



ADOPTED BUDGET

North Bay Village, FL

FY 2024-2025



OCTOBER 1, 2024



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**North Bay Village
Florida**

For the Fiscal Year Beginning

October 01, 2023

Christopher P. Morill

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, 2023. 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.



Table of Contents

1. Introduction

Transmittal Letter	A, B
Guide to Readers	1
Village Government	2
Administrative Staff	3
Mission Statement	4
Village-Wide Goals	4
Advisory Boards	5
Organizational Chart	7
Authorized Staffing Levels	8
All Funds-Budget Analysis by Department	9
Total Payroll Cost	10

2. Budget Message

Financial Policies and Procedures	13
Budget Calendar	19
Certification of Table Value	21
Certification of Voted Millage	23
Tax Rate Comparison	24
Ad Valorem Tax Graphs	25
Property Tax Impact/Average Home	26

3. Budget and Funds Summary

Budget Summary	27
Fund Structure	28
Summary of Funds Chart	29



4. Financial Summary

Budget Format	30
Summary of all Funds	30
Fund Balance	31
Summary of General Fund	32
General Fund Revenues	32
• Locally Levied Taxes	33
• Licenses and Permits	33
• Intergovernmental Revenues	33
• Charges for Services	34
• Fines and Forfeitures	34
• Miscellaneous Revenue	34
General Fund Expenditures	35
• Personnel Services	35
• Operating Expenditures	36
• Capital Outlay	36
Summary of Special Revenue Funds	37
• Building Fee Fund	37
• Street Maintenance Fund	37
• Transportation Fund	37
• Grant Funds	37
Summary of Capital Projects Fund	38
Summary of Enterprise Funds	39
• Water, Sewer and Sanitation	39
• Stormwater Fund	39
• Budget and Revenue Summary	40
Summary of Debt Service Fund	42



5. General Fund Detail

Comparison of Current Revenues and Expenditures	43
Revenues and Expenditures	44
Revenues Detail	45
Expenditures by Department	46
Village Commission	47
Village Manager	52
Village Clerk	56
Finance Department	60
Legal Department	65
Information Technology Services Department	67
General Government	75
Communications and Special Events Department	80
Police Department	84

6. Building Fee Fund Detail

Building Fee Fund Details of Revenues and Expenditures	96
--	----

7. Street Maintenance Fund Detail

Street Maintenance Fund Details of Revenues and Expenditures	101
--	-----

8. Transportation Fund Detail

Transportation Fund Details of Revenues and Expenditures	105
--	-----



9. American Rescue Plan Act Fund (ARPA)

ARPA Fund Details of Revenues and Expenditures	107
--	-----

10. After School Fund Detail

After School Fund Details of Revenues and Expenditures	108
--	-----

11. Grant Administration Fund

Grant Fund Details of Revenues and Expenditures	109
---	-----

12. Enterprise Funds Detail

Enterprise Fund Details of Revenues and Expenditures	110
• Utilities Administration	111
• Water Department	117
• Sewer Department	120
• Sanitation Department	123
• Stormwater Fund	127
• Water Improvements Trust Fund	130
• Sewer Improvements Trust Fund	131

13. Debt Service Fund Detail

Debt Service Fund Details of Revenues and Expenditures	132
--	-----

14. Capital Improvements

Capital Projects	133
Capital Projects Roadway Improvements	134
Capital Projects Fund	136
Capital Project GOB Fund	138



Capital Projects Parks Fund	140
Capital Projects Stormwater Fund	141
Capital Improvements Summary	143
Five-Year Capital Improvements Program	144

15. Census

Census	158
Additional Data	170

16. Glossary

Glossary	171
----------	-----



Transmittal Letter

October 1, 2024

Honorable Vice Mayor, Village Commissioners, and Residents of North Bay Village,

I am pleased to present North Bay Village's Fiscal Year 2025 Adopted Budget

This budget represents our continued commitment to enhancing services, minimizing financial impacts on our residents, and actively investing in our community's future.

As I close my final term, I am in awe of all we have accomplished in these last six years. This budget cycle marks the culmination of our efforts to transform North Bay Village into a more resilient, vibrant, and progressive community.

The Fiscal Year 2025 budget is funded with an operating millage rate of **5.7062** mills. The total General Fund expenditure is \$13,002,786, which includes \$11,755,022 in operating expenditure and \$1,247,764 in transfers and other expenses.

Key highlights of this budget include:

1. An increase in General Fund revenues to \$13,012,056, up from \$11,310,005 in FY 2024.
2. Continued investment in public safety, with the Police Department budget increasing to \$8,471,172.
3. Ongoing infrastructure improvements, including stormwater management projects and road repairs.
4. Allocation of \$26,336,000 for the Village Hall Facility project, which includes Fire/Police Station and Village Hall.
5. Commitment of \$3,000,000 for the Island Walk (Bay Walk) construction project, enhancing public waterfront access and community amenities.

This budget allows us to move forward with several important initiatives, including:

- Enhancing our stormwater management system to improve flood mitigation
- Continuing the Island Walk project to provide waterfront access to residents



- Improving our parks and recreational facilities
- Investing in technology upgrades for more efficient Village operations

I want to thank our Interim Village Manager, Mr. Frank Rollason, our Finance Department, and all Village staff for their hard work in preparing this budget. Their dedication to efficient government operations and community improvement is commendable.

As we look at the future, this budget positions North Bay Village for continued growth and improvement while maintaining our commitment to responsible spending. I encourage all residents to review the budget and familiarize themselves with where their hard-earned tax dollars are being spent.

As I am preparing to pass the torch to the next administration, I am confident that the foundation we have laid over the past six years will serve North Bay Village well for years to come.

In committed service,

A handwritten signature in blue ink, appearing to read "Brent Latham".

Brent Latham
Mayor



GUIDE TO READERS

The Fiscal Year 2025 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, 2024, through September 30, 2025.
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 FISCAL YEAR 2024-25

NORTH BAY VILLAGE Submitted by the Village Manager to the Mayor & Commission Fiscal Year 2025

Village Commission

Mayor Brent Latham

Vice Mayor Dr. Richard Chervony

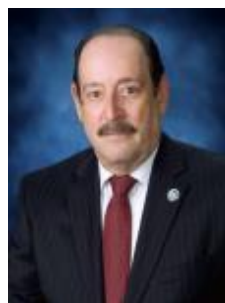
Commissioner Goran Cuk

Commissioner Andrew Rotondaro

Commissioner Rachel Streitfeld



Mayor
Brent Latham



Vice Mayor
Dr. Richard Chervony



Commissioner
Goran Cuk



Commissioner
Andrew Rotondaro



Commissioner
Rachel Streitfeld



NORTH BAY VILLAGE

Administrative Officials

Frank Rollason,
Interim Village Manager

Alba L. Chang, CMC
Village Clerk

Haydee S. Sera, Esq.
Village Attorney

Incorporated on August 1, 1945

Administrative Staff

- Mayte D Gamiotea, Controller
- Carlos Noriega, Chief of Police
- Marlon Lobban, Public Works Director
- Pedro Martinez, Building Official



Mission Statement

North Bay Village is committed to serving a diverse community and enhancing the quality of life and experience for all residents, businesses, and visitors.

Village-Wide Goals

- ❖ Providing Transparent and Effective Leadership Through Quality Services to the Community
- ❖ Maintain, Enhance and Preserve the Village's Natural Resources Development
- ❖ Stimulate Economic Activity and Encourage Business Development
- ❖ Strive to Achieve Better Communication and Public Participation and Collaboration



ADVISORY BOARDS

Planning & Zoning Board

- Jon Andras, Chair – At Large
- Paul Murphy, Chair – North Bay Island
- Ryan Shaw, Vice Chair – At Large
- Zach Thompson, Board Member – Harbor Island
- Indira Auxiliadora Shakti, Board Member – Treasure Island
- Sherry Abramson, Alternate

Animal Control Advisory Board

- Maria De La Cruz Marquez Arrechea, Chair
- Rosaura Lopez, Vice Chair/Secretary
- Sole Anamaria Amadi
- Sandra Garcia
- Sabrina Fasana

Financial Advisory Board

- Nicholas Martin, Chair
- Paul Jacob, Vice Chair
- Sandi Horwitz
- Marco Zuniga
- Vacant – Secretary

Community Enhancement Advisory Board

- Nicholas Quay, Chair
- Bree Farriga, Vice Chair
- Silvia Santilli
- Christopher Cotton
- Jacob Petrini



ADVISORY BOARDS

Sustainability & Resiliency Task Force Board

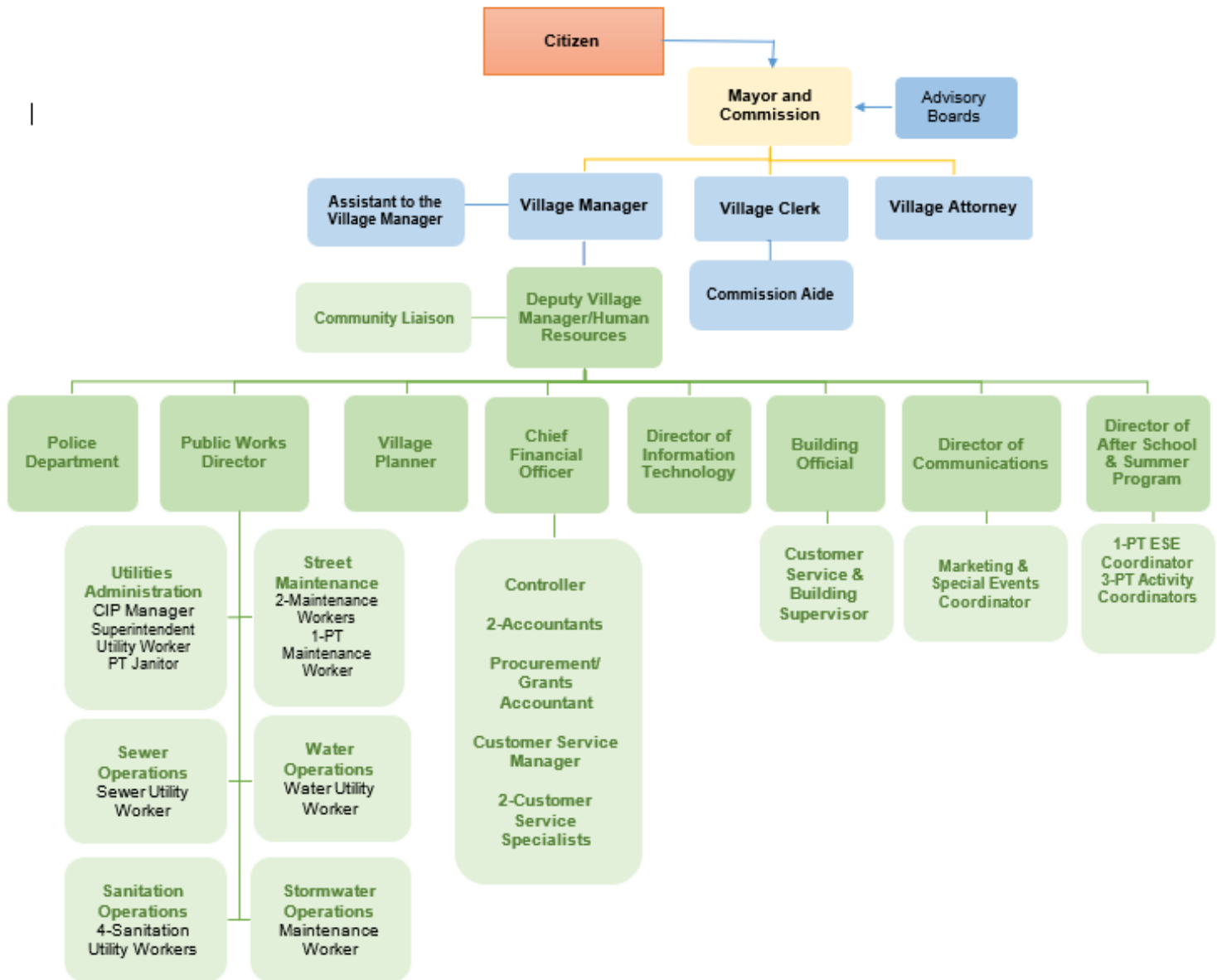
- Alisha Graham, Chair
- David Doebler, Vice Chair
- Julia Stutts, Secretary
- Neil Krasner
- Brenda Krebs

Resident Services Board (Youth & Education Services Board)

- Lidia Cantave, Chair
- Jose Parada, Vice Chair/Interim Secretary
- Arnel Ortega
- Krystal Vazques
- Farahim Alili



ORGANIZATIONAL CHART





AUTHORIZED STAFFING LEVELS

GENERAL FUND	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Village Commission Department	2.5	3.5	2.5	3.5	3.5
Village Manager Department	3	3	4	3	3
Village Clerk Department	2	2	2	2	2
Finance Department	4	4	5	5	5
Information Technology Services Department	0	0	0	1	1
General Government Department	3	2	3	2	2
Police Department	39.5	41	42.5	43.5	43.5
Recreation & Human Services Department	1	3.5	4.5	4.5	4.5
TOTAL GENERAL FUND	55	59	63.5	64.5	64.5
SPECIAL REVENUE FUNDS					
Building	1.5	1.5	1.5	1.5	1.5
Street Maintenance	2.5	2.5	2.5	2.5	2.5
After School & Summer	3.5	3.5	2.5	0	0
Transportation	0	0	0.5	0	0
TOTAL SPECIAL REVENUE FUNDS	7.5	7.5	7	4	4
ENTERPRISE FUNDS					
Utility Administration	4.5	6.5	6.5	7.5	7.5
Water Operation	1	1	1	1	1
Sewer Operation	2	1	1	1	1
Sanitation Department	4	4	4	4	4
TOTAL ENTERPRISE FUNDS	11.5	12.5	12.5	13.5	13.5
Stormwater	1	1	1	1	1
TOTAL STORMWATER	1	1	1	1	1
TOTAL ALL FUNDS	75	80	84	83	83
<u>Budget Staffing Level Changes</u>					
<ul style="list-style-type: none"> ●Village Manager replaced with an Interim Village Manager ●Chief Financial Officer replaced with the Controller temporary ●General Government: Transfer IT Director position to Chief Information Officer. ●Recreational & Human Services: Transfer the Marketing & Special Events Coordinator to Assistant Director of Marketing & Events ●Police Department: Reclassify Detective to Detective/Corporal. ●Police Department: Add (1) Lieutenant position. ●Police Department: Reclassify Admin/Special Proj Commander to Mayor ●Police Department: Add (2) full-time Patrol Officer position. ●Police Department: P/T Commander Salary-Eliminated ●Police Department: P/T Major Effective 1/26/2024 went from P.T Hourly to P/T Biweekly Salary ●Police Department: F/T Commander Salary ●Police Department: F/T Lieutenant Salary ●Police Department: F/T Communications Operator ●After School & Summer Program: Eliminate (2.5) part-time employees. ●Utilities Administration Department: Reclassify Public Works Director with new title Engineering & Stormwater Program Director ●Utilities Administration Department:(2) F/T Project Manager ●Utilities Administration Department:(2) F/T Maintenance Worker ●Utilities Administration: Reclassify (1) full-time Inspector position to (1) Project Manager. 					



ALL FUNDS-BUDGET ANALYSIS BY DEPARTMENT FY 2025

FUND	NUMBER OF PERSONNEL	PERSONNEL SERVICES	MATERIALS SUPPLIES AND SERVICES	TOTAL OPERATING BUDGET	CAPITAL OUTLAY & OTHER	ADOPTED BUDGET
GENERAL FUND						
Village Commission Department	3.5	136,791	137,872	274,663	0	274,663
Village Manager Department	3	346,893	14,920	361,813	0	361,813
Village Clerk Department	2	232,393	81,107	313,500	0	313,500
Finance Department	5	501,092	53,348	554,440	0	554,440
Legal Services Department	0		431,446	431,446	0	431,446
Information Technology Services Department	1	208,977	268,733	477,710	0	477,710
General Government Department	2	120,903	1,259,821	1,380,724	198,486	1,579,210
Police Department	43.5	4,572,955	3,962,864	8,535,819	184,345	8,720,164
Recreation & Human Svces Dep.	4.5	281,052	313,248	594,300	0	594,300
Reserves for Employee accrued Liability	0	0	0	0	0	150,000
TOTAL GENERAL FUND	64.5	6,401,056	6,523,359	12,924,415	382,831	13,457,246
SPECIAL REVENUE FUNDS						
Building Fund	1.5	196,027	756,128	952,155	0	952,155
Street Maintenance Fund	2.5	431,248	1,180,797	1,612,045	0	1,612,045
After School & Summer Program Fund	0	0	0	0	0	0
Transportation Fund	0	0	1,288,636	737,000	551,636	1,288,636
American Recovery Plan Act (ARPA) Fund	0	0	0	0	1,438,556	1,438,556
Grant Administration Fund	0	0	45,000	45,000	30,000	75,000
TOTAL SPECIAL REVENUE FUNDS	4	627,275	3,270,561	3,346,200	2,020,192	5,366,392
CAPITAL PROJECTS FUNDS						
Capital Projects Fund	-	-	-	-	8,415,020	8,415,020
Capital Projects Fund-GOB	-	-	-	-	26,336,000	26,336,000
Capital Projects Fund-Parks	-	-	-	-	2,868,985	2,868,985
Capital Projects Fund-Roadway Improvement	-	-	-	-	0	-
Capital Projects Fund-Stormwater					9,489,878	9,489,878
TOTAL CAPITAL PROJECTS FUND	0	0	0	0	47,109,883	47,109,883
ENTERPRISE FUNDS						
Utility Administration	7.5	2,440,359	2,276,641	4,717,000	112,500	4,829,500
Water Operation	1	101,181	1,024,137	1,125,318	0	1,125,318
Sewer Operation	1	139,504	1,324,783	1,464,287	749,105	2,213,392
Sanitation Department	4	558,747	1,064,205	1,622,952	0	1,622,952
TOTAL UTILITY FUND	13.5	3,239,791	5,689,766	8,929,557	861,605	9,791,162
Water Improvements Trust	0	0	0	0	398,326	398,326
Sewer Improvements Trust	0	0	0	0	249,146	249,146
Sanitation Improvements Trust	0	0	0	0	0	0
TOTAL IMPROVEMENTS TRUST		0	0	0	647,472	647,472
Stormwater	1	226,689	257,107	483,796	300,000	783,796
TOTAL STORMWATER	1	226,689	257,107	483,796	300,000	783,796
Debt Service - GOB	0	0	0	0	1,797,342	1,797,342
Roadway Capital Improvement	0	0	0	0	108,736	108,736
Federal Forfeiture	0	0	0	0	0	0
TOTAL DEBT SERVICE	0	0	0	0	1,797,342	1,906,078
TOTAL ALL FUNDS	83	10,494,811	15,740,793	25,683,968	53,119,325	79,062,029



TOTAL PAYROLL COSTS FY 2025

Occupation	Proposed Earnings	COLA	Merit /Step Increase	Shift Diff	Longevity	Add'l Benefits	Retirement	FICA	W/Comp	Insurance	Employee Total
<u>General Fund-Village Commission</u>											
Mayor	\$7,800.00	\$-	\$-	\$-	\$-	\$1,200.00	\$-	\$597.00	\$22.00	\$-	\$9,619.00
Vice-Mayor	\$6,300.00	\$-	\$-	\$-	\$-	\$1,200.00	\$-	\$482.00	\$18.00	\$-	\$8,000.00
Commissioner	\$6,300.00	\$-	\$-	\$-	\$-	\$1,200.00	\$-	\$482.00	\$18.00	\$-	\$8,000.00
Commissioner	\$6,300.00	\$-	\$-	\$-	\$-	\$1,200.00	\$-	\$482.00	\$18.00	\$-	\$8,000.00
Commissioner	\$6,300.00	\$-	\$-	\$-	\$-	\$1,200.00	\$-	\$482.00	\$18.00	\$-	\$8,000.00
Legislative Aide	\$75,000.00	\$-	\$-	\$-	\$-	\$-	\$10,222.50	\$6,860.00	\$238.00	\$8,892.00	\$101,212.50
Total Village Commission	\$ 108,000.00	\$ -	\$ -	\$ -	\$ -	\$ 6,000.00	\$ 10,222.50	\$ 9,385.00	\$ 332.00	\$ 8,892.00	\$ 142,831.50
<u>General Fund-Village Manager</u>											
Village Manager	\$144,000.00	\$-	\$-	\$-	\$-	\$8,000.00	\$-	\$18,000.00	\$584.00	\$-	\$170,584.00
HR Director	\$140,000.00	\$-	\$-	\$-	\$-	\$-	\$48,328.00	\$9,555.00	\$314.00	\$25,711.00	\$223,908.00
Chief of Staff	\$100,000.00	\$4,800.00	\$-	\$-	\$-	\$-	\$14,284.24	\$8,234.00	\$272.00	\$11,739.00	\$139,329.24
Total Village Manager	\$ 384,000.00	\$ 4,800.00	\$ -	\$ -	\$ -	\$ 8,000.00	\$ 62,612.24	\$ 35,789.00	\$ 1,170.00	\$ 37,450.00	\$ 533,821.24
<u>General Fund-Village Clerk</u>											
Village Clerk	\$144,999.92	\$6,960.02	\$-	\$-	\$-	\$1,032.00	\$52,812.82	\$12,021.00	\$398.00	\$18,306.00	\$236,529.76
Assistant to the Village Clerk	\$59,999.94	\$2,880.02	\$-	\$-	\$-	\$600.00	\$8,652.32	\$5,000.00	\$168.00	\$11,766.00	\$89,066.28
Total Village Clerk	\$ 204,999.86	\$ 9,840.04	\$ -	\$ -	\$ -	\$ 1,632.00	\$ 61,465.14	\$ 17,021.00	\$ 566.00	\$ 30,072.00	\$ 325,596.04
<u>General Fund-Finance Department</u>											
Chief Financial Officer	\$162,400.00	\$-	\$-	\$-	\$-	\$918.00	\$56,377.37	\$12,493.83	\$402.00	\$18,585.00	\$251,176.20
Controller	\$115,000.00	\$5,520.00	\$-	\$-	\$-	\$480.00	\$16,492.30	\$9,256.50	\$235.00	\$11,867.00	\$158,850.80
Grant/Procurement Accountant	\$83,990.40	\$4,035.00	\$-	\$-	\$-	\$480.00	\$12,063.29	\$6,770.66	\$212.00	\$19,578.00	\$127,129.35
Accountant I	\$83,746.21	\$4,020.00	\$-	\$-	\$1,500.00	\$480.00	\$12,232.41	\$6,865.59	\$217.00	\$17,617.00	\$126,678.20
Accountant	\$65,582.00	\$-	\$-	\$-	\$-	\$480.00	\$9,004.25	\$5,053.74	\$188.00	\$25,019.00	\$105,326.99
Total Finance Department	\$ 510,718.61	\$ 13,575.00	\$ -	\$ -	\$ 1,500.00	\$ 2,838.00	\$ 106,169.62	\$ 40,440.32	\$ 1,254.00	\$ 92,666.00	\$ 769,161.55
<u>General Fund - Information Technology Services Department</u>											
Director of Information Technology	\$140,000.00	\$-	\$-	\$-	\$-	\$900.00	\$48,638.68	\$10,710.00	\$318.00	\$25,172.00	\$225,738.68
Total IT Department	\$ 140,000.00	\$ -	\$ -	\$ -	\$ -	\$ 900.00	\$ 48,638.68	\$ 10,710.00	\$ 318.00	\$ 25,172.00	\$ 225,738.68
<u>General Fund-General Government</u>											
Customer Service Specialist	\$42,494.00	\$2,125.00	\$-	\$-	\$-	\$-	\$6,081.57	\$3,344.00	\$116.00	\$8,710.00	\$62,870.57
Customer Service Specialist	\$33,995.00	\$1,700.00	\$-	\$-	\$-	\$-	\$4,865.23	\$2,776.00	\$94.00	\$7,022.00	\$50,452.23
Total General Government	\$ 76,489.00	\$ 3,825.00	\$ -	\$ -	\$ -	\$ -	\$ 10,946.80	\$ 6,120.00	\$ 210.00	\$ 15,732.00	\$ 113,322.80
<u>General Fund-Police Department</u>											
Exec Assist to the Chief of Police	\$98,595.00	\$4,732.56	\$-	\$-	\$1,500.00	\$-	\$14,288.00	\$7,542.52	\$226.77	\$25,581.00	\$152,465.84
PSA	\$68,861.52	\$3,305.33	\$-	\$1,377.23	\$500.00	\$-	\$9,385.83	\$5,267.91	\$158.38	\$11,627.76	\$100,483.95
Dispatch Supervisor	\$87,906.00	\$4,219.00	\$-	\$2,361.33	\$1,500.00	\$-	\$15,701.66	\$6,724.81	\$202.18	\$4,800.00	\$123,414.98
Dispatcher	\$56,659.20	\$2,719.60	\$-	\$2,663.52	\$-	\$-	\$8,456.37	\$4,334.43	\$130.32	\$11,627.76	\$86,591.20
Dispatcher	\$62,462.40	\$2,998.11	\$-	\$2,369.15	\$-	\$-	\$9,245.18	\$4,778.37	\$143.66	\$11,627.76	\$93,624.64
Dispatcher	\$59,488.00	\$2,855.00	\$-	\$2,851.00	\$-	\$-	\$8,885.94	\$4,550.83	\$136.82	\$11,627.76	\$90,395.36
Dispatcher	\$65,585.52	\$3,148.08	\$-	\$-	\$-	\$-	\$9,368.39	\$5,017.29	\$150.85	\$25,581.00	\$108,851.13
Records Clerk	\$54,056.58	\$2,594.73	\$-	\$-	\$1,500.00	\$-	\$7,926.02	\$4,135.33	\$124.33	\$17,557.92	\$87,894.92
Code Enforcement Director	\$114,602.96	\$5,500.92	\$-	\$-	\$300.00	\$-	\$41,563.42	\$8,767.13	\$263.59	\$17,557.92	\$188,555.93
Code Enforcement Officer	\$79,378.00	\$3,811.00	\$-	\$-	\$500.00	\$-	\$11,406.81	\$6,072.42	\$182.57	\$11,627.76	\$112,978.56
Code Enforcement Assistant	\$48,942.40	\$2,350.40	\$-	\$-	\$-	\$-	\$6,991.21	\$3,744.09	\$112.57	\$11,627.76	\$73,768.43
PT Accreditation Coordinator	\$29,120.00	\$-	\$-	\$-	\$-	\$-	\$-	\$2,227.68	\$66.98	\$-	\$31,414.66
(3) School Crossing Guards	\$47,520.00	\$-	\$-	\$-	\$-	\$-	\$-	\$3,635.28	\$109.30	\$-	\$51,264.58
Total Non-Sworn Officers	\$ 873,177.58	\$ 38,234.73	\$ -	\$ 11,622.23	\$ 5,800.00	\$ -	\$ 143,218.83	\$ 66,798.09	\$ 2,008.31	\$ 160,844.40	\$ 1,301,704.17



TOTAL PAYROLL COSTS FY 2025

Occupation	Proposed Earnings	COLA	Merit /Step Increase	Shift Diff	Longevity	Add'l Benefits	Retirement	FICA	W/Comp	Insurance	Employee Total
<u>General Fund-Police Department</u>											
Chief of Police	\$185,000.00	\$-	\$-	\$-	\$500.00	\$3,825.18	\$63,862.00	\$14,483.38	\$7,844.00	\$4,800.00	\$280,314.56
Deputy Chief	\$165,000.00	\$-	\$-	\$-	\$500.00	\$5,589.74	\$56,958.00	\$13,088.37	\$6,996.00	\$4,800.00	\$252,932.11
Lieutenant	\$133,113.97	\$-	\$-	\$2,629.00	\$1,500.00	\$-	\$43,648.07	\$10,499.09	\$5,644.03	\$11,627.76	\$208,661.92
Lieutenant	\$123,071.00	\$-	\$-	\$2,629.00	\$1,500.00	\$-	\$40,354.98	\$9,730.80	\$5,218.21	\$25,581.00	\$208,084.99
Lieutenant	\$123,071.10	\$-	\$-	\$2,431.00	\$1,500.00	\$1,040.00	\$40,355.01	\$9,795.22	\$5,218.21	\$19,650.96	\$203,061.51
Lieutenant	\$133,113.97	\$-	\$-	\$2,431.00	\$1,500.00	\$1,040.00	\$43,648.07	\$10,563.50	\$5,644.03	\$19,650.96	\$217,591.53
Master Sergeant	\$99,133.01	\$-	\$-	\$2,380.00	\$1,500.00	\$2,600.00	\$32,505.71	\$8,079.40	\$4,203.24	\$17,557.92	\$167,959.28
Sergeant	\$109,503.00	\$-	\$-	\$2,380.00	\$500.00	\$-	\$35,906.03	\$8,597.30	\$4,642.93	\$25,581.00	\$187,110.26
Sergeant	\$109,503.06	\$-	\$4,857.00	\$4,512.00	\$500.00	\$1,560.00	\$35,906.05	\$9,251.30	\$4,642.93	\$11,627.76	\$182,360.11
Sergeant	\$104,287.04	\$-	\$1,068.00	\$1,784.00	\$300.00	\$6,360.00	\$34,195.72	\$8,705.63	\$4,421.77	\$-	\$161,122.16
Detective/Corporal	\$104,501.49	\$-	\$-	\$2,145.00	\$1,500.00	\$-	\$34,266.04	\$8,273.21	\$4,430.86	\$25,581.00	\$180,697.60
Detective	\$91,793.00	\$-	\$2,065.00	\$1,877.00	\$1,500.00	\$-	\$30,098.92	\$7,438.48	\$3,892.02	\$11,627.76	\$150,292.19
Detective	\$96,264.00	\$-	\$833.00	\$1,942.00	\$500.00	\$-	\$31,564.97	\$7,614.73	\$4,081.59	\$11,627.76	\$154,428.05
Corporal	\$88,511.90	\$-	\$-	\$2,145.00	\$1,500.00	\$-	\$29,023.05	\$7,050.00	\$3,752.90	\$8,498.76	\$140,481.62
Corporal	\$107,253.00	\$-	\$-	\$2,145.00	\$1,500.00	\$-	\$35,168.26	\$8,483.70	\$4,547.53	\$17,557.92	\$176,655.40
Corporal	\$107,253.00	\$-	\$-	\$4,290.00	\$1,500.00	\$-	\$35,168.26	\$8,647.79	\$4,547.53	\$25,581.00	\$186,987.58
Corporal	\$81,503.00	\$-	\$2,680.00	\$1,684.00	\$-	\$1,560.00	\$26,724.83	\$6,688.17	\$3,455.73	\$11,627.76	\$135,923.49
Patrol Officer	\$67,902.02	\$-	\$-	\$1,786.00	\$-	\$-	\$22,265.07	\$5,331.13	\$2,879.05	\$11,627.76	\$111,791.03
Patrol Officer	\$103,433.41	\$-	\$-	\$4,125.00	\$500.00	\$-	\$33,915.82	\$8,266.47	\$4,385.58	\$25,581.00	\$180,207.27
Patrol Officer	\$81,503.00	\$-	\$1,975.00	\$3,339.00	\$300.00	\$4,800.00	\$26,724.83	\$7,031.65	\$3,455.73	\$11,627.76	\$140,756.97
Patrol Officer	\$75,354.00	\$-	\$3,391.00	\$1,575.00	\$-	\$-	\$24,708.58	\$6,144.48	\$3,195.01	\$11,627.76	\$125,995.83
Patrol Officer	\$78,367.00	\$-	\$2,848.00	\$1,624.00	\$-	\$1,560.00	\$25,696.54	\$6,456.52	\$3,322.76	\$11,627.76	\$131,502.58
Patrol Officer	\$72,667.30	\$-	\$-	\$-	\$-	\$-	\$23,827.61	\$5,559.05	\$3,081.09	\$11,627.76	\$116,762.81
Patrol Officer	\$81,503.00	\$-	\$1,270.00	\$3,311.00	\$-	\$6,360.00	\$26,724.83	\$7,071.97	\$3,455.73	\$11,627.76	\$141,324.29
Patrol Officer	\$75,354.00	\$-	\$1,565.00	\$3,077.00	\$-	\$-	\$24,708.58	\$6,119.69	\$3,195.01	\$11,627.76	\$125,647.04
Patrol Officer	\$67,912.83	\$-	\$609.00	\$1,421.00	\$-	\$-	\$22,268.62	\$5,350.63	\$2,879.50	\$19,650.96	\$120,092.54
Patrol Officer	\$75,354.00	\$-	\$2,478.00	\$3,113.00	\$-	\$-	\$24,708.58	\$6,192.29	\$3,195.01	\$11,627.76	\$126,668.64
Patrol Officer	\$99,450.62	\$-	\$2,380.00	\$3,762.00	\$500.00	\$1,560.00	\$32,609.86	\$8,235.43	\$4,216.71	\$17,557.92	\$170,272.53
Patrol Officer	\$68,120.00	\$-	\$-	\$-	\$-	\$-	\$22,336.55	\$5,211.18	\$2,888.29	\$11,627.76	\$110,183.78
Accreditation Sworn Major	\$101,131.94	\$-	\$-	\$-	\$-	\$-	\$-	\$7,736.59	\$4,287.99	\$-	\$113,156.53
PT Marine Patrol	\$50,750.00	\$-	\$-	\$-	\$-	\$-	\$7,140.53	\$3,882.38	\$2,151.80	\$-	\$63,924.70
Admin/Special Projects Commander	\$138,702.98	\$-	\$-	\$-	\$-	\$2,340.00	\$45,480.71	\$10,789.79	\$5,881.01	\$4,800.00	\$207,994.48
Total Sworn-Officers	\$ 3,199,381.64	\$ -	\$ 28,019.00	\$ 64,537.00	\$ 19,100.00	\$ 40,194.92	\$ 1,012,470.68	\$ 256,369.29	\$ 135,653.78	\$ 425,219.04	\$ 5,180,945.35
<u>General Fund-Communication & Special Events</u>											
Director of Communications	\$125,000.00	\$-	\$-	\$-	\$-	\$-	\$43,150.00	\$16,420.00	\$238.00	\$12,327.00	\$197,135.00
Assistant Director Marketing & Events	\$85,000.00	\$-	\$-	\$-	\$-	\$-	\$29,342.00	\$11,616.00	\$160.00	\$11,986.00	\$138,104.00
Summer Camp Counselors	\$36,855.00	\$-	\$-	\$-	\$-	\$-	\$-	\$9,898.00	\$85.00	\$-	\$46,838.00
Total Communications Department	\$ 246,855.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 72,492.00	\$ 37,934.00	\$ 483.00	\$ 24,313.00	\$ 382,077.00



TOTAL PAYROLL COSTS FY 2025

Occupation	Proposed Earnings	COLA	Merit /Step Increase	Shift Diff	Longevity	Add'l Benefits	Retirement	FICA	W/Comp	Insurance	Employee Total
<u>Building Fund</u>											
Chief Building Official	\$7,200.00	\$-	\$-	\$-	\$-	\$-	\$-	\$551.00	\$315.00	\$-	\$8,066.00
Building Dept & Customer Service Manager	\$89,000.00	\$4,272.00	\$-	\$-	\$500.00	\$-	\$12,781.12	\$6,332.00	\$206.00	\$17,566.00	\$130,657.12
Customer Service Specialist	\$14,165.00	\$708.00	\$-	\$-	\$-	\$-	\$2,027.19	\$1,115.00	\$39.00	\$2,904.00	\$20,958.19
Customer Service Specialist	\$22,663.00	\$1,133.00	\$-	\$-	\$-	\$-	\$3,243.39	\$1,850.00	\$63.00	\$4,681.00	\$33,633.39
Total Building Department	\$ 133,028.00	\$ 6,113.00	\$ -	\$ -	\$ 500.00	\$ -	\$ 18,051.71	\$ 9,848.00	\$ 623.00	\$ 25,151.00	\$ 193,314.71
<u>Street Maintenance Fund</u>											
Maintenance UT Worker	\$62,462.40	\$2,998.11	\$-	\$-	\$-	\$-	\$8,922.27	\$5,431.00	\$9,879.00	\$11,696.00	\$101,388.78
Maintenance UT Worker	\$51,000.00	\$2,448.00	\$-	\$-	\$-	\$-	\$7,284.96	\$3,363.00	\$6,118.00	\$11,623.00	\$81,836.96
Maintenance UT Worker	\$120,000.00	\$-	\$-	\$-	\$-	\$-	\$16,356.00	\$6,162.00	\$11,208.00	\$22,000.00	\$175,726.00
Total Street Maintenance	\$ 233,462.40	\$ 5,446.11	\$ -	\$ -	\$ -	\$ -	\$ 32,563.23	\$ 14,956.00	\$ 27,205.00	\$ 45,319.00	\$ 358,951.74
<u>Utilities Administration</u>											
Engineering & Stormwater Program Director	\$162,240.00	\$-	\$-	\$-	\$-	\$-	\$22,113.31	\$12,411.36	\$11,882.00	\$12,965.00	\$221,611.67
Public Works Superintendent	\$92,999.92	\$-	\$-	\$-	\$-	\$-	\$12,675.89	\$7,114.49	\$7,345.00	\$11,942.00	\$132,077.30
Customer Service Supervisor	\$86,104.00	\$4,132.00	\$-	\$-	\$300.00	\$-	\$12,340.06	\$6,926.00	\$234.00	\$17,137.00	\$127,173.06
Capital Project & Construction Manager	\$125,000.00	\$-	\$-	\$-	\$-	\$-	\$17,037.50	\$9,562.50	\$325.00	\$11,942.00	\$163,867.00
PT Custodial	\$40,524.85	\$-	\$-	\$-	\$-	\$-	\$-	\$3,100.15	\$3,538.00	\$-	\$47,163.00
Project Manager	\$84,999.98	\$4,079.99	\$-	\$-	\$-	\$-	\$12,141.60	\$6,814.62	\$6,713.00	\$25,370.00	\$140,119.19
Engineering Inspector	\$121,735.00	\$-	\$-	\$-	\$-	\$-	\$16,592.48	\$9,312.73	\$-	\$-	\$147,640.21
Project Manager II	\$100,000.00	\$-	\$-	\$-	\$-	\$-	\$13,630.00	\$7,650.00	\$-	\$-	\$121,280.00
Utilities Maintenance Worker	\$42,286.40	\$2,029.74	\$-	\$-	\$-	\$-	\$6,040.29	\$3,390.18	\$2,289.00	\$-	\$56,035.61
Public Works Executive Assistant	\$80,000.00	\$3,839.86	\$-	\$-	\$-	\$-	\$11,427.37	\$6,413.75	\$197.00	\$4,800.00	\$106,677.98
Total Utilities Administration	\$ 935,890.15	\$ 14,081.59	\$ -	\$ -	\$ 300.00	\$ -	\$ 123,998.50	\$ 72,695.79	\$ 32,523.00	\$ 84,156.00	\$ 1,263,645.03
<u>Water Department</u>											
Water UT Worker	\$56,680.00	\$8,660.00	\$-	\$-	\$-	\$-	\$8,905.84	\$4,762.00	\$3,184.00	\$11,685.00	\$93,876.84
Total Water Department	\$ 56,680.00	\$ 8,660.00	\$ -	\$ -	\$ -	\$ -	\$ 8,905.84	\$ 4,762.00	\$ 3,184.00	\$ 11,685.00	\$ 93,876.84
<u>Sewer Department</u>											
Sewer UT Worker	\$72,312.24	\$3,470.90	\$-	\$-	\$1,500.00	\$-	\$10,533.69	\$6,336.00	\$4,266.00	\$19,685.00	\$118,103.83
Total Sewer Department	\$ 72,312.24	\$ 3,470.90	\$ -	\$ -	\$ 1,500.00	\$ -	\$ 10,533.69	\$ 6,336.00	\$ 4,266.00	\$ 19,685.00	\$ 118,103.83
<u>Sanitation Department</u>											
Sanitation Truck Driver	\$56,747.00	\$2,723.00	\$-	\$-	\$300.00	\$-	\$8,146.65	\$4,645.00	\$5,945.00	\$11,607.00	\$90,113.65
Sanitation Truck Driver	\$59,492.16	\$2,855.63	\$-	\$-	\$-	\$-	\$8,498.00	\$5,235.00	\$6,555.00	\$19,228.00	\$101,863.79
Sanitation UT Worker	\$40,268.80	\$2,032.00	\$-	\$-	\$-	\$-	\$5,765.60	\$3,494.00	\$4,437.00	\$11,725.00	\$67,722.40
Sanitation UT Worker	\$46,612.80	\$2,237.46	\$-	\$-	\$-	\$-	\$6,658.29	\$4,015.00	\$5,136.00	\$24,947.00	\$89,606.55
Total Sanitation Department	\$ 203,120.76	\$ 9,848.09	\$ -	\$ -	\$ 300.00	\$ -	\$ 29,068.54	\$ 17,389.00	\$ 22,073.00	\$ 67,507.00	\$ 349,306.39
<u>Stormwater Department</u>											
Maintenance Worker	\$44,400.72	\$2,131.17	\$-	\$-	\$300.00	\$-	\$6,383.19	\$3,872.00	\$6,958.00	\$11,591.00	\$75,636.08
Maintenance Worker	\$46,698.00	\$-	\$-	\$-	\$-	\$-	\$6,364.94	\$3,872.00	\$6,958.00	\$11,591.00	\$75,483.94
Maintenance Worker	\$46,698.00	\$-	\$-	\$-	\$-	\$-	\$6,364.94	\$3,872.00	\$6,958.00	\$11,591.00	\$75,483.94
Total Stormwater Department	\$ 137,796.72	\$ 2,131.17	\$ -	\$ -	\$ 300.00	\$ -	\$ 19,113.06	\$ 11,616.00	\$ 20,874.00	\$ 34,773.00	\$ 226,603.95
Grand Total	\$ 7,515,912	\$ 120,026	\$ 28,019	\$ 76,159	\$ 29,300	\$ 59,565	\$ 1,770,471	\$ 618,169	\$ 252,743	\$ 1,108,636	\$ 11,579,001

*Retirement for 10/1/24-9/30/25 includes:
 FRS General: 13.63%
 FRS Department Head 34.62%
 FRS Police 32.79%

*Unemployment Compensation and Overtime are not included in this chart.



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** 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 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 a 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 evidence of financial transactions 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 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 the 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 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 expenditure.
- Proceeds from the issuance of debt are considered to be revenues, not an increase in liabilities.
- Principal payments are shown as expenditure 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.



North Bay Village

H E A R T O F T H E B A Y

FY 2025 Proposed Budget Calendar

May 31, 2024	Departmental Budget requests placed on Public Shared Drive.
June 1, 2024	Property Appraiser estimated assessment of the value of all property no later than June 1 of each year (CH200.065(7) F.S.). Property Appraiser delivers the estimated 2024 assessment of roll values.
June 7, 2024	Capital Expenditure Project Requests due to Finance.
June 10, 2024	Departmental Budget Worksheets for FY 2025 and the Preliminary Year-End Estimates 9/30/2024 due to Finance.
June 12 - 14	One-on-One Meetings between Village Manager’s Office, Department Heads and Finance review Departmental Budget Worksheets.
June 14, 2024	Departmental Overview (Department Mission Statements, Budget Messages, Description of Services & Activities and Department Goals) due to Finance.
June 14, 2024	Performance Measures due to Finance.
June 15 through July 1	Village Manager and Finance Finalize Proposed FY 2025 Budget Changes.
July 1, 2024	Property Appraiser <u>certifies</u> assessment of the value of all property no later than June 1 of each year (CH200.065(7) F.S.). Property Appraiser delivers the estimated 2024 assessment of roll values.
July 11, 2024	Village Commission holds the Capital Improvement Workshop to Review the FY 2025 Proposed Five-Year Capital Improvement Budget for all Funds.



North Bay Village

H E A R T O F T H E B A Y

FY 2025 Proposed Budget Calendar

July 15, 2024	Adoption of the FY 2025 Proposed Budget, Tentative Millage Rates and Dates for Two (2) Public Hearings in September.
July 18, 2024	The Village Commission holds a Workshop to Review the FY 2025 Proposed Operating Budget for All Funds and the Ad Valorem Millage Rate.
July 31, 2024	Fiscal Year 2025 Proposed Budget Delivered to the Village Commission.
No Later than August 4	Village to Notify Property Appraiser of FY 2025 Proposed Millage Rates and Dates for Public Hearing on FY 2025 Budget.
September 5, 2024	<i>County Commission holds First Public Hearing on FY 2025 County Budget.</i>
September 10, 2024	Hold First Public Hearing on FY 2025 Tentative Budget and Tentative Millage Rates.
September 11, 2024	<i>School Board of Miami-Dade County holds Final Public Hearing on FY 2025 Budget.</i>
September 19, 2024	<i>County Commission holds Second Public Hearing on FY 2025 County Budget.</i>
September 24, 2024	Hold Second Public Hearing to adopt FY 2025 Final Budget and Final Millage Rates.
October 1, 2024	Implement FY 2025 Budget.



CERTIFICATION OF TAXABLE VALUE



MAXIMUM MILLAGE LEVY CALCULATION FINAL DISCLOSURE

For municipal governments, counties, and special districts

DR-420MM
R. 5/12
Rule 12D-16.002
Florida Administrative Code
Effective 11/12

Year: 2024		County : Miami-Dade	
Principal Authority : City of North Bay Village		Taxing Authority : City of North Bay Village - Operating	
1.	Is your taxing authority a municipality or independent special district that has levied ad valorem taxes for less than 5 years?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No (1)
IF YES, STOP HERE. SIGN AND SUBMIT. You are not subject to a millage limitation.			
2.	Current year rolled-back rate from Current Year Form DR-420, Line 16	5.1725 per \$1,000	(2)
3.	Prior year maximum millage rate with a majority vote from 2023 Form DR-420MM, Line 13	5.2036 per \$1,000	(3)
4.	Prior year operating millage rate from Current Year Form DR-420, Line 10	5.7062 per \$1,000	(4)
If Line 4 is equal to or greater than Line 3, skip to Line 11. If less, continue to Line 5.			
Adjust rolled-back rate based on prior year majority-vote maximum millage rate			
5.	Prior year final gross taxable value from Current Year Form DR-420, Line 7	\$	(5)
6.	Prior year maximum ad valorem proceeds with majority vote <i>(Line 3 multiplied by Line 5 divided by 1,000)</i>	\$	(6)
7.	Amount, if any, paid or applied in prior year as a consequence of an obligation measured by a dedicated increment value from Current Year Form DR-420 Line 12	\$	(7)
8.	Adjusted prior year ad valorem proceeds with majority vote <i>(Line 6 minus Line 7)</i>	\$	(8)
9.	Adjusted current year taxable value from Current Year form DR-420 Line 15	\$	(9)
10.	Adjusted current year rolled-back rate <i>(Line 8 divided by Line 9, multiplied by 1,000)</i>	per \$1,000	(10)
Calculate maximum millage levy			
11.	Rolled-back rate to be used for maximum millage levy calculation <i>(Enter Line 10 if adjusted or else enter Line 2)</i>	5.1725 per \$1,000	(11)
12.	Adjustment for change in per capita Florida personal income <i>(See Line 12 Instructions)</i>	1.0569	(12)
13.	Majority vote maximum millage rate allowed <i>(Line 11 multiplied by Line 12)</i>	5.4668 per \$1,000	(13)
14.	Two-thirds vote maximum millage rate allowed <i>(Multiply Line 13 by 1.10)</i>	6.0135 per \$1,000	(14)
15.	Current year adopted millage rate	5.7062 per \$1,000	(15)
16.	Minimum vote required to levy adopted millage: (Check one)		(16)
<input type="checkbox"/>	a. Majority vote of the governing body: Check here if Line 15 is less than or equal to Line 13. The maximum millage rate is equal to the majority vote maximum rate. Enter Line 13 on Line 17.		
<input checked="" type="checkbox"/>	b. Two-thirds vote of governing body: Check here if Line 15 is less than or equal to Line 14, but greater than Line 13. The maximum millage rate is equal to adopted rate. Enter Line 15 on Line 17.		
<input type="checkbox"/>	c. Unanimous vote of the governing body, or 3/4 vote if nine members or more: Check here if Line 15 is greater than Line 14. The maximum millage rate is equal to the adopted rate. Enter Line 15 on Line 17.		
<input type="checkbox"/>	d. Referendum: The maximum millage rate is equal to the adopted rate. Enter Line 15 on Line 17.		
17.	The selection on Line 16 allows a maximum millage rate of <i>(Enter rate indicated by choice on Line 16).</i>	5.7062 per \$1,000	(17)
18.	Current year gross taxable value from Current Year Form DR-420, Line 4	\$ 1,621,816,894	(18)



Taxing Authority : City of North Bay Village - Operating		DR-420MM R. 5/12 Page 2	
19.	Current year adopted taxes <i>(Line 15 multiplied by Line 18, divided by 1,000).</i>	\$ 9,254,412	(19)
20.	Total taxes levied at the maximum millage rate <i>(Line 17 multiplied by Line 18, divided by 1,000).</i>	\$ 9,254,412	(20)
DEPENDENT SPECIAL DISTRICTS AND MSTUs			STOP HERE. SIGN AND SUBMIT.
21.	Enter the current year adopted taxes of all dependent special districts & MSTUs levying a millage. <i>(The sum of all Lines 19 from each district's Form DR-420MM)</i>	\$ 0	(21)
22.	Total current year adopted taxes <i>(Line 19 plus Line 21).</i>	\$ 9,254,412	(22)
Total Maximum Taxes			
23.	Enter the taxes at the maximum millage of all dependent special districts & MSTUs levying a millage <i>(The sum of all Lines 20 from each district's Form DR-420MM).</i>	\$ 0	(23)
24.	Total taxes at maximum millage rate <i>(Line 20 plus Line 23).</i>	\$ 9,254,412	(24)
Total Maximum Versus Total Taxes Levied			
25.	Are total current year adopted taxes on Line 22 equal to or less than total taxes at the maximum millage rate on Line 24? (Check one)	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	(25)
S I G N H E R E	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 : 9/30/2024	
	Title : Interim Village Manager	Contact Name and Contact Title : Frank Rollason	
	Mailing Address : 1666 Kennedy Causeway Suite 300	Physical Address : 1666 Kennedy Causeway, Suite 300	
	City, State, Zip : North Bay Village, FL 33141	Phone Number : 305-756-7171	Fax Number :

Complete and submit this form to the Department of Revenue with the completed DR-487, Certification of Compliance, within 30 days of the final hearing.



CERTIFICATION OF VOTED MILLAGE



CERTIFICATION OF VOTED DEBT MILLAGE

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

Year :	2024	County :	Miami-Dade
Principal Authority :	City of North Bay Village	Taxing Authority :	City of North Bay Village - Voted, Debt
Levy Description : City of North Bay Village - Voted, Debt			
SECTION I: COMPLETED BY PROPERTY APPRAISER			
1.	Current year taxable value of real property for operating purposes	\$	1,586,137,951 (1)
2.	Current year taxable value of personal property for operating purposes	\$	35,678,943 (2)
3.	Current year taxable value of centrally assessed property for operating purposes	\$	0 (3)
4.	Current year gross taxable value for operating purposes (Line 1 plus Line 2 plus Line 3)	\$	1,621,816,894 (4)
SIGN HERE	Property Appraiser Certification		I certify the taxable values above are correct to the best of my knowledge.
	Signature of Property Appraiser : Electronically Certified by Property Appraiser		Date : 7/1/2024 2:19:07 PM
SECTION II: COMPLETED BY TAXING AUTHORITY			
5.	Current year proposed voted debt millage rate		1.1666 per \$1,000 (5)
6.	Current year proposed millage voted for 2 years or less under s. 9(b) Article VII, State Constitution		-0 per \$1,000 (6)
SIGN HERE	Taxing Authority Certification		I certify the proposed millages and rates are correct to the best of my knowledge.
	Signature of Chief Administrative Officer : Electronically Certified by Principal Taxing Authority		Date : 8/1/2024 2:56:41 PM
	Title : Ralph Rosado - City Manager	Contact Name and Contact Title : Christopher Wallace - Finance Consultant	
	Mailing Address : 1666 Kennedy Causeway, Suite 300	Physical Address : 1666 Kennedy Causeway, Suite 300 North Bay Village Florida 33141	
	City, State, Zip : North Bay Village Florida 33141	Phone Number : (954) 903-0712, ext. 205	Fax Number :

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://floridarevenue.com/property/Pages/TRIM.aspx>
FY 2024-25 ADOPTED BUDGET



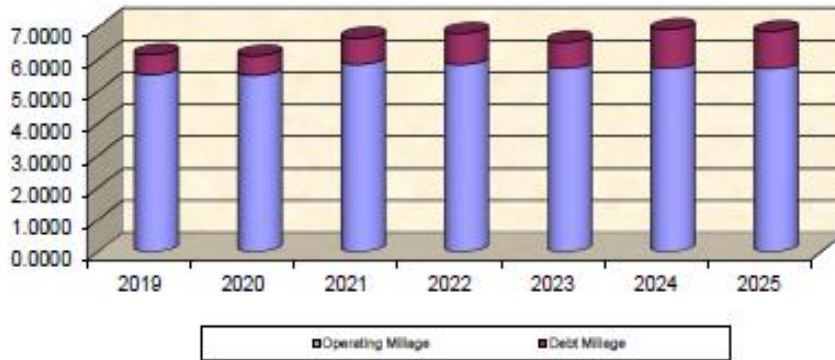
TAX RATE COMPARISON

TAX RATE COMPARISON				TAX ROLL COMPARISON	
Fiscal Year	General Fund	Debt Service	TOTAL	Fiscal Year	Taxable Value
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
2020	5.4992	0.6160	6.1152	2020	\$ 1,090,094,727
2021	5.8500	0.8118	6.6618	2021	\$ 1,074,905,255
2022	5.8484	0.9671	6.8155	2022	\$ 1,111,289,895
2023	5.7159	0.8299	6.5458	2023	\$ 1,311,100,447
2024	5.7201	1.2094	6.9295	2024	\$ 1,469,291,321
2025	5.7062	1.1666	6.8728	2025	\$ 1,621,816,894



AD VALOREM TAX GRAPHS

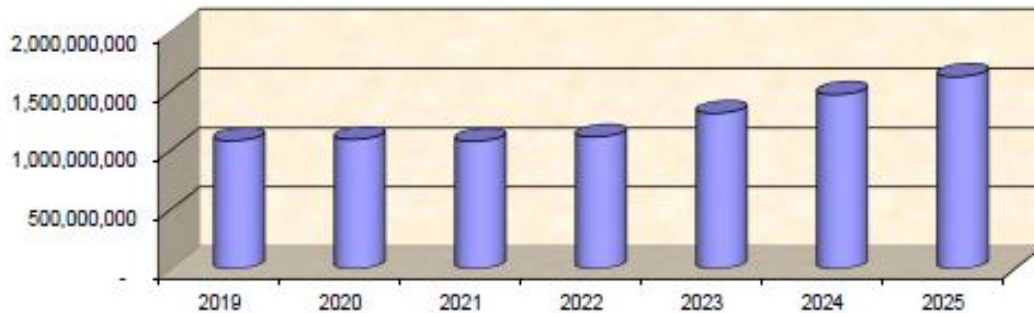
7 year Tax Rates



	2019	2020	2021	2022	2023	2024	2025
Operating Millage	5.5200	5.4992	5.8500	5.8484	5.7159	5.7201	5.7062
Debt Millage	0.6263	0.6160	0.8118	0.9671	0.8299	1.2119	1.1666
Total Millage	6.1463	6.1152	6.6618	6.8155	6.5458	6.9320	6.8728

7 Year Property Assessments

Assessment



Tax Year	2019	2020	2021	2022	2023	2024	2025
Assessment	1,079,858,914	1,090,094,727	1,074,905,255	1,111,289,895	1,311,100,447	1,469,291,321	1,621,816,894



PROPERTY TAX IMPACT/AVERAGE HOME

OPERATING MILLAGE RATE (\$) FOR A HOME APPRAISED AT \$100,000		
	ADOPTED FY 2024 MILLAGE RATE AT	ADOPTED FY 2025 MILLAGE RATE AT
	5.7021	5.7062
TAXABLE VALUE OF HOME	\$ 100,000	\$ 100,000
DIVIDED BY \$1,000	\$ 100	\$ 100
MULTIPLIED BY MILLAGE RATE	\$ 570	\$ 571
(DECREASE) / INCREASE MUNICIPAL TAX		\$0

DEBT MILLAGE RATE (\$) FOR A HOME APPRAISED AT \$100,000		
	ADOPTED FY 2024 DEBT MILLAGE RATE AT	ADOPTED FY 2025 DEBT MILLAGE RATE AT
	1.2094	1.1666
TAXABLE VALUE OF HOME	\$ 100,000	\$ 100,000
DIVIDED BY \$1,000	\$ 100	\$ 100
MULTIPLIED BY MILLAGE RATE	\$ 121	\$ 117
(DECREASE) / INCREASE DEBT MILLAGE		-\$4



BUDGET SUMMARY

ESTIMATED REVENUES	GENERAL FUND	BUILDING FEE FUND	STREET MAINTENANCE FUND	GRANTS FUND	TRANSPORTATION FUND	CAPITAL GOB FUNDS	CAPITAL PROJECTS GOB PARKS	CAPITAL PROJECT FUNDS	WATER SEWER SANITATION	WATER TRUST	SEWER TRUST	(ARPA) FUND	STORM WATER FUND	DEBT SERVICE FUNDS	TOTAL
TAXES: MILLAGE PER \$1,000															
Ad Valorem Taxes 5.7062	\$ 8,791,691														\$ 8,791,691
Ad Valorem Taxes 1.1666 (voted debt)														1,797,411	1,797,411
Local Option Gas Tax			222,780												222,780
Sur-Tax - Transportation					540,773										540,773
Franchise Fees	593,000														593,000
Utility Tax Revenue	854,888														854,888
License & Permits	640,012	769,000													1,409,012
Grant/Intergovernmental Revenue	1,156,614			105,000		48,000		3,031,500							4,341,114
Charges for Services	314,635														314,635
Fine & Forfeitures	156,200														156,200
Miscellaneous Revenue	254,878				11,000	10,000	31,000		109,000						415,878
Debt Proceeds						2,820,146									2,820,146
Water/Sewer/Sanitation Revenue									8,402,222						8,402,222
State Appropriations															0
Other Sources						7,425,000									7,425,000
Stormwater Fees													461,652		461,652
TOTAL REVENUES	\$ 12,761,918	\$ 769,000	\$ 222,780	\$ 105,000	\$ 551,773	\$ 10,303,146	\$ 31,000	\$ 3,031,500	\$ 8,511,222	\$ -	\$ -	\$ -	\$ 461,652	\$ 1,797,411	\$ 38,546,402
Transfers In	1,238,689	141,843	489,312	-	142,900	10,080,250		222,010	-	398,326	249,146		-	108,736	13,041,212
Fund Balances/Reserves/Net Assets	100,000	41,311	899,953	-	928,716	8,820,750	2,837,985	1,540,000	1,081,809	-	-	1,628,189	322,144	39,934	18,240,791
Total Rev., Transfers & Bal	\$ 14,100,607	\$ 952,154	\$ 1,612,045	\$ 105,000	\$ 1,623,389	\$ 29,204,146	\$ 2,868,985	\$ 4,793,510	\$ 9,593,031	\$ 398,326	\$ 249,146	\$ 1,628,189	\$ 783,796	\$ 1,946,081	\$ 69,858,405
EXPENDITURES															
Village Commission Department	244,892														244,892
Village Manager Department	361,813														361,813
Village Clerk Department	318,499														318,499
Finance Department	431,446														431,446
Legal Services Department	554,439														554,439
Information Technology Services Dept	477,709														477,709
General Government Department	2,397,345														2,397,345
Police Department	8,720,164			105,000											8,825,164
Communications and Special Events	594,300														594,300
Building Department		952,154													952,154
Public Works/Maintenance Department			1,612,045												1,612,045
Transportation					845,736										845,736
Capital Projects Fund						35,825,878	2,868,985	10,677,112							49,371,975
Utilities Admin/Water/Sewer/Sanitation									9,770,267						9,770,267
Storm Water													783,796		783,796
Debt Service										398,326	249,146			1,906,078	2,553,550
TOTAL EXPENDITURES	\$ 14,100,607	\$ 952,154	\$ 1,612,045	\$ 105,000	\$ 845,736	\$ 35,825,878	\$ 2,868,985	\$ 10,677,112	\$ 9,770,267	\$ 398,326	\$ 249,146	\$ -	\$ 783,796	\$ 1,906,078	\$ 80,095,130
Stormwater Improvement Trust						2,820,146							389,500		3,209,646
TOTAL CAPITAL IMPROVEMENTS	-	-	-	-	-	2,820,146	-	-	-	-	-	389,500	-	-	3,209,646
TOTAL EXP & CAP IMPROVEMENTS	\$ 14,100,607	\$ 952,154	\$ 1,612,045	\$ 105,000	\$ 845,736	\$ 38,646,024	\$ 2,868,985	\$ 10,677,112	\$ 9,770,267	\$ 398,326	\$ 249,146	\$ 389,500	\$ 783,796	\$ 1,906,078	\$ 83,304,776
Transfers Out	11,748,619	-	-	-	142,900	-	-	-	647,472	-	-	-	-	-	12,538,991
Fund Balances/Reserves/Net Assets	\$(11,748,619)	-	-	-	634,753	\$(9,441,878)	-	\$(5,883,602)	\$(824,708)	-	-	1,238,689	-	40,003	\$(25,985,362)
Total Appropriated Expenditures	\$ 14,100,607	\$ 952,154	\$ 1,612,045	\$ 105,000	\$ 1,623,389	\$ 29,204,146	\$ 2,868,985	\$ 4,793,510	\$ 9,593,031	\$ 398,326	\$ 249,146	\$ 1,628,189	\$ 783,796	\$ 1,946,081	\$ 69,858,405
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***

- Transportation Fund
- The Coronavirus State & Local Fiscal Recovery Fund (SLFRF)
American Recovery Plan Act (ARPA)
- Grant Administration Fund

- ***Governmental Funds Group – Debt Service Fund***

- Debt Service Fund – Series 2010 and 2010 Refunding Note
- Debt Service Fund – Series 2020 Roadway Improvements Note
- Debt Service Fund – Series 2022 Refunding Note
- Debt Service Fund – Series 2023 Refunding Note

- ***Governmental Funds Group – Capital Projects Fund***

- Roadway Improvements Capital Projects Fund
- Capital Projects Fund
- Capital Projects Fund-GOB
- Capital Projects Fund-Parks

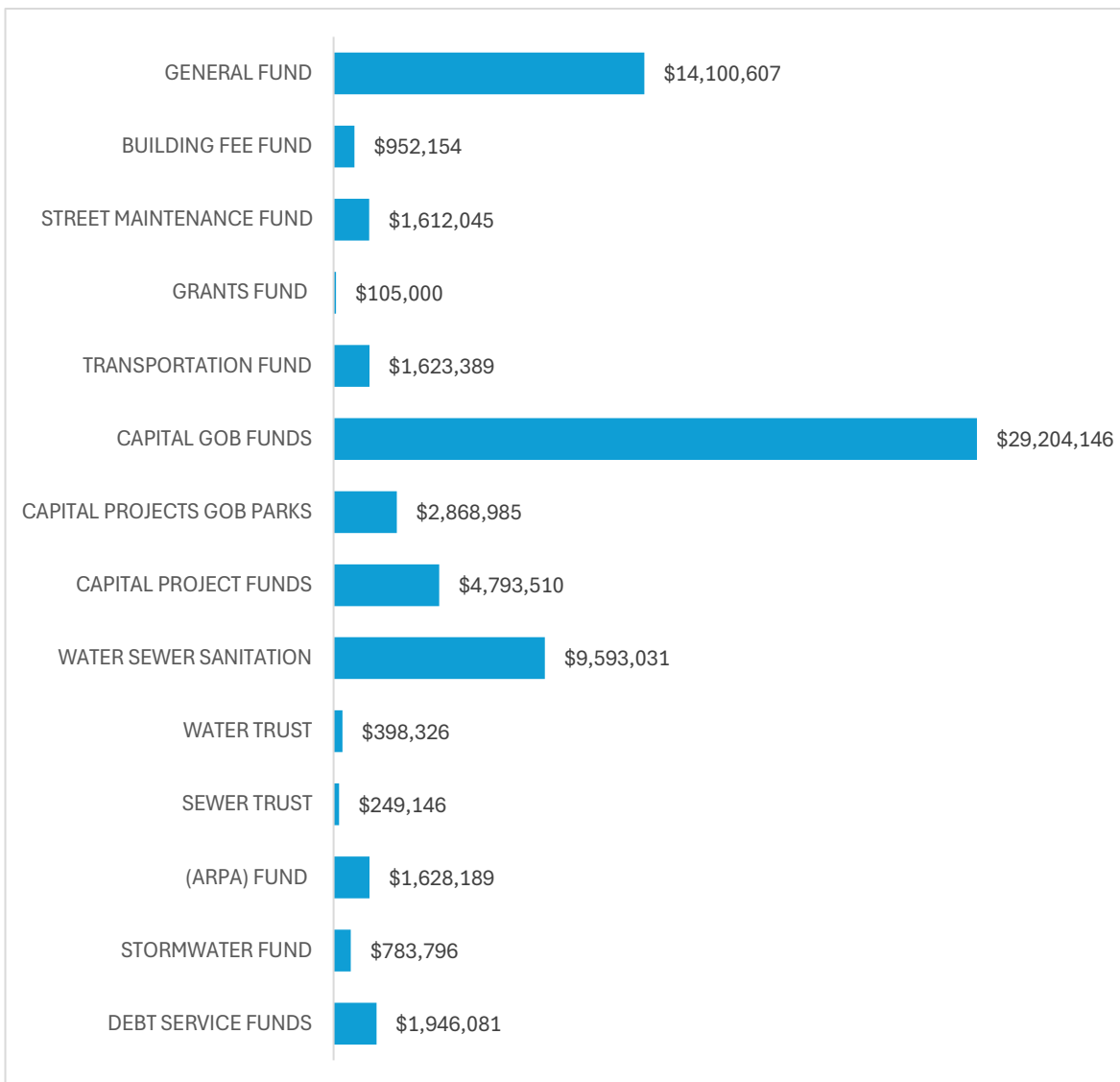
- ***Proprietary Funds Group – Enterprise Funds***

- Enterprise Fund – Water, Sewer, Sanitation Fund
- Water, Sewer & Sanitation Improvements Trust Fund
- Enterprise Fund – Stormwater Fund



SUMMARY OF FUNDS CHART

NORTH BAY VILLAGE Summary of all Expenditures and Revenues (Balanced Budget) Fiscal Year 2025





FINANCIAL SUMMARY

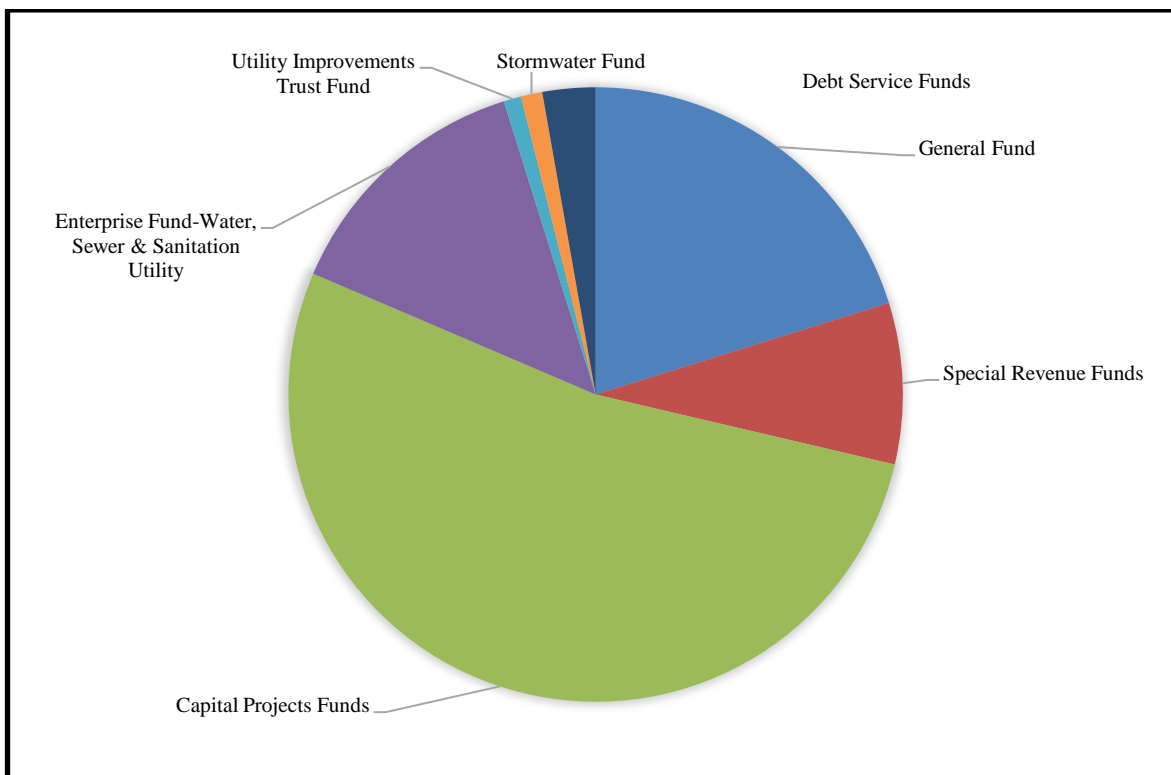
Budget Format

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 2025 budget for North Bay Village totals \$69,858,405 including revenues and expenditures.

General Fund	<u>\$ 14,100,607.22</u>
Special Revenue Funds	<u>\$ 5,920,777.01</u>
Capital Projects Funds	<u>\$ 36,866,641.00</u>
Enterprise Fund-Water, Sewer & Sanitation Utility	<u>\$ 9,593,031.00</u>
Utility Improvements Trust Fund	<u>\$ 647,471.90</u>
Stormwater Fund	<u>\$ 783,796.00</u>
Debt Service Funds	<u>\$ 1,946,081.27</u>





FUND BALANCE

General Fund Balance				
Fiscal Years	Operating Reserves 20%	Unassigned Fund Balance	Restricted/Assigned Reserves	Total Fund Balance
2012	\$ 1,129,181	\$ 964,941	\$ -	\$ 2,094,122
2013	\$ 1,232,182	\$ 861,940	\$ -	\$ 2,094,122
2014	\$ 1,112,200	\$ 653,681	\$ -	\$ 1,765,881
2015	\$ 1,143,773	\$ 1,014,515	\$ -	\$ 2,158,288
2016	\$ 1,282,999	\$ 1,182,833	\$ -	\$ 2,465,832
2017	\$ 1,497,919	\$ 1,058,737	\$ -	\$ 2,556,656
2018	\$ 1,674,570	\$ 1,236,890	\$ -	\$ 2,911,460
2019	\$ 1,759,352	\$ 995,552	\$ -	\$ 2,754,904
2020	\$ 1,843,724	\$ 705,186	\$ -	\$ 2,548,910
2021	\$ 1,653,572	\$ 1,594,078	\$ -	\$ 3,247,650
2022	\$ 1,725,003	\$ 1,522,647	\$ -	\$ 3,247,650
Unaudited Year End 2023	\$ 1,844,736	\$ 2,283,655	\$ -	\$ 4,128,391
FY 2024 Budget Through Unaudited 9/30/24*	\$ 2,076,309	\$ 2,776,390	\$ 3,493,750	\$ 8,346,449
Proposed Budget FY 2025	\$ 2,296,971	\$ 1,363,444	\$ 16,663,071	\$ 20,323,486

*Reserves calculated after removing Fund Balance transfer that came from restricted Fund Balance

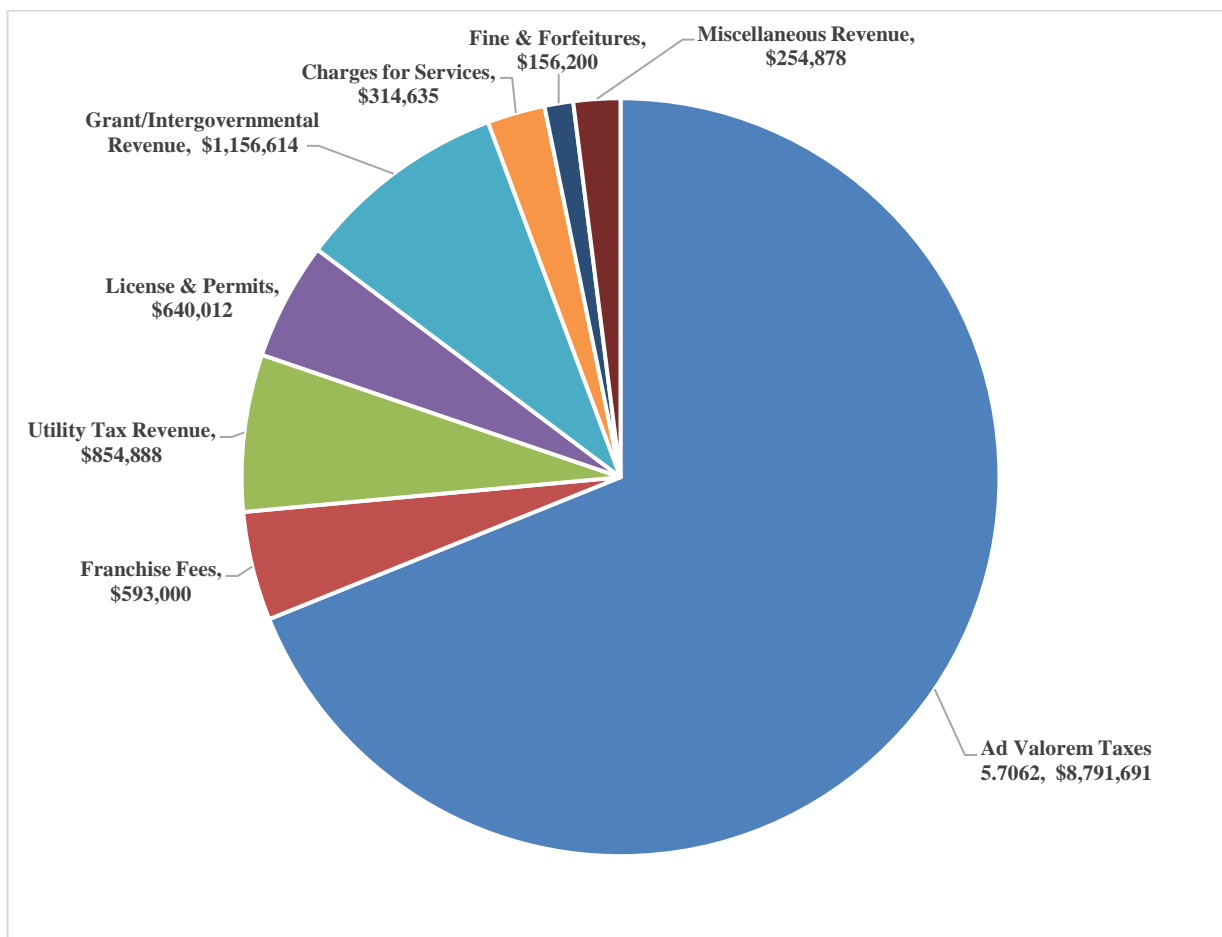


SUMMARY OF GENERAL FUND

General Fund Revenues

The General Fund serves as the primary operating fund for the Village, encompassing the resources and expenditures necessary to support essential services such as public safety, administration, parks, and infrastructure. This fund provides a financial framework for maintaining the community's quality of life and meeting the operational needs of Village government. It captures diverse revenue streams, including property taxes, utility taxes, service fees, and state and local funding, which collectively ensure the Village's fiscal sustainability and ability to deliver key programs.

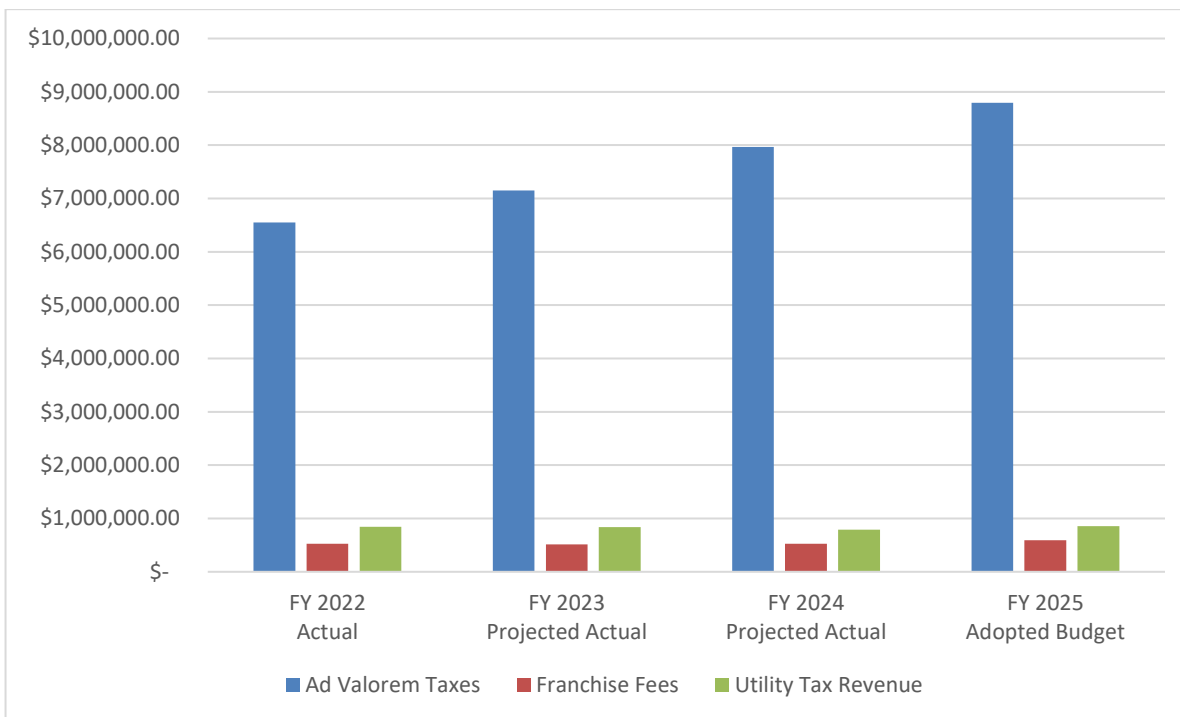
For Fiscal Year 2025, General Fund revenues are projected to total \$12,761,918, reflecting an increase of \$1,451,913 compared to the prior year's budget. This growth is primarily attributed to a significant rise in property values, which has positively impacted ad valorem tax revenues.





Locally Levied Taxes

This category includes Ad Valorem Taxes, Franchise Fees, Utility Taxes, and the Communications Service Tax. The total revenue anticipated from this category is estimated at \$10,239,579. This amount includes \$ \$8,791,691 from Ad Valorem Taxes based on operating millage rate of 5.7062. The debt millage rate is 1.1666. Ad Valorem Taxes increased \$826,824 from last year, due to an increase in property values.



Licenses and Permits

This revenue category represents income derived from local business tax receipts, registration fees, parking fees, and various permits. For FY 2025, the adopted budget projects revenue from this category to be \$640,012, which is a significant decrease compared to the FY 2024 projected actuals of \$16,670,505. This reduction reflects the completion of large, one-time fees in FY 2024, such as community contributions, impact fees, and transfer of density fees.

Intergovernmental Revenues

Total revenues for FY 2025 are projected to reach \$1,156,614, reflecting a steady increase compared to the previous year. This growth is primarily driven by \$834,653 from the Local ½ Cent Sales Tax and \$281,261 from State Revenue Sharing. While other contributions, such as County Grants, Alcoholic Beverage Licenses, and County Business Taxes, remain relatively stable, these revenues collectively support essential government services.

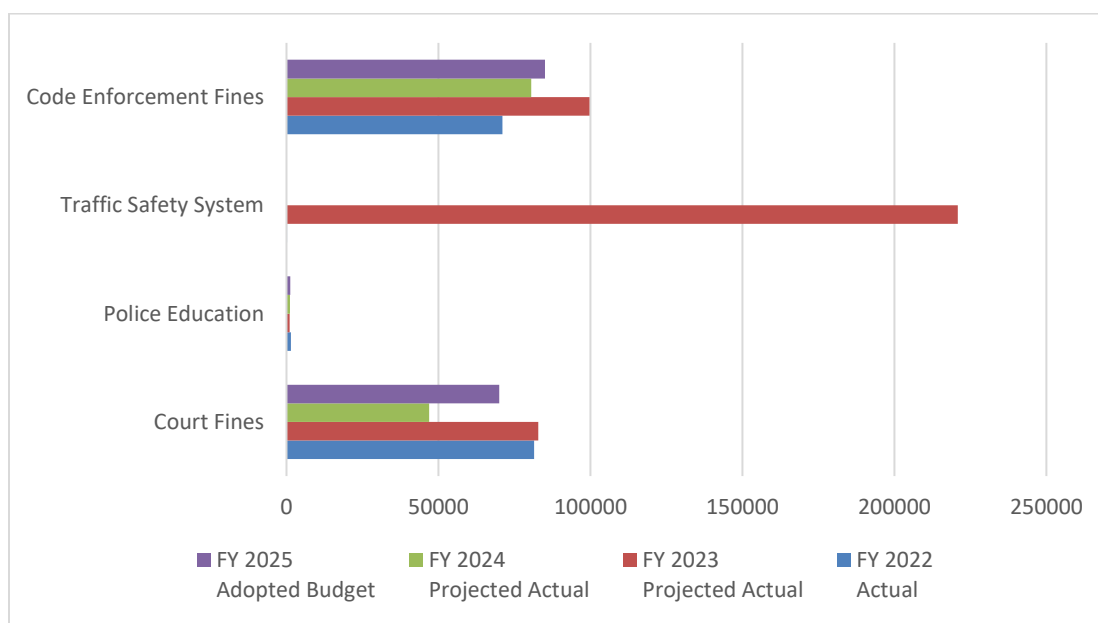


Charges for Services

Revenues in this category are projected to total \$314,635 for FY 2025, demonstrating a significant increase compared to the prior year. This increase is largely driven by anticipated Special Off-Duty Income of \$200,000, reflecting higher demand for police services. Other key contributors include \$32,000 from Record Research Fees, \$50,000 from Short-Term Vacation Rentals, and \$7,500 from Passport Fees. Although Advertising Fees are expected to decrease slightly to \$3,135, this category continues to reflect the Village's proactive approach to optimizing service-based revenues.

Fines and Forfeitures

The FY 2025 projected revenue for this category is \$156,200, reflecting a modest increase compared to the prior year. Key contributions include \$85,000 from Code Enforcement Fines and \$70,000 from Court Fines, showcasing the Village's ongoing efforts to ensure compliance and uphold public safety. Additionally, Police Education Fees are expected to contribute \$1,200, reinforcing the focus on training and community programs.



Miscellaneous Revenue

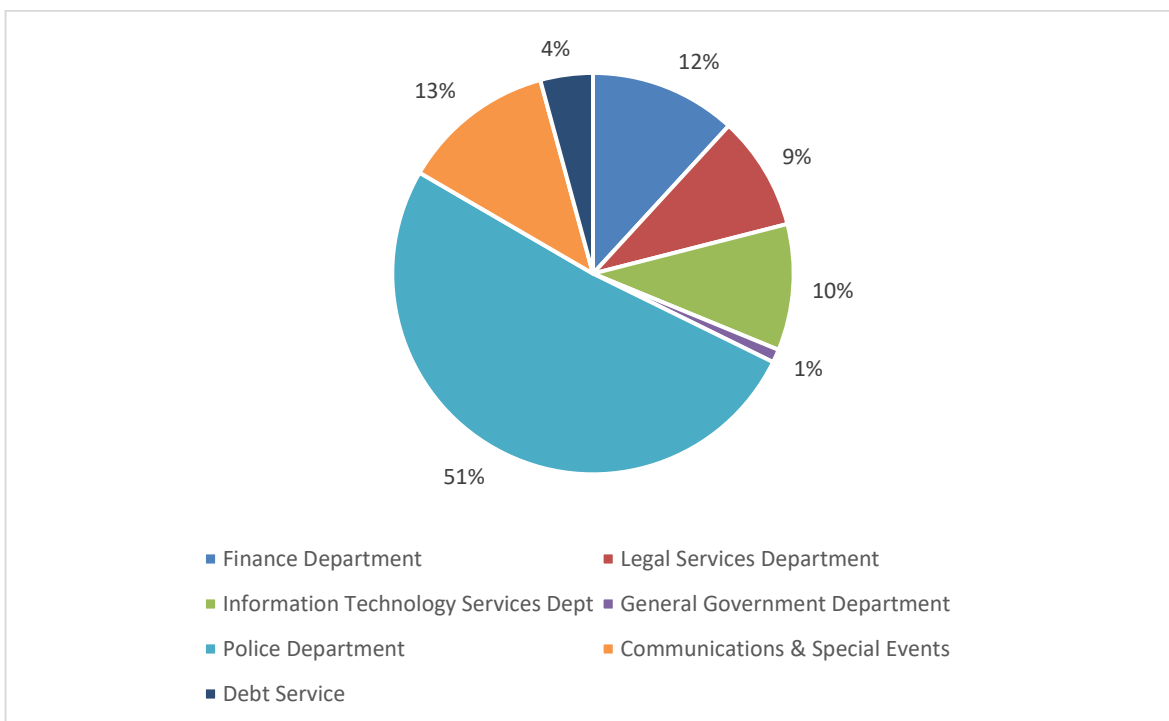
Projected revenues for FY 2025 are anticipated to total \$254,878, reflecting a streamlined focus on core miscellaneous income sources. This includes \$185,000 in interest earnings on the Village's general fund balance, representing a consistent and reliable revenue stream. Other notable contributions include \$25,678 from reimbursements for mileage (take-home vehicles) and \$33,000 from various miscellaneous revenue sources. These revenues comprise funds that do not fall under other specific categories but remain integral in supporting the Village's operational needs and financial adaptability.



General Fund Expenditures

Operating expenditures have evolved steadily over the years, reflecting the Village’s focus on maintaining quality services and meeting the needs of the community. For FY 2025, the adopted budget totals \$14,100,607, supporting key areas such as public safety, administration, and community engagement. The Police Department remains a priority, ensuring robust public safety programs, while investments in General Government, Finance, and Communications continue to enhance operational efficiency and community outreach. The Village’s budget approach remains strategic, addressing current priorities while balancing the resources necessary to sustain essential services. This careful allocation of funds highlights the Village’s commitment to responsible governance and service delivery.

The Fiscal Year 2025 General Fund expenditures of \$ \$14,100,607 are comprised of the following areas:



Personnel Services

Personnel Services expenditures represent the salaries and benefits of the Village’s full-time and part-time employees, forming the backbone of its operational workforce. For FY 2025, this category accounts for \$11,579,001, reflecting an increase of \$1,124,315 compared to last year’s budget. This growth emphasizes the Village’s commitment to attracting and retaining talented staff while addressing increased service demands and adjustments to wages and benefits. These investments ensure the Village can continue delivering high-quality services to the community.



Operating Expenditures

Operating Expenditures include the costs necessary for the day-to-day functioning of the Village, including services, supplies, and departmental operations. Key areas of focus include infrastructure maintenance, professional services, and equipment upgrades to support efficient operations and community needs.

Several departments play significant roles in driving operating expenditures. The Police Department, with a budget of \$8,720,164, constitutes the largest portion, emphasizing the Village's dedication to public safety. This includes allocations for uniforms, machinery and equipment, and community programs such as PAL and youth services. General Government expenditures, totaling \$2,397,345, reflect investments in administrative services, including contract services, insurance, and facility maintenance. The Communications and Special Events Department is also prioritized, with \$594,300 allocated to community engagement efforts, including ribbon-cutting events, sports programs, and public relations.

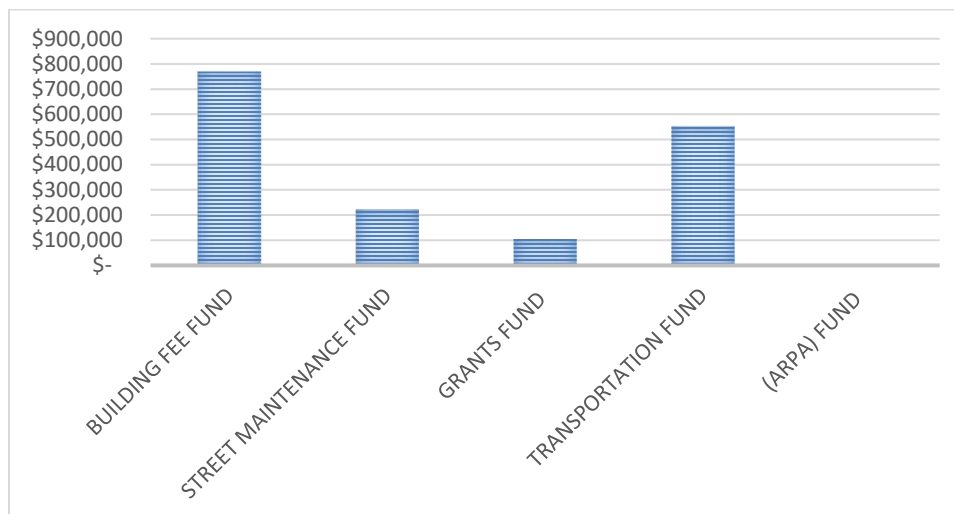
A focus on strategic investments is evident in allocations for equipment, reserves for accrued liabilities, and transfers to capital projects. These expenditures ensure that the Village maintains operational readiness while preparing for long-term growth. This careful balancing of resources demonstrates the Village's commitment to fiscal responsibility and delivering high-quality services to its residents.

Capital Outlay and Other Non-Operating Expenditures

Expenses for Capital Outlay and other non-operating expenditures represent approximately 2% of the Village's FY 2025 Budget, maintaining a consistent allocation compared to last year. This category typically includes funding for long-term investments in infrastructure, equipment, and facilities that support the Village's operational efficiency and community services. While the percentage remains stable, these expenditures play a critical role in maintaining and upgrading essential assets, ensuring the Village can continue to meet evolving community needs.



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 2025 expenditures include Contractual Services for the Building Department, Customer Service & Building Supervisor’s Salary, and other miscellaneous expenditures for office needs. The total revenue anticipated to be collected in this category for Fiscal Year 2025 is \$ \$769,000.

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 2025 expenditures include repair, maintenance of roads, road drainage, street sweeping, signage, safety, re-striping Village’s streets and miscellaneous improvements. The total revenue anticipated to be collected in this category for Fiscal Year 2025 is \$ \$222,780.

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. FY 2025 budget includes \$551,773 in revenue and represents an increase of \$18,992 from last year’s budget.

Grant Funds

The Village currently does not receive any Children’s Trust Funding for After School programming, however, we await the opportunity to reapply in the future. The Village, however, has been awarded federal JAG and BWC funding for the Police Department.



SUMMARY OF CAPITAL PROJECTS FUND

The Capital Projects budget is \$8,415,020 for Fiscal Year 2025.

The GOB Capital Projects fund is established to account for restricted funds anticipated from ad valorem debt proceeds. This fund includes \$26,336,000 for the design and construction of the Village Hall & Public Safety Complex (Including Fire Complex and Police Station).

The Capital Projects Fund is established to account for restricted funds anticipated from debt proceeds, community contribution fees, grants, and impact fees. Fiscal Year 2025 includes \$724,000 for improvements to Vogel Park, \$3,714,000 to develop Island Walk Plaza on FDOT Easement located at the east end of the causeway, and \$3,500,000 for Islandwalk connector-construction. The budget also includes \$ 477,020 for Kennedy causeway lane re-purposing.

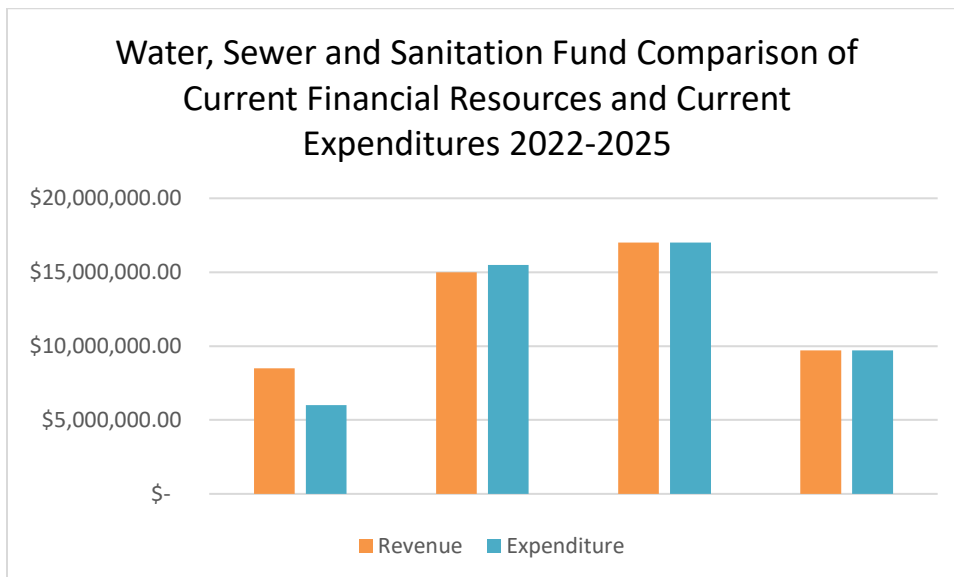
The Roadway Capital Improvement Fund is established for restricted funds anticipated from CITT and debt proceeds for roadway improvements. The budget for Fiscal Year 2025 appropriates fund balance in the amount of \$1,550,000.



SUMMARY OF 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 Fiscal Year 2025 Budget are \$ \$8,511,222 and represent an increase of \$411,838 from last year’s budget.



Stormwater 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 consist of \$783,796 for allocation in the Fiscal Year 2025 budget. The Stormwater system needs significant capital improvements in the near future and a rate increase included in the budget is necessary to support those improvements. The Stormwater Master Plan (SWMP) that was approved by the Village Commission identifies approximately \$60 million of vital improvements to prevent flooding and improve roadways to keep our Village high and dry over the next several decades. These improvements will help us combat climate change and sea level rise, which are the main factors causing increased flooding on Village roads. ARPA funding has been committed to stormwater activities.



Budget Summary – Utilities Fund & Stormwater Expenditures

Utility Funds Water, Sewer, Sanitation

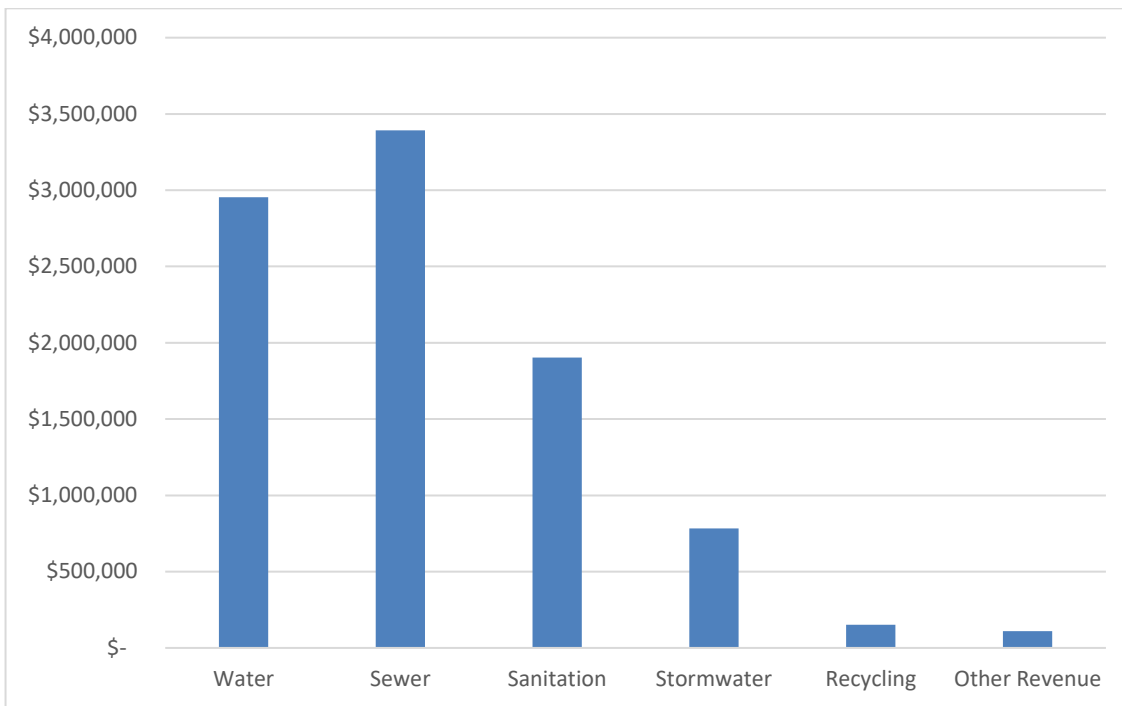
Utility Fund	FY 2022 Actual	FY 2023 Projected Actual	FY 2024 Projected Actual	FY 2025 Adopted Budget	Increase / (Decrease)
Utilities Administration	\$ 2,383,894	\$ 3,242,393	\$ 3,861,424	\$ 4,829,500	\$ 968,076
Water	\$ 1,261,061	\$ 913,234	\$ 1,026,616	\$ 1,125,318	\$ 98,702
Sewer	\$ 1,431,372	\$ 1,396,766	\$ 1,743,425	\$ 2,213,392	\$ 469,967
Sanitation	\$ 1,126,228	\$ 1,356,039	\$ 1,367,001	\$ 1,622,952	\$ 255,951
Total	\$ 6,202,555	\$ 6,908,432	\$ 7,998,466	\$ 9,791,162	

Stormwater Fund

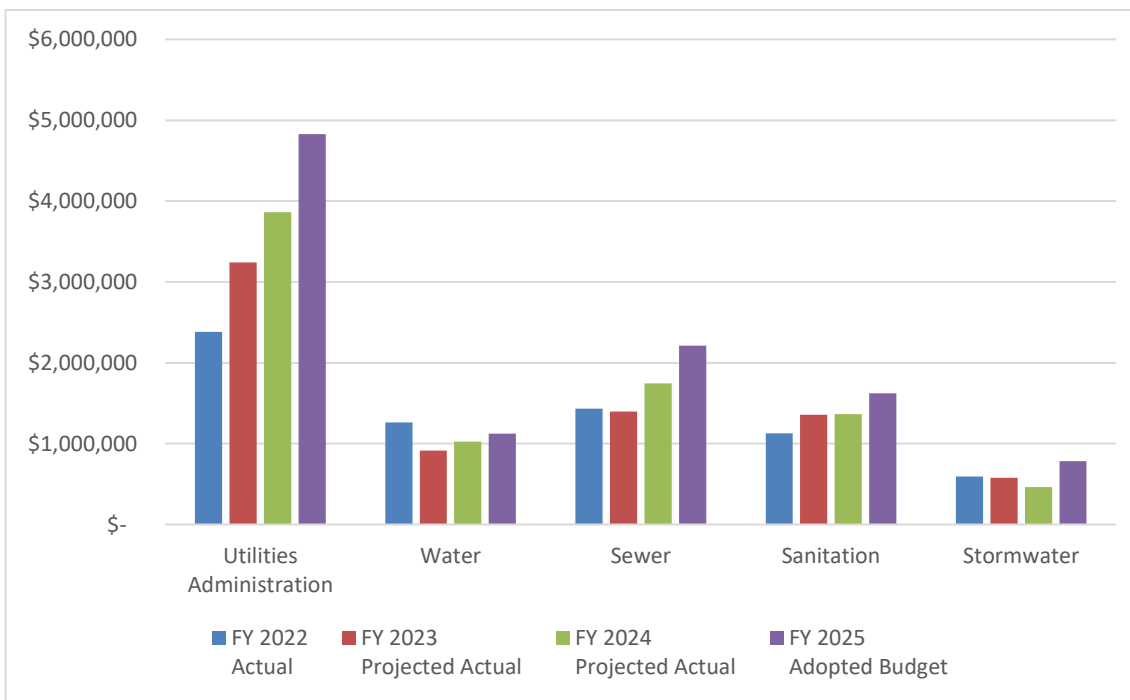
Stormwater Fund	FY 2022 Actual	FY 2023 Projected Actual	FY 2024 Projected Actual	FY 2025 Adopted Budget
Stormwater	\$ 593,018	\$ 577,471	\$ 216,405	\$ 783,796
Total	\$ 593,018	\$ 577,471	\$ 216,405	\$ 783,796



Enterprise Funds – Revenue - Summary FY 2025



Enterprise Funds Revenue – Summary FY 2022-2025





SUMMARY OF DEBT SERVICE FUNDS

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, Series 2010 Refunding Note Project Fund principal and Series 2022 principal and interest. Ad Valorem taxes in the amount of \$1,688,113 will be levied to fund this year's annual debt service requirement. The Village has several important debt-related priorities to consider.

Additionally, in July 2022 the balance of the General Obligation Bonds was issued in the amount of \$3,525,000 approved in 2008. This debt would pay for the initial improvements to the Treasure Island Elementary School (TIES), Islandwalk, Civic Park and other Park Projects as needed. The additional voted debt service millage rate for this project is estimated at 0.2293 mills.

The Village issued \$1,500,000 of non-GO debt for roadway improvements. This debt is paid for with CITT funds and will have no impact on the budget as it has been factored in at this time. Annual transfer of \$108,736 from CITT fund to debt fund to pay for the loan principal and interest.

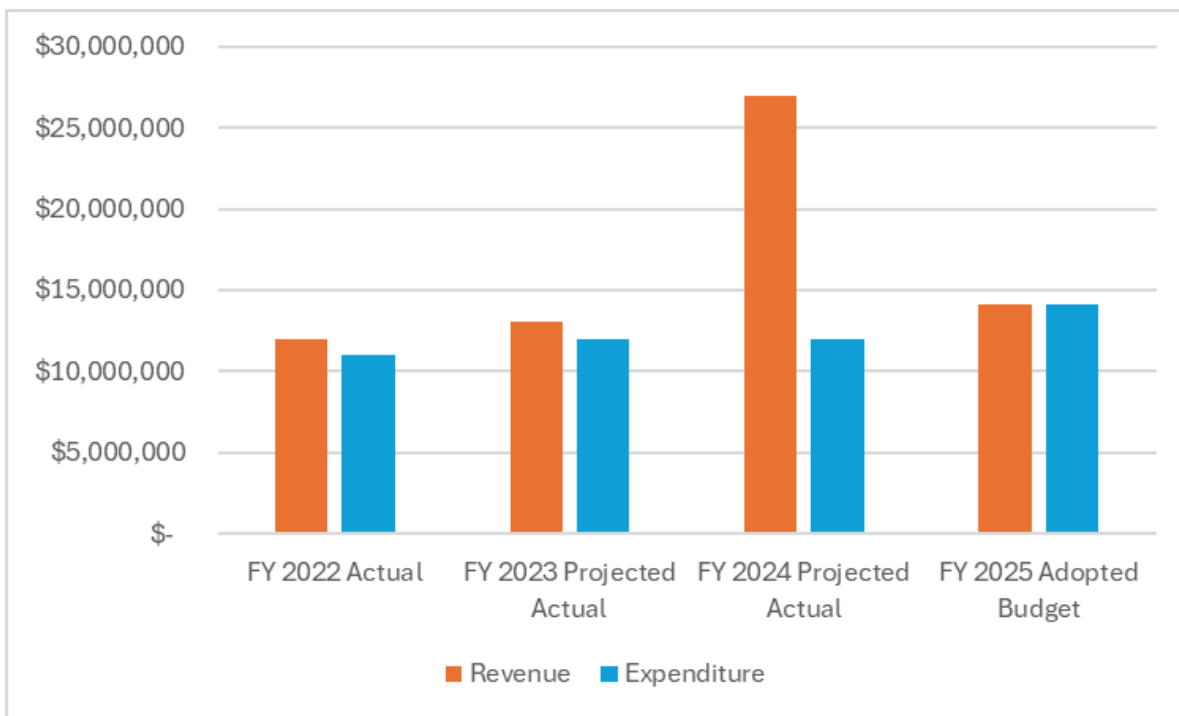
Other debt has been issued for water and sewer system improvements in the amount of \$10.2 million. That debt is being repaid from revenues generated from those systems. There is no impact to the General Fund.

The Stormwater system needs significant capital improvements in the near future and a rate increase is necessary to pay for the Stormwater master plan and design of North Bay Island pump station, in addition an additional rate increase will also be necessary to support debt that will need to be issued to pay for those improvements. We will need to undertake a rate study. A bond issue of this size must be approved by our Village's taxpayers through a Bond Referendum. The Village Commission approved a bond referendum question, and it was included and passed by the voters on the North Bay Village election ballot in November of 2022. The Village is now in the process of issuing an RFP for a \$10,000,000 Stormwater General Obligation Series 2023 Line of Credit.



GENERAL FUND

COMPARISON OF CURRENT REVENUES AND EXPENDITURES





GENERAL FUND - REVENUES AND EXPENDITURES

Account Description	FY 2022 Actual	FY 2023 Projected Actual	FY 2024 Projected Actual	FY 2025 Adopted Budget
Ad Valorem Taxes	\$ 6,552,054	\$ 7,151,668	\$ 7,964,867	\$ 8,791,691
Franchise Fees	528,447	515,567	524,832	593,000
Utility Service Tax	847,049	839,649	791,211	854,888
Licenses & Permits	347,012	3,320,365	16,670,505	640,012
Intergovernmental Revenue	1,353,731	1,101,592	1,136,791	1,156,614
General Service	296,294	117,291	291,768	314,635
Fines & Forfeitures	154,202	404,383	128,658	156,200
Miscellaneous Revenue	995,578	381,838	342,618	254,878
Total Operating Revenues	11,074,368	13,832,355	27,851,250	12,761,918
Other Non-Operating Revenues				
Unassigned Fund Balance	1,522,647	1,522,647	2,911,193	1,363,444
Fund Balance required 20%	1,725,003	2,461,622	2,076,309	2,296,971
Interfund Transfer	236,306			1,238,689
Appropriation of Fund Balance	352,580			100,000
Total Non-Operating Revenues	3,836,536	3,984,269	4,987,502	4,999,104
Operating Expenditures				
Village Commission	116,010	131,844	228,189	244,892
Village Manager	336,896	380,565	617,375	361,813
Village Clerk	236,504	125,394	251,779	318,499
Legal Services Department	382,654	350,933	473,170	431,446
Finance	255,890	376,770	419,243	554,439
Information Technology Services Dept			490,986	477,709
General Government	1,983,719	1,047,686	916,836	2,397,345
Police	6,477,088	6,724,705	7,351,839	8,720,164
Communications and Special Events Dept	294,830	386,604	436,729	594,300
Total Operating Expenditures	\$10,083,591	\$ 9,524,501	\$ 11,186,146	\$ 14,100,607
Total Debt Service for General Fund	391,628	196,394	197,515	198,486
Total Capital Outlay for General Fund		87,303	57,460	
Transfer to Building Fund				848,311
Transfers to After School & Summer Fund	16,291			
Transfers to Street Maintenance	344,721	500,653	94,643	489,312
Transfers to Transportation Fund	55,248	130,483	162,648	142,900
Transfer to Capital Projects Fund - GOB			2,997,939	2,878,750
Transfer to Capital Projects Fund				
Total Operating and Transfers	10,499,851	10,242,940	14,441,376	18,459,880
Fund Balances/Reserves/Net Assets	4,019,425	7,377,290	4,498,540	11,748,619
Total Non-Operating Expense	4,827,313	8,292,123	7,904,555	8,337,532

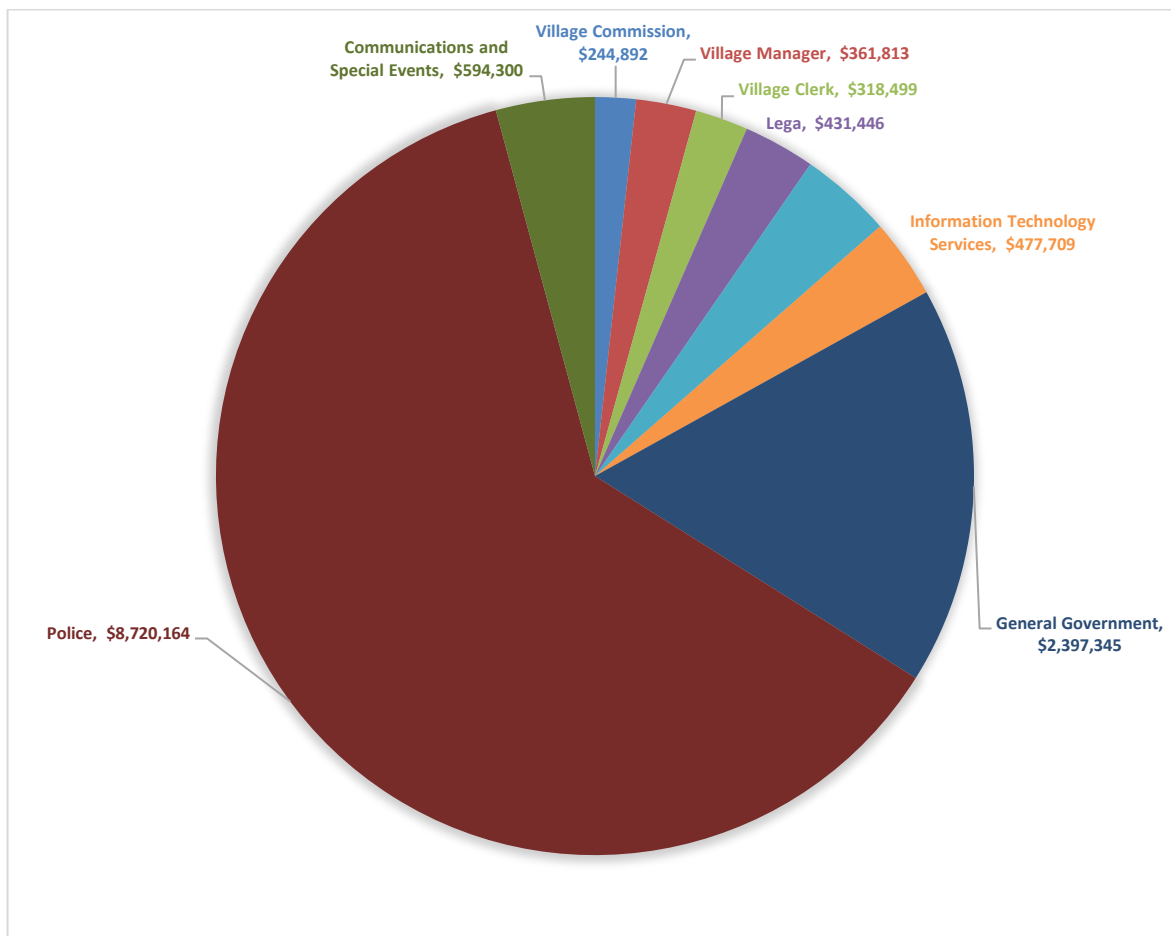


GENERAL FUND - REVENUES DETAIL

Account Description	FY 2022 Actual	FY 2023 Projected Actual	FY 2024 Projected Actual	FY 2025 Adopted Budget
Operating Revenue				
Ad Valorem Taxes	\$ 6,552,054	\$ 7,151,668	\$ 7,964,867	\$ 8,791,691
Franchise - Sanitation	342	374	1,043	500
Utility Tax - Electric	644,657	639,112	626,370	669,970
Utility Tax - Gas	17,247	14,543	12,000	12,918
Communication Service Tax	185,145	185,994	152,841	172,000
Franchise Fee - Electric	501,869	485,500	491,977	562,000
Franchise Fee - Gas	7,737	11,193	13,312	12,000
Franchise - US Postal Service	18,499	18,500	18,500	18,500
Sub - Total - Operating Revenue	7,927,550	8,506,885	9,280,910	10,239,579
Licenses & Fees				
Impact Fees - Village Hall			6,880,000	
Community Contribution Fees		2,893,750	5,751,250	
Transfer of Density Fee			2,630,000	
Height Bonus Fee			329,250	
Payment in Lieu of WFH Fee			575,410	
Local Business Tax	79,481	72,009	85,000	115,000
Registration Fee	1,025	850	1,000	800
Parking Fees -Sakura lot/Senior Center	222,985	221,408	417,595	378,060
Foreclosure Registry	5,100	3,960	1,000	1,500
Miscellaneous Permits				
Parking Fees-7918 West Drive		75,235		87,652
Parking Fees-Pay by Phone	38,421	53,153		57,000
Sub - Total Licenses & Fees	347,012	3,320,365	16,670,505	640,012
Intergovernmental Revenue				
County Grants	80,266	2,988	31,320	25,000
Other Grants	60,000			
State Revenue Sharing	290,254	268,923	277,104	281,261
Alcoholic Beverage License	4,237	5,350	5,143	5,000
Local 1/2 Cent Sales Tax	899,478	808,490	816,240	834,653
Business Tax - County	19,496	15,841	6,984	10,700
Sub - Total Intergovernmental	1,353,731	1,101,592	1,136,791	1,156,614
Charges For Services				
Administrative Fee for Off-Duty Detail	7,783	10,580	10,760	9,500
Record Research and Review	72,300	33,934	34,429	32,000
Passport Fee	13,120	7,598	8,887	7,500
Special Off-Duty Detail Income	148,402	-	179,912	200,000
Short Term Vacation Rental	50,000	60,500	40,600	50,000
Burglar Alarm Revenues	10			
Advertising / Bus Stop	4,680	4,680	4,680	3,135
Youth Summer Program-Police			12,500	12,500
Sub - Total Charges for Services	296,294	117,291	291,768	314,635
Fines & Forfeitures				
Court Fines	81,512	82,847	46,927	70,000
Police Education	1,422	1,019	1,174	1,200
Traffic Safety System	179	220,883		
Code Enforcement Fines	71,090	99,635	80,557	85,000
Sub - Total Fines & Forfeitures	154,202	404,383	128,658	156,200
Miscellaneous Revenue				
Reimbursement-OCDEF	3,906	3,259		
Community Contribution Fees	794,750			
Settlements			2,412	
Interest Earnings	3,122	26,786	173,105	185,000
Contributions & Donations	14,120	57,933	33,325	
Reimbursement-Insurance Claims	37,129	146,599	57,291	
Reimbursement-School Crossing Guard	1,968	1,291	1,091	1,200
Reimbursement-Mileage (take home veh)	20,439	19,485	24,112	25,678
Other Financial Assistance-Federal	35,271	79,591	3,853	
Other Miscellaneous Revenue	71,623	37,193	34,896	33,000
Lobbyist Registration Fee	13,250	9,700	12,533	10,000
Loan Debt Proceeds				
Sub - Total Miscellaneous Revenue	995,578	381,837	342,618	254,878
TOTAL REVENUE	\$ 11,074,367	\$ 13,832,353	\$ 27,851,250	\$ 12,761,918



GENERAL FUND - EXPENDITURES BY DEPARTMENT



GENERAL FUND - EXPENDITURES BY DEPARTMENT

Expenditures by Department	FY 2022 Actual	FY 2023 Projected Actual	FY 2024 Projected Actual	FY 2025 Adopted Budget	% of Total Adopted Budget	Increase / (Decrease)
Village Commission	\$ 116,010.00	\$ 131,844.00	\$ 228,189.00	\$ 244,892	2%	\$ 16,703.00
Village Manager	\$ 336,896.00	\$ 380,565.00	\$ 617,375.00	\$ 361,813	3%	\$ (255,562.00)
Village Clerk	\$ 236,504.00	\$ 125,394.00	\$ 251,779.00	\$ 318,499	2%	\$ 66,720.00
Lega	\$ 382,654.00	\$ 350,933.00	\$ 473,170.00	\$ 431,446	3%	\$ (41,724.00)
Finance	\$ 255,890.00	\$ 376,770.00	\$ 419,243.00	\$ 554,439	4%	\$ 135,196.00
Information Technology Services			\$ 490,986.00	\$ 477,709	3%	\$ (13,277.00)
General Government	\$ 1,983,719.00	\$ 1,047,686.00	\$ 916,836.00	\$ 2,397,345	17%	\$ 1,480,508.78
Police	\$ 6,477,088.00	\$ 6,724,705.00	\$ 7,351,839.00	\$ 8,720,164	62%	\$ 1,368,325.00
Communications and Special Events	\$ 294,830.30	\$ 386,604.30	\$ 436,729.00	\$ 594,300	4%	\$ 157,571.00
Totals				\$ 14,100,607	100%	\$ 2,914,460.78



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.

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 on 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

PERFORMANCE INDICATORS

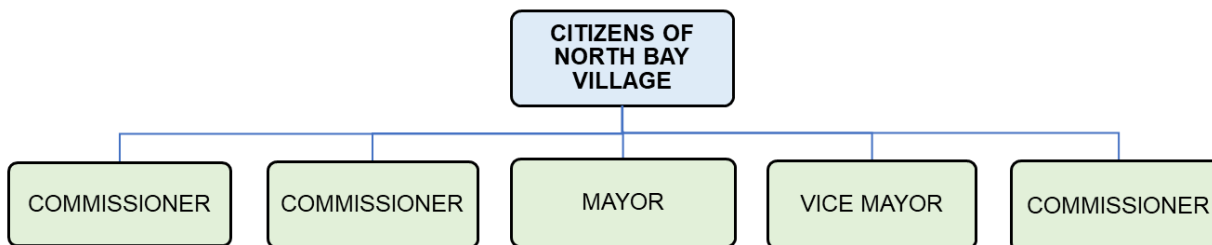
- Regular Village Commission meetings are held on the second Tuesday of every month at a site determined by the Commission.
- Village Commission meetings are noted on the Village's website and the public is always welcome.
- Village Commission meetings are also broadcast on North Bay Village TV & streamed live on NBV Website.



Expenditure Category Summary

VILLAGE COMMISSION					
EXPENDITURE CATEGORY SUMMARY					
Account Description	FY 2022 Actual	FY 2023 Actual	FY 2024 Adopted Budget	FY 2024 Projected Actual	FY 2025 Adopted Budget
PERSONNEL SERVICES	\$ 85,203	\$ 35,619	\$ 119,207	\$ 124,404	\$ 107,020
MATERIAL, SUPPLIES, SERVICES	30,807	22,878	81,101	99,860	137,872
TOTAL OPERATING BUDGET	\$ 116,010	\$ 58,497	\$ 200,308	\$ 224,263	\$ 244,892
CAPITAL	-	-	-	-	-
DEBT SERVICE	-	-	-	-	-
GRANT & AIDS	-	-	-	-	-
OTHER NON-OPERATING EXPENSES	-	-	-	-	-
TOTAL NON-OPERATING BUDGET	-	-	-	-	-
TOTAL DEPARTMENT BUDGET	\$ 116,010	\$ 58,497	\$ 200,308	\$ 224,263	\$ 244,892

VILLAGE COMMISSION ORGANIZATIONAL CHART





Departmental Budget Worksheet

Type	Description	Qty	Cost	Extended Amount	Comment
001.11.511.1100	COMMISSION SALARIES	1	7,800	7,800	MAYOR
	COMMISSION SALARIES	1	6,300	6,300	VICE MAYOR
	COMMISSION SALARIES	1	6,300	6,300	COMMISSIONER
	COMMISSION SALARIES	1	6,300	6,300	COMMISSIONER
	COMMISSION SALARIES	1	6,300	<u>6,300</u>	COMMISSIONER
				33,000	
001.11.511.1200	Regular Salary	1	75,000	75,000	LEGISLATIVE AIDE TO THE COMMISSION
	COLA	1	-	<u>-</u>	LEGISLATIVE AIDE TO THE COMMISSION
				75,000	
001.11.511.1570	Clothing Allowance	1	0	<u>-</u>	LEGISLATIVE AIDE TO THE COMMISSION
001.11.511.1600	Compensation Personnel	1	3469	<u>3,469</u>	LEGISLATIVE AIDE TO THE COMMISSION
001.11.511.2100	Fica	1	-	597	MAYOR
	FICA	1	-	482	VICE MAYOR
	FICA	1	-	482	COMMISSIONER
	FICA	1	-	482	COMMISSIONER
	FICA	1	-	482	COMMISSIONER
	FICA	1	-	<u>6,860</u>	LEGISLATIVE AIDE TO THE COMMISSION
				9,385	
001.11.511.2200	Retirement Contributions	1	6,713	<u>6,713</u>	LEGISLATIVE AIDE TO THE COMMISSION
001.11.511.2300	Health, Dental & Life	1	8,892	<u>8,892</u>	LEGISLATIVE AIDE TO THE COMMISSION
001.11.511.2400	Workers Compensation	1	-	22	MAYOR
	WORKERS COMP	4	-	72	COMMISSIONERS W/COMP
	WORKERS COMP	1	-	<u>238</u>	LEGISLATIVE AIDE TO THE COMMISSION
				332	



001.11.511.2700	Cost Allocation	1	(29,771)	<u>(29,771)</u>	COST ALLOCATION
001.11.511.5345	Travel, Conferences & Meetings	1	14,000	14,000	MAYOR
001.11.511.5341	Travel, Conferences & Meetings	1	7,000	7,000	VICE MAYOR
001.11.511.5342	Travel, Conferences & Meetings	1	7,000	7,000	AT LARGE COMMISSIONER
001.11.511.5343	Travel, Conferences & Meetings	1	7,000	7,000	TREASURE ISLAND COMMISSIONER
001.11.511.5340	Travel, Conferences & Meetings	1	2,000	2,000	LEGISLATIVE AIDE TO THE COMMISSION
001.11.511.5344	Travel, Conferences & Meetings	1	7,000	<u>7,000</u>	HARBOR ISLAND COMMISSIONER
				44,000	
001.11.511.5360	Telephone				
	CELL PHONE-SERVICE/DATA	12	100	1,200	MAYOR
	CELL PHONE-SERVICE/DATA	12	100	1,200	VICE MAYOR
	CELL PHONE-SERVICE/DATA	12	100	1,200	COMMISSIONER
	CELL PHONE-SERVICE/DATA	12	100	1,200	COMMISSIONER
	CELL PHONE-SERVICE/DATA	12	100	1,200	COMMISSIONER
	CELL PHONE-SERVICE	1	-	<u>-</u>	LEGISLATIVE AIDE TO THE COMMISSION
				6,000	
001.11.511.3102	Other-Legal	1	25,000	<u>25,000</u>	DEFENSE EXPENSE-MAYOR & COMMISSION
001.11.511.5405	Dues, Subscriptions & Memberships	1	890	890	FL LEAGUE OF CITIES-INCLUDES MAGAZINE/AD
		1	350	350	FL LEAGUE OF MAYORS
		1	230	230	MIAMI HERALD
		1	5,200	5,200	MIAMI BEACH CHAMBER OF COMMERCE
		1	1,202	<u>1,202</u>	NATIONAL LEAGUE OF CITIES
				7,872	
001.11.511.5465	Community Sponsored Events	1	5,000	5,000	MAYOR
		1	5,000	<u>5,000</u>	COASTAL MAYOR'S GROUP EVENT
				10,000	
001.11.511.5466	Community Sponsored Events	1	5,000	<u>5,000</u>	VICE MAYOR
001.11.511.5467	Community Sponsored Events	1	5,000	<u>5,000</u>	AT LARGE COMMISSIONER
001.11.511.5468	Community Sponsored Events	1	5,000	<u>5,000</u>	TREASURE ISLAND COMMISSIONER



001.11.511.5469	Community Sponsored Events	1	5,000	<u>5,000</u>	HARBOR ISLAND COMMISSIONER
001.11.511.5470	Special Project	1	-	<u>-</u>	INCLUDING ISLAND WALK
001.11.511.9000	Contingency	1	25,000	<u>25,000</u>	ASSISTANCE
	TOTAL			<u>\$244,892</u>	



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 the 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.

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 Village Commission. The Village Manager is responsible for providing 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 Village 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 public; and prepares and presents reports to the Village 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 expenditure.

DEPARTMENT GOALS

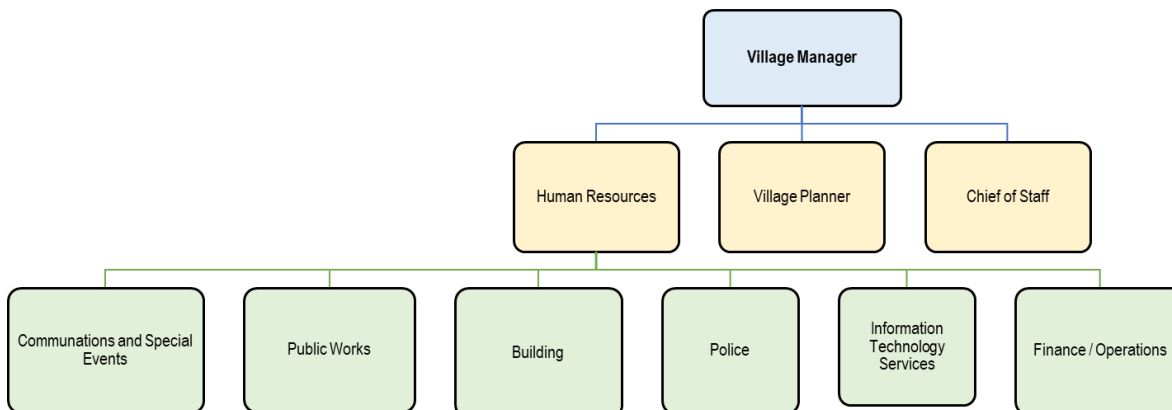
- Ensure programs, policies and projects are implemented as approved by the Village Commission.
- Ensure Capital Projects are established and implemented.
- Continue to improve communications with the residents.
- Coordinate the application of funding for Capital Projects.

Expenditure Category Summary

VILLAGE MANAGER					
EXPENDITURE CATEGORY SUMMARY					
Account Description	FY 2022 Actual	FY 2023 Actual	FY 2024 Adopted Budget	FY 2024 Projected Actual	FY 2025 Adopted Budget
PERSONNEL SERVICES	\$ 326,433	\$ 466,569	\$ 489,221	\$ 390,046	\$ 314,387
MATERIAL, SUPPLIES, SERVICES	10,462	13,380	14,920	51,487	54,920
TOTAL OPERATING BUDGET	\$ 336,895	\$ 479,949	\$ 504,141	\$ 441,533	\$ 369,307
CAPITAL	-	-	-	-	-
DEBT SERVICE	-	-	-	-	-
GRANT & AIDS	-	-	-	-	-
OTHER NON-OPERATING EXPENSES	-	-	-	-	-
TOTAL NON-OPERATING BUDGET	-	-	-	-	-
TOTAL DEPARTMENT BUDGET	\$ 336,895	\$ 479,949	\$ 504,141	\$ 441,533	\$ 369,307



VILLAGE MANAGER ORGANIZATIONAL CHART



Village Manager's Department Performance Measures/Indicators	1 st Qtr.	2 nd Qtr.	3 rd Qtr.	4 th Qtr.
Village Hall / Fire Station - finish negotiations on MOU with Miami-Dade Fire Rescue.	X			
Village Hall / Fire Station – finish design				X
AFA / TIES – finish negotiating agreement with Miami-Dade County Public Schools.	X			
AFA / TIES – finish design and hold groundbreaking at Treasure Island Elementary School.				X
AFA / TIES – finish design and hold groundbreaking at Galleon Street Property.				X
Ensure the FY 2025 Budget and long-term plans are adopted and implemented in accordance with the direction of the Village Commission.	X	X	X	X
Negotiate development agreements		X	X	X
Secure 4 new Grants				X
Submit at least 2 new Legislative appropriations			X	
Implement and enroll employees into health, dental and vision plans that help to support fiscal resilience for the Village, while ensuring employees receive competitive benefits	X			
Continue to enhance employee training program		X		
Complete re-organization of all employee personnel files & update of all Employee manuals				X
Prepare & Present FY 2026 Budget by July 31, 2025				X



Departmental Budget Worksheet

Type	Description	Qty	Cost	Extended Amount	Comment
001.12.512.1200	Regular Salaries	1	150,000	150,000	VILLAGE MANAGER
	REGULAR SALARY	1	136,538	136,538	HR DIRECTOR
	REGULAR SALARY	1	100,000	100,000	CHIEF OF STAFF
	COLA	1	4,800	<u>4,800</u>	CHIEF OF STAFF
				391,338	
001.12.512.1600	Compensation Personnel	1	26,627	<u>26,627</u>	COMPENSATED ABSENCES/CASH OUT SICK & VACATION
001.12.512.1501	Car Allowance				
	CAR ALLOWANCE	1	8,000	<u>8,000</u>	VILLAGE MANAGER
				8,000	
001.12.512.2100	Fica				
	FICA	1	18,000	18,000	VILLAGE MANAGER
	FICA	1	9,555	9,555	HR DIRECTOR
	FICA	1	8,234	<u>8,234</u>	CHIEF OF STAFF
				35,789	
001.12.512.2200	Retirement Contribution				
	FRS CONTRIBUTION	1	0	0	VILLAGE MANAGER
	FRS CONTRIBUTION	1	42,805	42,805	HR DIRECTOR
	FRS CONTRIBUTION	1	14,655	<u>14,655</u>	CHIEF OF STAFF
				57,460	
001.12.512.2300	Health, Dental & Life				
	HEALTH, DENTAL, LIFE & DISAB.	1	0	-	VILLAGE MANAGER
	HEALTH, DENTAL, LIFE & DISAB.	1	25,711	25,711	HR DIRECTOR
	HEALTH, DENTAL, LIFE & DISAB.	1	11,739	<u>11,739</u>	CHIEF OF STAFF
				37,450	
001.12.512.2400	Workers Compensation				
	WORKERS COMP	1	584	584	VILLAGE MANAGER
	WORKERS COMP	1	314	314	HR DIRECTOR
	WORKERS COMP	1	272	<u>272</u>	CHIEF OF STAFF
				1,170	
001.12.512.2700	Cost Allocation	1	(203,447)	<u>(203,447)</u>	COST ALLOCATION
001.12.512.3160	Professional Services	1	40,000	<u>40,000</u>	H.R. CONSULTANT & TEMP AGENCY
001.12.512.5340	Travel, Conferences & Legislative Meetings				
	TRAVEL & CONFERENCES	1	4,000	4,000	VILLAGE MANAGER



	TRAVEL & CONFERENCES	1	3,000	3,000	HR DIRECTOR
	TRAVEL & CONFERENCES	1	2,000	<u>2,000</u>	CHIEF OF STAFF
				9,000	
001.12.512.5360	Telephone				
	CELL PHONE/DATA	12	80	960	HR DIRECTOR
	CELL PHONE/DATA	12	80	<u>960</u>	CHIEF OF STAFF
				1,920	
001.12.512.5405	Dues, Subscriptions & Memberships				
	<u>ICMA</u> (INTERNATIONAL CITY/COUNTY MANAGEMENT ASSOCIATION)	1	2,161	2,161	VILLAGE MANAGER & HR DIRECTOR
	<u>APA</u> (AMERICAN PLANNING ASSOC)/ <u>SHRM</u> (SOCIETY FOR HR MANAGEMENT)/ <u>IPMA</u> -HR (INTERNATIONAL PUBLIC MANAGEMENT ASSOCIATION FOR HR)	1	625	625	HR DIRECTOR
	<u>MDCCMA</u> (Miami-Dade City & County Management Assoc.)	2	150	300	VILLAGE MANAGER & HR DIRECTOR
	OTHER	1	914	<u>914</u>	MEMBERSHIP TO VARIOUS ORGANIZATIONS
				4,000	
	TOTAL			<u><u>\$369,307</u></u>	



GENERAL FUND - OFFICE OF THE VILLAGE CLERK

DEPARTMENT MISSION STATEMENT

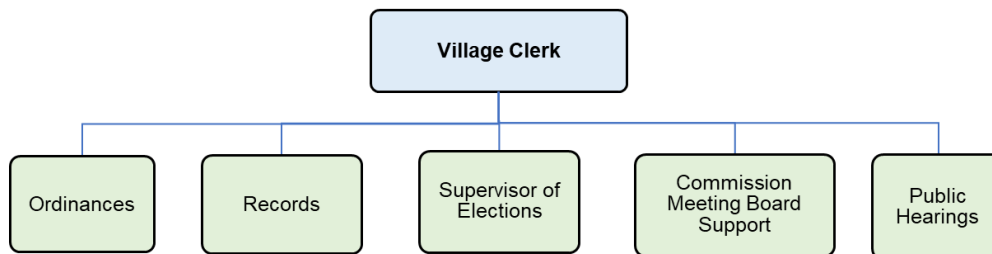
The Office of the Village Clerk strives to provide transparency in government processes, act as the official resource center for the Village archives, and provide courteous service to the Village Commission, Village Administration, and the public.

DESCRIPTION OF SERVICES AND ACTIVITIES

- Village Clerk serves as the Municipal Supervisor of Elections, in conjunction and coordination with the Miami-Dade County Department of Elections.
- Serves as the Records Management Liaison Officer (RMLO) for the Village and is also responsible for establishing and coordinating the Village's Records Management Program.
- Manages all public records requests for the Village in compliance with Florida Statutes.
- Handles all advertisements of all of the Village Public Meetings, Public Hearings, Ordinances, public notices, Request for Proposals (RFP), Request for Qualifications (RFQ), Invitation to Bid (ITB), and any other legal advertising as required by law.
- Serves as the Financial Disclosure Coordinator with the State of FL Commission on Ethics.
- Records the annual financial disclosures of all appointed residents advisory Board Members, and appointed Village Directors.
- Maintains custody of all of the Village's vital records including Agreements, Contracts, Minutes, Ordinances, and Resolutions.
- Manages and coordinates all of the Residents Advisory Board meetings, agendas, minutes, research, and after-action.
- Responsible for the scheduling, preparing, and publishing agendas for various meetings including:
 - Village Commission Meetings (Regular, Special, and Workshops)
 - All of the Resident Advisory Board Meetings
 - Special Magistrate Hearings
 - Town Hall Meetings
 - Sunshine Meetings (where any two or more elected or appointed officials meet)
- Administers the publication of the Village Code.
- Administer the oath of office to the elected officials, appointed Advisory Board Members, and staff.
- Coordinates the Annual ethics training for all elected officials and resident Advisory Board Members.
- Records all of the annual outside employment requests and filings.
- Records all annual lobbyist registration filings in the Village.



VILLAGE CLERK ORGANIZATIONAL CHART



Village Clerk’s Department Performance Measures/Indicators	FY 2022 Actual	FY 2023 Actual	FY 2024 Proj. Actual	FY 2025 Estimated
Public records requests	131	200	200	235
Public notices posted	40	100	100	82
Muni-code codifications	1	4	4	3
Ordinances processed	14	15	15	3
Resolutions processed	103	150	150	57
Lobbyist registrations processed	27	30	30	17
Commission Meetings	20	20	20	20
Advisory Board/Task Force meetings	47	24	24	26

The above tally and projections are part of the 24-25 Village Clerk’s Office budget documents.

DEPARTMENT GOALS

- Continue to administer the publication and maintenance of the Village Code of Ordinances, including approved supplements.
- Provide legal advertising to fulfill statutory requirements of local and State laws.
- Continue the reconciliation and management of the Village contracts/agreements.

Expenditure Category Summary

VILLAGE CLERK					
EXPENDITURE CATEGORY SUMMARY					
Account Description	FY 2022 Actual	FY 2023 Actual	FY 2024 Adopted Budget	FY 2024 Projected Actual	FY 2025 Adopted Budget
PERSONNEL SERVICES	\$ 177,570	\$ 137,743	\$ 162,155	\$ 149,821	\$ 232,393
MATERIAL, SUPPLIES, SERVICES	34,037	50,750	64,170	37,676	86,107
TOTAL OPERATING BUDGET	\$ 211,607	\$ 188,493	\$ 226,325	\$ 187,497	\$ 318,500
CAPITAL	24,897	27,000	-	-	-
TOTAL NON-OPERATING BUDGET	24,897	27,000	-	-	-
TOTAL DEPARTMENT BUDGET	\$ 236,504	\$ 215,493	\$ 226,325	\$ 187,497	\$ 318,500



Departmental Budget Worksheet

Type	Description	Qty	Cost	Extended Amount	Comment
001.13.512.1200	Regular Salaries	1	150,800	150,800	VILLAGE CLERK
	REG SALARY	1	62,400	62,400	ASSISTANT TO THE VILLAGE CLERK
	COLA	1	6,845	6,845	VILLAGE CLERK
	COLA	1	2,995	<u>2,995</u>	ASSISTANT TO THE VILLAGE CLERK
				223,040	
001.13.512.1600	Compensation Personnel	1	1,233	<u>1,233</u>	COMPENSATED ABSENCES/CASH OUT SICK & VACATION
001.13.512.2100	Fica				
	FICA	1	12,021	12,021	VILLAGE CLERK
	FICA	1	5,000	<u>5,000</u>	ASSISTANT TO THE VILLAGE CLERK
				17,021	
001.13.512.2200	Retirement Contribution				
	FRS CONTRIBUTION	1	52,236	52,236	VILLAGE CLERK
	FRS CONTRIBUTION	1	9,184	<u>9,184</u>	ASSISTANT TO THE VILLAGE CLERK
				61,420	
001.13.512.2300	Health, Dental & Life				
	HEALTH, DENTAL, LIFE & DISAB.	1	18,306	18,306	VILLAGE CLERK
	HEALTH, DENTAL, LIFE & DISAB.	1	11,766	<u>11,766</u>	ASSISTANT TO THE VILLAGE CLERK
				30,072	
001.13.512.2400	Workers Compensation				
	WORKERS COMP	1	398	398	VILLAGE CLERK
	WORKERS COMP	1	168	<u>168</u>	ASSISTANT TO THE VILLAGE CLERK
				566	
001.13.513.2700	Cost Allocation	1	(100,959)	<u>(100,959)</u>	COST ALLOCATION
001.13.512.3120	Ordinance Codification				TO INCORPORATE NEW LEGISLATION INTO VILLAGE CODE
		1	4,500	<u>4,500</u>	CODIFY REVISIONS TO ENTIRE VILLAGE CODE
				4,500	
001.13.512.3160	Professional Services	1	25,000	<u>25,000</u>	DOCUMENT SCANNING/SHREDDING/MAILING
				25,000	



001.13.512. 3403	Election Expense				
	GENERAL	1	20,000	<u>20,000</u>	ELECTION EXPENSE
001.13.512. 4809	Advertising	1	20,000	<u>20,000</u>	TO PROVIDE REQUIRED LEGAL ADVERTISING
001.13.512. 5340	Travel, Conferences & Meetings				
	CONF				
	REGIST/TRV/LODGING	1	500	500	FAU RECORDS MANAGEMENT TRAINING
	CONF				
	REGIST/TRV/LODGING	1	2,000	2,000	IIMC CONFERENCE (REGISTRATION & LODGING)
	CONF				
	REGIST/TRV/LODGING	1	2,000	2,000	FACC CONFERENCE (REGISTRATION & LODGING)
		1	500	<u>500</u>	OTHER CONFERENCES & MEETINGS
				5,000	
001.13.512. 5360	Telephone				
	CELL PHONE	12	86	1,032	VILLAGE CLERK
	CELL PHONE	12	50	<u>600</u>	ASSISTANT TO THE VILLAGE CLERK
				1,632	
001.13.512. 5405	Dues, Subscriptions & Memberships				
	MEMBERSHIP	2	75	150	MIAMI-DADE COUNTY MUNICIPAL CLERKS
		2	175	350	FLORIDA ASSOCIATION OF CITY CLERKS
		1	75	75	FLORIDA ASSOCIATION OF BUSINESS TAX RECEIPTS
		2	175	350	INTERNATIONAL INSTITUTE OF MUNICIPAL CLERKS
		1	2,175	2,175	MUNICIPAL CODE CORPORATION-GRL & ULDS
		1	525	525	OTHER DUES & MEMBERSHIPS
		1	350	<u>350</u>	FLORIDA ASSOCIATION OF RECORDS MANAGEMENT
				3,975	
001.13.512. 5500	Education & Training	1	1,000	<u>1,000</u>	TRAINING FOR CERTIFICATION
001.13.512. 6410	Office Equipment				
	ADVERTISING				
	SOFTWARE	1	5,000	<u>5,000</u>	SOFTWARE
				5,000	
	TOTAL			<u><u>\$318,500</u></u>	



GENERAL FUND -FINANCE DEPARTMENT

DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

The Mission Statement of the Finance Department is to provide for the effective, lawful, and efficient management of the Village's financial matters. The department manages and maintains all the financial records in conformity with generally accepted accounting principles and in compliance with State and Federal laws. Finance department has a duty to account for all financial transactions of the Village and to maintain fiscal responsibility, to provide quality information in a timely manner, while maintaining the highest level of ethical professional standards.

DESCRIPTION OF SERVICES AND ACTIVITIES

- The Finance Department processes and records all fiscal activity of the Village.
- Manages all Village computer hardware and network system.
- All cash receipts are recorded and deposited into the bank.
- Direct deposits of payroll are prepared bi-weekly in addition to other related functions as required.
- All Village expenditures are verified, recorded and disbursed weekly.
- Utility bills are prepared and mailed out monthly.
- 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.

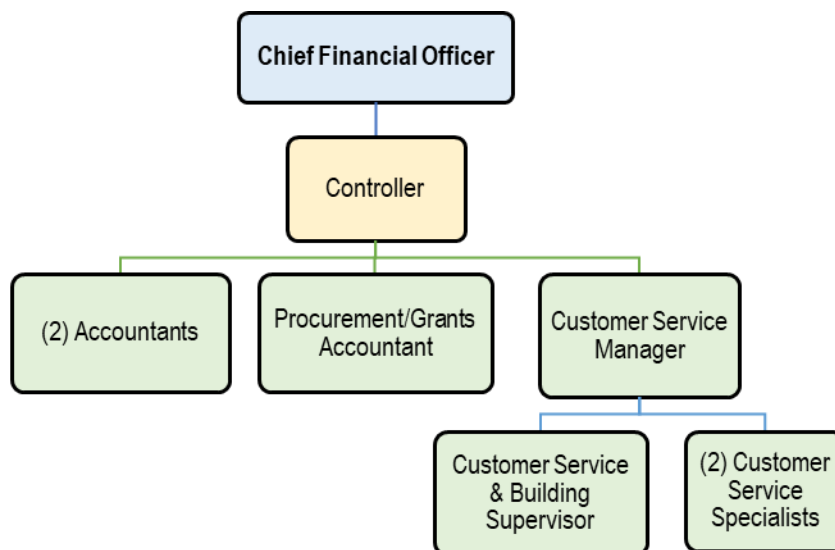
DEPARTMENT GOALS

- Monitor and secure funding for voter approved capital projects.
- Ensure grant compliance.
- Review and improve procurement processes.
- 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.

Finance Department Performance Measures/Indicators	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.
Complete Annual Financial Report		X		
Complete and Submit for GFOA Annual Distinguished Financial Award			X	
Complete and Submit for GFOA Annual Distinguished Budget Award		X		
Complete bank reconciliations no later than 15 days after end of month closing.	X	X	X	X
Recruit and train newly budgeted Accounts Payables position.	X			



FINANCE ORGANIZATIONAL CHART



Expenditure Category Summary

VILLAGE FINANCE					
EXPENDITURE CATEGORY SUMMARY					
Account Description	FY 2022 Actual	FY 2023 Actual	FY 2024 Adopted Budget	FY 2024 Projected Actual	FY 2025 Adopted Budget
PERSONNEL SERVICES	\$ 246,301	\$ 409,699	\$ 440,828	\$ 238,930	\$ 507,591
MATERIAL, SUPPLIES, SERVICES	9,589	14,905	14,905	77,145	46,848
TOTAL OPERATING BUDGET	\$ 255,890	\$ 424,604	\$ 455,733	\$ 316,076	\$ 554,439
CAPITAL	-	-	-	-	-
TOTAL NON-OPERATING BUDGET	-	-	-	-	-
TOTAL DEPARTMENT BUDGET	\$ 255,890	\$ 424,604	\$ 455,733	\$ 316,076	\$ 554,439



Departmental Budget Worksheet

Type	Description	Qty	Cost	Extended Amount	Comment
001.14.513.1200	Regular Salaries	1	162,400	162,400	CHIEF FINANCIAL OFFICER
	REGULAR SALARY	1	115,000	115,000	CONTROLLER
	REGULAR SALARY	1	80,467	80,467	GRANT/PROCUREMENT ACCOUNTANT
	REGULAR SALARY	1	81,234	81,234	ACCOUNTANT 1
	REGULAR SALARY	1	65,582	65,582	ACCOUNTANT
	LONGEVITY	1	1,500	1,500	ACCOUNTANT 1
	COLA	1	5,520	5,520	CONTROLLER
	COLA	1	3,862	3,862	GRANT/PROCUREMENT ACCOUNTANT
	COLA	1	6,049	6,049	CHIEF FINANCIAL OFFICER
	COLA	1	3,899	<u>3,899</u>	ACCOUNTANT 1
				525,514	
001.14.513.1600	Compensation Personnel	1	29,864	<u>29,864</u>	COMPENSATED ABSENCES/CASH OUT SICK & VACATION
001.14.513.1400	Overtime	1	6,500	<u>6,500</u>	OVERTIME FOR ACCOUNTANTS
001.14.513.1570	Clothing Allowance	1	200	200	CONTROLLER
		3	200	<u>600</u>	ACCOUNTANTS
				800	
001.14.513.2100	Fica				
	FICA	1	13,366	13,366	CHIEF FINANCIAL OFFICER
	FICA	1	10,017	10,017	CONTROLLER
	FICA	1	6,684	6,684	GRANT/PROCUREMENT ACCOUNTANT
	FICA	1	7,101	7,101	ACCOUNTANT 1
	FICA	1	5,445	<u>5,445</u>	ACCOUNTANT
				42,613	
001.14.513.2200	Retirement Contribution				
	FRS CONTRIBUTION	1	60,313	60,313	CHIEF FINANCIAL OFFICER
	FRS CONTRIBUTION	1	12,488	12,488	CONTROLLER
	FRS CONTRIBUTION	1	11,896	11,896	GRANT/PROCUREMENT ACCOUNTANT
	FRS CONTRIBUTION	1	12,637	12,637	ACCOUNTANT 1
	FRS CONTRIBUTION	1	0	<u>9,692</u>	ACCOUNTANT
				107,026	



001.14.513. 2300	Health, Life, Dental				
	HEALTH, DENTAL, LIFE & DISAB.	1	18,585	18,585	CHIEF FINANCIAL OFFICER
	HEALTH, DENTAL, LIFE & DISAB.	1	11,867	11,867	CONTROLLER
	HEALTH, DENTAL, LIFE & DISAB.	1	19,578	19,578	GRANT/PROCUREMENT ACCOUNTANT
	HEALTH, DENTAL, LIFE & DISAB.	1	17,617	17,617	ACCOUNTANT 1
	HEALTH, DENTAL, LIFE & DISAB.	1	25,019	<u>25,019</u>	ACCOUNTANT
				92,666	
001.14.513. 2400	Workers Compensation				
	W/COMP	1	402	402	CHIEF FINANCIAL OFFICER
	W/COMP	1	235	235	CONTROLLER
	W/COMP	1	212	212	GRANT/PROCUREMENT ACCOUNTANT
	W/COMP	1	217	217	ACCOUNTANT 1
	W/COMP	1	188	<u>188</u>	ACCOUNTANT
				1,254	
001.14.513. 2700	Cost Allocation	1	(298,646)	<u>(298,646)</u>	COST ALLOCATION
001.14.513. 3160	Professional Services				
	PROFESSIONAL SERVICES	12	2,500	<u>30,000</u>	PT CONTRACT SERVICES
001.14.513. 5340	Travel, Conferences & Meetings				
	CONF	1	2,000	2,000	APA (REGISTRATION & LODGING)
	REG/TRAVEL/LODGING	2	2,000	4,000	FGFOA CONFERENCE (REGISTRATION & LODGING)
	CONF	1	2,000	2,000	TYLER USER CONFERENCE (REGISTRATION & LODGING)
	REG/TRAVEL/LODGING	2	1,500	3,000	SCHOOL OF FINANCE CONF (REGISTRATION & LODGING)
	LOCAL MEETINGS	6	30	<u>180</u>	ATTEND LOCAL CHAPTER MEETINGS
				11,180	
001.14.513. 5360	Telephone				
	CELL PHONE/DATA	1	918	918	CFO CELL PHONE/DATA
	CELL PHONE/DATA	1	480	480	CONTROLLER
	CELL PHONE/DATA	2	480	960	ACCOUNTANT CELL PHONE/DATA
	CELL PHONE/DATA	1	480	<u>480</u>	GRANT/PROCUREMENT ACCOUNTANT CELL PHONE/DATA
				2,838	
001.14.513. 5231	Special Department Supplies				
		1	500	<u>500</u>	PROVIDE 1099'S AS NEEDED/& OTHER
				500	



001.14.513. 5405	Dues, Subscriptions & Memberships	2	345	690	APA ANNUAL DUES
		4	25	100	SFGFOA ANNUAL DUES
	FINANCE STAFF DUES	4	50	200	FGFOA ANNUAL DUES
		2	170	<u>340</u>	GFOA ANNUAL DUES
				1,330	
001.14.513. 5500	Education & Training				
	INVESTMENT CE'S	1	1,000	<u>1,000</u>	CONTINUING EDU REQ ON INVESTMENTS
				1,000	
	TOTAL			<u><u>\$554,438</u></u>	



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 deliveries of 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 the 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

VILLAGE LEGAL					
EXPENDITURE CATEGORY SUMMARY					
Account Description	FY 2022 Actual	FY 2023 Actual	FY 2024 Adopted Budget	FY 2024 Projected Actual	FY 2025 Adopted Budget
TOTAL MATERIAL, SUPPLIES, SERVICES	\$ 382,654	\$ 308,776	\$ 455,899	\$ 473,469	\$ 431,446
TOTAL OPERATING BUDGET	\$ 382,654	\$ 308,776	\$ 455,899	\$ 473,469	\$ 431,446
	-	-	-	-	-
TOTAL NON-OPERATING BUDGET	-	-	-	-	-
TOTAL DEPARTMENT BUDGET	\$ 382,654	\$ 308,776	\$ 455,899	\$ 473,469	\$ 431,446

Departmental Budget Worksheet

Type	Description	Qty	Cost	Extended Amount	Comment
001.15.514.3101	Labor	1	\$ 50,000	\$ 50,000	COLLECTIVE BARGAINING/LABOR EMPLOYMENT/GRIEVANCE ARBITRATION
001.15.514.5311	Litigation	1	150,000	150,000	LITIGATION - VILLAGE ATTORNEY
001.15.514.5310	General	12	20,648	247,776	VILLAGE ATTORNEY
001.15.514.3102	Other Issues	1	210,000	210,000	PROVIDE ADDT'L LEGAL SVCES AS NEEDED (BOND CONSTRUCTION/REAL ESTATE MATTERS, CHARTER REVIEW, CONTINGENCY, ETC)
001.15.514.5535	Code Enforcement Special Master	1	7,500	7,500	SPECIAL MAGISTRATE CODE ENFORCEMENT
001.15.514.5261	Cost Allocation	1	(233,830)	(233,830)	COST ALLOCATION
TOTAL				\$ 431,446	



GENERAL FUND - INFORMATION TECHNOLOGY SERVICES

DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

The IT Department is responsible for providing and maintaining a range of technology services that support the Village's business and productivity objectives. These services encompass: camera systems, security systems, user support and problem resolution, hardware/software acquisition, software applications, web development, email, server operations, network security, telecommunications, mobile communications and project planning and management. The IT Department's goal is to ensure the effective and efficient alignment of technology solutions with the Village's objectives and the needs of our employees, residents, visitors, and businesses.

DESCRIPTION OF SERVICES AND ACTIVITIES

- Village Website: The IT Department develops and maintains the Village's website and ensures its functionality, security, and performance.
- Technical Support: The IT Department provides user support and problem resolution for hardware, software, network, and system issues.
- Administration: The IT Department installs and sets up the computer network hardware, software and systems in the Village.
- Data and Information Security: The IT Department provides access to and security of sensitive information and data, prevents and responds to cyberattacks, and ensures compliance with relevant standards and regulations.
- Data Center: The IT Department modernizes and manages the data center facilities and adopts cloud strategies.
- Service Management: The IT Department ensures the availability, reliability, and quality of IT services and systems.
- Project Management: The IT Department plans, executes, and monitors IT projects and initiatives.
- Innovation: The IT Department researches and implements new technologies, features, or solutions that can improve the organization's IT capabilities and performance.

DEPARTMENT GOALS

- Automation and integration: The IT Department aims to improve efficiency, productivity, and how tools and platforms work together.
- Business processes and communication: The IT Department aims to improve workflows and collaboration.
- Data and information security: The IT Department aims to provide access to and security for sensitive information.
- Data Center: The IT Department aims to modernize data center facilities and adopt cloud strategies.



- **Infrastructure:** The IT Department aims to provide core infrastructure and operational elements for the organization, including hardware and software.
- **Risk management:** The IT Department aims to identify threats and mitigate risks.
- **Self-service:** The IT Department aims to empower teams and individuals to complete tasks without reaching to IT.
- **Software delivery:** The IT Department aims to improve release management processes, deployments, and quality assurance.

Information Technology Services Performance Measures

Performance measures and projects planned for the upcoming year, including their estimated completion times. Please be aware that new projects and emergencies may arise in the village throughout the year.

- 1. CJIS Updates and Campaign:**
 - Conduct a thorough search for updates related to CJIS (Criminal Justice Information Services) and re do all policies.
 - Create banners or campaign materials to inform officers about the new policies.
 - Estimated time 4 weeks
- 2. Server Update:**
 - Ensure that the last village server is updated with the latest software and security patches.
 - Estimated time 1 week
- 3. File Migration to SharePoint:**
 - Transfer existing files and documents to a SharePoint platform for improved collaboration and accessibility.
 - Estimated time 3 weeks
- 4. Emergency Backup for SharePoint:**
 - Set up an emergency backup system for SharePoint files to prevent data loss.
 - Estimated time 3 days to 1 week
- 5. Police Network Rack Modernization:**
 - Replace two servers.
 - Upgrade all network devices.
 - Estimated time 4 weeks
- 6. Install New CAD Systems (Computer-Aided Dispatch):**
 - Install and set up new CAD systems on all police computers.
 - Estimated time 4 weeks
- 7. Setup of New iPhones for the Police Department:**
 - Issue and configure iPhones for police personnel, as required under the new mandate.
 - Estimated time 3 weeks
- 8. Police Laptops:**
 - Set up and distribute 10 laptops to officers.
 - Estimated time 2 weeks



9. Network Device Updates:

- Upgrade and update network devices (routers, switches, etc.) to enhance performance and security.
- Estimated time 3 weeks

10. Cybersecurity Classes for Village Residents:

- Collaborate with detectives from the police department to conduct cybersecurity awareness classes for village residents.
- Estimated time 3 days

11. MDM (Mobile Device Management) Implementation:

- Centralize management of cell phones used by village personnel using an MDM solution. This will improve security and streamline device management.
- Estimated time 2 weeks

12. IT Support Portal on Village Website:

- Create an IT support portal on the village website, including interactive tools for residents to report issues or seek assistance.
- Estimated time 1 week

13. Video Retrieval Training for Police Detectives:

- Train police detectives on retrieving video footage from local surveillance systems. This skill is crucial for investigations.
- Estimated time 2 weeks

14. Police Intercom System for Parks:

- Install an intercom system in parks to enhance communication and safety.
- Estimated time 3 weeks

15. Relocation of Public Works Department to Miami Area:

- Implement security measures such as cameras, access control, and time clocks.
- Estimated time 2 weeks

16. Schoenberg Park Camera System Overhaul:

- Conduct a comprehensive overhaul of the camera system at Schonberger Park to ensure functionality and dependability.
- Resolve any existing problems identified in the prior system.
- Note: The Public Works building will be absent from the premises during this process.
- Estimated time 3 weeks

17. Commission Chambers Camera Enhancement:

- Enhance the camera equipment within the commission chambers using the capabilities of the newly introduced Granicus systems encoder. This will improve video quality and streamline management.
- Estimated time 1 week

On a *weekly basis*, these tasks typically include the following:

1. **Network Performance Monitoring:** Regularly assessing network performance metrics, logs, and reports to identify and troubleshoot potential issues before they escalate.
2. **Routine Maintenance:** Conducting scheduled updates and patches for network hardware and software to keep them up-to-date and secure.



3. **Backup Management:** Verifying successful data backups and ensuring backup systems function correctly, including testing backups for data integrity.
4. **Security Checks:** Performing vulnerability assessments, reviewing firewall logs, and maintaining up-to-date antivirus and antimalware systems. This also involves monitoring for unauthorized access attempts and other security incidents.
5. **User Support:** Addressing network-related support tickets and assisting users with connectivity issues, access problems, and other network-related inquiries.
6. **Configuration Management:** Making necessary changes to network configurations, such as adding new users, modifying permissions, and configuring network devices.
7. **Documentation:** Maintaining detailed records of network configurations, changes, incidents, and resolutions. This documentation aids in troubleshooting and future planning.
8. **Village Online Meetings:** Organize and configure web streaming, Zoom, Facebook and other necessary tools for all board meetings.
9. **Webmaster:** Approving and publishing web site content, performing website maintenance and updates.
10. **Collaborate with Police Detectives:** Work closely with police detectives to review digital forensics cases and retrieve video relevant evidence.
11. **Network Optimization:** Analyzing network traffic patterns to identify bottlenecks or inefficiencies and implementing strategies to enhance performance.
12. **Collaboration:** Coordinating with other department heads to manage network-related activities, such as deploying new applications or integrating new hardware.
13. **Village Access Control & Cameras Systems:** Maintain Village security systems and clean and inspect the Village's camera systems.

Information Technology Services Performance Measures/Indicators	FY 2025 Estimated
Percentage of devices up to date.	100%
Percentage of machines backed up on a daily (or hourly) basis.	100%

Expenditure Category Summary

VILLAGE INFORMATION TECHNOLOGY					
EXPENDITURE CATEGORY SUMMARY					
Account Description	FY 2022 Actual	FY 2023 Actual	FY 2024 Adopted Budget	FY 2024 Projected Actual	FY 2025 Adopted Budget
PERSONNEL SERVICES	\$ -	\$ -	\$ 172,472	\$ 165,466	\$ 205,693
MATERIAL, SUPPLIES, SERVICES			225,069	74,307	188,614
TOTAL OPERATING BUDGET	\$ -	\$ -	\$ 397,541	\$ 239,773	\$ 394,307
CAPITAL	-	-	20,100	32,858	83,409
TOTAL NON-OPERATING BUDGET	-	-	20,100	32,858	83,409
TOTAL DEPARTMENT BUDGET	\$ -	\$ -	\$ 417,641	\$ 272,631	\$ 477,716



Departmental Budget Worksheet

Type	Description	Qty	Cost	Extended Amount	Comments
001.16.51					
6.1200	Regular Salary				
	REGULAR SALARY	1	140,000	140,000	CHIEF TECHNOLOGY OFFICER
	COLA	1	6,720	6,720	CHIEF TECHNOLOGY OFFICER
	PHONE STIPEND	1	900	<u>900</u>	CHIEF TECHNOLOGY OFFICER
				147,620	
001.16.51	Compensation Personnel				
6.1600	COMPENSATION PERSONNEL	1	-	<u>-</u>	CHIEF TECHNOLOGY OFFICER
				-	
001.16.51					
6.2100	FICA				
	FICA	1	9,993	<u>9,993</u>	CHIEF TECHNOLOGY OFFICER
				9,993	
001.16.51	Retirement Contributions				
6.2200	FRS CONTRIBUTION	1	17,785	<u>17,785</u>	CHIEF TECHNOLOGY OFFICER
				17,785	
001.16.51	Health, Dental, Life & Disability				
6.2300	HEALTH, DENTAL, LIFE & DISAB.	1	25,172	<u>25,172</u>	CHIEF TECHNOLOGY OFFICER
				25,172	
001.16.51	Worker's Compensation				
6.2400	W/COMP	1	318	<u>318</u>	CHIEF TECHNOLOGY OFFICER
				318	
001.16.51	Contract Services-Data Processing				
6.3131		1	1,500	1,500	EASYVOTE SOFTWARE (VILLAGE CLERK)
		1	8,225	8,225	LASERFICHE SOFTWARE (VILLAGE CLERK)
		1	8,000	8,000	GRANICUS-PEAK AGENDA MANAGEMENT (VILLAGE CLERK)
		1	3,000	3,000	REAL AUCTION/WITH MDC CLERK OF COURTS (VILLAGE CLERK)
		0.5	17,808	8,904	OFFICE 365 PRO (MULTIPLE DEPTS)
		1	2,675	2,675	MUNICODE-ONLINE CODE HOSTING (VILLAGE CLERK)
		1	750	750	MOTOROLA SOLUTIONS ONLINE MAP CRIME (POLICE)
		1	288	288	MESSAGE BOARD LICENSES (POLICE DEPT)
		1	720	720	DUO SECURITY (POLICE DEPT)



1	1,000	1,000	AMSIG-MESSAGE BOARD (POLICE DEPT)
1	6,000	6,000	POWER DMS-ACCREDITATION SOFTWARE & POLICY MGR
1	6,600	6,600	LEXISNEXIS INVESTIGATE SOFTWARE (POLICE)
1	750	750	CISCO (POLICE)
1	1,000	1,000	POLICE TRACK SYSTEM
1	900	900	GREENRADIUS LICENSE & ANNUAL SUPPORT (POLICE)
1	1,200	1,200	QUALITY RECORDING SOLUTIONS (POLICE DISPATCH)
1	1,050	1,050	VIGILANT LPR MAINTENANCE (POLICE)
1	29,929	29,929	CIS -POLICE DISPATCH SOFTWARE
1	6,000	6,000	LTAS-STVR COMPLIANCE (CODE ENFORCEMENT)
1	200	200	ELEMENTOR-WEBSITE SOFTWARE (IT)
1	1,120	1,120	DAMEWARE REMOTE SUPPORT/CONTROL (IT)
1	1,350	1,350	UNTANGLE-NBV FIREWALL (IT)
1	4,700	4,700	SMARSH-ARCHIVE TEXT (IT)
1	6,680	6,680	SNAPBLOX-EMAIL SECURITY (IT)
1	1,500	1,500	IDRIVE-CLOUD BACK-UP SERVICES (IT)
1	169	169	CELLPHONE RECOVERY AND TOOLS (IT)
1	294	294	HOOTSUITE (COMMUNICATIONS)
1	1,683	1,683	WEBSITE MTNCE- (WORDPRESS/SECURITY/SSL/DOMAIN)
1	710	710	MAILCHIMP-EMAIL MARKETING (COMMUNICATIONS)
1	350	350	BITLY-URL SHORTENER (COMMUNICATIONS)
1	468	468	SURVEY MONKEY (COMMUNICATIONS)
1	3,000	3,000	ARCHIVE SOCIAL (COMMUNICATIONS)
1	150	150	GRAMMARLY (COMMUNICATIONS)
0.5	120,000	60,000	TYLER-ERP SOFTWARE (MULTIPLE DEPTS)
1	4,500	4,500	DROPBOX-(MULTIPLE DEPTS)
1	600	600	ZOOM (MULTIPLE DEPTS)
1	8,000	8,000	ADOBE LICENSES (MULTIPLE DEPTS)
1	31,000	31,000	BUDGET SOFTWARE
1	15,000	15,000	OTHER SOFTWARE
1		150	QR CODES
		230,115	
001.16.51			
6.3136	Contract Services		
1	7,500	7,500	GPS OPERATIONS (POLICE DEPT)



001.16.51					
6.4100	Telephone	1	45,000	<u>45,000</u>	ANNUAL TELEPHONE SERVICES
001.16.51	Communication				
6.4101	Services	12	456	5,469	INTERNET-PD DISPATCH- BL 5221
		12	138	1,661	INTERNET-PD SUITE402- BL 3291
		12	305	3,657	INTERNET-PD SQUAD ROOM-BL 1491
		12	456	5,469	INTERNET-SUITE 300-BL1598
		12	102	1,221	INTERNET-7920 WD VOGEL PK-BL 6141
		12	140	1,679	INTERNET-7903 ED BL 9808
		4	405	<u>1,620</u>	PHONES MAINTENANCE-DIGITEL QTRLY
				20,777	
001.16.51	Operating				
6.5230	Supplies/Equipment	1	10,000	10,000	MISCELLANEOUS EQUIPMENT AND SUPPLIES
		4	450	1,800	REPLACE POE SWITCHESFATER NETWORK SPEED
		5	900	4,500	NEW TABLET FOR COMMISSION
		10	400	4,000	CURRENT ZEBRA PRINTERS ARE OUTDATED FOR CURRENT TECHNOLOGY
		1	1,350	<u>1,350</u>	VILLAGE @ POLICE ID SUPPLY
				21,650	
001.16.51	Office Supplies	1		<u>-</u>	OFFICE SUPPLIES
001.16.51	Copy Machine				
6.5215	Leases	12	323	3,878	TOSHIBA COPIER LEASE-ADMIN OFFICES EST 7516
		12	296	3,548	TOSHIBA COPIER LEASE-DISPATCH OFFICE EST 6516
		12	168	2,016	TOSHIBA COPIER LEASE-BUILDING OFFICE EST 4525
		12	180	2,157	TOSHIBA COPIER LEASE-PD SUITE 402 EST 4525AC
		12	168	<u>2,016</u>	TOSHIBA COPIER LEASE-PD SQUAD ROOM EST 3525
				13,615	
001.16.51	Cost Allocation	1	(150,043)	<u>(150,043)</u>	COST ALLOCATION
001.16.51	Office & Operational Equipment				
	IT25-01	1	5,000	5,000	CCTV EQUIPMENT
	IT25-02	1	4,500	4,500	REPLACING MOTORCYCLE TABLET AFTER 5 YEAR END OF LIFE CYCLE
		14	2,214	31,000	LAPTOPS AFTER REACHING 5 YEAR END OF LIFE CYCLE
	VC25-02	1	5,500	5,500	GRANICUS ENCODER REPLACEMENT WITH NEW VIDEO
	PD24-01	8	700	5,600	COMPUTERS FOR COMMS, CHIEF & CODE
	IT24-01	0.5	8,000	4,000	SECURITY EQUIPMENT



	2	11,405	22,809	NEW SERVERS AND EQUIPMENT FOR POLICE CAD SYSTEMS
MF25-01	0.5	10,000	<u>5,000</u>	COMPUTER EQUIPMENT
			83,409	
TOTAL			<u><u>\$472,911</u></u>	



GENERAL FUND -GENERAL GOVERNMENT DEPARTMENT

DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

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

DESCRIPTION OF SERVICES AND ACTIVITIES

- The budget reflects services not assigned to a particular department such as the post office, consulting services, utilities, and Village-wide general liability insurance, public relations, citizen boards, general fund contingencies and Hurricane Disaster Emergency.
- Continue to implement the Village’s new parking program while identifying opportunities to enhance the program and/or process.
- Ensure a minimum of one (1) first floor Staff member obtains Post Office training/certification.
- Train Customer Service Specialist on all tasks related to Front Desk.

DEPARTMENT GOALS

- Improve the availability and operation of public services and facilities.
- Rezoning of Harbor Island and the non-causeway portions of Treasure Island.

Expenditure Category Summary

GENERAL GOVERNMENT					
EXPENDITURE CATEGORY SUMMARY					
Account Description	FY 2022 Actual	FY 2023 Actual	FY 2024 Adopted Budget	FY 2024 Projected Actual	*FY 2025 Adopted Budget
PERSONNEL SERVICES	\$ 48,981	\$ 298,652	\$ 166,924	\$ 153,359	\$ 121,173
MATERIAL, SUPPLIES, SERVICES	950,642	795,644	749,912	780,916	707,933
TOTAL OPERATING BUDGET	\$ 999,623	\$ 1,094,296	\$ 916,836	\$ 934,275	\$ 829,106
CAPITAL	\$ 245,516	\$ 20,390	\$ -	\$ -	\$ -
DEBT SERVICE	391,628	391,463	197,515	197,515	198,486
GRANTS & AIDS	7,540	-	-	-	-
OTHER NON-OPERATING EXPENSES	1,147,300	-	-	-	1,369,753
TOTAL NON-OPERATING BUDGET	\$ 1,791,984	\$ 411,852	\$ 197,515	\$ 197,515	\$ 1,568,239
TOTAL DEPARTMENT BUDGET	\$ 2,791,607	\$ 1,506,148	\$ 1,114,351	\$ 1,131,790	\$ 2,397,345

* NOTE: FY 2025 Budget has allocated 65% of Customer Service Specialist salaries to the Building Dept.



Departmental Budget Worksheet

Type	Description	Qty	Cost	Extended Amount	Comments
001.19.51					
9.1200	Regular Salary				
	REGULAR SALARY	1	56,659	42,494	CUSTOMER SERVICE SPECIALIST (75% GOV-25% BLDG)
	REGULAR SALARY	1	56,659	33,995	CUSTOMER SERVICE SPECIALIST (60% GOV-40% BLDG)
	COLA	1	-	2,125	CUSTOMER SERVICE SPECIALIST (75% GOV-25% BLDG)
	COLA	1	-	<u>1,700</u>	CUSTOMER SERVICE SPECIALIST (60% GOV-40% BLDG)
				80,314	
001.19.51					
9.1400	Overtime	1	1,500	<u>1,500</u>	OVERTIME
001.19.51					
9.1570	Clothing Allowance	1	150	150	CUSTOMER SERVICE SPECIALIST (75% GOV-25% BLDG)
		1	120	<u>120</u>	CUSTOMER SERVICE SPECIALIST (75% GOV-25% BLDG)
				270	
001.19.51					
9.1600	Compensation Personnel	1	1,137	<u>1,137</u>	COMPENSATED ABSENCES/CASH OUT SICK & VACATION
001.19.51					
9.2100	FICA				
	FICA	1	4,458	3,344	CUSTOMER SERVICE SPECIALIST (75% GOV-25% BLDG)
	FICA	1	4,627	<u>2,776</u>	CUSTOMER SERVICE SPECIALIST (60% GOV-40% BLDG)
				6,119	
001.19.51					
9.2200	Retirement Contributions				
	FRS CONTRIBUTION	1	7,934	5,951	CUSTOMER SERVICE SPECIALIST (75% GOV-25% BLDG)
	FRS CONTRIBUTION	1	8,234	<u>4,940</u>	CUSTOMER SERVICE SPECIALIST (60% GOV-40% BLDG)
				10,891	
001.19.51					
9.2300	Health, Dental, Life & Disability				
	HEALTH, DENTAL, LIFE & DISAB.	1	11,613	8,710	CUSTOMER SERVICE SPECIALIST (75% GOV-25% BLDG)
	HEALTH, DENTAL, LIFE & DISAB.	1	11,704	<u>7,022</u>	CUSTOMER SERVICE SPECIALIST (60% GOV-40% BLDG)
				15,732	
001.19.51					
9.2400	Worker's Compensation				
	WORKERS COMP	1	155	116	CUSTOMER SERVICE SPECIALIST (75% GOV-25% BLDG)
	WORKERS COMP	1	157	<u>94</u>	CUSTOMER SERVICE SPECIALIST (60% GOV-40% BLDG)



				210	
001.19.51					
9.2500	Unemployment Compensation	1	5,000	<u>5,000</u>	UNEMPLOYMENT ESTIMATED PAYMENTS
001.19.51					
9.2700	Cost Allocation	1	(105,595)	<u>(105,595)</u>	COST ALLOCATION
001.19.51					
9.3116	Bank/Merchant Fees	1	15,000	<u>15,000</u>	BANK/MERCHANT FEES
001.19.51					
9.3136	Contract Services - Pay-by-Phone	12	600	<u>7,200</u>	PARKING PROGRAM PAY-BY-PHONE FEES
001.19.51					
9.3132	Contract Services - Pre-Employment	1	2,000	<u>2,000</u>	NEW HIRE PHYSICAL EXAM & BACKGROUNDS
001.19.51					
9.3136	Contract Services - Budget Software	1	91,202	<u>91,202</u>	OPENGOV SOFTWARE FOR THE BUDGET PROCESSING
001.19.51					
9.3160	Professional Services				
	VILLAGE PLANNER	12	10,208	122,500	VILLAGE PLANNER
	LOBBYIST-STATE	12	4,583	55,000	LOBBYIST FEES
	ADP H/R RESOURCES & PA	0.7	60,000	42,000	UKG/ADP HR & PAYROLL FEES 70%GG 30%UT
	GRANT WRITER/ADMIN.	0.5	60,000	<u>30,000</u>	GRANT WRITER/ADMIN (CONTRACTUAL) 50%GG 50%UT
				249,500	
001.19.51					
9.3185	Legal Settlement Expense	1	34,565	<u>34,565</u>	FRS SETTLEMENT AGREEMENT-VELKEN
001.19.51					
9.3200	Accounting and Auditing	0.4	100,000	<u>40,000</u>	GENERAL GOV SHARE OF AUDIT FEES
001.19.51					
9.4201	Postage	1	9,200	<u>9,200</u>	POSTAGE/FEDEX/COURIER SERVICE
001.19.51					
9.4390	Animal Control	1	5,000	<u>5,000</u>	VARIOUS ANIMAL SAFETY AND CONTROL NEEDS
001.19.51					
9.4403	Building Lease	1	37,389	37,389	ANNUAL LEASE SUITE 402 100% GG
	BUILDING LEASE	0.5	319,478	<u>159,739</u>	ANNUAL LEASE SUITE 101/300 50%GG, 40%UT & 10%BD
				197,128	
001.19.55					
4.4403	WORKFORCE-BUILDING RENTAL	1	-	<u>-</u>	WORKFORCE - ANGELA RENTAL (\$4,500.00)
001.19.51					
9.4500	General Insurance				
	W/COMP	0.65	346,638	225,314	65% W/COMP INSURANCE
	GRL LIABILITY INSURANCE	0.65	279,871	181,916	65% GEN LIABILITY INSURANCE
	GRL AUTO INSURANCE	0.65	113,388	73,702	65% AUTOMOBILE INSURANCE



	GRL PROPERTY INSURANCE	0.65	82,332	<u>53,516</u>	65% PROPERTY
				534,449	
001.19.51	Repairs & Maintenance of				
9.4602	Equipment/Building	1	5,000	5,000	REPAIRS TO EQUIPMENT
		1	5,000	<u>5,000</u>	REPAIRS TO VILLAGE OWNED FACILITIES
				10,000	
001.19.51	Advertising	1	2,000	<u>2,000</u>	EMPLOYMENT/OTHER
001.19.51	Public Relations/Newsletter/Book	1	500	<u>500</u>	TIES AGENDA BOOK
001.19.51	Office Supplies	1	10,000	<u>10,000</u>	OFFICE SUPPLIES ADMIN OFFICES
001.19.51	Printing & Binding	12	750	<u>9,000</u>	TOSHIBA COPIES-ADMIN OFFICES
001.19.51	Property Taxes-Sakura Lot	1	25,000	<u>25,000</u>	PROPERTY TAXES-SAKURA LOT
001.19.51	Operating Supplies/Equipment	1	22,000	22,000	CLEANING SUPPLIES, AID KIT, KITCHEN SUPPLIES, COFFEE SERVICE FOR VILLAGE
		0.6	11,500	6,900	HOLIDAY BONUS \$50x130 (40% UT) 60% GG) & EMPLOYEE REWARD & RECOGNITION
				<u>28,900</u>	
001.19.51	Travel, Conferences & Meetings	1	2,000	2,000	FABTO CONFERENCE MEETING SNACKS & DRINKS FOR PUBLIC MEETINGS
		1	6,000	<u>6,000</u>	
				8,000	
001.19.51	Equipment Rental				
	EQUIPMENT RENTAL	4	400	1,600	MAILING EQUIP-POST OFFICE
	EQUIPMENT RENTAL	4	500	2,000	MAILING EQUIPMENT
	EQUIPMENT RENTAL	4	850	<u>3,400</u>	FOLDER/SORTER
				7,000	
001.19.51	Dues, Subscriptions & Membership				
	MEMBERSHIP/DUES	1	2,500	2,500	OTHER MEMB & DUES, (NOTARY,COSTCO,AMAZON, ETC)
	MEMBERSHIP/DUES	1	5,000	5,000	WELLNESS PROGRAM FOR ALL EMPLOYEES
	MEMBERSHIP/DUES	1	810	810	GFOA CAFR AND BUDGET AWARD ANNUAL DUES
	MEMBERSHIP/DUES	1	2,000	2,000	AMERICAN EXPRESS



	MEMBERSHIP/DUES	1	606	606	ZOOM LICENCES
	MEMBERSHIP/DUES	1	1,500	<u>1,500</u>	MDCLC ANNUAL MEMBERSHIP
				12,416	
001.19.51					ADMIN STAFF & COMMISSION
9.5555	Uniforms	35	150	<u>5,250</u>	SHIRTS WITH VILLAGE LOGO (\$150XEMPLOYEE)
001.19.51					
9.5500	Education & Training	1	6,000	<u>6,000</u>	STAFF TRAINING
001.19.51					
9.5261	Cost Allocation	1	(751,377)	<u>(751,377)</u>	COST ALLOCATION
001.19.51					
9.5995	Reserves-Compensation Personnel	1	100,000	<u>100,000</u>	RESERVES FOR EMPLOYEE ACCRUAL LIABILITY
001.19.51					
9.5996	Reserves-Budgetrd (Annually)	1	50,000	<u>50,000</u>	BUDGETED RESERVES (EXPENDITURE REQUIRES COMMISSION APPROVAL)
001.19.51					
9.7100	Debt Principal	1	140,000	<u>140,000</u>	DEBT PRINCIPAL-SAKURA LOT SERIES 2021
001.19.51					
9.7200	Debt Interest	2	29,243	<u>58,486</u>	DEBT INTEREST LOAN SERIES 2021 NOTE-SAKURA LOT (JAN/JUL)
001.19.51					
9.9000	Contingency	1	25,000	<u>25,000</u>	CONTINGENCY
	SUBTOTAL			946,998	
001.19.51	Transfer to Transportation Fund - (CITT)			55,248	
9.9115	Transfer Parking Fees Revenue to Transportation Fund			87,652	
001.19.51	Transfer to Street Maintenance Fund - (Gas Tax)			489,312	
001.19.51	Transfer to Capital Projects			<u>818,136</u>	
				1,450,348	
	TOTAL			\$2,397,346	



GENERAL FUND – COMMUNICATION & SPECIAL EVENTS

DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

The mission of the Communications & Special Events department is to keep residents, staff, the media and surrounding municipalities informed of all Village-wide communication, events and needs. The events held by this department are designed to enhance the quality of life for residents and visitors by providing safe public parks and special event activities that are accessible and available to all members of the community. Our goal each year is to attract more attendees and make events more innovative and attractive for our residents.

DESCRIPTION OF SERVICES AND ACTIVITIES

- This department, through the management of the Director of Communications, implements community-wide special events and programs for various holidays and observances. The Director of Communications works closely with the media and various community outlets to spread important messages and keep residents informed.

DEPARTMENT GOALS

- Increase attendance at Village Events by continuing to allow our events to evolve with the community's needs. We will revamp, improve design and style while catering to the needs of residents.
- In addition to the current events slated throughout the year, our goal is to add new events that are sponsored by Commissioners.
- Continue to plan and execute Village events such as: Spring Fling, July 4th, Halloween, Hanukah, Winter Wonderland, Concert in the Park.
- Communications: Create social media campaigns and strategies that keep within the NBV brand and promote our resident services and milestones in the Village.
- Maintain a relationship with media to promote storytelling and outreach for the community. Continue to reach out to media partners and track coverage.
- Produce video series for Mayor/Commissioners in addition to using multiple videos to promote accomplishments in the Village.
- Monitor media mentions and target Village milestones and new developments/projects and create a visual way to promote this internally and to residents.



Communications & Special Events Department Performance Measures/Indicators	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.
Increase newsletter mailing subscribers by 5% each quarter	X	X	X	X
Increase social media followers by 5% each quarter	X	X	X	X
Add new Village events Sponsored by Mayor/Commissioners	X	X	X	X
Reach 150 media mentions in the year	X	X	X	X
Produce 10 videos in the year	X	X	X	X
Increase sponsors to Village events by having at least one sponsor per quarter	X	X	X	X
Send out one-off e-blasts a minimum of twice a month	X	X	X	X
Maintain or increase attendance numbers to Village events compared to last fiscal year	X	X	X	X

Expenditure Category Summary

COMMUNICATIONS & SPECIAL EVENTS					
EXPENDITURE CATEGORY SUMMARY					
Account Description	FY 2022 Actual	FY 2023 Actual	FY 2024 Adopted Budget	FY 2024 Projected Actual	FY 2025 Adopted Budget
PERSONNEL SERVICES	\$ 83,095	\$ 167,485	\$ 219,627	\$ 188,239	\$ 301,052
MATERIAL, SUPPLIES, SERVICES	211,735	212,392	217,856	294,027	293,248
TOTAL OPERATING BUDGET	\$ 294,830	\$ 379,877	\$ 437,483	\$ 482,266	\$ 594,300
OTHER NON-OPERATING EXPENSES	-	-	-	-	-
TOTAL NON-OPERATING BUDGET	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL DEPARTMENT BUDGET	\$ 294,830	\$ 379,877	\$ 437,483	\$ 482,266	\$ 594,300



Departmental Budget Worksheet

Type	Description	Qty	Cost	Extended Amount	Comment
001.72.572.1200	REGULAR SALARY	1	125,000	125,000	DIRECTOR OF COMMUNICATIONS ASSISTANT DIRECTOR OF MARKETING & EVENTS
	REGULAR SALARY	1	85,000	85,000	
	COLA	1	6,000	6,000	DIRECTOR OF COMMUNICATIONS ASSISTANT DIRECTOR OF MARKETING & EVENTS
	COLA	1	4,080	4,080	
001.74.574.1200	REGULAR SALARIES	1	36,855	<u>36,855</u>	SUMMER CAMP COUNSELORS
				256,935	
001.72.572.1400	Overtime for Events	1	10,000	<u>10,000</u>	OVERTIME FOR EVENTS-PWKS AND POLICE
001.72.572.2100	FICA	1	16,420	16,420	DIRECTOR OF COMMUNICATIONS ASSISTANT DIRECTOR OF MARKETING & EVENTS
	FICA	1	11,616	11,616	
001.74.574.2100	FICA	1	9,898	<u>9,898</u>	SUMMER CAMP COUNSELORS
				37,934	
001.72.572.2200	Retirement Contributions	1	29,223	29,223	DIRECTOR OF COMMUNICATIONS ASSISTANT DIRECTOR OF MARKETING & EVENTS
	FRS CONTRIBUTION	1	7,674	<u>7,674</u>	
				36,897	
001.72.572.2300	Health, Dental & Life	1	12,327	12,327	DIRECTOR OF COMMUNICATIONS ASSISTANT DIRECTOR OF MARKETING & EVENTS
		1	11,986	<u>11,986</u>	
				24,313	
001.72.572.2400	Workers Compensation	1	238	238	DIRECTOR OF COMMUNICATIONS ASSISTANT DIRECTOR OF MARKETING & EVENTS
		1	160	160	
			1	85	<u>85</u>
				483	
001.72.572.2700	Cost Allocation	1	(65,510)	<u>(65,510)</u>	COST ALLOCATION
001.72.572.3136	Contract Services	1	50,000	<u>50,000</u>	PARK & REC PROGR EXEC SUPERVISOR
001.72.572.3151	SPRING	1	8,000	8,000	SPRING EGG HUNT EVENT
001.72.572.3151	STATE OF THE VILLAGE	1	9,000	9,000	STATE OF THE VILLAGE EVENT



001.72.572.5560	Uniforms & Dry Cleaning	1	2,000	<u>2,000</u>	TO CLEAN ALL TABLECLOTHS USED IN THE EVENTS
	TOTAL			<u><u>594,300</u></u>	



GENERAL FUND -POLICE DEPARTMENT

DEPARTMENT BUDGET STATEMENT

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, we will optimize our community's quality of life and create the safest environment possible.

MISSION STATEMENT

As a proud Team of Law Enforcement Professionals committed to delivering superior community-based police services, we will always adhere to the highest ethical industry standards with an emphasis on accountability and transparency.

VISION STATEMENT

Our Police Department will deliver the highest level of efficient and effective community-based public safety services through our unwavering commitment to organizational excellence.

DESCRIPTION OF SERVICES AND ACTIVITIES

- The Police Department is entrusted with the responsibility of providing the highest level of public safety services to the Village and we will optimize the community's confidence in our ability to keep them safe. We continue to accomplish this aspect of our mission by maximizing our community policing strategies and developing strong and effective community partnerships.
- Through the Department's Field, Support, and Code Enforcement Operations, strategic plans will be used to optimize the efficiencies and effectiveness of all organizational/operational areas. Using a comprehensive approach of progressive, specialized and traditional enforcement, the Department will not only meet, but exceed, the community's public safety expectations.

DEPARTMENT GOALS

- Transition the next three-year CFA cycle to a new Accreditation Manager, and merge other Professional Standards areas into that staff position to include Training and the Armory. The adjustment of these vital Support Operations functions will prepare the Agency for a seamless transfer of responsibilities with the reaccreditation process, as well as the increased demands of our many training related endeavors.
- Expand the Department's Special Operations Section to include the various assignments, which make up the Department's Special Patrol Units including Marine Patrol, K-9, and Traffic Operations. Merging these areas will streamline these specialized functions, increase organizational efficiencies (including restarting/expanding K-9 operations), and provide for a seamless succession transition for future anticipated changes.
- Continue to advance the Agency's "green" initiative for our fleet by replacing the first significant tranch of marked Police vehicles with all hybrid's vehicles. This critical operational function of the Special Projects Office will be coupled with the planned expansion and upgrades to the Agency's Body Worn Camera administrative function of said Office.

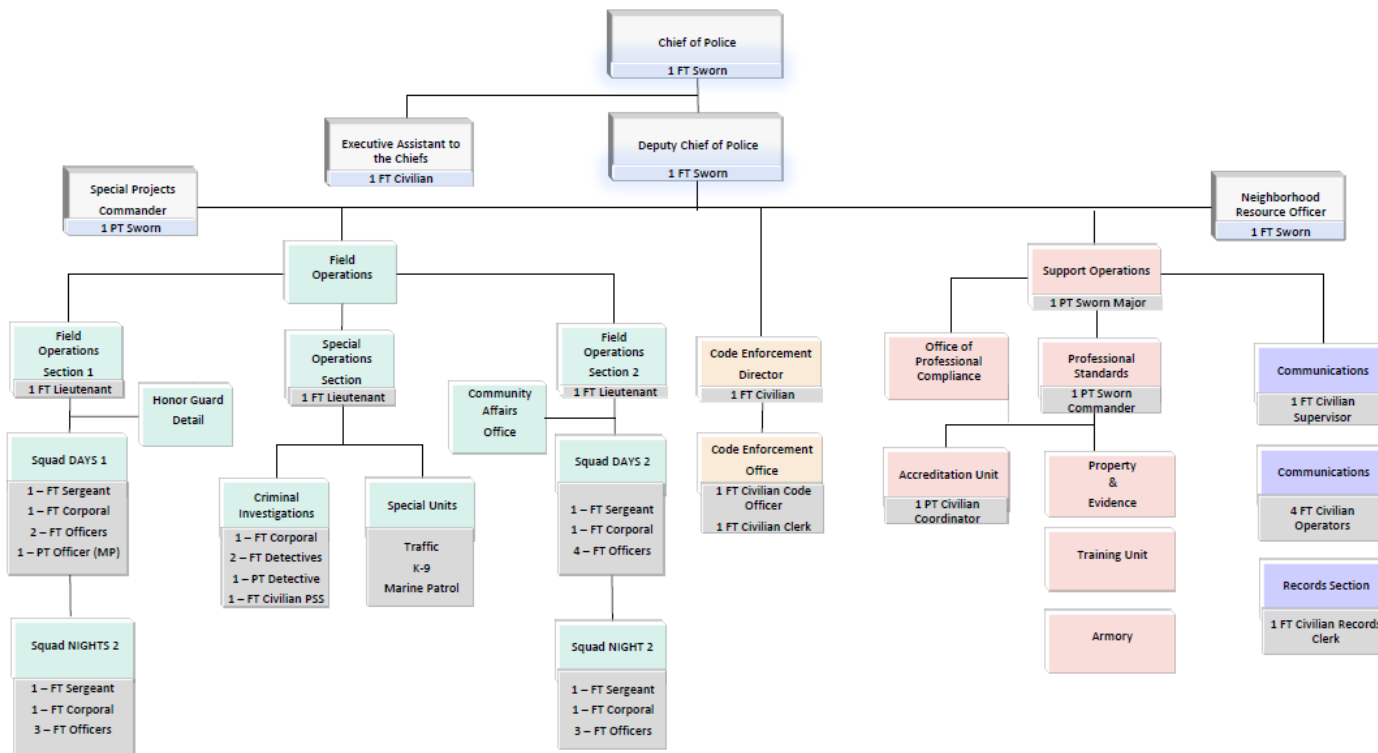


- Expand Community Policing based initiatives to create new opportunities for closer citizen involvement and interaction with our Agency. These initiatives include pursuing the lofty endeavors of creating a platform for an adult only Citizen’s Police Academy (in direct partnership with our Training Unit), RAD training for the community, youth programming in conjunction with the Village/AFA/School Board MOU and initiating a Police Explorer Program with our Miami Beach PAL partners.

Expenditure Category Summary

POLICE DEPARTMENT					
EXPENDITURE CATEGORY SUMMARY					
Account Description	FY 2022 Actual	FY 2023 Actual	FY 2024 Adopted Budget	FY 2024 Projected Actual	FY 2025 Adopted Budget
PERSONNEL SERVICES	\$ 5,526,233	\$ 6,051,387	\$ 6,436,121	\$ 6,348,707	\$ 7,590,357
MATERIAL, SUPPLIES, SERVICES	459,507	673,318	765,474	738,841	945,462
TOTAL OPERATING BUDGET	\$ 5,985,740	\$ 6,724,705	\$ 7,201,595	\$ 7,087,548	\$ 8,535,819
CAPITAL	\$ 138,711	\$ 37,675	\$ 37,360	\$ 29,642	\$ 184,345
DEBT SERVICE	226,593	-	-	-	-
GRANT & AIDS	126,044	-	-	-	-
OTHER NON-OPERATING EXPENSES	-	-	-	-	-
TOTAL NON-OPERATING BUDGET	\$ 491,348	\$ 37,675	\$ 37,360	\$ 29,642	\$ 184,345
TOTAL DEPARTMENT BUDGET	\$ 6,477,088	\$ 6,762,380	\$ 7,238,955	\$ 7,117,190	\$ 8,720,164

Police Department Organizational Chart





Performance Measure #1: CFA Accreditation				
The Police Department will continue the accreditation preparation process for the next three-year cycle of the CFA Law Enforcement Accreditation process for our Agency.				
CFA Accreditation/Body Worn Camera Initiatives	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.
Create and/or Modify Policies, Directives, Forms/Reports, and General Orders for all Department SOPs as Standards and Laws change.	X	X	X	X
Collection of proofs for every standard required for the first year of the three year accreditation cycle.	X	X	X	X
Fully train the new accreditation manager for their role via Manager Training, PowerDMS Training, and CFA Conference Training.	X	X	X	X
Continue development and implementation of the new Body Worn Camera initiative for Departmental transparency, accountability, and Criminal Justice Grant opportunities.	X	X	X	X

Performance Measure #2: Departmental Training				
The Police Department has developed a Training Team to address the developmental and continuing education needs for all required/high liability, specialized, and leadership areas of the Organization.				
Departmental Training	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.
Conduct, Bi-Annual Firearms & Rifle Qualifications / Discretionary Shooting.		X		X
Conduct, Annual Use of Force / Hate Crimes / Code Enforcement / Narcan Refresher Training, Field Critical Care Training / CPR / AED / CIT / Autism.		X		
Conduct / Participate in Active Shooter Training (TIES)			X	
Develop an Advanced Firearms Training Course which will encompass firearms and rifle.	X			

Performance Measure #3: Code Enforcement				
The Village Code Enforcement Division is responsible for preserving the quality of life of the Village residents through consistent, ethical, and fair enforcement of the Village municipal code of ordinances.				
Code Enforcement	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.
Continue to track all STVRs in the Village and ensure they are in compliance with the ordinance requirements. Maintain good communication with the property managers and agents to ensure rental properties do not create quality of life issues for the neighbors. Continue to enforce the requirements for all STVRs license holders.	X	X	X	X
Continue to regularly schedule Special Magistrate hearings for cases that have not achieved compliance.	X	X	X	X
Review and update the North Bay Village Code of Ordinances to ensure compliance with new State/local regulations, Village strategic plan, and the recommendations of the elected officials. Review the Code Enforcement Division best practices and procedures to improve efficiency and elevated customer experience.	X	X	X	X



Proactively inspect and monitor new and existing commercial/residential developments to ensure compliance with the Village's construction maintenance standards. Continue to focus on construction site maintenance standards, specifically the best practices for sustainability water pollution prevention.	X	X	X	X
Proactively monitor and address code violations in the Village that create conditions of blight, such as property and landscape maintenance, bulk trash, and work without required permits. Maintain Village aesthetics by initiating special projects and task force initiatives.	X	X	X	X
Proactively monitor and ensure compliance with all Village code sections that focus on resiliency such as recycling, illicit discharge, single use plastics, fertilizer prohibitions, etc.	X	X	X	X
Maintain productive working relationships with local property owners, HOA's, and condo boards to encourage compliance with Village codes while regularly engaging in proactive community outreach and enhancement projects.	X	X	X	X

Performance Measure #4: New Public Safety Enforcement Initiatives

In addition to Patrol and Investigative resources, the Police Department will expand specialized unit resources and certifications, as opportunities become 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.
Expand Department wide traffic initiatives with the Traffic Team and the Motor Unit, as well as Multi-Agency operations, designed to deter and control traffic related challenges throughout the Village.	X	X	X	X
Continue to expand Marine Patrol coverage with our new state of the art Marine Patrol vessel and conduct enhanced enforcement, educate vessel operators and effectively address all maritime related challenges, to include Multi-Agency operations. Also intend to generate more operators for our new PD wave runner to maximize community visibility	X	X	X	X
Expand traffic safety initiatives through quarterly traffic enforcement details within the "New" NBV - Miami MOU Area.	X	X	X	X
Develop public safety strategies to deter crime and successfully resolve cases, through proven patrol and proven investigative techniques (traditional and proactive), to include a crime analysis component and assistance from other Agencies.	X	X	X	X

Performance Measure #5: Expand Community Policing Initiatives

The Police Department will implement additional community policing initiatives, as opportunities become available, which will address citizen public safety concerns and also focus on school, youth and community programs.

Expand Community Policing and Youth Programming Initiatives	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.
Implement proactive crime prevention strategies to include community surveys, public safety programs (i.e. RAD) and crime watch initiatives (Community Affairs). Host crime watch meetings with TIES.	X	X	X	X
Work with Treasure Island Elementary School to implement children/students programs at TIES, to include D.A.R.E., Kindergarten Cop, etc.	X	X	X	X
Promote youth programming, to include expanding PAL sports opportunities, for all eligible age groups throughout the Village (Community Affairs).	X	X	X	X
Expand CPTED surveys and continue working with neighboring agencies to develop community safety initiatives to reduce crime and enhance the quality of life by influencing the physical environment and promoting positive interactions. (Community Affairs).	X	X	X	X
Work with Miami Beach PD PAL and assist as an advisor and mentor for the Explorer Program by attending training sessions, competitions, community service projects, community events, etc.	X	X	X	X



Departmental Budget Worksheet

Type	Description	Qty	Cost	Extended Amount	Comment
001.21.521.1200	REGULAR SALARY	3	22,880	68,640	(3) SCHOOL CROSSING GUARDS
	REGULAR SALARY	1	36,400	36,400	PT ACCREDITATION COORDINATOR
	REGULAR SALARY	1	98,595	98,595	EXECUTIVE ASSIST TO THE CHIEF
	COLA	1	4,733	4,733	EXECUTIVE ASSIST TO THE CHIEF
	LONGEVITY	1	1,500	1,500	EXECUTIVE ASSIST TO THE CHIEF
	REGULAR SALARY	1	66,451	66,451	PSA
	COLA	1	3,190	3,190	PSA
	LONGEVITY	1	500	500	PSA
	SHIFT DIFFERENTIAL	0.0			
	DIFFERENTIAL	2	66,451	1,329	PSA
	ASSIGNMENT PAY	1	8,320	8,320	PSA
	REGULAR SALARY	1	54,057	54,057	RECORDS CLERK
	COLA	1	2,595	2,595	RECORDS CLERK
	LONGEVITY	1	1,500	1,500	RECORDS CLERK
	REGULAR SALARY	1	84,829	84,829	DISPATCH SUPERVISOR
	COLA	1	4,072	4,072	DISPATCH SUPERVISOR
	LONGEVITY	1	1,500	1,500	DISPATCH SUPERVISOR
	REGULAR SALARY	1	57,050	57,050	DISPATCHER
	COLA	1	2,738	2,738	DISPATCHER
	SHIFT DIFFERENTIAL	0.0			
	DIFFERENTIAL	4	57,050	2,282	DISPATCHER
	REGULAR SALARY	1	57,246	57,246	DISPATCHER
	COLA	1	2,748	2,748	DISPATCHER
	INSURANCE				
	STIPEND	1	4,800	4,800	DISPATCHER
	SHIFT DIFFERENTIAL	0.0			
	DIFFERENTIAL	4	57,246	2,290	DISPATCHER
	REGULAR SALARY	1	64,402	64,402	DISPATCHER
	COLA	1	3,091	3,091	DISPATCHER
	SHIFT DIFFERENTIAL	0.0			
	DIFFERENTIAL	4	64,402	2,576	DISPATCHER
	REGULAR SALARY	1	68,980	68,980	DISPATCHER
	COLA	1	3,311	3,311	DISPATCHER
	SHIFT DIFFERENTIAL	0.0			
	DIFFERENTIAL	4	68,980	2,759	DISPATCHER
	REGULAR SALARY	1	113,664	113,664	CODE ENFORCEMENT DIRECTOR
	COLA	1	5,456	5,456	CODE ENFORCEMENT DIRECTOR
	LONGEVITY	1	300	300	CODE ENFORCEMENT DIRECTOR



REGULAR SALARY	1	82,665	82,665	CODE ENFORCEMENT OFFICER
COLA	1	3,968	3,968	CODE ENFORCEMENT OFFICER
LONGEVITY	1	500	500	CODE ENFORCEMENT OFFICER
REGULAR SALARY	1	48,587	48,587	CODE ENFORCEMENT ASSISTANT
COLA	1	2,332	2,332	CODE ENFORCEMENT ASSISTANT
ASSIGNMENT PAY	1	2,080	2,080	CODE ENFORCEMENT ASSISTANT
REGULAR SALARY & COLA	1	185,000	185,000	CHIEF OF POLICE
INSURANCE	1	4,800	4,800	CHIEF OF POLICE
STIPEND	1	4,800	4,800	CHIEF OF POLICE
LONGEVITY	1	500	500	CHIEF OF POLICE
STEP INCREASE	1	4,867	4,867	CHIEF OF POLICE
REGULAR SALARY & COLA	1	165,000	165,000	DEPUTY CHIEF
INSURANCE	1	4,800	4,800	DEPUTY CHIEF
STIPEND	1	4,800	4,800	DEPUTY CHIEF
LONGEVITY	1	500	500	DEPUTY CHIEF
STEP INCREASE	1	1,490	1,490	DEPUTY CHIEF
REGULAR SALARY & COLA	1	120,969	120,969	LIEUTENANT
LONGEVITY	1	1,500	1,500	LIEUTENANT
SHIFT	0.0			
DIFFERENTIAL	2	131,463	2,629	LIEUTENANT
REGULAR SALARY & COLA	1	120,969	120,969	LIEUTENANT
LONGEVITY	1	1,500	1,500	LIEUTENANT
SHIFT	0.0			
DIFFERENTIAL	2	131,463	2,629	LIEUTENANT
REGULAR SALARY & COLA	1	121,545	121,545	LIEUTENANT
SHIFT	0.0			
DIFFERENTIAL	2	121,545	2,431	LIEUTENANT
SPECIALTY				
ASSIGNMENT	1	1,040	1,040	LIEUTENANT
LONGEVITY	1	1,500	1,500	LIEUTENANT
REGULAR SALARY & COLA	1	119,002	119,002	MASTER SERGEANT
SHIFT	0.0			
DIFFERENTIAL	2	119,002	2,380	MASTER SERGEANT
SPECIALTY				
ASSIGNMENT	1	2,600	2,600	MASTER SERGEANT
LONGEVITY	1	1,500	1,500	MASTER SERGEANT
REGULAR SALARY & COLA	1	119,003	119,003	SERGEANT
SHIFT	0.0			
DIFFERENTIAL	2	119,003	2,380	SERGEANT
LONGEVITY	1	500	500	SERGEANT
REGULAR SALARY & COLA	1	90,088	90,088	SERGEANT
STEP INCREASE	1	4,257	4,257	SERGEANT
SHIFT	0.0			
DIFFERENTIAL	4	107,939	4,318	SERGEANT
SPECIALTY				
ASSIGNMENT	1	1,560	1,560	SERGEANT



LONGEVITY REGULAR SALARY & COLA	1	500	500	SERGEANT
SHIFT DIFFERENTIAL	0.0 2	88,154	88,154 1,763	SERGEANT
STEP INCREASE INSURANCE STIPEND SPECIALTY ASSIGNMENT	1 1 1 1	1,023 4,800 1,560	1,023 4,800 1,560	SERGEANT
LONGEVITY REGULAR SALARY & COLA	1	300	300	SERGEANT
SHIFT DIFFERENTIAL	0.0 2	97,742	97,742 2,145	DETECTIVE/CORPORAL
LONGEVITY REGULAR SALARY & COLA	1	1,500	1,500	DETECTIVE/CORPORAL
SHIFT DIFFERENTIAL	0.0 2	74,998	74,998 3,407	PATROL OFFICER
STEP INCREASE SPECIALTY ASSIGNMENT SHIFT DIFFERENTIAL	1 1 0.0 2	3,407 720 85,578	3,407 720 1,712	PATROL OFFICER
LONGEVITY REGULAR SALARY & COLA	1	300	300	PATROL OFFICER
SHIFT DIFFERENTIAL	0.0 2	88,259	88,259 2,085	DETECTIVE
STEP INCREASE SHIFT DIFFERENTIAL	1 0.0 2	2,085	2,085 1,836	DETECTIVE
LONGEVITY REGULAR SALARY & COLA	1	1,500	1,500	DETECTIVE
SHIFT DIFFERENTIAL	0.0 2	107,257	107,257 2,145	CORPORAL
LONGEVITY REGULAR SALARY & COLA	1	1,500	1,500	CORPORAL
SHIFT DIFFERENTIAL	0.0 2	107,253	107,253 2,145	CORPORAL
LONGEVITY REGULAR SALARY & COLA	1	1,500	1,500	CORPORAL
SHIFT DIFFERENTIAL	0.0 2	107,253	107,253 2,145	CORPORAL
LONGEVITY REGULAR SALARY & COLA	1	1,500	1,500	CORPORAL
SHIFT DIFFERENTIAL	0.0 4	107,253	107,253 4,290	CORPORAL
LONGEVITY REGULAR SALARY & COLA	1	81,503	81,503	CORPORAL
STEP INCREASE SHIFT DIFFERENTIAL	1 0.0 2	2,490	2,490 1,630	CORPORAL
SPECIALTY ASSIGNMENT REGULAR SALARY & COLA	1 1	1,560 81,503	1,560 81,503	CORPORAL
INSURANCE STIPEND SHIFT DIFFERENTIAL	1 1 0.0 4	4,800	4,800 3,260	PATROL OFFICER



LONGEVITY	1	300	300	PATROL OFFICER
STEP INCREASE	1	1,975	1,975	PATROL OFFICER
REGULAR SALARY & COLA	1	75,354	75,354	PATROL OFFICER
	1			
STEP INCREASE		3,391	3,391	PATROL OFFICER
SHIFT	0.0			
DIFFERENTIAL	2	75,354	1,507	PATROL OFFICER
REGULAR SALARY & COLA	1	78,367	78,367	PATROL OFFICER
STEP INCREASE	1	2,848	2,848	PATROL OFFICER
SHIFT	0.0			
DIFFERENTIAL	2	78,367	1,567	PATROL OFFICER
SPECIALTY ASSIGNMENT	1	1,560	1,560	PATROL OFFICER
REGULAR SALARY & COLA	1	71,445	71,445	PATROL OFFICER
SPECIALTY ASSIGNMENT	1	-	-	PATROL OFFICER
SHIFT	0.0			
DIFFERENTIAL	2	-	-	PATROL OFFICER
LONGEVITY	1	-	-	PATROL OFFICER
REGULAR SALARY & COLA	1	81,503	81,503	PATROL OFFICER
SPECIALTY ASSIGNMENT	1	1,560	1,560	PATROL OFFICER
SHIFT	0.0			
DIFFERENTIAL	4	81,503	3,260	PATROL OFFICER
STEP INCREASE	1	1,270	1,270	PATROL OFFICER
INSURANCE STIPEND	1	4,800	4,800	PATROL OFFICER
REGULAR SALARY & COLA	1	75,354	75,354	PATROL OFFICER
SHIFT	0.0			
DIFFERENTIAL	4	75,354	3,014	PATROL OFFICER
STEP INCREASE	1	1,565	1,565	PATROL OFFICER
REGULAR SALARY & COLA	1	70,424	70,424	PATROL OFFICER
STEP INCREASE	1	609	609	PATROL OFFICER
SHIFT	0.0			
DIFFERENTIAL	2	70,424	1,408	PATROL OFFICER
REGULAR SALARY & COLA	1	75,354	75,354	PATROL OFFICER
SHIFT	0.0			
DIFFERENTIAL	4	75,354	3,014	PATROL OFFICER
STEP INCREASE	1	2,478	2,478	PATROL OFFICER
REGULAR SALARY & COLA	1	103,128	103,128	PATROL OFFICER-K9
SHIFT	0.0			
DIFFERENTIAL	4	103,128	4,125	PATROL OFFICER-K9
LONGEVITY	1	500	500	PATROL OFFICER-K9
REGULAR SALARY & COLA	1	96,264	96,264	DETECTIVE
STEP INCREASE	1	833	833	DETECTIVE
LONGEVITY	1	500	500	DETECTIVE
SHIFT	0.0			
DIFFERENTIAL	2	96,264	1,925	DETECTIVE
REGULAR SALARY & COLA	1	77,991	77,991	PATROL OFFICER-TRAFFIC



	STEP INCREASE	1	2,126	2,126	PATROL OFFICER-TRAFFIC
	SHIFT	0.0			
	DIFFERENTIAL	4	91,680	3,667	PATROL OFFICER-TRAFFIC
	SPECIALTY				
	ASSIGNMENT	1	1,560	1,560	PATROL OFFICER-TRAFFIC
	LONGEVITY	1	500	500	PATROL OFFICER-TRAFFIC
	REGULAR SALARY	1	71,445	71,445	PATROL OFFICER
	SHIFT	0.0			
	DIFFERENTIAL	2	71,445	1,429	PATROL OFFICER
	REGULAR SALARY	1	96,500	96,500	PT ACCREDITATION SWORN MAJOR
	REGULAR SALARY	1	50,750	50,750	PT MARINE PATROL OFFICER
	REGULAR SALARY	1	200,613	200,613	ADMIN/SPECIAL PROJ COMMANDER
	CELL PHONE				
	ALLOWANCE	1	13,680	<u>13,680</u>	CELL PHONE ALLOWANCE
	SUBTOTAL			4,310,606	
001.21.521.1400	Overtime/(Sworn & Non-Sworn)	1	175,000	<u>175,000</u>	OVERTIME
001.21.521.1500	Educational Incentives	1	31,587	<u>31,587</u>	EDUCATIONAL INCENTIVE
001.21.521.1570	Clothing Allowance	1	9,800	<u>9,800</u>	CLOTHING ALLOWANCE
001.21.521.1600	Compensation Personnel	1	115,123	<u>115,123</u>	COMPENSATED ABSENCES/CASH OUT SICK & VACATION-RETIREMENT CASH OUT
001.21.521.2100	FICA	1	90,808	90,808	FICA FOR NON SWORN PERSONNEL
		1	255,106	255,106	FICA FOR SWORN OFFICERS
		1	11,475	<u>11,475</u>	FICA FOR OVERTIME
				357,389	
001.21.521.2200	Retirement Contributions	1	127,977	127,977	NON SWORN PERSONNEL
	FRS CONTRIBUTION	1	1,092,453	1,092,453	SWORN OFFICERS
	FRS CONTRIBUTION	1	36,198	<u>36,198</u>	RETIREMENT-OVERTIME
				1,256,628	
001.21.521.2300	Health, Life, Dental	1	156,591	156,591	NON SWORN PERSONNEL
	HEALTH, DENTAL,				
	LIFE & DISAB.	1	549,113	<u>549,113</u>	SWORN OFFICERS
				705,704	
001.21.521.2400	Workers Compensation	1	5,749	5,749	WCOMP FOR OVERTIME



	W/COMP	1	19,781	19,781	NON SWORN PERSONNEL
	W/COMP	1	201,378	<u>201,378</u>	SWORN OFFICERS
				226,908	
001.21.521.3125	Crime Watch/Community Policing	1	4,750	<u>4,750</u>	HURRICANE PREP, BIKE RODEO, MOTHER'S DAY COFFEE W/CHIEF/OTHER EVENTS
001.21.521.3132	Contract Services - Pre-Employment	1	3,000	<u>3,000</u>	MEDICAL ANNUAL AND EMPLOYMENT REQUIRED TESTING/PHYSICAL EXAMS
001.21.521.3136	Contract Services	1	1,500	1,500	PROPERTY BURN
		1	800	800	STERICYCLE
		1	3,600	3,600	STORAGE UNIT
		1	6,000	6,000	RADIO CONTRACT MAINTENANCE
		1	4,000	<u>4,000</u>	COURT STANDBY
				15,900	
001.21.521.4410	Vehicle Lease	1	326,000	<u>326,000</u>	POLICE VEHICLE LEASE/(INCLUDES \$23,200 FOR NEW OFFICER)
001.21.521.4601	Repair & Maintenance Vehicle/Boat	1	80,000	<u>80,000</u>	R&M VEH (INCLUDING THE BOAT)
001.21.521.4602	Repair, Replace & Maintain Equip	1	4,000	<u>4,000</u>	VEHICLES CALIBRATION
001.21.521.4604	Repair & Maintenance Building	1	2,000	<u>2,000</u>	E-NOTIFY COURT SUBPOENA PROJECT
001.21.521.4700	Printing & Binding	1	2,150	<u>2,150</u>	DISPATCH/ADMIN/SQUAD CHARGE FOR COPIES
001.21.521.5100	Office Supplies	1	5,000	<u>5,000</u>	VARIOUS OFFICE SUPPLIES
001.21.521.5205	Gas & Oil	1	254,365	<u>254,365</u>	GAS & OIL POLICE VEHICLES & BOAT
001.21.521.5221	Ammunition	1	12,500	<u>12,500</u>	REPLACEMENT, TEAR GAS
001.21.521.5230	Operating Supplies/Equipment	1			(\$2,000 ACTIVE SHOOTER HELMET/PLATES NEW OFFICER)/(\$1,600 MFAK/AED NEW OFFICER)/(\$10,062 (6) STALKER RADARS)/(\$3,000 (3) BALLISTIC HELMETS)
		1	16,662	16,662	GTS BATTERIES/YUBI KEYS/SHOULDER MICS/ANTENNAS
			3,000	3,000	



		1			(35) QUIK CLOTS/(35) CHEST SEALS/(35)TRAUMA DRESSING
		1	1,755	1,755	
		1	242	242	(21) FIRST AID KITS
		1	3,342	3,342	(21)ADULT AED PADS/(21) PEDIATRIC AED PADS
		1	4,495	4,495	(3) AED MACHINES
		2	3,000	6,000	(2) NEW F/T POLICE OFFICER ACTIVE SHOOTER HELMET & PLATES
		2	4,650	9,300	(2) NEW F/T POLICE OFFICER/CODEVEST/FUN/FUN/BELT
		1	3,164	3,164	FINGERPRINT ID EQUIPMENT
		1	7,500	7,500	(2) ROCKRIVER RIFLES
		1	4,463	<u>4,463</u>	(5) GLOCK 45
				59,923	
001.21.521.5231	Special Departmental Supplies	1	20,000	<u>20,000</u>	PLAQUES/COFFEE/WATER/CLEANING SUPPLIES
001.21.521.5232	K-9 Operating Expenses	1	5,700	<u>5,700</u>	K-9 OPERATING EXPENSES
001.21.521.5340	Travel, Conferences & Meeting	1	67,882	<u>67,882</u>	POLICE WEEK/HONOR GUARD DETAIL/MDCACP ISLANDS CHIEFS DINNER
001.21.521.5401	Vehicle Rental	1	17,292	<u>17,292</u>	(1) UNMARKED VEHICLE RENTAL PER MONTH-DEA DETACHED DETECTIVE
001.21.521.5405	Dues, Subscriptions & Memberships	1	4,000	<u>4,000</u>	ANNUAL FOR MDCACP,FPCA/IACP/FLA-PAC/911 CERT/CODE ENF FACE
001.21.521.5489	P.A.L	1	1,000	<u>1,000</u>	P.A.L ACTIVITIES
001.21.521.5500	Education & Training	1	40,000	<u>40,000</u>	TRAINING FOR ALL DEPARTMENT-PLI
001.21.521.5555	Uniforms	1	15,000	<u>15,000</u>	UNIFORMS/INCLUDES \$3,880 FOR NEW OFFICER
001.21.521.5560	Uniform Cleaning	1	5,000	<u>5,000</u>	DRYCLEANING
001.21.521.6430	Machinery & Equipment				
CAPITAL PROJ# PD25-01		1	184,345	<u>184,345</u>	(35) TASERS & (35) BODY WORN CAMERAS - AXON LEASE
	NEW POSITIONS				
	F/T COMMUNICATIONS OPERATOR	1	92,810	92,810	F/T COMMUNICATIONS OPERATOR/WITH BENEFITS



F/T PATROL OFFICER	1	124,125	124,125	F/T PATROL OFFICER WITH BENEFITS
F/T LIETENANT	1	198,362	<u>198,362</u>	F/T LIEUTENANT/WITH BENEFITS
			415,297	
			<hr/>	
TOTAL			<u>8,848,972</u>	



BUILDING FUND

DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

The primary mission of the Building Department is to provide quality service to the community that is knowledgeable, efficient, comprehensive and helpful to the public. We will demonstrate honesty, integrity and fairness in all aspects of our responsibilities. The intention is to safeguard life, health, property and public welfare by regulating and controlling the construction, quality of materials, and use of all buildings and structures within North Bay Village. The department is responsible for the administration and enforcement of the Florida Building Code, the National Electrical Code, and Village adopted laws and ordinances.

DESCRIPTION OF SERVICES AND ACTIVITIES

The Department enforces the Florida Building Code, the Dade County Code, the National Fire Protection Agency Code, the National Electrical Code, and is responsible for implementing the Village's Zoning and Land Use Regulations. We will make sure that the appropriate permits are issued either to licensed and insured contractors, or to the homeowners directly, in accordance with the Florida Statutes.

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.
- Train other users in the CAP-IDT (Electronic Plan Review System) for online submittals.
- Improve online forms for ease of use by customers.
- Train Customer Service Specialists in Building Department tasks.

Building Fund Performance Measures/Indicators	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Number of Permits Issued	886	541	725	669	597	*
Number of Inspections	2,134	1,499	1,656	1,714	1,610	**

**FY 2024 permits issued to date: 391*

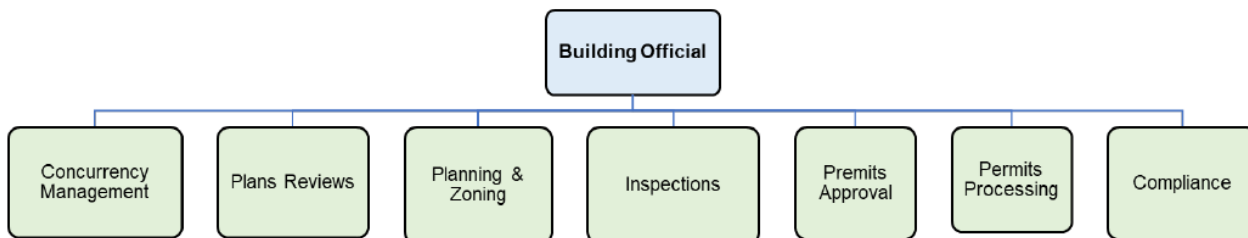
***FY 2024 inspections completed to date: 956*



Expenditure Category Summary

BUILDING DEPARTMENT					
EXPENDITURE CATEGORY SUMMARY					
Account Description	FY 2022 Actual	FY 2023 Actual	FY 2024 Adopted Budget	FY 2024 Projected Actual	FY 2025 Adopted Budget
PERSONNEL SERVICES	\$ 96,185	\$ 108,256	\$ 116,751	\$ 114,227	\$ 196,027
MATERIAL, SUPPLIES, SERVICES	761,406	641,309	498,263	835,996	674,406
TOTAL OPERATING BUDGET	\$ 857,591	\$ 749,565	\$ 615,014	\$ 950,223	\$ 870,433
CAPITAL	\$ -	\$ 24,999	\$ 96,121	\$ 61,310	\$ 81,721
DEBT SERVICE	-	31,078	-	-	-
GRANTS & AIDS	-	-	-	-	-
OTHER NON-OPERATING EXPENSES	-	-	-	-	-
TOTAL NON-OPERATING BUDGET	\$ -	\$ 56,077	\$ 96,121	\$ 61,310	\$ 81,721
TOTAL DEPARTMENT BUDGET	\$ 857,591	\$ 805,641	\$ 711,135	\$ 1,011,533	\$ 952,154

Building Organizational Chart





Departmental Budget Worksheet

Type	Description	Qty	Cost	Extended Amount	Comment
111.25.524. 1200	Regular Salaries				
	REG SALARY	1	7,200	7,200	PT BUILDING OFFICIAL
	REG SALARY & MERIT	1	89,000	89,000	BUILDING DEPT AND CUSTOMER SERVICE MANAGER
	COLA	1	4,272	4,272	BUILDING DEPT AND CUSTOMER SERVICE MANAGER
	LONGEVITY REG SALARY & MERIT	1	-	-	BUILDING DEPT AND CUSTOMER SERVICE MANAGER
	REG SALARY & MERIT		56,659	14,165	CUSTOMER SERVICE SPECIALIST (75% GOV-25% BLDG)
	REG SALARY & MERIT		56,659	22,663	CUSTOMER SERVICE SPECIALIST (60% GOV-40% BLDG)
	COLA		2833	708	CUSTOMER SERVICE SPECIALIST (75% GOV-25% BLDG)
	COLA		2833	1,133	CUSTOMER SERVICE SPECIALIST (60% GOV-40% BLDG)
				139,141	
111.25.524. 1400	Overtime	1	-	-	OVERTIME
111.25.524. 1570	Clothing Allowance	1	200	200	BUILDING DEPT AND CUSTOMER SERVICE MANAGER
111.25.524. 1600	Compensation Personnel	1	-	-	BUILDING DEPT AND CUSTOMER SERVICE MANAGER
111.25.524. 2100	Fica				
	FICA	1	1,003	1,003	PT BUILDING OFFICIAL
	FICA	1	10,323	10,323	BUILDING DEPT AND CUSTOMER SERVICE MANAGER
	FICA	1	4,458	1,115	CUSTOMER SERVICE SPECIALIST (75% GOV-25% BLDG)
	FICA	1	4,626	1,850	CUSTOMER SERVICE SPECIALIST (60% GOV-40% BLDG)
				14,291	
111.25.524. 2200	Retirement Contributions				
	FRS CONTRIBUTION	1	-	-	PT BLDG OFFICIAL
	FRS CONTRIBUTION	1	500	500	BUILDING DEPT AND CUSTOMER SERVICE MANAGER
	FRS CONTRIBUTION	1	7,934	1,983	CUSTOMER SERVICE SPECIALIST (75% GOV-25% BLDG)
	FRS CONTRIBUTION	1	8,234	3,294	CUSTOMER SERVICE SPECIALIST (60% GOV-40% BLDG)
				5,777	
111.25.524. 2300	Health, Dental & Life				



	HEALTH/LIFE/DENTAL	1	569	569	BUILDING DEPT AND CUSTOMER SERVICE MANAGER
	HEALTH/LIFE/DENTAL	1	-	2,904	CUSTOMER SERVICE SPECIALIST (75% GOV-25% BLDG)
	HEALTH/LIFE/DENTAL	1	-	<u>4,681</u>	CUSTOMER SERVICE SPECIALIST (60% GOV-40% BLDG)
				8,154	
111.25.524.2400	Workers Compensation				
	W/COMP	1	0	0	PT BUILDING OFFICIAL
	W/COMP	1	206	206	BUILDING DEPT AND CUSTOMER SERVICE MANAGER
	W/COMP	1	155	39	CUSTOMER SERVICE SPECIALIST (75% GOV-25% BLDG)
	W/COMP	1	157	<u>63</u>	CUSTOMER SERVICE SPECIALIST (60% GOV-40% BLDG)
				308	
111.25.524.3116	Bank/Merchant Fees	1	9,200	<u>9,200</u>	MERCHANT FEES
111.25.524.3131	Contract Service -Data Processing				
	SOFTWARE	1	4,000	4,000	BLUE BEAM STUDIO SOFTWARE FOR PLAN REVIEWS
	GIS	1	4,200	<u>4,200</u>	GIS HOSTING FOR OKTA
				8,200	
111.25.524.3160	Professional Services	1	15,000	15,000	FLOOD PLAIN MANAGER
		1	15,000	15,000	COMMUNITY SERVICE RATING
		1	30,000	30,000	MICROFILMING BLDG PERMITS/SCANNING (VILLAGE CLERK)
		1	550,800	<u>550,800</u>	CAP GOVERNMENT CONTRACT SERVICES
				610,800	
111.25.524.4101	Communication Services				
	INTERNET	12	160	<u>1,920</u>	1000 MBPS BANDWIDTH/INTERNET
111.25.524.4403	Building Rental/Lease				
	CSWY TOWER	0.1	319,478	<u>31,948</u>	#REF!
111.25.524.4700	Printing & Binding	12	130	<u>1,560</u>	COST OF COPIES
111.25.524.5100	Office Supplies				
	VARIOUS SUPPLIES	1	3,000	<u>3,000</u>	VARIOUS OFFICE SUPPLIES
111.25.524.5215	Copy Machine Lease				
	TOSHIBA COPIER	12	168	<u>2,016</u>	TOSHIBA COPIER ANNUAL LEASE



111.25.524. 5340	Travel, Conferences & Meetings	1	3,000	<u>3,000</u>	CONFERENCES & MEETINGS
111.25.524. 5360	Telephone	12	180	2,164	CELL PHONE SERVICES
		12	47	<u>563</u>	DMS TELECOMMUNICATIONS
				2,727	
111.25.524. 5433	Repair & Maintenance - Building	1	-	-	BUILDING REPAIR & MAINTENANCE
111.25.524. 5630	Dues, Subscriptions & Memberships				
	B.O.A.F	1	35	<u>35</u>	MEMBERSHIP IN BOAF
111.25.524. 6410	Office Equipment				
Project#	BF25-01	1	81,721	<u>81,721</u>	TYLER EPL SOFTWARE
	TOTAL			<u><u>\$ 923,997</u></u>	



STREET MAINTENANCE FUND

DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

This fund is used to account for Restricted Revenues and expenditures associated with state distributed fuel taxes. Serve the Village by providing the most cost-effective, high-quality street maintenance service possible, through a highly qualified workforce.

DESCRIPTION OF SERVICES AND ACTIVITIES

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

DEPARTMENT GOALS

- Reduce vehicle repair and maintenance costs
- Maintain and upgrade landscaping village wide
- Maintain village parks
- Improve recycle efforts ad standards
- Maintain pedestrian system

PERFORMANCE INDICATORS

- Replace damage landscape
- Replace Vogal Park playground canopy
- Upgrade Vogal park electrical system
- Replace sod and maintain amenities at dog park
- Management of SFM service contract
- Complete ADA phase 2 improvement project

Expenditure Category Summary

STREET MAINTENANCE					
EXPENDITURE CATEGORY SUMMARY					
Account Description	FY 2022 Actual	FY 2023 Actual	FY 2024 Adopted Budget	FY 2024 Projected Actual	FY 2025 Adopted Budget
PERSONNEL SERVICES	\$ 184,713	\$ 106,369	\$ 116,751	\$ 184,240	\$ 365,104
MATERIAL, SUPPLIES, SERVICES	137,020	918,512	498,263	247,629	575,800
TOTAL OPERATING BUDGET	\$ 299,314	\$ 1,024,881	\$ 615,015	\$ 431,869	\$ 940,904
CAPITAL	\$ 206,119	\$ 323,321	\$ 325,000	\$ 275,080	\$ 646,141
DEBT SERVICE	-	-	-	-	-
GRANT & AIDS	-	-	-	-	-
OTHER NON-OPERATING EXPENSES	-	-	-	-	25,000
TOTAL NON-OPERATING BUDGET	\$ 215,263	\$ 323,321	\$ 325,000	\$ 275,080	\$ 671,141
TOTAL DEPARTMENT BUDGET	\$ 514,576	\$ 668,249	\$ 712,090	\$ 706,949	\$ 1,612,045



Departmental Budget Worksheet

Type	Description	Qty	Cost	Extended Amount	Comment
112.18.54					
1.1200	Regular Salaries				
	REGULAR SALARY	1	56,632	56,632	MAINTENANCE UTILITY WORKER
	REGULAR SALARY	1	51,000	51,000	MAINTENANCE UTILITY WORKER
	REGULAR SALARY	2	60,000	120,000	MAINTENANCE UTILITY WORKER (NEW POSITIONS)
	LONGEVITY	1	-	-	MAINTENANCE UTILITY WORKER
	COLA	1	3,153	3,153	MAINTENANCE UTILITY WORKER
	COLA	1	2,448	<u>2,448</u>	MAINTENANCE UTILITY WORKER
				233,233	
112.18.54					
1.1400	Overtime	1	5,000	<u>5,000</u>	OVERTIME
112.18.54					
1.1570	Clothing Allowance	4	200	<u>800</u>	CLOTHING ALLOWANCE-SAFETY SHOES
112.18.54					
1.1600	Compensation Personnel	1	-	<u>-</u>	MAINTENANCE UTILITY WORKER
112.18.54					
1.2100	Fica				
	FICA	1	8,738	8,738	MAINTENANCE UTILITY WORKER
	FICA	1	6,231	6,231	MAINTENANCE UTILITY WORKER
	FICA	2	3,636	<u>7,272</u>	MAINTENANCE UTILITY WORKER (NEW POSITIONS)
				22,241	
112.18.54					
1.2200	Retirement Contribution				
	FRS CONTRIBUTION	1	300	300	MAINTENANCE UTILITY WORKER
	FRS CONTRIBUTION	1	300	300	MAINTENANCE UTILITY WORKER
	FRS CONTRIBUTION	2	-	<u>-</u>	MAINTENANCE UTILITY WORKER (NEW POSITIONS)
				600	
112.18.54					
1.2300	Health, Life, Dental				
	HEALTH, DENTAL & LIFE	1	355	355	MAINTENANCE UTILITY WORKER
	HEALTH, DENTAL & LIFE	1	355	355	MAINTENANCE UTILITY WORKER
	HEALTH, DENTAL & LIFE	2	11,000	<u>22,000</u>	MAINTENANCE UTILITY WORKER (NEW POSITIONS)
				22,711	



112.18.54					
1.2400	Workers Compensation				
	WORKERS COMP	1	0	0	MAINTENANCE UTILITY WORKER
	WORKERS COMP	1	0	0	MAINTENANCE UTILITY WORKER
	WORKERS COMP	2	0	<u>0</u>	MAINTENANCE UTILITY WORKER (NEW POSITIONS)
				1	
112.18.54					
1.2700	Cost Allocation	1	(98,859)	<u>(98,859)</u>	COST ALLOCATION
112.18.54					
1.3138	Contract Services - Grounds Maint	1	150,000	<u>150,000</u>	VILLAGE/WIDE LANDSCAPE MAINT. CONTRACT
112.18.54					
1.4315	Electric, Gas & Water	1	10,000	10,000	MEDIAN LIGHTS -FPL
		1	32,000	<u>32,000</u>	WATER SERVICES ALL VILLAGE BLDGS/IRRIGATION
				42,000	
112.18.54					
1.4410	Vehicle Lease	12	1,300	<u>15,600</u>	ANNUAL LEASE FOR 2 PICK-UP TRUCKS
112.18.54					
1.4601	Repair & Maintenance Vehicle	1	5,000	<u>5,000</u>	R&M OF PICK-UP TRUCKS
112.18.54					
1.4602	Repair & Replace Equipment	1	17,500	<u>17,500</u>	REPAIR & REPLACE EQUIPMENT
112.18.54					
1.4604	Repairs & Maintenance of Bldg./Parks	1	10,000	<u>10,000</u>	BUILDING REPAIRS (PARKS/PWKS BLDG)
112.18.54					
1.4605	Repair & Maintenance of Grounds	1	230,000	230,000	STREET REPAIRS/SOD/ROADWAY REPAIR/DOG PARK TURF SMF26-02
		1	10,000	<u>10,000</u>	KENNEDY CAUSEWAY ANNEXATION O&M (DEBRIS/SIDEWALK MAINTENANCE)
				240,000	
112.18.54					
1.5205	Gas & Oil	1	7,500	<u>7,500</u>	GAS & OIL FOR PICK-UP TRUCKS



112.18.54 1.5320	Operating Supplies/Equipment	1	20,000	<u>20,000</u>	SAFETY EQUIP/BARRICADES/SAFETY VESTS
112.18.54 1.5324	Temporary Personnel	1	8,000	<u>8,000</u>	STREET MAINTENANCE-TEMP PERSONNEL
112.18.54 1.5360	Telephone	12	350	<u>4,200</u>	(5) MAINTENANCE WORKERS CELL PHONE
112.18.54 1.5395	Street Lights	1	50,000	<u>50,000</u>	DECORATIVE STREET LIGHTS
112.18.54 1.5555	Uniforms	1	6,000	<u>6,000</u>	UNIFORMS
112.18.54 1.6200	Park Improvements				
	Proj# SMF25-01	1	25,000	<u>25,000</u>	Vogel Park Electrical System Landscaping Enhancements - Equipment/Installation
112.18.54 1.6308	Streets & Roads Improvements				
	Proj# SMF23-07	1	200,000	200,000	ENTRANCE WAY SIGN EAST (IMPROVEMENTS)
	Proj# SMF25-05	1	200,000	<u>200,000</u>	ENTRANCE WAY SIGN WEST (IMPROVEMENTS)
				400,000	
112.18.54 1.6320	Landscape Improvements				
	Proj# SMF25-03	1	150,000	150,000	VILLAGE-WIDE LANDSCAPING MEDIANS & BULBOUT IMPROVEMENTS (DESIGN & CONSTRUCTION)
	Proj# SMF25-04	1	150,000	<u>150,000</u>	VILLAGE-WIDE LANDSCAPING PROJECTS
				300,000	
112.18.54 1.6430	Machinery & Equipment				
	Proj# SMF25-02	1	20,000	<u>20,000</u>	LANDSCAPE EQUIPMENT
112.18.54 1.9000	Contingency	1	25,000	<u>25,000</u>	CONTINGENCY
	TOTAL			<u><u>\$1,531,526</u></u>	



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

- Improve Parking availability and standards for residents and visitors
- Improve pedestrian connectivity
- Establish local mobile circulation and distribution services
- Incorporate compete initiatives and design in village wide improvements
- Increase traffic calming & pedestrian safety

PERFORMANCE INDICATORS

- Complete TI parking study
- Development roadway improvement conceptual
- Install upgrade bus shelter & crosswalks
- Explore partnership to create local trolley network
- Complete sidewalk connectivity and crosswalk improvement project

Expenditure Category Summary

TRANSPORTATION					
EXPENDITURE CATEGORY SUMMARY					
Account Description	FY 2022 Actual	FY 2023 Actual	FY 2024 Adopted Budget	FY 2024 Projected Actual	FY 2025 Adopted Budget
PERSONNEL SERVICES	\$ 10,302	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
MATERIAL, SUPPLIES, SERVICES	32,884	59,931	155,312	137,541	345,500
TOTAL OPERATING BUDGET	\$ 43,186	\$ 69,931	\$ 165,312	\$ 147,541	\$ 355,500
CAPITAL	\$ 12,991	\$ 362,096	\$ 796,412	\$ 376,233	\$ 381,500
DEBT SERVICE	-	-	-	-	-
GRANT & AIDS	-	-	-	-	-
OTHER NON-OPERATING EXPENSES	-	-	-	109,896	442,900
TOTAL NON-OPERATING BUDGET	\$ 565,831	\$ 504,796	\$ 796,412	\$ 486,129	\$ 824,400
TOTAL DEPARTMENT BUDGET	\$ 609,017	\$ 574,728	\$ 961,724	\$ 633,670	\$ 1,179,900



Departmental Budget Worksheets

Type	Description	Qty	Cost	Extended Amount	Comment
115.18.541.27 00	Cost Allocation	1	10,000	<u>10,000</u>	5% ADMIN FEE ALLOWED BY CITT (PWKS DIR SALARY)
115.18.541.53 95	Street Lights	1	35,000	<u>35,000</u>	FPL STREET LIGHTS
115.18.541.31 36	Contract Services	1	240,000	240,000	ON-DEMAND TRANSIT OPERATIONS/FREEBEE TESLA
		1	60,000	<u>60,000</u>	NEW NBV TRANSIT SERVICES - MOU
				300,000	
115.18.541.55 55	Uniforms	1	500	<u>500</u>	UNIFORMS
115.18.541.52 30	Operating Supplies & Equipment	1	10,000	<u>10,000</u>	SPEED BUMPS/SIGNAGE/ETC.
115.18.541.63 08	Roads and Streets				
Project #:	TF24-02	1	256,500	256,500	H.I.,N.B.I.& T.I. SIDEWALK & CROSSWALK IMPROVEMENTS
Project #:	TF23-02	1	50,000	50,000	DESIGN: BUS SHELTERS ON KENNEDY CAUSEWAY
Project #:	TF24-03	1	75,000	<u>75,000</u>	H.I. ENTRANCE W/TRAFFIC OVALS
				381,500	
115.18.541.91 32	Transfer to Capital Projects Fund	1	442,900	<u>442,900</u>	TRANSFER TO CAPITAL PROJECTS'
	TOTAL			<u><u>\$ 1,179,900</u></u>	



AMERICAN RESCUE PLAN ACT FUND (ARPA)

EXPENDITURE CATEGORY SUMMARY					
Account Description	FY 2022 Actual	FY 2023 Actual	FY 2024 Adopted Budget	FY 2024 Projected Actual	FY 2025 Proposed Budget
Non-Operating Revenue					
Federal Recovery Funds	2,017,689				
Operating Revenues					
Appropriation of Fund Balance		1,375,000	389,500	389,500	1,628,189
TOTAL OPERATING BUDGET	2,017,689	1,375,000	389,500	389,500	1,628,189
CAPITAL		3,645,878	389,500	389,500	389,500
OTHER NON-OPERATING EXPENSES					
TOTAL NON-OPERATING BUDGET	-	3,645,878	389,500	389,500	389,500
TOTAL DEPARTMENT BUDGET	2,017,689	5,020,878	779,000	779,000	2,017,689



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

- After School/Summer Camp
- For the After School and Summer Camp Program we intend to serve 60 elementary school children approximate ages 5-11 for each program. Out of those 60, 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

After School & Summer Program Fund					
EXPENDITURE CATEGORY SUMMARY					
Account Description	FY 2022 Actual	FY 2023 Actual	FY 2024 Adopted Budget	FY 2024 Projected Actual	FY 2025 Adopted Budget
PERSONNEL SERVICES	\$ 122,355	\$ 159,424	\$ -	\$ -	\$ -
MATERIAL, SUPPLIES, SERVICES	20,677	24,767	-	-	-
TOTAL OPERATING BUDGET	\$ 143,033	\$ 184,191	\$ -	\$ -	\$ -
CAPITAL	\$ -	\$ -	\$ -	\$ -	\$ -
DEBT SERVICE	-	-	-	-	-
GRANT & AIDS	-	-	-	-	-
OTHER NON-OPERATING EXPENSES	-	-	-	-	-
TOTAL NON-OPERATING BUDGET	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL DEPARTMENT BUDGET	\$ 143,033	\$ 184,191	\$ -	\$ -	\$ -



GRANT ADMINISTRATION FUND

Detail of Revenues & Expenditures

Detail of Revenues & Expenditures - Grants Admin Fund					
ACCOUNT DESCRIPTION	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ADOPTED BUDGET	FY 2024 PROJECTED ACTUAL	FY 2025 ADOPTED BUDGET
Federal Grants	0	52,000	75,000	0	75,000
State Grants	0	41,293	0	4,969	30,000
Operating Revenues	0	0	0	0	0
Appropriation of Fund Balance	0	0	0	0	0
Total Non-Operating Revenues	0	93,293	75,000	0	0
TOTAL REVENUE	0	93,293	75,000	4,969	105,000
Personnel Services	0	0	0	0	0
Materials, Supplies, & Services	0	0	45,000	35,989	75,000
Total Operating Budget	0	0	45,000	35,989	75,000
Capital	0	93,293	30,000	20,761	30,000
Other Non-Operating Expenses	0	0	0	0	0
Total Non-Operating Budget	0	93,293	30,000	0	0
TOTAL GRANT ADMINISTRATION FUND	0	93,293	75,000	56,750	105,000



ENTERPRISE FUNDS

Detail of Revenues & Expenditures

Detail of Revenues & Expenditures - Enterprise Fund					
ACCOUNT DESCRIPTION	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ADOPTED BUDGET	FY 2024 PROJECTED ACTUAL	FY 2025 ADOPTED BUDGET
Water Revenue	2,681,245	2,497,781	2,738,567	2,731,498	2,955,015
Sewer Revenue	3,152,140	3,029,537	3,190,709	3,235,270	3,392,098
Sanitation Revenue	1,721,396	1,789,020	2,055,109	1,838,551	2,055,109
Stormwater Revenue	230,528	461,553	457,852	456,086	457,650
Service & Late Charges	72,792	106,826	104,000	79,246	104,000
Total Operating Revenue	7,858,100	7,884,717	8,546,036	8,340,650	8,963,872
Water Meter Fee	292	1,104	1,000	1,166	1,000
Interest Earnings	85	0	0	0	0
Other Revenue / State Grants / Stormwater	50,000	200,000	2,808,000	0	0
Other Miscellaneous Revenue	9,125	11,500	10,000	4,993	5,000
Water Disconnect Fee	2,080	1,240	4,000	2,860	3,000
State Appropriations	0	0	0	0	0
Utilities Loan Proceeds-Sewer Projects	0	5,978,129	0	0	0
Stormwater-Referendum	0	0	2,820,114	860,995	9,489,878
Fund Balance-Utilities	3,020,920	3,833,921	3,785,162	281,016	1,207,796
Fund Balance-Stormwater	266,477	266,477	485,802	1,778,613	2,724,952
Total Non-Operating Revenue	3,740,672	10,842,971	9,891,110	2,929,643	13,431,626
TOTAL ENTERPRISE REVENUE	11,598,772	16,807,688	18,437,148	14,199,936	26,863,252
Utilities Administration	2,383,894	3,006,488	3,359,286	3,358,344	4,829,500
Water Operations	892,328	824,169	875,421	1,094,946	1,523,645
Sewer	1,431,372	1,568,599	1,379,945	1,776,716	2,462,538
Sanitation	1,126,228	1,297,001	1,340,635	1,396,914	1,622,953
Stormwater	588,428	144,286	182,503	138,612	400,994
Total Operating Expenses	6,422,250	6,840,541	7,137,790	7,765,532	10,839,630
Transfer from SW to Street Maintenance Fund	0	0	0	0	0
Transfer from UT to General Fund	0	0	0	0	0
Transfer from UT to Street Maintenance Fund	0	0	0	0	0
Debt Principal	0	536,987	543,089	543,059	549,969
Debt Interest	111,421	110,485	104,372	104,372	97,504
UT Capital Outlay & other non-oper	4,590	138,000	68,000	9,960	0
Capital Improvements- Water	310,120	0	0	0	0
Capital Improvements- Sewer	387,726	6,478,279	0	0	0
Capital Improvement -Stormwater	0	322,433	0	0	0
Fund Balances/Reserves/Net Assets	4,362,666	4,100,964	10,583,925	10,329,168	2,249,558
Total Non- Operating Expense	5,176,522	11,687,148	11,299,356	215,169	1,829,162
TOTAL ENTERPRISE EXPENSES	11,598,772	18,527,689	18,437,146	26,732,791	26,405,453



ENTERPRISE FUNDS-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 AND ACTIVITIES

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

DEPARTMENT GOALS

- Update fixed asset inventory.
- Establish a Certified Flood Plan Manager for administration of the Community Rating Systems program.

Utilities Administration Performance Measures/Indicators	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.
Evaluate department needs and formulate short and long-range plans for street, sanitation, drainage, water, sewer, park and building maintenance.				X
Standardizes department policies and procedures to improve efficiency and effectiveness of operations.				X
Develops, and implements department operating and capital budget and monitors all department costs and expenditures.				X
Ensure that city streets, parks and utilities are kept in satisfactory condition for safe use by the public				X

Expenditure Category Summary

Enterprise Fund Utilities Administration					
EXPENDITURE CATEGORY SUMMARY					
Account Description	FY 2022 Actual	FY 2023 Actual	FY 2024 Adopted Budget	FY 2024 Projected Actual	FY 2025 Adopted Budget
PERSONNEL SERVICES	\$ 1,630,341	\$ 2,125,871	\$ 2,478,326	\$ 2,311,424	\$ 2,858,054
MATERIAL, SUPPLIES, SERVICES	753,553	880,615	880,960	956,586	1,713,946
TOTAL OPERATING BUDGET	\$ 2,383,894	\$ 3,006,486	\$ 3,359,286	\$ 3,268,010	\$ 4,572,000
CAPITAL	\$ -	\$ 98,000	\$ 58,000	\$ 140,786	\$ 232,500
DEBT SERVICE	-	-	-	-	-
GRANT & AIDS	-	-	-	-	-
OTHER NON-OPERATING EXPENSE	-	-	-	-	25,000
TOTAL NON-OPERATING BUDGET	\$ -	\$ 98,000	\$ 58,000	\$ 140,786	\$ 257,500
TOTAL DEPARTMENT BUDGET	\$ 2,383,894	\$ 3,104,486	\$ 3,417,286	\$ 3,408,796	\$ 4,829,500



Departmental Budget Worksheets

Type	Description	Qty	Cost	Extended Amount	Comment
430.30.533. 1200	Regular Salaries				
	REG SALARY	1	162,240	162,240	ENGINEERING & STORMWATER PROGRAM DIRECTOR
	REG SALARY	1	98,800	98,800	PUBLIC WORKS OPERATIONS DIRECTOR
	REG SALARY	1	82,000	82,000	CUSTOMER SERVICE SUPERVISOR
	REG SALARY	1	125,000	125,000	CAPITAL PROJECT & CONSTRUCTION MANAGER
	REG SALARY	1	40,525	40,525	PT CUSTODIAL
	REG SALARY	1	88,519	88,519	PROJECT MANAGER
	REG SALARY	1	121,735	121,735	ENGINEERING INSPECTOR (NEW POSITION BENEFITS INCLUDED)
	REG SALARY	1	267,818	267,818	PROJECT MANAGER II (NEW POSITION BENEFITS INCLUDED)
	REG SALARY	1	46,176	46,176	UTILITIES MAINTENANCE WORKER
	REG SALARY	1	80,000	80,000	PUBLIC WORKS EXECUTIVE ASSISTANT
	LONGEVITY	1	300	300	PUBLIC WORKS OPERATIONS DIRECTOR
	LONGEVITY	1	300	300	CUSTOMER SERVICE SUPERVISOR
	COLA	1	3,840	3,840	PUBLIC WORKS EXECUTIVE ASSISTANT
	COLA	1	4,248	4,248	PROJECT MANAGER
	COLA	1	7,787	7,787	ENGINEERING & STORMWATER PROGRAM DIRECTOR
	COLA	1	4,742	4,742	PUBLIC WORKS OPERATIONS DIRECTOR
	COLA	1	4,132	4,132	CUSTOMER SERVICE SUPERVISOR
	COLA	1	6,000	6,000	CAPITAL PROJECT & CONSTRUCTION MANAGER
	COLA	1	2,216	2,216	UTILITIES MAINTENANCE WORKER
	COLA	1	1,418	1,418	PT CUSTODIAL
				1,147,796	
430.30.533. 1400	Overtime	1	3,000	3,000	OVERTIME
430.30.533. 1600	Compensation Personnel	1	20,662	20,662	COMPENSATED ABSENCES/CASH OUT SICK & VACATION
430.30.533. 1570	Clothing Allowance	1	1,000	1,000	CLOTHING ALLOWANCE
430.30.533. 2100	Fica	1	13,366	13,366	ENGINEERING & STORMWATER PROGRAM DIRECTOR
	FICA	1	9,946	9,946	CAPITAL PROJECT & CONSTRUCTION MANAGER
	FICA	1	7,844	7,844	PUBLIC WORKS OPERATIONS DIRECTOR



	FICA	1	6,880	6,880	CUSTOMER SERVICE SUPERVISOR
	FICA	1	3,705	3,705	UTILITIES MAINTENANCE WORKER
	FICA	1	5,890	5,890	PUBLIC WORKS EXECUTIVE ASSISTANT
	FICA	1	6,999	6,999	PROJECT MANAGER
	FICA	1	3,209	<u>3,209</u>	PT CUSTODIAL
				57,839	
430.30.533.2200	Retirement Contributions	1	23,788	23,788	ENGINEERING & STORMWATER PROGRAM DIRECTOR CAPITAL PROJECT & CONSTRUCTION MANAGER
	FRS CONTRIBUTION	1	17,701	17,701	
	FRS CONTRIBUTION	1	13,959	13,959	PUBLIC WORKS OPERATIONS DIRECTOR
	FRS CONTRIBUTION	1	12,245	12,245	CUSTOMER SERVICE SUPERVISOR
	FRS CONTRIBUTION	1	6,595	6,595	UTILITIES MAINTENANCE WORKER
	FRS CONTRIBUTION	1	10,483	10,483	PUBLIC WORKS EXECUTIVE ASSISTANT
	FRS CONTRIBUTION	1	12,457	12,457	PROJECT MANAGER
	FRS CONTRIBUTION	1	5,711	<u>5,711</u>	PT CUSTODIAL
				102,939	
430.30.533.2300	Health, Life, Dental	1	12,965	12,965	ENGINEERING & STORMWATER PROGRAM DIRECTOR CAPITAL PROJECT & CONSTRUCTION MANAGER
	HEALTH/LIFE/DENTAL/DISABILITY	1	11,942	11,942	
	HEALTH/LIFE/DENTAL/DISABILITY	1	24,817	24,817	PUBLIC WORKS OPERATIONS DIRECTOR
	HEALTH/LIFE/DENTAL/DISABILITY	1	17,137	17,137	CUSTOMER SERVICE SUPERVISOR
	HEALTH/LIFE/DENTAL/DISABILITY	1	11,811	11,811	PUBLIC WORKS EXECUTIVE ASSISTANT
	HEALTH/LIFE/DENTAL/DISABILITY	1	25,370	25,370	PROJECT MANAGER
	HEALTH/LIFE/DENTAL/DISABILITY	1	11,619	<u>11,619</u>	PT CUSTODIAL
				115,661	
430.30.533.2400	Workers Compensation	1	11,882	11,882	ENGINEERING & STORMWATER PROGRAM DIRECTOR CAPITAL PROJECT & CONSTRUCTION MANAGER
	WORKERS COMP	1	325	325	
	WORKERS COMP	1	7,345	7,345	PUBLIC WORKS OPERATIONS DIRECTOR
	WORKERS COMP	1	234	234	CUSTOMER SERVICE SUPERVISOR
	WORKERS COMP	1	2,289	2,289	UTILITIES MAINTENANCE WORKER
	WORKERS COMP	1	197	197	PUBLIC WORKS EXECUTIVE ASSISTANT
	WORKERS COMP	1	6,713	6,713	PROJECT MANAGER
	WORKERS COMP	1	3,538	<u>3,538</u>	PT CUSTODIAL
				32,523	



430.30.533.2700	Cost Allocation	1	1,386,634	1,386,634	COST ALLOCATION
		1	(10,000)	(10,000)	CITT 5 % ALLOWED
				1,376,634	
430.30.533.3110	Engineering & Planning	1	40,000	40,000	ENGINEERING SERVICES /PLANNING
430.30.533.3116	Bank/Merchant Fees	1	30,000	30,000	MERCHANT FEES
430.30.533.3131	Contract Services-Data Processing				
	SOFTWARE CONTRACT	1	35,000	35,000	SOFTWARE MAINTENANCE (ITRON /OTHER)
	SECURITY CAMERAS FOR PW YARD	1	80,000	80,000	SECURITY AT THE NEW PUBLIC WORKS LOCATION
	SOFTWARE CONTRACT	0.5	120,000	60,000	TYLER SOFTWARE
	SOFTWARE CONTRACT	0.5	17,808	<u>8,904</u>	OFFICE 365 PRO (MULTIPLE DEPTS)
				183,904	
430.30.533.3132	Contract Services-Pre-Employment	1	1,000	1,000	NEW HIRE
430.30.533.3133	Contract Services-Lighting	1	180,000	180,000	HOLIDAY VILLAGE DÉCOR:CONTRACT
430.30.533.3134	Contract Services-Armed Security Guard	1	250,000	250,000	ARMED SECURITY GUARD FOR THE NBV SATELLITE YARD (1353 79TH Ave)
430.30.533.3160	Professional Services	0.3	60,000	18,000	UKG/ADP HR & PAYROLL FEES 70%GG 30%UT
		1	39,458	39,458	UPGRADE FINANCIAL SOFTWARE GRANT WRITER/ADMIN
		0.5	60,000	<u>30,000</u>	(CONTRACTUAL) 50%GG 50%UT
				87,458	
430.30.533.3200	Accounting & Auditing	0.6	100,000	60,000	UTILITY FUND SHARE OF AUDIT FEES
430.30.533.4101	Communication Services	12	102	1,222	INTERNET-PW 1841 GS-BL 6310
430.30.533.4201	Postage	1	8,000	8,000	POSTAGE
430.30.533.4390	Animal Control	1	2,000	2,000	VARIOUS ANIMAL SAFETY AND CONTROL NEEDS



430.30.533. 4403	Building Lease	0.40	319,478	<u>127,791</u>	ANNUAL LEASE SUITE 101/300 50%GG, 40%UT & 10%BD
430.30.533. 4404	Building Lease	12	19,899	<u>238,788</u>	ANNUAL LEASE FOR PW YARD (1353 79TH AVE)
430.30.533. 4410	Vehicle Lease	12	2,667	<u>32,004</u>	LEASE VEHICLES-(4) VEHICLES & NEW F350 TRUCK
430.30.533. 4500	General Insurance				
	GENERAL LIABILITY INS.	0.35	279,871	97,955	UT 35% /GF 65% GENERAL LIABILITY
	GENERAL AUTO INS.	0.35	113,388	39,686	UT 35% /GF 65% AUTOMOBILE INSURANCE
	GENERAL PROPERTY INS.	0.35	82,332	28,816	UT 35% /GF 65% PROPERTY
	WORKER'S COMP	0.35	346,638	<u>121,323</u>	UT 35% /GF 65% W/COMP INSURANCE
				287,780	
430.30.533. 4601	Repair & Maintenance of Vehicles	1	10,000	<u>10,000</u>	PICK-UP TRUCKS REPAIRS
430.30.533. 4604	Repair & Maintenance Building				
	BUILDING MAINTENANCE	1	20,000	<u>20,000</u>	BUILDING MAINTENANCE
430.30.533. 4606	Repair & Maintenance Office Equipment				
	R&M OFFICE EQUIPMENT	1	2,000	<u>2,000</u>	R&M OFFICE MAINTENANCE
430.30.533. 4900	Miscellaneous				
	EMS25-01	1	25,000	25,000	SANDBAGS - EMS25-01 TO ENSURE OPERATIONS IN CASE OF EMERGENCY
		1	7,500	<u>7,500</u>	
				32,500	
430.30.533. 5100	Office Supplies				
	OFFICE SUPPLIES	1	3,000	<u>3,000</u>	DEPARTMENTS SHARE OF SUPPLIES
430.30.533. 5205	Gas & Oil				
	GAS & OIL	1	15,000	<u>15,000</u>	PICK-UP TRUCKS
430.30.533. 5231	Special Department Supplies				
	SPECIAL DEPT SUPPLIES	2	700	1,400	UTILITY BILLS & ENVELOPES HOLIDAY BONUS \$50x130 (40% UT) 60% GG) & EMPLOYEE REWARD & RECOGNITION
	SPECIAL DEPT SUPPLIES	0.4	11,500	4,600	
	SPECIAL DEPT SUPPLIES	1	3,000	3,000	OTHER SUPPLIES



	(2) PORTABLE LIGHT TOWERS	2	12,500	<u>24,999</u>	PORTABLE LIGHT TOWERS FOR TIES PARK
				33,999	
430.30.533.5360	Telephone				
	CELL PHONE VERIZON UT ADMIN % OF PHONE BILL	12	667	8,000	UT EMPLOYEES MONTHLY CELL PHONE EXPENSE
		1	14,000	<u>14,000</u>	ANNUAL PHONE SVCES
				22,000	
430.30.533.5400	Equipment Rental				
	GPS	12	250	<u>3,000</u>	GPS SYSTEM FOR PWKS TRUCKS-MONTHLY
430.30.533.5405	Dues, Subscriptions & Memberships				
		1	30,000	30,000	SAMPLING & TESTING PERMITTING - WATERKEEPER
		1	3,500	<u>3,500</u>	ANNUAL OPERATING LICENSE FL DEPT HEALTH/GPS OPER.DEP WT PRG 358
				33,500	
430.30.533.5500	Education & Training				
		1	4,500	<u>4,500</u>	EDU/TRAINING PWKS EMPLOYEES
430.30.533.5555	Uniforms				
		1	4,500	<u>4,500</u>	SHIRTS W/LOGO
430.30.533.6201	Building Improvements				
		1	170,000	<u>170,000</u>	NBV OPERATION OBLIGATED SITE IMPROVEMENTS TO NEW PUBLIC WORKS YARD
430.30.533.6410	Equipment				
	Project# UF25-02	1	40,000	40,000	CAUSEWAY DÉCOR
	Project# UF25-03	1	20,000	20,000	EQUIP - ALL TERRAIN VEHICLES (2)
	Project# MF25-02	0.5	8,000	4,000	SECURITY
	Project# IT25-02	1	2,500	<u>2,500</u>	COMPUTER EQUIPMENT
				66,500	
430.30.533.9000	Contingency				
		1	25,000	<u>25,000</u>	CONTINGENCY
	TOTAL			<u><u>\$ 4,833,500</u></u>	



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 of smart water meters and boxes.
- Establish a preventive maintenance program on water valves & fire hydrants.
- Establish a water valve replacement schedule.
- Maintain a quality water distribution system by conducting necessary testing.
- Increase the efficiency of water sales.

Water Department Performance Measures/Indicators	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.
Conducts water sample tests to determine the purity of drinking water	X	X	X	X
State Lead & Copper 5 yr Certification		X		
Maintain meter readings for the purpose of generating accurate monthly billing statements				
Conduct preventive maintenance program and bi-annual fire hydrant testing in coordination with Miami Dade County bi-annually	X		X	

Expenditure Category Summary

Enterprise Fund Water Department					
EXPENDITURE CATEGORY SUMMARY					
Account Description	FY 2022 Actual	FY 2023 Actual	FY 2024 Adopted Budget	FY 2024 Projected Actual	FY 2025 Adopted Budget
PERSONNEL SERVICES	\$ 82,241	\$ 86,391	\$ 88,579	\$ 91,242	\$ 101,182
MATERIAL, SUPPLIES, SERVICES	810,087	737,778	786,842	998,062	1,024,137
TOTAL OPERATING BUDGET	\$ 892,328	\$ 824,169	\$ 875,421	\$ 1,089,305	\$ 1,125,319
CAPITAL	\$ -	\$ -	\$ -	\$ -	\$ -
DEBT SERVICE	-	-	-	-	-
GRANT & AIDS	-	-	-	-	-
OTHER NON-OPERATING EXPENSE	368,733	-	-	398,326	-
TOTAL NON-OPERATING BUDGET	\$ 368,733	\$ -	\$ -	\$ 398,326	\$ -
TOTAL DEPARTMENT BUDGET	\$ 1,261,061	\$ 824,169	\$ 875,421	\$ 1,487,631	\$ 1,125,319



Departmental Budget Worksheets

Type	Description	Qty	Cost	Extended Amount	Comment
430.31.533. 1200	Regular Salaries				
	REGULAR SALARY	1	48,915	48,915	WATER UTILITY WORKER
	COLA	1	2,724	<u>2,724</u>	WATER UTILITY WORKER
				51,639	
430.31.533. 1400	Overtime				
	OVERTIME	1	10,000	<u>10,000</u>	OVERTIME
430.31.533. 1570	Clothing Allowance	1	200	<u>200</u>	CLOTHING ALLOWANCE
430.31.533. 1600	Compensation Personnel	1	-	<u>-</u>	COMPENSATED ABSENCES/CASH OUT SICK & VACATION
430.31.533. 2100	Fica				
	FICA	1	7,322	<u>7,322</u>	WATER UTILITY WORKER
430.31.533. 2200	Retirement Contribution				
	FRS CONTRIBUTION	1	-	<u>-</u>	WATER UTILITY WORKER
430.31.533. 2300	Health, Life, Dental				
	HEALTH, DENTAL & LIFE	1	11,685	<u>11,685</u>	WATER UTILITY WORKER
430.31.533. 2400	Workers Compensation				
	WORKERS COMP	1	0	<u>0</u>	WATER UTILITY WORKER
430.31.533. 5375	Water Purchases				
	WATER PURCHASES	1	966,937	<u>966,937</u>	WATER PURCHASES FROM MIAMI-DADE COUNTY
430.31.533. 4601	Repair & Maintenance Vehicles				
	R&M VEHICLES	1	2,000	<u>2,000</u>	R&M FOR VAN & WRAPPING
430.31.533. 4602	Repair & Maintenance Equipment				
	R&M EQUIPMENT	1	2,500	<u>2,500</u>	REPLACEMENT OF EQUIPMENT
430.31.533. 4609	Repair & Maintenance Water Lines				



	WATER LINE REPAIRS	1	30,000	<u>30,000</u>	EMERGENCY REPAIRS TO WATER LINES
430.31.533. 5555	Uniforms				
	UNIFORMS	1	1,500	<u>1,500</u>	CLEANING OF UNIFORMS
430.31.533. 5205	Gas & Oil				
	GAS & OIL	1	8,000	<u>8,000</u>	GAS & OIL FOR VEHICLE
430.31.533. 4410	Vehicle Lease				
	Vehicle Lease	12	600	<u>7,200</u>	VEHICLE LEASE
430.31.533. 5220	Minor Tools & Equip				
	MINOR TOOLS/EQUIPMENT	1	1,000	<u>1,000</u>	TOOLS & EQUIP
430.31.533. 5231	Special Department Supplies	1	5,000	<u>5,000</u>	WT VALVES/FITTINGS/BACTERIA SAMPLE
	TOTAL			<u><u>\$ 1,104,983</u></u>	



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.

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.

DEPARTMENT GOALS

- Ensure reserves funding for future needs of sewer utility systems.
- Establish a sewer inspection, cleaning and replacement schedule.
- Reduce infiltration and inflow of Stormwater 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.

Sewer Department Performance Measures/Indicators	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.
Complete Phase 3 of SSES repair to release moratorium on Village Hall and S. Treasure Basins	X			
Address DERM Consent Agreement BTR Non Compliance Notice				X

Expenditure Category Summary

Enterprise Fund Sewer					
EXPENDITURE CATEGORY SUMMARY					
Account Description	FY 2022 Actual	FY 2023 Actual	FY 2024 Adopted Budget	FY 2024 Projected Actual	FY 2025 Adopted Budget
PERSONNEL SERVICES	\$ 117,942	\$ 117,408	\$ 128,713	\$ 116,042	\$ 139,503
MATERIAL, SUPPLIES, SERVICES	1,313,430	1,451,191	1,251,232	1,653,450	1,548,888
TOTAL OPERATING BUDGET	\$ 1,431,372	\$ 1,568,599	\$ 1,379,945	\$ 1,769,492	\$ 1,688,391
CAPITAL	\$ -	\$ -	\$ -	\$ -	\$ 500,000
DEBT SERVICE	-	-	-	-	-
GRANT & AIDS	-	-	-	-	-
OTHER NON-OPERATING EXPENSE	249,055	-	-	263,770	25,000
TOTAL NON-OPERATING BUDGET	\$ 249,055	\$ 40,000	\$ -	\$ 263,770	\$ 525,000
TOTAL DEPARTMENT BUDGET	\$ 1,680,427	\$ 1,608,599	\$ 1,379,945	\$ 2,033,262	\$ 2,213,391



Departmental Budget Worksheets

Type	Description	Qty	Cost	Extended Amount	Comment
430.35.535.1200	Regular Salaries				
	REGULAR SALARY	1	68,836	68,836	SEWER UTILITY WORKER
	LONGEVITY	1	-	-	SEWER UTILITY WORKER
	COLA	1	3,651	<u>3,651</u>	SEWER UTILITY WORKER
				72,487	
430.35.535.1400	Overtime	1	10,000	<u>10,000</u>	TO COVER VACATION, SICK TIME
430.35.535.1570	Clothing Allowance	1	200	<u>200</u>	CLOTHING ALLOWANCE/BOOT STIPEND
430.35.535.1600	Compensation Personnel	1	6,046	<u>6,046</u>	Compensated Absences/Cash Out Sick & Vacation
430.35.535.2100	FICA				
	FICA	1	10,280	<u>10,280</u>	SEWER UTILITY WORKER
430.35.535.2200	Retirement Contribution				
	FRS CONTRIBUTION	1	1,500	<u>1,500</u>	SEWER UTILITY WORKER
430.35.535.2300	Health, Life, Dental				
	HEALTH, DENTAL,LIFE	1	959	<u>959</u>	SEWER UTILITY WORKER
430.35.535.2400	Workers Compensation				
	WORKERS COMP	1	0	<u>0</u>	SEWER UTILITY WORKER
430.35.535.3110	Engineering & Planning	1	40,000	<u>40,000</u>	SSES CYCLE 4 REPORT & SMOKE TEST
430.35.535.4315	Electric, Gas & Water	1	60,000	<u>60,000</u>	UTILITIES FOR VILLAGE OWNED FACILITIES
430.35.535.4410	Vehicle Lease	12	708	<u>8,500</u>	(1) PICK-UP TRUCK LEASE PAYMENT
430.35.535.4601	Repair & Maintenance Vehicles	1	7,500	<u>7,500</u>	R&M VEHICLES
430.35.535.4602	Repair & Maintenance Equipment	1	7,500	<u>7,500</u>	MAINTAIN ELEC PANELS & PUMP EQUIP



430.35.535. 4607	Repair & Maintenance Lift Stations	1	20,000	<u>20,000</u>	R&M LIFT STATION
430.35.535. 4608	Repair & Maintenance Sewer Lines	1	15,000	<u>15,000</u>	EMERGENCY REPAIR TO SEWER LINES
430.35.535. 5202	Chemicals	1	500	<u>500</u>	ODOR REDUCTION, LINE CLEANING
430.35.535. 5205	Gas & Oil	1	10,000	<u>10,000</u>	SEWER TRUCKS GAS & OIL
430.35.535. 5220	Minor Tools & Equipment	1	500	<u>500</u>	MINOR TOOLS & EQUIPMENT
430.35.535. 5231	Special Department Supplies	1	500	<u>500</u>	SPECIAL SUPPLIES
430.35.535. 5324	Temporary Personnel	1	1,000	<u>1,000</u>	TO COVER FOR VAC, SICKNESS ETC.
430.35.535. 5390	Sewage Disposal	1	1,376,388	<u>1,376,388</u>	COST TO DISPOSE SEWAGE INCREASE
430.35.535. 5555	Uniforms	1	1,500	<u>1,500</u>	UNIF CLEANING SUMMER SHIRTS
430.35.535. 6300	Improvements Other than Bldg.				
Proj#	SI25-01	1	500,000	<u>500,000</u>	Inflow & Infiltration Repairs - Phase 3
430.35.535. 9000	Contingency	1	25,000	<u>25,000</u>	FUNDS FOR UNUSUAL OR UNEXPECTED NEEDS
TOTAL				<u><u>\$2,175,360</u></u>	



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 replacements 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.

Sanitation Department Performance Measures/Indicators	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.
Purchase 2 new sanitation trucks			X	
Auction 1 old sanitation truck				X
Purchase & Replace 30 Solid Waste Dumpsters		X		

Expenditure Category Summary

Enterprise Fund Sanitation					
EXPENDITURE CATEGORY SUMMARY					
Account Description	FY 2022 Actual	FY 2023 Actual	FY 2024 Adopted Budget	FY 2024 Projected Actual	FY 2025 Adopted Budget
PERSONNEL SERVICES	\$ 356,573	\$ 335,123	\$ 369,248	\$ 339,038	\$ 408,748
MATERIAL, SUPPLIES, SERVICES	769,655	961,878	971,387	1,035,652	1,159,205
TOTAL OPERATING BUDGET	\$ 1,126,228	\$ 1,297,001	\$ 1,340,635	\$ 1,374,690	\$ 1,567,953
CAPITAL	\$ -	\$ -	\$ 10,000	\$ 9,960	\$ 30,000
DEBT SERVICE	-	-	-	-	-
GRANT & AIDS	-	-	-	-	-
OTHER NON-OPERATING EXPENSE	-	-	-	-	25,000
TOTAL NON-OPERATING BUDGET	\$ -	\$ -	\$ 10,000	\$ 9,960	\$ 55,000
TOTAL DEPARTMENT BUDGET	\$ 1,126,228	\$ 1,297,001	\$ 1,350,635	\$ 1,384,650	\$ 1,622,953



Departmental Budget Worksheets					
Type	Description	Qty	Cost	Extended Amount	Comment

430.37.534. 1200	Regular Salaries				
	REGULAR SALARY	1	46,840	46,840	SANITATION TRUCK DRIVER
	REGULAR SALARY	1	56,632	56,632	SANITATION TRUCK DRIVER
	REGULAR SALARY	1	40,249	40,249	SANITATION UTILITY WORKER
	REGULAR SALARY	1	40,270	40,270	SANITATION UTILITY WORKER
	LONGEVITY	1	-	-	SANITATION TRUCK DRIVER
	LONGEVITY	1	-	-	SANITATION UTILITY WORKER
	COLA	1	2,723	2,723	SANITATION TRUCK DRIVER
	COLA	1	3,003	3,003	SANITATION TRUCK DRIVER
	COLA	1	2,032	2,032	SANITATION UTILITY WORKER
	COLA	1	2,353	2,353	SANITATION UTILITY WORKER
				194,103	
430.37.534. 1600	Compensation Personnel	1	-	-	COMPENSATED ABSENCES/CASH OUT SICK & VACATION
430.37.534. 1400	Overtime	1	30,000	30,000	OVERTIME
430.37.534. 1570	Clothing Allowance	4	200	800	SAFETY SHOES FOR 4 EMPL \$200 EACH
430.37.534. 2100	Fica				
	FICA	1	2,295	2,295	OVERTIME FICA
	FICA	1	7,796	7,796	SANITATION TRUCK DRIVER
	FICA	1	8,495	8,495	SANITATION TRUCK DRIVER
	FICA	1	5,608	5,608	SANITATION UTILITY WORKER
	FICA	1	5,611	5,611	SANITATION UTILITY WORKER
				29,805	
430.37.534. 2200	Retirement Contributions				
	FRS CONTRIBUTION	1	4,085	4,085	OVERTIME RETIREMENT
	FRS CONTRIBUTION	1	-	-	SANITATION TRUCK DRIVER
	FRS CONTRIBUTION	1	1,500	1,500	SANITATION TRUCK DRIVER
	FRS CONTRIBUTION	1	-	-	SANITATION UTILITY WORKER
	FRS CONTRIBUTION	1	-	-	SANITATION UTILITY WORKER
				5,585	



430.37.534. 2300	Health, Life, Dental				
	HEALTH, LIFE	1	355	355	SANITATION TRUCK DRIVER
	HEALTH, LIFE	1	569	569	SANITATION TRUCK DRIVER
	HEALTH, LIFE	1	355	355	SANITATION UTILITY WORKER
	HEALTH, LIFE	1	355	<u>355</u>	SANITATION UTILITY WORKER
				1,635	

Type	Description	Qty	Cost	Extended Amount	Comment
430.37.534. 2400	Workers Compensation				
	WORKER COMP	1	0	0	SANITATION TRUCK DRIVER
	WORKER COMP	1	0	0	SANITATION TRUCK DRIVER
	WORKER COMP	1	0	0	SANITATION UTILITY WORKER
	WORKER COMP	1	0	<u>0</u>	SANITATION UTILITY WORKER
				0	
430.37.534. 5316	Professional Services	-	-	-	
430.37.534. 5324	Temporary Personnel	1	150,000	<u>150,000</u>	TEMPORARY PERSONNEL
430.37.534. 5380	Solid Waste Disposal				
	SOLID WASTE DISPOSAL	1	520,094	<u>520,094</u>	DISPOSAL FEES
				520,094	
430.37.534. 4304	Recycling Services				
	SINGLE FAMILY HOMES	12	2,327	27,924	RECYCLING SINGLE FAMILY HOMES
	COMM'L/MULTI-FAMILY	12	10,384	<u>124,608</u>	RECYCLING COMM'L/MULTI-FAM
				152,532	
430.37.534. 4601	Repair & Maintenance Vehicles				
	R&M VEHICLES	1	150,000	<u>150,000</u>	R&M SANITATION & TRASH TRUCKS
430.37.534. 4602	Repair & Maintenance Equipment				
	R&M EQUIPMENT	1	40,000	<u>40,000</u>	DUMPSTER REPAIRS
430.37.534. 5555	Uniforms				
	UNIFORMS	1	4,000	<u>4,000</u>	CLEANING OF UNIFORMS FOR 4 EMPLOYEES
				4,000	
430.37.534. 5205	Gas & Oil	1	60,000	<u>60,000</u>	DIESEL FOR SANIT & TRASH TRUCKS



430.37.534. 5202	Chemicals	1	1,500	<u>1,500</u>	CLEAN TRUCKS/DUMPSTERS
430.37.534. 5231	Special Department Supplies	1	1,000	<u>1,000</u>	SAFETY VESTS, GLOVES & EQUIPM
430.37.534. 9000	Contingency	1	25,000	<u>25,000</u>	CONTINGENCY

Type	Description	Qty	Cost	Extended Amount	Comment
430.37.534. 5500	Education & Training	1	1,000	<u>1,000</u>	TRAINING / CDL SAFETY CLASSES
430.37.534. 6430	Machinery & Equipment				
Project#	UF25-04	1	30,000	<u>30,000</u>	DUMPSTERS
				30,000	
430.37.534. 4410	Vehicle Lease VEHICLE LEASE	12	6,590	<u>79,079</u>	LEASE (2)GARBAGE TRUCKS (6 MONTHS @ \$6,589.95 X 2 NEW TRUCKS)
				79,079	
TOTAL				<u><u>\$1,476,133</u></u>	



ENTERPRISE FUND - STORMWATER

DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

The Stormwater Division was established in response to the Federal EPA Mandate to reduce Stormwater 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 Stormwater runoff into a natural body of water.

DEPARTMENT GOALS

- Maintain environmental and operational permits
- Maintain and upgrade landscaping village wide
- Upgrade stormwater infrastructure
- Meet water quality standards
- Maintain pedestrian system

Stormwater Fund Performance Measures/Indicators	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.
Complete Phase II Installation of Basket Filters		X		
Initiate Design of stormwater improvements projects		X	X	X
Complete Design of North Bay Island stormwater pump station improvements			X	

Expenditure Category Summary

Enterprise Fund Stormwater					
EXPENDITURE CATEGORY SUMMARY					
Account Description	FY 2022 Actual	FY 2023 Actual	FY 2024 Adopted Budget	FY 2024 Projected Actual	FY 2025 Adopted Budget
PERSONNEL SERVICES	\$ 62,803	\$ 67,683	\$ 72,022	\$ 104,155	\$ 259,228
MATERIAL, SUPPLIES, SERVICES	525,625	76,603	110,480	30,315	141,766
TOTAL OPERATING BUDGET	\$ 588,428	\$ 144,286	\$ 182,503	\$ 134,471	\$ 400,994
CAPITAL	\$ 4,590	\$ 322,433	\$ -	\$ 193,099	\$ 382,800
DEBT SERVICE	-	-	-	-	-
GRANT & AIDS	-	-	-	-	-
OTHER NON-OPERATING EXPENSE	-	-	-	-	-
TOTAL NON-OPERATING BUDGET	\$ 4,590	\$ 322,433	\$ -	\$ 193,099	\$ 382,800
TOTAL DEPARTMENT BUDGET	\$ 593,018	\$ 466,720	\$ 182,503	\$ 327,570	\$ 783,794



Departmental Budget Worksheets

Type	Description	Qty	Cost	Extended Amount	Comment
440.36.538					
.1200	Regular Salaries				
	REGULAR WAGES	1	40,249	40,249	MAINTENANCE WORKER
	COLA	1	2,241	2,241	MAINTENANCE WORKER
	LONGEVITY	1	-	-	MAINTENANCE WORKER
	REGULAR WAGES	2	60,000	<u>120,000</u>	MAINTENANCE WORKER (NEW POSITIONS)
				162,490	
430.36.538					
.1570	Clothing Allowance	1	200	<u>200</u>	SAFETY SHOES
430.37.534					
.1600	Compensation Personnel	1	0	<u>-</u>	COMPENSATED ABSENCES/CASH OUT SICK & VACATION
440.36.538					
.2100	Fica				
	FICA	1	6,191	6,191	MAINTENANCE WORKER
	FICA	2	6,191	<u>12,382</u>	MAINTENANCE WORKER (NEW POSITIONS)
				18,573	
440.36.538					
.2200	Retirement Contributions				
	FRS CONTRIBUTION	1	300	300	MAINTENANCE WORKER
	FRS CONTRIBUTION	2	300	<u>600</u>	MAINTENANCE WORKER (NEW POSITIONS)
				900	
440.36.538					
.2300	Health, Life, Dental				
	HEALTH, LIFE, DENTAL	1	355	355	MAINTENANCE WORKER
	HEALTH, LIFE, DENTAL	1	355	355	MAINTENANCE WORKER (NEW HIRE)
	HEALTH, LIFE, DENTAL	1	355	<u>355</u>	MAINTENANCE WORKER (NEW HIRE)
				1,066	
440.36.538					
.2400	Workers Compensation				
	WORKER COMP	1	0	0	MAINTENANCE WORKER
	WORKER COMP	1	0	0	MAINTENANCE WORKER (NEW HIRE)
	WORKER COMP	1	0	<u>0</u>	MAINTENANCE WORKER (NEW HIRE)
				0	
440.36.538					
.3134	Contract Services - Storm Water	1	10,000	<u>10,000</u>	NPDES INTERLOCAL AGREEMENT \$10,000



440.36.538 .3160	Professional Services	1	25,000	<u>25,000</u>	COMMUNITY RATING SYSTEM-PHASE II
440.36.538 .4410	Vehicle Lease HYDRO VAC TRUCK CAPITAL LEASE	12	6,900	<u>82,800</u>	HYDRO VAC TRUCK LEASE (ESTIMATED) (5 YEAR LEASE)
440.36.538 .4602	Repair & Maintenance Equipment	1	5,000	<u>5,000</u>	R&M STORMWATER EQUIP
440.36.538 .4605	Repair & Maintenance of Grounds	1	50,000	<u>50,000</u>	CONTRACT SERVICES STREET SWEEPING
440.36.538 .4609	Repair & Maintenance of Storm Drain Lines	1	25,000	<u>25,000</u>	R&M DRAIN LINES
440.36.538 .4315	Electric, Gas & Water	1	1,000	<u>1,000</u>	ELECTRIC SEWER PUMP STATION
440.36.538 .5260	Cost Allocation	1	21,622	<u>21,622</u>	COST ALLOCATION TO STREET MAINTENANCE
440.36.538 .5500	Education & Training	1	4,144	<u>4,144</u>	ASI (AMERICAN SW INST) SW INSP. ONLINE CERT FOR 5 EMPLOYEES
440.36.538 .6430	Machinery & Equipment				
Project #	SW25-01	1	300,000	<u>300,000</u>	PORTABLE PUMPS, HOSES, FITTINGS & TRAILER - TI & HI
	TOTAL			<u><u>\$ 707,796</u></u>	



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 and valve replacement program.
- Maintain a quality water distribution system.

Water Improvements Trust Fund Performance Measures/Indicators	1 st Qtr.	2 nd Qtr.	3 rd Qtr.	4 th Qtr.
Maintain the Village's Water Meter and Valve Replacement Program in conjunction with the SSI testing.	X	X	X	X
Maintain the Village's Lateral Replacement Program.	X	X	X	X

Expenditure Category Summary

Water Improvements Trust					
EXPENDITURE CATEGORY SUMMARY					
Account Description	FY 2022 Actual	FY 2023 Actual	FY 2024 Adopted Budget	FY 2024 Projected Actual	FY 2025 Adopted Budget
PERSONNEL SERVICES	\$ -	\$ -	\$ -	\$ -	\$ -
MATERIAL, SUPPLIES, SERVICES	310,120	-	-	-	-
TOTAL OPERATING BUDGET	\$ 310,120	\$ -	\$ -	\$ -	\$ -
CAPITAL	\$ -	\$ -	\$ -	\$ -	\$ -
DEBT SERVICE	86,156	398,326	398,326	398,326	398,326
GRANT & AIDS	-	-	-	-	-
OTHER NON-OPERATING EXPENSE	-	-	-	-	-
TOTAL NON-OPERATING BUDGET	\$ 86,156	\$ 398,326	\$ 398,326	\$ 398,326	\$ 398,326
TOTAL DEPARTMENT BUDGET	\$ 396,276	\$ 398,326	\$ 398,326	\$ 398,326	\$ 398,326



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

- Improvements to wastewater pump station.

Sewer Improvement Trust Fund Performance Measures/Indicators	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.
Complete improvements to wastewater pump station	X			

Expenditure Category Summary

Sewer Improvements Trust					
EXPENDITURE CATEGORY SUMMARY					
Account Description	FY 2022 Actual	FY 2023 Actual	FY 2024 Adopted Budget	FY 2024 Projected Actual	FY 2025 Adopted Budget
PERSONNEL SERVICES	\$ -	\$ -	\$ -	\$ -	\$ -
MATERIAL, SUPPLIES, SERVICES	387,726	-	-	-	-
TOTAL OPERATING BUDGET	\$ 387,726	\$ -	\$ -	\$ -	\$ -
CAPITAL	\$ -	\$ 6,478,279	\$ -	\$ 4,559,566	\$ -
DEBT SERVICE	25,266	249,145	249,105	249,105	249,147
GRANT & AIDS	-	-	-	-	-
OTHER NON-OPERATING EXPENSE	-	-	-	-	-
TOTAL NON-OPERATING BUDGET	\$ 25,266	\$ 6,727,424	\$ 249,105	\$ 4,808,671	\$ 249,147
TOTAL DEPARTMENT BUDGET	\$ 412,991	\$ 6,727,424	\$ 249,105	\$ 4,808,671	\$ 249,147



DEBT SERVICE FUND

DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

This fund accounts for the Villages General Obligation Debt Notes/Bonds and other Notes such as the Roadway Improvement Bond Debt Service.

DESCRIPTION OF SERVICES AND 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.
- Issue GOB for the Stormwater \$60,000,000 Referendum approved in Nov. 2022.

Expenditure Category Summary

Debt Service Fund					
EXPENDITURE CATEGORY SUMMARY					
Account Description	FY 2022 Actual	FY 2023 Actual	FY 2024 Adopted Budget	FY 2024 Projected Actual	FY 2025 Adopted Budget
PERSONNEL SERVICES	\$ -	\$ -	\$ -		
MATERIAL, SUPPLIES, SERVICES	-	-	-		
TOTAL OPERATING BUDGET	\$ -	\$ -	\$ -		
CAPITAL	\$ -				
DEBT SERVICE	-	1,144,734	1,946,595		
GRANT & AIDS	-				
OTHER NON-OPERATING EXPENSES	-				
TOTAL NON-OPERATING BUDGET	\$ -	\$ 1,144,734	\$ 1,946,595		
TOTAL DEPARTMENT BUDGET	\$ -	\$ 1,144,734	\$ 1,946,595		

Detail of Revenues & Expenditures

Detail of Revenues & Expenditures - Debt Service Fund					
ACCOUNT DESCRIPTION	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ADOPTED BUDGET	FY 2024 PROJECTED ACTUAL	FY 2025 ADOPTED BUDGET
G/O Bond Ad Valorem Debt Service Tax	651,563	1,033,678	1,688,113	1,716,462	1,797,342
Loan Debt Proceeds	0	0	0	0	0
Rent Proceeds-Sakura Lot	0	0	0	0	0
Transfer in from General Fund	0	0	0	0	0
Transfer in from Transportation Fund	0	111,056	108,736	109,896	0
Fund Balance	27,967	0	149,746	149,746	0
TOTAL FUND REVENUE	679,530	1,144,734	1,946,595	1,976,104	1,797,342
OPERATING BUDGET	0	0	0	0	0
DEBT SERVICE	0	1,144,734	1,946,595	1,656,240	1,797,342
Fund Balance/Reserves/Net Assets	679,530	0	0	319,864	0
TOTAL DEPARTMENT BUDGET	679,530	1,144,734	1,946,595	1,976,104	1,797,342



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 AND ACTIVITIES

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

DEPARTMENT GOALS

- Develop a Capital Improvements Program (CIP).
- Update and coordinate implementation of Capital Projects 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.

Capital Projects Performance Measures/Indicators	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.
Complete Phase 1 Stormwater Design on all Islands				X
Resurfacing of Treasure Island		X		
Establish Capital Project Dashboard for Resident Access	X			
Complete construction of Kayak Launch			X	
Updates/modifies City code provisions, engineering standard details, standard specifications				X
Ensure design, construction and inspection work is performed on schedule and in accordance with federal, state and local regulations and specifications				X



CAPITAL PROJECT FUND – ROADWAY IMPROVEMENTS

Expenditure Category Summary

Capital Project Roadway Improvements					
EXPENDITURE CATEGORY SUMMARY					
Account Description	FY 2022 Actual	FY 2023 Actual	FY 2024 Adopted Budget	FY 2024 Projected Actual	FY 2025 Adopted Budget
PERSONNEL SERVICES					
MATERIAL, SUPPLIES, SERVICES					
TOTAL OPERATING BUDGET					
CAPITAL	\$ 396,609	\$ 215,316	\$ 1,292,119		
DEBT SERVICE					
GRANT & AIDS					
OTHER NON-OPERATING EXPENSES					
TOTAL NON-OPERATING BUDGET	\$ 396,609	\$ 215,316	\$ 1,292,119		
TOTAL DEPARTMENT BUDGET	\$ 396,609	\$ 215,316	\$ 1,292,119		

Detail of Revenues & Expenditures

Detail of Revenues & Expenditures - Capital Projects Roadway					
ACCOUNT DESCRIPTION	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ADOPTED BUDGET	FY 2024 PROJECTED ACTUAL	FY 2025 ADOPTED BUDGET
Transfer from CITT	392,065	23,615	0		
Interest Earnings	566	10,138	10,000	10,000	10,000
Appropriation of Fund Balance	0	150,000	1,282,119	1,282,119	1,782,650
Fund Balance	1,467,660	1,313,682	0		0
TOTAL FUND REVENUE	1,860,291	1,497,435	1,292,119	1,292,119	1,792,650
TOTAL OPERATING BUDGET	0	0	0	0	0
TOTAL DEBT SERVICE	0	0	0	0	0
CAPITAL	396,609	215,316	1,292,119	981,939	1,792,650
Fund Balance/Reserves/Net Assets	1,463,682	1,282,119	0	0	0
TOTAL FUND EXPENDITURES	1,860,291	1,497,435	1,292,119	981,939	1,792,650



Departmental Budget Worksheets					
---------------------------------------	--	--	--	--	--

Type	Description	Qty	Cost	Extended Amount	Comment
Capital Project Fund 315					
Revenue					
315.00.361.36					
11	Interest Earnings	1	10,000	10,000	INTEREST EARNINGS
315.00.389.38	Appropriation of Fund				APPROPRIATION OF FUND
90	Balance	1	1,540,000	<u>1,540,000</u>	BALANCE
				1,550,000	
Expenditure					
315.18.541.63					
08	Roads & Streets Improvements				
	RCP22-00	1	1,550,000	1,550,000	T.I. ROADWAY IMPR. PROJECT-DESIGN
				1,550,000	
	TOTAL			<u><u>\$ 1,550,000</u></u>	



CAPITAL PROJECTS FUND

Expenditure Category Summary

Capital Projects					
EXPENDITURE CATEGORY SUMMARY					
Account Description	FY 2022 Actual	FY 2023 Actual	FY 2024 Adopted Budget	FY 2024 Projected Actual	FY 2025 Adopted Budget
PERSONNEL SERVICES					
MATERIAL, SUPPLIES, SERVICES					
TOTAL OPERATING BUDGET					
CAPITAL	\$ 236,036	\$ 1,981,436	\$ 4,998,520		
DEBT SERVICE					
GRANT & AIDS					
OTHER NON-OPERATING EXPENSES	34,800				
TOTAL NON-OPERATING BUDGET	\$ 270,836	\$ 1,981,436	\$ 4,998,520		
TOTAL DEPARTMENT BUDGET	\$ 270,836	\$ 1,981,436	\$ 4,998,520		



Departmental Budget Worksheets

Type	Description	Qty	Cost	Extended Amount	Comment
Capital Project Fund 320					
320.61.630. 6201	PARK IMPROVEMENTS				
<i>Project #</i>	CP25-02	1	6,500	6,500	NBV BOTANICAL GARDEN
<i>Project #</i>	CP24-06	1	25,000	25,000	VOGEL PARK ELECTRICAL SYSTEM & LIGHTING IMPROV
<i>Project #</i>	CP24-09	1	80,000	80,000	MARINE FACILITY AT VOGEL PARK CONSTRUCTION-CEI
<i>Project #</i>	CP24-05	1	612,500	<u>612,500</u>	MARINE FACILITY AT VOGEL PARK CONSTRUCTION
				724,000	
320.61.630. 6203	ISLAND WALK NORTH PLAZA				
<i>Project#</i>	CP24-03	1	714,000	<u>714,000</u>	ISLAND WALK PROJECT (NORTH & BRIDGE CONNECTOR DESIGN)
<i>Project#</i>	CP24-04	1	3,000,000	<u>3,000,000</u>	ISLAND WALK-CONNECTOR- CONSTRUCTION
320.61.630. 6204	PARK IMPROVEMENTS				
<i>Project#</i>	CP24-01	1	\$ -	\$ -	SCHONBERGER PARK IMPROVEMENTS
<i>Project#</i>	CP22-10	1	3,500,000	<u>3,500,000</u>	CIVIC PARK DESIGN
				3,500,000	
320.61.630. 6206	BUILDING				
<i>Project#</i>	CP23-01	1	63,000	63,000	CSWY LANE RE-PURPOSING SHORT-TERM DESIGN
<i>Project#</i>	CP24-01	1	414,020	<u>414,020</u>	CSWY LANE RE-PURPOSING SHORT-TERM CONSTRUCTION
				477,020	
	TOTAL			<u><u>\$8,415,020</u></u>	



CAPITAL PROJECT FUND - GOB

Expenditure Category Summary

Capital Projects GOB					
EXPENDITURE CATEGORY SUMMARY					
Account Description	FY 2022 Actual	FY 2023 Actual	FY 2024 Adopted Budget	FY 2024 Projected Actual	FY 2025 Adopted Budget
PERSONNEL SERVICES					
MATERIAL, SUPPLIES, SERVICES					
TOTAL OPERATING BUDGET					
CAPITAL	\$ 87,429	\$ 470,000	\$ 26,336,000		
DEBT SERVICE		18,000			
GRANT & AIDS					
OTHER NON-OPERATING EXPENSES					
TOTAL NON-OPERATING BUDGET	\$ 87,429	\$ 488,000	\$ 26,336,000		
TOTAL DEPARTMENT BUDGET	\$ 87,429	\$ 488,000	\$ 26,336,000		

Detail of Revenues & Expenditures

Detail of Revenues & Expenditures - Capital Projects GOB					
ACCOUNT DESCRIPTION	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ADOPTED BUDGET	FY 2024 PROJECTED ACTUAL	FY 2025 ADOPTED BUDGET
Contributions & Donations	0	0	0	0	0
Sunbeam Community Contribution Fees (Trf from Gral Fund)	0	0	8,121,250	0	1,893,750
Shuckers-Parks Impact Fees	0	0	974,000	0	9,507,250
Interest Earnings	0	0	10,000	167,152	10,000
Appropriation of Fund Balance	0	0	0	0	0
Transfer in from General Fund	0	0	2,878,750	2,878,750	0
Miami-Dade Fire Station	0	0	7,550,000	0	7,425,000
GOB Revenue	0	7,500,000	0	0	7,500,000
Fund Balance	52,512	-34,917	6,977,083	0	0
TOTAL FUND REVENUE	\$ 52,512	\$ 7,465,083	\$ 26,511,083	\$ 3,045,902	\$ 26,336,000
OPERATING BUDGET	0	0	0	0	0
DEBT SERVICE	0	18,000	0	0	0
CAPITAL	87,429	470,000	26,336,000	1,402,320	26,336,000
OTHER NON-OPERATING EXPENSES	0	0	0	0	0
TOTAL NON-OPERATING BUDGET	87,429	488,000	26,336,000	1,402,320	26,336,000
Fund Balance/Reserves/Net Assets	980,296	-695,496	34,800	1,643,581	
TOTAL EXPENDITURES	\$ 87,429	\$ 488,000	\$ 26,336,000	\$ 3,045,902	\$ 26,336,000



Departmental Budget Worksheets

Type	Description	Qty	Cost	Extended Amount	Comment
CAPITAL PROJECT FUND - GOB #325					
325.60.630.62 01	VILLAGE HALL & PUBLIC SAFETY FACILITY				
Project#	CP23-08	1	26,336,00	<u>26,336,000</u> \$ 26,336,000	CONSTRUCTION PLAN OF THIS CAPITAL EXPENDITURE THAT WILL ALLOW THE DESIGN AND CONSTRUCTION OF A VILLAGE HALL AND PUBLIC SAFETY FACILITY (INCLUDING FIRE COMPLEX & POLICE STATION).
	TOTAL			<u>\$ 26,336,000</u>	



CAPITAL PROJECT FUND - PARKS

Expenditure Category Summary

Capital Projects Parks					
EXPENDITURE CATEGORY SUMMARY					
Account Description	FY 2022 Actual	FY 2023 Actual	FY 2024 Adopted Budget	FY 2024 Projected Actual	FY 2025 Adopted Budget
PERSONNEL SERVICES					
MATERIAL, SUPPLIES, SERVICES					
TOTAL OPERATING BUDGET					
CAPITAL	\$ 9,994	\$ 649,468	\$ 2,868,985		
DEBT SERVICE	59,000				
GRANT & AIDS					
OTHER NON-OPERATING EXPENSES					
TOTAL NON-OPERATING BUDGET	\$ 68,994	\$ 649,468	\$ 2,868,985		
TOTAL DEPARTMENT BUDGET	\$ 68,994	\$ 649,468	\$ 2,868,985		

Departmental Budget Worksheets					
Type	Description	Qty	Cost	Extended Amount	Comment

CAPITAL PROJECT FUND - PARKS #326

326.61.572.6200 PARK IMPROVEMENTS

Project#	CP22-02	1	29,439	29,439	TIES COMMUNITY PARK DESIGN
Project#	CP24-06	1	2,703,546	2,703,546	TIES COMMUNITY PARK CONSTRUCTION PHASE I
				2,732,985	

326.61.630.6203 ISLAND WALK NORTH PLAZA
Project# CP24-03

		1	136,000	136,000	ISLAND WALK PROJECT (NORTH & BRIDGE CONNECTOR DESIGN)
--	--	---	---------	---------	--

TOTAL **\$ 2,868,985**



CAPITAL PROJECT FUND – STORMWATER

Expenditure Category Summary

Capital Projects Stormwater					
EXPENDITURE CATEGORY SUMMARY					
Account Description	FY 2022 Actual	FY 2023 Actual	FY 2024 Adopted Budget	FY 2024 Projected Actual	FY 2025 Adopted Budget
PERSONNEL SERVICES					
MATERIAL, SUPPLIES, SERVICES					
TOTAL OPERATING BUDGET					
CAPITAL				\$ 2,820,146	
DEBT SERVICE					
GRANT & AIDS					
OTHER NON-OPERATING EXPENSES					
TOTAL NON-OPERATING BUDGET				\$ 2,820,146	
TOTAL DEPARTMENT BUDGET				\$ 2,820,146	

Departmental Budget Worksheets

Type	Description	Qty	Cost	Extended Amount	Comment
CAPITAL PROJECTS FUND - STORMWATER #340					
	Stormwater Improvements				
340.36.538.6307					
Project#	SW24-01	1	\$ 3,224,878	\$ 3,224,878	HARBOR ISLAND PROJECT (PHASE) PACKAGE NO.1 #SW24-01 (PS & OUTFALL)
Project #	SW24-01	1	315,000	315,000	HARBOR ISLAND - PROJECT PACKAGE NO. 3 #SW24-01 WEST DRIVE UPSTREAM OF THE HI ORIJECT NO. 1
Project#	SW24-02	1	5,700,000	5,700,000	NORTH BAY ISLAND - PROJECT PACKAGE NO. 1 #SW24-02 ALONG BEACH VIEW DRIVE IN THE SE CORNER OF NBI
Project#	SW24-02	1	50,000	50,000	NORTH BAY ISLAND PROJECT PACKAGE NO. 2 #SW24-02 ALONG 79TH PARKWAY ON THE NW CORNER OF NBI
Project#	SW24-04	1	50,000	50,000	TREASURE ISLAND PROJECT PACKAGE NO.1 #SW24-04 WEST TREASURE ROAD AND THE WEST BORDEROF TI
Project#	SW24-05	1	50,000	50,000	TREASURE ISLAND - PROJECT PACKAGE NO. 2 #SW24-05 S. TREASURE ROAD BETWEEN BOUNTY AVE & MUTINY AVE IN TI



Project#	SW24-06	1	50,000	50,000	TREASURE ISLAND - PROJECT PACKAGE NO. 3 #SW24-06 S TREASURE DR BETWEEN JEWEL AVE & E TREASURE ROAD IN TI
Project #	SW25-05	1	50,000	<u>50,000</u>	TREASURE ISLAND - PROJECT PACKAGE NO. 6 #SW25-05 E. TREASURE DR UPSTREAM OF THE TREASURE ISLAND PROJECT NO. 3
				9,489,878	
	TOTAL			<u><u>\$ 9,489,878</u></u>	

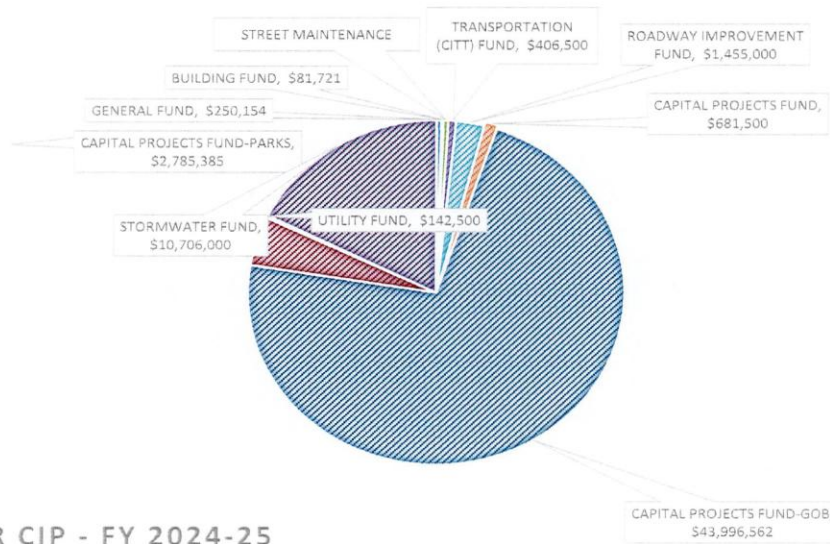


CAPITAL IMPROVEMENTS SUMMARY

PROPOSED FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM

NORTH BAY VILLAGE, FLORIDA PROPOSED FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM FY 2024-25 THROUGH FY 2028-29

	Cost of Five-Year Program	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29
GENERAL FUND	\$ 1,006,534	\$ 250,154	\$ 186,845	\$ 191,845	\$ 190,845	\$ 186,845
BUILDING FUND	\$ 433,442	\$ 81,721	\$ 81,721	\$ 90,000	\$ 90,000	\$ 90,000
STREET MAINTENANCE FUND	\$ 1,035,000	\$ 270,000	\$ 335,000	\$ 145,000	\$ 135,000	\$ 150,000
TRANSPORTATION (CITT) FUND	\$ 806,500	\$ 406,500	\$ 400,000	\$ -	\$ -	\$ -
ROADWAY IMPROVEMENT FUND	\$ 1,455,000	\$ 1,455,000	\$ -	\$ -	\$ -	\$ -
CAPITAL PROJECTS FUND	\$ 3,606,500	\$ 681,500	\$ 2,925,000	\$ -	\$ -	\$ -
CAPITAL PROJECTS FUND-GOB	\$ 43,996,562	\$ 43,996,562	\$ -	\$ -	\$ -	\$ -
CAPITAL PROJECTS FUND-PARKS	\$ 2,785,385	\$ 2,785,385	\$ -	\$ -	\$ -	\$ -
UTILITY FUND	\$ 236,500	\$ 142,500	\$ 22,500	\$ 22,500	\$ 26,500	\$ 22,500
STORMWATER FUND	\$ 69,568,842	\$ 10,706,000	\$ 20,575,443	\$ 30,507,018	\$ 7,569,138	\$ 211,243
TOTAL VILLAGE FUNDS	\$ 125,430,265	\$ 61,275,322	\$ 24,526,509	\$ 30,956,363	\$ 8,011,483	\$ 660,588





FIVE YEAR CAPITAL IMPROVEMENT PROGRAM

NORTH BAY VILLAGE, FLORIDA PROPOSED FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM FY 2024-25 THROUGH FY 2028-29

GENERAL FUND			Cost of Five-Year Program	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29
PROJECT	DESCRIPTION	CIE						
INFORMATION TECHNOLOGY SERVICES								
IT27-01	CCTV Equipment	R	\$ 10,000	\$ 5,000	\$ -	\$ 5,000	\$ -	\$ -
IT27-02	Security Equipment	R	4,000	-	-	-	4,000	-
IT27-03	Computer Equipment	R	70,809	60,809	2,500	2,500	2,500	2,500
INFORMATION TECHNOLOGY SERVICES TOTAL			\$ 84,809	\$ 65,809	\$ 2,500	\$ 7,500	\$ 6,500	\$ 2,500
POLICE & CODE COMPLIANCE								
PD27-01	(35) Tasers & (35) Body Worn Cameras - AXON Lease	CL	\$ 921,725	\$ 184,345	\$ 184,345	\$ 184,345	\$ 184,345	\$ 184,345
POLICE & CODE COMPLIANCE TOTAL			\$ 921,725	\$ 184,345	\$ 184,345	\$ 184,345	\$ 184,345	\$ 184,345
TOTAL GENERAL FUND			\$ 1,006,534	\$ 250,154	\$ 186,845	\$ 191,845	\$ 190,845	\$ 186,845

CIE: Capital Improvement Element
 CL: Capital Lease
 D: Deficiency
 G: Growth
 R: Replacement



**NORTH BAY VILLAGE, FLORIDA
PROPOSED FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
FY 2024-25 THROUGH FY 2028-29**

BUILDING FUND			Cost of				
PROJECT DESCRIPTION	CIE	Five-Year Program	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29
TECHNOLOGY IMPROVEMENTS							
BF25-01 ELP TYLER SOFTWARE	R	\$ 433,442	\$ 81,721	\$ 81,721	\$ 90,000	\$ 90,000	\$ 90,000
TECHNOLOGY IMPROVEMENT TOTAL		\$ 433,442	\$ 81,721	\$ 81,721	\$ 90,000	\$ 90,000	\$ 90,000
TOTAL BUILDING FUND		\$ 433,442	\$ 81,721	\$ 81,721	\$ 90,000	\$ 90,000	\$ 90,000
PROJECTED FUNDING							
Cash Carried Forward			816,522	732,546	595,805	427,530	231,980
Building Permits			536,000	589,600	648,560	713,416	784,758
Other Revenue			43,759	44,197	44,639	45,085	45,536
Transfer from Technology Fees			30,000	-	-	-	-
Transfer from Educational Fees			3,000	-	-	-	-
Less: Non-Capital use for Maintenance			(615,015)	(688,816)	(771,474)	(864,051)	(967,737)
TOTAL FUNDING AVAILABLE			\$ 814,267	\$ 677,526	\$ 517,530	\$ 321,980	\$ 94,536
BALANCE AVAILABLE AT SEPTEMBER 30			\$ 732,546	\$ 595,805	\$ 427,530	\$ 231,980	\$ 4,536

CIE: Capital Improvement Element
 CL: Capital Lease
 D: Deficiency
 G: Growth
 R: Replacement



**NORTH BAY VILLAGE, FLORIDA
PROPOSED FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
FY 2024-25 THROUGH FY 2028-29**

STREET MAINTENANCE FUND			Cost of					
PROJECT	DESCRIPTION	CIE	Five-Year Program	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29
STREETS PROJECTS								
SMF25-01	Landscaping Enhancements - Equipment/Installation	G	\$ 50,000	\$ 25,000	\$ -	\$ 10,000	\$ -	\$ 15,000
SMF25-02	Landscaping Equipment	R	60,000	20,000	10,000	10,000	10,000	10,000
SMF25-03	Village-wide Landscaping Medians & Bulbout Improvements (Design & Construction)	G	475,000	150,000	100,000	75,000	75,000	75,000
SMF25-04	Village-wide Landscaping Projects	G	250,000	50,000	50,000	50,000	50,000	50,000
SMF26-02	Dog Park Turf	R	100,000	-	100,000	-	-	-
SMF25-05	Entrance-Way Sign West	R	100,000	25,000	75,000	-	-	-
STREETS PROJECTS TOTAL			\$ 1,035,000	\$ 270,000	\$ 335,000	\$ 145,000	\$ 135,000	\$ 150,000
TOTAL STREET MAINTENANCE FUND			\$ 1,035,000	\$ 270,000	\$ 335,000	\$ 145,000	\$ 135,000	\$ 150,000
PROJECTED FUNDING								
	Cash Carried Forward			186,905	(156,190)	(181,190)	(186,190)	(186,190)
	1 to 6 Cents Local Option Fuel Tax			84,047	88,249	92,662	97,295	102,160
	1 to 5 Cents Local Option Fuel Tax			31,996	33,596	35,276	37,039	38,891
	Motor Fuel Tax			93,973	98,671	103,605	108,785	114,224
	FDOT Maintenance MOU			7,836	7,836	7,836	7,836	7,836
	Other Revenue			1,500	1,545	1,591	1,639	1,688
	Transfer from General Fund			94,643	471,063	293,901	281,225	278,008
	Less: Non-capital Use for Maintenance			(387,090)	(390,961)	(394,870)	(398,819)	(402,807)
TOTAL FUNDING AVAILABLE				\$ 113,810	\$ 153,810	\$ (41,190)	\$ (51,190)	\$ (46,190)
BALANCE AVAILABLE AT SEPTEMBER 30				\$ (156,190)	\$ (181,190)	\$ (186,190)	\$ (186,190)	\$ (196,190)
CIE: Capital Improvement Element								
CL: Capital Lease								
D: Deficiency								
G: Growth								
R: Replacement								



**NORTH BAY VILLAGE, FLORIDA
PROPOSED FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
FY 2024-25 THROUGH FY 2028-29**

CITIZEN'S INDEPENDENT TRANSPORTATION TRUST FUND (CITT)

PROJECT	DESCRIPTION	CIE	Cost of Five-Year Program	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	
SIDEWALK & ADA IMPROVEMENTS									
TF24-02	Harbor Island, North Bay Island, & Treasure Island Sidewalk & Crosswalk Improvements (Phase III)- Design & Construction*	D	\$ 256,500	\$ 256,500	\$ -	\$ -	\$ -	\$ -	
TF24-03	Harbor Island Reconfiguration - Entrance with Traffic Oval-Design & Construction*	D	\$ 475,000	\$ 75,000	\$ 400,000	\$ -	\$ -	\$ -	
ADA IMPROVEMENTS TOTAL			\$ 756,500	\$ 356,500	\$ 400,000	\$ -	\$ -	\$ -	
TRANSIT IMPROVEMENTS									
TF23-02	Causeway Bus Shelters - Design & Construction	G	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	
TRANSIT IMPROVEMENTS TOTAL			\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	
TOTAL CITIZEN'S INDEPENDENT TRANSPORTATION TRUST FUND PROJECTED FUNDING			\$ 806,500	\$ 406,500	\$ 400,000	\$ -	\$ -	\$ -	
				Cash Carried Forward	\$ 2,030,376	2,384,617	2,308,974	2,633,530	2,963,360
				Surtax	532,781	538,109	543,490	548,925	554,414
				Transfer from General Fund	107,400	-	-	-	-
				Less: Non-Capital Use for Maintenance	(45,500)	(46,865)	(48,271)	(49,719)	(51,211)
				Less: FreeBee	(119,812)	(119,812)	(119,812)	(119,812)	(119,812)
				Transfer to Capital Projects Fund	(442,990)	-	-	-	-
				Transfer to Debt Service - Roadway Improvements Capital Projects Fund	(108,736)	(108,736)	(112,576)	(111,355)	(110,134)
				Transfer from General Fund (MOU)	55,248	55,248	55,248	55,248	55,248
				Other Revenues	6,350	6,414	6,478	6,542	6,608
				State Appropriation*	350,000	-	-	-	-
				FDOT Grant*	426,000	-	-	-	-
TOTAL FUNDING AVAILABLE					\$ 2,791,117	\$ 2,708,974	\$ 2,633,530	\$ 2,963,360	\$ 3,298,473
BALANCE AVAILABLE AT SEPTEMBER 30					\$ 2,384,617	\$ 2,308,974	\$ 2,633,530	\$ 2,963,360	\$ 3,298,473

*Projects TF24-02 & TF24-03 funding to be phased into 2 separate projects, pending FDOT approval.

CIE: Capital Improvement Element
CL: Capital Lease
D: Deficiency
G: Growth
R: Replacement



**NORTH BAY VILLAGE, FLORIDA
PROPOSED FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
FY 2024-25 THROUGH FY 2028-29**

CAPITAL PROJECTS FUND							
PROJECT DESCRIPTION	CIE	Cost of Five-Year Program	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29
CAPITAL PROJECTS							
CP24-01 Kennedy Cswy Complete Streets - Lane re-purposing Short-Term Construction%	G	650,000	650,000	-	-	-	-
CP26-01 Schonberger Park-Improvements, including Picnic Facility ****	R	400,000	-	400,000	-	-	-
CP25-01 Vogel Park Electrical System Lighting Improvements ^	G	25,000	25,000	-	-	-	-
CP25-02 NBV Botanical Garden^	G	131,500	6,500	125,000	-	-	-
CP25-03 Civic Park Dock - Construction++	G	2,400,000	-	2,400,000	-	-	-
CAPITAL PROJECTS TOTAL		\$ 3,606,500	\$ 681,500	\$ 2,925,000	\$ -	\$ -	\$ -
TOTAL CAPITAL PROJECTS FUND		\$ 3,606,500	\$ 681,500	\$ 2,925,000	\$ -	\$ -	\$ -



**NORTH BAY VILLAGE, FLORIDA
PROPOSED FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
FY 2024-25 THROUGH FY 2028-29**

CAPITAL PROJECTS FUND					
PROJECT DESCRIPTION	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29
PROJECTED FUNDING					
Cash Carried Forward	\$ 34,800	\$ 34,800	\$ 34,800	\$ 34,800	\$ 34,800
^ Transfer from General Fund	31,500	125,000	-	-	-
% FDOT CIGP State Grant - Kennedy Causeway Project-Potential	207,010	-	-	-	-
% Transfer from CITT Fund	442,990	-	-	-	-
*** Transfer From Park Improvement Fund	-	-	-	-	-
++ Parks Contribution-1755 Kennedy Causeway	-	592,455	-	-	-
++ LWCF - Civic Park Project	-	850,000	-	-	-
++ Civic Park Funding Gap	-	957,545	-	-	-
**** Potential FRDAP - Schonberger Park	-	200,000	-	-	-
**** Park Impact Fees for Schonberger Park	-	200,000	-	-	-
TOTAL FUNDING AVAILABLE	\$ 716,300	\$ 2,959,800	\$ 34,800	\$ 34,800	\$ 34,800
BALANCE AVAILABLE AT SEPTEMBER 30	\$ 34,800	\$ 34,800	\$ 34,800	\$ 34,800	\$ 34,800

CIE: Capital Improvement Element
 CL: Capital Lease
 D: Deficiency
 G: Growth
 R: Replacement



**NORTH BAY VILLAGE, FLORIDA
PROPOSED FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
FY 2024-25 THROUGH FY 2028-29**

CAPITAL PROJECTS FUND-GOB VILLAGE HALL			Cost of					
PROJECT DESCRIPTION	CIE		Five-Year Program	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29
CAPITAL PROJECTS								
CP23-08 Village Hall Facility (Fire/Police Station/Village Hall) @@	G		43,996,562	43,996,562	-	-	-	-
CAPITAL PROJECTS TOTAL			\$ 43,996,562	\$ 43,996,562	\$ -	\$ -	\$ -	\$ -
TOTAL CAPITAL PROJECTS FUND-GOB			\$ 43,996,562	\$ 43,996,562	\$ -	\$ -	\$ -	\$ -
PROJECTED FUNDING								
Cash Carried Forward			\$	-	\$(10,442,881)	\$(10,442,881)	\$(10,442,881)	\$(10,442,881)
@@ Sunbeam Contribution fees - Village Hall Fire Services (Trf from Gen Fund)				1,375,000	-	-	-	-
@@ Sunbeam Contribution fees - Village Hall (Trf from Gen Fund)				518,750	-	-	-	-
@@ Miami-Dade County - Fire Station				7,425,000	-	-	-	-
@@ General Obligation Bond - Village Hall				7,500,000	-	-	-	-
@@ Sunbeam impact fees - Village Hall				9,106,250	-	-	-	-
@@ Shuckers Parks impact fees - Village Hall				974,000	-	-	-	-
@@ Shuckers Community Contribution				546,250	-	-	-	-
@@ Shoma Community Contributions				1,770,000	-	-	-	-
@@ Shoma Park & Police Impact Fees				953,931	-	-	-	-
@@ 7940 West Drive Height Bonus & Density Rights Transfer Fee				1,672,500	-	-	-	-
@@ Marina View Height Bonus & Density Rights Transfer Fee				1,712,000	-	-	-	-
TOTAL FUNDING AVAILABLE			\$ 33,553,681	\$ (10,442,881)	\$ (10,442,881)	\$ (10,442,881)	\$ (10,442,881)	\$ (10,442,881)
BALANCE AVAILABLE AT SEPTEMBER 30			\$ (10,442,881)	\$ (10,442,881)	\$ (10,442,881)	\$ (10,442,881)	\$ (10,442,881)	\$ (10,442,881)
CIE: Capital Improvement Element CL: Capital Lease D: Deficiency G: Growth R: Replacement								



**NORTH BAY VILLAGE, FLORIDA
PROPOSED FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
FY 2024-25 THROUGH FY 2028-29**

CAPITAL PROJECTS FUND-GOB SERIES 2022-PARKS/TIES			Cost of					
PROJECT DESCRIPTION	CIE	Five-Year	FY	FY	FY	FY	FY	
		Program	24-25	25-26	26-27	27-28	28-29	
CAPITAL PROJECTS								
CP24-03 Island Walk (Baywalk) - Design**	G	136,000	136,000	-	-	-	-	-
CP24-06 Treasure Island Elementary School Community Park - Construction@	G	2,649,385	2,649,385	-	-	-	-	-
CAPITAL PROJECTS TOTAL			\$ 2,785,385	\$ 2,785,385	\$ -	\$ -	\$ -	\$ -
TOTAL CAPITAL PROJECTS FUND-PARKS			\$ 2,785,385	\$ 2,785,385	\$ -	\$ -	\$ -	\$ -
PROJECTED FUNDING								
Cash Carried Forward			\$ -	\$ 0	\$ 0	\$ 0	\$ 0	0
@ General Obligation Bond - TIES / Park Bond Series 2022			2,649,385	-	-	-	-	-
** General Obligation Bond - TIES / Park Bond Series 2022			136,000					
TOTAL FUNDING AVAILABLE			\$ 2,785,385	\$ 0	\$ 0	\$ 0	\$ 0	0
BALANCE AVAILABLE AT SEPTEMBER 30			\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	0

CIE: Capital Improvement Element
 CL: Capital Lease
 D: Deficiency
 G: Growth
 R: Replacement



**NORTH BAY VILLAGE, FLORIDA
PROPOSED FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
FY 2024-25 THROUGH FY 2028-29**

UTILITY FUND			Cost of				
PROJECT DESCRIPTION	CIE	Five-Year Program	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29
UTILITIES ADMINISTRATION							
UF25-01		Satellite Operation Yard Improvements	G \$ 50,000	\$ 50,000	\$ -	\$ -	\$ -
UF25-02		Causeway Décor	G 40,000	40,000	-	-	-
UF25-03		Equipment - All-Terrain Vehicles (2)	G 20,000	20,000	-	-	-
UTILITIES ADMINISTRATION TOTAL			\$ 110,000	\$ 110,000	\$ -	\$ -	\$ -
INFORMATION SERVICES							
MF24-03		Security Equipment	R \$ 4,000	\$ -	\$ -	\$ -	\$ 4,000
MF25-02		Computer Equipment	R 12,500	2,500	2,500	2,500	2,500
INFORMATION SERVICES TOTAL			\$ 16,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 6,500
SANITATION PROJECTS							
UF24-02		Dumpsters	R \$ 110,000	\$ 30,000	\$ 20,000	\$ 20,000	\$ 20,000
SANITATION TOTAL			\$ 110,000	\$ 30,000	\$ 20,000	\$ 20,000	\$ 20,000
TOTAL UTILITY FUND			\$ 236,500	\$ 142,500	\$ 22,500	\$ 22,500	\$ 26,500
PROJECTED FUNDING							
Cash Carried Forward				\$ 3,785,162	\$ 4,136,328	\$ 4,833,247	\$ 5,740,308
Water & Sewer Revenues				6,029,275	6,330,739	6,647,276	6,979,640
Sanitation Revenues				2,055,109	2,157,864	2,265,758	2,379,046
Other Non-Operating Revenues				12,000	12,600	13,230	13,892
Transfer to Water Improvement Fund				(398,326)	(368,733)	(368,733)	(368,733)
Transfer to Sewer Improvement Fund				(249,105)	(249,105)	(249,105)	(249,105)
Less Non-Capital Use for Maintenance				(3,810,420)	(3,924,733)	(4,042,475)	(4,163,749)
Less Non-Capital Use for Personnel				(3,064,867)	(3,156,813)	(3,251,517)	(3,349,063)
Less Non-Capital Use for Engineering/Planning				(80,000)	(82,400)	(84,872)	(87,418)
TOTAL FUNDING AVAILABLE				\$ 4,278,828	\$ 4,855,747	\$ 5,762,808	\$ 6,894,817
BALANCE AVAILABLE AT SEPTEMBER 30				\$ 4,136,328	\$ 4,833,247	\$ 5,740,308	\$ 6,868,317

CIE: Capital Improvement Element
 CL: Capital Lease
 D: Deficiency
 G: Growth
 R: Replacement



**NORTH BAY VILLAGE, FLORIDA
PROPOSED FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
FY 2024-25 THROUGH FY 2028-29**

WATER IMPROVEMENT FUND		Cost of					
PROJECT DESCRIPTION	CIE	Five-Year Program	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29
DISTRIBUTION SYSTEM - WATER MAINS							
	G	\$	-				
DISTRIBUTION SYSTEM - WATER MAINS TOTAL		\$	-	\$	-	\$	-
TOTAL WATER IMPROVEMENT FUND		\$	-	\$	-	\$	-
PROJECTED FUNDING							
Cash Carried Forward							
Impact Fees							
Federal Project							
Transfer From Utility Fund							
			398,326	398,326	398,326	398,326	398,326
State Revolving Loan Debt & Interest Annual Payment							
			(398,326)	(398,326)	(398,326)	(398,326)	(398,326)
TOTAL FUNDING AVAILABLE		\$	-	\$	-	\$	-
BALANCE AVAILABLE AT SEPTEMBER 30							
		\$	-	\$	-	\$	-

CIE: Capital Improvement Element
 CL: Capital Lease
 D: Deficiency
 G: Growth
 R: Replacement



**NORTH BAY VILLAGE, FLORIDA
PROPOSED FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
FY 2024-25 THROUGH FY 2028-29**

SEWER IMPROVEMENT FUND		Cost of	FY	FY	FY	FY	FY
PROJECT DESCRIPTION	CIE	Five-Year Program	24-25	25-26	26-27	27-28	28-29
WASTEWATER PUMP STATIONS							
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
WASTEWATER PUMP STATIONS TOTAL		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SEWER LATERAL SYSTEMS							
SI25-01	Inflow & Infiltration Repairs - Phase 3	\$ 500,000	\$ 500,000	\$ -	\$ -	\$ -	\$ -
SEWER LATERAL SYSTEMS TOTAL		\$ 500,000	\$ 500,000	\$ -	\$ -	\$ -	\$ -
TOTAL SEWER IMPROVEMENT FUND		\$ 500,000	\$ 500,000	\$ -	\$ -	\$ -	\$ -
PROJECTED FUNDING							
	Cash Carried Forward	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Transfer From Utility Fund		749,146	249,146	249,146	249,146	249,146
	State Revolving Loan Debt & Interest Annual Payment		(249,146)	(249,146)	(249,146)	(249,146)	(249,146)
TOTAL FUNDING AVAILABLE		\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -
BALANCE AVAILABLE AT SEPTEMBER 30		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CIE: Capital Improvement Element
 CL: Capital Lease
 D: Deficiency
 G: Growth
 R: Replacement



**NORTH BAY VILLAGE, FLORIDA
PROPOSED FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
FY 2024-25 THROUGH FY 2028-29**

STORMWATER OPERATING FUND		CIE	Cost of Five-Year Program	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29
STORMWATER								
SW25-01	Vac Truck	CL	\$ 400,000	\$ 400,000	\$ -	\$ -	\$ -	\$ -
SW25-02	Portable Pumps, Hoses, Fittings, and Trailers - TI & HI	D	200,000	200,000	-	-	-	-
STORMWATER OPERATING FUND TOTAL			\$ 600,000	\$ 600,000	\$ -	\$ -	\$ -	\$ -
TOTAL STORMWATER FUND			\$ 600,000	\$ 600,000	\$ -	\$ -	\$ -	\$ -
PROJECTED FUNDING								
			\$ 465,802	\$ 140,951	\$ 406,975	\$ 663,418	\$ 1,138,626	\$ 1,138,626
			457,652	457,652	457,652	457,652	686,478	686,478
			-	-	-	228,826	343,239	343,239
			(182,503)	(191,628)	(201,209)	(211,270)	(221,833)	(221,833)
TOTAL FUNDING AVAILABLE			\$ 740,951	\$ 406,975	\$ 663,418	\$ 1,138,626	\$ 1,946,510	\$ 1,946,510
BALANCE AVAILABLE AT SEPTEMBER 30			\$ 140,951	\$ 406,975	\$ 663,418	\$ 1,138,626	\$ 1,946,510	\$ 1,946,510

* NBI Stormwater Pump Station Design expected to take 8-10 months, with the construction expected to take 9-12 months.
The Legislative Appropriation by FDEP for the NBI Pump Station is currently for the construction phase of the project. Public Works is looking into being able to apply the appropriation to the design phase of the project.

CIE: Capital Improvement Element
CL: Capital Lease
D: Deficiency
G: Growth
R: Replacement



**NORTH BAY VILLAGE, FLORIDA
PROPOSED FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
FY 2024-25 THROUGH FY 2028-29**

STORMWATER CAPITAL FUND		Cost of						
PROJECT DESCRIPTION	CIE	Five-Year Program	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	
STORMWATER								
SW24-01	HI Project Pkg 1 (PS & Outfall)+	R \$ 3,190,000	\$ 3,165,000	\$ 25,000	\$ -	\$ -	\$ -	
SW24-02	NBI Project Pkg 1 (PS & Outfall)*	R 5,775,000	5,750,000	25,000	-	-	-	
SW24-03	NBI Project Pkg 2 (PS & Outfall)	R 6,225,000	-	500,000	5,700,000	25,000	-	
SW24-04	TI Project Pkg 1 (PS & Outfall)**	R 12,350,000	-	12,325,000	25,000	-	-	
SW24-05	TI Project Pkg 2 (PS & Outfall)***	R 12,355,000	-	-	12,325,000	30,000	-	
SW24-06	TI Project Pkg 3 (PS & Outfall)****	R 13,400,000	-	5,075,000	8,300,000	25,000	-	
SW24-07	Outfall Rehabilitation	R 400,000	400,000	-	-	-	-	
SW24-08	Conceptual Roadway Design	R 90,000	90,000	-	-	-	-	
SW25-06	Land Acquisition & Easement	D 425,000	400,000	25,000	-	-	-	
SW25-01	NBI Project Pkg 3 (SW & Road Elev.)	D 3,490,000	-	415,000	3,050,000	25,000	-	
SW25-02	NBI Project Pkg 4 (SW & Road Elev.)	D 3,490,000	-	-	365,000	3,100,000	25,000	
SW25-03	TI Project Pkg 4 (SW & Road Elev.)++	D 537,215	-	-	359,934	177,281	-	
SW25-04	TI Project Pkg 5 (SW & Road Elev.)+++	D 488,615	-	-	-	327,372	161,243	
SW25-05	TI Project Pkg 6 (SW & Road Elev.)++++	D 1,887,012	-	85,443	42,084	1,759,485	-	
SW26-01	HI Project Pkg 2 (SW & Road Elev.)	D 2,426,000	301,000	2,100,000	25,000	-	-	
SW26-02	HI Project Pkg 3 (SW & Road Elev.)	D 2,440,000	-	-	315,000	2,100,000	25,000	
STORMWATER CAPITAL FUND TOTAL			\$ 68,968,842	\$ 10,106,000	\$ 20,575,443	\$ 30,507,018	\$ 7,569,138	\$ 211,243
TOTAL STORMWATER FUND			\$ 68,968,842	\$ 10,106,000	\$ 20,575,443	\$ 30,507,018	\$ 7,569,138	\$ 211,243
PROJECTED FUNDING								
Cash Carried Forward			\$ -	\$ -	\$ -	\$ -	\$ 1,433,130	
Less Capital Use for PM and Other Allocated Costs			(1,000,000)	(1,050,000)	(1,102,500)	(1,157,625)	(1,215,506)	
FDEP Grants \$1.5M / \$ 600,000*			600,000	1,500,000	-	-	-	
DOT Protect/FDEP RFGP Grants - Potential**			354,000	480,000	2,720,000	-	-	
DOT Protect/FDEP RFGP Grants - Potential***			354,000	480,000	-	2,770,000	-	
DOT Protect/FDEP RFGP Grants - Potential****			-	851,000	2,000,000	-	-	
FDEP RFGP Grant - Potential+			-	48,000	2,020,000	-	-	
DOT Protect/FDEP RFGP Grants - Potential++			-	173,000	480,000	1,760,000	-	
DOT Protect/FDEP RFGP Grants - Potential+++			-	173,000	480,000	-	1,600,000	
DOT Protect/FDEP RFGP Grants - Potential++++			-	173,000	480,000	425,000	-	
REFERENDUM/GO BOND FINANCING			9,798,000	17,747,443	23,429,518	5,204,893	0	
TOTAL FUNDING AVAILABLE			\$ 10,106,000	\$ 20,575,443	\$ 30,507,018	\$ 9,002,268	\$ 1,817,624	
BALANCE AVAILABLE AT SEPTEMBER 30			\$ -	\$ -	\$ -	\$ 1,433,130	\$ 1,606,381	

* NBI Stormwater Pump Station Design expected to take 8-10 months, with the construction expected to take 9-12 months. The Legislative Appropriation by FDEP for the NBI Pump Station is currently for the construction phase of the project. Public Works is looking into being able to apply the appropriation to the design phase of the project.

CIE: Capital Improvement Element
CL: Capital Lease
D: Deficiency
G: Growth
R: Replacement



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
---------------------------------------	---

Fire Protection

Number of Stations	1
Number of fire personnel	7
Number of calls answered (Approximate)	72714
Number of inspections conducted (Approximate)	360

Police Protection

Number of Stations	1
Chief	1
Deputy Chief	1
Detectives	3
Lieutenants	2
Sergeants	4
Corporals	4
Patrol Officers	11FT & 5PT

Number of Violations:

Arrest	130
Traffic violations	6569
Parking violations	1585

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

Demographics

People

Total Population	8,198
Male Share of the Population	48.9%
Female Share of the Population	51.1%
Senior Citizens	11.7%
Employed Population 16+	4,806
Age of the Population	37

Families

% of people married	40.6%
Average household size	2

Education and Earnings

Population % with Bachelor Degree or Higher	37.3%
Median Earnings ²⁵⁺	\$36,630
Median Earnings Without High School Qualification	\$19,730
Median Earnings With High School Degree	\$24,250



Wealth


Median Family Income	\$56,510
% Above Poverty Level	87.8%
% Below Poverty Level	12.2%

Commute & Sprawl

Average Commute Time	32 minutes
% Working from Home	4.5%
% Walking and Biking to Work	0.5%
% Using Public Transportation	9.7%

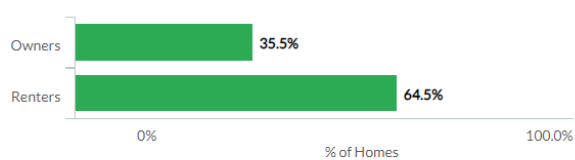
REAL ESTATE IN NORTH BAY VILLAGE, FL

RENT & OWNERSHIP

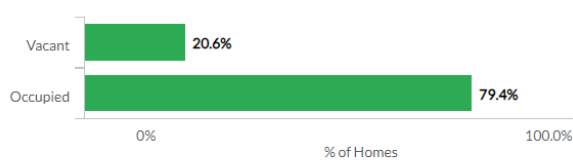


Average Market Rent:
\$3,874 / per month

Homeownership Rate



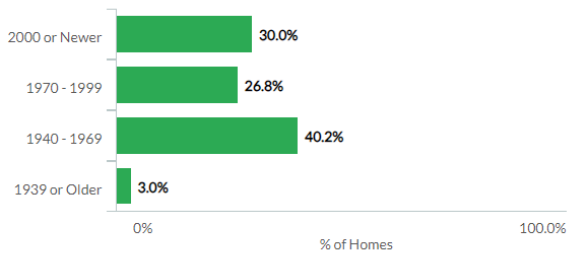
Vacancy Rate



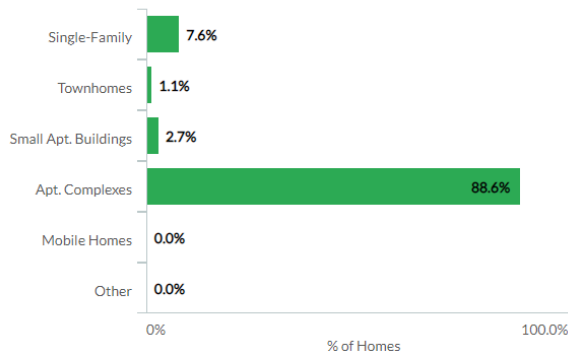


HOUSING MARKET DETAILS

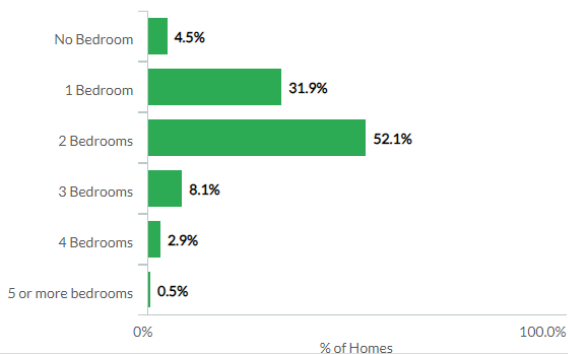
Age of Homes



Types of Homes

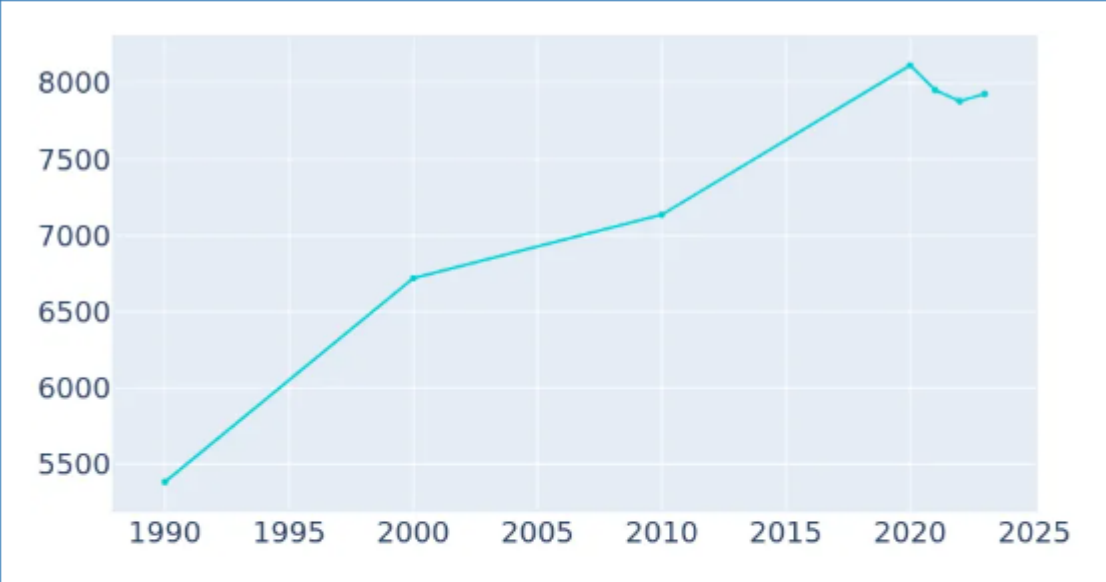


Home Size





North Bay Village Population By Year



Year	Population	Rank in US	Growth Rate
2023	7,930	3,714	0.6%
2022	7,882	3,716	-0.9%
2021	7,956	3,676	-2.0%
2020	8,117	3,616	1.3%
2010	7,137	3,736	0.6%
2000	6,720	3,651	2.2%
1990	5,383	3,855	—

What is the population of North Bay Village?

There are 8,024 residents in North Bay Village, with a median age of 45.3. Of this, 50.24% are males and 49.76% are females. US-born citizens make up 40.12% of the resident pool in North Bay Village, while non-US-born citizens account for 38.43%. Additionally, 21.45% of the population is represented by non-citizens. A total of 6,220 people in North Bay Village currently live in the same house as they did last year.





Income and house value in North Bay Village



Median household income in 2022	
White non-Hispanic householders	\$102,986
Black householders	\$110,738
Some other race householders	\$59,120
Two or more races householders	\$63,271
Hispanic or Latino race householders	\$64,144

Median 2022 house value	
White Non-Hispanic householders	over \$1,000,000
Asian householders	\$586,975
Some other race householders	over \$1,000,000
Two or more races householders	\$733,719
Hispanic or Latino householders	\$959,971

North Bay Village city income, earnings, and wages data

Estimated median household income in 2022: \$80,461 (it was \$34,354 in 2000)
 North Bay Village:  \$80,461
 FL:  \$69,303

Estimated per capita income in 2022: \$43,418 (it was \$21,017 in 2000)

Estimated median house or condo value in 2022: \$503,198 (it was \$94,300 in 2000)
 North Bay Village:  \$503,198
 FL:  \$354,100

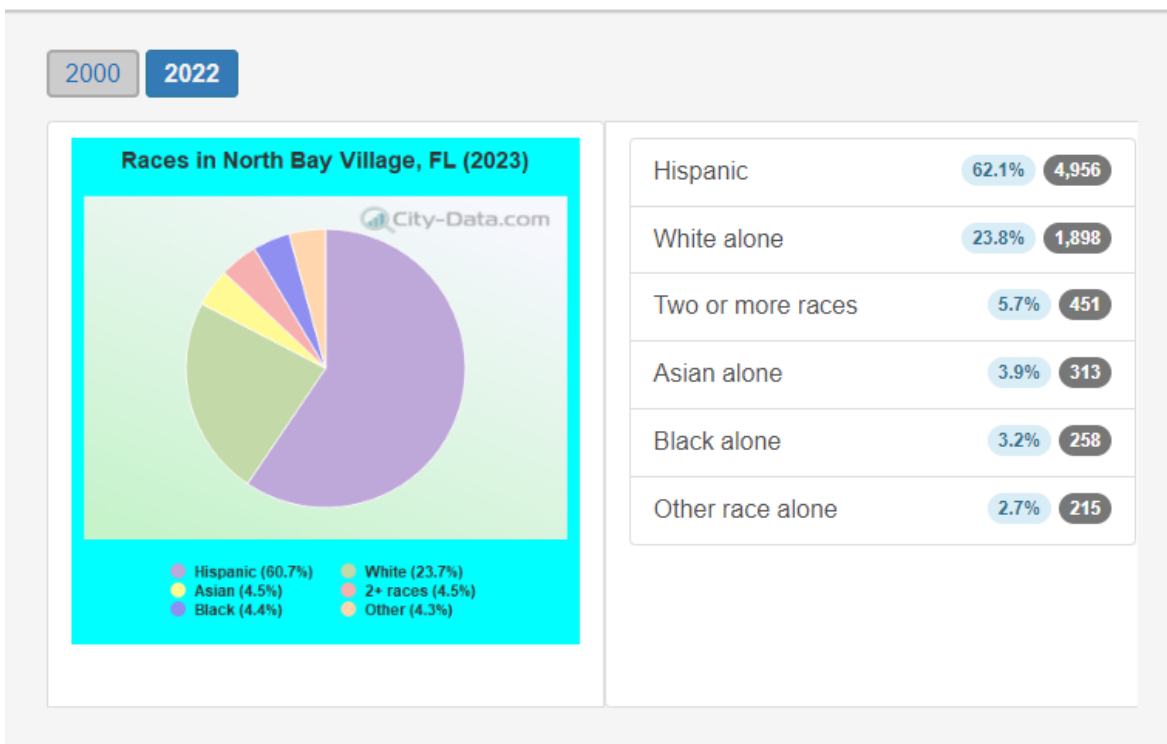
Median gross rent in 2022: \$2,032.

March 2022 cost of living index in North Bay Village: 109.7 (more than average, U.S. average is 100)

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



Races in North Bay Village, FL (2023)



- ❖ **Hispanic** 62.1% 4,956
- ❖ **White alone** 23.8% 1,898
- ❖ **Two or more races** 5.7% 451
- ❖ **Other race alone** 2.7% 215
- ❖ **Asian alone** 3.9% 313
- ❖ **Black alone** 3.2% 258

For population 25 years and over in North Bay Village:

- **High school or higher:** 92.9%
- **Bachelor's degree or higher:** 46.6%
- **Graduate or professional degree:** 18.9%
- **Unemployed:** 1.9%, which is calculated among residents aged 16 or older
- **Mean travel time to work (commute):** 23.1 minutes

For population 15 years and over in North Bay Village:

- **Never married:** 32.24%
- **Now married:** 48.3%
- **Separated:** 2.9%
- **Widowed:** 3.0%
- **Divorced:** 15%

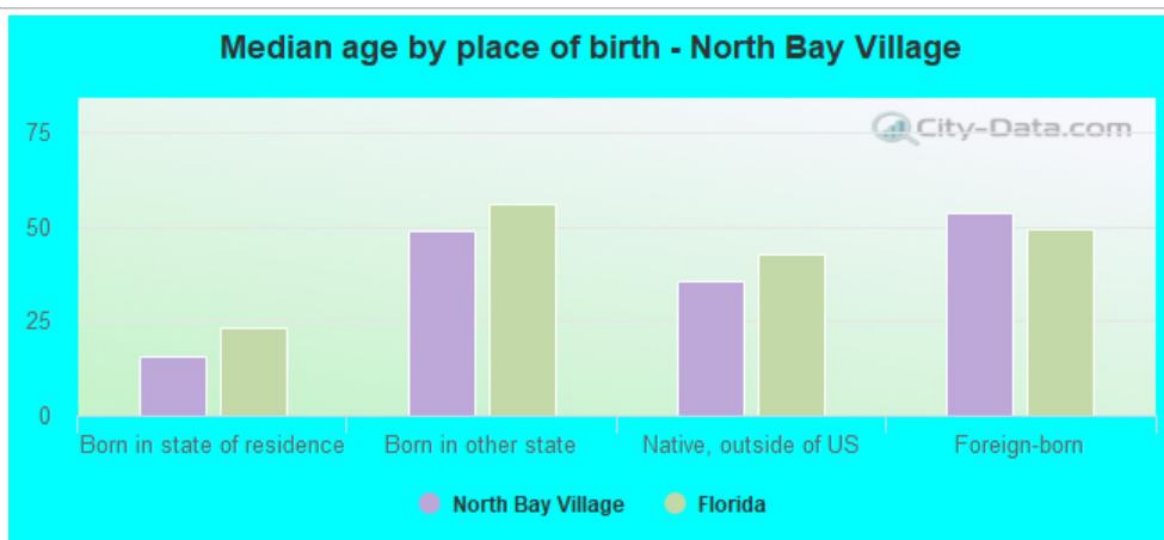


North Bay Village has a population density of 19,289.2 people per square mile. North Bay Village has the 2nd highest population density in Florida.

4,561 residents are foreign born (41.1% Latin America, 9.5% Asia).

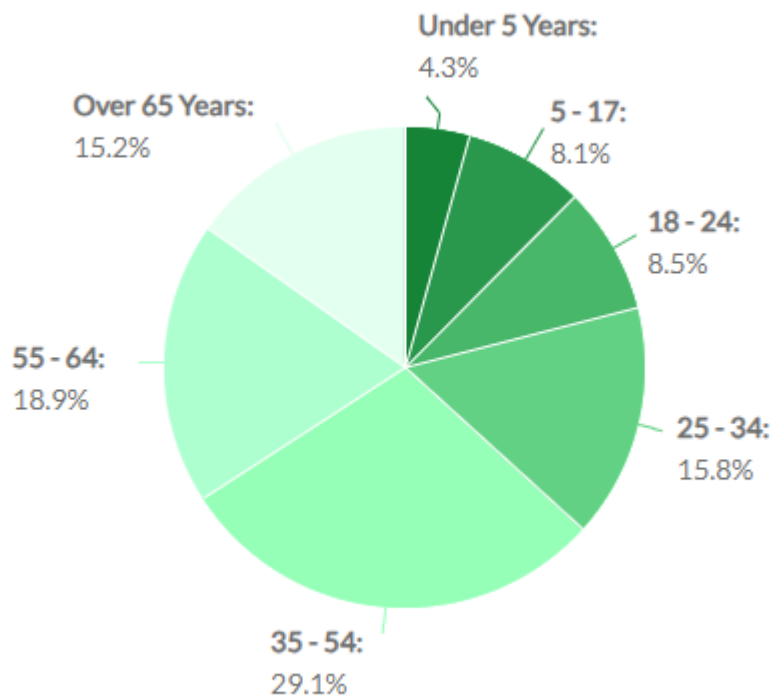
This city: 57.1%

Florida: 21.1%

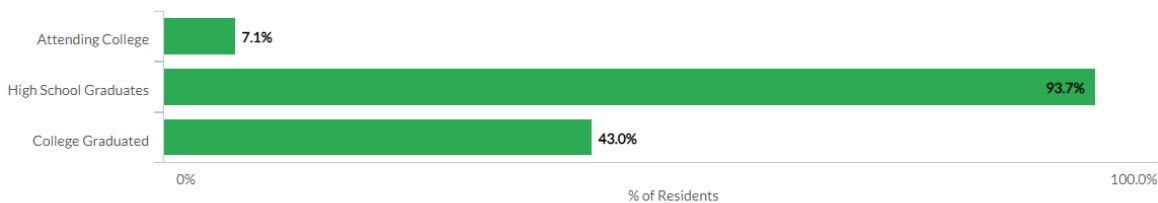




Age



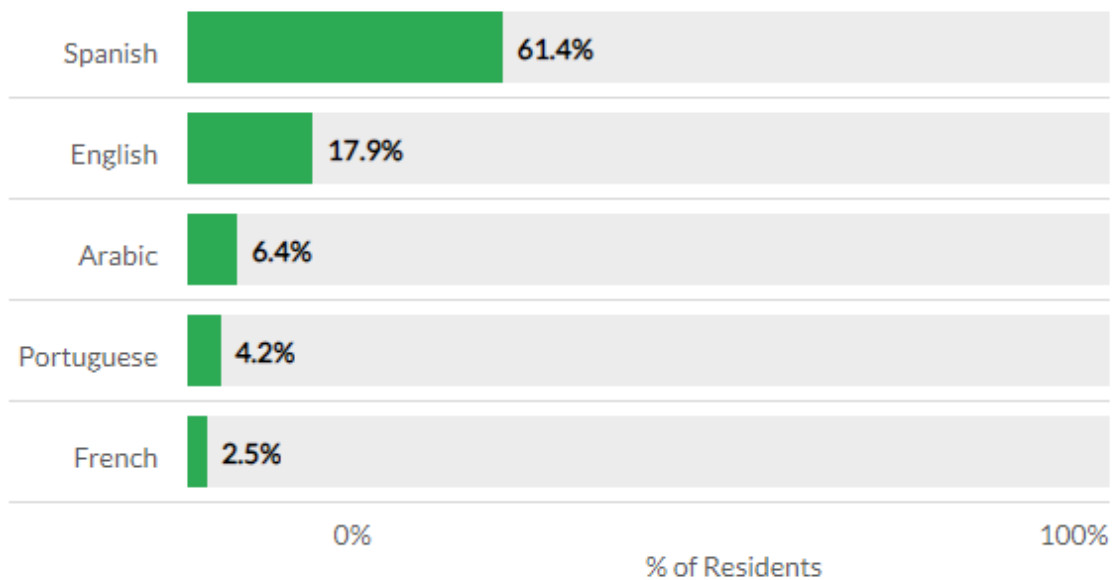
EDUCATIONAL ATTAINMENT OF ADULTS ⓘ





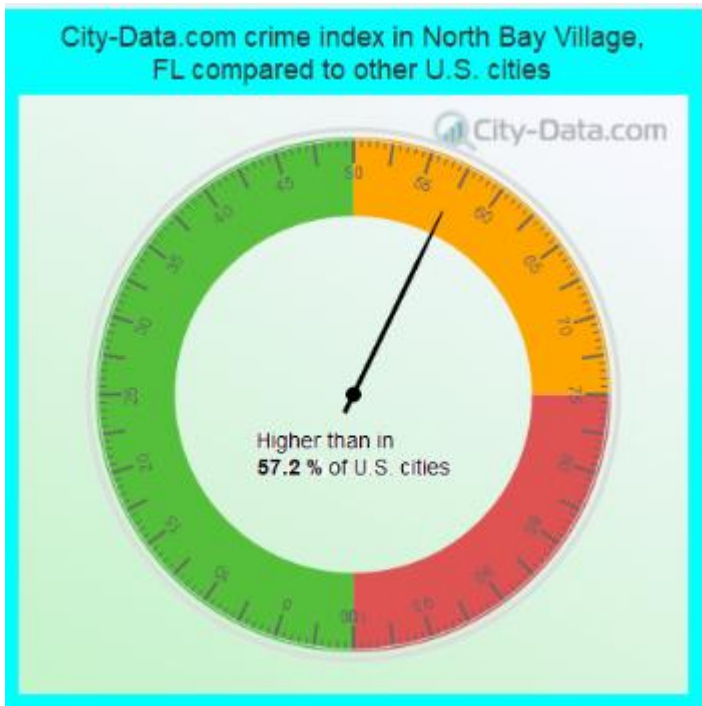
LANGUAGES SPOKEN i

[See all languages](#)





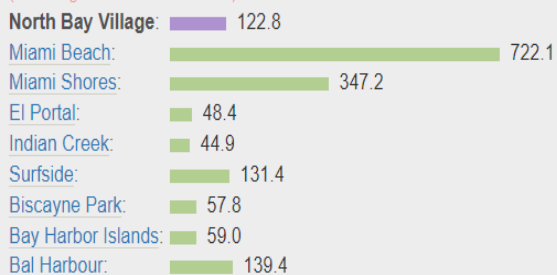
Crime Rate in North Bay Village, FL

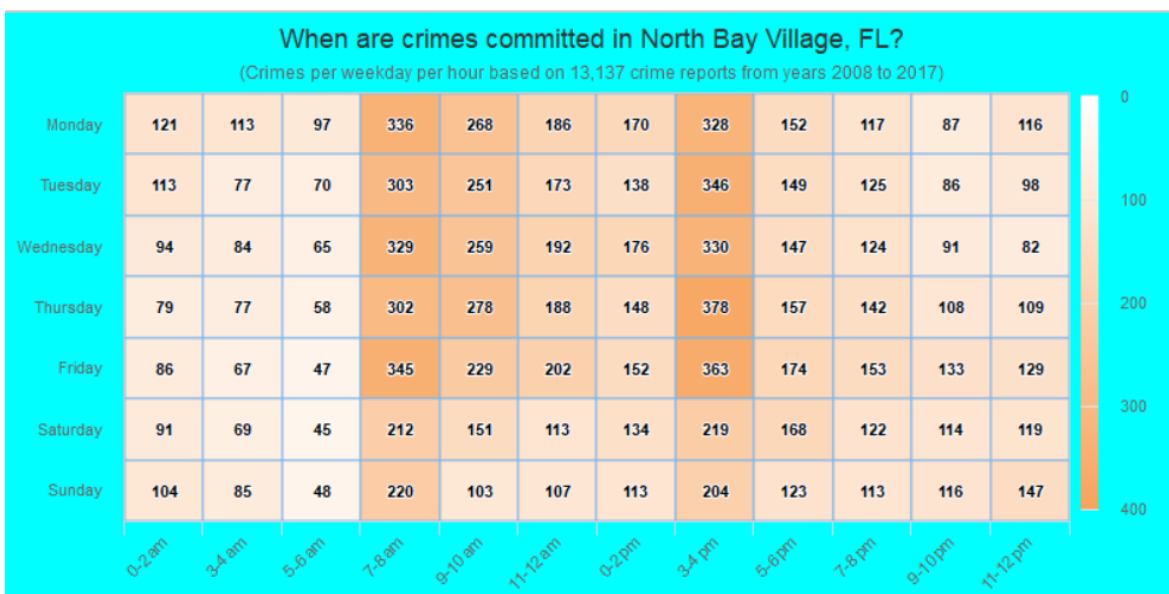
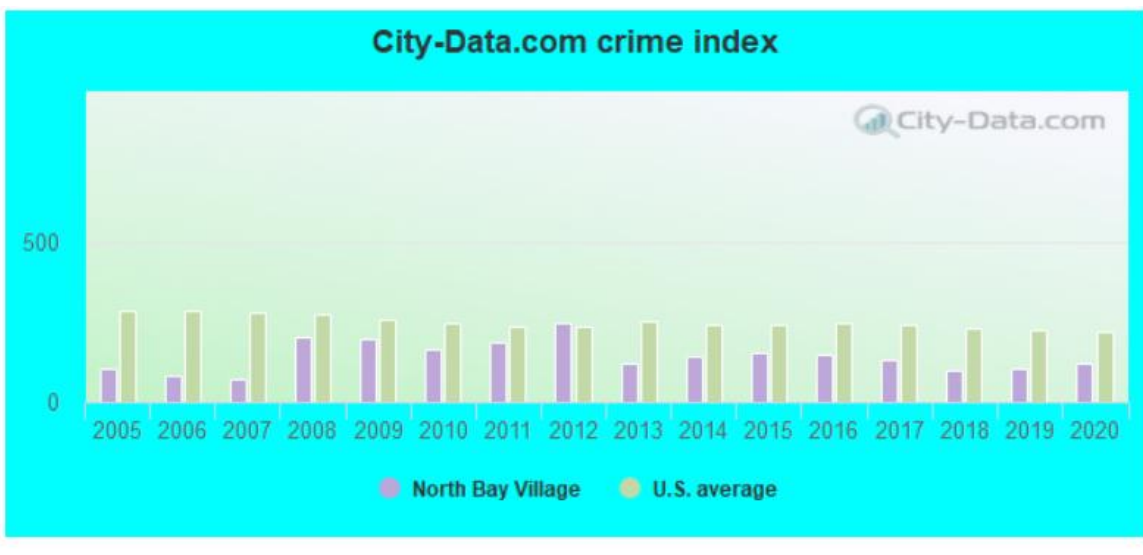


The 2020 crime rate in North Bay Village, FL is 123 (City-Data.com crime index), which is 2.0 times lower than the U.S. average. It was higher than in 57.2% U.S. cities. The 2020 North Bay Village crime rate rose by 18% compared to 2019. In the last 5 years North Bay Village has seen decreasing violent crime and decline of property crime.

See how dangerous North Bay Village, FL is compared to the nearest cities:

(Note: Higher means more crime)





Violent crime rate in 2020

North Bay Village: 110.2

U.S. Average: 228.2

Property crime rate in 2020

North Bay Village: 105.9

U.S. Average: 169.6

Full-time law enforcement employees in 2021, including police officers: 34 (28 officers - 24 male; 4 female).

Officers per 1,000 residents here: 3.48

Florida average: 2.33

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



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

- **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 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 are 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.
- **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 Principles (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 expenditure, i.e. items or projects of significant value with a probable life of one or more years, and the means of financing them.
- **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 is used to estimate financing sources and uses in



GLOSSARY

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



GLOSSARY

- 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, electric, water and gas and making long-term debt payments.
 - 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.
 - 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 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 equal.
 - 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.



GLOSSARY

- **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.
- **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.
- **Liabilities.** Debts or other legal obligations 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.
- **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 mils 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.
- **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.



GLOSSARY

- **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.
- **Reserve.** An account is 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 is 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.
- **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 mils, 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
- **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 includes electric and gas service utility taxes.