VILLAGE OF PALMETTO BAY

Mayor Karyn Cunningham
Vice Mayor Mark Merwitzer
Council Member Patrick Fiore (Seat 1)
Council Member Steve Cody (Seat 2)
Council Member Marsha Matson (Seat 3)

Village Manager Nick Marano
Village Attorney John Quick
Village Clerk Missy Arocha

In accordance with the Americans with Disabilities Act of 1990, persons needing special accommodation, a sign language interpreter, or hearing impaired to participate in this proceeding should contact the Village Clerk at (305) 259-1234 for assistance no later than four days prior to the meeting.

AGENDA
BUDGET WORKSHOP
TUESDAY, JUNE 23, 2026 – 7:00 PM

VILLAGE HALL MUNICIPAL CENTER
9705 EAST HIBISCUS STREET, PALMETTO BAY, FL 33157
(305) 259-1234

---

1. **CALL TO ORDER, ROLL CALL, INVOCATION, PLEDGE OF ALLEGIANCE, DECORUM STATEMENT, IN THAT ORDER:** Any person making impertinent or slanderous remarks, or who becomes boisterous, while addressing the Council may be barred from further appearance before the Council by the Mayor, unless permission to continue or again address the Council is granted by a majority vote of the Council. Applauding speakers shall be discouraged. Heckling or verbal outbursts in support or opposition to a speaker, or his or her remarks, shall be prohibited. No signs or placards shall be allowed in the Council meeting. Persons exiting the Council meeting shall do so quietly. All cellular telephones and beepers are to be silenced during the meeting.

2. **REQUESTS, PETITIONS, AND PUBLIC COMMENTS** Individuals wishing to speak on matters on the agenda and on items pertinent to the Village may do so by speaking during this section of the agenda. The Mayor will recognize those persons who wish to speak. Each speaker must sign-in prior to speaking on the designated public commentary sign-in sheet. Items for public hearing provided for within the agenda shall not be a topic of discussion during this section of the agenda. Please limit your comments to three (3) minutes or less. Public comments made by members of the public are important to the Village Council. Speakers will address the Village Council with respect.

3. FISCAL YEAR 2026 BUDGET ESTIMATES AND IMPACTS ON FISCAL YEAR 2026-2027 BUDGET PLANNING AND FORECASTING

A. VILLAGE MANAGER'S PRESENTATION

B. DEPARTMENTAL PRESENTATIONS

4. COUNCIL DISCUSSION

5. NEXT BUDGET WORKSHOP AND ADJOURNMENT

WE, THE VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, HEREBY COMMIT OURSELVES TO MAINTAINING CIVILITY IN OUR PUBLIC AND POLITICAL DISCOURSE AND PLEDGE TO THE FOLLOWING PRINCIPLES:

- We will respect the right of all citizens in our community to hold different opinions;
- We will avoid rhetoric intended to humiliate or question the wisdom of those whose opinions are different from ours;
- We will strive to understand differing perspectives;
- We will choose our words carefully;
- We will speak truthfully without accusation and we will avoid distortion;
- We will speak out against violence, prejudice, and incivility in all of their forms, whenever and wherever they occur.

NOTICE OF APPEAL RIGHTS

Pursuant to Florida Statutes 286.0105, the Village hereby advises the public that if a person decides to appeal any decision made by the Council with response to any matter considered at its meeting or hearing, he or she will need a record of the proceedings, and that for such purpose, the affected person may need to ensure that verbatim record of the proceedings is made, which record includes testimony and evidence upon which the appeal is to be based. This notice does not constitute consent by the Village for the introduction or admission of otherwise inadmissible or irrelevant evidence, nor does it authorize challenges or appeals not otherwise allowed.

AMERICAN DISABILITIES ACT OF 1990

This meeting is open to the public. In accordance with the American Disabilities Act of 1990, persons needing special accommodation or a sign language interpreter to participate in this proceeding should contact the Village Clerk at (305) 259-1234 no later than four (4) days prior to the meeting. Hearing Assistance Devices are available with the Village Clerk.

AGENDA ITEM NO. 3.A

Item Cover Page

BUDGET WORKSHOP AGENDA ITEM REPORT

DATE: June 23, 2026

SUBMITTED BY: Missy Arocha, Village Manager's Office

ITEM TYPE: Presentation

AGENDA SECTION: **FISCAL YEAR 2026 BUDGET ESTIMATES AND IMPACTS ON FISCAL YEAR 2026-2027 BUDGET PLANNING AND FORECASTING**

SUBJECT: VILLAGE MANAGER'S PRESENTATION

SUGGESTED ACTION:

ATTACHMENTS:
Budget Open House June 23 2026.pptx

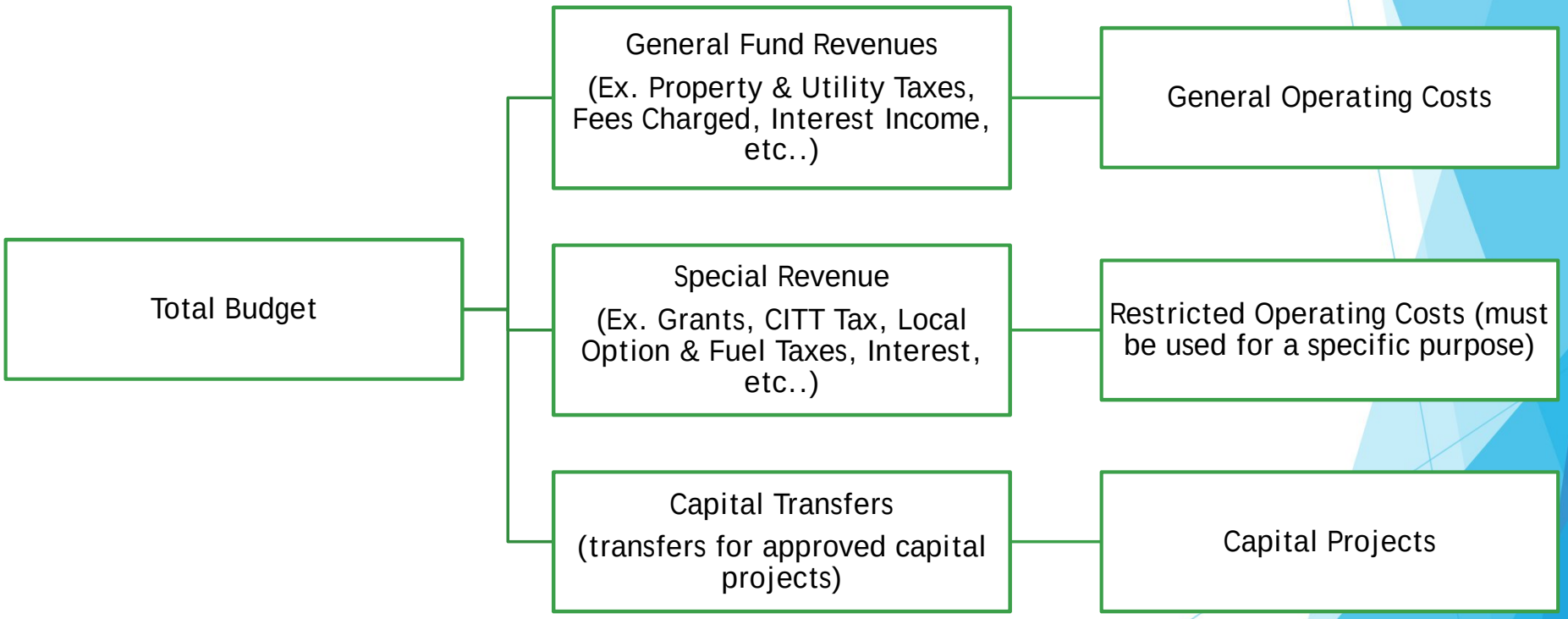
Budget Workshop

June 23, 2026

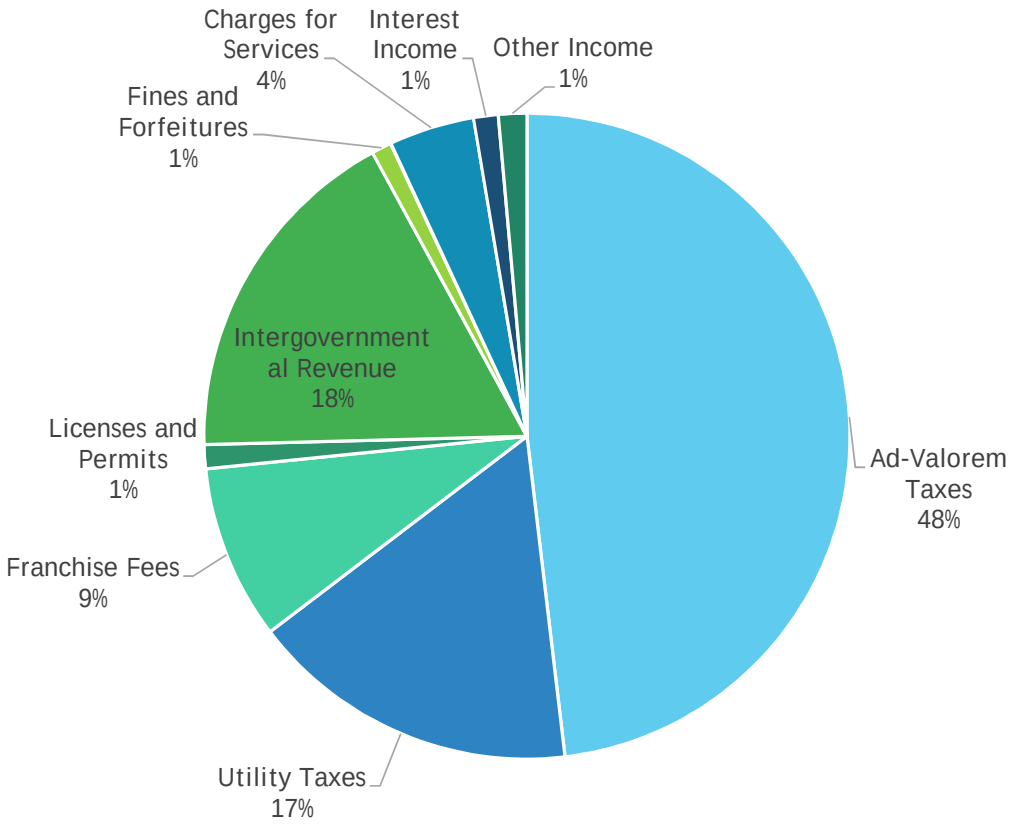
7:00pm

BUDGETARY FUNDS

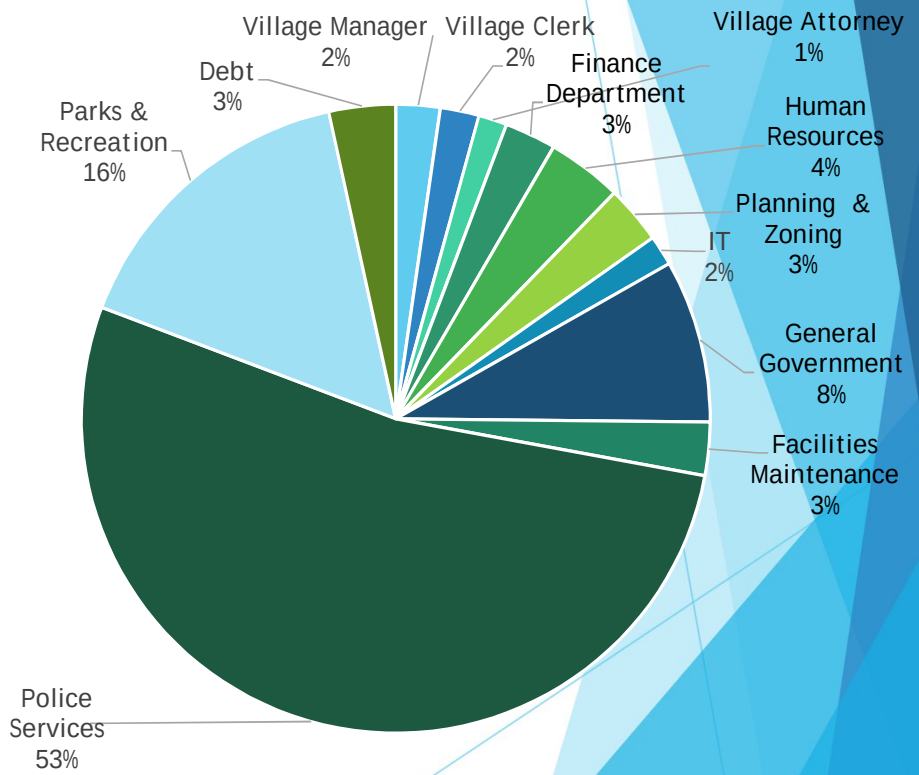
Categories and Uses



FY 26 GENERAL FUND SUMMARY

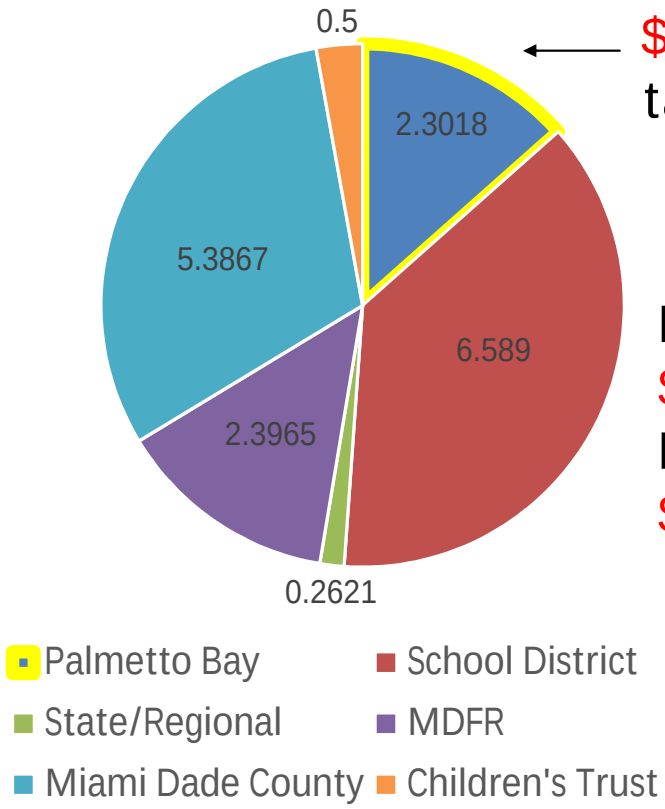


REVENUES



EXPENDITURES

Total Millage Rate Palmetto Bay 2023-2026

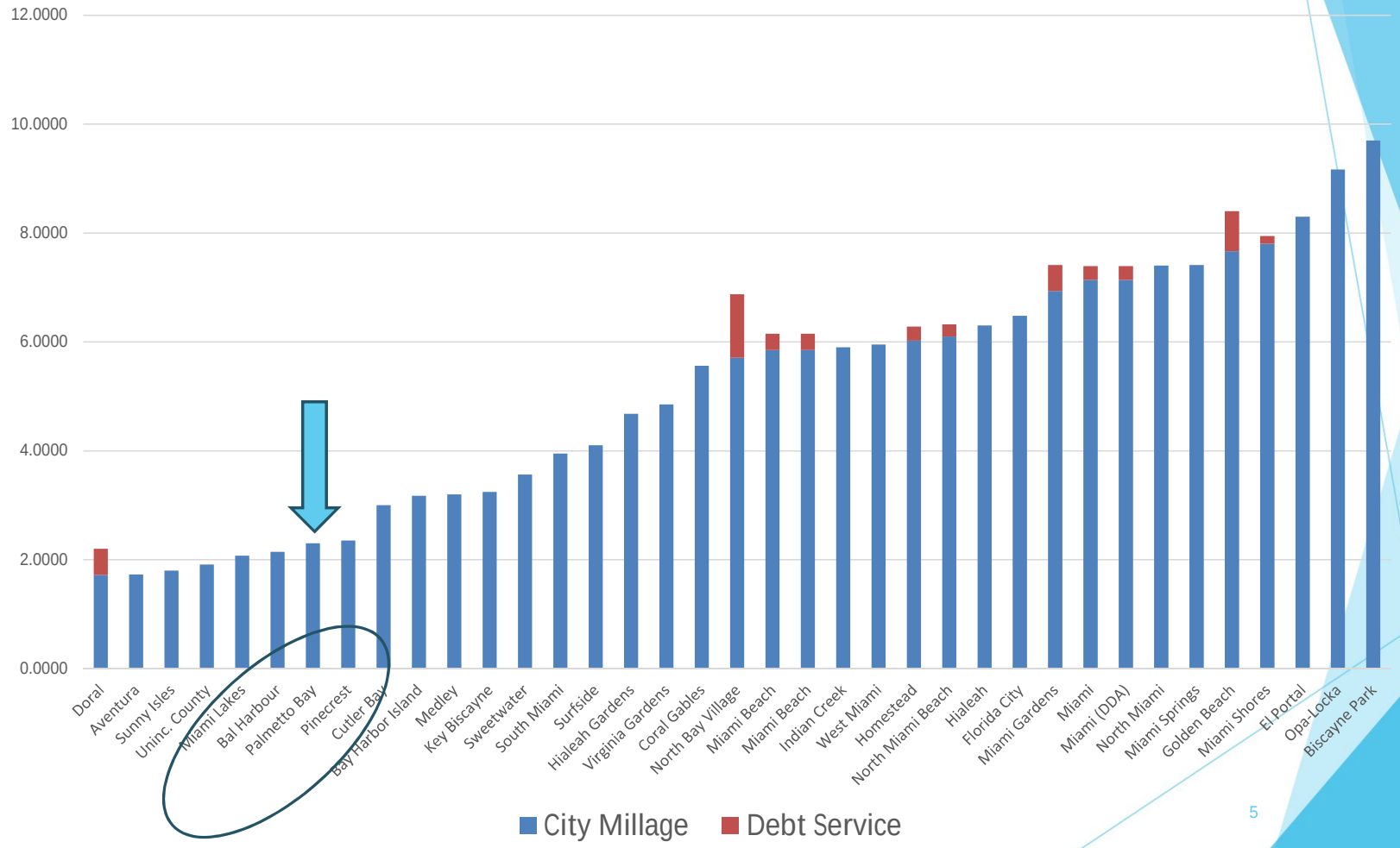


The Village of Palmetto Bay receives $0.13 of every $1.00 in property taxes paid.

Median Taxable Residential Property
$394,284
Palmetto Bay Tax @2.3018 mls
$907.56

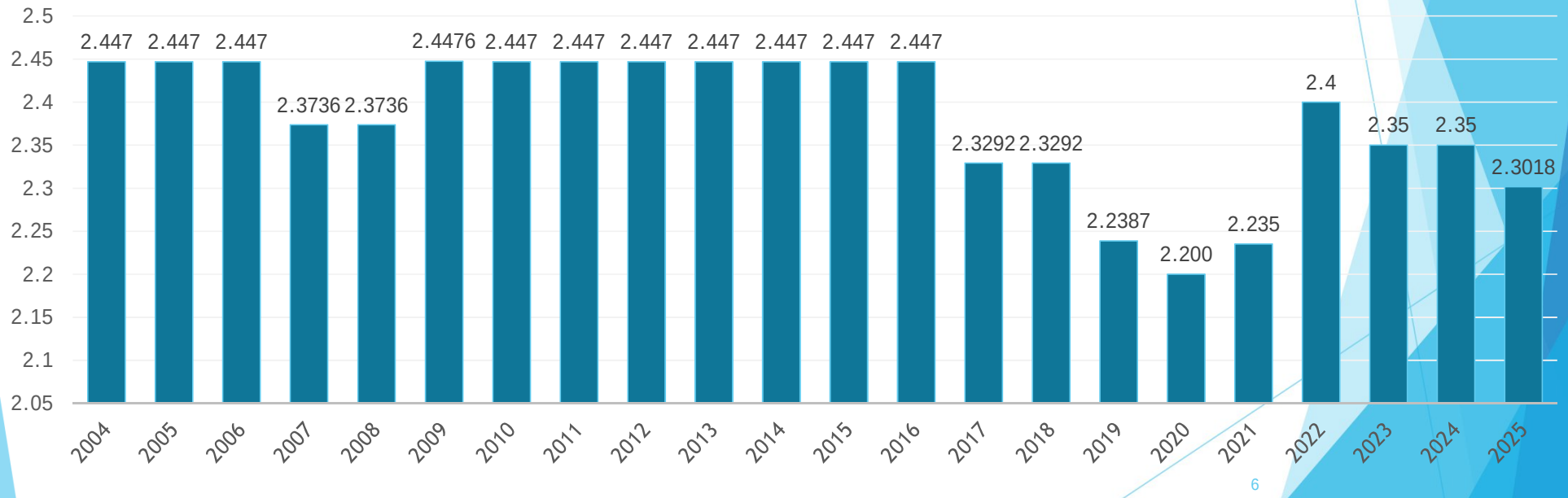
Source: Miami Dade County Property Appraiser

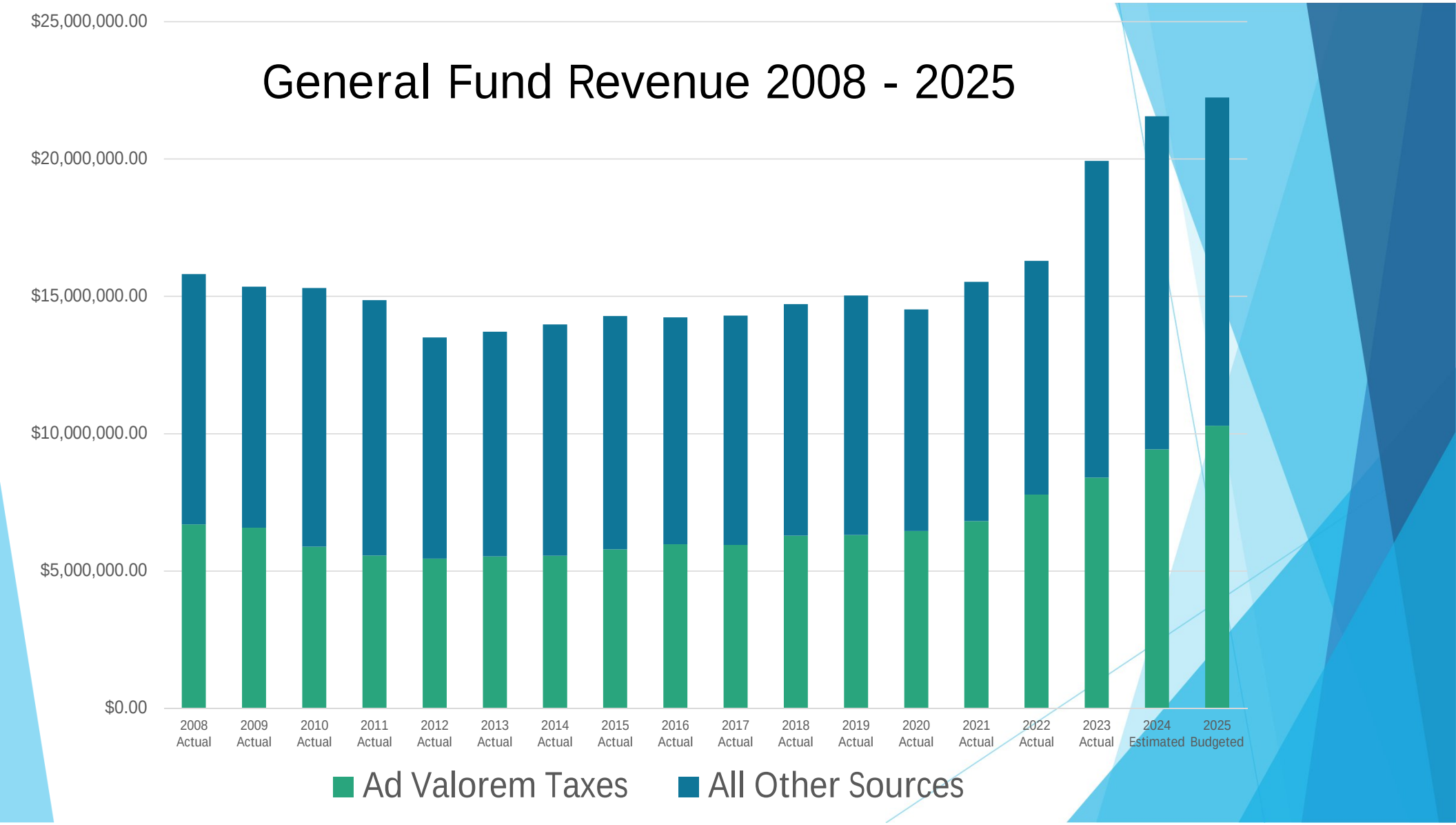
2024 Millage Rate Comparison

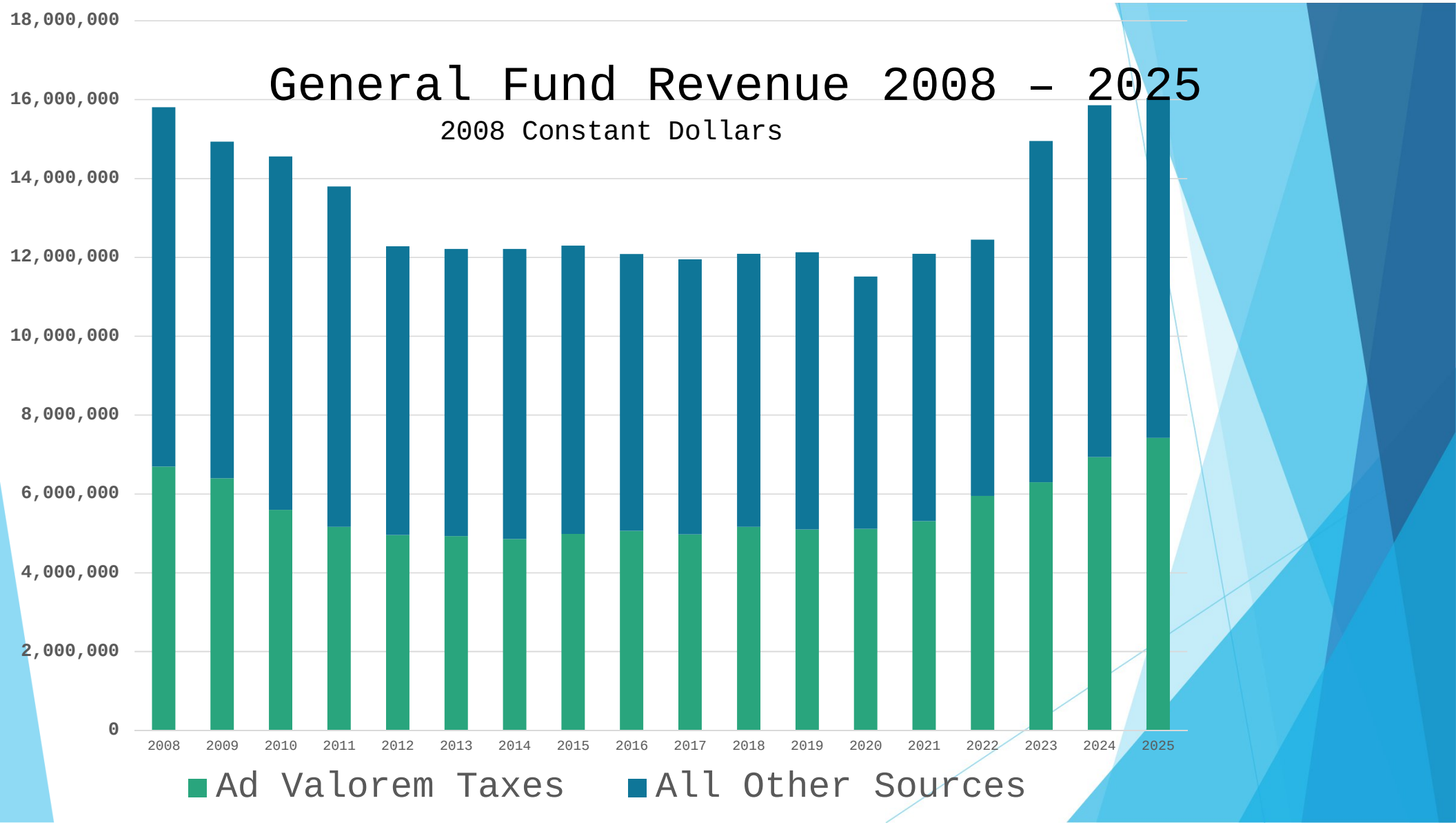


Source: Miami Dade County Property Appraiser

Millage Rate FY 04 – FY 26




General Fund Revenue 2008 - 2025
$25,000,000.00
$20,000,000.00
$15,000,000.00
$10,000,000.00
$5,000,000.00
$0.00
2008 Actual
2009 Actual
2010 Actual
2011 Actual
2012 Actual
2013 Actual
2014 Actual
2015 Actual
2016 Actual
2017 Actual
2018 Actual
2019 Actual
2020 Actual
2021 Actual
2022 Actual
2023 Actual
2024 Estimated
2025 Budgeted
Ad Valorem Taxes
All Other Sources


General Fund Revenue 2008 – 2025
2008 Constant Dollars
18,000,000
16,000,000
14,000,000
12,000,000
10,000,000
8,000,000
6,000,000
4,000,000
2,000,000
0
2008
2009
2010
2011
2012
2013
2014
2015
2016
2017
2018
2019
2020
2021
2022
2023
2024
2025
Ad Valorem Taxes
All Other Sources

FISCAL YEAR 2026
BUDGET TO ESTIMATED ACTUAL

	ADOPTED BUDGET	ESTIMATED ACTUALS
Village Council	$220,428	$194,775
Village Manager	$503,713	$485,370
Village Clerk	$442,928	$403,747
Village Attorney	$323,576	$1,126,216
Finance Department	$586,797	$558,894
Human Resources	$856,964	$775,049
Information Technology	$345,351	$329,285
General Government	$2,592,440	$2,568,134
Facilities		

TOTAL REVENUES ESTIMATED $22,473,484

BUDGET SURPLUS $618,231

FISCAL YEAR 2027 EXPECTATIONS

FISCAL YEAR 2027 TAX ROLL ASSESSMENT ESTIMATE

$5,160,000,000

APPROXIMATELY $300,000,000 INCREASE FROM PRIOR YEAR ASSESSMENT

AT THE CURRENT MILLAGE RATE AD-VALOREM TAXES WOULD BE APPROXIMATELY $11,283,423 OR $486,806 MORE THAN CURRENT YEAR

Based on a 95% collection rate

FISCAL YEAR 2027 EXPECTATIONS

ALL OTHER REVENUE SOURCES
$605,493 ABOVE CURRENT YEAR

TOTAL REVENUE FORECAST FOR FY 27
IS $1,092,299 ABOVE CURRENT YEAR

AGENDA ITEM NO. 3.B

Item Cover Page

BUDGET WORKSHOP AGENDA ITEM REPORT

DATE:	June 23, 2026
SUBMITTED BY:	Missy Arocha, Village Manager's Office
ITEM TYPE:	Presentation
AGENDA SECTION:	**FISCAL YEAR 2026 BUDGET ESTIMATES AND IMPACTS ON FISCAL YEAR 2026-2027 BUDGET PLANNING AND FORECASTING**
SUBJECT:	DEPARTMENTAL PRESENTATIONS
SUGGESTED ACTION:	

ATTACHMENTS:
June 2026 Budget Workshop - ALL PRESENTATIONS.pptx

FY 2027 Budget Workshop

Office of the Village Clerk

Missel "Missy" Arocha | Village Clerk

FY2027 October 1, 2026 – September 30, 2027

Department Overview

Department Mission

- The Village Clerk is one of three Chartered positions established by the Village Charter and is appointed by the Village Council. The Office serves as corporate secretary to the Village Council, Local Planning Agency, Palmetto Bay Foundation, Charter Revision Commission, and other Boards and Committees; coordinates agendas and maintains the official minutes of all proceedings; provides public notice of all meetings; serves as custodian of the Village Seal and the Village's Public Records; serves as Supervisor of Elections for Palmetto Bay and Records Management Liaison Officer; and coordinates Financial Disclosures with the Florida Commission on Ethics under a records program compliant with Florida Public Records Law and State retention schedules.

Authorized/Funded Positions (confirm with HR)

- Full-Time: 4 Part-Time: 0 Contract: 0 Total: 4 (FT: Village Clerk, Administrative Assistant I, 2× Administrative Assistant II — no changes from FY2025)
- Functions: Council Agendas & Minutes | Elections | Public Records (Ch. 119) | Records Management | Financial Disclosure | Passport Services
- Fund: General Fund (primary operating budget)

FY 2026 Adopted Budget Snapshot

- Personnel Expenses: $339,778
- Operating Expenses: $103,150
- Capital Outlay: $0
- Total Adopted: $442,928

The Office is roughly 1.5% of the General Fund operating budget. FY2026 carries no Election Costs (off-cycle year); the FY2025 budget included $45,000 for the November 2024 election. Passport acceptance services provide resident convenience and modest offsetting General Fund revenue.

FY 2026 Accomplishments

- [Goal A] Launched the e-Comments feature — residents can now submit public comments online for Council meetings, expanding civic engagement and accessibility for those unable to attend in person.
- [Goal A] Leveraged Granicus to streamline agenda creation, meeting management, and video archiving — fully digital agenda packets (Granicus Peak) enhance transparency and operational efficiency for Council and the public.
- [Goal A] Managed and fulfilled public records requests electronically through JustFOIA — residents submit requests, track status in real time, and receive frequently requested documents instantly, ensuring timely responses and full compliance with Chapter 119, Florida Statutes.
- [Goal A] Hosted the First Annual Mobile Unit Services event in partnership with Miami-Dade Clerk of the Court Juan Fernandez-Barquin — brought County Clerk services directly to residents at Village Hall. Hosted the First Annual Passport Fair in collaboration with the office of Congresswoman Maria Elvira Salazar.
- [Goal B] Advanced paperless operations — digital agenda packets, DocuSign electronic signatures for internal approvals and contracts, and Laserfiche digital records archiving reduced printing, postage, and storage costs Village-wide. Advanced to electronic voting for Council Meetings with Granicus PEAK.

Goals: A=Accessible/efficient govt | B=Financial stability

FY2026 Performance

Office of the Village Clerk (General Fund)

Object Category	FY2026 Adopted	FY2026 Projected Actual	Variance ($)	Variance (%)
Personnel Expenses	$339,778	$334,700	($5,078)	(1.5%)
Operating Expenses	$103,150	$88,500	($14,650)	(14.2%)
Capital Outlay	$0	$0	$0	N/A
TOTAL	$442,928	$423,200	($19,728)	(4.5%)

Key Variance Notes: Projected to finish under budget. Operating underspend is driven by Professional Services – Consulting trending below the $25,000 line (FY2024 actual: $0) and Legal Advertisement trending below the $60,000 line (consistent with FY2025 estimate of ~$50K). Personnel tracking ~1.5% under adopted, consistent with the FY2025 pattern. No Election Costs in FY2026 (off-cycle year). Projected actuals are Manager's office estimates — confirm with Finance (D. Chin) before the workshop.

FY 2027 Goals & Strategic Priorities

- [Goal A] Administer the November 2026 Village General Election — manage candidate qualifying, legal noticing, and canvassing in coordination with the Miami-Dade Supervisor of Elections, supported by the EasyVote election management system. Measured by: election certified without error or contest; all statutory deadlines met.

- [Goal A] Sustain public records performance through JustFOIA — maintain timely responses and full Chapter 119 compliance as request volume grows; provide instant access to frequently requested documents. Measured by: average response time; % of requests closed within target.

- [Goal B] Evaluate website publication of legal notices under Chapter 50, Florida Statutes — assess potential savings against the $60,000 Legal Advertisement line while preserving statutory notice requirements. Measured by: cost comparison report to the Village Manager; savings realized in FY2027.

- [Goal A] Expand Laserfiche digital archiving — convert priority paper record series to digital and maintain compliance with State of Florida retention schedules (GS1-SL). Measured by: number of record series digitized; disposition certifications filed.

A=Accessible/efficient govt | B=Financial stability

FY2027 Requested Budget

Office of the Village Clerk (General Fund)

Object Category	FY2026 Adopted	FY2027 Proposed	Change ($)	Change (%)
Personnel Expenses	$339,778	$349,971	+$10,193	+3.0%
Operating Expenses	$103,150	$148,150	+$45,000	+43.6%
Capital Outlay	$0	$0	$0	N/A
Grants / External Funding	$0	$0	$0	N/A
TOTAL	$442,928	$498,121	+$55,193	+12.5%

Staffing Change: No FTE change — 4 FT maintained (Village Clerk, Administrative Assistant I, 2× Administrative Assistant II). Personnel increase: COLA/merit (~3%) — placeholder pending Council compensation direction. Operating driver: Election Costs line restored at $45,000 for the November 2026 Village General Election (Village offices plus statewide constitutional amendments on the ballot); matches the FY2025 election-year budget. All other lines held flat: Legal Advertisement $60,000, Ordinance Codification $8,000, Professional Services – Consulting $25,000. Watch item: Chapter 50 website-publication option could reduce the Legal Advertisement line if adopted (see Slide 5).

Risks & Challenges

HIGH RISK

- November 2026 election cycle — FY2027 is an election year for the Village, and the same ballot carries the statewide homestead exemption constitutional amendment with direct fiscal stakes for Palmetto Bay. Missed statutory deadlines or administration errors carry legal and reputational exposure. Cost of doing nothing: the FY2026 base contains $0 for elections — without restoring the line, the Office cannot fund ballot, noticing, and election services obligations. Mitigation: $45,000 Election Costs restored in the FY2027 request; EasyVote system in place; early coordination with the Miami-Dade Supervisor of Elections.

MEDIUM RISK

- Public records demand and Chapter 119 litigation exposure — request volume continues to grow, and Florida law allows attorney's fee awards against agencies for unlawful delay or denial. A four-person office absorbs volume spikes with no slack. Cost of doing nothing: fee-shifting judgments and unbudgeted legal costs that far exceed the cost of prevention. Mitigation: JustFOIA tracking with response-time monitoring; annual public records training coordinated with the Village Attorney (John Quick).

LOW RISK / WATCH ITEM

- Institutional knowledge concentration — statutory duties (minutes, elections, records retention, financial disclosure coordination) are concentrated in a four-person office, creating single-point-of-failure risk. Cost of doing nothing: service disruption and compliance gaps during turnover or extended absence. Mitigation: cross-training plan and documented SOPs for core statutory functions; support Florida Association of City Clerks certification track for administrative staff.

FY 2027 Budget Workshop

Department of Building & Permitting
Dean Klements | Building Official
FY2027 October 1, 2026 – September 30, 2027

Department Overview

Department Mission

- The Department of Building & Permitting safeguards the health, safety, and welfare of Palmetto Bay residents by enforcing and implementing Federal, State, and Local building laws through the Florida Building Code. The Department issues building permits, conducts inspections, administers Flood Plain regulations, and enforces codes and regulations promulgated by the Florida Building Commission, Miami-Dade County, DERM, FDOH, and the Village of Palmetto Bay.

Authorized/Funded Positions (confirm with HR)

- Full-Time: 5 Part-Time: 1 Contract: 7 Total: 13
- Full Time: Building Official, Operations Manager, Plans Processing Clerk, Inspections Coordinator & Permit clerk.
- Part Time: 1 Inspector/Plans Examiner
- Contractual: 6 Inspector/Plans Examiners, and 1 Administrative Temp.
- Fund: Special Revenue Fund — Building & Permitting (self-funded; revenues from permit fees)

FY 2026 Adopted Budget Snapshot

- Personnel Services: $1,445,101
- Operating Expenses: $853,500
- Capital Outlay: $0
- Total Adopted: $2,298,601

Note: All budget figures must match the FY2026 budget file exactly. Capital expenditures may come from multiple funds

FY 2026 Accomplishments

- [Goal A] Enhanced Digital Government Services — Successfully expanded online permitting services through the implementation and continued enhancement of the online permitting portal, allowing residents and contractors to apply, pay, and track permits electronically. Processed approximately 2,900 permits and over 3,400 applications online, reducing in-person visits and improving customer service.
- [Goal B] Maintained Service Levels Through Operational Efficiency— Completed 10,937 inspections while maintaining review and inspection schedules despite staffing adjustments, ensuring uninterrupted customer service and efficient resource utilization.
- [Goal B] Achieved Financial Stability in the Building Fund— Supported permit operations that generated over $2 million in permit fee revenue, contributing to the transition from an FY2024 deficit position of ($865,342) to a projected positive fund balance of $276,503 by FY2026 year-end.
- [Goal D] Supported Responsible Community Development— Facilitated the review, approval, and inspection of major development projects, including the Shores at Palmetto Bay project, ensuring compliance with Village regulations while supporting strategic growth initiatives.
- [Goal D] Reduced Permit Delays and Revision Cycles— Improved permit application quality through enhanced submission standards, applicant guidance, and pre-construction coordination efforts, reducing permit resubmittals and minimizing review delays for residents, contractors, and design professionals.

Council Strategic Goals: A-Accessible govt | B-Financial stability | C-Parks/infrastructure | D-Responsible growth | E-Walkable Village | F-Safe community

FY2026 Budget Performance

Object Category	FY2026 Adopted	FY2026 Projected Actual	Variance ($)	Variance (%)
Personnel Expenses	$1,425,301	$1,425,301	$0	(0%)
Operating Expenses	$873,300	$885,000	$11,700	(1.3%)
Capital Outlay	$0	$0	$0	N/A
TOTAL	$2,298,601	$2,310,301	$11,700	(0.5%)

Key Variance Notes: Budget performance was essentially on target, with an overall projected variance of only 0.51% (+$11,700). The minor operating overage is primarily attributable to higher-than-budgeted Software Licensing and Maintenance costs ($41,000 projected vs. $30,000 budgeted), along with modest increases in Office Supplies and Workers' Compensation expenses. Personnel expenditures are projected to remain within budget, and no capital outlay expenditures were incurred during FY 2026. No significant one-time expenditures or mid-year budget amendments were identified..

FY 2027 Goals & Strategic Priorities

- [Goal A] Advance Digital Permitting Services-Complete implementation of the Village's next-generation permitting platform to enhance customer experience, improve operational efficiency, and support integrated electronic plan review. Measured by: percentage of permits processed through the new platform and average permit review turnaround time.
- [Goal B] Maintain Financial Sustainability of the Building Fund — Generate annual permit fee revenues exceeding $2,000,000 while maintaining a positive fund balance and operating within the adopted budget. Measured by: year-end fund balance and annual revenue performance
- [Goal C] Support Village Capital and Infrastructure Investments — Provide timely permitting, plan review, and inspection services for Village capital improvement projects, parks enhancements, drainage improvements, and infrastructure initiatives. Measured by: percentage of Village projects reviewed and inspected within established service standards.
- [Goal D] Facilitate Responsible Community Development— Support the Village's development objectives through efficient review and inspection of residential and commercial projects, including major development initiatives such as Shores at Palmetto Bay Phase II. Measured by: average plan review turnaround time, permits issued, and Certificates of Occupancy issued.
- [Goal F] Deliver High-Quality Inspection and Compliance Services— Perform 10,900+ inspections annually while maintaining efficient scheduling, timely response times, and consistent enforcement of building, zoning, floodplain, and life-safety regulations. Measured by: annual inspections completed, inspection turnaround times, and compliance outcomes.

A=Accessible govt | B=Financial stability | C=Parks/infrastructure | D=Responsible growth | E=Walkable Village | F=Safe community

FY 2027 Requested Budget Summary

Object Category	FY2026 Adopted	FY2027 Proposed	Change ($)	Change (%)
Personnel Expenses	$1,425,301	$1,443.412	$18,111	(1.27%)
Operating Expenses	$873,300	$937,700	$64,400	(7.37%)
Capital Outlay	$0	$0	$0	N/A
Grants / External Funding	$2,298,601	$2,381,112	$82,511	N/A
TOTAL	$2,298,601	$2,381,112	$82,511	(3.59%)

Staffing Change: No net FTE change proposed for FY 2027. Current staffing levels are maintained to support permitting, plan review, inspection, and customer service operations. Personnel expenses increase by approximately $18,111 (1.27%), primarily reflecting salary adjustments. Operating expenses increase by $64,400 (7.37%), driven by higher Software Licensing and Maintenance costs (+$40,000), Administrative Temporary Support (+$15,000), Information Technology consulting services (+$5,000), and increased investments in training, travel, and equipment. No Capital Outlay expenditures are proposed. The FY 2027 Proposed Budget totals $2.38 million, representing an increase of $82,511 (3.59%) over the FY 2026 Adopted Budget.

Risks & Challenges

HIGH RISK

- Revenue Volatility —Building & Permitting is 100% fee-funded; a slowdown in development activity, changes in the interest rate environment, state legislation impacting growth, or delays in major projects could reduce permit revenues below the $2.0 million budgeted level. Cost of doing nothing: potential fund deficits requiring fee adjustments, expenditure reductions, or General Fund support. Mitigation: monitor permit activity and revenue trends monthly, maintain adequate fund reserves, and establish revenue-based spending controls as needed. FY2024 actual revenues totaled $2.76 million, providing a buffer if construction activity remains stable.

MEDIUM RISK

- Contracted Staffing Dependency— The Department currently relies on contracted personnel for 7 of its 13 positions, including inspection services, plan review services, and temporary administrative support, to maintain service levels and operational capacity. Changes in contractor availability, service costs, or contract terms could impact inspection capacity and increase operating expenses. Cost of doing nothing: inspection backlogs, permit processing delays, reduced customer service levels, and potential compliance risks. Mitigation: review contract performance and renewal terms during FY2027, monitor service demands, and evaluate opportunities to optimize the balance between in-house and contracted resources.

LOW RISK / WATCH ITEM

- Permit Fee Litigation -The Village is managing a permit fee dispute with The Euclid Group (Shores at Palmetto Bay) involving a claim of approximately $886,000. Cost of doing nothing: an unfavorable outcome could result in a one-time fiscal impact to the Building Fund and significantly reduce the current restricted fund balance of approximately $186,643. Mitigation: the matter is being actively managed by the Village Attorney's Office, with ongoing monitoring of potential financial impacts and evaluation of legal and financial strategies throughout FY2027.

FY 2027 Budget Workshop

FINANCE DEPARTMENT

Department Overview

Department Mission

- Ensure the safety of the Village's financial assets through governmental best practices; policy and procedures; and internal controls.

Authorized/Funded Positions (confirm with HR)

- Full-Time: [6] Part-Time: [0] Contract: [0] Total: [6]
- Divisions: Finance
- Fund: General Fund

FY 2026 Adopted Budget Snapshot

- Personnel Services: $520,647
- Operating Expenses: $66,150
- Capital Outlay: $0.00
- Total Adopted: $586,797

Note: All budget figures must match the FY2026 budget file exactly. Capital expenditures may come from multiple funds

FY 2026 Accomplishments

- Goal B: Obtain Distinguished Budget Award — The Finance Department submitted and received the Distinguished Budget Award for the 20th consecutive year.
- Goal B: Obtain Excellence in Financial Reporting Award — The Finance Department submitted and received the Excellence in Financial Reporting Award for the 20th consecutive year.
- Goal B: Implement new financial software — The Finance Department went live with Tyler Enterprise ERP on October 6th, 2026 with no issues and received this comment from the Tyler Consultant "Your conversions were the most clean I have ever seen".

Council Strategic Goals: A-Accessible govt | B-Financial stability | C-Parks/infrastructure | D-Responsible growth | E-Walkable Village | F-Safe community

FY2026 Budget Performance

Object Category	FY2026 Adopted	FY2026 Projected Actual	Variance ($)	Variance (%)
Personnel Expenses	$520,647	$504,094	$16,553	2.18%
Operating Expenses	$66,150	$54,800	$11,350	17.16%
Capital Outlay	$[000,000]	$[000,000]	$[000]	[0.0%]
TOTAL	$586,797	$558,894	$27,903	4.75%

Key Variance Notes: The projected operating is less than adopted as the Village was only required to perform the State Single Audit, as the Village did not meet the requirements for a Federal Single Audit.

FY 2027 Goals & Strategic Priorities

- Goal B: Submit for Distinguished Budget Award — The Finance Department expects to receive the Distinguished Budget Award for the 21th consecutive year.
- Goal B: Submit for Excellence in Financial Reporting Award — The Finance Department expects to receive the Excellence in Financial Reporting Award for the 21th consecutive year.
- Goal B: New payroll software implementation — Implement Paycom payroll software and integrate with Tyler EERP financial software.

A=Accessible govt | B=Financial stability | C=Parks/infrastructure | D=Responsible growth | E=Walkable Village | F=Safe community

FY 2027 Requested Budget Summary

Object Category	FY2026 Adopted	FY2027 Proposed	Change ($)	Change (%)
Personnel Expenses	$520,647	$556,317	$[000]	6.85%
Operating Expenses	$66,150	$77,300	$[000]	16.85%
Capital Outlay	$[000,000]	$[000,000]	$[000]	[0.0%]
Grants / External Funding	$[000,000]	$[000,000]	$[000]	[0.0%]
TOTAL	$586,797	$633,617	$46,820	7.98%

Staffing Change: Staffing stays the same at 6 full time employees.

Risks & Challenges

HIGH RISK

- Property Tax Ballot Question — Elimination of property taxes, 60% of voters will likely approve, elimination of $2+ million from budget, making current service levels unsustainable. Reviewing all revenue sources and appropriate millage rate.

MEDIUM RISK

- NONE

LOW RISK / WATCH ITEM

- NONE

FY 2027 Budget Workshop

HUMAN RESOURCES & COMMUNICATIONS

Department Overview

Department Mission

To provide quality services to the employees of the Village of Palmetto Bay that promote individual and organizational success, to share real time information with Village residents, and to procure grant funding to further Village goals and priorities.

Authorized/Funded Positions (confirm with HR)

- Full-Time: 5 Part-Time: 2 Contract: 0 Total: 7
- Divisions: Human Resources / Communications / Grants Administration
- Fund: General Fund

FY 2026 Adopted Budget Snapshot

- Personnel Services: $724,464
- Operating Expenses: $132,500
- Capital Outlay: $0
- Total Adopted: $856,964

FY 2026 Accomplishments

- [A] Accomplishment 1- Grew social media following to 22,422 combined FB & IG followers, up from 15,202 in 2024 (32% increase), and grew email subscribers to 5,488 (58% increase), more than doubling the 2024 year's base.
- [A] Accomplishment 2- Through May 2026, produced an estimated 84 videos and published 534 posts, prepared 137 informational/promotional campaigns, keeping residents informed across all Village channels.
- [A] Accomplishment 3- Completed the full re-design of the Village website with improved navigation and user experience.
- [B] Accomplishment 4- Managed 15 recruitments, reviewed 325 applications, coordinated 70 interviews, and processed 7 new hires sustaining full departmental staffing levels across the Village.
- [B] Accomplishment 5- Delivered 17 Village-wide training sessions, well exceeding the FY25 total of 10, with programming focused on workplace safety, financial wellness, and compliance.
- [B] Accomplishment 6- Submitted 11 grant applications and 2 legislative requests, receiving approval for 6 new funding requests valued at $801,225, and managed almost $7 million in grant funding, maintaining an active grant pipeline to fund Village priorities.

Council Strategic Goals: A-Accessible govt | B-Financial stability | C-Parks/infrastructure | D-Responsible growth | E-Walkable Village | F-Safe community

FY2026 Budget Performance

Object Category	FY2026 Adopted	FY2026 Projected Actual	Variance ($)	Variance (%)
Personnel Expenses	$724,464	$630,441	($94,023)	(14.9%)
Operating Expenses	$132,500	$144,608	$12,108	8.4%
Capital Outlay	$0	$0	$0	0.0%
TOTAL	$856,964	$775,049	($81,915)	(10.6%)

Key Variance Notes: Personnel came in $94,023 (-14.9%) under budget, primarily due to the temporary replacement of a part-time position with temporary admin. support. Operating expenses exceeded budget by $12,108 (+8.4%) driven by one-time temporary administrative support costs of $46,163 during a staffing transition, offset by savings in other line items. No capital outlay was budgeted or expended. No mid-year amendments were made. Overall departmental budget expected to come in under budget by a 10.6% margin.

FY 2027 Goals & Strategic Priorities

- *[A] Goal 1- Grow YouTube Audience & Video Reach:* expand the Village's YouTube presence through platform optimization, consistent publishing cadence, strategic content development, and cross-platform promotions.
- *[A] Goal 2- Expand Video Production & Launch Village Services Series*: increase video production by 110 videos/reels (up from 84 est.) and prepare 180 informational/promotional campaigns. Introduce a dedicated recurring series spotlighting Village service to deepen resident awareness and engagement.
- *[A] Goal 3- Explore AI tools to Maximize Efficiencies & Enhance Content Quality:* research and test 3 AI-assisted tools to extend the capacity of staff, increase output, and elevate the quality of Village content.
- *[B] Goal 4- Strengthen Grant Portfolio & Expand Funding Opportunities:* complete 10 grant applications, secure 3 grant awards, and maintain full adherence to reporting requirements and timeliness on reimbursement requests for all active awards.
- *[B] Goal 5- Modernize HR Operations*: implement the new HRIS system to improve operational efficiency and update 4 key personnel policies.
- *[B] Goal 6- Identify & Address Potential Succession Gaps:* identify Village positions facing near-term succession and develop targeted transition and recruitment strategies to ensure continuity of Village operations.

A=Accessible govt | B=Financial stability | C=Parks/infrastructure | D=Responsible growth | E=Walkable Village | F=Safe community

FY 2027 Requested Budget Summary

Object Category	FY2026 Adopted	FY2027 Proposed	Change ($)	Change (%)
Personnel Expenses	$724,464	$766,804	$42,340	5.5%
Operating Expenses	$132,500	$93,500	($39,000)	(41.7%)
Capital Outlay	$0	$0	$0	0.0%
Grants / External Funding	$0	$0	$0	0.0%
TOTAL	$856,964	$860,304	$3,340	0.4%

Staffing Change: No staffing changes proposed. Personnel cost increase of 5.5% reflects Village-wide merit and COLA adjustments; no new positions requested.

Risks & Challenges

HIGH RISK

- Grants Division- the division is staffed by one position managing all applications, reports, and reimbursements. A reduction in hours or vacancy would immediately jeopardize new funding and adherence to active grant obligations, with potential loss of external revenue; far exceeding the cost of the position. The risk is amplified if budget pressures make the Village more dependent upon grant funding.
- Homestead Exemption Amendment- if approved, the amendment would significantly reduce revenues, leaving departments outside the protected core services exposed to budget reductions, with increased workloads and reduced resources. Additionally, constrained compensation budgets would deepen recruitment and succession challenges.

MEDIUM RISK

- HRIS System Implementation Delay- The planned deployment of a new Human Resources Information System (HRIS) is essential to modernize HR operations, reduce manual processing, and improve compliance tracking. Delays in implementation could extend inefficiencies and increase compliance risk.
- Communications Staffing- FY 2027 goals remain focused on expanding our audiences, particularly for the YouTube channel. Staff capacity remains a meaningful risk since the division runs on a PIO and two part-time staffers. A turnover or extended vacancy in the part-time positions poses a challenge to meet our output goals.

LOW RISK / WATCH ITEM

- Grant Funding Volatility- Federal and state grant priorities can shift, reducing the Village's ability to secure anticipated funding for capital projects. Low probability in the near term, but failure to secure our targeted grants could leave unfunded priorities in parks, sustainability, transportation, and infrastructure.

FY 2027 Budget Workshop

Information Technology

Department Overview

Department Mission

- Powering Palmetto Bay's government with seamless, innovative technology that elevates community service and operational excellence. In an evolving digital landscape, we maintain an uncompromising commitment to cybersecurity to protect our municipal network and citizen data. We strive to be a trusted internal partner, driving the digital infrastructure that keeps our Village safe, smart, and connected.

Authorized/Funded Positions

- Full-Time: 2 Part-Time: 0 Contract: 0 Total: 0
- Divisions: None
- Fund: General Fund

FY 2026 Adopted Budget Snapshot

- Personnel Services: $237,851
- Operating Expenses: $112,000
- Capital Outlay: $0
- Total Adopted: $349,851

Note: All budget figures must match the FY2026 budget file exactly. Capital expenditures may come from multiple funds

FY 2026 Accomplishments

- Goal C & F – Implemented our secure network infrastructure at Coral Reef Park's new Recreation Center including ten cutting-edge indoor and outdoor Wi-Fi access points for free public Wi-Fi access.
- Goal C & F – Placed all parks and Public Services on fiber-optic internet services for greater storm resiliency and availability. These internet circuits support Village operations and our free public Wi-Fi services at each park.
- Goal A, C & F – Improved free public Wi-Fi services available at Village Hall, Palmetto Bay Park, and Thalatta Estate by deploying updated access points and leveraging improved internet bandwidth offered by our fiber-optic internet services.
- Goal A – 3,283 work orders received and 3,216 work orders completed between October and May.
  - 98% completion rate!
  - On track to receive 5,600 work orders this fiscal year.
    - ~460 work orders per month / ~115 work orders per week / 23 work orders per day.

Council Strategic Goals: A-Accessible govt | B-Financial stability | C-Parks/infrastructure | D-Responsible growth | E-Walkable Village | F-Safe community

FY2026 Budget Performance

Object Category	FY2026 Adopted	FY2026 Projected Actual	Variance ($)	Variance (%)
Personnel Expenses	$237,851	$224,488	$13,363	6%
Operating Expenses	$107,500	$104,807	$2,693	2.5%
Capital Outlay	$0	$0	$0	0%
TOTAL	$345,351	$329,295	$16,056	4.6%

Key Variance Notes: None

FY 2027 Goals & Strategic Priorities

- Goal A – Zero Trust Networking – Provides a greater level of on-premises network security while also strengthening our security posture over remotely-connected Village-issued workstations. We strive to have a platform of choice selected and fully implemented on all workstations before the fiscal year ends.

- Goal B – Managed Disaster Recovery – Our existing disaster recovery solutions approach end-of-life status this calendar year. Our goal is to replace these myriad solutions with a single, cloud-based, managed solution that provides year-round backup testing services ensuring all mission-critical data is archived appropriately and restorable without issue at any time.

A=Accessible govt | B=Financial stability | C=Parks/infrastructure | D=Responsible growth | E=Walkable Village | F=Safe community

Tie each goal to one of the six Council Strategic Goals (A-F). State expected outcome and how success will be measured at September 30, 2027.

FY 2027 Requested Budget Summary

Object Category	FY2026 Adopted	FY2027 Proposed	Change ($)	Change (%)
Personnel Expenses	$237,851	$249,964	$12,113	+5.09%
Operating Expenses	$112,000	$119,000	$7,000	+6.25%
Capital Outlay	$0	$0	$0	0.0%
Grants / External Funding	$0	$0	$0	0.0%
TOTAL	$349,851	$368,964	$19,113	+11.34%

Staffing Change: None

Risks & Challenges

HIGH RISK

- Revenue contraction via State Property Tax Reform — November 2026's state constitutional amendment aims to significantly increase the homestead exemption for non-school taxes and is likely to be enacted. A sharp decline in municipal revenue will likely force IT to defer hardware refresh cycles, make cuts to mission-critical software subscriptions, and freeze infrastructure improvement projects including the expansion of our public Wi-Fi campuses.

  IT is mitigating by working with our Grants Coordinator to seek out grant opportunities, reducing the complexity of the network infrastructure, and extending maintenance on existing hardware wherever applicable.

- State Cybergrant funding elimination – the state grant was restructured to prioritize rural, underserved areas. As such, Palmetto Bay was eliminated. There is an immediate, unbudgeted operational cost required to sustain subscription and licensing on mission-critical cybersecurity products. Failing to do so puts the Village network at risk of ransomware and AI-enhanced cybersecurity attacks and data breaches.

  IT is mitigating by reducing our cybersecurity platform footprint and aggressively sourcing competitive quotes to sustain remaining services.

- Core IT staffing deficit – The department relies on just two full-time employees with zero part-time support. Overlapping leave and/or emergencies halt all IT operational support, initiatives, and innovation efforts. At current staffing levels, the likelihood of an incident is high.

  IT is mitigating by documenting all SOPs and cross-training key personnel in other departments for basic IT troubleshooting roles.

MEDIUM RISK

- Hardware cost inflation — AI data center demands have monopolized the computer chip industry driving up the cost of laptops, desktops, servers, and network infrastructure hardware by at least 20%. Our purchasing power is significantly weakened.

  IT is mitigating by delaying refresh cycles, instead running older, slower, failure-prone hardware until replacement is absolutely required.

LOW RISK / WATCH ITEM

- Cyber liability insurance compliance — Insurance carriers and regulatory bodies (like PCI) are mandating stricter technical security audits and increasing premium costs to maintain municipal coverage. Failure to meet strict tech controls risks making the Village uninsurable or incurring heavy premium penalties.

  IT is mitigating by ensuring operational tasks align directly with security controls required by our cyber insurance carriers and regulatory bodies (MFA, password managers, network segmentation, Zero Trust networking, etc.)

FY 2027 Budget Workshop

Department of Parks & Recreation

Fanny Carmona, CPRP | Director

FY2027 = October 1, 2026 – September 30, 2027

Department Overview

Department Mission

- To enrich the quality of life in Palmetto Bay by providing safe, accessible, and well-maintained parks, recreational facilities, programs, and community events that promote health, wellness, environmental stewardship, and meaningful opportunities for residents and visitors of all ages to connect, play, learn, and thrive.

Authorized/Funded Positions

- Full-Time: 16 Part-Time: 19 Total: 35 Authorized Positions Seasonal/Volunteers: 54
- Divisions: Park Administration | Ground Maintenance| Special Events & Programs
- Fund: General Fund (primary operating budget)

FY 2026 Adopted Budget Snapshot

- Personnel Services: $2,010,997
- Operating Expenses: $1,653,127
- Capital Outlay: $4,480,484
- Total Adopted: $3,664,124

FY 2026 Accomplishments

- Goal C: CRP Recreation Center construction completed — Opened the long-awaited recreation center, restoring full community programming services and creating new event, meeting, and fitness spaces for residents of all ages. Successfully launched programming, rentals, fitness classes, senior activities, youth programs, and community events within the facility, creating a year-round destination for recreation and social connection.

- Goal C: Pickleball Facility at PBP advanced through design and permitting — $3,324,512.73 total project; 100% construction drawings submitted and under review by Village and Miami-Dade County agencies. The project is on track for substantial completion in November 2026 and will enhance the Village's recreational infrastructure by providing dedicated courts, expanded programming opportunities, and a new destination for residents of all ages.

- Goal C: Advanced the Palmetto Bay Park Skate Park Renovation Project — Completed the design phase for the $450,000 skate park renovation, featuring modern poured-in-place concrete elements, strategic reuse of existing ramps, and an improved layout designed to enhance safety, durability, and user experience. Conducted two community workshops to gather stakeholder input and incorporated resident feedback into the final design, ensuring the project reflects the needs and preferences of the skateboarding community. The project remains on schedule for completion prior to the end of FY2026 and will provide a premier recreational amenity for youth and active recreation enthusiasts throughout the Village.

Council Strategic Goals: A-Accessible govt | B-Financial stability | C-Parks/infrastructure | D-Responsible growth | E-Walkable Village | F-Safe community | G-Environmental stewardship | H-Arts/culture/learning

FY 2026 Accomplishments (continued)

- Goal C & G: The Woods Phase I Ecological Restoration Project initiated — Executed a $194,500 agreement with the Institute for Regional Conservation (IRC) to implement Phase I ecological restoration at The Woods, a nine-acre passive nature preserve. The project includes invasive species removal, restoration of native pine Rockland and Rockland hammock habitats, installation of native vegetation, direct seeding, and community outreach workshops designed to educate residents on environmental stewardship and habitat restoration. The project is scheduled for completion by July 2026 and represents a significant investment in preserving one of the Village's most unique natural resources.

- Goal A: Published and directly mailed the *Play-by-Play Recreation Guide* to every household and business in the Village, while also making the guide available online to expand awareness of parks, programs, and community events. Expanded the use of FlowCode technology to provide residents with real-time updates on capital improvement projects, park amenities, and Village initiatives. Successfully implemented MyRec recreation management software for all new Coral Reef Park Multipurpose Building programs, summer camp registration, facility rentals, and permit management, improving customer service, streamlining operations, and enhancing online access for more than 25,000 residents.

- Goal H: Hosted 37 special events and 215 Programs; expanded youth, teen, and senior programming; completed Volunteer Clean-Up at The Woods — 53 volunteers, 325 plants planted, and loads of garbage removed.

Council Strategic Goals: A-Accessible govt | B-Financial stability | C-Parks/infrastructure | D-Responsible growth | E-Walkable Village | F-Safe community | G-Environmental stewardship | H-Arts/culture/learning

FY 2026 Accomplishments (continued)

- Goal F: Partnered with the Miami-Dade Sheriff's Office (MDSO) to provide RadKids personal safety training during summer camp, serving 35 youth participants. Collaborated with Miami-Dade Fire Rescue (MDFR) to host highly attended *Coffee with a Medic* and *HELP (Health Emergency Life Protection)* educational sessions open to the general public, promoting health awareness, emergency preparedness, and community engagement. Increased security by installing additional cameras at all park facilities. In partnership with MDSO, expanded emergency response capabilities by installing *Stop the Bleed* kits throughout Village parks and facilities and providing *Stop the Bleed* training for Parks & Recreation staff and community members, equipping participants with lifesaving skills to respond to traumatic injuries and medical emergencies.

Council Strategic Goals: A-Accessible govt | B-Financial stability | C-Parks/infrastructure | D-Responsible growth | E-Walkable Village | F-Safe community | G-Environmental stewardship | H-Arts/culture/learning

FY2026 Budget Performance

Object Category	FY2026 Adopted	FY2026 Projected Actual	Variance ($)	Variance (%)
Personnel Expenses	$2,010,997	$1,975,000	($35,997)	(1.8%)
Operating Expenses	$1,653,127	$1,610,000	($43,127)	(2.6%)
Capital Outlay	$4,480,484	$4,480,484	$0	N/A
TOTAL	$3,664,124	$3,585,000	($79,124)	(2.2%)

Key Variance Notes: Personnel under-expenditure reflects PT hours not fully utilized at Coral Reef Park pending new building opening; Special Events Operating reduced from $275K (FY2025 adopted) to $150K (FY2026) per Council direction — savings offset new CRP operating costs. No mid-year budget amendments required.

FY 2027 Goals & Strategic Priorities

- Goal C: Maximize utilization of the Coral Reef Park Recreation Center and Outdoor Pickleball Courts -

  Expand recreation programming, leagues, fitness classes, special events, facility rentals, and community partnerships at the Coral Reef Park Recreation Center and its four outdoor pickleball courts. Increase participation opportunities for residents of all ages and establish the facility as a premier destination for recreation, wellness, and community engagement. Measured by: facility utilization rates, program enrollment, rental activity, special event attendance, and resident satisfaction surveys.

- Goal C: Advance Veterans Park Phase I —

  Successfully manage construction of Veterans Park Phase I through project closeout and achieve substantial completion by March 2027. Deliver the project on schedule and within the approved budget while ensuring quality construction, regulatory compliance, and a seamless transition to public use. Measured by: substantial completion by March 2027, budget adherence, project milestone achievement, final inspections, and public opening of the facility.

- Goal C: Deliver a modernized skate park experience at Palmetto Bay Park —

  Complete the skate park renovation project and open the enhanced facility to the public, incorporating community-driven design features, poured-in-place concrete elements, and repurposed skate infrastructure to improve safety, functionality, and user experience. Measured by: project completion and public opening, budget and schedule adherence, increased skate park utilization, and positive user feedback.

Council Strategic Goals: A-Accessible govt | B-Financial stability | C-Parks/infrastructure | D-Responsible growth | E-Walkable Village | F-Safe community | G-Environmental stewardship | H-Arts/culture/learning

FY 2027 Goals & Strategic Priorities (continued)

- Goal B: Increase earned revenue and cost recovery at the Coral Reef Park Recreation Center — Maximize revenue generation from the Coral Reef Park Recreation Center and its four outdoor pickleball courts through facility rentals, recreation programs, fitness classes, camps, leagues, special events, and community partnerships. Implement an updated Parks & Recreation fee structure that reflects market conditions while maintaining affordability for residents. Measured by: achieving a minimum 15% increase in facility rental and program fee revenue over FY2026, increasing facility utilization rates, generating sponsorship revenue, and improving overall cost recovery performance.

- Goal B: Maximize financial returns and community benefits from the Indoor Pickleball Center — Partner with Diadem Sports to establish the Palmetto Bay Park Indoor Pickleball Center as a regional destination for pickleball through leagues, tournaments, clinics, memberships, and community programming. Generate sustainable revenue to support Parks & Recreation operations while expanding recreational opportunities for residents. Measured by: facility opening by November 2026, minimum annual Village revenue of $200,000, achievement of targeted facility utilization rates, resident participation levels, and successful compliance with all performance standards outlined in the management agreement.

- Goal H: Expand community programming, cultural enrichment, and special event opportunities— Increase recreational, educational, cultural, wellness, and social engagement opportunities for residents of all ages through expanded special events, Teen Night programming, senior activities, fitness and wellness classes, intergenerational programs, arts and cultural experiences, and community partnerships. Enhance the Village's quality of life by providing diverse and inclusive programming that fosters community connection and lifelong learning. Measured by: offering 220+ recreation programs, hosting 40+ special events, increasing program participation levels, and achieving positive resident satisfaction ratings by September 30, 2027.

FY 2027 Requested Budget Summary

Object Category	FY2026 Adopted	FY2027 Proposed	Change ($)	Change (%)
Personnel Expenses	$2,010,997	$2,131,657	+$120,660	+6.0%
Operating Expenses	$1,653,127	$1,678,000	+$24,873	+1.5%
Capital Outlay	$4,480,484	$250,000	$0	N/A
Grants / External Funding	$0	$0	$0	N/A
TOTAL	$3,664,124	$3,809,657	+$145,533	+3.97%

Staffing Change: FTE change — 14 FT / 20 PT positions maintained (34 total). Personnel cost increase driven by COLA/merit adjustments (~$65K), health insurance rate increase (~$25K), and retirement contribution adjustment (~$18K). CRP Multipurpose Building staffing covered through temporary reassignment of existing Special Events staff.

Risks & Challenges

HIGH RISK

- Staffing Vacancies and Workforce Capacity — The Department continues to operate with critical full-time and part-time vacancies while managing increased programming, facility operations, special events, park maintenance, and community services. Existing staff have absorbed additional responsibilities to maintain service levels; however, this approach is not sustainable long-term.
  Cost of doing nothing: Reduced program offerings, decreased customer service levels, delayed facility maintenance, increased employee burnout and turnover, and an inability to meet growing community demand for recreational services.
  Mitigation: Prioritize recruitment and retention efforts to fill ALL authorized full-time and part-time positions in FY 26'-27'and evaluate staffing needs as utilization of Village facilities continues to grow.

MEDIUM RISK

- Sustaining Cost Recovery for Expanded Recreation Services — The Department is operating more facilities, programs, and community events than ever before. Long-term sustainability depends on increasing earned revenue through facility rentals, recreation programming, sponsorships, and partnerships while maintaining affordability for residents. Cost of doing nothing: Growing pressure on General Fund resources, limited ability to expand services, and reduced flexibility to respond to community needs. Mitigation: Implement updated fee structures, maximize utilization of recreation facilities, expand sponsorship opportunities, and regularly evaluate program performance and cost recovery.

LOW RISK / WATCH ITEM

- Environmental Stewardship, Pine Rockland Habitat, and The Woods Preservation — Continued maintenance of the Coral Reef Park Pine Rockland habitat and The Woods Preserve is necessary to protect native ecosystems, preserve natural resources, and advance the Village's environmental stewardship goals. Future invasive species management, habitat restoration, and conservation costs may increase due to environmental conditions and funding availability. Cost of doing nothing: Habitat degradation, loss of native vegetation, increased restoration costs, reduced usability of natural areas, and potential regulatory compliance concerns. Mitigation: Continue annual monitoring and maintenance activities, support volunteer clean-up and restoration efforts, maintain partnerships with environmental organizations such as the Institute for Regional Conservation, and evaluate funding needs through the annual budget and CIP planning process.

FY 2027 Budget Workshop

PLANNING & ZONING

Department Overview

Department Mission

- To provide expert planning and consistent standards required to build a sustainable and vibrant future that empowers the collective well-being of the Palmetto Bay community.

Authorized/Funded Positions

- Full-Time: [5] Part-Time: [0] Contract: [1] Total: [6]
- Divisions: Planning & Zoning / Code Compliance
- Fund: General Fund

FY 2026 Adopted Budget Snapshot

- Personnel Services: $594,816
- Operating Expenses: $116,000
- Capital Outlay: $0
- Total Adopted: $710,816

FY 2026 Accomplishments

- [Goal A - Accessible Govt] Digital Service Expansion & Workflow Modernization: Successfully developed and finalized the framework for the online zoning submission portal; the project is currently undergoing final testing to streamline application submittals and review tracking. Concurrently optimized frontend and backend tracking categories within the "Street-by-Street" mobile application to accelerate response times and eliminate interdepartmental routing delays.
- [Goal A - Accessible Govt] Residential Variance Fee Schedule Restructuring: At the direction of the Mayor and Village Council, successfully drafted and implemented a code amendment, reducing planning and zoning fees by 20% for single-family homeowners submitting for council and administrative variance applications to minimize financial barriers.
- [Goal A - Accessible Govt] Community Engagement Workshops: Coordinated and facilitated 3 zoning and development workshops. These sessions brought residents, applicants, and staff together during the review phase, promoting operational transparency.
- [Goal A - Accessible Govt] Statutory Alignment for Platting Process: Partnered directly with the Village Attorney's Office to execute required Land Development Code (LDC) updates, ensuring complete local alignment with state legislative mandates under Senate Bill 784.
- Council Strategic Goals: A-Accessible govt | B-Financial stability | C-Parks/infrastructure | D-Responsible growth | E-Walkable Village | F-Safe community

FY 2026 Accomplishments

- [Goal C - Parks/infrastructure] Capital Improvements and Land Preservation: Secured adoption of the annual Capital Improvements Element (CIE) update and successfully executed an 8.69-acre Future Land Use Map (FLUM) amendment for "The Woods," permanently preserving the land as designated Parks and Recreation space.
- [Goal C - Parks/infrastructure] Village Parking Infrastructure: Managed the implementation of the new Village-wide on-street parking program to improve public right-of-way management and ensure parking for businesses is available during peak hours.
- [Goal D - Responsible growth] Driveway Layout and Fence Height Regulation Update: At the direction of the Mayor and Village Council, successfully updated the Land Development Code (LDC) regarding driveway configurations and maximum fence heights, aligning municipal regulations with modern community needs while protecting neighborhood aesthetics and quality of life.
- [Goal F - Safe community] Code Compliance Operations: Promoted community safety and preserved neighborhood quality of life through code enforcement metrics, including opening 422 new code cases, issuing 150 citations, and processing 113 Special Master items. Prioritized customer service by responding to community compliance complaints within 24 hours (not including weekends).

- Council Strategic Goals: A-Accessible govt | B-Financial stability | C-Parks/infrastructure | D-Responsible growth | E-Walkable Village | F-Safe community

FY2026 Budget Performance

Object Category	FY2026 Adopted	FY2026 Projected Actual	Variance ($)	Variance (%)
Personnel Expenses	$594,816	$566,638	-$28,178	-4.7%
Operating Expenses	$116,000	$84,722	-$31,278	-26.9%
Capital Outlay	$0	$0	$0	0.0%
TOTAL	$710,816	$651,360	-$59,456	-8.3%

Key Variance Notes: Net savings are primarily driven by a mid-year staffing change (Principal Planner) and the temporary restructuring of a vacant full-time position into a part-time role. Because part-time personnel costs were absorbed under operational expenses rather than the traditional personnel budget, the department maintained a highly conservative and cautious approach to spending across all accounts to prevent being over budget at the end of the fiscal year.

FY2026 Revenue Collections (YTD)

Revenue Source Stream	FY 2026 Actuals (Collected)
Village Local Business Tax	$150,454.53
Fines (Local Ordinance Violations)	$87,824.35
Zoning Applications	$70,835.85
Administrative Fees	$12,368.40
Parking Fees	$12,376.55
County Local Business Tax	$7,135.21
Special Event Fees	$5,350.00
Sidewalk Café Permits	$2,000.00
TOTAL REVENUE COLLECTED	$348,344.89

FY 2027 Goals & Strategic Priorities

- [Goal D - Responsible growth] Land Development Code & Statutory Alignment - Comprehensive Plan: Housing Element
  - Update single-family residential zoning regulations to permit as-of-right offsite-constructed residential dwellings (e.g., manufactured homes) and establish architectural and aesthetic standards in accordance with HB 803 and HB 399.
  - Establish a verified registry of qualified contractors/firms to provide expedited pre-application consultation services upon written request (HB 927).
  - Amend the Comprehensive Plan and Land Development Regulations (LDRs) to refine compatibility assessment metrics for residential uses within residential zoning districts (HB 399).
  - Restructure the Planning & Zoning application fee schedule to accurately capture direct and reasonable indirect costs associated with municipal review and final application disposition (HB 399).
- [Goal B - Financial stability | Goal C - Parks/infrastructure] Developer Impact Fees & Infrastructure Funding - Capital Improvements Element
  - Update parks and mobility impact fees to align with long-term capital improvement plans, ensuring commercial and residential developments contribute their fair share toward public infrastructure without burdening local taxpayers.
- [Goal A - Accessible govt] Digital Community Outreach & Compliance Education
  - Expand public information channels utilizing the Village website and social media platforms (including Instagram and Facebook) to publish clear guidelines, proactive compliance reminders, and seasonal regulatory updates that promote voluntary code compliance.
- [Goal F - Safe community] Proactive Short-Term Vacation Rental Enforcement
  - Develop and implement a proactive identification and enforcement method to identify unregistered short-term vacation rentals within the Village, ensuring compliance with established Village regulations while protecting residential neighborhood quality of life.

A=Accessible govt | B=Financial stability | C=Parks/infrastructure | D=Responsible growth | E=Walkable Village | F=Safe community

FY 2027 Requested Budget Summary

Object Category	FY2026 Adopted	FY2027 Proposed	Change ($)	Change (%)
Personnel Expenses	$594,816	$743,123	+$148,307	+24.9%
Operating Expenses	$116,000	$146,232	+$30,232	+26.1%
Capital Outlay	$0	$0	$0	0.0%
Grants / External Funding	$0	$0	$0	0.0%
TOTAL	$710,816	$889,355	+$178,539	+25.1%

Notes: Personnel Increase (+24.9%): Reflects departmental stabilization following a successful transition from a consultant-based structure to a permanent, in-house staff. Operating Increase (+26.1%): Covers the funding for a part-time administrative position to handle front-counter walk-ins, phone inquiries, public notices, and development review workflows. Also includes a necessary increase to Special Master services (+$5k).

Risks & Challenges

HIGH RISK

- Our current park and developer fees are too low and don't cover the actual cost of new construction. This leaves local taxpayers paying the bill for public infrastructure upgrades and delays neighborhood improvements.
- Mitigation: *Fix our fee calculations so developers pay their fair share and update our zoning code alongside the Village Attorney to ensure we meet all new state deadlines.*

MEDIUM RISK

- Failing to update the land development code for offsite-constructed residential dwellings (manufactured homes) risks uncoordinated development that challenges neighborhoods' architectural aesthetics.
- Without a clear tracking system for unregistered short-term vacation rentals, residential neighborhoods may face increasing safety, noise, and parking disruptions.
- Mitigation: Fast-track land development code amendments and set up a proactive tracking system to find unregistered vacation rentals and bring them into compliance before they disrupt residents.

LOW RISK / WATCH ITEM

- Relying on traditional face-to-face counter service to explain complicated local laws will overwhelm our staff with phone calls and questions. It also means residents might only find out about changing rules after they have already accidentally violated them.
- Mitigation: Launch a targeted digital outreach campaign on our website and social media channels to get clear guidelines and helpful compliance reminders directly to residents ahead of time.

FY 2027 Budget Workshop

Department of Public Services

Dionisio (Dio) Torres | Department Directo

FY2027 = October 1, 2026 – September 30, 2027

Department Overview

Department Mission

- The Department of Public Services oversees the Public Works Division, managing right-of-way and street maintenance, transit operations, stormwater management, and facility maintenance for all Village buildings. The Department provides construction support, maintenance, and operations for Village infrastructure including streets, trees, sidewalks, storm drains, vehicles, and equipment.

Authorized/Funded Positions (confirm with HR)

- Authorized: Full-Time: 19 Part-Time: 0 Contract: 0 Total: 19 (Facilities: 4 FT | Public Works: 15 FT),
- Funded: Full-Time : 16
- Divisions: Facilities Maintenance | Public Works | Transit | Stormwater
- Funds: General Fund (Facilities Maint.) + 5 Special Revenue Funds (see Slides 4-9 and 11-16)

FY 2026 Adopted Budget Snapshot

- Facilities Maintenance (GF): $606,611
- Public Works & Transportation: $922,694
- CITT Transportation: $2,325,000
- CITT Transit: $509,040 | Transp. Grants: $415,000 | Stormwater: $1,505,324

Total All Funds: $6,283,669 | Each fund presented separately on Slides 4-9 and 11-16 per Council direction.

FY 2026 Accomplishments

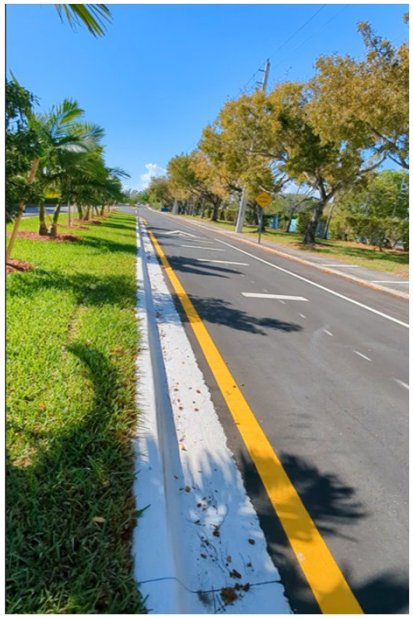
Tie each accomplishment to one of the six Council Strategic Goals (A-F). Lead with outcomes and numbers.

- [Goal E] Completed Construction of Drainage Sub-Basin #'s 57/96 and 44 and Localized Drainage Improvements — resolved chronic flooding affecting multiple Village neighborhoods; designed/permitted multiple Sub Basins and have/will be started Construction of Sub-Basins 12 and will start Sub Basin 42 later this summer.
- [Goal E] Advanced SW 82nd Ave. Bike Lanes, Project construction scheduled to commence this summer — procured 650 units of Zicla 9 Armadillos for modified protected bike lanes; completed SW 184th Street sidewalk gaps; finalized Complete Streets projects along SW 174th Street and SW 92nd Avenue.
- [Goal E] FY2025 Traffic Calming Program executed — speed table installation in progress; updated GIS layers for traffic calming, drainage, and tree inventory.
- [Goal E] Transit ridership growth — I-BUS ridership: 17,193 actual (FY24); Freebee ridership: 22,666 actual (FY24); both trending toward FY2026 adopted targets of 14,000 and 26,000 respectively.
- [Goal C] Facilities: Repaired Solar Power System at Village Hall (Goal B) and replaced HVAC System — Village Hall is Florida's first Platinum LEED-certified government building; both systems critical to maintaining certification and operational efficiency. In addition, Painting of Village Hall and Public Services building were completed.

Goals: B=Financial stability | C=Parks/Facilities Maintenance | E=Walkable Village | F=Safe community











SW 92ND AVE Complete Streets Project











SW 184TH Street Sidewalk Gaps











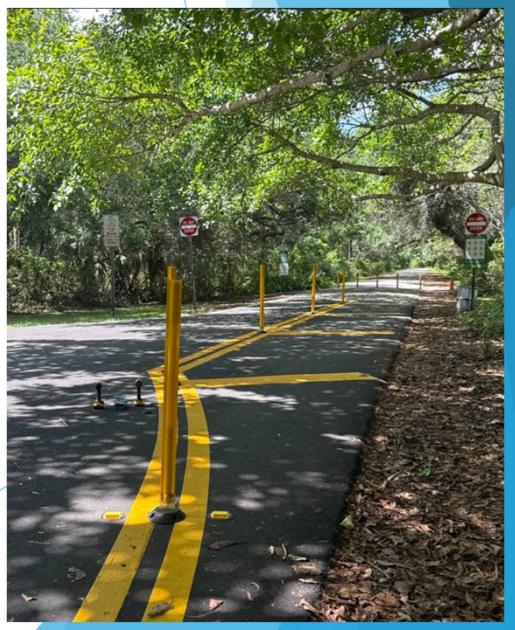
New Sidewalk Construction
Village wide Locations





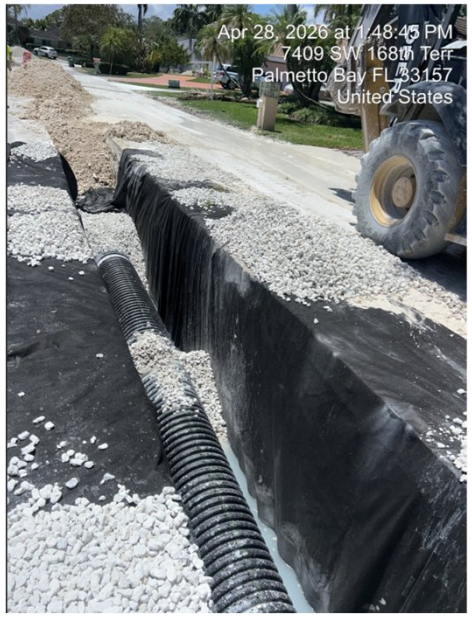


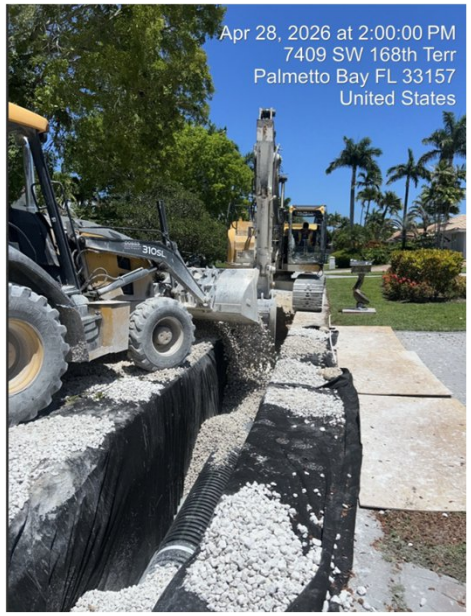




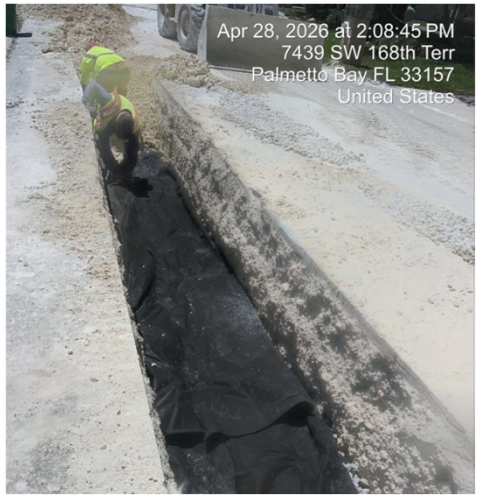
<u>Sub Basin 44 Highlights:</u>
49 Drainage Structures
3494 lf of French Drains
720 lf of Storm Sewer

<u>Sub Basin 57/96 Highlights</u>
56 Drainage Structures
5675 lf of French Drains
1620 lf of Storm Sewer



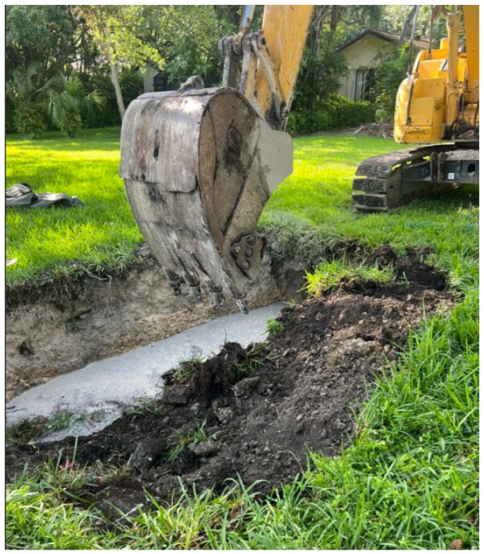






<u>Sub Basin 12 Highlights</u>
31 Drainage Structures
1424 lf of French Drains
950 lf of Storm Sewer

<u>Sub Basin 42 Highlights</u>
16 Drainage Structures
2103 lf of French Drains
665 lf of Storm Sewer



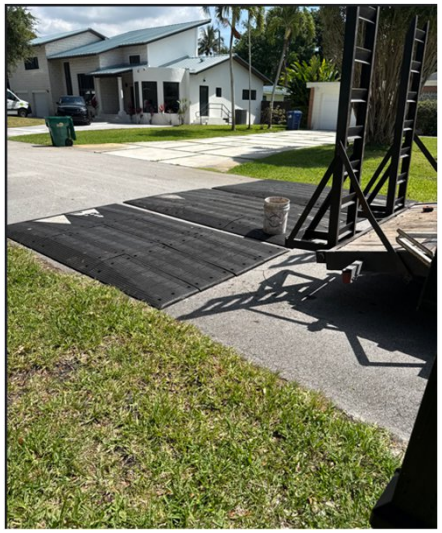








Localized Drainage Improvements











Traffic Calming & Sidewalk/Pedestrian Improvements

FY2026 Performance

Facilities Maintenance (General Fund)

Object Category	FY2026 Adopted	FY2026 Projected Actual	Variance ($)	Variance (%)
Personnel Expenses	$205,339	$175,099	($30,240)	(14.7%)
Operating Expenses	$468,250	$384,914	($83,336)	(17.8%)
Capital Outlay	$0	$0	$0	N/A
TOTAL	$673,589	$560,013	($113,576)	(16.9%)

Key Variance Notes: Significant under-expenditure in both Personnel (position vacancy — Maintenance Worker reclassified to Worker I, hiring delayed) and Operating (Landscape Maintenance reduced $20K; US1 Maintenance underspent; general/repair maintenance deferred to FY2026). No budget amendments required. FY2026 adopted budget reflects corrected staffing plan at $606,611.

FY2026 Performance

Public Works & Transportation

Object Category	FY2026 Adopted	FY2026 Projected Actual	Variance ($)	Variance (%)
Personnel Expenses	$673,467	$534,595	($138,872)	(20.6%)
Operating Expenses	$236,450	$233,214	($3,236)	(1.4%)
Capital Outlay	$0	$0	$0	N/A
TOTAL	$909,917	$767,809	($142,108)	(15.6%)

Key Variance Notes: Personnel under-expenditure. No operational service gaps — tree trimming contract supplemented in-house capacity. Operating on-target. FY2026 adopted reflects revised staffing at $922,694 (+$12,777 vs FY2025 adopted), driven by Stormwater Engineer reclassification into this fund.

FY2026 Performance

CITT Transportation

Object Category	FY2026 Adopted	FY2026 Projected Actual	Variance ($)	Variance (%)
Maintenance Projects	$1,021,000	$636,000	($385,000)	(37.7%)
Capital Projects	$845,000	$470,000	($375,000)	(44.4%)
Debt Service	$0	$0	$0	N/A
TOTAL	$1,866,000	$1,106,000	($760,000)	(40.7%)

Key Variance Notes: Large variance reflects timing of construction projects — Road Paving/Repair and Engineering services delayed due to contractor availability and permitting. Maintenance: Engineering/Architectural underspent ($200K adopted vs. $425K est.). Capital: Road Construction/Paving nearly fully deferred to FY2026. FY2026 adopted: $2,325,000 — reflects significant increase for programmed road and traffic calming projects.

FY2026 Performance

Transportation Grants

Object Category	FY2026 Adopted	FY2026 Projected Actual	Variance ($)	Variance (%)
Maintenance Projects	$0	$145,000	+$145,000	N/A
Capital Projects	$0	$331,341	+$331,341	N/A
Grants / External	$0	$0	$0	N/A
TOTAL	$0	$476,341	+$476,341	N/A

Key Variance Notes: FY2025 adopted budget showed $0 expenditures; actual spending of $476,341 occurred through carry-forward grant authority and impact fee drawdowns not reflected in adopted budget. Represents normal grant fund operation where expenditures are reimbursement-driven. FY2026 adopted: $415,000 (Maintenance $195K + Capital $220K for traffic calming and professional services, road paving & repairs, traffic sign & sidewalks).

FY2026 Performance

CITT Transit

Object Category	FY2026 Adopted	FY2026 Projected Actual	Variance ($)	Variance (%)
Personnel Expenses	$142,211	$132,526	($9,685)	(6.8%)
Operating Expenses	$447,450	$332,650	($114,800)	(25.6%)
Capital Outlay	$0	$0	$0	N/A
TOTAL	$589,661	$465,176	($124,485)	(21.1%)

Key Variance Notes: On-Demand Service (Freebee) primary driver of Operating variance — budgeted $350K, estimated actual $250K as contract utilization was lower than projected. Note: Transfer In from CITT Transportation decreased by $200K in FY2026 (from $300K to $100K); FY2026 adopted reflects this reduction. I-BUS ridership tracking toward 14,000 target.

FY2026 Performance

Stormwater

Object Category	FY2026 Adopted	FY2026 Projected Actual	Variance ($)	Variance (%)
Personnel Expenses	$628,549	$453,861	($174,688)	(27.8%)
Operating Expenses	$307,500	$266,813	($40,687)	(13.2%)
Capital / Drainage	$300,000	$300,000	$0	0%
TOTAL	$1,344,839	$1,129,464	($215,375)	(16.0%)

Key Variance Notes: Personnel variance: Stormwater Engineer position unfilled for part of year (now filled for FY2026). Landscape Maintenance underspent — contractor scheduling pushed work into FY2026. Drainage Improvements fully expended per plan. Debt service (Miami-Dade principal/interest: $108,790) continues on schedule. FY2026 adopted increases to $1,505,324 — reflects filled Engineer position and expanded landscape maintenance ($150K vs $15K).

FY 2027 Goals & Strategic Priorities

- [Goal C] Complete active drainage sub-basin construction — achieve construction completion on Sub-Basins 12 and 42; continue to pursue/secure Grant and Federal/State Appropriation funding to advance Sub-Basin's 43, 39, & 11 to bid/award/and construction.
- Potential Funding as follows: FDEM HMGP $2,930,565 for Sub Basin 43, $700,000 for Sub Basin 11, and $306,000 for Sub Basin 39.

  Measured by: NTP dates, construction milestones, and inspector sign-off by September 30, 2027.

- [Goal E] Deliver FY2027 Traffic Calming and Bike Lane Program — install programmed speed tables per MDC coordination; complete SW 82nd Ave. Bike Lane deployment. Measured by: installations completed vs. program schedule.

- [Goal E] Grow transit ridership — achieve FY2027 targets of I-BUS 14,000+ and Freebee 26,000+ annual riders; evaluate on-demand service contract efficiency and cost-per-ride metrics. Measured by: quarterly ridership reports.

- [Goal C] Advance Stormwater Master Plan Update — execute FEMA Hazard Mitigation Grant scope; complete rate sufficiency study; present findings to Council. Measured by: grant deliverable schedule and Council presentation date.

C=Parks/infrastructure | E=Walkable Village | F=Safe community

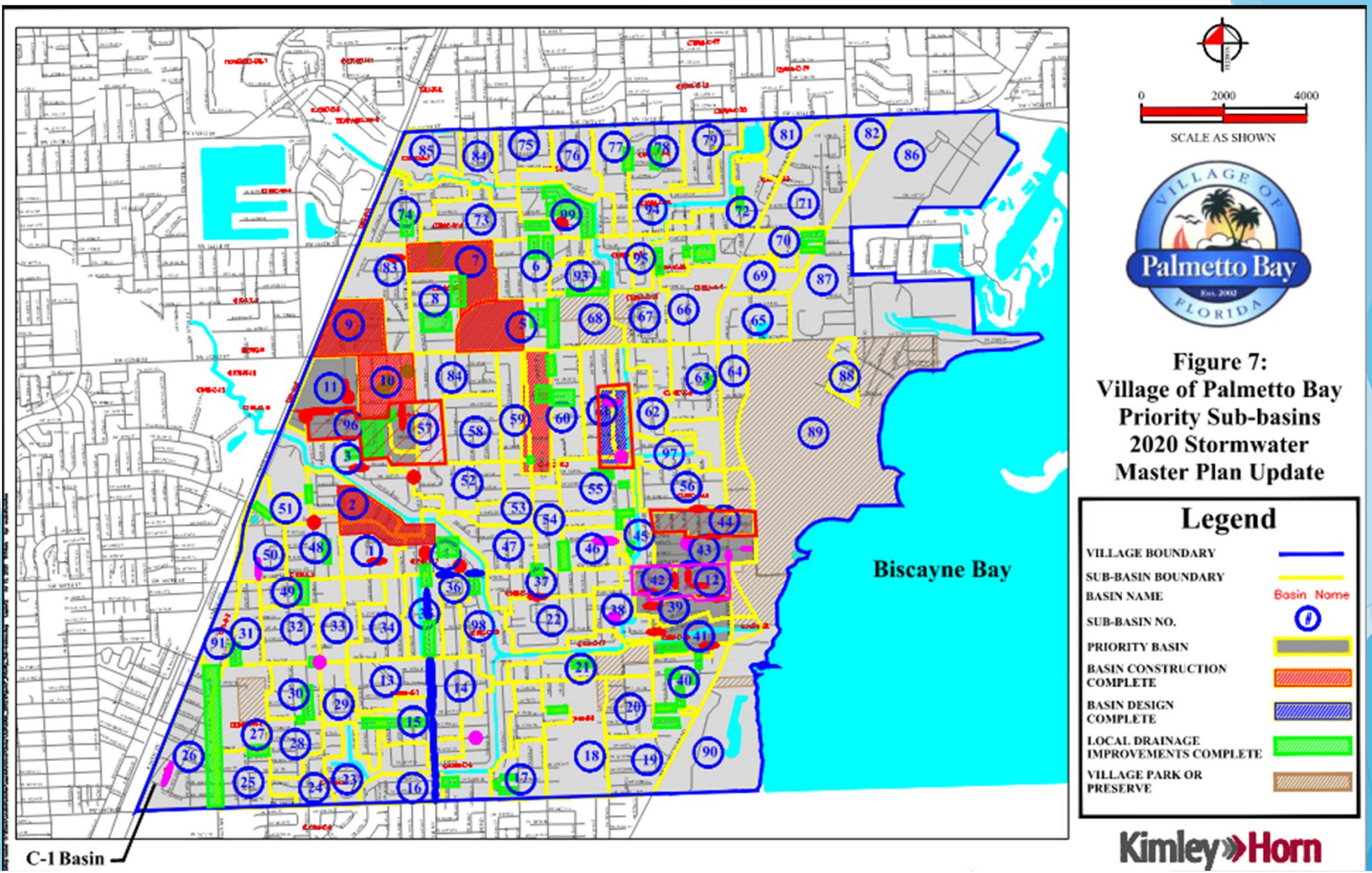

Biscayne Bay
C-1 Basin
0
2000
4000
SCALE AS SHOWN
Palmetto Bay
VILLAGE OF
FLORIDA
Figure 7:
Village of Palmetto Bay
Priority Sub-basins
2020 Stormwater
Master Plan Update
Legend
VILLAGE BOUNDARY
SUB-BASIN BOUNDARY
BASIN NAME
Basin Name
SUB-BASIN NO.
PRIORITY BASIN
BASIN CONSTRUCTION COMPLETE
BASIN DESIGN COMPLETE
LOCAL DRAINAGE IMPROVEMENTS COMPLETE
VILLAGE PARK OR PRESERVE
Kimley»Horn

Table 28: Stormwater Capital Improvement Program (CIP) Budget Summary

Project	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Drainage Sub-Basin #61	$772,905										$772,905
Drainage Sub-basin #11					$1,015,000	$435,000					$1,450,000
Drainage Sub-basin #12							$372,000	$558,000			$930,000
Drainage Sub-basin #39								$612,000	$408,000		$1,020,000
Drainage Sub-basin #41						$508,000	$762,000				$1,270,000
Drainage Sub-basin #42									$558,000	$372,000	$930,000
Drainage Sub-basin #43		$1,099,000	$471,000								$1,570,000
Drainage Sub-basin #57/96			$864,000	$1,296,000							$2,160,000
Localized Drainage Improvement Projects	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000	$1,000,000
Annual O&M	$704,000	$704,000	$704,000	$704,000	$704,000	$704,000	$704,000	$704,000	$704,000	$704,000	$7,040,000
Total	**$1,576,905**	**$1,903,000**	**$2,139,000**	**$2,100,000**	**$1,819,000**	**$1,747,000**	**$1,938,000**	**$1,974,000**	**$1,770,000**	**$1,176,000**	**$18,142,905**

In the interest of distributing costs over a ten (10) year program, sub-basin 61 is shown in Fiscal Year 2021 as the first CIP project because it is designed and sub-basin 44 as the lowest ranked priority basin will be held for the next planning document.

Drainage Sub Basin #44 was put back in to the CIP and construction is now complete, for a cost of approximately $ 1,350,000.

Pending Projects from 2020 Storm water Master Plan, namely Sub Basin #'s: 11, 39, 41, & 42 were estimated to cost $ 5,310,000.

FY2027 Requested Budget

Facilities Maintenance (General Fund)

Object Category	FY2026 Adopted	FY2027 Proposed	Change ($)	Change (%)
Personnel Expenses	$203,111	$209,204	+$6,093	+3.0%
Operating Expenses	$403,500	$403,500	$0	0.0%
Capital Outlay	$0	$25,000	+$25,000	N/A
Grants / External Funding	$0	$0	$0	N/A
TOTAL	$606,611	$637,704	+$31,093	+5.1%

Staffing Change: No net FTE change — 4 FT positions authorized 2 FT Funded. Personnel increase: COLA/merit adjustments. Operating held flat — efficiencies identified through prior year under-expenditure analysis.

FY2027 Requested Budget

Public Works & Transportation

Object Category	FY2026 Adopted	FY2027 Proposed	Change ($)	Change (%)
Personnel Expenses	$634,794	$654,019	+$19,225	+3.0%
Operating Expenses	$287,900	$320,000	+$32,100	+11.1%
Capital Outlay	$0	$0	$0	N/A
Grants / External Funding	$0	$0	$0	N/A
TOTAL	$922,694	$974,019	+$51,325	+5.6%

Staffing Change: No net FTE change — 15 FT maintained. Personnel: COLA/merit (~3%). Operating increase: Vehicle Operations (+$18K fleet costs); Operating Supplies (+$10K); Landscape Maintenance (+$7K US1 corridor). Revenue sufficient to cover operations. Note: Intragovernmental Transfer In of $250K from General Fund supplements fuel tax revenue.

FY2027 Requested Budget

CITT Transportation

Object Category	FY2026 Adopted	FY2027 Proposed	Change ($)	Change (%)
Maintenance Projects	$825,000	$825,000	$0	0.0%
Capital Projects	$1,500,000	$1,000,000	($500,000)	(33.3%)
Debt Service	$0	$0	$0	N/A
Grants / External Funding	$0	$0	$0	N/A
TOTAL	$2,325,000	$1,825,000	($500,000)	(21.5%)

Staffing Change: Maintenance held flat — Road Paving $350K, Traffic Calming $225K, Engineering $300K, Sidewalks $125K. Capital Projects reduced $500K: Road Construction/Paving shifted from $1M to $500K as FY2026 projects carry into construction phase. Fund balance ($973,579) provides buffer for project timing. Intragovernmental Transfer Out of $160K to CITT Transit.

FY2027 Requested Budget

Transportation Grants

Object Category	FY2026 Adopted	FY2027 Proposed	Change ($)	Change (%)
Maintenance Projects	$195,000	$195,000	$0	0.0%
Capital Projects	$220,000	$220,000	$0	0.0%
Grants / External Funding	$0	$0	$0	N/A
Grants / External Funding	$0	$0	$0	N/A
TOTAL	$415,000	$415,000	$0	0.0%

Staffing Change: Held flat year-over-year. Maintenance: Professional Services $60K, Sidewalks $90K, Road Paving $25K, Traffic Signals $20K. Capital: Traffic Calming $220K. Fund balance of $203,755 provides project flexibility. Impact fee revenues tracked separately — drawdowns as projects are certified. No staffing changes.

FY2027 Requested Budget

CITT Transit

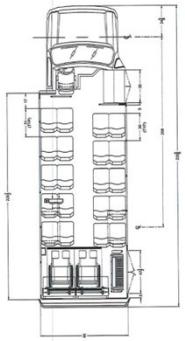
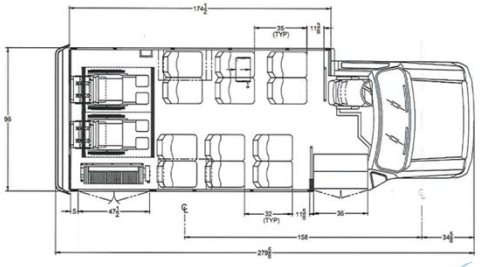
Object Category	FY2026 Adopted	FY2027 Proposed	Change ($)	Change (%)
Personnel Expenses	$150,540	$155,057	+$4,517	+3.0%
Operating Expenses	$358,500	$365,000	+$6,500	+1.8%
Capital Outlay	$0	$0	$0	N/A
Grants / External Funding	$0	$0	$0	N/A
TOTAL	$509,040	$520,057	+$11,017	+2.2%

Staffing Change: No net FTE change — 2 Bus Operators maintained (FT). Personnel: COLA/merit 3%. Operating: On-Demand Service (Freebee) held at $250K — contract renegotiation targeting cost-per-ride efficiency; Vehicle/Bus Operations +$20K for fleet maintenance. Revenue matches FY2026 adopted. Note: Transfer In from CITT Transportation funds ~$100K of operating shortfall.

IBUS FY27-28 BUDGET CONSIDERATIONS		
ROUTE OPTIONS	**DISTANCE TRAVELLED (ONE-WAY)**	
EXISTING SERVICE (ST. RICHARDS DADELAND SOUTH)	4.2 Miles	
NEW ROUTE (ST. RICHARDS TO SW 152ND ST STATION)	1.6 Miles	
NEW ROUTE (ST. RICHARDS TO SW 168 ST STATION)	2.7 Miles	
NEW ROUTE (PBP TO SW 168 ST STATION)	0.9 Miles	
CAPITAL INVESTMENT REQUIREMENTS	**COST (PER VEHICLE)**	**FLEET REPLACEMENT COST**
REPLACEMENT COST FOR COMPARABLE IBUS (20 Passenger + 2 Wheel Chair)	$124,046	$248,092
REPLACEMENT COST FOR (12 Passenger + 2 Wheel Chair)	$118,046	$236,092
PERSONNEL EXPENSES	**FY 27-28**	**FY 28-29**
2 VPB BUS DRIVERS	$155,057	$159,708
NOTE: ADDITIONAL COSTS INCLUDE FUEL, INSURANCE, & MAINTENANCE		
CURRENT ODOMETER READINGS AS OF 06-09-2026 FOR 2017 IBUS VEHICLES	**MILES**	
IBUS #1520	144,785	
IBUS #1524	151,099	
RIDERSHIP NUMBERS SO FAR FOR FY25-26 (OCTOBER 1, 2025 THRU MAY 31, 2026)	**RIDERSHIP**	
IBUS	9,183	
FOR REFERENCE FREEBEE RIDERSHIP, WENT FROM 2 TO 4 VEHICLES IN FEBRUARY 2026	17,364	






FY2027 Requested Budget

Stormwater

Object Category	FY2026 Adopted	FY2027 Proposed	Change ($)	Change (%)
Personnel Expenses	$686,534	$706,930	+$20,396	+3.0%
Operating Expenses	$410,000	$435,000	+$25,000	+6.1%
Capital / Drainage	$300,000	$300,000	$0	0.0%
Debt Service	$108,790	$108,790	$0	0.0%
TOTAL	$1,505,324	$1,550,720	+$45,396	+3.0%

Staffing Change: No net FTE change — Stormwater Engineer (1 FT) now fully staffed for full year. Personnel: COLA/merit 3% + full-year Engineer cost. Operating increase: Landscape Maintenance +$15K (expanded canal/right-of-way maintenance per rate study findings); Engineering +$10K for rate study follow-up; other line items inflationary. Debt service on Miami-Dade obligation unchanged. RISK: Rate study may recommend fee increase — present to Council FY2027.

Risks & Challenges

HIGH RISK

- Stormwater rate insufficiency — current utility fee of $5/ERU not expected to cover the full capital and maintenance program identified in the Stormwater Master Plan Update (FEMA grant scope). Cost of doing nothing: deferred drainage construction, continued flooding complaints, potential NPDES compliance exposure. Mitigation: rate sufficiency study underway; rate adjustment recommendation to Council in FY2027.

MEDIUM RISK

- CITT Transit funding cliff — Aging IBus fleet is reaching end of life and will require a Capital Expenditure to Replace Fleet. As of 06/0/26 Current Vehicle Odometer Readings are 144,785 miles and 151,099 miles respectively. Replacement Vehicle Costs for comparable IBUS Vehicles would be approximately $250,000.

Transfer In from CITT Transportation ($100K) covers current operating shortfall; if ridership or CITT allocation decreases, Transit fund faces structural deficit. Cost of doing nothing: service cuts to I-BUS or Freebee on-demand program affecting mobility-dependent residents. Mitigation: evaluating cost-per-ride targets and contract renegotiation with Freebee provider.

LOW RISK / WATCH ITEM

- State property tax reform (HJR 203/205/207/209/211) — General Fund pressure would cascade into Public Works – Facility Maintenance Division. Intragovernmental Transfer ($250K). Cost of doing nothing: reduction in transfer forces personnel cuts or service reductions in Public Works operations. Mitigation: monitoring legislation; contingency plan to reduce non-essential operating line items if transfer is reduced. [81]

FY 2027 Budget Workshop

Miami-Dade Sheriff's Office
Palmetto Bay Municipal District

Department Overview

Department Mission

- The Miami-Dade Sheriff's Office protects and serves Miami-Dade County with honor, integrity, and professionalism, partnering with the community to ensure law and order, safety, and trust through fair and transparent efforts.



Department Overview

Authorized/Funded Positions

- The Palmetto Bay Municipal District consists of 49 budgeted full-time personnel as follows:

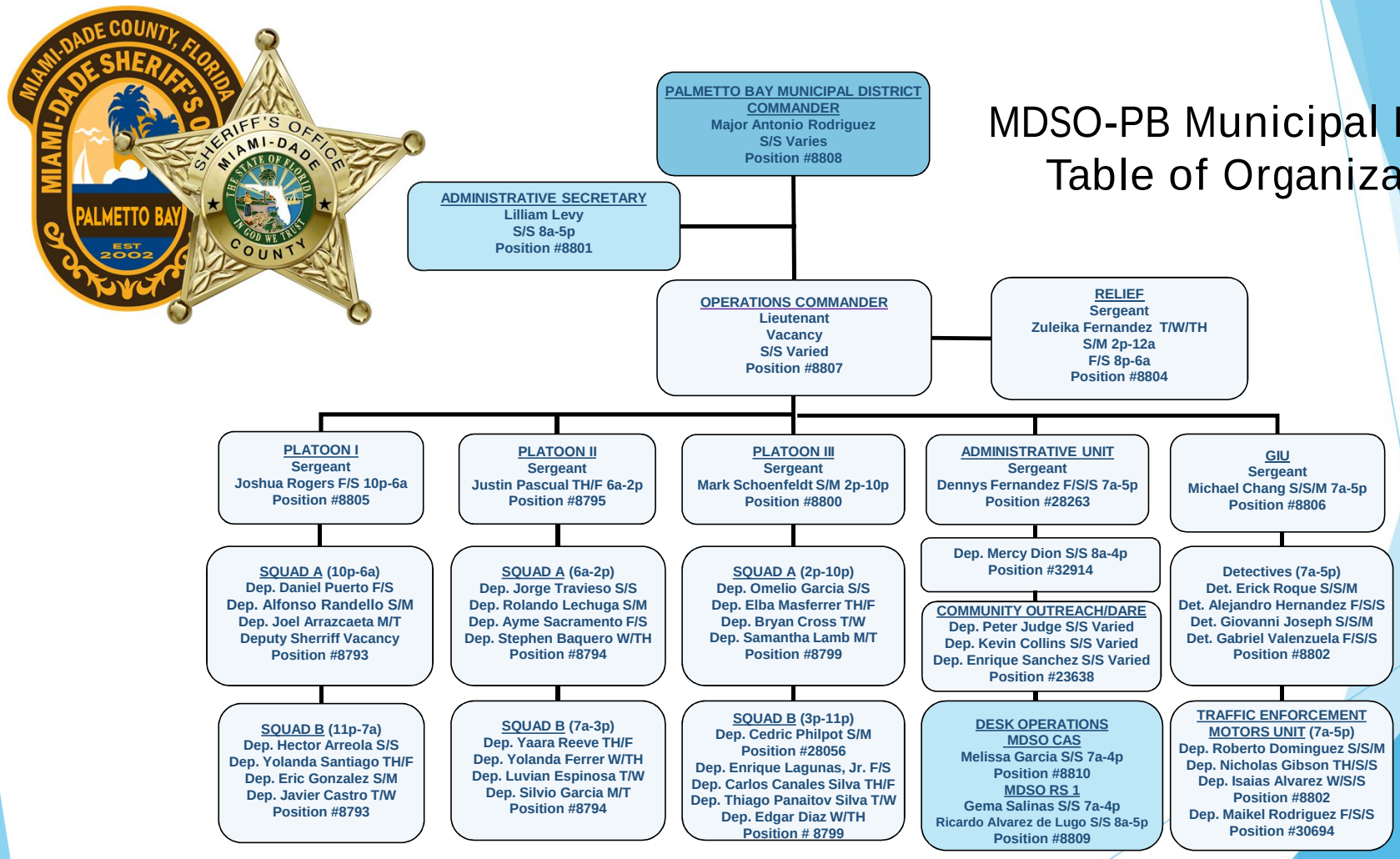
Major	1
Lieutenants	1
Sergeants	6
Deputies	37
Crime Analysis Specialist	1
Records Specialist	2
Administrative Secretary	1
Total	49

Operational and Administrative Personnel Breakdown:

Command Staff –	1 Major, 1 Lieutenant, 1 Admin Sergeant
Uniform Patrol –	4 Sergeants, 26 Deputies
General Investigations Unit –	1 Sergeant, 4 Detective
Traffic Enforcement –	4 Deputies
Community Outreach Unit –	3 Deputies
Administrative –	1 Admin Secretary, 1 Crime Analysis Specialist, 2 Records Specialist

Funding Source: General Fund

MDSO-PB Municipal District Table of Organization



Effective 6/3/2026

Department Overview

FY 2026 Adopted Budget Snapshot

- Personnel Services: $10,175,000
- Operating Expenses: $891,000
- Capital Outlay: None
- Other Misc. Expenses: $758,000

  (Uniforms, Vehicles, Fuel, Supplies)
- Total Adopted: $11,824,000

Source: Miami-Dade County Budget Analysis Tool (BAT) Appropriations Report – 02/24/2026

FY 2026 Accomplishments

- Goal F- Safer Community- Targeted Crimes

TARGETED CRIMES	Jan 1-Dec 31 2024	Jan 1-Dec 31 2025	YTD % Change
Auto Theft	31	28	-10%
Commercial Burglary	11	13	**18%**
Residential Burglary	15	15	N/C
Vehicle Burglary	67	77	**15%**
Larceny-Over	50	33	-34%
Robbery	11	8	-27%
Homicide	0	0	N/C
Agg. Assault	3	3	N/C
Agg. Battery	7	3	-57%
Forcible Sexual Offense	3	7	**133%**
Totals	**198**	**187**	**-6%**

Overall reduction of 6% in Targeted Crimes between 2024 and 2025

FY 2026 Accomplishments

- Goal F- Safer Community- Targeted Crimes

TARGETED CRIMES	YTD Jan 1-May 31 2025	YTD Jan 1-May 31 2026	YTD % Change
Auto Theft	11	7	-36%
Commercial Burglary	6	2	-67%
Residential Burglary	8	0	-100%
Vehicle Burglary	45	8	-82%
Larceny-Over	20	9	-55%
Robbery	2	2	N/C
Homicide	0	1	**100%**
Agg. Assault	2	4	**100%**
Agg. Battery	1	1	N/C
Forcible Sexual Offense	4	2	-50%
Totals	**99**	**36**	**-64%**

Overall reduction of 64% in Targeted Crimes between 2025 and 2026 YTD through May 31, 2026

FY 2026 Accomplishments

- Goal F- Safer Community- Targeted Crimes

  Comparison of Assigned Cases - 2025 and 2026 YTD

2025	
Assigned Cases (A/AA)	326
Clearance Rate	51%
Closed By Arrest	131
Total Cleared	176
Total Assigned (A/AA/AI)	1931

2026 Year To Date (June 2, 2026)	
Assigned Cases (A/AA)	115
Clearance Rate	48%
Closed By Arrest	48
Total Cleared	73
Total Assigned (A/AA/AI)	744

FY 2026 Accomplishments

- Goal F- Safer Community- Response Times

Response times for Emergency/Priority Calls and Routine Calls are 7:00 minutes and 14:00 minutes, respectively.
(Within response times in Interlocal Agreement)

Palmetto Bay Municipal District- Incidents Jan 1, 202 – May 31, 2025 Totals/Averages								
District Code Description	# Call-EM/PR	Resp Time EM/Priority	# Calls - EM	Resp Time Emergency	# Calls-PR	Resp Time Priority	# Calls RT	Resp Time Routine
PBMD	334	00:08:00	190	00:07:00	142	00:08:00	2,293	00:15:00
Incidents Jan 1, 2026 – May 31, 2026								
PBMD	332	00:07:00	185	00:08:00	149	00:06:00	2,188	00:14:00

Source: Miami-Dade Sheriff's Office Power Business Intelligence (BI)- CAD calls for Service by Response Time Report

FY 2026 Accomplishments

- Goal F- Safer Community- Response Times (Cont'd)

Palmetto Bay Municipal District- Incidents Jan 1, 2025 – December 31, 2025 Totals/Averages								
District Code Description	# Call - EM/PR	Resp Time EM/Priority	# Calls - EM	Resp Time Emergency	# Calls- PR	Resp Time Priority	# Calls - RT	Resp Time Routine
PBMD	806	00:08:00	450	00:08:00	356	00:08:00	5,483	00:15:00
South District	10,747	00:10:00	5,522	00:10:00	5,225	00:09:00	43,988	00:26:00
Patrol Services	58,153	00:11:00	31,941	00:13:00	26,212	00:09:00	288,567	00:24:00

Palmetto Bay Municipal District - Incidents Jan 1, 2026 – May 31, 2026 Totals/Averages								
District Code Description	# Call - EM/PR	Resp Time EM/Priority	# Calls - EM	Resp Time Emergency	# Calls- PR	Resp Time Priority	# Calls - RT	Resp Time Routine
PBMD	334	00:07:00	185	00:08:00	149	00:06:00	2,188	00:14:00
South District	4,452	00:10:00	2,311	00:10:00	2,141	00:09:00	17,198	00:28:00
Patrol Services	24,793	00:13:00	13,643	00:16:00	11,150	00:09:00	114,987	00:26:00

FY 2026 Accomplishments

- Goal F- Safer Community- Marine Operations Details in the C-100 Waterway

  2025- 72 Vessel Inspections, 22 Boating Citations, 63 Warnings, and 538 Citizen Contacts (Boaters, Paddle Boarders, and Persons Fishing)

  2026YTD- 5 Vessel Inspections, 7 Boating Citations, 7 Warnings, and 265 Citizen Contacts (Boaters, Paddle Boarders, and Persons Fishing)

- Goal F- Safer Community- Online Traffic Concern Report Forms Addressed

  2025- 101 Concerns
  2026YTD- 33 Concerns

- Goal F- Safer Community- Traffic Enforcement

  2025- 14,563 Citations Issued
  2026YTD- 5,882 Citations Issued

FY2026 Budget Performance

Object Category	FY2026 Adopted	FY2026 Projected Actual	Variance ($)	Variance (%)
Personnel Expenses	$10,175,000	$9,162,116	-$1,012,884	-9%
Operating Expenses	$891,000	$624,958	-$266,042	-2%
Capital Outlay + Misc. Expenses	$758,000	$608,520	-$149,480	-4%
TOTAL	$11,824,000	$10,395,594	$0	7%

Key Variance Notes: Expected to underperform budget allotment by nearly 10% due to personnel vacancy created by retired lieutenant and overtime savings.

Department Overview

FY 2027 Proposed Budget Snapshot

- Personnel Services: $11,016,300
- Operating Expenses: $995,000
- Capital Outlay: None
- Other Misc. Expenses: $761,700
  (Uniforms, Vehicles, Fuel, Supplies)
- Total Adopted: $12,773,000

Source: Miami-Dade County BAT Appropriations Report – 02/24/2026

FY 2026 Accomplishments

- Goal F- Safer Community
  - Targeted Crimes
    - Continue to focus on Targeted Crimes to maintain at record low rates.
  - Response Times
    - Maintain response times for Emergency/Priority Calls and Routine Calls as indicated in Interlocal Agreement.
  - Marine Operations Details in the C-100 Waterway
    - Continue to conduct marine details to ensure the safety of resident and visitors along the C-100 Waterway
  - Traffic Concerns
    - Continue to address resident Traffic Concerns through enforcement and education campaigns, as well as referrals for traffic calming devices.
  - Traffic Enforcement
    - Continue to conduct Traffic Enforcement in identified areas of increased traffic and crashes.

FY 2027 Requested Budget Summary

Object Category	FY2026 Adopted	FY2027 Proposed	Change ($)	Change (%)
Personnel Expenses	$10,175,000]	$11,016,300	$841,300]	8%
Operating Expenses	$891,000]	$995,000	$104,000	10%
Capital Outlay + Misc. Expenses	$758,000	$761,700	$3,700	0.5%
Grants / External Funding	$0	$0	$0	0%
TOTAL	$11,824,000	$12,773,000	$949,000	8%

Staffing Change: Maintaining current staffing levels

Risks & Challenges

Challenges moving forward…

- Although not an immediate challenge, Palmetto Bay Municipal District Command Staff personnel are monitoring growth in the Village. We are engaged with the Manager's Office and active participants in community-wide planning to ensure that staffing levels are adequate and consistent with the growth and current policing needs.

Development Projects (Upcoming and Underway)	
Palmetto Bay Village Center Redevelopment (18001 Old Cutler Road)-	Mixed-Use- **450 Dwelling Units and 133,000 Square Feet of Commercial and Office Space**
Shores at Palmetto Bay (17800 Franjo Road)-	Mixed-Use- **80 Dwelling Units**
Franjo LLC (9500 SW 180 ST)-	Mixed-Use- **175 Dwelling Units and 12,000+ Square Feet of Commercial Space**

FY 2027 Budget Workshop

Sustainability & Resiliency Division

Division Overview

Department Mission

- The Sustainability, Resiliency & Public Art Division of the Village of Palmetto Bay is dedicated to protecting our natural resources, strengthening community wellbeing, and preparing for a changing environment through innovative, science based, and community driven policies and programs. The Division also champions public art and creative placemaking to celebrate the community's rich historical character and foster a vibrant sense of place. The Division strives to lead by example—advancing sustainable practices, reducing environmental impacts, cultivating the character of the Village and building a resilient future that safeguards the economic, environmental, and social well-being of all who call Palmetto Bay home.

Authorized/Funded Positions

- Full-Time: 1 Part-Time: 0 Contract: 0 Total: 1
- Divisions: 0
- Fund: General Fund

FY 2026 Adopted Budget Snapshot

- Personnel Services: $67,828.80
- Operating Expenses: $86,500
- Capital Outlay: $0
- Total Adopted: $154,528.80

FY 2026 Sustainability Accomplishments

- Goal A. Accessible, efficient, and transparent government energized by engaged and informed residents.
  - Resiliency Committee Education Videos
    - $0; Village Communications Team
    - Resiliency Committee continues to provide exceptional education to Village residents and viewers on concepts of sustainability and resiliency in relation to the Palmetto Bay community.
- Goal C. Public asset management that prioritizes parks, public spaces and infrastructure.
  - Bi-annual Village Cleanups
    - $0; partner with Keep Florida Clean nonprofit
    - Community engagement while reducing pollution in the Village
- Goal G. Environmental stewardship and sustainability.
  - Bi-annual Recycling Drive-Thru's
    - $36,000 annually budgeted; $30,835 actual cost; Village savings: $5,165
    - Residents and business owners in the Village can drop off multiple items to be safely discard and/or recycle items free of cost.
  - Keep Palmetto Bay Beautiful Litter Prevention Program
    - $187 annual dues
    - Pollution prevention program from larger federal and state affiliate; Village becomes grant eligible for grants up to $20,000
  - Coral Reef Park Rec Center LEED Certification
    - Successfully submitted and received LEED Building certification in areas of water and energy conservation, recycling of construction materials and usage of green space.
  - Plastic bag and Battery recycling at Village Hall
    - $0; receive bench made from collected recycled plastic
    - $125 to clean out battery bin in Village Hall

FY 2026 Art & Cultural Affairs Accomplishments

- Goal H. Outstanding opportunities for art, culture, recreation, and lifelong learning.
  - PB Celebrates 250
    - ~budgeted $12,000
    - Successfully celebrated America's 250th Birthday with monthly celebrations reflective of the nation's history, including WWII walk-through museum, National Parks Annual Pass Raffle and Celebration of veteran and community service.
  - SW 152 Street & Old Cutler Road Call to Artist Completion
    - Completion of the Call to Artist on SW 152 Street & Old Cutler Road. Village Council selected Curtis Pittman, artist of proposal Palmetto Rise, to be installed at traffic circle.
    - Installation to take place Winter 2027.
  - Historical Town of Peters Marker
    - $3,345
    - Throughout a process totaling of about 5 years, the Village has been able to submit the process to the State of Florida for the Historical Town of Peters signage. After a unanimous passage through the State Historical Marker Council, the State sent a bronze plaque to the Village to install on the right of way located near US1 and SW 183 Street.

FY2026 Sustainability Budget Performance

Object Category	FY2026 Adopted	FY2026 Projected Actual	Variance ($)	Variance (%)
Personnel Expenses	$67,828.80	$67,828.80	$0	0%
Operating Expenses	$86,700	$44,526.57	-$42,173.43	-48.6%
Capital Outlay	$0	$0	$0	0%
TOTAL	$154,528.80	$112,355.37	-$42,173.43	-48.6%

Key Variance Notes: Financially stable savings were made in the recycling drives and the CRS budgets.

FY2026 Art Budget Performance

Object Category	FY2026 Adopted	FY2026 Projected Actual	Variance ($)	Variance (%)
Personnel Expenses	$0	$0	$0	0%
Operating Expenses	$135,000	$6,595	-$128,405	-95.12%
Capital Outlay	$0	$0	$0	0%
TOTAL	$135,000	$6,595	-$128,405	-95.12%

Key Variance Notes: Changes made to the call to artist reflected new artists stipends, call to artist fee and subscription, Council approved increase in budget for art piece. No traffic circle was installed, thus moved to next FY.

FY 2027 Sustainability Goals & Strategic Priorities

- Goal A. Accessible, efficient, and transparent government energized by engaged and informed residents.
  - Continued series of Resiliency Committee Education Videos
    - $0; Village Communications Team
    - Resiliency Committee continues to provide exceptional education to Village residents and viewers on concepts of sustainability and resiliency in relation to the Palmetto Bay community.
- Goal B. Maintain financial stability and sustainability as we accomplish new goals
  - CRS Rank #4= 30% discount for residents' flood insurance premiums
    - $50,000; Village has retaining contract with WSP
    - The Village aims to continue its pursuit in saving residents extra dollars while also providing the utmost public services through flood safety. In our ambitions, the Village is continuing its efforts to become a Rank #4 within FEMA's CRS program. Through the upcoming stormwater master plan update, the Village will include in its scope floodplain management items that are key into attaining more points to reduce our rank in the program.
- Goal C. Public asset management that prioritizes parks, public spaces and infrastructure.
  - Continued Bi-annual Village Cleanups
    - $0; partner with Keep Florida Clean nonprofit
    - Community engagement while reduce pollution in the Village
- Goal G. Environmental stewardship and sustainability.
  - Bi-annual Recycling Drive-Thru's
    - $36,000 annually budgeted
    - Residents and business owners in the Village can drop off multiple items to be safely discard and/or recycle items free of cost.
  - Keep Palmetto Bay Beautiful Litter Prevention Program
    - $187 annual dues
    - Pollution prevention program from larger federal and state affiliate; Village becomes grant eligible for grants up to $20,000
  - Plastic bag and Battery recycling at Village Hall
    - $0; receive bench made from collected recycled plastic
    - $125 to clean out battery bin in Village Hall

FY 2027 Art & Cultural Affairs Goals & Strategic Priorities

- Goal B. Maintain financial stability and sustainability as we accomplish new goals
  - Gold Star Family Memorial Monument Installation
    - $30,555.56; budgeted amount $65,000
    - By Spring 2027, the Village will install a Gold Star Family Memorial Monument at Veteran's Park. After the design was approved by the design committee and the Village Council, the Village will now honor Gold Star Families all year round through our monument.
- Goal H. Outstanding opportunities for art, culture, recreation, and lifelong learning.
  - SW 152 Street & Old Cutler Road Call to Artist Completion
    - $185,000
    - Completion of the Call to Artist on SW 152 Street & Old Cutler Road. Village Council selected Curtis Pittman, artist of proposal Palmetto Rise, to be installed at traffic circle. Installation to take place Winter 2027.

FY 2027 Sustainability Requested Budget Summary

Object Category	FY2026 Adopted	FY2027 Proposed	Change ($)	Change (%)
Personnel Expenses	$67,828.80	$70,000	+$2,171.20	+3.20%
Operating Expenses	$86,500	$86,887	+$387	+0.25%
Capital Outlay	$0	$0	$0	0.0%
Grants / External Funding	$0	$0	$0	$0
TOTAL	$154,328.80	$156,887.00	+$2,558.20	+1.66%

Variance Change: New changes are dues in FGBC and Keep America/Florida Beautiful local membership dues.

FY 2027 Art Requested Budget Summary

Object Category	FY2026 Adopted	FY2027 Proposed	Change ($)	Change (%)
Personnel Expenses	$0	$0	$0	0.0%
Operating Expenses	$135,000	$185,000	+$50,000	+37.04%
Capital Outlay	$0	$0	$0	0.0%
Grants / External Funding	$0	$0	$0	$0
TOTAL	$135,000	$185,000	$50,000	+37.04%

Variance Change: Council changes for increase in budget for art piece on SW 152 Street & Old Cutler Road.

FY 2027 Gold Star Family MemorialRequested Budget Summary

Object Category	FY2026 Adopted	FY2027 Proposed	Change ($)	Change (%)
Personnel Expenses	$0	$0	$0	0.0%
Operating Expenses	$65,000	$65,000	+$0	+0%
Capital Outlay	$0	$0	$0	0.0%
Grants / External Funding	$0	$0	$0	$0
TOTAL	$75,000	$75,000	$0	0%

Variance Change: Gold Star Family Memorial Monument installation.

Risks & Challenges

HIGH RISK

- Cost of Doing Nothing Shouldn't Be an Option
  - 0 investment in CRS, recycling drive thrus, litter prevention and public art not only hurts the community environmentally but socially as well. Less recycling programs, more flooding, and more pollution hinder communal environments but also economic growth.

MEDIUM RISK

- Only As Good As We Can Make It
  - Cuts to sustainability and resiliency wouldn't all be immediately felt to the community; however, over time it can have significant impacts. Reducing recycling drive-thrus to once a year can leave room for more unwanted hazardous materials to infiltrate water systems in the area. Reducing contract services to CRS consultants wouldn't be immediately felt but will have impacts on the floodplain management system of the Village, potentially leading to flooding, less informational awareness and stagnant growth in the program.

LOW RISK / WATCH ITEM

- Investment= Results
  - Investment in sustainability and resiliency is crucial to any thriving city, especially in South Florida where heavy rains and susceptibility to strong storms are frequent. It's best to prepare a community through resilient infrastructure and public information campaigns for the economic, environmental and social safety of the area. By investing the sustainability division 100%, we can continue to make strides in keeping our communities through initiatives that reduce environmental impact and promote resilience, and at a smart-saving mentality that can save residents money in a market that is constantly demanding more out of their wallets.