North Bay Village

OFFICIAL AGENDA
FINANCIAL ADVISORY BOARD
VIRTUAL MEETING
MEETING ID: 898 9997 4192 | PASSCODE: 005470
MONDAY, JANUARY 22, 2024 - 6:30 PM

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1. **Opening Items**
   1A. Call to Order
   1B. Roll Call

2. **Approval of Meeting Minutes**

   2A. December 19, 2023

   12.19.23 FAB Minutes.pdf

3. **Old Business**

   3A. Discussion on TIES Project Overview and Update

   3B. Discussion on Sakura Lot/Village Hall Overview and Update

4. **New Business**

   4A. December 2023 Budget Amendments Report

   Budget Adjustment Report December 2023.pdf

5. **Staff/Commission Liaison Updates**

6. **Public Comments**

7. **Agenda Items for Next Meeting: February 20, 2024**

8. **Adjournment**

THIS MEETING IS OPEN TO THE PUBLIC. IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT OF 1990, ALL PERSONS THAT ARE DISABLED; WHO NEED SPECIAL ACCOMMODATIONS TO PARTICIPATE IN THIS MEETING BECAUSE OF THAT DISABILITY SHOULD CONTACT THE OFFICE OF THE VILLAGE CLERK AT 305-756-7171 EXT. 45 NO LATER THAN FOUR DAYS PRIOR TO SUCH PROCEEDING.

IN ACCORDANCE WITH THE PROVISIONS OF SECTION 286.0105, FLORIDA STATUTES, ANYONE WISHING TO APPEAL ANY DECISION MADE BY VILLAGE COMMISSION, WITH RESPECT TO ANY MATTER CONSIDERED AT THIS MEETING OR HEARING, WILL NEED A RECORD OF THE PROCEEDINGS AND FOR SUCH PURPOSE, MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE WHICH RECORD SHALL INCLUDE THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED. AGENDA ITEMS MAY BE VIEWED AT THE OFFICE OF THE VILLAGE CLERK, NORTH BAY VILLAGE, 1666 KENNEDY CAUSEWAY. ANYONE WISHING TO OBTAIN A COPY OF ANY AGENDA ITEM SHOULD CONTACT THE VILLAGE CLERK AT 305-756-7171 EXT 45. A COMPLETE AGENDA PACKET IS ALSO AVAILABLE ON THE VILLAGE WEBSITE AT www.nbvillage.com.

TO REQUEST THIS MATERIAL IN ACCESSIBLE FORMAT, SIGN LANGUAGE INTERPRETERS, INFORMATION ON ACCESS FOR PERSON WITH DISABILITIES, AND/OR ANY ACCOMMODATION TO REVIEW ANY DOCUMENT OR PARTICIPATE IN ANY VILLAGE-SPONSORED PROCEEDING, PLEASE CONTACT (305) 756-7171 FIVE DAYS IN ADVANCE TO INITIATE YOUR REQUEST. TTY USERS MAY ALSO CALL 711 (FLORIDA RELAY SERVICE).

ITEM NO. 2A

North Bay Village
Recommendation Memorandum

DATE: January 22, 2024

TO: Honorable Mayor, Vice Mayor and Members of the Village Commission

FROM: Genesis Guevara, Assistant to the Village Clerk

SPONSORED BY:

SUBJECT: December 19, 2023

RECOMMENDATION

BACKGROUND AND ANALYSIS

BUDGETARY/FINANCIAL IMPACT (Finance Dept.)
NONE

PERSONNEL IMPACT
NONE

ATTACHMENTS
12.19.23 FAB Minutes.pdf

NORTH BAY VILLAGE
FINANCIAL ADVISORY BOARD
VIRTUAL MEETING MINUTES
TUESDAY, DECEMBER 19, 2023 - 6:30 P.M.

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1. Opening items: Call to Order/Roll Call

Nicholas Martin, called the virtual meeting to order at: 6:33 pm.

Board Members Present

- Nicholas Martin
- Sandi Horwitz
- Marco Zuniga
- Gila Brock
- Paul Jacob

Board Members Absent

- None noted

Village Staff Present

- Dr. Richard Chervony, Village Vice Mayor
- Angela Atkinson, Village Chief Financial Officer
- Genesis Guevara, Assistant to the Village Clerk

Guests Present

- None noted

2. Introduction and Oath of Office for New Board Member

Marco Zuniga was sworn into office by Genesis Guevara, Assistant to the Village Clerk.

3. Appointment of New Board Secretary

Secretary - Motion made by Nicholas Martin, Chair, seconded by Sandi Horwitz, to approve Gila Brock as the Secretary – passed 5/0.

4. Approval of Last Meeting Minutes: September 19, 2023

Motion made by Nicholas Martin, Chair, seconded by Sandi Horwitz, to approve the September 19, 2023 meeting minutes – passed 5/0.

5. Old Business

a) Discussion on TIES Project Overview and Update
- Miami Dade public school approved the project unanimously since the FAB's last meeting.
- Currently, the Village is negotiating with AFA and a motion was made last commission meeting to continue moving forward with the project.
- Dr. Chervony provided the FAB with an overview of the AFA project.
- Estimated cost for the project are estimated at $12M, of which approximately $7M will be funded by AFA and approximately $5M by the Village.

b) Discussion on Sakura Lot/Village Hall Overview and Update
- Dr. Chervony provided the FAB with an overview of the progress of the Sakura Lot/Village Hall encompassing the site layout, new design, fire station, which departments will be included, etc.
- Noted the Village would require another approximately $14M of funding in order to fulfill the rest of the completion of the project. Currently, the allocated funds at the moment has enough funds to complete the shell of the building and garage portion of the construction. However, the Village believes they will be able to secure the proper funding from capital contributions and sale of TDR's.
- The current expected timeline to complete the shell of building is end of 2026.
- Fire department has doubled their contribution amount from what was previously committed for in previous years.
- Open discussion between FAB & Dr. Chervony.

c) Discussion on Stormwater Borrowing
- Only have drawn down approximately $51,000 as of yet for consulting fees.
- Projects have been delayed during the year and not have expended as much as intended in accordance with budget as of yet.

6. New Business

a) October & November 2023 Budget Adjustment Report
- Questions were brought up by Nicholas Martin, Chair, and Sandi Horwitz on items that appeared to be new budget adjustments for projects that were not previously budgeted for (BA 287). However, Angela Atkinson noted that the following items had been previously budgeted in the prior year and the following budget adjustment was the roll forward from previous years that had not been spent.

7. Staff/Commission Liaison Updates

None noted.

8. Public Comments

None noted.

9. Discussion of Future Agenda Items for Next Meeting: January 22, 2024

- December 2023 Budget Amendments
- Update on TIES/AFA developments
- Update on Village Hall RFP at Sakura Lot
- February 2024 Meeting – Stormwater projects update from Black and Veatch

10. Adjournment

The motion to adjourn was made by Nicholas Martin, Chair, seconded by Gila Brock, Secretary, with all voting for by voice vote.

Meeting adjourned at 8:07 pm.

Prepared by Nicholas Martin, Chair

This 19 day of December, 2023.

ITEM NO. 3A

North Bay Village
Recommendation Memorandum

DATE: January 22, 2024

TO: Honorable Mayor, Vice Mayor and Members of the Village Commission

FROM: Genesis Guevara, Assistant to the Village Clerk

SPONSORED BY:

SUBJECT: Discussion on TIES Project Overview and Update

RECOMMENDATION

BACKGROUND AND ANALYSIS

BUDGETARY/FINANCIAL IMPACT (Finance Dept.)
NONE

PERSONNEL IMPACT
NONE

ITEM NO. 3B

North Bay Village
Recommendation Memorandum

DATE: January 22, 2024

TO: Honorable Mayor, Vice Mayor and Members of the Village Commission

FROM: Genesis Guevara, Assistant to the Village Clerk

SPONSORED BY:

SUBJECT: Discussion on Sakura Lot/Village Hall Overview and Update

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RECOMMENDATION

BACKGROUND AND ANALYSIS

BUDGETARY/FINANCIAL IMPACT (Finance Dept.)
NONE

PERSONNEL IMPACT
NONE

ITEM NO. 4A

North Bay Village
Recommendation Memorandum

DATE: January 22, 2024

TO: Honorable Mayor, Vice Mayor and Members of the Village Commission

FROM: Genesis Guevara, Assistant to the Village Clerk

SPONSORED BY:

SUBJECT: December 2023 Budget Amendments Report

RECOMMENDATION

BACKGROUND AND ANALYSIS

BUDGETARY/FINANCIAL IMPACT (Finance Dept.)
NONE

PERSONNEL IMPACT
NONE

ATTACHMENTS
Budget Adjustment Report December 2023.pdf

North Bay Village, FL

Budget Adjustment Report

Adjustment Detail

For Date Range: 12/01/2023 - 12/31/2023

Account Number / Adjustment Number	Account Name / Adjustment Description	Packet Number	Post Date	Original Budget	Budget Adjustments Amount	Current Budget
Budget Code: 2023-2024 - Budget 2023-2024 Fiscal: 2023-2024						
Fund: 320 - CAPITAL PROJECTS FUND						
Revenue						
320-00-389-3890	Appropriation of Fund Balance			-250,000.00	15,000.00	-235,000.00
BA0000302	BA0000302 VOGEL PARK SCULPTURE FRAME...	GLPKT23002	12/12/2023		15,000.00	
			Revenue Total:	**-250,000.00**	**15,000.00**	**-235,000.00**
Expense						
320-61-630-6201	Park Improvements-Vogel Park			707,500.00	15,000.00	722,500.00
BA0000302	BA0000302 VOGEL PARK SCULPTURE FRAME...	GLPKT23002	12/12/2023		15,000.00	
			Expense Total:	**707,500.00**	**15,000.00**	**722,500.00**
			Fund 320 Total:	**457,500.00**	**30,000.00**	**487,500.00**
			Budget Code 2023-2024 Total:	**457,500.00**	**30,000.00**	**487,500.00**

Description

Fund Summary

Description	Fund	Original Budget	Budget Adjustments	Current Budget
Budget Code: 2023-2024 - Budget 2023-2024 Fiscal: 2023-2024				
	320	457,500.00	30,000.00	487,500.00
	Budget Code 2023-2024 Total:	**457,500.00**	**30,000.00**	**487,500.00**