



South Miami

THE CITY OF PLEASANT LIVING

**Capital and Operating Budget
Fiscal Year 2020-2021
Ordinance 31-20-2385**



COMMISSION – MANAGER FORM OF GOVERNMENT

LIST OF PRINCIPAL OFFICIALS

ELECTED OFFICIALS



Mayor
Sally B. Philips, EdD



Vice Mayor
Bob Welsh



Commissioner
Luis Gil



Commissioner
Walter Harris



Commissioner
Josh Liebman

CHARTERED OFFICIALS



City Clerk
Nkenga Payne, CMC



City Manager
Shari Kamali



City Attorney
Thomas Pepe, Esq.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

City of South Miami

Florida

For the Fiscal Year Beginning

October 1, 2019

Christopher P. Morill

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to **City of South Miami, Florida** for its annual budget for the fiscal year beginning **October 1, 2019**. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

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



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ACKNOWLEDGMENT

This document was prepared by a team of City staff members who worked very enthusiastically, with pride and dedication, to provide a meaningful and useful document for the benefit of the citizens, the business community, and the City of South Miami organization.

The following individuals are recognized for their significant contribution in the budget process:

Budget and Finance Committee Members

Bradley Cassel, Chairman
Maximo Monterrey
Deborah Lang
Alain Steiselboin

The following individuals are recognized for their significant contribution in the preparation of this document:

Alfredo Riverol, Chief Financial Officer
Maria Virquez, Chief Administrative Officer
Jaclyn Cuesta, Senior Accountant
Elaine Alvarez, Accounts Payable Technician
Guliano Ageno, Accounts Receivable Technician

MANAGEMENT TEAM

ASSISTANT CITY MANAGER
Samantha Fraga-Lopez (2017)

CHIEF FINANCIAL OFFICER
Alfredo Riverol, CPA CGFM, CGMA, CRFAC (2010)

PLANNING AND ZONING DIRECTOR
Jane K Tompkins (2016)

CHIEF ADMINISTRATIVE OFFICER
Maria Virquez (2000)

BUILDING DIRECTOR
Andres Figueroa (2008)

CHIEF PROCUREMENT OFFICER
Steven Kulick, C.P.M. (2011)

POLICE CHIEF
Rene Landa (2013)

PARKS AND RECREATION DIRECTOR
Quentin Pough (2013)

PROJECT MANAGER
Aurelio Carmenates (2017)

SUPERINTENDENT OF MAINTENANCE
John Reese (2000)



GUIDE FOR READERS

The Fiscal Year 2020-2021 Annual Operating and Capital Budget for the City of South Miami, Florida is intended to serve four purposes:

THE BUDGET AS A POLICY GUIDE

As a policy document, the budget serves to inform the reader about the organization and its policies. The budget includes organization-wide financial and programmatic policies and goals that address long-term concerns and issues, as well as its short-term financial and operational policies that guide the development of the budget for the upcoming year. This budget document details the services the City will provide during the twelve-month period from October 1, 2020 through September 30, 2021. The Departmental budget sections provide goals, objectives and activity reports for each Department.

THE BUDGET AS A FINANCIAL PLAN

As a financial plan, the budget details the costs associated with providing municipal services and how the services are anticipated to be funded. The General Fund Section includes a summary and detailed description of all revenues and expenditures. The budget document explains the underlying assumptions for the revenue estimates and discusses significant revenue trends. In addition, there is discussion of the City's accounting structure and budgetary policies. Please remember that the City of South Miami as virtually every other government has provisions for amending the budget during the budget year. This is essential as priorities change and emergencies are encountered requiring the revision of the yearly budget. This is a normal and wise practice as it is essential for the City to be able to reflect the changing priorities of its community.

THE BUDGET AS AN OPERATIONS GUIDE

As an operations guide, the budget details how Departments and the general fund are organized. The budget informs the reader of all the activities, services and functions carried out by each department. In addition, the budget provides for performance measurements of organization-wide objectives to aid in monitoring the progress of the City. Each Departmental budget section includes a description of the Department's function, its goals and objectives, activity reports, authorized positions, budget highlights and the budgetary appropriation.

THE BUDGET AS A COMMUNICATION DEVICE

As a communication device, the budget provides summary information to aid the reader in interpreting the document. Charts, graphs, tables and text are included in every section to consolidate the information.



The budget document also includes a detailed table of contents and a glossary of terms to make it easy to locate and understand its contents. Finally, the budget includes the Budget Message Section, which provides readers with a condensed analysis of the fiscal plans of the City for the upcoming fiscal year.

HOW TO USE THIS DOCUMENT

This document is divided into 4 sections. The breakdown is listed below:

Introduction: This section is designed to give the reader a general look at South Miami and an overview of the total budget and is divided into two main sections. The City Overview includes demographic data and tables and the Financial Overview includes summary information on the budget. Many parts of this section can be reproduced for the public and media.

Capital Improvement Program: A general description of the FY 2021 through 2025 Capital Improvement Plan along with the funding sources is found in this section.

Fund Budgets: A description of the Departments and funds can be found in this section. A summary of all Department expenditures is listed, along with a mission statement, accomplishments, objectives, key activity reports, staffing requirements and budget highlights.

Appendix: This section contains a detailed personnel table and a glossary of terms and acronyms that are used throughout the document.



CITY MANAGER'S BUDGET MESSAGE

August 11, 2020

Honorable Mayor Sally Philips
Honorable Vice Mayor Bob Welsh
Commissioners Gil, Liebman and Harris
Citizens of the City of South Miami

ADOPTED CAPITAL AND OPERATING BUDGET FOR FISCAL YEAR 2020/2021



Dear Mayor, Vice Mayor, Commissioners, Citizens and Business Community:

In accordance with Article IV, Section 2 of the City Charter, I respectfully submit to you the Proposed FY 2020-21 Operating and Capital Budget for the fiscal year beginning October 1, 2020 and ending September 30, 2021. The Proposed FY 2020-21 Budget was prepared with no tax rate increase, using the millage rate of 4.3000. The purpose of this letter is to provide the Commission with an overview of the budget for Fiscal Year 2020-21.

BUDGET PREPARATION

The adopted budget provides a continuation of the core FY 2019-20 budget as the base for the budget for FY 2020-21 and the following budget indicates existing and new funding levels and priorities.

The FY 2020-21 Budget as presented here is based on the adopted millage rate of 4.3000.

The value of the certified tax roll for FY 2020-21 was released by the County on July 1st and was approximately 4.33% higher than the prior year.

SIGNIFICANT EVENTS THIS FISCAL YEAR

Perhaps the two most significant events this year were the COVID-19 outbreak, and the sunseting of the City of South Miami Community Redevelopment Agency.

As you are aware, COVID-19 continues to be a concern. The coronavirus outbreak continues to rise, bringing continuous record-breaking spikes in infections since the reopening of restaurants, bars, gyms, and other public places. COVID-19 has damaged Florida's economy and as social distancing and the needed "New Normal" rules are implemented, it will take time for Florida's delicate economy to rebound and thrive.



Furthermore, Florida's unemployment rate was 14.5% in May 2020, in comparison, Florida's unemployment rate in May of 2019 was 3.2%, that reflects an increase of 11.3% in 12 short months. According to the U.S. Bureau of Labor Statistics (BLS), when workers are unemployed, their families lose wages, and the nation as a whole loses their contribution to the economy in terms of the goods or services that could have been produced. Unemployed workers also lose their purchasing power, which can lead to unemployment for other workers, creating a cascading effect that ripples through the economy.

As of June 1, 2020, the City has been able to complete a smooth transition in the sunsetting of the City of South Miami Community Redevelopment Agency (SMCRA) and all properties owned by the SMCRA has been transferred to the City. Moving forward, beginning with FY 2020-2021, all property tax revenues will be assumed by the City to be used to support existing City Services citywide, especially since the decline of other revenue line items such as parking and state sales tax sharing, to name a few.

The FY 19-20 Planning Department completed the approval process for a number of important redevelopment projects. Perhaps most transformative for the city will be the redevelopment of a full city block on what is now the Winn-Dixie store. Plans call for 248 residential units, a large public plaza, and a grocery store of approximately 36,000 square feet. Staff worked with the applicant to create a new zoning category, and Future Land Use and Zoning Map changes. The zoning category is unique in its provisions that encourage long-term retention of the grocery store, and a requirement for affordable housing if the grocery store space is vacated. Staff also reviewed an application for Future Land Use and Zoning map amendments for the County-owned affordable housing, South Miami Gardens. With these amendments, the County can replace the outdated units and provide more units than currently exists.

The Planning Department is working on an annexation analysis for an area bounded by SW 80th Street, the SFWMD canal, SW 62nd Avenue and SW 67th Avenue. The analysis provides information on an estimate of the City resources needed to service. The information will assist in determining whether the City should pursue an annexation application with Miami-Dade County.

Staff also prepared several significant amendments to the Land Development Code, including: changing the parking requirements to encourage development that's more multi-modal in nature and that better reflects a project's true parking needs; improvements to the RT-9 zoning district to make townhouse development more feasible and attractive; revising the treatment of medical marijuana stores and pharmacies, in accordance with new state law; and changes that will make it easier to build housing on lots that were legally platted but don't comply with current standards.

The Code Enforcement Division has increased neighborhood patrolling in an effort to keep residents informed regarding the City's requirements for proper maintenance of both residences



and businesses. Additionally, in response to COVID-19, Code enforcement Officers have worked alongside the City's Police Department to ensure the safety and wellness of our community by enforcing State, County and Local rules.

Although the COVID-19 pandemic resulted in the cancellation of the City's annual Wellness Fair, the Personnel Division continued to provide several wellness initiatives and competitions aimed at engaging employees and motivating them to monitor and improve both their physical and mental health. The Personnel Division also created Return-to-Work guidelines in compliance with Center for disease control (CDC); Occupational Safety and Health Administration (OSHA), State, County and Local health and safety guidelines to ensure the safety of both employees and residents alike. The Personnel Division, in conjunction with the City Manager's Office, coordinated City-wide COVID-19 antibody as well as PCR (nasal swab) testing for all employees. Overall employee health ultimately leads to lowered health insurance premiums. The City of South Miami, through the Personnel Division, will continue to create Wellness initiatives to instill a healthier lifestyle for employees and their families.

The Finance Department is currently working with the City's Financial Advisors, Bond Counsel and the City Attorney to help reduce the future annual debt payments and ultimately the overall debt amount paid by the City as part of a large refinancing initiative, expecting to save the City over \$300,000.

The Information Technology Division was tasked in the middle of the COVID-19 pandemic to help support staff by providing them with the means of working remotely. Thankfully they were able to fulfil their obligations and help support each department so that there was no or minimal business interruption. The City never missed a beat and all departments were able to function as designed.

The Procurement Division sourced and purchased an electric vehicle charging station for City Hall. The charging station, a dual port device that can charge two vehicles at the same time, was installed behind the Police station parallel to South Dixie Highway. The charging station will support the City's fleet of fully electric vehicles.

The Engineering and Construction Division of the City of South Miami during the fiscal year beginning on October 1, 2019 through September 30, 2020, completed the construction of the City's Welcome Gateway Monument Sign at Fuchs Park on the intersection of US-1 and SW 80th Street. The Welcome Gateway Monument Sign is a reinforced concrete construction covered with smooth stucco finish in the back and special Oolite Stone Veneer wall in the front. The City's logo and lettering is placed on top of the sign structural wall which is illuminated at night. A selected landscape comprised of shrub, groundcover and large palms was installed to highlight and to provide accent to the sign together with a new irrigation system which is connected to a dedicated electrical source that provides power to the sign up-lighting and irrigation system.



As part of a continuing effort to enhance the transportation system and mobility choices for the residents and visitors to the City of South Miami, Citywide Bike Sharrows was identified in the South Miami Intermodal Transportation Plan (SMITP). The SMITP was adopted in early 2015, with a focus on pedestrian safety and mobility. The scope consists of installing pavement markings symbols to alert motorists to the expected lateral placement of bicyclist within the shared lane and encourage safer passing behaviors. Additionally, the construction of a new roundabout at the intersection of SW 69th Street and 63rd Avenue and reduce the amount of pavement in the area to reduce the speed of vehicles making high speed turns and to implement the traffic calming in the neighborhood.

The City of South Miami was honored to have Colombian **President Ivan Duque Marquez** visit Dante Fascell Park for a special program announcing the Colombian Sculpture Garden initiative which is a program of the Sister-City between the City of South Miami and Medellin Colombia. The City completed the design and installation of three (3) sculptures at Dante Fascell Park that were donated to the City. The new design and constructed LED up lighting will provide the ability to change the color of the light reflecting onto the sculptures to meet the need for any special event. Art in Public places addresses important goals such as acquiring and exhibiting new public artworks in the City of South Miami.

The City has identified some properties currently not connected to the Miami-Dade Water and Sewer Department (MDWASD) system and therefore, as part of the Sanitary Sewer master plan it would be necessary to install water main and meter services with new accounts with MDWASD. The project will entail the installation of approximately six new water main extension and installation of approximately 104 new water meter services as recommended in the City of South Miami Sanitary Sewer Master Plan.

The Building Department remained open, functionally and servicing our clients during the pandemic period though with limited conditions. We are determined to service our residents and contractors through this most difficult time.

The City's Parks and Recreation Department (P&R) projects consist of but are not limited to a new LED lighting system at Dante Fascell Park, ADA improvements and a new pedestrian pathway around the existing pond at Fuchs Park.

To enhance the park and open space goals set forth in 2018 Comprehensive Plan, the City purchased a property located at 7435 SW 66 Avenue for the purpose of converting into a public park. The City's Parks and Recreation Department ("P&R Dept.") has commenced planning and community input sessions for the proposed public park known as Ludlam Glades Park. In addition, the department has completed multiple contract construction plans, permitting, and public solicitations for upcoming improvement projects such as new outdoor LED tennis lighting at Dante Fascell Park and a new perimeter asphalt pathway and ADA enhancements at Fuchs Park.



The P&R Dept. replaced the existing engineer wood fiber mulch with new poured-in-place rubber safety surfacing under and around the preschool and grade school playground structures at Dante Fascell Park, Fuchs Park, Murray Park and Palmer Park. The rubber surface is not only attractive and functional, but also features eco-friendly attributes and long-term, economical savings for the City. Accessible pathways were also installed to and from each playgrounds.

The Parks and Recreation Department hosted various virtual programs and supplemented breakfast and lunch meals provided by Miami-Dade County schools during the COVID-19 pandemic with weekend nutritional snack bags for community youth and teens. One-hundred and seventy-six (176) snack bags were distributed to low income families over a four-week period. In cooperation with Miami-Dade County, the Dept. delivered two hundred (200) weekly meals throughout the COVID-19 pandemic to senior citizens who reside in South Miami.

The Police Department acknowledges the importance and benefits of communities and police working together, sharing information and developing collaborative strategies for a better tomorrow. Because of these partnerships, South Miami continues to lower the crime rate in both categories of violent crimes and non-violent crimes. During the past 10 years Violent Crime is down 62%, and Non-Violent Crime is down 48%, Total Reported Crime is down 49%. The partnerships with the business sector, residents, schools, hospitals, and other groups are contributing to the reduction of crime on our streets.

The level of citizen engagement with our community initiatives continued with the successful PAL Program (Police Athletic League), which opened the doors of opportunity for our youth, our CAST Program (Cops and Students Talking) formed relationships with our local children by opening the doors of communication. Through other positive interactions with residents and business owners such as Coffee with a Cop and our Safe Streets Halloween we brought citizens and police officers together in a relaxed and festive atmosphere where genuine communication could take place. The Police Dept. closed out the year by successfully meeting the required standards to become reaccredited, passing the accreditation final assessment with 100% compliance, by the Commission for Florida Law Enforcement Accreditation. In Florida, there are roughly over 450 law enforcement agencies of which only 168 are accredited. I'm proud to announce that SMPD is among those 168 highly distinguished law enforcement agencies.

RESPONDING TO THE GOVERNING BODY GOALS

The budget as presented provides the same level of excellent services to all residents, businesses, and visitors of the City of South Miami, while maintaining the same millage rate, set at 4.3000. The City's proposed budget was prepared with the intent to meet the governing body's goals.

The City Commission has established six strategic goals that guide the City's activities, including preparation of the annual operating budget. The financial decisions included in the annual budget and Capital Improvement Program (CIP) for the services provided by the City are intended



to address the goals established by the City Commission.

Goal #1: City Services – Ensure that city services assist in creating a superior quality of life and a safe atmosphere where people desire to live, work, and play.

Goal #2: Fiscal Responsibility – Provide exceptional value for community-provided resources and strive for long-term financial balance in the city’s operational and capital activities.

Goal #3: Economic Development – Promote and stimulate quality development (including retail, corporate headquarters, bioscience, high technology companies, and residential) to enhance the city’s diverse economic base.

Goal #4: Reinvestment – Promote and support efforts to redevelop retail sites and improve our neighborhoods to continue the city’s reputation as a safe and friendly community.

Goal #5: South Miami Downtown Improvement– Partner in the continued development of a premier destination point – “South Miami Downtown” – that serves as a community gathering place integrating a variety of uses (including residential, retail and office uses).

Goal #6: Sense of Community – Celebrate South Miami’s heritage and history to enhance the sense of community, pride and quality of life for residents.

The proposed budget continues the City’s commitment to these strategic goals by allocating available resources to the activities necessary to address the goals.

GENERAL FUND REVENUES

Revenues in all municipalities typically increase and, at times, decrease, depending, upon their respective sources and the impact of various sectors of the economy and the Legislature’s changing philosophies on those sources. The City’s most significant revenue, ad valorem or property taxes, is also typically the revenue with the most significant change from year-to-year. For the upcoming fiscal year, considering the tax valuations are from 2019 and the sunseting of the City’s South Miami Community Redevelopment Agency, our ad valorem revenues have seen an increase, helping to minimize the impact of the reductions from other important revenue streams due to the effects of the COVID-19 pandemic. The City’s ad valorem revenues in this upcoming fiscal year will account for approximately 43% of the City’s yearly operating revenues. Therefore, as the ad valorem revenues change, so do the City’s operating revenues. The City’s ad valorem revenues for the past few years have been increasing slightly, which reflected the positive economic times, however, many economist and financial professionals are beginning to predict a significant future downturn on taxable assessed values, and in turn the City’s ad valorem revenues.



THE SAVE OUR HOMES EFFECT

As stated earlier, the FY 2020-21 certified property tax roll for the City of South Miami reflects an approximate 4.3% increase in city-wide taxable values from the previous fiscal year. By default, that percentage is an “average” and, individual properties may experience more or less change in value than this average. In the case of long-time homesteaded properties, they may have a greater amount of increase due to the effects of Save Our Homes.

In 1992, Florida voters approved Constitutional Amendment 10, meant to shield homeowners from runaway increases in their property taxes as a result of the booming real estate prices. Save Our Homes (SOH) limits annual increases in the assessed value of a home to 3% or the Consumer Price Index, whichever is lower. This limitation is known as the Save our Homes cap. As a result, long-time homesteaded property owners benefited from years of increasing home values by paying less property tax than a similar non-homesteaded property owner due to the SOH limits on increases in assessed values. Thus, many homesteaded property owners have had the benefit of artificially low tax levies.

DOUBLE HOMESTEAD EXEMPTION

On January 29, 2008, electors in Florida voted for a new property tax reform amendment. Previously, homeowners could receive a \$25,000 exemption on their primary residence, which meant the homeowner doesn't pay property taxes on the first \$25,000 of the just appraised value of the property. The new amendment increased the exemption as follows: Homeowners can receive an additional \$25,000 homestead exemption for the value of homesteads above \$50,000. The new exemption has had a vast impact on ad valorem revenues statewide, as it essentially doubles the previous amount of non-taxable property value; therefore, those revenues are no longer available.

MILLAGE CAP ESTABLISHED

The millage rate (South Miami's share) is typically approximately 21 percent of the total yearly tax bill. In other words, of every dollar spent on taxes in South Miami, typically 21 cents goes to its City Government.

The Property Appraiser will mail required tax notices to all property owners in August, using proposed tax rates adopted by all taxing authorities in Miami-Dade County. Therefore, the millage rate of 4.3000 set at the July 7th City Commission meeting will be used in the notice and will be the millage rate used to calculate South Miami property taxes unless changed by the City Commission prior to its final budget meeting in September.



OTHER REVENUES

Due to COVID-19, the City is expecting a significant reduction in retail and commercial businesses hence reducing the revenue amount collected for New and Renewals of Local Business Taxes, Parking, and almost every other revenue line-item (Judgments and Fines, burglar alarms, and solid waste franchises).

SPECIAL REVENUE FUNDS

The Special Revenue Fund budget reflects the restricted monies collected by the City for certain fees and various local option gas taxes received from the State of Florida that must be used for prescribed purposes.

CAPITAL PROJECTS FUND

This fund reflects the major Capital Improvement Projects (CIP). Funds from various sources are aligned with the specific projects found in the CIP. The CIP is for projects involving expenditures expected to endure longer than one year, and over a specified cost threshold to filter out normal operating expenses.

CARRYOVER AND RESERVES

Carryover is the balance of estimated unreserved fund balance remaining at year-end that is carried forward into the new fiscal year and available for appropriation by the Commission. From an accounting point of view, carryover is a balance sheet item and is not included in a typical profit and loss statement. In governmental budgets, carryover is included as part of the budget. Having sufficient cash carryover is critical to a municipality because it provides the necessary cash flow before property taxes are collected and received beginning in November of each year.

EMERGENCY RESERVE FUNDS

The Government Finance Officers Association (GFOA) issued a Case Study, providing a general recommended fund balance for two specific categories; Budget Uncertainty Reserve and Emergency Reserve. Within the Case Study, GFOA recommends a General Fund Reserve of approximately 25%; 12.5% for each of the two specific classifications mentioned above.

When the City's Comprehensive Financial Report was issued for FY 1994-95, the Auditors recommended the creation of a Contingency Reserves Fund to be initially funded from the cash carryover balance in the General Fund. On July 29, 2008, the City of South Miami established Article V Section 2-47 entitled "Emergency Reserve Fund" under City Code of Ordinances 23-08-1958 as part of a Cash Management Policy requiring the City to maintain Emergency Reserves Funds no less than 10% of the operating budget. However, prior to FY 2012, when approximately \$1.75 million was set aside, the City did not have an actual fund established or



funded. In 2014, the City Commission responded and created and funded the first true Emergency Fund of 10% of the operating budget and therefore the Emergency Reserve Fund went from \$1.7 million to \$4.4 million in FY 2014 -2015.

This year, the City believes it is even more important to properly fund the Emergency Reserve, especially because many are predicting the upcoming years are going to be extremely economically challenging. The City hopes to continue maintaining the GFOA's recommended 25% of the City's annual budget amount and exceed it, for a total of \$6,026,861.

The Emergency Reserve Funds along with the City's unreserved, unassigned fund balance represents a healthy, reserve level for a City our size, but due to the potential or damaging storms and negative economic outlook, it would be wise to continue to increase these balances.

CHANGES IN THE CITY WORKFORCE AND TOTAL PAYROLL

In the proposed fiscal year budget, the City provides a "Position by Department" schedule as part of the budget document. The section provides a detailed breakdown of the positions by Department and the number of full-time and part-time positions within the City. The City eliminated approximately 10% of the previously funded positions across several Departments including Personnel, Planning, Public Works, Parks, Police and Finance, among others. Each Department carefully considered the positions that could be eliminated while still maintaining the efficient level of service provided by the City.

Effective October 1, 2016, and each year thereafter, eligible employees shall receive a cost of living adjustment (COLA), based on the Consumer Price Index - All Urban Consumers 12-Month Percent Change for the Miami-Ft. Lauderdale FL area (CPI) which shall have the effect of increasing the pay for each employee, unless the CPI is zero or is negative, which shall then have no decreasing effect on the employee's pay. The COLA increase salary adjustments shall not exceed 3 percent in any year. In FY 20-21, employees, other than Police Officers and Sergeants, are eligible to receive the COLA on October 1st. Pursuant to the City's Collective Bargaining Agreement with the Fraternal Order of Police, Officers and Sergeants are eligible to receive a 3.5% merit increase on their anniversary. The Consumer Price Index- All Urban Consumers 12-Month Percent Change for the Miami-Ft. Lauderdale FL area, applicable to this current year is:

(Annual CPI 2019) October 1, 2020 – September 30, 2021 = 1.8%.

Furthermore, in this fiscal year's proposed budget, the City will begin funding expenses of multiple employees, which had previously been funded through the City's South Miami Community Redevelopment Agency (SMCRA). This results in approximately \$256,681 that the City will begin funding for in its budget, which was previously funded in the CRA budget. The SMCRA is no longer able to continue to fund these necessary positions on a recurring basis due to its no longer existing. The department/divisions that are immediately affected are:



- The Police Department will be funding 100% of two police officers. The SMCRA previously funded the two full-time police officers.
- The Parks and Recreation Department will be funding 100% of the Community Outreach position which was previously funded by the SMCRA.

It is important to note the positions mentioned above are not new positions but exist currently as part of the City Administration, and amount to an estimated \$256,681, which is reflected in this budget due to the SMCRA's sunseting.

SUMMARY OF FINANCIAL ISSUES AHEAD

As mentioned above, COVID-19 continues to be a concern and we believe will be an ongoing concern for a longtime to come. The effects COVID-19 will have on the overall economy are still unpredictable. Until the cases of COVID-19 begin to diminish and lives begin establishing a “New Normal” it is going to be difficult to plan with some sense of certainty.

The City Administration currently forecasts for FY 20-21, as of July 14, 2020, a 1% overall revenue reduction from the adopted FY 19-20 forecasted revenues, providing a monetary loss of an estimated \$194,812. The overall revenue for FY 20-21 forecast takes into account numerous estimated losses, parking revenue being the single largest at 21%, and being offset by certain revenue increases, including the increase in ad valorem revenue.

Because of the above, the City of South Miami Administration focused on reducing fiscal year 2020-2021 operational expenses in an effort to meet the reduction of the forecasted revenues for FY 2020-2021, without increasing the millage rate and/or eliminating or reducing the current level of service provided to the City of South Miami residents. The City eliminated approximately 10% of the previously funded positions across several Departments including Personnel, Planning, Public Works, Parks, Police and Finance, among others. Each Department carefully considered the positions that could be eliminated while still maintaining the efficient level of service provided by the City to assist with the City's budget.

CONCLUSION

Despite the challenges, we encountered in balancing the needs for services against the desire of property owners to keep the same rate of tax, we continued to maintain basic levels of reserves for our various critical financial responsibilities.

These are volatile times that require careful and clear leadership and extraordinary courage. We thank the Mayor and City Commission for having those qualities, as we believe they have been reflected in this proposed budget. It is essential to continue building our reserve accounts for the uncertain future. As always, your staff will endeavor to continue to provide the levels of services



our community is entitled to, despite even more limited resources available for this purpose. We are grateful for your continued contributions to the budget development process. The confidence you hold in your staff makes it possible for us to provide the results our community deserves and expects. By working together, we have once again been able to craft a budget that addresses the priorities you have created for our community.

CLOSING

I wish to thank the entire City staff for their professionalism and dedication. I also wish to thank the Mayor, Vice Mayor, and Commissioners for providing direction on a preferred future for the City of South Miami. Finally, I would like to thank the excellent Budget and Finance Committee for the time, which they have volunteered to help evaluate FY 2020-21 proposed budget, and their valuable input, which has been reflected in this budget.

Sincerely,

Shari Kamali
City Manager



FY 2019-20 CITYWIDE ACCOMPLISHMENTS

This year we offer a list of accomplishments by the City Administration and the Commission as follows:

POLICE DEPARTMENT. PARTENERSHIPS WITH THE COMMUNITY PROVIDE TRUST.

The Police Department has continued to develop and participate in community outreach programs. These programs are developed to foster trust and form a personal bond with our community, citizens and business owners. We believe that direct relationship has helped in creating a reduction in crime rates and has created a foundation and bond with the community that is seldom seen in other communities as diverse as ours. The Police Department continues its commitment to 21st Century Policing concepts which focus on community relationships, transparency, and a cooperation with the community it serves.



Since 2013 crime has shown a downward trend in the City of South Miami and that trend continues with current estimated numbers and forecasts.

Cops and Students Talking (CAST) program will resume this summer. This program is led by Police Officers to provide interaction between Officers and students in the summer program.



The PAL program began its football program within the South Miami Grey Ghost football system. The program is also initiating a baseball and softball program. All funding for this program was provided by the Federal Forfeiture fund, which gains assets from criminals in which our Officers participate in the apprehension and securing of illegal goods & cash. Therefore, the PAL program directly benefits the South Miami community without direct expenditure of the taxpayers' funds.

The Department updated its agreement with Axon International which provides the Department with the latest in less than lethal tools as well as the latest in body cam technology. The Departments new Axon Body 3 cameras include shot spotter and electronic control device integration for greater accountability.

The transition towards an improved fleet for Patrol personnel continues to move forward. The Police Department received its first order of hybrid police vehicles and has placed its second order for a further 7 hybrid patrol vehicles which will lead to further fuel savings.

Police Department leadership members have attended several advanced executive trainings like Command Officer Development Course, Senior Officer Course and Police Executive training. This training provides education in current Police management skills. We believe our Police can always benefit from training and refresher courses.



The Department conducted active shooter training and practice situations at area schools, area hospitals, businesses, and City properties. This training program ensures that our Police are fully aware of situations that may occur at a moment's notice in areas and facilities that are not typical training locations. The Department continued to utilize online training systems to provide the latest in emerging trends. It is anticipated that by the end of the FY 2020 Fiscal budget all patrol officers will have completed Crisis Intervention Training (CIT) which provides officers with the tools needed to assist people in distress.

Additionally, the Department continued the COMPSTAT program, which is designed to maintain accountability of personnel management and crime trends by tracking essential data from the Police Department.

FINANCE DEPARTMENT ACCOMPLISHMENTS

Continued to produce and post online before every second regular Commission meeting of the month the City's monthly finance report for the previous month. The Monthly financial reports are critical to keeping control and analyzing on a continuous basis the City's financial position.

Assisted the City Manager in the preparation of a balanced FY 2020 Annual Operating and Capital Budget, a massive work effort on which we have won Government Finance Officers Association (GFOA) prestigious awards for over the last 9 years.

Continued to produce the Comprehensive Annual Financial Report (CAFR) with auditors issuing no findings, on which we have won Government Finance Officers Association (GFOA) prestigious awards for over the last 9 years.

Produced and posted online the Popular Annual Financial Report (PAFR). The PAFR's main purpose is to provide non-financial readers the opportunity to understand and be a part of the City's finances, on which we have won Government Finance Officers Association (GFOA) prestigious awards for over the last 9 years.

INFORMATION TECHNOLOGY DIVISION (ITD) ACCOMPLISHMENTS

The Information Technology Division has been diligently working on establishing the City SharePoint site to allow employees to access all of the City's files from anywhere where there is an internet connection. The COVID-19 pandemic has created a new urgency related to remote access to City files. Furthermore, ITD has been focusing on separating the Police Department from the City's domain, in an effort to maintain FDLE compliance.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

City of South Miami

Florida

For the Fiscal Year Beginning

October 1, 2019

Christopher P. Morill
Executive Director



PROCUREMENT DIVISION ACCOMPLISHMENTS

Purchased an electric vehicle charging station for City Hall. The charging station, a dual port device that can charge two vehicles at the same time, was installed behind the Police station parallel to South Dixie Highway. The charging station will support the City's fleet of fully electric vehicles; four in total.

Assisted in the City's efforts to secure Florida Department of Transportation's (FDOT) agency certification. FDOT granted the City certification in January 2020 which will enable the City to apply for future projects funded by FDOT grants.

Collaborated with Public Works to develop a scope of services for an upcoming solicitation for the purchase and installation of a solar panel system for the Public Works administration building and the Murray Park Aquatic Center. The scope was developed, including but not limited to the following activities; a review of other government solicitations for similar services, research of existing solar panel systems and technology and consultations with the City's contractors that comprise the vendor base for the Professional Services Continuing Contract. The solicitation was completed in 2020.

Successfully issued and completed 20 competitive Bids for goods and services, Requests for Proposals (RFP's) and Quotes without incurring a single bid protest. In addition, issued 210 Purchase Orders in support of required goods and/or services for City operations.

Procurement continues to promote the "Notify Me" feature appearing on the City's website. This feature sends email alerts to subscribers when formal solicitations are posted on the City's website. In addition to the City's website, formal solicitations are posted on Demand Star, a subscriber service that connects business and government. The intention is to provide high quality services to City Departments and maximum benefits to the taxpayers of the City by ensuring maximum participation to the City's formal solicitations.

PERSONNEL DIVISION

The Personnel Division continues to attract quality applicants through the City's employment portal and position advertisements on the Governmentjobs.com website.

Although the COVID-19 pandemic resulted in the cancellation of the City's annual Wellness Fair, the Personnel Division continued to provide several wellness initiatives and competitions aimed at engaging employees and motivating them to monitor and improve both their physical and mental health. The Personnel Division also created Return-to-Work guidelines in compliance with CDC, OSHA, State, and Local health and safety guidelines to ensure the safety of both employees and residents alike. Overall employee health ultimately leads to lowered health insurance premiums. The City of South Miami, through the Personnel Division, will continue to create



Wellness initiatives to instill a healthier lifestyle for employees and their families.

The Personnel Division creates and distributes a monthly employee newsletter containing upcoming events, employee spotlights, departmental accomplishments, and important announcements. The Personnel Division also updated the Employee Policies and Procedures Manual and continues to review and update the Manual as needed by state and federal mandates. The Personnel Division, in conjunction with the City Manager's Office, coordinated City-wide COVID-19 antibody as well as PCR (nasal swab) testing for all employees.

PUBLIC WORKS AND ENGINEERING DEPARTMENT ACCOMPLISHMENTS

BUILDING MAINTENANCE

Parks Facilities Improvements included:

Installed 12 new retro-fixed LED lamps on the second floor of the Community Center.



Painted the interior walls and doors on the second floor at the Community Center.

Installed an electrical panel for new water pump at Dante Fascell Park.



Installed new wood and made repairs to stair-way to the Gazebo at Jean Willis Park.

Installed a new air conditioner at the Mobley building.

Installed acrylic glass shield for Covid-19 protection at the Community Center and Dante Fascell Park.

Painted the interior walls and doors on the second floor at the Community Center & City Hall.

City Hall and Police Department Improvements included:

Installation of two new air conditioners in the Police Department and City Hall Chambers.

Installed 12 LED exterior lamps at the City Hall and Police Department.

Installed acrylic glass shield for Covid-19 protection at the Finance Office and Sylva Martin Building.

Downtown Improvements included:

Completed electrical repairs of all the GFI outlets in the Downtown Area for the Downtown tree aesthetic lighting project. Staff continues to monitor the outlets due to weather, vandalism and other electrical issues which may trigger them to shut off and need to be repaired.



Installed the Wi-Fi connection on roof top of City parking garage.

Completed the installation of the holiday tree lighting and decorations around Downtown South Miami and City Hall.

SOLID WASTE

Maintained great service to residents, our staff have been cross trained in the use of a Garbage Truck, Crane, and Sweeper to serve as back up and assist during an emergency or natural disaster.

Continued repairing trash holes twice per week as part of pre-maintenance activities.

Filled in trash holes using recycled asphalt pavement (RAP), which prolongs the fill in frequency and has a better appearance in front of properties.

Completed tree pruning projects throughout the City. This was done as a response to residents’ concerns, to address safety issues and preparation for the storm season.



Since the implementation of the Automated Garbage Truck system, the bins have had a lot of wear and tear. The Solid Waste Division has replaced over 200 residential garbage bins this Fiscal Year.

STREETS AND LANDSCAPING

Street Accomplishments:

Completed inspection of the City’s Storm Water System as required by the NPDES Storm Water Permit.

Coordinated and assisted our storm drain cleaning company with the cleaning of storm water drains and pipes as result of inspections.

Completed tree pruning throughout the City.





Removed existing landscaping and replaced with new landscaping and trees.

Installation of parking bumpers in City parking lot.

Cleaning of inlets using Sweeper/Vac Truck.

Maintained sidewalks throughout the City to remove trip hazards, and harmonizing sidewalks with existing swale elevations.

Downtown Beautification Project – In an effort to beautify the City’s Downtown area the following tasks were completed:

Trimmed all trees in the Downtown Area for visibility of Downtown lighting system.

Re-stripping of faded parking spaces throughout the area.

Installed new concrete garbage and recycling containers.

Assisted with the installation of the Downtown lighting system and perform monthly inspections.



Continued with our established program to maintain downtown South Miami and other areas by pressure cleaning to remove graffiti and gum.

Installed pedestrian cross walk signs throughout our Downtown crosswalk areas and Sunset Drive.

Installed Holiday banners and Holiday sound system to play Holiday music throughout the Downtown area.

Installed new Holiday decorations in CRA area.

Applied mosquito dunks to drains throughout the City.

Citywide Beautification Project – In an effort to beautify the City of South Miami the following tasks were completed:

Installed pedestrian crosswalk signs at crosswalk areas.

Assisted with installation of the Colombian Art Sculptures at Dante Fascell Park and lighting project.

Installed replacement planting in as needed areas on US-1.



Beautification of City Parks - Assisted on beautification of Fuchs Park, Dante Fascell Park, and Jean Willis Park. The following tasks were completed:

Installed new plant material around new art sculptures located at Dante Fascell Park.

Installed new sod and dirt on Palmer Park.

Trimmed trees and removed debris from Dante Fascell Park.

Installed sod and dirt on Jean Willis Park.

MOTOR POOL DIVISION

Motor Pool staff attended several repair and maintenance trainings concerning the City's fleet.

Evaluated fleet inventory and performed preventive maintenance to ensure that vehicles are operating at maximum capacity.

Continued with removal of truck tire cylinders as opposed to contracting it out.

Upgraded the Motor Pool with the purchase of new tools and equipment. This enabled staff to effectively and efficiently make necessary repairs to vehicles and heavy equipment in house.



Performed additional repairs on Heavy Duty trucks not previously repaired by the Motor Pool (such as: A/C, transmissions, brakes, engine removals and front-end repairs).

Maintained procedure/schedule for police oil changes.

Maintained scheduled maintenance for Park vans.

Implemented Preventative Maintenance Program to prevent oil and hydro leaks from trucks in the streets throughout the City.

ENGINEERING AND CONSTRUCTION DIVISION

NPDES Permit: To ensure proper protection of our surface waters from inappropriate storm water discharge staff compiled information necessary for and completed and submitted the National Pollutant Discharge System (NPDES) Municipal Separate Storm Sewer System (MS4) Report to Florida Department of Environmental Protection.



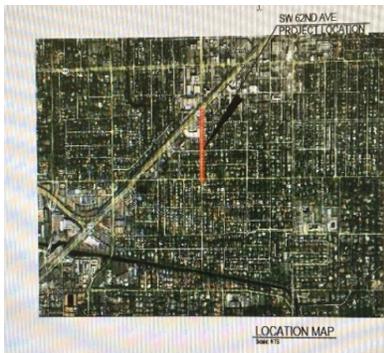
Stormwater Drain Cleaning: Continued to provide cleaning and maintenance services for stormwater drainage inlets and systems throughout the City with truck mounted vacuum units. This service provides quality assurance of the drainage structures throughout the City and prevents flooding by maintaining the catch basin or drain cover free of debris, thus able to absorb the maximum capacity of stormwater from a storm event.



Grants: Coordinated with the City Manager's office and provided technical support for the application of several grants.

Traffic Calming Studies: Executed an amendment with Miami-Dade County to the Interlocal Traffic Agreement to reduce the thresholds as a result of traffic studies. Traffic calming devices will be implemented pending approval of local residents. A survey was submitted to the neighborhoods of Cocoplum and Pinecrest for implementation of traffic calming devices.

Citywide Comprehensive Traffic Study: A consultant was hired to evaluate Citywide traffic concerns from residents on speeding and cut through traffic in City neighborhoods. The study will develop data and propose concepts whose major goals are to improve the City's resident quality of life and negative impacts of motor vehicles. The Citywide process will also enable the public involvement and study recommendations will be assembled in a written report identifying the City traffic circulation issues and the alternatives which can minimize the impacts.



SW 62nd Ave Pedestrian & Bicyclist Mobility Enhancement Project (LAP): Completed the design and construction drawings and obtained permit approval for the project. This project consists of design and construction of on-road and off-road trail facilities for pedestrian, bicyclists and other non-motorized forms of transportation including sidewalks, bicycle infrastructure, curb and gutter, and a new drainage system. Construction is scheduled to commence in FY20. This project received Transportation Alternative Program (TAP) Grant through the FDOT / Miami-Dade Metropolitan Planning Organization.

Road Pavement Reduction at SW 69th St & 63rd Ct and SW 69th St & 63rd Ave: Completed the design and construction drawings and obtained permit approval to install a new roundabout at the intersection of SW 69th St and 63rd Ave and reduce the amount of pavement at the radii of SW 63rd St and SW 63rd Ct to reduce the speed of vehicles making high speed turns. Construction is scheduled to commence in FY 20.





SW 64th St Bike Lanes: Completed the design and construction drawings and obtained permit approval and an interlocal agreement for the SW 64th St Bike Lane Project, a Miami Dade County CDBG/ PHCD grant funded project. The project includes buffered bike lanes, landscaping, signage, pavement marking and resurfacing along SW 64th St between SW 57th and 62nd Ave. This project is part of a continuing effort to enhance the transportation system and mobility choices for the residents and visitors to the City of South Miami as identified in the South Miami Intermodal Transportation Plan (SMITP). The SMITP was completed in early 2015, with a focus on pedestrian safety and mobility.

Citywide Bikeway Greenway Sharrows: Completed the design and construction drawings and obtained permit approval and an interlocal agreement for the project scope to install pavement marking symbols to alert motorists to the expected lateral placement of bicyclist within the shared lane and encourage safer passing behaviors. Construction is scheduled to commence in FY 20. This project is part of a continuing effort to enhance the transportation system and mobility choices for the residents and visitors to the City of South Miami as identified in the South Miami Intermodal Transportation Plan (SMITP).



Sunset Drive Landscape Improvements from US-1 to SW 57th Ave: A Consultant was hired to develop a design and prepare necessary construction drawings to provide shade trees and improve the landscape within the limits of the project as well as provide minor traffic operational improvements. The project was halted in an effort to implement a complete street design. A truck and parking study was completed but the businesses did not approve the parking study. The design is moving forward without the parking and truck modifications.

Sunset Drive Road Modifications west of 61st Ct & Landscape from US-1 to 69th Ave: Completed the design and construction drawings and obtained permit approval to provide roadway improvements in the alignment west of SW 61st Court and improve the landscape within the limits of the project. Construction is scheduled to commence in FY20.





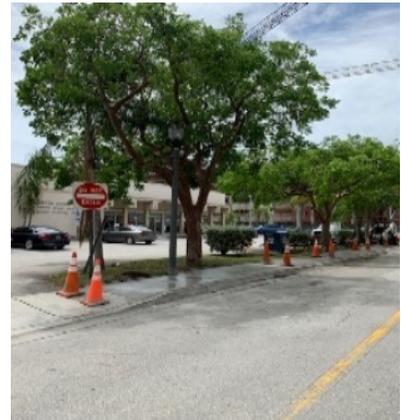
Citywide Directional Street signs replacement: The installation of the new street signs is completed where a City of South Miami street intersect another City of South Miami Street and where a City of South Miami Street intersect a Miami-Dade County or State roadways. As a result of this project there is a much clearer indication of street names and identification or branding effect for the City, as the signs include the new City logo. Work is on-going to upkeep and replace damage signs throughout the City.



City Gateway Monument Welcome Sign: The City of South Miami Gateway Monument Welcome Sign was completed at Fuchs Park on US-1. The City is evaluating the installation at Dante Fascell Park, located on Red Road as well as smaller entry signs to be implemented at various other City entry sites.

Sidewalk Repairs: An extensive inspection of sidewalks was conducted to identify cracks or broken sidewalks. Repairs were completed to remove tripping hazards along most of the sidewalks throughout the City.

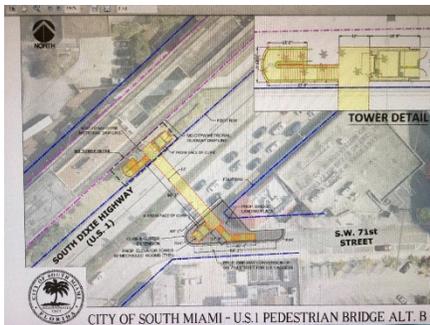
Water and Sanitary Sewer Master Plan: The City completed the design and permitting of priority project for Sub-Area K and issued a work order to a Consultant for the water main extensions and installation of new water meter services as recommended in the City of South Miami Sanitary Sewer Master Plan completed in 2016. The Sanitary Sewer Master Plan identifies areas within the City that are currently not serviced by a public sanitary sewer system, provides information on existing sewer systems, and includes a layout of the proposed improved systems. The Sanitary Sewer Master Plan also establishes a priority for projects by location, the cost of recommended projects, and estimated costs. Construction is dependent on budget allocation.



Road Resurfacing and Reconstruction: Pursuant to the Citywide Road Resurfacing Master plan, these projects are based on an annual analysis performed by the City.

Road resurfacing was performed at the following locations:

- SW 73 ST (57 CT to 58 AVE)
- SW 61 AVE (59 ST to 60 TR)
- SW 58 AVE (87 ST to 5800)
- SW 87 ST (59 AVE to 60 AVE)
- SW 84 ST (60 AVE to 62 AVE)
- SW 84 ST (57 AVE to 59 AVE)
- SW 59 AVE (83 ST to 84 ST)
- SW 58 AVE (84 ST to 85 ST)
- SW 60 AVE (81 ST to 82 ST)
- SW 58 CT (78 ST to 80 ST)



Pedestrian Bridge Study Over US-1 between SW 57th Avenue and SW 72nd St:

A Feasibility study was completed and after several meetings with Miami-Dade County Department of Transportation and Public Works (MDC-DTPW) Transit Division and the Florida Department of Transportation District 6 it was concluded the preferred alternative based primarily upon the findings of the pedestrian study is located at the intersection of US-1 and SW 71st St. A grant application was submitted to FDOT and conceptual design is on-going. This Project will achieve a safe, elevated route for non-drivers to travel

between the Northwest and Southeast sides of US-1, thus providing greater connectivity and promoting pedestrian safety.

Art in the Park: As part of a sister program with Medellin, Colombia, the City completed the design and installation of three (3) sculptures at Dante Fascell Park. Art in Public places addresses important goals such as acquiring and exhibiting new public artworks in the City of South Miami. LED Up-lighting is under construction and is on schedule for installation in FY20.



Solar Panels for City Facilities: The City is soliciting for a Design-Build firm to provide turnkey services for the design, permitting, supply and installation of rooftop grid-tied photovoltaic systems and related materials at the Public Works Administration building and to the Murray Park Aquatic Center by a licensed solar installer for commercial properties.

Marshall Williamson Park Perimeter Sidewalk Replacement: Completed the construction of the sidewalk replacement on the perimeter of Marshall Williamson Park as part of a federal grant, Community Development Block Grant (CDBG) through Miami-Dade County. The scope consisted of replacing the sidewalk flags damaged by visible cracks or lifting due to tree roots thus providing safety to the pedestrian traffic.



Manor Lane New Sidewalk Installation Project: The feasibility study for implementing sidewalks along Manor Lane between 6330 Manor Lane to SW 66th Ave and SW 80th St was completed, and a survey was sent to the residents. Options were discussed with City Commission and resident and the proposals were rejected from a survey that was mailed to the residents.

PARKS AND RECREATION DEPARTMENT ACCOMPLISHMENTS

PARKS CAPITAL IMPROVEMENT PROJECTS

The Parks and Recreation Department (“P&R Dept.”) replaced the existing engineer wood fiber mulch with new poured-in-place rubber safety surfacing under and around the preschool and grade school playground structures at Dante Fascell Park, Fuchs Park, Murray Park and Palmer Park. The rubber surface is not only attractive and functional, but also features eco-friendly attributes and long-term, economical savings for the City. Accessible pathways were also installed to and from each playground.



In addition, the Parks and Recreation Department completed construction of interior renovations for four (4) restrooms, one (1) kitchen service area, installed two (2) new bleachers, and four (4) new water fountains throughout the Gibson-Bethel Community Center; commenced planning and community input session for Ludlam Glades Park, and completed multiple contract construction plans, permitting, and public solicitations for upcoming improvement projects such as new outdoor LED tennis lighting at Dante Fascell Park and a new perimeter asphalt pathway and ADA enhancements at Fuchs Park.





RECREATION PROGRAMS & ACTIVITIES

Aquatics

Entered into a multi-year agreement with iSwim Academy to offer group learn to swim classes, private swim lessons, and a beginner and advanced recreation swim team. Classes were offered at various times throughout the summer and fall seasons. In addition to swim lessons, certified and experienced fitness instructors taught Aqua Fitness class two (2) days a week beginning in July.

Since 2017, the department has been a partner with the USA Swimming Foundation Make a Splash Program. The USA Swimming Foundation's Make a Splash initiative is saving children's lives through swim lessons. Through Make a Splash, the USA Swimming Foundation partners with learn-to-swim providers, community-based water safety advocates, and national organizations to provide swimming lessons and educate children and their families on the importance of learning how to swim.

In partnership with the Parks and Recreation Department, the South Miami Children Clinic received a \$10,000 grant from the Heros in Healthcare program. The grant award will provide scholarships for low income families in South Miami for group swim lessons, water fitness classes as well as lifeguard training classes.

The Rotary Foundation of South Miami awarded the Department \$3,500 towards swim lesson scholarships to low income residents. Scholarship recipients received ten (10), thirty-minute lessons at the Murray Park Aquatic Center.

Youth Programs

The Afterschool Program maintained its Department of Children and Families (DCF) Childcare License. Program staff completed forty (40) hours of DCF required training while the program complied with all DCF rules and regulations for quality of care.

The Home Team, a multidimensional youth-support program, visits the Afterschool Program twice weekly. Program volunteers lead participants through activities focusing on science, technology, engineering and mathematics (STEM). Volunteers strive to maintain an inclusive and affirming environment that is fun for all.

The Home Team volunteers also facilitate a weekly Anti-Bullying program. The program provides guidance and instruction for youth that suffer from bullying and anger management with a focus on discipline, leadership, social skills and overall health.



South Miami United F.C. (SMUFC) facilitated “Kick-It” clinics for After school program participants. Youth participated in sport specific drills to enhance their soccer skills, physical fitness and ability to work as part of a team.

Approximately fifteen (15) children participated in Bozo Brothers Book Club, a weekly book club for 2nd through 4th graders. Participants read one book per month together, in the months of January through March, and focus on improving comprehension and fluency skills.

ARTSOUTH, a South Miami based non-profit dedicated to providing arts education and outreach in under-served communities, provided instructors to teach visual art and dance classes as part of the Summer Camp and Afterschool Program. These activities offer participants an opportunity for creative expression and to participate in an end of season performance and/or exhibit.

In an effort to supplement the breakfast and lunch meals provided Miami-Dade County schools during the COVID-19 pandemic, the Dept. prepared and distributed weekend snack bags with nutritional snacks for the weekend (i.e. cheese stick, whole wheat crackers, granola bar, apple). One-hundred and seventy-six (176) snack bags were distributed to low income families over a four-week period.

Offered a recreational and educational Summer Camp for forty-five (45) youth in Kindergarten through 6th grade. Followed recommended guidelines from the Center for Disease Control and Prevention (CDC), American Camp Association (ACA), National Recreation and Parks Association (NRPA), and Florida Recreation and Parks Association (FRPA).



Silver Sneakers

Continued offering Silver Sneaker fitness center memberships, complimenting the already existing fitness classes at the Gibson-Bethel Community Center. Chair aerobics and strength and balance classes are offered two (2) days a week at 11 AM. Silvers Sneakers classes promote health and wellness and are free for Silver Sneakers members.

Virtual Fitness Class

Offered 30-minute workouts on Facebook Live on Tuesday and Thursdays at 5:30 PM for the months of April, May and June. Classes could be done at home and targeted upper and lower muscle groups to get a complete workout.





STEM Program

Offered free STEM (Science, Technology, Engineering and Mathematics) Wonder Workshops once a month in-person at the Gibson-Bethel Community Center and also online through Zoom. These workshops were open to children ages five to fourteen and focused on different disciplines of engineering.

Movie in the Park

Produced six (6) Movie in the Park events at Dante Fascell Park which allowed hundreds of families to enjoy free popcorn and spend time with family and friends in our beautiful parks.

Youth Sports

In addition to youth soccer, football and cheerleading, the Dept. doubled participation for youth basketball program. Youth participated in 2 weekly practices, weekly games and an end of season tournament and banquet.

Senior Center

In cooperation with Miami-Dade County, the Dept. delivered two-hundred meals each Monday throughout the COVID-19 Pandemic to senior citizens who reside in South Miami. Meal deliveries included enough food for a week and included prepared meals, canned goods and fresh fruits and vegetables.



Tennis

Successfully managed tennis court reservations, private lessons, league play, adult clinics and youth programs and camps at Dante Fascell Park, Marshall Williamson Park and Brewer Park. Tennis operations and payments were managed through a cloud-based software, PlaybyCourt, LLC., meant to simplify the customer experience.

SPECIAL EVENTS

Dunkin for Pumpkins – October 18, 2019

The fifth annual Dunkin for Pumpkins event was a huge success. This was the highest attended aquatics event since the pool's inception. The pool was filled with over two hundred (200) pumpkins, three decorating stations, and spooky music. University of Miami (UM) student athletes





helped kids and families at the decorating tables and staff was on hand to answer questions and converse with guests. The participants also got to enjoy a sweet treat from Jeremiah's Italian Ice as they cooled down from the hot Miami sun.

Safe Streets Halloween – October 31, 2019

Thousands of witches, superheroes, ghouls and goblins of all ages descended onto Sunset Drive for a safe night of trick n treating with family and friends. Event vendors included but not limited to the City's Parks, Police and Public Works Department, Miami Kids Magazine, Team Footworks, CVS, First National Bank of South Miami, South Miami Hospital, Splitsville, PBS Kids and many other downtown South Miami businesses. The event was filled with happy little monsters, inflatables, rock climbing, pumpkin decorating stations, face painting, candy, spooky haunted house, music and costume contest!



State of the City – November 12, 2019

Mayor Philip Stoddard, Ph.D., delivered his final 2019 State of the City Address at the South Miami Hospital, Victor E. Clark Center. Food, refreshments and giveaway items were provided at the event and all attendees got to enjoy music from the South Miami Middle School Jazz Band. Many generous businesses including the South Miami Hospital, First National Bank of South Miami, and SRS Engineering helped make this a successful event.



Turkey Drive – November 22, 2019

In collaboration with Interval International, Somerset Academy, Girl Scout Troop #252 and South Miami Hospital, the Parks and Recreation Department held its annual Turkey Giveaway. Together over three hundred (300) families received all the items needed to enjoy a full Thanksgiving meal.

Santa's Parade of the Elves – December 1, 2019

Over 80 groups/organizations and dozens of Santa's helpers marched down Sunset Drive as we welcomed Santa to South Miami. Thousands of families lined the streets to enjoy this South Miami tradition. After the parade a large pile of "snow" was provided for all participants to delight in from the hot Miami sun.



Toy Giveaway – December 18, 2019

In partnership with Interval International, the City of South Miami distributed approximately 300 toys to local South Miami youth. Those who came out to the event enjoyed face-painting, arts and crafts, free food and a special visit from Santa Claus.



Sculpture Garden Unveiling – January 26, 2020

The City of South Miami unveiled three (3) sculptures as part of its new Colombian Sculpture Garden. The sculptures were donated by Artists Dr. Santiago Medina, Luis Jimenez, and Carlos Silva as part of the Sister City partnership between the City of South Miami and Medellin, Colombia. The opening event featured remarks by Mayor Stoddard, Commissioner Liebman, Pedro Agustin Valencia Laserna, Colombia’s General Central Consul, and the artists. The artists were presented with certificates of appreciation and Dr. Medina received the Key to the City from the Mayor.



Senior Games – February 20, 2020

The 5th annual Senior Games event was held at Dante Fascell Park and brought out approximately 250 seniors to enjoy activities that included a domino tournament, horseshoes, bean bag toss and tables tennis and more. Participants received complimentary fruit smoothies and lunch while vendors provided health related information and services.

Back to School Giveaway – August 2020

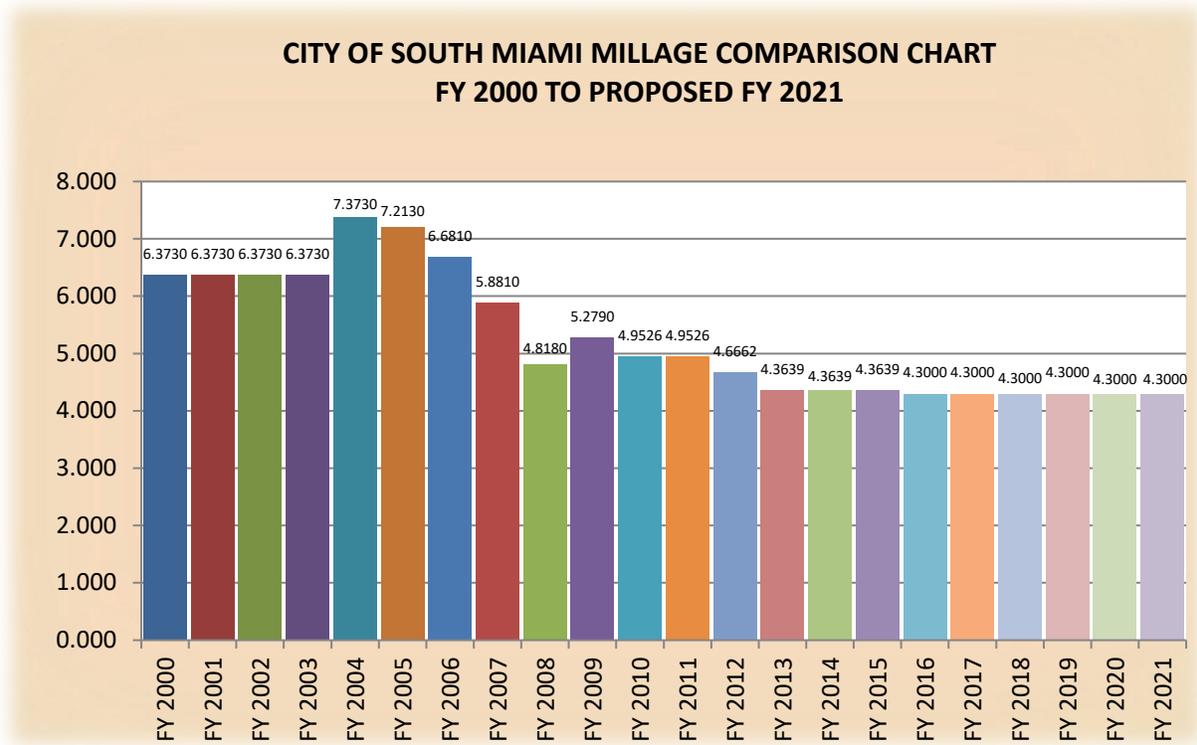
The annual backpack giveaway this year distributed backpacks and school supplies without contact, keeping our families safe. The giveaway operated as a drive-thru at the Gibson-Bethel Community Center, with over 250 students receiving bags and supplies for a successful school year. Parks and Recreation staff along with the South Miami Police Department assisted with traffic control, checking ID’s and placing the supplies in each participants trunk. 1 bag was distributed to each child in attendance for students in Pre-k through 12th grade.



GENERAL FUND BUDGET SUMMARY

GENERAL FUND EXPENDITURES

At the July 7, 2020, City Commission Meeting, the Commission adopted the ceiling rate of 4.3000 mills per \$1,000 of the taxable value, however at the Final Budget Hearing an official rate will be adopted. Below please find the historical data of the City’s millage for the past 10-years.



The **average taxable homestead residential value** in South Miami as of July 1, 2020, is \$285,325. At the TRIM advertised millage rate set at 4.3000 mills, the average property would be responsible for approximately \$1,227. This represents an increase of \$146 or approximately forty cents per day, when compared to last year. The City portion of an average tax bill for a South Miami residential property is approximately 21%.

During the budget development process, the City focused on Commission-established priorities, departmental goals, and citizen needs to determine which services should be funded and to what level. The goals and objectives for each Department are highlighted at the beginning of each respective section of the budget.



The information contained in this budget provides a level of financial detail for the Commission and the public in order to provide a clear vision and openness to the budgetary process. Please find a list of the specific expense items by Department and Division, taken together for FY 2020-21.

**CONSOLIDATED ITEMS DETAIL
BY DEPARTMENT FOR FY 2020-21**

DEPARTMENT	F/T 1210	P/T 1310	FICA 2110	HEALTH 2310	W/C 2410	FUEL 5230	PEN 2210	ICMA 2220	AUTO 4515
CITY COMMISSION	62,000	0	4,743	40,046	186	0	0	0	0
CITY CLERK	191,667	0	14,663	24,028	575	0	10,568	4,573	0
CITY MANAGER	418,272	0	31,998	38,428	1,255	500	48,194	0	500
FINANCE DEPART	421,635	0	32,255	40,046	1,265	1,500	26,989	5,960	3,084
PROCUREMENT	127,782	0	10,321	16,019	383	0	10,658	0	0
PERSONNEL DIV	61,323	0	4,691	8,009	184	0	0	4,293	0
BUILDING DEPART	191,713	179,331	28,385	24,028	6,170	1,204	0	13,420	767
PLANNING DEPART	291,077	0	22,267	32,037	873	108	22,995	0	477
CODE ENFORCE	260,504	0	19,929	32,037	10,778	2,058	20,517	0	3,500
PW OFFICE OF DIR	57,858	0	4,426	16,019	174	0	0	4,050	0
PW BLDG. MAINT.	104,809	0	8,400	16,019	5,428	0	8,643	0	0
PW SOLID WASTE	329,200	0	27,048	64,074	28,713	0	25,865	0	0
PW STREETS MAINT.	233,322	0	18,232	40,046	23,842	0	15,194	2,772	0
PW MOTOR POOL	150,560	0	11,824	24,028	5,354	150,000	12,163	0	50,000
PW ENG. & CONSTR	166,803	0	12,760	16,019	499	0	7,178	4,470	0
POLICE	4,157,100	0	342,631	472,531	120,059	133,383	435,295	21,792	74,557
PARKS & REC	420,504	0	32,169	48,056	18,923	9,378	32,433	0	8,357
PARKS - TENNIS	100,735	64,968	12,676	8,009	7,457	0	2,299	7,051	0
COMM CENTER	194,789	228,379	32,372	40,046	19,043	0	4,885	9,307	0
PARKS LAND MAINT	136,182	0	10,724	24,028	6,110	8,047	11,043	0	1,233
COMM POOL	0	52,540	4,019	0	778	0	0	0	0
TOTAL FY 2021	8,077,835	525,218	686,533	1,023,553	258,049	306,178	694,919	77,688	142,475
BUDGETED FY 2020	8,276,414	522,470	701,546	1,033,450	250,026	306,185	671,804	91,442	142,725



PROPERTY TAX INFORMATION

The Miami-Dade County Property Appraiser certified the Taxable Value within the City of South Miami at \$2,073,136,890. This valuation represents a 4.33% increase from the FY 2019-20 level of \$1,987,072,238. This is due primarily to the increase in value of properties. Below please find a detailed breakdown of the City's new taxable values by use type.

PROPERTY TYPE	2020 COUNT	2020 TAXABLE VALUE	2019 COUNT	2019 TAXABLE VALUE
SINGLE FAMILY	2,860	968,506,983	2,853	920,015,960
CONDOMINIUM	781	126,287,102	781	122,601,682
MULTI FAMILY	93	177,326,819	92	169,268,099
COMMERCIAL	641	632,603,259	641	624,969,158
INDUSTRIAL	27	14,838,265	27	12,460,049
AGRICULTURE	2	1,831,352	2	1,788,063
VACANT LAND	220	53,945,186	225	56,524,884
INSTITUTIONAL	35	9,082,736	35	9,340,645
GOVERNMENTAL	46	497,674	49	0
OTHER PROPERTIES	12	14,617,739	11	835,339
REAL ESTATE PARCELS	4,717	1,999,537,115	4,716	1,917,803,879
PERS PROP & CENT ASSD		73,599,775		69,268,359
ALL ASSESSED PROPERTY		2,073,136,890		1,987,072,238

Assuming a property owner has homestead exemption, the assessed value is limited from increasing to no more than the 3% legislatively created cap or the amount of increase in the consumer price index (CPI), whichever is lower. If a property owner does not have homestead exemption, the assessed value is limited from increasing to no more than 10% (the limitation does not apply to the value applicable for school taxes). The **Taxable Value** is the assessed value less any exemptions and/or classification.

This increase is attributable to continued signs of the economy stabilizing. The City experienced an overall assessed real property value increase of \$81,733,236 or 4.26%. This total is the actual assessed taxable value for 2020.

Tangible Personal Property (TPP) consists of all property that is not real estate (land, buildings and improvements). It includes furniture, fixtures, tools, computer equipment, machinery, office equipment, supplies, leasehold improvements, leased equipment, signage, and any other equipment used in a business. Furniture and fixtures used in a rental unit (condo, apt, house)



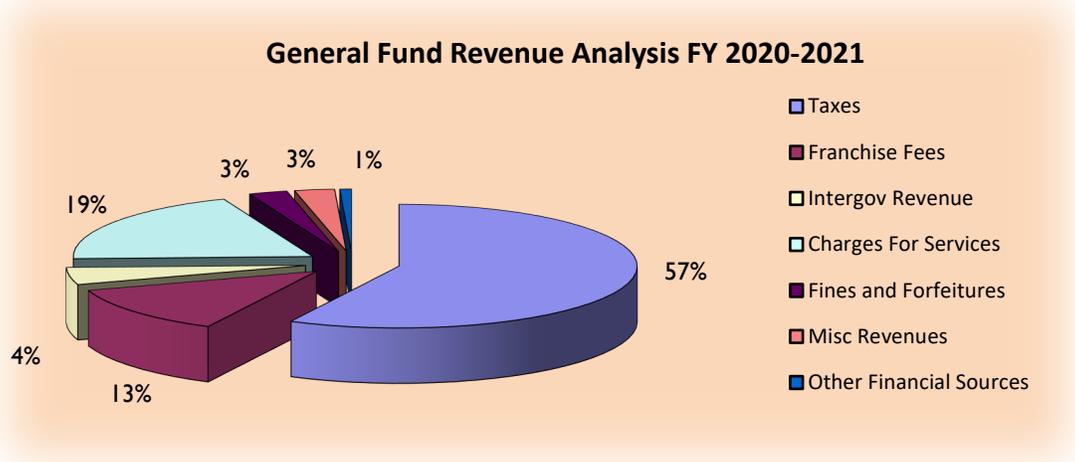
are also taxable in this category. Tangible personal property assessed values increased by \$4,331,416 or 6.25% when comparing the asset value of fiscal year 2020-2021 and fiscal year 2019-2020.

The increase in property valuations specifically from construction within the current 2020 year is \$14,879,823 which represents an increase from the previous year of \$10,997,785 or 35.3%.

The proposed millage rate of at least 4.3000 mills. This millage rate will allow the City to continue with regular necessary services, operations and on-going projects without an increase in tax rate.

CITY OF SOUTH MIAMI GENERAL FUND REVENUES

The City of South Miami’s estimated General Fund Revenues for FY 2020-2021, as provided in the proposed budget is \$19,179,896. In addition, the City’s General Fund has \$150,000 in transfer-in from other funds, in aggregate Fiscal Year 2020-2021 total revenue amount is \$19,329,896. A breakdown of the general makeup of the City’s General Fund Revenues is presented below.



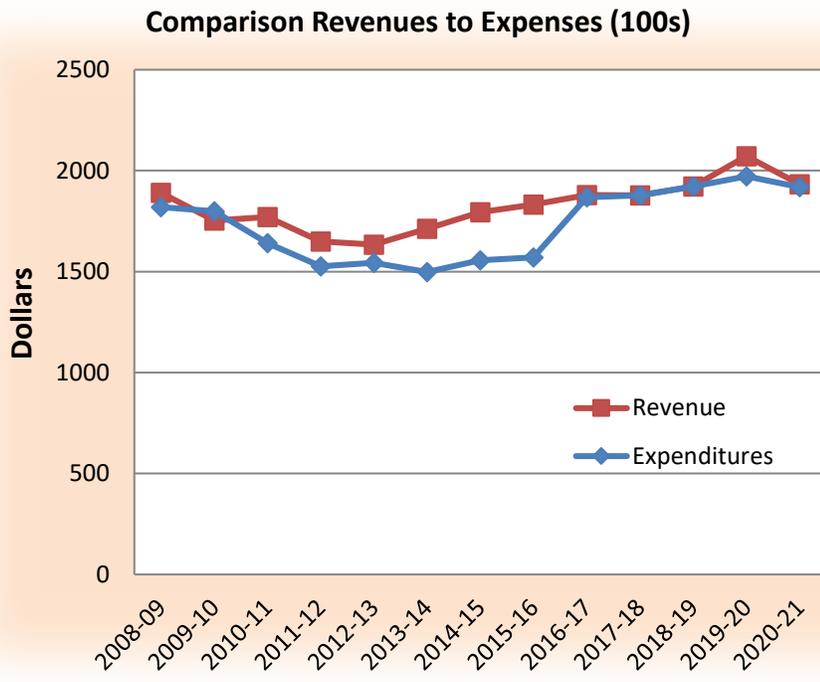


GENERAL FUND SUMMARY
FY 2020-2021

DEPT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 17/18	ACTUAL FY 18/19	BUDGET FY 19/20	ESTIMATE FY 19/20	ADOPTED FY 20/21
BEGINNING FUND BALANCE		7,888,222	6,404,946	6,802,140	6,802,140	4,419,849
	TAXES	9,733,355	10,162,929	10,372,297	10,382,682	11,136,460
	FRANCHISE FEES	1,903,357	1,760,737	2,175,882	2,325,562	2,394,500
	INTERGOV REVENUE	1,484,591	1,464,252	1,410,693	1,351,725	859,268
	CHARGES FOR SERVICES	4,197,731	4,157,848	4,316,706	3,285,006	3,766,878
	FINES AND FORFEITURES	567,338	513,984	657,381	477,502	502,000
	MISCELLANEOUS REVENUES	784,000	728,973	441,749	540,318	520,790
	TOTAL	18,670,372	18,788,723	19,374,708	18,362,795	19,179,896
OTHER FINANCIAL SOURCES		284,465	285,965	1,349,641	1,732,974	150,000
DEPARTMENTS						
1100	CITY COMMISSION	91,295	112,013	136,338	136,161	138,100
1200	CITY CLERK	455,619	347,336	488,314	487,494	456,883
1500	CITY ATTORNEY	312,353	299,543	471,639	337,318	382,310
1310	CITY MANAGER	659,017	732,100	923,790	863,540	915,947
1410	FINANCE DEPARTMENT	1,120,440	1,165,994	1,292,190	1,264,884	1,301,539
1340	INFORM. TECH. DIVISION	372,738	347,139	521,910	511,596	540,989
1320	PROCUREMENT DIVISION	233,058	235,860	256,700	251,916	258,182
1330	PERSONNEL DIVISION	594,486	720,381	744,869	665,636	661,340
1610	BUILDING DEPARTMENT	528,294	515,063	552,021	534,531	466,878
1620	PLANNING DEPARTMENT	548,499	538,578	573,977	537,299	507,069
1640	CODE ENFORCEMENT	337,663	339,778	383,336	367,129	391,008
1770	PW-OFFICE OF DIRECTOR	134,546	76,931	155,242	89,693	91,527
1710	PW-BLDG. MAINT.	411,496	369,799	499,391	488,441	507,129
1720	PW-SOLID WASTE	1,352,737	1,158,343	1,468,313	1,428,313	1,398,400
1730	PW-STREETS MAINT.	593,954	632,760	727,382	726,132	654,238
1760	PW-MOTOR POOL	499,136	501,084	595,670	543,670	585,959
1790	PW-ENG. & CONSTR.	184,958	187,013	220,105	215,105	224,289
1910	POLICE	5,885,584	6,159,350	7,069,174	6,782,374	7,072,308
2000	PARKS & RECREATION	640,821	692,708	738,864	646,427	820,752
2010	TENNIS	341,636	335,313	392,263	327,492	433,941
2020	COMMUNITY CENTER	581,397	612,312	674,398	622,670	640,480
1750	LANDSCAPE MAINT.	428,762	502,854	579,371	517,334	506,513
2030	COMMUNITY POOL	114,850	113,286	140,158	103,729	131,907
2100	NON-DEPARTMENTAL	1,127,030	110,419	115,000	1,646,135	115,000
	TOTAL	17,550,369	16,805,957	19,720,415	20,095,019	19,202,688
OPERATING NET DIFFERENCE		1,404,468	2,268,731	1,003,934	750	127,208
2100	NON-DEPARTMENT TRANSFER	2,887,744	1,871,537	2,383,041	2,383,041	2,093,109
ENDING FUND BALANCE		6,404,946	6,802,140	5,423,033	4,419,849	2,453,948



The Government Finance Office Association (GFOA) recommends that governments adopt a budget document for achieving and maintaining structural balance where recurring revenues are equal to recurring expenditures in the adopted budget. The chart above compares the City's revenues and expenses by fiscal year and meets the structural balance recommended by the GFOA.





ANNUAL BUDGET PROCEDURES

In accordance with the City of South Miami Charter, Article IV, Section 2, Budget, the City Manager shall prepare and submit to the Commission a proposed annual budget. This specific Charter Section further details the annual budget adoption procedure as follows:

- A. *The City Manager shall submit to the Commission, an annual budget together with an explanatory message 60 days prior to the beginning of the fiscal year. The budget, budget message, and all supporting schedules shall be a public record open to public inspection by anyone.*
- B. *At the meeting of the Commission where the budget and budget message are submitted, the Commission shall determine the time and place for public hearings on the budget, where, interested persons shall be given an opportunity to be heard. The City Clerk shall post a notice of the place and time not less than five days after the date of posting at which time the Commission will hold a public hearing.*
- C. *After the conclusion of said public hearings, the Commission may insert new items or may increase, decrease or delete the items of the budget. If the total of proposed expenditures are increased thereby, then and in that event, the City Clerk shall post a notice setting forth the nature of the proposed increase and listing a place and time not less than five days after the date of posting of the public hearing thereon.*
- D. *The budget shall be adopted by three or more affirmative votes of the City Commission before the first day of the new fiscal year. Should the Commission take no final action on or prior to the date, the budget, as submitted, shall be deemed to be finally adopted by the Commission, provided that if the provision for funds in any Department or Departments exceeds (10%) of the previous year's budget, then as to that Department or Departments the Commission shall be deemed to have approved the previous year's budget.*
- E. *A copy of the budget as finally adopted shall be certified by the City Manager and the budget so certified shall be filed for the use of all Offices and Departments.*

According to the Charter Article IV, Section 2 (F) (Modifications) (1) **Transfer of Appropriation** - At the request of the City Manager, the Commission may at any time transfer, by resolution, any unencumbered appropriation balance or portion thereof between general classification of expenditure within an Office or Department. At the request of the City Manager and within the last three months of the budget year, the Commission may transfer by Resolution any unencumbered appropriation balance or portion thereof from one Office or Department to another.



BUDGETING AND ACCOUNTING BASIS

The accounts of the City are organized by funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts, which comprise its assets, fund equity, revenues and expenditures.

In Florida, it is a requirement that the budget passed by the City Commission is balanced. A balanced budget occurs when actual expenditures do not exceed received revenues.

As an operations guide, the budget details how Departments and the general fund are organized. The budget informs the reader of all the activities, services and functions carried out by each Department. Additionally, the budget provides for performance measurements of organization-wide objectives to aid in monitoring the progress of the City. Each Departmental budget section includes a description of the Department's function, its accomplishments, its objectives, activity reports, authorized positions, the budgetary appropriation and budget highlights.

BASIS OF BUDGETING

The basis of budgeting determines the timing for reporting measurements made on a cash or accrual basis in the City's financial statements. As defined in the National Council on Governmental Accounting (NCGA) Statement 1, the basis of accounting refers to when revenues, expenditures, expenses, transfers, and the related assets and liabilities are recognized in the accounts and reported in the financial statements. The accounting basis determines when the economic consequences of transactions and events are reflected in financial statements.

MEASUREMENT FOCUS

Unlike the selection of an accounting basis, which is concerned with the timing of transactions and events, a measurement focus identifies what transactions and events should be recorded. The measurement focus is concerned with the inflow and outflow of resources that affect a fund's operating statement.

The operating statement of a proprietary fund focuses on changes in economic resources, much like that of a private-sector business. Net assets are used as a practical measure of economic resources for this purpose. A proprietary fund's operating statement includes all transactions and events that increase or decrease net assets, such as revenues, expenses, gains and losses.

The operating statement of a governmental fund, unlike that of a proprietary fund, focuses on changes in current financial resources. The governmental fund operating statement measures those transactions and events of the period that have increased or decreased the resources available for spending in the near future.



A fund's basis of accounting is inseparably tied to its measurement focus. Funds that focus on total economic resources (proprietary funds) employ the accrual basis of accounting, which recognizes increases and decreases in economic resources as soon as the event or transaction occurs. Thus, revenues are recognized as soon as they are earned, and expenses are recognized as soon as a liability is incurred, regardless of the timing of related cash inflows and outflows.

On the other hand, funds that focus on current financial resources (governmental funds) use the modified accrual basis of accounting, which recognizes increases and decreases in financial resources only to the extent that they reflect near-term inflows or outflows of cash. Under the modified accrual basis of accounting amounts are recognized as revenue when they are both measurable and available. The accrual basis, modified accrual basis and cash basis of accounting are discussed below.

ACCRUAL BASIS ACCOUNTING

Under the accrual basis of accounting, revenues are recognized when they are earned regardless of when cash is received, and expenses are recognized when a liability is incurred regardless of when paid. However, these accruals should be recognized only if measured objectively. Since accrual accounting results in accounting measurements based on the substance of transactions and events, rather than when cash is received or disbursed, it enhances the relevance, neutrality, timeliness, completeness, and comparability of the information reported. Under GAAP, the accrual basis shall be used for the government-wide financial statements, proprietary funds and fiduciary funds.

MODIFIED ACCRUAL BASIS ACCOUNTING

Under this basis, revenues are recognized in the accounting period in which they become susceptible to accrual, that is, when they become measurable and available to finance expenditures of the fiscal period. The requirement that revenues be "available" distinguishes modified accrual revenue recognition from that of the accrual basis. Available is defined as expected to be collected within twelve months after the fiscal period ended.

Under the modified accrual basis, expenditures are recognized in the accounting period in which the fund liability is incurred, measurable and expected to be paid within twelve months of the fiscal period ended. However, there are certain exceptions such as the recording of the unmatured principal and interest on general obligation long-term debt which are recorded only when due. Other exceptions are discussed in the appropriate sections of this manual.

Modified accrual basis accounting is used for all governmental funds (general, special revenue, debt service and capital projects).



CASH BASIS ACCOUNTING

Under the cash basis, transactions are recognized only when cash changes hands. Cash basis financial statements omit recognition of assets and liabilities not arising from cash transactions, therefore they rarely present financial position or results of operations in conformity with GAAP. Cash basis accounting and reporting are not desirable practices because they permit distortions in financial statement representations due to shifts in the timing of cash receipts and disbursements relative to underlying economic events near the end of a fiscal period. The cash basis of accounting, which is used for budgetary purposes, is not an acceptable basis of accounting for the purpose of preparing the City's GAAP financial statements.



BUDGET SCHEDULE

The Office of the City Manager and the Finance Department are responsible for the development of the annual budget. As the schedule below details, the budget process begins in April with the distribution of budget request forms to all Departments. All Departments are responsible for compiling budget figures, which are then reviewed and adjusted by the City Manager during a series of inter-departmental meetings. The goal is that the proposed budget document is presented to the City Commission at its first meeting.

A key component of the budget process is our dependence upon the State, grants, and entitlements. Estimates for these revenue sources are provided by the State of Florida in late June and early July. The City incorporates the latest projections available into the budget.

The City Commission must adopt a preliminary millage rate in July for use on the Notice of Proposed Taxes to be mailed to all property owners by August 31, 2020 by the Miami-Dade County Property Appraiser. In accordance with Florida Statutes, the tentative millage rate is adopted at the first public budget hearing in September and this rate cannot be increased at the second budget hearing. Additionally, the tentative millage rate cannot exceed the preliminary rate adopted by the City Commission except by re-notifying all affected property owners by mail.



FY 2020-2021 BUDGET SCHEDULE





FINANCIAL AND BUDGETARY POLICY

PURPOSE:

The Comprehensive Financial and Budgetary Policies is a one-source document for all City financial and budget policies. The intention of the policies is to guide elected officials, the City Manager and staff in their on-going role as the financial stewards of the City. The policies guide essential decisions affecting budget and financial matters to ensure that the City is financially prepared to meet its immediate and long-term service objectives. The individual policies serve as guidelines for financial planning, budget preparation, implementation, evaluation and internal financial management of the City, and may be amended from time to time.

BUDGET MODIFICATIONS:

As per the City's charter, at the request of the City Manager, the Commission may at any time transfer, by resolution, any unencumbered appropriation balance or portion thereof between general classification of expenditure within an Office or Department. At the request of the City Manager and within the last three months of the budget year, the Commission may, by resolution, transfer any unencumbered appropriation balance or portion thereof from one office or department to another.

In case of disaster or any other circumstance creating an emergency, the Commission may at any time in any budget year, make an emergency appropriation for the purpose of repairing damages caused by such disaster or meeting such public emergency to the end that public health, safety or welfare will be protected.

OBJECTIVES:

In order to achieve the purpose of the Comprehensive Financial and Budgetary Policies, the following are objectives for the city's fiscal performance.

- To guide City Commission and management policy decisions with significant fiscal impact.
- To set forth operating principles to minimize the cost of government and financial risk.
- To employ balanced and equitable revenue policies that provides adequate funding for desired programs.
- To promote sound financial management by providing accurate and timely information on the City's financial condition.
- To protect the City's credit rating and provide for adequate resources to meet the provisions of the City's debt obligations on all municipal debt.
- To ensure the legal use of financial resources through an effective system of internal controls.



OPERATING POLICIES

The City will balance recurring operating expenditures with current or recurring revenues, and to the extent possible, not appropriate the fund balance to meet recurring operating needs. The City will evaluate the fiscal impact of new proposals, operate as efficiently as possible, and constantly review City services for appropriateness and effectiveness.

Expenditures shall be within Current Revenue Projections:

Ongoing expenditures should be equal to or less than ongoing revenues. The City must identify ongoing resources that at least match expected reoccurring annual expenditure requirements. One-time revenues and non-recurring revenues and ending fund balances will be applied to reserves or to fund one-time expenditures; they will not be used to fund ongoing programs.

Continual Improvement of Service Delivery:

The City has established a goal to seek to optimize the efficiency and effectiveness of its services through strategic planning efforts, performance budgeting and measuring, and by evaluating service provisions by surveying citizens and customers and by comparing to other cities.

Year End Budget Considerations:

In accordance with Generally Accepted Accounting Principles (GAAP), purchases encumbered in the current year but not received until the following year will be paid from the budget of the following year. However, when necessary, City Commission may authorize a re-appropriation to resolve unusual situations or hardships caused by this policy.



ACCOUNTING, AUDITING AND REPORTING

REPORTING POLICIES:

The City shall maintain a system of financial monitoring, control, and reporting for all operations and funds in order to provide an effective means of ensuring that overall City goals and objectives are met.

AUDITING:

The City's independent auditing firm will annually perform the City's financial and compliance audit. Their opinions will be contained in the City's Comprehensive Annual Financial Report (CAFR). Results of the annual audit shall be provided to the Commission in a timely manner. The independent auditing firm will be competitively selected in accordance with City of South Miami Charter Article IV, Section 4(E), Florida Statutes and standards of the Governmental Finance Officers Association.

ACCOUNTING SYSTEM:

Financial records will be maintained on a basis consistent with GAAP, and the Governmental Accounting Standards Board (GASB) and the standard practices of the Government Finance Officers Association of the United States and Canada (GFOA). In addition, the City will comply with rules of the Auditor General and Uniform Accounting System as required by the State of Florida.

EXCELLENCE IN FINANCIAL REPORTING:

As an additional independent confirmation of the quality of the City's financial reporting, the City will annually seek to obtain the Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting. The CAFR will be presented as a method of communicating with citizens about the financial affairs of the City.

REVENUE POLICIES:

The City should be sensitive to the balance between the need for services and the City's ability to raise fees, charges for services, and taxes to support those services.

REVENUE DIVERSIFICATION:

The City shall strive to maintain a diversified mix of revenues in order to balance the sources of revenue amongst taxpayers and to provide ongoing stability and predictability in order to handle fluctuations in revenues and better distribute the cost of providing services.



CHARGES FOR SERVICES:

As much as is reasonably possible, City services that provide private benefit should be supported by fees and charges in order to provide maximum flexibility in use of general City taxes in meeting the cost of services of a broader public benefit.

Charges for services that benefit specific users should recover full costs, to the extent feasible, including all direct costs, and indirect costs, such as operating and maintenance costs, overhead, and charges to capital costs (depreciation and debt service).

INVESTMENT POLICY

The City of South Miami will invest its funds in accordance with Florida Statute 218.415. The funds will be invested based upon the following priorities:

Safety of principal

To meet the liquidity needs of the City and optimize investment returns after first addressing safety and liquidity concerns.

The City of South Miami will make cash flow analysis of all funds on a regular basis. Disbursement, collection, and deposit of all funds will be scheduled to ensure maximum cash availability. The City will pool cash from several different funds for investment purposes when permitted by law.

The City will invest 100% of its idle cash on a continuous basis. Reserve Fund balances may from time-to-time be established by resolution of the City Commission.

CAPITAL BUDGET POLICY

The City will update its multi-year plan for capital improvements.

The City will enact an annual capital budget based on the multi-year Capital Improvement Plan.

The City will coordinate development of the capital improvement budget with development of the operating budget. Future operating costs associated with new capital improvements will be projected and included in operating budget forecasts.

The City will use intergovernmental assistance to finance only those capital improvements that are consistent with the Capital Improvement Plan and City priorities, and whose operating and maintenance costs are included in operating budget forecasts.

The City will maintain all its assets at a level adequate to protect the City's capital interest and to minimize future maintenance and replacement costs.



The City will identify the estimated costs and potential funding sources for each capital project proposal before submission to the City Commission for approval.

CAPITAL ASSETS POLICY

Threshold: The City will capitalize all individual assets and infrastructures which meet a respective threshold amount or more and a life of three years or more.

Asset categorization: The City shall account for assets and infrastructure meeting the minimum dollar and life thresholds in the following categories:

- Land (\$1 or Greater)
- Land Improvements (\$25,000 or more)
- Buildings (\$50,000 or more)
- Building Improvements (\$50,000 or more)
- Machinery and Equipment; including vehicles (\$5,000 or more)
- Infrastructure; i.e. roads, stormwater system, sidewalks (\$250,000 or more)
- Construction in progress (\$1 or more)
- Intangible Assets (\$25,000 or more)

Capital Outlay Budget vs. GAAP (Generally Accepted Accounting Principles). Only assets or infrastructure with a value over \$25,000 will be budgeted as a capital item in the budget. Short-lived assets not meeting the capital asset threshold will be budgeted as operational materials and supplies.

Depreciation method: GASB (Governmental Accounting Standards Board) Statement 34 requires governments to depreciate capital assets with a defined estimated life. The City will use the straight-line depreciation method. There will be no depreciation on land or other assets with an indefinite life. Construction in progress projects are not subject to depreciation until the project is completed. Depreciation expense is not calculated on the salvage value (value which the asset will not fall below).

Capital Assets-Assets vs. Repair and Maintenance: GASB 34 requires that repair and maintenance items are expenses rather than capitalized assets. The criteria determining whether an item is capitalized or expensed is whether the service life of the assets will be extended. The City will adapt this definition and capital expenditures that extend the life of the asset will be classified as capital assets.

Estimated useful assets life: The estimated useful lives of the assets are based on City experience and established projections reflected in the 5-year capital plan. The useful life will be used when determining depreciation expense. The useful lives are:



- Land – indefinite
- Buildings – 50 years
- Improvements – 20 years
- Equipment:
 - Cars – 8 years
 - Trucks – 10 years
 - Equipment – 10-15 years
 - Computer Equipment – 5 years
- Infrastructure:
 - Roads – 40 years
 - Stormwater System – 50 years
 - Sidewalks – 40 years
- Intangible Assets – 20 years

Five Year Capital Plan: The City prepares a 5 Year Capital Plan which reports the capital asset budget needs for the City.

Fixed Asset Accounting: The City will comply with the standards established by GASB 34 (Governmental Accounting Standards Board) and all subsequent pronouncements put forth by GASB or its successor organization.

As per Florida Statute 274.02(2) the Chief Financial Officer shall establish by rule the requirements for the recording of property and for the periodic review of property for inventory purposes. The Chief Financial Officer will establish policies and appropriate procedures to manage fixed assets, including establishing the State of Florida required threshold dollar amount for which fixed asset records are maintained and how often physical inventories will be taken. Currently the State of Florida requires that assets equal to or greater than \$1,000 be inventoried. The threshold amount will be updated as the State of Florida rules are updated.

DEBT MANAGEMENT POLICY

PURPOSE

The purpose of this policy is to establish parameters and provide guidance governing the issuance, management, continuing evaluation of and reporting on all debt obligations issued by the City of South Miami, and to provide for the preparation and implementation necessary to assure compliance and conformity with this policy.

FLORIDA STATUTE CITATIONS

The Internal Revenue Code, Florida Statutes, local charter and/or ordinances outline legal borrowing authority, restrictions and compliance requirements while the Florida Constitution and



Statutes authorize the issuance of bonds by counties, municipalities and certain special districts.

- Section 125.013 – General Obligation and Revenue Bonds
- Chapters 130 and 132 – County Bonds and General Refunding Law
- Section 154.219 – Public Health Facilities Revenue Bonds
- Chapter 159 – Bond Financing
- Section 163.01(7) – Bonds Issued by Entities Created by Interlocal Agreement
- Chapter 166, Part II – Municipal Borrowing
- Section 215.43 – Financial Matters: General Provisions
- Chapter 218, Part III – Local Financial Management and Reporting

DEBT POLICY STATEMENT

Under the governance and guidance of Federal and State laws and the City’s Charter, ordinances and resolutions, the City may periodically enter into debt obligations to finance the construction or acquisition of infrastructure and other assets or to refinance existing debt for the purpose of meeting its governmental obligation to its residents. It is the City’s desire and direction to assure that such debt obligations are issued and administered in such fashion as to obtain the best long-term financial advantage to the City and its residents, while making every effort to maintain and improve the City’s bond ratings and reputation in the investment community.

The City may also desire to issue debt obligations on behalf of external agencies or authorities for the purpose of constructing facilities or assets, which further the goals and objectives of City government. In such case, the City shall take reasonable steps to confirm the financial feasibility of the project and the financial solvency of the borrower; and, take all reasonable precautions to ensure the public purpose and financial viability of such transactions.

GENERAL DEBT GOVERNING POLICY

The City hereby established the following policies concerning the issuance and management of debt:

- A. The City will not issue debt obligations or use debt proceeds to finance current operations.
- B. The City will utilize debt obligations only for acquisition, construction or remodeling of capital improvement projects that cannot be funded from current revenue sources or in such cases wherein it is more equitable to the users of the project to finance the project over its useful life.
- C. The City will measure the impact of debt service requirements of outstanding and proposed debt obligations on single year, five, ten and twenty year periods. This analysis



will consider debt service maturities and payment patterns as well as the City's commitment to a pay as you go budgetary capital allocation.

SPECIFIC DEBT POLICIES, RATIOS AND MEASUREMENT

This section of the Debt Management Policy establishes the target debt policies, ratios and measurements for the City in the following categories:

- A. Measurements of Future Flexibility
- B. Constraints, Ratios and Measurements

Measures of Future Flexibility

As the City periodically addresses its ongoing needs, the City Manager and the City Commission must ensure that the future elected officials will have the flexibility to meet the capital needs of the City. Since neither State law nor the City Charter provides any limits on the amount of debt, which may be incurred (other than the requirement to have General Obligation debt approved in advance by referendum); this policy establishes the following constraints, ratios, and measures.

Constraints, Ratios and Measures

The following constraints, ratios and measures shall govern the issuance and administration of debt obligations:

Purposes of Issuance – The City will issue debt obligations for acquiring, constructing or renovating Capital Improvements or for refinancing existing debt obligations. Projects must be designed as public purpose projects by the City Commission prior to funding.

Maximum Maturity – All debt obligations shall have a maximum maturity of the earlier of: (i) the estimated useful life of the Capital Improvements being financed; or, (ii) thirty years; or, (iii), in the event they are being issued to refinance outstanding debt obligations the final maturity of the debt obligations being refinanced, unless a longer term is recommended by the Finance Department.

Net Debt to Taxable Assess Value – The City shall strive to maintain a ratio of Net Debt to Taxable Assessed Value of properties within the City shall not exceed 15%. The ratio of Net Debt to Taxable Assessed Value shall be calculated by dividing the Net Debt by the taxable assessed value of all taxable properties within the City.

Capitalized Interest (Funded Interest) – Subject to Federal and State law, interest may be capitalized from date of issuance of debt obligations through the completion of construction for revenue producing projects. Interest may also be capitalized for projects in which the revenue designated to pay the debt service on the bonds will be collected at a future date, not to exceed



six months from the estimated completion of construction and offset by earnings in the construction fund.

Bond Covenants and Laws – The City shall comply with all covenants and requirements of the bond resolutions, and State and Federal laws authorizing and governing the issuance and administration of debt obligations.

PURCHASING POLICY

The purchasing policy is in accordance with City of South Miami Charter Article III, Section 5 (**Power and Duties**) and Florida Statute Chapter 287.

Purchases less than \$5,000.00. Purchases of, or contracts for, materials, supplies, equipment, improvements or services for which funds are provided in the budget, where the total amount to be expended is not in excess of \$5,000.00, may be made or entered into by the City Manager without submittal to the City Commission and without competitive bidding. Single purchases or contracts in excess of \$5,000.00 shall not be broken down to amounts less than \$5,000.00 to avoid the requirements of this subsection. Purchases of less than \$1,000.00 **do not require**:

- Purchase orders
- Sealed Competitive bids

Purchases of less than \$5,000.00 but greater than \$1,000 do require:

- A minimum of 3 written quotes from 3 different vendors unless piggybacking off an existing governmental contract, which was part of an acceptable competitive bid process.
- An approved purchase order
- Must have been included in the original budget or received approval from the City Manager.

Purchases more than \$5,000.00 but less than \$25,000.00. Purchases of or contracts for materials, supplies, equipment, improvements or services for which funds are provided in the budget, where the total amount to be expended is in excess of \$5,000.00 but which does not exceed \$25,000.00, may be made or entered into by the City Manager with submittal to the City Commission and without competitive bidding, but shall require that the City Manager obtain quotes from at least three different vendors. Single purchases or contracts in excess of \$25,000.00 shall not be broken down to amounts less than \$25,000.00 to avoid the requirements of this subsection. Purchases more than \$5,000.00 but less than \$25,000.00 require:

- Approval by the City Manager before the expenditure is made or funds committed.
- A minimum of 3 written quotes from 3 different vendors unless piggybacking off an existing governmental contract which was part of an acceptable competitive bid process
- City Commission approval

Purchases in excess of \$25,000.00. Purchases in excess of \$25,000.00 shall be in compliance with the competitive bidding requirements. Purchases in excess of \$25,000.00 require:



- Competitive bid process unless piggybacking off an existing governmental contract which was part of an acceptable competitive bid process
- Purchase orders must be obtained before an expenditure is made or funds committed and approved by the City Manager,
- City Commission approval

If the Manager deems the goods and services an emergency affecting life, health, property or safety, the above policy is waived, but must remain in accordance with City of South Miami Charter Article III, Section 5 (**Power and Duties**) and Florida Statute Chapter 287.



FUND STRUCTURE

In governmental accounting, all financial transactions are organized within several funds. According to the National Council on Governmental Accounting, a fund is a fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations.

The City of South Miami's budget consists of 19 Funds: General Fund, Stormwater Drain Trust Fund, Local Option Gas Tax Trust Fund, Hometown District Improvement Trust Fund, Tree Trust Fund, People's Transportation Tax Fund, Debt Service Fund, Capital Improvement Program Fund, Emergency Reserve Fund, State Forfeiture Fund, Federal Forfeiture Fund, Revenue Stabilization Fund, Grant Match Reserve Fund, Insurance Reserve Fund, Tax Equalization Reserve Fund, Building Fund, City Parks Acquisition Development Operations and Maintenance Fund, Parks Facility Impact Fund and Pedestrian Crossing Acquisition, Development, Operation and Maintenance Trust Fund. "Fund" is defined as an independent fiscal and accounting entity with a self-balancing set of accounts. Funds are established to attain certain objectives or to simply segregate activities.

All funds, except the Stormwater Drain Trust Fund which uses the accrual basis of accounting, utilize the modified accrual basis of accounting. For more detailed information regarding the funds, please refer to the fund sections in this document.



FUND OVERVIEW

GENERAL FUND

The General Fund is used to account for all financial resources except those required to be accounted for in another fund. The General Fund is the major operating fund of the City of South Miami.

STORMWATER DRAIN TRUST FUND

The Stormwater Drain Trust Fund accounts for the financial resources received and allocated on behalf of the Stormwater Utility maintained by the City of South Miami. The fund is used to maintain the drainage pipes and canals located within the City. This is a proprietary fund which focuses on the determination of operating income, changes in net assets, financial position and cash flows.

LOCAL OPTION GAS TAX TRUST FUND

Local option fuel taxes are significant revenue sources to Florida's local governments and represent important funding mechanisms for the provision of local transportation infrastructure.

HOMETOWN DISTRICT IMPROVEMENT TRUST FUND

On August 5, 2008, City Commission approved Ordinance 30-08-1965 establishing the Hometown District Parking. Parking in the Hometown District must be developed and managed primarily as an element of infrastructure critical to enhancing South Miami's tax base through economic success of the district.

TREE TRUST FUND

Creation of the Tree Trust Fund is for the purpose of which is to acquire, protect, and to plant trees on public property. The Tree Trust Fund shall consist of contributions in lieu of, or in conjunction with, required replacement plantings.

PEOPLE'S TRANSPORTATION TAX FUND

The City receives a share of the one-half cent sales tax, known as the People's Transportation Tax, to be used for transportation services. The People's Transportation Tax provides funding for the People's Transportation Plan, Municipal Component. The surtax proceeds shall only be used for the transportation expenses.



REVENUE STABILIZATION FUND

The Revenue Stabilization Reserve Fund was established to mitigate the risk of reduced property tax and other revenues in general. Building this fund is critical as it is the primary source used in balancing budget request. These funds are restricted to uses related to impacts caused by reduced tax revenues and other revenues in general.

GRANT MATCH RESERVE FUND

These funds would be restricted to uses related to grant match reserve funding, which will be adequately projected based on realistic grant funding opportunities. These funds would be set aside as a cash match for grant opportunities. It is beneficial in the application process for the City to have funds that are readily identifiable as a cash match.

INSURANCE RESERVE FUND

The Insurance Reserve Fund is intended to fully meet potential insurance claim deductibles. This reserve would be used in circumstances that would require the contribution of insurance deductibles such as a major hurricane.

TAX EQUALIZATION FUND

Non-property tax revenue is a major portion of the City's revenue base. The targeted amount should equal at a minimum, 20% of budgeted non-property tax revenues. These funds can bridge the gap between the state's fiscal year end and the City's fiscal year end (3-month gap) in the event of significant state budget reduction.

BUILDING CAPITAL RESERVE FUND

The reserve target amount is based on yearly estimates to make necessary unscheduled and anticipated repairs, and other operational issues relating to the City's properties. These funds are to be used specifically to address building hardening and security, and to fund unscheduled and anticipated repairs, and other operational issues relating to the City's properties.

CITY PARKS ACQUISITION DEVELOPMENT OPERATIONS AND MAINTENANCE FUND

The South Miami residents have demonstrated a desire for parks. Funds shall be set aside and used for acquisition; at least 15% of the Fund shall be used for park development operations and maintenance of the City's Park System. More specifically the fund shall be for the purposes of acquiring, developing, operating, maintaining or restoring parks, recreation facilities, cultural facilities, green spaces, playfields, trails, community gardens, and other applicable public areas.



PEDESTRIAN CROSSING ACQUISITION DEVELOPMENT, OPERATION AND MAINTENANCE TRUST FUND

The Pedestrian Crossing Acquisition Development, Operation and Maintenance Trust Fund has been established for the purposes of acquiring, developing, operating and maintaining pedestrian crossings.

DEBT SERVICE FUND

The Debt Service Fund has been established in an effort to clearly identify the City's current Long-Term Liability. The City has several loans outstanding with the Florida Municipal Loan Council (FMLC). The council, as a subsidiary of Florida League of Cities administers the Florida Municipal Loan Program.

CAPITAL IMPROVEMENT PROGRAM FUND

The purpose of the Capital Improvement Fund is to establish and cover multi-year expenditures of major capital projects and expenditures for all General Government programs. The adopted capital improvement projects expenditures are identified on the Five-Year Capital Improvement Project listing within the Capital Improvement Program section of this budget.

EMERGENCY RESERVE FUND

The City Commission adopted a policy that would restrict the use of this fund to catastrophes and other unscheduled emergencies; and on September 2, 2001 the City Commission changed the policy via resolution No. 145-01-11293 to provide for an Emergency Reserves Fund of no less than 10% of the budget. The Government Finance Officers Association (GFOA) issued a Case Study on May 2013 providing a general recommended fund balance for two specific categories; Budget Uncertainty Reserve and Emergency Reserve. Within the Case Study, GFOA recommends a General Fund Reserve of approximately 25%; 12.5% for each of the two specific classifications mentioned above.

PARKS FACILITY IMPACT FUND

As a condition of the issuance of a building permit for new development, the person, firm or corporation who or which has applied for the building permit for residential construction shall pay to the City, the parks impact fee as set forth in the provisions of Ordinance No. 14-14-2192. Funds shall be set aside and used for land acquisition for parks; for maintaining (not including routine maintenance), furnishing, equipping, repairing, remodeling, or enlarging of both existing and future facilities; for construction of new parks facilities; for any architectural, engineering, legal and other professional fees and expenses related to any such improvements; and for any administrative costs not incurred by the fee collection process.



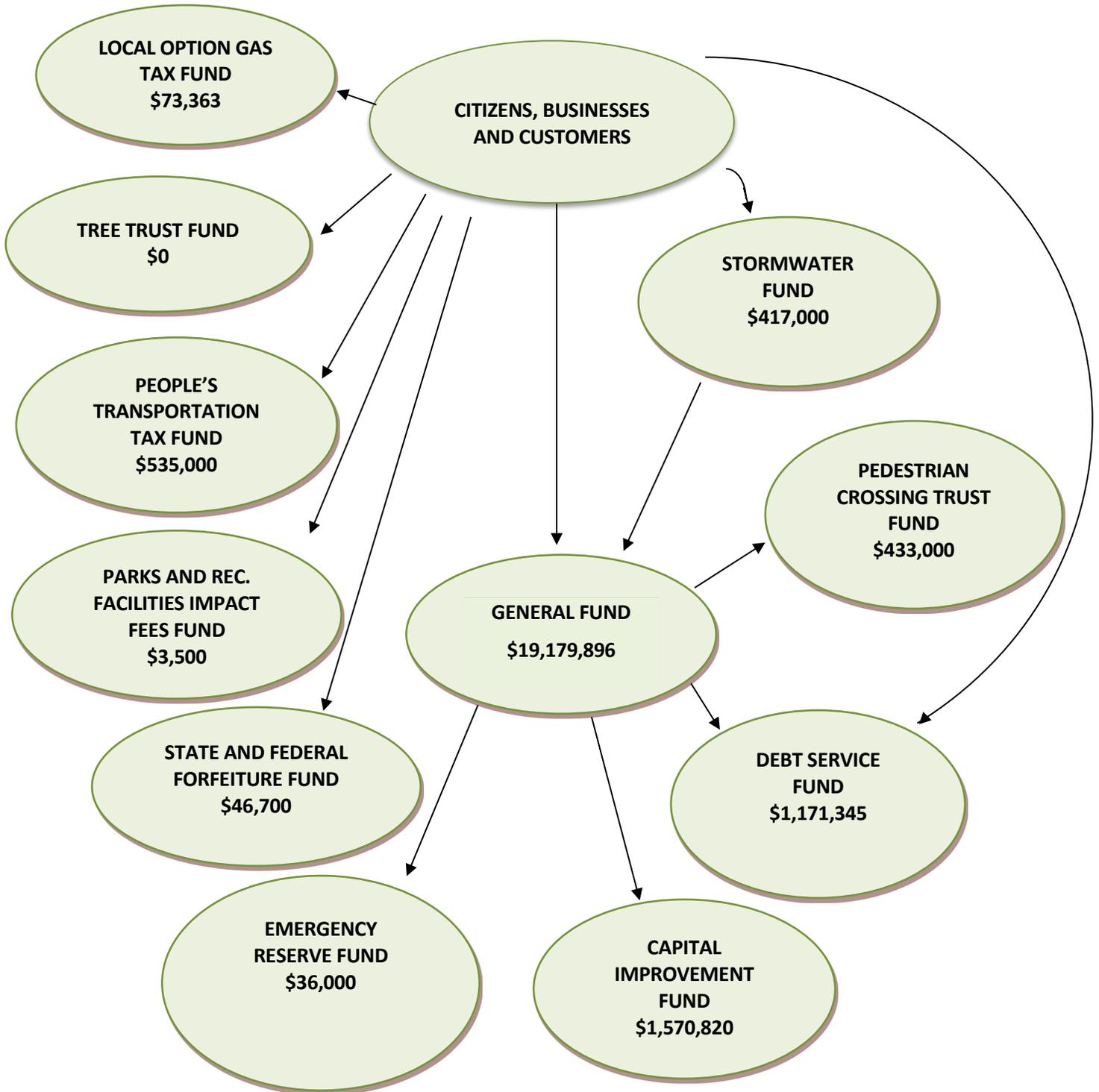
STATE FORFEITURE FUND

The Police Forfeiture Fund manages funds collected through the Florida Contraband Forfeiture Act. Florida Statute 932.701 through 932.707 authorizes municipalities to seize assets, including cash, personal property and real property used in violation of the Florida Contraband Forfeiture Act.

FEDERAL FORFEITURE FUND

The Department of Justice Asset Forfeiture Program (the Program) is a nationwide law enforcement initiative that removes the tools of crime from criminal organizations, deprives wrongdoers of the proceeds of their crimes, recovers property that may be used to compensate victims, and deters crime.

FUNDING FLOW CHART
FY 2020 - 2021





FUND EXPENDITURES

The table below is a summary of the expenditures, by fund, and the difference from the previous year. Please refer to the individual fund sections for an explanation of the change in expenditures for each fund.

ACCOUNT CLASSIFICATION	ACTUAL FY 17/18	ACTUAL FY 18/19	BUDGET FY 19/20	ESTIMATE FY 19/20	ADOPTED FY 20/21
General Fund - 001					
Beginning Fund Balance	7,888,222	6,404,946	6,802,140	6,802,140	4,419,849
Revenues	18,670,372	18,788,723	19,374,708	18,362,795	19,179,896
Expenditures	17,550,369	16,805,957	19,720,415	20,095,019	19,202,688
Interfund Transfers In	284,465	285,965	1,349,641	1,732,974	150,000
Interfund Transfers Out	2,887,744	1,871,537	2,383,041	2,383,041	2,093,109
Ending Fund Balance	6,404,946	6,802,140	5,423,033	4,419,849	2,453,948
Stormwater Drain Trust Fund - 111					
Beginning Fund Balance	161,976	242,583	229,455	229,455	288,015
Revenues	388,539	422,672	417,000	407,000	417,000
Expenditures	157,932	285,800	427,485	198,440	357,953
Interfund Transfers Out	150,000	150,000	150,000	150,000	150,000
Ending Fund Balance	242,583	229,455	68,970	288,015	197,062
Local Option Gas Tax Trust Fund - 112					
Beginning Fund Balance	229,241	265,021	209,970	209,970	133,333
Revenues	79,327	76,457	73,363	73,363	73,363
Expenditures	43,547	131,508	250,000	150,000	100,000
Ending Fund Balance	265,021	209,970	33,333	133,333	106,696
Hometown District Improvement Trust Fund - 116					
Beginning Fund Balance	32,250	36,313	15,563	15,563	1,008
Revenues	29,063	4,250	0	0	0
Interfund Transfers Out	25,000	25,000	14,555	14,555	0
Ending Fund Balance	36,313	15,563	1,008	1,008	1,008
Parks Facilities Impact Fund - 117					
Beginning Fund Balance	170,929	213,152	43,867	43,867	61,443
Revenues	42,223	36,808	3,500	17,576	3,500
Expenditures	0	206,093	225,894	0	60,000
Ending Fund Balance	213,152	43,867	-178,527	61,443	4,943



ACCOUNT CLASSIFICATION	ACTUAL FY 17/18	ACTUAL FY 18/19	BUDGET FY 19/20	ESTIMATE FY 19/20	ADOPTED FY 20/21
Tree Trust Fund - 118					
Beginning Fund Balance	28,043	40,685	35,631	35,631	58,165
Revenues	19,842	6,396	0	22,534	0
Expenditures	7,200	11,450	20,000	0	25,000
Ending Fund Balance	40,685	35,631	15,631	58,165	33,165
People's Transportation Tax Fund - Transportation - 124					
Beginning Fund Balance	902,555	892,974	970,963	970,963	616,258
Revenues	446,118	441,029	450,000	435,000	435,000
Expenditures	455,699	363,040	1,067,500	789,705	785,000
Ending Fund Balance	892,974	970,963	353,463	616,258	266,258
People's Transportation Tax Fund- Direct Transit - 125					
Beginning Fund Balance	569,928	427,673	266,464	266,464	277,171
Revenues	108,796	108,392	110,000	100,000	100,000
Expenditures	251,051	269,601	277,748	89,293	150,000
Ending Fund Balance	427,673	266,464	98,716	277,171	227,171
Revenue Stabilization Fund - 150					
Beginning Fund Balance	60,000	60,000	60,000	60,000	60,000
Interfund Transfers In	0	0	0	0	0
Expenditures	0	0	0	0	0
Interfund Transfers Out	0	0	0	0	60,000
Ending Fund Balance	60,000	60,000	60,000	60,000	0
Grant Match Reserve Fund - 151					
Beginning Fund Balance	60,000	60,000	60,000	60,000	60,000
Interfund Transfers In	0	0	0	0	0
Expenditures	0	0	0	0	0
Interfund Transfers Out	0	0	0	0	60,000
Ending Fund Balance	60,000	60,000	60,000	60,000	0
Insurance Reserve Fund - 152					
Beginning Fund Balance	60,000	60,000	60,000	60,000	60,000
Interfund Transfers In	0	0	0	0	0
Expenditures	0	0	0	0	0
Interfund Transfers Out	0	0	0	0	60,000
Ending Fund Balance	60,000	60,000	60,000	60,000	0



ACCOUNT CLASSIFICATION	ACTUAL FY 17/18	ACTUAL FY 18/19	BUDGET FY 19/20	ESTIMATE FY 19/20	ADOPTED FY 20/21
Tax Equalization Reserve Fund - 153					
Beginning Fund Balance	60,000	60,000	60,000	60,000	60,000
Interfund Transfers In	0	0	0	0	0
Expenditures	0	0	0	0	0
Interfund Transfers Out	0	0	0	0	60,000
Ending Fund Balance	60,000	60,000	60,000	60,000	0
Building Capital Reserve Fund - 154					
Beginning Fund Balance	60,000	60,000	60,000	60,000	60,000
Interfund Transfers In	0	0	0	0	0
Expenditures	0	0	0	0	0
Interfund Transfers Out	0	0	0	0	60,000
Ending Fund Balance	60,000	60,000	60,000	60,000	0
Parks Acquisition Development Operations & Maintenance Fund - 155					
Beginning Fund Balance	310,000	310,000	0	0	0
Revenues	0	0	0	0	0
Interfund Transfers In	0	0	0	0	0
Expenditures	0	310,000	310,000	0	0
Ending Fund Balance	310,000	0	-310,000	0	0
Pedestrian Crossing Acquisition, Development, Operation and Maintenance Trust Fund - 156					
Beginning Fund Balance	0	0	0	0	0
Revenues	0	0	0	0	0
Interfund Transfers In	0	0	0	0	433,000
Expenditures	0	0	0	0	433,000
Ending Fund Balance	0	0	0	0	0
Debt Service Fund - 201					
Beginning Fund Balance	-61,784	2,053	11,316	11,316	19,956
Revenues	871,345	851,884	783,193	783,493	782,057
Expenditures	1,197,535	1,171,966	1,174,263	1,165,922	1,171,345
Interfund Transfers In	390,027	329,345	391,070	391,070	389,289
Proceeds from Refunding Debt	0	0	0	0	0
Payment to Bond Escrow Agent	0	0	0	0	0
Ending Fund Balance	2,053	11,316	11,316	19,956	19,956
Capital Improvement Program Fund - 301					
Beginning Fund Balance	1,586,887	2,290,777	1,043,597	1,043,597	594,180
Expenditures	1,793,827	2,566,572	2,750,000	2,441,388	2,165,000
Interfund Transfers In	2,497,717	1,319,392	1,991,971	1,991,971	1,570,820
Ending Fund Balance	2,290,777	1,043,597	285,568	594,180	0



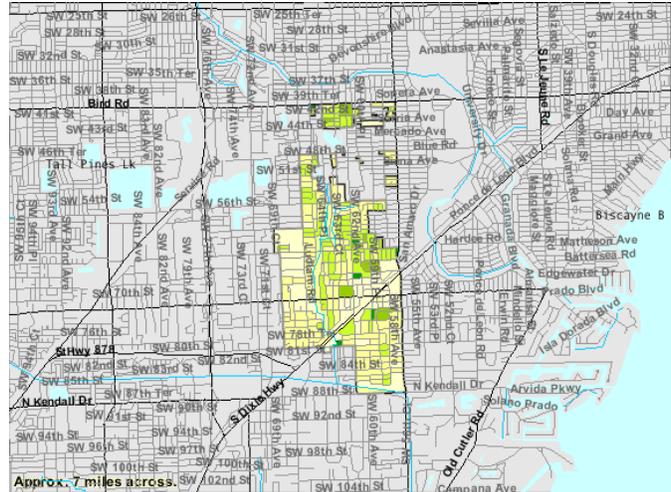
ACCOUNT CLASSIFICATION	ACTUAL FY 17/18	ACTUAL FY 18/19	BUDGET FY 19/20	ESTIMATE FY 19/20	ADOPTED FY 20/21
Emergency Reserve Fund - 051					
Beginning Fund Balance	4,198,746	3,461,905	4,090,287	4,090,287	5,990,861
Revenues	38,213	234,926	36,000	36,000	36,000
Expenditures	775,054	182	0	4,600	0
FEMA Hurricane Irma Reimb.	0	170,838	0	1,869,174	0
Interfund Transfers In	0	222,800	0	0	0
Interfund Transfers Out	0	0	0	0	0
Ending Fund Balance	3,461,905	4,090,287	4,126,287	5,990,861	6,026,861
State Forfeiture Fund - 608					
Beginning Fund Balance	68,072	68,806	69,636	69,636	40,336
Revenues	734	830	700	700	700
Expenditures	0	0	30,000	30,000	30,000
Ending Fund Balance	68,806	69,636	40,336	40,336	11,036
Federal Forfeiture Fund - 615					
Beginning Fund Balance	1,528,703	1,552,444	1,483,505	1,483,505	1,331,505
Revenues	160,288	51,890	46,000	46,000	46,000
Expenditures	136,547	120,829	371,500	198,000	355,278
Ending Fund Balance	1,552,444	1,483,505	1,158,005	1,331,505	1,022,227



GOVERNMENT

Government Structure

South Miami uses a City Manager form of government. The Commission sets the policies and the City Manager acts as the chief executive. According to surveys by the International City and County Management Association (ICMA), this form of government has grown from 48% usage in 1996 to 55% usage in 2006. It is most popular in cities with populations over 10,000, mainly in the Southeast and Pacific coast areas. Commissioners are elected to four-year terms and the Mayor is elected to a two-year term. Elections are held on the second Tuesday in February in even numbered years for the Mayor and half of the Commissioners. The Commissioner receiving the most votes is also given the title of Vice Mayor for the first two years of the term. The next election will take place in February 2022.



South Miami City Government as of February 11, 2020

- * Mayor: Sally B. Philips, EdD (Election 2022)
- * Vice Mayor: Robert Welsh (Vice Mayor until 2022, Commissioner Group III) (Election 2024)
- * Commissioner Group II: Josh Liebman (Election 2024)
- * Commissioner Group I: Luis Gil (Election 2022)
- * Commissioner Group IV: Walter Harris (Election 2024)

South Miami is a city in Miami-Dade County, Florida, United States. The population was 10,741 at the 2000 census and according to the U.S. Census Bureau for 2010 it was 11,657. State of Florida uses Bureau of Economic and Business Research (BEBR) numbers for calculations for budget and this number is 12,664.

South Miami is served by the Miami Metrorail at the South Miami Station. The station is in the section US-1 and Sunset Dr., and services the surrounding South Miami neighborhood, including South Miami Hospital, Larkin Hospital, and the South Miami city government offices.



Tax Authorities

Taxing Authorities Set Tax Rates

The Office of the Property Appraiser is not a taxing authority, but a governmental function that is mandated by State Law to assess the value of all properties within Miami-Dade County using criteria set forth by Chapter 193 of the Florida Statutes. As property owners and taxpayers consider the tax rates set by the taxing authorities, they should give close attention to tax rates or "millage" changes of those taxing authorities. The millage or tax rates are set by the various taxing authorities within whose jurisdiction the property is located.

The Tax Collector publishes annually all active millage (tax rates) levied by all taxing authorities. The tax rate (millage) is set by the various authorities within whose jurisdiction the property is located.

The taxing authorities are authorized by State Statute to levy taxes on real estate and tangible personal property to fund their operations and services as provided by their annual budgets. The tax rate is determined by dividing the taxing authority's proposed budget using property taxes by the total taxable value of all non-exempt property within their taxing district; reference the following formula:

$$\text{Tax Rate (Millage)} = \frac{\text{Taxing Authority's Proposed Budget}}{\text{Total Taxable Value of ALL Property (After Exemptions)}}$$

Tax Limitations on County Commission and Cities

By Special Act of the Florida Legislature (Laws of Florida Chapter 74-430 House Bill No. 4173), municipal taxing authorities are limited to a maximum 10% increase in the amount of revenues that can be raised in comparison to the prior year.

The Millage Rates of the Taxing Authorities

When the total taxable value (the total assessed value of all individual properties in the City added together after exemptions) of the tax roll increases from one year to the next year, the Taxing Authorities (County Commission, Municipalities, School Board, etc.) are required by State Law to consider their budget with a roll-back of the millage rate to a rate which will generate the same revenue as in the previous year; reference hypothetical example of annual roll-back procedure below.

The Property Appraiser is responsible for certifying to each taxing authority the annual taxable value. Each taxing authority then must compute a roll-up or a roll-back millage rate and a proposed millage. The "roll-back millage" rate is the millage rate, or tax rate that the Taxing



Authorities must use as a basis for computing any increase in their annual budgets. Usually, this millage rate is lower than the preceding year's tax rate. The value increase in the tax base is due to re-assessments and new construction in the prior year. However, new construction is not permitted by Florida Law to be used to calculate the roll-back millage. If the total taxable value (as defined) decreases, the Taxing Authorities are entitled to an upward change of the "roll-back" in the tax millage rate in order to maintain the same level of revenue as the preceding year as the starting point for any budget increases.

The term "roll-back" is used to describe the economic conditions of total taxable value in the prior year and the amount of monies raised by ad-valorem taxes. It does not relate to the rate of change in the millage.

With the millage roll-back rate, the taxing authorities will realize exactly the same amount of revenue as the preceding year. If they decide to raise the millage rate above the rolled-back rate, it usually means that the cost of government operations has increased, usually as a corollary to inflation or the cost of living, or that new public service programs have been added to their budgets. The effect of the millage rolled-back on your property taxes will appear on your "Truth in Millage Notice" (TRIM) each year in Column 3. By referring to your Notice, you will also note that Column 1 indicates the previous year's taxes and Column 2 indicates the proposed increase or decrease in tax dollars if the proposed budget is adopted.

CITY HISTORY

Known as “The City of Pleasant of Living,” this proud community has a diverse population and a history of accomplishments stretching back to its earlier pioneer days. It has overcome adversity and shown a resilience and determination that make it one of South Florida’s more remarkable cities.



WILSON ALEXANDER LARKIN
1860-1946
Founder of South Miami
Formerly Larkins

It began as a settlement named Larkins, after Wilson A. Larkin, who established a post office and trading post with that name in 1898 at the east end of Sunset Drive at Ingraham Highway. The settlement already had a school building erected two years earlier by A. H. Ramsey and John Burtshaw, and in the next few years more families began moving into the area.

Much of the business in the earlier settlement was geared toward farming supplies and services, and when Henry Flagler’s railroad grew south from Miami in 1903, it passed to the west of Larkins. The people of the settlement began relocating the center of their business district toward the train depot at today’s intersection of US1 and Sunset Drive. Real estate developers were already beginning to profile for plats of subdivisions in 1914 and by 1917 phone service came to Larkins.

After the fantastic real estate boom of 1925 and with a population of 3000 residents, area leaders decided to incorporate as the Town of South Miami on March 2nd, 1926. W. A. Foster was elected Mayor and a storeroom was rented for \$10 a month as Town Hall.

The year 1926 saw the first incoming class of freshmen at the newly chartered University of Miami campus, which abuts the City of South Miami eastern boundary along Red Road (SW 57th Avenue). Also founded with a university theme that same year was the Cambridge Lawns neighborhood of South Miami, situated just 0.7 miles from the university campus. The neighborhood's Cambridge Lawns Historic District, some 30 homes in the Tudor Revival and Mediterranean revival style completed in 1928, were granted historic recognition by the City of South Miami in 2005.



First City Hall - The Second Store From the Right (1927)

In June of 1926 the Florida Power and Light Company was granted a 30-year franchise to operate there, the task of paving streets and other projects began in earnest, and the volunteer fire department was established. A few months later in September, the terrible 1926 hurricane struck the community, inflicting severe damage to the homes and businesses in the fledgling Town of South Miami. It took great determination and strength of character to rebuild.



On June 24th, 1927, the Town of South Miami officially became the City of South Miami and a new Charter was approved.

In 1933, the original six square miles of South Miami were reduced to just over three square miles due to an effort to reduce municipal responsibilities. The City's size was reduced again in 1937, and many of the northern City residents sued to get out of the City. This is why the City of South Miami has the most irregular boundaries of any City in Miami-Dade County today.

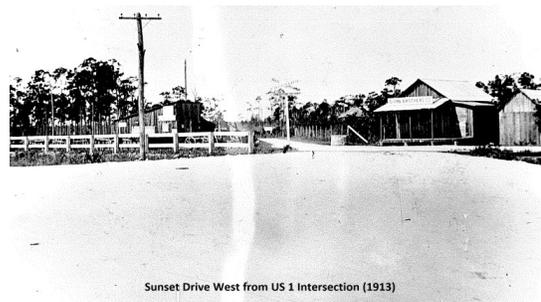
In 1935, the first bus franchise for the City streets was granted and the Sylva Martin Building, later named in honor of the City Clerk for 30 years, was constructed. In 1937 the tax roll for the entire City was \$614,282 (less \$106,492 in Homestead exemptions). In the 1940's the population of South Miami was 2600 and African Americans represented 50 percent of the population.



In 1946, Consumers Water Company was given the right-of-way to lay pipes so that water would be available for the Fuchs Bakery, later to become Holsum Bakery. Fuchs Park, located at US1 and 80th St, was named after the founder of the bakery, Charles Fuchs, a German immigrant.

On February 22nd, 1960 South Miami Hospital officially opened its doors just off US1 and 62nd Ave. The 100-bed building included a pharmacy, emergency room, cafeteria, private offices, an X-ray department and laboratory. Today South Miami Hospital has over 440 beds and over 17,000 admissions each year.

Growing urbanization was booming in the 70's and 80's. After 48 years, the Holsum Bakery outgrew their home on Red Road and US1 and moved to Medley. The Bakery Centre was developed in its place and Metrorail was being built. In 1983 South Miami was the only station on the route that had a viable downtown area in the proximity to the station.



The City Commission established the South Miami Community Redevelopment Agency in September 1997. The goals of the Agency are to achieve meaningful physical improvement while providing economic development tools and other means of achieving long-term community sustainability.

In 2001 the City of South Miami was awarded the All-America City Award, which is given by the National Civic League annually to ten cities in the United States. This award is the oldest community recognition program in the nation and recognizes communities whose citizens' work together to identify and tackle community-wide challenges and achieve uncommon results.



Through all these years, the City of South Miami preserved its hometown feel and the residents are proud to call it - The City of Pleasant Living.



COMPREHENSIVE PLANNING

Comprehensive planning is a term that describes the process for determining community goals and aspirations for growth and development. The outcome is called the Comprehensive Plan, which provides the principles, guidelines, standards and strategies for the orderly and balanced future economic, social, physical, environmental, and fiscal development of the community. In Florida, comprehensive planning is directed by Chapter 163, Part II of the Florida Statute (F.S.), which provides that each local government has the power and responsibility to plan for their future development and growth. Comprehensive Plans provide goals, objectives and policies that guide future decisions in a consistent manner, and describe how the local government's programs, activities and land development regulations will be initiated, modified, or continued to implement the Plan in a consistent manner. Plans are typically based on at least a ten-year planning period and are reviewed at least every seven years to ensure consistency with the current state legislation.

Comprehensive Plan Elements

The City's adopted Comprehensive Plan consists of the following eight elements, in accordance with Chapter 163, F. S.:

Future Land Use Element

The Future Land Use Element provides a strategic framework for the spatial growth and development within the City by determining the physical use of space. Included in the Element is the official Future Land Use Map (FLUM) which graphically depicts the assignment of different land uses (e.g., single-family residential or commercial) to the individual properties.

The Difference Between Land Use and Zoning

Future Land Use designations indicate the intended use category and development density for a particular area. Zoning Districts more specifically define allowable uses and contain the design and development guidelines for these intended uses. Although there are various Zoning Districts which may be allowed within a particular Future Land Use designation, no Zoning District can be allowed for an area if it conflicts with the Future Land Use designation for that area.

Transportation Element

The Transportation Element is designed to address mobility issues in relationship to the size and character of the city. The intent is to provide for a safe, convenient multi-modal transportation system that is coordinated with the Future Land Use Map.



Housing Element

The Housing Element provides guidance to the City in developing appropriate plans and regulations to meet existing and projected demand in the housing inventory for all current and future residents; eliminating substandard conditions; and supporting energy efficiency for new and existing housing.

Infrastructure Element

The Infrastructure Element addresses the current and future public infrastructure (sanitary sewer, solid waste, drainage, and potable water) needs of the City to ensure public health, safety and quality of life.

Conservation Element

Policies and activities aimed at reducing water pollution, retaining natural areas and features, supporting water conservation efforts, accommodating the use of Low Impact Development, and supporting the expansion of the use of solar energy systems are set forth in the Conservation Element.

Recreation and Open Space Element

The Recreation and Open Space Element provides for a comprehensive system of public and private sites for recreation including, but not limited to, parks and playgrounds, community centers, greenways and trails.

Intergovernmental Coordination Element

Coordination and communication procedures for resolving issues of mutual interest with other local governmental entities, which may arise from the implementation of the Comprehensive Plan, is the purpose of the Intergovernmental Coordination Element.

Capital Improvement Element

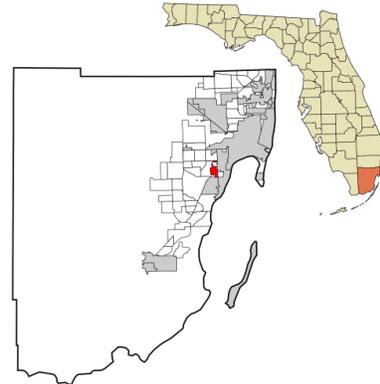
The Capital Improvement Element reinforces the linkage between the City's Capital Improvement Program and the facilities needed to implement the goals of the Comprehensive Plan.

The City Commission adopted an updated Comprehensive Plan in compliance with the State statute in 2018. Periodically, amendments to the goals or the Future Land Use Map are adopted to support changing conditions or specific development projects within the city.



**CITY OVERVIEW
BASED ON THE 2010 CENSUS**

Quick Facts 2010 Census	
Population:	11,657
State:	Florida
Metro Area:	Miami-Fort Lauderdale-Miami Beach Metro Area
County:	Miami-Dade County
City:	South Miami



As per Bureau of Economic and Business Research (BEBR) at UF, the City Population for FY 2021 is 12,965. This is the number which will be used for State Revenue Sharing calculations.

Category	Number			% in Total Population			% Change 2000-2010		
	Total	Male	Female	Total	Male	Female	Total	Male	Female
Total	11,657	5,721	5,936	100	49.08	50.92	8.53	10.68	6.53
Median Age	36.7	34.8	38.7	N/A	N/A	N/A	N/A	N/A	N/A
• 16 and Over	9,579	4,643	4,936	82.17	39.83	42.34	N/A	N/A	N/A
• 18 and Over	9,303	4,499	4,804	79.81	38.59	41.21	12.07	14.13	10.21
• 21 and Over	8,622	4,167	4,455	73.96	35.75	38.22	8.15	N/A	N/A
• 62 and Over	1,851	780	1,071	15.88	6.69	9.19	7.18	N/A	N/A
• 65 and Over	1,520	621	899	13.04	5.33	7.71	3.83	9.91	0

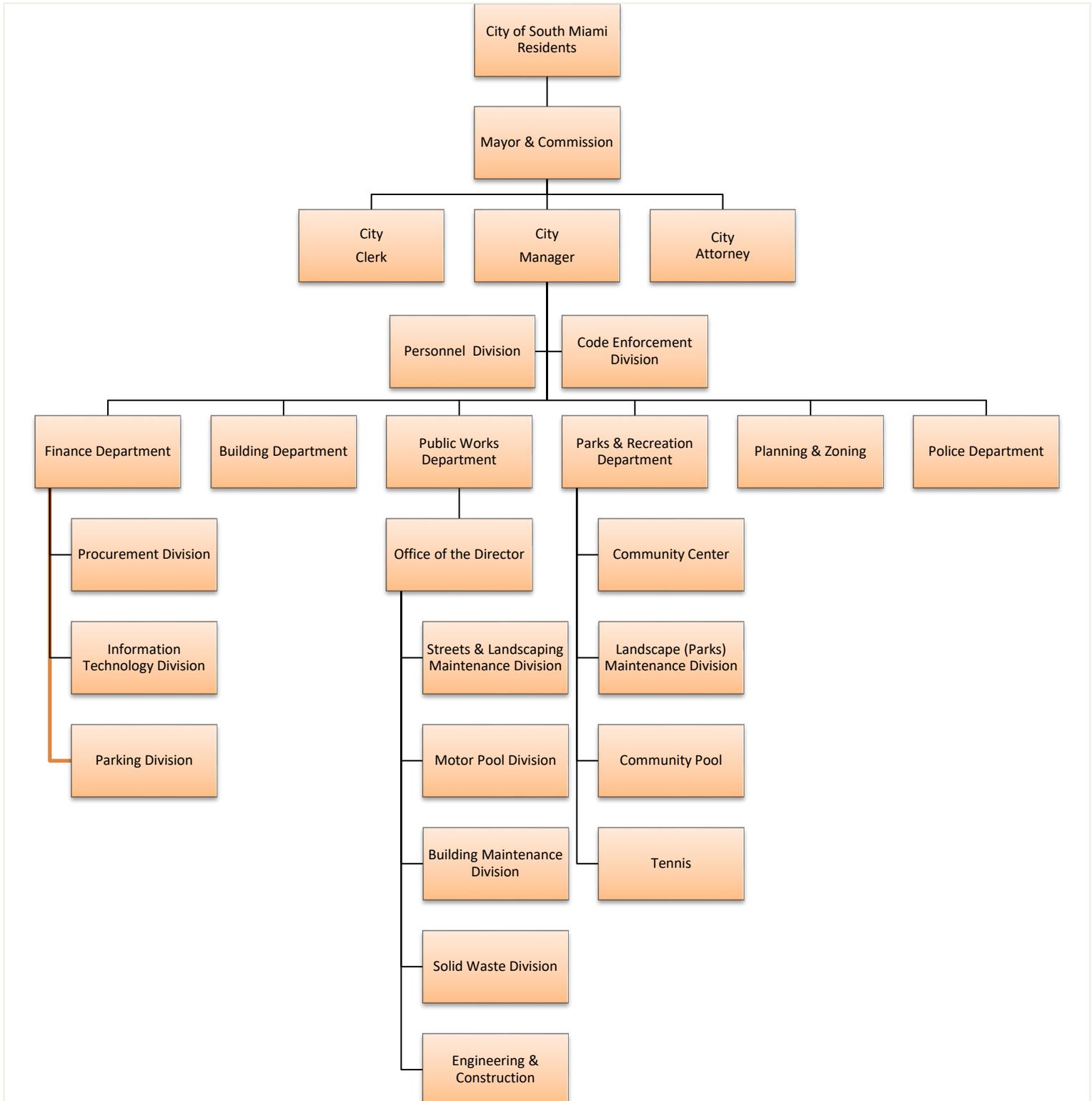
Category	Number	% in Total	
		Housing Units	% Change 2000-2010
Total housing units	5,174	100	16.09
Total: Occupied housing units	4,699	90.82	9.25
Owner-occupied housing units	2,573	49.73	-3.74
Renter-occupied housing units	2,126	41.09	30.59
Population in occupied housing units: Owner-occupied housing units	7,052		
Population in occupied housing units: Renter-occupied housing units	4,507		
Occupied housing units Average household size: Owner-occupied	2.7		
Occupied housing units Average household size: Renter-occupied	2.1		

Average household size 2.46
Average family size 3.16

Information provided above was obtained at <http://www.ledgerdata.com/census/florida/south-miami-city/67550>



CITY OF SOUTH MIAMI ORGANIZATIONAL CHART





POSITIONS BY DEPARTMENT/DIVISION

POSITIONS BY DEPARTMENT		BUDGETED FY 2017	BUDGETED FY 2018	BUDGETED FY 2019	BUDGETED FY 2020	ADOPTED FY 2021
CITY CLERK						
Full Time	City Clerk	1	1	1	1	1
	Deputy Clerk II	1	1	1	1	1
	Deputy Clerk	1	1	1	1	1
	City Clerk Total	3	3	3	3	3
CITY MANAGER						
Full Time	City Manager	1	1	1	1	1
	Deputy City Manager	1	1	1	1	0
	Assistant City Manager	0	0	0	0	1
	Executive Administrative Asst.	1	1	1	1	1
	City Manager's Office Total	3	3	3	3	3
PROCUREMENT DIVISION						
Full Time	Chief Procurement Officer	1	1	1	1	1
	Procurement Specialist	1	1	1	1	1
	Procurement Total	2	2	2	2	2
PERSONNEL DIVISION						
Full Time	Personnel Manager	1	1	1	1	0
	Payroll & Benefits Administrator	1	1	1	1	1
	Full Time Total	2	2	2	2	1
Part time	Office Support	1	0	0	0	0
	Part Time Total	1	0	0	0	0
	Personnel Total	3	2	2	2	1
FINANCE DEPARTMENT						
Full Time	Chief Financial Officer	1	1	1	1	1
	Chief Administrative Officer	1	1	1	1	1
	Senior Accountant	1	1	1	1	1
	Junior Accountant	2	2	2	2	0
	Accounts Payable Technician	0	0	0	0	1
	Accounts Receivable Technician	0	0	0	0	1
	Full Time Total	5	5	5	5	5
Part Time	Office Support	1	1	1	1	0
	Part Time Total	1	1	1	1	0
	Finance Total	6	6	6	6	5
BUILDING DEPARTMENT						
Full Time	Building Official/Director	1	1	1	1	1
	Chief Building Inspector	1	1	1	1	0
	Permits Coordinator	2	2	2	2	2
	Full Time Total	4	4	4	4	3
Part Time	Chief Mechanical Inspector	1	1	1	1	1
	Chief Electrical Inspector	1	1	1	1	1
	Chief Plumbing Inspector	1	1	1	1	1
	Chief Structural Inspector	1	1	1	1	1
	Chief Building Inspector	0	0	0	0	1
	Part Time Total	4	4	4	4	5
	Building Total	8	8	8	8	8



POSITIONS BY DEPARTMENT		BUDGETED FY 2017	BUDGETED FY 2018	BUDGETED FY 2019	BUDGETED FY 2020	ADOPTED FY 2021
PLANNING DEPARTMENT						
Full Time	Planning Director	1	1	1	1	1
	Sr. Planner/Zoning Admin	2	2	2	2	2
	Grants Coordinator	1	1	1	1	0
	Office Support	1	1	1	1	1
	<i>Planning Total</i>	5	5	5	5	4
CODE ENFORCEMENT						
Full Time	Senior Code Enforcement Officer	1	1	1	1	1
	Code Enforcement Officers I/II	1	1	1	1	1
	Code Enforcement Officers I	1	1	1	1	1
	Local Business Tax Comp Officer	1	1	1	1	1
	<i>Full Time Total</i>	4	4	4	4	4
Part Time	Office Support	1	0	0	0	0
	<i>Part Time Total</i>	1	0	0	0	0
	<i>Code Enforcement Total</i>	5	4	4	4	4
PW - BUILDING MAINTENANCE						
Full Time	Lead Worker II	1	1	1	1	1
	Maintenance Worker II	1	1	1	1	1
	<i>PW - Bldg Maint Total</i>	2	2	2	2	2
PW - SOLID WASTE						
Full Time	Garbage Collection					
	Heavy Equip Operator (1 Funded by SW)	6	7	7	7	4
	Lead Worker II	1	1	1	1	1
	Sanitation Crane Operator	0	0	0	0	2
	Trash Collection					
	Waste Collection Driver	3	2	2	2	2
	<i>PW- Solid Waste Total</i>	10	10	10	10	9
PW - STREETS						
Full Time	Superintendent of Maintenance	1	1	1	1	1
	Lead Worker II	0	1	0	0	1
	Maintenance Worker I	3	2	2	2	1
	Maintenance Worker II	3	3	4	4	2
	Waste Collection Driver	0	0	0	0	0
	<i>PW-Streets Total</i>	7	7	7	7	5
PW - MOTOR POOL						
Full Time	Motor Pool Supervisor	1	1	1	1	1
	Auto Mechanic	2	2	2	2	2
	<i>PW - Motor Pool Total</i>	3	3	3	3	3
PW - OFFICE OF DIRECTOR						
Full Time	Public Works Director	1	1	1	1	0
	Administrative Assistant	1	0	0	0	0
	Office Support	1	2	2	2	2
	<i>PW - Office of Director Total</i>	3	3	3	3	2
PW - ENG & CONST						
Full Time	Project Manager	1	1	1	1	1
	Associate Project Engineer	1	1	1	1	1
	<i>PW - Engineering & Const. Total</i>	2	2	2	2	2



POSITIONS BY DEPARTMENT		BUDGETED FY 2017	BUDGETED FY 2018	BUDGETED FY 2019	BUDGETED FY 2020	ADOPTED FY 2021
POLICE DEPARTMENT						
Full Time	SWORN					
	Chief of Police	1	1	1	1	1
	Assistant Chief of Police	1	1	1	1	1
	Majors	0	0	0	0	0
	Captains	2	2	2	2	2
	Lieutenants	3	3	3	3	4
	Sergeants	7	7	7	7	6
	Officers/Detectives	37	37	37	37	37
	Training Officer	1	1	1	1	1
	CIVILIAN EMPLOYEES					
	Department Head Secretary	1	1	1	1	0
	Administrative Assistant	1	1	1	1	1
	Communications Manager	1	1	1	1	1
	Communications Officers	6	6	6	6	5
	Police Total	61	61	61	61	59
PARKS & REC DEPARTMENT						
Full Time	Parks & Recreation Director	1	1	1	1	1
	Asst. Parks & Rec Director	1	1	1	1	1
	Administrative Assistant	1	1	1	1	1
	Special Events Coordinator	1	1	1	1	1
	Senior Site Manager	1	1	1	1	1
	Community Outreach Coordinator	0	0	0	0	1
	Parks & Recreation Total	5	5	5	5	6
LANDSCAPE MAINTENANCE						
Full Time	Parks Superintendent	1	1	1	1	1
	Lead Worker	1	1	1	1	0
	Maintenance Worker I	2	0	0	1	1
	Maintenance Worker II	1	1	1	1	1
	Maintenance Worker III	1	0	0	0	0
	Landscape Maint Total	6	3	3	4	3
COMMUNITY CENTER						
Full Time	Recreation Supervisor II	2	2	2	2	2
	Recreation Leader	3	3	3	3	3
	Full Time Total	5	5	5	5	5
Part Time	Recreation Leader (PT)	3	3	3	3	3
	Recreation Aide (PT)	11	11	11	11	10
	Instructors	4	3	3	3	2
	Summer Recreation Aide Seasonal (PT)	8	8	8	8	7
	Part Time Total	26	25	25	25	22
	Community Center Total	31	30	30	30	27
COMMUNITY POOL						
Part Time	Lifeguard II	1	1	1	1	1
	Life Guard	4	4	4	4	4
	Community Pool Total	5	5	5	5	5



POSITIONS BY DEPARTMENT		BUDGETED FY 2017	BUDGETED FY 2018	BUDGETED FY 2019	BUDGETED FY 2020	ADOPTED FY 2021
TENNIS						
Full Time	Tennis Operations Supervisor	1	1	1	1	1
	Maintenance Worker 1	1	1	1	0	0
<i>Full Time Total</i>		2	2	2	1	1
Part Time	Recreation Aide (PT)	3	3	3	3	3
	Maintenance Worker 1	0	0	0	1	1
<i>Part Time Total</i>		3	3	3	4	4
Tennis Total		5	5	5	5	5
TOTAL						
Full Time Total		134	131	131	131	122
Part Time Total		41	38	38	39	36
Grand Total		175	169	169	170	158



**CAPITAL IMPROVEMENT PROGRAM
5-YEAR PLAN**

In an effort to comply with Florida Statute 163.3177 required and optional elements of Comprehensive Plan, the Capital Improvements Element must be reviewed on an annual basis and modified as necessary in accordance with s. 163.3187 or s. 163.3189 in order to maintain a financially feasible 5-year schedule of capital improvements. The City of South Miami Capital Budget is updated annually as part of the budgeting process. Capital improvement projects are defined as projects that are self-contained and that will usually be constructed or purchased as a unit.

The City of South Miami uses Government Accounting Standards Board (GASB) 34 Guidance in defining capital assets and depreciation.

Governmental Entities with Revenues between \$10 and \$100 million

Item	Tracking and Inventory	Capitalize and Depreciate
Land	\$1	Capitalize only
Land Improvements	\$1	\$25,000
Building	\$1	\$50,000
Building Improvements	\$1	\$50,000
Construction in Progress	\$1	Capitalize only
Machinery and Equipment	\$1,000	\$5,000
Vehicle	\$1,000	\$5,000
Infrastructure	\$50,000	\$250,000
Intangibles	N/A	\$25,000

A Capital Improvement generally includes only those items constructed or purchased that have a useful life extending beyond a five (5) year period following their acquisition or purchase. Normally, Capital Improvements involve a cost in excess of \$5,000 or involve the acquisition or disposal of land regardless of cost. Minor recurring annual expense items, including routine maintenance and repairs, excluded. All projects that are financed from bond funds are included. Similarly, preliminary engineering studies for such infrastructure improvements as the design of improvements are generally itemized as capital expenditure items due to their significant cost and impact of the Capital Improvement Program.



CAPITAL IMPROVEMENT PROGRAM 5-YEAR PLAN								
PROJECT DESCRIPTION	SOURCE	FY 20	Estimated Expenses FY20	FY 21	FY 22	FY 23	FY 24	FY 25
TRAFFIC CALMING								
Traffic calming Devices for area bounded by SW 64 St / SW 65 TR / SW 65 Ave / SW 67 Ave (Design / Construction)	PTP	40,000	15,000					
Traffic calming Road reduction at SW 69th St and SW 63 CT and Roundabout at SW 69 St and SW 63rd Ave (Construction)	PTP	130,000	156,868					
Traffic calming Devices for SW 78th St west of SW 62 Ave	PTP	40,000						
Miscellaneous Traffic Calming	CIP	25,000	98,450					
	PTP			250,000				
ROADWAY & DRAINAGE IMPROVEMENTS								
Citywide Drainage Improvements 62 place @ 58 SW 58th Ct between SW 73rd ST and SW 74th ST	SWDTF	100,000	20,000	100,000	50,000	50,000	50,000	50,000
SW 61 AV between SW 74 ST & SW 76 ST	SWDTF			50,000				
ROAD INFRASTRUCTURE								
South Miami Intermodal Transportation Plan - Contingency	PTP	50,000		10,000	50,000	50,000	50,000	50,000
Road Infrastructure Improvement	GOB				500,000			
SW 64 ST Bike Lane and Road Improvements (SW 57 AVE to SW 62 AVE)	CDBG	354,916	294,916					
	PTP	50,000	250,000					
62 AVE Design and Roadway Reconstruction (US#1 to SW 80 ST), including Sidewalk improvement between SW 78 ST to SW 80 ST	TAP	480,000	480,000					
	SWDTF	20,000	20,000					
	PTP	40,000	40,000					
Citywide Sidewalk Repairs	PTP	40,000	39,999	50,000	50,000	55,000	60,000	65,000
Citywide Street Improvements / Resurfacing	PTP	50,000	23,717	50,000	55,000	60,000	65,000	75,000
	LOGT	100,000		100,000	105,000	110,000	115,000	125,000
Road Resurfacing - SW 73rd St (57 CT to 58 Ave)	PTP	20,000	5,450					
Road Resurfacing - SW 61 Ave (59ST to 60 TR)	PTP	20,000	17,683					
Road Resurfacing - SW 58th AVE (84ST to 87ST)	PTP	25,000	5,477					
Road Resurfacing - SW 87th ST (59 AVE to 60 AVE)	PTP	15,000	21,311					
Road Resurfacing - SW 84th ST (60 AVE to 62 AVE)	PTP	20,000	20,573					
Road Resurfacing - SW 84th ST (57 AVE to 59 AVE)	PTP	15,000	45,133					
Road Resurfacing - SW 59TH AVE (83 ST to 84 ST)	PTP	12,500	6,625					
Road Resurfacing - SW 59TH AVE (80 ST to 81 ST)	PTP	15,000	0					
Road Resurfacing - SW 60TH AVE (81 ST to 82 ST)	PTP	20,000	8,912					
Road Resurfacing - SW 58TH CT (78 ST to 80 ST)	PTP	15,000	17,332					
Road Resurfacing - SW 77TH TR (57 AVE to 59 AVE)	PTP			20,000				
Road Resurfacing - SW 78TH ST (58 AVE to 62 AVE)	PTP			25,000				
Road Resurfacing - SW 67TH CT (79 ST to 80 ST)	PTP			12,500				
Road Resurfacing - SW 75TH TR (67 AVE to 68 AVE)	PTP			12,500				
Road Resurfacing - SW 74 ST (67 AVE to 68 AVE)	PTP			12,500				
Road Resurfacing - SW 67th CT North of SW 74th ST	PTP			12,500				
Road Resurfacing - SW 62ND CT (64 ST to 68 ST)	PTP			20,000				
Road Resurfacing - SW 61 TR (65 AVE to 67 AVE)	PTP			15,000				



PROJECT DESCRIPTION	SOURCE	FY 20	Estimated Expenses FY20	FY 21	FY 22	FY 23	FY 24	FY 25
Road Resurfacing - SW 61 ST (65 AVE to 67 AVE)	PTP			15,000				
Road Resurfacing SW 62nd TERR East of SW 67th AVE	PTP			15,000				
Road Resurfacing SW 62 St (59 CT to 62 AVE)	PTP			20,000				
Road Resurfacing SW 58 St (60 AVE to 62 AVE)	PTP			12,500				
Road Resurfacing SW 52 TR (65 AVE to 67 AVE)	PTP			12,500				
Road Resurfacing SW 49 TR west of SW 65 Ave	PTP			27,500				
Road Resurfacing SW 43 ST west of SW 62 CT	PTP			12,500				
Road Resurfacing SW 64 PL north of SW 56 ST	PTP			15,000				
Citywide Neighborhood Greenways Sharrows and signs	PTP	100,000	100,000		100,000			
	CIP		71,812					
PARKS								
Citywide Parks Improvement - Miscellaneous	CIP	50,000	34,873	50,000	50,000	50,000	50,000	50,000
Citywide Parks Master Plan - Improvements	CIP	50,000	30,360	50,000	50,000	50,000	50,000	50,000
Citywide ADA Transition Plan - Improvements	CIP	50,000	8,300	50,000	50,000	50,000	50,000	50,000
Citywide Park Playground PIP Rubber Surface [Dante Fascell (3), Fuchs (1), Murray (1), & Palmer (1)]	CIP	200,000	241,700					
All America: Natural Play Elements	CIP			25,000				
Dante & Brewer Park: Non-Motorized Boat Launch	FRDAP				200,000			
	CIP				50,000			
Dante Fascell Park: Tennis Court and Parking Lights	CIP	250,000	250,000					
Dante Fascell Park: 2 additional Tennis Courts	CIP	50,000		50,000	200,000			
Dante Fascell Park: Lights for Tennis Expansion (2 courts)	CIP				150,000			
Dante Fascell Park - Tennis Court Resurfacing	CIP				80,000			
Dante Fascell building - DESIGN	CIP			100,000				
Dog Park: K9 Artificial Turf	CIP			50,000				
Fuchs Park: Lake Perimeter Asphalt Trail Design & Construction (Phase I - FY 2020)	CIP	200,000	200,000	140,000				
	PFIF			60,000				
Fuchs Park: New Picnic Pavilion	CIP				50,000			
GB Community Center - Insulation Study	CIP	25,000						
Murray Park: Replace Ball Field Fencing	CIP				65,000			
Marshall Williamson Park - Sidewalks & Park Infrastructure & Landscape Improvements	CIP			50,000				
	CRA	50,000						
	CDBG	100,000	26,321	123,679				
Palmer Park: Laser-Grade Fields	CIP	35,000	35,000	35,000	35,000	35,000	35,000	35,000
South Miami Park: Restroom w/ Concession Stand Building (design)	CIP		15,000					
South Miami Park: Restroom w/ Concession Stand Building (construction)	CIP				750,000			
South Miami Park Playground and Fitness Outdoor Equipment	CIP			150,000				
New Park Improvements 7435 SW 66 Ave (Phase I Design FY-20 / Phase II Construction FY-21)	CIP		25,400	150,000	100,000	100,000	100,000	100,000
Misc. Park Furniture	CIP	5,000		5,000	5,000	5,000	5,000	5,000



PROJECT DESCRIPTION	SOURCE	FY 20	Estimated Expenses FY20	FY 21	FY 22	FY 23	FY 24	FY 25
FLEET REPLACEMENT								
Police Vehicles and Equipment	CIP	350,000	350,000	245,000	380,000	380,000	380,000	380,000
Police Rescue Vehicle	LEFTF	50,000						
Trash Truck	CIP			120,000				
Garbage Truck (Replace 2004 Vehicle)	CIP	295,000	309,984					
Trash Crane (Replace 2006 Vehicle)	CIP	180,000	181,715					
F150 Vehicle for Public Works Operations	CIP	30,000	30,000					
F150 Vehicle for Public Works Construction & Engineering	CIP	30,000	0					
Passenger Van for Parks & Recreation Dept.	CIP				30,000			
Courtpac Roller 24" Model (tennis) for Parks & Recreation	CIP	5,000	5,000					
Tractor vehicle for Parks & Recreation	CIP				20,000			
CITY FACILITIES								
Gibson Bethel CC - New Roof	CIP				150,000			
Mobley Building Replacement	CIP		50,000					
City Hall - New Roof	CIP			100,000				
Police Department Air Conditioning	CIP							
City Hall Air Conditioning	CIP	15,000	11,440					
MISCELLANEOUS								
Citywide Water & Sewer Upgrades - Design & Construction	GOB	250,000		1,174,058				
	CIP		81,850					
Citywide Directional Street Signs Replacement	PTP	30,000	7,625	10,000				
Pedestrian Bridge Study Over US#1 between SW 57th Ave & SW 72nd St Feasibility Study	PTP				500,000			
	FDOT				1,000,000			
	DEV				1,750,000			
	PED			433,000	300,000			
Citywide Landscaping Program	TTF	20,000		25,000	50,000	50,000	50,000	50,000
84th Street Median Improvement between SW 57 Ave to 62 Ave	PTP			25,000				
Dante Fascell Art in the Park - Sculptures	CIP		63,647					
City Welcome Signs Dante Fascell	CIP	250,000		250,000				
City Welcome Sign Small Prototype	CIP			100,000				
Manor Lane Roadway & Sidewalk	PTP							
	CIP	175,000	3,190					
New Pay Stations	CIP	50,000	20,000		50,000	50,000	500,000	50,000
Citywide Striping	PTP	20,000	8,000	20,000	20,000	20,000	20,000	20,000
Landscape Sunset Dr (US 1 to SW 69th Ave)	LOGT	150,000	150,000					
	CIP	200,000	150,000					
Backup Batteries for all solar panels	CIP			25,000				
Solar for Public Works Building	CIP	55,000	85,000					
Solar for Community center	CIP			100,000				
Solar for Pool	CIP	25,000	55,000					
Solar for City Hall	CIP			75,000				



PROJECT DESCRIPTION	SOURCE	FY 20	Estimated Expenses FY20	FY 21	FY 22	FY 23	FY 24	FY 25
Downtown Improvements - Sunset Dr between US#1 and SW 57th	SWDTF	100,000						
	CIP			45,000	500,000			
	PTP	300,000						
Holiday Lighting	CIP	50,000	22,577	50,000				
Downtown parking signs	CIP	100,000	11,090	50,000				
Sidewalk Design & Construction SW 64th St (62-67 Ave) North side	PTP			100,000				
Girl Scout Fence and invasive removal & Parking Lot	CIP			100,000				
TOTAL CAPITAL IMPROVEMENTS BY YEAR		5,592,416	4,222,330	5,015,737	7,525,000	1,115,000	1,580,000	1,155,000



CAPITAL IMPROVEMENT PLAN FUND SUMMARY

CODE	SOURCE OF FUNDS	FY 20	Estimated Expenses FY20	FY 21	FY 22	FY 23	FY 24	FY 25
CIP	Capital Improvement Fund	2,750,000	2,441,338	2,165,000	2,765,000	720,000	1,170,000	720,000
CDBG	Comm. Development Block Grant	454,916	321,237	123,679	0	0	0	0
FRDAP	FL Recreation Dev. Assistance Program	0	0	0	200,000	0	0	0
GOB	MDC General Obligation Bond	250,000	0	1,174,058	500,000	0	0	0
LEFTF	Law Enforcement Forfeiture Trust Fund	50,000	0	0	0	0	0	0
LOGT	Local Option Gas Tax	250,000	150,000	100,000	105,000	110,000	115,000	125,000
PTP	People Transportation Plan	1,067,500	789,705	785,000	775,000	185,000	195,000	210,000
CRA	Community Redevelopment Agency	50,000	0	0	0	0	0	0
SWDTF	Stormwater Drain Trust Fund	220,000	40,000	150,000	80,000	50,000	50,000	50,000
TAP	Transportation Alternatives Program (FDOT grant)	480,000	480,000	0	0	0	0	0
FDOT	Pedestrian Bridge	0	0	0	1,000,000	0	0	0
TMDL	Total Maximum Daily Load - FDEP Water Quality Grant	0	0	0	0	0	0	0
TTF	Tree Trust Fund	20,000	0	25,000	50,000	50,000	50,000	50,000
DEV	Developer Contributions	0	0	0	1,750,000	0	0	0
PED	Pedestrian Crossing Acq. Dev. Ops. & Maint. Trust Fund	0	0	433,000	300,000	0	0	0
PFIF	Park Impact fund	0	0	60,000	0	0	0	0
TOTAL CIP BY YEAR		5,592,416	4,222,330	5,015,737	7,525,000	1,115,000	1,580,000	1,155,000



CAPITAL IMPROVEMENT PROGRAM DESCRIPTIONS

Fiscal Year 2020/2021

TRAFFIC CALMING

Traffic Studies & Traffic Calming Devices:

A consultant was hired to evaluate Citywide traffic concerns from residents on speeding and cut through traffic in City neighborhoods. The study will develop data and propose concepts whose major goals are to improve the City's resident quality of life and negative impacts of motor vehicles. The Citywide process will also enable the public involvement and study recommendations will be assembled in a written report identifying the City traffic circulation issues and the alternatives which can minimize the impacts. The projects as a result of the traffic study will provide traffic calming measures to encourage slower traffic speeds, thereby reducing the timesaving benefit of cutting through on the neighborhood streets, enhancing safety for pedestrians and bicyclists and quality of life.



DRAINAGE IMPROVEMENTS



Drainage Improvements at SW 62nd Pl & 58th and SW 61st Ave between SW 74th and 76th St:

Potential flooding areas were identified and prioritized in the Stormwater Master Plan (SMP). The study identifies locations in the City to design and construct drainage improvements. These areas will be addressed in phases, by level of priority, as reported in the SMP and other reported areas will be evaluated and prioritize for improvements.

Citywide Drainage Cleaning:

A citywide drainage cleaning will be established to include the inlets, manholes, slab covered trenches and drainage lines.



ROAD INFRASTRUCTURE

Citywide Sidewalk Repairs:

An extensive inspection of sidewalks was conducted to identify cracks or broken sidewalks. Repairs will be scheduled along most of the sidewalks throughout the City.



Citywide Street Improvements / Resurfacing Program:

The purpose of this program is to maintain all City-owned paved streets at a serviceable level. The scope includes resurfacing, restoration and rehabilitation of existing streets on an as-need basis, as a result extending the life of the existing pavements.



PARKS

Citywide Parks Improvements – Miscellaneous

Miscellaneous improvements include unforeseen projects that occur within the fiscal year, such as park amenity and furniture replacement, tree removal or replacement, facility repairs and upgrades, emergency improvements, and new capital improvement initiatives.

Citywide Parks Master Plan – Improvements

The Master Plan was prepared in response to the desire of the City's inspired leadership and the residents of South Miami to have an outstanding program of recreation and park facilities for themselves and future generations as the City continues to mature over the next ten years. This account is intended to address improvements needed immediately at existing parks as

outlined in the City's Parks and Recreation Master Plan and Appendix, improve the park service area coverage throughout the City, and increase the park land acreage surplus in anticipation of future park land requirements.

Citywide ADA Transition Plan Improvements

Title II of the Americans with Disabilities Act (ADA) covers programs, activities, services and facilities of public entities such as the City of South Miami's park system. By way of the ADA transition plan, the purpose of this fund account is to address barrier removal solutions that will facilitate access opportunities for all individuals. This account focuses on the built infrastructure of the city's park system and its outdoor recreation facilities to address physical accessibility improvements.

All America Park: Natural Play Elements

This project consists of design and construction of a natural play space, featuring elements that encourage climbing and balancing activities which promotes children social and motor skills. The ideal is to provide a space that blends in with the park's passive nature experience and where kids can have fun in a safe environment.



Dante Fascell Park – Additional Tennis Court(s) Feasibility Study Plan

The purpose of this project is to conduct a feasibility study to determine the need for 2, 3, or 4 new outdoor clay tennis courts at Dante Fascell Park. The plan will include but is not limited to site analysis of existing conditions, operational cost analysis, conceptual designs, cost of planning including direct construction costs and project soft costs.

Dante Fascell Park – New Building Design

A new facility is needed at the park. This project entails hiring a professional consultant to design and prepare necessary construction drawings for an improved facility that can accommodate general parkgoers, tennis players, afterschool and camp participants and staff.



Dog Park – Artificial Turf

This project consists of installation of artificial turf which is low-maintenance, and cleaner—and more aesthetically pleasing—than the existing sod which requires year-round maintenance.

Fuchs Park – Lake Perimeter Asphalt

This project entails construction of a new asphalt pathway around the existing pond and removal of Australian pine trees along pond perimeter. Improvements within this project shall be in accordance with the American with Disabilities Act (ADA) including providing access to the existing pavilion, restroom facilities, and lakeside benches. This engagement will help bring the city's park system one step closer to making our community more livable and accessible for everyone, as well as provide opportunities for physical activity to improve fitness and mental health.

Marshall Williamson Park – Park Infrastructure & Landscape Improvements

The City has applied for and received a block grant to assist in funding a slate of park infrastructure and landscape improvements to Marshall Williamson Park aimed at enhancing park services and increasing safety through the incorporation of *Crime Prevention Through Environmental Design* principles. The scope of work for the project includes the installation of a blue-light call box, installation of security cameras, sidewalk improvements, and other park infrastructure improvements.

Palmer Park – Softball/Baseball Field Maintenance & Renovation

Project includes but is not limited to complete renovation of baseball fields, including baseball lip removal, reconditioning the infield clay, infield skin repair and laser grading; pitcher's mound, new plates and circle repairs; turf and misc. fence repairs, and repair drainage issues.

FLEET REPLACEMENT

Police Vehicles and Equipment

The program consists of the replacement of older Police vehicles. Older vehicles will be decommissioned and placed for public auction. The Police Department proposes to replace six vehicles.



Public Works Vehicle Fleet Replacement

The Public Works Department will be purchasing one trash truck



CITY FACILITIES

New Roof at City Hall

The current City Hall Roof is approximately eighteen (18) years old and exhibits leaks throughout where it is necessary to replace the roof in its entirety.

MISCELLANEOUS

Citywide Water & Sewer Upgrades

The master plan identifies some properties currently not connected to the MDWASD system and therefore, as part of this program would have to install water meters and open new accounts with MDWASD. Design and Construction drawings will be prepared for the water main extension and installation of new water meter services as recommended in the City of South Miami Sanitary Sewer Master Plan dated November 17, 2016.

Citywide Replacement of Directional Street Signs & Posts

This is the ongoing effort throughout the City to maintain and replace the new street name sign and post.



Pedestrian Bridge Study Over US#1 between SW 57th Ave & SW 72nd St (Design)



The preferred alternative located at the intersection of US-1 and SW 71st Street was based upon the findings of the pedestrian study and after several meetings with Miami-Dade County Department of Transportation and Public Works (MDC-DTPW) Transit Division and the Florida Department of Transportation District 6. Design will proceed to achieve a safe, elevated route for non-drivers to travel between the Northwest and Southeast sides of US-1, thus providing greater connectivity and promoting pedestrian safety.

SW 84th Street Median Improvement between SW 57th to SW 62nd Avenue

A study will be conducted to provide preliminary recommendations on median improvements.

City Welcome Signs

South Miami will deploy welcome signs which will be placed throughout the City. The signs are to be installed at the entryways for the City and will include a gateway monument sign to be placed at Dante Fascell Park and prototype signs to be implemented at various City entry sites.

Citywide Striping

Striping will be performed throughout the City as required.

Solar for Community Center and City Hall

The City will solicit for a Design-Build firm to provide turnkey services for the design, permitting, supply and installation of rooftop grid-tied photovoltaic systems and related materials at the Community Center and City Hall building by a licensed solar installer for commercial properties.

Downtown Improvement on Sunset Drive between US-1 and SW 57th Ave:

The design will include the improvements to the irrigation and lighting system together with the landscape beautification of Sunset Drive (72nd Street) between US-1 and 57th Ave and minor traffic operational improvements.



GENERAL FUND BUDGET



FY 2020-2021 GENERAL FUND REVENUES

ACCT NO.	ACCOUNT CLASSIFICATION	ACTUAL FY 17/18	ACTUAL FY 18/19	BUDGET FY 19/20	ESTIMATE FY 19/20	ADOPTED FY 20/21	
TAXES							
0010000	3111000	AD VALOREM TAXES	6,642,566	7,060,147	7,369,151	7,369,151	8,468,764
0010000	3112000	AD VALOREM DELINQUENT	22,335	48,956	33,826	33,826	33,826
0010000	3112100	INTEREST	4,074	6,391	544	544	0
0010000	3121000	LOCAL OPTION TAXES	201,423	193,967	186,357	186,357	111,814
0010000	3141000	UTILITY TAX-ELECTRIC	1,403,971	1,439,567	1,390,804	1,390,804	1,400,000
0010000	3144000	UTILITY TAX - GAS	73,581	31,242	51,511	30,000	31,711
0010000	3149000	UTILITY TAX - OTHER	225,572	245,992	211,196	238,000	238,000
0010000	3150000	UNIFIED COMM SERVICES TAX	473,001	453,205	431,408	431,408	258,845
0010000	3161000	LOCAL BUSINESS RENEWALS	568,359	565,807	575,000	581,092	525,000
0010000	3162000	LOCAL BUSINESS TAX NEW	98,448	91,008	105,000	105,000	52,000
0010000	3162100	BUSINESS TAX TRANSFER FEES	2,525	2,647	2,500	1,500	1,500
0010000	3163000	LOBBYIST REGISTRATION FEE	17,500	24,000	15,000	15,000	15,000
TOTAL TAXES			9,733,355	10,162,929	10,372,297	10,382,682	11,136,460
PERMIT, FEES AND SPECIAL ASSESMENTS							
0010000	3221000	BUILDING PERMITS	838,043	637,925	850,000	1,200,000	1,279,000
0010000	3221500	PUBLIC WORKS PERMITS	19,892	26,132	25,000	27,000	25,000
0010000	3231000	ELECTRICITY	1,044,842	1,055,945	1,264,922	1,055,000	1,055,000
0010000	3234000	GAS	0	39,713	35,704	43,062	35,000
0010000	3293000	GARAGE SALES	580	1,022	256	500	500
TOTAL FRANCHISE FEES			1,903,357	1,760,737	2,175,882	2,325,562	2,394,500
INTERGOVERNMENTAL REVENUE							
0010000	3301000	INTERGOVERNMENTAL REVENUE	18,068	0	0	0	0
0010000	3351012	STATE REVENUE SHARING	423,207	423,588	405,479	350,265	243,287
0010000	3351015	ALCOHOLIC BEVERAGE LICENS	13,774	16,784	15,553	16,000	16,000
0010000	3351018	LOCAL GOVT 1/2 C SALES TX	1,014,974	1,004,957	974,201	970,000	584,521
0010000	3382000	COUNTY LOCAL BUSINESS TAX	14,568	18,923	15,460	15,460	15,460
TOTAL INTERGOVERNMENTAL REVENUE			1,484,591	1,464,252	1,410,693	1,351,725	859,268
CHARGES FOR SERVICES							
0010000	3412000	ZONING HEARING FEES	51,550	18,700	41,252	25,000	25,000
0010000	3413000	ENVIRON REVW & PRESVT BRD	45,085	48,790	41,200	30,000	30,000
0010000	3413001	LIEN SEARCH FEES	11,915	16,190	15,000	17,000	15,000
0010000	3413002	SPECIAL EVENTS	3,720	4,750	3,390	3,700	3,500
0010000	3414000	MICROFILM SALES	1,254	1,588	1,335	1,000	1,000
0010000	3419010	BLDG & ZON REINSPECT FEES	0	350	300	200	150
0010000	3419030	CERT OF USE/OCCUPANCY	18,450	19,900	23,000	19,000	18,000
0010000	3419040	CODE ENFORCEMENT FINES	69,765	61,554	95,481	40,000	40,000
0010000	3419051	BACKGROUND NOTARY&COPIES	19,880	19,050	21,335	14,000	17,000
0010000	3421010	POLICE SERVICES	60,766	37,112	38,360	45,000	40,000
0010000	3421021	TOWING ADMIN FEE	3,720	3,090	5,558	3,000	3,000
0010000	3421025	SCHL CRSNG GRDS- CTY REIM	28,953	25,139	25,000	25,000	25,000
0010000	3434100	SOLID WASTE CHARGES	26,941	33,261	35,000	25,000	28,000
0010000	3434200	PRIVATE HAULERS PERMIT FEE	663,397	645,910	641,215	650,000	650,000



ACCT NO.	ACCOUNT CLASSIFICATION	ACTUAL FY 17/18	ACTUAL FY 18/19	BUDGET FY 19/20	ESTIMATE FY 19/20	ADOPTED FY 20/21	
0010000	3445100	PARKING PERMITS	115,333	125,836	115,776	90,000	115,776
0010000	3445200	PARKING METERS FRANCHISE	1,780,717	1,827,524	1,778,925	1,200,000	1,400,000
0010000	3445210	VALET PARKING	18,268	18,150	19,000	11,025	0
0010000	3445220	PARKING FUND REVENUE	17,013	9,656	15,000	0	0
0010000	3445300	PARKING VIOLATIONS	660,792	628,856	784,881	684,881	700,000
0010000	3472620	TENNIS COURT FEES	428,662	419,240	475,000	300,000	509,452
0010000	3472630	RECREATION PROGRAM FEES	73,296	91,021	47,591	30,000	48,000
0010000	3472631	MULTIPURPOSE CNTR-RENTAL	20,796	17,168	18,682	14,000	19,000
0010000	3472632	MEMBERSHIP	19,843	22,442	15,625	8,000	16,000
0010000	3472635	REC FEES/MURRAY PARK POOL	14,535	18,280	15,600	6,000	16,000
0010000	3472650	S MIAMI PARK SOCCER	40,000	41,036	40,000	40,000	44,000
0010000	3472660	CONCESSION STANDS	3,080	3,255	3,200	3,200	3,000
TOTAL CHARGES FOR SERVICES			4,197,731	4,157,848	4,316,706	3,285,006	3,766,878
FINES AND FORFEITS							
0010000	3511200	METRO COURT FINES	86,008	87,036	65,012	65,012	70,000
0010000	3511210	RED LIGHT CAMERAS	376,427	342,859	480,000	350,000	350,000
0010000	3540000	VIOLATIONS LOCAL ORDINANCES	36,094	20,862	48,778	16,000	20,000
0010000	3541000	BURGLAR ALARM FINES	31,909	27,927	32,101	15,000	30,000
0010000	3541050	ALARM REGISTRATION CHG	36,900	35,300	31,490	31,490	32,000
TOTAL FINES AND FORFEITS			567,338	513,984	657,381	477,502	502,000
MISCELLANEOUS REVENUES							
0010000	3612000	INTEREST INCOME	178,362	227,104	102,495	193,000	193,000
0010000	3621100	PARKING GARAGE RENT	71,152	58,234	65,907	55,000	55,000
0010000	3622000	FASCELL PARK	27,820	24,442	25,890	13,000	26,000
0010000	3623000	BUS BENCH ADS	15,252	13,392	17,378	18,048	18,000
0010000	3625000	RENT C.A.A.	15,540	50,091	28,653	28,653	29,226
0010000	3627500	SOUTH MIAMI MIDDLE SCHOOL	21,818	22,320	22,571	22,655	23,063
0010000	3629000	PALMER PARK RENTALS	21,908	24,216	26,443	15,000	27,000
0010000	3669000	HOSPITAL LANDSCAPE REVENU	5,875	4,754	10,285	10,285	7,337
0010000	3669100	DONATION	29,349	31,883	0	7,050	0
0010000	3695000	REIMB WORKERS COMP.	4,238	346	0	0	0
0010000	3695400	REIMBT-PUB WORKS LABOR	11,780	24,842	0	9,405	0
0010000	3697000	GAIN/LOSS ON ASSET SALE	26,453	4,876	0	1,200	0
0010000	3699201	MISC. OTHERS	108,262	61,940	23,064	40,000	23,064
0010000	3699225	SUNSET DR MTCE-FDOT REIMB	3,980	3,980	4,063	4,063	4,100
0010000	3699250	INSURANCE CLAIMS RECOVERY	131,792	68,710	0	15,116	0
0010000	3699501	SECTION 185 STATE CONTRIB	110,419	107,843	115,000	107,843	115,000
TOTAL MISCELLANEOUS REVENUES			784,000	728,973	441,749	540,318	520,790
TOTAL GENERAL FUND			18,670,372	18,788,723	19,374,708	18,362,795	19,179,896
TOTAL OTHER FINANCIAL SOURCES							
0010000	3811000	CONTRIB FROM OTHER FUNDS	25,000	25,000	14,555	14,555	0
0010000	3811500	TRANSFER WATER/SEWER FUND	150,000	150,000	150,000	150,000	150,000
0010000	3811700	TRANSFER FROM CRA	109,465	110,965	1,185,086	1,568,419	0
TOTAL OTHER FINANCIAL SOURCES			284,465	285,965	1,349,641	1,732,974	150,000

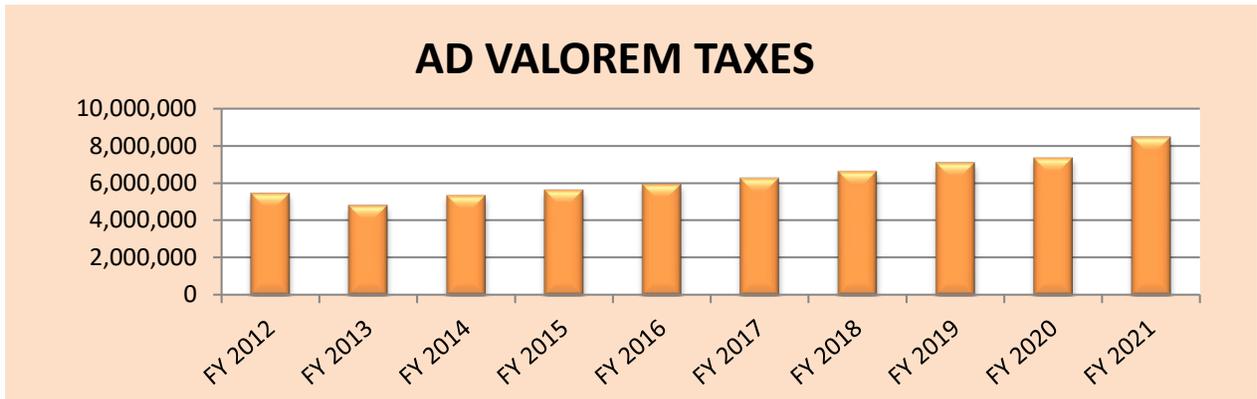


REVENUE PROJECTION RATIONALE

AD VALOREM TAXES

311.1000 Ad Valorem Taxes Current - Ad Valorem or property taxes are authorized by Chapter 166, Florida Statutes. The Florida Constitution limits local governments to a maximum of 10 mills of Ad Valorem taxation. The amount of revenue is based on the tax rate multiplied by the assessed value of the City, which is provided by the County Property Appraisal Department. The amount is then budgeted at 95% of its gross value to allow for prompt payment discounts and other adjustments in accordance with Florida Statutes.

The Miami-Dade County Property Appraiser certified the Taxable Value within the City of South Miami at \$2,073,136,890. This valuation represents a 4.33% increase from the FY 2019-2020 level of \$1,987,072,238. The estimated revenue amount is calculated using the adopted City tax rate of 4.3000.



311.2000 Ad Valorem Delinquent - This revenue source is derived by those taxpayers who do not pay their taxes by March 31 of any given year. On average the total revenue received in this category is minimal when compared to the total Ad Valorem taxes collected.

Below is a provided schedule related to when property taxes are due by the property owners:

- Taxpayers receive a 4% discount for Ad Valorem payments received by November 30
- December 31st is 3%
- January 31st is 2%
- February 28th 1%
- Taxes become delinquent if not paid by March 31st
- The tax sale commences on or before June 1st

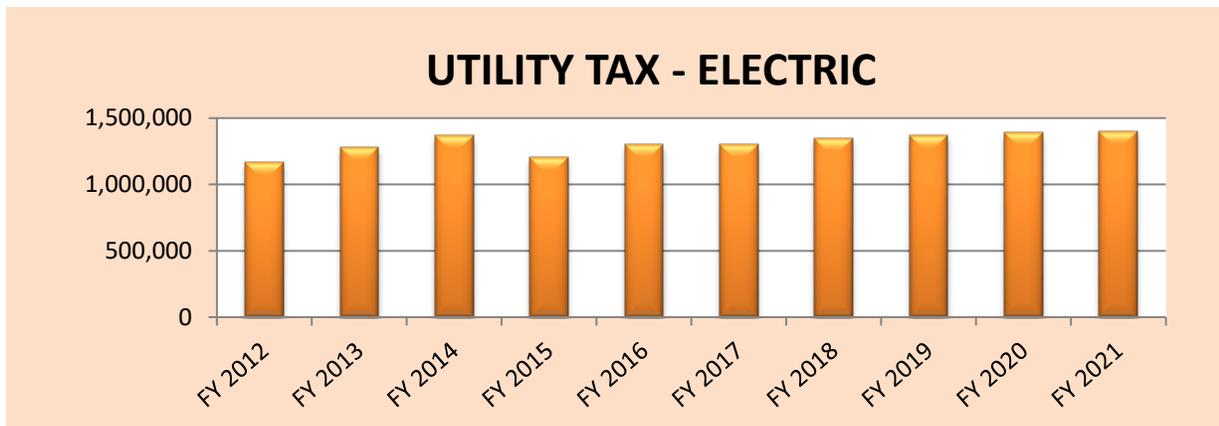
The City normally receives two distributions of Ad Valorem Tax Revenues in November and two distributions in December and then after monthly. After the tax certificate sale is completed in



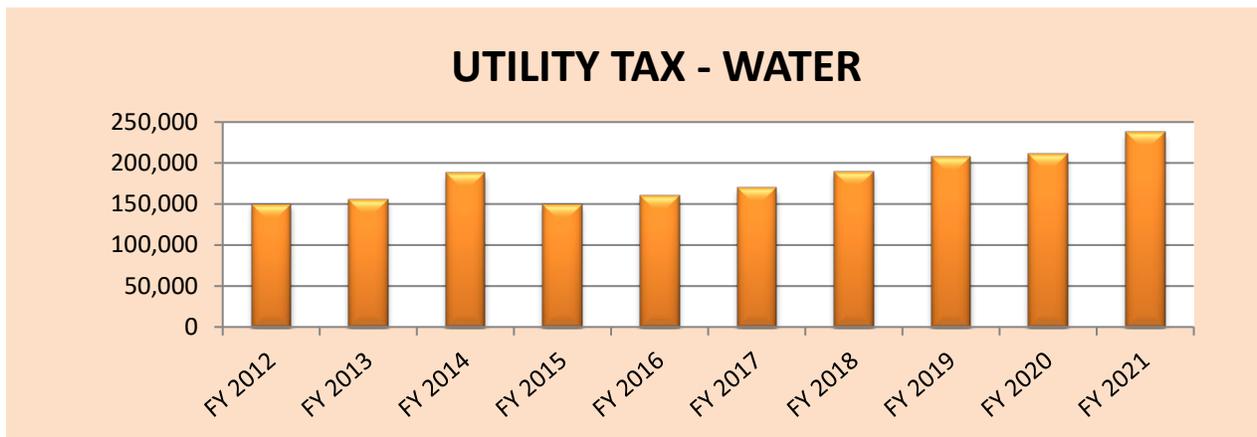
June and that distribution is made in approximately July, very little Ad Valorem revenue is collected until main tax season commences again in November.

UTILITY TAXES

314.1000 Utility Tax-Electric - Section 166.231(1) (A), Florida Statutes, authorizes a city to collect Public Service or Utility Taxes. The City previously established by Ordinance 21-85-1238 utility taxes in the amount of 10% on payments received by the seller of electricity. The City enacted an Ordinance, which mirrored the County’s utility tax levies of 10%.

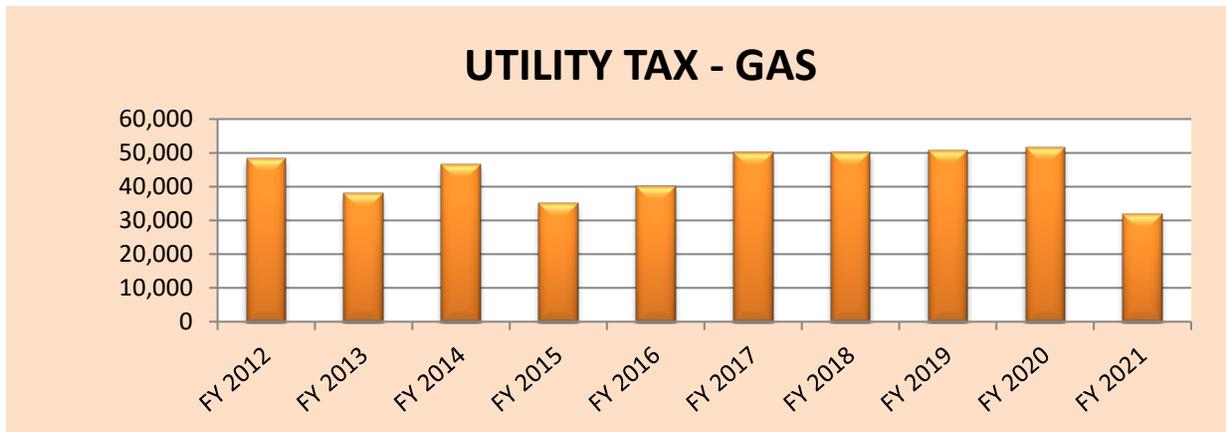


314.9000 Utility Tax-Water - Section 166.231(1) (A), Florida Statutes, authorizes a City to collect Public Service or Utility Taxes. The City has established by Ordinance 21-85-1238 utility taxes in the amount of 10% on payments received by the seller of water.



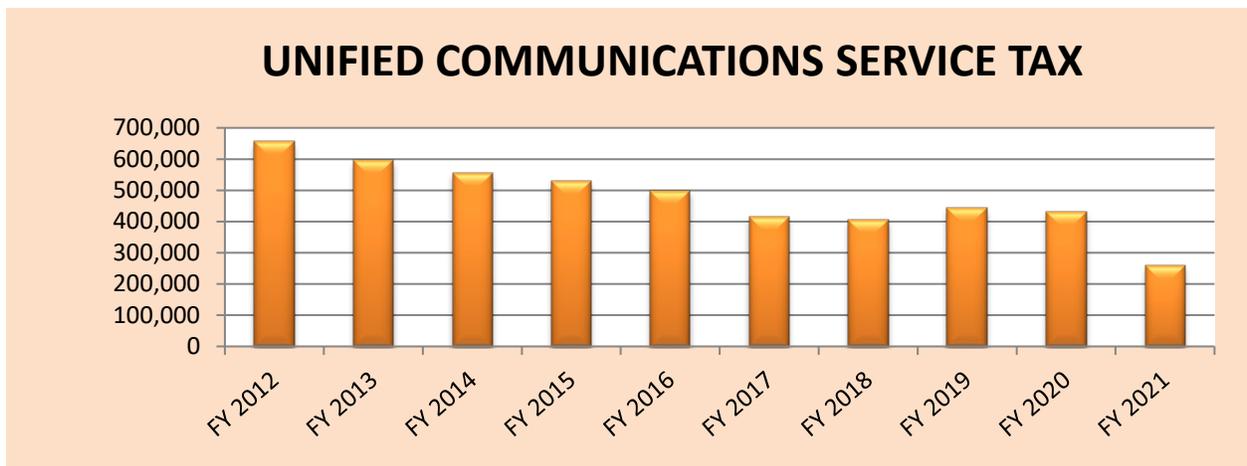


314.4000 Utility Tax-Gas - Section 166.231(1) (A), Florida Statutes, authorizes a City to collect Public Service or Utility Taxes. The City has established by Ordinance 21-85-1238 utility taxes in the amount of 10% on payments received by the seller of gas.



COMMUNICATION TAXES

315.0000 Communication Services Tax - Utility taxes and franchise fees on communication services, including telephone service and cable television. It is important to note, the tax is applied only to land based telephone lines and as people continue eliminating these landlines and using portable phones as their primary form of communication, revenues from this tax will continue to diminish. These taxes are collected and distributed by the State of Florida.





LICENSES AND PERMITS

316.1000 Local Business Tax Receipts - Pursuant to Chapter 205, Florida Statutes, counties and municipalities are authorized to levy a local business tax, formerly called an occupational license tax, which was first authorized in Florida in 1869. As part of the levy, each local government establishes categories of professions, occupations, and businesses, and then imposes a tax on each designated category. Revenues in this category are generated by the annual renewal of local business tax receipts.

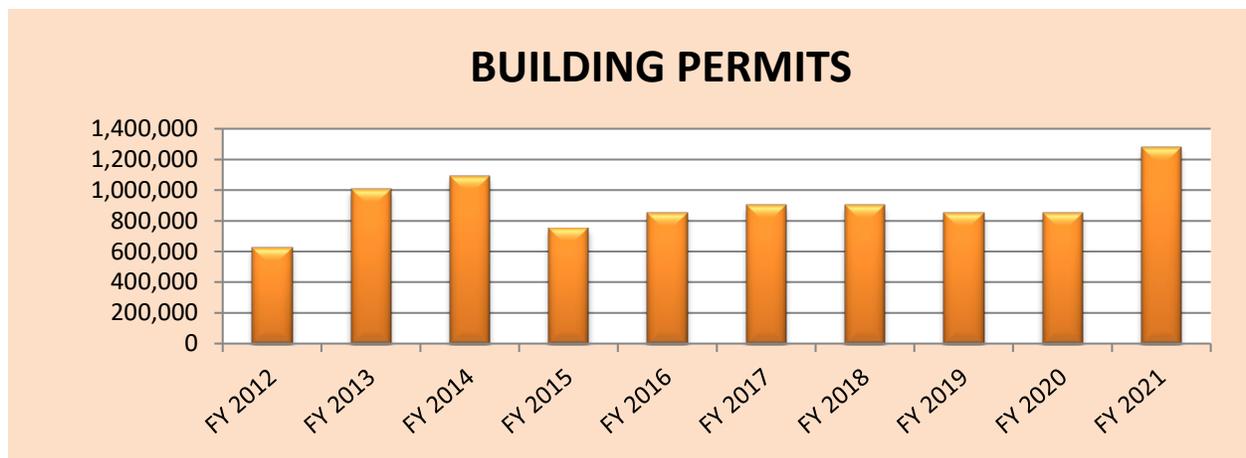
316.2000 Local Business Tax Receipts-New - Pursuant to Chapter 205, Florida Statutes, counties and municipalities are authorized to levy a local business tax, formerly called occupational license taxes, which was first authorized in Florida in 1869. As part of the levy, each local government establishes categories of professions, occupations, and businesses, and then imposes a tax on each designated category. The fee paid by new businesses in order to obtain a local business tax receipt generates revenues in this category.

316.2100 Business Tax Transfer – Revenues generated from businesses moving from location to another within the City boundaries.

316.3000 Lobbyist Registration Fee - Revenues in this category are generated by the registration fees that must be paid by lobbyists.

PERMIT, FEES AND SPECIAL ASSESMENTS

322.1000 Building Permits - Permits must be issued to any individual or business who performs construction work within the corporate limits of the City. These permits are issued for construction, such as plumbing, electrical, structural, mechanical, etc. City Ordinance sets the fees.





As per Florida Statute 553.80, the City may provide a schedule of reasonable fees, for enforcing the Florida Building Code. These fees, and any fines or investment earnings related to the fees, shall be used solely for carrying out the local government's responsibilities in enforcing the Florida Building Code. When providing a schedule of reasonable fees, the total estimated annual revenue derived from fees, and the fines and investment earnings related to the fees, may not exceed the total estimated annual costs of allowable activities, taking into account direct and reasonable indirect costs. Any unexpended balances shall be carried forward to future years for allowable activities or shall be refunded at the discretion of the local government.

The City uses two different methods to calculate direct and reasonable indirect expenses for carrying out the City's responsibilities in enforcing the Florida Building Code. First method is to apply 3%, which is the City's Building Department's full-time personnel percentage, to the overall FY budget, excluding the Building Department's estimated expenses, which are considered a direct expense, and adding those two amounts to determine the actual amount to enforce the Florida Building Code for that particular fiscal year.

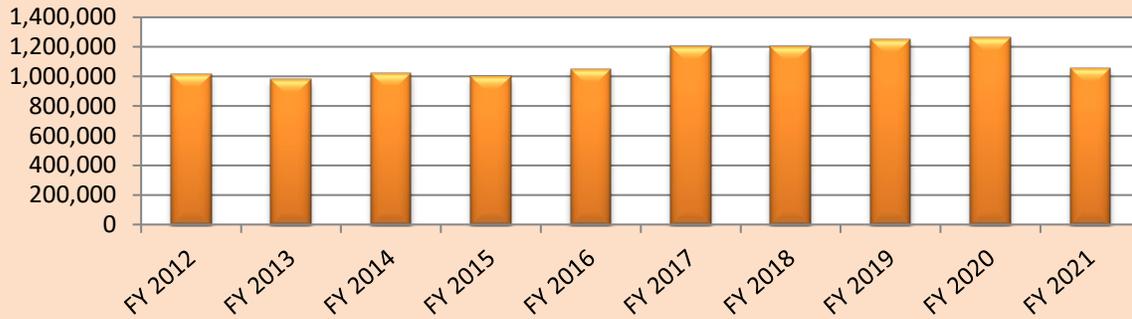
The second method is taking into account the departments which are involved in helping the Building Department in enforcing the Florida Building Code (City Clerk, City Manager, Finance, Human Resources, etc.), eleven departments and divisions and applying 1/12 (8.3%) to the overall expenses of the eleven Department/Divisions in addition to the Building Department, which is considered a direct expense.

Under both methods, the City expects revenues to exceed the estimated direct and indirect expenses for FY 2021; which will help replenish the general fund losses from the previous fiscal years, hence no surplus amount is available to carry-forward or refund.

Lastly, the Building Department represents 2.4% of the City's overall proposed budgeted expenses for FY 2020-2021, which is in-line with the reasonable indirect expenses being calculated to enforce the Florida Building Code as provided in FS. 553.80.

323.1000 Franchise Fee-Electric - A city may charge electric companies for the use of its rights-of-way per Florida Statutes 166.021 and 337.401. The City of South Miami currently has a franchise agreement with FPL.

ELECTRICITY FRANCHISE FEE



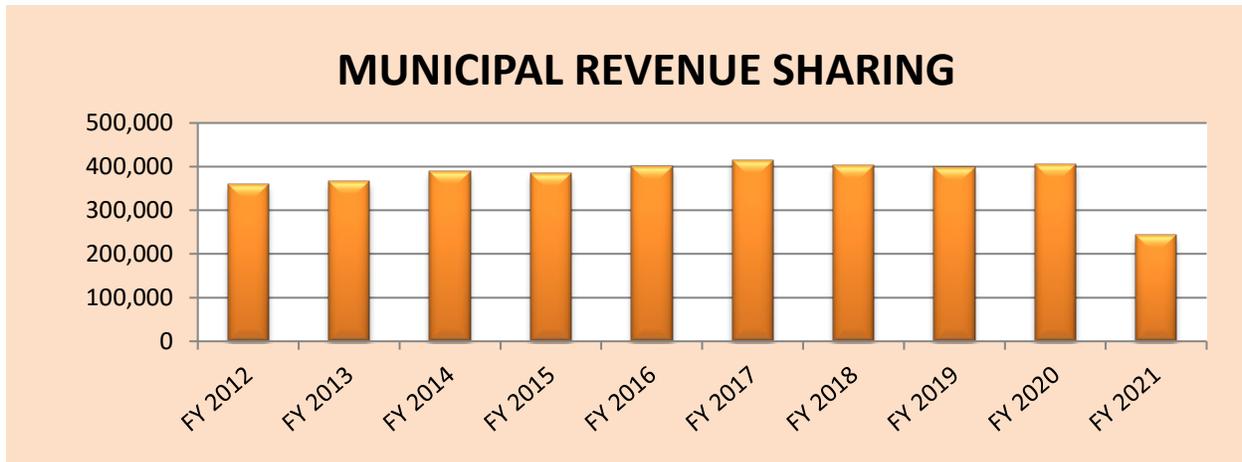
323.4000 Franchise Fee-Gas - A city may charge gas companies for the use of its rights-of-way per Florida Statutes 166.021 and 337.401. It is standard practice to enact a 6% fee on gross revenues. The amount projected is based on historical collections.

329.1000 Penalties on Local Business Tax Receipts - Revenues in this category are generated by the collection of late fees on Local Business Tax Receipts.

329.3000 Garage Sales Permit - Revenues in this item are generated when a resident of the City pays the required fee for a garage sale permit.

INTERGOVERNMENTAL REVENUE

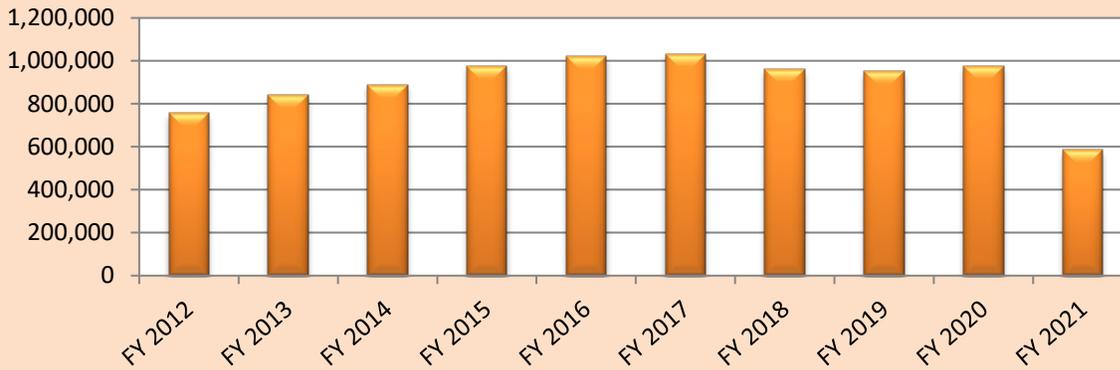
335.1012 Municipal Revenue Sharing - The Florida Revenue Sharing Act of 1972, codified as Part II of Chapter 218, Florida Statutes, was an attempt by the Florida Legislature to ensure a minimum level of revenue parity across municipalities and counties. Provisions in the enacting legislation created separate revenue sharing trust funds for municipalities and counties. The current Municipal Revenue Sharing Trust Fund includes three sources for municipalities: 1.3409 percent of net sales and use tax collections, the state-levied one-cent municipal gas tax collections, and 12.5 percent of the state alternative fuel user decal fee collections. The amount budgeted is based on actual collections in the current fiscal year and the current state of the economy.



335.1015 Beverage License - Various alcoholic beverage license taxes are levied on manufacturers, distributors, vendors, and sales agents of alcoholic beverages in Florida. The tax is administered, collected, enforced, and distributed back to the local governments by the Division of Alcoholic Beverages and Tobacco within the Florida Department of Business and Professional Regulation. Proceeds from the license tax fees are deposited into the Alcoholic Beverage and Tobacco Trust Fund, which is subject to the 7.3-percent general revenue service charge. From the alcoholic beverage license tax proceeds collected within an incorporated municipality, 38 percent is returned to the appropriate municipality.

335.1018 Half-Cent Sales Tax - Authorized in 1982, the program generates the largest amount of revenue for local governments among the state-shared revenue sources currently authorized by the Legislature. It distributes a portion of state sales tax revenue via three separate distributions to eligible county or municipal governments. This revenue source represents one-half of the revenue generated by the additional 1% sales tax, which is distributed to counties, and cities based on a per capita formula. The amount budgeted is based on actual collections for the current fiscal year which is provided by the State.

LOCAL GOVERNMENT HALF-CENT SALES TAX



312.1000 Local Option Gas Tax - This tax is levied at the rate of 6 cents per gallon on motor fuel. It is collected by the Florida Department of Revenue and remitted monthly to counties and cities throughout the state. The amount budgeted is based on actual collections for the current fiscal year which is provided by the State.

LOCAL OPTION FUEL TAX



COUNTY REVENUE

338.2000 Share of Local Business Tax - All businesses in the City must pay a County Business Tax in addition to the City's Business Tax to operate a business within the County's corporate limits. A portion of the County's similarly levied tax revenues are remitted to the City.

GENERAL CHARGES

341.2000 Zoning Hearing Fees - Revenues for this item are generated by administrative fees for Variances, Special Use/Special Exceptions, LDC Text amendments, Comprehensive Plan amendments, PUD/Minor changes, Waiver of Plat and Plat applications.



341.3000 Environmental Review and Preservation Board Fee - Revenue generated by Planning and Zoning Department's ERPB Hearing fees, banners over public streets, outdoor dining/seating permits, signs, tree removal permits. Also including in this category are closing of public rights-of-way, waiver of right-of-way improvements, zoning/land use verification letter, site plan review and inspections, appeal of ERPB decision, temporary storage units (POD) and pole banners.

341.3001 Lien Search Fees – Fees collected for lien search requests to the City.

341.3002 Special Events – Revenue for special events application fees.

341.4000 Microfilm Sales - Request for microfilm research and microfilm copies from the Planning Department.

341.9010 Building and Zoning Re-inspection Fees – A fee is charged for re-inspections in every area where permits are required. Re-inspection is defined as any trip made in addition to those specifically named on the Building Permit job card or any trip made as the result of condemned or disapproved work, calling for inspections prior to the work being ready for inspection and additional trips made because access to structure isn't provided.

341.9030 Certificate of Occupancy - Revenues generated by approval of new construction.

341.9040 Code Enforcement Fines - Revenues in this category are generated when the owner of a property within the corporate limits of the City violates a City code.

341.9051 Background Notary and Copies – Fees collected for Background checks, notary services and copies.

PUBLIC SAFETY

342.1010 Police Services Agreement - This amount represents the amount to be paid by residents and business for off-duty police. The amount represents the cost of the City providing officers pursuant to off-duty arrangements.

342.1021 Towing Admin. Fee – The City receives a surcharge from the designated Tow provider for services rendered on behalf of the City for scofflaw violations, or Police determined derelict vehicles.

342.1025 School Crossing Guards – The City collects from the county shared revenues based on the traffic and parking citation revenues using a per capita formula. The School Crossing Guard program is required by the State.

PHYSICAL CHARGES



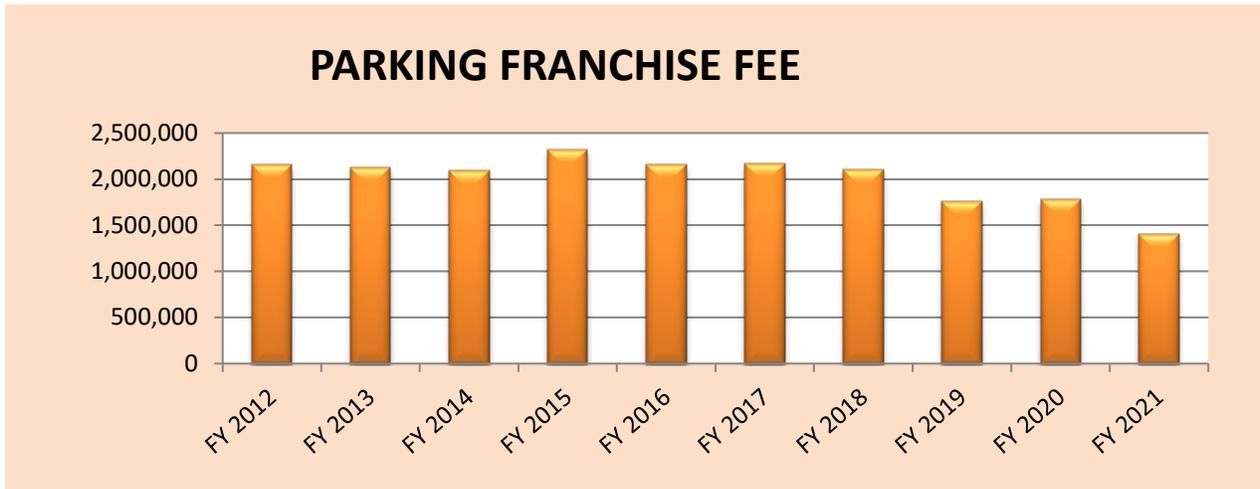
343.4100 Solid Waste Charges – Revenues generated from residents which have trash in excess of the allowable amount per cubic yard and the annual charge for having an extra garbage container.

343.4200 Haulers Permit Fees - Revenue generated by franchise fees from private haulers (garbage collection) operating within the City limits.

PARKING REVENUE

344.5100 Permits - Revenue generated by the sales of monthly parking permits.

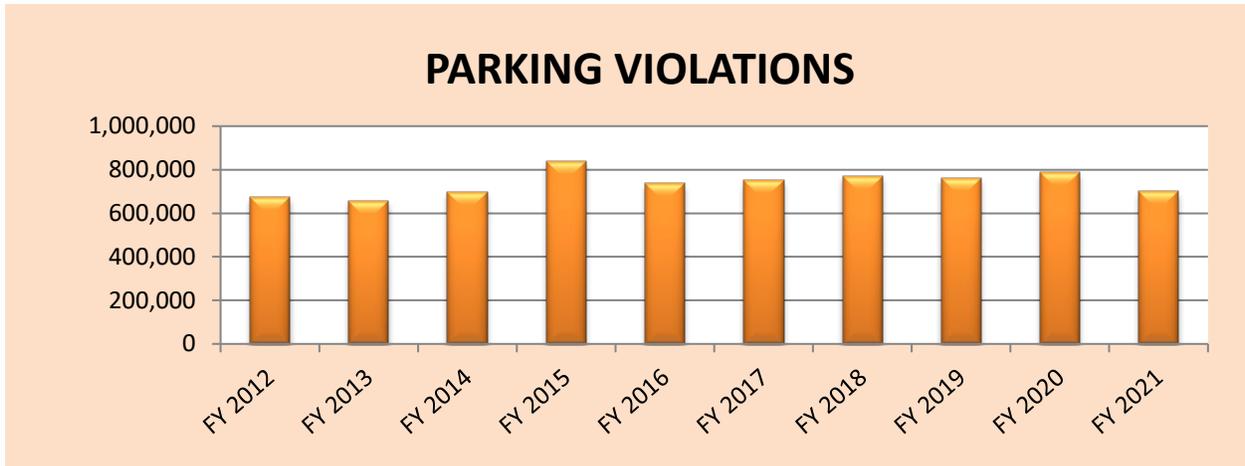
344.5200 Meter Franchise Fees - Revenue generated from the rental of metered parking spaces.



344.5210 Valet Parking – Companies which operate a valet parking with the City are required to pay a fee and the cost of any meter parking spaces which are needed to conduct their activities.

344.5220 Parking Fund Revenue – The Commission in FY 2020 eliminated the annual fee of one thousand dollars (\$1,000.00), per space, which increased by five (5) percent annually and would be paid into the Parking Fund. The Commission now requires that businesses purchase monthly parking decals for the number of spaces that are required to meet the minimum number of off-street spaces for their business. This line item excludes the businesses in the Hometown District, which are no longer required to meet any parking minimums.

344.5300 Parking Violations – The City of South Miami Parking Division enforces parking violations, including handicap violations, safety violations and customers that are parked and not paid.



RECREATION FEES

347.2620 Tennis Court Fees – The City operates that Dante Fascell Tennis program in-house and the fees collected from the program are accounted for in this line-item.

347.2630 Recreation Fees - Registration fees for after school programs, summer, and spring and one day camps. Also, included in this category is revenue from sports such as basketball, t-ball, and track and travel baseball.

347.2631 Multipurpose Center-Rental – Rental fees from the Community Center

347.2632 Multipurpose Center-Membership - Fitness Center membership and Boot Camp fees.

347.2650 S. Miami Park-Rental – Revenues generated from rental fees associated with the South Miami Park, including the soccer program franchise fee.

347.2660 Concession Sales - Vending machine revenue and the flat fee amount collected for the lease of the Palmer Park Concession stand.

FINES AND FORFEITURES

351.1200 Metro Court Fines - The City receives a portion of the revenues resulting from traffic enforcement activities located within the City’s boundaries. The revenue projection is based on current actual revenues received for traffic enforcement for the period.

351.1210 Red Light Cameras – The City receives a portion of the revenues resulting from the Red-Light Cameras located within the City’s boundaries.

354.1000 Burglar Alarm Fines - Revenues generated when the Police Department responds to false alarm calls. While there is no charge for the first false alarm, there is a charge of \$50 for the



second false alarm, \$100 for the third, \$150 for the fourth, \$200 for the fifth, and sixth or more false alarms the fee is \$200 per occurrence. Furthermore, this line item accounts for penalties for non-registered alarms.

354.1050 Alarm Registration Fees - Revenues are generated by the one-time residential alarm registration and annual alarm registration amount for businesses.

INTEREST INCOME

361.2000 Interest Income - Investment practices are maintained to allow for 100% of available funds to be invested at all times. Determining factors in forecasting revenue for this line item are the anticipated interest rate and pooled dollars available for investment.

RENTAL

362.1100 RENT-Parking Garage – As part of the Municipal Parking Garage Operators Agreement, MRP Properties the operator of the Municipal Garage, is required to pay the City a monthly payment of \$6,333 and 12.5% of certain revenue sources which combined exceed \$150,000 on a yearly basis.

362.2000 RENT-Dante Fascell Park - Revenue generated by park rentals at this park.

362.3000 Bus Bench Ads – The City has certain bus benches throughout the City, which allow for advertising. The City issues exclusive rights to a vendor, which pays for the use to advertise.

362.5000 RENT- CAA - Revenue generated by an agreement with Miami-Dade County Community Action Agency during the fiscal year to operate the head-start program from a City building.

362.7500 RENT-South Miami Middle School - Revenue generated by an agreement with South Miami Middle School for the usage of fields during the school year.

362.9000 RENT-Palmer Park - Revenues in this category are generated by field rentals as well as all sports revenues from Palmer Park.

CONTRIBUTIONS, REIMBURSEMENT and MISCELLANEOUS REVENUE

366.9000 Hospital Landscape - As per agreement entered June 13, 1985 between the City of South Miami and the South Miami Hospital Foundation, Inc., where the Hospital Foundation shall contribute to the City \$150,000.00 per year. This revenue has been reclassified to the Debt Service Fund as per Ordinance 11-01-1742, which provides that the \$150,000 annual revenue to be used to pay for the Multipurpose Center or Community Center bond. This amount represents the remainder of the \$150,000 applied to Debt Service.



366.9100 Donations – Parks – Throughout the year, the City of South Miami Parks Department obtains donations to help fund or subsidize certain programs.

369.9201 Miscellaneous Revenues - Any other revenues not otherwise classified.

OTHER FINANCING SOURCES

381.1500 Transfer from Stormwater Fund – The City General Fund pays for many indirect expenses, which are related to the City’s Stormwater Fund. The transfer from Stormwater Fund to General Fund is required to help offset some of those costs.

381.1700 Transfer from CRA Trust Fund – The Transfer from the CRA to the General Fund. Due to the sunset of the CRA in FY 2020, no transfer will be completed for FY 2021.



DEPARTMENTAL EXPENSE RATIONALE

The Departmental budgets project expenses in various accounts, which are displayed in three sections. Please find below some policy direction and the definitions for the three sections and the expense accounts for better understanding of the Departmental budgets.

PERSONNEL SERVICES

The personnel services section of the budget projects expenses and establishes applicable policies for salaries, wages, and related employee benefits, whether on a full-time, part-time, temporary, or seasonal basis. Employee benefits include employer contributions to a retirement system, social security, insurance, sick leave, and similar direct benefits as well as other costs such as Other Post-Employment Benefits (OPEB) expense accrual, Worker's Compensation and Unemployment Compensation Insurance.

WAGE AND SALARY PLAN ADJUSTMENTS POLICY

Wages and salaries of all positions authorized in the Charter including its Officers, and all administrative employees will be funded within the adopted budget, provided however, that should any Charter Officer or employee not be eligible to receive such adjustment in the current year, the adjustment shall accrue from year-to-year until such time as the Charter Officer or employee becomes eligible. The City will provide all such individuals an appropriate and competitive salary, healthcare, and a retirement program. To ensure that our Charter Officers and employees do not experience a reduction in buying power caused by increases in the cost of living each year, on October 1 of each Fiscal Year, the new budget shall include a Cost of Living Adjustment (COLA) based on the annual average Consumer Price Index (CPI) for the Miami-Ft. Lauderdale area of the preceding year which shall be reflected as a salary adjustment. Where applicable, all adjustments will be within the pay range and at time intervals commensurate with the City's wage and salary plan as approved or revised by the City Manager.

Employees covered by a Collective Bargaining Unit will only receive the COLA if their Collective Bargaining Agreement includes this benefit.

Charter Officers shall receive the full range of benefits, adjustments, and programs as described in this policy, except for Charter Officers who receive compensation through approved invoices as required by agreement with the City.

Cost of Living

Upon budget, and each year thereafter, applicable employees shall receive cost of living salary adjustments based on the Consumer Price Index - All Urban Consumers 12-Month Percent Change for the Miami-Ft. Lauderdale FL area (CPI), which shall have the effect of increasing the pay for each individual to ensure individuals do not lose earnings to inflation.



Effective October 1, 2016, and each year thereafter, applicable individuals shall receive a cost of living increase, based on the Consumer Price Index - All Urban Consumers 12-Month Percent Change for the Miami-Ft. Lauderdale FL area (CPI) which shall have the effect of increasing the pay for each employee, unless the CPI is zero or is negative, which shall then have no decreasing effect on the employee's pay. The COLA increase salary adjustments shall not exceed 3 percent in any year.

The projected index for the current year is:

(Annual Average CPI 2019) October 1, 2020 – September 30, 2021 = 1.8%

OPERATING EXPENDITURE/EXPENSES

Includes expenditures for goods and services, which primarily benefit the current year, and are not defined as personal services or capital outlays.

CAPITAL OUTLAY

Outlays for the acquisition of or addition to fixed assets.

CAPITAL IMPROVEMENT PROGRAM (CIP) FUND

For CIP projects specifically authorized for funding by the City Commission, the City Manager, in their discretion, is hereby specifically authorized to pay from the contingency line item within the Capital Improvement Program Fund for labor, materials and other goods and/or services of any kind or nature, that are critical to the completion of any authorized capital improvement project, which, in the opinion of the City Manager, are necessary for the proper and complete execution of the project and could not have been reasonably foreseen by the contractor.



DEFINITIONS FOR EXPENSES

11 EXECUTIVE SALARIES - Salaries for Elected Officials. This does not include the City Manager, City Attorney, and City Clerk.

12 REGULAR SALARIES AND WAGES - Employees who are or will be members of a retirement system as a condition of employment. Includes all full-time employees who make up the regular work force.

13 OTHER SALARIES AND WAGES - Employees who are not or will not be members of a retirement system as a condition of their employment. Includes all seasonal and part-time employees who are not part of the regular work force, due to the temporary nature of their employment.

14 OVERTIME - Payments in addition to regular salaries and wages for services performed in excess of the regular work hours as stated by the Federal Government.

15 SPECIAL PAY - Incentive pay, hazard pay, and extra duty pay for law enforcement officers.

21 F.I.C.A TAX - Social Security matching/Medicare matching.

22 RETIREMENT CONTRIBUTIONS - Amounts contributed to a retirement fund.

23 LIFE AND HEALTH INSURANCE - Includes life and health insurance premiums and benefits paid for employees.

24 WORKERS' COMPENSATION - Premiums and benefits paid for Workers' Compensation insurance.

25 UNEMPLOYMENT COMPENSATION - Amounts contributed to the unemployment compensation fund.

31 PROFESSIONAL SERVICES - Legal, medical, dental, engineering, architectural, appraisal, and other services procured by the local unit as independent professional assistance. Includes such financial services as bond rating, etc., where the service received is not directly involved with accounting and/or auditing.

32 ACCOUNTING AND AUDITING - Generally, includes all services received from independent certified public accountants.

34 OTHER CONTRACTUAL - Custodial, janitorial, Crossing Guard and other services procured independently by contract or agreement with persons, firms, corporations or other governmental units.



35 INVESTIGATIONS - Cost incurred for confidential matters handled pursuant to criminal investigations.

36 PENSION BENEFITS - Benefits paid to participants in the pension program.

40 TRAVEL AND PER DIEM - This includes the costs of public transportation, motor pool charges, meals, reimbursements for use of private vehicles, per diem, and incidental travel expenses.

41 COMMUNICATIONS AND FREIGHT SERVICES - Telephone, cellular telephone, telegraph, or other communications as well as freight and express charges, drayage, postage, and messenger services.

43 UTILITY SERVICES - Electricity, gas, water, waste disposal, and other public utility services.

44 RENTALS AND LEASES - Amounts paid for the lease or rent of land, buildings, or equipment. This would also include the leasing of vehicles.

45 INSURANCE - Includes all insurance carried for the protection of the local government such as fire, theft, casualty, general and professional liability, auto coverage, surety bonds, etc.

46 REPAIR AND MAINTENANCE - The costs incurred for the repair and maintenance of buildings and equipment, including all maintenance and service contracts. Does not include custodial or janitorial services, which are recorded under sub-object 34.

47 PRINTING AND BINDING - Cost of printing, binding, and other reproduction services, which are contracted for or purchased from outside vendors. Also, include charges for printing, etc., which is performed by an in-house print shop.

48 PROMOTIONAL ACTIVITIES - Includes any type of promotional advertising for the City.

49 OTHER CHARGES AND OBLIGATIONS - Includes current charges and obligations not otherwise classified.

51 OFFICE SUPPLIES - This object includes materials and supplies such as stationery, preprinted forms, paper, charts, and maps.

52 OPERATING SUPPLIES - All types of supplies consumed in the conduct of operations. This category may include fuel, lubricants, chemicals, laboratory supplies, household items, institutional supplies, computer software, uniforms and other clothing. Also includes recording tapes and transcript production supplies. Does not include materials and supplies unique to construction or repair of roads and bridges.



53 ROAD MATERIALS - SUPPLIES - Those materials and supplies used exclusively in the repair and reconstruction of roads and bridges.

54 SUBSCRIPTIONS AND MEMBERSHIPS - Includes books, or sets of books if purchased by set, and not purchases for use by libraries, educational institutions, and other institutions where books and publications constitute capital outlay. This object also includes subscriptions, memberships, professional data costs, and training and educational costs.

61 LAND - Land acquisition cost, easements and right-of-way.

62 BUILDINGS - Office buildings, firehouses, garages, jails, zoos, and parks and recreational buildings.

63 INFRASTRUCTURE - Structures and facilities other than buildings such as roads, bridges, curbs, gutters, docks, wharves, fences, landscaping, lighting systems, parking areas, storm drains, athletic fields, etc.

64 MACHINERY AND EQUIPMENT - Includes motor vehicles, heavy equipment transportation, other heavy equipment, office furniture and equipment, and other machinery and equipment. Also includes court recording, duplicating, and transcribing equipment.

65 CONSTRUCTION IN PROGRESS - Used to account for undistributed work in progress on construction projects.

66 BOOKS AND PUBLICATIONS - Includes all books, publications, and other media, regardless of value, when purchased.

for use by libraries, educational institutions, and other institutions or facilities.

71 PRINCIPAL - Principal payments made to new or existing debt which the City is obligated to pay.

72 INTEREST - Interest payments made to new or existing debt which the City is obligated to pay.

73 OTHER DEBT SERVICE COSTS - Other debt costs on new or existing debt which the City is obligated to pay.



GENERAL FUND 5 YEAR PROJECTIONS



GENERAL FUND 5-YEAR PROJECTIONS

PURPOSE

The Five-Year Forecast was designed as a management tool to provide an enhanced level of financial planning for the City's General Fund.

Financial planning expands a government's awareness of options, potential problems, and opportunities. The long-term revenue, expenditure, and service implications of continuing or ending existing programs or adding new programs, services, and debt can be identified. The financial planning process helps shape decisions and allows necessary and corrective action to be taken before problems become more severe.

A financial plan is not a forecast of what is certain to happen, but rather a device to highlight significant issues or problems that must be addressed if goals are to be achieved.

The City of South Miami's General Fund projections are based upon current projected levels of service and staffing in the 2020/21 adopted budget.

General Fund

The General Fund is the general operating fund of the City. This fund was established to account for revenues and expenditures involved in operating general functions of a non-proprietary nature. Major revenue sources include property, utility and other taxes, franchise fees, licenses and permits, intergovernmental revenues, fees for services, and charges to special revenue funds for administrative or specific services. The major operating activities supported by the General Fund include most traditional tax-supported municipal services such as public safety, parks and recreation, solid waste, administrative offices, planning services and engineering operations.

REVENUE PROJECTIONS

Projection of revenues and other resources is critical in order to understand the level of funding available for services and capital acquisitions. Projections for future budget periods help determine the likelihood that services can be sustained and highlight future financial issues to be addressed. Preparing revenue projections also enhances a government's understanding of revenue sensitivity to changes in assumptions and to controllable factors such as changes to tax rates or fees.

Revenue forecasts for the City of South Miami are based upon trend analysis, reviewing the previous five-year's history of actual receipts.



Property Tax Revenue

Property tax revenues are the largest source of revenue for the General Fund representing 43% of the total anticipated General Fund revenues in the 2020/21 adopted budget. The City of South Miami is basically “built out.” Therefore, the City will not see much increase in taxable values from major new residential development.

The City’s 2020 taxable values increased by approximately 4.33% which is reflected in the 2020/21 adopted budget. Due to increased tax valuations and the sunset of the City’s South Miami Community Redevelopment Agency, our ad valorem revenues have seen an increase by approximately 14.8% in 2020/21 and continuing a steady 6.8% increase over the five-year projection period.

Building Permits

The City, at this very moment, anticipates a couple of major Development projects in the future. However, to-date, the City has not received any plans for review. The past couple of years the City has not seen much development and the city projects that the anticipated development projects will help in meeting the budgeted building permit revenue amount.

Utility Taxes & Franchise Fees

Franchise fees in the City of South Miami are levied on companies in exchange for the right to operate franchises for the purpose of maintaining and operating an electrical or gas distribution system in the City. Utility taxes, or public service taxes, are fees levied on the purchase of electric, gas, water, oil, or propane within the City. These combined revenue sources account for 21% of total General Fund revenue in fiscal year 2020/21.

Overall, receipts from utility and franchise fees represent the majority of this revenue category. Unlike sales tax revenue, which has shown some recent growth, these revenues have remained fairly flat for the last five-years. Revenues from these two sources are not forecasted to increase throughout the forecast period.

Zoning Hearing Fees and Environmental Review Preservation Board (ERP) Fee

Zoning Hearing and ERP fees are all part of the normal process related to development projects. Over the past five-years there has been a great amount of variation related to the actual amounts received. Finance anticipates no increase of over the five-year projection period.



Local Option, Fuel and Other Taxes

The revenues in this category include communications taxes and local business taxes which account for 2.1% of total General Fund revenue. The revenue from the communication services tax is estimated to provide almost \$258,845 in fiscal year 2020/21, a decrease from the prior year of \$431,408. This revenue source is expected to decline due to the current COVID-19 outbreak. Communication tax is forecasted to stay flat for the remainder of the forecast period. Local business tax revenue is also expected to suffer due to the current pandemic and revenues have been reduced and are estimated to remain constant at approximately \$577,000 for each of the next five-years.

Intergovernmental Revenues

Intergovernmental revenues are budgeted at \$859,268 for fiscal year 2020/21 which accounts for approximately 4.45% of total General Fund revenues. Some of the major revenues included in this category are half-cent sales tax and state revenue sharing. Half-cent sales tax and state revenue sharing projections are projected to have a 40% reduction due to the COVID-19 outbreak in the 2020/21 budget. Because of this, all revenues in this category are projected to remain fairly flat throughout the forecast period.

Parking Fund Revenue

This revenue line item relates to the Off-Street annual supplemental parking that is required to be paid by businesses which do not have the required number of parking spaces on premise. However, in FY 2019/20 the City revised the policy and is requiring business to purchase monthly decal parking permits, hence no revenue is expected no and in future years.

Tennis Court Fees

The City in the middle of the 2015/16 Fiscal Year decided to begin operating the tennis program in-house. Fiscal Year 2016/17 was the first full year of the program. The five-year actual results are tainted because of this change. Finance does not expect any major changes to the program, as it was implemented in the first year. Finance has determined a 10% change over the course of the 5-year projection due to additional revenue from courts being added and lights in Dante Fascell Park.



Red Light Cameras

The City began its red-light camera program in FY 2015/16. In fiscal year 2016/17 the City operated a total of three red light cameras. Beginning in fiscal year 2017/18, the City of South Miami installed an additional red-light camera. The fiscal year 2019/20 anticipated the installation of two additional red-light cameras. Because the two cameras are no longer anticipated to be added, the 2020/21 revenues were reduced from \$480,000 in the previous year to \$350,000. Revenue is expected to remain constant over the rest of the 5-year projection.

Other Revenue Sources

All other significant revenue sources, excluded from the above, are forecasted individually on a line item basis based upon 5-year historical revenue trends.

Other Financial Sources

Finance has maintained each of funds that are transferred from a fund to the General Fund maintain the same amount; Finance does not anticipate any new increases or decreases within the next five-years related to interfund transfers.

EXPENDITURE PROJECTIONS

Assumptions for expenditure projections should be consistent with related revenue and program performance assumptions. A review of expenditure projections for individual programs, particularly those with significant unexpected increases or decreases, is critical.

The expenditure projections are presented for each Department, and projections assume all current programs continue into future fiscal years.

Salary and Benefits

Salary and benefit costs approximate 57% of all General Fund expenditures, at \$11 million. Salary projections are forecasted for budget recommended 2020/21 full-time equivalent positions only. All projected increases reflect contractual obligations under the current union contracts.

Medical insurance costs for General Fund employees are approximately \$1 million of the City's total adopted 2020/21 General Fund operating budget. Medical insurance costs for the City are projected to increase approximately 2% per year through the forecast period.

Pension costs for General Fund employees are approximately \$694,919 of the City's total General Fund expenditures in FY 2020/21. Pension costs are estimated at approximately 15% of covered payroll in fiscal year 2020/21. Forecast estimates include an increase of 2% to incorporate the growth in wages.



Operating Expenditures

Operating expenditures include numerous costs including basic operating supplies, travel, training, etc. Significant expenditures in the operating category include utility costs for public facilities such as City Hall, the Municipal Services Building, and recreational facilities, and street lighting; and property and liability insurance for General Fund operations. **Operating expenditures are modestly forecasted to increase by 2% annually** in each of the next five-years.

Transfer to Debt Service Costs

Transfers to Debt service costs are based on the long-term debt amortization schedules that are adopted at the time that the debt is acquired, and the amount of monies received based on past agreements. Debt service costs are forecasted to remain relatively stable throughout the five-year period, and do not reflect any major new bond commitments during this period.

Transfers to the Capital Improvement Fund

Transfers to the Capital Improvement Fund are forecasted as budgeted in the adopted 5-year Capital Improvement Plan.

Forecast Summary Analysis

This forecast does not factor in the impacts of any extraordinary issues during the forecasted period. In summary, the projection of revenues and current service level expenditures presents a deficit for future fiscal years. This illustrates that the increasing costs of services will be hard to maintain with slow revenue growth as projected.



**GENERAL FUND 5 YEAR FORECAST
FY 2020-2021**

DEPT NO	ACCOUNT CLASSIFICATION	ADOPTED FY 20/21	PROJECTED FY 21/22	PROJECTED FY 22/23	PROJECTED FY 23/24	PROJECTED FY 24/25
BEGINNING FUND BALANCE		4,419,849	2,463,948	-527,171	-1,012,516	-1,410,370
	TAXES	11,136,460	11,754,441	12,413,923	13,117,629	13,868,661
	PERMIT, FEES & SPECIAL ASMTS	2,394,500	2,115,500	2,115,500	2,115,500	2,115,500
	INTERGOV REVENUE	859,268	864,094	869,474	875,494	882,255
	CHARGES FOR SERVICES	3,766,878	3,860,547	3,963,931	4,078,491	4,205,982
	FINES AND FORFEITURES	502,000	507,021	512,327	517,937	523,868
	MISCELLANEOUS REVENUES	520,790	583,272	663,078	764,861	895,042
	TOTAL	19,179,896	19,684,875	20,538,233	21,469,912	22,491,309
OTHER FINANCIAL SOURCES		150,000	150,000	150,000	150,000	150,000
DEPARTMENTS						
1100	CITY COMMISSION	138,100	140,862	143,679	146,553	149,484
1200	CITY CLERK	456,883	455,821	464,937	474,236	483,721
1500	CITY ATTORNEY	382,310	389,956	397,755	405,710	413,825
1310	CITY MANAGER	915,947	934,266	952,951	972,010	991,450
1410	FINANCE DEPARTMENT	1,301,539	1,327,570	1,354,121	1,381,204	1,408,828
1340	INFORM. TECH. DIVISION	540,989	551,809	562,845	574,102	585,584
1320	PROCUREMENT DIVISION	258,182	263,346	268,613	273,985	279,464
1330	PERSONNEL DIVISION	661,340	674,567	688,058	701,819	715,856
1610	BUILDING DEPARTMENT	466,878	476,216	485,740	495,455	505,364
1620	PLANNING DEPARTMENT	507,069	517,210	527,555	538,106	548,868
1640	CODE ENFORCEMENT	391,008	398,828	406,805	414,941	423,240
1770	PW-OFFICE OF DIRECTOR	91,527	93,358	95,225	97,129	99,072
1710	PW-BLDG. MAINT.	507,129	517,272	527,617	538,169	548,933
1720	PW-SOLID WASTE	1,398,400	1,426,368	1,454,895	1,483,993	1,513,673
1730	PW-STREETS MAINT.	654,238	667,323	680,669	694,283	708,168
1760	PW-MOTOR POOL	585,959	597,678	609,632	621,824	634,261
1790	PW-ENG. & CONSTR.	224,289	228,775	233,350	238,017	242,778
1910	POLICE	7,072,308	7,213,754	7,358,029	7,505,190	7,655,294
2000	PARKS & RECREATION	820,752	837,167	853,910	870,989	888,408
2010	TENNIS	433,941	442,620	451,472	460,502	469,712
2020	COMMUNITY CENTER	640,480	653,290	666,355	679,682	693,276
1750	LANDSCAPE MAINT.	506,513	516,643	526,976	537,516	548,266
2030	COMMUNITY POOL	131,907	134,545	137,236	139,981	142,780
2100	NON-DEPARTMENTAL	115,000	118,969	123,075	127,323	131,717
	TOTAL	19,202,688	19,578,211	19,971,501	20,372,718	20,782,020
OPERATING NET DIFFERENCE		127,208	256,664	716,732	1,247,194	1,859,289
2100	NON-DEPARTMENT TRANSFER	2,093,109	3,247,783	1,202,077	1,645,049	1,206,898
ENDING FUND BALANCE		\$2,453,948	-527,171	-1,012,516	-1,410,370	-757,979



**GENERAL FUND 5 YEAR PROJECTED REVENUES
FY 2020-2021**

ACCT NO.	ACCOUNT CLASSIFICATION	ADOPTED FY 20/21	PROJECTED FY 21/22	PROJECTED FY 22/23	PROJECTED FY 23/24	PROJECTED FY 24/25	
TAXES							
0010000	3111000	AD VALOREM TAXES	8,468,764	9,047,495	9,665,776	10,326,307	11,031,978
0010000	3112000	AD VALOREM DELINQUENT	33,826	35,517	37,293	38,971	40,530
0010000	3112100	INTEREST	0	0	0	0	0
0010000	3121000	LOCAL OPTION FUEL TAX	111,814	111,814	111,814	111,814	111,814
0010000	3141000	UTILITY TAX-ELECTRIC	1,400,000	1,418,325	1,436,890	1,455,698	1,474,753
0010000	3144000	UTILITY TAX - GAS	31,711	33,890	36,218	38,707	41,366
0010000	3149000	UTILITY TAX - MDC WATER	238,000	251,740	266,274	281,646	297,906
0010000	3150000	UNIFIED COMM SERVICES TAX	258,845	258,845	258,845	258,845	258,845
0010000	3161000	LOCAL BUSINESS TAX-RENEWALS	525,000	525,000	525,000	525,000	525,000
0010000	3162000	LOCAL BUSINESS TAX NEW	52,000	52,000	52,000	52,000	52,000
0010000	3162100	BUSINESS TAX TRANSFER FEES	1,500	1,639	1,792	1,958	2,140
0010000	3163000	LOBBYIST REGISTRATION FEE	15,000	18,175	22,021	26,682	32,329
TOTAL TAXES			11,136,460	11,754,441	12,413,923	13,117,629	13,868,661
PERMIT, FEES AND SPECIAL ASSESSMENTS							
0010000	3221000	BUILDING PERMITS	1,279,000	1,000,000	1,000,000	1,000,000	1,000,000
0010000	3221500	PUBLIC WORKS PERMITS	25,000	25,000	25,000	25,000	25,000
0010000	3231000	ELECTRICITY	1,055,000	1,055,000	1,055,000	1,055,000	1,055,000
0010000	3234000	GAS	35,000	35,000	35,000	35,000	35,000
0010000	3293000	GARAGE SALES	500	500	500	500	500
TOTAL PERMIT, FEES AND SPECIAL ASSESSMENTS			2,394,500	2,115,500	2,115,500	2,115,500	2,115,500
INTERGOVERNMENTAL REVENUE							
0010000	3351012	STATE REVENUE SHARING	243,287	244,266	245,249	246,237	247,228
0010000	3351015	ALCOHOLIC BEVERAGE LICENS	16,000	18,746	21,963	25,732	30,148
0010000	3351018	LOCAL GOVT 1/2 C SALES TX	584,521	584,521	584,521	584,521	584,521
0010000	3382000	COUNTY LOCAL BUSINESS TAX	15,460	16,561	17,741	19,004	20,358
TOTAL INTERGOVERNMENTAL REVENUE			859,268	864,094	869,474	875,494	882,255
CHARGES FOR SERVICES							
0010000	3412000	ZONING HEARING FEES	25,000	25,000	25,000	25,000	25,000
0010000	3413000	ENVIRON REVW & PRESVT BRD	30,000	30,000	30,000	30,000	30,000
0010000	3413001	LIEN SEARCH FEES	15,000	15,450	15,914	16,392	16,885
0010000	3413002	SPECIAL EVENTS	3,500	4,046	4,678	5,408	6,252
0010000	3414000	MICROFILM SALES	1,000	1,011	1,022	1,033	1,044
0010000	3419010	BLDG & ZON REINSPECT FEES	150	150	150	150	150
0010000	3419030	CERT OF USE/OCCUPANCY	18,000	18,000	18,000	18,000	18,000
0010000	3419040	CODE ENFORCEMENT FINES	40,000	40,000	40,000	40,000	40,000
0010000	3419051	BACKGROUND NOTARY&COPIES	17,000	19,026	21,294	23,832	26,672
0010000	3421010	POLICE SERVICES	40,000	40,000	40,000	40,000	40,000
0010000	3421021	TOWING ADMIN FEE	3,000	3,000	3,000	3,000	3,000
0010000	3421025	SCHL CRSNG GRDS- CTY REIM	25,000	27,047	29,262	31,659	34,251
0010000	3434100	SOLID WASTE CHARGES	28,000	36,280	47,007	60,907	78,917
0010000	3434200	PRIVATE HAULERS PERMIT FEE	650,000	662,653	675,552	688,702	702,108



ACCT NO.	ACCOUNT CLASSIFICATION	ADOPTED FY 20/21	PROJECTED FY 21/22	PROJECTED FY 22/23	PROJECTED FY 23/24	PROJECTED FY 24/25	
0010000	3445100	PARKING PERMITS	115,776	122,238	129,060	136,264	143,869
0010000	3445200	PARKING METERS FRANCHISE	1,400,000	1,400,000	1,400,000	1,400,000	1,400,000
0010000	3445300	PARKING VIOLATIONS	700,000	700,000	700,000	700,000	700,000
0010000	3472620	TENNIS COURT FEES	509,452	560,397	616,437	678,081	745,889
0010000	3472630	RECREATION PROGRAM FEES	48,000	51,080	54,357	57,845	61,557
0010000	3472631	MULTIPURPOSE CNTR-RENTAL	19,000	20,419	21,945	23,584	25,345
0010000	3472632	MULTIPRPOSE CNTR-MEMBERSHIP	16,000	19,079	22,751	27,130	32,352
0010000	3472635	REC FEES/MURRAY PARK POOL	16,000	16,000	16,000	16,000	16,000
0010000	3472650	S MIAMI PARK SOCCER	44,000	46,670	49,501	52,505	55,690
0010000	3472660	CONCESSION STANDS	3,000	3,000	3,000	3,000	3,000
TOTAL CHARGES FOR SERVICES			3,766,878	3,860,547	3,963,931	4,078,491	4,205,982
FINES AND FORFEITS							
0010000	3511200	METRO COURT FINES	70,000	74,368	79,009	83,940	89,178
0010000	3511210	RED LIGHT CAMERAS	350,000	350,000	350,000	350,000	350,000
0010000	3540000	VIOLATIONS LOCAL ORDINANCES	20,000	20,000	20,000	20,000	20,000
0010000	3541000	BURGLAR ALARM FINES	30,000	30,000	30,000	30,000	30,000
0010000	3541050	ALARM REGISTRATION CHG	32,000	32,652	33,318	33,997	34,691
TOTAL FINES AND FORFEITS			502,000	507,021	512,327	517,937	523,868
MISCELLANEOUS REVENUES							
0010000	3612000	INTEREST INCOME	193,000	249,918	323,621	419,060	542,645
0010000	3621100	PARKING GARAGE RENT	55,000	55,000	55,000	55,000	55,000
0010000	3622000	FASCELL PARK	26,000	27,296	28,657	30,085	31,585
0010000	3623000	BUS BENCH ADS	18,000	18,000	18,000	18,000	18,000
0010000	3625000	RENT C.A.A.	29,226	29,226	29,226	29,226	29,226
0010000	3627500	SOUTH MIAMI MIDDLE SCHOOL	23,063	23,363	23,666	23,974	24,286
0010000	3629000	PALMER PARK RENTALS	27,000	27,000	27,000	27,000	27,000
0010000	3669000	HOSPITAL LANDSCAPE REVENU	7,337	7,337	7,327	7,317	7,307
0010000	3699201	MISC. OTHERS	23,064	23,064	23,064	23,064	23,064
0010000	3699225	SUNSET DR MTCE-FDOT REIMB	4,100	4,100	4,442	4,812	5,213
0010000	3699501	SECTION 185 STATE CONTRIB	115,000	118,969	123,075	127,323	131,717
TOTAL MISCELLANEOUS REVENUES			520,790	583,272	663,078	764,861	895,042
TOTAL GENERAL FUND			19,179,896	19,684,875	20,538,233	21,469,912	22,491,309
0010000	3811500	TRANSFER WATER/SEWER FUND	150,000	150,000	150,000	150,000	150,000
TOTAL OTHER FINANCIAL SOURCES			150,000	150,000	150,000	150,000	150,000



**GENERAL FUND 5 YEAR PROJECTED EXPENDITURES
FY 2020-2021**

DEPT NO	ACCOUNT CLASSIFICATION	ADOPTED FY 20/21	PROJECTED FY 21/22	PROJECTED FY 22/23	PROJECTED FY 23/24	PROJECTED FY 24/25
Personnel Services						
1100	CITY COMMISSION	106,975	109,115	111,297	113,523	115,793
1200	CITY CLERK	246,074	250,995	256,015	261,136	266,358
1500	CITY ATTORNEY	0	0	0	0	0
1310	CITY MANAGER	538,147	548,910	559,888	571,086	582,508
1410	FINANCE DEPARTMENT	528,150	538,713	549,487	560,477	571,687
1340	INFORM. TECH. DIVISION	0	0	0	0	0
1320	PROCUREMENT DIVISION	172,297	175,743	179,258	182,843	186,500
1330	PERSONNEL DIVISION	78,500	80,070	81,671	83,305	84,971
1610	BUILDING DEPARTMENT	443,047	451,908	460,946	470,165	479,568
1620	PLANNING DEPARTMENT	369,249	376,634	384,167	391,850	399,687
1640	CODE ENFORCEMENT	343,765	350,640	357,653	364,806	372,102
1770	PW-OFFICE OF DIRECTOR	82,527	84,178	85,861	87,578	89,330
1710	PW-BLDG. MAINT.	148,299	151,265	154,290	157,376	160,524
1720	PW-SOLID WASTE	482,900	492,558	502,409	512,457	522,706
1730	PW-STREETS MAINT.	338,408	345,176	352,080	359,121	366,304
1760	PW-MOTOR POOL	207,929	212,088	216,329	220,656	225,069
1790	PW-ENG. & CONSTR.	207,729	211,884	216,121	220,444	224,853
1910	POLICE	5,871,140	5,988,563	6,108,334	6,230,501	6,355,111
2000	PARKS & RECREATION	552,085	563,127	574,389	585,877	597,595
2010	TENNIS	203,195	207,259	211,404	215,632	219,945
2020	COMMUNITY CENTER	528,821	539,397	550,185	561,189	572,413
1750	LANDSCAPE MAINT.	192,087	195,929	199,847	203,844	207,921
2030	COMMUNITY POOL	57,337	58,484	59,653	60,846	62,063
2100	NON-DEPARTMENTAL	0	0	0	0	0
	TOTAL	11,698,661	11,932,634	12,171,287	12,414,713	12,663,007

Operating Expenses

1100	CITY COMMISSION	31,125	31,748	32,382	33,030	33,691
1200	CITY CLERK	210,809	204,825	208,922	213,100	217,362
1500	CITY ATTORNEY	382,310	389,956	397,755	405,710	413,825
1310	CITY MANAGER	377,800	385,356	393,063	400,924	408,943
1410	FINANCE DEPARTMENT	773,389	788,857	804,634	820,727	837,141
1340	INFORM. TECH. DIVISION	540,989	551,809	562,845	574,102	585,584
1320	PROCUREMENT DIVISION	85,885	87,603	89,355	91,142	92,965
1330	PERSONNEL DIVISION	582,840	594,497	606,387	618,514	630,885
1610	BUILDING DEPARTMENT	23,831	24,308	24,794	25,290	25,795
1620	PLANNING DEPARTMENT	137,820	140,576	143,388	146,256	149,181
1640	CODE ENFORCEMENT	47,243	48,188	49,152	50,135	51,137
1770	PW-OFFICE OF DIRECTOR	9,000	9,180	9,364	9,551	9,742
1710	PW-BLDG. MAINT.	358,830	366,007	373,327	380,793	388,409



DEPT NO	ACCOUNT CLASSIFICATION	ADOPTED FY 20/21	PROJECTED FY 21/22	PROJECTED FY 22/23	PROJECTED FY 23/24	PROJECTED FY 24/25
1720	PW-SOLID WASTE	915,500	933,810	952,486	971,536	990,967
1730	PW-STREETS MAINT.	315,830	322,147	328,590	335,161	341,865
1760	PW-MOTOR POOL	378,030	385,591	393,302	401,168	409,192
1790	PW-ENG. & CONSTR.	16,560	16,891	17,229	17,574	17,925
1910	POLICE	1,201,168	1,225,191	1,249,695	1,274,689	1,300,183
2000	PARKS & RECREATION	268,667	274,040	279,521	285,112	290,814
2010	TENNIS	230,746	235,361	240,068	244,870	249,767
2020	COMMUNITY CENTER	111,659	113,892	116,170	118,493	120,863
1750	LANDSCAPE MAINT.	314,426	320,715	327,129	333,671	340,345
2030	COMMUNITY POOL	74,570	76,061	77,583	79,134	80,717
2100	NON-DEPARTMENTAL	115,000	118,969	123,075	127,323	131,717
	TOTAL	7,504,027	7,645,577	7,800,215	7,958,005	8,119,013
		19,202,688	19,578,211	19,971,501	20,372,718	20,782,020
	NON-DEPARTMENT TRANS	2,093,109	3,247,783	1,202,077	1,645,049	1,206,898



CITY OF SOUTH MIAMI
DEPARTMENTS AND DIVISIONS



MAYOR AND CITY COMMISSION

001-1100-511

MISSION

The Mayor and Commission will adhere to the City Charter, the City and County's Code of Ethics, and the community they serve. The Mayor and Commission are committed to provide the citizens of South Miami exceptional constituent services. It is the goal to ensure that every encounter with Mayor and Commission office reflects the dedication to the interest and well-being of the City and its citizens.

MAYOR AND CITY COMMISSION FUNCTION

The Mayor and City Commission is the five (5) member elected legislative and governing body of the City responsible for establishing policies, managing growth and land use, adopting an annual budget and tax rate, setting stormwater utility rates, and other fees and charges for City services, adopting local laws and ordinances and hiring and overseeing the City Manager, City Attorney and City Clerk.

All Elected Officials are elected "at large" and must reside within the City to be an elected representative. All City Commission members serve for a term of four (4) years. The Mayor, who presides over Commission meetings, serves a term of two (2) years.

As per City of South Miami Charter Article II, Section 3; the annual salaries and expense accounts of the Commission shall be prescribed by ordinance adopted prior to approval of the annual budget.

MAYOR AND CITY COMMISSION OBJECTIVES

- Ensure that the natural and built environment of South Miami is healthy and sustainable.
- A diverse and strong local economy that brings good jobs and profitable businesses while contributing to the economic health of the City.
- City of South Miami will be one of Florida's safest cities.
- South Miami offers a wide range of quality recreation, arts and cultural activities, which satisfy the expectations of residents while also serving to attract new residents and business.
- Foster and maintain a strong sense of community identity and of place.



- Continue to represent a high level of community confidence and trust in city government.

MAYOR AND CITY COMMISSION BUDGET FY 2020-2021

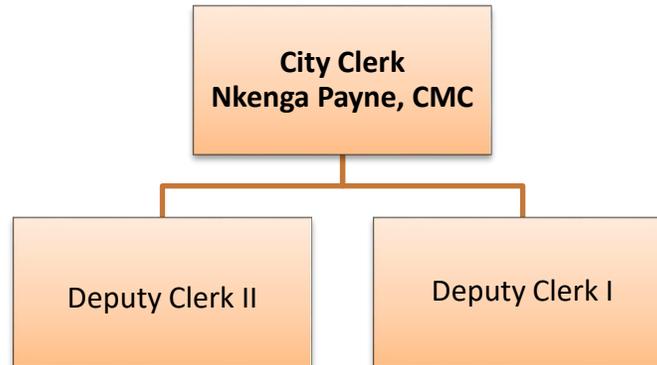
001-1100-511

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 17/18	ACTUAL FY 18/19	BUDGET FY 19/20	ESTIMATE FY 19/20	ADOPTED FY 20/21
0011100	5111110 SALARIES - EXECUTIVE	62,000	62,000	62,000	62,000	62,000
0011100	5112110 F. I. C. A.	4,781	5,763	4,743	4,743	4,743
0011100	5112310 GROUP HEALTH INSURANCE	8,058	26,694	38,192	38,192	40,046
0011100	5112410 WORKER'S COMPENSATION	108	147	186	186	186
	TOTAL PERSONNEL SERVICES	74,947	94,604	105,121	105,121	106,975
0011100	5114010 MAYOR'S EXPENSE	560	819	2,000	2,000	2,000
0011100	5114020 COMMISSIONER'S EXPENSE-ONE	1,078	1,427	1,500	1,500	1,500
0011100	5114030 COMMISSIONER'S EXPENSE-FOUR	1,500	1,494	1,500	1,500	1,500
0011100	5114040 COMMISSIONER'S EXPENSE-THREE	6	1,043	1,500	1,500	1,500
0011100	5114050 COMMISSIONER'S EXPENSE-TWO	0	201	1,500	1,500	1,500
0011100	5114060 MAYOR'S AUTO ALLOWANCE	500	500	500	500	500
0011100	5114071 TRAVEL & CONFERENCE-MAYOR	485	798	1,200	1,200	1,200
0011100	5114072 TRAVEL & CONFERENCE-ONE	345	579	1,200	1,200	1,200
0011100	5114073 TRAVEL & CONFERENCE-TWO	0	79	1,200	1,200	1,200
0011100	5114074 TRAVEL & CONFERENCE-THREE	79	4	1,200	1,200	1,200
0011100	5114075 TRAVEL & CONFERENCE-FOUR	360	220	1,200	1,200	1,200
0011100	5114120 COMMUNICATION	5,341	4,744	5,000	5,000	5,000
0011100	5114830 KEYS & FLOWERS	541	750	750	750	750
0011100	5115210 SUPPLIES	1,232	1,356	4,750	4,750	4,750
0011100	5115410 MEMBERSHIPS & SUBSCRIPTIONS	4,321	3,395	6,217	6,040	6,125
	TOTAL OPERATING EXPENSES	16,348	17,409	31,217	31,040	31,125
	TOTAL COMMISSION	91,295	112,013	136,338	136,161	138,100



CITY CLERK'S OFFICE

001-1200-512



MISSION

The City Clerk is appointed by the City Mayor and Commission. The City Clerk's Office strives to present a courteous, service-oriented team of professionals who, in partnership with the South Miami City Commission, City Departments, and the community, serve the citizens of South Miami at an optimum level.

FUNCTION

Committed to maintaining the integrity of City government in the City of South Miami and ensuring an informed citizenry by providing access to City government through open and accessible meetings and accurate recordings of the City Commission proceedings; by protecting and preserving City documents and records; and by providing excellent service to the public.

CITY CLERK'S OFFICE ACCOMPLISHMENTS FOR FY 2020

- Completed and distributed City Commission and South Miami Community Redevelopment Agency Board meeting agenda packets and maintain accurate minutes of all proceedings
- Administered the publication of the City Charter & Code
- Published public notices as required by law
- Implemented and maintained a records management system
- Acted as the records custodian for the City and disseminate information to the public as necessary



- Continued with our microfilm digitizing project
- Continued transferring all ordinances, resolutions, agendas, and other records into Laserfiche
- In-house scanning documents
- Continued responding to public records requests in a timely fashion in compliance with F.S. 119, including the high demand for microfilm records
- Continued to provide records retention and disposition information to departments
- Continued to publish, receive and maintain record of bids and proposals as needed.
- Continued the process for converting city records to electronic storage
- Continued organizing and preserving old records
- Continued gathering information for the Tree City USA December 31st re-certification application
- Supervised the General Election on February 11, 2020

CITY CLERK'S OFFICE OBJECTIVES FY 2021

- Administer the publication of the City Charter and Code
- Publish public notices as required by law
- Implement and maintain a records management system.
- Act as the records custodian for the City and disseminate information to the public as necessary.
- Continue with our microfilm digitizing project.
- Continue transferring all ordinances, resolutions, agendas, and other records into Laserfiche.
- In-house scanning documents
- Continue responding to public records requests in a timely fashion in compliance with F.S. 119, including the high demand for microfilm records



- Continue to provide records retention and disposition information to departments
- Continue to publish, receive and maintain record of bids and proposals as needed.
- Continue the process for converting city records to electronic storage
- Continue organizing and preserving old records
- Continue gathering information for the Tree City USA December 31st re-certification application

CITY CLERK'S OFFICE ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2017	ACTUAL FY 2018	ACTUAL FY 2019	PROJECTED FY 2020	ESTIMATED FY 2021
Number of agenda packets prepared	50	55	55	55	55
Number of minutes prepared (CSM)	50	55	55	55	55
Agenda packets prepared (SMCRA)	20	25	25	25	0
No. of minutes prepared (SMCRA)	20	25	25	25	0
Resolutions / Ordinances prepared	220	220	300	300	300
Lobbyists registration	70	70	75	75	75
Public records requests	300	300	300	300	400
Notarizations	25	25	25	25	25
Requests for Microfilm Records	350	673	700	300	400
Microfilm copies	450	614	700	1200	1500



CITY CLERK BUDGET FY 2020-2021

001-1200-512

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 17/18	ACTUAL FY 18/19	BUDGET FY 19/20	ESTIMATE FY 19/20	ADOPTED FY 20/21
0011200	5121210 SALARIES - EXECUTIVE	207,506	181,751	188,278	188,278	191,667
0011200	5122110 F.I.C.A.	16,164	13,753	14,403	14,403	14,663
0011200	5122210 PENSION PLAN CONTRIBUTION	10,952	7,906	14,874	14,874	10,568
0011200	5122220 DEFERRED COMPENSATION (ICMA)	0	3,601	0	0	4,573
0011200	5122310 GROUP HEALTH INSURANCE	19,859	21,378	22,915	22,915	24,028
0011200	5122410 WORKER'S COMPENSATION	354	451	565	565	575
	TOTAL PERSONNEL SERVICES	254,835	228,840	241,035	241,035	246,074
0011200	5123450 CONTRACTUAL	42,065	48,850	48,850	48,850	52,350
0011200	5123480 DIGITIZING	44,709	0	45,000	45,000	45,000
0011200	5124070 TRAVEL & CONFERENCE	2,251	3,879	7,500	6,900	7,500
0011200	5124110 POSTAGE	384	493	500	500	500
0011200	5124120 COMMUNICATION	510	1,089	1,080	1,080	1,080
0011200	5124710 PRINTING MATERIAL	1,230	1,230	1,230	1,230	1,230
0011200	5124910 LEGAL ADS	72,855	53,774	90,000	90,000	80,000
0011200	5124920 ELECTIONS	31,848	0	40,000	40,000	8,000
0011200	5124950 CODIFICATIONS	2,292	4,520	5,000	5,000	7,000
0011200	5125210 SUPPLIES	2,030	2,023	2,279	2,109	2,379
0011200	5125410 MEMBERSHIPS & SUBSCRIPTIONS	610	875	840	790	770
	TOTAL OPERATING EXPENSES	200,784	116,733	242,279	241,459	205,809
0011200	5129920 CONTINGENCY	0	1,763	5,000	5,000	5,000
	OTHER FUNDING SOURCE	0	1,763	5,000	5,000	5,000
	TOTAL CITY CLERK	455,619	347,336	488,314	487,494	456,883



CITY ATTORNEY'S OFFICE

001-1500-514

MISSION

The City Attorney is appointed by the City Commission to serve as the chief legal advisor to the Commission, the City Manager and City Clerk in matters relating to their official powers and duties.

The City Attorney's Office is committed to providing the highest quality legal representation possible to meet the present and future needs of the City of South Miami in an efficient and effective manner. The Office maintains an open-door policy to encourage continuous communication with City Departments.

CITY ATTORNEY'S OFFICE FUNCTION

The current City Attorney is certified by the Florida Bar's Department of Legal Specialization and Education, which operates under the authority of the Florida Supreme Court, as a specialist dealing with legal issues in city, county and local government law. To be certified in this area of the law, a lawyer must be a member in good standing of The Florida Bar, have had substantial involvement in the practice of city, county and local government law during the three years preceding application, have completed 60 hours of continuing legal education within the three years immediately preceding application, and have passed both peer review and a comprehensive written examination, as well as meeting other requirements.

The City Attorney is an independent contractor who is appointed by and who has a contract with the City Commission to fulfill the office of City Attorney as required by the City Charter. The City Attorney attends all regular and special City Commission meetings, and meetings of the Environmental Review and Preservation Board and the Planning Board. He attends other meetings as required by the City Commission.

The City Attorney may hire outside counsel as a consultant within certain monetary limits without the consent of the City Commission. Outside counsel is utilized on a limited basis for specialized legal issues. The City Attorney supervises litigation and other legal matters that may be referred to outside counsel.

The City Attorney's Office prepares or reviews all ordinances, resolutions, contracts, bonds and other written instruments and all documents must be approved by the City Attorney before they are executed by the City Manager or Mayor. When required by the City Commission, the attorneys prosecute and defend, for and in behalf of the City, complaints, suits, and controversies in which the City is a party, before any Court or other legally constituted tribunal; the City Attorney renders such opinions on legal matters affecting the City as the Commission may direct;



and the City Attorney performs such other professional duties as may be required of him by Ordinance or Resolution of the City Commission or by the City Charter.

CITY ATTORNEY'S OFFICE OBJECTIVES

- To provide the highest-quality legal services to City officials in a timely manner and zealously represent the City's interests and positions in negotiations and litigation.
- To hire outside counsel and experts as advisable and necessary.
- To protect the City from liability by practicing preventive law.
- To continuously be aware of the legal issues confronting the City, and to confer with department heads as needed to discuss, review and resolve legal matters related to the governance of the City of South Miami.
- To recommend and conduct training sessions from time to time if needed to reduce potential liability of the City and prepare memoranda as needed for same purpose.
- To engage in continuing legal education and professional development.
- To handle legal matters concerning the City in accordance with the Charter, his contract, and the law in a timely and efficient manner.
- To represent the City in civil cases initiated by or brought against the City and to supervise outside legal representation obtained by the City Attorney for specialized legal needs.
- To research and draft opinions on legal matters in response to requests of the City Commission and City Manager.
- To courteously handle all inquiries from the public either via phone or in person relative to the City's ordinances, policies or procedures.



CITY ATTORNEY BUDGET 2020-2021

001-1500-514

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 17/18	ACTUAL FY 18/19	BUDGET FY 19/20	ESTIMATE FY 19/20	ADOPTED FY 20/21
0011500	5143120 LEGAL SERVICES - RETAINER	210,420	222,511	268,459	277,318	282,310
0011500	5143410 OUTSIDE PROFESSIONAL LEGAL SERVICES	7,244	42,323	100,000	25,000	35,000
0011500	5143440 EMPLOYMENT LAW	50,510	4,756	0	0	0
0011500	5144065 NON-PROFESSIONAL LEGAL EXPENSES	44,179	29,953	103,180	35,000	65,000
	TOTAL OPERATING EXPENSES	312,353	299,543	471,639	337,318	382,310
	TOTAL LEGAL SERVICES	312,353	299,543	471,639	337,318	382,310

CITY ATTORNEY'S OFFICE BUDGET HIGHLIGHTS

3120 Legal Services – Retainer – This expense line item is used to fund for the services of the City Attorney’s Firm. The amount is set as a flat fee, which was approved by the Commission. The amount represents 100% of the total fee due for the fiscal year.

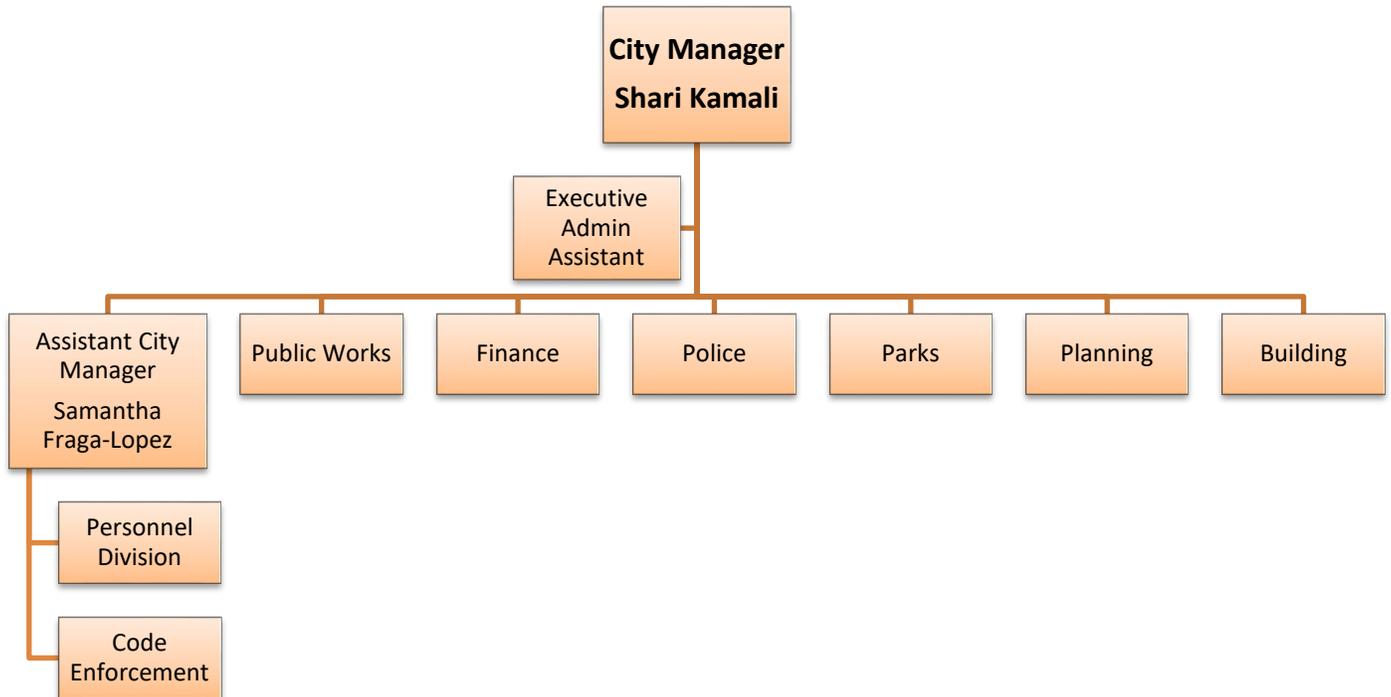
3410 Outside Professional Legal Services – Specialized legal counsel required throughout the fiscal year is paid from this line item for issues that include land use, zoning, employment, labor, and pension matters. Due to some current outstanding and future potential lawsuits requiring specialized legal services, outside council has been retained and the amount is estimated to cover the legal expense related to those issues.

4065 Non-Professional Legal Expenses – This line item encompasses other legal expenses incurred on behalf of, or for the benefit of, the City such as, court filing fees, court reporter fees, paralegal fees, witness fees, research by others, subscriptions, and continuing legal education



CITY MANAGER'S OFFICE

001-1310-513



MISSION

The City Manager is appointed by the City Mayor and Commission. The City Manager's Office provides overall direction and coordination of City operations to ensure that the City Commission's adopted policy goals are exceeded based on budget restrictions. This office continually evaluates the City's organizational structure as it relates to requirements for effective, efficient and economical public service.

CITY MANAGER'S OFFICE FUNCTION

The City Manager's Office implements official policies of the Mayor and City Commission by coordinating City services in an efficient, effective and responsive manner, providing support, guidance, communications and leadership to assure that quality municipal services are provided to our community.

As the City's Chief Executive Officer, the City Manager is ultimately responsible for all operations of the municipal corporation. The City Manager's Office provides organizational and fiscal management as well as program development and evaluation.



In addition to overseeing daily administrative operations, the City Manager's Office develops new systems and methods relative to City services and is responsible for the research and analysis of programs, in anticipation of future needs and challenges. The Manager's Office coordinates with the City Commission to propose and implement public policy and to manage the City's mission, goals and objectives.

Providing support to the Mayor and City Commission is another important aspect of this office. This involves effective communication and being available to the City Commission. The Manager's Office is at the vanguard of the organization, projecting vitality, professionalism and quality service to residents, private agencies, organizations and its own employees.

CITY MANAGER'S OFFICE ACCOMPLISHMENTS FOR FY 2020

- Delivered a fiscally responsible budget while maintaining the City's millage rate.
- Provided support and made recommendations to the City Commission.
- Continued to provide organizational and fiscal management that holds Departments accountable.
- See additional accomplishments on the Manager's Letter at the beginning of this budget document.

CITY MANAGER'S OFFICE OBJECTIVES FOR FY 2021

- Provide for an ethical and professional organizational culture, environment for all Department heads and managers.
- Continue to execute current and new policies including those developed by the governing body and monitor adherence to City policies.
- Deliver a fiscally responsible budget.
- Continue providing support and making recommendations to the City Commission.
- Engage the Commission and Staff in long term planning.



CITY MANAGER'S OFFICE BUDGET FY 2020-2021

001-1310-513

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 17/18	ACTUAL FY 18/19	BUDGET FY 19/20	ESTIMATE FY 19/20	ADOPTED FY 20/21
0011310	5131210 SALARIES-REGULAR	448,476	466,903	477,062	477,062	418,272
0011310	5132110 F.I.C.A.	25,652	28,397	36,495	36,495	31,998
0011310	5132210 PENSION PLAN CONTRIBUTION	23,941	28,767	36,601	36,601	48,194
0011310	5132220 ICMA	0	0	0	0	0
0011310	5132310 GROUP HEALTH INSURANCE	43,177	31,478	40,480	40,480	38,428
0011310	5132410 WORKER'S COMPENSATION	755	1,068	1,390	1,390	1,255
	TOTAL PERSONNEL SERVICES	542,001	556,613	592,028	592,028	538,147
0011310	5133450 CONTRACTUAL SERVICES	64,200	105,046	170,000	170,000	220,000
0011310	5134060 AUTO ALLOWANCE	7,803	11,877	11,100	11,100	10,800
0011310	5134065 CITY MANAGER EXPENSE	6,415	8,548	9,000	9,000	9,000
0011310	5134070 TRAVEL & CONFERENCE	3,897	13,372	10,000	2,000	10,000
0011310	5134080 EMPLOYEE EDUCATION	339	0	1,000	0	0
0011310	5134110 POSTAGE	1,139	1,139	1,500	500	1,000
0011310	5134120 COMMUNICATION	2,240	3,262	3,912	3,912	2,000
0011310	5134515 AUTO INSURANCE	715	493	750	500	500
0011310	5134710 PRINTING- INFRASTRUCTURE	1,844	1,483	2,000	2,000	2,000
0011310	5135210 SUPPLIES	2,963	11,470	10,000	10,000	10,000
0011310	5135230 FUEL	478	598	500	500	500
0011310	5135410 MEMBERSHIPS & SUBSCRIPTIONS	9,584	11,627	12,000	12,000	12,000
	TOTAL OPERATING EXPENSES	101,617	168,915	231,762	221,512	277,800
0011310	5139920 GENERAL CONTINGENCY	15,399	6,572	100,000	50,000	100,000
	OTHER FUNDING SOURCE	15,399	6,572	100,000	50,000	100,000
	TOTAL CITY MANAGER	659,017	732,100	923,790	863,540	915,947



CITY MANAGER’S OFFICE BUDGET HIGHLIGHTS

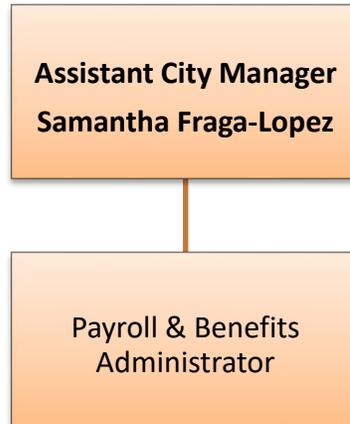
3450 Contractual Services –The City currently has agreements with one (1) lobbying firm, which focuses on obtaining appropriations and grants from the County and State.

State Lobbyist	50,000
Federal Lobbyist	30,000
Internal Auditor	50,000
Other Projects - Miscellaneous	40,000
Grant Management Contract	25,000
Newsletter, Facebook, & Instagram Contract	25,000
TOTAL	220,000



PERSONNEL DIVISION

001-1330-513



MISSION

As a strategic partner with City Departments, the Personnel Division seeks to provide our employees and applicants with a full range of professional quality services in a timely and cost-efficient manner. The Personnel Division actively attracts, retains, develops and ensures that each employee has an equal opportunity to succeed in the organization.

PERSONNEL DIVISION FUNCTION

The Personnel Division provides service to the City and the employees in numerous Personnel Division services. The major areas covered by the Office are benefits, organizational and employee development, diversity, compensation, employee relations, labor relations, staffing management, and risk management. Other major functions of the Office include: training and development, employee recruitment and selection, creation and evaluation of job descriptions, employee classifications, policy development, assessment, performance evaluation, disciplinary actions, wage and benefit surveys; group insurance benefits selection and monitoring, employee incentive programs, accident/incident investigation, reporting and monitoring for Workers Compensation, review of property values, insurance coverage and premiums, and general liability issues, and other related duties and responsibilities.



PERSONNEL DIVISION ACCOMPLISHMENTS FOR FY 2020

- Provided employees with up-to date information regarding events, wellness activities, and employee announcements via the monthly Employee Newsletter.
- Continued to provide trainings and workshops for employees and supervisors geared toward safety in the workplace as well as updates on employment laws for supervisors.
- Monitored and reviewed City Policies as contained in the Employee Manual and updated relevant portions as necessary as per State and Federal mandates.
- Continued to organize and digitize employee files to ensure ease of access and compliance with recordkeeping requirements.
- Ensured the continuation of Wellness Programs promoting employee participation in various health initiatives.
- Created a safety committee to monitor the effectiveness and performance of the City's safety programs.

PERSONNEL DIVISION OBJECTIVES FOR FY 2021

- Continue focusing on employee physical and mental wellness in order to have a healthy workforce and lower health insurance premiums
- Continue offering helpful content and communications via the monthly employee newsletter
- Conduct quarterly meetings with the City's Safety Committee
- Monitor updates in State and Federal legislation applicable to personnel and apply accordingly
- Conduct employee seminars and lunch and learns on a range of topics.



PERSONNEL DIVISION ACTIVITY REPORT

ACTIVITY	ACTUAL	ACTUAL	ACTUAL	PROJECTED	ESTIMATED
	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
National Background Screenings	60	60	60	55	40
Employment Advertisements	20	15	15	15	10
Wellness Fairs	4	4	2	2	1
Safety Meetings	6	4	4	4	4
Workers Compensation Claims	25	30	25	20	25
Pre-employment Physicals	35	40	20	30	20
Post-Accident Drug Screenings	100	50	50	50	50
Driver's License Checks	300	300	170	150	150



PERSONNEL DIVISION BUDGET FY 2020-2021

001-1330-513

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 17/18	ACTUAL FY 18/19	BUDGET FY 19/20	ESTIMATE FY 19/20	ADOPTED FY 20/21
0011330	5131210 SALARIES - REGULAR	124,240	133,611	140,067	140,067	61,323
0011330	5132110 F.I.C.A.	9,037	10,222	10,715	10,715	4,691
0011330	5132210 PENSION PLAN CONTRIBUTION	0	5,149	6,535	6,535	0
0011330	5132220 ICMA CONTRIBUTION	4,487	3,631	4,015	4,015	4,293
0011330	5132310 GROUP HEALTH INSURANCE	12,585	14,165	15,277	15,277	8,009
0011330	5132410 WORKER'S COMPENSATION	230	320	420	420	184
	TOTAL PERSONNEL SERVICES	150,579	167,098	177,029	177,029	78,500
0011330	5132510 UNEMPLOYMENT COMPENSATION	2,445	4,574	20,000	10,000	20,000
0011330	5132610 EMPLOYEE ASSISTANCE PROGRAM	7,864	3,913	10,000	7,000	10,000
0011330	5133160 RANDOM & PRE-EMPLOY TESTING	9,370	9,175	15,000	6,500	10,000
0011330	5133450 CONTRACTUAL SERVICES	57,638	65,037	65,000	65,000	65,000
0011330	5134080 EMPLOYEE EDUCATION	5,427	5,982	10,000	5,000	10,000
0011330	5134110 POSTAGE	228	228	300	150	300
0011330	5134120 COMMUNICATION	1,023	914	1,080	1,080	1,080
0011330	5134510 LIABILITY INSURANCE	355,480	457,108	430,000	382,977	450,000
0011330	5134710 PRINTING- INFRASTRUCTURE	1,520	1,242	2,460	2,400	2,460
0011330	5134850 ADVERTISING-NON-LEGAL	0	3,106	5,000	5,000	5,000
0011330	5135210 SUPPLIES	2,652	2,004	3,000	3,000	3,000
0011330	5135410 MEMBERSHIPS & SUBSCRIPTIONS	260	0	1,000	500	1,000
	TOTAL OPERATING EXPENSES	443,907	553,283	562,840	488,607	577,840
0011330	5139920 CONTINGENCY	0	0	5,000	0	5,000
	OTHER FUNDING SOURCE	0	0	5,000	0	5,000
	TOTAL HUMAN RESOURCES	594,486	720,381	744,869	665,636	661,340

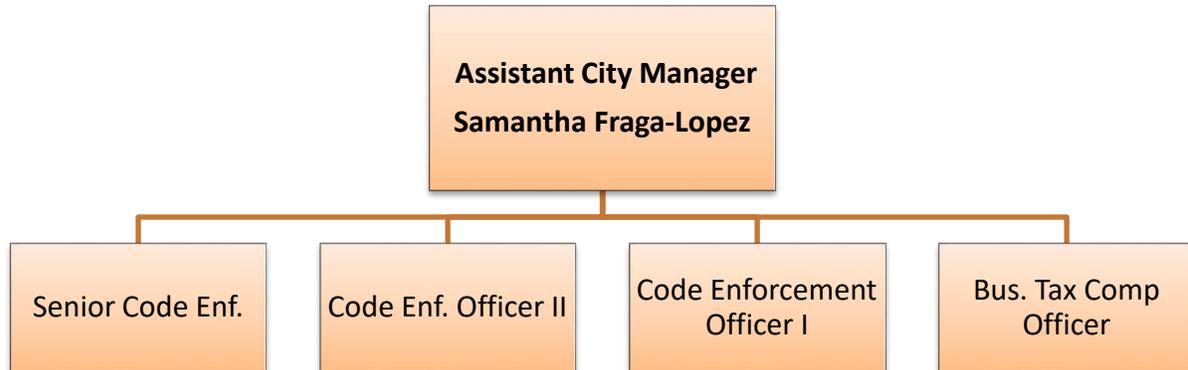
PERSONNEL DIVISION BUDGET HIGHLIGHTS

2510 Unemployment Compensation – The City, like most other governmental agencies, have opted out of the State Insurance Compensation Insurance program. The City only pays unemployment compensation benefits to eligible individuals, which have separated from the City without cause.



CODE ENFORCEMENT DIVISION

001-1640-524



MISSION

The City of South Miami Code Enforcement Division is committed to the community it serves. As dedicated providers of municipal services and steward of the public trust we promote the well-being of a community where people desire pleasant living.

Code Enforcement's mission is to achieve code compliance by using consistent, fair and effective means to promote, maintain and ensure a high quality of life for the community.

CODE ENFORCEMENT DIVISION FUNCTIONS

The Code Enforcement Office functions are to enforce zoning and building codes, business tax license Registrations, codes and regulations.

To prepare, schedule and present Code Enforcement Hearings and provide administrative support to Special Magistrate.



CODE ENFORCEMENT DIVISION ACCOMPLISHMENTS FOR FY 2020

- Informed and made residents aware of the do's and don'ts of the City's tree ordinances for trimming and removal of trees.
- Improved the aesthetics of the City using proactive code enforcement with a concentration on the entry corridors attracting people to visit, reside or even open a business.
- Increased the effectiveness of the office and field staff through education and cross training.
- Increased neighborhood patrolling in order to keep residents and business owners aware of the requirements under the City's Code.

CODE ENFORCEMENT DIVISION OBJECTIVES FOR FY 2021

- Assist residents and businesses with staying safe and informed during the COVID -19 Pandemic Orders as well as all standard regulations.
- Continue city wide inspections of code enforcement and business tax inspections to ensure protection of property values and the environment.
- Proactively investigate unlicensed home occupational businesses and short-term rentals throughout the city.
- Set up a data base for cross referencing unlicensed businesses with Sun Biz. Org and or other county/state agencies.



CODE ENFORCEMENT BUDGET FY 2020-2021

001-1640-524

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 17/18	ACTUAL FY 18/19	BUDGET FY 19/20	ESTIMATE FY 19/20	ADOPTED FY 20/21
0011640	5241210 SALARIES - REGULAR	241,622	248,580	255,901	255,901	260,504
0011640	5241410 SALARIES - OVERTIME	23	0	0	0	0
0011640	5242110 F.I.C.A.	18,266	18,985	19,576	19,576	19,929
0011640	5242210 PENSION PLAN CONTRIBUTION	12,932	15,472	20,153	20,153	20,517
0011640	5242220 ICMA RETIREMENT	0	0	0	0	0
0011640	5242310 GROUP HEALTH INSURANCE	28,594	28,299	30,554	30,554	32,037
0011640	5242410 WORKER'S COMPENSATION	4,346	6,168	10,587	10,587	10,778
	TOTAL PERSONNEL SERVICES	305,783	317,504	336,771	336,771	343,765
0011640	5243111 CONTRACTUAL - SPECIAL MASTER	5,400	3,300	4,800	4,800	10,000
0011640	5243450 CONTRACTUAL	6,200	1,790	7,500	5,000	5,000
0011640	5244070 TRAVEL & CONFERENCE	438	0	1,200	500	1,200
0011640	5244080 EMPLOYEE EDUCATION	930	0	2,500	500	2,500
0011640	5244110 POSTAGE	5,313	5,313	7,000	2,500	5,000
0011640	5244120 COMMUNICATION	3,804	3,307	2,700	2,700	2,685
0011640	5244515 LIABILITY INSURANCE-AUTO	2,883	1,992	3,500	3,500	3,500
0011640	5244710 PRINTING-INFRASTRUCTURE	1,342	1,175	1,650	1,650	1,650
0011640	5244920 OTHER CHARGES-LIENS	473	356	1,650	650	1,650
0011640	5245205 COMPUTER EQUIPMENT	0	0	1,000	500	1,000
0011640	5245210 SUPPLIES	3,344	2,849	3,500	3,500	3,500
0011640	5245220 UNIFORMS	324	390	2,000	2,000	2,000
0011640	5245230 FUEL	1,359	1,647	2,065	2,058	2,058
0011640	5245410 MEMBERSHIPS & SUBSCRIPTIONS	70	155	500	500	500
	TOTAL OPERATING EXPENSES	31,880	22,274	41,565	30,358	42,243
0011640	5249920 CONTINGENCY	0	0	5,000	0	5,000
	OTHER FUNDING SOURCE	0	0	5,000	0	5,000
	TOTAL CODE ENFORCEMENT	337,663	339,778	383,336	367,129	391,008

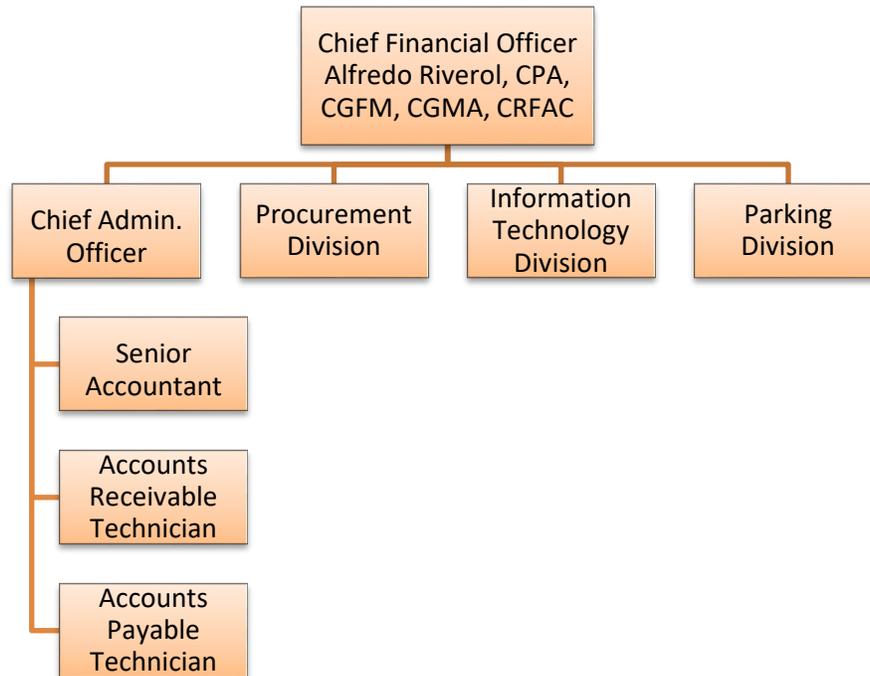
CODE ENFORCEMENT DIVISION BUDGET HIGHLIGHTS

3450 Contractual Services –This line item is used to cover the cost of lot clearing, overgrown properties, debris removal and board-ups.



FINANCE DEPARTMENT

001-1410-513



MISSION

In a spirit of excellence, integrity, and dedication, the Finance Department is committed to providing timely, accurate, clear and complete financial information and support to other City Departments, citizens, and the community at large.

FINANCE DEPARTMENT FUNCTION

The Finance Department is responsible for the proper accounting of all City funds and compliance with all applicable regulations and laws. Routine duties include processing accounts payable, accounts receivable, central collections, general ledger fund accounting, preparation of applicable state and federal reports, and periodic financial reports to management, administering debt service, and investment of City funds. The Department is also responsible for the implementation and control of the approved budget and the preparation, and disclosure of the financial statements, including responses to the external auditors. It also provides other Departments with financial analysis and assists with banking transactions that arise during the year.

The Division of Parking and Central Services, as well as the Management Information System Division report under the Finance Department.



FINANCE DEPARTMENT ACCOMPLISHMENTS FOR FY 2020

- Assisted the City Manager in the preparation of a balanced FY 2020 Annual Operating and Capital Budget
- Produced the Comprehensive Annual Financial Report (CAFR) without auditor findings.
- Produced and posted online the Popular Annual Financial Report (PAFR).
- Obtained all three Government Finance Officers Association (GFOA) prestigious awards for Budget, CAFR, and PAFR; certifying that the City's finance reports are being produced at the highest standard possible. Posted online accurate and timely budget and financial reports on a monthly basis.
- Continued to produce and post online the City's monthly finance report before every second regular Commission meeting
- Helped support all City Departments and Divisions with financial advice and guidance.

FINANCE DEPARTMENT OBJECTIVES FOR FY 2021

- Continue to pursue implementation and establishment of an online payment option for certain provided City services such as False Alarms.
- Continue to produce and post online before every second regular Commission meeting of the month the City's monthly finance report for the previous month.
- Continue to produce the Comprehensive Annual Financial Report (CAFR) without auditor findings.
- Obtaining all three Government Finance Officers Association (GFOA) prestigious awards for Budget, CAFR, and PAFR; certifying that the City's finance reports are being produced at the highest standard possible.



FINANCE DEPARTMENT ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2017	ACTUAL FY 2018	ACTUAL FY 2019	PROJECTED FY 2020	ESTIMATED FY 2021
Number of Parking Decals Sold	1,632	1,898	2,071	1,600	1,900
Comprehensive Annual Fin. Rep. (CAFR)	1	1	1	1	1
Popular Annual Financial Report (PFAR)	1	1	1	1	1
Number of Annual Balanced Budget	1	1	1	1	1
Number of A/P Checks/EFT's Processed	2,880	3,318	3,344	3,400	3,400



FINANCE DEPARTMENT BUDGET FY 2020-2021

001-1410-513

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 17/18	ACTUAL FY 18/19	BUDGET FY 19/20	ESTIMATE FY 19/20	ADOPTED FY 20/21
0011410	5131210 SALARIES - REGULAR	399,723	432,372	431,827	431,827	421,635
0011410	5131310 SALARIES - PART TIME	15,850	13,140	16,076	16,076	0
0011410	5132110 F.I.C.A.	31,782	32,470	34,265	34,265	32,255
0011410	5132210 PENSION PLAN CONTRIBUTION	18,639	22,232	29,916	29,916	26,989
0011410	5132220 DEFERRED COMPENSATION (ICMA)	3,502	3,216	3,720	3,720	5,960
0011410	5132310 GROUP HEALTH INSURANCE	36,274	34,856	38,192	38,192	40,046
0011410	5132410 WORKER'S COMPENSATION	717	1,013	1,344	1,344	1,265
	TOTAL PERSONNEL SERVICES	506,487	539,299	555,340	555,340	528,150
0011410	5133100 PROFESSIONAL SERVICES	6,917	15,711	10,000	9,586	10,000
0011410	5133210 AUDITOR'S FEE	76,645	63,790	79,000	79,000	79,000
0011410	5133450 CONTRACTUAL SERVICES	13,968	9,224	14,860	14,860	14,860
0011410	5133459 CONTRACTUAL SERVICES- PARKING	452,446	471,592	545,827	526,220	584,194
0011410	5134070 TRAVEL & CONFERENCE	2,399	3,283	3,710	0	0
0011410	5134110 POSTAGE	5,336	5,336	7,030	7,030	7,030
0011410	5134120 COMMUNICATION	1,080	1,089	1,080	1,080	1,080
0011410	5134515 AUTO INSURANCE	2,935	2,028	3,084	3,084	3,084
0011410	5134634 MAINTENANCE COMP PROGRAMS	39,776	42,270	53,469	53,469	55,351
0011410	5134710 PRINTING- INFRASTRUCTURE	1,230	1,230	1,230	1,230	1,230
0011410	5135205 COMPUTER EQUIPMENT	0	1,260	1,500	1,500	1,500
0011410	5135210 SUPPLIES	8,720	6,767	7,900	7,900	7,900
0011410	5135230 FUEL	994	1,201	1,500	1,200	1,500
0011410	5135410 MEMBERSHIPS & SUBSCRIPTIONS	1,507	1,914	1,660	1,660	1,660
	TOTAL OPERATING EXPENSES	613,953	626,695	731,850	707,819	768,389
0011410	5137110 DEBT SERVICE- PRINCIPAL	0	0	0	0	0
0011410	5137210 DEBT SERVICE- INTEREST	0	0	0	0	0
	TOTAL DEBT SERVICE	0	0	0	0	0
0011410	5139920 CONTINGENCY	0	0	5000	1725	5,000
	OTHER FUNDING SOURCE	0	0	5,000	1,725	5,000
	TOTAL FINANCE	1,120,440	1,165,994	1,292,190	1,264,884	1,301,539



INFORMATION TECHNOLOGY DIVISION (ITD)

001-1340-513

MISSION

The mission of the Information Technology Division (ITD) of the City of South Miami is to provide quality design, implementation, and support of all computer based and related technologies necessary for the staff to perform their duties as efficiently and expediently as possible.

INFORMATION TECHNOLOGY DIVISION FUNCTION

The City's Information Technology Division Office is recognized among municipalities as a premier provider of technology infrastructure and services. Our ultimate function is to make information available anytime and anywhere.

In partnership with City Departments, the Information Technology Division provides strategic vision for effective information systems. Accomplishment of this mission will facilitate knowledge sharing and will result in satisfied customers.

The Information Technology Division is responsible for three main initiatives: The City's Information Technology and Network, Cable Television Services and the City's website.

INFORMATION TECHNOLOGY DIVISION ACCOMPLISHMENTS FY 2020

- Replaced over 20 personal computers (PCs) for City personnel.
- Developed and enhanced the City's SharePoint site, to better help City staff work from home during the COVID-19 Stay at home order.
- Updated the City's Finance Software to the newest version 19.2.
- Provided Parks with direct connectivity to the County ITD Data Center
- Provided Public Works with Direct Connectivity to County ITD Data Center.
- Established Zoom Video Site to conduct public meetings.
- Completed the deployment of Office 365 for all Police employees.
- Designed and Installed a new complete digital Media System within the City's Commission Chambers.
- Updated TRAKit to the new version available.



INFORMATION TECHNOLOGY DIVISION OBJECTIVES FOR FY 2021

- Continue to deploy Laptops as part of the City’s personnel computer program.
- Continue developing the SharePoint site, giving City Staff the ability to work remotely.
- Revamp the City’s website to become more customer friendly.
- Continue to provide 100% customer satisfaction.

INFORMATION TECHNOLOGY DIVISION BUDGET FY 2020-2021

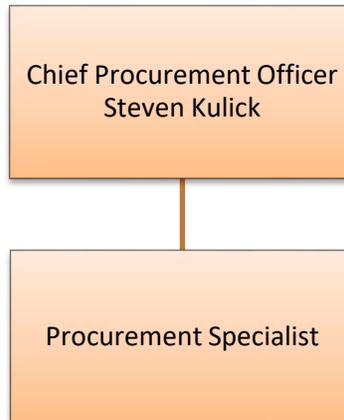
001-1340-513

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 17/18	ACTUAL FY 18/19	BUDGET FY 19/20	ESTIMATE FY 19/20	ADOPTED FY 20/21
0011340 5133450	CONTRACTUAL SERV - INFRASTRUCT	215,104	188,232	277,080	262,580	295,477
0011340 5134632	INTERNET SERVICE	60,338	62,194	101,036	78,146	50,554
0011340 5134634	MAINTENANCE - INTERNET SERVICE	76,218	79,342	114,939	142,020	159,398
0011340 5135205	COMPUTER EQUIPMENT	11,188	15,397	26,800	26,800	32,120
0011340 5135210	SUPPLIES	9,890	1,974	2,055	2,050	3,440
	TOTAL OPERATING EXPENSES	372,738	347,139	521,910	511,596	540,989
	TOTAL ITD	372,738	347,139	521,910	511,596	540,989



PROCUREMENT DIVISION

001-1320-513



MISSION

The mission of Procurement Division is to provide and ensure a high quality of service to City Departments for the taxpayers of South Miami. This is accomplished by properly vetting proposals leading to the awarding of contracts to highly qualified vendors who meet bid and proposal specifications and a thorough background investigation. The Procurement Division promises to obtain the best quality of goods and services by maximizing its purchasing power through integrity, equality, efficiency and effectiveness.

PROCUREMENT DIVISION FUNCTION

The mission statement for the Procurement Division of the City of South Miami is to maximize the investment of our citizens by utilizing City values including the highest level of integrity and the best business practices, to provide goods and services to City Departments, to insure integrity, and to maintain the highest ethical standards following the Florida Statutes, Code of Ordinance, City Charter and Purchasing Policies.

PROCUREMENT DIVISION ACCOMPLISHMENTS IN FY 2020

- Assisted in the City's FDOT agency certification enabling the City to apply for future projects that are funded by FDOT grants.
- Expand the Bids and RFP's web page of the City's website to include a section for Unsolicited Proposals and any other unique solicitation platforms.
- Continue to promote the use of the "Notify Me" feature on the City's website to increase the visibility and traction of formal solicitations that are posted on the City's website.



- Assist Departments in vendor selection information and expenditures with City policy and reporting requirements to the Commission.
- Maintain and monitor citywide fixed assets and inventory control.
- Prepare Request for Proposals, Request for Qualifications and Bids for citywide requirements.
- Ensure the City maintains a fair, open, transparent and competitive procurement process.

PROCUREMENT DIVISION OBJECTIVES FOR FY 2021

The main goal of the Procurement Division is to improve the quality of service that we provide to our Citizens and to the City's Departments. We are eager to accomplish our goal in order to operate more efficiently, by implementing the following procedures:

- Transition all solicitation to on-line bidding using a third-party provider, Demand Star.
- When possible, conduct Pre-bids, Selection Committee meetings, and Bid Openings to virtual meetings in accordance with Florida Statutes and Sunshine Laws.
- Coordinate department vehicle purchases with the annual release of the Florida Sheriffs Association Bid for Police Rated, Administrative, Utility Vehicles, Trucks & Vans, Cab & Chassis and other fleet equipment.
- Continue to promote the use of the "Notify Me" feature on the City's website to increase the visibility and traction of formal solicitations that are posted on Demand Star.
- Assist Departments in vendor selection information and expenditures with City policy and reporting requirements to the Commission.
- Maintain and monitor citywide fixed assets and inventory control.
- Prepare Request for Proposals, Request for Qualifications and Bids for citywide requirements.
- Ensure the City maintains a fair, open, transparent and competitive procurement process.



PROCUREMENT DIVISION ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2017	ACTUAL FY 2018	ACTUAL FY 2019	PROJECTED FY 2020	ESTIMATED FY 2021
Purchase Orders Issued	256	230	262	210	250
No. of RFP's & RFQ's Issued	35	35	31	20	25

PROCUREMENT DIVISION BUDGET FY 2020-2021

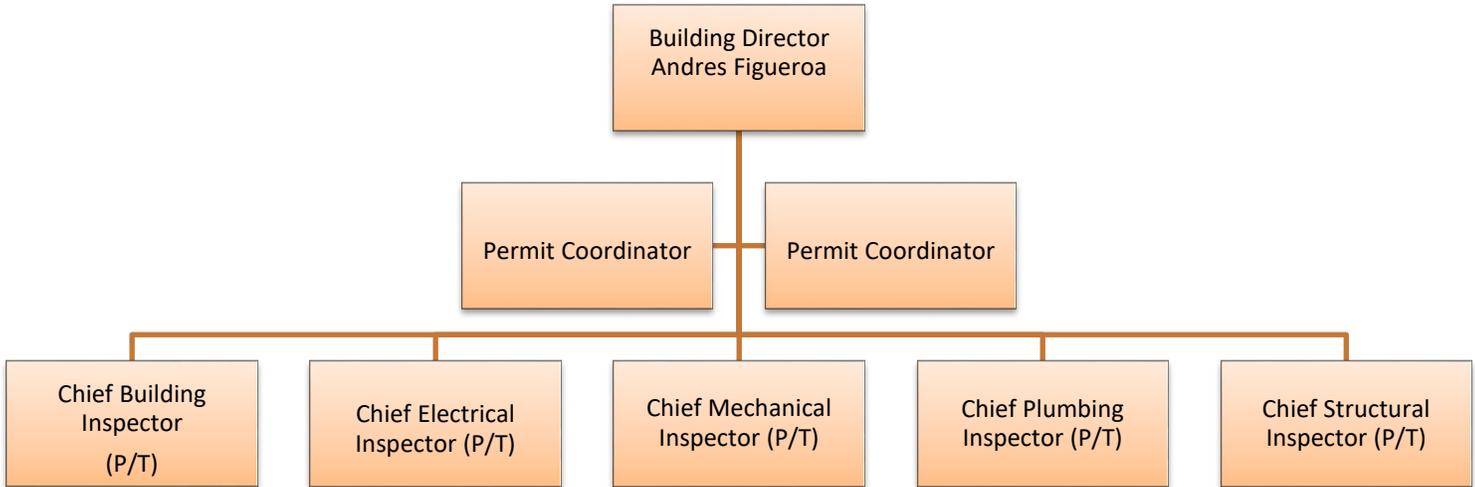
001-1320-513

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 17/18	ACTUAL FY 18/19	BUDGET FY 19/20	ESTIMATE FY 19/20	ADOPTED FY 20/21
0011320	5131210 SALARIES - REGULAR	120,921	122,726	125,525	125,525	127,782
0011320	5131410 OVERTIME	4,648	4,459	7,654	7,654	7,134
0011320	5132110 F.I.C.A.	10,491	10,506	10,188	10,188	10,321
0011320	5132210 PENSION PLAN CONTRIBUTION	6,737	8,012	10,521	10,521	10,658
0011320	5132310 GROUP HEALTH INSURANCE	14,299	14,063	15,277	15,277	16,019
0011320	5132410 WORKER'S COMPENSATION	206	290	377	377	383
	TOTAL PERSONNEL SERVICES	157,302	160,056	169,542	169,542	172,297
0011320	5133450 CONTRACTUAL SERVICES	6,000	6,100	6,200	6,200	6,300
0011320	5134110 POSTAGE	2,237	1,357	3,000	1,500	3,000
0011320	5134120 COMMUNICATION	1,008	1,177	1,750	1,750	1,152
0011320	5134125 TELEPHONE	45,491	47,780	46,093	49,419	45,293
0011320	5134420 LEASE POSTAGE MACH	2,904	2,904	2,904	2,094	2,904
0011320	5134615 MAINT - OFFICE EQUIPMENT	1,020	1,020	1,020	1,020	1,295
0011320	5134620 MAINT-OPERATING EQUIPMENT	0	0	250	0	0
0011320	5134710 PRINT/BIND/COPYING	1,996	1,727	2,461	2,461	2,461
0011320	5134720 PRINTING-CONTRACTUAL	653	1,064	2,000	1,500	2,000
0011320	5135210 SUPPLIES	14,174	12,402	16,150	16,150	16,150
	MEMBERSHIPS &					
0011320	5135410 SUBSCRIPTIONS	273	273	330	280	330
	TOTAL OPERATING EXPENSES	75,756	75,804	82,158	82,374	80,885
0011320	5139920 CONTINGENCY	0	0	5,000	0	5,000
	OTHER FUNDING SOURCE	0	0	5,000	0	5,000
	TOTAL PROCUREMENT DIVISION	233,058	235,860	256,700	251,916	258,182



BUILDING DEPARTMENT

001-1610-524



MISSION

The Mission is to protect the Community from dangerous construction. The Building Department enforces the State of Florida Building Code within the boundaries of the City of South Miami and collaborates with other City Departments in the enforcement of local codes.

FUNCTION

To enforce the State of Florida Building Code within the boundaries of the City of South Miami and collaborate with other City Departments in the enforcement of local codes. It provides fair, consistent and equitable interpretation of codes during the review of construction documents submitted for building permits and during the field inspection conducted for compliance. The Department also certifies buildings upon completion and at pre-stated periods afterwards.

BUILDING DEPARTMENT ACCOMPLISHMENTS FY 2020

- Maintained a high level of customer service during the performance of its operational duties and responsibilities.
- Completed 100% of all building inspections requested before 4:00 pm and were documented by the end of the next working day.
- Continued to keep accurate records of financial and workload parameters for the Department.
- Made sure the inspectors had all the necessary training to complete all the inspections in a professional manner.



- Processed 100% of building permit applications within ten working days after approvals by other departments.
- Kept track and reviewed all departmental performance parameters and submitted monthly reports.
- Performed 100% of all building inspections requested during COVID-19.
- Provided office support during COVID-19 for the submittal and issuance of permits.
- Introduced the online payment module to the public.
- Provided technical assistance for the online module.

BUILDING DEPARTMENT OBJECTIVES FY 2021

- Maintain high level of customer service during the performance of its operational duties and responsibilities.
- Complete 100% of all building inspections requested before 4:00 pm and document them by the end of the next working day.
- Continue to keep accurate records of financial and workload parameters for the Department.
- Make sure the inspectors had all the necessary training to complete all the inspections in a professional manner.
- Process 100% of building permit applications within ten working days after approvals by other departments.
- Keep track and review all departmental performance parameters and submit monthly reports.



BUILDING DEPARTMENT ACTIVITY REPORT

ACTIVITY		ACTUAL FY 2017	ACTUAL FY 2018	ACTUAL FY 2019	PROJECTED FY 2020	ESTIMATED FY 2021
PERMITS:						
	Building	624	616	620	620	615
	Roofing	159	221	225	225	220
	Electrical	306	319	320	320	315
	Mechanical	145	141	145	145	140
	Plumbing	246	187	190	190	185
TOTAL PERMITS		1,480	1,484	1,500	1,500	1,475
INSPECTIONS:						
	Building	1,797	1,454	1,460	1,460	1,450
	Roofing	654	710	740	740	730
	Electrical	732	758	760	760	750
	Mechanical	327	336	340	340	330
	Plumbing	731	490	500	500	490
TOTAL INSPECTIONS		4,241	3,748	3,800	3,800	3,750



BUILDING DEPARTMENT BUDGET FY 2020-2021

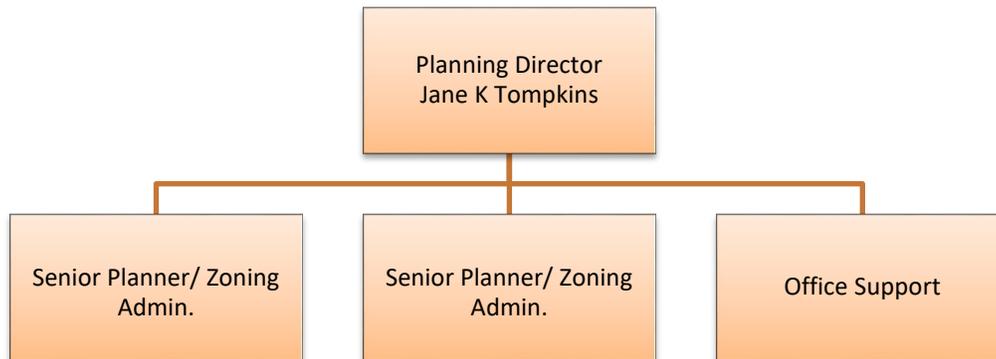
001-1610-524

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 17/18	ACTUAL FY 18/19	BUDGET FY 19/20	ESTIMATE FY 19/20	ADOPTED FY 20/21
0011610	5241210 SALARIES - REGULAR	259,382	275,111	281,768	281,768	191,713
	SALARIES - PART TIME -					
0011610	5241310 INSPECTORS	137,904	142,335	146,580	146,580	179,331
0011610	5242110 F.I.C.A.	30,301	32,035	32,769	32,769	28,385
0011610	5242210 PENSION PLAN CONTRIBUTION	3,846	4,702	6,174	6,174	0
0011610	5242220 ICMA RETIREMENT	11,381	11,989	14,253	14,253	13,420
0011610	5242310 GROUP HEALTH INSURANCE	28,412	28,132	30,554	30,554	24,028
0011610	5242410 WORKER'S COMPENSATION	4,935	6,980	9,092	9,092	6,170
	TOTAL PERSONNEL SERVICES	476,161	501,284	521,190	521,190	443,047
0011610	5243150 CONTRACT INSPECTORS	2,300	2,700	3,000	3,000	3,000
0011610	5243450 CONTRACTUAL SERVICES	0	0	1,000	0	1,000
0011610	5244110 POSTAGE	152	152	200	50	200
0011610	5244120 COMMUNICATION	2,287	2,504	4,020	4,020	4,020
0011610	5244515 LIABILITY INSURANCE- AUTO	730	504	767	767	767
0011610	5244710 PRINTING - INFRASTRUCTURE	1,391	1,320	1,640	1,640	1,640
0011610	5245206 COMPUTER SOFTWARE	34,132	1,316	7,000	0	0
0011610	5245210 SUPPLIES	8,820	2,358	5,000	2,500	5,000
0011610	5245220 UNIFORMS	1,528	1,810	1,840	0	1,840
0011610	5245230 FUEL	793	960	1,204	1,204	1,204
0011610	5245410 MEMBERSHIPS & SUBSCRIPTIONS	0	155	160	160	160
	TOTAL OPERATING EXPENSES	52,133	13,779	25,831	13,341	18,831
0011610	5249920 CONTINGENCY	0	0	5,000	0	5,000
	OTHER FUNDING SOURCE	0	0	5,000	0	5,000
	TOTAL BUILDING DEPARTMENT	528,294	515,063	552,021	534,531	466,878



PLANNING AND ZONING DEPARTMENT

001-1620-524



MISSION

The Planning and Zoning Department is committed to providing the community with high-quality services and programs to enhance the quality of life of the City of South Miami residents, businesses and visitors, and to promote a well-designed, physically integrated, livable and prosperous community. The Planning and Zoning Department provides technical support to the City Manager, City Commission, other Departments, appointed boards, residents, the business community and the general public on current land use and development issues.

PLANNING and ZONING FUNCTION

The Department is charged with the oversight of all inquiries pertaining to the City's adopted land use and zoning provisions, including but not limited to, property plat and zoning information, Comprehensive Plan amendments, variance requests, site plan reviews, issuance of sign permits, tree removal permits, land development regulations and code compliance activity. The review responsibility for this division is regulated by Florida Statutes Chapters 162, 163 and 380 and Florida Administrative Code Section 9-J5 and 9-J11 along with the City Charter and Code. These regulations control the development and implementation of City Comprehensive Plan, including development regulations, concurrency regulations, and other issues relating to the overall planning and land use function.



PLANNING & ZONING ACCOMPLISHMENTS FY 2020

- Completed the overall updating of the Land Development Code.
- Completed the Affordable Housing Study.
- Completed the approval process for the redevelopment plans for the Winn-Dixie property.
- Completed the 20-Year Water Supply Facilities Work Plan Update and associated amendments to the Comprehensive Plan.
- Evaluated plans for the redevelopment of City Hall and the Police Station.
- Assisted ECI SOMI, LLC with plans for the development of a mixed-use project at 7435 SW 61 Avenue.
- Assisted 6330 Sunset LLC with plans for the development of an office building at 6330 Sunset Drive.
- Finalized the study of the Community Rating System score and participated in the program audit.
- Prepared a Land Development Code amendment addressing parking requirements in the Transit Oriented Development District (TODD).
- Studied the RT-9 zoning district regulations and prepared an amendment aimed at making townhouse projects more feasible and viable.
- Assisted the Community Redevelopment Agency and Miami-Dade County with Future Land Use Map and Zoning Map amendments for South Miami Gardens to order to facilitate redevelopment of the property.
- Prepared a Land Development Code amendment regarding medical marijuana retail centers and pharmacies in accordance with state requirements.
- Assisted the Historic Preservation Board with a recognition ceremony at the Dowling Building in honor of the recently completed restoration project.
- Continued with implementation of the South Miami Intermodal Transportation Plan.
- Completed the Updated Park Impact Fee Study and prepared the amendments needed to change the fee.



PLANNING & ZONING OBJECTIVES FY 2021

- Prepare Land Development Code amendments to implement recommendations of the Affordable Housing Study.
- Explore options for incentivizing the use of green building standards in new development and redevelopment.
- Prepare amendments to the landscaping regulation and tree protection regulations of the Land Development Code.
- Research code options for standards for residential “tear downs” and design guidelines for new development.
- Prepare recommendations for code changes related to the use of impervious materials in residential development.
- Assist with the approval process for the redevelopment of City Hall and the Police Station.

PLANNING & ZONING DEPARTMENT ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2017	ACTUAL FY 2018	ACTUAL FY 2019	PROJECTED FY 2020	ESTIMATED FY 2021
Building Permits Reviewed	920	933	950	700	900
Grant Applications Prepared	13	15	NA	NA	NA
Items Processed for:					
Planning Board	19	25	25	30	30
Environment. Review & Preserv. Board	85	76	72	80	80
Historic Preservation Board	5	3	8	5	5



PLANNING AND ZONING DEPARTMENT BUDGET FY 2020-2021

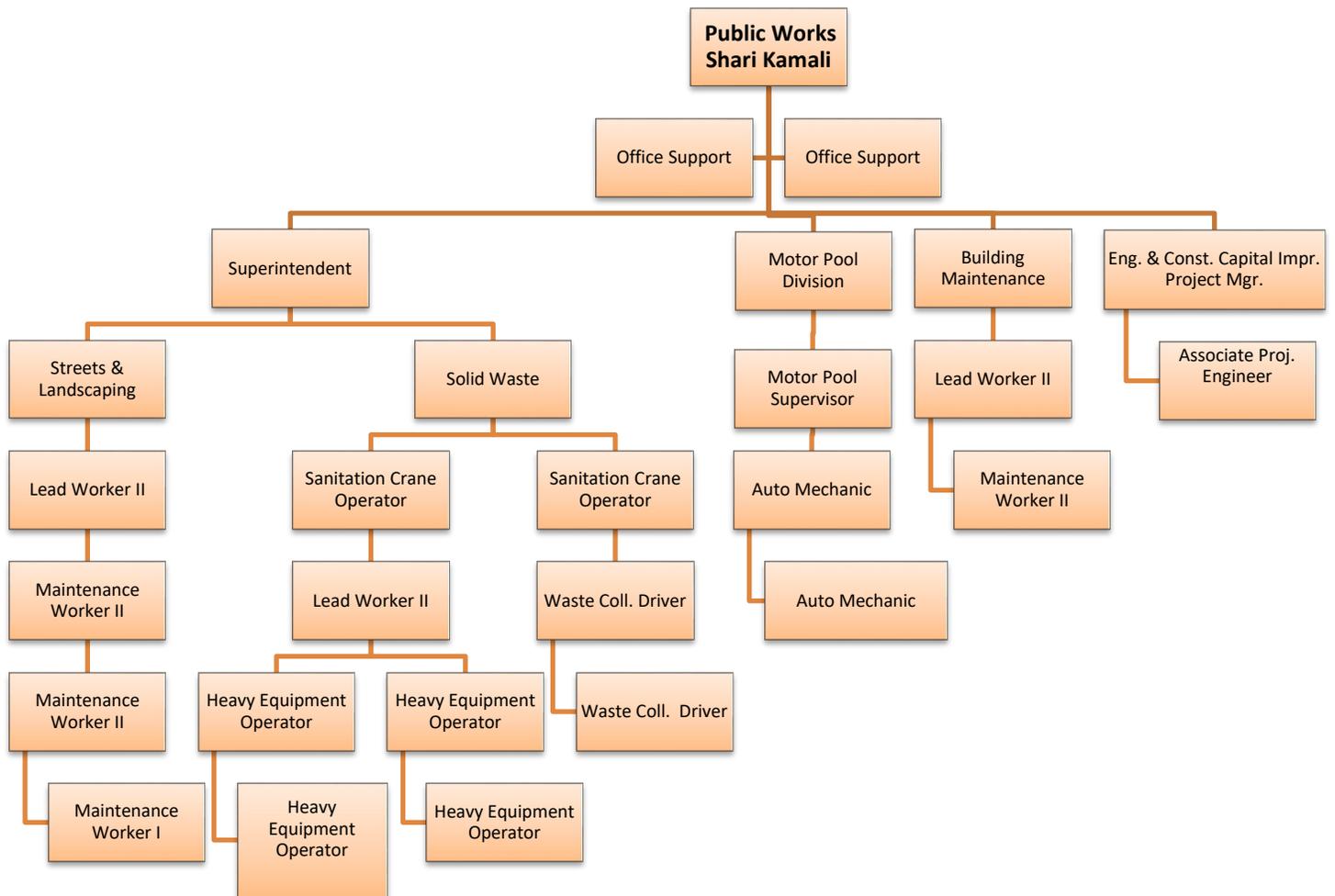
001-1620-524

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 17/18	ACTUAL FY 18/19	BUDGET FY 19/20	ESTIMATE FY 19/20	ADOPTED FY 20/21
0011620	5241210 SALARIES - REGULAR	330,029	327,936	336,657	336,657	291,077
0011620	5241310 SALARIES - PART-TIME	6,180	0	0	0	0
0011620	5242110 F.I.C.A.	26,692	26,614	25,754	25,754	22,267
0011620	5242210 PENSION PLAN CONTRIBUTION	14,301	16,971	22,631	22,631	22,995
0011620	5242220 ICMA RETIREMENT	4,243	3,717	3,513	3,513	0
0011620	5242310 GROUP HEALTH INSURANCE	34,894	36,174	38,192	38,192	32,037
0011620	5242410 WORKER'S COMPENSATION	581	770	1,010	1,010	873
	TOTAL PERSONNEL SERVICES	416,920	412,182	427,757	427,757	369,249
0011620	5243100 PROFESSIONAL SERVICES	0	0	1,070	1,070	1,070
0011620	5243450 CONTRACTUAL SERVICES	113,268	113,333	113,400	80,000	105,000
0011620	5244070 TRAVEL & CONFERENCE	1,077	125	1,400	1,400	1,400
0011620	5244110 POSTAGE	1,898	1,898	2,500	2,500	2,500
0011620	5244120 COMMUNICATION	2,367	1,197	1,620	1,620	1,620
0011620	5244515 LIABILITY INSURANCE - AUTO	449	333	477	477	477
0011620	5244620 MAINTENANCE-OPER EQPT.	750	950	5,500	5,500	5,500
0011620	5244634 MAINTENANCE-INTERNET SOFTWARE	3,000	0	4,000	4,000	4,000
0011620	5244710 PRINTING-INFRASTRUCTURE	1,342	1,175	1,640	1,640	1,640
0011620	5244910 LEGAL ADS	4,812	3,684	4,000	4,000	4,000
0011620	5245205 COMPUTER-EQUIPMENT	0	0	1,000	1,000	1,000
0011620	5245210 SUPPLIES	1,227	2,491	2,750	2,000	2,750
0011620	5245230 FUEL	75	86	108	80	108
0011620	5245410 MEMBERSHIPS & SUBSCRIPTIONS	1,314	1,124	1,755	1,755	1,755
	TOTAL OPERATING EXPENSES	131,579	126,396	141,220	107,042	132,820
0011620	5249920 CONTINGENCY	0	0	5,000	2,500	5,000
	OTHER FUNDING SOURCE	0	0	5,000	2,500	5,000
	TOTAL PLANNING & ZONING	548,499	538,578	573,977	537,299	507,069



PUBLIC WORKS DEPARTMENT

PUBLIC WORKS ORGANIZATIONAL CHART





PUBLIC WORKS OFFICE OF THE DIRECTOR

001-1770-519

The Public Works Department is organized into administration staff, management personnel and five divisions: (1) Solid Waste; (2) Streets and Landscaping; (3) Building Maintenance; (4) Motor Pool; and (5) Engineering and Construction. Each Division plays a critical role in providing comprehensive services to maintain and improve the needs of the City, as well as providing support to all City Departments and Divisions.

MISSION

To support and enhance a high quality of life for the City's residents, businesses and visitors by providing well planned, environmentally sensitive, cost effective, infrastructure and services to promote public safety, transportation and economic growth; to respond and aid in recovery from emergencies by providing and managing public works service; to foster effective oversight of the Department of Public Works including Engineering and Construction, Street Services, Street Lighting and Solid Waste.

PUBLIC WORKS OFFICE OF THE DIRECTOR FUNCTION

The Department's administration is the key line of communication for all inquiries on Department's services and resources. The Department's administration staff tends to a wide range of residents' inquiries, such as solid waste collection, road hazards, all construction activities, Miami Dade County recycling program, and others. The administration and management staff handles Department events and administers the budget for all Divisions, Documents payroll, and processes requisitions for vendors' purchase orders. The Department's management personnel oversee all Department functions and manpower and obtain bids, negotiate and administer contracts for outsourcing services.

PUBLIC WORKS OFFICE OF THE DIRECTOR ACCOMPLISHMENTS FOR FY 2020

- Managed the Department's Operations.
- Focused on the elimination of unused and inoperable equipment and provided the surplus for auction.
- Maintained the City's storage facility in the Public Works Compound for better access and display of storage contents.



PUBLIC WORKS OFFICE OF THE DIRECTOR OBJECTIVES FOR FY 2021

- Reduce operation costs through competitive bidding and negotiation on purchases and services.
- Implement Florida Green Local Government Standards at Public Works and all other Departments in accordance with the suggested criteria of the Florida Green Building Coalition and recommendation of the City's Green Task Force.
- Promote seasonal events such as Public Works Weeks, Water Day, Earth Day and Arbor Day as well as any other City organized events.
- Enhance Department's performance by using team building and promoting departmental values, goals and direction. Continue to improve internal communications.
- Improve cooperation with other Departments by adhering to established departmental schedule in providing timely responses.
- Increase public safety – Public Works can be significant in addressing many general safety and quality of life issues affecting our neighborhoods through new signage replacing old outdated signage.



PUBLIC WORKS OFFICE OF THE DIRECTOR BUDGET 2020-2021

001-1770-519

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 17/18	ACTUAL FY 18/19	BUDGET FY 19/20	ESTIMATE FY 19/20	ADOPTED FY 20/21
0011770	5191210 SALARIES - REGULAR	104,444	52,867	106,820	56,820	57,858
0011770	5191410 SALARIES - OVERTIME	0	157	0	0	0
0011770	5192110 F.I.C.A.	7,978	4,005	8,172	4,347	4,426
0011770	5192210 PENSION PLAN CONTRIBUTION	1,365	2,716	3,950	0	0
0011770	5192220 ICMA	1,543	558	3,977	3,977	4,050
0011770	5192310 GROUP HEALTH INSURANCE	13,308	11,841	22,915	15,277	16,019
0011770	5192410 WORKER'S COMPENSATION	157	234	408	272	174
	TOTAL PERSONNEL SERVICES	128,795	72,378	146,242	80,693	82,527
0011770	5194070 TRAVEL & CONFERENCES	25	0	250	250	250
0011770	5194080 EMPLOYEE EDUCATION	0	66	250	250	250
0011770	5194120 COMMUNICATION	0	0	0	0	0
0011770	5194540 BOILER & MACHINERY INSURANCE	0	0	1,000	1,000	1,000
0011770	5194710 PRINTING- INFRASTRUCTURE	3,080	2,459	5,000	5,000	5,000
0011770	5195205 COMPUTER EQUIPMENT	350	923	500	500	500
0011770	5195210 SUPPLIES	995	522	1,000	1,000	1,000
0011770	5195270 PERMITS	991	583	1,000	1,000	1,000
0011770	5195410 MEMBERSHIPS & SUBSCRIPTIONS	310	0	0	0	0
	TOTAL OPERATING EXPENSES	5,751	4,553	9,000	9,000	9,000
	TOTAL OFFICE OF THE DIRECTOR	134,546	76,931	155,242	89,693	91,527



PUBLIC WORKS BUILDING MAINTENANCE DIVISION

001-1710-519

MISSION

The Division's mission is to maintain and enhance the quality of life in our City through resourceful maintenance and operation of a safe civic infrastructure, providing City residents, visitors, neighborhoods and businesses with efficient, quality service necessary to support the growing demands of the community.

BUILDING MAINTENANCE DIVISION FUNCTION

Building Maintenance Division is responsible for: performing maintenance and improvements to all public buildings and facilities; management and maintenance of burglar and fire alarm protection systems; performing carpentry, electrical, plumbing, painting, roofing, and masonry work; maintenance of mechanical equipment (elevators, A/C units; etc.), hard floors, windows and doors; inspecting and implementing ADA; performing fire and building corrective measures.

BUILDING MAINTENANCE DIVISION ACCOMPLISHMENTS FOR FY 2020

- Installed an electrical panel for new water pump at Dante Fascell Park.
- Installed new wood and made repairs to stairway to the Gazebo at Jean Willis Park.
- Installed acrylic glass shield for Covid-19 protection at the Community Center, Finance Office, Dante Fascell Park, Sylva Martin Building.
- Installed LED exterior lamps at the City Hall and Police Department.
- Installed new retro-fixed LED lamps on the second floor of the Community Center.
- Painted the interior walls and doors on the second floor at the Community Center and City Hall.
- Installation of two new 12.5-ton A/C in the City Hall Chambers and Police Department.
- Installed new wiring to connect Wi-Fi on roof top of City parking garage.
- Removed old carpet and replaced with new tile in offices located in the Police Station.



BUILDING MAINTENANCE DIVISION OBJECTIVES FOR FY 2021

- Prepare inspections of city facilities for maintenance recommendations. Partner with other City departments and outside vendors to provide maintenance, safety and efficient measures for City facilities.
- Coordinate annual Fire Extinguisher inspections for all City Facilities.
- Coordinate additional inspections of all City facilities

BUILDING MAINTENANCE DIVISION ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2017	ACTUAL FY 2018	ACTUAL FY 2019	PROJECTED FY 2020	ESTIMATED FY 2021
Changing AC Filters	954	950	950	950	950
Unscheduled Repairs and Work Requests	1110	780	1100	1000	1000
Cleaning of Fishpond	12	12	16	12	12
Re-Certification of all City facilities fire extinguishers	70	58	60	60	60
Changing of water filters	10	10	10	10	10



PUBLIC WORKS BUILDING AND MAINTENANCE BUDGET FY 2020-2021

001-1710-519

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 17/18	ACTUAL FY 18/19	BUDGET FY 19/20	ESTIMATE FY 19/20	ADOPTED FY 20/21
0011710	5191210 SALARIES - REGULAR	88,474	91,717	94,027	94,027	104,809
0011710	5191410 OVERTIME	3,863	3,511	5,000	5,000	5,000
0011710	5192110 F.I.C.A.	8,087	8,269	7,576	7,576	8,400
0011710	5192210 PENSION PLAN CONTRIBUTION	4,878	5,881	7,792	7,792	8,643
0011710	5192310 GROUP HEALTH INSURANCE	14,081	13,872	15,277	15,277	16,019
0011710	5192410 WORKER'S COMPENSATION	2,367	3,385	4,889	4,889	5,428
	TOTAL PERSONNEL SERVICES	121,750	126,635	134,561	134,561	148,299
0011710	5193450 CONTRACTUAL SERVICES	74,483	73,867	94,800	94,800	94,800
0011710	5194080 EMPLOYEE EDUCATION	0	0	250	250	250
0011710	5194120 COMMUNICATION	0	167	780	780	780
0011710	5194310 UTILITES-ELECTRIC	81,680	63,673	120,000	120,000	120,000
0011710	5194320 UTILITIES-WATER	50,274	38,707	50,000	50,000	50,000
0011710	5194620 MAINT & REPAIR OPER EQUIP	973	1,123	3,000	3,000	3,000
0011710	5194670 MAINT & REPAIR-GDS & STRUCT	61,618	54,305	70,000	70,000	70,000
0011710	5195210 SUPPLIES	15,348	10,388	20,000	9,050	14,000
0011710	5195220 UNIFORMS	580	934	1,000	1,000	1,000
	TOTAL OPERATING EXPENSES	284,956	243,164	359,830	348,880	353,830
0011710	5199920 CONTINGENCY	4,790	0	5,000	5,000	5,000
	OTHER FUNDING SOURCE	4,790	0	5,000	5,000	5,000
	TOTAL BUILDING MAINTENANCE	411,496	369,799	499,391	488,441	507,129



PUBLIC WORKS SOLID WASTE DIVISION

001-1720-534

MISSION

Solid Waste Division is committed to providing cost effective management of solid waste materials generated within the City for the protection of health, safety and welfare of the public and the environment.

SOLID WASTE DIVISION FUNCTION

Solid Waste Division is responsible for: providing garbage and trash removal services for residents; issuing excess trash notices; assisting City residents with the Miami Dade County recycling program; filling of trash holes; installation of “no dumping” signs, as required; installation and/or removal of event banners; and solid waste collection after special City events.

SOLID WASTE DIVISION ACCOMPLISHMENTS FOR FY 2020

- To maintain great service to residents, new operators has been trained in the use of a Garbage Truck, Crane, and Sweeper to serve as back up and assist during an emergency or natural disaster.
- Continue repairing trash holes twice per week as part of pre-maintenance activities
- Filled in trash holes using recycled asphalt pavement (RAP), which prolongs the fill in frequency and has a better appearance in front of properties.
- Completed tree pruning projects throughout the City. This was done as a response to residents’ concerns, to address safety issues and preparation for the storm season.
- Since the implementation of the Automated Garbage Truck system, the bins have had a lot of wear and tear. The Solid Waste Division has replaced over 200 residential garbage bins this Fiscal Year.



SOLID WASTE DIVISION OBJECTIVES FOR FY 2021

- Continue to provide staff with the necessary training to provide a high level of services to City residents.
- Promote recycling to save tipping fees and benefit the environment.
- Reduce cost of operation and dumping fees with alternative methods and recycling.
- Continue to work with Code Enforcement to reduce illegal dumping sites.
- Reduce amount of overtime by providing proper staffing levels.
- Continue to upgrade fleet to establish dependable and efficient trucks and heavy equipment.
- Continue to fill trash holes with the recycled asphalt pavement (RAP) material.

SOLID WASTE DIVISION ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2017	ACTUAL FY 2018	ACTUAL FY 2019	PROJECTED FY 2020	ESTIMATED FY 2021
Garbage [tons]	2552	2552	2610	3180	3300
Trash [tons]	7996	7568	8200	10,000	10,000
Excess Trash Pickups	72	70	90	90	100
Filling of Trash Holes	355	325	250	170	150



PUBLIC WORKS SOLID WASTE DIVISION BUDGET FY 2020-2021

001-1720-534

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 17/18	ACTUAL FY 18/19	BUDGET FY 19/20	ESTIMATE FY 19/20	ADOPTED FY 20/21
0011720	5341210 SALARIES - REGULAR	352,167	304,273	375,853	375,853	329,200
0011720	5341410 OVERTIME	13,569	9,468	8,000	8,000	8,000
0011720	5342110 F.I.C.A.	29,880	23,848	30,795	30,795	27,048
0011720	5342210 PENSION PLAN CONTRIBUTION	18,754	22,320	29,550	29,550	25,865
0011720	5342220 ICMA	0	0	0	0	0
0011720	5342310 GROUP HEALTH INSURANCE	62,927	53,971	68,746	68,746	64,074
0011720	5342410 WORKER'S COMPENSATION	26,748	25,013	31,869	31,869	28,713
	TOTAL PERSONNEL SERVICES	504,045	438,893	544,813	544,813	482,900
0011720	5343470 INTERLOCAL AGREEMENT-RECYCLING	90,623	77,757	98,000	98,000	100,000
0011720	5344080 EMPLOYEE EDUCATION	0	0	500	500	500
0011720	5344340 REFUSE DISPOSAL FEE	726,239	621,249	770,000	750,000	770,000
0011720	5345210 SUPPLIES	27,913	16,506	50,000	30,000	40,000
0011720	5345220 UNIFORMS	3,917	3,938	5,000	5,000	5,000
	TOTAL OPERATING EXPENSES	848,692	719,450	923,500	883,500	915,500
	TOTAL SOLID WASTE	1,352,737	1,158,343	1,468,313	1,428,313	1,398,400



PUBLIC WORKS STREETS AND LANDSCAPING DIVISION

001-1730-541

MISSION

In the spirit of cooperation with other City Departments and agencies, the Street Maintenance and Landscaping Division's mission is to provide a safe and clean environment for the community and to promote a culture of beauty.

STREETS AND LANDSCAPING DIVISION FUNCTION

Streets and Landscaping Division is responsible for maintaining of City streets and street landscaping; mowing and fertilization of City's public right-of-way and public facility grounds; litter pick-up; citywide tree trimmings; installation and repair of street signs; repairs of potholes; citywide street sweeping; graffiti removal; curb painting; parking and pavement marking; sidewalk pressure cleaning; street light inspections; citywide storm drain inspections; storm drain pipe cleaning, inspection of canal debris cleaning, as needed; sidewalk and curb repairs; management of irrigation systems citywide; and seasonal City decorations in the Downtown area.

STREETS AND LANDSCAPING DIVISION ACCOMPLISHMENTS FOR FY 2020

- Completed inspection of the City's Storm Water System as required by the NPDES Storm Water Permit.
- Coordinated and assisted our storm drain cleaning company with the cleaning of storm water drains and pipes as result of inspections.
- Completed tree pruning throughout the City.
- Remove comprised landscaping and replaced with new landscaping and trees.
- Installed parking bumpers in City parking lot.
- Assisted with the installation of the Downtown lighting system and perform monthly inspections.
- Continued with our established program to maintain downtown South Miami and other areas free from graffiti, pressure cleaning and gum removal.
- Installed pedestrian cross walk signs throughout our Downtown crosswalk area.



- Installed Holiday banners and Holiday sound system to play Holiday music throughout the Downtown area.
- Installed new Holiday decorations in CRA area.
- Applied mosquito dunks to drains throughout the City.
- Cleaned inlets using Sweeper/Vac Truck.
- Maintained and repaired sidewalks throughout the City to removed trip hazards, reducing sidewalk repairs and harmonizing sidewalks with existing swale elevations.
- Trimmed all trees in the Downtown Area for visibility of Downtown lighting system.
- Re-striping of faded parking spaces throughout the area.
- Installed pedestrian crosswalk signs along 72st at crosswalk area.
- Installed replacement planting in needed areas on US-1.
- Assisted with installation of the Colombian Art Sculptures at Dante Fascell Park.
- Installed new planting around art sculptures located at Dante Fascell Park.
- Trimmed trees and removed debris from Dante Fascell Park.

STREETS AND LANDSCAPING DIVISION OBJECTIVES FOR FY 2021

- Continue to stripe parking spaces as needed.
- Trim Trees as needed throughout the City in various locations.
- Increase overall roadway safety-increase timely repair of potholes and removal of debris and other dangerous objects from the right of way. Repair damaged sidewalks to eliminate liability to the City.
- Continue to upgrade and beautify the Downtown Area.
- Monitor lighting and electrical easements. Continue to monitor street lighting to facilitate FPL's repairs and upgrades of areas with lighting.
- Continue to assist with the City's tree planting initiative.



- Coordinate the yearly maintenance agreement with outside vendor on the annual contract for median landscape maintenance agreement conjunction with FDOT reimbursement program.
- Coordinate the yearly maintenance agreement with outside vendor on the annual contract for median landscape maintenance agreement conjunction with FDOT reimbursement program

STREETS & LANDSCAPING DIVISION ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2017	ACTUAL FY 2018	ACTUAL FY 2019	PROJECTED FY 2020	ESTIMATED FY 2021
Mowing of City Facilities & Locations	78	78	78	78	78
Sweeping of Streets [miles]	2645	2645	2645	2645	2645
Pressure-Cleaning of Sidewalks	52	52	52	52	52
Inspection of Storm Drains	800	800	800	800	800
Cleaning of Drainage Pipes [feet]	1500	1350	1280	1300	1200
Cleaning of Storm Drains	90	95	102	110	100
Citywide Insp. of Street Lights & Downtown Lighting	52	52	52	40	40
Removal of Graffiti	200	225	200	170	120
Trimming of Street Trees	400	412	400	460	400
Installation & Repair of Street Signs	100	100	100	80	80
Citywide Repair of Potholes	90	95	80	60	40
Installation & Removal of Banners	95	100	100	100	100



PUBLIC WORKS STREETS & LANDSCAPING DIVISION BUDGET FY 2020-2021

001-1730-541

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 17/18	ACTUAL FY 18/19	BUDGET FY 19/20	ESTIMATE FY 19/20	ADOPTED FY 20/21
0011730	5411210	262,810	293,595	288,182	288,182	233,322
0011730	5411410	10,859	8,038	5,000	5,000	5,000
0011730	5412110	18,940	23,698	22,428	22,428	18,232
0011730	5412210	12,238	15,354	20,391	20,391	15,194
0011730	5412220	1,980	2,065	2,007	2,007	2,772
0011730	5412310	47,232	51,045	53,469	53,469	40,046
0011730	5412410	15,235	15,211	20,075	20,075	23,842
	TOTAL PERSONNEL SERVICES	369,294	409,006	411,552	411,552	338,408
0011730	5413450	36,724	29,591	65,000	65,000	65,000
0011730	5414070	65	120	250	0	250
0011730	5414080	69	0	500	0	500
0011730	5414120	720	707	1,080	1,080	1,080
0011730	5414625	13,935	33,700	60,000	60,000	60,000
0011730	5414640	19,463	19,411	20,000	20,000	20,000
0011730	5414650	145,810	128,359	150,000	150,000	150,000
0011730	5414670	3,732	4,222	10,000	10,000	10,000
0011730	5415210	892	3,755	5,000	5,000	5,000
0011730	5415220	2,750	3,519	3,500	3,500	3,500
0011730	5415245	500	370	500	0	500
	TOTAL OPERATING EXPENSES	224,660	223,754	315,830	314,580	315,830
	TOTAL STREET MAINTENANCE	593,954	632,760	727,382	726,132	654,238



PUBLIC WORKS MOTOR POOL DIVISION

001-1760-519

MISSION

The Division provides preventive maintenance and repair of public works automotive and mechanical equipment that will protect the public's investment in these resources as well as to provide safe and dependable units for City personnel to perform their duties effectively with minimum downtime to vehicles.

MOTOR POOL DIVISION FUNCTION

Equipment Maintenance (Motor Pool) Division is responsible for: maintaining and servicing the City's entire vehicular fleet and equipment; performing preventative vehicle maintenance; managing and maintaining vehicle inventory as well as fuel inventory; arranging for underground fuel storage tank inspections; purchasing and managing our heavy equipment City fleet; responsible for Landscape maintenance of mower, saws, tools and other lawn equipment; monitor fuel system and conducts fuel level checks.

EQUIPMENT MAINTENANCE (MOTOR POOL) DIVISION ACCOMPLISHMENTS FOR FY 2020

- Motor Pool staff attended repair and maintenance trainings concerning the City's fleet
- Evaluated fleet inventory and performed preventive maintenance to ensure that vehicles are operating at maximum capacity.
- Continued with removal of truck tire cylinders as opposed to contracting it out.
- Upgraded the Motor Pool with the purchase of new tools and equipment. This enabled staff to effectively and efficiently make necessary repairs to vehicles and heavy equipment.
- Continued to perform the repairs of Heavy-Duty Truck brakes.
- Maintained procedure/schedule for police vehicle oil changes.
- Maintained preventative maintenance for Park vans.
- Maintained Preventative Maintenance Program to prevent oil and hydro leaks in the streets throughout the City.



- Perform additional repairs on Heavy Duty trucks not previously repaired by the Motor Pool (such as: A/C, transmissions, brakes, engine removals and front-end repairs).

EQUIPMENT MAINTENANCE (MOTOR POOL) DIVISION OBJECTIVES FOR FY 2021

- Reduce fuel consumption as well as emission by replacing older vehicles through replacement. Research for better fuel distribution system to facilitate control of gasoline and diesel with fleet management.
- Research technologies for vehicles with alternative propulsions, such as electric, natural gas and hybrids.
- Increase scheduled maintenance performance.
- Continue to attend repair and maintenance trainings concerning the City’s fleet.
- Update fleet work order software.

MOTOR POOL ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2017	ACTUAL FY 2018	ACTUAL FY 2019	PROJECTED FY 2020	ESTIMATED FY 2021
Motor Pool Scheduled & Unscheduled Services	1850	1790	1740	1700	1600
Motor Pool Road Call/Emerg. Serv.	60	46	50	58	50
Motor Pool Warranty Service	20	15	12	15	15
Generator Inspections	208	208	208	208	208
Fuel Level Checks	160	150	150	150	150
Police Oil Change			35	35	35



PUBLIC WORKS MOTOR POOL DIVISION BUDGET FY 2020-2021

001-1760-519

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 17/18	ACTUAL FY 18/19	BUDGET FY 19/20	ESTIMATE FY 19/20	ADOPTED FY 20/21	
0011760	5191210	SALARIES - REGULAR	140,211	143,860	147,895	147,895	150,560
0011760	5191410	OVERTIME	162	506	4,000	4,000	4,000
0011760	5192110	F.I.C.A.	10,444	10,360	11,620	11,620	11,824
0011760	5192210	PENSION PLAN CONTRIBUTION	7,682	9,109	11,952	11,952	12,163
0011760	5192310	GROUP HEALTH INSURANCE	21,239	21,025	22,915	22,915	24,028
0011760	5192410	WORKER'S COMPENSATION	2,863	4,031	5,258	5,258	5,354
	TOTAL PERSONNEL SERVICES	182,601	188,891	203,640	203,640	207,929	
0011760	5194080	EMPLOYEE EDUCATION	0	99	250	250	250
0011760	5194120	COMMUNICATION	418	433	780	780	780
0011760	5194515	LIABILITY INSURANCE-AUTO	30,450	26,303	50,000	50,000	50,000
0011760	5194620	MAINT & REP-OPERAT EQUIP	8,850	19,790	15,000	1,000	1,000
0011760	5194680	MAINT & REP-OUTSIDE SER.	75,444	66,441	75,000	75,000	75,000
0011760	5195220	UNIFORMS	2,151	2,908	3,000	3,000	3,000
0011760	5195230	FUEL & LUB.	110,101	113,742	150,000	112,000	150,000
0011760	5195240	PARTS	60,237	60,581	70,000	70,000	70,000
0011760	5195245	OPERATING TOOL	532	435	1,000	1,000	1,000
0011760	5195250	TIRES	27,913	19,891	25,000	25,000	25,000
0011760	5195260	CHEMICALS/SUPPLIES	439	1,570	2,000	2,000	2,000
	TOTAL OPERATING EXPENSES	316,535	312,193	392,030	340,030	378,030	
	TOTAL MOTOR POOL	499,136	501,084	595,670	543,670	585,959	



PUBLIC WORKS ENGINEERING AND CONSTRUCTION DIVISION

001-1790-519

MISSION

To provide citizens with professional engineering services in support of information collection and archiving, planning, permitting, design and administration of all public infrastructure construction programs; provide engineering and technical services, construction administration, inspection and quality assurance for all infrastructure construction projects.

ENGINEERING AND CONSTRUCTION DIVISION FUNCTION

Engineering and Construction Division is responsible for managing the City's Capital Improvement Plan, which mainly includes projects involving traffic calming; drainage; roadways; sidewalks; and street lighting; performing stormwater utility activities; assisting Planning Department in the City's flood/community rating system; assisting the public with inquiries related to design and construction activities; administering public workshops for City projects; reviewing engineering plans from consultants and contractors per City standards; directing City engineering consultants and contractors; issuing RFP's for design and bids for construction; coordinating efforts with other governmental agencies; issuing permits for construction within public right of way; reporting traffic concerns from residents to Miami Dade County and FDOT; managing State annual National Pollutant Discharge Elimination System (NPDES) permit for City stormwater systems; maintaining and updating City master plans for stormwater, maintaining as-built records; establishing traffic studies to implement traffic calming projects; monitoring and managing emergency hurricane debris clearance and removal; manage canal routine maintenance contracts with Miami-Dade County and grant funds project reporting.

Engineering & Construction Accomplishments for FY 2020

Traffic Calming Projects: Started construction of traffic calming improvements in the Cocoplum neighborhood area.

- **Traffic Study:** Executed an amendment with Miami-Dade County to the Interlocal Traffic Agreement to reduce the thresholds as a result of traffic studies. Traffic calming devices will be implemented pending approval of local residents. A comprehensive traffic study will be developed from resident concerns on speeding and cut through traffic in City neighborhoods.
- **Stormwater Structure Cleaning:** Continued to provide cleaning and maintenance services for stormwater drainage inlets and systems throughout the City with truck mounted vacuum units. This service provides quality assurance of the drainage structures



throughout the City and prevents flooding by maintaining the catch basin free of debris, thus able to absorb the maximum capacity of stormwater from a storm event.

- **Drainage improvements SW 59th Avenue between SW 74th Street and SW 80th Street:** Completed construction of drainage improvements along SW 59th Avenue between SW 74th Street and SW 80th Street. This project provided drainage improvement along SW 59th Avenue between SW 74th Street and SW 80th Street as a continuation of the drainage improvements construction completed along SW 74th Terrace between SW 58th and SW 59th Avenue.
- **SW 62nd Avenue Pedestrian & Bicyclist Mobility Enhancement Project (LAP):** Completed the design and construction drawings and obtained permit approval for the project. This project consists of design and construction of on-road and off-road trail facilities for pedestrian, bicyclists and other non-motorized forms of transportation including sidewalks, bicycle infrastructure, curb and gutter, and a new drainage system. Construction is scheduled to commence in FY20. This project received Transportation Alternative Program (TAP) Grant thru the FDOT / Miami-Dade Metropolitan Planning Organization.
- **Road Pavement Reduction at SW 69th St & 63rd Ct and SW 69th St & 63rd Ave:** Completed the design and construction drawings and obtained permit approval to install a new roundabout at the intersection of SW 69th Street and 63rd Avenue and reduce the amount of pavement at the radii of SW 63rd St and SW 63rd Ct to reduce the speed of vehicles making high speed turns. Construction is scheduled to commence in FY20.
- **Road Grading and Improvements to the Intersection at SW 59th Ave & SW 87th St:** A Consultant was hired to provide professional services to develop design drawings and construction oversight to mill and resurface the existing roadway to alleviate drainage spot flooding due to substandard grading in the area. The scope will consist of obtaining topographic and boundary survey and re-grading the intersection to alleviate the spot flooding conditions by providing proper rainwater flow to the existing catch basin.
- **SW 64th Street and Bike Lane Improvements:** Completed the design for SW 64th Street and Bike Lane Improvements, a Miami Dade County CDBG/ PHCD grant funded project. This project is part of a continuing effort to enhance the transportation system and mobility choices for the residents and visitors to the City of South Miami. It was identified in the South Miami Intermodal Transportation Plan (SMITP). The SMITP was adopted in early 2015, with a focus on pedestrian safety and mobility. The project includes buffered bike lanes, landscaping, signage, pavement marking and resurfacing along SW 64th Street between SW 57th and SW 62nd Avenue. A main priority of this Project is to provide a safer environment for pedestrians, cyclists, and residents. Construction is scheduled to commence in FY20.



- **Citywide Neighborhood Greenway Sharrows and signs:** Completed the design to install approximately 630 greenway sharrows throughout the City. This project is part of a continuing effort to enhance the transportation system and mobility choices for the residents and visitors to the City of South Miami. It was identified in the South Miami Intermodal Transportation Plan (SMITP). The SMITP was adopted in early 2015, with a focus on pedestrian safety and mobility. Construction is scheduled to commence in FY20.
- **Sunset Drive Landscape Improvements from US-1 to SW 57th Avenue:** A Consultant was hired to develop a design and prepare necessary construction drawings to provide shade trees and improve the landscape within the limits of the project as well as provide minor traffic operational improvements. The project was halted in an effort to implement a complete street design. A truck and parking study was completed but the businesses did not approve the parking study. The design is moving forward without the parking and truck recommendations.
- **Sunset Drive Road Modifications west of 61st Ct & Landscape from US-1 to 69th Ave:** Completed the design and construction drawings and obtained permit approval to provide roadway improvements in the alignment west of SW 61st Court and improve the landscape within the limits of the project. Construction is scheduled to commence soon.
- **Citywide Directional Street signs replacement:** The installation of the new street signs is completed where a City of South Miami street intersect another City of South Miami Street and where a City of South Miami Street intersect a Miami-Dade County or State roadways. Work is on-going to upkeep and replace damage signs throughout the City.
- **Sidewalk Repairs:** Completed several sidewalk repairs throughout the City.
- **Road Resurfacing & Reconstruction:** The City of South Miami Engineering & Construction Division prepared a Citywide Road Resurfacing Master plan for this fiscal year and the following projects were prioritized and completed: Roadway Resurfacing was performed at the following locations:
 - SW73 ST (57 CT to 58 AVE)
 - SW 61 AVE (59 ST to 60 TR)
 - SW 58 AVE (87 ST to 5800)
 - SW 87 ST (59 AVE to 60 AVE)
 - SW 84 ST (60 AVE to 62 AVE)
 - SW 84 ST (57 AVE to 59 AVE)
 - SW 59 AVE (83 ST to 84 ST)
 - SW 58 AVE (84 ST to 85 ST)
 - SW 60 AVE (81 ST to 82 ST)
 - SW 58 CT (78th ST to 80th ST)



- **Water and Sanitary Sewer Master Plan** – The City completed the design and permitting of priority project for Sub-Area K and issued a work order to a Consultant for the water main extensions and installation of new water meter services as recommended in the City of South Miami Sanitary Sewer Master Plan to over 100 homes. The master plan identifies areas within the City that are currently not serviced by a public sanitary sewer system, provides information on existing sewer systems, and includes a layout of the proposed systems.
- **Welcome signs:** The City of South Miami Gateway Monument Welcome Signs was completed at Fuchs Park on US-1. The City is evaluating the installation at Dante Fascell Park, located on Red Road as well as smaller entry signs to be implemented at various other City entry sites.
- **PDES Permit:** Compiled information necessary for and completed and submitted the National Pollutant Discharge System (NPDES) Municipal Separate Storm Sewer System (MS4) Report to Florida Department of Environmental Protection to ensure proper protection of our surface waters from inappropriate storm water discharge.
- **Grants:** Coordinated with the City Manager’s Office and provided technical support for the application of several grants important for the efficient management of the Engineering Department by seeking revenues other than from the General Fund for these essential projects.
- **Miscellaneous projects:**
 - Art in the Park - Completed the design and installation of three (3) sculptures at Dante Fascell Park.
 - Solar Panels for City Facilities: The City solicited for a Design-Build firm to provide turnkey services for the design, permitting, supply and installation of rooftop grid-tied photovoltaic systems and related materials at the Public Works Administration building and to the Murray Park Aquatic Center by a licensed solar installer for commercial properties
 - Provide oversight to directional signs for City’s parking facility
 - Complete several striping projects Citywide
 - Provide management support to House demolition
 - Reviewed drawings for the FDOT DOT RRR Project US#1 from north of SW 80th Street to South of Riviera Drive



ENGINEERING & CONSTRUCTION OBJECTIVES FOR FY 2021

- Continue to implement traffic calming devices throughout the City
- Perform drainage improvements throughout the City, per the Stormwater Master Plan
- Implement recommendations from the South Miami Intermodal Transportation Plan
- Continue road resurfacing and reconstruction.
- Continue sidewalk improvements and repairs.
- Continue to provide transit facility improvements throughout the City.
- Continue design for citywide water & sewer upgrades, as per the Sanitary Sewer Master Plan
- Provide maintenance and repairs to City street signs
- Continue to coordinate projects with Miami-Dade County and Florida Department of Transportation.

ENGINEERING AND CONSTRUCTION DIVISION

ACTIVITY	ACTUAL	ACTUAL	ACTUAL	PROJECTED	ESTIMATED
	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
Mgmt. of Construction Projects	38	23	21	24	23
Permits Issued	100	90	88	113	114
Permits Handled	110	100	98	125	96



PUBLIC WORKS ENGINEERING & CONSTRUCTION DIVISION BUDGET 2020-2021

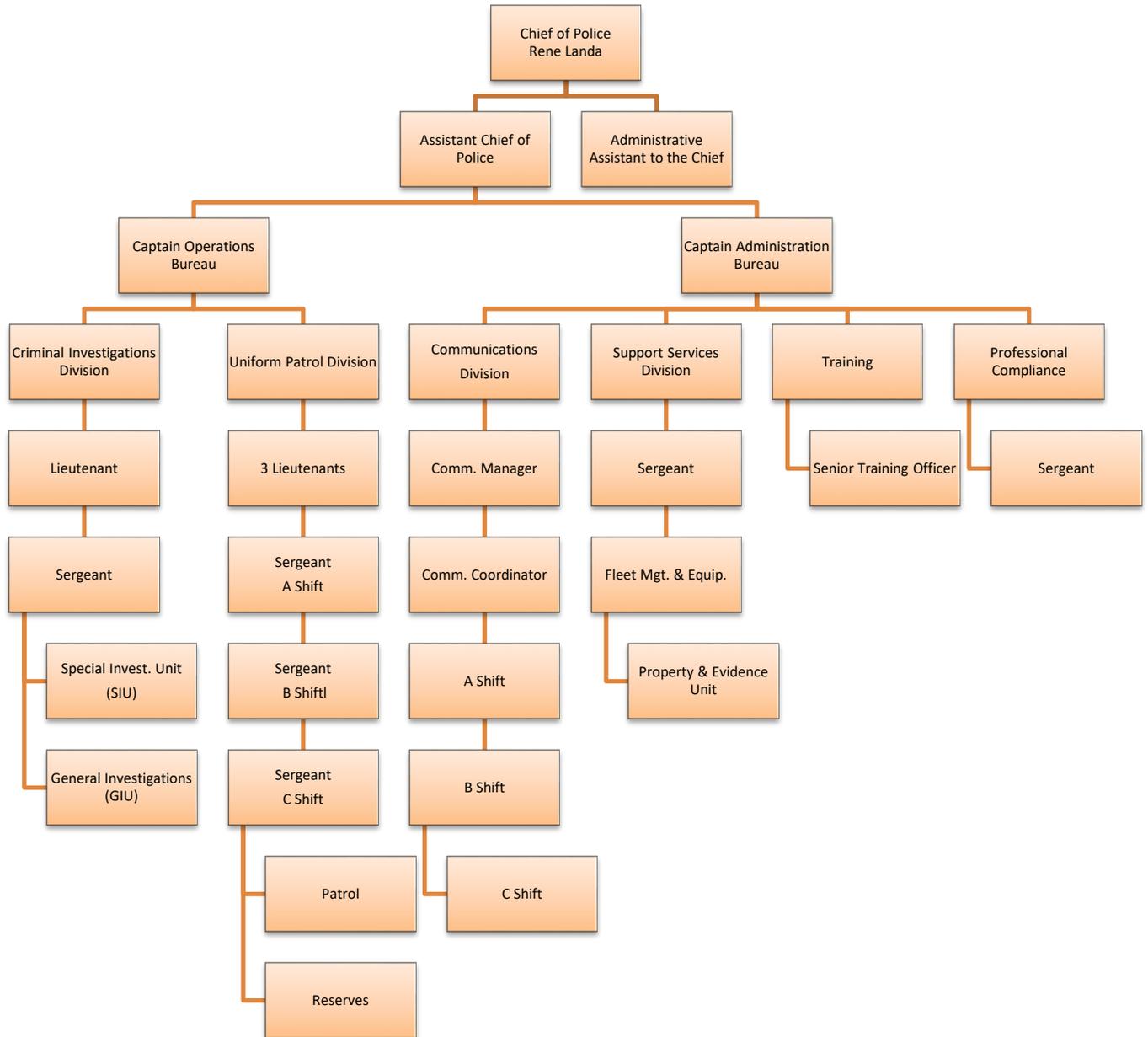
001-1790-519

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 17/18	ACTUAL FY 18/19	BUDGET FY 19/20	ESTIMATE FY 19/20	ADOPTED FY 20/21
0011790	5191210 SALARIES & WAGES - REGULAR	145,613	149,278	163,808	163,808	166,803
0011790	5192110 F.I.C.A.	10,903	11,751	12,531	12,531	12,760
0011790	5192210 PENSION PLAN CONTRIBUTION	0	0	0	0	7,178
0011790	5192220 ICMA	10,193	9,512	11,439	11,439	4,470
0011790	5192310 GROUP HEALTH INSURANCE	14,561	13,006	15,277	15,277	16,019
0011790	5192410 WORKER'S COMPENSATION	271	381	490	490	499
	TOTAL PERSONNEL SERVICES	181,541	183,928	203,545	203,545	207,729
0011790	5193450 CONTRACTUAL SERVICES	0	0	10,000	5,000	10,000
0011790	5194070 TRAVEL & CONFERENCE	2	0	500	500	500
0011790	5194080 EMPLOYEE - EDUCATION	185	0	500	500	500
0011790	5194120 COMMUNICATION	1,438	707	1,560	1,560	1,560
0011790	5195205 COMPUTER EQUIPMENT	0	0	500	500	500
0011790	5195210 SUPPLIES	1,792	2,068	2,500	2,500	2,500
0011790	5195410 MEMBERSHIPS & SUBSCRIPTIONS	0	310	1,000	1,000	1,000
	TOTAL OPERATING EXPENSES	3,417	3,085	16,560	11,560	16,560
	TOTAL ENGINEERING & CONSTRUCTION	184,958	187,013	220,105	215,105	224,289



POLICE DEPARTMENT

POLICE ORGANIZATIONAL CHART





POLICE DEPARTMENT

001-1910-521

MISSION

To deliver professional police services in partnership with the people we serve, in order to provide a safe and secure environment for all.

POLICE DEPARTMENT FUNCTION

To be a world class law enforcement agency, one that exhibits traits for other agencies to emulate, one that is constantly endeavoring to improve and stay on the cutting edge of the policing profession; an agency that impresses its citizens the first and every time, always striving to improve upon its successes and one that empowers and encourages its employees to serve the public and protect life and property with dignity, honor and pride.

POLICE DEPARTMENT ACCOMPLISHMENTS FOR FY 2020

- Continued expanding community outreach programs such as CAST and National Night Out
- Expanded Criminal Investigations tasks and missions.
- Introduced its first hybrid patrol vehicles to the fleet
- Expanded PAL athletic programs
- Decreased crime for 7 years in a row
- Continued active shooter training with local schools and possible target institutions
- Department was re-accredited with the Commission on Florida Accreditation
- Department provided its officers with the latest in less than lethal and body worn camera technology
- Initiated its drone program
- Modified the downtown walking beat to provide more homeless outreach and build better relationships with the public



POLICE DEPARTMENT OBJECTIVES FOR FY 2021

- Decrease cost for its fleet by reducing its size and finding alternative vehicle options.
- Refresh patrol computers utilizing forfeiture monies.
- Continue inter-agency relationships to assist in long term initiatives
- Enhance community outreach utilizing programs such as Coffee with a Cop, CAST and PAL
- Continue developing active shooter training for private institutions and local area schools
- Technology enhancements which will provide more efficient response to the community's needs.



POLICE DEPARTMENT ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2017	ACTUAL FY 2018	ACTUAL FY 2019	PROJECTED FY 2020	ESTIMATED FY 2021
Administrative:					
Employment Applicants processed	16	20	15	20	12
Internal Investigations Conducted	12	12	12	5	5
Employee Training Hours	4,000	4,000	3,800	3,800	3,800
Vehicles Purchased	8	8	9	8	6
Property & Evidence Handled	550	525	515	510	505
Communications:					
Total Calls for Service	13,600	11,600	14,120	14,500	14,250
Crime Analysis:					
Total Violent Crimes	90	65	42	40	40
Total Non-Violent Crimes	690	700	556	550	525
Total Crime Offenses	780	765	598	590	565
Patrol:					
Total Arrests	829	550	636	600	500
Citations - Moving Violations	9,042	8,500	5,784	6,000	5,500
Non-Moving & Parking	3,109	3,000	2,390	2,000	2,000
Written Reports	3,947	3,200	3,472	3,500	3,250
Assigned Calls	13,751	12,500	13,146	13,400	13,250
Criminal Invest. Division:					
Total Cases Assigned	798	800	897	900	850
Total Cases Cleared	312	300	290	290	290
Total Arrests	36	40	45	40	45
Crime Scenes Processed	42	50	49	45	40
Total Reports Written	866	950	995	1,000	950



POLICE BUDGET FY 2020-2021

001-1910-521

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 17/18	ACTUAL FY 18/19	BUDGET FY 19/20	ESTIMATE FY 19/20	ADOPTED FY 20/21
0011910	5211210 SALARIES - REGULAR	3,428,182	3,724,621	3,994,288	3,994,288	4,157,100
0011910	5211410 OVERTIME	127,961	161,605	150,000	150,000	150,000
0011910	5211411 OVERTIME-HOLIDAY PAY	51,164	63,781	62,000	62,000	62,000
0011910	5211413 OVERTIME-RED LIGHT CAMERAS	159	7,759	10,000	10,000	10,000
0011910	5211510 SPECIAL PAY-EDUCATION INCEN.	27,616	29,903	32,053	32,053	31,872
0011910	5211530 HAZARD PAY	54,300	59,850	65,250	65,250	67,860
0011910	5212110 F.I.C.A.	305,149	325,526	329,990	329,990	342,631
0011910	5212210 PENSION CITY CONTRIBUTION	472,708	511,909	411,913	411,913	435,295
0011910	5212220 DEFERRED COMP. CONTRIBUTION	20,505	22,335	26,820	26,820	21,792
0011910	5212310 GROUP HEALTH INSURANCE	392,006	391,696	450,642	450,642	472,531
0011910	5212410 WORKER'S COMPENSATION	64,778	69,933	111,225	111,225	120,059
TOTAL PERSONNEL SERVICES		4,944,528	5,368,918	5,644,181	5,644,181	5,871,140
0011910	5213116 ANNUAL PHYSICALS	9,160	7,980	17,160	13,620	17,160
0011910	5213450 CONTRACTUAL SERVICES	156,630	104,216	207,429	178,139	196,598
0011910	5213452 RED LIGHT CAMERAS	193,623	192,224	307,440	204,960	204,960
0011910	5213456 CONTRACTUAL SCHOOL CROSSING	59,152	65,287	130,442	71,000	75,000
0011910	5213490 CRIME PREVENTION PROGRAMS	6,535	3,949	9,000	7,900	9,000
0011910	5214070 TRAVEL & CONFERENCE	10,636	15,088	15,990	11,990	8,990
0011910	5214080 TRAINING & EDUCATION	23,945	27,582	37,677	24,077	27,277
0011910	5214110 POSTAGE	1,366	1,366	1,800	1,300	1,800
0011910	5214120 COMMUNICATION	31,155	33,338	61,440	61,440	61,440
0011910	5214510 LIABILITY INSURANCE-AUTO	0	0	120,000	120,000	120,000
0011910	5214515 AUTO INSURANCE	70,036	49,007	74,557	74,557	74,557
0011910	5214591 POLICE ACC.DTH & DIS. INSURANCE	0	0	0	0	0
0011910	5214620 MAINT & REPAIR EQUIPMENT	5,112	1,864	17,800	9,500	15,800
0011910	5214630 MAINT & REPAIR COMM EQMT	4,740	3,330	10,000	9,300	9,700
0011910	5214632 INTERNET SERVICE	0	0	1,200	0	1,200
0011910	5214710 PRINTING- INFRASTRUCTURE	5,086	4,511	7,380	7,380	7,380
0011910	5214960 SPECIAL INVESTIGATIONS	1,000	3,000	5,000	4,000	5,000
0011910	5214970 EMPLOYEE TESTING	8,755	5,631	21,890	8,480	14,510
0011910	5215205 COMPUTER EQUIPMENT	10,722	2,964	7,145	4,095	3,095
0011910	5215210 SUPPLIES	93,017	87,454	133,395	120,065	114,678
0011910	5215220 UNIFORMS	60,776	65,872	90,800	75,725	85,650
0011910	5215230 FUEL	111,471	109,171	133,383	120,000	133,383
0011910	5215410 MEMBERSHIPS & SUBSCRIPTIONS	9,742	6,598	9,065	5,665	8,990
TOTAL OPERATING EXPENSES		872,659	790,432	1,419,993	1,133,193	1,196,168



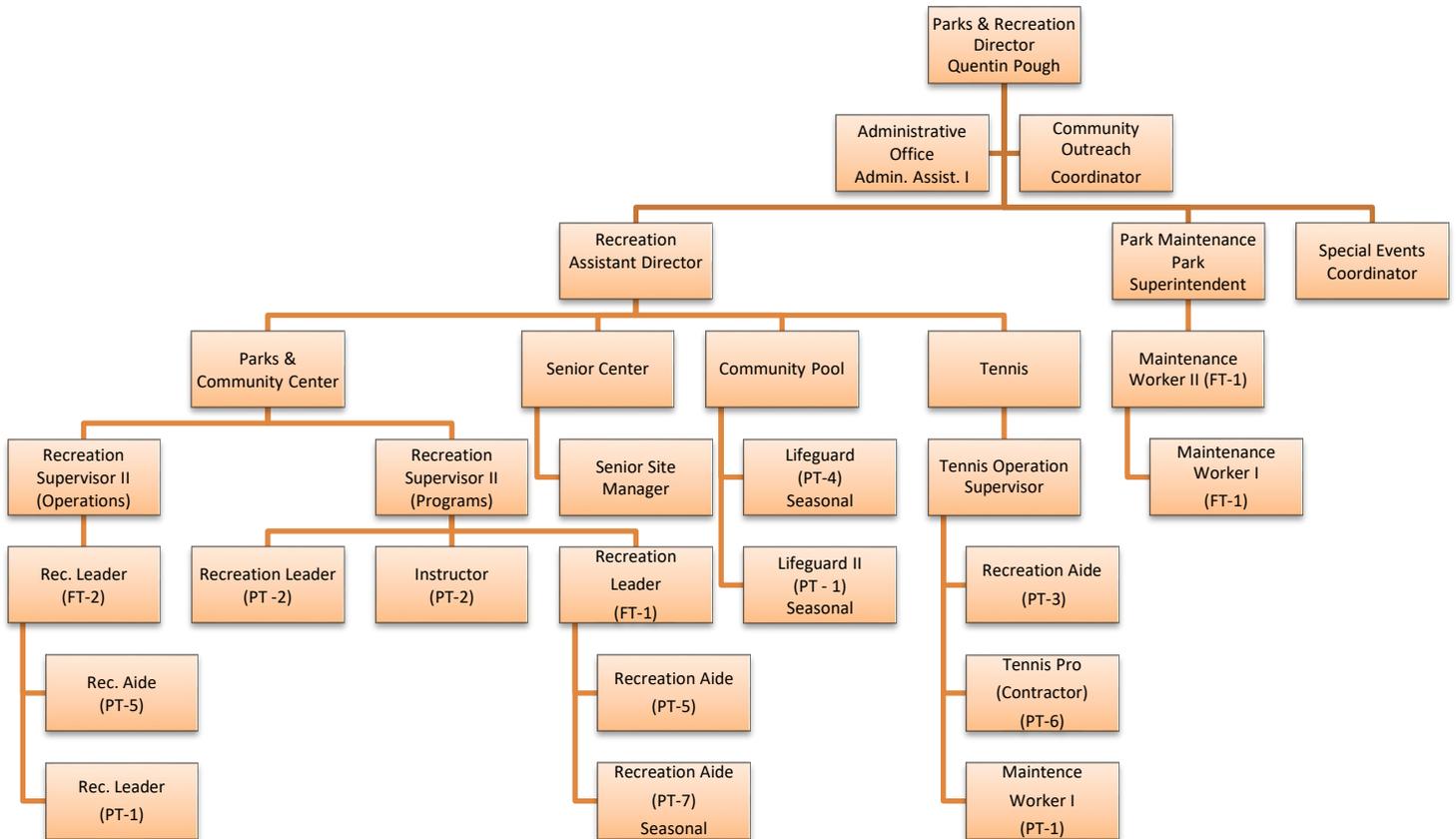
ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 17/18	ACTUAL FY 18/19	BUDGET FY 19/20	ESTIMATE FY 19/20	ADOPTED FY 20/21
0011910 5217110	DEBT SERVICE- PRINCIPAL	68,397	0	0	0	0
0011910 5217210	DEBT SERVICE- INTEREST	0	0	0	0	0
	TOTAL DEBT SERVICE	68,397	0	0	0	0
0011910 5219920	CONTINGENCY	0	0	5,000	5,000	5,000
	OTHER FUNDING SOURCE	0	0	5,000	5,000	5,000
	TOTAL POLICE DEPARTMENT	5,885,584	6,159,350	7,069,174	6,782,374	7,072,308



PARKS AND RECREATION DEPARTMENT



PARKS AND RECREATION ORGANIZATIONAL CHART





PARKS AND RECREATION DEPARTMENT

001-2000-572

MISSION

Our mission is to provide a comprehensive system of parks and facilities, and quality recreational programs and services that will enrich the lives of our residents and visitors.

PARKS AND RECREATION DEPARTMENT FUNCTION

Planning and developing parks and facilities that are environmentally sensitive, provide diverse leisure-time opportunities, support the community's vision and desires, and will maintain their value over time. Providing high quality, high impact recreation experiences by organizing, promoting, and delivering programs and services to our community. Responding to our customers' needs through trust and communication. Promoting collaborative efforts with other agencies and businesses to help obtain the vision of the community and providing the quality of life for residents, businesses, and visitors that make people choose South Miami over other areas.

PARKS AND RECREATION DEPARTMENT ACCOMPLISHMENTS FOR FY 2020

- Promoted positive customer service and
- Maintained fiscal responsibility throughout the Department.
- Provided accessible and diverse recreational opportunities through a full range of programs and activities to address community needs such as health and fitness, science and technology and childcare.
- Brought in sponsorships, donations and grant support to supplement special events, recreational programs and capital projects.

PARKS AND RECREATION DEPARTMENT OBJECTIVES FOR FY 2021

- Maximize utilization of the Mobley Building through community programs and leverage partnerships.
- Continue to expand the level of public information and social media efforts in order to increase awareness of programs, events and park updates.
- Utilize surveys, community meetings and other methods to involve community members when considering updates or changes to programs, parks and facilities.
- Maximize financial efficiency for non-youth programs and ensure contractual compliance.



PARKS AND RECREATION DEPARTMENT ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2017	ACTUAL FY 2018	ACTUAL FY 2019	PROJECTED FY 2020	ESTIMATED FY 2021
Youth Football Players	190	210	210	160	160
Youth Cheerleaders	75	60	75	50	45
Youth Basketball Players	0	20	45	70	80
# of STEM Participants	300	600	1,500	875	1,500
# of Attendees for Movie In The Park	500	600	800	800	800
Senior Weekday Meals Served/Delivered	14,475	14,300	19,500	43,600	19,500
Senior Home Delivery Meals	3,640	6,700	7,100	7,100	7,200
Fuchs Pavilion Rental (pavilion)	30	40	40	40	40
Dante Fascell Park Rental (pavilion)	248	270	270	180	270
Dison Park Rental (gazebo)	0	0	5	2	5



PARKS AND RECREATION BUDGET FY 2020-2021

001-2000-572

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 17/18	ACTUAL FY 18/19	BUDGET FY 19/20	ESTIMATE FY 19/20	ADOPTED FY 20/21
0012000	5721210 SALARIES - REGULAR	318,703	344,227	345,977	345,977	420,504
0012000	5722110 F.I.C.A.	24,729	26,480	26,467	26,467	32,169
0012000	5722210 PENSION PLAN CONTRIBUTION	12,381	15,731	20,549	20,549	32,433
0012000	5722220 ICMA	5,497	5,031	6,011	6,011	0
0012000	5722310 GROUP HEALTH INSURANCE	35,576	35,261	38,192	38,192	48,056
0012000	5722410 WORKER'S COMPENSATION	7,282	10,921	15,569	15,569	18,923
	TOTAL PERSONNEL SERVICES	404,168	437,651	452,765	452,765	552,085
0012000	5723450 CONTRACTUAL SERVICES	26,513	23,027	32,320	19,380	19,980
0012000	5724070 TRAVEL & CONFERENCE	33	419	448	125	340
0012000	5724080 EMPLOYEE EDUCATION	3,361	3,381	4,260	1,350	2,780
0012000	5724110 POSTAGE	190	1,962	2,250	1,950	2,150
0012000	5724120 COMMUNICATION	2,382	2,816	3,800	3,336	3,892
0012000	5724310 UTILITIES - ELECTRICITY	0	0	0	2,100	8,400
0012000	5724320 UTILITIES - WATER	0	0	0	350	1,400
0012000	5724515 LIABILITY INSURANCE- AUTO	7,953	5,495	8,357	8,357	8,357
0012000	5724632 INTERNET SERVICE	450	0	0	0	0
0012000	5724670 MAINT & REP-PARK FACILITIES	0	-41	0	0	0
0012000	5724710 COPY MACHINE	2,670	2,086	5,003	5,003	7,463
0012000	5724820 SPECIAL EVENTS	49,017	59,274	55,450	31,100	54,800
0012000	5725205 COMPUTER EQUIPMENT	890	3,047	8,780	7,500	7,700
0012000	5725210 SUPPLIES	4,879	4,190	4,900	3,000	4,000
0012000	5725220 UNIFORMS	3,275	2,601	4,490	2,104	2,850
0012000	5725230 FUEL	7,511	7,481	9,378	9,378	9,378
0012000	5725410 MEMBERSHIP & SUBSCRIPTION	235	350	950	800	800
0012000	5725630 FOOTBALL	54,886	58,412	58,198	40,875	58,625
0012000	5725631 CHEERLEADERS	15,635	22,244	18,100	11,546	14,500
0012000	5725670 SPECIAL RECREATION PROGRAMS	20,852	20,610	19,280	9,699	14,800
0012000	5725680 SENIOR CITIZENS PROGRAMS	35,921	37,703	45,135	35,709	41,452
	TOTAL OPERATING EXPENSES	236,653	255,057	281,099	193,662	263,667
0012000	5729920 CONTINGENCY	0	0	5,000	0	5,000
	OTHER FUNDING SOURCE	0	0	5,000	0	5,000
	TOTAL RECREATION	640,821	692,708	738,864	646,427	820,752



GIBSON-BETHEL COMMUNITY CENTER

001-2020-572

MISSION

The mission statement of the Gibson-Bethel Community Center is to promote and provide quality activities and services that will contribute to the physical, mental, emotional, and social well-being of the community.

GIBSON-BETHEL COMMUNITY CENTER FUNCTION

The Gibson-Bethel Community Center is approximately 30,000 square foot facility with a fitness room, a basketball gymnasium, multipurpose room, arts and craft room, classroom space for programs and activities and a computer lab. The Community Center offers a variety of activities and classes for people of all ages. A strong emphasis is placed on youth-oriented programs such as afterschool programs, tutorial sessions, summer camps, youth sports, cultural arts, fitness and enrichment programs such as music production and arts. In addition, the community center is utilized for meetings, conferences, educational seminars and special events.

GIBSON-BETHEL COMMUNITY CENTER ACCOMPLISHMENTS FOR FY 2020

- Provided a well-maintained and safe community center by preventing and minimizing injuries to users and continuing to monitor and maintain existing equipment and spaces within the community center to ensure longevity and safety.
- Provided opportunities for recreation experiences that are distributed equitably throughout the city and available regardless of income.
- Explored expanded, in-demand program services, such as additional STEM opportunities and teen programs.



GIBSON-BETHEL COMMUNITY CENTER OBJECTIVES FOR FY 2021

- Transition to an easy-to-use digital software and mobile application for After School and Camp Programs. The application will provide contactless mobile features to better manage check-in/check-out, tuition payments, and parent/guardian communication.
- Expand teen program (ages 12-17) to include programs that enhance job readiness (i.e. Babysitting & Computer Coding courses).
- Increase membership and participation in the Silver Sneakers FLEX group fitness classes and Silver Sneaker fitness center memberships by 25%.

GIBSON-BETHEL COMMUNITY CENTER ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2017	ACTUAL FY 2018	ACTUAL FY 2019	PROJECTED FY 2020	ESTIMATED FY 2021
One Day Camp Participants	110	125	125	75	125
Spring Camp Participants	40	40	40	0	40
Winter Camp Participants	28	35	35	15	35
Summer Camp Participants	100	100	100	45	100
After School Program Participants	94	100	85	100	100
Fitness Center Memberships & Passes	142	160	165	165	165
Boot Camp	281	35	35	20	25
Jazzercise	50	60	60	60	60
Facility Rentals	252	200	200	120	200



GIBSON-BETHEL COMMUNITY CENTER FY 2020-2021

001-2020-572

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 17/18	ACTUAL FY 18/19	BUDGET FY 19/20	ESTIMATE FY 19/20	ADOPTED FY 20/21
0012020	5721210 SALARIES - REGULAR	177,551	170,867	181,305	181,305	194,789
0012020	5721310 SALARIES - PART TIME	226,646	228,385	252,889	252,889	228,379
0012020	5721310 SALARIES - OVERTIME	-30	0	0	0	0
0012020	5722110 F.I.C.A.	30,127	29,952	33,216	33,216	32,372
0012020	5722210 PENSION PLAN CONTRIBUTION	5,044	3,740	4,845	4,845	4,885
0012020	5722220 ICMA	6,279	6,302	8,398	8,398	9,307
0012020	5722310 GROUP HEALTH INSURANCE	32,794	32,459	38,192	38,192	40,046
0012020	5722410 WORKER'S COMPENSATION	10,641	14,569	19,539	19,539	19,043
TOTAL PERSONNEL SERVICES		489,052	486,274	538,384	538,384	528,821
0012020	5723450 CONTRACTUAL	1,956	10,073	9,080	4,001	8,280
0012020	5724310 UTILITIES-ELECTRICITY	46,146	60,000	60,000	47,000	55,000
0012020	5724670 MAINT & REP-GRDS & STRCTR	15,378	15,233	16,024	13,917	15,744
0012020	5724710 COPY MACHINE	1,481	1,194	2,460	2,460	2,460
0012020	5725205 COMPUTER EQUIPMENT	3,850	4,000	5,500	1,487	0
0012020	5725210 SUPPLIES	4,885	1,969	4,750	2,000	3,500
0012020	5725640 BASKETBALL	0	2,880	4,350	1,636	2,875
0012020	5725550 SCHOOL PROGRAM	6,891	14,032	19,900	6,735	12,900
0012020	5725660 SUMMER CAMP	11,758	16,657	13,950	5,050	10,900
TOTAL OPERATING EXPENSES		92,345	126,038	136,014	84,286	111,659
TOTAL COMMUNITY CENTER		581,397	612,312	674,398	622,670	640,480



PARKS LANDSCAPING DIVISION

001-1750-519

MISSION

The Parks Maintenance Division is committed in providing City residents with superior open spaces and clean facilities, maintenance services that are efficient, cost effective, responsive and responsible.

PARKS LANDSCAPING DIVISION FUNCTION

The Parks Landscape and Maintenance Division is committed to providing City residents with clean parks and facilities, maintenance and landscape services that are efficient, cost effective, responsive and responsible. Parks Landscaping and Maintenance Division is responsible for maintaining all city parks and facilities, landscape, playgrounds, athletic fields, including capital improvement projects. Other division functions include City-wide playground inspections, overseeing division work order system, tree service and repairs.

PARKS LANDSCAPING DIVISION ACCOMPLISHMENTS FOR FY 2020

- Preserve, protect, maintain, improve, and enhance natural resources, parkland, and recreational opportunities.
- Improved maintenance and operational efficiency throughout the park system by regularly inspecting and addressing park facilities.
- Continued to use capital to renew aging infrastructure.
- Commenced execution of the City's ADA Transition Plan for parks.
- Continued to support park improvements and maintenance agreements with the private sector.



PARKS LANDSCAPING DIVISION OBJECTIVES FOR FY 2021

- Complete design and construction plans for Ludlam Glades Park and commence construction incrementally.
- Continue execution of the City’s ADA Transition Plan for parks.
- Complete construction of new tennis and parking lot lights at Dante Fascell Park.
- Complete ADA improvements and construction of new perimeter asphalt trail at Fuchs Park.
- Complete design and construction improvements for Marshall Williamson Park CDBG Project

PARKS LANDSCAPING DIVISION ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2017	ACTUAL FY 2018	ACTUAL FY 2019	PROJECTED FY 2020	ESTIMATED FY 2021
Cleaning of Parks' Bathrooms	3,120	1/day	2/day	2/day	2/day
Litter Pick-up in City Parks	2,704	Daily	Daily	Daily	Daily
Mowing of 13 City Parks	390	30/yr.	30/yr.	30/yr.	30/yr.
Clean Pond (Fuchs Park)	1	2/yr.	2/yr.	2/yr.	2/yr.
Playground Inspections	96	1/month	1/month	1/month	1/month
# of Trees Planted	0	0	30	23	30
# of Soccer Fields Painted	0	0	132	100	120
# of Football Fields Painted	0	0	29	30	15
# of Baseball Fields Lined/Painted	0	0	235	235	200



PARKS LANDSCAPE BUDGET FY 2020-2021

001-1750-519

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 17/18	ACTUAL FY 18/19	BUDGET FY 19/20	ESTIMATE FY 19/20	ADOPTED FY 20/21
0011750	5191210 SALARIES - REGULAR	113,159	141,325	175,047	175,047	136,182
0011750	5191410 SALARIES - OVERTIME	1,606	1,198	4,000	4,000	4,000
0011750	5192110 F.I.C.A.	8,512	10,881	13,697	13,697	10,724
0011750	5192210 PENSION PLAN CONTRIBUTION	5,470	9,053	13,457	13,457	11,043
0011750	5192220 ICMA	447	0	0	0	0
0011750	5192310 GROUP HEALTH INSURANCE	16,822	20,624	30,554	30,554	24,028
0011750	5192410 WORKER'S COMPENSATION	3,030	4,506	7,841	7,841	6,110
	TOTAL PERSONNEL SERVICES	149,046	187,587	244,596	244,596	192,087
0011750	5193450 CONTRACTUAL SERVICES	136,799	178,133	179,378	153,669	172,140
0011750	5194070 TRAVEL AND CONFERENCE	0	340	400	0	200
0011750	5194120 COMMUNICATION	639	557	1,112	556	556
0011750	5194350 ELECTRICITY-CITY PARKS	51,274	38,379	50,000	44,000	50,000
0011750	5194420 OUTSIDE SERV RENTAL	0	0	1,000	500	1,000
0011750	5194515 AUTO INSURANCE	1,173	811	1,233	1,233	1,233
0011750	5194620 MAINTENANCE & REPAIRS	74,711	78,575	81,000	55,550	71,000
0011750	5195210 SUPPLIES	6,724	9,571	9,270	7,900	8,500
0011750	5195220 UNIFORMS	1,503	2,231	3,000	1,283	1,750
0011750	5195230 FUEL	6,643	6,420	8,047	8,047	8,047
0011750	5195410 MEMBERSHIPS & SUBSCRIPTIONS	250	250	335	0	0
	TOTAL OPERATING EXPENSES	279,716	315,267	334,775	272,738	314,426
	TOTAL LANDSCAPE MAINT.	428,762	502,854	579,371	517,334	506,513



PARKS LANDSCAPING DIVISION BUDGET HIGHLIGHTS

3450 Contractual Services –

Professional Landscape Services at 12 Parks	121,000
Palmer Park office internet & phone service	1,400
Waste Management Annual Permit Fee	30
Playground audit (7 playgrounds) once per year	0
Professional Athletic Field Maintenance	10,000
Monthly Monitoring of Burglar Alarm System	960
Toro Pest Management for Palmer Park	1,020
One Two Tree Pest Free: Flea & Tick Control Program for SOMI Dog Park	1,560
Misc. tree maintenance work at City Parks. Stump Removal	15,000
City park light repairs	20,000
MRC Plumbing - Back Flow Maintenance at Fuchs Park and Community Center	500
Miami Dade County Life Safety Permit (Palmer Park Concession Stand)	30
Emergency playground shade covers/awnings removal	0
Aquagenix (Fuchs Park pond maintenance)	640
TOTAL	172,140



COMMUNITY POOL

001-2030-572

MISSION

The mission statement of the Community Pool is to promote and provide an excellent variety of leisure opportunities to enhance the individual's quality of life through exceptional aquatic programs in an attractive, safe, and well-maintained pool facility.

COMMUNITY POOL FUNCTION

Murray Park Aquatic Center offers water-based programs for participants of all ages and abilities six (6) months throughout the year. Aquatic programs and courses are represented in four (4) categories of function: recreational swim, learn-to-swim, water fitness and special events.

COMMUNITY POOL ACCOMPLISHMENTS FOR FY 2020

- Entered into multi-year agreement with a third-party partner, iswim Academy, to deliver high-quality learn-to-swim classes for youth and adults.
- Ensure opportunities for aquatic experiences are distributed equitably throughout the city, and available regardless of income by attaining scholarships funding through multiple sources.
- Use best management and maintenance practices to ensure overall effective management of aquatic center.

COMMUNITY POOL OBJECTIVES FOR FY 2021

- As part of a multi-year agreement, effectively offer diverse aquatic learn to swim programs for youth and adults with high customer satisfaction.
- Maintain USA Swimming Foundation partnership and apply for learn to swim scholarship funding through the USA Swimming Foundation *Make a Splash* grant program.
- Improve community awareness of the aquatic program and public swim offerings by aggressively increasing marketing to local schools, libraries and other South Miami businesses.
- Offer and fill two (2) public Lifeguard Training Courses and one (1) Junior Lifeguard Training Course.



COMMUNITY POOL ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2017	ACTUAL FY 2018	ACTUAL FY 2019	PROJECTED FY 2020	ESTIMATED FY 2021
Lifeguard Certifications	12	12	8	5	10
Learn to Swim Participants (paid)	100	120	300	150	350
Water Aerobics (paid)	25	30	35	8	20
Facility Rentals	5	6	8	0	10

COMMUNITY POOL BUDGET FY 2020-2021

001-2030-572

SIX MONTHS OPERATIONS

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 17/18	ACTUAL FY 18/19	BUDGET FY 19/20	ESTIMATE FY 19/20	ADOPTED FY 20/21
0012030	5721310 SALARIES - PART TIME	42,056	45,239	53,159	53,159	52,540
0012030	5722110 F.I.C.A.	3,189	3,461	4,067	4,067	4,019
0012030	5722310 GROUP HEALTH INSURANCE	-17	0	0	0	0
0012030	5722410 WORKER'S COMPENSATION	1,243	1,718	787	787	778
	TOTAL PERSONNEL SERVICES	46,471	50,418	58,013	58,013	57,337
0012030	5723450 CONTRACTUAL SERVICES	20,790	16,692	23,095	8,350	19,020
0012030	5724080 EMPLOYEE EDUCATION	994	1,225	2,050	300	1,650
0012030	5724320 UTILITIES WATER & SEWER	21,813	22,012	25,000	16,000	25,000
0012030	5724350 ELECTRICITY	7,238	5,978	9,600	8,500	9,000
0012030	5724670 MAINTENANCE & REPAIR	9,391	7,009	10,000	7,000	10,000
0012030	5724820 SPECIAL EVENTS	811	884	2,000	1,166	2,000
0012030	5725210 SUPPLIES	6,562	8,570	9,500	3,500	7,000
0012030	5725220 UNIFORMS	780	498	900	900	900
	TOTAL OPERATING EXPENSES	68,379	62,868	82,145	45,716	74,570
	TOTAL COMMUNITY CENTER	114,850	113,286	140,158	103,729	131,907



COMMUNITY POOL BUDGET HIGHLIGHTS

6-Months of Operation

3450 Contractual Services –

Pool Chemicals (approx. \$1,000.00 per Month)	\$8,500
Community lifeguard training class	\$500
CES Preventative Maintenance Service	\$2,700
Water Aerobics Instructor (3 classes weekly for 8 months @ \$45/class) March through October	\$4,320
50 State Security: Video monitoring and alert services for 3 pool cameras at \$225 a month	\$2,700
Florida Health Department Operating Permits (main pool and splash pad)	\$300
	<hr/>
TOTAL 6 Month Operations	\$19,020
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TENNIS

001-2010-572

MISSION

The City's Parks and Recreation Department is committed to offering quality tennis facilities to its residents and helping people enjoy life through the physical, mental, and social benefits of fitness and tennis.

TENNIS FUNCTION

Dante Fascell Park's Tennis Facility operates year-round and provides a safe, fun and effective program schedule that offers many physical and social benefits for youth and adults. The tennis facility offers women's clinics, professional instructional training, afterschool program, summer camp and youth activities, recreational play and more.

TENNIS ACCOMPLISHMENTS FOR FY 2020

- Provide active tennis recreation for a wide range of individuals and age groups.
- Use best management and maintenance practices to ensure overall effective facility and program management of tennis center.

TENNIS OBJECTIVES FOR FY 2021

- Generate a minimum of \$60,000 (w/o lights) and \$75,000 (w/ lights) in net profit.
- Advertise for and execute evening tennis programming, such as team practices, Fit Tennis, and Junior Team Tennis programs.
- Secure two (2) men's night league teams to practice and compete at Dante Fascell Park



TENNIS ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2017	ACTUAL FY 2018	PROJECTED FY 2019	ESTIMATED FY 2020	ESTIMATED FY 2021
Drop-In Court Rentals (hours per month)	805	810	1,000	1,000	1,250
Winter Camp	37	40	40	48	48
Spring Camp	24	30	40	0	40
Summer Camp	175	175	175	90	180
After School Program	100	100	125	160	190
Adult Women's Clinic	75	80	80	54	90
Private Lesson (hours)	350	425	1,928	2,000	2,500



TENNIS BUDGET FY 2020-2021

001-2010-572

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 17/18	ACTUAL FY 18/19	BUDGET FY 19/20	ESTIMATE FY 19/20	ADOPTED FY 20/21
0012010	5721210 SALARIES - REGULAR	118,375	120,912	104,127	104,127	100,735
0012010	5721310 SALARIES - PART TIME	33,748	15,777	53,766	53,766	64,968
0012010	5721410 SALARIES - OVERTIME	0	763	0	0	0
0012010	5722110 F.I.C.A.	11,637	10,506	12,079	12,079	12,676
0012010	5722210 PENSION PLAN CONTRIBUTION	0	1,720	0	0	2,299
0012010	5722220 ICMA	6,387	6,460	7,289	7,289	7,051
0012010	5722310 GROUP HEALTH INSURANCE	14,185	14,039	7,638	7,638	8,009
0012010	5722410 WORKER'S COMPENSATION	3,852	5,333	7,105	7,105	7,457
	TOTAL PERSONNEL SERVICES	188,184	175,510	192,004	192,004	203,195
0012010	5723450 CONTRACTUAL SERVICES	139,962	148,140	171,300	120,000	208,680
0012010	5724120 COMMUNICATION	443	353	1,020	566	566
0012010	5724125 TELEPHONE	1,564	1,125	1,800	500	0
0012010	5724620 MAINT & REP-OPERAT EQUIP	0	0	7,100	4,080	6,500
0012010	5724670 MAINTENANCE & REPAIR	5,687	5,500	10,700	4,260	7,400
0012010	5725205 COMPUTER EQUIPMENT	1,224	0	2,189	650	1,450
0012010	5725210 SUPPLIES	4,572	3,950	4,650	4,632	4,650
0012010	5725220 UNIFORMS	0	735	1,500	800	1,500
	TOTAL OPERATING EXPENSES	153,452	159,803	200,259	135,488	230,746
	TOTAL TENNIS	341,636	335,313	392,263	327,492	433,941



NON-DEPARTMENTAL

001-2100-519

The Non-Departmental budget was historically used in the past to allocate expenditures, which would be incurred by the City, but was not provided specifically by a particular Department. Certain expenditures, which includes debt, contingency, pension, contractual, etc are included in this category.

The expenditures within the Non-Departmental budget have now been allocated within relevant Departments. We believe this new process more appropriately allocates the expenditure thus giving more clarity to the budget document and process. For example, pension expenses have been allocated by Department based on the salary amounts within each Department multiplied by the percentage of contribution, which the City contributes on behalf of that employee based on salary.

General Contingency has been allocated under the City Manager's Office. Audit expenditure has been allocated to the Finance Department.

The Debt expense has been allocated to the City's newly established Debt Service Fund, which provides a more transparent picture of the City's debt expense and contribution.

The Non-Departmental Section of the budget will continue to be used within the budget document to indicate the transfers from General Fund to any other City Funds.



NON-DEPARTMENTAL BUDGET FY 2020-2021

001-2100-519

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 17/18	ACTUAL FY 18/19	ADOPTED FY 19/20	ESTIMATE FY 19/20	ADOPTED FY 20/21
0012100	5192250 SECTION 185 CONTRIBUTION	102,030	110,419	115,000	107,843	115,000
0012100	5199924 SETTLEMENTS	1,025,000	0	0	1,538,292	0
	TOTAL PERSONNEL SERVICES	1,127,030	110,419	115,000	1,646,135	115,000
0012100	5819120 INTRA-GOV TRANSFER-DEBT SERVICE	390,027	329,345	391,070	391,070	389,289
0012100	5819130 INTRA-GOV EMERG RESERVES FUND	0	222,800	0	0	0
0012100	5819140 INTRA-GOV CAPITAL IMPROV PRO FUND	2,497,717	1,319,392	1,991,971	1,991,971	1,570,820
0012100	5819160 INTRA-GOV REVENUE STABILIZATION	0	0	0	0	0
0012100	5819161 INTRA-GOV GRANT MATCH	0	0	0	0	0
0012100	5819162 INTRA-GOV INSURANCE RESERVE	0	0	0	0	0
0012100	5819163 INTRA-GOV TAX EQUALIZATION	0	0	0	0	0
0012100	5819164 INTRA-GOV BUILDING CAPITAL RESERVE	0	0	0	0	0
0012100	5819165 INTRA-GOV PARKS ACQUISITION DEV	0	0	0	0	0
0012100	5819166 INTRA-GOV PEDESTRIAN CROSSING ADQ FUND	0	0	0	0	133,000
	TOTAL TRANSFERS	2,887,744	1,871,537	2,383,041	2,383,041	2,093,109
	TOTAL NON-DEPARTMENTAL	4,014,774	1,981,956	2,498,041	4,029,176	2,208,109

NON-DEPARTMENTAL BUDGET HIGHLIGHTS

9140 INTRA-GOVERNMENTAL CAPITAL IMPROVEMENT PROGRAM FUND - The CIP Fund receives transfers from the General Fund based on the long-term capital budget needs of the various City Departments, as determined by the Commission.



SPECIAL REVENUE FUNDS

STORMWATER DRAIN TRUST FUND

LOCAL OPTION GAS TAX TRUST FUND

HOMETOWN DISTRICT IMPROVEMENT TRUST FUND

PARKS AND RECREATION FACILITIES IMPACT FEE FUND

TREE TRUST FUND

PEOPLE TRANSPORTATION TAX FUND

REVENUE STABILIZATION ACCOUNT

GRANT MATCH RESERVE FUND

INSURANCE RESERVE FUND

TAX EQUALIZATION FUND

BUILDING FUND

CITY PARKS ACQUISITION DEVELOPMENT OPS AND MAINT FUND

PEDESTRIAN CROSSING ACQUISITION, DEVELOPMENT, OPS AND MAINT TRUST FUND



STORMWATER DRAIN TRUST FUND

CITY OF SOUTH MIAMI SPECIAL REVENUE FUND 111

STORMWATER DRAIN TRUST FUND BACKGROUND

On September 19, 2000, the City of South Miami Commission adopted Ordinance 21-00-1723 providing for the creation of a City of South Miami Stormwater Utility. In 1987, the United States Congress amended the Clean Water Act to require the Environmental Protection Agency to develop regulations for the permitting of stormwater discharges into the waters of the United States of America. In addition, under the provisions of the “Florida Air and Water Pollution Control Act,” (Chapter 403, Florida Statutes, at section 403.0891), local governments are required to develop stormwater management programs.

As provided in the City of South Miami Ordinance and in accordance with a transfer approved by the County, the City took operational control over the stormwater utility function within the City’s boundaries. As such, the stormwater related revenues paid by the City of South Miami residents on their County water bill will flow through to the City, after deduction of County administrative costs, and be used to pay the expenses to carry out the stormwater related activities.

STORMWATER FEES

The stormwater user fees were previously assessed through the water billing system managed by the Miami-Dade County Water and Sewer Department (WASD). Customers with private water wells and septic tanks were billed directly by the City of South Miami Finance Department. Now stormwater user fees are collected as part of the property tax bill for all residents.

To determine the amount of runoff that will be generated (as measured by impervious surfaces) an “ERU” (Equivalent Runoff Unit) is calculated. The ERU (Equivalent Residential Usage Unit) is the estimated average of impervious area of developed residential properties for each dwelling unit within the City of South Miami. The estimated average is calculated by dividing the total estimated impervious area of developed residential properties by the estimated total number of dwelling units. The square foot estimated average of impervious area of developed residential properties shall be one (1) ERU for the purposes of fee calculation. In the City of South Miami, an ERU was calculated to equal 1,865 square feet. Each single-family homeowner will pay the cost for one (1) ERU. All other types of properties will pay for multiple ERUs based upon the amount of their actual impervious area. Undeveloped property will pay no stormwater utility fee until the land is developed. Ordinance 10-02-1778 set the ERU at \$4.50 per month.



The money collected by South Miami from the Stormwater Utility Fee goes into a separate Stormwater Drain Trust Fund for maintenance of existing catch basins, stormwater drains and canal system and future construction of new facilities as may be recommended upon the development of the Stormwater Master Plan.



STORMWATER DRAIN TRUST
CITY OF SOUTH MIAMI FUND 111

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 17/18	ACTUAL FY 18/19	BUDGET FY 19/20	ESTIMATE FY 19/20	ADOPTED FY 20/21
	BEGINNING FUND BALANCE	161,976	242,583	229,455	229,455	288,015
	REVENUES					
1110000	3143000 UTILITY TAX-STORMWATER	4,154	239	10,000	0	0
1110000	3301000 INTERGOV REVENUE	376,815	413,581	400,000	400,000	410,000
1110000	3612000 INTEREST INCOME	7,570	8,852	7,000	7,000	7,000
	TOTAL REVENUE	388,539	422,672	417,000	407,000	417,000
	EXPENDITURES					
1111730	5411210 REGULAR SALARY	36,819	39,335	40,256	40,256	40,969
1111730	5411410 OVERTIME	0	0	0	0	0
1111730	5412110 FICA	2,824	3,023	3,080	3,080	3,134
1111730	5412210 PENSION PLAN CONTRIB	1,980	2,003	2,163	2,163	3,221
1111730	5412310 GROUP HEALTH INSURANCE	7,040	6,931	7,638	7,638	8,009
1111730	5412410 WORKER'S COMPENSATION	2,812	4,078	5,303	5,303	3,575
	TOTAL PERSONNEL SERVICES	51,475	55,370	58,440	58,440	58,908
1111730	5413450 CONTRACTUAL SERVICES	83,670	116,193	149,045	100,000	149,045
	TOTAL OPERATING EXPENSES	83,670	116,193	149,045	100,000	149,045
1111730	5416490 CONSTRUCTION PROJECTS	22,787	114,237	220,000	40,000	150,000
	TOTAL CAPITAL OUTLAY	22,787	114,237	220,000	40,000	150,000
1111730	5417100 DEBT - PRINCIPAL	0	0	0	0	0
1111730	5417200 DEBT- INTEREST	0	0	0	0	0
	TOTAL DEBT EXPENSES	0	0	0	0	0
	TOTAL EXPENDITURES	157,932	285,800	427,485	198,440	357,953
1111730	5819120 TRANSFER-GEN FUND	150,000	150,000	150,000	150,000	150,000
	TOTAL OTHER FINANCING SOURCES	150,000	150,000	150,000	150,000	150,000
	TOTAL FUND EXPENSES	307,932	435,800	577,485	348,440	507,953
	ENDING FUND BALANCE	242,583	229,455	68,970	288,015	197,062



STORMWATER DRAIN TRUST FUND BUDGET HIGHLIGHTS

3450 Contractual Services –

Maintenance Interlocal Agreement with Miami-Dade County. Canal Maintenance City Share 57%	95,300
DERM Annual Operating Permit Renewal Fee	900
FDEP Annual Regulatory Program & Surveillance Fee 2012	345
NPDES Interlocal Agreement payment permit	2,500
Citywide Drainage Improvement for EPA NPDES MS4 permit	8,000
Citywide Storm drain Cleanout	32,000
Cost of Stormwater Non-Residential Fee for the Non-ad valorem Billing	10,000
TOTAL	149,045

6490 Construction Projects -

Citywide Drainage Improvements	100,000
SW 61 st Ave Between 74 th St and SW 76 th St	50,000
TOTAL	150,000



LOCAL OPTION GAS TAX TRUST FUND

CITY OF SOUTH MIAMI SPECIAL REVENUE FUND 112

LOCAL OPTION GAS TRUST FUND BACKGROUND

In accordance with the requirements of Chapter 336.025 Florida Statutes, Miami-Dade County's Six Cent Local Option Gas Tax (LOGT) and the Five-Cent (three cents currently levied) Capital Improvements LOGT (CILOGT) for the upcoming fiscal year.

Pursuant to the Interlocal agreements governing the distribution of these gas taxes, the proceeds for the six-cent LOGT will be shared between the County (70.40%) and all eligible municipalities (29.60%); and the five cent (three-cents currently levied) CILOGT will continue to be shared between the County (74 percent) and all eligible municipalities (26 percent).

Distribution of the proceeds among eligible municipalities for both taxes is determined based on the ratio of municipal population and centerline roadway mileage maintained by all eligible incorporated municipalities in Miami-Dade County. Population figures are weighted at 75 percent while the centerline mileage figures are weighted at 25 percent for calculating each municipality's share of total estimated gas tax proceeds.

Population figures used are from the Florida Estimates of Population prepared by the Bureau of Economic and Business Research (BEBR), College of Business Administration at the University of Florida and certified by the Governor of Florida. The centerline mileage figures are the most recent on record with the Florida Department of Transportation (FDOT), as posted on the FDOT website.

Local option fuel taxes are significant revenue sources to Florida's local governments and represent important funding mechanisms for the provision of local transportation infrastructure.

Section 336.025(1), Florida Statutes, authorizes a Local Option Gas Tax of one to six cents upon every gallon of motor fuel and special fuel sold in a county and taxed under the provisions of Part I or Part II of Chapter 206, Florida Statutes. The statute limits the use of such tax revenues by county and municipal governments "only for transportation expenditures."

Section 336.025(7) "For the purposes of this section, "transportation expenditures" means expenditures by the local government from local or state shared revenue sources, excluding expenditures of bond proceeds, for the following programs:

- a) Public transportation operations and maintenance.
- b) Roadway and right-of-way maintenance and equipment and structures used primarily for the storage and maintenance of such equipment.



- c) Roadway and right-of-way drainage.
- d) Street lighting.
- e) Traffic signs, traffic engineering, signalization, and pavement markings.
- f) Bridge maintenance and operation.
- g) Debt service and current expenditures for transportation capital projects in the foregoing program areas, including construction or reconstruction of roads and sidewalks.”

**LOCAL OPTION GAS TRUST FUND
CITY OF SOUTH MIAMI FUND 112**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 17/18	ACTUAL FY 18/19	BUDGET FY 19/20	ESTIMATE FY 19/20	ADOPTED FY 20/21
	BEGINNING FUND BALANCE	229,241	265,021	209,970	209,970	133,333
	REVENUES					
1120000	3121000 LOCAL OPTIONS TAXES	77,172	74,541	71,763	71,763	71,763
1120000	3301000 INTERGOV REVENUE	0	0	0	0	0
1120000	3612000 INTEREST INCOME	2,155	1,916	1,600	1,600	1,600
	TOTAL REVENUE	79,327	76,457	73,363	73,363	73,363
	EXPENSES					
1121730	5416210 INFRASTRUCTURE PROJECTS	43,547	131,508	250,000	150,000	100,000
	TOTAL CAPITAL OUTLAY	43,547	131,508	250,000	150,000	100,000
	TOTAL FUND EXPENSES	43,547	131,508	250,000	150,000	100,000
	ENDING FUND BALANCE	265,021	209,970	33,333	133,333	106,696

LOCAL OPTION GAS TRUST FUND BUDGET HIGHLIGHTS

541-6210 Infrastructural Projects – Citywide Street Improvements / Resurfacing



HOMETOWN DISTRICT IMPROVEMENT
TRUST FUND

CITY OF SOUTH MIAMI FUND 116

On August 5, 2008, City Commission approved Ordinance 30-08-1965 establishing the Hometown District Improvement Trust Fund. Parking in the Hometown District must be developed and managed primarily as an element of infrastructure critical to enhancing South Miami's tax base through economic success of the District. Hometown District parking shall be subject to the review of the Parking Board as established by Section 2 of the Code of the City of South Miami. The Board shall report to the City Commission no less than annually on the state of parking in the Hometown District and shall from time to time make recommendations to the City Commission for changes in the parking system for the fees paid into the Hometown District Improvement Trust Fund, and for the allocation of trust fund monies.

Monies paid into the Hometown District Improvement Parking Trust Fund shall be placed in a trust account separate from General Funds and may be used for improvements to parking facilities, infrastructure to increase parking capacity, and the installation of metering devices. Monies collected in this fund should also be used for items including but not limited to items that improve the pedestrian environment such as: tree planting and maintenance, bike parking and racks, sidewalk improvements and maintenance, bench installation, water fountains, outdoor recycle bins, and signage for parking and bike racks.

If there are fewer spaces provided than required for a building, applicants must apply for and receive a special exception as per Section 20-7.51 of the Ordinance and pay into the Hometown District Improvement Trust Fund. The fee payment into the Hometown District Improvement Fund for each space required but not provided shall be \$1,000 per parking space per year payable at the time of renewal of the local business tax.



HOMETOWN DISTRICT IMPROVEMENT TRUST FUND

CITY OF SOUTH MIAMI FUND 116

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 17/18	ACTUAL FY 18/19	BUDGET FY 19/20	ESTIMATE FY 19/20	ADOPTED FY 20/21
	BEGINNING FUND BALANCE	32,250	36,313	15,563	15,563	1,008
	REVENUES					
1160000	3419060 PARKING EXCEPTION	29,063	4,250	0	0	0
1160000	3612000 INTEREST INCOME	0	0	0	0	0
	TOTAL REVENUE	29,063	4,250	0	0	0
	EXPENSES					
1161410	5819120 TRANSFER TO GEN FUND	25,000	25,000	14,555	14,555	0
	OTHER FINANCING SOURCES	25,000	25,000	14,555	14,555	0
	TOTAL FUND EXPENSES	25,000	25,000	14,555	14,555	0
	ENDING FUND BALANCE	36,313	15,563	1,008	1,008	1,008



PARKS AND RECREATIONS FACILITIES
IMPACT FEE FUND

CITY OF SOUTH MIAMI FUND 117

The Parks and Recreation Facilities Impact Fee Fund was established with the adoption of Ordinance 14-14-2192. As a condition of the issuance of a building permit for new development, the person, firm or corporation who or which has applied for the building permit for residential construction shall pay to the City, the parks impact fees as set forth in the provisions of the Ordinance.

There is assessed, charged, imposed, and enacted parks impact fees on all new residential development occurring within the municipal boundaries of the City of South Miami. These fees are assessed, charged, or imposed in accordance with the fee schedule provided below and may be amended from time to time by the City's Fee Schedule ordinance based upon the most recent and localized data.

The impact fees are paid to the City at the time of the issuance of the building permit.

All such fees collected, and any interest earned on them, shall be deposited into a special and separate trust account to be designated, "*parks and recreation facilities impact fees account*" other than the allowable administrative cost for collection. Funds from this account may be expended for:

- land acquisition for parks;
- maintaining (not including routine maintenance), furnishing, equipping, repairing, remodeling, or enlarging of both existing and future facilities;
- construction of new parks facilities;
- any architectural, engineering, legal and other professional fees and expenses related to any such improvements; and
- any administrative costs not incurred by the fee collection process
- retirement of loans and/or bonds that may be, or have been, issued to finance the capital improvements contemplated in the Ordinance.

The City of South Miami's Finance Director shall keep an accurate accounting and reporting of impact fee collections and expenditures within the City. The City shall retain up to 5% of the impact fees collected to offset the administrative costs of collecting the impact fees (which shall be limited to the actual collection costs incurred) and the cost of administering the provisions of this Ordinance.



PARKS FACILITIES IMPACT FEE FUND

CITY OF SOUTH MIAMI FUND 117

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 17/18	ACTUAL FY 18/19	BUDGET FY 19/20	ESTIMATE FY 19/20	ADOPTED FY 20/21
	BEGINNING FUND BALANCE	170,929	213,152	43,867	43,867	61,443
	REVENUES					
1170000	3246100 PARKS FAC IMPACT FEES-RES	40,370	34,261	0	14,076	0
1170000	3246200 PARKS FAC IMPACT FEES-COM	0	0	0	0	0
1170000	3612000 INTEREST INCOME	1,853	2,547	3,500	3,500	3,500
	TOTAL REVENUE	42,223	36,808	3,500	17,576	3,500
	EXPENSES					
1172000	5723450 CONTRACTUAL SERVICES	0	0	0	0	60,000
1172000	5726110 LAND ADQUISITION	0	206,093	225,894	0	0
	OTHER FINANCING SOURCES	0	206,093	225,894	0	60,000
	TOTAL FUND EXPENSES	0	206,093	225,894	0	60,000
	ENDING FUND BALANCE	213,152	43,867	-178,527	61,443	4,943



TREE TRUST FUND

CITY OF SOUTH MIAMI FUND 118

20-4.5 - Landscaping and Tree Protection Requirements for All Zoning Districts

(M) *City of South Miami Tree Trust Fund.*

- (1) Creation of the Tree Trust Fund. A Tree Trust Fund was created under Account No. 01-02-19.335, the purpose of which is to acquire, protect, and to plant trees on public property.
- (2) Disbursement and maintenance of the Tree Trust Fund. Monies obtained for the Tree Trust Fund shall be disbursed for the acquisition, maintenance, management, protection, or planting of trees on public property.
- (3) Source of monies for the Tree Trust Fund. The Tree Trust Fund consists of contributions in lieu of, or in conjunction with, required replacement plantings under Section 20-4.5. The Planning Department shall collect funds designated for the Tree Trust Fund when the replacement planting requirements of § 20-4.5(J) (2) and (3) cannot be met.
- (4) Decisions to grant or deny tree removal permits shall be made without consideration of the existence of this fund or offers of donations of monies thereto.



TREE TRUST FUND
CITY OF SOUTH MIAMI FUND 118

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 17/18	ACTUAL FY 18/19	BUDGET FY 19/20	ESTIMATE FY 19/20	ADOPTED FY 20/21
	BEGINNING FUND BALANCE	28,043	40,685	35,631	35,631	58,165
	REVENUES					
1180000	3430000 PHYSICAL ENVIRON CHARGE	19,842	6,396	0	22,534	0
1180000	3437000 PHYSICAL ENVIRON CHARGE	0	0	0	0	0
	TOTAL REVENUE	19,842	6,396	0	22,534	0
	EXPENSES					
1181750	5193450 CONTRACTUAL SERVICES	7,200	11,450	20,000	0	25,000
	OTHER FINANCING SOURCES	7,200	11,450	20,000	0	25,000
	TOTAL FUND EXPENSES	7,200	11,450	20,000	0	25,000
	ENDING FUND BALANCE	40,685	35,631	15,631	58,165	33,165



PEOPLE'S TRANSPORTATION TAX FUND

CITY OF SOUTH MIAMI SPECIAL REVENUE FUND 124

PEOPLE'S TRANSPORTATION TAX FUND BACKGROUND

On November 5, 2002, the citizens of Miami-Dade County voted to implement the People's Transportation Plan (PTP) funded by a one half (1/2) percent sales tax increase to provide traffic relief in Miami-Dade County. As a result, the Citizen's Independent Transportation Trust (CITT) was created to advise elected officials in the spending of the surtax.

The City receives a share of the one-half cent sales tax, known as the People's Transportation Tax, to be used for transportation services. The People's Transportation Tax provides funding for the People's Transportation Plan, Municipal Component. The surtax proceeds shall only be used for the transportation expenses and with the following stipulations:

Each municipality shall apply 20% of its share of surtax proceeds towards transit, such as bus service, bus pullout bays, shelters, and any other transit-related infrastructure. Any municipality that cannot apply the 20% portion of surtax proceeds it receives may contract with the County via the Citizen's Independent Transportation Trust (CITT) for the County to apply such proceeds on a County project that enhances traffic mobility within the city and immediately adjacent areas. Any funds not expended on allowable projects may be considered for recapture by Miami-Dade County. If the City cannot expend such proceeds in accordance with the established criteria, proceeds shall be carried over and added to the overall portion of the surtax proceeds to be distributed to the cities in the ensuring year and shall be utilized solely for the transit uses enumerated herein.

Per the Interlocal Agreement with Miami-Dade County, all expenses that are financed through this fund must be allocated in one fund. This is the amount that was budgeted by the City at the time the PTP was passed. Therefore, the expenses related to the PTP Funds must equal or exceed \$116,000 MOE for FY 2003.

Municipalities shall not expend more than 5% of their share of surtax proceeds on administrative costs, exclusive of project management and oversight for projects funded by the surtax.



TRANSPORTATION
CITY OF SOUTH MIAMI FUND 124

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 17/18	ACTUAL FY 18/19	BUDGET FY 19/20	ESTIMATE FY 19/20	ADOPTED FY 20/21
	BEGINNING FUND BALANCE	902,555	892,974	970,963	970,963	616,258
	REVENUES					
1240000	3126000 INTERGOVERNMENTAL REVENUE	435,183	433,569	440,000	425,000	425,000
1240000	3612000 INTEREST INCOME	10,935	7,460	10,000	10,000	10,000
	TOTAL REVENUE	446,118	441,029	450,000	435,000	435,000
	EXPENDITURES					
1241730	5416490 CONSTRUCTION PROJECTS	455,699	363,040	1,067,500	789,705	785,000
	TOTAL CAPITAL OUTLAY	455,699	363,040	1,067,500	789,705	785,000
	TOTAL FUND EXPENSES	455,699	363,040	1,067,500	789,705	785,000
	ENDING FUND BALANCE	892,974	970,963	353,463	616,258	266,258



PEOPLE’S TRANSPORTATION TAX FUND BUDGET HIGHLIGHTS

6490 Construction Projects –

South Miami Intermodal Transportation Plan - Contingency	10,000
Citywide Sidewalk Repairs	50,000
Citywide Street Improvements/ Resurfacing	50,000
Road Resurfacing - SW 77TH TR (57 AVE to 59 AVE)	20,000
Road Resurfacing - SW 78TH ST (58 AVE to 62 AVE)	25,000
Road Resurfacing - SW 67TH CT (79 ST to 80 ST)	12,500
Road Resurfacing - SW 75TH TR (67 AVE to 68 AVE)	12,500
Road Resurfacing - SW 74TH ST (67 AVE to 68 AVE)	12,500
Road Resurfacing - SW 67 CT North of SW 74th ST	12,500
Road Resurfacing - SW 62 CT (64 ST to 68 ST)	20,000
Road Resurfacing - SW 61TH TR (65 AVE to 67 AVE)	15,000
Road Resurfacing - SW 61TH ST (65 AVE to 67 AVE)	15,000
Road Resurfacing - SW 69 AVE NORTH OF SW 62ND TR	10,000
Road Resurfacing - SW 62 TR EAST OF SW 67 AVE	15,000
Road Resurfacing - SW 62 ST (59 CT to 62 AVE)	20,000
Road Resurfacing - SW 58 ST (60 AVE to 62 AVE)	12,500
Road Resurfacing - SW 52 TR (65 AVE to 67 AVE)	12,500
Road Resurfacing - SW 49 TR WEST OF SW 65 AVE	27,500
Road Resurfacing - SW 43 ST WEST OF SW 65 CT	12,500
Road Resurfacing - SW 64 PL NORTH OF SW 56 ST	15,000
Citywide Directional Street Signs Replacement	10,000
Citywide Striping	20,000
84th Street Median Improvements between 57 Ave to 62 Ave	25,000
Miscellaneous Traffic Calming	250,000
Sidewalk Design & Construction SW 64th ST (62-65 Ave) North side & SW 64th ST (67-69 Ave) South Side	100,000
TOTAL	\$785,000



**PEOPLE'S TRANSPORTATION TAX FUND
DIRECT TRANSIT
CITY OF SOUTH MIAMI FUND 125**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 17/18	ACTUAL FY 18/19	BUDGET FY 19/20	ESTIMATE FY 19/20	ADOPTED FY 20/21
	BEGINNING FUND BALANCE	569,928	427,673	266,464	266,464	277,171
	REVENUES					
1250000	3126000 INTERGOVERNMENTAL REVENUE	108,796	108,392	110,000	100,000	100,000
	TOTAL REVENUE	108,796	108,392	110,000	100,000	100,000
	EXPENDITURES					
1251730	5413450 CONTRACTUAL SERVICES	251,051	269,601	277,748	89,293	150,000
1251730	5414640 MAINT & REPAIR STRS/PARKWAYS	0	0	0	0	0
	TOTAL OPERATING EXPENSES	251,051	269,601	277,748	89,293	150,000
1251730	5416490 CONSTRUCTION PROJECTS	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	0	0	0
	TOTAL FUND EXPENSES	251,051	269,601	277,748	89,293	150,000
	ENDING FUND BALANCE	427,673	266,464	98,716	277,171	227,171

PEOPLE'S TRANSPORTATION TAX FUND BUDGET HIGHLIGHTS

The City of South Miami stopped operation of its circulators in January 2020. The circulators had been operating since 2017. There were two circulators that operated on the same route, however, moving in opposite directions and stopping at the same locations.



REVENUE STABILIZATION FUND

CITY OF SOUTH MIAMI FUND 150

The Revenue Stabilization Reserve Fund was established to mitigate the risk of reduced property tax and other revenues in general. Building this fund is critical as it is the primary source used in balancing budget request.

These funds are restricted to uses related to impacts caused by extraordinary or unanticipated reduced tax revenues and other revenues in general.

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 17/18	ACTUAL FY 18/19	BUDGET FY 19/20	ESTIMATE FY 19/20	ADOPTED FY 20/21
	BEGINNING FUND BALANCE	60,000	60,000	60,000	60,000	60,000
	REVENUES					
1500000	3811000 TRANSFER FROM GEN FUND	0	0	0	0	0
	TOTAL REVENUE	0	0	0	0	0
	EXPENSES					
1501410	5819120 TRANSFER TO GEN FUND	0	0	0	0	0
1501410	5819900 TRANSFER TO OTHER FUND	0	0	0	0	60,000
	OTHER FINANCING SOURCES	0	0	0	0	60,000
	TOTAL FUND EXPENSES	0	0	0	0	60,000
	ENDING FUND BALANCE	60,000	60,000	60,000	60,000	0



GRANT MATCH RESERVE FUND

CITY OF SOUTH MIAMI FUND 151

These funds would be restricted to uses related to grant match reserve funding, which will be adequately projected based on realistic grant funding opportunities.

These funds would be set aside as a cash match for extraordinary or unanticipated grant opportunities. It is beneficial in the application process for the City to have funds that are readily identifiable as a cash match.

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 17/18	ACTUAL FY 18/19	BUDGET FY 19/20	ESTIMATE FY 19/20	ADOPTED FY 20/21
	BEGINNING FUND BALANCE	60,000	60,000	60,000	60,000	60,000
	REVENUES					
1510000	3811000 TRANSF FROM GENERAL FUND	0	0	0	0	0
	TOTAL REVENUE	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	EXPENSES					
1511410	5819120 TRANSFER TO GEN FUND	0	0	0	0	0
1511410	5819900 TRANSFER TO OTHER FUND	0	0	0	0	60,000
	OTHER FINANCING SOURCES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>60,000</u>
	TOTAL FUND EXPENSES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>60,000</u>
	ENDING FUND BALANCE	60,000	60,000	60,000	60,000	0



INSURANCE RESERVE FUND

CITY OF SOUTH MIAMI FUND 152

The Insurance Reserve Fund is intended to fully meet potential insurance claim deductibles.

This reserve would be used in extraordinary or unanticipated circumstances that would require the contribution of insurance deductibles such as a major hurricane.

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 17/18	ACTUAL FY 18/19	BUDGET FY 19/20	ESTIMATE FY 19/20	ADOPTED FY 20/21
	BEGINNING FUND BALANCE	60,000	60,000	60,000	60,000	60,000
	REVENUES					
1520000	3811000 TRANSF FROM GENERAL FUND	0	0	0		
	TOTAL REVENUE	0	0	0	0	0
	EXPENSES					
1521410	5819120 TRANSFER TO GEN FUND	0	0	0	0	0
1521410	5819900 TRANSFER TO OTHER FUND	0	0	0	0	60,000
	OTHER FINANCING SOURCES	0	0	0	0	60,000
	TOTAL FUND EXPENSES	0	0	0	0	60,000
	ENDING FUND BALANCE	60,000	60,000	60,000	60,000	0



TAX EQUALIZATION RESERVE FUND

CITY OF SOUTH MIAMI FUND 153

Non-property tax revenue is a major portion of the City’s revenue base. The targeted amount should equal at a minimum, 20% of budgeted non-property tax revenues.

These funds can bridge the gap between the state’s fiscal year end and the City’s fiscal year end (3-month gap) in the event of significant state budget reduction.

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 17/18	ACTUAL FY 18/19	BUDGET FY 19/20	ESTIMATE FY 19/20	ADOPTED FY 20/21
	BEGINNING FUND BALANCE	60,000	60,000	60,000	60,000	60,000
	REVENUES					
1530000	3811000 TRANSFER FROM GENERAL FUND	0	0	0	0	0
	TOTAL REVENUE	0	0	0	0	0
	EXPENSES					
1531410	5819120 TRANSFER TO GEN FUND	0	0	0	0	0
1531410	5819900 TRANSFER TO OTHER FUND	0	0	0	0	60,000
	OTHER FINANCING SOURCES	0	0	0	0	60,000
	TOTAL FUND EXPENSES	0	0	0	0	60,000
	ENDING FUND BALANCE	60,000	60,000	60,000	60,000	0



BUILDING CAPITAL RESERVE FUND

CITY OF SOUTH MIAMI FUND 154

The reserve target amount is based on yearly estimates to make necessary unscheduled and anticipated repairs, and other operational issues relating to the City's properties.

These funds are to be used specifically to address building hardening and security, and to fund unscheduled and anticipated repairs, and other operational issues relating to the City's properties.

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 17/18	ACTUAL FY 18/19	BUDGET FY 19/20	ESTIMATE FY 19/20	ADOPTED FY 20/21
	BEGINNING FUND BALANCE	60,000	60,000	60,000	60,000	60,000
	REVENUES					
1540000	3811000 TRANSFER FROM GEN FUND	0	0	0	0	0
	TOTAL REVENUE	0	0	0	0	0
	EXPENSES					
1541410	5819120 TRANSFER TO GEN FUND	0	0	0	0	0
1541410	5819900 TRANSFER TO OTHER FUND	0	0	0	0	60,000
	OTHER FINANCING SOURCES	0	0	0	0	60,000
	TOTAL FUND EXPENSES	0	0	0	0	60,000
	ENDING FUND BALANCE	60,000	60,000	60,000	60,000	0



CITY PARKS ACQUISITION DEVELOPMENT OPERATIONS AND MAINT FUND

CITY OF SOUTH MIAMI FUND 155

The Fund was created per adopted Ordinance 19-15-2226 for the purposes of acquiring, developing, operating and maintaining City parks. Funding Sources related to this fund will include City budgeted funds as well as federal, state, county and private funding, including the Trust for Public Lands and other similar sources.

Any monies deposited into the Fund and their interest or investment earnings shall be applied to the following four major categories:

- 1) Acquisition;
- 2) Development; and
- 3) Improvement.

Each year as part of the City's annual budget process, the Director of Parks and Recreation shall submit a proposed spending plan, including the scope of each anticipated project and allocating expected new revenues and interest or investment earnings among the categories, subcategories, and projects for the coming year.

Each proposed project will be included in the City's Capital Improvement Program, unless subsequently added to this program by the Commission in compliance with this Section. The proposed scopes of projects will include recommendations by the Department of Parks and Recreation through a community process involving the Parks and Recreation Board.

The Acquisition Fund will be used to pay for aspects of projects, that may potentially be acquired (including surveys and appraisals) and for the acquisitions themselves. In making its recommendations, through the Parks Director and the City Manager, regarding the funding of the Acquisition Fund projects, the Parks and Recreation Board will consider multiple criteria.



CITY PARKS ACQUISITION DEVELOPMENT OPERATIONS & MAINTENANCE FUND

CITY OF SOUTH MIAMI FUND 155

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 17/18	ACTUAL FY 18/19	BUDGET FY 19/20	ESTIMATE FY 19/20	ADOPTED FY 20/21
	BEGINNING FUND BALANCE	310,000	310,000	0	0	0
	REVENUES					
1550000	3699201 MISCELLANEOUS REVENUE	0	0	0	0	0
1550000	3811000 TRANSFER FROM GENERAL FUND	0	0	0	0	0
	TOTAL REVENUE	0	0	0	0	0
	EXPENSES					
1552000	5726110 LAND ACQUISITION	0	310,000	310,000	0	0
	OTHER FINANCING SOURCES	0	310,000	310,000	0	0
	TOTAL FUND EXPENSES	0	310,000	310,000	0	0
	ENDING FUND BALANCE	310,000	0	-310,000	0	0



PEDESTRIAN CROSSING ACQUISITION DEVELOPMENT AND MAINTENANCE TRUST FUND

CITY OF SOUTH MIAMI FUND 156

As adopted via Ordinance 13-18-2302, any monies deposited into the fund and their interest or investment earnings shall be applied as follows:

- a) Categories, subcategories and projects: The Fund has three (3) major categories:
 - 1) Acquisition;
 - 2) Development; and
 - 3) Improvement.

Each year as part of the City's annual budget process, the City Manager shall submit a proposed spending plan for the Fund, including the scope of each anticipated project and allocating expected new revenues and interest or investment earnings among the categories, subcategories, and projects for the coming year. Over the term of the program, funding and expenditures will be consistent with this section, unless the City Commission by supermajority (4/5) vote determines otherwise.

- b) Each proposed project of this Fund will be included in the City's Capital Improvement Program, unless subsequently added to this program by the Commission in compliance with this Section. The proposed scopes of projects will include recommendations by the applicable City Departments.
- c) The acquisition category will be used to pay for acquisition projects. In making recommendations regarding the funding of the acquisition fund projects, the City Manager will consider the following criteria:
 - i) Has the project been subject to a public review process or is it consistent with approved plans, such as a neighborhood plan or a sea level rise or watershed plan?
 - ii) Does the project address deficiency or underserved communities?
 - iii) Is the project in an area experiencing growth?
 - iv) Does the project address an immediate health or safety problem, or take advantage of an opportunity that will be lost unless action is taken?
 - v) Does the project contribute to solving major challenges facing our community?



- vi) Does the project have the potential to leverage other resources through the actions of other public agencies, funding from public, private or philanthropic partners, and/or in-kind contributions of time and energy from citizen volunteers?
 - vii) Does the project result in significantly lower operating costs for the City?
 - viii) Does the project demonstrate new and creative methods to meet the community's needs?
 - ix) Does the project demonstrate a high degree of neighborhood involvement and support?
- d) Funds unexpended at the end of any budget year and any unallocated funding shall automatically be carried over within the Fund to the next budget year.

**PEDESTRIAN CROSSING ACQUISITION, DEVELOPMENT, OPERATION, & MAINTENANCE TRUST FUND
CITY OF SOUTH MIAMI FUND 156**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 17/18	ACTUAL FY 18/19	BUDGET FY 19/20	ESTIMATE FY 19/20	ADOPTED FY 20/21
	BEGINNING FUND BALANCE	0	0	0	0	0
	REVENUES					
1560000	3699201 MISCELLANEOUS REVENUE	0	0	0	0	0
1560000	3811000 INTERFUND TRANSFERS IN	0	0	0	0	433,000
	TOTAL REVENUE	0	0	0	0	433,000
	EXPENSES					
1561790	5193450 CONTRACTUAL SERVICES					433,000
1561790	5196490 CONSTRUCTION PROJECTS	0	0	0	0	0
	OTHER FINANCING SOURCES	0	0	0	0	433,000
	TOTAL FUND EXPENSES	0	0	0	0	433,000
	ENDING FUND BALANCE	0	0	0	0	0



OTHER FUNDS

DEBT SERVICE FUND

CAPITAL IMPROVEMENT PROGRAM FUND

EMERGENCY RESERVE FUND

STATE FORFEITURE FUND

FEDERAL FORFEITURE FUND



DEBT SERVICE FUND

CITY OF SOUTH MIAMI FUND 201

The Debt Service Fund has been established in an effort to make clearly the City's current Long-Term Liability. The City has several loans outstanding with the Florida Municipal Loan Council (FMLC). The council, as a subsidiary of Florida League of Cities administers the Florida Municipal Loan Program. Small and medium sized cities in the state obtain loans from the FMLC, through bonds and backed by MBIA Insurance Corporation.

In this current Fiscal Year, the City of South Miami has no intention of issuing any additional debt to help fund any recurring or nonrecurring capital improvement projects.

Gibson- Bethel Community Center (previously known as South Miami Multi-Purpose Center)

On April 10, 2001 The City of South Miami Commission adopted Ordinance 11-01-1742 authorizing the City Manager to enter into agreement with the Florida Municipal Loan Council for the borrowing of \$2.5 million and using South Miami Hospital's annual contribution of \$150,000. This Commission administers a loan program with a variable rate revolving loan pool uniquely designed for Florida local governments. Funding for the program was through an AAA rated tax-exempt bond issue administered by the Florida League of Cities on behalf of local governments in order to achieve better economies of scale. The program was created pursuant to Chapter 163, part 1, of Florida State statutes, for the purpose of issuing the bonds.

In 1998, the City was awarded a grant by the Safe Neighborhood Park (SNP) Agency to construct a multi-purpose center at Murray Park. The SNP Grant required a dollar for dollar match, and contingent upon the City utilizing its own match before the Agency released its own. The purpose of the Multipurpose Community Center is to provide social and recreational activities for all residents of South Miami.



CITY OF SOUTH MIAMI MUNICIPAL PARKING GARAGE

The City secured financing for the design and construction of the Municipal Parking Garage on SW 73rd Street.

The City of South Miami entered into a lease agreement with Mark Richman Properties Inc. (MRP) to manage the Municipal Garage. The Parking Garage exists of ground floor retail space and restaurants with 4-floors of public parking.

MRP compensates the City a minimum rent guaranteed payment in addition to the payment of all debt service on the Florida League of Cities Bonds Issued. Payment of the debt service shall commence as to the amount drawn on the Florida League of Cities Bond Issue and any other debt on the date the funds were drawn and are payable in accordance with the principal and interest payment schedule established by the Florida Municipal Loan Council (FMLC) for the City of South Miami pursuant to the issuance of FMLC Revenue Bonds, series **2002A** and **2006**.

Interest is paid at the same rate as the City's rate of interest on the bonds together with a pro-rata share of all the total amount of the borrowing so as to include amortized expenses of the bond, and all costs associated with the bonds.

Furthermore, in March of 2008, the City Commission authorized the City Manager to execute an additional loan with SunTrust Bank for one million dollars. The purpose of the SunTrust loan was to repay \$300,000 to the City's reserve account, which funds were utilized for improvements made to the street immediately adjacent to the parking garage. Seven hundred thousand dollars from the SunTrust Loan was earmarked for the completion of the construction of the parking garage.

MRP is not subsidized by the City and pays its full share of borrowing expenses. The funds used by MRP for design and construction of the parking garage project represent 83.36% of the funds borrowed on the Bonds and 70% of the SunTrust Loan.

Background on "Private Loan" and "Private Activity". \$2,500,000 of the proceeds of the 2002 Loan were in turn loaned to the Developer ("Developer Loan") on June 12, 2002. The City also entered into a Lease Agreement with the Developer on March 11, 2005 ("Developer Agreement") whereby the Developer would operate the Garage Project and retain certain income from the Garage Project for a term of 50 years from the opening date of the Garage Project. Thus the Developer Agreement expires in 2057 as the Garage Project was completed in 2007. These two actions constituted an impermissible private loan and impermissible private activity, respectively, under Section 141 of the Internal Revenue Code of 1986, as amended ("Code"), adversely affecting the governmental status of the Council Bonds. The private loan arose immediately upon making the Developer Loan. The private activity did not arise at the



time of the Developer Agreement. It did not occur until parking rates were first charged at the Garage Project in January of 2008.

IRS Procedures and Negotiations. On July 13, 2010, the City, jointly with the Issuer (FMLC), approached the Internal Revenue Service ("IRS") to seek permission to apply for a settlement under the Voluntary Compliance Agreement Program ("VCAP") in order to preserve the tax-exempt status of the Council Bonds and the 2009 SunTrust Loan under the Code. As the name implies, the VCAP program involves a self-reporting of potential problems with a tax-exempt issue or series of tax-exempt issues and that is what the City undertook. The procedure is therefore somewhat different than an IRS Examination because it is self-reported and typically more beneficial to an issuer of tax-exempt bonds. The IRS granted permission for a VCAP and on August 13, 2010, the City and the Issuer jointly submitted a Request for Closing Agreement Pursuant to Internal Revenue Manual Section 7.2.3.3, which outlines the VCAP procedures. An IRS Agent was assigned to the City's VCAP request.

A series of exploratory calls commenced as the agent began to develop the case. Thereafter, negotiations ensued to attempt to resolve all issues with the IRS and protect the status of the Council Bonds and the 2009 Sun Trust Loan under the Code. Specifically, discussions focused on determining any settlement amount to be paid to the IRS to resolve the matter, the language of the settlement agreement, and the amount of Council Bonds and 2009 SunTrust Loan to be redeemed, or if not immediately eligible for redemption, defeased until the first redemption date. The IRS and City of South Miami came to an agreement and due to this issue, defeased a partial amount of the 2002A and 2006 FMLC Bonds and all of the SunTrust 2009 loan. The City's new loan which was used to due accomplish the required negotiation is the new SunTrust 2011 loan for \$7,575,000.

BB&T 2015 Loan Refinance

In 2012 the City of South Miami in conjunction with the City's Financial Advisor requested bank loan proposals on a 15 year and 20-year basis to refund all of the City's outstanding 2001A and 2002A loans.

The City closed in 2015 on the refinancing loan with an attractive 17-year loan at a fixed interest rate of 2.80%. Additionally, the loan provided the City flexibility to prepay on any payment date with NO prepayment penalty. Based upon the interest rate of 2.80% with BB&T, the refunding provides a present value savings of approximately \$828,000 or 17% of the principal amount refunded.



FLORIDA MUNICIPAL LOAN COUNCIL BOND 2006						
FY	DATE	PRINCIPAL	INTEREST	FEES	TOTAL	BALANCE
9/30/18	10/01/17	40,000	27,959	2,000	69,959	1,230,000
	04/01/18		26,959	2,000	28,959	
9/30/19	10/01/18	40,000	26,959	2,000	68,959	1,190,000
	04/01/19		25,959	2,000	27,959	
9/30/20	10/01/19	45,000	25,959	2,000	72,959	1,145,000
	04/01/20		25,059	2,000	27,059	
9/30/21	10/01/20	45,000	25,059	2,000	72,059	1,100,000
	04/01/21		24,131	2,000	26,131	
9/30/22	10/01/21	50,000	24,131	2,000	76,131	1,050,000
	04/01/22		23,100	2,000	25,100	
9/30/23	10/01/22	50,000	23,100	2,000	75,100	1,000,000
	04/01/23		22,069	2,000	24,069	
9/30/24	10/01/23	55,000	22,069	2,000	79,069	945,000
	04/01/24		20,934	2,000	22,934	
9/30/25	10/01/24	55,000	20,934	2,000	77,934	890,000
	04/01/25		19,800	2,000	21,800	
9/30/26	10/01/25	60,000	19,800	2,000	81,800	830,000
	04/01/26		18,563	2,000	20,563	
9/30/27	10/01/26	60,000	18,563	2,000	80,563	770,000
	04/01/27		17,325	2,000	19,325	
9/30/28	10/01/27	60,000	17,325	2,000	79,325	710,000
	04/01/28		15,975	2,000	17,975	
9/30/29	10/01/28	65,000	15,975	2,000	82,975	645,000
	04/01/29		14,513	2,000	16,513	
9/30/30	10/01/29	70,000	14,513	2,000	86,513	575,000
	04/01/30		12,938	2,000	14,938	
9/30/31	10/01/30	70,000	12,938	2,000	84,938	505,000
	04/01/31		11,363	2,000	13,363	
9/30/32	10/01/31	75,000	11,363	2,000	88,363	430,000
	04/01/32		9,675	2,000	11,675	
9/30/33	10/01/32	80,000	9,675	2,000	91,675	350,000
	04/01/33		7,875	2,000	9,875	
9/30/34	10/01/33	80,000	7,875	2,000	89,875	270,000
	04/01/34		6,075	2,000	8,075	
9/30/35	10/01/34	85,000	6,075	2,000	93,075	185,000
	04/01/35		4,163	2,000	6,163	
9/30/36	10/01/35	90,000	4,163	2,000	96,163	95,000
	04/01/36		2,138	2,000	4,138	
	10/01/36	95,000	2,138	2,000	99,138	0
	TOTAL:	1,475,000	1,011,597	94,000	2,582,597	



SUNTRUST LOAN 2011					
FY	DATE	PRINCIPAL	INTEREST	TOTAL	BALANCE
2017	10/1/2016	435,000	139,122	574,122	5,580,000
	4/1/2017	0	128,356	128,356	5,580,000
2018	10/1/2017	450,000	129,061	579,061	5,130,000
	4/1/2018	0	118,004	118,004	5,130,000
2019	10/1/2018	480,000	118,653	598,653	4,650,000
	4/1/2019	0	106,963	106,963	4,650,000
2020	10/1/2019	495,000	107,551	602,551	4,155,000
	4/1/2020	0	96,102	96,102	4,155,000
2021	10/1/2020	520,000	96,102	616,102	3,635,000
	4/1/2021	0	83,615	83,615	3,635,000
2022	10/1/2021	540,000	84,075	624,075	3,095,000
	4/1/2022	0	71,194	71,194	3,095,000
2023	10/1/2022	565,000	71,585	636,585	2,530,000
	4/1/2023	0	58,197	58,197	2,530,000
2024	10/1/2023	590,000	58,517	648,517	1,940,000
	4/1/2024	0	44,871	44,871	1,940,000
2025	10/1/2024	620,000	44,871	664,871	1,320,000
	4/1/2025	0	30,364	30,364	1,320,000
2026	10/1/2025	645,000	30,531	675,531	675,000
	4/1/2026	0	15,527	15,527	675,000
2027	10/1/2026	675,000	15,612	690,612	0
	TOTAL	7,575,000	3,125,339	10,700,339	



BB&T LOAN 2015
Refunding of Series 2001A & 2002A
17-Year Term Loan
\$4,948,000

BB&T 2015 LOAN REFINANCE					
FY	DATE	PRINCIPAL	INTEREST	TOTAL	BALANCE
2018	11/1/2017	121,000	62,580	183,580	4,349,000
	5/1/2018	122,000	60,886	182,886	4,227,000
2019	11/1/2018	126,000	59,178	185,178	4,101,000
	5/1/2019	128,000	57,414	185,414	3,973,000
2020	11/1/2019	129,000	55,622	184,622	3,844,000
	5/1/2020	130,000	53,816	183,816	3,714,000
2021	11/1/2020	131,000	51,996	182,996	3,583,000
	5/1/2021	133,000	50,162	183,162	3,450,000
2022	11/1/2021	137,000	48,300	185,300	3,313,000
	5/1/2022	139,000	46,382	185,382	3,174,000
2023	11/1/2022	139,000	44,436	183,436	3,035,000
	5/1/2023	141,000	42,490	183,490	2,894,000
2024	11/1/2023	141,000	40,516	181,516	2,753,000
	5/1/2024	143,000	38,542	181,542	2,610,000
2025	11/1/2024	146,000	36,540	182,540	2,464,000
	5/1/2025	148,000	34,496	182,496	2,316,000
2026	11/1/2025	150,000	32,424	182,424	2,166,000
	5/1/2026	152,000	30,324	182,324	2,014,000
2027	11/1/2026	154,000	28,196	182,196	1,860,000
	5/1/2027	157,000	26,040	183,040	1,703,000
2028	11/1/2027	161,000	23,842	184,842	1,542,000
	5/1/2028	163,000	21,588	184,588	1,379,000
2029	11/1/2028	166,000	19,306	185,306	1,213,000
	5/1/2029	169,000	16,982	185,982	1,044,000
2030	11/1/2029	169,000	14,616	183,616	875,000
	5/1/2030	172,000	12,250	184,250	703,000
2031	11/1/2030	172,000	9,842	181,842	531,000
	5/1/2031	175,000	7,434	182,434	356,000
2032	11/1/2031	177,000	4,984	181,984	179,000
	5/1/2032	179,000	2,506	181,506	0
TOTAL		4,948,000	1,290,237	6,238,237	



DEBT FUND SCHEDULE FISCAL YEAR 2021						
	BALANCE	PRINCIPLE	INTEREST	FEES	PAYMENT	BALANCE
FMLC Series 2006 South Miami Parking Garage	\$1,145,000	\$45,000	\$49,191	\$4,000	\$98,191	\$1,100,000
SunTrust 2011 Loan Refinance South Miami Parking Garage	\$4,155,000	\$520,000	\$179,717	\$0	\$699,717	\$3,635,000
BB&T 2015 Loan Refinance	\$3,714,000	\$264,000	\$109,438	\$0	\$373,438	\$3,450,000
TOTAL	\$9,014,000	\$829,000	\$338,345	\$4,000	\$1,171,345	\$8,185,000

**DEBT SERVICE FUND
CITY OF SOUTH MIAMI FUND 201**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 17/18	ACTUAL FY 18/19	ADOPTED FY 19/20	ESTIMATE FY 19/20	ADOPTED FY 20/21
	BEGINNING FUND BALANCE	-61,784	2,053	11,316	11,316	19,956
	REVENUES					
2010000	3612000 INTEREST INCOME	3,614	3,287	2,000	2,300	2,000
2010000	3669000 S. HOSP FOUNDATION	144,125	145,188	141,421	141,421	142,663
2010000	3669300 RICHMAN PROP LN PMT	723,606	703,409	639,772	639,772	637,394
2010000	3811100 TRANSFER IN FROM GF	390,027	329,345	391,070	391,070	389,289
	TOTAL REVENUE	1,261,372	1,181,229	1,174,263	1,174,563	1,171,345
	EXPENDITURES					
2011410	5197110 DEBT PRINCIPLE	768,000	774,000	799,000	799,000	829,000
2011410	5197210 DEBT INTEREST	427,017	395,588	371,263	364,572	338,345
2011410	5197310 DEBT OTHER COST	2,518	2,379	4,000	2,350	4,000
	TOTAL DEBT SERVICE	1,197,535	1,171,966	1,174,263	1,165,922	1,171,345
	ENDING FUND BALANCE	2,053	11,316	11,316	19,956	19,956



CAPITAL IMPROVEMENT PROGRAM FUND

CITY OF SOUTH MIAMI FUND 301

Mission and Responsibilities:

The purpose of the Capital Improvement Fund is to establish and cover multi-year expenditures of major capital projects and expenditures for all General Government programs. The adopted Capital Improvement Projects expenditures are identified on the Five-Year Capital Improvement Project listing within the Capital Improvement Program section of this budget.

The Capital Improvement Fund finances the General Government's Capital Improvement Projects (CIP) as outlined and listed in the City's Five-Year Financial Forecast for the years 2015-2019 as listed in the Capital Improvement Program of this document. The City generally defines a Capital Improvement Project (CIP) to be any project, which possesses the following characteristics:

1. Exceeds an estimated cost of \$5,000
2. Has an estimated useful life of 3 years or more

The CIP Fund receives transfers from the General Fund based on the long-term capital budget needs of the various City Departments and the Recreation programs. Revenues may also include transfers from other financial sources and investment interest. For years prior to FY 2012, the City would incorporate into the Departmental budget expenses related to Capital Improvements for various General Government Programs. For years 2012 and forward, general fund CIP expenditures are made directly from the CIP fund, providing more clarity to the budgeting process.



**CAPITAL IMPROVEMENT PROGRAM FUND
CITY OF SOUTH MIAMI FUND 301**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 17/18	ACTUAL FY 18/19	BUDGET FY 19/20	ESTIMATE FY 19/20	ADOPTED FY 20/21
	BEGINNING FUND BALANCE	1,586,887	2,290,777	1,043,597	1,043,597	594,180
	REVENUES					
3010000	3811000 TRANSFER FROM GENERAL FUND	2,497,717	1,319,392	1,991,971	1,991,971	1,570,820
	TOTAL REVENUE	2,497,717	1,319,392	1,991,971	1,991,971	1,570,820
	EXPENSES					
3011340	5136430 OPERATING EQUIPMENT	59,026	139,859	0	0	0
3011410	5136430 FINANCE EQUIPMENT	187,526	13,706	50,000	20,000	0
3011410	5136440 FINANCE VEHICLES	0	0	0	0	0
3011610	5246440 BUILDING VEHICLES	0	0	0	0	0
3011620	5246430 EQUIPMENT OPERATING	0	0	0	0	0
3011640	5246440 CODE VEHICLES	0	0	0	0	0
3011720	5346440 SOLID WASTE VEHICLES	574,951	268,343	505,000	521,699	120,000
3011730	5414625 LANDSCAPE MAINTENANCE	0	0	0	0	0
3011730	5416450 CAPITAL IMPROVEMENT	68,950	16,907	250,000	172,577	50,000
3011790	5196440 ENGINEERING VEHICLES	0	0	30,000	0	0
3011790	5196450 CAPITAL IMPROVEMENT	198,624	638,772	620,000	426,479	845,000
3011910	5216440 POLICE VEHICLES	223,316	129,739	350,000	350,000	245,000
3011910	5216450 CAPITAL IMPROVEMENT	0	6,736	0	0	0
3012000	5726440 PARKS VEHICLES	30,573	50,180	5,000	5,000	0
3012000	5726450 PARKS & REC IMPROVEMENT	432,448	1,263,142	890,000	890,633	905,000
3012010	5726450 CAPITAL IMPROVEMENT	0	0	0	0	0
3012020	5726450 CAPITAL IMPROVEMENT	18,413	39,188	25,000	0	0
3012030	5726450 CAPITAL IMPROVEMENT	0	0	25,000	55,000	0
	TOTAL CAPITAL EXPENSES	1,793,827	2,566,572	2,750,000	2,441,388	2,165,000
3011310	5139920 GENERAL CONTINGENCY	0	0	0	0	0
	OTHER FUNDING SOURCES	0	0	0	0	0
	TOTAL FUND EXPENSES	1,793,827	2,566,572	2,750,000	2,441,388	2,165,000
	ENDING FUND BALANCE	2,290,777	1,043,597	285,568	594,180	0



301-1720-541-6440	Trash Truck	120,000
	TOTAL	120,000
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301-1730-541-6450	Holiday Lighting	50,000
	TOTAL	50,000
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301-1790-519-6450	City Hall New Roof	100,000
	City Welcome Signs	250,000
	City Welcome Signs Small Prototype	100,000
	Backup Batteries for all Solar Panels	25,000
	Solar for Community Center	100,000
	Downtown Improvements - Sunset Dr between US#1 and SW 57th Ave	45,000
	Solar for City Hall	75,000
	Downtown Parking signs	50,000
	Girl Scout Fence and Invasive removal & Parking Lot	100,000
	TOTAL	845,000
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301-1910-521-6440	6 Police Vehicles and Equipment	245,000
	TOTAL	245,000
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301- 2000-572-6450	Citywide Parks Improvement - Miscellaneous	50,000
	Citywide Parks Master Plan - Improvements	50,000
	Citywide ADA Transition Plan Improvements	50,000
	All America: Natural Play Elements	25,000
	Fuchs Park: Lake Perimeter Asphalt Trail	140,000
	Dante Fascell Park- 2 additional tennis courts	50,000
	Dante Fascell Building- DESIGN	100,000
	Dog Park: K9 Artificial Turf	50,000
	South Miami Park Playground & Fitness Outdoor Equipment	150,000
	Misc. Park Furniture	5,000
	New park improvements 7435 SW 66TH ST (Phase I design FY 20/ Phase II construction FY 21)	150,000
	Palmer Park: Laser grade fields	35,000
	Marshall Williamson Park-Sidewalks & Park Infrastructure & Landscape Improvement	50,000
	TOTAL	905,000
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	GRAND TOTAL	2,165,000



EMERGENCY RESERVE FUND
CITY OF SOUTH MIAMI FUND 051

When the City's Comprehensive Financial Report was issued for FY 1994/95, the Auditors, Sharpton, Brunson and Company recommended the creation of a Contingency Reserves Fund to be funded from the cash carryover balance in the General Fund.

The City Administration reviewed the Auditor's recommendation and considered it to be feasible and beneficial to the City's financial stability; and the Contingency Reserves Fund was created by Resolution No. 7796-9831 with a balance of \$1,000,000 to be maintained at all times.

The City Administration adopted a policy that would restrict the use of this fund to catastrophes and other unscheduled emergencies; and on September 2nd, 2001 the City Commission changed the policy via Resolution No. 145-01-11293 to provide for a Contingency Reserves Fund of no less than 10% of the budget.

On July 29, 2008 the City of South Miami established Article V Section 2-47 entitled "Emergency Reserve Fund" under City Code of Ordinances 23-08-1958 as part of a Cash Management Policy requiring the City to maintain Emergency Reserves Funds no less than 10% of the budget. Since then, City Manager strongly recommended, and the 2014 Commission funded, the full amount recommended by Government Financial Officers Association (GFOA) of 25%; 12.5% for budget uncertainties and 12.5% for emergency response.



**EMERGENCY RESERVE FUND
CITY OF SOUTH MIAMI FUND 051**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 17/18	ACTUAL FY 18/19	BUDGET FY 19/20	ESTIMATE FY 19/20	ADOPTED FY 20/21
	BEGINNING FUND BALANCE	4,198,746	3,461,905	4,090,287	4,090,287	5,990,861
	REVENUES					
0510000	3694605 FEMA HURICANE IRMA REIMB	0	170,838	0	1,869,174	0
0510000	3811000 TRANSFER FROM GEN FUND	0	222,800	0	0	0
0510000	3612000 INTEREST INCOME	38,213	39,702	36,000	36,000	36,000
0510000	3699201 MISCELLANEOUS OTHERS	0	195,224	0	0	0
	TOTAL REVENUE	38,213	628,564	36,000	1,905,174	36,000
	EXPENSES					
0511310	5133450 CONTRACTUAL SERVICES	35,145	0	0	0	0
0511730	5413450 CONTRACTUAL SERVICES	725,126	0	0	0	0
0511790	5193450 CONTRACTUAL SERVICES	14,316	0	0	0	0
0511910	5215210 SUPPLIES	467	182	0	4,600	0
	OTHER FINANCING SOURCES	775,054	182	0	4,600	0
	TOTAL FUND EXPENSES	775,054	182	0	4,600	0
	ENDING FUND BALANCE	3,461,905	4,090,287	4,126,287	5,990,861	6,026,861



STATE FORFEITURE FUND

CITY OF SOUTH MIAMI FUND 608

The State Forfeiture Fund manages funds collected through the Florida Contraband Forfeiture Act. Florida Statute 932.701 through 932.707 authorizes municipalities to seize assets, including cash, personal property and real property used in violation of the Florida Contraband Forfeiture Act. The funds may be used for educational purposes, Drug Abuse Resistance Education (DARE) programs or the purchase of equipment used in police operations. This fund was established to account for proceeds collected under the provisions of the Florida Contraband Forfeiture Act.

STATE FORFEITURE FUND
CITY OF SOUTH MIAMI FUND 608

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 17/18	ACTUAL FY 18/19	BUDGET FY 19/20	ESTIMATE FY 19/20	ADOPTED FY 20/21
	BEGINNING FUND BALANCE	68,072	68,806	69,636	69,636	40,336
	REVENUES					
6080000	3511000 CONFISCATED REVENUE	0	0	0	0	0
6080000	3612000 INTEREST INCOME	734	830	700	700	700
	TOTAL REVENUE	734	830	700	700	700
	EXPENSES					
6081910	5215210 INVESTIGATIVE INITIATIVES	0	0	30,000	30,000	30,000
6081910	5215220 UNIFORMS	0	0	0	0	0
	TOTAL OPERATING EXPENSES	0	0	30,000	30,000	30,000
	TOTAL EXPENSES	0	0	30,000	30,000	30,000
	ENDING FUND BALANCE	68,806	69,636	40,336	40,336	11,036



FEDERAL FORFEITURE FUND

CITY OF SOUTH MIAMI FUND 615

BACKGROUND

The Department of Justice Asset Forfeiture Program (the Program) is a nationwide law enforcement initiative that removes the tools of crime from criminal organizations, deprives wrongdoers of the proceeds of their crimes, recovers property that may be used to compensate victims, and deters crime. The most important objective of the Program is law enforcement. Equitable sharing further enhances this law enforcement objective by fostering cooperation among federal, state, and local law enforcement agencies. The Attorney General shall assure that any property transferred to a State or local law enforcement agency:

- A. has a value that bears a reasonable relationship to the degree of direct participation of the State or local agency in the law enforcement effort resulting in the forfeiture, taking into account the total value of all property forfeited and the total law enforcement effort as a whole; and with respect to the violation of law on which the forfeiture is based; and
- B. will serve to encourage further cooperation between the recipient State or local agency and Federal law enforcement agencies

The Forfeiture funds obtained from the Federal Government are limited in its use. Sharing must be used to increase or supplement the resources of the receiving state or local law enforcement agency or any other ultimate recipient agency. Shared resources shall not be used to replace or supplant the appropriated resources of the recipient but may include these permissible uses:

- Law enforcement investigation
- Law enforcement training and transfers to other law enforcement agencies
- Law enforcement and detention facilities
- Law enforcement equipment
- Law enforcement travel and transportation
- Law enforcement awards and memorials
- Drug and gang education and awareness programs
- Pro rata funding and Language assistance services
- Asset accounting and tracking and Support of community-based programs



**FEDERAL FORFEITURE FUND
CITY OF SOUTH MIAMI FUND 615**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 17/18	ACTUAL FY 18/19	BUDGET FY 19/20	ESTIMATE FY 19/20	ADOPTED FY 20/21
	BEGINNING FUND BALANCE	1,528,703	1,552,444	1,483,505	1,483,505	1,331,505
	REVENUES					
6150000	3511000 INTERGOVERNMENTAL REVENUES	141,672	0	0	0	0
6150000	3612000 INTEREST INCOME	16,702	18,856	16,000	16,000	16,000
6150000	3699200 OTHER MISC REVENUES	1,914	33,034	30,000	30,000	30,000
	TOTAL REVENUE	160,288	51,890	46,000	46,000	46,000
	EXPENSES					
6151910	5211410 OVERTIME SPECIAL UNIT	0	0	0	0	0
6151910	5211414 OVERTIME SPECIAL UNIT	0	0	0	0	0
	TOTAL PERSONNEL EXPENSES	0	0	0	0	0
6151910	5213450 CONTRACTUAL SERVICES	91,959	75,128	124,500	102,500	159,278
6151910	5214070 TRAVEL & PER DIEM	12,380	1,757	30,000	6,000	30,000
6151910	5214450 LEASE PURCHASE-POL VEHICLE	13,256	18,550	50,000	36,000	50,000
6151910	5215205 COMPUTER EQUIPMENT	18,169	25,324	30,000	30,000	84,000
6151910	5215210 SUPPLIES	83	70	55,000	23,500	0
6151910	5215220 UNIFORMS	700	0	32,000	0	32,000
	TOTAL OPERATING EXPENSES	136,547	120,829	321,500	198,000	355,278
6151910	5216430 OPERATING EQUIPMENT	0	0	0	0	0
6151910	5216440 INFRASTRUCTURE	0	0	50,000	0	0
6151910	5216450 CAPITAL IMPROVEMENT	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	50,000	0	0
	TOTAL EXPENSE	136,547	120,829	371,500	198,000	355,278
	ENDING FUND BALANCE	1,552,444	1,483,505	1,158,005	1,331,505	1,022,227



GLOSSARY

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

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

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

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

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

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

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

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

- B** Balanced Budget. Occurs when planned expenditures equal anticipated revenues. In Florida, it is a requirement that the budget submitted to the City Commission be balanced.

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

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

Bond Funds. Resources derived from issuance of bonds for specific purposes and



related Federal project grants used to finance capital expenditures.

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

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

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

Budget Ordinance. The schedule of revenues and expenditures for the upcoming fiscal year by fund, which is adopted by the City Commission each year.

Budgetary Basis. This refers to the basis of accounting used to estimate financing sources and uses in the budget. This generally takes one of three forms: GAAP, cash, or modified accrual.

Budget Message. A general discussion of the proposed budget written by the City Manager to the City Commission.

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

C CAFR. Comprehensive Annual Financial Report.

CALEA. Commission Accreditation of Law Enforcement Agencies.

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

Capital Improvement Fund. An account used to segregate a portion of the government's equity to be used for future capital program expenditures. The amount of capital reserve is roughly equal to the government's annual equipment depreciation and an amount identified as being needed for future capital acquisition.

Capital Outlay. Fixed assets, which have a value of \$1,000 or more and have a useful economic lifetime of more than one year; or assets of any value if the nature of the



item is such that it must be controlled for custody purposes as a fixed asset.

Capital Project. Major construction, acquisition, or renovation activities, which add value to a government's physical assets or significantly increase their useful life. Also called capital improvement.

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

CIT. Crisis Intervention Training.

CITT. Citizen's Independent Transportation Trust.

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

Contingency Account. An appropriation of money set aside for unexpected expenses. The amount needed is transferred by City Commission action to supplement the appropriate expenditure account.

Contractual Services. Services rendered to a government by private firms, individuals, or other governmental agencies. Examples include utilities, rent, maintenance agreements, and professional consulting services.

County Wide Service Area. As the area wide government, Miami-Dade County has the responsibility to provide certain services to all residents. The countywide services include: public health care, sheriff, jails, courts, mass transportation, environmental protection, certain parks and public works activities, elections, tax collection, property appraisal and social service programs. The revenue to pay for countywide services comes from property and gas taxes, licenses, charges for services, intergovernmental aid, fines and forfeitures, transfers and interest earnings.

CP. Capital Projects.

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

Department. A major administrative division of the City, which indicates overall management responsibility for an operation or a group of related operations within a



functional area. A Department usually has more than one program and may have more than one fund.

Disbursement. The expenditure of monies from an account.

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

E EAR. Evaluation and Appraisal Report.

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

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

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

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

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

F Final Budget. Term used to describe revenues and expenditures for the upcoming year beginning October 1st and ending September 30th.

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

Fiscal Year. The 12-month period to which the annual budget applies. The City's



fiscal year begins October 1st and ends on September 30th.

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

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

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

Fund. An independent fiscal and accounting entity with a self-balancing set of accounts. Funds are established to attain certain objectives or to simply segregate activities. Examples are the Refuse Collection and Recycling Fund and the Stormwater Utility Fund.

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

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

General Fund. The fund that is available for any legal authorized purpose and which is therefore used to account for all revenues and all activities except those required to be accounted for in another fund. Note: The General Fund is used to finance the ordinary operations of a governmental unit. The entity receives revenue from a specific source and spends it on specific activities.

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

General Obligation Bonds. Bonds for the payment of which the full faith and credit of the issuing government are pledged. In issuing its general obligation bonds, the City of South Miami pledges to levy whatever property tax is needed to repay the bonds for any particular year. General Obligation Bonds cannot be issued without voter approval and are usually issued with maturities of between 15 and 30 years.



GF. General Fund.

GFOA. Government Finance Officers Association.

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

Goals and Objectives. A narrative in each department which establishes a program of non-routine, or especially emphasized, intentions and tasks for each City Department or sub-department during a one-year period. It is not necessarily a fiscal period.

GOB. General Obligation Bond.

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

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

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

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

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

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

LTG. Long Term Goals.

- M Mil of Tax. A rate of tax equal to \$1 for each \$1,000 of assessed property value. So if your house has a taxable value of \$50,000 and the millage rate is 1, then you would pay \$50 in taxes, and if the millage rate is 10, then you would pay \$500 in taxes.

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



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

N Non-Departmental Appropriations (Expenditures). The costs of government services or operations which are not directly attributable to City Departments.

O Objective. A specific measurable and observable activity, which advances the organization toward its goal.

Objects of Expenditure. Expenditure classifications based upon the types or categories of goods and services purchased.

Obligations. Amounts which a government may be legally required to meet out of its resources. They include not only actual liabilities, but also encumbrances not yet paid.

Operating Budget. The City's financial plan which outlines proposed expenditures for the coming fiscal year and estimates the revenues which will be used to finance them.

Operating Revenue. Funds that the government receives as income to pay for ongoing operations. It includes such items as taxes, fees from specific services, interest earning, and grant revenues. Operating revenues are used to pay for day to day services.

Ordinance. A formal legislative enactment by the City Commission of South Miami. A law.

OSHA. Occupation Safety and Health Administration.

P Personal Services. Expenditures for salaries, wages, and related employee benefits.

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

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

Programs and Objectives. The descriptions of the structure, purposes, activities, tasks



and volumes or frequencies of each organizational unit shown in the budget. The period spans the fiscal year.

Property Tax Rate. A tax based on the value of the property. It is also called an Ad Valorem tax. The tax is determined by multiplying the taxable value of the property by the millage rate. So if your house has a taxable value of \$300,000 and the millage rate is 1, then you would pay \$300 in taxes, and if the millage rate is 10, then you would pay \$3,000 in taxes.

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

Revenue. Money that the City of South Miami receives from a variety of sources such as property taxes, permits and fees, utility and sales taxes, charges for services, grants, franchise fees and license fees that it uses to pay for service delivery and other items.

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

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

- S Special Assessment.** A compulsory levy made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties. All tax-exempt property in the affected area will also have to pay the special assessment.

STG. Short Term Goals.

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

SW. Stormwater.



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

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

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

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

TF. Transportation Fund.

TRIM. Truth in millage (section 200.065, Florida Statute).

U Undesignated Fund Balance. That portion of the fund balance available for use in subsequent budgets. The term is preferable over the commonly used and ill-defined "surplus."

User Fee. Charges for specific services provided only to those paying such charges. Examples would be stormwater utility and refuse collection, disposal and recycling.

Utility Taxes. Municipal charges levied by the City on every purchase of a public service within its corporate limits. Public service includes electricity, gas, fuel oil, water, and telephone service.

W Workload Indicators. An indication of the output of a department. It may consist of transactions, products, events, services or persons served.



City of South Miami
6130 Sunset Drive
Miami, FL 33143

305-663-6343

www.southmiamifl.gov

