



FY 2020 ADOPTED BUDGET





GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

North Bay Village

Florida

For the Fiscal Year Beginning

October 12, 2018

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, 2018**. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as a financial guide, as an operations guide, and as a communications device.

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

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Transmittal Letter

October 1, 2019

Honorable Mayor and Commissioners,

Transmitted herein please find the Manager's FY 2020 Annual Adopted Budget presented as required by the Village Charter. It was adopted after two public hearings in September, and became effective October 1, 2019. This transmittal letter will bring the budget together and focus the All Funds Budget as it relates to the current level of services provided by the Village, and to the services that will be needed in the future.

The major expense of the General Fund is the cost of the police department. This consumes approximately 60.46% of the General Fund budget. This adopted budget eliminates one Dispatcher full-time position, and one Code Enforcement Officer. The adopted budget also includes an additional full-time Deputy Chief, by recommendation of the A&M Report. It is also recommended to eliminate the Accreditation consultant by adding a part-time Accreditation Manager, without financial impact. The Records Clerk position was reassigned from the Village Clerk's Office to the Police Department.

The FY 2020 budget reclassifies a position of Executive Assistant to the Village Manager & Commission with a Chief of Staff to the Village Manager, reclassifies the Human Resources Coordinator with an HR Director and adds a Deputy Village Clerk. It reassigns the full-time Procurement Manager from General Government to Finance Department and changes the title from Finance Director to Chief Financial Officer.

The budget also eliminates the Recreation Specialist consultant, by adding a full-time Communications and Special Events Coordinator with financial impact on benefits. This budget adds recreation and community involvement programs. These include funding for the PAL program, bike rodeo, movie night out, senior programs and new activities sponsored by the Commission such as Yoga, Bingo, Restaurant of the Month, Woman's Initiative Forums and others. It also includes crime watch events. The FY 2020 budget continues the funding for the International Baccalaureate (IB) Program at Treasure Island Elementary School and additional funding for school supplies.

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

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

Revenue Forecasting: North Bay Village taxable property has grown back to about 58% of the value that the Village had in 2011. It has been a slow but steady climb back. South Florida is showing to be an excellent location for real estate investments as well as North Bay Village being an ideal location in South Florida. The property tax base increased 8% in 2018, 1% in 2019 and 1% for FY 2020. Based on the major mixed use developments that the Commission has approved over the past 3 years, this trend should continue for several years as this new development continues through the development process.

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

The FY 2020 budget for general fund is a total of \$9,218,621 plus the required transfer of \$ \$323,336 to other funds. The major source of revenue to fund the General Fund is the revenue from Ad Valorem taxes.

This Budget includes the adopted Ad Valorem Millage Rate of 5.4992. One mill is equal to \$1.00 of taxes per \$1,000 of property taxable value. The millage rate of 5.4992 will provide sufficient revenue to fund the budget. The Village Commission set the Tentative Millage Rate prior to August 4 each year and officially notify the Miami Dade Property Appraiser of the Tentative Millage Rate and the date, time and place of the two required public hearings on the Village's FY 2020 budget. The Property Appraiser is required to notify all property owners of this information and how much the tentative millage rates will be.

The Debt Service Ad Valorem Millage rate is adopted at 0.6187 mills. This will provide the revenues necessary to pay the debt service on the voter approved General Obligation bonds. The General Ad Valorem and the Debt Ad Valorem combined Millages for FY 2020 is at 6.1179.

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

The Village has undertaken a complete renovation of the water and sewer lines as well as a water meter replacement program. The cost of these Capital Improvements will be in the area of \$12.8 million. These projects will be funded through three, 20 year low interest loans from the Florida Department of Environmental Protection, (FDEP). The sewer project contract was awarded in FY 2017 and the 2 water projects started in early FY 2019. The loans for these 3 projects will be paid back through increased utility system user fees, but could be offset with some actual dollar cost reductions due to reduced inflow and infiltration and more efficient water and sewer systems.

The Village had been going through a slow recovery with the General Fund Reserves being used in the past to supplement some of the increased annual costs. The Village Charter requires a Reserved Fund Balance in the amount 20% of the current years General Fund expenditures which equal \$1,843,724 . The General Fund Unassigned Fund Balance for FY 2020 is projected at \$831,664 which includes an estimated amount of that was added to Fund Balance in FY 2019. The General Fund's Balance is projected to be The Village General Fund will be in good shape for FY 2020.

This FY 2020 Adopted budget is respectively submitted.

Ralph Rosado
Village Manager

GUIDE TO READERS

The Fiscal Year 2020 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, 2019 through September 30, 2020.

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

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

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

ADOPTED BUDGET FY 2020

NORTH BAY VILLAGE

Submitted by the Village Manager
to the Mayor & Commission
Fiscal Year 2020

Village Commission

Mayor – Brent Latham (Term expires Nov. 2020)
Vice Mayor – Marvin Wilmoth (Term expires Nov. 2022)
Commissioner-Jose Alvarez (Term expires Nov. 2020)
Commissioner – Andreana Jackson (Term expires Nov. 2020)
Commissioner- Julianna Strout (Term expires Nov. 2022)



NORTH BAY VILLAGE

Administrative Officials

Ralph Rosado, PhD, AICP
Village Manager

Elora Riera, CMC
Village Clerk

Daniel A. Espino, Esq.
Village Attorney

Incorporated on May 16, 1945

Administrative Staff

- Sandra Siefken, Acting Chief Financial Officer
- Carlos Noriega, Chief of Police
- Jose Olivo, Public Works Director
- Raul Rodriguez, Building Official
- Mario Diaz, Chief of Staff to the Village Manager
- Carla Gomez , Human Resource Director

Village 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

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

ADVISORY BOARDS

Planning & Zoning Board

- J.F. Bud Farrey, Chair
- Dr. Douglas Hornsby, Vice Chair
- Doris O'Hare
- Dr. Richard Chervony
- Timothy Denis
- Richard Holben
- Kip Dugal

Business Development Advisory Board

- Timothy Dennis, Chair
- Nick Quay, Vice Chair
- Paul Jacob, Secretary
- Denise O'Brien
- James Rosenberg

Animal Control Advisory Board

- Cecilia Veloz, Chair
- Sondra Shumaker, Vice Chair
- Maria De La Cruz Marquez Arrechea
- Sarah Mauer, Secretary
- Ruth Prado

Citizens Budget & Oversight

- Jack Rattner, Chair
- James Rosenberg, Vice Chair
- Paul Crespo, Secretary
- Dr. Richard Chervony
- Jorge Gonzalez

Community Enhancement Board

- Ana Rivera, Vice Chair
- Olga Pinto
- Jose Pinto
- Luis Torrego, Secretary
- Pilar Mendenhall

ADVISORY BOARDS

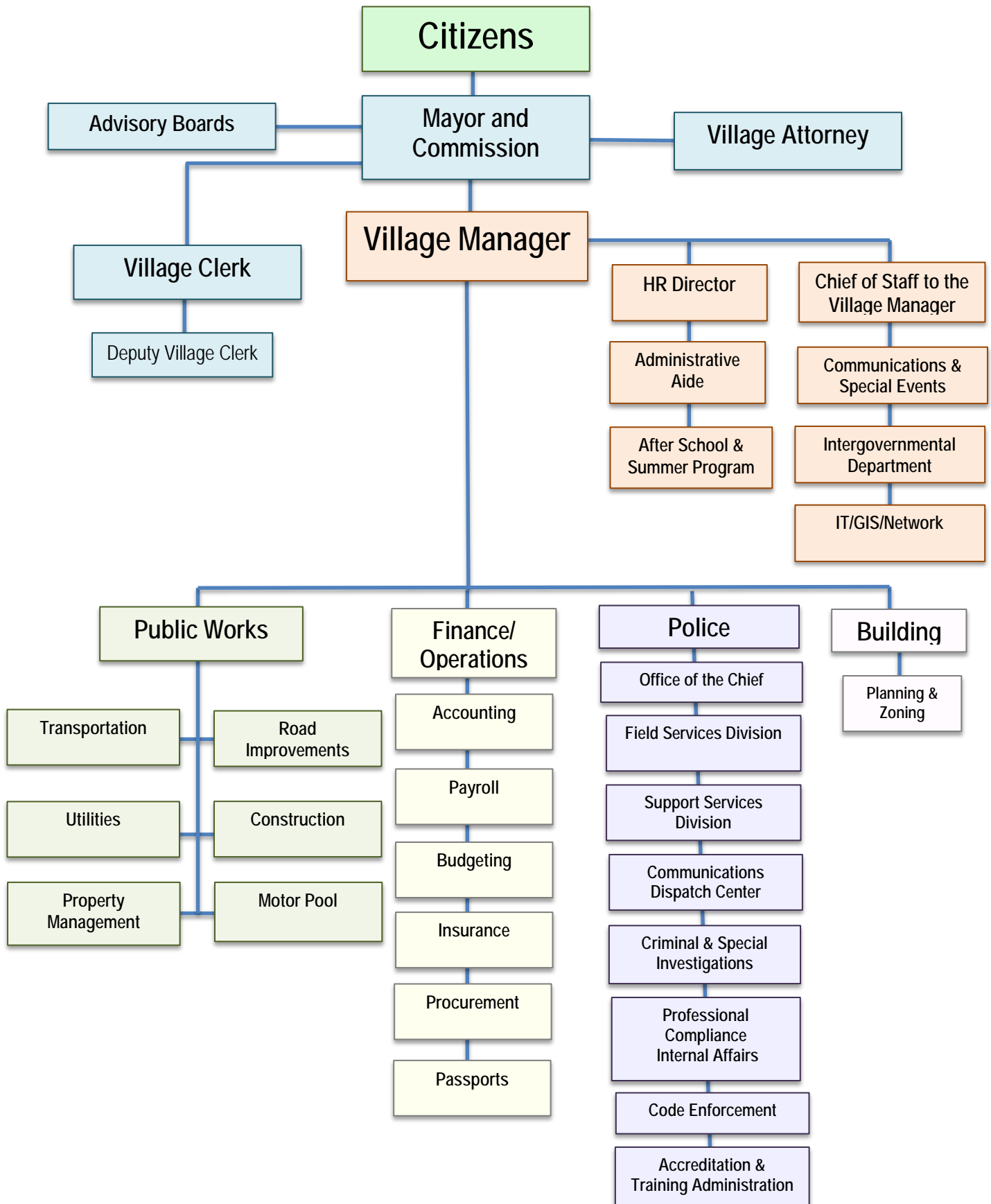
Sustainability & Resiliency Task Force Board

- Denise O'Brien, Chair
- Rachel A. Streitfeld, Esq, Vice Chair
- Dr. Richard Chervony, Secretary
- Scott Greenwald
- Nick Quay
- Marvin Wilmoth, non-voting member

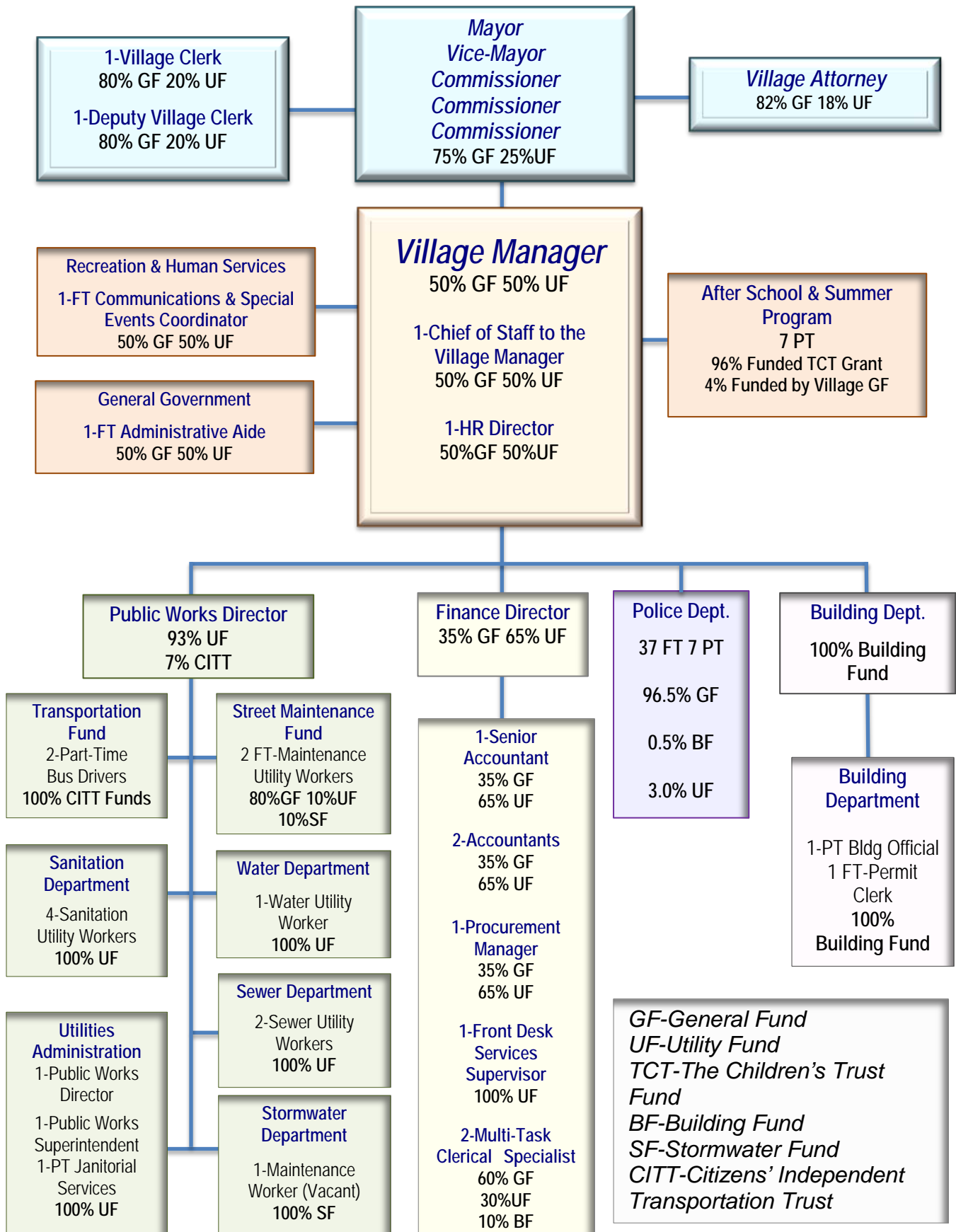
Resident Services Board (Youth & Education Services Board)

- Indira Dejtjar, Chair
- Lidia Cantave, Vice Chair
- Kevin Vericker, Secretary
- Sondra Shumaker
- Faith Swan

ORGANIZATIONAL CHART



POSITION FUNDING SOURCES



AUTHORIZED STAFFING LEVELS

GENERAL FUND	FY 2016	FY 2017	FY2018	FY 2019	FY 2020
Village Commission Department	5 PT	5 PT	5 PT	5 PT	5 PT
Village Manager Department	4 FT	4 FT	4 FT	3 FT	3 FT
Village Clerk Department	2 FT	2 FT	2 FT	2 FT	2 FT
Finance Department	4 FT	4 FT	4 FT	4 FT	5 FT
General Government Department	1 FT 1 PT	2 FT 1 PT	2 FT 1 PT	4 FT 1 PT	3 FT 1 PT
Police Department	37 FT 7 PT	37 FT 7 PT	38 FT 5 PT	39 FT 7 PT	37 FT 7 PT
Recreation & Human Services Department	0	0	0	0	1
TOTAL GENERAL FUND	61	62	62	65	64
SPECIAL REVENUE FUNDS					
Building	2 FT 1PT	1 FT 1PT	1 FT 1PT	1 FT 1PT	1 FT 1PT
Street Maintenance	2 FT	2 FT	2 FT	2 FT	2 FT
After School & Summer	8 PT	7 PT	7 PT	7 PT	7 PT
Transportation	2 PT	2 PT	2 PT	2 PT	2 PT
TOTAL SPECIAL REVENUE FUNDS	15	13	13	13	13
ENTERPRISE FUNDS					
Utility Administration	2 FT 1PT	2 FT 1PT	2 FT 1PT	2 FT 1PT	3 FT 1PT
Water Operation	1 FT	1 FT	1 FT	1 FT	1 FT
Sewer Operation	2 FT	2 FT	2 FT	2 FT	2 FT
Sanitation Department	4 FT	4 FT	4 FT	4 FT	4 FT
Storm Water	1 FT	1 FT	1 FT	1 FT	1 FT
TOTAL ENTERPRISE FUNDS	11	11	11	11	12
TOTAL ALL FUNDS	87	86	86	89	89

Budget Staffing Level Changes

Village Manager Department: Replace an HR Coordinator with an HR Director
Reclassify Executive Assistant to Village Manager & Commission with a Chief of Staff to the Village Manager
Village Clerk Department: Add Deputy Village Clerk position
Reassign FT Procurement Manager from General Government to Finance Department
Reassign Records Clerk position from Village Clerk's Department Police Department
Reclassify position from Finance Director to Chief Financial Officer
Police Department: Freeze (1) PT Police Officer
Police Department: Freeze (1) Dispatcher Position
Police Department: Freeze (1) Code Enforcement Officer
Police Department: Add (1) FT Deputy Chief of Police
Police Department: Eliminate Consultant & add a PT Accreditation Manager in-house

ALL FUNDS-BUDGET ANALYSIS BY DEPARTMENT FY 2020

FUND	NUMBER OF PERSONNEL	PERSONNEL SERVICES	MATERIALS SUPPLIES AND SERVICES	TOTAL OPERATING BUDGET	CAPITAL OUTLAY & OTHER	TOTAL ADOPTED BUDGET
GENERAL FUND						
Village Commission Department	5 PT	35,619	42,750	78,369	-	78,369
Village Manager Department	3 FT	523,690	23,600	547,290	-	547,290
Village Clerk Department	2 FT	187,804	47,031	234,835	-	234,835
Finance Department	5 FT	579,741	11,910	591,651	-	591,651
Legal Services Department	-	-	310,250	310,250	-	310,250
General Government Department	3 FT 1 PT	198,215	1,037,644	1,235,858	117,228	1,353,086
Police Department	37 FT 7 PT	4,917,266	650,404	5,567,670	6,100	5,573,770
Recreation & Human Svces Dep.	1	94,023	362,204	456,227	-	456,227
Reserves for Employee accrued Liability	-	73,142	-	73,142	-	73,142
TOTAL GENERAL FUND	64	6,609,499	2,485,793	9,095,292	123,328	9,218,621
SPECIAL REVENUE FUNDS						
Building	1 FT 1PT	93,981	463,800	557,781	-	557,781
Street Maintenance	2 FT	135,173	251,945	387,118	145,000	532,118
After School & Summer	7 PT	159,407	26,136	185,543	-	185,543
Transportation	2 PT	87,795	305,790	393,585	3,064,000	3,457,585
TOTAL SPECIAL REVENUE FUNDS	13	476,356	1,047,670	1,524,027	3,209,000	4,733,027
TOTAL CAPITAL PROJECTS FUND	-	-	-	-	1,416,300	1,416,300
ENTERPRISE FUNDS						
Utility Administration	3 FT 1PT	533,830	533,417	1,067,247	3,000	1,070,247
Water Operation	1 FT	76,484	780,329	856,813	-	856,813
Sewer Operation	2 FT	178,732	1,242,654	1,421,386	-	1,421,386
Sanitation Department	4 FT	291,053	836,460	1,127,514	-	1,127,514
Capital	-	-	-	-	-	-
TOTAL UTILITY FUND	11	1,080,100	3,392,860	4,472,960	3,000	4,475,960
Water Improvements Trust	-	-	-	-	531,456	531,456
Sewer Improvements Trust	-	-	-	-	1,949,722	1,949,722
Sanitation Improvements Trust	-	-	-	-	-	-
TOTAL IMPROVEMENTS TRUST	-	-	-	-	2,481,178	2,481,178
Storm Water	1 FT	76,157	181,700	257,857	200,000	457,857
TOTAL STORMWATER	1	76,157	181,700	257,857	200,000	457,857
Debt Service	-	-	-	-	641,409	641,409
TOTAL DEBT SERVICE	-	-	-	-	641,409	641,409
TOTAL ALL FUNDS	89	8,242,113	7,108,023	15,350,136	8,074,216	23,424,352

TOTAL PAYROLL COST FY 2020

Occupation	Proposed Earnings	COLA / INCENTIVE	Shift Diff	LON	Add'l Benefits	RET	FICA	W/Comp	Insurance	Employee Total
General Fund-Village Commission										
Mayor	7,800	-	-	-	-	-	597	22	-	8,419
Vice-Mayor	6,300	-	-	-	-	-	482	18	-	6,800
Commissioner	6,300	-	-	-	-	-	482	18	-	6,800
Commissioner	6,300	-	-	-	-	-	482	18	-	6,800
Commissioner	6,300	-	-	-	-	-	482	18	-	6,800
Total Village Commission	33,000	-	-	-	-	-	2,525	94	-	35,619
General Fund-Village Manager										
Village Manager	155,000	2,945	-	-	27,200	46,420	14,164	400	1,118	247,247
HR Director	83,945	332	-	-	3,600	22,033	6,723	213	14,914	131,760
Chief of Staff to the Village Manager	88,132	628	-	-	3,600	23,157	7,066	225	21,877	144,684
Total Village Manager	327,077	3,905	-	-	34,400	91,610	27,952	837	37,909	523,690
General Fund-Village Clerk										
Village Clerk	80,340	1,526	-	-	3,600	21,429	6,538	207	9,836	123,476
Deputy Village Clerk	46,350	734	-	-	-	3,963	3,602	119	9,560	64,328
Total Village Clerk	126,690	2,260	-	-	3,600	25,392	10,140	326	19,395	187,804
General Fund-Finance Department										
Chief Financial Officer	154,000	-	-	-	8,400	40,718	12,424	374	1,500	217,415
Procurement Manager-Vacant	62,000	-	-	-	-	15,545	4,743	143	22,224	104,654
Senior Accountant	86,909	1,651	-	1,000	2,400	7,741	7,035	209	13,058	120,004
Accountant	60,099	1,142	-	1,000	-	5,239	4,761	141	21,786	94,168
Accountant (6 mths funding)	23,777	-	-	-	-	2,001	1,819	55	10,848	38,500
Total Finance Department	386,785	2,793	-	2,000	10,800	71,244	30,782	921	69,416	574,741
General Fund-General Government										
Multi-Task Clerical Specialist	43,993	836	-	-	-	3,773	3,429	103	9,487	61,622
Multi-Task Clerical Specialist	46,193	878	-	-	-	3,962	3,601	108	9,649	64,390
Administrative Aide	39,784	756	-	-	-	3,412	3,101	93	9,551	56,699
PT-Office Clerk	13,095	249	-	-	-	1,109	1,021	31	-	15,504
Total General Government	143,064	2,718	-	-	-	12,257	11,152	335	28,687	198,215
General Fund-Police Department										
Exec Assist to the Chief of Police	88,194	1,676	-	1,000	-	7,649	6,952	209	22,159	127,839
Dispatch Supervisor	71,660	1,362	-	1,000	-	9,993	5,663	170	9,727	99,574
Dispatcher	41,898	796	1,676	-	-	3,735	3,394	102	9,611	61,212
Dispatcher	53,473	1,016	2,139	1,000	-	4,851	4,409	133	17,510	84,531
Dispatcher	41,898	796	1,676	-	4,800	4,139	3,761	113	687	57,870
Dispatcher	41,898	796	-	300	-	3,619	3,289	99	14,732	64,733
PSA	43,343	824	1,734	-	-	3,864	3,511	106	9,612	62,992
Records Clerk	46,299	880	-	1,000	-	4,055	3,686	111	14,473	70,503
Code Enforcement Supervisor	72,077	-	-	-	-	6,067	5,514	4,656	14,820	103,133
Code Enforcement Officer	69,977	1,330	-	300	-	6,028	5,478	4,626	18,055	105,793
PT Accreditation Manager	60,000	190	-	-	-	5,066	4,605	138	-	69,999
School Crossing Guard	23,711	451	-	-	-	2,034	1,848	1,024	-	29,068
Total Non-Sworn Officers	654,426	10,115	7,224	4,600	4,800	61,099	52,109	11,487	131,387	937,248
Sub-Total	1,671,043	21,792	7,224	6,600	53,600	261,603	134,660	14,001	286,793	2,457,316

TOTAL PAYROLL COST FY 2020

Occupation	Proposed Earnings	INCENTIVE	MERIT/STEP INCREASE	Shift Diff	LON	Add'l Benefits	RET	FICA	W/COMP	Insurance	Employee Total
General Fund-Police Department											
Chief of Police	118,289	2,247	3,616	-	300	6,622	32,358	9,888	5,480	1,522	180,324
Deputy Chief	114,997	2,185	3,515	-	-	6,080	31,418	9,601	5,321	1,090	174,207
Lieutenant	110,633	2,102	-	-	1,000	1,280	28,473	8,701	4,822	10,282	167,293
Lieutenant	110,633	2,102	-	-	1,000	680	28,473	8,701	4,822	22,416	178,827
Sergeant	95,560	1,816	-	643	1,000	1,760	24,789	7,575	4,198	22,394	159,734
Sergeant	95,560	1,816	-	643	1,000	1,400	24,789	7,575	4,198	22,517	159,498
Sergeant	91,009	1,729	4,173	3,710	1,000	6,080	26,643	8,141	4,512	1,817	148,814
Detective	86,952	1,652	-	-	1,000	800	22,432	6,855	3,799	22,283	145,774
Detective	86,952	1,652	-	-	1,000	800	22,432	6,855	3,799	22,283	145,774
Detective	77,300	1,469	3,545	-	300	2,000	20,682	6,320	3,503	22,193	137,311
Corporal	85,296	1,621	-	3,477	1,000	680	22,880	6,992	3,875	15,494	141,314
Corporal	85,296	1,621	-	574	1,000	1,640	22,154	6,770	3,752	15,003	137,809
Corporal	85,296	1,621	-	3,477	1,000	1,760	22,880	6,992	3,875	15,303	142,203
Patrol Officer	86,538	1,644	-	3,527	1,000	440	23,210	7,092	3,931	17,953	145,336
Patrol Officer	82,812	1,573	-	3,375	1,000	5,000	23,423	7,157	3,967	2,047	130,355
Patrol Officer	82,812	1,573	-	-	1,000	1,760	21,376	6,532	3,620	10,549	129,223
Patrol Officer	82,812	1,573	-	557	1,000	6,560	7,144	6,942	3,847	1,498	111,933
Patrol Officer	82,812	1,573	-	3,375	1,000	1,400	22,221	6,790	3,763	22,283	145,219
Patrol Officer	82,812	1,573	-	557	1,000	1,400	21,516	6,575	3,644	10,147	129,223
Patrol Officer	56,551	1,074	2,593	380	-	920	15,171	4,636	2,569	22,257	106,152
Patrol Officer	68,065	1,293	3,121	2,774	300	1,640	18,915	5,780	3,203	21,794	126,885
Patrol Officer	65,447	1,243	3,001	2,668	300	1,040	18,190	5,558	3,081	10,050	110,579
Patrol Officer	62,930	1,196	2,886	423	-	560	16,882	5,159	2,859	10,050	102,944
Patrol Officer	62,930	1,196	2,886	2,565	1,000	200	17,669	5,399	2,992	10,656	107,492
Patrol Officer	60,510	1,150	2,775	2,466	300	1,160	16,824	5,141	2,849	15,410	108,584
Patrol Officer	56,551	537	2,569	-	-	1,760	14,935	4,564	2,529	10,508	93,954
Patrol Officer	56,551	537	2,569	2,284	-	1,160	15,507	4,738	2,626	9,924	95,896
Patrol Officer	58,247	-	2,621	384	300	1,160	15,410	4,709	2,610	10,110	95,551
PT Patrol Officer	45,000	-	2,025	-	-	-	11,773	3,597	1,994	-	64,389
PT Patrol Officer	43,428	825	1,991	-	-	-	11,577	3,538	1,961	-	63,320
PT Patrol Officer	39,026	741	1,790	-	-	-	10,404	3,179	1,762	-	56,902
PT Officer-Freeze Position	-	-	-	-	-	-	-	-	-	-	-
Total Sworn-Officers	2,419,607	42,936	45,676	37,859	18,800	57,742	632,552	198,049	109,768	379,830	3,942,820
General Fund-Recreation & Human Services Department											
Communications & Special Events Coordinator	72,100	171	-	-	-	-	6,083	5,529	166	9,974	94,023
Total Recreation Dept.	72,100	171	-	-	-	-	6,083	5,529	166	9,974	94,023
Building Fund											
Chief Building Official	7,200	-	-	-	-	-	-	551	315	-	8,066
B&Z Permit Clerk	58,954	1,120	-	-	500	200	5,116	4,649	138	14,738	85,415
Total Building Dept.	66,154	1,120	-	-	500	200	5,116	5,200	453	14,738	93,481
Sub-total	2,557,861	44,228	45,676	37,859	19,300	57,942	643,751	208,778	110,388	404,542	4,130,324

TOTAL PAYROLL COST FY 2020

Occupation	Proposed Earnings	COLA/INCENTIVE	MERIT/STEP INCREASE	Shift Diff	LON	Add'l Benefits	RET	FICA	W/Comp	Insurance	Employee Total
Street Maintenance Fund											
Maintenance UT Worker	46,192	878	-	-	-	200	3,979	3,616	5,980	9,649	70,493
Maintenance UT Worker	38,003	722	-	-	-	200	3,276	2,978	4,924	9,577	59,680
Total Street Maintenance	84,195	1,600	-	-	-	400	7,255	6,594	10,904	19,226	130,173
After School & Summer Program											
Program Director	53,577	-	-	-	-	4,800	4,914	4,466	273	-	68,030
Clerical Admin & Activity Coord.	20,828	-	-	-	-	-	1,753	1,593	106	-	24,281
ESE Coordinator	18,223	-	-	-	-	-	1,534	1,394	93	-	21,244
Activity Coordinator 1	15,620	-	-	-	-	-	1,315	1,195	80	-	18,209
Activity Coordinator 2	15,620	-	-	-	-	-	1,315	1,195	80	-	18,209
Summer Science Teacher	4,437	-	-	-	-	-	373	339	23	-	5,173
Summer Activity Coordinator	3,656	-	-	-	-	-	308	280	19	-	4,262
Total After School & Summer Program	131,961	-	-	-	-	4,800	11,820	10,462	673	-	159,408
Transportation Fund											
PT Bus Driver	31,826	605	-	-	-	-	2,730	2,481	1,836	-	39,477
PT Bus Driver	30,892	587	-	-	-	-	2,650	2,408	1,782	-	38,318
Total Transportation Fund	62,717	1,192	-	-	-	-	5,380	4,889	3,617	-	77,795
Utilities Administration											
Public Works Director	130,298	2,476	-	-	-	8,400	35,396	10,800	305	1,175	188,849
Engineering Operations Manager-V	95,000	-	-	-	-	-	7,997	7,268	240	21,755	132,260
Public Works Superintendent	70,677	1,343	-	-	-	5,000	6,483	5,892	166	889	90,449
Front Desk Services Supervisor	69,144	1,314	-	-	1,000	200	9,674	5,482	162	9,666	96,641
Janitorial Services	28,930	550	-	-	-	-	2,481	2,255	1,415	-	35,631
Total Utilities Administration	394,048	5,682	-	-	1,000	13,600	62,031	31,696	2,288	33,485	543,830
Water Department											
Water UT Worker	41,884	-	-	-	-	200	3,542	3,219	2,002	21,636	72,484
Total Water Department	41,884	-	-	-	-	200	3,542	3,219	2,002	21,636	72,484
Sewer Department											
Sewer UT Worker	60,099	1,142	-	-	1,000	200	5,256	4,777	2,927	10,013	85,414
Sewer UT Worker	56,147	1,067	-	-	1,000	200	4,856	4,469	2,735	17,845	88,318
Total Sewer Department	116,246	2,209	-	-	2,000	400	10,112	9,245	5,662	27,858	173,732
Sanitation Department											
Sanitation UT Worker	49,497	940	-	-	1,000	200	6,870	3,950	4,504	9,630	76,591
Sanitation UT Worker	48,502	922	-	-	1,000	200	4,261	3,873	4,414	9,600	72,771
Sanitation Truck Driver	43,993	836	-	-	1,000	200	3,874	3,521	4,003	9,991	67,418
Sanitation Truck Driver	41,898	796	-	-	1,000	200	3,695	3,358	3,813	9,514	64,273
Total Sanitation Department	183,889	3,494	-	-	4,000	800	18,700	14,702	16,733	38,734	281,053
StormWater Department											
Vacant-Maintenance Worker	41,600	-	-	-	-	200	3,519	3,198	5,816	21,824	76,157
Total StormWater Department	41,600	-	-	-	-	200	3,519	3,198	5,816	21,824	76,157
Sub-Total	1,056,541	14,176	-	-	7,000	20,400	122,358	84,006	47,696	162,764	1,514,633
Grand Total	5,285,445	80,195	45,676	45,083	32,900	131,942	1,027,404	427,444	172,086	854,099	8,102,273
*Retirement includes: FRS General 8.47% FRS Department Head 25.41% FRS Police 25.48% ICMA REG 13.50%											
*Additional Benefits Include: Car Allowance, Health Benefit, Educational Incentive, Clothing Allowance											
*Unemployment Compensation and Overtime are not included in this chart.											

VILLAGE MANAGER MESSAGE

September 21, 2019

Honorable Mayor, Vice Mayor and Village Commissioners:

I am pleased to present for your consideration the North Bay Village Fiscal Year 2020 Proposed Budget. This budget meets the requirements of State Law and represents an effort to deliver the required services, equipment, improvements and infrastructure systems under sound principles. This has been a collaborative effort between Staff, the Commission, and feedback from residents and other experts on the various issues that will likely affect our community during the next fiscal year.

Staff and I are working diligently to enhance services while minimizing the financial impact on our Village taxpayers. The FY 2020 budget achieves these goals with a slight annual tax decrease of approximately \$ 2.00 on a property assessed at \$100,000.

The Commission held two public meetings to discuss the proposed budget and solicit community feedback. The budget workshop on July 9, 2019 and the First Budget Hearing was presented on September 12, 2019, where the Commission adopted a tentative millage rate of 5.4992 mills and a debt service millage rate at 0.6187 mills to fully fund the FY 2020 general fund budget. It is important to note that property values have improved, albeit modestly, over the past year. The overall property assessment is now about 1%, or \$11 million, over the prior year's final gross taxable value.

The FY 2020 General Fund revenue and transfers are proposed at \$9,544,458 as compared to the FY 2019 adopted budget of \$9,117,965.

The Village has substantially completed several infrastructure projects including sewer, water, and stormwater repairs. However, the following are the major tasks the Village is undertaking during FY 2020:

1. The Public Works Department will continue with the completion of remaining major infrastructure repairs and upgrades to the Village's sewer pump station system. These are funded primarily through the State Revolving Loan Program (SRLP).
2. The Village has received additional funding through a State grant and user fees to begin Stormwater infrastructure improvements on North Bay Island.
3. The Village will undergo a complete repaving of all Village streets in FY 2020. The project, which recently began initial design in FY 2019, is anticipated to be completed by the summer of 2020.
4. With the guidance of the Mayor and Commission, the Village continues to demonstrate our commitment to our youth by enhancing the development of educational and recreational projects. This includes supporting the

International Baccalaureate (IB) Program, increasing Village contributions to Treasure Island Elementary School (TIES), adding community events, continuing scholarship programs, and increasing funding for after-school recreational programs.

5. Continuing with the design and development of a Public Safety or Municipal Complex. Miami-Dade County will contribute all costs associated with the construction of the Fire Rescue portion of the building. Any continued delays in its development may result in the County withdrawing funding and removing the fire station from the vicinity of the Village. Our Village Hall and Police Department currently lease space at an annual cost of \$324,823. Development of this complex should result in a yearly lease reduction for the Village and a long-term solution to our need for additional space.
6. The Village is working to make improvements to park signage, landscaping, and pavilion repairs. Improvements to the Village parks are typically funded through grants and impact fees.
7. We are currently working with Miami-Dade County Public Schools to develop a new community park surrounding TIES.
8. We are continuing with the development of the plans and specifications for the Island Walk project, formerly known as the Baywalk and Boardwalk project.

Village Staff has taken on the challenge to improve efficiencies and effectiveness on various initiatives to improve services for our community, including but not limited to:

Youth Services:

The Children's Trust granted the Village funding for the After-School Program and Summer Camp at TIES. This program has been a huge success and has been approved for the next four years. The Police Department will enhance the existing resources of the TIES summer program with elements of the NBV Youth Summer Program to enhance the summer experience for our youth.

Personnel Programs:

Village staff has begun reviewing and assessing all Village-wide personnel policies and procedures. In addition, the Village's compensation plan is being evaluated to ensure that our positions remain competitive in order to attract and retain a quality workforce. The Village currently has two bargaining units that represent approximately half of the existing workforce. Both collective bargaining agreements are set to expire on September 30, 2019. Negotiations with the Fraternal Order of Police have already been initiated in order to obtain a successor collective bargaining agreement.

With the completion of the Alvarez & Marsal Organizational Assessment Report, adopted by the Village Commission in May 2019, several personnel changes are identified in the budget. These changes include:

- Eliminating the Human Resources Coordinator position and replacing it with a Human Resources Director position
- Reclassifying the Executive Assistant to Village Manager & Commission position to Chief of Staff to the Village Manager
- Adding a Deputy Village Clerk position
- Eliminating the Finance Director position and replacing it with a Chief Financial Officer (CFO) position
- Reassigning the Procurement Manager from the General Government Department to the Finance Department
- Reassigning the Records Clerk from the Village Clerk Department to the Police Department
- Eliminating the Accreditation Consultant and replacing it with a part-time Accreditation Manager in the Police Department
- Eliminating one (1) Code Enforcement Officer position
- Freezing one (1) Police Dispatcher position
- Freezing one (1) part-time Police Officer Position
- Adding one (1) full-time Deputy Chief of Police

Other Funds:

The Utility Fund in FY 2018 and FY 2019 included several capital projects, with the majority of these projects being completed. In those years, the Village made extensive repairs to the existing water and sewer systems. In FY 2015, the Village applied for and received three loan commitments from the Florida Department of Environmental Protection for upgrades and repairs to the Village's water and sewer systems. The Utility projects are now substantially completed. This also includes the rehabilitation of stormwater outfall pipes.

Police:

In the past four annual budgets, some of the Police Department expenses have been paid utilizing State and Federal forfeiture funds. Currently, the shared revenue from these sources is not as large as in past years. The remaining forfeiture funds will be

utilized as efficiently as possible; however, in the future, some of the expenses may have to be absorbed back into the General Fund.

Recently, the Village's Police Department moved the completion of the Florida Accreditation process in-house to accelerate the process and reach our desired benchmarks with Professionalism, Accountability, and Transparency.

Transportation:

The Transportation Fund was established to account for the revenues and expenditures for the Citizens' Independent Transportation Trust (CITT) Surtax monies the Village currently receives from CITT. The transit and transportation needs of the Village will continue to support our new on-demand service and planned Downtown Express route from the Village to the Omni Metrorail Terminal. With the water and sewer projects substantially completed, the Village will be able to utilize a portion of the CITT funds for the repaving of Village streets. The Local Option Gas Tax that is levied on gasoline and diesel sales is collected and distributed by the State of Florida. These monies must also be used like the CITT funds, for transportation needs of the Village, and are accounted for in the Streets Fund.

Debt Service:

The Debt Service Fund was established to account for the General Obligation (GO) Ad Valorem tax revenues and the principal and interest payments on the Village's two (2) General Obligation bonds. The FY 2019 millage rate was 0.6263 mills, which allowed the Village to fully fund this Debt Service Trust Fund. The amount required to fund the FY 2020 debt service is \$ 641,409. This will require a millage of 0.6187 to fund the FY 2020 GO Bond debt service, which equates to a -0.0076 mill decrease. In April 2018, the Village purchased the property located at 1335 Kennedy Causeway, formerly known as Sakura Restaurant. The Village is no longer collecting an annual rental fee for the parking lot, and can no longer offset the debt payment on the bank loan used to purchase the property, resulting in an increase to the millage rate for FY 2020.

Proposed Budget:

The Proposed FY 2020 General Fund, Utility Fund, Special Revenue Funds, and Capital Funds budgets are respectfully submitted to the Commission.

The FY 2020 General Fund budget is funded with the proposed operating millage rate of 5.4992 mills and the Village's FY 2020 General Fund proposed expenditures include \$9,146,277, transfers of \$323,336 and an additional amount of \$73,142 for reserves, to cover employees accrued liability costs. Totals \$9,544,458 for all General Fund operating expenditures. The voter-approved debt service to fully fund the GO debt service for FY 2020 is 0.6187 mills. The overall proposed total millage went from 6.1463 to 6.1179 resulting in a decrease of -0.0284 mills.

Budget Changes:

The millage rate being proposed for the final budget hearing is the same millage that was tentatively adopted in the first budget hearing 5.4992.

The budget presentation includes a reduction in the Cost of Living Adjustments (COLA) and revisions in the Recreation Department and Utility fund:

- COLA was reduced from 3% to 1.9% consistent with Consumer Price Index (CPI). This represents an operating budget decrease of \$44,952.
- We are proposing to revise the current COLA to reflect that employees hired after April 1st will receive the COLA on their anniversary date in FY 2020. The amount of decrease in the proposed operating budget is \$7,990. This includes 5 non-union employees and 2 union employees.
- Veterans Day parade was eliminated by reducing \$1,300
- Contract Service Holiday Lighting added back \$23,000
- Fireworks line item was removed for \$15,000
- A new Engineering Operations Manager position was added in the Utilities Department. This increase does not affect the millage rate, but it will increase the expenses in the Enterprise Fund.

Conclusion:

The 2020 Fiscal Year Budget is a financial plan which will continue to provide our residents, families, and guests with high quality municipal services. Our programs, special events, and safety enhance life in our Village. The budget also provides the required resources for us to complete all the great parks, facilities, infrastructure, and other amenities that make our community so desirable.

Once again I would like to say thank you to our Mayor, Vice Mayor, and Commissioners for their vision and direction throughout this process and all the hard work of our Department Heads and staff. With the effective work of our Finance Department and that of each Department, the Village is operating with a clear plan of maintaining fiscal strength and stability. This Budget will enable North Bay Village to continue to be a thriving and safe community that cherishes its location, unites in its diversity, and evolves to meet the continuous challenges that success brings.

Respectfully Submitted,

Ralph Rosado, Ph.D., AICP
Village Manager

FINANCIAL POLICIES AND PROCEDURES

Debt Service

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

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

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

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

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

IV. Debt Management Policy

Debt Limits

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

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

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

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

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

Independent audits

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

Annual Budget Policies and Procedures

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

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

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

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

I. Balanced Budget

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

II. Budget Adoption

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

III. Specific Appropriation

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

IV. Budget Amendments

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

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

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

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

V. Budget Basis

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

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

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

Enterprise Funds

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

Investment Policy

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

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

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

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

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

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

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

Annual Investment Policy Review

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

Fund Balance/Retained Earnings Reserves

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

Revenue Policies

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

Budget Calendar Fiscal Year 2020

NOV 1	Distribute monthly budget reports to departments every 1st of the month
MAY 18-25	Village Manager and Department Heads finalize proposed changes for the Budget
JUNE 1-12	Village Manager and Finance finalize proposed budget changes
JUNE 6	Review final proposed changes with department heads
JUNE 20	Village Commission holds a workshop on the proposed budget FY 2021 changes from the FY 2020 budget.
JULY 1	DR-420 Form received from County Property Appraiser
JULY 24	Proposed budget submitted to Village Commission
JULY 27	School Board First Budget Public Hearing and Tentative Adoption of FY 2021 Millage Levy and Annual Budget
JULY 13	North Bay Village's special budget meeting on preliminary FY 2021 budget and a regular Commission meeting to consider and adopt the Tentative Millage rate and set the Public Hearing dates and time
AUGUST 4	Final submission of DR-420 forms to County Property Appraiser a. Submit tentative millage rate b. Submit the current roll back rate c. Submit time, date and place of public hearings
SEPTEMBER 4	County first budget hearing
SEPTEMBER 7	School Board Final Budget Public Hearing and Adoption of FY 2020 Millage Levy and Annual Budget
SEPTEMBER 10	North Bay Village's first public hearing on the proposed millage tax rate, FY 2020 budget. Adopt tentative Millage Rates and tentative budget
SEPTEMBER 18	County final budget hearing
SEPTEMBER 24	North Bay Village's final public hearing on the final millage tax rate and adoption of the FY 2020 budget
OCTOBER 1, 2020	FY 2021 Annual budget starts



CERTIFICATION OF FINAL TAXABLE VALUE

Reset Form

Print Form

DR-422
R. 5/13
Rule 12D-16.002
Florida Administrative Code
Effective 5/13
Provisional

Year: 2019	County: MIAMI-DADE	Is VAB still in session? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Principal Authority: NORTH BAY VILLAGE		Check type: <input type="checkbox"/> School District <input type="checkbox"/> County <input checked="" type="checkbox"/> Municipality <input type="checkbox"/> Independent Special District <input type="checkbox"/> Water Management District
Taxing Authority: CITY OF NORTH BAY VILLAGE		Check type: <input checked="" type="checkbox"/> Principal Authority <input type="checkbox"/> MSTU <input type="checkbox"/> Dependent Special District <input type="checkbox"/> Water Management District Basin

SECTION I : COMPLETED BY PROPERTY APPRAISER

1. Current year gross taxable value from Line 4, Form DR-420	\$	1,091,206,289	(1)
2. Final current year gross taxable value from Form DR-403 Series	\$	1,090,094,727	(2)
3. Percentage of change in taxable value <i>(Line 2 divided by Line 1, minus 1, multiplied by 100)</i>		-0.10 %	(3)

The taxing authority must complete this form and return it to the property appraiser by 4:00 PM time on 10/7/2019 date.

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:	10/3/2019 12:21 PM

SECTION II : COMPLETED BY TAXING AUTHORITY

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

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

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

4a. County or municipal principal taxing authority	5.4992	per \$1,000	(4a)
4b. Dependent special district	0.0000	per \$1,000	(4b)
4c. Municipal service taxing unit (MSTU)	0.0000	per \$1,000	(4c)
4d. Independent Special District	0.0000	per \$1,000	(4d)
4e. School district	Required Local Effort	0.0000	per \$1,000 (4e)
	Capital Outlay	0.0000	per \$1,000
	Discretionary Operating	0.0000	per \$1,000
	Discretionary Capital Improvement	0.0000	per \$1,000
	Additional Voted Millage	0.0000	per \$1,000
4f. Water management district	District Levy	0.0000	per \$1,000 (4f)
	Basin	0.0000	per \$1,000

Are you going to adjust adopted millage ?	<input type="checkbox"/> YES	<input type="checkbox"/> NO	If No, STOP HERE, Sign and Submit.
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Continued on page 2

Taxing Authority :		DR-422 R. 5/13 Page 2
COUNTIES, MUNICIPALITIES, SCHOOLS, and WATER MANAGEMENT DISTRICTS may adjust the non-voted millage rate only if the percentage on Line 3 is greater than plus or minus 1% . (s. 200.065(6), F.S.)		
5.	Unadjusted gross ad valorem proceeds <i>(Line 1 multiplied by Line 4a, 4e, or 4f as applicable, divided by 1,000)</i>	\$ 0 (5)
6.	Adjusted millage rate (Only if Line 3 is greater than plus or minus 1%) <i>(Line 5 divided by Line 2 multiplied by 1,000)</i>	0.0000 per \$1000 (6)
MSTUs, DEPENDENT SPECIAL DISTRICTS , and INDEPENDENT SPECIAL DISTRICTS may adjust the non-voted millage rate only if the percentage on Line 3 is greater than plus or minus 3% (s. 200.065(6), F.S.)		
7.	Unadjusted gross ad valorem proceeds <i>(Line 1 multiplied by Line 4b, 4c, or 4d as applicable, divided by 1,000)</i>	\$ 0 (7)
8.	Adjusted Millage rate (Only if Line 3 is greater than plus or minus 3%) <i>(Line 7 divided by Line 2, multiplied by 1,000)</i>	0.0000 per \$1000 (8)
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 :	
	Electronically Certified by Taxing Authority	
	Date :	
	10/7/2019 4:36 PM	
Title : RALPH ROSADO VILLAGE MANAGER		Contact Name and Contact Title : SANDRA SIEFKEN, ACTING CFO
Mailing Address : 1666 KENNEDY CAUSEWAY		Physical Address : 1666 KENNEDY CAUSEWAY
City, State, Zip : NORTH BAY VILLAGE, FL 33141		Phone Number : 305/756-7171
		Fax Number : 305/756-7722

INSTRUCTIONS

SECTION I: Property Appraiser

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

SECTION II: Taxing Authority

1. Complete Section II and sign.
2. Return the original to the property appraiser.
3. Keep a copy for your records.
4. Send a copy to the tax collector.
5. Send a copy with the DR-487, Certification of Compliance, to the Department of Revenue at the address below. Send separately if the DR-487 was previously sent to the Department.
Florida Department of Revenue
Property Tax Oversight - TRIM Section
P. O. Box 3000
Tallahassee, Florida 32315 - 3000

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

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

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

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

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

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



CERTIFICATION OF VOTED DEBT MILLAGE

Reset Form

Print Form

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

Year: 2019	County: MIAMI-DADE
Principal Authority: NORTH BAY VILLAGE	Taxing Authority: CITY OF NORTH BAY VILLAGE
Levy Description: VOTED DEBT	

SECTION I: COMPLETED BY PROPERTY APPRAISER

1.	Current year taxable value of real property for operating purposes	\$ 1,061,775,829	(1)
2.	Current year taxable value of personal property for operating purposes	\$ 29,430,460	(2)
3.	Current year taxable value of centrally assessed property for operating purposes	\$ 0	(3)
4.	Current year gross taxable value for operating purposes <i>(Line 1 plus Line 2 plus Line 3)</i>	\$ 1,091,206,289	(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:	7/1/2019 12:51 PM

SECTION II: COMPLETED BY TAXING AUTHORITY

5.	Current year proposed voted debt millage rate	0.6187	per \$1,000 (5)
6.	Current year proposed millage voted for 2 years or less under s. 9(b) Article VII, State Constitution	0.0000	per \$1,000 (6)

S I G N H E R E	Taxing Authority Certification	I certify the proposed millages and rates are correct to the best of my knowledge.		
	Signature of Chief Administrative Officer:			Date:
	Title: RALPH ROSADO VILLAGE MANAGER	Contact Name and Contact Title: BERT WRAINS, , FINANCE DIRECTOR		
	Mailing Address: 1666 KENNEDY CAUSEWAY	Physical Address: 1666 KENNEDY CAUSEWAY		
	City, State, Zip: NORTH BAY VILLAGE, FL 33141	Phone Number: 305/756-7171	Fax Number: 305/756-7722	

INSTRUCTIONS

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

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

Section I: Property Appraiser

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

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

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

Section II: Taxing Authority

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

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

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

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

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

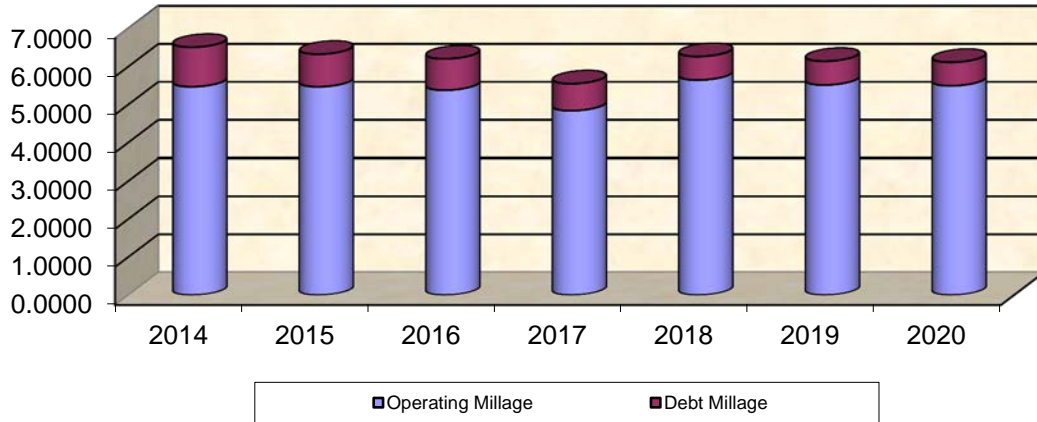
All TRIM forms for taxing authorities are available on our website at <http://dor.myflorida.com/dor/property/trim>

TAX RATE COMPARISON

TAX RATE COMPARISON				TAX ROLL COMPARISON	
Fiscal Year	General Fund	Debt Service	TOTAL	Fiscal Year	Taxable Value
1992	4.9900	0.7960	5.7860	1992	\$ 201,500,493
1993	5.4000	0.6800	6.0800	1993	\$ 200,341,476
1994	5.6200	0.6700	6.2900	1994	\$ 197,467,210
1995	5.1120	0.6310	5.7430	1995	\$ 205,281,409
1996	5.0730	0.6410	5.7140	1996	\$ 209,085,760
1997	5.1190	0.6540	5.7730	1997	\$ 212,927,190
1998	4.8870	0.6260	5.5130	1998	\$ 221,773,650
1999	4.8870	0.6172	5.5042	1999	\$ 227,572,848
2000	4.8870	0.5680	5.4550	2000	\$ 240,381,315
2001	5.2300	0.5538	5.7838	2001	\$ 248,830,321
2002	5.7642	0.5169	6.2811	2002	\$ 253,254,682
2003	5.7642	0.4481	6.2123	2003	\$ 293,815,457
2004	5.8094	0.4029	6.2123	2004	\$ 324,965,284
2005	5.9250	0.2873	6.2123	2005	\$ 502,503,719
2006	5.9783	0.2340	6.2123	2006	\$ 606,687,342
2007	5.9000	0.1980	6.0980	2007	\$ 726,025,509
2008	4.6697	0.1290	4.7987	2008	\$ 979,310,707
2009	4.6697	0.1290	4.7987	2009	\$ 1,162,487,427
2010	4.2772	0.5215	4.7987	2010	\$ 939,526,353
2011	4.7772	0.5008	5.2780	2011	\$ 691,801,219
2012	4.7772	1.2355	6.0127	2012	\$ 644,791,383
2013	4.7772	1.2355	6.0127	2013	\$ 636,142,982
2014	5.474	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	0.6187	6.1179	2020	\$ 1,091,206,289

AD VALOREM TAX GRAPHS

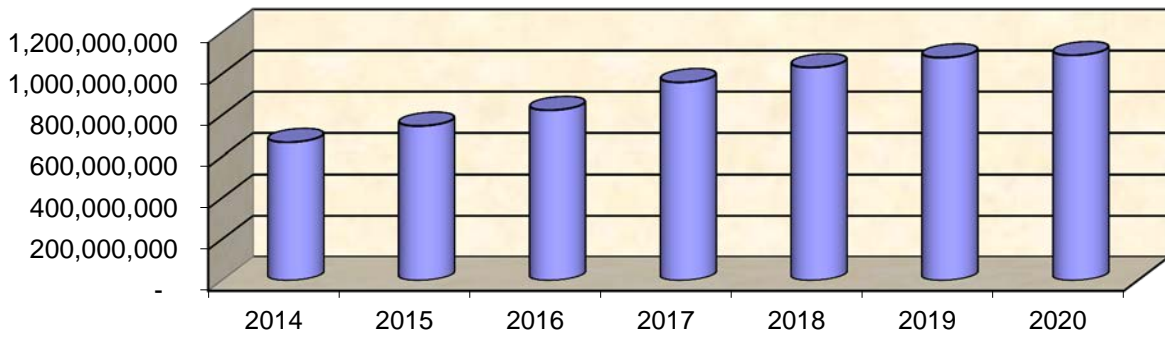
7 Year Tax Rates



	2014	2015	2016	2017	2018	2019	2020
Operating Millage	5.4740	5.4740	5.3834	4.8432	5.6500	5.5200	5.4992
Debt Millage	1.0405	0.8573	0.8254	0.7108	0.6198	0.6263	0.6187
Total Millage	6.5145	6.3313	6.2088	5.5540	6.2698	6.1463	6.1179

7 Year Property Assessments

Assessment



Tax Year	2014	2015	2016	2017	2018	2019	2020
Assessment	669,073,746	747,944,185	824,421,583	959,707,508	1,032,057,949	1,079,858,914	1,091,206,289

PROPERTY TAX IMPACT/AVERAGE HOME

OPERATING MILLAGE RATE (\$) FOR A HOME APPRAISED AT \$300,000		
	ADOPTED FY 2019 MILLAGE RATE AT 5.5200	ADOPTED FY 2020 MILLAGE RATE AT 5.4992
TAXABLE VALUE OF HOME	\$ 300,000	\$ 300,000
DIVIDED BY \$1,000	\$ 300	\$ 300
MULTIPLIED BY MILLAGE RATE	\$ 1,656	\$ 1,650
(DECREASE) / INCREASE MUNICIPAL TAX		\$ (6)

DEBT MILLAGE RATE (\$) FOR A HOME APPRAISED AT \$300,000		
	PROPOSED FY 2019 DEBT MILLAGE RATE 0.6263	ADOPTED FY 2020 DEBT MILLAGE 0.6187
TAXABLE VALUE OF HOME	\$ 300,000	\$ 300,000
DIVIDED BY \$1,000	\$ 300	\$ 300
MULTIPLIED BY MILLAGE RATE	\$ 188	\$ 186
(DECREASE) / INCREASE DEBT MILLAGE		\$ (2)

BUDGET SUMMARY

	GENERAL FUND	BUILDING FEE FUND	STREET MAINTENANCE FUND	AFTER SCHOOL & SUMMER FUND	TRANSPORTATION FUND	CAPITAL FUND	WATER SEWER SANITATION	WATER TRUST	SEWER TRUST	STORM WATER FUND	DEBT SERVICE FUND	TOTAL
TAXES: MILLAGE PER \$1,000												
Ad Valorem Taxes 5.4992	5,700,724											5,700,724
Ad Valorem Taxes 0.6187 (voted debt)											641,409	641,409
Local Option Gas Tax			133,577									133,577
Sur-Tax - Transportation					345,888							345,888
Franchise Fees	407,024											407,024
Utility Tax Revenue	807,000											807,000
License & Permits	100,000	563,981										663,981
Grant/Intergovernmental Revenue	1,039,639		75,483	169,252						200,000		1,484,373
Charges for Services	100,680											100,680
Fine & Forfeitures	147,000				4,000							151,000
Miscellaneous Revenue	126,991		5,032		8,000		51,520					191,543
Debt Proceeds						439,671			1,600,000			2,039,671
Water/Sewer/Sanitation Revenue							5,961,000					5,961,000
Storm Water Fees										121,000		121,000
TOTAL REVENUES	8,429,057	563,981	214,092	169,252	357,888	439,671	6,012,520	0	1,600,000	321,000	641,409	18,748,870
Transfers In	1,090,312	0	318,026	16,291	55,248	0	0	531,456	349,722	0	0	2,361,055
Fund Balances/Reserves/Net Assets	2,675,388	35,333	0	0	1,808,391	976,629	(1,576,798)	0	0	782,453	0	4,701,395
Total Rev., Transfers & Bal	12,194,757	599,314	532,118	185,543	2,221,527	1,416,300	4,435,722	531,456	1,949,722	1,103,453	641,409	25,811,320
EXPENDITURES												
Village Commission Department	78,369											78,369
Village Manager Department	547,290											547,290
Village Clerk Department	234,835											234,835
Finance Department	591,651											591,651
Legal Services Department	310,250											310,250
General Government Department	1,353,086											1,353,086
Police Department	5,573,770											5,573,770
Recreation/Human Services Dept.	456,227											456,227
Building Department		557,781										557,781
Public Works/Maintenance Division			532,118									532,118
After School & Summer				185,543								185,543
Transportation					3,457,585							3,457,585
Capital Projects Fund						1,416,300						1,416,300
Utilities Admin/Water/Sewer/Sanitation							4,475,960					4,475,960
Storm Water										457,857		457,857
Debt Service								531,456	349,722		641,409	1,522,587
Compensated Absences	73,142											73,142
TOTAL EXPENDITURES	9,218,621	557,781	532,118	185,543	3,457,585	1,416,300	4,475,960	531,456	349,722	457,857	641,409	21,824,352
Water Improvement Trust												-
Sewer Improvement Trust									1,600,000			1,600,000
TOTAL CAPITAL IMPROVEMENTS	0	0	0	0	0	0	0	0	1,600,000	0	0	1,600,000
TOTAL EXP & CAP IMPROVEMENTS:	9,218,621	557,781	532,118	185,543	3,457,585	1,416,300	4,475,960	531,456	1,949,722	457,857	641,409	23,424,352
Transfers Out	323,336	32,121	0	0	0	0	1,992,580	0	0	13,017	0	2,361,055
Fund Balances/Reserves/Net Assets	2,652,800	9,412	0	0	(1,236,058)	0	(2,032,819)	0	0	632,579	0	25,914
Total Appropriated Expenditures	12,194,757	599,314	532,118	185,543	2,221,527	1,416,300	4,435,722	531,456	1,949,722	1,103,453	641,409	25,811,320
THE TENTATIVE, ADOPTED AND / OR FINAL BUDGETS ARE ON FILE IN THE OFFICE OF THE ABOVE MENTIONED TAXING AUTHORITY AS A PUBLIC RECORD												

FUND STRUCTURE

Governmental Funds Group – General Fund

General Fund

Building Fund

Street Maintenance Fund

Non-Major Governmental Funds Group – Special Revenue Funds

After School & Summer Fund

Transportation Fund

Governmental Funds Group – Debt Service Fund

Debt Service Fund – Series 2010 and 2010 Refunding Note

Governmental Funds Group – Capital Projects Fund

Capital Projects Fund

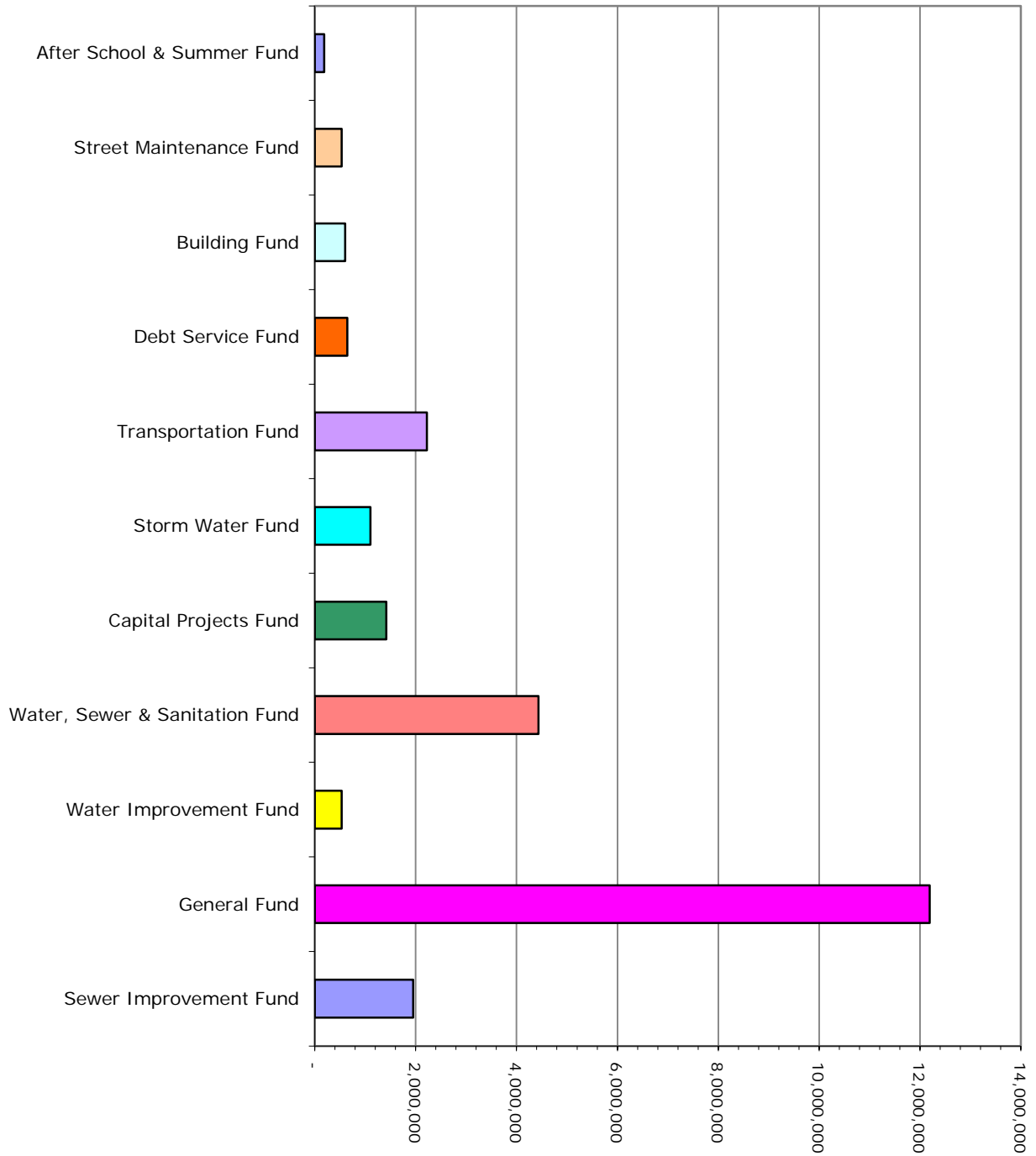
Proprietary Funds Group – Enterprise Funds

Enterprise Fund – Water, Sewer, Sanitation Fund

Water, Sewer & Sanitation Improvements Trust Fund

Enterprise Fund – Storm Water Fund

NORTH BAY VILLAGE
Summary of all Expenditures and Revenues (Balanced Budget)
Fiscal Year 2020



FINANCIAL SUMMARY

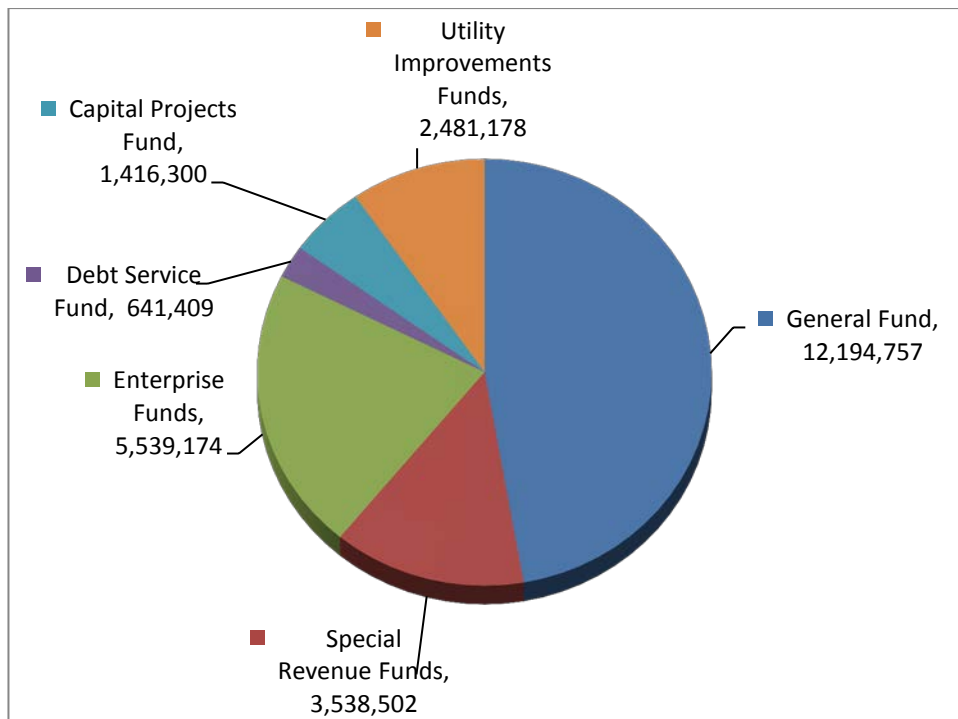
Budget Format

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 2020 budget for North Bay Village totals \$25,811,320 including revenues, expenditures, inter-fund transfers and fund balances.

- General Fund totals \$ 12,194,757
- Building Fee Fund \$ 599,314
- Street Maintenance Fund \$ 532,118
- After School and Summer Fund \$185,543
- Transportation Fund \$ 2,221,527
- Capital Projects Fund Infrastructure \$ 1,416,300
- Enterprise Fund-Water Sewer & Sanitation Utility \$ 4,435,722
- Storm Water Fund \$ 1,103,453
- Water Improvements Trust Fund \$531,456
- Sewer improvements Trust Fund \$ 1,949,722
- Debt Service Fund \$ 641,409
- Debt Service Fund \$ 641,409



Fund Balance

General Fund	FY 2019	FY 2020
Beginning Fund Balance	2,911,460	2,675,388
Total Revenues	8,511,591	8,429,057
Transfer from Utility Fund	896,702	1,090,312
Total Expenditures	(9,346,867)	(9,218,621)
Transfer to Street Maintenance Fund	(229,809)	(251,797)
Transfer to After School & Summer Fund	(12,442)	(16,291)
Transfer to Transportation Fund	(55,248)	(55,248)
Transfer to Capital Fund	0	0
Ending Balance for General Fund	2,675,388	2,652,800
Building Fee Fund		
Beginning Fund Balance	44,469	35,333
Total Revenues	470,504	563,981
Transfer to General Fund	(25,198)	(32,121)
Total Expenditures	(454,442)	(557,781)
Ending Balance for Building Fee Fund	35,333	9,412
Street Maintenance Fund		
Beginning Fund Balance	0	0
Total Revenues	211,764	214,092
Transfer from General Fund	229,809	251,797
Transfer from Utility Fund	52,907	53,212
Transfer from Stormwater Fund	12,659	13,017
Total Expenditures	(507,138)	(532,118)
Ending Balance for Street Maintenance Fund	0	0
After School & Summer Fund		
Beginning Fund Balance	7,197	0
Total Revenues	169,252	169,252
Transfer from General Fund	5,245	16,291
Total Operating Expenditures	(181,694)	(185,543)
Ending Balance for After School & Summer Fund	0	0
Transportation Fund		
Beginning Fund Balance	1,676,595	1,808,391
Total Revenues	330,538	357,888
Transfer from General Fund	55,248	55,248
Total Operating Expenditures	(168,991)	(393,585)
Total Non-Operating Expenditures	(85,000)	(3,064,000)
Ending Balance for Transportation Fund	1,808,391	(1,236,058)
Debt Service Fund		
Beginning Fund Balance	0	0
Total Revenues	704,827	641,409
Total Expenditures	(704,827)	(641,409)
Ending Balance for Debt Service Fund	0	0
Sub-Total Ending Fund Balance	4,519,112	1,426,154

Fund Balance

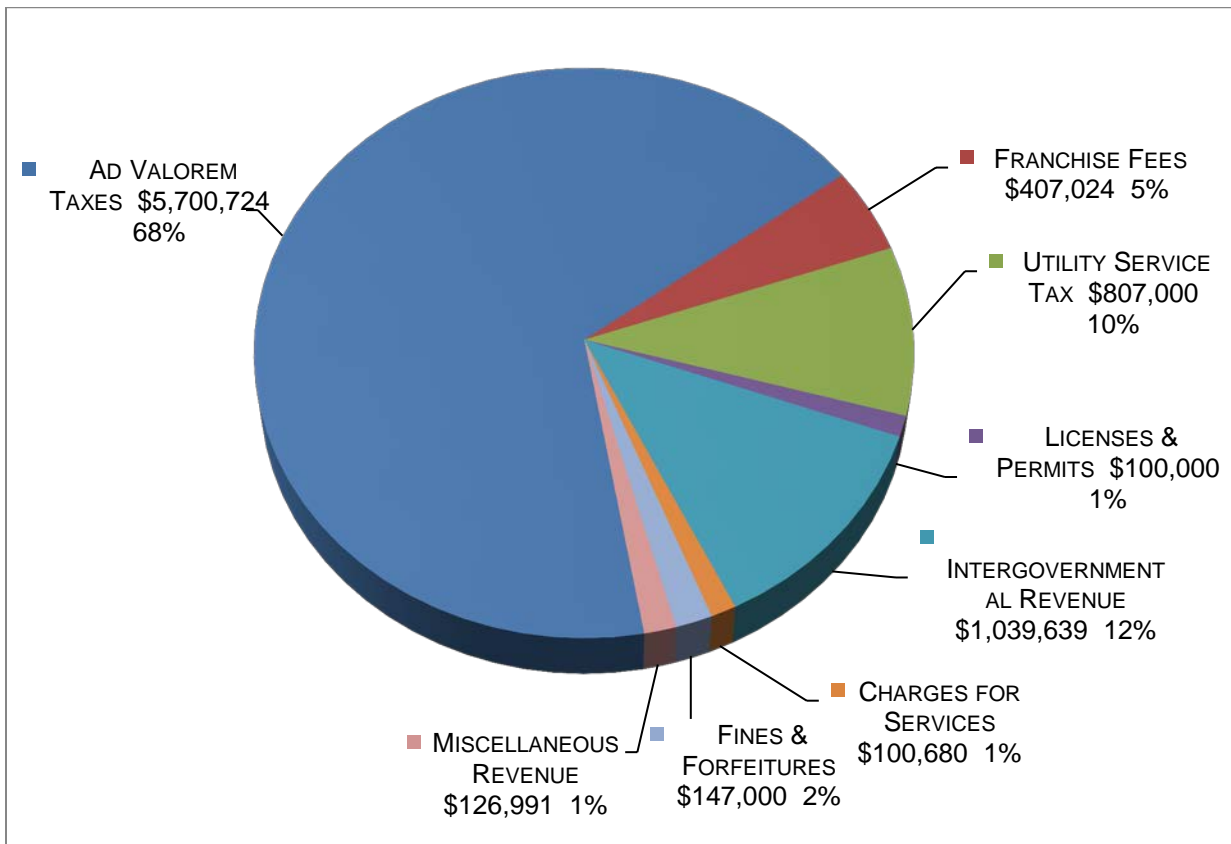
Capital Fund	FY 2019	FY 2020
Beginning Fund Balance	1,157,435	976,629
Total Revenues	200,698	0
Transfer from Debt Service Fund	0	0
Debt Proceeds	0	439,671
Total Operating Expenditures	(381,505)	(1,416,300)
Ending Balance for Capital Fund	976,629	0
Water/Sewer/Sanitation Fund		
Beginning Fund Balance	(1,509,916)	(1,576,798)
Total Revenues	5,763,815	6,012,520
Total Expenditures	(4,025,109)	(4,475,960)
Transfer to General Fund/Street Maintenance	(924,410)	(1,111,402)
Transfer to Water Improvement Trust Fund	(531,456)	(531,456)
Transfer to Sanitation Improvement Trust Fund	0	0
Transfer to Sewer Improvement Trust Fund	(349,722)	(349,722)
Ending Balance for Water/Sewer/Sanitation Fund	(1,576,798)	(2,032,819)
Water Trust Fund		
Beginning Fund Balance		
	-	-
Total Revenues	2,042,753	-
Transfer from Water Operations	531,456	531,456
Total Expenditures	(531,456)	(531,456)
Total Capital Improvement	(2,042,753)	-
Ending Balance for Water Improvements Trust Fund	-	-
Sewer Trust Fund		
Beginning Fund Balance	-	-
Total Revenues	-	1,600,000
Transfer from Sewer Operations	349,722	349,722
Total Expenditures	(349,722)	(349,722)
Total Capital Improvements	-	(1,600,000)
Ending Balance for Sewer Trust Fund	-	-
Stormwater Fund		
Beginning Fund Balance	639,121	782,453
Total Revenues	236,636	321,000
Total Expenditures	(80,645)	(457,857)
Transfer to Street Maintenance Fund	(12,659)	(13,017)
Ending Balance for Stormwater Fund	782,453	632,579
Sub-Total Ending Fund Balance	182,283	(1,400,240)
Total Ending Fund Balance	4,701,395	25,914

Summary of General Fund

General Fund Revenues

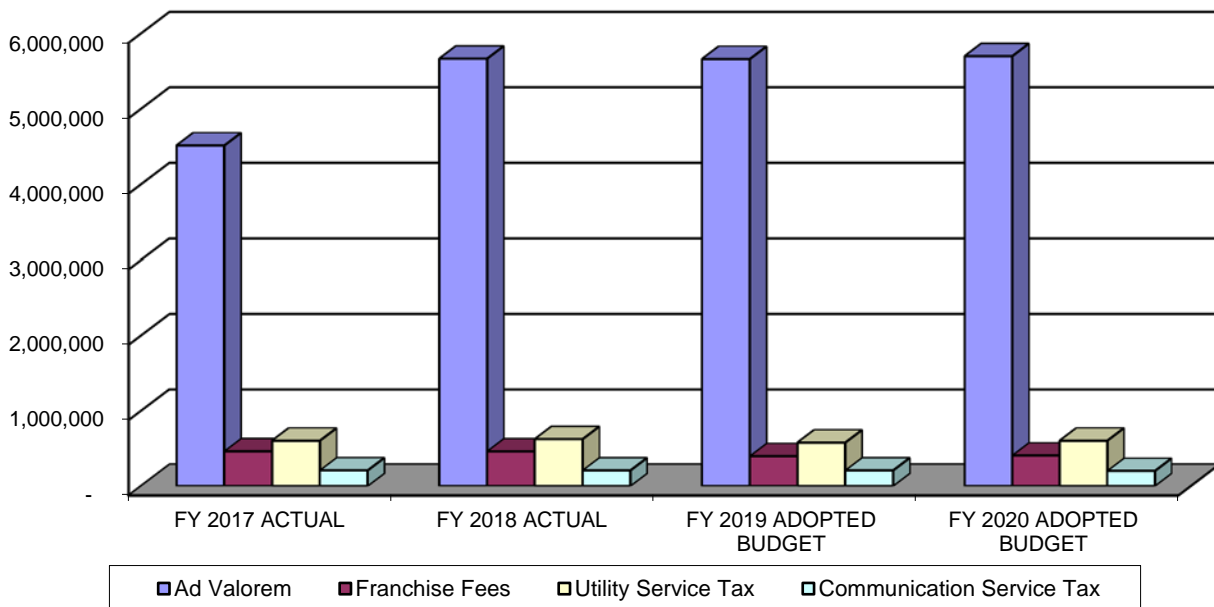
The General Fund is used to account for resources and expenditures that are available for the general operation of the Village government.

The revenues available for allocation in the 2020 Fiscal Year General Fund Budget total \$8,429,057 and represent an increase of \$ 207,794 from last year's budget.



Locally Levied Taxes

This category includes Ad Valorem Taxes, Franchise Fees, Utility Taxes, and the Communications Service Tax. The total revenue amount anticipated from this category is estimated at \$6,914,748. This amount includes \$5,700,724 from Ad Valorem Taxes based on operating millage rate of 5.4992. The Adopted debt millage rate is 0.6187. The Adopted operating millage rate increased by (0.0208) mills, and the debt millage decreased by -0.0076 mills compared to last fiscal year. Ad Valorem Taxes increased \$37,943 from last year, due to an increase in the Adopted millage rate.

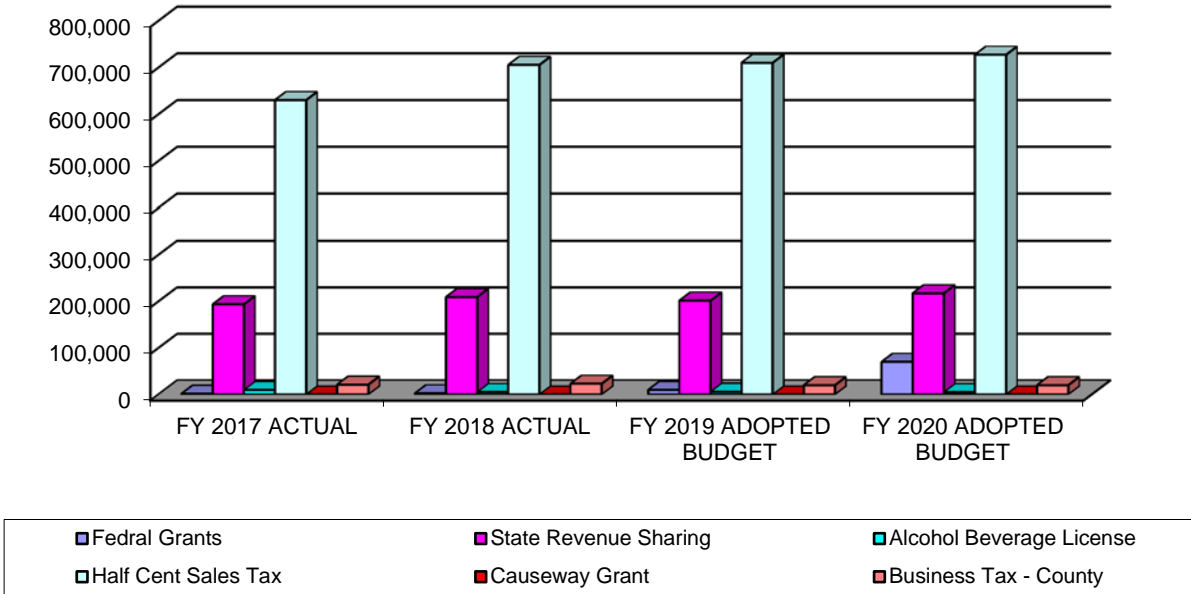


Licenses and Permits

This revenue category represents revenues from Village and County Local Business Tax. Total revenue anticipated to be collected in this category is \$100,000.

Intergovernmental Revenues

Total revenues in this category are projected to reach \$1,039,639 representing an increase of \$91,786 from last year's budget.



Charges for Services

This category is composed of revenues relating to services provided by the Village, such as Record Research Fee, Passport Fees and Advertising Fees. The total revenue anticipated to be collected in this category is \$100,680 representing an increase of \$37,000 from last year's budget.

Fines and Forfeitures

Revenues projected to be available for allocation from this category total \$147,000. This represents an increase of \$25,000 from last year's budget.

Miscellaneous Revenue

Projected revenues are anticipated to reach \$126,991 and are derived from interest earnings on the Village's general fund balance and other miscellaneous revenues that the Village does not account for in other revenue line items. This category reflects a decrease of -\$11,318 from last year's budget.

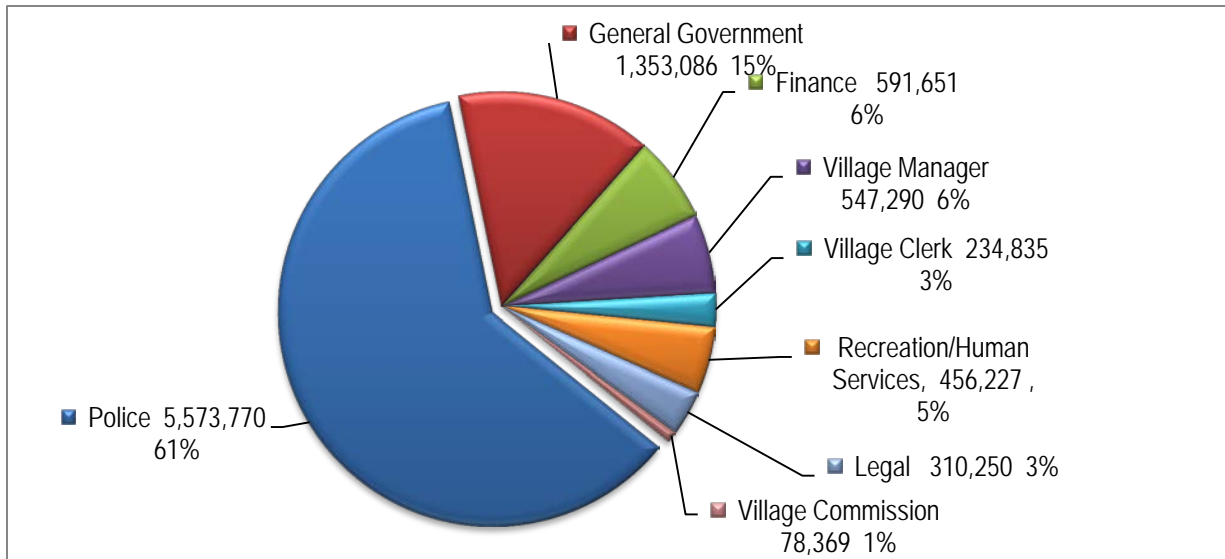
Grants and Other Sources

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

The total revenue from the Children's Trust for the grant is \$169,252 and the Village will match the grant with \$16,291 for FY 2020.

General Fund Expenditures

The Fiscal Year 2020 General Fund operating expenditures total \$9,218,621 and are comprised of the following:



Personnel Services

Personnel Services expenditures reflect the salaries and benefits of full and part time employees of the Village. Personnel Services account for \$6,609,499 or 71.7% of total General Fund Budget. This category reflects an increase of \$480,010 from last year's budget.

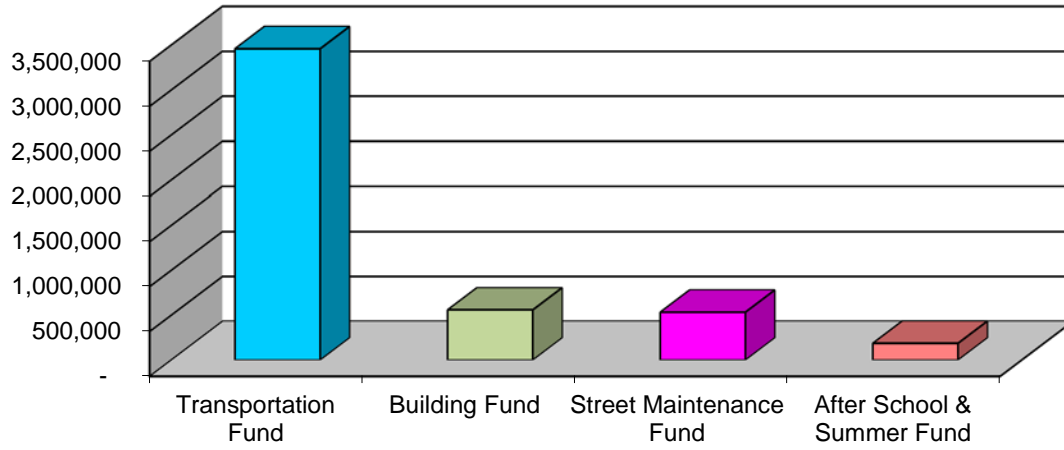
Operating Expenditures

Operating Expenditures represent the general non-personnel services related costs of the Village and at \$2,485,793 represent 27.0% of the General Fund Budget. This category reflects a decrease of -\$109,880 from last year's budget.

Capital Outlay & Other Non-Operating Expenditures

With expenses of \$123,328 Capital Outlay represents 1.3% of the Budget. This category reflects an increase of \$ 51,728 from last year's budget.

SUMMARY OF SPECIAL REVENUE FUNDS



Building Fee Fund

This fund is used to account for restricted revenues and expenses associated with the Building Department. Fiscal Year 2020 expenditures include Contractual Services for the Building Department, Permit Clerk's Salary and other miscellaneous expenditures for office needs. The total revenue anticipated to be collected in this category for FY 2020 is \$599,314 and represents a decrease of -\$113,295 from last year's budget.

Street Maintenance Fund

This fund is used to account for restricted local option gas tax revenues and expenditures which are designated by State Statutes for road maintenance and other related expenses. Fiscal Year 2020 expenditures include repair and maintenance of roads, road drainage, street sweeping, signage and safety, re-striping Village's streets and miscellaneous improvements. Total fund expenditures are \$532,118

Transportation Fund

This fund is used to account for restricted revenues and expenditures associated with a county levied surtax and designated for public transit & transportation purposes. Fiscal Year 2020 expenditures include a total amount of \$ 2,221,527. This represents an increase of \$825,972 from last year's budget.

After School & Summer Program Fund

This fund is used to account for restricted revenues and expenditures associated with the Children's Trust Grant and serving Treasure Island Elementary School. Fiscal Year 2020 revenue & expenditures include a grant in the amount of \$169,252 and an annual match in the amount of \$16,291 which represent an increase of \$ 3,849 from last year's budget.

Capital Projects Fund

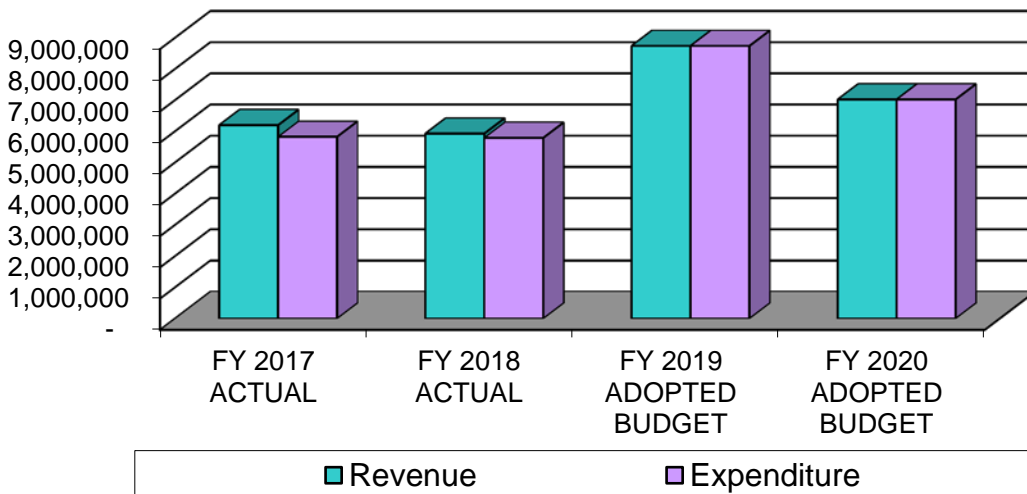
This fund is established to account for restricted funds anticipated from debt proceeds, and grants for the following projects: The budget for Fiscal Year 2020 totals \$1,416,300 and is for new Public Safety/Fire Complex, Baywalk, Boardwalk, a dog park located at old village hall vacant lot and a kayak launch at Vogel Park.

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 2020 Fiscal Year Adopted Budget are \$6,012,520 and represent a decrease of -\$330,380 from last year's budget.

**WATER, SEWER AND SANITATION FUND
COMPARISON OF CURRENT FINANCIAL
RESOURCES AND CURRENT EXPENDITURES
FISCAL YEARS 2016-2020**



Storm Water Fund

This fund is used to account for the revenues and expenditures associated with the provision of Stormwater services to the residents of the Village. The revenues available for allocation in the 2020 Fiscal Year budget are \$ 457,857

BUDGET SUMMARY-UTILITIES FUND & STORM WATER EXPENDITURES

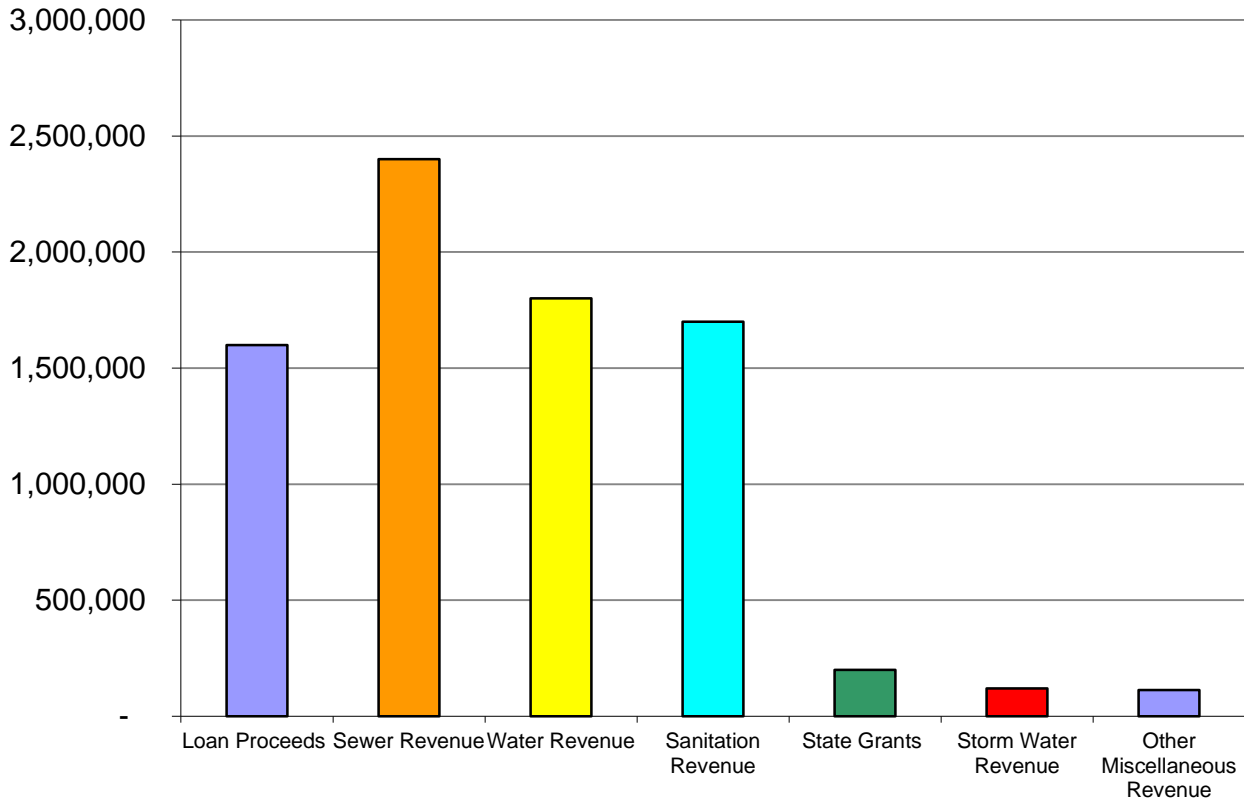
UTILITY FUNDS WATER, SEWER, SANITATION

ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	UTILITY FUNDS	ADOPTED BUDGET FY 2020	% OF TOTAL ADOPTED BUDGET	INCREASE/ (DECREASE)
1,645,717	1,857,862	2,845,011	Utilities Administration	1,070,247	17%	(1,774,764)
890,903	918,842	893,849	Water	856,813	13%	(37,036)
1,612,979	1,566,387	1,433,498	Sewer	1,421,386	22%	(12,112)
1,293,049	1,144,499	1,090,274	Sanitation	1,127,514	17%	37,240
0	0	871,503	Transfer to General Fund	1,058,190	16%	186,687
0	0	52,907	Transfer to Street Maintenance Fund	53,212	1%	305
403,608	948,771	349,722	Transfer to Sewer Improvement Fund	349,722	5%	0
0	0	531,456	Transfer to Water Improvement Fund	531,456	8%	0
5,846,257	6,436,360	8,068,220	TOTAL	6,468,540	100%	(1,599,680)

STORMWATER FUND

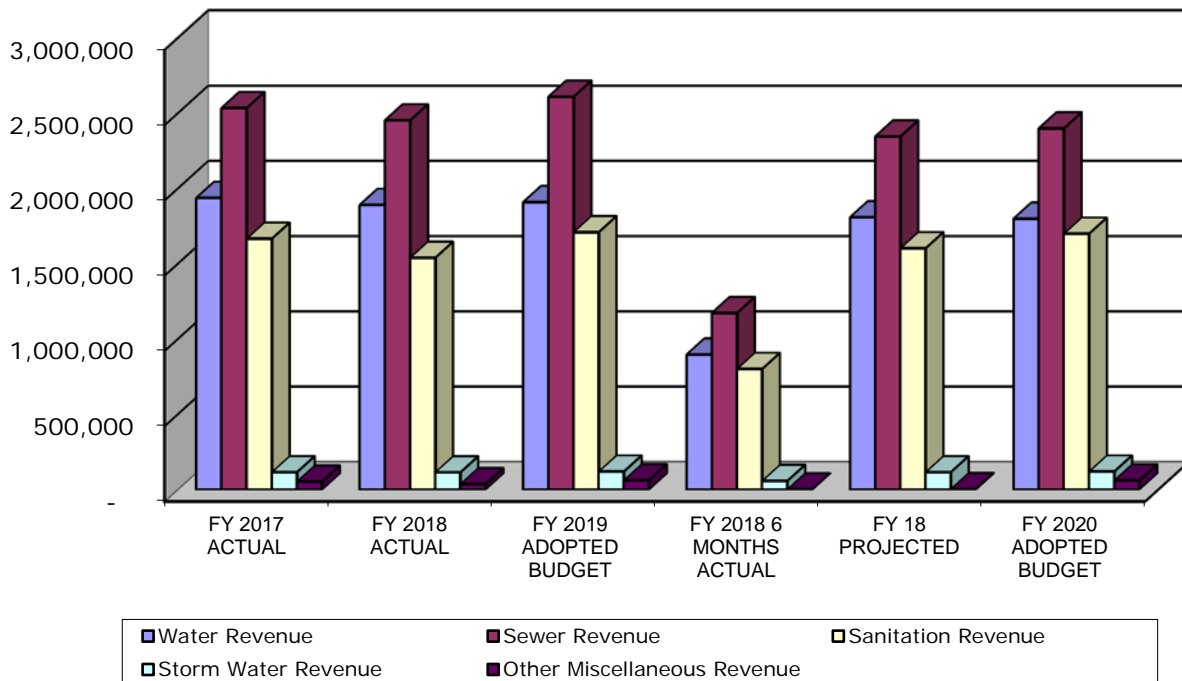
ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	STORMWATER FUND	ADOPTED BUDGET FY 2020	% OF TOTAL ADOPTED BUDGET	INCREASE/ (DECREASE)
80,282	79,474	127,155	Storm Water	457,857	97%	330,702
0	0	0	Transfer to Street Maintenance	13,017	3%	13,017
80,282	79,474	127,155	TOTAL	470,874	100%	343,720

ENTERPRISE FUNDS-REVENUE SUMMARY FY 2020



ENTERPRISE FUNDS REVENUE-SUMMARY 2017-2020

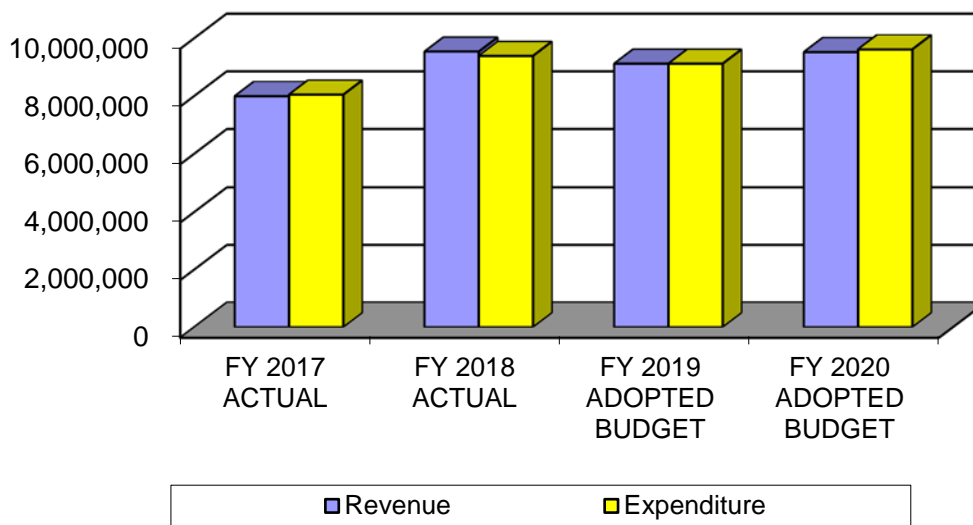
ENTERPRISE FUNDS
Summary 2017 - 2020



Debt Service Fund

The Village of North Bay Village Debt Service Funds are used to account for the accumulation of resources, payments of general obligation bond principal, Village's Series 2010 debt interest and Series 2010 Refunding Note Project Fund principal. Ad Valorem taxes in the amount of \$ 641,409 will be levied to fund this year's annual debt service requirement.

GENERAL FUND - COMPARISON OF CURRENT REVENUES AND EXPENDITURES



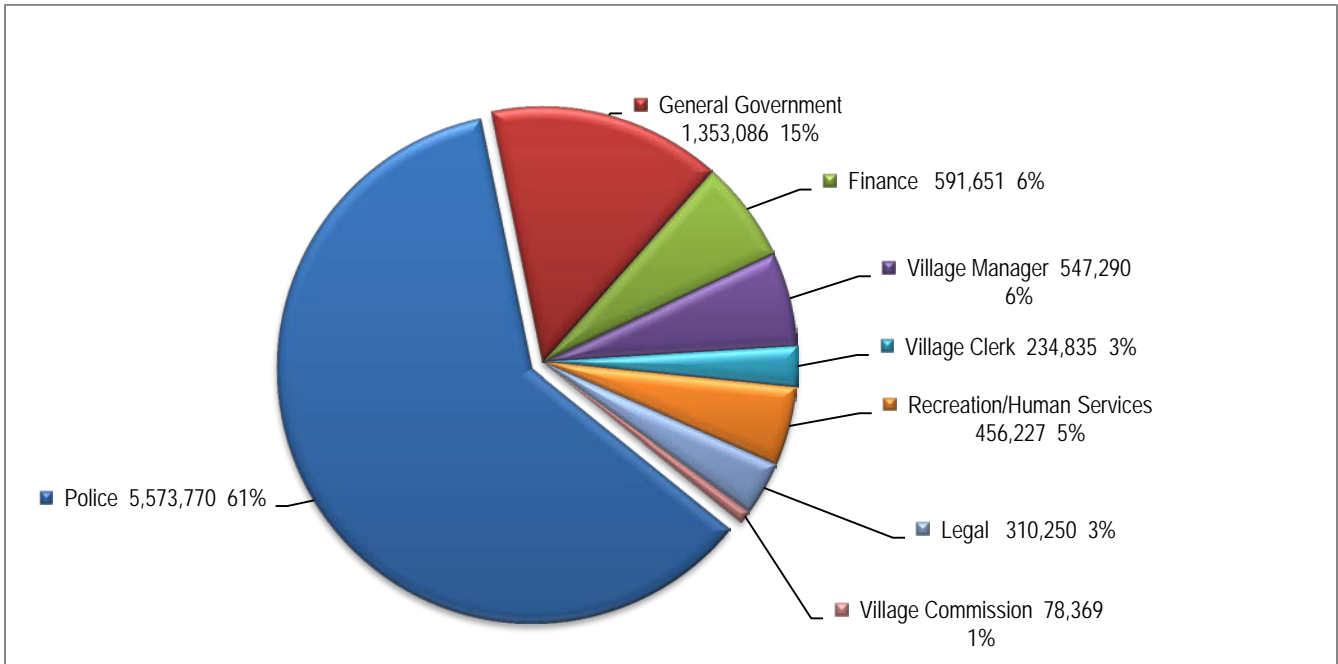
GENERAL FUND REVENUES & EXPENDITURES

ACCOUNT DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ADOPTED BUDGET	FY 2019 6 MONTHS ACTUAL	FY 2019 PROJECTED ACTUAL	FY 2020 ADOPTED BUDGET
Ad Valorem Taxes	4,516,749	5,667,670	5,662,780	5,055,025	5,843,840	5,700,724
Franchise Fees	463,044	462,328	398,205	119,588	406,474	407,024
Utility Service Tax	814,156	834,401	788,936	336,466	809,391	807,000
Licenses & Permits	102,998	79,062	99,500	59,845	95,190	100,000
Intergovernmental Revenue	859,801	949,232	947,853	420,489	953,289	1,039,639
General Service	68,862	69,302	63,680	40,616	96,232	100,680
Fines & Forfeitures	229,303	143,867	122,000	84,188	169,436	147,000
Miscellaneous Revenue	941,079	458,482	138,309	71,620	137,739	126,991
Total Operating Revenues	7,995,992	8,664,344	8,221,263	6,187,838	8,511,591	8,429,057
Other Non-Operating Revenues						
Unassigned Fund Balance	1,058,737	1,236,890	1,504,640	1,236,890	1,236,890	831,664
Fund Balance required 20%	1,797,919	1,714,021	1,759,352	1,674,570	1,674,570	1,843,724
Interfund Transfer	-	870,414	896,702	448,351	896,702	1,090,312
Total Non-Operating Revenues	2,856,656	3,821,325	4,160,694	3,359,811	3,808,162	3,765,699
TOTAL GENERAL FUND REVENUE	10,852,648	12,485,669	12,381,957	9,547,649	12,319,753	12,194,757
Operating Expenditures						
Village Commission	61,194	62,561	77,169	35,545	76,231	78,369
Village Manager	422,173	387,172	397,368	138,303	384,943	547,290
Village Clerk	281,937	460,734	280,067	124,993	258,586	234,835
Legal Services Department	197,552	303,026	288,000	212,092	371,513	310,250
Finance	456,725	479,044	467,972	215,526	473,436	591,651
General Government	1,576,881	1,661,861	1,347,036	697,630	2,111,702	1,353,086
Police	4,771,517	5,531,128	5,504,250	2,436,780	5,342,766	5,573,770
Recreation & Human Services Department	277,808	262,056	434,900	129,192	327,690	456,227
Total Operating Expenditures	8,045,787	9,147,581	8,796,762	3,990,062	9,346,867	9,145,479
Transfers to After School & Summer Fund	10,519	10,000	12,442	6,221	12,442	16,291
Transfers to Street Maintenance	175,345	175,207	253,513	126,757	229,809	251,797
Transfers to Transportation Fund	55,248	55,248	55,248	27,624	55,248	55,248
Total Operating & Transfers	8,286,899	9,388,036	9,117,965	4,150,663	9,644,366	9,541,956
Fund Balances/Reserves/Net Assets	2,806,861	3,338,088	3,263,992	5,396,986	2,675,388	2,652,800
Total Non- Operating Expense	3,047,973	3,578,543	3,585,195	5,557,587	2,972,887	2,976,136
TOTAL GENERAL FUND EXPENDITURES	11,093,760	12,726,124	12,381,957	9,547,649	12,319,753	12,194,757

GENERAL FUND REVENUES-DETAIL

ACCOUNT DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ADOPTED BUDGET	FY 2019 6 MONTHS ACTUAL	FY 2019 PROJECTED ACTUAL	FY 2020 ADOPTED BUDGET
Ad Valorem Taxes	4,516,749	5,667,670	5,662,780	5,055,025	5,843,840	5,700,724
Franchise - Sanitation	1,723	1,349	1,000	111	332	1,000
Utility Tax -Electric	591,018	603,785	560,000	251,056	602,535	590,000
Utility Tax - Gas	13,719	12,660	20,000	5,242	10,485	15,000
Communication Service Tax	209,419	217,957	208,936	80,167	196,371	202,000
Franchise Fee - Electric	432,855	428,987	360,705	106,720	375,524	375,524
Franchise Fee - Gas	9,917	13,458	18,000	5,048	12,116	12,000
Franchise - US Postal Service	18,549	18,534	18,500	7,709	18,501	18,500
Sub - Total	5,793,949	6,964,399	6,849,921	5,511,079	7,059,705	6,914,748
Licenses & Permits						
Local Business Tax	85,298	66,812	80,000	53,820	82,640	87,000
Registration Fee	1,800	1,750	3,000	1,075	2,150	2,000
Foreclosure Registry	15,900	10,500	15,000	4,950	9,900	10,000
Miscellaneous Permits	-	-	1,000	-	500	1,000
Variance Fees	-	-	500	-	-	-
Sub - Total	102,998	79,062	99,500	59,845	95,190	100,000
Intergovernmental Revenues						
Federal Grants	1,737	2,457	10,000	-	-	70,000
Other Grants	1,959	3,367	-	-	-	-
Crime Watch / Community Policing	1,000	-	-	-	-	-
State Revenue Sharing	193,807	209,502	201,538	102,993	205,986	217,397
Alcoholic Beverage License	9,788	5,276	6,000	122	5,122	5,000
Local 1/2 Cent Sales Tax	630,296	705,644	710,315	301,290	723,097	727,242
Business Tax - County	21,214	22,986	20,000	16,084	19,084	20,000
Sub - Total	859,801	949,232	947,853	420,489	953,289	1,039,639
Charges For Services						
Administrative Fee for Off-Duty Detail	1,695	3,265	2,000	4,508	9,015	3,000
Record Research and Review	34,983	30,848	40,000	15,014	30,027	35,000
Passport Fee	14,226	14,480	15,000	9,765	19,530	18,000
Short Term Vacation Rental	2,100	450	2,000	8,950	17,900	20,000
Burglar Alarm Revenues	30	70	-	40	80	-
Advertising / Bus Stop	4,680	4,680	4,680	2,340	4,680	4,680
PAL Summer Program	11,148	15,509	-	-	15,000	20,000
Sub - Total	68,862	69,302	63,680	40,616	96,232	100,680
Fines & Forfeitures						
Court Fines	79,686	76,367	55,000	26,993	64,782	60,000
Police Education	1,674	1,371	2,000	762	2,030	2,000
Traffic Safety System	342	263	-	121	(158)	-
Traffic Fines to ATS/STATE	-	-	-	-	158	-
Code Enforcement Fines	147,600	65,866	65,000	56,312	102,624	85,000
Sub - Total	229,303	143,867	122,000	84,188	169,436	147,000
Miscellaneous Revenues						
Sales of Surplus Equipment & Materials	17,530	33,651	-	-	-	-
Interest Earnings	46,783	40,779	40,000	19,726	39,452	40,000
Contributions & Donations P.A.L Program	2,703	1,220	-	660	1,320	-
Reimbursement-Insurance Claims	37,846	16,413	-	5,502	5,502	-
Reimbursement-School Crossing Guard	854	910	1,000	349	699	1,000
Reimbursement-Mileage (take home veh)	17,840	20,229	18,000	9,897	19,794	23,000
Hurricane/Disaster Emergency Relief	-	306,600	-	-	-	-
Other Miscellaneous Revenue	25,554	35,630	76,809	30,811	61,622	59,991
Lobbyist Registration Fee	1,525	3,050	2,500	4,675	9,350	3,000
Sub - Total	150,636	458,482	138,309	71,620	137,739	126,991
Transfer in from Utility Fund	768,701	841,644	871,503	435,752	871,503	1,058,190
Transfer in from Building Fund	21,742	28,770	25,198	12,599	25,198	32,121
Sub - Total	790,443	870,414	896,702	448,351	896,702	1,090,312
TOTAL REVENUE	7,995,992	9,534,758	9,117,965	6,636,189	9,408,293	9,519,369

GENERAL FUND EXPENDITURES BY DEPARTMENT



GENERAL FUND EXPENDITURES BY DEPARTMENT

ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	GENERAL FUND EXPENDITURES	ADOPTED BUDGET FY 2020	% OF TOTAL ADOPTED BUDGET	INCREASE/ (DECREASE)
61,194	62,561	77,169	Village Commission Department	78,369	1%	1,200
422,173	387,172	397,368	Village Manager Department	547,290	6%	149,922
281,937	460,734	280,067	Village Clerk Department	234,835	2%	(45,232)
456,725	479,044	467,972	Finance Department	591,651	6%	123,679
197,552	303,026	288,000	Legal Services Department	310,250	3%	22,250
1,576,881	1,661,861	1,347,036	General Government Department	1,353,086	14%	6,050
4,771,517	5,531,128	5,504,250	Police Department	5,573,770	58%	69,520
277,808	262,056	434,900	Recreation & Human Services Dept.	456,227	5%	21,327
10,519	10,000	12,442	Transfers to After School & Summer Fund	16,291	0.2%	3,849
175,345	175,207	253,513	Transfers to Street Maintenance	251,797	3%	(1,716)
55,248	55,248	55,248	Transfers to Transportation Fund	55,248	1%	0
8,286,899	9,388,036	9,117,965	TOTAL	9,615,098	100%	497,133

GENERAL FUND-VILLAGE COMMISSION

DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

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

PERFORMANCE INDICATORS

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

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

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

DESCRIPTION OF SERVICES AND ACTIVITIES

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

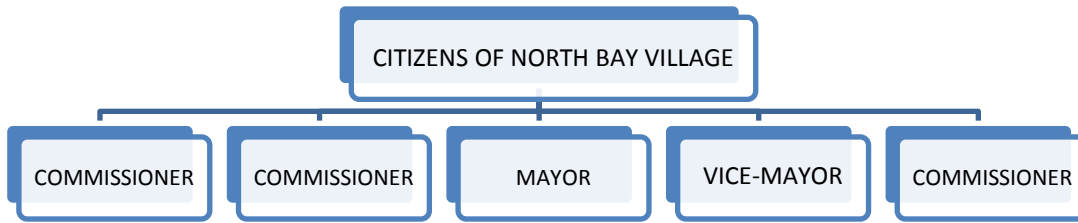
DEPARTMENT GOALS

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

Expenditure Category Summary

ACCOUNT DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ADOPTED BUDGET	FY 2019 6 MONTHS ACTUAL	FY 2019 PROJECTED ACTUAL	FY 2020 ADOPTED BUDGET
PERSONNEL SERVICES	35,917	35,366	35,619	15,218	35,388	35,619
MATERIALS, SUPPLIES, SERVICES	25,277	27,195	41,550	20,327	40,842	42,750
TOTAL OPERATING BUDGET	61,194	62,561	77,169	35,545	76,231	78,369
CAPITAL	0	0	0	0	0	0
DEBT SERVICE	0	0	0	0	0	0
GRANTS & AIDS	0	0	0	0	0	0
OTHER NON-OPERATING EXPENSES	0	0	0	0	0	0
TOTAL NON-OPERATING BUDGET	0	0	0	0	0	0
TOTAL DEPARTMENT BUDGET	61,194	62,561	77,169	35,545	76,231	78,369

GENERAL FUND-VILLAGE COMMISSION



Expenditure Category Detail

ACCOUNT DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ADOPTED BUDGET	FY 2019 6 MONTHS ACTUAL	FY 2019 PROJECTED ACTUAL	FY 2020 ADOPTED BUDGET
Salaries Commission	33,287	32,775	33,000	14,220	32,940	33,000
Fica	2,547	2,507	2,525	927	2,354	2,525
Workers' Compensation	83	83	94	71	94	94
TOTAL PERSONNEL SERVICES	35,917	35,366	35,619	15,218	35,388	35,619
Travel, Conferences & Meetings	13,056	16,921	26,300	10,782	25,877	27,500
Telephone	5,335	6,841	6,000	2,604	5,784	6,000
Dues, Subscriptions & Memberships	6,886	3,434	9,250	6,941	9,181	9,250
TOTAL MATERIALS, SUPPLIES, SERVICES	25,277	27,195	41,550	20,327	40,842	42,750
TOTAL OPERATING BUDGET	61,194	62,561	77,169	35,545	76,231	78,369
TOTAL DEPARTMENT BUDGET	61,194	62,561	77,169	35,545	76,231	78,369

GENERAL FUND-OFFICE OF THE VILLAGE MANAGER

DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

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

DEPARTMENT GOALS

- ☀ *Ensure programs, policies and projects are implemented as approved by the Commission.*
- ☀ *Ensure Capital Projects are established and implemented.*
- ☀ *Ensure the FY 2020 Budget and long term plans are Adopted and implemented in accordance with the direction of the Village Commission.*
- ☀ *Continue to improve communications with the residents.*
- ☀ *Coordinate the application of funding for Capital Projects.*

DESCRIPTION OF SERVICES AND ACTIVITIES

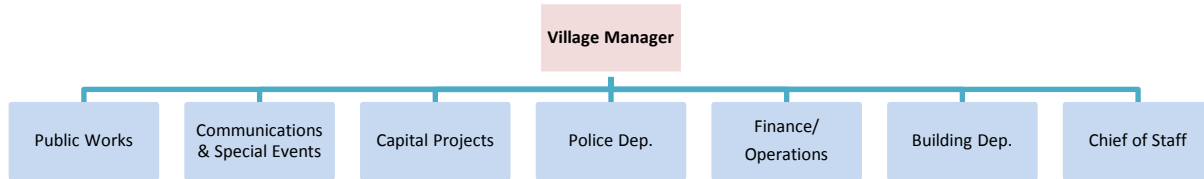
- ❖ The Village Manager directs and coordinates the operation of all Village departments. The Village Manager implements policy guidelines established by the Commission. The Village Manager is responsible for making appropriate studies, recommendations, and reports to the Village Commission on all matters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

Expenditure Category Summary

ACCOUNT DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ADOPTED	FY 2019 6 MONTHS	FY 2019 PROJECTED	FY 2020 ADOPTED
PERSONNEL SERVICES	418,271	352,741	388,193	87,350	307,509	523,690
MATERIALS, SUPPLIES, SERVICES	3,901	34,431	9,175	50,952	77,434	23,600
TOTAL OPERATING BUDGET	422,173	387,172	397,368	138,303	384,943	547,290
CAPITAL	0	0	0	0	0	0
DEBT SERVICE	0	0	0	0	0	0
GRANTS & AIDS	0	0	0	0	0	0
OTHER NON-OPERATING EXPENSES	0	0	0	0	0	0
TOTAL NON-OPERATING BUDGET	0	0	0	0	0	0
TOTAL DEPARTMENT BUDGET	422,173	387,172	397,368	138,303	384,943	547,290

GENERAL FUND-OFFICE OF THE VILLAGE MANAGER

Performance Measures/Indicators	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.
Maintain Expenditures within the approved FY 2020 Budget	X	X	X	X
New Harbor Island Parking Plan		X		
Complete FOP Labor Contract Negotiations for Civilians	X			
Complete POLICE FOP Labor Contract	X		X	
Fill approved vacant budgeted personnel positions	X			
Prepare & Present FY 2021 Budget by July, 2020				X



Expenditure Category Detail

ACCOUNT DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ADOPTED BUDGET	FY 2019 6 MONTHS ACTUAL	FY 2019 PROJECTED ACTUAL	FY 2020 ADOPTED BUDGET
Regular Salaries	314,649	245,690	261,407	49,624	200,995	350,982
Overtime	1,024	691	0	0	0	0
Car/Clothing Allowance	3,600	4,263	7,200	200	3,600	14,400
Fica	23,687	18,345	20,548	3,443	15,652	27,952
Retirement Contributions	31,592	33,472	43,587	3,698	37,914	91,610
Health, Life, Dental	42,960	49,488	54,706	29,827	48,603	37,909
Worker's Compensation	760	790	745	559	745	837
Cost Allocation	0	0	0	0	0	0
TOTAL PERSONNEL SERVICES	418,271	352,741	388,193	87,350	307,509	523,690
Travel, Conferences & Meetings	1,193	1,025	3,000	2,775	5,549	15,000
Telephone	2,119	3,810	3,675	1,747	3,493	3,600
Professional Services	0	27,186	0	45,692	65,692	0
Dues, Subscriptions & Memberships	590	2,095	2,500	0	1,960	5,000
TOTAL MATERIALS, SUPPLIES, SERVICES	3,901	34,431	9,175	50,952	77,434	23,600
TOTAL OPERATING BUDGET	422,173	387,172	218,520	138,303	384,943	547,290
TOTAL DEPARTMENT BUDGET	422,173	387,172	397,368	138,303	384,943	547,290

**GENERAL FUND-OFFICE OF THE VILLAGE CLERK
GENERAL FUND-OFFICE OF THE VILLAGE CLERK**

**DEPARTMENT MISSION
STATEMENT AND BUDGET
MESSAGE**

The mission of the Village Clerk's office is to ensure the integrity of the municipal governance process, act as the official resource center and records custodian while providing quality customer service to members of the public, Village Commission and staff by utilizing the best technology to provide documents from the Village's archived official records.

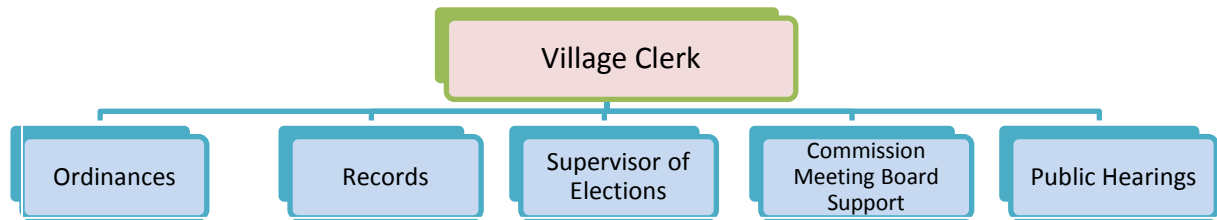
**DESCRIPTION OF SERVICES AND
ACTIVITIES**

- ❖ The Village Clerk serves as the Corporate Secretary to the Municipal Corporation, Secretary to the Village Commission, Records Custodian and Supervisor of Elections for North Bay Village.
- ❖ The Village Clerk is responsible for the scheduling, preparation and recording of all Village meetings.
- ❖ The Village Clerk handles all public records requests for the Village in accordance with Florida Statutes and maintains custody of the Village's vital records.
- ❖ The Village Clerk's Office coordinates with the other departments to conduct the business of the Village.

Performance Measures/Indicators	FY 18-19 Estimated*	FY 19-20 Estimated
Public records requests	344	450
Public notices posted	75	70
Municode codifications	1	2
Ordinances processed	17	15
Resolutions processed	126	150
Lobbyist registrations processed	22	30
Board meeting minutes completed	45	70

Approximation from prior Village Clerk

GENERAL FUND-OFFICE OF THE VILLAGE CLERK



DEPARTMENT GOALS

- ✦ Continue to Update the Village Code
- ✦ Continue to be responsible for the preparation of all Boards and Committees agendas and agenda packets, attendance at all meetings and the preparation and submittal of all minutes.
- ✦ Continue to process all Public Records Requests within reasonable time.
- ✦ Continue to provide citizens with the most updated documents in an efficient matter.
- ✦ Begin implementation for an Agenda Management software to support transparency and public meeting workflow initiatives.
- ✦ Continue to update the Village Clerk's page and Meeting Calendar with the most current and accurate information.
- ✦ Continue the efforts of the Village wide Records Management plan.
- ✦ Continue to purge documents after retention has been met in accordance with State Law.
- ✦ Continue the digitization of all historic and permanent records in order to access them electronically.
- ✦ Implement a Public Records Management Software to organize, manage and track public records requests.

Expenditure Category Summary

ACCOUNT DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ADOPTED BUDGET	FY 2019 6 MONTHS ACTUAL	FY 2019 PROJECTED ACTUAL	FY 2020 ADOPTED BUDGET
PERSONNEL SERVICES	224,175	377,589	211,517	71,139	163,306	187,804
MATERIALS, SUPPLIES, SERVICES	57,763	83,144	68,550	53,854	95,280	47,031
TOTAL OPERATING BUDGET	281,937	460,734	280,067	124,993	258,586	234,835
TOTAL NON-OPERATING BUDGET	0	0	0	0	0	0
TOTAL DEPARTMENT BUDGET	281,937	460,734	280,067	124,993	258,586	234,835

GENERAL FUND-OFFICE OF THE VILLAGE CLERK

Expenditure Category Detail

ACCOUNT DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ADOPTED BUDGET	FY 2019 6 MONTHS ACTUAL	FY 2019 PROJECTED ACTUAL	FY 2020 ADOPTED BUDGET
Regular Salaries	161,998	296,205	142,398	49,281	113,440	128,950
Car/Clothing Allowance	0	0	0	400	400	3,600
Fica Tax	12,546	16,209	10,893	3,670	8,709	10,140
Retirement Contributions	28,056	45,843	30,675	4,104	17,318	25,392
Health, Life, Dental	21,164	18,932	27,146	13,381	23,035	19,395
Workers' Compensation	411	401	404	303	404	326
Cost Allocation	0	0	0	0	0	0
TOTAL PERSONNEL SERVICES	224,175	377,589	211,517	71,139	163,306	187,804
Professional Services	3,239	30,992	10,000	12,625	25,872	10,000
Travel, Conferences & Meeting	2,355	325	3,600	853	2,853	4,800
Telephone	971	1,204	1,200	355	852	2,400
Contract Services-Data Processing	0	0	0	0	3,300	3,531
Advertising	37,236	37,872	28,000	30,905	45,387	15,000
Ordinance Codification	9,465	11,880	9,000	0	7,000	9,000
Election Expense	3,855	(263)	15,000	8,815	8,815	0
Office Supplies	0	0	0	0	0	0
Gas & Oil	0	0	0	0	0	0
Special Department Supplies	0	0	0	0	0	0
Dues, Subscriptions & Memberships	642	755	750	300	450	1,300
Education & Training	0	379	1,000	0	750	1,000
TOTAL MATERIALS, SUPPLIES, SVCS	57,763	83,144	68,550	53,854	95,280	47,031
TOTAL OPERATING BUDGET	281,937	460,734	280,067	124,993	258,586	234,835
OFFICE EQUIPMENT	0	0	0	0	0	0
TOTAL CAPITAL	0	0	0	0	0	0
DEBT SERVICE	0	0	0	0	0	0
GRANTS & AIDS	0	0	0	0	0	0
OTHER NON-OPERATING EXPENSES	0	0	0	0	0	0
TOTAL NON OPERATING BUDGET	0	0	0	0	0	0
TOTAL DEPARTMENT BUDGET	281,937	460,734	280,067	124,993	258,586	234,835

GENERAL FUND-FINANCE DEPARTMENT

DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

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

DEPARTMENT GOALS

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

DESCRIPTION OF SERVICES AND ACTIVITIES

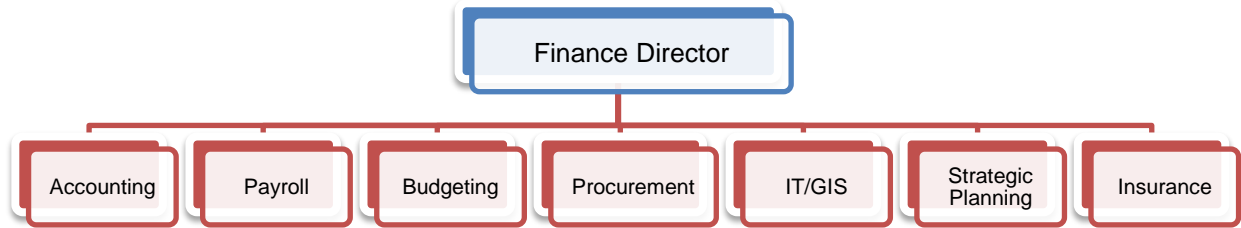
- ❖ The Finance Department processes and records all fiscal activity of the Village, as well as, manages Village computer hardware and network system. All cash receipts are recorded and deposited intact in the bank. Direct deposits of payroll are prepared biweekly in addition to other related functions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

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

Expenditure Category Summary

ACCOUNT DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ADOPTED BUDGET	FY 2019 6 MONTHS ACTUAL	FY 2019 PROJECTED ACTUAL	FY 2020 ADOPTED BUDGET
PERSONNEL SERVICES	448,652	472,204	457,262	182,573	383,321	579,741
MATERIALS, SUPPLIES, SERVICES	8,072	6,840	10,710	32,953	90,115	11,910
TOTAL OPERATING BUDGET	456,725	479,044	467,972	215,526	473,436	591,651
TOTAL NON-OPERATING BUDGET	0	0	0	0	0	0
TOTAL DEPARTMENT BUDGET	456,725	479,044	467,972	215,526	473,436	591,651

GENERAL FUND-FINANCE DEPARTMENT



Expenditure Category Detail

ACCOUNT DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ADOPTED BUDGET	FY 2019 6 MONTHS ACTUAL	FY 2019 PROJECTED ACTUAL	FY 2020 ADOPTED BUDGET
Regular Salaries	311,959	328,533	317,325	127,456	271,550	396,378
Overtime	2,143	5,598	2,000	2,564	6,176	5,000
Car/Clothing Allowance	3,600	4,216	3,600	2,032	4,000	6,000
Fica Tax	22,149	23,723	24,551	9,189	21,552	30,782
Retirement Contributions	40,400	45,595	45,713	18,749	40,913	71,244
Life, Health, Dental Insurance	67,591	63,686	63,097	21,850	38,153	69,416
Workers' Compensation	811	853	977	733	977	921
Cost Allocation	0	0	0	0	0	0
TOTAL PERSONNEL SERVICES	448,652	472,204	457,262	182,573	383,321	579,741
Accounting & Audit	0	0	0	0	0	0
Professional Svc.	0	0	0	30,842	85,632	0
Travel, Conferences & Meeting	4,946	4,553	6,960	240	240	6,960
Telephone	1,596	1,272	1,200	1,141	2,282	2,400
R&M Office Equipment	0	0	0	0	0	0
Office Supplies	0	0	0	0	0	0
Gas & Oil	0	0	0	0	0	0
Special Department Supplies	0	0	250	160	321	250
Dues, Subscriptions & Memberships	605	980	1,300	245	990	1,300
Education & Training	925	35	1,000	325	650	1,000
TOTAL MATERIALS, SUPPLIES, SERVICES	8,072	6,840	10,710	32,953	90,115	11,910
TOTAL OPERATING BUDGET	456,725	479,044	467,972	215,526	473,436	591,651
Office Equipment	0	0	0	0	0	0
TOTAL CAPITAL	0	0	0	0	0	0
GRANTS & AIDS	0	0	0	0	0	0
OTHER NON-OPERATING EXPENSES	0	0	0	0	0	0
TOTAL DEPARTMENT BUDGET	456,725	479,044	467,972	215,526	473,436	591,651

GENERAL FUND LEGAL DEPARTMENT

DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

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

PERFORMANCE INDICATORS

Evaluate lawsuits to reduce litigations cost.

DESCRIPTION OF SERVICES AND ACTIVITIES

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

DEPARTMENT GOALS

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

Expenditure Category Summary

ACCOUNT DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ADOPTED BUDGET	FY 2019 6 MONTHS ACTUAL	FY 2019 PROJECTED ACTUAL	FY 2020 ADOPTED BUDGET
TOTAL MATERIALS, SUPPLIES, SERVICES	197,552	303,026	288,000	212,092	371,513	310,250
TOTAL OPERATING BUDGET	197,552	303,026	288,000	212,092	371,513	310,250
TOTAL NON-OPERATING BUDGET	0	0	0	0	0	0
TOTAL DEPARTMENT BUDGET	197,552	303,026	288,000	212,092	371,513	310,250

GENERAL FUND-LEGAL DEPARTMENT

Expenditure Category Detail

ACCOUNT DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ADOPTED BUDGET	FY 2019 6 MONTHS ACTUAL	FY 2019 PROJECTED ACTUAL	FY 2020 ADOPTED BUDGET
Village Attorney-General	120,583	185,790	204,000	136,000	221,000	219,000
Village Attorney-Litigation	59,511	81,654	37,750	56,820	83,640	25,000
Labor Negotiations	17,458	0	8,500	86	8,500	46,250
Other legal issues	0	35,582	37,750	18,436	56,873	20,000
Code Enforcement Special Master	0	0	0	750	1,500	0
TOTAL MATERIALS, SUPPLIES, SERVICES	197,552	303,026	288,000	212,092	371,513	310,250
TOTAL OPERATING BUDGET	197,552	303,026	288,000	212,092	371,513	310,250
TOTAL DEPARTMENT BUDGET	197,552	303,026	288,000	212,092	371,513	310,250

GENERAL FUND-GENERAL GOVERNMENT

DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

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

DEPARTMENT GOALS

- ✦ *Improve the availability and operation of public services and facilities.*
- ✦ *Rebrand Village*

DESCRIPTION OF SERVICES AND ACTIVITIES

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

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

Expenditure Category Summary

ACCOUNT DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ADOPTED BUDGET	FY 2019 6 MONTHS ACTUAL	FY 2019 PROJECTED ACTUAL	FY 2020 ADOPTED BUDGET
PERSONNEL SERVICES	85,650	124,736	272,025	57,143	153,219	198,215
MATERIALS, SUPPLIES, SERVICES	1,247,592	1,171,522	1,057,511	638,718	1,937,944	1,037,644
TOTAL OPERATING BUDGET	1,333,242	1,296,258	1,329,536	695,861	2,091,163	1,235,858
CAPITAL	2,527	0	17,500	1,769	20,539	0
DEBT SERVICE	0	0	0	0	0	117,228
GRANTS & AIDS	0	0	0	0	0	0
OTHER NON-OPERATING EXPENSES	241,112	365,602	0	0	0	0
TOTAL NON-OPERATING BUDGET	243,639	365,602	17,500	1,769	20,539	117,228
TOTAL DEPARTMENT BUDGET	1,576,881	1,661,861	1,347,036	697,630	2,111,702	1,353,086

GENERAL FUND-GENERAL GOVERNMENT

Expenditure Category Detail

ACCOUNT DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ADOPTED BUDGET	FY 2019 6 MONTHS ACTUAL	FY 2019 PROJECTED ACTUAL	FY 2020 ADOPTED BUDGET
Regular Salaries	65,546	89,242	199,105	38,233	103,762	145,783
Overtime	207	146	0	38	276	0
FICA	5,069	6,923	15,231	2,975	7,989	11,152
Retirement Contributions	4,982	7,159	15,297	3,172	13,231	12,257
Life, Health & Dental Insurance	9,724	20,426	41,823	11,834	26,664	28,687
Workers' Compensation	122	237	569	346	461	335
Unemployment Compensation	0	203	0	145	436	0
TOTAL PERSONNEL SERVICES	85,650	124,736	272,025	57,143	153,219	198,215
Bank fees	2,263	3,451	1,200	2,468	3,702	4,200
Accounting & Auditing	22,500	20,250	20,500	13,350	25,000	19,000
Professional Services	187,886	360,341	192,800	101,344	999,462	140,750
Advertising	0	0	0	0	11,420	2,500
Contract Services/Data Processing	48,631	64,269	103,632	46,226	124,452	123,132
Contractual Service Medical	1,117	3,093	500	1,454	2,908	500
Travel, Conferences & Meetings	3,931	5,697	9,500	6,507	13,014	15,800
Telephone	8,032	14,114	9,000	8,909	9,817	9,000
Postage	5,536	5,862	6,000	6,942	13,884	6,000
Equipment Rental	7,802	4,408	5,912	2,031	5,791	5,912
Building Lease	198,863	202,380	211,280	85,155	209,373	218,561
General Insurance	213,690	310,150	329,937	293,973	369,211	366,839
R & R Equipment/Bldg	10,845	28,683	24,620	14,116	20,431	14,620
Promotions - Public Relations	3,961	36,338	51,800	9,719	19,439	1,800
Public Relations	9,779	13,069	1,600	439	877	12,300
Animal Control	4,982	2,890	5,000	1,965	3,930	5,000
Legal Settlement Expense	125,110	0	0	0	15,000	0
Office Supplies	34,494	38,371	30,000	23,439	36,878	30,000
Uniforms	2,061	4,190	2,500	1,079	2,159	2,500
Copier Lease	9,146	10,949	12,000	4,980	11,951	12,000
Special Departmental Supplies	24,761	25,911	33,900	11,302	32,605	33,900
Dues, Subscriptions & Memberships	7,486	16,807	5,830	3,320	6,640	8,330
Education & Training	1,980	299	0	0	0	5,000
Hurricane Disaster Emergency	312,736	0	0	0	0	0
TOTAL MATERIALS, SUPPLIES, SERVICES	1,247,592	1,171,522	1,057,511	638,718	1,937,944	1,037,644
TOTAL OPERATING BUDGET	1,333,242	1,296,258	1,329,536	695,861	2,091,163	1,235,858
Office Equipment	2,527	0	17,500	1,769	20,539	0
TOTAL CAPITAL	2,527	0	17,500	1,769	20,539	0
Debt Principal-Sakura Lot	0	0	0	0	0	40,000
Debt Interest-Sakura Lot	0	0	0	0	0	77,228
TOTAL DEBT SERVICE	0	0	0	0	0	117,228
Transfer to After School & Summer Program	10,519	10,000	0	0	0	0
Transfer to Street Maintenance	175,345	175,207	0	0	0	0
Transfer to Transportation	55,248	55,248	0	0	0	0
TOTAL NON-OPERATING EXPENSES	241,112	365,602	0	0	0	0
TOTAL NON-OPERATING EXPENSES	243,639	365,602	17,500	1,769	20,539	117,228
TOTAL DEPARTMENT BUDGET	1,576,881	1,661,861	1,347,036	697,630	2,111,702	1,353,086

GENERAL FUND-POLICE DEPARTMENT

DEPARTMENT BUDGET MESSAGE

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

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.

DEPARTMENT 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.

DESCRIPTION OF SERVICES AND ACTIVITIES

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

CORE VALUES:

Fairness-Integrity-Respect-Service

DEPARTMENT GOALS

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

GENERAL FUND-POLICE DEPARTMENT

Performance Measure #1: CFA Accreditation				
The Police Department will initiate the two year process to pursue and achieve State Accreditation.				
CFA Accreditation	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
Hire an in house Accreditation Manager	X			
Apply to start the process with the Commission for Florida Law Enforcement Accreditation		X		
Begin the process of meeting with the CFA Program Manager and local accredited agencies		X	X	X

Performance Measure #2: Departmental Training				
The Police Department will be putting together a Training Team to address the needs for all preparation and developmental areas of the Organization.				
Departmental Training	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
Comprehensively identify all Organization Training needs	X	X	X	X
Develop a Training Calendar		X		
Identify/purchase equipment for needs and venue with training	X			X

Performance Measure #3: Code Enforcement				
The Village has adopted a new Short Term Vacation Rental (STVR) Ordinance and the Code Enforcement Team will be responsible for all administrative/enforcement related activities.				
Code Enforcement	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
Continue to track all STVRs in the Village and ensure they are in compliance with the ordinance application requirements and ensure that they follow the steps outlined with infractions and fines are followed.	X	X	X	X
Work closely with the Village Attorney to pursue repeat /chronic violations through all legal means at our disposal.	X	X	X	X
Attend any administrative hearings and assist with the prosecution of any STVR violations.	X		X	

GENERAL FUND-POLICE DEPARTMENT

Performance Measure #4: New Public Safety Enforcement Initiatives				
The Police Department will be adding new Specialized Units as well as certifications to enhance the resources available to further deter and enforce criminal/traffic/parking activity and ordinance violations.				
New Public Safety Enforcement Initiatives	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
Work closely with the new Village Communications Department to promote Police Department initiatives.	X	X	X	X
Conduct more strategic traffic and K-9 training initiatives to increase related enforcement	X	X	X	X
Hire a new Code Enforcement Officer and obtain all required certifications needed for that position.	X			

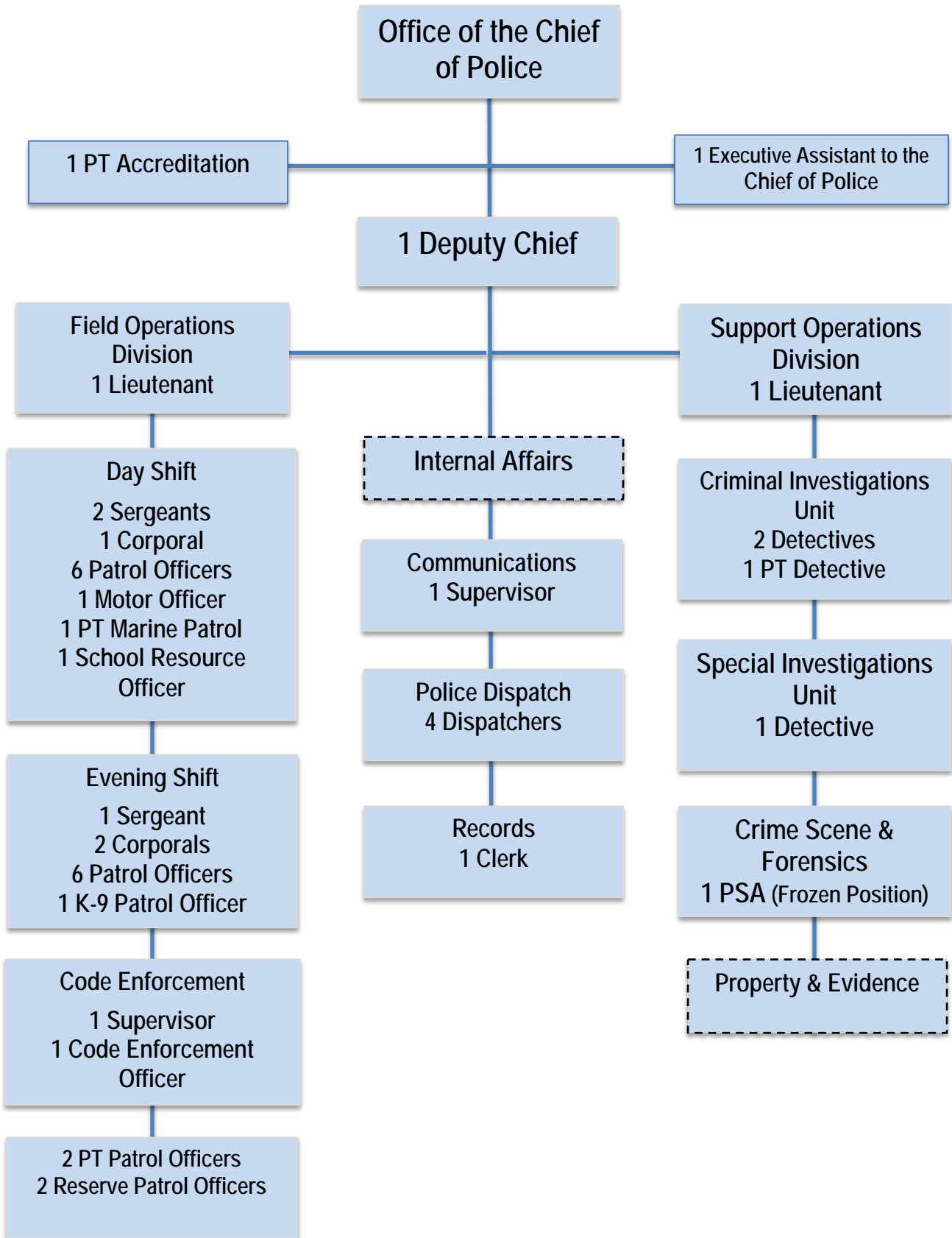
Performance Measure #5: Expand Community Policing Initiatives				
The Police Department will implement additional community policing initiatives, which will focus on youth programs.				
Expand Community Policing Initiatives	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
Re-establish the North Bay Village Branch of the Miami Beach PAL.	X			
Implement new Police Department Kids sports and PAL Program.	X	X	X	X
Expand the Police Department’s Youth Services/Events	X	X	X	X

GENERAL FUND-POLICE DEPARTMENT

Expenditure Category Summary

<u>ACCOUNT DESCRIPTION</u>	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ADOPTED BUDGET	FY 2019 6 MONTHS ACTUAL	FY 2019 PROJECTED ACTUAL	FY 2020 ADOPTED BUDGET
PERSONNEL SERVICES	4,300,900	4,681,093	4,764,874	2,155,674	4,604,717	4,917,266
MATERIALS, SUPPLIES, SERVICES	441,150	702,955	685,276	281,106	683,950	650,404
TOTAL OPERATING BUDGET	4,742,050	5,384,049	5,450,150	2,436,780	5,288,666	5,567,670
CAPITAL	29,467	147,079	54,100	0	54,100	6,100
DEBT SERVICE	0	0	0	0	0	0
GRANTS & AIDS	0	0	0	0	0	0
OTHER NON-OPERATING EXPENSES	0	0	0	0	0	0
TOTAL NON-OPERATING BUDGET	29,467	147,079	54,100	0	54,100	6,100
TOTAL DEPARTMENT BUDGET	4,771,517	5,531,128	5,504,250	2,436,780	5,342,766	5,573,770

Police Department Organizational Chart



GENERAL FUND-POLICE DEPARTMENT

Expenditure Category Detail

ACCOUNT DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ADOPTED BUDGET	FY 2019 6 MONTHS ACTUAL	FY 2019 PROJECTED ACTUAL	FY 2020 ADOPTED BUDGET
Regular Salaries	2,768,548	3,124,732	3,145,810	1,361,377	3,086,158	3,269,733
Overtime	42,734	32,835	15,000	8,759	20,518	25,000
Education Incentive	21,766	21,701	20,280	9,311	19,623	24,720
Car Allowance	3,600	3,616	0	524	0	0
Clothing Allowance	7,975	11,239	8,200	7,036	8,235	9,022
Fica Tax	215,874	233,500	241,802	101,619	239,792	252,388
Retirement Contributions	569,011	610,336	658,113	273,506	588,683	695,769
Health, Life, Dental, Ins.	466,359	518,314	543,502	285,566	499,541	511,217
Workers Compensation	205,033	124,820	132,167	107,976	142,167	129,417
TOTAL PERSONNEL SERVICES	4,300,900	4,681,093	4,764,874	2,155,674	4,604,717	4,917,266
Contract Services -Data Processing	4,200	16,242	24,000	300	13,110	17,600
Contract Services	5,476	40,081	6,000	3,978	5,880	6,000
Contract Services - Medical	6,056	3,599	2,500	783	2,066	2,500
Contract Services - Crossing Guards	27,827	18,278	0	746	746	0
Travel, Conferences & Meetings	13,084	15,318	7,000	733	6,733	7,000
Confidential Informant	0	0	0	0	0	0
Contract Services-Court Standby Program	611	0	1,000	0	1,467	1,500
Telephone	17,189	17,541	17,700	11,430	21,859	20,000
Electricity & Gas	0	0	0	0	0	0
Equipment Rental	8,190	9,096	18,100	18,395	19,617	24,320
Vehicle Lease	8,493	193,619	187,255	76,777	184,264	230,114
Repair & Maintain -Vehicle/Boat	88,490	68,704	55,000	19,681	87,142	55,000
Repair, Replace & Maintain - Equipment	30,421	20,848	5,500	5,137	7,068	5,500
R & M - Radios & Radar	0	0	0	0	0	0
Repair & Maintenance of Building	80	931	41,500	2,850	5,700	41,500
Accreditation	0	23,000	75,000	47,500	90,000	0
Vehicle Rental	794	9,116	10,104	5,744	10,688	9,900
Compensation Personnel	0	0	33,700	0	33,700	35,000
Youth Services	7,212	10,743	8,000	3,283	8,567	8,000
Crime Watch	0	0	4,000	5,175	10,349	4,000
Investigations	276	0	0	0	0	0
Office Supplies	6,595	3,572	4,500	2,786	5,573	4,500
Uniforms & Accessories	61,077	28,081	10,840	7,356	14,713	16,500
Uniform Cleaning & Maintenance	5,177	4,568	6,000	2,148	4,295	6,000
Copier Lease/Supplies	2,891	2,340	4,000	1,362	3,725	4,000
Gas & Oil	104,610	122,012	110,000	39,782	95,478	110,000
Tires	2,989	0	5,000	0	5,000	0
PAL	0	0	0	0	0	5,000
Ammunition	0	8,513	8,000	0	8,000	8,000
MDC Radio System-Promissory Note	0	36,321	12,107	12,107	12,107	0
Special Departmental Supplies	7,555	14,965	9,420	6,627	13,254	9,420
Dues, Subscriptions & Memberships	12,383	8,172	8,050	3,630	7,260	8,050
Education & Training	19,475	27,298	11,000	2,795	5,590	11,000
TOTAL MATERIALS, SUPPLIES, SERVICES	441,150	702,955	685,276	281,106	683,950	650,404
TOTAL OPERATING BUDGET	4,742,050	5,384,049	5,450,150	2,436,780	5,288,666	5,567,670
Counter Terrorism Initiative	0	22,194	6,100	0	6,100	6,100
K-9 Support Unit	0	7,057	0	0	0	0
Machinery & Equipment	29,467	117,828	48,000	0	48,000	0
Vehicles	0	0	0	0	0	0
TOTAL CAPITAL	29,467	147,079	54,100	0	54,100	6,100
TOTAL NON-OPERATING BUDGET	29,467	147,079	54,100	0	54,100	6,100
TOTAL DEPARTMENT BUDGET	4,771,517	5,531,128	5,504,250	2,436,780	5,342,766	5,573,770

GENERAL FUND- RECREATION AND HUMAN SERVICES

DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

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

DEPARTMENT GOALS

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

DESCRIPTION OF SERVICES AND ACTIVITIES

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

PERFORMANCE INDICATORS

Performance Measures/Indicators	1 st Qtr.	2 nd Qtr.	3 rd Qtr.	4 th Qtr.
Halloween and Winter Wonderland Events	X			
Scholarship program		X		
Spring egg hunt			X	
July the 4 th event				X
NBV 75 th Anniversary event				X

Expenditure Category Summary

ACCOUNT DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ADOPTED BUDGET	FY 2019 6 MONTHS ACTUAL	FY 2019 PROJECTED ACTUAL	FY 2020 ADOPTED BUDGET
PERSONNEL SERVICES	5,508	12,613	70,000	0	15,773	94,023
MATERIALS, SUPPLIES, SERVICES	4,663	12,145	60,000	0	8,000	10,000
TOTAL OPERATING BUDGET	252,914	262,056	434,900	129,192	324,820	456,227
CAPITAL	24,893	0	0	0	2,870	0
DEBT SERVICE	0	0	0	0	0	0
GRANTS & AIDS	0	0	0	0	0	0
OTHER NON-OPERATING EXPENSES	0	0	0	0	0	0
TOTAL NON-OPERATING BUDGET	24,893	0	0	2,870	0	0
TOTAL DEPARTMENT BUDGET	277,808	262,056	434,900	129,192	327,690	456,227

GENERAL FUND- RECREATION AND HUMAN SERVICES

Expenditure Category Detail

ACCOUNT DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ADOPTED BUDGET	FY 2019 6 MONTHS ACTUAL	FY 2019 PROJECTED ACTUAL	FY 2020 ADOPTED BUDGET
Regular Salaries	4,777	10,940	52,000	0	12,017	72,271
Overtime	0	0	0	0	0	0
Fica	365	837	3,978	0	919	5,529
Retirement	365	837	4,420	0	1,012	6,083
Health, Life, Dental Ins.	0	0	9,443	0	1,798	9,974
Workers' Compensation	0	0	159	0	28	166
TOTAL PERSONNEL SERVICES	5,508	12,613	70,000	0	15,773	94,023
Contract Services-Lighting	49,276	45,449	46,000	45,624	45,624	46,000
Professional Services	140,278	136,967	148,600	39,456	148,600	141,500
Lease-Storage	6,494	5,446	4,300	2,503	6,007	6,204
Banners/Signage for Special Events	2,991	0	17,500	3,858	12,500	10,000
Halloween Event	4,649	7,625	7,500	7,544	7,544	10,000
Winter Holiday Event	7,623	8,740	7,500	10,443	10,443	7,500
Spring Event	6,306	6,370	7,500	2,665	7,829	7,500
4th of July Event	4,663	12,145	60,000	0	8,000	10,000
TIES Contribution-School Supplies	3,000	5,000	0	0	0	5,500
NBY Youth Summer Program run by PD	22,126	21,700	20,000	350	23,000	20,000
Scholarship Program	0	0	5,500	2,000	2,000	3,000
Advisory Board Annual Event	0	0	5,000	2,000	2,000	1,000
Community Special Events-Paddle Board	0	0	10,000	0	10,000	10,000
Community Special Events-Senior Programs	0	0	5,000	2,500	5,000	5,000
Community Special Events-75th Anniversary	0	0	0	0	0	40,000
Community Special Events-After School Program at Ties	0	0	0	0	0	15,000
Community Special Events-Sponsored by Commission	0	0	20,500	10,250	20,500	10,000
Community Special Events-5 K Run	0	0	0	0	0	5,000
Community Special Events-STEM PROGRAM	0	0	0	0	0	9,000
TOTAL MATERIALS, SUPPLIES, SVCS	247,407	249,443	364,900	129,192	309,047	362,204
TOTAL OPERATING BUDGET	252,914	262,056	434,900	129,192	324,820	456,227
Other Machinery & Equipment	24,893	0	0	0	2,870	0
TOTAL CAPITAL	24,893	0	0	0	2,870	0
TOTAL NON-OPERATING BUDGET	24,893	0	0	0	2,870	0
TOTAL DEPARTMENT BUDGET	277,808	262,056	434,900	129,192	327,690	456,227

BUILDING FUND

Detail of Revenues & Expenditure

ACCOUNT DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ADOPTED BUDGET	FY 2019 6 MONTHS ACTUAL	FY 2019 PROJECTED ACTUAL	FY 2020 ADOPTED BUDGET
BUILDING FEE FUND						
<i>Operating Revenues</i>						
Building Permit Fees	489,260	520,861	420,000	98,705	277,411	400,000
Electrical Permits	35,243	36,629	50,000	12,396	47,793	50,000
Plumbing Permits	26,682	31,951	55,000	11,216	34,433	35,000
Sign Permits	0	0	0	0	0	0
Mechanical Permits	19,629	66,603	55,000	27,124	54,248	55,000
Structural Permits	0	0	0	0	0	0
Misc Permits	0	15,318	2,000	5,312	10,624	2,000
Building Inspection Fees	0	0	0	0	0	0
Plans Review	0	0	0	0	0	0
Other Miscellaneous Revenue	25,603	34,194	18,376	15,909	31,817	18,981
Total Operating Revenues	596,418	705,555	600,376	170,662	456,325	560,981
<i>Non-Operating Revenue</i>						
Fund Balance	0	0	112,233	0	44,469	35,333
Transfer from Education Fees	0	5,031	0	0	11,179	3,000
Transfer from Technology Surcharge	0	21,894	0	0	3,000	0
Total Non-Operating Revenue	0	26,925	112,233	0	58,648	38,333
TOTAL REVENUE	596,418	732,480	712,609	170,662	514,973	599,314
<i>Expenditures</i>						
Personnel Services	100,873	86,152	90,964	42,483	90,128	93,981
Operating Expenses	357,983	573,089	484,614	131,895	364,314	463,800
Total Operating Expense	458,856	659,241	575,578	174,378	454,442	557,781
<i>Non-Operating Expenses</i>						
Transfer to General Fund	21,742	28,770	25,198	12,599	25,198	32,121
Capital	0	0	0	0	0	0
Debt Service	0	0	0	0	0	0
Total Non-Operating Expenses	21,742	28,770	25,198	12,599	25,198	32,121
Fund Balance/Reserves/Net Assets	115,820	44,469	111,833	(16,314)	35,333	9,412
TOTAL EXPENDITURES	596,418	732,480	712,609	170,662	514,973	599,314

BUILDING FUND

DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

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

DESCRIPTION OF SERVICES AND ACTIVITIES

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

DEPARTMENT GOALS

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

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

Expenditure Category Summary

ACCOUNT DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ADOPTED BUDGET	FY 2019 6 MONTHS ACTUAL	FY 2019 PROJECTED ACTUAL	FY 2020 ADOPTED BUDGET
PERSONNEL SERVICES	100,873	86,152	90,964	42,483	90,128	93,981
MATERIALS, SUPPLIES, SERVICES	357,983	573,089	484,614	131,895	364,314	463,800
TOTAL OPERATING BUDGET	458,856	659,241	575,578	174,378	454,442	557,781
CAPITAL	0	0	0	0	0	0
DEBT SERVICE	0	0	0	0	0	0
GRANTS & AIDS	0	0	0	0	0	0
OTHER NON-OPERATING EXPENSES	21,742	28,770	0	0	0	0
TOTAL NON-OPERATING BUDGET	43,484	57,540	0	0	0	0
TOTAL DEPARTMENT BUDGET	502,340	716,781	575,578	174,378	454,442	557,781

BUILDING FUND



Expenditure Category Detail

ACCOUNT DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ADOPTED BUDGET	FY 2019 6 MONTHS ACTUAL	FY 2019 PROJECTED ACTUAL	FY 2020 ADOPTED BUDGET
Regular Salaries	69,192	61,491	64,937	29,403	63,872	67,974
Overtime	267	19	500	0	450	500
Fica	4,868	4,361	4,983	2,085	4,921	5,200
Retirement Contributions	4,702	4,368	4,770	2,181	5,313	5,116
Health,Life,Dental, Disability	21,434	15,262	15,295	8,454	15,093	14,738
Workers Compensation	410	451	479	359	479	453
Cost Allocation	0	0	0	0	0	0
TOTAL PERSONNEL SERVICES	100,873	86,152	90,964	42,483	90,128	93,981
Professional Services	279,249	474,388	414,400	99,274	297,155	386,400
Bank Fees	2,374	3,074	915	1,614	3,227	3,000
Contract Services-Data Processing	19,346	36,858	9,000	3,360	8,064	9,000
Telephone	1,115	1,354	1,500	699	1,398	1,500
Equipment Rental	1,653	1,790	1,680	382	1,364	1,680
Building Rental/Lease	52,637	53,449	53,119	26,259	52,518	55,220
Office Supplies	1,609	2,177	4,000	228	428	4,000
Relocation of Village Hall	0	0	0	0	0	0
Special Departmental Supplies	0	0	0	0	0	0
Dues, Subscriptions & Memberships	0	0	0	0	0	0
TOTAL MATERIALS, SUPPLIES, SVCS	357,983	573,089	484,614	131,895	364,314	463,800
TOTAL OPERATING BUDGET	458,856	659,241	575,578	174,378	454,442	557,781
Office Equipment	0	0	0	0	0	0
TOTAL CAPITAL	0	0	0	0	0	0
TOTAL NON-OPERATING BUDGET	21,742	28,770	0	0	0	0
TOTAL DEPARTMENT BUDGET	480,598	688,011	575,578	174,378	454,442	557,781

STREET MAINTENANCE FUND

Detail of Revenues & Expenditures

ACCOUNT DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ADOPTED BUDGET	FY 2019 6 MONTHS ACTUAL	FY 2019 PROJECTED ACTUAL	FY 2020 ADOPTED BUDGET
STREET MAINTENANCE FUND						
<i>Operating Revenues</i>						
Local Option Gas Tax	84,364	100,667	98,135	39,373	94,495	96,397
Capital Imp Local Opt Gas Tax	32,680	35,376	35,000	15,148	36,355	37,180
Total Operating Revenues	117,044	136,043	133,135	54,521	130,850	133,577
<i>Intergovernmental Revenues</i>						
Motor Fuel Tax	55,359	65,111	69,289	32,009	64,018	75,483
Total Intergovernmental Revenues	55,359	65,111	69,289	32,009	64,018	75,483
<i>Non-Operating Revenues</i>						
Transfer from General Fund	931,479	175,207	253,513	126,757	229,809	251,797
Transfer from Utility Fund	0	42,377	52,907	26,453	52,907	53,212
Transfer from Stormwater Fund	0	12,170	12,659	6,329	12,659	13,017
Bulk Trask Pick-up	943	18,577	3,730	6,551	13,102	3,000
Grants-Cswy Maintenance	2,832	2,836	2,833	1,418	0	0
Other Miscellaneous Revenue	0	0	1,000	3,735	3,794	2,032
Total Non-Operating Revenues	935,254	251,167	326,642	171,243	312,270	323,058
TOTAL REVENUE	1,107,657	452,320	529,065	257,773	507,138	532,118
<i>Expenditures</i>						
Personnel Services	278,054	391,954	397,478	176,581	369,790	251,945
Operating Expenses	403,246	524,039	529,065	245,545	505,226	387,118
<i>Non-Operating Expenses</i>						
Capital	13,045	2,000	0	1,912	1,912	145,000
Debt Service	0	0	0	0	0	0
Total Non-Operating Expenses	13,045	2,000	0	1,912	1,912	145,000
TOTAL EXPENDITURES	416,291	526,039	529,065	247,457	507,138	532,118

STREET MAINTENANCE FUND- PUBLIC WORKS DEPARTMENT

DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

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

DESCRIPTION OF SERVICES AND ACTIVITIES

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

DEPARTMENT GOALS

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

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

Expenditure Category Summary

ACCOUNT DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ADOPTED BUDGET	FY 2019 6 MONTHS ACTUAL	FY 2019 PROJECTED ACTUAL	FY 2020 ADOPTED BUDGET
PERSONNEL SERVICES	125,192	132,085	131,587	68,964	90,128	93,981
MATERIALS, SUPPLIES, SERVICES	278,054	391,954	397,478	176,581	364,314	463,800
TOTAL OPERATING BUDGET	403,246	524,039	529,065	245,545	454,442	557,781
CAPITAL	13,045	2,000	0	1,912	1,912	145,000
DEBT SERVICE	0	0	0	0	0	0
GRANTS & AIDS	0	0	0	0	0	0
OTHER NON-OPERATING EXPENSES	0	0	0	0	0	0
TOTAL NON-OPERATING BUDGET	13,045	2,000	0	1,912	1,912	145,000
TOTAL DEPARTMENT BUDGET	416,291	526,039	529,065	247,457	507,138	532,118

STREET MAINTENANCE FUND- PUBLIC WORKS DEPARTMENT

Expenditure Category Detail

ACCOUNT DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ADOPTED BUDGET	FY 2019 6 MONTHS ACTUAL	FY 2019 PROJECTED ACTUAL	FY 2020 ADOPTED BUDGET
Regular Salaries	79,442	78,292	81,743	38,394	82,553	85,795
Clothing Allowance	0	517	400	400	400	400
Overtime	5,851	8,836	5,000	3,612	7,224	5,000
Fica Tax	6,602	6,752	6,284	3,248	6,868	6,594
Retirement Contributions	6,452	7,023	6,762	3,470	7,416	7,255
Health, Life, Dental Insurance	19,728	21,817	20,772	11,871	20,350	19,226
Workers' Compensation	7,117	8,848	10,626	7,969	10,625	10,904
TOTAL PERSONNEL SERVICES	125,192	132,085	131,587	68,964	135,436	135,173
Contract Services - Grounds Maint	95,347	104,746	106,631	43,894	104,746	113,355
Temporary Personnel	48,108	53,996	67,000	24,321	64,371	57,000
Electric, Gas and Water	46,654	88,035	30,000	31,560	64,120	44,000
Vehicle Lease	6,873	8,483	9,246	3,852	9,245	9,336
R & M Vehicles	0	517	4,000	254	4,308	1,000
R & M Equipment	4,171	7,816	5,000	23,619	25,619	5,000
R & M Building	2,260	14,871	11,000	2,035	4,069	5,000
R & M Grounds	59,664	102,310	152,800	42,327	81,585	10,000
Uniforms	1,169	1,467	1,400	597	1,194	1,400
Gasoline, CNG & Oil	2,674	3,086	5,000	1,837	4,410	1,500
Tires	1,090	0	2,500	0	1,890	0
Telephone	0	0	0	339	1,287	1,353
Special Department Supplies	75	3,776	2,900	1,946	2,946	3,000
TOTAL MATERIALS, SUPPLIES, SERVICES	278,054	391,954	397,478	176,581	369,790	251,945
TOTAL OPERATING BUDGET	403,246	524,039	529,065	245,545	505,226	387,118
Other Machinery & Equipment	13,045	2,000	0	1,912	1,912	0
Landscape Improvements	0	0	0	0	0	145,000
TOTAL CAPITAL	13,045	2,000	0	1,912	1,912	145,000
GRANTS & AIDS	0	0	0	0	0	0
OTHER NON-OPERATING EXPENSES	0	0	0	0	0	0
TOTAL NON OPERATING BUDGET	13,045	2,000	0	1,912	1,912	145,000
TOTAL DEPARTMENT BUDGET	416,291	526,039	529,065	247,457	507,138	532,118

AFTER SCHOOL & SUMMER PROGRAM FUND

ACCOUNT DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ADOPTED BUDGET	FY 2019 6 MONTHS ACTUAL	FY 2019 PROJECTED ACTUAL	FY 2020 ADOPTED BUDGET
AFTER SCHOOL & SUMMER PROGRAM						
<i>Non-Operating Revenue</i>						
Grant from the Children's Trust	148,401	154,248	169,252	47,822	169,252	169,252
Transfer from General Fund	10,520	10,000	12,442	6,221	12,442	16,291
Fund Balance	0	0	0	0	0	0
Total Non-Operating Revenues	158,921	164,248	181,694	54,043	181,694	185,543
TOTAL REVENUES	158,921	164,248	181,694	54,043	181,694	185,543
<i>Expenditures</i>						
Personnel Services	139,038	141,200	156,259	61,163	156,259	159,407
Operating Expenses	19,883	15,850	25,435	1,894	25,435	26,136
Total Operating Expense	158,921	157,051	181,694	63,056	181,694	185,543
Fund Balance/Reserves/Net Assets	0	7,197	0	(9,013)	0	0
TOTAL AFTER SCHOOL & SUMMER PROGRAM	158,921	164,248	181,694	54,043	181,694	185,543

AFTER SCHOOL & SUMMER PROGRAM FUND

DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

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

DESCRIPTION OF SERVICES AND ACTIVITIES

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

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

DEPARTMENT GOAL

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

Expenditure Category Summary

ACCOUNT DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ADOPTED BUDGET	FY 2019 6 MONTHS ACTUAL	FY 2019 PROJECTED ACTUAL	FY 2020 ADOPTED BUDGET
PERSONAL SERVICES:	139,038	141,200	156,259	61,163	156,259	159,407
MATERIALS, SUPPLIES, SERVICES	19,883	15,850	25,435	1,894	25,435	26,136
TOTAL OPERATING BUDGET	158,921	157,051	181,694	63,056	181,694	185,543
CAPITAL	0	0	0	0	0	0
DEBT SERVICE	0	0	0	0	0	0
GRANTS & AIDS	0	0	0	0	0	0
OTHER NON-OPERATING EXPENSES	0	0	0	0	0	0
TOTAL NON-OPERATING BUDGET	0	0	0	0	0	0
TOTAL DEPARTMENT BUDGET	158,921	157,051	181,694	63,056	181,694	185,543

AFTER SCHOOL & SUMMER FUND

Expenditure Category Detail

ACCOUNT DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ADOPTED BUDGET	FY 2019 6 MONTHS ACTUAL	FY 2019 PROJECTED ACTUAL	FY 2020 ADOPTED BUDGET
Regular Salaries	127,193	129,976	134,258	52,715	134,258	136,761
Fica Tax	9,730	9,943	10,271	4,033	10,271	10,462
Retirement	0	970	11,053	4,163	11,053	11,512
Workers' Compensation	334	311	336	252	336	329
Unemployment	1,781	0	342	0	342	343
TOTAL PERSONNEL SERVICES	139,038	141,200	156,259	61,163	156,259	159,407
Professional Services	1,558	1,364	1,225	0	1,225	1,470
Accounting & Audit	2,000	2,000	1,674	0	1,674	2,000
Admission to Field Trips	7,273	6,740	5,460	0	5,460	4,900
Meals (participants)	0	0	3,360	0	3,360	3,360
Telephone	574	732	1,080	209	1,080	1,080
Building Lease-Storage	0	0	0	0	0	2,603
Indirect Costs	485	662	7,336	1,079	7,336	6,763
Travel (Participants)	2,500	1,445	700	0	700	1,260
Office Supplies	2,145	1,777	2,000	50	2,000	1,000
Minor Tools & Equipment	0	0	0	0	0	0
Program Supplies	3,024	1,130	2,100	555	2,100	1,200
Advertising	0	0	0	0	0	0
Education & Training	324	0	500	0	500	500
TOTAL MATERIALS, SUPPLIES, SERVICE:	19,883	15,850	25,435	1,894	25,435	26,136
TOTAL OPERATING BUDGET	158,921	157,051	181,694	63,056	181,694	185,543
TOTAL DEPARTMENT BUDGET	158,921	157,051	181,694	63,056	181,694	185,543

TRANSPORTATION FUND

Detail of Revenues & Expenditures

ACCOUNT DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ADOPTED BUDGET	FY 2019 6 MONTHS ACTUAL	FY 2019 PROJECTED ACTUAL	FY 2020 ADOPTED BUDGET
TRANSPORTATION FUND						
<i>Operating Revenues</i>						
SurTax Revenue	328,070	372,344	345,888	91,553	330,538	345,888
Total Operating Revenues	328,070	372,344	345,888	91,553	330,538	345,888
<i>Non-Operating Revenues</i>						
Handicap Parking Fines	9,925	5,444	0	5,427	10,855	4,000
Miscellaneous Revenue	0	0	2,000	0	0	8,000
Transfer from General Fund	55,248	55,248	55,248	27,624	55,248	55,248
Fund Balance	830,056	1,357,135	992,419	1,676,595	1,676,595	1,808,391
Total Non-Operating Revenues	895,229	1,417,827	1,049,667	1,709,647	1,742,698	1,875,639
TOTAL REVENUE	1,223,299	1,790,171	1,395,555	1,801,200	2,073,236	2,221,527
<i>Expenditures</i>						
Personnel Services	73,965	85,094	85,832	40,582	82,450	87,795
Operating Expenses	79,897	28,482	78,950	42,697	86,541	305,790
Total Operating Expense	153,862	113,576	164,782	83,279	168,991	393,585
<i>Non-Operating Expenses</i>						
Vehicles	0	0	0	0	0	0
Capital Projects	32,372	0	1,060,802	0	85,000	3,064,000
Debt Service	0	0	0	0	0	0
Transfer to Capital Project Fund	0	0	0	0	0	0
Fund Balance/Reserves/Net Assets	1,037,065	1,676,595	169,971	1,717,921	1,819,246	(1,236,058)
Total Non-Operating Expenses	32,372	0	1,060,802	0	85,000	3,064,000
TOTAL TRANSPORTATION FUND	1,223,299	1,790,171	1,395,555	1,801,200	2,073,236	2,221,527

TRANSPORTATION FUND

DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

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

DESCRIPTION OF SERVICES AND ACTIVITIES

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

DEPARTMENT GOALS

- ✱ Update commuter bus route to meet public needs outside NBV.
- ✱ Initiate street and sidewalks compliance by the end of the 2nd Quarter.

Performance Measures/Indicators	1 st Qtr.	2 nd Qtr.	3 rd Qtr.	4 th Qtr.
Initiate Design of ADA Pedestrian Improvements for Treasure Island & Kennedy Causeway		X		
Begin village-wide street resurfacing program	X			
Expansion of Mini Bus to locations outside Village	X			

Expenditure Category Summary

ACCOUNT DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ADOPTED BUDGET	FY 2019 6 MONTHS ACTUAL	FY 2019 PROJECTED ACTUAL	FY 2020 ADOPTED BUDGET
PERSONNEL SERVICES	73,965	85,094	85,832	40,582	82,450	87,795
MATERIALS, SUPPLIES, SERVICES	79,897	28,482	78,950	42,697	86,541	305,790
TOTAL OPERATING BUDGET	153,862	113,576	164,782	83,279	168,991	393,585
CAPITAL	32,372	0	1,060,802	0	85,000	3,064,000
DEBT SERVICE	0	0	0	0	0	0
GRANTS & AIDS	0	0	0	0	0	0
OTHER NON-OPERATING EXPENS	0	0	0	0	0	0
TOTAL NON-OPERATING BUDGET	32,372	0	1,060,802	0	85,000	3,064,000
TOTAL DEPARTMENT BUDGET	186,234	113,576	1,225,584	83,279	253,991	3,457,585

TRANSPORTATION FUND

Expenditure Category Detail

ACCOUNT DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ADOPTED BUDGET	FY 2019 6 MONTHS ACTUAL	FY 2019 PROJECTED ACTUAL	FY 2020 ADOPTED BUDGET
Regular Salaries	61,241	61,771	61,791	27,963	58,926	63,909
Fica	4,685	4,725	4,727	2,139	4,478	4,889
Retirement	4,625	4,950	5,087	2,309	4,818	5,380
Workers Compensation	3,414	3,648	4,228	3,171	4,228	3,617
Cost Allocation	0	10,000	10,000	5,000	10,000	10,000
TOTAL PERSONNEL SERVICES	73,965	85,094	85,832	40,582	82,450	87,795
Telephone	0	0	0	354	709	1,440
Street Lights	46,563	(5,509)	52,000	17,897	35,794	38,000
Professional Services	0	0	0	9,349	18,698	0
Engineering & Planning	0	0	0	0	0	100,000
Contract Services	0	0	0	0	0	135,000
Repair & Maintenance Vehicle	10,191	20,823	4,000	8,977	17,954	10,000
Repair & Maintenance of Grounds	15,929	1,380	10,000	74	148	10,000
Uniforms	1,079	1,202	1,350	584	1,167	1,350
Gas & Oil	5,700	7,588	10,000	2,868	6,882	10,000
Tires	410	2,869	1,500	2,595	5,189	0
Special Department Supplies	25	130	100	0	0	0
TOTAL MATERIALS, SUPPLIES, SVCS	79,897	28,482	78,950	42,697	86,541	305,790
TOTAL OPERATING BUDGET	153,862	113,576	164,782	83,279	168,991	393,585
Storm Drains	0	0	0	0	0	0
Roads & Streets	32,372	0	1,060,802	0	85,000	3,064,000
Vehicles	0	0	0	0	0	0
Streetscape Improvements	0	0	0	0	0	0
TOTAL CAPITAL	32,372	0	1,060,802	0	85,000	3,064,000
TOTAL NON-OPERATING BUDGET	32,372	0	1,060,802	0	85,000	3,064,000
TOTAL DEPARTMENT BUDGET	186,234	113,576	1,225,584	83,279	253,991	3,457,585

ENTERPRISE FUND

Detail of Revenues & Expenditures

	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ADOPTED BUDGET	FY 2019 6 MONTHS ACTUAL	FY 2019 PROJECTED ACTUAL	FY 2020 ADOPTED BUDGET
Water Revenue	1,938,109	1,891,591	1,910,000	897,336	1,809,672	1,800,000
Sewer Revenue	2,534,863	2,453,300	2,609,880	1,173,123	2,346,246	2,400,000
Sanitation Revenue	1,666,802	1,539,970	1,710,000	801,599	1,603,198	1,700,000
Storm Water Revenue	115,501	114,718	120,000	57,734	115,468	120,000
Service & Late Charges	53,518	36,480	62,000	1,482	2,964	61,000
Total Operating Revenue	6,308,793	6,036,059	6,411,880	2,931,274	5,877,548	6,081,000
Licenses, Permits & Fees						
324.2130 Impact Fees-Water	0	1,400	0	0	0	0
324.2135 Impact Fees-Sewer	0	1,984	0	0	0	0
324.2136 Impact Fees-Sewer Lines	0	2,976	0	0	0	0
Charges for Licenses,Fees & Permits	0	6,360	0	0	0	0
Water Meter Fee	0	0	1,500	20	40	1,000
Interest Earnings	0	180	20	0	0	20
Other Revenue/ State Grants / Stormwater	0	0	0	120,000	120,000	200,000
Other Miscellaneous Revenue	2,439	2,462	50,000	545	1,363	50,000
Water Disconnect Fee	0	1,060	1,500	120	240	1,500
Sewer Improvements	0	0	0	0	0	0
Utilities Loan Proceeds	0	0	2,100,000	1,897,863	2,042,753	1,600,000
Appropriation of Fund Balance-Utilities	0	0	(374,680)	0	(1,509,916)	(1,576,798)
Appropriation of Fund Balance-Stormwater	0	0	665,404	0	639,121	782,453
Total Non-Operating Revenue:	2,439	135,209	2,443,744	2,018,548	1,293,601	1,058,174
TOTAL ENTERPRISE REVENUE	6,311,232	6,171,268	8,855,624	4,949,822	7,171,148	7,139,174
Expenditures						
Utilities Administration	803,966	973,841	724,511	332,649	732,317	1,067,247
Water Operations	884,227	918,842	893,849	312,945	715,406	856,813
Sewer	1,612,979	1,566,387	1,433,498	835,280	1,462,790	1,421,386
Sanitation	1,228,049	1,144,499	1,090,274	536,563	1,114,596	1,127,514
Storm Water	69,205	67,304	127,155	9,193	70,935	257,857
Total Operating Expenses	4,598,426	4,670,872	4,269,287	2,026,630	4,096,044	4,730,817
Transfer from SW to Street Maintenance Fund	11,077	12,170	12,659	6,330	12,659	13,017
Transfer from UT to General Fund	768,701	841,644	871,503	435,752	871,503	1,058,190
Transfer from UT to Street Maintenance Fund	36,525	42,377	52,907	26,453	52,907	53,212
Debt Principal	0	0	848,442	65,700	848,442	849,291
Debt Interest	28,159	21,829	32,736	12,028	32,736	31,888
UT Capital Outlay & other non-oper	6,676	7,077	2,120,500	0	30,210	203,000
Capital Improvements- Water	5,287	5,031	0	876,061	2,574,209	0
Capital Improvements- Sewer	482,315	300,042	0	31,842	31,842	1,600,000
Capital Improvement -Sanitation	0	0	0	0	0	0
Fund Balances/Reserves/Net Assets	374,066	138,719	647,591	1,469,026	130,513	(1,400,240)
Total Non- Operating Expense	1,712,806	1,368,889	4,586,337	2,923,192	4,585,020	2,408,357
TOTAL ENTERPRISE EXPENSES	6,311,232	6,039,761	8,855,624	4,949,822	8,681,064	7,139,174

ENTERPRISE FUND-UTILITIES ADMINISTRATION

DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

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

DESCRIPTION OF SERVICES & ACTIVITIES

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

DEPARTMENT GOALS

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

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

Expenditure Category Summary

ACCOUNT DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ADOPTED BUDGET	FY 2019 6 MONTHS ACTUAL	FY 2019 PROJECTED ACTUAL	FY 2020 ADOPTED BUDGET
PERSONNEL SERVICES	169,319	312,663	199,059	90,713	264,462	533,830
MATERIALS, SUPPLIES, SERVICES	634,647	661,178	525,451	241,936	467,855	533,417
TOTAL OPERATING BUDGET	803,966	973,841	724,511	332,649	732,317	1,067,247
CAPITAL	0	0	2,120,500	0	20,500	3,000
DEBT SERVICE	0	0	0	0	0	0
GRANTS & AIDS	36,525	42,377	0	0	0	0
OTHER NON-OPERATING EXPENSES	805,226	884,021	0	0	0	0
TOTAL NON-OPERATING BUDGET	841,751	926,398	2,120,500	0	20,500	3,000
TOTAL DEPARTMENT BUDGET	1,645,717	1,900,239	2,845,011	332,649	752,817	1,070,247

ENTERPRISE FUND-UTILITIES ADMINISTRATION

Expenditure Category Detail

ACCOUNT DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ADOPTED BUDGET	FY 2019 6 MONTHS ACTUAL	FY 2019 PROJECTED ACTUAL	FY 2020 ADOPTED BUDGET
Regular Salaries	115,341	237,948	165,843	74,578	214,382	410,730
Overtime	180	0	0	0	0	0
Car Allowance	0	1,523	0	0	1,500	3,600
FICA Tax	11,163	15,361	12,718	5,623	16,515	31,696
Retirement Contribution	27,355	46,885	17,391	7,615	27,815	62,031
Life, Dental & Health Insurance	14,005	19,385	11,272	6,521	12,415	33,485
Workers Compensation	1,275	1,561	1,835	1,376	1,835	2,288
Cost Allocation	0	(10,000)	(10,000)	(5,000)	(10,000)	(10,000)
TOTAL PERSONNEL SERVICES	169,319	312,663	199,059	90,713	264,462	533,830
Bank Fees	18,991	24,651	16,000	12,969	25,938	16,000
Professional Services	94,931	91,046	53,000	10,842	51,684	47,750
Accounting and Auditing	20,750	22,250	20,500	13,350	20,500	19,000
Engineering & Planning	0	0	75,000	5,970	31,940	75,000
Contract Services-Data processing	40,724	56,985	78,800	35,794	71,588	78,800
Contract Services-Medical	200	1,067	1,000	50	100	1,000
Telephone	16,086	18,264	18,600	5,637	11,275	18,600
Postage	6,611	6,500	5,000	6,971	13,941	5,000
Vehicle Lease	19,579	17,265	20,500	9,364	19,142	10,740
Building Lease	52,637	53,449	53,119	26,259	52,517	55,220
General Insurance	70,681	94,947	109,979	90,954	121,272	122,280
Depreciation - Equipment	3,484	13,532	0	0	0	0
Depreciation - Improvements O/T Bldg.	52,870	50,316	0	0	0	0
Repairs & Maintenance of Building	73,524	55,879	18,000	12,269	24,537	25,000
Repairs & Maintenance of Office Equipment	8,828	7,759	250	141	282	250
Repairs & Maintenance of Vehicles	1,837	1,150	1,000	435	870	2,000
Uniforms	291	2,068	886	504	1,008	960
Gasoline, CNG & Oil	2,257	4,223	4,000	1,013	2,430	4,000
Special Department Supplies	10,002	8,699	6,000	4,711	9,422	6,000
Dues, Subscriptions & Memberships	495	1,050	3,500	629	1,258	3,500
Education & Training	3,032	1,853	4,500	1,265	2,530	6,500
Contingency	0	0	33,817	0	0	33,817
TOTAL MATERIALS, SUPPLIES, SVCS	634,647	661,178	525,451	241,936	467,855	533,417
TOTAL OPERATING BUDGET	803,966	973,841	724,511	332,649	732,317	1,067,247
Office Equipment	0	0	20,500	0	20,500	3,000
Buildings	0	0	2,100,000	0	0	0
TOTAL CAPITAL OUTLAYS	0	0	2,120,500	0	20,500	3,000
Transfer to General Fund	768,701	841,644	0	0	0	0
OTHER NON-OPERATING EXPENSES	805,226	884,021	0	0	0	0
TOTAL NON-OPERATING BUDGET	841,751	884,021	2,120,500	0	20,500	3,000
TOTAL DEPARTMENT BUDGET	1,645,717	1,857,862	2,845,011	332,649	752,817	1,070,247

ENTERPRISE FUND-WATER DEPARTMENT

DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

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

DESCRIPTION OF SERVICES AND ACTIVITIES

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

DEPARTMENT GOALS

- ✱ Create an inventory and replacement schedule for water meters and water meter boxes.
- ✱ Establish a preventive maintenance program on water valves & fire hydrants.
- ✱ Establish an equipment replacement schedule.
- ✱ Maintain a quality water distribution system.
- ✱ Increase the efficiency of water sales.

Performance Measures/Indicators	1 st Qtr.	2 nd Qtr.	3 rd Qtr.	4 th Qtr.
To provide the purest water to the residents by performing annual tests	X			
Create an inventory and replacement schedule for water meters and water meter boxes		X		
Establish a preventive maintenance program on water valves & fire hydrants		X		

Expenditure Category Summary

ACCOUNT DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ADOPTED BUDGET	FY 2019 6 MONTHS ACTUAL	FY 2019 PROJECTED ACTUAL	FY 2020 ADOPTED BUDGET
PERSONNEL SERVICES	82,365	75,900	75,752	39,396	51,215	76,484
MATERIALS, SUPPLIES, SERVICES	801,862	842,942	818,097	273,549	664,191	780,329
TOTAL OPERATING BUDGET	884,227	918,842	893,849	312,945	715,406	856,813
CAPITAL	6,676	0	0	0	0	0
DEBT SERVICE	0	0	0	0	0	0
GRANTS & AIDS	0	0	0	0	0	0
OTHER NON-OPERATING EXPENSES	0	0	0	0	0	0
TOTAL NON-OPERATING BUDGET	6,676	0	0	0	0	0
TOTAL DEPARTMENT BUDGET	890,903	918,842	893,849	312,945	715,406	856,813

ENTERPRISE FUND-WATER DEPARTMENT

Expenditure Category Detail

ACCOUNT DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ADOPTED BUDGET	FY 2019 6 MONTHS ACTUAL	FY 2019 PROJECTED ACTUAL	FY 2020 ADOPTED BUDGET
Regular Salaries	55,299	44,976	50,444	23,468	31,363	41,884
Overtime	4,720	8,117	4,000	2,992	3,134	4,000
Clothing Allowance	0	0	200	200	200	200
Fica Tax	4,454	4,095	3,874	2,056	2,654	3,219
Retirement Contribution	5,438	7,976	4,169	2,202	2,866	3,542
Health, Life, Dental & Disability Ins.	10,473	8,371	10,323	6,422	8,257	21,636
Workers Compensation	1,981	2,365	2,741	2,056	2,741	2,002
TOTAL PERSONNEL SERVICES	82,365	75,900	75,752	39,396	51,215	76,484
Professional Services	0	0	0	0	0	0
Water Purchases	656,797	704,472	721,000	266,725	647,870	721,000
R & M Vehicles	0	25	500	0	500	2,500
R & M Equipment	211	1,130	500	0	500	500
R & M Water Lines	121,270	121,263	80,000	0	1,423	40,000
Uniforms	1,114	758	578	294	588	810
Gasoline, CNG & Oil	1,359	3,279	3,500	666	1,332	3,500
Vehicle Lease	5,768	6,347	5,769	2,404	4,808	5,769
Minor Tools and Equipment	0	0	250	0	250	250
Special Department Supplies	15,343	5,668	6,000	3,460	6,920	6,000
TOTAL MATERIALS, SUPPLIES, SERVICES	801,862	842,942	818,097	273,549	664,191	780,329
TOTAL OPERATING BUDGET	884,227	918,842	893,849	312,945	715,406	856,813
Water Meters	6,676	0	0	0	0	0
TOTAL CAPITAL OUTLAYS	6,676	0	0	0	0	0
Transfer to Water Improvements Trust Fund	0	0	0	0	0	0
OTHER NON-OPERATING EXPENSES	0	0	0	0	0	0
TOTAL NON-OPERATING BUDGET	6,676	0	0	0	0	0
TOTAL DEPARTMENT BUDGET	890,903	918,842	893,849	312,945	715,406	856,813

ENTERPRISE FUND-SEWER DEPARTMENT

DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

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

DEPARTMENT GOALS

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

DESCRIPTION OF SERVICES & ACTIVITIES

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

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

Expenditure Category Summary

ACCOUNT DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ADOPTED BUDGET	FY 2019 6 MONTHS ACTUAL	FY 2019 PROJECTED ACTUAL	FY 2020 ADOPTED BUDGET
PERSONNEL SERVICES	171,762	218,101	176,495	94,072	191,268	178,732
MATERIALS, SUPPLIES, SERVICES	1,441,217	1,348,286	1,257,003	741,208	1,271,522	1,242,654
TOTAL OPERATING BUDGET	1,612,979	1,566,387	1,433,498	835,280	1,462,790	1,421,386
CAPITAL	0	0	0	0	0	0
DEBT SERVICE	0	0	0	0	0	0
GRANTS & AIDS	0	0	0	0	0	0
OTHER NON-OPERATING EXPENSES	403,608	948,771	0	0	0	0
TOTAL NON-OPERATING BUDGET	403,608	948,771	0	0	0	0
TOTAL DEPARTMENT BUDGET	2,016,587	2,515,158	1,433,498	835,280	1,462,790	1,421,386

ENTERPRISE FUND-SEWER DEPARTMENT

Expenditure Category Detail

ACCOUNT DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ADOPTED BUDGET	FY 2019 6 MONTHS ACTUAL	FY 2019 PROJECTED ACTUAL	FY 2020 ADOPTED BUDGET
Regular Salaries	108,121	115,196	116,611	54,188	115,876	120,455
Overtime	8,210	34,624	5,000	9,511	19,022	5,000
Fica	8,622	11,115	8,951	4,693	10,350	9,245
Retirement Contribution	16,270	22,531	9,602	5,295	11,176	10,112
Health, Life, Dental, Disability Ins.	26,224	28,906	29,576	15,219	28,090	27,858
Workers' Compensation	4,315	5,329	6,354	4,766	6,354	5,662
TOTAL PERSONNEL SERVICES	171,762	218,101	176,495	94,072	191,268	178,732
Engineering & Planning	17,370	31,630	40,000	11,800	23,600	40,000
Temporary Personnel	0	0	1,000	0	0	1,000
Electric, Gas & WT	46,276	44,324	48,000	20,729	41,458	48,000
Sewerage Disposal	1,314,802	1,020,540	900,000	452,938	910,218	929,610
R & M Vehicles	0	211	500	0	0	2,500
R & M Equipment	11,058	6,559	10,000	8,137	16,274	10,000
R & M Building	25	653	2,000	98,924	98,924	2,000
R & M Lift Stations	32,499	83,789	90,000	137,612	157,612	90,000
R & M Sewer Lines	14,109	145,667	100,000	4,086	8,172	50,000
Uniforms	1,468	1,330	777	590	1,180	1,300
Gasoline, CNG & Oil	3,253	4,088	8,200	1,463	2,926	8,200
Tires	0	0	0	0	0	0
Chemicals	0	0	600	0	600	600
Minor Tools & Equipment	37	162	700	0	700	700
Special Department Supplies	320	1,381	1,000	2,040	4,080	1,000
Vehicle Lease	0	7,951	6,876	2,864	5,727	12,744
Contingency	0	0	47,350	0	0	45,000
TOTAL MATERIALS, SUPPLIES, SVCS	1,441,217	1,348,286	1,257,003	741,208	1,271,522	1,242,654
TOTAL OPERATING BUDGET	1,612,979	1,566,387	1,433,498	835,280	1,462,790	1,421,386
Transfers to Sewer Trust	403,608	948,771	0	0	0	0
TOTAL OTHER NON-OPERATING EXPEN	403,608	948,771	0	0	0	0
TOTAL NON OPERATING BUDGET	403,608	948,771	0	0	0	0
TOTAL DEPARTMENT BUDGET	2,016,587	2,515,158	1,433,498	835,280	1,462,790	1,421,386

ENTERPRISE FUND-SANITATION DEPARTMENT

DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

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

DESCRIPTION OF SERVICES & ACTIVITIES

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

DEPARTMENT GOALS

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

Performance Measures/Indicators	1 st Qtr.	2 nd Qtr.	3 rd Qtr.	4 th Qtr.
Create an inventory and replacement schedule for vehicles			X	

Expenditure Category Summary

ACCOUNT DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ADOPTED BUDGET	FY 2019 6 MONTHS ACTUAL	FY 2019 PROJECTED ACTUAL	FY 2020 ADOPTED BUDGET
PERSONNEL SERVICES	311,558	323,074	289,117	149,381	294,070	291,053
MATERIALS, SUPPLIES, SERVICES	916,491	821,425	801,157	387,182	820,526	836,460
TOTAL OPERATING BUDGET	1,228,049	1,144,499	1,090,274	536,563	1,114,596	1,127,514
CAPITAL	0	0	0	0	0	0
DEBT SERVICE	0	0	0	0	0	0
GRANTS & AIDS	0	0	0	0	0	0
OTHER NON-OPERATING EXPENSES	65,000	0	0	0	0	0
TOTAL NON-OPERATING BUDGET	65,000	0	0	0	0	0
TOTAL DEPARTMENT BUDGET	1,293,049	1,144,499	1,090,274	536,563	1,114,596	1,127,514

ENTERPRISE FUND-SANITATION DEPARTMENT

Expenditure Category Detail

ACCOUNT DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ADOPTED BUDGET	FY 2019 6 MONTHS ACTUAL	FY 2019 PROJECTED ACTUAL	FY 2020 ADOPTED BUDGET
Regular Salaries	190,411	194,786	183,975	86,095	185,348	191,383
Overtime	10,324	15,178	10,000	6,767	13,534	10,000
Clothing Allowance	0	800	0	800	800	800
Fica	15,128	15,964	14,135	7,000	15,276	14,702
Retirement Contribution	39,755	38,034	19,885	8,968	16,494	18,700
Life, Health, Dental, Disability Ins.	39,396	40,718	41,779	25,245	43,277	38,734
Workers' Compensation	16,544	17,594	19,342	14,506	19,341	16,733
TOTAL PERSONNEL SERVICES	311,558	323,074	289,117	149,381	294,070	291,053
Temporary Personnel	144,325	164,544	110,000	79,733	159,466	110,000
Solid Waste Disposal	497,129	373,051	410,103	181,522	377,790	422,406
Recycling Service Contract	104,630	111,104	110,400	34,189	82,054	110,400
R & M Vehicles	65,792	27,659	20,000	5,807	11,614	40,000
R & M Equipment	24,854	23,244	20,000	32,419	64,838	35,000
Uniforms	3,764	3,198	1,968	1,737	3,474	1,968
Gasoline, CNG & Oil	21,624	27,681	22,000	8,302	17,604	25,000
Tires	13,549	431	15,000	65	15,000	0
Chemicals	900	1,300	3,000	0	0	3,000
Special Department Supplies	0	1,812	1,000	65	1,000	1,000
Education & Training	0	50	1,000	0	1,000	1,000
TOTAL MATERIALS, SUPPLIES, SERVICES	916,491	821,425	801,157	387,182	820,526	836,460
TOTAL OPERATING BUDGET	1,228,049	1,144,499	1,090,274	536,563	1,114,596	1,127,514
Lease Purchase Principal	0	0	0	0	0	0
Lease Purchase Interest	0	0	0	0	0	0
TOTAL DEBT SERVICE	0	0	0	0	0	0
Transfers to Sanitation Improvements	65,000	0	0	0	0	0
OTHER NON-OPERATING EXPENSES	65,000	0	0	0	0	0
TOTAL NON OPERATING BUDGET	65,000	0	0	0	0	0
TOTAL DEPARTMENT BUDGET	1,293,049	1,144,499	1,090,274	536,563	1,114,596	1,127,514

ENTERPRISE FUND-STORMWATER FUND

DESCRIPTION OF SERVICES AND ACTIVITIES

DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

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

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

DEPARTMENT GOALS

- ✱ *Develop a stormwater master plan.*
- ✱ *Ensure reserves funding for future needs of storm water utility systems.*
- ✱ *Upgrade Storm water inlets, lines and outfalls as needed.*
- ✱ *Maintain a quality storm water transmission system.*
- ✱ *Continue maintaining a street sweeping program.*

Performance Measures/Indicators	1 st Qtr.	2 nd Qtr.	3 rd Qtr.	4 th Qtr.
Develop a stormwater master plan			X	
Start to upgrade Storm water inlets, lines and outfalls as needed				X
Maintain a quality storm water transmission system			X	
Treasure Island stormwater pump station flood control plan				X

Expenditure Category Summary

ACCOUNT DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ADOPTED BUDGET	FY 2019 6 MONTHS ACTUAL	FY 2019 PROJECTED ACTUAL	FY 2020 ADOPTED BUDGET
PERSONNEL SERVICES	3,006	3,615	77,713	4,096	17,499	76,157
MATERIALS, SUPPLIES, SERVICES	66,199	63,689	49,442	5,097	53,437	181,700
TOTAL OPERATING BUDGET	69,205	67,304	127,155	9,193	70,935	257,857
CAPITAL	0	0	0	4,855	9,710	200,000
DEBT SERVICE	0	0	0	0	0	0
GRANTS & AIDS	0	0	0	0	0	0
OTHER NON-OPERATING EXPENSES	11,077	12,170	0	0	0	0
TOTAL NON-OPERATING BUDGET	11,077	12,170	0	4,855	9,710	200,000
TOTAL DEPARTMENT BUDGET	80,283	79,474	127,155	14,048	80,645	457,857

ENTERPRISE FUND-STORMWATER FUND

Expenditure Category Detail

ACCOUNT DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ADOPTED BUDGET	FY 2019 6 MONTHS ACTUAL	FY 2019 PROJECTED ACTUAL	FY 2020 ADOPTED BUDGET
Regular Salaries	0	0	42,424	0	7,071	41,600
FICA Tax	0	0	3,245	0	541	3,198
Retirement Contribution	0	0	3,493	0	582	3,519
Life, Health, Dental, Disability Ins.	0	0	23,063	0	3,844	21,824
Workers' Compensation	3,006	3,615	5,488	4,096	5,461	5,816
TOTAL PERSONNEL SERVICES	3,006	3,615	77,713	4,096	17,499	76,157
Storm Water Compliance	4,202	4,024	6,000	4,192	8,384	6,000
Electric, Gas & Water	3,087	2,217	200	905	1,811	200
Depreciation of Equipment	37,785	35,960	0	0	0	0
R & M Equipment	0	0	2,242	0	2,242	2,500
R & M Lines	0	20,513	8,000	0	8,000	15,000
R & M of Streets	0	0	24,000	0	24,000	24,000
Contingency	0	0	9,000	0	9,000	9,000
TOTAL MATERIALS, SUPPLIES, SERVICES	66,199	63,689	49,442	5,097	53,437	181,700
TOTAL OPERATING BUDGET	69,205	67,304	127,155	9,193	70,935	257,857
Storm Drains	0	0	0	4,855	9,710	200,000
TOTAL CAPITAL	0	0	0	4,855	9,710	200,000
Transfer to Street Maintenance	11,077	12,170	0	0	0	0
Transfer to Street Maintenance	11,077	12,170	0	0	0	0
TOTAL OTHER NON-OPERATING EXPENSES	11,077	12,170	0	0	0	0
TOTAL NON OPERATING BUDGET	11,077	12,170	0	4,855	9,710	200,000
TOTAL DEPARTMENT BUDGET	80,282	79,474	127,155	14,048	80,645	457,857

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.

Performance Measures/Indicators	1 st Qtr.	2 nd Qtr.	3 rd Qtr.	4 th Qtr.
Establish a meter and valve replacement program		X		
Establish Lateral Replacement Program		X		

Expenditure Category Summary

ACCOUNT DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ADOPTED BUDGET	FY 2019 6 MONTHS ACTUAL	FY 2019 PROJECTED ACTUAL	FY 2020 ADOPTED BUDGET
PERSONNEL SERVICES	0	0	0	0	0	0
MATERIALS, SUPPLIES, SERVICES	5,287	5,031	0	0	0	0
TOTAL OPERATING BUDGET	5,287	5,031	0	0	0	0
CAPITAL	22,615	7,077	0	876,061	2,042,753	0
DEBT SERVICE	0	0	531,456	265,728	531,456	531,456
GRANTS & AIDS	0	0	0	0	0	0
OTHER NON-OPERATING EXPENSES	0	0	0	0	0	0
TOTAL NON-OPERATING BUDGET	22,615	7,077	531,456	1,141,789	2,574,209	531,456
TOTAL DEPARTMENT BUDGET	27,902	12,108	531,456	1,141,789	2,574,209	531,456

ENTERPRISE FUND-WATER IMPROVEMENTS TRUST FUND

Expenditure Category Detail

ACCOUNT DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ADOPTED BUDGET	FY 2019 6 MONTHS ACTUAL	FY 2019 PROJECTED ACTUAL	FY 2020 ADOPTED BUDGET
Depreciation -Water Lines	5,287	5,031	0	0	0	0
Water Meters	0	0	0	0	0	0
TOTAL MATERIALS, SUPPLIES, SERVICES	5,287	5,031	0	0	0	0
TOTAL OPERATING BUDGET	5,287	5,031	0	0	0	0
Meters & Service Line Replacement	30,428	1,914	0	57,651	1,018,713	0
Water Transmission & Distribution Project	22,615	5,163	0	818,410	1,024,040	0
TOTAL CAPITAL	22,615	7,077	0	876,061	2,042,753	0
DEBT SERVICE	0	0	531,456	265,728	531,456	531,456
GRANTS & AIDS	0	0	0	0	0	0
OTHER NON-OPERATING EXPENSES	0	0	0	0	0	0
TOTAL NON OPERATING BUDGET	22,615	7,077	531,456	1,141,789	2,574,209	531,456
TOTAL DEPARTMENT BUDGET	27,902	12,108	531,456	1,141,789	2,574,209	531,456

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

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

Performance Measures/Indicators	1 st Qtr.	2 nd Qtr.	3 rd Qtr.	4 th Qtr.
Evaluate Sewer I&I project	X			
Continue repairs of sewer lines		X		
Start replacement Lift Stations			X	

Expenditure Category Summary

ACCOUNT DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ADOPTED BUDGET	FY 2019 6 MONTHS ACTUAL	FY 2019 PROJECTED ACTUAL	FY 2020 ADOPTED BUDGET
PERSONNEL SERVICES	0	0	0	0	0	0
MATERIALS, SUPPLIES, SERVICES	314,165	300,042	0	0	0	0
TOTAL OPERATING BUDGET	314,165	300,042	0	0	0	0
CAPITAL	168,150	0	0	31,842	31,842	1,600,000
DEBT SERVICE	28,159	21,829	349,722	77,729	349,722	349,722
GRANTS & AIDS	0	0	0	0	0	0
OTHER NON-OPERATING EXPENSES	0	0	0	0	0	0
TOTAL NON-OPERATING BUDGET	196,309	21,829	349,722	109,571	381,564	1,949,722
TOTAL DEPARTMENT BUDGET	510,474	321,871	349,722	109,571	381,564	1,949,722

ENTERPRISE FUND-SEWER IMPROVEMENTS TRUST FUND

Expenditure Category Detail

ACCOUNT DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ADOPTED BUDGET	FY 2019 6 MONTHS ACTUAL	FY 2019 PROJECTED ACTUAL	FY 2020 ADOPTED BUDGET
Depreciation Equipment	314,165	298,990	0	0	0	0
TOTAL MATERIALS, SUPPLIES, SERVICES	314,165	300,042	0	0	0	0
TOTAL OPERATING BUDGET	314,165	300,042	0	0	0	0
Sewer Mains Clnng, Videoing & Rehab	0	0	0	0	0	100,000
Sewer Improvement Project	168,150	0	0	31,842	31,842	1,500,000
West Bound Sewer Transmission	0	0	0	0	0	0
TOTAL CAPITAL	168,150	0	0	31,842	31,842	1,600,000
Loan Principal	0	0	316,986	65,700	316,986	317,835
Loan Interest	28,159	21,829	32,736	12,028	32,736	31,888
TOTAL DEBT SERVICE	28,159	21,829	349,722	77,729	349,722	349,722
TOTAL NON OPERATING BUDGET	196,309	21,829	349,722	109,571	381,564	1,949,722
TOTAL DEPARTMENT BUDGET	510,474	321,871	349,722	109,571	381,564	1,949,722

DEBT SERVICE FUND

Detail of Revenues & Expenditures

ACCOUNT DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ADOPTED BUDGET	FY 2019 6 MONTHS ACTUAL	FY 2019 PROJECTED ACTUAL	FY 2020 ADOPTED BUDGET
G/O Bond Ad Valorem Debt Service Tax	652,848	621,520	642,427	573,543	642,427	641,409
Loan Debt Proceeds	0	2,350,000	0	0	0	0
Rent Proceeds-Sakura Lot	0	48,480	135,000	62,400	62,400	0
Fund Balance	0	0	0	0	0	0
TOTAL FUND REVENUE	652,848	3,020,000	777,427	635,943	704,827	641,409
<i>Expenditures</i>						
OPERATING BUDGET	0	70,493	0	0	0	0
DEBT SERVICE	648,048	2,948,684	777,427	242,608	704,827	641,409
Fund Balance/Reserves/Net Assets	4,800	824	0	393,335	0	0
TOTAL DEPARTMENT BUDGET	652,848	3,020,000	777,427	635,943	704,827	641,409

DEBT SERVICE FUND

DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

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

DESCRIPTION OF SERVICES & ACTIVITIES

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

DEPARTMENT GOALS

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

Expenditure Category Summary

ACCOUNT DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ADOPTED BUDGET	FY 2019 6 MONTHS ACTUAL	FY 2019 PROJECTED ACTUAL	FY 2020 ADOPTED BUDGET
CAPITAL	0	0	0	0	0	0
DEBT SERVICE	648,048	653,059	777,427	242,608	704,827	641,409
TRANSFER TO CAPITAL PROJECTS FL	0	2,295,625	0	0	0	0
OTHER NON-OPERATING EXPENSES	0	0	0	0	0	0
TOTAL NON-OPERATING BUDGET	648,048	2,948,684	777,427	242,608	704,827	641,409
TOTAL DEPARTMENT BUDGET	648,048	3,019,177	777,427	242,608	704,827	641,409

DEBT SERVICE FUND

Expenditure Category Detail

ACCOUNT DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ADOPTED BUDGET	FY 2019 6 MONTHS ACTUAL	FY 2019 PROJECTED ACTUAL	FY 2020 ADOPTED BUDGET
G/O Bonds Principal	422,857	432,857	499,878	102,857	427,279	462,857
G/O Bonds Interest	225,191	220,202	277,549	139,751	277,549	178,552
G/O Bonds Miscellaneous Fees	0	0	0	0	0	0
TOTAL DEBT SERVICE	648,048	653,059	777,427	242,608	704,827	641,409
TOTAL NON OPERATING BUDGET	648,048	2,948,684	777,427	242,608	704,827	641,409
TOTAL DEPARTMENT BUDGET	648,048	3,019,177	777,427	242,608	704,827	641,409

CAPITAL PROJECTS FUND

DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

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

DESCRIPTION OF SERVICES & ACTIVITIES

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

DEPARTMENT GOALS

- ✳ *Develop a Capital Improvements Program (CIP).*
- ✳ *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.*

Performance Measures/Indicators	1 st Qtr.	2 nd Qtr.	3 rd Qtr.	4 th Qtr.
Update and coordinate implementation of Capital Projects over the next 5 years				X
Prepare Architectural & Engineering Services for RFQ	X			

Expenditure Category Summary

ACCOUNT DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ADOPTED BUDGET	FY 2019 6 MONTHS ACTUAL	FY 2019 PROJECTED ACTUAL	FY 2020 ADOPTED BUDGET
PERSONNEL SERVICES	0	0	0	0	0	0
MATERIALS, SUPPLIES, SERVICES	1,550	15,315	0	0	15,315	0
TOTAL OPERATING BUDGET	1,550	15,315	0	0	15,315	0
CAPITAL	383,679	2,981,259	510,000	251,308	366,190	1,416,300
DEBT SERVICE	0	0	0	0	0	0
GRANTS & AIDS	0	0	0	0	0	0
OTHER NON-OPERATING EXPENSES	383,679	2,981,259	510,000	251,308	366,190	1,416,300
TOTAL IMPROVEMENT EXPENDITURES	383,679	2,981,259	510,000	251,308	366,190	1,416,300

CAPITAL PROJECTS FUND

Expenditure Category Detail

ACCOUNT DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ADOPTED BUDGET	FY 2019 6 MONTHS ACTUAL	FY 2019 PROJECTED ACTUAL	FY 2020 ADOPTED BUDGET
City Hall and Public Safety Facility	17,403	2,500	50,000	76,417	85,417	50,000
Park Improvements	0	1,530	300,000	0	0	266,300
Capital Outlay for Land	0	2,295,625	0	0	0	0
Baywalk Plaza	314,629	678,782	0	157,952	277,952	1,000,000
Boardwalk Project	51,647	2,822	160,000	16,939	2,821	100,000
TOTAL CAPITAL	383,679	2,981,259	510,000	251,308	366,190	1,416,300
OTHER NON-OPERATING EXPENSES						
Transfer to General Fund	0	0	0	0	0	0
TOTAL NON OPERATING BUDGET	383,679	2,981,259	510,000	251,308	366,190	1,416,300
TOTAL DEPARTMENT BUDGET	383,679	2,981,259	510,000	251,308	366,190	1,416,300

CAPITAL SUMMARY

FUNDING SOURCE FUND	FY 2020 DESCRIPTION	Prior Years	2020	2021	2022	2023	2024
112-STREET MAINTENANCE FUND							
	Name: Street Landscape Improvements and Median Beautification	0	100,000	100,000	50,000	50,000	50,000
	Name: Causeway Median Beautification	0	45,000	45,000	0		0
	TOTAL STREET MAINTENANCE FUND CAPITAL OUTLAY	0	145,000	145,000	50,000	50,000	50,000
115-TRANSPORTATION FUND							
	Name: Pavement Resurfacing of North Bay Village Streets	51,818	3,000,000	30,000	30,000	30,000	30,000
	Name: Bus Shelters on Kennedy Causeway	0	20,000	75,000	0	0	0
	Name: Treasure Island & Kennedy Cswy ADA Pedestrian Improvements	0	44,000	195,000	0	0	0
	Name: Harbor Island Parking Improvements	0	0	25,000	0	0	0
	Name: On-Demand Transit Operations (FREEBIE)	64,600	135,000	135,000	135,000	135,000	135,000
	Name: Downtown Express Transit Operations (Engineering & Planning)	0	100,000	100,000	100,000	100,000	100,000
	Name: Transit operations & Improvements (bus stop signage, guides, tracking software)	0	10,000	10,000	10,000	10,000	10,000
	TOTAL TRANSPORTATION FUND CAPITAL IMPROVEMENTS	116,418	3,309,000	570,000	275,000	275,000	275,000
325-CAPITAL PROJECTS FUND							
	Name: Public Safety / Municipal Complex	141,757	50,000	8,000,000	0	0	0
	Name: Parks Facility	5,796,971	236,300	0	0	0	0
	Name: Baywalk Plaza Project	1,391,474	1,000,000	200,000	2,500,000	0	0
	Name: Boardwalk Linear Park	69,993	100,000	100,000	1,500,000	1,500,000	1,500,000
	Name: Underground Utility Lines Project	0	0	7,500,000	7,500,000	7,500,000	7,500,000
	Name: Art in Public Places	0	30,000	0	0	0	0
	TOTAL CAPITAL PROJECTS FUND	7,400,195	1,416,300	15,800,000	11,500,000	9,000,000	9,000,000
430-UTILITY FUND							
	Name: 1841 Galleon St. Renovations to Public Works Building	15,000	25,000	0	0	0	0
	TOTAL CAPITAL IMPROVEMENTS FUND	15,000	25,000	0	0	0	0
440-STORM WATER FUND							
	Name: Stormwater Pump Station	996,227	325,000	1,550,000	1,500,000	50,000	50,000
	TOTAL STORM WATER IMPROVEMENTS FUND	996,227	325,000	1,550,000	1,500,000	50,000	50,000
360-WATER IMPROVEMENTS FUND							
	Name: Watermain Replacement Program	0	0	0	0	0	100,000
	Name: Water Valve Replacement Program	0	0	50,000	50,000	50,000	150,000
	TOTAL WATER IMPROVEMENTS FUND CAPITAL IMPROVEMENTS	0	0	50,000	50,000	50,000	0
365-SEWER IMPROVEMENTS FUND							
	Sewer Pump Stations Rehabilitation	0	100,000	250,000	250,000	250,000	250,000
	Lift Stations Replacement	0	1,500,000	0	0	0	0
	TOTAL SEWER IMPROVEMENTS FUND CAPITAL IMPROVEMENTS	0	1,600,000	250,000	250,000	250,000	250,000
	TOTAL ALL FUND CAPITAL IMPROVEMENTS	8,527,839	6,820,300	18,365,000	13,625,000	9,675,000	9,775,000

CAPITAL IMPROVEMENTS

Name: Pavement Resurfacing of North Bay Village Streets		AMOUNT		3,171,818		
DESCRIPTION:						
FY 2020 Milling Resurfacing of all North Bay Village streets.						
IMPACT OF CAPITAL IMPROVEMENTS ON GENERAL FUND OPERATING BUDGET:						
There is no effect on the General Fund Operating Budget because the funding source for this project derives from the Citizen Independent Transportation Trust (CITT) Funded by Department of Transportation and LOGT Local Capital Improvements Gas Tax. No property tax increase was required to fund this project.						
FUNDING SOURCES:	Prior Years	2020	2021	2022	2023	2024
Balance Forward	0	0	0	0	0	0
CIP LOGT (Local Opt Gas Tax)	29,600	1,200,000	12,000	12,000	12,000	12,000
CITT Fund - Surtax	22,218	1,800,000	18,000	18,000	18,000	18,000
						0
TOTAL	51,818	3,000,000	30,000	30,000	30,000	30,000
Planning and Design	0	0	0	0	0	0
Construction	51,818	3,000,000	30,000	30,000	30,000	30,000
TOTAL	51,818	3,000,000	30,000	30,000	30,000	30,000
PROJECT BALANCE	0	0	0	0	0	0

CAPITAL IMPROVEMENTS

Name: Public Safety / Municipal Complex		AMOUNT				8,191,757
DESCRIPTION:						
Construction of a facility to house Village Police Department and County Fire Rescue Station consolidated on Village-owned property located at the former Sakura Property site on the Kennedy Causeway. The proposed complex will include LEED certified practices to serve Village and County public safety functions.						
DESCRIPTION:						
The revenues for this project derived from the 2008 General Obligation Bond. The annual Debt Service mileage rate has increased to be able to fund the first phase of this project. The Village will save money on Office Rent.						
FUNDING SOURCES:	Prior Years	2020	2021	2022	2023	2024
Balance Forward	0	0	0	0	0	0
GO Bond \$7,800,000	141,757	50,000	7,608,243	0	0	0
Unfunded	0	0	391,757	0	0	0
TOTAL	141,757	50,000	8,000,000	0	0	0
APPROPRIATION / COST CENTER						
Planning & Design	141,757	50,000	0	0	0	0
Land Acquisition	0	0	0	0	0	0
Construction	0	0	8,000,000	0	0	0
Construction Administration	0	0	0	0	0	0
TOTAL	141,757	50,000	8,000,000	0	0	0
PROJECT BALANCE	0	0	0	0	0	0
<i>*Plus \$4,600,000 from County Fire Rescue Bonds, 2009 Sale.</i>						

CAPITAL IMPROVEMENTS

Name: Parks Facility		AMOUNT 6,269,571				
DESCRIPTION:						
Continued park development of a .51 acre waterfront parcel, acquired by the Village for park purposes in September 2008. Improvements were made to open the park to the public in April 2009. For FY 2020 Proposed improvements during the next phase of the park's development includes a design and construction of a Dog Park in Village Hall Vacat Lot, a Kayak Launch in Vogel Park & Art Work in public place.						
IMPACT OF CAPITAL IMPROVEMENTS ON GENERAL FUND OPERATING BUDGET:						
There is no effect on the General Fund Operating Budget because the funding source for this project derives from Miami-Dade General Obligation Bond.						
FUNDING SOURCES:						
	Prior Years	2020	2021	2022	2023	2024
Balance Forward	0	236,300	0	0	0	0
Debt Proceeds	6,033,271	0	0	0	0	0
Village Parks Trust Fund	0	0	0	0	0	0
FIND Grant	0	0	0	0	0	0
STATE DEP Grant	0	0	0	0	0	0
TOTAL	6,033,271	236,300	0	0	0	0
APPROPRIATION / COST CENTER						
Land Acquisition	4,508,494	0	0	0	0	0
Soft Cost	358,759	0	0	0	0	0
Construction	929,718	0	0	0	0	0
Dog Park-Design and Construction		180,000	0	0	0	0
Vogel Park-Kayak Launch	0	56,300	0	0	0	0
TOTAL	5,796,971	236,300	0	0	0	0
PROJECT BALANCE	236,300	0	0	0	0	0

CAPITAL IMPROVEMENTS

Name: Underground Utility Lines Project		AMOUNT					30,000,000
DESCRIPTION:							
Underground construction of electric, phone and cable lines throughout the Village is under consideration, in accordance with the general obligation bond program authorized in 2006 by a voters' referendum for this purpose.							
IMPACT OF CAPITAL IMPROVEMENTS ON GENERAL FUND OPERATING BUDGET:							
There will be an effect on the Debt Fund Budget because the Debt Service Millage rate will increase to be able to fund this project.							
FUNDING SOURCES:	Prior Years	2020	2021	2022	2023	2024	
Balance Forward	0	0	0	0	0	0	0
G.O. Bonds Authorized '06	0	0	7,500,000	7,500,000	7,500,000	7,500,000	7,500,000
TOTAL	0	0	7,500,000	7,500,000	7,500,000	7,500,000	7,500,000
APPROPRIATION / COST CENTER							
Preliminary Engineering	0	0	100,000			0	0
Design & Engineering	0	0	600,000	0	0	0	0
Construction	0	0	6,800,000	7,500,000	7,500,000	7,500,000	7,500,000
TOTAL	0	0	7,500,000	7,500,000	7,500,000	7,500,000	7,500,000
PROJECT BALANCE	0	0	0	0	0	0	0

CAPITAL IMPROVEMENTS

Name: 1841 Galleon St. Renovations to Public Works Building		AMOUNT		40,000		
DESCRIPTION:						
Renovate 1841 Galleon Street Police Dispatch Center and Public Works. Repair Building, Roof, Fencing. New Streetside Picket Fence & Dumpster enclosure						
IMPACT OF CAPITAL IMPROVEMENTS ON GENERAL FUND OPERATING BUDGET:						
There is no effect on the General Fund Operating Budget because the the funding source for this project derives from utility Fund.						
FUNDING SOURCES:						
	Prior Years	2020	2021	2022	2023	2024
Balance Forward	0	0	0	0	0	0
General Fund	15,000	0	0	0	0	0
Utility Fund	0	25,000	0	0	0	0
TOTAL	15,000	25,000	0	0	0	0
APPROPRIATION / COST CENTER						
Construction	15,000	25,000	0	0	0	0
TOTAL	15,000	25,000	0	0	0	0
PROJECT BALANCE	0	0	0	0	0	0

CAPITAL IMPROVEMENTS

Name: Stormwater Pump Station		AMOUNT		4,471,227		
DESCRIPTION:						
This project involves development of flood control pump station located in West Treasure Dr.						
IMPACT OF CAPITAL IMPROVEMENTS ON GENERAL FUND OPERATING BUDGET:						
There is no effect on the General Fund Operating Budget because the funding source for this project derives from revenues generated by the Stormwater Fund and Department of Environmental Protection Grants appropriations. No property tax increase is required to fund this project.						
FUNDING SOURCES:						
	Prior Years	2020	2021	2022	2023	2024
Balance Forward	0	0	0	0	0	0
Debt Proceeds	0	0	0	0	0	0
LP 13043	563,747	0	0	0	0	0
Operations	312,480	125,000	1,550,000	1,500,000	50,000	50,000
State Grant -SFWMD	120,000	200,000	0	0	0	0
TOTAL	996,227	325,000	1,550,000	1,500,000	50,000	50,000
APPROPRIATION / COST CENTER						
Deepwell Injection wells	996,227	0	0	0	0	0
Village Wide Stormwater Improvements	0	0	50,000	50,000	50,000	50,000
Treasure Island Stormwater Pump System	0	200,000	1,500,000	0	0	0
NBI Stormwater Pump System	0	0	0	1,450,000	0	0
Master Plan/Sea Level Rise Planning	0	125,000	0	0	0	0
TOTAL	996,227	325,000	1,550,000	1,500,000	50,000	50,000
PROJECT BALANCE	0	0	0	0	0	0

CAPITAL IMPROVEMENTS

Name: Baywalk Plaza Project		AMOUNT 5,091,474				
DESCRIPTION:						
Design and development of a linear park along the Biscayne Bay waterfront. The project will include public access point for resident and visitors as ROW is acquired.						
IMPACT OF CAPITAL IMPROVEMENTS ON GENERAL FUND OPERATING BUDGET:						
There is no financial impact on the General Fund Operating Budget because the funding source for this project derives from revenues generated by the Park Improvement Fund and FIND Grants. No property tax increase is required to fund this project. Baywalk South Plaza was completed in FY 2019. Currently awarded \$1 Million FDOT grant for construction of North Plaza. Applied for \$100,000 FIND grant to design the bridge connector. Decision expected in November 2019.						
FUNDING SOURCES:	Prior Years	2020	2021	2022	2023	2024
Balance Forward	0	0	0	0	0	0
FDOT	0	500,000	0	0	0	0
Impact Fees	295,000	0	0	0	0	0
FIND Grant Phase I	597,468	0	100,000	0	0	0
Find Grant Phase I	180,000	500,000	100,000	0	0	0
Capital Improvements Bond Proceeds	319,006	0	0	2,500,000	0	0
TOTAL	1,391,474	1,000,000	200,000	2,500,000	0	0
APPROPRIATION / COST CENTER						
Design/Permitting	323,604	0	0	0	0	0
Construction Phase I	1,067,870	0	0	0	0	0
		1,000,000	200,000	2,500,000		0
TOTAL	1,391,474	1,000,000	200,000	2,500,000	0	0
PROJECT BALANCE	0	0	0	0	0	0

CAPITAL IMPROVEMENTS

Name: Sewer Improvements Projects		AMOUNT					2,350,000
DESCRIPTION:							
<p>The Village's wastewater collection system consists of approximately 30,000 feet of sanitary sewers, 170 manholes, three local pump stations, one master pump station, and approximately 14,000 feet of force mains. Based on the Village's sanitary sewer collection system, the age and condition of the pumps and control panels, we are replacing several of the Village's wastewater pumps, control panels, and generator systems.</p>							
IMPACT OF CAPITAL IMPROVEMENTS ON GENERAL FUND OPERATING BUDGET:							
There is no effect on the General Fund Operating Budget because the funding source for this project derives from State of Florida Revolving Loan Program.							
FUNDING SOURCES:							
	Prior Years	2020	2021	2022	2023	2024	
Balance Forward	0	0	0	0	0	0	0
State Revolving Loan Fund	0	1,600,000	250,000	250,000	250,000	250,000	250,000
TOTAL	0	1,600,000	250,000	250,000	250,000	250,000	250,000
APPROPRIATION / COST CENTER							
Sewer Pump Stations Rehabilitation	0	100,000	250,000	250,000	250,000	250,000	250,000
Lift Stations Replacement	0	1,500,000	0	0	0	0	0
TOTAL	0	1,600,000	250,000	250,000	250,000	250,000	250,000
PROJECT BALANCE	0	0	0	0	0	0	0

CAPITAL IMPROVEMENTS

Name: Boardwalk Linear Park		AMOUNT					3,269,993
DESCRIPTION:							
The Village is proposing to construct a public overwater boardwalk and transient dock project along with several transient day-use only slips on the northern edge of Treasure Island and east towards the bridge leading to Miami Beach.							
IMPACT OF CAPITAL IMPROVEMENTS ON GENERAL FUND OPERATING BUDGET:							
There is no effect on the General Fund Operating Budget because the the funding source for this project derives from Impact fees and FIND Grant.							
FUNDING SOURCES:							
	Prior Years	2020	2021	2022	2023	2024	
Balance Forward	0	0	0	0	0	0	0
Miami-Dade Transit	0	0	0	0	0	0	0
Grant	0	100,000	100,000	750,000	750,000	750,000	750,000
Impact Fees	69,993	0	0	0	0	0	0
	0		0	750,000	750,000	750,000	750,000
TOTAL	69,993	100,000	100,000	1,500,000	1,500,000	1,500,000	1,500,000
APPROPRIATION / COST CENTER							
Underwater Survey	69,993	0	0	0	0	0	0
Design, Permitting & Development	0	100,000	100,000	0	0	0	0
Construction	0	0	0	1,500,000	1,500,000	1,500,000	1,500,000
TOTAL	69,993	100,000	100,000	1,500,000	1,500,000	1,500,000	1,500,000
PROJECT BALANCE	0	0	0	0	0	0	0

CENSUS

Miscellaneous Statistics

General Information

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

Culture & Recreation

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

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

Police Protection

Number of Stations	1
Chief	1
Detectives	3
Lieutenants	2
Sergeants	3
Corporals	3
Patrol Officers	15FT & 4PT

Number of Violations:

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

Sewage System

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

Water System

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

Post Office

Station	1
Postal Workers	1 FT

Education

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

North Bay Village demographics profile

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

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

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

Population change since 2000: +16.9%

Males: 4,175 (53.0%)

Females: 3,696 (47.0%)

Median resident age: 39.6 years

Florida median age: 41.8 years

Zip codes: 33141

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

North Bay Village: \$49,805

FL: \$49,426

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

North Bay Village city income, earnings, and wages data

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

North Bay Village: \$297,993

FL: \$179,800

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

Detached houses: \$399,331;

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

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

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

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

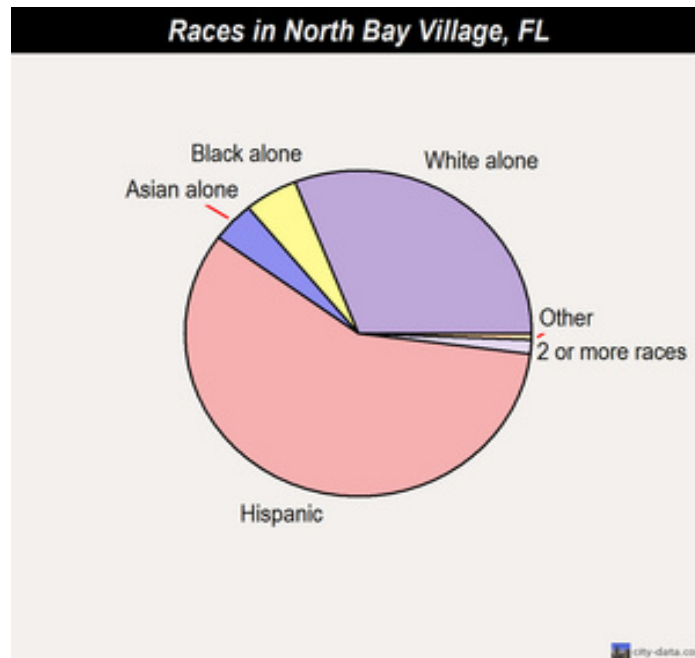
Mobile homes: \$57,659;

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

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

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

Races in North Bay Village, FL (2018)



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

For population 25 years and over in North Bay Village:

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

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

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

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

This city: 52.3%

Florida: 19.7%

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

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

NORTH BAY VILLAGE-ADDITIONAL DATA

Village History

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

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

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

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

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

GLOSSARY

- A -

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

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

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

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

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

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

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

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

- B -

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

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

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

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

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

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

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

GLOSSARY

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

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

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

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

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

- C -

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

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

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

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

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

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

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

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

- D -

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

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

Disbursement. The expenditure of monies from an account.

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

- E -

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

GLOSSARY

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

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

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

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

- F -

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

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

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

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

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

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

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

- G -

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

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

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

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

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

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

GLOSSARY

- O-

- I -

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

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

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

- L -

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

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

- M -

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

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

-P-

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

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

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

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

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

- R -

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

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

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

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

- S -

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

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

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

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

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

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

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

-U -

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

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

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

