



NORTH BAY VILLAGE
EST. 1945

NORTH BAY VILLAGE
REGULAR VILLAGE COMMISSION MEETING
PUBLIC MEETING NOTICE

North Bay Village Commission will hold a public meeting on:

Tuesday, April 12, 2022 at 6:00 PM

1666 Kennedy Causeway, #101, North Bay Village, FL 33141

(In-person and virtual via Zoom. See below for details)

Join Zoom Meeting

<https://us02web.zoom.us/j/86963231491>

Meeting ID: 869 6323 1491

Passcode: 247882

The meeting agenda is available online at:

<https://northbayvillage-fl.gov/agendas-minutes>

Elected Officials and Village staff will participate from the physical meeting location. Members of the public may attend the meeting in person at the physical meeting location, or, alternatively, may watch or call in to the meeting by following these instructions:

ATTEND THE MEETING IN PERSON AT THE PHYSICAL MEETING LOCATION:

The meeting will be held in person at the physical meeting location stated above. Admission to the physical meeting location is on a first-come, first-serve basis and space is limited.

Doors will open 30 minutes prior to the meeting start time.

The Village highly encourages those in attendance to wear facial coverings and abide by social distancing as recommended by the CDC.

Watch the Public Meeting:

<https://northbayvillage-fl.gov/videos>

TV Channel 661

Facebook Live

Participate in the meeting via Zoom:

Join Zoom Meeting

<https://us02web.zoom.us/j/86963231491>

Meeting ID: 869 6323 1491

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Listen via telephone to the Virtual Public Meeting:

1-929-205-6099

For technical support during the meeting, please contact:

(786) 309-4991

PUBLIC COMMENTS

Public comments will be accepted by the following means:

IN-PERSON COMMENTS: Members of the public may attend the meeting at the physical meeting location stated above and deliver their public comments in person during the public comment portion of the agenda.

VIRTUAL COMMENTS: *Public comments will also be accepted during the meeting using the virtual meeting platform.*

VIA E-MAIL TO: publiccomment@nbvillage.com

Emails submitted for public comments will not be read into the record, but will be provided to the Village Commission prior to the meeting and made part of the record.

Public comments sent via e-mail will be accepted until 5:00 p.m. on the day of the meeting. If you have a matter you would like to discuss during public comments, please send your public comment to the e-mail address above by 5:00 p.m. on the day of the meeting with the subject line "PUBLIC COMMENT" and the following information in the body of the email: your name, address, if you are a hired Consultant or Village Employee, and/or if you are engaged in lobbying activities and/or representing an organization.

PUBLIC RECORDS

The meeting will be recorded for later viewing and is a public record. Minutes of the meeting will be taken and will be made available.

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.northbayvillage-fl.gov.

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 786-224-8070 NO LATER THAN FIVE DAYS PRIOR TO SUCH PROCEEDING. 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 786-224- 8070 FIVE DAYS IN ADVANCE TO INITIATE YOUR REQUEST. TTY USERS MAY ALSO CALL 711 (FLORIDA RELAY SERVICE).

LOBBYING ACTIVITIES

Any person who received compensation, remuneration or expenses for conducting lobbying activities is required to register as a lobbyist with the Village Clerk prior to engaging in lobbying activities per Village Code Sec. 38- 17. "Lobbyist" specifically includes the principal, as well as any agent, officer or employee of a principal, regardless of whether the lobbying activities fall within the normal scope of employment of the agent, officer or employee. The term "lobbyist" specifically excludes the following persons: lobbyists hired by the Village who are communication with Village personnel in the course of performing under their contracts; attorneys or other representatives retained to represent individuals and corporate entities in quasi-judicial proceedings where the law prohibits ex -parte communications; expert witnesses who only provide scientific, technical or other specialized information or testimony at public meetings; employees of the principal who do not engage in lobbying activities and representatives of non-profit organizations who only appear at publicly noticed meetings, without special compensation or reimbursement for the appearance, whether direct, indirect or contingent, to express support or opposition to any item.

Have questions or need additional information?

E-mail: villageclerk@nbvillage.com

Call: 305-756-7171



NORTH BAY VILLAGE
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North Bay Village

OFFICIAL AGENDA

REGULAR VILLAGE COMMISSION MEETING

1666 Kennedy Causeway, #101, North Bay Village, FL 33141 (In-person and virtual via Zoom. See below for details) Join Zoom Meeting

<https://us02web.zoom.us/j/86963231491> Meeting ID: 869 6323 1491 Passcode: 247882

Tuesday, April 12, 2022

6:00 PM

Decorum: Any person making impertinent or slanderous remarks or who becomes boisterous while addressing the board shall be barred from further appearance before the board by the presiding officer, unless permission to continue or again address the commission is granted by the majority vote of the commission members present. No clapping, applauding, heckling or verbal outbursts in support or opposition to a speaker or his or her remarks shall be permitted. Signs or placards may be disallowed in the commission chamber by the presiding officer. Persons exiting the commission chambers shall do so quietly.

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1. Opening Items

A. Call to Order

B. Roll Call

C. Pledge of Allegiance

D. Invocation

2. Order of Business

3. Presentations

A. Proclamations and Awards

Captain Koksal Cepuk

B. Special Presentations to Commission

- 3.A. ANNUAL COMPREHENSIVE FINANCIAL REPORT FY ENDED 09/30/2021 Presentation - Andrew S. Fierman CPA, Partner, Caballero Fierman Llerena & Garcia, LLP. - Village Manager Dr. Ralph Rosado (Chief Financial Officer Angela Atkinson)

[2021 North Bay Village ACFR - Final Issued.pdf](#)

[Communications to those Charged with Governance - Conclusion.pdf](#)

[NBV TCT Report 2021.pdf](#)

- 3.B. EMPLOYEE OF THE MONTH OF APRIL 2022 Village Manager Dr. Ralph Rosado (Deputy Village Manager/Human Resources Director Carla Maglio Gomez)

The Employee of the Month Committee has reviewed the nominations submitted and has selected Brushun Howard, Water Maintenance Worker in the Public Works Department, as the recipient for the Employee of the Month Award for April 2022. The employee will be presented with a certificate of recognition during a Village Commission meeting, where they will also receive a \$50.00 American Express gift card.

- 3.C. STATUS UPDATE ON THE THREE-YEAR ANNIVERSARY OF THE ALVAREZ & MARSAL REPORT

[AM's Consolidated NBV Report vFinal 2019 05 14.pdf](#)

[Status Summary of AM Recommendations - Department Status Report.pdf](#)

- 3.D. HONORING CAPTAIN KOKSAL CEPUK FOR HIS HEROIC ACTIONS - SPONSORED BY MAYOR BRENT LATHAM

4. Open Forum

5. Commission Meeting Minutes

March 8, 2022 Regular Commission Meeting Minutes for approval

- 5.A. COMMISSION MEETING MINUTES FOR APPROVAL - D EASTMAN, INTERIM VILLAGE CLERK 03-8-2022 Regular Commission Meeting Minutes

[03-08-2022 Regular Commission Meeting Minutes.pdf](#)

6. Advisory Board Minutes/Written Reports.

7. Village Commission's Report

- 7.A. SHORT-TERM VACATION RENTAL LEGAL REVIEW UPDATE - COMMISSIONER STREITFELD

8. Village Attorney's Report

9. Village Manager's Report

9.A. GRANT WRITER'S REPORT

[March 2022 Report.pdf](#)

[NBV Grant Report for Commission.pdf](#)

9.B.

CAPITAL IMPROVEMENT PROJECT UPDATE (MARCH 2022)

[Mar-2022CIP_Commission_Meeting-1.docx](#)

9.C.

CODE ENFORCEMENT MONTHLY UPDATE (MARCH 2022)

[202200012562.pdf](#)

[202200014168.pdf](#)

[P202200011712ADM1-00000063.pdf](#)

[P202200012075ADM1-00000063.pdf](#)

[P202200012562ADM1-00000063.pdf](#)

[P202200014168ADM1-00000063.pdf](#)

[stvr violations 03-2022.pdf](#)

[202200011712.pdf](#)

[202200012075.pdf](#)

[Code Monthly Report March- 2022.pdf](#)

9.D.

WATER-BASED NUISANCES ACTION PLAN UPDATE DR. RALPH ROSADO (ASST. TO THE VILLAGE MANAGER LEO COSIO / CHIEF CARLOS NORIEGA / DEPUTY CHIEF SAM BEJAR)

[Water Based Nuisances Action Plan.docx](#)

9.E.

TRAFFIC ENFORCEMENT UPDATE (MARCH 2022)

[Monthly Traffic Report \(March 2022\).pdf](#)

9.F.

COMMUNICATIONS UPDATE (MARCH 2022)

[NBV Comms-March 2022 Report.pdf](#)

[Profile Performance \(North Bay Village\) March 1, 2022 – March 31, 2022.pdf](#)

[Post Performance \(North Bay Village\) March 1, 2022 – March 31, 2022.pdf](#)

9.G.

BRANDING & BEAUTIFICATION INITIATIVES UPDATE (MARCH 2022)

[Branding Beautification Initiatives \(April 2022\).pdf](#)

9.H. [POLICE ACCREDITATION UPDATE \(MARCH 2022\)](#)

[CFA Accreditation Progress Matrix for March 2022.pdf](#)

9.I. [MID-FISCAL YEAR POLICE DEPARTMENT REORGANIZATION UPDATE \(MARCH 2022\)](#)

10. Village Clerk's Report

11. Consent Agenda

A. Staff Items

B. Proclamation/Award/Village Key Requests

11.A. [RESOLUTION ESTABLISHING ELECTION QUALIFY PERIOD D EASTMAN, INTERIM VILLAGE CLERK](#)

A RESOLUTION OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, ESTABLISHING THE QUALIFYING PERIOD FOR THE NOVEMBER 8, 2022 GENERAL ELECTION; PROVIDING FOR DIRECTION TO THE VILLAGE CLERK; AND PROVIDING FOR AN EFFECTIVE DATE.

Suggested Action: Adopt resolution establishing the qualifying period for the November 8, 2022 General Election.

[Resolution Establishing Qualifying Period for November 2022 Election-3K99622.DOCX](#)

11.B. [RESOLUTION & BUDGET AMENDMENT FOR THE PURCHASE OF A 30' PURPOSE BUILT, MARINE PATROL VESSEL FOR THE VILLAGE'S POLICE DEPARTMENT - SPONSORED BY VICE MAYOR MARVIN WILMOTH](#)

Approve the item and authorize the Manager to proceed with the purchase.

[Attachment A - DGS Quote \(SIGNED FINAL\).pdf](#)

[Attachment B - Quote - SAFE Boat - 1X29CC_AAQ4309_North Bay Village PD_FL_GSA Quote_04.28.2021.pdf](#)

[Attachment C - Quote - Metal Shark - 28 Relentless \(GSA\) N. Bay Village Police 2-5-2021.pdf](#)

[Attachment D - SQ# 415789-B BOAT LIGHTS.pdf](#)

[Resolution Approving Purchase of Marine Patrol Vessel From DGS Boats Corp. - Surplus - Budget Amendment-3KE278506.DOCX](#)

[Exhibit A - DGS Quote \(SIGNED FINAL\).pdf](#)

[Exhibit B - Boat Purchase and Construction Contract.pdf](#)

[Exhibit C - Budget_Amendment_Form-Police_Boat.xlsx](#)

[Exhibit D - Current \(Donzi\) Vessel Reg.pdf](#)

11.C. [RESOLUTION IN SUPPORT OF MIAMI-DADE 2022 FEDERAL LEGISLATIVE PACKAGE SPONSORED BY COMMISSIONER RACHEL STREITFELD, CO-SPONSORED BY MAYOR BRENT LATHAM, VICE MAYOR MARVIN WILMOTH, COMMISSIONER DR. RICHARD CHERVONY, AND COMMISSIONER JULIANNA](#)

STROUT

A RESOLUTION OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, SUPPORTING THE MIAMI-DADE COUNTY 2022 FEDERAL LEGISLATIVE PACKAGE; PROVIDING FOR TRANSMITTAL; AND PROVIDING FOR AN EFFECTIVE DATE.

Approval of this item supports the Miami-Dade County federal legislative agenda and will help North Bay Village prosper as a local government entity.

[Resolution Supporting Miami-Dade County's 2022 Federal Legislative Package-3KH453203.DOCX](#)

[Exhibit A - Miami-Dade 2022 Federal Legislative Package.pdf](#)

- 11.D. [RESOLUTION NPDES WATER MONITORING INTERLOCAL AGREEMENT: FISCAL YEAR 2023-27 - VILLAGE MANAGER DR. RALPH ROSADO \(PUBLIC WORKS DIRECTOR MARLON LOBBAN, PE\)](#)

A RESOLUTION OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, APPROVING AN INTERLOCAL AGREEMENT BETWEEN MIAMI-DADE COUNTY AND THE CO-PERMITTEES NAMED IN THE NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) PERMIT NO. FLS000003 FOR POLLUTION IDENTIFICATION AND CONTROL SERVICES IN MUNICIPAL SEPARATE STORM SEWER SYSTEMS (MS4S); PROVIDING FOR AUTHORIZATION AND EXPENDITURE OF BUDGETED FUNDS; AND PROVIDING FOR AN EFFECTIVE DATE.

Execute an Interlocal Agreement with Miami-Dade County and agencies named as co-permittees in the NPDES Permit FLS000003.

[Resolution Approving Interlocal Agreement for NPDES National Pollutant Discharge Elimination System Permit - Stormwater Management-3K11973.DOCX](#)

[Exhibit A-1: Interlocal Agreement for NPDES National Pollutant Discharge Elimination System Permit](#)

[Exhibit A-2: MDC & CoP Signature Sheet.doc](#)

- 11.E. [APPROVAL OF AMENDMENT TO COLLECTIVE BARGAINING AGREEMENT AND MOU WITH FOP \(SWORN OFFICERS\) VILLAGE MANAGER RALPH ROSADO, AICP \(DEPUTY VILLAGE MANAGER/HUMAN RESOURCES DIRECTOR CARLA GOMEZ\)](#)

A RESOLUTION OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, APPROVING A COLLECTIVE BARGAINING AGREEMENT WITH THE FLORIDA STATE LODGE 81, FRATERNAL ORDER OF POLICE FOR POLICE OFFICERS, CORPORALS, SERGEANTS, AND LIEUTENANTS; APPROVING A MEMORANDUM OF UNDERSTANDING RELATING TO PERSONAL DAYS; PROVIDING FOR AUTHORIZATION; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

[Attachment A - FOP_FOPA Ratification Confirmation Email.pdf](#)
[Resolution Approving Collective Bargaining Agreement CBA and MOU with Florida State Lodge 81 FOP - Police Union-3KI6246.DOCX](#)
[Exhibit A - FINAL - NBV FOP Collective Bargaining Agreement 2019-2022 - Redline with Year 3 COLA Re-Opener Agreement.pdf](#)
[Exhibit B - MOU between NBV and FOP for Extra Personal Days - FOP 3-29-2022.pdf](#)

- 11.F. APPROVAL OF AMENDMENT TO COLLECTIVE BARGAINING AGREEMENT AND MOU WITH FOPA (CIVILIAN PERSONNEL) VILLAGE MANAGER RALPH ROSADO, AICP (DEPUTY VILLAGE MANAGER/HUMAN RESOURCES DIRECTOR CARLA GOMEZ)

A RESOLUTION OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, APPROVING A COLLECTIVE BARGAINING AGREEMENT WITH THE FLORIDA STATE LODGE 81, FATERNAL ORDER OF POLICE FOR CIVILIAN PERSONNEL; APPROVING A MEMORANDUM OF UNDERSTANDING RELATING TO PERSONAL DAYS; PROVIDING FOR AUTHORIZATION; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

[Attachment A - FOP_FOPA Ratification Confirmation Email.pdf](#)
[Resolution Approving Collective Bargaining Agreement CBA and MOU with Florida State Lodge 81 FOPA - Civilian Union-3KI6255.DOCX](#)
[Exhibit A - Final - NBV FOPA Collective Bargaining Agreement 2019-2022 - Redline with Year 3 COLA and PSA Re-Opener Agreements - 3-29-2022.pdf](#)
[Exhibit B - MOU between NBV and FOPA for Extra Personal Days - FOPA 3-29-2022.pdf](#)

- 11.G. A RESOLUTION OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, AMENDING THE BUDGET FOR FISCAL YEAR 2021-2022; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

Approve budget amendment appropriating \$74,868.52 from fund balance to pay property taxes on 1335 Kennedy Causeway, known as the Sakura lot.
[Resolution Approving Budget Amendment - 2021-2022 - Real Estate Taxes-3KI2004.DOCX](#)
[Exhibit A - Budget Amendment-Property Taxes.pdf](#)

- 11.H. RESOLUTION SCHEDULING MEETINGS OF PLANNING AND ZONING BOARD

A RESOLUTION OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, AMENDING RESOLUTION NO. 2014-53 SETTING THE TIME AND DATE OF THE REGULAR MEETINGS OF THE PLANNING AND ZONING BOARD; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

Approve Resolution amending Resolution 2014-53 setting the time and date of

regular meetings of the Planning and Zoning Board.

[Resolution Amending Resolution 2014-53 Scheduling Planning and Zoning Board Meetings-3KH3548.DOCX](#)

- 11.I. APPROVAL OF THE IMPLEMENTATION OF EXCLUSIVE PEDESTRIAN PHASES AT SIGNALIZED INTERSECTIONS ON ADVENTURE AVENUE AND SR 934/J F KENNEDY CAUSEWAY AND HISPANOLA AVENUE AND SR 934/JF KENNEDY CAISEWAY; AND FURTHER URGING THE FLORIDA DEPARTMENT OF TRANSPORTATI ON TO EXPEDITE THE IMPLEMENTATION OF THE PEDESTRIAN SIGNALIZATION IMPROVEMENTS.

12. First Reading of Ordinances

Please be advised that if you wish to comment upon any of these quasi-judicial items, please inform the Mayor during public comments. An opportunity for persons to speak on each item will be made available after the applicant and staff have made their presentations on each item. All testimony, including public testimony and evidence, will be made under oath or affirmation. Additionally, each person who gives testimony may be subject to crossexamination. If you refuse to be cross-examined or sworn-in, your testimony will be given its due weight. The general public will not be permitted to cross-examine witnesses, but the public may request the Commission ask questions of staff or witnesses on their behalf. Persons representing organizations must present evidence of their authority to speak for the organization. Further, details of the quasi-judicial procedures may be obtained from the Village Clerk.

12.A. ORDINANCE ADOPTING REBRANDED VILLAGE SEAL

AN ORDINANCE OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, AMENDING CHAPTER 36, SECTION 36.04 "VILLAGE SEAL" OF THE VILLAGE CODE OF ORDINANCES TO PROVIDE FOR A REBRANDED VILLAGE SEAL; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

To approve an ordinance on first reading the rebranded Village Seal, consistent with the Village's new brand guide, adopted by resolution of the Village Commission in December 2021.

[Ordinance Adopting Rebranded Village Seal.pdf](#)

13. Public Hearings

Please be advised that if you wish to comment upon any of these quasi-judicial items, please inform the Mayor during public comments. An opportunity for persons to speak on each item will be made available after the applicant and staff have made their presentations on each item. All testimony, including public testimony and evidence, will be made under oath or affirmation. Additionally, each person who gives testimony may be subject to cross-examination. If you refuse to be cross-examined or sworn-in, your testimony will be given its due weight. The general public will not be permitted to cross-examine witnesses, but the public may request the Commission ask questions of staff or witnesses on their behalf. Persons representing organizations must present evidence of their authority to speak for the organization. Further, details of the quasi-judicial procedures may be obtained from the Village Clerk.

14. Discussion/Action Items

A. Unfinished Business

B. New Business

14.A. [A RESOLUTION APPROVING BAYSHORE AGREEMENT PARKING/LANDSCAPING/EASEMENT IMPROVEMENTS - SPONSOR MAYOR BRENT LATHAM AND VICE MAYOR MARVIN WILMOTH](#)

A RESOLUTION OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA APPROVING AN AGREEMENT WITH BAYSHORE YACHT AND TENNIS CLUB CONDOMINIUM ASSOCIATION, INC. RELATED TO PARKING AND COMMUNITY ENHANCEMENTS; PROVIDING FOR AUTHORIZATION; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

Approve agreement with Bayshore Yacht and Tennis Club (BYTC) that will allow BYTC to participate in the Harbor Island parking permit program while ensuring that BYTC provides practical and aesthetic enhancements to their public-facing areas.

[Resolution Approving Agreement with Bayshore.3J63188.DOCX](#)

[Bayshore Exhibit A - Plaza and Potted Trees.pdf](#)

[Bayshore Exhibit A - Photo of Bayshore Parking Spot Locations.jpg](#)

[Renovated Plaza in front of Bayshore.jpg](#)

14.B. [RESOLUTION APPROVING BUDGET AMENDMENT FOR PURCHASE AND INSTALLATION OF SWINGS AT VOGEL PARK - SPONSORED BY MAYOR LATHAM, AND CO-SPONSORED BY VICE MAYOR MARVIN WILMOTH](#)

Adopt resolution approving budget amendment to provide funding for purchase of playground equipment (i.e. swing set) for installation at Vogel Park as well as associated permitting costs and state and county fees.

[Resolution Approving Budget Amendment - 2021-2022 - Playground Equipment-3KI9490.DOCX](#)

[Exhibit A - Budget Amendment-Swings for Vogel Park.pdf](#)

[Attachment A - Quote 1 - 11656.pdf](#)

[Attachment B - Quote 2 - 11658.pdf](#)

[Playground_Services_Inc_-_Arched_Swing_Set__2__-_One_Bay_-_116.jpg](#)

[Playground Services Inc - Arched Swing Set \(2\) - One Bay](#)

[Playground Services Inc - Arched Swing Set \(4\) - Two Bays ADA and Toddler Only](#)

[Playground Services Inc - Arched Swing Set \(4\) - Two Bays.jpg](#)

[Playground Services Inc - Arched Swing Set \(4\) - Two Bays and ADA - 116.jpg](#)

[Playgrounds Alpha - Two Quotes for One Bay \(2\) and Two Bays \(4\).pdf](#)

14.C. [RESOLUTION APPROVING ISSUANCE OF WORK ORDER TO SFM SERVICES, INC. FOR TREE PLANTING SERVICES FOR THE BEAUTIFICATION OF HARBOR ISLAND - SPONSORED BY MAYOR BRENT LATHAM AND VICE MAYOR MARVIN WILMOTH](#)

A RESOLUTION OF THE COMMISSION OF NORTH BAY VILLAGE, FLORIDA, AUTHORIZING THE VILLAGE MANAGER TO ISSUE A WORK ORDER TO SFM LANDSCAPE SERVICES, LLC FOR THE HARBOR ISLAND LANDSCAPE IMPROVEMENT PROJECT IN AN AMOUNT NOT TO EXCEED \$51,805.80; AMENDING THE BUDGET FOR FISCAL YEAR 2021-2022; AND PROVIDING FOR AN EFFECTIVE DATE.

[Resolution Approving Work Order to SFM Services for Additional Landscape Services - Harbor Island Landscaping - With Budget Amendment-3KI9306.DOCX](#)

[Exhibit A-1 - Proposal for Tree Planting - HI.pdf](#)

[Exhibit A-2 - HI Map for Tree Planting - 3.pdf](#)

[Exhibit B - Budget Amendment-HI Beautification LI Project CP22-05 04.05.22.pdf](#)

- 14.D. [DISCUSSION TO APPROVE A FORMAL PARTNERSHIP BETWEEN NORTH BAY VILLAGE AND THE CONSULATE OF THE REPUBLIC OF POLAND AND THE AMERICAN INSTITUTE OF POLISH CULTURE - SPONSORED BY MAYOR BRENT LATHAM](#)

To partner with the Consul of Poland and the American Institute of Polish Culture in order to assist local organizations in Poland in their mission to improve the quality of life.

[Memo - Discussion on bilateral relationship with Polish Consul.pdf](#)

- 14.E. [DISCUSSION TO FORM A SISTER-CITY AGREEMENT BETWEEN TOWN OF PUSZCZYKOWO IN POLAND AND NORTH BAY VILLAGE - SPONSORED BY MAYOR BRENT LATHAM](#)

To prepare a sister-city agreement in an effort to enhance the relationship between North Bay Village and the Town of Puszczykowo in hope of improving the quality of life of those in need.

[Memo - Discussion to form a sister-city agreement between Town of Puszuz....pdf](#)

- 14.F. [ESTABLISHING NORTH BAY VILLAGE'S 2022-2023 FEDERAL LEGISLATIVE PRIORITIES/APPROPRIATION REQUESTS - SPONSORED BY COMMISSIONER RACHEL STREITFELD](#)

A RESOLUTION OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, ESTABLISHING THE VILLAGE'S 2022-2023 FEDERAL LEGISLATIVE PRIORITIES AND APPROPRIATION REQUESTS; REQUESTING MIAMI-DADE COUNTY'S SUPPORT OF THE VILLAGE'S FEDERAL PRIORITIES IN APPLICABLE FEDERAL FUNDING APPLICATIONS; PROVIDING FOR TRANSMITTAL; AND PROVIDING FOR AN EFFECTIVE DATE.

[Resolution Establishing 2022-2023 Federal Legislative Priorities and Appropriation Requests-3KI7375.DOCX](#)

14.G. APPOINTING NEW MEMBERS TO ADVISORY BOARDS TO FILL VACANCIES - D
EASTMAN, INTERIM VILLAGE CLERK

It is requested that one new member be appointed to fill a vacancy on the **Animal Control Advisory Board** and one Alternate member on the **Planning and Zoning Board**.

15. 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).



NORTH BAY VILLAGE
EST. 1945

ITEM NO. 3.A

North Bay Village Recommendation Memorandum

DATE: April 12, 2022
TO: Honorable Mayor, Vice Mayor and Members of the Village Commission
FROM: Sandra Siefken, Senior Accountant

**SPONSORED
BY:**

SUBJECT: ANNUAL COMPREHENSIVE FINANCIAL REPORT FY ENDED 09/30/2021
Presentation - Andrew S. Fierman CPA, Partner, Caballero Fierman Llerena & Garcia, LLP. -
Village Manager Dr. Ralph Rosado (Chief Financial Officer Angela Atkinson)

RECOMMENDATION

BACKGROUND AND ANALYSIS

Annual Comprehensive Financial Report for the FY ended 9/30/2021. Final Draft to be attached at later date.

Discussion of this item will help to make North Bay Village financially safer and more transparent; as such, it promotes the pillar of Efficiency.

Efficiency

North Bay Village seeks to minimize the wasting of materials, energy, efforts, money, and time in doing something or in producing a desired result.

BUDGETARY/FINANCIAL IMPACT (Finance Dept.)

NONE

PERSONNEL IMPACT

NONE



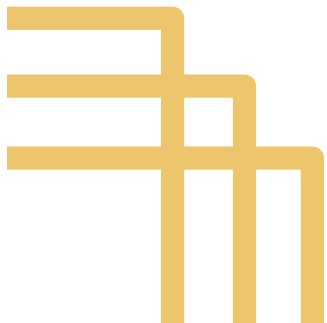
NORTH BAY VILLAGE
EST. 1945

NORTH BAY VILLAGE, FL



**Annual Comprehensive Financial
Report for the Fiscal Year Ended**

September 30, 2021



**ANNUAL COMPREHENSIVE FINANCIAL REPORT
NORTH BAY VILLAGE, FLORIDA
FOR THE FISCAL YEAR ENDED
SEPTEMBER 30, 2021**

**Prepared By
The Finance Department**

NORTH BAY VILLAGE, FLORIDA
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INTRODUCTORY SECTION



NORTH BAY VILLAGE
EST. 1945

North Bay Village

Administrative Offices

1666 Kennedy Causeway, Suite 300 North Bay Village, FL 33141

Tel: (305) 756-7171 Fax: (305) 756-7722 Website:

www.nbvillage.com

March 31, 2022

The Honorable Mayor Brent Latham and
The Members of the Village Commission, and
The Citizens of North Bay Village

In accordance with Section 11.45, and Section 218.39 Florida Statutes and Section 4.01 of North Bay Village, Florida's ("the Village") Charter, submitted herewith is the Village's Annual Comprehensive Financial Report (the "ACFR") for the fiscal year ended September 30, 2021.

The financial statements included in this report conform to generally accepted accounting principles in the United States ("GAAP") as prescribed by the Governmental Accounting Standards Board ("GASB"). The Village is responsible for the accuracy of the data and the completeness and fairness of the presentation, including all disclosures. The financial statements have been audited by Caballero Fierman Llerena & Garcia, LLP. The independent auditors have issued an unmodified opinion that this report fairly presents the financial position of the Village and complies with all reporting standards noted above.

The contents of this report are aimed at compliance with GASB pronouncements, including Statement No. 34, requiring the preparation of government-wide financial statements on a full accrual basis of accounting for all funds and including Management's Discussion and Analysis.

THE REPORTING ENTITY AND ITS SERVICES

The Village was incorporated on June 4, 1945, and is a political subdivision of the State of Florida. The Village operates under a Commission-Manager form of government and provides General Government, Public Safety, Utility and Community Services to its residents and business community. The Mayor and four (4) Commissioners are responsible for establishing the Village's policies. The Mayor and Commission appoint the Village Manager who is the Chief Administrative Officer of the Village and is responsible for implementing policies adopted by the Commission.

This report includes all of the funds for which the Village is financially accountable. Although Miami-Dade County, Miami-Dade Fire and Rescue, Miami-Dade Library, Florida Inland Navigation District, South Florida Water Management District and the Children's Trust levy and collect taxes on property located within the Village's corporate limits, financial information on these taxing authorities is not included in this report since each has a separate elected governing body, are legally separate and are fiscally independent of the Village. Annual financial reports of these units of government are available upon request from each authority.

The Village consists of an area of approximately .80 square miles, with a population of 8,211 residents. The actual land area is .37 square miles and the remaining is the waters of Biscayne Bay that surrounds the Village. Currently there are various new mixed-use, residential, and commercial developments in the Village's review and approval process. One of the attractions for new development is that North Bay Village is a 3 island paradise surrounded by Biscayne Bay. The Village is working on a waterfront public promenade (the Island Walk) to show off the beautiful views of Biscayne Bay.

Fiscal Year 2021

The combination of a mix of small (older) and larger (newer) condominiums along with the Village location on Biscayne Bay has allowed the taxable value to recover from the most recent real estate volatility. The Village's current taxable value of approximately \$ 1.11 billion shows a 67% improvement since the lowest taxable values in 2014. During the past year, we continued to see positive signs that the local economy had improved as the number of building permits and applications for mixed use (commercial and residential) projects increased. An increase in the permits for new and renovated single family homes is another positive sign of an improving economy. Another important factor is that these new projects will be producing jobs for the local economy.

The Village Manager in September 2017, declared a state of emergency in North Bay Village in response to the anticipated landfall of Hurricane Irma, and was authorized by the Village Commission to expend \$750,000 from General Fund Reserves to cover the costs incurred for hurricane related expenses. These costs including debris removal, overtime and any other necessary emergency expenses. The Village has applied for reimbursement from FEMA and has received about 99% of the eligible expenses. Any funds received from FEMA will be used to replace any reserved fund monies.

In December 2019, COVID-19 emerged and has spread around the world, resulting in business and social disruption. The coronavirus was declared a Public Health Emergency of International Concern by the World Health Organization on January 30, 2020, and subsequently a Pandemic on March 9, 2020. In addition, on March 13, 2020, the President of the United States proclaimed the COVID-19 outbreak to be a National Emergency. The Village took steps to ensure the safety of its residents in addition to the fiscal viability of its operations during this time of uncertainty.

MAJOR INITIATIVES

The Village, in 2021 continued to work on major repairs and improvements to the Village's infrastructure;

- Completed the lining of the Village's entire sanitary sewer lines in December 2020;
- Completed the water main rehabilitation project in June 2021;
- Completed the replacement of all water meters in the Village's system in June 2021;
- Ongoing construction to rehabilitate the Village's 4 sanitary sewer lift stations;
- Preparing for the competitive bid of the construction of the first phase the Island Walk project;

In addition, the following major capital improvements are in process at the end of Fiscal year 2021 and should be completed in 2021 and 2022. These projects will provide over \$ 110,000,000 of new construction.

- An RFP is being prepared for the development of a municipal complex with mixed-use (residential, office, and/or commercial components). This will include a fire station operated by Miami-Dade County.
- An RFP is being prepared for the development and operation of a sports complex and academy, recreational facilities, municipal office, and other amenities (“Galleon/TIES”). This will be a public-private partnership and will house the Police Department, Dispatch, and Code.
- An ITB is being prepared for the Wastewater Pump Station Improvements for all four Pump Stations throughout North Bay Island.

FINANCIAL INFORMATION

Internal Accounting Control

Management of the Village is responsible for establishing and maintaining internal controls designed to ensure that adequate accounting data is compiled to allow for the preparation of financial statements in conformity with GAAP. Internal control is designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that: (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management.

All internal control evaluations occurred within the above framework. We believe that the Village’s internal accounting controls adequately safeguard assets and provide reasonable assurance of proper recording of financial transactions. However, staffing shortages created some short-comings that have been identified starting on page 86. Management’s plans for correction have also been addressed for each of the items identified.

Budgetary Control

An annual appropriated budget is adopted for all governmental funds with the exception of the Federal Forfeiture Fund, State Forfeiture Fund, Police Improvement Trust Fund (Special Revenue Funds) and Parks Improvement Fund (Capital Project Fund). In accordance with Village Ordinance, appropriations are legally controlled at the Department level. Encumbrance accounting, under which purchase orders and other commitments for the expenditure of funds are recorded in the accounting records, is utilized throughout the fiscal year.

Overview of Financial Activity

The accompanying financial statements reflect that the Village has continued to expand its services to meet the demands of its residential and business communities. A summary of the major financial activities is included in the Management Discussion and Analysis Section of this report.

Fund Balances

Fund balances classified as restricted are those with externally enforceable limitations on use. Fund balances classified as committed can only be used for specific purposes determined by formal action of the Village Commission through an ordinance. Commitments can only be changed or lifted by the Village Commission through an ordinance. Assigned fund balances are amounts that the Village intends to use for a specific purpose but are neither restricted nor committed. Unassigned fund balance can be viewed as the net resources available at the end of the year.

Retirement Programs

The Village contributes to the Florida Retirement system (FRS) which is the basic defined benefit pension plan for most Village employees. The FRS contributions are based on employee classifications. The Village also contributes to a defined contribution plan for 3 employees that remained when the Village converted to the FRS. The plans currently cover all full-time and part-time employees of the Village. Under these plans, the Village contributes between 10% and 29% to the FRS. The employees covered by the FRS System contribute 3.0% of salary. The employees covered by the defined contribution plan contribute 5.5 % of salary through a bi-weekly payroll deduction and the Village contributes 13.5 %.

Labor Contracts

The Village has Collective Bargaining Agreements (CBA) with two unions. One union, Fraternal Order of Police (FOP), is for sworn police officers and their CBA expires September 30, 2022. The other union (FOPA) covers the non-managerial and blue collar work force. The FOPA contract expires September 30, 2022.

Financing Programs and Debt Administration

The Village currently has eleven outstanding long-term debt issues. The Village has seven water and sewer infrastructure loans through the Florida Department of Environmental Protection (DEP). The seven loans are accounted for entirely in the Utility Fund and are paid from customer charges for services. These loans have various interest rates ranging from .09% to 2.99%. The last loan will be paid off in October 2037. The principal outstanding on the water and sewer infrastructure loans as of September 30, 2021 totaled \$7,470,865.

The Village has two General Obligation (GO) bond issues outstanding. They were issued in 2010 and 2011 and will be paid off in December 2031 and June 2028, respectively. The total principal outstanding on the GO bonds as of September 30, 2021 is \$4,101,430.

The Village in May 2018 issued \$2,350,000 taxable note for the purchase of the Sakura property. The purchase price was \$2,295,000 and had a coupon interest rate of 3.336%. This was a 3-year Note with a balloon payment of \$2,270,000 in July 2021. In May 2021, the note was refinanced for a 15-year term. The new note bears interest of 2.984% and is payable semiannually while principal ranging from \$125,000 to \$190,000 is payable annually on July 1 of each year through July 1, 2036. The note is secured by all non-ad valorem revenues which are legally available to make debt payments when due. The outstanding principal balance as of September 30, 2021 is \$2,350,000.

In fiscal year ended September 30, 2020, the Village borrowed \$1,500,000 relating to a Road Improvement Revenue Note, Series 2020, for the purpose of financing the costs of improvements to the Village's roadways and paying costs of issuance of the note. The note bears interest of 1.221% and is payable semiannually while principal ranging from \$90,000 to \$110,000 is payable annually on July 1 of each year through July 1, 2035, when the remaining balance of \$1,500,000 is due. The note is secured by all non-ad valorem revenues which are legally available to make debt payments when due. The outstanding principal balance as of September 30, 2021 is \$1,410,000.

OTHER INFORMATION

Independent Audit

In accordance with Section 11.45(3) (a) (4), Florida Statutes, and 4.1 of the Village Charter, the Village engaged the firm of Caballero Fierman Llerena & Garcia, LLP, to perform the independent audit of the Village's accounts and records. The independent auditors' reports are included in the Financial Section.

Certificate of Achievement

The Government Finance Officers Association of the United States and Canada ("GFOA") awards the Certificate of Achievement for Excellence in Financial Reporting to units of governments whose annual financial reports meet the standards established by GFOA. This report must satisfy both generally accepted accounting principles and applicable legal requirements. It is designed to provide the reader a report that is formatted the same across multi governments throughout the United States and Canada. The Village submitted the Fiscal year 2020 financial statements under this program and was awarded the Village's seventh COA award.

A Certificate of Achievement is valid for a period of one year only. We believe that our current comprehensive annual financial report meets the Certificate of Achievement Program's requirements and we are submitting it to the GFOA to determine its eligibility for the Village's seventh straight certificate award.

Acknowledgements

The preparation of this report on a timely basis could not have been accomplished without the efficient and dedicated services of the entire Finance Department. We express our appreciation to all members of the Department who assisted and contributed to its preparation. We also wish to thank the Village Mayor and Commission for their interest and support in planning and conducting the Village's financial operations in a responsible and progressive manner.

Respectfully submitted,



Ralph Rosado, PhD, AICP
Village Manager



Angela Atkinson
Chief Financial Officer



Government Finance Officers Association

Certificate of
Achievement
for Excellence
in Financial
Reporting

Presented to

**North Bay Village
Florida**

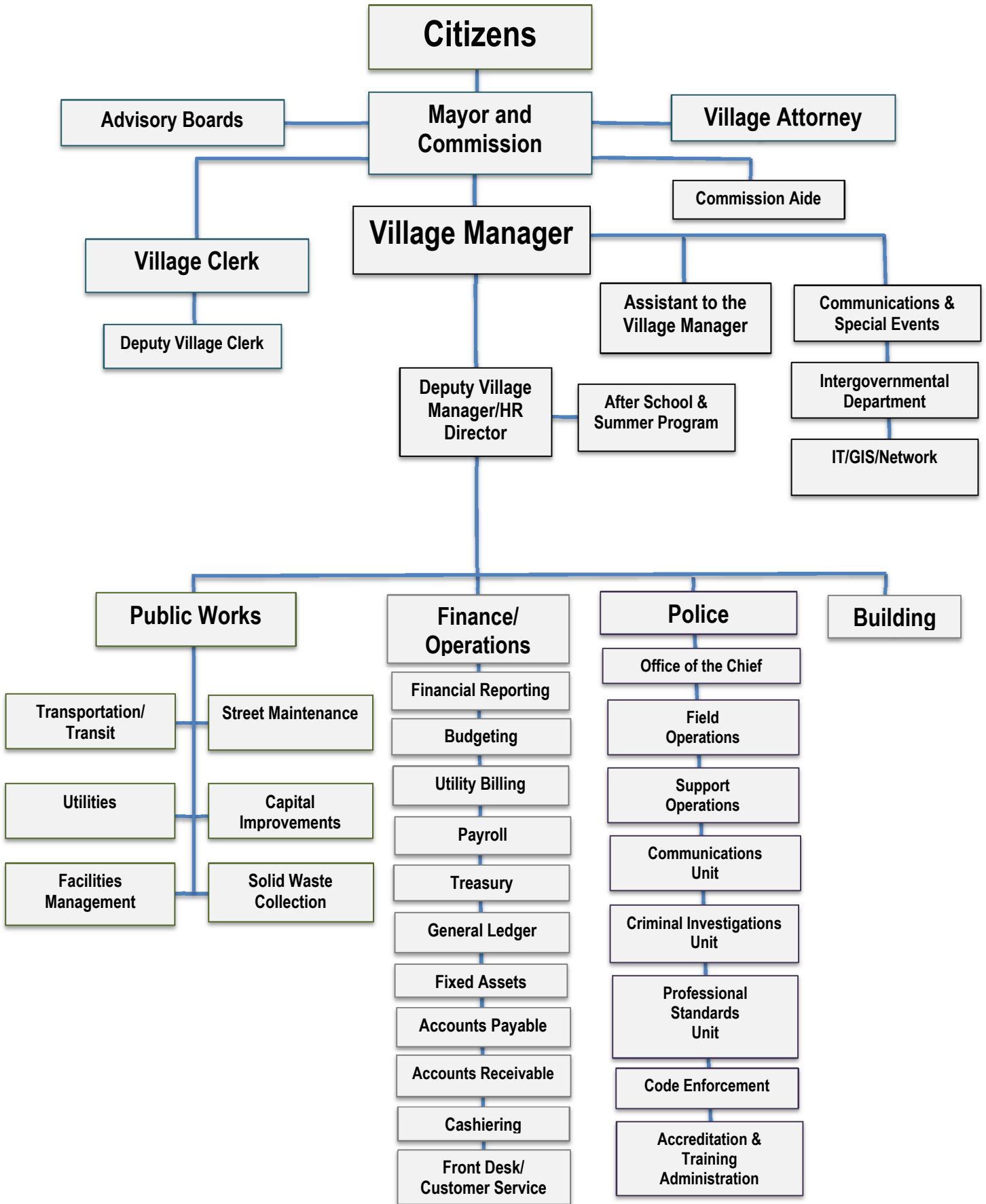
For its Annual Comprehensive
Financial Report
For the Fiscal Year Ended

September 30, 2020

Christopher P. Morill

Executive Director/CEO

ORGANIZATIONAL CHART



NORTH BAY VILLAGE, FLORIDA
LIST OF ELECTED AND PRINCIPAL OFFICIALS
SEPTEMBER 30, 2021

<u>Title</u>	<u>Name</u>
Mayor	Brent Latham
Vice Mayor	Marvin Wilmoth
Commissioner	Richard Chervony
Commissioner	Julianna Strout
Commissioner	Rachel Streitfeld
Village Manager	Ralph Rosado, PhD, AICP
Village Clerk	Debra Eastman
Village Attorney	Haydee Sera
Chief Financial Officer	Angela Atkinson
Police Chief	Carlos Noriega

FINANCIAL SECTION

INDEPENDENT AUDITORS' REPORT



INDEPENDENT AUDITORS' REPORT

Honorable Mayor and Members of the Village Commission
North Bay Village, Florida

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the North Bay Village, Florida, (the "Village") as of and for the fiscal year ended September 30, 2021, and the related notes to the financial statements, which collectively comprise the Village's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Village's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Village, as of September 30, 2021, and the respective changes in financial position, and, where applicable, cash flows thereof for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis, the Budgetary Comparison Schedules, the Schedules of the Village's Net Pension Liabilities and Contributions, and the Schedule of Changes in the Village's Total OPEB Liability and Related Ratios on pages 3–8 and 41–47 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Village's basic financial statements. The introductory section, combining and individual nonmajor fund financial statements, and statistical section, are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual nonmajor fund financial statements are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual nonmajor fund financial statements are fairly stated in all material respects in relation to the basic financial statements as a whole.

The introductory and statistical sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated March 31, 2022, on our consideration of the Village's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Village's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Village's internal control over financial reporting and compliance.

Caballero Fierman Llerena & Garcia, LLP

Caballero Fierman Llerena & Garcia, LLP
Miami, Florida
March 31, 2022

MANAGEMENT'S DISCUSSION AND ANALYSIS
(Required Supplementary Information)

NORTH BAY VILLAGE, FLORIDA
MANAGEMENT'S DISCUSSION AND ANALYSIS
SEPTEMBER 30, 2021

As management of the North Bay Village, Florida (the "Village"), we offer readers of the accompanying financial statements this narrative overview and analysis of the financial activities of the Village for the fiscal year ended September 30, 2021.

Financial Highlights

The assets and deferred outflows of resources of the Village exceeded its liabilities and deferred inflows of resources at the close of the most recent fiscal year by \$13,714,904 (Total net position). Governmental activities net position amounted to \$3,393,319, and business-type net position amounted to \$10,321,585. Net position increased by \$3,302,609, during the current fiscal year. The increase in total net position was the result of an increase in Governmental fund balances of \$1,580,324, a decrease in Capital Assets net of depreciation of \$878,167, (mostly from Utility improvements), and a decrease in liabilities of \$1,262,564, (from various activities, but mostly attributed to pension-related items).

For the fiscal year ended September 30, 2021, the Village's governmental activities revenues and expenses were \$12,508,564, and \$9,565,290, respectively. As a result, governmental net position increased by \$2,943,274. The increase reflects a net increase of \$1,580,324, in total governmental fund balances; an increase in governmental capital assets net of depreciation of \$100,386; an increase in debt principal payments of \$2,827,857; an increase for the issuance of long term debt of \$2,350,000; revenue of \$10,928, collected outside of the current period that was not available for payment of current expenses, and an increase of \$773,779, in expenses related to future periods, most of which relate to pension items.

For the fiscal year ended September 30, 2021, the Village's business-type activities revenues and expenses were \$6,846,199, and \$7,205,534, respectively. As a result, business-type net position increased by \$359,335.

At the close of the current fiscal year, the Village's governmental funds reported combined fund balances of \$7,494,197, an increase of \$1,580,324, in comparison with the prior year. Approximately 44% of this amount (\$3,600,230) is unrestricted and spendable. This amount represents 33% of the fiscal year's General Fund expenditures, or almost four months of operations. This is slightly higher than the prior year.

At the end of the current fiscal year, unrestricted fund balance (the total of the assigned, and unassigned components of fund balance) for the General Fund was \$3,600,230, or approximately 33% of total General Fund expenditures (3.6 months).

Overview of the Financial Statements

This discussion and analysis are intended to serve as an introduction to the Village's basic financial statements. The Village's basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, 3) and notes to the basic financial statements. This report also contains supplementary information in addition to the basic financial statements.

Government-wide financial statements - The government-wide financial statements, which consist of the following two statements described below, were designed to provide readers with a broad overview of the Village's finances, in a manner similar to a private-sector business.

The statement of net position presents information on all the Village's assets, liabilities, and deferred inflows/outflows of resources, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Village is improving or deteriorating. This statement represents full accrual accounting, including the recording (net of depreciation) of infrastructure such as roads and streets.

NORTH BAY VILLAGE, FLORIDA
MANAGEMENT'S DISCUSSION AND ANALYSIS
SEPTEMBER 30, 2021

The statement of activities presents information showing how the Village's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes, earned but unused vacation leave, and long-term obligations in the governmental funds) of the government-wide financial statements distinguish functions of the Village that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities of the Village include general government, public safety, building, planning, and zoning, public works and parks and recreation. The business type activities of the Village include water, sanitation, sewer, and storm water operations. The government-wide financial statements can be found on pages 9 and 10 of this report.

Fund financial statements - A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Village, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All the funds of the Village can be divided into two categories: governmental funds and proprietary funds.

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike government-wide financial statements, governmental financial statements focus on near-term inflows and outflows of spendable resources, as well as balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term funding and financing requirements. Governmental funds use a modified accrual basis of accounting. It recognizes revenues when they become available and measurable and, with a few exceptions, records expenditures when liabilities are incurred.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the Village's near-term funding and financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The Village maintains fifteen individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the General Fund and the American Recovery Plan Act (ARPA) Fund, which are considered Major Funds. Data from the other twelve governmental funds are combined into a single aggregated presentation. Individual fund data for each of these other major governmental funds is provided in the form of combining statements in the combining and individual fund statements and schedules section of this report.

The governmental fund financial statements can be found on pages 11 through 13 of this report.

Proprietary funds - The Village maintains one type of proprietary fund referred to as an enterprise fund. Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements and are used to account for water, sewer, sanitation, and Stormwater operations.

Proprietary funds provide the same type of information as the government-wide financial statements, only in more detail. The proprietary fund financial statements provide separate information for the utility operations and the storm water operations. Proprietary funds utilize full accrual accounting. The proprietary fund financial statements can be found on pages 15 through 17 of this report.

Notes to the basic financial statements - The notes provide additional, important, and expansive information that is essential for a full understanding of the data provided in the government-wide and fund financial statements. Readers should not overlook this important section of the financial statements. The notes to the basic financial statements can be found on pages 18 through 40 of this report.

NORTH BAY VILLAGE, FLORIDA
MANAGEMENT'S DISCUSSION AND ANALYSIS
SEPTEMBER 30, 2021

Other information - In addition to the basic financial statements and accompanying notes, this report also presents required supplementary information concerning the Village's General Fund and Transportation Fund budgetary schedules and progress in funding its obligation to provide OPEB benefits to its employees and the Village's pension liability and its contributions to fund that liability. Required supplementary information can be found on pages 41-47 of this report.

The combining statements referred to earlier in connection with non-major governmental funds are presented immediately following the required supplementary information. Combining and individual fund statements and schedules can be found on pages 50-51 of this report.

Government-Wide Financial Analysis

Net position - As noted earlier, net position over time may serve as a useful indicator of the Village's financial position. In the case of the Village, total assets exceeded liabilities by \$13,714,904, at the close of September 30, 2021. Governmental activities net position totaled \$3,393,319, and business-type activities net position totaled \$10,321,585. The following table presents a condensed statement of net position as compared to the prior year:

	Governmental Activities		Business-type Activities		Total	
	2021	2020	2021	2020	2021	2020
Current and other assets	\$ 8,906,750	\$ 7,262,581	\$ 5,401,732	\$ 4,153,715	\$ 14,308,482	\$ 11,416,296
Restricted assets	1,467,660	-	457,057	459,390	1,924,717	459,390
Capital assets, net	12,051,463	11,951,077	17,303,267	18,281,820	29,354,730	30,232,897
Total assets	<u>22,425,873</u>	<u>19,213,658</u>	<u>23,162,056</u>	<u>22,894,925</u>	<u>45,587,929</u>	<u>42,108,583</u>
Deferred outflows of resources	2,353,811	4,169,812	364,258	588,934	2,718,070	4,758,746
Current and other liabilities	3,705,727	4,336,851	1,924,407	1,616,493	5,630,134	5,953,344
Long term liabilities	11,461,720	17,830,540	10,317,931	11,796,923	21,779,651	29,627,463
Total liabilities	<u>15,167,447</u>	<u>22,167,391</u>	<u>12,242,338</u>	<u>13,413,416</u>	<u>27,409,785</u>	<u>35,580,807</u>
Deferred inflow of resources	6,218,919	766,034	962,391	108,193	7,181,310	874,227
Net investment in capital assets	4,113,934	3,535,691	7,208,169	7,980,181	11,322,103	11,515,872
Restricted	3,887,001	3,939,703	-	-	3,887,001	3,939,703
Unrestricted	(4,607,616)	(7,025,349)	3,113,416	1,982,069	(1,494,200)	(5,043,280)
Total net position	<u>\$ 3,393,319</u>	<u>\$ 450,045</u>	<u>\$ 10,321,585</u>	<u>\$ 9,962,250</u>	<u>\$ 13,714,904</u>	<u>\$ 10,412,295</u>

By far, the largest portion of the Village's net position reflects its investment in capital assets (e.g., land, buildings, machinery, equipment, vehicles, and infrastructure), net of depreciation and less any related outstanding debt that was used to acquire those assets (\$11,322,103). The Village uses these capital assets to provide a variety of services to its citizens. Accordingly, these assets are not available for future spending. Although the Village's investment in capital assets is reported net of related debt, it should be noted that the resources used to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

An additional portion (\$3,887,001) of the Village's net position represents resources that are subject to external restrictions on how they may be used. Of that amount, \$2,945,465, must be used for certain transportation-related activities; \$490,011, must be used for certain law enforcement activities; and \$137,431, must be used for various recreation and human services activities. The remaining balance of (\$4,607,616) represents a deficit net position. This deficit net position is mainly the result of the Governmental Accounting Standards Board's requirements for reporting of the net pension liability. The Village is a member of the Florida Retirement System (FRS) and presents the Village's portion of the net pension liability for FRS on its government wide financial statements.

NORTH BAY VILLAGE, FLORIDA
MANAGEMENT'S DISCUSSION AND ANALYSIS
SEPTEMBER 30, 2021

Changes in net position - Governmental activities and business-type activities increased the Village's net position by \$3,302,609, from the previous fiscal year. The relevant revenue and expense categories and their effect on net position are summarized in the table below. The information presented in this table will be used in the subsequent discussion of governmental and business-type activities:

	Governmental Activities		Business-Type Activities		Totals	
	2021	2020	2021	2020	2021	2020
Revenues:						
Program Revenues:						
Charges for Services	\$ 1,154,344	\$ 1,059,484	\$ 7,045,886	\$ 6,554,239	\$ 8,200,230	\$ 7,613,723
Operating Grants and Contributions	1,556,779	840,338	-	-	1,556,779	840,338
Capital Grants and Contributions	362,604	61,478	150,000	340,895	512,604	402,373
General Revenues:						
Property Taxes	6,966,828	6,408,988	-	-	6,966,828	6,408,988
Other Taxes and Fees	2,311,812	2,128,283	-	-	2,311,812	2,128,283
Interest Income	35,608	43,221	1,296	716	36,904	43,937
Other General Revenues	120,589	199,298	8,352	-	128,941	199,298
Total Revenues	12,508,564	10,741,090	7,205,534	6,895,850	19,714,098	17,636,940
Expenses:						
General Government	2,454,219	3,325,014	-	-	2,454,219	3,325,014
Public Safety	5,193,586	6,714,598	-	-	5,193,586	6,714,598
Public Works	665,142	1,110,343	-	-	665,142	1,110,343
Building, Planning, and Zoning	447,401	463,238	-	-	447,401	463,238
Recreation and Human Services	550,391	714,022	-	-	550,391	714,022
Interest and Fiscal Charges	254,551	259,283	-	-	254,551	259,283
Utility	-	-	6,320,663	5,154,453	6,320,663	5,154,453
Stormwater Utility	-	-	525,536	127,863	525,536	127,863
Total Expenses	9,565,290	12,586,498	6,846,199	5,282,316	16,411,489	17,868,814
Change In Net Position Before						
Transfers	2,943,274	(1,845,408)	359,335	1,613,534	3,302,609	(231,874)
Transfers Between Funds	-	1,149,504	-	(1,149,504)	-	-
Increase (decrease) in net position	2,943,274	(695,904)	359,335	464,030	3,302,609	(231,874)
Net position - Beginning	450,045	1,145,949	9,962,250	9,498,220	10,412,295	10,644,169
Net Position - Ending	\$ 3,393,319	\$ 450,045	\$ 10,321,585	\$ 9,962,250	\$ 13,714,904	\$ 10,412,295

Governmental activities - During the current fiscal year, net position for governmental activities increased \$2,943,274, from the prior fiscal year. The major reason for the incline was an increase in recurring revenues. Of the increase in revenues, \$1,919,383, came from State and Federal grant contributions and should not be considered recurring revenues. The Village saw decreases in all operations, with expenses in all departments declining.

Business-type Activities - For the Village's business-type activities, the results for the current fiscal year again positive. Net position before transfers decreased by 77%. However, the Village no longer classifies its cost allocation as a transfer to the General Fund, increasing the change in net position to 3.6%. Of the \$359,335, increase to Net Position, \$150,000, came from State and Federal grant contributions to the Stormwater and Utility Systems and should not be considered recurring revenues.

NORTH BAY VILLAGE, FLORIDA
MANAGEMENT'S DISCUSSION AND ANALYSIS
SEPTEMBER 30, 2021

Financial Analysis of the Governmental Funds

Governmental funds - The focus of the Village's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Village's financing requirements. In particular, unassigned fund balance may serve as a useful measure of the Village's net resources available for spending as they represent the portion of fund balance which has not yet been limited to use for a particular purpose by either an external party, the Village itself, or a group or individual that has been delegated authority to assign resources for use for particular purposes by the Village Commission.

As of the end of the current fiscal year, the Village's governmental funds reported combined ending fund balances of \$7,494,197, an increase of \$1,580,324, from the prior year. Approximately 44%, or \$3,299,756, of the combined fund balance represents the spendable and unrestricted portion of the fund balance. Approximately \$1,653,572, is assigned as a reserve. It represents 20% of the year's General Fund budgeted expenditures, as required by the Village's code. The remainder of the fund balance is either non-spendable or restricted to purposes:

- 1) not in spendable form, all as prepaid expenditures (\$159,683)
- 2) restricted by external sources, law, or legislation legally restricting its use for purposes (\$4,034,758)

The 20% assignment of fund balance represents a North Bay Village code requirement for a type of reserve that can only be used for non-emergency uses limited to unanticipated capital improvements and infrastructure needs and unforeseen contingent liabilities or for emergency uses including unscheduled natural disasters/emergencies, acts of God or war, and for the emergency health, safety and welfare needs of the Village. The Village Code specifies the way the funds can be appropriated and how they must be replenished or established. While the Code requires a super majority vote to enact appropriation, the underlying code can be amended by a simple majority vote.

The General Fund is the chief operating fund of the Village. By definition, it accounts for all activity not accounted for in another fund.

The American Recovery Plan Act (ARPA) Fund is a new major fund for fiscal year 2021, with an increase in unearned revenue of \$1,667,689. These revenues from the U.S. Treasury are restricted for specific projects.

The Village maintains seven special revenue funds (Building Fees, Street Maintenance, Transportation, State Forfeiture, Federal Forfeiture, Children Services, and Police Improvement), two debt service funds, and four Capital Project Funds (Parks Improvements, CITT Roadway Improvements, General Obligation Bond Capital Projects and Capital Projects). The combined fund balances for these six minor funds (all but Transportation) totaled a deficit of \$188,207, at fiscal year-end. The Transportation fund (also sometimes called the CITT fund), had a total fund balance of \$1,498,952.

Proprietary funds - The Village's two proprietary funds (Utility fund and Stormwater Utility fund) provide the same type of information found in the government-wide financial statements, but in more detail. The Net position of the proprietary funds at the end of the year amounted to \$10,321,585, and included an unrestricted net position of \$2,777,178, in the Utility Fund. The \$1,006,788, increase of unrestricted net position was due to the increase of Sewer and Metered Water Charges. This improved the overall proprietary unrestricted net position by \$1,131,347, and reduced the Net investment in capital assets by \$772,012. During the year, and subsequent to fiscal year end, the Village relies upon more of the revenue generated in this fund to support General Fund operations.

General Fund Budgetary Highlights

General fund revenues exceeded final budgeted amounts by \$713,431. The variances were generally across all major categories of revenues; however, Business Tax Receipts, Franchise Fees-Gas, Alcohol Beverage License, State revenue sharing, and Communication service tax were noticeably more than anticipated. Total expenditures were \$179,253, less than the final budget. Almost all of the departmental expenditures were under budget. After the Refinancing of the Sakura Property the net change in the General Fund balance was \$924,711.

NORTH BAY VILLAGE, FLORIDA
MANAGEMENT'S DISCUSSION AND ANALYSIS
SEPTEMBER 30, 2021

Capital Assets and Debt Administration

Capital assets - The Village's capital assets, less accumulated depreciation, for its governmental and business-type activities as of September 30, 2021, amounted to \$12,051,463, and \$17,303,267, respectively, and consists of land, construction in progress, buildings and improvements, improvements other than buildings, vehicles, and machinery and equipment. During the year, the Village added \$504,003 of new capital assets and disposed of \$51,231, and \$20,046, for vehicles and machinery & equipment, respectively. The Village's Business-type activities added \$37,306, of new assets, all underground utilities and disposed of \$10,169, most of which was equipment & vehicles. A more detailed schedule can be found on pages 25 and 26 of the notes to the financial statements.

Long-term debt - At the end of the current fiscal, the Village has governmental activities debt outstanding of \$7,861,430. However, \$1,131,430 of that amount has been defeased subsequent to year end, meaning it has been effectively refunded, leaving \$6,730,000 outstanding. Of that amount, \$2,970,000 is a General Obligation bond. The Village levies an additional voter-approved property tax rate to pay for the annual principal and interest on this debt. The Village also has a Series 2021 Note outstanding for \$ 2,350,000 which is secured by non-ad valorem revenues. This debt was used to purchase an additional parcel of land for a new Village Hall/Police/Fire complex. The Village also has a Series 2020 Road Improvement Revenue Note of \$1,410,000. This debt will be used to fund CITT Roadway Improvements.

The Village's Utility Fund has State Revolving Fund (SRF) debt outstanding of \$10,095,098. The State Revolving Fund debt is secured by the gross revenues derived yearly from the operation of the Utility Fund after payment of operating and maintenance expenses.

Also, in fiscal year 2021, the Village's business-type activities were undertaking additional projects for which it expects to borrow additional funding. The Village's financial advisor has computed that the existing rate structure (rates were increased in fiscal year 2020) would be sufficient to support all issued, unissued, and anticipated debt.

Authorized but unissued debt - In 2006 and again in 2008, Village voters approved General Obligation bonds totaling \$28,400,000 for various community improvements, of which only \$8,410,000 had been issued as of September 30, 2021. The bonds, if issued, would be repaid with a separate voted debt service millage rate each year the bonds are outstanding. The Village does not believe this would adversely affect its finances but does increase the local burden to property owners.

Additional information related to long-term debt can be found under Note 7 to the financial statements, found on pages 27-30.

Requests for Information

This financial report is designed to provide a general overview of the Village's finances for all those with an interest. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Village Manager, North Bay Village, 1666 Kennedy Causeway, Suite 300, North Bay Village, FL, 33141.

BASIC FINANCIAL STATEMENTS

NORTH BAY VILLAGE, FLORIDA
STATEMENT OF NET POSITION
SEPTEMBER 30, 2021

	Governmental Activities	Business- Type Activities	Total
<u>ASSETS</u>			
Cash and cash equivalents	\$ 7,233,540	\$ 5,410,544	\$ 12,644,084
Investments	57,326	9,928	67,254
Restricted cash	1,467,660	457,057	1,924,717
Receivables, net	698,014	681,938	1,379,952
Prepaid items	159,157	57,509	216,666
Internal balances	758,187	(758,187)	-
Other assets	526	-	526
Capital assets:			
Not being depreciated	7,945,031	119,584	8,064,615
Being depreciated, net	<u>4,106,432</u>	<u>17,183,683</u>	<u>21,290,115</u>
Total assets	<u>22,425,873</u>	<u>23,162,056</u>	<u>45,587,929</u>
<u>DEFERRED OUTFLOWS OF RESOURCES</u>			
Pensions	<u>2,353,812</u>	<u>364,258</u>	<u>2,718,070</u>
Total deferred outflows	<u>2,353,812</u>	<u>364,258</u>	<u>2,718,070</u>
<u>LIABILITIES</u>			
Accounts payable and accrued liabilities	838,907	606,562	1,445,469
Retainage payable	76,099	-	76,099
Payroll liabilities	169,441	13,369	182,810
Accrued interest payable	35,458	24,792	60,250
Unearned revenue	1,749,780	350,000	2,099,780
Customer deposits	-	457,207	457,207
Due within one year:			
Compensated absences payable	125,289	65,000	190,289
Debt	702,857	406,255	1,109,112
Net pension liability	7,896	1,222	9,118
Due in more than one year:			
Compensated absences payable	1,260,007	158,155	1,418,162
Debt	7,158,573	9,688,843	16,847,416
Net pension liability	2,812,772	435,283	3,248,055
OPEB liability	<u>230,368</u>	<u>35,650</u>	<u>266,018</u>
Total liabilities	<u>15,167,447</u>	<u>12,242,338</u>	<u>27,409,785</u>
<u>DEFERRED INFLOWS OF RESOURCES</u>			
Pensions	<u>6,218,919</u>	<u>962,391</u>	<u>7,181,310</u>
Total deferred inflows of resources	<u>6,218,919</u>	<u>962,391</u>	<u>7,181,310</u>
<u>NET POSITION</u>			
Net investment in capital assets	5,523,934	7,208,169	12,732,103
Restricted for:			
Transportation projects	2,945,465	-	2,945,465
Law enforcement	137,431	-	137,431
Recreation and human services	451,525	-	451,525
Assigned for:			
Subsequent year's expenditures	352,580	-	352,580
Unrestricted net position (deficit)	<u>(6,017,616)</u>	<u>3,113,416</u>	<u>(2,904,200)</u>
Total net position	<u>\$ 3,393,319</u>	<u>\$ 10,321,585</u>	<u>\$ 13,714,904</u>

See notes to basic financial statements

NORTH BAY VILLAGE, FLORIDA
STATEMENT OF ACTIVITIES
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2021

	Program Revenues			Net (Expense) Revenue and Changes in Net Position			
	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business- Type Activities	Total
Functions/Programs							
Governmental activities:							
General government	\$ 2,454,219	\$ 178,852	\$ 794,326	\$ -	\$ (1,481,041)	\$ -	\$ (1,481,041)
Public safety	5,193,586	434,269	66,848	-	(4,692,469)	-	(4,692,469)
Public works	665,142	-	541,270	122,604	(1,268)	-	(1,268)
Building, planning and zoning	447,401	541,223	-	-	93,822	-	93,822
Recreation and human services	550,391	-	154,335	240,000	(156,056)	-	(156,056)
Interest and fiscal charges	254,551	-	-	-	(254,551)	-	(254,551)
Total governmental activities	<u>9,565,290</u>	<u>1,154,344</u>	<u>1,556,779</u>	<u>362,604</u>	<u>(6,491,563)</u>	<u>-</u>	<u>(6,491,563)</u>
Business-type activities:							
Utility Fund	6,320,663	6,930,585	-	-	-	609,922	609,922
Stormwater Utility	525,536	115,301	-	150,000	-	(260,235)	(260,235)
Total business-type activities	<u>6,846,199</u>	<u>7,045,886</u>	<u>-</u>	<u>150,000</u>	<u>-</u>	<u>349,687</u>	<u>349,687</u>
Total	<u>\$ 16,411,489</u>	<u>\$ 8,200,230</u>	<u>\$ 1,556,779</u>	<u>\$ 512,604</u>	<u>(6,491,563)</u>	<u>349,687</u>	<u>(6,141,876)</u>
General revenues:							
Ad valorem taxes					6,966,828	-	6,966,828
Franchise fees based on gross receipts					459,673	-	459,673
Utility taxes					632,833	-	632,833
Sales tax					743,227	-	743,227
Intergovernmental (unrestricted)					490,017	-	490,017
Interest income					35,608	1,296	36,904
Miscellaneous					120,589	8,352	128,941
Loss on disposal of capital assets					(13,938)	-	(13,938)
Total general revenues					<u>9,434,837</u>	<u>9,648</u>	<u>9,444,485</u>
Change in net position					<u>2,943,274</u>	<u>359,335</u>	<u>3,302,609</u>
Net position - Beginning					<u>450,045</u>	<u>9,962,250</u>	<u>10,412,295</u>
Net position - Ending					<u>\$ 3,393,319</u>	<u>\$ 10,321,585</u>	<u>\$ 13,714,904</u>

See notes to basic financial statements

NORTH BAY VILLAGE, FLORIDA
BALANCE SHEET
GOVERNMENTAL FUNDS
SEPTEMBER 30, 2021

	Major Funds			
	General	American Recovery Plan Act (ARPA) Fund	Nonmajor Governmental Funds	Total Governmental Funds
<u>ASSETS</u>				
Cash and cash equivalents	\$ 2,580,327	\$ 1,667,689	\$ 2,825,524	\$ 7,073,540
Investments	57,326	-	-	57,326
Restricted cash	160,000	-	1,467,660	1,627,660
Accounts receivable, net	379,443	-	318,571	698,014
Prepaid items	155,153	-	4,530	159,683
Due from other funds	1,219,448	-	-	1,219,448
Total assets	\$ 4,551,697	\$ 1,667,689	\$ 4,616,285	\$ 10,835,671
 <u>LIABILITIES</u>				
Accounts payable and accrued liabilities	\$ 549,608	\$ -	\$ 287,149	\$ 836,757
Retainage payable	-	-	76,099	76,099
Accrued payroll and benefits	164,615	-	6,976	171,591
Unearned revenue	82,091	1,667,689	-	1,749,780
Due to other funds	-	-	461,261	461,261
Total liabilities	796,314	1,667,689	831,485	3,295,488
 <u>DEFERRED INFLOWS OF RESOURCES</u>				
Unavailable revenues	-	-	45,986	45,986
Total deferred inflows of resources	-	-	45,986	45,986
 <u>FUND BALANCES</u>				
Nonspendable:				
Prepaid items	155,153	-	4,530	159,683
Restricted for:				
Debt service	-	-	115,896	115,896
Public works	-	-	31,861	31,861
Transportation projects	-	-	2,945,465	2,945,465
Law enforcement	-	-	137,431	137,431
Recreation and human services	-	-	451,525	451,525
Assigned to:				
Subsequent year's expenditures	352,580	-	-	352,580
Operating reserves	1,653,572	-	-	1,653,572
Unassigned	1,594,078	-	52,106	1,646,184
Total fund balances	3,755,383	-	3,738,814	7,494,197
Total liabilities, deferred inflows of resources and fund balances	\$ 4,551,697	\$ 1,667,689	\$ 4,616,285	\$ 10,835,671

See notes to basic financial statements

NORTH BAY VILLAGE, FLORIDA
RECONCILIATION OF THE BALANCE SHEET OF GOVERNMENTAL FUNDS
TO THE STATEMENT OF NET POSITION
SEPTEMBER 30, 2021

Fund balances - total governmental funds (Page 11) \$ 7,494,197

Amounts reported for governmental activities in the statement of net position are different as a result of:

Capital assets used in governmental activities are not financial resources and therefore are not reported in the governmental funds.

Governmental capital assets	16,985,948	
Less accumulated depreciation	<u>(4,934,485)</u>	12,051,463

Long-term liabilities are not due and payable in the current period and therefore are not reported in the governmental funds.

Notes payable	(7,861,430)	
Compensated absences	(1,385,296)	
Accrued interest payable	(35,458)	
Net pension liability	(2,820,668)	
Deferred outflows of resources related to pensions	2,353,812	
Deferred inflows of resources related to pensions	(6,218,919)	
OPEB liability	(230,368)	
Revenue collected outside of period of availability	<u>45,986</u>	<u>(16,152,341)</u>

Net position of governmental activities (Page 9) \$ 3,393,319

NORTH BAY VILLAGE, FLORIDA
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2021

	Major Funds			
	General	American Recovery Plan Act (ARPA) Fund	Nonmajor Governmental Funds	Total Governmental Funds
REVENUES:				
Taxes	\$ 6,864,866	\$ -	\$ 1,135,771	\$ 8,000,637
Licenses and permits	132,032	-	409,191	541,223
Franchise fees	459,673	-	-	459,673
Intergovernmental revenue	1,779,273	-	708,011	2,487,284
Charges for services	180,712	-	-	180,712
Fines and forfeitures	441,349	-	56,041	497,390
Impact fees	679	-	2,841	3,520
Interest income	20,203	-	15,410	35,613
Other	266,180	-	34,002	300,182
Total revenues	10,144,967	-	2,361,267	12,506,234
EXPENDITURES:				
Current:				
General government	2,452,678	-	-	2,452,678
Public safety	5,617,279	-	-	5,617,279
Public works	-	-	540,357	540,357
Building, planning and zoning	-	-	458,284	458,284
Recreation and human services	320,365	-	145,338	465,703
Capital outlay	85,937	-	574,622	660,559
Debt service:				
Principal	2,270,000	-	557,857	2,827,857
Interest	78,956	-	179,582	258,538
Total expenditures	10,825,215	-	2,456,040	13,281,255
Excess (deficiency) of revenues over expenditures	(680,248)	-	(94,773)	(775,021)
OTHER FINANCING SOURCES (USES):				
Proceeds from sale of capital assets	5,345	-	-	5,345
Issuance of debt	2,350,000	-	-	2,350,000
Transfers in	-	-	1,291,666	1,291,666
Transfers out	(750,386)	-	(541,280)	(1,291,666)
Total other financing sources (uses)	1,604,959	-	750,386	2,355,345
Net change in fund balances	924,711	-	655,613	1,580,324
Fund balances - beginning	2,830,672	-	3,083,201	5,913,873
Fund balances - ending	\$ 3,755,383	\$ -	\$ 3,738,814	\$ 7,494,197

See notes to basic financial statements

NORTH BAY VILLAGE, FLORIDA
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2021

Amounts reported for governmental activities in the statement of activities are different as a result of:

Net change in fund balances - total government funds (Page 13) \$ 1,580,324

Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is depreciated over their estimated useful lives.

Expenditures for capital outlays	660,559	
Capital outlay which did not meet the threshold for capitalization	(144,407)	
Less current year depreciation	(401,828)	
Loss on disposal of capital assets	<u>(13,938)</u>	100,386

The issuance of long-term debt (e.g. bonds, leases) provided current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on net position.

Issuance of debt	(2,350,000)	
Principal payments	<u>2,827,857</u>	477,857

Some expenses reported in the statement of activities do not require current financial resources and, therefore, are not reported as expenditures in the governmental funds.

Change in accrued interest payable	3,987	
Change in compensated absences	(18,133)	
Change in net pension liability	8,075,502	
Change in OPEB liability	(18,692)	
Change in deferred outflows of resources related to pensions	(1,816,000)	
Change in deferred inflows of resources related to pensions	(5,452,885)	

Revenue collected outside of the period of availability is not available to pay for current period expenditures however it is available to pay long term obligations of the Village. 10,928

Change in net position of governmental activities (Page 10) \$ 2,943,274

NORTH BAY VILLAGE, FLORIDA
STATEMENT OF NET POSITION
PROPRIETARY FUNDS
SEPTEMBER 30, 2021

	Business- Type Activities Enterprise Funds		<u>Total</u>
	Major Fund	Nonmajor Fund	
	<u>Utility Fund</u>	<u>Stormwater Utility Fund</u>	
<u>ASSETS</u>			
Current assets:			
Cash and cash equivalents	\$ 4,734,319	\$ 676,225	\$ 5,410,544
Investments	9,928	-	9,928
Restricted cash	457,057	-	457,057
Accounts receivable, net	671,631	10,307	681,938
Prepaid items	56,100	1,409	57,509
Total current assets	5,929,035	687,941	6,616,976
Capital assets:			
Not being depreciated	98,870	20,714	119,584
Being depreciated, net	15,956,295	1,227,388	17,183,683
Total non-current assets	16,055,165	1,248,102	17,303,267
Total assets	21,984,200	1,936,043	23,920,243
<u>DEFERRED OUTFLOWS OF RESOURCES</u>			
Pensions	364,258	-	364,258
Total deferred outflows of resources	364,258	-	364,258
<u>LIABILITIES</u>			
Current liabilities:			
Accounts payable and accrued liabilities	605,875	687	606,562
Payroll liabilities	12,353	1,016	13,369
Deferred Revenue	-	350,000	350,000
Accrued interest payable	24,792	-	24,792
Current portion of compensated absences	65,000	-	65,000
Due to other funds	758,187	-	758,187
Payable from restricted assets:			
Customer deposits	457,207	-	457,207
Current portion net pension liability	1,222	-	1,222
Current portion of debt	406,255	-	406,255
Total current liabilities	2,330,891	351,703	2,682,594
Non-current liabilities:			
Compensated absences	158,155	-	158,155
OPEB liability	35,650	-	35,650
Net pension liability	435,283	-	435,283
Debt	9,688,843	-	9,688,843
Total non-current liabilities	10,317,931	-	10,317,931
Total liabilities	12,648,822	351,703	13,000,525
<u>DEFERRED INFLOWS OF RESOURCES</u>			
Pensions	962,391	-	962,391
Net position:			
Net investment in capital assets	5,960,067	1,248,102	7,208,169
Unrestricted	2,777,178	336,238	3,113,416
Total net position	\$ 8,737,245	\$ 1,584,340	\$ 10,321,585

See notes to basic financial statements

NORTH BAY VILLAGE, FLORIDA
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION
PROPRIETARY FUNDS
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2021

	Business-Type Activities Enterprise Funds		Total
	Major Fund	Nonmajor Fund	
	<u>Utility Fund</u>	<u>Stormwater Utility Fund</u>	
Operating revenues:			
Sanitation charges	1,648,744	\$ -	\$ 1,648,744
Sewer charges	2,748,902	-	2,748,902
Metered water charges	2,526,727	-	2,526,727
Stormwater user fees	-	115,301	115,301
Impact fees	<u>6,212</u>	<u>-</u>	<u>6,212</u>
Total operating revenues	<u>6,930,585</u>	<u>115,301</u>	<u>7,045,886</u>
Operating expenses:			
Payroll and related expenses	2,177,414	88,420	2,265,834
Sewage disposal fees	1,143,616	-	1,143,616
Materials, supplies, repairs, and other	941,778	16,746	958,524
Water purchases	718,996	-	718,996
Solid waste disposal and recycling services	512,722	-	512,722
Provision for depreciation	<u>670,780</u>	<u>420,370</u>	<u>1,091,150</u>
Total operating expenses	<u>6,165,306</u>	<u>525,536</u>	<u>6,690,842</u>
Operating income	<u>765,279</u>	<u>(410,235)</u>	<u>355,044</u>
Non-operating revenues (expenses):			
Interest income	18	1,278	1,296
Revolving loan issuance costs	(79,082)	-	(79,082)
Interest expense	(76,275)	-	(76,275)
Insurance recovery	<u>8,352</u>	<u>-</u>	<u>8,352</u>
Income before transfers and contributions	<u>618,292</u>	<u>(408,957)</u>	<u>209,335</u>
Grants and contributions	<u>-</u>	<u>150,000</u>	<u>150,000</u>
Change in net position	618,292	(258,957)	359,335
Net position - beginning	<u>8,118,953</u>	<u>1,843,297</u>	<u>9,962,250</u>
Net position - ending	<u>\$ 8,737,245</u>	<u>\$ 1,584,340</u>	<u>\$ 10,321,585</u>

See notes to basic financial statements

NORTH BAY VILLAGE, FLORIDA
STATEMENT OF CASH FLOWS
PROPRIETARY FUND
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2021

	Business-Type Activities Enterprise Funds		
	Major Fund	Nonmajor Fund	Total
	Utility Fund	Stormwater Utility Fund	
Cash flows from operating activities:			
Receipts from customers and users	\$ 7,015,956	\$ 116,507	\$ 7,132,463
Payments to employees	(2,244,739)	(89,756)	(2,334,495)
Payments to suppliers	<u>(3,547,767)</u>	<u>(62,026)</u>	<u>(3,609,793)</u>
Net cash provided by (used in) operating activities	<u>1,223,450</u>	<u>(35,275)</u>	<u>1,188,175</u>
Cash flows from non-capital financing activities:			
Grants and contributions	-	150,000	150,000
Net cash provided by non-capital financing activities	<u>-</u>	<u>150,000</u>	<u>150,000</u>
Cash flows from capital and related financing activities:			
Acquisition and construction of capital assets	(114,115)	1,518	(112,597)
Payments of revolving state loans	(230,102)	-	(230,102)
Proceeds from revolving state loans	61,933	-	61,933
Proceeds from capital grants	-	350,000	350,000
Revolving loan issuance costs	(79,082)	-	(79,082)
Insurance recovery	8,352	-	8,352
Interest and other charges	<u>(53,522)</u>	<u>-</u>	<u>(53,522)</u>
Net cash provided by (used in) capital and related financing activities	<u>(406,536)</u>	<u>351,518</u>	<u>(55,018)</u>
Cash flows from investing activities			
Interest income	18	1,278	1,296
Net cash provided by investing activities	<u>18</u>	<u>1,278</u>	<u>1,296</u>
Net increase in cash	816,932	467,521	1,284,453
Cash - beginning	4,374,444	208,704	4,583,148
Cash - ending	<u>\$ 5,191,376</u>	<u>\$ 676,225</u>	<u>\$ 5,867,601</u>
Cash and cash equivalents per statement of net position:			
Unrestricted	\$ 4,734,319	\$ 676,225	\$ 5,410,544
Restricted	457,057	-	457,057
Net cash and cash equivalents per statement of net position	<u>\$ 5,191,376</u>	<u>\$ 676,225</u>	<u>\$ 5,867,601</u>
Reconciliation of operating income to net cash provided by operating activities:			
Operating income (loss)	\$ 765,279	\$ (410,235)	\$ 355,044
Adjustments to reconcile operating income to net cash provided by operating activities:			
Depreciation	670,780	420,370	1,091,150
Change in operating assets and liabilities:			
(Increase) decrease in:			
Accounts receivable	87,213	1,206	88,419
Investments	(16)	-	(16)
Prepaid items	(48,225)	(1,409)	(49,634)
Deferred outflows of resources	224,676	-	224,676
Increase (decrease) in:			
Accounts payable and accrued liabilities	(182,414)	(5,499)	(187,913)
Retainage payable	-	(38,372)	(38,372)
Payroll liabilities	(30,838)	(1,336)	(32,174)
Customer deposits	(1,842)	-	(1,842)
Compensated absences	(18,671)	-	(18,671)
Net pension liability	(1,102,443)	-	(1,102,443)
OPEB liability	5,753	-	5,753
Deferred inflows of resources	854,198	-	854,198
Net cash provided by (used in) operating activities	<u>\$ 1,223,450</u>	<u>\$ (35,275)</u>	<u>\$ 1,188,175</u>

See notes to basic financial statements

NOTES TO BASIC FINANCIAL STATEMENTS

NORTH BAY VILLAGE, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
SEPTEMBER 30, 2021

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

North Bay Village, Florida (the "Village") was incorporated in 1945 as a municipality under the laws of the State of Florida Statute 234-27. The Village operates under the Commission-Manager form of government, with the legislative function vested in a five-member Village Commission. The Village provides the following services as authorized by its charter: general government, public safety, water and sewer, sanitation, public works, planning and zoning, building inspection, code enforcement, health and social services, culture and recreation.

The financial statements of the Village have been prepared in conformity with accounting principles generally accepted in the United States of America ("GAAP") as applicable to state and local governments. The Governmental Accounting Standards Board ("GASB") is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

Significant accounting and reporting policies and practices of the Village are described below.

A. Financial Reporting Entity

In accordance with GASB pronouncements, the Village's financial statements include all funds, departments, agencies, boards, and other organizations over which Village officials are considered to be financially accountable.

Financial accountability includes such aspects as appointment of a component unit's governing body members, budget review, approval of property tax levies, outstanding debt secured by the full faith credit of the Village or its revenue stream, and responsibility for funding deficits.

In evaluating how to define the government, for financial reporting purposes, management has considered all potential component units. The decision to include a potential component unit in the reporting entity was made by applying the criteria set forth by the GASB. Based upon the application of these criteria, the Village has no funds, agencies, boards, commissions or authorities considered to be potential component units.

B. Government-Wide and Fund Financial Statements

The basic financial statements include both government-wide (based on the Village as a whole) and fund financial statements.

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all activities of the Village. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for services.

The government-wide statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. Direct expenses are those expenses that are clearly identifiable with a specific function or segment. Program revenues include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements. Interfund services provided and used are not eliminated in the process of consolidation. Elimination of these charges would distort the direct costs and program revenues reported for the various functions concerned.

Separate fund financial statements are provided for governmental funds and proprietary funds. The focus of fund financial statements is on major funds. Major governmental and proprietary funds are reported as separate columns in the fund financial statements. All remaining governmental funds are aggregated and reported as nonmajor funds.

NORTH BAY VILLAGE, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
SEPTEMBER 30, 2021

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

C. Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The government-wide focus is more on the sustainability of the Village as an entity and the change in aggregate financial position resulting from the activities of the fiscal period. The focus of the fund financial statements is on the major individual funds of the governmental and business-type categories. Each presentation provides valuable information that can be analyzed and compared to enhance the usefulness of the information.

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year when an enforceable lien exists and when levied for. Grants and similar items are recognized as revenues as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Village considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when due. General capital asset acquisitions are reported as expenditures in governmental funds. Issuance of long-term debt and acquisitions under capital leases are reported as other financial sources.

Property taxes when levied for, franchise fees, utility taxes, charges for services, impact fees, intergovernmental revenues when eligibility requirements are met and interest associated with the current fiscal period are all considered to be measurable and have been recognized as revenues of the current fiscal period, if available. All other revenue items such as fines and forfeitures and licenses and permits are considered to be measurable and available only when cash is received by the Village.

The proprietary funds are reported using the economic resources measurement focus and the accrual basis of accounting for reporting its assets and liabilities. Proprietary fund-type operating statements present increases (e.g., revenues) and decreases (e.g., expenses) in net total position. Proprietary funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the proprietary fund are charges to customers for sales and services. Operating expenses for proprietary funds include the costs of sales and service, administrative expenses and depreciation on capital assets. All revenues and expenses that do not meet this definition are reported as non-operating revenues or expenses.

The Village reports the following major governmental funds:

General Fund - This fund is the principal operating fund of the Village. It accounts for all financial resources of the general government except those accounted for in another fund.

American Recovery Plan Act (ARPA) Fund - This fund is used to account for restricted revenues and expenditures for capital projects associated with funds received from ARPA.

The Village reports one major proprietary fund:

Utility Fund - This fund is used to account for the Village's water, sewer and sanitation utility system, which is financed and operated in a manner similar to private business enterprises. The intent of the Village is that the costs (expenses including depreciation) of providing services to the general public on a continuing basis be financed or recovered primarily through user charges.

NORTH BAY VILLAGE, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
SEPTEMBER 30, 2021

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

D. Assets, Liabilities, Deferred Outflows/Inflows of Resources and Net Position or Equity

1. Deposits and Investments - The Village's cash and cash equivalents are considered to be cash and short-term investments with original maturities of three months or less when purchased. Deposits include cash on hand and interest-bearing checking accounts.

Village administration is authorized to invest in those instruments authorized by the Florida Statutes. Investments include the Local Government Surplus Funds Trust Fund. Investment in the Local Government Surplus Funds Trust Fund administered by the State Board of Administration is reported at the fair value of its position in the pool, which is the same as the value of the pool shares.

2. Interfund transactions - As the Village does not have any lending/borrowing arrangements between funds, all outstanding balances between funds are reported as "due to/from other funds". All amounts receivable from or payable to other funds are to be settled with expendable, available financial resources. Transactions which are recurring annual transfers between two or more funds are recorded as transfers in and out. Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as "internal balances."
3. Receivables - Receivables include amounts due from other governments and others for services provided by the Village. Receivables, including special assessments, are recorded when the related service is provided. Allowances for uncollectible receivables are based upon historical trends and the periodic aging of receivables.
4. Allowance for doubtful accounts - The Village considers all amounts receivable in the governmental funds to be fully collectible; consequently, no allowance for doubtful accounts was estimated. An allowance of \$15,000 was deemed necessary for the proprietary funds. This amount is primarily past due customer accounts and related penalties due as of September 30, 2021.
5. Restricted assets - Proceeds from impact fees, CITT surtax and 2nd local option gas taxes are classified as restricted in various special revenue funds since these resources are specifically earmarked for restricted purposes including law enforcement, transportation and recreational eligible items.
6. Restricted cash - The Village reports amounts paid by customers for water and sewer deposits as restricted cash.
7. Prepaid items - Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both the government-wide and fund financial statements. These costs are accounted for under the consumption method.
8. Capital assets - Capital assets, which include land, construction in progress, buildings and improvements, improvements other than buildings, machinery and equipment, vehicles, and infrastructure assets (e.g., sidewalks and other similar items grouped within buildings and improvements other than buildings), are reported in the applicable governmental or business-type activities column in the government-wide financial statements. Capital assets are defined by the government as assets with an initial, individual cost of more than \$750 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed.

Capital assets of the Village are depreciated using the straight-line method over the following estimated useful lives:

	<u>Years</u>
Improvements other than building	5-40
Buildings and improvements	5-30
Vehicles	3-5
Machinery and equipment	3-10
Equipment and vehicles	3-5
Street improvements	30

NORTH BAY VILLAGE, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
SEPTEMBER 30, 2021

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

D. Assets, Liabilities, Deferred Outflows/Inflows of Resources and Net Position or Equity (Continued)

9. Deferred outflows/deferred inflows of resources - In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. The Village has one item presented as a deferred outflow of resources associated with the pension plan that qualifies for reporting in this category and is discussed in further detail in Note 8.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The Village has one item, deferred inflows relating to pensions plans, that qualifies for reporting in this category and is discussed in further detail in Note 8.

10. Compensated absences - Village employees are granted vacation, sick and compensatory leave in varying amounts based on length of service. Upon separation in good standing, employees receive full reimbursement for accumulated vacation and compensatory hours, as well as reimbursement for sick hours if the required length of service is met. All vacation pay is accrued when incurred in the government-wide and proprietary funds and reported as a liability. The current portion of this obligation is estimated based on historical trends. A liability for these amounts is recorded in the governmental funds only if the liability has matured as a result of employee resignation or retirements.
11. Long-Term Obligations – In the government-wide financial statements and proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or propriety fund type statement of net position. Bond premiums and discounts are deferred and amortized over the life of the bonds using the straight-line method. Bonds payable are reported net of the applicable bond premium and discounts.

In the fund financial statements, governmental fund types recognize bond premiums and discounts during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Payments of principal and interest are reported as debt service expenditures.

12. Net Position - Net position is the result of assets and deferred outflows of resources less liabilities and deferred inflows of resources. The net position of the government-wide and proprietary funds are categorized into three components:

Net investment in capital assets – this category consists of capital assets, reduced by accumulated depreciation and any outstanding debt incurred to acquire, construct or improve those assets excluding unexpended bond proceeds.

Restricted net position – this category consists of all net position that has been restricted for general use by external parties (creditors, grantors, contributors, or laws or regulations of other governments) or imposed by law through constitutional provisions or enabling legislation.

Unrestricted net position – consists of the net position not meeting the definition of either of the other two components.

Restricted consists of net position with constraints placed on their use by external parties (creditors, grantors, contributors, or laws and regulations of other governments) or imposed by law through constitutional provisions or enabling legislation. Unrestricted indicates that portion of net position that is available to fund future operations.

NORTH BAY VILLAGE, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
SEPTEMBER 30, 2021

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

D. Assets, Liabilities, Deferred Outflows/Inflows of Resources and Net Position or Equity (Continued)

Sometimes the government will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted net position and unrestricted net position in the government-wide and proprietary fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied.

It is the Village's policy to consider restricted net position to have been depleted before unrestricted net position is applied.

13. Fund Balance – As of September 30, 2021, fund balances of the governmental fund financial statements are classified as follows:

Nonspendable - This classification includes amounts that cannot be spent because they are either (a) not in spendable form or (b) are legally or contractually required to be maintained intact. "Not in spendable form" includes items that are not expected to be converted to cash (such as inventories and prepaid amounts) and items such as long-term amount of loans and notes receivable, as well as property acquired for resale.

Restricted - This classification includes amounts for which constraints have been placed on the use of the resources either (a) externally imposed by creditors (such as through a debt covenant), grantors, contributors, or laws or regulations of other governments, or (b) imposed by law through constitutional provisions or enabling legislation.

Committed - This classification includes amounts that can be used only for specific purposes pursuant to constraints imposed by formal action of the Village Commission. Commitments may be established, modified, or rescinded only through ordinances approved by Village Commission.

Assigned - This classification includes amounts that are constrained by the Village's intent to be used for a specific purpose but are neither restricted nor committed. This intent can be expressed by the Commission or through the Commission delegating this responsibility to Village management. In addition, amounts deemed by a Village Ordinance as a minimum General Fund balance requirement is included in this category. Section 35.22 of the Village Code of Ordinances assigns an operating reserve of 20% of the current fiscal year original budget. This amount has been classified as assigned operating reserves in the accompanying financial statements.

Unassigned - This classification includes the residual fund balance for the General Fund. The General Fund is the only fund that reports a positive unassigned fund balance amount. In other governmental funds it is not appropriate to report a positive unassigned fund balance amount. However, in governmental funds other than the General Fund, if expenditures incurred for specific purposes exceeds the amounts that are restricted, committed, or assigned to those purposes, it may be necessary to report a negative unassigned fund balance in that fund.

Sometimes the Village will fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance). In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the governmental fund financial statements a flow assumption must be made about the order in which the resources are considered to be applied. It is the Village's policy to consider restricted fund balance to have been depleted before using any of the components of unrestricted fund balance. Further, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

14. Net position policy - The Village has adopted a Net Position Policy for the Enterprise Funds. This policy lists the criteria to be used in evaluating net position requirements, and establishes a minimum target balance for the unrestricted category of net position. In addition, the policy establishes a process in reaching and maintaining the targeted level of unrestricted net position, the condition under which the targeted balance may be spent and the required replenishment of balances.

NORTH BAY VILLAGE, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
SEPTEMBER 30, 2021

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

D. Assets, Liabilities, Deferred Outflows/Inflows of Resources and Net Position or Equity (Continued)

15. Use of estimates - The preparation of financial statements in conformity with accounting principles generally accepted in the United States requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures/expenses during the reporting period. Although these estimates are based on management's knowledge of current events and actions, actual results may ultimately differ from those estimates.

NOTE 2 – PROPERTY TAXES

Under Florida Law, the assessment of all properties and the collection of all county, municipal and school board property taxes are consolidated in the offices of the County Property Appraiser and County Tax Collector. The laws of the State regulating tax assessments are also designed to assure a consistent property valuation method statewide. State statutes permit municipalities to levy property taxes at a rate of up to 10.0 mills (\$10 per \$1,000 of assessed taxable valuation). The tax rate to finance general governmental services for the fiscal year ended September 30, 2021 was 5.8500 mills. The rate of 5.8500 mills is allocated to the General Fund and Debt Service Fund, with the General Fund receiving 5.8500 and the Debt Service Fund .8118.

The tax levy of the Village is established by the Village Commission prior to October 1 each year, and the County Property Appraiser incorporates the millage into the total tax levy, which includes Miami-Dade County, Miami-Dade County School Board and various special taxing districts. All property is reassessed according to its fair market value as of January 1 each year, at which time taxes become an enforceable lien on property. Each assessment roll is submitted to the Executive Director of the State Department of Revenue for review to determine if the roll meets all of the appropriate requirements of State statutes. State of Florida Amendment #10 to the Florida Constitution known as "Save our Homes" limits assessment increases on homestead property to the lesser of 3% or the Consumer Price Index.

All real and tangible personal property taxes are due and payable on November 1 each year or as soon as practicable thereafter as the assessment roll is certified by the County Property Appraiser. Miami-Dade County mails to each property owner on the assessment roll a notice of the taxes due and Miami-Dade County also collects the taxes for the Village. Taxes may be paid upon receipt of such notice from Miami-Dade County, with discounts at the rate of four percent (4%) if paid in the month of November, three percent (3%) if paid in the month of December, two percent (2%) if paid in the month of January and one percent (1%) if paid in the month of February. Taxes paid during the month of March are without discount, and all unpaid taxes on real and tangible personal property become delinquent and liens are placed on April 1 of the year following the year in which taxes were assessed. Procedures for the collection of delinquent taxes by Miami-Dade County are provided for in the laws of Florida. State law provides for enforcement of collection of personal property taxes by seizure of the property, by the sale of the property, or by the sale of interest-bearing tax certificates to satisfy unpaid property taxes. The procedures result in the collection of essentially all taxes prior to July 31 of the year following the year of assessment.

NOTE 3 – DEPOSITS AND INVESTMENTS

Deposits

In addition to insurance provided by the Federal Depository Insurance Corporation, all deposits which consist of cash on hand and interest bearing checking accounts are held in banking institutions approved by the State Treasurer of the State of Florida to hold public funds. Under Florida Statutes Chapter 280, Florida Security for Public Deposits Act, the State Treasurer requires all Florida qualified public depositories to deposit with the Treasurer or another banking institution eligible collateral. In the event of a failure of a qualified public depository, the remaining public depositories would be responsible for covering any resulting losses. Therefore, all amounts presented as deposits are insured or collateralized.

NORTH BAY VILLAGE, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
SEPTEMBER 30, 2021

NOTE 3 – DEPOSITS AND INVESTMENTS (CONTINUED)

Investments

As required by Florida Statutes, the Village has adopted an investment policy designating the investments which are allowable. The authorized investments include direct obligations of the United States Treasury, its Agencies or Instrumentalities, fully insured or collateralized certificates of deposit, Securities and Exchange Commission ("SEC") registered money market funds, repurchase agreements secured by direct obligations of the United States Government, its Agencies or instrumentalities, and the Local Government Surplus Funds Trust Fund. The investments follow the investment rules defined in Florida Statutes Chapter 215. The investment policy defined in the statutes attempts to promote, through state assistance, the maximization of net interest earnings on invested surplus funds of local units of governments while limiting the risk to which the funds are exposed.

The Village invests surplus funds in an external investment pool, the Local Government Surplus Funds Trust Fund ("Florida PRIME"). Florida PRIME is administered by the Florida State Board of Administration ("SBA"), who provides regulatory oversight. The Florida PRIME investment is exempt from Fair Value Measurement and Application disclosures.

The Florida PRIME has adopted operating procedures consistent with the requirement for a 2a7-like fund. The Village's investment in the Florida PRIME is reported at amortized cost. The fair value of the position in the pool is equal to the value of the pool shares. As of September 30, 2021, the Village's fair value of its investment in Florida PRIME was \$67,254.

Interest rate risk

The Village has an investment policy of structuring investment portfolios to meet cash requirements and diversifying maturities and staggering purchase dates to minimize the impact of market movements over time. The weighted average maturity (WAM) of the securities held in Florida PRIME is 49 days. The weighted average life (WAL) of Florida PRIME is 64 days.

Credit risk

The Village's investment policy limits investments to the safest types of issuers. The Florida PRIME is rated AAAM by Standard and Poor's.

Concentration of credit risk

The Village's investment Policy does not stipulate any limit on the percentage that can be invested in any one issuer. GASB Statement No. 40 requires disclosure when the percent is 5% or more in any one issuer. as of September 30, 2021, the value of each position held in the Village's portfolio comprised of less than 5% of the village's investment assets.

NOTE 4 – RECEIVABLES AND PAYABLES

As of September 30, 2021, receivables for the Village's individual major and nonmajor funds, in the aggregate including applicable allowances for uncollectible accounts, are as follows:

	<u>General Fund</u>	Non-major <u>Funds</u>	<u>Utilities Fund</u>	Non-major Stormwater <u>Utility Fund</u>	<u>Total</u>
Customers billed	\$ -	\$ -	\$ 686,631	\$ 10,307	\$ 696,938
Intergovernmental	201,871	316,317	-	-	518,188
Accounts receivable	177,572	2,254	-	-	179,826
Allowance for doubtful accounts	-	-	(15,000)	-	(15,000)
	<u>\$ 379,443</u>	<u>\$ 318,571</u>	<u>\$ 671,631</u>	<u>\$ 10,307</u>	<u>\$ 1,379,952</u>

NORTH BAY VILLAGE, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
SEPTEMBER 30, 2021

NOTE 4 – RECEIVABLES AND PAYABLES (CONTINUED)

As of September 30, 2021, accounts payable and accrued liabilities for the Village's individual major and non-major funds are as follows:

	<u>General Fund</u>	Non-major Governmental <u>Funds</u>	<u>Utility Fund</u>	Non-major Stormwater <u>Utility Fund</u>	<u>Total</u>
Vendors	\$ 549,608	\$ 287,149	\$ 605,875	\$ 687	\$ 1,443,319
Retainage Payable	-	76,099	-	-	76,099
	<u>\$ 549,608</u>	<u>\$ 363,248</u>	<u>\$ 605,875</u>	<u>\$ 687</u>	<u>\$ 1,519,418</u>

NOTE 5 – CAPITAL ASSETS

Capital asset activity for the year ended September 30, 2021 was as follows:

	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>
Governmental activities:				
Capital assets, not being depreciated:				
Land	\$ 7,433,633	\$ -	\$ -	\$ 7,433,633
Construction in progress	7,395	504,003	-	511,398
Total capital assets, not being depreciated	<u>7,441,028</u>	<u>504,003</u>	<u>-</u>	<u>7,945,031</u>
Capital assets, being depreciated:				
Buildings and improvements	4,881,052	-	-	4,881,052
Street improvements	2,337,210	-	-	2,337,210
Vehicles	833,111	-	51,231	781,880
Machinery and equipment	1,048,672	12,149	20,046	1,040,775
Total capital assets, being depreciated	<u>9,100,045</u>	<u>12,149</u>	<u>71,277</u>	<u>9,040,917</u>
Less accumulated depreciation for:				
Buildings and improvements	2,189,016	255,642	-	2,444,658
Street improvements	672,767	75,519	-	748,286
Vehicles	778,153	25,587	37,025	766,715
Machinery and equipment	950,060	45,080	20,314	974,826
Total accumulated depreciation	<u>4,589,996</u>	<u>401,828</u>	<u>57,339</u>	<u>4,934,485</u>
Total capital assets, being depreciated, net	<u>4,510,049</u>	<u>(389,679)</u>	<u>13,938</u>	<u>4,106,432</u>
Governmental activities capital assets, net	<u>\$ 11,951,077</u>	<u>\$ 114,324</u>	<u>\$ 13,938</u>	<u>\$ 12,051,463</u>

NORTH BAY VILLAGE, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
SEPTEMBER 30, 2021

NOTE 5 – CAPITAL ASSETS (CONTINUED)

	Beginning Balance	Increases	Decreases	Ending Balance
Business-type activities:				
Capital assets, not being depreciated:				
Construction in progress	\$ 142,760	\$ 37,306	\$ 60,482	\$ 119,584
Total capital assets, not being depreciated	<u>142,760</u>	<u>37,306</u>	<u>60,482</u>	<u>119,584</u>
Capital assets, being depreciated:				
Improvements other than buildings	24,907,448	92,776	8,975	24,991,249
Equipment and vehicles	612,397	42,997	1,194	654,200
Total capital assets being depreciated	<u>25,519,845</u>	<u>135,773</u>	<u>10,169</u>	<u>25,645,449</u>
Less accumulated depreciation for:				
Improvements other than buildings	6,792,115	1,077,586	8,975	7,860,726
Equipment and vehicles	588,670	13,564	1,194	601,040
Total accumulated depreciation	<u>7,380,785</u>	<u>1,091,150</u>	<u>10,169</u>	<u>8,461,766</u>
Total capital assets, being depreciated, net	<u>18,139,060</u>	<u>(955,377)</u>	<u>-</u>	<u>17,183,683</u>
Business-type activities capital assets, net	<u>\$ 18,281,820</u>	<u>\$ (918,071)</u>	<u>\$ 60,482</u>	<u>\$ 17,303,267</u>

Depreciation expense for the fiscal year ended September 30, 2021 was charged to functions/programs as follows:

Governmental Activities:	
General government	\$ 74,498
Public safety	47,932
Public works	143,331
Recreation and human services	135,665
Building, planning and zoning	<u>402</u>
Total depreciation expense - governmental activities	<u>\$ 401,828</u>
Business-Type Activities:	
Water and sewer systems	670,780
Stormwater utility	<u>420,370</u>
Total depreciation expense - business-type activities	<u>\$ 1,091,150</u>

NOTE 6 – INTERFUND BALANCES AND TRANSFERS

Interfund balances result from the time lag between the dates (1) Interfund goods and services are provided or reimbursable expenditures occur, (2) transactions are recorded in the accounting system, and (3) payments are actually made between funds.

As of September 30, 2021, interfund balances were as follows:

	Payable Fund		
	Non-major Governmental Funds	Utility Fund	Total
<u>Receivable Fund</u>			
General Fund	461,261	758,187	1,219,448

NORTH BAY VILLAGE, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
SEPTEMBER 30, 2021

NOTE 6 – INTERFUND BALANCES AND TRANSFERS (CONTINUED)

The interfund balance in the General Fund due from the Non-major Governmental Funds and Utility Fund was to cover costs to maintain the Village's roadways and water and sewer construction costs.

Interfund transfers for the year ended September 30, 2021 are summarized as follows:

	Interfund Balances	
	Transfers In	Transfers Out
General Fund	-	750,386
Non-major Governmental Funds	1,291,666	541,280
	\$ 1,291,666	\$ 1,291,666

The transfer out of the General Fund to the nonmajor governmental funds was to fund the Children Services Fund for additional expenditures that the Children's Trust grant does not pay for, to fund the Transportation Fund for a local effort the Village must make to continue to receive Miami Dade CITT revenue, to the Street Maintenance Fund for sidewalk improvements, and to the Capital Projects Fund for road repaving. The transfers out from the non-major governmental funds were to cover a fund balance deficit in the Building Fund and to pay the General Fund for capital projects including the dog park.

NOTE 7 – LONG-TERM DEBT

The following is a summary of changes in long-term liabilities of the Village for the fiscal year ended September 30, 2021.

	October 1, 2020	Additions	Reductions	September 30, 2021	Due Within One Year
Governmental Activities					
General Obligation Note, Series 2010	\$ 1,234,287	\$ -	\$ 102,857	\$ 1,131,430	\$ 102,857
General Obligation Refunding Note, Series 2010	3,335,000	-	365,000	2,970,000	380,000
Capital Asset Acquisition Taxable Note, Series 2018	2,270,000	-	2,270,000	-	-
Road Improvement Revenue Note, Series 2020	1,500,000	-	90,000	1,410,000	95,000
Refinancing Capital Asset Acquisition Taxable Note, Series 2021	-	2,350,000	-	2,350,000	125,000
Compensated Absences	1,367,163	715,148	697,015	1,385,296	125,289
Net Pension Liability	10,896,170	-	8,075,502	2,820,668	7,896
OPEB liability	211,676	18,692	-	230,368	-
Total Governmental Activities long term liabilities	\$20,814,296	\$ 3,083,840	\$11,600,374	\$12,297,762	\$ 836,042
Business Type Activities					
Revolving state loans	\$10,263,267	\$ 61,933	\$ 230,102	\$10,095,098	\$ 406,255
Net pension liability	1,538,948	-	1,102,443	436,505	1,246
Compensated absences	241,826	91,113	109,784	223,155	65,000
OPEB liability	29,897	5,753	-	35,650	-
	\$12,073,938	\$ 158,799	\$ 1,442,329	\$10,790,408	\$ 472,501

NORTH BAY VILLAGE, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
SEPTEMBER 30, 2021

NOTE 7 – LONG-TERM DEBT (CONTINUED)

For governmental activities, compensated absences, net pension liability and total OPEB liability are generally liquidated by the General Fund.

The Village does not currently have unused lines of credit in its governmental activities but does have \$19,990,000 in voter approved but unissued debt. Of that amount, \$9,100,000 was approved for the undergrounding of overhead utility lines, generally electric, telephone, and cable TV. The balance of \$10,890,000 was approved for the improvement of water quality in Biscayne Bay; open space, parks, and recreation; improvements to the JFK Causeway; and a Public Safety/City Hall facility. The Village will likely advance these bond issues at some point in the future. The bonds, once issued, will be paid back through property tax revenues generated by a separate millage rate authorized for this purpose.

Governmental activities

In September 2008, the Village borrowed \$6,250,000 relating to General Obligation Note, Series 2008, for the purpose of financing all or a part of the costs of (i) the acquisition of land to be used as a public park, (ii) the preliminary phases of the construction of a public safety and city hall complex and the construction and installation of landscaping and aesthetic improvements to the John F. Kennedy causeway, and (iii) related capital costs. Each purpose was approved separately by a voter referendum and the debt issue consolidated in order to save on issuance costs. This issue was refunded by defeasance in 2011.

In fiscal year ended September 30, 2010, the Village borrowed \$2,160,000 relating to a General Obligation Note, Series 2010, for the purpose of financing all or a part of the costs of (i) the creation and improvement of parks and recreational opportunities, (ii) the construction of a Public Safety and Village Hall complex, (iii) landscaping and aesthetic improvements to the John F. Kennedy Causeway, and (iv) related capital costs. The note is secured by the proceeds of ad valorem taxes levied on all taxable property in the Village. The note bears interest of 3.80% and is payable semi-annually while principal of \$102,857 is payable annually on December 1 of each year through the maturity date of December 1, 2031. The outstanding principal balance as of September 30, 2021, is \$1,131,430. The note contains a provision that in an event of default, the bank may declare all obligations of the Village to be immediately due and payable including accrued interest.

In fiscal year ended September 30, 2011, the Village refinanced a \$6,250,000 General Obligation Note with the proceeds of a \$6,325,000 General Obligation Refunding Note. The proceeds were used to legally defease the original note and to pay costs of the refinancing. The note bears interest at 3.51% and is payable semi-annually while principal is payable annually on June 1 of each year through the maturity date of June 1, 2028. The outstanding principal balance as of September 30, 2021, is \$2,970,000. The note contains a provision that in an event of default, the bank may declare all obligations of the Village to be immediately due and payable, including accrued interest.

In fiscal year ended September 30, 2020, the Village borrowed \$1,500,000 relating to a Road Improvement Revenue Note, Series 2020, for the purpose of financing the costs of improvements to the Village's roadways and paying costs of issuance of the note. The note bears interest of 1.221% and is payable semiannually while principal ranging from \$90,000 to \$110,000 is payable annually on July 1 of each year through July 1, 2035, when the remaining balance of \$1,500,000 is due. The note is secured by all non-ad valorem revenues which are legally available to make debt payments when due. The outstanding principal balance as of September 30, 2021 is \$1,410,000. If an event of default occurs, the interest rate shall be the then current interest rate on the Note at the time of the event of default plus 2%. Additionally, the Noteholder may pursue any available remedy by suit, at law or in equity in the State of Florida, to enforce the payment of the principal of and interest on the Note then outstanding.

In fiscal year ended September 30, 2021, the Village borrowed \$2,350,000 relating to the Capital Asset Acquisition Taxable Refunding Note, Series 2021 for the purpose of refunding the Village's Capital Asset Acquisition Taxable Note, Series 2018 and paying the costs of issuance. The note bears interest of 2.984% and is payable semi-annually while principal ranging from \$125,000 to \$190,000 is payable annually on July 1 of each year through July 1, 2036. The note is secured by all non-ad valorem revenues which are legally available to make debt payments when due. The outstanding principal balance as of September 30, 2021 is \$2,350,000. If an event of default occurs, the interest rate shall be the then current interest rate on the Note at the time of the event of default plus 2%. Additionally, the Noteholder may pursue any available remedy by suit, at law or in equity in the State of Florida, to enforce the payment of the principal of and interest on the Note then outstanding.

NORTH BAY VILLAGE, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
SEPTEMBER 30, 2021

NOTE 7 – LONG-TERM DEBT (CONTINUED)

Business-type activities

The Village has seven separate loan agreements with the State of Florida Department of Environmental Protection. The loans provided the funding for various sewer improvement, water main replacement, and automated water meter replacement projects on a cost reimbursement basis. Pursuant to the terms of the individual agreements, the Village began making semi-annual principal and interest payments on the loans six months subsequent to the completion of the related projects.

The Village is required to maintain rates and charges for the services furnished by the water and sewer systems which will be sufficient to provide pledged revenues equal to 1.15 times the sums of the semi-annual payments due in such fiscal year. At September 30, 2021, the Village was in compliance with these covenants. The significant terms of the loans are as follows:

Revolving state loan of \$1,079,032 dated December 24, 2009; financing rate of 1.93%. The Village makes semi-annual principal and interest payments of \$39,929 on May 15 and November 15. The loan matures on May 15, 2031 and is collateralized by water and sewer revenues.	\$ 593,298
Revolving state loan of \$352,416 dated December 9, 2014; financing rate of 2.18%. The Village makes semi-annual principal and interest payments of \$10,597 on February 15 and August 15. The loan matures on August 15, 2031 and is collateralized by water and sewer revenues.	197,551
Revolving state loan of \$52,590 dated March 10, 2017; financing rate of .935%. The Village makes semi-annual principal and interest payments of \$1,626 on October 15 and April 15. The loan matures on April 15, 2035 and is collateralized by water and sewer revenues.	44,779
Revolving state loan of \$ 2,546,720 dated May 16, 2017; financing rate of .085%. The Village makes semi-annual principal and interest payments of \$124,649 on October 15 and April 15. The loan matures on October 15, 2027 and is collateralized by water and sewer revenues.	2,369,388
Revolving state loan of \$4,032,795 dated July 12, 2018; interest rate of 1.34%. The Village makes semi-annual principal and interest payments of \$117,976 on November 15 and May 15. The loan matures on November 15, 2040 and is collateralized by water and sewer revenues.	4,021,703
Revolving state loan of \$2,651,848 dated July 2, 2018; interest rate of 1.24%. The Village will be required to make semi-annual principal and interest payments based on the actual amount of the principal drawn under the agreement.	2,651,848
Revolving state loan of \$216,531 dated November 5, 2019; interest rate of .895%. The Village makes semi-annual principal and interest payments of \$6,747 on November 15 and May 15. The loan matures on May 15, 2040 and is collateralized by water and sewer revenues.	216,531
	<u>\$ 10,095,098</u>

NORTH BAY VILLAGE, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
SEPTEMBER 30, 2021

NOTE 7 – LONG-TERM DEBT (CONTINUED)

Combined aggregate maturities for all long-term liabilities for each of the next five years and to maturity are as follows:

	Governmental Activities			Business-type Activities *		
	Principal	Interest	Total	Principal	Interest	Total
2022	702,857	232,627	935,484	405,706	75,081	480,787
2023	722,857	210,491	933,348	410,084	70,933	481,017
2024	742,857	187,678	930,535	414,530	66,720	481,250
2025	757,857	163,031	920,888	419,044	62,440	481,484
2026	787,857	116,247	904,104	423,629	58,092	481,721
2027-2031	2,719,285	367,081	3,086,366	2,189,449	222,791	2,412,240
2032-2036	1,427,860	97,079	1,524,939	1,909,140	119,157	2,028,296
2037-2041	-	-	-	1,299,284	37,001	1,336,285
	<u>\$ 7,861,430</u>	<u>\$ 1,374,234</u>	<u>\$ 9,235,664</u>	<u>\$ 7,470,865</u>	<u>\$ 712,214</u>	<u>\$ 8,183,079</u>

* Amounts above do not include all of the Village's State Revolving Fund debt service requirements. Only loans that have reached project completion are included above.

The difference (\$2,624,233) between what has been approved for borrowing (\$10,095,098) and what was outstanding at fiscal year end (\$7,470,865) will be paid down upon completion of the related State Revolving Loan projects. The Village's existing rate structure is sufficient to main the coverage necessary under the terms of all existing and planned debt for the utility system.

NOTE 8 – RETIREMENT PLANS

Florida Retirement System

As provided by Chapters 121 and 112, Florida Statutes, the Florida Retirement System ("FRS") provides two cost sharing, multiple employer defined benefit plans administered by the Florida Department of Management Services, Division of Retirement, including the FRS Pension Plan ("Pension Plan") and the Retiree Health Insurance Subsidy ("HIS Plan").

As a general rule, membership in the FRS is compulsory for all employees working in a regularly established position for a state agency, county government, district school board, state university, community college, or a participating city or special district within the State of Florida. The FRS provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. Benefits are established by Chapter 121, Florida Statutes, and Chapter 60S, Florida Administrative Code. Amendments to the law can be made only by an act of the Florida State Legislature.

The State of Florida annually issues a publicly available financial report that includes financial statements and required supplementary information for the FRS. The latest available report may be obtained by writing to the State of Florida Division of Retirement, Department of Management Services, P.O. Box 9000, Tallahassee, Florida 32315-9000, or by calling (877) 377-1737 or by visiting the Website: http://www.dms.myflorida.com/workforce_operations/retirement/publications.

Pension Plan

Plan description

The Pension Plan is a cost-sharing multiple-employer defined benefit pension plan, with a Deferred Retirement Option Program ("DROP") for eligible employees.

NORTH BAY VILLAGE, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
SEPTEMBER 30, 2021

NOTE 8 – RETIREMENT PLANS (CONTINUED)

Benefits Provided

Benefits under the Pension Plan are computed on the basis of age, average final compensation, and service credit. For Pension Plan members enrolled before July 1, 2011, Regular class members who retire at or after age 62 with at least six years of creditable service or 30 years of service regardless of age are entitled to a retirement benefit payable monthly for life, equal to 1.6% times years of service times final average compensation based on the five highest years of salary. Vested members with less than 30 years of service may retire before age 62 and receive reduced retirement benefits. Special Risk Administrative Support class members who retire at or after age 55 with at least six years of creditable service or 25 years of service regardless of age are entitled to a retirement benefit payable monthly for life, equal to 1.6% times years of service times final average compensation based on the five highest years of salary. Special Risk class members (sworn law enforcement officers, firefighters, and correctional officers) who retire at or after age 55 with at least six years of creditable service, or with 25 years of service regardless of age, are entitled to a retirement benefit payable monthly for life, equal to 3.0% times the years of service times their final average compensation based on the five highest years of salary for each year of creditable service. Senior Management Service class members who retire at or after age 62 with at least six years of creditable service or 30 years of service regardless of age are entitled to a retirement benefit payable monthly for life, equal to 2.0% times the years of service times their final average compensation based on the five highest years of salary for each year of creditable service. Elected Officers' class members who retire at or after age 62 with at least six years of creditable service or 30 years of service regardless of age are entitled to a retirement benefit payable monthly for life, equal to 3.0% times the years of service (3.33% for judges and justices) times their final average compensation based on the five highest years of salary for each year of creditable service.

For Plan members enrolled on or after July 1, 2011, the vesting requirement is extended to eight years of creditable service for all these members and increasing normal retirement to age 65 or 33 years of service regardless of age for Regular, Senior Management Service, and Elected Officers' class members, and to age 60 or 30 years of service regardless of age for Special Risk and Special Risk Administrative Support class members. Also, the final average compensation for all these members will be based on the eight highest years of salary.

As provided in Section 121.101, Florida Statutes, if the member is initially enrolled in the Pension Plan before August 1, 2011, the annual cost of living adjustment ("COLA") is three percent per year. The COLA formula for retirees with an effective retirement date or DROP begin date on or after August 1, 2011, will be the sum of the pre-July 2011 service credit divided by the total service credit at retirement multiplied by 3 percent. Plan members initially enrolled on or after July 1, 2011, will not have a cost-of-living adjustment after retirement.

In addition to the above benefits, the DROP program allows eligible members to defer receipt of monthly retirement benefit payments while continuing employment with a FRS employer for a period not to exceed 60 months after electing to participate. Deferred monthly benefits are held in the FRS Trust Fund and accrue interest. There are no required contributions by DROP participants.

Contributions

Effective July 1, 2011, all enrolled members of the FRS, other than DROP participants, are required to contribute three percent of their salary to the FRS. In addition to member contributions, governmental employers are required to make contributions to the FRS based on state-wide contribution rates established by the Florida Legislature. These rates are updated as of July 1 of each year. The employer contribution rates by job class for the periods from October 1, 2020 through June 30, 2021 and from July 1, 2021 through September 30, 2021, respectively, were as follows: Regular – 10.0% and 10.82%; Special Risk Administrative Support – 35.84% and 37.76%; Special Risk – 24.45% and 25.89%; Senior Management Service – 27.29% and 29.01%; Elected Officers' – 49.18% and 51.42%; and DROP participants – 16.98% and 18.34%. These employer contribution rates include 1.66% HIS Plan subsidy for the period October 1, 2020 through September 30, 2021.

NORTH BAY VILLAGE, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
SEPTEMBER 30, 2021

NOTE 8 – RETIREMENT PLANS (CONTINUED)

HIS Plan

Plan description

The HIS Plan is a cost-sharing multiple-employer defined benefit pension plan established under Section 112.363, Florida Statutes, and may be amended by the Florida legislature at any time. The benefit is a monthly payment to assist retirees of State-administered retirement systems in paying their health insurance costs and is administered by the Florida Department of Management Services, Division of Retirement.

Benefits provided

For the fiscal year ended September 30, 2021, eligible retirees and beneficiaries received a monthly HIS payment of \$5 for each year of creditable service completed at the time of retirement, with a minimum HIS payment of \$30 and a maximum HIS payment of \$150 per month. To be eligible to receive these benefits, a retiree under a State-administered retirement system must provide proof of health insurance coverage, which may include Medicare.

Contributions

The HIS Plan is funded by required contributions from FRS participating employers as set by the Florida Legislature. Employer contributions are a percentage of gross compensation for all active FRS members. For the fiscal year ended September 30, 2021, the HIS contribution was 1.66%. The Village contributed 100% of its statutorily required contributions for the current and preceding three years. HIS Plan contributions are deposited in a separate trust fund from which payments are authorized. HIS Plan benefits are not guaranteed and are subject to annual legislative appropriation. In the event legislative appropriation or available funds fail to provide full subsidy benefits to all participants, benefits may be reduced or cancelled.

Pension liabilities, pension expense, and deferred outflows of resources and deferred inflows of resources related to pensions

At September 30, 2021, the Village reported liabilities of \$1,546,497 for its proportionate share of the Pension Plan's net pension liability and \$1,710,676 for the HIS Plan's net pension liability for a total net pension liability of \$3,257,173. The net pension liability was measured as of June 30, 2021, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2021. At June 30, 2021, the Village's proportion was .020472927 percent for the Pension Plan and .013945917 percent for the HIS Plan, which was an decrease of .000852964 percent and .004049079 percent respectively, from the proportionate share measured as of June 30, 2020.

NORTH BAY VILLAGE, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
SEPTEMBER 30, 2021

NOTE 8 – RETIREMENT PLANS (CONTINUED)

For the year ended September 30, 2021, the Village recognized pension income of \$79,252 for the Pension Plan and pension expense of \$151,122 for the HIS Plan for a total pension expense of \$71,870. At September 30, 2021, the Village reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources		
	Pension Plan	HIS Plan	Total
Differences between expected and actual experience	\$ 265,072	\$ 57,244	\$ 322,316
Changes in assumptions	1,058,190	134,421	1,192,611
Net difference between projected and actual earnings on pension plan investments	-	1,783	1,783
Changes in proportion and differences between Village contributions and proportionate share of contributions	753,876	206,582	960,458
Village contributions subsequent to the measurement date	<u>219,222</u>	<u>21,680</u>	<u>240,902</u>
Total	<u>\$ 2,296,360</u>	<u>\$ 421,710</u>	<u>\$ 2,718,070</u>
	Deferred Inflows of Resources		
	Pension Plan	HIS Plan	Total
Differences between expected and actual experience	\$ -	\$ 717	\$ 717
Changes in assumptions	-	70,484	70,484
Net difference between projected and actual earnings on pension plan investments	5,395,339	-	5,395,339
Changes in proportion and differences between Village contributions and proportionate share of contributions	<u>1,532,083</u>	<u>182,687</u>	<u>1,714,770</u>
Total	<u>\$ 6,927,422</u>	<u>\$ 253,888</u>	<u>\$ 7,181,310</u>

NORTH BAY VILLAGE, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
SEPTEMBER 30, 2021

NOTE 8 – RETIREMENT PLANS (CONTINUED)

Deferred outflows of resources in the amount of \$240,902 related to employer contributions made after the measurement date of the net pension liability but before the end of the Village's fiscal year ended September 30, 2021 will be recognized as a reduction of the net pension liability in the subsequent fiscal year ending September 30, 2022 rather than in the current fiscal year ended September 30, 2021. The amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year Ended September 30,	Employer Share of Deferred Outflows/Inflows		
	Pension Plan	HIS Plan	Total
2022	\$ (856,259)	\$ 53,045	\$ (803,214)
2023	(1,002,843)	16,620	(986,223)
2024	(1,292,428)	27,807	(1,264,621)
2025	(1,552,127)	19,375	(1,532,752)
2026	(146,627)	26,140	(120,487)
Thereafter	-	3,155	3,155

Actuarial assumptions

The Florida Retirement System Actuarial Assumption Conference is responsible for setting the assumptions used in the funding valuations of both pension plans pursuant to section 216.136 (10), Florida Statutes. The Pension Plan's valuation is performed annually. The HIS Plan has a valuation performed biennially that is updated for GASB reporting in the year a valuation is not performed. The most recent experience study for the Pension Plan was completed in 2019 for the period July 1, 2013, through June 30, 2018. Because the HIS Plan is funded on a pay-as-you-go basis, no experience study has been completed for that program. The actuarial assumptions that determined the total pension liability for the HIS Plan were based on certain results of the most recent experience study for the Pension Plan. The total pension liability in the June 30, 2021 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

	Pension Plan	HIS Plan
Inflation	2.40%	2.40%
Salary Increases	3.25% average, including inflation	3.25% average, including inflation
Investment rate of return	6.80%, net of pension plan investment expense, including inflation	N/A
Municipal bond rates	N/A	2.16%
Actuarial cost method	Individual entry age	Individual entry age
Mortality table	Generational PUB-2010 with Projection Scale MP-2018	Generational PUB-2010 with Projection Scale MP-2018

NORTH BAY VILLAGE, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
SEPTEMBER 30, 2021

NOTE 8 – RETIREMENT PLANS (CONTINUED)

Long-term expected rate of return

The long-term expected rate of return on Pension Plan investments was not based on historical returns, but instead is based on a forward-looking capital market economic model. The allocation policy's description of each asset class was used to map the target allocation to the asset classes shown below. Each asset class assumption is based on a consistent set of underlying assumptions and includes an adjustment for the inflation assumption. The target allocation and best estimates of arithmetic and geometric real rates of return for each major asset class are summarized in the following table:

Asset Class	Target Allocation ¹	Annual Arithmetic Return	Compound Annual (Geometric) Return	Standard Deviation
Cash	1.0%	2.1%	2.1%	1.1%
Fixed income	20.0%	3.8%	3.7%	3.3%
Global equity	54.2%	8.2%	6.7%	17.8%
Real estate (property)	10.3%	7.1%	6.2%	13.8%
Private equity	10.8%	11.7%	8.5%	26.4%
Strategic investments	3.7%	5.7%	5.4%	8.4%
	<u>100%</u>			
Assumed inflation-Mean			2.4%	1.2%

Note: (1) As outlined in the Plan's investment policy

Discount rate

The discount rate used to measure the total pension liability was 6.80% for the Pension Plan. The Pension Plan's fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the discount rate for calculation the total pension liability is equal to the long-term expected rate of return.

The discount rate used to measure the total pension liability was 2.16% for the HIS Plan. In general, the discount rate for calculating the HIS Plan's total pension liability is equal to the single rate equivalent to discounting at the long-term expected rate of return for benefit payments prior to the projected depletion date. Because the HIS Plan benefit is essentially funded on a pay-as-you-go basis, the depletion date is considered to be immediate, and the municipal bond rate of 2.16% was used to determine the total pension liability. The Bond Buyer General Obligation 20-Bond Municipal Bond Index was adopted as the applicable municipal bond index.

NORTH BAY VILLAGE, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
SEPTEMBER 30, 2021

NOTE 8 – RETIREMENT PLANS (CONTINUED)

Sensitivity of the village's proportionate share of the net position liability to changes in the discount rate

The following table presents the sensitivity of the Village's proportionate share of the net pension liability to changes in the discount rate. The sensitivity analysis, below, shows the impact to the Village's proportionate share of the net pension liability if the discount rate was 1.00% lower or 1.00% higher than the current discount rate at June 30, 2021.

	1% Decrease 5.80%	Current Discount Rate 6.80%	1% Increase 7.80%
Village's proportionate share of the net pension liability - FRS	\$ 6,916,038	\$ 1,546,497	\$ (2,941,837)
	1% Decrease 1.16%	Current Discount Rate 2.16%	1% Increase 3.16%
Village's proportionate share of the net pension liability - HIS	\$ 1,977,708	\$ 1,710,676	\$ 1,491,904

Investment plan

The SBA (State Board of Administration) administered the defined contribution plan officially titled the FRS Investment Plan. The Investment Plan is reported in the SBA's annual financial statements and in the State of Florida Comprehensive Annual Financial Report.

As provided in Section 121.4501, Florida Statutes, eligible FRS members may elect to participate in the Investment Plan in lieu of the FRS Defined Benefit Plan. Village employees participating in DROP are not eligible to participate in the Investment Plan. Employer and employee contributions, including amounts contributed to individual members' accounts, are defined by law, but the ultimate benefit depends, in part, on the performance of investment funds. Benefit terms, including contribution requirements, for the Investment Plan are established and may be amended by the Florida Legislature. The Investment Plan is funded with the same employer and employee contribution rates that are based on salary and membership class, as the Pension Plan. Contributions are directed to individual member accounts, and the individual members allocate contributions and account balances among various approved investment choices. Costs of administering the Investment Plan, including the FRS Financial Guidance Program, are funded through an employer contribution of 0.06 percent of payroll and by forfeited benefits of plan members. Allocations to the investment members' accounts during the 2020-2021 fiscal year, as established by Section 121.72, Florida Statutes, are based on percentage of gross compensation, by class, as follows:

Class	Allocation Rate
Elected Officials	11.34%
Senior Management	7.67%
Special Risk	14.00%
Regular Employees	6.30%

NORTH BAY VILLAGE, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
SEPTEMBER 30, 2021

NOTE 8 – RETIREMENT PLANS (CONTINUED)

For all membership classes, employees are immediately vested in their own contributions and are vested after one year of service for employer contributions and investment earnings. If an accumulated benefit obligation for service credit originally earned under the Pension Plan vesting is transferred to the Investment Plan, the member must have the years of service required for Pension Plan vesting (including the service credit represented by the transferred funds) to be vested for these funds and the earnings on these funds. Non-vested employer contributions are placed in a suspense account for up to five years. If the employee returns to FRS-covered employment within the five-year period, the employee will regain control over his or her account. If the employee does not return within the five-year period, the employee will forfeit the accumulated account balance. For the fiscal year ended September 30, 2021, the information for the amount of forfeitures was unavailable from the SBA; however, management believes that these amounts, if any, would be immaterial to the Village.

After termination and applying to receive benefits, the member may rollover vested funds to another qualified plan, structure a periodic payment under the Investment Plan, receive a lump sum distribution, leave the funds invested for future distribution, or any combination of these options. Disability coverage is provided; the member may either transfer the account balance to the Pension Plan when approved for disability retirement to receive guaranteed lifetime monthly benefits under the Pension Plan, or remain in the Investment Plan and rely upon that account balance for retirement income.

NOTE 9 – DEFINED CONTRIBUTION PLAN

The Village also has a defined contribution plan ("Plan") in accordance with Internal Revenue Code Section 401(a). There are four employees that did not transfer their balances to FRS that remain in this Plan. The Plan provides for required employer and employee contributions of 13.5% and 5.5% of employee earnings for the Plan year, respectively. The Village contributed approximately \$74,903 and the employees contributed approximately \$12,347 for the year ended September 30, 2021. Plan amendments must be approved by the Village Commission. The Plan is administered by ICMA Retirement Corp.

NOTE 10 – OTHER POST-EMPLOYMENT BENEFITS

Plan description and funding policy

Employees who retire from the Village and their dependents are eligible to continue to participate in the Village's single-employer defined benefit healthcare plan (the "Plan") currently offered through the Village at the "blended" employee group rate which, is determined annually by the Village. The retiree must continue to meet all participation requirements and pay all applicable premiums by the specified due date.

The Village provides no funding for any portion of the premiums after retirement. However, the Village recognizes that there is an "implicit subsidy" arising as a result of the blended rate premium since retiree health care costs, on average are higher than active employee healthcare costs. There are no assets accumulated in a trust that meet the criteria of the GASB to pay related benefits for the OPEB plan. The Plan does not issue a separate financial report. It is the City's current policy to fund the Plan on a "pay-as-you-go" basis from the General Fund.

The following table provides a summary of the number of participants in the Plan as of October 1, 2020:

Inactive plan members or beneficiaries	
currently receiving benefits	-
Inactive plan members entitled to but not	
yet receiving benefits	-
Active plan members	47
Total plan members	47

Actuarial methods and assumptions

The actuarial valuation of the calculation of OPEB involves estimates of the value of reported amounts and assumptions about the probability of events in the future. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared to past expectations and new estimates are made about the future.

NORTH BAY VILLAGE, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
SEPTEMBER 30, 2021

NOTE 10 – OTHER POST-EMPLOYMENT BENEFITS (CONTINUED)

Projections of benefits for financial reporting purposes are based on the substantive Plan (the Plan as understood by the City and Plan members) and include the types of benefits in force at the valuation date and the historical pattern of sharing benefit costs between the City and the Plan members to that point. Actuarial calculations reflect a long-term perspective and employ methods and assumptions that are designed to reduce short-term volatility in actuarial accrued liabilities and the actuarial value of assets.

The total OPEB liability at September 30, 2021 was based on an actuarial valuation dated October 1, 2020 with a measurement date of September 30, 2021, using the following actuarial assumptions:

Actuarial cost method	Entry age normal
Inflation	2.25%
Discount rate	2.19%
Salary increases	3.00%
Retirement age	Earlier of age 62 with at least 6 years of service, or at least 30 years of service at any age; participants who have attained such age as of the valuation date are assumed to retire one year after the valuation date.
Mortality	RP-2000 Generational Combined Healthy Participant mortality tables, projected from the year 2000 using Projection Scale AA.
Healthcare Cost Trend Rates	6.50% for fiscal year beginning 2020, 6.25% for fiscal year beginning 2021 and then gradually decreasing to an ultimate trend rate of 4.00%.

Discount rate

The discount rate used to measure the total OPEB liability at September 30, 2021 was 2.19%. Because the Village's OPEB costs are funded on a pay-as-you-go funding structure, the return on the S&P municipal bond 20 year high grade index as of the measurement date was used to determine the total OPEB liability.

Total OPEB liability of the Village

The components and changes of the Village's total OPEB liability at September 30, 2021, are as follows:

	<u>Total OPEB Liability</u>
Balance at 9/30/2020	\$ 241,573
Changes for the year:	
Service cost	14,180
Interest on Total OPEB liability	6,164
Assumption changes	4,101
Net changes	<u>24,445</u>
Balance at 9/30/2021	\$ 266,018
Total OPEB liability	\$ 266,018
OPEB Plan fiduciary net position	-
Village's net OPEB liability	<u>\$ 266,018</u>
OPEB Plan fiduciary net position as a percentage of total OPEB liability	<u>0.00%</u>

NORTH BAY VILLAGE, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
SEPTEMBER 30, 2021

NOTE 10 – OTHER POST-EMPLOYMENT BENEFITS (CONTINUED)

Sensitivity of the total OPEB liability to changes in the discount rate

The following table presents the total OPEB liability, calculated using the discount rate of 2.19%, as well as what the Village's total OPEB liability would be if it were calculated using a discount rate that is one percentage-point lower or one percentage-point higher than current discount rate:

	1% Decrease (1.19%)	Current Discount Rate Assumption (2.19%)	1% Increase (3.19%)
Total OPEB liability	\$ 284,884	\$ 266,018	\$ 247,912

Sensitivity of the total OPEB liability to changes in the healthcare cost trend rates

The following table presents the total OPEB liability of the Village, as well as what the Village's total OPEB liability would be if it were calculated using a healthcare cost trend rate that is one percentage-point lower or one percentage-point higher than the current trend rate:

	1% Decrease	Current Healthcare Cost Trend Rate Assumption	1% Increase
Total OPEB liability	\$ 238,697	\$ 266,018	\$ 297,805

OPEB expense and deferred outflows of resources

For the year ended September 30, 2021, the Village recognized OPEB expense of (\$24,445). At September 30, 2021, the Village reported no deferred outflows of resources related to OPEB.

NOTE 11 – COMMITMENTS AND CONTINGENCIES

Litigation

The Village is involved in several lawsuits incidental to its operations, the outcome of which, in the opinion of management and legal counsel, should not have material adverse effect on the financial position of the Village.

Risk management

The Village is exposed to various risks of loss related to torts, theft of, damage to, and destruction of assets, errors and omissions, and natural disasters for which the Village carries commercial insurance. There were no significant reductions in insurance coverage from coverage in the prior year and there were no settlements that exceeded insurance coverage for each of the past three years. The Village provides employee medical benefits through commercial insurance coverage.

Grants contingency

The Village receives grants from governmental agencies that require compliance with certain provisions stated in the grant agreements and are subject to audit by their grantor agencies. Failure to comply with the provisions or the results of any grantor audit could result in the return of funds and are subject to audit by their grantor agencies. Management of the Village deems the likelihood of this contingency remote since, in its opinion, the Village has complied in all material respects with the provisions of the grants.

NORTH BAY VILLAGE, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
SEPTEMBER 30, 2021

NOTE 11 – COMMITMENTS AND CONTINGENCIES (CONTINUED)

Operating lease agreements

The Village entered into an operating lease for the rental of the Village City Hall Facility through June 30, 2016 and extended through June 30, 2018. During the fiscal year September 30, 2021, the Village renewed this facility lease for an additional three years. The new lease requires monthly payments ranging from approximately \$16,700 to \$19,180. Total base payments in connection with this lease were approximately \$222,710 for the year ended September 30, 2021. The lease provides for an option to renew for one additional year.

The Village entered into an operating lease for the rental of an additional unit at the Village City Hall Facility through June 30, 2016 and extended through June 30, 2018. During the fiscal year September 30, 2021, the Village renewed the lease for an additional three years. The new lease requires monthly payments ranging from approximately \$7,490 to \$8,290. Total base payments in connection with this lease were approximately \$97,060 for the year ended September 30, 2021. The lease provides for an option to renew for one additional year.

The Village entered into an operating lease for the rental of an additional unit at the Village City Hall Facility for use by the Police Department through February 2022 and extended through June 30, 2024. During the fiscal year September 30, 2021, the Village exercised the first extension. The new lease requires monthly payments ranging from approximately \$2,825 to \$2,970. Total base payments in connection with this lease were approximately \$19,775 for the year ended September 30, 2021. The lease provides for an option to renew for one additional year.

Future minimum base lease payments for the remainder of the leases are approximately as follows:

Year Ended September 30,	Amount
2022	\$ 326,885
2023	336,429
2024	245,728

Encumbrances

Encumbrance accounting is utilized to the extent necessary to assure effective budgetary control and accountability and to facilitate effective cash planning and control. At September 30, 2021, there were no encumbrances outstanding.

The encumbrances and related appropriation lapse at the end of the year but are re-appropriated and become part of the subsequent year's budget because performance under the executory contract is expected in the next year.

REQUIRED SUPPLEMENTARY INFORMATION

NORTH BAY VILLAGE, FLORIDA
REQUIRED SUPPLEMENTARY INFORMATION
BUDGETARY COMPARISON SCHEDULE - GENERAL FUND
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2021

	Budgeted Amounts		Actual	Variance with
	Original	Final		Final Budget
				Positive/(Negative)
REVENUES:				
Taxes	\$ 6,645,062	\$ 6,684,479	\$ 6,864,866	\$ 180,387
Licenses and permits	113,000	112,000	132,032	20,032
Franchise fees	437,300	436,854	459,673	22,819
Intergovernmental revenue	1,031,339	1,453,373	1,779,273	325,900
Charges for services	80,680	190,315	180,712	(9,603)
Fines and forfeitures	422,408	441,349	441,349	-
Impact fees	-	679	679	-
Interest income	30,000	20,204	20,203	(1)
Miscellaneous	119,093	92,283	266,180	173,897
Total revenues	\$ 8,878,882	\$ 9,431,536	\$ 10,144,967	\$ 713,431
EXPENDITURES:				
General government:				
Village commission	\$ 77,054	\$ 72,354	\$ 58,008	14,346
Village manager	252,813	247,813	233,001	14,812
Village clerk	213,790	213,791	197,444	16,347
Finance	179,369	179,369	173,915	5,454
Village attorney	241,015	321,834	321,834	-
Nondepartmental	1,197,927	1,535,394	1,468,476	66,918
Public safety	5,424,835	5,649,417	5,617,279	32,138
Recreation and human services	335,752	349,603	320,365	29,238
Capital outlay				
Nondepartmental	26,000	26,000	26,000	-
Public safety	44,509	59,937	59,937	-
Debt service:				
Principal	197,567	2,270,000	2,270,000	-
Interest	77,228	78,956	78,956	-
Total expenditures	8,267,859	11,004,468	10,825,215	179,253
Excess of expenditures over revenue	611,023	(1,572,932)	(680,248)	534,178
Other financing sources:				
Issuance of long term debt	-	2,350,000	2,350,000	-
Proceeds from sale of capital assets	-	-	5,345	5,345
Transfers out	(376,785)	(750,992)	(750,386)	606
Total other financing sources	(376,785)	1,599,008	1,604,959	5,951
Fund balance appropriated	(234,238)	(26,076)	-	26,076
Net change in fund balance	\$ -	\$ -	924,711	\$ 540,129
Fund balances - beginning			2,830,672	
Fund balances - ending			\$ 3,755,383	

See notes to budgetary comparison schedule

NORTH BAY VILLAGE, FLORIDA
NOTE TO BUDGETARY COMPARISON SCHEDULE
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2021

NOTE 1 – BUDGETS AND BUDGETARY ACCOUNTING

The Village legally adopts annual budgets for all governmental funds, with the exception of Federal Forfeiture Fund, State Forfeiture Fund, Parks Improvement Fund and Police Improvement Trust Fund.

The budgets are prepared on a basis consistent with accounting principles generally accepted in the United States. At least 60 days prior to the close of the fiscal year, the Village Commission is presented with a proposed budget including proposed expenditures and the means of financing them. After Commission review and public hearings, the budget is adopted prior to October 1. Budgets are approved on a fund-by-fund basis and management may transfer amounts between line items within the various activities in a department as long as the transfer does not amount to more than 5% of the total budget of the department. There were no budgetary transfers within a department for the year ending September 30, 2021. All other budgetary transfers must be approved by resolution of the Village Commission. Expenditures may not exceed appropriations at the departmental level.

Budgets are considered a management control and planning tool and as such are incorporated into the accounting system of the Village. The Village Commission, by resolution, may make supplemental appropriations for the year up to the amount of revenues in excess of those estimated. Appropriations lapse at year-end. There were no amendments to the budget for the current fiscal year.

NORTH BAY VILLAGE, FLORIDA
REQUIRED SUPPLEMENTARY INFORMATION
SCHEDULE OF THE VILLAGE'S PROPORTIONATE SHARE
OF NET PENSION LIABILITY
FLORIDA RETIREMENT SYSTEM PENSION PLAN (FRS)
SEPTEMBER 30, 2021

	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
Village's proportion of the FRS net pension liability	0.020472927%	0.024522006%	0.020790053%	0.025202817%	0.023842196%	0.024321282%	0.020411165%	0.019243398%
Village's proportionate share of the FRS net pension liability	\$ 1,546,497	\$ 10,628,199	\$ 7,159,805	\$ 7,591,219	\$ 7,054,782	\$ 6,141,143	\$ 2,636,736	\$ 1,174,130
Village's covered payroll	5,278,204	5,116,961	4,878,677	3,749,563	4,260,039	4,191,730	3,811,541	3,442,706
Village's proportionate share of the FRS net pension liability as a percentage of its covered payroll	29.30%	207.71%	146.76%	202.46%	165.60%	146.51%	69.18%	34.10%
FRS Plan fiduciary net position as a percentage of the total pension liability	96.40%	78.85%	82.61%	84.26%	83.69%	84.88%	92.00%	96.09%

Note: The schedule is intended to show information for the last ten (10) fiscal years. Additional years will be displayed as they become available.

NORTH BAY VILLAGE, FLORIDA
REQUIRED SUPPLEMENTARY INFORMATION
SCHEDULE OF THE VILLAGE'S PROPORTIONATE SHARE
OF NET PENSION LIABILITY
HEALTH INSURANCE SUBSIDY PENSION PLAN (HIS)
SEPTEMBER 30, 2021

	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
Village's proportion of the HIS net pension liability	0.013945917%	0.014798881%	0.013212112%	0.014794946%	0.013346042%	0.013577049%	0.012524760%	0.011525625%
Village's proportionate share of the HIS net pension liability	\$ 1,710,676	\$ 1,806,919	\$ 1,478,303	\$ 1,565,914	\$ 1,427,020	\$ 1,582,349	\$ 1,277,329	\$ 1,077,674
Village's covered payroll	5,278,204	5,116,961	4,878,677	3,749,563	4,260,039	4,191,730	3,811,541	3,442,706
Village's proportionate share of the HIS net pension liability as a percentage of its covered payroll	32.41%	35.31%	30.30%	41.76%	33.50%	37.75%	33.51%	31.30%
HIS Plan fiduciary net position as a percentage of the total pension liability	3.56%	3.00%	2.63%	2.15%	1.64%	0.97%	0.50%	0.99%

Note: The schedule is intended to show information for the last ten (10) fiscal years. Additional years will be displayed as they become available.

NORTH BAY VILLAGE, FLORIDA
REQUIRED SUPPLEMENTARY INFORMATION
SCHEDULE OF THE VILLAGE'S CONTRIBUTIONS -
FLORIDA RETIREMENT SYSTEM PENSION PLAN (FRS)
SEPTEMBER 30, 2021

	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
Contractually required FRS contribution	\$ 779,930	\$ 814,758	\$ 644,642	\$ 718,260	\$ 620,671	\$ 593,113	\$ 497,642	\$ 421,512
FRS contribution in relation to the contractually required contribution	<u>(779,930)</u>	<u>(814,758)</u>	<u>(644,642)</u>	<u>(718,260)</u>	<u>(620,671)</u>	<u>(593,113)</u>	<u>(497,642)</u>	<u>(421,512)</u>
FRS contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Village's covered payroll	5,278,204	5,386,505	4,858,170	4,172,564	4,275,799	4,088,434	3,807,189	3,554,672
FRS contribution as a percentage of covered payroll	14.78%	15.13%	13.27%	17.21%	14.52%	14.51%	13.07%	11.86%

Note: The schedule is intended to show information for the last ten (10) fiscal years. Additional years will be displayed as they become available.

NORTH BAY VILLAGE, FLORIDA
REQUIRED SUPPLEMENTARY INFORMATION
SCHEDULE OF THE VILLAGE'S CONTRIBUTIONS -
HEALTH INSURANCE SUBSIDY PENSION PLAN (HIS)
SEPTEMBER 30, 2021

	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
Contractually required HIS contribution	\$ 81,974	\$ 85,279	\$ 73,366	\$ 80,233	\$ 70,631	\$ 69,591	\$ 47,877	\$ 39,483
HIS contribution in relation to the contractually required contribution	<u>(81,974)</u>	<u>(85,279)</u>	<u>(73,366)</u>	<u>(80,233)</u>	<u>(70,631)</u>	<u>(69,591)</u>	<u>(47,877)</u>	<u>(39,483)</u>
HIS contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Village's covered payroll	5,278,204	5,386,505	4,858,170	5,276,247	4,275,799	4,088,434	3,807,189	3,554,672
HIS contribution as a percentage of covered payroll	1.55%	1.58%	1.51%	1.52%	1.65%	1.70%	1.26%	1.11%

Note: The schedule is intended to show information for the last ten (10) fiscal years. Additional years will be displayed as they become available.

NORTH BAY VILLAGE, FLORIDA
REQUIRED SUPPLEMENTARY INFORMATION
SCHEDULE OF CHANGES IN TOTAL OPEB LIABILITY AND RELATED RATIOS
OTHER POST-EMPLOYMENT BENEFITS (OPEB)
SEPTEMBER 30, 2021

Fiscal Year:	9/30/2021	9/30/2020	9/30/2019	9/30/2018
Measurement Date:	<u>9/30/2021</u>	<u>9/30/2020</u>	<u>9/30/2019</u>	<u>9/30/2018</u>
Total OPEB liability:				
Service cost	\$ 14,180	\$ 43,385	\$ 42,121	\$ 41,645
Interest	6,164	26,143	23,681	21,872
Assumption changes	4,101	(514,832)	3,705	-
Benefit payments	<u>-</u>	<u>-</u>	<u>(3,965)</u>	<u>(2,809)</u>
Net change in total OPEB liability	\$ 24,445	\$ (445,304)	\$ 65,542	\$ 60,708
Total OPEB liability-beginning	<u>241,573</u>	<u>686,877</u>	<u>621,335</u>	<u>560,627</u>
Total OPEB liability-ending	\$ <u>266,018</u>	\$ <u>241,573</u>	\$ <u>686,877</u>	\$ <u>621,335</u>
Covered payroll	\$ 5,175,788	\$ 5,025,037	\$ 4,878,677	\$ 3,069,048
Total OPEB liability as a percentage of covered payroll	5.14%	4.81%	14.08%	20.25%

Note: The schedule is intended to show information for the last ten (10) fiscal years. Additional years will be displayed as they become available.

COMBINING FINANCIAL STATEMENTS

NONMAJOR GOVERNMENTAL FUNDS

SPECIAL REVENUE FUNDS

Special revenue funds are used to account for specific revenues that are legally restricted to expenditures for particular purposes.

State Forfeiture Fund - This fund is used to account for State forfeitures restricted for law enforcement purposes.

Federal Forfeiture Fund - This fund is used to account for Federal forfeitures restricted for law enforcement purposes.

Building Fees Fund - This fund is used to account for the operations of building, planning and zoning.

Street Maintenance Fund - This fund is used to account for the operations of street maintenance and construction costs.

Children's Services Fund - This fund is used to account for certain grants and programs that provide for summer programs as well as other adolescent activities.

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.

Police Improvement Fund - This fund is used to account for revenues and expenditures for law enforcement purposes.

DEBT SERVICE FUNDS

Debt service funds are used to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

Roadway Improvement Projects Debt Service Fund - This fund is used to accumulate resources and distribute principal and interest on governmental long-term debt payable by the Village for roadway capital improvements.

Debt Service Fund - This fund is used to accumulate resources and distribute principal and interest on governmental long-term debt payable by the Village.

CAPITAL PROJECTS FUNDS

Capital projects funds are used to account for the acquisition or construction of various major capital projects.

Parks Improvement Fund - This fund is used to account for the revenues and expenditures associated with park acquisition, improvements and enhancements.

Capital Projects Fund - This fund accounts for the acquisition or construction of various capital projects.

Capital Improvements GOB Fund – This fund is used to account for the revenues and expenditures for capital projects related to voter approved General Obligation Bond debt.

CITT Roadway Improvements Capital Projects Fund - This fund accounts for the acquisition or construction of various road improvements throughout the Village.

NORTH BAY VILLAGE, FLORIDA
COMBINING BALANCE SHEET
NON-MAJOR GOVERNMENTAL FUNDS
SEPTEMBER 30, 2021

	Special Revenue Funds						Debt Service Fund		Capital Projects				Total Nonmajor Governmental Funds	
	State Forfeiture Fund	Federal Forfeiture Fund	Building Fees Fund	Street Maintenance Fund	Children's Services Fund	Transportation Fund	Police Improvement Fund	Roadway Improvement Projects Debt Service Fund	Debt Service Fund	Parks Improvements Fund	Capital Projects Fund	Capital Projects GOB Fund		CITT Roadway Improvements Fund
ASSETS														
Cash and cash equivalents	\$ 21,214	\$ 90,554	\$ 144,167	\$ 89,109	\$ -	\$ 1,382,872	\$ 39,634	\$ -	\$ 113,731	\$ 125,454	\$ 270,385	\$ 528,611	\$ 19,793	\$ 2,825,524
Restricted cash	-	-	-	-	-	-	-	-	-	-	-	-	1,467,660	1,467,660
Accounts receivable, net	-	-	-	58,158	43,154	155,005	-	-	2,254	-	60,000	-	-	318,571
Prepays	-	-	117	4,331	82	-	-	-	-	-	-	-	-	4,530
Total assets	\$ 21,214	\$ 90,554	\$ 144,284	\$ 151,598	\$ 43,236	\$ 1,537,877	\$ 39,634	\$ -	\$ 115,985	\$ 125,454	\$ 330,385	\$ 528,611	\$ 1,487,453	\$ 4,616,285
LIABILITIES														
Accounts payable and accrued liabilities	\$ 5,526	\$ 8,445	\$ 142,893	\$ 51,305	\$ 25,907	\$ 14,086	\$ -	\$ -	\$ 89	\$ -	\$ 19,105	\$ -	\$ 19,793	\$ 287,149
Payroll liabilities	-	-	1,680	2,840	2,456	-	-	-	-	-	-	-	-	6,976
Retainage payable	-	-	-	-	-	-	-	-	-	-	-	76,099	-	76,099
Due to other funds	-	-	-	61,261	-	-	-	-	-	-	-	400,000	-	461,261
Total liabilities	5,526	8,445	144,573	115,406	28,363	14,086	-	-	89	-	19,105	476,099	19,793	831,485
DEFERRED INFLOWS OF RESOURCES														
Unavailable revenues	-	-	-	-	-	45,986	-	-	-	-	-	-	-	45,986
Total deferred inflows of resources	-	-	-	-	-	45,986	-	-	-	-	-	-	-	45,986
FUND BALANCES														
Nonspendable	-	-	117	4,331	82	-	-	-	-	-	-	-	-	4,530
Restricted for:														
Debt service	-	-	-	-	-	-	-	-	115,896	-	-	-	-	115,896
Public works	-	-	-	31,861	-	-	-	-	-	-	-	-	-	31,861
Transportation projects	-	-	-	-	-	1,477,805	-	-	-	-	-	-	1,467,660	2,945,465
Recreation and human services	-	-	-	-	14,791	-	-	-	-	125,454	311,280	-	-	451,525
Law enforcement	15,688	82,109	-	-	-	-	39,634	-	-	-	-	-	-	137,431
Unassigned	-	-	(406)	-	-	-	-	-	-	-	-	52,512	-	52,106
Total fund balances	15,688	82,109	(289)	36,192	14,873	1,477,805	39,634	-	115,896	125,454	311,280	52,512	1,467,660	3,738,814
Total liabilities and fund balances	\$ 21,214	\$ 90,554	\$ 144,284	\$ 151,598	\$ 43,236	\$ 1,537,877	\$ 39,634	\$ -	\$ 115,985	\$ 125,454	\$ 330,385	\$ 528,611	\$ 1,487,453	\$ 4,616,285

NORTH BAY VILLAGE, FLORIDA
COMBINING STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
NON-MAJOR GOVERNMENTAL FUNDS
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2021

	Special Revenue Funds							Debt Service Funds		Capital Projects				Total Nonmajor Governmental Funds
	State Forfeiture Fund	Federal Forfeiture Fund	Building Fees Fund	Street Maintenance Fund	Children's Services Fund	Transportation Fund	Police Improvement Fund	Roadway Improvement Projects Debt Service Fund	Debt Service Fund	Parks Improvements Fund	Capital Projects Fund	Capital Projects GOB Fund	CITT Roadway Improvements Fund	
Revenues:														
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400,976	\$ -	\$ -	\$ 734,795	\$ -	\$ -	\$ -	\$ -	\$ 1,135,771
Intergovernmental	-	-	-	322,507	134,618	10,886	-	-	-	-	240,000	-	-	708,011
Licenses and permits	-	-	409,191	-	-	-	-	-	-	-	-	-	-	409,191
Fines and forfeitures	-	53,244	-	-	-	2,797	-	-	-	-	-	-	-	56,041
Impact fees	-	-	-	-	-	-	949	-	-	1,892	-	-	-	2,841
Interest income	51	89	-	-	-	14,610	-	-	-	-	-	-	660	15,410
Other	-	6,705	17,006	9,091	-	-	-	-	-	-	-	1,200	-	34,002
Total revenues	51	60,038	426,197	331,598	134,618	429,269	949	-	734,795	1,892	240,000	1,200	660	2,361,267
Expenditures:														
Current:														
Public safety	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Public works	-	-	-	489,809	-	50,548	-	-	-	-	-	-	-	540,357
Building, planning and zoning	-	-	458,284	-	-	-	-	-	-	-	-	-	-	458,284
Recreation and human services	-	-	-	-	136,897	-	-	-	-	8,441	-	-	-	145,338
Capital outlay	5,525	8,445	-	73,197	-	28,740	-	-	-	-	77,300	96,267	285,148	574,622
Debt service:														
Principal	-	-	-	-	-	-	-	90,000	467,857	-	-	-	-	557,857
Interest	-	-	-	-	-	-	-	17,552	162,030	-	-	-	-	179,582
Total expenditures	5,525	8,445	458,284	563,006	136,897	79,288	-	107,552	629,887	8,441	77,300	96,267	285,148	2,456,040
Excess (deficiency) of revenues over expenditures	(5,474)	51,593	(32,087)	(231,408)	(2,279)	349,981	949	(107,552)	104,908	(6,549)	162,700	(95,067)	(284,488)	(94,773)
Other financing sources:														
Transfers in	-	-	141,339	321,128	6,671	55,248	-	107,552	-	-	148,580	226,000	285,148	1,291,666
Transfers out	-	-	-	-	-	(426,376)	-	-	-	(114,904)	-	-	-	(541,280)
Total other financing sources (uses)	-	-	141,339	321,128	6,671	(371,128)	-	107,552	-	(114,904)	148,580	226,000	285,148	750,386
Net change in fund balance	(5,474)	51,593	109,252	89,720	4,392	(21,147)	949	-	104,908	(121,453)	311,280	130,933	660	655,613
Fund balances - beginning	21,162	30,516	(109,541)	(53,528)	10,481	1,498,952	38,685	-	10,988	246,907	-	(78,421)	1,467,000	3,083,201
Fund balances - ending	\$ 15,688	\$ 82,109	\$ (289)	\$ 36,192	\$ 14,873	\$ 1,477,805	\$ 39,634	\$ -	\$ 115,896	\$ 125,454	\$ 311,280	\$ 52,512	\$ 1,467,660	\$ 3,738,814

NORTH BAY VILLAGE, FLORIDA
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - BUILDING FEES FUND
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2021

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	<u>Original</u>	<u>Final</u>		
Revenues:				
Licenses and permits	\$ 362,000	\$ 401,269	\$ 409,191	\$ 7,922
Other	<u>15,000</u>	<u>15,000</u>	<u>17,006</u>	<u>2,006</u>
Total revenues	<u>377,000</u>	<u>416,269</u>	<u>426,197</u>	<u>9,928</u>
Expenditures:				
Current:				
Building, planning and zoning	<u>421,697</u>	<u>460,966</u>	<u>458,284</u>	<u>2,682</u>
Total expenditures	<u>421,697</u>	<u>460,966</u>	<u>458,284</u>	<u>2,682</u>
Excess of expenditures over revenues	<u>(44,697)</u>	<u>(44,697)</u>	<u>(32,087)</u>	<u>12,610</u>
Other financing sources:				
Transfers in	44,697	44,697	141,339	96,642
Transfers out	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total other financing sources	<u>44,697</u>	<u>44,697</u>	<u>141,339</u>	<u>96,642</u>
Net change in fund balance	<u>\$ -</u>	<u>\$ -</u>	109,252	<u>\$ 109,252</u>
Fund balance - beginning			<u>(109,541)</u>	
Fund balance - ending			<u>\$ (289)</u>	

NORTH BAY VILLAGE, FLORIDA
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - STREET MAINTENANCE FUND
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2021

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	Variance with Final Budget Positive (Negative)
	<u>Original</u>	<u>Final</u>		
Revenues:				
Intergovernmental	\$ 176,291	\$ 286,315	\$ 322,507	\$ 36,192
Other	<u>4,000</u>	<u>9,091</u>	<u>9,091</u>	<u>-</u>
Total revenues	<u>180,291</u>	<u>295,406</u>	<u>331,598</u>	<u>36,192</u>
Expenditures:				
Current:				
Public works	374,854	491,758	489,809	1,949
Capital outlay	<u>75,000</u>	<u>73,211</u>	<u>73,197</u>	<u>14</u>
Total expenditures	<u>449,854</u>	<u>564,969</u>	<u>563,006</u>	<u>1,963</u>
Excess of expenditures over revenues	<u>(269,563)</u>	<u>(269,563)</u>	<u>(231,408)</u>	<u>38,155</u>
Other financing sources:				
Transfers in	<u>269,563</u>	<u>269,563</u>	<u>321,128</u>	<u>51,565</u>
Total other financing sources	<u>269,563</u>	<u>269,563</u>	<u>321,128</u>	<u>51,565</u>
Net change in fund balance	<u>\$ -</u>	<u>\$ -</u>	89,720	<u>\$ 89,720</u>
Fund balance - beginning			<u>(53,528)</u>	
Fund balance - ending			<u>\$ 36,192</u>	

NORTH BAY VILLAGE, FLORIDA
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - CHILDREN'S SERVICES FUND
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2021

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	Variance with Final Budget Positive (Negative)
	<u>Original</u>	<u>Final</u>		
Revenues:				
Intergovernmental	\$ 169,252	\$ 169,252	\$ 134,618	\$ (34,634)
Total revenues	<u>169,252</u>	<u>169,252</u>	<u>134,618</u>	<u>(34,634)</u>
Expenditures:				
Current:				
Parks and recreation	<u>185,543</u>	<u>185,543</u>	<u>136,897</u>	<u>48,646</u>
Total expenditures	<u>185,543</u>	<u>185,543</u>	<u>136,897</u>	<u>48,646</u>
Excess of expenditures over revenues	<u>(16,291)</u>	<u>(16,291)</u>	<u>(2,279)</u>	<u>14,012</u>
Other financing sources:				
Transfers in	<u>7,277</u>	<u>7,277</u>	<u>6,671</u>	<u>(606)</u>
Total other financing sources	<u>7,277</u>	<u>7,277</u>	<u>6,671</u>	<u>(606)</u>
Revenues over (under) expenditures and other financing sources	(9,014)	(9,014)	4,392	13,406
Fund balance appropriated	<u>9,014</u>	<u>9,014</u>	<u>-</u>	<u>(9,014)</u>
Net change in fund balance	<u>\$ -</u>	<u>\$ -</u>	<u>4,392</u>	<u>\$ 4,392</u>
Fund balance - beginning			<u>10,481</u>	
Fund balance - ending			<u>\$ 14,873</u>	

NORTH BAY VILLAGE, FLORIDA
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - TRANSPORTATION FUND
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2021

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Revenues:				
Taxes	\$ 325,888	\$ 325,888	\$ 400,976	\$ 75,088
Intergovernmental	-	-	10,886	10,886
Fines and forfeitures	4,000	4,000	2,797	(1,203)
Interest income	500	500	14,610	14,110
Total revenues	330,388	330,388	429,269	98,881
Expenditures:				
Current:				
Public works	164,000	164,000	50,548	113,452
Capital outlay	20,000	20,000	28,740	(8,740)
Debt Service:				
Principal	90,000	90,000	-	90,000
Interest	17,685	17,685	-	17,685
Total expenditures	291,685	291,685	79,288	212,397
Excess (deficiency) of revenues over expenditures	38,703	38,703	349,981	311,278
Other financing sources (uses) :				
Transfers in	55,248	55,248	55,248	-
Transfers out	-	(33,676)	(426,376)	(392,700)
Total other financing sources (uses)	55,248	21,572	(371,128)	(392,700)
Revenues over (under) expenditures and other financing sources (uses)	93,951	60,275	(21,147)	(81,422)
Fund balance appropriated	(93,951)	(60,275)		60,275
Net change in fund balance	\$ -	\$ -	(21,147)	\$ (21,147)
Fund balance - beginning			1,498,952	
Fund balance - ending			\$ 1,477,805	

See notes to budgetary comparison schedule

NORTH BAY VILLAGE, FLORIDA
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - ROADWAY IMPROVEMENT PROJECTS DEBT SERVICE FUND
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2021

	<u>Budgeted Amounts</u>		<u>Actual</u> <u>Amounts</u>	Variance with Final Budget Positive (Negative)
	<u>Original</u>	<u>Final</u>		
Expenditures:				
Current:				
Principal	\$ -	\$ 90,000	\$ 90,000	\$ -
Interest and fiscal charges	-	<u>17,552</u>	<u>17,552</u>	-
Total expenditures	-	<u>107,552</u>	<u>107,552</u>	-
Other financing sources:				
Transfers in	-	<u>107,552</u>	<u>107,552</u>	-
Total other financing sources	-	<u>107,552</u>	<u>107,552</u>	-
Revenues over (under) expenditures and other financing sources (uses)	-	(107,552)	(107,552)	-
Fund balance appropriated	-	<u>107,552</u>	-	(107,552)
Net change in fund balance	<u>\$ -</u>	<u>\$ -</u>	-	<u>\$ (107,552)</u>
Fund balance - beginning			-	
Fund balance - ending			<u>\$ -</u>	

NORTH BAY VILLAGE, FLORIDA
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - DEBT SERVICE FUND
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2021

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	Variance with Final Budget Positive (Negative)
	<u>Original</u>	<u>Final</u>		
Revenues:				
Taxes	\$ 835,816	\$ 835,816	\$ 734,795	\$ (101,021)
Total revenues	<u>835,816</u>	<u>835,816</u>	<u>734,795</u>	<u>(101,021)</u>
Expenditures:				
Current:				
Principal	687,976	687,976	467,857	220,119
Interest and fiscal charges	<u>147,840</u>	<u>147,840</u>	<u>162,030</u>	<u>(14,190)</u>
Total expenditures	<u>835,816</u>	<u>835,816</u>	<u>629,887</u>	<u>205,929</u>
Revenues over (under) expenditures	-	-	104,908	(104,908)
Net change in fund balance	<u>\$ -</u>	<u>\$ -</u>	104,908	<u>\$ (104,908)</u>
Fund balance - beginning			<u>10,988</u>	
Fund balance - ending			<u>\$ 115,896</u>	

NORTH BAY VILLAGE, FLORIDA
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - PARK IMPROVEMENTS FUND
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2021

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Revenues:				
Impact fees	\$ -	\$ 1,801	\$ 1,892	\$ 91
Total revenues	-	1,801	1,892	91
Expenditures:				
Current:				
Recreation and human services	-	8,441	8,441	-
Total expenditures	-	8,441	8,441	-
Other financing sources:				
Transfers out	-	(114,904)	(114,904)	-
Total other financing sources	-	(114,904)	(114,904)	-
Revenues over (under) expenditures and other financing sources	-	(121,544)	(121,453)	-
Fund balance appropriated	-	121,544		(121,544)
Net change in fund balance	\$ -	\$ -	(121,453)	\$ (121,544)
Fund balance - beginning			246,907	
Fund balance - ending			\$ 125,454	

NORTH BAY VILLAGE, FLORIDA
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - CAPITAL PROJECTS FUND
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2021

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	Variance with Final Budget Positive (Negative)
	<u>Original</u>	<u>Final</u>		
Revenues:				
Intergovernmental	\$ -	\$ 60,000	\$ 240,000	\$ 180,000
Total revenues	<u>-</u>	<u>60,000</u>	<u>240,000</u>	<u>180,000</u>
Expenditures:				
Current:				
Capital outlay	-	208,580	77,300	131,280
Total expenditures	<u>-</u>	<u>208,580</u>	<u>77,300</u>	<u>131,280</u>
Other financing sources:				
Transfers in	-	148,580	148,580	-
Total other financing sources	<u>-</u>	<u>148,580</u>	<u>148,580</u>	<u>-</u>
Revenues over (under) expenditures and other financing sources	<u>-</u>	<u>-</u>	<u>311,280</u>	<u>-</u>
Net change in fund balance	<u>\$ -</u>	<u>\$ -</u>	<u>311,280</u>	<u>\$ -</u>
Fund balance - beginning			<u>-</u>	
Fund balance - ending			<u>\$ 311,280</u>	

NORTH BAY VILLAGE, FLORIDA
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - CAPITAL PROJECTS GOB FUND
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2021

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	Variance with Final Budget Positive (Negative)
	<u>Original</u>	<u>Final</u>		
Revenues:				
Other	\$ -	\$ -	\$ 1,200	\$ 1,200
Total revenues	<u>-</u>	<u>-</u>	<u>1,200</u>	<u>1,200</u>
Expenditures:				
Current:				
Capital outlay	<u>635,000</u>	<u>635,000</u>	<u>96,267</u>	<u>538,733</u>
Total expenditures	<u>635,000</u>	<u>635,000</u>	<u>96,267</u>	<u>538,733</u>
Other financing sources:				
Proceeds from debt	576,385	576,385	-	(576,385)
Transfers in	<u>-</u>	<u>-</u>	<u>226,000</u>	<u>226,000</u>
Total other financing sources	<u>576,385</u>	<u>576,385</u>	<u>226,000</u>	<u>(350,385)</u>
Revenues over (under) expenditures and other financing sources	<u>(58,615)</u>	<u>(58,615)</u>	<u>130,933</u>	<u>-</u>
Fund balance appropriated	<u>58,615</u>	<u>58,615</u>		<u>(58,615)</u>
Net change in fund balance	<u>\$ -</u>	<u>\$ -</u>	<u>130,933</u>	<u>\$ (58,615)</u>
Fund balance - beginning			<u>(78,421)</u>	
Fund balance - ending			<u>\$ 52,512</u>	

NORTH BAY VILLAGE, FLORIDA
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - CITT ROADWAY IMPROVEMENTS FUND
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2021

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Revenues:				
Interest income	\$ -	\$ -	\$ 660	\$ 660
Total revenues	-	-	660	660
Expenditures:				
Current:				
Capital outlay	-	285,148	285,148	-
Total expenditures	-	285,148	285,148	-
Other financing sources:				
Transfers in	-	285,148	285,148	-
Total other financing sources	-	285,148	285,148	-
Revenues over (under) expenditures and other financing sources	-	-	660	-
Net change in fund balance	\$ -	\$ -	660	\$ -
Fund balance - beginning			1,467,000	
Fund balance - ending			\$ 1,467,660	

STATISTICAL SECTION

STATISTICAL SECTION

This part of North Bay Village's comprehensive annual financial report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the Village's overall financial health.

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Financial Trends	
<i>These schedules contain trend information to help the reader understand how the Village's financial performance and well-being have changed over time.</i>	60-64
Revenue Capacity	
<i>These schedules contain information to help the reader assess the Village's most significant local revenue source, the property tax.</i>	65-71
Debt Capacity	
<i>These schedules present information to help the reader assess the affordability of the Village's current levels of outstanding debt and the Village's ability to issue additional debt in the future.</i>	72-76
Demographic and Economic Information	
<i>These schedules offer demographic and economic indicators to help the reader understand the environment within which the Village's financial activities take place.</i>	77-78
Operating Information	
<i>These schedules contain service and infrastructure data to help the reader understand how the information in the Village's financial report relates to the services the Village provides and the activities it performs.</i>	79-81

NORTH BAY VILLAGE, FLORIDA
NET POSITION BY COMPONENT
LAST TEN FISCAL YEARS
(ACCRUAL BASIS OF ACCOUNTING)

	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Governmental Activities:										
Net investment in capital assets	\$ 2,675,129	\$ 2,956,614	\$ 3,161,974	\$ 3,468,637	\$ 3,887,834	\$ 4,028,050	\$ 4,134,161	\$ 4,728,103	\$ 3,535,691	\$ 5,523,934
Restricted	1,533,377	1,117,826	1,724,697	1,434,461	1,838,289	1,897,794	2,009,931	2,021,147	3,939,703	3,534,421
Unrestricted (deficit)	<u>493,678</u>	<u>(129,020)</u>	<u>85,083</u>	<u>(3,300,953)</u>	<u>(3,387,282)</u>	<u>(3,951,483)</u>	<u>(4,512,397)</u>	<u>(5,603,301)</u>	<u>(7,025,349)</u>	<u>(5,665,036)</u>
Total governmental activities, net position	<u>\$ 4,702,184</u>	<u>\$ 3,945,420</u>	<u>\$ 4,971,754</u>	<u>\$ 1,602,145</u>	<u>\$ 2,338,841</u>	<u>\$ 1,974,361</u>	<u>\$ 1,631,695</u>	<u>\$ 1,145,949</u>	<u>\$ 450,045</u>	<u>\$ 3,393,319</u>
Business-Type Activities:										
Net investment in capital assets	\$ 8,261,570	\$ 8,316,098	\$ 8,082,710	\$ 8,402,023	\$ 8,440,175	\$ 9,394,287	\$ 11,055,898	\$ 11,384,274	\$ 7,980,181	\$ 7,208,169
Unrestricted (deficit)	<u>438,423</u>	<u>633,107</u>	<u>889,675</u>	<u>270,010</u>	<u>705,341</u>	<u>139,561</u>	<u>(1,243,696)</u>	<u>(1,886,054)</u>	<u>1,982,069</u>	<u>3,113,416</u>
Total business-type activities, net position	<u>\$ 8,699,993</u>	<u>\$ 8,949,205</u>	<u>\$ 8,972,385</u>	<u>\$ 8,672,033</u>	<u>\$ 9,145,516</u>	<u>\$ 9,533,848</u>	<u>\$ 9,812,202</u>	<u>\$ 9,498,220</u>	<u>\$ 9,962,250</u>	<u>\$ 10,321,585</u>
Primary Government:										
Net investment in capital assets	\$ 10,936,699	\$ 11,272,712	\$ 11,244,684	\$ 11,870,660	\$ 12,328,009	\$ 13,422,337	\$ 15,190,059	\$ 16,112,377	\$ 11,515,872	\$ 12,732,103
Restricted	1,533,377	1,117,826	1,724,697	1,434,461	1,838,289	1,897,794	2,009,931	2,021,147	3,939,703	3,534,421
Unrestricted (deficit)	<u>932,101</u>	<u>504,087</u>	<u>974,758</u>	<u>(3,030,943)</u>	<u>(2,681,941)</u>	<u>(3,811,922)</u>	<u>(5,756,093)</u>	<u>(7,489,355)</u>	<u>(5,043,280)</u>	<u>(2,551,620)</u>
Total primary government, net position	<u>\$ 13,402,177</u>	<u>\$ 12,894,625</u>	<u>\$ 13,944,139</u>	<u>\$ 10,274,178</u>	<u>\$ 11,484,357</u>	<u>\$ 11,508,209</u>	<u>\$ 11,443,897</u>	<u>\$ 10,644,169</u>	<u>\$ 10,412,295</u>	<u>\$ 13,714,904</u>

* Fiscal year 2017 unrestricted net assets have been restated due to the implementation of GASB 75.

NORTH BAY VILLAGE, FLORIDA
CHANGES IN NET POSITION
LAST TEN FISCAL YEARS
(ACCRUAL BASIS OF ACCOUNTING)

	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Expenses:										
Governmental activities:										
General government	\$ 2,079,698	\$ 2,110,915	\$ 1,736,545	\$ 1,645,316	\$ 2,416,720	\$ 2,954,893	\$ 3,127,620	\$ 3,901,795	\$ 3,325,014	\$ 2,454,219
Public safety	4,138,772	4,414,222	4,393,099	4,754,552	5,401,548	5,974,821	6,620,019	6,317,731	6,714,598	5,193,586
Public works	588,680	767,930	581,419	595,935	662,229	765,252	792,985	977,997	1,110,343	665,142
Building, planning and zoning	211,375	411,645	616,483	787,048	635,329	461,411	663,846	556,734	463,238	447,401
Recreation and human services	200,319	393,656	393,421	465,644	519,026	527,163	527,727	555,941	714,022	550,391
Interest and fiscal charges	316,958	287,067	254,548	249,618	235,061	220,145	306,276	231,575	259,283	254,551
Total governmental activities	<u>7,535,802</u>	<u>8,385,435</u>	<u>7,975,515</u>	<u>8,498,113</u>	<u>9,869,913</u>	<u>10,903,685</u>	<u>12,038,473</u>	<u>12,541,773</u>	<u>12,586,498</u>	<u>9,565,290</u>
Business-type activities:										
Utility	4,450,352	4,463,577	5,033,035	5,547,846	4,368,279	5,105,373	4,929,420	4,811,930	5,154,453	6,320,663
Stormwater utility	80,972	114,344	85,522	181,792	100,658	69,205	67,303	77,604	127,863	525,536
Total business-type activities	<u>4,531,324</u>	<u>4,577,921</u>	<u>5,118,557</u>	<u>5,729,638</u>	<u>4,468,937</u>	<u>5,174,578</u>	<u>4,996,723</u>	<u>4,889,534</u>	<u>5,282,316</u>	<u>6,846,199</u>
Total primary government expenses	<u>\$ 12,067,126</u>	<u>\$ 12,963,356</u>	<u>\$ 13,094,072</u>	<u>\$ 14,227,751</u>	<u>\$ 14,338,850</u>	<u>\$ 16,078,263</u>	<u>\$ 17,035,196</u>	<u>\$ 17,431,307</u>	<u>\$ 17,868,814</u>	<u>\$ 16,411,489</u>
Program Revenues:										
Governmental activities:										
Charges for services:										
General government	\$ 52,928	\$ 64,151	\$ 335,664	\$ 241,624	\$ 676,382	\$ 307,184	\$ 327,257	\$ 135,049	\$ 121,997	\$ 178,852
Public safety	1,086,703	578,532	408,621	371,820	682,957	659,967	425,375	351,330	426,191	434,269
Building, planning and zoning	324,987	441,841	660,858	891,984	570,814	519,083	698,376	528,311	511,296	541,223
Parks and recreation	-	-	539,220	-	-	15,216	17,543	9,600	-	-
Operating grants and contributions	441,042	411,205	406,728	2,034	475,649	840,492	536,436	990,703	840,338	1,556,779
Capital grants and contributions	279,035	196,099	110,167	428,419	-	-	-	200,000	61,478	362,604
Total governmental activities program revenues	<u>2,184,695</u>	<u>1,691,828</u>	<u>2,461,258</u>	<u>1,935,881</u>	<u>2,405,802</u>	<u>2,341,942</u>	<u>2,004,987</u>	<u>2,214,993</u>	<u>1,961,300</u>	<u>3,073,727</u>
Business-type activities:										
Charges for services:										
Utility	4,484,681	4,708,014	5,030,856	5,002,504	5,608,193	6,196,972	5,923,470	5,891,918	6,439,021	6,930,585
Stormwater utility	115,320	121,605	110,868	112,927	116,178	116,575	116,111	114,606	115,218	115,301
Operating grants and contributions	-	-	-	-	-	125,620	-	-	-	-
Capital grants and contributions	122,542	-	-	599,232	-	12,195	6,360	120,000	340,895	150,000
Total business-type activities program revenues	<u>4,722,543</u>	<u>4,829,619</u>	<u>5,141,724</u>	<u>5,714,663</u>	<u>5,724,371</u>	<u>6,451,362</u>	<u>6,045,941</u>	<u>6,126,524</u>	<u>6,895,134</u>	<u>7,195,886</u>
Total primary government program revenues	<u>\$ 6,907,238</u>	<u>\$ 6,521,447</u>	<u>\$ 7,602,982</u>	<u>\$ 7,650,544</u>	<u>\$ 8,130,173</u>	<u>\$ 8,793,304</u>	<u>\$ 8,050,928</u>	<u>\$ 8,341,517</u>	<u>\$ 8,856,434</u>	<u>\$ 10,269,613</u>

NORTH BAY VILLAGE, FLORIDA
CHANGES IN NET POSITION
LAST TEN FISCAL YEARS
(ACCRUAL BASIS OF ACCOUNTING)
(CONTINUED)

	Fiscal Year									
	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Net Expense/Revenue:										
Governmental activities	\$ (6,693,607)	\$ (5,514,257)	\$ (6,562,232)	\$ (7,464,111)	\$ (8,561,743)	\$ (10,033,486)	\$ (10,326,780)	\$ (10,326,780)	\$ (10,625,198)	\$ (6,491,563)
Business-type activities	251,698	23,167	(14,975)	1,255,434	1,276,784	1,049,218	1,236,990	1,236,990	1,612,818	349,687
Total primary government, net expense	<u>(6,441,909)</u>	<u>(5,491,090)</u>	<u>(6,577,207)</u>	<u>(6,208,677)</u>	<u>(7,284,959)</u>	<u>(8,984,268)</u>	<u>(9,089,790)</u>	<u>(9,089,790)</u>	<u>(9,012,380)</u>	<u>(6,141,876)</u>
General Revenues and Other:										
Changes in net position:										
Governmental activities:										
Taxes:										
Ad valorem taxes	\$ 3,948,913	\$ 3,809,173	\$ 4,248,100	\$ 4,572,398	\$ 4,973,592	\$ 5,164,809	\$ 6,289,190	\$ 6,325,883	\$ 6,408,988	\$ 6,966,828
Franchise fees	397,329	392,198	441,194	435,354	434,029	444,495	443,794	465,277	447,585	459,673
Utility service taxes	474,206	508,687	550,901	559,998	586,646	604,737	616,445	626,557	620,874	632,833
Sales tax	464,315	504,473	538,419	574,061	603,513	630,296	705,644	712,273	612,775	743,227
Intergovernmental - unrestricted	599,389	597,263	575,123	584,677	581,142	587,791	631,448	532,515	449,033	490,017
Interest income	39,857	37,068	44,599	42,624	42,983	49,654	43,418	43,992	43,221	35,608
Loss on disposal of capital assets	-	-	-	-	-	-	-	-	(1,984)	(13,938)
Miscellaneous revenues	183,037	203,417	142,255	219,456	196,902	134,976	189,837	197,445	199,298	120,589
Transfers	-	-	-	-	782,000	816,303	771,044	937,092	1,149,504	-
Total governmental activities	<u>6,107,046</u>	<u>6,052,279</u>	<u>6,540,591</u>	<u>6,988,568</u>	<u>8,200,807</u>	<u>8,433,061</u>	<u>9,690,820</u>	<u>9,841,034</u>	<u>9,929,294</u>	<u>9,434,837</u>
Business-type activities:										
Interest income	924	14	13	339	49	100	180	244	716	1,296
Miscellaneous	-	-	-	-	-	-	-	-	-	8,352
Transfers	-	-	-	-	(782,000)	(816,303)	(771,044)	(937,092)	(1,149,504)	-
Total business-type activities	<u>924</u>	<u>14</u>	<u>13</u>	<u>339</u>	<u>(781,951)</u>	<u>(816,203)</u>	<u>(770,864)</u>	<u>(936,848)</u>	<u>(1,148,788)</u>	<u>9,648</u>
Total primary government	<u>\$ 6,107,970</u>	<u>\$ 6,052,293</u>	<u>\$ 6,540,604</u>	<u>\$ 6,988,907</u>	<u>\$ 7,418,856</u>	<u>\$ 7,616,858</u>	<u>\$ 8,919,956</u>	<u>\$ 8,904,186</u>	<u>\$ 8,780,506</u>	<u>\$ 9,444,485</u>
Change in Net Position:										
Governmental activities	\$ (586,561)	\$ 538,022	\$ (21,641)	\$ (475,543)	\$ (360,936)	\$ (1,600,425)	\$ (635,960)	\$ (485,746)	\$ (695,904)	\$ 2,943,274
Business-type activities	252,622	23,181	(14,962)	1,255,773	494,833	233,015	466,126	300,142	464,030	359,335
Total primary government	<u>\$ (333,939)</u>	<u>\$ 561,203</u>	<u>\$ (36,603)</u>	<u>\$ 780,230</u>	<u>\$ 133,897</u>	<u>\$ (1,367,410)</u>	<u>\$ (169,834)</u>	<u>\$ (185,604)</u>	<u>\$ (231,874)</u>	<u>\$ 3,302,609</u>

NORTH BAY VILLAGE, FLORIDA
FUND BALANCES OF GOVERNMENTAL FUNDS
LAST TEN FISCAL YEARS
(MODIFIED ACCRUAL BASIS OF ACCOUNTING)

	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
General Fund:										
Nonspendable	\$ -	\$ -	\$ 79,594	\$ 98,796	\$ 95,284	\$ 22,418	\$ 39,451	\$ 27,254	\$ 55,762	\$ 155,153
Restricted	-	-	70,455	-	-	-	-	-	226,000	-
Assigned	1,544,005	1,066,063	1,112,200	1,197,180	1,282,999	1,497,919	1,674,570	1,759,352	1,843,724	2,006,152
Unassigned	550,117	385,411	653,681	1,014,515	1,182,833	1,058,737	1,236,890	995,552	705,186	1,594,078
Total General Fund	<u>\$ 2,094,122</u>	<u>\$ 1,451,474</u>	<u>\$ 1,915,930</u>	<u>\$ 2,310,491</u>	<u>\$ 2,561,116</u>	<u>\$ 2,579,074</u>	<u>\$ 2,950,911</u>	<u>\$ 2,782,158</u>	<u>\$ 2,830,672</u>	<u>\$ 3,755,383</u>
All other governmental funds:										
Nonspendable	\$ -	\$ -	\$ 586	\$ -	\$ 1,171	\$ 1,028	\$ -	\$ -	\$ -	\$ 4,530
Restricted	2,811,299	2,159,112	2,850,373	2,546,023	2,900,551	2,592,079	2,083,138	2,021,981	3,724,691	3,682,178
Unassigned (deficit)	<u>(36,360)</u>	<u>(8,282)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(151,041)</u>	<u>(641,490)</u>	<u>52,106</u>
Total all other governmental funds	<u>\$ 2,774,939</u>	<u>\$ 2,150,830</u>	<u>\$ 2,850,959</u>	<u>\$ 2,546,023</u>	<u>\$ 2,901,722</u>	<u>\$ 2,593,107</u>	<u>\$ 2,083,138</u>	<u>\$ 1,870,940</u>	<u>\$ 3,083,201</u>	<u>\$ 3,738,814</u>

(1) Information for fiscal year 2010 has not been restated for Governmental Accounting Standards Board (GASB) Statement No. 54 classifications.

NORTH BAY VILLAGE, FLORIDA
CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS
LAST TEN FISCAL YEARS
(MODIFIED ACCRUAL BASIS OF ACCOUNTING)

	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Revenues:										
Taxes	\$ 4,643,163	\$ 4,579,336	\$ 5,076,403	\$ 5,430,674	\$ 5,873,265	\$ 6,097,616	\$ 7,277,979	\$ 7,362,598	\$ 7,340,505	\$ 8,000,637
Licenses and permits	324,987	441,841	731,398	947,087	651,276	627,290	791,439	528,311	511,296	541,223
Franchise fees	397,329	392,198	441,194	453,853	452,528	463,044	467,772	465,277	447,585	459,673
Intergovernmental	1,563,737	1,447,564	1,363,533	1,294,336	1,351,976	1,425,940	1,808,173	1,783,028	1,397,870	2,487,284
Charges for services	52,928	64,151	61,071	61,346	75,546	53,889	98,938	245,599	132,882	180,712
Fines and forfeitures	1,086,703	578,532	311,951	416,021	748,538	712,990	454,921	420,328	580,547	497,390
Impact fees	-	-	768,172	2,840	400,000	5,812	2,906	-	49,008	3,520
Interest income	39,857	37,068	44,599	42,624	42,983	49,654	43,418	43,992	43,221	35,613
Miscellaneous	183,037	203,417	203,528	275,668	228,497	212,770	285,817	233,497	250,407	300,182
Total revenues	<u>8,291,741</u>	<u>7,744,107</u>	<u>9,001,849</u>	<u>8,924,449</u>	<u>9,824,609</u>	<u>9,649,005</u>	<u>11,231,363</u>	<u>11,082,630</u>	<u>10,753,321</u>	<u>12,506,234</u>
Expenditures:										
Current:										
General government	1,655,882	2,039,426	1,632,209	1,602,527	2,292,938	2,752,828	2,987,966	3,536,655	3,161,202	2,452,678
Public safety	3,884,086	4,214,414	4,030,054	4,565,865	4,995,588	5,290,496	5,933,373	5,774,838	6,028,461	5,617,279
Public works	546,368	394,222	410,981	448,915	491,030	557,108	636,554	764,054	919,161	540,357
Building, planning and zoning	176,756	389,832	594,293	786,817	631,027	458,855	659,243	510,001	451,571	458,284
Recreation and human services	181,086	354,393	353,715	349,056	370,355	411,465	418,270	471,913	467,079	465,703
Capital outlay	1,443,455	948,290	154,637	424,357	566,499	637,165	3,131,581	577,807	350,990	660,559
Debt service:										
Principal	372,857	387,857	392,857	402,857	412,857	422,857	432,857	487,857	502,857	2,827,857
Interest expense	295,815	282,430	268,518	254,430	239,991	225,191	228,558	277,548	260,118	258,538
Cost of issuance	-	-	-	-	-	-	62,137	-	-	-
Total expenditures	<u>8,556,305</u>	<u>9,010,864</u>	<u>7,837,264</u>	<u>8,834,824</u>	<u>10,000,285</u>	<u>10,755,965</u>	<u>14,490,539</u>	<u>12,400,673</u>	<u>12,141,439</u>	<u>13,281,255</u>
Excess (deficiency of revenues over expenditures)	(264,564)	(1,266,757)	1,164,585	89,625	(175,676)	(1,106,960)	(3,259,176)	(1,318,043)	(1,388,118)	(775,021)
Other Financing Sources (Uses):										
Issuance of debt	-	-	-	-	-	-	2,350,000	-	1,500,000	2,350,000
Proceeds from sale of capital assets	-	-	-	-	-	-	-	-	-	5,345
Transfers in	69,320	345,011	239,195	75,186	860,582	922,069	3,257,064	1,301,012	1,801,708	1,291,666
Transfers out	(69,320)	(345,011)	(239,195)	(75,186)	(78,582)	(105,766)	(2,486,020)	(363,920)	(652,204)	(1,291,666)
Total other financing sources (uses)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>782,000</u>	<u>816,303</u>	<u>3,121,044</u>	<u>937,092</u>	<u>2,649,504</u>	<u>2,355,345</u>
Net change in fund balances	<u>\$ (264,564)</u>	<u>\$ (1,266,757)</u>	<u>\$ 1,164,585</u>	<u>\$ 89,625</u>	<u>\$ 606,324</u>	<u>\$ (290,657)</u>	<u>\$ (138,132)</u>	<u>\$ (380,951)</u>	<u>\$ 1,261,386</u>	<u>\$ 1,580,324</u>
Debt service as a percentage of noncapital expenditures	9.40%	8.31%	8.61%	7.82%	6.92%	6.40%	6.37%	6.47%	6.47%	24.46%

NORTH BAY VILLAGE, FLORIDA
GOVERNMENTAL ACTIVITIES TAX REVENUES BY SOURCE
LAST TEN FISCAL YEARS
(ACCRUAL BASIS OF ACCOUNTING)

<u>Fiscal Year</u>	<u>Tax Roll Year</u>	<u>Ad Valorem Taxes</u>	<u>Utility Taxes</u>	<u>Franchise Fees</u>	<u>Sales Tax</u>	<u>Total</u>
2012	2011	3,948,913	474,206	397,329	464,315	5,284,763
2013	2012	3,809,173	508,687	392,198	504,473	5,214,531
2014	2013	4,248,100	550,901	441,194	538,419	5,778,614
2015	2014	4,572,398	559,998	435,354	574,061	6,141,811
2016	2015	4,973,592	586,646	434,029	603,513	6,597,780
2017	2016	5,164,809	604,737	444,495	630,296	6,844,337
2018	2017	6,289,190	616,445	443,794	705,644	8,055,073
2019	2018	6,325,883	626,557	465,277	712,273	8,129,990
2020	2019	6,408,988	620,874	447,585	612,775	8,090,222
2021	2020	6,966,828	632,833	459,673	743,227	8,802,561

NORTH BAY VILLAGE, FLORIDA
GENERAL GOVERNMENTAL TAX REVENUES BY SOURCE
LAST TEN FISCAL YEARS
(MODIFIED ACCRUAL BASIS OF ACCOUNTING)

<u>Fiscal Year</u>	<u>Taxes</u>	<u>Inter-Governmental</u>	<u>Licenses and Permits</u>	<u>Charges for Services</u>	<u>Fines and Forfeitures</u>	<u>Interest Income</u>	<u>Other</u>	<u>Total</u>
2012	5,040,492	1,563,737	324,987	52,928	1,086,703	39,857	183,037	8,291,741
2013	4,971,534	1,447,564	441,841	64,151	578,532	37,068	203,417	7,744,107
2014	5,517,597	1,363,533	731,398	61,071	311,951	44,599	971,700	9,001,849
2015	5,884,527	1,294,336	947,087	61,346	416,021	42,624	278,508	8,924,449
2016	6,325,793	1,351,976	651,276	75,546	748,538	42,983	628,497	9,824,609
2017	6,560,660	1,425,940	627,290	53,889	712,990	49,654	218,582	9,649,005
2018	7,745,751	1,808,173	791,439	98,938	454,921	43,418	288,723	11,231,363
2019	7,827,875	1,783,028	528,311	245,599	420,328	43,992	233,497	11,082,630
2020	7,788,090	1,397,870	511,296	132,882	580,547	43,221	299,415	10,753,321
2021	8,460,310	2,487,284	541,223	180,712	497,390	35,613	303,702	12,506,234

NORTH BAY VILLAGE, FLORIDA
ASSESSED VALUE AND ESTIMATED ACTUAL ASSESSED VALUE OF TAXABLE PROPERTY
LAST TEN FISCAL YEARS

Fiscal Year	Tax Roll Year	Real Property		Personal Property	Less: Exemptions		Total Taxable Assessed Value	Total Direct Tax Rate	Estimated Actual Taxable Value (1)	Assessed Value as a Percentage of Actual Taxable Value
		Residential	Commercial		Real Property	Personal Property				
2012	2011	\$ 534,874,316	\$ 178,761,231	\$ 18,291,667	\$ 61,009,404	\$ 1,282,440	\$ 669,635,370	5.2780	\$ 629,836,974	106%
2013	2012	531,354,039	178,964,256	20,766,472	62,828,916	1,278,892	666,976,959	6.0127	623,053,803	107%
2014	2013	616,068,498	178,700,999	23,938,803	60,363,438	1,712,888	756,631,974	6.0127	669,219,086	113%
2015	2014	814,566,988	157,397,809	21,208,043	62,255,297	1,671,676	929,245,867	6.5145	739,570,304	126%
2016	2015	930,205,959	192,477,866	19,580,751	64,261,256	1,607,228	1,076,396,092	6.3313	824,875,351	130%
2017	2016	995,149,725	255,499,553	21,890,635	65,952,699	1,993,470	1,204,593,744	6.2088	954,741,137	126%
2018	2017	1,014,194,745	263,797,913	26,242,586	65,844,140	2,027,574	1,236,363,530	5.5540	1,033,018,017	120%
2019	2018	1,123,025,763	172,012,042	31,777,515	233,261,976	2,347,055	1,091,206,289	6.2698	1,079,858,914	101%
2020	2019	1,086,452,791	169,512,775	32,480,706	204,124,571	2,312,252	1,082,009,449	6.1463	1,090,094,727	99%
2021	2020	942,346,155	359,351,866	31,296,255	213,718,312	1,563,788	1,117,712,176	6.6618	1,119,778,896	100%

Note: (1) Florida Law requires that all property be assessed at current fair market value.

NORTH BAY VILLAGE, FLORIDA
PROPERTY TAX RATES
DIRECT AND OVERLAPPING GOVERNMENTS
(PER \$ 1,000 OF TAXABLE VALUE)
LAST TEN FISCAL YEARS

Fiscal Year	Tax Roll Year	Overlapping Rates										
		North Bay Village			School District			State				
		Operating Millage	Debt Service Millage	Total City Millage	Operating Millage	Debt Service Millage	Total School Millage	South Florida Water Management District	Everglades Project	Okeechobee Basin	Florida Inland Navigational District	Total State Millage
2012	2011	4.7772	1.2355	6.0127	7.7650	0.2400	8.0050	0.3739	0.0624	-	0.0345	0.4708
2013	2012	4.7772	1.2355	6.0127	7.7650	0.2330	7.9980	0.3676	0.0613	-	0.0345	0.4634
2014	2013	5.4740	1.0405	6.5145	7.6440	0.3330	7.9770	0.3523	0.0587	-	0.0345	0.4455
2015	2014	5.4740	0.8573	6.3313	7.7750	0.1990	7.9740	0.1577	0.0548	0.17	0.0345	0.4187
2016	2015	5.3834	0.8254	6.2088	7.4130	0.1990	7.6120	0.1459	0.0506	0.1586	0.0320	0.3871
2017	2016	4.8432	0.7108	5.5540	7.1380	0.1840	7.3220	0.1359	0.0471	0.1477	0.0320	0.3627
2018	2017	5.6500	0.6198	6.2698	6.7740	0.2200	6.9940	0.1275	0.0441	0.1384	0.0320	0.3420
2019	2018	5.5200	0.6263	6.1463	6.5040	0.2290	6.7330	0.1209	0.0417	0.1310	0.0320	0.3256
2020	2019	5.4992	0.6187	6.1179	7.0250	0.1230	7.1480	0.1152	0.0397	0.1246	0.0320	0.3115
2021	2020	5.8500	0.8118	6.6618	6.9360	0.1930	7.1290	0.1103	0.0380	0.1192	0.0320	0.2995

Source: Miami-Dade County Appraiser's Office

Overlapping Rates								
Miami-Dade County			Special Districts				Total District's Millage	Total Direct and Overlapping Rates
Operating Millage	Debt Service Millage	Total County Millage	Children's Trust	Fire and Rescue	Fire Debt	Library		
4.8050	0.2850	5.0900	0.5000	2.4496	0.0131	0.1795	3.1422	22.7207
4.7035	0.2850	4.9885	0.5000	2.4496	0.0131	0.1725	3.1352	22.5978
4.7035	0.4220	5.1255	0.5000	2.4496	0.0127	0.1725	3.1348	23.1973
4.6669	0.4500	5.1169	0.5000	2.4207	0.0114	0.2840	3.2161	23.0570
4.6669	0.4500	5.1169	0.5000	2.4207	0.0086	0.2840	3.2133	22.5381
4.6669	0.4000	5.0669	0.5000	2.4207	0.0075	0.2840	3.2122	21.5178
4.6669	0.4000	5.0669	0.4673	2.4207	0.0075	0.2840	3.1795	21.8522
4.6669	0.4644	5.1313	0.4415	2.4207	0.0075	0.2840	3.1537	21.4899
4.6669	0.4780	5.1449	0.4680	2.4207	0.0075	0.2840	3.1802	21.9025
4.6669	0.4780	5.1449	0.4507	2.4207	0.0075	0.2840	3.1629	22.3981

NORTH BAY VILLAGE, FLORIDA
PRINCIPAL PROPERTY TAXPAYERS
CURRENT YEAR AND NINE YEARS AGO

Taxpayer	Type of Use	Fiscal Year							
		2021				2012			
		Taxable Assessed Value	Rank	Percentage Total Taxable Assessed Value	Rank	Taxable Assessed Value	Rank	Percentage Total Taxable Assessed Value	
CLPF NBV LP	Rental Apartments	\$ 65,480,000	1	9.78%					
AG ICC MC Treasures Point LLC	Condominiums	24,500,000	2	3.66%					
Sunbeam Television Corp	Utilities	18,100,212	3	2.70%					
Treasurers on the Bay Master	Rental Apartments	17,520,000	4	2.62%					
Sunbeam Properties Inc.	Commercial	10,500,000	5	1.57%					
BMS North Bay Village LLC	Warehouse	8,331,204	6	1.24%					
Causeway Tower LLC	Office Building	9,000,000	7	1.34%					
Florida Real Estate Company LLC	Vacant Commercial	7,216,710	8	1.08%					
The Inn on the Bay LTD	Hotel	6,200,000	9	0.93%	7,433,825	8	1.11%		
Isle of Dreams LLC	Utilities	-		0.00%	11,027,010	4	1.65%		
Coastal Condos LLC	Condominiums	10,774,171	10	1.61%	14,582,780	5	2.18%		
KMC EC II LLC	Apartments and Condo	-	-	-	61,046,713	1	9.12%		
Lexi Development	Condominium	-	-	-	32,420,173	2	4.84%		
Casa Marina Development	Vacant Commercial	-	-	-	17,680,000	3	2.64%		
360 Developers LLC	Condominium	-	-	-	10,880,188	6	1.62%		
Ness Raquet Club LLC	Vacant Commercial	-	-	-	10,080,000	7	1.51%		
Pennsylvania Invest Prop LP	Commercial	-	-	-	5,972,500	10	0.89%		
Royal Isle Apartment	Rental Apartments	-	-	-	6,810,018	9	1.02%		
Totals		<u>\$ 177,622,297</u>		<u>26.53%</u>	<u>\$ 177,933,207</u>		<u>26.57%</u>		

Source: Miami-Dade County - Office of the Property Appraiser.

NORTH BAY VILLAGE, FLORIDA
PROPERTY TAX LEVIES AND COLLECTIONS
LAST TEN FISCAL YEARS

Fiscal Year	Tax Roll Year	Property Tax Levy	Current Tax Collection (1)	Percentage of Current Tax Collections to Net Tax Levy	Delinquent Tax Collection	Total Tax Collection	Percentage of Total Tax Collection to Property Tax Levy
2012	2011	4,026,317	3,139,931	77.99%	*	3,139,931	77.99%
2013	2012	4,010,332	3,062,516	76.37%	*	3,062,516	76.37%
2014	2013	4,358,650	3,579,598	82.13%	*	3,579,598	82.13%
2015	2014	4,094,246	3,974,467	97.07%	*	3,974,467	97.07%
2016	2015	4,476,256	4,320,744	96.53%	*	4,320,744	96.53%
2017	2016	4,624,002	4,516,750	97.68%	*	4,516,750	97.68%
2018	2017	5,836,552	5,667,670	97.11%	*	5,667,670	97.11%
2019	2018	5,843,840	5,682,945	97.25%	*	5,682,945	97.25%
2020	2019	5,942,371	5,757,425	96.89%	*	5,757,425	96.89%
2021	2020	6,288,196	6,232,033	99.11%	*	6,232,033	99.11%

Source: Miami-Dade County, Florida, Tax Collector.

Notes: (1) Includes discounts taken by property taxpayers.

* Information is not available

NORTH BAY VILLAGE, FLORIDA
RATIOS OF OUTSTANDING DEBT BY TYPE
LAST TEN FISCAL YEARS

Fiscal Year	Governmental Activities			Business-Type Activities		Total Primary Government	Percentage of Personal Income (1)	Per Capita (1)
	General Obligation Bonds	Loan Payable	Capital Leases	State Revolving Loans	Capital Leases and Loan Payable			
2012	7,932,143	-	-	1,687,531	-	9,619,674	3.24%	1,279
2013	7,544,286	-	-	1,485,671	-	9,029,957	2.95%	1,178
2014	7,151,429	-	-	1,589,861	-	8,741,290	2.66%	1,113
2015	6,748,572	-	-	1,429,373	-	8,177,945	2.31%	1,000
2016	6,335,715	-	-	1,257,358	-	7,593,073	1.87%	848
2017	5,912,857	-	-	1,717,110	-	7,629,967	1.85%	850
2018	5,480,001	2,350,000	-	5,004,174	-	12,834,175	2.69%	1,429
2019	5,032,144	2,310,000	-	6,623,865	-	13,966,009	2.80%	1,539
2020	4,569,287	3,770,000	-	10,263,267	-	18,602,554	3.73%	2,052
2021	4,101,430	3,760,000	-	10,095,098	-	17,956,528	3.60%	1,981

Notes: Details regarding the City's outstanding debt can be found in the notes to the financial statements.

(1) See the Schedule of Demographic and Economic Statistics for personal income and population data.

NORTH BAY VILLAGE, FLORIDA
RATIOS OF GENERAL BONDED DEBT OUTSTANDING
LAST TEN FISCAL YEARS

Fiscal Year	Gross Bonded Debt	Less: Amounts Available in Debt Service Funds	Net Bonded Debt	Estimated Actual Taxable Value	Ratio of Net Bonded Debt to Assessed Value	Net Bonded Debt Per Capita (1)
2012	7,932,143	-	7,932,143	629,836,974	1.26%	1,054.25
2013	7,544,286	-	7,544,286	623,053,803	1.21%	983.99
2014	7,151,429	52,229	7,099,200	669,219,086	1.06%	904.24
2015	6,748,572	59,356	6,689,216	739,570,304	0.90%	817.95
2016	6,335,715	-	6,335,715	824,875,351	0.77%	707.98
2017	5,912,857	-	5,912,857	954,741,137	0.62%	658.96
2018	5,480,001	-	5,480,001	1,033,018,017	0.53%	610.18
2019	5,032,144	-	5,032,144	1,079,858,914	0.47%	554.57
2020	4,569,287	-	4,569,287	1,090,094,727	0.42%	504.11
2021	4,101,430	-	4,569,287	1,119,778,896	0.41%	556.48

Notes: Details regarding the City's outstanding debt can be found in the notes to the financial statements.

(1) See the Schedule of Demographic and Economic Statistics for population data.

NORTH BAY VILLAGE, FLORIDA
DIRECT AND OVERLAPPING GOVERNMENTAL ACTIVITY DEBT
SEPTEMBER 30, 2021

Jurisdiction	Debt Outstanding	Estimated Percentage Applicable to North Bay Village (1)	Estimated Share of Overlapping Debt
Overlapping debt:			
Miami-Dade Board of County Commissioners (2)	\$ 5,106,663,000	0.033%	\$ 1,684,467
Miami-Dade County School Board (3)	<u>3,087,203,000</u>	0.033%	<u>1,018,334</u>
Subtotal overlapping debt	<u>8,193,866,000</u>		<u>2,702,801</u>
Direct debt:			
North Bay Village	<u>7,861,430</u>	100.000%	<u>7,861,430</u>
Subtotal direct debt	<u>7,861,430</u>		<u>7,861,430</u>
Total direct and overlapping debt	<u><u>\$ 8,201,727,430</u></u>		<u><u>\$ 10,564,231</u></u>

Notes: (1) The percentage of the overlap is calculated as follows:

$$\frac{\text{Overlapping portion of the government's revenue base (North Bay Village)}}{\text{Total revenue base of the overlapping government (Miami-Dade County)}}$$

Assessed value of taxable property is the base used in the above calculation.

(2) Source: Miami-Dade County 2020 Comprehensive Annual Financial Report.

(3) Source: The School Board of Miami-Dade County, Florida 2021 Comprehensive Annual Financial Report.

NORTH BAY VILLAGE, FLORIDA
LEGAL DEBT MARGIN INFORMATION
LAST TEN FISCAL YEARS

	Fiscal Year									
	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Debt limit	\$ 1,803,889	\$ 1,585,830	\$ 1,751,798	\$ 1,813,321	\$ 2,090,147	\$ 2,366,719	\$ 3,039,721	\$ 2,519,222	\$ 2,217,491	\$ 2,397,791
Total net debt applicable to limit	-	-	-	-	-	-	2,350,000	\$ 2,310,000	\$ 799,287	\$ 341,430
Legal debt margin	\$ 1,803,889	\$ 1,585,830	\$ 1,751,798	\$ 1,813,321	\$ 2,090,147	\$ 2,366,719	\$ 689,721	\$ 209,222	\$ 1,418,204	\$ 2,056,361
Total net debt applicable to the limit as a percentage of debt limit	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	77.31%	91.70%	63.96%	85.76%

Legal Debt Margin Calculation for Fiscal Year 2021

Current annual governmental funds fiscal budget	\$ 11,988,656
Bonded debt limit - 20% of above	\$ 2,397,731
Amount of debt applicable to debt limit:	
Total bonded debt:	\$ 4,101,430
Less revenue bonds	<u>\$ 3,760,000</u>
Total net debt applicable to limit	<u>\$ 341,430</u>
Legal Debt Margin (1)	<u><u>\$ 2,056,301</u></u>

(1) General obligation bonds are not subject to the debt limit because they must be approved by referendum of the electorate.

NORTH BAY VILLAGE, FLORIDA
PLEGDED REVENUE COVERAGE
LAST TEN FISCAL YEARS

Fiscal Year	State Revolving Fund Loans			Principal	Interest	Coverage
	Gross Revenue	Operating Expenses *	Net Available Revenue			
2012	4,554,304	3,931,927	622,377	187,445	40,578	2.73
2013	4,708,028	3,991,640	716,388	201,860	37,133	3.00
2014	5,030,869	4,631,949	398,907	168,850	32,807	1.98
2015	5,008,300	5,158,918	(150,618)	160,488	40,342	(0.75)
2016	5,608,242	4,746,754	861,488	172,015	28,783	4.29
2017	6,334,887	4,701,409	1,633,478	128,781	28,158	-
2018	5,930,010	4,539,722	1,390,288	257,449	23,691	4.95
2019	5,884,268	4,101,102	1,783,166	315,067	55,615	4.81
2020	6,439,021	4,706,615	1,732,406	203,721	23,151	7.64
2021	6,930,585	5,494,528	1,436,057	230,102	76,275	4.69

* Total expenses exclude depreciation

NORTH BAY VILLAGE, FLORIDA
DEMOGRAPHIC AND ECONOMIC STATISTICS
LAST TEN FISCAL YEARS

Fiscal Year	Population (1)	Personal Income (Amounts Expressed in Thousands)	Per Capita Personal Income (2)	Unemployment Rate (3)
2012	7,524	296,950	39,467	6.8%
2013	7,667	305,760	39,880	6.3%
2014	7,851	328,823	41,883	5.0%
2015	8,178	353,927	43,278	6.0%
2016	8,949	406,643	45,440	5.6%
2017	8,973	413,189	46,048	4.7%
2018	8,981	477,322	53,148	3.6%
2019	9,074	498,181	54,902	2.5%
2020	9,064	518,579	57,213	13.0%
2021	8,071	*	*	4.5%

Data sources: Years are as of April 1 of each year per the University of Florida Bureau of Economics & Business Research.

Represents income per capita for Miami-Dade County as provided by the U.S. Department of Commerce, Bureau of Economic Analysis.

Florida Department of Labor, Bureau of Labor Market Information.

* Information not available.

NORTH BAY VILLAGE, FLORIDA
OCCUPATIONAL EMPLOYMENT BY GROUP - MIAMI DADE COUNTY, FLORIDA
CURRENT YEAR AND NINE YEARS AGO

Occupational Groups	Fiscal Year					
	2021			2012 ⁽¹⁾		
	Employees	Rank	Percentage of Total Employment	Employees	Rank	Percentage of Total Employment
Office and Administrative Support	389,270	1	15.52%			
Sales and Related Occupations	293,800	2	11.72%			
Transportation and Material Moving	221,110	3	8.82%			
Food Preparation and Serving Occupations	217,570	4	8.68%			
Healthcare Practitioner and Technical Occ.	162,320	5	6.47%			
Business and financial operations	161,760	6	6.45%			
Management Occupations	149,400	7	5.96%			
Educational Instruction and Library Occ.	118,610	8	4.73%			
Installation, Maintenance, and Repair	104,890	9	4.18%			
Construction and Extraction	103,950	10	4.14%			
Building and Grounds Cleaning and Maint	85,570	11	3.41%			
Protective Service Occupations	84,680	12	3.38%			
Healthcare support	80,590	13	3.21%			
Production	75,870	14	3.03%			
Computer and mathematical science	58,580	15	2.34%			
Personal care and service	53,200	16	2.12%			
Legal Occupations	36,450	17	1.45%			
Community and social services	34,300	18	1.37%			
Arts, design, entertainment,	31,920	19	1.27%			
Architecture and engineering	26,100	20	1.04%			
Life, physical and social sciences	13,720	21	0.55%			
Farming, fishing and forestry	4,230	22	0.17%			
Total	2,507,890		100.00%	-		

Source: Represents Metropolitan and Nonmetropolitan Area Occupational Employment for the entire Miami-Miami Beach-Kendall, Florida Metropolitan Division as provided by the U.S. Department of Labor, Bureau of Labor Statistics as of May 2020. Estimates do not include self-employed workers.

(1) In 2020, the Bureau of Labor Statistics changed the manner in which they measured both the areas and occupational groupings. The Miami-Miami Beach-Kendall area has been replaced with Miami-Fort Lauderdale-West Palm Beach. Because of these changes, comparisons would be misleading.

*The May 2021 Occupational Employment and Wage Statistics will be released on March 31, 2022.

<https://www.bls.gov/oes/>

NORTH BAY VILLAGE, FLORIDA
FULL-TIME EQUIVALENT VILLAGE GOVERNMENT EMPLOYEES BY FUNCTION
LAST TEN FISCAL YEARS

	Fiscal Year									
	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Function:										
General government and public safety:										
Sworn officers	24.5	24.5	24.0	26.0	29.0	29.0	29.0	29.0	29.5	27.0
Civilians	7.0	7.0	8.0	8.0	9.5	9.5	9.0	9.0	8.5	8.5
Administration	15.0	16.0	16.5	17.0	17.0	17.0	17.5	17.5	18.5	18.0
Culture and recreation	4.5	4.5	4.5	4.5	4.0	4.0	4.0	4.5	4.5	4.5
Public works:										
Administration	-	-	-	-	-	-	2.00	3.5	3.5	3.5
Sanitation	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0
Water	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Sewer	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Streets	2.5	2.5	3.0	3.0	3.0	3.0	2.0	2.0	2.0	3.0
Transit	1.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	1.0	-
Total	61.5	63.5	65.0	67.5	71.5	71.5	72.5	74.5	74.5	71.5

Source: Various City departments.

NORTH BAY VILLAGE, FLORIDA
OPERATING INDICATORS BY FUNCTION
LAST TEN FISCAL YEARS

	Fiscal Year									
	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Function:										
General government:										
Building permits issued	507	645	686	740	727	728	807	886	541	725
Public safety:										
Number of calls for service **	33,400	34,506	30,977	27,515	33,036	39,499	26,512	25,340	45,767	44,351
Number of arrests	167	112	78	141	392	379	400	319	523	77
Number of traffic violations	1,953	1,497	1,630	1,041	2,918	3,254	3,591	2,888	2,240	4,455
Number of parking violations	1,188	1,598	1,301	1,230	2,650	2,476	3,064	2,682	1,676	1,671
Number of school crossing guards	N/A	4	4	4	4	4	4	3	3	3
Public works:										
Garbage tons collected and disposed*	4,729	4,637	4,578	4,800	4,794	4,641	4,983	5,083	4,894	5,199
Catch basins cleaned	-	53.00	28.00	12	19	6	6	6	6	46
Water average daily consumption (gallons)	1,069,939	1,137,815	1,092,706	1,176,752	1,148,480	1,192,408	1,148,793	1,129,240	1,159,089	1,148,967
Sewer average daily flow	968,157	1,118,656	1,145,298	1,186,282	1,283,631	1,120,561	966,919	881,717	863,010	968,243
Number of metered accounts	613	613	615	617	617	617	614	614	614	614
Fire hydrants	57	57	57	57	57	57	57	57	57	57

Source: Various City departments.

* Includes white goods

** Police department implemented a new comprehensive reporting system in 2010/2011

1 Information Not available at time of publication

N/A: Information not available.

NORTH BAY VILLAGE, FLORIDA
CAPITAL ASSET STATISTICS BY FUNCTION
LAST TEN FISCAL YEARS

	Fiscal Year									
	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Function:										
Public safety:										
Number of police stations	-	-	-	-	-	-	-	-	-	-
Number of fire stations	-	-	-	-	-	-	-	-	-	-
Number of general government buildings	1	1	1	1	1	1	1	2	2	2
Public works:										
Miles of water mains	8	8	8	8	8	8	8	8	8	8
Miles of sewer lines	5.7	5.7	5.7	5.7	5.7	5.7	5.7	5.7	5.7	5.7
Miles of storm water drains	2.84	2.84	2.84	2.84	2.84	2.84	2.84	2.84	2.84	2.84
Number of lift stations	4	4	4	4	4	4	4	4	4	4
Number of fire hydrants	62	62	62	62	62	62	62	62	62	62
Number of public works buildings	1	1	1	1	1	1	1	1	1	1
Recreation and parks:										
Number of parks and recreation facilities	1	2	2	2	2	2	2	2	3	3
Acres of park	0.5	0.5	1.0	1.0	1.0	1.0	1.0	1.0	1.2	1.2
Acres of water	281	281	281	281	281	281	281	281	281	281

Source: Various City Departments

COMPLIANCE SECTION



**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING
AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL
STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

Honorable Mayor and Members of the Village Commission
North Bay Village, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of North Bay Village, Florida (the "Village"), as of and for the fiscal year ended September 30, 2021, and the related notes to the financial statements, which collectively comprise the Village's basic financial statements, and have issued our report thereon dated March 31, 2022.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Village's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Village's internal control. Accordingly, we do not express an opinion on the effectiveness of the Village's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Village's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Village's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Village's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Village's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Caballero Fierman Llerena & Garcia, LLP

Caballero Fierman Llerena & Garcia, LLP
Miami, Florida
March 31, 2022

NORTH BAY VILLAGE, FLORIDA
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2021

PRIOR YEAR FINDINGS AND STATUS

FINANCIAL STATEMENTS

The following addresses the status of financial statement findings reported in the fiscal year ended September 30, 2020 schedule of findings and questioned costs:

Matters that are repeated for the fiscal year ended September 30, 2021:

- None

Matters that are not repeated for the fiscal year ended September 30, 2021:

- 2019-01 Internal Control over Financial Reporting
- 2019-02 Capital Assets
- 2019-04 Journal Entry Preparation and Review
- 2020-01 The Children's Trust Contracts Reimbursement Requests
- 2020-02 CITT



MANAGEMENT LETTER IN ACCORDANCE WITH THE RULES OF THE AUDITOR GENERAL OF THE STATE OF FLORIDA

Honorable Mayor and Members of the Village Commission
North Bay Village, Florida

Report on the Financial Statements

We have audited the basic financial statements of North Bay Village, Florida (the "Village"), as of and for the fiscal year ended September 30, 2021, and have issued our report thereon dated March 31, 2022.

Auditors' Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Other Reporting Requirements

We have issued our Independent Auditors' Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards* and Independent Accountants' Report on an examination conducted in accordance with *AICPA Professional Standards*, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports and schedule, which are dated March 31, 2022, should be considered in conjunction with this management letter.

Prior Audit Findings

Section 10.554(1)(i)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding financial audit report. Corrective actions have been taken to address findings and recommendations made in the preceding financial audit report as described in the Summary Schedule of Prior Audit Findings.

Official Title and Legal Authority

Section 10.554(1)(i)4., Rules of the Auditor General, requires that the name or official title and legal authority for the primary government and each component unit of the reporting entity be disclosed in this management letter, unless disclosed in the notes to the financial statements. This information is disclosed in Note 1 to the notes financial statements.

Financial Condition and Management

Sections 10.554(1)(i)5.a. and 10.556(7), Rules of the Auditor General, require us to apply appropriate procedures and communicate the results of our determination as to whether or not the Village has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and to identify the specific condition(s) met. In connection with our audit, we determined that the Village did not meet any of the conditions described in Section 218.503(1), Florida Statutes.

Pursuant to Sections 10.554(1)(i)5.b. and 10.556(8), Rules of the Auditor General, we applied financial condition assessment procedures for the Village. It is management's responsibility to monitor the Village's financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provided by same. This assessment has been performed as of the fiscal year end.

Financial Condition and Management (Continued)

Section 10.554(1)(i)2., Rules of the Auditor General, requires that we communicate any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

Additional Matters

Section 10.554(1)(i)3., Rules of the Auditor General, requires us to communicate noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but warrants the attention of those charged with governance. In connection with our audit, we did not note any such findings.

Purpose of this Letter

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, Village Commission and applicable management, and is not intended to be and should not be and should not be used by anyone other than these specified parties.

Caballero Fierman Llerena & Garcia, LLP

Caballero Fierman Llerena & Garcia, LLP
Miami, Florida
March 31, 2022



CABALLERO FIERMAN
LLERENA + GARCIA LLP
accountants | advisors

**INDEPENDENT ACCOUNTANTS' REPORT ON COMPLIANCE PURSUANT TO
SECTION 218.415 FLORIDA STATUTES**

To the Honorable Mayor, Village Commission, and Village Manager
North Bay Village, Florida

We have examined North Bay Village, Florida's (the "Village") compliance with the requirements of Section 218.415 Florida Statutes during the period of October 1, 2020 to September 30, 2021. Management of the Village is responsible for the Village's compliance with the specified requirements. Our responsibility is to express an opinion on the Village's compliance with the specified requirements based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the Village complied, in all material respects, with the specified requirements referenced above. An examination involves performing procedures to obtain evidence about whether Village complied with the specified requirements. The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of the risks of material noncompliance, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion.

Our examination does not provide a legal determination on the Village's compliance with specified requirements. In our opinion, the Village complied, in all material respects, with the requirements of Section 218.415 Florida Statutes during the period of October 1, 2020 to September 30, 2021.

This report is intended solely for the information and use of management, the Mayor, the Village Commission, others within the Village and the Auditor General of the State of Florida and is not intended to be and should not be used by anyone other than these specified parties.

Caballero Fierman Llerena & Garcia, LLP

Caballero Fierman Llerena & Garcia, LLP
Miami, Florida
March 31, 2022

IMPACT FEE AFFIDAVIT

BEFORE ME, the undersigned authority, personally appeared (Angela Atkinson, Chief Financial Officer), who being duly sworn, deposes and says on oath that:

1. I am the Chief Financial Officer¹ of (North Bay Village) which is a local governmental entity of the State of Florida.
2. The governing body of (North Bay Village) adopted (Ordinance No. 2006-11 and 2015-008) implementing an impact fee or authorized North Bay Village to receive and expend proceeds of an impact fee implemented by North Bay Village.
3. (North Bay Village) has complied and, as of the date of this Affidavit, remains in compliance with Section 163.31801, Florida Statutes.

FURTHER AFFIANT SAYETH NAUGHT.

Angela Atkinson
Angela Atkinson, Chief Financial Officer

STATE OF FLORIDA
COUNTY OF (Miami-Dade)

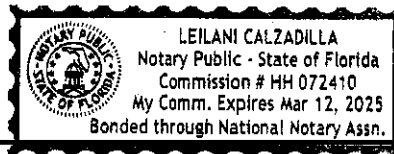
SWORN TO AND SUBSCRIBED before me this 25 day of March,
2021-2022

Leilani Calzadilla
NOTARY PUBLIC
Print Name Leilani Calzadilla

Personally known or produced identification _____

Type of identification produced: _____

My Commission Expires: _____



¹ Pursuant to Section 163.31801(8), Florida Statutes, if there is no chief financial officer, the executive officer must sign the affidavit.



March 31, 2022

Honorable Mayor and Members of the Village Commission
1666 John F Kennedy Causeway
North Bay Village, Florida 33141

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of North Bay Village, Florida (the "Village") for the fiscal year ended September 30, 2021. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated October 11, 2021. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Matters

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Village are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2021. We noted no transactions entered into by the Village during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate affecting the Village's financial statements was:

Management's estimate of collectability of accounts receivable and postretirement obligations. We evaluated the key factors and assumptions used to develop the allowance in determining that it is reasonable in relation to the financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the financial statements were:

The disclosure of the deposits and investments in Note 3 to the financial statements.

The disclosure of commitments and contingencies in Note 11 to the financial statements.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditors' report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated March 31, 2022.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Village's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Village's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to Management's Discussion and Analysis, the Budgetary Comparison Schedules and the GASB – required supplementary information (RSI) for pensions and OPEB, which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on Combining Non-major Fund Financial Statements, which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

We were not engaged to report on Introductory Section and the Statistical Section, which accompany the financial statements but are not RSI. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

Restriction on Use

This information is intended solely for the use of the Village Commission and management of the Village and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

Caballero Fierman Llerena & Garcia, LLP

NORTH BAY VILLAGE, FLORIDA

Financial and Compliance Reports for The Children's Trust Contracts
For The Fiscal Year Ended September 30, 2021

NORTH BAY VILLAGE, FLORIDA
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SEPTEMBER 30, 2021

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CABALLERO FIERMAN
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INDEPENDENT AUDITORS' REPORT ON THE SCHEDULE OF EXPENDITURES OF THE CHILDREN'S TRUST CONTRACTS

Honorable Mayor, Members of the Village Commission, and Village Manager
North Bay Village, Florida

Report on the Schedule of Expenditures of The Children's Trust Contracts

We have audited the accompanying Schedule of Expenditures (the "Schedule") of The Children's Trust Contracts (2114-7210 and 2214-7210) of North Bay Village, Florida (the "Village") for the fiscal year ended September 30, 2021, and the related notes to the Schedule.

Management's Responsibility

Management is responsible for the preparation and fair presentation of the Schedule in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the Schedule that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on the Schedule based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and The Children's Trust contracts. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the Schedule is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the Schedule. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the Schedule, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Village's preparation and fair presentation of the Schedule in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Village's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the Schedule.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the Schedule referred to above presents fairly, in all material respects, expenditures of The Children's Trust Contracts (2114-7210 and 2214-7210) of the Village for the fiscal year ended September 30, 2021, in accordance with accounting principles generally accepted in the United States of America.

Caballero Fierman Llerena & Garcia, LLP

Caballero Fierman Llerena & Garcia LLP
Miami, Florida
March 31, 2022

NORTH BAY VILLAGE, FLORIDA
SCHEDULE OF EXPENDITURES
OF THE CHILDREN'S TRUST CONTRACTS
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2021

Contract Name	Contract Term	Contract Number	Contract Amount (1)	Total Contract Expenditures (2)	Fiscal Year Expenditures (3)
After-School Programs and Summer Camps	August 1, 2020 to July 31, 2021	2114-7210	\$ 169,252	\$ 128,894	\$ 113,980
After-School Programs and Summer Camps	August 1, 2021 to July 31, 2022	2214-7210	\$ 169,252	\$ 20,637	\$ 20,637
Totals			<u>\$ 338,504</u>	<u>\$ 149,531</u>	<u>\$ 134,617</u>

(1) These amounts represent the total contract amount for the period of the contract.

(2) These amounts represent the actual expenditures from the start of the contract through September 30, 2021.

(3) These amounts represent the actual expenditures incurred from October 1, 2020 through September 30, 2021.

NORTH BAY VILLAGE, FLORIDA
NOTES TO THE SCHEDULE
SEPTEMBER 30, 2021

NOTE 1 - NATURE OF ACTIVITIES

North Bay Village, Florida (the "Village") is a governmental entity located in Miami-Dade County. The Village provides certain services including literacy, physical fitness, social skills, cultural activities, and nutritious food to approximately sixty elementary school children funded by The Children's Trust.

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Accounting: The accompanying Schedule of Expenditures of The Children's Trust Contracts is presented on the accrual basis of accounting and includes expenses incurred by the Village during the fiscal year ended September 30, 2021.

Allocation of Expenditures: Expenditures are invoiced in accordance with the budget as approved by The Children's Trust. As The Children's Trust contract is a cost reimbursement method of payment, expenditures allocated to The Children's Trust contracts are based upon the specific identification of costs to The Children's Trust program except for approximately 8.5% of the budget being allocated to indirect costs.

Due from the Children's Trust: As of September 30, 2021, the Village was owed \$43,154 from The Children's Trust.

Capital Equipment Expenditures: Capital equipment is defined by The Children's Trust as individual items with a value of \$1,000 or greater which have a life expectancy of more than one year. Expenditures less than \$10,000 for capital equipment, purchased with The Children's Trust funds, become assets of the Village unless the contract is subject to termination or early cancellation, in which case the Trust may acquire rights and possession of the equipment if it is not fully depreciated.

Expenditures greater than \$10,000 for capital equipment, purchased with The Children's Trust funds, become assets of The Children's Trust, and The Trust retain all rights to the equipment until it is fully depreciated. The Village did not incur any capital expenditures with TCT funds during the fiscal year ended September 30, 2021.

Operating Lease/Rent Expenses: The Village owns the facility where it provides the service contracted for by The Children's Trust. Since the Village owns the space no funds were requested or reimbursed by The Children's Trust regarding this space.

Advances: As of September 30, 2021, there have been no monies advanced to the Village by The Children's Trust.

NOTE 3 - DEPARTMENT OF CHILDREN AND FAMILIES SITE LICENSES ("DCF")

The Village obtained valid DCF licenses for all sites providing childcare services that were funded by The Children's Trust. At any time during the contract period, if a site and its corresponding DCF license was revoked or there was a lapse in license coverage, direct childcare services were neither performed nor invoiced to The Children's Trust for reimbursement.

For the fiscal year ended September 30, 2021, there were no instances or lapses of DCF license coverage for the contracts disclosed in the Schedule of Expenditures of The Children's Trust Contracts.



INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH OF THE CHILDREN'S TRUST CONTRACTS AND REPORT ON INTERNAL CONTROL OVER COMPLIANCE

Honorable Mayor, Village Commission and Village Manager
North Bay Village, Florida

Report on Compliance for each of the Children's Trust Contracts

We have audited North Bay Village, Florida's (the "Village") compliance with the types of compliance requirements described in The Children's Trust contracts that could have a direct and material effect on each of the Village's contracts with The Children's Trust (2114-7210 and 2214-7210) (the "Contracts") for the fiscal year ended September 30, 2021.

Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts and grants applicable to The Children's Trust contracts.

Auditors' Responsibility

Our responsibility is to express an opinion on compliance for each of the Village's Contracts based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the Contracts. Those standards and the Contracts require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on the Contracts occurred. An audit includes examining, on a test basis, evidence about the Village's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each of the Contracts. However, our audit does not provide legal determination of the Village's compliance.

Opinion on each of The Children's Trust Contracts

In our opinion, the Village complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of the Contracts for the fiscal year ended September 30, 2021.

Report on Internal Control over Compliance

Management of the Village, is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the Village's internal control over compliance with the types of requirements that could have a direct and material effect on each of the Contracts to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for the Contracts and to test and report on internal control over compliance in accordance with the Contracts, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Village's internal control over compliance.

Report on Internal Control over Compliance (Continued)

A *deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of the Contracts on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of the Contracts will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of the Contracts that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Contracts. Accordingly, this report is not suitable for any other purpose.

Caballero Fierman Llerena & Garcia, LLP

Caballero Fierman Llerena & Garcia, LLP
Miami, Florida
March 31, 2022

NORTH BAY VILLAGE, FLORIDA
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
SEPTEMBER 30, 2021

Section I – Summary of Auditors’ Results

The Children’s Trust Contracts Program Specific Audit

Type of auditors’ report issued:	Unmodified
Internal control over program:	
Material weakness(es) identified?	_____ Yes <u> X </u> No
Significant deficiency identified that are not considered to be material weakness(es)?	_____ Yes <u> X </u> None Reported
Any audit findings or questioned costs?	_____ Yes <u> X </u> No
Amount of questioned cost(s) due to The Children’s Trust	N/A

NORTH BAY VILLAGE, FLORIDA
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
SEPTEMBER 30, 2021

Section II – Findings and Responses – The Children’s Trust Contracts Program Specific Audit

I. Current Year Findings

None

II. Prior Year Findings

2020-01 The Children’s Trust Contracts Reimbursement Requests

Criteria:

Payroll reimbursement requests should be submitted to The Children’s Trust (the “Trust”) for costs actually paid during the contract period within the limits budgeted for the applicable contract. In relation to payroll, the hours actually worked and paid rather than the costs incurred or accrued should be submitted to the Trust for reimbursement.

Condition:

During the performance of our compliance testing of Village’s contracts with the Trust, we identified several instances of incorrect reimbursement requests submitted to the Trust. Such requests contained amounts in relation to payroll expenses, which included over and under billings. When taken in the aggregate, it resulted in a net overbilling.

Cause:

Incorrect calculation of payroll hours submitted for reimbursement resulting in something other than actual hours worked and paid for the period being submitted.

Effect:

The incorrect calculation of payroll hours for reimbursement requests to the Trust will result in over and/or under billing on a monthly basis. These requests will result in noncompliance with the cash management requirement of the Trust’s contract and potential amounts owed to the Trust to pay back the overbilled amounts.

Recommendation:

We recommend the Village evaluate its reimbursement request process as it relates to the Trust’s contracts and submit reimbursement requests for payroll expenditures as prescribed in the Trust contracts.

View of Responsible Officials and Planned Corrective Actions:

Even though all of the payroll reimbursements submitted were approved on multiple levels by The Children’s Trust (TCT), the Village will analyze and amend the reimbursement process internally so that going forward, all payroll documentation will be submitted along with the reimbursement request to TCT to further validate their approval.

Current Year Status:

This matter has been corrected and will not be repeated.



NORTH BAY VILLAGE
EST. 1945

ITEM NO. 3.B

North Bay Village Recommendation Memorandum

DATE: April 12, 2022

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

FROM: Carla Gomez, Deputy Village Manager/Human Resources Director

SPONSORED BY:

SUBJECT: EMPLOYEE OF THE MONTH OF APRIL 2022
Village Manager Dr. Ralph Rosado (Deputy Village Manager/Human Resources Director Carla Maglio Gomez)

RECOMMENDATION

The Employee of the Month Committee has reviewed the nominations submitted and has selected Brushun Howard, Water Maintenance Worker in the Public Works Department, as the recipient for the Employee of the Month Award for April 2022. The employee will be presented with a certificate of recognition during a Village Commission meeting, where they will also receive a \$50.00 American Express gift card.

BACKGROUND AND ANALYSIS

Nomination for Employee of the Month:

Name: Brushun Howard

Job Title: Water Maintenance Worker

Department/Division: Public Works

Nomination Category:

- Ability to manage or champion change
- Excellent Customer Service
- Actions that embody the core values of North Bay Village

Nominated by: Meagan Cook, Public Works Superintendent.

We would like to recognize Brushun Howard as the April 2022 Employee of the Month recipient. Brushun Howard, who is typically better known as "Howard" started off as a temporary employee with People Ready, who provides temporary labor to the Village. Brushun came into this Village with a can do attitude and a positive outlook on everything. He has never had to be told what to do, when he sees a problem he resolves it without hesitation. Brushun is self motivated, eager to learn and always reliable. He is truly the definition of hard work.

When the Water Meter Worker position opened up, I knew he was perfect for the job. I can teach water, but I cannot teach work ethic.

Brushun not only learned the Water Division functions at a fast pace, but also managed to learn and understand sewer and storm water with ease.

Recently Brushun Howard and Brian Velasco both worked all day and all night assisting with our night flow testing with 300 engineering. Because of their hard work that project went without a hiccup. Brushun has spent many nights and weekends working overnight shifts, manually pumping down stations or repairing unexpected leaks, and yet, he does it without a single complaint. What does it mean for these infrastructure issues to be resolved quickly and efficiently? It involves Public Works employees working 8 hours in the sun during the day, then leaving their families at night to come back into the Village and work as hard as they can so the unexpected issues go unnoticed to the community. Brushun Howard is an exceptional reflection of the North Bay Village Public Works Department. Based on his unwavering commitment to the Village, we are honored to recognize Brushun Howard as the April 2022 Employee of the Month.

BUDGETARY/FINANCIAL IMPACT (Finance Dept.)

\$50.00

PERSONNEL IMPACT

None



NORTH BAY VILLAGE
EST. 1945

ITEM NO. 3.C

North Bay Village Recommendation Memorandum

DATE: April 12, 2022

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

FROM: Ralph Rosado, PhD, AICP, Village Manager

SPONSORED BY:

SUBJECT: STATUS UPDATE ON THE THREE-YEAR ANNIVERSARY OF THE ALVAREZ & MARSAL REPORT

RECOMMENDATION

BACKGROUND AND ANALYSIS

The Alvarez & Marsal (A & M) Report was adopted by the Village Commission approximately three years ago as a way to improve Village operations and transparency. Key staff from A & M will recap their recommendations from April 2019, and Village staff will provide a status update.

BUDGETARY/FINANCIAL IMPACT (Finance Dept.)

NONE

PERSONNEL IMPACT

NONE



North Bay Village Organizational Assessment

ALVAREZ & MARSAL



Friday, April 5, 2019





- I. Executive Summary
- II. Task 1 – Financial Operational Assessment
- III. Task 2 – Human Resources Assessment
- IV. Task 3 – Village Management Advisory Support (and Assessment of Other Departments)
- V. Appendix

Assumptions vs. Observations

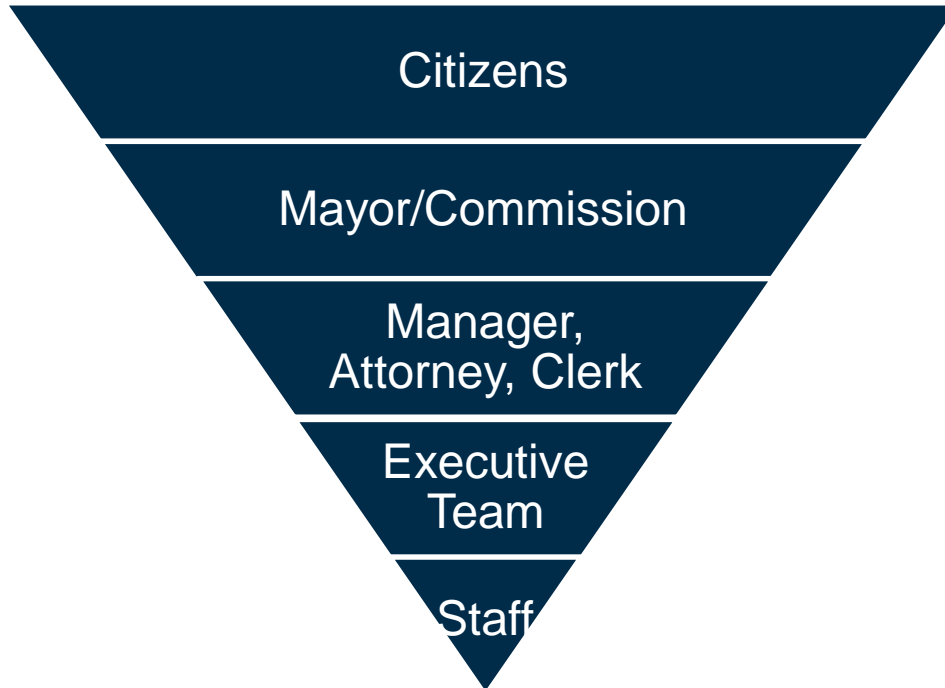
	Assumptions <i>(Prior to A&M's Review)</i>	Observations <i>(During A&M's Review)</i>
	Leaders have misappropriated Village funds or cannot account for large sums of money	A&M did not observe intentional mismanagement of funds in review of financial operations and documentation provided by Village staff
	Village staff are not doing their jobs or the Village performs worse than other communities	A&M found that lack of consistent, stable and aligned leadership across the Village has limited the effectiveness of staff



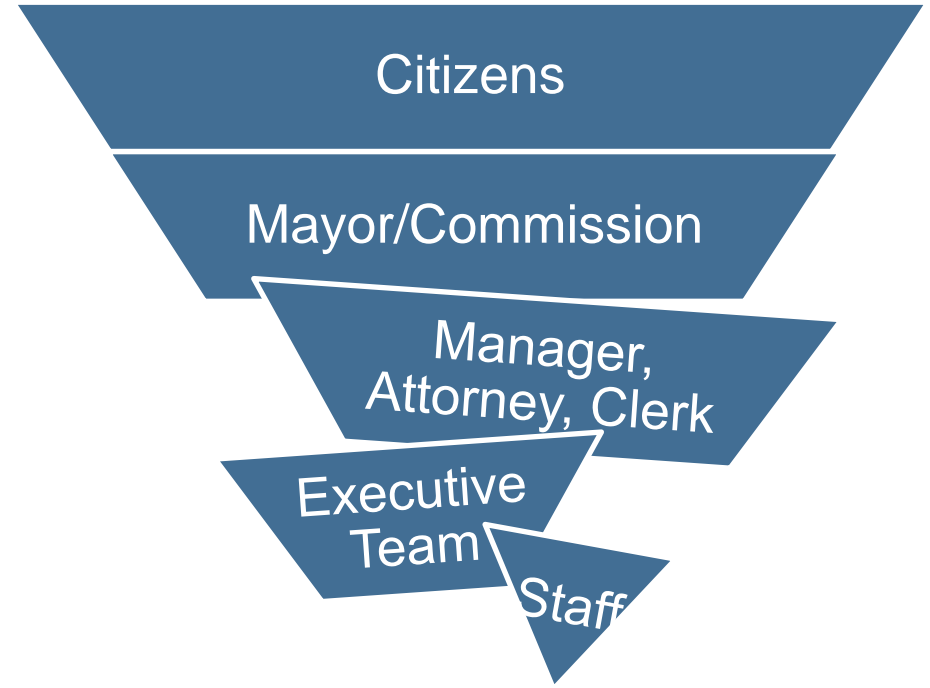
Current organization is unstable and needs alignment

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

Balanced Organization *Alignment - Stability*



North Bay Village *Misalignment - Instability*



As a result of the eight-week engagement, A&M identified key findings across each of the three tasks. These findings serve as the basis for the priority recommendations.

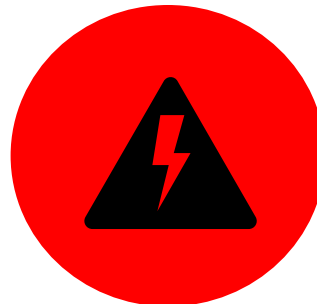
Task 1: Financial Operational Assessment



NEEDS SIGNIFICANT IMPROVEMENT

- Lack of future-focused, strategic leadership for the Finance function
- Insufficient processes to provide appropriate oversight and controls for Village resources
- Ineffective uses of existing technology resources

Task 2: Human Resources Assessment



NEEDS SIGNIFICANT IMPROVEMENT

- No core focus on Human Resources as management of the Village's human capital
- Inconsistent processes for professional development and performance evaluation
- Lack of clarity in job descriptions and reporting structure

Task 3: Village Management Advisory Support














NEEDS IMPROVEMENT

- Most Departments do not have a permanent/named/budgeted Department Head
- Departments perform relatively well compared to benchmarks but better data needs to be captured and analyzed
- Staffing levels are appropriate for now, but need ongoing analysis










By implementing the priority recommendations, the Village could achieve **\$1.92 million to \$3.67 million in gross savings over the next five years**. After investments to strengthen the Village’s leadership team and structure, net savings could be **\$450 thousand to \$1.44 million over the same period**.

	Five-Year Total Estimates	
	Low	High
Savings		
Finance Department Initiatives	\$ 1,060,000	\$ 1,460,000
HR Department Initiatives	640,000	1,590,000
Other Department Initiatives	220,000	620,000
Gross Savings	\$ 1,920,000	\$ 3,670,000
Leadership Investments		
Reinstate previously budgeted positions	\$ 1,100,000	\$ 1,510,000
Create new leadership roles	70,000	150,000
Bring key roles inline with market rate	300,000	570,000
Total Leadership Investments	\$ 1,470,000	\$ 2,230,000
Net Savings	\$ 450,000	\$ 1,440,000










Task 1: Financial Operational Assessment

Area		Current State		Recommended State	See pages
Department Leadership		Finance is currently led by a Finance Director		Establish a Chief Financial Officer role with a future-focused strategic vision for the Finance function	18
Financial Policies		No separately documented policies outside of the Charter		Create, adopt, and implement key financial policies	19-20
Technology Optimization		The Village is not maximizing current modules in Tyler system to support financial management activities		Optimize use of the Tyler system to support financial management functions	21
Procurement		There is no centralized procurement function		Identify an appropriately trained Procurement Director to drive increased consistency and compliance in the purchasing process	22-23
Payroll		The Accountant spends 60 to 70 percent of time doing payroll due to significant manual processes and paper record keeping		Enhance use of ADP to increase timekeeping accuracy and reduce the number of manual payroll processes	24
Cash Management		Cash collection is handled by Front Desk staff with oversight from the Village Manager		Increase cash management practices to enhance controls and provide additional security for Village funds	25
Annual Budget Process		The Village currently has limited budget preparation activity in the first three fiscal quarters of the year		Adopt a comprehensive budget policy and consider the benefits of building a zero-base budget	26
Debt Service Accounting		Tax levy for debt service is comingled with funds for general operations		Transfer funds from the debt service levy to the Debt Service Fund upon receipt	27
Outsourcing		Finance is currently staffed with Village employees		Take advantage of opportunities to improve utilization of current outsourced functions	28-29

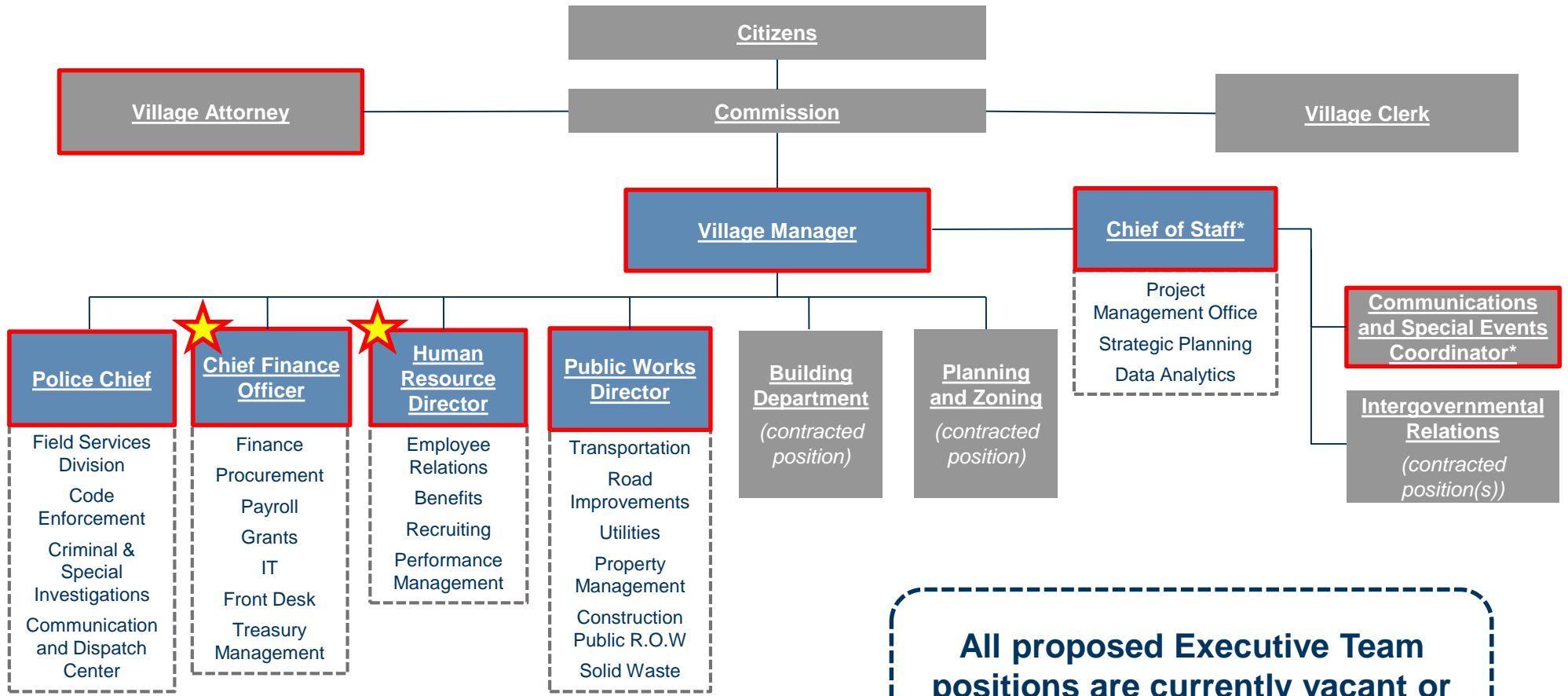
Task 2: Human Resource Operational Assessment

Area	 Current State	 Recommended State	See pages
HR Department Function & Leadership	 <p>The majority of the HR Coordinator's time is spent planning events for the Village.</p>	Create an HR Director position to lead the department in line with Village organizational strategy and priorities	34
Reporting Structure	 <p>The Span of Control is 1:5, in line with best practices</p>	Clarify reporting lines and chain of command across Village employees	35
Training and Development	 <p>There are currently no required trainings for Village Employees</p>	Village employees should identify annual training goals	36
Recruitment and Retention	 <p>No consistent procedure for recruiting employees and tracking them throughout the process</p>	The Village should follow a consistent procedure for recruiting employees	37
Job Description Review	 <p>Job descriptions are not reviewed with any regular cadence</p>	Review job descriptions annually to ensure employees are completing required tasks and key functions	38
Performance Evaluation	 <p>Performance evaluations are conducted annually on each employee's anniversary</p>	Enhance performance evaluation process to include goal setting and a mid-year review	39
Benefits	 <p>North Bay Village's benefit load was 12 percent higher compared to peer municipalities.</p>	Evaluate benefits and ensure they are in line with peer municipalities	40

Task 3: Other Department Operational Assessment

Department	Department Head 	Staffing 	Benchmarking 	See pages
Building Building, Planning and Zoning	 No functional Department Head	Data and observations indicate staff levels appear appropriate	Favorable performance compared to benchmarks	46
Police Police, Code Enforcement, and Fleet	 Interim Department Head	Data indicates initial need to reallocate staffing resources before considering new hires	Mostly favorable performance compared to benchmarks	47-49
Public Works Roads, Parks, Minibus, Sanitation, and Utilities	 Acting Department Head and no position funded in the current Budget	Data does not provide clear staffing indicators but there is potential to outsource sanitation and the minibus	Insufficient data to determine performance for employees	50
Village Manager	 Interim Manager	Potentially understaffed given no Assistant or Deputy Manager	No Data Points Analyzed	51
Village Clerk	 New Clerk hired 3/12/19	Potentially understaffed with no Deputy Clerk	Insufficient data to determine performance	52
Village Attorney	 Interim Attorney as of 4/5/19 and reviewing proposals for new Attorney	Attorney will staff accordingly	Most benchmark municipalities outsource legal services	53

Recommended Village Summary Organizational Structure



All proposed Executive Team positions are currently vacant or have an interim/acting employee.

Recommended New Positions

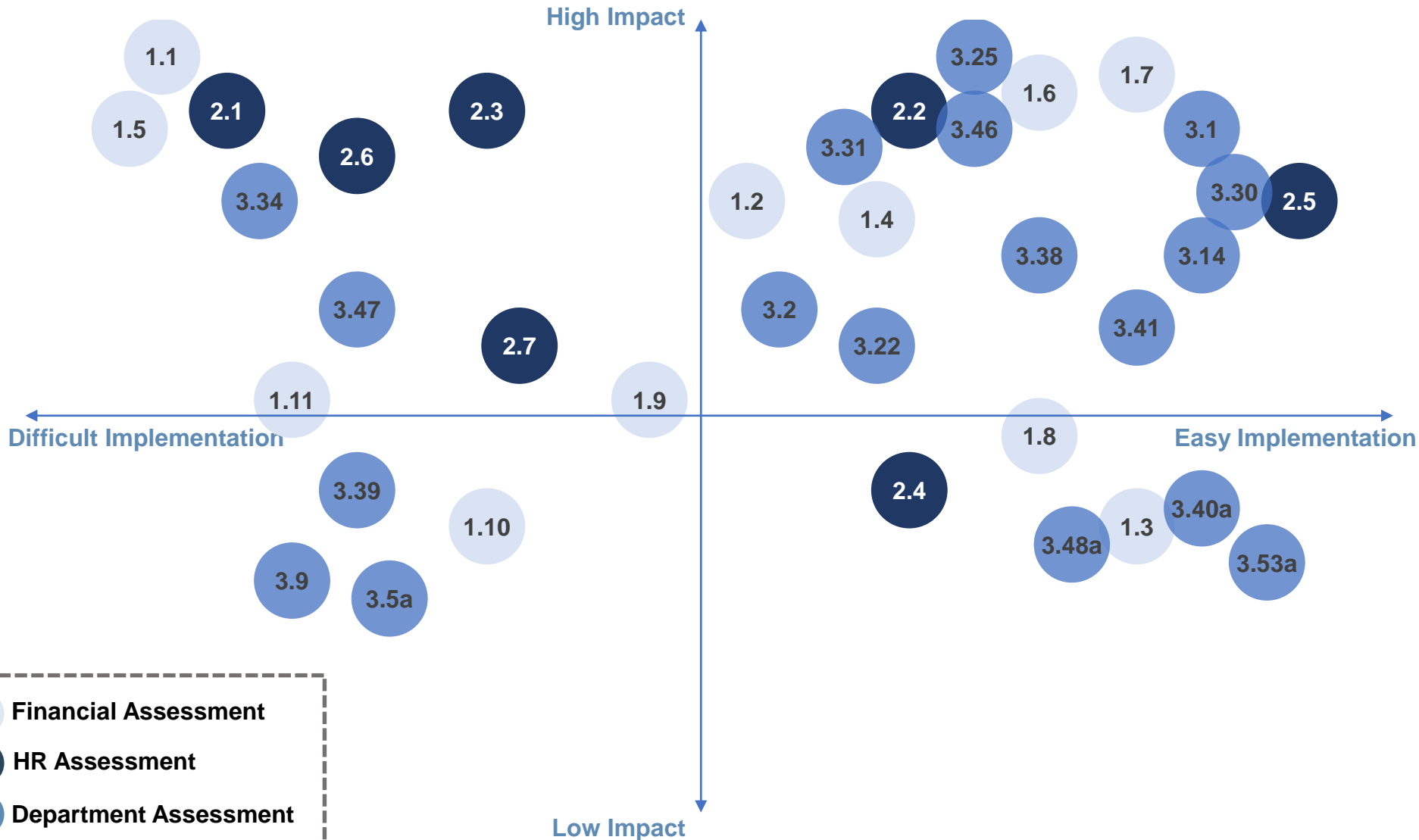
Executive Team

Positions that are vacant or currently have an interim/acting employee

* Positions that currently have applications in the market

Recommendations Matrix

A&M identified priority recommendations for each assessment based on level of impact as well as ease or difficulty of implementation. Of the **36 priority recommendations**, **17 have relatively high impact and are easy to implement.**



See **Appendix D** for the Recommendation Matrix Index.

Implementation Plan

A&M has outlined a plan to provide the Village with guidance on the timeline for implementation of priority initiatives. The Project Management Office would extend beyond the department deliverables to allow for project evaluation support.

	Owner	May 2019	Jun 2019	Jul 2019	Aug 2019	Sep 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2020	Feb 2020	Mar 2020	Apr 2020
Project Management Office	Chief of Staff												
Finance Department	Chief Financial Officer												
Human Resources Department	HR Director												
Village Manager	Village Manager												
Police Department	Police Chief												
Building Department	Village Manager												
Public Works Department	Village Manager												
Village Clerk	Village Clerk												
Village Attorney	Commission												

Progress Evaluation / Public Briefing

A&M recommends that the **Village** establish a PMO function will ensure that recommendations are effectively implemented systematically, on-time, and on-budget.



Goals

- Establish the project governance processes
- Identify long and short term goals
- Clarify roles and responsibilities
- Communicate implementation expectations to project leads
- Determine priority initiatives
- Develop overall project roadmap
- Establish project communication protocols
- Monitor projects and analyze feedback
- Ensure adherence to project schedule and budget

Key Outcomes/Deliverables

- PMO Vision and Goals
- Roles and Responsibilities
- PMO Tools and Templates
- Project implementation budgets
- Regular status updates
- Risks and issues log
- Ongoing project reporting
- Progress reports
- Final project evaluation report



- I. Executive Summary
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Five-Week Project Scope:

- Review of current operating policies, business procedures and practices for the collection of revenues from citizens, ratepayers and businesses
- Review of the current policies, procedures and practices for cash management to safeguard Village assets
- Review of current operating, procurement/purchasing and accounts payable procedures and practices and controls to ensure Village spending follows approved policies, budget priorities and best practices
- Review of budgeting and capital planning processes and planning assumptions for the current fiscal year
- Validate prior accounting for debt service funded projects and any reserve requirements for principal and interest on current and future year debt service payments
- Review payroll processes and controls for proper payment of employees
- Review of prior year audit management letter and internal control audits to ensure any cited improvements are being addressed with detailed action plans

Assessment Approach:

- Interviewed Key Finance and Related Personnel:
 - Finance Director
 - Senior Accountant
 - Accountant
 - Front Desk Supervisor
 - ADP representative
 - Tyler representative
- Reviewed a variety of data sources:
 - Village Charter and existing financial policies
 - CAFRs, budget, and financial reports
 - Check warrants
 - Key financial policies
 - Current third party contracts
 - Insurance and risk management
 - Tyler system process manuals
 - Bank reconciliation reports
 - Official statements for outstanding debt
 - Previous audit reports
 - Invoice sampling for Village purchases

Context:

- The North Bay Village (“the Village”) Finance Department is staffed with four people, the Finance Director, Senior Accountant, Accountant, and a contracted staff person to support Accounts Payable transactions. There are two additional staff people who work at the Front Desk of the Village Hall and are involved in collection cash associated with utility payments, permits, and other miscellaneous items.
- The Village uses the Tyler Technologies system to support the majority of financial management systems and ADP for the payroll function.
- The Finance Department manages the process for billing citizens for the utility services provided by the Public Works Department.

Approach:

- During the five-week financial operational assessment, A&M identified recommendations for the Village’s financial management policies and procedures. In addition, A&M developed an implementation plan that will position the Village for long-term operational success.
- The A&M team met with staff of the Finance Department, as well as other internal stakeholders, to understand the current financial operations of the Village and develop implementable recommendations as part of a roadmap to enhance the overall governance of the Finance function.

	Recommendations	Impact	Difficulty of Implementation
1.1	Create enhanced centralized financial management function with new Chief Finance Officer role	High	Difficult
1.2	Establish policies to govern the Village’s core financial management functions	High	Moderate
1.3	Adopt all policies, including those of the Finance Department, through the Village Commission resolution process	Medium	Low
1.4	Optimize the use of Tyler system to support financial management functions	High	Moderate
1.5	Restructure procurement process to reduce to improve controls on Village purchases	High	Difficult
1.6	Identify an appropriately trained procurement staff person to manage the Village’s purchasing processes	High	Moderate
1.7	Enhance use of ADP to reduce the number of manual payroll processes	High	Low
1.8	Increase cash management practices to provide additional security for Village funds	Medium	Low
1.9	Expand the annual budget process to drive collaboration and increased analysis of requests	Medium	Moderate
1.10	Separate tax levy issued for debt service from the General Fund	Medium	Low
1.11	Consider opportunities to outsource Finance functions	Medium	Difficult

Benchmark Municipalities

A&M identified eight peer municipalities for North Bay Village with similar population, budget, socioeconomic, and geographic factors. These peer municipalities are used throughout the report to benchmark key financial policies and procedures. Peer municipalities are arranged based on the size of the General Fund budget.

	Benchmark Municipality	Population	Median Household Income	Total Budget	General Fund Budget	Full Time Employees	Full Time Finance Staff
	North Bay Village	8,973	\$55,308	\$19.8M	\$ 8.7M	88	4
	Benchmark Municipality Averages	8,500	\$75,693	\$33.4M	\$18.9M	116	4.6
1	Bay Harbor Islands	5,826	\$67,092	\$23.3M	\$ 9.4M	67	3
2	Bal Harbour	2,924	\$70,641	\$27.0M	\$ 16.0M	79	5
3	Miami Shores	10,761	\$117,188	\$26.5M	\$ 16.3M	205	6
4	Longboat Key *	6,934	\$102,348	\$37.4M	\$ 16.5M	117	6
5	South Miami	12,645	\$62,305	\$26.4M	\$ 19.2M	137	5
6	Miami Springs	14,217	\$58,605	\$23.7M	\$ 20.5M	128	6
7	Surfside	5,814	\$73,241	\$44.2M	\$ 26.2M	103	4
8	Marathon	8,877	\$54,196	\$58.4M **	\$ 27.5M	97	2

* Longboat Key's nearest metro area is Sarasota. For the rest of the municipalities the nearest metro area is Miami.

** Marathon's budget excludes the \$31.9 million Stormwater and Wastewater Funds.

Sources: 2017 Census population estimates, FY2019 Adopted Budgets, 2017 CAFRs

1.1 – Finance Department Leadership

The Village’s Finance Department is currently run by a Finance Director. **A&M recommends that the Village create an enhanced centralized financial management function with a new Chief Finance Officer “CFO” role. The CFO role should be responsible not only for leading the Village’s financial management processes and procedures, but also for implementing a future-focused strategy for the Finance function.**

Chief Financial Officer

Finance	Procurement	Payroll	Grants	IT	Front Desk	Treasury Management
<i>Currently managed by Finance Director</i>	<i>Currently managed by Human Resources Coordinator</i>	<i>Currently managed by Finance Director</i>	<i>Currently managed by Village Manager</i>	<i>Currently managed by Finance Director</i>	<i>Currently managed by Village Manager</i>	<i>Not actively managed</i>

Aligning these seven core functions under the leadership of the CFO ensures that there is appropriate coordination, integration of technology, and strategic oversight of the Village’s assets.

1.2 – Financial Policies

Financial policies provide the overall governance for a municipality’s financial management and operations. The Charter and Code of Ordinances provide limited direction on financial policies. **The Village does not have separately documented financial policies.** Based on best practices from the Government Finance Officer’s Association (GFOA), A&M has identified ten financial policies the Village should have for effective financial management.

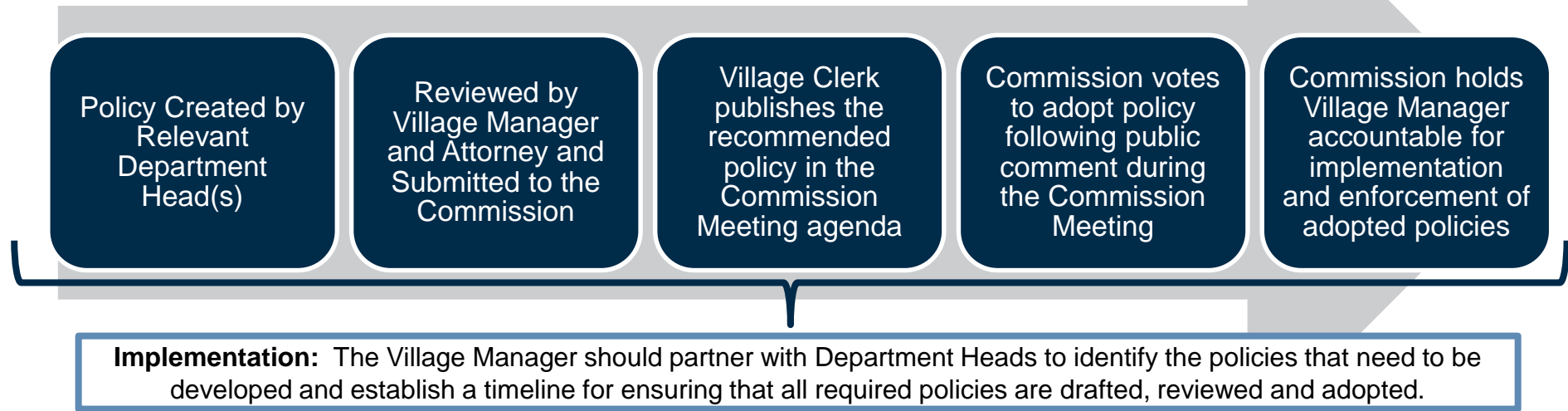
Scale: ○ (No policy present) to ● (Policy in line with best practices)

#	Policy	North Bay Village Policy Status	Current State	Best Practice Example
1	Fund Balance/Reserve	●	Village Charter Section 35.22 – Creation of Fund Balance/Retained Earning Reserve	<u>GFOA General Fund Reserve Policy Best Practice Example</u>
2	Utility Billing	●	Code of Ordinances Title V: Public Works, Chapter 50 – General Provisions	<u>Bay Harbor Islands, FL Code of Ordinances</u> : Chapter 20 - Utilities
3	Budget & Capital Planning	●	Village Charter – Section 7.03 – Preparation and submission of the budget	<u>Surfside, FL Code of Ordinances</u> : Article IV – Annual Budget and Tax Levy <u>GFOA Recommended Budget Practices</u>
4	Procurement & Purchasing	●	Village Charter – Section 36.26 – Procurement requirements	<u>Longboat Key, FL Code of Ordinances</u> : Chapter 38 – Purchasing Procedures
5	Debt Issuance & Management	●	Village Charter Article VIII – Borrowing for Municipal Projects (governed by State law)	<u>Surfside, FL Code of Ordinances</u> : Article V – Borrowing for Municipal Projects (including Article Va)
6	Financial Management Policy	●	Village Charter Section 35.21 – Amendments to budget	<u>GFOA Budget Monitoring Best Practice</u>
7	Credit Card Usage	○	No existing documentation	<u>GFOA Purchasing Card Program Best Practices</u>
8	Cash Management	○	No existing documentation	<u>GFOA Revenue Control Policy Best Practice Example</u>
9	Payroll/Timekeeping	○	No existing documentation	<u>ADP Employee Handbook Best Practices</u>
10	Treasury Management	○	No existing documentation	<u>GFOA Investment Policy Best Practice Example</u>

1.3 – Policy Adoption Process

North Bay Village currently relies on the Village Charter and Code of Ordinances to inform key government functions and does not have separately documented financial policies. Village policies should be developed collaboratively with the Village’s leadership and stakeholders and analyzed carefully for any potential unintended consequences. **Policies adopted by the Village Commission should be reviewed annually to ensure that they are having the intended impact and adopted along with the budget.**

Recommended Policy Adoption Process

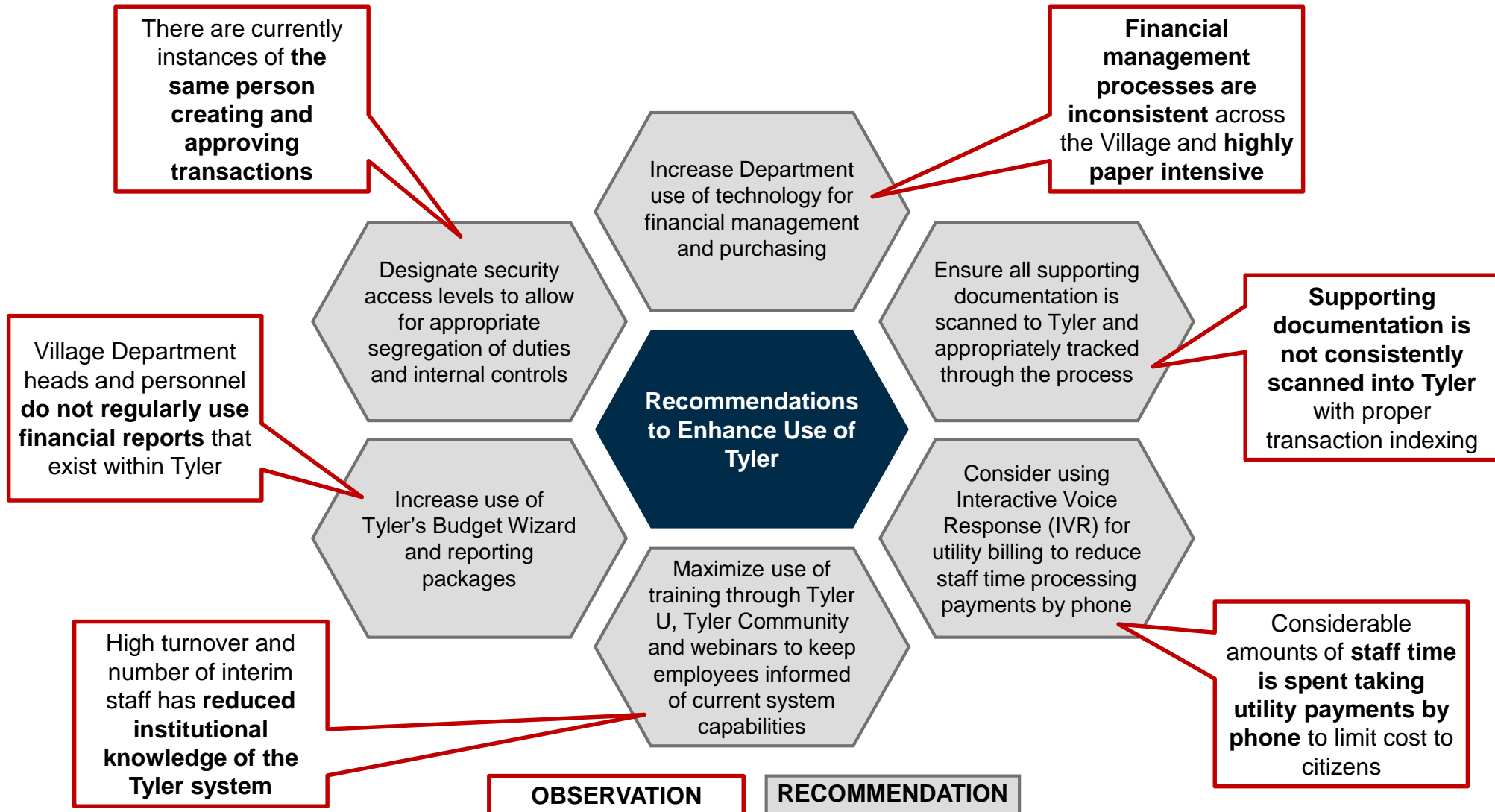


Benefits of Adopting Policies Separate from the Village Charter

- ✓ Documents governance of the key processes of the Village
- ✓ Engages the Village’s governing body to ensure the policies are in the long-term best interest of the community
- ✓ Allows for additional flexibility in the event the Village circumstances change and the policy needs to be amended
- ✓ Provides clear guidance to staff on how business should be carried out day-to-day
- ✓ [Follows GFOA Guidance on adopting financial policies](#)

1.4 – Optimizing Use of Technology in Financial Processes

Tyler-Munis Technologies (“Tyler”) is the Village’s central financial management system for key functions including budgeting, reporting, procurement, and utility billing. **Enhancing the use of Tyler will help to streamline the Village’s financial management processes.**

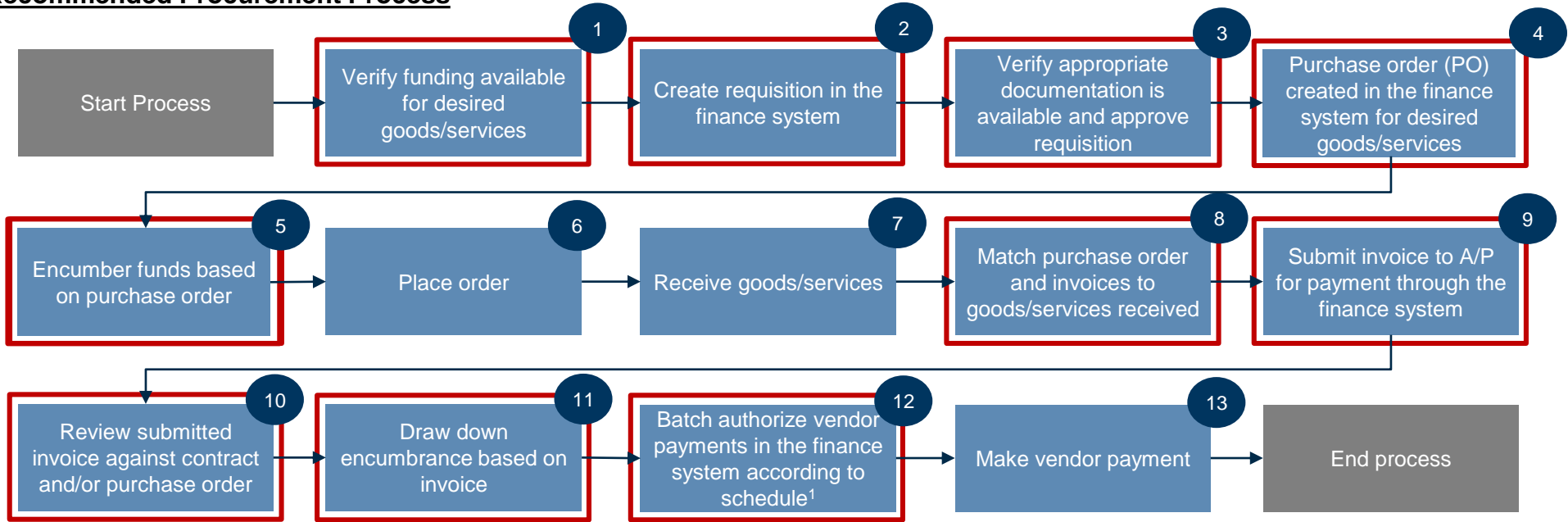


See **Appendix K** for additional information on opportunities to increase use of technology in financial management.

1.5 – Procurement Process Review

A&M reviewed a sample of invoices to better understand North Bay Village’s procurement process. Based on that review, **A&M documented key opportunities to improve accuracy and transparency in the process, as well as enhance internal controls and compliance with the existing purchasing policy.**

Recommended Procurement Process



Not a consistent practice of the Village

¹ Vendor payments should be authorized on a regular schedule. For a municipality like the Village, weekly should be sufficient.

1.6 – Centralized Procurement Position

The Human Resources (“HR”) Coordinator also holds the position of Procurement Coordinator but has limited involvement in purchasing processes. Given the volume of purchasing activity, **the Village should establish a Procurement Manager role.** The Village should ensure that the person occupying this centralized procurement position is **appropriately trained in procurement best practices and proper use of Tyler to support the purchasing process.**

Benefits of a Centralized Procurement Function

Cost Savings

- Promotes full and open competition and establishes master service agreements which will help the Village obtain the best value
- Focuses on vendor management to identify strategic purchasing partners, consolidating the total number of vendors to achieve favorable pricing
- Monitors spend leakage from non-compliant purchases

Increased Efficiency

- Allows Department Heads and employees to have more time to devote to their core functions
- Supports compliance with procurement policies, reducing reliance on paper invoices and manual entries
- Allows for collaborative purchasing across Village departments

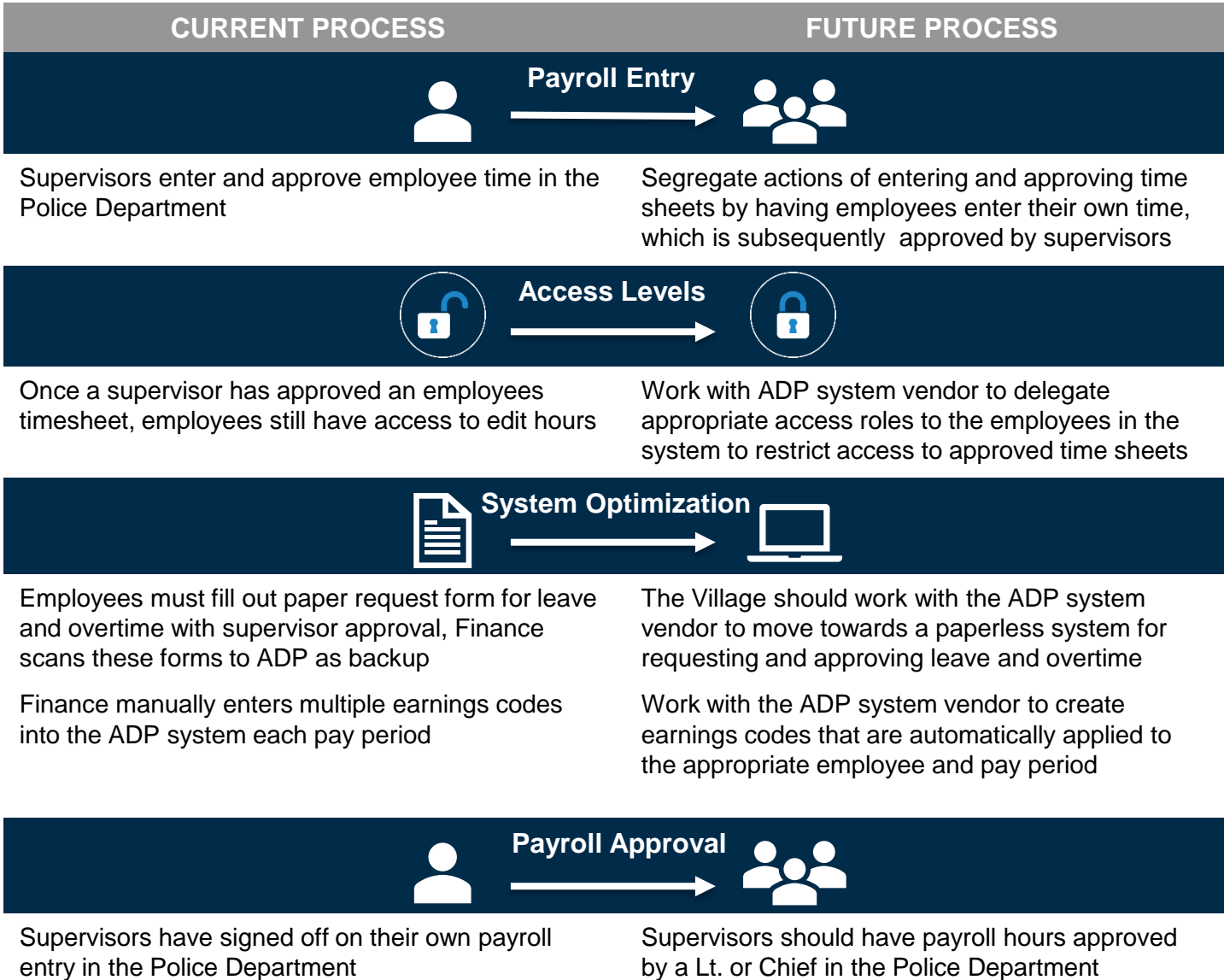
Public Trust

- Requires training and certification that promotes professionalism in public sector procurement
- Develops standardization and oversight of purchasing procedures and documentation
- Maintains integrity and completeness of information

Benchmark Cities with a Centralized Procurement Function

- Often have more than one role versus a sole procurement officer
 - *Ex: City of Miami Springs Procurement Officer is also responsible for Grants and Public Information*
 - *Ex: Town of Miami Lakes Procurement Officer is also responsible for Grants and I.T.*
- Procurement Officer reports to the Deputy Assistant Manager or City Manager
 - *Ex: Town of Longboat Key’s Purchasing Manager reports to the Town Manager*
 - *Ex: City of Miami Springs Procurement Officer reports to the Assistant City Manager*

1.7 – Payroll Processes

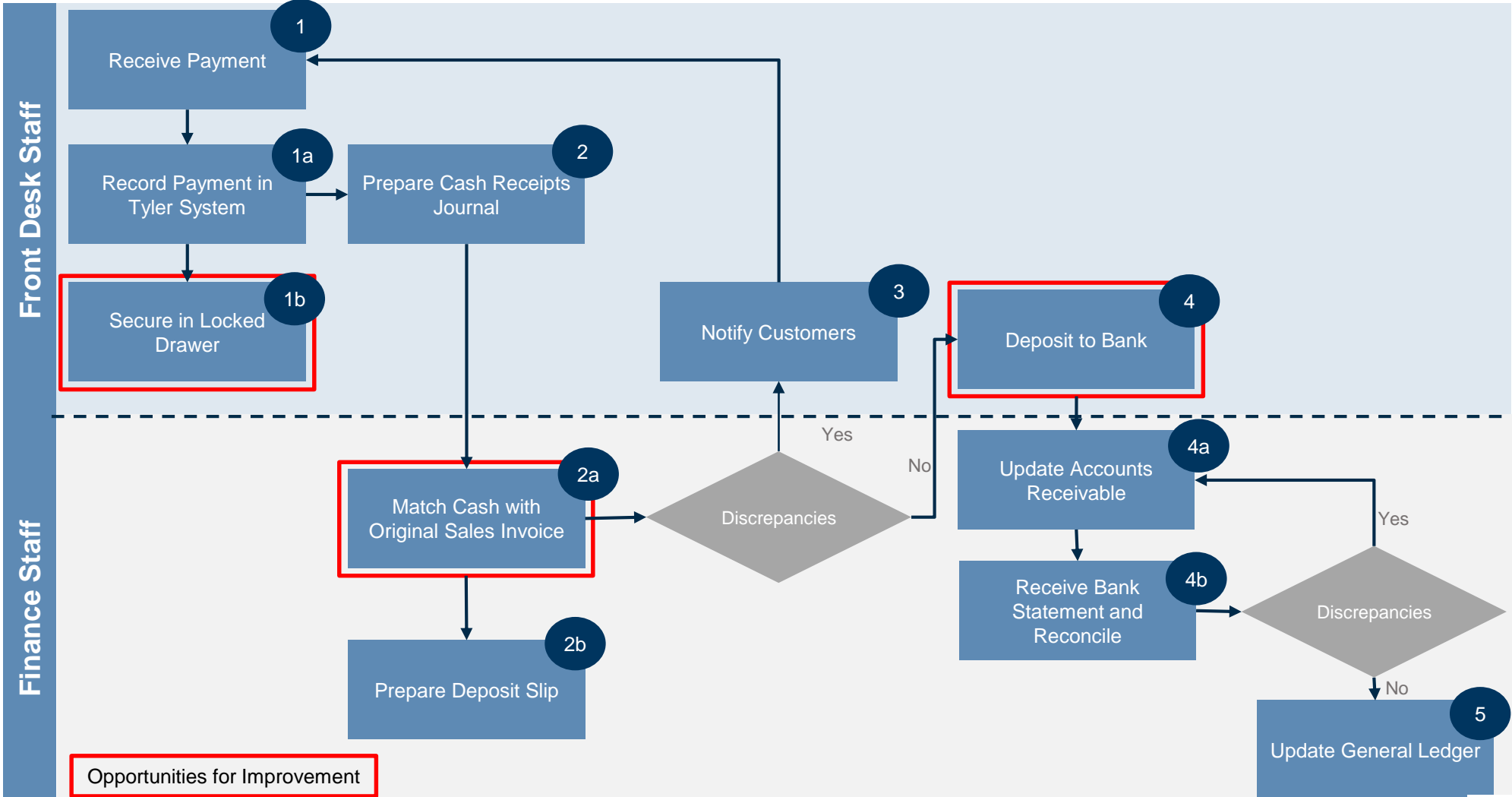


Value of Improved Payroll Processes

- Incorporates best practices of segregation of duties and internal controls
- Ensures that there is oversight and review to identify errors
- Removes the need to retain excess paper documents and reduces time spent tracking down appropriate documentation
- By automating these payroll processes, the accountant currently in charge of payroll will go from spending 60-70% of her time on payroll to approximately 30% of her time on payroll

1.8 – Cash Management Process

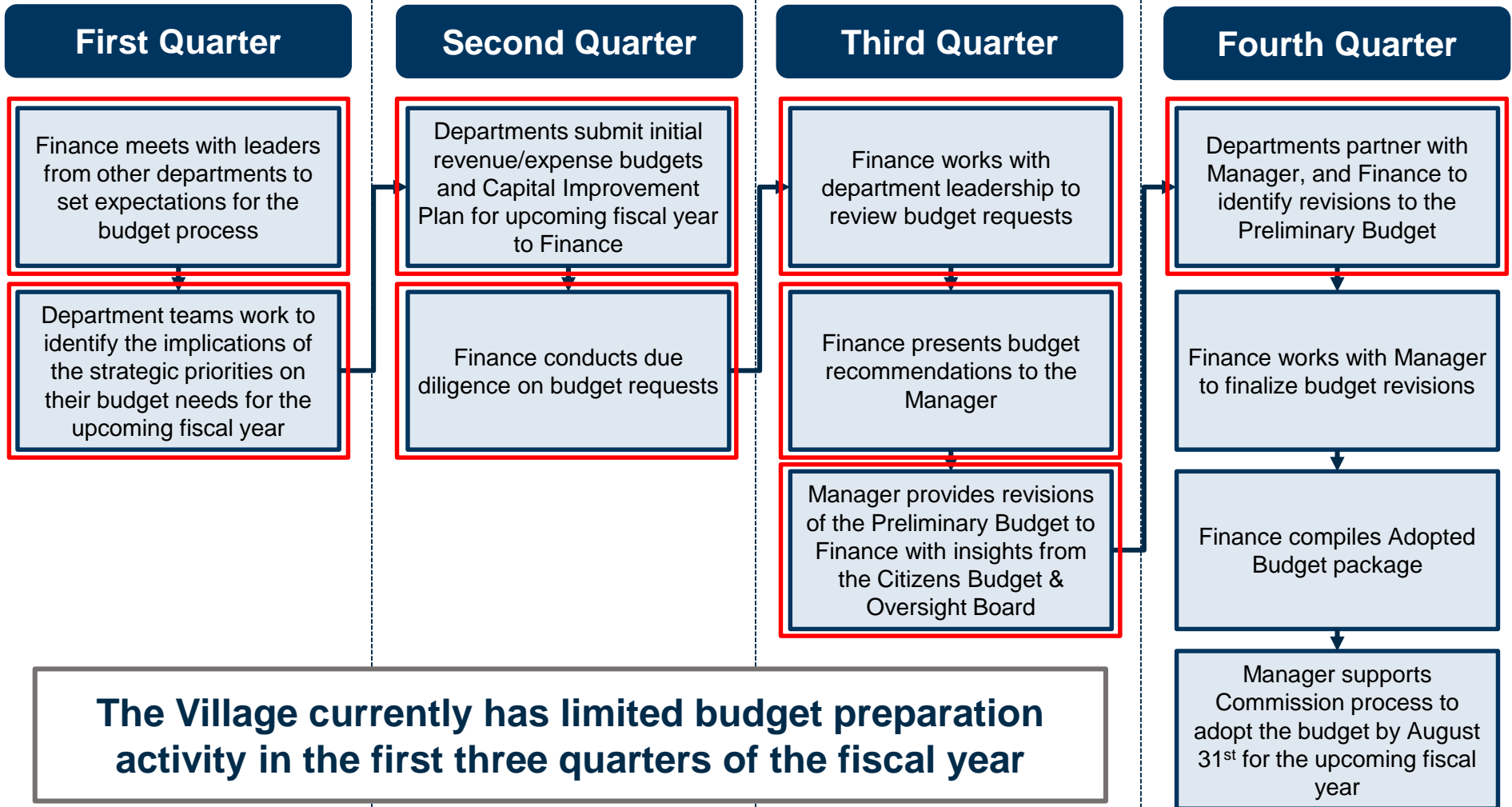
The Village Hall houses operations for processing licenses, permits, fees and charges for services, as well as the US Postal Service. Most staff at the Front Desk perform functions to support both the Village and US Postal Service operations, regardless of official position title. Much of the management of physical cash happens at the Village Hall Front Desk. **A&M has identified a recommended process to enhance oversight and controls in cash management.**



See **Appendix O** for additional information opportunities to improve cash management.

1.9 – Annual Budget Process

Currently, the Village does not have a well-documented and consistent budgeting process. **A&M recommends that the Village adopts a comprehensive budget policy**, with a structure that holds departments accountable for performing within budgetary constraints. The Village should also **consider the benefits of building a zero-base budget to thoroughly evaluate budget inputs annually**.



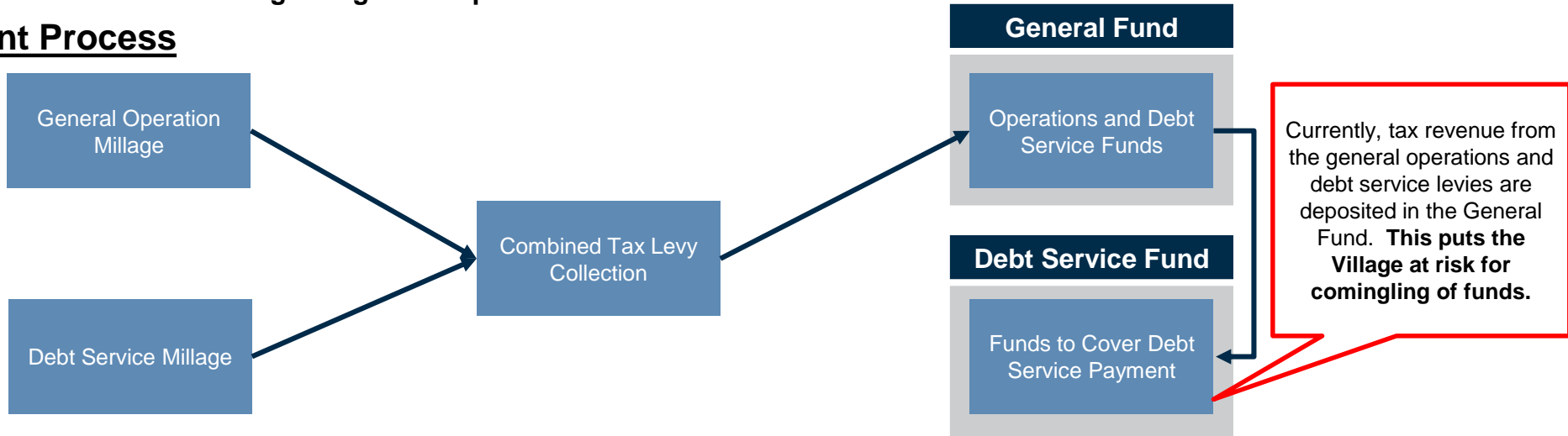
Opportunities for Improvement

See **Appendix P** for additional information on stakeholder responsibilities in the budget process.

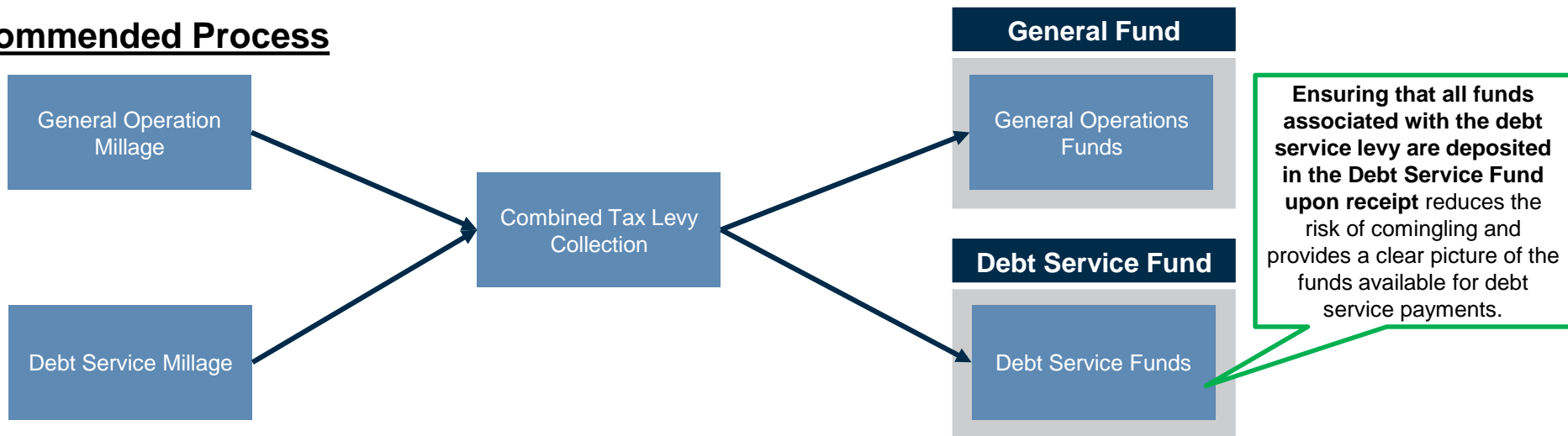
1.10 – Debt Service Accounting

In addition to a tax millage for general operations, North Bay Village has a dedicated millage for debt service of outstanding bonds. The Village currently has three series of general obligation bonds outstanding. **Tax revenue from the debt service levy is put in the General Fund with millage for general operations.**

Current Process



Recommended Process



1.11 – Outsourcing Options

A growing number of municipalities are considering outsourcing as a means of enhancing financial management. In most places with outsourced finance functions, there is still a Finance leader employed by the municipality. A&M's analysis of potential outsourcing costs indicate that **savings associated with outsourcing would likely be minimal relative to the fully-burdened personnel costs for the finance staff. After streamlining the Finance function, the Village should conduct a full cost-benefit analysis, with actual bids from potential contractors**, to understand both the tangible and intangible benefits and considerations.

Outsourcing Benefits

- ✓ Provide strong understanding of governmental accounting
- ✓ Minimize risk of hiring additional full time personnel with highly specialized skillset
- ✓ Increased flexibility in staffing with the ability to scale function up or down based on demand
- ✓ Shifting burden of labor intensive processes to increase staff productivity
- ✓ Partner with existing outsourced functions to increase for effective usage by all employees

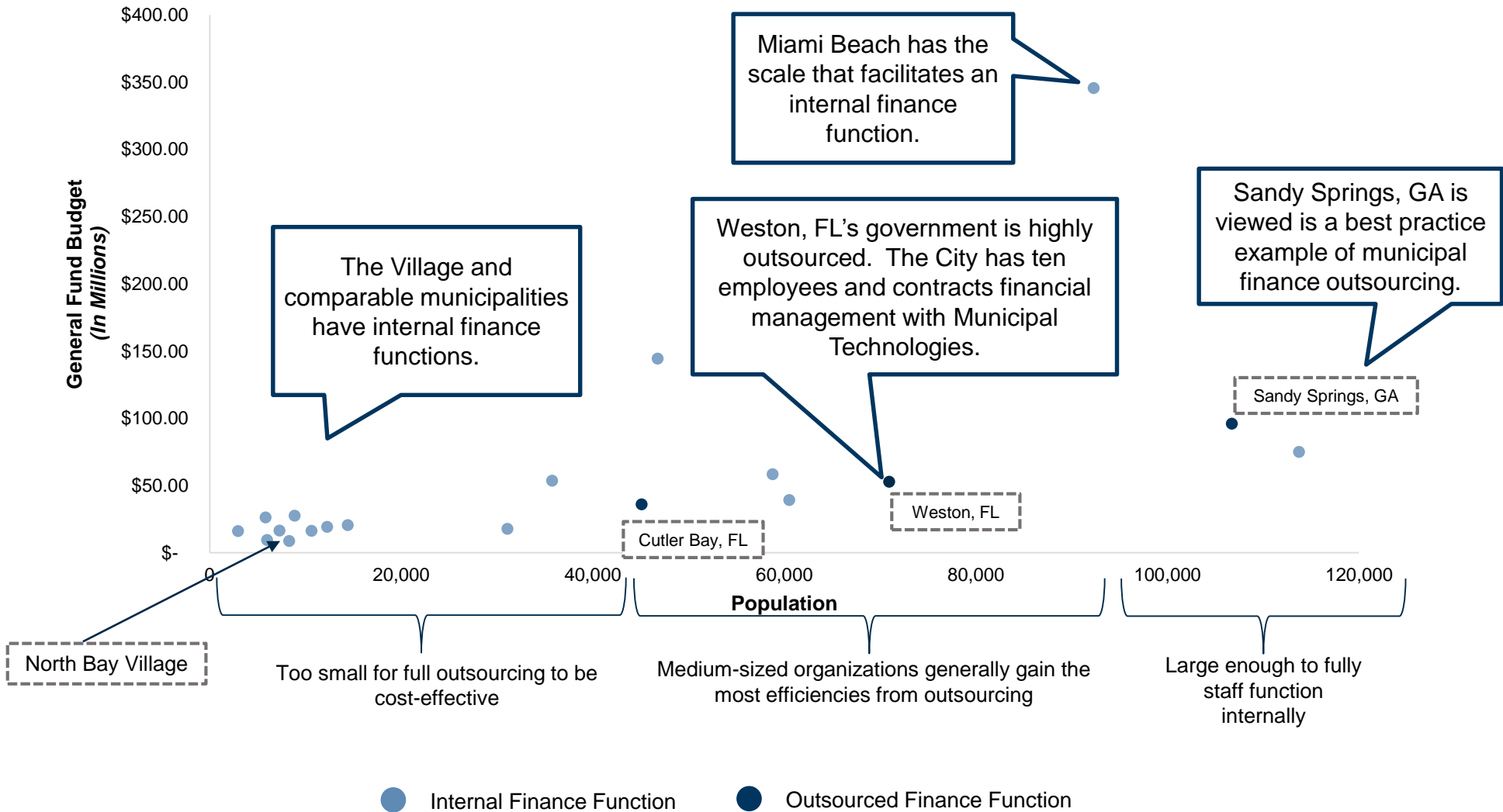
The Village should also evaluate opportunities to **engage in shared services arrangements with the Finance departments of neighboring municipalities** to support some of the administrative finance functions.

Outsourcing Considerations

- Does the Village have the scale to make outsourcing of the Finance function cost effective?
- How is the Department Leadership structured with the outsourcing arrangement?
- What is the required level of service and expected performance from the contractor?
- How can use of currently outsourced functions be enhanced to increase productivity (e.g. Payroll and/or Utility Billing)?
- What internal work needs to be done to prepare the organization for the transition to outsourcing?

1.11 – Outsourcing Effectiveness

Given the Village's size, full outsourcing on the Finance function will likely not be cost-effective relative to the current salary expense. **The Village should take advantage of opportunities to improve utilization of currently outsourced functions, including ADP for payroll and Tyler for financial management, to drive efficiencies and increase employee productivity.**





- I. Executive Summary
- II. Task 1 – Financial Operational Assessment
- III. Task 2 – Human Resources Assessment
- IV. Task 3 – Village Management Advisory Support (and Assessment of Other Departments)
- V. Appendix

Three-Week Project Scope:

- Review of existing Village policies and procedures and controls to evaluate the alignment of resource management practices with best practices in personnel management
- Review the current organizational structure, compare to benchmarks, as appropriate, and make recommendations for improvement
- Review internal training and development requirements and opportunities and recommend potential improvements to attract and maintain quality, and well-trained staff
- Review processes related to creation and utilization of job descriptions as well as performance evaluation process, and compare to best practices, as appropriate and make recommendations for improvement

Assessment Approach:

- Interviewed Key HR and Related Personnel
 - Human Resource Coordinator
 - Interim Village Manager
- Reviewed a Variety of Data Sources:
 - Village Charter and existing HR policies
 - Employee job descriptions for various village positions
 - Employee handbooks
 - Organizational structures of benchmark municipalities
 - Salary and benefit information for the Village and benchmark municipalities
 - Current training and development requirements
 - Performance evaluation documentation
 - Various personnel reports

Context:

- North Bay Village ('the Village') currently employs 88 employees, of which 78 are full-time positions.
- Of the 88 positions within the Village, 64 are funded by the General Fund, 13 by Special Revenue Funds, and 11 by Enterprise Funds.
- The Village has a Human Resources Coordinator who is responsible for processing employee paperwork, maintaining job descriptions, supporting the hiring process, and maintaining personnel records, in addition to planning the Village's special events.

Approach:

- During the three-week human resource operational assessment, A&M identified recommendations for the Village's HR policies and procedures. In addition, A&M developed an implementation plan to improve the HR function in the Village.
- The A&M team met with the HR coordinator, village employees, and other internal stakeholders to understand the current HR policies and procedures of the Village to develop implementable recommendations.

#	Recommendations	Impact	Difficulty of Implementation
2.1	Create an HR Director position to lead the department in line with the Village's organizational strategy and priorities	High	High
2.2	Clarify reporting lines and chain of command across Village employees	High	Low
2.3	Establish required training and process for identifying employee and department-specific trainings	High	Moderate
2.4	Follow a consistent procedure for recruiting employees and track applicants through each stage of the process	Medium	Low
2.5	Review job descriptions annually to ensure employees are completing required tasks and key functions are appropriately assigned	High	Low
2.6	Expand the current performance evaluation process to include goal setting and a mid-year review	High	Moderate
2.7	Manage benefits administration to ensure costs are reasonable and that negotiated broker rates are competitive	Medium	Moderate

Benchmark Municipalities

A&M identified eight peer municipalities comparable to North Bay Village in population, budget, socioeconomic, and personnel metrics. These peer municipalities are used throughout the report to benchmark key personnel-related metrics. Benchmark municipalities are arranged based on the size of the General Fund budget.

	Benchmark Municipality	Population	Median Household Income	Total Budget	General Fund Budget	Full Time Employees	Full Time HR Staff	HR Title
	North Bay Village	8,973	\$55,308	\$19.8M	\$ 8.7M	88	1	HR Coordinator
	Benchmark Municipality Averages	8,500	\$75,693	\$33.4M	\$18.9M	116	1.1	
1	Bay Harbor Islands	5,826	\$67,092	\$23.3M	\$ 9.4M	67	1	Director of Human Resources
2	Bal Harbour	2,924	\$70,641	\$27.0M	\$ 16.0M	79	0.5	Assistant Village Manager/Human Resource Director
3	Miami Shores	10,761	\$117,188	\$26.5M	\$ 16.3M	205	0	Human Resources/Risk Coordinator
4	Longboat Key *	6,934	\$102,348	\$37.4M	\$ 16.5M	117	2	Human Resources Manager
5	South Miami	12,645	\$62,305	\$26.4M	\$ 19.2M	137	2	Personnel Manager
6	Miami Springs	14,217	\$58,605	\$23.7M	\$ 20.5M	128	2	Human Resources Director/Risk Manager
7	Surfside	5,814	\$73,241	\$44.2M	\$ 26.2M	103	1	Human Resources Director
8	Marathon	8,877	\$54,196	\$58.4M **	\$ 27.5M	97	0.5	Deputy City Manager/Human Resource Director

* Longboat Key's nearest metro area is Sarasota. For the rest of the municipalities the nearest metro area is Miami.











** Marathon's budget excludes the \$31.9 million Stormwater and Wastewater Funds.

Sources: 2017 Census population estimates, FY2019 Adopted Budgets, 2017 CAFRs

2.1 – Human Resources Function & Leadership

The HR Coordinator role is supposed to split time between HR and procurement functions. In practice, the majority of the HR Coordinator's time is spent planning special events for the Village. **A&M recommends the Village re-instate the HR Director Role**, with a HR Clerk providing administrative support. **The HR function should be focused on the ten key areas outlined below, supported by the overall organizational strategy and priorities of the Village.**

Scale: ○ (No function present) to ● (Function in line with best practices)

HR Function	North Bay Village Function Status	Opportunities to Improve
Policies		The HR Director should lead the development and dissemination of HR policies, as well as the annual policy review process.
Recruitment & Hiring		The HR Department should actively coordinate and track the process to recruit and hire new employees.
Employee Relations		HR should serve as a resource for employees to confidentially express concerns, while working with Village leadership to appropriately address any issues.
Personnel File Management		There should be clear processes for safeguarding sensitive employee information according to records management best practices.
Position Control		HR should work with the Village Manager to ensure reporting relationships are accurately documented and shared with employees.
Salary Administration		HR should actively manage the register of all employee compensation, as well as the impact of any salary changes.
Benefits		The HR Director should serve as the primary Benefits Administrator for the Village.
Payroll Administration		The Village should explore options to have HR partner with Finance as the Payroll System Administrator.
Performance Evaluation		The HR Department should ensure that all supervisors are appropriately equipped to support employee development.
Training		The HR Department should develop a consistent process for tracking employee training against annual goals and requirements.

Source: [ADP, Employee Handbooks: "Must-Have" Policies, Policies to Avoid, and More, March 2017](#)

See **Appendices S and T** for additional information on the HR function leadership and recommended policies.

2.2 – Reporting Structure

Span of control is a measure of the ratio of supervisors to front line staff. Based on the size of the Village and the services provided, the span of control, at 1:5, is in line with best practices. There are limited instances of 1:1 direct reports, signaling a reporting structure that is, in theory, relatively efficient¹.

Village Span of Control of

1 : 5

is just below

Best Practice Span of Control of

1 : 6 - 8

There are a number of cases where the documented organizational and reporting structure is **not** consistent with what is experienced by Village employees. Given that the Village Manager maintains position control, **A&M recommends that the Manager ensure that reporting lines are clearly established and understood.** There should also be documented procedures for when a role with reporting responsibilities is vacant.

Actual Reporting Differs from Organizational Chart
<ul style="list-style-type: none"> • Department level organizational charts should be developed to further support clear reporting lines. • Employees should avoid reporting interaction with managerial employees they do not report to in accordance with the organizational chart. • Organizational charts should be updated within ten business days of a change in the organization's structure.

Ambiguous Leadership from Village Contractors
<ul style="list-style-type: none"> • All Village employees should report to managers directly employed by the Village. • In cases where there are contractors serving in leadership roles for a department, the contractors should maintain consistent communication with the employee's supervisor. • Contractors should provide feedback for performance evaluations of Village staff the interact with.

Clearly Implemented Chain of Command/Communication
<ul style="list-style-type: none"> • All Village employees should be informed of the proper chain of command relative to their job duties. • Requests to Village leadership that do not follow the proper chain of command should be referred to the appropriate employees before action is taken. • Existing chain of command should to reviewed along with job descriptions and employees should be notified of changes.

The Task 3 Chapter provides additional information on the documented versus observed organizational structures by department, as well as department-specific recommendations for improvement.

¹ [Society of Human Resource Management , Determining the Appropriate Span of Control](#)

2.3 – Training and Development

There are currently no required trainings for Village employees. Employees are provided with limited guidance on the training they should pursue, despite departmental budget allocations for training. The majority of employee training is not consistently tracked.

Annual Training for All Employees

- ✓ Village Charter & Code of Ordinances
- ✓ Ethics Compliance
- ✓ IT Security Awareness
- ✓ Occupational Health & Safety
- ✓ Purchasing Practices

Source: [Office of Personnel Management – Federally Mandated Training](#)

Employee-specific Training

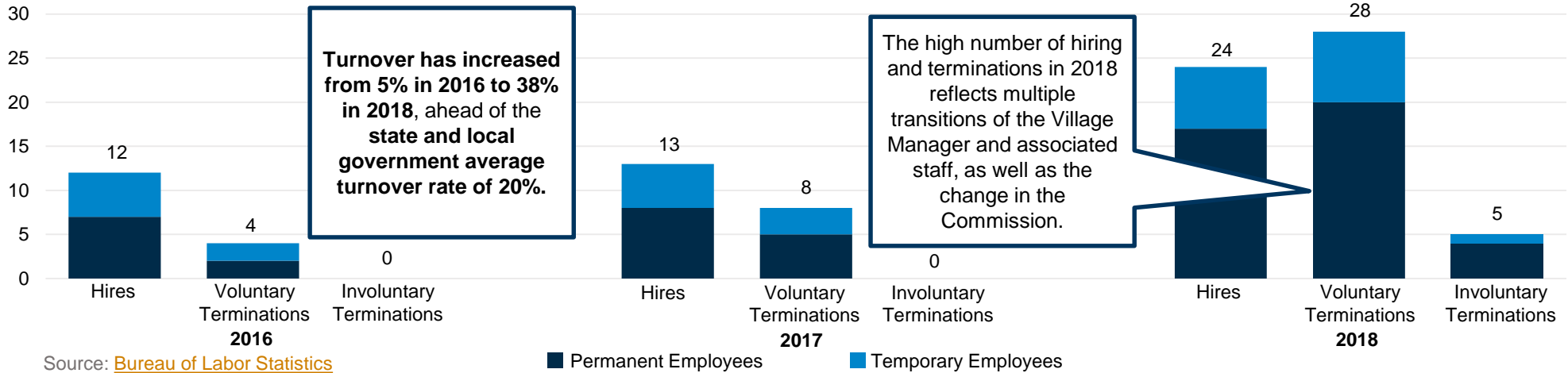
As a part of the Performance Evaluation process, every employee should identify annual training goals. A&M recommends the Village follow the process below to identify the appropriate training to support employee development.



2.4 – Recruitment and Retention

Historically, the Village has experienced low turnover and, as a result, limited hiring actions. **A&M recommends that the Village identify opportunities to add structure and consistent tracking to the recruiting process.**

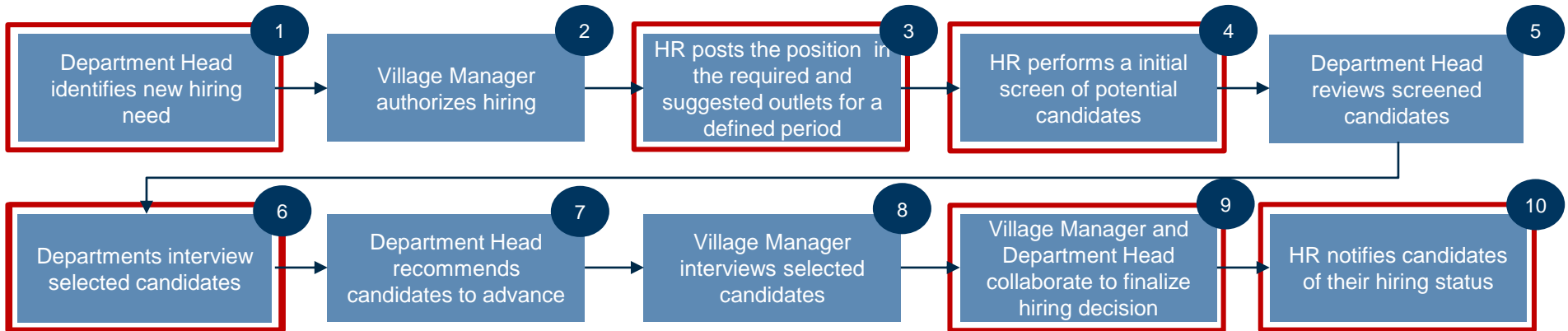
Employee Hires and Terminations



Turnover has increased from 5% in 2016 to 38% in 2018, ahead of the state and local government average turnover rate of 20%.

The high number of hiring and terminations in 2018 reflects multiple transitions of the Village Manager and associated staff, as well as the change in the Commission.

Recommended Recruiting Process Structure



Throughout the process, HR should track the number of candidates who apply, are interviewed, and extended offers.

Opportunities for Improvement

2.5 – Job Description Review

There is not a regular cadence for reviewing employee job descriptions. Starting in early March, the current interim Village Manager began a village wide job description review. Preliminary observations indicate that there are significant differences between the documented job descriptions and the duties carried on in the day-to-day work of most employees. A&M recommends that the Village do the following to ensure accurate and transparent job descriptions. **The Village should develop a process to review job descriptions and establish regular cadence and document a clear process for updating job descriptions based on new positions and changes in required duties.**

1 Conduct Job Analysis

The Supervisor and/or Village Manger should interview the employee to find out exactly what tasks are being performed in the current role.

2 Determine Functions

- Are the current tasks of the job function are truly necessary or a requirement to perform the job?
- How much time is spent performing the task?
- Can the tasks be re assigned or performed in another manner?
- Can the tasks be reassigned to another employee?

3 Document Information

The results should be documented and reviewed by the employee who is currently in the position—and his or her supervisor—for any changes regarding the knowledge, skills, abilities, physical characteristics, environmental factors and credentials/experience of the position.

The following information should be reviewed and updated annually:

- **Reports to:** title of the position this job reports to
- **Summary/Objective:** summary and overall objectives of the job
- **Essential Functions:** essential functions, including how an individual is to perform them and the frequency with which the tasks are performed
- **Supervisory Responsibilities:** direct reports, if any, and the level of supervision
- **Expected Hours of Work**

2.6 – Performance Evaluation Process

The Village’s current performance evaluation process is focused on the employee’s year-end evaluation and is primarily used for step and merit increases. There is no formal process for goal setting on mid-cycle evaluations of employee performance. Transitioning to a performance evaluation process that is more holistic will give employees better insight into ways they can improve their performance, and provide the proper documentation to support various personnel actions.

Setting Expectations

Supervisors should have goal setting conversations with their employees in the first quarter of the fiscal year and ensure that all goals and training requirements are documented within three months after the employee’s anniversary date.

Evaluation Performance

In the fourth quarter, employees and their supervisors should review their performance against the expectations set at the beginning of the year. Year-end evaluation forms should be submitted by the employee’s anniversary date.



Monitoring Performance

Throughout the fiscal year, supervisors should consistently provide feedback to employees, including a formal mid-year review. Mid-year review documentation should be submitted six months after the employees’ anniversary date/

Incidences where performance is below expectations should be documented and employees should be placed on a Performance Improvement Plan with clear documentation of the concerns and steps the employee should take to rectify these issues. This will help the Village avoid payouts, settlements, and legal action in terminating employees.

The Village should consider implementing [ADP’s Performance Management](#) module to further automate the performance evaluation process and allow to improved tracking of historical employee performance.

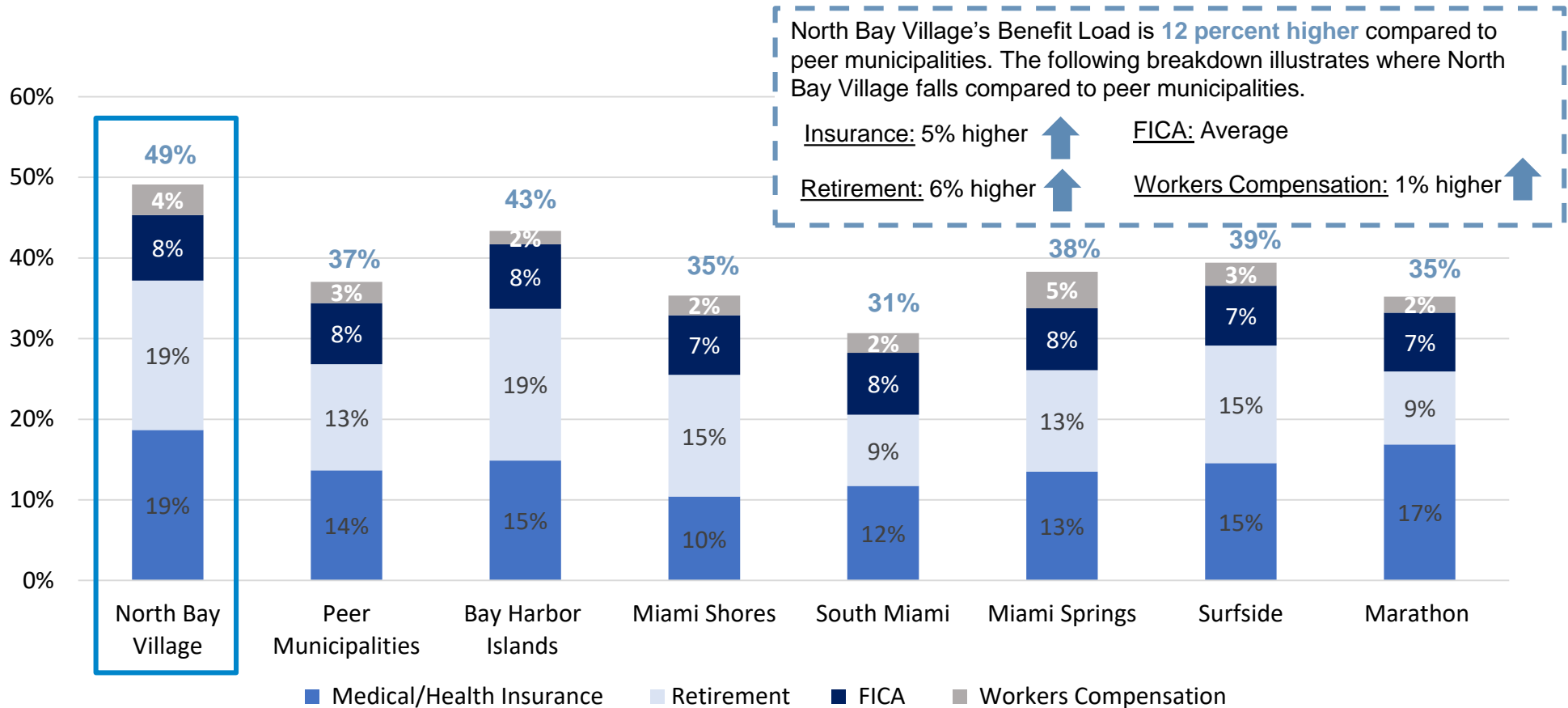
Source: State of Florida Dept of Management Services, Division of Human Resource Management – [Administration of the Performance Management Process](#)

See **Appendix W** for additional information on the performance management process.

2.7 – Employee Benefits

A&M calculated the benefit load for North Bay Village, as well as benchmark municipalities. The benefit load was calculated by adding fringe benefits including, retirement, F.I.C.A., Medical/Health insurance, and workers compensation over the total salary cost for each municipality.

Benefits Load



Recommendation: The Village should take a more active role in monitoring employee's **health/medical insurance** rates and benefits as well as **workers compensation** claims. The Village should also review other benefits including stipends for cell phones, cars, and longevity pay.



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Eight-Week Project Scope:

- Discuss with the Mayor, the Village Commissioners, Interim Village Manager and Department Heads about their current priorities and upcoming challenges and how these topics relate to short- and long-term priorities outside of Task 1 and Task 2.
- Provide advisory recommendations on the delivery of Village services and guidance for Department Heads regarding service delivery based on best practices and benchmarks, as appropriate
- For Departments not captured in Task 1 (Finance) or Task 2 (HR), with priority of review based on size of current year budget and potential opportunity based on preliminary best-practice and benchmark review, provide suggestions for improvement, to include organizational structure, staffing levels, potential training requirements, and aspects of community and economic development that might fall under the normal duties of the City Manager's office, as appropriate and as time allows.
- Assist Mayor and Village Commissioners in the search of permanent Village Manager.

Assessment Approach:

- Interviewed Key Personnel and Consultants:
 - Interim Village Manager
 - Interim Police Chief
 - Acting Public Works Director
 - Interim Village Clerk
 - Finance Director
 - Village Attorney
 - Police Lieutenant
 - Dispatch Manager
 - Code Enforcement Officer
 - Public Works Administrator
 - Fleet Manager
 - Building & Zoning Clerk
 - CAP Building Services
 - LaRue Planning
 - President of Florida Association of City Clerks'
- Reviewed Variety of Data Sources:
 - Village documents including organizational charts, Charter, Codes, and supporting documents
 - Building, Zoning, and Planning Data
 - Police Crime and Staffing Data
 - Building Code Data
 - Fleet Data
 - Public Works Data
 - Parks
 - Minibus
 - Sanitation
 - Utilities
 - Similar data from benchmarking communities

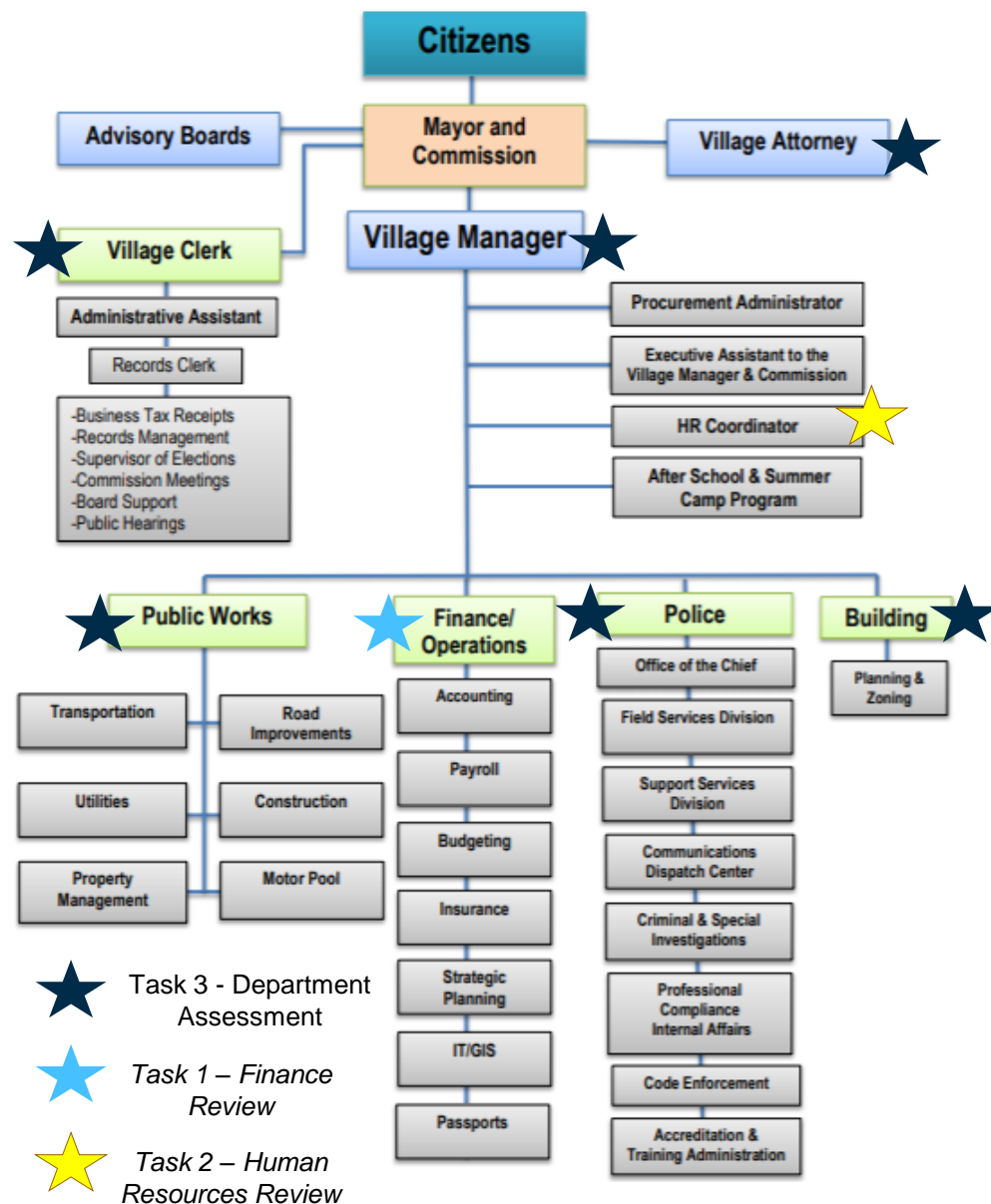
Context and Approach

Context:

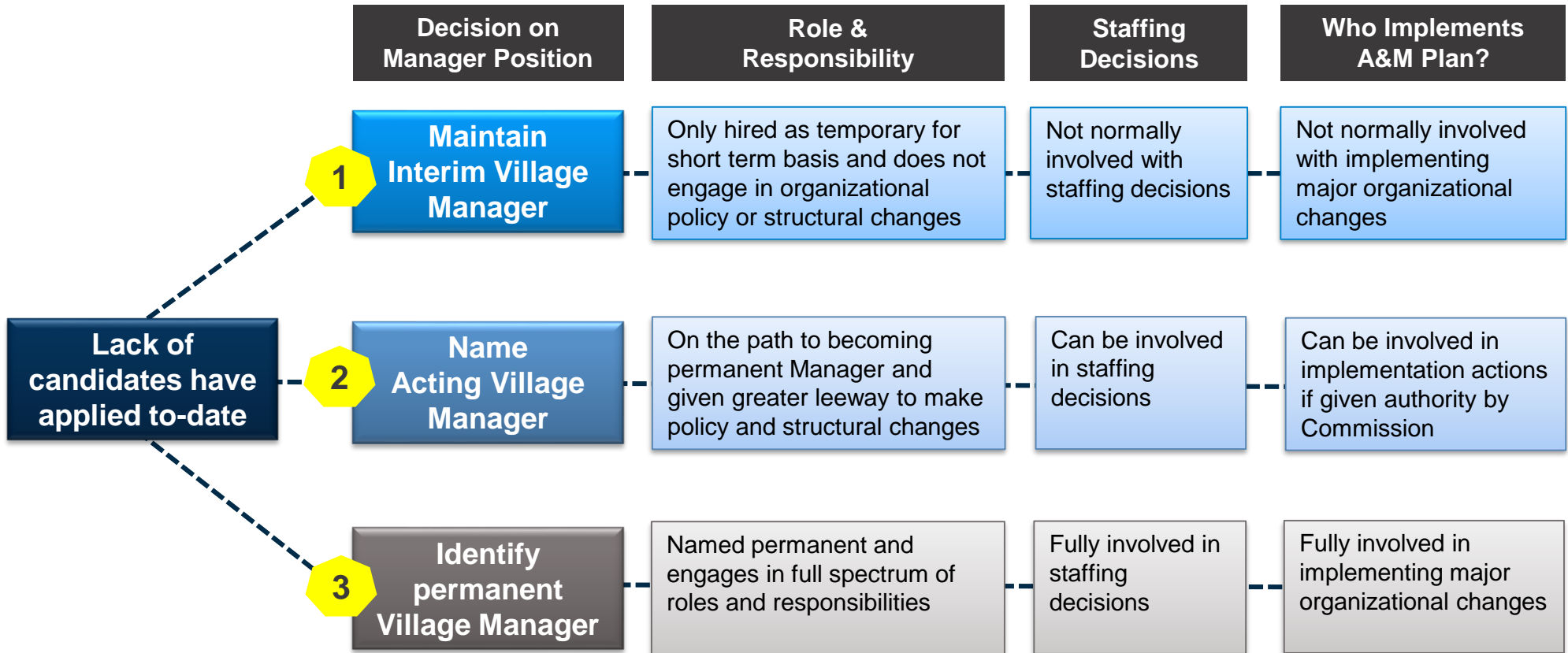
- Alvarez & Marsal (“A&M”) assessed Departments other than Finance and Human Resources for North Bay Village (“the Village”). The Department Assessment includes Building, Police, Public Works, and the positions of Village Manager, Clerk and Attorney (“Department Assessment”). The total budget for these Departments was \$15.1 million in FY2018 or 76.2% of the total budget.
- None of the Departments included in the Department Assessment have permanent and/or designated Department Heads other than the newly hired Clerk and Finance Director. The Public Works Department also currently has no budgeted position for Public Works Director.
- The current Village Manager is also serving in an Interim capacity and the Village is currently evaluating RFPs for the Village Attorney position.

Approach:

- During the eight-week Department Assessment, A&M identified recommendations for the Village’s Departments other than Finance and Human Resources. In addition, A&M developed an implementation plan that position the Village for long-term operational success.
- The A&M team met with staff of the other Departments identified above, as well as other internal stakeholders, to understand the current operations of these other Village Departments and develop implementable recommendations as part of a roadmap to enhance the overall governance of the Village.





Potential Choices and Recommendations







The current Interim Manager was brought on by the Commission to be short term and temporary until a permanent manager was identified. However, to address the critical elements of the A&M Implementation Plan and make needed organizational changes, A&M recommends that the Commission either (a) make the Interim Manager the Acting Manager or (b) make a permanent Manager decision.

Overview of Department Assessment

Building, Police, Public Works, Manager, Clerk and Attorney

Department Head	<ul style="list-style-type: none"> As of 4/5/19, only Finance and the Clerk have permanent/funded Department Head positions while the other Departments have Interim/Acting Heads. While day-to-day work might be getting done, without a Department Head, no one individual is focused on staff management/development, planning for future Department activities or have inputs into the budgeting/procurement processes. 	Indicator
		

Staffing	<ul style="list-style-type: none"> Based on the data and direct observations, it appears most Departments are staffed appropriately for now. In some instances, staff might need to be reallocated within the Department or potentially shared across Departments. In terms of outsourcing, the Public Works Department would appear to offer opportunities in areas such as sanitation and the minibus service. 	Indicator
		

Benchmarking	<ul style="list-style-type: none"> Based on available data from Village Departments and from benchmarking municipalities, Departments do perform mostly within acceptable ranges on a per employee and/or per Department basis. While many benchmarked communities struggle to collect good data, the Village should collect better Key Performance Indicators (KPIs) to analyze performance. 	Indicator
		

A lack of stability at the Village Manager position has led to the perception of organizational mismanagement resulting in many Department Head positions being left undecided or interim leaders not wishing to pursue the permanent position. Detailed Department Assessment Reports are located in **Appendices Y through AD**.

● No Significant Issue
● Moderate Issue
● Significant Issue

With no Department Head and no communication planning between staff and consultants, the Building Department could benefit from identifying a Department Head for better overall management and leadership. 3rd party contracts should be rebid for best pricing. Given observed workloads, benchmarking data, and heavy use of consultants, Department appears to be staffed appropriately for now.

Observations



Department Head



- 3.1 CAP identified as Department Head but does not function as Department Head in terms of staff management/budget/ procurement



Staff



- 3.2 Contracts for CAP and Larue over 5 years old
- 3.3 Roles and Responsibilities of staff are well defined but communication between staff and consultants needs improvement
- 3.4 Staff not participating in annual training



Benchmarking



- 3.5 Some data being collected, but customer service and KPIs are not tracked
- 3.6 Department appears to perform within acceptable range of benchmarking municipalities based on work output per employee

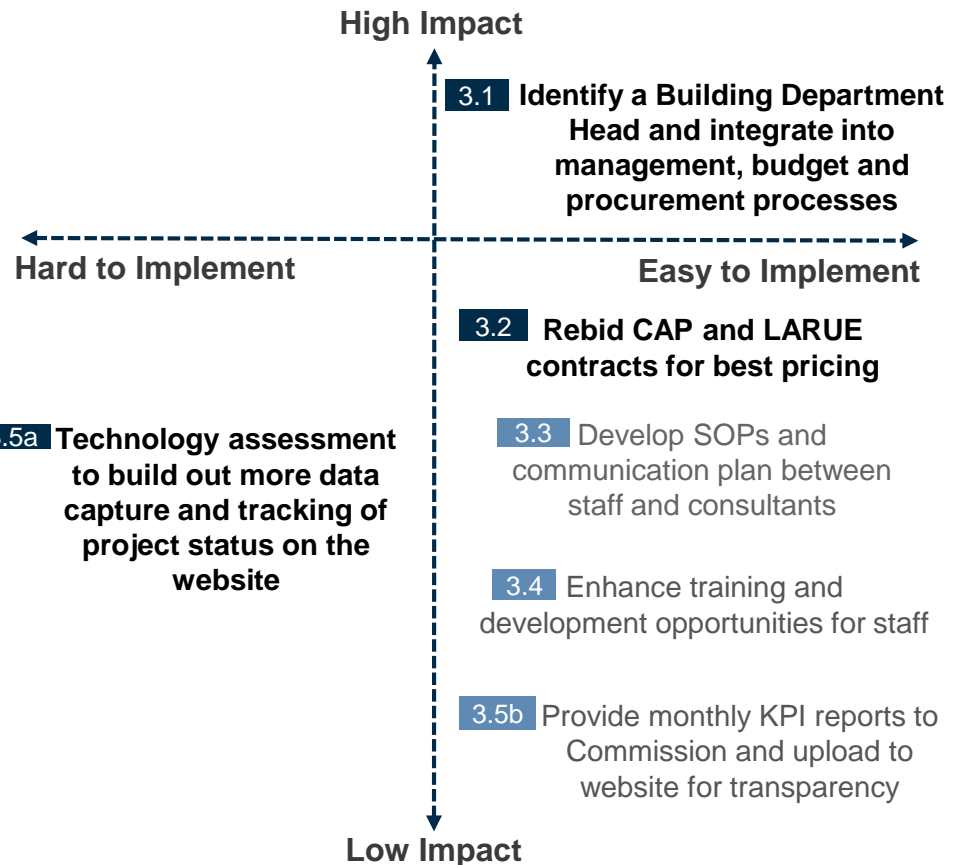


Detailed Building Report Found in Appendix Y

● No Significant Issue ● Moderate Issue ● Significant Issue

Recommendations Matrix

■ Priority Recommendations



The Police Department currently has an Interim Police Chief. Given available data from Department and benchmark municipalities, the Department performs well in areas like Clearance Rates. Data also indicates that the Department likely needs to reallocate staff between Divisions before new hires are considered.

Observations



Department Head

- 3.7 • Interim Police Chief with no timeline to name permanent ●

Staff

- 3.8 • Supervisors are entering and approving officers' timesheets ●
- 3.9 • Many areas still rely on paper-based data entry ●
- 3.10 • Roles and Responsibilities are clear and SOPs are established. ●
- 3.11 • Record maintenance appears to follow appropriate protocols ●
- 3.12 • An informal dispatch review indicated wait time is on average six minutes shorter compared to regional dispatch ●
- 3.13 • Fleet is leased through Enterprise and maintained by Miami Beach. ●

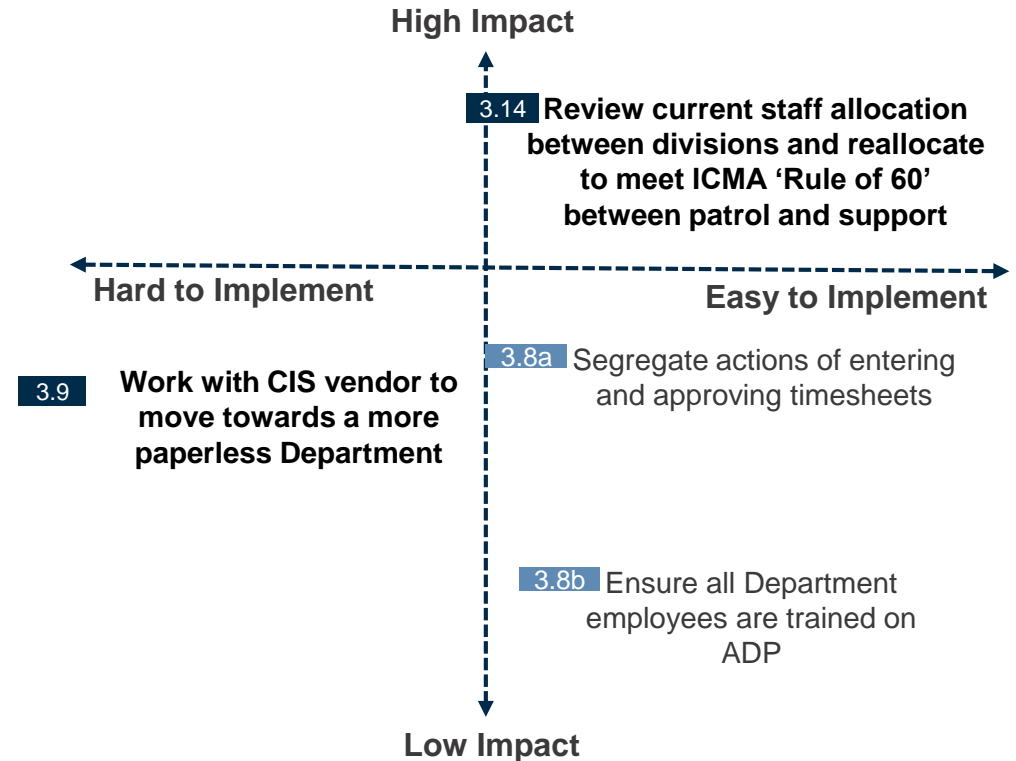
Benchmarking

- 3.14 • Officer staffing per 1,000 inhabitants is 2 officers less than peer municipalities on average. ●
- 3.15 • Officer staffing per 1,000 inhabitants is 0.6 less than the national average for cities of similar size. ●



Recommendations Matrix

■ Priority Recommendations



Detailed Police Report Found in Appendix Z

Executive Summary of Police Dept. – Code Enforcement

Code Enforcement is currently located in the Police Department even though most benchmarking communities have the function located within the Building Department. Given available data, the Division performs well in terms of Code action per employee. Data also indicates Division appears to be staffed appropriately for now or perhaps needing some additional administrative support.

Observations



Department Head

3.16 Recent retirement leaves leadership position open



Staff

3.17 Roles and Responsibilities are clear but there are no SOPs



3.18 Regular reports are not being given to the Commission or uploaded to the website



3.19 Village Codes were rewritten over 1.5 years ago with no input from Code Enforcement staff.



3.20 There is no direct telephone line to Code Enforcement



3.21 Adequate training opportunities are not being offered to staff



Benchmarking

3.22 Of 13 peer municipalities reviewed, only 2 maintain Code in the Police Department.



3.23 Department appears to perform near the top of the acceptable range of benchmarking municipalities based on work output per employee

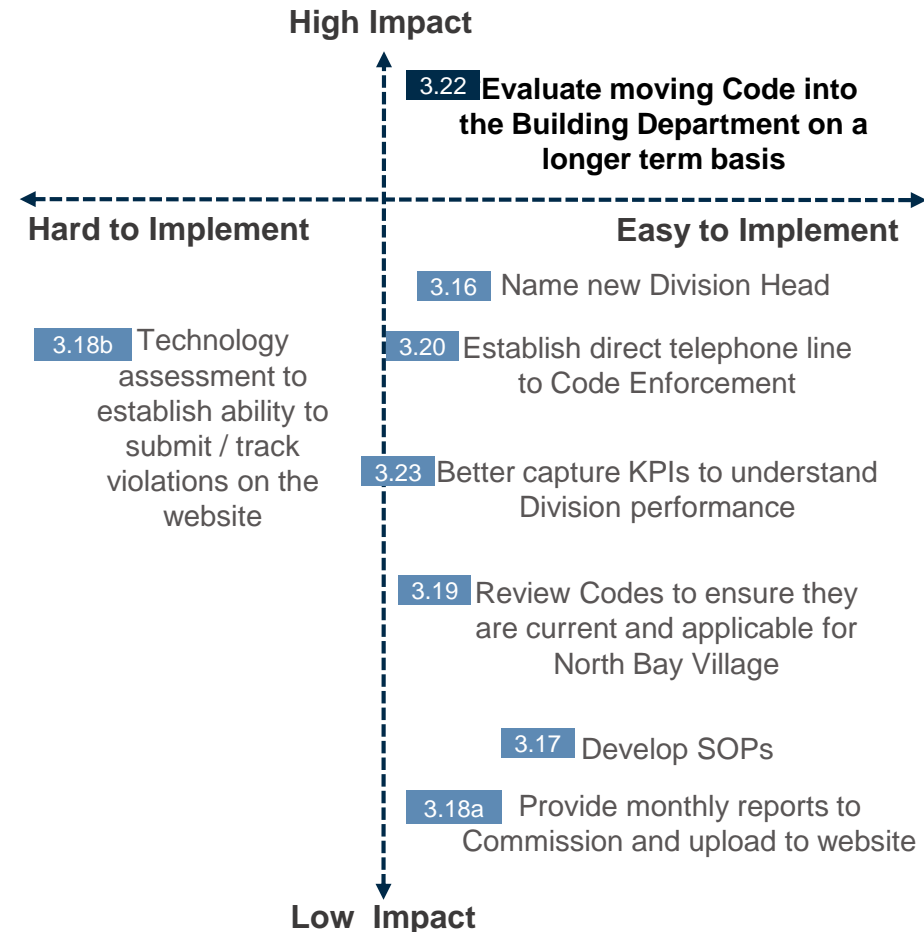


Detailed Code Enforcement Report Found in Appendix Z

● No Significant Issue ● Moderate Issue ● Significant Issue

Recommendations Matrix

■ Priority Recommendations



Fleet Management is currently being conducted on a part-time basis by staff in the Police Department. The fleet is leased through Enterprise and maintained by Miami Beach fleet services. Given the size of the fleet, a full time position is not required but it is recommended that a professionally trained part-time fleet manager is maintained by the Village at all times.

Observations



Department Head

3.24 Fleet Management is currently located in the Police Department and staffed part time



Staff

3.25 Fuel purchase data exists via WEX but relies on manual odometer inputs and the fuel purchase policy is not well defined



3.26 Roles and Responsibilities are clear but no SOPs



3.27 All vehicles are leased from Enterprise and maintained by Miami Beach Fleet Department



3.28 Efforts have been taken to consolidate fleet



3.29 Size of fleet indicates need for professional fleet management and ongoing training



Benchmarking

3.30 KPIs only recently collected and could be improved upon to generate better reporting

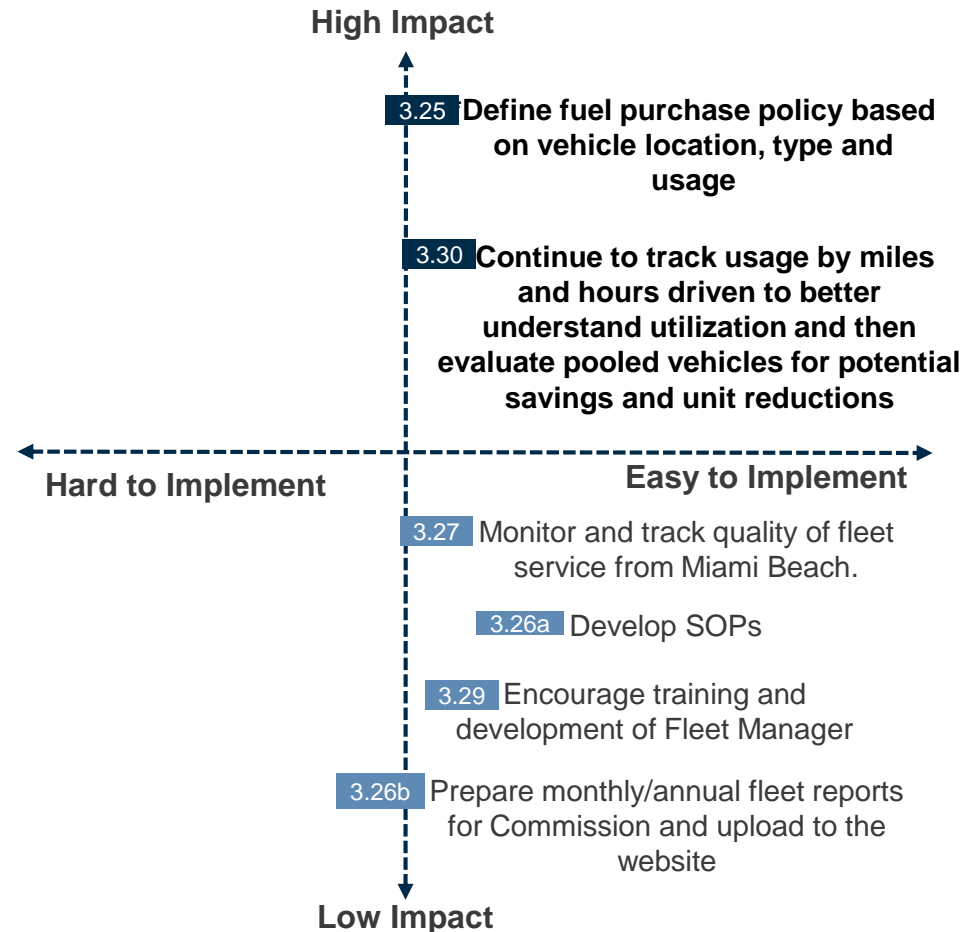


Detailed Fleet Report Found in Appendix Z

● No Significant Issue ● Moderate Issue ● Significant Issue

Recommendations Matrix

■ Priority Recommendations



Executive Summary of Public Works Department

With no budget for a Public Works Director, it is not clear how much the Acting Director is managing the Department including staff management and providing inputs into the budget and procurement processes. KPI data is not readily available so appropriate levels of staffing are difficult to ascertain. Data indicates that sanitation services should be bid out and the minibus service should be evaluated for viability.

Observations



Department Head

3.31 Acting Director not engaged with management/budget or procurement for Department



Staff

3.32 Roles and Responsibilities not well defined



3.33 SOPs and KPIs are not being collected and analyzed



3.34 Minibus ridership is 340 per month/average cost of \$20/ride.



3.35 Utility rates have been constant over last four years but not clear if adequate revenues are being set aside for future projects



3.36 Utility billing not using Tyler System to its full potential



3.37 Department vehicles are maintained by Miami Beach



Benchmarking

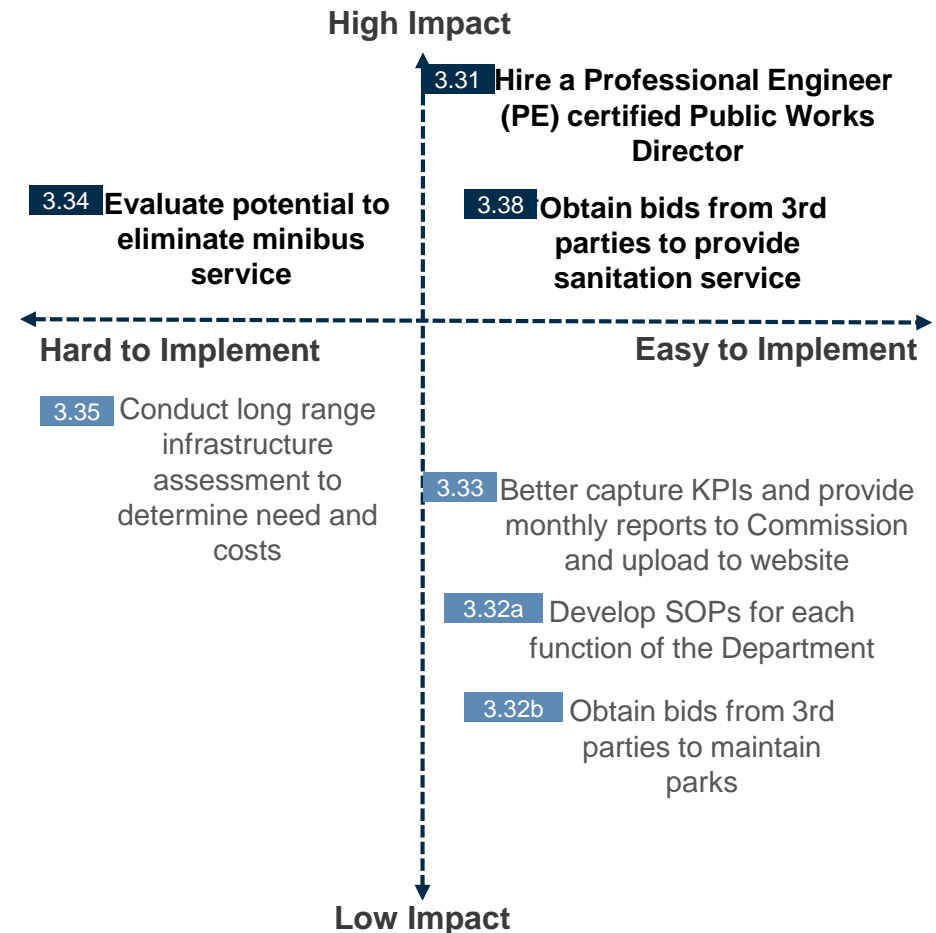
3.38 Sanitation data from benchmarking communities indicates potential need to outsource to 3rd party.



Detailed Public Works Report Found in Appendix AA

Recommendations Matrix

■ Priority Recommendations



Executive Summary of Village Manager Position

Current Village Manager is serving in an interim capacity with no clear timeframe to name a permanent Manager. Given the recent transitional nature of the position, there is a clear lack of leadership and management on the part of the position (not the current individual serving as Interim) and the permanent Manager should work closely with Commission on making numerous improvements.

Observations



Department Head

3.39 Interim Village Manager and unclear when permanent will be named



3.42a Identify lead on implementation recommendations outlined by A&M and approved by the Commission



N/A



Staff

3.40 Chain of command and communication issues exist between staff, Department Heads, Village Manager and the Commission

3.41 Many contracts over five years old need to be rebid such as telephone service and USPS contract

3.42 There is a lack of stable leadership coming from this critical leadership position and minimal inputs in budget and procurement processes

3.43 Commission not performing annual review for Manager

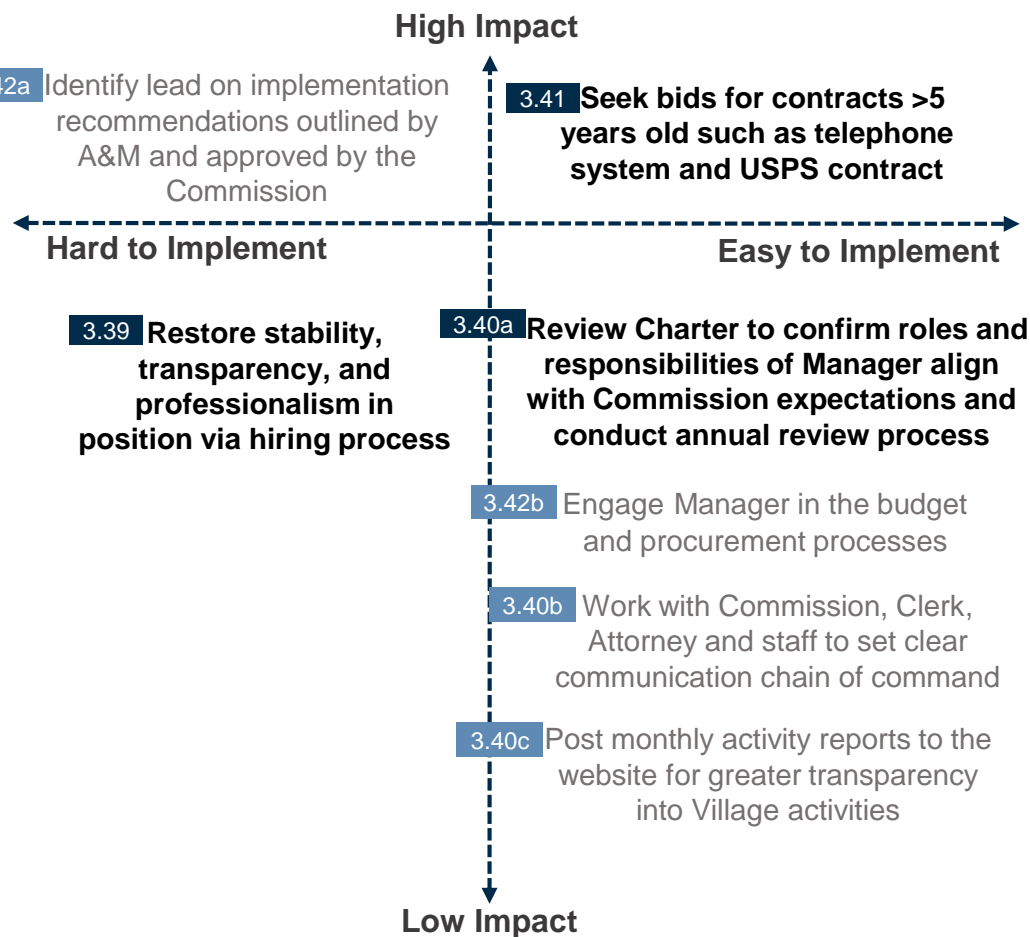


Benchmarking

3.44 N/A

Recommendations Matrix

■ Priority Recommendations



Detailed Manager Report Found in Appendix AB

● No Significant Issue ● Moderate Issue ● Significant Issue

Summary of Village Clerk Position

A Village Clerk was recently hired after Village was served by an Interim Clerk. There are no SOPs for the Department and no specific SOPs for document management. In addition, the Clerk's office is expected to generate significant amount of paper given the volume of agenda packets. According to benchmark data, the Clerk should have at least one Deputy Clerk with potential additional support.

Observations



Department Head

3.45 New Village Clerk hired



Staff

3.46 No SOPs for the saving, storing, and disposal of Village documents



3.47 Currently generating a large volume of paper on a monthly basis



3.48 Roles and Responsibilities are not well defined and there are no SOPs for the Department



3.49 Performing administrative duties for other Departments



3.50 Commission not performing annual review for Clerk



Benchmarking

3.51 With no Deputy Clerk, peer communities reviewed have an average staff size of 2.5 full time staff.

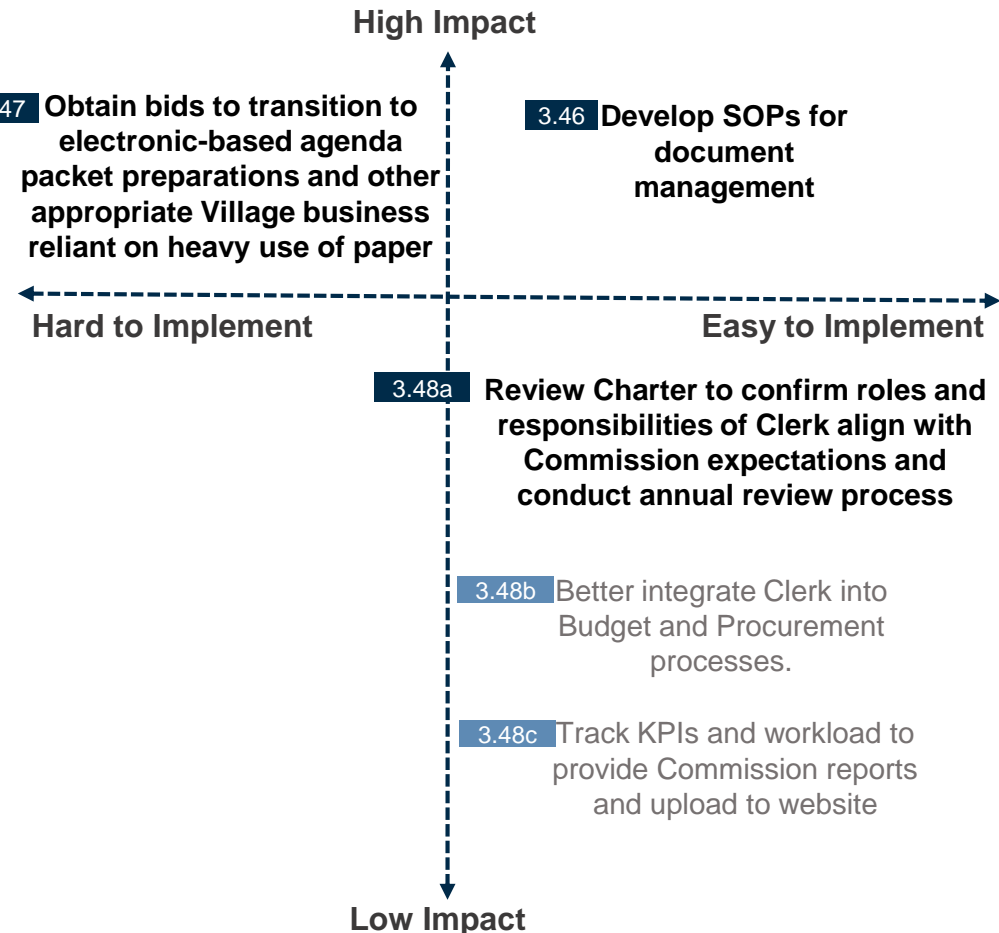


Detailed Clerk Report Found in Appendix AC

● No Significant Issue ● Moderate Issue ● Significant Issue

Recommendations Matrix

■ Priority Recommendations




Summary of Village Attorney Position

The Village is currently being served by an Interim Village Attorney. However, RFPs were recently issued and are being evaluated. Charter is not clear as to when Village Attorney needs to seek Commission approval on decisions to hire other legal experts or make a spending decision.

Observations





Department Head


3.52 Village currently served by Interim Village attorney but RFPs being evaluated 



Staff


3.53 Attorney does not appear to be providing monthly status reports to post to Village website 

3.54 Appears to be lack of clarity as to when Attorney needs to seek Commission guidance when it comes to hiring 3rd party legal subject matter experts 

3.55 Commission is not currently performing annual review for the Attorney 



Benchmarking

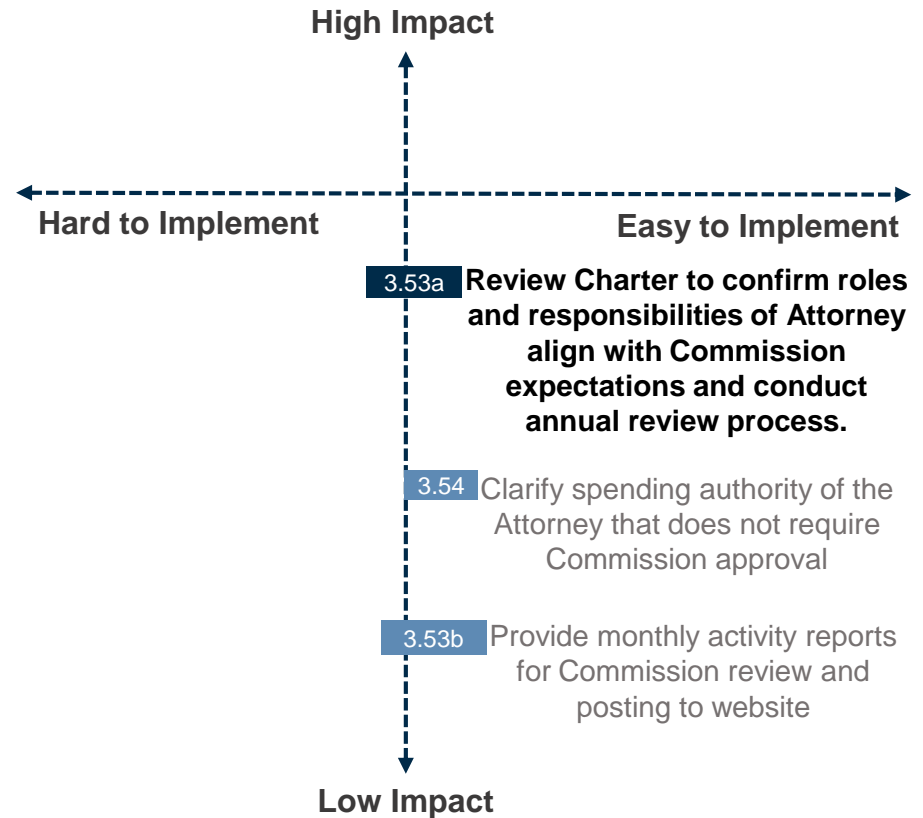
3.56 Of the ten peer communities in Florida reviewed, only two maintain in house staff attorneys (Miami Beach and Marathon) 

Detailed Building Report Found in Appendix AD

 No Significant Issue  Moderate Issue  Significant Issue

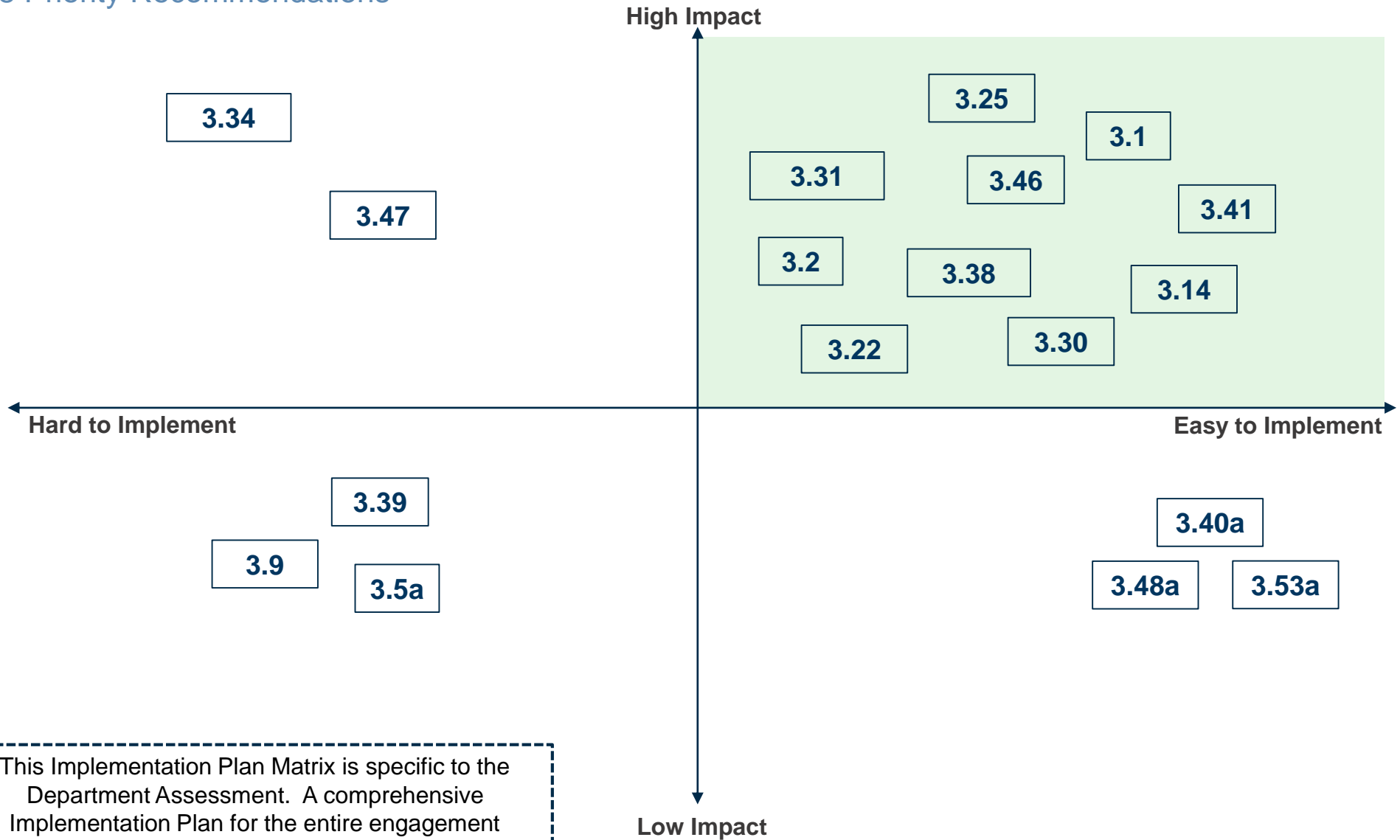
Recommendations Matrix

 Priority Recommendations



Department Assessment Implementation Plan

18 Priority Recommendations



This Implementation Plan Matrix is specific to the Department Assessment. A comprehensive Implementation Plan for the entire engagement (Finance, Human Resources and Department Assessment) is presented in Appendix E.

Summary of Priority Recommendations

By Department

Department	Of 47 Total Recommendations - 18 Priority Recommendations Based on Impact and Ease of Implementation	Rec #
Building Building, Planning and Zoning	<ul style="list-style-type: none"> • Identify a Building Department Head and integrate into management, budget and procurement processes • Rebid CAP and LaRue contracts for best pricing • Conduct a technology assessment to build out more data capture and tracking of project status on the website 	3.1 3.2 3.5a
Police Police, Code Enforcement, and Fleet	<ul style="list-style-type: none"> • Work with CIS vendor to move towards a more paperless Department • Review current staff allocation between divisions and reallocate to meet ICMA 'Rule of 60' between patrol and support • Evaluate moving Code into the Building Department on a longer term basis • Define fuel purchase policy based on vehicle location, type and usage • Continue to track usage by miles and hours driven to better understand utilization and then evaluate pooled vehicles for potential savings and unit reductions 	3.9 3.14 3.22 3.25 3.30
Public Works Roads, Parks, Minibus, Sanitation, and Utilities	<ul style="list-style-type: none"> • Hire a Professional Engineer (PE) certified Public Works Director • Evaluate potential to eliminate minibus service • Obtain bids from 3rd parties to provide sanitation service 	3.31 3.34 3.38
Village Manager	<ul style="list-style-type: none"> • Restore stability, transparency, and professionalism in position through hiring process • Review Charter to confirm Roles and Responsibilities of Manager align with Commission expectations and conduct annual review process • Seek bids for contracts >5 years old such as telephone system and USPS 	3.39 3.40a 3.41
Village Clerk	<ul style="list-style-type: none"> • Develop SOPs for Village-wide document management • Obtain bids to transition to electronic-based agenda packet preparations and other appropriate Village business reliant on heavy use of paper • Review Charter to confirm Roles and Responsibilities of Clerk align with Commission expectations and conduct annual review process 	3.46 3.47 3.48a
Village Attorney	<ul style="list-style-type: none"> • Review Charter to confirm Roles and Responsibilities of Attorney align with Commission expectations and conduct annual review process. 	3.53a



- I. Executive Summary
- II. Task 1 – Financial Operational Assessment
- III. Task 2 – Human Resources Assessment
- IV. Task 3 – Village Management Advisory Support (and Assessment of Other Departments)
- V. Appendix

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A. About Alvarez & Marsal – Overview

Founded in 1983, A&M delivers tangible results to organizations seeking to improve performance all across the world.



35
Years

3,500+
Employees

4
Continents

53
Offices

20+
Countries

A. Sample A&M Public Sector Clients

A&M has strong public sector credentials, including deep local and municipal government expertise.

Deep Local and Municipal Expertise



Strong Public Sector Credentials



The A&M Team was engaged by North Bay Village to conduct an independent evaluation and assessment of the Finance and Human Resources functions as well as a review of the Village Manager and other departments.

Task 1: Financial Operational Assessment

- ✓ Review of current operating policies, business procedures and practices for the collection of revenues
- ✓ Review of the current policies, procedures and practices for cash management
- ✓ Review of current operating, procurement and accounts payable procedures and practices and controls
- ✓ Review of budgeting and capital planning processes and planning assumptions for the current fiscal year
- ✓ Validate accounting for debt service and any reserve requirements for principal and interest
- ✓ Review payroll processes and controls for proper payment of employees
- ✓ Review of prior year audit management letter and internal controls

Task 2: Human Resources Assessment

- ✓ Review of existing Village policies and procedures and controls to evaluate the alignment of resource management practices with best practices in personnel management.
- ✓ Review the current organizational structure, compare to benchmarks, as appropriate, and make recommendations for improvement
- ✓ Review internal training and development requirements and opportunities and recommend potential improvements to attract and maintain quality and well-trained staff
- ✓ Review processes related to creation and utilization of job descriptions as well as performance evaluation process, and compare to best practices, as appropriate, and make recommendations for improvement

Task 3: Village Management Advisory Support

- ✓ Discuss with the Mayor, the Village Commissioners, Interim Village Manager and Department Heads the current priorities and upcoming challenges
- ✓ Provide advisory recommendations on the delivery of Village services and guidance for Department Heads regarding service delivery based on best practices and benchmarks
- ✓ For Departments not captured in Task 1 (Finance) or Task 2 (HR), provide suggestions for improvement, to include organizational structure, staffing levels, potential training requirements, and aspects of community and economic development
- ✓ Assist Mayor and Village Commissioners in the search of permanent Village Manager

B. Project Team Overview

A&M's team of professionals engaged in the North Bay Village assessment has extensive experience in managing and transforming government operations and financial management.



Tom Shaffer | Managing Director & Co-National Practice Leader

- Served as interim CFO for a large government agency and two private equity-owned companies
- Has led several operations and finance-focused efficiency assessments, including for U.S. Postal Service, Oklahoma, and commercial organizations
- Served as Interim SVP of Finance for a large defense contractor based in South Florida
- Prior to A&M, Special Advisor to the CFO of the FBI, where he held Top Secret / SCI Clearance
- Former Adjunct Finance Lecturer, Georgetown University
- Certified Project Management Professional (PMP)
- BA in Economics, University of Pennsylvania
- MBA, Harvard Business School



Mark Howard | Managing Director & State and Local Practice Lead

- 35+ years of experience as an executive consultant to governments,
- Primary areas of concentration include back-office operations transformation, financial/budgeting management and government performance management
- Served 10 years in city management as Department Head, Budget Director, Deputy City Manager, and City Manager for cities in Texas, Colorado and Wisconsin
- Prior to joining A&M, Mr. Howard spent 23 years with Accenture where he most recently served as Global Lead for the Public Administration/Regulatory industry group
- BA in History, Northwestern University
- MPA, LBJ School at the University of Texas-Austin



Nancy Zielke | Senior Director

- 35+ years in state and local government budgeting; operational and performance improvement strategies; and financial restructurings
- Has led numerous operational and financial efficiency assessments
- Served as interim Executive Budget Director for Detroit Public Schools and Planning and Budget Director for SC Department of Health & Human Services
- Prior to A&M, held key CFO and Budget Officer roles at the City of Kansas City, KS; KS BPU and University of Missouri– KC
- Past President, Government Finance Officers Association
- BA in Business Administration, Adrian College
- MPA, University of Kansas
- Emergency Manager Certification, Michigan State University



Sheena Gordon | Director

- 10+ years of financial management and data analysis experience across private and public sectors
- Supported of statewide and agency efficiency reviews for the States of Wyoming, Rhode Island, and Indiana, and the City of Dallas, TX
- Led financial management assessment for the Town of Ramapo, NY
- Provided budget and financial management support for a Pennsylvania human services agency
- Prior to A&M served as a Budget Analyst for the New York City Mayor's Office of Management Budget, and held research analyst roles at Fitch Ratings and Roosevelt & Cross, Inc.
- BA in Economics, Barnard College – Columbia University
- MBA Columbia Business School
- Prosci® Certified Change Management Professional



Matt McCleary | Director

- 18+ years in public and private sector advisory consulting services including real estate, infrastructure, and economic development
- Former Village Administrator and interim Community Development Director
- Managed pre-development efforts for mixed use project for the City of Twentynine Palms' \$30M downtown revitalization project
- Previously managed AECOM's Economics team in Southern California that focused on maximizing value of public land
- Certified Project Management Professional (PMP)
- MA in Political Science, Illinois State University
- BS in Business Administration, University of North Iowa



Katherine Stadler | Analyst

- Supports financial assessments and statewide efficiency reviews and has experience in both financial and operational restructuring services.
- Primary focus areas include improving internal controls, financial analysis, continuous quality improvement and policy analysis
- Helped to restructure internal and financial controls of a municipality related to a court settlement to improve financial management
- Prior to joining A&M, Katherine worked in the House of Representatives and the Texas State government where she assisted in developing financial and economic policy to improve fiscal responsibility
- BBA in Finance, The University of Texas at Austin

C. Cost Savings Methodology (1 of 2)

Department	Recommendation	Annual Cost Savings in Steady State		Savings Methodology
		Low	High	
Finance	Optimizing Technology	\$85,000	\$85,000	Eliminating the Accountemps contract for Accounts Payable support within the Finance Department.
Finance	Enhanced Procurement Processes	\$141,084	\$229,636	Reduction in total procurement by 4.7 to 7.7 percent spend due to enhanced oversight and cooperative purchasing, based on A&M experience in strategic sourcing.
Finance	Investment: Elevate Finance Director role to a Chief Finance Officer	(\$14,975)	(\$29,875)	Increase from current Finance Director salary to salary range for municipal CFO roles posted on public job boards, including benefits.
Human Resources	Performance Evaluations	-	\$63,090	Average spend in termination settlements between 2016 and 2018.
Human Resources	Benefits	\$141,647	\$283,295	Bringing health insurance and workers compensation inline with peer municipalities. Represents reducing Health/Medical Insurance and Workers Compensation by a range of 3 to 6 percent
Human Resources	Reinstate HR Clerk/Special Events Coordinator in lieu of HR Coordinator	\$26,252	\$26,252	Reduction from the current HR Coordinator salary to the previous HR Clerk and Special Events Coordinator salary, including benefits.
Human Resources	Investment: Reinstate HR Director position	(\$107,280)	(\$137,080)	Salary range for municipal HR Director roles posted on public job boards, including benefits.
Building	Rebid contracts	\$14,780	\$24,634	Reducing the current contract for LaRue/Cap by 2 to 3 percent.
Building	Identify Department head function	\$7,500	\$11,250	Reduction of 50 to 75 hours of consultants' time based on improved communication at \$150 an hour.
Police	Fuel Policy	\$2,200	\$4,400	Savings between 2 percent and 4 percent by implementing fuel policy and monitoring fleet usage on FY2019 budgeted fuel cost.

C. Cost Savings Methodology (1 of 2)

Department	Recommendation	Annual Cost Savings in Steady State		Savings Methodology
		Low	High	
Public Works	Eliminate Minibus Service	\$19,300	\$85,000	At an average of 12 riders /day the current cost of a minibus passenger averages \$20 / ride. Assuming if each individual took a ride share such as Uber/Lyft at an average cost of \$15 provides a service comparable to the minibus service would cost \$65,000.
Public Works	Investment: Reinstate Public Works Director	(\$138,180)	(\$191,274)	Salary range based on the current Public Works Director job posting, including benefits.
Manager	Investment: Increase Manager salary to market rate	(\$59,600)	(\$81,950)	The low end of the savings range represents the difference between the low end of the benchmark municipalities' manager salaries and the current manager salary. The high end is the difference between the average manager salary for the benchmark municipalities and the current Village Manager salary.
Manager	Investment: Hire a chief of staff to support the Village Manager	0	(\$32,900)	Increase on the high end represents the difference between the salary of the Executive Assistant to the Village Manager and the high end of the salary range in the job posting.

D. Recommendations Matrix Index (1 of 2)

#	Recommendation
<u>Financial Operational Assessment</u>	
1.1	Elevate Finance Department leadership role to Chief Financial Officer
1.2	Establish policies to govern the Village’s core financial management functions
1.3	Adopt all policies, including those of the Finance Department, through the Village Commission resolution process
1.4	Optimize the use of Tyler system to support financial management functions
1.5	Restructure procurement process to reduce to improve controls on Village purchases
1.6	Identify an appropriately trained procurement staff person to manage the Village’s purchasing processes
1.7	Enhance use of ADP to reduce the number of manual payroll processes
1.8	Increase cash management practices to provide additional security for Village funds
1.9	Expand the annual budget process to drive collaboration and increased analysis of requests
1.10	Separate tax levy issued for debt service from the General Fund
1.11	Consider opportunities to outsource Finance functions
<u>Human Resources Operational Assessment</u>	
2.1	Create an HR Director position to lead the department in line with the Villages organizational strategy and priorities
2.2	Clarify reporting lines and chain of command across Village employees
2.3	Establish required training and process for identifying employee and department-specific trainings
2.4	Follow a consistent procedure for recruiting employees and track applicants through each stage of the process
2.5	Review job descriptions annually to ensure employees are completing required tasks and key functions are appropriately assigned
2.6	Expand the current performance evaluation process to include goal setting and a mid-year review
2.7	Manage benefits administration to ensure costs are reasonable and negotiated broker rates are competitive

D. Recommendations Matrix Index (2 of 2)

#	Recommendation
Other Department Assessment	
3.1	Identify Department Head “function” from administrative/budget/procurement perspectives
3.2	Rebid contracts for consulting services and negotiate best pricing
3.5a	Technology assessment to build out more capabilities to track projects and Department performance on the website
3.9	Technology assessment to understand where savings and efficiencies can be found in areas that are still paper-based
3.14	Review staff allocation between Divisions and reallocate staff before any new hires are considered
3.22	Potentially move Code Enforcement into Building Department
3.25	Define fuel purchase policy based on vehicle location, type and usage
3.30	Better track correlation of fuel usage to vehicle utilization to identify low-use vehicles and drive towards fleet right-sizing
3.31	Hire PE Certified Public Works Director with management and budgeting skills
3.34	Evaluate potential of eliminating minibuss service
3.38	Bid out sanitation services to understand alternative levels of service and cost
3.39	Restore stability, transparency, and professionalism in position through hiring process
3.40a	Establish roles and expectations with Commission and conduct annual review process
3.41	Seek bids for contracts >5 years old such as telephone system and USPS
3.46	Develop SOPs for Village-wide document management
3.47	Seek bids for electronic based agenda packets and other paper intensive activities
3.48a	Establish roles and expectations with Commission and conduct annual review process
3.53a	Establish roles and expectations with Commission and conduct annual review process

E. Implementation Plan Detail (1 of 5)

	Owner	May 2019	Jun 2019	Jul 2019	Aug 2019	Sep 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2020	Feb 2020	Mar 2020	Apr 2020
Project Management Office	Chief of Staff	[Solid blue bar]											
Identify appropriate PMO lead and support structure	Manager	[Light blue bar]											
Prioritize initiatives for implementation		[Light blue bar]											
Develop PMO tools			[Light blue bar]										
Finalize implementation project plan for each initiative			[Light blue bar]										
Track and monitor implementation				[Light blue bar]	[Light blue bar]	[Light blue bar]	[Light blue bar]	[Light blue bar]	[Light blue bar]	[Light blue bar]			
Evaluate implementation progress											[Light blue bar]	[Light blue bar]	[Light blue bar]
Finance Department	CFO	[Solid blue bar]											
Establish enhanced CFO role	Manager		[Light blue bar]	[Light blue bar]	[Light blue bar]								
Establish finance policies	CFO			[Light blue bar]	[Light blue bar]	[Light blue bar]							
Optimize Tyler system	Sr. Accountant			[Light blue bar]	[Light blue bar]	[Light blue bar]	[Light blue bar]	[Light blue bar]	[Light blue bar]				
Restructure the procurement process	Procurement Manager			[Light blue bar]	[Light blue bar]	[Light blue bar]	[Light blue bar]						
Enhance use of ADP	Accountant		[Light blue bar]	[Light blue bar]	[Light blue bar]	[Light blue bar]							

E. Implementation Plan Detail (2 of 5)

	Owner	May 2019	Jun 2019	Jul 2019	Aug 2019	Sep 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2020	Feb 2020	Mar 2020	Apr 2020
Finance Dept. (cont.)	Finance Director		[Gantt bar from Jun 2019 to Feb 2020]										
Increase cash management oversight	CFO		[Gantt bar from Jun 2019 to Aug 2019]										
Expand annual budget process	CFO			[Gantt bar from Jul 2019 to Nov 2019]									
Separate tax levy received for debt service	Sr. Accountant					[Gantt bar in Sep 2019]							
Consider opportunities to outsource finance functions	Village Manager								[Gantt bar from Dec 2019 to Feb 2020]				
Human Resources	HR Director		[Gantt bar from Jun 2019 to Nov 2019]										
Hire HR Director	Village Manager		[Gantt bar from Jun 2019 to Aug 2019]										
Clarify reporting lines and chain of command	HR Director			[Gantt bar in Jul 2019]									
Establish required training modules	HR Director			[Gantt bar from Jul 2019 to Sep 2019]									
Establish process for employee-specific training	HR Director				[Gantt bar from Aug 2019 to Oct 2019]								
Restructure and track recruiting process	HR Director					[Gantt bar in Sep 2019]							
Review job descriptions	Manager/ HR Director						[Gantt bar in Oct 2019]						
Expand performance evaluation process	HR Director						[Gantt bar from Oct 2019 to Dec 2019]						

E. Implementation Plan Detail (3 of 5)

	Owner	May 2019	Jun 2019	Jul 2019	Aug 2019	Sep 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2020	Feb 2020	Mar 2020	Apr 2020
HR Department (cont.)	HR Director		[Dark Blue Bar]										
Manage benefits administration	HR Director					[Light Blue Bar]							
Village Manager	Commission / Manager		[Dark Blue Bar]										
Restore stability/professionalism in Manager position via hiring process	Commission		[Light Blue Bar]										
Seek bids for contracts >5 years old	Manager / Procurement				[Light Blue Bar]								
Establish Manager roles and expectations and conduct review	Commission / Manager		[Light Blue Bar]										
Police Department	Police Chief		[Dark Blue Bar]										
Review staff allocation between Divisions and reallocate staff	Police Chief			[Light Blue Bar]									
Conduct technology assessment to eliminate paper-based systems	Police Chief or Designee		[Light Blue Bar]										
Define fuel purchase policy based on vehicle location, type and usage	Fleet Manager		[Light Blue Bar]										
Create reports to track correlation of fuel usage to vehicle utilization	Fleet Manager		[Light Blue Bar]										
Building Department	Village Manager		[Dark Blue Bar]										
Rebid contracts for consulting services and negotiate best pricing	Manager / Procurement			[Light Blue Bar]									

E. Implementation Plan Detail (4 of 5)

	Owner	May 2019	Jun 2019	Jul 2019	Aug 2019	Sep 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2020	Feb 2020	Mar 2020	Apr 2020
Building Department (cont.)	Village Manager		[Dark Blue Bar]										
Identify Department Head "function"	Village Manager		[Light Blue Bar]										
Conduct technology assessment to enhance website capacity	B&Z Clerk					[Light Blue Bar]							
Public Works Department	P.W. Director		[Dark Blue Bar]										
Hire PE Certified Public Works Director with management and budgeting skills	Village Manager		[Light Blue Bar]										
Bid out sanitation to understand alternative levels of service/cost	P.W. Dir / Procurement				[Light Blue Bar]								
Evaluate potential of eliminating minibus service	Chief of Staff				[Light Blue Bar]								
Village Clerk	Commission / Clerk				[Dark Blue Bar]								
Establish Clerk roles and expectations and conduct review	Commission				[Light Blue Bar]								
Seek bids for electronic agenda packets and other paper activities	Village Clerk					[Light Blue Bar]							
Develop SOPs for Village-wide document management	Village Clerk				[Light Blue Bar]								

E. Implementation Plan Detail (5 of 5)

	Owner	May 2019	Jun 2019	Jul 2019	Aug 2019	Sep 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2020	Feb 2020	Mar 2020	Apr 2020
Village Attorney	Commission / Attorney												
Establish Attorney roles and expectations and conduct review	Commission												

F. PMO Functional Support Opportunities

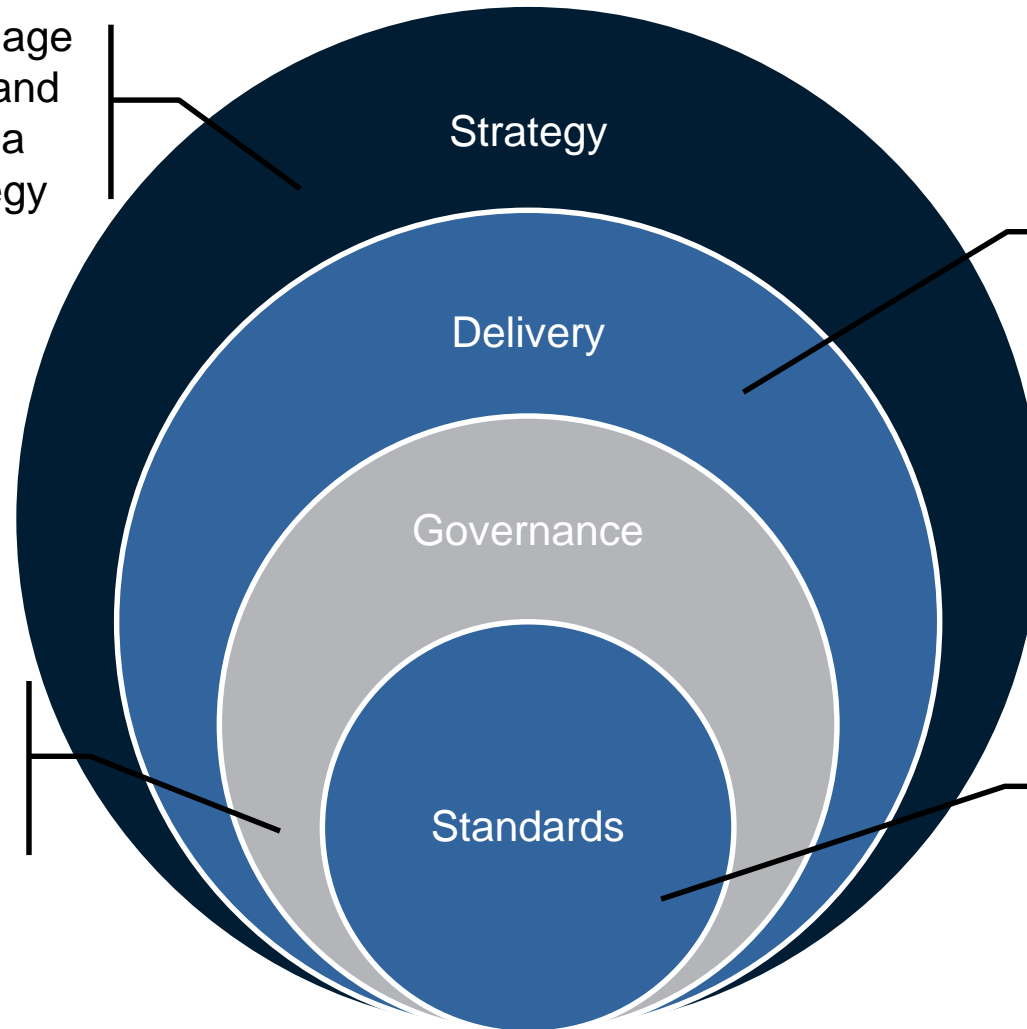
A&M recommends that the Village establish a PMO function will ensure that recommendations are effectively implemented systematically, on-time, and on-budget

Communication with Village Manager, Leadership, and stakeholders to build a cohesive project strategy

Work with project teams to make sure the project has the appropriate resources to be successful

Partners with the Village Manager and Steering Committee for sound project governance

Track the project performance indicators to measure performance



Consistent monitoring of performance metrics associated with each of the recommendations will help to ensure the projects have the intended impact. Identified PMO Lead should consistently track key metrics.



Project Schedules

Refine the implementation plan provided by A&M to provide guidance to initiative leads on the expected timeline for each recommendation.



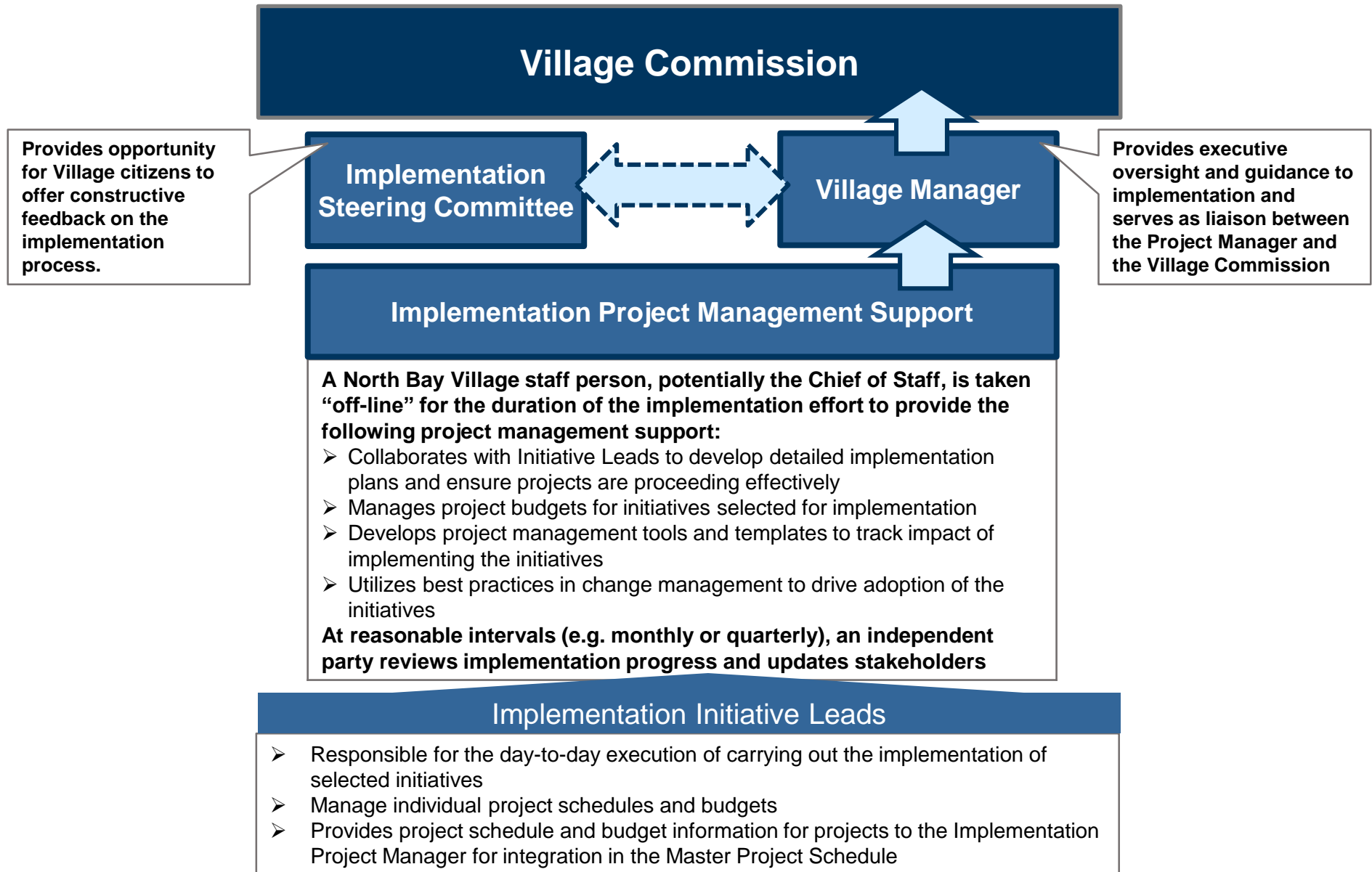
Performance Metrics

Based on metrics identified by the project teams, the PMO will support the state in evaluating the impact of efficiency initiatives and identify opportunities to maximize effectiveness.



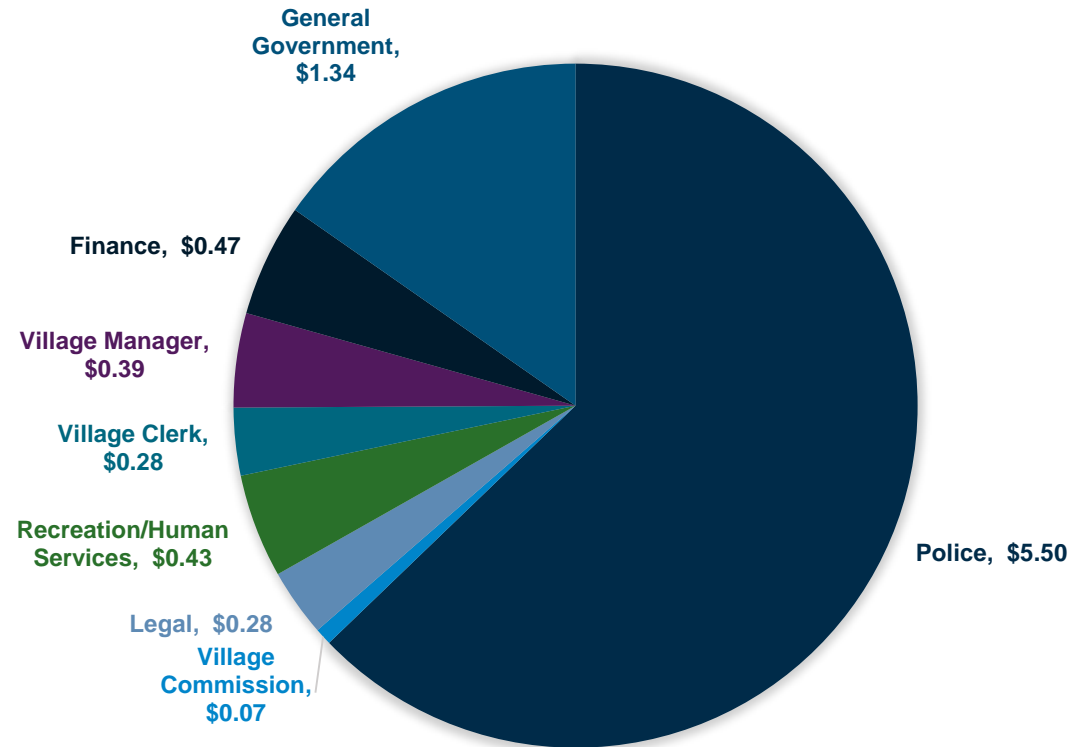
Risks & Issues

Throughout the Implementation Phase, the PMO team will work with project teams to identify risks and issues, while developing risk management strategies.



- FY19 adopted General Fund (GF) is a total of \$8,796,762
- The Police Department is the leading expense of the Village, at 62.6% of GF expenditures
- The reserved GF fund balance is 29.4% of GF expenditures, in line with the Village Charter requirement of 20%
- The FY19 budget eliminated the positions of Deputy Village Manager/Human Resources Director and the Deputy Village Clerk. It includes a new full-time Procurement Administrator.
- There are 64 authorized positions funded by the General Fund, 13 by Special Revenue Funds, and 11 by Enterprise Funds

GENERAL FUND EXPENDITURES BY DEPARTMENT FY19
(IN MILLIONS)



H. Finance Leadership: Current vs. Recommended State

The Village's Finance Department is currently run by a Finance Director. A&M recommends that the Village elevate the role to a Chief Finance Officer ("CFO"), responsible not only for leading the Village's financial management processes and procedures, but also for implementing a future-focused strategy for the Finance function.

Function	Observation	Recommendation	Prioritization
Finance	Accounting processes are managed within the Finance Department and are currently supported by the Sr. Accountant, Accountant, and a temporary employee who processes Accounts Payable.	Split duties for the accounting function between the Sr. Accountant and the Accountant and engage Department Heads in actively managing their finances.	Medium
Procurement	Procurement does not have clear oversight, leading to lack of control on spending and inadequate vendor management.	Hire a Procurement Manager within the Finance Department to oversee the Village's purchasing function.	High
Payroll	Payroll is managed within the Finance department with some involvement from the Human Resources Coordinator.	Streamline the payroll process within the ADP system to allow Finance Department staff to devote time to higher value add activities.	High
Grants	Grants are managed by a third-party contractor and report into the Village Manager.	Manage the grants contractor within the Finance Department, including any tracking and monitoring required to support the funding.	Medium
IT	IT is supported by a third-party contractor who reports into the Village Manager.	Shift oversight of the IT contractor to the Finance Department.	Medium
Front Desk	The Front Desk is supervised by the Front Desk Services Supervisor, with some involvement from the Finance Department. The Front Desk currently reports to the Village Manager.	Shift oversight of the Front Desk to the Finance Department.	High
Treasury Management	There is no clear oversight of the Village's treasury and investment practices.	Establish clear structure for treasury management within the Finance Department, governed by policies in line with best practices.	Medium

I. Financial Policies (1 of 3)

North Bay Village does not have clearly documented financial policies. Based on best practices, there should be documented policies for key financial functions that help to guide processes and procedures.

#	Policy	Current Policy	Recommendation
1	Fund Balance/ Reserve	The Charter indicates that the General Fund shall maintain a reserved balance of 20 percent of the current year General Fund budget. Enterprise Funds must maintain 20 percent of the current budget in restricted net assets. High level guidance is provided for use of reserve funds and replenishment of reserves to policy levels.	<ul style="list-style-type: none"> • Provide additional guidance and examples on usage of reserves for the General Fund and Enterprise Funds
2	Utility Billing	The Code of Ordinances rate and provides billing guidelines for water and sewer services.	<ul style="list-style-type: none"> • Define the process to set fees and charges and the extent to which they cover the cost of the service provided.
3	Budget and Capital Planning	The Charter indicates that the Village Manager, 60 days prior to the start of the fiscal year submits to the Commission the budget and explanatory message; the Department Head provides details to support budget request and all pending municipal projects for the succeeding fiscal year and within the succeeding five fiscal years; two public comment sessions 10 days before Commission vote; 3/5 vote needed to approve budget	<ul style="list-style-type: none"> • Institute a written forecasting policy focused on revenue and expense projections • Develop a five-year Capital Improvement Plan to provide a framework for capital planning, including how stakeholder departments can collaborate to meet the operational and financial needs of the Village
4	Purchasing & Procurement	Purchases of less than \$5,000 can be made at the Manager's discretion, between \$5,000 and \$15,000 require three written quote, over \$15,000 the City requires a minimum RFP bid, piggy back on another municipal contract, sole source, or an existing vendor who previously won a bid	<ul style="list-style-type: none"> • Ensure non-budgeted items are reviewed by the Department Head, Finance Director, and Manager • Review all outstanding encumbrances to determine if they should be continued, canceled, or adjusted • Clarify what can be purchased by voucher versus purchase order • Ensure appropriations are available prior to authorizing large purchases and periodically for routine purchases

I. Financial Policies (2 of 3)

North Bay Village does not have clearly documented financial policies. Based on best practices, there should be documented policies for key financial functions that help to guide processes and procedures.

#	Policy	Current Policy	Recommendation
5	Debt Issuance and Management	The Charter indicates the Village will follow the Florida State Law for borrowing for municipal projects.	<ul style="list-style-type: none"> Specify appropriate uses for debt, a structured debt issuance process, and the maximum amount of debt and debt service that should be outstanding at any time. Establish a process for the selection of external consultants to assist in future bond offerings, including underwriters, bond counsel, disclosure counsel, and financial advisor. Establish a process for determining whether bonds should be issued through competitive or negotiated sale, or private placement for future financings Focus on mechanisms to ensure timely filings of required disclosure to bondholders.
6	Financial Management Policy	The Charter provides limited guidance on interfund transfers.	<ul style="list-style-type: none"> Review a comparison of actual expenditures to budget monthly and decide on actions to bring the budget into balance, if necessary to ensure operating/capital expenditure accountability. Ensure consistent monthly reporting to the Village Commission and department leadership including budget to actual comparisons, cash flow projections, departmental finance reports, and monthly budget meetings. Establish written guidelines regarding interfund transfers and repayment of interest. Policies should include guidance on who can request transfers, how transfers should be documented, and the wire transfer approval process. Inventory and assess the condition of all major capital assets. This information should be used to plan for the ongoing financial commitments required to maximize the public's benefit.

I. Financial Policies (3 of 3)

North Bay Village does not have clearly documented financial policies. Based on best practices, there should be documented policies for key financial functions that help to guide processes and procedures.

#	Policy	Current Policy	Recommendation
7	Credit Card Usage	No existing policy	<ul style="list-style-type: none"> • Provide guidance on credit card and procurement card usage for recurring and incidental purchases and develop standardized documentation to review request to use the cards.
8	Cash Management	No existing policy	<ul style="list-style-type: none"> • Document risk mitigation efforts governing collection, deposit, and recording processes associated with cash management. • Set up a separate, secure drawer, or lockbox for each employee that collects cash to keep cash until it is put in a safe or deposited with the bank.
9	Payroll/Timekeeping	No existing policy	<ul style="list-style-type: none"> • Inform employees of the appropriate methods and mechanisms for reporting time, including requesting sick leave, paid time off, and overtime. • Identify process for approving time sheets and locking the payroll. • Document earnings codes, eligibility, and approval process.
10	Treasury Management	No existing policy	<ul style="list-style-type: none"> • Perform monthly bank reconciliations across all Village departments. • Ensure the Finance Director reviews monthly bank statements for any irregularities. • Establish written wire transfer policies and procedures. Including guidance on establishing new accounts and closing accounts that are no longer required. • Develop online banking procedures to address allowable transaction types and access, authorization, and recording of online banking transactions.

J. Financial Management Department Policies vs. Procedures

Best practices in financial management support the following guidelines for implementation of policies and procedures for effective use of expanded functionality and refined business processes. It is important to have clear distinction between policies and the procedures they govern. **Having well-documented policies, as well as procedures, can help to provide effective guidance for employees.**

Policies

- A defined specific set of business rules and/or regulations that drive the operating processes and procedures
- Any Departmental policies should be aligned to any overall Village and Finance Department policies and establishes the formal guidance needed to coordinate and execute activity throughout the Village and the Departments
- When effectively deployed, they help focus attention and resources on high priority issues - aligning and merging efforts to achieve the institutional vision
- Tool to provide the operational framework within which the institution functions
- Policies have widespread application and change less frequently
- Usually expressed in broad terms
- Statements of “what” and/or “why”
- Answers major operational issue(s)

Procedures

- The operational processes required to implement institutional policy. Operating practices should be formal, specific to the Finance Department and/or applicable across the entire Village
- If policy is "what" the Village does operationally, then its procedures are "how" it intends to carry out those operating policy expressions within the Finance Department
- Formal, user friendly manual which documents a series of steps that should be followed as a repetitive and consistent approach to accomplish an end result
- Has narrow application and are prone to change
- Stated in detail with case studies or examples of operational impact including step-by-step guidelines for use within the Tyler system.
- Statements of “how,” “when” and/or sometimes “who”
- Answers details on what steps to follow

A&M has developing the following structure to help the Village develop internal policies in a standardized format for ease in understanding key financial management guidelines and processes.

Key Components for Department Policy Statements

1. Department Name

2. **Division Name:** Name of department having oversight of the Department specific policy

3. **Policy Name:** Short name of the Department defined policy

4. **Policy Number:** Consistent policy numbering format for all financial management internal policies

5. **Overview:** Short overview statement of what the policy describes and alignment to any Village and/or Finance Department policies

6. **Purpose:** Describe the rational for the document. State the intention of objective of the policy.

7. **Policy Statement:** Identify when and to whom the procedures applies. Who is affected – which areas and activities. What are the parameters for applying the policy.

8. **Compliance:** Reference to any Village Policies or Departmental specific regulatory requirements

9. **Referenced Materials:** Citations to any reference materials, Village policies or compliance documents.

10. **Roles:** List the roles and functions of anyone involved in the policy implementation

11. **Approved By:** Name of Department Official

12. **Adopted Date:** Date Department policy approved

K. Tyler Improvements for Financial Processes (1 of 2)

#	Observation	Recommendation	Technology Impact	Prioritization
1	A single Finance staff person is responsible for preparing and posting journal entries. There is no secondary approval required in the system for journal entries of any amount.	Require supervisory level approval for journal entries before they can be posted to the system. The Finance Director should be involved in any journal entries that involve transfers or closing entries at the end of the fiscal year.	Within Tyler, each step in a process can be locked down to ensure proper approval and controls. Access controls should be set in Tyler so that the same person cannot post and approve journal entries.	High
2	A single Finance staff person enters and approves Interfund transfers within the Tyler system	Adjust the interfund transfer process to include supervisory approval before the transfer is presented to the Village Manager and transfers are made.	Journal entries impacting two funds should be designated in the system as requiring Village Manager approval.	High
3	For the past three years finance staff has scanned backup documents into the Tyler system and retained paper documents.	Upload relevant backup material to the Tyler system, in compliance with state and local government record retention schedules, and securely dispose of paper records	Ensure that documents are uploaded properly in the system to allow them to be automatically transferred between steps in the associated finance process.	High
4	Personnel outside of the Finance Department are not actively engaged in using Tyler for financial management and purchasing functions.	Ensure all personnel understand their role in procurement and financial management of their department, and have the required resources and system access	Assign all staff engaged in finance and procurement functions a unique identifier in the Tyler system Outline key trainings in the Tyler system to effective adoption of increasing technology to support financial functions	High
5	Budgets are generally copied from year to year with departmental changes made as required.	Departments should use a uniform spreadsheet to make budget requests that can be easily aggregated into a single form and uploaded to Tyler.	Use the Tyler Budget Wizard to import consolidated budget spreadsheets, and create preliminary and adopted versions of the budget	Medium

K. Tyler Improvements for Financial Processes (2 of 2)

#	Observation	Recommendation	Technology Impact	Prioritization
6	A majority of utility billing is made through phone calls that are taken by either the Front Desk or Finance Department.	Create incentives to encourage more utility billings be made through the free bank draft process within the utility billing system to ensure timely and efficient payments.	Identify opportunities to engage Tyler's Utility Billing Interactive Voice Response (IVR) to reduce the amount of employee time spent manually taking utility payments over the phone. There is no charge for the system, however there is a \$1.25 fee per transaction that can be passed to callers or absorbed by the Village.	Medium
7	There is limited use of financial reporting capability in Tyler by Department Heads and other department personnel with finance responsibilities. Finance provides Department Heads with high-level reporting, including YTD expenditures and budget to actuals.	<p>Provide all Department Heads and other essential personnel access to key financial reports within the Tyler system.</p> <p>Provide internal guidance on ways leadership can use reporting and data to inform strategic decision making.</p>	Review Tyler's extensive reporting packages and give staff access to reports that are relevant to managing their department's budget and finances.	Medium
8	Bank reconciliation are performed by the Finance Department	<p>Continue to conduct bank reconciliations.</p> <p>Ensure that information from the Tyler cashing system is properly imported to the bank reconciliation</p>	Engage the Bank Reconciliation module in Tyler to increase automation in the reconciliation process	Medium
9	The front desk staff maintains information in three separate sources (black book, excel spreadsheet, lien system) and must track down the lien through one of the separate source that accounts for 40% of the front desk staff time.	Move lien information that remains in the black book and excel spreadsheet to the current lien system to create a more efficient use of front desk staff time.	Identify opportunities to enhance the electronic system of record for liens to include all information and eliminate the need to search or maintain paper files.	Low

L. Procurement Process Review (1 of 3)

A&M reviewed a sample of invoices to better understand North Bay Village’s procurement process. Based on that review, A&M documented key opportunities to improve accuracy and transparency in the process, as well as enhance internal controls and compliance with the existing purchasing policy.

#	Observation	Recommendation	Prioritization
2	The Village does not currently use the requisition process within the Tyler system. For purchases, individuals submit an invoice after purchase that becomes a purchase order.	Designated access for requisitions to department head and ensure that every purchase order can be tied back to a requisition submitted by the proper department.	Medium
2	Department heads are not submitting requisitions for purchases within the Tyler system. Finance staff is submitting invoices to Tyler after the goods/services are received.	Department heads should be given access to the Tyler system and submit a requisition before any purchase order is approved by the Finance Director and Village	Medium
3	Records of three quotes for purchases between \$5,000 and \$15,000 are not included in the backup scanned to Tyler or otherwise readily available.	Require that whomever has signatory authority of the checks should not sign checks without reviewing and ensuring that the purchase order has the required backup	High
3	Invoice testing has shown that purchasing amounts over the \$15,000 threshold do not have the required backup in accordance with the charter.	Require that whomever has signatory authority of the checks should not sign checks without reviewing and ensuring that the purchase order has the required backup.	High
3	Backup packets do not consistently include the original contract or purchase order.	Ensure that there is a procedure and/or policy that includes required backup consistent with the backup requirements.	High
3	Backup packets for payment of invoices are not routinely scanned into the Tyler system.	Ensure that there is a documented procedure that requires all necessary backup that includes requisitions, are scanned into the Tyler system.	Medium

L. Procurement Process Review (2 of 3)

A&M reviewed a sample of invoices to better understand North Bay Village’s procurement process. Based on that review, A&M documented key opportunities to improve accuracy and transparency in the process, as well as enhance internal controls and compliance with the existing purchasing policy.

#	Observation	Recommendation	Prioritization
4	There does not appear to be a consistent mechanism for ensuring that funds are available before authorizing purchases	Require department heads to review budget and ensure adequate funds before submitting a requisition to procurement.	Medium
8	The village is not three way matching vendors invoice’s purchase orders, and backup packets with goods and services provided prior to payment.	Create a three way match procedure that ensures quantities, price, terms, and other information are in agreement before being entered as accounts payable.	High
9	Department sign off on paper invoices is inconsistent. There are no instances of Departments entering invoices directly in Tyler.	Work with Tyler vendor to give access and training to department heads and ensure that when a purchase order is necessary department heads are entering their invoices directly into the Tyler system.	Medium
12	There are instances where the same person creates and approves the same transaction within the Tyler system.	Ensure that the individual who is entering the transaction within the Tyler system is separate from the individual who approves that same transaction	High
13			
12	A single finance employee is entering vendor profiles and also approving the vendor profile.	Work with Tyler vendor to create and limit approval authority for the finance employee that creates a vendor profile.	High
13			

L. Procurement Process Review (3 of 3)

A&M reviewed a sample of invoices to better understand North Bay Village’s procurement process. Based on that review, A&M documented key opportunities to improve accuracy and transparency in the process, as well as enhance internal controls and compliance with the existing purchasing policy.

#	Observation	Recommendation	Prioritization
14	The Village does not have a comprehensive purchasing policy that is in line with best practices.	Establish an updated more comprehensive procurement policy and documented formalized procurement procedures to ensure a consistent approach to accomplish specific results in the procurement process	High
14	The Village has contracts that have not been reviewed and rebid within the past five years.	Set procurement performance metrics that include timely reviews of contracts to track cost savings/cost avoidance within the procurement process such as total spend, purchase spend, percentage of spend under management, etc.	Medium
14	There is no credit card policy or procedure that is followed consistently by village employees who need to make purchases.	Enact a credit card policy that includes the procedure for the use of a credit card, who can use them, credit card limits on each card, what qualifies as quarterly review process by which the finance director and village manager reviews statements and purchases.	High

M. Procurement Process Review – Invoice Sampling (1 of 3)

Review of the sampled invoices demonstrated that backup often lacks evidence of three-way match or appropriate procurement mechanism. There were several instances of the same employee creating and approving an invoice, with no record of the Village Manager approving transactions in the system.

Vendor Number	Payment Date	Payment Amount	Invoice Number	Backup Readily Available?	Backup Complete?	Created and approved by appropriate personnel?
1	12/28/2018	\$7,264.12	8376	Y	N	N
2	01/21/2019	\$2,668.34	8465	Y	N	N
3	12/28/2018	\$71,084.24	8381	Y	N	N
4	10/19/2018	\$27,478.28	8006	N	N	N
5	10/05/2018	\$25,370.73	7883	Y	N	N
6	11/05/2018	\$2,700.00	8111	Y	N	N
7	02/14/2019	\$16,204.82	8679	Y	N	N
8	12/28/2018	\$88,915.00	8391	Y	Y	N
9	02/08/2019	\$91,016.00	8620	Y	N	N
10	12/05/2018	\$104,866.76	FRS NOV2018	Y	N	N
11	10/26/2018	\$3,742.20	10564	Y	N	N
12	10/05/2018	\$286,174.49	7901	Y	Y	N

M. Procurement Process Review – Invoice Sampling (2 of 3)

Review of the sampled invoices demonstrated that backup often lacks evidence of three-way match or appropriate procurement mechanism. There were several instances of the same employee creating and approving an invoice, with no record of the Village Manager approving transactions in the system.

Vendor Number	Payment Date	Payment Amount	Invoice Number	Backup Readily Available?	Backup Complete?	Created and approved by appropriate personnel?
13	10/05/2018	\$286,174.49	7901	Y	Y	N
14	10/26/2018	\$2,850.00	8053	Y	N	N
15	11/09/2018	\$39,200.00	8147	Y	N	N
16	12/07/2018	\$7,223.90	DFT0000105	N	N	N
17	12/21/2018	\$17,000.00	8355	Y	N	N
18	10/19/2018	\$255,996.00	8031	Y	Y	N
19	10/19/2018	\$62,616.57	8020	Y	N	N
20	02/14/2019	\$31,450.00	8661	Y	N	N
21	10/12/2018	\$1,670.11	7981	Y	Y	N
22	12/04/2018	\$13,902.72	8271	Y	N	N
23	10/19/2018	\$2,000.00	8025	Y	N	N
24	11/09/2018	\$1,787.00	8160	Y	N	N

M. Procurement Process Review – Invoice Sampling (3 of 3)

Review of the sampled invoices demonstrated that backup often lacks evidence of three-way match or appropriate procurement mechanism. There were several instances of the same employee creating and approving an invoice, with no record of the Village Manager approving transactions in the system.

Vendor Number	Payment Date	Payment Amount	Invoice Number	Backup Readily Available?	Backup Complete?	Created and approved by appropriate personnel?
25	11/20/2018	\$332,047.03	DFT0000102	Y	N	N
26	02/04/2019	\$12,692.30	8602	Y	N	N
27	11/27/2018	\$28,296.00	8225	Y	N	N
28	10/12/2018	\$2,125.00	7994	N	N	N
29	10/19/2018	\$41,350.00	8029	Y	N	N
30	10/05/2018	\$1,975.25	7946	Y	Y	N
31	11/05/2018	\$52,778.94	8127	Y	Y	N

N. Invoice Backup Packet Documentation Guidance

Ordinance 2014-02 in the Villages' Code of Ordinances outlines procurement guidelines by expenditure thresholds. A&M has provided examples of required documentation that should be included in the backup scanned to Tyler at the purchasing price points is listed below.

Purchases less than \$5,000

- Purchase order signed by the Department Head, Finance Director, and Village Manager
- Invoice
- Confirmation for goods/services received

Purchases between \$5,000 and \$15,000

- Price quotes from no less than three businesses or;
- Supplier that is on the current approved vendors list or;
- A Vendor who has been selected in a competitive process within the last 24 month period by another governmental entity or public agency in the State of Florida and said award is still in effect
- Invoice
- Confirmation for goods/services received

Purchases over \$15,000

- List of proposed vendors
- Proposal for selected vendor
- Resolution by the Commission that passes the purchase
- Invoice
- Confirmation for goods/services received

O. Cash Management Process Review Detail

The Village Hall houses operations for processing licenses, permits, fees and charges for services, as well as the US Postal Service. Most staff at the Front Desk perform functions to support both the Village and US Postal Service operations, regardless of official position title. Much of the management of physical cash happens at the Village Hall Front Desk. A&M has identified a recommended cash management process divided between the front desk staff and finance staff.

#	Observation	Recommendation	Prioritization
1b	The key to the locked cash drawer is located unsecured the same desk the locked drawer is located	Ensure that the key to the locked drawer is located in a safe where each employee who is authorize to access the safe does so using a different combination. Change safe combinations on a regular basis.	High
1b	Cash collected by all front desk employees and post office employees is kept in the same drawer	Each front desk staff engaged in collecting cash should maintain a separate locked bag or drawer for cash that is collected through out the day. Additionally, each staff person should only process cash receipts in Tyler using their own login.	Medium
1b	The vault is currently being used as a storage closet for miscellaneous items such as snacks and office supplies	Ensure that there is appropriate use of village resources to safeguard cash and other valuable documents.	Low
2a	At the end of the day front desk employees separate out and count cash and then put in a clear sealable bag	A Finance staff member should be validating cash at the end of each day Final check for the amount of cash deposited for the day should be from someone outside of the front desk operations, potentially the Finance Director or Village Clerk/Manager.	Medium
4	The Village currently does not have a set threshold policy in place for when to deposit cash and checks received into the bank. Historically, the village has deposited cash to the bank by police escort when it hits ~\$600 threshold range.	The Village document clear thresholds for when cash should be deposited within the Cash Management policy.	Low

P. Budget Process Responsibilities

Currently, the Town does not have a well-documented and consistent budgeting process. **A&M recommends that the Village adopts a comprehensive budget policy**, with a structure that holds departments accountable for performing within budgetary constraints.

		First Quarter	Second Quarter	Third Quarter	Fourth Quarter
Current Process	Depts.	<ul style="list-style-type: none"> Limited budget activity 	<ul style="list-style-type: none"> Limited budget activity 	<ul style="list-style-type: none"> Limited budget activity 	<ul style="list-style-type: none"> Provide budget requests, along with supporting data, and an estimate of all municipal projects pending or requested for the budget year and the five succeeding years.
	Finance	<ul style="list-style-type: none"> Limited budget activity 	<ul style="list-style-type: none"> Limited budget activity 	<ul style="list-style-type: none"> Limited budget activity 	<ul style="list-style-type: none"> Coordinate budget workshop with departments Compile Adopted Budget package
	Manager	<ul style="list-style-type: none"> Limited budget activity 	<ul style="list-style-type: none"> Limited budget activity 	<ul style="list-style-type: none"> Limited budget activity 	<ul style="list-style-type: none"> Submits budget at least sixty days prior to the beginning of fiscal year Reviews and revises the revenue and expenditure estimates and presents to the Commission for adoption by September 30th
Recommended Process	Depts.	<ul style="list-style-type: none"> Work with their team to identify the implications of the strategic priorities on their budget needs for the upcoming fiscal year and five succeeding years. 	<ul style="list-style-type: none"> Submit initial revenue/expense budgets for the upcoming fiscal year and infrastructure and equipment needs over the next five years in the Capital Improvement Plan to Finance 		<ul style="list-style-type: none"> Partner with Manager, Finance, and other department leadership work through final revisions to the Preliminary Budget
	Finance	<ul style="list-style-type: none"> Meets with leaders from other departments to set expectations for the budget process 	<ul style="list-style-type: none"> Conducts due diligence on budget requests 	<ul style="list-style-type: none"> Works with department leadership to review budget requests Presents budget recommendations to the Manager 	<ul style="list-style-type: none"> Work with departments and Manager on final budget revisions Compile Adopted Budget package
	Manager			<ul style="list-style-type: none"> Solicits insights from the Citizens Budget Oversight Board Recommends revisions of the Tentative Budget to Finance 	<ul style="list-style-type: none"> Supports Commission process to adopt the budget by August 31st for the following fiscal year

Q. Debt Service Levy and Accounting Recommendations

In addition to a tax millage for general operations, North Bay Village has a dedicated millage for debt service of outstanding bonds. The Village currently has three series of general obligation bonds outstanding. **Tax revenue from the debt service levy is put in the General Fund with millage for general operations.**

	Debt Service Levy	Debt Service Fund
Current Process	<ul style="list-style-type: none"> Property Appraiser for Miami-Dade County certifies the taxable value for the current tax year Within 35 days of certification, the Village must furnish to the Property Appraiser the proposed millage rate, the current year rolled-back rate, and the date of the public hearings that will be held to consider the proposed millage rate and the tentative budget Commission passes a resolution declaring the proposed millage rate for general operations and the debt service millage, as well as the computed rolled-back rate Public hearing held Village Commission passes a resolution adopting the tentative millage for general operations and the proposed voted debt service millage. 	<ul style="list-style-type: none"> When taxes are levied, all tax revenue is paid to the General Fund. Transfers are made to the Debt Service Fund for the amount of that year's debt service payment. If funds levied under the debt service millage are in excess of the debt service payments, the excess funds remain in the General Fund
Recommended Process	<ul style="list-style-type: none"> Funding available in the Debt Service Reserve as a part of the process to determine the mileage required to cover the debt service payment 	<ul style="list-style-type: none"> At the time the resolution is passed for the debt service millage, the Village should work with the Property Appraiser to confirm the amount of the debt service levy based on the taxable valuation. This amount should be documented in the resolution, based on 100 percent collections. At the end of the tax collection periods, all tax revenue associated with the debt service millage should be transferred in their entirety to the Debt Service Fund Partner with auditors and financial advisor to determine the amount of tax revenue raised by the debt service levy in the General Fund that should have been transferred to the Debt Service Fund, and transfer that amount to the Debt Service Fund with the appropriate interest. Incorporate guidance on the process for segregating debt service related tax revenue to the Village's Debt Issuance policy

A&M interviewed associates from a full-service accounting and advisory firm that supports municipal finance outsourcing. A&M's analysis of potential outsourcing costs indicate that **savings associated with outsourcing would likely be minimal relative to the fully-burdened personnel costs for the finance staff.**

What functions will be outsourced? Potential options include:

- Bank Reconciliations
- Disbursement of checks
- Payroll support
- Deposits
- Invoice review
- Supported policy development
- Partner to optimize use of financial systems (e.g. ADP and Tyler-Munis)

The Village will need to maintain a Village employee to lead the Finance Department, likely the recommended Chief Financial Officer, to oversee the contractor and make managerial decisions.

- Potential benefits of outsourcing the Finance function include:
 - Back-up staffing from the contractor's broader employee base
 - Automated/electronic processes (including W-2's)
 - Strong understanding of government accounting
 - Enhanced internal controls and segregation of duties
 - Support for system vendor trainings (including ADP and Tyler-Munis)
 - Enhanced use of automated reporting to support decision making

S. HR Function: Current vs. Recommended State (1 of 4)

A&M recommends the Village re-instate the HR Director Role, with the HR Coordinator providing administrative support. The HR function should be focused on the ten key areas outlined below, supported by the overall organizational strategy and priorities of the Village.

Function	Observation	Recommendation	Prioritization
Policies	<p>The Village maintains HR policies within the employee handbook. Employees are required to sign the Acknowledgement page when they are hired or when changes are made to the handbook.</p> <p>There are no processes to monitor and enforce compliance with established policies.</p>	<p>Enhance the HR policies as identified in Appendix T. Ensure they are reviewed and adopted on an annual basis.</p> <p>Document enforcement actions when employees do not comply with the HR policies. Hold managers and supervisors accountable for monitoring employee compliance with HR policies.</p>	Medium
Recruitment & Hiring	<p>The HR coordinator supports the Village's recruiting process by providing job descriptions, posting positions, and processing resumes.</p> <p>Interview feedback and metrics on the candidates moving through the process are not consistently tracked.</p>	<p>Screen applicants based on the requirements on the job description and advance qualified candidates to interview with the hiring manager.</p> <p>Track feedback received from interviewers through consistent documentation. Additionally, HR should track the status of candidates as they move through the hiring process.</p>	High
Employee Relations	<p>The HR Department does not serve as the central function for employees to raise concerns confidentially.</p> <p>The HR Coordinator manages the Village's special events.</p>	<p>Develop a process for employees to confidentially discuss workplace issues with a HR representative and for the HR Director to partner with the Village Manager to appropriately address any issues.</p> <p>Continue to host special events to support employee moral and team building, as well as citizen engagement.</p>	Medium
Personnel File Management	<p>The HR department maintains personnel files and records. There are a combination of paper and electronic records.</p>	<p>Ensure there is clear guidance on the required security level for various types of employee information and who can access them. All employee files should be maintained electronically.</p>	Medium

S. HR Function: Current vs. Recommended State (2 of 4)

A&M recommends the Village re-instate the HR Director Role, with the HR Coordinator providing administrative support. The HR function should be focused on the ten key areas outlined below, supported by the overall organizational strategy and priorities of the Village.

Function	Observation	Recommendation	Prioritization
Position Control	Position control is maintained with the Village Manager, however there are instances where the observed organizational and reporting structure varies from what is documented.	<p>Create department level organizational charts to clearly document structure and reporting lines.</p> <p>Notify employees in writing immediately of reporting structure changes and update organizational charts within ten business days.</p>	Medium
Salary Administration	The HR coordinator validates salary information for new hires, raises, and promotions and enters in the information in ADP to connect with payroll.	<p>Analyze potential new hire salaries to ensure they are in line with current employee compensation, based on tenure and experience, before an offer is made.</p> <p>Continue to track and update information on employee salaries and other compensation in ADP.</p>	Medium
Benefits	<p>There is not a clear assignment of the benefits administration responsibility.</p> <p>The Village works with a broker to acquire health insurance benefits for employees. Workers' compensation is acquired through the League of Cities.</p> <p>The Village has higher than average health/medical insurance costs, workers compensation costs, and other benefits.</p>	<p>Determine whether the HR Director or the Finance Director should serve as the Village's Benefits Administrator.</p> <p>Develop processes for the Benefits Administrator should partner with the broker to ensure that the Village is getting the best rate for insurance benefits.</p> <p>Monitor employee health/medical insurance rates and benefits as well as workers compensation claims. Other benefits such as stipends for cell phones, cars, and longevity pay should also be reviewed.</p>	Medium

S. HR Function: Current vs. Recommended State (3 of 4)

A&M recommends the Village re-instate the HR Director Role, with the HR Coordinator providing administrative support. The HR function should be focused on the ten key areas outlined below, supported by the overall organizational strategy and priorities of the Village.

Function	Observation	Recommendation	Prioritization
Payroll Administration	<p>The payroll function is handled mainly by the Finance Department.</p> <p>The HR Coordinator supports payroll by entering information for new employees.</p>	<p>Designate the HR Director as the Payroll Administrator to provide general oversight of the process and ADP, as well as provide support to the Finance Department. The HR Coordinator should continue to support the payroll process by entering new employees and changes in salary or position.</p>	Medium
Performance Evaluation	<p>Performance evaluations are conducted annually on the employee's anniversary date for the current position.</p> <p>Performance ratings are not consistently tracked.</p> <p>Supervisors do not consistently document instances when employee performance does not meet expectations.</p>	<p>Include goal setting and mid-year reviews to the performance evaluation process. Goal setting should take place at the time of the year-end evaluation or within three months after the employee's anniversary. Mid-year reviews should take place six months after the anniversary date.</p> <p>Track results of the performance evaluation process to ensure ratings and personnel actions are consistent with the employee's performance throughout the fiscal year. This data should also be used to structure employee's professional development goals.</p> <p>Establish a process to report and track employees who consistently perform below expectations. Employees who do not meet expectations should be provided a performance improvement plan with reasonably timing to achieve the expected level of performance.</p>	High

S. HR Function: Current vs. Recommended State (4 of 4)

A&M recommends the Village re-instate the HR Director Role, with the HR Coordinator providing administrative support. The HR function should be focused on the ten key areas outlined below, supported by the overall organizational strategy and priorities of the Village.

Function	Observation	Recommendation	Prioritization
Training	<p>There is no required training for Village employees. Each department has a budget for training, but there is not a consistent process for determining the appropriate employee-specific training.</p> <p>Training completed by employees is not consistently tracked or integrated into the performance evaluation process.</p>	<p>Establish required training as outlined in Appendix U and a process for determining employee-specific training.</p> <p>All training completed by employees should be tracked against their goals for the year. Alert supervisors of employee who are out of compliance with required trainings.</p>	High

T. Human Resources Policies

The Village's Employee Handbook provides documentation for the key HR policies. There is no regular cadence for reviewing the Employee Handbook. **A&M recommends that the Village establish a process for monitoring and enforcing compliance with HR polices. Policies should be reviewed and adopted by the process outlined in the Finance Operational Assessment.**

Scale: ○ (No policy present) to ● (Policy in line with best practices)

Policy	North Bay Village Policy Status	Employee Handbook Section	Opportunities to Improve
Employment Classifications	●	2.1 – Definitions, Classifications, Job Descriptions and Pay Plans	In line with best practices.
Leave of Absence and Time Off Benefits	●	ABSENCES AND LEAVE HOLIDAYS AND VACATIONS	In line with best practices.
Meal and Break Periods	●	3.2 – Work Week	In line with best practices.
Use of Village Equipment	●	1.5 – Computer, Email, Internet Use, and Social Networking 1.18 – Use of Village Vehicles	In line with best practices.
Anti-Harassment and Nondiscrimination	◐	1.3 – Equal Employment Opportunity 1.6 – Sexual Harassment	State that retaliation against employees reporting infractions is prohibited.
At-Will Employment	◐	Acknowledgement Page	Clarify who has the authority to change the terms of employment and the process for amendment.
Employee Conduct, Attendance, and Punctuality	◐	1.4 – Drug and Alcohol Policy Statement 1.15 – Violations of Personnel Rules/Regulations 5.1 – Attendance DEMOTIONS, SEPARATIONS, REMOVALS AND RESIGNATIONS	Add a section to outline potential conflicts of interest and the process for reporting this should one arise during employment. Add zero tolerance policy for workplace violence.
Safety and Health	◐	1.17 – Work Related Injury 5.4 – Service Connected Injury/Workers Compensation Benefits	Identify health and safety programs and training for employees in safety-sensitive roles.
Immigration Law Compliance	○	No existing language	Indicate compliance with employment eligibility rules and requirement for US legal work authorization.

U. Training and Development Details

There are currently no required trainings for Village employees. Employees are provided with limited guidance on training they should pursue, despite departmental budget allocations for training. The majority of employee training is not consistently tracked.

Training	Purpose	Prioritization
Village Charter & Code of Ordinances	Ensures awareness of any changes in the Charter and Code of Ordinances following the annual review and adoption process.	Medium
Ethics Compliance	Informs employees of the Village’s ethics policies, including conflicts of interest and gifts, to reduce potential for ethical violations.	High
IT Security Awareness	Reminds employees on potential threats to information security, including phishing, unauthorized downloads, and sharing confidential information.	High
Occupational Health and Safety	Outlines opportunities to keep employees safe and avoid work injuries. Could be held in conjunction with current CPR training.	Medium
Purchasing Procedures	Provides guidance to all employees who have authority and/or responsibility in the procurement process to make sure they understand: <ul style="list-style-type: none"> • Requirements and various spending thresholds • Full procure to pay life cycle, and their role in the process • Functions in the Tyler system that support the procurement process and how to use them effectively 	High
Tyler U and other system trainings	Provides guidance to all employees with financial authority and/or responsibility to how to effectively use the Tyler system to support budgeting and finance functions	High
Conferences	Supports employees in learning best practices from peers across the country, as well as leading professional organizations, to bring opportunities for improvement back to the Village. Conference to consider include: <ul style="list-style-type: none"> • Government Finance Officers Association • International City Management Association • League of Cities • Society of Human Resource Management 	Low

V. Recruiting Process Improvements (1 of 2)

A&M reviewed the Village’s recruiting process and identified a number of recommendations to increase consistency and transparency in hiring new employees.

#	Observation	Recommendation	Prioritization
1	There is not a clear and consistent process by which Department Heads identify new hiring needs	HR, in conjunction with the Village Manager, should develop a standard process for requesting a new hire. This should include documentation to outline the personnel need, whether it is a new role or backfilling an existing position, and analysis supporting available budget for the position. This packet would be presented to the Village Manager to approve initiation of the hiring process.	Medium
3	The Village uses the Miami Herald for job posting, as required by State statute, in addition to other traditional job boards. However, job postings often result in a lack of qualified candidates in the applicant pool.	HR should work with Department Head to identify the best places to post jobs, including relevant professional organizations. The Village should also consider building relationships with local colleges and universities for internships to support the talent pool.	High
4	There is not a consistent process for screening resumes submitted through the Village’s job posting to eliminate candidates that do not meet the minimum job requirements.	At the end of the job posting period, HR should review all resumes received to identify candidates where the experience and qualifications best match the requirements of the job. The selected resumes should then be forwarded to the Department Head for the first round of interviews.	Medium
6	There is not a consistent method for tracking the results of candidate interviews.	HR should develop standard interview feedback summary forms that are flexible enough to support a variety of functions. These forms ensure that the results of all interviews can be accurately compared before a hiring decision is made.	High

V. Recruiting Process Improvements (2 of 2)

A&M reviewed the Village’s recruiting process and identified a number of recommendations to increase consistency and transparency in hiring new employees.

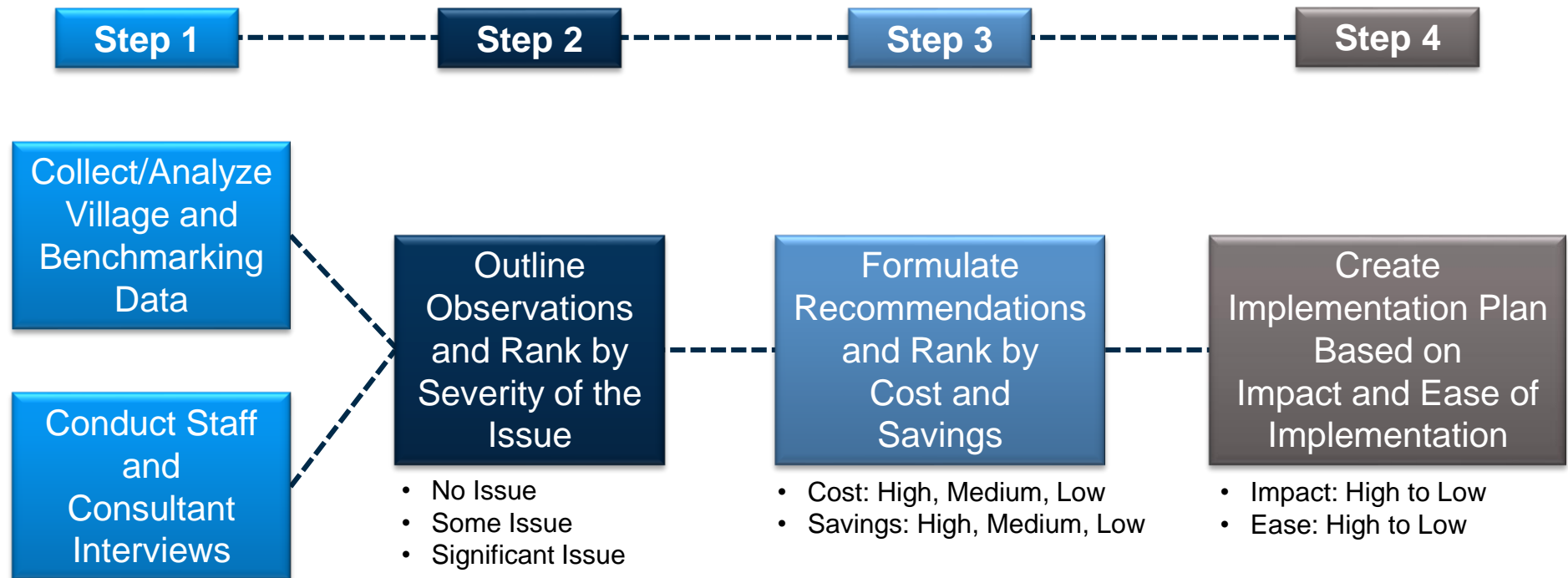
#	Observation	Recommendation	Prioritization
9	While the final hiring decision lies with the Village Manager, there is not a consistent process for the Village Manager and Department Heads to collaborate before a hiring decision is made.	After the Village Manager has conducted final interviews with the candidates that have advanced through the recruiting process, he or she should meet with the Department Heads to ensure alignment of Village and departmental priorities in the hiring decisions. Having documented interview feedback summaries will help to support these discussions.	Medium
10	The methods of communication with candidates through the recruiting process is unclear.	HR should actively manage communication with candidates throughout the recruiting process. This include scheduling of interviews, extending offers, and timely rejection of candidates.	Medium

W. Performance Management Process Detail

A&M recommends that **the Village establish a holistic performance evaluation process** that encompasses **setting expectations, monitoring performance, and evaluating performance.**

Setting Expectations	Monitoring Performance	Evaluating Performance
<p><i>Occurs during the 1st Quarter of the Fiscal Year; official goal setting documents are submitted by December 31st</i></p>	<p><i>Occurs throughout the fiscal year; official mid-year reviews are submitted by April 30th</i></p>	<p><i>Occurs at the end of the fiscal year; official year-end performance evaluations are submitted by September 30th</i></p>
<ul style="list-style-type: none"> Supervisors meet with employees to establish goals for the fiscal year in light of their performance for the prior year and the departments strategic priorities and goals for the current fiscal year. Employees review their job description to identify any discrepancies. Supervisors work with employees to identify training requirements for the fiscal year. Employees should complete a goal setting form that is reviewed and signed off on by the Supervisor. 	<ul style="list-style-type: none"> Supervisors should offer real-time feedback to employees throughout the fiscal year to support the employee’s professional development and goals. Employees should actively monitor their progress toward goals and training requirements. Supervisors should solicit feedback from other Village personnel that interact with their employees to gain a well-rounded view of each employees’ performance. Employees should complete a self-assessment of their progress toward current goals and identify any new goals for the remainder of the fiscal year. Supervisors should review the employee self-assessment and identify key opportunities for development in the mid-year review documentation. 	<ul style="list-style-type: none"> Employees should complete another self-assessment toward the end of the fiscal year that addresses their progress toward goals and training requirements. Employees should also start to think about their goals for the next fiscal year. Supervisors should review the employee self-assessment and document key strengths and areas of development opportunities in the year end performance review. Supervisors should review the results of the performance evaluations of the employees on their team with the Village Manager, along with and promotion and/or merit increase recommendations.

Methodology



Approach

- During the eight-week department operational assessment, A&M identified recommendations and opportunities for improvement that could improve the Departments being assessed.
- The A&M team met with staff and consultants in the Departments assessed to understand the current operations of the Department and develop implementable recommendations as part of a roadmap to enhance the overall operations of each Department assessed.

X. Benchmark Municipalities for Department Assessments

A&M identified eight peer municipalities comparable to North Bay Village in population, budget, social, economic, and geographic similarities. These peer municipalities are used throughout the report to benchmark key Department activities. Peer municipalities are arranged below based on the size of the General Fund budget.

	Municipality	Population	Median Household Income	Total Budget (All Funds)	General Fund Budget	Full Time Employees
	North Bay Village	8,973	\$55,308	\$19.8M	\$8.7M	88
	Benchmark Municipality Averages	8,500	\$75,693	\$33.4M	\$18.9M	116
1	Bay Harbor Islands	5,826	\$67,092	\$23.3M	\$9.4M	67
2	Bal Harbor	2,924	\$70,641	\$27.0M	\$16.0M	79
3	Miami Shores	10,761	\$117,188	\$26.5M	\$16.3M	205
4	Longboat Key*	6,934	\$102,348	\$37.4M	\$16.5M	117
5	South Miami	12,645	\$62,305	N/A	\$19.2M	137
6	Miami Springs	14,217	\$58,605	\$23.7M	\$20.5M	128
7	Surfside	5,814	\$73,241	\$44.2M	\$26.2M	103
8	Marathon	8,877	\$54,196	\$58.4M **	\$27.5M	97

* Longboat Key's nearest metro area is Sarasota. For the rest of the municipalities the nearest metro area is Miami.

**Marathon's budget excludes 31.9 million dollar stormwater and wastewater funds

Sources: 2017 Census Population Estimates, FY2019 Adopted Budgets, 2017 CAFRs

X. Overview of Department Assessment




Summary By Department

Department	Level of Issues	Department Head	Staffing	Benchmarking
Building Building, Planning and Zoning	●	No functional Department Head	Data and observations indicate staff levels appear appropriate	Favorable performance compared to benchmarks
Police Police, Code Enforcement, and Fleet	●	Interim Department Head	Data indicates initial need to reallocate staffing resources before considering new hires	Mostly favorable performance compared to benchmarks
Public Works Roads, Parks, Minibus, Sanitation, and Utilities	●	Acting Department Head but no position funded in the current Budget	Data does not provide clear staffing indicators but there is potential to outsource some work	Insufficient data to determine performance
Village Manager	●	Interim Manager	Potentially understaffed given no Assistant or Deputy Manager	No Data Points Analyzed
Village Clerk	●	New Clerk hired 3/12/19	Potentially understaffed with no Deputy Clerk	Insufficient data to determine performance
Village Attorney	●	Seeking new Attorney RFPs being reviewed	Attorney will staff accordingly	Most benchmark municipalities outsource legal services

● No Significant Issue ● Moderate Issue ● Significant Issue







Y. Summary of Building Department




With no Department Head and no communication planning between staff and consultants, the Building Department could benefit from identifying a Department Head (or an individual to act in that capacity) for better overall management and leadership. Third party contracts should be rebid for best pricing. Given observed workloads, benchmarking data, and heavy use of consultants, Department appears to be staffed appropriately.

Item Reviewed	Observations	Recommendations	Cost	Savings
Department Head 	<ul style="list-style-type: none"> CAP identified as Department Head but does not function as Department Head in terms of staff management and providing inputs into budget/procurement processes 	<ul style="list-style-type: none"> Identify a Building Department Head for administrative management and integrate into budget/procurement processes 	<ul style="list-style-type: none"> Low 	<ul style="list-style-type: none"> Medium
Staff 	<ul style="list-style-type: none"> Contracts for CAP and Larue over 5 years old Customer service and KPIs are not tracked effectively or reported One Building and Zoning Clerk and two consultants for Building (CAP) and Planning & Zoning Services. (LARUE) Roles and Responsibilities of staff are well defined Staff not participating in annual training 	<ul style="list-style-type: none"> Rebid CAP and LARUE contracts for best pricing Technology assessment to build out more data capture and tracking on the website Develop SOPs and communication plan between staff and consultants Provide monthly reports to Commission and upload to website for transparency Enhance training and development opportunities for staff 	<ul style="list-style-type: none"> Low Medium Low Low Low 	<ul style="list-style-type: none"> Medium Low Low Low Low
Benchmarking 	<ul style="list-style-type: none"> Department appears to perform within acceptable range of benchmarking averages based on work output per employee 	<ul style="list-style-type: none"> Better capture and analyze KPIs to understand Department performance 	<ul style="list-style-type: none"> Low 	<ul style="list-style-type: none"> Low

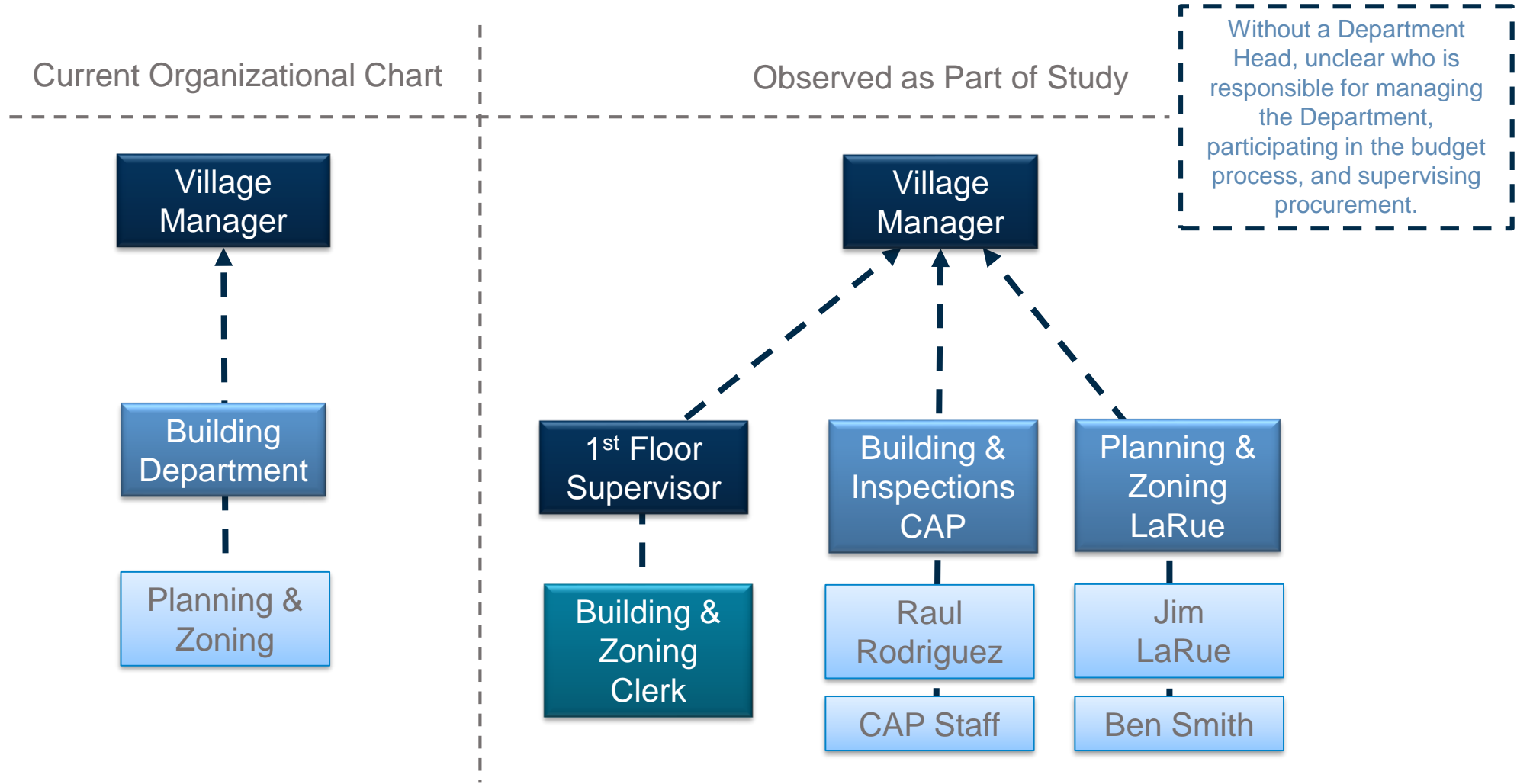
Context

- The Village Building Department is comprised of a Building & Zoning Clerk and two consulting firms – CAP Government for building services and Larue Planning for zoning and land use services. There are approximately 3.5 Full Time Equivalents (FTE) in the Department that includes Village staff (1 FTE) and consultants (2.5 FTEs).
- Unlike many benchmarking communities, Code Enforcement is located in the Police Department.
- FY2019 Budget for the Department totaled \$575,578 of which 16% was spent on Village personnel and the remaining spent on contracts.

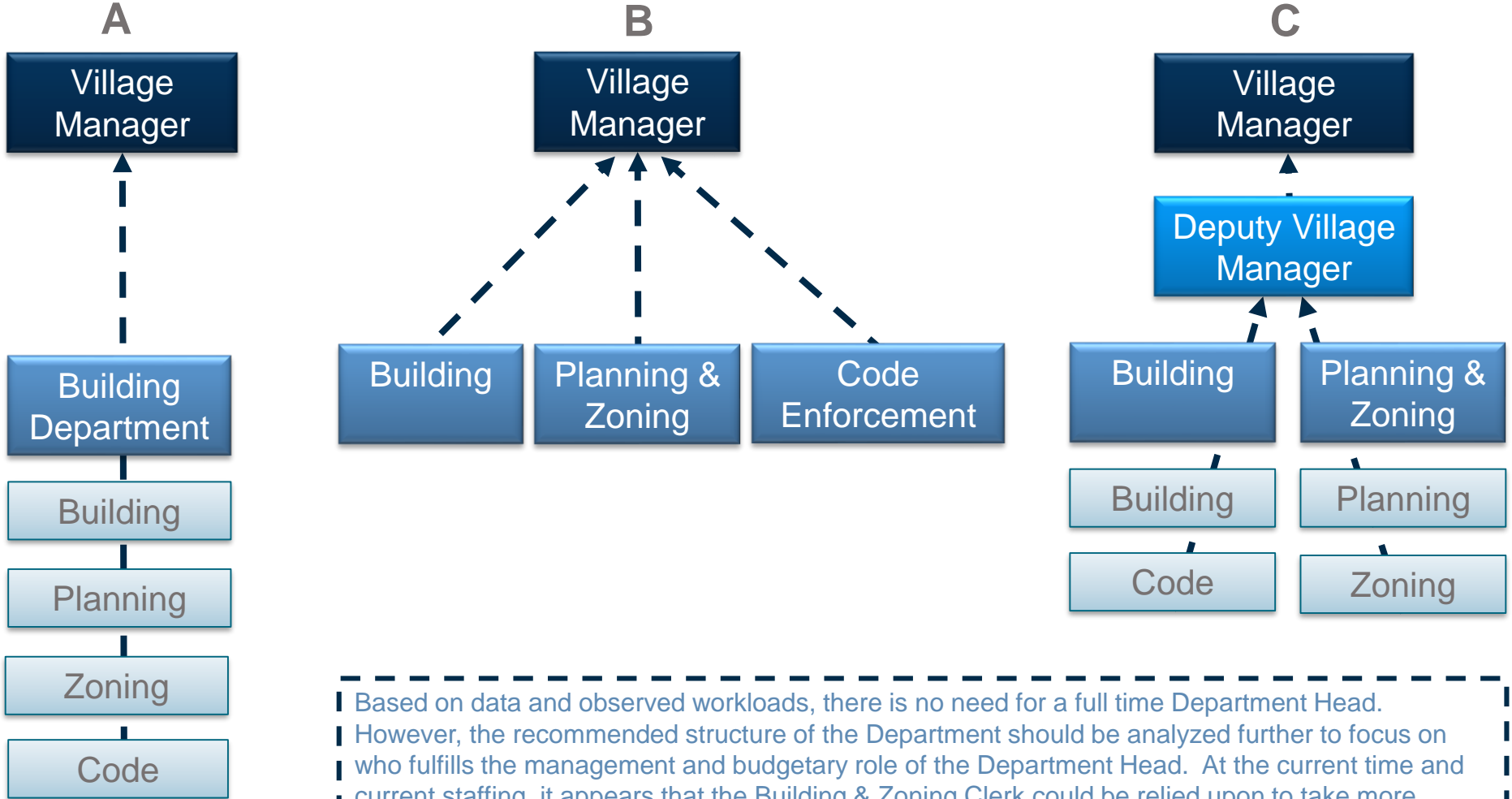
#	Observation	Indicator
3.1	With no Department Head, it is unclear as to who is responsible for day-to-day management of the Department, including staff management/development, having input into the budget process and supervising procurement.	
3.2	Contracts for CAP and LaRue are both over five (5) years old. Without customer service data, there is no clear indicators on their level of service.	
3.3	Interviews indicated Roles and Responsibilities are well defined, however there are no established Standard Operating Procedures or defined communication plan between staff and consultants. Consultants' communication with Village Manager has varied leading to potential inefficiencies.	
3.4	Department staff is not participating in annual training and benefiting from the development of the role.	
3.5	Customer Service and Key Performance Indicators data do not appear to be tracked. Data is tracked in terms of quantity of outputs but data collected should be tied to performance. It should be noted that benchmark cities do collect Building Department data as well but few track customer service or KPI metrics.	
3.6	On average, Department handles 67 building permits, 153 building inspections, 82 building plan reviews, and 25 planning/zoning items per month. 4 FTE complete this work for an average of 980 actions per year. This compares to benchmarking data of a range between 800 and 1,000. Given the available data, the Department appears to be within range of peer communities in terms of completing work on a per employee basis. It should be noted also that CAP and LaRue are only engaged where there is work to be completed.	

 No Significant Issue Observed
  Some Issue Observed
  Significant Issue Observed

Overview



Overview - Alternative Department Structures



Based on data and observed workloads, there is no need for a full time Department Head. However, the recommended structure of the Department should be analyzed further to focus on who fulfills the management and budgetary role of the Department Head. At the current time and current staffing, it appears that the Building & Zoning Clerk could be relied upon to take more responsibilities for budgeting and procurement and report directly to the Village Manager.

Full Time Equivalent Calculation

Job Duties and Functions	Building (FTE)	Planning & Zoning (FTE)	Total (FTE)
Clerk	0.5 (staff)	0.5 (staff)	1.0 (staff)
Building Official	0.5 (consultant)		0.5 (consultant)
Other Building Duties	1.0 (consultant)		1.0 (consultant)
Planning		0.5 (consultant)	0.5 (consultant)
Zoning		0.5 (consultant)	0.5 (consultant)
TOTAL	2.0	1.5	3.5

In an attempt to make comparisons to benchmarking communities, a full time equivalent (FTE) calculation was made to determine how many FTEs are in the Building Department. According to the Table above, there are 2.0 FTEs in the Building function of the Department and 1.5 FTEs in the Planning and Zoning function of the Department.

Consultant Benchmarking

North Bay Village contracts CAP Government for Building Services and LaRue Planning for Planning and Zoning. Both contracts are over five years old.

CAP Government Contracts

Municipality	Fees for Service
North Bay Village	<ul style="list-style-type: none"> Building permit fees less than \$75,000 <ul style="list-style-type: none"> CAP 70% Village 30%
City of Aventura	<ul style="list-style-type: none"> Building permit fees less than \$65,000 <ul style="list-style-type: none"> CAP 70% City 30%
Town of Cutler Bay	<ul style="list-style-type: none"> Building permit fees less than \$50,000 <ul style="list-style-type: none"> CAP 70% Town 30%

Municipality	Inspection Fee / Hour
North Bay Village	\$75
Benchmark Average	\$74
Ft. Lauderdale	\$85
Doral	\$70
Wellington	\$65
Marco Islands	\$75

A review of CAP contracts shows that the average fee per hour for inspections in peer municipalities is \$74. North Bay Village pays approximately the same amount at \$75 an hour.

LaRue Planning Contracts

Municipality	Fee/Hour
North Bay Village	\$125
Benchmark Average	\$130
City of Estero	\$135
City of Sanibel	\$125
South Miami	\$140
Key West	\$135
Cape Coral	\$125

A review of the LaRue contracts shows that the average fee per hour for the municipal benchmarks is \$130. North Bay Village pays below the average amount by \$5 per hour.

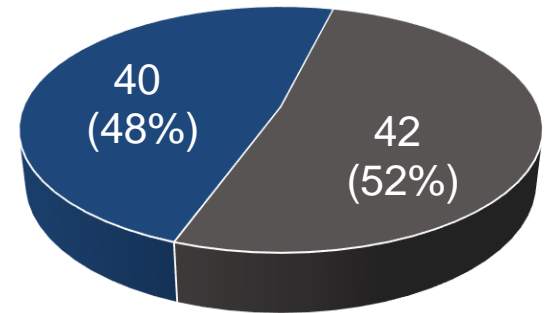
Sources: CAP and LaRue Contracts With Indicated Municipalities

Performance Data – Building Services

- The Building & Zoning Clerk receives all customers at the first floor location, answers all calls, and provides customer service in terms of providing guidance and direction as to the appropriate actions to take to obtain building plan reviews and building inspections.
- The Tables to the right outlines average monthly Building activities performed by CAP:
 - 154 monthly inspections (average 1,848 annually)
 - 54% Residential
 - 46% Commercial/Multi Family
 - 82 monthly building plan reviews (average 984 annually)
 - 51% Residential
 - 49% Commercial/Multi Family
- Given the limited data available, it would appear that the Building Services function of the Department is staffed appropriately given the volume of work at the front desk and CAP is only engaged when there is work to be completed.

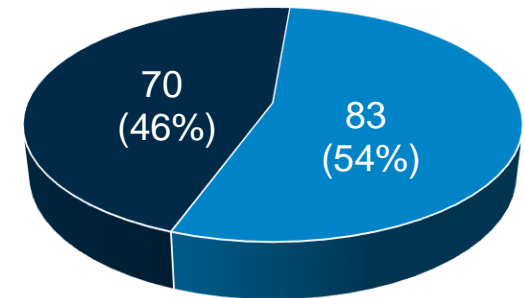
Staff levels and performance appear appropriate since consultant is only engaged when there is work but since there is no traditional Department Head, it is unclear who manages the Department on a day-to-day basis and who directly manages staff and provides input into the budget and procurement processes.

On Average, 82 Monthly Plan Reviews
Oct 18 - Jan 19



■ Commercial / Multi Family ■ Residential

On Average 154 Monthly Inspections
Oct 18 - Jan 19



■ Commercial / Multi Family ■ Residential

Benchmarking Data – Building Permits from 2018

Municipality	Staff (FTE)	Building Permits	Permits Per Employee	Population	Permits Per 1,000 Residents	Households	Permits per 1,000 Households
North Bay Village	2	807	404	8,317	97	3,486	231
Benchmark Municipality Average	9	2,427	289	14,508	191	5,023	520
Surfside	5	1,448	290	5,841	248	2,293	631
Marathon	16	2,819	176	8,877	317	3,436	820
Miami Springs	7	1,767	252	14,454	122	5,371	329
South Miami	4	1,480	370	12,281	120	4,226	350
Miami Lakes	13	4,622	356	31,087	149	9,787	472

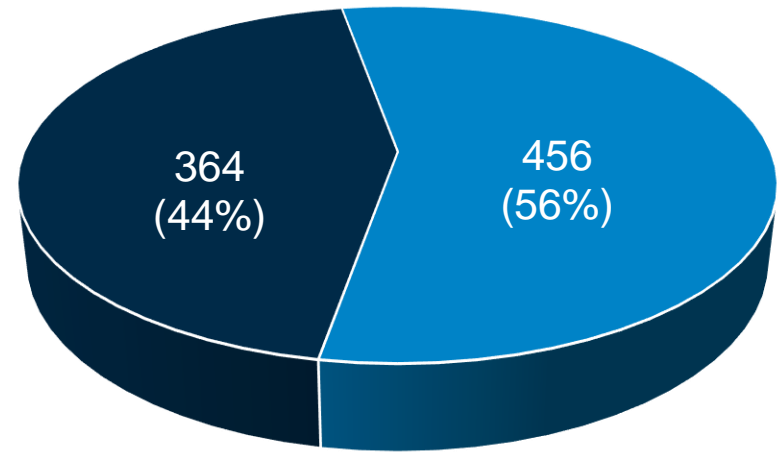
- In this benchmarking analysis, the Village appears to be processing Building Permits at a higher rate on a per employee basis compared to other benchmark communities.
- The Village does not process as many Building Permits compared to benchmarking communities when it comes to permits per 1,000 residents or per 1,000 households.
- CAP is only engaged when there are projects to work on.

The Village performs well on a per employee basis but not as well on a per 1,000 residents or per 1,000 households basis. CAP only engaged when there is work.

Performance Data - Planning & Zoning Services

- The Building & Zoning Clerk receives all customers at the first floor location, answers all calls, and provides customer service in terms of providing guidance and direction as to the appropriate actions to take to obtain planning and zoning review.
- The Chart at the right summarizes all of the Planning and Zoning work performed by LaRue Planning in 2018:
 - 364 hours for Applicant Initiated Items
 - 456 hours for Village Initiated Items
 - 820 hours total (2,080 hours in typical yearly FTE position)
- Workload data and the fact that LaRue is only engaged when work requires it appears to indicate a lack of need to hire more full time staff to complete planning and zoning work.

LaRue Planning Activities Summary for 2018 (hours)



- Applicant Initiated
 - Site Plans
 - Special Exceptions
 - Variances
 - Boat Docks
 - Zoning Reviews
- Village Initiated
 - Comprehensive Plan Amendments
 - ULDC Revisions
 - Grant Related
 - Planning & Zoning Inquiries

Staff levels and performance appear appropriate since consultant is only engaged when there is work but since there is no traditional Department Head, it is unclear who manages the Department on a day-to-day basis and provides input into the budget/procurement processes.

Benchmarking Data – Planning & Zoning Actions From 2018

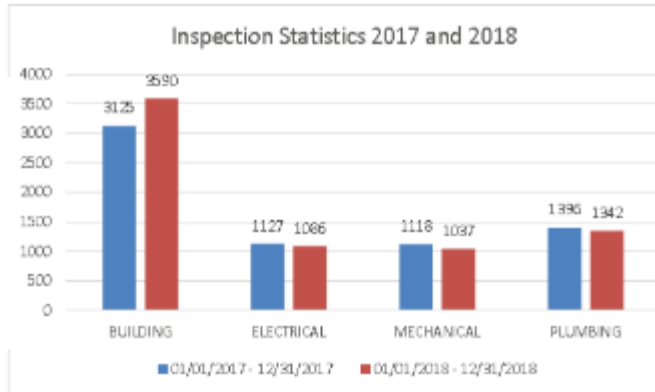
Municipality	Planning and Zoning Actions	Staff (FTE)	P&Z Actions Per Staff	Population	P&Z Action Per 1,000 Residents	Households	P&Z Action Per 1,000 Households
North Bay Village	309	1.5	206	8,317	37	3,486	89
Benchmark Municipality Average	32	1	32	12,045	2.5	4,857	6.5
South Miami	15	1	15	12,281	1	4,226	4
Gulf Shores	48	1	48	11,809	4	5,488	9

- Response data from benchmark communities is lacking due to (1) many of the benchmark communities did not respond to this piece of data (2) they do not tracking this type of performance data or (3) they track it differently.
- Given the available data, the Village performs very well in comparison to benchmark communities on a per employee basis and processes actions more on a per 1,000 resident and per 1,000 household basis.
- LaRue Planning is only engaged when there are items to work on.

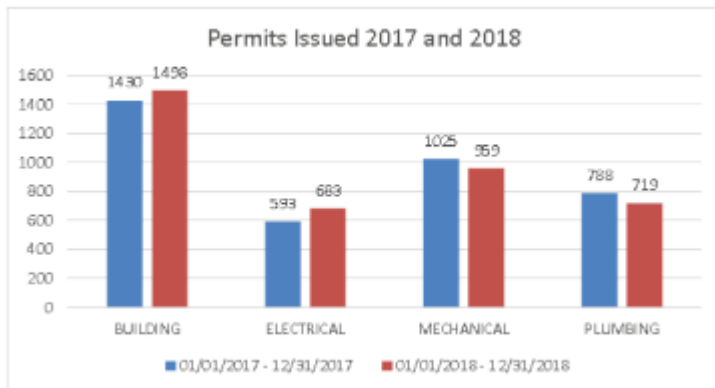
Benchmarking data for this analysis is not sufficient to draw signification conclusions but LaRue Planning is only engaged when there is work.

Benchmarking – Best in Class Reporting

LONGBOAT KEY PLANNING, ZONING, BUILDING DEPARTMENT
INSPECTION STATISTICS JANUARY THROUGH DECEMBER (2017 AND 2018)



LONGBOAT KEY PLANNING, ZONING, BUILDING DEPARTMENT
PERMIT STATISTICS JANUARY THROUGH DECEMBER (2017 AND 2018)



WELCOME TO THE BUILDING DEPARTMENT!

Home ▶ Departments ▶ Building ▶ Home



Forms

Download all major Building Department forms, including the Building Permit Application.



Request an Inspection

Use our eTRAKIT online portal to schedule and request an inspection.



Today's Inspections

View all inspections scheduled for today with an approximate time and result.



View Plan Review

Use this link to access our online eTRAKIT portal and access the plan reviews.



Search Permit

Use our eTRAKIT online portal to search for permits and determine their status.



Elevation Certificates

Use this to obtain your elevation certificate to determine if your property is in a flood zone.

Source: Miami Lakes Building Department Website

- The Building Department should strive to collect KPI data such as length of time it takes to process applications, how long they are in the Village's hands versus how long they are in applicants' hands, and customer service surveys.
- Monthly reports should also be prepared that allows for tracking of Department performance and uploaded to the Village website for greater transparency into Department performance.
- More customer tracking options for applications should also be integrated into the Village website.

The Building Department will benefit greatly from identifying a functional Department Head who needs to manage the Department on a day-to-day basis. While rebidding the 3rd party contracts will help confirm current market pricing, the Village needs to identify a leader of the Department to manage staff development, and engage in the budget and procurement processes. The Village website should also provide greater insight into the status of current projects/permits/applications.

Top Priorities

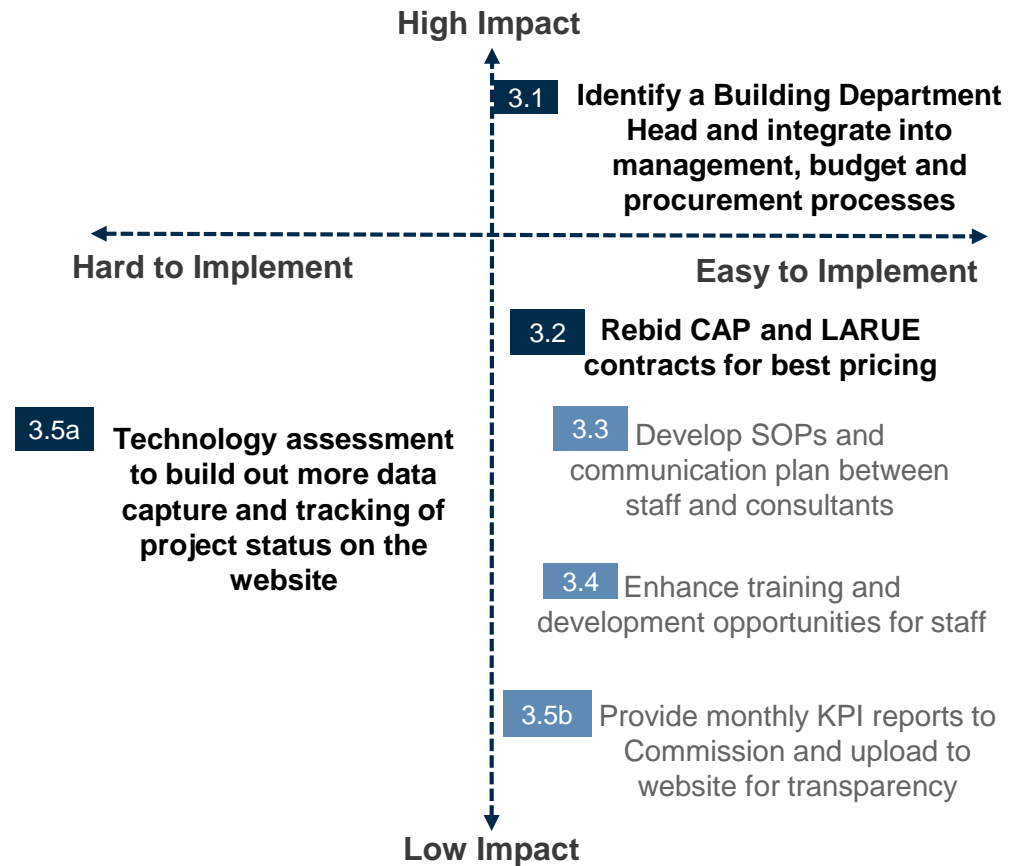
Identify Building Department Head “function” to manage day-to-day operations of the Department

Rebid Cap and LaRue contracts for best pricing and develop communication plan between staff and consultants

Complete technology assessment to understand costs to integrate more functionality on the Village website to track project/application/permit status




Recommendations Matrix

■ Priority Recommendations












Z. Summary of Police Department

The Police Department currently has an Interim Police Chief. Given available data from Department and benchmark municipalities, the Department performs relatively well in areas like Clearance Rates. Data also indicates that the Department likely needs to reallocate staff between Divisions before new hires are considered

Item Reviewed	Observations	Recommendations	Cost	Savings
Department Head 	<ul style="list-style-type: none"> Interim Police Chief with no timeline to name permanent Chief 	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> N/A
Staff 	<ul style="list-style-type: none"> Supervisors are entering and approving officers' timesheets Many areas still rely on paper-based data entry Roles and Responsibilities are clear and SOPs are established. Record maintenance appears to follow appropriate protocols An informal dispatch review indicated wait time is on average six minutes shorter compared to regional dispatch Department fleet is leased through Enterprise and maintained by Miami Beach. 	<ul style="list-style-type: none"> Segregate actions of entering and approving timesheets Work with CIS vendor to move towards a more paperless Department Ensure all Department employees are trained on ADP 	<ul style="list-style-type: none"> Low Medium Low 	<ul style="list-style-type: none"> Low Medium Low
Benchmarking 	<ul style="list-style-type: none"> Police - Officer staffing per 1,000 inhabitants is 2 officers less than peer municipalities on average. Police - Officer staffing per 1,000 inhabitants is .3 less than the national average for cities of similar size. 	<ul style="list-style-type: none"> Review current staff allocation between divisions and reallocate to meet ICMA 'Rule of 60' between patrol and support divisions. 	<ul style="list-style-type: none"> Low 	<ul style="list-style-type: none"> Medium

Context

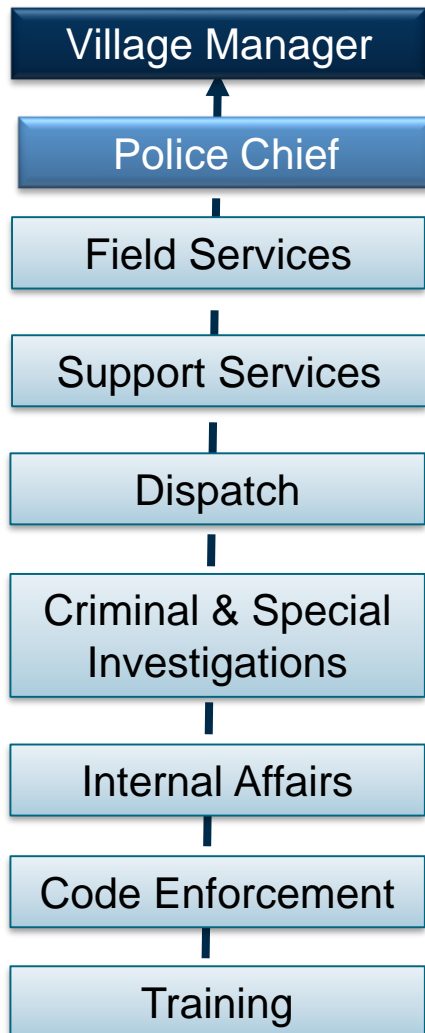
- The North Bay Village Police Department is comprised of 27 sworn officers, and 9.5 civilians
- The Patrol Operations Division is compromised of three different shifts; day, afternoon, and midnight each of which include one sergeant, one corporal, and five officers
- The Support Operations Division includes a Criminal Investigations Unit, Special Investigation Units, Communications, Police Dispatch, Crime Scene & Forensics, Property & Evidence, and Records
- FY2019 Budget for the Department totaled \$5,504,250 of which 86% was spent on personnel

#	Observations	Indicator
3.8	Supervisors are currently entering and approving police officers time and there appears to be confusion as to the proper use of ADP codes.	
3.14	Officer staffing per 1,000 inhabitants is 2 officers less than peer municipalities on average.	
3.15	Officer staffing per 1,000 inhabitants is 0.6 less than the national average for cities with populations less than 10,000.	
3.9	A technology assessment has not been completed recently and many areas such as entry system for evidence and sworn statements are still paper-based.	
3.7	There is an Interim Police Chief with no indication if/when a permanent Chief will be named.	
3.10	According to interviews, Roles and Responsibilities are well defined and there are established Standard Operating Procedures within the Department.	
3.12	An informal dispatch review was conducted in the recent past to determine wait time is on average six minutes shorter when civilians contact the non-emergency North Bay Village dispatch center.	
3.11	Record maintenance (entering, storage and disposal) follows protocols set forth in State and Federal guidelines.	
3.13	The Police Department fleet is currently outsourcing maintenance of vehicles to Miami Beach.	

 No Significant Issue Observed
  Some Issue Observed
  Significant Issue Observed

Overview

Current Organizational Chart



Observed as Part of Study



Fleet Management for the entire Village is now handled by one sworn officer on a part time basis in the Police Department

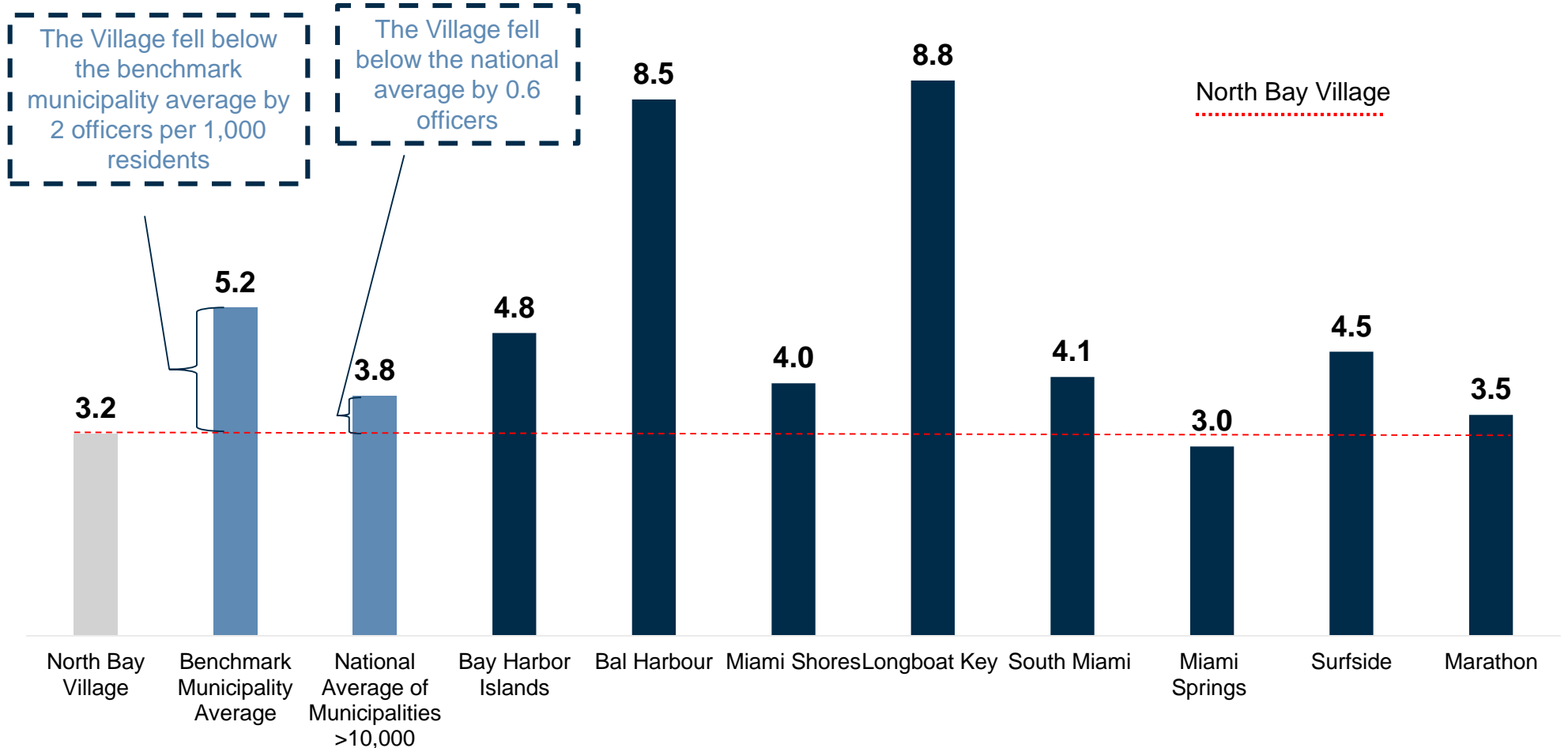
Separate Review

Separate Review

Z. Police Department - Staffing

Police Officers per 1,000 Residents

Police Officers / 1,000 Residents



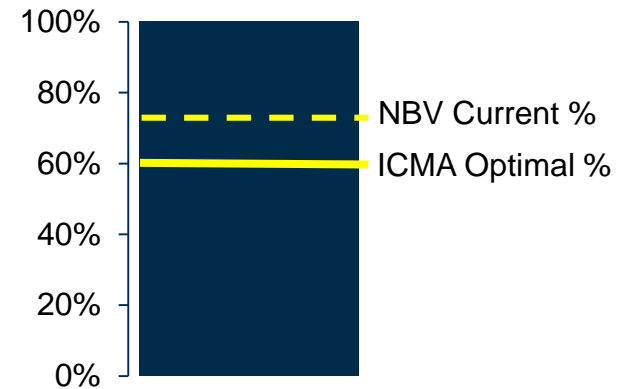
Source: [2017 FBI UCR Crime Report, Table 71](#)

Rule of 60 Guidelines

The International City/County Management Association (ICMA) has developed 'Rule of 60' guidelines to evaluate police department staffing. These guidelines help answer the questions of "Are there enough officers?" "Are they assigned in the right units?" "Are we responding to the demand from the community in an appropriate fashion?" For details on Rule of 60 guidelines please see the next page.

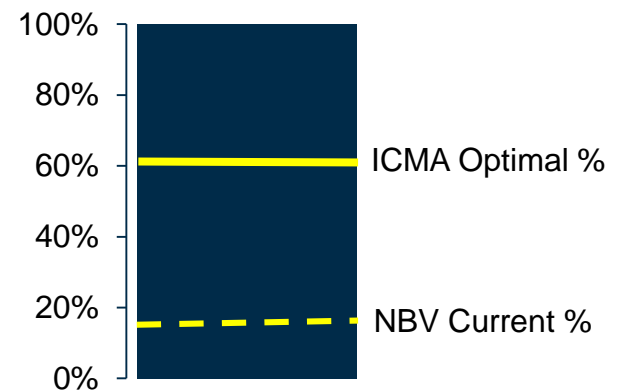
1. There should be approximately 60 percent of the total number of sworn officers in a department assigned to the patrol function

Current State	Recommended State
According to personnel data available from the Police Department, of the 27 full-time sworn police officers 20 are full-time patrol officers. 74 percent of the Village's sworn officers are full-time patrol officers.	If over 60 percent, this indicates too many resources are being dedicated to patrol functions or conversely not enough officers assigned to other units. ICMA recommends that the amount of officers assigned to patrol should remain just below 60 percent.



2. The average workload for patrol staffing should not exceed 60 percent, this means no more than 60 percent of patrol time should be committed to responding to calls for service

Current State	Recommended State
In 2017, there were 26,243 total calls for service that the Police were dispatched to. Of these calls, 4,140 were dispatched calls while 22,103 calls were self initiated by patrol officers. This means that roughly 16 percent of available patrol resources are committed to demands from the community on average.	The ratio of dedicated time compared to discretionary time is optimal at somewhat less than 60 percent. Ratios much lower than 60 percent indicate patrol resources that are underutilized and signal an opportunity for a reduction in patrol resources or reallocation of police personnel.



Rule of 60 – Part 1

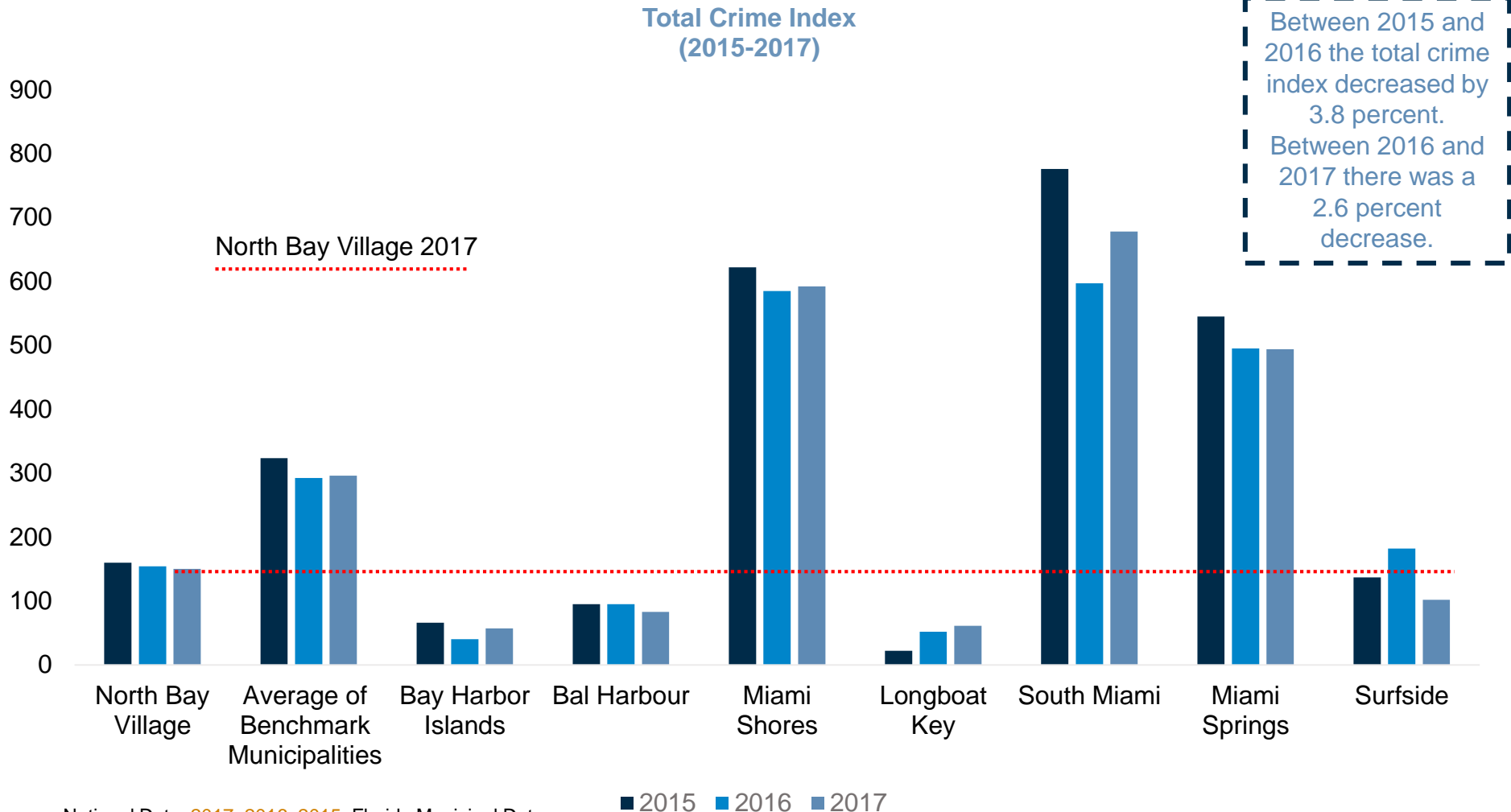
The first part of the Rule of 60 is an assessment of the ratio of personnel between patrol and total sworn staffing. ICMA recommends that approximately 60 percent of all sworn officers should be assigned to patrol in a CFS response function. This benchmark will be different for different communities and will likely increase as the department (and community) gets larger. In general, however, this is a useful benchmark to evaluate the personnel allocation in the department. Departments with patrol allocations much greater than 60 percent might indicate an over-investment in patrol (or under-investment in other areas of the organization).

Rule of 60 – Part 2

The second part of the Rule of 60 examines workload and discretionary time and suggests that no more than 60 percent of patrol time should be committed to calls for service. In other words, ICMA suggests that no more than 60 percent of available patrol officer time be spent responding to the service demands of the community. The remaining 40 percent of the time is discretionary time for officers to be available to address community problems and be available for serious emergencies. This Rule of 60 for patrol deployment does not mean the remaining 40 percent of time is downtime or break time. It is simply a reflection of the point at which patrol officer time is saturated by calls for service.

Z. Police Department - Benchmarking

The FDLE collects and reports uniform crime data for each municipality within the state of Florida. Total Crime Index consists of eight crimes designated by the FBI (willful homicide, forcible rape, robbery, burglary, aggravated assault, larceny over \$50, arson, and motor vehicle theft). The below table shows the Total Crime Index for North Bay Village and its peer municipalities.



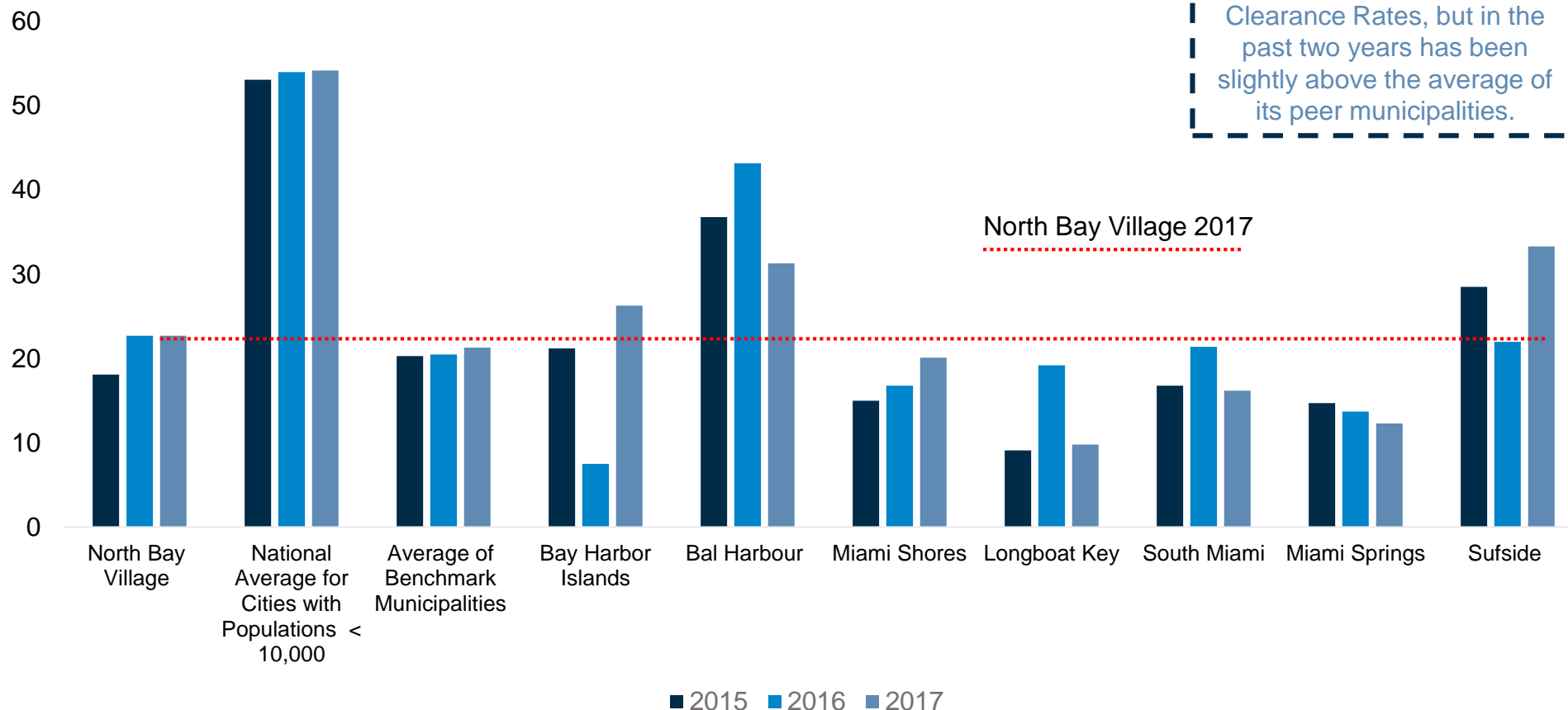
Sources: National Data: [2017](#), [2016](#), [2015](#); Florida Municipal Data: [FDLE UCR Reports](#)

Marathon shares a police department with multiple municipalities and is not included in this benchmarking chart

Z. Police Department - Benchmarking

The FDLE collects and reports uniform crime data for each municipality within the state of Florida. The Clearance Rate is defined as the percentage of the crime cleared of the FBI. The Clearance Rate is obtained first by dividing the number of offenses cleared by the number of offenses known and then multiplying the resulting figure by 100.

Clearance Rate per 100 Offenses
(2015-2017)



North Bay Village is below the National average for Clearance Rates, but in the past two years has been slightly above the average of its peer municipalities.

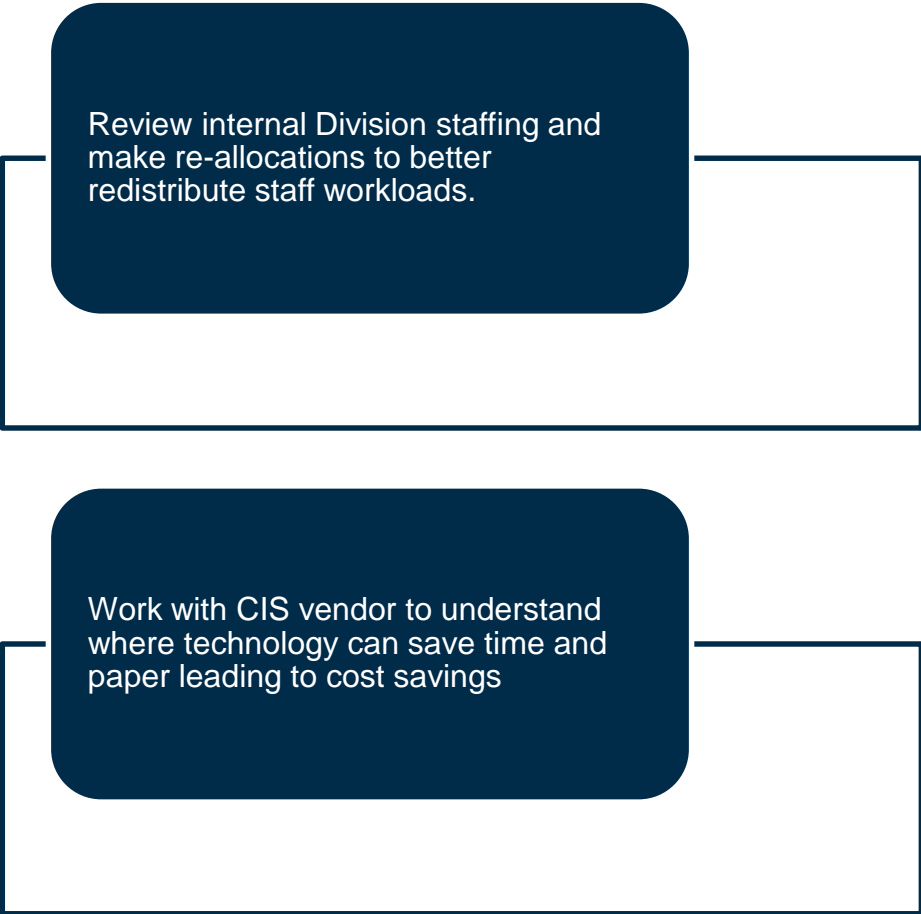
Sources: National Data: [2017](#), [2016](#), [2015](#); Florida Municipal Data: [FDLE UCR Reports](#)

Marathon shares a police department with multiple municipalities and is not included in this benchmarking chart

Z. Police Department Implementation Plan

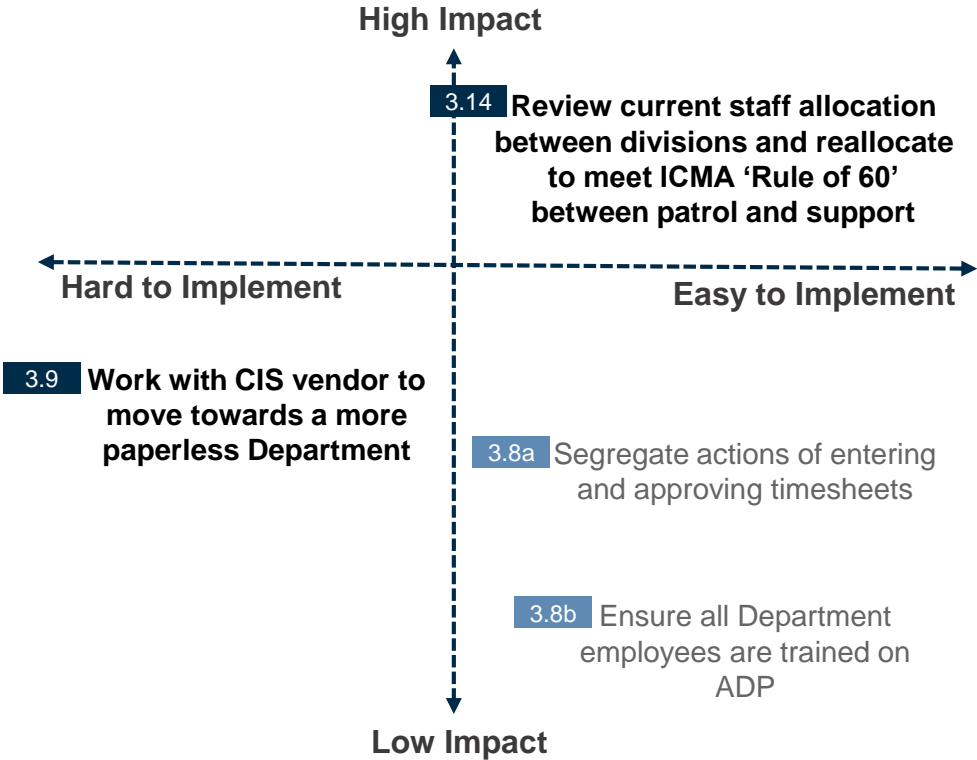
The Police Department should focus on analyzing staffing needs across all Divisions and reallocate staff internally before making any new hiring requests. A&M makes no recommendations on naming a new Chief but that decision will also lead to overall improvements in the areas of Department management and inputs into the budget and procurement processes. A technology assessment should also be conducted to identify potential cost savings for processes that still rely on paper inputs.

Top Priorities






Recommendations Matrix

■ Priority Recommendations



Z. Summary of Code Enforcement









Code Enforcement is currently located in the Police Department even though most benchmarking communities have the function located within the Building Department. Given available data, the Division performs well in terms of Code action per employee. Data also indicates Division appears to be staffed appropriately or perhaps needing some levels of administrative support.

Item Reviewed	Observations	Recommendations	Cost	Savings
Department Head 	<ul style="list-style-type: none"> Current leadership position is open 	<ul style="list-style-type: none"> Appoint lead for Code Enforcement 	<ul style="list-style-type: none"> Low 	<ul style="list-style-type: none"> Low
Staff 	<ul style="list-style-type: none"> Roles and Responsibilities are clear but there are no SOPs Regular reports are not being given to the Commission or uploaded to the website Village Codes were rewritten over 1.5 years ago with no input from Code Enforcement staff There is no direct telephone line to Code Enforcement Adequate training opportunities are not being offered to staff 	<ul style="list-style-type: none"> Develop Standard Operating Procedures Prepare comprehensive monthly activity reports Review the Current Codes to ensure they are up to date Establish direct phone line to Code Enforcement Establish ability to submit and track violations on the website 	<ul style="list-style-type: none"> Low Low Low Low Low 	<ul style="list-style-type: none"> Low Low Low Low Low
Benchmarking 	<ul style="list-style-type: none"> Of 13 peer municipalities reviewed, only 2 maintain Code in the Police Department Department appears to perform near the top of the acceptable range of benchmarking municipalities based on work output per employee 	<ul style="list-style-type: none"> Evaluate potential of moving Code into the Building Department over a longer term period Continue to track Code Enforcement activity but add KPIs such as time it takes to open and close a case 	<ul style="list-style-type: none"> Low Low 	<ul style="list-style-type: none"> Low Low

Z. Police Department – Code Enforcement

Context

- The North Bay Village Code Enforcement Division is currently located within the Police Department and is comprised of two full time staff. Recent retirement leaves leadership of the Division position open.
- Top code violations the last several years include Sign Violations and Illegal Construction Activity.
- FY2019 Budget for the Division totaled \$175,000 of which 100% was spent on personnel

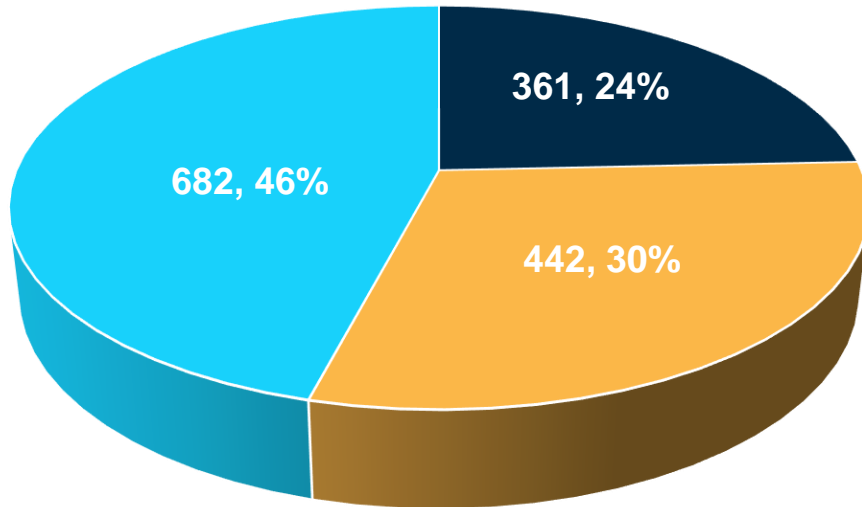
#	Observation	Indicator
3.17	Interviews indicated Roles and Responsibilities are well defined, however there are no established Standard Operating Procedures and some administrative work completed by the Clerk's office.	
3.16	Recent retirement leaves Code Enforcement leadership position open.	
3.19	Village Codes were apparently rewritten over 1.5 years ago with little or no input from Code Enforcement staff. Some effort was made to revise the Codes recently but these efforts are stalled.	
3.20	There is no direct telephone line to Code Enforcement and no way to report violations on the website. The website also offers no way to check current status of an open case.	
3.21	Division staff are participating in some training but additional training and development support should be encouraged.	
3.22	Of the thirteen (13) peer municipalities reviewed, only two (2) maintain Code Enforcement in the Police Department. In some instances, Code Enforcement reports directly to the City Manager.	
3.18	Monthly reports are not being given to the Commission or uploaded to the website.	
3.23	1,485 actions were taken in 2018 with three (3) employees at that time for 495 actions per employee. Benchmarking data indicates that other Code Enforcement Departments complete similar activities in the 300 to 500 actions per employee putting North Bay Village at the upper end of the range. In 2019, North Bay Village will have two (2) Code Enforcement employees putting the activity per employee at ~740 indicating potential need for administrative support.	

 No Significant Issue Observed  Some Issue Observed  Significant Issue Observed

Z. Police Department – Code Enforcement

Performance Data - Code Enforcement

2018 Code Enforcement by Area of the Village



■ North Bay Island ■ Harbor Island ■ Treasure Island

In 2018, 46% of the 1,485 total Code Enforcement actions took place on Treasure Island which appears logical since this is the largest of the three areas in the Village.

2017 & 2018 Code Enforcement by Area of Village

	North Bay Island	Harbor Island	Treasure Island	Total
2017	280	410	822	1,512
2018	361	442	682	1,485
Change	29%	8%	-17%	-2%

In terms of trends, Code Enforcement actions were down Village-wide 2% in 2018 compared to 2017. North Bay Islands however experienced a 29% increase primarily due to activity around monitoring vacation home rentals. Treasure Island experienced a drop primarily due to street construction activity.

Z. Police Department – Code Enforcement


Benchmarking Data - Code Enforcement Actions in 2018


	Code Enforcement Staff (FTE)	Code Enforcement Actions	Actions Per Staff	Population	Code Action Per 1,000 Residents	Households	Code Action Per 1,000 Households
North Bay Village	3	1,485	495	8,317	179	3,486	426
Benchmark Municipality Average	1.5	420	283	9,890	56	4,288	138
Bay Harbor Islands	2	1,101	551	6,006	183	2,474	445
South Miami	2	540	270	12,645	43	4,226	128
Longboat Key	1	120	120	7,292	17	3,820	31
Miami Springs	1	144	144	14,454	10	5,371	27
Gulf Shores	1	317	317	11,809	27	5,488	58

- In this benchmarking analysis, the Village appears to be engaging in Code Enforcement activities at a volume that is one of the highest compared to other benchmark communities on a per employee, per 1,000 population, and per 1,000 household basis based on data from 2018.
- In 2019, North Bay Village is down to two Code Enforcement staff which would now place the Department at the top of the range in terms of code actions per staff (743 actions per staff). Given the increase in workload, there is a potential need for some administrative support.

The Village performs well on Code Enforcement actions on a per employee and per 1,000 residents and per 1,000 households basis.

Benchmarking – Best in Class Reporting

 Cases Opened by Type and Status City of South Miami Date Range Between 1/1/2018 and 12/31/2018			
18-00038	Wilfred Hall	6440 SW 63RD TER	
1/18/2018	MINIMUM HOUSING	0940250391530	MATT CHILDERS NATALIA ANDRADE
9/7/2018	Unassigned	CASE CLOSED	
CE observed wood fence in need of repairs. CCIN 3028			
18-00039	Wilfred Hall	6441 SW 64TH ST	
1/18/2018	MINIMUM HOUSING	0940250391640	KENNETH M BAILEY & W LINDA C
7/17/2018	Unassigned	CASE CLOSED	
CE observed wood fence in need of repairs. CCIN 3029			
18-00037	Wilfred Hall	5829 SW 73RD ST	
1/20/2018	OUTDOOR SEATING AND DINING	0940360220260	MARK RICHMAN PROPERTIES INC
3/30/2018	Unassigned	CASE CLOSED	
CE observed tables and chairs on side walk at restaurant that is no longer in operation. CCIN 3030			

 TOWN OF LONGBOAT KEY			
CODE ENFORCEMENT STATS (DECEMBER 2018)			
Violation Type	Cases Opened	Cases Closed	Inspections Completed
Building	2	1	8
Property Maintenance	10	14	70
Rentals	7	6	10
Sea Turtle Protection	0	0	0
Signs	4	4	4
Stormwater	3	1	17
Vessels & Waterways	0	0	1
Zoning	3	2	10
TOTAL:	29	28	120
Civil & CEB Remedy		Total Cases	
Civil Citations		6	
Code Enforcement Board		0	
Permits Reviewed		Total Permits	
Special Events		0	
Fertilizer Management		Total Applications	
Commercial Fertilizer Applications Reviewed		58	

- The Code Enforcement Department should strive to collect KPI data such as time it takes to open and close cases and the amount of time actions are under staff responsibility and time under violator responsibility.
- Continue to prepare monthly and yearly activity reports that allows for improved tracking of Department performance.
- Monthly reports should be shared with the Commission and uploaded to the website for greater transparency and insight into Department performance.
- More functionality should be added to the Village website that allows for tracking of case status and violation reporting.

Z. Code Enforcement Implementation Plan

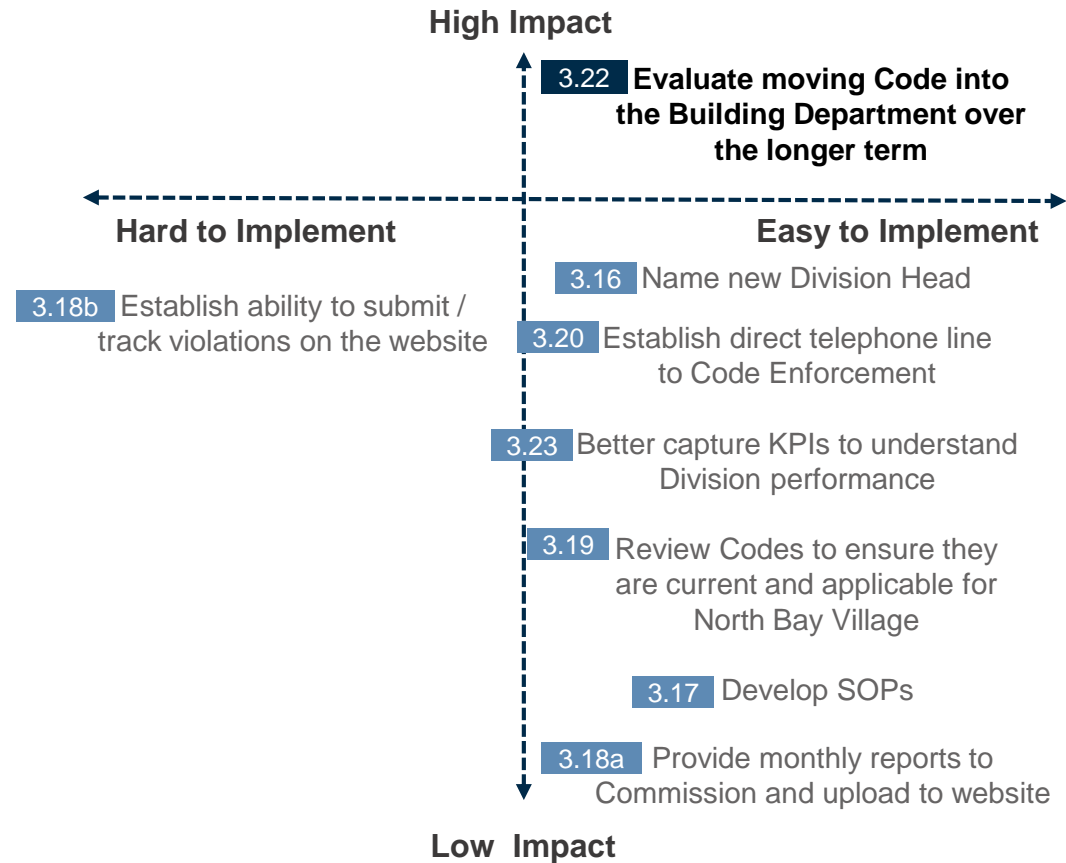
Ideally, Code Enforcement would be moved into the Building Department. However, the Village needs to identify a Building Department Head before this decision should be contemplated. At the same time, Code Enforcement should focus on capturing better Key Performance Indicators to track and analyze performance.

Top Priorities

Evaluate moving Code Enforcement into Building Department over a longer term and only after Building Department leadership position is clarified




Recommendations Matrix

■ Priority Recommendations









Z. Summary of Fleet

Fleet Management is currently being conducted on a part-time basis by staff in the Police Department. The fleet is leased through Enterprise and maintained by Miami Beach fleet services. Given the size of the fleet, a full time position is not required but it is recommended that a professionally trained part-time fleet manager is maintained by the Village at all times.

Item Reviewed	Observations	Recommendations	Cost	Savings
Department Head 	<ul style="list-style-type: none"> Fleet managed on a part time basis by staff in the Police Department 	<ul style="list-style-type: none"> N/A 		
Staff 	<ul style="list-style-type: none"> Fuel purchases are tracked via WEX by Finance but the data relies on manual inputs. The fuel purchase policy is also not well defined Roles and Responsibilities are clear but no SOPs for Fleet Management All vehicles are leased from Enterprise and maintained by Miami Beach Fleet Department Efforts have been taken to consolidate fleet. Size of fleet indicates need for professional fleet management and ongoing training. 	<ul style="list-style-type: none"> Define fuel purchase policy and better track correlation of fuel usage to vehicle utilization via WEX and GeoTab. Develop SOPs Monitor quality of service from Miami Beach. Prepare monthly and yearly vehicle utilization reports. Set aside budget for staff training. 	<ul style="list-style-type: none"> Low Low Low Low Low 	<ul style="list-style-type: none"> Medium Low Low Low Low
Benchmarking 	<ul style="list-style-type: none"> KPIs only recently collected and could be improved upon to generate better reporting. 	<ul style="list-style-type: none"> Continue to track usage by miles and hours driven to better understand vehicle utilization. Once quality utilization data exists, evaluate usage of pooled vehicles. 	<ul style="list-style-type: none"> Low 	<ul style="list-style-type: none"> Low

Context

- The North Bay Village fleet includes:
 - Police: 47 vehicles, 1 boat and trailer, and 1 motorcycle and trailer.
 - Public Works: 10 vehicles and 4 garbage trucks
- All vehicles are leased through Enterprise and maintained by Miami Beach Fleet Department.
- Fleet is being managed by one staff member who is performing the duties part time as they are a sworn officer in the Police Department.
- Finance Department also monitors fuel data from WEX system.

#	Observation	Indicator
3.25	Fuel purchases are monitored by Finance Department via WEX but many data points rely on manual inputs such as odometer reading. Fuel purchases do not appear to be closely monitored in relationship to utilization (mileage, hours driven, odometer reading) and the fuel purchase policy is not well defined.	
3.26	Interview indicated Roles and Responsibilities are well defined but there are no SOPs.	
3.30	Some KPI data is being tracked but not enough for fleet of this size. For example vehicle utilization in terms of mileage and hours driven has not been tracked in the past but has started recently.	
3.27	All vehicles are leased from Enterprise and maintained by Miami Beach Fleet Department.	
3.28	Efforts have been taken to consolidate fleet – limited makes and models.	
3.29	Given the size of fleet, a separate full time position is not needed at this time. However, because fleet management requires expert knowledge and experience, it is recommended that the function of managing the Village's fleet remain a recognized job function and include ongoing personnel training and KPI evaluation.	

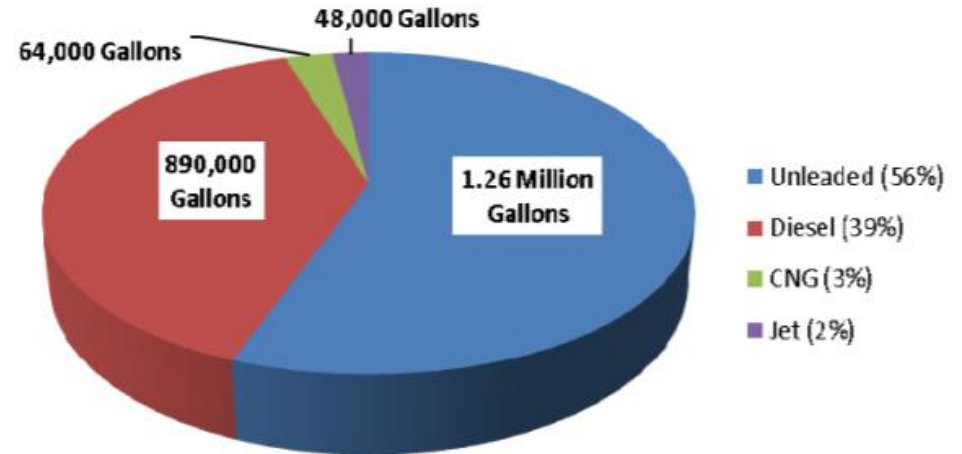
 No Significant Issue Observed
  Some Issue Observed
  Significant Issue Observed

Benchmarking - Best In Class Reporting

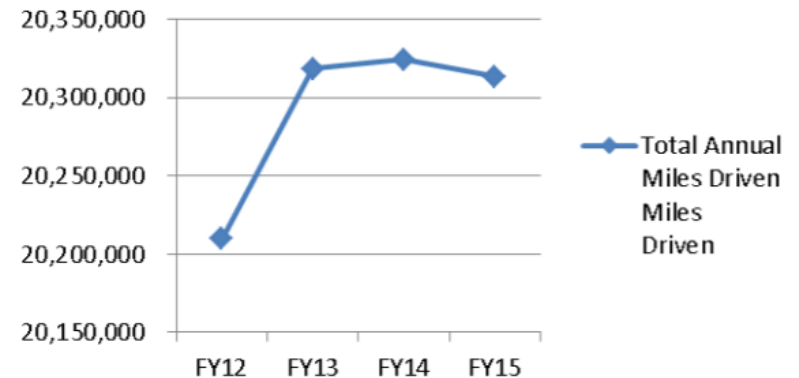
- While the Village fleet may be relatively small, monthly and annual reports should be completed by Fleet Manager for Commission review and uploaded to the Village website.
- KPIs such as fuel purchases per vehicle and vehicle utilization should be included in these reports to help the Village understand how to best manage costs.

Sample Reporting

FY15 Fuel Purchases (2.26 Million Gallons)



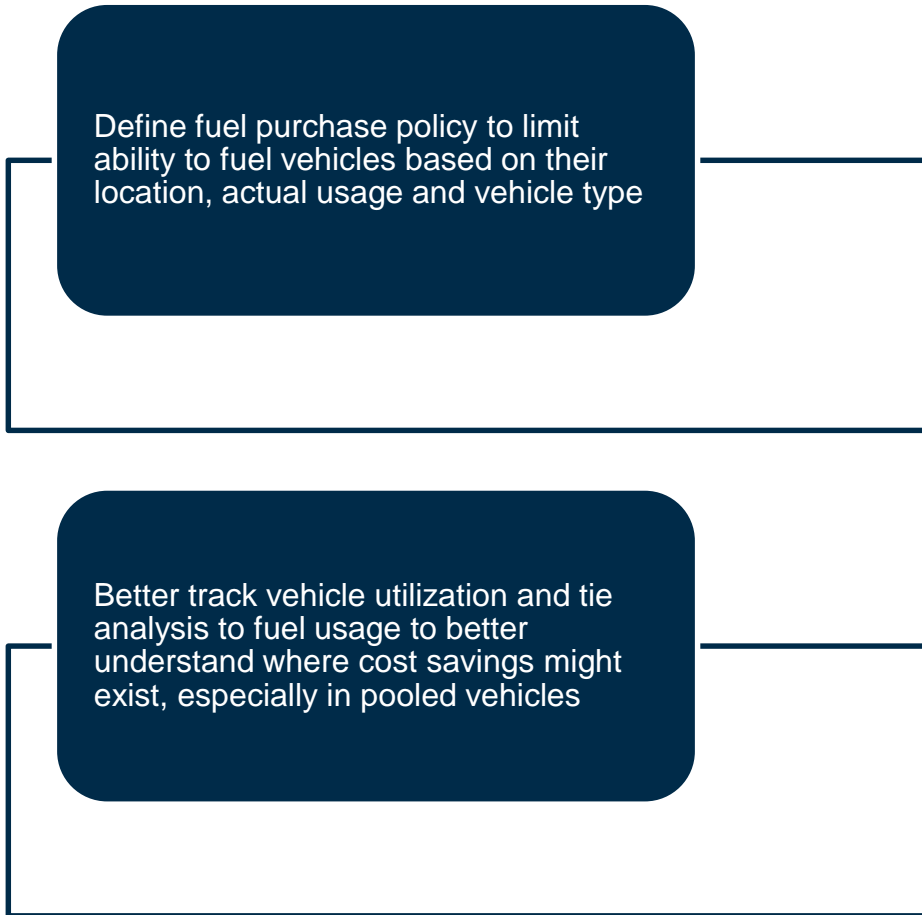
Total Annual Miles Driven



Z. Fleet Implementation Plan

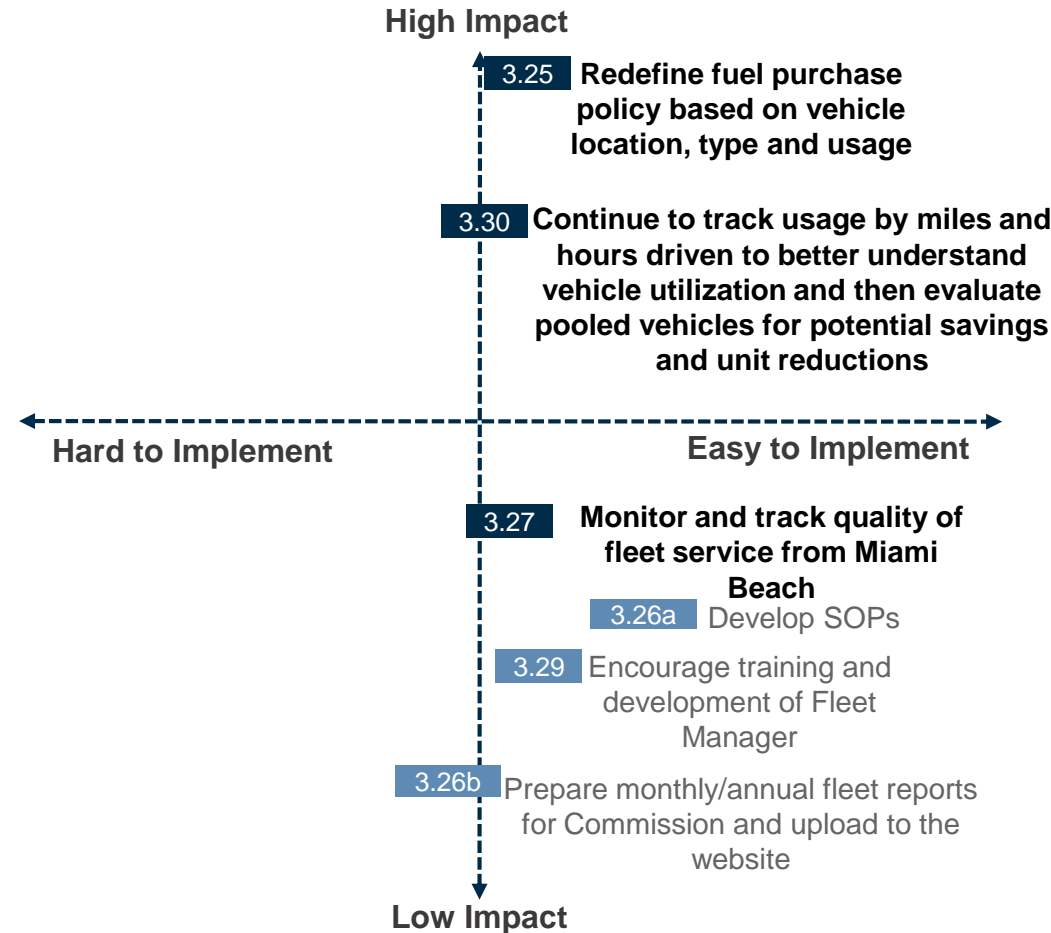
The top priority of the Fleet Division should be to redefine the fuel purchase policy to make sure the ability of staff to purchase fuel is limited to the need of the specific vehicle. At the same time, a fuel purchasing program should be created with local providers so fuel purchases can be better tracked. Given the size of the fleet, better data should be tracked and analyzed for long term fleet right-sizing.

Top Priorities






Recommendations Matrix

■ Priority Recommendations











AA. Summary of Public Works Department




With no budget for a Public Works Director, it is not clear how much the Acting Director is administratively managing the Department including staff management and providing inputs into the budget and procurement processes. KPI data is not readily available so appropriate levels of staffing are difficult to ascertain. Available data indicates that sanitation services should be bid out to determine if there are acceptable cost savings and the minibus service should be evaluated for viability.

Item Reviewed	Observations	Recommendations	Cost	Savings
Department Head 	<ul style="list-style-type: none"> Acting Director not engaged with management/budget or procurement for Department 	<ul style="list-style-type: none"> Hire a Professional Engineer (PE) certified Director with strong budgeting and management skills 	<ul style="list-style-type: none"> Medium 	<ul style="list-style-type: none"> Low
Staff 	<ul style="list-style-type: none"> Roles and Responsibilities not well defined No SOPs and KPIs are not being collected and analyzed Minibus ridership is 340 per month/average cost of \$20/ride. Potential to outsource Sanitation service to 3rd party Department vehicles are maintained by Miami Beach Staff spending time maintaining two small parks 	<ul style="list-style-type: none"> Develop SOPs for each function of the Department Better capture KPIs for reporting Evaluate other transportation options for residents. Obtain bids from 3rd parties to maintain two parks. 	<ul style="list-style-type: none"> Low Low Low Low 	<ul style="list-style-type: none"> Low Low Medium Low
Benchmarking 	<ul style="list-style-type: none"> Given benchmark data, potential to outsource sanitation services. Utility rates have been constant over last four years but not clear if adequate revenues are being set aside for future projects 	<ul style="list-style-type: none"> Obtain bids from 3rd parties to provide sanitation services Conduct long term infrastructure planning to determine future costs 	<ul style="list-style-type: none"> Low Medium 	<ul style="list-style-type: none"> Low Low

Context

- The Public Works Department is comprised of 12 full time and three part time employees working in functional areas - Transportation, Sanitation, Utilities, Street Maintenance, Water, Sewer and Stormwater. There is no current budget funded Public Works Director position.
- Infrastructure includes 725 service connections and 57 fire hydrants, four waste water pump stations, with a total of nine pumps , 5.6 miles of pipe and 1.2 MGD of waste water, two storm water pump stations and two storm water pumps with 5.6 miles of pipe. All underground electrical conduits are maintained by Florida Power & Light. Department also maintains two parks, operates a minibus service, and handles sanitation and water utility services.
- FY2019 Budget for the Department totaled \$8.1M (all Funds) of which 13% was spent on personnel.

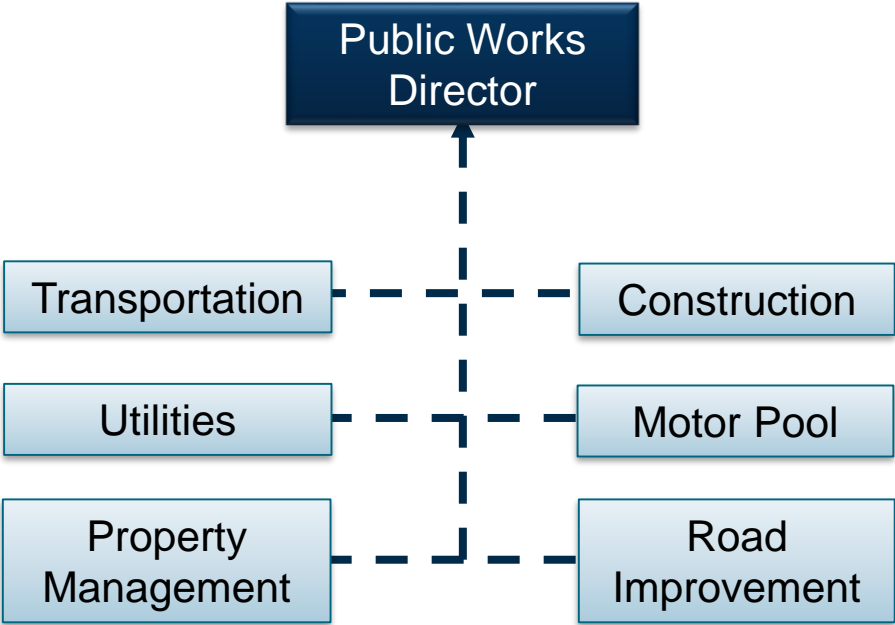
#	Observation	Indicator
3.32	Interviews indicated Roles and Responsibilities are not well defined – no budget for Director position - and there are no Standard Operating Procedures for each function of the Department.	
3.31	Not clear how much the Acting Public Works Director is engaged in managing the Department from a staff management/development perspective and engaging in the budget/procurement processes.	
3.33	Not enough KPI data is being collected and analyzed for the Department.	
3.34	Minibus ridership is approximately 340 per month at a median cost of \$20 per ride. This is not an efficient use of Village resources but there may be other reasons to maintain to the service.	
3.35	Water, Sewer and Stormwater rates have been constant over the last four years but unclear if sufficient reserves are being maintained for future projects.	
3.38	Sanitation rates have remained relatively stable over the last four years but benchmarking data indicates potential need to outsource to a 3 rd part.	
3.36	Utility billing not using the Tyler system to its full potential.	
3.37	The Public Works Department fleet is currently managed through the Police Department and maintenance of vehicles is outsourced to Miami Beach.	

 No Significant Issue Observed
  Some Issue Observed
  Significant Issue Observed

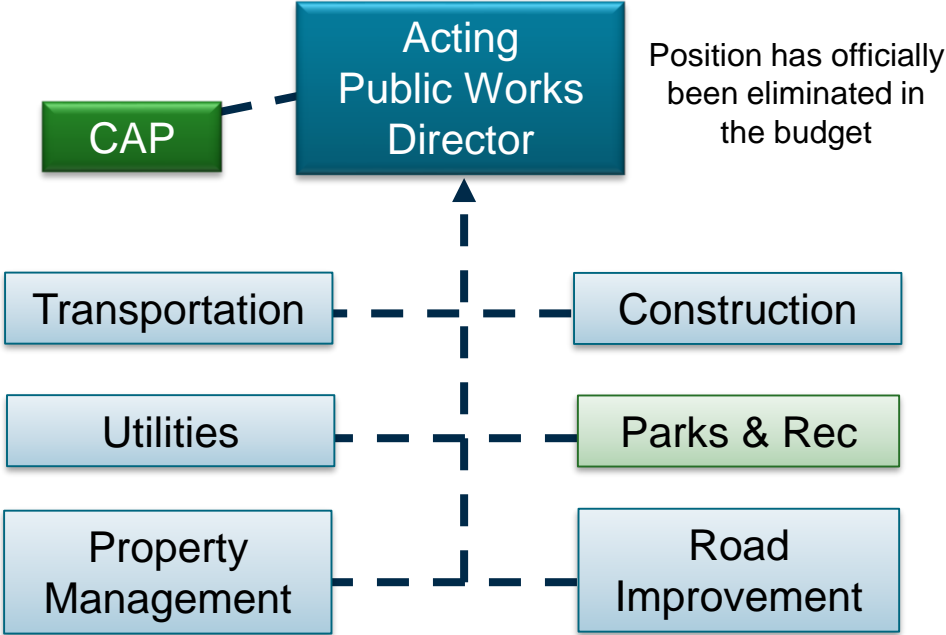
AA. Public Works

Overview

Current Organizational Chart



Observed as Part of Study



Position has officially been eliminated in the budget

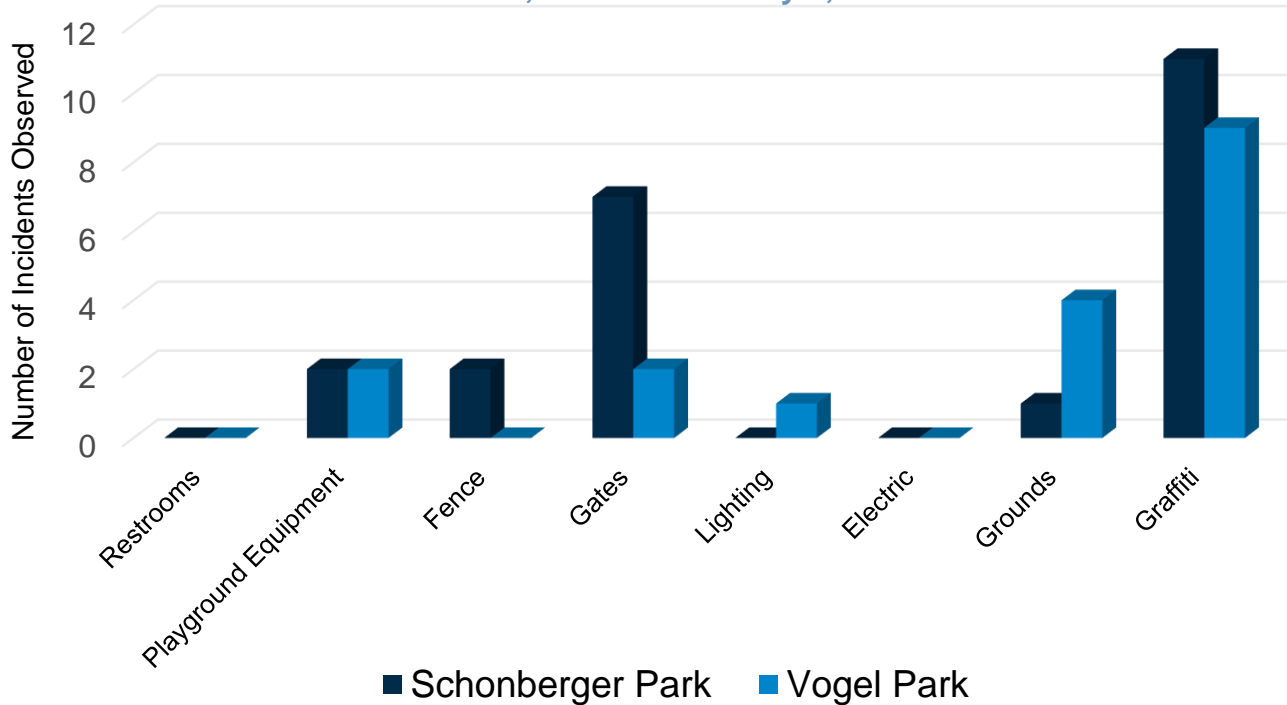
Motor Pool function has been moved to Fleet Manager in Police Department

Because there is no officially funded Department Head position, it is not clear as to how much the Acting Public Works Director is acting in an administrative capacity to manage/develop Department staff or participating in a budget/procurement role.

AA. Public Works

Performance Data - Parks & Recreation

Park Inspections Results
March 8, 2018 to February 8, 2018



- Voters recently approved \$9.4 million for parks and open space development. The Village has spent \$5.5 million for the purchase and development of new parks to-date.
- There are two small parks currently - Dr. Paul Vogel Park and Dr. Philipp Schonberger Park.
- Overall conditions of the parks are good, but graffiti and broken gates are the main problems.

Estimated Monthly Costs to Maintain Parks

Cost Element	Hours	Total Cost
Director	6	+/- \$450
Staff	9	+/- \$405
Contractor	-	+/- \$200
Total	16+	\$1,055

- It is estimated that staff spends 15 hours per month monitoring and maintaining the parks and a 3rd party vendor provides fence maintenance.
- The estimated cost for this level of service is \$1,100 per month including staff labor and fence maintenance.
- In terms of outsourcing park maintenance, need to evaluate if a 3rd party could provide same level of service for +/- \$1,100 per month.

Performance Data - Minibus Service in 2018

	January to March	April to June	July to September	October to December	2018 Total
Riders	650 (217 / month) (7 / day)	650 (217 / month) (7 / day)	2,205 (735 / month) (24/day)	924 (308 / month) (10/day)	4,429 (369 / month) (12/day)
Cost of Service	\$19,095 (\$6,365 / month) (\$212 / day)	\$23,025 (\$7,675 / month) (\$255 / day)	\$21,800 (\$7,266 / month) (\$242 / day)	\$20,957 (\$6,985 / month) (\$232 / day)	\$84,877 (\$7,073 / month) (\$235 / day)
Cost per Ride	\$29	\$35	\$10	\$23	\$20

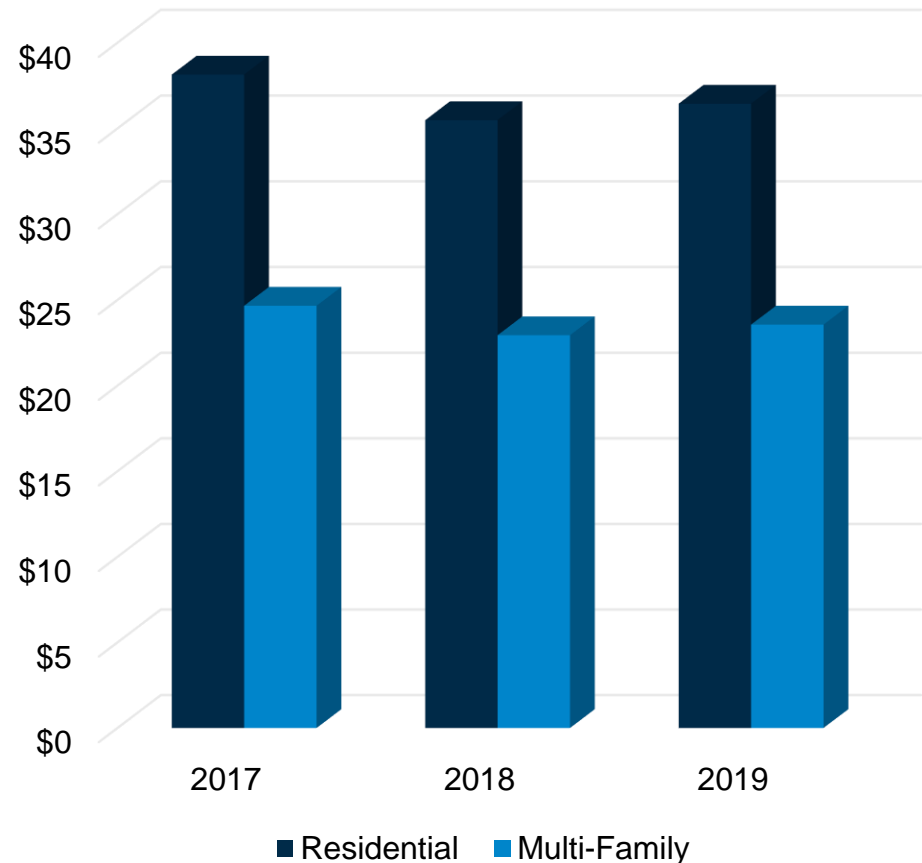
- Average ridership varies per month but averages 12 per day and increases in the fall due to more student activity.
- Average cost varies per month but yearly average is \$7,073 per month / \$235 per day.
- Average cost per rider varies per month but yearly average is \$20 per ride.

With an average rider total of 12 per day at an average cost of \$20 per ride, the minibus service may not be an effective use of Village resources.

Performance Data - Sanitation

- Sanitation service handled by Public Works but Finance Department handles billing. Department goal is to provide waste hauling services to the Village as economically and efficient as possible, but unclear how this goal is tracked.
- According to the Table at the right, sanitation rates have been relatively stable over the last three years.
- According to staff, there have been past efforts to evaluate potential of outsourcing sanitation services but current status of the evaluation is unknown.
- Sewer systems upgrades have taken place over the last several years, but Village should ensure adequate reserves are planned for future work.
- Billing procedures are not as automated through the Tyler System as they should be.

North Bay Village Sanitation Fee Trends



Sanitation rates are stable but unclear if current rates support future growth in cost to provide sanitation services.

Benchmarking Data – Residential Sanitation

Municipality	Sanitation Budget	Customers	Budget Per Customer	Tons Per Year	Budget Per Ton	Staff (FTE)	Budget per Staff	Yearly Tons Per Staff	Trucks	Trucks per Staff	Yearly Tons per Truck
North Bay Village	\$1.1M	642	\$1,713	4,982	\$220	6	\$183,333	830	4	0.7	1,245
Benchmark Municipality Average	\$1.9M	-	-	11,698	\$192	14	\$170,037	830	8	0.7	1,702
South Miami	\$1.4M	-	-	11,340	\$123	10	\$140,000	835	14	1.4	810
Miami Springs	\$2.5M	4,300	\$581	11,364	\$220	12	\$208,333	947	6	0.5	1,890
Miami Shores	\$2.9M	-	-	12,400	\$223	22	\$131,818	563	7	0.3	1,771
Surfside	\$2.4M	-	-	11,690	\$205	12	\$200,000	974	5	0.4	2,338

- Compared to benchmark municipalities, the Village has a smaller budget, number staff and sanitation fleet compared to municipalities who also provide municipal solid waste services.
- The Village appears to be within benchmarks in terms of Budget per Ton per Year, Budget per Staff and Yearly Tons Per Staff compared to benchmark municipalities.
- Peer municipalities that outsource sanitation:
 - Bay Harbor Islands
 - Bal Harbour (Waste Connections)
 - Longboat Key (Waste Management)
 - Marathon (Marathon Garbage Service)

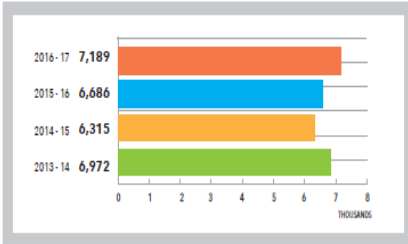
Given availability benchmarking data, the Village should seek bids from 3rd parties to understand their proposed costs and level of service compared to Village's current levels.

Performance Data - Utilities

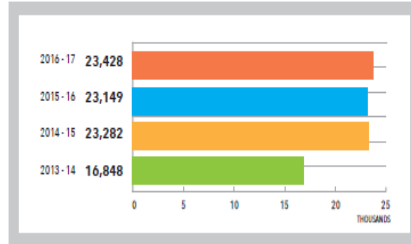
- Besides Sanitation, the Village also handles Water, Sewer and Storm Water services. The rates for these services has been constant over the last four years.
- These utility services are maintained by Public Works but Finance Department handles billing.
- Billing procedures are not as automated through the Tyler System as they should be.
- Approval letters from the Florida Department of Health and Miami-Dade Department of Regulatory and Economic Resources indicate the Village's current utility services are within acceptable ranges of quality.
- Utility Quality Reports and regulatory approval letters are not currently uploaded to the website.
- Not clear if the Village has made appropriate long term infrastructure planning to determine future needs and costs.
 - Roads, curbs, gutter, sidewalks
 - Utilities
 - Flood control

Benchmarking - Best in Class Reporting

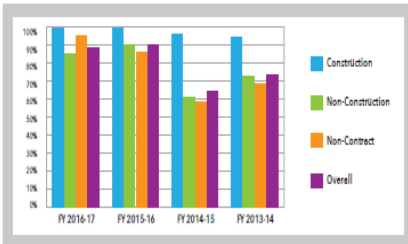
ENCUMBRANCES AND APPROPRIATIONS NUMBER OF TRANSACTIONS PROCESSED



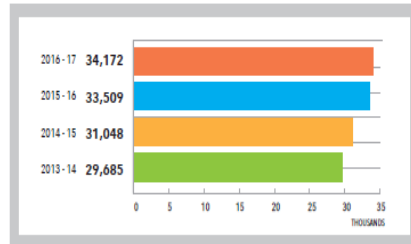
EXPENDITURES NUMBER OF TRANSACTIONS PROCESSED



PERCENTAGE OF PAYMENTS PROCESSED WITHIN 30 DAYS



REVENUE RECEIPTS PROCESSED



Transportation and Public Works

- Transit
- Infrastructure Maintenance
- Land Development
- Public Works Permits
- Traffic Management
- Accessibility
- About Us

Last Visited »

Report Problems

The following problems can be [reported online](#), by emailing 311@miamidade.gov or calling 3-1-1:

- > Potholes
 - > Report a pothole on a County-maintained road, as well as main roads in Doral, Miami Gardens and Palmetto Bay. Miami-Dade County does not handle potholes on private roads, private communities or communities under constructions. Additionally, most municipalities are responsible for the majority of roads in their communities.
- > Damaged sidewalk
 - > Report a broken or raised sidewalk or curb, both concrete or asphalt. For damaged sidewalks where a water meter is present near the broken section, please call 3-1-1.
- > Street name signs
- > Traffic signs
 - > Report traffic or street name signs that are down, damaged or missing. If this request is pertaining to the metal pole base sticking up out of the ground or sidewalk without a pole or sign, please call 3-1-1.
- > Bank trees on canal need cutting
- > Blocked canal
- > Canal culvert blocked
- > Canal bank needs mowing
- > Canal needs cleaning
 - > Public Works and Waste Management maintains approximately 168 miles of secondary canals, while the South Florida Water Management District maintains the primary canal system.

- The Public Works Department should strive to collect KPI data on all Department Functions and prepare monthly reports that allows for tracking of Department performance. These reports should be shared with the Commission and uploaded to the website for greater transparency into Department activities.
- More options should be available for residents via the Village Website such as reporting and tracking incidents.

The hiring process for a new Director is underway, but attention should be given to the candidate's ability to manage staff and perform inputs into the budget and procurement processes. Outsourcing opportunities for sanitation and the minibus should also be given priorities to understand where cost reductions might occur in relationship to a different level of service.

Top Priorities

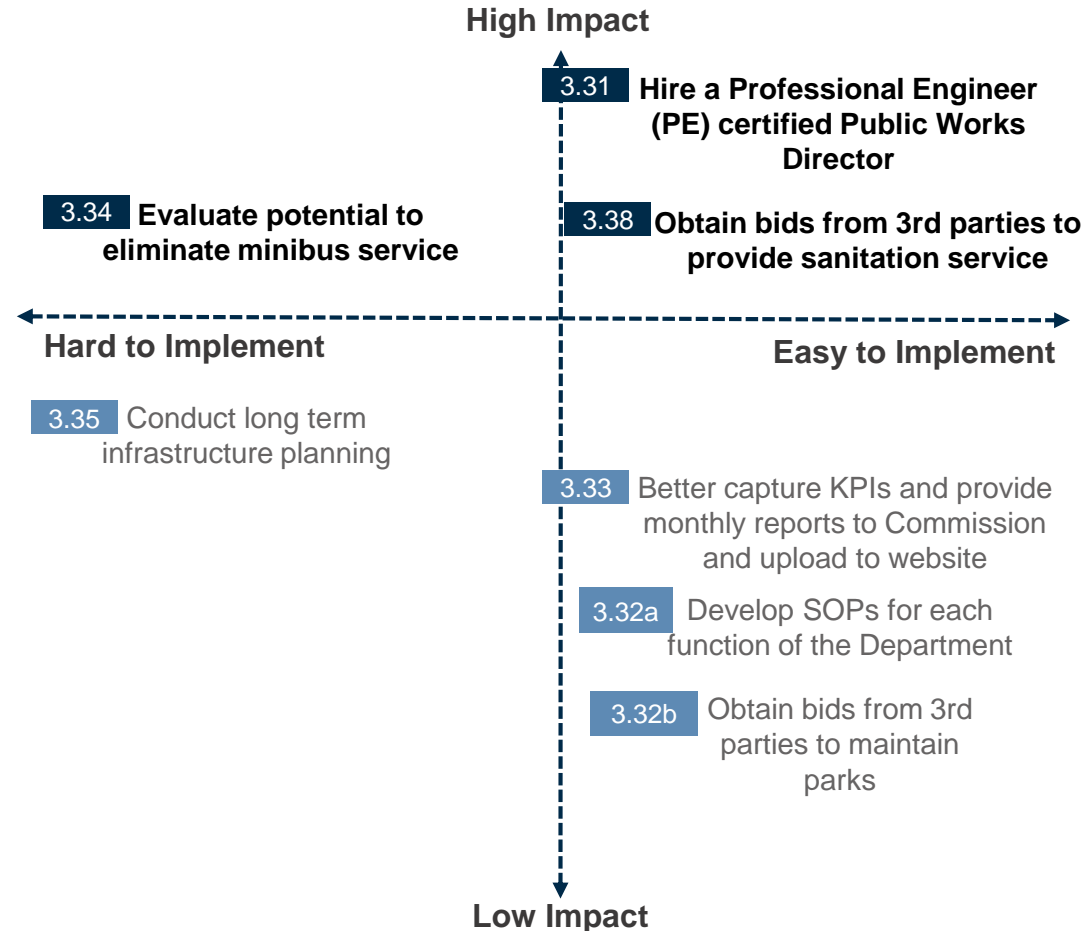
Hire PE Certified Director with strong budgeting and staff management experience

Obtain bids for 3rd party sanitation services

Evaluate eliminating the minibus service




Recommendations Matrix

■ Priority Recommendations








AB. Summary of Village Manager

Current Village Manager is serving in an Interim capacity with no clear timeframe to name a permanent Manager. Given the recent transitional nature of the position, there is a lack of leadership and management on the part of the position (not the current individual serving as Interim). The Village Manager should work closely with the Commission to make sure the recommendations below are implemented in a timely manner.

Item Reviewed	Observations	Recommendations	Cost	Savings
Department Head 	<ul style="list-style-type: none"> Interim Village Manager and unclear when permanent will be named 	<ul style="list-style-type: none"> Restore stability, transparency, and professionalism in position via next hire 	<ul style="list-style-type: none"> Medium 	<ul style="list-style-type: none"> Medium
Staff 	<ul style="list-style-type: none"> Chain of command and communication issues exist between staff, Department Heads, Village Manager and the Commission Many contracts over five years old need to be rebid such as telephone service and USPS contract There is a lack of stable leadership coming from this critical leadership position with minimal input into budget and procurement processes Commission not performing annual review for Manager 	<ul style="list-style-type: none"> Work with Commission, Clerk, Attorney and staff to set clear communication chain of command Seek bids for contracts >5 years old such as telephone system and USPS Identify lead on A&M Implementation Plan recommendations Post monthly activity reports to the Village website for greater transparency into Village activities Establish roles and expectations with Commission and conduct annual review process 	<ul style="list-style-type: none"> Low Low Low Low Low Low 	<ul style="list-style-type: none"> Low Low Medium Low Low Low
Benchmarking 	<ul style="list-style-type: none"> N/A 	N/A	N/A	N/A

Context

- North Bay Village operates under a Village Manager form of local government with four Commissioners and a directly voted Mayor.
- All Departments report to the Village Manager with the exception of the Village Attorney and Village Clerk who both report to the Commission.
- The position is currently held by an Interim Manager and the Village is seeking a full time manager.
- The position of Assistant to the Village Manager is also currently vacant. (4/5/19)
- In the recent Budget, the Deputy Village Manager position was also eliminated.

#	Observation	Indicator
3.41	Many Village contracts are over 5 years old and should be rebid such as the telephone system and the USPS contract.	
3.40	Chain of command and communication from and between staff, Department Heads, Manager and Commissioners has also been impacted by recent events and should be addressed.	
3.39	Village has an Interim Village Manager and it is unclear when permanent Manager will be named.	
3.42	Given recent transitional nature of the position, there is a lack of stable leadership and clear and consistent messaging coming from this critical leadership position which staff depend upon.	
3.43	Commission not currently conducting annual review for the Manager.	

 No Significant Issue Observed
  Some Issue Observed
  Significant Issue Observed

Salary Benchmarking

Tied to A&M’s recommendation to hire a qualified and professional Village Manager is a review of the Village’s compensation for the position. According to benchmarking data collected by Colin Baenziger & Associates, the Village is underpaying the Village Manager in comparison to both Miami-Dade County and benchmarking averages. If the Village wants to attract quality candidates, then some adjustments in the compensation structure might be required.

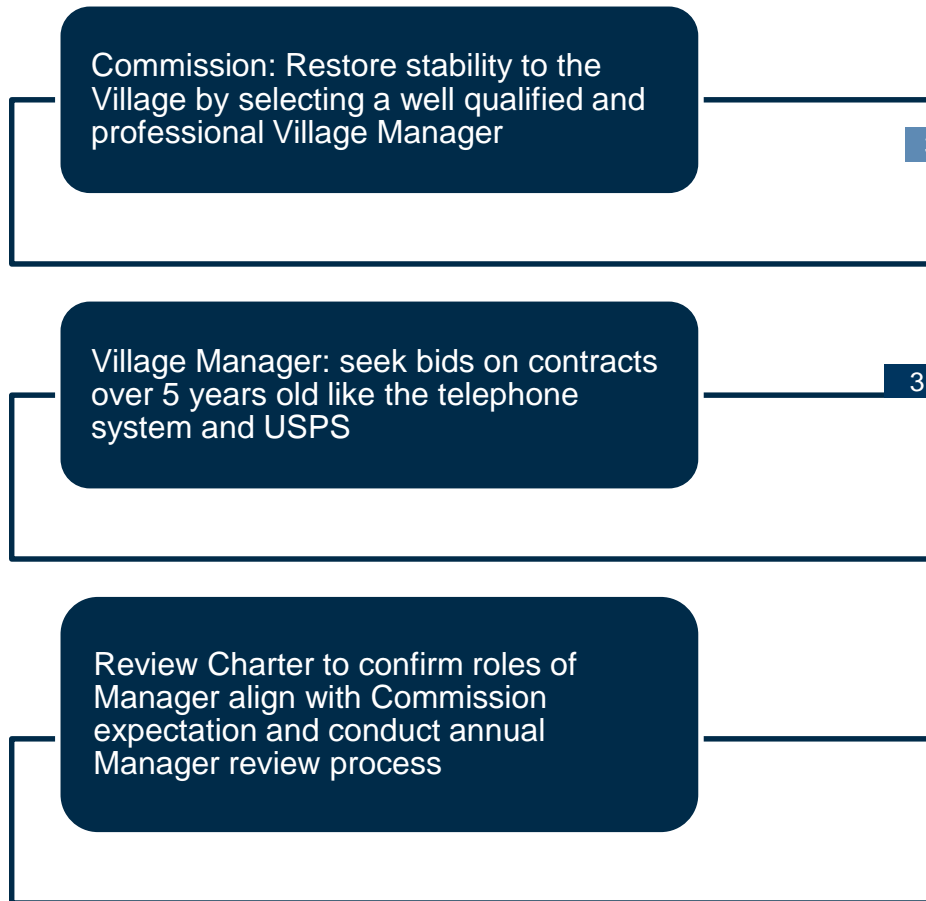
	Population	Full Time Employees	Manager Salary 2017 – 2018 *
North Bay Village	8,973	88	\$125,000
Benchmark Municipality Average	8,500	116	\$178,165
Miami-Dade County Average	45,652	475	\$192,000
Bal Harbour	2,924	79	\$222,847
Bay Harbor Islands	5,826	67	\$170,000
Longboat Key	6,934	117	\$187,000
Marathon	8,877	97	\$150,789
Miami Shores	10,761	205	\$170,414
Miami Springs	14,217	128	\$148,526
South Miami	12,645	137	\$206,000
Surfside	5,814	103	\$169,744

The Village lags behind compensation for the Village Manager position by approximately \$53,000 compared to benchmark communities.

AB. Village Manager Implementation Plan

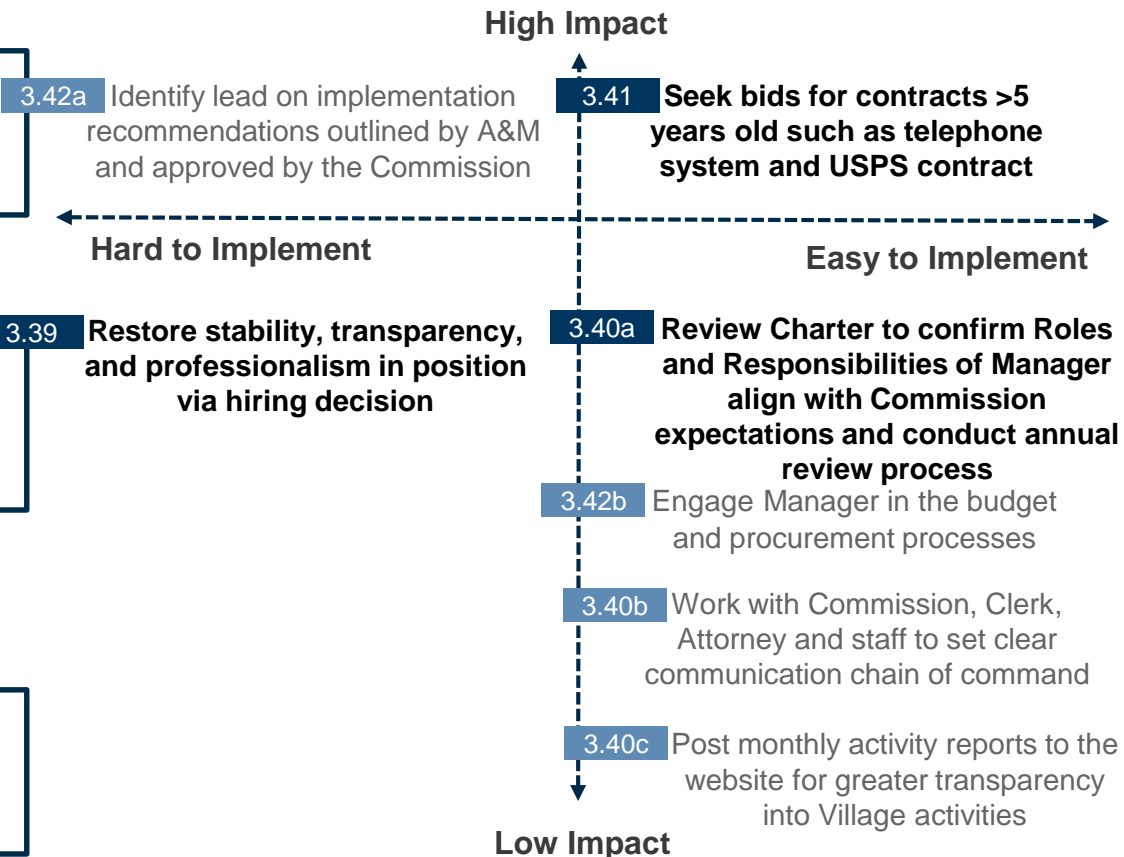
The Commission can greatly add to the stability of the organization by hiring a well qualified and professional Village Manager. In addition to making a qualified hiring decision, the Commission should also engage the Manager in an annual review process to make sure there is alignment in terms of expectations and job performance. The Manager should also follow up on all contracts over 5 years old.

Top Priorities






Recommendations Matrix

■ Priority Recommendations










AC. Summary of Village Clerk




A Village Clerk was recently hired after Village was served by an Interim Village Clerk. There are no SOPs for the Department and no specific SOPs for document management. In addition, the Clerk’s office is generating significant amount of paper given the volume of agenda packets. According to benchmark data, the Clerk should have at least 1 Deputy Clerk with potential additional support.

Item Reviewed	Observations	Recommendations	Cost	Savings
Department Head 	<ul style="list-style-type: none"> New Village Clerk hired 	<ul style="list-style-type: none"> Better Integrate the Clerk into the Budget and Procurement processes. 	<ul style="list-style-type: none"> Low 	<ul style="list-style-type: none"> Low
Staff 	<ul style="list-style-type: none"> No SOPs for the saving, storing, and disposal of Village documents Roles and Responsibilities are not well defined and there are no SOPs for the Department Currently generating a large volume of paper on a monthly basis Performing administrative duties for other Departments Commission not performing annual review for Clerk 	<ul style="list-style-type: none"> Develop SOPs for Village-wide document management. Develop SOPS for the Department Track KPIs and workload to website Obtain bids to transition to electronic-based agenda packet preparations Review Charter to confirm Roles and Responsibilities of Clerk align with Commission expectations and conduct annual review process 	<ul style="list-style-type: none"> Low Low Low Low Low 	<ul style="list-style-type: none"> Moderate Low Low Moderate Low
Benchmarking 	<ul style="list-style-type: none"> With no Deputy Clerk, peer communities reviewed have an average staff size of 2.5 full time staff. 	<ul style="list-style-type: none"> Since Clerk was just hired, no specific recommendation 	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> N/A

Context

- North Bay Village operates under a Charter-defined structure where the Village Clerk reports to the Commission.
- The budget calls for one full time Clerk and a Records Clerk, but Records Clerk moved to Police Department.
- The Village did hire a Clerk recently.
- Most recent budget eliminated the Deputy Clerk position.
- FY2019 Budget for the Department totaled \$280,067 of which 76% was spent on personnel.

#	Observation	Indicator
3.46	There appears to be no Standard Operating Procedures for the saving, storing, and disposal of Village documents.	
3.47	Clerk's office is currently generating a large volume of paper on a monthly basis.	
3.48	Interview indicated Roles and Responsibilities are somewhat clear but could be improved. Also, there are no Standard Operating Procedures for the Department.	
3.51	North Bay Village only has one staff in the Clerk's office. Across Miami-Dade County the average is 3.5 FTE and of peer cities reviewed, average staff of Clerk's Department is 2.5 FTEs.	
3.49	Clerk's office is performing some administrative duties for other Departments.	
3.50	Commission is not currently conducting an annual review for the Clerk	
3.45	New Clerk was hired	

 No Significant Issue Observed
  Some Issue Observed
  Significant Issue Observed

Overview

Current Organizational Chart



Observed as Part of Study



Alternatives



NBV Charter calls for Clerk to report to Commission

Benchmarking Data

Municipality	Population	Clerk Reports To	Staff (Including Clerk)	Title of Assistant
North Bay Village	8,973	Governing Body	1	N/A
Benchmarking Municipality Average	8,500	Governing Body	2.5	Deputy Clerk
Bal Harbor	2,924	Governing Body	2	Deputy Clerk
Bay Harbor Island	5,826	Governing Body	2	Deputy Clerk
Miami Shores	10,761	Governing Body	1	None
Miami Springs	14,217	Governing Body	3	Deputy Clerk
South Miami	12,645	Governing Body	3	Deputy Clerk
Surfside	5,814	Manager	3	Deputy Clerk
Longboat Key	6,934	Manager	2.5	Deputy Clerk
Marathon City	8,877	Manager	2	Deputy Clerk

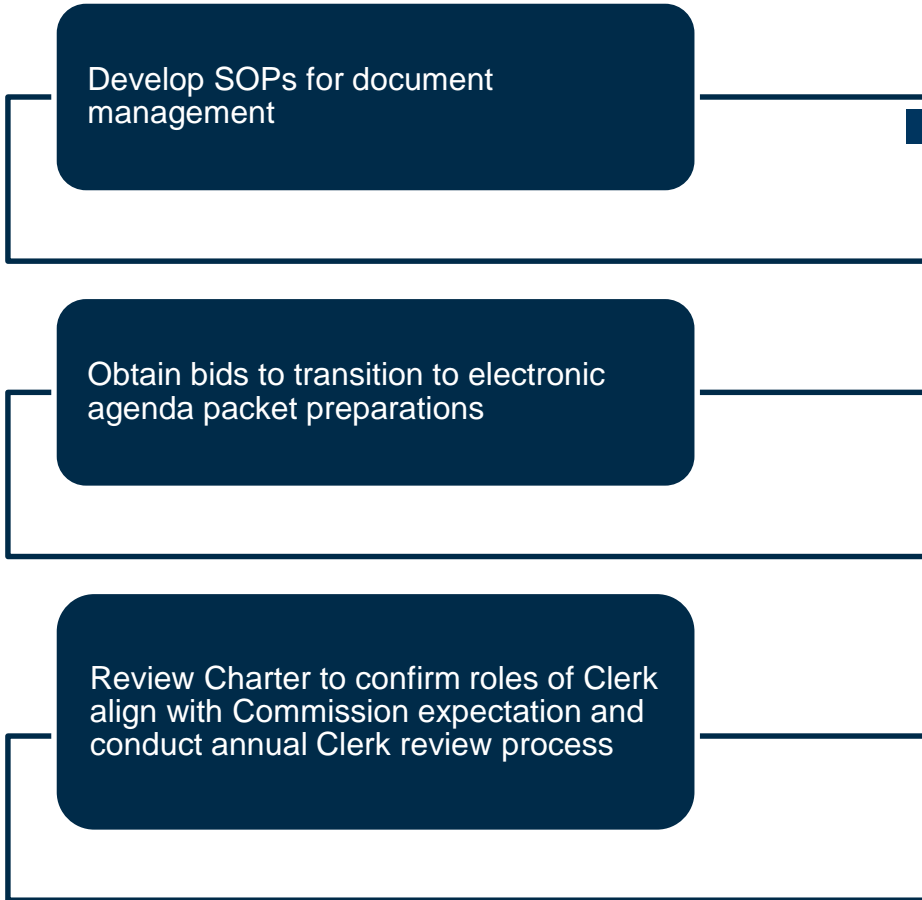
- In 2017-18 Miami-Dade County Municipal Clerks Association Annual Survey, 31 municipalities responded. The average number of staff in the Clerk 's Department was 3.5.
- In reviewing North Bay Village peer cities, the average is 2.5. All peer cities with exception of Miami Shores have a Clerk and Deputy Clerk.

According to benchmark data, Clerk's office is potentially understaffed by 1 FTE.

AC. Village Clerk Implementation Plan

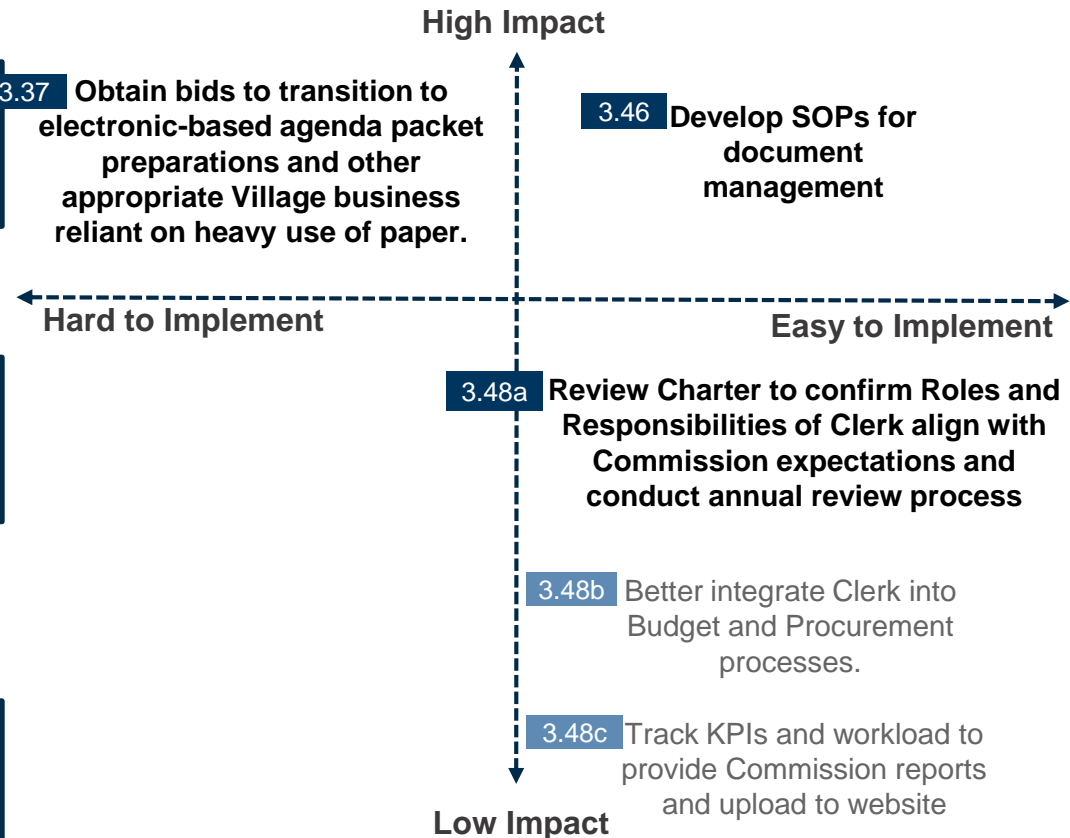
The Village Clerk should focus on developing SOPs for the Clerk’s Office as well as SOPs for document management across the Village. Given the volume of paper being generated, bids should also be obtained to transition to electronic agenda packet preparations. The Commission should engage the Clerk in an annual review process to make sure there is alignment in terms of expectations and job performance.

Top Priorities






Recommendations Matrix

■ Priority Recommendations








AD. Summary of Village Attorney




The Village is currently being served by an Interim Village Attorney. However, RFPs were recently issued and are currently (3/26/19) being evaluated. Charter is not clear as to when Village Attorney needs to seek Commission approval on decisions to hire other legal experts or make a spending decision and should be clarified.

Item Reviewed	Observations	Recommendations	Cost	Savings
Department Head 	<ul style="list-style-type: none"> Village currently served by Interim Village attorney but RFPs being evaluated 	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> N/A
Staff 	<ul style="list-style-type: none"> Attorney does not appear to be providing monthly status reports to post to Village website Appears to be lack of clarity as to when Attorney needs to seek Commission guidance when it comes to hiring 3rd party legal subject matter experts Commission is not currently performing annual review for the Attorney 	<ul style="list-style-type: none"> Provide monthly activity reports for Commission review and posted to the Village website for greater transparency into activities Effectively engage the Attorney in clarifying spending and hiring authority Review Charter to confirm Roles and Responsibilities of Attorney align with Commission expectations and conduct annual review process 	<ul style="list-style-type: none"> Low Low Low 	<ul style="list-style-type: none"> Low Low Low
Benchmarking 	<ul style="list-style-type: none"> Of the ten (10) peer communities in Florida reviewed, only two (2) maintain in house staff attorneys (Miami Beach and Marathon) 	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> N/A

Context

- North Bay Village operates under a Charter-defined structure where the Village Attorney reports to the Commission.
- Village is currently seeking a full time Village Attorney - currently contracts on an interim basis with the Law Offices of Weiss Serota Helfman Cole & Bierman.
- Village Attorney does at times rely on other 3rd party legal subject matter experts.
- FY2018 Budget for the Department totaled \$204,000 of which all is dedicated to a 3rd party contract.

#	Observation	Indicator
3.54	Potential discrepancy on process Village Attorney takes to hire 3rd party legal experts without consulting with the Commission. Charter does not provide clear answer.	
3.53	It does not appear that the Village Attorney prepares monthly activity reports. Standardized and timely submittal of monthly activity reports provides transparency into Attorney activities and should be presented to the Commission and posted to the website for greater transparency.	
3.55	Commission not completing annual review for the Attorney	
3.52	Position currently held by Interim Attorney but RFPs for full time Attorney are being evaluated	
3.56	Of the ten (10) peer communities in Florida reviewed, only two (2) maintain in house staff attorneys (Miami Beach and Marathon) compared to relying on 3rd party contracts.	

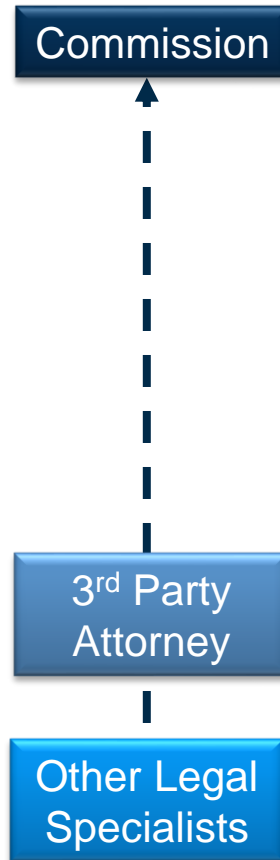
 No Significant Issue Observed
  Some Issue Observed
  Significant Issue Observed

Overview

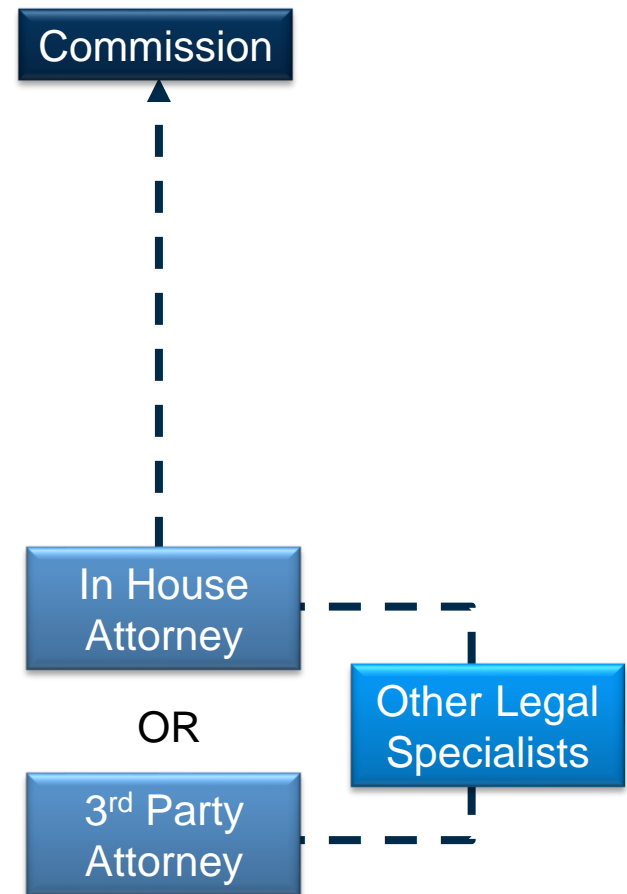
Current Organizational Chart



Observed as Part of Study



Alternatives



Benchmarking Data

Municipality	Legal Representative	Status	Total 2018 Budget
North Bay Village	Law Office of Norman C. Powell (as of 2018)	3 rd Party	\$204,000
Benchmark Municipality Average	Various	3rd Party	\$332,584
Bay Harbor Island	Craig Sherman and Assistant Town Attorneys	3 rd Party	\$163,000
Longboat Key	Persson, Cohen & Mooney	3 rd Party	\$341,000
Surfside	Weiss Serota Helfman Cole & Bierman	3 rd Party	\$418,920
Marathon	David Migut	In-House	\$369,442
Bal Harbor	Weiss Serota Helfman Cole & Bierman	3 rd Party	\$566,997
Miami Springs	Weiss Serota Helfman Cole & Bierman	3 rd Party	\$170,652
Miami Shores	Genovese Joblove & Battista	3 rd Party	\$255,700
South Miami	Pepe & Nemire	3 rd Party	\$507,552
Miami Lakes	Gastesi & Associates	3 rd Party	\$200,000

- In data analyzed, the benchmark average for legal services in FY 2018 was \$340,000. This compare to the Village's budgeted amount of \$204,000 which includes costs for the Village Attorney and 3rd party contracts.
- In addition to expenditure benchmarks, it also appears that most communities similar to the Village engage a 3rd party attorney versus hiring in-house legal staff.

Benchmarking Data

Example of Changing from In-House to 3rd Party Contract Costs

Surfside retains the Town Attorney services through a contractual agreement that commenced in July, 2017, as the Town transitioned from an in-house legal department to outside services with the firm of Weiss Serota Helfman Cole & Bierman.

	FY 2017 Actual	FY 2018 Adopted	FY 2018 Estimated	FY 2019 Proposed
Personnel Services	\$323,546	\$75,897	\$0	\$0
Operating Expenses	\$108,021	\$418,920	\$418,920	\$484,270
TOTAL	\$431,567	\$494,817	\$418,920	\$484,270

↑
Cost difference between staff and 3rd party contract
↑

Example of In-House Attorney Costs

Marathon has one in-house attorney and appears to also have an as-needed legal contract. These costs are taken from their 2018 Budget.

Item	Amount
Salaries	\$210,067
Social Security	\$16,070
Retirement	\$26,310
Group Health/Dental/Life	\$23,743
Workers Comp	\$252
Overhead/Supplies/Travel	\$13,000
Contracts	\$80,000
TOTAL	\$369,442

AD. Village Attorney Implementation Plan

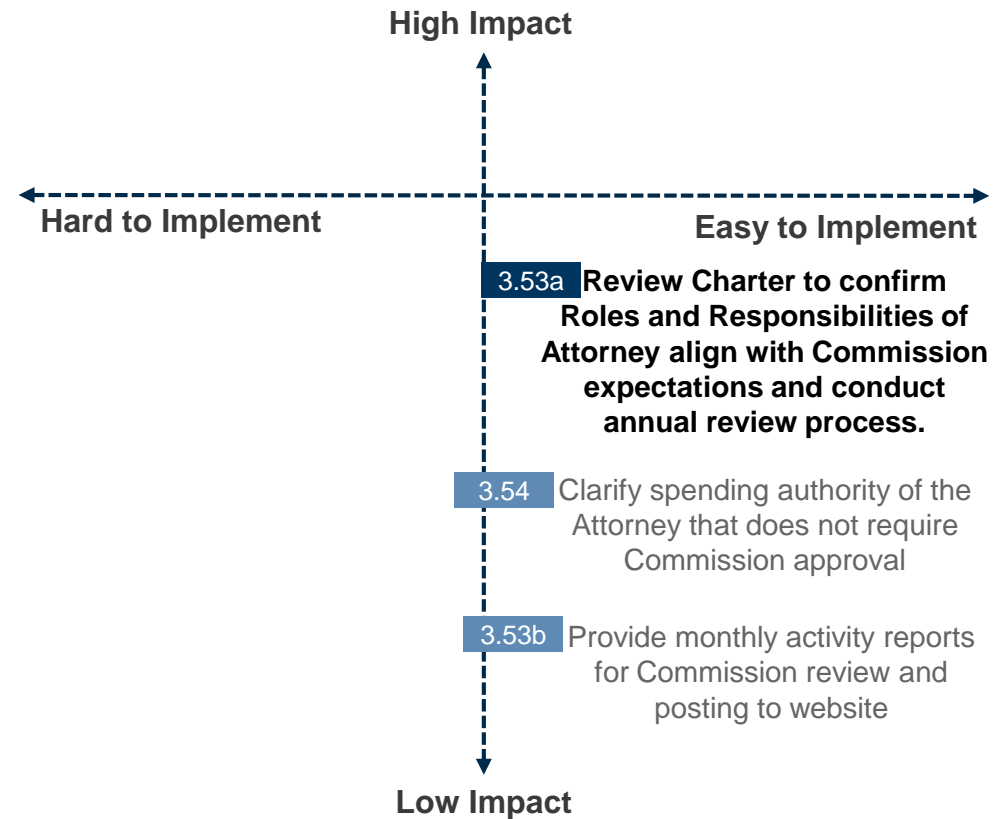
The Commission should engage the Village Attorney in an annual review process to make sure there is alignment in terms of expectations and job performance.

Top Priorities

Review Charter to confirm roles of Attorney align with Commission expectation and conduct annual Attorney review process

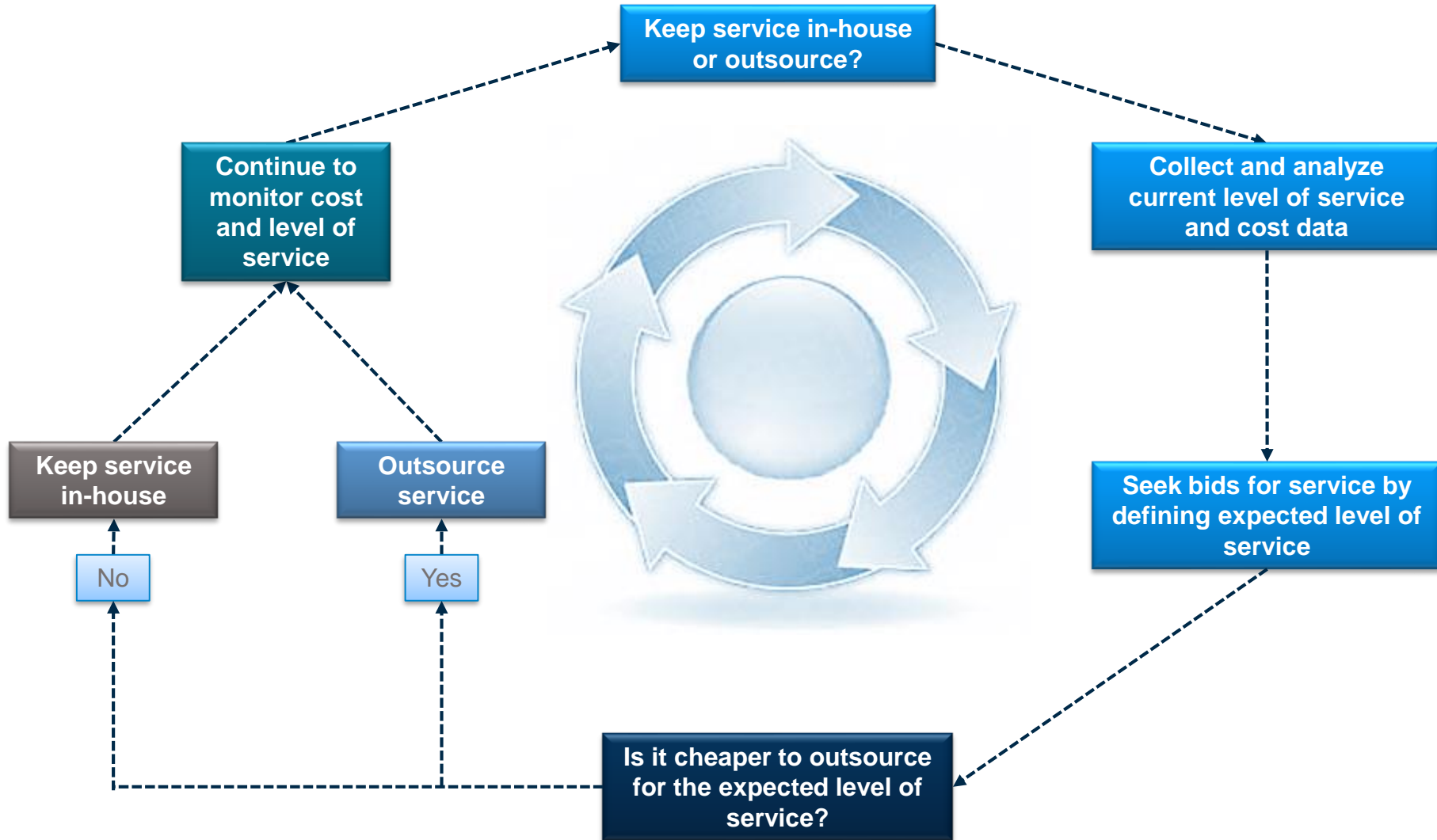
Recommendations Matrix

■ Priority Recommendations



AE. Making An Outsourcing Decision

Cycle of Cost and Level of Service Analyses



TERM	DEFINITION
• A&M	Alvarez and Marsal
• DEPARTMENTS	Village Departments of Building, Police, Public Works, Manager, Clerk and Attorney
• FDLE	Florida Department of Law Enforcement
• FTE	Full Time Equivalent
• ICMA	International City/County Managers Association
• KPI	Key Performance Indicator
• SOP	Standard Operating Procedure
• Village	North Bay Village

ALVAREZ & MARSAL

Alvarez & Marsal Recommendations Status Update as of 4/12/22

Department	Report Section	Recommendation	% Completed	Comments
Building	3.1	Identify Department Head "function" from administrative/budget/procurement perspectives	100%	CFO hired November 2020 and is tasked with overseeing these functions.
Building	3.2	Rebid CAP and LaRue contracts for best pricing	100%	LaRue contract was readvertised, and they were replaced by Calvin Giordano & Associates, resulting in considerable improvement to planning services. CAP contract was readvertised, resulting in considerable savings to the village.
Building	3.5a	Conduct a technology assessment to build out more capabilities to track projects and Department performance on the website	100%	IT conducted an assessment and assisted with the automation of electronic plans review.
Finance	1.1	Elevate Finance Department leadership role to Chief Financial Officer	100%	Created Chief Financial Officer classification and hired CFO in October 2020.
Finance	1.2	Establish policies to govern the Village's core financial management functions	90%	We revised the Travel Policy and Credit Card Policy. Will also be looking into a true p-card program with a rebate involved with spend.
Finance	1.3	Adopt all policies, including those of the Finance Department, through the Village Commission resolution process	90%	No need to adopt Policies because we already have them in the Code, only the ones that need to be updated. Will need to review older policies for updates.
Finance	1.4	Optimize the use of Tyler system to support financial management functions	90%	Staff is continuously trained in order to learn new features. Because this is neverending, we do not expect to ever fully reach 100% for a long period of time.
Finance	1.5	Restructure procurement process to improve controls on Village purchases	90%	Enforce the Purchasing and Procurement policy and use DemandStar to expedite the process when required.
Finance	1.6	Identify an appropriately trained procurement staff person to manage the Village's purchasing processes	100%	CFO is overseeing the process and enforcing the code.
Finance	1.7	Enhance use of ADP to reduce the number of manual payroll processes	90%	Map Payroll codes to specific General Ledger accounts to avoid manual journal entries. Look at updating platform for efficiencies.
Finance	1.8	Increase cash management practices to provide additional security for Village funds	100%	CFO is providing a monthly Financial Report to the Commission and managing budget to ensure fiscal responsibility. Departments must have the necessary budget before entering requisitions/POs or they will be denied.
Finance	1.9	Expand the annual budget process to drive collaboration and increased analysis of requests	90%	Created a Budget Manual, and departments are more involved in the budget process. Process enhancements will continue to be implemented in future years.
Finance	1.11	Separate tax levy issued for debt service from the General Fund	100%	Tax levy for debt service has been separated out from the General Fund.
Finance	1.11	Consider opportunities to outsource Finance functions	100%	After analyzing the option to outsource certain finance functions, it was determined that the Village is best served with maintaining finance functions in-house.
Human Resources	2.1	Create an HR Director position to lead the department in line with the Village's organizational strategy and priorities	100%	Human Resources Director hired in July 2019.
Human Resources	2.2	Clarify reporting lines and chain of command across Village employees	100%	All Department/Division Head positions have been filled. Reporting structure has been established.
Human Resources	2.3	Establish required training and process for identifying employee and department-specific trainings	100%	Worked with each Department to identify training needs and develop a future training schedule.
Human Resources	2.4	Follow a consistent procedure for recruiting employees and track applicants through each stage of the process	100%	Recruitment procedures have been updated to reflect best practices.
Human Resources	2.5	Review job descriptions annually to ensure employees are completing required tasks and key functions are appropriately assigned	100%	Job descriptions are always reviewed prior to a recruitment. Job descriptions are reviewed periodically on an annual basis.
Human Resources	2.6	Expand the current performance evaluation process to include goal setting and a mid-year review	75%	Evaluation forms for all Charter Officers have been revamped. Staff has been meeting to revise performance measures, which will be assessed with each Management Team's individual's performance evaluation. In addition, Staff is seeking to obtain a new performance management platform to be included with our payroll software for next fiscal year.
Human Resources	2.7	Manage benefits administration to ensure costs are reasonable and negotiated broker rates are competitive	100%	RFP conducted Summer 2020 for new Medical Broker. In doing so, Village realized a savings of 2.5% off Broker Commissions.

Police	3.9	Work with CIS vendor to move towards a more paperless department	90%	90% Maximum Possible Improvement Attained (MPIA) – as discussed in previous reporting, further improvement is limited by both budgetary and logistical constraints. Paperwork is still mandatory in multiple operational processes (SAO Documentation, Domestic Violence Notifications, Traffic Citations, Property / Evidence Transfers, etc.) and the costs to fully transition our internal evidence process to an all paperless one, will require additional expenditures in software and specific hardware requirements to integrate with CIS. Such an investment is unlikely to yield valuable ROI due to the entrenched need for physical documents in the LE arena. That said, we have rolled out a new feature that now allows us to further automate the Property and Evidence process, resulting in improved accuracy and accountability as part of the Accreditation process - physical property receipts are however still necessary in order to be able to integrate with the evidence processing system of Miami Dade PD - they are in turn, attempting to design a paperless system that they hope will eventually integrate with the P&E system of the other 40 plus LE agencies that operate in Miami Dade and use their services.
Police	3.14	Review staff allocation between Divisions and reallocate staff before any new hires are considered. Officer staffing per 1000 inhabitants is two (2) officers less than peer municipalities on average; Officer staffing per 1000 inhabitants is 0.6 less than the national average for cities with populations less than 10,000	100%	At the time of the A&M Report, NBVPD fell well below the benchmark area municipality average of 5.2 officers per 1000 residents (calling for 43.9 FTEs), and below the national average of 3.8 officers per 1000 residents (calling for 32.1 FTEs) with 27 full-time sworn officers. According to the A&M report in 2017 there were 26,243 calls for service. Currently, NBVPD staffing has fallen to 26 full-time sworn officers (one of which has been on extended light duty, therefore limiting our staffing to 25 actually being available to work) and in 2020 there were some 48,000 calls for service. Using an estimated population of 9,000 (I have been unable to locate the latest current census data) and the only, the lower, A&M specified national average benchmark of 3.8 officers per 1000 residents, our current staffing should be at or near 34.2 FTEs, meaning that the NBVPD is currently understaffed by more than 8 positions (that number would climb to more than 12 positions if using the area municipality benchmark of 5.2 officers per 1000 residents, which would call for 46.8 FTEs).
Police	3.22	Evaluate moving Code Enforcement into Building Department	100%	This recommendation was evaluated, and it was determined to maintain the Code Enforcement Division within the Police Department.
Police	3.25	Define fuel purchase policy based on vehicle location, type and usage	100%	Purchase limits have been implemented through the WEX system and consumption and expenditures are continuously monitored. Further limitation by vehicle type, location and usage is not applicable to the police fleet, since our vehicles must and do roam and function throughout the quad-county area and often must travel throughout the state. The one potential exception is our Marine Patrol Vessel and that has been addressed via the aforementioned controls in WEX.
Police	3.3	Better track correlation of fuel usage to vehicle utilization to identify low-use vehicles and drive towards fleet right-sizing	100%	As was discussed and agreed to with the prior A&M Project Manager, this particular control attempt is NOT APPLICABLE to the Police Fleet. The right sizing of the PD fleet is driven by the number of personnel, departmental mission objectives, and operational necessity; none of these factors necessarily track with fuel consumption - one example that come to mind is the specialty truck that must be used to haul they Marine Patrol Vessel when trailer. The truck does not have a routine patrol function and may thus reflect low fuel consumption, but it is very much a necessary part of the fleet in order to safely and efficiently move our 10,000 pound vessel over land. The PD Fleet is unique and is maintained at the "right-size" according to our needs.
Public Works	3.31	Hire PE Certified Public Works Director with management and budgeting skills	100%	PE Public Works Director hired in 2019.
Public Works	3.34	Evaluate potential of eliminating minibus service	100%	Circuitous, low ridership minibus eliminated and - with improving COVID-related numbers - is being replaced by a fixed route shuttle that takes residents to TIES and downtown, using primarily grant dollars.
Public Works	3.38	Bid out sanitation services to understand alternative levels of service and cost	10%	The decision to contract out will be determined pursuant to a contract with a waste management analyst contract, if funded.
Village Manager	3.39	Restore stability, transparency, and professionalism in position through hiring process	100%	Formal recruitments held to fill all department director level positions with professional individuals that are well-developed to oversee their areas of responsibility.
Village Manager	3.40a	Establish roles and expectations with Commission and conduct annual review process	100%	Annual Review conducted June 2021.
Village Manager	3.41	Seek bids for contracts >5 years old such as telephone system, planning services, and building services	90%	Almost all contracts have been rebid, resulting in enhanced quality and savings.
Village Clerk	3.46	Develop SOPs for Village-wide document management	100%	Created SOPs for Village Clerk's Department.
Village Clerk	3.47	Seek bids for electronic based agenda packets and other paper intensive activities	100%	Implemented Grancius software for agenda management and closed captioning services.
Village Clerk	3.48a	Establish roles and expectations with Commission and conduct annual review process	100%	Annual review conducted in April 2021.
Village Attorney	3.53a	Establish roles and expectations with Commission and conduct annual review process	100%	Annual Review conducted in January 2021



NORTH BAY VILLAGE
EST. 1945

ITEM NO. 3.D

North Bay Village Recommendation Memorandum

DATE: April 12, 2022

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

FROM: Madalyn Medrano, Commission Aide

SPONSORED BY: Mayor Brent Latham

SUBJECT: HONORING CAPTAIN KOKSAL CEPUK FOR HIS HEROIC ACTIONS -
SPONSORED BY MAYOR BRENT LATHAM

RECOMMENDATION

BACKGROUND AND ANALYSIS

On the morning of March 17th, 2022, Captain Koksai Cepuk was sitting on his balcony at 7904 West Drive when he heard a Mustang car drive into the Bay. With a display of courage, Captain Cepuk helped the driver of the Mustang, Dujan Walker, from drowning and brought him to the shore.

Resident Maria Garcia, who also heard the noise, immediately contacted emergency dispatch, where NBV Dispatcher Ms. Nunez sent law enforcement to the scene. Immediately after, Sergeant Benitez arrived at the scene to help Mr. Walker and Captain Cepuk out of the water.

North Bay Village would like to honor the heroic actions of Captain Koksai Cepuk and thank the officers on duty.

BUDGETARY/FINANCIAL IMPACT (Finance Dept.)

N/A

PERSONNEL IMPACT

N/A



ITEM NO. 5.A

**North Bay Village
Recommendation Memorandum**

NORTH BAY VILLAGE
EST. 1945

DATE: April 12, 2022
TO: Honorable Mayor, Vice Mayor and Members of the Village Commission
FROM: village clerk,
SPONSORED BY:
SUBJECT: COMMISSION MEETING MINUTES FOR APPROVAL - D EASTMAN,
INTERIM VILLAGE CLERK

03-8-2022 Regular Commission Meeting Minutes

RECOMMENDATION

BACKGROUND AND ANALYSIS

BUDGETARY/FINANCIAL IMPACT (Finance Dept.)

NONE

PERSONNEL IMPACT

NONE



NORTH BAY VILLAGE
EST. 1945

North Bay Village

REGULAR VILLAGE COMMISSION MEETING VILLAGE COMMISSION MEETING MINUTES

MARCH 8, 2022

6:00 PM

**1666 Kennedy Causeway, #101, North Bay Village, FL 33141 (In-person and virtual via
Zoom. See below for details) Zoom Meeting ID: 879 0499 6697 Passcode: 114525**

ROLL CALL

Present were the following: Mayor Latham, Vice Mayor Wilmoth, Commissioner Chervony, Commissioner Streitfeld

1. Opening Items

A. Call to Order

B. Roll Call

C. Pledge of Allegiance

D. Invocation

Mayor Latham called the meeting to order at 6:07 p.m. Interim Village Clerk Debra Eastman called the roll. The Pledge of Allegiance was led by Mayor Latham. Rabbi Dalfin provided the Invocation.

2. Order of Business

Mayor Latham requested that the order of business allow for the vacation rental item to be heard at approximately 8 p.m. to accommodate a group of residents who wish to add to the discussion and the staff requested that the updated fee schedule resolution take place after the reading of the ordinance regarding the fee schedule.

Commissioner Streitfeld asked to add an item regarding the Biscayne Bay Health Summit. Village Manager Rosado requested to defer item 14J. There was no objection from the Commission.

3. Presentations

A. Proclamations and Awards

B. Special Presentations to Commission

Miami-Dade County Fire Department Division Chief Horacio Rodriguez brought greetings from the Department and extended an offer of assistance to the Village and Village Commission. An invitation was extended to MDC Fire to attend the upcoming Town Hall meeting regarding the bid for construction of municipal facilities including a fire station.

4. Open Forum

There was no one wishing to speak and there were no emails received by the Village Clerk to be entered into the record.

5. Approval of Commission Minutes

There were no minutes for approval.

6. Advisory Board Minutes/Written Reports.

Denise O'Brien, Chair of the Sustainability and Resilience Task Force spoke about the need for water quality testing and the task force related activities, including the benefit of oysters and sharing the information with children. She also encouraged that the Commission a vacancy on the Task Force and included comment on other agenda items. Mayor thanked Ms. O'Brien. Mayor Latham and the other Commissioners recognized International Women's Day and National Women's month and recognized all women for their tremendous contributions.

7. Village Commission's Report

Commissioner Chervony provided a report including information regarding pending work on bridges, the required opening of bridges and future meetings in that regard, his neighborhood outreach activities, International Women's Day and upcoming holidays. Commissioner Streitfeld reported on the new Community Rating System, protecting quality of single family neighborhoods, future attendance at a Stormwater conference and presentation being made their by the Public Works team, moving forward with the living shoreline protection project and joining staff for weekly walk and talks with residents.

Vice Mayor Wilmoth reported attendance at Black History Month event, preparations for Earth Month and future outreach.

Mayor Latham thanked residents for attending the Mayor's Lunch and future luncheons, spoke of the many grants received by the Village and their positive impact on the residents.

8. Village Attorney's Report

There was no report from the Village Attorney.

9. Village Manager's Report

Mayor Latham thanked the Police Chief for reinstating the marine patrol, spoke of uplighting of the palm trees project, legal disposition of the concrete pedestal in the Bay, the launch of the Village app, getting a program for recycling at multi-family buildings, parking and the towing of abandoned vehicles, and restriping. He urged notice to residents that enforcement begins when the restriping project ends.

Mayor Latham spoke of concern regarding the traffic circle being constructed at Harbor Island and cross walks at that intersection were discussed including comments on pedestrian safety, use of BMS signs, logistics, past incidences in that area and future meetings with County officials. The Village Manager will review and report in April.

Village Manager Dr. Rosado presented report items 9A-9I.

9.A Branding & Beautification Initiatives Update (February 2022)

9.B Communications Update (February 2022)

9.C Grant Writer's Report (February 2022)

9.D Capital Improvement Project Update (February 2022)

9.E Water-Based Nuisances Action Plan - *Dr. Ralph Rosado (Asst. to the Village Manager Leo Cosio / Chief Carlos Noriega / Deputy Chief Sam Bejar)*

9.F Traffic Enforcement Update (February 2022)

9.G Police Accreditation Update (February 2022)

9.H Federal Lobbyist Update (February 2022)

9.I Code Enforcement Monthly Report (February 2022)

10. Village Clerk's Report

Interim Village Clerk Debra Eastman thanked the Commission and staff for their warm

welcome and assistance.

11. Consent Agenda

A. Staff Items

B. Proclamation/Award/Village Key Requests

There were no pulls from the Consent Agenda. A motion was made by Commissioner Chervony and it received a second from Commissioner Streitfeld to approve the items on the Consent Agenda. Mayor Latham called for the vote and all were in favor with Commissioner Strout absent.

11.A Florida Department of Transportation Funded Agreement for Landscape Maintenance - *Village Manager Dr. Ralph Rosado (Public Works Director Marlon Lobban, PE)*

A RESOLUTION OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, APPROVING A TURF AND LANDSCAPE MAINTENANCE AGREEMENT WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION FOR THE TURF AND LANDSCAPING MAINTENANCE OF THE 79TH STREET (KENNEDY) CAUSEWAY WITHIN THE CORPORATE LIMITS OF NORTH BAY VILLAGE; PROVIDING FOR AUTHORIZATION; AND PROVIDING FOR AN EFFECTIVE DATE.

Suggested Action: Approve the Resolution approving an FDOT-Department Funded Agreement to supplement costs associated with landscape maintenance in the medians along Kennedy Causeway for an annual amount of \$2,836.

Adopted on Consent. Vote was 4-0 with Commissioner Strout absent.

11.B A Resolution Approving an Updated Fee Schedule - *Village Manager Ralph Rosado, Ph.D., AICP (Village Planner Silvia E. Vargas, FAICP)*

A RESOLUTION OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA APPROVING AN UPDATED FEE SCHEDULE FOR ADMINISTRATIVE SERVICES, BUILDING FEES, AND ZONING FEES; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

Suggested Action: Approve as presented.

Adopted on Consent. Vote 4-0 with Commissioner Strout absent.

11.C Budget Amendment for Bangladesh Event - *Sponsored by Mayor Brent Latham*

A RESOLUTION OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, AMENDING THE BUDGET FOR FISCAL YEAR 2021-2022; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

Suggested Action: Approve the resolution amending the FY 21-22 Budget to transfer funds from the Community Special Events account (GL:001-71-571-5463) to cover the overtime costs associated for the Bangladesh event, sponsored by Mayor Latham, that was held in December 2021.

Adopted on Consent. Vote was 4-0 with Commissioner Strout absent.

12. First Reading of Ordinances

Please be advised that if you wish to comment upon any of these quasi-judicial items, please inform the Mayor during public comments. An opportunity for persons to speak on each item will be made available after the applicant and staff have made their presentations on each item. All testimony, including public testimony and evidence, will be made under oath or affirmation. Additionally, each person who gives testimony may be subject to cross-examination. If you refuse to be cross-examined or sworn-in, your testimony will be given its due weight. The general public will not be permitted to cross-examine witnesses, but the public may request the Commission ask questions of staff or witnesses on their behalf. Persons representing organizations must present evidence of their authority to speak for the organization. Further, details of the quasi-judicial procedures may be obtained from the Village Clerk.

13. Public Hearings

Please be advised that if you wish to comment upon any of these quasi-judicial items, please inform the Mayor during public comments. An opportunity for persons to speak on each item will be made available after the applicant and staff have made their presentations on each item. All testimony, including public testimony and evidence, will be made under oath or affirmation. Additionally, each person who gives testimony may be subject to cross-examination. If you refuse to be cross-examined or sworn-in, your testimony will be given its due weight. The general public will not be permitted to cross-examine witnesses, but the public may request the Commission ask questions of staff or witnesses on their behalf. Persons representing organizations must present evidence of their authority to speak for the organization. Further, details of the quasi-judicial procedures may be obtained from the Village Clerk.

13.A An Ordinance Deleting Specific Fee Amounts from ULDC and Replacing with References to Fee Schedule - Village Manager Ralph Rosado, Ph.D., AICP (Village Planner Silvia Vargas, FAICP)

AN ORDINANCE OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, AMENDING SECTION 5.5, "BASIC APPLICATION REQUIREMENTS FOR ALL DEVELOPMENTS" IN CHAPTER 5, "PERMITS AND DEVELOPMENT APPROVALS," AND SECTIONS 8.10, "DISTRICT REGULATIONS," 8.12, "BONUS HEIGHT," 8.13, "TRANSFER OF DENSITY RIGHTS (TDR) PROGRAM," AND 8.17, "SUPPLEMENTAL DEVELOPMENT STANDARDS" IN CHAPTER 8, "ZONING" OF THE VILLAGE'S UNIFIED LAND DEVELOPMENT CODE (ULDC) TO CLARIFY APPLICABILITY OF FEES, DELETE REFERENCES TO SPECIFIC FEE AMOUNTS, AND REPLACE WITH

REFERENCES TO THE ADOPTED FEE SCHEDULE; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

Suggested Action: Approval of the proposed ordinance on second reading, as presented.

Interim Village Clerk read the title of the ordinance. Mayor Latham opened the public hearing. There being no one wishing to speak, Mayor Latham closed the public hearing. A motion to adopt the ordinance was made by Commissioner Chervony and received a second from Vice Mayor Wilmoth. The Interim Clerk called the roll and the motion passed 4-0 with Commissioner Strout absent.

13.B

Ordinance Amending Regulations for Fences on Vacant Lots and Lots under Construction - *Sponsored by Vice Mayor Marvin Wilmoth*

AN ORDINANCE OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, AMENDING SECTION 8.15, "SUPPLEMENTAL DEVELOPMENT STANDARDS", IN CHAPTER 8, "ZONING," OF THE VILLAGE'S UNIFIED LAND DEVELOPMENT CODE (ULDC) TO MODIFY REGULATIONS FOR FENCES ON VACANT LOTS AND LOTS UNDER CONSTRUCTION, INCLUDING ALLOWING PROJECT-RELATED COMMERCIAL ADVERTISING ON TEMPORARY CONSTRUCTION MESH SUBJECT TO RESTRICTIONS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

Suggested action: That second reading be deferred to a date certain of April 12, 2022, to allow administration additional time to provide and document additional recommendations based on community/industry feedback received since first reading.

The Interim Village Clerk read the title of the ordinance. Orlando Rodriguez, Code Enforcement Director explained and update from the first reading with regard to the amount of commercial advertising space. The Village Commission discussed the look of such advertising and voiced their individual opinions on their preferences. Mayor Latham opened the public hearing. There was no one wishing to comment and Mayor Latham closed the public hearing. After discussion, Commissioner Streitfeld made a motion to adopt the ordinance with a 50/50 commercial advertising and Village graphic design, and as presented by staff on multifamily and commercial properties. The motion received a second from Vice Mayor Wilmoth. The motion was adopted 4-0 with Commissioner Strout absent. It was agreed that there would also be a clean up of portions of the code. This item will

go to Planning and Zoning in April and come back to the Commission in May for first reading.

14. Discussion/Action Items

A. Unfinished Business

B. New Business

14.A Discussion of Typical Section Options for Short-Term Improvements in the Kennedy Causeway Complete Street Project - Village Manager Ralph Rosado (CIP Manager Delroy Peters)

Chris Benitez, of Stantec, Project Manager spoke about the upcoming Town Hall meeting and showed three design concepts that will be available for public input at the Town Hall meeting. There was a discussion and Commissioner Chervony suggested a modified option to one shown and Commissioner Streitfeld was opposed to the option of street parking on the causeway.

14.B Approval of a Work Order with Stantec Consulting Services Inc for Design, Permitting and Bidding Services for the Kennedy Causeway Median Beautification Project in the Amount of \$26,453 - Village Manager Dr. Ralph Rosado (CIP Manager Delroy Peters)

A RESOLUTION OF THE COMMISSION OF NORTH BAY VILLAGE, FLORIDA, AUTHORIZING THE VILLAGE MANAGER TO ISSUE A WORK ORDER TO STANTEC CONSULTING SERVICES, INC. FOR DESIGN, PERMITTING, BIDDING ASSISTANCE SERVICES FOR THE KENNEDY CAUSEWAY MEDIAN BEAUTIFICATION PROJECT IN AN AMOUNT NOT TO EXCEED \$26,453; AMENDING THE BUDGET FOR FISCAL YEAR 2021-2022; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

A motion to adopt the resolution was made by Commissioner Chervony and it received a second from Commissioner Streitfeld. The Clerk called the roll and the motion passed 4-0 with Commissioner Strout absent.

14.C Resolution Amending FY 21-22 Budget for the American Rescue Plan Act (ARPA) First Tranche of Funding Budget - Village Manager Dr. Ralph Rosado (Chief Financial Officer Angela Atkinson)

A RESOLUTION OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, AMENDING THE BUDGET FOR FISCAL YEAR 2021-2022; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

Suggested Action: Approve Resolution Amending FY 2021-2022 Budget

Public Works Director Marlon Lobban explained the projects intended with the use of the ARPA funds as including getting the main basin of the sanitary sewer into compliance this year, replacing the electrical panel at Village Hall pump station and Ties park. There was discussion about a request to provide police heroes who worked through COVID with premium pay with ARPA funds but no action was taken at this time. A motion was made by Commissioner Chervony to adopt the resolution and amend that the Ties Park funds are for design to be clear. The motion received a second from Vice Mayor Wilmoth. The Clerk called the roll and the motion was adopted 4-0 with Commissioner Strout absent.

14.D

Authorizing 2022 Land and Water Conservation Fund Grant Agreement-Civic Pocket Park Project - Sponsored by Vice Mayor Wilmoth

A RESOLUTION OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, APPROVING A STATE OF FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION GRANT AWARD OF \$850,000; AUTHORIZING THE VILLAGE MANAGER OR HIS DESIGNEE TO EXECUTE THE STANDARD GRANT AGREEMENT; AUTHORIZING THE IMPLEMENTATION OF THE NORTH BAY VILLAGE CIVIC POCKET PARK ON EAST DRIVE; PROVIDING CERTIFICATIONS; AND PROVIDING AN EFFECTIVE DATE. (INTRODUCED BY VILLAGE MANAGER RALPH ROSADO)

Village Manager Dr. Rosado explained that there is a planned Town Hall meeting on this subject in April and he will work out the scope and bring to Commission for approval. A motion to adopt the resolution was made by Mayor Latham and it received a second from Vice Mayor Wilmoth. The motion was adopted 4-0 with Commissioner Strout absent.

14.E **Authorizing 2022 FIND Grant Application - Vogel Park Project Phase II - Sponsored by Vice Mayor Wilmoth**

A RESOLUTION OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, AUTHORIZING THE VILLAGE MANAGER TO SUBMIT A GRANT APPLICATION TO THE FLORIDA INLAND NAVIGATION DISTRICT WATERWAYS ASSISTANCE PROGRAM FOR NORTH BAY VILLAGE VOGEL PARK BOATING ACCESS PHASE II PROJECT; PROVIDING FOR IMPLEMENTATION; PROVIDING CERTIFICATIONS; AND PROVIDING FOR AN EFFECTIVE DATE.

Village Manager Dr. Rosado provided an explanation of the project. Vice Mayor Wilmoth made a motion to adopt the Resolution. The motion received a second

from Mayor Latham. The Clerk called the roll and the motion was adopted 4-0 with Commissioner Strout absent.

14.F

Authorizing 2022 FIND Grant Application - Island Walk North Plaza - Sponsored by Vice Mayor Wilmoth

A RESOLUTION OF THE MAYOR AND COMMISSIONERS OF NORTH BAY VILLAGE, FLORIDA, AUTHORIZING THE VILLAGE MANAGER OR HIS DESIGNEE TO SUBMIT A GRANT APPLICATION TO THE FLORIDA INLAND NAVIGATION DISTRICT WATERWAYS ASSISTANCE PROGRAM FOR NORTH BAY VILLAGE ISLAND WALK NORTH PLAZA PROJECT; PROVIDING CERTIFICATIONS; AND PROVIDING FOR AN EFFECTIVE DATE. (INTRODUCED BY VILLAGE MANAGER RALPH ROSADO)

Vice Mayor Wilmoth made a motion to adopt the Resolution. The motion received a second from Mayor Latham. The Clerk called the roll and the motion was adopted 4-0 with Commissioner Strout absent.

14.G **Authorizing 2022 FIND Grant Application - Island Walk Design & Permitting Phase IIIA - Sponsored by Vice Mayor Wilmoth**

A RESOLUTION OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, AUTHORIZING THE VILLAGE MANAGER TO SUBMIT A GRANT APPLICATION TO THE FLORIDA INLAND NAVIGATION DISTRICT WATERWAYS ASSISTANCE PROGRAM FOR NORTH BAY VILLAGE ISLAND WALK DESIGN AND PERMITTING PHASE IIIA; PROVIDING FOR IMPLEMENTATION; PROVIDING CERTIFICATIONS; AND PROVIDING FOR AN EFFECTIVE DATE.

Vice Mayor Wilmoth made a motion to adopt the Resolution. The motion received a second from Mayor Latham. The Clerk called the roll and the motion was adopted 4-0 with Commissioner Strout absent.

14.H **Amending Ordinance Chapter 13 for Short Term Vacation Rentals - Sponsored by Mayor Brent Latham**

The Village Planning and Zoning Board (PZB) was scheduled to review an ordinance modifying existing regulations as they pertain to Short-Term Vacation Rentals. After a discussion between Mayor Latham and interested stakeholders, the mayor has asked that the PZB item be deferred in order to first get commission feedback on the draft ordinance, at the March 8th commission meeting, through this Discussion Item.

Mayor Latham introduced the item for discussion and opened public comments

and group spokesperson Ricardo Margaritelli gave details of the group's mission to find clarity about zoning of short term transient guests in single family zoned areas. He opined about a conflict between language in the Village Charter and adopted ordinances and land development regulations. There was a discussion about how to best identify the appropriate legal representation and the role of the Village Attorney to assist with the process of retaining a firm and a litigation cost analysis. Mayor Latham opened the floor to public comment.

Ms. Kramer thanked the Commission for listening and moving forward to find a solution. Ms. Catabriga spoke in favor of the Commission going forward to investigate. Lourdes Soto spoke in favor of resolving the conflict.

After discussion, Commissioner Streitfeld made a motion to direct administration to seek a third party opinion about the next steps. Commissioner Chervony added an amendment to identify Commissioner Streitfeld as the lead on this item. The motion received a second from Vice Mayor Wilmoth. The Village Clerk called the roll and the motion passed 4-0 with Commissioner Strout absent.

14.I

Hourly Rentals of Recreational Facilities Such As Pools and Recreational Courts in Residential Neighborhoods - *Sponsored by Mayor Brent Latham*

Hourly rentals of recreational facilities, including pools and other amenities, in residential neighborhoods poses potential quality of life concerns for NBV. The Village Commission should consider regulating such uses, to the maximum extent permitted.

The Commission discussed the renting of amenities and what might be done to regulate the activity. After discussion, Village Attorney Robert Meyers offered to review and come back to the Commission for further discussion.

14.J **Release of Declaration of Restrictive Covenant - *Village Attorney Haydee Sera, Esq.***

A RESOLUTION OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, APPROVING THE RELEASE OF A DECLARATION OF RESTRICTIVE COVENANTS RELATING TO REQUIRED PARKING FOR A SPECIAL USE EXCEPTION APPROVED BY RESOLUTION NO. 2013-04 FOR A BOAT, JET SKI, KAYAK RENTAL BUSINESS PREVIOUSLY LOCATED AT THE COMMERCIAL MARINA LOCATED AT 7904 WEST DRIVE ; PROVIDING FOR AUTHORIZATION; AND PROVIDING FOR AN EFFECTIVE DATE.

Suggested Action: Adopt the proposed resolution approving the termination and release of a Declaration of Restrictive Covenant.

This item was deferred.

- 14.K **Advisory Board Appointments - Deputy Village Manager Carla Maglio Gomez**
From time to time, Village board and task forces have vacancies. This item is a placeholder should interested and eligible parties submit applications to fill any or all of those vacancies.

A motion was made by Commissioner Chervony to appoint Julia Stutts to the Sustainability and Resiliency Task Force and Claudia Alvarez to the Business Development Advisory Board. The motion received a second from Mayor Latham and all were in favor 4-0 with Commissioner Strout absent.

- 14.L **Discussion of Potential "Yard of the Month" Program - Sponsored by Commissioner Rachel Streitfeld**

Discussion creation of this potential new program.

There was a discussion led by Commissioner Streitfeld to begin a "Yard of the Month" award. It was determined that staff will create a criteria and selection process along with Commissioner Streitfeld. Commissioner Chervony requested that multi-family yards also be included in consideration and it was agreed.

- 14.M **Construction Mesh Design - Village Manager Dr. Ralph Rosado (Director of Communications Helen Roldan)**

Approve a construction mesh design for commercial properties.

Biscayne Bay Marine Health Summit 2022

Commissioner Streitfeld presented a proposal to be a sponsor at the Summit for Biscayne Bay Marine Health 2022 and suggested a \$2,500 sponsorship. Commissioner Chervony suggested that some of the members of the Sustainability and Resiliency Task Force may wish to attend. It was agreed and Commissioner Streitfeld will move forward.

15. Adjournment

The meeting adjourned at 10:05 PM

Debra E. Eastman, MMC
Interim Village Clerk



**North Bay Village
Recommendation Memorandum**

ITEM NO. 7.A

NORTH BAY VILLAGE
EST. 1945

DATE: April 12, 2022
TO: Honorable Mayor, Vice Mayor and Members of the Village Commission
FROM: village clerk,
SPONSORED BY:
SUBJECT: SHORT-TERM VACATION RENTAL LEGAL REVIEW UPDATE - COMMISSIONER STREITFELD

RECOMMENDATION

BACKGROUND AND ANALYSIS

BUDGETARY/FINANCIAL IMPACT (Finance Dept.)
NONE

PERSONNEL IMPACT
NONE



**North Bay Village
Recommendation Memorandum**

ITEM NO. 9.A

NORTH BAY VILLAGE
EST. 1945

DATE: April 12, 2022
TO: Honorable Mayor, Vice Mayor and Members of the Village Commission
FROM: LaKeesha Morris, Grant Writer
SPONSORED BY:
SUBJECT: GRANT WRITER'S REPORT

RECOMMENDATION

BACKGROUND AND ANALYSIS

BUDGETARY/FINANCIAL IMPACT (Finance Dept.)
NONE

PERSONNEL IMPACT
NONE



BELLTOWER

GRANT WRITING & BEYOND

To: North Bay Village Mayor and Village Commission
From: LaKeesha Morris-Moreau, MSW, GPC
Date: April 12, 2022
Reporting Period: March 1 to 31, 2022

Grants Submitted this Reporting Period

1) Florida Inland Navigation District (FIND)– Waterways Assistance Program

a) Date Submitted: March 25, 2022

b) Amount: \$300,000

c) Match Required: \$300,000

d) Grant Summary: North Bay Village requests \$300,000 to support the construction phase of the **Vogel Park Boating Access Project**. The design of the boating project is currently underway and permitting is scheduled for completion by September 2022. The Florida Inland Navigation District awarded the Village \$100,000 for the design phase in October 2020. The Village was also awarded \$50,000 from the Florida Department of Environmental Protection for the construction phase. Additional funding from FIND will reduce or eliminate the Village's cost share for the construction phase, estimated to cost \$600,000.

2) Florida Inland Navigation District (FIND)– Waterways Assistance Program

a) Date Submitted: March 25, 2022

b) Amount: \$1,250,000

c) Match Required: \$1,250,000

d) Grant Summary: North Bay Village requests \$1,250,000 for the construction of the **Island Walk North Plaza**. The project is currently in the final stages of design and permitting should be approved in March 2022. The North Plaza serves as the gateway to the Island Walk Project providing a waterfront access experience for area visitors and residents. The Village has a \$1,000,000 grant award from the Florida Department of Transportation that will assist in meeting FIND's match requirement of \$1,250,000



BELLTOWER

GRANT WRITING & BEYOND

Grants "Under Construction"

The following grants are currently open or being considered by the Village

1) Florida Department of Environmental Protection – Electric Transit Bus Project

a) Date Due: April 11, 2022

b) Amount: \$59,000,000

c) Match Required: To be decided

d) Grant Summary: The Florida Department of Environmental Protection (FDEP) announced a Notice of Funding Availability (NOFA) for \$59 million available for the purchase of electric transit buses to replace eligible diesel transit buses. As highlighted in the Beneficiary Mitigation Plan, the department continues to focus on increasing electric vehicle infrastructure and encouraging the growth of electric vehicles as well as the related construction and manufacturing.

To be eligible, a public transit agency must purchase two electric transit buses for each bus replaced pursuant the NOFA published in the Florida Administrative Registry (FAR). An eligible public transit agency that does not meet this eligibility requirement may still participate but will be subject to a pro-rated portion of the award.

2) Florida Department of Economic Opportunity – Community Planning Technical Assistance

a) Date Due: April 11, 2022

b) Amount: \$75,000

c) Match Required: To be decided

d) Grant Summary: The Florida Department of Economic Opportunity (DEO) anticipates that the Florida Legislature will appropriate funding for the Community Planning Technical Assistance (CPTA) Grant Program for State Fiscal Year (SFY) 2022-2023. CPTA grants provide counties, municipalities, and regional planning councils the opportunity to create innovative plans and development strategies to promote a diverse economy, vibrant rural and suburban areas, and meet statutory requirements for planning, while also protecting environmentally sensitive areas. Understanding that many Florida communities have been impacted by hurricanes, CPTA grants may also be used to assist with disaster recovery, resiliency, and economic development planning.



BELLTOWER

GRANT WRITING & BEYOND

Administrative and Post-Award Support

- Provided on-demand Technical Assistance to staff regarding various grant funded projects
- Attended various meetings and completed administrative tasks as requested by the Village Manager or Department Heads.
- Prepared Resolutions and attended March 8, 2022 Village Commission Meeting
- Attended Resilient Florida New Grantee Meeting
- Coordinated kick-off meeting with Village staff in preparation for the upcoming funding cycle The Children's Trust's youth development programs
- Prepared and submitted Bipartisan Infrastructure Bill Research
- Attended Miami-Dade County Legislative Delegation Public Hearing with Mayor Levine Cava
- Prepared and submitted Scope of Work Change and Period of Performance Request for the Village's HMGP (Hazard Mitigation Grant Program) Grant – Undergrounding Utilities Project
- Attended Grant Update Meeting with North Bay Village Staff to discuss Bipartisan Infrastructure Bill and County Partnerships
- Completed and submitted Report for Accreditation Grant and Technical Assistance Program to village staff regarding implementation and budgeting
- Attended Federal Emergency Management Agency's Hazard Mitigation Grant Program webinar series

North Bay Village Status Report
Grant and Legislative Appropriation Requests

Department	Project Title	Funding Source	Contract #	Purpose	Award Amount	Match Required	Match Source	Contract Period	Status
Human Services	Youth Services-Our Kids Our Treasure Youth Program	The Children's Trust	Unknown-Village Manages Contract	Youth Program at Treasure Island	\$ 169,256.00	\$ 16,291.00	General Fund	8/1/2021 - 7/31/2022	Awarded
Human Services	North Bay Village Music in the Parks	Miami Dade County	GTS-CGP-04012021	Music Concerts at Vogel Park	\$ 3,750.00	\$ 3,750.00	General Fund	10/1/2020 - 10/31/2021	Awarded
Police	Police Dept. Body Worn Cameras	Department of Justice - Small Cities	Awarded	Body Worn Cameras	\$ 40,000.00			Pending Contract Execution	Awarded
Police	COVID-19 Funding	FDLE - CESF Grant	2020-CESF-DADE-8-C9-118	Equipment and Supplies to mitigate COVID-19	\$ 59,232.00			1/20/2020 - 1/20/2022	Awarded
Police	COVID-19 Funding	Florida Department of Law Enforcement	2021-CERF-Dade-6-5A-029	Equipment and Supplies to mitigate COVID-19	\$ 50,000.00			1/1/21- 1/31/22	Awarded
Police	FIBRS Implementation 2nd Round	Florida Department of Law Enforcement	Awarded	Transition to state mandated law enforcement reporting system	\$ 41,292.00			Pending Contract Execution	Awarded
Police	Police Depart Bullet Proof Vests	Department of Justice- Bullet Proof Vests	Awarded	23 Bullet Proof Vests	\$ 11,999.91	\$ 12,000.00	General Fund	Pending Contract Execution	Awarded
Police	Police Department Equipment	FDLE - Byrne Grant (County)	2022-JAGD-DADE-6-4B-028	NBV AED Machine Project	\$ 1,000.00				Awarded
Police	Police Department -Officer Health and Wellness	FDLE-Byrne Grant (County)	2021-JAGC-DADE-28-3B-147	First Aid CPR/Training and Supplies	\$ 1,988.00			Pending Contract Execution	Awarded
Police	Police Dept. Accreditation	Department of Justice	15JCOPS-21-GG-02552-SPPS	Accreditation of PD	\$ 75,000.00			9/1/2021 - 8/31/2023	Awarded
Police	Police Dept. Marine Patrol Vessel	FIND - Waterway Assistance Program 2021	DA-NBV-21-265	Marine Patrol Vessel	\$ 60,000.00	\$ 60,000.00	Private Donation	11/1/2021 - 09/30/2023	Awarded
<i>Items outlined in Red indicate grant funding sources that may be combined to meet match requirements.</i>									
Public Works	Boat Dock at Vogel	FDEP-Florida Recreation Development and Acquisition Program	Agreement #A1132/ Project # A21132	Vogel Park Canoe/Kayak Launch Design and Construction	\$ 50,000.00			10/28/2020-6/30/23	Awarded
Public Works	Boat Dock at Vogel Park Boating Access	FIND	DA-NBV-20-247	Vogel Park Canoe/Kayak Launch Design and Permitting	\$ 100,000.00	\$ 100,000.00	\$7,500 from FDEP Grant #A1132 above + General Fund	3/23/21 to 9/30/22	Awarded
Public Works	Vogel Park Boating Access Phase II*	Florida Inland Navigation District	Submitted	Construct boat facility at Vogel Park					Submitted request for \$300,000. If awarded, \$50,000 FDEP Grant will be used as partial match.
Public Works	Civic Park Phase I Design and Permitting	FIND - Waterway Assistance Program 2021	DA-NBV-21-264	Design and Permitting for Civic Park	\$ 60,000.00	\$ 60,000.00	\$60K from the FDEP-LWCF Award of \$850K will serve as match.	11/1/2021 - 09/30/2023	Awarded
Public Works	Civic Park Phase II	Florida Department of Environmental Protection (FDEP) - LWCF	Awarded	New Boating Dock, New Picnic area, New Nature Trail	\$ 850,000.00	\$ 850,000.00	Funding from FIND may be used as match.	Pending Contract Execution	Awarded
Public Works	Island Walk Seawall-North Bay Village Coastal Resiliency	Florida Department of Environmental Protection (FDEP) Resilient Florida	Submitted - Recommended for Funding	Seawall	\$ 3,000,000.00	\$ 3,000,000.00	Funding from FDEM-HMGP may be used as match	7/1/2022 - 6/30/2027	Pending contract
Public Works	Island Walk Seawall-North Bay Village Coastal Resiliency	FDEM - Hazard Mitigation Program (FEMA)	Submitted- Under technical review	Seawall				N/A	Submitted Request for \$11.000047M
Public Works	Island Walk Linear Bridge Connector Design and Permitting	FIND-Waterway Assistance Program 2019	DA-NBV-19-243	Island Walk Bridge Design and Permitting	\$ 100,000.00	\$ 100,000.00	General Fund	10/1/2019- 09/30/2022	Awarded
Public Works	Island Walk Design and Permitting	FIND-Waterway Assistance Program 2019	DA-NBV-19-244	Island Walk Design and Permitting	\$ 100,000.00	\$ 100,000.00	General Fund	10/1/2019- 09/30/2022	Awarded
Public Works	Island Walk Design and Permitting (Bridge, Linear Park)	FIND-Waterway Assistance Program 2020	DA-NBV-20-246	Design of Island Walk Connector and Design	\$ 425,000.00	\$ 425,000.00	General Fund	10/1/2020 - 09/30/2022	Awarded
<i>Items outlined in Red indicate grant funding sources that may be combined to meet match requirements.</i>									



Capital Improvement Project (CIP) Update (March 2022)

No.	Project	Project Phase/ Cost	Start – Stop Date	Consultant/ Contractor	Funding Source/Amts	Current Project Updates	Priority			
							H	M	L	
1	Bus Shelters along 79 th Street Causeway [TP22-01]	Design \$20,417	TBD	EAC	CITT \$20,417	<u>Project Scope</u> Re-design bus shelters to match Village's new branding style. <u>Major Milestones</u> <ul style="list-style-type: none"> EAC provided proposal to design bus shelters based on NBV 100 requirements. Stantec submitted a proposal for bus shelter as well. Village to decide which proposal to move forward on. <u>Status of Schedule & Work Accomplished</u> Proposed project duration – 2 months. <u>Major Issues</u> <ul style="list-style-type: none"> No decision taken on the project. Limited funding available for bus shelters. 1 bus shelter proposed per year for next fiscal year. Prefabricated shelters are currently being explored to remove the cost for designing from scratch. 				
		Paid to date:, 0.00								
		Construction \$84,583	TBD	TBD	TBD		CITT \$84,583			
		CEI TBD	TBD	TBD	TBD				X	



Capital Improvement Project (CIP) Update
(March 2022)

						<u>Pending Items:</u> <ul style="list-style-type: none"> Proposal to be submitted by Stantec on Bus shelter At least 2 bus shelters to be installed by end Sept 30 2023. 			
2	Civic Park	<u>Planning</u> TBD Paid to date: <u>Design</u> 1,760,000* Paid to date: <u>Construction</u> *see above Paid to date: *1.7M for design/permits & construction 60,000 for design & permits	TBD	<u>Prime-EAC</u> <u>Sub-to-prime:</u> Moffat & Nichols E-Science	FIND/NBV \$60,000/ \$60,000 FDEP-LWCF/NBV \$850,000/ \$850,000	<u>Project Scope:</u> To give residents access to Biscayne Bay intercostal waterways by constructing a civic park with boating dock, picnic area with pavilion, nature trail with signage, lighting, landscaping, bike rack. <u>Major Milestones:</u> Mar 2021. Application to FIND for grant to build Civic park at dog park location. Grant \$60,000 awarded to Village. Feb 8, 2022. Village Notice of funding award of \$850,000 received from FDEP-LWCP. <u>Status of Schedule & Work Accomplished</u> <ul style="list-style-type: none"> Project is currently at planning phase. Site meeting schedule with designers, residents, academics and staff to develop scope. <u>Major Issues</u> None <u>Pending Items:</u> Proposal from selected designer			



Capital Improvement Project (CIP) Update (March 2022)

3	Galleon Street Traffic Study	<u>Planning/Study</u> \$9,725.00 Paid to date: \$9,725.00	Oct 2020 - TBD	APCTE	CITT/GF \$9,725.00	<p><u>Project Scope</u> Conduct a study to convert Galleon Street from a two-way to a one-way and increase the parking capacity by 15 parking spaces. The study will document the impacts of this conversion on the abutting properties and traffic circulation.</p> <p><u>Major Milestones</u></p> <ul style="list-style-type: none"> • Oct 2020. Consultant contracted to conduct study. • NBV submitted study for approval by MDC Traffic. • MDC requires a redesign of paving plans to include a travel lane of 15 ft. for emergency vehicular traffic. <p><u>Status of Schedule & Work Accomplished</u></p> <ul style="list-style-type: none"> • Traffic study is substantially completed. • Completion date to be determined. <p><u>Major Issues</u> Project put on hold awaiting redesign of paving plans.</p> <p><u>Pending Items:</u></p> <ul style="list-style-type: none"> • Paving plans to be redesigned and resubmitted to MDC for approval of traffic study. 	X
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Capital Improvement Project (CIP) Update (March 2022)

4	Island Walk & Bridge Connector [CP21-03D & CP25-02C]	<u>Planning:</u> \$14,352 Paid to date: \$14,352	April 2021 – TBD	EAC	CP \$14,352	<u>Project Scope</u> Design and build an Island Walk bordering the northern boundaries of Treasure Island, raise the seawall along this border and build an over-water connector that links the South and North Island Walk plazas. <u>Major Milestones</u> <ul style="list-style-type: none"> • Project is at the planning stage. • April 20, 2021. EAC given work order to conduct Cost-Benefit Analysis which was used to secure funding for the project. <u>Status of Schedule & Work Accomplished</u> <ul style="list-style-type: none"> • Cost benefit analysis is 100% complete. <u>Major Issues</u> <ul style="list-style-type: none"> • Easement acquisition to be resolved. • Funding source for private seawall not yet obtained. • Cost Benefit Analysis provided to FEMA to request reallocation of funds from hazard mitigation project to seawall portion of Island Walk project. • FEMA denied application for transfer of funds to project. • Village pursuing other avenue of funding for the project. <u>Pending Items:</u> <ul style="list-style-type: none"> • Easement acquisition for construction of Island Walk on private property.
		<u>Design-Island Walk</u> TBD	TBD	EAC	FIND/NBV **\$425,000/ \$425,000 FIND/NBV *\$100,000/ \$100,000	
		<u>Design-Connector</u> TBD	TBD	EAC	FIND/NBV *\$100,000/ \$100,000 (FY 22)	
		<u>Construction</u> TBD	TBD	TBD	FDOT/NBV \$1,000,000/ \$1,000,000 (FY 26)	
		<u>CEI</u> TBD	TBD	TBD		



Capital Improvement Project (CIP) Update (March 2022)

						<ul style="list-style-type: none"> • Determination of the availability of public funds to construct/raise private seawall. • Completion of Geotechnical and topographic surveys. • Determination of entity responsible to maintain seawalls after construction. • 3-D renderings of Island Walk proposal to be submitted by EAC. • Application to “Hazard Mitigation Funding due to Covid-19” for additional funding of Island Walk project. • NBV to get commitment from property owners to collaborate with the Village to develop and construct their own Island Walk. 		
5	Island Walk North Plaza (Baywalk North Plaza) [CP23-01C] FDOT Nomenclature FM440846-1-58-01	<u>Design</u> \$110,000 *\$69,600 Paid to date: \$110,000 *\$59,485.99 <u>Construction</u> Est.: \$1,600,000 <u>CEI</u> ** Est.: \$240,000	Feb 2021- Mar 2022 TBD TBD	Kimley Horn TBD TBD	Park Impact Fees \$179,600 FDOT/NBV \$1,000,000/ **600,000 TBD	<p><u>Project Scope:</u> To design an Island Walk plaza area, approximately 180 LF along the northern strip of 79th Street Causeway, starting from the East Biscayne Bay bascule bridge. The design will accommodate the NBV Island Walk Design Criteria and requirements from the existing Subsurface Utilities report.</p> <p><u>Major Milestones</u></p> <ul style="list-style-type: none"> • Project is in design phase. • August 10, 2021. Commission passed Resolution 2021-041 to approve redesign of project. 	x	



Capital Improvement Project (CIP) Update (March 2022)

					<ul style="list-style-type: none"> • 65% design plans submitted to funding agency (FDOT). • Conceptual and 3-Rendering drawings submitted to NBV for review. • Cultural Resource Assessment Study (CRAS) and Florida Limited Rouse Survey of Florida Bonneted Bat (FBB) submitted to FDOT for review. • Nov 15, 2021. 90% design plans submitted to FDOT. Nov 2021. 90% plans submitted. • Jan 7, 2022. 100 % plans submitted and under review. • Feb 17th, 2022. Commission approved resolution for LAP agreement for 1M funding for construction of project. • Permit application submitted to DERM for drainage system (drainage wells). • March 2022. All except on permit within this phase have been secured and submitted to FDOT for review • March 2022. 100% plans and specification completed and submitted to the Village & FDOT for final review. <p><u>Status of Schedule & Work Accomplished</u></p> <ul style="list-style-type: none"> • Project is at 100% designed completion. FDOT currently reviewing plans. • Plan reviews completed in FDOT Electronic Review system. Await final approval of plans 		
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Capital Improvement Project (CIP) Update (March 2022)

						<ul style="list-style-type: none"> Bid documents; Specification, 100 % plans, Bid form, ITB and Construction Checklist submitted for encumbrance of funds in April 2022. <p><u>Major Issues</u></p> <ul style="list-style-type: none"> Project was designed in 2015 but had to be redesigned to satisfy new Island Walk design criteria and underground utility considerations. CRAS and limited rouse survey of Florida Bonneted Bat (FBB) required by FDOT for permitting approval increased the cost of project. Change in drainage design. Drainage well now incorporated in design. DERM permit required Application for DERM permit submitted. Await final approval from DERM. <p><u>Pending Items:</u></p> <ul style="list-style-type: none"> Funding to be sourced for CEI. LAP Agreement fully executed by April 2022. Drainage Well permit to be secured. 			
6	Kennedy Causeway Complete Streets Study [CP23-01]	<p>*redesign cost **approximately 1M additional funds required for construction</p> <p><u>Planning/Study:</u> \$93,675.55 *\$23,558 Total Cost: \$117,233.55</p>	April 2021-July 2022	Stantec	TPO/GF \$60,000/ \$67,233.55	<p><u>Project Scope</u> Conduct a Lane Reduction Study along 79 St. (JFK Causeway), to include context classification and traffic analysis.</p>		X	



Capital Improvement Project (CIP) Update (March 2022)

	<p><u>FDOT Nomenclature</u> FDOTL DESIGN: FM-448629-1(34)-FY23 FDOTL CONSTRUCTION: FM-448629-1(54)-FY25</p>	<p>Paid to date: \$43,675.25</p> <p><u>Design:</u> Est. Cost **\$277,441</p> <p><u>Construction:</u> Est. Project Cost: ***\$1.5M</p> <p><u>CEI</u> Est. 225,000</p>	<p>TBD</p> <p>TBD</p> <p>TBD</p>	<p>TBD</p> <p>TBD</p> <p>TBD</p>	<p>FDOT-CIGP/NBV match \$25,000/ \$25,000 (FY23)</p> <p>FDOT-CIGP/NBV Match \$207,010/ \$207,010 (FY25)</p> <p>TPO ***\$1 M (FY25)</p> <p>TBD</p>	<p><u>Major Milestones</u></p> <ul style="list-style-type: none"> • Project is in planning stage. • June 17, 2020. MDTPO awarded NBV \$60,000 for funding to conduct a Complete Street study for Lane repurposing of 79 St Causeway per NBV 100. • Feb 25, 2021. Miami-Dade Transportation Planning Organization (MDTPO) approved an Interlocal Agreement with NBV. • Mar 9, 2021. Commission approved Resolution No. 2021-014 to accept the MDTPO grant and a proposal from a planning consultant to carry out study. • April 23, 2021. Consultant contract executed and study began. • July 23, 2021. Consultant/NBV submitted Context Classification and Traffic Analysis Methodology to FDOT for review. • FDOT review recommended that project scope be expanded to include a determination of the effects of lane reduction during emergency evacuation. • Sept 24, 2021. Consultant submitted proposal for scope expansion. • Nov 2, 2021. Commission approved additional work based on changes in scope. • Mar 8, 2022. Designer made presentation to commission to decide on design option. Workshop to be held 			
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Capital Improvement Project (CIP) Update (March 2022)

		<p>*cost change due to amendment to WO **includes \$50,000 to <u>design</u> short term improvements -</p> <p>***includes \$414,020 to <u>construction</u> short term improvements</p>			<p>***pending</p>	<p>March 29, 2022 to give residents an opportunity to make input on design options.</p> <p><u>Status of Schedule & Work Accomplished</u></p> <ul style="list-style-type: none"> The project was scheduled for a 6 months duration to be completed by Oct 2021. Expansion of scope adds 4 months to schedule. Development of traffic model and forecast underway. Study is 40% completed as of Jan 2022. Presentation of design options to commission March 8, 2022 Resident workshop for input in design options March 29, 2022. Study Completion date is June 15, 2022. <p><u>Major Issues</u></p> <ul style="list-style-type: none"> Increase in project cost due to change of scope, which include traffic study and traffic simulation modeling for major roads parallel (SR 922 & I195) to 79th Street Causeway. Challenges with traffic model iterative process causing increased time to complete study. <p><u>Pending Items:</u></p> <ul style="list-style-type: none"> Updated Context Classification with traffic analysis, traffic forecasting, 		
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Capital Improvement Project (CIP) Update (March 2022)

						<p>simulation and demand reports to be submitted to FDOT.</p> <ul style="list-style-type: none"> • Presentation of design options to residents - workshop. 			
7	<p>Public Work/Dispatch Building 1841 Galleon Street - Improvements-Structural Issue</p>	<p><u>Design/Assmnt</u> \$3,825.35</p> <p>Paid to date: \$3,825.35 *\$350/month Paid to date: \$2,450</p> <p><u>Construction</u> TBD</p>	<p>Feb 2021- TBD</p> <p>TBD</p>	<p>S-Group Inc.</p> <p>TBD</p>	<p>Operation \$6,275.3</p> <p>Operation TBD</p>	<p><u>Project Scope:</u> Assess and resolve building's physical and structural deteriorating condition.</p> <p><u>Major Milestones</u></p> <ul style="list-style-type: none"> • Feb 2021. Contractor shored up building with metal support bars. Shoring will remain in place for 1 year. <p><u>Status of Schedule & Work Accomplished</u></p> <ul style="list-style-type: none"> • Shoring 100% completed. • Repair work to be complete in 2 weeks after approval. • RFP created issued in response to unsolicited proposal from Argentinian Football Federation to redevelop entire site. • NBV negotiating with Argentinian Football Federation and MDCPS <p><u>Major Issues</u></p> <ul style="list-style-type: none"> • Stairway column showed major spalling. • Major mold problems were found in building interior. • Scaffolding rental agreement to shore up column is in effect. 	X		



Capital Improvement Project (CIP) Update (March 2022)

		*rental cost for shoring column				<ul style="list-style-type: none"> NBV Building Official recommended repair of the stair column. Redevelopment of entire site under consideration using a P3 option. NBV requires agreement with AFA and MDCPS to move project forward. <p><u>Pending Items:</u></p> <ul style="list-style-type: none"> NBV agreement with AFA required. NBV agreement with MDCPS required. 			
8	Sanitary Sewer Evaluation Study [UF22-01]	<u>Design/Study</u> \$34,970 *\$14,392 ** 140,499.10 Paid to date (KHA): \$20,671.90 Balance void Paid to Date (300 Eng): \$37,315.41	July 2020-Mar 2022	Kimley Horn	Utility Funds \$49,362 Utility Funds \$149,499	<p><u>Project Scope:</u> Develop a Sanitary Sewer Evaluation Study (SSES) Reports based on flow data collected from the VILLAGE's sanitary sewer collection system. Report must meet DERM requirements for infiltration & inflow (I/I).</p> <p><u>Major Milestones</u></p> <ul style="list-style-type: none"> Nov 9, 2018. SESS report to DERM indicates substantial improvement in excess flow into sewer system but still below level of compliance. Oct 14, 2020. Village placed on moratorium for new development until compliance is achieved. Nov 2020. Village contracts consultant to provide assistance in reducing excess water flow into sewer system. Sept 29, 2021. Resolution 2021-058 approved by commission regarding the hiring of sub consultant 300 			X



Capital Improvement Project (CIP) Update (March 2022)

						<p>Engineering, under Kimley Horn's contract. Sub to provide specialize services on Sanitary Sewer Evaluation.</p> <ul style="list-style-type: none"> • Infiltration and Inflow, night flow testing and analysis of water consumption data conducted. • Jan 28, 2021. Smoke testing of sewer lines conducted successfully. • SSES report completed by 300 Engineering. • Feb 17, 2022. SSES Cycle 2-Phase II report submitted to Village commission. <p><u>Status of Schedule & Work Accomplished</u></p> <ul style="list-style-type: none"> • Project is ongoing until approval by county. • New schedule established with the hiring of new consultant. • SSES report <p><u>Major Issues</u></p> <ul style="list-style-type: none"> • Village determined that six of the seven sanitary sewer basins are not in compliance because they exceed the County's minimum allowable INI flow rates. • Several basins placed under moratorium by Miami Dade County prohibiting approval for sewer capacity certification from new developments in the Village. 		
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Capital Improvement Project (CIP) Update (March 2022)

		<p>*Subsurface Utility Exploration (SUE) ** 300 Engineering contracted under KHA to complete study</p>				<ul style="list-style-type: none"> Limited and inaccurate flow measurements from automated meters. Unable to resolve the INI issues for compliance with county requirements <p><u>Pending Items:</u></p> <ul style="list-style-type: none"> Await response from MDWASD on SSES report Action plan to be created to address the issues and recommendations provided in the SSES report. 			
9	<p>Sidewalk and ADA Improvements @ Harbor Island and Treasure Island (Phase I) -[TF21-01]</p> <p>FDOT Nomenclature FM- 445787-1-54-01</p>	<p><u>Design</u> \$59,151.50</p> <p>Paid to date: \$59,151.50</p> <p><u>Construction:</u> Initial Cost: \$205,700.50 FDOTL Change Order #1: \$16,683.00 Total Constr. Cost: \$221,690.50</p> <p>Paid to date: \$132,315.36</p>	<p>Nov 2019 - April 2020</p> <p>April 2021 – Mar 2022</p>	<p>BCC Eng. LLC</p> <p>Star Paving Corp</p>	<p>CITT \$59,151</p> <p>*FDOTL Grant \$229,950</p>	<p><u>Project Scope:</u> Repair and replace cracked and uneven sidewalks, curb and gutters, install new ramps and sidewalks to ADA standards on TI & HI.</p> <p><u>Major Milestones</u></p> <ul style="list-style-type: none"> Project is at the construction phase. Sept 10, 2020. Bid awarded to Star Paving. Nov 2, 2020. Kick-off meeting. Construction planning & execution. Dec 2020. Project put on hold for redesign and upgrade of plans. Jan 26, 2021. Redesign submitted to FDOT for approval. Mar 11, 2021. FDOT approved redesign and awarded additional funding (CO #1) Mar 16, 2021. Project restarted. Aug 30, 2021. Project substantially completed. 			X



Capital Improvement Project (CIP) Update (March 2022)

		<p><u>CEI</u></p> <p>\$14,876 Add'nl Fee due to CO #1: \$6,180 Total Fees: \$21,056</p> <p>Paid to date: \$13,388.40</p>	<p>April 2021 – Mar 2022</p>	<p>Stantec</p>	<p>CITT \$21,056</p>	<ul style="list-style-type: none"> • Dec 27, 2021. Project is 100% completed with the installation of 7 bollards on West Drive. • Construction work was closed out Dec 29, 2021. <p><u>Status of Schedule & Work Accomplished</u></p> <ul style="list-style-type: none"> • Project was scheduled to be completed Dec 29, 2020 but was extended by 1 year to Dec 29, 2021. • Project is 100 % complete. <p><u>Major issues</u></p> <ul style="list-style-type: none"> • Jan 2021. FDOT approved 1st time extension of 6 months to June 29, 2021 due to redesign issues. • June 24, 2021. FDOT granted 2nd time extension of 45 days to Aug 14, 2021 due to delays resulting from Covid-19 pandemic. • Aug 6, 2021. FDOT approved 3rd time extension of 60 days to Sept 28, 2021 due to delays resulting from Covid-19 pandemic. • Resolved drainage issues in curb strip on East Drive. • Difficulty with procurement of metal pole barriers (bollards) due to supply shortage. Causing significant project delays. • Sept 16, 2021. FDOT approved 4th time extension of 76 days to Dec 2021 FDOT 		
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Capital Improvement Project (CIP) Update (March 2022)

						<p>due to shortage in supply of bollards to complete project.</p> <p><u>Pending Items:</u></p> <ul style="list-style-type: none"> • Field drawing to be submitted by contractor. • Documents to be uploaded in FDOT record keeping system. • Final Pay App requisition to be paid by Village • Project to be certified and closed out with FDOT by April 29, 2022. 		
10	Stormwater Master Plan Improvements [SW22-01]	<p>Planning Phase I \$149,963.80</p> <p>Paid to date: \$149,963.80</p> <p>*Planning Phase II \$280,487.00 Paid to date: 0.00</p>	<p>June 2021- Dec 2021</p> <p>Dec 2021- Jun 2022</p>	<p>BCC</p> <p>BCC</p>	<p>DEO/SWRI \$50,000/ \$99,963.80</p> <p>COVID- RELIEF FUND \$280,487.00</p>	<p><u>Project Scope:</u> Develop a Village-wide Stormwater Master Plan.</p> <p><u>Major Milestones</u></p> <ul style="list-style-type: none"> • June 10, 2021. Consultant/NBV executed contract to begin project. • June 15, 2021. Project begun. Project divided into two phases. • Sep 3, 2021. 1st deliverable –Technical Memorandum on Data Collection and Evaluation provided to NBV. • Floods Map model simulating flooding issues on Treasure Island received from consultant. • Nov 10, 2021. Phase II of project commenced after issuance of notice-to-proceed. • Presentation of SWMP in progress to Village commission and residence in a town hall meeting. 	X	



Capital Improvement Project (CIP) Update (March 2022)

						<ul style="list-style-type: none"> Draft of GIS map of stormwater structures. <p><u>Status of Schedule & Work Accomplished</u></p> <ul style="list-style-type: none"> Two Technical Memorandums (TM) received during Phase I of project, TM 1-1 & 1-2. Status update of Phase I of project conducted Nov 23, 2021. Phase II project will provide 5 TMs by March 2022. TM 2-1 & 2-2 already provided. <p><u>Major Issues</u></p> <ul style="list-style-type: none"> Funding issues relating to Phase II caused project delays. Funding for Phase II obtained through Covid-19 relief funds. <p><u>Pending Items:</u></p> <ul style="list-style-type: none"> Final SWMP report to be submitted by June 15, 2022. Vulnerability Assessment task to be assessed as an addendum to SWMP. 		
		*\$75,000 for vulnerability study and adaptation plan. Should be included in Phase II of SWMP.						
11	Stormwater Pump Station Improvements, NBI [SW24-01C]	<p><u>Design</u></p> <p>\$124,908.40</p> <p>Paid to date: \$37,141.30</p>	Mar 2021- Mar 2022	BCC	FDEP \$200,000	<p><u>Project Scope</u></p> <p>To Repair and Replace North Bay Island Stormwater Pump Station.</p> <p><u>Major Milestones</u></p> <ul style="list-style-type: none"> Project is in the design phase. 		X



Capital Improvement Project (CIP) Update (March 2022)

		<u>Construction</u> \$275,000	TBD	TBD	FDEP *1,500,000 **\$600,000	<ul style="list-style-type: none"> • Aug 2020. Consultant contracted to provide to study and prepare models for solving the drainage and pump station issues on NB Island. • March 23, 2021. The final BODR was presented at commission with three options. Commission recommends moving forward with option 1. • March 23, 2021. Commission approved Resolution 2021-015 to apply for funding from FDEP. • Consultant is proceeding with full design of project. • Additional grant funds received from FDEP 		
		<u>CEI</u> TBD	TBD	TBD	TBD	<p><u>Status of Schedule & Work Accomplished</u> The project is scheduled for a 9 months design duration.</p> <p><u>Major Issues</u></p> <ul style="list-style-type: none"> • Funding required. NBV to apply for a loan from FDEP. • Design delay due to funding needs. • Consideration of impact of SSES study on sewer pump design. • Design on hold to resolve funding issues. <p><u>Pending Items:</u></p> <ul style="list-style-type: none"> • Initial design of pump station upgrade system to be completed by June 2022. 		

*pending approval by June 2022

**pending contract execution



Capital Improvement Project (CIP) Update (March 2022)

						<ul style="list-style-type: none"> Results of SWMP to determine a new scope for this project. 			
12	<p>Treasure Island ADA Improvements - Phase II – [CP21-02D & CP22-02C]</p> <p>FDOT Nomenclature FM 444197-1 (58)</p>	<p><u>Design</u> Initial Cost: \$57,787.60 Add'nt Cost: \$14,969.95 Total Cost: \$72,757.55</p> <p>Paid to date: \$53,086.35</p> <p><u>Construction</u> TBD</p> <p><u>CEI</u> TBD</p>	<p>May 2020 – Mar 2022</p> <p>TBD</p> <p>TBD</p>	<p>BCC Eng. LLC</p> <p>TBD</p> <p>TBD</p>	<p>CITT \$72,757.55</p> <p>Grant: FDOTL/NBV \$153,000/ \$31,000 Total: \$184,000</p> <p>TBD</p>	<p><u>Project Scope:</u> Repair and replace cracked and uneven sidewalks, curb and gutters, install new ramps and sidewalks, install flasher beacons on 79th Causeway intersections to ADA standards on TI.</p> <p><u>Major Milestones</u></p> <ul style="list-style-type: none"> Project is currently in design phase April 2020. Proposal sent by design consultant in response to NBV RFO. May 15, 2020. Commission passed Resolution NO. 2020-024 to accept proposal from design consultant. Oct 2020. NBV instructs designer to redesign project to eliminate sections to be construction under phase I plans Dec 2020. 60% Redesign plans sent to FDOT for approval. Sept 16, 2021. 90% plans submitted. Nov 9, 2021. Traffic Study approved by commission and work has commenced Dec 29, 2021. 100% plans submitted to FDOT. <p><u>Status of Schedule & Work Accomplished</u></p> <ul style="list-style-type: none"> Project was scheduled to be completed. Nov 2020 but was extended by 11 months to Oct 2021 due to change of scope and project redesign. 	X		



Capital Improvement Project (CIP) Update (March 2022)

					<ul style="list-style-type: none"> • Project is 90% completed. • Oct 15, 2021. Cultural Resource Study submitted to FDOT for review. <p><u>Major Issues</u></p> <ul style="list-style-type: none"> • Grant funding approved construction for FY24 but NBV requested and was granted an advance of funds to FY22. • FDOT requires a traffic study to justify the installation of audible beacons at 4 intersections along 79th Street Causeway on Treasure Island. • FDOR required a cultural resources study to determine any major cultural impacts by the project. Report completed and submitted to FDOT Sept 30, 2021. • Increase in design cost by approximately 55% due to increased scope and FDOT requirements for traffic and cultural resources studies. • Nov 8, 2021. Project put on hold due to the need for possible redesign of plans. • 100% plans not completed and awaiting Traffic study data. <p><u>Pending Items:</u></p> <ul style="list-style-type: none"> • Conditional permit approval to be provided by DERM for signalization plans. • Project permit and bid documents to be provided to FDOT by March 8, 2022. 		
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Capital Improvement Project (CIP) Update (March 2022)

13	Treasure Island Elementary School Community Park [CP21-02D & CP22-02]	<u>Design</u> \$396,454 Paid to date: \$142,406.00 <u>Construction</u> Estimated Cost: 3.0M <u>CEI</u> TBD	June 2021 – Dec 2022 TBD TBD	BEA TBD TBD	GO GO GO	<p><u>Project Scope:</u> Preparation of Permit & Bid Documents for the complete design and construction administration for a multi-purpose park to include: renovation of multi-purpose field, hard tennis courts, new fencing, urban trail, landscaping and additional park amenities.</p> <p><u>Major Milestones</u></p> <ul style="list-style-type: none"> • Project is at the design phase. • Feb 25, 2021. Commission selects architectural firm to design project. • April 13, 2021: Commission approved Resolution No. 2021-023 for design and construction management of Community Park. • June 8, 2021. Design phase of project begun. • Sept 14, 2021. Consultant presented conceptual design to commission. • Consultant begun technical design of project. • Nov 8, 2021. 30% design schematics submitted by designer. <p>Status of Schedule & Work Accomplished</p>	X		
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Capital Improvement Project (CIP) Update (March 2022)

						<ul style="list-style-type: none"> Project to take 6 months for design completion. Nov 8, 2021. Projected design completion Dec 2021 but project is now on hold. <p><u>Major Issues</u></p> <ul style="list-style-type: none"> Constraints in funding for construction resulted in project being done in three stages. Funding for construction of multi-purpose field is undetermined. MDCPS will provide 100k to offset construction funding. Project placed on paused due to the need for possible redesign. <p><u>Pending Items:</u></p> <ul style="list-style-type: none"> Topographic and Geotechnical survey to be conducted on NE section of property. Decision to be taken on the way forward in light of the site development of Galleon Street PW compound. 			
14	Treasure Island Road Improvement Project [RCP22-01]	<p><u>Design</u> \$220,913 Paid to date: \$19,793</p> <p><u>Construction:</u> TBD</p>	June 2021- Feb 2023 TBD	Stantec TBD	<p>CITTB \$220,913</p> <p>CITTB *\$2.1M</p>	<p><u>Project Scope:</u> Roadway reconstruction, milling, repaving and landscaping elements. Design to provide for drainage, traffic control, traffic calming pedestrian accessibility & landscaping elements.</p> <p><u>Major Milestones</u></p> <ul style="list-style-type: none"> Project is currently in design phase. 	X		



Capital Improvement Project (CIP) Update (March 2022)

		CEI TBD	TBD	TBD	CITTB	<ul style="list-style-type: none"> • June 8, 2021. Approved given for designer to carry our redesign of paving, milling and resurfacing on TI, HI & landscape improvements of all three islands. • June 25, 2021. Project Kick-off. Design began. • Nov 9, 2021. New work order approved by commission. • Dec 6, 2021. Kick-off meeting for Project redesign with new scope held; project began. • Jan 2022. Traffic study to determine the need for speed humps has begun. <p><u>Status of Schedule & Work Accomplished</u></p> <ul style="list-style-type: none"> • Project schedule to be completed by Feb 2023. • Change of scope to extend schedule. • Designer working on conceptual designs, which will be presented to commission by April 2022. <p><u>Major Issues</u></p> <ul style="list-style-type: none"> • Work order cancelled and a new work order to be executed due to a change in scope of project. • Scope of work is now limited to roadway improvements on TI and landscape improvements on TI & NBI. • Aug 12, 2021. Staff and consultant updated scope, which focuses on road improvements only on Treasure Island 			
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Capital Improvement Project (CIP) Update (March 2022)

						<p>and some landscape improvements on North Bay Island. Not to include Harbor Island.</p> <ul style="list-style-type: none"> • Sept 22, 2021. Scope was modified. Previous work order cancelled and a new work order to be agreed on. • The completion of the ongoing SSES report will provide information on the upgrade of sewer lines and laterals. This will change the scope of the project and will adjust the project schedule. <p><u>Pending Items:</u></p> <ul style="list-style-type: none"> • Design concept to be completed and submitted to village by April 12, 2022. • Traffic Study to be completed and submitted to village by March 4, 2022. 		
15	Village Hall Facility (Sakura Lot – 1335 79 th Street Causeway) – [CP23-04]	<p><u>Planning/Design</u> 9</p> <p><u>Construction</u> TBD</p> <p><u>CEI</u> TBD</p>	TBD	TBD	<p>CA/GO *\$4,670,000/ \$7,501,285</p> <p>CA/GO</p> <p>CA/GO</p>	<p><u>Project Scope</u> The village hall building was demolished in 2013, and a replacement is required. A new building will to be designed to include police/fire/Village hall.</p> <p><u>Major Milestones</u></p> <ul style="list-style-type: none"> • Project is a planning stage. • June 2020. NBV & MDC signed MOU to construct complex using a private – public partnership option to fund planning, design, construction & construction administration. 	x	



Capital Improvement Project (CIP) Update (March 2022)

						<ul style="list-style-type: none"> November 2020. Used exception to permit civic uses on project site. Preparation of RFP based on approved zoning changes (1st draft) Oct 14, 2021. Geotechnical survey completed for site. Nov 2, 2021. Resolution 2021-067 approved by commission for issuance of RFP for the development of a mixed use municipal complex. Commission authorized issuance of RFP via Resolution. RFP advertised on Demand Star and responses received. Review process to commence. <p><u>Status of Schedule & Work Accomplished</u></p> <p><u>Major Issues</u></p> <ul style="list-style-type: none"> RFP put out for bid and developer to be selected. Responses received Dec 2021. Response to RFP currently under review. <p><u>Pending Items:</u></p> <ul style="list-style-type: none"> Review of RFP and selection of to be determined.
					<p>*Total \$12,171,285 estimated for Dsgn, Cons & CEI, FY 23</p>	



Capital Improvement Project (CIP) Update (March 2022)

16	Vogel Park Marine Facility- [CP21-01D & CP22-01C]	<u>Planning</u> \$30,952.33 *\$4,796 **\$12,796.00 Paid to date: \$24,861.36	Mar 2021 – Jan 2022	EAC	FIND \$48,544.33	<u>Project Scope:</u> Develop an assessment of the feasibility of a marine facility at Vogel Park to include a police boat dock and a kayak launch site for residential use. <u>Major Milestones</u> <ul style="list-style-type: none"> • Project is at the design phase. • February 9, 2021. Commission approved Resolution 2021-004 to accept consultant’s proposal for conceptual design & assessments of requirements. • March 9, 2021. Project begun with bathymetric and geotechnical surveys. • Nov 10, 2021. Additional benthic resource & boundary surveys completed and report provided by consultant. • Nov 2, 2021. Resolution 2021-065 approved for start of Design phase of project. • Jan 2022. Conceptual Design submitted to NBV. • Jan 25, 2022. Presentation of conceptual designs to joint NBV board. 	x		
		<u>Design</u> \$133,467.00 Paid to date: 0.00	Jan 2022 – Aug 2022	EAC	FIND \$100,000 *FDEP- FRDAP \$7,500				
		<u>Construction</u> Est. Project Cost: \$400,000	TBD	TBD	*FDEP- FRDAP \$42,500 NBV \$367,500				
		<u>CEI</u> Est. Project Cost: \$40,000	TBD	TBD	TBD				
						<u>Status of Schedule & Work Accomplished</u> <ul style="list-style-type: none"> • Project to take 8 – 15 month to design depending on the permit requirement by US Army Corp of Engineers (UACE) and the Fish and Wild Life Division. • 80% of planning work accomplished. • Design is underway 			



Capital Improvement Project (CIP) Update (March 2022)

		<p>*direct payment to county for biological assessment **payments for add't'n surveys</p>			<p>*Funding from FDEP grant of \$50,000 **Find grant to be applied for FY22-23</p>	<p><u>Major Issues</u></p> <ul style="list-style-type: none"> Type of dock design not yet approved by UACE. Type of dock design approved will impact the time required for design. Permitting agency required additional survey to determine location of sea grass and the quality of seawall support (riprap) at project site. <p><u>Pending Items:</u></p> <ul style="list-style-type: none"> 60% design plans to be submitted for review by March 2022. 			
17	Wastewater Pump Station Improvements - [SI21-01C]	<p><u>Design</u> \$228,900</p> <p>Paid to date: \$228,900</p> <p><u>Bid Phase</u></p> <p><u>Construction</u> Est: \$2,200,000</p> <p><u>CEI</u> Est: \$240,000</p>	<p>Feb 2020- July 2020</p> <p>Oct 2021- Feb 2022</p> <p>Feb 2022- TBD</p> <p>Feb 2022- TBD</p>	<p>Kimley Horn</p> <p>N/A</p> <p>TBD</p> <p>TBD</p>	<p>SRL \$228,900</p> <p>N/A</p> <p>SRL \$2,200,000 FDEP *\$600,000</p> <p>TBD</p>	<p><u>Project Scope:</u> Evaluating the existing wastewater pumping and control systems for improved performance and efficiency, evaluating the current wastewater system flow patterns, analyzing pump station capacities, reviewing pump station operation for connection to the Village's existing force main system, and replacing the existing pump station building on Galleon Street with a new submersible pump station for improved site development opportunities.</p> <p><u>Major Milestones</u></p> <ul style="list-style-type: none"> The project is 100% designed and permitted. 	X		



Capital Improvement Project (CIP) Update (March 2022)

					<ul style="list-style-type: none"> • Currently at the bidding phase leading into construction. • May 13, 2021. Application to SRF FDEP for \$2,200, 000 loan funding approved. • Resolution passed by NBV commission to borrow an amount not to exceed \$2,264,400 from FDEP protection clean water state revolving fund, ratifying resolution No. 2021-015 adopted March 23rd. • Conceptual Design report/memorandum to be delivered to NBV for review and approval by Nov 30, 2021. <p><u>Status of Schedule & Work Accomplished</u></p> <ul style="list-style-type: none"> • Bid is scheduled to last 2 months. <p><u>Major Issues</u></p> <ul style="list-style-type: none"> • Securing funding for project. • Issues with the current design <p><u>Pending Items:</u></p> <ul style="list-style-type: none"> • Bidding respondent and contractor approval by Feb 2022. • Rehabilitation construction to begin shortly after. 		
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*pending contract execution



Capital Improvement Project (CIP) Update (March 2022)

LEGEND

Priority Rankings

H: High- Projects are of the utmost importance because they are ongoing, urgent, represent critical work and/or have imminent grant or funding deadlines.

M: Medium-Projects, while important, are not as urgent as high-priority, and full funding may not be available.

L: Low- Projects are desirable but less time-sensitive than other CIP projects and reflect lower village priorities. May move into higher, priority categories if time and funding permit.

Funding Sources

CA: County Appropriation

CEI: Construction Engineering Inspection

CDBG-DR: Rebuild Florida-Community Dev Block Grant- Disaster Recovery

CIGP: County Incentive Grant Program

CITT: Citizens' Independent Transportation Trust

CITTB: CITT Bond

CP: Capital Funds

FDOTL: Florida Department of Transportation LAP Grant

FDOT: Florida Department of Transportation Grant

FIND: Florida Inland & Navigation District Grant

FRDAP: Fl. Recreation Department Assistance Program

GF: General Fund

GO: General Obligation Bond

IOD: Settlement Fees from the Isle of Dreams Project

LWCF: Land Water Conservation Fund

NSTG: Neat Streets Tree Grant

PNSTG: Potential Neat Streets Tree Grant

PSA: Pending State Appropriation

SRL: State Revolving Loan

TPO: Transportation Planning Organization

SA: State Appropriation

SM: Street Maintenance Funds

SWRI: Proposed Utility Rates Increase

SWO: Stormwater Ops. Fund

UNF: Unfunded

UO: Utility Operations

TR: Transportation Funds

UT: Utility Funds

LWCP: Land and Water Conservation Program



Capital Improvement Project (CIP) Update (March 2022)



NORTH BAY VILLAGE
EST. 1945

ITEM NO. 9.C

**North Bay Village
Recommendation Memorandum**

DATE: April 12, 2022
TO: Honorable Mayor, Vice Mayor and Members of the Village Commission
FROM: Orlando Rodriguez, Code Enforcement Division Director
SPONSORED BY:
SUBJECT: CODE ENFORCEMENT MONTHLY UPDATE (MARCH 2022)

RECOMMENDATION

BACKGROUND AND ANALYSIS

BUDGETARY/FINANCIAL IMPACT (Finance Dept.)

Recovered \$11,950.00 in Code Enforcement fines.

PERSONNEL IMPACT

NONE



INCIDENT REPORT
STVR Violation
 Incident: 202200012562

INCIDENT DATES/TIMES:

Reported Date/Time: 03/18/2022 22:21:49
 Completed Date/Time: 03/18/2022 22:40:50
 Earliest Date/Time: 03/18/2022 22:15:00
 Latest Date/Time: 03/18/2022 22:20:00

INCIDENT LOCATION:

7720 Center Bay Dr North Bay Village FL 33141 Miami-Dade

OFFENSES:

<i>IBR</i>	<i>Offense - Description</i>	<i>Statute - Description</i>	<i>Degree</i>	<i>Class</i>	<i>Level</i>
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SUBJECT(S) INVOLVED:

<i>Type</i>	<i>Name</i>	<i>DOB</i>	<i>Address</i>	<i>City/State/Zip</i>	<i>Phone</i>
Contact	Givens, Quintessia Kayondra	08/11/1992	3011 Irene Rd	Summit, MS 39666	6018107049

VEHICLE:

<i>Plate #</i>	<i>State</i>	<i>Type</i>	<i>VIN</i>	<i>Yr</i>	<i>Make</i>	<i>Model</i>	<i>Color</i>	<i>Value</i>
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Date: Expire

VEHICLE - Continued:

<i>Plate #</i>	<i>State</i>	<i>Type</i>	<i>VIN</i>	<i>Year</i>	<i>Make-Model</i>	<i>Color</i>	<i>Value</i>
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PROPERTY:

<i>Loss</i>				
<i>No.</i>	<i>Type</i>	<i>Qty.</i>	<i>Make/Model/Style</i>	<i>Description</i>

1

SYNOPSIS:

Loud talking, yelling, and screaming coming from the rear of the property.
 Lowered upon request. Report written ref. STVR violation.



INCIDENT REPORT
STVR Violation
Incident: 202200014168

INCIDENT DATES/TIMES:

Reported Date/Time: 03/29/2022 20:33:41
Completed Date/Time: 03/29/2022 21:01:34
Earliest Date/Time:
Latest Date/Time:

INCIDENT LOCATION:

7700 Miami View Dr North Bay Village FL 33141 Miami-Dade

OFFENSES:

Table with columns: IBR, Offense - Description, Statute - Description, Degree, Class, Level

SUBJECT(S) INVOLVED:

Table with columns: Type, Name, DOB, Address, City/State/Zip, Phone

VEHICLE:

Table with columns: Plate #, State, Type, VIN, Yr, Make, Model, Color, Value

Date: Expire

VEHICLE - Continued:

Table with columns: Plate #, State, Type, VIN, Year, Make-Model, Color, Value

PROPERTY:

Table with columns: No., Type, Qty., Make/Model/Style, Description

1

SYNOPSIS:

Ref film shoot involving 20 people, poss being conducted without a permit
No violations was observed on arrival. Report written.

INCIDENT NARRATIVE

On March 14, 2022, at approximately 4:05 AM, I responded to 7510 Coquina Dr. in reference to loud music coming from a vehicle. When I arrived, no occupied vehicle was in the area, and no occupied vehicle playing loud music.

No Further Information

North Bay Village Police Department
North Bay Village Case: 202200011712
Monday, March 14, 2022
Officer J. Guante– NBV 22 / Badge: 0288
Field Support Division (Road Patrol)

On today's tour of duty, at approximately 1119pm I was dispatched to 7800 Beachview Drive in reference to loud people talking and loud music.

Upon our arrival, I observed no violation. I made contact with the renter who advised that he had rented the home for the week and will be leaving on Sunday. I advised him of the North Bay Village noise ordinance as a courtesy.

No further action taken at this time.

North Bay Village Police Patrol Division
Officer M. Ascanio (NBV26/ID0257)
Case #202200012075
03/15/2022

INCIDENT NARRATIVE

On Friday, March 18, 2022, at approximately 10:22 PM, I responded to 7720 Center Bay Drive in reference to loud talking/shouting coming from the rear. Upon arrival, I can audibly hear from the street loud talking and screaming. I made contact with the primary renter, Ms. Quintessia Givens, who stated that she and her fellow guests will try to ensure their noise levels no longer disturb the neighbors. Ms. Givens stated they rented the home from Air B-n-B and made a security deposit of \$2,500. Moreover, they are departing from the location on Sunday March 20, 2022.

No further information.

North Bay Village Police Department
North Bay Village Case: 202200012562
Friday, March 18, 2022
Ofc. P. Battaglia – NBV 19 / Badge: 0283
Field Support Division (Road Patrol)

On today's tour of duty, at approximately 8:23pm I was dispatched to 7700 Miami View Drive in reference to a possible film shoot without permits.

Upon our arrival, I observed no violation other than a couple of people carrying some equipment into the property. I made contact with the renter who advised that she had rented the home for the day and will be leaving in the morning. I advised her of the North Bay Village noise ordinance as a courtesy and told them that if they were to film a video for commercial purposes they needed to request a permit via the City Hall.

No further action taken at this time.

North Bay Village Police Patrol Division
Officer M. Ascanio (NBV26/ID0257)
Case #202200014168
03/29/2022

INCIDENT DAILY SUMMARY - ACTIVITY

Date 03/31/2022

Time 10:43:14

Report CFS11

Agency ALL

Dates 3/1/2022 thru 3/31/2022

Activity STVR Violation

Incident Nr	Case Nr	Unit	Officer	Date Report	Time Report	Time Comp	Activity	Complainant	Location	City	Disposition
Agency P		Police									
				Activity	STVRV	STVR Violation					
202200010466		NBV11	00000274	3/5/2022	23:37:10	23:49:22	STVR Violation	Anonymous	1560 S Treasure Dr	North Bay Ville	Unfounded
		NBV19	00000283								
202200010659		NBV26	00000257	3/6/2022	23:09:53	23:37:19	STVR Violation	Anonymmous	1560 S Treasure Dr	North Bay Ville	Unfounded
		NBV27	00000266								
202200011388		NBV11	00000274	3/12/2022	6:24:30	06:51:33	STVR Violation	Anonymous	7552 Mutiny Ave	North Bay Ville	Unfounded
		NBV19	00000283								
202200011712		NBV22	00000288	3/14/2022	3:50:48	04:16:39	STVR Violation	Anon	7510 Coquina Dr	North Bay Ville	Off Incident I
		NBV27	00000266								
202200012069		NBV22	00000288	3/15/2022	22:52:57	23:17:01	STVR Violation	Anon	7800 Beachview Dr	North Bay Ville	All Clear QR
		NBV26	00000257								
202200012075		NBV22	00000288	3/15/2022	23:05:13	23:20:59	STVR Violation		7800 Beachview Dr	North Bay Ville	Off Incident I
		NBV26	00000257								
202200012445		NBV12	00000267	3/17/2022	21:36:15	21:59:12	STVR Violation	Norris, Paul	1560 S Treasure Dr	North Bay Ville	Unfounded
		NBV19	00000283								
202200012562		NBV12	00000267	3/18/2022	22:21:49	22:40:50	STVR Violation	Anonymous	7720 Center Bay Dr	North Bay Ville	Off Incident I
		NBV19	00000283								
202200014168		NBV26	00000257	3/29/2022	20:33:41	21:01:34	STVR Violation	Oliver	7700 Miami View Dr	North Bay Ville	Off Incident I
		NBV28	00000228								
STVR Violation				Total	9	Activity Total Time (Minutes)		202.22			
Police		Total	9	Agency Total Time (Minutes)		202.22					
Grand Total				9	Grand Total Time (Minutes)		202.22				



INCIDENT REPORT
STVR Violation
Incident: 202200011712

INCIDENT DATES/TIMES:

Reported Date/Time: 03/14/2022 3:50:48
Completed Date/Time: 03/14/2022 4:16:39
Earliest Date/Time: 03/14/2022 3:55:00
Latest Date/Time: 03/14/2022 4:03:00

INCIDENT LOCATION:

7510 Coquina Dr North Bay Village FL 33141 Miami-Dade

OFFENSES:

Table with columns: IBR, Offense - Description, Statute - Description, Degree, Class, Level

SUBJECT(S) INVOLVED:

Table with columns: Type, Name, DOB, Address, City/State/Zip, Phone

Juvenile - Name Withheld

VEHICLE:

Table with columns: Plate #, State, Type, VIN, Yr, Make, Model, Color, Value

Date: Expire

VEHICLE - Continued:

Table with columns: Plate #, State, Type, VIN, Year, Make-Model, Color, Value

PROPERTY:

Table with columns: No., Type, Qty., Make/Model/Style, Description

1

SYNOPSIS:

loud music coming from a blk jeep grand cherokee and vehicle is occupied by two males.
Vehicle gone upon my arrival. Report written as this address is an STVR.



INCIDENT REPORT
STVR Violation
Incident: 202200012075

INCIDENT DATES/TIMES:

Reported Date/Time: 03/15/2022 23:05:13
Completed Date/Time: 03/15/2022 23:22:54
Earliest Date/Time: 03/15/2022 23:05:00
Latest Date/Time: 03/16/2022 23:22:00

INCIDENT LOCATION:

7800 Beachview Dr North Bay Village FL 33141 Miami-Dade

OFFENSES:

Table with columns: IBR, Offense - Description, Statute - Description, Degree, Class, Level

SUBJECT(S) INVOLVED:

Table with columns: Type, Name, DOB, Address, City/State/Zip, Phone

VEHICLE:

Table with columns: Plate #, State, Type, VIN, Yr, Make, Model, Color, Value

Date: Expire

VEHICLE - Continued:

Table with columns: Plate #, State, Type, VIN, Year, Make-Model, Color, Value

PROPERTY:

Table with columns: No., Type, Qty., Make/Model/Style, Description

SYNOPSIS:

Code		Statistics	Nov-19	\$	\$
Property Address	Violation Type	Action Taken	Date/Month	Amount Cited	Fines Collected
7904 West Dr. #101	Operating/Advertising	Warning	11/2/2019		
7904 West Dr. #203	Operating/Advertising	Warning	11/2/2019		
7904 West Dr. #704	Operating/Advertising	Warning	11/2/2019		
7904 west Dr. #206	Operating/Advertising	Warning	11/2/2019		
7904 West Dr. #303	Operating/Advertising	Warning	11/2/2019		
7904 West Dr. #111	Operating/Advertising	Warning	11/2/2019		
7904 West Dr. # 914	Operating/Advertising	Warning	11/2/2019		
7904 West Dr. # 917	Operating/Advertising	Warning	11/2/2019		
7700 Miami View Dr.	Special Magistrate	SM Order	10/29/2019		\$29,160.00
7939 East Dr. #15	Operating/BTR	Citation	11/4/2019		\$1,100.00
7904 East Dr. #407	Operating/BTR	Citation	11/4/2018	\$1,100.00	
7700 Beach View Dr.	Operating/noise	Citation	11/13/2019		\$1,100.00
1365 Bay Ter.	Operating	Citation	11/13/2019		\$1,000.00
7904 West Dr. #507	Operating/BTR	Citation	11/15/2019		\$2,100.00
7525 W Treasure Dr.	Operating	Citation	11/18/2019		\$1,100.00
7540 Mutiny Ave.	Operating	Citation	11/20/2019		\$550.00
7904 West Dr. #916	Operating /BTR	Citation	11/22/2019		\$1,100.00
				\$1,100.00	\$37,210.00

Code		Statistics	Dec-19	\$	\$
Property Address	Violation Type	Action Taken	Date/Month	Amount Cited	Fines Collected
7904 West Dr. #216	Operating/Advertising	Citation	12/3/2019		\$1,350.00
7904 West Dr. #1003	Operating/Advertising	Citation	11/29/2019		\$1,100.00
7904 West Dr. #711	Operating/Advertising	Warning	12/5/2019		
7904 West Dr. #602	Operating/Advertising	Warning	12/5/2019		
7904 West Dr. #512	Operating/Advertising	Warning	12/5/2019		
7904 West Dr #115	Operating/Advertising	Warning	11/30/2019		
1830 S Treasure Dr. #211	Operating/Advertising	Citation	12/10/2019	\$1,100.00	
7921 West Dr. #6	Operating/Advertising	Warning	11/25/2019		
7545 E Treasure Dr. #10H	Operating/Advertising	Warning	11/25/2019		
7501 E Treasure Dr. #6T	Operating/Advertising	Warning	11/25/2019		
7928 East Dr. #101	Operating/Advertising	Warning	11/25/2019		

7939 East Dr.#15	WWP	Citation	12/1/2019		\$500.00
7545 E Treasure Dr. #6i	WWP	Citation	12/6/2019		\$500.00
7545 W Treasure Dr.	Landscape	Citation	12/6/2019		\$200.00
7904 West Dr. #515	WWP	Citation	12/9/2019		\$500.00
7701 Beach View Dr.	Various	Citation	12/12/2019		\$2,500.00
1625 Kennedy Cswy	MOT Permit	Citation	12/12/2019		\$500.00
	Landscape	Citation	12/13/2019		\$675.00
1665 Kennedy Cswy	Noise/Permit	Citation	12/27/2019		\$400.00
7901 Hispanola Ave	Noise	Citation	12/27/2019		\$300.00
1665 Kennedy Cswy	Noise	Citation	12/30/2019	\$500.00	
				\$1,600.00	\$8,525.00

Code	Statistics	Jan-20	\$	\$	
Property Address	Violation Type	Action Taken	Date/Month	Amount Cited	Fines Collected
1665 Kennedy Cswy	Noise/Permit	Citation	1/3/2020		\$500.00
7940 West Dr.	Landscape	Citation	1/6/2020		\$200.00
7900 Harbor Island #PH13	Operating/Advertising	Warning	1/6/2020		
7900 Harbor Island #PH17	Operating/Advertising	Warning	1/6/2020		
1865 Kennedy Cswy	WWP	Citation	1/9/2020	\$500.00	
1401 Kennedy Cswy	WWP	Citation	1/4/2020	\$200.00	
1401 Kennedy Cswy	WWP/Noise	Citation	1/11/2020	\$500.00	
1550 S Treasure Dr.	WWP	Citation	1/11/2020	\$200.00	
7904 West Dr. #1016	Special Magistrate	Order	1/13/2020		\$2,000.00
1441 S Treasure Dr.	Special Magistrate	Order	1/16/2020		\$400.00
1830 S Treasure Dr	Special Magistrate	Order	1/21/2020		\$1,100.00
7509 Adventure Ave	Special Magistrate	Order	1/22/2020		\$675.00
7711 Beach View Dr	WWP	Citation	1/23/2020		\$500.00
7800 Beach View Dr	Trash	Citation	1/24/2020		\$100.00
1865 Kennedy Cswy #3M	Noxious Odor	Citation	1/2/2020		\$100.00
7504 Jewel Ave	WWP	Citation	1/2/2020		\$500.00
1665 Kennedy Cswy	WWP	Citation	1/28/2020		\$500.00
7904 West Dr. #115	Operating/Advertising	Citation	1/3/2020	\$1,100.00	
7504 Adventure Ave	Operating/Advertising	Warning	1/6/2020		
1550 S Treasure Dr.	WWP	Citation	1/28/2020		\$400.00
7900 Harbor Island #PH13	Operating/Advertising	Citation	1/23/2020	\$2,100.00	
7900 Harbor Island #PH17	Operating/Advertising	Citation	1/23/2020	\$2,100.00	
7920 East Drive	Minimum Housing	Warning	1/13/2020		

7401 Miami View Dr	Landscape	Warning	1/13/2020		
				\$6,700.00	\$6,975.00
Code Statistics Feb-20 \$ \$					
Property Address	Violation Type	Action Taken	Date/Month	Amount Cited	Fines Collected
1401 Kennedy Cswy	WWP/Noise	Citation	2/3/2020		\$700.00
1550 Kennedy Cswy	WWP	Citation	2/3/2020		\$500.00
7401 Beach View Dr	Derelict Trailer	Warning	2/7/2020		
7800 Hispanola Ave	WWP/Noise	Citation	2/5/2020		\$700.00
7933 West Dr.	Building Parts	Warning	2/10/2020		
1865 Kennedy Cswy	WWP	Citation	2/3/2020		\$500.00
1665 Kennedy Cswy	Blocking ROW	Warning	2/12/2020		
7920 West Dr	Dead Storage	Warning	2/7/2020		
Jewel /S.Treasure Dr	Dead Storage	Warning	2/11/2020		
7531 Miami View Dr	WWP	Citation	1/29/2020	\$500.00	
1665 Kennedy Cswy	Blocking ROW	Citation	2/14/2020	\$50.00	
1872 Kennedy Cswy	WWP	Citation	2/14/2020	\$500.00	
7701 Coquina Dr	Landscape	Citation	2/21/2020	\$500.00	
7711 Beach View Dr.	Operating/Advertising	Citation	2/19/2020	\$1,100.00	
1665 Kennedy Cswy	Blocking ROW	Citation	2/19/2020	\$50.00	
7552 Mutiny Ave	WWP	Citation	2/20/2020	\$500.00	
1886 Kennedy Cswy	BTR	Warning	2/14/2020		
1888 Kennedy Cswy	BTR/Single use	Warning	2/14/2020		
1880 Kennedy Cswy	BTR	Warning	2/14/2020		
7810 Center Bay Dr	Landscape	Warning	2/19/2020		
7525 Buccaneer Ave	Fence	Warning	2/24/2020		
Adventure/S.Treasure Dr	Dead Storage	Warning	2/18/2020		
Galleon/E.Treasure Dr	Dead Storage	Warning	2/5/2020		
7934 West Dr	Knox Box	Warning	2/17/2020		
1625 Kennedy Cswy	Knox Box	Warning	2/17/2020		
1865 Kennedy Cswy	WWP	Citation	2/15/2020	\$500.00	
1872 Kennedy Cswy	Trash	Citation	2/17/2020	\$200.00	
1666 Kennedy Cswy	Minimum Housing	Warning	2/7/2020		
7525 W Treasure Dr	Operating/Advertising	Citation	2/28/2020		\$2,100.00
1624 Kennedy Cswy	BTR	Warning	2/26/2020		
1630 Kennedy Cswy	BTR	Warning	2/27/2020		
7601 E Treasure Dr #4	BTR	Warning	2/27/2020		

7601 E Treasure Dr #20	BTR	Warning	2/27/2020							
				\$3,900.00	\$4,500.00					
<table border="1"> <thead> <tr> <th>Code</th> <th>Statistics</th> <th>Mar-20</th> <th>\$</th> <th>\$</th> </tr> </thead> </table>						Code	Statistics	Mar-20	\$	\$
Code	Statistics	Mar-20	\$	\$						
Property Address	Violation Type	Action Taken	Date/Month	Amount Cited	Fines Collected					
1520 S. Treasure Dr	WWP	Citation	2/29/2020	\$200.00						
1520 S. Treasure Dr	Noise	Citation	2/29/2020	\$200.00						
7537 W. Treasure Dr	Operating/Advertising	Citation	3/3/2020		\$1,100.00					
7920 East Dr #14	WWP	Citation	3/4/2020		\$200.00					
1872 Kennedy Cswy	WWP	Citation	3/9/2020		\$500.00					
1872 Kennedy Cswy	Trash	Citation	3/9/2020		\$200.00					
7904 West Dr #808	WWP	Citation	3/9/2020	\$500.00						
7525 Buccaneer Ave	WWP	Citation	3/7/2020	\$200.00						
7525 Buccaneer Ave	Noise	Citation	3/7/2020	\$200.00						
7900 Harbor Island Dr#517	Operating/Advertising	Warning	3/10/2020							
7508 Jewel Ave	Operating/Advertising	Warning	3/10/2020							
7904 West Dr #808	WWP	Citation	3/10/2020		\$500.00					
1665 79th Street CSWY	Graffiti	Warning	3/11/2020							
1580 79th St CSWY	Graffiti	Warning	3/11/2020							
1600 79th St CSWY	Graffiti	Warning	3/11/2020							
7904 West Dr #206	Special Magistrate	Order	3/9/2020		\$1,500.00					
7601 E. Treasure Dr #25	BTR	Warning	3/10/2020							
7601 E Treasure Dr #10	Trash	Warning	3/11/2020							
7601 E. Treasure Dr	Dumpster Regulations	Warning	3/11/2020							
7904 West Dr #112	WWP	Citation	3/12/2020	\$500.00						
7544 Mutiny Ave	Operating/Advertising	Warning	3/12/2020							
7830 Miami View Dr	Operating/Advertising	Warning	3/12/2020							
7904 West Dr #303	Operating/advertising	Citation	3/12/2020	\$1,100.00						
1550 Kennedy Cswy	BTR	Warning	3/12/2020							
1555 N.Treasure Dr #311	Operating/Advertising	Warning	3/12/2020							
1850 S. Treasure Dr	WWP	Citation	3/14/2020	\$200.00						
1850 S. Treasure Dr	Noise	Citation	3/14/2020	\$200.00						
7610 Center Bay Dr	Operating/Advertising	Citation	3/17/2020	\$1,000.00						
7610 Center Bay Dr	BTR	Citation	3/17/2020	\$100.00						
7525 W. Treasure Dr	Operating/Advertising	Citation	3/17/2020	\$2,000.00						
7525 W. Treasure Dr	BTR	Citation	3/17/2020	\$100.00						
7529 Bounty Ave	Building Maintenance	Warning	3/18/2020							

7410 Beach View Dr	Landscape/Pool	Warning	3/18/2020		
1400 Kennedy Cswy	Trash/Signs	Warning	3/18/2020		
Utility Contractor	Obstructing ROW	Citation	3/18/2020	\$50.00	
7904 West Drive #604	Special Magistrate	Order	3/24/2020		\$2,000.00
7929 West Dr	Knox Box	Warning	3/19/2020		
1401 Kennedy Cswy	Noise	Citation	3/26/2020	\$200.00	
7508 Jewel Ave	Operating/Advertising	Citation	3/27/2020	\$1,100.00	
7508 Jewel Ave	Emergency Order	Citation	3/27/2020	\$250.00	
7601 E Treasure Dr	Emergency Order	Warning	3/30/2020		
Various	Emergency Order	Advisory	Various		
				\$8,100.00	\$6,000.00

Code	Statistics	Apr-20	\$	\$
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Property Address	Violation Type	Action Taken	Date/Month	Amount Cited	Fines Collected
7508 E Treasure Dr	Trash	Warning	4/1/2020		
7917 West Dr	Bulk Trash	Warning	4/1/2020		
1850 S Treasure Dr	Noise	Citation	4/3/2020	\$200.00	
1555 N Treasure Dr	ROW Violation	Warning	4/1/2020		
1850 S Treasure Dr	WWP	Citation	4/3/2020	\$200.00	
7610 Center Bay Dr	Operating/Advertising	Citation	4/6/2020		\$1,000.00
7610 Center Bay Dr	BTR	Citation	4/6/2020		\$100.00
7900 Harbor Island Dr #521	BTR	Warning	4/1/2020		
7524 W Treasure Dr	Special Magistrate	Order	4/1/2020		\$1,550.00
7553 Bounty Ave	Trash	Warning	4/7/2020		
7925 West Dr	WWP	Citation	4/7/2020		\$500.00
7925 West Dr	Seawall	Warning	4/7/2020		
7925 West Dr	WWP	Citation	4/10/2020		\$500.00
1850 S Treasure Dr	Noise	Citation	4/6/2020		\$200.00
1850 S Treasure Dr	WWP	Citation	4/6/2020		\$200.00
7601 E Treasure Dr #2119	Emergency Order	Citation	4/15/2020	\$250.00	
7508 Jewel Ave	Operating/Advertising	Citation	4/16/2020	\$2,000.00	
7508 Jewel Ave	BTR	Citation	4/16/2020	\$100.00	
7508 Jewel Ave	Emergency Order	Citation	4/16/2020	\$250.00	
7904 West Dr #1003	Operating/Advertising	Citation	4/17/2020	\$2,000.00	
7904 West Dr #1003	BTR	Citation	4/17/2020	\$100.00	
7904 West Dr #1003	Emergency Order	Citation	4/17/2020	\$250.00	
7904 West Dr #1005	Emergency Order	Citation	4/17/2020	\$250.00	

7536 W Treasure Dr	WWP	Citation	4/17/2020	\$500.00	
7904 West Dr #1005	Operating/Advertising	Warning	4/17/2020		
7904 West Dr	WWP	Citation	4/20/2020	\$500.00	
7601 E Treasure Dr #CU19	Emergency Order	Citation	4/21/2020	\$250.00	
7508 Jewel Ave	Various	Citation	4/23/2020		\$1,350.00
7508 Jewel Ave	Various	Citation	4/23/2020		\$2,350.00
1880 S Treasure Dr #3A	WWP	Citation	4/23/2020	\$500.00	
1480 S Treasure Dr	Trash	Warning	4/24/2020		
7517 Buccaneer Ave	Noise	Citation	4/25/2020	\$200.00	
1860 Kennedy Cswy	Trash	Citation	4/27/2020	\$200.00	
7911/7913 West Dr	Trash	Warning	4/24/2020		
(15) Lien Searches					
				\$7,750.00	\$7,750.00

Code Statistics May-20 \$ \$					
Property Address	Violation Type	Action Taken	Date/Month	Amount Cited	Fines Collected
7525 W Treasure Dr	Operating/Advertising	Citation	4/3/2020		\$2,100.00
7937 West Drive #F	Minimum Housing	Warning	4/30/2020		
7937 West Drive #F	Minimum Housing	Citation	5/1/2020	\$250.00	
7517 Buccaneer Ave	Noise	Citation	5/6/2020		\$200.00
7904 West Dr #1005	Emergency Order	Citation	5/6/2020		\$250.00
7700 Miami View Dr	WWP	Citation	5/8/2020	\$500.00	
7400 Beach View Dr	Landscape	Warning	5/4/2020		
7524 W Treasure Dr	Landscape	Warning	5/6/2020		
7700 Miami View Dr	WWP	Citation	5/8/2020		\$500.00
1365 Bay Terrace	Noise	Citation	5/9/2020	\$100.00	
7517 Hispanola Ave	Graffiti/Maintenance	Warning	5/7/2020		
7904 West Dr #115	Operating/Advertising	Warning	5/8/2020		
7904 West Dr #205	Operating/Advertising	Warning	5/8/2020		
7731 Coquina Dr	Operating/Advertising	Warning	5/8/2020		
1601 Kennedy Cswy	Graffiti	Warning	5/8/2020		
7401 Miami View Dr	Landscape	Warning	5/9/2020		
7623 Beach View Dr	Trash/Recycling	Citation	5/9/2020		
1755 Kennedy Cswy	Graffiti/Trash	Warning	5/11/2020		
7934 West Dr #1005	Operating/Advertising	Warning	5/13/2020		
1640 N Treasure Drive	Operating/Advertising	Warning	5/13/2020		
1540 S Treasure Dr	Landscape	Warning	5/13/2020		
7553 Adventure Ave	Landscape	Warning	5/13/2020		

7536 W Treasure Dr	WWP	Citation	5/13/2020		\$500.00
7711 Beach View Dr	Operating/Advertising	Citation	5/14/2020	\$2,000.00	
7711 Beach View Dr	BTR	Citation	5/14/2020	\$100.00	
1440 S Treasure Dr	Landscape	Warning	5/14/2020		
1881 Kennedy Cswy #706	Operating/Advertising	Warning	5/15/2020		
7557 Mutiny Ave	Operating/Advertising	Warning	5/15/2020		
7544 Adventure Ave	Operating/Advertising	Warning	5/16/2020		
7623 Beach View Dr	Trash	Citation	5/16/2020	\$200.00	
7544 Adventure Ave	Property Maintenance	Warning	5/18/2020		
7926 East Drive	Noise	Citation	5/18/2020	\$100.00	
7940 West Drive	Fence	Warning	5/20/2020		
1860 Kennedy Cswy	Trash	Citation	5/20/2020		\$200.00
1401 Kennedy Cswy	WWP	Citation	5/22/2020	\$500.00	
7904 West Drive #205	Operating/Advertising	Citation	5/23/2020	\$1,000.00	
7904 West Drive #205	BTR	Citation	5/23/2020	\$100.00	
1555 Kennedy Cswy	Fence	Warning	5/20/2020		
1555 Kennedy Cswy	Landscape ROW	Warning	5/22/2020		
1880 Kennedy Cswy	Trash	Warning	5/27/2020		
7556 W Treasure Dr	Expired Permits	Citation	5/27/2020	\$500.00	
1550 S Treasure Dr	Noise/WWP	Citation	5/27/2020		\$1,100.00
7501 Adventure Ave	Landscape ROW	Warning	5/28/2020		
7601 E Treasure Dr	Emergency Order	Citation	5/28/2020		\$250.00
Lien Searches (14)					
				\$5,350.00	\$5,100.00

Code		Statistics	Jun-20	\$	\$
Property Address	Violation Type	Action Taken	Date/Month	Amount Cited	Fines Collected
7510 Coquina Dr	Noise	Warning	5/28/2020		
7556 W Treasure Dr	Expired Permit	Citation	5/29/2020		\$500.00
7904 West Drive	WWP	Citation	5/29/2020		\$500.00
1540 S Treasure Dr	Trash	Warning	6/1/2020		
1819 Kennedy Cswy	Emergency Order	Citation	6/1/2020		\$250.00
7521 W Treasure Dr	Permit	Warning	6/3/2020		
1801 S Treasure Dr	Trash	Warning	6/2/2020		
1865 Kennedy Cswy #10D	Noxious Odor	Warning	6/2/2020		
1401 Kennedy Cswy	WWP	Citation	6/4/2020		\$500.00
7517 Hispanola Ave	Graffiti	Warning	6/2/2020		
1555 N Treasure Dr	Trash	Warning	6/4/2020		

1872 Kennedy Cswy	Trash	Warning	6/2/2020		
1570 S Treasure Dr	Trash	Warning	6/6/2020		
1555 Kennedy Cswy	Landscape ROW	Warning	6/8/2020		
7711 Beachview Dr	Trash	Warning	6/9/2020		
1900 S Treasure Drive	Trash	Warning	6/9/2020		
7525 Cutlass Ave	Landscape	Warning	6/9/2020		
Vacant Coquina Lot	Landscape	Warning	6/9/2020		
1725 Kennedy Cswy	Prohibited Sign	Warning	6/11/2020		
7556 W Treasure Dr	Special Magistrate	Order	6/15/2020		\$325.00
7556 W Treasure Dr	WWP	Citation	6/12/2020		\$500.00
7720 Miami View	Noise	Warning	6/8/2020		
1450 S Treasure Dr	Landscape	Warning	6/15/2020		
7810 Center Bay Dr	Landscape	Warning	6/15/2020		
1830 S Treasure Dr	Trash	Warning	6/15/2020		
7731 Coquina Dr	Operating/Advertising	Citation	6/12/2020	\$1,000.00	
7731 Coquina Dr	BTR	Citation	6/12/2020	\$100.00	
7731 Coquina Dr	Emergency Order	Citation	6/12/2020	\$250.00	
1865 Kennedy Cswy #4J	WWP	Citation	6/12/2020	\$500.00	
7904 West Drive #115	Operating/Advertising	Citation	6/11/2020	\$1,000.00	
7904 West Drive #115	BTR	Citation	6/11/2020	\$100.00	
7904 West Drive #115	Emergency Order	Citation	6/11/2020	\$250.00	
7410 Center Bay Dr	WWP	Citation	6/12/2020		\$300.00
1830 S Treasure Dr	Bulk Trash	Warning	6/15/2020		
1450 S Treasure Dr	Trash	Warning	6/15/2020		
7536 Mutiny Ave	Trash/Recycling	Warning	6/16/2020		
Kennedy Cswy/Harbor	Prohibited Sign	Removed	6/18/2020		
7917 West Drive	Bulk Trash	Warning	6/22/2020		
1865 Kennedy Cswy #4J	WWP	Citation	6/22/2020		\$500.00
1800 Kennedy Cswy #A201	Minimum Housing	Warning	6/25/2020		
7929 West Drive	Bulk Trash	Warning	6/25/2020		
7911/7913 West Dr	Trash	Warning	6/25/2020		
1400 Kennedy Cswy	Fence	Warning	6/25/2020		
7904 West Drive #1003	Operating/Advertising	Citation	6/23/2020		\$2,100.00
7525 E Treasure Dr	Special Magistrate	Order	6/24/2020		\$1,000.00
1801 S Treasure Dr #329	Trash/Littering	Citation	6/26/2020	\$250.00	
7711 Beachview Dr	Landscape/Trash	Warning	6/29/2020		
7510 Coquina Dr	Landscape/Trash	Warning	6/29/2020		
7532 W Treasure Dr	Trash	Warning	6/30/2020		
Lien Searches (32)					

				\$3,450.00	\$6,475.00
Code		Statistics	Jul-20	\$	\$
Property Address	Violation Type	Action Taken	Date/Month	Amount Cited	Fines Collected
7531 Coquina Dr	Landscape	Warning	6/30/2020		
1900 E Treasure Dr #4C	Noise	Warning	6/30/2020		
East Drive	Vehicle Violation	Warning	7/1/2020		
7549 Bounty Ave	Landscape	Warning	7/2/2020		
7513 W Treasure Dr	Trash	Warning	7/2/2020		
7544 W Treasure Dr	Landscape	Warning	7/3/2020		
7505 Adventure Ave	Landscape	Warning	7/3/2020		
1620 N Treasure Dr	Landscape	Warning	7/3/2020		
7529 Hispanola Ave	Landscape	Warning	7/3/2020		
S Treasure Drive	Vehicle Violation	Warning	7/5/2020		
Galleon Street	Vehicle Violation	Warning	7/5/2020		
Galleon Street	Vehicle Violation	Warning	7/5/2020		
E Treasure Dr	Vehicle Violation	Warning	7/5/2020		
S Treasure Drive	Vehicle Violation	Warning	7/5/2020		
7517 Hispanola Ave	Special Magistrate	Order	7/6/2020		\$20,000.00
7731 Coquina Dr	Operating/Advertising	Citation	7/6/2020		\$1,000.00
7731 Coquina Dr	BTR	Citation	7/6/2020		\$100.00
7731 Coquina Dr	Emergency Order	Citation	7/6/2020		\$250.00
7918 West Drive	Trash	Warning	7/7/2020		
7810 Center Bay Dr	Landscape	Warning	7/7/2020		
7509 Adventure Ave	Blocking ROW	Warning	7/8/2020		
7904 West Dr #905	Special Magistrate	Order	7/7/2020		\$2,175.00
1301 Bay Terrace	Bulk Trash	Warning	7/9/2020		
1365 Bay Terrace	Trash	Warning	7/9/2020		
8000 East Drive	WWP	Citation	7/10/2020	\$500.00	
7904 West Drive #904	Emergency Order	Citation	7/11/2020	\$250.00	
7904 West Drive #904	Operating/Advertising	Citation	7/11/2020	\$2,000.00	
7904 West Drive #904	BTR	Citation	7/11/2020	\$100.00	
7701 Beachview Dr	Emergency Order	Citation	7/11/2020	\$250.00	
7548 W Treasure Dr	WWP	Citation	7/11/2020	\$500.00	
1801 S Treasure Dr	Trash	Warning	7/13/2020		
7537 W Treasure Dr	Trash	Warning	7/13/2020		
7537 W Treasure Dr	Landscaping ROW	Warning	7/13/2020		

7911 East Drive	Derelict Vehicle	Warning	7/14/2020		
1872 Kennedy Causeway	Trash	Warning	7/15/2020		
1441 S Treasure Dr	Emergency Order	Citation	7/16/2020	\$250.00	
Public Property	Derelict Vehicle	Warning	7/16/2020		
1450 S Treasure Dr	Operating/Advertising	Warning	7/18/2020		
1881 Kennedy Cswy #706	Operating/Advertising	Citation	7/18/2020	\$1,000.00	
1881 Kennedy Cswy #706	BTR	Citation	7/18/2020	\$100.00	
7934 West Drive #1005	Operating/Advertising	Citation	7/18/2020	\$1,000.00	
7934 West Drive #1005	BTR	Citation	7/18/2020	\$100.00	
1331 Bay Terrace	Special Magistrate	Order	7/20/2020		\$2,500.00
1580 Kennedy Cswy	Landscape	Warning	7/21/2020		
7544 Mutiny Ave	Landscape	Warning	7/21/2020		
7801 Center Bay Dr	Open/Unsecured	Warning	7/27/2020		
7940 West Drive	Landscape	Warning	7/27/2020		
7931 East Drive	Derelict Vehicle	Warning	7/27/2020		
7931 East Drive	Vessel Violation	Warning	7/27/2020		
1860 S Treasure Dr	WWP	Citation	7/29/2020		\$1,200.00
7801 Center Bay Dr	Open/Unsecured	Warning	7/29/2020		
7710 Coquina Dr	Bulk Trash	Warning	7/30/2020		
8000 East Drive	WWP	Citation	7/30/2020		\$500.00
Various Locations (27) Lien Searches	Weather Advisory	Warning	7/31/2020		
				\$6,050.00	\$27,725.00

Code		Statistics	Aug-20	\$	\$
Property Address	Violation Type	Action Taken	Date/Month	Amount Cited	Fines Collected
1872 Kennedy Cswy	Bulk Trash	Warning	8/3/2020		
1725 Kennedy Cswy	Trash/Sign	Warning	8/3/2020		
7904 West Drive	Bulk Trash	Warning	8/3/2020		
1555 Kennedy Cswy	Sign	Warning	8/3/2020		
7711 Beachview Dr	WWP/Filming	Citation	8/3/2020	\$500.00	
1666 Kennedy Cswy #610	WWP	Citation	8/4/2020	\$500.00	
7540 Mutiny Ave	Bulk Trash	Warning	8/5/2020		
Adventure Ave/AtlanticBB	Blocking ROW	Warning	8/5/2020		
1801 S Treasure Dr #329	Littering	Warning	8/5/2020		
7556 W Treasure Dr	WWP	Citation	8/6/2020	\$500.00	
1801 S Treasure Dr #329	Littering	Warning	8/6/2020		

1666 Kennedy Cswy #610	WWP	Citation	8/6/2020		\$500.00
7711 Beachview Dr	Property Maintenance	Warning	8/6/2020		
1801 S Treasure Dr	Trash	Warning	8/10/2020		
7553 Cutlass Ave	Bulk Trash	Warning	8/10/2020		
7501 Adventure Ave	Landscaping / Sidewalk	Warning	8/11/2020		
Bounty / N Treasure Dr	Derelict Vehicle	Warning	8/11/2020		
7934 West Drive	Property Maintenance	Warning	8/11/2020		
1365 Bay Terrace	Bulk Trash	Warning	8/12/2020		
7721 Beachview Dr	Bulk Trash	Warning	8/12/2020		
1820 E Treasure Dr #306A	WWP	Citation	8/13/2020	\$500.00	
Galleon Street	Derelict Vehicle	Warning	8/13/2020		
7544 Adventure Ave	Derelict Vehicles	Warning	8/13/2020		
1441 S Treasure Dr	Emergency Order	Citation	8/14/2020	\$250.00	
1900 S Treasure Dr	Illicit Discharge	Citation	8/17/2020	\$200.00	
1900 S Treasure Dr	Illicit Discharge	Citation	8/17/2020	\$200.00	
1801 S Treasure Dr #329	Littering	Citation	8/19/2020		\$250.00
1681 Kennedy Causeway	Blocking ROW	Citation	8/19/2020	\$200.00	
7556 W Treasure Dr	WWP	Citation	8/19/2020		\$500.00
7910 Harbor Island #1111	Minimum Housing	Warning	8/15/2020		
7511 Center Bay Dr	Landscaping	Warning	8/15/2020		
7517 Adventure Ave	Noise	Citation	8/15/2020	\$200.00	
1860 S Treasure Drive	WWP	Citation	8/21/2020		\$900.00
7904 West Drive #404	Emergency Order	Citation	8/19/2020	\$250.00	
7920 East Drive #16	WWP	Citation	8/20/2020	\$500.00	
7501 E Treasure Drive	Noise	Warning	8/20/2020		
7904 West Drive #404	Property Maintenance	Warning	8/20/2020		
7904 West Drive #CU-12	BTR	Warning	8/20/2020		
Various Locations	Weather Advisory	Warning	8/21/2020		
7920 West Drive	Bulk Trash	Warning	8/18/2020		
7548 W Treasure Dr	Noise	Warning	8/19/2020		
N Treasure Dr & Adventure	Prohibited Sign	Removed	8/20/2020		
7821 Coquina Dr	WWP	Warning	8/20/2020		
7801 Miami View Dr	Special Magistrate	Order	8/26/2020		\$1,200.00
1820 E Treasure Dr #306A	WWP	Citation	8/27/2020		\$500.00
7917 West Drive	Trash	Warning	8/26/2020		
7552 Adventure Ave	Bulk Trash	Warning	8/25/2020		
1365 Bay Terrace	Bulk Trash	Warning	8/26/2020		
7537 Adventure Ave	Bulk Trash	Warning	8/26/2020		
(28) Lien Searches					

				\$3,800.00	\$3,850.00
Code		Statistics	Sep-20	\$	\$
Property Address	Violation Type	Action Taken	Date/Month	Amount Cited	Fines Collected
1441 S treasure Dr	Trash Cans	Citation	8/29/2020	\$50.00	
1441 S treasure Dr	Landscaping	Warning	8/29/2020		
7904 West Drive #708	Operating/Advertising	Warning	8/29/2020		
7720 Center Bay Dr	Operating/Advertising	Warning	8/29/2020		
7801 Center Bay Dr	Trash	Warning	9/1/2020		
7904 West Drive #214	Special Magistrate	Order	9/2/2020		\$4,500.00
7801 Beachview Dr	Landscaping	Warning	9/3/2020		
7904 West Drive #602	Special Magistrate	Order	9/3/2020		\$3,000.00
1900 S Treasure Dr	Illicit Discharge	Citation	9/4/2020		\$200.00
1900 S Treasure Dr	Illicit Discharge	Citation	9/4/2020		\$200.00
7917 Adventure Ave	Noise	Warning	9/2/2020		
8020 East Drive #215	WWP	Citation	9/4/2020	\$500.00	
7821 Beachview Dr	Noise	Citation	9/5/2020	\$200.00	
7525 Buccaneer Ave	Noise	Warning	9/5/2020		
1881 Kennedy Cswy	Noise	Citation	9/5/2020	\$200.00	
7904 West Drive #810	Operating/Advertising	Citation	9/5/2020	\$1,000.00	
7904 West Drive #810	BTR	Citation	9/5/2020	\$100.00	
7920 East Drive #16	WWP	Citation	9/8/2020		\$500.00
7530 Miamiview Dr	Trash	Warning	9/8/2020		
1701 N Treasure Dr #6	Landscaping	Warning	9/8/2020		
1365 Bay Terrace	Special Magistrate	Order	9/10/2020		\$7,000.00
1865 Kennedy Cswy #6k	WWP	Citation	9/10/2020	\$500.00	
1441 S treasure Dr	Landscaping	Citation	9/12/2020	\$200.00	
7904 West Drive #512	Special Magistrate	Order	9/11/2020		\$3,500.00
7623 Beachview Drive	Emergency Order	Citation	9/14/2020	\$250.00	
7421 Coquina Drive	Bulk trash	Warning	9/14/2020		
1701 S Treasure Drive	Bulk trash	Warning	9/14/2020		
Folio # 23-3209-014-0190	Trash	Warning	9/14/2020		
7623 Beachview Drive	Emergency Order	Citation	9/15/2020	\$250.00	
1700 Kennedy Cswy #110	BTR	Warning	9/12/2020		
1872 Kennedy Cswy	WWP	Citation	9/16/2020		\$500.00
7421 Center Bay Dr	Noise	Warning	9/12/2020		
1900 S Treasure Dr	Noise	Warning	9/18/2020		

7508 Bounty Ave	Landscaping	Warning	9/19/2020		
1701 N Treasure Dr #6	Landscaping	Citation	9/19/2020	\$200.00	
7508 Adventure Ave	Landscaping	Warning	9/19/2020		
1666 Kennedy Cswy	Noise	Citation	9/19/2020	\$200.00	
1666 Kennedy Cswy	WWP	Citation	9/19/2020	\$500.00	
7553 Adventure Ave	Bulk trash	Warning	9/21/2020		
8000 West Drive	Bulk trash	Warning	9/21/2020		
7623 Beachview Drive	Trash	Citation	9/17/2020		\$200.00
7540 W Treasure Dr	Trash/Debris	Warning	9/22/2020		
1865 Kennedy Cswy #PHN	Special Magistrate	Order	9/24/2020		\$3,000.00
7937 West Drive	Minimum Housing	Citation	9/23/2020		\$250.00
1881 Kennedy Cswy	Noise	Citation	9/21/2020		\$200.00
7904 West Drive #CU12	BTR	Citation	9/24/2020	\$100.00	
1900 S Treasure Dr	Illicit Discharge	Citation	9/25/2020	\$200.00	
1900 S Treasure Dr	Illicit Discharge	Citation	9/25/2020	\$200.00	
7544 W Treasure Dr	WWP	Citation	9/25/2020	\$500.00	
1441 S treasure Dr	Emergency Order	Citation	9/25/2020	\$250.00	
7720 Miami View Dr	WWP	Citation	9/26/2020	\$500.00	
7623 Beachview Drive	Emergency Order	Citation	9/24/2020	\$250.00	
7623 Beachview Drive	Emergency Order	Citation	9/24/2020		\$250.00
7525 Buccaneer Ave	Noise	Citation	9/29/2020		\$200.00
1520 S Treasure Drive	Noise	Citation	9/29/2020		\$200.00
(53) Lien Searches					
				\$6,150.00	\$23,700.00

Code	Statistics	Oct-20	\$	\$	
Property Address	Violation Type	Action Taken	Date/Month	Amount Cited	Fines Collected
7623 Beachview Dr	WWP	Citation	10/3/2020	\$500.00	
7701 Beachview Dr	Emergency Order	Citation	10/1/2020		\$250.00
7623 Beachview Dr	Noise	Citation	10/3/2020	\$200.00	
7918 West Drive	Fence	Warning	10/3/2020		
7545 Bounty Ave	Bulk Trash	Warning	10/3/2020		
7541 Bounty Ave	Bulk Trash	Warning	10/3/2020		
7541 Bounty Ave	WWP	Citation	10/3/2020	\$500.00	
7544 Adventure Ave	Derelict Vehicle	Warning	10/5/2020		
1750 S Treasure Dr	WWP	Citation	10/5/2020	\$500.00	

7536 W Treasure Dr	WWP	Citation	10/6/2020	\$500.00	
7536 W Treasure Dr	Operating/Advertising	Warning	10/6/2020		
7623 Beachview Dr	Emergency Order	Citation	10/6/2020		\$250.00
7904 West Drive #810	Special Magistrate	Order	10/7/2020		\$587.00
7541 Cutlass Ave	WWP	Citation	10/7/2020	\$500.00	
1550 Kennedy Cswy	Special Magistrate	Order	10/7/2020		\$5,525.00
7623 Beachview Dr	WWP	Citation	10/8/2020	\$500.00	
7532 Buccaneer Ave	Blocking ROW	Warning	10/9/2020		
7711 Beachview Dr	Trash Cans	Warning	10/9/2020		
7800 Beachview Dr	Trash Cans	Warning	10/9/2020		
7711 Beachview Dr	Trash Cans	Citation	10/10/2020	\$200.00	
7904 West Drive #614	WWP	Citation	10/10/2020	\$500.00	
7810 Coquina Dr	WWP	Citation	10/10/2020	\$500.00	
7800 Beachview Dr	Noise	Citation	10/12/2020	\$100.00	
7810 Coquina Dr	Landscape	Warning	10/8/2020		
7504 Buccaneer Ave	Noise	Citation	10/10/2020	\$100.00	
7800 Beachview Dr	Noise	Citation	10/12/2020	\$100.00	
7623 Beachview Dr	WWP	Citation	10/12/2020		\$500.00
7623 Beachview Dr	Noise	Citation	10/12/2020		\$200.00
7623 Beachview Dr	WWP	Citation	10/12/2020		\$500.00
7904 West Drive #CU12	WWP	Citation	10/14/2020	\$500.00	
7810 Beachview Dr	Operating/Advertising	Warning	10/13/2020		
7504 Buccaneer Ave	Noise	Citation	10/14/2020		\$100.00
1580 Kennedy Cswy	40 Year	Citation	10/15/2020	\$500.00	
7505 W Treasure Dr	WWP	Citation	10/16/2020	\$500.00	
1441 S Treasure Dr	Trash Cans	Citation	10/16/2020	\$200.00	
7510 Coquina Dr	WWP	Citation	10/16/2020	\$500.00	
1441 S Treasure Dr	Trash Cans	Citation	10/17/2020	\$200.00	
1440 S Treasure Dr	Noise	Warning	10/17/2020		
7810 Coquina Dr	WWP	Citation	10/19/2020		\$500.00
1770 Kennedy Cswy #303	WWP	Citation	10/19/2020	\$500.00	
7904 West Drive #515	Special Magistrate	Order	10/16/2020		\$3,000.00
7541 Cutlass Ave	WWP	Citation	10/20/2020		\$500.00
7504 Buccaneer Ave	Noise	Citation	10/20/2020		\$250.00
1801 S Treasure Dr	Landscape ROW	Warning	10/20/2020		
1657 N Treasure Dr	Landscape ROW	Warning	10/21/2020		
7517 Adventure Ave	Landscape ROW	Warning	10/21/2020		
1620 N Treasure Dr	Landscape ROW	Warning	10/22/2020		
7537 W Treasure Dr	Landscape ROW	Warning	10/22/2020		

1580 Kennedy Cswy	40 Year	Citation	10/23/2020		\$500.00
7552 Mutiny Ave	Special Magistrate	Order	10/26/2020		\$3,000.00
7510 Center Bay	Trash/Landscape	Warning	10/26/2020		
7512 Adventure/TECO	WWP	Citation	10/26/2020	\$500.00	
7541 Bounty Ave	WWP	Citation	10/26/2020		\$500.00
Hispanola/N Treasure	Derelict Vehicle	Warning	10/27/2020		
1801 S Treasure Dr	Bulk Trash	Warning	10/29/2020		
7524 W Treasure Dr	Fence	Warning	10/29/2020		
1630 S Treasure Dr	Landscape	Warning	10/31/2020		
7532 Hispanola Ave	Landscape	Warning	10/31/2020		
7505 Cutlass Ave	Landscape	Warning	10/31/2020		
(37) Lien Searches					
				\$8,100.00	\$16,162.00

Code	Statistics	Nov-20	\$	\$
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Property Address	Violation Type	Action Taken	Date/Month	Amount Cited	Fines Collected
7544 W Treasure Dr	Bulk Trash	Warning	11/2/2020		
1750 S Treasure Dr	WWP	Citation	10/10/2020		\$500.00
7800 Beachview Dr	Noise	Citation	10/21/2020		\$100.00
7536 W Treasure Dr	WWP	Citation	10/19/2020		\$500.00
7623 Miamiiview Dr	WWP	Citation	10/30/2020		\$500.00
7501 Miamiiview Dr	Building Violation	Warning	11/2/2020		
7811 Miamiiview Dr	Building/Various	Warning	11/2/2020		
7801 Centerbay Dr	Open/Unsecure	Warning	11/2/2020		
7711 Beachview Dr	Noise	Warning	11/2/2020		
7810 Beachview Dr	Operating/Advertising	Citation	11/3/2020	\$1,000.00	
7810 Beachview Dr	BTR	Citation	11/3/2020	\$100.00	
1570 Kennedy Cswy	Single-Use	Warning	11/3/2020		
1872 Kennedy Cswy	Single-Use	Warning	11/3/2020		
1888 Kennedy Cswy	Single-Use	Warning	11/3/2020		
1345 Kennedy Cswy	Single-Use	Warning	11/3/2020		
1524 Kennedy Cswy	Single-Use	Warning	11/4/2020		
1345 Kennedy Cswy	Single-Use	Warning	11/3/2020		
1725 Kennedy Cswy	Prohibited signs	Warning	11/5/2020		
1601 Kennedy Cswy	Prohibited signs	Warning	11/6/2020		
1830 S Treasure Dr	WWP	Citation	11/7/2020	\$500.00	

1650 S Treasure Dr	Vessel violation	Warning	11/10/2020		
7505 Bounty Ave	Trash	Warning	11/10/2020		
1801 S Treasure Dr	Trash	Warning	11/10/2020		
7934 West Drive	Bulk trash	Warning	11/11/2020		
1600 Kennedy Cswy	Property Maintenance	Warning	11/11/2020		
1735 N Treasure Dr	Blocking ROW	Warning	11/11/2020		
1755 Kennedy Cswy	Prohibited signs	Warning	11/11/2020		
7553 Bounty Ave	Storage	Warning	11/11/2020		
7540 W Treasure Dr	Fence	Warning	11/12/2020		
7540 W Treasure Dr	Landscape	Warning	11/12/2020		
1801 S Treasure Dr	Property Maintenance	Warning	11/12/2020		
7524 Buccaneer Ave	Bulk Trash	Warning	11/12/2020		
7520 Buccaneer Ave	Bulk Trash	Warning	11/12/2020		
7904 West Drive #216	Special Magistrate	Order	11/13/2020		\$2,425.00
7520 West Drive	Illicit Discharge	Reported	11/13/2020		
1508 Kennedy Cswy	Prohibited signs	Warning	11/17/2020		
7600 Miamiview Dr	Bulk Trash	Warning	11/18/2020		
7501 E Treasure Dr	Trash	Warning	11/19/2020		
7508 Mutiny Ave	Vessel violation	Warning	11/17/2020		
1770 Kennedy Cswy #D303	WWP	Citation	11/17/2020		\$500.00
1365 Bay Terrace	Trash	Warning	11/23/2020		
Adventure & NTD	Trash	Warning	11/22/2020		
1600 Kennedy Cswy	Shopping cart	Warning	11/22/2020		
1365 Bay Terrace	Blocking ROW	Warning	11/24/2020		
7910 West Drive	Minimum Housing	Warning	11/30/2020		
1801 S Treasure Dr	Bulk trash	Warning	11/30/2020		
7505 Bounty Ave	WWP	Citation	11/30/2020	\$500.00	
(21) Lien Searches					
				\$2,100.00	\$4,525.00

Code	Statistics	Dec-20	\$	\$	
Property Address	Violation Type	Action Taken	Date/Month	Amount Cited	Fines Collected
7531 Miamiview Dr	WWP	Citation	10/23/2020		\$500.00
7544 W Treasure Dr	WWP	Citation	11/18/2020		\$500.00
Various Locations (TECO)	WWP	Citation	12/1/2020		\$500.00
7600 Beachview Dr	Landscape	Warning	12/1/2020		

7510 Coquina Dr	Landscape	Warning	12/1/2020		
7431 Coquina Dr	Landscape/House #'s	Warning	12/1/2020		
7800 Beachview Dr	Trash Cans	Warning	12/1/2020		
7545 Cutlass Ave	Trash Cans	Warning	12/1/2020		
7800 Beachview Dr	Trash Cans	Citation	12/2/2020	\$200.00	
1365 Bay Terrace	WWP	Citation	12/3/2020	\$500.00	
7528 Hispanola Ave	Operating/Advertising	Warning	12/4/2020		
7540 W Treasure Dr	Stagnant water	Warning	12/4/2020		
1801 S Treasure Dr	Bulk Trash	Warning	12/8/2020		
1580 Kennedy Cswy	WWP	Citation	12/8/2020	\$500.00	
1820 S Treasure Dr #406	WWP	Citation	12/8/2020	\$500.00	
7510 Coquina Dr	WWP	Citation	12/9/2020		\$500.00
1580 Kennedy Cswy	WWP	Citation	12/10/2020		\$500.00
7910 West Drive	Minimum Housing	Warning	12/7/2020		
7925 West Drive	Property Maintenance	Warning	12/7/2020		
7800 Beachview Dr	Trash Cans	Citation	12/16/2020		\$200.00
1400 Kennedy Cswy	Prohibited Signs	Removed	12/14/2020		
1555 N Treasure Dr	WWP	Citation	12/15/2020	\$500.00	
1900 S Treasure Drive	Light Pole Damaged	Reported	12/15/2020		
1900 S Treasure Drive #4C	Noise	Warning	12/16/2020		
7505 Bounty Ave	WWP	Citation	12/17/2020		\$500.00
1900 S Treasure Dr #4C	Noise	Warning	12/19/2020		
7904 West Drive #101	Special Magistrate	Order	12/18/2020		\$1,500.00
Mutiny/S Treasure Drive	Derelict Vehicle	Warning	12/16/2020		
7900 HarborIsland Dr #PH17	Special Magistrate	Order	12/11/2020		\$100.00
7533 Bounty Ave	WWP	Citation	12/23/2020	\$500.00	
Bounty Avenue	Derelict Vehicle	Warning	12/23/2020		
1670 S Treasure Dr	Bulk Trash	Warning	12/23/2020		
7810 Center Bay Dr	Noise	Warning	12/26/2020		
7711 MiamiView Dr	Noise	Warning	12/26/2020		
Buccaneer/S Treasure Dr	Derelict Vehicle	Warning	12/28/2020		
1820 S Treasure Dr #406	WWP	Citation	12/28/2020		\$500.00
7505 Cutlass Ave	WWP	Citation	12/30/2020	\$500.00	
7548 W Treasure Dr	Special Magistrate	Order	12/30/2020		\$5,585.00
(48) Lien Searches					
				\$3,200.00	\$10,885.00

Code	Statistics	Jan-21	\$	\$
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Property Address	Violation Type	Action Taken	Date/Month	Amount Cited	Fines Collected
7410 Miamiview Dr	Property Maintenance	Warning	1/4/2021		
1880 Kennedy Cswy / FPL	Property Maintenance	Warning	1/4/2021		
1365 Bay Terrace	Derelict Trailer	Warning	1/4/2021		
1735 N Treasure Drive	Property Maintenance	Warning	1/5/2021		
7917 West Drive	Bulk Trash	Warning	1/5/2021		
7925 West Drive	Bulk Trash	Warning	1/5/2021		
7505 Mutiny Ave	WWP	Citation	1/8/2021	\$500.00	
1735 N Treasure Drive	Noise	Citation	1/9/2021	\$200.00	
7533 Bounty Ave	WWP	Citation	1/11/2021		\$500.00
Jewel / S Treasure Drive	Derelict Vehicle	Warning	1/11/2021		
1735 N Treasure Drive	Noise	Citation	1/12/2021		\$200.00
7501 Adventure Ave	Landscape / ROW	Warning	1/12/2021		
7544 Buccaneer Ave	WWP	Citation	1/13/2021	\$500.00	
7520 W Treasure Drive	Noise	Citation	1/13/2021	\$200.00	
7710 Beachview Drive	WWP	Citation	1/13/2021	\$500.00	
7544 Buccaneer Ave	WWP	Citation	1/14/2021		\$500.00
1401 Kennedy Cswy	Property Maintenance	Warning	1/14/2021		
7821 Beachview Drive	Noise	Citation	1/16/2021	\$200.00	
Adventure / N Treasure Dr	Prohibited Sign	Removed	1/20/2021		
7520 W Treasure Drive	Noise	Citation	1/20/2021		\$200.00
7711 Beachview Drive	Special Magistrate	Order	1/20/2021		\$2,175.00
Harbor Island ROW	Commercial Vehicle	Citation	1/20/2021		\$100.00
7900 HarborIsland Dr #1123	Noise	Citation	1/20/2021		\$100.00
7505 W Treasure Drive	WWP	Citation	1/20/2021		\$500.00
7601 E Treasure Dr #1512	WWP	Citation	1/22/2021	\$500.00	
7623 Beachview Drive	Noise	Citation	1/23/2021	\$200.00	
1359 Bay Terrace	Noise	Citation	1/23/2021	\$200.00	
1441 S Treasure Dr	Special Magistrate	Order	1/22/2021		\$500.00
1865 Kennedy Cswy #3M	Noise	Warning	1/21/2021		
7556 W Treasure Dr	Noise	Citation	1/25/2021	\$200.00	
7556 W Treasure Dr	Operating/Advertising	Warning	1/25/2021		
7545 Bounty Ave	Dead Storage	Warning	1/26/2021		
Cutlass / S Treasure Dr	Prohibited Sign	Removed	1/28/2021		
Adventure / N Treasure Dr	Prohibited Sign	Removed	1/28/2021		
Hispanola / N Treasure Dr	Prohibited Sign	Removed	1/28/2021		
1480 S Treasure Drive	Landscape	Warning	1/29/2021		
7505 W Treasure Drive	Trash/Debris	Warning	1/28/2021		

7505 Buccaneer Ave	Bulk Trash	Warning	1/29/2021		
7509 Adventure Ave	Noise	Citation	1/30/2021	\$200.00	
(38) Lien Searches					
				\$3,400.00	\$4,775.00

Code	Statistics	Feb-21	\$	\$
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Property Address	Violation Type	Action Taken	Date/Month	Amount Cited	Fines Collected
7549 Adventure Ave	WWP	Citation	2/1/2021	\$500.00	
7801 Center Bay Drive	Landscape/Trash	Warning	2/1/2021		
7918 West Drive	Fence	Warning	2/1/2021		
7510 Center Bay Drive	Fence	Warning	2/1/2021		
7810 Coquina Drive	Special Magistrate	Order	2/1/2021		\$3,000.00
7505 Mutiny Ave	WWP	Citation	2/2/2021		\$500.00
1440 S Treasure Drive	WWP	Citation	2/2/2021	\$500.00	
7900 HarborIsland Dr #PH17	Special Magistrate	Order	2/2/2021		\$1,400.00
7560 W Treasure Drive	Property Maintenance	Warning	2/2/2021		
7549 Adventure Ave	WWP	Citation	2/2/2021		\$500.00
7904 West Drive #CU12	Special Magistrate	Order	2/2/2021		\$670.00
7939 East Drive	Property Maintenance	Warning	2/3/2021		
7710 Beachview Drive	WWP	Citation	2/4/2021		\$500.00
Adventure / S Treasure Dr	Prohibited sign	Removed	2/3/2021		
7556 W Treasure Drive	Noise	Citation	2/8/2021		\$200.00
7509 Adventure Ave	Noise	Citation	2/8/2021		\$200.00
S Treasure Dr / Buccaneer	Commercial Vehicle	Warning	2/9/2021		
1600 Kennedy Causeway	Dumpster Enclosure	Warning	2/10/2021		
7915 East Drive (ROW)	Derelict Vehicle	Warning	2/11/2021		
7536 Bounty Ave	Bulk Trash	Warning	2/11/2021		
7623 Beachview Drive	Noise	Citation	2/12/2021		\$200.00
1872 Kennedy Cswy	Special Magistrate	Order	2/12/2021		\$3,000.00
79 Street Pkwy (ROW)	WWP	Warning	2/15/2021		
7720 Coquina Drive	Bulk Trash	Warning	2/15/2021		
7926 East Drive	Operating/Advertising	Warning	2/15/2021		
7935 East Drive (ROW)	Derelict Vehicle	Warning	2/15/2021		
7920 East Drive (ROW)	Derelict Vehicle	Warning	2/15/2021		
7720 Coquina Drive	Bulk Trash	Warning	2/15/2021		
7540 W Treasure Drive	Landscape	Warning	2/16/2021		

7421 Miami Drive	Obstructing ROW	Warning	2/16/2021		
7701 Beachview Drive	Trash	Warning	2/16/2021		
1480 S Treasure Drive	Landscape	Citation	2/17/2021	\$200.00	
7524 W Treasure Drive	Open / Unsecure	Warning	2/18/2021		
7505 Adventure Ave	Trash	Warning	2/18/2021		
7601 E Treasure Drive	Property Maintenance	Warning	2/18/2021		
7525 E treasure Dr #614	Noxious Odor	Warning	2/20/2021		
7601 E Treasure Drive	Noise	Warning	2/19/2021		
7601 E Treasure Dr #403	Noise	Warning	2/22/2021		
7904 West Drive #512	WWP	Citation	2/23/2021	\$500.00	
1359 Bay Terrace	Noise	Citation	2/23/2021		\$200.00
7700 Beachview Drive	Bulk trash	Warning	2/24/2021		
7524 Buccaneer Ave	WWP	Citation	2/25/2021	\$500.00	
1400 Kennedy Cswy	Noise	Citation	2/27/2021	\$200.00	
(42) Lien Searches					
				\$2,400.00	\$10,370.00

Code		Statistics	Mar-21	\$	\$
Property Address	Violation Type	Action Taken	Date/Month	Amount Cited	Fines Collected
7521 Buccaneer Ave	Blocking ROW	Warning	3/1/2021		
7540 Bounty Ave	Property Maintenance	Warning	3/1/2021		
7600 Beachview Drive	Landscape	Warning	3/1/2021		
1440 S Treasure Drive	WWP	Citation	3/1/2021		\$500.00
1665 Kennedy Cswy	Trash	Warning	3/2/2021		
1900 S Treasure Drive	Trash	Citation	3/2/2021	\$200.00	
7924 East Drive #203	Animal Violations	Warning	3/2/2021		
7524 Buccaneer Ave	WWP	Citation	3/2/2021		\$500.00
7810 Beachview Drive	Special Magistrate	Order	3/3/2021		\$587.50
7501 Center Bay Drive	Trash	Warning	3/4/2021		
7510 Coquina Drive	Landscape/Trash	Warning	3/4/2021		
7811 Miami Drive	Expired Permits	Citation	3/4/2021	\$500.00	
7811 Miami Drive	Shutters	Citation	3/4/2021	\$250.00	
7540 E Treasure Drive	Noise	Warning	3/5/2021		
7500 Center Bay Drive	Noise	Warning	3/6/2021		
7552 Adventure Ave	Blocking ROW	Warning	3/8/2021		
7623 Beachview Drive	Trash	Warning	3/8/2021		

7520 Miami view Drive	WWP	Citation	3/8/2021	\$500.00	
7510 Coquina Drive	Landscape	Citation	3/9/2021	\$200.00	
7505 Bounty Ave	Landscape	Warning	3/9/2021		
7553 Bounty Ave	Landscape/Trash/BTR	Warning	3/9/2021		
7520 Miami view Drive	WWP	Citation	3/10/2021		\$500.00
7904 West Drive #512	WWP	Citation	3/10/2021		\$500.00
N Treasure Dr. / Buccaneer	Derelict Vehicle	Warning	3/11/2021		
7525 Buccaneer Ave	Bulk Trash	Warning	3/12/2021		
7540 W Treasure Drive	Noise	Citation	3/13/2021	\$200.00	
7516 W Treasure Drive	WWP	Citation	3/13/2021	\$500.00	
7611 Coquina Drive	Noise	Citation	3/13/2021	\$200.00	
7520 Miami view Drive	Noise	Warning	3/13/2021		
7541 W treasure Drive	Noise	Warning	3/15/2021		
1441 S Treasure Drive	Special Magistrate	Order	3/15/2021		\$1,200.00
7505 Mutiny Ave	Special Magistrate	Order	3/15/2021		\$1,000.00
1900 S Treasure Drive (lot)	Trash	Warning	3/15/2021		
1620 N Treasure Drive	Block Trash/Property Maintenance	Warning	3/15/2021		
7501 E Treasure Drive #7A	Minimum Housing	Warning	3/15/2021		
1400 Kennedy Cswy	Noise	Citation	3/15/2021		\$200.00
1601 Kennedy Cswy	Various	Warning	3/16/2021		
7532 Hispanola Ave	Operating/Advertising	Citation	3/17/2021	\$1,000.00	
7532 Hispanola Ave	BTR	Citation	3/17/2021	\$100.00	
7601 E Treasure Drive	Trash	Warning	3/17/2021		
7904 West Drive #614	WWP	Citation	3/18/2021		\$500.00
7401 Beachview Drive	Trash	Warning	3/18/2021		
23-3209-008-1210	Special Magistrate	Order	3/18/2021		\$7,000.00
7505 Adventure Ave	Operating/Advertising	Warning	3/18/2021		
7536 W Treasure Drive	Special Magistrate	Order	3/19/2021		\$3,000.00
1880 Kennedy Cswy	BTR	Warning	3/20/2021		
1440 S Treasure Drive	Landscape	Warning	3/20/2021		
7537 Adventure Ave	WWP	Citation	3/20/2021	\$500.00	
7921 West Drive	Property Maintenance	Warning	3/22/2021		
7532 Hispanola Ave	Operating/Advertising	Citation	3/22/2021		\$1,000.00
7532 Hispanola Ave	BTR	Citation	3/22/2021		\$100.00
1555 N Treasure Drive	Special Magistrate	Order	3/22/2021		\$1,500.00
1801 S Treasure Drive	Blocking ROW	Warning	3/23/2021		
7510 Coquina Drive	Special Magistrate	Order	3/23/2021		\$4,400.00
7548 Hispanola Ave	Trash	Warning	3/24/2021		
1900 S Treasure Drive	Trash	Citation	3/25/2021		\$200.00

7516 W Treasure Drive	WWP	Citation	3/25/2021		\$500.00
7611 Coquina Drive	Noise	Citation	3/26/2021		\$200.00
7621 Beachview Drive	Noise	Citation	3/26/2021		\$200.00
1600 Kennedy Cswy	Trash	Warning	3/26/2021		
7720 Center Bay Drive	Trash Cans	Warning	3/26/2021		
1500 N Treasure Drive	Noise	Warning	3/27/2021		
7552 Adventure Ave	WWP	Citation	3/27/2021	\$500.00	
7920 E Treasure Drive	Special Magistrate	Order	3/29/2021		\$1,500.00
1600 Kennedy Cswy	Trash	Warning	3/29/2021		
7510 Coquina Drive	Bulk Trash	Warning	3/30/2021		
(41) Lien Searches					
				\$4,650.00	\$25,087.50

Code		Statistics	Apr-21	\$	\$
Property Address	Violation Type	Action Taken	Date/Month	Amount Cited	Fines Collected
7601 E Treasure Drive	Bulk Trash	Warning	4/1/2021		
7501 E Treasure Drive	Bulk Trash	Warning	4/5/2021		
7510 Center Bay Drive	Landscape	Citation	4/5/2021	\$200.00	
7810 Miami View Drive	Operating/Advertising	Citation	4/5/2021	\$1,000.00	
7810 Miami View Drive	BTR	Citation	4/5/2021	\$100.00	
7830 Miami View Drive	Operating/Advertising	Citation	4/5/2021	\$1,000.00	
7830 Miamiview Drive	BTR	Citation	4/5/2021	\$100.00	
7504 W Treasure Drive	Operating/Advertising	Warning	4/5/2021		
7536 W Treasure Drive	Operating/Advertising	Citation	4/5/2021	\$1,000.00	
7536 W Treasure Drive	BTR	Citation	4/5/2021	\$100.00	
7922 East Drive	Open & Unsecured	Warning	4/6/2021		
7540 W Treasure Drive	Noise	Citation	4/6/2021		\$200.00
1830 S Treasure Drive	Special Magistrate	Order	4/6/2021		\$650.00
7505 W Treasure Drive	Special Magistrate	Order	4/6/2021		\$4,000.00
7508 Adventure Ave	Landscape	Warning	4/8/2021		
7501 Adventure Ave	Landscape	Warning	4/8/2021		
7548 Adventure Ave	WWP	Citation	4/8/2021	\$500.00	
7830 Miami View Drive	Operating/Advertising	Citation	4/9/2021		\$1,100.00
7532 Hispanola Ave	WWP	Citation	4/8/2021	\$500.00	
7510 Coquina Drive	Property Maintenance	Warning	4/8/2021		
7904 West Drive #112	Operating/Advertising	Citation	4/9/2021	\$1,000.00	
7904 West Drive #112	BTR	Citation	4/9/2021	\$100.00	

7917 West Drive	Bulk Trash	Warning	4/12/2021		
7537 Adventure Ave	WWP	Citation	4/13/2021		\$500.00
7601 E Treasure Drive 1205	Noise	Citation	4/13/2021		\$100.00
7720 Center Bay Drive	Trash Cans	Warning	4/13/2021		
A.D. Lawn Service	Bulk Trash	Warning	4/14/2021		
7801 Center Bay Drive	Noise	Warning	4/15/2021		
7810 Miami View Drive	Operating/Advertising	Citation	4/16/2021		\$1,100.00
7917 West Drive	Bulk Trash	Warning	4/12/2021		
7508 Adventure Ave	Landscape	Citation	4/19/2021	\$200.00	
7504 Adventure Ave	Landscape / ROW	Warning	4/19/2021		
7501 Adventure Ave	Landscape	Warning	4/19/2021		
7601 E Treasure Drive 1512	WWP	Citation	4/19/2021		\$500.00
7631 Miami View Drive	WWP	Citation	4/21/2021	\$500.00	
23-3209-008-0200	WWP	Citation	4/21/2021		\$500.00
7811 Miami View Drive	Trash Cans	Warning	4/21/2021		
7530 Miami View Drive	Landscape	Warning	4/22/2021		
7500 Center Bay Drive	Landscape	Warning	4/22/2021		
7505 Cutlass Ave	Pool Violation	Warning	4/22/2021		
7505 Cutlass Ave	WWP	Citation	4/22/2021		\$500.00
7631 Miami View Drive	WWP	Citation	4/22/2021		\$500.00
7552 Mutiny Ave	Noise	Warning	4/24/2021		
1750 S Treasure Drive	WWP	Citation	4/24/2021	\$500.00	
1555 N Treasure Drive	Blocking ROW	Warning	4/26/2021		
7900 Harbor Island Dr PH20	Noise	Citation	4/27/2021		\$100.00
7508 Adventure Ave	Landscape	Citation	4/27/2021		\$200.00
1701 N Treasure Drive 6	Landscape	Warning	4/28/2021		
7548 Adventure Ave	WWP	Citation	4/28/2021		\$500.00
1701 N Treasure Drive 6	Special Magistrate	Order	4/28/2021		\$1,200.00
7904 West Drive #117	Special Magistrate	Order	4/29/2021		\$2,500.00
(67) Lien Searches					
				\$6,800.00	\$14,150.00

Code	Statistics	May-21	\$	\$	
Property Address	Violation Type	Action Taken	Date/Month	Amount Cited	Fines Collected
1600 Kennedy Cswy	Trash	Warning	5/3/2021		
1440 S Treasure Drive	Landscaping/ROW	Warning	5/4/2021		

1750 S Treasure Drive	WWP	Citation	5/5/2021		\$500.00
7525 E Treasure Drive	Property Maintenance	Warning	5/5/2021		
7510 Coquina Drive	Special Magistrate	Order	5/5/2021		\$420.00
7410 Beachview Drive	Pool Violation	Warning	5/6/2021		
7610 Center Bay Drive	Operating/Advertising	Warning	5/4/2021		
7601 E Treasure Drive 1512	Special Magistrate	Order	5/7/2021		\$3,000.00
7505 Cutlass Ave	Special Magistrate	Order	5/10/2021		\$3,800.00
7510 Center Bay Drive	Landscape	Citation	5/11/2021		\$200.00
Adventure / N Treasure Dr	Prohibited sign	Removed	5/11/2021		
1356 Bay Terrace	Pool Violation	Warning	5/11/2021		
7410 Beachview Drive	Pool Violation	Citation	5/11/2021	\$250.00	
1780 Kennedy Cswy 211	Noise	Warning	5/12/2021		
7904 West Drive	Prohibited sign	Removed	5/12/2021		
7517 Adventure Ave	WWP	Citation	5/12/2021	\$500.00	
1865 Kennedy Cswy 3F	WWP	Citation	5/13/2021	\$500.00	
1701 N Treasure Drive 6	Special Magistrate	Order	5/14/2021		\$1,200.00
1351 Bay Terrace	Public Intoxication	Citation	5/15/2021	\$1,000.00	
1351 Bay Terrace	Noise	Citation	5/16/2021	\$100.00	
23-3209-008-1210	Landscape	Warning	5/17/2021		
1881 Kennedy Cswy 706	Special Magistrate	Order	5/17/2021		\$1,175.00
7904 West Drive 614	Special Magistrate	Order	5/17/2021		\$3,000.00
7533 Bounty Ave	Special Magistrate	Order	5/18/2021		\$1,900.00
Adventure / N Treasure Dr	Derelict Vehicle	Warning	5/19/2021		
1455 N Treasure Dr 5R	WWP	Citation	5/19/2021	\$500.00	
7500 Coquina Drive	ROW Violations	Warning	5/19/2021		
7601 E Treasure Drive	Trash	Warning	5/19/2021		
1600 Kennedy Cswy	Bulk Trash	Warning	5/20/2021		
7500 Coquina Drive	Constrcuton Maintenance	Warning	5/20/2021		
7517 Adventure Ave	WWP	Citation	5/20/2021		\$500.00
7904 West Drive 515	Minimum Housing	Warning	5/21/2021		
7801 Miami View Drive	Trash Cans	Warning	5/22/2021		
7700 Miami View Drive	Trash Cans	Warning	5/22/2021		
1441 S Treasure Drive	Trash Cans	Warning	5/22/2021		
7904 West Drive	Noise	Citation	5/22/2021	\$200.00	
7700 Center Bay Drive	Noise	Citation	5/23/2021	\$200.00	
1900 S Treasure Drive	Trash	Warning	5/24/2021		
7904 West Drive 515	Minimum Housing	Warning	5/24/2021		
7549 Bounty Ave	Landscaping/ROW	Warning	5/24/2021		
1865 Kennedy Cswy 3F	WWP	Citation	5/26/2021		\$500.00

7920 East Drive	Animal Violations	Warning	5/27/2021		
8000 West Drive	Noise	Warning	5/28/2021		
1820 S Treasure Drive 406A	Special Magistrate	Order	5/28/2021		\$2,500.00
7945 East Drive	ROW Violations	Warning	5/28/2021		
7720 Coquina Drive	WWP	Citation	5/29/2021	\$500.00	
7720 Coquina Drive	Noise	Citation	5/29/2021	\$200.00	
7536 Adventure Ave	Blocking ROW	Warning	5/29/2021		
7528 Buccaneer Ave	Bulk Trash	Warning	5/31/2021		
7510 Center Bay Drive	Landscaping	Warning	5/31/2021		
23-3209-001-0013	Landscaping/Trash/Sign	Warning	5/31/2021		
7917 West Drive	Bulk Trash	Warning	5/31/2021		
7904 West Drive	Prohibited sign	Removed	5/31/2021		
Hispanola / N Treasure Dr	Prohibited sign	Removed	5/31/2021		
7910 West Drive	Bulk Trash	Warning	5/31/2021		
(108) Lien Searches					
				\$3,950.00	\$18,695.00

Code		Statistics	Jun-21	\$	\$
Property Address	Violation Type	Action Taken	Date/Month	Amount Cited	Fines Collected
7509 W Treasure Drive	Bulk Trash	Warning	6/1/2021		
8000 West Drive	Bulk Trash	Warning	6/1/2021		
7520 W Treasure Drive	Prohibited Sign	Warning	6/2/2021		
7920 East Drive 4	WWP	Citation	6/2/2021		\$200.00
7524 W Treasure Drive	Prohibited Sign	Warning	6/2/2021		
7548 W Treasure Drive	Prohibited Sign	Warning	6/2/2021		
1725 Kennedy Cswy	Noise	Warning	6/2/2021		
1455 N Treasure Dr 5R	WWP	Citation	6/3/2021		\$500.00
1872 Kennedy Cswy	Trash	Warning	6/3/2021		
7532 Hispanola Ave	WWP	Citation	6/4/2021		\$500.00
1865 Kennedy Cswy 6M	WWP	Citation	6/7/2021	\$500.00	
7939 West Drive	Property Maintenance	Warning	6/7/2021		
1900 S Treasure Drive	Trash / Landscape	Warning	6/7/2021		
7904 West Drive 111	Operating / Advertising	Citation	6/8/2021		\$1,000.00
7904 West Drive 111	BTR	Citation	6/8/2021		\$100.00
7928 East Drive	Bulk Trash	Warning	6/9/2021		
1351 Bay Terrace	Public Intoxication	Citation	6/10/2021		\$1,000.00

1351 Bay Terrace	Noise	Citation	6/10/2021		\$100.00
7600 Beach View Drive	Landscape	Warning	6/11/2021		
7540 W Treasure Drive	Construction Site Maint.	Warning	6/11/2021		
1865 Kennedy Cswy 6M	WWP	Citation	6/14/2021		\$500.00
7410 Beach View Drive	Trash	Warning	6/14/2021		
7927 East Drive	Trash / Bulk Trash	Warning	6/14/2021		
7810 Center Bay Drive	Bulk Trash	Warning	6/15/2021		
1750 S Treasure Drive	Special Magistrate	Order	6/15/2021		\$1,000.00
7810 Coquina Drive	Recycling Cans	Warning	6/15/2021		
7700 Miami View Drive	Operating / Advertising	Citation	6/15/2021	\$1,000.00	
7700 Miami View Drive	BTR	Citation	6/15/2021	\$100.00	
1555 Kennedy Cswy	Landscape	Warning	6/16/2021		
7505 Cutlass Ave	Water Regulations	Warning	6/17/2021		
7631 Miami View Drive	Construction Site Maint.	Warning	6/17/2021		
7904 West Drive	Noise	Citation	6/17/2021		\$200.00
7552 Adventure Ave	WWP	Citation	6/21/2021		\$500.00
7410 Beach View Drive	Pool Violations	Citation	6/21/2021		\$250.00
Cutlass Ave	Derelict Vehicle	Warning	6/21/2021		
23-3209-000-0253	WWP	Citation	6/21/2021	\$500.00	
Jewel / Galleon	Derelict Vehicle	Warning	6/21/2021		
7720 Coquina Drive	WWP	Citation	6/22/2021		\$500.00
7536 W Treasure Drive	Special Magistrate	Order	6/22/2021		\$1,100.00
7720 Coquina Drive	Noise	Citation	6/22/2021		\$200.00
Galleon Street	Derelict Vehicle	Warning	6/22/2021		
1801 S Treasure Drive	Bulk Trash	Warning	6/22/2021		
7915 East Drive	Derelict Vehicle	Warning	6/24/2021		
7921 East Drive	Derelict Vehicle	Warning	6/24/2021		
7905 East Drive	Derelict Vehicle	Warning	6/24/2021		
7504 W Treasure Drive	Trash / Recycling Cans	Warning	6/24/2021		
7508 Adventure Ave	Landscaping	Warning	6/24/2021		
1900 S Treasure Drive	Property Maintenance	Warning	6/28/2021		
7530 Miami View Drive	Trash / Recycling Cans	Warning	6/28/2021		
7720 Center Bay Drive	Trash Cans	Citation	6/28/2021	\$200.00	
7800 Hispanola Ave	Landscaping	Warning	6/28/2021		
1801 S Treasure Drive	Bulk Trash	Warning	6/28/2021		
7521 Maimi View Drive	Blocking ROW	Warning	6/28/2021		
7945 East Drive 304	Noise	Warning	6/29/2021		
8000 East Drive	Bulk Trash	Warning	6/29/2021		
8000 West Drive	Illicit Discharge	Warning	6/30/2021		

7720 Center Bay Drive	Trash Cans	Citation	6/30/2021		\$200.00
(64) Lien Searches					
				\$2,300.00	\$7,850.00
Code Statistics Jul-21 \$ \$					
Property Address	Violation Type	Action Taken	Date/Month	Amount Cited	Fines Collected
7600 Beach View Drive	Landscape	Warning	7/1/2021		
7601 E Treasure Drive	Landscape	Warning	7/1/2021		
7700 Miami View Drive	Operating/Advertising	Citation	7/2/2021		\$1,100.00
Various Constrction Sites	Order to Secure	Warning	7/2/2021		
7801 Miami View Drive	Trash Cans	Citation	7/3/2021	\$200.00	
7500 Coquina Drive	Noise	Citation	7/3/2021	\$200.00	
7600 Beach View Drive	Trash Cans	Warning	7/3/2021		
7528 Adventure Ave	Noise	Citation	7/3/2021	\$200.00	
7600 Beach View Drive	Landscape	Citation	7/3/2021	\$200.00	
1351 Bay Terrace	Trash Cans	Warning	7/3/2021		
7711 Beach View Drive	Trash Cans	Warning	7/5/2021		
7552 Adventure Ave	Noise	Warning	7/5/2021		
7540 Bounty Ave	Pool Violations	Warning	7/5/2021		
7533 Bounty Ave	Bulk Trash	Warning	7/5/2021		
7541 W Treasure Drive	Landscape	Warning	7/5/2021		
7504 Adventure Ave	Blocking ROW/Trash	Warning	7/6/2021		
7401 Miami View Drive	Landscape	Warning	7/6/2021		
1666 Kennedy Cswy	Bulk Trash	Warning	7/6/2021		
7830 Miami View Drive	Recycle Cans	Warning	7/7/2021		
7904 West Drive 111	Special Magistrate	Order	7/7/2021		\$3,500.00
7811 Miami View Drive	Special Magistrate	Order	7/7/2021		\$1,200.00
7556 W Treasure Drive	Special Magistrate	Order	7/7/2021		\$5,000.00
7529 Hispanola Ave	Bulk Trash	Warning	7/8/2021		
7536 Adventure Ave	Operating/Advertising	Warning	7/9/2021		
7528 Buccaneer Ave	Landscape	Warning	7/9/2021		
7548 Hispanola Ave	WWP	Citation	7/9/2021	\$500.00	
7720 Miami View Drive	WWP	Citation	7/9/2021	\$500.00	
7536 Adventure Ave	Operating/Advertising	Citation	7/10/2021	\$1,000.00	
7536 Adventure Ave	BTR	Citation	7/10/2021	\$100.00	
7525 Bounty Ave	Bulk Trash	Warning	7/12/2021		
7939 East Drive	Knox Box	Warning	7/12/2021		

7700 Coquina Drive	Landscape	Warning	7/13/2021		
1356 Bay Terrace	Pool Violations	Citation	7/13/2021	\$250.00	
7700 Center Bay Drive	Landscape/Trash	Warning	7/13/2021		
7517 Hispanola Ave	Landscape	Warning	7/13/2021		
7536 W Treasure Drive	Trash Cans	Warning	7/14/2021		
7504 W Treasure Drive	Trash Cans	Warning	7/14/2021		
7532 Hispanola Ave	Trash Cans	Warning	7/15/2021		
1440 S Treasure Drive	Trash Cans	Warning	7/15/2021		
1400 S Treasure Drive	Trash Cans	Warning	7/15/2021		
1460 S Treasure Drive	Trash Cans	Warning	7/15/2021		
1345 Kennedy Cswy	Building Recertification	Warning	7/16/2021		
1735 N Treasure Drive	Building Recertification	Warning	7/16/2021		
7920 East Drive	Building Recertification	Warning	7/16/2021		
7924 East Drive	Building Recertification	Warning	7/16/2021		
7945 East Drive	Building Recertification	Warning	7/16/2021		
7525 Buccaneer Ave	WWP	Citation	7/16/2021	\$500.00	
7516 Jewel Ave	WWP	Citation	7/17/2021	\$500.00	
7921 West Drive	Bulk Trash	Warning	7/19/2021		
7548 Adventure Ave	Blocking ROW	Warning	7/19/2021		
1600 Kennedy Cswy	Trash	Warning	7/21/2021		
1666 Kennedy Cswy	Trash	Warning	7/21/2021		
7811 Beach View Drive	Trash Cans	Warning	7/21/2021		
7800 Beach View Drive	Trash Cans	Citation	7/21/2021	\$200.00	
7610 Center Bay Drive	Trash Cans	Warning	7/24/2021		
7800 Coquina Drive	Noise	Citation	7/24/2021	\$250.00	
7720 Coquina Drive	Noise	Citation	7/24/2021	\$250.00	
7525 Buccaneer Ave	Noise	Citation	7/29/2021	\$250.00	
1630 S Treasure Drive	Landscape	Warning	7/31/2021		
1671 S Treasure Drive	Landscape	Warning	7/31/2021		
7516 W Treasure Drive	Landscape	Warning	7/31/2021		
7509 Adventure Ave	Landscape	Warning	7/31/2021		
7500 W Treasure Drive	Trash Cans	Warning	7/31/2021		
7536 Adventure Ave	Trash Cans	Warning	7/31/2021		
1701 S Treasure Drive	Landscape	Warning	7/31/2021		
1670 S Treasure Drive	Landscape	Warning	7/31/2021		
7560 W Treasure Drive	Landscpae	Warning	7/31/2021		
(31) Lien Searches					
				\$5,100.00	\$10,800.00

	Code	Statistics	Aug-21	\$	\$
Property Address	Violation Type	Action Taken	Date/Month	Amount Cited	Fines Collected
7810 Beach View Drive	Bulk Trash	Warning	8/2/2021		
7701 Beach View Drive	Bulk Trash	Warning	8/2/2021		
7711 Beach View Drive	Bulk Trash	Warning	8/2/2021		
7800 Beach View Drive	Trash Cans	Citation	8/2/2021		\$200.00
1801 S Treasure Drive	Bulk Trash	Warning	8/3/2021		
7934 West Drive	Bulk Trash	Warning	8/3/2021		
7601 E Treasure Dr. PH102	WWP	Citation	8/4/2021	\$500.00	
7800 Coquina Drive	Noise	Citation	8/4/2021		\$250.00
7938 West Drive	Trash	Warning	8/5/2021		
7501 Coquina Drive	WWP	Citation	8/5/2021	\$500.00	
1555 N Treasure Drive	Sidewalk Damage	Warning	8/5/2021		
7720 Coquina Drive	WWP	Citation	8/6/2021	\$500.00	
7548 Hispanola Ave	WWP	Citation	8/6/2021		\$500.00
7520 Hispanola Ave	WWP	Citation	8/7/2021	\$500.00	
7525 Buccaneer Ave	Noise	Citation	8/7/2021	\$250.00	
1630 S Treasure Drive	Noise	Citation	8/7/2021	\$250.00	
7501 Coquina Drive	WWP	Citation	8/9/2021		\$500.00
7601 E Treasure Dr. PH102	WWP	Citation	8/10/2021		\$500.00
1400 Kennedy Cswy	Prohibited Sign	Warning	8/10/2021		
7700 Center Bay Drive	Noise	Citation	8/10/2021		\$100.00
7910 West Drive	Bulk Trash	Warning	8/10/2021		
7731 Miami View Drive	Landscape	Warning	8/11/2021		
1850 Kennedy Cswy	WWP	Citation	8/11/2021		\$500.00
Folio #23-3209-008-1210	Landscape	Warning	8/11/2021		
7946 East Drive	Seawall/Deck	Warning	8/12/2021		
7401 Beach View Drive	Fence	Warning	8/12/2021		
7918 West Drive	Fence	Warning	8/13/2021		
7938 West Drive	Trash	Warning	8/16/2021		
7529 Bounty Ave	Bulk Trash	Warning	8/17/2021		
1701 S Treasure Drive	Bulk Trash	Warning	8/17/2021		
7801 Miami View Drive	Trash Cans	Citation	8/17/2021		\$200.00
7600 Beach View Drive	Landscape	Citation	8/19/2021		\$200.00
7500 Coquina Drive	Noise	Citation	8/19/2021		\$200.00
7536 Adventure Ave	Operating/Advertising	Citation	8/19/2021		\$1,000.00
7536 Adventure Ave	BTR	Citation	8/19/2021		\$100.00

7700 Center Bay Drive	Trash	Citation	8/20/2021		\$200.00
7905 East Drive	Noise	Citation	8/21/2021	\$250.00	
1570 S Treasure Drive	WWP	Citation	8/21/2021	\$250.00	
7537 W Treasure Drive	WWP	Citation	8/21/2021	\$250.00	
7536 Adventure Ave	Operating/Advertising	Citation	8/21/2021	\$2,000.00	
7536 Adventure Ave	BTR	Citation	8/21/2021	\$100.00	
7536 Adventure Ave	Operating/Advertising	Citation	8/23/2021		\$2,000.00
7536 Adventure Ave	BTR	Citation	8/23/2021		\$100.00
7905 East Drive	Noise	Citation	8/24/2021		\$250.00
7800 Beach View Drive	Trash Cans	Citation	8/25/2021	\$200.00	
1301 Bay Terrace	Bulk Trash	Warning	8/25/2021		
7904 West Drive #407	Special Magistrate	Order	8/27/2021		\$5,000.00
7600 Beach View Drive	Noise	Citation	8/28/2021	\$250.00	
7811 Beach View Drive	Bulk Waste	Warning	8/28/2021		
7720 Coquina Drive	Noise	Citation	8/30/2021		\$250.00
7720 Coquina Drive	WWP	Citation	8/30/2021		\$500.00
7811 Beach View Drive	Operating/Advertising	Warning	8/30/2021		
7800 Beach View Drive	Trash Cans	Citation	8/30/2021		\$200.00
7811 Beach View Drive	Operating/Advertising	Citation	8/31/2021	\$1,000.00	
7811 Beach View Drive	BTR	Citation	8/31/2021	\$100.00	
7731 Coquina Drive	Operating/Advertising	Citation	8/31/2021	\$2,000.00	
7731 Coquina Drive	BTR	Citation	8/31/2021	\$100.00	
7510 Center Bay Drive	Bulk Trash	Warning	8/31/2021		
7548 W Treasure Drive	Trash	Warning	8/31/2021		
(48) Lien Searches					
				\$8,750.00	\$12,750.00

Code	Statistics	Sep-21	\$	\$	
Property Address	Violation Type	Action Taken	Date/Month	Amount Cited	Fines Collected
7537 Adventure Ave	Bulk Trash	Warning	9/1/2021		
1321 Bay Terrace	Landscape	Warning	9/1/2021		
7401 Miami View Drive	Trash/Blocking ROW	Warning	9/1/2021		
7421 Miami View Drive	Bulk Trash	Warning	9/1/2021		
7520 Miami View Drive	Bulk Trash	Warning	9/1/2021		
7700 Center Bay Drive	Bulk Trash	Warning	9/1/2021		
7611 Center Bay Drive	Trash	Warning	9/1/2021		
7601 Center Bay Drive	Bulk Trash	Warning	9/1/2021		

7511 Center Bay Drive	Trash	Warning	9/1/2021		
7620 Coquina Drive	Bulk Trash	Warning	9/1/2021		
Folio #23-3209-008-1210	Landscape	Citation	9/1/2021	\$200.00	
7910 West Drive (Marina)	BTR	Warning	9/1/2021		
7910 West Drive (Marina)	BTR	Warning	9/1/2021		
7910 West Drive (Marina)	BTR	Warning	9/1/2021		
7910 West Drive (Marina)	BTR	Warning	9/1/2021		
7910 West Drive (Marina)	BTR	Warning	9/1/2021		
7910 West Drive (Marina)	BTR	Warning	9/1/2021		
7910 West Drive (Marina)	BTR	Warning	9/1/2021		
7910 West Drive (Marina)	BTR	Warning	9/1/2021		
7937 West Drive	Trash	Warning	9/2/2021		
7517 Adventure Ave	Bulk Trash	Warning	9/2/2021		
1570 S Treasure Drive	WWP	Citation	9/3/2021		\$250.00
7548 Hispanola Ave	WWP	Citation	9/4/2021	\$500.00	
7536 Bounty Ave	Noise	Citation	9/4/2021	\$250.00	
7500 Coquina Drive	Noise	Citation	9/4/2021	\$250.00	
7811 Beach View Drive	Operating/Advertising	Citation	9/6/2021	\$2,000.00	
7811 Beach View Drive	BTR	Citation	9/6/2021	\$100.00	
7524 W Treasure Drive	Fence	Warning	9/6/2021		
1620 S Treasure Drive	Noise	Citation	9/7/2021		\$250.00
7552 Adventure Ave	Special Magistrate	Order	9/7/2021		\$1,000.00
1555 N Treasure Drive	Bulk Trash	Warning	9/7/2021		
7510 Coquina Drive	Bulk Trash	Warning	9/7/2021		
7601 Beach View Drive	Bulk Trash	Warning	9/9/2021		
1331 Bay Terrace	Bulk Trash	Warning	9/9/2021		
7920 East Drive	Bulk Trash	Warning	9/9/2021		
7922 East Drive	Landscape	Warning	9/9/2021		
7548 Hispanola Ave	WWP	Citation	9/9/2021		\$500.00
7528 Adventure Ave	Special Magistrate	Order	9/10/2021		\$275.00
7430 Beach View Drive	Bulk Trash	Warning	9/11/2021		
7811 Beach View Drive	Bulk Trash	Warning	9/11/2021		
7711 Center Bay Drive	Bulk Trash	Warning	9/13/2021		
7548 W Treasure Drive	Trash	Citation	9/13/2021	\$200.00	
7516 Jewel Ave	Special Magistrate	Order	9/14/2021		\$575.00
7731 Center Bay Drive	WWP	Citation	9/14/2021		\$250.00
1725 Kennedy Causeway	Landscape/Trash	Warning	9/14/2021		
7904 West Drive #502	Operating/Advertising	Citation	9/15/2021	\$1,000.00	
1356 Bay Terrace	Pool Violations	Citation	9/15/2021		\$250.00

7904 West Drive #502	BTR	Citation	9/15/2021	\$100.00	
7927 East Drive	Trash	Warning	9/16/2021		
7801 Center Bay Drive	Noise	Citation	9/17/2021	\$250.00	
7927 East Drive	Trash	Citation	9/20/2021	\$200.00	
7540 W Treasure Drive	Construction Site Maint.	Warning	9/20/2021		
7553 Adventure Ave	Noise	Citation	9/18/2021	\$250.00	
1701 N Treasure Dr #7	Landscape	Warning	9/21/2021		
1701 N Treasure Dr #5	Landscape	Warning	9/21/2021		
7520 Hispanola Ave	WWP	Citation	9/21/2021		\$500.00
7731 Coquina Drive	Operating/Advertising	Citation	9/21/2021		\$2,000.00
7731 Coquina Drive	BTR	Citation	9/21/2021		\$100.00
1701 N Treasure Dr #4	Landscape	Warning	9/21/2021		
7600 Beach View Drive	Noise	Citation	9/21/2021		\$250.00
1701 N Treasure Dr #3	Landscape	Warning	9/21/2021		
7927 East Drive	Trash	Warning	9/22/2021		
7530 Coquina Drive	Bulk Trash	Warning	9/22/2021		
7441 Coquina Drive	Landscape	Warning	9/22/2021		
7904 West Drive #502	BTR	Citation	9/23/2021		\$100.00
7904 West Drive #502	Operating/Advertising	Citation	9/23/2021		\$1,000.00
7400 Center Bay Drive	Bulk Trash	Warning	9/23/2021		
7530 Center Bay Drive	Noise	Citation	9/25/2021	\$250.00	
1610 S Treasure Drive	Noise	Citation	9/25/2021	\$250.00	
7400 Miami View Drive	Noise	Citation	9/25/2021	\$250.00	
7922 East Drive	Landscape	Citation	9/27/2021	\$200.00	
7929 West Drive	Bulk Trash	Warning	9/27/2021		
7549 Bounty Ave	Landscape	Warning	9/27/2021		
7400 Miami View Drive	Noise	Citation	9/28/2021		\$250.00
1725 Kennedy Cswy	Landscape	Citation	9/28/2021	\$200.00	
7536 Adventure Ave	WWP	Citation	9/29/2021	\$250.00	
Folio #23-3209-008-1210	Landscape	Citation	9/30/2021		\$200.00
7530 Center Bay Drive	Noise	Citation	9/30/2021		\$250.00
(66) Lien Searches					
				\$6,700.00	\$8,000.00

Code		Statistics	Oct-21	\$	\$
Property Address	Violation Type	Action Taken	Date/Month	Amount Cited	Fines Collected

1555 Kennedy Cswy	Trash	Warning	10/4/2021		
1400 Kennedy Cswy	Blocking ROW	Warning	10/4/2021		
7510 Coquina Drive	Landscape	Warning	10/4/2021		
7939 East Drive	Trash	Warning	10/4/2021		
7537 W Treasure Drive	WWP	Citation	10/5/2021		\$250.00
7532 Hispanola Ave	Special Magistrate	Order	10/5/2021		\$1,600.00
7801 Center Bay Drive	Noise	Citation	10/5/2021		\$250.00
7500 Beach View Drive	Landscape/Pool Violation	Warning	10/7/2021		
7500 Center Bay Drive	Construction Maint.	Warning	10/8/2021		
1735 N Treasure Drive	Noise	Warning	10/7/2021		
7917 West Drive	Bulk Trash	Warning	10/11/2021		
HI Drive / 79 Street	Prohibited Sign	Removed	10/11/2021		
7927 East Drive	Trash	Citation	10/11/2021		\$200.00
1610 S Treasure Drive	WWP	Citation	10/11/2021		\$250.00
7536 Bounty Ave	Bulk Trash	Warning	10/12/2021		
1356 Bay Terrace	Property Maint./Beehive	Warning	10/14/2021		
7549 Hispanola Ave	WWP	Citation	10/14/2021	\$250.00	
7525 Buccaneer Ave	WWP	Citation	10/14/2021		\$500.00
7553 Adventure Ave	Noise	Citation	10/14/2021		\$250.00
7509 Adventure Ave	WWP	Citation	10/15/2021	\$250.00	
1620 N Treasure Drive	WWP	Citation	10/16/2021	\$250.00	
7552 Cutlass Ave	Construction Maint.	Citation	10/16/2021	\$250.00	
7552 Cutlass Ave	Noise	Citation	10/16/2021	\$250.00	
7511 Center Bay Drive	Trash Cans	Warning	10/16/2021		
7700 Center Bay Drive	Trash Cans	Warning	10/16/2021		
7505 Bounty Ave	Landscape	Warning	10/16/2021		
7811 Beach View Drive	Special Magistrate	Order	10/21/2021		\$3,275.00
7924 East Drive	Landscape	Warning	10/21/2021		
23-3209-001-0013	Landscape	Citation	10/21/2021	\$200.00	
7721 Miami View Drive	Bulk Trash	Warning	10/21/2021		
7509 Adventure Ave	WWP	Citation	10/22/2021		\$250.00
7512 Buccaneer Ave	Blocking ROW	Warning	10/25/2021		
7720 Miami View Drive	Landscape	Warning	10/25/2021		
7922 East Drive	Landscape	Citation	10/26/2021		\$200.00
1601 Kennedy Cswy	Blocking ROW	Warning	10/27/2021		
23-3209-035-0001	WWP	Citation	10/27/2021	\$250.00	
7421 Miami View Drive	Bulk Trash	Warning	10/27/2021		
7549 Hispanola Ave	WWP	Citation	10/27/2021		\$250.00
7552 Cutlass Ave	Noise	Citation	10/28/2021		\$250.00

7552 Cutlass Ave	WWP	Citation	10/28/2021		\$250.00
1872 Kennedy Cswy	Bulk Trash	Warning	10/29/2021		
1620 N Treasure Drive	WWP	Citation	10/29/2021		\$250.00
7811 Beach View Drive	Trash Cans	Citation	10/30/2021	\$200.00	
7420 Beach View Drive	Trash Cans	Warning	10/30/2021		
7711 Beach View Drive	Trash Cans	Warning	10/30/2021		
7811 Miami View Drive	Noise	Citation	10/30/2021	\$250.00	
7505 Cutlass Ave	Noise	Warning	10/30/2021		
(46) Lien Searches					
				\$2,150.00	\$8,025.00

Code		Statistics	Nov-21	\$	\$	X	X
Property Address	Violation Type	Action Taken	Date/Month	Amount Cited	Fines Collected	STVR Strike	Total Strikes
7933 West Drive	Bulk Trash	Warning	11/1/2021				
7924 East Drive	Bulk Trash	Warning	11/1/2021				
7927 East Drive	Bulk Trash	Warning	11/1/2021				
1351 Bay Terrace	Bulk Trash	Warning	11/2/2021				
7800 Beach View Drive	Trash Cans	Warning	11/3/2021				
7600 Coquina Drive	Bulk Trash	Warning	11/3/2021				
7801 Center Bay Drive	Landscape	Citation	11/2/2021	\$200.00			
7801 Center Bay Drive	Illicit Discharge	Citation	11/2/2021	\$250.00			
7801 Center Bay Drive	Construction Site Maint.	Citation	11/2/2021	\$250.00			
7801 Center Bay Drive	WWP	Citation	11/2/2021	\$250.00			
7811 Beach View Drive	Bulk Trash	Warning	11/3/2021				
7917 West Drive	Bulk Trash	Warning	11/3/2021				
Cutlass & S. Treasure Drive	Commercial Vehicle	Warning	11/3/2021				
7548 W Treasure Drive	Trash/ Debris	Citation	11/5/2021		\$200.00		
1800 Kennedy Cswy #A201	WWP	Citation	11/6/2021	\$250.00			
1725 Kennedy Cswy	Landscape	Citation	11/8/2021		\$200.00		
7421 Center Bay Drive	Noise	Warning	11/8/2021				
7811 Beach View Drive	Trash Cans	Citation	11/13/2021	\$200.00			
7510 Center Bay Drive	Noise	Citation	11/13/2021	\$250.00			
7720 Miami View Deive	Noise	Citation	11/13/2021	\$250.00			
7601 E Treasure Drive	Noise	Citation	11/13/2021	\$250.00			
7421 Center Bay Drive	Noise	Citation	11/13/2021	\$250.00			
7700 Miami View Drive	Noise	Citation	11/15/2021	\$250.00		Yes	(1) of (5)
7800 Beach View Drive	Trash Cans	Citation	11/16/2021	\$200.00			

Figuroa Landscaping	Bulk Trash	Warning	11/16/2021			
1666 Kennedy Cswy #200	BTR	Warning	11/17/2021			
1666 Kennedy Cswy #208	BTR	Warning	11/17/2021			
1666 Kennedy Cswy #209	BTR	Warning	11/17/2021			
1666 Kennedy Cswy #400	BTR	Warning	11/17/2021			
1666 Kennedy Cswy #409	BTR	Warning	11/17/2021			
1666 Kennedy Cswy #412	BTR	Warning	11/17/2021			
1666 Kennedy Cswy #501	BTR	Warning	11/17/2021			
1666 Kennedy Cswy #203	BTR	Warning	11/17/2021			
1666 Kennedy Cswy #503	BTR	Warning	11/17/2021			
1666 Kennedy Cswy #509	BTR	Warning	11/17/2021			
1666 Kennedy Cswy #512	BTR	Warning	11/17/2021			
1666 Kennedy Cswy #600	BTR	Warning	11/17/2021			
1666 Kennedy Cswy #604	BTR	Warning	11/17/2021			
1666 Kennedy Cswy #607	BTR	Warning	11/17/2021			
1666 Kennedy Cswy #608	BTR	Warning	11/17/2021			
1666 Kennedy Cswy #611	BTR	Warning	11/17/2021			
1666 Kennedy Cswy #612	BTR	Warning	11/17/2021			
1666 Kennedy Cswy #702	BTR	Warning	11/17/2021			
1666 Kennedy Cswy #706	BTR	Warning	11/17/2021			
7830 Miami View Drive	Trash Cans	Warning	11/18/2021			
7811 Miami View Drive	Noise	Citation	11/17/2021		\$250.00	
7510 Center Bay Drive	Noise	Citation	11/18/2021		\$250.00	
7911 West Drive	Landscape	Citation	11/19/2021		\$200.00	
7536 W Treasure Drive	Noise	Citation	11/22/2021	\$250.00		
7536 W Treasure Drive	Noise	Citation	11/22/2021	\$500.00		
1900 S Treasure Dr. (Lot)	Trash	Warning	11/22/2021			
7537 W Treasure Drive	Trash Cans / Trash	Warning	11/22/2021			
7516 Bounty Ave	Bulk Trash	Warning	11/23/2021			
1666 Kennedy Cswy #211	BTR	Warning	11/23/2021			
1666 Kennedy Cswy #510	BTR	Warning	11/23/2021			
7811 Beach View Drive	Trash Cans	Citation	11/23/2021		\$200.00	
1666 Kennedy Cswy #206	BTR	Warning	11/23/2021			
7801 Center Bay Drive	Illicit Discharge	Citation	11/29/2021		\$250.00	
7801 Center Bay Drive	Landscape	Citation	11/29/2021		\$200.00	
7801 Center Bay Drive	Construction Site Maint.	Citation	11/29/2021		\$250.00	
7801 Center Bay Drive	WWP	Citation	11/29/2021		\$250.00	
7800 Beach View Drive	Trash Cans	Citation	11/29/2021		\$200.00	
7925 West Drive	Bulk Trash	Warning	11/30/2021			

7441 Coquina Drive	Trash	Warning	11/30/2021				
(45) Lien Searches				\$3,600.00	\$2,450.00		

Code	Statistics	Dec-21	\$	\$	X	X	
Property Address	Violation Type	Action Taken	Date/Month	Amount Cited	Fines Collected	STVR Strike	Total Strikes
7811 Beach View Drive	Trash Cans	Citation	12/1/2021		\$200.00		
7801 Hispanola Ave	Building Recertification	Warning	12/1/2021				
1666 Kennedy Cswy #610	Building Recertification	Warning	12/1/2021				
7926 East Drive	Building Recertification	Warning	12/1/2021				
7909-7911 East Drive	Building Recertification	Warning	12/1/2021				
7915 East Drive	Building Recertification	Warning	12/1/2021				
7921 West Drive	Building Recertification	Warning	12/1/2021				
7925 West Drive	Building Recertification	Warning	12/1/2021				
1801-1815 Galleon St	Building Recertification	Warning	12/1/2021				
7928 West Drive	Building Recertification	Warning	12/1/2021				
7921 East Drive	Building Recertification	Warning	12/1/2021				
1880 S Treasure Drive	Building Recertification	Warning	12/1/2021				
7920 East Drive	Minimum Housing	Warning	12/6/2021				
7910 West Drive	Bulk Trash	Warning	12/6/2021				
7937 West Drive #G	Minimum Housing	Warning	12/6/2021				
7937 West Drive #F	WWP	Citation	12/6/2021	\$250.00			
7937 West Drive #F	Minimum Housing	Warning	12/6/2021				
7917 West Drive	Bulk Trash	Warning	12/6/2021				
7536 W Treasure Drive	Noise	Citation	12/7/2021		\$250.00		
7536 W Treasure Drive	Noise	Citation	12/7/2021		\$500.00		
1400 Kennedy Cswy #117	BTR	Warning	12/7/2021				
1400 Kennedy Cswy #100	BTR	Warning	12/7/2021				
1400 Kennedy Cswy #1460	BTR	Warning	12/7/2021				
7920 East Drive	Bulk Trash	Warning	12/7/2021				
1555 N Treasure Drive	Bulk Trash	Warning	12/7/2021				
1400 Kennedy Cswy #1402	BTR	Warning	12/8/2021				
7545 E Treasure Drive #8F	Noise	Citation	12/9/2021		\$200.00		
7501 E Treasure Drive #6EF	Cannabis	Citation	12/10/2021		\$100.00		
7501 E Treasure Drive #6EF	Cannabis	Citation	12/10/2021		\$100.00		
7501 E Treasure Drive #3EF	WWP	Citation	12/10/2021	\$250.00			
1620 S Treasure Drive	Noise	Citation	12/11/2021	\$500.00			

1630 S Treasure Drive	Landscape	Citation	12/11/2021	\$200.00			
7536 W Treasure Drive	WWP	Citation	12/13/2021	\$250.00			
7920 East Drive	Minimum Housing	Warning	12/13/2021				
7700 Miami View Drive	Noise	Citation	12/13/2021		\$250.00		
7900 Harbor Island Drive	Noise	Warning	12/13/2021				
7927 East Drive	Bulk Waste	Warning	12/14/2021				
7513 Adventure Ave	Trash	Warning	12/14/2021				
7920 East Drive	Bulk Trash	Warning	12/15/2021				
7933 West Drive	Bulk Trash	Warning	12/16/2021				
7620 Miami View Drive	WWP	Citation	12/16/2021	\$250.00			
7701 Center Bay Drive	Trash	Warning	12/16/2021				
7520 Hispanola Ave	Noise	Citation	12/18/2021	\$250.00			
7904 West Drive #112	Special Magistrate	Order	12/20/2021		\$4,500.00		
7933 West Drive	Bulk Trash	Warning	12/21/2021				
1666 Kennedy Cswy #610	WWP	Citation	12/21/2021		\$250.00		
1850 Kennedy Cswy	Trash	Warning	12/22/2021				
7524 Bounty Ave	Bulk Trash	Warning	12/22/2021				
Galleon Street	Derelict Vehicle	Warning	12/22/2021				
7601 E Treasure Drive #CU2	BTR	Warning	12/23/2021				
7720 Miami View Drive	Noise	Citation	12/23/2021		\$250.00		
7601 E Treasure Drive #CU1	BTR	Warning	12/23/2021				
7910 West Drive	Bulk Trash	Warning	12/23/2021				
7601 E Treasure Drive #CU9	BTR	Warning	12/23/2021				
7909-7911 East Drive	Bulk Trash	Warning	12/23/2021				
1801 S Treasure Drive #329	Bulk Trash	Warning	12/28/2021				
1500 Kennedy Cswy	Landscape	Warning	12/29/2021				
1872 Kennedy Cswy	Trash	Warning	12/29/2021				
7505 Bounty Ave	Landscape	Warning	12/30/2021				
7508 W Treasure Drive	Landscape	Warning	12/30/2021				
1620 S Treasure Drive	Noise	Citation	12/30/2021		\$500.00		
(22) Lien Searches							
				\$1,950.00	\$7,100.00		

Code	Statistics	Jan-22	\$	\$	X	X	
Property Address	Violation Type	Action Taken	Date/Month	Amount Cited	Fines Collected	STVR Strike	Total Strikes
7917 West Drive	Bulk Trash	Citation	1/3/2022	\$200.00			

7731 Miami View Drive	Landscapae	Warning	1/3/2022				
7520 Hispanola Ave	Noise	Citation	1/3/2022		\$250.00		
7620 Miami View Drive	WWP	Citation	1/5/2022		\$250.00		
7552 Cutlass Ave	Operating/Advertising	Warning	1/7/2022				
1690 S Treasure Drive	WWP	Citation	1/8/2022	\$250.00			
1353 Bay Terrace	WWP	Citation	1/10/2022		\$200.00		
7421 Center Bay Drive	Noise	Citation	1/10/2022		\$250.00		
7937 West Drive	WWP	Citation	1/12/2022		\$250.00		
8020 East Drive #218	Noise	Citation	1/15/2022	\$250.00			
8020 East Drive #218	WWP	Citation	1/15/2022	\$250.00			
7552 Cutlass Ave	Noise	Citation	1/15/2022	\$500.00			
7508 W Treasure Drive	WWP	Citation	1/15/2022	\$250.00			
7520 W Treasure Drive	Noise	Warning	1/17/2022				
7631 Miami View Drive	Noise	Warning	1/17/2022				
1650 S Treasure Drive	BTR	Warning	1/18/2022				
7917 West Drive	Bulk Trash	Warning	1/19/2022				
7934 West Drive #1003	Noise	Citation	1/20/2022		\$250.00		
7521 Cutlass Ave	Operating/Advertising	Warning	1/20/2022				
7548 Adventure Ave	Operating/Advertising	Warning	1/20/2022				
1900 S Treasure Drive #3D	Operating/Advertising	Warning	1/20/2022				
7933 West Drive #715	Operating/Advertising	Warning	1/20/2022				
7548 Adventure Ave	Operating/Advertising	Citation	1/22/2022	\$1,000.00		Yes	(1) of (3)
7548 Adventure Ave	BTR	Citation	1/22/2022	\$100.00			
7500 Beach View Drive	Pool Violation	Citation	1/22/2022	\$100.00			
7525 E Treasure Drive	Building Miantenence	Warning	1/25/2022				
7920 East Drive	Blocking ROW	Warning	1/26/2022				
7552 Cutlass Ave	Noise	Citation	1/26/2022		\$500.00		
7508 W Treasure Drive	WWP	Citation	1/27/2022		\$250.00		
1690 S Treasure Drive	WWP	Citation	1/28/2022		\$250.00		
1865 Kennedy Cswy #5L	Noise	Citation	1/28/2022		\$100.00		
7548 Adventure Ave	Operating/Advertising	Citation	1/28/2022		\$1,000.00		
7548 Adventure Ave	BTR	Citation	1/28/2022		\$100.00		
7524 Buccaneer Ave	Noise	Citation	1/31/2022		\$250.00		
7811 Miami View Drive	Bulk Trash	Warning	1/31/2022				
7720 Center Bay Drive	Landscape	Warning	1/31/2022				
(49) Lien Searches							
				\$2,900.00	\$3,900.00		

	Code	Statistics	Feb-22	\$	\$	X	X
Property Address	Violation Type	Action Taken	Date/Month	Amount Cited	Fines Collected	STVR Strike	Total Strikes
7917 West Drive	Bulk Trash	Warning	2/1/2022				
7441 Coquina Drive	Construction Site Maint.	Warning	2/1/2022				
7939 East Drive	Knox Box	Warning	2/2/2022				
1630 S Treasure Drive	Special Magistrate	Order	2/2/2022		\$220.00		
7929 West Drive #903	Noise	Warning	2/3/2022				
8000 West Drive	Noise	Warning	2/3/2022				
7946 East Drive #201	Operating/Advertising	Warning	2/3/2022				
8020 East Drive #218	Noise	Citation	2/3/2022		\$250.00		
8020 East Drive #218	WWP	Citation	2/3/2022		\$250.00		
7927 East Drive	Operating/Advertising	Warning	2/3/2022				
7917 West Drive	Trash	Citation	2/7/2022		\$200.00		
7536 W Treasure Drive	WWP	Citation	2/7/2022		\$250.00		
1820 S Treasure Drive	WWP	Citation	2/8/2022	\$250.00			
23-3209-001-0270	Landscape	Warning	2/8/2022				
1800 Kennedy Cswy #A201	Special Magistrate	Order	2/8/2022		\$250.00		
1750 S Treasure Drive	Knox Box	Warning	2/9/2022				
1625 Kennedy Causeway	Knox Box	Warning	2/14/2022				
1820 S Treasure Drive #205	WWP	Citation	2/14/2022		\$250.00		
1353 Bay Terrace	WWP	Citation	2/14/2022	\$250.00			
1880 S Treasure Drive	Blocking ROW	Warning	2/15/2022				
1666 Kennedy Cswy #604	Trash	Warning	2/15/2022				
7917 West Drive	Recycling	Warning	2/15/2022				
7929 West Drive	Recycling	Warning	2/15/2022				
1855 Kennedy Cswy	Filming	Warning	2/15/2022				
1666 Kennedy Causeway	Special Magistrate	Order	2/16/2022		\$1,200.00		
7801 Center Bay Drive	Construction Site Maint.	Warning	2/16/2022				
7421 Coquina Drive	ROW Violation	Warning	2/18/2022				
7548 W Treasure Drive	Noise	Citation	2/19/2022	\$250.00			
7548 W Treasure Drive	WWP	Citation	2/19/2022	\$250.00			
1880 S Treasure Drive	ROW Violation	Warning	2/19/2022				
7810 Center Bay Drive	Noise	Warning	2/19/2022				
7730 Center Bay Drive	Bulk Trash	Warning	2/22/2022				
7710 Coquina Drive	Bulk Trash	Warning	2/22/2022				
7720 Miami View Drive	WWP	Citation	2/23/2022	\$250.00			

7720 Miami View Drive	WWP	Citation	2/24/2022		\$250.00		
7505 Cutlass Ave	Illicit Discharge	Citation	2/24/2022	\$200.00			
7700 Beach View Drive	Noise	Citation	2/26/2022	\$250.00			
7811 Beach View Drive	Noise	Citation	2/27/2022	\$500.00		Yes	(1) of (5)
7552 Bounty Ave	Trash	Warning	2/28/2022				
7700 Beach View Drive	Noise	Citation	2/28/2022		\$250.00		
(67) Lien Searches							
				\$2,200.00	\$3,370.00		

Code	Statistics	Mar-22	\$	\$	X	X	
Property Address	Violation Type	Action Taken	Date/Month	Amount Cited	Fines Collected	STVR Strike	Total Strikes
Harbor Island	Derelict Vehicle	Warning	3/1/2022				
7910 West Drive	Bulk Trash	Warning	3/1/2022				
Harbor Island ROW	Prohibited Sign	Removed	3/1/2022				
7530 Miami View Drive	Noise	Warning	3/1/2022				
7811 Beach View Drive	Noise	Citation	3/1/2022		\$500.00		
7557 Mutiny Ave	WWP	Citation	3/4/2022	\$250.00			
7915 East Drive #2D	Noise	Citation	3/4/2022		\$250.00		
7505 Adventure Ave	Trash Cans/Trash	Warning	3/5/2022				
7509 Adventure Ave	Trash Cans/Trash	Warning	3/5/2022				
7901 Hispanola Ave	Noise	Citation	3/5/2022	\$250.00			
7915 East Drive	Noise	Citation	3/5/2022	\$250.00			
1620 N Treasure Drive	Bulk Trash	Warning	3/9/2022				
7915 East Drive #1A	Noise	Citation	3/9/2022		\$250.00		
7421 Coquina Drive	Construction Maint.	Warning	3/10/2022				
1610 S Treasure Drive	Special Magistrate	Order	3/10/2022		\$1,600.00		
7557 Mutiny Ave	WWP	Citation	3/10/2022		\$250.00		
7621 Coquina Drive	Trash	Warning	3/10/2022				
7601 E Treasure Dr #CU25	Noise	Citation	3/11/2022		\$250.00		
7548 W Treasure Drive	Noise	Citation	3/11/2022		\$250.00		
7548 W Treasure Drive	WWP	Citation	3/11/2022		\$250.00		
7710 Beach View Drive	Noise	Citation	3/12/2022	\$250.00			
7710 Beach View Drive	WWP	Citation	3/12/2022	\$250.00			
7536 Bounty Ave	Special Magistrate	Order	3/14/2022		\$250.00		
1666 Kennedy Cswy #501	Trash	Warning	3/15/2022				
7501 E Treasure Dr #6T	Noise	Citation	3/15/2022		\$250.00		

Treasure Island	Abandoned Prop. (Bike)	Warning/Removed	3/16/2022			
1480 S Treasure Drive	Landscape	Citation	3/17/2022		\$200.00	
Treasure Island	Abandoned Prop. (Bike)	Warning/Removed	3/16/2022			
7904 West Drive (rear)	Abandoned Vessel	Warning	3/19/2022			
7711 Coquina Drive	Trash/Recycle cans	Warning	3/19/2022			
7910 West Drive (rear)	Noise	Warning	3/21/2022			
7501 E Treasure Dr #7P	Operating/Advertising	Warning	3/21/2022			
7505 Cutlass Ave	Illicit Discharge	Citation	3/21/2022		\$200.00	
1400 S Treasure Drive	Bulk Trash	Warning	3/22/2022			
7901 Hispanola Ave	Noise	Citation	3/22/2022		\$250.00	
8000 West Drive	Noise	Citation	3/22/2022		\$250.00	
1880 S Treasure Drive	Trash	Warning	3/22/2022			
7800 Center Bay Drive	Bulk Trash	Warning	3/22/2022			
7801 Center Bay Drive	Open/Unsecure	Warning	3/22/2022			
1900 S Treasure Drive	Trash	Warning	3/22/2022			
7934 West Drive #904	Special Magistrate	Order	3/23/2022		\$3,000.00	
1865 Kennedy Cswy #12G	WWP	Citation	3/23/2022	\$250.00		
Public ROW	Prohibited Sign	Removed	3/23/2022			
7700 Beachview Drive	WWP	Citation	3/23/2022	\$250.00		
1571 S Treasure Drive	Noise	Warning	3/24/2022			
1353 Bay Terrace	WWP	Citation	3/24/2022		\$250.00	
7720 Center Bay Drive	Trash/Recycle Cans	Citation	3/26/2022	\$250.00		
7941 West Drive #301	WWP	Citation	3/26/2022	\$250.00		
7920 East Drive	Minimum Housing	Warning	3/28/2022			
Treasure Island	Abandoned Vehicle	Warning	3/28/2022			
1880 S Treasure Drive	Special Magistrate	Order	3/28/2022		\$3,500.00	
7540 W Treasure Drive	Noise	Warning	3/29/2022			
Harbor Island	Derelict Vehicle	Warning	3/30/2022			
7901 Hispanola Ave	Construction Maint.	Warning	3/30/2022			
7904 West Drive #816	WWP	Citation	3/31/2022		\$200.00	
(126) Lien Searches						
				\$2,250.00	\$11,950.00	

Glossary	
Violation Type Abbreviation	Definition
WWP	Work Without Permits
ROW	Right-of-Way
BTR	Business Tax Receipt

Operating/Advertising	Operating / Advertising a Short Term Vacation Rental
STVR	Short Term Vacation Rental
MOT	Maintenance of Traffic
Special Magistrate	Fines Collected as a Result of a Special Magistrate Order
Open/Unsecured	Construction Site Open and Unsecured
Emergency Order	Violation of COVID Related Emergency Orders
STRV Strike	Code violation counted when revoking/denying an STVR License



ITEM NO. 9.D

North Bay Village Recommendation Memorandum

NORTH BAY VILLAGE
EST. 1945

DATE: April 12, 2022

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

FROM: Leo Cosio,

**SPONSORED
BY:**

SUBJECT: WATER-BASED NUISANCES ACTION PLAN UPDATE
DR. RALPH ROSADO (ASST. TO THE VILLAGE MANAGER LEO COSIO /
CHIEF CARLOS NORIEGA / DEPUTY CHIEF SAM BEJAR)

RECOMMENDATION

BACKGROUND AND ANALYSIS

North Bay Village is concerned with how water-based nuisances, especially the proliferation of jet ski businesses and advertising barges, are affecting NBV residents' quality of life. To remedy these issues, NBV has developed this action plan.

BUDGETARY/FINANCIAL IMPACT (Finance Dept.)

NONE

PERSONNEL IMPACT

NONE

Water-Based Nuisances Action Plan
 Sunshine Meeting Recap – April 1, 2022
 Commercial Vessels Surrounding NBV Waterways

North Bay Village is concerned with how water-based nuisances, especially the proliferation of jet ski businesses and advertising barges, are affecting NBV residents' quality of life. To remedy these issues, NBV has developed the action items below.

Action Items:


Item	Item Description	Commission Lead	Staff Lead/SRTF Lead (If Any)	Next Steps
1a	Commissioner Heyman indicated there is an active task force addressing derelict vessels and marine issues and explained that she will ask that Code Enforcement Supervisors be invited, so as to better address NBV's concerns.	Vice Mayor Wilmoth	Chief Noriega	There are no boats at the bottom of Biscayne Bay within our municipal boundaries. Helen will promote this on our Village social media channels.
1b	Major Alberto Maza from FWC indicated he would inspect the advertisement vessels and address any compliance issues related to his agency.	Commissioner Chervony	Chief Noriega	Banner has been taken down for now.
2	NBV to follow up with FWC and Lisa Spadafina from DERM about the current advertising barge.	Mayor Latham	Code Enforcement Director Rodriguez	Banner has been taken down for now.
3	Lourdes Gomez from RER expressed support for quarterly meetings, which would include relevant agencies as well as other coastal communities, for marine issues.	Vice Mayor Wilmoth	Code Enforcement Director Rodriguez	Plan first quarterly meeting.
4a	NBV PD will be planning multi-agency operations that will sweep areas up and down the Intracoastal, in partnership with FWC's Major Maza.	Commissioner Chervony	Chief Noriega	Chief says this is ongoing.
4b	Assigning designated enforcement officers to the area to ensure the vessels are secured and in compliance with all applicable law/code requirements.		Deputy Chief Bejar	Partner with FWC and use drones to assess the area. Deputy Chief Bejar says plan is to eventually monitor the area 6-7 days a week when we have more manpower.
4c	Increase proactive enforcement of watercrafts speeding behind residential properties, no wake zones, and manatee protection areas.			The Village is in the process of purchasing a new marine patrol vessel and training an additional Officer, which will be able to operate solo within the next 2-3 weeks. NBV PD hopes to provide marine side coverage six days per week going forward and will continue to partner with law enforcement agencies in the area.

4d	Coordinate monthly or quarterly compliance inspections of the commercial vessels with law enforcement, DERM, FWC, etc.		Major Maza at FWC	This is ongoing.
5a	NBV to follow up with Director Hefty from DERM and MDC Attorney Dennis Kerbel on legal/code measures that could be enforced on Jet Ski platforms and advertising barges.	Mayor Latham	Manager Rosado/SRTF Chair O'Brien	Director Hefty said they would respond in March 2022. Follow up needed.
5b	NBV will contact Director Hefty from DERM and MDC Attorney Dennis Kerbel to discuss the creation of a regulatory mooring field off of Pelican Harbor.	Commissioner Streitfeld	Manager Rosado/SRTF Chair O'Brien	Deputy Chief Bejar says a mooring field will organize the vessels but will create more density of vessels on Biscayne Bay.
6	NBV to share State Senator Ileana Garcia's proposed bill with SRTF for feedback and ultimately perhaps a potential commission agenda item in support of the bill.	Commissioner Streitfeld	Manager Rosado/SRTF Chair O'Brien	Bill placed on Special Order Calendar (03/01/22)
7a	NBVPD to provide status update, as available, of DERM/FWC seagrass/moored vessel study.	Commissioner Streitfeld	Officer Hendon	Study hasn't started.
7b	Designate area a marine preserve after sea grass research is completed. This will prohibit nuisance businesses and derelict vessels from anchoring in the area.		DERM	
7c	Enact the necessary zoning changes to designate the Pelican Harbor Marina area for registered anchoring/mooring only.		Dep. Chief Bejar, Sgt. Guevara, and Marina Manager Salleh.	MDPD used drone to map the vessels currently moored in waters West of us, outside designated mooring fields. They will monitor them and enforce for compliance when violations are noted. Deputy Chief Bejar believes that designating a mooring field West of NBI would be a mistake, because it may flood the area with vessels, including illegal ones which will be difficult to distinguish from legitimate tenants.
7d	NBV Marine Patrol conducting assessment of vessels moored in Biscayne Bay using drone technology with assistance of Miami-Dade PD.			This initiative is ongoing and will assist in monitoring activity of vessels and leading to enforcement actions should violations be observed.
8	Staff Lead will periodically contact Chief Bay Officer Irela Bague for updates on her urging MDPD to expand marine patrol in the county waters near NBV.		Chief Noriega OR Deputy Chief Bejar	Deputy Chief Bejar says we have to keep in mind that MDPD structure will change in 2025 when new Sheriff starts.

9	Reviewing and adopting code changes to enhance regulations, and provide speedy enforcement for vessels in non-compliance. Vessels in non-compliance can be deemed a threat to the health, safety, and welfare of the surrounding properties and marine environment.			Deputy Chief Bejar spoke with Major Maza at FWC about planning additional enforcement operations. Major Maza says he will provide Asst. to the Village Manager Cosio with a point of contact. Run potential code changes by the legal team at Weiss-Serota.
10	Allow inspection of at risk boats anchored in Biscayne Bay to determine if owner is still engaged and responsive, if not, allow vessel to be removed.			Deputy Chief Bejar says this is ongoing.

MIAMI-DADE COUNTY

1	Dedicate a portion of the Metropolitan Dade County vessel registration fee (Sec. 7-22.1.) to help cover the costs of removing and disposing of derelict vessels.			
2	Create a one-stop email at the county level so that residents can report derelict vessels.			
3	Consider creating a cap on the amount of watercrafts that can operate from one commercial vessel, per Business tax receipt and Certificate of use issued.		Deputy Chief Bejar and Chief Morales	Follow up with Commissioner Russell's Chief of Staff on considering an amendment to sign code to prohibit water-based signage. Have Weiss-Serota draft ordinance and get Miami and Miami Beach to pass similar ordinance.
4	Allow agencies to remove a boat which is in danger of sinking, and transport it to a county dump while owner identification and bidding processes are ongoing.		Interim Chief Morales at City of Miami/ Officer Hendon has info on DERM/FWC seagrass study	Miami PD gets the derelict vessels removed.
5	Support the Chief Bay Officer in organizing a town hall with representatives of Government Agencies to discuss and review recommendations.			

-  = Complete
-  = In progress
-  = Needs further discussion

*Include Melonie Burke and Danielle Mejia from Miami-Dade County on email correspondences to relevant parties related to water-based nuisances.



North Bay Village Police Department Memorandum

Date: 4/1/2022
To: Samuel Bejar, Deputy Chief of Police
From: Norlan Benitez, Sergeant
Subject: Monthly Traffic Enforcement Report for March 1 to March 31, 2022

The following is the Monthly After-Action Report for the Department's continuing traffic educational/enforcement initiative. The information contained herein details the activity for the month of March, 2022. The purpose of our traffic safety campaign is to enhance traffic safety in our community and mitigate violations of traffic laws through the apprehension and/or citation of drivers, public education and raising awareness of the dangers of aggressive driving, speeding, red-light running, seat belt compliance, bike/pedestrian safety, impaired driving, distracted driving, and general traffic safety. Our Traffic Enforcement Team will continue to monitor all Village-wide traffic related issues and conduct strategic enforcement, reporting our continuing progress on a monthly basis.

Traffic Enforcement on Harbor Island:

- 0 – Speeding Citation
- 2 – Criminal Citation
- 28 – Moving Violation Citations
- 24 – Non Moving Citations
- 5 – Warnings

Traffic Enforcement on Treasure Island:

- 5 – Speeding Citation
- 6 – Criminal Citations
- 102 – Moving Violation Citations
- 50 – Non Moving Citations
- 8 – Warnings

Traffic Enforcement on Kennedy Causeway:

- 176 – Speeding Citations
- 104 – Criminal Citations
- 121 – Moving Violation Citations
- 441 – Non Moving Citations
- 201 – Warnings

Traffic Enforcement on North Bay Island:

- 0 – Moving Violation Citations
- 0 – Non Moving Violation Citations

Traffic Enforcement Totals:

- ❖ 1059 – Citations
- ❖ 214 – Warnings
- ❖ 327 – Parking Citations

North Bay Village Communications & Engagement Report

MARCH 2022 HIGHLIGHTS



NORTH BAY VILLAGE
EST. 1945

OUTREACH OVERVIEW - EVENTS AND ATTENDEES

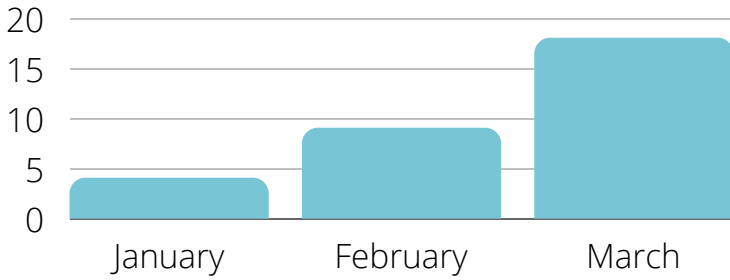


Over the month of March, the Village held the following 9 events: Movie Night, St. Patrick's Arts and Crafts, Walk & Talks (2), Lunch with the Mayor, Women's History Month Luncheon, Senior Fraud Prevention Workshop, and Police Swearing-In Ceremony.

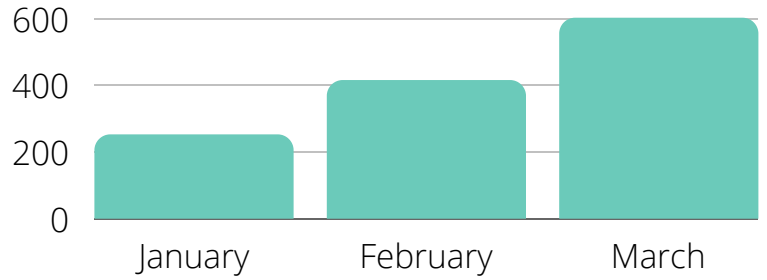
200+

of attendees at Village Events in January.

NUMBER OF EVENTS (CUMULATIVE)

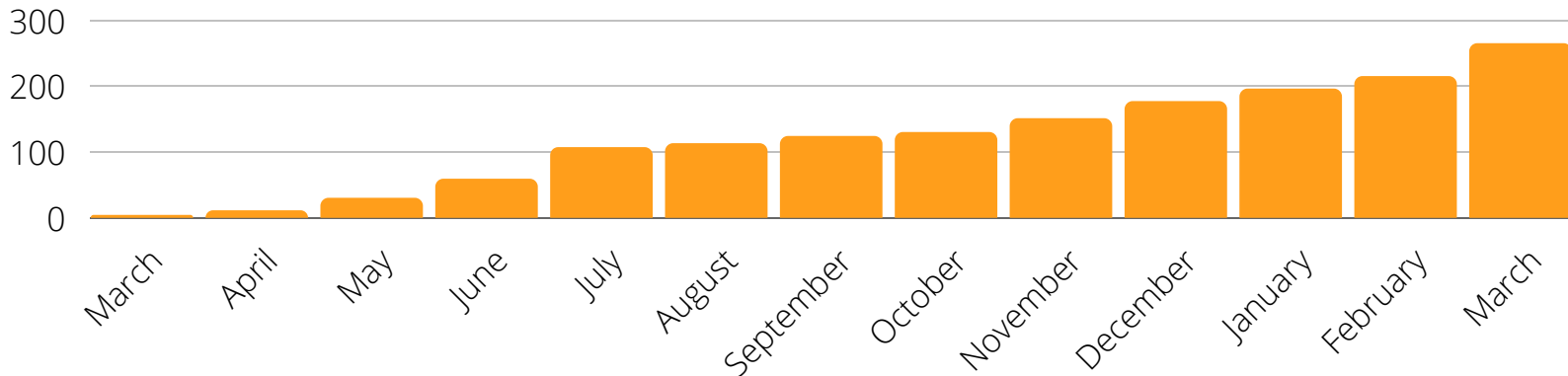


NUMBER OF ATTENDEES AT EVENTS (CUMULATIVE)



MEDIA MENTIONS (CUMULATIVE)

We were featured in the media 50 times in March-more than double the amount we received in February. Since March of 2021, we have been featured 264 times in the media.



NEWSLETTER

During the month of March, 2 newsletters were sent to the public with an average open rate of 40%. Our audience increased by 10 for a total of 2,088 subscribers.

North Bay Village Communications & Engagement Report



NORTH BAY VILLAGE
EST. 1945

MARCH 2022 HIGHLIGHTS

WEBSITE ANALYTICS

Our website saw an increase in engagement when compared to the previous month. The stats are listed below.

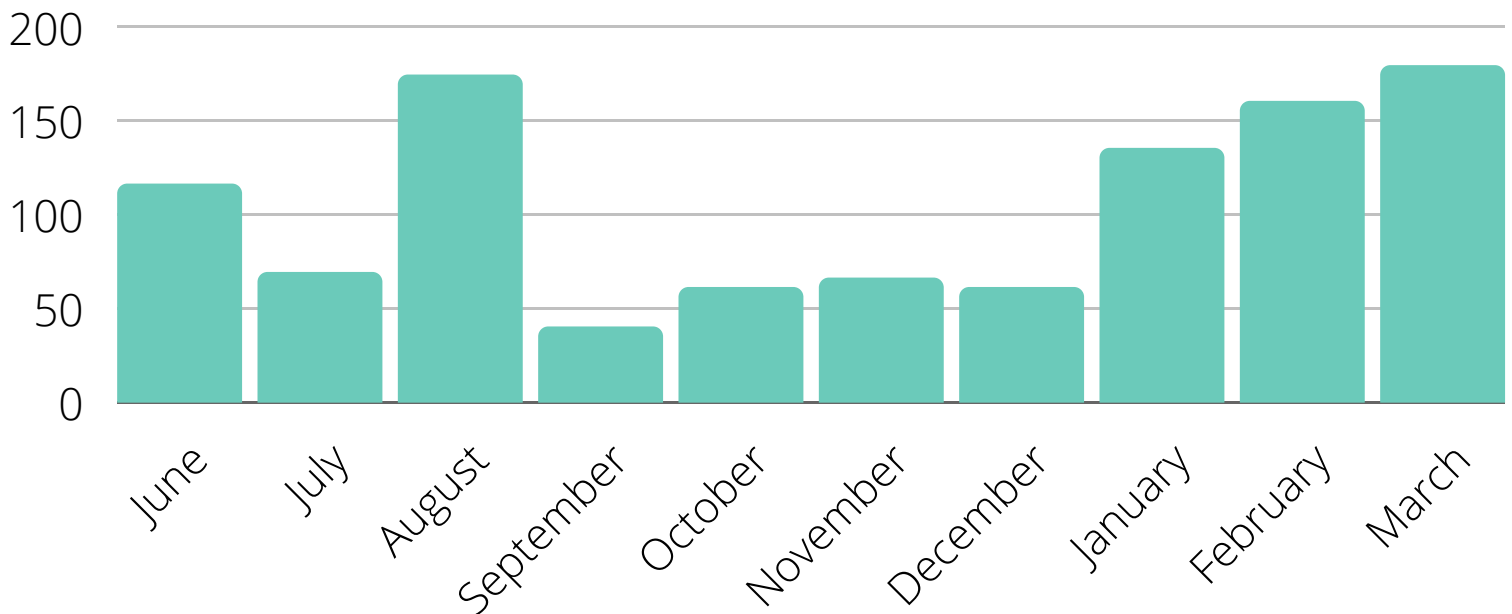
Users: 3,948 (+12%)

New Users: 3,631 (+13%)

Pageviews: 10,706 (+5%)

ACTION TEAM EMAILS

Since January 2021, the North Bay Village team has responded to approximately 1,505 Action Team emails. Staff typically responds within 24 hours to incoming requests/concerns/questions. For the month of March, we received 179 emails.



SOCIAL MEDIA ANALYTICS

Our social media profiles saw above-average impressions in the month of March. We received **109,000+** impressions and **5,400+** engagements with our posts.




Profile Performance

March 2022

Understand growth and health of your social profiles


Included in this Report

 @NorthBayVillage

 northbayvillagefl

 Helen Roldan

 North Bay Village

 North Bay Village

 North Bay Village

Performance Summary

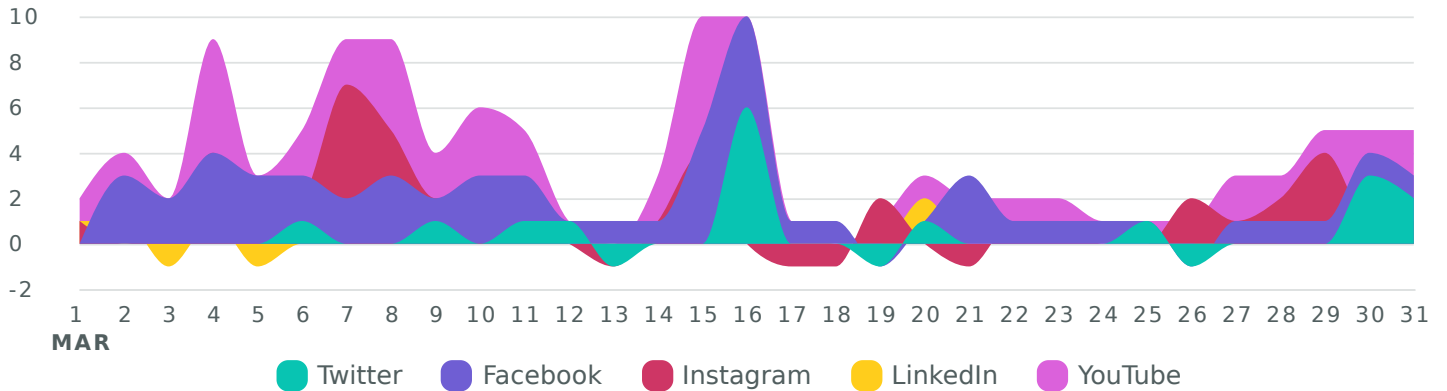
View your key profile performance metrics from the reporting period.

<p>Impressions</p> <p>109,120 ↗27.3%</p>	<p>Engagements</p> <p>5,420 ↗18.9%</p>	<p>Post Link Clicks</p> <p>638 ↗8.9%</p>
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Audience Growth

See how your audience grew during the reporting period.

Net Audience Growth, by Day

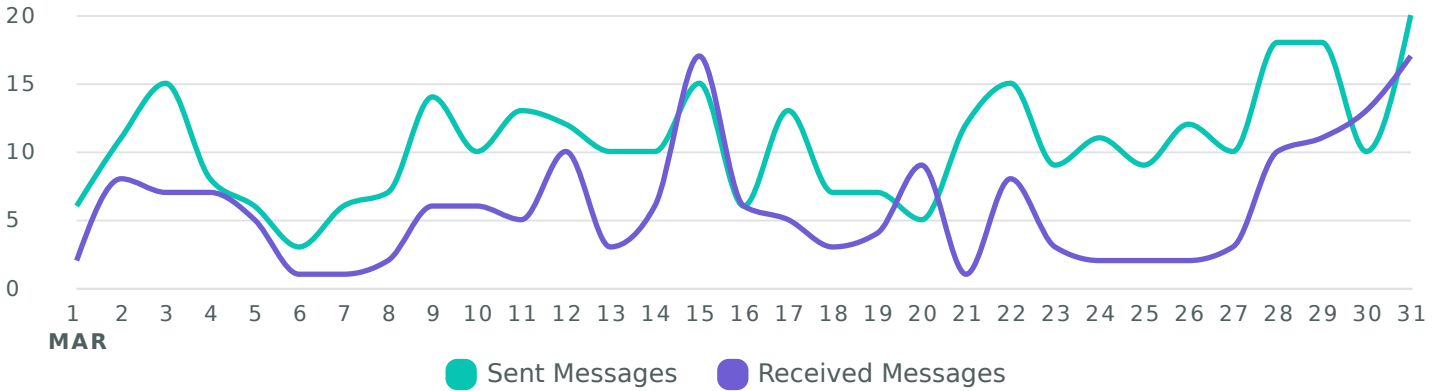


Audience Metrics	Totals	% Change
Total Audience	4,464	↗ 2.7%
Total Net Audience Growth	117	↗ 39.3%
Twitter Net Follower Growth	14	↗ 40%
Facebook Net Page Likes	50	↗ 212.5%
Instagram Net Follower Growth	42	↗ 16.7%
LinkedIn Net Follower Growth	9	↘ 57.1%
YouTube Net Subscriber Growth	2	↗ 100%

Message Volume

Review the volume of sent and received messages across networks during the selected time period.

Messages per Day



Sent Messages Metrics	Totals	% Change
Total Sent Messages	328	↗ 68.2%
Twitter Sent Messages	95	↗ 53.2%
Facebook Sent Messages	123	↗ 75.7%
Instagram Sent Messages	49	↗ 2.1%
LinkedIn Sent Messages	61	↗ 306.7%
YouTube Sent Messages	0	→ 0%

Message Volume

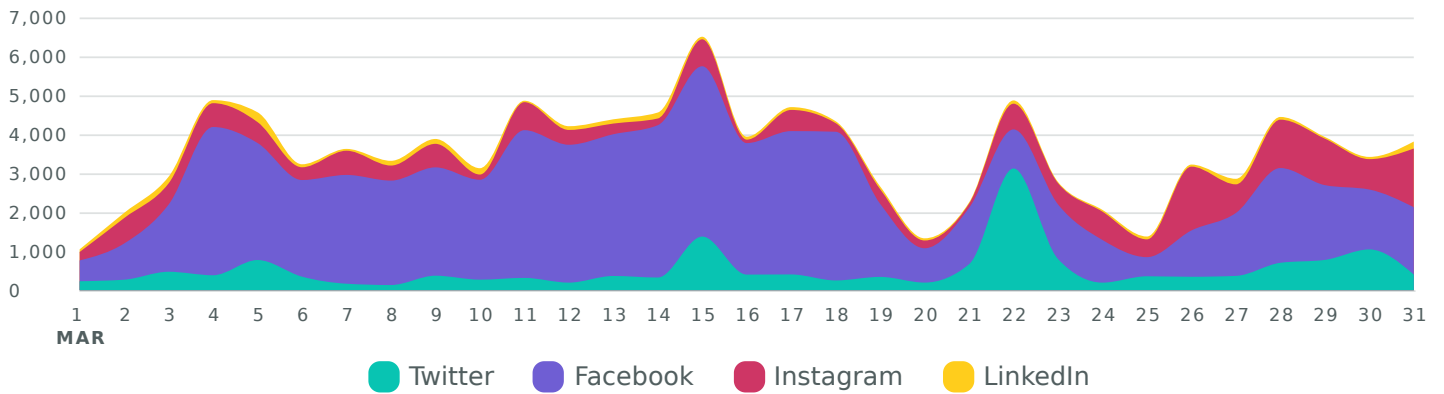
Review the volume of sent and received messages across networks during the selected time period.

Received Messages Metrics	Totals	% Change
Total Received Messages	185	↗ 17.8%
Twitter Received Messages	76	↗ 35.7%
Facebook Received Messages	76	↗ 55.1%
Instagram Received Messages	31	↘ 35.4%
LinkedIn Received Comments	2	↘ 50%

Impressions

Review how your content was seen across networks during the reporting period.

Impressions, by Day

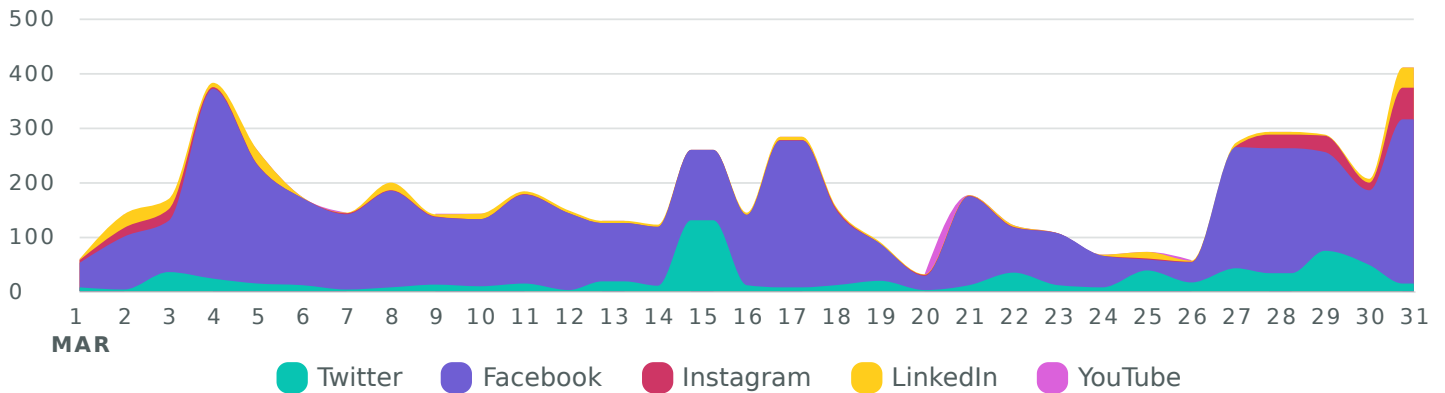


Impression Metrics	Totals	% Change
Total Impressions	109,120	↗ 27.3%
Twitter Impressions	16,390	↗ 34.7%
Facebook Impressions	72,022	↗ 34.6%
Instagram Impressions	17,880	↗ 5.8%
LinkedIn Impressions	2,828	↘ 9.6%

Engagement

See how people are engaging with your posts during the reporting period.

Engagements, by Day

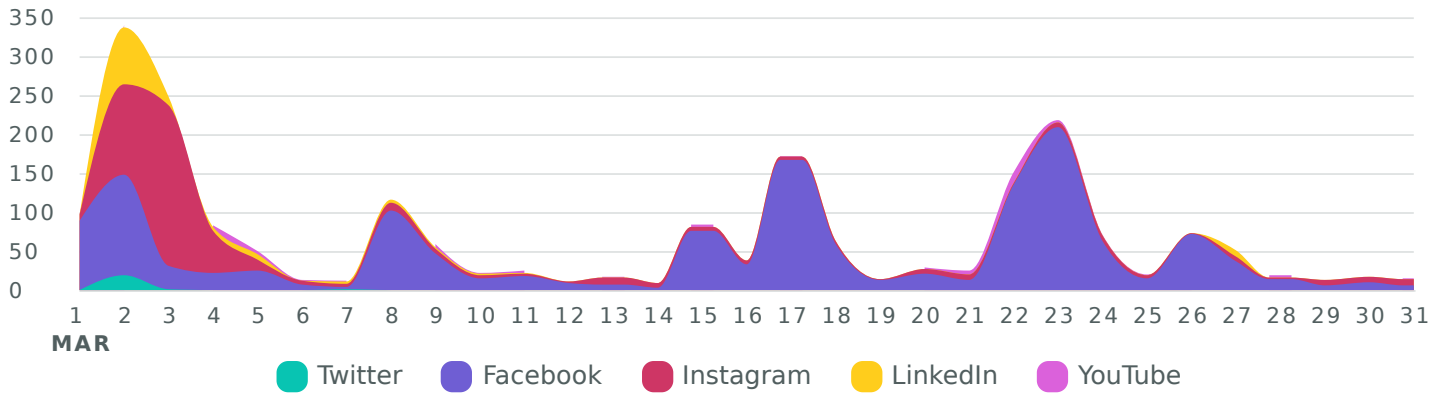


Engagement Metrics	Totals	% Change
Total Engagements	5,420	↗ 18.9%
Twitter Engagements	676	↗ 75.6%
Facebook Engagements	4,328	↗ 31.7%
Instagram Engagements	191	↘ 67.9%
LinkedIn Engagements	223	↘ 23.1%
YouTube Engagements	2	↘ 33.3%
Engagement Rate (per Impression)	5.0%	↘ 6.6%

Video Views

Review how your videos were viewed across networks during the reporting period.







Video Views, by Day



Video Views Metrics	Totals	% Change
Video Views	2,176	↗ 41.7%
Twitter Video Views	21	↗ 320%
Facebook Video Views	1,455	↗ 41%
Instagram Post Video Views	529	↗ 21.3%
LinkedIn Video Views	116	↗ 3,766.7%
YouTube Video Views	55	↘ 8.3%

Profiles

Review your aggregate profile and page metrics from the reporting period.

Profile [▲]	Audience	Net Audience Growth	Published Posts	Impressions	Engagements	Engagement Rate (per Impression)	Video Views
Reporting Period Mar 1, 2022 - Mar 31, 2022	4,464 ↗ 2.7%	117 ↗ 39.3%	318 ↗ 71.9%	109,120 ↗ 27.3%	5,420 ↗ 18.9%	5% ↘ 6.6%	2,176 ↗ 41.7%
Compare to Feb 1, 2022 - Feb 28, 2022	4,346	84	185	85,724	4,559	5.3%	1,536
 @NorthBayVillage	1,018	14	94	16,390	676	4.1%	21
 Helen Roldan	—	0	—	N/A	—	N/A	—
 North Bay Village	1,365	50	116	72,022	4,328	6%	1,455
 North Bay Village	420	9	61	2,828	223	7.9%	116
 North Bay Village	35	2	—	N/A	2	N/A	55
 northbayvillagefl	1,626	42	47	17,880	191	1.1%	529




Post Performance


March 2022

Review the lifetime performance of the posts you published during the publishing period.


Included in this Report

 @NorthBayVillage

 North Bay Village

 northbayvillagefl

 North Bay Village

 **North Bay Village**
Sat 3/12/2022 5:45 pm EST

Fraud Prevention Workshop for Seniors 🌸
🌸 Join us at our upcoming Workshop with NBV Detective Tom Columbano. Free foo...


North Bay Village

WITH
DETECTIVE TOM COLUMBANO

TUESDAY MARCH 22, 2022
11:00 AM - 12:30 PM
VILLAGE HALL
1666 KENNEDY CAUSEWAY, 1ST FLOOR
NORTH BAY VILLAGE, FL 33141


Food and refreshments will be provided. Space is limited! RSVP by signing up at nbv.eventbrite.com or by contacting Helen Roldan, NBV Director of Communications & Special Events at hrolidan@nbvillage.com

Impressions **10,905**

 **North Bay Village**
Thu 3/3/2022 8:47 pm EST

Harbor Island Parking Program (HIPP)
Quick Facts: ✅ On 3/1, the Village launched a new parking system for HI...

Harbor Island Parking | North Ba...



Impressions **10,681**

 **North Bay Village**
Thu 3/10/2022 7:02 am EST

🌸🌸 Nominate a North Bay Village Woman of Distinction! 🌸🌸 In celebration of Women's History Month, join us as we...

NBV Woman of Distinction Nomi...

Month.

Nominate a woman in the categories listed below to be recognized as a North Bay Village Woman of Distinction Award recipient.

Women who **live, work, or volunteer** in North Bay Village may be nominated for the following categories:

- **Business Leader:** A woman who has achieved success in the corporate or entrepreneurial world. She is an innovator and has contributed to a thriving business/industry and the economic vitality of the greater Miami-Dade community.
- **Mentorship & Education:** A woman who guides, teaches, and supports others to grow and attain the skills required to make a difference in the world.
- **Government & Community:** A woman who has shown a commitment to public service excellence and to improving the lives of others in the community.
- **NBV Super Mom:** An exemplary mother who successfully manages to nurture children while also making an impact in the community.

All nominations for the North Bay Village Woman of Distinction Award are due by March 17, 2022 by 5:00 pm to Helen Roldan at hrolidan@nbvillage.com.

Impressions **9,166**



@NorthBayVillage
Tue 3/22/2022 2:00 pm EDT

NBV Announcement - A single lane on Kennedy Causeway will be closed temporarily tomorrow afternoon while...

NBV ANNOUNCEMENT

Sewer Main Repair

Afternoon Single Lane Closure on 79th Street
March 23

Please be advised there will be a lane closure on Wednesday afternoon, March 23rd, for the North lane of Westbound traffic on NE 79th Street. The single lane will be closed for about 2 hours starting at 5 pm while crews make repairs to the sewer main that ruptured Saturday. The contractor will close one (1) out of the three (3) lanes during this time.

Impressions **3,643**



North Bay Village
Sun 3/27/2022 5:54 pm EDT

Julia Da Silva is missing. If you have any information on her whereabouts, please call NBV Police at (305) 758-2626

MISSING

SPECIAL ATTENTION LGBTQ COMMUNITY

FLYER # 2022-008
North Bay Village Case: 2022-13495
Date: March 27, 2022

JOAO "JULIA" DA SILVA

Joao was last seen leaving her residence in North Bay Village by family members on Thursday, March 24, 2022 at 11:00 AM. Joao is a transgender female that frequents the Miami, Miami Beach and Wilton Manors LGBTQ communities.

Impressions **2,851**



North Bay Village
Thu 3/10/2022 8:43 pm EST

NBV Announcement Please be advised there will be nighttime lane closures from March 14-March 18 on the West 79th...


NBV ANNOUNCEMENT



West 79th Street Bridge

Nighttime Lane Closures
March 14-March 18

Please be advised there will be nighttime lane closures for NE 79th Street Bridge East of North Bay Island and West of Treasure Island from Monday, March 14th to Friday, March 18th between 9:30 pm and 5:00 am each night for maintenance deck repairs. Specifically, FDOT will be repairing delaminated headers and paint corroded sidewalk cover plates. The contractor will close two (2) out of the three (3) lanes during this time.

Impressions **2,317**

 **North Bay Village**
Thu 3/3/2022 7:17 am EST




Fraud Prevention Workshop for Seniors 
 Join us at our upcoming Workshop with NBV Detective Tom Columbano. Free foo...

North Bay Village, Florida


WITH
DETECTIVE TOM COLUMBANO

FRAUD PREVENTION

TUESDAY MARCH 22, 2022
11:00 AM - 12:30 PM
VILLAGE HALL
1666 KENNEDY CAUSEWAY, 1ST FLOOR
NORTH BAY VILLAGE, FL 33141


Food and refreshments will be provided. Space is limited! RSVP by signing up at nbv.eventbrite.com or by contacting Helen Roldan, NBV Director of Communications & Special Events at    

Impressions **2,236**


 **@NorthBayVillage**
Tue 3/15/2022 8:27 am EDT

Eastbound traffic on Kennedy Causeway is restricted due to a roll over crash. Traffic is being redirected towards Miami at Pelica...

NBV ANNOUNCEMENT




Eastbound traffic on The Kennedy Causeway is restricted due to a roll over crash. Traffic is being redirected towards Miami at Pelican Harbor. No traffic is permitted to enter NBV eastbound at this time.
Expect Delays.



Impressions **1,209**

 **North Bay Village**
Thu 3/31/2022 1:02 pm EDT

On this last day of Women's History Month, we are so proud to recognize the 2022 NBV Women of Distinction, nominated b...





Impressions **1,190**

 **North Bay Village**
 Fri 3/11/2022 4:29 pm EST

Please join us for this upcoming Town Hall to discuss the development of a municipal complex on the former Sakura site on...




Town Hall Meeting - Development of Municipal Complex with Mixed-Use Components (Sakura)

Thursday, March 17, 2022 | 6:00 p.m.
 In-Person (Village Hall) & Virtual

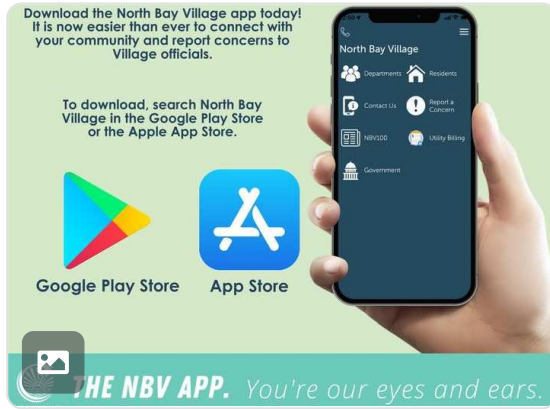
How to Participate:

- In-Person:** 1656 Kennedy Causeway #101
 There is limited capacity. Attendees are encouraged to wear a mask and practice social distancing.
- Watch from Home:** Via Facebook Live and Local Channel 661.
- Via Email:** Public comments will be accepted until 5:00 p.m. on 3/17/2022 and should be sent to publiccomment@nbvillage.com
- Via Zoom:** Meeting ID: 823 7714 0201
 Passcode: 111209
- Listen over the Phone:** Dial: 1(929)205-6099
 Meeting ID: 823 7714 0201
 Passcode: 111209
- View the agenda before the meeting:** Visit: www.bit.ly/NBVAgendas

Impressions **1,172**

 **North Bay Village**
 Mon 3/21/2022 12:29 pm EDT

Download the North Bay Village app today! It is now easier than ever to connect with your community and report concerns to...




Download the North Bay Village app today! It is now easier than ever to connect with your community and report concerns to Village officials.

To download, search North Bay Village in the Google Play Store or the Apple App Store.

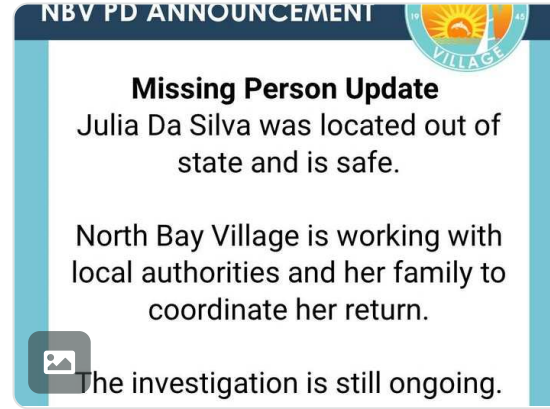
Google Play Store App Store

THE NBV APP. You're our eyes and ears.

Impressions **1,130**

 **North Bay Village**
 Tue 3/29/2022 9:12 pm EDT

NBV PD Update: Julia Da Silva was located out of the state and is safe. North Bay Village is working with local authorities a...



NBV PD ANNOUNCEMENT

Missing Person Update
 Julia Da Silva was located out of state and is safe.

North Bay Village is working with local authorities and her family to coordinate her return.

The investigation is still ongoing.

Impressions **1,091**



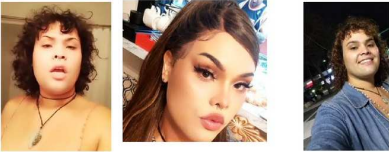
@NorthBayVillage
Tue 3/29/2022 2:28 pm EDT

ATTN: Missing Person Update - JULIA DA SILVA Please contact The North Bay Village Police Department at (305)758-2626 if y...

MISSING PERSON
UPDATE

SPECIAL ATTENTION LGBTQ COMMUNITY

FLYER # 2022-008
North Bay Village Case: 2022-13495
Date: March 28, 2022



JULIA DA SILVA

Julia is a transgender female who has been missing since Thursday, March 24, 2022 from North Bay Village. She was possibly seen recently in the area of SW 184 Street and South Dixie Highway wearing a black skirt and black tank top. She is approximately 5'11 and weight 200 lbs. Julia's birth name is Joao Da Silva and she is 23 years old.

Impressions **1,030**



@NorthBayVillage
Fri 3/4/2022 4:35 pm EST

Innovative NBV! 🚁 Recently, our Marine Patrol Unit, with the assistance of MDPD, conducted an assessment of vessels...



Impressions **913**




North Bay Village
Fri 3/4/2022 4:35 pm EST


Innovative NBV! 🚁 Recently, our Marine Patrol Unit, with the assistance of the Miami-Dade Police Department, conduct...



Impressions **883**

 **northbayvillagefl**
Wed 3/2/2022 3:18 pm EST

Great news, homeowners! 🏡 After tireless work from the Village Commission and staff, NBV has officially been granted...



Impressions **881**

 **North Bay Village**
Thu 3/31/2022 5:30 pm EDT

Stormwater Master Plan Project Update 💧 #DidYouKnow? The Village is developing a Stormwater Master Plan (SWMP) to asse...

projections and state-of-the-art modeling tools.

A stormwater system is designed to direct, collect, and drain rainwater away from roads, buildings, and public areas to limit flooding in the event of rain and storms. It is composed of a series of interconnected infrastructure components. These include underground pipes, storm drain inlets, pump stations, and swales all working together to comprise the overall system.

STATUS UPDATE:
North Bay Village prioritizes community engagement and outreach efforts are ongoing to solicit community feedback, as it will be essential to help inform the development of the SWMP. An interactive and electronic Flood Mapping tool was created to allow citizens to specify their experienced flooding and severity, and provide additional comments. The Electronic Flooding Map is intended to help the project team better identify flooding problem areas that the Village is experiencing.

TO PROVIDE FEEDBACK, PLEASE VISIT: bit.ly/NBVStormwater


Up to now, some of the completed tasks include:

- Data Collection and Evaluation
- Existing Conditions H&H and Water Quality Modeling
- Future Conditions H&H Modeling without Projects
- Identification/Ranking of Sub-basin for Existing/Future Conditions SWMP Projects




GET INVOLVED, ATTEND OUR NEXT MEETING!

Impressions **843**

 **North Bay Village**
Thu 3/10/2022 6:00 pm EST

Movie Night at the Park: The Luck of the Irish Bring a blanket or a lawn chair and join us for a movie night under the stars...




Free Popcorn!

MOVIE NIGHT AT THE PARK


Bring a blanket or a lawn chair and join us for a movie night under the stars!

Saturday, March 26, 2022


Impressions **824**

 **northbayvillagefl**
Thu 3/31/2022 1:02 pm EDT

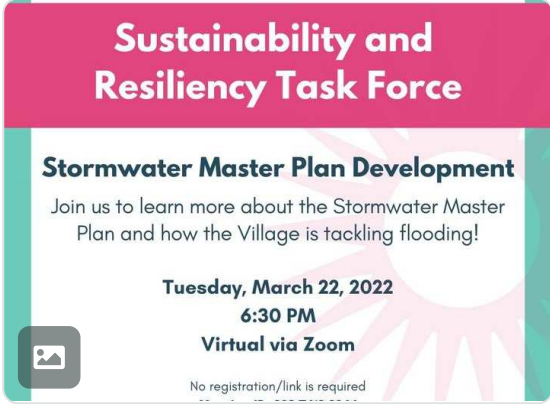
On this last day of Women’s History Month, we are so proud to recognize the 2022 NBV Women of Distinction, nominated b...




Impressions **775**



 **North Bay Village**
Fri 3/18/2022 4:46 pm EDT


Join us to learn more about the Stormwater Master Plan and how the Village is tackling flooding! Tuesday, March 22, 2022 6:30 ...



Impressions **738**

 **North Bay Village**
Sat 3/5/2022 6:02 pm EST

Fraud Prevention Workshop for Seniors 
 Join us at our upcoming Workshop with NBV Detective Tom Columbano. Free foo...



Impressions **725**



f North Bay Village
Thu 3/31/2022 5:41 pm EDT

Creating a safer Causeway for everyone!
Join us at our upcoming Town Hall for
Kennedy Causeway Complete Streets...

PROJECT DESCRIPTION

Starting in 2019, NBV began to re-envision the physical design of our community, with an eye toward making the village more livable, prosperous, and resilient. We are currently in the planning phase to make Kennedy Causeway a boulevard that better serves the Village's core, prioritizing safety for pedestrians, bicyclists, transit riders, and drivers. The Village aims to support economic growth by making the corridor a more attractive place for businesses and promoting a healthy network where people can exercise comfortably.



Design concept for Kennedy Causeway

The Kennedy Causeway is not just a state road, it is NBV's main street. The purpose of the Causeway study is to analyze the feasibility of turning the FDOT-designed Causeway into a grand boulevard and a complete street. A Complete Street is designed to make communities more livable by making it safer to travel and to cross the street, access businesses, and take public transportation.

GET INVOLVED! ATTEND OUR NEXT MEETING!

Join us and share your thoughts on how the Causeway can be redesigned to improve your quality of life!

The Town Hall will provide an overview of four design concepts for consideration for the Kennedy Causeway redesign.

Thursday, April 7, 2022 | 6:00 p.m.

Impressions

656



instagram northbayvillagefl
Mon 3/28/2022 4:51 pm EDT

bicycle ICYMI: Thank you to Miami-Dade County Commissioner Sally Heyman for donating an electric bike to the NBV Police...



Impressions

654



f North Bay Village
Tue 3/8/2022 9:00 pm EST

flower star Nominate a North Bay Village Woman of Distinction! **flower star** In celebration of Women's History Month, join us as we...

to honor and recognize women throughout NBV for their accomplishments and contributions as we celebrate Women's History Month.

Nominate a woman in the categories listed below to be recognized as a North Bay Village Woman of Distinction Award recipient.

Women who live, work, or volunteer in North Bay Village may be nominated for the following categories:

- **Business Leader:** A woman who has achieved success in the corporate or entrepreneurial world. She is an innovator and has contributed to a thriving business/industry and the economic vitality of the greater Miami-Dade community.
- **Mentorship & Education:** A woman who guides, teaches, and supports others to grow and attain the skills required to make a difference in the world.
- **Government & Community:** A woman who has shown a commitment to public service excellence and to improving the lives of others in the community.
- **NBV Super Mom:** An exemplary mother who successfully manages to nurture children while also making an impact in the community.

Impressions

618



North Bay Village
Tue 3/22/2022 2:00 pm EDT

NBV Announcement - A single lane on Kennedy Causeway will be closed temporarily tomorrow afternoon while...



Impressions

585



North Bay Village
Sat 3/12/2022 2:45 pm EST

Did you know? The Village has adopted many new financial policies and best practices to ensure we are securing your...



Impressions

581



North Bay Village
Fri 3/4/2022 6:00 pm EST

Movie Night at the Park: The Luck of the Irish Bring a blanket or a lawn chair and join us for a movie night under the stars...



Impressions

570



@NorthBayVillage
Mon 3/21/2022 12:29 pm EDT

Download the North Bay Village app today! It is now easier than ever to connect with your community and report concerns to...

Download the North Bay Village app today! It is now easier than ever to connect with your community and report concerns to Village officials.

To download, search North Bay Village in the Google Play Store or the Apple App Store.

THE NBV APP. You're our eyes and ears.

Impressions **563**



North Bay Village
Fri 3/11/2022 3:22 pm EST

Join our community partner, the City of Miami Beach, for a Say Gay rally at Pride Park this Sunday. #SayGayAnyway...

Harvey Milk Way (16th Street) and Convention Center Drive, Miami Beach
MIAMI BEACH

Impressions **532**



North Bay Village
Tue 3/15/2022 8:27 am EDT

Eastbound traffic on Kennedy Causeway is restricted due to a roll over crash. Traffic is being redirected towards Miami at Pelica...

NBV ANNOUNCEMENT

Eastbound traffic on The Kennedy Causeway is restricted due to a roll over crash. Traffic is being redirected towards Miami at Pelican Harbor. No traffic is permitted to enter NBV eastbound at this time.
Expect Delays.


Impressions **524**

 **northbayvillagefl**
Tue 3/29/2022 3:15 pm EDT

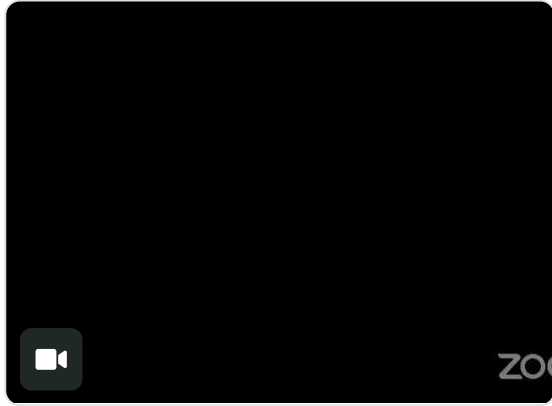
It was a pleasure to be joined at Village Hall by the Honorary Vice Consul Beata Pasyzc of the Polish General Consulate i...




Impressions **512**

 **North Bay Village**
Tue 3/22/2022 6:25 pm EDT

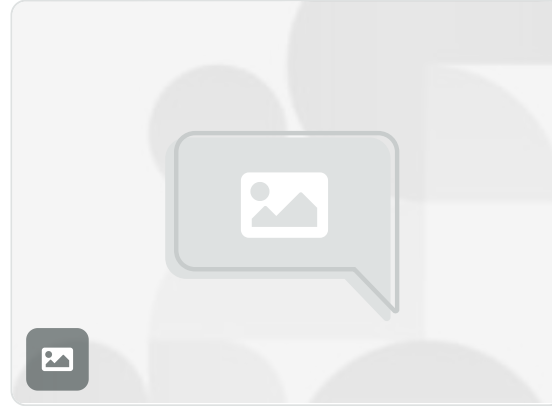
NBV Sustainability & Resilience Task Force Zoom Meeting




Impressions **510**

 **North Bay Village**
Tue 3/29/2022 2:28 pm EDT

ATTN: Missing Person Update - JULIA DA SILVA Please contact The North Bay Village Police Department at (305)758-2626 if y...



Impressions **476**

 **North Bay Village**
 Mon 3/28/2022 5:10 pm EDT


Attn: Harbor Island residents


Parking Citations on Harbor Island


Harbor Island residents: If you purchased a digital parking permit and received a parking citation between Sunday, March 27, and Monday, March 28, please email Leo Cosio at lcosio@nbvillage.com with a picture of your citation.

The parking permit system suffered a technical glitch over the weekend. The Village will void the citations of residents with digital parking permits

Impressions 476

 **North Bay Village**
 Sat 3/26/2022 7:41 am EDT


 **PARKING** will be suspended in specific sections on Harbor Island due to the restriping of parking stalls and the...




PARKING will be suspended in specific sections on Harbor Island due to the restriping of parking stalls and the replacement of damaged wheel stops. Overflow parking is available at the Sakura Lot (1335 79th St Causeway) to residents during this time.

If you have any questions, please contact Meagan Cook, North Bay Village Public Works Superintendent, at MCook@nbvillage.com or at (305)756-7171.

Impressions 473

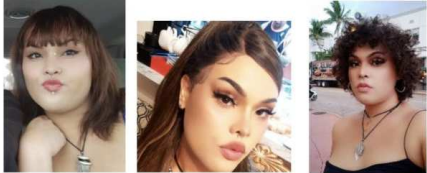
 **@NorthBayVillage**
 Sun 3/27/2022 5:54 pm EDT

Joao “Julia” Da Silva is missing. If you have any information on her whereabouts, please call NBV Police at 305-758-2626 

MISSING

SPECIAL ATTENTION LGBTQ COMMUNITY


FLYER # 2022-008
 North Bay Village Case: 2022-13495
 Date March 27, 2022



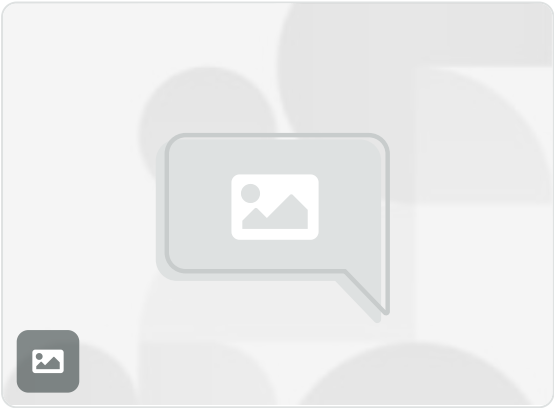
JOAO "JULIA" DA SILVA

Joao was last seen leaving her residence in North Bay Village by family members on Thursday, March 24, 2022 at 11:00 AM. Joao is a transgender female that frequents the Miami, Miami Beach and Wilton Manors LGBTQ communities.


Impressions 467

 **North Bay Village**
Thu 3/3/2022 5:31 pm EST


Island Walk Fact Sheet 🌴 North Bay Village is becoming a more livable destination by creating opportunities for residents to...




Impressions **464**

 **North Bay Village**
Sat 3/19/2022 7:05 pm EDT

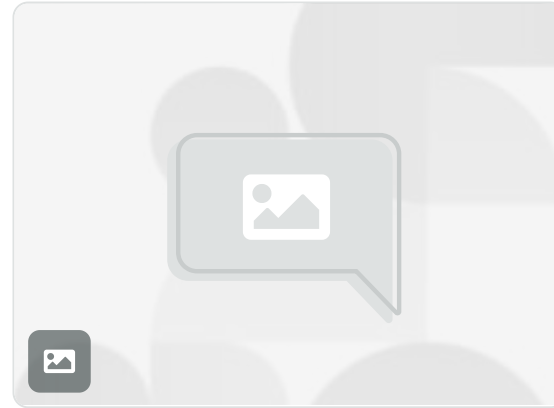
Fraud Prevention Workshop for Seniors 📢
📢 Join us at our upcoming Workshop with NBV Detective Tom Columbano. Free foo...




Impressions **434**

 **North Bay Village**
Thu 3/10/2022 12:14 pm EST

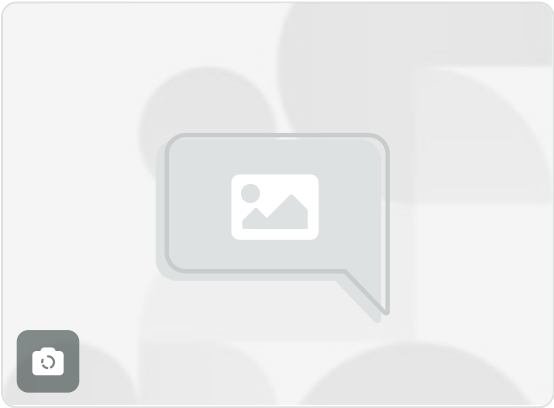
Join Commissioner Streitfeld for walking office hours through North Bay Village to discuss what's on your mind! 🚶🏻‍♂️ 📢 17...




Impressions **394**

N  **northbayvillagefl**
 Fri 3/25/2022 1:02 pm EDT

@NBVRACHEL @WILMOTHMARVIN
 @BRENT_IS_YOUR_MAYOR
 @MISSJULIANNA CLARE AFTER BEFORE...



Impressions **374**

 **f** **North Bay Village**
 Thu 3/24/2022 1:50 pm EDT

Please keep yourself informed on the symptoms & preventative measures of the Canine Infectious Respiratory Disease...


What is CIRDC? A highly contagious disease that causes acute or chronic inflammation in the upper respiratory system.


What can you do to protect your dog from CIRDC?


- Avoid direct contact with other dogs
- Avoid indirect contact with dogs displaying signs of illness
- Avoid extreme temperatures, humidity, and areas of poor ventilation
- Reduce stress and fearful situations
- Ensure your dog is up to date on vaccines

For more information visit:


Impressions **351**

 **f** **North Bay Village**
 Mon 3/28/2022 4:12 pm EDT

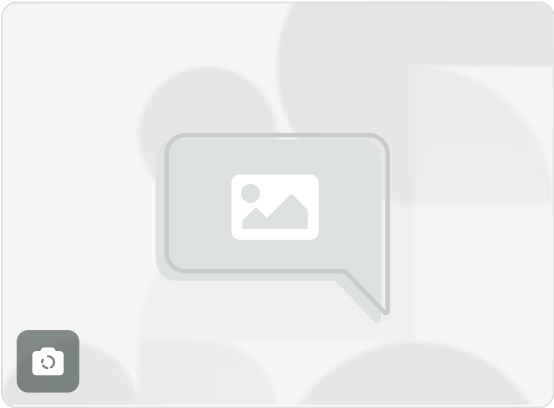
 ICYMI: Thank you to Miami-Dade County Commissioner Sally Heyman for donating an electric bike to the NBV Police...




Impressions **346**

N  **northbayvillagefl**
Tue 3/15/2022 8:28 am EDT

@brent_is_your_mayor @wilmothmarvin
@nbvrachel @missjuliannaclare



Impressions **344**

 **f** **North Bay Village**
Wed 3/9/2022 8:54 pm EST

Small Business Spotlight: Bravo Health Care Center in NBV 📍 "We are so proud to serve this community for the last 10..."

SMALL BUSINESS SPOTLIGHT - B...



Impressions **344**

 **f** **North Bay Village**
Sat 3/12/2022 9:16 am EST

🌸📌 Nominate a North Bay Village Woman of Distinction! 🌸📌 In celebration of Women's History Month, join us as we...


to honor and recognize women throughout NBV for their accomplishments and contributions as we celebrate Women's History Month.

Nominate a woman in the categories listed below to be recognized as a North Bay Village Woman of Distinction Award recipient.


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- **Mentorship & Education:** A woman who guides, teaches, and supports others to grow and attain the skills required to make a difference in the world.
- **Government & Community:** A woman who has shown a commitment to public service excellence and to improving the lives of others in the community.
- **NBV Super Mom:** An exemplary mother who successfully manages to nurture children while also making an impact in the community.

Impressions **304**

 **North Bay Village**
Wed 3/23/2022 9:02 am EDT

Make a difference in your community!
Positions are available on the following
Village Boards: - Animal Control Advisory...




ARE YOU UP TO THE TASK?
Join a Village Advisory Board!

Spots are open on the following Boards:

- Animal Control Advisory Board (1)
- Planning & Zoning Board - Alternate (1)

Learn more and apply:
northbayvillage-fl.gov/advisory-boards/

Impressions **299**

 **northbayvillagefl**
Sat 3/26/2022 7:21 am EDT

@brent_is_your_mayor @wilmothmarvin
@nbvrachel @missjuliannaclare

Impressions **296**

 **North Bay Village**
Wed 3/2/2022 8:17 pm EST


Harbor Island Parking Program (HIPP)
Quick Facts: On 3/1, the Village
launched a new parking system for HI...

LEGACY BUILDINGS
Residents of these buildings qualify for parking permits under the new program. These buildings were built with fewer parking spaces per bedroom. (Note: Most non-legacy buildings have at least one space per bedroom. Any remaining permits will be sold to non-legacy buildings.)


Legacy Buildings on East Drive	Legacy Buildings on West Drive
• 7002/7101 East Dr. (Theater Condos)	• 7011 West Dr.
• 7020 East Dr. (Blue Sky Condos)	• 7025 or West Dr. (Serenity)
• 7021 East Dr. (The Lakes)	• 7032 West Dr. (Santor West)
• 7027/7030 East Dr.	• 7037 West Dr.
• 7000 East Dr. (River Inn Apartments)	• 7047 West Dr.
• 7075 East Dr. (Blue View Village)	• 7026 West Dr. (Santora Club)
• 7028 East Dr. (Pinnacle)	• 7035 West Dr. (Ocean Bay Towers)
• 7048 East Dr. (Blue Water Condos)	• 7037 West Dr. (West Bay Villas)
• 7048 East Dr. (Maple Hill)	

ANNUAL PARKING FEES
The Village sells parking permits to buildings on Harbor Island at the prices listed below. Buildings are responsible for selling the permits to residents.


Impressions **295**

 **North Bay Village**
Sun 3/27/2022 10:42 pm EDT


🚧🚧 Reminder 🚧🚧 Restriping will take place this week on WEST DRIVE. Overflow parking is being made available at 1335...



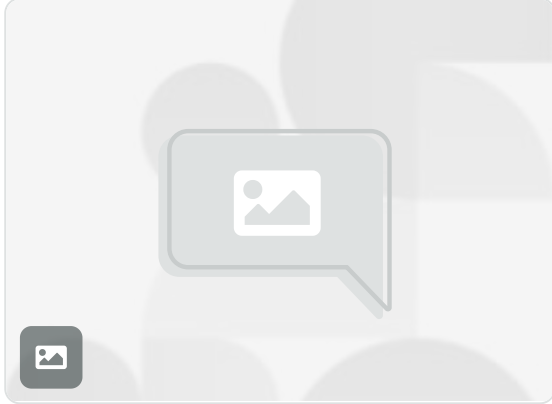
PARKING will be suspended in specific sections on Harbor Island due to the restriping of parking stalls and the replacement of damaged wheel stops. Overflow parking is available at the Sakura Lot (1335 79th St Causeway) to residents during this time.

 If you have any questions, please contact Meagan Cook, North Bay Village Public Works Superintendent, at MCook@nbvillage.com or at (305)756-7171.


Impressions **293**

 **North Bay Village**
Mon 3/14/2022 11:22 am EDT


Please join us for this upcoming Town Hall to discuss the development of a municipal complex on the former Sakura site on...




Impressions **290**

 **North Bay Village**
Tue 3/1/2022 7:36 pm EST

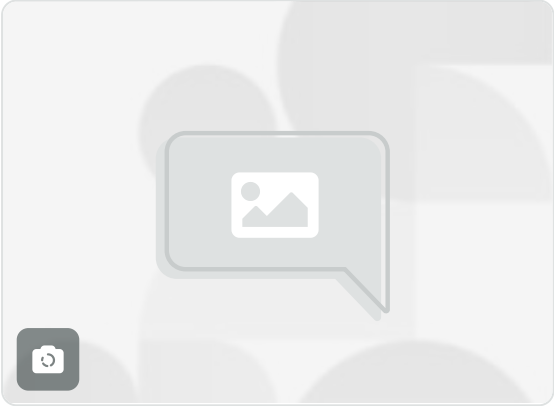
Great news, homeowners! 🏡 After tireless work from the Village Commission and staff, NBV has officially been granted...




Impressions **287**

N  **northbayvillagefl**
Tue 3/29/2022 9:03 pm EDT

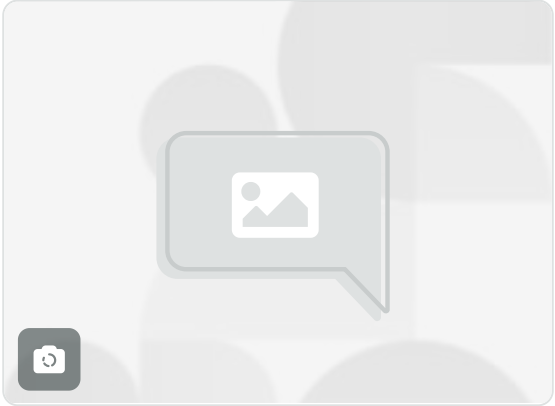
UPDATE: Julia has been found safe!
@brent_is_your_mayor @missjuliannaclare
@wilmothmarvin @nbvrachel




Impressions **270**

N  **northbayvillagefl**
Sat 3/26/2022 7:42 am EDT

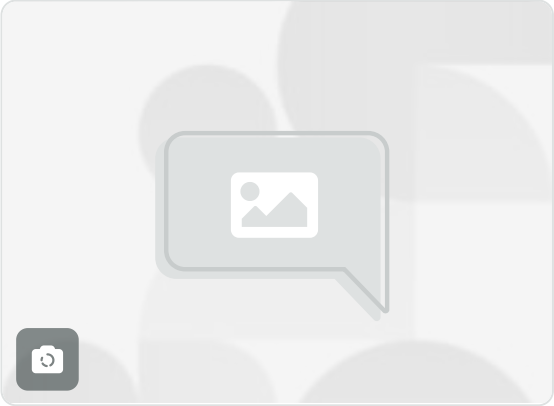
@brent_is_your_mayor @wilmothmarvin
@nbvrachel @missjuliannaclare




Impressions **270**

N  **northbayvillagefl**
Tue 3/29/2022 2:29 pm EDT

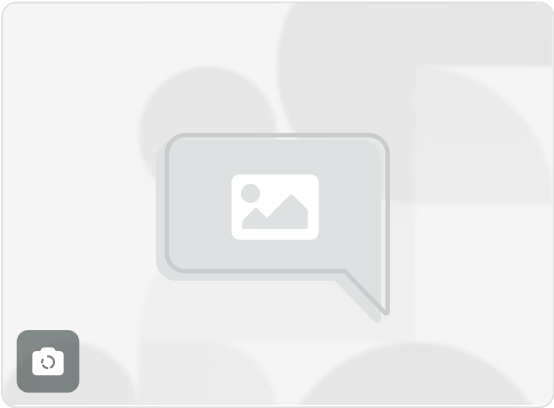
@brent_is_your_mayor @missjuliannaclare
@wilmothmarvin @nbvrachel




Impressions **269**

N  **northbayvillagefl**
Sat 3/19/2022 11:54 am EDT

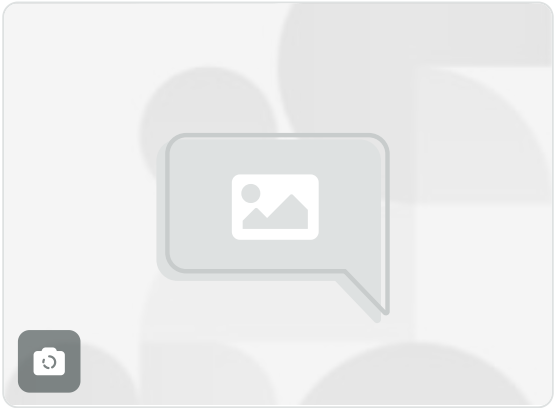
@brent_is_your_mayor @missjuliannaclare
@nbvrachel @wilmothmarvin




Impressions **267**

N  **northbayvillagefl**
Sat 3/26/2022 7:42 am EDT

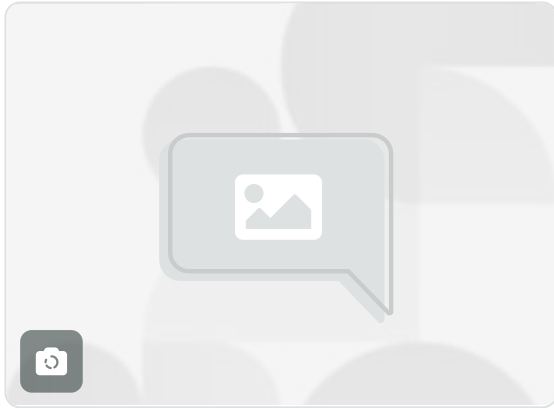
@brent_is_your_mayor @wilmothmarvin
@nbvrachel @missjuliannaclare




Impressions **257**

N  **northbayvillagefl**
Tue 3/15/2022 12:16 pm EDT

@brent_is_your_mayor @wilmothmarvin
@nbvrachel @missjuliannaclare



Impressions **257**

 **@NorthBayVillage**
Tue 3/29/2022 9:12 pm EDT

NBV PD Update: Julia Da Silva was located out of state and is safe. North Bay Village is working with local authorities and her...


NBV PD ANNOUNCEMENT

Missing Person Update
Julia Da Silva was located out of state and is safe.

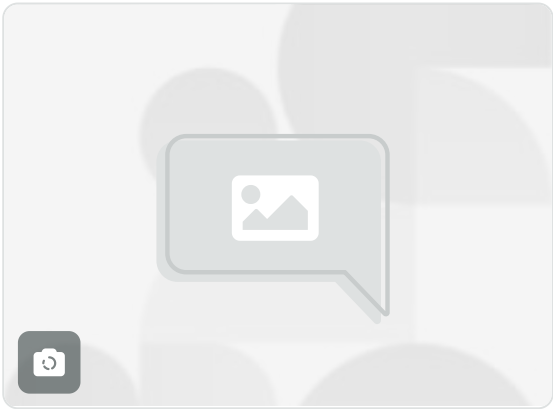
North Bay Village is working with local authorities and her family to coordinate her return.

The investigation is still ongoing.


Impressions **256**

 **northbayvillagefl**
Sun 3/27/2022 5:47 pm EDT

IF YOU HAVE ANY INFORMATION ABOUT THIS MISSING PERSON PLEASE CONTACT NBV POLICE @NBC6 @WSVN @CBSMIAM...



Impressions **255**

 **North Bay Village**
Tue 3/8/2022 6:20 pm EST

NBV Soccer Programs during the school year ⚽ After-School Soccer 📅 Every Tuesday & Thursday 🕒 3:30 - 5:00 pm 📍

Soccer Program


Tues. And Thurs. from 3:30 - 5:00 pm
Vogel Park
7920 West Drive
North Bay Village, FL 33141

Kids ages 5-12 are welcome to join our after-school soccer program on Tuesdays and Thursdays throughout the 2021-2022 school year right here in NBV!


FREE for NBV Residents!



Impressions **252**

 **North Bay Village**
 Mon 3/14/2022 5:28 pm EDT

Make a difference in your community!
 Positions are available on the following
 Village Boards: - Animal Control Advisory...



North Bay Village
 HEART OF THE BAY


ARE YOU UP TO THE TASK?
 Join a Village Advisory Board!

Spots are open on the following Boards:


- Animal Control Advisory Board (2)
- Planning & Zoning Board - Alternate (1)

Learn more and apply:
northbayvillage-fl.gov/advisory-boards/


Impressions **251**

 **northbayvillagefl**
 Sat 3/26/2022 7:43 am EDT


@brent_is_your_mayor @wilmothmarvin
 @nbvrachel @missjuliannaclare




Impressions **249**

 **North Bay Village**
 Wed 3/2/2022 7:12 pm EST

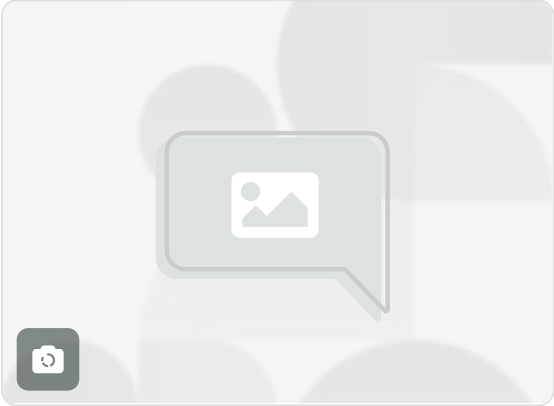
💡 DYK: Roadway improvements on
 Treasure Island and North Bay Island will
 include the following specialized feature...




Impressions **248**

N  **northbayvillagefl**
Wed 3/9/2022 12:20 pm EST

Thursday's Meeting Location 📍 Cutlass Ave & North Treasure Drive



Impressions **246**

 **f** **North Bay Village**
Mon 3/28/2022 1:50 pm EDT

Please keep yourself informed on the symptoms & preventative measures of the Canine Infectious Respiratory Disease...


What is CIRDC? A highly contagious disease that causes acute or chronic inflammation in the upper respiratory system.


What can you do to protect your dog from CIRDC?

- Avoid direct contact with other dogs
- Avoid indirect contact with dogs displaying signs of illness
- Avoid extreme temperatures, humidity, and areas of poor ventilation
- Reduce stress and fearful situations
- Ensure your dog is up to date on vaccines


For more information visit:

Impressions **245**

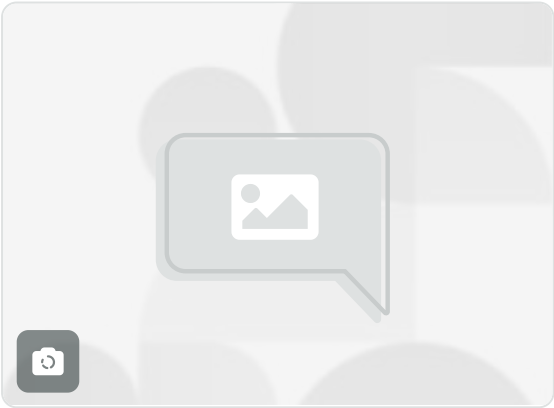
 **f** **North Bay Village**
Wed 3/16/2022 8:33 pm EDT




Impressions **245**

N  **northbayvillagefl**
Sun 3/27/2022 9:18 pm EDT

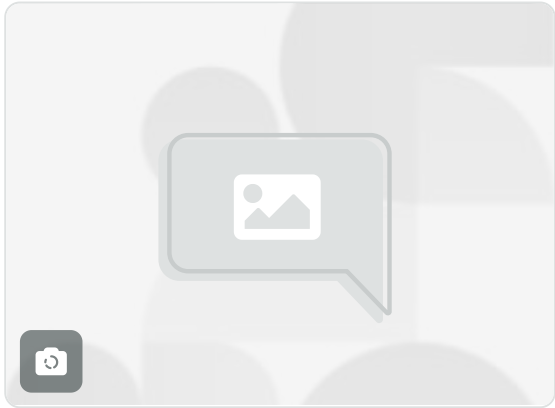
@brent_is_your_mayor @missjuliannaclare
@wilmothmarvin @nbvrachel





Impressions **242**

N  **northbayvillagefl**
Thu 3/17/2022 3:28 pm EDT


@brent_is_your_mayor @wilmothmarvin
@nbvrachel @missjuliannaclare




Impressions **242**

  **@NorthBayVillage**
Fri 3/25/2022 1:06 pm EDT


Thank you [@MyFDOT_Miami](#) for working with the Village to remove the tag on the signage above the 79th Street West Brid...




Impressions **239**

 **North Bay Village**
Tue 3/8/2022 6:08 pm EST


NBV Regular Village Commission Zoom Meeting




Impressions **237**

 **North Bay Village**
Sat 3/19/2022 11:52 am EDT


Update: traffic is free-flowing again. A County sewer force main located in the Village has been ruptured. Crew is on-sit...




Impressions **234**

 **North Bay Village**
Fri 3/25/2022 6:00 pm EDT

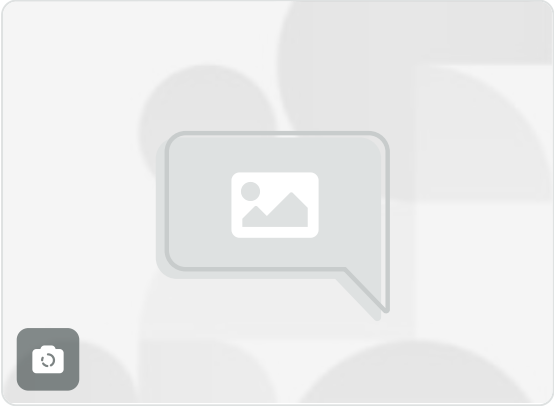
Movie Night at the Park: The Luck of the Irish Bring a blanket or a lawn chair and join us for a movie night under the stars...



Impressions **233**

N  **northbayvillagefl**
Sun 3/27/2022 9:18 pm EDT

@brent_is_your_mayor @missjuliannaclare
@wilmothmarvin @nbvrachel



Impressions **232**

 **f** **North Bay Village**
Thu 3/24/2022 1:48 pm EDT


Recently there have been many cases of CIRDC reported throughout South Florida. Animal Services urges dog owners to hel...

Miami-Dade County Animal Services urges pet owners to protect their dogs against Canine Infectious Respiratory Disease Complex

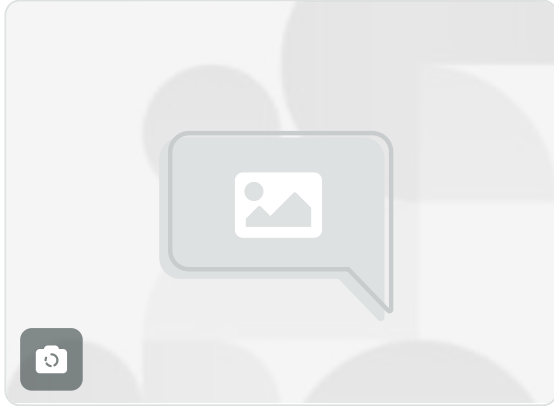
Effective Wednesday, March 23, 2022, until further notice, Animal Services is proactively taking measures to protect the health of dogs in the



Impressions **231**

N  **northbayvillagefl**
Thu 3/17/2022 6:09 pm EDT

Town hall starting now! We are discussing the development of a municipal complex on Harbor Island. Tune in on Facebook Li...



Impressions **231**



@NorthBayVillage

Wed 3/2/2022 7:12 pm EST

💡 DYK: Roadway improvements on Treasure Island and North Bay Island will include the following specialized feature...



Impressions

227



@NorthBayVillage

Fri 3/25/2022 6:00 pm EDT

Movie Night at the Park: The Luck of the Irish Bring a blanket or a lawn chair and join us for a movie night under the stars...



Impressions

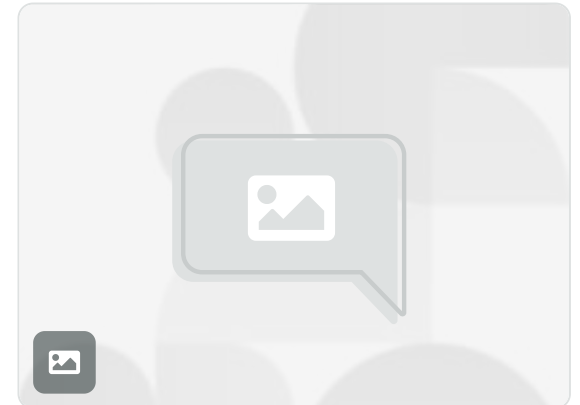
226



North Bay Village


Mon 3/14/2022 1:44 pm EDT

NBV Basketball Madness 🏀🏀 Kids ages 6-10 are welcome to join this FREE 8-week program, learning basketball skills with t...

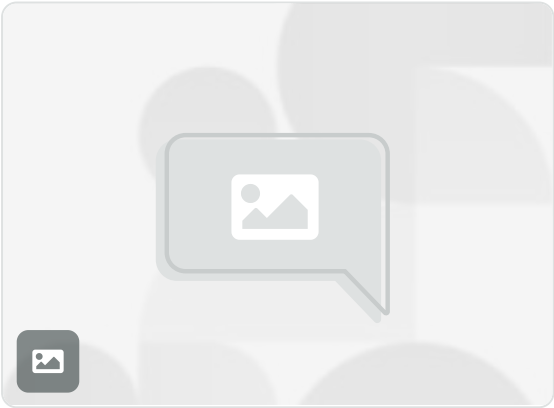


Impressions


225

 **North Bay Village**
Wed 3/16/2022 3:10 pm EDT

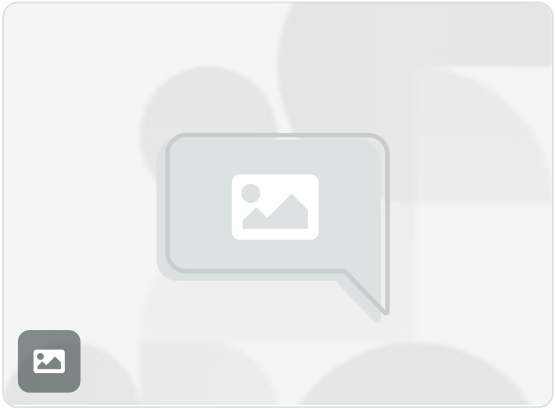
🌸🌸 Nominate a North Bay Village Woman of Distinction! 🌸🌸 In celebration of Women's History Month, join us as we...




Impressions **218**

 **North Bay Village**
Fri 3/18/2022 8:17 pm EDT

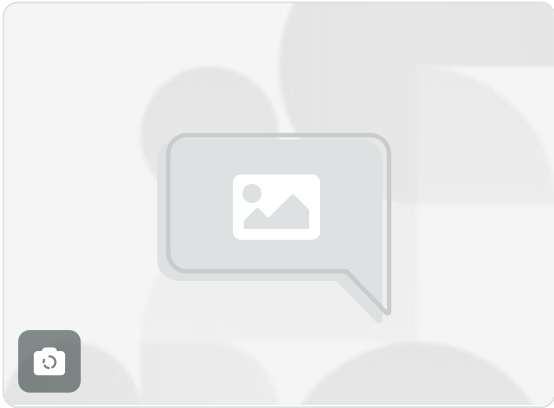
Harbor Island Parking Program (HIPP)
Quick Facts: ✅ On 3/1, the Village launched a new parking system for HI...



Impressions **217**

 **northbayvillagefl**
Sat 3/26/2022 4:59 pm EDT

@brent_is_your_mayor @missjuliannaclare @wilmothmarvin @nbvrachel Due to Daylight Saving Time, please note the...




Impressions **215**

 **North Bay Village**
Sun 3/6/2022 1:44 pm EST

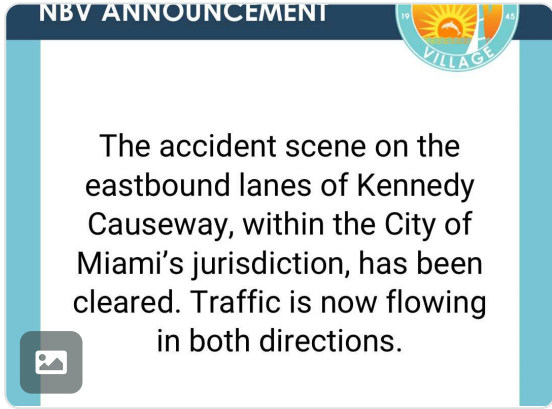
NBV Basketball Madness 🏀 Kids ages 6-10 are welcome to join this FREE 8-week program, learning basketball skills with t...




Impressions **213**

 **@NorthBayVillage**
Tue 3/15/2022 12:17 pm EDT

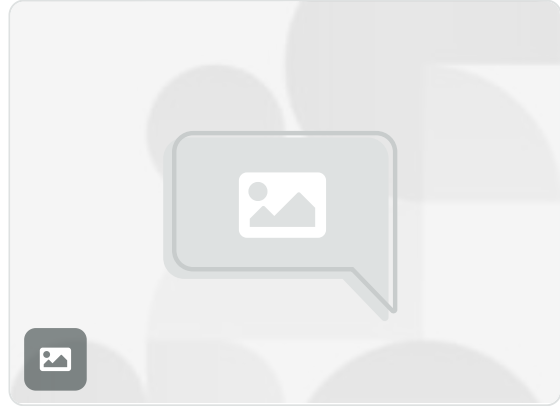
The accident scene on the eastbound lanes of Kennedy Causeway, within the City of Miami's jurisdiction, has been...



Impressions **212**

 **North Bay Village**
Sun 3/13/2022 4:50 pm EDT

NBV Resident Reporting Guide 📄 Do you know where to go when you'd like to make a report? Make sure to save this guide fo...




Impressions **212**

 **North Bay Village**
Thu 3/31/2022 1:05 pm EDT

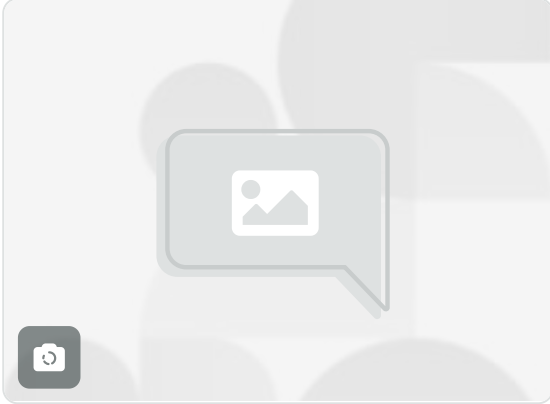
On this last day of Women’s History Month, we are so proud to recognize the 2022 NBV Women of Distinction, nominated b...




Impressions **207**

 **northbayvillagefl**
Mon 3/28/2022 4:55 pm EDT

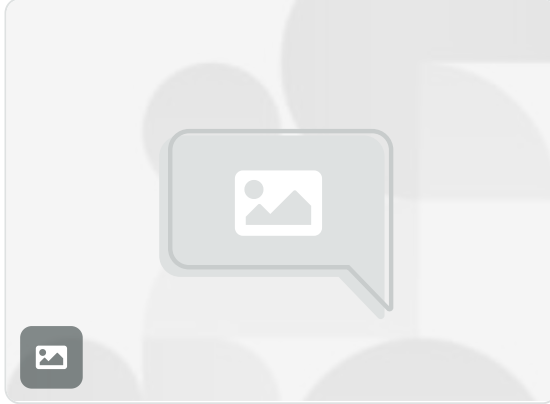
@nbvrachel




Impressions **204**

 **North Bay Village**
Tue 3/15/2022 12:17 pm EDT

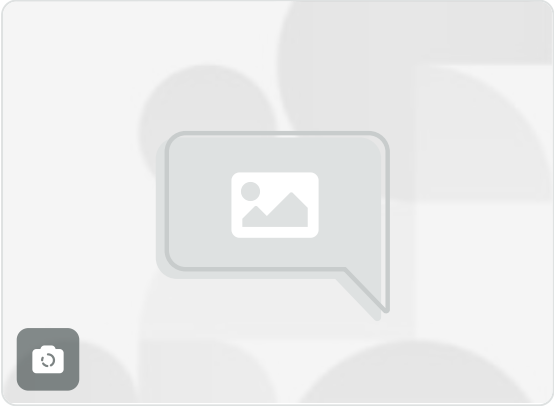
The accident scene on the eastbound lanes of Kennedy Causeway, within the City of Miami’s jurisdiction, has been...




Impressions **202**

N  **northbayvillagefl**
Thu 3/24/2022 2:18 pm EDT

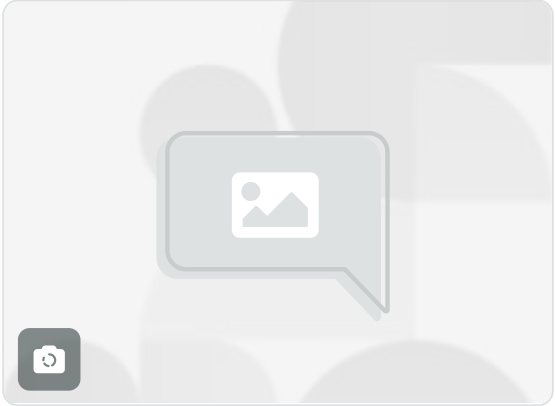
@brent_is_your_mayor @wilmothmarvin
@nbvrachel @missjuliannaclare




Impressions **201**

N  **northbayvillagefl**
Thu 3/31/2022 6:22 pm EDT

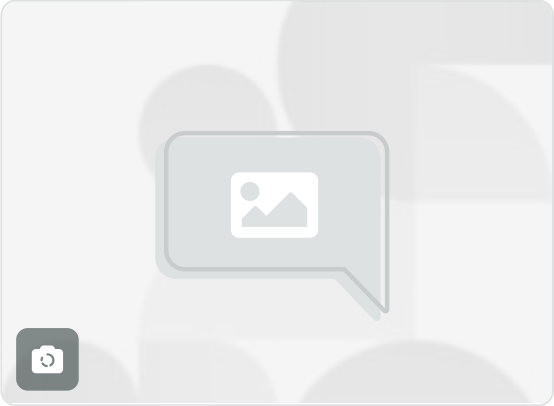
Congratulations to all the promoted officers and newly sworn officers of North Bay Village! @brent_is_your_mayor...



Impressions **194**

N  **northbayvillagefl**
Wed 3/23/2022 10:36 am EDT

@wilmothmarvin @nbvrachel
@missjuliannaclare



Impressions **194**



North Bay Village
Thu 3/3/2022 10:38 am EST

#Proud to represent! #ICYMI: This week, Commissioner Dr. Richard Chervony, Officer Paul Battaglia, and Neighborhood...



Impressions

193



North Bay Village
Wed 3/23/2022 8:17 pm EDT

Harbor Island Parking Program (HIPP) Quick Facts: On 3/1, the Village launched a new parking system for HI...



Impressions

192




North Bay Village
Tue 3/29/2022 9:45 pm EDT

Arts & Crafts: Earth Day Themed 🌍🌱 Join us for our monthly arts and crafts events, for kids of all ages! 📅 Saturday, April 9,...




Impressions


191

 **@NorthBayVillage**
Sat 3/26/2022 5:05 pm EDT


Due to Daylight Saving Time, the movie will begin at 7 pm this evening.


 A

Impressions **191**


 **North Bay Village**
Fri 3/4/2022 4:35 pm EST

Innovative NBV! 🚁 Recently, our Marine Patrol Unit, with the assistance of the Miami-Dade Police Department, conduct...

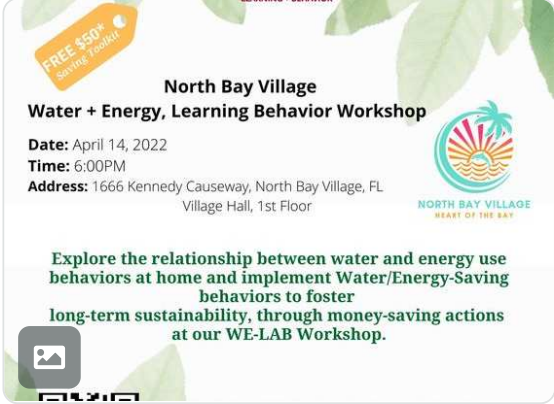




Impressions **191**


 **North Bay Village**
Fri 3/25/2022 6:47 pm EDT

Explore the relationship between water & energy use behaviors at home and implement Water/Energy-Saving behavi...




North Bay Village
Water + Energy, Learning Behavior Workshop
Date: April 14, 2022
Time: 6:00PM
Address: 1666 Kennedy Causeway, North Bay Village, FL
Village Hall, 1st Floor

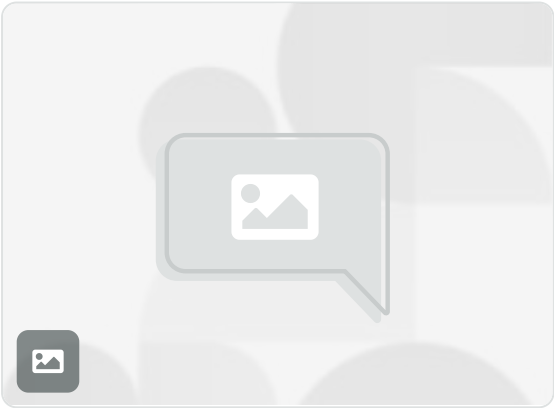
Explore the relationship between water and energy use behaviors at home and implement Water/Energy-Saving behaviors to foster long-term sustainability, through money-saving actions at our WE-LAB Workshop.



Impressions **189**


 **North Bay Village**
Wed 3/16/2022 2:47 pm EDT

Fraud Prevention Workshop for Seniors 🚩
🚩 Join us at our upcoming Workshop with NBV Detective Tom Columbano. Free foo...




Impressions **188**


 **North Bay Village**
Tue 3/29/2022 10:09 am EDT




Impressions **187**

 **North Bay Village**
Sat 3/26/2022 5:04 pm EDT

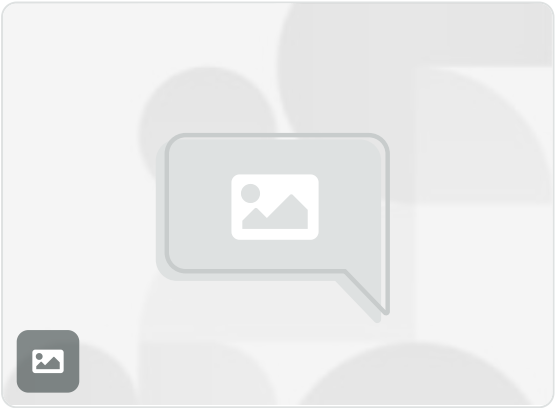
UPDATE** Due to Daylight Saving Time, the movie will begin at 7 pm this evening.



Impressions **186**

 **North Bay Village**
Mon 3/14/2022 4:36 pm EDT

🌸🗳️ Nominate a North Bay Village Woman of Distinction! 🗳️🌸 In celebration of Women's History Month, join us as we...



Impressions **185**

Branding & Beautification Initiatives

Branding

Item	Item Description	Start	End
1	Public Engagement Process for the Brand	COMPLETE	
2	Branding consultant to incorporate feedback from the public process	COMPLETE	
3	Presentation of final brand recommendations at December 2021 Commission meeting	COMPLETE	
4	Roll-out of items with new brand on them: Village Hall entrance signs, podium, parking signs with updated logo, police vehicles, etc.	11/15/21	12/31/22

Beautification

Short-Term Projects (i.e. to be started and perhaps completed within FY21-22)

Item	Item Title/Description	Start	End
1	Construction Mesh design for multifamily & commercial properties - Take ordinance to P&Z / CEB in January 2022 - Take design to HOTB in February 2022 - Present design to Commission in March 2022 - Take ordinance to Commission in March 2022	COMPLETE	
2	Kennedy Causeway Median Landscaping - Grant awarded - Contract acceptance by Commission approximately in March 2022 - Design/Permitting - Spring 2022 - Installation Summer 2022	1/31/22	8/30/22
3	New entry signs - Selection of design - May 2022 - Installation - July 2022	2/1/22	7/30/22
4	Paint Dog Waste Stations with new NBV brand colors - Sponsored by Vice Mayor	4/1/22	4/29/22
5	Bus Shelters - Commission to approve designs by June 2022 - Fabrication / Installation of 1 shelter by end of FY22	2/1/22	9/30/22
6	Fire Hydrants - Unveiling of teal painted fire hydrant by TIES, including all-day event; paint hydrant by dog park also	8/5/22	8/5/22
7	Uplighting royal palms on 79th Street Causeway	2/10/22	5/30/22

Longer-Term Projects (i.e. to be completed in 2 or more FYs)

Item	Item Title/Description	Start	End
1	Traffic Circles on Adventure Avenue and Hispanola Avenue (both at N. Treasure Drive) - Design/Permitting by Spring 2023 - Construction begins Summer 2023	10/6/21	1/31/24

2	<p>Redevelop concrete pedestal in the Bay next to WSVN with art or nature concept</p> <ul style="list-style-type: none"> - Ownership has been established (Sunbeam); negotiate with Sunbeam to design/develop a feature for them to add to pedestal 	FY22-23
3	<p>Beautify Flat Bridge area</p> <ul style="list-style-type: none"> - Paint flat bridge concrete median - paint sides of bridge and surface - potentially install art along the sides 	FY22-25
4	<p>New Vogel Park sign</p> <p>design/order/install sign with new Village logo</p>	FY22-23
5	<p>New street signs: Make note of the number of street signs Village-wide; get quote for signs (including poles and decorative part) to budget it for next fiscal year</p>	FY22-23



NORTH BAY VILLAGE
EST. 1945

ITEM NO. 9.H

North Bay Village Recommendation Memorandum

DATE: April 12, 2022

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

FROM: Ana Gonzalez, Executive Assistant to Chief of Police

SPONSORED BY:

SUBJECT: POLICE ACCREDITATION UPDATE (MARCH 2022)

RECOMMENDATION

BACKGROUND AND ANALYSIS

Background

Accreditation is the utilization of police industry best practices to manage a law enforcement agency. The Commission for Florida Law Enforcement Accreditation (CFA) is the governing body for administering the accreditation process in the State of Florida.

The CFA has created and developed a list of accepted police industry best practices which accredited agencies must follow. Currently, those standards encompass thirty-two (32) chapters with approximately two hundred thirty (230) Standards. The CFA meets every four months and reviews the standards, at which time they may add, delete, and/or modify them to keep up with the ever -changing field of law enforcement. The North Bay Village Police Department (NBVPD) is working towards CFA accreditation.

The initial step in the accreditation process requires a law enforcement agency to create and or modify their procedures (policies) to reflect and comply with the CFA standards (note that one policy may encompass multiple standards). Once the compliant policies have been created and developed, the agency must collect twelve (12) months of proofs of compliance with the CFA standards (currently, this process will mandate the collection of approximately three hundred (300) proofs for our agency).

The NBVPD's existing policies were taken from the Ft. Lauderdale Police Department in 2006. The policies (some of which were outdated at the time) were in use for years prior to the NBVPD adopting and implementing them. NBVPD's existing policies are in dire need of updating. The CFA accreditation process will ensure that the NBVPD has and maintains policies that are consistent with police industry best practices standards. Attaining CFA accreditation ensures that the NBVPD meets and operates within industry best practices.

The LEAC Group was previously contracted to act as a consultant in the creation of policy templates that meet the CFA accreditation standards. The policies provided by LEAC will be modified, when possible, to best suit the actual operations and practices of the NBVPD. NBVPD's operations and practices will be modified and developed to meet the CFA standards.

Benefits of Attaining Accreditation

TO THE COMMUNITY

Accreditation increases the law enforcement agency's ability to prevent and control crime through more effective and efficient delivery of law enforcement services to the community it serves. It enhances community understanding of the law enforcement agency and its role in the community as well as its goals and objectives.

Accreditation creates a forum in which police and citizens work together to control and prevent crime. This forum help citizens to understand the challenges that confront law enforcement, and law enforcement, in turn, receives clear direction from the community about its expectations. Through this partnership, a common set of goals and objectives will be arrived at and implemented.

TO THE CHIEF, VILLAGE ADMINISTRATION, AND COMMISSION

Accreditation increases cooperation and coordination with other law enforcement agencies and other branches of the criminal justice system. The accreditation process requires an in-depth review of every aspect of the agency's organization, management, operations, and administration to include:

- establishment of agency goals and objectives with provisions for periodic updating re-evaluation of whether agency resources are being used in accord with agency goals,

objectives, and mission.

- re-evaluation of agency policies and procedures, especially as documented in the agency's written directive system.
- correction of internal deficiencies and inefficiencies before they become public problems.

The accreditation standards provide norms against which agency performance can be measured and monitored over time as well as providing objective measures to justify decisions related to budget requests and personnel policies. Accreditation streamlines operations, providing more consistency and more effective deployment of agency manpower. Accreditation provides a legal defense for civil actions brought against the agency and presents the opportunity to re-organize without the appearance of personal attacks.

TO THE OFFICERS

Accreditation requires that agency policies and procedures are in written form and available to all agency personnel at all times. It assures employees that every aspect of the agency's personnel system is in accord with professional standards and that the system is both fair and equitable. Agency morale is enhanced by increasing the employees' confidence in the effectiveness and efficiency of their own agency. Operations become more streamlined and consistent, and the standards address officer safety issues and provide for adequate training and equipment of the officers. Officers also receive a level of protection when personally named in a civil action.

Major Tasks Towards Achieving Initial Accreditation

There are numerous tasks required in preparation for the initial accreditation process. The below list, though not all inclusive, presents most of the major requirements:

- Review of LEAC policy templates proffered for use as a base for changes needed for existing policies.
- Review and modification of all policies to ensure compliance with the CFA standards.
- Configuration, setup, and training for the PowerDMS policy and accreditation management software.
- Creation of reports for time-sensitive standards including daily, weekly, monthly, semi-annually, and annual reports to track and measure the status of the agency.
- Inspection of all police facilities and functions including (but not limited to) the Communications Center, Property and Evidence storage, Prisoner processing, Training, Certifications, Forms and Reports, the Security of the Physical Plant, the Security of both Hardcopy and Digital Information Storage, Confidentiality of Juvenile Records, Confidentiality of other Exempt Records.
- Training of every member of the agency, both sworn and civilian, in the accreditation process and their role in that process.

- Collection of proofs of compliance with the standards and policies (this process begins following the completion of the creation of the standards-compliant policies).
- Mock on-site assessment to ensure compliance with the CFA standards prior to the actual assessment.
- CFA on-site assessment which includes: a review of every policy (which includes presentation of the Proofs of Compliance to the assessment team), physical inspections of police facilities, review and observation of actual police operations, interviews with police department staff (both sworn and civilian), and public meetings between the community and commission.

Timeline to Completion

The North Bay Village Police Department has initiated the accreditation process and actively continues to work towards achieving accredited status. (**NOTE:** an Accreditation Manager was hired in the second week of August 2019). Unfortunately, issues related to the continuing COVID-19 Pandemic, Civil Unrest, and Major Weather Events have delayed the planned timeline.

- The normal timeframe to achieve the initial accreditation from CFA is twenty-four (24) months. This includes twelve (12) months of policy creation and modification and twelve months of collection of proofs of compliance collection. The NBVPD Accreditation Team had anticipated that by March, 2021, NBVPD would be ready for the Mock Assessment; however due to continuing detrimental impacts of the COVID-19 Crisis, the timing for this first evaluation step cannot be determined at this time.
- Following the Mock Assessment, identified issues and any potential deficiencies are corrected and a request is submitted to the CFA for the scheduling of an On-site Assessment.
- The On-site Assessment, which is scheduled at CFA's earliest convenience, generally occurs within one or two quarters after the completion of the Mock Assessment. The timing is dependent on the scheduling and operations of the CFA which have also been impacted by the pandemic (currently an 8 to 10 month time lag exists). **NOTE:** CFA suspended both their conferences and their On-site Assessments effective March of 2020. Currently, they are only doing Virtual On-site Assessments for agencies that are already accredited. There is a waiting list of agencies waiting for the initial on-site.
- Once the CFA On-site Assessment is satisfactorily completed, the Agency is invited to attend the next available CFA Commission meeting (which during normal operations are held every four [4] months) for the awarding of Agency Accreditation.

The completion timeline (originally planned for Q4 '21) has been delayed as a result of issues related to the COVID-19 Pandemic and the continuing dialogue and dynamic environment surrounding Police Reform. It remains highly variable with multiple unknowns as a result of these disruptions. The NBVPD continues to make progress on the path towards accreditation. Working within the many limiting factors resulting from these events, we continue to push on with the goal of being ready for the Mock Assessment early in 2022.

Evaluation of the Values Depicted in the Attached Progress Matrix

The situation at hand is one where focusing on pure percentages and statistics is misleading. For example, the NBVPD completed the task of training the entire police department at the end of September – the amount of prep work and logistical planning that is involved in accomplishing that task cannot be reflected in the "100%" statistic. Of course, that value becomes fixed and will not change from month to month. In addition, several progress indicators/benchmarks are very slow to advance because they are dependent on CFA, and CFA is near stagnant due to the continuing, international health crisis (as detailed elsewhere in this memo).

The task of writing, reviewing and editing policies is a cumbersome, labor intensive process. CFA encompasses 32 chapters and 230 standards upon which the policies (some of which are 30 or more pages) are built; an increase of 3% (a seemingly small increase) does not effectively quantify the hundreds of pages and many man hours that went into achieving that gain. Agenda preparation requirements also create an unavoidable reporting time lag; for example, over the course of the last week in October 2020, two additional policies were released for review. One of them underwent and completed the approval process and was pending publication (an advance that was not reflected in the November report, but had to be reflected in the later December report).

Likewise, there is the issue of remediating identified deficiencies (such as those in the physical plant – was addressed via the intensive months long process of relocating dispatch – the finishing touches of which are currently being addressed). Since the necessary vendors are often not available, or supply side logistics are disrupted (again due to pandemic), the Village often is hindered in the advance of corrective measures. The process of corrective action is what really moves the needle in terms of advancement.

There has indeed been and continues to be significant, measurable progress, and due to the limitations imposed by the Corona Virus, issues of Police Reform and CFA operations, it is not likely to be exceedingly large for the foreseeable future. As explained in this memorandum, the accreditation process is, in ideal circumstances, generally a two year project; the COVID-19 Crisis and the dynamic environment surrounding Police Reform has caused significant delays and made the situation highly variable with multiple unknowns as a result of these disruptions.

BUDGETARY/FINANCIAL IMPACT (Finance Dept.)

NONE

PERSONNEL IMPACT

NONE

CFA Accreditation Progress Matrix for February 2022

	July '19 Baseline	Feb '22 Status	Mar '22 Status	Task Highlights
LEAC Templates	40%	99%	99%	<ul style="list-style-type: none"> Received 40 of 40 policy templates Reviewed 39 templates and modified 37 for publication following approval and review workflow process.
PowerDMS Setup, Training, and Implementation	0%	100%	100%	<ul style="list-style-type: none"> Added legal bulletins Uploaded new policies Identified Additional Training Needs and Conducted Training on Training Module Department-wide
Creation of new and modification of existing Time Sensitive Reports	0%	93%	94%	<ul style="list-style-type: none"> The process of identifying all reports produced by the Agency is complete. Creation of Missing Report has started.
Training of Sworn and Civilian Staff on CFA process	0%	100%	100%	<ul style="list-style-type: none"> Completed preparing training package Training was delivered in September
Inspection of Facilities and Functions of the Agency	0%	96%	96%	<ul style="list-style-type: none"> The inspection process of the physical plant and agency functions is an on-going project. Transfer from remote facility to main building complete for Property and Evidence. Transfer from old armory to new armory complete

Review and Modification of Policies (232)	0%	79%	80%	<ul style="list-style-type: none"> 165 Standards met via policy
Collection of Proofs of Compliance (330)	0%	24%	26%	<ul style="list-style-type: none"> Collected ten (10) Proofs of Compliance for CFA Standards (approximately 330 proofs total) Began proof collection structured process. 51 proofs in progress Identified proof assignments Conducted training for all supervisors
Policies Reviewed by Employees on PowerDMS	0%	98%	98%	<ul style="list-style-type: none"> Training completed and policy signatures beginning
Mock on-site Assessment		Pending	Pending	<ul style="list-style-type: none"> Scheduling Pending: dependent on continuing COVID-19 impacts to operations
CFA on-site Assessment		Pending	Pending	<ul style="list-style-type: none"> To be scheduled following completion of the Mock Assessment. Also dependent on CFA decision(s) of their operations and scheduling

Policy Modification	0	19	22	<ul style="list-style-type: none"> Policies modified to conform with changes to CFA standards and Law
Total Estimate of Overall Progress	5%	78%	79%	This estimate will change slowly until the above milestones are met at 100%
Property Disposal		24%	27%	Additional activity for disposal of evidence and property no longer required to be stored.



NORTH BAY VILLAGE
EST. 1945

ITEM NO. 9.I

North Bay Village Recommendation Memorandum

DATE: April 12, 2022

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

FROM: Ana Gonzalez, Executive Assistant to Chief of Police

SPONSORED BY:

SUBJECT: MID-FISCAL YEAR POLICE DEPARTMENT REORGANIZATION UPDATE (MARCH 2022)

RECOMMENDATION

BACKGROUND AND ANALYSIS

On March 31, 2022, the Police Department held a Promotional, Swearing-In and Introduction Ceremony to celebrate the nine employees (sworn and civilian), who most recently joined the Organization or were elevated to supervisory positions for our Agency. The five supervisors in that group were promoted to either Sergeant of Police or Police Corporal as part of the new reorganization plan initiative, which was adopted for FY2022. The primary focus for said plan was to implement an Organizational strategy that would maximize supervisory oversight with highly qualified individuals, while also developing leaders who would serve to fulfill the future needs of Police Department's succession plans.

With these promotions, the immediate desired and expected impact was to address critical liability related areas and create a significantly elevated baseline for professionalism, accountability and transparency. Other vital areas for increased efficiencies and effectiveness expected to be impacted by this reorganization plan included optimizing performance, communication and teamwork. Additionally, these new supervisors were expected to play a significant and important role in the developmental process as the Police Department closes in on its first ever endeavor to become an accredited Law Enforcement Agency.

At the mid-FY point, an evaluation of this plan has produced highly positive and successful results. Intangibles such as morale, Department wide comradery, citizen feedback, all reflect strong indicators that the reorganization plan has not only met but exceeded expectations. Performance measures in both operational and administrative areas shows improvement in statistical areas supported by numbers attached to data tracking. As an example of statistics captured with the operational side, traffic enforcement numbers for calendar year 2022 are on pace to increase by more the 100% from the record number produced in 2021. On the

administrative side, the accreditation process has been fast tracked due to overwhelming supervisory participation that also includes hands on participation by the rank and file.

It is of significance to note that the success experienced from the reorganization plan in just the past six months is in line with the Village's 2019 A&M report findings, specific to the area recommending additional administrative support needed for the Police Department. Most importantly, this plan through its promotions and strategic deployment has significantly advanced the Police Department's goals and objective, while positively impacting the Agency's culture.

BUDGETARY/FINANCIAL IMPACT (Finance Dept.)

NONE

PERSONNEL IMPACT

NONE



NORTH BAY VILLAGE
EST. 1945

ITEM NO. 11.A

North Bay Village Recommendation Memorandum

DATE: April 12, 2022

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

FROM: village clerk,

SPONSORED BY:

SUBJECT: RESOLUTION ESTABLISHING ELECTION QUALIFY PERIOD
D EASTMAN, INTERIM VILLAGE CLERK

RECOMMENDATION

A RESOLUTION OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, ESTABLISHING THE QUALIFYING PERIOD FOR THE NOVEMBER 8, 2022 GENERAL ELECTION; PROVIDING FOR DIRECTION TO THE VILLAGE CLERK; AND PROVIDING FOR AN EFFECTIVE DATE.

Suggested Action: Adopt resolution establishing the qualifying period for the November 8, 2022 General Election.

BACKGROUND AND ANALYSIS

Section 5.05 of the North Bay Village (the "Village") Charter provides that the Village Commission establish the dates for the qualification period for elected office.

The Miami-Dade Elections Department (the "Department") has imposed an August 26, 2022 deadline for submittal of all qualifying documents for the November 8, 2022 General Election to allow sufficient time to prepare, print, and mail absentee and write-in ballots to overseas voters by the statutory deadlines.

The Village Clerk recommends that the qualifying period begin at 12:00 p.m. on Wednesday, June 29, 2022 and conclude at 12:00 p.m. on Monday, July 11, 2022 in order to meet the Department's deadline.

BUDGETARY/FINANCIAL IMPACT (Finance Dept.)

None

PERSONNEL IMPACT

None

RESOLUTION NO. 2022- _____

A RESOLUTION OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, ESTABLISHING THE QUALIFYING PERIOD FOR THE NOVEMBER 8, 2022 GENERAL ELECTION; PROVIDING FOR DIRECTION TO THE VILLAGE CLERK; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Section 5.05 of the North Bay Village (the “Village”) Charter provides that the Village Commission establish the dates for the qualification period for elected office; and

WHEREAS, the Miami-Dade Elections Department (the “Department”) has imposed an August 26, 2022 deadline for submittal of all qualifying documents for the November 8, 2022 General Election to allow sufficient time to prepare, print, and mail absentee and write-in ballots to overseas voters by the statutory deadlines; and

WHEREAS, the Village Clerk recommends that the qualifying period begin at 12:00 p.m. on Wednesday, June 29, 2022 and conclude at 12:00 p.m. on Monday, July 11, 2022 in order to meet the Department’s deadline; and

WHEREAS, the Village Commission wishes to establish the qualifying period as recommended by the Village Clerk and finds that this Resolution is in the best interest and welfare of the residents of the Village.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, AS FOLLOWS:

Section 1. Recitals. That each of the above-stated recitals are hereby adopted, confirmed, and incorporated herein.

Section 2. Qualifying Period Established. That the Village Commission hereby establishes the qualifying period for the November 8, 2022 General Municipal Election to be from 12:00 p.m. on Wednesday, June 29, 2022 and conclude at 12:00 p.m. on Monday, July 11, 2022 (the “Qualifying Period”). This shall be the exclusive qualifying period for the November 8, 2022 General Municipal Election and no individual may qualify as a candidate for the election following the end of this period.

Section 3. Directions to Village Clerk. That the Village Clerk is hereby directed to transmit a copy of this Resolution to the Department immediately after adoption and to

transmit all appropriate qualification documentation received within the Qualifying Period to the Department by August 26, 2022.

Section 4. Effective Date. That this Resolution shall be effective immediately upon adoption.

The foregoing Resolution was offered by _____ who moved its adoption. The motion was seconded by _____ and upon being put to a vote, the vote was as follows:

Mayor Brent Latham _____

Vice Mayor Marvin Wilmoth _____

Commissioner Richard Chervony _____

Commissioner Rachel Streitfeld _____

Commissioner Julianna Strout _____

PASSED AND ADOPTED on this _____ day of _____, 2022.

Brent Latham, Mayor

ATTEST:

Debra E. Eastman, MMC
Interim Village Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

Weiss Serota Helfman Cole & Bierman, PL
Village Attorney



NORTH BAY VILLAGE
EST. 1945

ITEM NO. 11.B

North Bay Village Recommendation Memorandum

DATE: April 12, 2022

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

FROM: Samuel Bejar, Deputy Chief of Police

SPONSORED BY: Vice Mayor Marvin Wilmoth

SUBJECT: **RESOLUTION & BUDGET AMENDMENT FOR THE PURCHASE OF A 30' PURPOSE BUILT, MARINE PATROL VESSEL FOR THE VILLAGE'S POLICE DEPARTMENT - SPONSORED BY VICE MAYOR MARVIN WILMOTH**

RECOMMENDATION

Approve the item and authorize the Manager to proceed with the purchase.

BACKGROUND AND ANALYSIS

The Village actively works to enhance the quality of life for its residents and visitors, and the Police Department promotes that mission by maintaining a highly visible and proactive presence that is community oriented and focused on maintaining the peace, and a safe and secure community.

North Bay Village is an island community, connected to the rest of Miami-Dade County by a single road that provides both ingress and egress. Miami-Dade County leads the state in vessel registrations, and is ranked #2 in the State for reportable boating accidents. The Village's current patrol vessel has reached end of life, and will soon need to be decommissioned. The Marine Patrol Unit works collaboratively with neighboring agencies to mitigate risk by enforcing state and federal maritime regulations and statutes. Officers respond to emergency calls from distressed boaters and enforce boating safety. The purchase of a new vessel will allow the Village to continue to enhance and enforce boating safety within the Biscayne Bay Intercostal Waterways. The Village also supports the City of Miami Beach, the City of Miami, and Miami-Dade Police Departments in maintaining high visibility on the waterways and securing our municipal boundaries. Most recently the Village launched a collaborative initiative with Miami-Dade County and Florida Wildlife Commission (FWC) to

remove derelict vessels from our waterways. A new vessel will ensure that the Village can continue to deliver superior maritime public safety services, and further improve the safety of boaters and the water quality of Biscayne Bay.

The vessel will be acquired from DGS Boats, a proven designer and builder of maritime security operations vessels that is both S.A.M. and E-Verify compliant. The vessel will be purpose built and incorporates multiple custom design elements. DGS Boats is unique in that it uses an extruded polymer (HHDPE - Hybrid High-Density Polyethylene) that wears better than the maritime law enforcement industry standard (aluminum) hull. The product also mitigates many of the maintenance issues that these type of vessels experience with the standard (inflatable) collar, which are maintenance intensive, are prone to collapse, and generally require an expensive replacement every five to seven years. The use of the unique HHDPE DGS Boat is expected to significantly reduce the Total Cost of Ownership (TCO), and provide a superior Return on Investment (ROI) to the Village. Though the HHDPE Boat is generally more expensive than the more traditional aluminum hulled RIB (Rigid [hull] Inflatable Boat), by agreeing to be the first to market with the DGS 30' Police Boat (in essence serving as their Beta), we have been able to obtain very favorable pricing. The projected cost of the "DGS PRO 30 - NBVPD Special Version" is \$236,000.00 (see Attachment A), plus an additional \$10,000.00 in ancillary (emergency lighting) equipment (see Attachment D) to be supplied by DSS, the Village's established police vehicle up-fit vendor, for a total cost of \$246,000.00. This compares very favorably to the industry "Rolls Royce" standard 29' SAFE Boat quoted (see Attachment B) at \$276,400 in mid-2021 (currently estimated at \$293,000 due to market and inflation increases), and the 28' Metal Shark "Relentless" model (a leader in the Florida maritime security operations market), which was quoted (see Attachment C) at \$248,000 in early 2021 (currently costing \$267,000 due to market and inflation increases). The Purchase and Construction Contract for our vessel is attached as Exhibit B.

The purchase will be funded by amending the FY 2021/22 Budget by increasing Revenue GL Account 001-00-369-9000 (FIND Grant) and Expenditure GL Account 001-21-521-8300 (Other Grants & Aids) in the amount of \$60,000.00, and the use of Forfeiture Funds GL Account 107-00-389-3890 (Appropriation of Fund Balance) transferring to Expenditure GL Account 107-21-521-6430 (Machinery & Equipment) in the amount of \$26,000.00 as per the Budget Amendment Forms appended to this item. The other \$160,000.00 (which was donated to the Police Department by generous benefactors that support the Department's maritime safety operations mission) will be expended from GL Account 001.21.521.6430 Machinery & Equipment. The reference project number is: GF22-06. The Budget Amendment has been attached as Exhibit C.

The purchase of this purpose built marine patrol vessel and the public safety benefits it affords is in the best interest and welfare of the residents of the Village.

Once our new vessel is delivered and placed into service, our current vessel (identified in Exhibit D), which has been surplus via the attached Resolution and Commission action, will

be disposed of in accordance with industry best practices and in a manner consistent with the Village code.

The approval of this item, and purchase of this vessel will enhance public safety, improve our maritime capability, our ability to protect our waterways and the Biscayne Bay ecosystem, and enhance maritime operations, with lower overall costs. The vessel will deliver net gains in livability, resilience, and efficiency supporting the NBV 100 pillars of:

Livability

By centering on people – residents, business owners and visitors – North Bay Village will become a more attractive place to work, live and do business. The NBV100 Livability pillar puts the focus on place-making in four ways:

- Prioritizing people over cars,
- Embracing the waterfront,
- Improving the quality of life, and
- Refreshing the NBV identity.

Resilience

Adaptive, proactive measures on climate change are necessary for our water-privileged community. NBV100 initiatives prepare for further environmental changes through three stages:

- Created in water,
- Thriving with water, and
- Protected from water

Efficiency

North Bay Village seeks to minimize the wasting of materials, energy, efforts, money, and time in doing something or in producing a desired result.

BUDGETARY/FINANCIAL IMPACT (Finance Dept.)

GL Account 001.21.521.6430 (Adopted Budget) in the amount of \$160,000; GL Account 001.21.521.8300 (FIND Grant) in the amount of \$60,000; GL Account 107.21.521.6430

(Forfeiture Fund) in the amount of \$26,000. Reference Project: GF 22-06.

PERSONNEL IMPACT

NONE



Appendix "A"

SCOPE OF SUPPLY

North Bay Village Police Dept - Special Price	PY2022
Revision 5	3/2/2022

**2022 DGS PRO 30 NBVPD
Special Version**

All specifications and standard features are approximate and are subject to change

Specifications

Length Overall (LOA) (No Engines) Approx	9.60 m (31'-6")
Beam Overall (BOA) Approx	3.20 m (10'-6")
Top Speed (30% Payload) considering 02 outboards 300HP = 600HP	44 Knt (51+ MPH)
Range Performance @30 knt cruising speed @40% MLC @seastate 2 @ twin 300HP	250 NM
Fuel Capacity	200 gallons = 0.57 MTon (1,250 lbs)
Deadrise at Transom	23 degrees
Draft (Engine Trimmed Up)	22"
Dry Weight: vessel, no engines, no fuel, no options, no liquids, no people, no cargo.	3.00 MT (6,614 lbs)
Light Load: ready to navigate with 100% fuel.	4.60 MT (10,140 lbs)
Max Load Capacity - MLC - (Fuel/Cargo/Personnel)	2.00 MT (4,400 lbs)
Max Displacement	6.40 MT (14,100 lbs)
Max HP Allowed	800 HP
Seated Positions	6

DGS PRO 30 - Boat Conf. & Standard Equipments.	S Price	Qty	Selected
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DGS PRO 30 - No Engine - Yes STD equipment.	\$138,117	1	\$138,117
Hull & Deck			
Hybrid High-Density Polyethylene -HHDPE			
HHDPE Heavy Duty Bottom Plate 20 mm			
HHDPE Tubular Military-grade keel protector			
HHDPE Limited Lifetime Warranty 20" Collar System			

486



HHDPE Heavy Duty Bow Eye for heavy towing
HHDPE Anchor bracket with bow rollers
HHDPE Anti-Fatigue Deck
HHDPE Machined extra-wide gunwale with HD cleats built-in
Walk-around center console deck layout w. enclosed aft deck
HHDPE Standard PRO Machinery anti-slip deck

01 - Bow Anchor/Storage Locker with aft-facing door w. drainage

High Capacity Self Bailing Deck

04 - HHDPE Heavy Duty Cleats welded on the collar.

Super Structure / Center Console / Dash

PortSide Helm

Open Cockpit Center Console Hard-Top

HHDPE dashboard panel in a dark grey soft-touch finish

ECP 47" Wide Approx. Center Console

02 - Aft rigging storage with topside access

Transon Inspection Hatch

Swing Down Radar Pod.

Rear Emergency Tow Post

Motor Guard / Tow Line Guard (special version)

Laminated safety glass windshield and Lexan side windows

Windshield Wiper & Washer.

Fwd Console Cushioned Bench

Removable Center Console for Fuel Tank Access

Electrical System, Power Generation & Lighting.

Electrical Sys (100% Blusea Systems, ProMariner, Ancor Cables. Marinc
Products)

06 pos - Blusea Backlit switch fuse panel with marine-grade switches

04 - Premium AGM Marine Battery with ACR / Isololator - 02 x Engines - 2
x Service

01 - Waterproof On-Board Marine Battery Charger ProTournament Elite 24
Triple/similar.

01 - Set Hella Marine 3NM Navigation Lights (LED)

01 - Hella Marine Anchor Light (LED)

04 - Hella Marine Sea Hawk 1500 lumens Flood Light

02 - Red/White (LED) Dome Lights

08 - Deck Courtesy Lights

03 - Blue Sea Digital Voltmeter to control all batteries banks

01 - Blue Sea Mini OLED Tank Monitor - Yellow



- 01 - Navigation Trumpet Horn
- 02 - Single 12V Electrical Plugs
- 02 - Dual USB Charger Receptacle 12V Hi-Output
- 02 - HD Electric Bilge Pump w/ auto/man/off switch 2200GPM
- 01 - Bilge Alert High Water Alarm with Ultima Switch

Seating, Seat Storage & Upholstery

- 02 - Shoxs Seats 3700 X4
- 01 - HHDPE Footrest with anti-skid finishing
- 01 - Gun Locker

Safety, Rescue & Diving Equipment

- Two (2) Fire-Extinguishers
- Removable Telescoping swim ladder.

Options	S Price	Qty	Selected
Engines Selected			
Outboards Twin Mercury 350 Verado + Hydraulic Power Assis Steering Sys + All Rigging, Propellers, and Installation.	\$65,598	1	\$65,598
Configuration Options / Hull Access			
DGS PRO HD Push Knees + Installation	\$895	1	\$895
Electronics & Navigation			
01- SS-1002 Ritchie Navigation SuperSport Flush-Mount Compass, 3-3/4" Apparent Reading, Black with Blue Card/similar + Installation	\$498	1	\$498
01 - MFD Raymarine AXIOM Pro 16 RVX with RealVision 3D and 1kW CHIRP Sonar, 01 - GA150 GPS & Glonass antenna, 01 - Pack of RV-312 RealVision 3D Plastic Through Hull Transducers, Port and Starboard 12 Degree (includes 8M Transducer Extension Cable and Split Transducer Y-Cable), 01 - Quantum 2 Q24D Doppler 18" Radar with 10m Power and Data Cable, 01 - Ray53 VHF Radio with Integrated GPS receiver, 01 - 8FT VHF Marine Antenna Black Galaxy Coating + Installation	\$10,985	1	\$10,985
Lightning & LE Pack			
Whelen Loundhailer sys WPA112, WPA2, SA315 (No Equip, Only Installation)	\$300	1	\$300



ACR RCL-95 Black LED Searchlight w/Wired/Wireless Remote Control - 10 Efficient High Flux 50W LEDs (OSRAM) - 50,000 Operating Hours, 470,000 Candela, Max Beam Distance 4,501 Feet (1,372 m), 360° Continuous Rotation and 135° Tilt with Auto-Home Return when Off, 4 Amps (12V) UV and Weather Resistant and Simple Installation (12-24V Power Connection and 5M Wired Joystick Control Cable)+ Installation	\$725	1	\$725
SamBej Customized Lightbar - Design and Construction Project	\$2,895	1	No Charge
SamBej Customized Lightbar (red/blue/white), (No Equip, Only Installation)	\$1,360	1	\$1,360
Trailing			
Aluminum Trailer - 2 Axle - Brakes in All Axles, Net Carrying Cap 12,500 lbs + Spare tire + Full tie-down access.	\$12,388	1	\$12,388
Miscellaneous			
Install of Agency Radios (\$100/H)	\$100	0	\$0
White Vinyl Applique - Port & STB	\$3,562	1	\$3,562
Vinyl NBV PD logo + POLICE	\$391	1	\$391
NBV Police logo machinery on the collar end and console	\$3,985	1	No Charge
Gun Locks/Locker(s)	\$761	1	No Charge
Mid-ship hide cleats (Port & Stbd)	\$89	2	\$178
Overboard Grap pole	\$625	1	\$625
In-Dash watertight laptop storage	\$378	1	\$378
Shipping			No Charge
4H on site, DGS Academy Water Training.			No Charge

Total	\$236,000.00
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END OF SCOPE OF SUPPLY



SAFE Boats International
 8800 SW Barney White Rd
 Bremerton, WA 98312
 t: (360) 674-7161 f: (360) 674-7149

QUOTE

Number AAAQ4309
Date Apr 28, 2021
Expiration Date Jul 27, 2021
Salesperson Scott Clanton

GSA Contract 47QSWA18D005J

Sold To
<p>North Bay Village Police Department Samuel Bejar 1666 Kennedy Causeway, #300</p> <p>North Bay Village, FL 33141 USA</p> <p>Phone (305) 758-2626 Fax</p>

Ship To
<p>North Bay Village Police Department Samuel Bejar 1666 Kennedy Causeway, #300</p> <p>North Bay Village, FL 33141 USA</p> <p>Phone (305) 758-2626 Fax</p>

Line	GSA	Code	Description	Qty	Price	Ext. Price
1	336612	231-14	<p>SAFE 29 CENTER CONSOLE</p> <p>SAFE 29 CENTER CONSOLE SPECIFICATIONS -LENGTH OVERALL (LOA) (NO ENGINES): 31'-4" -LENGTH OVERALL (METERS): 9.5M -BEAM OVERALL (BOA): 10' -BEAM OVERALL (METERS): 3.1M -DEADRISE AT TRANSOM: 25 DEG -DRAFT (ENGINE TRIMMED UP): 22" -MAX HP: 850 -FUEL CAP. (GAL): 250 -MAX NUMBER OF PERSONS: 27 -SEATED POSITIONS: 6 -DRY WEIGHT: VESSEL, NO ENGINES, NO FUEL, NO OPTIONS, NO LIQUIDS, NO PEOPLE, NO CARGO, (APPROXIMATE): 6,561 LBS</p> <p>HULL & DECK -5/16" - 5086 BOTTOM PLATE WITH SAFE BOATS EXCLUSIVE STRINGER SYSTEM WITH ANGLED TRANSVERSE FRAMING -PRESSURE TESTED AIR TIGHT HULL -REINFORCED KEEL BEACHING PLATE -STEPPED TRANSOM WITH SPEED SHOE IN BOTTOM PLATE -PERFORMANCE WINGS BELOW COLLARS FOR INCREASED LIFT AND STABILIZATION WHILE MANEUVERING -FULLY WELDED PERFORMANCE LIFTING STRAKES -SELF BAILING DECKS WITH HIGH VOLUME SCUPPER DRAINS -BOW STORAGE/ANCHOR LOCKER WITH AFT FACING DOOR -DUAL AFT RIGGING LOCKER SYSTEM WITH TOPSIDE ACCESS -TRANSOM INSPECTION HATCH -SACRIFICIAL HULL ANODE(S) SUPER STRUCTURE -ALUMINUM T-TOP WITH RAIN CAPTURE RING AND DOWN SPOUTS TO SELF-BAILING DECK -LAMINATED SAFETY GLASS WINDSHIELD AND SIDE WINDOWS WITH BLOW-OUT RESISTANT GASKET -SWING DOWN RADAR POD -SAFETY HAND/GRAB RAIL SYSTEM WITH BLACK RUBBERIZED RAIL WRAP CONSOLE & DASH -PORT SIDE HELM -OHIP - OVER HEAD INSTRUMENT PANEL SEATING, SEAT STORAGE & UPHOLSTERY -TWO (2) FLIP UP SEATS WITH SEAT BELTS MOUNTED ON BOLSTER</p>	1	\$136,552.66	\$136,552.66

Line	GSA	Code	Description	Qty	Price	Ext. Price
			STORAGE BOX -AFT STORAGE BOLSTER WITH LARGE AFT FACING GASKETED ALUMINUM DOORS COLLAR SYSTEM -PATENTED 100% FOAM SAFE XDR-1 EXTREME DUTY REINFORCED COLLAR SYSTEM WITH BLACK RUBSTRAKE -AVAILABLE COLLAR COLORS INCLUDE: BLACK, BLUE, GRAY, ORANGE, GREEN, RED COATINGS, COVERINGS & LETTERING -BLACK NON-SKID DECKS AND GUNNELS -BLACK RUBBERIZED DASH SKID -UPHOLSTERED HEADLINER TOWING, LIFTING & ATTACHMENT POINTS -SIX (6) 10" CAST ALUMINUM WELD ON CLEATS -CUSTOM FABRICATED WELD ON PICK EYES WITH SS INSERTS -WELD ON BOW EYE WITH TRIPLE SS INSERTS -WELD ON TRANSOM TIE DOWNS -FORE AND AFT TOW POSTS WITH SINGLE SS CROSS PIN -MOTOR GUARD/TOW LINE GUIDE ELECTRICAL SYSTEM & POWER GENERATION -HOUSE BATTERY SYSTEM 12VDC - ONE (1) MARINE GRADE BATTERY WITH SWITCH -BLUE SEA 360 MARINE GRADE BREAKER SYSTEM -BACKLIT SWITCH PANEL WITH MARINE GRADE SWITCHES -FOUR (4) 12VDC POWER RECEPTACLES - TWO (2) ON DASH AND TWO (2) ON ARCH -SELF-PARKING INTERMITTENT WINDSHIELD WIPER SYSTEM WITH WASHER LIGHTING -LED NAVIGATION LIGHTS (RUNNING AND ANCHOR) -INDEPENDENTLY CONTROLLED INTERIOR/EXTERIOR DIMMABLE LED WALKWAY LIGHTS -RED/WHITE OVERHEAD DOME LIGHT -FOUR (4) FLOOD LIGHTS - ONE (1) PORT, ONE (1) STARBOARD AND TWO (2) AFT DECK -ONE (1) 12VDC RECHARGEABLE FLASHLIGHT ELECTRONICS, NAVIGATION & COMMUNICATION -MAGNETIC COMPASS W/ DIMMABLE BACK-LIGHTING -NAVIGATION HORN SAFETY, RESCUE & DIVING EQUIPMENT -TWO (2) FIRE EXTINGUISHERS -LIFE RING MOUNT -TELESCOPING SWIM LADDER MOUNTED ON OUTBOARD BRACKET FUEL SYSTEM -250 - GALLON FUEL TANK WITH A FORMED BOTTOM (1/4" - 5086)			
2	336612	SBI-1220U	UPGRADE SBI-1220 FLIP-UP SEATS (PR) W/ SUSPENSION. UPGRADE SBI-1220 TT & CC FLIP-UP SEATS W/ SHOCK MITIGATION. (PAIR)	1	\$3,094.19	\$3,094.19
3	336612	SSLCCTT	SEAT STORAGE LOCKER IN FRONT OF CONSOLE. (CC/TT) SEAT STORAGE LOCKER W/ FABRICATED LID IN FRONT OF CONSOLE ON EITHER CENTER CONSOLE OR T-TOP MODELS. LOCKER LID HAS GAS STRUT, SS LATCHES, AND NON-SKID SURFACE. INCLUDES NECESSARY HARDWARE AND INSTALLATION.	1	\$1,726.55	\$1,726.55
4	336612	CETT	CANVAS ENCLOSURE FOR T-TOP FULL CANVAS ENCLOSURE FOR T-TOP INCLUDES ROLL UP SIDE AND AFT CURTAINS ENCAPSULATING T-TOP. AVAILABLE COLORS: GREY, GREEN OR BLACK	1	\$2,098.87	\$2,098.87
5	OPEN MARKE T	RWBK	BLACK RUBBERIZED RAIL WRAP. BLACK RUBBERIZED RAIL WRAP.	1	\$0.00	\$0.00
6	OPEN MARKE T	NSBK	BLACK NON-SKID BLACK NON-SKID	1	\$0.00	\$0.00

Line	GSA	Code	Description	Qty	Price	Ext. Price
7	OPEN MARKE T	RSBK	BLACK RUB-STRAKE BLACK RUB-STRAKE	1	\$0.00	\$0.00
8	OPEN MARKE T	DSBK	BLACK RUBBERIZED DASH SKID BLACK RUBBERIZED DASH SKID	1	\$0.00	\$0.00
9	OPEN MARKE T	CCBK	COLLAR COLOR BLACK COLLAR COLOR BLACK	1	\$0.00	\$0.00
10	336612	29XDR2	SAFE XDR-2 COLLAR SYSTEM UPGRADE. SAFE XDR-2 COLLAR SYSTEM UPGRADE. INCLUDES XDR-1 SYSTEM PLUS S/S D-RINGS AND HAND LINES.	1	\$935.68	\$935.68
11	336612	CID-1	COLLAR ID - MIDSHIPS COLLAR IDENTIFICATION - MIDSHIPS. INSTALL AGENCY NAME IN ADHESIVE VINYL LETTERING TO COLLAR MIDSHIPS, PORT AND STARBOARD. LETTERING INCLUDES 6" BLOCK LETTERS IN SINGLE SOLID COLOR. CUSTOM COLORS AND REFLECTIVE MATERIAL AVAILABLE FOR AN ADDITIONAL CHARGE. PLEASE INCLUDE REQUESTED NAME AND COLOR IN SALES NOTES. "POLICE" in 6" White Lettering.	1	\$381.17	\$381.17
12	336612	BC2	BOW COVER 1 PIECE, 10 WIDE. SEVERE DUTY PADDED BOW COVER FOR 10' WIDE HULLS, 27' THROUGH 38'. INCLUDES NECESSARY HARDWARE AND INSTALLATION.	1	\$1,442.90	\$1,442.90
13	336612	PRC-10	SAFE 10FT BEAM BOATS PERSONNEL RECOVERY CUTOUT PERSONNEL RECOVERY SIDE PLATE AND COLLAR CUTOUTS. FACILITATES PIW RECOVERY. INCLUDES REMOVABLE PORT AND STARBOARD INSERTS FOR USE UNDERWAY.	1	\$3,425.27	\$3,425.27
14	336612	DLG4	DIVE LADDER SS GARELICK 4-RUNG W/ STORAGE MOUNT. DIVE LADDER SS GARELICK 4-RUNG WITH MOUNT ON PORT SIDE OF OUTBOARD BRACKET. INCLUDES STORAGE MOUNT WHILE NOT IN USE, NECESSARY HARDWARE AND INSTALLATION.	1	\$473.96	\$473.96
15	336612	DLPRCP	DIVE LADDER PRC PLATFORM DIVE LADDER PRC PLATFORM WITH LOCKING PINS AND LANYARDS.	1	\$918.70	\$918.70
16	336612	SPK-3-P	110VAC SHORE POWER KIT - 3 BATTERY SYSTEM W/ PRONAUTIC 110VAC SHORE POWER KIT-(FOR DUAL ENGINES W/ SINGLE HOUSE BATTERY, NO GENERATOR). KIT INCLUDES: 110VAC 30AMP SHORE INLET, BLUE SEAS 360 A/C PANEL W/ ANALOG VOLT METER, GFCI OUTLET W/ COVER, ISOLATION TRANSFORMER AND 30A 125V 25' SHORE POWER CORD. ONE (1) THREE (3) BANK PRONAUTICP SMART CHARGER WHICH CHARGES, CONDITIONS, MAINTAINS AND RE-CONDITIONS. WITH AUTOMATIC DOCKSIDE POWER SUPPLY MODE FOR 12 VOLT DC LIGHTING AND APPLIANCES. INCLUDES NECESSARY HARDWARE AND INSTALLATION.	1	\$2,679.36	\$2,679.36
17	OPEN MARKE T	MM350HD- 30D	DUAL MERCURY 350HP - 30" SHAFT HD VERADO OUTBOARDS MERCURY VERADO - TWO (2) (1-R, 1-L) 350XXL & 350CXXL VERADO 4-STROKE OUTBOARDS W/ HD LOWER UNITS. (30" SHAFT)	1	\$42,350.13	\$42,350.13

Line	GSA	Code	Description	Qty	Price	Ext. Price
18	336612	ERV2	MERCURY VERADO TWIN ENGINE RIGGING. VERADO TWIN ENGINE RIGGING. RIGGING INCLUDES: HYDRAULIC POWER STEERING, TIE BAR, SS PROP, DUAL BINNACLE, STEERING WHEEL, SAFETY LANYARD, VESSEL VIEW DIGITAL GAUGE, TWO ADDITIONAL STARTING BATTERIES AND INSTALLATION/LABOR.	1	\$12,704.28	\$12,704.28
19	336612	SSWS	UPGRADE TO STAINLESS STEEL STEERING WHEEL. UPGRADE TO SCHMIDT STYLE DESTROYER STAINLESS STEEL STEERING WHEEL WITH POWER KNOB. INCLUDES NECESSARY HARDWARE AND INSTALLATION.	1	\$74.79	\$74.79
20	336612	AXIOMPRO 12RVX-101	RAYMARINE AXIOM PRO 12 RVX MFD W/ REALVISION 3D, 1KW SONAR & LIGHTHOUSE NC2 N AMERICA TIDE STATIONS. INCLUDES: (1) RAYMARINE E70372-00-101 AXIOM PRO 12RVX 12.1" MULTIFUNCTION DISPLAY WITH REALVISION 3D, 1KW CHIRP SONAR AND LIGHTHOUSE NC2 NORTH AMERICA LAKES AND COASTAL TIDE STATIONS, NECESSARY HARDWARE AND INSTALLATION. (TRANSDUCER(S) SOLD SEPARATELY.)	1	\$3,602.55	\$3,602.55
21	336612	AXIOMPRO 12S-101	RAYMARINE AXIOM PRO 12 S MFD W/ CHIRP CONICAL SONAR & LIGHTHOUSE NC2 NORTH AMERICA TIDE STATIONS. INCLUDES: (1) RAYMARINE E70482-00-101 AXIOM PRO 12S 12.1" MULTIFUNCTION DISPLAY WITH CHIRP CONICAL SONAR FOR CPT-S AND LIGHTHOUSE NC2 NORTH AMERICA LAKES AND COASTAL TIDE STATIONS, NECESSARY HARDWARE AND INSTALLATION. (CTP-S TRANSDUCER SOLD SEPARATELY.)	1	\$3,293.68	\$3,293.68
22	336612	CAM220/A R200-T704 53	RAYMARINE CAM220/AR200 AUGMENTED REALITY PACK. INCLUDES: (1) RAYMARINE T70453 CAM220 AUGMENTED REALITY PACK (CONSISTING OF:) (1) E70347 CAM220 EYEBALL CCTV DAY AND NIGHT VIDEO CAMERA (IP CONNECTED), (1) E70537 AR200 IP CAMERA STABILIZATION MODULE, FOR AUGMENTED REALITY, (1) A80159 RAYNET (F) TO RJ45 (M) CABLE - 10M, (1) A06034 BACKBONE CABLE 1M, (1) A06028 STNG T-PIECE CONNECTOR, NECESSARY HARDWARE AND INSTALLATION.	1	\$1,393.64	\$1,393.64
23	336612	RV-400	RAYMARINE RV-400 REALVISION 3D STAINLESS STEEL THROUGH HULL TRANSDUCER 0 DEGREE (8M CABLE). INCLUDES: (1) RAYMARINE A80675 RV-400 REALVISION 3D STAINLESS STEEL THROUGH HULL TRANSDUCER, 0 DEGREE, (8M CABLE), NECESSARY HARDWARE AND INSTALLATION.	1	\$1,077.26	\$1,077.26
24	336612	SS60-20De g/A80496	RAYMARINE SS60 20DEG SS 600W THRU-HULL TRANSDUCER W/ A80496 AXIOM PRO RVX ADAPTER CABLE. INCLUDES: (1) RAYMARINE A80570 - AIRMAR SS60 STAINLESS STEEL 600W DEPTH/TEMP THRU-HULL TRANSDUCER, 20 DEGREE, (1) RAYMARINE A80496 ADAPTER CABLE (8 PIN TO 11 PIN) TO ATTACH AN AIRMAR TRANSDUCER TO 1KW PORT ON AXIOM PRO RVX MODEL DISPLAY(S) (SOLD SEPARATELY), NECESSARY HARDWARE AND INSTALLATION.	1	\$648.43	\$648.43
25	336612	Q24D	RAYMARINE QUANTUM 2 Q24D CHIRP RADAR W/ DOPPLER COLLISION AVOIDANCE & 10M POWER & DATA CABLES. INCLUDES: (1) RAYMARINE T70416 QUANTUM 2 Q24D 18IN CHIRP RADAR W/ DOPPLER COLLISION AVOIDANCE, 10M POWER AND DATA CABLES, 12 OR 24VDC, 20W PEAK POWER OUTPUT, 24NM RANGE, NES NECESSARY HARDWARE AND INSTALLATION.	1	\$1,864.60	\$1,864.60
26	336612	FLIRM364	FLIR M364 SINGLE PAYLOAD STABILIZED 640 THERMAL 24 DEG FOV CAMERA W/O JCU. INCLUDES: (1) FLIR E70525 M364 SINGLE PAYLOAD, STABILIZED THERMAL CAMERA (640 X 480, 30HZ, 24 DEG FOV) WITH PAN, TILT AND ELECTRONIC ZOOM, (1) SBI FABRICATED FLIR M300 SERIES WELD-ON RISER BRACKET INSTALLED ON CABIN TOP, NECESSARY HARDWARE AND INSTALLATION. FLIR JOYSTICK CONTROL UNIT (JCU) SOLD SEPARATELY.	1	\$13,948.78	\$13,948.78
27	336612	FLIRJCU1- PoEKIT	FLIR JCU1 POE INJECTOR KIT FOR FLIR M300 SERIES CAMERAS. INCLUDES: (1) FLIR T70477 JCU1 POE INJECTOR KIT CONSISTING OF: (1) JOYSTICK CONTROL UNIT (JCU 1) WITH WEATHER COVER, (1) 25' AND (1) 1' SHIELDED ETHERNET CABLE (RJ-45), (1) POWER OVER	1	\$1,159.34	\$1,159.34

Line	GSA	Code	Description	Qty	Price	Ext. Price
			ETHERNET INJECTOR, (1) WATERPROOF COUPLER AND MOUNTING HARDWARE.			
28	336612	F4MBBBBP	WHELEN F4MBBBBP MINI EDGE FREEDOM IV SUPER-LED 22" LIGHTBAR, BLUE. WHELEN F4MBBBBP MINI EDGE FREEDOM IV SUPER-LED 22" LIGHTBAR, BLUE, MOUNTED ON RADAR ARCH POD FACE FOR MAXIMUM 360 DEGREE VISIBILITY. INCLUDES NECESSARY HARDWARE AND INSTALLATION.	1	\$1,835.56	\$1,835.56
29	336612	HPW112/S A315	WHELEN LOUDHAILER SYSTEM. WPA112, WPA2, SA315. WHELEN 100WATT LOUDHAILER SYSTEM. INCLUDES WPA112 AMPLIFIER, WPA2 CONTROL HEAD W/ FLUSH MOUNT KIT AND SA315 SPEAKER. INCLUDES NECESSARY HARDWARE AND INSTALLATION.	1	\$1,226.03	\$1,226.03
30	336612	SLRCL-100 LED	ACR RCL-100 LED REMOTE CONTROL SEARCHLIGHT, 220,000 CD, 12/24VDC. ACR RCL-100 LED REMOTE CONTROL SEARCHLIGHT, 220,000 CD, 12/24VDC. INCLUDES: (1) ACR P/N 1951 RCL-100 LED REMOTE CONTROL SEARCHLIGHT WITH (1) MASTER CONTROLLER, (1) WIRED POINT PAD, NECESSARY HARDWARE AND INSTALLATION.	1	\$2,178.81	\$2,178.81
31	336612	FLDRLED	UPGRADE TO DR LED "KEVIN" 600+ LUMENS LED FLOOD LIGHTS. UPGRADE FROM STANDARD SBI 55WATT HALOGEN FLOOD LIGHTS TO DR LED "KEVIN" 8001344 600+ LUMENS LED FLOOD LIGHTS. INCLUDES NECESSARY HARDWARE AND INSTALLATION.	1	\$658.73	\$658.73
32	336612	CPI506/S	ICOM IC-M506 (FRONT MIC) VHF RADIO W/ SHAKESPEARE 5 VHF ANTENNA. ICOM IC-M506 SUBMERSIBLE PLUS MARINE (FRONT MIC) VHF WITH CLASS D DSC, AND NMEA 0183/2000. INCLUDES: SHAKESPEARE 5' VHF ANTENNA WITH S/S RATCHET MOUNT, FLUSH MOUNT KIT, EXTERNAL VHF SPEAKER, NECESSARY HARDWARE AND INSTALLATION.	1	\$1,173.81	\$1,173.81
33	OPEN	ROM-CFE- MARKE 1 T	INSTALL CUSTOMER SUPPLIED AGENCY RADIO & ANTENNA. RADIO MAKE/MOD INSTALL CUSTOMER SUPPLIED AGENCY RADIO & ANTENNA. INCLUDES: LABOR, NECESSARY HARDWARE, AND POWER FROM 12VDC DISTRIBUTION PANEL TO RADIO MOUNTING LOCATION FOR CUSTOMER SUPPLIED RADIO AND ANTENNA. AGENCY RADIO COMPONENTS NOT TO EXCEED (1) RADIO HEAD WITH MIC, (1) RADIO BODY OR AMP (IF SEPARATE FROM RADIO HEAD), (1) EXTERNAL RADIO SPEAKER, AND (1) ANTENNA WITH MOUNT. DOES NOT INCLUDE: RADIO, DASH TO REMOTE MOUNT CONVERSION KIT, FLUSH MOUNT KIT, ANTENNA, MIC, EXTERNAL VHF SPEAKER OR ANY REQUIRED RADIO HARNESSSES.	1	\$2,000.00	\$2,000.00
34	336612	GLTT	(2) SBI UNIVERSAL GUN LOCKS INSTALLED IN T-TOP BOLSTER. INCLUDES: (2) SBI UNIVERSAL GUN LOCKS MOUNTED IN T-TOP BOLSTER, NECESSARY HARDWARE AND INSTALLATION.	1	\$414.81	\$414.81
35	336612	TOW300	TOW SPOOL W/ 300 LINE, HAND BRAKE & COVER. TOW LINE STORAGE SPOOL W/ HAND BRAKE MOUNTED ON AFT SIDE OF RADAR POD. TOW SPOOL WILL STORE 300' OF 3/4 DBN TOW LINE. INCLUDES TOW SPOOL COVER, 300' OF LINE, NECESSARY HARDWARE AND INSTALLATION.	1	\$1,215.56	\$1,215.56
36	336612	SFTYKT	OFFSHORE SAFETY KIT SAFETY KIT. KIT INCLUDES: 24" LIFE RING BUOY WITH DISTRESS MARKER LIGHT, PORTABLE BILGE PUMP, 10-PERSON FIRST AID KIT, OFFSHORE MARINE FLARE SIGNAL KIT AND HAND HELD COMPRESSED AIR HORN.	1	\$834.12	\$834.12

Line	GSA	Code	Description	Qty	Price	Ext. Price
37	336612	DK17-38	DOCKING KIT FOR 17-38 HULLS. DOCKING KIT FOR 17'-38' HULLS. KIT INCLUDES: FOUR(4) 30' X 5/8" DBN DOCK LINES W/ EYE SPLICE AT ONE END (BLACK), FOUR(4) 5.5" X 20" 2-EYED RIBBED BLACK FENDERS, AND FOUR(4) 3/8" X 9' FENDER WHIPS (BLACK).	1	\$301.90	\$301.90
38	336612	AK27-31	ANCHOR KIT 27-31 ANCHOR KIT FOR 27'-31' HULLS. KIT INCLUDES: (1) FORTRESS FX11 7LB ANCHOR, (1) 3/8" S/S SHACKLE, (9 FT) S/S ANCHOR CHAIN, (1) 3/8" S/S JAW-TO-JAW SWIVEL, AND (150') 5/8" 3 STRAND W/ S/S THIMBLE.	1	\$627.68	\$627.68
39	336612	TRL5A	TRAILER, 16000 - 29 HULLS, ALUMINUM TRAILER, 16000 - 29' HULLS, ALUMINUM	1	\$17,889.27	\$17,889.27
40	336612	Prep3	SHIPPING PREP/FULL SHRINK WRAP PREPARATION FOR SHIPPING INCLUDES: 1 DISCONNECT BATTERIES FROM ELECTRICAL SYSTEM. 2 SECURE LOOSE GEAR TO PREVENT SHIFTING DURING SHIPMENT. 3 SECURE BOAT TO TRAILERS. (IF APPLICABLE) 4 SECURE EQUIPMENT (E.G., MOTORS, SPOTLIGHT, ETC.) AS NECESSARY TO PREVENT MOVEMENT DURING SHIPMENT. 5 REMOVE FLAMMABLE LIQUIDS IF REQUIRED TO COMPLY WITH OCEAN TRANSPORTATION REQUIREMENTS. 6 PLACE RADOME AND ANTENNAS IN LOWERED POSITION. 7 ENSURE NO MORE THAN 10 GALLONS FUEL REMAINS IN THE FUEL TANKS. 8 PLACE BOAT CABIN KEY IN A SECURE "HIDE" 9 PROTECTIVE SHRINK WRAP (COVERS BOAT DOWN TO COLLAR AND OUTBOARD ENGINES IF APPLICABLE) DOES NOT INCLUDE ACTUAL TRANSPORTATION CHARGES	1	\$2,186.92	\$2,186.92

Please contact me if I can be of further assistance.

SubTotal	\$268,389.99
Tax	\$0.00
Shipping	\$8,010.00
Total	\$276,399.99



METAL SHARK

6814 E. Admiral Doyle Drive ♦ Jeanerette, LA 70592 ♦ (337) 364-0777
sales@metalsarkboats.com

PRICING QUOTATION - 28 RELENTLESS

QUOTED BY:	John Hotz	QUOTED DATE:	2/5/21
QUOTED TO:	North Bay Village Police	QTY OF BOATS:	1
Name:	Sam Bejar	Email:	sbejar@nbvillage.com
Title:	Deputy Chief	(P):	786-213-9750
Address:	1666 JFK Causeway North Bay Village FL 33141	(M):	

Discount: 0%

Boat Delivery (Days ARO): 180

PART NUMBER	ITEM DESCRIPTION	QUOTED NOTES	QTY	METHOD	UNIT \$	TOTAL \$
BASE BOAT						
28 RELENTLESS	Welded Aluminum Collared Center Console Patrol	Incl Black Collar & Rub Strake	1	PER BOAT	\$139,594	\$139,594
PROPULSION						
MERC-VR-300T	Mercury Verado 300 HP Outboard Engines (twin)		1	PER BOAT	\$38,941	\$38,941
DIGITAL THROTTLE	UPGRADE TO DIGITAL THROTTLE AND SHIFT		1	PER BOAT	\$1,403	\$1,403
ENGPREFIG-DIGITAL	ENGINE PRE-RIGGING & INSTALL (PER ENGINE)		2	PER BOAT	\$4,218	\$8,436
PROP-SS-OB	Stainless Steel Outboard Propeller (Medium)		2	PER BOAT	\$752	\$1,503
PUMP-ST	STEERING PUMP		1	PER BOAT	\$486	\$486
STEERING	TILT HYDRAULIC STEERING	Tilt Helm w/ Power Knob	1	PER BOAT	\$172	\$172
RACOR	RACOR FUEL WATER SEPARATOR (EA)		2	PER BOAT	\$101	\$203
TRIM TAB	TRIM TABS		1	PER BOAT	\$1,185	\$1,185
TRIM TAB-LED	TRIM TAB INDICATORS FOR ELECTRIC TRIM TABS - LED		1	PER BOAT	\$431	\$431
ACCOMMODATIONS						
TTOP-WS	T-TOP W/WINDSHIELD	Wide w/ Rain Gutters	1	PER BOAT	\$3,881	\$3,881
LEANPOST-GUNRACK	LEANING POST W/GUNRACK	With Shock Mitigating Flip Up Bolsters	1	PER BOAT	\$4,995	\$4,995
IN-DASH LAPTOP PACKAGE	WATER TIGHT STORAGE WITH SLIDE OUT FEATER	Does Not include docking Station	1	PER BOAT	\$895	\$895
WIPER	WINDSHIELD WIPERS (PAIR)		1	PER BOAT	\$359	\$359
COATINGS & MARKINGS						
BOTPNT-MD	BOTTOM PAINT - MEDIUM	Black	1	PER BOAT	\$3,772	\$3,772
DECK-NOSKID-SM/MD	SAFETY WALK NON SKID (Small/Medium)	Light Gray	1	PER BOAT	\$4,979	\$4,979
COAMING PAD M/L	SEADECK COAMING PAD M/L	Light Gray	1	PER BOAT	\$1,266	\$1,266
PAINT	BOAT PAINT - CUSTOM FOR BOAT QUOTED	Non Reflective Mat Black Paint on Dash, underside of top and inner windshield	1	PER BOAT	\$940	\$940
BOW RAIL	BOW RAILS - LOW PATTERN (PAIR)		1	PER BOAT	\$359	\$359
GRABRAIL-BASIC	BASIC GRABRAIL PACKAGE	On top & console	1	PER BOAT	\$724	\$724
BASIC DIVE LADDER	BASIC 4-RUNG DIVE LADDER AND MOUNT		1	PER BOAT	\$386	\$386
ELECTRICAL & LIGHTING						
TRIBATTERY	TRIPLE BATTERY SYSTEM w/ isolator		1	PER BOAT	\$1,163	\$1,163
OPTIMA BATT	Optima Blue Top Battery		3	PER BOAT	\$242	\$725
DIST PANEL	ELECTRONICS DISTRIBUTION PANEL		1	PER BOAT	\$474	\$474
DIM SWITCH	DIMMER SWITCH PANEL LIGHTS & COMPASS		1	PER BOAT	\$120	\$120
DIAMOND SWITCH PANE	DIAMOND SWITCH PANEL	Controls Flood Lights	1	PER BOAT	\$422	\$422
FLOOD LIGHT	LED FLOOD LIGHT	Mtd 1-per Side on Top	4	PER BOAT	\$230	\$920
LIGHT-MINI 21	LIGHT - MINI FREEDOM LED 21.5"	All Blue	1	PER BOAT	\$988	\$988
SPOT LIGHT-BLK	LIGHT - BLACK REMOTE SPOT	Mtd fwd on roof	1	PER BOAT	\$507	\$507
OUTLET-USB/12V COMBO	12V USB OUTLET COMBO	On dash	2	PER BOAT	\$97	\$194
ELECTRONICS & NAVIGATION						
FULL ELECTRONICS PKG-S	9' MFD OR EQUAL, GPS, HEADING SENSOR, SOUNDER, DUAL TRANSDUCERS, RADR	Raymarine Axiom W/ Dome Radar Antenna	1	PER BOAT	\$10,746	\$10,746
COMPASS	COMPASS, (UPGRADE) DIMMABLE - RITCHEE NAVIGATOR OR		1	PER BOAT	\$518	\$518
VHF-BASIC	Basic VHF Radio and Antenna	Icom M330	1	PER BOAT	\$773	\$773
CUSTOM ELECTRONICS	CUSTOMIZED ELECTRONICS - SEE NOTES	Install Agency Supplied Radio	4	PER BOAT	\$167	\$668
PACKAGING & DELIVERY						
WRAP-XS/SM	SHRINK WRAP - X-SMALL/SMALL		1	PER BOAT	\$557	\$557
CUSTOMER PICK UP	CUSTOMER PICK UP	Customer to pick up at factory	1	PER BOAT	\$0	\$0
TRAILERS & CRADLES						
TRAILER 25-30	CUSTOM TRAILER 25-30 FEET		1	PER BOAT	\$13,905	\$13,905
SPARE TIRE/RIM	SPARE TIRE AND RIM		1	PER BOAT	\$233	\$233
TRANSOM TIE DOWN	TRANSOM TIE DOWN STRAPS		1	PER BOAT	\$195	\$195
TOTAL COST PER BOAT						\$248,019
TOTAL LOT ITEMS FOR ORDER						\$0

Total Order Amount (before tax, if applicable): \$248,019

PRICING SUMMARY

	Per Boat	QTY	Lot Items	Total Order	Avg per Boat
Total Boat + Options:	\$245,993	1	\$0	\$245,993	\$245,993
Spares:	\$0	1	\$0	\$0	\$0



METAL SHARK

6814 E. Admiral Doyle Drive ♦ Jeanerette, LA 70592 ♦ (337) 364-0777
sales@metalsharkboats.com

PRICING QUOTATION - 28 RELENTLESS

QUOTED BY: John Hotz QUOTED DATE: 2/5/21
QUOTED TO: North Bay Village Police QTY OF BOATS: 1 Discount: 0%

Name: Sam Bejar Email: sbejar@nbvillage.com
Title: Deputy Chief (P): 786-213-9750
Address: 1666 JFK Causeway North Bay Village FL 33141 (M):

Boat Delivery (Days ARO): 180

PART NUMBER	ITEM DESCRIPTION	QUOTED NOTES	QTY	METHOD	UNIT \$	TOTAL \$
	Packaging & Delivery:		1	\$0	\$557	\$557
	Testing & Training:		1	\$0	\$0	\$0
	Total Before Tax:		1	\$0	\$246,550	\$246,550

QUOTED ACCEPTED BY:

Printed Name: _____

Signature: _____ Date Signed: _____

Pricing Valid for 60 days from date quoted or close of bid, whichever is later
QUOTE IS CONFIDENTIAL AND PROPRIETARY INFORMATION OF METAL SHARK.
OUTSIDE AGENCY/CUSTOMER SHARING IS STRICTLY PROHIBITED WITHOUT WRITTEN APPROVAL FROM METAL SHARK

Sales Quote

DANA SAFETY SUPPLY, INC
4809 KOGER BLVD
GREENSBORO, NC 27407

Telephone: 800-845-0405

Sales Quote No.	415789-B
Customer No.	NBVPD

Bill To

CITY OF NORTH BAY VILLAGE PD
 1666 KENNEDY CAUSEWAY
 SUITE 300
 NORTH BAY VILLAGE, FL 33141

Ship To

CITY OF NORTH BAY VILLAGE PD
 1666 KENNEDY CAUSEWAY
 SUITE 300
 NORTH BAY VILLAGE, FL 33141

Contact: CHIEF SAM BEJAR
Telephone: 786-213-9750
E-mail: SBEJAR@NBVILLAGE.COM

Contact: CHIEF SAM BEJAR
Telephone: 786-213-9750
E-mail: SBEJAR@NBVILLAGE.COM

Quote Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
11/15/21	GROUND SHIPMENT	FOB DESTINATION	BOAT LIGHTS	NET30	
Entered By		Salesperson	Ordered By	Project Name	
EDWIN SALGADO		EDWIN SALGADO-Miami	CHIEF BEJAR		
Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
1	1	Y	WPA112 WEC WATERPROOF 100 WATT SIREN AMPLIFIER, ONLY Warehouse: MIAM Vin #: REQUIRES CONTROL HEAD, SOLD SEPERATELY FOR 1 EACH 100 WATT SPEAKER *****	299.0000	299.00
1	1	Y	WPA3BM WEC MARINE SIREN CONTROL HEAD W/BAIL BRACKET M Warehouse: MIAM Vin #: INCLUDES 20 FT OF CABLE & PLUG-IN MICROPHONE *****	375.0000	375.00
1	1	Y	SA314B WEC 100W ALUMINUM BLACK EPOXY COATED SPEAKER Warehouse: MIAM Vin #: OPTIONAL MOUNTING BRACKET MUST BE ORDERED SEPERATELY *****	320.0000	320.00
62	62	Y	PMPLBLLT218RBWC SOI 18 LED Inboard Module for Exterior Lightbar RBW Warehouse: MIAM Vin #:	123.0000	7,626.00
3	3	Y	PMPLBJ00 SOI Exterior Lightbar Break Out Box - 9/16v Warehouse: MIAM Vin #:	79.0000	237.00
2	2	Y	ETCPMP801 SOI 800 SERIES MULTI-PURPOSE CONTROL PANEL Warehouse: MIAM Vin #:	125.0000	250.00

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Printed By: EDWIN SALGADO

Continued on Next Page

Sales Quote

DANA SAFETY SUPPLY, INC
4809 KOGER BLVD
GREENSBORO, NC 27407

Telephone: 800-845-0405

Sales Quote No.	415789-B
Customer No.	NBVPD

Bill To

CITY OF NORTH BAY VILLAGE PD
 1666 KENNEDY CAUSEWAY
 SUITE 300
 NORTH BAY VILLAGE, FL 33141

Ship To

CITY OF NORTH BAY VILLAGE PD
 1666 KENNEDY CAUSEWAY
 SUITE 300
 NORTH BAY VILLAGE, FL 33141

Contact: CHIEF SAM BEJAR
Telephone: 786-213-9750
E-mail: SBEJAR@NBVILLAGE.COM

Contact: CHIEF SAM BEJAR
Telephone: 786-213-9750
E-mail: SBEJAR@NBVILLAGE.COM

Quote Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
11/15/21	GROUND SHIPMENT	FOB DESTINATION	BOAT LIGHTS	NET30	
Entered By		Salesperson	Ordered By	Project Name	
EDWIN SALGADO		EDWIN SALGADO-Miami	CHIEF BEJAR		
Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
			Approved By: _____ <input type="checkbox"/> Approve All Items & Quantities Quote Good for 30 Days		

Print Date	12/28/21
Print Time	11:15:41 AM
Page No.	2

Subtotal	9,107.00
Freight	0.00
Order Total	9,107.00

Printed By: EDWIN SALGADO

RESOLUTION NO. 2022- _____

A RESOLUTION OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, APPROVING THE PURCHASE OF A PURPOSE BUILT 30' MARINE PATROL VESSEL FOR USE BY THE VILLAGE'S POLICE DEPARTMENT FROM DGS BOATS CORP. IN AN AMOUNT NOT TO EXCEED BUDGETED FUNDS; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE A CORRESPONDING AGREEMENT; APPROVING A CORRESPONDING BUDGET AMENDMENT; DECLARING THE EXISTING POLICE MARINE PATROL VESSEL AS SURPLUS PROPERTY; AUTHORIZING THE SALE OR DISPOSITION OF SURPLUS PROPERTY; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, North Bay Village (the "Village") actively works to enhance the quality of life for its residents and visitors, and the Police Department promotes that mission by maintaining a highly visible and proactive presence that is community oriented and focused on maintaining the peace, safety and security of the community; and

WHEREAS, the Village's Marine Patrol Unit works collaboratively with neighboring agencies to mitigate risk by enforcing state and federal maritime regulations and statutes, and responds to emergency calls from distressed boaters and enforce boating safety; and

WHEREAS, the Village's current patrol vessel has reached the end of its useful life, and will soon need to be decommissioned; and

WHEREAS, a new, replacement vessel will ensure that the Village can continue to deliver superior maritime public safety services, and further improve the safety of boaters; and

WHEREAS, Section 36.25(L) of the Village Code provides that the Village Commission may award a contract without sealed bidding upon a finding that the process

of competitive bidding and competitive proposals is not in the best interest of the Village;
and

WHEREAS, the Village Police Department has recommended that the Village Commission approve a contract with DGS Boats Corp. (“DGS Boats”) for the construction of the “DGS PRO 30 - NBVPD Special Version”; and

WHEREAS, DGS Boats is unique in that it uses an extruded polymer (HHDPE - Hybrid High-Density Polyethylene) that wears better than the maritime law enforcement industry standard (aluminum) hull; and

WHEREAS, the use of the unique HHDPE hull mitigates many of the maintenance issues that plague the standard (inflatable) collar vessels, which are maintenance intensive, prone to collapse, and generally require an expensive replacement every five years; and

WHEREAS, as such, the HHDPE DGS Boat is expected to significantly reduce the total cost of ownership, and provide a superior return on investment to the Village; and

WHEREAS, although, the HHDPE Boat is generally more expensive than the more traditional aluminum-hulled rigid inflatable boat, by agreeing to be the first to market with the DGS Boats’ 30’ Police Boat, the Village has obtained very favorable pricing, thousands less than offers from other companies; and

WHEREAS, DGS Boats has quoted the Village \$236,000 for the DGS PRO 30 – NBVPD Special Version, with the Village Police Department planning to spend an additional \$10,000.00 with an existing vendor to add ancillary emergency lighting equipment, bringing the total cost of the vessel to \$246,000.00; and

WHEREAS, the \$236,000 cost of the DGS PRO 30 – NBVPD Special Version is less than previous quotes received by the Village for similar boats including the industry standard 29' Safe Boat quoted at \$276,400 in mid-2021 (currently estimated at \$293,000 due to market and inflation increases), and the 28' Metal Shark “Relentless” model (a leader in the Florida maritime security operations market), which was quoted at \$248,000 in early 2021, and currently costs \$267,000 (due to market and inflation increases); and

WHEREAS, for all of the aforementioned reasons, the Village Commission finds that it is in the Village's best interest to purchase the DGS PRO 30 – NBVPD Special Version from DGS Boats; and

WHEREAS, pursuant to Section 36.25(L) of the Village Code, the Village Commission desires to approve the purchase of the DGS PRO 30 – NBVPD Special Version in an amount not to exceed budgeted funds, consistent with the Quote and Boat Purchase and Construction Agreement (the “Agreement”) attached hereto as Exhibits “A” and “B,” respectively, and authorize the Village Manager to execute the Agreement, subject to approval by the Village Attorney as to form, content, and legal sufficiency; and

WHEREAS, on September 29, 2021, the Village Commission adopted Resolution No. 2021-54 approving the budget for fiscal year 2021-2022 (the “Budget”); and

WHEREAS, pursuant to Section 166.241(5), Florida Statutes, the Village Commission may amend a budget at any time within a fiscal year; and

WHEREAS, pursuant to Section 35.21 of the Village Code of Ordinances and Florida Law, the Village Commission desires to amend the Budget consistent with the staff memorandum accompanying this Resolution by authorizing the line item transfers to

provide for the purchase of the DGS PRO 30 – NBVPD Special Version as further provided in Exhibit “C” attached hereto and incorporated herein; and

WHEREAS, the Village Commission declares the marine patrol vessel listed on Exhibit “D” attached hereto (the “Surplus Vessel”) as surplus property as the Surplus Vessel has become obsolete, has outlived its usefulness, has become inadequate for the public purposes for which it was intended, or will no longer be needed for public purposes in light of the purchase authorized by this Resolution, and authorizes the Village Manager to sell or otherwise dispose of the Surplus Vessel at the appropriate time; and

WHEREAS, the Village Commission finds that this Resolution is in the best interest and welfare of the residents of the Village.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, AS FOLLOWS:

Section 1. Recitals. That each of the above-stated recitals are hereby adopted, confirmed, and incorporated herein.

Section 2. Approval. That the Village Commission hereby approves the purchase of the DGS PRO 30 – NBVPD Special Version consistent with the terms and conditions of the Quote and Agreement attached hereto as Exhibits “A” and “B,” respectively, in an amount not to exceed budgeted funds.

Section 3. Authorization. That the Village Commission authorizes the Village Manager to execute the Agreement in substantially in the form attached hereto as Exhibit “B”, subject to the final approval of the Village Attorney as to form, content, and legal sufficiency.

Section 4. Amending Budget. That the Village Commission hereby approves an amendment to the budget by authorizing the line item transfers as further provided in Exhibit “C” attached hereto and incorporated herein.

Section 5. Declaration of Surplus Property. That the Surplus Vessel has become obsolete, has outlived its usefulness, has become inadequate for the public purposes for which it was intended, or will no longer be needed for public purposes in light of the purchase authorized by this Resolution. Accordingly, the Village Council declares the Surplus Vessel listed on Exhibit “D” attached hereto to be surplus personal property of the Village.

Section 6. Authorizing Sale or Disposition of Surplus Property. That the Village Manager is hereby authorized to sell or dispose of the Surplus Vessel by public auction or other procedure determined by the Village Manager to be in the best interests of the Village at the appropriate time. Any surplus property items acquired by the Village pursuant to governmental grant programs shall only be disposed of in accordance with procedures and criteria applicable to such grant programs.

Section 7. Implementation. That the Village Manager and Village Attorney are hereby authorized to take such further action as may be necessary, including the expenditure of budgeted funds, to implement the purpose and provisions of this Resolution.

Section 8. Effective Date. That this Resolution shall be effective immediately upon adoption.

The foregoing Resolution was offered by _____ who moved its adoption. The motion was seconded by _____ and upon being put to a vote, the vote was as follows:

Mayor Brent Latham _____

Vice Mayor Marvin Wilmoth _____

Commissioner Richard Chervony _____

Commissioner Rachel Streitfeld _____

Commissioner Julianna Strout _____

PASSED AND ADOPTED on this _____ day of _____, 2022.

Brent Latham, Mayor

ATTEST:

Debra E. Eastman, MMC
Interim Village Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

Weiss Serota Helfman Cole & Bierman, PL
Village Attorney

EXHIBIT "A"

DGS Quote

EXHIBIT "B"

Boat Purchase and Construction Agreement

EXHIBIT "C"

Budget Amendment

EXHIBIT "D"

Surplus Vessel Description

EXHIBIT A



Appendix "A"

SCOPE OF SUPPLY

North Bay Village Police Dept - Special Price	PY2022
Revision 5	3/2/2022

2022 DGS PRO 30 NBVPD Special Version

All specifications and standard features are approximate and are subject to change

Specifications

Length Overall (LOA) (No Engines) Approx	9.60 m (31'-6")
Beam Overall (BOA) Approx	3.20 m (10'-6")
Top Speed (30% Payload) considering 02 outboards 300HP = 600HP	44 Knt (51+ MPH)
Range Performance @30 knt cruising speed @40% MLC @seastate 2 @ twin 300HP	250 NM
Fuel Capacity	200 gallons = 0.57 MTon (1,250 lbs)
Deadrise at Transom	23 degrees
Draft (Engine Trimmed Up)	22"
Dry Weight: vessel, no engines, no fuel, no options, no liquids, no people, no cargo.	3.00 MT (6,614 lbs)
Light Load: ready to navigate with 100% fuel.	4.60 MT (10,140 lbs)
Max Load Capacity - MLC - (Fuel/Cargo/Personnel)	2.00 MT (4,400 lbs)
Max Displacement	6.40 MT (14,100 lbs)
Max HP Allowed	800 HP
Seated Positions	6

DGS PRO 30 - Boat Conf. & Standard Equipments.	S Price	Qty	Selected
--	---------	-----	----------

DGS PRO 30 - No Engine - Yes STD equipment.	\$138,117	1	\$138,117
Hull & Deck			
Hybrid High-Density Polyethylene -HHDPE			
HHDPE Heavy Duty Bottom Plate 20 mm			
HHDPE Tubular Military-grade keel protector			
HHDPE Limited Lifetime Warranty 20" Collar System			



HHDPE Heavy Duty Bow Eye for heavy towing
HHDPE Anchor bracket with bow rollers
HHDPE Anti-Fatigue Deck
HHDPE Machined extra-wide gunwale with HD cleats built-in
Walk-around center console deck layout w. enclosed aft deck
HHDPE Standard PRO Machinery anti-slip deck

01 - Bow Anchor/Storage Locker with aft-facing door w. drainage

High Capacity Self Bailing Deck

04 - HHDPE Heavy Duty Cleats welded on the collar.

Super Structure / Center Console / Dash

PortSide Helm

Open Cockpit Center Console Hard-Top

HHDPE dashboard panel in a dark grey soft-touch finish

ECP 47" Wide Approx. Center Console

02 - Aft rigging storage with topside access

Transon Inspection Hatch

Swing Down Radar Pod.

Rear Emergency Tow Post

Motor Guard / Tow Line Guard (special version)

Laminated safety glass windshield and Lexan side windows

Windshield Wiper & Washer.

Fwd Console Cushioned Bench

Removable Center Console for Fuel Tank Access

Electrical System, Power Generation & Lighting.

Electrical Sys (100% Bluesea Systems, ProMariner, Ancor Cables. Marinc
Products)

06 pos - Bluesea Backlit switch fuse panel with marine-grade switches

04 - Premium AGM Marine Battery with ACR / Isololator - 02 x Engines - 2
x Service

01 - Waterproof On-Board Marine Battery Charger ProTournament Elite 24
Triple/similar.

01 - Set Hella Marine 3NM Navigation Lights (LED)

01 - Hella Marine Anchor Light (LED)

04 - Hella Marine Sea Hawk 1500 lumens Flood Light

02 - Red/White (LED) Dome Lights

08 - Deck Courtesy Lights

03 - Blue Sea Digital Voltmeter to control all batteries banks

01 - Blue Sea Mini OLED Tank Monitor - Yellow



- 01 - Navigation Trumpet Horn
- 02 - Single 12V Electrical Plugs
- 02 - Dual USB Charger Receptacle 12V Hi-Output
- 02 - HD Electric Bilge Pump w/ auto/man/off switch 2200GPM
- 01 - Bilge Alert High Water Alarm with Ultima Switch

Seating, Seat Storage & Upholstery

- 02 - Shoxs Seats 3700 X4
- 01 - HHDPE Footrest with anti-skid finishing
- 01 - Gun Locker

Safety, Rescue & Diving Equipment

- Two (2) Fire-Extinguishers
- Removable Telescoping swim ladder.

Options	S Price	Qty	Selected
Engines Selected			
Outboards Twin Mercury 350 Verado + Hydraulic Power Assis Steering Sys + All Rigging, Propellers, and Installation.	\$65,598	1	\$65,598
Configuration Options / Hull Access			
DGS PRO HD Push Knees + Installation	\$895	1	\$895
Electronics & Navigation			
01- SS-1002 Ritchie Navigation SuperSport Flush-Mount Compass, 3-3/4" Apparent Reading, Black with Blue Card/similar + Installation	\$498	1	\$498
01 - MFD Raymarine AXIOM Pro 16 RVX with RealVision 3D and 1kW CHIRP Sonar, 01 - GA150 GPS & Glonass antenna, 01 - Pack of RV-312 RealVision 3D Plastic Through Hull Transducers, Port and Starboard 12 Degree (includes 8M Transducer Extension Cable and Split Transducer Y-Cable), 01 - Quantum 2 Q24D Doppler 18" Radar with 10m Power and Data Cable, 01 - Ray53 VHF Radio with Integrated GPS receiver, 01 - 8FT VHF Marine Antenna Black Galaxy Coating + Installation	\$10,985	1	\$10,985
Lightning & LE Pack			
Whelen Loundhailer sys WPA112, WPA2, SA315 (No Equip, Only Installation)	\$300	1	\$300



ACR RCL-95 Black LED Searchlight w/Wired/Wireless Remote Control - 10 Efficient High Flux 50W LEDs (OSRAM) - 50,000 Operating Hours, 470,000 Candela, Max Beam Distance 4,501 Feet (1,372 m), 360° Continuous Rotation and 135° Tilt with Auto-Home Return when Off, 4 Amps (12V) UV and Weather Resistant and Simple Installation (12-24V Power Connection and 5M Wired Joystick Control Cable)+ Installation	\$725	1	\$725
SamBej Customized Lightbar - Design and Construction Project	\$2,895	1	No Charge
SamBej Customized Lightbar (red/blue/white), (No Equip, Only Installation)	\$1,360	1	\$1,360
Trailing			
Aluminum Trailer - 2 Axle - Brakes in All Axles, Net Carrying Cap 12,500 lbs + Spare tire + Full tie-down access.	\$12,388	1	\$12,388
Miscellaneous			
Install of Agency Radios (\$100/H)	\$100	0	\$0
White Vinyl Applique - Port & STB	\$3,562	1	\$3,562
Vinyl NBV PD logo + POLICE	\$391	1	\$391
NBV Police logo machinery on the collar end and console	\$3,985	1	No Charge
Gun Locks/Locker(s)	\$761	1	No Charge
Mid-ship hide cleats (Port & Stbd)	\$89	2	\$178
Overboard Grap pole	\$625	1	\$625
In-Dash watertight laptop storage	\$378	1	\$378
Shipping			No Charge
4H on site, DGS Academy Water Training.			No Charge

Total	\$236,000.00
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END OF SCOPE OF SUPPLY



BOAT PURCHASE AND CONSTRUCTION AGREEMENT

This BP&CA consists of the following documents.

- Boat Purchase and Construction Agreement.
- Appendix "A"- Scope of Supply.
- Appendix "B"- Limited Manufacturer Warranty.
- Appendix "C"- Delivery & Acceptance Certificate.

This Boat Purchase and Construction Agreement BP&CA (the "Agreement") is entered into on the _____ day of April 2022, between **North Bay Village**, with its principal office located at 1666 John F Kennedy Causeway, Suite #300, North Bay Village, FL 33141, (the "Buyer"), and DGS Boats Corp., with its principal office located at 7429 Riviera Blvd, Unit 15, Miramar, FL 33023 - USA (the "Seller").

RECITALS

WHEREAS, the Seller is the manufacturer and Seller of certain coastal and inland waterway vessels known as the **DGS PRO 30 - NBVPD Special Version** and

WHEREAS, Buyer wishes to contract with Seller for the Construction and Delivery of a new vessel (the "Vessel"), further accurately described below,

WHEREAS, Seller agrees to build and deliver the Vessel to Buyer;

NOW, THEREFORE, in consideration of the premises and the mutual covenants herein contained, for good and valuable consideration, the receipt and sufficiency of which are at this moment acknowledged, the parties hereto agree as follows:



1. GENERAL CONDITIONS

1.1 **Description of Vessel.** Seller agrees to perform the Work required by this Agreement to build and deliver to the Buyer the Vessel, generally described as

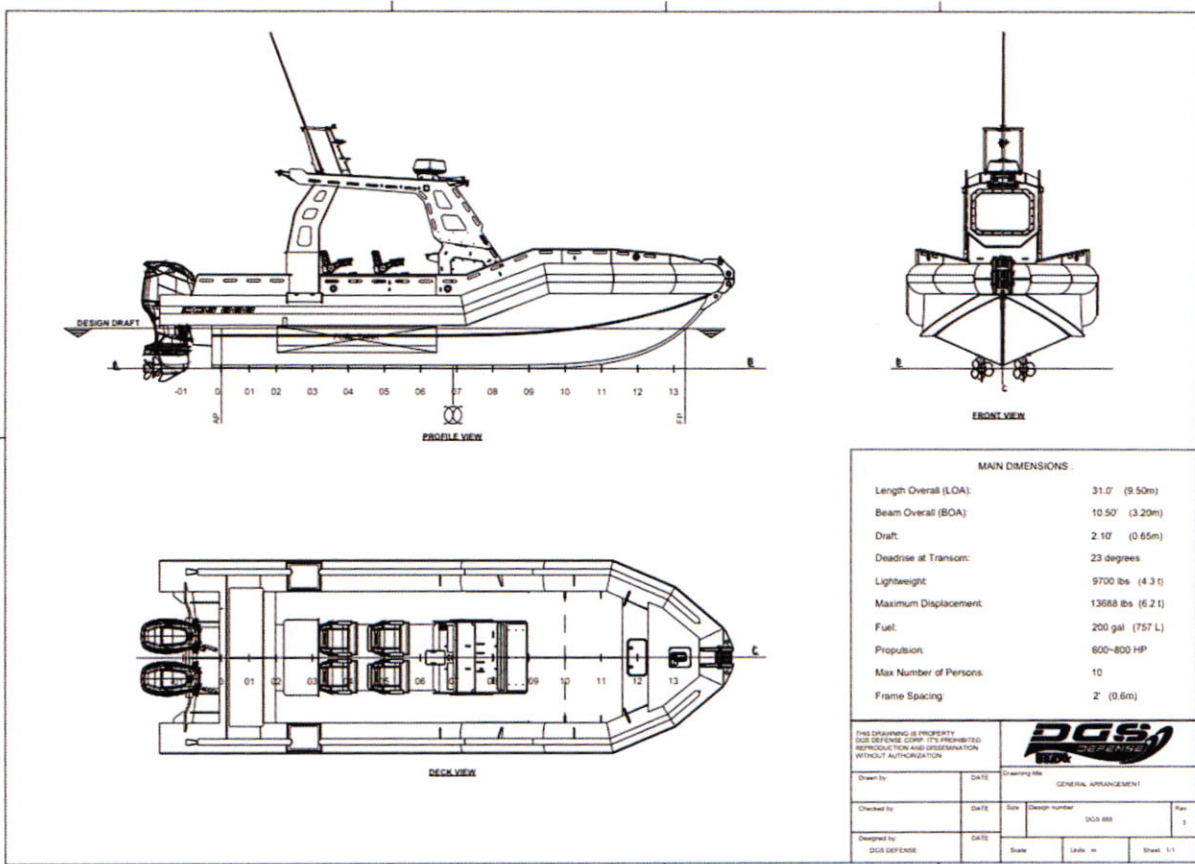
Table 1 - Main Characteristics (expectation).

US-DGSP0002H223

2022 DGS PRO 30 NBVPD

HIN ~~US-DGSB~~

General Arrangement Illustrative, only as a reference.



2. SCOPE OF WORK

2.1 **Labor & Materials.** Seller agrees to furnish all labor and materials for the Vessel construction, described in Annex A.

2.2 **Performance of Work.** According to this Agreement, Seller shall perform all Work under this Agreement excellently and professionally, according to good marine practices. As Buyer has entered into this Agreement relying upon the individual vessel construction skills of Seller and its employers, Seller



shall not assign any of its responsibilities under this Agreement without the prior consent of Buyer, which shall not be unreasonably withheld.

3. COMMENCEMENT & COMPLETION

3.1 **Time for Completion.** The Work to be performed under this Agreement shall commence on receipt of the initial down payment and be substantial completion on or before (50) fifty weeks from such date.

3.2 The Purchase Price and Payment Schedule are set out in Section 06 below. For purposes of this Agreement, "Substantial Completion" shall mean the construction of the hull, outboard motors, steering systems, underdeck tank, electrical systems, and specified electronics shall be installed. A more detailed list of those components and systems constituting Substantial Completion is attached hereto as **Annex A**. "Substantial Completion" does not mean that all equipment or systems will have been operated, adjusted or tested, sea trials conducted, that all warranty work will be completed, or that paint or other finishes will be complete according to touch up and to repaint as may be required due to final adjustments and warranty work.

3.2.1 "Buyer Delays" are acts or failure to act by Buyer as required under this Agreement and include delays due to Buyer's failure to make payments under this Agreement.

3.2.2 "Permissible Delays" are delays due to events of Force Majeure under Article 11 of this Agreement.

3.2.3 Since we are in a pandemic period, parts and equipment suppliers may delay. The Seller will make every effort to ensure that the total manufacturing time is as short as possible.

3.3 **Inspection Before Substantial Completion.** The Seller agrees that a Buyer representative may inspect and examine the Vessel on or before the agreed date of Substantial Completion at the Vessel location to determine that the Vessel is Substantially Complete. Upon Substantial Completion, Seller shall after that be allowed a reasonable time to complete launching and all final installations, trials, tests, adjustments, and warranty work, and Buyer may inspect and examine the Vessel during such Work before accepting delivery. Any delay or failure on the Seller's part to complete all such Work shall be subject to the provisions of Article 9.

4. TITLE AND SECURITY INTERESTS

4.1 **Title to Vessel & Equipment.** The Seller warrants and guarantees all work, materials, and equipment covered for a request for any Payment, whether the Down Payment or Final Payment, whether then incorporated in the Vessel or which is identified to an to be included in or placed on the Vessel when delivered, will pass to the Buyer upon Payment of each such Payment, free and clear of all liens, claims, security interests or encumbrances, and that no work, materials or equipment covered for a payment request will have been acquired by the Seller or by any other person performing the Work on the Vessel or furnishing materials and equipment for the Vessel subject to an agreement under which an interest therein or an encumbrance thereon is retained by the Seller or otherwise imposed by the Seller or such other person.



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4.2 **Security Agreements & Subordination.** Seller shall execute such documents, including a security agreement and appropriate other documents granting a security interest in the Vessel for which any payment has been made in favor of Buyer and/or Buyer's lending institution, as may be requested by either or both. Any person or entity which holds a security interest on a property of Seller which reasonably may be construed as applying to the Vessel (including materials and equipment identified to its construction), during its construction, the secured party shall agree to subordinate its security interest to the interests of Buyer to the extent that Buyer has made progress payments covering such Work, materials and equipment. Seller agrees to obtain subordination agreements for any other holders of security interests in a property to which Seller has title or possession, which might apply to the Vessel. Its materials, machinery, and equipment become identified to the Vessel's construction.

5. DELIVERY & ACCEPTANCE

5.1 **Substantial Completion and Testing.** Buyer shall have a reasonable time, not to exceed five (05) business days after substantial completion set forth, in which to inspect and test the Vessel and its systems, including conducting reasonable dock trials. Any defects which may become apparent during such inspections shall be corrected by the party providing any faulty component. When the Vessel is substantially complete, except for such items as Seller and Buyer may agree to be accomplished at a later date, Seller shall issue a Certificate of Substantial Completion, which shall specify any such discrepancies and the approved manner of disposition, as determined before Sea Trials, as defined in Section 5.3 hereof.

5.2 **Sea Trials.** Upon Seller's issuance of a Certificate of Substantial Completion, Seller shall proceed with Sea Trials as defined in this. Buyer and Seller agree that the Sea Trials or other testing procedures may disclose defects in Seller's artistry, equipment, or Installation after substantial completion of the Vessel. Any such defects shall be corrected by Seller at no additional cost to Buyer and shall be correct with ten (10) business days being identified.

5.3 **Delivery Procedures.** Upon completion of the Sea Trials and correction of all observed defects (except defects as Seller and Buyer agree in writing are Minor Items to be adjusted as provided in Section 5.4), and payment of amounts stated in Section 6 minus any amounts deducted under Section 5.4, Seller must prepare the Vessel for Client's Boat Ramp, in North Bay Village. At least ten days before delivery, Seller shall provide Buyer with the following documents: (1) a Manufacturer's Certificate so that the Vessel can be documented; (2) any other forms or documents necessary to obtain the Vessel's documentation with the United States Coast Guard or other legal jurisdiction chosen by Buyer; (3) a warranty and maintenance package which must include the manufacturer's literature collected as stated in this Agreement and/or otherwise that may have been obtained by the Seller for maintenance of the Vessel, its finishes and related equipment, and any drawings executed as per may be required by this Agreement.

5.4 **Minor Items.** Buyer and Seller may agree in writing that any defects noted in Sea Trials do not substantially affect the intended operation of the Vessel, which it is shall then be deemed to be Minor Items. If at the time of delivery of the Vessel, Minor Items exist that have not been corrected or completed, a list of the Minor Items will be made by Buyer and Seller, an agreed value assigned to each such Minor Item, and Buyer and Seller shall both sign such list. The Vessel shall be delivered, and the agreed value of such Minor Items withheld from the Final Payment. In the event Buyer and Seller cannot agree as to the value of any such Minor Item, the value may be determined by a marine surveyor, the cost of which shall be shared by the parties. Each party shall suggest a marine surveyor, and if the parties are unable to reach an



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agreement, the two marine surveyors shall suggest a third surveyor, who shall be then engaged by the parties to perform the survey.

6. PURCHASE PRICE & PAYMENTS TERMS.

6.1 Purchase Price.

DGS PRO 30 - \$ 236,000.00 (Tax Exempt).

6.2 Payments Schedule.

- 40% of the Purchase Price due at signing (“Down Payment”);
- 35% of the Purchase Price one week before the arrival of the engines;
- 15% of the Purchase Price upon successful completion of Sea Trial;
- 10% of the remaining balance within two weeks following delivery to Buyer;
- Title to the Vessel shall pass to the Buyer when payment for the vessel has been made in full.

6.3 To the extent that any member of Seller's technical team must travel further than 25 miles from Seller's place of business to provide services or training to Buyer, the costs and expenses for lodging, travel, and accommodations are not included in the Purchase Price.

7. BUYER'S RESPONSIBILITIES

7.1 Governmental Inspection. The Buyer shall be responsible for filing the required documents to secure approval of legal authorities having jurisdiction over the design and construction of the Vessel if any such license is required.

7.2 Buyer's Default. Suppose Buyer defaults under this Agreement, cancel this Agreement, or otherwise fails to make the installment payments under Section or otherwise fails to close upon Substantial Completion. In that case, Seller, at its sole discretion, may retain Buyer's Down Payment as compensation and liquidated damages for Buyer's default. Seller shall give the Buyer notice of any default hereunder in writing, and Buyer shall have ten (10) days from the date of notice to cure such default.

8. SELLER'S RESPONSIBILITIES

8.1 Seller's Warranties. All workmanship shall be free from faults and defects and in conformance with this Agreement, including any additions and modifications agreed by the parties. When the Vessel is tendered for delivery, it shall be in seaworthy condition and fit for the purposes for which it was intended. All material, machinery, equipment, pieces and/or parts specified herein and installed in the completed Vessel shall be new, of recent manufacture and unused, except for the usual acceptance tests required. The foregoing shall not apply to Buyer-supplied equipment. If required by the Buyer, the Seller shall furnish satisfactory evidence as to the kind and quality of



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materials and equipment. This Warranty lapses upon Delivery of the Vessel and is replaced by the Limited Warranty set forth in Article 13.

8.2 **Delivery.** Seller shall deliver the Vessel to Buyer at Seller's place of business.

8.3 **Permissible Delays** are delays due to events of Force Majeure as set forth in Article 11 hereunder.

8.4 **Seller's Default.** If Seller cancels this Agreement or otherwise fails to deliver the Vessel or defaults hereunder, it shall reimburse all monies paid by Buyer prior to its default.

9. TERMINATION OF AGREEMENT

9.1 **Termination Prior to Delivery.** Either party may terminate this Agreement for convenience at any time prior to delivery upon written notice to the other party; provided, however, as follows:

(i) **Termination by Buyer:** Buyer may terminate this Agreement prior to Substantial Completion for Seller's breach, which does not include delay due to a Force Majeure event under Section 11. Unless terminated within ten (10) days following Buyer's execution of this Agreement, the Down Payment is subject to forfeiture, and Seller shall have no obligation to reimburse Buyer or return any portion of the Down Payment remitted as of such date of termination.

(ii) **Termination by Seller:** if Seller terminates this Agreement prior to Delivery, Seller shall immediately return to Buyer ALL monies paid under this Agreement as of such date of termination. Seller shall in no event pay interest, penalties, or financing fees to Buyer in the event of Seller's termination hereunder. Seller may terminate this Agreement prior to Delivery for Buyer's breach if Buyer fails to cure such breach within fifteen (15) days of written notice from Seller. In the event of Seller's termination due to Buyer's Breach, Seller shall be entitled to retain ten percent (10%) of all amounts paid to Seller as of such date of termination as liquidated damages to cover Seller's costs and damages due to Buyer's breach.

10. DISPUTE RESOLUTION

10.1 **Arbitration.** The parties agree to use their best efforts to resolve any dispute arising hereunder by negotiation. If the parties are unable to reach a mutual agreement through good faith efforts and negotiation within sixty (60) days following a dispute, any controversy or claim arising out of or relating to this Agreement shall be resolved by arbitration in accordance with the Society of Marine Arbitrators' Rules then in force. The number of arbitrators shall be one. The parties waive, to the extent permitted by law, any rights to appeal or any review of such award by any court or tribunal of competent jurisdiction. The parties agree that any arbitral award may be entered by any court having jurisdiction. The arbitration proceedings shall take place in Ft. Lauderdale, Broward County, Florida.

10.2 **Applicable Law.** The Agreement shall be governed by the laws of the State of Florida, United States of America, unless and except to the extent that any general maritime law of the United States may apply.



11. FORCE MAJEURE

11.1 **Delay or Failure of Performance.** Any delay or failure of performance by either party pursuant to this Agreement shall be excused if, and to the extent, the delay or failure was caused by occurrences beyond the reasonable control of the party affected and not due to its fault or negligence, including but not limited to decrees of a governmental instrumentality, acts of God, floods, work stoppages due to labor disputes or strikes not the fault of either party, fires, explosions, epidemics, riots, war, rebellion, sabotage, non-receipt of any equipment or materials for which orders have been properly expedited, and/or delay resulting from late delivery of supplies or late performance of services to have been furnished by subcontractors or suppliers required to be used pursuant to the Specification or at the direction of the Buyer provided, however, that the foregoing shall not be considered a waiver of either party's obligations under this Agreement, and further provided that the party seeking relief under this Section shall be required to use reasonable diligence in seeking to overcome the obstacle, which shall be documented, and performance shall have been resumed within a reasonable time after the obstacle has been removed; provided still further that the party seeking relief shall promptly notify the other in writing of the time of commencement and ending of any such occurrence and describe the nature of the occurrence and its anticipated effect on the performance of this Agreement.

12. CHANGES IN THE WORK

12.1 **Change Orders.** Buyer may not make any changes to the Boat's Scope of Work prior to delivery, absent the express consent of the Seller. If any change order requests are granted, Seller may recalculate the Purchase Price, if necessary, and Buyer shall accept such new adjusted Purchase Price.

13. WARRANTY AND DISCLAIMER OF ADDITIONAL WARRANTIES.

13.1 Limited Warranty, Exclusions, Other Manufacturers' Warranties, and Limitations of Liability are set forth on **Exhibit "B"** attached here. Seller provides Vessel's limited Warranty as set forth on **Exhibit "B"** attached hereto and expressly incorporated herein.

13.2 The Limited Warranty, Exclusions, Limitation of Remedies, and the Disclaimer of Additional Warranties outlined in **Exhibit "B"** hereto have been negotiated by the parties hereto. The Seller has relied on Buyer's Agreement to the Limited Warranty and Limitation of Remedies in determining its exposures to liabilities and expenses of insurance for purposes of determining the Purchaser Price. Buyer has read, understands, and at this moment agrees to all of the terms and conditions herein, expressly including the Limited Warranty, Limitation of Remedies, and other provisions outlined in **Exhibit "B."**

14. BUYER'S FAILURE TO MAKE PROMPT PAYMENT

14.1 **Default & Interest.** In the event of default of Buyer to timely make any progress payment required hereunder, and to cure such default within ten business days, after receipt of written notice from Seller, Seller may suspend Work on the Vessel and give written notice to Buyer of such suspension, and the completion date shall be extended one day for each day that Work is suspended from the date of suspension until seven days after payment is made. Any monies not paid when due to either party under this Agreement shall bear interest at the maximum rate permitted by Florida law.



15. NOTICE

Buyer and Seller will each designate, in writing, their respective authorized representatives for any notice required hereunder and matters relating to this Agreement. Any information required or permitted under this document will be deemed to have been effectively provided no later than 48 hours after it has been deposited in the US mail or electronic mail (email) addresses provided below by the parties.

(i) If to Buyer: City of North Bay Village.
Attn: Samuel Bejar.
SBejar@nbvillage.com
Deputy Chief of Police
1666 John F Kennedy Causeway, Suite #300
North Bay Village, FL 33141
Phone +1 305 758 2626 ext 59

With Copy To: Weiss Serota Helfman Cole & Bierman, P.L.
Attn: Haydee Sera, Esq.
North Bay Village Attorney
2800 Ponce de Leon Boulevard, 12th Floor
Coral Gables, FL 33134
hsera@wsh-law.com (email)

(ii) If to Seller: DGS BOATS Corp.
Attn: Abilio Di Gerardi
abilio@dgsboats.com
7429 Riviera Blvd, Unit 15,
Miramar, FL 33023.
Phone +1 954 589 5828

Either party may change such address or designated Representative by giving written notice of such change to the other party in the manner provided above.

16. ENTIRE AGREEMENT

16.1 **Entire Agreement.** This Agreement constitutes the entire Agreement between the parties pertaining to the subject matter hereof and supersedes all prior agreements, representations, and understandings of the parties. No waiver of any provision of this Agreement shall be deemed or shall constitute a waiver of any other provision, whether similar nor shall any waiver constitute a continuing waiver. No waiver by either party of any failure of the other party to keep or perform any undertaking or condition of this Agreement shall be deemed to be a modification of this Agreement nor to be a waiver of any preceding or subsequent breach of the same or any other undertaking or condition.

16.2 **Severability.** Suppose any provision of this Agreement shall be declared invalid or unenforceable. In that case, the remainder of this Agreement will continue in full force and effect so far as the parties' intent can be carried out.



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16.3 **Written Modification Only.** The terms and conditions contained herein, as well as those of any documents prepared in conjunction with the sale of the Vessel, may not be modified, altered, or waived by any action, inaction, or representations, whether oral or in writing, except upon the expressed, written authority of Seller.

16.4 **E-Verify Affidavit.** In accordance with Section 448.095, Florida Statutes, the Buyer requires all contractors doing business with the Buyer to register with and use the E-Verify system to verify the work authorization status of all newly hired employees. The Buyer will not enter into a contract unless each party to the contract registers with and uses the E-Verify system. The contracting entity must provide of its proof of enrollment in E-Verify. For instructions on how to provide proof of the contracting entity's participation/enrollment in E-Verify, please visit: <https://www.e-verify.gov/faq/how-do-i-provide-proof-of-my-participationenrollment-in-e-verify>. By entering into this Agreement, the Contractor acknowledges that it has read Section 448.095, Florida Statutes; will comply with the E-Verify requirements imposed by Section 448.095, Florida Statutes, including but not limited to obtaining E-Verify affidavits from subcontractors; and has executed the required affidavit attached hereto and incorporated herein.

16.5 **Ownership and Access to Records and Audits.**

16.5.1 Seller acknowledges that all inventions, innovations, improvements, developments, methods, designs, analyses, drawings, reports, compiled information, and all similar or related information (whether patentable or not) which relate to Services to the Buyer belong to the Buyer.

16.5.2 Seller agrees to keep and maintain public records in Seller's possession or control in connection with Seller's performance under this Agreement. The Village Manager or designee shall, during the term of this Agreement and for a period of three (3) years from the date of termination of this Agreement, have access to and the right to examine and audit any records of the Seller involving transactions related to this Agreement. Seller additionally agrees to comply specifically with the provisions of Section 119.0701, Florida Statutes. Seller shall ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed, except as authorized by law, for the duration of the Agreement, and following completion of the Agreement until the records are transferred to the Buyer.

16.5.3 Upon request from the Buyer's custodian of public records, Seller shall provide the Buyer with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided by Chapter 119, Florida Statutes, or as otherwise provided by law.

16.5.4 Unless otherwise provided by law, any and all records, including but not limited to reports, surveys, and other data and documents provided or created in connection with this Agreement are and shall remain the property of the Buyer.

16.5.5 Upon completion of this Agreement or in the event of termination by either party, any and all public records relating to the Agreement in the possession of the Seller shall be delivered by the Seller to the Village Manager, at no cost to the Buyer, within seven (7) days. All such records stored electronically by Seller shall be delivered to the Buyer in a format that is compatible with the Buyer's information technology systems. Once the public records have been delivered upon completion or



termination of this Agreement, the Seller shall destroy any and all duplicate public records that are exempt or confidential and exempt from public records disclosure requirements.

16.5.7 Seller's failure or refusal to comply with the provisions of this section shall result in the immediate termination of this Agreement by the Buyer.

16.5.8 Notice Pursuant to Section 119.0701(2)(a), Florida Statutes. **IF THE SELLER HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE SELLER'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS: VILLAGE CLERK, 1666 KENNEDY CAUSEWAY, NORTH BAY VILLAGE, FL 33141, 305-756-7171, VILLAGECLERK@NBVILLAGE.COM.**

16.6 Indemnification.

16.6.1 Seller shall indemnify and hold harmless the Buyer, its officers, agents and employees, from and against any and all demands, claims, losses, suits, liabilities, causes of action, judgment or damages, arising from Seller's performance or non-performance of any provision of this Agreement, including, but not limited to, liabilities arising from contracts between the Seller and third parties made pursuant to this Agreement. Seller shall reimburse the Buyer for all its expenses including reasonable attorneys' fees and costs incurred in and about the defense of any such claim or investigation and for any judgment or damages arising from Seller's performance or non-performance of this Agreement.

16.6.2 Nothing herein is intended to serve as a waiver of sovereign immunity by the Buyer nor shall anything included herein be construed as consent to be sued by third parties in any matter arising out of this Agreement or any other contract. The Buyer is subject to section 768.28, Florida Statutes, as may be amended from time to time.

16.6.3 The provisions of this section shall survive termination of this Agreement.

16.7 Insurance.

16.7.1 Seller shall secure and maintain throughout the duration of this agreement insurance of such types and in such amounts not less than those specified below as satisfactory to Buyer, naming the Buyer as an Additional Insured, underwritten by a firm rated A-X or better by A.M. Best and qualified to do business in the State of Florida. The insurance coverage shall be primary insurance with respect to the Buyer, its officials, employees, agents, and volunteers naming the Buyer as additional insured. Any insurance maintained by the Buyer shall be in excess of the Seller's insurance and shall not contribute to the Seller's insurance. The insurance coverages shall include at a minimum the amounts set forth in this section and may be increased by the Buyer as it deems necessary or prudent.

16.7.1.1 Commercial General Liability coverage with limits of liability of not less than a \$1,000,000 per Occurrence combined single limit for Bodily Injury and



NORTH BAY VILLAGE
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Property Damage. This Liability Insurance shall also include Completed Operations and Product Liability coverages and eliminate the exclusion with respect to property under the care, custody and control of Seller. The General Aggregate Liability limit and the Products/Completed Operations Liability Aggregate limit shall be in the amount of \$2,000,000 each.

16.7.1.2 Workers Compensation and Employer's Liability insurance, to apply for all employees for statutory limits as required by applicable State and Federal laws. The policy(ies) must include Employer's Liability with minimum limits of \$1,000,000.00 each accident. No employee, subcontractor or agent of the Seller shall be allowed to provide Services pursuant to this Agreement who is not covered by Worker's Compensation insurance. In order for this requirement to be waived, Seller must provide proof of exemption from such laws. Information regarding eligibility for an exemption from the State of Florida Workers' Compensation Law is available at:

<https://www.myfloridacfo.com/Division/wc/PublicationsFormsManualsReports/Brochures/Key-Coverage-and-Eligibility.pdf>.

Exemptions may be applied for online through the Florida Department of Financial Services, Division of Workers' Compensation at:

<https://www.myfloridacfo.com/Division/wc/Employer/Exemptions/default.htm>.

16.7.1.3 Business Automobile Liability with minimum limits of \$1,000,000 per occurrence, combined single limit for Bodily Injury and Property Damage. Coverage must be afforded on a form no more restrictive than the latest edition of the Business Automobile Liability policy, without restrictive endorsements, as filed by the Insurance Service Office, and must include Owned, Hired, and Non-Owned Vehicles.

16.7.1.4 Professional Liability Insurance in an amount of not less than One Million Dollars (\$1,000,000.00) per occurrence, single limit. If Professional Liability Insurance is required, the Buyer shall select this box: .

IN WITNESS: The parties hereto have executed this Agreement as of the date first set forth above.

BUYER: City of North Bay Village.

Ralph Rosado, PhD
Village Manager

By: _____

Date: _____

SELLER: DGS BOATS CORP.

Abilio Di Gerardi
Founder/CEO

By:  _____

Date: 3/30/2022

END OF BOAT PURCHASE AND CONSTRUCTION AGREEMENT





Appendix "A"

SCOPE OF SUPPLY

North Bay Village Police Dept - Special Price	PY2022
Revision 5	3/2/2022

**2022 DGS PRO 30 NBVPD
Special Version**

All specifications and standard features are approximate and are subject to change

Specifications

Length Overall (LOA) (No Engines) Approx	9.60 m (31'-6")
Beam Overall (BOA) Approx	3.20 m (10'-6")
Top Speed (30% Payload) considering 02 outboards 300HP = 600HP	44 Knt (51+ MPH)
Range Performance @30 knt cruising speed @40% MLC @seastate 2 @ twin 300HP	250 NM
Fuel Capacity	200 gallons = 0.57 MTon (1,250 lbs)
Deadrise at Transom	23 degrees
Draft (Engine Trimmed Up)	22"
Dry Weight: vessel, no engines, no fuel, no options, no liquids, no people, no cargo.	3.00 MT (6,614 lbs)
Light Load: ready to navigate with 100% fuel.	4.60 MT (10,140 lbs)
Max Load Capacity - MLC - (Fuel/Cargo/Personnel)	2.00 MT (4,400 lbs)
Max Displacement	6.40 MT (14,100 lbs)
Max HP Allowed	800 HP
Seated Positions	6

DGS PRO 30 - Boat Conf. & Standard Equipments.	S Price	Qty	Selected
--	---------	-----	----------

DGS PRO 30 - No Engine - Yes STD equipment.	\$138,117	1	\$138,117
Hull & Deck			
Hybrid High-Density Polyethylene -HHDPE			
HHDPE Heavy Duty Bottom Plate 20 mm			
HHDPE Tubular Military-grade keel protector			
HHDPE Limited Lifetime Warranty 20" Collar System			

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HHDPE Heavy Duty Bow Eye for heavy towing
HHDPE Anchor bracket with bow rollers
HHDPE Anti-Fatigue Deck
HHDPE Machined extra-wide gunwale with HD cleats built-in
Walk-around center console deck layout w. enclosed aft deck
HHDPE Standard PRO Machinery anti-slip deck

01 - Bow Anchor/Storage Locker with aft-facing door w. drainage

High Capacity Self Bailing Deck

04 - HHDPE Heavy Duty Cleats welded on the collar.

Super Structure / Center Console / Dash

PortSide Helm

Open Cockpit Center Console Hard-Top

HHDPE dashboard panel in a dark grey soft-touch finish

ECP 47" Wide Approx. Center Console

02 - Aft rigging storage with topside access

Transon Inspection Hatch

Swing Down Radar Pod.

Rear Emergency Tow Post

Motor Guard / Tow Line Guard (special version)

Laminated safety glass windshield and Lexan side windows

Windshield Wiper & Washer.

Fwd Console Cushioned Bench

Removable Center Console for Fuel Tank Access

Electrical System, Power Generation & Lighting.

Electrical Sys (100% Blusea Systems, ProMariner, Ancor Cables. Marinc
Products)

06 pos - Blusea Backlit switch fuse panel with marine-grade switches

04 - Premium AGM Marine Battery with ACR / Isololator - 02 x Engines - 2
x Service

01 - Waterproof On-Board Marine Battery Charger ProTournament Elite 24
Triple/similar.

01 - Set Hella Marine 3NM Navigation Lights (LED)

01 - Hella Marine Anchor Light (LED)

04 - Hella Marine Sea Hawk 1500 lumens Flood Light

02 - Red/White (LED) Dome Lights

08 - Deck Courtesy Lights

03 - Blue Sea Digital Voltmeter to control all batteries banks

01 - Blue Sea Mini OLED Tank Monitor - Yellow



- 01 - Navigation Trumpet Horn
- 02 - Single 12V Electrical Plugs
- 02 - Dual USB Charger Receptacle 12V Hi-Output
- 02 - HD Electric Bilge Pump w/ auto/man/off switch 2200GPM
- 01 - Bilge Alert High Water Alarm with Ultima Switch

Seating, Seat Storage & Upholstery

- 02 - Shoxs Seats 3700 X4
- 01 - HHDPE Footrest with anti-skid finishing
- 01 - Gun Locker

Safety, Rescue & Diving Equipment

- Two (2) Fire-Extinguishers
- Removable Telescoping swim ladder.

Options	S Price	Qty	Selected
Engines Selected			
Outboards Twin Mercury 350 Verado + Hydraulic Power Assis Steering Sys + All Rigging, Propellers, and Installation.	\$65,598	1	\$65,598
Configuration Options / Hull Access			
DGS PRO HD Push Knees + Installation	\$895	1	\$895
Electronics & Navigation			
01- SS-1002 Ritchie Navigation SuperSport Flush-Mount Compass, 3-3/4" Apparent Reading, Black with Blue Card/similar + Installation	\$498	1	\$498
01 - MFD Raymarine AXIOM Pro 16 RVX with RealVision 3D and 1kW CHIRP Sonar, 01 - GA150 GPS & Glonass antenna, 01 - Pack of RV-312 RealVision 3D Plastic Through Hull Transducers, Port and Starboard 12 Degree (includes 8M Transducer Extension Cable and Split Transducer Y-Cable), 01 - Quantum 2 Q24D Doppler 18" Radar with 10m Power and Data Cable, 01 - Ray53 VHF Radio with Integrated GPS receiver, 01 - 8FT VHF Marine Antenna Black Galaxy Coating + Installation	\$10,985	1	\$10,985
Lightning & LE Pack			
Whelen Loundhailer sys WPA112, WPA2, SA315 (No Equip, Only Installation)	\$300	1	\$300



ACR RCL-95 Black LED Searchlight w/Wired/Wireless Remote Control - 10 Efficient High Flux 50W LEDs (OSRAM) - 50,000 Operating Hours, 470,000 Candela, Max Beam Distance 4,501 Feet (1,372 m), 360° Continuous Rotation and 135° Tilt with Auto-Home Return when Off, 4 Amps (12V) UV and Weather Resistant and Simple Installation (12-24V Power Connection and 5M Wired Joystick Control Cable)+ Installation	\$725	1	\$725
SamBej Customized Lightbar - Design and Construction Project	\$2,895	1	No Charge
SamBej Customized Lightbar (red/blue/white), (No Equip, Only Installation)	\$1,360	1	\$1,360
Trailing			
Aluminum Trailer - 2 Axle - Brakes in All Axles, Net Carrying Cap 12,500 lbs + Spare tire + Full tie-down access.	\$12,388	1	\$12,388
Miscellaneous			
Install of Agency Radios (\$100/H)	\$100	0	\$0
White Vinyl Applique - Port & STB	\$3,562	1	\$3,562
Vinyl NBV PD logo + POLICE	\$391	1	\$391
NBV Police logo machinery on the collar end and console	\$3,985	1	No Charge
Gun Locks/Locker(s)	\$761	1	No Charge
Mid-ship hide cleats (Port & Stbd)	\$89	2	\$178
Overboard Grap pole	\$625	1	\$625
In-Dash watertight laptop storage	\$378	1	\$378
Shipping			No Charge
4H on site, DGS Academy Water Training.			No Charge

Total	\$236,000.00
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END OF SCOPE OF SUPPLY



Appendix "B"

Limited Manufacturer Warranty

DGS Defense Corp. ("DGS") provides the following Limited Manufacturer Warranty to the original owner of its **2022 DGS PRO 30**, were purchased directly from DGS BOATS and operated under regular use ("Vessel"), subject to the remedies, exclusions, and limitations set out below.

1. Limited LIFETIME Warranty: Any Collar Defect (HHDPE Tube) in the raw material or workmanship, which is reported by the purchaser from the date of sale to DGS, will be repaired or replaced at DGS's sole discretion. The "collar" means the HHDPE tube that circulates the vessel and the rectangular section of the collar protector made of HHDPE and welded to the collar.

2. Fifteen-Year (15) Structural Hull Limited Warranty: Any Structural Hull Defect in the raw material or workmanship, which is reported within fifteen (15) years from the date of sale to the original purchaser, will be repaired or replaced at DGS's sole discretion. The "Hull" shall mean the HHDPE Composite hull, interior hull stringers, and transom integral structural components.

3. Five-Year (05) Superstructure Limited Warranty: Any Superstructure Defect in the raw material or workmanship, which is reported within five (five) years from the date of sale to the original purchaser, will be repaired or replaced at DGS's sole discretion. The "Superstructure" shall mean only the HHDPE Composite center console/cabin.

A Structural HULL Defect shall mean a substantial defect in the Vessel's Hull, which causes the Vessel to be unfit or unsafe for general use under normal operating conditions.

4. Five-Year (05) Limited Warranty on Component Manufactured By DGS: DGS will repair or replace, at its sole discretion, any components HHDPE manufactured or installed by DGS that are defective in factory materials and/or workmanship, which are reported within two years from the date of sale to the original purchaser and are not addressed in the specific warranties listed in paragraph 1 or 3 or set out in the exclusions paragraph below.

5. One-Year (01) Limited Warranty on Upholstered Items: DGS will repair or replace, at its sole discretion, any upholstered items manufactured or installed by DGS that are defective in factory materials and/or workmanship and are reported within one year from the date of sale to the original purchaser.

6. Transportation: For warranty claims under paragraphs 1 to 5, the owner must deliver the Vessel at DGS Boats Corp, 7429 Riviera Blvd, Unit 15, Miramar, FL 33023 -USA. Any cost and expenses for technical team travel, haul out, transportation to and from DGS's premises (or a dealer's premises), or other service providers are not included in the limited Warranty. Although reasonable expenses, at DGS's sole discretion, authorized by DGS for warranty service, can be applied.

EXCLUSIONS AND LIMITATIONS

This Limited Warranty does not apply to any boat which has been salvaged or declared a total loss or constructive total loss for any reason not covered in this limited Warranty. This Limited Warranty also does not apply to the following items:

- (1) Except as otherwise specified above, expenses for hauling out, transportation to DGS factory for warranty service.
- (2) Equipment or accessories not manufactured by DGS which has its warranties, including but not limited to engines, engine components, batteries, propellers, controls, steering systems, navigation systems, communication systems, Fuel tank, fuel line, thermal vision equipment (FLIR), electrical equipment, lights, seats, bilge pumps, and others. These third-party warranties will be effective on the date of Substantial Completion and Delivery of the Vessel to the Buyer. They will extend for the entire warranty period stated by the manufacturer for each individual covered item.
- (3) Stains or marks caused by sea trails, tears or discoloration of the hull material, damage, deterioration, discoloration or mold of cushions, cosmetic surface finishes, plated or painted metal, and stainless-steel finishes, plastic or acrylic material, or anti-fouling bottom paint.
- (4) Windshield breakage and leakage.

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- (5) Any DGS boat initially sold at retail by a party other than an authorized DGS dealer.
- (6) Damage resulting in abuse, misuse, improper rigging, and installation by an owner or any other person or entity not authorized, accidents, overloading, or powering more than the recommended maximum horsepower.
- (7) Failure of the owner to use, maintain or store the Boat as specified in the DGS owner's manual; and any other failure to provide reasonable care and maintenance. Normal wear and tear maintenance items are excluded from warranty coverage, including but not limited to filters, bulbs, batteries, bungees, and anchor rope.
- (8) Any DGS boat which has been altered or modified from DGS factory specifications, including penetration of the hull by anyone other than DGS factory personnel or DGS-authorized dealer service personnel following factory specified procedures.
- (9) Use of improper trailer, improperly placed supporting bunks or slings, incorrect bunks placement and improper boat lift or sling.
- (10) Any representation or implication relating to estimated performance characteristics, speed, range, or fuel consumption.
- (11) Any failure or defect caused by an act of nature resulting in damage, cost, or expense.
- (12) Any failure or defect arising from a previous repair made by a non-authorized service provider.
- (13) Any item exceeding the expressed coverage limits specified in any DGS Limited Warranty.
- (14) Any defect or repair requiring redesign of the Boat, except under the recall provisions of the United States Federal Boat Safety Act of 1971 or the recall laws of any other foreign jurisdiction.

SOLE REMEDY OF PURCHASER

BUYER'S SOLE AND EXCLUSIVE REMEDY FOR ANY DEFECTS IN PARTS, MATERIALS, INCLUDING FACTORY MATERIALS OR WORKMANSHIP RELATED TO THE VESSEL SHALL BE REPAIR OR REPLACEMENT OF ANY SUCH DEFECT, AT DGS' SOLE DISCRETION.

DGS reserves the sole right to carry out repairs, refurbishment, or reconditioning of the Vessel for warranty repairs or replacement service, including reconditioned, repaired, or remanufactured products or parts. Such products and parts will be comparable in function and performance to an original product or part and warranted for the remainder of the original warranty period. In no event shall any repair or replacement under this Limited Warranty exceed the fair market value of the product as of the date of the owner's claim. Acceptance of any Vessel or component thereof returned, or any refund provided by DGS shall not be deemed an admission that the Vessel or product is defective. All parts, products, or Vessels that are replaced become the property of DGS.

OTHER LIMITATIONS

EXCEPT AS SET FORTH HEREIN, DGS OFFERS NO OTHER WARRANTIES, EXPRESS OR IMPLIED FOR THE VESSEL. DGS EXPRESSLY EXCLUDES ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING IMPLIED WARRANTIES OF FITNESS AND MERCHANTABILITY. DGS FURTHER DISCLAIMS ANY LIABILITY FOR INDIRECT, CONSEQUENTIAL OR SPECIAL DAMAGES, INCLUDING LOST PROFITS, ECONOMIC LOSS ARISING FROM CLAIMS OF PRODUCT FAILURE, NEGLIGENCE, FAILURE TO WARN AND/OR INSTRUCT, AND ANY OTHER THEORY OF LIABILITY NOT EXPRESSLY COVERED UNDER THE TERMS OF THE LIMITED WARRANTY.

BUYER'S OBLIGATIONS

To initiate a warranty claim, it is the responsibility of the purchaser to contact DGS immediately after the discovery of any defect, describe the nature of the problem, and provide a hull serial number and date of purchase. DGS is solely responsible for determining and authorizing in writing the remedial action(s) to be performed at the DGS factory or by a DGS-authorized and approved service provider.

ASSIGNMENT OF COMPONENT WARRANTIES

Except as expressly set out herein, all warranties provided by the manufacturers and distributors of components, equipment, and parts on the Boat (collectively "Component Manufacturers") are hereby assigned to the owner to the extent permitted by Component Manufacturers, as the owner's sole and exclusive remedy with respect to such items.

REGISTRATION & WARRANTY TRANSFER POLICY

The fifteen-year, five-year, and one-year limited warranties are transferable to a subsequent owner, provided, however, that this Limited Warranty is not transferable to any subsequent purchaser or a DGS vessel that has been salvaged and resold, or resold after a declaration of a total loss or a constructive total loss, i.e. the cost of repair exceeds the value of the Boat.

A subsequent purchaser of a DGS vessel must complete and remit a DGS warranty transfer form, available for download at www.dgsboats.com, and a copy of the bill of sale to DGS Defense Corp, 7429 Riviera Blvd, Unit #15, Miramar, FL 33023 – USA, within 30 days of purchase.



I (we) acknowledge that I (we) have received and had the opportunity to review a written copy of the terms of the DGS Defense Limited Warranty and all information provided by DGS BOATS CORP in the owner's manual and have been offered instructions by the dealer on the proper operation of the Vessel. I (we) accept the terms and conditions of the DGS Defense Limited Warranty.

HIN: ~~US-DGSB-~~ DGSP00024223

Purchaser: North Bay Village Police Dept.

Date: _____

Purchaser: _____

Date: _____

Purchaser: _____

Date: _____

END OF LIMITED MANUFACTURE WARRANTY


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Appendix "C"

Delivery & Acceptance Certificate.

DGS BOATS CORP. (DGS) ("Seller"), according to BOAT PURCHASE AND CONSTRUCTION AGREEMENT, dated, _____ 2022, between **DGS Boats Corporation** and **City of North Bay Village**, Village Manager, Ralph Rosadi, PhD. address 1666 John F Kennedy Causeway, Suite #300, North Bay Village, FL 33141, ("Buyer"), at this moment delivers the Vessel, hull serial number HIN US-DGSB DGSP0002H223 to Buyer. The Buyer accepts delivery of said Vessel from Seller at the date and time hereof, without waiver of any warranties, issues of clouds on title, or other buyer rights arising under that Agreement and any documents incorporated therein.

DGS Defense Corp, in its sole discretion, may (i) discontinue or limit the manufacture and/or sale of any Products, and (ii) modify the design, specifications, or construction of any DGS Products, or portion thereof (provided that, for DGS's commitments to Representative under accepted orders, the modification has equivalent form, fit and function), but DGS shall not thereby incur any obligation to provide such modification(s) on DGS Products previously purchased by Representative. DGS shall give the Representative at least one [***] Confidential treatment has been requested for the bracketed portions. The confidential redacted portion has been omitted and filed separately with the Securities and Exchange Commission. Hundred and eighty (180) days advance written notice of any discontinuance. When faced with shortages, DGS shall allocate, limit or terminate the production and sale of DGS Products at its sole discretion. DGS shall not, in any event, incur any liability arising out of or related to the exercise of its rights.

Dated: _____ Time: _____

Buyer: **North Bay Village Police Department** By: _____

Title: _____

END OF DELIVERY & ACCEPTANCE CERTIFICATE



E-VERIFY AFFIDAVIT

In accordance with Section 448.095, Florida Statutes, the Village requires all contractors doing business with the Village to register with and use the E-Verify system to verify the work authorization status of all newly hired employees. The Village will not enter into a contract unless each party to the contract registers with and uses the E-Verify system.

The contracting entity must provide of its proof of enrollment in E-Verify. For instructions on how to provide proof of the contracting entity's participation/enrollment in E-Verify, please visit: <https://www.e-verify.gov/faq/how-do-i-provide-proof-of-my-participationenrollment-in-e-verify>

By signing below, the contracting entity acknowledges that it has read Section 448.095, Florida Statutes and will comply with the E-Verify requirements imposed by it, including but not limited to obtaining E-Verify affidavits from subcontractors.

Check here to confirm proof of enrollment in E-Verify has been attached to this Affidavit.

In the presence of:

Signed, sealed and delivered by:

Witness #1 Print Name: S. PREJAR

Print Name: ABILIO DI GERARDI

Witness #2 Print Name: LEONARDO MACHADO

Title: FOUNDER/CEO

Entity Name: DGS BOATS CORP.

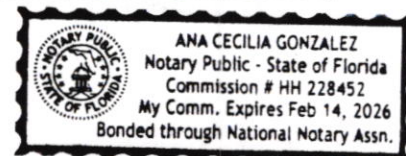
ACKNOWLEDGMENT

State of Florida
County of Miami-Dade

The foregoing instrument was acknowledged before me by means of physical presence or online notarization, this 30th day of March, 2022, by Abilio Di Gerardi (name of person) as CEO (type of authority) for DGS Boats (name of party on behalf of whom instrument is executed).

Ana Cecilia Gonzalez
Notary Public (Print, Stamp, or Type as Commissioned)

- Personally known to me; or
- Produced identification (Type of Identification: FLDL#D266-000-68-468-0)
- Did take an oath; or
- Did not take an oath



1954

1. The Commission
has received
information
that the
applicant
has not
yet been
admitted
to the
practice
of law
in the
State of
California.



State Bar of California
San Francisco, California

By *[Signature]*
Secretary

STATE BAR OF CALIFORNIA
1954
Commissioner of State Bar
San Francisco, California



NORTH BAY VILLAGE
EST. 1945

**North Bay Village
Budget Amendment Form**

Department	Police Department	Date	4/12/2022
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Fund(s) to be changed: General Fund

GL Account	GL Line Item	Transfer to:	Transfer from:
001-00-369-9000	FIND Grant	\$ -	\$ 60,000
001-21-521-8300	Other Grants & Aids (Project GF22-06)	\$ 60,000	\$ -
TOTAL (Columns must be equal)		\$ 60,000	\$ 60,000

Description:
Appropriate the FIND Grant revenue to pay for a portion of Police Boat.

Fund(s) to be changed: Forfeiture Fund

GL Account	GL Line Item	Transfer to:	Transfer from:
107-00-389-3890	Appropriation of Fund Balance	\$ -	\$ 26,000
107-21-521-6430	Machinery & Equipment (Project GF22-06)	\$ 26,000	\$ -
TOTAL (Columns must be equal)		\$ 26,000	\$ 26,000

Description:
Appropriate forfeiture funds to pay for a portion of Police Boat.

Total	\$ 86,000	\$ 86,000
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EXHIBIT D

DHSMV RECORD -

REG: FL6510MW TLE: 0093042210 BHN: AMHA9018A505 DECAL: 14128072
STATUS: TRANSFER EXPIRE DATE: 06/30/2017
MAKE: AMERICAN MARINE HOLDINGS INC YR: 2005 LENGTH: 028
HULL: FBGLASS PROP: OUTBOARD
USE: GOVERNMENT VESSEL FUEL: GAS
COMM USE: GOVERNMENT VESSEL
OWNER 1: CITY OF NORTH BAY VILLAGE DOB: 00/00/00
DL: SEX: RACE:
1666 79TH STREET CSWY FL 3
NORTH BAY VILLAGE , FL, 33141-4169
RESIDENCY: FLORIDA RESIDENT
OWNER 2: DOB: 00/00/00
DL: SEX: RACE:



NORTH BAY VILLAGE
EST. 1945

ITEM NO. 11.C

North Bay Village Recommendation Memorandum

DATE: April 12, 2022

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

FROM: Madalyn Medrano, Commission Aide

SPONSORED BY: Commissioner Rachel Streitfeld, Cosponsored by Mayor Brent Latham, Vice Mayor Marvin Wilmoth, Commissioners Richard Chervony and Julianna Strout

SUBJECT: **RESOLUTION IN SUPPORT OF MIAMI-DADE 2022 FEDERAL LEGISLATIVE PACKAGE**

SPONSORED BY COMMISSIONER RACHEL STREITFELD, CO-SPONSORED BY MAYOR BRENT LATHAM, VICE MAYOR MARVIN WILMOTH, COMMISSIONER DR. RICHARD CHERVONY, AND COMMISSIONER JULIANNA STROUT

RECOMMENDATION

A RESOLUTION OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, SUPPORTING THE MIAMI-DADE COUNTY 2022 FEDERAL LEGISLATIVE PACKAGE; PROVIDING FOR TRANSMITTAL; AND PROVIDING FOR AN EFFECTIVE DATE.

Approval of this item supports the Miami-Dade County federal legislative agenda and will help North Bay Village prosper as a local government entity.

BACKGROUND AND ANALYSIS

North Bay Village supports the Miami-Dade County 2022 Federal Legislative Package and the following guiding principles:

- **Home Rule and Preemption: SUPPORT** preservation of local home rule; **OPPOSE** any

effort to preempt local authority.

- **Federal Funding, Cost Shifts and Unfunded Mandates: SUPPORT** preservation of existing federal funding for County programs; **SUPPORT** direct Federal funding to Counties and cities; and **OPPOSE** any additional cost shifts or unfunded mandates from the federal government to the County, and any reductions in County revenue or formula funding from the federal government. **OPPOSE** any measure that would adversely affect County revenues.
- **Protect Previous Federal Funding: SUPPORT** efforts to secure the same level of federal funding for County programs as last year.
- **Promote Partnerships: SUPPORT** partnerships with other counties, municipalities, national associations, and any other entity that would help to create favorable outcomes for the County.

Approval of this item supports the Miami-Dade County federal legislative agenda and will help North Bay Village prosper as a local government entity.

Prosperity

North Bay Village's prime location and residential areas offer a unique experience to visitors and business owners. The NBV100 plan highlights the community's abundance of potential by creating a compelling destination in these ways:

- Attracting economic development,
- Synergizing public space, and
- Increasing property values.

BUDGETARY/FINANCIAL IMPACT (Finance Dept.)

N/A

PERSONNEL IMPACT

N/A

RESOLUTION NO. 2022-____

A RESOLUTION OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, SUPPORTING THE MIAMI-DADE COUNTY 2022 FEDERAL LEGISLATIVE PACKAGE; PROVIDING FOR TRANSMITTAL; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, North Bay Village (the “Village”) is committed to: (1) supporting home rule authority and opposing preemption of local authority; (2) preserving existing federal funding for local government programs and opposing unfunded federal mandates; and (3) promoting intergovernmental partnerships with local government national associations (“Priorities”); and

WHEREAS, Miami-Dade County (the “County”) has approved a 2022 Federal Legislative Package (the “Federal Legislative Package”), encouraging the United States Congress and the President to fund and adopt several key measures in support of the Priorities; and

WHEREAS, the Village Commission finds it is in the best interest and welfare of the residents of the Village to adopt this Resolution supporting the Priorities attached hereto as composite Exhibit “A.”

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The above recitals are confirmed, adopted, and incorporated herein and made a part hereof by reference.

Section 2. Support. The Village Commission hereby expresses its support of the County’s Federal Legislative Package attached hereto as composite Exhibit “A.”

Section 3. Transmittal. The Village Clerk is hereby directed to transmit a copy of this Resolution to the Office of the County Mayor, the County Board of County Commissioners, and the County League of Cities.

Section 4. Effective Date. This Resolution shall become effective immediately upon adoption.

The foregoing Resolution was offered by _____ who moved its adoption. The motion was seconded by _____ and upon being put to a vote, the vote was as follows:

Mayor Brent Latham _____

Vice Mayor Marvin Wilmoth _____

Commissioner Richard Chervony _____

Commissioner Rachel Streitfeld _____

Commissioner Julianna Strout _____

PASSED AND ADOPTED on this _____ day of _____, 2022.

Brent Latham, Mayor

ATTEST:

Debra E. Eastman, MMC
Interim Village Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

Weiss Serota Helfman Cole & Bierman, PL
Village Attorney

Composite Exhibit A

**Miami-Dade County
2022 Federal Legislative Package**



MIAMI-DADE COUNTY 2022 FEDERAL LEGISLATIVE PACKAGE

GUIDING PRINCIPLES

- **Home Rule and Preemption:** *SUPPORT* preservation of local home rule; *OPPOSE* any effort to preempt local authority.
- **Federal Funding, Cost Shifts and Unfunded Mandates:** *SUPPORT* preservation of existing federal funding for County programs; *SUPPORT* direct Federal funding to Counties and cities; and *OPPOSE* any additional cost shifts or unfunded mandates from the federal government to the County, and any reductions in County revenue or formula funding from the federal government. *OPPOSE* any measure that would adversely affect County revenues.
- **Protect Previous Federal Funding:** *SUPPORT* efforts to secure the same level of federal funding for County programs as last year.
- **Promote Partnerships:** *SUPPORT* partnerships with other counties, municipalities, national associations, and any other entity that would help to create favorable outcomes for the County.



MIAMI-DADE COUNTY 2022 FEDERAL LEGISLATIVE AGENDA

MIAMI-DADE BOARD OF COUNTY COMMISSIONERS FEDERAL RESOLUTIONS

As of March 1, 2022, and in chronological order by passage

R-754-21: RESOLUTION URGING PRESIDENT JOSEPH R. BIDEN, JR. AND THE BIDEN ADMINISTRATION TO CONDEMN THE CUBAN GOVERNMENT'S HANDLING OF THE PROTESTS, AND SUPPORT THE CUBAN PEOPLE IN THEIR STRUGGLE FOR FREEDOM AND BASIC NEEDS BY VARIOUS AVENUES, INCLUDING BY MAINTAINING AND STRENGTHENING ECONOMIC SANCTIONS, BY PUBLICLY DENOUNCING THE CUBAN DICTATORSHIP FOR ITS VIOLENCE AGAINST THE CUBAN PEOPLE, BY RECOGNIZING THE PRO-DEMOCRACY MOVEMENT'S EFFORTS ON BEHALF OF DEMOCRACY, BY USING ALL AVAILABLE TECHNOLOGY TO ALLOW THE FREE FLOW OF INFORMATION IN AND OUT OF CUBA, BY DIPLOMATIC INTERVENTION, AND BY COORDINATING AN INTERNATIONAL EFFORT FOR HUMANITARIAN AID AND SUPPORT TOWARD A DEMOCRATIC TRANSITION

R-997-21: RESOLUTION URGING THE UNITED STATES CONGRESS AND THE FLORIDA LEGISLATURE TO PROVIDE FUNDING FOR THE SABRINA COHEN FOUNDATION ADAPTIVE RECREATION CENTER

R-1073-21: RESOLUTION URGING THE UNITED STATES CONGRESS TO ADOPT S.2756 AND H.R. 5142 OR SIMILAR LEGISLATION TO AWARD THE CONGRESSIONAL GOLD MEDAL TO THE 13 SERVICEMEMBERS KILLED ON AUGUST 26, 2021, AT THE HAMID KARZAI INTERNATIONAL AIRPORT IN KABUL, AFGHANISTAN

R-1114-21: RESOLUTION URGING PRESIDENT JOSEPH R. BIDEN, JR. AND SECRETARY OF STATE ANTONY J. BLINKEN TO ADOPT A 'FRIEND-SHORING' POLICY TARGETED AT REDIRECTING UNITED STATES BUSINESS SUPPLY CHAINS FROM CHINA TO DIPLOMATIC ALLIES IN LATIN AMERICA

R-1115-21: RESOLUTION URGING THE FLORIDA LEGISLATURE TO ADOPT SENATE MEMORIAL 302 AND HOUSE MEMORIAL 63 OR SIMILAR LEGISLATION URGING THE UNITED STATES CONGRESS TO RECOGNIZE THE EPIDEMIC OF SUICIDE AMONG VETERANS AND FULLY FUND SUICIDE PREVENTION EFFORTS

BY THE UNITED STATES DEPARTMENT OF VETERANS AFFAIRS; AND URGING THE UNITED STATES CONGRESS TO FULLY FUND THE UNITED STATES DEPARTMENT OF VETERANS AFFAIRS SUICIDE PREVENTION EFFORTS

R-1116-21: RESOLUTION URGING THE UNITED STATES CONGRESS TO ADOPT S. 2990, H.R. 5557, THE DEMOCRACIA ACT, OR SIMILAR LEGISLATION TO SUPPORT FREEDOM AND DEMOCRACY FOR THE PEOPLE OF CUBA AND TO RESTRICT OR REDUCE THE FINANCIAL RESOURCES OF THE CUBAN DICTATORSHIP

R-1172-21: RESOLUTION SUPPORTING MIAMI-DADE COUNTY'S BID TO HOST THE NINTH SUMMIT OF THE AMERICAS IN SUMMER 2022 ("SUMMIT") AND ALL EFFORTS IN FURTHERANCE THEREOF; URGING THE UNITED STATES DEPARTMENT OF STATE TO SELECT MIAMI-DADE COUNTY TO HOST THE SUMMIT; AND DIRECTING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO WORK WITH THE OFFICE OF THE CHAIR, THE JAY MALINA INTERNATIONAL TRADE CONSORTIUM OF MIAMI-DADE COUNTY, AND OTHER STAKEHOLDERS IN FURTHERANCE OF THE COUNTY'S BID TO HOST THE SUMMIT, AND TO PROVIDE A REPORT

R-1188-21: RESOLUTION URGING THE UNITED STATES CONGRESS TO URGE THE NATIONAL FIRE PROTECTION ASSOCIATION TO REEVALUATE AND AMEND NFPA STANDARDS 1851 AND 1852 TO ALIGN THE SERVICE LIFE OF FIRE PROTECTIVE CLOTHING WITH OBJECTIVE TECHNICAL SPECIFICATIONS THAT CORRELATE TO THE ACTUAL CAPACITY OF THE EQUIPMENT TO PROTECT FIREFIGHTERS DURING ITS INTENDED USE, RATHER THAN MERELY THE DATE OF MANUFACTURE; URGING THE NATIONAL FIRE PROTECTION ASSOCIATION TO REEVALUATE AND AMEND NFPA STANDARDS 1851 AND 1852 TO DO THE SAME

R-67-22: RESOLUTION SUPPORTING THE 2022 STATE AND FEDERAL LEGISLATIVE PRIORITIES OF THE MIAMI-DADE COUNTY PUBLIC SCHOOLS

R-71-22: RESOLUTION URGING THE UNITED STATES CONGRESS TO ENACT S. 2981, H.R. 3172, THE HELPER ACT, OR SIMILAR LEGISLATION ESTABLISHING A MORTGAGE LOAN ASSISTANCE PROGRAM FOR FIRST RESPONDERS AND TEACHERS

R-72-22: RESOLUTION URGING THE UNITED STATES CONGRESS TO ENACT S. 3031, H.R. 5653, THE CLEAN WATER ALLOTMENT MODERNIZATION ACT OF 2021, OR SIMILAR LEGISLATION REFORMING THE CLEAN WATER STATE REVOLVING FUND

R-165-22: RESOLUTION URGING THE PRESIDENT OF THE UNITED STATES, THE UNITED STATES DEPARTMENT OF TRANSPORTATION, AND THE UNITED STATES FEDERAL HIGHWAY ADMINISTRATION TO ALLOCATE ADDITIONAL FUNDING FOR BRIDGE INFRASTRUCTURE PROJECTS UNDER THE 2021 INFRASTRUCTURE INVESTMENT AND JOBS ACT TO THE STATE OF FLORIDA



MIAMI-DADE COUNTY 2022 FEDERAL LEGISLATIVE PACKAGE

DEPARTMENTAL REQUESTS BY POLICY AREA

Policy Area: Transportation and Ports

Miami-Dade Aviation Department

- **Strengthen Federal Passenger and Cargo Screening Staffing – *ADVOCATE*** for sufficient staffing to both address lengthy passenger wait times and delays in cargo processing. Maintaining the safety and security of the traveling public is a top priority for Miami International Airport (MIA). MIA continually works with the Transportation Security Administration (TSA) and U.S. Customs and Border Protection (CBP) to protect passengers while providing an efficient passenger and cargo screening process. But staffing shortfalls from these government agencies have proven to be an on-going challenge.
- **Airport Improvement Program (AIP) - *SUPPORT*** authorizing the Airport Improvement Program at no less than \$3.35 billion for the traditional AIP account in FY22 — the same amount provided in the current fiscal year. Of that amount, approximately \$127.2 million would go toward administration expenses, \$15 million for the Airport Cooperative Research Program, almost \$41 million for Airport Technology Research and \$10 million for the Small Community Air Service Development Program.
- **Supplemental Airport Improvement Program Funding - *SUPPORT*** an additional \$400 million in supplemental AIP discretionary grants — the same as the current level. Of that amount, approximately \$80 million would be reserved for earmarks, which are officially known as “Community Project Funding” requests.
- **Per- and Polyfluoroalkyl Substances (PFAS) - *ADVOCATE*** for clean-up funding and airport protections from extensive and costly liability issues resulting from PFAS contamination at Miami International Airport (MIA) and urge the Federal Aviation Administration (FAA) to authorize non-PFAS containing firefighting foams. The FAA still requires Part 139 certified airports to use firefighting foam containing PFAS. The airport community successfully lobbied Congress to direct the FAA to expedite testing of alternative fire-fighting foams and to certify a PFAS-free firefighting foam by the end of 2021. The FAA has not yet approved PFAS-free foam. Because the federal government has mandated that airports use aircraft firefighting foam which contains

PFAS, we urge Congress to ensure that any legislation moving forward includes federal financial and legal responsibility specific to airports for actions resulting from that use.

- **Omnibus Travel and Tourism Act of 2021 - *SUPPORT*** the recovery of the travel and tourism economy in the wake of the COVID-19 pandemic. The Omnibus Travel and Tourism Act includes provisions that elevate travel and tourism matters at the Department of Commerce, promote travel and visitation goals for international travelers to the United States, updates the Department of Transportation's National Travel and Tourism Infrastructure Strategic Plan, and requires a study and report on the impacts of COVID-19 on the travel and tourism industry.
- **Unruly Passengers in Terminals and Aircraft – *SUPPORT*** legislation to mitigate the potential for interference with the safety and security of airport terminals and flights. As partners in aviation safety, MIA does not tolerate violent and unruly behavior on passenger aircraft or at our airports. We urge Congress to pass strong legislation to combat this epidemic. MIA also supports business practices and protocols to mitigate the potential for interference with a crewmember, assaults, and threats of assault of other passengers that threaten the safety and security of flights.
- **FAA Reauthorization Act of 2023 - *SUPPORT*** the timely passage of an FAA Reauthorization bill in 2023 which will provide airports with the needed certainty to tackle important safety and security projects funded through the essential Airport Improvement Program. In 2018, Congress passed, and the President signed the FAA Reauthorization Act of 2018. The five-year Act authorized funding for FAA programs and services from FY 2019 through FY 2023. To maintain our leadership position, we must make needed infrastructure upgrades and security enhancements to provide for a safe and efficient travel experience for a growing number of passengers.

PortMiami

- **Implementation of the Infrastructure Investment And Jobs Act (IIJA) - *MONITOR*** agency activities surrounding the roll out of the \$1.2 trillion Infrastructure Investment and Jobs Act (IIJA) which was signed into law on November 15, 2021. The new law comprises a massive infrastructure package that includes a 5-year surface transportation reauthorization title and new spending on transportation programs.

The IIJA includes numerous policy modifications and investments in programs of interest to ports, most of which will be rolled out within 45-90 days of enactment.

- **Build Back Better Act (BBB) - *SUPPORT*** Senate approval of the port-related provisions in the House-passed Build Back Better Act, including:

- \$600 million (over five years) via the Port Infrastructure Development Grant Program (PIDG) for projects that support “supply chain resilience, reduction in port congestion, the development of offshore wind support infrastructure, environmental remediation, and projects to reduce the impact of ports on the environment;”
- \$2.675 billion for Grants to Reduce Air Pollution at Ports, including a new EPA grant program for the purchase or installation of zero emission equipment for ports, including shore power. Emissions are inclusive of those produced by an ocean-going vessel at berth. Committee staff advised that the legislation is intended to apply to ALL ocean going vessels.
- **Port Infrastructure Development Grant Program (PIDG) – SUPPORT** House/Senate conference approval of the 2022 Transportation, Housing and Urban Development appropriations bill, including \$230 million for the PIDG, which can be used for **Shore Power** infrastructure.

The National Defense Authorization Act (NDAA) for Fiscal Year 2022, enacted on December 27, 2021, includes an amendment to the Port Infrastructure Development Grant Program (PIDG) which allows for grants for shore power connections at cruise berths. While the language was requested by PortMiami, it is applicable to cruise ports nationwide.

- **GSA/CBP Land Ports of Entry Modernization and Construction Program in IIJA - SUPPORT** the inclusion of waterway ports of entry in following scope: Modernize and improve Land Port of Entry at our nation's Northern and Southwest Border. Allows the construction and modernization at all ports on CBP's 5-year plan and those identified as a priority for upgrades. Port modernization improves border security and efficient flow of travel and trade across our land border.
- **Electric Ferry Pilot Program in IIJA - SUPPORT** the inclusion electric tugs in the grant program for the purchase of electric or low-emitting (methanol, natural gas, liquefied petroleum gas, hydrogen, coal-derived liquid fuels) ferries. Requires that at least one grant be awarded to the State with the largest Marine Highway System and a bi-ferry service with an aging fleet.
- **Maritime Transportation System Emergency Relief Act (MTSERA) - SUPPORT** funding for MTSERA in the 2023 Transportation, Housing and Urban Development (THUD) appropriations bill as requested by the American Association of Port Authorities.
- **Miami Harbor Navigation Improvements & Miami Harbor Feasibility Study - ADVOCATE** for additional General Investigation appropriations, pursuant to Energy and Water Development appropriations, FY 2023, 2024 and 2025. The USACE ongoing feasibility study on the Miami Harbor, which will result in recommendations for channel modifications, has been fully funded by a partnership with the USACE and the County, based upon a three-year timeline. The Jacksonville District has requested

a waiver for an extended study which will require additional funding through FY 2024. Timely allocation will assure that the study stays on its revised schedule, with a final plan by 2025.

- **Infrastructure investments and process streamlining** - *ADVOCATE* for administrative and legislative initiatives which: i) Accelerate the timeline for delivery of largescale infrastructure projects, including navigation projects; and ii) Reduce the timeline needed to secure modifications to federal navigation projects. Support policy initiatives which provide for a seamless transition between the USACE feasibility study and the Preconstruction, Engineering and Design (PED) phase.
- **Maritime CBP and USDA Staffing** – *ADVOCATE* for additional resources by the FY 2023 Department of Homeland Security appropriations bill. Customs and Border Protection (CBP) staffing is essential to the effective and efficient administration of the nation’s port security policy. For America’s international gateways to function more effectively and safely, CBP must be adequately funded to assure there are adequate agents assigned to seaports. PortMiami will work in conjunction with the American Association of Port Authorities to seek maximum funding levels for FY 2023.
- **Donor and Energy Transfer Ports (D&ET) PROGRAM** - *ADVOCATE* for maximum funding levels by the FY 2023 Energy and Water Development appropriations bills. The House and Senate 2022 Energy and Water Development (E&W) appropriations bills are pending final conference consideration at this time. \$50 million is the anticipated final allocation for FY 2022, upon enactment.
- **Seaport Climate Change and Resiliency** – *ADVOCATE* for climate change/resiliency initiatives which support seaports adaptation efforts, including any follow up to the report released by the House Select Committee on Climate Change in 2020 - “Build a Cleaner and More Resilient Maritime and Shipping Sector”, which recommends investments in climate resiliency projects for U.S. ports in future water resources (WRDA) legislation.
- **Cold Treatment Production on Port** – *ADVOCATE* for stakeholders at the USDA, the Florida Department of Agriculture and Consumer Services and Florida seaports to develop an agreement/plan to safely finish cold treatment at Florida ports. Prior to 2019, cold treatment perishables could not enter U.S. ports south of the 39th latitude unless perishables completed fifteen (15) days of cold treatment at 33 degrees F. outside of the U.S. requiring Florida-bound fruits grown in Latin America to be shipped to ports like Port of Philadelphia and Port of Wilmington, DE, contributing to highway congestion, increased emissions, and loss of shelf life. Recent updates by the Animal and Plant Health Inspection Service (USDA) now permit all U.S. ports to request authorization to bring in completed cold treatment produce as well as to continue cold treatment at Florida ports.
- **Local Enforcement Authority of Unauthorized Drones** - *ADVOCATE* for amending the Federal Aviation Administration (FAA) Reauthorization Act of 2018. Currently, federal, state, and local agencies are prohibited from engaging with drones to prevent

criminal or accidental incidents from happening. Under Title 18 of the United States Code, it is illegal to willfully damage or destroy an aircraft, and drones are considered as such. Title 18 also prevents law enforcement from using tailored jamming or protocol manipulation to interdict drones because it is considered intruding on a “protected computer.” The National Defense Authorization Act for Fiscal Years 2017 and 2018 provided the Department of Defense with relief from Title 18 restrictions in order to protect certain military installations and assets; however local and state law enforcement did not receive the same relief.

Department of Transportation and Public Works

- **Transit Build Back Better Framework – *SUPPORT*** the passage of the Build Back Better Framework for Transit and alternative fuel investments. The House Committee on Rules posted revised legislative text that reflects most of the Framework. In Fiscal Year (FY) 2022, the bill provides:
 - \$10 billion for a new, innovative program providing competitive grants for public transit access to affordable housing and to enhance mobility for low-income riders and residents of disadvantaged communities;
 - \$10 billion for the planning and development of public high-speed rail projects; and
 - Additional investments in climate incentive grants and neighborhood access and equity grants.
 - It also creates a manufacturer’s tax credit equal to 30 percent of the cost of electric or hydrogen fuel-cell transit buses; extends the alternative fuel tax credit; and extends and substantially increases the alternative fuel vehicle property tax credit.
- **SMART Plan Funding - *SUPPORT*** funding and financing for all corridors in the Strategic Miami Area Rapid Transit (SMART) Plan.
 - ***ADVOCATE*** for accelerated review of East-West Bus Rapid Transit Project and Northeast Commuter Rail Corridors currently in the FTA evaluations process.
- **Discretionary Transit Grants – *SUPPORT*** of US Department of Transportation grant funds that would establish and operate Bus Rapid Transit corridors along some of Miami-Dade County's busy corridors.
- **Letter of No Prejudice for P3 Projects - *URGE*** the Federal Transit Administration (FTA) to remove requirements such as completion of project risk assessment, capital and operating financial plan, and readiness reviews, for the approval of Letter of No Prejudice requests for Public-Private Partnership (P3) projects.

- **Fully Fund State of Good Repair (SGR) grants - *SUPPORT*** funding for DTPW for several critical, but not fully funded improvements projects, which could qualify for State of Good Repair (SGR) grants including continuing support for SGR grants that can fund projects for improvement or modernization of Metrorail and Metromover guideways, replacement of escalators and overhaul of elevators at Metromover stations, the acquisition of battery electric buses and retrofitting of garages to service CNG and electric buses.
- **Alternative Fuel Excise Tax Credit - *SUPPORT*** the extension or making permanent of the federal \$0.50/gallon alternative fuel excise tax credit, which covers compressed natural gas (CNG), liquefied natural gas (LNG), propane autogas and other alternative transportation fuels.
- **Autonomous vehicles - *SUPPORT*** funding for the acquisition of autonomous vehicles, and the participation in demonstration programs. Also, support the removal of potential roadblocks to the integration of this innovative, transformational automotive technology that can significantly improve safety, mobility, and sustainability.
- **National Committee on Uniform Traffic Control Devices' (NCUTCD) recommendations - *ADVOCATE*** for legislation to reform speed limit setting standards and guidance in the Manual on Uniform Traffic Control Devices (MUTCD) and other Federal documents. The Federal Highway Administration ("FHWA") and USDOT should take prompt action to expedite the MUTCD update. The prevailing speed limit setting method in the US instructs traffic engineers to set speeds based on the 85th percentile speed of free flowing traffic. This approach was originally recommended in the 1940s based on the engineering assumption that drivers choose their travel speeds according to roadway and weather conditions, and that they always drive at reasonable speeds. Additionally, these supporting studies relied on self-reported crash data and were conducted on two-lane rural highways, devoid of any multimodal activity. FHWA should replace guidance that makes use of the 85th percentile methodology with consideration of factors such as context of the surrounding area, crash history and pedestrian and bicyclist safety when setting speed limits.

Policy Area: Environment and Resilience

Parks, Recreation, and Open Spaces

- **Biscayne-Everglades Greenway – *ADVOCATE*** for funding and/or authorize programs to assist in the Design and Construction of the 43-mile world class Biscayne-Everglades Greenway that will traverse and serve both incorporated and unincorporated portions of Miami-Dade County connecting Biscayne National Park to Everglades National Park providing a safe and scenic route to the parks without concern for vehicular traffic. The greenway will connect to a variety of other trails in the South Dade Greenways Network and will incorporate South Florida Water

Management District, Florida Department of Transportation (FDOT) and County owned rights-of-ways. The project will provide for both recreation and alternative transportation. The funding will be used to complete trail extensions to the west of NE 12 Av. with connections to the existing South Dade Trail / East Coast Greenway along the Busway and downtown Homestead along SW 320 St. (E. Mowry Dr. and W. Mowry Dr.)

- **Ludlam Trail Corridor - *ADVOCATE*** for funding for the construction of the Ludlam Trail. The Ludlam Trail Corridor is an approximately 5.6 mile long, generally one-hundred-foot wide, former railroad corridor that extends from NW 7 St. just south of Miami International Airport to SW 80 St. just north of Dadeland Mall between 69th – 70th Avenues. This funding request will help reduce an estimated \$60,000,000 in unfunded needs for various phases of Ludlam Trail development for the phased conversion and activation of this abandoned railway corridor into a public bicycle and pedestrian corridor. This corridor will be owned, developed and maintained by Miami-Dade County and is an important element of the County-wide network of bicycle and pedestrian trails for non-motorized alternative transportation, and recreational uses.
- **ZooMiami – *ADVOCATE*** for funding and/or authorize programs to assist in the expansion/renovation of the Animal Hospital and Rehab Facilities to also serve the need for treatment, recovery, and rehabilitation of numerous endangered species, in South Florida. This would dramatically enhance the ability in the South Florida region to be able to treat, rehabilitate, recover, and release endangered species in collaboration with our partners at the Florida Fish and Wildlife Conservation Commission and regional NGOs. Zoo Miami’s geographic location, extensive staff with expertise in multiple scientific fields, and ongoing collaborative in situ and ex situ species recovery programs with imperiled Florida species make it the most desirable and effective location for such enhanced facilities within the state.

Regulatory and Economic Resources

- **Defending Domestic Produce Production Act of 2021 S. 2080 – *SUPPORT*** Senate Bill S. 2080, which protects domestic produce production through mechanisms that were promised but left out of the United States-Mexico-Canada Agreement (“USMCA”). This bill provides the ability to address the dumping of produce on the market in a fairer way based on seasonal production, instead of the current annual nationwide calculation. (Economic Development)
- **Laurel Wilt Disease - *ADVOCATE*** for continued funding for the mitigation and eradication, prevention and treatment of Laurel Wilt Disease. Include Laurel Wilt Disease as a covered cause of loss under the tree insurance policy and the Tree Assistance Program. (Economic Development)

- **Agriculture Relief - *ADVOCATE*** for funding, programs, legislation and assistance to increase viability of our local agricultural industry and mitigate any effects of invasive pests, diseases, freezes, flooding, windstorm and other potential damages to our said industry. (Economic Development)
- **Beach Erosion Control Sand Sources - *SUPPORT*** efforts to exempt Southeast Florida, specifically Miami-Dade County, from federal prohibition of cost-sharing non-domestic sources of beach sand for beach erosion control/sea level rise mitigation. (Environmental Resources Management)
- **Environmentally Endangered Lands (Wildfire and Prescribed Burning) - *ADVOCATE*** for funding for the following: planning and conducting of prescribed fires in natural areas; installing firebreaks and other control measures; and for hiring crews to remove flammable vegetation. (Environmental Resources Management)
- **Trees and Heat Islands - *ADVOCATE*** for funding to expand tree cover and deploy cool pavements and porous pavement to improve air quality, mitigate urban heat islands, and reduce runoff and heat impacts. (Environmental Resources Management)
- **Central and South Florida Flood Control Project - *SUPPORT*** Action by the US Army Corps of Engineers to reassess the Central and South Florida Flood Control Project given changing climate conditions, especially sea level rise. (Resilience)
- **Flood Risk Mitigation - *SUPPORT*** the protection of and increase of funding for Flood Risk Mitigation, particularly through FEMA's Hazard Mitigation grants and Building Resilient Infrastructure and Communities (BRIC) program and the Department of Housing and Urban Developments' Community Development Block Grant-Mitigation funds. Additionally, ensure federally funded projects are built resiliently. (Resilience)
- **National Flood Insurance Program - *SUPPORT*** efforts to reauthorize, improve, and strengthen the National Flood Insurance Program with provisions that limit premium rate increases and protect affordability, encourage greater program participation, expand the Increased Cost of Compliance Program, emphasize and increase funding for mitigation, and develop accurate flood maps. (Resilience)
- **Environmental and Climate Equity and Justice - *SUPPORT*** efforts such as the Justice40 Initiative to deliver at least 40 percent of overall benefits from Federal investments in climate and clean energy to disadvantaged communities. Also support other efforts that require federal agencies to include considerations of climate equity - the disproportionate environmental and human health impacts of rulemaking on communities of color and frontline communities. (Resilience)
- **Everglades Restoration in Miami-Dade - *SUPPORT*** the State of Florida's request for South Florida Ecosystem Restoration (SFER) funding at \$725 million for FY22 to continue the progress made for Everglades restoration that includes funds for planning

efforts for the Biscayne Bay Southeastern Everglades Ecosystem Restoration project (BBSEER). The BBSEER project is essential to Miami-Dade County. BBSEER will restore parts of the south Florida ecosystem in freshwater wetlands of the Southern Glades and Model Lands, the coastal wetlands, and subtidal areas, including mangrove and seagrass areas, of Biscayne Bay, Biscayne National Park. (Resilience)

- **Southeast Florida Climate Change Compact - *SUPPORT*** the Southeast Florida Climate Change Compact's federal legislative program (attached). (Resilience)
- **Solar Photovoltaic (PV) Systems - *SUPPORT*** legislation that: (1) prohibits the weakening of net metering and associated rates; (2) supports feed-in-tariff policies with the following key provisions (a) guaranteed access to the grid; (b) stable, long-term purchase agreements; and (c) payment levels based on the costs of Renewable Energy generation that allow for off-site or "virtual" net metering; (3) creates a federal Renewable Energy Portfolio Standard; (4) supports tax deductions for energy efficiency or renewable energy projects for property owners. (Resilience)
- **Whole Building Data - *SUPPORT*** federal requirement for all utilities to collect aggregated whole-building data from a local government jurisdiction's largest buildings (20,000 square feet and above for government-owned buildings and private sector buildings) and provide this data to building owners or managers and local government representatives for benchmarking and to help identify opportunities to reduce water and energy usage. (Resilience)
- **Microgrids and Smart Grids - *URGE*** the Federal Energy Regulatory Commission (FERC) to develop mandatory standards for establishing microgrids and smart grids, including critical buildings and the geographic areas for prioritizing microgrids. Microgrids are self-contained electric grids that operate both in grid-connected or in island mode offer opportunities to increase resilience, reduce greenhouse emissions, save money, and achieve other policy goals. (Resilience)
- **Cleaner Cars and Trucks – *ADVOCATE and SUPPORT*** strengthening federal vehicle fuel-economy standards and funding and policies that accelerate adoption of light and heavy-duty electric vehicles and installation of electric vehicle supply equipment (EVSE). (Resilience)
- **Energy Stimulus Funding - *SUPPORT*** stimulus funding for energy, fuel and water conservation and efficiency and solar-based renewable energy. (Resilience)
- **Resilient Building Retrofits - *SUPPORT***- Building envelope and foundation Weatherization programs that would help to fund retrofitting existing buildings. Flooding adaptation plans for underground parking garages, seawall fortification, and cool roof technologies. (Building)
- **Electric Vehicle infrastructure - *SUPPORT***- Electric Vehicle charging station infrastructure, both private and public. (Building)

- **Preemption of local permitting of Broadband electrical systems** *OPPOSE* preemption of permitting in private property or right of way.(Building)

Department of Solid Waste Management

- **Public Utility Regulatory Policies Act of 1978 (PURPA) / Net Metering** - *SUPPORT* expansion of the rebuttable presumption of a mandatory purchase obligation under PURPA, minimum term duration standards for power purchase agreements, including Waste-To-Energy (WTE) micro-grids where government owned WTE facilities will be able to provide power to other local government infrastructure (i.e. airports, wastewater treatment plants, etc.) as an offset to electric energy provided by the electric utility during an applicable billing period. Remove regulatory and market barriers preventing local governments from providing self-generated electricity, either directly or via net metering, to other non-contiguous government owned facilities.
- **Electric Vehicles** - *ADVOCATE* for and *SUPPORT* dedicated funding be provided to large Counties (more than 100,000 residents) for electric garbage trucks. A fully electric garbage truck will have 100% ZERO emissions, reduced fuel, and maintenance costs. An electric garbage truck is very quiet and will cut down on the noise pollution as well. In keeping with the County's sustainability goals, the County's WTE facility can be used to power electric vehicles.
- **Flow Control/Interstate Waste Transport** - *OPPOSE* any efforts seeking to amend legislation in response to the April, 2007 Supreme Court decision *United Haulers Assn. v. Oreida-Herkimer Solid Waste Authority* (No. 05-1345) which held that flow control to publicly owned facilities is a legislative use of flow control authority. Flow control improves the DSWM's financial position and creates a more stable environment.
- **Market Incentives for Electricity Produced from Renewable Resources** - *SUPPORT* market incentives to encourage development and operation of alternative, renewable energy production.
- **Mosquito Control Technologies** - *ADVOCATE* and *SUPPORT* dedicated funding be provided to the U.S. Centers for Disease Control (CDC) or to state or local governments for new and emerging technologies that reduce the risk of mosquito-transmitted diseases. Miami-Dade County is the gateway to the Americas. Miami International Airport (MIA) is among the busiest airports in the world. Many flights carrying passengers from Latin and Central America and the Caribbean deplane at MIA on a daily basis. These passengers are coming from areas where there are reported cases of Yellow Fever, Denge, Zika, and Chickungunya -- all viruses carried by mosquitoes. Miami-Dade County Mosquito Control continues to receive daily referrals from the local Department of Health for all of these viruses. The county wants to be at the forefront of all innovative technologies for mosquito control.

Water and Sewer Department

- **Infrastructure Finance and Programs** – **SUPPORT** the implementation of Water Infrastructure Financing and Innovation Authority (WIFIA), adequate funding of State Revolving Loan Funds, and federal policy on affordability, climate change, Clean Water Act mandates, and Safe Drinking Water Act mandates, which are all significant factors for WASD capital and operating requirements. The Department has been selected in each of the first four funding cycles for WIFIA projects, in addition to maximizing utilization of the State Revolving Loan Fund program, demonstrating the importance of these federal initiatives to produce results on the ground. A reliable utility system meeting all state and federal requirements is essential for the operation of other departments as well as the continued economic well-being of the County. Miami-Dade County has an \$8+ billion water and sewer capital needs program resulting from aging infrastructure, federal and state regulatory mandates, and changing conditions associated with documented sea level rise. This represents the largest capital burden of any comparably sized utility in the nation.
- **Tax-Exempt Municipal Bond Financing** – **OPPOSE** *altering tax-exempt municipal bond financing on public drinking water & wastewater systems, reviews options being discussed at the federal level to cap or eliminate the 100-year-old tax-exempt status of municipal bonds, a move that would cost the sector billions of dollars in infrastructure projects.* For more than a century, tax-exempt municipal bonds have been the most important funding source for water and wastewater infrastructure projects in the United States. Congress should retain the current federal tax exemption for municipal bonds. **FAVOR** the amendment of federal tax laws to permit once again the refinancing of existing tax-exempt bonds with new tax-exempt bonds at more favorable rates. Substantial savings to utility customers can be achieved by lowering the cost of borrowing needed to finance facilities required to provide a reliable and compliant water and sewer system.
- **Sound Science for Public Health and Environmental Protection** – **SUPPORT** the research, funding, and policy by which the Environmental Protection Agency and other pertinent federal agencies can assess risks and develop cost-effective technologies and management strategies to mitigate those risks for the protection of public health and the environment through the setting of standards, the provision of technical assistance to utilities, and the integration of programs to optimize results and avoid counterproductive conflicts.
- **Funding for COVID Utility Revenue Losses** – **SUPPORT** federal funding to support utility revenue losses due to the inability of customers to pay water and sewer bills, resulting in a significant increase in utility revenue losses that are likely to be uncollectible in the future.
- **PFAS Legislation Protecting Water and Sewer Utilities from Liability** – **SUPPORT** legislation that provides liability protection to utilities for which contamination of water supplies and wastewater has occurred as a result of per and polyfluoral alkyl

substances (PFAS). The cost of controlling these substances in both drinking water and wastewater is likely to be very high, and determining that these compounds are hazardous wastes under the Superfund Act (CERCLA) would constitute an extreme hardship on utilities in the absence of some liability relief. Funding to address the cleanup of these compounds will be necessary. Research to establish scientifically based standards for treatment and cleanup targets is essential, along with finding cost-effective treatment technologies.

- **Needs-Tested Funding for Utility Customers – *SUPPORT*** legislation that provides needs-tested funding to utility customers for whom utility costs are becoming unaffordable. Water and sewer services are daily necessities of life regardless of income, and utilities are legally constrained in using customer revenues to subsidize financially challenged customers.
- **Funding for Septic to Sewer Conversion – *SUPPORT*** legislation providing funding in the form of federal grants and loans to facilitate septic to sewer projects where it is shown that septic systems are contributing to public health risks or environmental degradation of significant resources such as Biscayne Bay and Biscayne National Park. Funding is needed for the public infrastructure as well as for the cost of connection for private property owners.
- **Watershed Collaborations Among Local Government – *SUPPORT*** legislation that provides funding for technical support, data collection and sharing, and joint planning and infrastructure projects that address risks associated with watershed issues to promote the collaboration of local governments in the area. Recognize cost-sharing and provide prioritized funding for regional and watershed approaches through existing and emerging programs.
- **Federal Funding Inclusion of State Programming Criteria – *OPPOSE*** the addition of state programming criteria in federal funding programs distributed to local communities. This will ensure that the intent of the federal legislative programs is maintained while allowing for the efficient use of federal funding resources and maximizing benefits to the intended recipients.

Policy Area: Community Services

Community Action and Human Services Department

- **Community Services Block Grant Act (CSBG) - *ADVOCATE*** for legislative action that will support the reauthorization and amendment of the CSBG Act to adopt performance requirements and performance benchmarks to be included as part of the performance measurement system under this Act.

- **Older Americans Act (OAA) - *ADVOCATE* and *SUPPORT*** for increased federal funding through the OAA to meet the demand for services for the growing senior adult population, thereby helping seniors avoid or delay institutionalization, while remaining in their homes and in the community.
- **Access to Opioid Treatment (residential and outpatient) - *ADVOCATE* and *SUPPORT*** for a dedicated and increase in funding for residential and out-patient treatment to serve Opioid Use Disorder residents with a dual emphasis on diversion and rehabilitation.
- **Community Violence and Trauma Interventions - *ADVOCATE* and *SUPPORT*** for funding to develop and implement strategies from a public health approach to reduce community violence and trauma.
- **Protection for Haitian Migrants – *ADVOCATE* and *SUPPORT*** for expanding legal protections for Haitian Migrants and ***ADVOCATE*** for providing federal funding to assist welcoming communities in Miami-Dade County.
- **Protection for Afghan Migrants – *ADVOCATE* and *SUPPORT*** for expanding legal protections for Afghan Migrants and ***ADVOCATE*** for providing federal funding to assist welcoming communities in Miami-Dade County.

Cultural Affairs Department

- **Federal Funding for the Arts - *SUPPORT*** continued increases in federal funding for the arts, specifically for the National Endowment for the Arts (NEA), National Endowment for the Humanities, Assistance for Arts Education, Creative Arts Therapies in Veterans Healthcare Networks and Institute for Museum and Library Services. For FY 2022 (still under consideration), support the U.S. House increase in NEA and NEH funding to \$201 million (from the currently authorized 2021 levels of \$167.5 million for each). Encourage the Senate to approve these increases. In addition, support the following:
 - Proposals to support the creative economy and small businesses in the arts. One such proposal is the bipartisan bill introduced in October 2021 entitled “Creative Economy Revitalization Act” (CERA, H.R. 5019, S.2858). This bill would invest in jobs for artists and other creative workers, in support of local economies harmed by COVID-19. CERA would authorize \$300 million through a grant program at the U.S. Department of Labor, in coordination with the NEA. These grants would go to local, state, tribal, and workforce agencies, as well as public and private nonprofit entities, to support business initiatives to employ creative workers.
 - The Arts in Education for All Act (H.R. 5581) to support and encourage the offering of arts education and programming experiences to Americans, including the youngest learners, K-12 students, and youth impacted by the juvenile justice system.

Homeless Trust

- **Funding for Homeless Programs – *SUPPORT*** expanding HUD’s McKinney-Vento Homeless Assistance Grants programs, including the competitive Continuum of Care (CoC) program and the Emergency Solutions Grant (ESG) formula grant program which are the cornerstones of our community’s homeless system. In Miami-Dade, ESG grants fund outreach, shelter, prevention and rapid rehousing. The CoC program funds permanent supportive housing, rapid rehousing (short- to medium-term rental assistance), transitional housing for youth, and coordinated entry (outreach). The Homeless Trust receives more than \$34 million in direct funding under the Federal CoC program competition, and coordinates with jurisdictions including Miami-Dade, Miami and Hialeah, and the State of Florida to house and serve additional homeless and at-risk households using ESG funding.
- **Funding for Federal Housing Vouchers –*SUPPORT*** increased Federal funding through HUD for Housing Choice Vouchers to assist vulnerable populations, including persons experiencing homelessness. Funding is needed to continue to support existing households, and further support the growing number of renter households with very low incomes. Subsidies must keep pace with rental costs in order for vouchers to be effective in making rental housing affordable.

The Trust currently partners with all four Public Housing Agencies (PHAs) in Miami-Dade (Miami-Dade, Miami, Hialeah and Homestead), as well as the City of Miami and Carrfour Supportive Housing, on voucher preferences and set-asides for homeless and formerly homeless households.

Support funding for the Veterans’ Affairs Supportive Housing (VASH) vouchers is a vital source of homelessness services for low-income veterans and helped Miami-Dade Effectively End Veteran Homelessness in 2019.

- **Other Federal Funding for Housing and Homelessness Programs**
 - **Home Investments Partnership Program (HOME)**
Maintain or Increase the HOME Program: HOME funds provide funding for affordable housing. HOME ARP funds are supporting the acquisition and rehabilitation of Mia Casa for conversion to Permanent Housing. Mia Casa is currently a quarantine and isolation site for seniors 65+. Seniors are the fastest growing homeless subpopulation, with 1 in 4 persons experiencing homelessness 60+
 - **Community Development Block Grant (CDBG)**
Maintain or Increase Community Development Block Grants (CDBG). CDBG can be used for housing stability/homelessness prevention, affordable housing development and many other human services.

Juvenile Services

- **Justice Assistance Grants Funding - *SUPPORT*** increased funding of the Edward Byrne Memorial Justice Assistance Grant (“Byrne JAG”) program by the U.S. Department of Justice, Bureau of Justice Assistance. There are proposed cuts to this vital federal law enforcement program that would be detrimental to the County.

Public Housing and Community Development

- **Build Back Better Framework / Reconciliation Process – *ADVOCATE*** for funding increases through the reconciliation process to various housing programs as contemplated in the Build Back Better framework.
- **Flexibility for Public Housing Capital fund and other funds – *SUPPORT*** that any additional funding to the HUD **public housing capital fund** be made flexible in terms of use with other programs such as the Rental Assistance Demonstration (RAD) program that promote redevelopment or repositioning. Flexibility in the use of funds allows a change in the traditional method of funding public housing to one that combines private sector resources with reliable project based “section 8” contracts with the government.
- **Rental Assistance Demonstration program - *SUPPORT*** removing 455,000 cap on number of public housing units that can qualify for RAD. ***SUPPORT*** HUD using the Rental Assistance Demonstration program (RAD) to be utilized by Public Housing Authorities (PHAs) that have Capital Fund Financial program debt. (CFFP)
- **Public Housing & Section 8 Housing - *ADVOCATE*** for increased federal funding from HUD for public housing and Section 8 programs. Funding for these programs will ensure the preservation of existing housing stock and improvement of federally funded programs that provide crucial affordable housing and rental subsidies to low-income families.
- **Public Housing Authorities (PHAs) - *SUPPORT*** allowing HUD to permit Public Housing Authorities (PHAs) rated “standard” to qualify for Moving to Work (MTW) status with justification to HUD. ***SUPPORT*** Public Housing Authorities (PHAs) to appeal their operating subsidy per unit month (PUM) if there is a wide variance between the existing per unit month (PUM) and Contract Rents under (RAD).
- **Prevent Refederalizing of Central Office Cost Center (COCC) Fees and Funds - *ADVOCATE*** against HUD from re-federalizing of the Central Office Cost Center (COCC). HUD regulations permit COCC funds to be defederalized, permitting flexibility in use of these funds for affordable housing. Lacking County funds, PHCD is dependent on COCC funds to address shortfalls in many operational areas, and limits PHCD’s ability to leverage funds with the private sector.

- **Community Development Block Grant (CDBG) - SUPPORT** for increased federal funding for the HUD CDBG program.
- **HOME Investment Partnership (HOME) Program - SUPPORT** continued funding for the HUD HOME program.
- **Capital Fund Emergency Safety and Security Program - ADVOCATE** for increased funding for the grant program beyond the \$10 million appropriated by Congress. The current amount is significantly inadequate to accommodate all potential emergency and security needs for public housing authorities across the country.

Library Department

- **Institute of Museum and Library Science and Department of Education Federal Library Funding - SUPPORT** increased appropriations to the Institute of Museum and Library Services (IMLS) and to the Department of Education, both of which provide significant funding for programs such as the Library Services and Technology Act (LSTA) and Innovative Approaches to Literacy Programs. The current FY 2022 IMLS budget is \$265M, which includes \$197.5M for LSTA projects nationwide. Over the past five years, Miami-Dade Public Library System has received IMS funds through the Library Services and Technology Act in the amount of \$1.2M for projects that include expanding the Homework Help and Tutoring Program, establishing an Adult Learning Academy designed to promote basic adult education (English/Spanish language, high school completion, technology education), and augmenting the teen-focused maker space YOUmedia Miami and Digital Music Studio to new locations within Miami-Dade County.

Policy Area: Public Safety

Miami-Dade Police Department

- **Justice Assistance Grants Funding - ADVOCATE** for an increase in funding of the Edward Byrne Memorial Justice Assistance Grant (“Byrne JAG”) program by the U.S. Department of Justice, Bureau of Justice Assistance (BJA). There are proposed cuts to this vital federal law enforcement program that would be detrimental to Miami-Dade County.
- **Forensic Science Grant Programs at U.S. Department of Justice, Office of Justice Programs, BJA - ADVOCATE** for full funding of the Forensic Science Grant Programs by the United States Department of Justice, Office of Justice Programs, BJA. The grant programs, in priority order, include:

- Paul Coverdell Forensic Science Improvement Grant Program (Formula and Competitive)
 - DNA Capacity Enhancement and Backlog Reduction Program
 - Forensic DNA Laboratory Efficiency Improvement and Capacity Enhancement Program
 - National Institute of Justice Research Grants
- **Victims of Crime Funding at the U.S. Department of Justice, Office for Victims of Crime - *ADVOCATE*** for an increase in funding that supports programs and services focused on helping victims in the immediate aftermath of a crime, as well as continued support while they rebuild their lives.

Miami-Dade Fire Rescue Department

- **Funding from Infrastructure Investment and Jobs Act Summary commonly referred to as the “Build Back Better” - *ADVOCATE* and *SUPPORT*** the Federal government to provide Miami-Dade Fire Rescue funding from the \$4.6 billion appropriated for wildfire risk reduction in the Infrastructure Investment and Jobs Act Summary commonly referred to as the “Build Back Better” for technology and infrastructure updates, assistance for telecommunications systems, establishment of a pilot program to provide local governments funding for slip-on tanker units to quickly convert vehicles to fire engines and other federal and state grants. Miami-Dade County is surrounded by flammable natural areas. Though less obvious, there are multiple areas distributed throughout the County that are protected as environmentally endangered lands. As reported in the Local Mitigation Strategy, there have been 13 major wildfires recorded between 1950 and 2017 in Miami-Dade County, with a 20% chance of a wildfire occurring every year. From 2015 through 2020, MDFR responded to 3,667 reported wildfires in the County. Though historically there has not been a high impact on property, it is estimated that more than 600,000 people, or 25% of the County’s population, live within the Wildland/Urban Interface and could be at risk.
- **Funding for FEMA Urban Search and Rescue Task Force Teams - *ADVOCATE* and *SUPPORT*** the Federal government to properly fund the 28 USAR Task Force’s which comprise the National Urban Search and Rescue Response System under Department Homeland Security (DHS) / Federal Emergency Management Agency (FEMA). This 6,000 member ready reserve, maintained by local fire rescue agencies across the country, provides our nation with a search and rescue capability which is unmatched. Funding for these task forces at the required level would ensure that teams are properly equipped and ready to respond when needed. Currently, FL-TF1, sponsored by the Miami-Dade County Fire Rescue Department has a funding shortfall of approximately \$1 Million annually. In other words, funding provided through a Cooperative Agreement with FEMA for the annual sustainment of each task force, is on average short \$1 to \$1.2 million dollars per task force. This requires the local agency to absorb this shortfall. In the last 10 years, FL-TF1 has deployed to every major disaster this nation has experienced including Hurricane’s Katrina, Rita, Harvey, Irma, and Maria as well as the earthquake in Haiti.

- **Reinstate Miami-Dade Fire Rescue’s Urban Search and Rescue (USAR) team as an active search and rescue task force within the United States Agency of International Development (USAID) Office of Foreign Disaster Assistance (OFDA) - *ADVOCATE* and *SUPPORT*.** MDFR’s Team was designated as Florida Task Force One (FL-TF1) for OFDA from 1985 to 2004. During this time, the Task Force responded to more than 40 major incidents around the world. Although a Notice of Funding Opportunity (NOFO) is not currently announced, as soon as it is made available, MDFR will be applying for reinstatement as an international response search and rescue task force within the USAID OFDA. MDFR’s 2020 and 2008 applications were denied.



NORTH BAY VILLAGE
EST. 1945

North Bay Village Recommendation Memorandum

ITEM NO. 11.D

DATE: April 12, 2022

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

FROM: Marlon Lobban, Public Works Director

SPONSORED BY:

SUBJECT: RESOLUTION NPDES WATER MONITORING INTERLOCAL AGREEMENT: FISCAL YEAR 2023-27 - VILLAGE MANAGER DR. RALPH ROSADO (PUBLIC WORKS DIRECTOR MARLON LOBBAN, PE)

RECOMMENDATION

A RESOLUTION OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, APPROVING AN INTERLOCAL AGREEMENT BETWEEN MIAMI-DADE COUNTY AND THE CO-PERMITTEES NAMED IN THE NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) PERMIT NO. FLS000003 FOR POLLUTION IDENTIFICATION AND CONTROL SERVICES IN MUNICIPAL SEPARATE STORM SEWER SYSTEMS (MS4S); PROVIDING FOR AUTHORIZATION AND EXPENDITURE OF BUDGETED FUNDS; AND PROVIDING FOR AN EFFECTIVE DATE.

Execute an Interlocal Agreement with Miami-Dade County and agencies named as co-permittees in the NPDES Permit FLS000003.

BACKGROUND AND ANALYSIS

This Agreement provides for identification and control of discharges from any and all Municipal Separate Storm Sewer Systems (MS4s) that may be shared by any of the parties to this Agreement, as required by the State of Florida Department of Environmental Protection (DEP) pursuant to Section 403.0885, Florida Statutes, and DEP Rule 62-624, Florida Administrative Code, and the Environmental Protection Agency (EPA) National Pollutant Discharge Elimination System (NPDES) Permit Regulations for Storm Water Discharges Final Rule.

The Agreement further provides for the professional services required to accomplish the tasks

set forth in the NPDES Final Rule and the NPDES MS4 Operating Permit that may be initiated and performed by Miami-Dade County on behalf of both the CO-PERMITTEES and MIAMI-DADE COUNTY.

North Bay Village (CO-PERMITTEE) will reimburse the County for costs of activities performed over the preceding fiscal year in accordance with Exhibit "A-1," and as specified in the Execution in Counterparts form for that fiscal year. The County will bill each CO-PERMITTEE annually, within six (6) months after the end of the fiscal year, for actual amounts expended during the prior fiscal year. The cost to North Bay Village on an annual basis as described above currently totals \$6,388, and this amount may vary based on the number of outfalls during the annual reviews for each fiscal year the agreement is in effect. This item promotes the village's desire to protect environmental quality and resilience.

Resilience

Adaptive, proactive measures on climate change are necessary for our water-privileged community. NBV100 initiatives prepare for further environmental changes through three stages:

- Created in water,
- Thriving with water, and
- Protected from water

BUDGETARY/FINANCIAL IMPACT (Finance Dept.)

Annual Permit Cost \$6,388.00 GL 440.36.538.3134

PERSONNEL IMPACT

No Impact

RESOLUTION NO. 2022-____

A RESOLUTION OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, APPROVING AN INTERLOCAL AGREEMENT BETWEEN MIAMI-DADE COUNTY AND THE CO-PERMITTEES NAMED IN THE NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) PERMIT NO. FLS000003 FOR POLLUTION IDENTIFICATION AND CONTROL SERVICES IN MUNICIPAL SEPARATE STORM SEWER SYSTEMS (MS4S); PROVIDING FOR AUTHORIZATION AND EXPENDITURE OF BUDGETED FUNDS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, pursuant to Section 403.0885, Florida Statutes, on June 21, 2011, the Florida Department of Environmental Protection issued National Pollutant Discharge Elimination System (“NPDES”) Permit No. FLS000003 (“Permit”) to Miami-Dade County (the “County”) and the co-permittees named in the NPDES Permit (the “Co-permittees”); and

WHEREAS, as one of the Co-permittees, North Bay Village (the “Village”) is required to comply with the requirements of the NPDES Permit, including the performance of monitoring and sampling activities relating to the Village’s stormwater system; and

WHEREAS, the County has proposed entering into an interlocal agreement with NPDES Permit co-permittees, including the Village, to provide pollutant discharge identification and control services for Municipal Separate Storm Sewer Systems (MS4s) located in the County (the “Interlocal Agreement”); and

WHEREAS, under the Interlocal Agreement, the County charges the Village for its cost share of the Services based on the number of outfalls attributable to the Village; and

WHEREAS, the Village Commission finds that it is in the best interest of the Village to adopt this Resolution and approve the Interlocal Agreement with the County and the Co-permittees, in substantially the form attached hereto as Exhibit “A,” in order to comply with NPDES Permit conditions.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, AS FOLLOWS:

Section 1. Recitals. That the above recitals are confirmed, adopted, and incorporated herein and made a part hereof by reference.

Section 2. Approval. That the Village Commission approves the Interlocal Agreement with the County and the Co-permittees, in substantially the form attached hereto as Exhibit "A."

Section 3. Authorization. That the Village Manager is authorized to execute the Interlocal Agreement together with such non-material changes as may be acceptable to the Village Manager and approved as to form and legality by the Village Attorney, and to take any action that is reasonably necessary to implement the purpose of the Interlocal Agreement and this Resolution. The Village Manager is further authorized to expend budgeted funds for the purpose of implementing the Interlocal Agreement and this Resolution.

Section 4. Effective Date. That this Resolution shall be effective immediately upon adoption.

The foregoing Resolution was offered by _____ who moved its adoption. The motion was seconded by _____ and upon being put to a vote, the vote was as follows:

Mayor Brent Latham	_____
Vice Mayor Marvin Wilmoth	_____
Commissioner Richard Chervony	_____
Commissioner Rachel Streitfeld	_____
Commissioner Julianna Strout	_____

PASSED AND ADOPTED on this _____ day of _____, 2022.

Brent Latham, Mayor

ATTEST:

Debra E. Eastman, MMC
Interim Village Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

Weiss Serota Helfman Cole & Bierman, PL
Village Attorney

Exhibit A

Interlocal Agreement between

Miami-Dade County and Co-Permittees named in

National Pollutant Discharge Elimination System Permit No. FLS000003

INTERLOCAL AGREEMENT BETWEEN CO-PERMITTEES NAMED IN NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM PERMIT NO. FLS000003 AND MIAMI-DADE COUNTY PROVIDING FOR PERFORMANCE OF PROFESSIONAL SERVICES BY MIAMI-DADE COUNTY, AND ALSO BETWEEN ALL CO-PERMITTEES PROVIDING FOR IDENTIFICATION AND CONTROL OF POLLUTANT DISCHARGES IN SHARED MUNICIPAL SEPARATE STORM SEWER SYSTEMS

This Interlocal Agreement ("Agreement") is made and entered into by, and between, **CO-PERMITTEES** named in Florida Department of Environmental Protection Permit Number FLS000003, Authorization to Discharge under the National Pollutant Discharge Elimination System. This Agreement provides for identification and control of discharges from any and all Municipal Separate Storm Sewer Systems (MS4s) that may be shared by any of the parties to this Agreement, as required by the State of Florida Department of Environmental Protection (hereinafter referred to as DEP) pursuant to Section 403.0885, Florida Statutes, and DEP Rule 62-624, Florida Administrative Code, and the Environmental Protection Agency (hereinafter referred to as the "EPA") National Pollutant Discharge Elimination System (hereinafter referred to as "NPDES") Permit Regulations for Storm Water Discharges Final Rule (hereinafter referred to as "NPDES Final Rule"). This Agreement further provides for the professional services required to accomplish the tasks set forth in the NPDES Final Rule and the NPDES MS4 Operating Permit that may be initiated and performed by Miami-Dade County on behalf of both the **CO-PERMITTEES** and **MIAMI-DADE COUNTY**.

Section I
Definitions

For purposes of this Agreement, the following terms shall apply:

AGREEMENT shall mean this document, including any written amendments thereto, and other written documents or parts thereof which are expressly incorporated herein by reference.

CO-PERMITTEE or CO-PERMITTEES shall mean the following municipalities and agencies named in NPDES Permit No. FLS000003 as **CO-PERMITTEES**: City of Aventura, Bal Harbour Village, Town of Bay Harbor Islands, City of Coral Gables, Town of Cutler Bay, City of Doral, Village of El Portal, Town of Golden Beach, City of Hialeah Gardens, City of Homestead, Indian Creek Village, Village of Key Biscayne, Town of Medley, City of Miami Beach, City of Miami Gardens, Town of Miami Lakes, Village of Miami Shores, City of Miami Springs, City of North Bay Village, City of North Miami, City of North Miami Beach, City of Opa-locka, Village of Palmetto Bay, Village of Pinecrest, City of South Miami, City of Sunny Isles Beach, Town of Surfside, Village of Virginia Gardens, City of West Miami, Florida Department of Transportation District Six (FDOT District Six), , Miami-Dade Expressway Authority (MDX), and Miami-Dade County. For the purposes of this Interlocal Agreement, Florida Department of Transportation Turnpike Enterprise (FDOT Turnpike Enterprise) is not included in this definition of CO-PERMITTEE or CO-PERMITTEES.

COUNTY shall mean Miami-Dade County

FORCE MAJEURE shall mean an act of God, epidemic, lightning, earthquake, fire, explosion, hurricane, flood or similar occurrence, strike, an act of a public enemy, or blockade, insurrection, riot, general arrest or restraint of government and people, civil disturbance or similar occurrence, which has had or may reasonably be expected to have a material adverse effect on the rights or obligations under this Agreement.

MS4 shall mean municipal separate storm sewer system, as set forth in 40C.F.R.122.26.

In all other instances, terms used in this Agreement shall have the definitions contained in the EPA NPDES Final Rule 40 CFR Parts 122, 123 and 124.

Section II
Term of Agreement

This Agreement shall become effective, and supersede the current interlocal agreement, on October 1, 2022, and expire on September 30, 2027.

Section III
Scope of Work

The parties hereto agree that the DEP is requiring, as part of the NPDES MS4 Operating Permit, the sampling, monitoring, and analysis of a variety of storm sewer systems throughout Miami-Dade County. The parties hereby agree that the historical water monitoring annual costs (Activity 1) and Pollutant Loading Calculations and/or other required tasks related to Impaired Waters Rule (IWR) monitoring and analyses costs (Activity 2) attributable to this operating permit shall be shared by all **CO-PERMITTEES**, and the costs shall be based on a percentage rate obtained by dividing the number of outfalls of each **CO-PERMITTEE** by the total number of outfalls of all **CO-PERMITTEES** in accordance with Attachment A of this Agreement.

Furthermore, 40 CFR 122.26(d)(2)(i)(D) requires control of pollutants through interlocal agreements, making each NPDES **CO-PERMITTEE** responsible for discharges from their MS4 to the MS4 of another NPDES **CO-PERMITTEE** or to the waters of the United States. This Agreement sets forth the agreement of the **CO-PERMITTEES** and the **COUNTY** and between all of the **CO-PERMITTEES** with respect to shared responsibilities in the identification and control of discharges from one MS4 to another.

Section IV
COUNTY's Obligations

1. **Compliance with NPDES MS4 Operating Permit** The **COUNTY** shall perform monitoring and sampling activities as required in Miami-Dade County's NPDES MS4 Operating Permit.
2. **Permits** The **COUNTY** shall obtain all applicable federal, state and local permits and approvals (with the exception of permits and approvals required by **CO-PERMITTEES**, if any, which shall be obtained by the respective **CO-PERMITTEE**), which are required to perform activities under the NPDES MS4 Operating Permit.
3. **Report** The **COUNTY** shall provide the **CO-PERMITTEES** with a report, on an annual basis, with the results of the monitoring and sampling activities required under the NPDES Operating Permit.
4. **Notice of COUNTY Meeting** The **COUNTY** shall provide the **CO-PERMITTEES** with oral or written notice of all regular meetings held by **COUNTY** staff for the purpose of reviewing the compliance status with the NPDES MS4 Operating Permit.

Section V
CO-PERMITTEES' Obligations

1. **Prevention of Theft of COUNTY Equipment** The **CO-PERMITTEES** shall take reasonable steps to prevent theft or vandalism of **COUNTY** equipment located within the **CO-PERMITTEE'S** geographic boundary. The **CO-PERMITTEES** agree that such equipment may be placed within each **CO-PERMITTEE'S** geographic boundary for extended periods of time, as necessary to complete the sampling and monitoring tasks contemplated by this Agreement and the NPDES MS4 Operating Permit.
2. **Compensation** Each **CO-PERMITTEE** will reimburse the **COUNTY** for costs of activities performed over the preceding fiscal year in accordance with Attachment "A", and as specified in the Execution in Counterparts form for that fiscal year. The **COUNTY** will bill each **CO-PERMITTEE** annually, within six (6) months after the end of the fiscal year, for actual amounts expended during the prior fiscal year. Payment by the **CO-PERMITTEE** is to be made not later than forty-five (45) days after the bill presentation. Failure to pay the agreed-upon costs to the **COUNTY** in accordance with this Agreement shall be deemed default by the **CO-PERMITTEE** that fails to pay pursuant to this Agreement. The expenditures for the final fiscal year that this Agreement is valid will be invoiced by the **COUNTY** and paid by the **CO-PERMITTEES** during the following fiscal year.
3. **Access** The **CO-PERMITTEES** shall provide the **COUNTY** with reasonable access at all times as necessary to perform the sampling and monitoring required by this Agreement of any storm sewer systems which may be located within the **CO-PERMITTEE'S** geographic boundary.

Section VI
Indemnification

Each **CO-PERMITTEE** shall indemnify and hold harmless the **COUNTY** and its officers, employees, agents and instrumentalities from any and all liability, losses or damages, including attorney's fees and costs of defense, which the **COUNTY** or its officers, employees, agents or instrumentalities may incur as a result of claims, demands, suits, causes of actions or proceedings of any kind or nature arising out of, relating to or resulting from the performance of this Agreement by the **CO-PERMITTEE** or its employees, agents, servants, partners, principals or subcontractors. Each **CO-PERMITTEE** shall pay all claims and losses in connection therewith and shall investigate and defend all claims, suits or actions of any kind or nature in the name of the **COUNTY**, where applicable, including appellate proceedings, and shall pay all costs, judgements and attorney's fees which may issue thereon. Provided, however, this indemnification shall only be to the extent of and within the limitations of Section 768.28 Fla Stat., and subject to the provisions of that Statute whereby the **CO-PERMITTEE** shall not be held liable to pay a personal injury or property damage claim or judgment by any one person which exceeds the sum of \$200,000, or any claim or judgement or portions thereof, which, when totaled with all other claims or judgement paid by the **CO-PERMITTEE** arising out of the same incident or occurrence, exceed the sum of \$300,000 from any and all personal injury or property damage claims, liabilities, losses or causes of action which may arise as a result of the negligence of the **CO-PERMITTEE**. Provided further that any **CO-PERMITTEE's** liability hereunder shall be based on that **CO-PERMITTEE's** performance of this Agreement only, and no **CO-PERMITTEE** shall be liable for indemnification based on another **CO-PERMITTEE's** performance of this Agreement.

Nothing herein shall constitute a waiver of Section 768.28 of the Florida Statutes or shall be construed as impacting or modifying the protections set forth therein.

Section VII
County Event of Default

Without limitation, the failure by the COUNTY to substantially fulfill any of its material obligations in accordance with this Agreement, unless justified by Force Majeure, shall constitute a "COUNTY event of Default".

If a COUNTY event of default should occur, the CO-PERMITTEE shall have all of the following rights and remedies which it may exercise singly or in combination:

1. The right to declare that this Agreement together with all rights granted to COUNTY hereunder are terminated, effective upon such date as is designated by the CO-PERMITTEE;
2. Any and all rights provided under federal laws and the laws of the State of Florida.

Section VIII
Co-Permittee Event of Default

Without limitation, the failure by the CO-PERMITTEE to substantially fulfill any of its material obligations in accordance with this Agreement, unless justified by Force Majeure, shall constitute a "CO-PERMITTEE Event of Default".

If a CO-PERMITTEE Event of Default should occur, the COUNTY shall have all of the following rights and remedies which it may exercise singularly or in combination:

1. The right to declare that this Agreement together with all rights granted to CO-PERMITTEE hereunder are terminated, effective upon such date as is designated by the COUNTY;
2. Any and all rights provided under federal laws and the laws of the State of Florida.

Section IX
General Provisions

1. **Authorization to Represent the CO-PERMITTEE in NPDES MS4 Operating Permit** Each CO-PERMITTEE hereby authorizes the COUNTY to act on its behalf only with respect to: the activities under this Agreement; and compliance with requirements of those monitoring, sampling, BMP, and BMAP portions under the NPDES MS4 Operating Permit.
2. **Attendance at COUNTY Permit Review Meetings.** The CO-PERMITTEES may, but are not required to, attend any or all regular meetings held by COUNTY staff for the purpose of reviewing the status of the NPDES MS4 Operating Permit.
3. **Responsibility for Discharges** The CO-PERMITTEES shall each be responsible for the control, investigation of and remedial activities relating to discharges of pollutants from within their respective MS4 or boundaries to the municipal separate storm sewer system of another NPDES MS4 CO-PERMITTEE, pursuant to the requirements of 40CFR 122.26(d)(2)(i)(D).
4. **Identification of Discharges** Both the CO-PERMITTEE whose stormwater system generates a pollutant discharge that impacts another CO-PERMITTEE'S system and the impacted CO-PERMITTEE agree to cooperate by providing the staff and equipment necessary to identify the source

of pollutant discharges emanating from the separate storm sewer system of one **CO-PERMITTEE** to the separate storm sewer system of another **CO-PERMITTEE**.

5. **Notification** When pollutant discharges to a shared separate storm sewer system are discovered, the **CO-PERMITTEES**, or **COUNTY**, or any of the foregoing, as applicable, which are the source of the discharge(s) agree to report said discharges to the other affected parties sharing the particular MS4. The **COUNTY** shall assist, as needed, in any investigation and identification of a source of the discharge. If the **COUNTY** discovers a discharge in the separate storm sewer system of a **CO-PERMITTEE** or the **COUNTY**, the **COUNTY** will investigate the source of the discharge and report its findings to the affected NPDES **CO-PERMITTEES**. When an investigation specifically identifies a NPDES **CO-PERMITTEE** as the source of a pollutant discharge, then that **CO-PERMITTEE** shall be responsible for ceasing the discharge and remediating the effects of the discharge by restoring the affected MS4 in accordance with applicable standards.
6. **Dispute Resolution** When the parties sharing a MS4 cannot agree on the source of a discharge to their shared MS4, the State of Florida Department of Environmental Protection, Bureau of Watershed Management, shall be the final arbiter in determining jurisdiction and responsibility for cessation of discharge, remediation, and final resolution.
7. **Termination** Each party may terminate that particular party's participation in this Agreement without cause by providing sixty (60) days prior written notice of termination to the other parties to this Agreement. **CO-PERMITTEES** shall be entitled to reimbursement of monies paid to the **COUNTY** only in the event of termination without cause by the **COUNTY**, and the **CO-PERMITTEE** shall then be entitled to such reimbursement only to the extent that services providing information useful to the NPDES MS4 Permit have not been rendered by the **COUNTY**. Upon termination by any party, the NPDES MS4 Operating Permit status of that party shall be the sole responsibility of that party.

In the event of termination by a **CO-PERMITTEE**, that **CO-PERMITTEE** shall owe the **COUNTY** for all services rendered or performed by the **COUNTY**, including those which had not yet been invoiced or billed to the **CO-PERMITTEE**. Upon receiving invoice from the **COUNTY** for such services, the **CO-PERMITTEE** shall promptly pay the **COUNTY** in full, no later than thirty (30) days from receipt of invoice.

8. **Entire Agreement; Prior Agreements Superseded; Amendment to Agreement** This Agreement incorporates and includes all prior negotiations, correspondence, conversations, agreements, and understandings applicable to the matters contained herein. The parties agree that there are no commitments, agreements, or understandings concerning the subject matter of this Agreement that are not contained in this Agreement, and that this Agreement contains the entire agreement between the parties as to matters contained herein. Accordingly, it is agreed that no deviation from the terms hereof shall be predicated upon any prior representations or agreements, whether oral or written. It is further agreed that any oral representations or modifications concerning this Agreement shall be of no force or effect, and that this Agreement may be modified, altered or amended only by a written amendment duly executed by the parties hereto or their representatives.
9. **Headings** Captions and headings in this Agreement are for ease of reference only and do not constitute a part of this Agreement and shall not affect the meaning or interpretation of any provisions herein.
10. **Notices and Approval** Notices and approvals required or contemplated by this Agreement shall be written and personally served or mailed, registered or certified United States mail, with return receipt requested, addressed to the parties listed in Section I of this Agreement.

11. **Performance by Parties** Except as otherwise provided in this Agreement, in the event of any dispute arising over the provisions of this Agreement, the parties shall proceed with the timely performance of their obligations during the pendency of any legal or other similar proceedings to resolve such dispute.
12. **Rights of Others** Nothing in the Agreement express or implied is intended to confer upon any person other than the parties hereto any rights or remedies under or by reason of this Agreement.
13. **Time is of Essence** It is mutually agreed that time is of the essence in the performance of all terms and conditions to be met and performed pursuant to this Agreement.
14. **Governing Law** This Agreement shall be governed by and construed in accordance with the laws of the State of Florida and the United States. The COUNTY and the CO-PERMITTEE agree to submit to service of process and jurisdiction of the State of Florida for any controversy or claim arising out of or relating to this Agreement or a breach of this Agreement. Venue for any court action between the parties for any such controversy arising from or related to this Agreement shall be in the Eleventh Judicial Circuit in and for Miami-Dade County, Florida, or in the United States District Court for the Southern District of Florida, in Miami-Dade County, Florida.
15. **Severability** The invalidity of one or more of the phrases, sentences, clauses, or Sections contained in this Agreement shall not affect the validity of the remaining portion of the Agreement, provided the material purposes of this Agreement can be determined and effectuated.
16. **Waiver** There shall be no waiver of any right related to this Agreement unless in writing signed by the party waiving such right. No delay or failure to exercise a right under this Agreement shall impair such right or shall be construed to be a waiver thereof. Any waiver shall be limited to the particular right so waived and shall not be deemed a waiver of the same right at a later time, or of any other right under this Agreement.
17. **Number of Outfalls** If requested, the COUNTY will review and adjust on an annual basis the number of outfalls of each CO-PERMITTEE during the month of March for each fiscal year the Agreement is in effect. Adjustments made, if any, will be in effect for the upcoming fiscal year, to recalculate each CO-PERMITTEE'S share of the total annual costs. CO-PERMITTEES may submit relevant outfall information to be included in the review during a two month period, from January 1st to February 28th of the year immediately preceding the start of the fiscal year of the intended changes. In the event of a change, an updated Attachment "A" shall be provided to CO-PERMITTEES annually by March 31st for budgetary purposes.
18. **Maximum Annual Costs** Each CO-PERMITTEE'S maximum (not to exceed) financial commitment under this Agreement is shown in Attachment "A". It should be noted that the CO-PERMITTEE's cost share may change (+/-) based on any changes made to the Number of Outfalls during the annual reviews. Such changes shall be reflected in an updated Attachment "A". Actual annual expenditures invoiced by the COUNTY for water quality monitoring and related activities, IWR, and Pollutant Loading Calculation activities performed, will not exceed the CO-PERMITTEE'S total annual cost shown in Attachment "A" for that fiscal year.

Execution in Counterparts

This Agreement shall be executed in counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same agreement. The FDOT District Six will execute a separate agreement with Miami-Dade County, which is similar in scope and intent to this Agreement, due to State of Florida requirements.

IN WITNESS WHEREOF,

_____, FLORIDA,

by its Commission / Council attest, that this Agreement be executed in its name by the Manager / Mayor or designee, attested by the Clerk or Legal Representative.

Co-Permittee selection of Activities detailed in Attachment "A":

Activity 1 (Water Monitoring and Annual Analyses Report)

- By signing this Agreement, we agree to participate and be invoiced for this Activity.

Activity 2 (Pollutant Loading Calculations or other NPDES Permit-required Task)

- Yes, we wish to participate
- No, but we reserve the right to request participation in subsequent fiscal years

The Co-Permittee selections shown above remain in effect for the duration of the Agreement unless otherwise modified by the Co-Permittee. Each Co-Permittee may elect to modify their selections shown above every fiscal year the Agreement remains in place, and any such modifications shall only apply prospectively to work that has not yet been performed.

Name of Manager / Mayor (print)

Signature

Date

Name of Clerk / Legal Representative (print)

Signature

Date

Execution in Counterparts

This Agreement shall be executed in counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same agreement.

IN WITNESS WHEREOF, Miami-Dade County, Florida, has caused this Agreement to be executed in its name by the County Mayor or his designee, attested by the Clerk of the Board of County Commissioners and has caused the seal of the Board of County Commissioners to be hereto attached.

MIAMI-DADE COUNTY
Stephen P. Clark Center
111 N.W. 1 Street
Miami, FL 33128

Mayor or Mayor's Designee Date

HARVEY RUVIN, CLERK
Attest:

Deputy Clerk Date

ATTACHMENT "A"

**Miami-Dade County Co-Permittees NPDES Interlocal Agreement
Water Monitoring Annual Estimated Costs
Fiscal Year 2023 to 2026**

	Municipality/Agency	Number of Outfalls	Percent of Total Outfalls	Activity 1	Activity 2	Activity 1+2
				Historical Monitoring and Analyses	Pollutant Loading or Other Permit Requirements	Co-Permittee Annual Cost (not-to-exceed)
1	Aventura, City of	175	2.10	\$13,646	\$2,099	\$15,745
2	Bal Harbour Village	10	0.12	\$780	\$120	\$900
3	Bay Harbor Islands, Town of	58	0.70	\$4,523	\$696	\$5,218
4	Coral Gables, City of	113	1.36	\$8,811	\$1,356	\$10,167
5	Cutler Bay, Town of	194	2.33	\$15,127	\$2,327	\$17,454
6	Doral, City of	368	4.41	\$28,695	\$4,415	\$33,109
7	El Portal, Village of	11	0.13	\$858	\$132	\$990
8	Golden Beach, Town of	12	0.14	\$936	\$144	\$1,080
9	Hialeah Gardens, City of	12	0.14	\$936	\$144	\$1,080
10	Homestead, City of	182	2.18	\$14,191	\$2,183	\$16,375
11	Indian Creek Village	33	0.40	\$2,573	\$396	\$2,969
12	Key Biscayne, Village of	36	0.43	\$2,807	\$432	\$3,239
13	Medley, Town of	45	0.54	\$3,509	\$540	\$4,049
14	Miami Beach, City of	312	3.74	\$24,328	\$3,743	\$28,071
15	Miami Gardens, City of	402	4.82	\$31,346	\$4,822	\$36,168
16	Miami Lakes, Town of	350	4.20	\$27,291	\$4,199	\$31,490
17	Miami Shores, Village of	34	0.41	\$2,651	\$408	\$3,059
18	Miami Springs, City of	27	0.32	\$2,105	\$324	\$2,429
19	North Bay Village, City of	71	0.85	\$5,536	\$852	\$6,388
20	North Miami Beach, City of	211	2.53	\$16,453	\$2,531	\$18,984
21	North Miami, City of	207	2.48	\$16,141	\$2,483	\$18,624
22	Opa-locka, City of	74	0.89	\$5,770	\$888	\$6,658
23	Palmetto Bay, Village of	106	1.27	\$8,265	\$1,272	\$9,537
24	Pinecrest, Village of	72	0.86	\$5,614	\$864	\$6,478
25	South Miami, City of	30	0.36	\$2,339	\$360	\$2,699
26	Sunny Isles Beach, City of	69	0.83	\$5,380	\$828	\$6,208
27	Surfside, Town of	11	0.13	\$858	\$132	\$990
28	¹ Virginia Gardens, Village of	5	0.06	\$390	\$60	\$450
29	¹ West Miami, City of	5	0.06	\$390	\$60	\$450
30	FDOT District VI	1,687	20.24	\$131,544	\$20,238	\$151,781
31	MDX	456	5.47	\$35,557	\$5,470	\$41,027
32	Unin. Miami-Dade County	2,958	35.48	\$230,650	\$35,485	\$266,135
	ANNUAL TOTALS (Not to Exceed)	8,336	100.00	\$650,000	\$100,000	\$750,000

NOTES:

¹ Co-Permittees with no outfalls have been assigned a value of 5 outfalls. Activity 1 fixed annual cost = \$390
 Activity 1 (mandatory) - Historical sampling, monitoring, lab analyses, and annual water monitoring report
 Activity 2 (optional) - Pollutant Loading Calculations or other tasks to satisfy required permit conditions

Execution in Counterparts

This Agreement shall be executed in counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same agreement. The FDOT District Six will execute a separate agreement with Miami-Dade County, which is similar in scope and intent to this Agreement, due to State of Florida requirements.

IN WITNESS WHEREOF,

_____, FLORIDA,

by its Commission / Council attest, that this Agreement be executed in its name by the Manager / Mayor or designee, attested by the Clerk or Legal Representative.

Co-Permittee selection of Activities detailed in Attachment "A":

Activity 1 (Water Monitoring and Annual Analyses Report)

- By signing this Agreement, we agree to participate and be invoiced for this Activity.

Activity 2 (Pollutant Loading Calculations or other NPDES Permit-required Task)

- Yes, we wish to participate
- No, but we reserve the right to request participation in subsequent fiscal years

The Co-Permittee selections shown above remain in effect for the duration of the Agreement unless otherwise modified by the Co-Permittee. Each Co-Permittee may elect to modify their selections shown above every fiscal year the Agreement remains in place, and any such modifications shall only apply prospectively to work that has not yet been performed.

Name of Manager / Mayor (print)

Signature Date

Name of Clerk / Legal Representative (print)

Signature Date



NORTH BAY VILLAGE
EST. 1945

ITEM NO. 11.E

North Bay Village Recommendation Memorandum

DATE: April 12, 2022

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

FROM: Carla Gomez, Deputy Village Manager/Human Resources Director

SPONSORED BY:

SUBJECT:
APPROVAL OF AMENDMENT TO COLLECTIVE BARGAINING AGREEMENT AND MOU WITH FOP (SWORN OFFICERS) VILLAGE MANAGER RALPH ROSADO, AICP (DEPUTY VILLAGE MANAGER/HUMAN RESOURCES DIRECTOR CARLA GOMEZ)

RECOMMENDATION

A RESOLUTION OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, APPROVING A COLLECTIVE BARGAINING AGREEMENT WITH THE FLORIDA STATE LODGE 81, FRATERNAL ORDER OF POLICE FOR POLICE OFFICERS, CORPORALS, SERGEANTS, AND LIEUTENANTS; APPROVING A MEMORANDUM OF UNDERSTANDING RELATING TO PERSONAL DAYS; PROVIDING FOR AUTHORIZATION; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

BACKGROUND AND ANALYSIS

It is recommended the Village Commission adopt the resolution to ratify a third-year wage reopener on the existing collective bargaining agreement that is in effect between North Bay Village and the FOP Sworn Officers covering the period of October 1, 2019 – September 30, 2022.

In February 2022, the North Bay Village Collective Bargaining Team met with the FOP for Sworn Officers and reached a tentative agreement that addressed the wage reopener for Year 3 of the current labor contract. The proposed contract will cover the period of October 1, 2021 through September 30, 2022. The Wage Reopener provision provides for a Cost of Living

Increase (COLA) of 1.9%, effective retroactively to the first full pay period in October 2021.

On March 23, 2022, the FOP for Sworn Officers notified the Village that the Union membership had successfully voted in favor of the proposed wage reopener, as well as a Memorandum of Understanding that provides for each employee covered by the FOP Collective Bargaining Agreement for Sworn Officers to receive two (2) personal days. These two (2) personnel days will be issued in the paycheck following ratification of this Agreement, and will expire on December 31, 2022. The two (2) additional personal days must be pre-scheduled by the employee's supervisor and are not permitted to be cashed out by the employee.

The summary of the terms and conditions tentatively agreed to with the FOP for Sworn Officers include the following provisions:

WAGES/COST OF LIVING ADJUSTMENT (COLA)

- Year 3: October 1, 2021 - September 30, 2022 = 1.9% Cost of Living Adjustment (COLA), provided retroactively to the 1st full pay period in October 2021. The estimated cost impact to the current fiscal year is approximately \$55,000.
- 2 Personnel Days - Use it or Lose - Expires December 31, 2022 - Must be pre-approved by supervisor and not available for cash out by employee. The Village does not anticipate a significant cost impact from offering this one-time, temporary benefit.

Village Staff recommends that the Village Commission ratify the proposed year-3 (October 1, 2021 - September 30, 2022) Wage Reopener and Memorandum of Understanding to the existing labor agreement with the FOPA covering the period of October 1, 2019 - September 30, 2022.

BUDGETARY/FINANCIAL IMPACT (Finance Dept.)

Total Estimated Impact: \$55,000 Already Budgeted

PERSONNEL IMPACT

NONE

From: [Ceasar Costa](#)
To: [Lindsey M. Ryder](#); [Carla M. Gomez](#)
Cc: [FOP Sean Kelly](#); [NBV El Portal Manny](#)
Subject: [External] FOP/FOPA Ratification
Date: Wednesday, March 23, 2022 8:25:01 PM

Good evening Lindsey and Carla.

Just wanted to advise we just concluded with voting and both CBA reopener and MOU passed with Lodge 81 FOP & FOPA.

We look forward to initiate negotiations for our upcoming FY 2022-2023 to FY 2024-2025 CBA.

Regards

Ceasar Costa

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RESOLUTION NO. 2022- _____

A RESOLUTION OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, APPROVING A COLLECTIVE BARGAINING AGREEMENT WITH THE FLORIDA STATE LODGE 81, FRATERNAL ORDER OF POLICE FOR POLICE OFFICERS, CORPORALS, SERGEANTS, AND LIEUTENANTS; APPROVING A MEMORANDUM OF UNDERSTANDING RELATING TO PERSONAL DAYS; PROVIDING FOR AUTHORIZATION; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Florida State Lodge 81, Fraternal Order of Police (“FOP”) represents a bargaining unit consisting of North Bay Village’s (the “Village”) sworn police officers, corporals, sergeants, and lieutenants (the “Police Union”); and

WHEREAS, the Village and FOP previously entered into a three (3) year Collective Bargaining Agreement that is effective from October 1, 2019 through September 30, 2022, which governs the terms and conditions of employment for FOP bargaining unit members; and

WHEREAS, the Village and FOP have engaged in negotiations to amend the Collective Bargaining Agreement to provide a 1.9% wage cost of living adjustment for the third fiscal year of the agreement (retroactive to October 1, 2021 through September 30, 2022), all as further set forth in the proposed amended CBA, which is attached hereto as Exhibit “A” (the “CBA”); and

WHEREAS, Article 15 of the CBA provides FOP bargaining unit members with three (3) personal days per year, which shall be forfeited if not used within each calendar year; and

WHEREAS, the Village appreciates the hard work and dedication provided by its FOP bargaining unit personnel; and

WHEREAS, to recognize those efforts, the Village wishes to prospectively provide FOP bargaining unit personnel with two (2) additional personal days, which shall be forfeited if not used by December 31, 2022, and the approval of which is subject to the discretion of the Chief of Police, as provided in the Memorandum of Understanding (“MOU”) attached hereto as Exhibit “B,” which shall automatically sunset/terminate, by its terms, on December 31, 2022; and

WHEREAS, it has been confirmed that the majority of the membership of the Police Union approved the CBA and the MOU; and

WHEREAS, staff recommends that the Village Commission approve the CBA and the MOU and authorize the Village Manager to execute same; and

WHEREAS, the Village Commission finds that this Resolution is in the best interest and welfare of the residents of the Village.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, AS FOLLOWS:

Section 1. Recitals. That each of the above-stated recitals are hereby adopted, confirmed, and incorporated herein.

Section 2. Approving CBA. That the CBA attached hereto as Exhibit “A” is hereby approved.

Section 3. Approving MOU. That the MOU attached hereto as Exhibit “B” is hereby approved.

Section 4. Authorization. That the Village Commission hereby authorizes the Village Manager to execute the CBA and MOU.

Section 5. Implementation. That the Village Manager and Village Attorney are hereby authorized to take such further action as may be necessary to implement the purpose and provisions of this Resolution.

Section 6. Effective Date. That this Resolution shall be effective immediately upon adoption.

The foregoing Resolution was offered by _____ who moved its adoption. The motion was seconded by _____ and upon being put to a vote, the vote was as follows:

- Mayor Brent Latham _____
- Vice Mayor Marvin Wilmoth _____
- Commissioner Richard Chervony _____
- Commissioner Rachel Streitfeld _____
- Commissioner Julianna Strout _____

PASSED AND ADOPTED on this _____ day of _____, 2022.

Brent Latham, Mayor

ATTEST:

Debra E. Eastman, MMC
Interim Village Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

Weiss Serota Helfman Cole & Bierman, PL
Village Attorney

**Agreement Between North Bay Village and FOP
Lodge 81 – Officers, Sergeants & Lieutenants
October 1, 2019 through September 30, 2022**

COLLECTIVE BARGAINING AGREEMENT

between the municipality of

NORTH BAY VILLAGE

and the

FLORIDA STATE LODGE 81,

FRATERNAL ORDER OF POLICE

Effective October 1, 2019 thru September 30, 2022

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**Agreement Between North Bay Village and FOP
Lodge 81 – Officers, Sergeants & Lieutenants
October 1, 2019 through September 30, 2022**

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**Agreement Between North Bay Village and FOP
Lodge 81 – Officers, Sergeants & Lieutenants
October 1, 2019 through September 30, 2022**

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**Agreement Between North Bay Village and FOP
Lodge 81 – Officers, Sergeants & Lieutenants
October 1, 2019 through September 30, 2022**

PREAMBLE

THIS AGREEMENT is entered into by North Bay Village, Florida, hereinafter referred to as the “Village” and the Florida State Lodge, Fraternal Order of Police, Inc. hereinafter referred to as the “Union” for the purpose of promoting harmonious relations between the Village and Union, to establish an orderly and prompt procedure for the resolution of grievances, to insure continuation of normal activities and departmental operations, to settle differences which might arise and to set forth the basic and full agreement between the parties concerning rates of pay, wages, hours of work and all other conditions of employment.

ARTICLE 1 – RECOGNITION

The Village hereby recognizes the Florida State Lodge, Fraternal Order of Police, Inc. as the exclusive representative for the purpose of collective bargaining with respect to wages, hours and terms and conditions of employment for all employees in the bargaining unit. The certification by the Florida Public Relations Commission, Certification No. 1704 and as a result thereof, the Village recognizes the Union (FOP) as the exclusive collective bargaining representative of all sworn officers in North Bay Village as stated below. All permanent full time sworn police personnel of the rank of police officer, police corporal, police sergeant, and police lieutenant including probationary employees but excluding all other employees of North Bay Village.

ARTICLE 2 - NON-DISCRIMINATION

There shall be no discrimination, interference, restraint, or coercion by the Village or the Union against any employee because of any classification protected by federal, state or local law. All references to employees in this Agreement designate both sexes and wherever the male gender is used it shall be construed to include male and female employees.

ARTICLE 3 - DUES CHECK-OFF

3.1 Any member of the Union, who has submitted a properly executed authorization card or statement to the Village Manager or his designee in accordance with a format prescribed or approved by the Village may, by request in writing have his membership dues in the Union deducted from his wages. Dues shall be deducted each pay period, and shall, thereafter, be transmitted to the Union. However, the Village shall have no responsibility or liability for any monies once sent to the Union, nor shall the Village have any responsibility or any liability for the improper deduction of dues. Further, the Union shall hold the Village harmless for non-intentional errors in the administration of the dues deduction system.

3.2 It shall be the responsibility of the Union to notify the Village Manager or his designee in writing of any change in the amount of dues to be deducted at least thirty (30) days in advance of said change. Under no circumstances shall the Village be required to deduct Union fines, penalties, or assessment from the wage of any member.

3.3 Any member of the Union may, on thirty (30) days written notice to the Village and the Union, request the Village to cease deducting dues from his wages.

ARTICLE 4 - UNION REPRESENTATIVES

4.1 The Village will recognize Union representatives from within the bargaining unit, appointed by the Union, and provided to management, whose duties shall be to process formal grievances from members of the bargaining unit and represent employees, upon request, at internal investigation interviews. One such representative will be allowed to accomplish the above-described tasks on duty time without loss of pay or benefits with permission of the Department. The Union will provide the name of the representative in writing to the Village Manager and copy the Chief of Police within ten (10) business days of said change. Such permission should not be unreasonably withheld.

4.2 One member of the Union's bargaining team will be allowed time off, without loss of pay, to attend sessions which have been scheduled to renegotiate this Agreement. A Second member of the Union will be allowed to attend the sessions without loss of pay as long as the attendance of the Second person does not result in overtime coverage expense for the Village. The Second member prior to the scheduled bargaining meeting date shall coordinate their schedule and receive approval from their supervisor prior to attending bargaining session. Prior to the commencement of such negotiations, the Union shall receive permission from the Chief of Police as to which bargaining team members will be allowed such time off.

ARTICLE 5 - SERVICES TO THE UNION

5.1 The Village will furnish the Union a copy of Police Department Rules and Regulations, and changes pertaining thereto.

5.2 The Village will allow the Union and its representative's reasonable use of the meeting facility at the Police Station or Village Hall for the conducting of Union business when such facility is not in normal use, upon reasonable notice in the form of a written request therefor to the Village Manager or his designee.

5.3 The Village will furnish the Union with sufficient bulletin board space, for only Union notices relating to official business of the Union and/or contract administration, in or near the Squad Room.

5.4 The Village will allow the Union to distribute mail and other communications within Village facilities.

5.5 Upon written request by the Union, the Village will provide, on an annual basis, a complete roster of the bargaining unit, including name, rank, address, telephone number, social security number and current pay scale. The Village will notify the Union on an interim basis of permanent changes within thirty (30) days as to name, rank and employment status.

ARTICLE 6 - PERSONNEL RECORDS

6.1 Employees covered by this Agreement shall have the right to inspect their official personnel files with three (3) business days' notice at a time agreeable to the Human Resources Director. The employee shall have the right to make duplicate copies of any items in his personnel file, at no cost to the employee. Those shall be the only official personnel files maintained for each employee. If a public records request is made for an employee file, the employee will be notified that such request on their file has been made. However, the name of the requestor is not to be divulged to the employee.

6.2 Employees shall have the right to add to their personnel records written refutation of any document or information contained therein which is considered by the employee to be derogatory or to contain incorrect or insufficient information within a reasonable time frame of the entry in the personnel record.

6.3 All personnel records of the employees shall be kept confidential to the extent provide by Chapter 119, Florida Statutes.

6.4 The Union and the Village agree that the names and/or photographs of bargaining unit members may be used in the Village's newsletter, electronic mail, and the website when recognizing accomplishments or with other non-derogatory news items.

6.4.1 Except as authorized in paragraph 6.4 above, neither the news media nor any other person will be directly furnished with the home address, telephone number, social security number or photograph of any employee or relatives without his express written consent. Certain employee information is in the public domain controlled by the employee and the Village cannot be responsible for any of those disclosures.

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6.5 Reprimands and formal counseling's shall be removed from their personnel file by the Village and placed in a separate file one (1) year from the date received by the employee. However, such reprimands and/or counseling's may be used in future discipline proceedings and may be subject to public records requests.

ARTICLE 7 - BILL OF RIGHTS & RELATED MATTERS

7.1 The Village agrees to abide by the requirements contained in the Law Enforcement Officer's Bill of Rights as set forth in Section 112 of the Florida Statutes, including any and all subsequent revisions thereto, and that said statute is incorporated herein by reference.

7.2 Prior to filing a disciplinary charge which is prompted by a citizen complaint, the Village shall obtain a sworn complaint affidavit as to the exact allegations against the officer.

7.3 In the interest of internal security and fairness to the employee under investigation, the Village, insofar as is legally permissible, agrees to make no conclusionary statements concerning the validity of the allegations under investigation until such time as the investigation has been completed. In the event the employee under investigation, or any organization or person representing said employee make public statements concerning the allegations under investigation, the Village shall have the right to respond in any manner it deems appropriate. Violation of this provision shall not prejudice the Village's right to continue the investigation and action thereunder.

7.4 No employee will be compelled by the Village to speak or testify before, or be questioned by any non-governmental agency unless under proper subpoena.

7.5 The Village agrees that no adverse action will be taken against any employee who exercises the rights provided for in this Article.

7.6 Not sustained or unfounded letters of complaint from citizens will not be inserted into an officer's personnel records.

7.7 The Charge of "conduct unbecoming" and all similar vague charges will not be used by the Village unless further substantiated by specific charges.

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7.8 Should disciplinary action result from an internal investigation, an employee may, at the option of the Chief of Police, be allowed to use compensatory or vacation time to satisfy a suspension.

7.9 In the event an employee is under criminal investigation by any criminal justice agency, the Chief of Police will have the option of placing an internal affairs investigation involving the same or related conduct in abeyance until the conclusion of the criminal investigation. If such abeyance is instituted, the time shall toll until the criminal investigation is concluded.

7.9.1 The internal affairs investigation against such employee may, at the option of the Chief of Police, remain in abeyance if criminal prosecution is initiated against such employee. Criminal prosecution is considered “initiated” once an indictment is handed down or a criminal information is filed alleging any criminal conduct.

ARTICLE 8 - SHIFTS AND SHIFT EXCHANGES

8.1 The Village agrees to continue the shift bidding procedure for all employees who hold the ranks of Police Officer and Police Sergeant and Police Lieutenant, including Corporals. Work assignments for Lieutenants are at the discretion of the Chief. Shift bids shall occur two (2) times per year. The first shift bid of the year shall occur during the month of February in order to begin the new shift on the first day of the first pay period in March. The second (2) shift bid shall occur during the month of August in order to begin the new shift on the first day of the first pay period in September. Shift bids shall be conducted on seniority within rank / appointment basis. It is understood and agreed by the parties that all aspects of the shift bidding procedure shall be subject to operational necessities of the Department, as determined by the Police Chief.

8.2 Upon application in writing to the Chief of Police, employees may exchange shifts, provided that:

- a. The shift exchange is between employees of like rank and experience. (i.e. Corporals and Sergeants can exchange with any rank as long as another supervisor is already on duty for the shift(s) in questions and the exchange does not generate any cost as a result of the exchange.
- b. A shift exchange request must be submitted Three (3) days prior to the start of the requested shift exchange for weekday submissions and Five (5) days prior to the start of the requested shift exchange if the submission is done within a holiday or weekend. The Shift exchange request must be made in writing, signed by both employees and submitted to the Chief of Police in accordance with the above stated timeframes
- c. No costs shall be incurred by the Village because of the exchange.

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d. The two shifts to be exchanged shall exist in the same pay period.

8.3 Approval for shift exchange shall not be unreasonably withheld.

8.4 The employees who requested the Shift exchange must adhere to such change if approved or will be disciplined for not adhering to an approved shift exchange.

8.5 If possible, the Village will notify the Employee at least Ten (10) calendar days_ in advance of any contemplated change in an employee’s status e.g., transfer, reassignment or change in shift. This does not include the placement of an employee on Administrative Leave. A departmental needed change of shift will be done with the following criteria: request a volunteer to change shift, if no volunteer comes forward then it will accomplished in a reverse seniority order. This process may initiate a trickle-down effect, possibly affecting other officer’s existing shift placement.

8.6 Whenever a shift rotation occurs, the Village shall use its best efforts to arrange that no member of the bargaining unit will be forced to work a contiguous shift. Such shift rotation shall be arranged, unless operational necessity dictates otherwise, so that each member of the bargaining unit will receive at least eight (8) hours off-duty before returning to work.

ARTICLE 9 - VEHICLES AND EQUIPMENT.

9.1 The Village will make a good faith effort to maintain police vehicles and equipment in proper working order.

9.2 The Village shall, insofar as possible, equip its marked police vehicles with equipment necessary to perform the functions of the officer assigned to use the police vehicle, as determined at the sole discretion of the Police Chief.

9.3 Unless Department firearms are provided, police officers shall have the option of using personal department approved firearms on duty under the following conditions:

9.3.1 The department manual shall set forth the manufacturers and models for the approved firearms to be used.

9.3.2 The officer must attend firearms training as provided for in Article 11.3 - Training.

9.3.3 The officer must qualify and demonstrate proficiency with the firearm. Only after inspection of the firearm by the range officer and qualification with the firearm, will the officer be permitted to carry such firearm on duty.

9.3.4 The Village will supply each officer with sufficient ammunition to qualify annually with his/her on-duty and approved off-duty firearm (to include at least one preparation session at the range with each firearm).

9.3.5 If the Village deems necessary for the officer to perform their work appropriately and more efficiently, the Village will provide the officer with either a Village issued cell phone or a cell phone stipend at the discretion of the Village. If the Village chooses to provide the stipend, Lieutenants & detectives will receive \$75.00 monthly cell phone stipend and sergeants, corporals and any designated officers by the chief of police will receive \$50.00 monthly cell phone stipend.

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9.4 Take-Home Vehicle Program: All officers on the Field Training Program or Administrative Leave shall not be eligible to participate in the Take-Home Vehicle Program.

9.4.1 Take-Home Vehicle Program: In an effort to reduce costs to the Village in maintenance, repairs, fuel, accidents and liability, the Village will charge officers who are provided a take home vehicle a bi-weekly fee which is determined by the amount of miles traveled from the officer's residence to the North Bay village Police Station (portal to portal). The utilization of the take home vehicle is primarily intended for portal to portal; however, there are other allowed usages for errands, and other uses as permitted by Department Policy. Personnel covered under this CBA must refer to the Departmental Policies and Procedures as published in PowerDMS for the particular rules regarding permitted usage of Take Home Vehicles. If the Department Policy and Procedure(s) pertaining to Take-Home vehicles needs to be revised, the Village shall notify the FOP and shall permit the FOP to participate in the revision process. The amount of miles from portal to portal will be calculated through map quest. The bi-weekly charge will be automatically deducted from the officer's paycheck. Should the officer decide to stop participating in this program or change residence, the officer must notify the Chief of Police in writing immediately who will then notify the Finance and Human Resource Department, who will have two (2) weeks to implement any change.

This take home vehicle program charges will be implemented using the following terms:

Current Employees:

- *0-5 miles from residence to Police Station: No charge*
- *6-12 miles from residence to Police Station: \$29.23 bi-weekly charge*
- *13-17 miles from residence to Police Station: \$33.84 bi-weekly charge*
- *18-22 miles from residence to Police Station: \$38.46 bi-weekly charge*

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- *23-27 miles from residence to Police Station: \$43.07 bi-weekly charge*
- *28-32 miles from residence to Police Station: \$47.69 bi-weekly charge*
- *33+ miles from residence to Police Station: \$52.31 bi-weekly charge*

9.4.2 Except as expressly provided by law, injuries sustained by officers driving an assigned vehicle off-duty shall not be considered an on-the-job injury.

9.4.3 For employees hired after the ratification of this Agreement, the take-home vehicle program shall be available only for those employees who reside in Miami-Dade, Monroe, Broward and Palm Beach counties.

9.4.4 The employee will be required to obtain Rider Insurance for their take home vehicle at the employee's cost. This insurance shall meet the minimum required coverage as stated by Florida law. A copy of said policy shall be provided to the office of the Chief of Police as soon as obtained and copies of renewals shall be furnished as they take place. Employees who do not provide proof of Rider Insurance will not be eligible to participate in the Take Home Vehicle Program.

ARTICLE 10 – PROMOTIONS/APPOINTMENTS

10.1 Whenever a budgeted promotional vacancy exists in a police sergeant classification, the Village shall fill such vacancy within thirty (30) days from an existing eligibility list with more than one name.

10.2 In the event that there is an existing eligibility list with one name or more, but less than three names, the Village shall have the option of promoting from the eligibility list or announcing a new promotional examination in accordance with the procedures set forth in this Article.

10.3 The Village will announce promotional examinations at least ninety (90) calendar days in advance of said examination. All examination eligibility lists shall remain in existence for a period of two (2) years (except as provided in section 10.2, above. If a budgetary vacancy exists in the rank of sergeant or there are only two names remaining on the final posting of results, the Village shall have the option of announcing a new promotional examination in accordance with this article or at least ninety (90) calendar days before the expiration date of the current eligibility list. The Village will list the areas which the examination will cover and the source from which the examination is drawn. The Village will insure that such reference material is available commercially on a local basis.

10.4 The Sergeants examination shall be restricted to non-probationary police officers and corporals with a minimum of four (4) years of continuous full-time service as a sworn law enforcement officer with North Bay Village and has not been the subject of a disciplinary suspension or demotion for the last year immediately preceding application for promotion.

10.5 At the time a new promotional examination is given, all eligible employees who wish to be on the new list must take the new examination. No employee will be placed on the new

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list as a result of previous test scores. The passing score for the promotional examination will be clearly stated prior to the administration of said examination.

10.6 Each promotional examination may be made up of multiple components, including but not limited to a written examination; and in-box; and assessment center or other similar testing components that are used in law enforcement, including an oral interview panel. Each examination may also include an oral interview with the Police Chief. The components of each examination and the value of each component shall be determined by the Police Chief, and shall be listed on the examination announcement. Employees shall receive one-half (1/2) seniority percentage point for each year of departmental service over the minimum requirement necessary to take the examination up to a limit of 5 percentage points (5%). Seniority points can only be added to a passing score; they cannot be used to achieve a passing score.

10.7 A list of eligible candidates shall be ranked in the order of their final cumulative score (candidates with a tie score may share a rank). Tie scores shall be broken by, first, date of employment and second by date of employment application. All employees shall be notified of their scores. The list shall remain valid for the period of two years from the date of posting of the results.

10.8 Promotions shall be made from the candidates in the top three (3) ranked positions on the list.

10.9 Officers promoted to the next higher rank will receive appropriate formal training during the twelve (12) month probationary period at an accredited criminal justice institute.

10.10 Employees covered by this Agreement who are temporarily assigned to the rank of Sergeant, Lieutenant or Chief for at least one (1) full shift shall receive 5% over their present salary

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for the time spent working in the higher rank or temporary appointment. Temporary assignments shall not include temporary assignments to the rank of corporal.

10.11 Bargaining unit members appointed to the position / rank of corporal shall be provided with a 3% pay increase, which shall be increased (by 1%) to four percent (4%), effective in the first pay period that starts after this 2019-2022 Agreement is fully ratified. This position will not be a promotion, but instead an appointment made at the discretion of the Chief of Police. All individuals appointed to this position will remain bargaining unit members. Removal from the corporal position during the first year of the appointment shall not be subject to grievance or arbitration under Article 13. After the first year of the appointment to the position / rank of corporal, the Village will either discontinue the position / rank of corporal or provide those the corporal with permanent status. Corporals who obtain permanent status may not have that position removed from them without just cause. Once permanent status is obtained, removal from the position of Corporal will be subject to the Grievance and Arbitration Procedure under Article 13 of this agreement. The officers who are appointed to the rank of corporal at the time of ratification of this contract will have the ability to achieve permanent status on October 1, 2016.

Appointment to rank Lieutenant: The Village agrees to create the position / rank of Lieutenant. Bargaining unit members appointed to the rank of Lieutenant will remain bargaining unit members. All individuals appointed to the rank of Lieutenant shall be placed on the first step of the lieutenant pay scale. The position of Lieutenant is not a promotion, but instead an appointment made at the discretion of the Chief of Police. Removal from the Lieutenant's position during the first year of the program shall not be subject to grievance or arbitration under Article 13. After the first year from the date of appointment to Lieutenant, the Village will either discontinue the rank of Lieutenant or provide those Lieutenants with permanent status. Lieutenants who obtain

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permanent status may not have that position removed from them without just cause. Once permanent status is obtained, removal from the position of Lieutenant will be subject to the Grievance and Arbitration Procedure under Article 13 of this Agreement.

10.12 Corporals and Lieutenants who are removed from their appointments under article 10.11, shall revert to their immediate past held rank from which they were appointed. Any demotions of this nature may affect other officers in the department through bumping rights.

ARTICLE 11 – TRAINING

11.1 The Village agrees that employees should be fully informed on any newly published material within the department's possession, which falls within the enforcement responsibility of the Village. Therefore, the Shift Commander shall be responsible to convey newly published information within the department's possession regarding Village and County ordinances and State Statutes to employees. In addition to the foregoing, the employee shall have a continuing duty to keep himself informed as to all departmental rules, ordinances and other matters relevant to his job performance to which he has access.

11.2 The Village shall provide at least forty (40) hours of training every four (4) years during duty hours, for the purpose of improving the performance of employees. Such training will comply with requirements set by the Florida Criminal Justice Standards and Training Commission.

11.3 The Village shall attempt to provide weapons training for all employees, but in no event will such training be less than once annually. This training is in addition to the training provided under paragraph 11.2. Upon qualification and a demonstration of proficiency, employees shall be permitted to carry on duty, semi-automatic weapons which have been approved by the Department and in accordance with Article 9.3. The department will make every reasonable effort to facilitate the employee attending the firearms range during his normal working hours. In the event the department is unable to schedule the employee to attend the fire range during his normal working hours, the employee shall be required to attend the firing range during his off-duty hours; provided, however, that the actual time spent by the employee in acquiring such training during his off-duty hours shall be compensated in accordance with the hours and overtime provisions contained herein.

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11.4 Where the department requires any employee to attend supervisory training and/or training in specialized police techniques, the department will make every reasonable effort to facilitate the employee attending such training during his normal working hours. In the event the department is unable to schedule the employee to attend such training during his normal hours, the employee shall be required to attend such training during his off-duty hours; provided, however, that the time spent by the employee in such training during his off-duty hours shall be compensated in accordance with the Hours and Overtime provisions herein.

11.5 In the event that an employee requests to be sent to a given training program, or in the event that the department asks for a volunteer or volunteers to attend any given training program (i.e., the department does not require any employee to attend such training program,) compensation relative to attendance at such training program shall be as mutually agreed upon between the employee or employees involved, the Chief of Police, and the Village Manager.

ARTICLE 12 - DISCIPLINE AND DISCHARGE

12.1 Employees shall not be dismissed or disciplined resulting in loss of pay or benefits except for just cause. Employees may appeal such action by filing a written grievance with the Chief as is provided in Article 13, provided however, that there shall be no right to arbitrate discipline if it is in the form of written reprimand. In cases of written reprimand, the final authority to determine the merits of the grievance rests with the Village Manager; provided however, that a due process hearing before the Village Manager or his designee, if requested, shall be granted.

12.2 Members of the bargaining unit shall be excluded for one (1) year after their appointment as probationary employees from any right of review under the provisions of this Article or the grievance/arbitration procedures of Article 13 for any matter or grievance involving discipline, discharge or termination. Members appointed / promoted to corporal or Sergeant shall be excluded for one (1) year after their appointment or promotion as corporals or sergeants from any right of review under the provisions of this Article or the grievance/arbitration procedures of Article 13 for any matter or grievance concerning their failure to successfully complete their probationary period.

ARTICLE 13 - GRIEVANCE AND ARBITRATION PROCEDURE

13.1 The following grievance and arbitration procedure shall cover matters bearing upon discipline or discharge (except as otherwise provided in Article 12) and any ~~other~~ specific matter bearing upon grievances arising out of the application or interpretation of this Agreement. This is the only grievance procedure that can be utilized by an employee covered by this contract.

13.2 A grievance shall be defined as an alleged violation of the interpretation or application of the specific terms of this Agreement. Only the Union may file a grievance on behalf of a member of the bargaining unit, a group of members of the bargaining unit, or the union itself. This grievance procedure and the arbitration shall be exclusive to the FOP, therefore, subject to Sections 447.401 Florida Statutes or other applicable laws, no bargaining unit member may file a grievance or request arbitration without the written authorization form the Union. Subject to the provisions contained herein, the arbitrator shall have the jurisdiction and authority to decide a grievance as defined in this Article, and to enforce complaint with the terms and conditions of the Agreement.

13.3 Any grievance involving discipline or discharge (except as provided in Article 12) shall be filed directly at Step 2 with the Police Chief within ten (10) calendar days of the written notification of the discipline or discharge. Such disciplinary or discharge grievances shall be thereafter processed in accordance with the provisions of Article 13.

13.4 All grievances must be processed within the time limits provided unless extended by mutual agreement in writing. Should the grievant not process the grievance within the timeframes, the grievance will be null and void and will no longer be qualified to proceed to Arbitration.

13.5 All grievances shall be processed in accordance with the following procedures:

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Step 1: The aggrieved employee shall discuss the grievance with his supervisor within ten (10) calendar days of the occurrence or knowledge of the occurrence, which gave rise to this grievance. If the event(s) which gave rise to the grievance occurred at a time when the employee was on annual leave, sick leave, or other authorized leave, the ten (10) calendar day period shall commence running immediately upon the employee return from such authorized leave.

The Union Representative may be present to represent the employee. The supervisor shall attempt to correct the problem or respond to the employee within ten (10) calendar days.

Where a grievance is general in nature in that it applies to a number of employees having the same issue to be decided, it shall be presented directly at Step 2 of the Grievance Procedure within the time limits provided for the submission of the grievance in Step 1 and signed by the aggrieved employee or the Union Representative on their behalf.

All grievances must be processed within the time limits provided unless extended by mutual agreement in writing.

In the event the Union Representative signs said grievance, the employee's name will be listed on the grievance; however, no grievance may be filed on behalf of any employee without the employee's consent.

Step 2: If the grievance has not been satisfactorily resolved, the aggrieved employee and the Union Representative, if so requested by the employee, shall reduce the grievance to writing, on a standard form provided for this purpose and present such written grievance to the Chief of Police or his designee within ten (10) calendar days from the time the supervisor's response was due in Step 1. The Chief of Police or his designee shall meet with the employee and the Union Representative within fifteen (15) calendar days. The Chief or his designee shall respond, in writing, seven (7) calendar days from the date of the meeting.

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Step 3: If the grievance has not been satisfactorily resolved in Step 2, the employee may present a written appeal to the Village Manager or his/her designee within ten (10) calendar days from the time the response was due in Step 2. The Village Manager or his designee shall meet with the employee and the Union Representative within ten (10) calendar days. The Village Manager or his designee shall respond in writing within ten (10) calendar days from the date of the meeting. Any grievance not answered by the Village in the time limits provided above automatically advances to the next higher step of the grievance procedure. Any grievance not pursued by the employee within the time limits above will be considered conclusively abandoned.

Step 4: If a grievance has not been satisfactorily resolved in the course of the grievance procedure, the Union may request arbitration on behalf of the employee(s) no later than ten (10) calendar days after the Village Manager or his designee's response is due in Step 3 by notifying the Village Manager or his designee in writing. The parties to this Agreement will mutually agree, or attempt to agree, on an independent arbitrator. If this cannot be done, then either party, or their representatives, shall request the Federal Mediation and Conciliation Service to submit a list of seven (7) arbitrators. A copy of this request shall concurrently be mailed to the other party. The parties may reject up to two (2) panels. The parties shall select an arbitrator in accordance with the rules of the Federal Mediation and Conciliation Service. The arbitration shall be conducted under the rules of the Federal Mediation and Conciliation Service within the limitations included in this Article. Subject to the following, the arbitrator shall have the jurisdiction and authority to decide a grievance as defined in this Article.

It is contemplated that the Village and the Union may be able to agree in writing as to the statement of the matter to be arbitrated prior to a hearing, and if this be done, the arbitrator shall confine his decision to the particular matter thus specified, and devising a remedy should one be

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deemed appropriate. In the event of the failure of the parties to so agree on a statement of the issue to be submitted, the arbitrator shall confine his consideration to the written statement of the grievances presented in Step 2 of the grievance procedure. Copies of the award of the arbitrator, made in accordance with the jurisdictional authority under this Agreement, shall be furnished to both parties within thirty (30) days of a hearing and shall be final and binding upon both parties. The Village shall provide the hearing room. The parties shall evenly split the cost of the impartial arbitrator. Witnesses are subject to subpoena and if on duty, his appearance will be without loss of pay or benefits. The parties desiring copies of the transcript of such arbitration shall bear that expense. Nothing in this Agreement shall be construed to prevent any employee from presenting his own grievance, up to, but not including a request for arbitration with the limitations in this agreement; however, the Union shall have the opportunity to be present at any meeting called for the resolution of grievances.

ARTICLE 14 - LEGAL PROTECTION

The Village agrees to provide liability insurance. If the insurance carrier declines coverage, the Village shall not be obligated to provide defense but will indemnify all employees for those judgments levied against them so long as said judgments are within the obligations put on a municipal employer in accordance with the provisions of Chapter 768.28, Florida Statutes. However, the Village will in no way be responsible for the payment of punitive damages.

ARTICLE 15 – HOLIDAYS

15.1 The below-listed twelve (12) paid holidays shall be granted under the following conditions:

January 1	New Year's Day
To Be Determined	Martin Luther King Day
To Be Determined	Memorial Day
July 4	Independence Day
1st Monday of September	Labor Day
November 11	Veteran's Day
	Thanksgiving Day
	Day after Thanksgiving Day
December 25	Christmas Day
Three (3) Personal days	Employee's Choice with Department Approval

15.2 Holiday falling on regularly scheduled work days:

All Employees: shall receive eight (8) hours holiday leave or double pay for each hour worked, at the employee's option.

15.3 Holiday falling on a scheduled day off:

Employees hired as police officers prior to May 27, 2014: shall receive eight (8) hours holiday leave or double time and one-half pay for all hours worked on the holiday.

Employees hired as police officers after May 27, 2014: no additional compensation.

15.4 Any member of the bargaining unit who is on - leave without pay shall be precluded from receiving compensation (in the form of pay or time) for any holiday.

15.5 Any personal days not used within the calendar year shall be forfeited.

15.6 The parties have agreed to leave the opportunity for a reopener in this Article of the Agreement for negotiations regarding Holiday Pay for fiscal year 2021-2022. In order to re-open this section of the Agreement, the party electing to reopen this Article must send written notice of the intent to reopen this Article between the dates of March 1, 2021 and March 30, 2021. If written

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notice has not been received by either party within this period of time, then this Article shall remain unchanged for fiscal year 2021-2022.

ARTICLE 16 - SICK LEAVE

16.1 Sick leave shall be granted to employees for absences because of personal illness or physical disability resulting in the incapacity of the employee to perform the regular duties of his position and not arising from a service-connected injury or accident. Sick leave shall also be used for purposes of undergoing and recovery arising from medical, dental or optical treatments and examinations (elective examinations with prior Department approval). Personal illness or physical disability resulting in the incapacity of the employee to perform the usual duties of his position and arising from a service-connected injury or accident, but only after all availability disability benefits offered under Workmen’s Compensation are exhausted, provided further that use of sick leave in this matter shall be at the employee’s request and is not mandatory.

16.2 Sick leave is accrued bi-weekly. Rate granted will depend on the shift employee works; totaling up to twelve (12) days per year.

16.3 Sick leave Accumulation:

Employees hired as police officers prior to May 27, 2014: can accumulate sick leave hours with no cap

Employees hired as a police officer after May 27, 2014: can accumulate up to a maximum of 960 hours.

16.4 Banked sick leave when employment ceases:

Employees hired as police officers prior to May 27, 2014: if over seven (7) years of employment with the Village, will be paid out only up to a maximum of 960 hours regardless of how many hours in their bank. If under seven (7) years of service they will not be paid out on any banked time upon their departure of employment.

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Employees hired as a police officer after May 27, 2014: if over seven (7) years of employment with the Village, will be paid out only up to a maximum of 480 hours at 50% of their straight time rate of pay regardless of how many hours in their bank. If under seven (7) years of service or termination for cause, the employee will not be paid out on any banked time upon their departure of employment.

16.5 Annual cash out of sick leave:

Employees hired as police officer prior to May 27, 2014: employees with more than 400 hours of banked sick leave will be allowed to cash out up to a maximum of 80 hours of sick leave at their straight time rate of pay per fiscal year. The cash in request must be submitted to Human Resources no later than July 1st of the current fiscal year in order to be paid for said cash in request during the month of October and November of the following fiscal year.

Employees hired as police officers after May 27, 2014: employees with more than 700 hours of banked sick leave will be allowed to cash out up to a maximum of 80 hours of sick leave at 50% of their rate of pay per fiscal year. The cash in request must be submitted to Human Resources no later than July 1st of the current fiscal year in order to be paid for said cash in request during the month of October and November of the following fiscal year.

16.6 Sick leave requested by an employee may be verified by the employee's supervisor. The Chief of Police may require an employee utilizing sick leave to present a written doctor's statement authenticating the necessity for the use of sick leave. If the doctor's statement is requested, the Village will be responsible for payment of any charge for such statement not covered by health insurance. Any employee on sick leave shall not be paid his/her holiday pay for a holiday that occurs while s/he is on sick leave unless the employee submits a doctor's note from a licensed or certified health care professional, excusing the employee's absence upon his/her first

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day returning back to work from sick leave. Any exceptions shall be approved at the sole discretion of the Police Chief and the Human Resources Director.

ARTICLE 17 - BEREAVEMENT LEAVE

17.1 Employees covered by this agreement shall be entitled to bereavement leave with pay of up to five (5) work days in the event of death in the employee's immediate family. The amount of leave necessary for the employee to attend the funeral or handle matters related to the bereavement shall be determined by the Chief. Proof of death may be required by the Chief.

17.2 The immediate family shall be defined as wife, or husband, domestic partner, grandparents, parents, children, grandchildren, brothers, sister, fathers-in-law, and mothers-in-law, or any other relative living in the immediate household.

17.3 Bereavement leave shall not be charged to sick leave or annual leave.

ARTICLE 18 - LEAVE OF ABSENCE

18.1 Unpaid leave may be granted by the Village Manager for a period not to exceed six (6) calendar months to enable the employee to receive professional or technical training which will improve his work upon return to service, or because of the employee's extended illness or non-job-related disability. Maternity leave shall be treated the same as any other extended illness or non-job-related disability. Unpaid leave may be granted by the Village Manager to a permanent employee for a period not to exceed fifteen (15) calendar days for any other purpose, and may be renewed or extended for any reasonable purpose. Said request must be made in writing with at least fifteen (15) days in advance of said leave and processed through the Chain of Command.

18.2 An employee who is a member of the National Guard or the Military Reserve Forces of the United States and who is ordered by the appropriate authorities to attend the prescribed training program or to perform other duties, shall be granted a leave of absence with pay as required by Florida Statutes. Said employee must provide to the Chief of Police a copy of the orders issued by the Military.

18.3 Any employee on a non-paid leave of absence will reimburse the Village for life and health insurance premium contributions or any other fringe benefit expense incurred on his behalf. Any employee who is on a duly authorized paid leave of absence shall continue to maintain all benefits including seniority, longevity, health and time accrual benefits.

ARTICLE 19 - VACATION TIME

19.1 Upon employment with the Village, vacation leave will begin to accrue immediately and on a bi-weekly basis. If requested and at the Chief of Police’s ultimate discretion, an employee may be eligible to use up to three (3) days of vacation leave at the completion of six (6) months employment. After an employee’s probationary period (i.e., after one year) is over the employee will then be allowed to use vacation leave when requested and approved by a supervisor. If the employee is working other than an 8 hour shift the rate of accrual will change accordingly to coincide with a full day’s shift, the rate of accrual will also change when the employee reaches certain years of employment (for example, the rate will increase when employee moves from 5 years to 6 years’ employment). See chart below for accrual rates per years of service for employees:

At year 1 up to 5 years	10 work days per year
At 5 years and up to 15 years	15 work days per year
At 15 years and over	20 work days per year

19.2 Vacation leave must be requested and scheduled through the chain of command during submission of the shift bids. Vacation time requests will be approved once the Employee’s shift bid is set. Once an Employee bids his/her shift and the Employee’s bid is set, then Employee’s vacation request will be set. Vacation requests cannot be for a future shift(s) that the Employee has not bid yet. Only vacation requests that fall within the shift period the Employee is bidding will be considered. Any open, unscheduled work days eligible for vacation leave throughout the calendar year (even after shift bid process) shall be requested through the chain of command with a minimum of five (5) days’ notice on a first come first serve basis and shall be approved or denied based on coverage . Seniority will only be considered for “unscheduled days” if there are two (2)

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requests with the same submittal date. The Chief has the discretion to approve vacation requests for future vacation extending beyond the current shift bid (i.e., vacation which needs advance booking- more than 6 months out).

19.3 Annual carryover of vacation leave:

Effective on the ratification date of this 2019-2022 Agreement, the prior 120 hour cap on vacation leave accruals that was applicable to employees hired after May 27, 2014, shall be replaced with a prospective cap of 450 hours of vacation leave accruals applicable to all employees regardless of date of hire, except as provided below.

Any employee who has more than 450 hours of vacation leave accruals on the ratification date of this 2019-2022 Agreement is an exception to the new 450 hour cap, but shall not accrue any additional vacation leave unless/until the employee's vacation leave accruals fall below 450 hours.

19.4 Banked vacation leave upon termination (either by resignation, voluntary or involuntary termination or death of employee):

Employees hired as police officers prior to May 27, 2014: regardless of the total number or hours an employee has in their bank they shall only receive a payout of a maximum of two hundred and forty (240) hours of vacation time upon termination of employment. If the employee upon termination has less than two hundred and forty (240) hours in their vacation bank, they shall receive payout on their actual banked hours.

Employees hired as police officers after May 27, 2014: regardless of the total number or hours an employee has in their bank they shall only receive a payout of a maximum of one hundred and twenty (120) hours of vacation time upon termination of employment. If the employee upon termination has less than one hundred and twenty (120) hours in their vacation bank, shall just receive payout on their actual banked hours.

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19.5 Annual cash out of vacation leave:

Employees hired as police officers prior to May 27, 2014: employees will be allowed to cash out up to a maximum of 80 hours of vacation leave at their straight time rate of pay per fiscal year. The cash in request must be submitted to Human Resources no later than July 1st of the current fiscal year in order to be paid for said cash in request during the month of October and November of the following fiscal year.

Employees hired as police officers after May 27, 2014: employees will be allowed to cash out up to a maximum of 40 hours of vacation leave at their straight time rate of pay per fiscal year. The cash in request must be submitted to Human Resources no later than July 1st of the current fiscal year in order to be paid for said cash in request during the month of October and November of the following fiscal year.

ARTICLE 20 - EXTRA-DUTY POLICE EMPLOYMENT

20.1 Authorization by the Chief of Police to perform extra-duty police employment and rates shall be prescribed per the Department's Policies and Procedures Manual.

20.2 Any employee who may be injured while acting in the scope of such employment shall be entitled to the same rights, privileges, benefits and workers' compensation as if on duty provided that such extra-duty employment is authorized by the Chief of Police.

20.3 Employment under the provisions of this Article shall not be considered as joint employment. Hours worked as extra duty shall not be considered as hours worked for North Bay Village.

20.4 All off duty compensation shall follow Department policy. All off duty work shall be offered on a rotational basis via a documented list.

ARTICLE 21 - INSURANCE BENEFITS

21.1 The Village will provide major medical and health insurance benefits to the members of the bargaining unit. The Village agrees to pay the entire amount of the premium for the employee coverage; and the Village will pay sixty percent (60%) of the cost for dependency coverage. For all employees who are covered under the Village's medical insurance plan, the Village will pay the employee four hundred dollars \$400 per month for such employees to participate in their spouse or partner's medical insurance. The employee, upon making such request, and each September, or upon a spouses change in coverage status, must provide Human Resources with a copy of the updated insurance card and proof of the actual cost of the medical insurance before they are considered eligible for reimbursement by the Village. The Village shall provide a minimum of \$150,000 life insurance coverage for each member of the bargaining unit during the term of employment. If during the term of employment, the insurable amount of the employee is reduced due to age, the Village will provide a supplement to the employee to make whole for the total \$150,000, either by obtaining another private company to insure the employee, or if a private company cannot be obtained, then the Village will fill the gap through self-insurance.

21.2 The parties agree to continue to explore the needs for any changes of insurance carrier giving the employees the option of utilizing the major medical and health insurance benefits provided by the Village or through the Union; the Village Manager's decision on these issues shall be final.

21.3 The parties have agreed to leave the opportunity for a reopener Section 21.1 of the Agreement for negotiations regarding Health Insurance benefits for fiscal year 2021-2022. In order to re-open this Section of the Agreement, the party electing to reopen this Section must send written notice of the intent to reopen this Section between the dates of March 1, 2021 and March

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30, 2021. If written notice has not been received by either party within this period of time, then this Article shall remain unchanged for fiscal year 2021-2022.

ARTICLE 22 - EDUCATIONAL ASSISTANCE

22.1 The Village, in its efforts to encourage its bargaining unit members to acquire a greater knowledge of the more complex areas pertaining to law enforcement, agrees to bear the cost of tuition and tests for specialized educational courses to better equip the officers for the performance of the particular job and/or position in which they are employed. Maximum limitation on reimbursement shall be three thousand dollars (\$3,000.00) per individual per fiscal year, as follows:

Grade	% of Benefit Available
A	100%
B	80%
C	70%

22.2 Every application for educational assistance shall be submitted on the form prescribed and attached hereto as Appendix B. Each application is subject to the approval of the Chief of Police and the Village Manager prior to said course starting. To qualify for this assistance, courses must be relevant to police work or be applicable to a relevant degree as defined by the State in the guidelines covering State educational incentives to police officers.

22.3 Reimbursement as outlined in Subsection 1 (above) shall be made, provided the course has been successfully completed.

22.4 Officers utilizing educational assistance must remain with the Village for a period of at least one year following completion of the reimbursed course, or said monies must be repaid to the Village (amount will be deducted from final pay).

ARTICLE 23 - HOURS OF WORK AND OVERTIME

23.1 Sick leave and compensatory leave in lieu of sick leave shall not count for the purpose of computing eligibility for overtime. The Chief of Police maintains the management right, at his exclusive discretion, to implement and/or discontinue a schedule of four (4) ten – (10) hour days, five (5) eight (8) hour days, and twelve (12) hour shifts for some or all officers, shifts and/or units. The Union understands and agrees that such decision shall not be subject to grievance or arbitration or any other forum.

23.2 The Village has adopted a Section 207(k) plan, pursuant to the Fair Labor Standards Act, for members of the bargaining unit. The usual work period for employees working 8 hour shifts or 10 hour shifts shall be eighty (80) hours in a fourteen (14) day work period, at the employee's regular straight time rate of pay. The usual work period for employees working twelve (12) hour shift, shall be eighty-four (84) hours in a (14) day period. If employee is working an 8 hour shift or a 10 hour shift, hours actually worked over 80 hours in a 14 work day period will be compensated at the rate of time and one-half the employees regular straight time rate of pay and if an employee is working a 12 hour shift, hours worked in excess of 84 in a 14 day work period will be compensated at the rate of time and one-half the employees regular straight time rate of pay. If a shift change is necessary, no employee shall be forced to work a continuous shift. Employees will be entitled to at least eight (8) hours off-duty before returning to work (with the exception of emergencies). If an employee is on a ten (10) hour shift, he shall be entitled to at least ten (10) hours off duty before returning to work. If an employee is on a twelve (12) hour shift, he shall be entitled to at least twelve (12) hours off-duty before returning to work. Whenever possible, at the Chief's exclusive discretion, employees will be given ten (10) calendar days' advance notice of any change in their hours of work.

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23.3 When it is necessary for employees to appear at court, on off-duty time, employees shall be guaranteed a minimum of four (4) hours compensation at the rate of time and one-half of the employee's straight time rate of pay regardless of the number of hours actually worked during the applicable fourteen (14) day period. You cannot have overlapping overtime pay within the same time frame, including separate incidents.

23.4 When it is necessary for the Department to require employees to report to work, not on their assigned shift, the Village agrees to compensate the employees for a minimum of three (3) hours compensation at the rate of time and one-half of the employee's straight time rate of pay regardless of the number of hours actually worked during the applicable fourteen (14) day period.

23.5 Employees may cash-in up to forty (40) hours annually previously accrued compensatory time and up to (40) hours of Holiday banked time at the rate of pay in existence at the time the employee cashes out the leave. The cash in request for holiday time must be submitted to Human Resources no later than July 1st of the current fiscal year in order to be paid for said cash in request during the month of October and November of the following fiscal year. Employees will be paid for all unused previously accrued compensatory time upon termination (for whatever reason) from the Department.

23.6 Up to one hundred and forty four (144) hours may be placed in a compensatory leave bank by the employee. Compensatory time may be taken at any time provided the employee desiring to use compensatory time gives supervisory notice to the Chief of Police (or his designee) a minimum of forty eight (48) hours in advance of the start of the shift. The advance notice of 48 hours may be waived by the shift supervisor where the exchange will take place if no overtime is incurred. It will be the responsibility of the employee requesting the compensatory time to find a replacement (only when the time off causes a shift shortage) and provide the employee's name to

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the supervisor receiving the request. The employee volunteering to work will make themselves available for the twenty-four (24) hours prior to the beginning of the shift they are to cover in case they are not needed. It is the responsibility of the supervisor receiving the request for the time off to attempt to fill the position without the use of overtime. If the supervisor cannot fill the position, he will contact the officer who volunteered and confirm that they are needed. Nothing herein obligates the Department to utilize the services of the employee who volunteered to cover the shift. The request for compensatory time may be denied if sufficient personnel coverage is unavailable, it unduly disrupts Police Department operations, or at the sole discretion of the Police Chief. Examples of instances that might “unduly disrupt operations” may include, but are not limited to: blackout dates, major events or minimum man-power needs.

23.7 Employees forced to holdover to cover another shift after their regular shift is done, will receive double time pay for each hour worked on the forced holdover shift. Double pay will only be paid in circumstances where the holdover is not voluntary but forced on the employee. Forced holdover will be applied on a rotational basis regardless of rank.

23.8 Effective after the ratification date of this 2019-2022 Agreement, employees hired as police officers after May 27, 2014, will be eligible to earn up to eighty (80) hours of compensatory time that may be placed in a compensatory leave bank by the employee.

ARTICLE 24 – COMPENSATION

24.1 During the term of this Collective Bargaining Agreement the following wage increases shall be implemented:

24.2 LONGEVITY: All permanent employees shall receive longevity according to the following schedule:

<i>At year 5 to year 7.</i>	<i>\$300/yr</i>
<i>At year 8 to year 12.</i>	<i>\$500/yr</i>
<i>At year 13 to year 16</i>	<i>\$1000/yr</i>
<i>At year 17 and each year over</i>	<i>\$1500/yr</i>

Longevity payments shall be made on an employee's anniversary date and in a lump sum.

24.4 PROMOTION: In the event of promotion to Sergeant, the officer shall receive, Upon promotion to the rank of Sergeant, the officers new base pay rate shall start at the lowest pay step on the Sergeants pay plan; reflecting a minimum increase of 5% above the base rate as a police officer.

24.5 Bargaining unit personnel assigned to full-time detective duties shall receive a five percent (5%) pay supplement with the exception of Lieutenants. Bargaining unit personnel assigned to Field Training Supervisor (FTS) shall receive a five percent 5% pay supplement for the entire duration of the FTS assignment even on days that the his/her FTO is not on shift. Bargaining unit personnel assigned to the duties of Field Training Officer (*FTO*) shall receive a five percent (5%) pay supplement. FTS and FTO pay will continue as long as there is an officer being trained (i.e. if you are FTS or FTO you will get the 5% even if you are on vacation). Acting FTO will be assigned only when an officer in training and is present at work. Pay for Acting FTO

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will be a total of 1 hour of the officer's hourly rate of pay at double time for the day of acting FTO assignment.

24.5.1 Bargaining unit personnel assigned full time to the Motor Unit, Marine Patrol Unit, Traffic Unit, K9 Unit, and personnel assigned full time as a SRO, shall receive a \$60 bi-weekly pay supplement. Personnel under this Section 24.5.1, shall not receive supplemental pay for more than one (1) specialized assignment at a time.

24.6 Those appointed to the permanent rank of Lieutenant will receive merit based step increases per the Lieutenants pay step plan.

24.6.1 Across-the-board wage increases in this Agreement shall be as follows:

A. **Fiscal Year 2019 2020:** Employees covered under this agreement shall receive a 2% percent pay increase, effective immediately upon ratification of this agreement and retroactive to the second pay period in October 2019. Employees who are not topped off in the pay plans for fiscal year 2019-2020 will be eligible (based upon a successful merit evaluation) to receive a step increase on their anniversary date. An employee who receives a successful merit evaluation will move up one (1) step. An employee who does not receive a successful merit evaluation will remain at his current step until the next year's merit evaluation. An employee who is topped out in his pay grade is not eligible for any further merit increases.

B. **Fiscal Year 2020-2021:** There shall be no across-the-board wage increase and the value of each step in the pay grades shall remain unchanged for Fiscal Year 2020-2021. Employees who are not topped off in the pay plans for fiscal year 2020-2021 will be eligible (based upon a successful merit evaluation) to receive a step increase on their anniversary date. An employee who receives a successful merit evaluation will move up one (1) step. An employee who does not receive a successful merit evaluation will remain at his current step until the next

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year’s merit evaluation. An employee who is topped out in his pay grade is not eligible for any further merit increases.

C. **Fiscal Year 2021-2022:** ~~The parties have agreed to leave the opportunity for a reopener in this Section of the Agreement for negotiations regarding wages for fiscal year 2021-2022. In order to re-open this section of the Agreement, the party electing to reopen this Section must send written notice of the intent to reopen this section between the dates of March 1, 2021 and March 30, 2021. If written notice has not been received by either party within this period of time, then there shall be no across the board wage increase and the value of each step in the pay grades shall remain unchanged for fiscal year 2021-2022. Employees covered under this agreement shall receive a 1.9% percent pay increase, retroactive to the second pay period in October 2021. Employees who are not topped off in the pay plans for fiscal year 2021-2022 will be eligible (based upon a successful merit evaluation) to receive a step increase on their anniversary date. An employee who receives a successful merit evaluation will move up one (1) step. An employee who does not receive a successful merit evaluation will remain at his current step until the next year’s merit evaluation. An employee who is topped out in his pay grade is not eligible for any further merit increases.~~

24.7

SHIFT DIFFERENTIALS:

Day Shift: 7am- 3 pm = no differential pay	Afternoon Shift: 3pm – 11pm = 2% differential pay	Midnight Shift: 11pm- 7am = 4 % differential pay
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All unit members who are regularly assigned to work the afternoon shift shall be paid an-afternoon shift differential of two percent (2%). All bargaining unit members who are regularly assigned to work the midnight shift, shall be paid a midnight shift differential of four percent (4%). The shift differential will follow the person regularly assigned to the shift not the shift. For example- if you are regularly assigned to work afternoon shift and you cover a day shift vacancy, you will receive your 2% differential pay for the actual hours worked on the day shift. If your regularly assigned schedule is to work day shift and you cover work a vacancy in the midnight shift, you will receive the 4% differential associated with the midnight shift for the actual hours worked on the midnight shift. An afternoon shift officer who works a mid-night shift will receive an additional 2% percent to equal the 4% that should be received for midnight work. You will receive the differential pay for any hours worked on the shift.

ARTICLE 25 - UNIFORMS, SAFETY AND EQUIPMENT

25.1 The Village shall provide all Employees with uniforms and the equipment necessary to perform the essential functions of the Employees' position, consistent with Police Department Standard Operating Procedures (SOP's). The Chief of Police may agree to provide Employees with additional uniforms or equipment, as needed and at the Chief's sole discretion. Work equipment and uniforms shall be replaced by the Village if damaged in the line of duty and shall be worn according to department policy. Otherwise uniform shirts and pants will be replaced as needed due to wear and the worn equipment and uniforms shall be returned to the Department. Each employee will be provided, a total of \$200 each October in order to purchase appropriate replacement footwear, which has been approved by the Police Chief. Employees who are required to wear non-issued clothing in the course of their job shall receive a clothing allotment of fifty (\$50.00) dollars per month. Additionally, said employees will be reimbursed for the cleaning of such clothing to a maximum of fifty dollars (\$50.00) per month, based upon the production of appropriate receipts.

24.2 Employees who are required to wear uniforms in the course of their job shall have the uniforms cleaned at no cost to the employee, in accordance with current practice.

24.3 Police personnel will be provided, at the Village's expense, protective ("bullet-proof") vests. Police personnel shall be required to adhere to the departmental policy in wearing the vest. Each police vehicle will be equipped with a first aid employee safety kit containing two (2) pair of surgical gloves and two (2) disposable pocket resuscitation masks. Such equipment will be replaced after use.

24.4 The employer shall provide the replacement or repair cost of personal utilitarian equipment damaged or lost in the line of duty in accordance with the following schedule:

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prescription glasses/contacts	- full replacement/repair
watches	- \$100.00
wedding ring	- \$100.00
non-prescription sunglasses	- \$50.00
Cell phone	- \$100 (with proof of damage)

Replacement/repair or reimbursement of the above items shall be limited to one incident per item per year.

ARTICLE 26 - PHYSICAL EXAM & WORKERS COMP. BENEFITS

26.1 Employees will receive an electrocardiogram, eye exam, and physical examination at least once every twenty-four (24) months, performed by a physician selected by the Village or when requested by the Village. Furthermore, a fitness for duty evaluation may be required at any time the Police Chief in concert with the Village Manager and Human Resource Director determine is necessary. A fitness for duty exam may include a medical, physical or psychological exam. Scheduling of the above will be at the discretion of the Chief of Police, and the results will become part of the employee's permanent record. The Village will undertake the cost of the examination and will furnish the employee with a copy of the examination report. The employee will be required to undergo psychiatric examination if so ordered by the examination physician.

26.2 In the event of an on-the-job injury to an employee, not as a result of negligence by the employee, such employee will be carried at full pay and benefits for a period not to exceed six (6) months unless extended by the Village Manager. Daily benefits and the time lost as a result of the on-the-job injury will not be charged against any existing type of leave time. The Village Manager has the right to have employees examined by the Village physician of choice.

26.3 Any employee injured on the job shall be paid the full eight (8) hours wage for the day of the accident if his treating physician advises that he should not return to work that day. It is the employee's immediate responsibility to forward to the Chief of Police (or his designee) the completed treating physician's written advisement (DWC 25 report) immediately.

26.4 All employees suffering on-the-job injuries shall comply with Chapter 440, Florida Statutes.

26.5 Any employee who is able to work full duty after a job-related injury shall be returned to his former job classification once he is cleared for full duty.

ARTICLE 27 - SENIORITY AND LAYOFF

27.1 Seniority shall consist of continuous accumulated full time paid service with the Department. Seniority shall be computed from the date of appointment to employee's current rank. Seniority shall accumulate during absences because of illness, injury, vacation, military leave or other authorized paid leave.¹

27.2 In the event of a layoff for any reason, employees shall be laid off in the inverse order of their seniority in their classification. Any employee to be laid off who has advanced to his present classification from a lower classification in which he held a permanent appointment, shall be given a position in a lower classification in the same department. His seniority in the lower classification shall be established according to the date of his permanent appointment to that classification. Employees shall be called back from layoffs according to the seniority in the classification from which the employee was laid off. No new employee shall be hired in any classification until all employees on lay-off status in that classification have had an opportunity to return to work (for which he is qualified). Employees will be notified by registered mail to their address of home record and shall be given twenty-one (21) calendar days to return to work. An employee will be kept on the callback list for one (1) year, provided the employee passes all of the rehire provisions. After this period, the Village will no longer be obligated to request that this employee be returned to the Village employment.

¹ Appointment to the rank of corporal and lieutenant shall not interrupt the accrual of seniority in the rank promoted from i.e., officer promoted to corporal will continue to accrue officer seniority during the period of time when performing corporals' duties.

ARTICLE 28 - LIABILITY IN AUTOMOBILE ACCIDENT

In the event that a police employee is involved in an accident while lawfully operating a Village vehicle in the scope of his employment, the employee will not be required to pay for damage to the vehicle. If it is determined that the employee accident is a result of negligent driving on behalf of the employee, this may result in disciplinary action against the employee.

ARTICLE 29 - DEPARTMENTAL RULES AND REGULATIONS

It is agreed and understood that each employee and the Union will be furnished with an electronic copy of any departmental manual, which replaces, updates or supersedes the present manual containing the Department's rules and regulations, within fifteen (15) working days before formal adoption.

ARTICLE 30 - SAFETY STANDARDS

The Village shall take all reasonable steps to maintain all work areas in a clean and sanitary condition and will provide that its equipment and working conditions will not jeopardize the health or safety of employees.

ARTICLE 31 - PREVAILING RIGHTS (PAST PRACTICE)

All job benefits, privileges, and working conditions previously approved by the Village Commission by ordinance, or heretofore enjoyed by the employees which are not specifically provided for or abridged by this Agreement shall continue under conditions upon which they had previously been granted throughout the term of this Agreement; provided however, that this Article shall not be interpreted so as to supersede any of the other terms and provisions contained in this collective bargaining agreement.

ARTICLE 32 - MANAGEMENT RIGHTS & SCOPE OF AGREEMENT

Unless otherwise expressly provided in this Agreement, the Village reserves the exclusive right to control, manage and direct all of its operations and employees, to decide the scope of services to be performed, to terminate, demote, suspend or otherwise discipline for just cause, to determine matters bearing upon promotion, to determine hours of work and shift times, to establish Village and departmental policy, rules and regulations and procedures, and further to exercise all of the statutory public employer rights acknowledged in the Florida Public Employees Relations Act unless the exercise of such right is inconsistent with any express provision of this Agreement.

ARTICLE 33 - SUBSTITUTE EMPLOYMENT

The Village agrees that it will not use assigned or detailed members of the bargaining unit as substitute employees in a situation where there exists an employer-employee labor dispute between the Village and its employees, except where lives or property are in imminent danger.

ARTICLE 34 - SEVERABILITY CLAUSE

Should any provision of this Agreement or any part thereof, be rendered or declared invalid by reason of any existing or subsequently enacted state or federal legislation, or by any decree of a court of competent jurisdiction, all other articles and sections of this Agreement shall remain in full force and effect for the duration of this Agreement.

ARTICLE 35 - LABOR-MANAGEMENT COMMITTEE

35.1 The Village and the Union shall each name up to three (3) individuals who are employed by North Bay Village as members of the Labor-Management Committee.

35.2 The Committee shall meet and confer on a quarterly basis. Discussions shall concern problems of a general nature which may arise from time to time in the department but shall not constitute renegotiation of this Agreement. There shall be no loss of pay or benefits for those members who are on duty time when a meeting occurs, provided they are one of the members identified in writing to the Village Manager by the start of each calendar year.

ARTICLE 36 - RETIREMENT BENEFITS

36.1 Each bargaining unit employee who retires on length of service or medical disability shall be issued a badge and identification card- both clearly marked “retired”. Additionally, an officer who retires will also receive his/her issued hand gun.

36.2 The parties agree that the Village joined the Florida Retirement System (FRS), on the effective date in 2004, and that the FRS has replaced the Village’s prior defined contribution (the IRS 401-A plan) as of that date. The Village agrees to pay out the employee banks to the allowable max of FRS pension contribution at the time of the officer exiting employment with the Village. Currently, the max allowed by FRS toward computing for pension benefits contribution is limited to five hundred (500) hours of vacation banked time.

ARTICLE 37 - ALCOHOL AND DRUG FREE WORKPLACE

37.1 The Village and the Union recognize that employee substance and alcohol abuse may have an adverse impact on Village government, the Department’s operations, the image of Village employees, and the general health, welfare and safety of the employees and the general public at large. Therefore, the parties agree that the Department shall have the right and authority to require employees to submit to toxicology and alcohol testing designed to detect the presence of any controlled substance, narcotic drug, steroids, performance enhancing drugs or alcohol. The Village may utilize urine, blood, and/or hair follicle samples for any of the testing performed pursuant to paragraphs 37.2, 37.3, and 37.4.

37.2 The Village has the absolute right to randomly test any bargaining unit member for the existence of alcohol, illegal drugs, performance enhancing drugs or other controlled substances. The selection of an employee for random testing shall be made by a scientifically valid method, such as a random number table, or a computer based random number generator that is matched with employees’ payroll identification numbers or other comparable identification number. Under the selection process used, each employee shall have an equal chance of being tested each time selections are made.

37.3 The Village has the absolute right to test any bargaining unit member for the existence of alcohol, illegal drugs, steroids, performance enhancing drugs or other controlled substances “post incident,” i.e., if the employee is involved in a vehicular accident that results in: (1) a fatality, (2) the accident is non-fatal but results in injuries which require the transportation of an injured person (could be officer him/herself) to a medical facility or (3) if there is significant property damage as a result of the accident . This testing shall be performed as soon as possible but no later than three (3) hours after the accident.

**Agreement Between North Bay Village and FOP
Lodge 81 – Officers, Sergeants & Lieutenants
October 1, 2019 through September 30, 2022**

37.4 In addition, the Village may require an employee to submit to such a test if the employee's immediate supervisor and the Police Chief or his designee have a reasonable belief that the employee is under the influence of such substances, suffers from substance or alcohol abuse, or is in violation of the Village's Personnel Rules, or Departmental Rules and Regulations regarding the use of such substances. Reasonable belief includes, but is not limited to, the following:

- a. Observable phenomena while at work, such as direct observation of drug use or the physical symptoms or manifestations of being under the influence of a drug, controlled substance or alcohol;
- b. Abnormal conduct or erratic behavior while at work or a general deterioration in work performance;
- c. A report of an employee using drugs, controlled substances or alcohol, provided by a reliable and credible source;
- d. Evidence that an individual has tampered with a test administered under this Article during his employment with the Village;
- e. Information that an employee has caused, or contributed to, an accident while at work, or has suffered an injury on-the-job; or
- f. Evidence that an employee is using, consuming, possessing, soliciting, buying, selling or being under the influence of alcohol, drugs or controlled substances while at work, or has used or consumed drugs or controlled substances (unless prescribed by a physician) on or off duty, or has used or consumed alcohol on duty.

37.5 It is understood by the parties that the aforementioned authority to require an employee to submit to such testing must be approved by the Chief, if available, or his designee within the Department or Village. It is also understood and agreed that the tests conducted under this Article shall be administered in a purely employment context only as part of the Village's legitimate inquiry into the use of any controlled substance, narcotic drug, steroids, performance enhancing drugs or alcohol by its employees.

**Agreement Between North Bay Village and FOP
Lodge 81 – Officers, Sergeants & Lieutenants
October 1, 2019 through September 30, 2022**

37.6 An employee required to submit to a mandatory test for the presence of alcohol, steroids, performance enhancing drugs or illegal drugs shall be entitled to have a Union or other employee representative present when the breath analysis is conducted or the urine specimen is obtained. It is agreed and understood that the breath analysis test will not be delayed longer than one (1) hour.

37.7 All tests shall be analyzed in medical laboratories mutually agreed to by the Village and the Union, using recognized technologies. In the event an employee's test results are positive, a second test, utilizing a comparable recognized testing method shall be conducted on the same specimen to verify the initial test results. Copies of the test results shall be made available to the employee, upon the employee's request, as soon as possible after the Human Resources Department receives the results of the testing from the laboratory. Additionally, upon request, the employee shall be given a sample of the specimen tested.

37.8 The results of such tests shall be handled as part of an Internal Affairs Investigation and are not to be made public unless required by law. The taking of a breath analysis or urine specimen from an employee does not constitute an interrogation within the meaning of Section 112.532, etc., Florida Statutes, unless questions are asked at the time the test is conducted.

37.9 The results of such tests may result in referral for rehabilitation or counseling or, where appropriate, disciplinary action, up to and including dismissal, in accordance with the applicable provisions of the Village Code, the Village Personnel Rules, and/or the Departmental Rules and Regulations. The employee may grieve the discipline through the contract grievance procedure.

37.10 The parties agree that any employee refusing to submit to toxicology, alcohol, steroid or performance enhancing drug testing conducted in accordance with the provisions of this

**Agreement Between North Bay Village and FOP
Lodge 81 – Officers, Sergeants & Lieutenants
October 1, 2019 through September 30, 2022**

Article may result in disciplinary action being taken against the employee up to and including dismissal.

ARTICLE 38 – NO STRIKE PROVISION

38.1 The Union and the bargaining unit members shall have no right to engage in any strike.

38.2 In addition to the penalties set forth in Section 447.507, Florida Statutes, any and all employees who violate any provision of the law prohibiting strikes may be disciplined, up to and including discharge, by the Village. The only questions that may be raised in any proceeding (grievance, judicial or otherwise) contesting such action is whether the provision prohibiting strikes was violated by the employee to be discharged or otherwise disciplined.

38.3 The circuit courts of this State shall have jurisdiction to enforce the provisions of this Section by ex parte injunction and contempt proceedings, if necessary. This provision however, does not waive any other remedies, judicial or otherwise, that the Village is entitled to.

**Agreement Between North Bay Village and FOP
Lodge 81 – Officers, Sergeants & Lieutenants
October 1, 2019 through September 30, 2022**

ARTICLE 39 - DURATION OF AGREEMENT

39.1 This Agreement shall be effective upon ratification by both parties and shall remain in full force and effect through and including September 30, 2022.

39.2 Regarding negotiations for a successor agreement, the parties agree to meet no later than April 30, 2022 in order to exchange existing articles / new articles which the parties wish to discuss.

39.3 Should negotiations for a successor agreement extend beyond September 30, 2022, the provisions of this Agreement shall continue in full force and effect until a successor Agreement is ratified.

<p>FLORIDA STATE LODGE FRATERNAL ORDER OF POLICE</p> <p>By: _____ President</p> <p>Dated: _____, 20__</p>	<p>NORTH BAY VILLAGE, a municipal corporation of the State of Florida</p> <p>By: _____ Mayor</p> <p>Dated: _____, 20__</p>
<p>WITNESSED:</p>	<p>Entered pursuant to Resolution No. _____</p>
<p>By: _____ FOP Representative</p>	<p>Attest: _____ Village Clerk</p>
<p>By: _____ Bargaining Team Member</p>	<p>Approved: _____ Village Manager</p>
<p>By: _____ Bargaining Team Member</p>	<p>Approved as to form and legal sufficiency: By: _____ Special Labor Counsel</p> <p>Dated: _____, 20__</p>

**Agreement Between North Bay Village and FOP
Lodge 81 – Officers, Sergeants & Lieutenants
October 1, 2019 through September 30, 2022**

APPENDIX A

STEP PAY PLAN

FY 19-20

OFFICERS (2% PAY ADJUSTMENT)

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
FY 19-20 (HOURLY)	27.7318	29.6730	30.8599	32.0943	33.3780	34.7134	36.1018	37.5458	39.0478	40.6097

SERGEANTS

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
FY 19-20 (HOURLY)	36.7165	38.5526	40.4801	42.5042	44.6295	46.8609

LIEUTENANTS

	STEP 1	STEP 2	STEP 3
FY 19-20 (HOURLY)	50.1595	52.1659	54.2525

**Agreement Between North Bay Village and FOP
Lodge 81 – Officers, Sergeants & Lieutenants
October 1, 2019 through September 30, 2022**

FY 20-21

OFFICERS (NO PAY ADJUSTMENT)

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
FY 20-21 (HOURLY)	27.7318	29.6730	30.8599	32.0943	33.3780	34.7134	36.1018	37.5458	39.0478	40.6097

SERGEANTS

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
FY 20-21 (HOURLY)	36.7165	38.5526	40.4801	42.5042	44.6295	46.8609

LIEUTENANTS

	STEP 1	STEP 2	STEP 3
FY 20-21 (HOURLY)	50.1595	52.1659	54.2525

**Agreement Between North Bay Village and FOP
Lodge 81 – Officers, Sergeants & Lieutenants
October 1, 2019 through September 30, 2022**

FY 21-22

**OFFICERS (~~1.9% PAY ADJUSTMENT NO PAY ADJUSTMENT UNLESS WAGE RE-
OPENER REQUESTED BY EITHER PARTY BETWEEN MARCH 1-MARCH 30, 2021,
AS REQUIRED IN ARTICLE 24.6.1~~)**

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
FY <u>21-22</u> (HOURLY)	27.1880 <u>\$28.2587</u>	29.0912 <u>\$30.2368</u>	30.2548 <u>\$31.4462</u>	31.4650 <u>\$32.7040</u>	32.7235 <u>\$34.0121</u>	34.0327 <u>\$35.3729</u>	35.3939 <u>\$36.7877</u>	36.8096 <u>\$38.2591</u>	38.2822 <u>\$39.7897</u>	39.8134 <u>\$41.3812</u>

SERGEANTS

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
FY <u>21-22</u> (HOURLY)	35.9966 <u>\$37.4141</u>	37.7967 <u>\$39.2851</u>	39.6864 <u>\$41.2492</u>	41.6708 <u>\$43.3117</u>	43.7544 <u>\$45.4774</u>	45.9421 <u>\$47.7512</u>

LIEUTENANTS

	STEP 1	STEP 2	STEP 3
FY <u>21-22</u> (HOURLY)	49.1760 <u>\$51.1125</u>	51.1430 <u>\$53.1570</u>	53.1887 <u>\$55.2833</u>

**MEMORANDUM OF UNDESTANDING BETWEEN
NORTH BAY VILLAGE, FLORIDA
AND THE FRATERNAL ORDER OF POLICE, INC.**

This Memorandum of Understanding (“MOU” or “Agreement”) is entered into this ____ day of March 2022, between North Bay Village, Florida, a Florida municipal corporation (the “Village”), and the Florida State Lodge, Fraternal Order of Police, Inc. (the “FOP” or “Union”). The Town and the FOP are collectively referred to as the “Parties.” The Effective Date shall be the date this Agreement is ratified by both Parties, which shall be done last by the Village Commission.

WHEREAS, the Parties have entered into a three (3) year Collective Bargaining Agreement (the “CBA”) that is effective from October 1, 2019 through September 30, 2022, which governs the terms and conditions of employment for FOP bargaining unit members; and

WHEREAS, Article 15 of the CBA provides FOP bargaining unit members with three (3) personal days per year, which shall be forfeited if not used within each calendar year; and

WHEREAS, the Village appreciates the hard work and dedication provided by its FOP bargaining unit personnel; and

WHEREAS, to recognize those efforts, the Village wishes to prospectively provide FOP bargaining unit personnel with two (2) additional personal days, which shall be forfeited if not used by December 31, 2022, and the approval of which is subject to the discretion of the Chief of Police, as provided in this MOU; and

WHEREAS, this Agreement shall remain in effect from its Effective Date and shall automatically sunset/terminate, by its terms, on December 31, 2022.

NOW THEREFORE, the Parties agree as follows:

1. The above recitals are true and correct and incorporated herein by reference.
2. The Village agrees to provide each Village employee who works in an FOP bargaining unit position with two (2) extra personal days, in addition to the three (3) personal days already provided under Article 15 of the CBA, beginning on or after the Effective Date of this Agreement.
3. The Parties agree that the use of these two (2) extra personal days is subject to the discretion of the Chief of Police, and that the two (2) extra personal days shall be automatically forfeited if they are not used by December 31, 2022.

4. The Parties also agree that this Agreement shall automatically sunset/terminate by its terms on December 31, 2022.
5. The Parties agree that the two (2) extra personal days provided under this Agreement shall not be subject to the grievance or arbitration process of the CBA, but they also agree that any dispute over the extra two (2) personal days or the approval to use either of the two (2) extra personal days shall be taken by the Union to the Village Manager for final resolution of that dispute, which decision shall not be subject to the grievance or arbitration process of the CBA or challenge in any other forum.
6. The Parties agree that this Agreement represents the Parties' entire agreement, and that it cannot be amended or modified without the express written consent of the Parties.
7. This Agreement is based upon the unique facts and circumstances of this particular matter. This Agreement does not establish any precedent, pattern or evidence of past practice for the resolution, disposition or determination of any other matter.
8. The Parties understand and agree that this Agreement will not be effective until it has been fully executed by the Parties and then it shall be ratified by the Union membership and then by Village Commission before it becomes effective. Electronic and facsimile copies of this Agreement shall be considered originals for all purposes, including enforcement.
9. The Parties signify their agreement with this Agreement by affixing their signatures below.

FRATERNAL ORDER OF POLICE, INC.

NORTH BAY VILLAGE

By: _____
 Sean Kelly
 FOP Representative

By: _____
 Carla Maglio-Gomez
 Deputy Village Manager/Human
 Resources Director

Date: _____

Date: _____

Ratified by the Union:

Ratified by Village Commission:



NORTH BAY VILLAGE
EST. 1945

ITEM NO. 11.F

North Bay Village Recommendation Memorandum

DATE: April 12, 2022

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

FROM: Carla Gomez, Deputy Village Manager/Human Resources Director

SPONSORED BY:

SUBJECT:
APPROVAL OF AMENDMENT TO COLLECTIVE BARGAINING AGREEMENT AND MOU WITH FOPA (CIVILIAN PERSONNEL) VILLAGE MANAGER RALPH ROSADO, AICP (DEPUTY VILLAGE MANAGER/HUMAN RESOURCES DIRECTOR CARLA GOMEZ)

RECOMMENDATION

A RESOLUTION OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, APPROVING A COLLECTIVE BARGAINING AGREEMENT WITH THE FLORIDA STATE LODGE 81, FATERNAL ORDER OF POLICE FOR CIVILIAN PERSONNEL; APPROVING A MEMORANDUM OF UNDERSTANDING RELATING TO PERSONAL DAYS; PROVIDING FOR AUTHORIZATION; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

BACKGROUND AND ANALYSIS

It is recommended the Village Commission adopt the resolution to ratify a third-year wage reopener on the existing collective bargaining agreement that is in effect between North Bay Village and the FOP for Civilian Personnel covering the period of October 1, 2019 – September 30, 2022.

In February 2022 , the North Bay Village Collective Bargaining Team met with the FOP for Civilian Personnel and reached a tentative agreement that addressed the wage reopener for Year 3 of the current labor contract. The proposed contract will cover the period of October 1, 2021 through September 30, 2022. The Wage Reopener provision provides for a Cost of Living Increase (COLA) of 1.9%, effective retroactively to the first full pay period in October

2021.

On March 23, 2022, the FOP for Civilian Personnel notified the Village that the Union membership had successfully voted in favor of the proposed wage reopener, as well as a Memorandum of Understanding that provides for each employee covered by the Civilian Personnel Collective Bargaining Agreement to receive two (2) personal days. These two (2) personnel days will be issued in the paycheck following ratification of this Agreement, and will expire on December 31, 2022. The two (2) additional personal days must be pre-scheduled by the employee's supervisor and are not permitted to be cashed out by the employee.

The summary of the terms and conditions tentatively agreed to with the FOP for Civilian Personnel include the following provisions:

WAGES/COST OF LIVING ADJUSTMENT (COLA)

- Year 3: October 1, 2021 - September 30, 2022 = 1.9% Cost of Living Adjustment (COLA), provided retroactively to the 1st full pay period in October 2021. The estimated cost impact is approximately \$25,000.
- 2 Personnel Days - Use it or Lose - Expires December 31, 2022 - Must be pre-approved by supervisor and not available for cash out by employee. The Village does not anticipate a significant cost impact from offering this one-time, temporary benefit.
- Reclassify the Public Service Aide (PSA) Classification to a Pay Grade 5. This will impact only one (1) budgeted position in the Police Department.

Village Staff recommends that the Village Commission ratify the proposed year-3 (October 1, 2021 - September 30, 2022) Wage Reopener and Memorandum of Understanding to the existing labor agreement with the FOPA covering the period of October 1, 2019 - September 30, 2022.

BUDGETARY/FINANCIAL IMPACT (Finance Dept.)

Total Estimated Impact: \$25,000 - Already budgeted in salaries.

PERSONNEL IMPACT

NONE

From: [Ceasar Costa](#)
To: [Lindsey M. Ryder](#); [Carla M. Gomez](#)
Cc: [FOP Sean Kelly](#); [NBV El Portal Manny](#)
Subject: [External] FOP/FOPA Ratification
Date: Wednesday, March 23, 2022 8:25:01 PM

Good evening Lindsey and Carla.

Just wanted to advise we just concluded with voting and both CBA reopener and MOU passed with Lodge 81 FOP & FOPA.

We look forward to initiate negotiations for our upcoming FY 2022-2023 to FY 2024-2025 CBA.

Regards

Ceasar Costa

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RESOLUTION NO. 2022- _____

A RESOLUTION OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, APPROVING A COLLECTIVE BARGAINING AGREEMENT WITH THE FLORIDA STATE LODGE 81, FRATERNAL ORDER OF POLICE FOR CIVILIAN PERSONNEL; APPROVING A MEMORANDUM OF UNDERSTANDING RELATING TO PERSONAL DAYS; PROVIDING FOR AUTHORIZATION; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Florida State Lodge 81, Fraternal Order of Police (“FOPA”) represents a bargaining unit consisting of North Bay Village’s (the “Village”) police civilian personnel (the “Civilian Union”); and

WHEREAS, the Village and FOPA previously entered into a three (3) year Collective Bargaining Agreement that is effective from October 1, 2019 through September 30, 2022, which governs the terms and conditions of employment for FOPA bargaining unit members; and

WHEREAS, the Village and FOPA have engaged in negotiations to amend the Collective Bargaining Agreement to provide a 1.9% wage cost of living adjustment for the third fiscal year of the agreement (retroactive to October 1, 2021 through September 30, 2022) and to increase the paygrade of the Public Service Aide position from a paygrade 2 to a paygrade 5, all as further set forth in the proposed amended CBA, which is attached hereto as Exhibit “A” (the “CBA”); and

WHEREAS, Article 15 of the CBA provides FOPA bargaining unit members with three (3) personal days per year, which shall be forfeited if not used within each calendar year; and

WHEREAS, the Village appreciates the hard work and dedication provided by its FOPA bargaining unit personnel; and

WHEREAS, to recognize those efforts, the Village wishes to prospectively provide FOPA bargaining unit personnel with two (2) additional personal days, which shall be forfeited if not used by December 31, 2022, and the approval of which is subject to the discretion of the Chief of Police, as provided in the Memorandum of Understanding (“MOU”) attached hereto as Exhibit “B,” which shall automatically sunset/terminate, by its terms, on December 31, 2022; and

WHEREAS, it has been confirmed that the majority of the membership of the Civilian Union approved the CBA and the MOU; and

WHEREAS, staff recommends that the Village Commission approve the CBA and the MOU and authorize the Village Manager to execute same; and

WHEREAS, the Village Commission finds that this Resolution is in the best interest and welfare of the residents of the Village.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, AS FOLLOWS:

Section 1. Recitals. That each of the above-stated recitals are hereby adopted, confirmed, and incorporated herein.

Section 2. Approving CBA. That the CBA attached hereto as Exhibit “A” is hereby approved.

Section 3. Approving MOU. That the MOU attached hereto as Exhibit “B” is hereby approved.

Section 4. Authorization. That the Village Commission hereby authorizes the Village Manager to execute the CBA and MOU.

Section 5. Implementation. That the Village Manager and Village Attorney are hereby authorized to take such further action as may be necessary to implement the purpose and provisions of this Resolution.

Section 6. Effective Date. That this Resolution shall be effective immediately upon adoption.

The foregoing Resolution was offered by _____ who moved its adoption. The motion was seconded by _____ and upon being put to a vote, the vote was as follows:

- Mayor Brent Latham _____
- Vice Mayor Marvin Wilmoth _____
- Commissioner Richard Chervony _____
- Commissioner Rachel Streitfeld _____
- Commissioner Julianna Strout _____

PASSED AND ADOPTED on this _____ day of _____, 2022.

Brent Latham, Mayor

ATTEST:

Debra E. Eastman, MMC
Interim Village Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

Weiss Serota Helfman Cole & Bierman, PL
Village Attorney

AGREEMENT

Between

FLORIDA STATE LODGE FRATERNAL ORDER OF POLICE INC.

(FOP- Civilian Personnel)

AND

NORTH BAY VILLAGE, FLORIDA

October 1, 2019 through September 30, 2022

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AGREEMENT

THIS AGREEMENT is entered into this ____ day of October 2020, between North Bay Village, hereinafter referred to as the Employer, or Village, and the Florida State Lodge, Fraternal Order of Police Inc., herein referred to as the FOP, Union, or Employee. It is the intent and purpose of this Agreement to assure sound and mutually beneficial working relationships between the parties hereto, to provide an orderly and peaceful means of resolving misunderstandings or differences which may arise and to set forth basic and full agreement between the parties concerning wages, hours and other conditions of employment enumerated herein, There are and shall be no individual arrangements or agreements covering any part or all of this Agreement contrary to the terms provided herein. It is mutually understood and declared to be the public policy of the Employer and the Union to promote harmonious and cooperative relationships between the Employee and the Union and to protect the public by assuring, at all times, the orderly and uninterrupted operations and functions of government.

Whenever a male pronoun is used in this Agreement, it shall be construed to include reference to both sexes.

ARTICLE 1 - RECOGNITION

Pursuant to and in accordance with all applicable provisions of Part II of Chapter 447, Florida Statutes, the certification by the Florida Public Relations Employees Commission, Certification NO. 1850. The Employer recognizes the FOP as the exclusive collective bargaining representative for the following full time employees (see also exhibit A):

INCLUDED: Police dispatcher, dispatcher supervisor, building clerk, building supervisor, general utility worker, sanitation truck driver, sanitation utility worker, maintenance utility worker, sewer utility worker, water utility worker, accountant, documents clerk, general utility worker and public service aide, postal clerk

EXCLUDED: Village manager, deputy village manager, front desk services supervisor, police chief, village clerk, deputy village clerk, senior accountant, code enforcement officer, finance director, public works director, public works superintendent, executive assistant to the village manager, administrative assistant to the police chief, part-time bus driver, temporary employees, part time employees and all other employees of the North Bay Village.

- 1.1 It is further understood and agreed that the FOP Staff Representative or his designee will be the official spokesman for the FOP in any matter between the FOP and the Employer, only however on the matters which the FOP has authority regarding its membership. The FOP Staff Representative shall designate in writing the name of his designee.

ARTICLE 2 – PAYROLL DEDUCTION AND DUES

- 2.1 Upon receipt of a written authorization from the employee covered by this Agreement, the Employer will deduct from the employee's pay the amount owed to the Union by such employee for dues. It is understood that this provision will provide for deductions equal to the number of pay periods per year. The Employee will submit to the Union the deducted sums within fifteen (15) calendar days. Changes in the Union membership dues and rates will be certified to the Employer in writing over the signature of the Business Manager of the Union and shall be done at least thirty (30) calendar days in advance of the effective date of such change. The Union will make a reasonable effort to notify employees of any increase in dues in advance of such increase being deducted by the Employer. The Employer's remittance will be deemed correct if the Union does not give written notice to the Employer within seven (7) calendar days after remittance is received of its belief and reasons stated therefore that the remittance is incorrect.
- 2.2 The Union will indemnify, defend and hold the Employer harmless against any claim made, and against any suit instituted, against the Employer as the result of any check-off of union dues.
- 2.3 An employee may revoke his authorization for deduction of dues provided the employee gives thirty (30) calendar days written notice to the Employer and the Union. Upon receipt of such notification, the Employer shall terminate dues on the pay date immediately following the expiration of thirty (30) calendar day notice period.
- 2.4 No deduction shall be made from the pay of an employee for any payroll period in which the employee's net earnings for that payroll period are less than the amount of dues to be checked off. Net earnings shall mean net after required deductions.

2.5 If there is an amount deducted in excess of what is authorized by this Agreement, the employee affected shall seek recourse within the Union and not the Village, provided that the excess amount deducted was in fact remitted to the Union in the form of union dues.

ARTICLE 3-NO STRIKE PROVISION

- 3.1 The Union and bargaining unit members shall have no right to engage in any strike.
- 3.2 In addition to the penalties set forth in Section 447.507, Florida Statutes, any and all employees who violate any provision of the law prohibiting strikes may be disciplined, up to and including discharge, by the Village. The only questions that may be raised in any proceeding (grievance, judicial or otherwise) contesting such action is whether the provision prohibiting strikes was violated by the employee to be discharged or otherwise disciplined.
- 3.3 The circuit courts of this State shall have jurisdiction to enforce the provisions of this Section by ex parte injunction and contempt proceedings, if necessary. This provision, however, does not waive any other remedies, judicial or otherwise, that the Village is entitled to.

ARTICLE 4 – MANAGEMENT SECURITY

- 4.1 (a) The Union, its representatives, members or any persons acting on their behalf agree that the following “unlawful acts” as defined in Chapter 447, Florida Statutes, are prohibited: 1) Solicitation of public employees during working hours; or 2) Distributing literature during working hours in areas where the work of the public employees is performed.
- (b) The circuit court of the state shall have jurisdiction to enforce the provisions of this section by injunction and contempt proceedings if necessary. A public employee who is convicted of a violation of any provision of this section may be discharged or otherwise disciplined by the Employer notwithstanding further provisions of this or any other agreement.
- (c) No employee organization shall directly or indirectly pay any fines or penalties assessed against individuals pursuant to the provisions of this article.
- 4.2 The Employer and Union agree that the basic intent of this Agreement is to provide a fair day's work in return for a fair day's pay and to provide conditions of employment suitable to maintain a competent work force. The Employer and Union affirm the joint opposition to any discriminatory practices in connection with employment, promotion, training or assignment remembering that the public interest requires full utilization of employees' skills and ability without regard to race, religion, national origin, disability, marital status, age or sex.
- 4.3 In accordance with Chapter 447, Florida Statutes, employees shall have the right to form, join and participate in or refrain from forming, joining or participating in an employee organization of their own choosing. They shall have the right to be represented by an employee organization of their choosing to negotiate collectively through a certified bargaining agent with the Village in the determination of the terms and conditions of their employment.

ARTICLE 5-MANAGEMENT RIGHTS

5.1 The employer retains the sole and exclusive right to manage its operations and direct the work of the bargaining unit employees subject only to such regulations governing the exercise of these rights as are expressly and specifically provided in this Agreement, provided that the exercise of such rights shall not preclude employees or their representatives from raising grievances, should decisions in the above matters have the practical consequence of violating the terms and conditions of this agreement.

ARTICLE 6 - UNION STEWARDS AND UNION REPRESENTATION

- 6.1 Employees covered by this Agreement will be represented by two (2) stewards including one Chief Steward designated by the Union in writing to management.
- 6.2 The Union may designate one steward and one alternate steward. A written list of union stewards shall be furnished to the Village prior to the effective date of their assuming duties of office.
- 6.3 The FOP Staff Representative or his designee will be admitted to the property of the Employer. Union officials, as designated above, shall be able to talk with employees before or after regular working hours, break periods or during the lunch period of said employees on Employer property in areas mutually agreed upon by the Union and the Employer to discuss union business.
- 6.4 The following sections outline the duties and responsibilities of stewards and recognized union representatives. In those cases which cannot be resolved otherwise, designated union stewards shall be granted reasonable time off, without loss of pay, to settle grievances. Work loss must be minimized. The steward must advise his supervisor of the requirement of such time and secure permission. Such permission will not be unreasonably withheld. Files of the employee as authorized by Chapter 119 of the Florida Statutes, or exempt files as authorized by the employee (in writing), shall be open for investigation by the steward when settling grievances. Union stewards shall not discuss union business during working hours except as provided above. Union stewards shall not conduct any grievance work on premium time (overtime) except in emergency situations occurring during such premium hours that involve suspension or discharge. Supervisor permission shall be given orally to the union steward provided that said oral authorization insures adequate controls of the steward's time; otherwise written permission

shall be required. If it becomes necessary for a union steward to receive written permission, the department will provide a form, which will be used for this purpose. Upon returning to his work assignment, the steward shall report to his immediate supervisor, unless prior consent not to do so has been secured.

- 6.5 Union stewards shall be employees as designated by the Union, and shall be members of the bargaining unit.
- 6.6 Union representatives, while on public property and functioning as stewards, are subject to the same rules of the Employer as all other public employees, except as specifically provided in this Agreement.
- 6.7 Only the Union may file a grievance on behalf of a member of the bargaining unit, a group of members of the bargaining unit or the union itself. The grievance procedure and the arbitration shall be exclusive to the FOP, therefore, subject to sections 447.401 Florida Statutes, or other applicable laws. No bargaining unit member may file a grievance or request arbitration without the written authorization from the Union.
- 6.8 Employees of the designated bargaining unit shall have the right to join the Union, to engage in lawful concerted activities for the purpose of collective bargaining or other mutual aid and protection, and to express or communicate any view, grievance, complaint or opinion, within the bounds of good taste related to the conditions or compensation of public employment or its betterment, all free from any restraint, coercion, discrimination, or reprisal. There shall be no restraint, discrimination, intimidation, or reprisal against any employee because of that employee's membership or lack of membership in the Union or by virtue of his holding office or not holding office in the Union. This provision shall be applied to all employees by the Employer and the Union.
- 6.9 All stewards have productive work to perform as assigned by the Employer. The parties

agree that each will cooperate with the other in reducing to a minimum the actual time spent by union representatives in investigating, presenting, and adjusting grievances or disputes.

ARTICLE 7 - PROBATIONARY EMPLOYEES

7.1 All employees shall be classified as probationary employees for the first twelve (12) months of continuous uninterrupted employment. The probationary period shall apply for all employees in a new job classification. The Village Manager has the discretion to extend the probationary period an additional three (3) months and shall notify said employee in writing - in advance of said extension and state the reason for such extension. Except in the case of a transfer or promotion to a new position, the Employer may terminate a new-hire probationary employee with or without cause. Such decision to terminate shall not be subject to the grievance or arbitration procedures of this collective bargaining agreement. Provisions as to seniority shall not apply to probationary employees; rather seniority shall date back to the time of hire after an employee has successfully completed his probationary period. If more than one (1) employee is hired on the same day, seniority shall be determined by date and time of the submittal of the employment application with the earliest date and time for the application having the most seniority. In the alternative, if seniority cannot be determined through the employment application, then seniority will be determined by the employee's day (1-31) of birth, with the employee with the lowest numeric day of birth having the most seniority.

ARTICLE 8 - RULES AND REGULATIONS

8.1 The Village will provide the Union with copies of any work rules and/or policies which the Village has created, amended, or deleted, which pertain to members of the bargaining unit within a reasonable time after creation, amendment, or deletion.

ARTICLE 9 - DISCHARGE AND DISCIPLINE

- 9.1 The Employer shall not discharge, suspend or otherwise discipline employees except for "just cause," and in no event until the employee has been furnished with a written statement of the charges and the reason or reasons for such action. Any dispute over suspension, discharge, or other disciplinary action may be submitted to the grievance procedure as set forth in Article 10.
- 9.2 Employees covered by this Agreement shall have the right to inspect their official personnel files with three (3) business days' notice at a time agreeable to the Human Resources Director. The employee shall have the right to make duplicate copies of any items in his personnel, at no cost to the employee. Those shall be the only official personnel files maintained for each employee.
- 9.3 Employees shall have the right to add to their personnel records, written refutation of any reprimand, document or information contained therein which is considered by the employee to be derogatory or to contain incorrect or insufficient information, within thirty (30) days of the issuance of the document. Reprimands shall be null and void after 36 months of the date of their issuance.
- 9.4 When an employee is questioned by the Employer, the Employer shall advise the employee if the questioning may lead to disciplinary action against him. The employee then has the right to request that a union representative be present at the meeting. When an employee requests union representation pursuant to this section, and a union representative is not immediately available, the Employer shall postpone the meeting for a reasonable time in order for the employee to obtain union representation.
- 9.5 Employees subject to dismissal or suspension shall have the right to a pre-determination

hearing in accordance with Florida law. The hearing shall be conducted by appropriate Department Head. The pre-determination hearing shall be conducted prior to discharge or suspension. The employee may request that the appropriate union steward be present at the hearing along with the supervisor who has made the charge. This section shall not apply to circumstances covered under Section 9.3. The union steward and the employee shall receive written notice of the charges against the employee twenty-four (24) hours in advance of the hearing. A waiver of hearing shall be attached to the notice and the employee may waive his right to such hearing.

ARTICLE 10 - GRIEVANCE AND ARBITRATION PROCEDURE

- 10.1 In a mutual effort to provide harmonious working relationship between the parties to this Agreement, it is agreed to and understood that there shall be a procedure for the resolution of grievances between the parties and that such procedures shall cover grievances involving the application or interpretation of this Agreement.
- 10.2 For the purpose of this Agreement, a grievance is defined as a claim or complaint that an employee or group of employees may have that the Employer has violated a specific provision of this Agreement, provided such specific provision is subject to the grievance and arbitration procedures of this Agreement.
- 10.3 Time is considered to be of the essence for purposes of this Article. Accordingly, any grievance not submitted or processed by the grieving party in accordance with the time limits provided below shall be considered conclusively abandoned and shall be barred, forfeited and foreclosed for all contractual purposes and shall result in the forfeiture of all rights to arbitration. Any grievance not answered by the Village within the time limits provided below will automatically advance to the next higher step of the grievance procedure. Time limits may be extended only by written mutual consent of the parties. Days in this Article shall be working days excluding holidays.
- 10.4 All grievances must be reduced to writing and must contain the following information:
- (a) The specific Article and Section of the Agreement alleged to have been violated by the Employer;
 - (b) A full statement of the grievance, giving a complete description of the facts and dates and times of the events involved in the alleged violation, and the specific remedy desired by the grievant;

- (c) Signature of grievant or FOP Staff Representative and date signed; and,
- (d) Designation of the union steward or business agent if the grievant requests union representation.

10.5 Grievances shall be presented in the following manner:

Step 1 – In the event an employee covered by this Agreement believes that there is a basis for a grievance, as that term is defined above, he may, within ten (10) days of the events which gave rise to the alleged grievance, reduce the grievance to writing and submit it to his supervisor outside of the bargaining unit. The grievance shall be signed by the employee or FOP Staff Representative and shall state; (a) the date of the alleged events which gave rise to the grievance; (b) the specific Article or Articles and paragraphs of this Agreement allegedly violated; (c) statement of fact pertaining to or giving rise to the alleged grievance; and (d) the specific relief requested. The supervisor shall, within ten (10) days after presentation of the grievance, render his decision on the grievance in writing.

Step 2 –If the grievance is not resolved at Step 1, or if no written disposition is made within the Step 1 time limits, he/she shall have the right to appeal the Step 1 decision to the Department Head or his/her designee within ten (10) days of the due date of the Step 1 response. Such appeal must be accompanied by a copy of the original written grievance, and the written decision of the supervisor, together with a signed request from the employee or FOP Staff Representative requesting that the Step 1 decision be reversed or modified. The Department Head or his/her designee shall, within ten (10) days after the presentation of the grievance, render his/her decision on the grievance in writing to the aggrieved employee and FOP.

Step 3 – If the grievance is not resolved at Step 2, or if no written disposition is made within the Step 2 time limits, he/she shall have the right to appeal the Step 2 decision to the Village Manager or his or her designee within ten (10) days of the date of the issuance of the Step 2 decision. Such appeal must be accompanied by the filing of a copy of the original written grievance, and the written decision of the Department Head, together with a request form signed by the employee or FOP Staff Representative requesting that the Step 2 decision be reversed or modified. The Village Manager or his/her designee shall conduct a meeting with the grievant and his/her FOP Staff Representative, if needed. The Village Manager or his/her designee shall, within fifteen (15) working days, render his/her decision in writing to the aggrieved employee and the FOP Staff Representative.

10.6 In the event a grievance processed through the grievance procedure has not been resolved at Step 3 above, either party may request that the grievance be submitted to arbitration within ten (10) working days after the Village Manager renders a written decision on the grievance. The arbitrator may be an impartial person mutually agreed upon by and between the parties. The party requesting arbitration shall request the Federal Mediation and Conciliation Service to furnish a panel of seven (7) names from which each party shall have the option of striking three (3) names in alternating fashion, thus leaving the seventh (7th), which will give a neutral or impartial arbitrator. In all cases, the party requesting arbitration will strike first. Each party may reject two (2) panels.

10.7 Consistent with the provisions of the Florida Public Employees Relations Act, Chapter 447, et seq., it is mutually acknowledged and agreed that this collective bargaining agreement shall be administered within the amounts appropriated by the Village for

funding of the items contained herein. Accordingly, and notwithstanding any other provision of this collective bargaining agreement, the arbitrator shall have no authority, power, or jurisdiction to construe any provision or law, statute, ordinance, resolution, rule or regulation or provision of law, statute, ordinance, resolution, rule or regulation or provision of this collective bargaining agreement to result in, obligate, or cause the Village to have or bear any expense, debt, cost, or liability which would result, directly or indirectly, in the Village exceeding the amounts initially appropriated and approved by the Village for funding of the items contained in this collective bargaining agreement. Any such award which contravenes or is not in compliance with the provisions of this paragraph shall be null and void.

10.8 The arbitrator may not issue declaratory opinions and shall confine himself exclusively to the question, which is presented to him, which question must be actual and existing. The burden of proving his grievance by a preponderance of the evidence (i.e., proving by a preponderance standard that a specific provision of the agreement was violated) for the interpretation of the language of the contract shall rest with the filing party and discipline shall be with the employer.

10.9 The limitations on the powers of the Arbitrator are as follows:

- (a) The Arbitrator shall not have the power to add to, subtract from, or alter the terms of this Agreement;
- (b) The Arbitrator shall have no power to establish wage scales, rates for new jobs, or to change any wage;
- (c) The Arbitrator shall have only the power to rule on matters arising under this Agreement and is confined exclusively to the question(s) which is presented to

him which question(s) must be actual and existing;

- 10.10 There shall be no appeal from the Arbitrator's decision; it shall be final and binding on the Union and on all bargaining unit employees and on the Employer, provided the Arbitrator's decision is not outside or beyond the scope of the Arbitrator's jurisdiction, or is not in violation of public policy. The authority and responsibility of the Employer, as provided by Florida law, shall not be usurped in any matter.
- 10.11 The cost of the Arbitrator's services shall be split by both parties. Each side will pay its own representative and witnesses. The cost of a court reporter and the transcription fee shall be paid by the party requesting the court reporter and/or a transcription of the proceedings.

ARTICLE 11- HOLIDAYS

11.1 The following are recognized as holidays under the terms of this Agreement.

New Year's Day	January 1 st
Martin L. King's Birthday	3rd Monday in January
Memorial Day	Last Monday in May
Independence Day	July 4th
Labor Day	1st Monday in September
Veteran's Day	November 11th
Thanksgiving Day	4th Thursday in November
Friday after Thanksgiving Day	
Christmas Day	December 25th
Three (3) Personal Days	

Any day that the Village Commission may designate

11.2 **Holiday falling on regularly scheduled work days:**

Current employees & employees after ratification: shall receive eight (8) hours holiday leave.

The employee shall also receive time and one-half for each hour worked.

11.3 **Holiday falling on a scheduled day off:**

Current Employee: shall receive eight (8) hours holiday leave or double time and one-half pay for all hours worked on a holiday.

11.4 Any member of the bargaining unit who is on approved worker's compensation leave, or leave without pay for a period exceeding six (6) months shall be precluded from receiving compensation (in the form of pay or time) for any holiday.

11.5 Any personal days not used within the calendar year shall be forfeited.

11.6 In order to be eligible for holiday pay the employee must have worked the last scheduled working day immediately prior to the observed holiday and the first regularly scheduled

working day immediately after the observed holiday, unless the employee is on paid vacation, military leave, sick leave substantiated by a doctor's certificate, or other absences excused by the appropriate Department Head.

- 11.7 Employees who have been assigned holiday work and fail to report for and perform such work without reasonable cause shall not receive pay for the holiday time.
- 11.8 Those employees who work any schedule other than the normal eight (8) hour day shall have a holiday that conforms to their work schedule.
- 11.9 Employees will be allowed to cash out up to a maximum of Eighty (80) hours of holiday leave at their straight time rate of pay per fiscal year. The cash in request must be submitted to Human Resources no later than July 1st of the current fiscal year in order to be paid for said cash in request during the month of October and November of the following fiscal year.

ARTICLE 12 - VACATION LEAVE

12. 1 Upon employment with the Village, vacation leave will begin to accrue immediately and on a bi-weekly basis. If requested and at the Village Manager’s ultimate discretion, an employee may be eligible to use up to Twenty-Four (24) hours of vacation leave at the completion of six (6) months employment. After an employee’s probationary period (i.e., after one year) is over, the employee will then be allowed to use vacation leave when requested and approved by a supervisor. If the employee is working other than an 8 hour shift, the rate of accrual will change accordingly to coincide with a full days shift, the rate of accrual will also change when the employee reaches certain years of employment (for example, the rate will increase when the employee moves from 5 years to 6 years of employment). See chart below for accrual rates per years of service:

At year 1 through 5 years	10 work days each year
At year 6 through 15 years	15 work days each year
At year 16 years and over	20 work days each year

12.2(a) **Public Works Employees:** Vacation leave must be requested and scheduled through the chain of command from December 1st – 15th of the current calendar year for the following calendar year based on department seniority. Any open, unscheduled work day eligible for vacation leave throughout the calendar year (even after Dec 1-15), shall be requested with preferably a minimum of (2) weeks' notice on a first come first serve basis and will be granted if manpower permits. Seniority will only be considered for these "unscheduled days" if there are two (2) requests with the same submittal date and the time that the request was submitted cannot be determined. If the request was date/time stamped then seniority will not apply and the request with the earliest date/time stamp will be chosen for

approval. If there is no date/time stamp on request then seniority shall be determined by date and time of the submittal of the employment application; with the earliest date and time for the application having the most seniority or in the alternative if seniority cannot be determined through the employment application then seniority will be determined by the employee's day (1-31) of birth, with the employee with the lowest numeric day of birth having the most seniority

12.2(b) **Police Dispatchers:** Vacation leave must be requested and scheduled through the chain of command during submission of the shift bids. Vacation time will be approved once your shift bid is set. Any open, unscheduled work days eligible for vacation leave throughout the calendar year (even after the shift bid process) shall be requested through the chain of command with a minimum of five (5) days' notice on a first come first serve basis and shall be approved or denied based on coverage. Seniority consideration will be under the same terms as described in section 12.2 (a).

12.3 **Annual carryover of vacation leave:**

Current employees: Employees hired after October 13, 2017, will only be allowed to carry over fifteen (15) vacation days per calendar year and will forfeit any amount of days earned for that year that were not used during that calendar year.

12.4 **Banked vacation leave upon termination (either by resignation, voluntary or involuntary termination or death of employee):**

Current employees: payout of all banked vacation time. In the event of death, the employee's beneficiary shall be entitled to receive payment of all the vacation time.

Employees hired after ratification: payout of up to 30 days' vacation time at the employees current straight time rate of pay. In the event of death, the employee's beneficiary shall be entitled to receive payment of up to thirty (30) days of the vacation

time.

12.5 Annual cash out of vacation leave:

Current employees: employees will be allowed to cash out up to a maximum of 80 hours of vacation leave at their straight time rate of pay per fiscal year. The cash in request must be submitted to Human Resources no later than July 1st of the current fiscal year in order to be paid for said cash in request during the month of October and November of the following fiscal year.

ARTICLE 13 - LEAVES AND ATTENDANCE (Not Vacation or Sick)

- 13.1 Employees are required to be in attendance at their work in accordance with administrative regulations and rules. Irregular attendance of any kind and/or tardiness, or failure to record tardiness of absences shall be considered in making efficiency ratings; and when persistently indulged in shall may justify removal.
- 13.2 Employees are required to report absences from duty, not previously arranged, to their department head or a designated superior within one (1) hour before their work day begins, each day such absence occurs. If the absence is expected to be of considerable duration, it shall be reported as specified the first day, together with a statement of approximate length of time such absence is expected to continue. Cases of absences for which compensation is claimed shall be investigated by the Village Manager and the report of a registered physician of his selection may be required, certifying that the employee was unable during the entire absence to perform the duties of his position. Any absence from duty of an employee under provisional appointment or probationary appointment, except for injury service connected, shall be without compensation.
- 13.3 Permanent employees in the classified service shall be entitled up to five (5) days bereavement leave with pay upon the death of a member of the employee's immediate family, i.e., spouse, domestic partner, child, brother, sister, parent, grandparent or other relative living in the same household. Such leave shall not be charged against vacation or sick leave.
- 13.4 Whenever any full time probationary or permanent status employee sustains an on-the-job injury, he or she shall be cleared at full pay benefits for period not to exceed six (6) months, unless extended by the Village Manager for a period not to exceed an additional three (3) months. The Village Manager has the right to have the employee examined by

the Village doctor prior to the approval of any pay benefits. Any Workers' Compensation checks received by the employee, during the period the employee is being carried by the Village as full pay and benefits, shall be endorsed to the Village. In considering whether to award the above-described additional three (3) months of pay and benefits the Village Manager shall consider the following: The employee's length of service and past accident and on-the-job injury record. Any and all written safety rules and regulations of the Village; and all pertinent facts and information concerning the injury sustained including a written determination as to whether or not the employee was involved in any activity not connected with the performance requirements of the employee's position; and copies of all pertinent medical reports prepared by the employee's treating physician

- 13.5 A leave of absence without pay for periods not longer than twelve (12) working days, may be granted to permanent employees within the classified service. Such actions shall be reported to the Village Manager. Leave of absence of longer duration; but not to exceed six (6) months, may be granted. Whenever granted, such leaves shall be in writing and signed by the department head with notification to Village Manager. Among the circumstances deemed proper for granting such leaves shall be military service, temporary disability, study or training, and maternity,
- 13.6 Upon expiration of properly approved leave without Compensation, the employee shall be reinstated to the position held at the time that leave was granted. Upon the request of the employee such leave may be extended by the administration or, in exceptional circumstances, such leave may be canceled at any time and the employee ordered to report back to his duties within a reasonable time.
- 13.7 The Employer will grant employees leaves of absence for military duties as dictated by

the requirements of state and federal laws. Employees who by reason of membership in the United States Military Reserve or the National Guard, and who, by the appropriate authority are ordered to full-term active duty, short-term active duty, weekend drills, or summer training shall be granted leave with pay for such training not to exceed thirty (30) working days annually. Such military leave shall be without loss of personal leave, pay, time, or efficiency rating, on all days during which employees are engaged in training ordered under the provisions of the United States military or naval training regulations for such personnel when assigned to active or inactive duty. Military leaves in excess of thirty (30) working days will be granted in accordance with federal law and may be leave without pay. Employees entitled to such military leave shall not lose the rank, grade, rating, or seniority held at the time such leave is granted except as may be authorized by state and federal law. Employees requesting military leave are responsible for notifying the appropriate Department Head as soon as possible of the dates for the military leave and to provide an official set of orders, or other documentation of the training, as soon as practicable.

ARTICLE 14 - SICK & COMPENSATORY LEAVE

- 14.1 Sick leave shall be granted to employees for absences because of personal illness or physical disability resulting in the incapacity of the employee to perform the regular duties of his position and not arising from a service-connected injury or accident. Sick leave shall also be used for purposes of undergoing and recovery arising from medical, dental or optical treatments and examinations (elective examinations with prior Department approval).
- 14.2 Sick leave is granted to an employee at the rate of 8 (eight) hours a month. Rate granted will depend on the shift employee works; totaling up to twelve (12) days per year.
- 14.3 **Sick leave Accumulation:**
- Current employees:* can accumulate sick leave hours with no cap
- Employees hired after ratification:* can accumulate up to a maximum of 960 hours.
- 14.4 Banked sick leave when employment ceases:
- Current employees:* if over four (4) years of employment with the Village, will be paid out only up to a maximum of 960 hours at their straight time rate of pay regardless of how many hours in their bank. If under four (4) years of service they will not be paid out on any banked time upon their departure of employment. *Employees hired after ratification:* if over four (4) years of employment with the Village, will be paid out only up to a maximum of 480 at 50% of their rate of pay regardless of how many hours in their bank. If under seven four (4) y e a r s of service or termination for cause, the employee will not be paid out on any banked time upon their departure of employment.
- 14.5 **Annual cash out of sick leave:**

Current employees: employees with more than 400 hours of banked sick leave will be allowed to cash out up to a maximum of 80 hours of sick leave at their straight time rate of pay per fiscal year. The cash in request must be submitted to Human Resources no later than July 1st of the current fiscal year in order to be paid for said cash in request during the month of October and November of the following fiscal year.

- 14.6 Sick leave requested by an employee may be verified by the employee's supervisor; The Village Manager may require an employee utilizing sick leave to present a written doctor's statement authenticating the necessity for the use of sick leave. If the doctor's statement is requested, the Village will be responsible for payment of any charge for such statement not covered by health insurance.
- 14.7 An employee on sick leave during a holiday, will be paid for the straight holiday only (i.e.; 8 hours) and will not be deducted sick time from their sick bank.
- 14.8 Employees may at their discretion choose to receive compensatory pay in lieu of overtime pay; up to one hundred and forty four (144) hours may be placed in a compensatory leave bank by the employee. If an employee has already reached the 144 max hours of compensatory time in their compensatory bank, that employee may not earn new compensatory time until they fall below the 144 hour max. Compensatory time cannot be received in lieu of holiday pay. Employees may cash in up to eighty (80) hours of compensatory leave at their straight time rate of pay per fiscal year.

ARTICLE 15 - WORK EQUIPMENT

- 15.1 Employees who are required to wear a Village issued uniform, are expected to be in a clean work uniform every day and should notify their supervisor in advance of any uniform replacements needed due to wear and tear.
- 15.2 Employees will be provided with a shoe stipend of two hundred dollars (\$200.00) annually (by November 1st of each year) for the purchase of steel toe work boots (if in Public Works Department) or general work shoes for members of other departments.
- 15.3 Employees who are provided a cell phone for use during working hours, are required to be responsive and answer their Village phone calls and emails during working hours in order to facilitate working communications with their fellow co-workers and supervisors
- 15.4 Employees who are provided a work vehicle are expected to notify their supervisor of any maintenance issues needed on the vehicle in order to preserve the vehicles functionality. The supervisor will regularly inspect the vehicle to ensure that the employee is taking care of the vehicle, if the supervisor finds that an employee's assigned vehicle is neglected and messy, use of the vehicle to that employee may be prohibited. Employees driving a Village vehicle are to refrain from un-safe driving practices in accordance with all Village, State and Local laws regarding the operation of a motor vehicles. Excessive on the job driving accidents of which the employee is at fault, may be subject to discipline.

ARTICLE 16 - HOURS OF WORK AND OVERTIME

- 16.1 The Village will establish whatever workday and work week it deems appropriate, in its sole and exclusive discretion. The Village Manager at his discretion may implement eight (8) hour shifts or ten (10) hour shifts. However, in the case of a regular or non-temporary change, the Village agrees that it will attempt to provide seven (7) calendar days' notice to affected employees before any such change takes effect, unless otherwise agreed to or in emergency situations.
- 16.2 Employees covered by this Agreement shall receive compensation at the rate of one and one half (1 1/2) time their regular rate of pay for all hours actually worked in excess of forty (40) hours in a week. Vacation leave is the only type of leave that will count as hours actually worked for overtime pay purposes; any other types of leave (sick, comp, holiday etc.) will not count towards hours worked for overtime pay purposes. This article is intended to be construed only as a basis for calculation of overtime and shall not be construed as a guarantee of hours of work per day or per week
- 16.3 An employee who is called to work outside the employee's regular work schedule shall receive call-out pay, call out pay is a total of four (4) hours pay, at either straight pay or time and one half, depending on the employee's actual hours worked in a workweek; provided such work does not immediately precede or immediately extend the employee's regularly assigned work shift. Moreover, employees called out more than one (1) time on the same day will receive pay for each call out time unless the call out times overlap. Dispatch employees who work the afternoon shift (3pm-11pm) will receive a 2% shift differential for each hour worked on that shift and dispatchers who work the midnight shift (11pm-7am) will receive a 4% shift differential. The shift differential follows the shift, not the employee. The employee will not receive shift differential for

shift exchanges.

16.4 On Call Duty

- (a) Any employee who is required by the Employer to be on on-call duty will receive standby compensation as provided in this Article.
- (b) For the purpose of this Article, an employee is on on-call duty if the employee has been directed to carry an employer furnished electronic paging device, mobile telephone or leave a telephone number so the employee can be reached. The employee is required to return the call no later than 15 minutes after the employee is contacted and the employee must be available to return to work within reasonable time. Employees who merely carry electronic paging devices, but who are not required to be available to return to work within a reasonable time if called, are not on call.
- (c) The rate of on-call compensation shall be twenty dollars (\$20.00) for each day during the week Monday thru Friday that the employee is on standby. The rate of standby compensation for weekends and holidays shall be thirty dollars (\$30.00) for Saturday, thirty dollars (\$30.00) for Sunday and thirty dollars (\$30.00) for holidays. On-call pay shall be paid no later than the end of the first pay period after the pay period in which earned.
- (d) Employees may arrange substitution of on-call duty among themselves, provided the substitution is approved by Management.
- (e) The Village agreed that employees who are "on-call" may take home a Village vehicle with approval by management.
- (f) Employees are authorized to utilize the Village vehicle during their lunch period.

Accordingly they are permitted to operate the Village vehicle outside of the Village limits during this time. However, it shall be the responsibility of the employee to return to the Village in a timely manner.

- (g) Pursuant to Federal Employment Guidelines, employees shall be entitled to one 15-minute break in the morning and one 15-minute break in the afternoon.

16.5 Those Public Works Employees who were hired before ratification of this contract and who are responsible for the collection and disposal of garbage shall be assigned to a fluctuating hours schedule as determined by their supervisor. Generally, the hours will be between 6:00 a.m. and 6:00 p.m. Those employees on this task schedule will have hours and days of work that fluctuate week to week. The day's assignment will be the employees' normally assigned route or the amount of work that a normal collection crew, working at a normal pace, could accomplish within a normal work day. Once the employee completes their assigned task, they are released from duty. If it is required that the employee remain on duty past the completion of their regularly assigned task schedule, the employee will be entitled to overtime pay (time and one half of their straight time rate of pay) for each hour worked that day. Any employee hired after ratification of this contract who is responsible for the collection and disposal of garbage will be on a 40 hour work week schedule not a task schedule.

ARTICLE 17-INSURANCE

- 17.1 The Village will provide major medical and health insurance benefits to the members of the bargaining unit. The Village agrees to pay the entire amount of the premium for the employee coverage; and the Village will pay sixty percent (60%) of the cost for dependency coverage. For all employees who are covered under the Village's medical insurance plan, the Village will pay the employee up to four hundred dollars \$400 per month or the actual cost for such employees to participate in their spouses or partners medical insurance whichever is less. The employee upon making such request and each September or upon a spouses change in coverage status or cost, must provide Human Resources with a copy of the updated insurance card and proof of the actual cost of the medical insurance before they are considered eligible for reimbursement by the Village
- 17.2 The Village shall provide a minimum of \$75,000 life insurance coverage for each member of the bargaining unit during the term of employment. If during the term of employment, the insurable amount of the employee is reduced due to age, the Village will provide a supplement to the employee to make them whole up to the \$75,000 either by obtaining a private insurance or through self-insurance.
- 17.3 The parties agree to continue to explore the needs for any changes of insurance carrier giving the employees the option of utilizing the major medical and health insurance benefits provided by the Village or through the Union. The Village Manager's decision on these issues shall be final.

ARTICLE 18 - SAFETY AND HEALTH

- 18.1 The Employer and the Union agree that they will conform to all laws relating to safety, health, sanitation and working conditions. The Employer and the Union will cooperate in the continuing objective of eliminating safety and health hazards where they are shown to exist.
- 18.2 Safety practices may be improved upon from time to time by the Employer and upon recommendations of the Employer and the Union. Protective devices, apparel, and equipment, when provided by the Employer must be used and any failure to obey safety regulations or to use safety devices shall result in disciplinary action, up to and including discharge.
- 18.3 The Employer agrees to provide hepatitis and tetanus immunization to employees within the bargaining unit subject to the approval of the appropriate Department Head. Employees who do not wish to receive the hepatitis and/or tetanus immunization shots will be required to sign a refusal waiver to this effect.

ARTICLE 19-BULLETIN BOARDS

- 19.1 The Union shall be permitted to use space on bulletin boards at work reporting locations where employees covered by this Agreement work.
- 19.2 The Union agrees it shall use the space on the bulletin board provided for herein only for the following purposes; notices of union meetings, notices of internal elections for union offices, reports of union committees, policies of the Union, recreation and social affairs.

ARTICLE 20-MILEAGE ALLOWANCE

20.1 Employees directed by the appropriate Department Head or his designee to use their private automobiles for Village business, shall be compensated at the rate established per mile by the I.R.S. Employees may not claim mileage for their regular commute to and from work.

ARTICLE 21 - EDUCATIONAL ASSISTANCE

21.1 The Village, in its efforts to encourage its bargaining unit members to acquire a greater knowledge of the more complex areas pertaining to their field of work, agrees to bear the cost of tuition and tests for specialized educational courses to better equip the employee for the performance of the particular job and/or position in which they are employed. Maximum limitation on reimbursement shall be three thousand dollars (\$3,000.00) per individual per fiscal year, as follows:

<u>Grade</u>	<u>% of Benefit Available</u>
A	100%
B	80%
C	70%

21.2 Every application for educational assistance shall be submitted on the form prescribed and attached hereto as Appendix B. Each application is subject to the approval of the Human Resource Director and the Village Manager prior to said course starting. To qualify for this assistance, courses must be relevant to the your Village job function

21.3 Reimbursement as outlined in Subsection 1 (above) shall be made, provided the course has been successfully completed.

21.4 Employees utilizing educational assistance must remain with the Village for a period of at least one year following completion of the reimbursed course, or said monies must be repaid to the Village (amount will be deducted from final pay).

ARTICLE 22 – COMPENSATION

22.1 During the term of this Collective Bargaining Agreement the following wage increase shall be implemented:

22.2 LONGEVITY: All permanent employees shall receive longevity according to the following schedule:

At year 5 to year 7	\$300/yr.
At year 8 to year 12	\$500/yr.
At year 13 to year 16	\$1000/yr.
At year 17 and each year over	\$1500/yr.

Longevity payments shall be made on an employee's anniversary date and in a lump sum.

22.3 **COLA & MERITS**

22.3(a): Fiscal Year 2019 2020

Employees covered under this agreement shall receive a 2% percent pay increase, effective immediately upon ratification of this agreement and retroactive to the second pay period in October 2019.

22.3(b): Fiscal Year 20-21

There shall be no across-the-board wage increase and the value of each step in the pay grades shall remain unchanged for Fiscal Year 2020-2021. Employees who are not topped off in the pay plans for fiscal year 2020-2021 will be eligible (based upon a successful merit evaluation) to receive a step increase on their anniversary date. An employee who receives a successful merit evaluation will move up one (1) step. An employee who does

not receive a successful merit evaluation will remain at his current step until the next year's merit evaluation. An employee who is topped out in his pay grade is not eligible for any further merit increases.

22.3(c) Fiscal Year 21-22: ~~The parties have agreed to leave the opportunity for a reopener in this Section of the Agreement for negotiations regarding wages for fiscal year 2021-2022. In order to re-open this section of the Agreement, the party electing to reopen this Section must send written notice of the intent to reopen this section between the dates of March 1, 2021 and March 30, 2021. If written notice has not been received by either party within this period of time, then there shall be no across the board wage increase and the value of each step in the pay grades shall remain unchanged for fiscal year 2021-2022. Employees covered under this agreement shall receive a 1.9% percent pay increase, retroactive to the second pay period in October 2021. Employees who are not topped off in the pay plans for fiscal year 2021-2022 will be eligible (based upon a successful merit evaluation) to receive a step increase on their anniversary date. An employee who receives a successful merit evaluation will move up one (1) step. An employee who does not receive a successful merit evaluation will remain at his current step until the next year's merit evaluation. An employee who is topped out in his pay grade is not eligible for any further merit increases.~~

22.4 Entrance Salary Determination:

- (a) Initial appointment to any position shall normally be made at the entrance rate of pay established for the position and advancement from the entrance rate to maximum rate shall be merit based within the set pay grade. Upon recommendation from the Department Head, the Village Manager may approve

the hire of a new employee at a rate of pay above the starting rate of pay.

22.5 Lateral Transfers: When an employee is either recruited to or assigned another job within the same salary grade and with essentially the same job responsibility level, they will remain at their current salary level and salary grade to which they are currently assigned.

22.6 Promotion: A promotion is the advancement of an employee from their current position to another open job, with greater responsibilities, in a higher pay grade. The promotion is based on documented, demonstrable increase in the scope of work. The granting of a different title alone, without a change in pay grade, does not warrant a promotional salary increase.

(a) Salary Adjustment: An employee who receives a promotion to a higher salary grade (either by taking on a new position or the employee's current position is reclassified to a higher salary grade) should receive a salary increase at the time the promotion becomes effective, to at least the minimum of their new pay range. Salaries will not be adjusted or any differential paid for any additional certifications or licenses received or already held while employed (i.e. CDL license).

22.7 Demotion: Demotions are defined as reductions in job duties and responsibilities that result in a salary grade reduction.

(a) When an employee is demoted to his former class during the probationary period following a promotion, his pay shall be restored to the rate in effect prior to the promotion, as though a promotion had not been granted. In the event an employee is demoted during his probationary period, he shall be eligible for any increases he normally would have received had he not been promoted.

- (b) A permanent employee, when demoted for cause, shall have his rate of pay in the lower class set by the Employer. His adjusted rate of pay shall be no lower than his pay status in that class prior to promotion.
- (c) Should the demotion be the result of non-disciplinary action (e.g., a reduction in force), the demoted employee shall receive the rate in the lower position classification pay range, which provides the smallest possible decrease in pay. Employees demoted for non-disciplinary reasons shall if possible be reassigned to other duties commensurate with his/her qualifications for the position. The Employer will make a reasonable effort to reassign the employee in accord with the provisions in this section.

22.8 Any employee covered by this Agreement who is required by the appropriate Department Head or his designee to perform duties that are of a higher pay grade than their assigned pay grade (i.e. sanitation truck driver- pay grade 3 is asked to perform duties of a sewer utility worker- pay grade 5) will receive a 5% pay differential if they are required to perform those duties for at least eight (8) hours or one full work day.

22.9 Those employees required to perform other duties that are associated with a pay grade lower than their assigned pay grade will not receive any differential pay for the duties performed for the lower pay grade's position. All public works employees are expected to contribute to the cleanliness and organization of the public works yard and surrounding areas. Any work required of any employee for general organization and cleanliness of the Public Works facilities is not considered a job that is not part of your job description. It is important to note that a dispatch employee (other than the position of Dispatch Supervisor) may be eligible to receive a 5% pay differential if they are assigned duties to train a new dispatch employee. However, if the person training is already receiving a 5%

pay differential for acting in the capacity as dispatch supervisor then they are only eligible to receive the 5% pay differential for acting supervisor and they are not eligible for any other training pay differential.

ARTICLE 23-ALCOHOL AND DRUG TESTING

- 23.1 The Village and the Union recognize that employee substance and alcohol abuse may have an adverse impact on Village government, the Department's operations, the image of Village employees, and the general health, welfare and safety of the employees and the general public at large. Therefore, the parties agree that the Department shall have the right and authority to require employees to submit to toxicology and alcohol testing designed to detect the presence of any controlled substance, narcotic drug, steroids, performance enhancing drugs or alcohol. The Village may utilize urine and possibly blood,-samples for any of the testing performed. Testing for alcohol shall be by breath testing unless the employee is or claims to be unable to provide an adequate sample; in such a case, a blood test will be performed. Any refusal by an employee to consent to the blood test will result in a positive result.
- 23.2 The Village has the absolute right to randomly test any bargaining unit member for the existence of alcohol, illegal drugs, performance-enhancing drugs or other controlled substances. The selection of an employee for random testing shall be made by a scientifically valid method, such as a random number table, or a computer based random number generator that is matched with employees' payroll identification numbers or other comparable identification number. Under the selection process used, each employee shall have an equal chance of being tested each time selections are made.
- 23.3 The Village requires all employees to submit to post accident drug testing no later than 24 hours after a job related accident. When a job related accident occurs, drug testing will be conducted when: (1) the accident results in a fatality; or (2) the accident is non-fatal, but results in severe injuries which require the transportation of an injured person to a medical facility or if a vehicle that is involved in the accident incurs disabling damage

that requires towing from the site.

23.4 In addition, the Village may require an employee to submit to such a test if the employee's immediate supervisor and the Village Manager or his designee have a reasonable belief that the employee is under the influence of such substances, suffers from substance or alcohol abuse, or is in violation of the Village's Personnel Rules, or Departmental Rules and Regulations regarding the use of such substances. Reasonable belief includes, but is not limited to, the following:

- a. Observable phenomena while at work, such as direct observation of drug use or the physical symptoms or manifestations of being under the influence of a drug, controlled substance or alcohol;
- b. Abnormal conduct or erratic behavior while at work or a general deterioration in work performance;
- c. A report of an employee using drugs, controlled substances or alcohol, provided by a reliable and credible source;
- d. Evidence that an individual has tampered with a test administered under this Article during his employment with the Village;
- e. Information that an employee has caused, or contributed to, an accident while at work, or has suffered an injury on-the-job; or
- f. Evidence that an employee is using, consuming, possessing, soliciting, buying, selling or being under the influence of alcohol, drugs or controlled substances while at work, or has used or consumed drugs or controlled substances (unless prescribed by a physician) on or off duty, or has used or consumed alcohol on duty.

23.5 It is understood by the parties that the aforementioned authority to require an employee to submit to such testing must be approved by the Village Manager, if available, or his designee within the Department or Village. It is also understood and agreed that the tests conducted under this Article shall be administered in a purely employment context only as part of the Village's legitimate inquiry into the use of any controlled substance, narcotic drug, steroids, performance enhancing drugs or alcohol by its employees.

- 23.6 An employee required to submit to a mandatory test for the presence of alcohol, steroids, performance enhancing drugs or illegal drugs shall be entitled to have a Union or other employee representative present when the breath analysis is conducted or the urine specimen is obtained. It is agreed and understood that the breath analysis test will not be delayed longer than one (1) hour.
- 23.7 All tests shall be analyzed in medical laboratories mutually agreed to by the Village and the Union, using recognized technologies. In the event an employee's test results are positive, a second test, utilizing a comparable recognized testing method shall be conducted on the same specimen to verify the initial test results. Copies of the test results shall be made available to the employee, upon the employee's request, as soon as possible after the Human Resources Department receives the results of the testing from the laboratory. Additionally, upon request, the employee shall be given a sample of the specimen tested. The results of such tests may result in referral for rehabilitation or counseling or, where appropriate, disciplinary action, up to and including dismissal in accordance with the applicable provisions of the Village Code, the Village Personnel Rules, and/or the Departmental Rules and Regulations, The employee may grieve the discipline through the contract grievance procedure.
- 23.8 The parties agree that any employee refusing to submit to toxicology, alcohol, steroid, performance enhancing drug testing conducted in accordance with the provisions of this Article may result in disciplinary action being taken against the employee up to and including dismissal.

ARTICLE 24–SENIORITY

- 24.1 Seniority shall be defined as the length of continuous full-time employment with the Employer. Seniority shall be acquired by a full-time employee after satisfactory completion of a twelve (12) month probationary period, at which time seniority shall be retroactive to the first day of employment. If the employee is hired on the same date, seniority will be determined by the date of the submission of the employee's employment application. If more than one (1) employee is hired on the same day, seniority shall be determined by date and time of the submittal of the employment application with the earliest date and time for the application having the most seniority or in the alternative if seniority cannot be determined through the employment application then seniority will be determined by the employee's day (1-31) of birth, with the employee with the lowest numeric day of birth having the most seniority.
- 24.2 In the event of a lay-off or reduction in force, employees shall be laid off in the inverse order of seniority within job classes. Employees laid off shall have the right to bump or replace an employee with less seniority in a lower classification for which the employee is qualified, provided said employee has previously held such a position within the Village and can perform the established functions of the current job description.
- 24.3 Seniority shall accumulate during periods of approved leave of absence where the employee remains in a pay status. Seniority is not broken when an employee is on an approved leave of absence without pay, but seniority does not accumulate during this period
- 24.4 Seniority shall be broken when an employee:
- (a) Resigns or is suspended by a continuous period of time that exceeds 10 work days.
 - (b) Is discharged for just cause;
 - (c) Exceeds an authorized leave of absence.

ARTICLE 25 -JOB QUALIFICATIONS AND PROMOTIONS

- 25.1 Whenever a job opening occurs, other than a temporary opening, any existing job classification, or as the result of the development or establishment of a new job classification, a notice of such opening shall be posted at least five (5) calendar days in advance on all appropriate bulletin boards. A copy of the notices of job openings will be given to the appropriate union steward at the time of posting for posting on all other authorized bulletin boards.
- 25.2 For the purpose of this Agreement, a vacancy shall be defined as an opening within a classification included in the bargaining unit (Exhibit A) for which funds have been appropriated.
- 25.3 Whenever a vacancy is posted, employees desiring to be considered for such vacancy shall make written application for the position on a Village Employment Application no later than the date and time indicated as the closing date/time set forth on the posted vacancy announcement all bargaining unit applicants shall be interviewed prior to filling the vacancy
- 25.4 Nothing in this Article shall be construed as precluding employees within the bargaining unit from applying for other vacant positions within the Village.

ARTICLE 26 - SEVERABILITY

26.1 In the event any Article, Section or portion of this Agreement should be held invalid and unenforceable by any court of competent jurisdiction such decision shall apply to the specific Article, Section or portion thereof specified in the court's decision; and upon issuance of such decision, the Employer and the Union agree to immediately negotiate a substitute for the invalidated Article, Section or portion thereof.

ARTICLE 27 – ENTIRE AGREEMENT

27.1 The parties acknowledge that during negotiations which resulted in this Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter not removed by law from the area of collective bargaining and that the understandings and agreements arrived at by the parties after the exercise of that right and opportunity are set forth in this Agreement. Therefore, the Employer and the Union for the duration of this Agreement each voluntarily and unqualifiedly waives the right, and each agrees that the other shall not be obligated to bargaining collectively with respect to any subject or matter not specifically referred to or covered in this Agreement, even though such subjects or matters may not have been within the knowledge or contemplation of either or both of the parties at the same time they negotiated or signed this Agreement.

ARTICLE 28 - DURATION OF AGREEMENT

28.1 This Agreement shall commence and become effective upon ratification by the union and the Village except for Article 21.3 (Compensation) which shall be effective October 1, 2019, and shall continue in full force and effect until midnight of the thirtieth day of September 2022. If either party desires to negotiate a successor agreement, it may do so by giving the other party written notice to that effect. If negotiations for a successor agreement extend beyond September 30, 2022, then the provisions of this Agreement will remain in full force and effect until a successor agreement is ratified.

**SIGNATURE
PAGE**

IN WITNESS THEREOF, the parties have caused this agreement to be signed in their respective names and by their respective representatives and have executed this Agreement this _____ day of _____, ~~2020~~ 2022.

FOR THE VILLAGE:

FOR THE UNION:

Ralph Rosado
Village Manager
North Bay Village

~~Vincent Castiglia~~
Sean Kelly
FOPA Representative

ATTEST:

Carla Gomez
Assistant Village Manager &
Human Resources Director
North Bay Village

~~Mario Diaz~~
Chief of Staff
~~North Bay Village~~

Approved as to
Form:

~~Daniel Espino, Esq.~~
Haydee Sera, Esq.
Village Attorney

EXHIBIT A - JOB DESCRIPTIONS, PAY PLANS

Position	Pay Grade
Postal Clerk, Documents Clerk	1
Multi-Task Clerical Specialist	2
Sanitation Utility Worker	2
Maintenance Utility Worker	2
<u>PSA</u>	2
Dispatcher	3
Sanitation Truck Driver	3
Building Clerk	4
General Utility Worker	4
Accountant	5
<u>PSA</u>	<u>5</u>
Water Utility Worker	5
Sewer Utility Worker	5
Building Supervisor	6
Dispatch Supervisor	6

~~The parties have agreed to leave the opportunity for a reopener in this Article of the Agreement for negotiations regarding starting pay grade for the PSA position for fiscal year 2021-2022. In order to re-open this Article of the Agreement, the party electing to reopen this Article must send written notice of the intent to reopen this Article between the dates of March 1, 2021 and March 30, 2021. If written notice has not been received by either party within this period of time, then there shall be no changes to the pay plan for the PSA position for fiscal year 2021-2022.~~

Pay Scale for Fiscal Year 19-20 (2% COLA)

FY 2019- 20	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
Pay Grade 1							
Annual	\$34,134.42	\$35,841.45	\$37,633.57	\$39,515.00	\$41,491.07	\$43,565.57	\$45,743.82
Hourly	\$16.41	\$17.23	\$18.09	\$19.00	\$19.95	\$20.94	\$21.99
Pay Grade 2							
Annual	\$35,841.45	\$37,633.56	\$39,515.00	\$41,491.07	\$43,565.57	\$45,743.82	\$48,031.11
Hourly	\$17.23	\$18.09	\$19.00	\$19.95	\$20.94	\$21.99	\$23.09
Pay Grade 3							
Annual	\$39,515.00	\$41,491.07	\$43,565.57	\$45,743.82	\$48,031.11	\$50,432.55	\$52,954.28
Hourly	\$19.00	\$19.95	\$20.94	\$21.99	\$23.09	\$24.25	\$25.46
Pay Grade 4							
Annual	\$43,565.57	\$45,743.82	\$48,031.11	\$50,432.55	\$52,954.28	\$55,602.04	\$58,381.97
Hourly	\$20.94	\$21.99	\$23.09	\$24.25	\$25.46	\$26.73	\$28.07
Pay Grade 5							
Annual	\$45,743.82	\$48,031.11	\$50,432.55	\$52,954.28	\$55,602.04	\$58,381.97	\$61,301.08
Hourly	\$21.99	\$23.09	\$24.25	\$25.46	\$26.73	\$28.07	\$29.47
Pay Grade 6							
Annual	\$58,381.97	\$61,301.08	\$64,365.95	\$67,584.41	\$70,963.93	\$74,547.68	\$78,237.55
Hourly	\$28.07	\$29.47	\$30.95	\$32.49	\$34.12	\$35.84	\$37.61

Pay Scale for Fiscal Year 20-21 (No Wage Increase)

FY 2020- 21	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
Pay Grade 1							
Annual	\$34,134.42	\$35,841.45	\$37,633.57	\$39,515.00	\$41,491.07	\$43,565.57	\$45,743.82
Hourly	\$16.41	\$17.23	\$18.09	\$19.00	\$19.95	\$20.94	\$21.99
Pay Grade 2							
Annual	\$35,841.45	\$37,633.56	\$39,515.00	\$41,491.07	\$43,565.57	\$45,743.82	\$48,031.11
Hourly	\$17.23	\$18.09	\$19.00	\$19.95	\$20.94	\$21.99	\$23.09
Pay Grade 3							
Annual	\$39,515.00	\$41,491.07	\$43,565.57	\$45,743.82	\$48,031.11	\$50,432.55	\$52,954.28
Hourly	\$19.00	\$19.95	\$20.94	\$21.99	\$23.09	\$24.25	\$25.46
Pay Grade 4							
Annual	\$43,565.57	\$45,743.82	\$48,031.11	\$50,432.55	\$52,954.28	\$55,602.04	\$58,381.97
Hourly	\$20.94	\$21.99	\$23.09	\$24.25	\$25.46	\$26.73	\$28.07
Pay Grade 5							
Annual	\$45,743.82	\$48,031.11	\$50,432.55	\$52,954.28	\$55,602.04	\$58,381.97	\$61,301.08
Hourly	\$21.99	\$23.09	\$24.25	\$25.46	\$26.73	\$28.07	\$29.47
Pay Grade 6							
Annual	\$58,381.97	\$61,301.08	\$64,365.95	\$67,584.41	\$70,963.93	\$74,547.68	\$78,237.55
Hourly	\$28.07	\$29.47	\$30.95	\$32.49	\$34.12	\$35.84	\$37.61

Pay Scale for Fiscal Year 21-22 (1.9% COLA)
NO PAY ADJUSTMENT UNLESS A WAGE RE-OPENER REQUESTED BY
EITHER PARTY BETWEEN MARCH 1 — MARCH 30, 2021, AS REQUIRED
IN ARTICLE 22.3(e)

FY 2021- 22	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
Pay Grade 1							
Annual	\$34,134.42 <u>\$34,782.97</u>	\$35,841.45 <u>\$36,522.44</u>	\$37,633.57 <u>\$38,348.61</u>	\$39,515.00 <u>\$40,265.79</u>	\$41,491.07 <u>\$42,279.40</u>	\$43,565.57 <u>\$44,393.32</u>	\$45,743.82 <u>\$46,612.95</u>
Hourly	\$16.41 <u>16.72</u>	<u>\$17.23</u> <u>\$17.56</u>	<u>\$18.09</u> <u>\$18.43</u>	<u>\$19.00</u> <u>\$19.36</u>	<u>\$19.95</u> <u>\$20.33</u>	<u>\$20.94</u> <u>\$21.34</u>	<u>\$21.99</u> <u>\$22.41</u>
Pay Grade 2							
Annual	\$35,841.45 <u>\$36,522.44</u>	\$37,633.56 <u>\$38,348.60</u>	\$39,515.00 <u>\$40,265.79</u>	\$41,491.07 <u>\$42,279.40</u>	\$43,565.57 <u>\$44,393.32</u>	\$45,743.82 <u>\$46,612.95</u>	\$48,031.11 <u>\$48,943.70</u>
Hourly	\$17.23 <u>\$17.56</u>	<u>\$18.09</u> <u>\$18.43</u>	<u>\$19.00</u> <u>\$19.36</u>	<u>\$19.95</u> <u>\$20.33</u>	<u>\$20.94</u> <u>\$21.34</u>	<u>\$21.99</u> <u>\$22.41</u>	<u>\$23.09</u> <u>\$23.53</u>
Pay Grade 3							
Annual	\$39,515.00 <u>\$40,265.79</u>	\$41,491.07 <u>\$42,279.40</u>	\$43,565.57 <u>\$44,393.32</u>	\$45,743.82 <u>\$46,612.95</u>	\$48,031.11 <u>\$48,943.70</u>	\$50,432.55 <u>\$51,390.77</u>	\$52,954.28 <u>\$53,960.41</u>
Hourly	\$19.00 <u>\$19.36</u>	<u>\$19.95</u> <u>\$20.33</u>	<u>\$20.94</u> <u>\$21.34</u>	<u>\$21.99</u> <u>\$22.41</u>	<u>\$23.09</u> <u>\$23.53</u>	<u>\$24.25</u> <u>\$24.71</u>	<u>\$25.46</u> <u>\$25.94</u>
Pay Grade 4							
Annual	\$43,565.57 <u>\$44,393.32</u>	\$45,743.82 <u>\$46,612.95</u>	\$48,031.11 <u>\$48,943.70</u>	\$50,432.55 <u>\$51,390.77</u>	\$52,954.28 <u>\$53,960.41</u>	\$55,602.04 <u>\$56,658.48</u>	\$58,381.97 <u>\$59,491.23</u>
Hourly	\$20.94 <u>\$21.34</u>	<u>\$21.99</u> <u>\$22.41</u>	<u>\$23.09</u> <u>\$23.53</u>	<u>\$24.25</u> <u>\$24.71</u>	<u>\$25.46</u> <u>\$25.94</u>	<u>\$26.73</u> <u>\$27.24</u>	<u>\$28.07</u> <u>\$28.60</u>
Pay Grade 5							
Annual	\$45,743.82 <u>\$46,612.95</u>	\$48,031.11 <u>\$48,943.70</u>	\$50,432.55 <u>\$51,390.77</u>	\$52,954.28 <u>\$53,960.41</u>	\$55,602.04 <u>\$56,658.48</u>	\$58,381.97 <u>\$59,491.23</u>	\$61,301.08 <u>\$62,465.80</u>
Hourly	\$21.99 <u>\$22.41</u>	<u>\$23.09</u> <u>\$23.53</u>	<u>\$24.25</u> <u>\$24.71</u>	<u>\$25.46</u> <u>\$25.94</u>	<u>\$26.73</u> <u>\$27.24</u>	<u>\$28.07</u> <u>\$28.60</u>	<u>\$29.47</u> <u>\$30.03</u>

Pay Grade 6	\$58,381.97	\$61,301.08	\$64,365.95	\$67,584.41	\$70,963.93	\$74,547.68	\$78,237.55
Annual	<u>\$59,491.23</u>	<u>\$62,465.80</u>	<u>\$65,588.90</u>	<u>\$68,868.51</u>	<u>\$72,312.24</u>	<u>\$75,964.09</u>	<u>\$79,724.06</u>
	\$28.07	\$29.47	\$30.95	\$32.49	\$34.12	\$35.84	\$37.61
Hourly	<u>\$28.60</u>	<u>\$30.03</u>	<u>\$31.54</u>	<u>\$33.11</u>	<u>\$34.77</u>	<u>\$36.52</u>	<u>\$38.32</u>

**MEMORANDUM OF UNDESTANDING BETWEEN
NORTH BAY VILLAGE, FLORIDA
AND THE FRATERNAL ORDER OF POLICE, INC.**

This Memorandum of Understanding (“MOU” or “Agreement”) is entered into this ____ day of March 2022, between North Bay Village, Florida, a Florida municipal corporation (the “Village”), and the Florida State Lodge, Fraternal Order of Police, Inc. (the “FOPA” or “Union”). The Town and the FOPA are collectively referred to as the “Parties.” The Effective Date shall be the date this Agreement is ratified by both Parties, which shall be done last by the Village Commission.

WHEREAS, the Parties have entered into a three (3) year Collective Bargaining Agreement (the “CBA”) that is effective from October 1, 2019 through September 30, 2022, which governs the terms and conditions of employment for FOPA bargaining unit members; and

WHEREAS, Article 11 of the CBA provides FOPA bargaining unit members with three (3) personal days per year, which shall be forfeited if not used within each calendar year; and

WHEREAS, the Village appreciates the hard work and dedication provided by its FOPA bargaining unit personnel; and

WHEREAS, to recognize those efforts, the Village wishes to prospectively provide FOPA bargaining unit personnel with two (2) additional personal days, which shall be forfeited if not used by December 31, 2022, and the approval of which is subject to the discretion of the bargaining unit member’s Department Director, as provided in this MOU; and

WHEREAS, this Agreement shall remain in effect from its Effective Date and shall automatically sunset/terminate, by its terms, on December 31, 2022.

NOW THEREFORE, the Parties agree as follows:

1. The above recitals are true and correct and incorporated herein by reference.
2. The Village agrees to provide each Village employee who works in an FOPA bargaining unit position with two (2) extra personal days, in addition to the three (3) personal days already provided under Article 11 of the CBA, beginning on or after the Effective Date of this Agreement.
3. The Parties agree that the use of these two (2) extra personal days is subject to the discretion of each bargaining unit member’s Department Director, and that the two (2) extra personal days shall be automatically forfeited if they are not used by December 31, 2022.

4. The Parties also agree that this Agreement shall automatically sunset/terminate by its terms on December 31, 2022.
5. The Parties agree that the two (2) extra personal days provided under this Agreement shall not be subject to the grievance or arbitration process of the CBA, but they also agree that any dispute over the extra two (2) personal days or the approval to use either of the two (2) extra personal days shall be taken by the Union to the Village Manager for final resolution of that dispute, which decision shall not be subject to the grievance or arbitration process of the CBA or challenge in any other forum.
6. The Parties agree that this Agreement represents the Parties' entire agreement, and that it cannot be amended or modified without the express written consent of the Parties.
7. This Agreement is based upon the unique facts and circumstances of this particular matter. This Agreement does not establish any precedent, pattern or evidence of past practice for the resolution, disposition or determination of any other matter.
8. The Parties understand and agree that this Agreement will not be effective until it has been fully executed by the Parties and then it shall be ratified by the Union membership and then by Village Commission before it becomes effective. Electronic and facsimile copies of this Agreement shall be considered originals for all purposes, including enforcement.
9. The Parties signify their agreement with this Agreement by affixing their signatures below.

FRATERNAL ORDER OF POLICE, INC.

NORTH BAY VILLAGE

By: _____
 Sean Kelly
 FOP Representative

By: _____
 Carla Maglio-Gomez
 Deputy Village Manager/Human
 Resources Director

Date: _____

Date: _____

Ratified by the Union:

Ratified by Village Commission:



NORTH BAY VILLAGE
EST. 1945

ITEM NO. 11.G

North Bay Village Recommendation Memorandum

DATE: April 12, 2022

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

FROM: Sandra Siefken, Senior Accountant

**SPONSORED
BY:**

SUBJECT:

A RESOLUTION OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, AMENDING THE BUDGET FOR FISCAL YEAR 2021-2022; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

RECOMMENDATION

Approve budget amendment appropriating \$74,868.52 from fund balance to pay property taxes on 1335 Kennedy Causeway, known as the Sakura lot.

BACKGROUND AND ANALYSIS

It recently came to the Village's attention that there were around \$74,868.52 in Property Taxes owed on the two Folios known as the "Sakura" property. In 2018, the Village purchased the "Sakura" property located at 1335 Kennedy Causeway. The property is split between two folios. Folio#23-3209-001-0060 is vacant and the Village is currently using it to park its Police Vehicles, therefore the folio is exempt from Property Tax. Folio #23-3209-001-0061 is not exempt from Property Tax, because the Village currently has a parking lease with Bayshore Yacht & Tennis Club and by law is obligated to pay Property Tax since it is earning income.

The current of balance (2021) of \$18,635.01 must be paid immediately to avoid further penalties and interest. Finance staff, the Village Manager, and the Village Attorneys are all working together with the Miami-Dade County Tax Collector and Miami-Dade Property Appraiser to see if the remaining past due tax bills of \$56,233.51, can be reduced any. Staff recommends the approval of the use of the appropriation of fund balance, not to exceed the \$74,868.52, in order to avoid further fines and interest. Should a discount be given to the Village, the full transfer will not be done.

Discussion of this item will help to make North Bay Village financially safer and more transparent; as such, it promotes the pillar of Efficiency.

Efficiency

North Bay Village seeks to minimize the wasting of materials, energy, efforts, money, and time in doing something or in producing a desired result.

BUDGETARY/FINANCIAL IMPACT (Finance Dept.)

Appropriation of Fund Balance not to exceed \$74,868.52 GL 001.19.519.3891 to pay Property Taxes GL 001.19.519.5130

PERSONNEL IMPACT

NONE

RESOLUTION NO. 2022- _____

A RESOLUTION OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, AMENDING THE BUDGET FOR FISCAL YEAR 2021-2022; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on September 29, 2021, the North Bay Village (the “Village”) Commission adopted Resolution No. 2021-54 approving the budget for fiscal year 2021-2022 (the “Budget”); and

WHEREAS, pursuant to Section 166.241(5), Florida Statutes, the Village Commission may amend a budget at any time within a fiscal year; and

WHEREAS, pursuant to Section 35.21 of the Village Code of Ordinances and Florida Law, the Village Commission desires to amend the Budget consistent with the staff memorandum accompanying this resolution by authorizing the line item transfers as further provided in Exhibit “A” attached hereto and incorporated herein; and

WHEREAS, the Village Commission finds that this Resolution is in the best interest and welfare of the residents of the Village.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, AS FOLLOWS:

Section 1. Recitals. That each of the above-stated recitals are hereby adopted, confirmed, and incorporated herein.

Section 2. Amending Budget. That the Village Commission hereby approves an amendment to the budget by authorizing the line item transfers as further provided in Exhibit “A” attached hereto and incorporated herein.

Section 3. Implementation. That the Village Manager, Village Clerk, and Village Attorney are hereby authorized to take such further action as may be necessary to implement the purpose and provisions of this Resolution.

Section 4. Effective Date. That this Resolution shall be effective immediately upon adoption.

The foregoing Resolution was offered by _____ who moved its adoption. The motion was seconded by _____ and upon being put to a vote, the vote was as follows:

Mayor Brent Latham _____

Vice Mayor Marvin Wilmoth _____

Commissioner Richard Chervony _____

Commissioner Rachel Streitfeld _____

Commissioner Julianna Strout _____

PASSED AND ADOPTED on this _____ day of _____, 2022.

Brent Latham, Mayor

ATTEST:

Debra M. Eastman, MMC
Interim Village Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

Weiss Serota Helfman Cole & Bierman, PL
Village Attorney

Exhibit A
Budget Amendment



NORTH BAY VILLAGE
EST. 1945

**North Bay Village
Budget Amendment Form**

Department	General Government	Date	3/30/2022
-------------------	---------------------------	-------------	------------------

Fund(s) to be changed: General Fund

GL Account	GL Line Item	Transfer to:	Transfer from:
001-00-389-3891	Appropriation of Fund Balance		\$ 74,868.52
001-19-519-5130	Property Taxes	\$ 74,868.52	\$ -
TOTAL (Columns must be equal)		\$ 74,868.52	\$ 74,868.52

Description:
 Pay real estate taxes for Village property lot located at 1335 Kennedy Causeway.
 Property is not tax exempt because we have a parking lease agreement with Bayshore Yacht & Tennis Club Condominium.
 FOLIO # 23-3209-001-0060 amount due **\$16,562.63**
 FOLIO # 23-3209-001-0061 amount due **\$58,305.89**



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Real Estate Account #23-3209-001-0060

Owner:
NORTH BAY VILLAGE

Situs:
1335 79 STREET CSWY
North Bay Village 33141-4001

[Parcel details](#)
[Property Appraiser](#)



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Amount Due

MIAMI-DADE COUNTY TAX COLLECTOR

Notice of Ad Valorem Taxes and Non-ad Valorem Assessments

BILL

AMOUNT DUE

[2018 Annual Bill](#)

\$16,562.63

Account History

BILL	AMOUNT DUE	STATUS		ACTION
2021 Annual Bill ⓘ	\$0.00	Paid		Print (PDF)
2020 Annual Bill ⓘ	\$0.00	Paid		Print (PDF)
2019 Annual Bill ⓘ	\$0.00	Paid		Print (PDF)
2018 ⓘ				
2018 Annual Bill	\$16,562.63	Unpaid		Tax Deed (see 2018)
Tax Deed Application #213353		Applied	07/19/2021	
2017 Annual Bill ⓘ	\$0.00	Paid \$32,180.18	11/16/2017	Receipt #ECHECK-18-018844 Print (PDF)
2016 ⓘ				
2016 Annual Bill	\$0.00	Paid \$32,494.06	11/18/2016	Receipt #0231-17-000152 Print (PDF)
Refund Check #860542		Cleared \$4,105.43	03/07/2017	To EQUITY ONE INC VENDOR 60005564 At 1600 NE MIAMI GARDENS DR NORTH MIAMI BEACH, FL 33179
		Paid \$32,494.06		
2015 ⓘ				
2015 Annual Bill	\$0.00	Paid \$25,607.21	11/17/2015	Receipt #0231-16-000071 Print (PDF)
Refund Check #776783		Cleared \$775.97	08/23/2016	To EQUITY ONE INC At 1600 NE MIAMI GARDENS DRIVE NORTH MIAMI BEACH, FL 33179
		Paid \$25,607.21		
2014 Annual Bill ⓘ	\$0.00	Paid \$23,122.00	11/17/2014	Receipt #0232-15-000505 Print (PDF)
2013 Annual Bill ⓘ	\$0.00	Paid \$20,328.63	11/25/2013	Receipt #0232-14-001532 Print (PDF)
Total Amount Due	<u>\$16,562.63</u>			



[Search](#) > Account Summary

Real Estate Account #23-3209-001-0061

Owner: NORTH BAY VILLAGE
Situs: (unknown)
[Parcel details](#)
[Property Appraiser](#)



[Get bills by email](#)

Amount Due

MIAMI-DADE COUNTY TAX COLLECTOR

Notice of Ad Valorem Taxes and Non-ad Valorem Assessments

BILL	AMOUNT DUE	
2021 Annual Bill	\$18,635.01	Add To Cart
2019 Annual Bill	\$0.00	Print (PDF)
2018 Annual Bill	\$0.00	
Total Amount Due: \$58,305.89		
Not Payable Online: \$39,670.88		

[Apply for the 2022 installment payment plan](#)

Account History

BILL	AMOUNT DUE	STATUS	ACTION
2021 Annual Bill ⓘ	\$18,635.01	Unpaid	Print (PDF)
2020 Annual Bill ⓘ	\$0.00	Paid	Print (PDF)
2019 ⓘ			
2019 Annual Bill		Unpaid	Tax Deed (see 2018)
Tax Deed Application #212349		Certified	05/05/2022
2018 ⓘ			
2018 Annual Bill	\$39,670.88	Unpaid	Tax Deed (see 2018)
Tax Deed Application #212349		Certified	05/05/2022
2017 Annual Bill ⓘ	\$0.00	Paid \$12,324.58	11/16/2017 Receipt # ECHECK-18-018844 Print (PDF)
2016 ⓘ			
2016 Annual Bill	\$0.00	Paid \$11,558.01	11/18/2016 Receipt # 0231-17-000142 Print (PDF)
Refund Check #878511		Cleared \$69.05	04/24/2017 To EQUITY ONE INC At REF 60005564 1600 NE MIAMI GARDENS DR NO MIAMI BEACH, FL 33179
		Paid \$11,558.01	
2015 ⓘ			
2015 Annual Bill	\$0.00	Paid \$10,613.14	11/17/2015 Receipt # 0231-16-000061 Print (PDF)
Refund Check #779467		Cleared \$500.62	08/31/2016 To EQUITY ONE INC At 1600 NE MIAMI GARDENS DRIVE NORTH MIAMI BEACH, FL 33179
		Paid \$10,613.14	
2014 Annual Bill ⓘ	\$0.00	Paid \$9,415.91	11/17/2014 Receipt # 0232-15-000510 Print (PDF)
Total Amount Due	\$58,305.89		

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NORTH BAY VILLAGE
EST. 1945

ITEM NO. 11.H

**North Bay Village
Recommendation Memorandum**

DATE: April 12, 2022

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

FROM: Haydee Sera, Weiss Serota Helfman Cole & Bierman, P.L., Village Attorney

SPONSORED BY: Village Attorney

SUBJECT: RESOLUTION SCHEDULING MEETINGS OF PLANNING AND ZONING BOARD

RECOMMENDATION

A RESOLUTION OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, AMENDING RESOLUTION NO. 2014-53 SETTING THE TIME AND DATE OF THE REGULAR MEETINGS OF THE PLANNING AND ZONING BOARD; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

Approve Resolution amending Resolution 2014-53 setting the time and date of regular meetings of the Planning and Zoning Board.

BACKGROUND AND ANALYSIS

Section 32.41 of the North Bay Village (the "Village") Code of Ordinances provides, in part, that the "Planning and Zoning Board shall hold regular meetings at such time and place as the Mayor and Commission may establish by Resolution and may hold special meetings at any other time on written call of the Chairman, mailed three days prior to the called meeting."

On July 8, 2014, the Village Commission adopted Resolution No. 2014-53 establishing the time of the regular meetings of the Planning and Zoning Board (the "Board"). Resolution No. 2014-53 provides that, "Regular Meetings of the Planning & Zoning Board shall be held on a monthly basis on the first Tuesday of each month in the Commission Chambers at Village Hall. Special Meetings may be held at the option of the Planning & Zoning Board Chairperson or upon written request of two other members of the board mailed three days prior to the

called meeting, in accordance with the provisions of Section 32.33 of the Village Code.”

It is recommended that the Village Commission amend Resolution No. 2014-53 to provide that regular Board meetings shall be held when required by the Planning and Zoning Official or at the call of the Chair as deemed necessary for conducting business on a monthly basis on the third Wednesday of each month in the Commission Chambers at Village Hall, unless there is no business to be conducted.

Adopting the proposed resolution would align the Village’s policy with the schedule that has been provided to the public and applicants for 2022.

BUDGETARY/FINANCIAL IMPACT (Finance Dept.)

None

PERSONNEL IMPACT

None

RESOLUTION NO. 2022- _____

A RESOLUTION OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, AMENDING RESOLUTION NO. 2014-53 SETTING THE TIME AND DATE OF THE REGULAR MEETINGS OF THE PLANNING AND ZONING BOARD; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Section 32.41 of the North Bay Village (the “Village”) Code of Ordinances provides, in part, that the “Planning and Zoning Board shall hold regular meetings at such time and place as the Mayor and Commission may establish by Resolution and may hold special meetings at any other time on written call of the Chairman, mailed three days prior to the called meeting” and

WHEREAS, on July 8, 2014, the Village Commission adopted Resolution No. 2014-53 establishing the time of the regular meetings of the Planning and Zoning Board (the “Board”); and

WHEREAS, Resolution No. 2014-53 provides that, “Regular Meetings of the Planning & Zoning Board shall be held on a monthly basis on the first Tuesday of each month in the Commission Chambers at Village Hall. Special Meetings may be held at the option of the Planning & Zoning Board Chairperson or upon written request of two other members of the board mailed three days prior to the called meeting, in accordance with the provisions of Section 32.33 of the Village Code.”; and

WHEREAS, the Village Commission desires to amend Resolution No. 2014-53 to provide that regular Board meetings shall be held when required by the Planning and Zoning Official or at the call of the Chair as deemed necessary for conducting business on a monthly basis on the third Wednesday of each month in the Commission Chambers at Village Hall, unless there is no business to be conducted; and

WHEREAS, the Village Commission finds that this Resolution is in the best interest and welfare of the residents of the Village.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, AS FOLLOWS:

Section 1. Recitals. That each of the above-stated recitals are hereby adopted, confirmed, and incorporated herein.

Section 2. Amending Resolution No. 2014-53. That Section 1 of Resolution No. 2014-53, is hereby amended as follows:¹

Regular Meetings of the Planning ~~&and~~ Zoning Board shall be held when required by the Planning and Zoning Official or at the call of the Chair as deemed necessary for conducting business on a monthly basis on the ~~first Tuesday~~ third Wednesday of each month in the Commission Chambers at Village Hall, unless there is no business to be conducted. Special Meetings may be held at the option of the Planning ~~&and~~ Zoning Board Chairperson or upon written request of two other members of the board mailed three days prior to the called meeting, in accordance with the provisions of Section 32.3341 of the Village Code.

Section 3. Implementation. That the Village Manager and Village Attorney are hereby authorized to take such further action as may be necessary to implement the purpose and provisions of this Resolution.

Section 4. Effective Date. That this Resolution shall be effective immediately upon adoption.

The foregoing Resolution was offered by _____ who moved its adoption. The motion was seconded by _____ and upon being put to a vote, the vote was as follows:

¹ Coding: ~~Strikethrough words~~ are deletions to the existing words. Underlined words are additions to the existing words.

Mayor Brent Latham _____

Vice Mayor Marvin Wilmoth _____

Commissioner Richard Chervony _____

Commissioner Rachel Streitfeld _____

Commissioner Julianna Strout _____

PASSED AND ADOPTED on this _____ day of _____, 2022.

Brent Latham, Mayor

ATTEST:

Debra E. Eastman, MMC
Interim Village Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

Weiss Serota Helfman Cole & Bierman, PL
Village Attorney



NORTH BAY VILLAGE
EST. 1945

ITEM NO. 11.I

North Bay Village Recommendation Memorandum

DATE: April 12, 2022
TO: Honorable Mayor, Vice Mayor and Members of the Village Commission
FROM: Delroy Peters,
SPONSORED BY: Rachel Streitfeld
SUBJECT:

APPROVAL OF THE IMPLEMENTATION OF EXCLUSIVE PEDESTRIAN PHASES AT SIGNALIZED INTERSECTIONS ON ADVENTURE AVENUE AND SR 934/J F KENNEDY CAUSEWAY AND HISPANOLA AVENUE AND SR 934/JF KENNEDY CAISEWAY; AND FURTHER URGING THE FLORIDA DEPARTMENT OF TRANSPORTATI ON TO EXPEDITE THE IMPLEMENTATION OF THE PEDESTRIAN SIGNALIZATION IMPROVEMENTS.

RECOMMENDATION

BACKGROUND AND ANALYSIS

In November 2020, Commissioner Streitfeld brought to the attention of our Public Works team that there was a potential conflict between vehicular traffic using the westbound turning signal from Adventure Avenue onto the Kennedy Causeway and pedestrians crossing the north/south intersection. The commissioner reported incidents of near-misses as she and other users attempted to cross the junction; it appears there is not enough time for pedestrians to cross.

Throughout 2021, Village staff worked with both FDOT and County team to attempt to address the issue, as it involves coordination between the agencies and various studies by each agency. The Village contacted the Miami-Dade County Transportation and Public Works Department's Traffic Division (MDTPW), requesting a review and assessment of the intersection. Engineers from the county evaluated the intersection and informed village staff that it was operating as intended. Village staff made a direct request to change the signal timing to allow pedestrians to cross without the risk of being hit by passing vehicles. The county referred the Village to FDOT, which has direct responsibility for a change in signal plans. Agents from the county said since vehicular traffic must yield to a pedestrian, it becomes a police enforcement issue. Another intersection at Hispanola operates similarly, and reports of near misses have been provided to the Village staff. In collaboration with FDOT

engineers, the county reprogrammed the intersection to include a buffer for pedestrian crossing. The extra seconds secured for the pedestrian countdown clock ensured that pedestrians could make it much further across unimpeded, but only to the median before a conflict with vehicular traffic would begin. As a result, similar reports came back to the Village about potential accident incidents.

The underlying issue remained: drivers exiting Treasure Island at Adventure and Hisponaloo Avenues, northwest-bound onto the Kennedy Causeway, would still receive a green turn signal, encouraging them to turn onto pedestrians crossing the road north/south.

Village staff arranged a field meeting held on April 8, 2022, with FDOT, MDCTPW, Village staff, and Commissioner Streitfeld to experience the issue to resolve the problem. During the field meeting, the team discovered that the buffer previously implemented for the north/south walk phase had not been activated at the Adventure Ave intersection. Also, the entire movement phase was not active at the Hispanola intersection.

In addition to the dedicated pedestrian signals, the Village wishes to add "Yield to Pedestrian" signs at these intersections as part of an ADA sidewalk improvement project with audio signals at said intersections, funded by FDOT. We hope this will address the conflict in the short term. 100% design plans are currently being finalized for FDOT, which requires signalization plans to install the audio beacons. Completing the plans will help us better understand what upgrades are needed in the traffic control cabinet to include in the dedicated pedestrian phase.

During the site visit, FDOT suggested that the commission pass a resolution requesting the installation of dedicated pedestrian signals at the two intersections for the north/south crossings. Since the commission had adopted no formal resolution before, a resolution is now proposed, sponsored by Commissioner Streitfeld, for the potential adoption of exclusive pedestrian phases at the aforementioned signalized intersections.

BUDGETARY/FINANCIAL IMPACT (Finance Dept.)

None

PERSONNEL IMPACT

None



NORTH BAY VILLAGE
EST. 1945

ITEM NO. 12.A

North Bay Village Recommendation Memorandum

DATE: April 12, 2022

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

FROM: Helen Roldan, Communications Director

SPONSORED BY: Mayor Brent Latham

SUBJECT: ORDINANCE ADOPTING REBRANDED VILLAGE SEAL

RECOMMENDATION

AN ORDINANCE OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, AMENDING CHAPTER 36, SECTION 36.04 “VILLAGE SEAL” OF THE VILLAGE CODE OF ORDINANCES TO PROVIDE FOR A REBRANDED VILLAGE SEAL ; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

To approve an ordinance on first reading the rebranded Village Seal, consistent with the Village's new brand guide, adopted by resolution of the Village Commission in December 2021.

BACKGROUND AND ANALYSIS

Over the course of its history, the village commission has adopted the use of an official village seal for proclamations and other formal documents, as well as the use of a more informal logo, intended to promote village events and activities.

From time to time, commissions will redesign or update these items, to reflect changing interests, priorities or design trends.

Under Mayor Latham's leadership, the commission created a task force (ultimately named the Heart of the Bay Task Force) whose mission was to rebrand the village and come up with a signature look. This was accomplished over the course of 15 months, pursuant to considerable task force and resident engagement.

This would include, in December 2021, adoption of a **branding guide** that included an official village logo, official colors, an official font, and a series of designs for signage, office supplies

(e.g. business cards, stationery), apparel, and other items.

It also included adoption of a new village seal. Unlike the other items, adoption of a new village seal requires updating the village's seal ordinance. This item represents the first of two readings in order to formally adopt the new seal, whose image accompanies this memorandum.

BUDGETARY/FINANCIAL IMPACT (Finance Dept.)

NONE

PERSONNEL IMPACT

NONE

ORDINANCE NO. 2022-_____

AN ORDINANCE OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, AMENDING CHAPTER 36, SECTION 36.04 “VILLAGE SEAL” OF THE VILLAGE CODE OF ORDINANCES TO PROVIDE FOR A REBRANDED VILLAGE SEAL; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on December 8, 2021, the North Bay Village (the “Village”) Commission adopted Resolution No. 2021-085 approving and adopting the Village’s new branding guide; and

WHEREAS, a new rendering of the Village’s seal was included in the Village’s branding guide; and

WHEREAS, pursuant to Section 165.043, Florida Statutes, the governing body may designate an official municipal seal by ordinance; and

WHEREAS, once an official municipal seal is adopted by ordinance, the seal cannot be manufactured, used, or displayed without the express approval of the governing body; and

WHEREAS, Section 36.04 of the Village Code of Ordinances provides for the adoption of the Village’s official seal and includes a rendering of the Village’s current seal; and

WHEREAS, the Village Commission desires to amend Section 36.04 to provide for the rebranded version of the Village seal; and

WHEREAS, the Village Commission finds that this Ordinance is in the best interest of the Village’s residents and visitors.

NOW, THEREFORE, IT IS HEREBY ORDAINED BY THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, AS FOLLOWS:¹

Section 1. Recitals. That each of the above recitals are true and correct and incorporated herein by this reference.

Section 2. Amending Section 36.04 of the Village Code. That Section 36.04 of the Code of Ordinances of North Bay Village, Florida, is hereby amended as follows:

¹ Coding: ~~Strikethrough words~~ are deletions to the existing words. Underlined words are additions to the existing words. Changes between first and second reading are indicated with ~~double strikethrough~~ and double underline.

§ 36.04 Village seal.

(A) ~~Resolution No. 2538 of the Village Commission of the North Bay Village, Florida, which is made a part hereof by reference, is hereby ratified and confirmed in all respects and is hereby enacted as an ordinance of the Village.~~

The official seal of North Bay Village, Florida shall mean the following identifying symbol:



(B) ~~That seal, an impression of which is detailed below, is adopted as the official seal of the Village commencing effective February 12, 1985, and the effective date of this ordinance.~~



Section 3. Severability. That the provisions of this Ordinance are declared to be severable and if any section, sentence, clause or phrase of this Ordinance shall for any reason be held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining sections, sentences, clauses, and phrases of this Ordinance but they shall remain in effect, it being the legislative intent that this Ordinance shall stand notwithstanding the invalidity of any part.

Section 4. Codification. That it is the intention of the Village Commission and it is hereby ordained that the provisions of this Ordinance shall become and be made a part of the Village’s Code of Ordinances, and that the sections of this Ordinance may be renumbered or relettered to accomplish such intentions, and that the word Ordinance shall be changed to Section or other appropriate word.

Section 5. Conflicts. That all ordinances or parts of ordinances, resolutions or parts of resolutions, in conflict herewith, are repealed to the extent of such conflict.

Section 6. Effective Date. That this Ordinance shall become effective immediately upon final adoption on second reading.

PASSED on first reading on the _____ day of _____, 2022.

PASSED AND ADOPTED on second reading on the ____ day of _____, 2022.

Brent Latham, Mayor

ATTEST:

Debra E. Eastman, MMC
Interim Village Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

Weiss Serota Helfman Cole & Bierman, P.L.
Village Attorney

First Reading:
Moved By: _____
Seconded By: _____

Second Reading:
Moved By: _____
Seconded By: _____

Vote on Final Adoption:
Mayor Brent Latham _____
Vice Mayor Marvin Wilmoth _____
Commissioner Richard Chervony _____
Commissioner Rachel Streitfeld _____
Commissioner Julianna Strout _____



NORTH BAY VILLAGE
EST. 1945

North Bay Village Recommendation Memorandum

ITEM NO. 14.A

DATE: April 12, 2022

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

FROM: Carla Gomez, Deputy Village Manager/Human Resources Director

SPONSORED BY: Mayor Latham and Vice Mayor Wilmoth

SUBJECT:
**A RESOLUTION APPROVING BAYSHORE AGREEMENT
 PARKING/LANDSCAPING/EASEMENT IMPROVEMENTS - SPONSOR
 MAYOR BRENT LATHAM AND VICE MAYOR MARVIN WILMOTH**

RECOMMENDATION

A RESOLUTION OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA APPROVING AN AGREEMENT WITH BAYSHORE YACHT AND TENNIS CLUB CONDOMINIUM ASSOCIATION, INC. RELATED TO PARKING AND COMMUNITY ENHANCEMENTS; PROVIDING FOR AUTHORIZATION; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

Approve agreement with Bayshore Yacht and Tennis Club (BYTC) that will allow BYTC to participate in the Harbor Island parking permit program while ensuring that BYTC provides practical and aesthetic enhancements to their public-facing areas.

BACKGROUND AND ANALYSIS

This item was deferred from the February 17, 2022 Village Commission meeting.

Mayor Latham, Vice Mayor Wilmoth and Village staff met with condo association officials from the Bayshore Yacht and Tennis Club (BYTC) in order to negotiate mutually beneficial concessions. These include allowing BYTC to participate in the new parking permit program for Harbor Island and conditioned on the following terms:

- o **Residential Parking Permits.** The Village will allow the Association to be part of the Village’s residential parking program by allowing the Association to buy forty (40) annual on-street parking permits from the Village at such adjustable rates, as

may be established by the Village from time to time, for the use of the owners and/or tenants of the condominium units (the “Residential Parking Permits”).

- o **Adjacent Street Parking and Loading Zone.** In addition to the Residential Parking Permits, the Village will install twelve (12) on-street parking spots along the front of the Association’s property, as depicted in Exhibit “A,” which parking spots may be used for area business customers’ use from 8:00 AM to 10:00 PM daily (“Adjacent Street Parking”). The Adjacent Street Parking will be reserved for residential and visitor parking from 10:00 PM to 8:00 AM daily. An 18-foot wide loading zone will be reserved at the northernmost end of the Association’s property, as depicted in Exhibit “A,” for use from 8:00 AM to 12:00 PM daily (the “Loading Zone”). The Loading Zone may be used as two (2) additional on-street parking spots during the hours of 12:00 PM and 8:00 AM daily and will be subject to the same conditions as an “Adjacent Street Parking”. The Association will pay the Village for the purchase, installation and maintenance of the markings, signage, and any future installations or signage related to the Adjacent Street Parking and Loading Zone. The cost for the installation and purchase of the markings and signage not to exceed Six Hundred Dollars and Zero Cents (\$600.00). (The signs cost the Village approximately \$1,200.00) The Village shall provide the Association with invoices for these aforementioned items, and payment shall be made to the Village within thirty (30) days of receipt. Once payment is received, the Village will proceed with the purchase and installation of the “Adjacent Street Parking.” Parking fees per hour for the Adjacent Street Parking will be set at the standard rates, as may be established by the Village from time to time, for other spaces on Harbor Island for individuals/vehicles without a Residential Parking Permit.
- o **Shade Trees.** The Association, at its sole cost and expense, shall install by December 31, 2022 two potted shade trees of the Village’s and Association’s mutual choice approximately upon the common elements of the Association presently being renovated by the Association to beautify the common elements of the Association (the “Shade Trees”). The Association install the trees and will maintain the Shade Trees thereafter.
- o In consideration for the Residential Parking Permit, Adjacent Street Parking, and the Shade Trees, the Association shall provide the public with access to and use of a safe walkway in the area along West Drive as depicted on Exhibit “A” (the “Walkway”).
 - The Walkway shall have a minimum width of five (5) feet and shall be designed and constructed by the Association at its sole cost and expense. The Association shall obtain all necessary approvals and permits from the Village and any other applicable governmental agencies to construct the Walkway.

This agreement is mutually beneficial and improves livability in the Village, for Bayshore's residents, business owners, business patrons, and the public at large. The proposed agreement with BYTC is attached. It is expected to enhance the aesthetics and quality of life of the West Drive area on Harbor Island, thereby enhancing livability.

Livability

By centering on people – residents, business owners and visitors – North Bay Village will become a more attractive place to work, live and do business. The NBV100 Livability pillar

puts the focus on placemaking in four ways: Prioritizing people over cars, Embracing the waterfront, Improving the quality of life, and Refreshing the NBV identity.

BUDGETARY/FINANCIAL IMPACT (Finance Dept.)

TBD

PERSONNEL IMPACT

NONE

RESOLUTION NO. 2022- _____

A RESOLUTION OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA APPROVING AN AGREEMENT WITH BAYSHORE YACHT AND TENNIS CLUB CONDOMINIUM ASSOCIATION, INC. RELATED TO PARKING AND COMMUNITY ENHANCEMENTS; PROVIDING FOR AUTHORIZATION; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on December 15, 2015, Bayshore Yacht and Tennis Club Condominium Association, Inc. (the “Association”) initiated litigation against North Bay Village (the “Village”) styled *Bayshore Yacht And Tennis Club Condominium Association, Inc., a Florida not for profit corporation v. City of North Bay Village, a Florida municipal corporation*, Case No. 2015-028965 CA 01 in the 11th Judicial Circuit Court in and for Miami Dade County, Florida (the “Litigation”); and

WHEREAS, in the Litigation, the Association demanded certain injunctive relief associated with building improvements and the Village’s parking program; and

WHEREAS, the Association and the Village mutually desired to resolve the Litigation and, at a mediation on November 19, 2019, reached an amicable resolution of the Litigation; and

WHEREAS, on December 9, 2019, the Village Commission adopted Resolution No. 2019-084 approving the terms of a settlement with the Association to dispose of and settle the Litigation (the “Settlement”); and

WHEREAS, the Village and Association acknowledge that the terms of the Settlement have been complied with by both parties; and

WHEREAS, in addition to and separate from the Settlement, through mutual negotiations, the Association and the Village have agreed to certain other terms related

to residential parking permits and community enhancements, which are set forth in the Agreement attached hereto as Exhibit “A” (the “Agreement”); and

WHEREAS, the Agreement provides for the Association to be a part of the Village’s residential parking program by allowing the Association to purchase 40 annual on-street parking permits from the Village for use of the owners and/or tenants of the condominium units; the Village to install adjacent street parking for use by residents, visitors, and area business customers during specific times of day; the Association to purchase, install, and maintain parking signage; the Association to provide public access to and use of a safe walkway; and the Village to install three shade trees; and

WHEREAS, the Agreement provides for an initial contract term of 10 years with the ability for automatic renewals for successive five year terms; and

WHEREAS, the Village Commission desires to approve the Agreement and authorize the Village Manager to execute the Agreement, in substantially the form attached hereto as Exhibit “A”; and

WHEREAS, the Village Commission finds that this Resolution is in the best interest and welfare of the residents of the Village.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, AS FOLLOWS:

Section 1. Recitals. That each of the above-stated recitals are hereby adopted, confirmed, and incorporated herein.

Section 2. Approval. That the Village Commission approves the Agreement, in substantially the form attached hereto as Exhibit “A.”

Section 3. Authorization. That the Village Manager is hereby authorized to execute the Agreement, in substantially the form attached hereto as Exhibit "A," subject to the approval of the Village Attorney as to form, content, and legal sufficiency. That the Village Manager is authorized to enter into extensions of the Agreement without further approval of the Village Commission.

Section 4. Implementation. That the Village Manager is hereby authorized to take all actions necessary to implement the purposes of this Resolution.

Section 5. Effective Date. That this Resolution shall be effective immediately upon adoption.

The foregoing Resolution was offered by _____ who moved its adoption. The motion was seconded by _____ and upon being put to a vote, the vote was as follows:

Mayor Brent Latham	_____
Vice Mayor Marvin Wilmoth	_____
Commissioner Richard Chervony	_____
Commissioner Rachel Streitfeld	_____
Commissioner Julianna Strout	_____

PASSED AND ADOPTED on this _____ day of _____, 2022.

Brent Latham, Mayor

ATTEST:

Interim Village Clerk

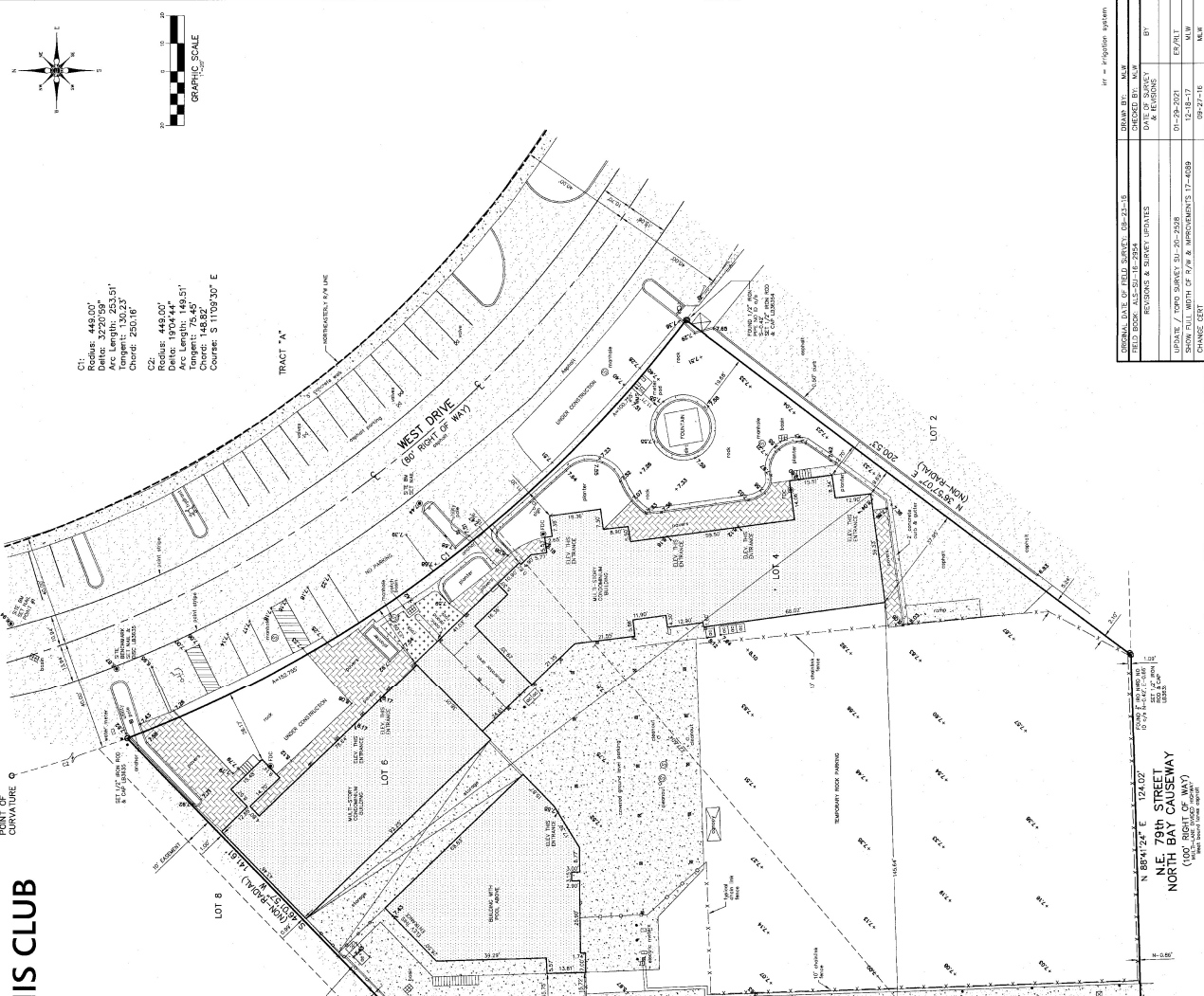
APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

Weiss Serota Helfman Cole & Bierman, PL
Village Attorney

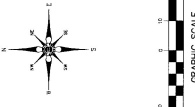
BAYSHORE YACHT AND TENNIS CLUB



LOCATION SKETCH NOT TO SCALE



CT: 446.00'
 Delta: 3270.59"
 Arc Length: 223.31'
 Chord: 250.16'
 CTS: 446.00'
 Delta: 1974.44"
 Arc Length: 76.40'
 Chord: 148.82'
 Course: S 1109.30' E



ACCURATE LAND SURVEYORS, INC.
 L.B. #8335
 1102 E. HAVEN RD., SUITE 100
 PALM BEACH, FLORIDA 33480
 TEL: (561) 782-1442
 FAX: (561) 782-1442

BOUNDARY & TOPOGRAPHIC SURVEY

SYMBOLS & LEGEND OF ABBREVIATIONS:

<ul style="list-style-type: none"> RW RIGHT OF WAY SW SOUTH SE SOUTHWEST W WEST NE NORTHEAST EN ENCLOSURE CL CENTERLINE CA CAR GA GARAGE MA MANHOLE PA PLANT BOX PC PAVEMENT PK PARKING STRIP UB UTILITY BOX VA VALVE MB MANHOLE BS BASIN MT METER MC MONITORING WELL PC PROPERTY CENTER GC GROUND CONDUIT CM CONDUIT MC METAL FENCE PC POST 	<ul style="list-style-type: none"> UL UTILITY LINES CC CONCRETE WALL CO COVERED AREA CO CONCRETE BR BRICK PAVEMENT TL TILE AP ASPHALT CE CONCRETE FENCE WF WIRE FENCE
--	--

STREET ADDRESS:
7504 West Drive, Florida 33141

LEGAL DESCRIPTION:
Lots 4 and 8 of HARBOR ISLAND, according to the Plat thereof, as recorded in Plat Book 44, at Page 12 of the Public Records of Miami-Dade County, Florida.

NOTES:

1. Unless otherwise noted, all measurements are taken from the center of the structure.
2. This survey was conducted in accordance with the Florida Statutes, Chapter 403, Part I, Section 403.08, and the Florida Board of Survey, Chapter 60S-28.01, Florida Administrative Code.
3. This survey was conducted in accordance with the Florida Statutes, Chapter 403, Part I, Section 403.08, and the Florida Board of Survey, Chapter 60S-28.01, Florida Administrative Code.
4. Ownership of fences and walls, if any, are not determined.
5. This survey is for the purpose of establishing boundaries and easements. It is not to be used for any other purpose without written authorization.
6. Any and all underground features such as foundations, utility lines, etc. were not located on this survey.
7. The flood information shown herein is for the available structure only unless otherwise indicated.
8. The flood information shown herein is for the available structure only unless otherwise indicated.
9. Accuracy statement: This survey meets or exceeds the horizontal accuracy for SUBURBAN UNDER: 1:100 FT. (1:200 FEET).

FLOOD INFORMATION:
Community name and number: North Bay Village 120854
Flood date: 09-11-09
Flood data source: FEMA
Flood scale: 1:24,000
Base flood elevation: 8.50
Elevation: 6.50

BENCHMARK INFORMATION:
Miami-Dade County, Benchmark A-28
Elevation: 6.50

SCHEDULE B2 EXCEPTIONS TO THE AFOREMENTIONED PLAT:
By easement adjacent to the North boundary of L65.

APPARENT ENCROACHMENTS:
Apparent across North and South boundaries.
Docks and piers in Biscayne Bay along the West boundary.

CERTIFY TO:
Bayshore Yacht and Tennis Club

CERTIFICATION:
This is to certify that the above named clients, (Members) hereby request that we certify that this sketch meets the current standards of practice, established by the Board of Professional Engineers, Chapter 403, Part I, Section 403.08, Florida Administrative Code, pursuant to Section 403.08, Florida Statute.

Robert L. Thompson
ROBERT L. THOMPSON (REGISTERED)
SCALE: 1"=20' SHEET NUMBER: SU-16-2584

BLDR-000085-2021
7904 WEST DRIVE

SCOPE OF WORK: INSTALL PAVERS AT FRONT OF BUILDING (HIGHLIGHTED AREA)



North Bay Village – Building Department

Approved by: Miguel Arronte - Building

Date: 02/19/2021



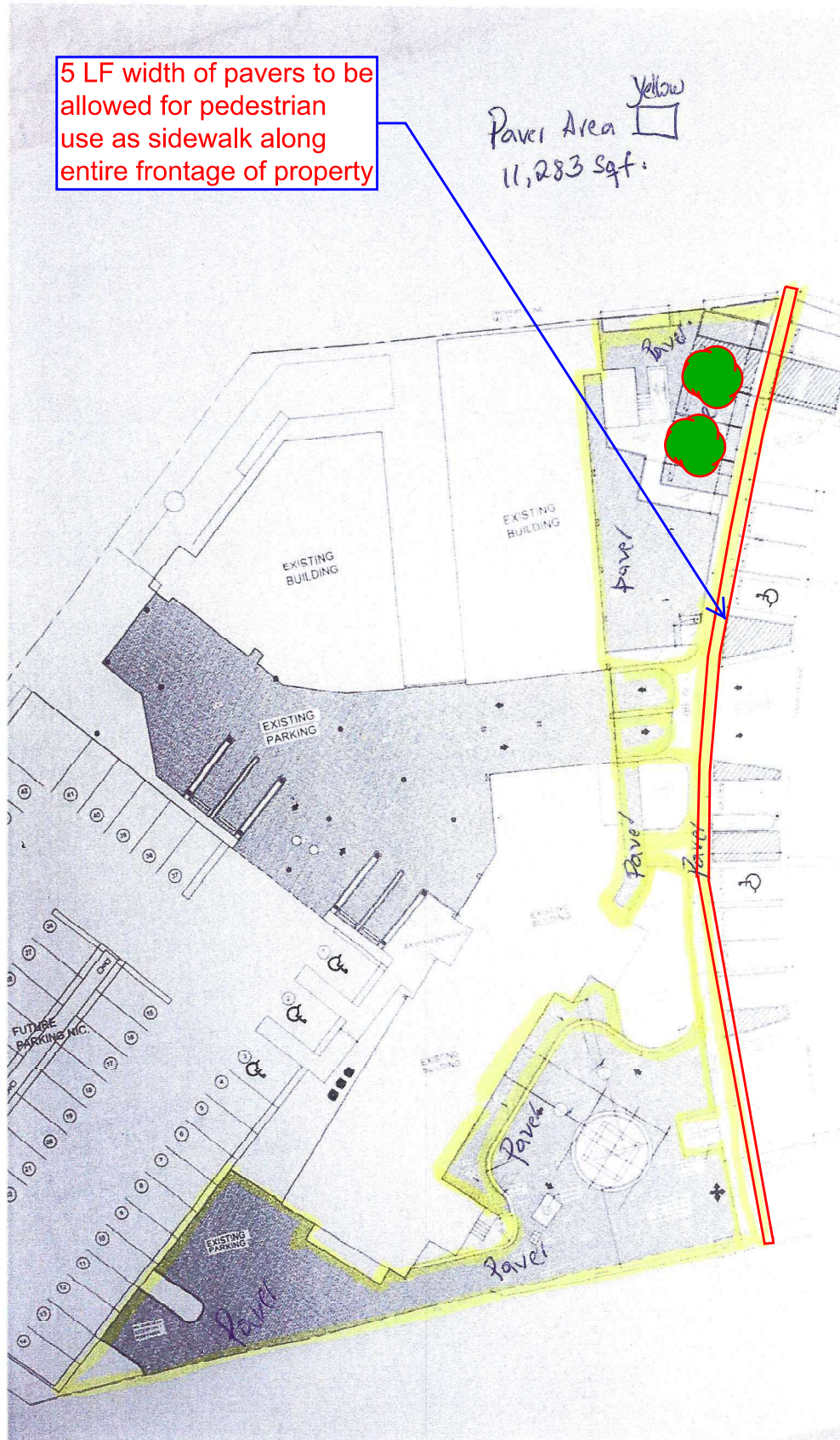
North Bay Village – Building Department

Approved by: Robert Collins - Zoning

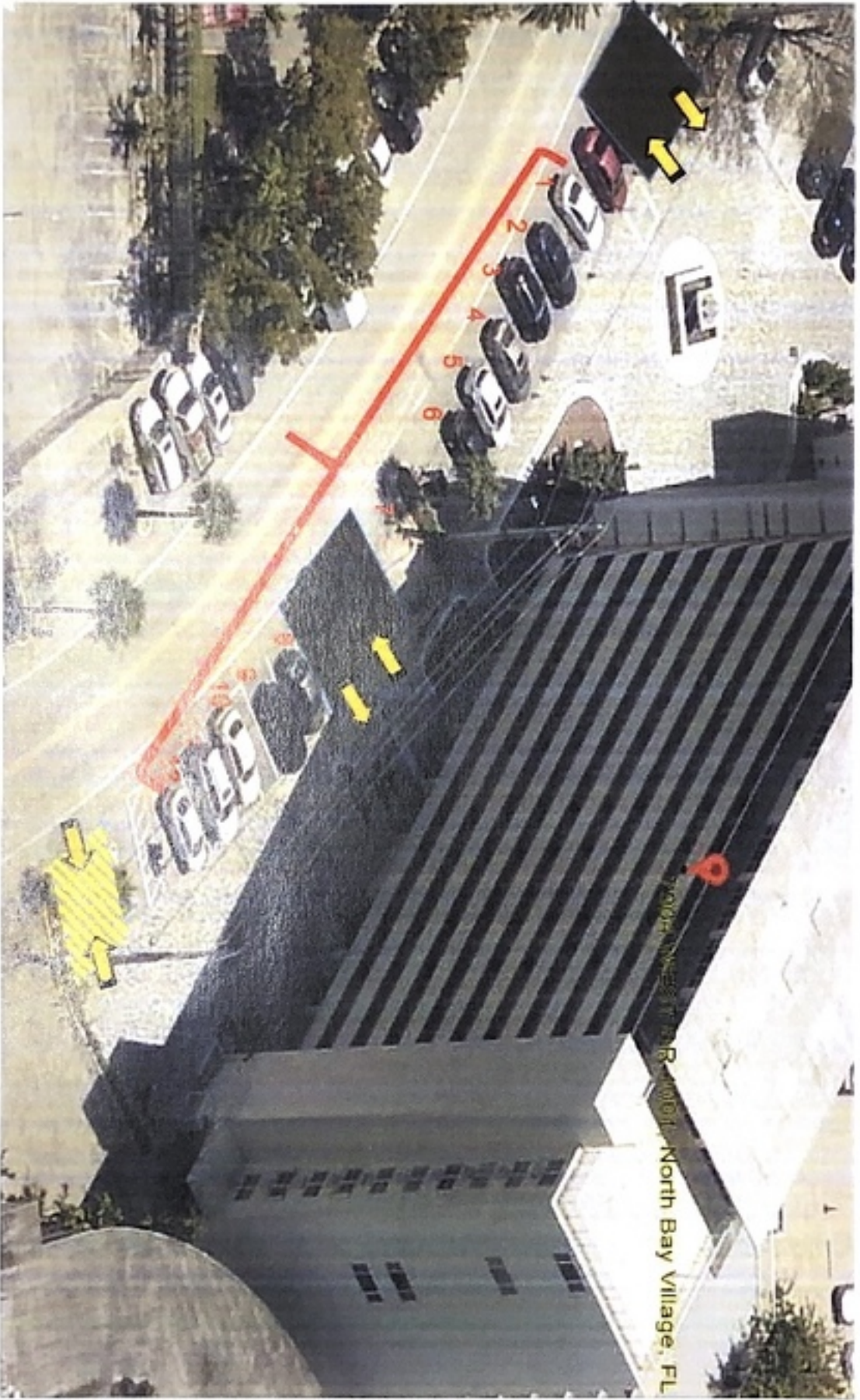
Date: 02/19/2021

5 LF width of pavers to be allowed for pedestrian use as sidewalk along entire frontage of property

Paver Area ^{Yellow}
11,283 sqft.



REFERENCED PARKING SPOT LOCATIONS







NORTH BAY VILLAGE
EST. 1945

ITEM NO. 14.B

North Bay Village Recommendation Memorandum

DATE: April 12, 2022

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

FROM: Madalyn Medrano, Commission Aide

SPONSORED BY: Mayor Brent Latham and Vice Mayor Wilmoth

SUBJECT: **RESOLUTION APPROVING BUDGET AMENDMENT FOR PURCHASE AND INSTALLATION OF SWINGS AT VOGEL PARK - SPONSORED BY MAYOR LATHAM, AND CO-SPONSORED BY VICE MAYOR MARVIN WILMOTH**

RECOMMENDATION

Adopt resolution approving budget amendment to provide funding for purchase of playground equipment (i.e. swing set) for installation at Vogel Park as well as associated permitting costs and state and county fees.

BACKGROUND AND ANALYSIS

North Bay Village strives to become a more attractive place to live and foster community; this includes improving public places for residents to gather. After receiving several requests from residents to have a swing set for children to play at Vogel Park, Mayor Latham has asked Village Staff to inquire on costs of materials and installation to bring to the Commission for discussion.

This project entails approval of purchase and installation of materials by the Public Works Department as well as the building permit fees and county and state fees (\$300 total for all fees).

The swing set will be placed at Vogel Park (7920 West Dr, North Bay Village, FL 33141) with either two swings or four swings (two regular, one for toddler age, and one ADA-compliant swing).

The Finance Department requires a budget amendment to attain funds from reserves as the 2021-2022 fiscal year did not account for this expense. This purchase will be made pursuant to the Manager's spending authority as provided in Section 36.25(G)(3) of the Village Code, which provides:

"Small purchases over \$5,000.00. The Village Manager shall purchase goods and services in excess of \$5,000.00 but that do not exceed \$15,000.00, upon obtaining price quotations from no less than three businesses, or, in the alternative, from a supplier that is on the current approved vendors list of, or who has been selected in a competitive process within the last 24-month period by another governmental entity or public agency in the State of Florida. Award shall be made to the business offering the lowest acceptable quotation. The names of the businesses submitting quotations, and the date and amount of each quotation, shall be recorded in writing and maintained as a public record."

Approval of this item will improve the livability of the Village as residents want improvements in public spaces.

Livability

By centering on people – residents, business owners and visitors – North Bay Village will become a more attractive place to work, live and do business. The NBV100 Livability pillar puts the focus on placemaking in four ways:

- Prioritizing people over cars,
- Embracing the waterfront,
- Improving the quality of life, and
- Refreshing the NBV identity.

BUDGETARY/FINANCIAL IMPACT (Finance Dept.)

001.00.362.3620 Parking Fees (\$15,000) and 320.61.630.6430 Machinery & Equipment Project #CP22-06 \$15,000

PERSONNEL IMPACT

N/A

RESOLUTION NO. 2022- _____

A RESOLUTION OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, AMENDING THE BUDGET FOR FISCAL YEAR 2021-2022; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on September 29, 2021, the North Bay Village (the “Village”) Commission adopted Resolution No. 2021-54 approving the budget for fiscal year 2021-2022 (the “Budget”); and

WHEREAS, pursuant to Section 166.241(5), Florida Statutes, the Village Commission may amend a budget at any time within a fiscal year; and

WHEREAS, pursuant to Section 35.21 of the Village Code of Ordinances and Florida Law, the Village Commission desires to amend the Budget consistent with the staff memorandum accompanying this resolution by authorizing the line item transfers as further provided in Exhibit “A” attached hereto and incorporated herein; and

WHEREAS, the Village Commission finds that this Resolution is in the best interest and welfare of the residents of the Village.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, AS FOLLOWS:

Section 1. Recitals. That each of the above-stated recitals are hereby adopted, confirmed, and incorporated herein.

Section 2. Amending Budget. That the Village Commission hereby approves an amendment to the budget by authorizing the line item transfers as further provided in Exhibit “A” attached hereto and incorporated herein.

Section 3. Implementation. That the Village Manager, Village Clerk, and Village Attorney are hereby authorized to take such further action as may be necessary to implement the purpose and provisions of this Resolution.

Section 4. Effective Date. That this Resolution shall be effective immediately upon adoption.

The foregoing Resolution was offered by _____ who moved its adoption. The motion was seconded by _____ and upon being put to a vote, the vote was as follows:

Mayor Brent Latham _____

Vice Mayor Marvin Wilmoth _____

Commissioner Richard Chervony _____

Commissioner Rachel Streitfeld _____

Commissioner Julianna Strout _____

PASSED AND ADOPTED on this _____ day of _____, 2022.

Brent Latham, Mayor

ATTEST:

Debra M. Eastman, MMC
Interim Village Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

Weiss Serota Helfman Cole & Bierman, PL
Village Attorney

Exhibit A
Budget Amendment



NORTH BAY VILLAGE
EST. 1945

**North Bay Village
Budget Amendment Form**

Department	Capital Projects Fund	Date	3/31/2022
-------------------	------------------------------	-------------	------------------

Fund(s) to be changed: General Fund/Capital Projects Fund

GL Account	GL Line Item	Debit	Credit
001.19.519.9132	Transfer to Capital Projects Fund	\$ 15,000	
001.00.362.3620	Parking Fees		\$ 15,000
320.61.630.6430	Machinery & Equipment Project #CP22-06	\$ 15,000	
320.00.381.3801	Transfer from General Fund		\$ 15,000
TOTAL (Columns must be equal)		\$ 15,000	\$ 15,000

Description:



Playground Services, Inc.

12145 SW 114 Place
 Miami, Florida 33176
 P(305) 969-8797 F(305) 969-8798
 sales@qualityplaysets.com
 www.qualityplaysets.com

Estimate

Number: E11656

Date: 3/22/2022

Bill To:

MEAGAN COOK
 NORTH BAY VILLAGE
 DR PAUL VOGEL COMMUNITY PARK
 7920 WEST DRIVE
 NORTH BAY VILLAGE, FL, 33141

Ship To:

MEAGAN COOK
 NORTH BAY VILLAGE
 DR PAUL VOGEL COMMUNITY PARK
 7920 WEST DRIVE
 NORTH BAY VILLAGE, FL, 33141

Telephone	Terms	Rep	Project	Ship Via
	SEE BELOW	NELSON	PLAYGROUND	CO TRUCK

Product ID	Description	Qty	Reg. Price	Discount Price	Amount
SWINGARCH-500	PLAYWORLD SYSTEMS 5" ARCHED SWING FRAME 2 BAYS (4 SWINGS), 36' X 32' USE ZONE, INCLUDES SHIPPING AND LOCAL DELIVERY	1.00		\$6,585.00	\$6,585.00
INSTALLCPSI	STANDARD INGROUND INSTALLATION PERFORMED BY IN-HOUSE CERTIFIED PLAYGROUND SAFETY INSPECTOR (SUBJECT TO ENGINEERING REVISIONS)	1.00		\$3,500.00	\$3,500.00
CERTIFIED	CERTIFIED BY THE NATIONAL PLAYGROUND SAFETY INSTITUTE CPSI# 49524-1023, INTERNATIONAL PLAYGROUND CONTRACTORS ASSOCIATION # 2004-0720	1.00		\$0.00	\$0.00
NOTE	CUSTOMER RESPONSIBILITY INCLUDES: SITE SECURITY IF REQUIRED, ACCESS TO WATER AND ELECTRIC, MARKED UTILITIES, AREA LOCATION OR DUMPSTER FOR DIRT/ROCK FROM EXCAVATION, ALL COSTS ASSOCIATED WITH ENGINEERING, PERMITS AND ANY ADDED INSURANCE IF APPLICABLE	1.00		\$0.00	\$0.00

Amount Paid	\$0.00	SubTotal	\$10,085.00
Amount Due	\$10,085.00	SALES TAX 7.0	\$0.00
		Total	\$10,085.00

PRICES ARE VALID FOR 30 DAYS. AFTER 30 DAYS, PRICES ARE SUBJECT TO CHANGE WITHOUT NOTICE. COMMERCIAL PLAYGROUND EQUIPMENT ARE MADE TO ORDER AND REQUIRES 6-8 WEEK LEAD TIME. FULL PAYMENT IS REQUIRED ON ALL EQUIPMENT AND SHIPPING CHARGES, INSTALLATION CHARGES ARE DUE UPON COMPLETION.

SALES TAX IS ADDED UNLESS A COPY OF VALID SALES TAX EXEMPTION CERTIFICATE IS PRESENTED WITH ORDER.

ACCESS TO SITE FOR DELIVERY, INSTALLATION AND CONSTRUCTION REQUIRES MOVING HEAVY EQUIPMENT AND MATERIALS (PSI) CANNOT BE HELD RESPONSIBLE FOR DAMAGE TO GRASS, LANDSCAPING, CURBS, SIDEWALKS OR ANY OTHER PROPERTY.

CALL SUNSHINE BEFORE YOU DIG @ (800) 432-4770. ALL UNDERGROUND UTILITIES MUST BE MARKED PRIOR TO COMMENCEMENT OF WORK. (PSI) WILL NOT BE HELD LIABLE TO UNDERGROUND LINES NOT MARKED. PERMITS THAT ARE REQUIRED ARE THE RESPONSIBILITY OF THE PROPERTY OWNER UNLESS OTHERWISE NOTED.

X _____ NAME/TITLE _____ DATE _____
 SIGNATURE ACCEPTS THE TERMS AND CONDITIONS OF THIS ESTIMATE



Playground Services, Inc.

12145 SW 114 Place
 Miami, Florida 33176
 P(305) 969-8797 F(305) 969-8798
 sales@qualityplaysets.com
 www.qualityplaysets.com

Estimate

Number: E11658

Date: 3/23/2022

Bill To:

MEAGAN COOK
 NORTH BAY VILLAGE
 DR PAUL VOGEL COMMUNITY PARK
 7920 WEST DRIVE
 NORTH BAY VILLAGE, FL, 33141

Ship To:

MEAGAN COOK
 NORTH BAY VILLAGE
 DR PAUL VOGEL COMMUNITY PARK
 7920 WEST DRIVE
 NORTH BAY VILLAGE, FL, 33141

Telephone	Terms	Rep	Project	Ship Via
	SEE BELOW	NELSON	PLAYGROUND	CO TRUCK

Product ID	Description	Qty	Reg. Price	Discount Price	Amount
SWINGARCH-500	PLAYWORLD SYSTEMS 5" ARCHED SWING FRAME 1 BAYS (2 SWINGS), 23" X 32' USE ZONE, INCLUDES SHIPPING AND LOCAL DELIVERY			\$4,598.00	\$4,598.00
INSTALLCPSI	STANDARD INGROUND INSTALLATION PERFORMED BY IN-HOUSE CERTIFIED PLAYGROUND SAFETY INSPECTOR (SUBJECT TO ENGINEERING REVISIONS)	1.00		\$2,800.00	\$2,800.00
CERTIFIED	CERTIFIED BY THE NATIONAL PLAYGROUND SAFETY INSTITUTE CPSI# 49524-1023, INTERNATIONAL PLAYGROUND CONTRACTORS ASSOCIATION # 2004-0720	1.00		\$0.00	\$0.00
NOTE	CUSTOMER RESPONSIBILITY INCLUDES: SITE SECURITY IF REQUIRED, ACCESS TO WATER AND ELECTRIC, MARKED UTILITIES, AREA LOCATION OR DUMPSTER FOR DIRT/ROCK FROM EXCAVATION, ALL COSTS ASSOCIATED WITH ENGINEERING, PERMITS AND ANY ADDED INSURANCE IF APPLICABLE	1.00		\$0.00	\$0.00

Amount Paid	\$0.00	SubTotal	\$7,398.00
Amount Due	\$7,398.00	SALES TAX 7.0	\$0.00
		Total	\$7,398.00

PRICES ARE VALID FOR 30 DAYS. AFTER 30 DAYS, PRICES ARE SUBJECT TO CHANGE WITHOUT NOTICE. COMMERCIAL PLAYGROUND EQUIPMENT ARE MADE TO ORDER AND REQUIRES 6-8 WEEK LEAD TIME. FULL PAYMENT IS REQUIRED ON ALL EQUIPMENT AND SHIPPING CHARGES, INSTALLATION CHARGES ARE DUE UPON COMPLETION.

SALES TAX IS ADDED UNLESS A COPY OF VALID SALES TAX EXEMPTION CERTIFICATE IS PRESENTED WITH ORDER.

ACCESS TO SITE FOR DELIVERY, INSTALLATION AND CONSTRUCTION REQUIRES MOVING HEAVY EQUIPMENT AND MATERIALS (PSI) CANNOT BE HELD RESPONSIBLE FOR DAMAGE TO GRASS, LANDSCAPING, CURBS, SIDEWALKS OR ANY OTHER PROPERTY.

CALL SUNSHINE BEFORE YOU DIG @ (800) 432-4770. ALL UNDERGROUND UTILITIES MUST BE MARKED PRIOR TO COMMENCEMENT OF WORK. (PSI) WILL NOT BE HELD LIABLE TO UNDERGROUND LINES NOT MARKED. PERMITS THAT ARE REQUIRED ARE THE RESPONSIBILITY OF THE PROPERTY OWNER UNLESS OTHERWISE NOTED.

X _____ NAME/TITLE _____ DATE _____
 SIGNATURE ACCEPTS THE TERMS AND CONDITIONS OF THIS ESTIMATE











North Bay Village Community
1666 Kennedy Causeway, Suite 300
North Bay Village, FL 33141
Contact: Meagan Cook
Email: MCook@nbvillage.com
Tel: 786-447 --8145 / 305-756-7171

4/1 /2022

PROJECT: DR PAUL VOGEL COMMUNITY PARK

We submit this quotation as an offer to sell equipment/services to the buyer listed above. This is not an acknowledgement, and no goods will be produced until all requirements are met as stated herein to the satisfaction of the seller.

OPTION #1

One (1) Bay Arch Swing/ 5" Inch Posts
Includes Two Belts with Chains



PRICE: \$6,740.00
(Includes Freight, Delivery & Installation)
(DOES NOT INCLUDE PERMIT FEES & ENGINEER DRAWINGS)

DAVIE FLORIDA 33326 Phone (954) 588-1244
Email: alphaplaygroundsfl@gmail.com

SURFACE

AREA : 768 SQ FT

Material: Pour In Place Rubber

3.75" INCHES SAFETY RUBBER SYSTEM

- Install Crushed Aggregate Rocks
- Grade, Level & Compact Ground
- 3 ¼ inch of Base Buffing
- ½ "Inch Top Coat
- 50% Black & 50 % Color



PRICE: \$19,200.00

TOTAL: \$ 25,940.00

OPTION #1

**SALES TAX WILL BE ADDED IF APPLICABLE

OPTION #2

One (2) Bay Arch Swing / 5" Inch Posts
Includes Two Belts with Chains & Two Toddler Seats with Chains



PRICE: \$11,200.00
(Includes Freight, Delivery & Installation)
(DOES NOT INCLUDE PERMIT FEES & ENGINEER DRAWINGS)

DAVIE FLORIDA 33326 Phone (954) 588-1244
Email: alphaplaygroundsfl@gmail.com

SURFACE

AREA :1152 SQ FT

Material: Pour In Place Rubber

3.75" INCHES SAFETY RUBBER SYSTEM

- Install Crushed Aggregate Rocks
- Grade, Level & Compact Ground
- 3 ¼ inch of Base Buffing
- ½ "Inch Top Coat
- 50% Black & 50 % Color



PRICE: \$25,340.00

TOTAL: \$36,540.00

OPTION #2

**SALES TAX WILL BE ADDED IF APPLICABLE

WE ARE EXPERIENCING UNPRECEDENTED GLOBAL PRICE VOLATILITY & SHORTAGES AS WELL AS A SHIPPING CRISIS. PRICES ARE VALID FOR 30 DAYS AND ARE SUBJECT TO TOTAL PURCHASE PRICE DELIVERY: 8-20 WEEKS COLORS: TO BE DETERMINED PAYMENT TERMS: 50% DEPOSIT IS REQUIRED 50 % BALANCE IS DUE UPON COMPLETION.

MAKE CHECKS PAYABLE TO: ALPHA MANAGEMENT GROUP NO RETAINERS OR HOLDBACKS ARE ALLOWED.

IN ADDITION TO THE PRICES STATED HEREIN, BUYER AGREES TO PAY THE SELLER INTEREST ON ACCOUNTS PAST DUE AT A RATE OF 1.50% PER MONTH OR THE MAXIMUM ALLOWABLE INTEREST RATE APPLICABLE BY LAW, WHICHEVER IS LOWER AND ALL COLLECTION COSTS INCLUDING ATTORNEY FEES AND OTHER COSTS INVOLVED IN THE COLLECTION OF ANY ACCOUNT PAST DUE. UNTIL ALL AMOUNTS DUE HEREUNDER ARE PAID IN FULL, CUSTOMER SHALL NOT PERMIT THE EQUIPMENT TO BE LEVIED UPON OR ATTACHED UNDER ANY LEGAL PROCESS; TRANSFER TITLE TO THE EQUIPMENT OR ANY OF CUSTOMER'S RIGHTS HEREIN OR REMOVE OR PERMIT THE REMOVAL OF THE EQUIPMENT TO ANY LOCATION NOT SPECIFIED IN THIS QUOTE. ALPHA MANAGEMENT GROUP RETAINS FULL TITLE TO ALL EQUIPMENT UNTIL FULL PAYMENT IS RECEIVED BY ALPHA MANAGEMENT GROUP. CUSTOMER ASSUMES ALL RISK OF LOSS OR DESTRUCTION OF OR DAMAGE TO THE EQUIPMENT BY REASON OF THEFT, FIRE, WATER OR ANY OTHER CAUSE, AND THE OCCURRENCE OF ANY SUCH CASUALTY SHALL NOT RELIEVE THE CUSTOMER FROM ITS OBLIGATIONS HEREUNDER AND UNDER ANY INVOICES. UNTIL ALL AMOUNTS DUE HEREUNDER ARE PAID IN FULL, CUSTOMER SHALL INSURE THE EQUIPMENT AGAINST ALL SUCH LOSSES AND CASUALTIES.

SPECIFICATIONS: ALL EQUIPMENT IS PER MANUFACTURER'S CURRENT CATALOG SPECIFICATION WITH STANDARD COLORS. INSTALLATION DOES NOT INCLUDE ANY GROUND PREPARATION, LANDSCAPING, BORDERS, OR SURFACE MEDIA SUCH AS SAND, MULCH, ETC., UNLESS STATED. WE ARE NOT RESPONSIBLE FOR ANY DAMAGES TO UNDERGROUND UTILITIES, IRRIGATION LINES, ETC., UNLESS THEY HAVE BEEN MARKED AND BROUGHT TO OUR ATTENTION. ALPHA MANAGEMENT GROUP IS NOT RESPONSIBLE FOR PERMITS OR THEIR ASSOCIATED COSTS UNLESS STATED. HOWEVER, WE WILL PROVIDE NECESSARY DOCUMENTATIONS FOR PERMITS AND WILL CHARGE TO THE CUSTOMER THE COSTS INVOLVED TO OBTAIN PERMITS SUCH AS ENGINEERING, COURIER, PERMIT FEES, ETC. ALPHA MANAGEMENT GROUP IS NOT RESPONSIBLE FOR THE TIME FRAME CITY TAKES TO PROCESS AND APPROVE DRAWINGS AND FINAL INSPECTIONS.

ALL DEPOSITS ARE NONREFUNDABLE AND ALL ORDERS ARE FINAL. IF CUSTOMER CANCELS AN ORDER THERE WILL BE A 30% RESTOCKING FEE ON THE TOTAL PURCHASE PRICE OF THE CANCELLED ITEMS.

IF CUSTOMER CHOOSES THE LEASE OPTION, ALL REQUIRED SIGNED LEASE PAPERS ARE TO BE GIVEN TO ALPHA MANAGEMENT GROUP PRIOR TO INSTALLATION.

SHIPPING INFORMATION: SHIPPING SCHEDULE IS AN ESTIMATE ONLY. WE DO OUR BEST TO MAINTAIN TIMELY SCHEDULES. WE ARE NOT RESPONSIBLE FOR ANY COST OR DAMAGES RESULTING FROM SHIPPING DELAYS. THE SHIPPING SCHEDULE DOES NOT INCLUDE, NOR ARE WE RESPONSIBLE FOR, TIME IN TRANSIT. SHIPPING CHARGES DO NOT INCLUDE TRUCK UNLOADING.

TO ACCEPT THIS QUOTATION, PLEASE SIGN, DATE AND RETURN WITH ANY OTHER MATERIALS REQUIRED. ONCE SIGNED AND ACCEPTED BY SELLER, ANY CHANGES MUST BE SUBMITTED IN WRITING AND APPROVED BY THE SELLER. NO GOODS MAY BE RETURNED WITHOUT THE PRIOR WRITTEN CONSENT OF THE SELLER.

IT IS PURCHASER RESPONSIBILITY TO ENSURE THAT THE PLAY AREA IS RESILIENT, SAFE AND FREE OF ANY POTENTIAL HAZARDS. ALL PLAY ACTIVITY MUST BE ADULT SUPERVISED. PLAYGROUND EQUIPMENT COMES WITH A MANUFACTURER'S WARRANTY FOR THE PURCHASER. ALPHA MANAGEMENT GROUP ASSUMES NO RESPONSIBILITY OR LIABILITY FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES OR INJURIES WHICH MAY ARISE FROM THE PURCHASER OR USE OF SAID EQUIPMENT. PURCHASER ACCEPTS THIS DISCLAIMER. WOODEN PLAYSETS WILL SHOW DISTORTION, AS WELL AS SEASONING CHECKS / CRACKS. THESE ARE NATURAL CHARACTERISTICS OF WOOD AND IN NO WAY SHOULD AFFECT THE STRUCTURAL INTEGRITY OF THE SWINGSETS.

PURCHASER PROMISES TO PAY ALPHA MANAGEMENT GROUP IN FULL FOR ALL PLAYGROUND EQUIPMENT UPON RECEIPT OF PLAYGROUND EQUIPMENT. IF FINAL BALANCE DUE OR ANY OTHER UNPAID AMOUNT MUST BE COLLECTED FROM PURCHASERS. PURCHASER AGREES TO PAY IN ADDITION TO THE FINAL BALANCE DUE OR ANY OTHER UNPAID AMOUNT, ALL COST AND EXPENSES, INCLUDING REASONABLE ATTORNEYS' FEES, ASSOCIATED WITH COLLECTION. ANY FINAL BALANCE DUE OR ANY UNPAID AMOUNT NOT PAID UPON RECEIPT OF PLAYGROUND EQUIPMENT SHALL CARRY INTEREST RATE OF 15% PER ANNUM, UNTIL PAID.

**DAVIE FLORIDA 33326 Phone (954) 588-1244
Email: alphaplaygroundsfl@gmail.com**



ALL EQUIPMENT REMAINS THE PROPERTY OF ALPHA MANAGEMENT GROUP UNTIL THE CONTRACT PRICE IS PAID IN FULL. UPON FULL EXECUTION, THIS QUOTE SHALL BE BINDING UPON AND INUIRE TO THE BENEFIT OF THE PARTIES AND THEIR SUCCESSORS AND ASSIGNS.

BY SIGNING THIS QUOTATION, YOU AGREE TO THE ABOVE TERMS AND WILL PROCESS ACCORDINGLY.

SIGNATURE: _____ DATE: __/__/__

PRINTED NAME: _____

DAVIE FLORIDA 33326 Phone (954) 588-1244
Email: alphaplaygroundsfl@gmail.com



NORTH BAY VILLAGE
EST. 1945

ITEM NO. 14.C

North Bay Village Recommendation Memorandum

DATE: April 12, 2022

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

FROM: Delroy Peters,

SPONSORED BY: Mayor Latham and Vice Mayor Wilmoth

SUBJECT: **RESOLUTION APPROVING ISSUANCE OF WORK ORDER TO SFM SERVICES, INC. FOR TREE PLANTING SERVICES FOR THE BEAUTIFICATION OF HARBOR ISLAND - SPONSORED BY MAYOR BRENT LATHAM AND VICE MAYOR MARVIN WILMOTH**

RECOMMENDATION

A RESOLUTION OF THE COMMISSION OF NORTH BAY VILLAGE, FLORIDA, AUTHORIZING THE VILLAGE MANAGER TO ISSUE A WORK ORDER TO SFM LANDSCAPE SERVICES, LLC FOR THE HARBOR ISLAND LANDSCAPE IMPROVEMENT PROJECT IN AN AMOUNT NOT TO EXCEED \$51,805.80; AMENDING THE BUDGET FOR FISCAL YEAR 2021-2022; AND PROVIDING FOR AN EFFECTIVE DATE.

BACKGROUND AND ANALYSIS

Consistent with the Village's approved NBV100 Comprehensive Strategic Plan for infrastructure improvements and reasserting NBV's image as greener, smarter, and more connected, the Village seeks to improve the green space on Harbor Island. This improvement would include planting trees to improve the canopy, reducing the heat island effects, and enhancing the aesthetic beauty of the corridors.

Additionally, ground cover would be planted below the trees to enhance the foliage in the bulb-outs and discourage the dumping of waste in these areas. The overall beauty of the Island would be enhanced. A map of the locations where tree planting is proposed is provided in attachment, "HI Map for Tree Planting-3."

The Village received a proposal from SFM Services Inc to plant trees and ground cover. Gumbo Limbos and green island ficus would be planted. The attachment "Proposal for Tree Planting-HI" details the proposal.

This will be a new Capital Project (CP22-05), as it was not a part of the Adopted Budget/5-Year Capital Plan. Staff recommends that the Commission authorize the Transfer from the General Fund of the Appropriation of Unreserved Fund Balance (001.00.389.3891) of \$41,805.80 and Repair & Maintenance of Grounds (112.18.541.4605) of \$10,000, to the Capital Projects Fund for the Landscape Improvements Harbor Island Project (320.61.630.6100) for a total of \$51,805.80. See attached for Budget Amendment (Exhibit B). Staff recommends for the Commission to approve the proposal and authorize the funding of the project from the indicated funding sources.

BUDGETARY/FINANCIAL IMPACT (Finance Dept.)

Appropriation of Unreserved Fund Balance (001.00.389.3891) \$41,805.80, Repairs & Maintenance of Grounds (112.18.541.4605) \$10,000, Landscape Improvements Harbor Island Project (320.61.630.6100) \$51,805.80

PERSONNEL IMPACT

NONE

RESOLUTION NO. 2022-_____

A RESOLUTION OF THE COMMISSION OF NORTH BAY VILLAGE, FLORIDA, AUTHORIZING THE VILLAGE MANAGER TO ISSUE A WORK ORDER TO SFM LANDSCAPE SERVICES, LLC FOR THE HARBOR ISLAND LANDSCAPE IMPROVEMENT PROJECT IN AN AMOUNT NOT TO EXCEED \$51,805.80; AMENDING THE BUDGET FOR FISCAL YEAR 2021-2022; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, North Bay Village (“Village”) issued RFP No. 2020-04 (the “RFP”) for services relating to landscaping maintenance services (the “Services”); and

WHEREAS, on November 23, 2020, pursuant to the RFP, the Village Commission selected SFM Landscape Services, LLC (the “Contractor”) to provide the Services; and

WHEREAS, on February 9, 2021, the Village Commission adopted Resolution No. 2021-005, approving the terms of an agreement with the Contractor and authorized the Village Manager to execute an agreement with Contractor (the “Agreement”); and

WHEREAS, Contractor has provided a proposal, attached hereto as Exhibit “A,” (collectively, the “Proposal”) to perform additional landscaping services for the Village’s Harbor Island Landscaping Project, which generally consists of planting landscape materials in the Village’s bulb outs throughout Harbor Island (the “Project”); and

WHEREAS, the Village Commission desires to authorize the Village Manager to issue a work order for the Project consistent with the Proposal attached hereto as Exhibit “A” in an amount not to exceed \$51,805.80 and the Agreement previously entered into between the Village and Contractor; and

WHEREAS, on September 29, 2021, the Village Commission adopted Resolution No. 2021-54 approving the budget for fiscal year 2021-2022 (the “Budget”); and

WHEREAS, pursuant to Section 166.241(5), Florida Statutes, the Village Commission may amend a budget at any time within a fiscal year; and

WHEREAS, pursuant to Section 35.21 of the Village Code of Ordinances and Florida Law, the Village Commission desires to amend the Budget consistent with the staff memorandum accompanying this resolution by authorizing the line item transfers as further provided in Exhibit “B” attached hereto and incorporated herein; and

WHEREAS, the Village Commission finds that this Resolution is in the best interest and welfare of the residents of the Village.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, AS FOLLOWS:

Section 1. Recitals. That each of the above-stated recitals are hereby adopted, confirmed, and incorporated herein.

Section 2. Authorization. That the Village Commission hereby authorizes the Village Manager to issue a work order to Contractor for the Project consistent with the Proposal attached hereto as Exhibit "A" and the Agreement previously executed in an amount not to exceed \$51,805.80.

Section 3. Amending Budget. That the Village Commission hereby approves an amendment to the budget by authorizing the line item transfers as further provided in Exhibit "B" attached hereto and incorporated herein.

Section 4. Implementation. That the Village Manager and Village Attorney are hereby authorized to take such further action as may be necessary to implement the purpose and provisions of this Resolution.

Section 5. Effective Date. That this Resolution shall be effective immediately upon adoption.

The foregoing Resolution was offered by _____ who moved its adoption. The motion was seconded by _____ and upon being put to a vote, the vote was as follows:

Mayor Brent Latham	_____
Vice Mayor Marvin Wilmoth	_____
Commissioner Richard Chervony	_____
Commissioner Rachel Streitfeld	_____
Commissioner Julianna Strout	_____

PASSED AND ADOPTED on this _____ day of _____, 2022.

Brent Latham, Mayor

ATTEST:

Debra E. Eastman, MMC
Interim Village Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

Weiss Serota Helfman Cole & Bierman, PL
Village Attorney



Tuesday, April 05, 2022

Re: Harbor Island Enhancements

Delroy Peters
 North Bay Village
 1666 John F. Kennedy Causeway
 North Bay Village, Florida

Dear Delroy,

Pursuant to your request, below please find our estimate to provide landscape services to be performed in North Bay Village as described for the following costs:

Description	Size	Qty	Price	Ext Price
Gumbo limbo	10-12' OA	26	\$ 880.00	\$ 22,880.00
Green island ficus	3 gal	408	\$ 17.60	\$ 7,180.80
Mulch	Bag	140	\$ 4.25	\$ 595.00
Planting soil	Cu Yd	70	\$ 45.00	\$ 3,150.00
Demo of palms & excavation				\$ 9,000.00
Establishment watering (30 days)				\$ 9,000.00
<i>Includes disposal of all debris, and related dumping fees</i>				\$ 51,805.80

Notes

- Includes establishment watering for 30 days
- Not responsible for damage to any curbing, lighting systems, or other utilities.
- Permit not included.
- Sales tax will be added to invoice if applicable.

Respectfully Submitted,

Robert Montesino

Robert Montesino
 Operations Manager
 Landscape Division

ACCEPTANCE OF PROPOSAL

The above prices, taxes, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. **Payments terms: 30 days.**

Date _____

Authorized Signature _____



15 Gumbo Limbo trees to be planted on West Dr. Corridor. 6 palms to be relocated; 3 buttonwood to be trees to be relocated; 1 (no name) tree to be removed; 5 new spots for Gumbo Limbo.

11 Gumbo Limbo trees to be planted on East Dr. Corridor. 8 palms to be replanted. 1 buttonwood to be replanted. 2 new spots for Gumbo Limbo.



NORTH BAY VILLAGE
HEART OF THE BAY

Budget Amendment Form

Department: Public Works/Capital Projects	Date: 4/12/2022
Fund(s) to be changed: General Fund/Capital Projects	

GL Account	GL Line Item	Transfer to:	Transfer from:
001.19.519.9132	Transfer to Capital Projects Fund	\$ 41,805.80	\$ -
001.00.389.3891	Appropriation of Unreserved Fund Balance	\$ -	\$ 41,805.80
112.18.541.4605	Repair & Maintenance of Grounds	\$ -	\$ 10,000.00
112.18.541.9132	Transfer to Capital Projects Fund	\$ 10,000.00	\$ -
320.00.381.3812	Transfer from Street Maintenance Fund	\$ -	\$ 10,000.00
320.61.630.6100	Landscape Improvements-Harbor Island Project #CP22-05	\$ 51,805.80	\$ -
320.00.381.3801	Transfer from General Fund	\$ -	\$ 41,805.80
TOTAL (Columns must be equal)		\$ 103,611.60	\$ 103,611.60

Description:

Transfer Repair & Maintenance of Grounds(\$10,000) and General Fund Appropriation of Unreserved Fund Balance (\$41,805.80) for the Harbor Island Beautification Landscape Improvement Project (\$51,805.80) - CP22-05



NORTH BAY VILLAGE
EST. 1945

ITEM NO. 14.D

North Bay Village Recommendation Memorandum

DATE: April 12, 2022

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

FROM: Madalyn Medrano, Commission Aide

SPONSORED BY: Mayor Brent Latham

SUBJECT: **DISCUSSION TO APPROVE A FORMAL PARTNERSHIP BETWEEN NORTH BAY VILLAGE AND THE CONSULATE OF THE REPUBLIC OF POLAND AND THE AMERICAN INSTITUTE OF POLISH CULTURE - SPONSORED BY MAYOR BRENT LATHAM**

RECOMMENDATION

To partner with the Consul of Poland and the American Institute of Polish Culture in order to assist local organizations in Poland in their mission to improve the quality of life.

BACKGROUND AND ANALYSIS

Mayor Brent Latham connected with Beata M. Paszyc, the *Executive Director* of The American Institute of Polish Culture, Inc. and the *Honorary Vice Consul* of the Consulate of the Republic of Poland in hopes of creating a long-term partnership with these two organizations.

North Bay Village is the home of the Consulate of the Republic of Poland and wishes to provide aide to the Polish community. Currently, there is an urgency to help the people of Poland as the influx of Ukrainian refugees are in need of aide.

This partnership will enable the Village to promote, sponsor, and collaborate on events that encourage cultural exchange.

By partnering with the Consul of Poland and the American Institute of Polish Culture, North Bay Village will become partner with local organizations in their mission to improve the quality of life.

Livability

By centering on people – residents, business owners and visitors – North Bay Village will become a more attractive place to work, live and do business. The NBV100 Livability pillar puts the focus on placemaking in four ways:

- Prioritizing people over cars,
- Embracing the waterfront,
- Improving the quality of life, and
- Refreshing the NBV identity.

BUDGETARY/FINANCIAL IMPACT (Finance Dept.)

N/A

PERSONNEL IMPACT

N/A



NORTH BAY VILLAGE
EST. 1945

North Bay Village Memorandum

1666 Kennedy Causeway, Suite 300 North Bay Village, FL 33141
Tel: (305) 756-7171 Fax: (305) 756-7722 Website:
www.northbayvillage-fl.gov

Date: April 12, 2022

From: Mayor Brent Latham

Subject: Discussion to Approve a Formal Partnership between North Bay Village and the Honorary Consulate of the Republic of Poland and The American Institute of Polish Culture.

Mayor Brent Latham connected with Beata M. Paszyc, the *Executive Director* of The American Institute of Polish Culture, Inc. and the *Honorary Vice Consul* of the Republic of Poland representing the Honorary Consulate of the Republic of Poland in hopes of creating a long-term partnership with these two organizations. North Bay Village is the home of the Honorary Consulate of the Republic of Poland and the American Institute of Polish Culture established in 1972 and wishes to provide aide to the Polish community.

Currently, there is an urgency to help the people of Poland as the influx of Ukrainian refugees are in need of aide. This partnership will enable the Village to promote, sponsor, and collaborate on events that encourage cultural exchange.

By partnering with the Consul of Poland and the American Institute of Polish Culture, North Bay Village will become partner with local organizations in their mission to improve the quality of life.

Livability

By centering on people – residents, business owners and visitors – North Bay Village will become a more attractive place to work, live and do business. The NBV100 Livability pillar puts the focus on placemaking in four ways:

- Prioritizing people over cars,
- Embracing the waterfront,
- Improving the quality of life, and
- Refreshing the NBV identity.



NORTH BAY VILLAGE
EST. 1945

ITEM NO. 14.E

North Bay Village Recommendation Memorandum

DATE: April 12, 2022

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

FROM: Madalyn Medrano, Commission Aide

SPONSORED BY: Mayor Brent Latham

BY:

SUBJECT:

DISCUSSION TO FORM A SISTER-CITY AGREEMENT BETWEEN TOWN OF PUSZCZYKOWO IN POLAND AND NORTH BAY VILLAGE - SPONSORED BY MAYOR BRENT LATHAM

RECOMMENDATION

To prepare a sister-city agreement in an effort to enhance the relationship between North Bay Village and the Town of Puszczykowo in hope of improving the quality of life of those in need.

BACKGROUND AND ANALYSIS

In light of the Russian invasion in Ukraine, there is an urgency to support the influx of Ukrainian refugees migrating to Poland. North Bay Village is the home of the Consulate of the Republic of Poland, and wishes to provide aide to the Polish community. Beata M. Paszyc, the Executive Director of The American Institute of Polish Culture, Inc. and the Honorary Vice Consul of the Consulate of the Republic of Poland met with Mayor Brent Latham to discuss a collaboration between a small town in Poland like Puszczykowo and North Bay Village. Puszczykowo is a town in Poznań, County, Poland, with 9,177 inhabitants (as of 2004), similar size as North Bay Village. It is proposed that the Village would enter into a sister-city agreement with the Town of Puszczykowo to provide monetary donations and collections of materials needed such as first aid emergency kits. The Mayor of Town Puszczykowo will share what is needed for Ukrainian refugees that are being housed by community members with little accessibility to resources. The proposed sister-city agreement would aim to build a community between North Bay Village and the Town of Puszczykowo in hope of improving the quality of life of those in need.

Livability

By centering on people – residents, business owners and visitors – North Bay Village will become a more attractive place to work, live and do business. The NBV100 Livability pillar puts the focus on placemaking in four ways:

- Prioritizing people over cars,
- Embracing the waterfront,
- Improving the quality of life, and
- Refreshing the NBV identity.

BUDGETARY/FINANCIAL IMPACT (Finance Dept.)

N/A

PERSONNEL IMPACT

N/A



NORTH BAY VILLAGE
EST. 1945

North Bay Village Memorandum

1666 Kennedy Causeway, Suite 300 North Bay Village, FL 33141
Tel: (305) 756-7171 Fax: (305) 756-7722 Website:
www.northbayvillage-fl.gov

Date: April 12, 2022

From: Mayor Brent Latham

Subject: Discussion to form a sister-city agreement between Town of Puszczkowo in Poland and North Bay Village.

In light of the Russian invasion in Ukraine, there is an urgency to support the influx of Ukrainian refugees migrating to Poland. North Bay Village is the home of the Honorary Consulate of the Republic of Poland, and wishes to provide aide to the Polish community.

Beata M. Paszyc, the *Executive Director* of The American Institute of Polish Culture, Inc. and the *Honorary Vice Consul* of the Republic of Poland met with Mayor Brent Latham to discuss a collaboration between a small town in Poland like Puszczkowo and North Bay Village. Puszczkowo is a town in Poznan, County, Poland, with 9,177 inhabitants (as of 2004), similar size as North Bay Village. It is proposed that the Village would enter into a sister-city agreement with the Town of Puszczkowo to provide monetary donations and collections of materials needed such as first aid emergency kits. The Mayor of Town Puszczkowo will share what is needed for Ukrainian refugees that are being housed by community members with little accessibility to resources.

The proposed sister-city agreement would aim to build a community between North Bay Village and the Town of Puszczkowo in hope of improving the quality of life of those in need.

Livability

By centering on people – residents, business owners and visitors – North Bay Village will become a more attractive place to work, live and do business. The NBV100 Livability pillar puts the focus on placemaking in four ways:

- Prioritizing people over cars,
- Embracing the waterfront,
- Improving the quality of life, and
- Refreshing the NBV identity.



NORTH BAY VILLAGE
EST. 1945

ITEM NO. 14.F

North Bay Village Recommendation Memorandum

DATE: April 12, 2022

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

FROM: Leo Cosio,

SPONSORED BY: Sponsored by: Commissioner Rachel Streitfeld

SUBJECT:
**ESTABLISHING NORTH BAY VILLAGE'S 2022-2023 FEDERAL
LEGISLATIVE PRIORITIES/APPROPRIATION REQUESTS - SPONSORED
BY COMMISSIONER RACHEL STREITFELD**

RECOMMENDATION

A RESOLUTION OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, ESTABLISHING THE VILLAGE'S 2022-2023 FEDERAL LEGISLATIVE PRIORITIES AND APPROPRIATION REQUESTS; REQUESTING MIAMI-DADE COUNTY'S SUPPORT OF THE VILLAGE'S FEDERAL PRIORITIES IN APPLICABLE FEDERAL FUNDING APPLICATIONS; PROVIDING FOR TRANSMITTAL; AND PROVIDING FOR AN EFFECTIVE DATE.

BACKGROUND AND ANALYSIS

North Bay Village's lobbyists, Rubin Turnbull and Associates and Becker and Poliakoff, P.A., recommend the accompanying projects for federal funding, in descending order of priority. They recommend that the top project be submitted to Congresswoman Maria Elvira Salazar to be considered for funding through a federal earmark.

The list of federal priorities include six infrastructure projects:

- Stormwater Pump Station Improvements (Village-Wide)
- Sanitary Sewer Main and Lateral Upgrade
- Wastewater Pump Station Improvements
- Treasure Island Road Improvements
- Roadway Milling, Resurfacing and Miscellaneous Right-of-Way Improvements (Harbor Island)
- Electric Vehicle Infrastructure or Buses

The North Bay Village Public Works Director has identified the Stormwater Pump Station Improvements project as the most important because neither pump, at North Bay Island and Treasure Island, has been functional for the past 10 years. The pumps are essential to the Village because they provide drainage relief to both islands by pumping stormwater off the islands through injection wells. The original pump design was not adequate for the volume of runoff generated on the islands, which causes the pumps to be overburdened and burn out.

Approval of this item supports securing infrastructure funding for North Bay Village; as such, it promotes the pillar of Resilience and the pillar of Livability.

Resilience

Adaptive, proactive measures on climate change are necessary for our water-privileged community. NBV100 initiatives prepare for further environmental changes through three stages:

- Created in water,
- Thriving with water, and
- Protected from water

Livability

By centering on people—residents, business owners and visitors—North Bay Village will become a more attractive place to work, live and do business. The NBV100 Livability pillar puts the focus on placemaking in four ways:

- Prioritizing people over cars,
- Embracing the waterfront,
- Improving the quality of life, and

- Refreshing the NBV identity

BUDGETARY/FINANCIAL IMPACT (Finance Dept.)

NONE

PERSONNEL IMPACT

NONE

RESOLUTION NO. 2022-____

A RESOLUTION OF THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, ESTABLISHING THE VILLAGE'S 2022-2023 FEDERAL LEGISLATIVE PRIORITIES AND APPROPRIATION REQUESTS; REQUESTING MIAMI-DADE COUNTY'S SUPPORT OF THE VILLAGE'S FEDERAL PRIORITIES IN APPLICABLE FEDERAL FUNDING APPLICATIONS; PROVIDING FOR TRANSMITTAL; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the North Bay Village (the "Village") Commission desires to establish the legislative priorities and appropriation requests set forth in Exhibit "A" attached hereto as the Village's 2022-2023 federal legislative priorities (the "Priorities"); and

WHEREAS, the Village Commission finds it is in the best interest and welfare of the residents of the Village to adopt this Resolution supporting the Priorities attached hereto as composite Exhibit "A."

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, FLORIDA, AS FOLLOWS:

Section 1. Recitals. That the above recitals are confirmed, adopted, and incorporated herein and made a part hereof by reference.

Section 2. Establishing Legislative Priorities. That the Village Commission hereby establishes the legislative priorities and appropriation requests set forth in Exhibit "A" attached hereto as the Village's 2022-2023 federal legislative priorities.

Section 3. Request for County Support. That the Village Commission requests that the Miami-Dade County Mayor and Board of County Commissioners consider the Village's 2022-2023 federal legislative priorities and include the Village on any applicable federal funding applications.

Section 4. Transmittal. That the Village Clerk is hereby directed to transmit a copy of this Resolution to Florida Senators Marco Rubio and Rick Scott, Florida Representative Maria Elvira Salazar, Miami-Dade County Mayor Daniella Levine Cava, and the Miami-Dade County Board of County Commissioners.

Section 5. Effective Date. This Resolution shall become effective immediately upon adoption.

The foregoing Resolution was offered by _____ who moved its adoption. The motion was seconded by _____ and upon being put to a vote, the vote was as follows:

Mayor Brent Latham _____

Vice Mayor Marvin Wilmoth _____

Commissioner Richard Chervony _____

Commissioner Rachel Streitfeld _____

Commissioner Julianna Strout _____

PASSED AND ADOPTED on this _____ day of _____, 2022.

Brent Latham, Mayor

ATTEST:

Debra E. Eastman, MMC
Interim Village Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

Weiss Serota Helfman Cole & Bierman, PL
Village Attorney

Composite Exhibit A

**NORTH BAY VILLAGE, FLORIDA
2022 FEDERAL LEGISLATIVE PRIORITIES AND APPROPRIATION REQUESTS**



NBV FEDERAL PRIORITIES – IN PRIORITY ORDER

No.	Project	Project Phase/ Cost	Current Status	Funding Request	Village Match	Current Project Updates	Federal Funding Sources
1	Stormwater Pump Station Improvements, Village-Wide	\$6.5 million	TBD	TBD	TBD	Project Scope: To repair and replace North Bay Island and Treasure Island Stormwater Pump Stations.	Federal Appropriations Environmental Protection Agency – South Florida Geographic Initiatives Program (Canal demonstration projects, stormwater demonstration projects, coral research, cause/effect of pollutants, aquatic resources, etc.).
2	Sanitary Sewer Main and Lateral Upgrade [UF22-01]	\$1.7 million Design/Study \$34,970 \$14,392 \$140,499.10 Paid to date: \$20,671.90 Balance voided Paid to Date: (new contract) \$37,315.41		Kimley Horn	UT \$49,362 UT \$149,499	Project Scope: Develop a Sanitary Sewer Evaluation Study (SSES) Reports based on flow data collected from the Village’s sanitary sewer collection system. Report must meet DERM requirements for infiltration & inflow (I/I).	Environmental Protection Agency Clean Water State Revolving Fund Loans and Grants Department of the Interior Water Recycling Projects that reclaim or reuse municipal, industrial, and agricultural wastewater; or impaired ground and surface waters.



NORTH BAY VILLAGE
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3	Wastewater Pump Station Improvements [SI21-01C]	\$3 million <u>Design</u> \$228,900 Paid to date: \$228,900 <u>Bid Phase</u> <u>Construction</u> Est: \$2,200,000 <u>CEI</u> Est: \$240,000			SRL \$228,900 N/A SRL \$2,2M	Project Scope: Evaluating the existing wastewater pumping and control systems for improved performance and efficiency, evaluating the current wastewater system flow patterns, analyzing pump station capacities, reviewing pump station operation for connection to the Village’s existing force main system, and replacing the existing pump station building on Galleon Street with a new submersible pump station for improved site development opportunities.	Environmental Protection Agency Clean Water State Revolving Fund Loans and Grants Department of the Interior Water Recycling Projects that reclaim or reuse municipal, industrial, and agricultural wastewater; or impaired ground and surface waters.
4	Treasure Island Road Improvement Project [RCP22-01] (\$4 million)	\$4 million <u>Design</u> \$333,841 Paid to date: \$19,793 \$220,913 Paid to date: 0.00 <u>Construction</u> TBD			CITT \$220,913 CITT \$2.1M	Project Scope: Roadway reconstruction, milling, repaving and landscaping elements. Design to provide for drainage, traffic control, traffic calming pedestrian accessibility & landscaping elements.	US Department of Transportation Promoting Resilient Operations for Transformative, Efficient, and Cost-Saving Transportation (PROTECT) - Grants will support planning, resilience improvements, community resilience and evacuation routes, and at-risk coastal infrastructure.



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		CEI TBD					Transportation Alternatives Program supports projects that create safer, more walkable streets, including pedestrian and bicycle infrastructure, Safe Routes to School programs, and other local community projects.
5	Roadway Milling, Resurfacing and Miscellaneous Right-of-Way Improvements-Harbor Island	\$2.5 million	TBD	TBD	TBD	Project Scope: Milling and repaving and striping of roadways in Harbor Island Community.	Roadway Milling and Resurfacing is considered general maintenance and not eligible for grant funding as a stand-alone project. Same funding opportunity as listed above.
6	Electric Vehicle Infrastructure or Buses	TBD	TBD	TBD	TBD	Project Scope: Install EV charging and alternative fuel in locations on public roads, schools, parks, and in publicly accessible parking facilities. Acquisition of low-no emission transit bus	US Department of Transportation Charging and Fueling Infrastructure Grants Bus and Bus Facilities Competitive Grants



Funding Sources

CEI: Construction Engineering Inspection

CITTB: CITT Bond

SRL: State Revolving Loan

UT: Utility Funds

Please note: Federal Agencies are still developing the guidelines for administering President Biden’s Bipartisan Infrastructure Law (BIL). Project eligibility is subject to change as the appropriate Federal Agencies release notices of funding opportunity. This document was developed based on the most recent available information. In many cases, funding will be made available to the Village at the State level through existing grant programs. Two current examples of this include the Bus and Bus Facilities Competitive Grants and the Transportation Alternatives Grant Program. FDOT administers both of these programs. The Village will explore all available opportunities to access BIL funding.



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North Bay Village Recommendation Memorandum

ITEM NO. 14.G

DATE: April 12, 2022

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

FROM: village clerk,

SPONSORED BY:

SUBJECT: APPOINTING NEW MEMBERS TO ADVISORY BOARDS TO FILL VACANCIES - D EASTMAN, INTERIM VILLAGE CLERK

RECOMMENDATION

It is requested that one new member be appointed to fill a vacancy on the **Animal Control Advisory Board** and one Alternate member on the **Planning and Zoning Board**.

BACKGROUND AND ANALYSIS

Applications Received since last Commission Meeting:

Name: Mark Jacob

Date: 2022-03-25

Mailing Address: 7900 Harbor Island Drive A920

Email: markjamesjacob@gmail.com

Telephone #: 9048064731

Village Resident: Yes

How Many Years: 2

Business Owner:

Name & Address of Business:

How Long Have You Been Operating in the Village: 0

Check The Board Committee You Would Like To Serve On: **Planning & Zoning Board**

Do you have any experience with Advisory Boards or Task Force? If yes, please explain:: I sat on the Planning and Zoning Board for The town of East Clarendon VT and as an alternate for Crescent City Fl.

*Why do you want to serve on the Advisory Boards or Task Force:: To be a more involved in the community.

Have you ever served on Advisory Boards or Task Force? If yes, please provide date and name of Advisory Boards or Task Force:: VT 1995-96, Fl 2004-05

What contributions could you make to the Advisory Boards or Task Force process?:

I certify that I am familiar with the information contained in this application, and that to the best of my knowledge such information is true, complete and accurate: Yes

Name: Sherry Abramson
Date: 2022-03-17
Mailing Address: 7532 Bounty Ave, NBV
Email: sherryamiami@gmail.com
Telephone #: 3059684481
Village Resident: Yes
How Manny Years: 4
Business Owner: No

Name & Address of Business:

How Long Have You Been Operating in the Village: 0

Check The Board Committee You Would Like To Serve On: Planning & Zoning Board

Do you have any experience with Advisory Boards or Task Force? If yes, please explain:: I have served on the Community Enhancement Board and I am the current chair of the Financial Advisory Board.

*Why do you want to serve on the Advisory Boards or Task Force:: I like being informed about what is going on in the village. I like participating and making a contribution to the city in which I live.

Have you ever served on Advisory Boards or Task Force? If yes, please provide date and name of Advisory Boards or Task Force:: Current chair of the FAB

What contributions could you make to the Advisory Boards or Task Force process?: I regularly tune into the commission meetings and keep up with the affairs of the village. I think my undergrad in architecture and Masters in town planning would serve me well as an alternate member of P&Z.

I certify that I am familiar with the information contained in this application, and that to the best of my knowledge such information is true, complete and accurate: Yes

Name: Rosaura Lopez
Date: 2022-03-17
Mailing Address: 7501 E Treasure Dr. Apt 5D
Email: rosauralopez72@gmail.com
Telephone #: 3057766277
Village Resident: Yes
How Manny Years: 4
Business Owner: No

Name & Address of Business: N/A

How Long Have You Been Operating in the Village: 0

Check The Board Committee You Would Like To Serve On: Animal Control Advisory Board

Do you have any experience with Advisory Boards or Task Force? If yes, please explain:: As a licensed Comunity Association Manager, I have served as facilitator of over 15 Board of Directors and over 25 resident's committees of the buildings I have managed.

*Why do you want to serve on the Advisory Boards or Task Force:: I want to use my professional skills and love for animals to serve the community where I live.

Have you ever served on Advisory Boards or Task Force? If yes, please provide date and name of Advisory Boards or Task Force:: N/A

What contributions could you make to the Advisory Boards or Task Force process?: As a manager of large residential buildings, I have developed a strong set of skills that I consider will be beneficial for the board. For example: I have developed strong interpersonal skills, I am a good communicator, extremely organized, and I use planning and strategic thinking to solve

complex challenges.

I certify that I am familiar with the information contained in this application, and that to the best of my knowledge such information is true, complete and accurate: Yes

BUDGETARY/FINANCIAL IMPACT (Finance Dept.)

NONE

PERSONNEL IMPACT

NONE