



# ADOPTED BUDGET FY 2011-2012

*The City of*  
**NORTH BAY  
VILLAGE**  
*Florida*



*"Three Island Paradise"*



# CITY OF NORTH BAY VILLAGE

FISCAL YEAR 2012 BUDGET



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of North Bay Village**

**Florida**

For the Fiscal Year Beginning

**October 1, 2010**

*Linda C. Danson Jeffrey R. Egan*

President

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the **City of North Bay Village, FL** for its annual budget for the fiscal year beginning **October 1, 2010**. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, 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.



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### Table of Contents

#### 1. Introduction

---

|   |    |
|---|----|
| Guide to Readers.....                   | 1  |
| City Government .....                   | 2  |
| Administrative Staff .....              | 3  |
| Mission Statement .....                 | 3  |
| Advisory Boards .....                   | 4  |
| Organizational Chart .....              | 6  |
| Position Funding Sources .....          | 7  |
| Authorized Staffing Levels .....        | 8  |
| All Funds-Budget Analysis by Dept. .... | 9  |
| Total Payroll Cost .....                | 10 |

#### 2. Budget Message

---

|   |    |
|---|----|
| City Manager Message.....               | 13 |
| Financial Policies and Procedures ..... | 15 |
| Budget Calendar.....                    | 20 |
| Certification of Taxable Value .....    | 21 |
| Tax Rate Comparison .....               | 23 |
| Ad Valorem Tax Graphs.....              | 24 |
| Property Tax Impact/Average Home.....   | 25 |

#### 3. Budget and Funds Summary

---

|                             |    |
|-----------------------------|----|
| Budget Summary .....        | 26 |
| Fund Structure.....         | 27 |
| Summary of Funds Chart..... | 28 |

#### 4. Financial Summary

---

|                                   |    |
|-----------------------------------|----|
| Budget Format .....               | 29 |
| Summary of all Funds .....        | 29 |
| Funds Balance.....                | 30 |
| Summary of General Fund           |    |
| General Fund Revenues.....        | 31 |
| • Locally Levied Taxes .....      | 32 |
| • Licenses and Permits.....       | 32 |
| • Intergovernmental Revenues..... | 33 |
| • Charges for Services .....      | 33 |
| • Fines and Forfeitures.....      | 33 |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

- Miscellaneous Revenue ..... 34
- General Fund Expenditures ..... 35
  - Personnel Services ..... 35
  - Operating Expenditures ..... 35
  - Capital Outlay ..... 35
- Summary of Special Revenue Funds ..... 36
  - Building Fee Fund ..... 37
  - Street Maintenance Fund ..... 38
  - Transportation Fund ..... 39
- Summary of Capital Projects Fund ..... 40
- Summary of Enterprise Funds ..... 40
  - Water, Sewer & Sanitation ..... 40
  - Stormwater Fund ..... 41
  - Revenue Summary ..... 42
  - Revenue & Expenditure Detail ..... 43
- Summary of Debt Service Fund ..... 44

### 5. General Fund Detail

---

- Comparison of Current Revenues  
and Expenditures ..... 45
- Revenues and Expenditures ..... 46
- Revenues Detail ..... 47
- Expenditures by Department ..... 48
- City Commission ..... 49
- City Manager ..... 51
- City Clerk ..... 53
- Finance Department ..... 55
- Legal Department ..... 57
- General Government ..... 59
- Police Department ..... 61
- Recreation & Human Services ..... 65

### 6. Building Fee Fund Detail

---

- Building Fee Fund ..... 67

### 7. Street Maintenance Fund Detail

---

- Street Maintenance Fund ..... 69



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### 8. After School & Summer Fund Detail

---

After School & Summer Fund ..... 71

### 9. Transportation Fund Detail

---

Transportation Fund..... 73

### 10. Capital Projects Fund Detail

---

Capital Projects Fund ..... 75

### 11. Enterprise Funds Detail

---

Utilities Administration ..... 77  
Water Department ..... 79  
Sewer Department..... 81  
Sanitation Department ..... 83  
Storm Water Fund ..... 85  
Water Improvements Trust Fund ..... 87  
Sewer Improvements Trust Fund ..... 89  
Sanitation Improvements Trust Fund..... 91

### 12. Debt Service Fund Detail

---

Debt Service ..... 93

### 13. Capital Improvements

---

Capital Improvements Summary..... 95  
Capital Improvements Detail ..... 96

### 14. Census

---

Census..... 109  
Demographic & Housing Data ..... 110  
Additional data ..... 111

### 15. Glossary

---

Glossary..... 112



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### *GUIDE TO READERS*

The Fiscal Year 2012 Budget for the City of North Bay Village serves four fundamental purposes:

1. **Policy Document** - as a policy document, the Budget serves to educate the reader about the Municipal Corporation 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 City will provide during the twelve-month period from October 1, 2011 through September 30, 2012.
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 City'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, 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 the City of North Bay Village for the upcoming fiscal year.



# CITY OF NORTH BAY VILLAGE

**FISCAL YEAR 2012 BUDGET**

## **ADOPTED BUDGET 2011-2012**

### **CITY OF NORTH BAY VILLAGE**

Submitted by the City Manager  
to the Mayor & Commission  
Fiscal Year 2011-2012

#### **City Commission**

Mayor-Corina Esquijarosa (Term expires Nov. 2012)  
Vice-Mayor – Connie Leon-Kreps (Term expires Nov. 2014)  
Commissioner - Eddie Lim (Term expires Nov. 2014)  
Commissioner-Frank Rodriguez (Term expires Nov. 2012)  
Commissioner-Dr. Paul Vogel (Term expires Nov. 2012)

#### **Administrative Officials**

Robert Daniels  
Interim City Manager

Yvonne P. Hamilton  
City Clerk

Nina L. Boniske  
Interim City Attorney, Weiss Serota

Incorporated on May 16, 1945



# CITY OF NORTH BAY VILLAGE

FISCAL YEAR 2012 BUDGET

## CITY OF NORTH BAY VILLAGE

### *Administrative Staff*

- ✚ Samuel Zamacona, Public Works Director
- ✚ Gerard Pirri, Finance Director
- ✚ James McCready, Acting Police Chief
- ✚ Richard Annese, Building Official

### *City Mission Statement*

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

### *City-Wide Goals*

- ❖ Reflect and promote a positive image of our City.
- ❖ Monitor and influence Federal and State Legislation.
- ❖ Support green initiative programs throughout the City.
- ❖ Expand the tax base and improve the quality of life for our citizens.
- ❖ Beautify the City and foster economic development to attract residential and commercial investment opportunities.
- ❖ Maintain and improve our citizens’ safety by increasing efficiency of police force and traffic enforcement.
- ❖ Create open and respectful lines of communications between the City Leaders and inhabitants of the City.



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### ADVISORY BOARDS

#### **Citizens Budget & Oversight Board**

- ✚ Al Gentry, Chair
- ✚ Alvin Blake, Vice Chair
- ✚ Kevin Vericker
- ✚ Max Crown
- ✚ Marilyn Haviland
- ✚ Scott Greenwald
- ✚ Rick Muller

#### **Planning & Zoning Board**

- ✚ Reinaldo Trujillo, Chair
- ✚ Barry Beschel
- ✚ James Carter
- ✚ Richard Chervony
- ✚ Andy Howard

#### **Community Enhancement Board**

- ✚ Penelope Friedland, Chair
- ✚ Ann Bakst, Vice Chair
- ✚ Doris A. Acosta
- ✚ Gary Beltran
- ✚ Brian Melton
- ✚ Candis Mason



# CITY OF NORTH BAY VILLAGE

**FISCAL YEAR 2012 BUDGET**

## **Arts, Cultural & Special Events Board**

- ✚ Scott Grenald
- ✚ Doris A. Acosta
- ✚ Nelida A. Vega

## **Animal Control Advisory Board**

- ✚ Donna Veski
- ✚ Maria Garcia
- ✚ Nancy Sonnet-Selwyn

## **Youth Services Board**

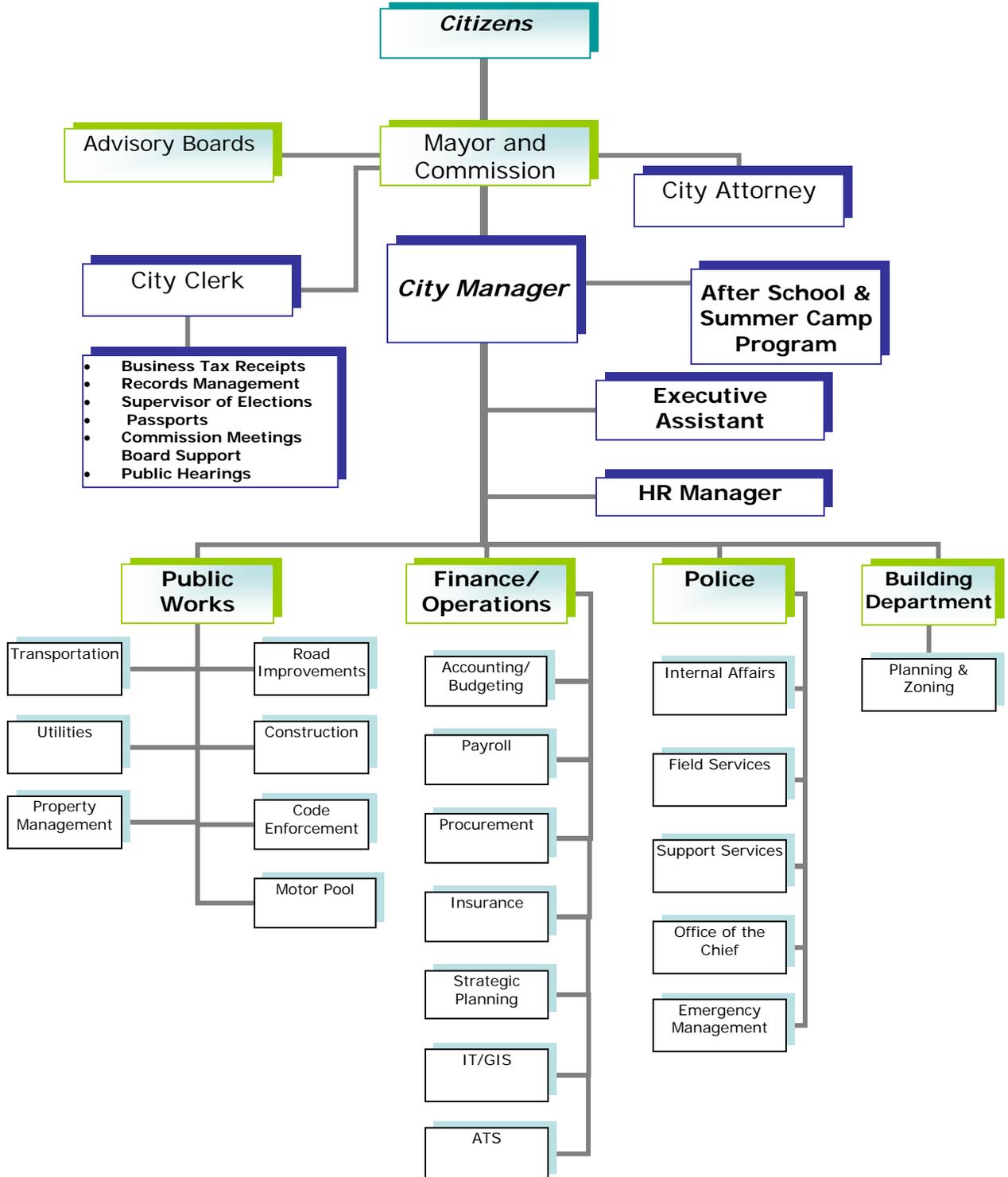
- ✚ Cynthia Roman
- ✚ Kevin Vericker
- ✚ Nelida A. Vega
- ✚ Alex Funkhouser
- ✚ Jose Piedra



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### ORGANIZATIONAL CHART

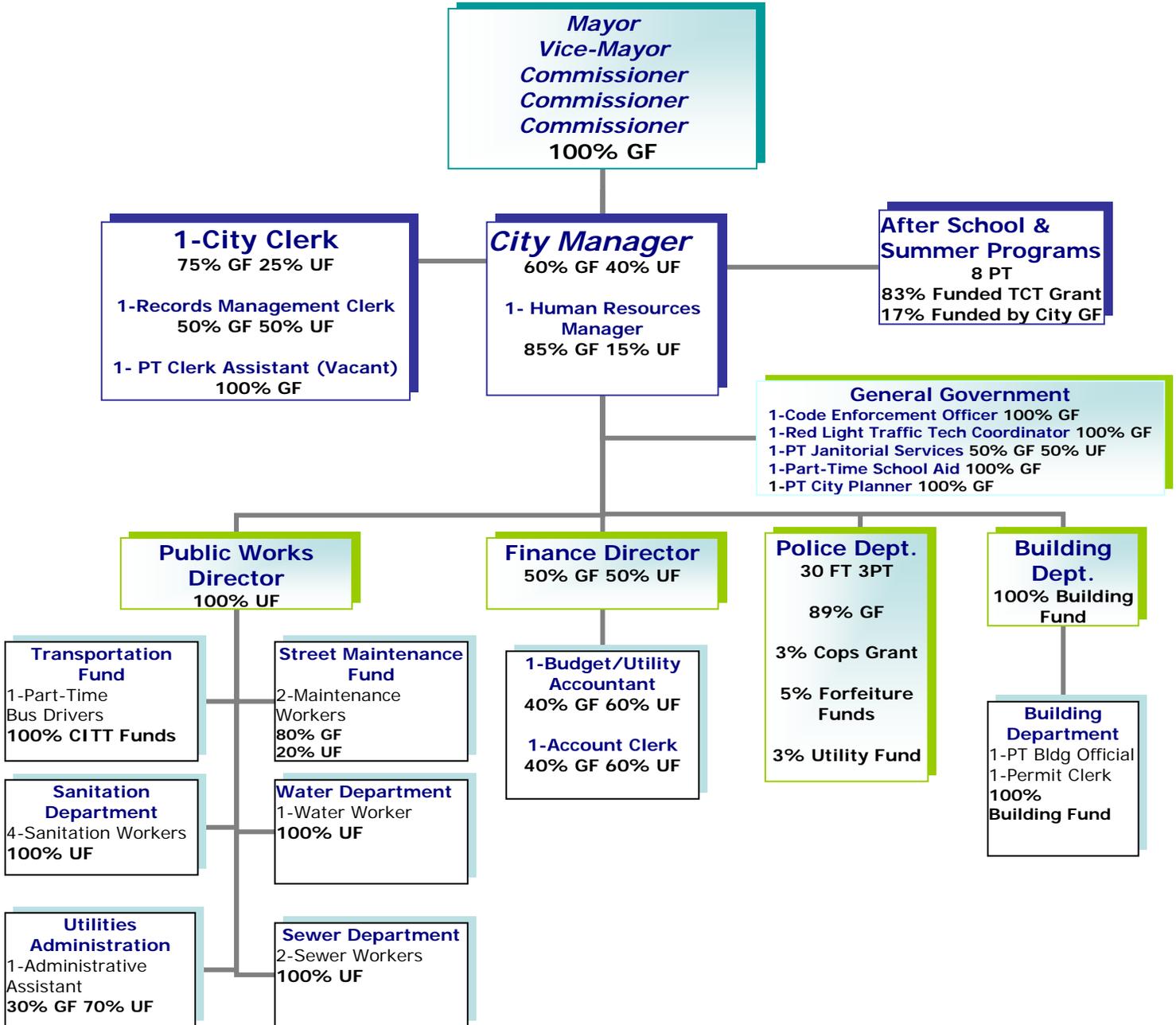




# CITY OF NORTH BAY VILLAGE

**FISCAL YEAR 2012 BUDGET**

## POSITION FUNDING SOURCES



*GF-General Fund  
UF-Utility Fund  
TCT-The Children's Trust*



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### AUTHORIZED STAFFING LEVELS

| GENERAL FUND                           | FY 2010    | FY 2011    | FY 2012    |
|--|------------|------------|------------|
| City Commission Department             | 5 PT       | 5 PT       | 5 PT       |
| City Manager Department                | 2 FT       | 1 FT       | 2 FT       |
| City Clerk Department                  | 3 FT       | 3 FT       | 2 FT 1 PT  |
| Finance Department                     | 3 FT       | 3 FT       | 3 FT       |
| Legal Services Department              | 0          | 0          | 0          |
| General Government Department          | 2 FT 4 PT  | 2 FT 4 PT  | 2 FT 4 PT  |
| Police Department                      | 30 FT 5 PT | 30 FT 5 PT | 30 FT 3 PT |
| Recreation & Human Services Department | 1 PT       | 1 PT       | 1 PT       |
| Debt Service-Payment of Refunded Debt  | 0          | 0          | 0          |
| <b>TOTAL GENERAL FUND</b>              | <b>56</b>  | <b>54</b>  | <b>53</b>  |
| <b>SPECIAL REVENUE FUNDS</b>           |            |            |            |
| Building Fee                           | 1 FT       | 1 FT 1 PT  | 1 FT 1 PT  |
| Street Maintenance                     | 3 FT       | 3 FT       | 2 FT       |
| After School & Summer                  | 0          | 0          | 8 PT       |
| Transportation                         | 2 PT       | 1 PT       | 1 PT       |
| <b>TOTAL SPECIAL REVENUE FUNDS</b>     | <b>6</b>   | <b>6</b>   | <b>13</b>  |
| <b>TOTAL CAPITAL</b>                   | <b>0</b>   | <b>0</b>   | <b>0</b>   |
| <b>ENTERPRISE FUNDS</b>                |            |            |            |
| Utility Administration                 | 2 FT       | 2 FT       | 2 FT       |
| Water Operation                        | 1 FT       | 1 FT       | 1 FT       |
| Sewer Operation                        | 2 FT       | 2 FT       | 2 FT       |
| Sanitation Department                  | 5 FT       | 0          | 4          |
| <b>TOTAL UTILITY FUNDS</b>             | <b>10</b>  | <b>5</b>   | <b>9</b>   |
| Water Improvements Trust               | 0          | 0          | 0          |
| Sewer Improvements Trust               | 0          | 0          | 0          |
| Sanitation Improvements Trust          | 0          | 0          | 0          |
| <b>TOTAL IMPROVEMENTS FUNDS</b>        | <b>0</b>   | <b>0</b>   | <b>0</b>   |
| Storm Water                            | 0          | 0          | 0          |
| <b>TOTAL STORMWATER</b>                | <b>0</b>   | <b>0</b>   | <b>0</b>   |
| Debt Service                           | 0          | 0          | 0          |
| <b>TOTAL DEBT SERVICE</b>              | <b>0</b>   | <b>0</b>   | <b>0</b>   |
| <b>TOTAL ALL FUNDS</b>                 | <b>72</b>  | <b>65</b>  | <b>75</b>  |

#### Budget Staffing Level Changes

As can be seen from the table above, staffing levels have changed this year. The staffing level increase is due to the After School and Summer Program. These 8 part time positions will be partially funded 83% by a grant from the Children's Trust fund. 2 Public Works employees retired. Lay-off of 2 FT Police Officers and 1 PT Police Officer.



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### ALL FUNDS-BUDGET ANALYSIS BY DEPARTMENT

| FUND                                   | NUMBER OF PERSONNEL | PERSONNEL SERVICES | MATERIALS SUPPLIES AND SERVICES | TOTAL OPERATING BUDGET | CAPITAL OUTLAY & OTHER | TOTAL ADOPTED BUDGET |
|--|---------------------|--------------------|---------------------------------|------------------------|------------------------|----------------------|
| <i>GENERAL FUND</i>                    |                     |                    |                                 |                        |                        |                      |
| City Commission Department             | 5 PT                | 36,573             | 28,648                          | 65,221                 | 0                      | 65,221               |
| City Manager Department                | 2 FT                | 153,827            | 7,900                           | 161,727                | 0                      | 161,727              |
| City Clerk Department                  | 2 FT 1 PT           | 108,516            | 39,925                          | 148,441                | 0                      | 148,441              |
| Finance Department                     | 3 FT                | 119,374            | 5,250                           | 124,624                | 0                      | 124,624              |
| Legal Services Department              | 0                   | 0                  | 300,000                         | 300,000                | 0                      | 300,000              |
| General Government Department          | 2 FT 4 PT           | 104,035            | 618,675                         | 722,710                | 50,000                 | 772,710              |
| Police Department                      | 30 FT 3 PT          | 3,041,085          | 202,915                         | 3,244,000              | 1,500                  | 3,245,500            |
| Recreation & Human Services Department | 1 PT                | 21,315             | 14,878                          | 36,193                 | 0                      | 36,193               |
| Debt Service-Payment of Refunded Debt  | 0                   | 0                  | 0                               | 0                      | 0                      | 0                    |
| <b>TOTAL GENERAL FUND</b>              | <b>53</b>           | <b>3,584,725</b>   | <b>1,218,191</b>                | <b>4,802,916</b>       | <b>51,500</b>          | <b>4,854,416</b>     |
| <i>SPECIAL REVENUE FUNDS</i>           |                     |                    |                                 |                        |                        |                      |
| Building Fee                           | 1 FT 1 PT           | 70,865             | 92,222                          | 163,087                | 0                      | 163,087              |
| Street Maintenance                     | 2 FT                | 83,040             | 244,350                         | 327,390                | 0                      | 327,390              |
| After School & Summer                  | 8 PT                | 103,743            | 58,422                          | 162,165                | 0                      | 162,165              |
| Transportation                         | 1 PT                | 31,990             | 40,452                          | 72,442                 | 51,818                 | 124,260              |
| <b>TOTAL</b>                           | <b>13</b>           | <b>289,639</b>     | <b>435,445</b>                  | <b>725,084</b>         | <b>51,818</b>          | <b>776,902</b>       |
| <b>TOTAL CAPITAL</b>                   | <b>0</b>            | <b>0</b>           | <b>0</b>                        | <b>0</b>               | <b>2,631,324</b>       | <b>2,631,324</b>     |
| <i>ENTERPRISE FUNDS</i>                |                     |                    |                                 |                        |                        |                      |
| Utility Administration                 | 2 FT                | 718,660            | 164,573                         | 883,233                | 433,172                | 1,316,405            |
| Water Operation                        | 1 FT                | 68,629             | 650,231                         | 718,860                | 7,700                  | 726,560              |
| Sewer Operation                        | 2 FT                | 139,779            | 783,325                         | 923,104                | 0                      | 923,104              |
| Sanitation Department                  | 4                   | 251,398            | 445,602                         | 697,000                | 0                      | 697,000              |
| <b>TOTAL UTILITY FUND</b>              | <b>9</b>            | <b>1,178,466</b>   | <b>2,043,731</b>                | <b>3,222,197</b>       | <b>440,872</b>         | <b>3,663,069</b>     |
| Water Improvements Trust               | 0                   | 0                  | 0                               | 0                      | 25,000                 | 25,000               |
| Sewer Improvements Trust               | 0                   | 0                  | 0                               | 0                      | 576,542                | 576,542              |
| Sanitation Improvements Trust          | 0                   | 0                  | 0                               | 0                      | 63,000                 | 63,000               |
| <b>TOTAL</b>                           | <b>0</b>            | <b>0</b>           | <b>0</b>                        | <b>0</b>               | <b>664,542</b>         | <b>664,542</b>       |
| Storm Water                            | 0                   | 0                  | 25,100                          | 25,100                 | 69,200                 | 94,300               |
| <b>TOTAL</b>                           | <b>0</b>            | <b>0</b>           | <b>25,100</b>                   | <b>25,100</b>          | <b>69,200</b>          | <b>94,300</b>        |
| Debt Service                           | 0                   | 0                  | 0                               | 0                      | 756,803                | 756,803              |
| <b>TOTAL</b>                           | <b>0</b>            | <b>0</b>           | <b>0</b>                        | <b>0</b>               | <b>756,803</b>         | <b>756,803</b>       |
| <b>TOTAL ALL FUNDS</b>                 | <b>75</b>           | <b>5,052,830</b>   | <b>3,722,467</b>                | <b>8,775,297</b>       | <b>4,666,059</b>       | <b>13,441,356</b>    |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### TOTAL PAYROLL COST

| Occupation                             | Adopted Earnings | Bonus    | Shift Diff   | LON          | Add'l Benefits | RET           | FICA          | Workers Comp | Insurance      | Employee Total   |
|--|------------------|----------|--------------|--------------|----------------|---------------|---------------|--------------|----------------|------------------|
| <b>General Fund-City Commission</b>    |                  |          |              |              |                |               |               |              |                |                  |
| Mayor                                  | 8,089            | 0        | 0            | 0            | 0              | 0             | 619           | 30           | 0              | 8,738            |
| Commissioner                           | 6,471            | 0        | 0            | 0            | 0              | 0             | 495           | 24           | 0              | 6,990            |
| Commissioner                           | 6,471            | 0        | 0            | 0            | 0              | 0             | 495           | 24           | 0              | 6,990            |
| Commissioner                           | 6,471            | 0        | 0            | 0            | 0              | 0             | 495           | 24           | 0              | 6,990            |
| Commissioner                           | 6,471            | 0        | 0            | 0            | 0              | 0             | 495           | 24           | 0              | 6,990            |
| <b>Total City Commission</b>           | <b>33,974</b>    | <b>0</b> | <b>0</b>     | <b>0</b>     | <b>0</b>       | <b>0</b>      | <b>2,599</b>  | <b>126</b>   | <b>0</b>       | <b>36,699</b>    |
| <b>General Fund-City Manager</b>       |                  |          |              |              |                |               |               |              |                |                  |
| Vacant City Manager                    | 130,000          | 0        | 0            | 0            | 4,800          | 11,463        | 8,775         | 467          | 20,498         | 176,002          |
| HR Manager                             | 62,233           | 0        | 0            | 0            | 0              | 3,315         | 4,761         | 223          | 9,293          | 79,826           |
| City Manager (Former)                  | 0                | 0        | 0            | 0            | 0              | 0             | 0             | 0            | 0              | 0                |
| City Manager (Former)                  | 0                | 0        | 0            | 0            | 0              | 0             | 0             | 0            | 0              | 0                |
| <b>Total City Manager</b>              | <b>192,233</b>   | <b>0</b> | <b>0</b>     | <b>0</b>     | <b>4,800</b>   | <b>14,778</b> | <b>13,535</b> | <b>690</b>   | <b>29,791</b>  | <b>255,827</b>   |
| <b>General Fund-Clerk</b>              |                  |          |              |              |                |               |               |              |                |                  |
| City Clerk                             | 90,092           | 0        | 0            | 1,000        | 3,600          | 9,409         | 7,244         | 323          | 9,509          | 121,177          |
| PT CLERK                               | 15,000           | 0        | 0            | 0            | 0              | 0             | 1,148         | 54           | 0              | 16,201           |
| Records Management Clerk               | 42,168           | 0        | 0            | 500          | 0              | 2,247         | 3,264         | 151          | 12,807         | 61,137           |
| <b>Total City Clerk</b>                | <b>147,261</b>   | <b>0</b> | <b>0</b>     | <b>1,500</b> | <b>3,600</b>   | <b>11,655</b> | <b>11,656</b> | <b>529</b>   | <b>22,316</b>  | <b>198,516</b>   |
| <b>General Fund-Finance Department</b> |                  |          |              |              |                |               |               |              |                |                  |
| Finance Director                       | 84,505           | 0        | 0            | 0            | 3,600          | 7,451         | 6,740         | 334          | 19,044         | 121,674          |
| Budget/UT Accountant                   | 64,105           | 0        | 0            | 300          | 1,200          | 3,415         | 5,019         | 253          | 13,656         | 87,948           |
| Account Clerk                          | 51,459           | 0        | 0            | 500          | 0              | 2,741         | 3,975         | 203          | 18,873         | 77,752           |
| <b>Total Finance Department</b>        | <b>200,069</b>   | <b>0</b> | <b>0</b>     | <b>800</b>   | <b>4,800</b>   | <b>13,608</b> | <b>15,734</b> | <b>790</b>   | <b>51,573</b>  | <b>287,374</b>   |
| <b>General Fund-General Government</b> |                  |          |              |              |                |               |               |              |                |                  |
| Code Enf. Officer                      | 49,088           | 0        | 0            | 0            | 4,800          | 2,615         | 3,755         | 176          | 631            | 61,066           |
| ATS Program Technical Coordinator      | 37,780           | 0        | 0            | 500          | 0              | 2,013         | 2,928         | 137          | 9,125          | 52,484           |
| Planner                                | 18,000           | 0        | 0            | 0            | 0              | 0             | 1,377         | 65           | 0              | 19,442           |
| Post Office Clerk                      | 16,605           | 0        | 0            | 0            | 0              | 0             | 1,270         | 60           | 0              | 17,935           |
| Post Office Clerk                      | 18,690           | 0        | 0            | 0            | 0              | 0             | 1,430         | 67           | 0              | 20,186           |
| Janitorial Services                    | 13,858           | 0        | 0            | 0            | 0              | 0             | 1,060         | 1,905        | 0              | 16,822           |
| <b>Total General Government</b>        | <b>154,020</b>   | <b>0</b> | <b>0</b>     | <b>500</b>   | <b>4,800</b>   | <b>4,628</b>  | <b>11,821</b> | <b>2,410</b> | <b>9,756</b>   | <b>187,935</b>   |
| <b>General Fund-Police Department</b>  |                  |          |              |              |                |               |               |              |                |                  |
| Budget Coordinator                     | 70,221           | 0        | 0            | 500          | 0              | 3,741         | 5,410         | 262          | 9,334          | 89,468           |
| Dispatcher                             | 33,549           | 0        | 1,342        | 300          | 0              | 1,859         | 2,692         | 125          | 18,750         | 58,617           |
| Dispatcher                             | 55,764           | 0        | 2,231        | 1,000        | 0              | 7,829         | 4,513         | 210          | 9,162          | 80,710           |
| Dispatcher                             | 46,078           | 0        | 922          | 300          | 0              | 2,504         | 3,618         | 172          | 14,760         | 68,354           |
| Head Dispatcher                        | 53,389           | 0        | 0            | 1,000        | 0              | 7,208         | 4,161         | 201          | 9,243          | 75,202           |
| P.S.A.                                 | 40,037           | 0        | 0            | 500          | 0              | 2,133         | 3,101         | 150          | 18,794         | 64,716           |
| PT Records Clerk                       | 21,525           | 0        | 0            | 0            | 0              | 0             | 1,647         | 80           | 0              | 23,251           |
| <b>Total Non-Sworn Officers</b>        | <b>320,563</b>   | <b>0</b> | <b>4,494</b> | <b>3,600</b> | <b>0</b>       | <b>25,274</b> | <b>25,142</b> | <b>1,199</b> | <b>80,044</b>  | <b>460,317</b>   |
| <b>Sub-Total</b>                       | <b>1,048,120</b> | <b>0</b> | <b>4,494</b> | <b>6,400</b> | <b>18,000</b>  | <b>69,943</b> | <b>80,487</b> | <b>5,743</b> | <b>193,481</b> | <b>1,426,668</b> |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### TOTAL PAYROLL COST

| Occupation  | Adopted Earnings | Bonus    | Shift Diff    | LON           | Add'l Benefits | RET            | FCA            | Workers Comp  | Insurance      | Employee Total   |
|---|------------------|----------|---------------|---------------|----------------|----------------|----------------|---------------|----------------|------------------|
| <b>General Fund-Police Department</b>             |                  |          |               |               |                |                |                |               |                |                  |
| Police Chief (Former)                             | 108,820          | -        | -             | 1,000         | 1,440          | 16,829         | 8,401          | 4,140         | 26,590         | 167,221          |
| Police Chief                                      | 109,000          | -        | -             | -             | 1,560          | 16,857         | 8,339          | 4,109         | 28,027         | 167,892          |
| Patrol Officer                                    | 62,905           | -        | 2,516         | 500           | 240            | 10,117         | 5,043          | 2,485         | 9,518          | 93,324           |
| Sergeant  | 74,773           | -        | 2,991         | 1,000         | 720            | 12,026         | 6,025          | 2,969         | 18,797         | 119,302          |
| Patrol Officer                                    | 65,421           | -        | -             | 1,000         | -              | 10,117         | 5,081          | 2,504         | 15,157         | 99,281           |
| Lieutenant  | 78,556           | -        | -             | 1,000         | 240            | 12,149         | 6,086          | 2,999         | 14,789         | 115,819          |
| Detective   | 68,692           | -        | -             | 1,000         | 600            | 10,623         | 5,331          | 2,627         | 19,226         | 108,100          |
| Detective   | 68,692           | -        | -             | 1,000         | 1,680          | 10,623         | 5,331          | 2,627         | 14,710         | 104,664          |
| Corporal  | -                | -        | -             | -             | -              | -              | -              | -             | -              | -                |
| Patrol Officer                                    | 53,771           | -        | 2,151         | 300           | 1,200          | 8,648          | 4,301          | 2,120         | 13,830         | 86,321           |
| Patrol Officer                                    | 65,421           | -        | -             | 1,000         | 480            | 10,117         | 5,081          | 2,504         | 19,251         | 103,855          |
| Detective   | 68,692           | -        | -             | 1,000         | 1,560          | 10,623         | 5,331          | 2,627         | 13,452         | 103,286          |
| Sergeant  | 74,773           | -        | -             | 1,000         | 1,440          | 11,564         | 5,797          | 2,857         | 9,643          | 107,072          |
| Patrol Officer                                    | 55,922           | -        | 2,237         | 300           | 240            | 8,994          | 4,472          | 2,204         | 15,054         | 89,424           |
| Patrol Officer                                    | 62,905           | -        | 2,516         | 500           | 4,800          | 10,860         | 5,410          | 2,666         | 1,968          | 91,625           |
| Patrol Officer                                    | 65,421           | -        | -             | 500           | 240            | 10,117         | 5,043          | 2,485         | 9,536          | 93,342           |
| Lieutenant  | 82,484           | -        | -             | 1,000         | 1,080          | 12,756         | 6,387          | 3,147         | 19,280         | 126,134          |
| Sergeant  | -                | -        | -             | -             | -              | -              | -              | -             | 0              | 0                |
| Patrol Officer                                    | 65,421           | -        | -             | 300           | 6,360          | 3,741          | 5,395          | 2,659         | 886            | 84,761           |
| Corporal  | 67,383           | -        | -             | 500           | 240            | 10,421         | 5,193          | 2,559         | 14,463         | 100,759          |
| Patrol Officer                                    | 62,905           | -        | -             | 500           | 240            | 9,728          | 4,850          | 2,390         | 19,172         | 99,785           |
| Detective   | 68,692           | -        | -             | 500           | 1,680          | 10,623         | 5,293          | 2,609         | 14,488         | 103,885          |
| Corporal  | 67,383           | -        | 2,695         | 1,000         | 1,440          | 10,838         | 5,438          | 2,680         | 12,705         | 104,179          |
| Corporal  | 71,212           | -        | 2,848         | 1,000         | 5,520          | 12,196         | 6,109          | 3,011         | 2,038          | 103,934          |
| Patrol Officer                                    | 67,383           | -        | -             | 300           | 840            | 10,421         | 5,178          | 2,552         | 9,800          | 96,474           |
| PT Patrol Officer                                 | -                | -        | -             | -             | -              | -              | -              | -             | -              | -                |
| PT Patrol Officer                                 | 34,847           | -        | -             | -             | 960            | (1,796)        | 2,666          | 1,314         | -              | 37,990           |
| PT Patrol Officer                                 | 34,847           | -        | -             | -             | -              | -              | 2,666          | 1,314         | -              | 38,826           |
| Patrol Officer                                    | 65,421           | -        | -             | 500           | 1,200          | 10,117         | 5,043          | 2,485         | 20,263         | 105,030          |
| <b>Total Sworn Officers</b>                       | <b>1,771,742</b> | <b>-</b> | <b>17,955</b> | <b>16,700</b> | <b>36,000</b>  | <b>259,310</b> | <b>139,291</b> | <b>68,644</b> | <b>342,644</b> | <b>2,652,285</b> |
| <b>Recreation &amp; Human Services Department</b> |                  |          |               |               |                |                |                |               |                |                  |
| School Aid  | 19,115           | -        | -             | -             | -              | -              | 1,462          | 738           | -              | 21,315           |
| <b>Tot Recreation &amp; Human Svcs</b>            | <b>19,115</b>    | <b>-</b> | <b>-</b>      | <b>-</b>      | <b>-</b>       | <b>-</b>       | <b>1,462</b>   | <b>738</b>    | <b>-</b>       | <b>21,315</b>    |
| <b>Building Fund</b>                              |                  |          |               |               |                |                |                |               |                |                  |
| Chief Building Official                           | 7,200            | -        | -             | -             | -              | -              | 551            | 278           | -              | 8,029            |
| B&Z Permit Clerk                                  | 38,590           | -        | -             | 300           | -              | 2,056          | 2,975          | 139           | 18,777         | 62,836           |
| <b>Total Building Fund</b>                        | <b>45,790</b>    | <b>-</b> | <b>-</b>      | <b>300</b>    | <b>-</b>       | <b>2,056</b>   | <b>3,526</b>   | <b>416</b>    | <b>18,777</b>  | <b>70,865</b>    |
| <b>Street Maintenance Fund</b>                    |                  |          |               |               |                |                |                |               |                |                  |
| Maintenance Wkr                                   | 34,322           | -        | -             | 500           | -              | 1,829          | 2,664          | 3,223         | 9,101          | 51,639           |
| Maintenance Wkr                                   | 33,324           | -        | -             | 500           | -              | 1,775          | 2,588          | 3,129         | 9,086          | 50,402           |
| <b>Total Street Mtnce Fund</b>                    | <b>67,646</b>    | <b>-</b> | <b>-</b>      | <b>1,000</b>  | <b>-</b>       | <b>3,604</b>   | <b>5,251</b>   | <b>6,352</b>  | <b>18,187</b>  | <b>102,040</b>   |
| <b>Sub-Total</b>                                  | <b>1,904,292</b> | <b>-</b> | <b>17,955</b> | <b>18,000</b> | <b>36,000</b>  | <b>264,970</b> | <b>149,531</b> | <b>76,150</b> | <b>379,608</b> | <b>2,846,506</b> |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### TOTAL PAYROLL COST

| Occupation                             | Adopted Earnings | Bonus    | Shift Diff    | LON           | Add'l Benefits | RET            | FICA           | Workers Comp   | Insurance      | Employee Total   |
|--|------------------|----------|---------------|---------------|----------------|----------------|----------------|----------------|----------------|------------------|
| <b>After School &amp; Summer</b>       |                  |          |               |               |                |                |                |                |                |                  |
| Prgram Director                        | 34,884           | -        | -             | -             | -              | NA             | 2,669          | 133            | 308            | 37,993           |
| Assistant Program Director             | 13,970           | -        | -             | -             | -              | NA             | 1,069          | 53             | 123            | 15,215           |
| Activity Coordinator 1                 | 11,750           | -        | -             | -             | -              | NA             | 899            | 45             | 104            | 12,797           |
| Activity Coordinator 2                 | 11,750           | -        | -             | -             | -              | NA             | 899            | 45             | 104            | 12,797           |
| Activity Coordinator 3                 | 2,750            | -        | -             | -             | -              | NA             | 210            | 10             | 24             | 2,995            |
| Activity Coordinator 4                 | 2,750            | -        | -             | -             | -              | NA             | 210            | 10             | 24             | 2,995            |
| ESE Coordinator 4                      | 14,100           | -        | -             | -             | -              | NA             | 1,079          | 54             | 124            | 15,357           |
| ESE Coordinator 5                      | 3,300            | -        | -             | -             | -              | NA             | 252            | 13             | 29             | 3,594            |
| <b>Total After School &amp; Summer</b> | <b>95,254</b>    | <b>-</b> | <b>-</b>      | <b>-</b>      | <b>-</b>       | <b>-</b>       | <b>7,287</b>   | <b>362</b>     | <b>840</b>     | <b>103,743</b>   |
| <b>Transportation Fund</b>             |                  |          |               |               |                |                |                |                |                |                  |
| PT Bus Driver                          | 19,171           | -        | -             | -             | -              | -              | 1,467          | 1,452          | -              | 22,090           |
| <b>Total Transp. Fund</b>              | <b>19,171</b>    | <b>-</b> | <b>-</b>      | <b>-</b>      | <b>-</b>       | <b>-</b>       | <b>1,467</b>   | <b>1,452</b>   | <b>-</b>       | <b>22,090</b>    |
| <b>Utilities Administration</b>        |                  |          |               |               |                |                |                |                |                |                  |
| Public Works Director                  | 72,500           | -        | -             | -             | 3,600          | 6,393          | 5,822          | 260            | 9,281          | 97,856           |
| Admin Assist.                          | 47,954           | -        | -             | 1,000         | -              | 6,474          | 3,745          | 172            | 9,460          | 68,805           |
| <b>Total Utilities Admin</b>           | <b>120,454</b>   | <b>-</b> | <b>-</b>      | <b>1,000</b>  | <b>3,600</b>   | <b>12,866</b>  | <b>9,567</b>   | <b>432</b>     | <b>18,741</b>  | <b>166,660</b>   |
| <b>Water Department</b>                |                  |          |               |               |                |                |                |                |                |                  |
| Water Worker                           | 43,773           | -        | -             | 500           | -              | 2,332          | 3,387          | 2,352          | 12,284         | 64,628.79        |
| <b>Total Water Department</b>          | <b>43,773</b>    | <b>-</b> | <b>-</b>      | <b>500</b>    | <b>-</b>       | <b>2,332</b>   | <b>3,387</b>   | <b>2,352</b>   | <b>12,284</b>  | <b>64,629</b>    |
| <b>Sewer Department</b>                |                  |          |               |               |                |                |                |                |                |                  |
| Sewer Worker                           | 51,703           | -        | -             | 1,000         | -              | 2,754          | 4,032          | 2,778          | 9,941          | 72,208.78        |
| Sewer Worker                           | 43,636           | -        | -             | 500           | -              | 2,325          | 3,376          | 2,345          | 9,888          | 62,070.49        |
| <b>Total Sewer Department</b>          | <b>95,340</b>    | <b>-</b> | <b>-</b>      | <b>1,500</b>  | <b>-</b>       | <b>5,079</b>   | <b>7,408</b>   | <b>5,123</b>   | <b>19,829</b>  | <b>134,279</b>   |
| <b>Sanitation Department</b>           |                  |          |               |               |                |                |                |                |                |                  |
| Sanitation Worker                      | 40,059           | -        | -             | 1,000         | -              | 2,134          | 3,141          | 5,506          | 8,691          | 60,531.07        |
| Sanitation Worker                      | 34,305           | -        | -             | 500           | -              | 1,828          | 2,663          | 4,715          | 8,687          | 52,698.38        |
| Sanitation Driver                      | 48,531           | -        | -             | 1,000         | -              | 2,586          | 3,789          | 6,671          | 8,695          | 71,271.44        |
| Sanitation Driver                      | 45,081           | -        | -             | 1,000         | -              | 2,402          | 3,525          | 6,196          | 8,693          | 66,897.22        |
| <b>Total Sanitation Department</b>     | <b>167,977</b>   | <b>-</b> | <b>-</b>      | <b>3,500</b>  | <b>-</b>       | <b>8,949</b>   | <b>13,118</b>  | <b>23,088</b>  | <b>34,766</b>  | <b>251,398</b>   |
| <b>Sub-Total</b>                       | <b>541,969</b>   | <b>-</b> | <b>-</b>      | <b>6,500</b>  | <b>3,600</b>   | <b>29,227</b>  | <b>42,233</b>  | <b>32,811</b>  | <b>86,460</b>  | <b>742,800</b>   |
| <b>Grand Total</b>                     | <b>3,494,382</b> | <b>-</b> | <b>22,449</b> | <b>30,900</b> | <b>56,640</b>  | <b>364,140</b> | <b>272,251</b> | <b>114,704</b> | <b>659,549</b> | <b>5,015,014</b> |

|                              |                    |                      |                   |                 |                        |
|------------------------------|--------------------|----------------------|-------------------|-----------------|------------------------|
| <b>*Retirement Includes:</b> | <b>FRS General</b> | <b>FRS Dept Head</b> | <b>FRS Police</b> | <b>ICMA Reg</b> | <b>ICMA Management</b> |
| 10/1/11-6/30/12              | 4.91%              | 6.27%                | 14.10%            | 13.50%          | 15%                    |
| 7/1/12-9/30/12               | 6.58%              | 16.46%               | 19.56%            | 13.50%          | 15%                    |

\*Additional Benefits Include: Car Allowance, Health Benefit, Educational Incentive, Clothing Allowance

\*Unemployment Compensation of \$10,000 is not included in this chart.

\*Police Overtime of \$45,000 and Fica of \$3,443 are not included in this chart.

\*Police Sergeant is funded out of COPS Grant \$73,000



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### ***CITY MANAGER MESSAGE***

September 6, 2011

Honorable Mayor and City Commissioners:

I am pleased to present the City of North Bay Village's FY 2012 Adopted Budget for your consideration. This budget is a result of an extensive review by staff, input from the community and the Citizens Budget and Oversight Board, along with extensive discussions with experts on the various issues that will affect our community during the next fiscal year.

As we review the issues relating to the FY 2012 Budget, it is clear that the City is at a turning point as the property values have decreased the smallest amount over the past three years. The decrease is estimated at 6.8% which amounts to a decrease in funding by \$213,346. In speaking with the citizens of our Community one issue remained constant. We must preserve the level of services for the City residents, property owners and businesses while minimizing the financial impact to the community.

Although the improvements projected in the FY 2012 budget are minimal, the staff worked on items that should have the biggest impact on the efficiency of our staff and providing services to our Citizens. The following are a few of those items:

#### City Clerk's Office:

There are two improvements scheduled for the City Clerk's Office. The first is the addition of a part-time position assigned to the advisory boards to ensure accurate minutes are kept of their actions. This position will also assist the City Clerk in other ministerial duties. The second improvement is providing web access to a live stream of our Commission Meetings so citizens or interested parties that do not have Atlantic Broadband Cable can view the meetings. This will also allow us to archive our meetings on our website and have them bookmarked to our agenda.

#### Youth Services:

With the Children's Trust granting the City funding for an After School program and Summer Camp at Treasure Island Elementary School, the FY 2012 budget separates this function into a separate fund. This will also facilitate better financial reporting and accountability.

#### Financial Services:

Funding is allocated for a financial software program that will streamline the Finance Department's capabilities but most importantly integrate all fiscal



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

matters into one program. This will include the Building Department, Code Enforcement, Utility Billing, Front Desk operations, and managerial reporting for all Department Heads. This software was a dream during the previous fiscal year but will be a priority in the first quarter of FY 2012.

### Dr. Paul Vogel Park:

Extensions for the grant funding are almost in place and through the savings due to the economic conditions that exist, construction costs should be at the lowest point in several years. With the approval of the City Commission later this year, the construction will move forward with a design build project as we choose a park building team, that not only will stress quality, but will be chosen for completing as much of the project as possible. The goal is to complete this project within this fiscal year.

As in any budget being constructed within the current economic environment, cuts in spending are also a large part of the FY 2012 budget. For the past two years several positions have been eliminated and programs cut from our annual budgets. Even though we have reached a true skeleton staff, we had to look at the Police Department to make the majority of the personnel cuts. The following positions will be frozen for FY 2012.

- Driver's position in the Street Maintenance Division of Public Works.
- Two full-time police officer positions in the Police Department.  
(A COPS Universal Hiring/Retention Grant has been applied for to fund these positions, and we hope to obtain notification of approval at the end of this month).
- One part-time police officer position in the Police Department.

The end result is a Adopted budget for the City in the amount of \$12,416,606, and the operating millage rate will remain the same as last year at 4.7772. The voter approved debt service is 1.2355 mills.

Each of us must move forward this year with a commitment to polish our Jewel in the Bay here in North Bay Village. Through this commitment there is no limit as to what we can accomplish.

Sincerely,

Robert J. Daniels  
Interim City Manager



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### **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 City of North Bay Village, the issuance process, and the management of the debt portfolio. The City, in keeping with its City-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 City's Commission and its active use help ensure a consistent approach to debt issuance which will benefit existing and future holders of City 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 City'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 City, whether for the purpose of acquisition or construction of City assets, the refunding of existing debt and for all interest rate hedging products and derivatives.

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

#### **IV. Debt Management Policy**

##### 1. Debt Limits

**a. Legal limits-** The City 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 City 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 City.



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

- (ii) *Capital improvement projects* – The commission may, through proper procedure, propose, undertake and finance capital improvement projects to fulfill the necessary needs of the City, provided that the amount of total expenditures for all such projects shall not exceed twenty (20) percent of the current annual budget of the City in any one fiscal year.
- (iii) *Excess of 20 percent of annual budget.* In the event that the proposed purchase(s) of property and/or total expenditure(s) do exceed twenty (20) percent of the current annual budget of the City in any fiscal year, then a referendum will be held of the qualified electors of the city 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.

- (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 City.
- (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 City, without first having secured the approval of the qualified electors of the City, 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 proposed 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 City 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 City. However, nothing contained herein shall preclude the City, without referendum, from leasing City real property to a governmental agency for governmental use for a period not to exceed ten (10) years; and except as prohibited by the Constitution. Miami-Dade County Charter or statutes of this state or restricted in this Charter.



# CITY OF NORTH BAY VILLAGE

**FISCAL YEAR 2012 BUDGET**

## **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 City 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 city 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 City Manager. The accountants shall have no personal interest, direct or indirect, in the fiscal affairs of the City. Within specifications approved by the Commission the accountants shall post-audit the books and documents kept by or under the direction of the City Manager and any and all separate or subordinate accounts kept by any other office, department or agency of the City 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 City 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 this Charter, (Section 7.03). For such purpose, he shall obtain from the head of each office, department or agency of the City 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 City Manager shall review and revise the estimates as he may deem advisable.

### **I. Balanced Budget**

Each annual budget adopted by the City Commission shall be a balanced budget in accordance with the City 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. City Charter Article VII (Section 7.03.L).



# CITY OF NORTH BAY VILLAGE

**FISCAL YEAR 2012 BUDGET**

### **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 City Manager is authorized to expend city funds in accordance with the city's annual adopted budget as it may exist from time to time, including all mid-year adjustments, without further action of the City Commission.

(Ord. 84-14, passed 10-23-84)

### **IV. Budget Amendments**

The city'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 City Manager by written statement describing the transfers and the reasons therefore. A copy of such statement shall be filed with the City Clerk and delivered to the Mayor and each of the City Commissioners. A copy shall also be posted at a conspicuous place in City Hall. The transfers shall become effective 14 days after posting, unless within that time, the Mayor or any City Commissioner shall notify the City Clerk that they wish the transfer placed upon the City Commission agenda for consideration by the City 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 City Commission.

(C) Nothing in this section shall authorize the City Manager to expend unanticipated revenues which may accrue to the city during the course of the fiscal year, unless and until the unanticipated revenues have been budgeted by the City Commission.

(Ord. 84-14, passed 10-23-84)

### **V. Budget Basis**

The General Operating Fund, Budget of the City of North Bay Village is prepared on a modified accrual basis. Briefly, this means that the obligation of the City, such as outstanding purchase orders, are considered as encumbrances and are budgeted as expenses. The City follows guidelines established by the Florida Department of Banking and Finance, the Government Finance Officers Association in association with the American Institute of Certified Public Accountants, the Charter of the City of North Bay Village and the Auditor General of the State of Florida.

The Comprehensive Annual Financial Report (CAFR) shows the status of the City's finances on the basis of Generally Accepted Accounting Principles (GAAP). In most cases this confirms to the method by which the City prepares its budget. The Comprehensive Annual Financial Report shows fund expenditures and revenues on both a (GAAP) basis and budget basis for comparison purposes. Except that GAAP does not take encumbrances into account until they become payable.



# CITY OF NORTH BAY VILLAGE

**FISCAL YEAR 2012 BUDGET**

## **Enterprise Funds**

Utility Fund and Stormwater Fund are budgeted on a full accrual basis. Not only are expenditures recognized when a commitment is made, but revenues are also recognized when they are obligated to the City.

## **Investment Policy**

It is the policy of the City of North Bay Village (the "City") 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 City'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 City will pursue:

- ❖ Preservation of capital and protection of principal,
- ❖ Maintenance of sufficient liquidity to meet operating needs,
- ❖ Security of City 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 City 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 City. The City 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 City shall maintain 20% of the current fiscal year general 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 City. For a more detailed discussion of the Fund Balance/Retained Earnings Reserves please refer to section 35.22 in the City's Code.



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### Budget Calendar Fiscal Year 2011-2012

| DATE         | EVENT   |
|--------------|---|
| APR 25       | Distribute Budget package to Department Heads   |
| MAY 4        | Capital Projects due into Finance   |
| MAY 4        | Department Budget Request due into Finance  |
| MAY 14-25    | City Manager Reviews Requested Budgets with Department Heads  |
| JUNE 1       | Final submittal to finance of Department changes to budget request  |
| JULY 1       | Receipt of DR 420 - Certified Property Assessments  |
| JULY 24      | Finance Director and City Manager finalize the Proposed Budget  |
| JULY 26      | Proposed budget submitted to Commission<br>Proposed Millage Rate is adopted by City Commission  |
| JULY 27      | School Board Budget Hearing-1st Budget Public Hearing   |
| AUGUST 4     | Deadline for submitting DR420 to Property Appraiser & Tax Collector<br>a) Include Proposed millage rate<br>b) The current rollback rate<br>c) The date, time, and meeting place of the Tentative Budget Hearing |
| SEPTEMBER 6  | City of North Bay Village 1st Public Hearing on Tentative Tax Rate and Budget Fiscal 2011/12  |
| SEPTEMBER 7  | School Board 2nd Budget Hearing   |
| SEPTEMBER 8  | County 1st Budget Hearing   |
| SEPTEMBER 18 | City will advertise its intent to adopt a final millage and budget  |
| SEPTEMBER 20 | City of North Bay Village 2nd and final Public Hearing on Proposed Tax Rate and Budget Fiscal 2011/12   |
| SEPTEMBER 22 | County 2nd Budget Hearing   |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET



### CERTIFICATION OF TAXABLE VALUE

DR-420  
R. 6/11  
Rule 12DER11-13  
Florida Administrative Code  
Eff. 6/11

|   |   |   |                 |
|---|---|---|-----------------|
| Year: 2011  |   | County: MIAMI-DADE  |                 |
| Principal Authority:<br>CITY OF NORTH BAY VILLAGE   |   | Taxing Authority:<br>CITY OF NORTH BAY VILLAGE                              |                 |
| <b>SECTION I : COMPLETED BY PROPERTY APPRAISER</b>  |   |   |                 |
| 1.  | Current year taxable value of real property for operating purposes  | \$ 625,918,827  | (1)             |
| 2.  | Current year taxable value of personal property for operating purposes  | \$ 18,872,556   | (2)             |
| 3.  | Current year taxable value of centrally assessed property for operating purposes  | \$ 0  | (3)             |
| 4.  | Current year gross taxable value for operating purposes (Line 1 plus Line 2 plus Line 3)  | \$ 644,791,383  | (4)             |
| 5.  | Current year net new taxable value (Add new construction, additions, rehabilitative improvements increasing assessed value by at least 100%, annexations, and tangible personal property value over 115% of the previous year's value. Subtract deletions.)     | \$ 69,831   | (5)             |
| 6.  | Current year adjusted taxable value (Line 4 minus Line 5)   | \$ 644,721,552  | (6)             |
| 7.  | Prior year FINAL gross taxable value from prior year applicable Form DR-403 series  | \$ 677,702,413  | (7)             |
| 8.  | Does the taxing authority include tax increment financing areas? If yes, enter number of worksheets (DR-420TIF) attached. If none, enter 0  | <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO         | Number<br>0 (8) |
| 9.  | Does the taxing authority levy a voted debt service millage or a millage voted for 2 years or less under s. 9(b), Article VII, State Constitution? If yes, enter the number of DR-420DEBT, Certification of Voted Debt Millage forms attached. If none, enter 0 | <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO         | Number<br>1 (9) |
| <b>Property Appraiser Certification</b>   |   | I certify the taxable values above are correct to the best of my knowledge. |                 |
| SIGN<br>HERE  | Signature of Property Appraiser :<br>   | Date :<br>July 1, 2011  |                 |
| <b>SECTION II : COMPLETED BY TAXING AUTHORITY</b>   |   |   |                 |
| 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 not applicable, enter -0-. |   |   |                 |
| 10.   | Prior year operating millage levy (If prior year millage was adjusted then use adjusted millage from Form DR-422)   | 4.7772 per \$1,000  | (10)            |
| 11.   | Prior year ad valorem proceeds (Line 7 multiplied by Line 10, divided by 1,000)   | \$ 3,237,520  | (11)            |
| 12.   | Amount, if any, paid or applied in prior year as a consequence of an obligation measured by a dedicated increment value (Sum of either Lines 6c or Line 7a for all DR-420TIF forms)   | \$  | (12)            |
| 13.   | Adjusted prior year ad valorem proceeds (Line 11 minus Line 12)   | \$ 3,237,520  | (13)            |
| 14.   | Dedicated increment value, if any (Sum of either Line 6b or Line 7e for all DR-420TIF forms)  | \$  | (14)            |
| 15.   | Adjusted current year taxable value (Line 6 minus Line 14)  | \$ 644,721,552  | (15)            |
| 16.   | Current year rolled-back rate (Line 13 divided by Line 15, multiplied by 1,000)   | 5.0216 per \$1000   | (16)            |
| 17.   | Current year proposed operating millage rate  | 5.9000 per \$1000   | (17)            |
| 18.   | Total taxes to be levied at proposed millage rate (Line 17 multiplied by Line 4, divided by 1,000)  | \$ 3,804,269  | (18)            |

Continued on page 2



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

DR-420  
R. 6/11  
Page 2

|   |   |   |   |   |      |
|---|---|---|---|---|------|
| 19.   | TYPE of principal authority (check one)   | <input type="checkbox"/> County                         | <input type="checkbox"/> Independent Special District   |   | (19) |
|   |   | <input checked="" type="checkbox"/> Municipality        | <input type="checkbox"/> Water Management District  |   |      |
| 20.   | Applicable taxing authority (check one)   | <input checked="" type="checkbox"/> Principal Authority | <input type="checkbox"/> Dependent Special District   |   | (20) |
|   |   | <input type="checkbox"/> MSTU                           | <input type="checkbox"/> Water Management District Basin  |   |      |
| 21.   | Is millage levied in more than one county? (check one)  | <input type="checkbox"/> Yes                            | <input checked="" type="checkbox"/> No  |   | (21) |
| <b>DEPENDENT SPECIAL DISTRICTS AND MSTUs</b>            |   | <b>STOP HERE - SIGN AND SUBMIT</b>                      |   |   |      |
|   |   |   |   |   |      |
| 22.   | Enter the total ad valorem proceeds of the principal authority, all dependent special districts, and MSTUs at rolled-back rate. (Total of Line 13 from all DR-420 forms)                    | \$ 3,237,520  |   |   | (22) |
| 23.   | Current year aggregate rolled-back rate (Line 22 divided by Line 15, multiplied by 1,000)   | 5.0216  | per \$1,000   |   | (23) |
| 24.   | Current year aggregate rolled-back taxes (Line 4 multiplied by Line 23, divided by 1,000)   | \$ 3,237,884  |   |   | (24) |
| 25.   | Enter total of all operating ad valorem taxes proposed to be levied by the principal taxing authority, all dependent districts, and MSTUs, if any. (Total of Line 18 from all DR-420 forms) | \$ 3,804,269  |   |   | (25) |
| 26.   | Current year proposed aggregate millage rate (Line 25 divided by Line 4, multiplied by 1,000)   | 5.9000  | per \$1,000   |   | (26) |
| 27.   | Current year proposed rate as a percent change of rolled-back rate (Line 26 divided by Line 23, <b>minus 1</b> , multiplied by 100)   | 17.49   | %   |   | (27) |
| <b>First public budget hearing</b>                      |   | Date: 09/06/2011  | Time: 6:30 PM   | Place: City Hall, 1700 Kennedy Cswy, #132<br>North Bay Village, FL 33141<br>Phone: 305-756-7171 |      |
| <b>S<br/>I<br/>G<br/>N<br/><br/>H<br/>E<br/>R<br/>E</b> | <b>Taxing Authority Certification</b>   |   | I certify the millages and rates are correct to the best of my knowledge. The millages comply with the provisions of s. 200.065 and the provisions of either s. 200.071 or s. 200.081, F.S. |   |      |
|   | Signature of Chief Administrative Officer :   |   | Date : 8/4/11   |   |      |
|   | Title : Interim City Manager  |   | Contact Name and Contact Title : Gerard A. Pirri, Finance Director  |   |      |
|   | Mailing Address : 1700 Kennedy Causeway, Suite 132  |   | Physical Address : 1700 Kennedy Causeway, Suite 132   |   |      |
|   | City, State, Zip : North Bay Village, FL 33141  |   | Phone Number : 305-756-7171   | Fax Number : 305-756-7722   |      |

Instructions on page 3



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### TAX RATE COMPARISON

| TAX RATE COMPARISON |           |              |        | TAX ROLL COMPARISON |               |
|---------------------|-----------|--------------|--------|---------------------|---------------|
| Year                | Operating | Debt Service | TOTAL  | Year                | Taxable Value |
| 1990-1991           | 4.4730    | 0.7810       | 5.2540 | 1990-1991           | 198,315,763   |
| 1991-1992           | 4.9900    | 0.7960       | 5.7860 | 1991-1992           | 201,500,493   |
| 1992-1993           | 5.4000    | 0.6800       | 6.0800 | 1992-1993           | 200,341,476   |
| 1993-1994           | 5.6200    | 0.6700       | 6.2900 | 1993-1994           | 197,467,210   |
| 1994-1995           | 5.1120    | 0.6310       | 5.7430 | 1994-1995           | 205,281,409   |
| 1995-1996           | 5.0730    | 0.6410       | 5.7140 | 1995-1996           | 209,085,760   |
| 1996-1997           | 5.1190    | 0.6540       | 5.7730 | 1996-1997           | 212,927,190   |
| 1997-1998           | 4.8870    | 0.6260       | 5.5130 | 1997-1998           | 221,773,650   |
| 1998-1999           | 4.8870    | 0.6172       | 5.5042 | 1998-1999           | 227,572,848   |
| 1999-2000           | 4.8870    | 0.5680       | 5.4550 | 1999-2000           | 240,381,315   |
| 2000-2001           | 5.2300    | 0.5538       | 5.7838 | 2000-2001           | 248,830,321   |
| 2001-2002           | 5.7642    | 0.5169       | 6.2811 | 2001-2002           | 253,254,682   |
| 2002-2003           | 5.7642    | 0.4481       | 6.2123 | 2001-2003           | 293,815,457   |
| 2003-2004           | 5.8094    | 0.4029       | 6.2123 | 2002-2003           | 324,965,284   |
| 2004-2005           | 5.9250    | 0.2873       | 6.2123 | 2004-2005           | 502,503,719   |
| 2005-2006           | 5.9783    | 0.2340       | 6.2123 | 2005-2006           | 606,687,342   |
| 2006-2007           | 5.9000    | 0.1980       | 6.0980 | 2006-2007           | 726,025,509   |
| 2007-2008           | 4.6697    | 0.1290       | 4.7987 | 2007-2008           | 979,310,707   |
| 2008-2009           | 4.6697    | 0.1290       | 4.7987 | 2008-2009           | 1,162,487,427 |
| 2009-2010           | 4.2772    | 0.5215       | 4.7987 | 2009-2010           | 939,526,353   |
| 2010-2011           | 4.7772    | 0.5008       | 5.2780 | 2010-2011           | 691,801,219   |
| 2011-2012           | 4.7772    | 1.2355       | 6.0127 | 2011-2012           | 644,791,383   |

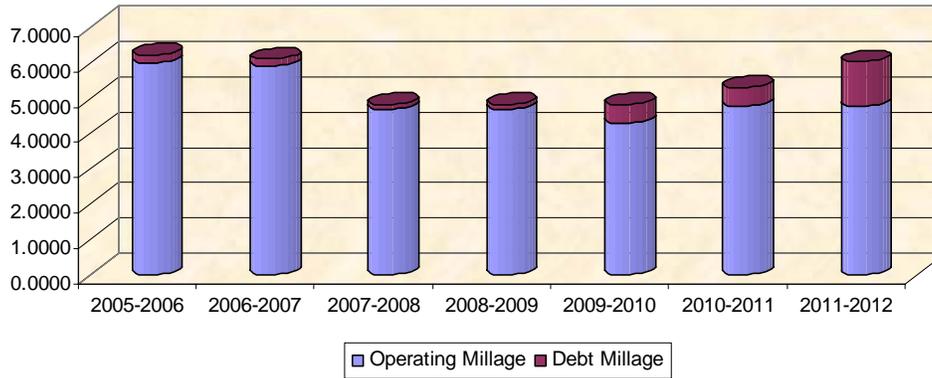


# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

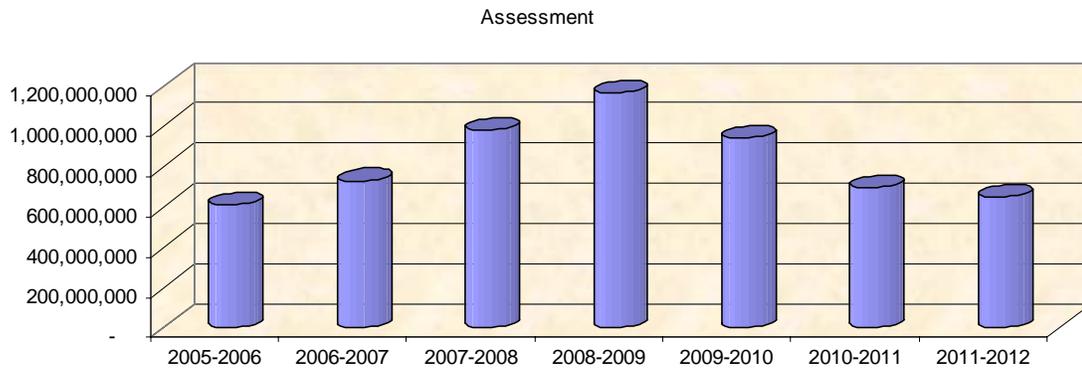
### AD VALOREM TAX GRAPHS

#### 7 Year Tax Rates



|                   | 2005-2006 | 2006-2007 | 2007-2008 | 2008-2009 | 2009-2010 | 2010-2011 | 2011-2012 |
|-------------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| Operating Millage | 5.9783    | 5.9000    | 4.6697    | 4.6697    | 4.2772    | 4.7772    | 4.7772    |
| Debt Millage      | 0.2340    | 0.1980    | 0.1290    | 0.1290    | 0.5215    | 0.5008    | 1.2355    |
| Total Millage     | 6.2123    | 6.2123    | 4.7987    | 4.7987    | 4.7987    | 5.2780    | 6.0127    |

#### 7 Year Property Assessments



| Tax Year   | 2005-2006   | 2006-2007   | 2007-2008   | 2008-2009     | 2009-2010   | 2010-2011   | 2011-2012   |
|------------|-------------|-------------|-------------|---------------|-------------|-------------|-------------|
| Assessment | 606,687,342 | 726,025,509 | 979,310,707 | 1,162,487,427 | 939,526,353 | 691,801,219 | 644,791,383 |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### PROPERTY TAX IMPACT/AVERAGE HOME

| OPERATING MILLAGE RATE (\$) FOR A HOME APPRAISED AT \$250,000 |  |  |
|---|--|--|
|   | ADOPTED 2010-2011<br>MILLAGE RATE 4.7772 | ADOPTED 2011-2012<br>MILLAGE RATE 4.7772 |
| APPRAISED VALUE OF HOME                                       | \$250,000                                | \$250,000                                |
| LESS HOMESTEAD EXEMPTION                                      | (\$50,000)                               | (\$50,000)                               |
| DIVIDED BY \$1000   | \$200                                    | \$200                                    |
| MULTIPLIED BY MILLAGE RATE                                    | \$955                                    | \$955                                    |
| (DECREASE) / INCREASE MUNICIPAL TAX                           |  | \$0                                      |

| DEBT MILLAGE RATE INCREASE (\$) FOR A HOME APPRAISED AT \$250,000 |  |  |
|---|--|--|
|   | ADOPTED 2010-2011<br>DEBT MILLAGE RATE<br>0.5008 | ADOPTED 2011-2012<br>DEBT MILLAGE RATE<br>1.2355 |
| APPRAISED VALUE OF HOME   | \$250,000  | \$250,000  |
| LESS HOMESTEAD EXEMPTION  | (\$50,000)                                       | (\$50,000)                                       |
| DIVIDED BY \$1000   | \$200  | \$200  |
| MULTIPLIED BY MILLAGE RATE  | \$100  | \$247  |
| (DECREASE) / INCREASE DEBT MILLAGE                                |  | \$147  |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### BUDGET SUMMARY

| ESTIMATED REVENUES  | GENERAL FUND     | BUILDING FEE FUND | STREET MAINTENANCE FUND | AFTER SCHOOL & SUMMER FUND | TRANSPORTATION FUND | CAPITAL FUND     | WATER SEWER SANITATION | WATER TRUST   | SEWER TRUST    | SANITATION TRUST | STORM WATER FUND | DEBT SERVICE FUND | TOTAL             |
|---|------------------|-------------------|-------------------------|----------------------------|---------------------|------------------|------------------------|---------------|----------------|------------------|------------------|-------------------|-------------------|
| <b>ESTIMATED REVENUES</b>   |                  |                   |                         |                            |                     |                  |                        |               |                |                  |                  |                   |                   |
| TAXES: MILLAGE PER \$ 1000  |                  |                   |                         |                            |                     |                  |                        |               |                |                  |                  |                   |                   |
| Ad Valorem Taxes 4.7772 Current Value   | 2,926,283        |                   |                         |                            |                     |                  |                        |               |                |                  |                  |                   | 2,926,283         |
| Ad Valorem Taxes 12355 (voted debt)   |                  |                   |                         |                            |                     |                  |                        |               |                |                  |                  | 756,803           | 756,803           |
| Local Option Gas Tax  |                  |                   | 103,772                 |                            |                     |                  |                        |               |                |                  |                  |                   | 103,772           |
| Sur-Tax - Transportation  |                  |                   |                         |                            | 200,000             |                  |                        |               |                |                  |                  |                   | 200,000           |
| Franchise Fees  | 364,500          |                   |                         |                            |                     |                  |                        |               |                |                  |                  |                   | 364,500           |
| Utility Tax Revenue   | 726,449          |                   |                         |                            |                     |                  |                        |               |                |                  |                  |                   | 726,449           |
| License & Permits   | 72,600           | 163,087           |                         |                            |                     |                  |                        |               |                |                  |                  |                   | 235,687           |
| Grant/Intergovernmental Revenue   | 706,748          |                   | 5,300                   | 134,720                    |                     | 1,082,459        |                        |               | 339,174        |                  |                  |                   | 2,268,401         |
| Charges for Services  | 54,400           |                   |                         |                            |                     |                  |                        |               |                |                  |                  |                   | 54,400            |
| Fine & Forfeitures  | 205,500          |                   |                         |                            |                     |                  |                        |               |                |                  |                  |                   | 205,500           |
| Miscellaneous Revenue   | 43,700           |                   |                         |                            |                     |                  | 1,526                  |               |                |                  |                  |                   | 45,226            |
| Debt Proceeds   |                  |                   |                         |                            |                     |                  |                        |               |                |                  |                  |                   | -                 |
| Water/Sewer/Sanitization Revenue  |                  |                   |                         |                            |                     |                  | 4,360,000              |               |                |                  |                  |                   | 4,360,000         |
| Water Improvements Trust  |                  |                   |                         |                            |                     |                  |                        |               |                |                  |                  |                   | -                 |
| Sewer Improvement Trust   |                  |                   |                         |                            |                     |                  |                        |               |                |                  |                  |                   | -                 |
| Storm Water Fees  |                  |                   |                         |                            |                     |                  |                        |               |                |                  | 116,000          |                   | 116,000           |
| <b>TOTAL REVENUES</b>   | <b>5,100,180</b> | <b>163,087</b>    | <b>109,072</b>          | <b>134,720</b>             | <b>200,000</b>      | <b>1,082,459</b> | <b>4,361,526</b>       | <b>0</b>      | <b>339,174</b> | <b>0</b>         | <b>116,000</b>   | <b>756,803</b>    | <b>12,363,021</b> |
| Transfers In  | 0                | 0                 | 218,318                 | 27,445                     | 55,248              | 109,130          | 0                      | 25,000        | 237,368        | 63,000           | 0                | 0                 | 735,509           |
| Fund Balances/Reserves/Net Assets   | 2,454,223        | 0                 | 0                       | 0                          | 77,217              | 1,444,735        | (650,410)              | 0             | 0              | 0                | 255,621          | 0                 | 3,581,386         |
| <b>Total Rev., Transfers &amp; Bal</b>  | <b>7,554,403</b> | <b>163,087</b>    | <b>327,390</b>          | <b>162,165</b>             | <b>332,465</b>      | <b>2,636,324</b> | <b>3,711,116</b>       | <b>25,000</b> | <b>576,542</b> | <b>63,000</b>    | <b>371,621</b>   | <b>756,803</b>    | <b>16,679,916</b> |
| <b>EXPENDITURES</b>   |                  |                   |                         |                            |                     |                  |                        |               |                |                  |                  |                   |                   |
| City Commission Department  | 65,221           |                   |                         |                            |                     |                  |                        |               |                |                  |                  |                   | 65,221            |
| City Manager Department   | 161,727          |                   |                         |                            |                     |                  |                        |               |                |                  |                  |                   | 161,727           |
| City Clerk Department   | 148,441          |                   |                         |                            |                     |                  |                        |               |                |                  |                  |                   | 148,441           |
| Finance Department  | 124,624          |                   |                         |                            |                     |                  |                        |               |                |                  |                  |                   | 124,624           |
| Legal Services Department   | 300,000          |                   |                         |                            |                     |                  |                        |               |                |                  |                  |                   | 300,000           |
| General Government Department   | 772,710          |                   |                         |                            |                     |                  |                        |               |                |                  |                  |                   | 772,710           |
| Police Department   | 3,245,500        |                   |                         |                            |                     |                  |                        |               |                |                  |                  |                   | 3,245,500         |
| Recreation/Human Services Dept.   | 36,193           |                   |                         |                            |                     |                  |                        |               |                |                  |                  |                   | 36,193            |
| Building Department   |                  | 163,087           |                         |                            |                     |                  |                        |               |                |                  |                  |                   | 163,087           |
| Public Works/Maintenance Division   |                  |                   | 327,390                 |                            |                     |                  |                        |               |                |                  |                  |                   | 327,390           |
| After School & Summer   |                  |                   |                         | 162,165                    |                     |                  |                        |               |                |                  |                  |                   | 162,165           |
| Transportation  |                  |                   |                         |                            | 124,260             |                  |                        |               |                |                  |                  |                   | 124,260           |
| Capital Projects Fund   |                  |                   |                         |                            |                     | 2,631,324        |                        |               |                |                  |                  |                   | 2,631,324         |
| Utilities Admin/Water/Sewer/Sanitization  |                  |                   |                         |                            |                     |                  | 3,271,897              |               |                |                  |                  |                   | 3,271,897         |
| Storm Water   |                  |                   |                         |                            |                     |                  |                        |               |                |                  | 71,100           |                   | 71,100            |
| Debt Service  |                  |                   |                         |                            |                     |                  |                        |               | 151,029        |                  |                  | 756,803           | 907,832           |
| Reserve   |                  |                   |                         |                            |                     |                  | 391,172                |               |                |                  | 23,200           |                   | 414,372           |
| <b>TOTAL EXPENDITURES</b>   | <b>4,854,416</b> | <b>163,087</b>    | <b>327,390</b>          | <b>162,165</b>             | <b>124,260</b>      | <b>2,631,324</b> | <b>3,663,069</b>       | <b>0</b>      | <b>151,029</b> | <b>0</b>         | <b>94,300</b>    | <b>756,803</b>    | <b>12,927,843</b> |
| Water Improvement Trust   |                  |                   |                         |                            |                     |                  |                        | 25,000        |                |                  |                  |                   | 25,000            |
| Sewer Improvement Trust   |                  |                   |                         |                            |                     |                  |                        |               | 425,513        |                  |                  |                   | 425,513           |
| Sanitation Improvement Trust  |                  |                   |                         |                            |                     |                  |                        |               |                | 63,000           |                  |                   | 63,000            |
| <b>TOTAL CAPITAL IMPROVEMENTS</b>   | <b>0</b>         | <b>0</b>          | <b>0</b>                | <b>0</b>                   | <b>0</b>            | <b>0</b>         | <b>0</b>               | <b>25,000</b> | <b>425,513</b> | <b>63,000</b>    | <b>0</b>         | <b>0</b>          | <b>513,513</b>    |
| <b>TOTAL EXP &amp; CAP IMPROVEMENTS:</b>  | <b>4,854,416</b> | <b>163,087</b>    | <b>327,390</b>          | <b>162,165</b>             | <b>124,260</b>      | <b>2,631,324</b> | <b>3,663,069</b>       | <b>25,000</b> | <b>576,542</b> | <b>63,000</b>    | <b>94,300</b>    | <b>756,803</b>    | <b>13,441,356</b> |
| Transfers Out   | 301,011          | 0                 | 0                       | 0                          | 109,130             | 0                | 239,029                | 0             | 0              | 0                | 86,339           | 0                 | 735,509           |
| Fund Balances/Reserves/Net Assets   | 2,398,976        | 0                 | 0                       | 0                          | 99,076              | 5,000            | (190,982)              | 0             | 0              | 0                | 190,982          | 0                 | 2,503,051         |
| <b>Total Appropriated Expenditures</b>  | <b>7,554,403</b> | <b>163,087</b>    | <b>327,390</b>          | <b>162,165</b>             | <b>332,465</b>      | <b>2,636,324</b> | <b>3,711,116</b>       | <b>25,000</b> | <b>576,542</b> | <b>63,000</b>    | <b>371,621</b>   | <b>756,803</b>    | <b>16,679,916</b> |
| <b>THE TENTATIVE, ADOPTED AND / OR FINAL BUDGETS ARE ON FILE IN THE OFFICE OF THE ABOVE MENTIONED TAXING AUTHORITY AS A PUBLIC RECORD</b> |                  |                   |                         |                            |                     |                  |                        |               |                |                  |                  |                   |                   |



# **CITY OF NORTH BAY VILLAGE**

## **FISCAL YEAR 2012 BUDGET**

### ***FUND STRUCTURE***

#### **Governmental Funds Group – General Funds**

General Fund

#### **Governmental Funds Group – Special Revenue Funds**

Building Fee Fund

Street Maintenance Fund

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**

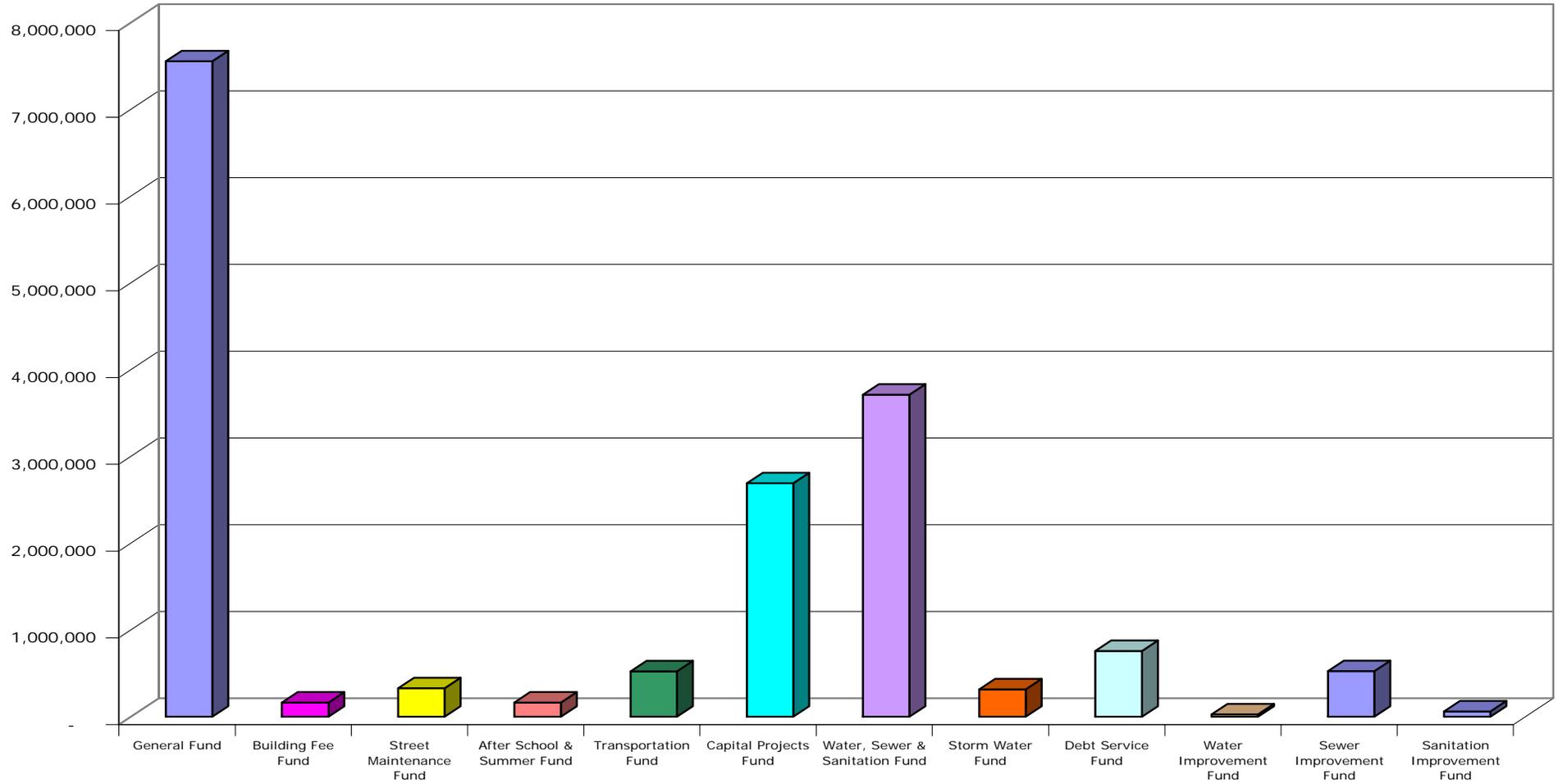
Capital Projects Fund

#### **Proprietary Funds Group – Enterprise Funds**

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

Enterprise Fund – Storm Water Fund

CITY OF NORTH BAY VILLAGE  
 Summary of all Expenditures and Revenues (Balance Budget)  
 Fiscal Year 2012





# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

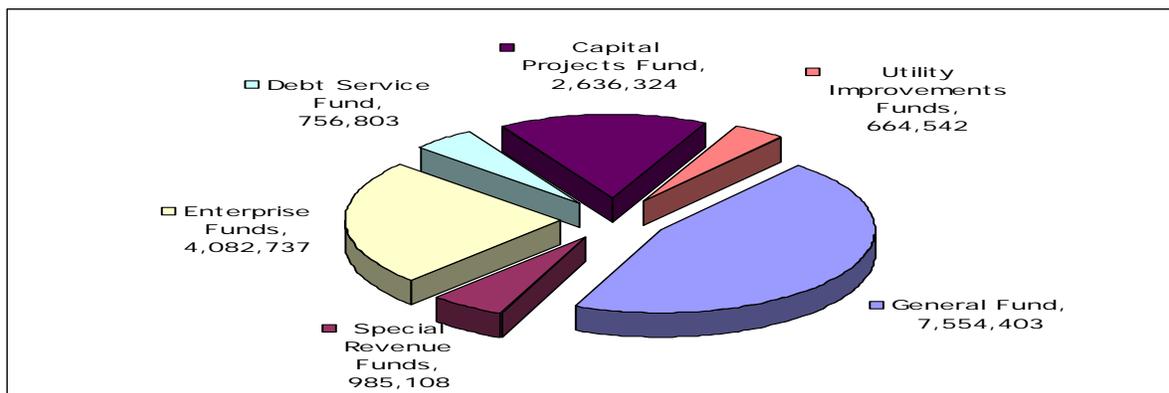
### FINANCIAL SUMMARY

#### 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 total Adopted Fiscal Year 2012 Budget, including revenues, expenditures, inter-fund transfers and fund balances of the City of North Bay Village is \$ 16,679,916 . General Fund totals \$ 7,554,403 , Building Fee Fund \$ 163,087 , Street Maintenance Fund \$ 327,390 , After School and Summer Fund \$ 162,165 Transportation Fund \$ 332,465 , Capital Projects Fund Infrastructure \$ 2,636,324 , Enterprise Fund-Water, Sewer & Sanitation Utility \$ 3,711,116 , Storm Water Fund 371,621 , Water Improvements Trust Fund \$ 25,000 Sewer improvements Trust Fund \$ 576,542 Sanitation Improvements Trust Fund \$ 63,000 and Debt Service Fund \$ 756,803 .





# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### Fund Balance

| Funds  | FY 2011          | FY 2012          |
|--|------------------|------------------|
| <b>General Fund</b>  |                  |                  |
| Beginning Fund Balance                                       | 1,944,621        | 2,454,223        |
| Total Revenues   | 11,867,547       | 5,100,180        |
| Transfer from Utility Fund                                   | 217,264          | 0                |
| Total Expenditures   | (11,656,055)     | (4,854,416)      |
| Transfer to Street Maintenance Fund                          | (390,607)        | (218,318)        |
| Transfer to After School & Summer Fund                       | 0                | (27,445)         |
| Transfer to Transportation Fund                              | (55,248)         | (55,248)         |
| Transfer to Capital Fund                                     | (1,856)          | 0                |
| <b>Ending Balance for General Fund</b>                       | <b>1,925,666</b> | <b>2,398,975</b> |
| <b>Building Fee Fund</b>                                     |                  |                  |
| Beginning Fund Balance                                       | 0                | 0                |
| Total Revenues   | 142,700          | 163,087          |
| Transfer from General Fund                                   | 0                | 0                |
| Total Expenditures   | (142,700)        | (163,087)        |
| <b>Ending Balance for Building Fee Fund</b>                  | <b>0</b>         | <b>0</b>         |
| <b>Street Maintenance Fund</b>                               |                  |                  |
| Beginning Fund Balance                                       | 0                | 0                |
| Total Revenues   | 111,386          | 109,072          |
| Transfer from General Fund                                   | 390,607          | 218,318          |
| Total Expenditures   | (501,993)        | (327,390)        |
| <b>Ending Balance for Street Maintenance Fund</b>            | <b>0</b>         | <b>0</b>         |
| <b>After School &amp; Summer Fund</b>                        |                  |                  |
| Beginning Fund Balance                                       | 0                | 0                |
| Total Revenues   | 0                | 134,720          |
| Transfer from General Fund                                   | 0                | 27,445           |
| Total Operating Expenditures                                 | 0                | (162,165)        |
| <b>Ending Balance for After School &amp; Summer Fund</b>     | <b>0</b>         | <b>0</b>         |
| <b>Transportation Fund</b>                                   |                  |                  |
| Beginning Fund Balance                                       | 59,719           | 77,217           |
| Total Revenues   | 200,000          | 200,000          |
| Transfer from General Fund                                   | 55,248           | 55,248           |
| Total Operating Expenditures                                 | (133,823)        | (124,260)        |
| Transfer to Capital Fund                                     | (181,144)        | (109,130)        |
| <b>Ending Balance for Transportation Fund</b>                | <b>0</b>         | <b>99,076</b>    |
| <b>Capital Fund</b>  |                  |                  |
| Beginning Fund Balance                                       | 2,313,488        | 1,444,735        |
| Total Revenues   | 65,000           | 1,082,459        |
| Transfer from General Fund                                   | 1,856            | -                |
| Transfer from Transportation Fund                            | 181,144          | 109,130          |
| Total Operating Expenditures                                 | (2,039,850)      | (2,631,324)      |
| <b>Ending Balance for Capital Fund</b>                       | <b>521,638</b>   | <b>5,000</b>     |
| <b>Water/Sewer/Sanitation Fund</b>                           |                  |                  |
| Beginning Fund Balance                                       | (767,410)        | (650,410)        |
| Total Revenues   | 4,218,319        | 4,361,526        |
| Total Expenditures   | (3,390,428)      | (3,663,069)      |
| Transfer to General Fund                                     | (217,264)        | -                |
| Transfer to Water Improvement Trust Fund                     | (25,000)         | (25,000)         |
| Transfer to Sanitation Improvement Trust Fund                | -                | (63,000)         |
| Transfer to Sewer Improvement Trust Fund                     | (183,958)        | (151,029)        |
| <b>Ending Balance for Water/Sewer/Sanitation Fund</b>        | <b>(365,741)</b> | <b>(190,982)</b> |
| <b>Water Trust Fund</b>                                      |                  |                  |
| Beginning Fund Balance                                       | 0                | 0                |
| Total Revenues   | 0                | 0                |
| Transfer from Water Operations                               | 25,000           | 25,000           |
| Total Capital Improvement                                    | (25,000)         | (25,000)         |
| <b>Ending Balance for Water Improvements Trust Fund</b>      | <b>0</b>         | <b>0</b>         |
| <b>Sewer Trust Fund</b>                                      |                  |                  |
| Beginning Fund Balance                                       | 0                | 0                |
| Total Revenues   | 4,848,971        | 339,174          |
| Transfer from Sewer Operations                               | 183,958          | 237,368          |
| Total Expenditures   | (183,958)        | (151,029)        |
| Total Capital Improvements                                   | (4,848,971)      | (425,513)        |
| <b>Ending Balance for Sewer Trust Fund</b>                   | <b>0</b>         | <b>0</b>         |
| <b>Sanitation Trust Fund</b>                                 |                  |                  |
| Beginning Fund Balance                                       | 0                | 0                |
| Total Revenues   | 0                | 0                |
| Transfer from Water Operations                               | 0                | 63,000           |
| Total Capital Improvement                                    | 0                | (63,000)         |
| <b>Ending Balance for Sanitation Improvements Trust Fund</b> | <b>0</b>         | <b>0</b>         |
| <b>Stormwater Fund</b>                                       |                  |                  |
| Beginning Fund Balance                                       | 277,741          | 255,621          |
| Total Revenues   | 115,000          | 116,000          |
| Total Expenditures   | (72,000)         | (94,300)         |
| Transfer to Sewer Improvements                               | -                | (86,339)         |
| <b>Ending Balance for Stormwater Fund</b>                    | <b>320,741</b>   | <b>190,982</b>   |
| <b>Debt Service Fund</b>                                     |                  |                  |
| Beginning Fund Balance                                       | 0                | 0                |
| Total Revenues   | 329,108          | -                |
| Total Expenditures   | (329,108)        | -                |
| <b>Ending Balance for Debt Service Fund</b>                  | <b>0</b>         | <b>0</b>         |
| <b>Total Ending Fund Balance</b>                             | <b>2,081,563</b> | <b>2,503,051</b> |



# CITY OF NORTH BAY VILLAGE

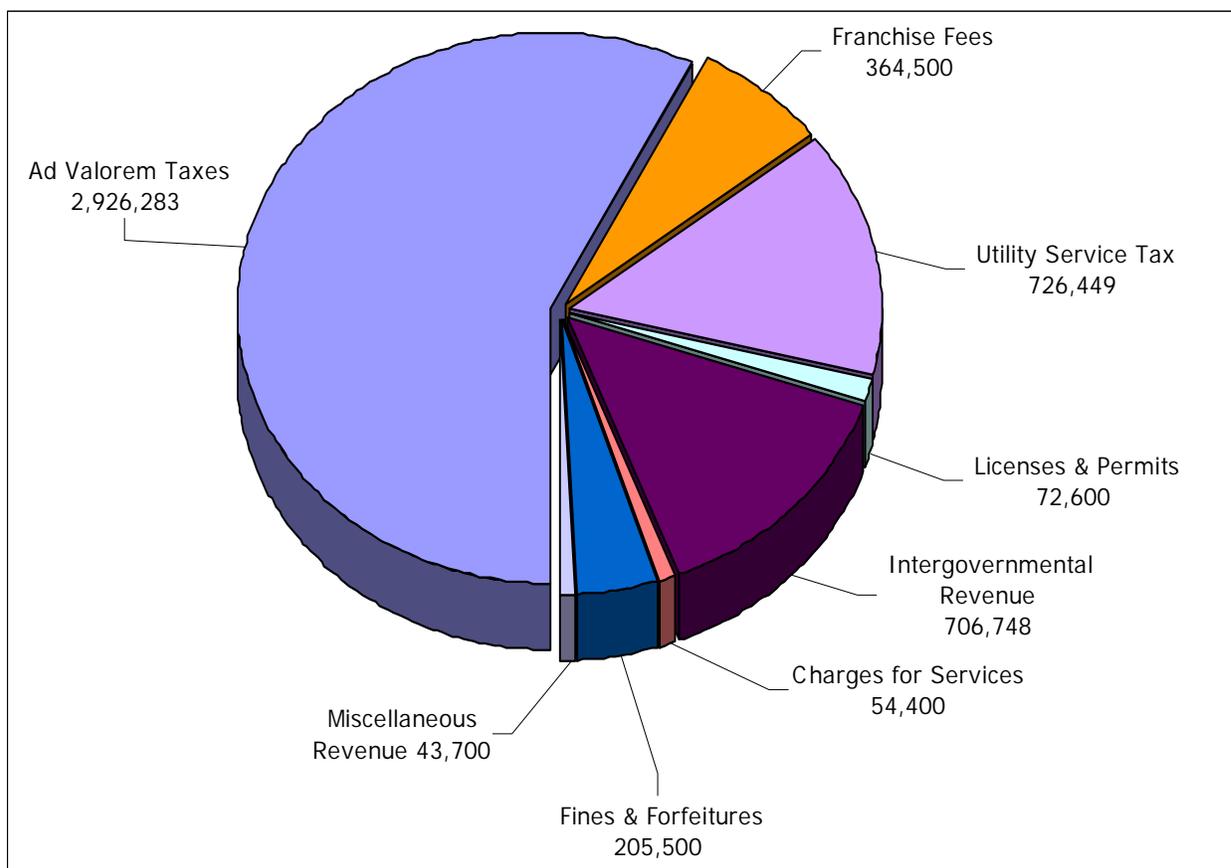
## FISCAL YEAR 2012 BUDGET

### 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 city government.

The revenues available for allocation in the 2012 Fiscal Year General Fund Adopted Budget total \$ 5,100,180 . This is a decrease of \$ 6,767,367 over the current year budget due to FY 2011 refunding of the Debt Proceed of \$6,325,000. Also, a decrease of 6.8% on Ad Valorem Taxes and a 20% decrease on Electrical Franchise fees.



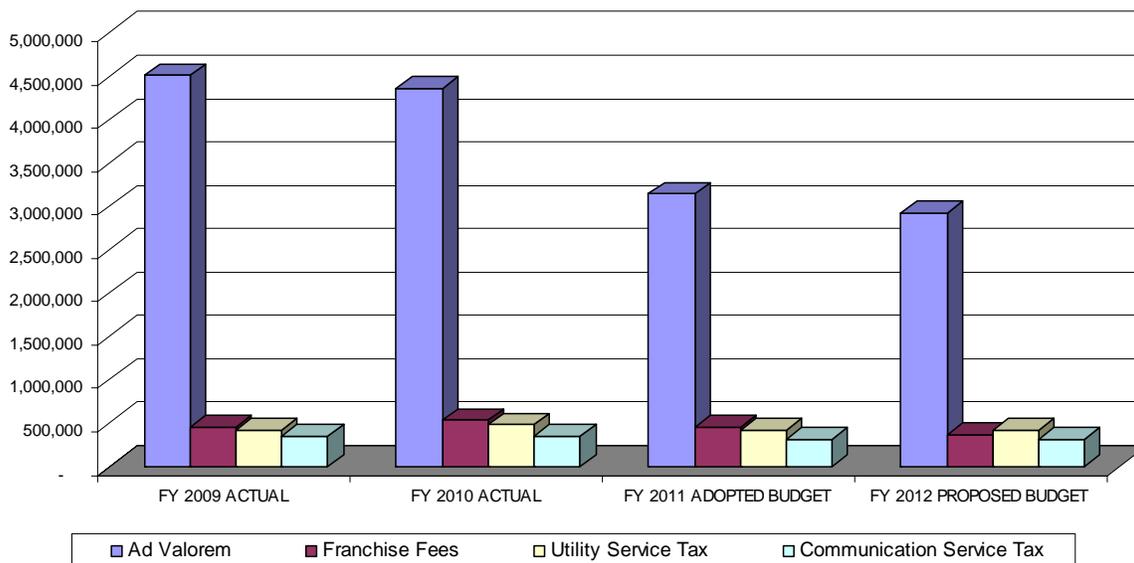


# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 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 \$ 4,017,232 . This amount includes \$ 2,926,283 from Ad Valorem Taxes based on operating millage rate of 4.7772 and debt millage rate of 1.2355. The Adopted operating millage rate is the same rate adopted by the City last fiscal year and the debt millage rate is 0.7347 more than the rate adopted by the City last Fiscal Year. Ad Valorem Taxes decreased \$ (213,346) over the current year, due to a reduction in assessed property values.



### Licenses and Permits

This revenue category represents revenues from City Local Business Tax. Total revenue anticipated to be collected in this category is \$ 72,600 . This is an increase of \$ 2,000 over the current year due to an increase on the variance fee revenue.

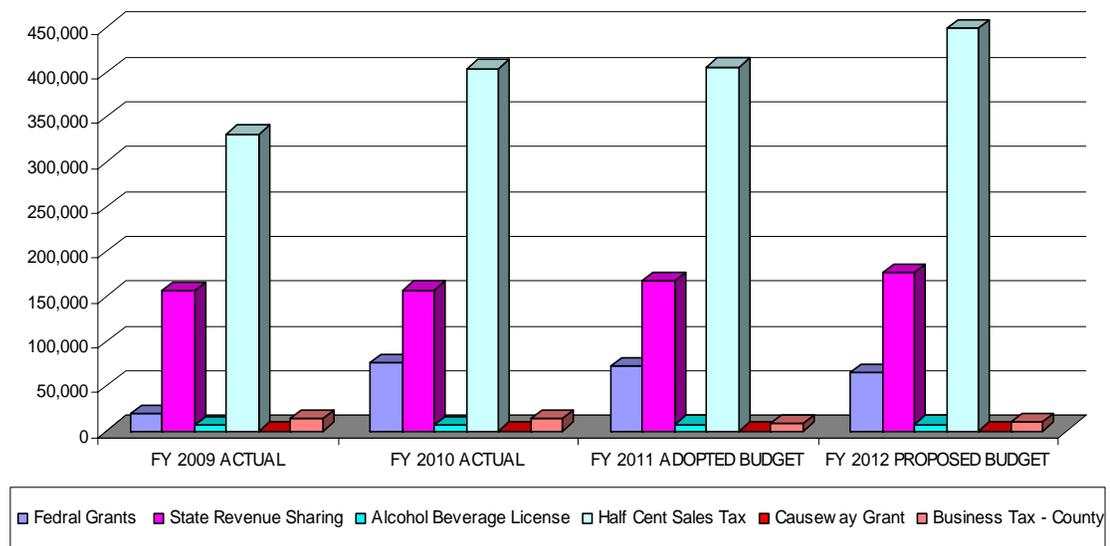


# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### *Intergovernmental Revenues*

Total revenues in this category are projected to reach \$ 706,748 representing an increase of \$ 46,701 .



### *Charges for Services*

This category is composed of revenues relating to services provided by the City, such as Record Research Fee, Passport Fees and Advertising Fees. The total revenue anticipated to be collected in this category is \$ 54,400 and represents a increase from the current year's budget due to records research's and reviews. The increase in revenue from the current year is \$ 17,240 .

### *Fines and Forfeitures*

Revenues projected to be available for allocation from this category total \$ 205,500 , including funds generated by Traffic Safety System, Court and Code Violation. This is a decrease of \$ (224,509) due to the % the state receives for the Traffic Violations.



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### ***Miscellaneous Revenue***

Projected revenues are anticipated to reach \$ 43,700 and are derived from interest earnings on the City's general fund balance and other miscellaneous revenues that the City does not account for in other revenue line items. The budget reflects an increase of \$ 19,700 from the current year budget.

### ***Grants and Other Sources***

The City 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 the City of 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 City will match the grant by \$27,445 and the Total revenue for the grant is \$134,720.

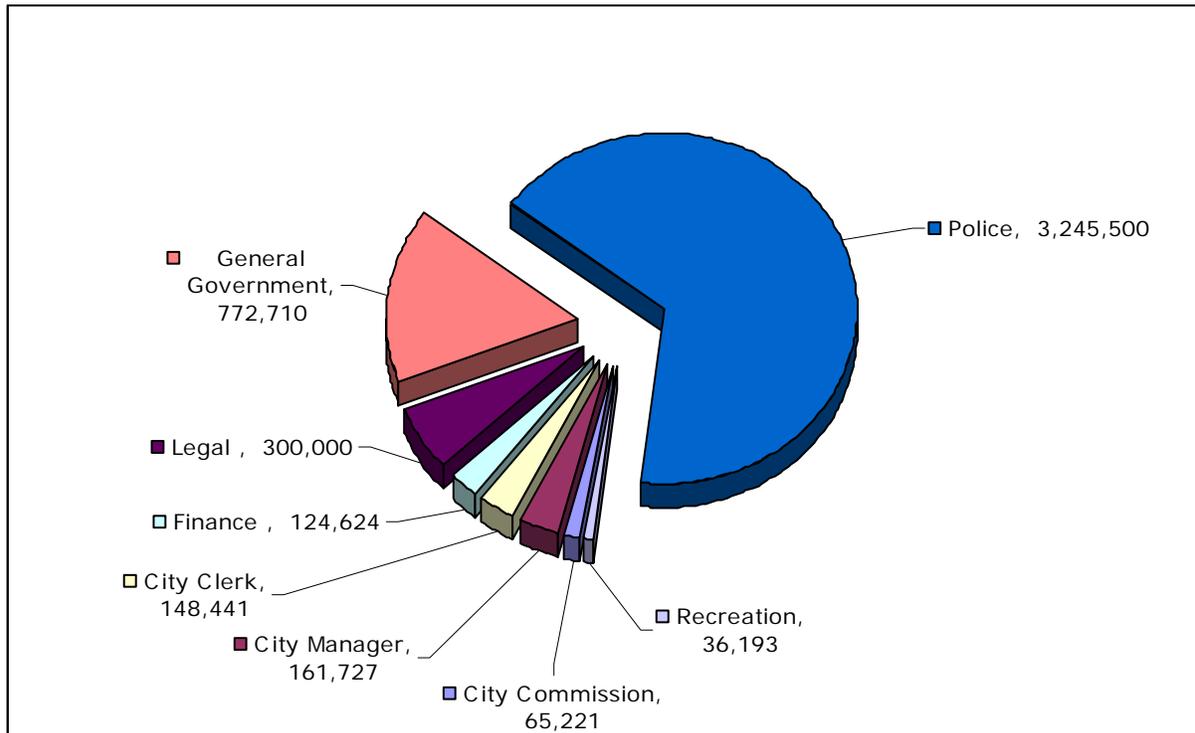


# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### General Fund Expenditures

The estimated Fiscal Year 2012 General Fund expenditures total \$ 4,854,416 and are comprised of the following:



### Personnel Services

Personnel Services expenditures reflect the salaries and benefits of full and part time employees of the City. Personnel Services account for \$ 3,584,725 or 73.8% of total General Fund Budget. This category reflects a decrease of \$ (476,585) from the current year budget.

### Operating Expenditures

Operating Expenditures represent the general non-personnel services related costs of the City and at \$ 1,218,191 represent 25.1% of the General Fund Budget. This category reflects a decrease of \$ (6,109,660).

### Capital Outlay

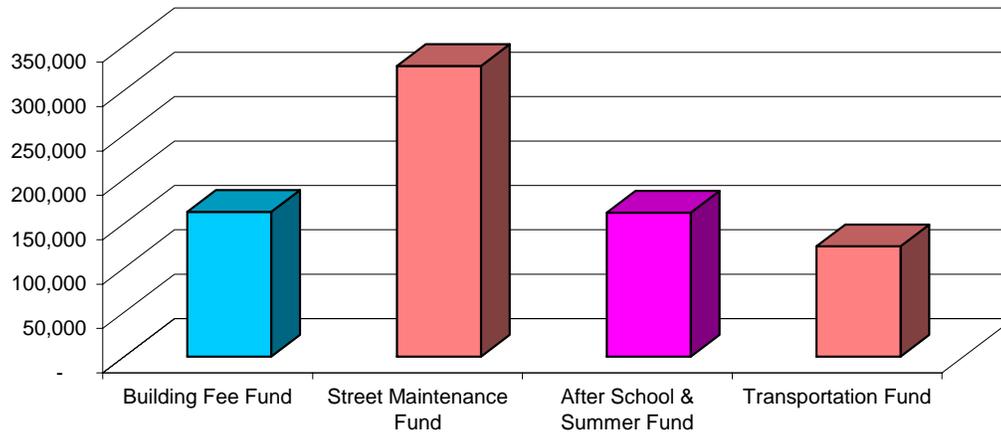
With expenses of \$ 51,500, Capital Outlay represents 1.1% of the Budget.



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### SUMMARY OF SPECIAL REVENUE FUNDS





# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### *Building Fee Fund*

This fund is used to account for restricted revenues and expenses associated with the Building Department. Fiscal Year 2012 Adopted 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 2012 is \$ 163,087 this represents an increase of \$ 20,387 over the current years' Budget.

### *Building Fee Fund Detail*

| ACCOUNT DESCRIPTION                 | FY 09<br>ACTUAL | FY 10<br>ACTUAL  | FY 11<br>ADOPTED<br>BUDGET | FY 11<br>6 MONTHS<br>ACTUAL | FY 11<br>PROJECTED<br>ACTUAL | FY 12<br>ADOPTED<br>BUDGET |
|-------------------------------------|-----------------|------------------|----------------------------|-----------------------------|------------------------------|----------------------------|
| <b>BUILDING FEE FUND</b>            |                 |                  |                            |                             |                              |                            |
| <i>Operating Revenues</i>           |                 |                  |                            |                             |                              |                            |
| Building Permit Fees                | 103,977         | 84,416           | 75,000                     | 44,942                      | 89,884                       | 108,387                    |
| Electrical Permits                  | 45,014          | 11,668           | 10,000                     | 4,265                       | 8,529                        | 10,000                     |
| Plumbing Permits                    | 15,681          | 6,433            | 5,000                      | 4,173                       | 8,346                        | 10,000                     |
| Sign Permits                        | 0               | 0                | 0                          | 0                           | 0                            | 0                          |
| Mechanical Permits                  | 7,562           | 3,077            | 5,000                      | 4,253                       | 8,506                        | 6,500                      |
| Structural Permits                  | 13,204          | 3,849            | 5,000                      | 964                         | 1,446                        | 3,000                      |
| Misc Permits                        | 46,715          | 30,605           | 50,000                     | 360                         | 540                          | 800                        |
| Building Inspection Fees            | 1,688           | 896              | 0                          | 485                         | 969                          | 1,000                      |
| Plans Review                        | 595             | 297              | 0                          | 253                         | 506                          | 400                        |
| Other Misc Revenues                 | 1,925           | 12,459           | 0                          | 12,072                      | 24,143                       | 23,000                     |
| <b>Total Operating Revenues</b>     | <b>236,036</b>  | <b>153,700</b>   | <b>150,000</b>             | <b>71,766</b>               | <b>142,870</b>               | <b>163,087</b>             |
| <i>Non-Operating Revenue</i>        |                 |                  |                            |                             |                              |                            |
| Appropriation of Fund Balance       | 0               | 0                | 0                          | 0                           | 0                            | 0                          |
| Transfer from General Fund          | 0               | 900,547          | 122,334                    | 0                           | 122,334                      | 0                          |
| <b>Total Non-Operating Revenue</b>  | <b>0</b>        | <b>900,547</b>   | <b>122,334</b>             | <b>0</b>                    | <b>122,334</b>               | <b>0</b>                   |
| <b>TOTAL REVENUE</b>                | <b>236,036</b>  | <b>1,054,247</b> | <b>272,334</b>             | <b>71,766</b>               | <b>265,204</b>               | <b>163,087</b>             |
| <i>Expenditures</i>                 |                 |                  |                            |                             |                              |                            |
| Expenditures                        | 648,612         | 113,539          | 68,002                     | 33,967                      | 67,089                       | 70,865                     |
| Personnel Services                  | 50,227          | 97,587           | 74,698                     | 40,733                      | 97,301                       | 92,222                     |
| <b>Operating Expenses</b>           | <b>698,839</b>  | <b>211,125</b>   | <b>142,700</b>             | <b>74,699</b>               | <b>164,390</b>               | <b>163,087</b>             |
| <i>Non-Operating Expenses</i>       |                 |                  |                            |                             |                              |                            |
| Capital                             | 0               | 0                | 0                          | 0                           | 0                            | 0                          |
| Debt Service                        | 5,928           | 5,929            | 0                          | 0                           | 0                            | 0                          |
| <b>Total Non-Operating Expenses</b> | <b>5,928</b>    | <b>5,929</b>     | <b>0</b>                   | <b>0</b>                    | <b>0</b>                     | <b>0</b>                   |
| <b>TOTAL EXPENDITURES</b>           | <b>704,767</b>  | <b>217,054</b>   | <b>142,700</b>             | <b>74,699</b>               | <b>164,390</b>               | <b>163,087</b>             |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### *Street Maintenance Fund*

This fund is used to account for restricted revenues and expenditures which are designated by State Statutes for street maintenance. Fiscal Year 2012 adopted expenditures include repair and maintenance of roads, road drainage, street sweeping, signage and safety, re-striping city's streets and miscellaneous improvements. Total fund expenditures are \$ 327,390 . This represents a decrease of \$ (174,603) over the current years' Budget, due to one employee retiring and a 100% reduction on the moving expenses.

### *Street Maintenance Fund Detail*

| ACCOUNT DESCRIPTION                 | FY 09<br>ACTUAL | FY 10<br>ACTUAL | FY 11<br>ADOPTED<br>BUDGET | FY 11<br>6 MONTHS<br>ACTUAL | FY 11<br>PROJECTED<br>ACTUAL | FY 12<br>ADOPTED<br>BUDGET |
|-------------------------------------|-----------------|-----------------|----------------------------|-----------------------------|------------------------------|----------------------------|
| <b>STREET MAINTENANCE FUND</b>      |                 |                 |                            |                             |                              |                            |
| <i>Operating Revenues</i>           |                 |                 |                            |                             |                              |                            |
| Local Option Gas Tax                | 68,995          | 68,995          | 63,820                     | 35,846                      | 71,692                       | 75,079                     |
| Capital Imp Local Opt Gas Tax       | 26,820          | 26,820          | 24,606                     | 13,910                      | 27,819                       | 28,693                     |
| <b>Total Operating Revenues</b>     | <b>95,815</b>   | <b>95,815</b>   | <b>88,426</b>              | <b>49,756</b>               | <b>99,511</b>                | <b>103,772</b>             |
| <i>Non-Operating Revenue</i>        |                 |                 |                            |                             |                              |                            |
| Grants-Cswy Maintenance             | 5,293           | 5,293           | 5,300                      | 2,647                       | 5,300                        | 5,300                      |
| Appropriation of Fund Balance       | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Transfer from General Fund          | 0               | 0               | 356,165                    | 0                           | 356,165                      | 218,318                    |
| Transfer from Storm Water Fund      | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| <b>Total Non-Operating Revenue</b>  | <b>5,293</b>    | <b>5,293</b>    | <b>361,465</b>             | <b>2,647</b>                | <b>361,465</b>               | <b>223,618</b>             |
| <b>TOTAL REVENUE</b>                | <b>101,108</b>  | <b>101,108</b>  | <b>449,891</b>             | <b>52,402</b>               | <b>460,976</b>               | <b>327,390</b>             |
| <i>Expenditures</i>                 |                 |                 |                            |                             |                              |                            |
| Personnel Services                  | 179,352         | 166,350         | 164,993                    | 81,098                      | 130,648                      | 83,040                     |
| Operating Expenses                  | 264,372         | 257,084         | 337,000                    | 211,513                     | 348,765                      | 244,350                    |
| <b>Total Operating Expense</b>      | <b>443,724</b>  | <b>423,434</b>  | <b>501,993</b>             | <b>292,611</b>              | <b>479,412</b>               | <b>327,390</b>             |
| <i>Non-Operating Expenses</i>       |                 |                 |                            |                             |                              |                            |
| Debt Service                        | 8,893           | 8,893           | 0                          | 0                           | 0                            | 0                          |
| <b>Total Non-Operating Expenses</b> | <b>8,893</b>    | <b>8,893</b>    | <b>0</b>                   | <b>0</b>                    | <b>0</b>                     | <b>0</b>                   |
| <b>TOTAL EXPENDITURES</b>           | <b>452,616</b>  | <b>432,327</b>  | <b>501,993</b>             | <b>292,611</b>              | <b>479,412</b>               | <b>327,390</b>             |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### *Transportation Fund*

This fund is used to account for restricted revenues and expenditures associated with a county levied surtax and designated for public transportation purposes. During Fiscal Year 2012 Adopted expenditures include a total amount of \$ 332,465 .

The total amount includes a transfer to Capital Project Fund in the amount of \$ 109,130 for expenses related to the Kennedy Causeway Redevelopment and the amount of \$ 124,260 for Milling Resurfacing and striping improvements in Treasure Island which represents an increase of \$ 1,456 over the current years' budget.

### *Transportation Fund Detail*

| ACCOUNT DESCRIPTION                 | FY 09<br>ACTUAL | FY 10<br>ACTUAL | FY 11<br>ADOPTED<br>BUDGET | FY 11<br>6 MONTHS<br>ACTUAL | FY 11<br>PROJECTED<br>ACTUAL | FY 12<br>ADOPTED<br>BUDGET |
|-------------------------------------|-----------------|-----------------|----------------------------|-----------------------------|------------------------------|----------------------------|
| <b>TRANSPORTATION FUND</b>          |                 |                 |                            |                             |                              |                            |
| <i>Operating Revenues</i>           |                 |                 |                            |                             |                              |                            |
| SurTax Revenue                      | 186,169         | 0               | 200,000                    | 84,952                      | 161,408                      | 200,000                    |
| <b>Total Operating Revenues</b>     | <b>186,169</b>  | <b>0</b>        | <b>200,000</b>             | <b>84,952</b>               | <b>161,408</b>               | <b>200,000</b>             |
| <i>Non-Operating Revenue</i>        |                 |                 |                            |                             |                              |                            |
| Transfer from General Fund          | 0               | 0               | 55,248                     | 0                           | 55,248                       | 55,248                     |
| Appropriation of Fund Balance       | 0               | 0               | 113,511                    | 0                           | 113,511                      | 77,217                     |
| <b>Total Non-Operating Revenues</b> | <b>0</b>        | <b>0</b>        | <b>168,759</b>             | <b>0</b>                    | <b>168,759</b>               | <b>132,465</b>             |
| <b>TOTAL REVENUE</b>                | <b>186,169</b>  | <b>0</b>        | <b>368,759</b>             | <b>84,952</b>               | <b>330,167</b>               | <b>332,465</b>             |
| <i>Expenditures</i>                 |                 |                 |                            |                             |                              |                            |
| Personnel Services                  | 40,937          | 32,762          | 31,990                     | 10,683                      | 30,576                       | 31,990                     |
| Operating Expenses                  | 46,914          | 41,338          | 50,015                     | 16,632                      | 39,703                       | 40,452                     |
| <b>Total Operating Expense</b>      | <b>87,851</b>   | <b>74,101</b>   | <b>82,005</b>              | <b>27,316</b>               | <b>70,279</b>                | <b>72,442</b>              |
| <i>Non-Operating Expenses</i>       |                 |                 |                            |                             |                              |                            |
| Capital Outlay                      | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Capital Projects                    | 368,583         | 369,251         | 51,818                     | 0                           | 51,818                       | 51,818                     |
| Debt Service                        | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Transfer to Capital Project Fund    | 0               | 0               | 0                          | 0                           | 0                            | 109,130                    |
| Fund Balance/Reserves/Net Assets    | 0               | 0               | 0                          | 0                           | 0                            | 99,076                     |
| <b>Total Non-Operating Expenses</b> | <b>368,583</b>  | <b>369,251</b>  | <b>51,818</b>              | <b>0</b>                    | <b>51,818</b>                | <b>160,948</b>             |
| <b>TOTAL TRANSPORTATION FUND</b>    | <b>456,434</b>  | <b>443,352</b>  | <b>133,823</b>             | <b>27,316</b>               | <b>122,097</b>               | <b>332,465</b>             |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### Capital Projects Fund

This fund is established to account for restricted funds anticipated from debt proceeds for the following projects: Intermodal facility and Kennedy Causeway Redevelopment. Expenditures budgeted for Fiscal Year 2012 total \$ 2,631,324 . The Fund balance will decrease by more than 25% due to the completion of various capital projects, which include The Kennedy Causeway Redevelopment, the Circulator System enhancements and park improvements.

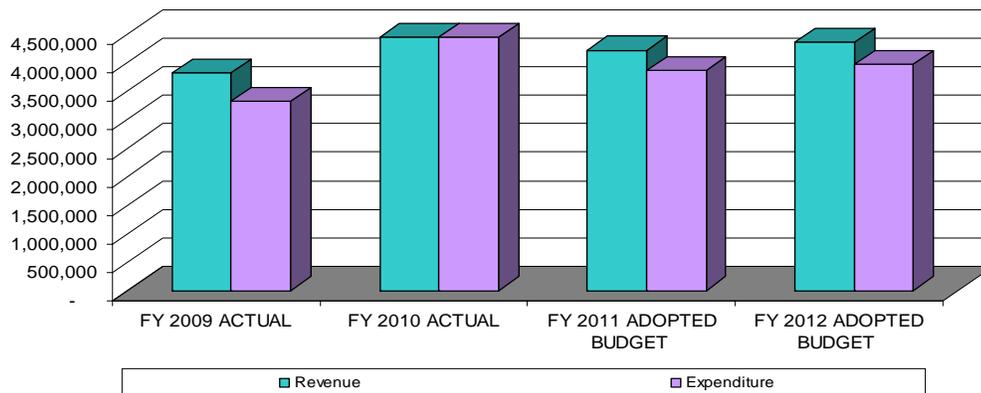
### Enterprise Funds

#### *Utility Funds - Water, Sewer and Sanitation Fund*

This fund is used to account for the revenues and expenditures associated with the provision of water, sewer and sanitation services to the residents of the City. The revenues available for allocation in the 2011 Fiscal Year Adopted Budget are \$ 4,361,526 . This is an increase of \$ 143,181 over current years' budget.

### WATER, SEWER AND SANITATION FUND

COMPARISON OF CURRENT FINANCIAL RESOURCES AND CURRENT EXPENDITURES FISCAL YEARS 2009-2012





# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### Storm Water Fund

This fund is used to account for the revenues and expenditures associated with the provision of storm water services to the residents of the City. The revenues available for allocation in the 2012 Fiscal Year Adopted Budget are \$ 116,000 .

The fund balance will increase by more than 10% due to revenues, as a result of the stormwater rate not changing from the previous fiscal year.

### BUDGET SUMMARY-UTILITIES FUND & STORM WATER EXPENDITURES

| ACTUAL<br>2008-2009 | ACTUAL<br>2009-2010 | ADOPTED<br>BUDGET<br>2010-2011 |                          | ADOPTED<br>BUDGET<br>2011-2012 | % OF TOTAL<br>ADOPTED<br>BUDGET | INCREASE/<br>(DECREASE) |
|---------------------|---------------------|--------------------------------|--------------------------|--------------------------------|---------------------------------|-------------------------|
| 711,409             | 907,829             | 911,733                        | Utilities Administration | 1,316,405                      | 36%                             | 404,672                 |
| 670,693             | 930,576             | 754,094                        | Water                    | 726,560                        | 20%                             | (27,535)                |
| 1,146,719           | 1,565,273           | 1,024,547                      | Sewer                    | 923,104                        | 25%                             | (101,443)               |
| 812,947             | 834,909             | 700,053                        | Sanitation               | 697,000                        | 19%                             | (3,054)                 |
| <b>3,341,768</b>    | <b>4,238,587</b>    | <b>3,390,428</b>               | <b>TOTAL</b>             | <b>3,663,069</b>               | <b>100%</b>                     | <b>272,641</b>          |

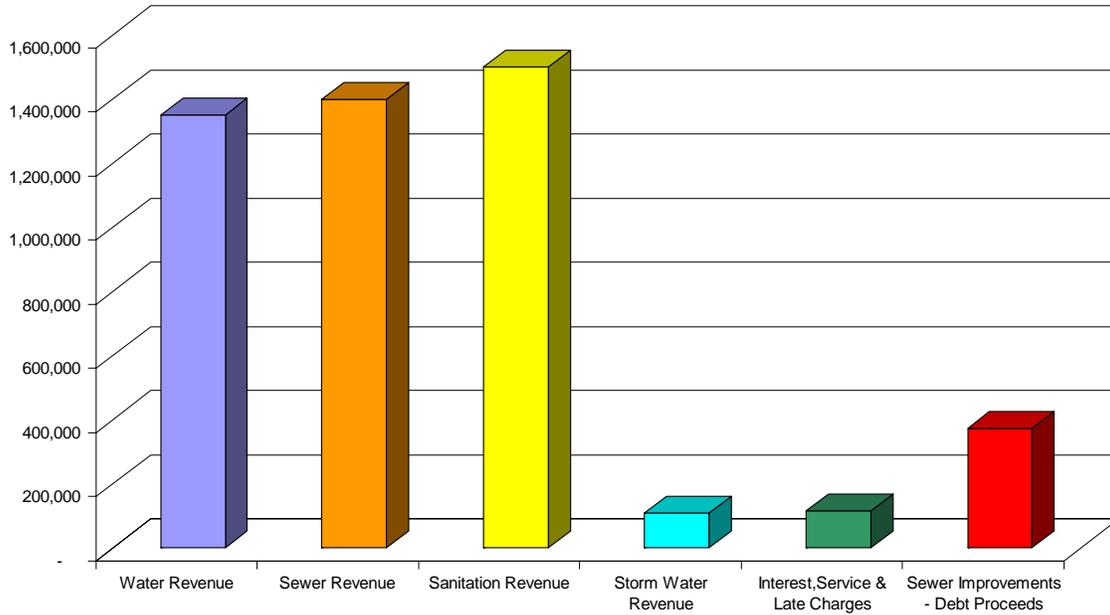
| ACTUAL<br>2008-2009 | ACTUAL<br>2009-2010 | ADOPTED<br>BUDGET<br>2010-2011 |              | ADOPTED<br>BUDGET<br>2011-2012 | % OF TOTAL<br>ADOPTED<br>BUDGET | INCREASE/<br>(DECREASE) |
|---------------------|---------------------|--------------------------------|--------------|--------------------------------|---------------------------------|-------------------------|
| 54,120              | 61,067              | 72,000                         | Storm Water  | 94,300                         | 100%                            | 22,300                  |
| <b>54,120</b>       | <b>61,067</b>       | <b>72,000</b>                  | <b>TOTAL</b> | <b>94,300</b>                  | <b>100%</b>                     | <b>22,300</b>           |



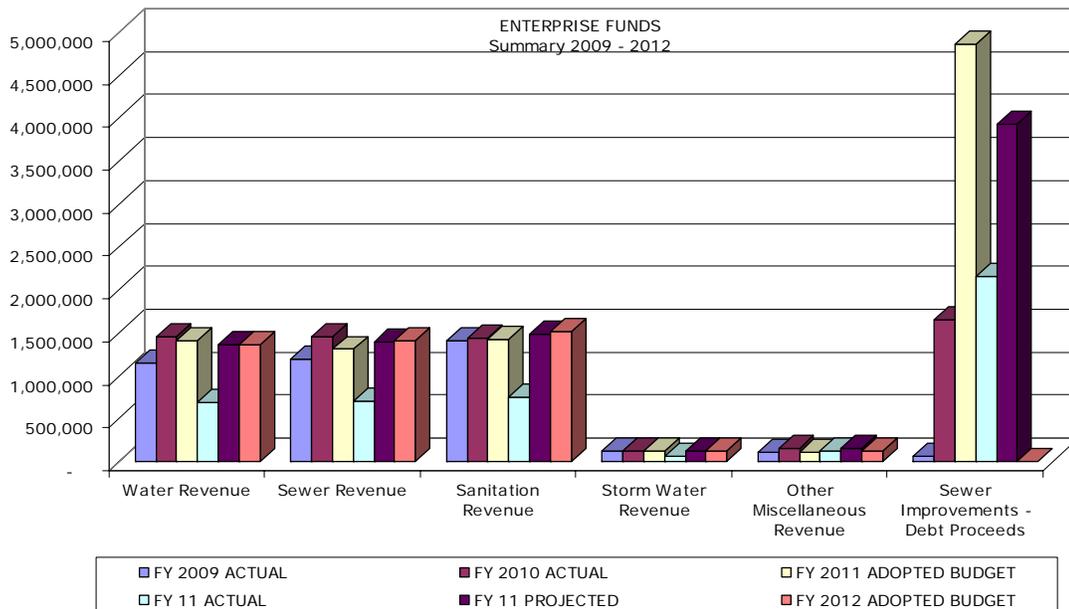
# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### ENTERPRISE FUNDS-REVENUE SUMMARY FY 2012



### ENTERPRISE FUNDS REVENUE-SUMMARY 2009-2012





# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### ENTERPRISE FUNDS REVENUES AND EXPENDITURES DETAIL

|  | FY 09<br>ACTUAL<br>AUDITED | FY 10<br>ACTUAL  | FY 11<br>ADOPTED<br>BUDGET | FY 11<br>6 MONTHS<br>ACTUAL | FY 11<br>PROJECTED<br>ACTUAL | FY 12<br>ADOPTED<br>BUDGET |
|--|----------------------------|------------------|----------------------------|-----------------------------|------------------------------|----------------------------|
| Water Revenue                            | 1,136,225                  | 1,439,068        | 1,400,000                  | 676,280                     | 1,352,560                    | 1,350,000                  |
| Sewer Revenue                            | 1,186,378                  | 1,439,290        | 1,300,000                  | 694,022                     | 1,388,043                    | 1,400,000                  |
| Sanitation Revenue                       | 1,399,623                  | 1,431,495        | 1,415,000                  | 740,263                     | 1,480,526                    | 1,500,000                  |
| Storm Water Revenue                      | 111,214                    | 109,514          | 110,000                    | 54,611                      | 109,222                      | 110,000                    |
| Service & Late Charges                   | 94,926                     | 143,293          | 98,419                     | 117,841                     | 141,409                      | 115,000                    |
| <b>Total Operating Revenue</b>           | <b>3,928,366</b>           | <b>4,562,660</b> | <b>4,323,419</b>           | <b>2,283,016</b>            | <b>4,471,760</b>             | <b>4,475,000</b>           |
| Water Meter Fee                          | 0                          | 0                | 5,000                      | 341                         | 681                          | 1,000                      |
| Interest Earnings                        | 1,150                      | 6                | 3,700                      | 0                           | 0                            | 0                          |
| Other State Grants / Recycling Grant     | 140,400                    | 264,245          | 0                          | 60,902                      | 60,902                       | 339,174                    |
| Other Miscellaneous Revenue              | 873                        | 1,140            | 0                          | 733                         | 1,466                        | 526                        |
| Water Disconnect Fee                     | 1,580                      | 1,160            | 1,200                      | 1,160                       | 2,320                        | 1,000                      |
| Sewer Improvements - Revenue             | 51,667                     | 1,639,591        | 4,848,971                  | 2,149,645                   | 3,925,064                    | 0                          |
| Transfer from General Fund               | 110,000                    | 0                | 0                          | 0                           | 0                            | 0                          |
| Appropriation of Fund Balance-Utilities  | (934,910)                  | (1,413,506)      | (767,410)                  | 0                           | (650,410)                    | (650,410)                  |
| Appropriation of Fund Balance-Stormwater | 226,238                    | 282,285          | 277,741                    | 0                           | 233,936                      | 255,621                    |
| <b>Total Non-Operating Revenue:</b>      | <b>(403,002)</b>           | <b>774,922</b>   | <b>4,369,202</b>           | <b>2,212,780</b>            | <b>3,573,959</b>             | <b>(53,089)</b>            |
| <b>TOTAL ENTERPRISE REVENUE</b>          | <b>3,525,363</b>           | <b>5,337,582</b> | <b>8,692,621</b>           | <b>4,495,796</b>            | <b>8,045,718</b>             | <b>4,421,911</b>           |
| Expenditures                             |                            |                  |                            |                             |                              |                            |
| Utilities Administration                 | 691,102                    | 877,570          | 869,733                    | 381,923                     | 816,246                      | 883,233                    |
| Water Operations                         | 670,693                    | 926,817          | 753,094                    | 324,427                     | 791,735                      | 718,860                    |
| Sewer                                    | 927,417                    | 1,407,591        | 1,024,547                  | 463,529                     | 1,271,129                    | 923,104                    |
| Sanitation                               | 812,245                    | 834,909          | 700,053                    | 363,441                     | 759,802                      | 697,000                    |
| Storm Water                              | 54,120                     | 15,590           | 25,947                     | 7,765                       | 19,861                       | 25,100                     |
| <b>Total Operating Expenses</b>          | <b>3,155,578</b>           | <b>4,062,477</b> | <b>3,373,374</b>           | <b>1,541,085</b>            | <b>3,658,772</b>             | <b>3,247,297</b>           |
| Transfers to General Fund                | 0                          | 0                | 217,264                    | 0                           | 217,264                      | 0                          |
| Debt Principal                           | 0                          | 135,411          | 159,627                    | 41,718                      | 159,627                      | 190,392                    |
| Debt Interest                            | 31,195                     | 28,279           | 24,331                     | 5,804                       | 23,637                       | 23,637                     |
| UT Capital Outlay & other non-oper       | 7,289                      | 237,177          | 89,053                     | 5,677                       | 226,041                      | 510,072                    |
| Capital Improvements- Water              | 5,679                      | 0                | 25,000                     | 0                           | 25,000                       | 25,000                     |
| Capital Improvements- Sewer              | 177,253                    | 2,440,669        | 4,848,971                  | 1,708,427                   | 3,382,533                    | 425,513                    |
| Capital Improvement -Sanitation          | 0                          | 0                | 0                          | 0                           | 0                            | 0                          |
| <b>Total Non- Operating Expense</b>      | <b>221,417</b>             | <b>2,841,536</b> | <b>5,364,246</b>           | <b>1,761,626</b>            | <b>4,034,102</b>             | <b>1,174,614</b>           |
| <b>TOTAL ENTERPRISE EXPENSES</b>         | <b>3,376,994</b>           | <b>6,904,013</b> | <b>8,737,620</b>           | <b>3,302,712</b>            | <b>7,692,874</b>             | <b>4,421,911</b>           |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### Debt Service Fund

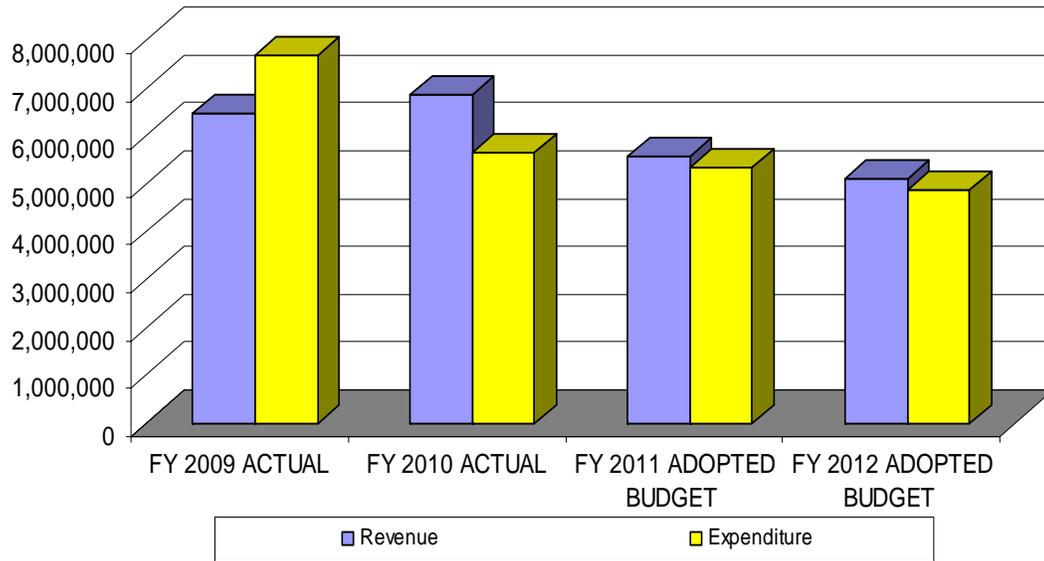
The City of North Bay Village Debt Service Funds are used to account for the accumulation of resources, payments of general obligation bond principal, City's Series 2010 debt interest and Series 2010 Refunding Note Project Fund principal. Ad Valorem taxes in the amount of \$ 756,803 will be levied to fund this year's annual debt service requirement. This represents an increase of \$427,695 over the prior FY 2011 Adopted Budget. A millage rate is calculated and approved by the City Commission based on the amount of General Obligation Debt Outstanding at 9/30/10.



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### GENERAL FUND - COMPARISON OF CURRENT REVENUES AND EXPENDITURES





# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### GENERAL FUND REVENUES & EXPENDITURES

| ACCOUNT DESCRIPTION                     | FY 09<br>ACTUAL  | FY 10<br>ACTUAL  | FY 11<br>ADOPTED<br>BUDGET | FY 11<br>6 MONTHS<br>ACTUAL | FY 11<br>PROJECTED<br>ACTUAL | FY 12<br>ADOPTED<br>BUDGET |
|---|------------------|------------------|----------------------------|-----------------------------|------------------------------|----------------------------|
| Ad Valorem Taxes                        | 4,504,385        | 4,352,905        | 3,139,629                  | 2,299,731                   | 3,097,634                    | 2,926,283                  |
| Sales and Use Taxes                     | 0                | 0                | 0                          | 0                           | 0                            | 0                          |
| Franchise Fees                          | 452,775          | 528,282          | 444,500                    | 93,695                      | 330,471                      | 364,500                    |
| Utility Service Tax                     | 757,788          | 819,349          | 736,602                    | 282,681                     | 682,366                      | 726,449                    |
| Licenses & Permits                      | 64,776           | 60,240           | 70,600                     | 18,570                      | 72,924                       | 72,600                     |
| Intergovernmental Revenue               | 527,052          | 657,490          | 660,047                    | 305,792                     | 665,240                      | 706,748                    |
| General Service                         | 31,878           | 43,934           | 37,160                     | 27,531                      | 55,062                       | 54,400                     |
| Fines & Forfeitures                     | 37,915           | 352,696          | 430,009                    | 235,577                     | 471,155                      | 205,500                    |
| Miscellaneous Revenue                   | 84,788           | 46,545           | 24,000                     | 21,056                      | 42,111                       | 43,700                     |
| <b>Total Operating Revenues</b>         | <b>6,461,357</b> | <b>6,861,441</b> | <b>5,542,547</b>           | <b>3,284,633</b>            | <b>5,416,963</b>             | <b>5,100,180</b>           |
| Non-Operating Revenue:                  |                  |                  |                            |                             |                              |                            |
| Other Source-Refunding Debt Proceeds    | 0                | 0                | 6,325,000                  | 0                           | 6,325,000                    | 0                          |
| Transfer from Utility Fund              | 0                | 0                | 217,264                    | 0                           | 217,264                      | 0                          |
| Appropriation of Fund Balance           | 0                | 0                | 1,944,621                  | 0                           | 1,944,621                    | 2,454,223                  |
| <b>Total Non-Operating Revenues</b>     | <b>0</b>         | <b>0</b>         | <b>8,486,885</b>           | <b>0</b>                    | <b>8,486,885</b>             | <b>2,454,223</b>           |
| <b>TOTAL GENERAL FUND REVENUE</b>       | <b>6,461,357</b> | <b>6,861,441</b> | <b>14,029,432</b>          | <b>3,284,633</b>            | <b>13,903,848</b>            | <b>7,554,403</b>           |
|   |                  |                  |                            |                             |                              |                            |
| City Commission                         | 65,770           | 62,363           | 69,273                     | 36,969                      | 67,765                       | 65,221                     |
| City Manager                            | 329,845          | 190,721          | 114,863                    | 50,625                      | 81,052                       | 161,727                    |
| City Clerk                              | 198,311          | 162,584          | 185,028                    | 76,365                      | 148,825                      | 148,441                    |
| Finance                                 | 160,083          | 96,189           | 127,915                    | 66,074                      | 127,755                      | 124,624                    |
| Legal Services Department               | 254,366          | 393,499          | 200,000                    | 116,538                     | 429,924                      | 300,000                    |
| General Government                      | 2,716,218        | 1,159,268        | 842,446                    | 299,306                     | 736,657                      | 772,710                    |
| Police                                  | 3,802,472        | 3,517,146        | 3,755,337                  | 1,928,125                   | 3,809,729                    | 3,245,500                  |
| Recreation & Human Services Department  | 45,135           | 54,136           | 36,193                     | 22,435                      | 30,666                       | 36,193                     |
| Hurricane Wilma                         | 100,000          | 0                | 0                          | 0                           | 0                            | 0                          |
| <b>Total Operating Expenses</b>         | <b>7,672,200</b> | <b>5,635,907</b> | <b>5,331,055</b>           | <b>2,596,438</b>            | <b>5,432,374</b>             | <b>4,854,416</b>           |
| Non-Operating Expense:                  |                  |                  |                            |                             |                              |                            |
| Debt Service-Payment of Refunded Debt   | 0                | 0                | 6,325,000                  | 0                           | 6,325,000                    | 0                          |
| Transfer to State Forfeiture            | 28,287           | 0                | 0                          | 0                           | 0                            | 0                          |
| Transfer to Parks Improvements          | 95,000           | 0                | 0                          | 0                           | 0                            | 0                          |
| Transfers to After School & Summer Fund | 0                | 0                | 0                          | 0                           | 0                            | 27,445                     |
| Transfers to Street Maintenance         | 0                | 0                | 390,607                    | 0                           | 390,607                      | 218,318                    |
| Transfers to Transportation Fund        | 0                | 0                | 55,248                     | 0                           | 55,248                       | 55,248                     |
| Transfer to Storm Water Fund            | 12               | 0                | 0                          | 0                           | 0                            | 0                          |
| Transfer to Debt Service Fund           | 29,230           | 0                | 0                          | 0                           | 0                            | 0                          |
| Fund Balances/Reserves/Net Assets       | 0                | 0                | 1,925,666                  | 0                           | 1,925,666                    | 2,398,976                  |
| <b>Total Non- Operating Expense</b>     | <b>152,529</b>   | <b>0</b>         | <b>8,696,521</b>           | <b>0</b>                    | <b>8,696,521</b>             | <b>2,699,987</b>           |
| <b>TOTAL GENERAL FUND EXPENDITURES</b>  | <b>7,824,729</b> | <b>5,635,907</b> | <b>14,027,576</b>          | <b>2,596,438</b>            | <b>14,128,895</b>            | <b>7,554,403</b>           |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### GENERAL FUND REVENUES-DETAIL

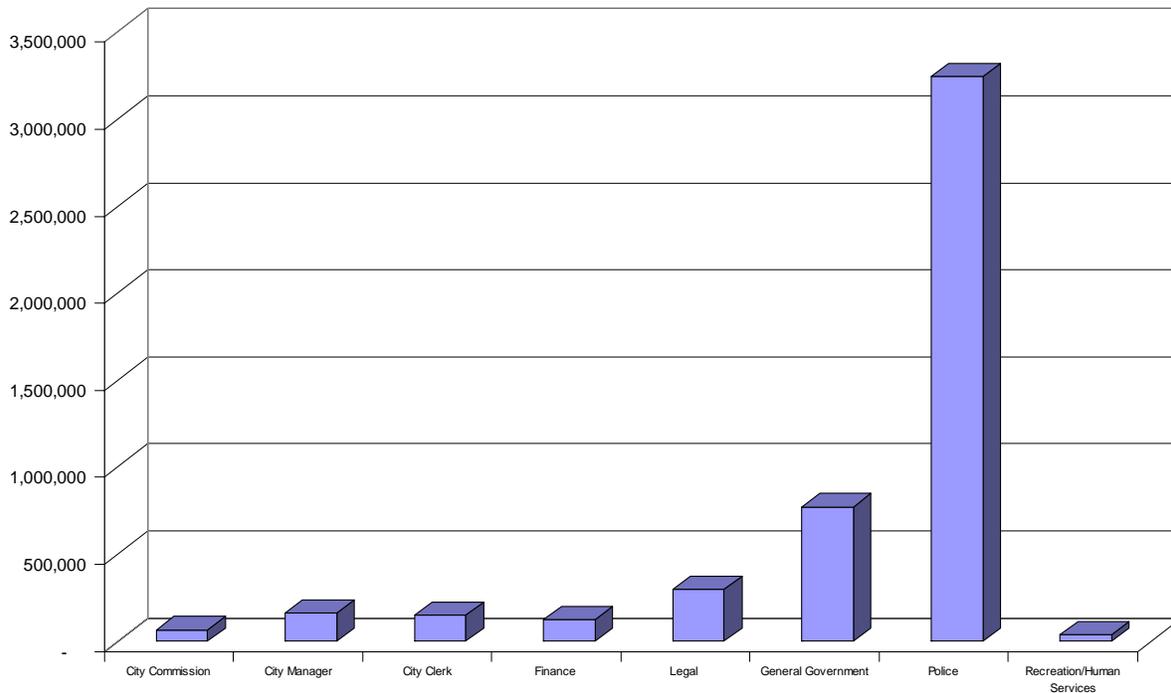
|                                       | FY 09<br>ACTUAL  | FY 10<br>ACTUAL  | FY 11<br>ADOPTED<br>BUDGET | FY 11<br>6 MONTHS<br>ACTUAL | FY 11<br>PROJECTED<br>ACTUAL | FY 12<br>ADOPTED<br>BUDGET |
|---------------------------------------|------------------|------------------|----------------------------|-----------------------------|------------------------------|----------------------------|
| <b>Locally Levied Taxes</b>           |                  |                  |                            |                             |                              |                            |
| <i>Locally Levied Taxes</i>           |                  |                  |                            |                             |                              |                            |
| Ad Valorem Taxes                      | 4,504,385        | 4,352,905        | 3,139,629                  | 2,299,731                   | 3,097,634                    | 2,926,283                  |
| Franchise - Sanitation                | 740              | 1,204            | 1,000                      | 208                         | 417                          | 1,000                      |
| Utility Tax - Electric                | 391,473          | 458,692          | 400,000                    | 155,045                     | 372,108                      | 400,000                    |
| Utility Tax - Gas                     | 18,095           | 18,080           | 20,000                     | 6,552                       | 19,655                       | 20,000                     |
| Communication Service Tax             | 348,219          | 342,577          | 316,602                    | 121,085                     | 290,603                      | 306,449                    |
| Franchise Fee - Electric              | 406,972          | 484,791          | 400,000                    | 78,226                      | 291,982                      | 320,000                    |
| Franchise Fee - Gas                   | 26,564           | 22,247           | 25,000                     | 7,552                       | 22,657                       | 25,000                     |
| Franchise Fee - Solid Waste           | 0                | 0                | 0                          | 0                           | 0                            | 0                          |
| Franchise - US Postal Service         | 18,499           | 20,041           | 18,500                     | 7,708                       | 15,416                       | 18,500                     |
| <b>Sub - Total</b>                    | <b>5,714,947</b> | <b>5,700,536</b> | <b>4,320,731</b>           | <b>2,676,107</b>            | <b>4,110,471</b>             | <b>4,017,232</b>           |
| <i>Licenses &amp; Permits</i>         |                  |                  |                            |                             |                              |                            |
| Local Business Tax                    | 58,116           | 51,559           | 60,000                     | 12,408                      | 60,000                       | 60,000                     |
| Miscellaneous Permits                 | 0                | 0                | 0                          | 0                           | 600                          | 600                        |
| Variance Fees                         | 6,660            | 8,381            | 10,000                     | 6,162                       | 12,324                       | 12,000                     |
| <b>Sub - Total</b>                    | <b>64,776</b>    | <b>60,240</b>    | <b>70,600</b>              | <b>18,570</b>               | <b>72,924</b>                | <b>72,600</b>              |
| <i>Intergovernmental Revenues</i>     |                  |                  |                            |                             |                              |                            |
| Federal Grants                        | 19,005           | 76,022           | 72,000                     | 47,288                      | 72,000                       | 64,373                     |
| State Revenue Sharing                 | 156,941          | 157,273          | 167,020                    | 79,487                      | 158,975                      | 176,179                    |
| Alcoholic Beverage License            | 6,066            | 6,213            | 7,000                      | 24                          | 7,000                        | 7,000                      |
| Local 1/2 Cent Sales Tax              | 331,275          | 404,470          | 406,027                    | 173,200                     | 415,681                      | 449,196                    |
| Business Tax - County                 | 13,765           | 13,513           | 8,000                      | 5,792                       | 11,584                       | 10,000                     |
| <b>Sub - Total</b>                    | <b>527,052</b>   | <b>657,490</b>   | <b>660,047</b>             | <b>305,792</b>              | <b>665,240</b>               | <b>706,748</b>             |
| <i>Charges For Services</i>           |                  |                  |                            |                             |                              |                            |
| Radon Fee                             | 4                | 0                | 0                          | 0                           | 0                            | 0                          |
| Record Research and Review            | 21,682           | 35,159           | 30,000                     | 22,416                      | 44,832                       | 45,000                     |
| Passport Fee                          | 4,468            | 6,575            | 5,000                      | 3,875                       | 7,750                        | 7,000                      |
| Burglar Alarm Revenues                | 120              | 40               | 0                          | 40                          | 80                           | 0                          |
| Advertising / Bus Stop                | 2,160            | 2,160            | 2,160                      | 1,200                       | 2,400                        | 2,400                      |
| Advertising / Newsletter              | 3,445            | 0                | 0                          | 0                           | 0                            | 0                          |
| <b>Sub - Total</b>                    | <b>31,878</b>    | <b>43,934</b>    | <b>37,160</b>              | <b>27,531</b>               | <b>55,062</b>                | <b>54,400</b>              |
| <i>Fines &amp; Forfeitures</i>        |                  |                  |                            |                             |                              |                            |
| Court Fines                           | 35,532           | 33,581           | 30,000                     | 26,167                      | 52,333                       | 55,000                     |
| Police Education                      | 2,382            | 2,909            | 2,000                      | 1,045                       | 2,090                        | 2,000                      |
| Traffic Safety System                 | 0                | 311,864          | 393,009                    | 206,741                     | 413,482                      | 420,000                    |
| Traffic Fines to ATS/STATE            | 0                | 0                | 0                          | 0                           | 0                            | (420,000)                  |
| Code Enforcement Hearing              | 0                | 4,342            | 5,000                      | 1,625                       | 3,250                        | 148,500                    |
| <b>Sub - Total</b>                    | <b>37,915</b>    | <b>352,696</b>   | <b>430,009</b>             | <b>235,577</b>              | <b>471,155</b>               | <b>205,500</b>             |
| <i>Miscellaneous Revenues</i>         |                  |                  |                            |                             |                              |                            |
| Interest Earnings                     | 11,215           | 9,933            | 3,000                      | 5,528                       | 11,055                       | 12,000                     |
| Reimbursement-Insurance Claims        | 3,309            | 8,174            | 0                          | 0                           | 0                            | 0                          |
| Reimbursement-School Crossing Guard   | 9,706            | 1,577            | 0                          | 3,263                       | 6,527                        | 6,500                      |
| Reimbursement-Mileage (take home veh) | 0                | 0                | 0                          | 5,053                       | 10,106                       | 10,000                     |
| Hurricane / Disaster Emergency        | 0                | 7,981            | 0                          | 0                           | 0                            | 0                          |
| Other Miscellaneous Revenue           | 59,533           | 18,330           | 20,000                     | 6,612                       | 13,224                       | 14,000                     |
| Lobbyist Registration Fee             | 1,025            | 550              | 1,000                      | 600                         | 1,200                        | 1,200                      |
| <b>Sub - Total</b>                    | <b>84,788</b>    | <b>46,545</b>    | <b>24,000</b>              | <b>21,056</b>               | <b>42,111</b>                | <b>43,700</b>              |
| <i>Grants &amp; Other Sources</i>     |                  |                  |                            |                             |                              |                            |
| Refunding Bond Proceeds               | 0                | 0                | 6,325,000                  | 6,325,000                   | 6,325,000                    | 0                          |
| <b>Sub - Total</b>                    | <b>0</b>         | <b>0</b>         | <b>6,325,000</b>           | <b>6,325,000</b>            | <b>6,325,000</b>             | <b>0</b>                   |
| <b>TOTAL REVENUE</b>                  | <b>6,461,357</b> | <b>6,861,441</b> | <b>11,867,547</b>          | <b>9,609,633</b>            | <b>11,741,963</b>            | <b>5,100,180</b>           |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### GENERAL FUND EXPENDITURES BY DEPARTMENT



### GENERAL FUND EXPENDITURES BY DEPARTMENT

| ACTUAL<br>2008-2009 | ACTUAL<br>2009-2010 | ADOPTED<br>BUDGET<br>2010-2011 |  | ADOPTED<br>BUDGET<br>2011-2012 | % OF TOTAL<br>ADOPTED<br>BUDGET | INCREASE/<br>(DECREASE) |
|---------------------|---------------------|--------------------------------|--|--------------------------------|---------------------------------|-------------------------|
| 65,770              | 62,363              | 69,273                         | City Commission Department               | 65,221                         | 1.34%                           | (4,052)                 |
| 329,845             | 190,721             | 114,863                        | City Manager Department                  | 161,727                        | 3.33%                           | 46,865                  |
| 198,311             | 162,584             | 185,028                        | City Clerk Department                    | 148,441                        | 3.06%                           | (36,587)                |
| 160,083             | 96,189              | 127,915                        | Finance Department                       | 124,624                        | 2.57%                           | (3,291)                 |
| 254,366             | 393,499             | 200,000                        | Legal Services Department                | 300,000                        | 6.18%                           | 100,000                 |
| 2,716,218           | 1,159,268           | 842,446                        | General Government Department            | 772,710                        | 15.92%                          | (69,736)                |
| 3,802,472           | 3,517,146           | 3,755,337                      | Police Department                        | 3,245,500                      | 66.86%                          | (509,837)               |
| 45,135              | 54,136              | 36,193                         | Recreation and Human Services Department | 36,193                         | 0.75%                           | 0                       |
| 15,000              | 0                   | 0                              | Capital Improvements                     | 0                              | 0.00%                           | 0                       |
| 100,000             | 0                   | 0                              | Hurricane Wilma                          | 0                              | 0.00%                           | 0                       |
| 0                   | 0                   | 0                              | Debt Service-Payment of Refunded Debt    | 0                              | 0.00%                           | 0                       |
| <b>7,687,200</b>    | <b>5,635,907</b>    | <b>5,331,055</b>               | <b>TOTAL</b>                             | <b>4,854,416</b>               | <b>100.00%</b>                  | <b>(476,639)</b>        |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### GENERAL FUND-CITY COMMISSION

#### DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

The City Commission is the Municipal Corporation's legislative body, which acts as the decision-making entity that establishes legislature through ordinances to meet the needs of the residents.

#### PERFORMANCE INDICATORS

Regular City Commission meetings are held the second Tuesday of every month at Treasure Island Elementary School at 7540 East Treasure Drive and at the City Administrative Offices at 1700 Kennedy Causeway, Suite 132, North Bay Village, Florida. City Commission meetings are noted on the City's website. City Commission meetings are also broadcast on North Bay Village TV.

#### DEPARTMENT GOALS

- ✦ *Develop a legislative action plan beneficial to the residents of the City and consistent with the City's master plan.*
- ✦ *To act as a responsible governing body serving in the best interests of the City*

#### DESCRIPTION OF SERVICES AND ACTIVITIES

- ❖ The City Commission consists of five elected officials; Mayor at large, Vice Mayor and three commissioners; one at large and three representatives for each island district, North Bay Island, Treasure Island, Harbor Island.
- ❖ The City Commission represents the citizens of North Bay Village by formulating City legislature.
- ❖ Commission Activities include regular Commission Meetings the second Tuesday of each month and other meetings necessary to Govern the City of North Bay Village.

#### Expenditure Category Summary

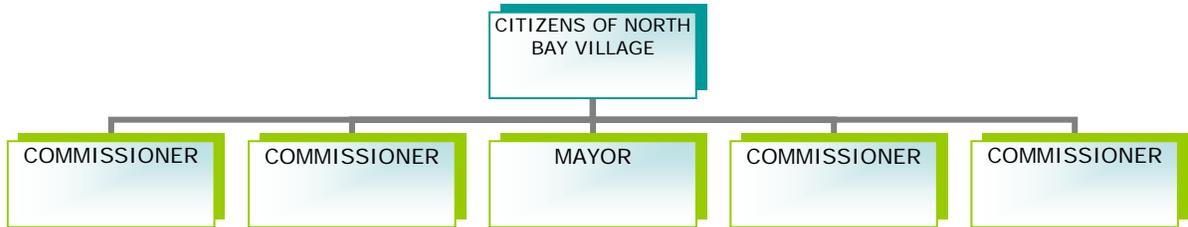
| ACCOUNT DESCRIPTION            | FY 09<br>ACTUAL | FY 10<br>ACTUAL | FY 11<br>ADOPTED<br>BUDGET | FY 11<br>6 MONTHS<br>ACTUAL | FY 11<br>PROJECTED<br>ACTUAL | FY 12<br>ADOPTED<br>BUDGET |
|--------------------------------|-----------------|-----------------|----------------------------|-----------------------------|------------------------------|----------------------------|
| PERSONNEL SERVICES             | 31,708          | 33,830          | 36,573                     | 18,349                      | 36,699                       | 36,573                     |
| MATERIALS, SUPPLIES, SERVICES  | 34,061          | 28,532          | 32,700                     | 18,619                      | 31,066                       | 28,648                     |
| TOTAL OPERATING BUDGET         | 65,770          | 62,363          | 69,273                     | 36,969                      | 67,765                       | 65,221                     |
| 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                          |
| <b>TOTAL DEPARTMENT BUDGET</b> | <b>65,770</b>   | <b>62,363</b>   | <b>69,273</b>              | <b>36,969</b>               | <b>67,765</b>                | <b>65,221</b>              |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### GENERAL FUND-CITY COMMISSION



### Expenditure Category Detail

| ACCOUNT DESCRIPTION                        | FY 09<br>ACTUAL | FY 10<br>ACTUAL | FY 11<br>ADOPTED<br>BUDGET | FY 11<br>6 MONTHS<br>ACTUAL | FY 11<br>PROJECTED<br>ACTUAL | FY 12<br>ADOPTED<br>BUDGET |
|--|-----------------|-----------------|----------------------------|-----------------------------|------------------------------|----------------------------|
| Salaries Commission                        | 29,854          | 31,448          | 33,974                     | 17,046                      | 34,091                       | 33,974                     |
| Fica                                       | 1,855           | 2,382           | 2,599                      | 1,304                       | 2,608                        | 2,599                      |
| Workers' Compensation                      | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| <b>TOTAL PERSONNEL SERVICES</b>            | <b>31,708</b>   | <b>33,830</b>   | <b>36,573</b>              | <b>18,349</b>               | <b>36,699</b>                | <b>36,573</b>              |
| Professional Services                      | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Travel, Conferences & Meetings             | 27,924          | 22,388          | 25,000                     | 15,842                      | 23,512                       | 20,000                     |
| Telephone                                  | 5,373           | 5,894           | 5,700                      | 2,527                       | 5,555                        | 6,648                      |
| Equipment Rental                           | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Special Promotions                         | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Office Supplies                            | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Special Department Supplies                | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Dues, Subscriptions & Memberships          | 765             | 250             | 2,000                      | 250                         | 2,000                        | 2,000                      |
| <b>TOTAL MATERIALS, SUPPLIES, SERVICES</b> | <b>34,061</b>   | <b>28,532</b>   | <b>32,700</b>              | <b>18,619</b>               | <b>31,066</b>                | <b>28,648</b>              |
| <b>TOTAL OPERATING BUDGET</b>              | <b>65,770</b>   | <b>62,363</b>   | <b>69,273</b>              | <b>36,969</b>               | <b>67,765</b>                | <b>65,221</b>              |
| Office Equipment                           | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| <b>TOTAL CAPITAL</b>                       | <b>0</b>        | <b>0</b>        | <b>0</b>                   | <b>0</b>                    | <b>0</b>                     | <b>0</b>                   |
| 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                          |
| <b>TOTAL NON OPERATING BUDGET</b>          | <b>0</b>        | <b>0</b>        | <b>0</b>                   | <b>0</b>                    | <b>0</b>                     | <b>0</b>                   |
| <b>TOTAL DEPARTMENT BUDGET</b>             | <b>65,770</b>   | <b>62,363</b>   | <b>69,273</b>              | <b>36,969</b>               | <b>67,765</b>                | <b>65,221</b>              |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### GENERAL FUND CITY MANAGER

#### DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

The City Manager is the Chief Executive Officer of the City, whose primary responsibility is to carry out directives of the City Commission through the administrative machinery of the City government and to ensure the proper conduct of the City's day to day operations.

#### DEPARTMENT GOALS

- ☀ *Ensure programs, policies and projects are implemented in Master Plan as adopted by the commission.*
- ☀ *Ensure Capital Projects are established and implemented.*
- ☀ *Ensure the FY 2011 Budget and long term plan are adopted and implemented in accordance with the Vision and Master Plan of the City.*
- ☀ *Continue to improve communications with the residents.*
- ☀ *Improve existing website.*
- ☀ *Coordinate the application of funding for Capital Projects.*

#### DESCRIPTION OF SERVICES AND ACTIVITIES

- ❖ The City Manager directs and coordinates the operation of all City departments. The City Manager implements policy guidelines established by the Commission. The City Manager is responsible for making appropriate studies, recommendations, and reports to the City Commission on all matters of interest or concern to the City.
- ❖ The City Manager has the Charter assigned authority to see that all laws and ordinances are enforced, to appoint City Department Directors, and to recommend an annual budget
- ❖ The City 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 City.

### Expenditure Category Summary

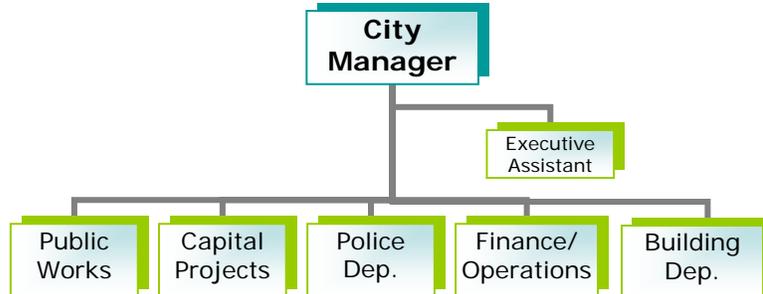
| ACCOUNT DESCRIPTION               | FY 09<br>ACTUAL | FY 10<br>ACTUAL | FY 11<br>ADOPTED | FY 11<br>6 MONTHS | FY 11<br>PROJECTED | FY 12<br>ADOPTED |
|-----------------------------------|-----------------|-----------------|------------------|-------------------|--------------------|------------------|
| PERSONNEL SERVICES                | 318,145         | 183,373         | 106,563          | 48,865            | 71,235             | 153,827          |
| MATERIALS, SUPPLIES, SERVICES     | 11,700          | 7,349           | 8,300            | 1,761             | 9,817              | 7,900            |
| <b>TOTAL OPERATING BUDGET</b>     | <b>329,845</b>  | <b>190,721</b>  | <b>114,863</b>   | <b>50,625</b>     | <b>81,052</b>      | <b>161,727</b>   |
| 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                |
| <b>TOTAL NON-OPERATING BUDGET</b> | <b>0</b>        | <b>0</b>        | <b>0</b>         | <b>0</b>          | <b>0</b>           | <b>0</b>         |
| <b>TOTAL DEPARTMENT BUDGET</b>    | <b>329,845</b>  | <b>190,721</b>  | <b>114,863</b>   | <b>50,625</b>     | <b>81,052</b>      | <b>161,727</b>   |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### GENERAL FUND-CITY MANAGER



### Expenditure Category Detail

| ACCOUNT DESCRIPTION                        | FY 09<br>ACTUAL | FY 10<br>ACTUAL | FY 11<br>ADOPTED<br>BUDGET | FY 11<br>6 MONTHS<br>ACTUAL | FY 11<br>PROJECTED<br>ACTUAL | FY 12<br>ADOPTED<br>BUDGET |
|--|-----------------|-----------------|----------------------------|-----------------------------|------------------------------|----------------------------|
| Regular Salaries                           | 312,981         | 233,125         | 153,369                    | 86,039                      | 118,159                      | 192,233                    |
| Car Allowance                              | 13,594          | 8,610           | 4,550                      | 3,150                       | 3,450                        | 4,800                      |
| Fica                                       | 20,099          | 15,500          | 12,648                     | 3,619                       | 12,626                       | 13,535                     |
| Retirement Contributions                   | 34,277          | 22,786          | 20,475                     | 6,439                       | 6,765                        | 14,778                     |
| Health, Life, Dental                       | 38,238          | 22,401          | 22,981                     | 3,232                       | 4,809                        | 29,791                     |
| Worker's Compensation                      | 957             | 950             | 540                        | 385                         | 426                          | 690                        |
| Cost Allocation                            | (102,000)       | (120,000)       | (108,000)                  | (54,000)                    | (75,000)                     | (102,000)                  |
| <b>TOTAL PERSONNEL SERVICES</b>            | <b>318,145</b>  | <b>183,373</b>  | <b>106,563</b>             | <b>48,865</b>               | <b>71,235</b>                | <b>153,827</b>             |
| Travel, Conferences & Meetings             | 6,014           | 2,667           | 5,000                      | 535                         | 4,145                        | 2,500                      |
| Telephone                                  | 2,273           | 3,874           | 1,800                      | 844                         | 3,010                        | 2,400                      |
| R&M Vehicles                               | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Office Supplies                            | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Gas and Oil                                | 1,084           | 390             | 0                          | 382                         | 1,162                        | 1,500                      |
| Special Department Supplies                | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Dues, Subscriptions & Memberships          | 2,329           | 418             | 1,500                      | 0                           | 1,500                        | 1,500                      |
| Education & Training                       | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| <b>TOTAL MATERIALS, SUPPLIES, SERVICES</b> | <b>11,700</b>   | <b>7,349</b>    | <b>8,300</b>               | <b>1,761</b>                | <b>9,817</b>                 | <b>7,900</b>               |
| <b>TOTAL OPERATING BUDGET</b>              | <b>329,845</b>  | <b>190,721</b>  | <b>218,520</b>             | <b>50,625</b>               | <b>81,052</b>                | <b>161,727</b>             |
| Office Equipment                           | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| <b>TOTAL CAPITAL</b>                       | <b>0</b>        | <b>0</b>        | <b>0</b>                   | <b>0</b>                    | <b>0</b>                     | <b>0</b>                   |
| 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                          |
| <b>TOTAL NON OPERATING BUDGET</b>          | <b>0</b>        | <b>0</b>        | <b>0</b>                   | <b>0</b>                    | <b>0</b>                     | <b>0</b>                   |
| <b>TOTAL DEPARTMENT BUDGET</b>             | <b>329,845</b>  | <b>190,721</b>  | <b>114,863</b>             | <b>50,625</b>               | <b>81,052</b>                | <b>161,727</b>             |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### GENERAL FUND-CITY CLERK

#### DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

The City Clerk's Department serves as a resource center for the residents, commissioners, and other City departments as the premier Records Custodian. Pursuant to the City Charter, the City Clerk gives notice of all Commission Meetings to its members and to the public and keeps Minutes of the Commission's proceedings. In addition, the City Clerk is the keeper of, legislation, lobbyist registration, bid openings, original contracts, and other records relating to the operation of the City. The City Clerk issues Business Tax Receipts, supervises City elections, and performs other assignments as directed by the City Charter, the City Commission, or by the City Manager.

#### DEPARTMENT GOALS

- ✿ *To continue to establish and coordinate the City's records management program in compliance with the requirements of State and local laws.*
- ✿ *Prepare and distribute recaps of City Commission Meetings on the website.*
- ✿ *Coordinate with staff for implementation of an electronic Business Tax Receipt program.*
- ✿ *Update City's Code of Ordinance.*

#### DESCRIPTION OF SERVICES AND ACTIVITIES

- ❖ The City Clerk prepares the City Commission agendas, advertise public hearings, post notices, attend and take minutes of all Commission Meetings, administer follow-up of Commission action items and write Resolutions, Ordinances and Proclamations as necessary.
- ❖ Receive and respond to public records requests and inquiries and post legal notices. Prepares posts and distributes monthly calendars. Codifies all ordinances, register lobbyists and ensure compliance with City regulations.
- ❖ Liaison to Board/Committees relative to memberships advertises vacancies and administers financial disclosure forms. Prepares and distributes agendas for the Planning & Zoning Board Meetings.
- ❖ Scan long-term records, research records upon request, coordinate records disposition destruction with Shred-it recycling in accordance with State law. Maintain all original City documents (ordinances, resolutions, agreements, etc.).

| Performance Measures/Indicators | FY 2010 Actual | FY 2011 Actual | FY 2012 Estimated |
|---------------------------------|----------------|----------------|-------------------|
| Number of Business Taxes        | 272            | 354            | 460               |

#### Expenditure Category Summary

| ACCOUNT DESCRIPTION            | FY 09 ACTUAL   | FY 10 ACTUAL   | FY 11 ADOPTED BUDGET | FY 11 6 MONTHS ACTUAL | FY 11 PROJECTED ACTUAL | FY 12 ADOPTED BUDGET |
|--------------------------------|----------------|----------------|----------------------|-----------------------|------------------------|----------------------|
| PERSONNEL SERVICES             | 163,100        | 132,500        | 150,636              | 76,365                | 148,825                | 108,516              |
| MATERIALS, SUPPLIES, SERVICES  | 35,211         | 30,084         | 34,392               | 0                     | 0                      | 39,925               |
| TOTAL OPERATING BUDGET         | 198,311        | 162,584        | 185,028              | 76,365                | 148,825                | 148,441              |
| TOTAL NON-OPERATING BUDGET     | 0              | 0              | 0                    | 0                     | 0                      | 0                    |
| <b>TOTAL DEPARTMENT BUDGET</b> | <b>198,311</b> | <b>162,584</b> | <b>185,028</b>       | <b>76,365</b>         | <b>148,825</b>         | <b>148,441</b>       |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### GENERAL FUND-CITY CLERK



### Expenditure Category Detail

| ACCOUNT DESCRIPTION                    | FY 09<br>ACTUAL | FY 10<br>ACTUAL | FY 11<br>ADOPTED<br>BUDGET | FY 11<br>6 MONTHS<br>ACTUAL | FY 11<br>PROJECTED<br>ACTUAL | FY 12<br>ADOPTED<br>BUDGET |
|--|-----------------|-----------------|----------------------------|-----------------------------|------------------------------|----------------------------|
| Regular Salaries                       | 191,273         | 188,106         | 198,081                    | 100,338                     | 200,676                      | 148,761                    |
| Car Allowance                          | 2,713           | 2,555           | 1,350                      | 675                         | 1,350                        | 3,600                      |
| Fica Tax                               | 14,043          | 14,233          | 15,257                     | 7,609                       | 15,218                       | 11,656                     |
| Retirement Contributions               | 21,006          | 22,137          | 24,595                     | 12,357                      | 21,140                       | 11,655                     |
| Health, Life, Dental                   | 37,276          | 24,575          | 30,647                     | 14,889                      | 29,777                       | 22,316                     |
| Workers' Compensation                  | 791             | 894             | 706                        | 498                         | 664                          | 529                        |
| Cost Allocation                        | (104,000)       | (120,000)       | (120,000)                  | (60,000)                    | (120,000)                    | (90,000)                   |
| <b>TOTAL PERSONNEL SERVICES</b>        | <b>163,100</b>  | <b>132,500</b>  | <b>150,636</b>             | <b>76,365</b>               | <b>148,825</b>               | <b>108,516</b>             |
| Contractual Services - General         | 1,760           | 0               | 0                          | 0                           | 0                            | 0                          |
| Travel, Conferences & Meeting          | 1,913           | 1,404           | 942                        | 0                           | 0                            | 825                        |
| Telephone                              | 2,102           | 905             | 1,200                      | 0                           | 0                            | 600                        |
| R&M Office Equipment                   | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Advertising                            | 17,288          | 23,290          | 20,000                     | 0                           | 0                            | 18,000                     |
| Ordinance Codification                 | 5,496           | 3,515           | 6,000                      | 0                           | 0                            | 5,000                      |
| Election Expense                       | 4,690           | 0               | 5,000                      | 0                           | 0                            | 15,000                     |
| Office Supplies                        | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Gas & Oil                              | 787             | 525             | 250                        | 0                           | 0                            | 0                          |
| Special Department Supplies            | 119             | 0               | 0                          | 0                           | 0                            | 0                          |
| Dues, Subscriptions & Memberships      | 770             | 445             | 700                        | 0                           | 0                            | 500                        |
| Education & Training                   | 286             | 0               | 300                        | 0                           | 0                            | 0                          |
| <b>TOTAL MATERIALS, SUPPLIES, SVCS</b> | <b>35,211</b>   | <b>30,084</b>   | <b>34,392</b>              | <b>0</b>                    | <b>0</b>                     | <b>39,925</b>              |
| <b>TOTAL OPERATING BUDGET</b>          | <b>198,311</b>  | <b>162,584</b>  | <b>185,028</b>             | <b>76,365</b>               | <b>148,825</b>               | <b>148,441</b>             |
| 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                          |
| <b>TOTAL DEPARTMENT BUDGET</b>         | <b>198,311</b>  | <b>162,584</b>  | <b>185,028</b>             | <b>76,365</b>               | <b>148,825</b>               | <b>148,441</b>             |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### 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 City 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

- ✱ *Implement new financial system and Geographic Information System.*
- ✱ *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.*
- ✱ *Maintain accurate and up to date records.*
- ✱ *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 City, as well as, manages City 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 City 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 City's current computer system.
- ❖ All checks, bills and financial statements are generated by the Finance Department.

| Performance Measures/Indicators                                | FY 2010 Actual | FY 2011 Actual | FY 2012 Estimated |
|--|----------------|----------------|-------------------|
| Number of Years awarded the Distinguished Budget Award by GFOA | 1              | 2              | 3                 |
| Accounts Receivable Balance of Active Utility Accounts         | \$78,746       | \$10,408       | <\$20,000         |

#### Expenditure Category Summary

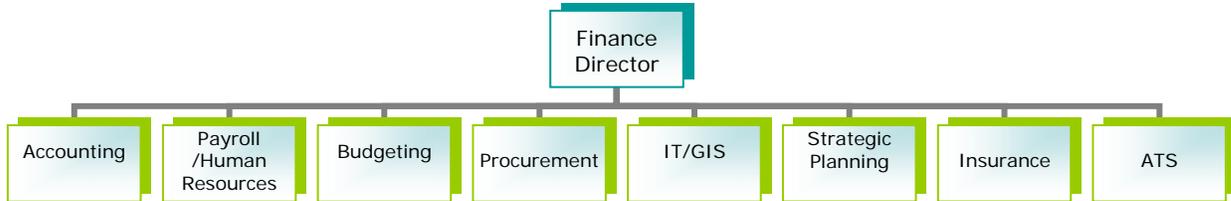
| ACCOUNT DESCRIPTION               | FY 09 ACTUAL   | FY 10 ACTUAL  | FY 11 ADOPTED BUDGET | FY 11 6 MONTHS ACTUAL | FY 11 PROJECTED ACTUAL | FY 12 ADOPTED BUDGET |
|-----------------------------------|----------------|---------------|----------------------|-----------------------|------------------------|----------------------|
| PERSONNEL SERVICES                | 145,112        | 91,977        | 123,525              | 64,577                | 124,596                | 119,374              |
| MATERIALS, SUPPLIES, SERVICES     | 14,970         | 4,212         | 4,390                | 1,497                 | 3,159                  | 5,250                |
| <b>TOTAL OPERATING BUDGET</b>     | <b>160,083</b> | <b>96,189</b> | <b>127,915</b>       | <b>66,074</b>         | <b>127,755</b>         | <b>124,624</b>       |
| 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                    |
| <b>TOTAL NON-OPERATING BUDGET</b> | <b>0</b>       | <b>0</b>      | <b>0</b>             | <b>0</b>              | <b>0</b>               | <b>0</b>             |
| <b>TOTAL DEPARTMENT BUDGET</b>    | <b>160,083</b> | <b>96,189</b> | <b>127,915</b>       | <b>66,074</b>         | <b>127,755</b>         | <b>124,624</b>       |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### GENERAL FUND-FINANCE DEPARTMENT



### Expenditure Category Detail

| ACCOUNT DESCRIPTION                        | FY 09<br>ACTUAL | FY 10<br>ACTUAL | FY 11<br>ADOPTED<br>BUDGET | FY 11<br>6 MONTHS<br>ACTUAL | FY 11<br>PROJECTED<br>ACTUAL | FY 12<br>ADOPTED<br>BUDGET |
|--|-----------------|-----------------|----------------------------|-----------------------------|------------------------------|----------------------------|
| Regular Salaries                           | 198,217         | 181,076         | 203,180                    | 104,822                     | 209,645                      | 200,869                    |
| Car Allowance                              | 5,234           | 4,826           | 2,550                      | 1,275                       | 2,550                        | 4,800                      |
| Fica Tax                                   | 14,459          | 13,108          | 15,738                     | 7,495                       | 14,990                       | 15,734                     |
| Retirement Contributions                   | 19,639          | 20,868          | 25,008                     | 12,841                      | 21,499                       | 13,608                     |
| Life, Health, Dental Insurance             | 48,796          | 51,037          | 50,250                     | 24,581                      | 49,161                       | 51,573                     |
| Workers' Compensation                      | 767             | 1,062           | 799                        | 564                         | 751                          | 790                        |
| Cost Allocation                            | (142,000)       | (180,000)       | (174,000)                  | (87,000)                    | (174,000)                    | (168,000)                  |
| <b>TOTAL PERSONNEL SERVICES</b>            | <b>145,112</b>  | <b>91,977</b>   | <b>123,525</b>             | <b>64,577</b>               | <b>124,596</b>               | <b>119,374</b>             |
| Accounting & Audit                         | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Professional Svc.                          | 10,700          | 0               | 0                          | 0                           | 0                            | 0                          |
| Travel, Conferences & Meeting              | 1,042           | 1,464           | 960                        | 312                         | 624                          | 880                        |
| Telephone                                  | 1,651           | 1,205           | 1,260                      | 601                         | 1,201                        | 1,260                      |
| R&M Office Equipment                       | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Office Supplies                            | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Gas & Oil                                  | 973             | 1,120           | 1,320                      | 414                         | 994                          | 1,200                      |
| Special Department Supplies                | 139             | 2               | 300                        | 0                           | 0                            | 300                        |
| Dues, Subscriptions & Memberships          | 465             | 420             | 550                        | 170                         | 340                          | 610                        |
| Education & Training                       | 0               | 0               | 0                          | 0                           | 0                            | 1,000                      |
| <b>TOTAL MATERIALS, SUPPLIES, SERVICES</b> | <b>14,970</b>   | <b>4,212</b>    | <b>4,390</b>               | <b>1,497</b>                | <b>3,159</b>                 | <b>5,250</b>               |
| <b>TOTAL OPERATING BUDGET</b>              | <b>160,083</b>  | <b>96,189</b>   | <b>127,915</b>             | <b>66,074</b>               | <b>127,755</b>               | <b>124,624</b>             |
| Office Equipment                           | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| <b>TOTAL CAPITAL</b>                       | <b>0</b>        | <b>0</b>        | <b>0</b>                   | <b>0</b>                    | <b>0</b>                     | <b>0</b>                   |
| GRANTS & AIDS                              | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| OTHER NON-OPERATING EXPENSES               | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| <b>TOTAL DEPARTMENT BUDGET</b>             | <b>160,083</b>  | <b>96,189</b>   | <b>127,915</b>             | <b>66,074</b>               | <b>127,755</b>               | <b>124,624</b>             |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### 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 litigation cost.

#### DESCRIPTION OF SERVICES AND ACTIVITIES

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

#### DEPARTMENT GOALS

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

#### Expenditure Category Summary

| ACCOUNT DESCRIPTION            | FY 09<br>ACTUAL | FY 10<br>ACTUAL | FY 11<br>ADOPTED<br>BUDGET | FY 11<br>6 MONTHS<br>ACTUAL | FY 11<br>PROJECTED<br>ACTUAL | FY 12<br>ADOPTED<br>BUDGET |
|--------------------------------|-----------------|-----------------|----------------------------|-----------------------------|------------------------------|----------------------------|
| MATERIALS, SUPPLIES, SERVICES  | 254,366         | 393,499         | 200,000                    | 116,538                     | 429,924                      | 300,000                    |
| TOTAL OPERATING BUDGET         | 254,366         | 393,499         | 200,000                    | 116,538                     | 429,924                      | 300,000                    |
| TOTAL NON-OPERATING BUDGET     | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| <b>TOTAL DEPARTMENT BUDGET</b> | <b>254,366</b>  | <b>393,499</b>  | <b>200,000</b>             | <b>116,538</b>              | <b>429,924</b>               | <b>300,000</b>             |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### GENERAL FUND-LEGAL DEPARTMENT

#### Expenditure Category Detail

| ACCOUNT DESCRIPTION                        | FY 09<br>ACTUAL | FY 10<br>ACTUAL | FY 11<br>ADOPTED<br>BUDGET | FY 11<br>6 MONTHS<br>ACTUAL | FY 11<br>PROJECTED<br>ACTUAL | FY 12<br>ADOPTED<br>BUDGET |
|--|-----------------|-----------------|----------------------------|-----------------------------|------------------------------|----------------------------|
| General                                    | 69,600          | 103,629         | 72,000                     | 46,394                      | 279,857                      | 150,000                    |
| Other Legal Services                       | 184,766         | 289,789         | 128,000                    | 70,144                      | 150,068                      | 150,000                    |
| Travel, Conferences & Meetings             | 0               | 80              | 0                          | 0                           | 0                            | 0                          |
| Dues, Subscriptions & Memberships          | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| <b>TOTAL MATERIALS, SUPPLIES, SERVICES</b> | <b>254,366</b>  | <b>393,499</b>  | <b>200,000</b>             | <b>116,538</b>              | <b>429,924</b>               | <b>300,000</b>             |
| <b>TOTAL OPERATING BUDGET</b>              | <b>254,366</b>  | <b>393,499</b>  | <b>200,000</b>             | <b>116,538</b>              | <b>429,924</b>               | <b>300,000</b>             |
| <b>TOTAL NON OPERATING BUDGET</b>          | <b>0</b>        | <b>0</b>        | <b>0</b>                   | <b>0</b>                    | <b>0</b>                     | <b>0</b>                   |
| <b>TOTAL DEPARTMENT BUDGET</b>             | <b>254,366</b>  | <b>393,499</b>  | <b>200,000</b>             | <b>116,538</b>              | <b>429,924</b>               | <b>300,000</b>             |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### GENERAL FUND-GENERAL GOVERNMENT

#### DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

This Department is responsible for managing the City Post Office and all services that are non-departmental related. The City's general contingency and Hurricane / Disaster Emergency are contained in this budget.

#### DEPARTMENT GOALS

- ✿ *Expand Community Wide Code Enforcement.*
- ✿ *Improve the availability and operation of public services and facilities.*
- ✿ *Promote saving City's funds and our natural resources by establishing an electronic version of the newsletter.*

#### DESCRIPTION OF SERVICES AND ACTIVITIES

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

#### Expenditure Category Summary

| ACCOUNT DESCRIPTION            | FY 09<br>ACTUAL  | FY 10<br>ACTUAL  | FY 11<br>ADOPTED<br>BUDGET | FY 11<br>6 MONTHS<br>ACTUAL | FY 11<br>PROJECTED<br>ACTUAL | FY 12<br>ADOPTED<br>BUDGET |
|--------------------------------|------------------|------------------|----------------------------|-----------------------------|------------------------------|----------------------------|
| PERSONNEL SERVICES             | 73,934           | 5,692            | 99,484                     | 40,896                      | 83,817                       | 104,035                    |
| MATERIALS, SUPPLIES, SERVICES  | 642,970          | 696,219          | 697,462                    | 257,671                     | 651,363                      | 618,675                    |
| TOTAL OPERATING BUDGET         | 716,904          | 701,911          | 796,946                    | 298,567                     | 735,179                      | 722,710                    |
| CAPITAL                        | 2,023            | 553              | 45,500                     | 739                         | 1,478                        | 50,000                     |
| DEBT SERVICE                   | 0                | 0                | 0                          | 0                           | 0                            | 0                          |
| GRANTS & AIDS                  | 0                | 0                | 0                          | 0                           | 0                            | 0                          |
| OTHER NON-OPERATING EXPENSES   | 1,997,291        | 456,804          | 0                          | 0                           | 0                            | 0                          |
| TOTAL NON-OPERATING BUDGET     | 1,999,314        | 457,358          | 45,500                     | 739                         | 1,478                        | 50,000                     |
| <b>TOTAL DEPARTMENT BUDGET</b> | <b>2,716,218</b> | <b>1,159,268</b> | <b>842,446</b>             | <b>299,306</b>              | <b>736,657</b>               | <b>772,710</b>             |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### GENERAL FUND-GENERAL GOVERNMENT

#### Expenditure Category Detail

| ACCOUNT DESCRIPTION                        | FY 09<br>ACTUAL  | FY 10<br>ACTUAL  | FY 11<br>ADOPTED<br>BUDGET | FY 11<br>6 MONTHS<br>ACTUAL | FY 11<br>PROJECTED<br>ACTUAL | FY 12<br>ADOPTED<br>BUDGET |
|--|------------------|------------------|----------------------------|-----------------------------|------------------------------|----------------------------|
| Regular Salaries                           | 159,613          | 125,417          | 156,258                    | 70,058                      | 140,115                      | 159,320                    |
| Overtime                                   | 0                | 0                | 0                          | 0                           | 0                            | 0                          |
| FICA                                       | 11,768           | 9,532            | 11,954                     | 5,265                       | 10,529                       | 11,821                     |
| Retirement Contributions                   | 9,999            | 1,255            | 9,543                      | 1,800                       | 3,576                        | 4,628                      |
| Life, Health & Dental Insurance            | 12,335           | 2,541            | 9,214                      | 2,895                       | 5,790                        | 9,756                      |
| Workers' Compensation                      | 2,261            | 3,433            | 2,416                      | 2,855                       | 3,806                        | 2,410                      |
| Unemployment Compensation                  | 5,943            | 5,515            | 10,000                     | 3,025                       | 10,000                       | 10,000                     |
| Cost Allocation                            | (129,000)        | (142,000)        | (99,900)                   | (45,000)                    | (90,000)                     | (93,900)                   |
| <b>TOTAL PERSONNEL SERVICES</b>            | <b>73,934</b>    | <b>5,692</b>     | <b>99,484</b>              | <b>40,896</b>               | <b>83,817</b>                | <b>104,035</b>             |
| Engineering & Planning                     | 0                | 0                | 0                          | 0                           | 0                            | 0                          |
| Bank fees                                  | 6,801            | 7,932            | 1,000                      | 2,668                       | 5,336                        | 7,200                      |
| Accounting & Auditing                      | 14,625           | 20,875           | 20,500                     | 0                           | 20,500                       | 28,000                     |
| Professional Services                      | 176,989          | 186,903          | 125,000                    | 61,522                      | 123,045                      | 137,000                    |
| Contract Services-Alarm System             | 630              | 480              | 480                        | 200                         | 400                          | 0                          |
| Contract Services/Data Processing          | 20,957           | 22,302           | 45,950                     | 14,803                      | 45,950                       | 33,100                     |
| Contractual Service Medical                | 0                | 215              | 500                        | 275                         | 550                          | 500                        |
| Travel, Conferences & Meetings             | 124              | 402              | 0                          | 0                           | 0                            | 1,000                      |
| Telephone                                  | 11,651           | 7,128            | 8,100                      | 4,579                       | 9,158                        | 10,000                     |
| Postage                                    | 17,970           | 14,533           | 15,000                     | 3,551                       | 7,102                        | 10,000                     |
| Electric, Water, Sewer, & Garbage          | (376)            | 1,479            | 9,000                      | (800)                       | 5,879                        | 9,000                      |
| Equipment Rental                           | 9,495            | 9,800            | 11,013                     | 3,331                       | 6,662                        | 10,000                     |
| Building Lease                             | 149,458          | 151,892          | 162,000                    | 85,884                      | 171,769                      | 175,869                    |
| General Insurance                          | 108,732          | 152,179          | 110,106                    | 52,258                      | 92,393                       | 89,925                     |
| R & M Equipment                            | 2,949            | 6,705            | 8,141                      | 1,339                       | 8,500                        | 8,082                      |
| Promotions - Public Relations              | 33,534           | 21,356           | 4,679                      | 8,494                       | 16,987                       | 4,879                      |
| Promotions - Newsletter                    | 33,943           | 13,125           | 23,000                     | 2,395                       | 4,790                        | 22,000                     |
| Special Promotions                         | 5,328            | 24,889           | 25,000                     | 500                         | 25,000                       | 20,127                     |
| Animal Control                             | 600              | 590              | 600                        | 110                         | 220                          | 600                        |
| Bond Referendum Expense                    | 0                | 0                | 0                          | 0                           | 0                            | 0                          |
| Office Supplies                            | 18,326           | 19,447           | 22,000                     | 4,709                       | 9,418                        | 20,000                     |
| Copy Machine Supplies                      | 0                | 0                | 2,200                      | 71                          | 142                          | 2,200                      |
| Gas & Oil                                  | 1,035            | 236              | 1,200                      | 231                         | 461                          | 1,200                      |
| Special Departmental Supplies              | 25,880           | 26,424           | 24,125                     | 9,396                       | 18,791                       | 24,125                     |
| Dues, Subscriptions & Memberships          | 4,069            | 3,814            | 3,868                      | 1,736                       | 3,473                        | 3,868                      |
| Education & Training                       | 0                | 3,510            | 0                          | 419                         | 838                          | 0                          |
| Hurricane Disaster Emergency               | 139              | 0                | 74,000                     | 0                           | 74,000                       | 0                          |
| Miscellaneous                              | 109              | 0                | 0                          | 0                           | 0                            | 0                          |
| Contingency                                | 0                | 0                | 0                          | 0                           | 0                            | 0                          |
| <b>TOTAL MATERIALS, SUPPLIES, SERVICES</b> | <b>642,970</b>   | <b>696,219</b>   | <b>697,462</b>             | <b>257,671</b>              | <b>651,363</b>               | <b>618,675</b>             |
| <b>TOTAL OPERATING BUDGET</b>              | <b>716,904</b>   | <b>701,911</b>   | <b>796,946</b>             | <b>298,567</b>              | <b>735,179</b>               | <b>722,710</b>             |
| RESERVES                                   | 0                | 0                | 0                          | 0                           | 0                            | 0                          |
| Buildings                                  | 0                | 0                | 0                          | 0                           | 0                            | 0                          |
| Office Equipment                           | 2,023            | 553              | 45,500                     | 739                         | 1,478                        | 50,000                     |
| Machinery and Equipment                    | 0                | 0                | 0                          | 0                           | 0                            | 0                          |
| Audio and video Communications             | 0                | 0                | 0                          | 0                           | 0                            | 0                          |
| <b>TOTAL CAPITAL</b>                       | <b>2,023</b>     | <b>553</b>       | <b>45,500</b>              | <b>739</b>                  | <b>1,478</b>                 | <b>50,000</b>              |
| <b>TOTAL DEBT SERVICE</b>                  | <b>0</b>         | <b>0</b>         | <b>0</b>                   | <b>0</b>                    | <b>0</b>                     | <b>0</b>                   |
| <b>TOTAL GRANTS &amp; AIDS</b>             | <b>0</b>         | <b>0</b>         | <b>0</b>                   | <b>0</b>                    | <b>0</b>                     | <b>0</b>                   |
| Transfer to State Forfeiture               | 28,287           | 0                | 0                          | 0                           | 0                            | 0                          |
| Transfer to Building Fund                  | 900,547          | 75,987           | 0                          | 0                           | 0                            | 0                          |
| Transfer to Street Maintenance             | 887,330          | 325,569          | 0                          | 0                           | 0                            | 0                          |
| Transfer to Transportation                 | 55,248           | 55,248           | 0                          | 0                           | 0                            | 0                          |
| Transfer to Utility Fund                   | 110,000          | 0                | 0                          | 0                           | 0                            | 0                          |
| Transfer to Debt Service Fund              | 15,879           | 0                | 0                          | 0                           | 0                            | 0                          |
| Transfer to Parks Improvements Fund        | 0                | 0                | 0                          | 0                           | 0                            | 0                          |
| Transfer to Storm Water Fund               | 0                | 0                | 0                          | 0                           | 0                            | 0                          |
| <b>TOTAL NON-OPERATING EXPENSES</b>        | <b>1,997,291</b> | <b>456,804</b>   | <b>0</b>                   | <b>0</b>                    | <b>0</b>                     | <b>0</b>                   |
| <b>TOTAL DEPARTMENT BUDGET</b>             | <b>2,716,218</b> | <b>1,159,268</b> | <b>842,446</b>             | <b>299,306</b>              | <b>736,657</b>               | <b>772,710</b>             |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### GENERAL FUND-POLICE DEPARTMENT

#### DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

The Police Department is the division of City government entrusted with protection of life and property. The Police Department is dedicated to community oriented policing. Specialized patrol units facilitate closer contact with the citizenry.

#### PERFORMANCE INDICATORS

The Department is involved with various training programs to ensure that our staff is well-equipped with the skills necessary to keep our citizens safe. Also, the police partake in community outreach programs, such as D.A.R.E

#### DESCRIPTION OF SERVICES AND ACTIVITIES

- ❖ The Police Department has the responsibility to provide efficient and effective police services. This includes uniform patrol with a community focus.
- ❖ The Department develops strategic and tactical plans, providing staffing for special events and natural disasters. City codes are strictly enforced along with County, State and Federal laws. Emphasis is placed upon the "Community Policing" concept, with high visibility patrol.

| Performance Measures/Indicators   | FY 2010 Actual | FY 2011 Actual | FY 2012 Estimated |
|---|----------------|----------------|-------------------|
| Increase number of citations & warnings issued for traffic stops by 10% | 886            | 1,331          | 1,464             |
| Priority response call (minutes)  | NA             | 3.19           | 3                 |
| Routine response call (minutes)   | NA             | 6.07           | 5                 |

#### DEPARTMENT GOALS

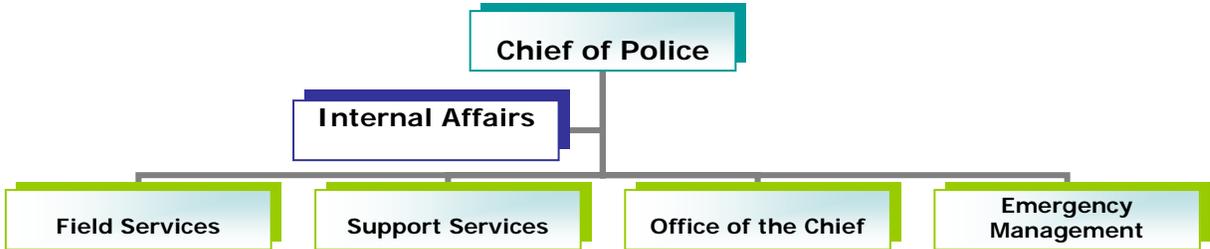
- ✱ *Develop community policing into a department-wide philosophy.*
- ✱ *Develop comprehensive training programs for employees.*
- ✱ *Increase Traffic Enforcement and Public Safety by the implementation of Intersection Traffic Safety Cameras (Automated Traffic System).*
- ✱ *Open avenues of communications between employees and the public.*
- ✱ *Initiate a more effective work schedule for patrol services.*
- ✱ *Implement performance measurement system to monitor the speed at which they respond to calls.*



# CITY OF NORTH BAY VILLAGE

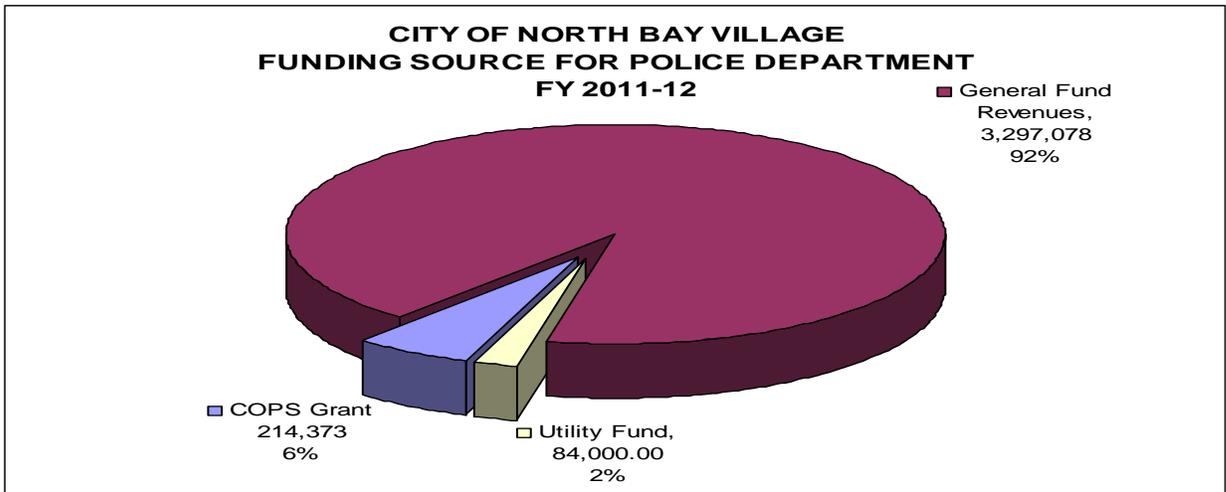
## FISCAL YEAR 2012 BUDGET

### GENERAL FUND-POLICE DEPARTMENT



### Expenditure Category Summary

| ACCOUNT DESCRIPTION               | FY 09<br>ACTUAL  | FY 10<br>ACTUAL  | FY 11<br>ADOPTED<br>BUDGET | FY 11<br>6 MONTHS<br>ACTUAL | FY 11<br>PROJECTED<br>ACTUAL | FY 12<br>ADOPTED<br>BUDGET |
|-----------------------------------|------------------|------------------|----------------------------|-----------------------------|------------------------------|----------------------------|
| PERSONNEL SERVICES                | 3,493,123        | 3,264,466        | 3,523,214                  | 1,840,986                   | 3,581,179                    | 3,041,085                  |
| MATERIALS, SUPPLIES, SERVICES     | 274,184          | 203,946          | 195,643                    | 85,129                      | 189,549                      | 202,915                    |
| <b>TOTAL OPERATING BUDGET</b>     | <b>3,767,307</b> | <b>3,468,412</b> | <b>3,718,857</b>           | <b>1,926,115</b>            | <b>3,770,728</b>             | <b>3,244,000</b>           |
| <br>                              |                  |                  |                            |                             |                              |                            |
| CAPITAL                           | 1,971            | 20               | 1,000                      | 0                           | 1,000                        | 0                          |
| DEBT SERVICE                      | 32,133           | 32,133           | 33,980                     | 0                           | 33,980                       | 0                          |
| GRANTS & AIDS                     | 1,062            | 16,582           | 1,500                      | 2,010                       | 4,021                        | 1,500                      |
| OTHER NON-OPERATING EXPENSES      | 0                | 0                | 0                          | 0                           | 0                            | 0                          |
| <b>TOTAL NON-OPERATING BUDGET</b> | <b>35,165</b>    | <b>48,735</b>    | <b>36,480</b>              | <b>2,010</b>                | <b>39,001</b>                | <b>1,500</b>               |
| <br>                              |                  |                  |                            |                             |                              |                            |
| <b>TOTAL DEPARTMENT BUDGET</b>    | <b>3,802,472</b> | <b>3,517,146</b> | <b>3,755,337</b>           | <b>1,928,125</b>            | <b>3,809,729</b>             | <b>3,245,500</b>           |





# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### GENERAL FUND-POLICE DEPARTMENT

#### Expenditure Category Detail

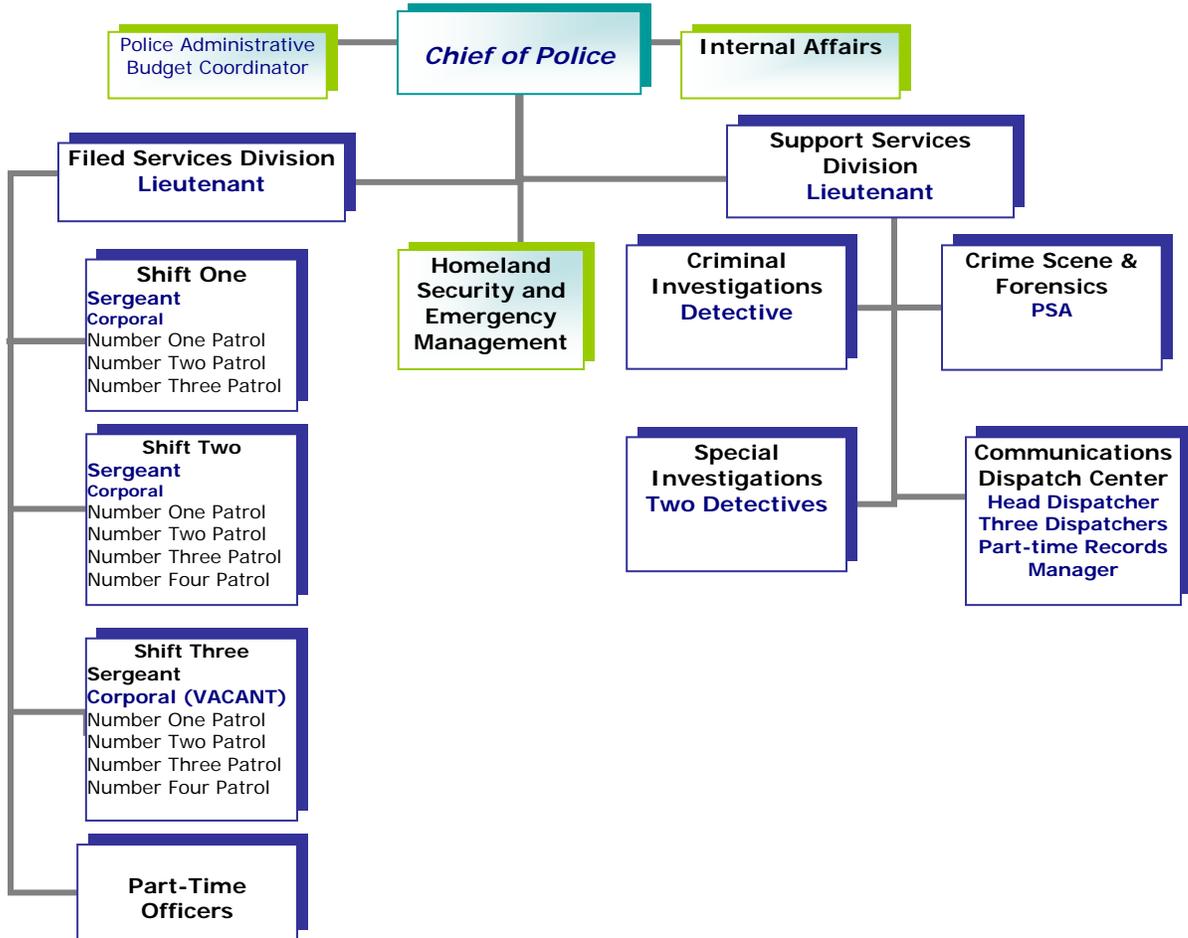
| ACCOUNT DESCRIPTION                        | FY 09<br>ACTUAL  | FY 10<br>ACTUAL  | FY 11<br>ADOPTED<br>BUDGET | FY 11<br>6 MONTHS<br>ACTUAL | FY 11<br>PROJECTED<br>ACTUAL | FY 12<br>ADOPTED<br>BUDGET |
|--|------------------|------------------|----------------------------|-----------------------------|------------------------------|----------------------------|
| Regular Salaries                           | 2,107,575        | 2,021,282        | 2,300,504                  | 1,148,303                   | 2,296,605                    | 2,149,454                  |
| Overtime                                   | 225,704          | 91,791           | 45,000                     | 61,035                      | 122,069                      | 10,000                     |
| Education Incentive                        | 19,100           | 17,860           | 18,960                     | 9,300                       | 18,600                       | 17,640                     |
| Special Duty                               | 840              | (840)            | 0                          | 0                           | 0                            | 0                          |
| Clothing Allowance                         | 2,800            | 2,550            | 3,000                      | 1,300                       | 2,600                        | 3,000                      |
| Fica Tax                                   | 184,354          | 169,881          | 179,431                    | 91,266                      | 182,531                      | 167,876                    |
| Retirement Contributions                   | 459,646          | 439,582          | 463,260                    | 258,926                     | 453,495                      | 284,584                    |
| Health Ins.                                | 419,015          | 413,602          | 437,699                    | 216,202                     | 432,405                      | 422,688                    |
| Workers Compensation                       | 74,089           | 108,758          | 75,359                     | 54,655                      | 72,873                       | 69,843                     |
| Cost Allocation                            | 0                | 0                | 0                          | 0                           | 0                            | (84,000)                   |
| <b>TOTAL PERSONNEL SERVICES</b>            | <b>3,493,123</b> | <b>3,264,466</b> | <b>3,523,214</b>           | <b>1,840,986</b>            | <b>3,581,179</b>             | <b>3,041,085</b>           |
| Contract Services - Janitorial             | 1,543            | 1,814            | 1,464                      | 122                         | 244                          | 1,000                      |
| Medical                                    | 1,599            | 1,050            | 0                          | 0                           | 0                            | 1,000                      |
| Wireless                                   | 0                | 0                | 0                          | 0                           | 0                            | 0                          |
| Travel, Conferences & Meetings             | 5,063            | 852              | 500                        | 146                         | 291                          | 500                        |
| Court Standby                              | 1,123            | 116              | 2,500                      | 702                         | 1,404                        | 2,500                      |
| Telephone                                  | 18,131           | 1,047            | 500                        | 22                          | 44                           | 500                        |
| Electricity & Gas                          | 24,576           | 4,465            | 500                        | 0                           | 0                            | 5,000                      |
| Building Lease/Rental                      | 40,527           | 0                | 500                        | 0                           | 0                            | 0                          |
| R & M - Vehicles                           | 28,146           | 38,621           | 35,000                     | 12,838                      | 25,676                       | 36,000                     |
| R & M - Equipment                          | 3,945            | 0                | 1,000                      | 0                           | 0                            | 1,000                      |
| R & M - Radios & Radar                     | 1,250            | 244              | 1,000                      | 470                         | 940                          | 1,000                      |
| R & M Building                             | 7,280            | 1,832            | 4,550                      | 165                         | 330                          | 1,115                      |
| R & M - Office Equipment                   | 7,006            | 0                | 3,000                      | 0                           | 0                            | 1,000                      |
| Police ID Cards                            | 0                | 0                | 0                          | 0                           | 0                            | 0                          |
| Confidential Informant                     | 500              | 0                | 0                          | 0                           | 0                            | 0                          |
| Youth Services                             | 0                | 0                | 25,000                     | 3,358                       | 6,716                        | 5,000                      |
| Crime Watch / Community Policing           | 700              | 171              | 0                          | 0                           | 0                            | 0                          |
| Investigations                             | 7,978            | 116              | 1,000                      | 5,594                       | 11,188                       | 1,000                      |
| Office Supplies                            | 6,728            | 5,553            | 5,000                      | 2,073                       | 4,146                        | 5,000                      |
| Uniforms & Accessories                     | 11,264           | 13,409           | 7,000                      | 5,549                       | 11,098                       | 14,000                     |
| Uniform Cleaning & Maintenance             | 6,277            | 4,780            | 6,000                      | 2,344                       | 4,687                        | 10,000                     |
| Copy Machine Supplies                      | 4,534            | 3,822            | 1,529                      | 1,911                       | 3,822                        | 4,800                      |
| Gas & Oil                                  | 74,242           | 105,859          | 90,000                     | 43,230                      | 103,753                      | 95,000                     |
| Tires                                      | 7,744            | 9,412            | 4,000                      | 3,363                       | 6,726                        | 6,000                      |
| Minor Tools & Equipment                    | 816              | 215              | 500                        | 0                           | 0                            | 200                        |
| Ammunition                                 | 96               | 0                | 500                        | 0                           | 0                            | 200                        |
| Photography                                | 151              | 0                | 100                        | 0                           | 0                            | 100                        |
| Special Departmental Supplies              | 4,395            | 3,283            | 4,000                      | 602                         | 1,204                        | 4,000                      |
| Dues, Subscriptions & Memberships          | 849              | 1,395            | 500                        | 640                         | 1,280                        | 1,000                      |
| Education & Training                       | 7,720            | 5,890            | 0                          | 2,000                       | 6,000                        | 6,000                      |
| <b>TOTAL MATERIALS, SUPPLIES, SERVICES</b> | <b>274,184</b>   | <b>203,946</b>   | <b>195,643</b>             | <b>85,129</b>               | <b>189,549</b>               | <b>202,915</b>             |
| <b>TOTAL OPERATING BUDGET</b>              | <b>3,767,307</b> | <b>3,468,412</b> | <b>3,718,857</b>           | <b>1,926,115</b>            | <b>3,770,728</b>             | <b>3,244,000</b>           |
| Buildings                                  | 0                | 0                | 0                          | 0                           | 0                            | 0                          |
| Office Equipment                           | 1,086            | 20               | 500                        | 0                           | 500                          | 0                          |
| Other Machines & Equipment                 | 885              | 0                | 500                        | 0                           | 500                          | 0                          |
| Vehicles                                   | 0                | 0                | 0                          | 0                           | 0                            | 0                          |
| <b>TOTAL CAPITAL</b>                       | <b>1,971</b>     | <b>20</b>        | <b>1,000</b>               | <b>0</b>                    | <b>1,000</b>                 | <b>0</b>                   |
| Principal                                  | 26,903           | 28,544           | 32,133                     | 0                           | 32,133                       | 0                          |
| Interest                                   | 5,229            | 3,589            | 1,848                      | 0                           | 1,848                        | 0                          |
| <b>TOTAL DEBT SERVICE</b>                  | <b>32,133</b>    | <b>32,133</b>    | <b>33,980</b>              | <b>0</b>                    | <b>33,980</b>                | <b>0</b>                   |
| Stop Grant                                 | 1,062            | 16,582           | 1,500                      | 2,010                       | 4,021                        | 1,500                      |
| <b>TOTAL GRANTS &amp; AIDS</b>             | <b>1,062</b>     | <b>16,582</b>    | <b>1,500</b>               | <b>2,010</b>                | <b>4,021</b>                 | <b>1,500</b>               |
| OTHER NON-OPERATING EXPENSES               | 0                | 0                | 0                          | 0                           | 0                            | 0                          |
| <b>TOTAL NON-OPERATING BUDGET</b>          | <b>35,165</b>    | <b>48,735</b>    | <b>36,480</b>              | <b>2,010</b>                | <b>39,001</b>                | <b>1,500</b>               |
| <b>TOTAL DEPARTMENT BUDGET</b>             | <b>3,802,472</b> | <b>3,517,146</b> | <b>3,755,337</b>           | <b>1,928,125</b>            | <b>3,809,729</b>             | <b>3,245,500</b>           |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### GENERAL FUND-POLICE DEPARTMENT





# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### 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 the City 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 Community Halloween Party.
- ✿ Promote the use and continued improvements to West Drive Park.

#### DESCRIPTION OF SERVICES AND ACTIVITIES

- ❖ This department includes the on-going special events and programs of the Arts, Cultural and Special Events Advisory Board.
- ❖ This department in conjunction with the Advisory Board plans and implements community-wide special events for various holidays and observances. In addition to events, this department maintains the City Tot Lot.

#### PERFORMANCE INDICATORS

In accordance with the City-wide goal of promoting a positive image and beautifying the City, the Recreation and Human Services Department has enacted several community activities and programs. For instance, the City hosted a Halloween Party for the local community. The City has hosted a few other events throughout the year to promote a greater sense of community. Currently, we are participating in a Christmas Toy Drive to provide underprivileged children with gifts for the Holiday Season. Through these community wide events, we can unite our City for the greater good.

#### Expenditure Category Summary

| ACCOUNT DESCRIPTION            | FY 09<br>ACTUAL | FY 10<br>ACTUAL | FY 11<br>ADOPTED<br>BUDGET | FY 11<br>6 MONTHS<br>ACTUAL | FY 11<br>PROJECTED<br>ACTUAL | FY 12<br>ADOPTED<br>BUDGET |
|--------------------------------|-----------------|-----------------|----------------------------|-----------------------------|------------------------------|----------------------------|
| PERSONNEL SERVICES             | 19,701          | 19,092          | 21,315                     | 8,757                       | 16,988                       | 21,315                     |
| MATERIALS, SUPPLIES, SERVICES  | 25,434          | 35,045          | 14,878                     | 13,678                      | 13,678                       | 14,878                     |
| TOTAL OPERATING BUDGET         | 45,135          | 54,136          | 36,193                     | 22,435                      | 30,666                       | 36,193                     |
| 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                          |
| <b>TOTAL DEPARTMENT BUDGET</b> | <b>45,135</b>   | <b>54,136</b>   | <b>36,193</b>              | <b>22,435</b>               | <b>30,666</b>                | <b>36,193</b>              |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### GENERAL FUND-RECREATION AND HUMAN SERVICES

| ACCOUNT DESCRIPTION                    | FY 09<br>ACTUAL | FY 10<br>ACTUAL | FY 11<br>ADOPTED<br>BUDGET | FY 11<br>6 MONTHS<br>ACTUAL | FY 11<br>PROJECTED<br>ACTUAL | FY 12<br>ADOPTED<br>BUDGET |
|--|-----------------|-----------------|----------------------------|-----------------------------|------------------------------|----------------------------|
| Regular Salaries                       | 17,378          | 16,814          | 19,115                     | 7,646                       | 15,292                       | 19,115                     |
| Overtime                               | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Fica                                   | 1,311           | 1,282           | 1,462                      | 585                         | 1,170                        | 1,462                      |
| Health, Life, Dental Ins.              | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Workers' Compensation                  | 1,013           | 995             | 738                        | 526                         | 526                          | 738                        |
| <b>TOTAL PERSONNEL SERVICES</b>        | <b>19,701</b>   | <b>19,092</b>   | <b>21,315</b>              | <b>8,757</b>                | <b>16,988</b>                | <b>21,315</b>              |
| R & M Vehicles                         | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| R & M Grounds                          | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Special Events                         | 25,434          | 35,045          | 14,878                     | 13,678                      | 13,678                       | 14,878                     |
| CNG, Gasoline & Oil                    | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Tires                                  | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Special Department Supplies            | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| <b>TOTAL MATERIALS, SUPPLIES, SVCS</b> | <b>25,434</b>   | <b>35,045</b>   | <b>14,878</b>              | <b>13,678</b>               | <b>13,678</b>                | <b>14,878</b>              |
| <b>TOTAL OPERATING BUDGET</b>          | <b>45,135</b>   | <b>54,136</b>   | <b>36,193</b>              | <b>22,435</b>               | <b>30,666</b>                | <b>36,193</b>              |
| Other Machinery & Equipment            | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| <b>TOTAL CAPITAL</b>                   | <b>0</b>        | <b>0</b>        | <b>0</b>                   | <b>0</b>                    | <b>0</b>                     | <b>0</b>                   |
| <b>DEBT SERVICE</b>                    | <b>0</b>        | <b>0</b>        | <b>0</b>                   | <b>0</b>                    | <b>0</b>                     | <b>0</b>                   |
| Community Recreation                   | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| <b>TOTAL GRANTS &amp; AIDS</b>         | <b>0</b>        | <b>0</b>        | <b>0</b>                   | <b>0</b>                    | <b>0</b>                     | <b>0</b>                   |
| <b>OTHER NON-OPERATING EXPENSES</b>    | <b>0</b>        | <b>0</b>        | <b>0</b>                   | <b>0</b>                    | <b>0</b>                     | <b>0</b>                   |
| <b>TOTAL NON-OPERATING BUDGET</b>      | <b>0</b>        | <b>0</b>        | <b>0</b>                   | <b>0</b>                    | <b>0</b>                     | <b>0</b>                   |
| <b>TOTAL DEPARTMENT BUDGET</b>         | <b>45,135</b>   | <b>54,136</b>   | <b>36,193</b>              | <b>22,435</b>               | <b>30,666</b>                | <b>36,193</b>              |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### BUILDING FEE 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 City's Zoning and Land Use Regulations. It acts as the Code Enforcement Agency for the City and it coordinates Code Enforcement activities between Police, Sanitation and other Departments.

#### DEPARTMENT GOALS

- ✱ *Coordinate and oversee code amendments to ensure consistency throughout the code; with the City's Master Plan and with the City's Comprehensive Plan.*
- ✱ *Adopt planning and development guidelines to ensure consistency with the master plan.*
- ✱ *Continue to improve the turnaround time for permit processing.*
- ✱ *Implement new permit software.*
- ✱ *Provide expanded professional and consumer based information about the department and its processes over the City's website.*
- ✱ *Review Zoning Code provisions relating to Signs and Hedges.*
- ✱ *Install Operational Manual on the City's website.*
- ✱ *Improve forms for ease of use by customers.*

| Performance Measures/Indicators | FY 2010<br>ACTUAL | FY 2011<br>ACTUAL | FY 2012<br>ESTIMATED |
|---------------------------------|-------------------|-------------------|----------------------|
| Permits issued                  | NA                | 526               | 580                  |

#### Expenditure Category Summary

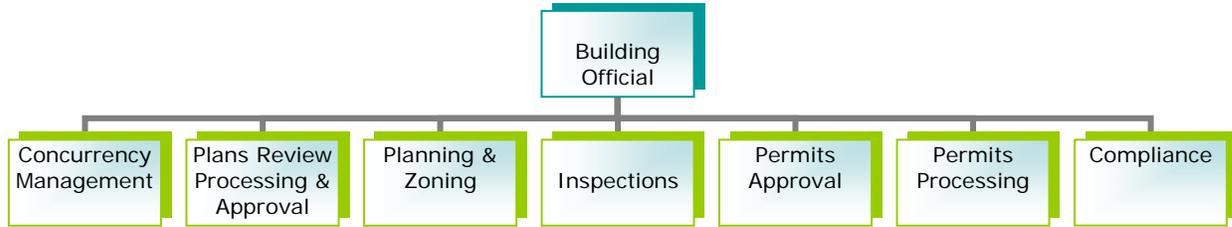
| ACCOUNT DESCRIPTION            | FY 09<br>ACTUAL | FY 10<br>ACTUAL | FY 11<br>ADOPTED<br>BUDGET | FY 11<br>6 MONTHS<br>ACTUAL | FY 11<br>PROJECTED<br>ACTUAL | FY 12<br>PROPOSED<br>BUDGET |
|--------------------------------|-----------------|-----------------|----------------------------|-----------------------------|------------------------------|-----------------------------|
| PERSONNEL SERVICES             | 469,014         | 113,539         | 68,002                     | 33,967                      | 67,089                       | 70,865                      |
| MATERIALS, SUPPLIES, SERVICES  | 33,205          | 97,587          | 74,698                     | 40,733                      | 97,301                       | 92,222                      |
| TOTAL OPERATING BUDGET         | 502,219         | 211,125         | 142,700                    | 74,699                      | 164,390                      | 163,087                     |
| CAPITAL                        | 0               | 0               | 0                          | 0                           | 0                            | 0                           |
| DEBT SERVICE                   | 5,928           | 5,929           | 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     | 5,929           | 5,929           | 0                          | 0                           | 0                            | 0                           |
| <b>TOTAL DEPARTMENT BUDGET</b> | <b>508,148</b>  | <b>217,054</b>  | <b>142,700</b>             | <b>74,699</b>               | <b>164,390</b>               | <b>163,087</b>              |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### BUILDING FEE FUND



### Expenditure Category Detail

| ACCOUNT DESCRIPTION                    | FY 09<br>ACTUAL | FY 10<br>ACTUAL | FY 11<br>ADOPTED<br>BUDGET | FY 11<br>6 MONTHS<br>ACTUAL | FY 11<br>PROJECTED<br>ACTUAL | FY 12<br>ADOPTED<br>BUDGET |
|--|-----------------|-----------------|----------------------------|-----------------------------|------------------------------|----------------------------|
| Regular Salaries                       | 292,882         | 85,120          | 46,862                     | 22,895                      | 45,790                       | 46,090                     |
| Overtime                               | 483             | 737             | 0                          | 668                         | 1,336                        | 0                          |
| Car Allowance                          | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Fica                                   | 20,512          | 6,207           | 3,585                      | 1,660                       | 3,320                        | 3,526                      |
| Retirement Contributions               | 21,555          | 7,132           | 4,239                      | 2,150                       | 3,653                        | 2,056                      |
| Health, Life, Dental, Disability       | 20,758          | 12,852          | 12,896                     | 6,297                       | 12,594                       | 18,777                     |
| Workers Compensation                   | 7,824           | 1,490           | 420                        | 297                         | 396                          | 416                        |
| Salary Reimbursement                   | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Cost Allocation                        | 105,000         | 0               | 0                          | 0                           | 0                            | 0                          |
| <b>TOTAL PERSONNEL SERVICES</b>        | <b>469,014</b>  | <b>113,539</b>  | <b>68,002</b>              | <b>33,967</b>               | <b>67,089</b>                | <b>70,865</b>              |
| Accounting & Auditing                  | 3,875           | 0               | 0                          | 0                           | 0                            | 0                          |
| Professional Services                  | 7,224           | 94,548          | 72,898                     | 39,589                      | 95,013                       | 90,000                     |
| Contract Service - Janitorial          | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Contractual Services                   | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Temporary Personnel                    | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Travel, Conference & Meetings          | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Telephone                              | 8,663           | 2,900           | 1,800                      | 1,144                       | 2,288                        | 2,222                      |
| Equipment Rental                       | 3,694           | 0               | 0                          | 0                           | 0                            | 0                          |
| Building Rental/Lease                  | 6,767           | 0               | 0                          | 0                           | 0                            | 0                          |
| R & M Building Maintenance             | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| R & M - Office Equipment               | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Office Supplies                        | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Gas & Oil                              | 340             | 41              | 0                          | 0                           | 0                            | 0                          |
| Portable Office Rental                 | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Special Departmental Supplies          | 1,734           | 0               | 0                          | 0                           | 0                            | 0                          |
| Dues, Subscriptions & Memberships      | 357             | 98              | 0                          | 0                           | 0                            | 0                          |
| Education & Training                   | 552             | 0               | 0                          | 0                           | 0                            | 0                          |
| <b>TOTAL MATERIALS, SUPPLIES, SVCS</b> | <b>33,205</b>   | <b>97,587</b>   | <b>74,698</b>              | <b>40,733</b>               | <b>97,301</b>                | <b>92,222</b>              |
| <b>TOTAL OPERATING BUDGET</b>          | <b>502,219</b>  | <b>211,125</b>  | <b>142,700</b>             | <b>74,699</b>               | <b>164,390</b>               | <b>163,087</b>             |
| Office Equipment                       | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Other Machines & Equipment             | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Buildings                              | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| <b>TOTAL CAPITAL</b>                   | <b>0</b>        | <b>0</b>        | <b>0</b>                   | <b>0</b>                    | <b>0</b>                     | <b>0</b>                   |
| Principal                              | 5,318           | 5,611           | 0                          | 0                           | 0                            | 0                          |
| Interest                               | 610             | 318             | 0                          | 0                           | 0                            | 0                          |
| <b>DEBT SERVICE</b>                    | <b>5,928</b>    | <b>5,929</b>    | <b>0</b>                   | <b>0</b>                    | <b>0</b>                     | <b>0</b>                   |
| GRANTS & AIDS                          | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| OTHER NON-OPERATING EXPENSES           | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| <b>TOTAL NON-OPERATING BUDGET</b>      | <b>5,928</b>    | <b>5,929</b>    | <b>0</b>                   | <b>0</b>                    | <b>0</b>                     | <b>0</b>                   |
| <b>TOTAL DEPARTMENT BUDGET</b>         | <b>508,147</b>  | <b>217,054</b>  | <b>142,700</b>             | <b>74,699</b>               | <b>164,390</b>               | <b>163,087</b>             |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### 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 City streets including resurfacing, potholes repair, re-striping, and signage and landscaping.

#### DEPARTMENT GOALS

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

### Expenditure Category Summary

| ACCOUNT DESCRIPTION            | FY 09<br>ACTUAL | FY 10<br>ACTUAL | FY 11<br>ADOPTED<br>BUDGET | FY 11<br>6 MONTHS<br>ACTUAL | FY 11<br>PROJECTED<br>ACTUAL | FY 12<br>ADOPTED<br>BUDGET |
|--------------------------------|-----------------|-----------------|----------------------------|-----------------------------|------------------------------|----------------------------|
| PERSONNEL SERVICES             | 179,353         | 166,350         | 164,993                    | 81,098                      | 67,089                       | 70,865                     |
| MATERIALS, SUPPLIES, SERVICES  | 264,373         | 257,084         | 337,000                    | 211,513                     | 97,301                       | 92,222                     |
| TOTAL OPERATING BUDGET         | 443,726         | 423,434         | 501,993                    | 292,611                     | 164,390                      | 163,087                    |
| CAPITAL                        | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| DEBT SERVICE                   | 8,893           | 8,893           | 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     | 8,893           | 8,893           | 0                          | 0                           | 0                            | 0                          |
| <b>TOTAL DEPARTMENT BUDGET</b> | <b>452,618</b>  | <b>432,327</b>  | <b>501,993</b>             | <b>292,611</b>              | <b>479,412</b>               | <b>327,390</b>             |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### STREET MAINTENANCE FUND- PUBLIC WORKS DEPARTMENT

| ACCOUNT DESCRIPTION                       | FY 09<br>ACTUAL | FY 10<br>ACTUAL | FY 11<br>ADOPTED<br>BUDGET | FY 11<br>6 MONTHS<br>ACTUAL | FY 11<br>PROJECTED<br>ACTUAL | FY 12<br>ADOPTED<br>BUDGET |
|---|-----------------|-----------------|----------------------------|-----------------------------|------------------------------|----------------------------|
| Regular Salaries                          | 109,748         | 110,599         | 116,430                    | 58,504                      | 97,178                       | 68,646                     |
| Overtime                                  | 5,067           | 8,678           | 5,000                      | 1,562                       | 3,125                        | 5,000                      |
| Fica Tax                                  | 8,589           | 8,931           | 8,907                      | 4,472                       | 7,274                        | 5,251                      |
| Retirement Contributions                  | 12,931          | 13,552          | 12,346                     | 7,053                       | 9,074                        | 3,604                      |
| Health, Life, Dental Insurance            | 31,335          | 32,971          | 35,506                     | 13,980                      | 27,960                       | 18,187                     |
| Workers' Compensation                     | 11,682          | 15,620          | 10,804                     | 7,527                       | 10,036                       | 6,352                      |
| Cost Allocation                           | (18,000)        | (24,000)        | (24,000)                   | (12,000)                    | (24,000)                     | (24,000)                   |
| <b>TOTAL PERSONNEL SERVICES</b>           | <b>179,353</b>  | <b>166,350</b>  | <b>164,993</b>             | <b>81,098</b>               | <b>130,648</b>               | <b>83,040</b>              |
| Contractual Services (Janitorial)         | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Contract Services - Grounds Maint         | 109,058         | 83,964          | 85,000                     | 41,982                      | 83,964                       | 85,000                     |
| Temporary Personnel                       | 16,304          | 16,011          | 7,800                      | 2,086                       | 4,171                        | 14,710                     |
| Electric, Gas and Water                   | 19,944          | 27,280          | 14,000                     | 9,926                       | 19,853                       | 22,000                     |
| Street Lights                             | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Equipment Rental                          | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| R & M Vehicles                            | 2,623           | 2,750           | 1,000                      | 3,594                       | 7,187                        | 5,400                      |
| R & M Equipment                           | 1,864           | 3,596           | 1,000                      | 3,825                       | 7,650                        | 5,000                      |
| R & M Building                            | 14,301          | 15,933          | 100,000                    | 121,457                     | 134,805                      | 16,000                     |
| R & M Grounds                             | 87,848          | 93,761          | 120,000                    | 19,113                      | 70,385                       | 80,000                     |
| Uniforms                                  | 1,830           | 1,393           | 1,900                      | 596                         | 1,192                        | 990                        |
| Gasoline, CNG & Oil                       | 4,378           | 7,929           | 3,200                      | 4,224                       | 10,137                       | 7,800                      |
| Tires                                     | 120             | 1,797           | 500                        | 3,014                       | 6,028                        | 4,600                      |
| Minor tools and equipment                 | 1,291           | 828             | 600                        | 22                          | 44                           | 50                         |
| Special Department Supplies               | 4,810           | 1,842           | 2,000                      | 1,675                       | 3,350                        | 2,800                      |
| Road Repairs                              | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| <b>TOTAL MATERIALS, SUPPLIES, SERVICE</b> | <b>264,373</b>  | <b>257,084</b>  | <b>337,000</b>             | <b>211,513</b>              | <b>348,765</b>               | <b>244,350</b>             |
| <b>TOTAL OPERATING BUDGET</b>             | <b>443,726</b>  | <b>423,434</b>  | <b>501,993</b>             | <b>292,611</b>              | <b>479,412</b>               | <b>327,390</b>             |
| Vehicles                                  | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Other Machinery & Equipment               | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| <b>TOTAL CAPITAL</b>                      | <b>0</b>        | <b>0</b>        | <b>0</b>                   | <b>0</b>                    | <b>0</b>                     | <b>0</b>                   |
| Lease Principal                           | 7,978           | 8,416           | 0                          | 0                           | 0                            | 0                          |
| Lease Interest                            | 915             | 477             | 0                          | 0                           | 0                            | 0                          |
| <b>TOTAL DEBT SERVICE</b>                 | <b>8,893</b>    | <b>8,893</b>    | <b>0</b>                   | <b>0</b>                    | <b>0</b>                     | <b>0</b>                   |
| GRANTS & AIDS                             | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| OTHER NON-OPERATING EXPENSES              | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| <b>TOTAL NON OPERATING BUDGET</b>         | <b>9,291</b>    | <b>8,893</b>    | <b>0</b>                   | <b>0</b>                    | <b>0</b>                     | <b>0</b>                   |
| <b>TOTAL DEPARTMENT BUDGET</b>            | <b>453,017</b>  | <b>432,327</b>  | <b>501,993</b>             | <b>292,611</b>              | <b>479,412</b>               | <b>327,390</b>             |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### AFTER SCHOOL & SUMMER FUND

#### DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

These programs will be aimed at serving the elementary school children living within the City of North Bay Village with 1st priority for enrollment provided to children who currently live within the City 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 City 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 City of North Bay Village and/or those who do not live within the City but attend Treasure Island Elementary School or those who have "special circumstances".
- ❖ Programs will provided 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 09<br>ACTUAL | FY 10<br>ACTUAL | FY 11<br>ADOPTED<br>BUDGET | FY 11<br>6 MONTHS<br>ACTUAL | FY 11<br>PROJECTED<br>ACTUAL | FY 12<br>ADOPTED<br>BUDGET |
|--------------------------------|-----------------|-----------------|----------------------------|-----------------------------|------------------------------|----------------------------|
| PERSONAL SERVICES:             | 0               | 0               | 0                          | 0                           | 8,600                        | 103,743                    |
| MATERIALS, SUPPLIES, SERVICES  | 0               | 0               | 0                          | 22,323                      | 25,428                       | 58,422                     |
| TOTAL OPERATING BUDGET         | 0               | 0               | 0                          | 22,323                      | 34,028                       | 162,165                    |
| 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                          |
| <b>TOTAL DEPARTMENT BUDGET</b> | <b>0</b>        | <b>0</b>        | <b>0</b>                   | <b>22,323</b>               | <b>34,028</b>                | <b>162,165</b>             |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### AFTER SCHOOL & SUMMER FUND

|                                    |
|------------------------------------|
| <b>Expenditure Category Detail</b> |
|------------------------------------|

| ACCOUNT DESCRIPTION                        | FY 09<br>ACTUAL | FY 10<br>ACTUAL | FY 11<br>ADOPTED<br>BUDGET | FY 11<br>6 MONTHS<br>ACTUAL | FY 11<br>PROJECTED<br>ACTUAL | FY 12<br>ADOPTED<br>BUDGET |
|--|-----------------|-----------------|----------------------------|-----------------------------|------------------------------|----------------------------|
| Regular Salaries                           | 0               | 0               | 0                          | 0                           | 7,898                        | 95,254                     |
| Fica Tax                                   | 0               | 0               | 0                          | 0                           | 604                          | 7,287                      |
| Workers' Compensation                      | 0               | 0               | 0                          | 0                           | 30                           | 362                        |
| Unemployment                               | 0               | 0               | 0                          | 0                           | 68                           | 840                        |
| <b>TOTAL PERSONNEL SERVICES</b>            | <b>0</b>        | <b>0</b>        | <b>0</b>                   | <b>0</b>                    | <b>8,600</b>                 | <b>103,743</b>             |
| Professional Services                      | 0               | 0               | 0                          | 0                           | 0                            | 1,000                      |
| Contract Services - Medical                | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Travel, Conferences & Meeting              | 0               | 0               | 0                          | 0                           | 0                            | 10,900                     |
| Telephone                                  | 0               | 0               | 0                          | 0                           | 0                            | 1,470                      |
| Electric, Gas & Water                      | 0               | 0               | 0                          | 0                           | 0                            | 20,000                     |
| Advertising                                | 0               | 0               | 0                          | 0                           | 0                            | 395                        |
| After School Program                       | 0               | 0               | 0                          | 0                           | 0                            | 5,103                      |
| Summer Program                             | 0               | 0               | 0                          | 22,323                      | 25,428                       | 2,500                      |
| Office Supplies                            | 0               | 0               | 0                          | 0                           | 0                            | 6,490                      |
| Minor Tools & Equipment                    | 0               | 0               | 0                          | 0                           | 0                            | 464                        |
| Special Department Supplies                | 0               | 0               | 0                          | 0                           | 0                            | 10,100                     |
| Dues, Subscriptions & Memberships          | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Education & Training                       | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| <b>TOTAL MATERIALS, SUPPLIES, SERVICES</b> | <b>0</b>        | <b>0</b>        | <b>0</b>                   | <b>22,323</b>               | <b>25,428</b>                | <b>58,422</b>              |
| <b>TOTAL OPERATING BUDGET</b>              | <b>0</b>        | <b>0</b>        | <b>0</b>                   | <b>22,323</b>               | <b>34,028</b>                | <b>162,165</b>             |
| Office Equipment                           | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| <b>TOTAL CAPITAL</b>                       | <b>0</b>        | <b>0</b>        | <b>0</b>                   | <b>0</b>                    | <b>0</b>                     | <b>0</b>                   |
| 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                          |
| <b>TOTAL NON-OPERATING BUDGET</b>          | <b>0</b>        | <b>0</b>        | <b>0</b>                   | <b>0</b>                    | <b>0</b>                     | <b>0</b>                   |
| <b>TOTAL DEPARTMENT BUDGET</b>             | <b>0</b>        | <b>0</b>        | <b>0</b>                   | <b>22,323</b>               | <b>34,028</b>                | <b>162,165</b>             |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### 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 City'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

- ✱ *Routinely update commuter bus route to meet public needs.*
- ✱ *Establish and adopt capital projects which includes: Street Resurfacing, Re-stripping, Curb ramps, Landscaping, Crosswalks, Traffic calming devices and Street Lights.*
- ✱ *Enhance crosswalks and street markings to provide for safe operation of vehicular traffic for the benefits of pedestrians.*
- ✱ *Perform assessment of the City right-of-ways to determine the necessity of roadway improvements and sidewalk replacement throughout the City.*

### Expenditure Category Summary

| ACCOUNT DESCRIPTION            | FY 09<br>ACTUAL | FY 10<br>ACTUAL | FY 11<br>ADOPTED<br>BUDGET | FY 11<br>6 MONTHS<br>ACTUAL | FY 11<br>PROJECTED<br>ACTUAL | FY 12<br>ADOPTED<br>BUDGET |
|--------------------------------|-----------------|-----------------|----------------------------|-----------------------------|------------------------------|----------------------------|
| PERSONNEL SERVICES             | 40,937          | 32,762          | 31,990                     | 10,683                      | 30,576                       | 31,990                     |
| MATERIALS, SUPPLIES, SERVICES  | 46,914          | 41,338          | 50,015                     | 16,632                      | 39,703                       | 40,452                     |
| TOTAL OPERATING BUDGET         | 87,851          | 74,101          | 82,005                     | 27,316                      | 70,279                       | 72,442                     |
| CAPITAL                        | 368,583         | 369,251         | 51,818                     | 0                           | 51,818                       | 51,818                     |
| 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     | 368,583         | 369,251         | 51,818                     | 0                           | 51,818                       | 51,818                     |
| <b>TOTAL DEPARTMENT BUDGET</b> | <b>456,434</b>  | <b>443,352</b>  | <b>133,823</b>             | <b>27,316</b>               | <b>122,097</b>               | <b>124,260</b>             |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### TRANSPORTATION FUND

| ACCOUNT DESCRIPTION                    | FY 09<br>ACTUAL | FY 10<br>ACTUAL | FY 11<br>ADOPTED<br>BUDGET | FY 11<br>6 MONTHS<br>ACTUAL | FY 11<br>PROJECTED<br>ACTUAL | FY 12<br>ADOPTED<br>BUDGET |
|--|-----------------|-----------------|----------------------------|-----------------------------|------------------------------|----------------------------|
| Regular Salaries                       | 26,131          | 17,722          | 19,171                     | 8,962                       | 17,924                       | 19,171                     |
| Fica                                   | 2,010           | 1,349           | 1,467                      | 686                         | 1,371                        | 1,467                      |
| Workers Compensation                   | 2,797           | 3,691           | 1,452                      | 1,036                       | 1,381                        | 1,452                      |
| Cost Allocation                        | 10,000          | 10,000          | 9,900                      | 0                           | 9,900                        | 9,900                      |
| <b>TOTAL PERSONNEL SERVICES</b>        | <b>40,937</b>   | <b>32,762</b>   | <b>31,990</b>              | <b>10,683</b>               | <b>30,576</b>                | <b>31,990</b>              |
| Street Lights                          | 40,457          | 33,604          | 45,200                     | 14,620                      | 35,089                       | 36,000                     |
| Vehicle Rental                         | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Repair & Maintenance Vehicle           | 975             | 302             | 350                        | 98                          | 196                          | 500                        |
| Repair & Maintenance of Grounds        | 0               | 1,381           | 0                          | 0                           | 0                            | 0                          |
| Uniforms                               | 772             | 545             | 265                        | 143                         | 286                          | 502                        |
| Gas & Oil                              | 4,430           | 4,966           | 4,000                      | 1,475                       | 3,540                        | 3,000                      |
| Tires                                  | 280             | 540             | 200                        | 296                         | 592                          | 450                        |
| Special Department Supplies            | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| <b>TOTAL MATERIALS, SUPPLIES, SVCS</b> | <b>46,914</b>   | <b>41,338</b>   | <b>50,015</b>              | <b>16,632</b>               | <b>39,703</b>                | <b>40,452</b>              |
| <b>TOTAL OPERATING BUDGET</b>          | <b>87,851</b>   | <b>74,101</b>   | <b>82,005</b>              | <b>27,316</b>               | <b>70,279</b>                | <b>72,442</b>              |
| Storm Drains                           | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Roads & Streets                        | 368,583         | 369,251         | 51,818                     | 0                           | 51,818                       | 51,818                     |
| Machinery and Equipment                | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Vehicles                               | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| <b>TOTAL CAPITAL</b>                   | <b>368,583</b>  | <b>369,251</b>  | <b>51,818</b>              | <b>0</b>                    | <b>51,818</b>                | <b>51,818</b>              |
| Lease Purchase Principal               | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Lease Interest                         | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| <b>TOTAL DEBT SERVICE</b>              | <b>0</b>        | <b>0</b>        | <b>0</b>                   | <b>0</b>                    | <b>0</b>                     | <b>0</b>                   |
| GRANTS & AIDS                          | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| OTHER NON-OPERATING EXPENSES           | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| <b>TOTAL NON-OPERATING BUDGET</b>      | <b>368,583</b>  | <b>369,251</b>  | <b>51,818</b>              | <b>0</b>                    | <b>51,818</b>                | <b>51,818</b>              |
| <b>TOTAL DEPARTMENT BUDGET</b>         | <b>456,434</b>  | <b>443,352</b>  | <b>133,823</b>             | <b>27,316</b>               | <b>122,097</b>               | <b>124,260</b>             |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### 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 City infrastructure and beautify the city.

#### DESCRIPTION OF SERVICES & ACTIVITIES

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

#### DEPARTMENT GOALS

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

#### Expenditure Category Summary

| ACCOUNT DESCRIPTION                | FY 09<br>ACTUAL   | FY 10<br>ACTUAL      | FY 11<br>ADOPTED<br>BUDGET | FY 11<br>6 MONTHS<br>ACTUAL | FY 11<br>PROJECTED<br>ACTUAL | FY 12<br>ADOPTED<br>BUDGET |
|------------------------------------|-------------------|----------------------|----------------------------|-----------------------------|------------------------------|----------------------------|
| PERSONNEL SERVICES                 | 18,000            | 32,000               | 0                          | 0                           | 0                            | 0                          |
| MATERIALS, SUPPLIES, SERVICES      | 9,580             | 36,980               | 0                          | 0                           | 0                            | 0                          |
| TOTAL OPERATING BUDGET             | 27,580            | 68,980               | 0                          | 0                           | 0                            | 0                          |
| <br>CAPITAL                        | <br>62,153        | <br>1,071,357        | <br>2,039,850              | <br>0                       | <br>0                        | <br>2,631,324              |
| 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         | 62,153            | 1,071,357            | 2,039,850                  | 0                           | 0                            | 2,631,324                  |
| <br><b>TOTAL DEPARTMENT BUDGET</b> | <br><b>89,733</b> | <br><b>1,140,338</b> | <br><b>2,039,850</b>       | <br><b>0</b>                | <br><b>0</b>                 | <br><b>2,631,324</b>       |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### CAPITAL PROJECTS FUND

#### Expenditure Category Detail

| ACCOUNT DESCRIPTION                 | FY 09<br>ACTUAL | FY 10<br>ACTUAL  | FY 11<br>ADOPTED<br>BUDGET | FY 11<br>6 MONTHS<br>ACTUAL | FY 11<br>PROJECTED<br>ACTUAL | FY 12<br>ADOPTED<br>BUDGET |
|-------------------------------------|-----------------|------------------|----------------------------|-----------------------------|------------------------------|----------------------------|
| Cost Allocation                     | 18,000          | 32,000           | 0                          | 0                           | 0                            | 0                          |
| TOTAL PERSONNEL SERVICES            | 18,000          | 32,000           | 0                          | 0                           | 0                            | 0                          |
| Cost of Issuance                    | 0               | 32,850           | 0                          | 0                           | 0                            | 0                          |
| Professional Services               | 9,580           | 4,130            | 0                          | 0                           | 0                            | 0                          |
| TOTAL MATERIALS, SUPPLIES, SERVICES | 9,580           | 36,980           | 0                          | 0                           | 0                            | 0                          |
| TOTAL OPERATING BUDGET              | 27,580          | 68,980           | 0                          | 0                           | 0                            | 0                          |
| Bond for Public Safety Facility     | 0               | 0                | 568,850                    | 0                           | 0                            | 1,595,000                  |
| Parks & Community Center            | 62,153          | 98,625           | 0                          | 0                           | 0                            | 415,000                    |
| Street Scape Improvements           | 0               | 972,732          | 1,406,000                  | 0                           | 0                            | 556,324                    |
| Grant for Circulator System         | 0               | 0                | 65,000                     | 0                           | 0                            | 65,000                     |
| TOTAL CAPITAL                       | 62,153          | 1,071,357        | 2,039,850                  | 0                           | 0                            | 2,631,324                  |
| Loan Principal                      | 0               | 0                | 0                          | 0                           | 0                            | 0                          |
| Loan Interest                       | 0               | 0                | 0                          | 0                           | 0                            | 0                          |
| TOTAL DEBT SERVICE                  | 0               | 0                | 0                          | 0                           | 0                            | 0                          |
| OTHER NON-OPERATING EXPENSES        |                 |                  |                            |                             |                              |                            |
| Transfer to Debt Service            | 636,048         | 0                | 0                          | 0                           | 0                            | 0                          |
| TOTAL NON OPERATING BUDGET          | 62,153          | 1,071,357        | 2,039,850                  | 0                           | 0                            | 2,631,324                  |
| <b>TOTAL DEPARTMENT BUDGET</b>      | <b>89,733</b>   | <b>1,140,338</b> | <b>2,039,850</b>           | <b>0</b>                    | <b>0</b>                     | <b>2,631,324</b>           |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### 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

- ☀ *Research into methods to improve efficiency.*

#### Expenditure Category Summary

| ACCOUNT DESCRIPTION            | FY 09<br>ACTUAL | FY 10<br>ACTUAL | FY 11<br>ADOPTED<br>BUDGET | FY 11<br>6 MONTHS<br>ACTUAL | FY 11<br>PROJECTED<br>ACTUAL | FY 12<br>ADOPTED<br>BUDGET |
|--------------------------------|-----------------|-----------------|----------------------------|-----------------------------|------------------------------|----------------------------|
| PERSONNEL SERVICES             | 484,151         | 763,252         | 684,490                    | 341,714                     | 656,814                      | 718,660                    |
| MATERIALS, SUPPLIES, SERVICES  | 206,951         | 114,318         | 185,243                    | 40,209                      | 159,432                      | 164,573                    |
| TOTAL OPERATING BUDGET         | 691,102         | 877,570         | 869,733                    | 381,923                     | 816,246                      | 883,233                    |
| <br>                           |                 |                 |                            |                             |                              |                            |
| CAPITAL                        | 0               | 20,001          | 42,000                     | 0                           | 0                            | 42,000                     |
| DEBT SERVICE                   | 305             | 2,964           | 0                          | 0                           | 0                            | 0                          |
| GRANTS & AIDS                  | 0               | 0               | 0                          | 4,672                       | 0                            | 0                          |
| OTHER NON-OPERATING EXPENSES   | 20,002          | 7,294           | 0                          | 4,672                       | 90,000                       | 391,172                    |
| TOTAL NON-OPERATING BUDGET     | 20,307          | 30,259          | 42,000                     | 9,344                       | 90,000                       | 433,172                    |
| <br>                           |                 |                 |                            |                             |                              |                            |
| <b>TOTAL DEPARTMENT BUDGET</b> | <b>711,409</b>  | <b>907,829</b>  | <b>911,733</b>             | <b>391,267</b>              | <b>906,246</b>               | <b>1,316,405</b>           |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### ENTERPRISE FUND-UTILITIES ADMINISTRATION

#### Expenditure Category Detail

| ACCOUNT DESCRIPTION                    | FY 09<br>ACTUAL | FY 10<br>ACTUAL | FY 11<br>ADOPTED<br>BUDGET | FY 11<br>6 MONTHS<br>ACTUAL | FY 11<br>PROJECTED<br>ACTUAL | FY 12<br>ADOPTED<br>BUDGET |
|--|-----------------|-----------------|----------------------------|-----------------------------|------------------------------|----------------------------|
| Regular Salaries                       | 97,430          | 170,351         | 122,413                    | 62,190                      | 124,380                      | 121,454                    |
| Overtime                               | 0               | 86              | 0                          | 0                           | 0                            | 0                          |
| Car Allowance                          | 2,700           | 2,596           | 1,350                      | 675                         | 1,350                        | 3,600                      |
| FICA Tax                               | 7,426           | 13,142          | 9,468                      | 4,767                       | 9,535                        | 9,567                      |
| Retirement Contribution                | 13,366          | 21,104          | 17,166                     | 7,285                       | 12,161                       | 12,866                     |
| Life, Dental & Health Insurance        | 757             | 11,358          | 17,657                     | 8,489                       | 16,979                       | 18,741                     |
| Workers Compensation                   | 473             | 615             | 436                        | 308                         | 411                          | 432                        |
| Cost Allocation                        | 362,000         | 544,000         | 516,000                    | 258,000                     | 492,000                      | 552,000                    |
| <b>TOTAL PERSONNEL SERVICES</b>        | <b>484,151</b>  | <b>763,252</b>  | <b>684,490</b>             | <b>341,714</b>              | <b>656,814</b>               | <b>718,660</b>             |
| Bank Fees                              | 0               | (92)            | 0                          | 0                           | 0                            | 0                          |
| Accounting and Auditing                | 18,500          | 20,875          | 20,500                     | 0                           | 20,500                       | 20,500                     |
| Contract Services-Janitorial           | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Contract Services-Data processing      | 17,311          | 37,264          | 48,350                     | 12,551                      | 31,462                       | 34,500                     |
| Contract Services-Medical              | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| General Overhead                       | 47,370          | 0               | 0                          | 0                           | 0                            | 0                          |
| Telephone                              | 6,619           | 12,499          | 11,700                     | 5,257                       | 10,515                       | 13,960                     |
| Electric, Gas & Water                  | 0               | 0               | 9,000                      | 335                         | 2,825                        | 6,600                      |
| Equipment Rental                       | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| General Insurance                      | 26,915          | 30,528          | 36,702                     | 17,221                      | 34,443                       | 29,975                     |
| Depreciation - Equipment               | 18,022          | 0               | 0                          | 0                           | 0                            | 0                          |
| Depreciation - Improvements O/T Bldg.  | 58,242          | 0               | 0                          | 0                           | 0                            | 0                          |
| R & M Building Maintenance             | 2,090           | 1,025           | 900                        | 510                         | 1,020                        | 0                          |
| R & M Office Equipment                 | 0               | 0               | 500                        | 0                           | 0                            | 250                        |
| Office Supplies                        | 60              | 0               | 0                          | 0                           | 0                            | 0                          |
| Uniforms                               | 50              | 0               | 0                          | 0                           | 0                            | 260                        |
| Gasoline, CNG & Oil                    | 1,168           | 1,161           | 960                        | 487                         | 974                          | 1,200                      |
| Copy machine Supplies                  | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Special Department Supplies            | 1,064           | 3,590           | 3,631                      | 3,013                       | 6,027                        | 4,328                      |
| Dues, Subscriptions & Memberships      | 551             | 500             | 1,000                      | 384                         | 767                          | 1,000                      |
| Education & Training                   | 1,411           | 1,467           | 2,000                      | 450                         | 900                          | 2,000                      |
| Expenses Not requiring cash outlay     | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Contingency                            | 7,578           | 5,501           | 50,000                     | 0                           | 50,000                       | 50,000                     |
| <b>TOTAL MATERIALS, SUPPLIES, SVCS</b> | <b>206,951</b>  | <b>114,318</b>  | <b>185,243</b>             | <b>40,209</b>               | <b>159,432</b>               | <b>164,573</b>             |
| <b>TOTAL OPERATING BUDGET</b>          | <b>691,102</b>  | <b>877,570</b>  | <b>869,733</b>             | <b>381,923</b>              | <b>816,246</b>               | <b>883,233</b>             |
| Office Equipment                       | 0               | 20,001          | 42,000                     | 0                           | 0                            | 42,000                     |
| <b>TOTAL CAPITAL OUTLAYS</b>           | <b>0</b>        | <b>20,001</b>   | <b>42,000</b>              | <b>0</b>                    | <b>0</b>                     | <b>42,000</b>              |
| Lease Purchase Principal               | 0               | 2,805           | 0                          | 0                           | 0                            | 0                          |
| Lease Interest                         | 305             | 159             | 0                          | 0                           | 0                            | 0                          |
| <b>TOTAL DEBT SERVICE</b>              | <b>305</b>      | <b>2,964</b>    | <b>0</b>                   | <b>0</b>                    | <b>0</b>                     | <b>0</b>                   |
| <b>GRANTS &amp; AIDS</b>               | <b>0</b>        | <b>0</b>        | <b>0</b>                   | <b>4,672</b>                | <b>0</b>                     | <b>0</b>                   |
| Bad Debt                               | 20,002          | 7,294           | 0                          | 4,672                       | 90,000                       | 0                          |
| Reserve                                | 0               | 0               | 0                          | 0                           | 0                            | 391,172                    |
| <b>OTHER NON- OPERATING EXPENSES</b>   | <b>20,002</b>   | <b>7,294</b>    | <b>0</b>                   | <b>4,672</b>                | <b>90,000</b>                | <b>391,172</b>             |
| <b>TOTAL NON-OPERATING BUDGET</b>      | <b>20,307</b>   | <b>30,259</b>   | <b>42,000</b>              | <b>9,344</b>                | <b>90,000</b>                | <b>433,172</b>             |
| <b>TOTAL DEPARTMENT BUDGET</b>         | <b>711,409</b>  | <b>907,829</b>  | <b>911,733</b>             | <b>391,267</b>              | <b>906,246</b>               | <b>1,316,405</b>           |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### 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 city 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.

#### PERFORMANCE INDICATORS

1. To ensure our water is safe every year by testing bacteria, lead and copper.
2. Reduce number of Utility Water Shut-Off's by improving notification process.

#### 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.

| Performance Measures/Indicators      | FY 2010 Actual | FY 2011 Actual | FY 2012 Estimated |
|--------------------------------------|----------------|----------------|-------------------|
| Number of Utility Water Shut-Off's   | 112            | 91             | 60                |
| Reduce Zero Consumption Water Meters |                |                |                   |

#### DEPARTMENT GOAL

- ✿ *To provide the purest water to the residents by performing annual tests.*
- ✿ *Ensure reserves funding for future needs of water utility systems.*
- ✿ *Create an inventory and replacement schedule for water meters.*
- ✿ *Create an inventory and replacement schedule for water meter box.*
- ✿ *Establish an equipment replacement schedule.*
- ✿ *Maintain a quality water distribution system.*

#### Expenditure Category Summary

| ACCOUNT DESCRIPTION            | FY 09 ACTUAL   | FY 10 ACTUAL   | FY 11 ADOPTED BUDGET | FY 11 6 MONTHS ACTUAL | FY 11 PROJECTED ACTUAL | FY 12 ADOPTED BUDGET |
|--------------------------------|----------------|----------------|----------------------|-----------------------|------------------------|----------------------|
| PERSONNEL SERVICES             | 67,136         | 65,423         | 68,001               | 36,716                | 71,477                 | 68,629               |
| MATERIALS, SUPPLIES, SERVICES  | 599,210        | 861,394        | 685,093              | 287,711               | 720,258                | 650,231              |
| TOTAL OPERATING BUDGET         | 666,345        | 926,817        | 753,094              | 324,427               | 791,735                | 718,860              |
| CAPITAL                        | 4,348          | 714            | 1,000                | 4,171                 | 6,874                  | 7,700                |
| DEBT SERVICE                   | 0              | 3,044          | 0                    | 0                     | 0                      | 0                    |
| GRANTS & AIDS                  | 0              | 0              | 0                    | 0                     | 0                      | 0                    |
| OTHER NON-OPERATING EXPENSES   | 0              | 0              | 0                    | 0                     | 25,000                 | 0                    |
| TOTAL NON-OPERATING BUDGET     | 4,348          | 3,759          | 1,000                | 4,171                 | 31,874                 | 7,700                |
| <b>TOTAL DEPARTMENT BUDGET</b> | <b>670,693</b> | <b>930,576</b> | <b>754,094</b>       | <b>328,597</b>        | <b>823,609</b>         | <b>726,560</b>       |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### ENTERPRISE FUND-WATER DEPARTMENT

| ACCOUNT DESCRIPTION                        | FY 09<br>ACTUAL | FY 10<br>ACTUAL | FY 11<br>ADOPTED<br>BUDGET | FY 11<br>6 MONTHS<br>ACTUAL | FY 11<br>PROJECTED<br>ACTUAL | FY 12<br>ADOPTED<br>BUDGET |
|--|-----------------|-----------------|----------------------------|-----------------------------|------------------------------|----------------------------|
| Regular Salaries                           | 44,758          | 42,086          | 44,949                     | 22,387                      | 44,773                       | 44,273                     |
| Overtime                                   | 1,058           | 1,192           | 0                          | 2,178                       | 4,356                        | 4,000                      |
| Car Allowance                              | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Fica Tax                                   | 3,259           | 3,211           | 3,439                      | 1,830                       | 3,659                        | 3,387                      |
| Retirement Contribution                    | 4,270           | 4,344           | 4,809                      | 2,592                       | 4,347                        | 2,332                      |
| Health, Life, Dental & Disability Ins.     | 11,224          | 11,420          | 12,406                     | 6,052                       | 12,104                       | 12,284                     |
| Workers Compensation                       | 2,565           | 3,171           | 2,399                      | 1,678                       | 2,237                        | 2,352                      |
| <b>TOTAL PERSONNEL SERVICES</b>            | <b>67,136</b>   | <b>65,423</b>   | <b>68,001</b>              | <b>36,716</b>               | <b>71,477</b>                | <b>68,629</b>              |
| Professional Services                      | 0               | 6,250           | 0                          | 7,500                       | 15,000                       | 0                          |
| Water Purchases                            | 553,582         | 755,168         | 671,618                    | 264,023                     | 633,655                      | 606,748                    |
| R & M Vehicles                             | 162             | 979             | 350                        | 0                           | 0                            | 1,175                      |
| R & M Equipment                            | 174             | 71              | 500                        | 0                           | 0                            | 100                        |
| R & M Water Lines                          | 40,107          | 98,088          | 8,000                      | 19,183                      | 77,192                       | 33,095                     |
| Uniforms                                   | 687             | 588             | 775                        | 187                         | 775                          | 613                        |
| Gasoline, CNG & Oil                        | 1,469           | 2,068           | 1,750                      | 1,081                       | 2,161                        | 2,800                      |
| Tires                                      | 0               | 100             | 200                        | 0                           | 0                            | 250                        |
| Minor Tools and Equipment                  | 226             | 437             | 400                        | 143                         | 287                          | 250                        |
| Special Department Supplies                | 2,804           | 3,895           | 1,500                      | 3,094                       | 6,188                        | 5,200                      |
| <b>TOTAL MATERIALS, SUPPLIES, SERVICES</b> | <b>599,210</b>  | <b>861,394</b>  | <b>685,093</b>             | <b>287,711</b>              | <b>720,258</b>               | <b>650,231</b>             |
| <b>TOTAL OPERATING BUDGET</b>              | <b>666,345</b>  | <b>926,817</b>  | <b>753,094</b>             | <b>324,427</b>              | <b>791,735</b>               | <b>718,860</b>             |
| Machinery & Equipment                      | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Water Meters                               | 4,348           | 714             | 1,000                      | 4,171                       | 6,874                        | 7,700                      |
| <b>TOTAL CAPITAL OUTLAYS</b>               | <b>4,348</b>    | <b>714</b>      | <b>1,000</b>               | <b>4,171</b>                | <b>6,874</b>                 | <b>7,700</b>               |
| Lease Purchase Principal                   | 0               | 2,891           | 0                          | 0                           | 0                            | 0                          |
| Lease Interest                             | 0               | 153             | 0                          | 0                           | 0                            | 0                          |
| <b>DEBT SERVICE</b>                        | <b>0</b>        | <b>3,044</b>    | <b>0</b>                   | <b>0</b>                    | <b>0</b>                     | <b>0</b>                   |
| <b>GRANTS &amp; AIDS</b>                   | <b>0</b>        | <b>0</b>        | <b>0</b>                   | <b>0</b>                    | <b>0</b>                     | <b>0</b>                   |
| Water Improvements Trust Fund              | 0               | 0               | 0                          | 0                           | 25,000                       | 0                          |
| <b>OTHER NON-OPERATING EXPENSES</b>        | <b>0</b>        | <b>0</b>        | <b>0</b>                   | <b>0</b>                    | <b>25,000</b>                | <b>0</b>                   |
| <b>TOTAL NON-OPERATING BUDGET</b>          | <b>4,348</b>    | <b>3,759</b>    | <b>1,000</b>               | <b>4,171</b>                | <b>31,874</b>                | <b>7,700</b>               |
| <b>TOTAL DEPARTMENT BUDGET</b>             | <b>670,693</b>  | <b>930,576</b>  | <b>754,094</b>             | <b>328,597</b>              | <b>823,609</b>               | <b>726,560</b>             |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### 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 Machine 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.*

#### DESCRIPTION OF SERVICES & ACTIVITIES

- ❖ Maintain the City-wide sanitary sewer system. Sewage is pumped from three branch lift stations to the main pumping facility where it is re-pumped to the City of Miami Beach and ultimately to the Virginia Key Treatment Facility. The Sewer Division provides funding to support necessary City equipment and personnel, as well as to cover the cost to the City of Miami Beach for the transmission of the sewage to Virginia Key.

#### Expenditure Category Summary

| ACCOUNT DESCRIPTION            | FY 09<br>ACTUAL  | FY 10<br>ACTUAL  | FY 11<br>ADOPTED<br>BUDGET | FY 11<br>6 MONTHS<br>ACTUAL | FY 11<br>PROJECTED<br>ACTUAL | FY 12<br>ADOPTED<br>BUDGET |
|--------------------------------|------------------|------------------|----------------------------|-----------------------------|------------------------------|----------------------------|
| PERSONNEL SERVICES             | 210,422          | 222,055          | 148,057                    | 89,931                      | 172,420                      | 139,779                    |
| MATERIALS, SUPPLIES, SERVICES  | 716,995          | 1,185,536        | 876,490                    | 373,598                     | 1,098,709                    | 783,325                    |
| TOTAL OPERATING BUDGET         | 927,417          | 1,407,591        | 1,024,547                  | 463,529                     | 1,271,129                    | 923,104                    |
| CAPITAL                        | 0                | 0                | 0                          | 0                           | 0                            | 0                          |
| DEBT SERVICE                   | 866              | 6,653            | 0                          | 0                           | 0                            | 0                          |
| GRANTS & AIDS                  | 0                | 0                | 0                          | 0                           | 0                            | 0                          |
| OTHER NON-OPERATING EXPENSES   | 218,436          | 151,029          | 0                          | 0                           | 0                            | 0                          |
| TOTAL NON-OPERATING BUDGET     | 219,302          | 157,682          | 0                          | 0                           | 0                            | 0                          |
| <b>TOTAL DEPARTMENT BUDGET</b> | <b>1,146,719</b> | <b>1,565,273</b> | <b>1,024,547</b>           | <b>463,529</b>              | <b>1,271,129</b>             | <b>923,104</b>             |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### ENTERPRISE FUND-SEWER DEPARTMENT

#### Expenditure Category Detail

| ACCOUNT DESCRIPTION                       | FY 09<br>ACTUAL  | FY 10<br>ACTUAL  | FY 11<br>ADOPTED<br>BUDGET | FY 11<br>6 MONTHS<br>ACTUAL | FY 11<br>PROJECTED<br>ACTUAL | FY 12<br>ADOPTED<br>BUDGET |
|---|------------------|------------------|----------------------------|-----------------------------|------------------------------|----------------------------|
| Regular Salaries                          | 94,270           | 108,946          | 93,618                     | 49,190                      | 98,379                       | 97,340                     |
| Overtime                                  | 59,399           | 47,929           | 0                          | 10,495                      | 18,279                       | 5,000                      |
| Car Allowance                             | 0                | 0                | 0                          | 0                           | 0                            | 0                          |
| Fica                                      | 11,065           | 11,610           | 7,162                      | 4,358                       | 8,716                        | 7,408                      |
| Retirement Contribution                   | 14,517           | 15,651           | 9,975                      | 6,267                       | 10,123                       | 5,079                      |
| Health, Life, Dental, Disability Ins.     | 25,884           | 31,340           | 32,325                     | 16,141                      | 32,281                       | 19,829                     |
| Workers' Compensation                     | 5,287            | 6,578            | 4,977                      | 3,481                       | 4,641                        | 5,123                      |
| <b>TOTAL PERSONNEL SERVICES</b>           | <b>210,422</b>   | <b>222,055</b>   | <b>148,057</b>             | <b>89,931</b>               | <b>172,420</b>               | <b>139,779</b>             |
| Engineering & Planning                    | 0                | 0                | 0                          | 0                           | 0                            | 0                          |
| Professional Services                     | 0                | 0                | 0                          | 0                           | 0                            | 0                          |
| Temporary Personnel                       | 356              | 957              | 1,200                      | 0                           | 0                            | 1,000                      |
| Travel, Conferences                       | 0                | 0                | 0                          | 0                           | 0                            | 0                          |
| Electric, Gas & WT                        | 56,323           | 48,256           | 45,000                     | 18,234                      | 43,763                       | 43,800                     |
| Sewerage Disposal                         | 491,769          | 1,068,766        | 752,450                    | 327,968                     | 752,450                      | 650,000                    |
| R & M Vehicles                            | 285              | 818              | 1,000                      | 1,810                       | 3,620                        | 2,500                      |
| R & M Equipment                           | 22,878           | 3,902            | 2,000                      | 6,454                       | 12,908                       | 9,600                      |
| R & M Building                            | 1,375            | 3,664            | 1,700                      | 0                           | 0                            | 500                        |
| R & M Lift Stations                       | 8,125            | 27,049           | 5,000                      | 5,079                       | 10,158                       | 7,600                      |
| R & M Sewer Lines                         | 83,672           | (31,815)         | 7,000                      | 0                           | 7,000                        | 7,000                      |
| Uniforms                                  | 1,179            | 1,091            | 1,290                      | 668                         | 1,336                        | 1,225                      |
| Gasoline, CNG & Oil                       | 6,249            | 8,238            | 7,000                      | 3,281                       | 6,562                        | 7,500                      |
| Tires                                     | 80               | 497              | 300                        | 0                           | 0                            | 300                        |
| Chemicals                                 | 2,803            | 577              | 800                        | 386                         | 771                          | 600                        |
| Minor Tools & Equipment                   | 0                | 3,384            | 750                        | 150                         | 300                          | 700                        |
| Special Department Supplies               | 1,009            | 3,201            | 1,000                      | 504                         | 1,007                        | 1,000                      |
| Miscellaneous                             | 0                | 0                | 0                          | 0                           | 0                            | 0                          |
| Contingency                               | 40,893           | 46,951           | 50,000                     | 9,064                       | 258,833                      | 50,000                     |
| <b>TOTAL MATERIALS, SUPPLIES, SVCS</b>    | <b>716,995</b>   | <b>1,185,536</b> | <b>876,490</b>             | <b>373,598</b>              | <b>1,098,709</b>             | <b>783,325</b>             |
| <b>TOTAL OPERATING BUDGET</b>             | <b>927,417</b>   | <b>1,407,591</b> | <b>1,024,547</b>           | <b>463,529</b>              | <b>1,271,129</b>             | <b>923,104</b>             |
| Improvements Other than Bldg              | 0                | 0                | 0                          | 0                           | 0                            | 0                          |
| Machinery & Equipment                     | 0                | 0                | 0                          | 0                           | 0                            | 0                          |
| <b>TOTAL CAPITAL OUTLAYS</b>              | <b>0</b>         | <b>0</b>         | <b>0</b>                   | <b>0</b>                    | <b>0</b>                     | <b>0</b>                   |
| Principal                                 | (0)              | 6,376.74         | 0                          | 0                           | 0                            | 0                          |
| Interest                                  | 866              | 276              | 0                          | 0                           | 0                            | 0                          |
| <b>DEBT SERVICE</b>                       | <b>866</b>       | <b>6,653</b>     | <b>0</b>                   | <b>0</b>                    | <b>0</b>                     | <b>0</b>                   |
| GRANTS & AIDS                             | 0                | 0                | 0                          | 0                           | 0                            | 0                          |
| Transfers to Sewer Trust                  | 218,436          | 151,029          | 0                          | 0                           | 0                            | 0                          |
| <b>TOTAL OTHER NON-OPERATING EXPENSES</b> | <b>218,436</b>   | <b>151,029</b>   | <b>0</b>                   | <b>0</b>                    | <b>0</b>                     | <b>0</b>                   |
| <b>TOTAL NON OPERATING BUDGET</b>         | <b>219,302</b>   | <b>157,682</b>   | <b>0</b>                   | <b>0</b>                    | <b>0</b>                     | <b>0</b>                   |
| <b>TOTAL DEPARTMENT BUDGET</b>            | <b>1,146,719</b> | <b>1,565,273</b> | <b>1,024,547</b>           | <b>463,529</b>              | <b>1,271,129</b>             | <b>923,104</b>             |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### ENTERPRISE FUND-SANITATION DEPARTMENT

#### DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

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

#### PERFORMANCE INDICATORS

Analyze the amount of waste collected and modify the collection schedule as needed.

#### DEPARTMENT GOALS

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

#### 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.

| Performance Measures/Indicators | FY 2010 Actual | FY 2011 Actual | FY 2011 Estimated |
|---------------------------------|----------------|----------------|-------------------|
| Multi-Family Recycling Tonnage  | NA             | 161.09 Tons    | 177.20 tons       |

#### Expenditure Category Summary

| ACCOUNT DESCRIPTION            | FY 09 ACTUAL   | FY 10 ACTUAL   | FY 11 ADOPTED BUDGET | FY 11 6 MONTHS ACTUAL | FY 11 PROJECTED ACTUAL | FY 12 ADOPTED BUDGET |
|--------------------------------|----------------|----------------|----------------------|-----------------------|------------------------|----------------------|
| PERSONNEL SERVICES             | 352,950        | 347,012        | 66,200               | 150,950               | 297,915                | 251,398              |
| MATERIALS, SUPPLIES, SERVICES  | 459,295        | 487,896        | 633,853              | 212,491               | 461,888                | 445,602              |
| TOTAL OPERATING BUDGET         | 812,245        | 834,909        | 700,053              | 363,441               | 759,802                | 697,000              |
| CAPITAL                        | 702            | 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     | 702            | 0              | 0                    | 0                     | 0                      | 0                    |
| <b>TOTAL DEPARTMENT BUDGET</b> | <b>812,947</b> | <b>834,909</b> | <b>700,053</b>       | <b>363,441</b>        | <b>759,802</b>         | <b>697,000</b>       |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### ENTERPRISE FUND-SANITATION DEPARTMENT

| ACCOUNT DESCRIPTION                        | FY 09<br>ACTUAL | FY 10<br>ACTUAL | FY 11<br>ADOPTED<br>BUDGET | FY 11<br>6 MONTHS<br>ACTUAL | FY 11<br>PROJECTED<br>ACTUAL | FY 12<br>ADOPTED<br>BUDGET |
|--|-----------------|-----------------|----------------------------|-----------------------------|------------------------------|----------------------------|
| Regular Salaries                           | 234,749         | 221,593         | 51,765                     | 107,968                     | 191,725                      | 171,477                    |
| Overtime                                   | 774             | (650)           | 0                          | 198                         | 396                          | 0                          |
| Car Allowance                              | (118)           | 0               | 0                          | 0                           | 0                            | 0                          |
| Fica                                       | 16,983          | 16,734          | 4,470                      | 8,207                       | 14,409                       | 13,118                     |
| Retirement Contribution                    | 26,843          | 26,550          | 6,293                      | 13,385                      | 19,952                       | 8,949                      |
| Life, Health, Dental, Disability Ins.      | 36,467          | 39,221          | 3,317                      | 20,940                      | 41,869                       | 34,766                     |
| Workers' Compensation                      | 37,252          | 43,566          | 354                        | 253                         | 29,565                       | 23,088                     |
| Unemployment                               | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| <b>TOTAL PERSONNEL SERVICES</b>            | <b>352,950</b>  | <b>347,012</b>  | <b>66,200</b>              | <b>150,950</b>              | <b>297,915</b>               | <b>251,398</b>             |
| Professional Services                      | 0               | 0               | 496,101                    | 28                          | 56                           | 0                          |
| Temporary Personnel                        | 37,444          | 44,313          | 0                          | 18,358                      | 44,549                       | 45,000                     |
| Telephone                                  | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Solid Waste Disposal                       | 280,257         | 280,769         | 0                          | 128,077                     | 278,831                      | 280,000                    |
| Recycling Service Contract                 | 71,818          | 71,897          | 54,900                     | 34,220                      | 71,608                       | 71,366                     |
| R & M Vehicles                             | 23,803          | 42,861          | 68,552                     | 15,049                      | 30,098                       | 7,000                      |
| R & M Equipment                            | 14,027          | 12,051          | 6,000                      | 6,251                       | 12,502                       | 9,400                      |
| Uniforms                                   | 3,022           | 2,959           | 2,200                      | 853                         | 1,706                        | 2,036                      |
| Gasoline, CNG & Oil                        | 19,405          | 22,344          | 250                        | 8,269                       | 16,539                       | 24,000                     |
| Tires                                      | 7,840           | 8,165           | 3,250                      | 1,699                       | 3,398                        | 3,400                      |
| Chemicals                                  | 685             | 2,051           | 2,200                      | (314)                       | 2,200                        | 2,000                      |
| Special Department Supplies                | 993             | 487             | 400                        | 0                           | 400                          | 400                        |
| Education & Training                       | 0               | 0               | 0                          | 0                           | 0                            | 1,000                      |
| <b>TOTAL MATERIALS, SUPPLIES, SERVICES</b> | <b>459,295</b>  | <b>487,896</b>  | <b>633,853</b>             | <b>212,491</b>              | <b>461,888</b>               | <b>445,602</b>             |
| <b>TOTAL OPERATING BUDGET</b>              | <b>812,245</b>  | <b>834,909</b>  | <b>700,053</b>             | <b>363,441</b>              | <b>759,802</b>               | <b>697,000</b>             |
| Other Machinery & Equipment                | 702             | 0               | 0                          | 0                           | 0                            | 0                          |
| <b>TOTAL CAPITAL</b>                       | <b>702</b>      | <b>0</b>        | <b>0</b>                   | <b>0</b>                    | <b>0</b>                     | <b>0</b>                   |
| Lease Purchase Principal                   | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Lease Purchase Interest                    | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| <b>TOTAL DEBT SERVICE</b>                  | <b>0</b>        | <b>0</b>        | <b>0</b>                   | <b>0</b>                    | <b>0</b>                     | <b>0</b>                   |
| <b>GRANTS &amp; AIDS</b>                   | <b>0</b>        | <b>0</b>        | <b>0</b>                   | <b>0</b>                    | <b>0</b>                     | <b>0</b>                   |
| Transfers to General Fund                  | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| <b>OTHER NON-OPERATING EXPENSES</b>        | <b>0</b>        | <b>0</b>        | <b>0</b>                   | <b>0</b>                    | <b>0</b>                     | <b>0</b>                   |
| <b>TOTAL NON OPERATING BUDGET</b>          | <b>702</b>      | <b>0</b>        | <b>0</b>                   | <b>0</b>                    | <b>0</b>                     | <b>0</b>                   |
| <b>TOTAL DEPARTMENT BUDGET</b>             | <b>812,947</b>  | <b>834,909</b>  | <b>700,053</b>             | <b>363,441</b>              | <b>759,802</b>               | <b>697,000</b>             |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### ENTERPRISE FUND-STORMWATER FUND

#### DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

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

#### DEPARTMENT GOALS

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

#### DESCRIPTION OF SERVICES AND ACTIVITIES

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

### Expenditure Category Summary

| ACCOUNT DESCRIPTION            | FY 09<br>ACTUAL | FY 10<br>ACTUAL | FY 11<br>ADOPTED<br>BUDGET | FY 11<br>6 MONTHS<br>ACTUAL | FY 11<br>PROJECTED<br>ACTUAL | FY 12<br>ADOPTED<br>BUDGET |
|--------------------------------|-----------------|-----------------|----------------------------|-----------------------------|------------------------------|----------------------------|
| PERSONNEL SERVICES             | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| MATERIALS, SUPPLIES, SERVICES  | 54,120          | 15,590          | 25,947                     | 7,765                       | 19,861                       | 25,100                     |
| TOTAL OPERATING BUDGET         | 54,120          | 15,590          | 25,947                     | 7,765                       | 19,861                       | 25,100                     |
| CAPITAL                        | 0               | 44,055          | 46,053                     | 56,678                      | 124,167                      | 46,000                     |
| DEBT SERVICE                   | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| GRANTS & AIDS                  | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| OTHER NON-OPERATING EXPENSES   | 0               | 1,422           | 0                          | 1,005                       | 5,000                        | 23,200                     |
| TOTAL NON-OPERATING BUDGET     | 0               | 45,477          | 46,053                     | 57,683                      | 129,167                      | 69,200                     |
| <b>TOTAL DEPARTMENT BUDGET</b> | <b>54,121</b>   | <b>61,067</b>   | <b>72,000</b>              | <b>65,448</b>               | <b>149,027</b>               | <b>94,300</b>              |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### ENTERPRISE FUND-STORMWATER FUND

#### Expenditure Category Detail

| ACCOUNT DESCRIPTION                        | FY 09<br>ACTUAL | FY 10<br>ACTUAL | FY 11<br>ADOPTED<br>BUDGET | FY 11<br>6 MONTHS<br>ACTUAL | FY 11<br>PROJECTED<br>ACTUAL | FY 12<br>ADOPTED<br>BUDGET |
|--|-----------------|-----------------|----------------------------|-----------------------------|------------------------------|----------------------------|
| Regular Salaries                           | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Overtime                                   | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| FICA Tax                                   | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Retirement Contribution                    | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Life, Health, Dental, Disability Ins.      | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Workers' Compensation                      | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| <b>TOTAL PERSONNEL SERVICES</b>            | <b>0</b>        | <b>0</b>        | <b>0</b>                   | <b>0</b>                    | <b>0</b>                     | <b>0</b>                   |
| Storm Water Compliance                     | 5,612           | 5,612           | 5,400                      | 5,612                       | 5,612                        | 6,000                      |
| General Overhead                           | 0               | 30              | 0                          | 0                           | 0                            | 0                          |
| Electric, Gas & Water                      | 148             | 170             | 597                        | 49                          | 90                           | 250                        |
| Depreciation of Equipment                  | 23,704          | 0               | 0                          | 0                           | 0                            | 0                          |
| R & M Vehicles                             | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| R & M Equipment                            | 4,213           | 6,843           | 2,500                      | 0                           | 0                            | 2,500                      |
| R & M Lines                                | 13,794          | 0               | 7,500                      | 2,104                       | 4,209                        | 7,000                      |
| Gas & Oil                                  | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Tires                                      | 0               | 0               | 450                        | 0                           | 450                          | 350                        |
| Minor tools and equipment                  | 240             | 0               | 0                          | 0                           | 0                            | 0                          |
| Bad Debt                                   | 129             | 0               | 0                          | 0                           | 0                            | 0                          |
| Miscellaneous                              | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Contingency                                | 6,280           | 2,936           | 9,500                      | 0                           | 9,500                        | 9,000                      |
| <b>TOTAL MATERIALS, SUPPLIES, SERVICES</b> | <b>54,120</b>   | <b>15,590</b>   | <b>25,947</b>              | <b>7,765</b>                | <b>19,861</b>                | <b>25,100</b>              |
| <b>TOTAL OPERATING BUDGET</b>              | <b>54,120</b>   | <b>15,590</b>   | <b>25,947</b>              | <b>7,765</b>                | <b>19,861</b>                | <b>25,100</b>              |
| Other Machinery & Equipment                | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Vehicles                                   | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Storm Drains                               | 0               | 44,055          | 46,053                     | 56,678                      | 124,167                      | 46,000                     |
| <b>TOTAL CAPITAL</b>                       | <b>0</b>        | <b>44,055</b>   | <b>46,053</b>              | <b>56,678</b>               | <b>124,167</b>               | <b>46,000</b>              |
| Loan Principal                             | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Loan Interest                              | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| <b>TOTAL DEBT SERVICE</b>                  | <b>0</b>        | <b>0</b>        | <b>0</b>                   | <b>0</b>                    | <b>0</b>                     | <b>0</b>                   |
| Grants and Aids                            | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| <b>TOTAL GRANTS &amp; AIDS</b>             | <b>0</b>        | <b>0</b>        | <b>0</b>                   | <b>0</b>                    | <b>0</b>                     | <b>0</b>                   |
| Bad Debts                                  | 0               | 1,422           | 0                          | 1,005                       | 5,000                        | 0                          |
| Reserves                                   | 0               | 0               | 0                          | 0                           | 0                            | 23,200                     |
| <b>TOTAL OTHER NON-OPERATING EXPENSES</b>  | <b>0</b>        | <b>1,422</b>    | <b>0</b>                   | <b>1,005</b>                | <b>5,000</b>                 | <b>23,200</b>              |
| <b>TOTAL NON OPERATING BUDGET</b>          | <b>0</b>        | <b>45,477</b>   | <b>46,053</b>              | <b>57,683</b>               | <b>129,167</b>               | <b>69,200</b>              |
| <b>TOTAL DEPARTMENT BUDGET</b>             | <b>54,120</b>   | <b>61,067</b>   | <b>72,000</b>              | <b>65,448</b>               | <b>149,027</b>               | <b>94,300</b>              |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### ENTERPRISE FUND-WATER IMPROVEMENTS TRUST FUND

#### DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

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

#### DESCRIPTION OF SERVICES AND ACTIVITIES

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

#### DEPARTMENT GOALS

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

#### Expenditure Category Summary

| ACCOUNT DESCRIPTION            | FY 09<br>ACTUAL | FY 10<br>ACTUAL | FY 11<br>ADOPTED<br>BUDGET | FY 11<br>6 MONTHS<br>ACTUAL | FY 11<br>PROJECTED<br>ACTUAL | FY 12<br>ADOPTED<br>BUDGET |
|--------------------------------|-----------------|-----------------|----------------------------|-----------------------------|------------------------------|----------------------------|
| PERSONNEL SERVICES             | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| MATERIALS, SUPPLIES, SERVICES  | 5,679           | 0               | 0                          | 0                           | 0                            | 0                          |
| TOTAL OPERATING BUDGET         | 5,679           | 0               | 0                          | 0                           | 0                            | 0                          |
| CAPITAL                        | 0               | 0               | 25,000                     | 0                           | 25,000                       | 25,000                     |
| 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     | 0               | 0               | 25,000                     | 0                           | 25,000                       | 25,000                     |
| <b>TOTAL DEPARTMENT BUDGET</b> | <b>5,679</b>    | <b>0</b>        | <b>25,000</b>              | <b>0</b>                    | <b>25,000</b>                | <b>25,000</b>              |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### *ENTERPRISE FUND-WATER IMPROVEMENTS TRUST FUND*

#### Expenditure Category Detail

| ACCOUNT DESCRIPTION                 | FY 09<br>ACTUAL | FY 10<br>ACTUAL | FY 11<br>ADOPTED<br>BUDGET | FY 11<br>6 MONTHS<br>ACTUAL | FY 11<br>PROJECTED<br>ACTUAL | FY 12<br>ADOPTED<br>BUDGET |
|-------------------------------------|-----------------|-----------------|----------------------------|-----------------------------|------------------------------|----------------------------|
| Regular Salaries                    | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| TOTAL PERSONNEL SERVICES            | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Depreciation -Water Lines           | 5,679           | 0               | 0                          | 0                           | 0                            | 0                          |
| Contingency                         | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| TOTAL MATERIALS, SUPPLIES, SERVICES | 5,679           | 0               | 0                          | 0                           | 0                            | 0                          |
| TOTAL OPERATING BUDGET              | 5,679           | 0               | 0                          | 0                           | 0                            | 0                          |
| Water Lateral /Meter Replacements   | 0               | 0               | 25,000                     | 0                           | 25,000                       | 25,000                     |
| TOTAL CAPITAL                       | 0               | 0               | 25,000                     | 0                           | 25,000                       | 25,000                     |
| 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          | 0               | 0               | 25,000                     | 0                           | 25,000                       | 25,000                     |
| <b>TOTAL DEPARTMENT BUDGET</b>      | <b>5,679</b>    | <b>0</b>        | <b>25,000</b>              | <b>0</b>                    | <b>25,000</b>                | <b>25,000</b>              |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### ENTERPRISE FUND-SEWER IMPROVEMENTS TRUST FUND

#### DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

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

#### DESCRIPTION OF SERVICES AND ACTIVITIES

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

#### DEPARTMENT GOALS

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

#### Expenditure Category Summary

| ACCOUNT DESCRIPTION                | FY 09<br>ACTUAL    | FY 10<br>ACTUAL      | FY 11<br>ADOPTED<br>BUDGET | FY 11<br>6 MONTHS<br>ACTUAL | FY 11<br>PROJECTED<br>ACTUAL | FY 12<br>ADOPTED<br>BUDGET |
|------------------------------------|--------------------|----------------------|----------------------------|-----------------------------|------------------------------|----------------------------|
| PERSONNEL SERVICES                 | 0                  | 0                    | 0                          | 0                           | 0                            | 0                          |
| MATERIALS, SUPPLIES, SERVICES      | 144,684            | 6                    | 0                          | 0                           | 0                            | 0                          |
| TOTAL OPERATING BUDGET             | 144,684            | 6                    | 0                          | 0                           | 0                            | 0                          |
| <br>CAPITAL                        | <br>2,240          | <br>2,440,663        | <br>4,848,971              | <br>1,708,427               | <br>3,382,533                | <br>425,513                |
| DEBT SERVICE                       | 30,329             | 151,029              | 183,958                    | 41,718                      | 183,958                      | 151,029                    |
| GRANTS & AIDS                      | 0                  | 0                    | 0                          | 0                           | 0                            | 0                          |
| OTHER NON-OPERATING EXPENSES       | 0                  | 0                    | 0                          | 0                           | 0                            | 0                          |
| <br>TOTAL NON-OPERATING BUDGET     | <br>32,569         | <br>2,591,692        | <br>5,032,929              | <br>1,750,145               | <br>3,566,491                | <br>576,542                |
| <br><b>TOTAL DEPARTMENT BUDGET</b> | <br><b>177,253</b> | <br><b>2,591,698</b> | <br><b>5,032,929</b>       | <br><b>1,750,145</b>        | <br><b>3,566,491</b>         | <br><b>576,542</b>         |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### ENTERPRISE FUND-SEWER IMPROVEMENTS TRUST FUND

|                                    |
|------------------------------------|
| <b>Expenditure Category Detail</b> |
|------------------------------------|

| ACCOUNT DESCRIPTION                 | FY 09<br>ACTUAL | FY 10<br>ACTUAL  | FY 11<br>ADOPTED<br>BUDGET | FY 11<br>6 MONTHS<br>ACTUAL | FY 11<br>PROJECTED<br>ACTUAL | FY 12<br>ADOPTED<br>BUDGET |
|-------------------------------------|-----------------|------------------|----------------------------|-----------------------------|------------------------------|----------------------------|
| TOTAL PERSONNEL SERVICES            | 0               | 0                | 0                          | 0                           | 0                            | 0                          |
| Depreciation Equipment              | 142,590         | 0                | 0                          | 0                           | 0                            | 0                          |
| Amortizarion Expense                | 2,094           | 0                | 0                          | 0                           | 0                            | 0                          |
| TOTAL MATERIALS, SUPPLIES, SERVICES | 144,684         | 6                | 0                          | 0                           | 0                            | 0                          |
| TOTAL OPERATING BUDGET              | 144,684         | 6                | 0                          | 0                           | 0                            | 0                          |
| Utilities Relocation                | 0               | 271,803          | 0                          | 0                           | 0                            | 52,774                     |
| Sewer Mains Clnng, Videoing & Rehab | 0               | 70,988           | 248,971                    | 40,780                      | 248,971                      | 162,739                    |
| Sewer Improvement Project           | 1,200           | 1,149,284        | 0                          | 11,900                      | 23,800                       | 100,000                    |
| West Bound Sewer Transmission       | 1,040           | 948,588          | 4,600,000                  | 1,655,747                   | 3,109,762                    | 110,000                    |
| TOTAL CAPITAL                       | 2,240           | 2,440,663        | 4,848,971                  | 1,708,427                   | 3,382,533                    | 425,513                    |
| Loan Principal                      | 0               | 123,338          | 159,627                    | 35,914                      | 159,627                      | 130,392                    |
| Loan Interest                       | 30,329          | 27,691           | 24,331                     | 5,804                       | 24,331                       | 20,637                     |
| TOTAL DEBT SERVICE                  | 30,329          | 151,029          | 183,958                    | 41,718                      | 183,958                      | 151,029                    |
| GRANTS & AIDS                       | 0               | 0                | 0                          | 0                           | 0                            | 0                          |
| OTHER NON-OPERATING EXPENSES        | 0               | 0                | 0                          | 0                           | 0                            | 0                          |
| TOTAL NON OPERATING BUDGET          | 32,569          | 2,591,692        | 5,032,929                  | 1,750,145                   | 3,566,491                    | 576,542                    |
| <b>TOTAL DEPARTMENT BUDGET</b>      | <b>177,253</b>  | <b>2,591,698</b> | <b>5,032,929</b>           | <b>1,750,145</b>            | <b>3,566,491</b>             | <b>576,542</b>             |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### ENTERPRISE FUND-SANITATION IMPROVEMENTS TRUST FUND

#### DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

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

#### DEPARTMENT GOALS

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

#### DESCRIPTION OF SERVICES AND ACTIVITIES

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

#### Expenditure Category Summary

| ACCOUNT DESCRIPTION            | FY 09<br>ACTUAL | FY 10<br>ACTUAL | FY 11<br>ADOPTED<br>BUDGET | FY 11<br>6 MONTHS<br>ACTUAL | FY 11<br>PROJECTED<br>ACTUAL | FY 12<br>ADOPTED<br>BUDGET |
|--------------------------------|-----------------|-----------------|----------------------------|-----------------------------|------------------------------|----------------------------|
| PERSONNEL SERVICES             | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| MATERIALS, SUPPLIES, SERVICES  | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| TOTAL OPERATING BUDGET         | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| CAPITAL                        | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| DEBT SERVICE                   | 0               | 0               | 0                          | 0                           | 0                            | 63,000                     |
| 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                            | 63,000                     |
| <b>TOTAL DEPARTMENT BUDGET</b> | <b>0</b>        | <b>0</b>        | <b>0</b>                   | <b>0</b>                    | <b>0</b>                     | <b>63,000</b>              |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### ENTERPRISE FUND-SANITATION IMPROVEMENTS TRUST FUND

#### Expenditure Category Detail

| ACCOUNT DESCRIPTION            | FY 09<br>ACTUAL | FY 10<br>ACTUAL | FY 11<br>ADOPTED<br>BUDGET | FY 11<br>6 MONTHS<br>ACTUAL | FY 11<br>PROJECTED<br>ACTUAL | FY 12<br>ADOPTED<br>BUDGET |
|--------------------------------|-----------------|-----------------|----------------------------|-----------------------------|------------------------------|----------------------------|
| TOTAL PERSONNEL SERVICES       | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| MATERIALS, SUPPLIES, SERVICES  | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| TOTAL OPERATING BUDGET         | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Other Machinery & Equipment    | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| TOTAL CAPITAL                  | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| DENT INTEREST                  | 0               | 0               | 0                          | 0                           | 0                            | 3,000                      |
| 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                            | 63,000                     |
| <b>TOTAL DEPARTMENT BUDGET</b> | <b>0</b>        | <b>0</b>        | <b>0</b>                   | <b>0</b>                    | <b>0</b>                     | <b>63,000</b>              |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### DEBT SERVICE FUND

#### DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

This Fund accounts for revenues and debt service expenditures associated with the City's Series 2008 Debt Interest and the City's 2010 Refunding Note Project Fund.

#### DESCRIPTION OF SERVICES & ACTIVITIES

- ❖ This fund will continue to account for payments of debt service expenditure on City 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 09<br>ACTUAL | FY 10<br>ACTUAL | FY 11<br>ADOPTED<br>BUDGET | FY 11<br>6 MONTHS<br>ACTUAL | FY 11<br>PROJECTED<br>ACTUAL | FY 12<br>ADOPTED<br>BUDGET |
|--------------------------------|-----------------|-----------------|----------------------------|-----------------------------|------------------------------|----------------------------|
| TOTAL PERSONNEL SERVICES       | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| MATERIALS, SUPPLIES, SERVICES  | 1,025           | 1,388           | 3,000                      | 1,085                       | 2,170                        | 0                          |
| TOTAL OPERATING BUDGET         | 1,025           | 1,388           | 3,000                      | 1,085                       | 2,170                        | 0                          |
| CAPITAL                        | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| DEBT SERVICE                   | 132,750         | 454,375         | 329,108                    | 4,063                       | 329,108                      | 756,803                    |
| GRANTS & AIDS                  | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| OTHER NON-OPERATING EXPENSES   | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| TOTAL NON-OPERATING BUDGET     | 132,750         | 454,375         | 329,108                    | 4,063                       | 329,108                      | 756,803                    |
| <b>TOTAL DEPARTMENT BUDGET</b> | <b>133,775</b>  | <b>455,763</b>  | <b>332,108</b>             | <b>5,148</b>                | <b>331,278</b>               | <b>756,803</b>             |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### DEBT SERVICE FUND

| ACCOUNT DESCRIPTION             | FY 09<br>ACTUAL | FY 10<br>ACTUAL | FY 11<br>ADOPTED<br>BUDGET | FY 11<br>6 MONTHS<br>ACTUAL | FY 11<br>PROJECTED<br>ACTUAL | FY 12<br>ADOPTED<br>BUDGET |
|---------------------------------|-----------------|-----------------|----------------------------|-----------------------------|------------------------------|----------------------------|
| TOTAL PERSONNEL SERVICES        | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| Professional Services           | 1,025           | 1,388           | 3,000                      | 1,085                       | 2,170                        | 0                          |
| TOTAL MATERIALS, SUPPLIES, SVCS | 1,025           | 1,388           | 3,000                      | 1,085                       | 2,170                        | 0                          |
| TOTAL OPERATING BUDGET          | 1,025           | 1,388           | 3,000                      | 1,085                       | 2,170                        | 0                          |
| TOTAL CAPITAL                   | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| G/O Bonds Principal             | 110,000         | 125,000         | 180,000                    | 0                           | 180,000                      | 460,987                    |
| G/O Bonds Interest              | 22,750          | 329,375         | 149,108                    | 4,063                       | 149,108                      | 295,816                    |
| G/O Bonds Miscellaneous Fees    | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| TOTAL DEBT SERVICE              | 132,750         | 454,375         | 329,108                    | 4,063                       | 329,108                      | 756,803                    |
| GRANTS & AIDS                   | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| OTHER NON-OPERATING EXPENSES    | 0               | 0               | 0                          | 0                           | 0                            | 0                          |
| TOTAL NON OPERATING BUDGET      | 132,750         | 454,375         | 329,108                    | 4,063                       | 329,108                      | 756,803                    |
| <b>TOTAL DEPARTMENT BUDGET</b>  | <b>133,775</b>  | <b>455,763</b>  | <b>332,108</b>             | <b>5,148</b>                | <b>331,278</b>               | <b>756,803</b>             |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### CAPITAL SUMMARY

| FUNDING SOURCE<br>FUND                     | 2011-2012<br>DESCRIPTION                                   | Prior Years      | 2011-2012        | 2012-2013        | 2013-2014         | 2014-2015        |
|--|--|------------------|------------------|------------------|-------------------|------------------|
| <b>15-TRANSPORTATION FUND</b>              |  |                  |                  |                  |                   |                  |
|  | Name: Treasure Island Resurfacing of Streets               | 0                | 51,818           | 52,283           | 0                 | 0                |
|  | <b>TOTAL TRANSPORTATION FUND CAPITAL IMPROVEMENTS</b>      | <b>0</b>         | <b>51,818</b>    | <b>52,283</b>    | <b>0</b>          | <b>0</b>         |
| <b>25-CAPITAL IMPROVEMENTS FUND</b>        |  |                  |                  |                  |                   |                  |
|  | Name: Public Safety / Municipal Complex                    | 5,411            | 1,120,000        | 0                | 3,387,295         | 3,387,295        |
|  | Name: Kennedy Causeway Redevelopment Phase I               | 1,907,145        | 556,324          | 0                | 0                 | 0                |
|  | Name: Parks Facility                                       | 5,053,620        | 415,000          | 0                | 2,173,190         | 2,173,190        |
|  | Name: Intra-City Bus Stop & ADA Accessibility Enhancements | 0                | 65,000           | 0                | 0                 | 0                |
|  | Name: Intermodal Facility                                  | 0                | 475,000          | 0                | 0                 | 0                |
|  | Name: Underground Utility Lines Project                    | 0                | 0                | 3,000,000        | 6,100,000         | 0                |
|  | <b>TOTAL CAPITAL IMPROVEMENTS FUND</b>                     | <b>6,966,176</b> | <b>2,631,324</b> | <b>3,000,000</b> | <b>11,660,485</b> | <b>5,560,485</b> |
| <b>40-STORM WATER FUND</b>                 |  |                  |                  |                  |                   |                  |
|  | Name: Deep Injection Well System Repairs                   | 0                | 0                | 0                | 0                 | 0                |
|  | <b>TOTAL STORM WATER IMPROVEMENTS FUND</b>                 | <b>0</b>         | <b>0</b>         | <b>0</b>         | <b>0</b>          | <b>0</b>         |
| <b>60-WATER IMPROVEMENTS FUND</b>          |  |                  |                  |                  |                   |                  |
|  | Name: Water Lateral/Meter Replacement                      | 0                | 25,000           | 25,000           | 25,000            | 25,000           |
|  | <b>TOTAL WATER IMPROVEMENTS FUND CAPITAL IMPROVEMENTS</b>  | <b>0</b>         | <b>25,000</b>    | <b>25,000</b>    | <b>25,000</b>     | <b>25,000</b>    |
| <b>65-SEWER IMPROVEMENTS FUND</b>          |  |                  |                  |                  |                   |                  |
|  | Name: Harbor Island Pump Station Re-Route                  | 0                | 52,774           | 0                | 0                 | 0                |
|  | Name: Eastbound Force Main Out of Service                  | 0                | 110,000          | 0                | 0                 | 0                |
|  | Name: Sewer Mains Cleaning, Videoing & Rehabilitation      | 156,261          | 162,739          | 0                | 0                 | 0                |
|  | Name: Main Wastewater Pump Station Crane Installation      | 0                | 100,000          | 0                | 0                 | 0                |
|  | <b>TOTAL SEWER IMPROVEMENTS FUND CAPITAL IMPROVEMENTS</b>  | <b>156,261</b>   | <b>425,513</b>   | <b>0</b>         | <b>0</b>          | <b>0</b>         |
| <b>TOTAL ALL FUND CAPITAL IMPROVEMENTS</b> |  | <b>7,122,437</b> | <b>3,133,655</b> | <b>3,077,283</b> | <b>11,685,485</b> | <b>5,585,485</b> |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### CAPITAL IMPROVEMENTS

| Name: Treasure Island Resurfacing of Streets  | AMOUNT        | 51,818        |               |           |           |
|---|---------------|---------------|---------------|-----------|-----------|
| <b>DESCRIPTION:</b>   |               |               |               |           |           |
| FY 2012 Hispanola Avenue from N. Treasure Dr to K. Cswy   |               |               |               |           |           |
| FY 2013 Adventure Avenue from N. Treasure Drive to K. Cswy  |               |               |               |           |           |
| Milling Resurfacing and striping improvements in Treasure Island.   |               |               |               |           |           |
| <b>IMPACT OF CAPITAL IMPROVEMENTS ON GENERAL FUND OPERATING BUDGET:</b>   |               |               |               |           |           |
| 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. |               |               |               |           |           |
| <b>FUNDING SOURCES:</b>   | Prior Years   | 2011-2012     | 2012-2013     | 2013-2014 | 2014-2015 |
| Balance Forward   | 0             | 0             | 51,818        | 0         | 0         |
| CIP LOGT (Local Opt Gas Tax)  | 29,600        | 0             | 28,321        | 0         | 0         |
| CITT Fund - Surtax  | 22,218        | 0             | 23,962        | 0         | 0         |
| <b>TOTAL</b>  | <b>51,818</b> | <b>51,818</b> | <b>52,283</b> | <b>0</b>  | <b>0</b>  |
| <b>APPROPRIATION / COST CENTER</b>  |               |               |               |           |           |
| Planning and Design   | 0             | 0             | 0             | 0         | 0         |
| Construction  | 0             | 51,818        | 52,283        | 0         | 0         |
| Construction Administration   | 0             | 0             | 0             | 0         | 0         |
| <b>TOTAL</b>  | <b>0</b>      | <b>51,818</b> | <b>52,283</b> | <b>0</b>  | <b>0</b>  |
| <b>PROJECT BALANCE</b>  | <b>0</b>      | <b>51,818</b> | <b>0</b>      | <b>0</b>  | <b>0</b>  |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### CAPITAL IMPROVEMENTS

| Name: Public Safety / Municipal Complex   | AMOUNT           | 7,900,000        |           |                  |                  |
|---|------------------|------------------|-----------|------------------|------------------|
| <b>DESCRIPTION:</b>   |                  |                  |           |                  |                  |
| <p>Construction of a facility to house City administrative offices, Commission Chambers, the Police Department, a Fire Rescue Station and a community room, consolidated on City-owned property located at the former municipal facilities site on the Kennedy Causeway. The proposed complex will be constructed to LEED certification standards to deliver a green, energy efficient "landmark" building to serve City and County administrative and public safety functions.</p> |                  |                  |           |                  |                  |
| <b>IMPACT OF CAPITAL IMPROVEMENTS ON GENERAL FUND OPERATING BUDGET:</b>   |                  |                  |           |                  |                  |
| <p>The revenues for this project derived from the 2008 General Obligation Bond. The annual Debt Service millage rate has increased to be able to fund this project.</p>   |                  |                  |           |                  |                  |
| <b>FUNDING SOURCES:</b>   | Prior Years      | 2011-2012        | 2012-2013 | 2013-2014        | 2014-2015        |
| Balance Forward   | 0                | 1,120,000        | 0         | 0                | 0                |
| Debt Proceeds   | 1,125,411        | 0                | 0         | 3,387,295        | 3,387,295        |
| <b>TOTAL</b>  | <b>1,125,411</b> | <b>1,120,000</b> | <b>0</b>  | <b>3,387,295</b> | <b>3,387,295</b> |
| <b>APPROPRIATION / COST CENTER</b>  |                  |                  |           |                  |                  |
| Planning & Design   | 5,411            | 120,000          | 0         | 827,295          | 827,295          |
| Site Preparation  | 0                | 1,000,000        | 0         | 0                | 0                |
| Construction  | 0                | 0                | 0         | 2,560,000        | 2,560,000        |
| Construction Administration   | 0                | 0                | 0         | 0                | 0                |
| <b>TOTAL</b>  | <b>5,411</b>     | <b>1,120,000</b> | <b>0</b>  | <b>3,387,295</b> | <b>3,387,295</b> |
| <b>PROJECT BALANCE</b>  | <b>1,120,000</b> | <b>0</b>         | <b>0</b>  | <b>0</b>         | <b>0</b>         |
| <i>*Plus \$4,600,000 from County Fire Rescue Bonds, 2009 Sale.</i>  |                  |                  |           |                  |                  |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### CAPITAL IMPROVEMENTS

| Name: Kennedy Causeway Redevelopment Phase I   | AMOUNT           | 2,463,469      |           |           |           |
|--|------------------|----------------|-----------|-----------|-----------|
| <b>DESCRIPTION:</b>  |                  |                |           |           |           |
| <p>Redevelopment of the Kennedy Causeway to attract and retain new retail, office and service businesses includes an array of proposed improvements including traffic safety upgrades, waterside connectivity, and aesthetic enhancements to boost the core business district, attract more visitors and improve the quality of life for residents. Phase I of the project includes design and construction of landscape improvements at the west end of the Causeway, preparation of a master design concept to be implemented as funding becomes available, and construction of project components along the Causeway in accordance with a general obligation bond fund program, authorized by the voters in 2008.</p> |                  |                |           |           |           |
| <b>IMPACT OF CAPITAL IMPROVEMENTS ON GENERAL FUND OPERATING BUDGET:</b>  |                  |                |           |           |           |
| <p>The revenues for this project derived from the 2008 General Obligation Bond. The annual Debt Service millage rate has increased to be able to fund this project.</p>  |                  |                |           |           |           |
| <b>FUNDING SOURCES:</b>  |                  |                |           |           |           |
|  | Prior Years      | 2011-2012      | 2012-2013 | 2013-2014 | 2014-2015 |
| Balance Forward  | 0                | 259,735        |           |           |           |
| Miami-Dade Transit   | 0                | 65,081         | 0         | 0         | 0         |
| Debt Proceeds  | 2,000,000        | 0              | 0         | 0         | 0         |
| FDOT ARRA  | 31,880           | 122,378        | 0         | 0         | 0         |
| Other  | 0                | 109,130        | 0         | 0         | 0         |
| CITT   | 135,000          | 0              | 0         | 0         | 0         |
|  | 0                | 0              | 0         | 0         | 0         |
| <b>TOTAL</b>   | <b>2,166,880</b> | <b>556,324</b> | <b>0</b>  | <b>0</b>  | <b>0</b>  |
| <b>APPROPRIATION / COST CENTER</b>   |                  |                |           |           |           |
| Preliminary Engineering  | 42,650           | 0              | 0         | 0         | 0         |
| Design/Building  | 1,764,710        | 412,746        | 0         | 0         | 0         |
| Construction   | 31,880           | 122,378        | 0         | 0         | 0         |
| Construction Administration  | 66,704           | 0              | 0         | 0         | 0         |
| Engineer   | 0                | 21,200         | 0         | 0         | 0         |
| Signage  | 25               | 0              | 0         | 0         | 0         |
| Lift Station   | 1,176            | 0              | 0         | 0         | 0         |
| <b>TOTAL</b>   | <b>1,907,145</b> | <b>556,324</b> | <b>0</b>  | <b>0</b>  | <b>0</b>  |
| <b>PROJECT BALANCE</b>   | <b>259,735</b>   | <b>0</b>       | <b>0</b>  | <b>0</b>  | <b>0</b>  |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### CAPITAL IMPROVEMENTS

| Name: Parks Facility  | AMOUNT             |                  |                  |                  |                  | 9,815,000 |
|---|--------------------|------------------|------------------|------------------|------------------|-----------|
| <b>DESCRIPTION:</b>   |                    |                  |                  |                  |                  |           |
| Continued park development of a .51 acre waterfront parcel, acquired by the City for park purposes in September 2008. Minimal improvements were made to open the park to the public in April 2009. Proposed improvements during the next phase of the park's development include site grading, berming, installation of additional paver pathways to provide connections between park amenities, construction of a gazebo shelter, installation of a prefab restroom facility and playground equipment. |                    |                  |                  |                  |                  |           |
| <b>IMPACT OF CAPITAL IMPROVEMENTS ON GENERAL FUND OPERATING BUDGET:</b>   |                    |                  |                  |                  |                  |           |
| There is no effect on the General Fund Operating Budget because the funding source for this project derives from Miami-Dade General Obligation Bond.  |                    |                  |                  |                  |                  |           |
| <b>FUNDING SOURCES:</b>   |                    |                  |                  |                  |                  |           |
|   | <b>Prior Years</b> | <b>2011-2012</b> | <b>2012-2013</b> | <b>2013-2014</b> | <b>2014-2015</b> |           |
| Balance Forward   | 0                  | 0                | 0                | 0                | 0                |           |
| Debt Proceeds   | 5,053,620          | 0                | 0                | 2,173,190        | 2,173,190        |           |
| Miami-Dade Grant  | 0                  | 300,000          | 0                | 0                | 0                |           |
| FIND Grant  | 0                  | 55,000           | 0                | 0                | 0                |           |
| STATE DEP Grant   | 0                  | 60,000           | 0                | 0                | 0                |           |
| <b>TOTAL</b>  | <b>5,053,620</b>   | <b>415,000</b>   | <b>0</b>         | <b>2,173,190</b> | <b>2,173,190</b> |           |
| <b>APPROPRIATION / COST CENTER</b>  |                    |                  |                  |                  |                  |           |
| Land Acquisition  | 4,508,494          | 0                | 0                | 0                | 1,938,771        |           |
| Soft Cost   | 358,759            | 0                | 0                | 0                | 0                |           |
| Construction  | 160,737            | 415,000          | 0                | 2,173,190        | 234,419          |           |
| Construction Administration   | 25,630             | 0                | 0                | 0                | 0                |           |
| <b>TOTAL</b>  | <b>5,053,620</b>   | <b>415,000</b>   | <b>0</b>         | <b>2,173,190</b> | <b>2,173,190</b> |           |
| <b>PROJECT BALANCE</b>  | <b>0</b>           | <b>0</b>         | <b>0</b>         | <b>0</b>         | <b>0</b>         |           |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### **CAPITAL IMPROVEMENTS**

| Name: Intra-City Bus Stop & ADA Accessibility Enhancements  | AMOUNT      |               |           |           |           | 65,000 |
|---|-------------|---------------|-----------|-----------|-----------|--------|
| <b>DESCRIPTION:</b>   |             |               |           |           |           |        |
| Installation of sidewalk connections where there are missing or broken portions of the sidewalk and ADA curb ramps where sidewalks connect to City bus stops. In addition, physical improvements at approximately two City bus stops in the City. It will include installation of signage, benches and trash receptacles to provide easily identifiable and comfortable places to wait for City transportation. |             |               |           |           |           |        |
| <b>FUNDING SOURCES:</b>   | Prior Years | 2011-2012     | 2012-2013 | 2013-2014 | 2014-2015 |        |
| Debt Proceeds   |             |               |           |           |           |        |
| MDT ARRA Grant  | 0           | 65,000        | 0         | 0         | 0         |        |
| <b>TOTAL</b>  | <b>0</b>    | <b>65,000</b> | <b>0</b>  | <b>0</b>  | <b>0</b>  |        |
| <b>APPROPRIATION / COST CENTER</b>  |             |               |           |           |           |        |
| Design & Fabrication  | 0           | 4,200         | 0         | 0         | 0         |        |
| Construction  | 0           | 60,800        | 0         | 0         | 0         |        |
| <b>TOTAL</b>  | <b>0</b>    | <b>65,000</b> | <b>0</b>  | <b>0</b>  | <b>0</b>  |        |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### CAPITAL IMPROVEMENTS

| Name: Intermodal Facility   | AMOUNT      | 475,000        |           |           |           |
|---|-------------|----------------|-----------|-----------|-----------|
| <b>DESCRIPTION:</b>   |             |                |           |           |           |
| Development of a transportation facility as a key component to the existing Police Dispatch/Public works Building and the Kennedy Causeway Redevelopment projects to provide a hub for parking and auto, bus, bicycle and water modes of transportation to link the business corridor with the residential areas, adjacent cities and surrounding destinations. |             |                |           |           |           |
| <b>IMPACT OF CAPITAL IMPROVEMENTS ON GENERAL FUND OPERATING BUDGET:</b>   |             |                |           |           |           |
| There is no effect on the General Fund Operating Budget because the funding source for this project derives from the US Department of Transportation.   |             |                |           |           |           |
| <b>FUNDING SOURCES:</b>   | Prior Years | 2011-2012      | 2012-2013 | 2013-2014 | 2014-2015 |
| Debt Proceeds   |             |                |           |           |           |
| U.S. Department of Transportation   | 0           | 475,000        | 0         | 0         | 0         |
|   | 0           | 0              | 0         | 0         | 0         |
| <b>TOTAL</b>  | <b>0</b>    | <b>475,000</b> | <b>0</b>  | <b>0</b>  | <b>0</b>  |
| <b>APPROPRIATION / COST CENTER</b>  |             |                |           |           |           |
| Planning and Design   | 0           | 80,750         | 0         | 0         | 0         |
|   | 0           | 394,250        | 0         | 0         | 0         |
|   | 0           | 0              | 0         | 0         | 0         |
| <b>TOTAL</b>  | <b>0</b>    | <b>475,000</b> | <b>0</b>  | <b>0</b>  | <b>0</b>  |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### CAPITAL IMPROVEMENTS

| Name: Underground Utility Lines Project  | AMOUNT 9,100,000 |           |                  |                  |           |
|--|------------------|-----------|------------------|------------------|-----------|
| <b>DESCRIPTION:</b>  |                  |           |                  |                  |           |
| Undergrounding the utility lines throughout the City is under consideration, in accordance with the general obligation bond program authorized in 2006 by a voters' referendum for this purpose. |                  |           |                  |                  |           |
| <b>IMPACT OF CAPITAL IMPROVEMENTS ON GENERAL FUND OPERATING BUDGET:</b>  |                  |           |                  |                  |           |
| There will be an effect on the General Fund Operating Budget because the Debt Service Millage rate will increase to be able to fund this project.  |                  |           |                  |                  |           |
| <b>FUNDING SOURCES:</b>  | Prior Years      | 2011-2012 | 2012-2013        | 2013-2014        | 2014-2015 |
| Balance Forward  | 0                | 0         | 0                | 0                | 0         |
| G.O. Bonds Authorized '06  | 0                | 0         | 3,000,000        | 6,100,000        | 0         |
| <b>TOTAL</b>   | <b>0</b>         | <b>0</b>  | <b>3,000,000</b> | <b>6,100,000</b> | <b>0</b>  |
| <b>APPROPRIATION / COST CENTER</b>   |                  |           |                  |                  |           |
| Preliminary Engineering  | 0                | 0         | 37,500           | 6,100,000        | 0         |
| Design & Engineering   | 0                | 0         | 417,500          | 0                | 0         |
| Construction   | 0                | 0         | 2,545,000        | 0                | 0         |
| <b>TOTAL</b>   | <b>0</b>         | <b>0</b>  | <b>3,000,000</b> | <b>6,100,000</b> | <b>0</b>  |
| <b>PROJECT BALANCE</b>   | <b>0</b>         | <b>0</b>  | <b>0</b>         | <b>0</b>         | <b>0</b>  |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### **CAPITAL IMPROVEMENTS**

| Name: Deep Injection Well System Repairs   | AMOUNT      | 196,000       |                |           |           |
|--|-------------|---------------|----------------|-----------|-----------|
| <b>DESCRIPTION:</b>  |             |               |                |           |           |
| This project involves the repairs to the storm water deep injection wells located in West Treasure Dr. and in Bay Terrace. Rehabilitation of the pumps, electrical panel and controls. The Bay Terrace well will be rehabilitated as well. |             |               |                |           |           |
| <b>IMPACT OF CAPITAL IMPROVEMENTS ON GENERAL FUND OPERATING BUDGET:</b>  |             |               |                |           |           |
| 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. No property tax increase is required to fund this project.                     |             |               |                |           |           |
| <b>FUNDING SOURCES:</b>  | Prior Years | 2011-2012     | 2012-2013      | 2013-2014 | 2014-2015 |
| Balance Forward  | 0           | 0             | 0              | 0         | 0         |
| Debt Proceeds  | 0           | 0             | 0              | 0         | 0         |
| Operations   | 0           | 46,000        | 150,000        | 0         | 0         |
| <b>TOTAL</b>   | <b>0</b>    | <b>46,000</b> | <b>150,000</b> | <b>0</b>  | <b>0</b>  |
| <b>APPROPRIATION / COST CENTER</b>   |             |               |                |           |           |
| Construction   | 0           | 46,000        | 150,000        | 0         | 0         |
| <b>TOTAL</b>   | <b>0</b>    | <b>46,000</b> | <b>150,000</b> | <b>0</b>  | <b>0</b>  |
| <b>PROJECT BALANCE</b>   | <b>0</b>    | <b>0</b>      | <b>0</b>       | <b>0</b>  | <b>0</b>  |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### CAPITAL IMPROVEMENTS

| Name: Water Lateral/Meter Replacement   | AMOUNT      | 100,000       |               |               |               |
|---|-------------|---------------|---------------|---------------|---------------|
| <b>DESCRIPTION:</b>   |             |               |               |               |               |
| To upgrade/replace water laterals   |             |               |               |               |               |
| <b>IMPACT OF CAPITAL IMPROVEMENTS ON GENERAL FUND OPERATING BUDGET:</b>   |             |               |               |               |               |
| There is no effect on the General Fund Operating Budget because the funding source for this project derives from revenues generated by the Enterprise Utility Fund. No property tax increase was required to fund this project. |             |               |               |               |               |
| <b>FUNDING SOURCES:</b>   | Prior Years | 2011-2012     | 2012-2013     | 2013-2014     | 2014-2015     |
| Balance Forward   | 0           | 0             | 0             | 0             | 0             |
| Water Operations  | 0           | 25,000        | 25,000        | 25,000        | 25,000        |
| <b>TOTAL</b>  | <b>0</b>    | <b>25,000</b> | <b>25,000</b> | <b>25,000</b> | <b>25,000</b> |
| <b>APPROPRIATION / COST CENTER</b>  |             |               |               |               |               |
| To upgrade/replace water laterals   | 0           | 25,000        | 25,000        | 25,000        | 25,000        |
| <b>TOTAL</b>  | <b>0</b>    | <b>25,000</b> | <b>25,000</b> | <b>25,000</b> | <b>25,000</b> |
| <b>PROJECT BALANCE</b>  | <b>0</b>    | <b>0</b>      | <b>0</b>      | <b>0</b>      | <b>0</b>      |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### CAPITAL IMPROVEMENTS

| Name: Harbor Island Pump Station Re-Route  | AMOUNT             | 51,359           |                  |                  |                  |
|--|--------------------|------------------|------------------|------------------|------------------|
| <b>DESCRIPTION:</b>  |                    |                  |                  |                  |                  |
| Redirection of Pump station located in Harbor Island to new West Bound Force Main.   |                    |                  |                  |                  |                  |
| <b>IMPACT OF CAPITAL IMPROVEMENTS ON GENERAL FUND OPERATING BUDGET:</b>  |                    |                  |                  |                  |                  |
| There is no effect on the General Fund Operating Budget because the funding source for this project derives from Miami-Dade General Obligation Bond. |                    |                  |                  |                  |                  |
| <b>FUNDING SOURCES:</b>  | <b>Prior Years</b> | <b>2011-2012</b> | <b>2012-2013</b> | <b>2013-2014</b> | <b>2014-2015</b> |
| Balance Forward  | 0                  | 0                | 0                | 0                | 0                |
| Miami-Dade G.O. Bonds/'04  | 0                  | 51,359           | 0                | 0                | 0                |
| <b>TOTAL</b>   | <b>0</b>           | <b>51,359</b>    | <b>0</b>         | <b>0</b>         | <b>0</b>         |
| <b>APPROPRIATION / COST CENTER</b>   |                    |                  |                  |                  |                  |
| Construction   | 0                  | 1,359            | 0                | 0                | 0                |
| Construction Administration  | 0                  | 50,000           | 0                | 0                | 0                |
| <b>TOTAL</b>   | <b>0</b>           | <b>51,359</b>    | <b>0</b>         | <b>0</b>         | <b>0</b>         |
| <b>PROJECT BALANCE</b>   | <b>0</b>           | <b>0</b>         | <b>0</b>         | <b>0</b>         | <b>0</b>         |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### CAPITAL IMPROVEMENTS

| Name: Eastbound Force Main Out of Service   | AMOUNT      | 110,000        |           |           |           |
|---|-------------|----------------|-----------|-----------|-----------|
| <b>DESCRIPTION:</b>   |             |                |           |           |           |
| The east bound sewer force main to Miami-Dade that was approved by the bond referendum in 2008 is completed.  |             |                |           |           |           |
| The City began pumping sewer through the new system on August 12th. The eastbound force main will no longer be used and funding is necessary to cap the line. |             |                |           |           |           |
| <b>IMPACT OF CAPITAL IMPROVEMENTS ON GENERAL FUND OPERATING BUDGET:</b>   |             |                |           |           |           |
| There is no effect on the General Fund Operating Budget because the funding source for this project derives from Miami-Dade General Obligation Bond.          |             |                |           |           |           |
| <b>FUNDING SOURCES:</b>   | Prior Years | 2011-2012      | 2012-2013 | 2013-2014 | 2014-2015 |
| Balance Forward   | 0           | 0              | 0         | 0         | 0         |
| Miami-Dade GOB  | 0           | 110,000        | 0         | 0         | 0         |
| State Revolving Loan Fund   | 0           | 0              | 0         | 0         | 0         |
| <b>TOTAL</b>  | <b>0</b>    | <b>110,000</b> | <b>0</b>  | <b>0</b>  | <b>0</b>  |
| <b>TOTAL</b>  |             |                |           |           |           |
| Design & Engineering  | 0           | 0              | 0         | 0         | 0         |
| Equipment   | 0           | 0              | 0         | 0         | 0         |
| Construction  | 0           | 110,000        | 0         | 0         | 0         |
| Construction Administration   | 0           | 0              | 0         | 0         | 0         |
| <b>TOTAL</b>  | <b>0</b>    | <b>110,000</b> | <b>0</b>  | <b>0</b>  | <b>0</b>  |
| <b>PROJECT BALANCE</b>  | <b>0</b>    | <b>0</b>       | <b>0</b>  | <b>0</b>  | <b>0</b>  |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### CAPITAL IMPROVEMENTS

| Name: Sewer Mains Cleaning, Videoing & Rehabilitation  | AMOUNT             | 319,000          |                  |                  |                  |
|--|--------------------|------------------|------------------|------------------|------------------|
| <b>DESCRIPTION:</b>  |                    |                  |                  |                  |                  |
| Evaluation of approximately 116,400 linear feet of the existing sewer system by televising the sewer mains and cleaning of 34,100 linear feet to improve capacity, as may be required, as preventative maintenance to keep the system operation. |                    |                  |                  |                  |                  |
| <b>IMPACT OF CAPITAL IMPROVEMENTS ON GENERAL FUND OPERATING BUDGET:</b>  |                    |                  |                  |                  |                  |
| There is no effect on the General Fund Operating Budget because the funding source for this project derives from Miami-Dade General Obligation Bond.   |                    |                  |                  |                  |                  |
| <b>FUNDING SOURCES:</b>  |                    |                  |                  |                  |                  |
|  | <b>Prior Years</b> | <b>2011-2012</b> | <b>2012-2013</b> | <b>2013-2014</b> | <b>2014-2015</b> |
| Balance Forward  | 0                  | 86,339           | 0                | 0                | 0                |
| DEP Grant LP6845   | 0                  | 0                | 0                | 0                | 0                |
| Miami-Dade G.O. Bonds /'04   | 242,600            | 76,400           |                  |                  |                  |
| <b>TOTAL</b>   | <b>242,600</b>     | <b>76,400</b>    | <b>0</b>         | <b>0</b>         | <b>0</b>         |
| <b>APPROPRIATION / COST CENTER</b>   |                    |                  |                  |                  |                  |
| Construction   | 156,261            | 162,739          | 0                | 0                | 0                |
| <b>TOTAL</b>   | <b>156,261</b>     | <b>162,739</b>   | <b>0</b>         | <b>0</b>         | <b>0</b>         |
| <b>PROJECT BALANCE</b>   | <b>86,339</b>      | <b>0</b>         | <b>0</b>         | <b>0</b>         | <b>0</b>         |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### CAPITAL IMPROVEMENTS

| Name: Main Wastewater Pump Station Crane Installation  | AMOUNT      | 100,000        |           |           |           |
|--|-------------|----------------|-----------|-----------|-----------|
| <b>DESCRIPTION:</b>  |             |                |           |           |           |
| Furnish all labor, equipment and materials to install a 2-ton movable crane. The project is located at the North Bay Village main wastewater pump station and will include but is not limited to furnishing and installing a new crane system, removal of existing crane system, electrical design and connection on new crane, equipment start-up, site restoration, and all other appurtenances necessary for a complete installation. |             |                |           |           |           |
| <b>IMPACT OF CAPITAL IMPROVEMENTS ON GENERAL FUND OPERATING BUDGET:</b>  |             |                |           |           |           |
| There is no effect on the General Fund Operating Budget because the funding source for this project derives from Miami-Dade General Obligation Bond.   |             |                |           |           |           |
| <b>FUNDING SOURCES:</b>  | Prior Years | 2011-2012      | 2012-2013 | 2013-2014 | 2014-2015 |
| Balance Forward  |             |                |           |           |           |
| DEP Grant LP 6845  | 0           | 1,415          | 0         | 0         | 0         |
| GOB Bonds  | 0           | 98,585         | 0         | 0         | 0         |
| <b>TOTAL</b>   | <b>0</b>    | <b>100,000</b> | <b>0</b>  | <b>0</b>  | <b>0</b>  |
| <b>APPROPRIATION / COST CENTER</b>   |             |                |           |           |           |
| Main Pump Station Crane  | 0           | 100,000        | 0         | 0         | 0         |
| <b>TOTAL</b>   | <b>0</b>    | <b>100,000</b> | <b>0</b>  | <b>0</b>  | <b>0</b>  |
| <b>PROJECT BALANCE</b>   | <b>0</b>    | <b>0</b>       | <b>0</b>  | <b>0</b>  |           |



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### CENSUS

#### **Miscellaneous Statistics**

##### **General Information**

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

##### **Culture & Recreation**

|                                       |   |
|---------------------------------------|---|
| Tot Lot & Community Park (West Drive) | 2 |
|---------------------------------------|---|

##### **Fire Protection**

|   |      |
|---|------|
| Number of Stations                            | 1    |
| Number of fire personnel                      | 7    |
| Number of calls answered (Approximate)        | 1440 |
| Number of inspections conducted (Approximate) | 360  |

##### **Police Protection**

|                    |    |
|--------------------|----|
| Number of Stations | 2  |
| Chief              | 1  |
| Detectives         | 4  |
| Lieutenants        | 2  |
| Sergeants          | 3  |
| Corporals          | 3  |
| Police Officers    | 13 |

##### **Number of Violations:**

|                    |       |
|--------------------|-------|
| Arrest             | 364   |
| Traffic violations | 1,320 |
| Parking violations | 911   |

##### **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 | 720 |
| Number of fire hydrants       | 57  |

##### **Post Office**

|                |   |
|----------------|---|
| Station        | 1 |
| Postal Workers | 2 |

##### **Education**

|                              |     |
|------------------------------|-----|
| Number of Elementary Schools | 1   |
| Number of Students           | 700 |
| Number of Teachers           | 57  |





# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### **NORTH BAY VILLAGE-ADDITIONAL DATA**

#### **North Bay Village Industries**

The leading industries in North Bay Village, Florida are Arts, entertainment, recreation, accommodation and food services, 19%; Educational, health and social services, 12%; and Professional, scientific, management, administrative and waste management services, 12%.

#### **North Bay Village Job Salaries**

According to government data, the average salary for jobs in North Bay Village, Florida is \$29,487, and the median income of households in North Bay Village was \$34,354.

#### **North Bay 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 City 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 376 single-family homes.



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### 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 mils (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 - City of North Bay Village definition.** Occurs when current operating expenditures equal current revenues.

**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.



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### 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 City staff reflecting the decisions made by the Commission in their budget deliberations.

**Budget Message.** A general discussion of the Adopted budget written by the City Manager to the City 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 City, 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.



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### GLOSSARY

#### - 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.

**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 City'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 city streets, and usually involving the elements of monopoly and regulation.

**Franchise Fees.** Fees levied by the City in return for granting a privilege, which permits the continual use of public property such as city 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.



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### GLOSSARY

**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 City 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.

- I -

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

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

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

- L -

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

**Line Item.** A specific item defined by detail in a separate account in the financial records. Revenue and expenditure

Justifications are reviewed, anticipated and appropriated at this level.

- M -

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

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

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

- O -

**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.



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### GLOSSARY

**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 City 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 City 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".

- T -

**Tax Base.** Total assessed valuation of real property within the City.

**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 City may levy a tax, which for Florida municipalities is 10 mils, or \$10 per thousand dollars of assessed value.



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

### GLOSSARY

**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 City on every purchase of a public service within its corporate limits. Public service levied by the City of North Bay Village include electricity and gas service utility taxes



# CITY OF NORTH BAY VILLAGE

## FISCAL YEAR 2012 BUDGET

