



**CITY OF SOUTH MIAMI
CAPITAL & OPERATING
BUDGET AND PAY PLAN
FISCAL YEAR 2011-2012
ORDINANCE 29-11-2102**

FUCHS PARK (6445 SW 81 STREET, SOUTH MIAMI, FL)

BUDGET SUMMARY
CITY OF SOUTH MIAMI, FLORIDA - FISCAL YEAR 2011-12
ADOPTED CAPITAL AND OPERATING BUDGET



GENERAL FUND		STORMWATER	LOCAL OPTION	PEOPLE	DEBT	HOMETOWN	CAPITAL	EMERG	STATE	FEDERAL	
MILLAGE RATE:	4.6662										
	GENERAL	DRAIN	GAS TRST	TRANSPORTATION	SERVICE	IMPROV	IMPROVEMENT	RESERVE	FORFEITURE	FORFEITURE	TOTAL
ESTIMATED REVENUES:	FUND	FUND	FUND-2	FUND	FUND	FUND	FUND	FUND	FUND	FUND	ALL FUNDS
TAXES:	MILLAGE PER \$1,000										
AD VALOREM TAXES	4.6662	6,297,110									6,297,110
SALES AND USE TAXES		2,496,357									2,496,357
LICENSES AND PERMITS		1,535,470									1,535,470
INTERGOVERNMENTAL REVENUE		1,227,460		64,770	300,000						1,592,230
CHARGES FOR SERVICES		3,344,000	368,900								3,712,900
FINES & FORFEITURES		951,000									951,000
MISCELLANEOUS REVENUE		509,078	7,500	2,000	0	871,022	28,055	16,150	500	200	1,434,505
TOTAL SOURCES		16,360,475	376,400	66,770	300,000	871,022	28,055	0	16,150	500	18,019,572
TRANSFERS IN		416,253				682,550		1,291,185			2,389,988
BEGINNING FUND BALANCE		5,459,627	297,722	305,484	563,468	0	3,050	0	1,771,276	38,865	274,427
TOTAL REVENUES, TRANSFERS & BALANCES		22,236,355	674,122	372,254	863,468	1,553,572	31,105	1,291,185	1,787,426	39,365	274,627
EXPENDITURES											
GENERAL GOVERNMENT		6,664,183	60,768					138,000			6,862,951
PUBLIC SAFETY		6,292,916						216,000	12,000	259,448	6,780,364
PHYSICAL ENVIRONMENT		1,322,312	203,845					485,963			2,012,120
TRANSPORTATION		615,095		185,000	707,750						1,507,845
CULTURE AND RECREATION		1,217,941						86,619			1,304,560
DEBT SERVICE		0	54,170			637,726					691,896
TOTAL EXPENDITURES		16,112,447	318,783	185,000	707,750	637,726	0	926,582	0	12,000	259,448
TRANSFERS OUT		2,545,758	250,000				25,000	116,253			2,937,011
FUND BALANCES/RESERVES/NET ASSETS		3,578,150	105,339	187,254	155,718	915,846	6,105	364,603	1,671,173	27,365	15,179
TOTAL APPROPRIATED EXPENDITURES, RESERVES & BALANCES		22,236,355	674,122	372,254	863,468	1,553,572	31,105	1,291,185	1,787,426	39,365	274,627

THE TENTATIVE, ADOPTED AND/OR FINAL BUDGETS ARE ON FILE IN THE OFFICE OF THE ABOVE MENTIONED TAXING AUTHORITY AS A PUBLIC RECORD



**CITY OF SOUTH MIAMI
COMMISSION – MANAGER FORM OF GOVERNMENT
LIST OF PRINCIPAL OFFICIALS**

ELECTED OFFICIALS



Mayor
Philip Stoddard, PhD



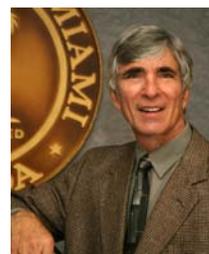
Vice Mayor
Valerie Newman
Group I



Commissioner
Brian Beasley
Group II



Commissioner
Velma Palmer, PhD
Group III



Commissioner
Walter Harris
Group IV

CHARTERED OFFICIALS

CITY CLERK
Maria M. Menendez
(Appointed 2000)

CITY MANAGER
Hector Mirabile, PhD
(Appointed 2010)

CITY ATTORNEY
Thomas Pepe, Esq.
(Appointed 2011)

MANAGEMENT TEAM

CHIEF FINANCIAL OFFICER
Alfredo Riverol, CPA Cr.FA (2010)

POLICE CHIEF
Orlando Martinez De Castro (2010)

CHIEF SUPERINTENDENT
Kelly Barket (2011)

PARKS & RECREATION DIRECTOR
Maria Stout-Tate (2010)

HUMAN RESOURCES DIRECTOR
Latasha Nickle, Esq. (2011)

BUILDING DIRECTOR
Victor Citarella (2008)

PLANNING & ZONING DIRECTOR
Christopher Brimo (2011)

CAPITAL PROJECTS MANAGER
Keith Ng (2011)



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:

Hector Mirabile PhD, City Manager

Alfredo Riverol, CPA Cr.FA, Chief Financial Officer

Budget and Finance Committee Members

Oliver von Gundlach, Chairman

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Sally Philips

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Maria Perez, Accounting Clerk

We would also like to acknowledge the cooperation and efforts put forth by the management team and their staff members in assisting with the preparation of this document.

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GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of South Miami
Florida**

For the Fiscal Year Beginning

October 1, 2010

President

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, 2010**. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

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



TABLE OF CONTENTS

CITY MANAGER'S BUDGET MESSAGE	i
CONSOLIDATED ITEMS DETAIL BY DEPARTMENT FOR FY 12	iii
GENERAL FUND SUMMARY	vi
GUIDE FOR READERS	I
HOW TO USE THIS DOCUMENT	2
ANNUAL BUDGET PROCEDURES	3
BUDGETING AND ACCOUNTING BASIS	4
FINANCIAL AND BUDGETARY POLICIES	5
HISTORY	15
GOVERNMENT	17
COMPREHENSIVE PLANNING	20
CITY OVERVIEW	23
CITY OF SOUTH MIAMI ORGANIZATIONAL CHART	24
BUDGET SCHEDULE	25
CAPITAL IMPROVEMENT PROGRAM 5-YEAR PLAN	27
GENERAL FUND BUDGET	43
GENERAL FUND REVENUE PROJECTIONS	44
CITY OF SOUTH MIAMI DEPARTMENTS & DIVISIONS	62
MAYOR AND CITY COMMISSION	63
CITY CLERK'S OFFICE	66
CITY MANAGER'S OFFICE	70
INTERGOVERNMENTAL AFFAIRS	75
CENTRAL SERVICES DIVISION	76
HUMAN RESOURCE DEPARTMENT	81
MANAGEMENT INFORMATION SYSTEMS OFFICE	86
FINANCE DEPARTMENT	92
FINANCE INSURANCE	98
CITY ATTORNEY'S OFFICE	99
BUILDING DEPARTMENT	102



PLANNING AND ZONING DEPARTMENT	109
CODE ENFORCEMENT DIVISION	114
PUBLIC WORKS DEPARTMENT	119
BUILDING MAINTENANCE DIVISION	121
SOLID WASTE DIVISION	126
STREETS AND LANDSCAPING DIVISION	132
EQUIPMENT MAINTENANCE (MOTOR POOL) DIVISION	137
PUBLIC WORKS OFFICE OF THE DIRECTOR	142
ENGINEERING AND CONSTRUCTION DIVISION	147
POLICE DEPARTMENT	152
PARKS AND RECREATION DEPARTMENT	170
PARKS LANDSCAPING DIVISION	180
GIBSON-BETHEL COMMUNITY CENTER	184
NON-DEPARTMENTAL	190
SPECIAL REVENUE FUNDS	194
STORMWATER DRAIN TRUST FUND	195
LOCAL OPTION GAS TAX TRUST FUND	199
PEOPLE'S TRANSPORTATION TAX FUND	201
HURRICANE RESERVE FUND	204
OTHER FUNDS	205
DEBT SERVICE FUND	206
HOMETOWN DISTRICT IMPROVEMENT TRUST FUND	217
CAPITAL IMPROVEMENT PROGRAM FUND	219
SELF-INSURANCE FUND	222
EMERGENCY RESERVE FUND	224
STATE FORFEITURE FUND	226
FEDERAL FORFEITURE FUND	227
APPENDIX	230
CITY OF SOUTH MIAMI PAY PLAN	231
GLOSSARY	243

Click on City of South Miami in the Footer to return to the Table of Contents



CITY MANAGER'S BUDGET MESSAGE

September 13, 2011

Honorable Mayor Philip Stoddard
Honorable Vice Mayor Valerie Newman
Commissioners Beasley, Palmer, and Harris
Citizens of the City of South Miami

**RE: Capital and Operating Budget
And Pay Plan
Fiscal Year 2011/2012**



Dear Mayor, Vice Mayor, Commissioners and Citizens:

In accordance with Article IV, Section 2 of the City Charter, I respectfully submit to you the FY 2011/12 Operating and Capital Budget for the fiscal year beginning October 1, 2011 and ending September 30, 2012.

As we are witnessing, the country, and more especially Miami-Dade County, is experiencing a difficult economic period with property values decreasing, sizeable foreclosure rates, and high unemployment rates. This budget process was a difficult one, but I believe you will find that the presented budget continues providing superior services to all residents, businesses, and visitors of the City of South Miami while not increasing City taxes. The Proposed Budget was prepared with the intent to meet the governing body's goals.

GOVERNING BODY GOALS

The governing body has six strategic goals that guide the city's activities, including preparation of the annual operating budget. These goals align the financial decisions included in the annual budget and Capital Improvement Program (CIP) to the services provided by the city.



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 – 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 adopted budget continues the city’s commitment to these strategic goals by allocating available resources to the activities necessary to achieve the goals.

BUDGET SUMMARY

The information contained in this budget provides a level of detail, which is valuable to the governing board as you move forward in planning for this City. We also believe this level of detail is necessary for the public in order to provide transparency and openness to the citizens.

The budget format includes one new fund: the Capital Improvement Fund. The purpose of the new fund is to help the City better prepare for future capital improvements and continue to comply with the Government Accounting Standards Boards (GASB) Statement Number 54 *Fund Balance Reporting and Governmental Fund Type Definitions*, which takes effect in FY 2012. The objective of this statement is to enhance the usefulness of fund balance information by providing clearer fund balance classifications that are consistently applied and by clarifying the existing governmental fund type definitions.

Please find below a list of the specific expense items in respective departments and divisions, taken together for FY 2012.



CONSOLIDATED ITEMS DETAIL BY DEPARTMENT FOR FY 12

DEPARTMENT	F/T 1210	P/T 1310	HEALTH 2310	W/C 2410	FUEL 5230	PEN 2210	AUTO 4515	POST 4110	COPIER 4710	COMM 4120
CITY COMMISSION	62,000	0	0	341	0	0	0	0	0	5,000
CITY CLERK	140,840	0	11,594	775	0	23,379	0	500	1,668	360
CITY MANAGER	231,392	38,210	19,535	1,483	5,410	10,424	500	1,589	1,668	1,800
CENTRAL SERVICES	107,480	31,451	11,516	764	0	6,525	0	3,000	7,371	420
HUMAN RESOURCES	164,350	0	17,274	904	0	12,870	0	180	1,668	1,680
FINANCE DEPART	285,387	72,335	28,761	1,967	0	31,092	0	7,030	1,668	1,500
BUILDING DEPART	207,623	122,717	23,109	8,406	1,127	20,449	400	180	1,668	360
PLANNING DEPART	234,182	19,575	22,811	939	144	23,368	400	1,876	3,335	2,280
CODE ENFORCE	212,752	16,130	22,992	18,787	5,978	35,317	1,800	7,000	1,668	4,350
PW BLDG. MAINT.	223,395	20,880	39,734	12,563	0	37,712	0	0	0	1,248
PW SOLID WASTE	370,403	0	51,332	53,478	0	62,649	0	0	0	0
PW STREETS MAINT.	245,729	19,575	39,616	26,359	0	41,953	0	0	0	1,050
PW EQUIP. MAINT.	136,999	0	17,109	5,634	144,606	23,323	31,000	0	0	624
PW OFFICE OF DIR	177,466	0	17,428	657	0	29,459	0	125	6,670	1,787
PW ENG. & CONSTR	193,448	0	17,377	716	0	18,352	0	0	0	1,620
POLICE	3,390,249	0	323,057	118,087	217,121	622,292	26,000	1,700	10,005	16,240
PARKS & REC	292,828	13,362	34,299	14,881	15,117	48,609	3,870	100	5,003	3,240
LANDSCAPE MAINT.	225,152	0	34,148	11,137	13,352	38,039	1,500	0	0	1,200
COMM CENTER	133,423	337,970	22,699	11,893	0	22,148	0	0	1,668	5,500
TOTAL FY 2012	7,035,098	692,204	754,388	289,769	402,855	1,107,961	65,470	23,280	44,060	50,259
BUDGETED FY 2011	7,532,752	564,063	763,294	309,312	230,763	1,221,333	63,870	24,573	44,060	31,420
DIFFERENCES	-497,654	128,141	-8,906	-19,543	172,092	-113,372	1,600	-1,293	0	18,839

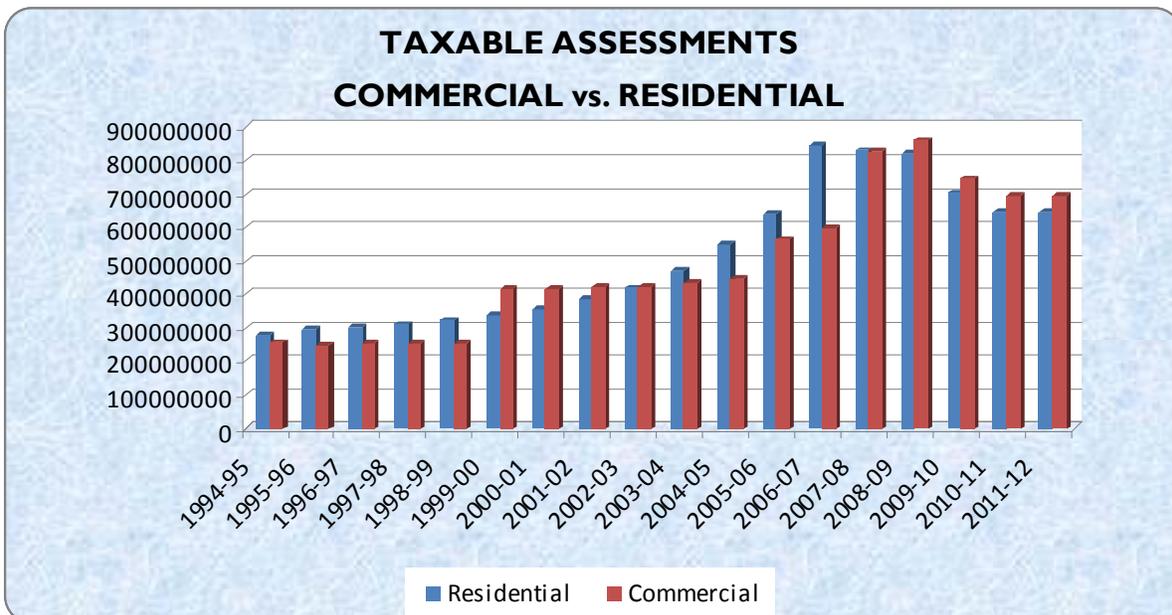
Furthermore, in this year's budget, the Capital Improvement Program (CIP) is included within the newly established Capital Improvement Fund. The purpose of the fund is to help understand and plan the budget in coordination with capital projects.



PROPERTY TAX INFORMATION

The City's assessed value as reported by the Property Appraisal Department before new construction is \$1,407,519,739. This amount is 1.06% or \$15,108,502 lower than last year. The City continues experiencing a reduction in the taxable assessed property values due to the impact of the decline in the housing market caused by the economic recession.

However, the amount of \$6,255,544 for new construction mitigated the overall taxable values loss to .62%. The ad valorem millage levy of 4.6662 for fiscal year 2011/12 representing the rolled-back rate, is recommended. This will generate \$5,695,087 of commercial and residential taxable assessments as compared to last year's amount of \$6,061,048.

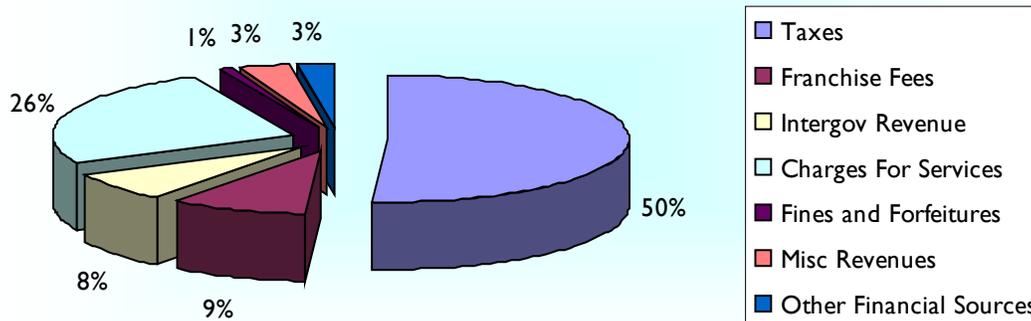




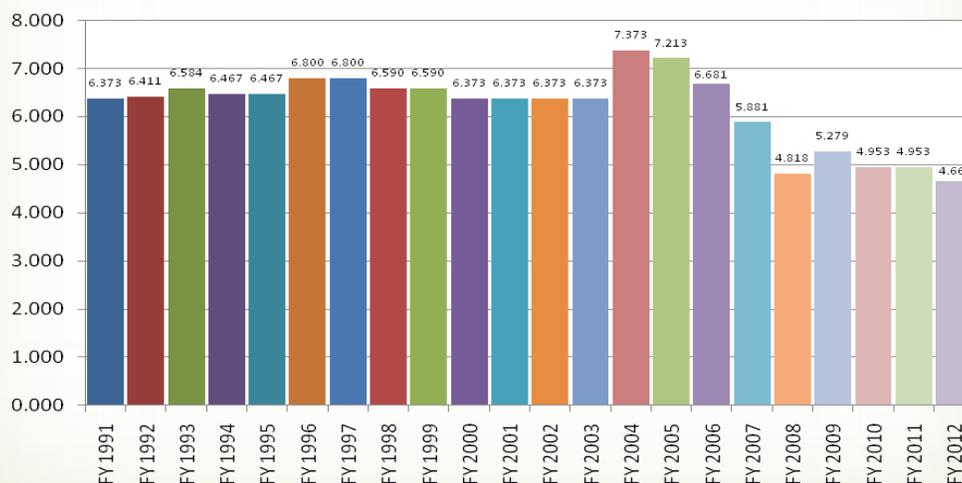
CITY OF SOUTH MIAMI GENERAL FUND REVENUES

The City of South Miami's estimated General Fund Revenues, including Other Financial Sources for FY 2012, as provided in the proposed budget is \$16,192,336. This estimated revenue amount is calculated using the recommended City's tax rate of 4.6662. A breakdown of the general makeup of the City's General Fund Revenues is presented below.

General Fund Revenue Analysis FY 12



CITY OF SOUTH MIAMI MILLAGE COMPARISON CHART FY 1991 TO PROPOSED FY 2012



In the following page, you will find the General Fund Summary of FY 2012.



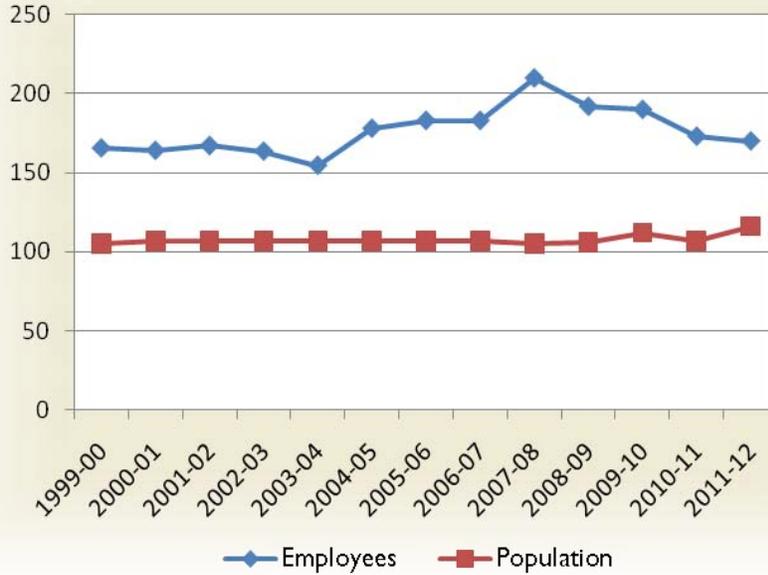
GENERAL FUND SUMMARY

DEPT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	ACTUAL 2009-2010	BUDGET 2010-2011	ESTIMATE 2010-2011	APPROVED 2011- 2012
BEGINNING FUND BALANCE		6,618,657	7,333,208	6,881,691	6,881,691	5,459,627
	TAXES	10,207,000	9,185,739	8,581,508	8,573,583	8,793,467
	FRANCHISE FEES	1,693,938	1,572,574	1,490,181	1,955,236	1,535,470
	INTERGOV REVENUE	1,266,286	1,172,632	1,166,155	1,174,057	1,227,460
	CHARGES FOR SERVICES	3,063,079	3,174,958	3,727,000	3,954,300	4,144,000
	FINES AND FORFEITURES	206,637	217,598	783,560	151,000	151,000
	MISCELLANEOUS REVENUES	1,302,048	1,501,329	410,528	608,528	509,078
	TOTAL	17,738,988	16,824,830	16,158,932	16,416,704	16,360,475
OTHER FINANCIAL SOURCES		1,180,473	716,114	1,735,156	1,471,447	416,253
1100	CITY COMMISSION	82,099	90,484	92,984	92,984	92,984
1200	CITY CLERK	225,433	217,256	244,573	242,073	260,860
1310	CITY MANAGER	426,652	386,273	592,819	490,283	607,424
1315	INTERGOVERNMENTAL	66,441	94,810	0	0	0
1320	CENTRAL SERVICES	306,912	245,348	310,969	350,969	280,749
1330	HUMAN RESOURCES	164,132	158,535	566,269	586,269	654,772
1340	MGMT. INFORM. SYSTEMS	528,162	564,314	325,220	325,070	417,765
1410	FINANCE DEPARTMENT	717,507	676,432	1,589,824	1,589,824	620,634
1420	FINANCE INSURANCE	704,965	605,488	0	0	0
1500	CITY ATTORNEY	335,617	465,732	496,820	495,320	375,000
1610	BUILDING DEPARTMENT	428,590	415,890	466,873	466,873	424,021
1620	PLANNING DEPARTMENT	403,556	424,289	429,198	404,300	374,240
1640	CODE ENFORCEMENT	336,779	309,102	390,814	394,514	374,636
1710	PW-BLDG. MAINT.	734,368	630,535	647,094	647,094	610,381
1720	PW-SOLID WASTE	1,894,427	1,341,756	1,353,305	1,353,305	1,322,312
1730	PW-STREETS MAINT.	684,258	624,148	638,937	678,937	615,095
1760	PW-EQUIP. MAINT.	713,410	733,183	586,265	635,101	540,762
1770	PW-OFFICE OF DIRECTOR	205,188	292,222	386,419	386,419	252,748
1790	PW-ENG. & CONSTR.	340,144	159,259	209,857	209,857	257,147
1910	POLICE	4,629,955	4,902,783	6,442,063	5,982,063	6,292,916
2000	PARKS & RECREATION	593,882	651,453	674,688	689,453	548,691
1750	LANDSCAPE MAINT.	509,084	504,244	524,664	544,664	513,793
2020	COMMUNITY CENTER	422,758	392,508	683,570	703,570	675,518
2100	NON-DEPARTMENTAL	2,750,591	3,106,417	0	0	0
	TOTAL	18,204,910	17,992,461	17,653,224	17,268,941	16,112,447
CHANGE BEFORE FUND BALANCE		714,551	-451,517	240,864	619,210	664,281
2100	NON-DEPARTMENT TRANSFER	0	0	2,041,274	2,041,274	2,631,155
ENDING FUND BALANCE		\$7,333,208	\$6,881,691	\$5,081,281	\$5,459,627	\$3,492,752

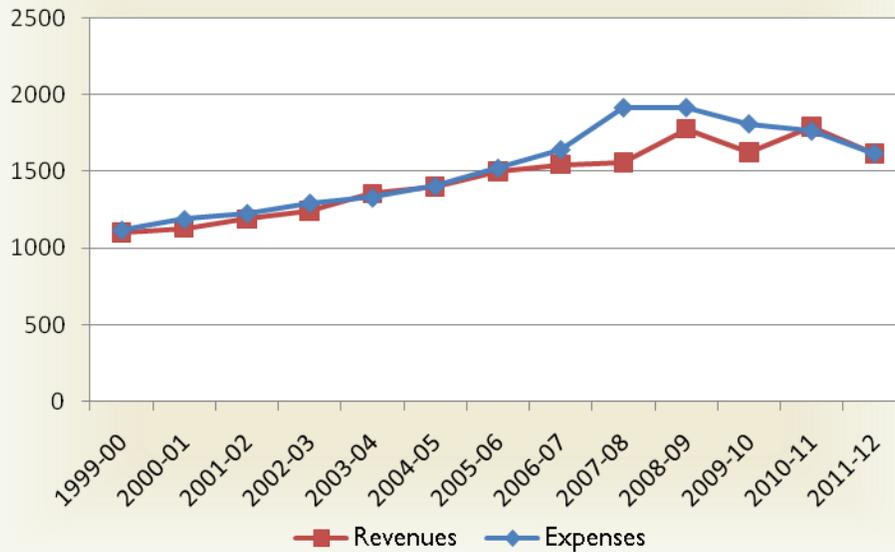
Note: As per the Florida Department of Revenue budget advertising rules, the revenues within FY 2012 takes into account the CRA allocated TIF amount of \$572,023, hence increasing the change before fund balance amount for FY 2012. Once the General Fund transfers the TIF monies, the change before fund balance will be \$861.



Comparison Population to Personnel (100s)



Comparison Revenues to Expenses (100s)



CHANGES IN THE CITY WORKFORCE AND TOTAL PAYROLL

In this year’s budget, the City once again did not include any salary increases. This will be the third consecutive year the City does not increase salaries, citywide.



The City outsourced the MIS Department to an IT Consulting Firm in FY 2011. The City was able to save approximately \$250,000 when compared to the previous year's authorized salary amount and was provided a great level of service. The City made great strides to improve the computer systems and hopes to complete all major improvements within FY 2012.

SUMMARY OF MAJOR BUDGET HIGHLIGHTS

In fiscal year 2012, as part of the continued commitment to the South Miami Downtown economic development, the City is looking to implement a wireless downtown for residents and visitors to access. Furthermore, the wireless mesh infrastructure will provide secure access for our existing and new multi-space parking meters as well as the City's public safety officers to communicate with required servers. The savings from the air cards which are currently used by each of the existing multi-space parking meters to communicate to the servers will provide the savings needed to pay for the wireless mesh infrastructure within a 3.5 year period.

The City is looking to "go paperless" by purchasing and implementing a central universe repository system. The new system will serve as the universal repository, granting users across the enterprise instant access to the information they need to complete their jobs quickly and efficiently. Additionally, it reduces the resource utilization inherent with paper-based processes. The purpose of this new system is to gain a single point of control over all information assets throughout their life cycles, quick and easy access, remove the need for time-consuming manual filing by automatically indexing and filing incoming paperwork, and protect confidential files with granular, role-based security. As the demand for government transparency grows, the City needs an efficient, cost-effective solution for making information available to citizens. The system offers an easy-to-navigate web portal making documents available to the public—while still keeping the core repository secure.

The City's parking infrastructure is one of the major providers of funds for the General Fund. The division was assigned to the Police Department in an effort to streamline the process and provide greater level of efficiency and effectiveness. The City is looking to enhance the infrastructure by installing 12 new multi-space parking pay stations to complete the installation and cover all of the South Miami Downtown area, South Miami Hospital and the shops at Bird Road. This enhancement will help better serve residents, businesses, and visitors by providing ease of payment. Furthermore, the initial installation of 38 pay stations in fiscal year 2011 was a great success and helped increase parking revenue by an approximate 25%.

The City is committed to completing multiple traffic calming projects throughout the City. The specific communities which the City is focusing on in FY 2012 are Pinecrest Villas, Mango Terrace, SW 64th Street between SW 57th Avenue and SW 62nd Avenue and Cocoplum Terrace. We will continue to work with Miami-Dade County in achieving their full requirements.

In an effort to continue maintaining a safe and efficient fleet, the City is proposing within FY 2012, purchasing eight new police vehicles. Furthermore, the City is looking to upgrade Solid Waste with the purchase of a new trash collection crane and garbage truck. The upgrades of the City's fleet are required to continue providing base levels of services to the residents of the City.



SUMMARY OF FINANCIAL ISSUES AHEAD

The City has completed negotiations with the IRS and has closed on the new loan as part of the settlement on August 17, 2011. However, there are a few other outstanding issues in relation to the refinancing of the Florida Municipal Loan Council (FMLC) 2002a & 2006 Bonds and the SunTrust loan. Please find below the details of the issues:

- a. The City is not in negotiations or discussions with the SEC at this time, which also has the administrative powers to impose fines, penalties and interest. The City's strategy is to complete the negotiations with the IRS and then proceed with the negotiations with the SEC.
- b. The Florida League of Cities may request the City to reimburse the League for any out of pocket expenses incurred due to the IRS and SEC bond issues. The Florida League of Cities acquired the services of the Law Firm Holland & Knight to help guide them through the negotiation process with the IRS and possibly the SEC.
- c. Mark Richmond Properties (MRP) currently contributes 83.36% towards the principal and interest of the 2002a and 2006 bond series. Furthermore, MRP also provides 70% reimbursement for the principal and interest payments of the SunTrust 1 million dollar loan. The City will be negatively impacted by the change in interest rate and term of the loan.

Pension continues to be an issue nationwide as well as to our City. Currently the City is in negotiations with AFSCME (American Federation of State County and Municipal Employees). Until negotiations finalize, certain payroll and fringe benefit calculations will remain estimates.

Due to the present status of the national and local economy compounded by the situation in the Middle East, the price of the fuel is projected to continue rising. Presently, the City is paying an average of 63% more per gallon of fuel versus the original price estimated for the 2011 budget. The cost of fuel estimated at \$2.25 per gallon versus the present cost of \$3.67 per gallon. The \$2.25 per gallon price was the average price paid by the City for fuel at the time when the FY11 budget was prepared, increased by a conservative percentage. Finance with the assistance of Public Works will continue monitoring the price fluctuations closely and be on the alert for any corrective action as might be needed. In the mean time, we are requiring that the usage of city vehicles be limited only to the essential activities. No city vehicle should be left running idle when not necessary (K-9 vehicle is an exemption); furthermore, all take home cars should be used strictly pursuant to policy which stipulates that the vehicles will NOT be for personal use (subject to the collective bargaining agreement with the PBA.).

The majority of the funds obtained for the Murray Park Pool Project provided by Community Development Block Grant (CDBG) funds. As of May 23, 2011, the City received \$191,550 in reimbursement from Miami-Dade County for the first design produced by the engineering firm of C3TS. Assuming the City does not build the pool, hence the City not meeting the national



objective of the project, the City may be required to reimburse the Federal Housing & Urban Development Agency (HUD) the \$191,550.

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. Lastly, I would like to thank the Budget and Finance Committee for their valuable input during our budget workshops.

Sincerely,

Hector Mirabile, Ph.D.
City Manager



GUIDE FOR READERS

The Fiscal Year 2011-2012 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, 2011 through September 30, 2012. 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 will 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.

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 2012-2016 Capital Improvement Plan along with the funding sources is found in this section.

Fund Budgets: A description of the funds and departments 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.



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 a public hearing 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. (Amended 2/8/00)
- 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) (I) **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 submitted to the City Commission is balanced. A balanced budget occurs when planned expenditures equal anticipated 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, activities, the budgetary appropriation and budget highlights.



FINANCIAL AND BUDGETARY POLICIES

PURPOSE:

The Comprehensive Financial and Budgetary Policies provide 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 will 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 contained herein 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.

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 provide adequate funding for desired programs.
- To maintain appropriate financial capacity for present and future needs.
- 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.

FINANCIAL PLANNING AND TRENDS

Monitoring:

The City shall develop and maintain a 3 to 5 year financial trend model that forecasts revenues and expenditures based on a set of accepted assumptions. The financial trends forecast presented to the City Commission to discuss long-term budget trends and implications of various budget scenarios. This will allow the City Commission to establish budget policy and direction to the City Manager for the development of the upcoming annual operating and capital budgets.



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 ongoing 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 will 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.

Budget Lapses at Year End:

All Operations and Maintenance (O&M) budget appropriations, except for capital project funds, shall expire at the end of a fiscal year. 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 & 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 with a cost of \$25,000 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
- Buildings
- Improvements
- Equipment
- Infrastructure (roads, stormwater system, sidewalks)
- Construction in progress

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 & 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

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 & Revenue Bonds
- Chapters 130 & 132 – County Bonds & 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 & Reporting

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 POLICIES

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



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.



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

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.

In June of 1926 the Florida Power & 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 17000 admissions a 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.

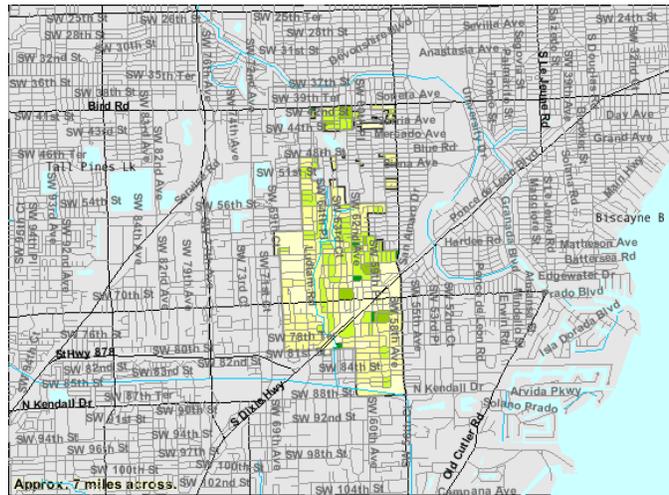
Through all these years, the City of South Miami preserved its hometown feel and the residents are proud to call it - The City of Pleasant Living.



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. Commissioners are elected to four-year terms and the Mayor is elected to a two-year term. The Mayor heads the meeting and previously made appointments, with approval by the commission, to various city boards; however this provision was modified on February 9, 2010 to give all commissioners the right to appoint with consent of the commission board. 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 is scheduled for Valentine's Day, 2012.



South Miami City Government as of July 22, 2011

- Mayor: Philip Stoddard, Ph.D. (Election 2012)
- Vice Mayor: Valerie Newman (Vice Mayor until 2012, Commissioner until 2014)
- Commissioner: Velma Palmer, Ph.D. (Election 2012)
- Commissioner: Brian Beasley (Election 2012)
- Commissioner: Walter Harris (Election 2014)

South Miami is a city in Miami-Dade County, Florida, United States. The population was 10,741 at the 2000 census and as of 2011, according to the U.S. Census Bureau is 11,657.

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

Tax Authorities

Taxing Authorities Set Tax Rates

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 begin 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, because as a general rule, there is usually an increase in the tax base each year sufficient to allow for a millage roll-back. 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 "rolled-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 rolled-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, 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.



COMPREHENSIVE PLANNING

Comprehensive planning is a term used to describe a process that determines community goals and aspirations in terms of community development. The outcome of comprehensive planning is the Comprehensive Plan which dictates public policy in terms of land use, transportation, utilities, recreation, and housing. Comprehensive plans encompass large geographical areas, a broad range of topics, and cover a long-term time horizon.

Chapter 163, Part II of the Florida Statute (F.S.), provides that each local government shall have the power and responsibility to plan for their future development and growth; to adopt and amend comprehensive plans, or elements to guide their future development and growth; to implement adopted or amended comprehensive plans by the adoption of appropriate land development regulations; and to establish, support, and maintain administrative instruments and procedures to carry out the provisions and purposes of this act.

Comprehensive Planning Process

Comprehensive Planning follows a typical planning process which consists of eight different steps. By following this process, we are able to determine a wide range of interconnecting issues that affect the City and surrounding urban area.

Identifying issues; Stating goals; Collecting data; Evaluating alternatives; Preparing the plan; Creating implementation policies; Adopting a plan; and Implementing and monitoring the plan.

The City's adopted comprehensive plan consists of eight elements that constitute the major objective of the planning process. As required by Chapter 163, F.S., the elements of the comprehensive plan shall be consistent, and the comprehensive plan shall be financially feasible. Financial feasibility is determined using professionally accepted methodologies and applies to the 5-year planning period, except in the case of a long-term transportation or school concurrency management system, in which case a 10-year or 15-year planning period would be applied. It is also required that the comprehensive plan contain a capital improvements element designed to consider the need for and the location of public facilities in order to encourage the efficient use of such facilities.

Chapter I, Future Land Use Element

The Future Land Use Plan is part of a policy developed to guide the future social and economic growth of the City of South Miami. The City Commission in compliance with the State of Florida Local Government Comprehensive Planning Act adopted the Plan. The official Future Land Use Plan indicates the appropriate land uses in the City of South Miami. The City of South Miami Comprehensive Plan is the supporting document, which explains the planning policies used in producing the patterns shown on the Future Land Use Plan and Map.



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.

The Future Land Use Element was revised to address development and redevelopment pressures including: compatibility between buildings; concerns about the massing and structures (density/intensity standards, lot coverage and height); development impacts on neighborhoods; the need for revised or additional land use and zoning districts; the need to redevelop in certain areas and neighborhoods; and better coordination between transportation and land use.

Chapter 2, Transportation Element

The Transportation Element is designed to address traffic congestion issues which include the need to reduce excessive through traffic in certain areas; the need for updated bicycle and pedestrian plans; the provision of adequate parking; and the need to determine the ultimate capacity of the transit/rail system.

Chapter 3, Housing Element

The Housing Element includes goals established by the City's Affordable Housing Advisory Committee and redevelopment issues related to housing are addressed through amendments that recognize the City's role in expanding housing choices and options for existing and future residents. Additionally, amendments were included that reflect the affordable housing and other programs being implemented through the City's Community Redevelopment Agency.

Chapter 4, Infrastructure Element

The Infrastructure Element addresses the current and future public infrastructure needs of the City to ensure public health, safety and quality of life. As with each element, amendments to the policies to correct inefficiencies are periodically made.

Chapter 5, Conservation Element

The Conservation Element was recently revised to implement the latest Best Management Practices to protect, restore and enhance the natural features of the City.



Chapter 6, Recreation and Open Space Element

The Recreation and Open Space Element addresses parks and recreation issues, such as the City's desire to conduct a comprehensive Recreation and Open Space Master Plan to be used as a mechanism to assist the City in its efforts to meet the recreational needs of existing and future residents. Other amendments address the need to evaluate the feasibility of instituting an impact fee and to revise the Level of Service Standard for recreation and open space.

Chapter 7, Intergovernmental Coordination Element

The Intergovernmental Coordination Element is designed to further the City's 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. The city continues to work with Miami-Dade County in support of the 2003 Inter-local Agreement for Public School Facility Planning.

Chapter 8, Capital Improvement Element

The Capital Improvement Element reinforces the relationship and linkage between the Comprehensive Plan. The Capital Improvements Program recognizes that South Miami is a diverse, full service community with both residential and non-residential land uses and neighborhoods. Additionally, an amendment was included to address impact fees as a potential mechanism for ensuring the City's ability to provide key infrastructure and services at adopted Levels of Service through the planning period.

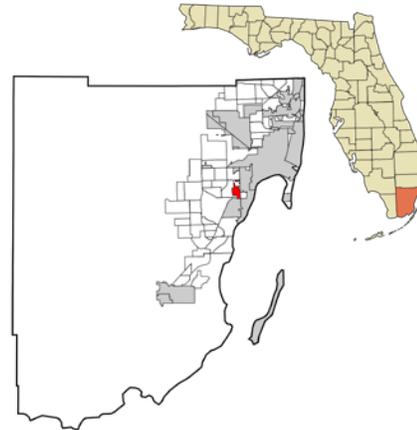
Legislative Changes

On June 2, 2011, changes to The Community Planning Act by the State Legislature and Governor, known as HB 7202, removed several of the provisions previously required by Chapter 163, F.S. The City of South Miami will be working with its neighboring jurisdictions, the Regional Planning Council and the State to address these changes, and to ensure the uninterrupted provision of high-quality, proactive services and programs that 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.



CITY OVERVIEW

Quick Facts	
Population:	11,657
Pop. Change:	8.53%
State:	Florida
Metro Area:	Miami-Fort Lauderdale- Miami Beach Metro Area
County:	Miami-Dade County
City:	South Miami



Category	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

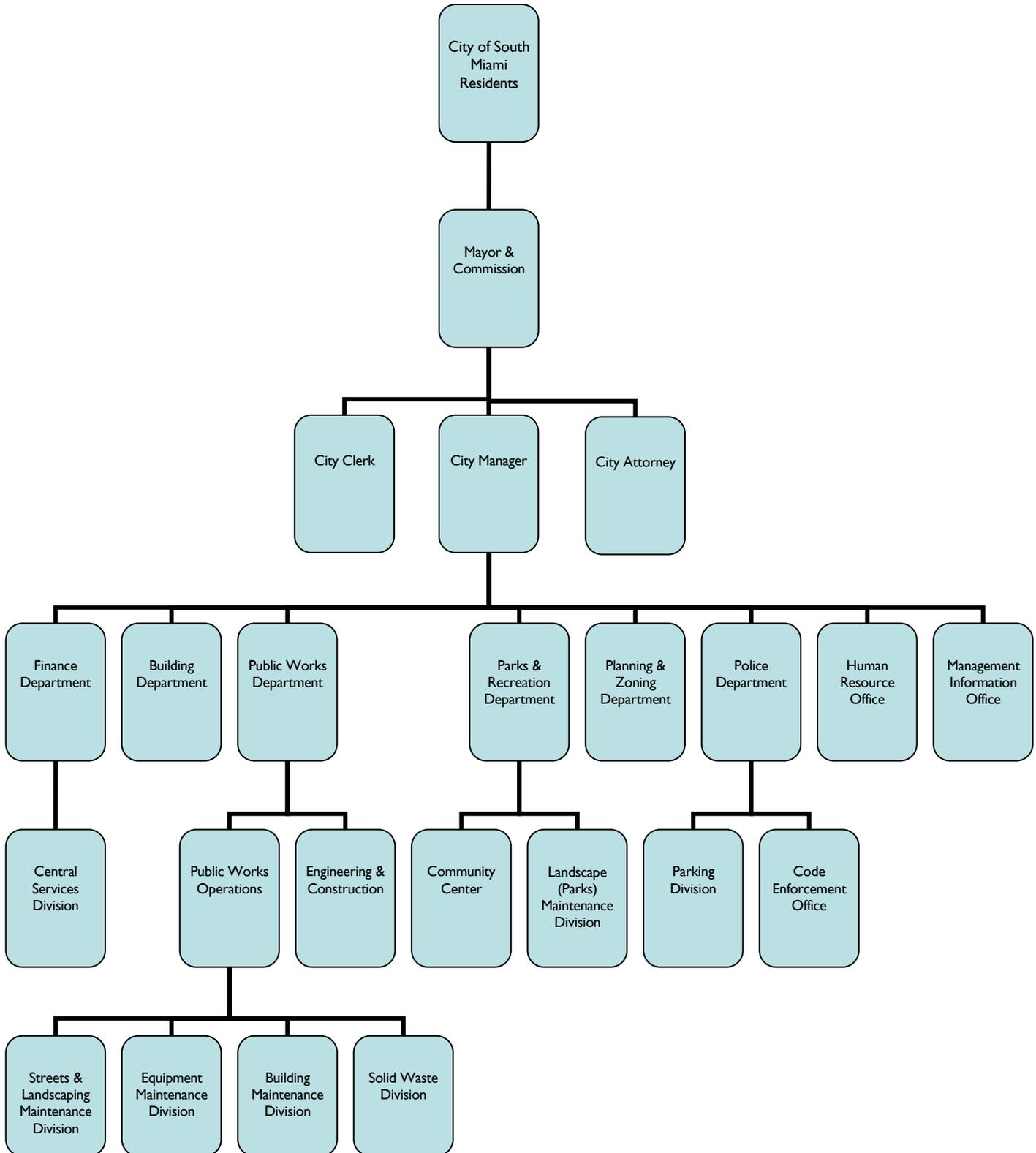
Category	Number	% in Total Housing Units	% Change 2000-2010
Total housing units	5,174	100	16.09
Total: Occupied housing units	4,699	90.82	9.25
Owner-occupied housing units	2,573	49.73	-3.74
Renter-occupied housing units	2,126	41.09	30.59
Population in occupied housing units: Owner-occupied housing units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





BUDGET SCHEDULE

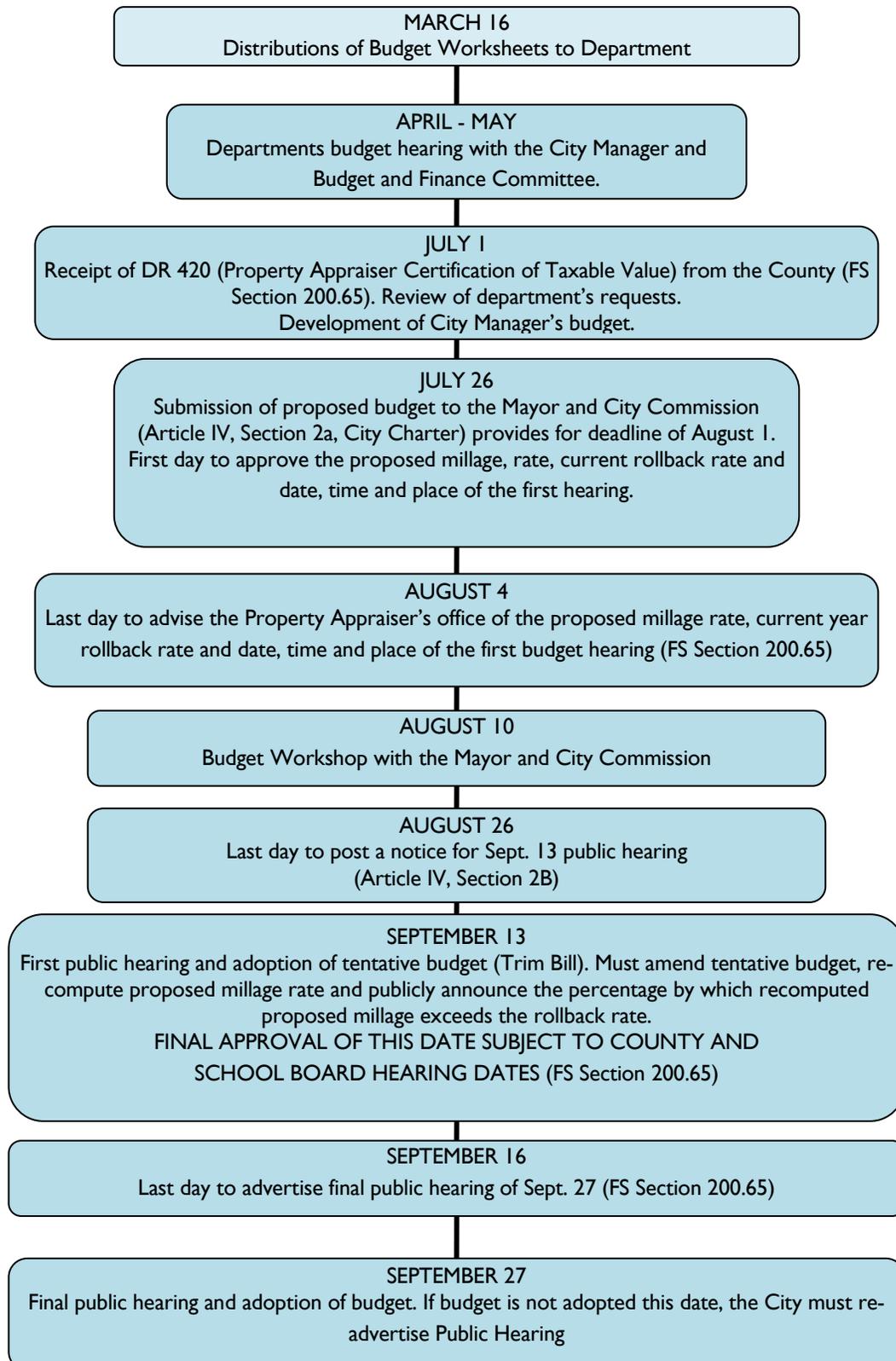
The Office of the City Manager and the Finance Department are responsible for the development of the annual budget. As the schedule below details, the budget process begins in April with the distribution of budget request forms to all departments. All departments are responsible for compiling budget 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 August for use on the Notice of Proposed Taxes to be mailed to all property owners by August 29, 2011 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 2011 BUDGET SCHEDULE





CAPITAL IMPROVEMENT PROGRAM 5-YEAR PLAN

In an effort to comply with Florida Statute 163.3177 Required and optional elements of comprehensive plan; studies and surveys - 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

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 12	FY 13	FY 14	FY 15	FY 16
TRAFFIC CALMING						
Pinecrest Villas - Design & Construction	PTP	\$190,000	\$150,000			
Mango Terrace - Design & Construction	PTP	\$125,000				
SW 64 th Street Corridor Improvements	SMCRA	\$10,000				
	CDBG	\$199,000				
Cocoplum Terrace - Finalize Traffic Calming	PTP	\$50,000				
Manor Lane - Study, Design & Construction	PTP	\$50,000				
Sunset Drive Median - Downtown	SMCRA	\$150,000				
Sunset Drive Roadway Improvement (In front of City Hall)	UF		\$350,000			
DRAINAGE IMPROVEMENTS						
SW 66 th Street Improvements – Phase II	SMCRA	\$95,000				
	CDBG	\$395,000				
Citywide Drainage Improvements Phase 6	SWDTF	\$96,250				
	LOGT	\$110,000				
	PTP	\$193,750				
City Hall Sewer Connection	GOB	\$60,000				
Stormwater Master Plan - Update	SWDTF	\$85,000				
Progress Lane Drainage, Resurfacing and Stripping Project	CRA		\$210,000			
FLEET REPLACEMENT						
PW Fleet Repl. - Trash Crane, Truck, Pick-Up	GF	\$394,566				
PW Fleet Repl. - Trash Crane, Truck, Aerial Lift	GF		\$267,000			
PW Fleet Repl. - Garbage Truck, 2 Pick Up, Dump	GF			\$272,000		
PW Fleet Repl. - Dump, Trash Crane, Pick Up	GF				\$287,000	
PD Fleet Repl. - 8 Vehicles	GF	\$216,000	\$161,390	\$161,390	\$161,390	\$161,390
Ford F250 4 x 4 Pickup Truck Parks	GF	\$21,413				
GREEN FLEET						
Code Enforcement Vehicles	GF		\$60,931			
ROAD INFRASTRUCTURE						
Sidewalk Master Plan - Repair of Sidewalks	PTP	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Sunset Drive Improvements - (65 - 67) & (67-69)	UF		\$100,000			
	PTP		\$220,000			
	SWDTF		\$100,000	\$100,000	\$100,000	



CAPITAL IMPROVEMENT PROGRAM (CONT) 5-YEAR PLAN

PROJECT DESCRIPTION	SOURCE	FY 12	FY 13	FY 14	FY 15	FY 16
Street Resurfacing Program - Phase II Citywide	LOGT	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000
	GF	91,397				
PARKS						
South Miami Park Infrastructure Improvements	FRDAP			\$200,000	\$200,000	
Murray Park Community Pool	CDBG	\$1,334,911				
	SMCRA	\$100,000				
	SNP	\$220,000				
Marshall Williamson Park Improvements	FRDAP		\$50,000			
Fuchs Park Improvement	FRDAP		\$50,000			
CITY FACILITIES						
City Hall - ADA Compliance	ADA	\$15,000				
City Hall - Hardening of City Hall	UF		\$300,000	\$200,000		\$100,000
City Hall - Pump System Upgrade for Fish Pond	GF	\$4,000				
City Hall - Renovation of Central Services	UF		\$80,000			
City Hall - Storage Facilities for Critical Equip.	UF				\$400,000	
Replacement of field lights at Murray Park	GF	\$8,000				
Replacement of carpet on the 2 nd floor Comm. Center	GF	\$27,900				
Replacement of rubber matting for the fitness area.	GF	\$14,306				
MISCELLANEOUS						
CRA Street Lighting Project	CDBG	\$170,000				
	SMCRA	\$65,000				
Citywide Landscaping Program	T&S F	\$5,000	\$10,000	\$10,000	\$10,000	\$10,000
Neighborhood Greenways & Bicycle Plan*	UF	TBD	TBD	TBD	TBD	TBD
Graco Line Driver	GF	\$5,000				
Citywide Lighting Program for add. FPL lights	FPL	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
Bus Shelters	PTP	\$49,000	\$49,000			
12 Pay and Display Parking Centers	GF	\$144,000				
Paperless - Conversions and Infrastructure	GF	\$51,544				
TOTAL CAPITAL IMPROVEMENT BY YEAR		\$4,876,037	\$2,288,321	\$1,073,390	\$1,288,390	\$401,390

* The Green Task Force is in the development stages of a Greenway & Bicycle Plan. Until such time that the plan is completed and approved by the commission, a cost estimate cannot be determined.



CAPITAL IMPROVEMENT PROGRAM (CONT) 5-YEAR PLAN

CAPITAL IMPROVEMENT PROGRAM FUND SUMMARY

CODE	SOURCE OF FUNDS	FY 12	FY 13	FY 14	FY 15	FY 16
GF	City's General Fund	\$978,126	\$489,321	\$433,390	\$448,390	\$161,390
LOGT	Local Option Gas Tax	\$185,000	\$75,000	\$75,000	\$75,000	\$75,000
PTP	People Transportation Project	\$707,750	\$469,000	\$50,000	\$50,000	\$50,000
SMCRA	South Miami CRA	\$420,000	\$210,000	\$0	\$0	\$0
SNP	Safe Neighborhood Park	\$220,000	\$0	\$0	\$0	\$0
SWDTF	Stormwater Drain Trust Fund	\$181,250	\$100,000	\$100,000	\$100,000	\$0
CDGB	Comm. Development Block Grant	\$2,098,911	\$0	\$0	\$0	\$0
UF	Unfunded	\$0	\$2,282,000	\$1,652,000	\$400,000	\$100,000
GOB	MDC General Obligation Bond	\$60,000	\$0	\$0	\$0	\$0
FRDAP	FL Rec. Develop. Assistance Progr.	\$0	\$100,000	\$200,000	\$200,000	\$0
ADA	American Disability Act	\$15,000	\$0	\$0	\$0	\$0
FPL	Florida Power & Light	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
T&S F	Trees & Shrubs Fund	\$5,000	\$10,000	\$10,000	\$10,000	\$10,000
TOTAL BY YEAR		\$4,876,037	\$2,288,321	\$1,073,390	\$1,288,390	\$401,390



CAPITAL IMPROVEMENT PROGRAM DESCRIPTIONS

Fiscal Year 2011/2012 – 2015/2016

TRAFFIC CALMING

Design and Construction of Pinecrest Villas Traffic Calming

This initiative is a commitment to traffic calming in the Pinecrest Villas neighborhood. A traffic study was conducted, workshops were held with residents arriving at a final plan. The City is in constant communication with Miami-Dade County Public Works to finalize the design and permitting aspects of the project. Construction is anticipated to begin in FY 2011-2012.

The speed tables along SW 76th and 78th Street were extracted from Phase I to expedite and address neighborhood concerns in that area. As such, \$25,000 was taken out from Phase I budget. The remaining budget has been allocated for FY 2011-2012 for an amount of \$190,000 to complete the remaining portions in Phase I. The construction for Phase II has been scheduled for FY 2012-2013 in the amount of \$150,000.

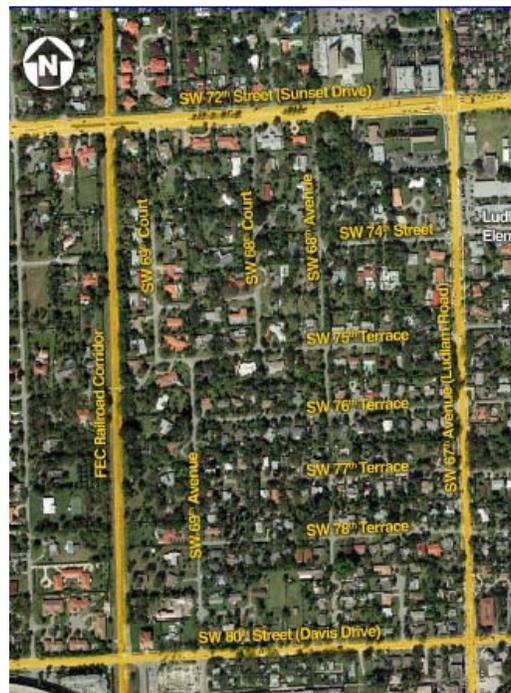




Design and Construction of Mango Terrace Calming

This initiative is a commitment to traffic calming in the Mango Terrace neighborhood. A traffic study has been conducted and several recommendations were provided. Partial Implementation has begun with the installation of 25 MPH signs. City is proceeding with the remaining traffic calming devices previously approved by the Miami-Dade County Public Works Department.

An information meeting was conducted for the residents. Survey ballots were also distributed and an updated tally of responses indicates that the City does not have the required 2/3 resident concurrence to proceed with the traffic calming devices that were approved by the Miami-Dade County Public Works Department. Should the residents not provide the 2/3 concurrence, the project fails, and if the residents desire a different array of traffic calming devices, the process will commence from the beginning. This potentially delays the construction of any traffic calming devices until FY 2013.



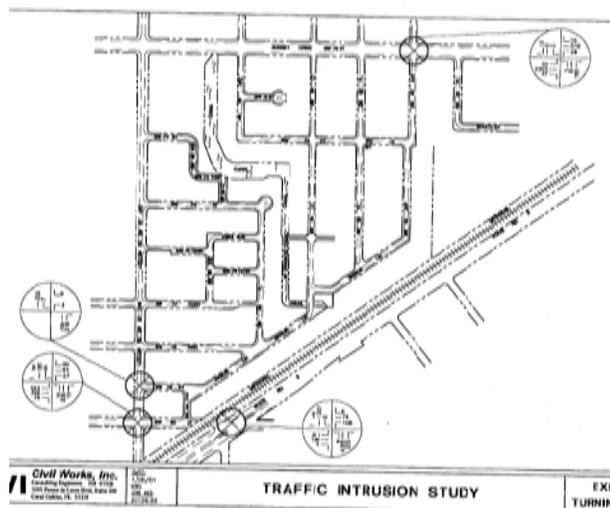
Finalize Traffic Calming Cocoplum Terrace

Pursuant to the County's work on SW 62nd Avenue road improvement project, portions of SW 68th and SW 69th Streets were resurfaced and striping for on-street parking were completed. The City intends to complete the addition of on-street parking and as a revenue generating source; parking meters are to be installed in the marked parking areas. The County has informed the City's Public Works Department that the tree planting activities are scheduled to begin in the second half of August or the first half of September of 2011.



Design and Construction of Manor Lane Traffic Calming

In an effort to supplement the traffic calming features already installed, 5 speed tables are being proposed along SW 63rd Avenue and Manor Lane, between Sunset Drive and SW 69th Avenue. Miami-Dade County Public Works Department provided preliminary findings in relation to the study and determined that additional traffic data including traffic volume and velocity be collected to assess the need for the speed tables. The City's Public Works Department is planning on seeking services with our design consultants. The estimated cost for the additional design, permitting and construction services is approximately \$50,000.



Sunset Drive Median – Downtown/ Pedestrian Friendly and Traffic Calming

As a continuing phase to improve the landscape of Downtown, median islands will be constructed to provide traffic calming, pedestrian friendly, and landscaping. The design, permitting and construction of this project is scheduled to begin in the FY 2011-2012. The scope of work for this project include and is not limited to the installation of curb extensions, milling and resurfacing, drainage improvements, tree planting and sodding, brick pavers, curb and gutters, sidewalk repair and striping.

Sunset Drive Roadway Improvement (In front of City Hall)

In an effort to make the road safer for all traffic, the City is proposing to modify the existing roadway condition immediately abutting City Hall on Sunset Drive and installing “Sharrows” to accommodate bicycle travel. Sharrows are bicycle symbols carefully placed to guide bicyclists to the best place to ride on the road, avoid car doors and remind drivers to share the road with cyclists. Unlike bicycle lanes, Sharrows do not designate a particular part of the street for the exclusive use of bicyclists. They are simply a marking to guide bicyclists to the best place to ride and help motorists expect to see and share the lane with bicyclists.



DRAINAGE IMPROVEMENTS

SW 66th Street Improvements – Phase II

Located in the CRA District, the project is CDBG Funded. Project limits extends from SW 59th Place to SW 61st Court along SW 66th Street. The scope of work for this project include and is not limited to the installation of curb extensions, milling and resurfacing, drainage improvements, tree planting and sodding, brick pavers, curb and gutters, sidewalk, striping and street lighting. A vendor will be selected and construction has been tentatively scheduled to begin at the end of the FY 2010-2011.



Citywide Drainage Improvements Phase VI

Engineering and construction of improvements to infrastructure for the following streets: SW 59th Avenue from SW 74th Street to 80th Street (Phase I) and SW 74th Terrace from SW 58th Avenue to SW 59th Avenue (Phase II). The objective is to transform roads into walkable and aesthetically pleasing neighborhood streets. Other drainage activities shall include residential areas and downtown areas to determine the level of drainage improvements required to ensure public safety. Budgeted costs include design, permitting and construction activities associated with the projects. Phase I shall begin in FY 2011-2012 with an estimated amount of \$300,000. Phase II shall commence in FY 2012-2013 with an estimated budget of \$200,000.





City Hall Sewer Connection

An active septic tank was discovered behind City Hall under an existing concrete slab to a sewer system. Florida Department of Environmental Protection (FDEP) requires septic tanks to be properly abandoned and the feeding sewer line to be connected to an existing sewer system within a specific time as regulated by DERM. \$28,000 has been budgeted for the design and permitting activities to upgrade the building's remaining sewer system.

Stormwater Master Plan

A Storm Water Master Plan accommodates new requirements from environmental regulators as well as new technology in assessing and monitoring the city's systems. This comprehensive plan will help to prioritize and schedule retrofits and upgrades to the city's utility system for the next 30 to 50 years, allowing the City to better characterize critical areas and thereby minimizing flooding from storm events. This plan is also a requirement for the Community Rating System (CRS) and must be maintained for residents to receive discounts on their flood insurance premium rates.

Progress Lane Drainage, Resurfacing and Stripping Project

The purpose of this project is to address flooding concerns as well as providing roadway improvements. Such improvements shall include drainage upgrades, milling and resurfacing, striping, maintenance of traffic, and landscaping.



FLEET REPLACEMENT

Replacement of Public Works Vehicles

The program consists of the replacement of older public works vehicles and heavy equipment with more fuel efficient vehicles. Replacement of older vehicles may result in higher efficiency and reduced cost of operation and maintenance. Older vehicles will be decommissioned and placed for public auction:

- PW Fleet Replacement - Trash Crane, Truck, Pick-Up 2012
- PW Fleet Replacement - Trash Crane, Truck, Aerial Lift 2013
- PW Fleet Replacement - Garbage Truck, 2 Pick Up, Dump 2014
- PW Fleet Replacement - Dump, Trash Crane, Pick Up 2015

Replacement of Police Vehicles

The program consists of replacement of older Police Vehicles. Replacement of older vehicles may result in higher efficiency and reduce cost of operation and maintenance. Older vehicles will be decommissioned and placed for public auction. Lease/purchase of vehicles is funded by the City's General Fund. Proposed to replace eight vehicles in FY 2012, then 5 vehicles a year for subsequent years.



GREEN FLEET

Code Enforcement Office

The City is looking to improve energy consumption and implement green initiatives. The City will be recommending the purchase of two hybrid vehicles in FY 12. The Code Enforcement Office will be the division to use the two new hybrid vehicles.



ROAD INFRASTRUCTURE

Sidewalk Master Plan

Provide much needed sidewalks for connectivity to main corridors, schools, parks, community centers and neighborhood shopping centers. Implementation of this plan is ongoing.

Sunset Drive Improvements (65 – 67 Avenues) & (67 – 69 Avenues)

This project includes traffic calming between US 1 and SW 69th Avenue, on Sunset Drive to include: wider sidewalk, landscape median, drainage system upgrades, street furniture, (benches and trash receptacles), street light improvements, irrigation for the entire project limits and landscaping. Phases I to III is completed and Phase IV is anticipated to be completed by the end of FY 2010-2011.

Street Resurfacing Program – Phase II

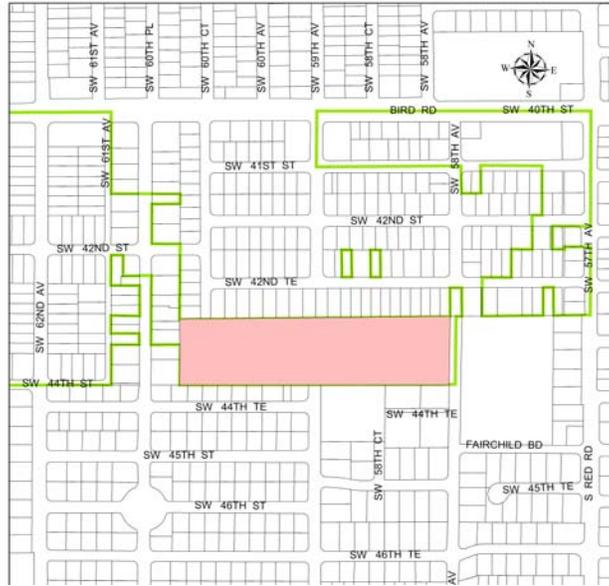
The purpose of this program is to attain and maintain all City-owned paved streets at a serviceability level. The program will include resurfacing, restore and rehabilitate existing street on an as-needed basis, extending the life of the existing pavements.



PARKS

South Miami Park

The City is evaluating the Master Plan to develop an action plan for future improvements.



Murray Park Community Pool

This project is part of the City's long-term quality of life improvement program to provide a facility enhancing recreational area for neighborhood youth to learn to swim.

Marshall Williamson Park Improvement (6125 SW 68 Street)

Demolition of 3 playgrounds. Replace with 2 playgrounds and 1 half-court basketball court and the installation of drinking water fountain. The park is very active, heavily used by the community and it needs upgrade. Warranty on playgrounds expired in 2009 and structure is not stable. There is a need to increase recreational activity in the community. No portable drinking water exists in the park.

- Demolition of 3 playground facilities
- Installation of 2 playground facilities
- Installation of 1 half court basketball court
- Installation of water fountain



Fuchs Park Improvement

Removal and replacement of picnic facilities (tables, benches, and grills). Restoration of coral structured pavilion. Preservation of landscape surrounding lake and aquatic clean-up. Parking lot upgrade by resealing and repainting. In an effort to make needed improvements to a heavily used Community park. Picnic amenities are aged and require replacement. Parking lot is old and needs to be upgraded. Coral structured pavilion is aged and has rotted wood due to weather and terminates. Landscape surrounding lake has multiple invasive species that need to be removed. Various trees have reached a height cannot be handle by the City.

Aquatic clean-out	\$19,000
Remove and replace picnic facilities	\$13,500
Restoration of coral structure pavilion	\$8,000
Restoration of parking lot	\$7,500

Neighborhood Greenways & Bicycle Plan

Residential streets with low volumes of auto traffic and low speeds where bicycle and pedestrians are given priority. Speed bumps and traffic diverters, such as trees, reduce auto speed and provide a safer environment for pedestrians, cyclists and children at play. Pavement markings and signage alert drivers to expect people bicycling, as well as guide bicyclists to preferred routes and nearby destinations. Improved crossings at main streets and curb ramps make pedestrian and cyclist mobility easier and safer.



MISCELLANEOUS

CRA Street Lighting Project

The City was awarded funding in the amount of \$120,000 and \$50,000 for two (2) priority areas; SW 66th Street from SW 61st Court to SW 58th Avenue and SW 68th Street from SW 59th Place to SW 58th Place & SW 61st Drive/Court from SW 59th Place to SW 66th Street). The proposed street lights project is aimed to illuminate troubles and public safety areas. Florida Power and Light (FPL) is the sole source agency providing engineering design plans and installation of street lighting. Therefore, the Public Works will consult with FPL for energy efficiency as part of the installation, lease and maintenance agreement. The South Miami Community Redevelopment Agency will make a funding contribution to the City's initiated street lighting improvements.

Citywide Landscape Program

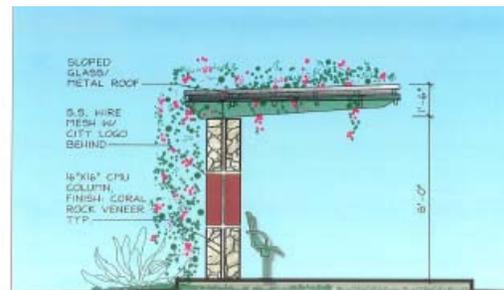
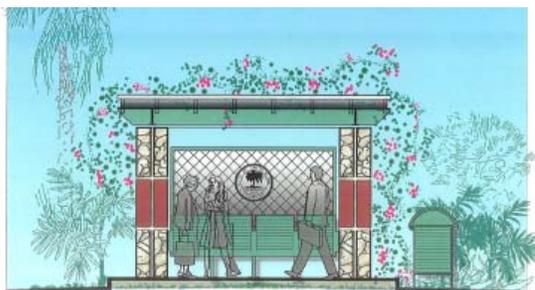
This project consists of the installation of additional landscaping at various locations throughout the City.

Citywide Lighting Program

This project consists of the installation of additional street lights at various locations of the city to ensure security and prevent crime. The street lights will be installed by FPL under the existing agreement with the City.

Bus Shelter

Installation of new bus shelters in the selected existing bus stops along Sunset Drive at SW 59th Place and SW 66th Avenue. Design work is complete, and construction has begun on 2 shelters. . A third location has been proposed for installation. The City is waiting for a response from Miami Dade County on approval for the funding and construction of the third shelter. Two additional locations are under consideration for construction: The Post Office located at SW 59th Place and SW 70th Street, the other in front of the CVS Pharmacy located on Sunset Drive by SW 58th Avenue. The construction for these additional bus shelters will be funded by People Transportation Program funds.





12 Pay and Display Parking Center

The Police Department is requesting an estimated 12 new multi-space meters for the South Miami Downtown area. The multi-space meters are estimated to increase parking revenues within the Downtown, South Miami Hospital, and Shop of Bird Road Area by a conservative 25%.



Paperless System Conversion and Infrastructure

The City is looking to “go paperless” by purchasing and implementing a central universe repository system. The new system will serve as the universal repository, granting users across the enterprise instant access to the information they need to complete their jobs quickly and efficiently. In addition, it reduces the resource utilization inherent with paper-based processes. The purpose of this new system is to gain a single point of control over all information assets throughout their life cycles, quick and easily access, remove the need for time-consuming manual filing by automatically indexing and filing incoming paperwork, and protect confidential files with granular, role-based security. As the demand for government transparency grows, the City needs an efficient, cost-effective solution for making information available to citizens. The system offers an easy-to-navigate web portal that makes documents available to the public—while still keeping the core repository secure.



Projects under Construction or Completed

Traffic Calming – SW 64th Street Corridor Improvements

Under Construction - Traffic Calming for SW 64th Street (Hardee Drive) between SW 57th Avenue and SW 62nd Avenue that includes the following: Textured pavement, pavement realignment, traffic control signage, pavement striping and sidewalk repair. Repair work for the sidewalk repairs shall begin in FY 2011-2012.

SW 64th Court Drainage Improvements

Under Construction - SW 64th Court south of Sunset Drive experiences heavy flooding after a severe storm event. Design work is completed and a vendor has been selected. Phase I construction has been tentatively scheduled to begin at the end of the FY 2010-2011. Phase II is under evaluation.

Street Resurfacing Program – Phase I

The purpose of this program is to attain all City-owned paved streets at a serviceability level. The project is to provide infrastructure improvements and resurfacing along SW 74th Street between SW 59th Avenue to 61st Avenue. Resurfacing plans are being processed and construction work is anticipated to begin by the end of FY 2010-2011.



GENERAL FUND BUDGET



GENERAL FUND REVENUE PROJECTIONS

REVENUES FY 2012

ACCOUNT CLASSIFICATION			ACTUAL FY 2009	ACTUAL FY 2010	BUDGET FY 2011	ESTIMATE FY 2011	APPROVED FY 2012
TAXES							
311	1000	AD VALOREM TAXES	7,431,176	6,258,850	6,061,048	5,966,048	6,267,110
311	2000	AD VALOREM DELINQUENT	86,227	227,950	45,000	30,000	30,000
311	2100	PENALTIES & INTEREST	17,340	120	0	0	0
314	1000	UTILITY TAX-ELECTRIC	1,034,327	1,111,694	955,000	1,040,000	1,043,428
314	2000	UTILITY TAX-TELECOM	75	0	0	0	0
314	3000	UTILITY TAX-WATER	143,971	155,794	135,000	150,000	145,000
314	4000	UTILITY TAX - GAS	32,355	49,520	32,000	30,000	30,000
315	0000	UNIFIED COMM. SERVICES TAX	880,946	751,849	729,960	729,960	650,929
316	1000	LOCAL BUSINESS TAX-RENEWALS	470,043	536,855	500,000	505,000	500,000
316	2000	LOCAL BUSINESS TAX NEW	102,615	84,457	120,000	110,000	120,000
316	3000	LOBBYIST REGISTRATION FEE	7,925	8,650	3,500	12,575	7,000
TOTAL TAXES			10,207,000	9,185,739	8,581,508	8,573,583	8,793,467
FRANCHISE FEES							
322	1000	BUILDING PERMITS	458,009	441,230	433,881	878,736	520,000
323	1000	ELECTRICITY	1,156,910	1,069,053	1,000,000	1,000,000	938,970
323	4000	GAS	40,261	31,940	30,000	30,000	30,000
329	1000	PENALTIES LOCAL BUSINESS TAX	37,118	28,771	25,000	45,000	45,000
329	3000	GARAGE SALES	1,640	1,580	1,300	1,500	1,500
TOTAL FRANCHISE FEES			1,693,938	1,572,574	1,490,181	1,955,236	1,535,470
INTERGOVERNMENTAL REVENUE							
330	1000	INTERGOVERNMENTAL REVENUE	65,000	18,603	0	0	0
335	1012	STATE REVENUE SHARING	348,171	348,789	336,046	336,046	339,780
335	1015	ALCOHOLIC BEVERAGE LICENS	17,274	14,878	13,000	13,000	13,000
335	1018	LOCAL GOVT 1/2 C SALES TX	654,800	613,317	642,011	642,011	696,996
335	4920	LOCAL OPTION FUEL TAX	163,593	163,353	167,598	175,000	169,684
337	7000	CULTURE/RECREATION-MLK	1,569	0	0	0	0
338	2000	COUNTY LOCAL BUSINESS TAX	15,879	13,692	7,500	8,000	8,000
TOTAL INTERGOVERNMENTAL REVENUE			1,266,286	1,172,632	1,166,155	1,174,057	1,227,460



ACCOUNT CLASSIFICATION			ACTUAL FY 2009	ACTUAL FY 2010	BUDGET FY 2011	ESTIMATE FY 2011	APPROVED FY 2012
CHARGES FOR SERVICES							
341	2000	ZONING HEARING FEES	8,500	6,000	4,500	40,000	5,000
341	3000	ENVIRON REVW & PRESVT BRD	52,489	38,993	40,000	40,000	40,000
341	4000	MICROFILM SALES	3,902	5,937	3,300	3,000	3,000
341	9010	BLDG & ZONE REINSPECT FEES	3,500	3,194	3,000	800	2,000
341	9020	QUAL. FEES - ELECTIONS	0	1,800	0	0	1,800
341	9030	CERT OF USE/OCCUPANCY	33,100	28,925	30,000	24,600	20,000
341	9040	CODE ENFORCEMENT FINES	58,016	69,253	60,000	125,000	100,000
341	9051	FINGERPRINT & PASSPRT PROCESS	45,570	49,069	45,000	48,000	20,000
342	1010	POLICE SERVICES	52,580	26,146	62,000	24,000	24,000
342	1021	TOWING ADMIN FEE	4,360	0	5,000	7,500	5,000
342	1025	SCHL CRSNG GRDS- CITY REIM	24,667	35,246	20,000	26,000	25,000
343	4100	SOLID WASTE CHARGES	22,568	9,463	6,000	19,000	15,000
343	4150	CNTY SOLID WASTE SURCHARGE	1,680	90	0	200	0
343	4200	PRIVATE HAULERS PERMIT FEE	441,887	398,944	400,000	575,000	500,000
343	5100	PARKING PERMITS	52,333	48,645	50,000	36,000	36,000
343	5200	PARKING METERS FRANCHISE	1,135,570	1,193,817	1,915,200	1,915,200	2,280,000
343	5210	VALET PARKING	67,468	30,905	50,000	80,000	80,000
343	5300	PARKING VIOLATIONS	841,536	959,884	800,000	800,000	800,000
343	5400	PARKING METER CASH KEY	29,157	26,730	15,000	8,000	7,000
347	2601	TENNIS MEMBERSHIP RESIDENT	0	201	0	0	0
347	2620	TENNIS COURT FEES	22,200	22,200	22,000	22,000	22,000
347	2630	RECREATION FEES	105,381	162,686	135,000	100,000	100,000
347	2631	MULTIPURPOSE CNTR-RENTAL	29,777	29,076	30,000	34,000	34,000
347	2632	MULTIPURPOSE CNTR-MEMBERSHIP	23,892	24,866	24,000	18,000	18,000
347	2650	S MIAMI PARK - RENTAL	3,660	2,890	2,000	2,000	200
347	2660	CONCESSION STANDS	-714	0	5,000	6,000	6,000
TOTAL CHARGES FOR SERVICES			3,063,079	3,174,958	3,727,000	3,954,300	4,144,000
FINES AND FORFEITS							
351	1200	METRO COURT FINES	114,233	156,768	715,560	101,000	101,000
351	1300	L.E.T.T.F.	5,201	100	0	0	0
354	1000	BURGLAR ALARM FINES	47,350	28,188	40,000	30,000	30,000
354	1050	ALARM REGISTRATION CHG	39,853	32,543	28,000	20,000	20,000
TOTAL FINES AND FORFEITS			206,637	217,598	783,560	151,000	151,000



ACCOUNT CLASSIFICATION			ACTUAL FY 2009	ACTUAL FY 2010	BUDGET FY 2011	ESTIMATE FY 2011	APPROVED FY 2012
MISCELLANEOUS REVENUES							
361	2000	INTEREST INCOME	191,463	192,393	175,000	125,000	125,000
361	4000	DIVIDENDS INCOME	1,685	1,472	0	0	0
362	1100	PARKING GARAGE RENT	75,996	75,997	75,996	75,996	75,996
362	2000	DANTE FASCELL PARK	17,036	16,000	13,000	20,000	18,000
362	3000	BUS BENCH ADS	11,492	8,255	0	8,000	8,000
362	5000	RENT C.A.A.	22,000	27,000	27,000	27,000	27,000
362	7500	SOUTH MIAMI MIDDLE SCHOOL	19,466	19,135	20,000	20,000	20,000
362	9000	PALMER PARK RENTALS	42,052	32,792	30,000	30,000	30,000
366	9000	HOSPITAL LANDSCAPE REVENUE	150,000	150,000	4,532	4,532	7,082
366	9300	RICHMAN PROPERTIES LN PMT	681,776	757,616	0	0	0
366	9500	AFTER SCHOOL HOUSE	3,812	3,183	0	0	0
369	3000	REFUND PRIOR YR EXP.	2,497	2,978	0	0	0
369	5000	REIMB WORKERS COMP.	50,918	7,849	0	0	0
369	5200	REIMBURSEMENT-POLICE LABOR	8,295	10,394	0	0	0
369	9201	MISC. OTHERS	20,866	37,632	65,000	140,000	40,000
369	9225	SUNSET DR MTCE-FDOT REIMB	2,694	898	0	0	0
369	9501	SECTION 185 STATE CONTRIB.	0	157,735	0	158,000	158,000
TOTAL MISCELLANEOUS REVENUES			1,302,048	1,501,329	410,528	608,528	509,078
TOTAL GENERAL FUND			17,738,988	16,824,830	16,158,932	16,416,704	16,360,475
OTHER SOURCES							
381	1000	CONTRIB. FROM OTHER FUNDS	197,481	0	402,623	402,623	141,253
381	1500	TRANSFER WATER/SEWER FUND	250,000	250,000	250,000	250,000	250,000
381	1700	TRANSFER FROM CRA	194,499	235,662	288,463	24,754	25,000
384	1000	DEBT PROCEEDS	0	0	794,070	794,070	0
389	9001	CAPITAL LEASE PROCEEDS	0	230,452	0	0	0
389	9003	LOAN PROCEEDS	538,493	0	0	0	0
TOTAL OTHER SOURCES			1,180,473	716,114	1,735,156	1,471,447	416,253



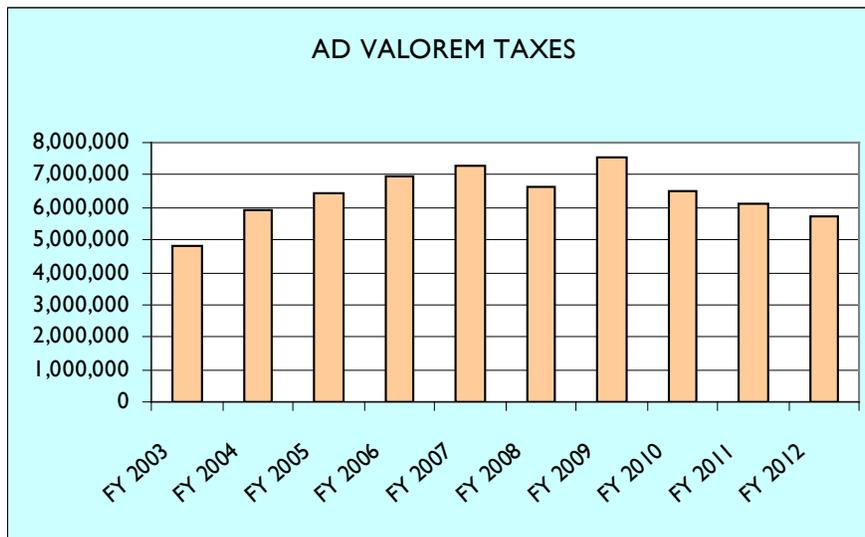
REVENUE PROJECTION RATIONALE

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 City's assessed value as reported by the Property Appraisal Department is 1,413,775,283. This amount is .62% or \$8,852,958 lower than last fiscal year. The City experienced a .62% reduction primarily due to the major reduction in new construction, \$29,936,932 or 82.72% and reduction in taxable value of personal property \$4,960,564 or 6.9%, due to the impact of the decline in the economic environment caused by the economic recession.

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.

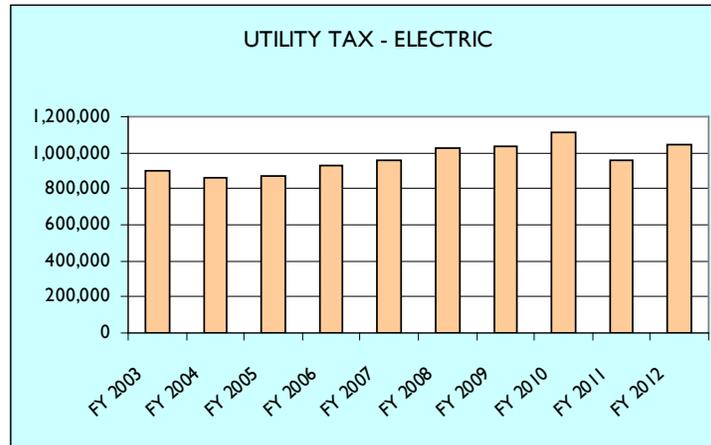
311.2100 Penalties & Interest - This revenue source is derived by the collection of penalties and interest on delinquent Ad Valorem Taxes. This account is being consolidated with Account 311.2000 Ad Valorem Taxes Delinquent.



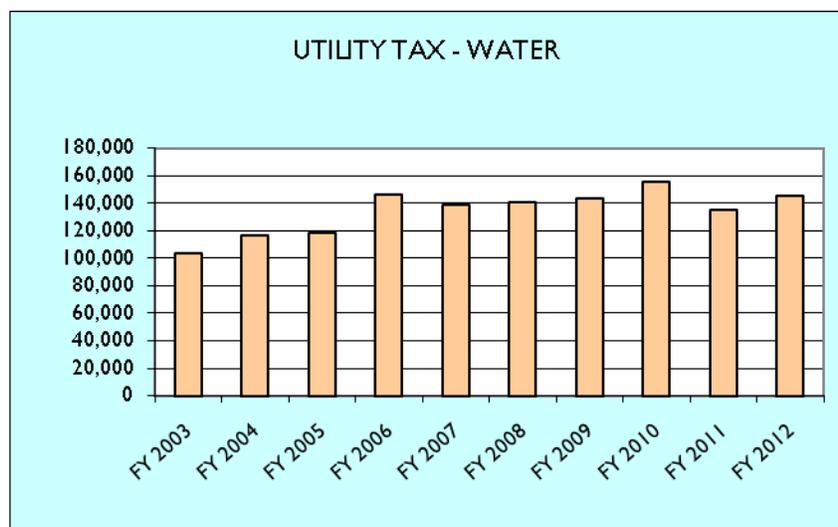


UTILITY TAXES

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 utility taxes in the amount of 10% on electricity. The City enacted an Ordinance, which mirrored the County's utility tax levies. The projection is based on historical actual collections for the past three years plus a growth rate of 2%.

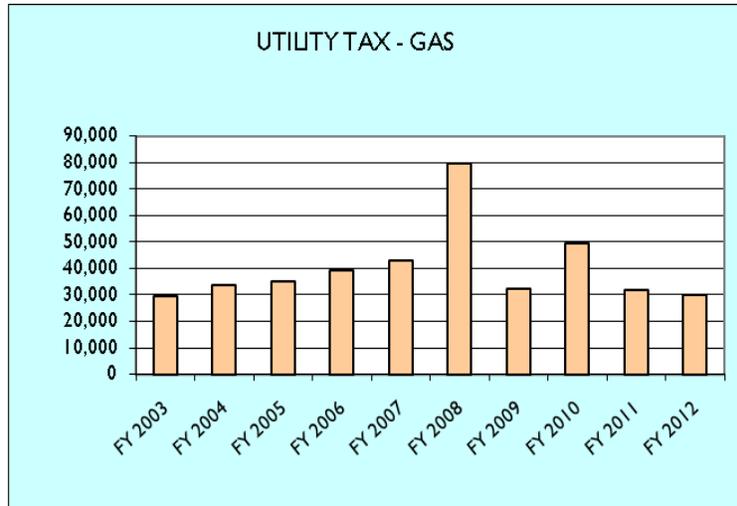


314.3000 Utility Tax-Water - Section 166.231(1) (A), Florida Statutes, authorizes a City to collect Public Service or Utility Taxes. The City previously established by Ordinance utility taxes in the amount of 10% on water. The projection is based on historical actual collections for the past three years plus a growth rate of 2.0%.



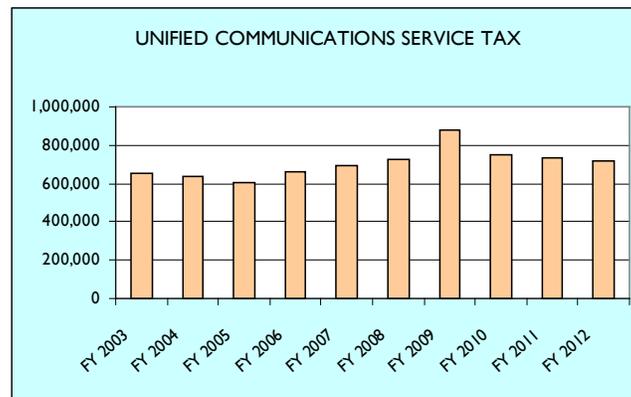


314.4000 Utility Tax-Gas - Section 166.231(1) (A), Florida Statutes, authorizes a City to collect Public Service or Utility Taxes. The projection is based on historical actual collections for the past three years plus a growth rate of 2.0%.



COMMUNICATION TAXES

315.0000 Communication Services Tax - Utility taxes and franchise fees on communication services, including telephone service and cable television. These taxes are collected and distributed by the State of Florida.





LICENSES AND PERMITS

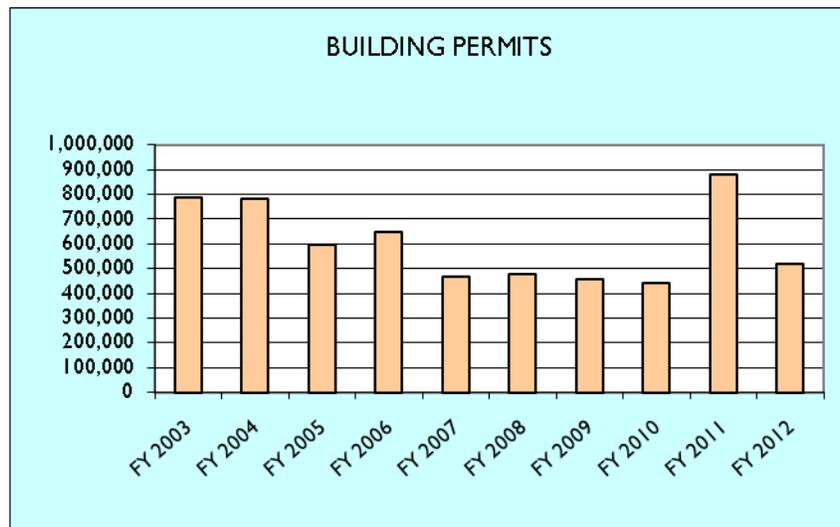
316.1000 Local Business Tax Receipts - Pursuant to Chapter 205, Florida Statutes, counties and municipalities are authorized to levy a local business tax, formerly called an occupational license tax, which was first authorized in Florida in 1869. As part of the levy, each local government establishes 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.

316.3000 Lobbyist Registration Fee - Revenues in this category are generated by the registration fees that must be paid by lobbyists. The current cost per registration fee is \$500.

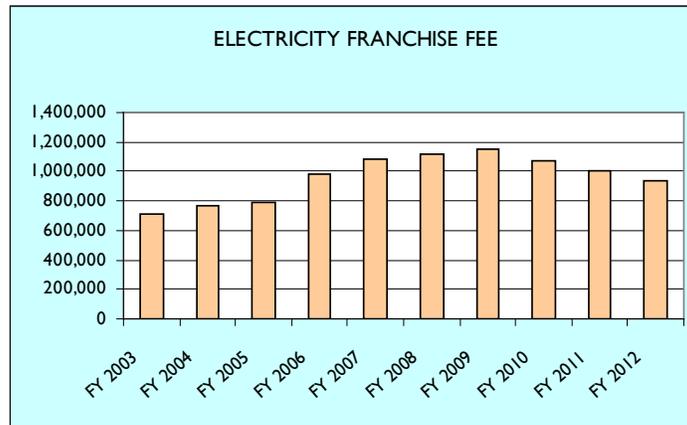
FRANCHISE FEES

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. The projection includes an anticipated increase compared with the budgeted 2010/11 levels.





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 an interlocal agreement with FPL. The amount projected is based on a decrease of 6% compared to the actual amount collected for 2010/11.



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.

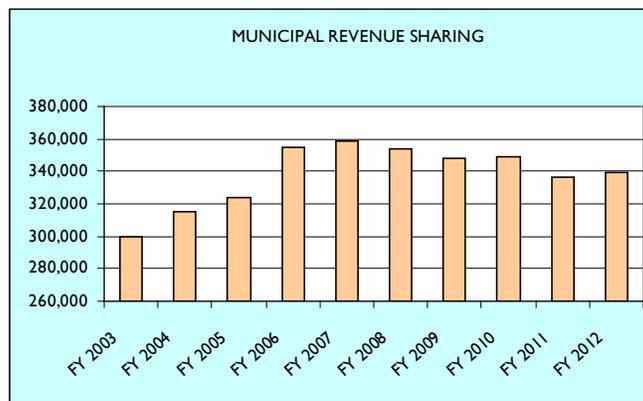
329.1000 Penalties on Local Business Tax Receipts - Revenues in this category are generated by the collection of late fees on Local Business Tax Receipts.

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.

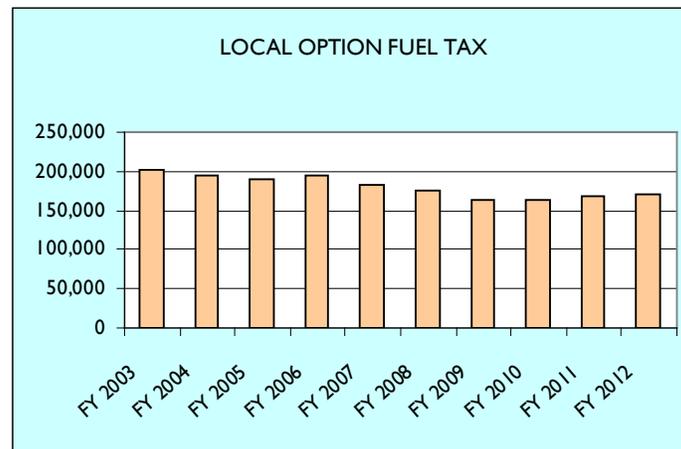


335.1015 Beverage License - Various alcoholic beverage license taxes are levied on manufacturers, distributors, vendors, and sales agents of alcoholic beverages in Florida. The tax is administered, collected, enforced, and distributed back to the local governments by the Division of Alcoholic Beverages 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.

335.4920 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.





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 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 I & II, Comprehensive Plan amendments, PUD/Minor changes, Waiver of Plat and Plat applications.

341.3000 Environmental Review & Preservation Board Fee - Revenue generated by Planning & Zoning Department's ERPB Hearing fees, banners over public streets, newsrack application fees, 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, permanent generator site plan inspections, appeal of ERPB decision, temporary storage units (POD) and pole banners.

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

341.9010 B & Z 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 Passport Processing - Processing fee charged to passport customers.

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 person or towing firm shall pay a fee and obtain a business tax receipt or licenses as required under City Code and, in addition, shall purchase a medallion from the Police Department at a cost of fifty (\$50.00) dollars per year per vehicle.



342.1025 School Crossing Guards-CTY – 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 provided by the County for Solid Waste charges.

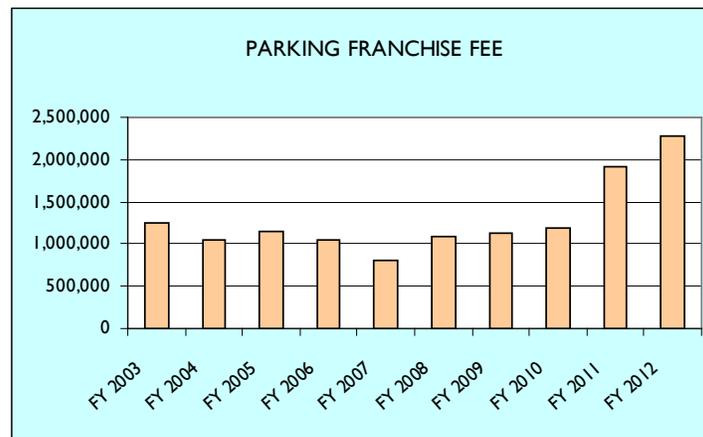
343.4150 County Solid Waste Surcharge - Revenues provided by the County for Solid Waste charges.

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. The increase in revenues is base on the installation of the original 38 and additional 12 multi-space parking meters, which are estimated to provide an additional \$364,800 in revenues.



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. The cost is \$25.00 per space per day.

344.5400 Parking Meter Cash Key – Within the City, individuals are able to purchase a parking key which allows them to park in a metered space, pay for time without using any coins. With the installation of the new Centralized Parking System, the city expects a reduction in the need for the Parking Meter Cash Keys.



RECREATION FEES

347.2620 Tennis Court Fees - Revenue generated by contract with MS Tennis Services Inc. for the rental of tennis courts at Dante Fascell Park

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

347.2660 Concession Sales - Vending machine revenue. Percentage of collection from vendors at concession stands.

FINES & FORFEITURES

351.1200 Metro Court Fines - The City receives a portion of the revenues resulting from traffic enforcement activities within its corporate limits. The projection is based on current actual revenues for the period.

354.1000 Burglar Alarm Fines - Revenues generated when the Police Dept. 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.

354.1050 Alarm Registration Fees - Revenues are generated by permits paid by residential (\$50 one-time) and business (\$100 annually) users for registering alarm systems.

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.

361.4000 Dividends Income – The City's Investment Policy states 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 is required to pay the City a monthly payment of \$6,333 and 12.5% of certain revenue sources which combined exceed \$150,000.



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

362.3000 Bus Bench Ads – The City has certain bus benches throughout the City, which allow for advertising. Revenues for the space are collected within this account.

362.5000 RENT- CAA - Revenue generated by an agreement with Miami-Dade County Community Action Agency during the FY year.

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.

CONTRIBUTIONS, REIMBURSEMENT & 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 be used to pay for the Multipurpose Center bond. This year \$7,082 is estimated to be the remainder 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.

366.9300 MRP Payments – As part of the Municipal Operation Agreement with MRP Properties, MRP is responsible to pay for their respective share of the cost involved in the construction of the City's Public Parking Garage. The City receives payments from MRP, as per the agreement, a period of days before the City is responsible for the payment of the bond debt. The payments related to this revenue account have been reallocated to the Debt Service Fund.

366.9400 City Hall Bricks - Revenue generated by the sale of bricks at City Hall. The cost of each brick is \$200.

369.9201 Miscellaneous Revenues - Any other revenues not otherwise classified.



OTHER FINANCING SOURCES

381.1000 Contribution from Other Funds –Below is a breakdown of the estimated transfer amount.

The Hometown District Improvement Fund will continue contribute to the City’s General Fund to help fund a portion of the City’s Debt for the new multi-space parking meters.

SPECIAL REVENUE FUND	AMOUNT
HOMETOWN DISTRICT IMPROVEMENT FUND	25,000
TOTAL TRANSFER TO GENERAL FUND	<u>25,000</u>

In addition, the Emergency Reserve Fund will be contributing to the General Fund the amount in excess of the required 10% as per Ordinance 23-08-1958 for a total of \$116,253

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 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 help cover the following costs:

CRA FUEL	758
CRA VEHICLE INSUR	500
POSTAGE	242
COPIER	1,668
POLICE VEHICLE FUEL	810
POLICE VEHICLE INSURE	800
CODE VEHICLE FUEL	405
CODE VEHICLE INSURE	482
PD CLOTHING ALLOWANCE	600
SMCRA CLERK EXPENSES	2,500
EAR STUDY (\$22,450 × 20%)	4,490
PLANNING DEPARTMENT	3,800
GIS	7,945
TOTAL EXPENSES	<u>25,000</u>

384.1000 – Debt Proceeds - This fund is used to capture loans/debt, which will be captured through the FY. In fiscal year 2012, the general fund expects to purchase all capital assets using existing general fund dollars and not incurring any additional debt.



DEPARTMENTAL EXPENSE RATIONAL

The departmental budgets break down expenses in different accounts, which are divided in three sections. Please find below the definitions for the three sections and the expense accounts for better understanding of the departmental budgets.

PERSONNEL SERVICES

Expense for salaries, wages, and related employee benefits provided for all persons employed by the reporting entity whether on full-time, part-time, temporary, or seasonal basis. Employee benefits include employer contributions to a retirement system, social security, insurance, sick leave, terminal pay, 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.

OPERATING EXPENDITURE/EXPENSES

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

CAPITAL OUTLAY

Outlays for the acquisition of or addition to fixed assets.

DEFINITIONS FOR EXPENSES

11 EXECUTIVE SALARIES

Salaries for elected officials.

12 REGULAR SALARIES & WAGES

Employees who are or will be members of a retirement system as a condition of employment. Includes all full-time and part-time employees who make up the regular work force.

13 OTHER SALARIES & WAGES

Employees who are not or will not be members of a retirement system as a condition of their employment. Includes all full-time and part-time employees who are not part of the regular work force.

14 OVERTIME

Payments in addition to regular salaries and wages for services performed in excess of the regular work hour requirement.

15 SPECIAL PAY

Incentive pay, hazard pay, and extra duty pay for law enforcement officers.

21 F.I.C.A TAXES

Social Security matching/Medicare matching.

22 RETIREMENT CONTRIBUTIONS

Amounts contributed to a retirement fund.

23 LIFE & 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 UNEMPLOY. 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. Includes fees paid for competency and/or psychiatric evaluations and court appointed attorneys.

32 ACCOUNTING & AUDITING

Generally includes all services received from independent certified public accountants.

34 OTHER CONTRACTUAL

Custodial, janitorial 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 & 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 COMM. & 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 & 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 & 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 & 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.

Banc of America lease on 12 copies machine (10 black/white & 2 color copies machine) of \$ 28,360, which is divided among the other City departments. Maintenance agreement with Barlop on 12 copy machines covering maintenance & toners for \$11,664.

48 PROMOTIONAL ACTIVITIES

Includes any type of promotional advertising for the City.

49 OTHER CHARGES & OBLIGAT.

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 food, 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 SUBSCRIP. & 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 & 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 & 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.



CITY OF SOUTH MIAMI DEPARTMENTS & 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 will endeavor to certify the best-qualified candidates for employment that represents the philosophy of the community we serve. The Mayor and Commission are committed to provide the citizens of South Miami exceptional constituent service. 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 beloved 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 City Commission members serve for a term of four (4) years. The Mayor, who presides over Commission meetings, serves two (2) year terms. All elected officials are elected "at large" and must reside within the City to be an elected representative.

MAYOR AND CITY COMMISSION OBJECTIVES

- Ensure that the natural and built environment of South Miami is healthy and sustainable.
- A transportation system that will foster economic development, responsible energy use and environmental protection, and health and safety of residents while increasing the ability of people to move around the City.
- 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 2012

001-1100-511

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	ACTUAL 2009-2010	BUDGET 2010-2011	ESTIMATE 2010-2011	APPROVED 2011- 2012
1110	SALARIES & WAGES - EXECUTIVE	56,000	65,000	62,000	62,000	62,000
2110	F. I. C. A.	4,284	4,973	4,743	4,743	4,743
2410	WORKER'S COMPENSATION	0	0	341	341	341
	TOTAL PERSONNEL SERVICES	60,284	69,973	67,084	67,084	67,084
4010	MAYOR'S EXPENSE	1,392	1,637	2,000	2,000	2,000
4020	COMMISSIONER'S EXPENSE-ONE	335	476	1,500	1,500	1,500
4030	COMMISSIONER'S EXPENSE-FOUR	1,067	1,467	1,500	1,500	1,500
4040	COMMISSIONER'S EXPENSE-THREE	1,500	1,492	1,500	1,500	1,500
4050	COMMISSIONER'S EXPENSE-TWO	1,465	1,590	1,500	1,500	1,500
4060	MAYOR'S AUTO ALLOWANCE	500	500	500	500	500
4070	TRAVEL & CONFERENCE	4,179	0	0	0	0
4071	TRAVEL & CONFERENCE-MAYOR	0	533	1,200	1,200	1,200
4072	TRAVEL & CONFERENCE-ONE	0	0	1,200	1,200	1,200
4073	TRAVEL & CONFERENCE-TWO	0	1,852	1,200	1,200	1,200
4074	TRAVEL & CONFERENCE-THREE	0	1,200	1,200	1,200	1,200
4075	TRAVEL & CONFERENCE-FOUR	0	0	1,200	1,200	1,200
4120	COMMUNICATION	4,427	4,678	5,000	5,000	5,000
4830	KEYS & FLOWERS	942	680	750	750	750
5210	SUPPLIES	2,154	1,779	1,750	1,750	1,750
5410	MEMBERSHIPS & SUBSCRIPTIONS	3,854	2,627	3,900	3,900	3,900
	TOTAL OPERATING EXPENSES	21,815	20,511	25,900	25,900	25,900
	TOTAL MAYOR AND COMMISSION	82,099	90,484	92,984	92,984	92,984



MAYOR AND CITY COMMISSION BUDGET HIGHLIGHTS

1110 Salaries and Wages – Executive - 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.

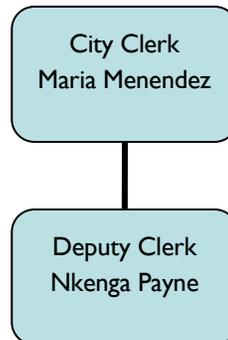
POSITION	SALARY	FICA	WORKER'S COMP
Mayor	\$14,000	\$1,071	\$77
Vice-Mayor	\$12,000	\$918	\$66
Commissioner	\$12,000	\$918	\$66
Commissioner	\$12,000	\$918	\$66
Commissioner	\$12,000	\$918	\$66
TOTAL	\$62,000	\$4,743	\$341

5410 Memberships & Subscriptions – National and Florida League of Cities.



CITY CLERK'S OFFICE

001-1200-512



MISSION

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 2011

- Provided continued assistance to department liaisons involving records management and storage.
- Completed and distributed City Commission meeting agenda packets.
- Created and maintained accurate minutes of the City Commission meetings.
- The Clerk's Office prepared, posted and advertised all public notices required by state and local law and as otherwise directed by the City Commission.
- Implemented and maintained a records management system.
- Acted as the records custodian for the City and disseminate information to the public as necessary.
- The Clerk's Office has on-going responsibility to disseminate information as requested by the public and process all requests for public records. The City Clerk regularly updates the City's web site (www.southmiamifl.gov) with meeting notices, minutes of meetings and other important information.
- Continued scanning of records, ordinances, and resolutions for electronic storage and retrieval.



CITY CLERK'S OFFICE OBJECTIVES FY 2012

- Continue process for converting city records to electronic storage
- Streamline internal operations specific to the division.
- Review and, if necessary, develop a comprehensive automation plan for city clerk/commission operations.
- Prepare city commission agendas and minutes.
- Maintain custody of city records, publish, post, index and file ordinances/resolutions.
- Provide certified copies of official documents.
- Manage candidate filing for municipal elections.
- Receive and process petitions filed by citizens.
- Publish notices of public hearings and special meetings.

CITY CLERK'S OFFICE AUTHORIZED POSITIONS

POSITION/TITLE	FY 08	FY 09	FY 10	FY 11	FY 12
City Clerk	1	1	1	1	1
Deputy City Clerk	1	1	1	1	1
TOTAL F/T	2	2	2	2	2
TOTAL STAFF	2	2	2	2	2

CITY CLERK'S OFFICE ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2008	ACTUAL FY 2009	ACTUAL FY 2010	PROJECTED FY 2011	ESTIMATED FY 2012
Number of agenda packets prepared	35	37	51	51	55
Number of minutes prepared (CSM)	35	37	51	51	55
Agenda packets prepared (SMCRA)	8	11	13	13	15
No. of minutes prepared (SMCRA)	8	11	13	13	15
Resolutions / Ordinances prepared	70	74	386	390	390
Lobbyists registration	30	15	21	25	25
Public records requests	158	150	175	190	190
Notarizations	68	30	30	50	40



CITY CLERK BUDGET FY 2012

001-1200-512

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	ACTUAL 2009-2010	BUDGET 2010-2011	ESTIMATE 2010-2011	APPROVED 2011-2012
1210	SALARIES & WAGES - EXECUTIVE	138,125	138,176	140,840	140,840	140,840
2110	F.I.C.A.	10,516	10,724	10,774	10,774	10,774
2210	PENSION PLAN CONTRIBUTION	0	0	22,112	22,112	23,379
2310	GROUP HEALTH INSURANCE	7,965	8,735	9,406	9,406	11,594
2410	WORKER'S COMPENSATION	0	0	775	775	775
	TOTAL PERSONNEL SERVICES	156,606	157,635	183,907	183,907	187,362
3450	CONTRACTUAL	0	0	23,738	23,738	11,920
4070	TRAVEL & CONFERENCE	1,023	222	1,600	1,600	6,200
4080	EMPLOYEE EDUCATION	1,459	368	0	0	0
4110	POSTAGE	0	0	500	500	500
4120	COMMUNICATION	0	0	360	360	360
4710	PRINTING INFRASTRUCTURE	0	0	1,668	1,668	1,668
4910	LEGAL ADS	17,499	22,765	20,000	20,000	23,000
4920	ELECTIONS	42,992	24,236	8,000	5,500	25,000
4950	CODIFICATIONS	6,422	5,558	3,700	3,700	3,700
5210	SUPPLIES	1,020	937	500	500	500
5410	MEMBERSHIPS & SUBSCRIPTIONS	475	560	600	600	650
	TOTAL OPERATING EXPENSES	70,890	54,646	60,666	58,166	73,498
6410	EQUIPMENT LESS TAN \$500 VALUE	302	0	0	0	0
6430	EQUIPMENT - OPERATING	1,267	0	0	0	0
6510	RECORDS RETENTION	-3,632	4,975	0	0	0
	TOTAL CAPITAL OUTLAY	-2,063	4,975	0	0	0
	TOTAL CITY CLERK	225,433	217,256	244,573	242,073	260,860



CITY CLERK'S OFFICE BUDGET HIGHLIGHTS

3450 – Contract Services – In an effort to maintain records electronically and maintain transparency, the Clerk's offices is contracting with Granicus to maintain and create electronic records. The objective is to move the City into the electronic media age and preserve all records as per the requirement of Florida Statute. Furthermore, the amount includes \$4,000, the cost to digitize existing City records.

4070 Travel & Conference – The Mayor and Commission travel expense to "Dade Day's" in Tallahassee. The amount represents \$1,000 per elected official. The City Clerk has also included \$1,200 Florida Records Management Association Conference expense.

4910 Legal Ads – In order to comply with City, County, and State laws, the City is required to post advertisements announcing meetings, ordinances, resolutions, etc.

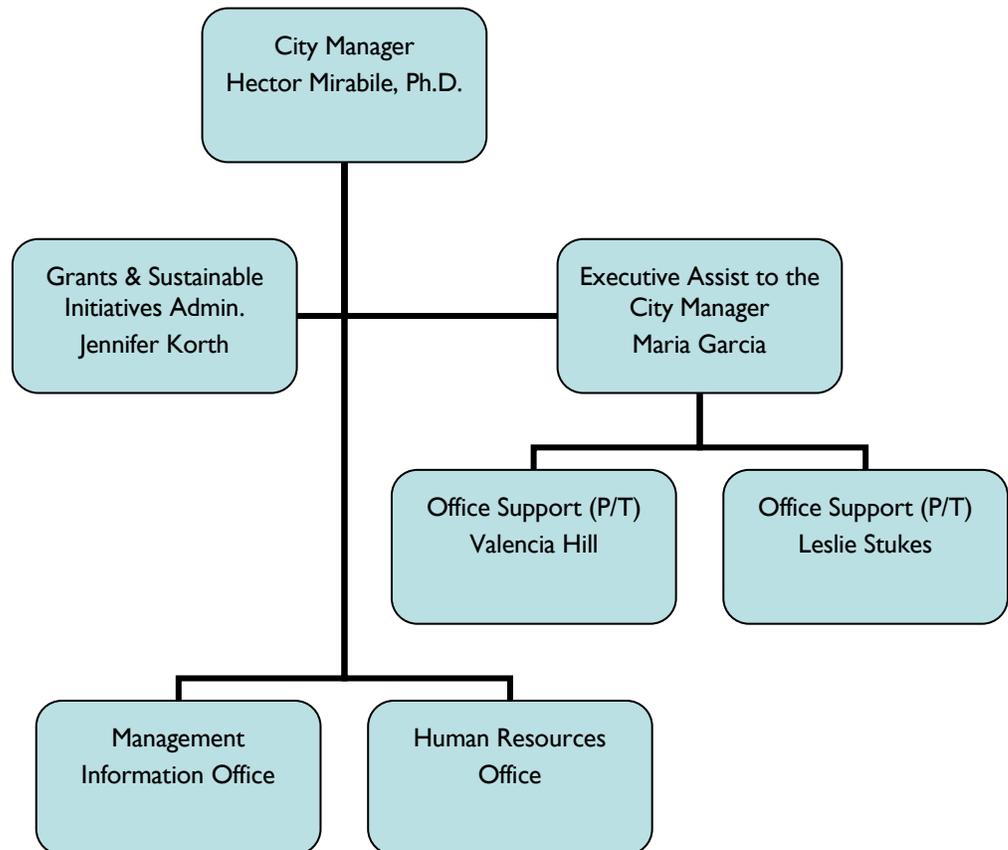
4950 Codifications –Codification is the process of consolidating the City's general and permanent legislation, then organizing it into a Code of Ordinances. The legislation is organized by topic (business, etc.) or by department/title (Administration and Personnel, Revenue and Finance, etc.). The City annually updates the City's Code of Ordinance through Municode, and provides free online access to the public.

4920 Elections – FY 2012 is scheduled for an election on February 14, 2012.



CITY MANAGER'S OFFICE

001-1310-513



MISSION

The City Manager's Office provides overall direction and coordination of City operations to ensure that the City Commission's adopted service goals are met or exceeded, and that costs do not exceed 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 Administrative 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. Each requires daily effort.



In addition to overseeing daily 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 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.

The City's Human Resource Department and Office of Grants and Sustainable Initiatives functions are also located in this office. This office monitors the City's different Departments through meetings, reports and forecasts.

CITY MANAGER'S OFFICE ACCOMPLISHMENTS FOR FY 2011

- City Manager's report to the City commission was modified to reflect a more detailed comprehensive description of the bi-weekly accomplishments and project status by department and is provided by providing at each commission meeting a CM report.
- Created the position of Grants and Sustainable Initiatives Manager to better align the City's strategic direction regarding a full range of sustainability concepts.
- Changed the City's paradigm towards one of being a continuously learning and adaptive organization by constantly challenging the processes, evaluating best practices from other municipalities, and stress testing departments against private enterprise to see which is the better and most cost effective method to use, which does not place the City at risk.
- Privatization of the IT Department was a success; as it has increased efficiency and effectiveness of IT and an overall savings to the City.
- Realignment of City functions improved overall efficiencies and effectiveness. Code Enforcement and the Parking Enforcement functions were placed under the Police Department.
- Guided all City departments in meeting governing body goals by hosting weekly staff meetings.
- Improved overall quality of life for citizens, business, and visitors through the institution of a "no tolerance" policy in an effort to suppress the broken window syndrome. By placing Code Enforcement under the Police Department a synergy was created that induced a higher sense of awareness through communications and enforcement actions.
- Improved communications between the City and its citizens through a series of Manager sponsored local area resident and business meetings. To date we held two resident meetings and two business meetings.
- Commenced the initial stages of changing employee focus towards



one of “customer service” through weekly staff meeting where directors and managers are challenged with service performance benchmarks and the use of IT tools such as Outlook Tasks to coordinate and track

suspense items. During the months of July and August the Police Department will be hosting a leadership customer service focus where the entire management team will be attending.

CITY MANAGER’S OFFICE OBJECTIVES FOR FY 2012

- Execute current and new policies developed by the governing body and monitor adherence to City policies.
- Deliver a fiscally responsible budget while reducing the City’s millage rate.
- Work with developers meeting the City’s review process to develop and create Redevelopment Project Plans in established TIF District.
- Oversee the continued stress testing of the City’s departments to foster organizational restructuring that have a high probability of producing greater efficiencies.
- Engage the Commission and Staff in long term planning.
- Provide support and make recommendations to the City Commission.
- Continue providing organizational and fiscal management that holds departments accountable.
- Facilitate relationships between the City Commission and the community.
- Provide for an ethical and professional organizational culture, by having the MDC Ethics Commission present an annual seminar to all department heads and managers.

CITY MANAGER'S OFFICE AUTHORIZED POSITIONS

POSITION/TITLE	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012
FULL TIME					
City Manager	1	1	1	1	1
Executive Administrative Asst.	0	1	1	1	1
Administrative Assistant II	1	1	1	0	0
Communications Receptionist	1	1	1	1	0
Grant/Contract Administrator	0	1	1	1	1
TOTAL F/T	3	5	5	4	3
PART TIME					
Office Support	0	0	0	0	2
PIO/Administrative Officer	1	0	0	0	0
TOTAL P/T	1	0	0	0	2
TOTAL STAFF	4	5	5	4	5



CITY MANAGER'S OFFICE BUDGET FY 2011
001-1310-513

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	ACTUAL 2009-2010	BUDGET 2010-2011	ESTIMATE 2010-2011	APPROVED 2011-2012
1210	SALARIES-REGULAR	356,098	330,670	273,113	273,113	231,392
1310	SALARIES - PART TIME	0	0	0	0	38,210
2110	F.I.C.A.	23,101	1,804	20,893	20,893	20,625
2210	PENSION PLAN CONTRIBUTION	0	0	20,814	20,814	10,424
2220	ICMA	0	0	15,400	15,400	17,423
2310	GROUP HEALTH INSURANCE	38,656	17,038	22,173	22,173	19,535
2410	WORKER'S COMPENSATION	0	0	1,502	1,502	1,483
	TOTAL PERSONNEL SERVICES	417,855	349,512	353,895	353,895	339,092
3450	CONTRACTUAL SERVICES	0	25,101	100,400	100,400	123,000
4060	AUTO ALLOWANCE	0	325	0	0	0
4065	CITY MANAGER EXPENSE	1,060	1,744	1,540	1,540	1,000
4070	TRAVEL & CONFERENCE	1,233	996	3,500	3,500	1,000
4080	EMPLOYEE EDUCATION	2,018	37	20,691	20,691	0
4110	POSTAGE	0	0	1,589	1,589	1,589
4120	COMMUNICATION	0	0	1,800	1,800	1,800
4515	AUTO INSURANCE	0	0	0	0	500
4710	PRINTING- INFRASTRUCTURE	0	0	1,668	1,668	1,668
5210	SUPPLIES	2,839	3,930	2,000	2,000	2,000
5230	FUEL	0	0	0	0	5,410
5410	MEMBERSHIPS & SUBSCRIPTIONS	1,348	4,329	3,200	3,200	6,633
	TOTAL OPERATING EXPENSES	8,498	36,462	136,388	136,388	144,600
6410	EQUIPMENT LESS THAN \$500 VALUE	299	299	0	0	0
	TOTAL CAPITAL OUTLAY	299	299	0	0	0
9920	GENERAL CONTINGENCY	0	0	102,536	0	123,732
	OTHER FUNDING SOURCE	0	0	102,536	0	123,732
	TOTAL CITY MANAGER	426,652	386,273	592,819	490,283	607,424



CITY MANAGER’S OFFICE BUDGET HIGHLIGHTS

3450 Contract Services –The City currently has agreements with two (2) lobbying firms. One focuses on obtaining appropriations and grants from the County and State and the other focuses on obtaining the same from the Federal Government.

Gomez Barker Associates Inc. \$48,000

The City will not be seeking the services of a Federal Lobbyist.

The City will allocate \$30,000 on an annual basis for Internal / Performance-Based Auditing, to comply fully with the City Charter, Article IV, Sec. 4(F) *Performance-based audit. The City Commission shall require a performance-based audit for each department at least once every five years.*

The City will be exploring the interest and opportunities in annexing certain enclaves within the City which are currently areas designated unincorporated Miami-Dade County. \$45,000

4065 City Manager Expense – SunPass expense for tolls of \$660 and the remaining amount for miscellaneous City Manager expenses.

4070 Travel & Conference - Funding for the City Manager’s travel expense to “Dade Day’s” in Tallahassee

5410 Membership & Subscriptions –

MDCCMA Annual Membership	\$260
Miami-Dade County League of Cities Installation Gala	\$1,800
Miami-Dade County League of Cities Membership	\$1,173
Wall Street Journal	\$300
ICLEI USA Membership	\$600
Chamber South Annual Membership	\$2,500
TOTAL	\$6,633

9920 Contingency – To handle any unexpected emergencies which must be addressed immediately.





INTERGOVERNMENTAL AFFAIRS

001-1315-513

This section of the budget was used to account for the intergovernmental expenses related to the lobbying contracts and travel. In an effort to consolidate the department and division budgets, the expenses have been allocated to the City Manager's Office budget, specifically line items 3450 and 4070.

INTERGOVERNMENTAL AFFAIRS BUDGET FY 2012

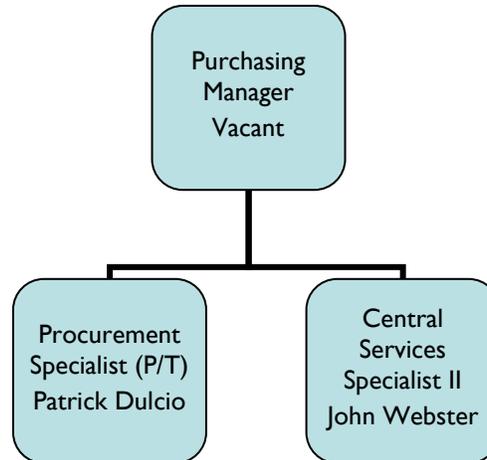
001-1315-513

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	ACTUAL 2009- 2010	BUDGET 2010-2011	ESTIMATE 2010-2011	APPROVED 2011-2012
3450	CONTRACTUAL SERVICES	60,000	89,300	0	0	0
4070	TRAVEL & CONFERENCE	6,441	5,510	0	0	0
	TOTAL OPERATING EXPENSES	66,441	94,810	0	0	0
	TOTAL INTERGOVERNMENTAL	66,441	94,810	0	0	0



CENTRAL SERVICES DIVISION

001-1320-513



MISSION

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

CENTRAL SERVICES DIVISION FUNCTION

The mission statement for the Central Services department of the City of South Miami is to maximize the investment of our citizens by utilizing city values 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.

CENTRAL SERVICES DIVISION ACCOMPLISHMENTS IN FY 2011

- Implemented new purchasing policies to increase efficiency.
- Created new language to be included within all bid documents, which will help to better protect the City.
- Maintained all telephone lines within the City
- Completed an inventory and Capital Asset Worksheet, which will continue to be updated and maintained monthly.
- Continued to provide multiple services to the public in a professional and friendly atmosphere



CENTRAL SERVICES DIVISION OBJECTIVES FOR FY 2012

The main goal of the Central Services Department 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:

- Assist Departments in vendor selection information and expenditures for compliance with City policy and to report to the City Commission as required.
- Issue purchase orders for items more than \$1,000 to city's department.
- Prepare Request for Proposals, Request of Qualifications and Bids citywide.
- Printing of various flyers and books as requested by different departments, including budget books.
- Provide and monitor monthly revenue generating services.
- Maintain and monitor citywide fixed assets and inventory control.
- Insuring integrity in order to maintain the highest ethical standards.



CENTRAL SERVICES DIVISION AUTHORIZED POSITIONS

POSITION/TITLE	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012
FULL TIME					
Purchasing Manager	1	1	1	1	1
Procurement Specialist	1	1	1	1	0
Central Services Specialist II	1	1	1	1	1
TOTAL F/T	3	3	3	3	2
PART TIME					
Procurement Specialist	0	0	0	0	1
TOTAL P/T	0	0	0	0	1
TOTAL STAFF	3	3	3	3	3

CENTRAL SERVICES DIVISION ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2008	ACTUAL FY 2009	ACTUAL FY 2010	PROJECTED FY 2011	ESTIMATED FY 2012
Notarizations	363	320	342	323	200
Passport Services	919	1261	1090	970	N/A*
Fingerprints	1223	1249	1236	1150	900
Background Checks	444	368	406	374	270
No. of Total Revenue Services	2949	3198	3074	2817	1190**
Purchase Orders Issued	1102	732	917	696	300
No. of RFP's & RFQ's Issued	0	0	10	30	25
No. of Invoices Processed	3618	3940	3779	3719	3200

*Passport Services no longer provided

**Total number of paid services



CENTRAL SERVICES DIVISION BUDGET FY 2012
001-1320-513

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	ACTUAL 2009-2010	BUDGET 2010-2011	ESTIMATE 2010-2011	APPROVED 2011-2012
1210	SALARIES - REGULAR	161,142	129,840	146,786	146,786	107,480
1310	SALARIES - PART TIME	14,007	168	0	0	31,451
1410	OVERTIME	259	0	0	0	0
2110	F.I.C.A.	13,033	9,818	11,229	11,229	10,628
2210	PENSION PLAN CONTRIBUTION	0	0	23,045	23,045	6,525
2220	ICMA	0	0	0	0	4,772
2310	GROUP HEALTH INSURANCE	11,653	12,001	16,435	16,435	11,516
2410	WORKER'S COMPENSATION	0	0	809	809	764
	TOTAL PERSONNEL SERVICES	200,094	151,827	198,304	198,304	173,135
3450	CONTRACTUAL SERVICES	0	0	0	0	5,800
4070	TRAVEL & CONFERENCE	1,194	364	0	0	0
4080	EMPLOYEE EDUCATION	3,477	0	0	0	0
4110	POSTAGE	28,200	23,155	4,133	4,133	3,000
4111	POSTAGE - PASSPORT PROCESSING	-2,726	0	0	0	0
4120	COMMUNICATION	0	0	68,527	108,527	420
4125	TELEPHONE	0	0	0	0	68,167
4420	LEASE POSTAGE MACH	540	540	540	540	1,488
4615	MAINT - OFFICE EQUIPMENT	1,538	813	1,787	1,787	1,787
4620	MAINT-OPERATING EQUIPMENT	780	1,987	1,500	1,500	250
4710	PRINTING INFRASTRUCTURE	42,079	45,342	7,371	7,371	7,371
4720	PRINTING-CONTRACTUAL	4,848	3,504	3,100	3,100	2,000
5210	SUPPLIES	25,563	15,276	23,723	23,723	16,531
5211	SUPPLIES-PASSPORT PROCESSING	269	1,393	1,500	1,500	470
5220	UNIFORMS	88	326	0	0	0
5230	FUEL	0	0	84	84	0
5410	MEMBERSHIPS & SUBSCRIPTIONS	360	385	400	400	330
	TOTAL OPERATING EXPENSES	106,210	93,085	112,665	152,665	107,614
6410	EQUIPMENT UNDER \$500	-543	436	0	0	0
6420	OFFICE EQUIPMENT	1,151	0	0	0	0
6430	OPERATING EQUIPMENT	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	608	436	0	0	0
	TOTAL CENTRAL SERVICES	306,912	245,348	310,969	350,969	280,749



CENTRAL SERVICES DIVISION BUDGET HIGHLIGHTS

1310 SALARIES PART TIME – Due to increased efficiency and the elimination of the passport services the department converted one full time position to a part time position.

3450 Contractual Services – American Appraisal is contracted with the city for \$5,800 to provide an annual Citywide inventory, as required by the State of Florida and recommended by GASB to comply with statement 34.

4125 Telephone – The citywide landline telephone system expenses are reflected within this respective line item. The City is in the process of preparing an RFP to replace the existing outdated telephone system with a new VOIP system. The new telephone system will reduce the existing expense while providing a more efficient and cost effective system.

Phone Lines Services/Copper Maint.	\$11,402
State of Florida Lines City Hall	\$19,860
Telephone Monthly Charges	\$33,761
Voice Mail Reset Fees	\$200
Phone Lines Repairs	\$1,721
AT&T Long Distance	\$1,223
TOTAL	<u>\$68,167</u>

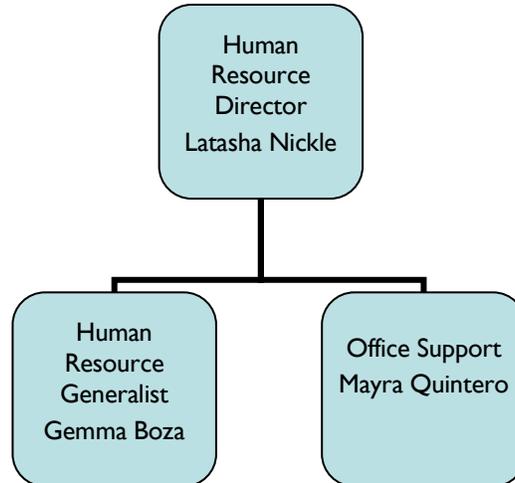
5210-Office Supplies – Central Service's Office Supplies account includes the expense for paper for all City Departments.

Operating Supplies	\$5,126
Mac Paper- \$29.56 per box of regular paper 30 boxes a month.	\$9,223
Carbon Copies paper-\$363.60 per box. Human Resources forms, Requisition forms and receipt forms.	<u>\$2,182</u>
TOTAL	<u>\$16,531</u>



HUMAN RESOURCE DEPARTMENT

001-1330-513



MISSION

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

HUMAN RESOURCES OFFICE FUNCTION

The Human Resources Department provides service to the City and the employees in numerous Human Resources disciplines. The major disciplines covered by the Department are Benefits, Organizational & Employee Development, Diversity, Compensation, Employee Relations, Labor Relations, Staffing Management, and Risk Management. The major functions of the Department include: training and development, employee recruitment & selection, creation & evaluation of job descriptions, employee classifications, policy development, assessment, performance evaluation, disciplinary actions, wage & benefit surveys; group insurance benefits selection & monitoring, employee incentive programs, accident/incident investigation, reporting & monitoring for Workers Compensation, review of property values, insurance coverage and premiums, and general liability issues, and other related duties and responsibilities.

HUMAN RESOURCES DEPARTMENT ACCOMPLISHMENTS FOR FY 11

- Implemented policies and procedures that best serve the workforce.
- Recognized, reinforced, and rewarded individual efforts.
- Increased employee motivation through the implementation of an Employee Recognition Program.



- Encouraged employees and supervisors to communicate effectively on a daily basis.
- Promoted and maintained a safer working environment by reducing workplace accident and injury claims by 10%.

HUMAN RESOURCES DEPARTMENT OBJECTIVES FOR FY 12

- Provide training that will develop skills, knowledge, abilities and competencies in order to promote employee and organizational growth.
- Promote effective, accurate and informative employee evaluations through training for managers and senior supervisors.
- Develop and implement a performance evaluation system for Senior Management personnel
- Keep senior management involved and accountable.
- Assist Supervisors in providing a positive working environment.
- Develop and implement an effective Return to Work program for employees with on the job injuries.

HUMAN RESOURCE OFFICE AUTHORIZED POSITIONS

POSITION/TITLE	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012
Human Resources Director	1	1	1	1	1
Human Resource Generalist	1	1	1	1	1
Office Support	0	0	0	1	1
TOTAL F/T	2	2	2	3	3
TOTAL STAFF	2	2	2	3	3



HUMAN RESOURCE OFFICE ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2008	ACTUAL FY 2009	ACTUAL FY 2010	PROJECTED FY 2011	ESTIMATED FY 2012
Local Background Checks Processed	40	62	61	59	52
National Background Screenings	19	61	60	59	20
New Hire Orientations	11	24	23	17	13
Employment Advertisements	6	20	20	16	6
Wellness Fairs	4	6	5	4	4
Safety Meetings	4	3	3	4	4
Wage Statements Submitted	3	7	7	10	10
Random CDL Testing	9	13	13	12	14
Filing	65	65	65	65	65
Employee Applications Received	80	286	296	1,267	350
Notary Services	65	57	59	89	110
Workers Compensation Claims	13	30	30	25	20
Pre-employment Physicals	11	24	24	17	13
Post Accident Drug Screenings	13	30	30	25	20
Drivers License Checks	340	390	390	390	381



HUMAN RESOURCE OFFICE BUDGET FY 2012

001-1330-513

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	ACTUAL 2009-2010	BUDGET 2010-2011	ESTIMATE 2010-2011	APPROVED 2011-2012
1210	SALARIES - REGULAR	121,140	116,561	176,655	176,655	164,350
1310	SALARIES - PART TIME	1,463	0	0	0	0
2110	F.I.C.A.	9,323	9,026	13,514	13,514	12,573
2210	PENSION PLAN CONTRIBUTION	0	0	27,735	27,735	12,870
2220	ICMA CONTRIBUTION	0	0	0	0	5,766
2310	GROUP HEALTH INSURANCE	7,895	7,514	16,255	16,255	17,274
2410	WORKER'S COMPENSATION	0	0	972	972	904
	TOTAL PERSONNEL SERVICES	139,821	133,101	235,131	235,131	213,737
2510	UNEMPLOYMENT COMPENSATION	0	0	20,000	65,000	32,000
2610	EMPLOYEE ASSISTANCE PROGRAM	3,544	0	3,000	3,000	0
3160	PRE-EMPLOYMENT PHYSICALS	7,130	15,252	8,000	8,000	8,000
3450	CONTRACTUAL SERVICES	0	0	0	0	82,875
4070	TRAVEL & CONFERENCE	218	0	0	0	0
4080	CITYWIDE TRAINING	5,045	1,215	0	0	15,910
4110	POSTAGE	0	0	180	180	180
4120	COMMUNICATION	0	0	1,380	1,380	1,680
4510	LIABILITY INSURANCE	0	0	287,760	262,760	287,760
4520	PUBLIC EMPLOYEES BLANKET BOND	0	0	1,000	1,000	0
4710	PRINTING- INFRASTRUCTURE	0	0	1,668	1,668	1,668
4850	ADVERTISING-NON LEGAL	6,734	8,572	6,500	6,500	5,000
5210	SUPPLIES	1,640	270	1,650	1,650	2,643
5410	MEMBERSHIPS & SUBSCRIPTIONS	0	125	0	0	3,320
	TOTAL OPERATING EXPENSES	24,311	25,434	331,138	351,138	441,036
	TOTAL HUMAN RESOURCES	164,132	158,535	566,269	586,269	654,772



HUMAN RESOURCE DEPARTMENT 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.

3450 Contract Services – The City will be purchasing a mechanical payroll system. As part of the agreement and contract, the Company will provide the City with digital biometric clocks to be used by employees to log in-and-out daily.

Executime	
Software License	\$15,000
Services & Training	\$9,500
Five Biometric Clocks	\$13,975
TOTAL	\$38,475

Furthermore, Contractual Services includes \$4,400, the cost to digitize existing City records and \$40,000 for the City's Insurance Broker.

4080 Citywide Training - Citywide Training Workshops (FY 2012: Anti-Harassment; Workplace Safety; and Customer Service; and Management/Leadership Training) 99 seats x \$148 = \$14,652 and an additional two full access at a cost of \$199 each for a total amount of \$15,050. An additional \$860 has been allocated for an employment law certification review course and a litigating employment claims course.

4510 Liability Insurance – The City budgets general liability and property insurance within this respective line item. Moreover, the amount includes contingency for deductibles required to be paid as part of the City's policy. This line item replaces the Self-Insurance Fund with respect to deductibles.

4850 Advertising – Non-legal – \$5,000 for job postings and recruitment costs.

5410 Membership and Subscription – In an effort to help minimize, legal disputes, Human Resources has budgeted the annual subscription cost for Westlaw legal research system.



MANAGEMENT INFORMATION SYSTEMS OFFICE

001-1340-513

MISSION

The mission of the Management Information Systems Office 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.

MANAGEMENT INFORMATION SYSTEMS FUNCTION

The proliferation of new technologies in today's market, coupled with a constantly growing list of new internal system requirements, created a challenging situation for the MIS Office. The challenges were especially daunting for the City, which was faced with budgetary constraints and timeframes within which to meet a broad array of internal and external user requirements.

To achieve this goal the City administration, after evaluating every aspect, decided to hire International Data Consultants, Inc. (IDC). IDC will perform all IT related issues for the City of South Miami in the new fiscal year. Their function will be to manage the strategic IT design, IT planning and IT initiatives. The office will be under the supervision of the City Manager's Office.

MANAGEMENT INFORMATION SYSTEMS ACCOMPLISHMENTS FY 2011

- Assisted in recovering email from old improperly decommissioned mail server
- Removed old Exchange servers from system and added new Exchange 2007 mail server
- Added mail archiver and imported all available old email
- Added Blackberry Server
- Purchased new financial software package and servers
- Created separate domain for Police Department
- Cleaned up active directory structure on CSMI
- Upgraded AS400
- Applied service packs to AS400 that had not been applied since 2006
- Added Tape drive to CSMI and created backup system
- Implemented helpdesk software and procedure
- Deployed additional domain controllers on each domain for redundancy
- Documented network and all WAN connections
- Resolved local routing issues
- Added wireless printing to Sally Port SMPD
- Coordinated updated to SMPD software
- Coordinated installation of new security cameras



- Assisted in coordination of separation of all cells/aircards per department.

MANAGEMENT INFORMATION SYSTEMS OBJECTIVES FOR FY 2012

- Reconfigure TCP/IP Schema to better provide service and security
- Finalize separation of SMPD/City communications
- Finalize implementation of new finance system
- Implement backup system for SMPD
- Separate City/SMPD on Exchange Stores
- Implement City's Paperless environment and create a library for enhanced city transparency
- Implement new network firewall for enhanced security
- Manage network perimeter security
- Design & implement network topology
- Manage network upgrades & changes
- Perform core & server upgrades
- Implement the new finance system
- Provide tier 2 + 3 network support
- Maintain all operating system and software updates
- Provide & manage desktop support
- Manage core network resources and services
- Manage IT helpdesk
- Manage City's main page on website
- Manage all handheld devices
- Manage and maintain video security system
- Record City meetings as required



MANAGEMENT INFORMATION SYSTEMS OFFICE AUTHORIZED POSITIONS

POSITION/TITLE	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012
FULL TIME					
MIS Manager	1	1	1	0	0
MIS Specialist	1	2	2	0	0
TOTAL F/T	2	3	3	0	0
PART TIME					
MIS Support	0	0	0	0	0
TOTAL P/T	0	0	0	0	0
TOTAL STAFF	2	3	3	0	0

MANAGEMENT INFORMATION SYSTEMS ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2009	ACTUAL FY 2010	PROJECTED FY 2011	ESTIMATED FY 2012
AS-400 Update / Maintenance (Incl Sungard Software)	no record	no record	695	230 (1)
PC, Non-Software, Maintenance / Troubleshooting	no record	no record	808	970 (2)
Non AS-400 Software Maintenance / Troubleshooting	no record	no record	300	600 (3)
Meetings Video Taped	no record	no record	156	175 (4)
USA Software Issues	no record	no record	192	64 (5)
Virus Infections	no record	no record	23	18 (6)
Server Replacements	no record	no record	5	2 (7)

- (1) Expect to discontinue AS-400 January of 2012.
- (2) Expect 20% increase due to aging PC fleet.
- (3) Expect a doubling of tickets due to new ERP software replacing AS-400.
- (4) Increase by 10% due to Granicus Library capability
- (5) Decrease due to discontinuation of USA Software Jan / Feb 2012. Will be replaced with OSSI Sungard software.
- (6) Decrease due to upgraded virus software and new security budgeted for Oct 1, 2011
- (7) 2011 servers due to OSSI upgrade

NOTE: The bulk of the statistics represented in this table were derived from the helpdesk ticket system. Eight months ticket count was divided by 8 and multiplied by 12 to arrive at a Projection for FY 2011.



MANAGEMENT INFORMATION SYSTEMS BUDGET FY 2012

001-1340-513

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	ACTUAL 2009-2010	BUDGET 2010- 2011	ESTIMATE 2010-2011	APPROVED 2011- 2012
1210	SALARIES - REGULAR	197,366	203,516	0	0	0
1310	SALARIES - PART TIME	0	0	0	0	0
2110	F.I.C.A.	15,043	15,802	0	0	0
2210	PENSION PLAN CONTRIBUTION	0	0	0	0	0
2310	GROUP HEALTH INSURANCE	12,491	12,179	0	0	0
2410	WORKER'S COMPENSATION	0	0	0	0	0
	TOTAL PERSONNEL SERVICES	224,900	231,497	0	0	0
3450	CONTRACTUAL SERVICES - INFRASTR.	106,823	115,440	206,375	206,375	235,800
4120	COMMUNICATION	0	0	720	720	0
4445	LEASE PURCHASE - AS 400	4,728	6,273	0	0	0
4515	LIABILITY INSURANCE	0	0	800	800	0
4630	MAINT & REP - COMM. EQUIPMENT	4,021	7,195	3,000	3,000	0
4632	INTERNET SERVICE	52,595	50,439	59,196	59,196	42,012
4634	MAINTENANCE - INTERNET SERVICE	73,261	96,400	11,084	11,084	22,124
5205	COMPUTER EQUIPMENT	0	0	39,500	39,500	83,532
5210	SUPPLIES	10,606	13,029	4,395	4,395	22,875
5230	FUEL	0	0	150	0	0
5410	MEMBERSHIPS & SUBSCRIPTIONS	55	0	0	0	0
	TOTAL OPERATING EXPENSES	252,089	288,776	325,220	325,070	406,343
6410	EQUIPMENT UNDER \$500	887	539	0	0	0
6420	OFFICE EQUIPMENT	1,840	700	0	0	0
6430	OPERATING EQUIPMENT	48,446	42,802	0	0	11,422
	TOTAL CAPITAL OUTLAY	51,173	44,041	0	0	11,422
	TOTAL MIS	528,162	564,314	325,220	325,070	417,765



MANAGEMENT INFORMATION SYSTEMS BUDGET HIGHLIGHTS

3450 – Contract Services – The City will be contracting with an outside Information Technology Company for the entire City’s IT needs. The expense associated with the outsourcing of IT services is \$189,800. In fiscal year 2012, as part of the continued commitment to the South Miami Downtown economic development, the City is looking to implement a wireless downtown for residents and visitors to access. The estimate total cost for the project is \$31,000. Included within this line item is \$15,000 for upgrading the City’s Digital Video System; to include the microphones and amplifier, in an effort to continuously broadcast public meetings to the City’s residents without interruptions.

4632 Internet Service – This line item includes Metro E Service for City Hall, PW and the Community Center \$34,992, and AT&T Internet Service \$7,020.

4634 Maintenance – Internet Service – This line item represents the costs associated the annual licenses for all City software.

Barracuda WebFilter Energize	\$474
Barracuda WebFilter	\$426
Barracuda Spam Firewall Energize	\$664
Barracuda Spam Firewall	\$426
Barracuda Mail Archiver	\$1,281
Barracuda Mail Archiver Instant	\$1,044
Trend WF Anti-virus 200 Users	\$3,246
Cisco Smartnet (2)	\$2,320
Backup Exec For all Servers	\$5,195
LF Full named Users Maintenance	\$1,400
LF Web Access Maintenance	\$280
LF Public Portal Read Only	\$2,800
LF Avante Server	\$1,000
Sans Support and Maintenance HP	\$1,568

TOTAL \$22,124



5205 Computer Equipment – Equipment and Licenses required by the City to continue improving the City’s computer infrastructure.

Desktops with Monitors (17)	\$13,482
IPad Project	\$3,000
Office 2010 Licenses	\$13,520
Gigabit Switch	\$658
Fujitsu Scanner (14)	\$6,745
Laserfiche MSSQL Basic	\$5,000
LF Full Police	\$10,320
LF Full named users (14)	\$7,000
LF Web Access (14)	\$1,400
LF Web Access Public Portal	\$14,000
SQL 2008 Laserfiche	\$634
SQL Processor License	\$5,073
Cisco ASA5510 (Firewall)	\$2,700

TOTAL \$83,532

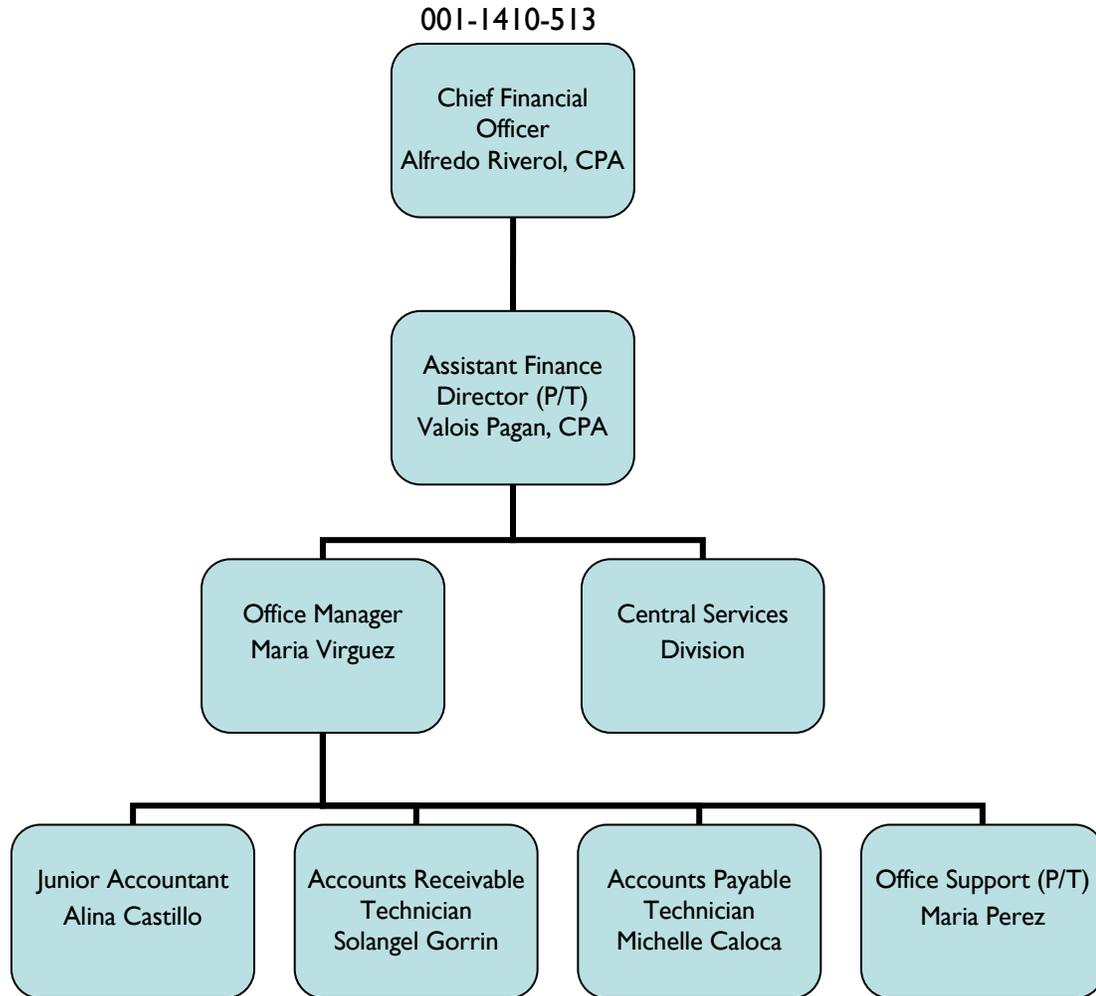
6430 Operating Equipment -

Cisco 2921 (Router for network to configure communications between sites and control communication between domains)	\$5,200
Laserfiche Server (Hardware required for Paperless environment software)	\$6,222

TOTAL \$11,422



FINANCE DEPARTMENT



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 payroll, accounts payable, accounts receivable, central collections, general ledger fund accounting, preparation of applicable state and federal reports, 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.

FINANCE DEPARTMENT ACCOMPLISHMENTS FOR FY 2011

- Provided accurate and timely budget and financial reports on a monthly basis to the City Manager.
- Processed payroll and associated Federal and State reports.
- Processed accounts payable, accounts receivable and reconciled all City accounts.
- Assisted the City Manager in the preparation of the Annual Operating and Capital Budget.
- Coordinated and assisted the independent auditors in the preparation of the Comprehensive Annual Financial Report.

FINANCE DEPARTMENT OBJECTIVES FOR FY 2012

- Provide accessible, accurate and meaningful financial data to stakeholders.
- Provide management reports to the City Manager's office, Mayor and Commission for use in the evaluation of the financial management and status of the City by the end of each month following the last three quarters.
- Complete the Comprehensive Annual Financial Report in a timely manner and obtain an unqualified audit opinion annually.
- Communicate with external auditors regarding complicated transactions and implementation of impending Governmental Accounting Standards.



FINANCE DEPARTMENT AUTHORIZED POSITIONS

POSITION/TITLE	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012
FULL TIME					
Chief Financial Officer	1	1	1	1	1
Office Manager	0	0	0	0	1
Accounting Manager	1	1	1	1	0
Department Head Secretary	1	1	1	0	0
Accts Receivable Technician	0	0	0	1	1
Parking/Collections Manager	1	1	1	0	0
Business Lic. Comp. Officer	1	1	1	1	0
Junior Accountant	1	1	1	1	1
Accounts Payable Technician	1	1	1	1	1
Total F/T	7	7	7	6	5
PART TIME					
Assistant Finance Director	0	0	0	0	1
Accounting Clerk II	0	1	1	1	1
Total P/T	0	1	1	1	2
TOTAL STAFF	7	8	8	7	7

FINANCE DEPARTMENT ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2008	ACTUAL FY 2009	ACTUAL FY 2010	PROJECTED FY 2011	ESTIMATED FY 2012
Number of Parking Decals Sold	461	333	988	788	750
Number of Cash Key Sold	129	154	88	25	15
Number of Cash Key Refills	494	558	535	150	143
Number of Private Haulers	52	59	55	75	85
Number of Payroll Periods Processed	26	26	27	26	26
Comprehensive Annual Fin. Rep. (CAFR)	1	1	1	1	1
Popular Annual Financial Report (PFAR)	0	0	0	1	1
Number of Annual Balanced Budget	1	1	1	1	1
Number of A/P Checks Processed	3493	3298	3114	3363	3200



FINANCE DEPARTMENT BUDGET FY 2012
001-1410-513

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	ACTUAL 2009-2010	BUDGET 2010-2011	ESTIMATE 2010-2011	APPROVED 2011-2012
1210	SALARIES - REGULAR	402,864	360,578	341,698	341,698	285,387
1310	SALARIES - PART TIME	21,250	20,474	26,988	26,988	72,335
2110	F.I.C.A.	31,342	28,649	28,204	28,204	27,366
2210	PENSION PLAN CONTRIBUTION	0	0	47,860	47,860	31,092
2220	DEFERRED COMPENSATION (ICMA)	0	0	5,787	5,787	6,866
2310	GROUP HEALTH INSURANCE	29,447	31,620	31,309	31,309	28,761
2410	WORKER'S COMPENSATION	0	0	2,028	2,028	1,967
	TOTAL PERSONNEL SERVICES	484,903	441,321	483,874	483,874	453,774
3100	PROFESSIONAL SERVICES	0	0	10,000	10,000	10,000
3210	AUDITOR'S FEE	0	0	55,500	55,500	58,000
3450	CONTRACTUAL SERVICES	209,990	211,310	215,000	215,000	10,000
4070	TRAVEL & CONFERENCE	1,286	893	1,200	1,200	1,400
4080	EDUCATION	2,634	285	0	0	0
4090	TUITION REIMBURSEMENT	0	0	2,126	2,126	1,063
4110	POSTAGE	0	0	7,030	7,030	7,030
4120	COMMUNICATION	0	0	1,740	1,740	1,500
4515	LIABILITY INSURANCE-AUTO	0	0	400	400	0
4620	MAINTENANCE - EQUIPMENT	-3	0	0	0	0
4634	MAINTENANCE COMP PROGRAMS	0	0	35,000	35,000	35,000
4710	PRINTING- INFRASTRUCTURE	0	0	1,668	1,668	1,668
5210	SUPPLIES	11,745	14,996	2,668	2,668	4,573
5230	FUEL	0	0	288	288	0
5410	MEMBERSHIPS & SUBSCRIPTIONS	1,793	1,816	1,760	1,760	2,210
	TOTAL OPERATING EXPENSES	227,445	229,300	334,380	334,380	132,444
6410	EQUIPMENT UNDER \$500	270	335	0	0	0
6430	EQUIPMENT OPERATING	4,889	5,476	636,570	636,570	0
	TOTAL CAPITAL OUTLAY	5,159	5,811	636,570	636,570	0
7110	DEBT SERVICE- PRINCIPAL	0	0	129,500	129,500	34,415
7210	DEBT SERVICE- INTEREST	0	0	5,500	5,500	0
	TOTAL DEBT SERVICE	0	0	135,000	135,000	34,415
	TOTAL FINANCE	717,507	676,432	1,589,824	1,589,824	620,634



FINANCE DEPARTMENT BUDGET HIGHLIGHTS

1210 Salaries Regular – Finance reduced full-time salaries due to the Local Business Tax Receipt Officer being transferred to the Code Enforcement Division.

1310 Salaries Part-Time – Finance has increased the part-time expense by acquiring the position of a part-time Assistant Finance Director.

3100 – Professional Services – As per City of South Miami Pension Ordinance Section 16-19(c) The employer shall pay the reasonable expenses of the pension board, including any expenses for legal and actuarial services. The cost of hiring an actuary to conduct an actuarial evaluation as required by GASB for Other Post Employment Benefits, which must be included in the CAFR.

3210 Auditor's Fee – The cost of an audit firm to perform the City's year-end financial audit, including any single audits pertaining to State and Federal grants plus any additional services as required by GASB or other auditing standards. Furthermore, as per City of South Miami Pension Ordinance Section 16-19(c) The employer shall pay the reasonable expenses of the pension board, including any expenses for legal and actuarial services. \$8,000 has been included within this account to cover the Pension Audit.

Comprehensive Annual Financial Audit	\$37,000
Pension Audit	\$11,000
Single Audit	\$5,000
OTHER Required Auditing Engagement	\$5,000
TOTAL	\$58,000

3450 Contractual Services – A reduction in this line item is due to the parking program has been reallocated to the Police Department, hence, Finance no longer provides within this line item the costs associated with Laz Parking, the City's parking operator. Finance has allocated \$10,000 for additional training and support of the new finance system.

4070 Travel & Conference - Costs of employees to attend conferences and seminars in order to remain current in their respective field. Includes the cost to maintain professional designations as well as educate and inform staff of the latest developments and trends in their respective field.

FGFOA Conference	\$500
Hotel: \$150, 3 nights	\$450
Airfare	\$450
TOTAL	\$1,400



4634 Maintenance Comp Program – The annual maintenance cost of the OneSolution Finance software.

5230 Fuel and lubricants –The Business Tax Receipt Collector has been reallocated to the Police Department, under the Code Enforcement Division. Since this position was the sole user of the vehicle in Finance, the vehicle and all expenses associated with the vehicle have been allocated to the Code Enforcement Division.

5410 Subscriptions & Memberships - Includes the cost to fund memberships and subscriptions to professional organizations.

GFOA Certificate of Excellence	\$450
GFOA Budget Recognition Award	\$300
GFOA Popular Annual Financial Report Award	\$450
CPA License Renewal	\$155
AICPA Dues	\$200
FICPA Dues	\$215
FGFOA Membership	\$25
S. Florida Government Fin Officer	\$25
GFOA Membership	\$190
Advancing Accounting Accountability	\$90
CGFM Certification	\$110
TOTAL	\$2,210

6430 Equipment Operating – In FY 2011, this account was used to account for the purchase of 38 new multi-space parking meters for the South Miami Downtown area. In FY 2012, the Police Department has allocated all expenditures associated with the City's Parking Program.

Furthermore, this respective account was used to account for the purchase of the City's new finance system. The new Finance and Community Development software is expected to be fully implemented in FY 2012.

7110 Debt Service Principal – This expense is to account for all expenses related to the principal payment of debt of the new Finance and Community Development Software. A reduction in this line item is due to the allocation of all expenditures associated with the City's Parking Program to the Police Department.

7210 Debt Service Interest - This expense was previously used to account for all expenses related to the interest payment of debt of the new multi-space parking pay stations. A reduction in this line item is due to the allocation of all expenditures associated with the City's Parking Program to Police Department.



FINANCE INSURANCE

001-1420-519

The Finance Insurance section of the budget included expenses related to liability insurance and warranties. This year's budget has applied those expenditures to the respective department in which they pertain in an effort to provide a more transparent department cost amount.

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	ACTUAL 2009-2010	BUDGET 2010-2011	ESTIMATE 2010-2011	APPROVED 2011-2012
2410	WORKERS' COMPENSATION	251,700	241,189	0	0	0
2510	UNEMPLOYMENT COMPENSATION	20,856	16,169	0	0	0
4510	LIABILITY INSURANCE	429,241	345,690	0	0	0
4520	PUBLIC EMPLOYEES BLANKET BOND	660	660	0	0	0
4540	BOILER & MACHINERY	0	0	0	0	0
4591	POLICE A.D.D.	2,508	1,780	0	0	0
4592	DEATH BENEFITS FOR PENSIONERS	0	0	0	0	0
	TOTAL FINANCE INSURANCE	704,965	605,488	0	0	0



CITY ATTORNEY'S OFFICE

001-1500-514

MISSION

The City Attorney is appointed by the City Mayor and Commission to serve as the chief legal advisor to the Commission, the City Manager, and all City departments, offices, and agencies. The City Attorney's Office represents the City in all legal proceedings. 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 between City departments and all legal representatives.

CITY ATTORNEY'S OFFICE FUNCTION

The City Attorney serves as the chief legal officer, providing legal guidance to the City Commission and City Administration on all matters affecting the City. The City Attorney provides legal advice in the areas of labor and personnel matters, real estate and real estate related matters, land use and zoning, legislation and related matters, Special Masters, Code Enforcement, all police matters, construction and construction related issues, sunshine laws, public records laws, conflict of interest issues and other ethical issues, the preparation and/or review of all contracts, all litigation including forfeitures, employment matters, eminent domain and tort liability.

The City Attorney is responsible for hiring all outside counsel. Outside counsel is utilized on a limited basis. The City Attorney handles and advocates the City's position in any potential litigation and supervises litigation and other legal matters that may be referred to outside counsel.

The City Attorney attends all regular and special City Commission meetings, SMCRA, Planning, agency, and board meetings. Attends other meetings as required by the Commission, prepares/reviews ordinances and resolutions, reviews and drafts contracts and monitors County and State legislation as it affects the City.

The City Attorney is an outside firm, which is contracted by the City for a flat fee to handle all City legal issues.



CITY ATTORNEY'S OFFICE OBJECTIVES FOR FY 2012

- The City Attorney's Office strives to provide the highest-quality legal services to City officials and administration in a timely manner and zealously represent the City's interests and positions in negotiations and litigation.
- The main objective is to protect the City from liability by practicing preventive law.
- The City Attorney and staff shall be continuously aware of the legal problems of the City, meet on a regularly scheduled basis with the City administration, and confer with department heads as needed to discuss, review and resolve legal matters related to the governance of the City of South Miami.
- Recommend and conduct training sessions as needed to reduce potential liability of the City. Prepare memoranda as needed for same purpose. Provide for continuing legal education and professional development of City Attorney staff.
- To handle legal matters concerning the City in accordance with the law and in a timely and efficient manner.
- Properly represent the interests of the City as directed in other legislative forums.
- Represent the City in civil cases initiated by or brought against the City. Supervise outside legal representation obtained by the City Attorney for specialized legal needs.
- Research and draft opinions on legal matters in response to requests of the City Commission and City administration staff. Monitor, review and publicize when requested by the City Commission, legislative and administrative matters of other governmental entities, and make recommendations and convey to others official positions as needed.
- Upon request, communicate clearly the positions of the City to legislators through letters, phone calls, personal visits and other communication methods with local, state and federal legislators, administrators and executive staff.
- As directed, represent the City at local, regional, state or federal legislative sessions, meetings, hearings or conferences, or similar administrative or executive meetings, hearings or conferences.
- To courteously handle all inquires from the public either via phone or in person relative to the City's ordinances, policies or procedures.



CITY ATTORNEY'S OFFICE BUDGET FY 2012

001-1500-514

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	ACTUAL 2009-2010	BUDGET 2010- 2011	ESTIMATE 2010-2011	APPROVED 2011- 2012
3120	LEGAL SERVICES - RETAINER	141,315	200,650	160,320	160,320	160,000
3410	LEGAL SERVICES -OUTSIDE LIT COSTS	185,854	150,447	295,000	295,000	175,000
3440	CONSULTING-LABOR	8,448	105,017	40,000	40,000	40,000
3452	CONTRACTUAL SVC-CODE ENF.	0	8,155	0	0	0
4065	CITY ATTORNEY'S EXPENSE	0	1,463	1,500	0	0
	TOTAL LEGAL SERVICES	335,617	465,732	496,820	495,320	375,000

CITY ATTORNEY'S OFFICE BUDGET HIGHLIGHTS

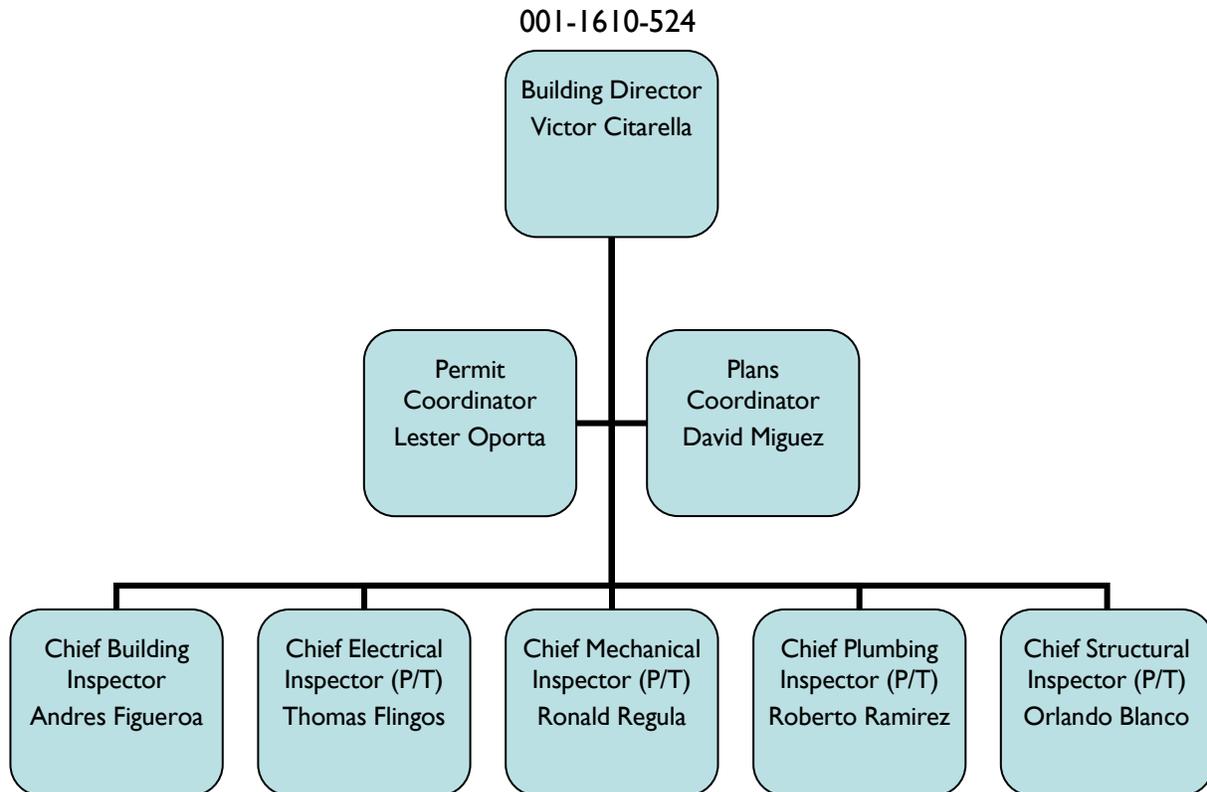
3120 Legal Services – Retainer – This expense line item is used to account the services of the City Attorney's Firm. The amount is set as a flat fee, which was approved by the Commission. The amount represents 80% of the total fee due and the SMCRA paying the remainder 20% for its respective needed legal services from the City Attorney.

3410 Legal Services – Outside – Due to the current issue involving some of the City's Debt related to the South Miami Parking Garage, specialized outside council has been obtained and the amount is estimated to cover the legal expense related to this issue. Other specialized legal counsel required throughout the fiscal year is paid from this line item. Furthermore, this line item encompasses other expenses related to services required such as, court fees, court reporters, etc.

3440 Consulting Labor –This line item is used to cover any legal fees, which the City may incur due to labor and union issues. The amount represents 80% of the total fee due and the SMCRA paying the remainder 20% for its respective needed legal labor services from the City Attorney.



BUILDING DEPARTMENT



MISSION

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.

FUNCTION

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. 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 2011

- Staff maintained cordial relations with developers, contractors and city residents, providing technical assistance and support while enforcing the applicable State and City codes
- Completed non-complex building plan documents review for



- compliance with the Florida Building Code within 10 days.
- Completed and documented field-building inspections within 24 hours of the initial request.
- Continued the routine update of the departmental website by updating information such as revised schedules for permit fees and provided downloadable applications for building permits.

BUILDING DEPARTMENT OBJECTIVES FY 2012

- Maintain high level of customer service during the performance of its operational duties and responsibilities.
- 100% of all building inspections requested daily before 4:00 pm to be completed and documented within two working days of the request.
- Keep track and review all departmental performance parameters and submit monthly reports.
- Make sure the inspectors have all the necessary training to complete all the inspections in a professional manner.
- Eighty percent (80%) of building permit applications will be processed within ten days and the remaining twenty percent (20%) within twenty days after approvals by other departments.
- Continue to keep accurate records of financial and workload parameters for the Department.



BUILDING DEPARTMENT KEY PERFORMANCE MEASUREMENTS

ACTIVITY	ACTUAL FY 2008	ACTUAL FY 2009	ACTUAL FY 2010	ESTIMATED FY 2011	PROJECTED FY 2012
Complete 90% of field inspections requested before 4:00 pm, during the next business day. Data shows percent of inspections completed on target.	90%	95%	95%	100%	100%
Contain departmental expenses within the original approved budget. Data shows percent of budget used	110%	97%	97%	98%	99%
Maintain minimum levels of professional certifications for staff by completing appropriate continuing education requirements. Data shows achievement level.	100%	100%	100%	100%	100%
Complete 90% of construction documents reviews by departmental plans examiners within 2 weeks EXCLUDING time for review by other departments. Data shows percent of reviews completed on target.	95%	98%	100%	100%	100%
Maintain departmental files properly organized in order to obtain appropriate data to comply with public information requests within 72 hours. Data shows achievement level.	98%	100%	100%	100%	100%



BUILDING DEPARTMENT AUTHORIZED POSITIONS

POSITION/TITLE	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012
FULL TIME					
Building Official/Director	1	1	1	1	1
Chief Building/Roofing Inspector/Plans Examiner	0	1	1	1	1
Permits Coordinator	1	1	1	1	1
Plans Coordinator	1	1	1	1	1
TOTAL F/T	3	4	4	4	4
PART TIME					
Chief Mechanical Inspector/Plans Examiner	1	1	1	1	1
Chief Electrical/Inspector/Plans Examiner	1	1	1	1	1
Chief Plumbing/Inspector/Plans Examiner	1	1	1	1	1
Chief Structural Inspector/Plans Examiner	1	1	1	1	1
TOTAL P/T	4	4	4	4	4
TOTAL STAFF	7	8	8	8	8



BUILDING DEPARTMENT ACTIVITY REPORT

ACTIVITY		ACTUAL FY 2008	ACTUAL FY 2009	ACTUAL FY 2010	PROJECTED FY 2011	ESTIMATED FY 2012
PERMITS:						
	Building	547	464	430	470	500
	Roofing	161	143	120	160	200
	Electrical	349	297	306	320	350
	Mechanical	163	100	120	120	130
	Plumbing	235	154	165	190	200
TOTAL PERMITS		1455	1,158	1,141	1,260	1,380
INSPECTIONS:						
	Building	1634	1,468	1,049	1,200	1,400
	Roofing	666	620	502	680	700
	Electrical	817	737	612	680	700
	Mechanical	381	357	286	320	350
	Plumbing	755	618	435	550	600
TOTAL INSPECTIONS		4253	3,800	2,884	3,430	3,750



BUILDING DEPARTMENT BUDGET FY 2012

001-1610-524

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	ACTUAL 2009-2010	BUDGET 2010-2011	ESTIMATE 2010-2011	APPROVED 2011-2012
1210	SALARIES - REGULAR	222,135	227,957	227,931	227,931	207,623
1310	SALARIES - PART TIME	135,823	135,239	135,720	135,720	122,717
2110	F.I.C.A.	27,688	28,296	27,819	27,819	25,271
2210	PENSION PLAN CONTRIBUTION	0	0	35,785	28,145	20,449
2220	ICMA RETIREMENT	0	0	0	6,540	5,911
2310	GROUP HEALTH INSURANCE	16,711	19,092	20,216	20,216	23,109
2410	WORKER'S COMPENSATION	0	0	9,291	9,291	8,406
	TOTAL PERSONNEL SERVICES	402,357	410,584	456,762	455,662	413,486
3150	CONTRACT INSPECTORS	13,350	2,100	3,000	3,000	3,000
3450	CONTRACTUAL SERVICES	3,393	0	2,000	2,000	1,000
4070	TRAVEL & CONFERENCE	32	11	0	0	0
4080	EMPLOYEE EDUCATION	1,722	0	0	0	0
4110	POSTAGE	0	0	683	683	180
4120	COMMUNICATION	0	0	360	360	360
4515	LIABILITY INSURANCE- AUTO	0	0	400	400	400
4710	PRINTING - INFRASTRUCTURE	0	0	1,668	1,668	1,668
5210	SUPPLIES	2,958	1,430	2,000	2,000	1,600
5220	UNIFORMS	999	1,685	0	0	1,000
5230	FUEL	0	0	0	1,100	1,127
5410	MEMBERSHIPS & SUBSCRIPTIONS	219	80	0	0	200
	TOTAL OPERATING EXPENSES	22,673	5,306	10,111	11,211	10,535
6420	OFFICE EQUIPMENT	3,560	0	0	0	0
	TOTAL CAPITAL OUTLAY	3,560	0	0	0	0
	TOTAL BUILDING	428,590	415,890	466,873	466,873	424,021



BUILDING DEPARTMENT BUDGET HIGHLIGHTS

1310 Salaries Part Time – The City has reduced all salaries within the Building Departments budget by approximately 9.6%.

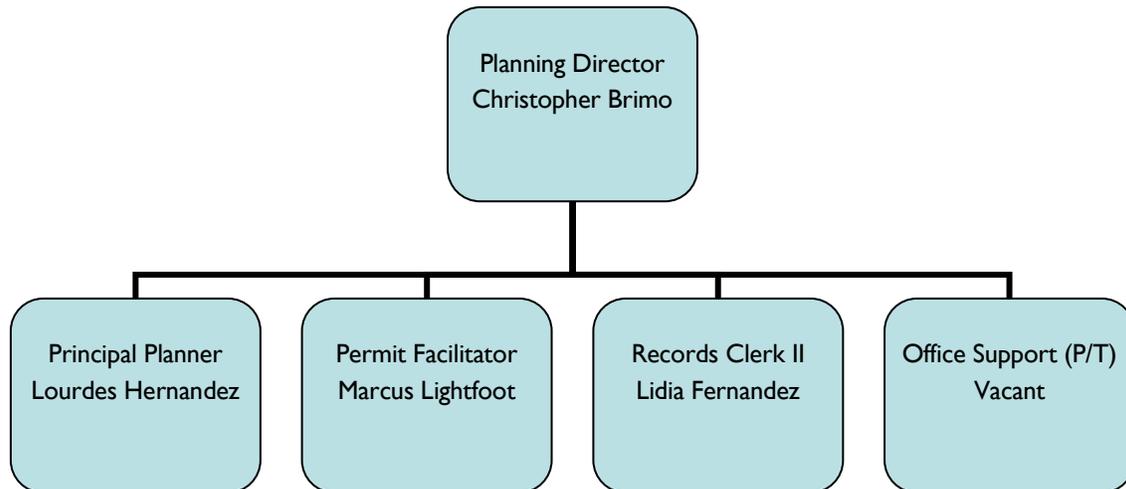
3150 Contract Inspectors - Funds are required to supplement permanent staff during vacation and/or during emergency periods.

3450 Contractual Services – Funds are required to pay part time professional specialty engineers, architects and consultants to conduct in-depth special analyses and inspections.



PLANNING AND ZONING DEPARTMENT

001-1620-524



MISSION

The Planning and Zoning Department is committed to providing the community with high-quality, proactive 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 & ZONING FUNCTION

The Planning and Zoning Department is responsible for providing professional assistance and expertise to elected officials, appointed boards, city management and citizens in the areas of planning, zoning, land use management, economic development and strategic decision making. 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, business license issuance, 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. These regulations control the development and implementation of our Master Plan, including Development Regulations, Concurrency Regulations, and other issues relating to the overall planning and land use function.



PLANNING & ZONING ACCOMPLISHMENTS FY 2011

- City Commission selection of the consultant for the 2012 Evaluation and Appraisal Report (EAR).
- Filed large scale amendments to the Comprehensive Plan Text and the Future Land Use Map with Department of Community Affairs.
- Through insight of the Planning and Zoning Department, two (2) properties have been successfully historically designated.
- Created the City's baseline for its Carbon Neutral Initiative.

PLANNING & ZONING OBJECTIVES FY 2012

- Begin the process for the 2012 Evaluation Appraisal Report (EAR).
- Prepare and file amendments to the Comprehensive Plan Text and the Future Land Use Map.
- Maintain the Land Development Codes of the City including the Official Zoning Map.
- Prepare and process amendments to the Land Development Code.
- Provide staff support to City of South Miami for the following Boards and Committees which include but are not limited to: Planning Board/Local Planning Agency, Environmental Review & Preservation Board, and Historic Preservation Board.
- Provide information and guidance to applicants seeking planning and zoning information.

PLANNING & ZONING DEPARTMENT ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2008	ACTUAL FY 2009	ACTUAL FY 2010	PROJECTED FY 2011	ESTIMATED FY 2012
Building Permits Reviewed	888	749	649	700	750
Requests for Microfilm Records	304	328	126	300	200
Items Processed for:					
Planning Board	48	35	45	50	55
Environm. Review & Preserv. Board	129	111	74	80	90
Historic Preservation Board	23	25	24	25	30



PLANNING & ZONING DEPARTMENT AUTHORIZED POSITIONS

POSITION/ TITLE	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012
FULL TIME					
Planning Director	1	1	1	1	1
Principal Planner/ERP	0	1	1	1	1
Planner/ERP	1	0	0	0	0
Permit Facilitator	1	1	1	1	1
Zoning Technician/Dept. Head	1	0	0	0	0
Administrative Assistant II	0	1	1	0	0
Records Clerk II	1	1	1	1	1
Total F/T	5	5	5	4	4
PART TIME					
Office Support	0	0	2	1	1
Total P/T	0	0	2	1	1
TOTAL STAFF	5	5	7	5	5



PLANNING AND ZONING DEPARTMENT BUDGET FY 2012

001-1620-524

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	ACTUAL 2009-2010	BUDGET 2010-2011	ESTIMATE 2010-2011	APPROVED 2011-2012
1210	SALARIES - REGULAR	272,379	287,968	243,761	243,761	234,182
1310	SALARIES - PART TIME	32,049	23,618	19,575	19,575	19,575
1410	OVERTIME	139	0	0	0	0
2110	F.I.C.A.	22,907	22,436	20,145	20,145	19,412
2210	PENSION PLAN CONTRIBUTION	0	0	38,270	23,150	23,368
2220	ICMA RETIREMENT	0	0	0	3,600	6,539
2310	GROUP HEALTH INSURANCE	17,861	21,550	19,935	19,935	22,811
2410	WORKER'S COMPENSATION	0	0	975	975	939
	TOTAL PERSONNEL SERVICES	345,335	355,572	342,661	331,141	326,825
3100	PROFESSIONAL SERVICES	630	847	440	440	440
3450	CONTRACTUAL SERVICES	44,490	55,479	65,848	52,350	22,450
3480	MICROFILMING - DIGITIZING	1,375	1,444	1,544	1,544	1,445
4070	TRAVEL & CONFERENCE	24	68	0	0	0
4080	EMPLOYEE - EDUCATION	915	0	0	0	0
4110	POSTAGE	0	0	1,876	1,876	1,876
4120	COMMUNICATION	0	0	360	360	2,280
4515	LIABILITY INSURANCE - AUTO	0	0	400	400	400
4620	MAINTENANCE-OPER EQPT.	4,721	4,909	5,009	5,009	7,410
4710	PRINTING-INFRASTRUCTURE	0	0	3,335	3,335	3,335
4910	LEGAL ADS	0	1,915	3,587	3,587	3,587
5210	SUPPLIES	3,628	3,323	2,886	2,886	2,886
5230	FUEL	0	0	0	120	144
5410	MEMBERSHIPS & SUBSCRIPTIONS	1,564	732	1,252	1,252	1,162
	TOTAL OPERATING EXPENSES	57,347	68,717	86,537	73,159	47,415
6410	EQUIPMENT UNDER \$500	874	0	0	0	0
	TOTAL CAPITAL OUTLAY	874	0	0	0	0
	TOTAL PLANNING & ZONING	403,556	424,289	429,198	404,300	374,240



PLANNING & ZONING DEPARTMENT BUDGET HIGHLIGHTS

3100 Professional Services – Four property title searches at \$110.00 each to be completed by the Attorney's Title Fund Services, LLC.

3450 – Contract Services – Planning Consultant was eliminated and the City has elected to not move forward with the Evaluation & Appraisal report considering the recent elimination of the Florida Department of Community Affairs. The City has allocated \$22,450 for additional planning services.

4620 Maintenance Operating Equipment – This line item represents the costs associated the annual maintenance and licenses for all City software and equipment related to the Planning Department.

Yearly maintenance agreement for the Alchemy	\$2,115
Yearly maintenance agreement for the Fujitsu M4097D Scanner	\$1,112
Yearly maintenance agreement for the Contex Crystal Series Large Scale Scanner	\$1,683
Land Development Code (Municode)	\$2,500
TOTAL	<u>\$7,410</u>

4910 Legal Ads – In anticipation of this FY Citywide zoning changes, additional notices must be provided to the public as part of the overall process.

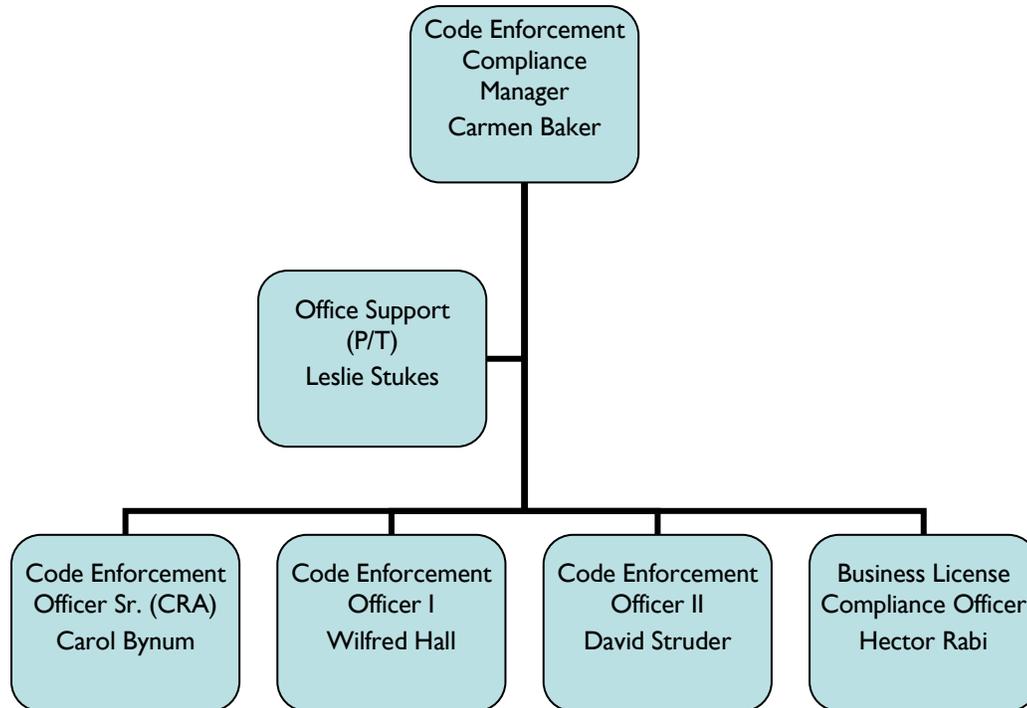
5410 Memberships and Subscriptions –

One year subscription to Florida Trend Magazine	\$20
One year subscription to Monthly Zoning Bulletins	\$168
National Membership in American Planning Association	\$554
Associate American Institute of Architects	\$355
US Green Building Council South Florida Chapter	\$65
TOTAL	<u>\$1,162</u>



CODE ENFORCEMENT DIVISION

001-1640-524



MISSION

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

CODE ENFORCEMENT OFFICE FUNCTION

To enforce zoning, building, business tax license, abandoned vehicles, residential and commercial property maintenance, and minimum housing codes and regulations. To prepare, schedule and present Code Enforcement Hearings and provide administrative support to Special Magistrate. Our 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 OFFICE ACCOMPLISHMENTS FOR FY 2011

- Conducted pro-active property and business inspections and/or investigations, which were determined to be code violations
- Provided a number of lien searches, which included researching property data and ownership, researching business licensing and ownership information, Code interpretation, identified appropriate corrective actions needed to resolve complaints.
- Developed and implemented new enforcement approaches including the enforcement of parking lots and landscaping, the stop and knock policy, ceased the certified mailings of courtesy notices, etc. - created a new more respected, professional face for enforcement in this community.
- Improved officer's documentation, basic case management, and hearing presentations to include a higher success rate on appeals.
- Established and implemented a case stipulation process designed to encourage voluntary compliance and thereby assisted constituents to avoid the lien process.

CODE ENFORCEMENT OFFICE OBJECTIVES FOR FY 2012

- Develop the implementation of a formal reporting system through the upcoming One Solution database helpful to identify trends and forecast needs as well as monitor departmental performance (i.e., follow-up on open and closed case and compliance times).
- Continue to undertake the lien process in earnest.
- Continue to develop work flow processes that strengthen the City's infrastructure.
- Enforce recycling by businesses. Ticket uncontained trash in front yards and easements.
- Continue to conduct pro-active businesses inspections to ensure all businesses pay the appropriate payment of business tax.
- Develop, institute and implement a foreclosure registration requirement for unsightly abandoned/vacant homes undergoing foreclosure; in order to reduce the negative impact on our neighborhoods.
- Demolish unsafe structures, which cause depreciation of surrounding neighborhood property values.



CODE ENFORCEMENT DIVISION AUTHORIZED POSITIONS

POSITION/TITLE	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012
FULL TIME					
Code Enforcement Manager	1	1	1	1	1
Senior Code Enforcement Officer	1	1	1	1	1
Code Enforcement Officers II	2	3	3	2	1
Code Enforcement Officers I	0	0	0	0	1
Local Business Tax Comp Officer	0	0	0	0	1
Total F/T	4	5	5	4	5
PART TIME					
Office Support	0	0	2	1	1
Total P/T	0	0	2	1	1
TOTAL STAFF	4	5	7	5	6

CODE ENFORCEMENT OFFICE ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2009	ACTUAL FY 2010	PROJECTED FY 2011	ESTIMATED FY 2012
NEW CASES	1,149	512	1,200	1,200
CLOSED CASES	941	600	274	300
SPECIAL MAGISTRATE HEARINGS	103	139	200	200
LIENS RECORDED/RELEASED	88	100	75	75
LIEN SEARCHES	N/A	300	420	500
CITIZEN COMPLAINTS	291	510	250	200
BUSINESS INSPECTIONS	N/A	N/A	2,000	5,000
BUSINESS BTR CITATIONS	N/A	N/A	500	800
BTRS NEW	N/A	N/A	1,000	1,200
BTR'S NEW - REVENUE	N/A	N/A	**\$131,500	\$140,000
BTR RENEWALS - REVENUE	N/A	N/A	**\$366,482.46	TBD
LIEN SEARCHES - REVENUE	N/A	N/A	\$51,000	\$65,000
BTR PENALTY/FINES	N/A	N/A	\$78,000	\$80,000



CODE ENFORCEMENT BUDGET FY 2012

001-1640-524

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	ACTUAL 2009-2010	BUDGET 2010- 2011	ESTIMATE 2010-2011	APPROVED 2011- 2012
1210	SALARIES - REGULAR	276,048	246,715	232,496	232,496	212,752
1310	SALARIES - PART TIME	0	7,134	15,308	15,308	16,130
1410	OVERTIME	90	0	0	0	0
2110	F.I.C.A.	20,904	19,240	18,957	18,957	17,509
2210	PENSION PLAN CONTRIBUTION	0	0	36,502	36,502	35,317
2310	GROUP HEALTH INSURANCE	23,287	20,330	21,995	21,995	22,992
2410	WORKER'S COMPENSATION	0	0	21,406	21,406	18,787
	TOTAL PERSONNEL	320,329	293,419	346,664	346,664	323,487
3111	CONTRACTUAL - SPECIAL MASTER	1,875	1,300	2,700	2,700	2,700
3450	CONTRACTUAL	4,437	8,688	20,000	20,000	20,000
4070	TRAVEL & CONFERENCE	0	0	1,000	1,000	916
4080	EMPLOYEE EDUCATION	732	1,695	0	0	1,305
4110	POSTAGE	0	0	7,000	7,000	7,000
4120	COMMUNICATION	0	0	2,820	2,820	4,350
4515	LIABILITY INSURANCE-AUTO	0	0	1,000	1,000	1,800
4710	PRINTING-INFRASTRUCTURE	0	0	1,668	1,668	1,668
4920	OTHER CHARGES-LIENS	2,463	586	1,765	1,765	2,775
5210	SUPPLIES	3,751	502	3,635	3,635	1,127
5220	UNIFORMS	1,355	379	1,000	1,000	1,200
5230	FUEL	0	0	1,217	4,917	5,978
5410	MEMBERSHIPS & SUBSCRIPTIONS	120	345	345	345	330
	TOTAL OPERATING EXPENSES	14,733	13,495	44,150	47,850	51,149
6410	EQUIPMENT UNDER \$500	562	0	0	0	0
6420	OFFICE EQUIPMENT	1,155	2,188	0	0	0
	TOTAL CAPITAL OUTLAY	1,717	2,188	0	0	0
	TOTAL CODE ENFORCEMENT	336,779	309,102	390,814	394,514	374,636



CODE ENFORCEMENT OFFICE BUDGET HIGHLIGHTS

3450 Contractual Services – This line item is used to cover the cost of lot clearing, overgrown properties, debris removal & board-ups. A cost recovery plan is in place.

4920 Other Charges – Liens – These are estimated costs associated with lien and lien release court recordings.

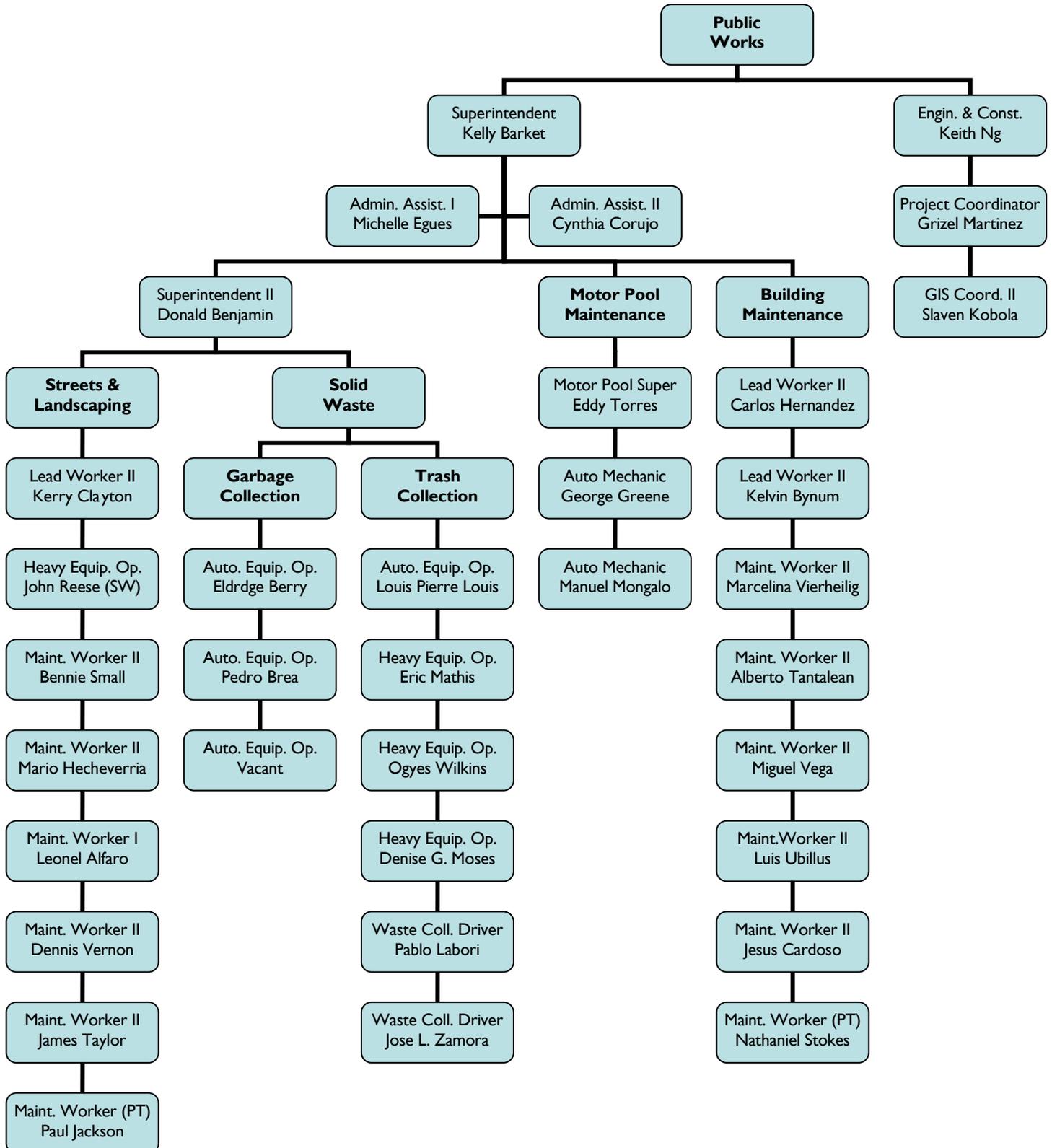
5210 Supplies – This line item includes office supplies.



PUBLIC WORKS DEPARTMENT



PUBLIC WORKS ORGANIZATIONAL CHART





BUILDING MAINTENANCE DIVISION

001-1710-519

MISSION

The Division's mission is to 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 2011

- Installed holiday tree lighting and decorations Downtown South Miami.
- CAA Headstart – painted and repaired the building's interior walls. Cleaned carpets, stripped and sealed floors.
- Installed 8 new hand driers and drinking water fountains at the Gibson-Bethel Community center.
- Installed 3 new water drinking fountains at Murray Park and Fuchs Park.
- Installed electric power and lighting at Fuchs Park gazebo.
- Installed of security cameras within the Public Works yard.
- Pressure cleaned, repaired walls and painted the police building and the Building Maintenance bays at the Public Works yard.
- Completed improvements to the city's records storage room at Public Works, improvements included, installation of A/C unit, wall repairs, painting, lighting, construction of additional shelves, pressure cleaning, roof sealing and organization of records.
- Supervised the installation of new roofs at the Dante Fascell Park pavilions and completed numerous building repairs and painting.



BUILDING MAINTENANCE DIVISION OBJECTIVES FOR FY 2012

- Request bi-annual inspections of key facilities by Safety Experts for recommendations. Partner with other City departments and outside public agencies.
- Seek grant funding to support Energy Audit of all City Buildings and implement recommendations in order to reduce energy usage.
- Continue to reduce cost of energy by implementing energy efficient measures that can be completed in-house.
- Continue to “GO GREEN” in the Janitorial Division, by increasing the use of environmentally-friendly “green” products.

BUILDING MAINTENANCE DIVISION AUTHORIZED POSITIONS

POSITION/TITLE	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012
FULL TIME					
Lead Worker	1	0	1	1	1
Lead Worker II	0	2	2	2	2
Maintenance Worker III	1	0	0	0	0
Maintenance Worker II	4	5	5	4	4
TOTAL F/T	6	7	8	7	7
PART TIME					
Maint. Worker II	5	1	1	1	1
TOTAL P/T	5	1	1	1	1
TOTAL STAFF	11	8	9	8	8



BUILDING MAINTENANCE DIVISION ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2008	ACTUAL FY 2009	ACTUAL FY 2010	PROJECTED FY 2011	ESTIMATED FY 2012
Changing AC Filters	1056	591	537	537	550
Unscheduled Repairs and Work Requests	460	1236	1086	1086	1086
Sweeping and Mopping of Floors [Sq. Ft.]	3953664	4145856	4145899	4145899	4145899
Vacuuming of Carpets [Sq. Ft.]	412536	1787656	178770	178770	178770
Buffing of Floors [Sq. Ft.]	54612	45510	45505	45505	45505
Cleaning of Bathrooms	6426	7659	7677	7677	7677
Cleaning of Kitchen Counters and Sinks	2380	2546	2542	2542	2542
Cleaning of Appliances	180	230	257	257	257
Cleaning of Water Fountains	1008	1032	1008	1008	1008
Cleaning of Windows	108	212	213	213	213
Cleaning of Fish Pond	52	52	52	52	52



BUILDING AND MAINTENANCE BUDGET FY 2012
001-1710-519

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	ACTUAL 2009-2010	BUDGET 2010-2011	ESTIMATE 2010-2011	APPROVED 2011-2012
1210	SALARIES - REGULAR	333,867	253,463	223,395	223,395	223,395
1310	SALARIES - PART TIME	12,105	12,567	19,575	19,575	20,880
1410	OVERTIME	11,024	6,911	4,000	4,000	4,000
2110	F.I.C.A.	26,601	20,547	18,893	18,893	18,993
2210	PENSION PLAN CONTRIBUTION	0	0	35,701	35,701	37,712
2310	GROUP HEALTH INSURANCE	34,732	36,189	36,067	36,067	39,734
2410	WORKER'S COMPENSATION	0	0	12,497	12,497	12,563
	TOTAL PERSONNEL SERVICES	418,329	329,677	350,127	350,127	357,276
3450	CONTRACTUAL SERVICES	46,213	37,252	15,307	15,307	15,307
4070	TRAVEL AND CONFERENCE	218	0	250	250	250
4080	EMPLOYEE EDUCATION	693	198	0	0	400
4120	COMMUNICATION	0	0	0	0	1,248
4310	UTILITES-ELECTRIC	123,617	115,156	120,000	120,000	114,000
4320	UTILITIES-WATER	26,077	22,146	30,000	30,000	27,000
4455	LEASE PURCHASE-TRUCKS	2,357	17,039	0	0	0
4620	MAINT & REPAIR OPER EQUIP	238	250	250	250	250
4670	MAINT & REPAIR-GDS & STRUCT	64,917	77,111	75,000	75,000	62,000
4680	MAINT & REP-OUTSIDE SVC	0	-693	0	0	0
5210	SUPPLIES	20,148	25,364	30,000	30,000	29,400
5220	UNIFORMS	2,253	3,132	3,250	3,250	3,250
	TOTAL OPERATING EXPENSES	286,731	296,954	274,057	274,057	253,105
6410	EQUIPMENT UNDER \$500	1,782	120	0	0	0
6430	OPERATING EQUIPMENT	27,526	3,784	0	0	0
	TOTAL CAPITAL OUTLAY	29,308	3,904	0	0	0
7110	DEBT- PRINCIPAL	0	0	21,016	21,016	0
7210	DEBT- INTEREST	0	0	1,894	1,894	0
	TOTAL DEBT SERVICE	0	0	22,910	22,910	0
	TOTAL BUILDING MAINT.	734,368	630,535	647,094	647,094	610,381



BUILDING MAINTENANCE DIVISION BUDGET HIGHLIGHTS

1410 Overtime – Funds are used to address emergencies in the City’s buildings during off hours and to perform work that cannot take place during regular work hours.

3450 Contractual Services

Burglar alarm monitoring	\$2,460
Fire Alarms certifications, monitoring and maintenance	\$6,360
Elevator maintenance (Police & Community Center)	\$4,587
Exterminator Services	\$1,900
TOTAL	<u>\$15,307</u>

4310 Utilities-Electric – This line item includes payment to FPL for electric utilities of City buildings and structures.

4320 Utilities-Water – Payments to Miami Dade County Water & Sewer Department for the use of water and sewer in City buildings and right-of-ways irrigation systems.

4670 Maintenance and Repair Grounds & Structures

Security systems repairs, locks and keys	\$1,500
Paint, and painting supplies	\$2,500
A/C repairs, parts, filters	\$10,000
Electrical repairs, parts and supplies	\$9,000
Lighting parts and supplies	\$4,000
Plumbing repairs, parts & supplies	\$5,000
Lumber & construction materials	\$5,000
Tools rental	\$1,000
Roofing repairs & supplies	\$3,000
Burglar alarms repairs	\$1,000
Hardware supplies	\$3,000
Water filters	\$500
Installation of 3" backflow preventer at City Hall as required by MDWASD	\$3,500
Repairs and purchases of shelves, storage cabinets, drinking fountains, hand dryers, etc	\$6,000
Purchase of holiday lights - Downtown	\$7,000
TOTAL	<u>\$62,000</u>

5210 Supplies – This line item includes the purchase of janitorial supplies, paper goods, trash bags and other supplies related to the maintenance of the city’s buildings and structures.



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 2011

- Implemented new yard waste recycling to increase the City’s recycling efforts and reduce cost of dumping at the landfills.
- Revised and updated solid waste collection routes that resulted in reduced cost with no impact to service.
- Performed Street Cleaning and Garbage maintenance during Footlocker 10K run.

SOLID WASTE DIVISION OBJECTIVES FOR FY 2012

- Continue to provide a high level of service to the city residents.
- Improve trash hole filling program.
- Promote recycling to save tipping fees and benefit environment.



SOLID WASTE DIVISION AUTHORIZED POSITIONS

POSITION/TITLE	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012
FULL TIME					
Superintendent	1	1	1	0	0
Garbage Collection					
Auto Equipment Operator	4	3	3	4	4
Trash Collection					
Auto Equipment Operator	4	1	1	1	1
Heavy Equipment Operator	3	3	3	3	3
Waste Collection Driver	2	2	2	2	2
TOTAL F/T	14	10	10	10	10
TOTAL STAFF	14	10	10	10	10

SOLID WASTE DIVISION ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2008	ACTUAL FY 2009	ACTUAL FY 2010	PROJECTED FY 2011	ESTIMATED FY 2012
Garbage [tons]	3356	2990	2568	3039	3040
Trash [tons]	6651	6080	6002	4334	4500
Excess Trash Pickup	152	113	70	103	110
Filling of Trash Hoes	191	441	181	463	465
Pickup of Litter Cans	15450	17048	15515	15766	15670
Inst. & Removal of Banners	188	410	128	214	215



SOLID WASTE DIVISION DEBT SERVICE

DUMP TRUCK
ORDINANCE # 30-07-1931
Solid Waste
001-1720-534

FY	DATE	AMOUNT	PRINCIPAL	INTEREST	BALANCE
FY 08	11/30/2007	14,597.00	14,597.00	0.00	53,098.00
FY 09	11/30/2008	14,597.00	12,521.00	2,076.00	40,577.00
FY 10	11/30/2009	14,597.00	13,010.00	1,587.00	27,567.00
FY 11	11/30/2010	14,597.00	13,519.00	1,078.00	14,048.00
FY 12	11/30/2011	14,597.00	14,048.00	549.00	0.00
	TOTAL	72,985.00	67,695.00	5,290.00	



SIDE LOADER & DUMP TRUCK

ORDINANCE 54-08-1989

001-1720-534

\$225,573.00

\$73,623.00

SIDE LOADER

FY	DATE	AMOUNT	PRINCIPAL	INTEREST	BALANCE
2009	5/23/2009	49,123.68	46,753.59	2,370.09	178,819.41
2010	2/23/2010	49,123.68	43,297.13	5,826.55	135,522.28
2011	2/23/2011	49,123.68	43,283.97	5,839.71	92,238.31
2012	2/23/2012	49,123.68	45,149.09	3,974.59	47,089.22
2013	2/23/2013	49,123.87	47,089.22	2,034.65	0.00
TOTAL		245,618.59	225,573.00	20,045.59	

DUMP TRUCK

FY	DATE	AMOUNT	PRINCIPAL	INTEREST	BALANCE
2009	5/23/2009	16,033.09	15,259.53	773.56	58,363.47
2010	2/23/2010	16,033.09	14,131.41	1,901.68	44,232.06
2011	2/23/2011	16,033.09	14,127.11	1,905.98	30,104.95
2012	2/23/2012	16,033.09	14,735.85	1,297.24	15,369.10
2013	2/23/2013	16,033.09	15,369.10	664.08	0.00
TOTAL		80,165.45	73,623.00	6,542.54	



SOLID WASTE DIVISION BUDGET FY 2012

001-1720-519

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	ACTUAL 2009-2010	BUDGET 2010-2011	ESTIMATE 2010-2011	APPROVED 2011-2012
1210	SALARIES - REGULAR	446,886	441,451	400,489	400,489	370,403
1410	OVERTIME	9,433	8,841	7,000	7,000	7,000
2110	F.I.C.A.	34,584	34,647	30,637	30,637	28,871
2210	PENSION PLAN CONTRIBUTION	0	0	62,877	62,877	62,649
2310	GROUP HEALTH INSURANCE	44,615	50,998	52,780	52,780	51,332
2410	WORKER'S COMPENSATION	0	0	56,749	56,749	53,478
	TOTAL PERSONNEL SERVICES	535,518	535,937	610,532	610,532	573,733
3470	INTERLOCAL AGREE RECYCLING	109,515	82,567	85,100	85,100	85,800
4070	TRAVEL & CONFERENCE	0	0	0	0	200
4080	EMPLOYEE EDUCATION	198	0	0	0	300
4340	REFUSE DISPOSAL FEE	606,006	575,535	409,100	409,100	575,000
4341	REFUSE DISPOSAL FEE- RECYCLING	0	0	146,000	146,000	0
4455	LEASE PURCHASE-TRUCKS	189,842	142,369	0	0	0
5210	SUPPLIES	2,183	2,051	9,000	9,000	2,700
5220	UNIFORMS	3,051	3,297	4,000	4,000	4,000
	TOTAL OPERATING EXPENSES	910,795	805,819	653,200	653,200	668,000
6430	OPERATING EQUIPMENT	6,809	0	0	0	0
6450	CAPITAL LEASE	441,305	0	0	0	0
	TOTAL CAPITAL OUTLAY	448,114	0	0	0	0
7110	DEBT- PRINCIPAL	0	0	79,937	79,937	74,573
7210	DEBT- INTEREST	0	0	9,636	9,636	6,006
	TOTAL DEBT SERVICE	0	0	89,573	89,573	80,579
	TOTAL SOLID WASTE	1,894,427	1,341,756	1,353,305	1,353,305	1,322,312



SOLID WASTE DIVISION BUDGET HIGHLIGHTS

1410 Overtime – Overtime is used for emergency situations to complete garbage or trash routes delayed due to equipment breakdown, to provide garbage pickup during scheduled holidays, installation of banners in the City’s right-of-way early in the morning due to traffic and safety measures, and for events which require employees to work on weekends.

4340 Refuse Disposal Fee -

5210 Supplies

Hard hats	\$100
Hood jackets	\$200
Rain coats	\$200
Black support belt/suspenders	\$200
Push brooms	\$200
Rakes	\$300
Waste can liners	\$1,500

TOTAL \$2,700



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 value and accountability.

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-ways 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; supervising storm drain pipe cleaning; inspections of illicit discharges; canal litter and debris cleaning, as needed; sidewalk and curb repairs; management of irrigation systems citywide; responding to emergency spills; and seasonal city decorations.

STREETS AND LANDSCAPING DIVISION ACCOMPLISHMENTS FOR FY 2011

- Performed schedule gum removal and pressure cleaning of sidewalks in downtown South Miami.
- Completed inspection of the City's Storm Water System as required by NPDES Storm Water Permit.
- Installed of holiday tree lighting and decorations Downtown South Miami.
- Grinded sidewalks throughout the city to remove trip hazards and avoid more costly sidewalk repairs.

STREETS AND LANDSCAPING DIVISION OBJECTIVES FOR FY 2012

- Landscape and roadway improvement program – Search and apply for grants to continue more landscape and roadway improvement projects. Obtain the assistance of the Grant writer to secure more grants.
- Increase overall roadway safety – Timely repair of potholes and removal of debris and other dangerous objects from right of way. Timely repair damaged sidewalks to eliminate liability to the City.
- Monitor lighting and electrical easements. Continue to monitor street lighting to facilitate FPL's repairs and upgrade of areas with low lighting. Monitor yearly maintenance of easement and high trees under power lines.



STREET & LANDSCAPING DIVISION AUTHORIZED POSITIONS

POSITION/TITLE	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012
FULL TIME					
Superintendent Street/Landscape	0	0	0	0	1
Lead Worker	1	0	0	0	0
Lead Worker II	0	1	1	1	1
Maintenance Worker III	1	1	1	1	0
Maintenance Worker II	5	6	6	5	4
TOTAL F/T	7	8	8	7	6
PART TIME					
Maint. Worker I Summer	2	1	1	1	1
TOTAL P/T	2	1	1	1	1
TOTAL STAFF	9	9	9	8	7

STREET & LANDSCAPING DIVISION ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2008	ACTUAL FY 2009	ACTUAL FY 2010	PROJECTED FY 2011	ESTIMATED FY 2012
Mowing of Street's Medians	1204	763	951	951	951
Mowing of City Buildings' Sites	84	67	75	75	75
Litter Pickup on City's ROW's	1063	843	850	850	850
Sweeping of Streets [miles]	4032	2634	2645	2645	2645
Pressure-Cleaning of Sidewalks	54	57	53	53	53
Inspection of Storm Drains	684	730	111	111	111
Cleaning of Drainage Pipes [feet]	897	1892	117	0	117
Cleaning of Storm Drains	62	254	1	0	1
Citywide Insp. of Street Lights	12	17	18	18	18
Removal of Graffiti	304	264	309	305	308
Triming of Street Trees	226	590	402	368	401
Inst. & Repair of Street Signs	52	64	229	90	115
Repair of Potholes, Citywide	48	69	169	141	155
Painting of Curbs [blocks]	32	12	20	3	13



STREETS AND LANDSCAPING DIVISION DEBT SERVICE

WATER TRUCK
ORDINANCE 30-07-1931
\$102,468

FY	DATE	AMOUNT	PRINCIPAL	INTEREST	BALANCE
FY 08	11/30/2007	22,096.00	22,096.00	0.00	80,372.00
FY 09	11/30/2008	22,095.00	18,952.00	3,143.00	61,420.00
FY 10	11/30/2009	22,095.00	19,693.00	2,402.00	41,727.00
FY 11	11/30/2010	22,095.00	20,463.00	1,632.00	21,264.00
FY 12	11/30/2011	22,095.00	21,264.00	831.00	0.00
	TOTAL	110,476.00	102,468.00	8,008.00	

F-250
ORDINANCE 54-08-1989
\$26,695.00

FY	DATE	AMOUNT	PRINCIPAL	INTEREST	BALANCE
2009	5/23/2009	5,813.45	5,532.97	280.48	21,162.03
2010	2/23/2010	5,813.45	5,123.92	689.53	16,038.11
2011	2/23/2011	5,813.45	5,122.36	691.09	10,915.75
2012	2/23/2012	5,813.45	5,343.09	470.36	5,572.66
2013	2/23/2013	5,813.45	5,572.66	240.79	0.00
	Total	29,067.25	26,695.00	2,372.25	



STREETS & LANDSCAPING DIVISION BUDGET FY 2012

001-1730-519

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	ACTUAL 2009-2010	BUDGET 2010-2011	ESTIMATE 2010-2011	APPROVED 2011-2012
1210	SALARIES - REGULAR	303,308	288,354	243,595	243,595	245,729
1310	SALARIES - PART TIME	4,417	14,607	18,270	18,270	19,575
1410	OVERTIME	10,167	4,998	7,000	7,000	7,000
2110	F.I.C.A.	23,770	23,375	20,568	20,568	20,831
2210	PENSION PLAN CONTRIBUTION	0	0	39,343	39,343	41,953
2310	GROUP HEALTH INSURANCE	40,394	37,260	37,767	37,767	39,616
2410	WORKER'S COMPENSATION	0	0	26,026	26,026	26,359
	TOTAL PERSONNEL SERVICES	382,056	368,594	392,570	392,570	401,063
3450	CONTRACTUAL SERVICES	107,076	83,323	47,268	47,268	37,268
4070	TRAVEL AND CONFERENCE	195	0	450	450	300
4080	EMPLOYEE EDUCATION	990	966	0	0	700
4120	COMMUNICATION	0	0	0	0	1,050
4455	LEASE PURCHASE-TRUCKS	22,194	22,095	0	0	0
4625	LANDSCAPE MAINTENANCE	29,760	16,443	27,000	27,000	21,000
4640	MAINT & REP. STREETS & PARKWYS	15,708	20,353	20,000	20,000	12,800
4650	ELECTRICITY	98,998	96,454	110,000	150,000	103,000
4670	MAINT & REP-GDS & STRUCT	2,986	3,741	4,000	4,000	2,500
5210	SUPPLIES	2,192	3,415	3,500	3,500	3,400
5220	UNIFORMS	2,504	2,778	3,600	3,600	3,600
5245	TOOLS	485	0	2,641	2,641	500
	TOTAL OPERATING EXPENSES	283,088	249,568	218,459	258,459	186,118
6410	EQUIPMENT UNDER \$500	360	2,486	0	0	0
6430	OPERATING EQUIPMENT	18,754	3,500	0	0	0
	TOTAL CAPITAL OUTLAY	19,114	5,986	0	0	0
7110	DEBT- PRINCIPAL	0	0	25,585	25,585	26,602
7210	DEBT- INTEREST	0	0	2,323	2,323	1,312
	TOTAL DEBT SERVICE	0	0	27,908	27,908	27,914
	TOTAL STREET & LANDSC.	684,258	624,148	638,937	678,937	615,095



STREETS AND LANDSCAPING DIVISION BUDGET HIGHLIGHTS

1410 Overtime – Overtime is necessary in this division to address emergency road situations during off hours, banner installations that need to be installed during early hours of the morning due to safety conditions, to provide for downtown clean up on holidays and to work city events, which require for employees to work during the weekend.

3450 Contract Services – Landscape Maintenance Contract for City’s medians & traffic circles.

4625 Landscape Maintenance – This account covers expenses for landscape materials like trees, shrubs, sod, and mulch as well as repair cost for tree removal and stump grinding equipment.

4640 Maintenance and Repair Streets & Parkways

Signs, poles and hardware	\$3,500
Top soil	\$2,000
Fill	\$1,000
Cold patch asphalt	\$1,500
Message board	\$500
Graffiti remover	\$1,500
Irrigation repairs, parts and supplies	\$2,500
Barricades, battery replacements	\$300
TOTAL	\$12,800

4650 Electricity – Funds for citywide street lighting

5210 Supplies

Ear muffs	\$200
Dust mask	\$200
Safety supplies	\$400
First aid kits	\$400
Round up	\$700
Graffiti removers	1000
Rust aid	\$500
TOTAL	\$3,400

5245 Tools – This account includes expenses previously budgeted on account 6410. In addition to miscellaneous landscaping hand tools like rakes, shovels, picks, brooms and other hand tools used to perform landscaping work, this line item also includes the purchase of one weed trimmer and five chain saws. These will aid the department in preparations for Hurricane season and performing regular scheduled tree trimming maintenance.



EQUIPMENT MAINTENANCE (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.

EQUIPMENT MAINTENANCE (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 and fuel inventory; arranging for underground fuel storage tank inspections; purchasing and managing the vehicles and equipment (motor pool).

EQUIPMENT MAINTENANCE (MOTOR POOL) DIVISION ACCOMPLISHMENTS FOR FY 2011

- Public Works Department took delivery of new Schwarze A4000 Regenerative Air Power Sweeper with reduced carbon emission diesel engines.
- Evaluate fleet inventory and performed advanced maintenance to ensure that vehicles are operating at maximum capacity.

EQUIPMENT MAINTENANCE (MOTOR POOL) DIVISION OBJECTIVES FOR FY 2012

Research technologies for vehicles with alternative propulsions, such electric, natural gas and hybrids.

- Reduce fuel consumption as well as emission by replacing older vehicles through Grants initiatives. Research for better fuel distribution system to facilitate accurate control of gasoline and diesel with fleet management.
- Reduce cost of outside labor.
- Increase schedule maintenance performance.



EQUIPMENT MAINTENANCE (MOTOR POOL) AUTHORIZED POSITION

POSITION/TITLE	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012
FULL TIME					
Motor Pool Supervisor	1	1	1	1	1
Auto Mechanic	3	3	3	3	2
TOTAL F/T	4	4	4	4	3
TOTAL STAFF	4	4	4	4	3

EQUIPMENT MAINTENANCE (MOTOR POOL) ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2008	ACTUAL FY 2009	ACTUAL FY 2010	PROJECTED FY 2011	ESTIMATED FY 2012
Motor Pool Scheduled Service	185	254	34	242	245
Motor Pool Unscheduled Service	510	444	327	632	630
Motor Pool Road Call/Emerg. Serv.	45	72	31	39	35
Motor Pool Warranty Service	15	22	14	15	15
Motor Pool Accident Service	10	13	6	5	5



EQUIPMENT MAINTENANCE (MOTOR POOL) DIVISION DEBT SERVICE

F-250

ORDINANCE 30-07-1931

\$32,782

FY	DATE	AMOUNT	PRINCIPAL	INTEREST	BALANCE
FY 08	11/30/2007	7,069.00	7,069.00	0.00	25,713.00
FY 09	11/30/2008	7,068.00	6,063.00	1,005.00	19,650.00
FY 10	11/30/2009	7,068.00	6,300.00	768.00	13,350.00
FY 11	11/30/2010	7,069.00	6,547.00	522.00	6,803.00
FY 12	11/30/2011	7,069.00	6,803.00	266.00	0.00
	TOTAL	35,343.00	32,782.00	2,561.00	



EQUIPMENT MAINTENANCE DIVISION BUDGET FY 2012

001-1760-519

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	ACTUAL 2009-2010	BUDGET 2010-2011	ESTIMATE 2010-2011	APPROVED 2011-2012
1210	SALARIES - REGULAR	190,439	195,683	190,787	190,787	136,999
1310	SALARIES - PART TIME	0	0	0	0	0
1410	OVERTIME	3,894	3,627	3,500	3,500	3,500
2110	F.I.C.A.	14,484	15,151	14,595	14,595	10,748
2210	PENSION PLAN CONTRIBUTION	0	0	29,954	29,954	23,323
2310	GROUP HEALTH INSURANCE	16,992	18,169	21,864	21,864	17,109
2410	WORKER'S COMPENSATION	0	0	7,651	7,651	5,634
	TOTAL PERSONNEL SERVICES	225,809	232,630	268,350	268,350	197,313
3450	CONTRACTUAL SERVICES	84,950	27,850	0	0	0
4070	TRAVEL AND CONFERENCE	0	0	250	250	350
4080	EDUCATION	807	40	0	0	0
4120	COMMUNICATION	0	0	0	0	624
4455	LEASE PURCHASE - TRUCKS	12,881	12,881	0	0	0
4515	LIABILITY INSURANCE-AUTO	0	0	31,000	31,000	31,000
4620	MAINT & REP-OPERAT EQUIP	304	340	500	500	400
4630	MAINT & REP-COMM. EQMT.	0	0	0	0	0
4680	MAINT & REP-OUTSIDE SER.	65,627	80,188	70,000	70,000	64,000
5220	UNIFORMS	6,029	4,902	5,000	5,000	5,000
5230	FUEL & LUB.	223,121	276,790	103,196	152,032	144,606
5240	PARTS	55,303	57,722	61,000	61,000	56,000
5245	OPERATING TOOL	399	683	900	900	600
5250	TIRES	23,498	28,966	30,000	30,000	27,000
5260	CHEMICALS/SUPPLIES	8,735	6,962	9,000	9,000	6,800
	TOTAL OPERATING EXPENSES	481,654	497,324	310,846	359,682	336,380
6410	EQUIPMENT UNDER \$500	439	102	0	0	0
6430	EQUIPMENT - OPERATING	5,508	3,127	0	0	0
	TOTAL CAPITAL OUTLAY	5,947	3,229	0	0	0
7110	DEBT - PRINCIPAL	0	0	6,547	6,547	6,803
7210	DEBT - INTEREST	0	0	522	522	266
	TOTAL DEBT SERVICE	0	0	7,069	7,069	7,069
	TOTAL EQUIPMENT MAINT.	713,410	733,183	586,265	635,101	540,762



EQUIPMENT MAINTENANCE (MOTOR POOL) DIVISION BUDGET HIGHLIGHTS

4680 Maintenance Repair – Outside Service – This includes the following specialized maintenance and repair services: Front axle alignment, towing services, welding services, auto glass repair, hydraulic cylinder rebuilding service, repair of gas pumps and fuel storage tanks, upholstery repairs, transmission repairs, brake jobs for heavy equipment, body work and painting, air conditioning and electrical work, engine rebuilding, exhaust work/mufflers.

5230 Fuel & Lubricant - \$134,606 is the estimated cost for fuel for the entire Public Work vehicle fleet and \$10,000 is estimated for lubricants for the entire City's vehicle fleet and equipment.

5240 Parts – This includes the following parts and supplies for the maintenance and repair of the City's vehicle fleet and equipment: Fuel and oil filters, batteries, engine and A/C belts, fuel and water pumps, lamps, muffler and exhaust parts, brakes and parts, wire and spark plugs, pressure hoses, gaskets, side view mirrors, electrical parts, alternators, master cylinders, starters, windshield wiper, and parts for lawn/landscape equipment.



PUBLIC WORKS OFFICE OF THE DIRECTOR

001-1770-519

The Public Works and Engineering Department is organized into office administration staff, management personnel and five divisions: (1) Solid Waste; (2) Streets and Landscaping; (3) Building Maintenance; (4) Equipment Maintenance (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 services; 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 office administration staff and management is the key line of communication for all inquiries on department's services and resources. The department's office administration staff tends to a wide range of residents' inquiries, such as solid waste collection schedules, water and sewer utilities, street light outages, traffic light malfunctions, damaged traffic signs, road hazards, construction activities, mosquito control, Miami Dade County recycling program, and others. The office administration and management staff handles department events and administers the budget for all divisions, documents and reports payrolls, processes requisitions for vendors' purchase orders and monitors Public Works Department's staff attendance. The department's management personnel oversee all department functions and manpower and obtains bids, negotiates and administers contracts for outsourcing services.

PUBLIC WORKS OFFICE OF THE DIRECTOR ACCOMPLISHMENTS FOR FY 2011

- Managed the operations of the Public Works & Engineering Department.
- Implemented several projects citywide in the Capital Improvement Program.



PUBLIC WORKS OFFICE OF THE DIRECTOR OBJECTIVES FOR FY 2012

- 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.
- Reduce operation costs through competitive bidding and negotiation on purchases and services.
- Promote seasonal events such Public Works Week, Water Day, Earth Day, Arbor Day, Career Day and bi-annual town hall meetings with resident to discuss their concerns and the services provided.
- 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.
- Promote increase of recycling to reduce tipping fees and benefit
- Reduce complaints by continuing to provide high quality services and use PubWorks software to better manage resident's calls and requests for services.
- Increase public safety - While traditional Public Safety Duties are associated with the South Miami Police Department, Public Works can be significant in addressing many general safety and quality of life issues affecting our neighborhoods through the continuation of the traffic calming initiatives.
- Overall repair and maintenance of Public Assets. Continue to monitor regular repairs of fencing, guardrails and general repairs at City Parks and buildings. Proper maintenance of City's heavy equipment and fleet vehicles as may be required.
- Training and education of personnel. Progressive mentoring and training of the workforce. Refresher courses and promote current safety committee's role. Job education and better customer services.



PUBLIC WORKS OFFICE OF DIRECTOR AUTHORIZED POSITIONS

POSITION/TITLE	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012
FULL TIME					
Public Works Director	1	1	1	1	0
Superintendent	0	0	0	0	1
Department Head Secretary	1	0	0	0	0
Administrative Assistant	0	0	0	0	1
Administrative Assistant I	0	1	1	1	1
Administrative Assistant II	1	1	1	1	0
Assistant Public Works Director	0	1	1	1	0
TOTAL F/T	4	4	4	4	3
TOTAL STAFF	4	4	4	4	3



OFFICE OF THE DIRECTOR BUDGET 2012

001-1770-519

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	ACTUAL 2009-2010	BUDGET 2010-2011	ESTIMATE 2010-2011	APPROVED 2011-2012
1210	SALARIES - REGULAR	177,131	255,187	280,377	280,377	177,466
2110	F.I.C.A.	13,364	19,033	21,449	21,449	13,576
2210	PENSION PLAN CONTRIBUTION	0	0	44,019	44,019	29,459
2310	GROUP HEALTH INSURANCE	12,033	15,544	22,262	22,262	17,428
2410	WORKER'S COMPENSATION	0	0	1,037	1,037	657
	TOTAL PERSONNEL SERVICES	202,528	289,764	369,144	369,144	238,586
4070	TRAVEL & CONFERENCES	0	0	500	500	500
4080	EMPLOYEE EDUCATION	0	0	0	0	380
4110	POSTAGE	0	0	125	125	125
4120	COMMUNICATION	0	0	5,280	5,280	1,787
4540	BOILER & MACHINERY INSURANCE	0	0	2,000	2,000	2,000
4710	PRINTING- INFRASTRUCTURE	0	0	6,670	6,670	6,670
5210	SUPPLIES	1,557	1,121	1,300	1,300	1,300
5270	PERMITS	720	875	900	900	900
5410	MEMBERSHIPS & SUBSCRIPTIONS	197	95	500	500	500
	TOTAL OPERATING EXPENSES	2,474	2,091	17,275	17,275	14,162
6410	EQUIPMENT UNDER \$500	0	367	0	0	0
6420	OFFICE EQUIPMENT	186	0	0	0	0
	TOTAL CAPITAL OUTLAY	186	367	0	0	0
	TOTAL OFFICE OF DIRECTOR	205,188	292,222	386,419	386,419	252,748



PUBLIC WORKS OFFICE OF THE DIRECTOR BUDGET HIGHLIGHTS

4710 Printing Infrastructure – All City departments, which currently have a copier within their department, are being allocated the expense of the copier along with the annual maintenance warranty amount. The City currently leases copiers for a 3-year period with a maintenance agreement. The total number of leased copiers Citywide is 12 (10 b/w and 2 color). The Public Works department uses two printers, which are located in the Motor Pool maintenance work shop and the Public Works office.



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; water distribution; sidewalks; and street lighting; performing stormwater utility activities; establishing upgrades to water distribution system; 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; administering and managing the city's Geographic Information System (GIS) software and data, including producing GIS output; 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 r/w; 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 and water distribution systems; 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 AND CONSTRUCTION DIVISION ACCOMPLISHMENTS FOR FY 2011

- Managed 7 CIP projects, 4 projects out for public bidding with 2 projects under contract execution.
- Managed the completion of design for citywide Drainage Improvements Phase VI and SW 64th Court Drainage Improvements.
- Managed the ongoing Pinecrest Villas Traffic Calming Study.
- Managed ongoing design of ARRA Bus Shelters projects.
- Submitted NPDES Annual Report for city storm water permit.
- Completed Sunset Drive Improvements Phases I, II, III and IV.
- Citywide Drainage Improvements Phases IV and V.



- Issued 28 permits for work with-in the city's public R/W.
- Prepared a number of Geographic Information System (GIS) outputs,

including maps, mailing labels, specific properties' data, and other GIS output linked to subject locations.

ENGINEERING AND CONSTRUCTION DIVISION OBJECTIVES FOR FY 2012

- Reduce project cost through competitive bidding and negotiating of services.
- Seek grant funding to support Energy Audit of all City Buildings and implement recommendations in order to reduce energy usage and enhance the City's Green Initiatives.
- Continue citywide Traffic Calming initiatives.
- Continue bike path and pedestrian friendly initiatives.
- Various citywide streets maintenance repairs.

ENGINEERING & CONSTRUCTION DIVISION AUTHORIZED POSITIONS

POSITION/TITLE	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012
FULL TIME					
Capitals Project Manager	0	0	0	0	1
GIS Coordinator II	1	1	1	1	1
Engineering Operations Mgr.	1	1	0	0	0
Project Coordinator	0	0	1	1	1
TOTAL F/T	2	2	2	2	3
PART TIME					
Engineering Operations Mgr.	0	0	1	0	0
Project Coordinator	0	1	0	0	0
TOTAL P/T	0	1	1	0	0
TOTAL STAFF	2	3	3	2	3



ENGINEERING & CONSTRUCTION DIVISION ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2008	ACTUAL FY 2009	ACTUAL FY 2010	PROJECTED FY 2011	ESTIMATED FY 2012
Mgmt. of Construction Projects	6	9	13	14	17
Permits Issued	N/A	96	40	55	58
Permits Handled	N/A	101	54	60	58



ENGINEERING & CONSTRUCTION DIVISION BUDGET 2012

001-1790-519

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	ACTUAL 2009-2010	BUDGET 2010-2011	ESTIMATE 2010-2011	APPROVED 2011-2012
1210	SALARIES & WAGES - REGULAR	112,054	109,537	110,554	110,554	193,448
1310	SALARIES & WAGES - PART TIME	12,293	88	0	0	0
1410	OVERTIME	0	0	0	0	0
2110	F.I.C.A.	9,391	8,465	8,457	8,457	14,799
2210	PENSION PLAN CONTRIBUTION	0	0	17,357	17,357	18,352
2220	ICMA	0	0	0	0	5,803
2230	COMPENSATED ABSENCES	0	0	0	0	0
2310	GROUP HEALTH INSURANCE	6,512	10,412	11,079	11,079	17,377
2410	WORKER'S COMPENSATION	0	0	409	409	716
	TOTAL PERSONNEL SERVICES	140,250	128,502	147,857	147,857	250,494
3100	PROFESSIONAL SERVICES	6,618	19,843	8,900	8,900	0
3450	CONTRACTUAL SERVICES	3,048	413	0	0	0
4070	TRAVEL & CONFERENCE	110	165	0	0	500
4080	EMPLOYEE - EDUCATION	1,000	0	500	500	500
4120	COMMUNICATION	0	0	0	0	1,620
4410	RENTAL & LEASE	0	0	0	1,000	1,434
5210	SUPPLIES	2,402	2,087	3,000	3,000	2,100
5410	MEMBERSHIPS & SUBSCRIPTIONS	915	0	500	500	500
	TOTAL OPERATING EXPENSES	14,093	22,508	12,900	13,900	6,654
6410	EQUIPMENT UNDER \$500	350	135	0	0	0
6420	OFFICE EQUIPMENT	0	0	1,000	0	0
6430	OPERATING EQUIPMENT	0	0	0	0	0
6440	CAPITAL IMPROVEMENTS	185,451	8,114	48,100	48,100	0
	TOTAL CAPITAL OUTLAY	185,801	8,249	49,100	48,100	0
	TOTAL ENG. & CONSTR.	340,144	159,259	209,857	209,857	257,147



ENGINEERING AND CONSTRUCTION DIVISION BUDGET HIGHLIGHTS

5210 Supplies – To provide for the purchase of ink cartridges for laser printer, plotter paper and ink cartridges for plotter printer.

6420 Office Equipment – To pay for existing lease of plotter.

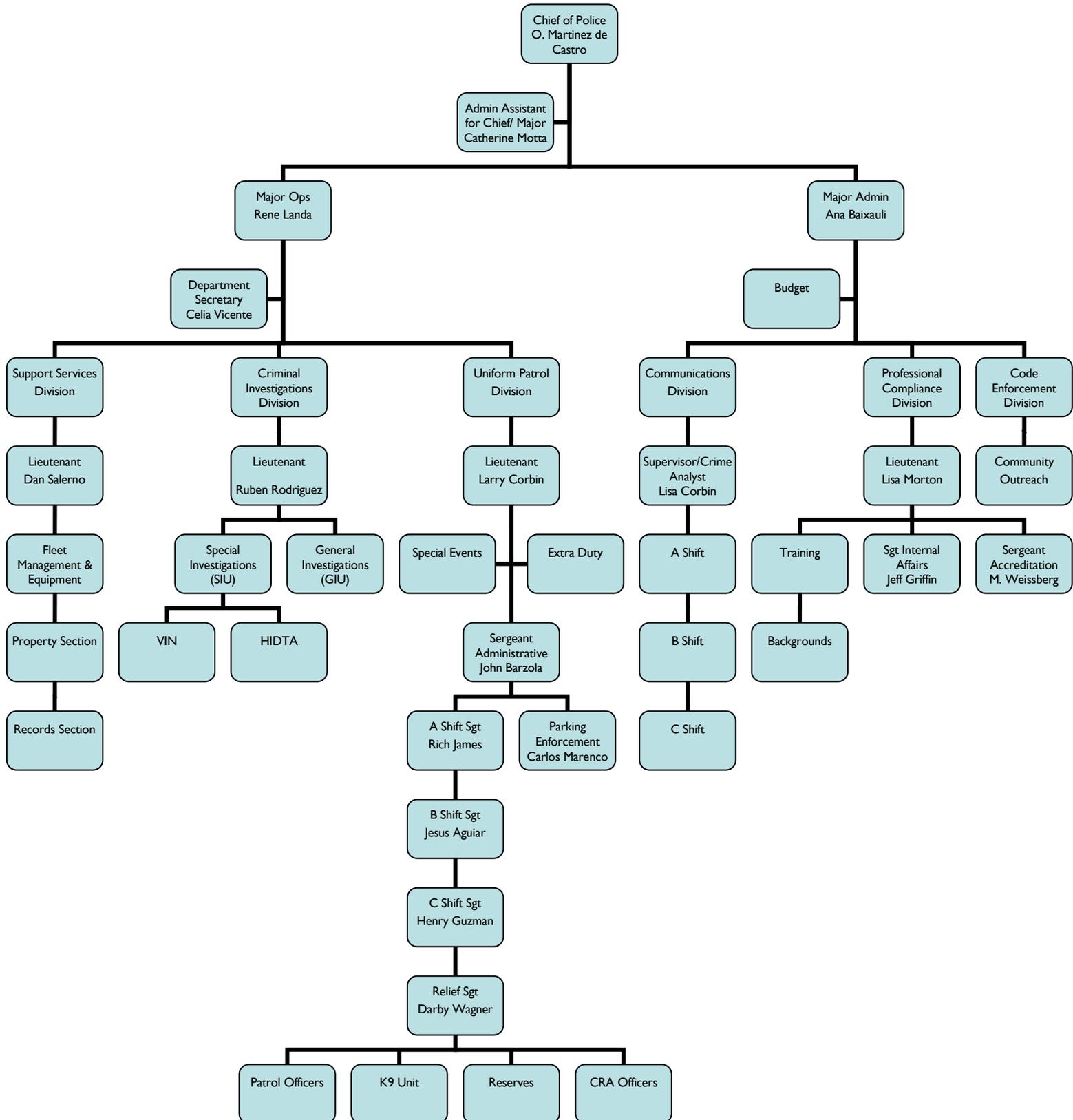
6440 Capital Improvements – Capital Improvement projects funded by the general fund have all been allocated to the City's newly established Capital Improvement Fund.



POLICE DEPARTMENT



POLICE ORGANIZATIONAL CHART





POLICE DEPARTMENT

001-1910-521

MISSION

The South Miami Police Department exists for the purpose of maintaining social order within the prescribed ethical and constitutional limits, to develop a sense of personal security within South Miami, enhance public knowledge and confidence that timely emergency and professional assistance will be rapidly dispatched when needed, to create public confidence through educating the public in crime prevention techniques and encouraging a spirit of cooperation and mutual trust between departments and the public.

POLICE DEPARTMENT FUNCTION

Maintaining social order within prescribed ethical and constitutional limits, to develop a sense of personal security within the City of South Miami, enhance public knowledge and confidence that timely emergency and professional assistance will be rapidly dispatched when needed, to create public confidence through educating the public in crime prevention techniques and encouraging a spirit of cooperation and mutual trust between the department and the public. Preserve the peace and protect life and property; promptly and thoroughly investigate crimes against person and property; courteous and efficient response to public service needs.

POLICE DEPARTMENT ACCOMPLISHMENTS FOR FY 2011

- Reserve Officer Program Increased to 12 Officers.
- One Detective– Finalist for Prestigious County-Wide LEO Awards.
- New Laptops provided to all Patrol officers, purchased with grant & forfeiture funding.
- Code Enforcement and Patrol officers working together to fight Graffiti.
- Communications Officer was hired and trained.
- Police Explorers placed 2nd overall in local competition.
- Code Enforcement & Parking Divisions moved to Police Department for better enforcement efficiency and communication.
- Attend community organization meetings and participation in Weed & Seed Program.
- Reinstated State Accreditation program and the newsletter “Transmissions”.
- Monthly DUI checkpoints and saturation details.
- New ID and security access cards purchased and distributed.
- Operation Broken Window implemented with Code Enforcement to demolish abandoned homes with liaison to Channel 4 News.
- Hired In-House Senior Trainer to conduct in-service/mandatory training requirements.
- Courteous Officer of the Month Award established.



POLICE DEPARTMENT OBJECTIVES FOR FY 2012

- Provide an efficient and effective response to calls for service using version 7 of the CAD.
- Attempt to minimize officer and subject injuries during confrontations and limit liability through enhanced training and providing officers and reserves with Tasers.
- Improve the efficiency and response of Criminal Investigations Division to close cases and continue to be proactive in narcotics and specialized investigations.
- State Accreditation will take place in November 2012.
- Maintain and improve the efficiency of the department through the use of technology.
- Maintain and fill all budgeted positions. Additionally, regain staffing level in Communications to previous years' levels.
- Conduct more in-service training thereby reducing travel and training fees for officers.
- Conduct DUI operations with Multi-jurisdictional law enforcement partners.
- Conduct Narcotics sweeps to eliminate open drug dealing and maintain zero tolerance 1,000 feet from schools, child care facilities, parks, community center or recreational facilities.



POLICE DEPARTMENT AUTHORIZED POSITIONS

POSITION/TITLE	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012
SWORN					
Chief of Police	1	1	1	1	1
Majors	1	1	1	2	2
Captains	3	3	3	0	0
Lieutenants	3	3	3	4	4
Sergeants	4	4	4	7	7
Officers/Detectives	37	37	37	36	36
TOTAL SWORN	49	49	49	50	50
CIVILIAN EMPLOYEES					
Department Head Secretary	1	1	1	1	1
Administrative Assistant	1	1	1	1	1
Crime Analyst/Comm. Supvr.	1	1	1	1	1
Communications Officers	5	5	5	6	6
TOTAL F/T	8	8	8	9	9
PART TIME					
Public Service Aids	0	0	0	1	0
TOTAL P/T	0	0	0	1	0
TOTAL STAFF	57	57	57	59	59

*Three of the above sworn officers are funded by the South Miami Community Redevelopment Agency.



POLICE DEPARTMENT ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2008	ACTUAL FY 2009	ACTUAL FY 2010	PROJECTED FY 2011	ESTIMATED FY 2012
Administrative:					
Employment Applicants processed	19	15	14	48	26
Internal Investigations Conducted	15	14	15	16	15
Employee Training Hours	2,485	3,336	3,673	2,892	3,300
Vehicles Purchased	0	4	10	6	6
Property & Evidence Handled	490	865	673	676	738
Communications:					
Total Calls for Service	10,694	11,274	10,893	11,756	11,307
Incoming & Outgoing Phone Calls	7,935	4,642	4,471	4,552	4,555
Walk In's to Police Lobby	N/A	3,299	4,841	5,600	4,580
Crime Analysis:					
Total Violent Crimes	101	104	88	96	101
Total Non-Violent Crimes	765	920	820	870	837
Total Crime Offenses	867	1,024	908	966	938
Patrol:					
Total Arrests	1,684	1,976	1,759	2,080	1,938
Citations - Moving Violations	7,214	6,875	6,663	7,444	6,994
Non-Moving & Parking	3,918	5,240	5,588	5,840	5,556
Written Reports	4,745	4,932	4,570	4,592	4,698
Assigned Calls	15,603	16,379	15,970	15,352	15,900
Criminal Invest. Division:					
Total Cases Assigned	436	393	325	400	373
Total Cases Cleared	306	261	223	260	248
Total Arrests	142	194	184	156	178
Crime Scenes Processed	50	77	54	68	66
Total Reports Written	679	957	1,538	1,524	1,340



POLICE DEPARTMENT DEBT SERVICE

4 CROWN VICTORIA VEHICLE LEASES

ORDINANCE 54-08-1989

\$97,169.17

FY	DATE	AMOUNT	PRINCIPAL	INTEREST	BALANCE
FY 09	5/23/2009	\$21,186.00	\$19,433.83	\$1,752.17	\$77,735.34
FY 10	2/23/2010	\$21,186.00	\$19,433.83	\$1,752.17	\$58,301.51
FY 11	2/23/2011	\$21,186.00	\$19,433.83	\$1,752.17	\$38,867.68
FY 12	2/23/2012	\$21,186.00	\$19,433.83	\$1,752.17	\$19,433.85
FY 13	2/23/2013	\$21,186.00	\$19,433.85	\$1,752.17	\$0.00
	TOTAL	105,930.00	97,169.17	8,760.85	



9 POLICE VEHICLE LEASES
ORDINANCE 13-10-2038
\$228,060

FY	DATE	AMOUNT	PRINCIPAL	INTEREST	BALANCE
	10/07/10	12,379	10,566	1,813	221,844
FY 11	01/07/11	12,379	10,650	1,729	210,982
	04/07/11	12,379	10,734	1,644	200,033
	07/07/11	12,379	10,820	1,559	188,997
	10/07/11	12,379	10,906	1,473	177,873
FY 12	01/07/12	12,379	10,992	1,386	166,661
	04/07/12	12,379	11,080	1,299	155,359
	07/07/12	12,379	11,168	1,211	143,968
	10/07/12	12,379	11,257	1,122	132,486
FY 13	01/07/13	12,379	11,346	1,033	120,913
	04/07/13	12,379	11,436	942	109,248
	07/07/13	12,379	11,527	851	97,490
	10/07/13	12,379	11,619	760	85,639
FY 14	01/07/14	12,379	11,711	667	73,694
	04/07/14	12,379	11,804	574	61,653
	07/07/14	12,379	11,898	481	49,517
	10/07/14	12,379	11,993	386	37,285
FY 15	01/07/15	12,379	12,088	291	24,955
	04/07/15	12,379	12,184	195	12,527
	07/07/15	12,379	12,281	98	0
	TOTAL	247,574	228,060	19,514	



6 POLICE CROWN VICTORIA INTERCEPTORS
ORDINANCE 12-11-2085
\$165,000.00

PAYMENT	DATE	AMOUNT	PRINCIPAL	INTEREST	BALANCE
7	10/1/2011	2,923.70	2,620.37	303.33	146,768.52
8	11/1/2011	2,923.70	2,625.69	298.01	144,142.83
9	12/1/2011	2,923.70	2,631.03	292.67	141,511.80
10	1/1/2012	2,923.70	2,636.37	287.33	138,875.43
11	2/1/2012	2,923.70	2,641.72	281.98	136,233.71
12	3/1/2012	2,923.70	2,647.08	276.62	133,586.63
13	4/1/2012	2,923.70	2,652.46	271.24	130,934.17
14	5/1/2012	2,923.70	2,657.84	265.86	128,276.33
15	6/1/2012	2,923.70	2,663.24	260.46	125,613.09
16	7/1/2012	2,923.70	2,668.65	255.05	122,944.44
17	8/1/2012	2,923.70	2,674.07	249.63	120,270.37
18	9/1/2012	2,923.70	2,679.50	244.2	117,590.87
19	10/1/2012	2,923.70	2,684.94	238.76	114,905.93
20	11/1/2012	2,923.70	2,690.39	233.31	112,215.54
21	12/1/2012	2,923.70	2,695.85	227.85	109,519.69
22	1/1/2013	2,923.70	2,701.33	222.37	106,818.36
23	2/1/2013	2,923.70	2,706.81	216.89	104,111.55
24	3/1/2013	2,923.70	2,712.31	211.39	101,399.24
25	4/1/2013	2,923.70	2,717.81	205.89	98,681.43
26	5/1/2013	2,923.70	2,723.33	200.37	95,958.10
27	6/1/2013	2,923.70	2,728.86	194.84	93,229.24
28	7/1/2013	2,923.70	2,734.40	189.3	90,494.84
29	8/1/2013	2,923.70	2,739.95	183.75	87,754.89
30	9/1/2013	2,923.70	2,745.52	178.18	85,009.37
31	10/1/2013	2,923.70	2,751.09	172.61	82,258.28



32	11/1/2013	2,923.70	2,756.68	167.02	79,501.60
33	12/1/2013	2,923.70	2,762.28	161.42	76,739.32
34	1/1/2014	2,923.70	2,767.88	155.82	73,971.44
35	2/1/2014	2,923.70	2,773.50	150.2	71,197.94
36	3/1/2014	2,923.70	2,779.14	144.56	68,418.80
37	4/1/2014	2,923.70	2,784.78	138.92	65,634.02
38	5/1/2014	2,923.70	2,790.43	133.27	62,843.59
39	6/1/2014	2,923.70	2,796.10	127.6	60,047.49
40	7/1/2014	2,923.70	2,801.78	121.92	57,245.71
41	8/1/2014	2,923.70	2,807.47	116.23	54,438.24
42	9/1/2014	2,923.70	2,813.17	110.53	51,625.07
43	10/1/2014	2,923.70	2,818.88	104.82	48,806.19
44	11/1/2014	2,923.70	2,824.60	99.1	45,981.59
45	12/1/2014	2,923.70	2,830.34	93.36	43,151.25
46	1/1/2015	2,923.70	2,836.08	87.62	40,315.17
47	2/1/2015	2,923.70	2,841.84	81.86	37,473.33
48	3/1/2015	2,923.70	2,847.61	76.09	34,625.72
49	4/1/2015	2,923.70	2,853.39	70.31	31,772.33
50	5/1/2015	2,923.70	2,859.19	64.51	28,913.14
51	6/1/2015	2,923.70	2,864.99	58.71	26,048.15
52	7/1/2015	2,923.70	2,870.81	52.89	23,177.34
53	8/1/2015	2,923.70	2,876.64	47.06	20,300.70
54	9/1/2015	2,923.70	2,882.48	41.22	17,418.22
55	10/1/2015	2,923.70	2,888.33	35.37	14,529.89
56	11/1/2015	2,923.70	2,894.20	29.5	11,635.69
57	12/1/2015	2,923.70	2,900.07	23.63	8,735.62
58	1/1/2016	2,923.70	2,905.96	17.74	5,829.66
59	2/1/2016	2,923.70	2,911.86	11.84	2,917.80
60	3/1/2016	2,923.70	2,917.80	5.92	0.00

TOTAL	175,422.00	165,000.00	10,422.02
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38 MULTI-SPACE PAY STATIONS
RESOLUTION 12-11-13326
\$417,896.00

PAYMENT	DATE	AMOUNT	PRINCIPAL	INTEREST	BALANCE
9	10/7/2011	7,389.86	6,673.60	716.26	358,302.01
10	11/7/2011	7,389.86	6,686.70	703.16	351,615.31
11	12/7/2011	7,389.86	6,699.82	690.04	344,915.49
12	1/7/2012	7,389.86	6,712.97	676.89	338,202.52
13	2/7/2012	7,389.86	6,726.14	663.72	331,476.38
14	3/7/2012	7,389.86	6,739.34	650.52	324,737.04
15	4/7/2012	7,389.86	6,752.57	637.29	317,984.47
16	5/7/2012	7,389.86	6,765.82	624.04	311,218.65
17	6/7/2012	7,389.86	6,779.10	610.76	304,439.55
18	7/7/2012	7,389.86	6,792.40	597.46	297,647.15
19	8/7/2012	7,389.86	6,805.73	584.13	290,841.42
20	9/7/2012	7,389.86	6,819.09	570.77	284,022.33
21	10/7/2012	7,389.86	6,832.47	557.39	277,189.86
22	11/7/2012	7,389.86	6,845.88	543.98	270,343.98
23	12/7/2012	7,389.86	6,859.31	530.55	263,484.67
24	1/7/2013	7,389.86	6,872.78	517.08	256,611.89
25	2/7/2013	7,389.86	6,886.26	503.6	249,725.63
26	3/7/2013	7,389.86	6,899.78	490.08	242,825.85
27	4/7/2013	7,389.86	6,913.32	476.54	235,912.53
28	5/7/2013	7,389.86	6,926.89	462.97	228,985.64
29	6/7/2013	7,389.86	6,940.48	449.38	222,045.16
30	7/7/2013	7,389.86	6,954.10	435.76	215,091.06
31	8/7/2013	7,389.86	6,967.75	422.11	208,123.31
32	9/7/2013	7,389.86	6,981.42	408.44	201,141.89
33	10/7/2013	7,389.86	6,995.12	394.74	194,146.77



34	11/7/2013	7,389.86	7,008.85	381.01	187,137.92
35	12/7/2013	7,389.86	7,022.60	367.26	180,115.32
36	1/7/2014	7,389.86	7,036.39	353.47	173,078.93
37	2/7/2014	7,389.86	7,050.20	339.66	166,028.73
38	3/7/2014	7,389.86	7,064.03	325.83	158,964.70
39	4/7/2014	7,389.86	7,077.89	311.97	151,886.81
40	5/7/2014	7,389.86	7,091.78	298.08	144,795.03
41	6/7/2014	7,389.86	7,105.70	284.16	137,689.33
42	7/7/2014	7,389.86	7,119.65	270.21	130,569.68
43	8/7/2014	7,389.86	7,133.62	256.24	123,436.06
44	9/7/2014	7,389.86	7,147.62	242.24	116,288.44
45	10/7/2014	7,389.86	7,161.65	228.21	109,126.79
46	11/7/2014	7,389.86	7,175.70	214.16	101,951.09
47	12/7/2014	7,389.86	7,189.78	200.08	94,761.31
48	1/7/2015	7,389.86	7,203.89	185.97	87,557.42
49	2/7/2015	7,389.86	7,218.03	171.83	80,339.39
50	3/7/2015	7,389.86	7,232.20	157.66	73,107.19
51	4/7/2015	7,389.86	7,246.39	143.47	65,860.80
52	5/7/2015	7,389.86	7,260.61	129.25	58,600.19
53	6/7/2015	7,389.86	7,274.86	115	51,325.33
54	7/7/2015	7,389.86	7,289.13	100.73	44,036.20
55	8/7/2015	7,389.86	7,303.44	86.42	36,732.76
56	9/7/2015	7,389.86	7,317.77	72.09	29,414.99
57	10/7/2015	7,389.86	7,332.13	57.73	22,082.86
58	11/7/2015	7,389.86	7,346.52	43.34	14,736.34
59	12/7/2015	7,389.86	7,360.94	28.92	7,375.40
60	1/7/2016	7,389.86	7,375.40	14.46	0.00
TOTAL		443,391.60	417,896.00	25,495.60	



POLICE BUDGET FY 2012
001-1910-521

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	ACTUAL 2009-2010	BUDGET 2010-2011	ESTIMATE 2010-2011	APPROVED 2011-2012
1210	SALARIES - REGULAR	3,350,553	3,531,451	3,467,154	3,467,154	3,390,249
1310	SALARIES - PART TIME	0	0	18,453	18,453	0
1410	OVERTIME	194,315	156,473	150,000	150,000	150,000
1510	SPECIAL PAY-EDUCATION INCEN.	21,863	22,717	23,670	23,670	26,260
1520	EXTRA DUTY PAY	0	4,947	0	0	0
1530	HAZARD PAY	47,748	50,564	52,200	52,200	61,335
2110	F.I.C.A.	281,114	291,518	283,928	283,928	277,530
2210	PENSION CITY CONTRIBUTION	0	0	612,394	579,677	622,292
2200	ICMA CONTRIBUTION	0	0	0	32,717	32,754
2230	COMPENSATED ABSENCES	-15,273				
2310	GROUP HEALTH INSURANCE	243,285	288,768	314,846	314,846	323,057
2410	WORKER'S COMPENSATION	0	0	126,182	126,182	118,087
	TOTAL PERSONNEL SERVICES	4,123,605	4,346,438	5,048,827	5,048,827	5,001,564
3116	ANNUAL PHYSICALS	14,955	11,950	14,750	14,750	14,750
3450	CONTRACTUAL SERVICES	16,104	18,663	15,270	15,270	63,290
3459	CONTRACTUAL SERVICES-PARKING	0	0	0	0	239,750
3452	RED LIGHT CAMERA AGREEMENT	0	0	570,000	0	0
3456	CONTRACTUAL SCHOOL CROSSING	0	0	70,000	70,000	70,000
3490	CRIME PREVENTION PROGRAMS	2,664	1,109	5,000	5,000	4,000
4070	TRAVEL & CONFERENCE	1,700	2,124	0	0	8,948
4080	TRAINING & EDUCATION	11,471	2,201	0	0	7,425
4110	POSTAGE	0	0	1,357	1,357	1,700
4120	COMMUNICATION	0	0	10,800	10,800	16,240
4425	LEASE PURCHASE PD 800 MHZ	0	0	40,000	40,000	45,000
4450	LEASE POLICE VEHICLE	138,748	103,580	10,200	10,200	11,400
4515	LIABILITY INSURANCE-AUTO	0	0	26,000	26,000	26,000
4591	POLICE ACC. DTH & DIS. INSURANCE	0	0	2,000	2,000	2,000
4620	MAINT & REPAIR EQUIPMENT	20,643	18,087	10,800	10,800	18,600
4630	MAINT & REPAIR COMM. EQMT	39,048	31,138	74,769	74,769	95,200
4710	PRINTING- INFRASTRUCTURE	0	0	10,005	10,005	10,005
4960	SPECIAL INVESTIGATIONS	2,000	100	2,500	2,500	5,000
4970	EMPLOYEE TESTING	11,646	7,679	7,755	7,755	5,391



ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	ACTUAL 2009-2010	BUDGET 2010-2011	ESTIMATE 2010-2011	APPROVED 2011-2012
5205	COMPUTER EQUIPMENT	0	0	0	0	21,960
5210	SUPPLIES	29,811	23,348	17,655	17,655	82,978
5212	SUPPLIES - PARKING	0	0	0	0	49,100
5220	UNIFORMS	51,632	47,475	52,200	52,200	74,200
5230	FUEL	0	0	117,393	167,393	217,121
5410	MEMBERSHIPS & SUBSCRIPTIONS	7,615	7,753	1,853	1,853	6,730
5940	PRISONER DETENTION	0	0	100	100	100
	TOTAL OPERATING EXPENSES	348,037	275,207	1,060,407	540,407	1,096,888
6410	EQUIPMENT UNDER \$500 IN VALUE	477	597	0	0	0
6420	EQUIPMENT - OFFICE	8,790	0	0	0	0
6430	EQUIPMENT-OPERATING	51,858	52,481	0	0	0
6441	VEHICLES	0	228,060	0	0	0
6440	VEHICLES	0	0	193,668	193,668	0
6450	CAPITAL OUTLAY-CAPITAL LEASE	97,188	0	0	0	0
	TOTAL CAPITAL OUTLAY	158,313	281,138	193,668	193,668	0
7100	DEBT SERVICE- PRINCIPAL	0	0	124,306	124,306	176,331
7200	DEBT SERVICE- INTEREST	0	0	14,855	14,855	18,133
	TOTAL DEBT SERVICE	0	0	139,161	139,161	194,464
	TOTAL POLICE DEPARTMENT	4,629,955	4,902,783	6,442,063	5,922,063	6,292,916



POLICE DEPARTMENT BUDGET HIGHLIGHTS

3116 Annual Physicals – Cost for annual physicals for 50 sworn officers

3450 Contractual Services - The Police Department will be adding a second K-9 to double the hours of coverage and availability to the City thereby increasing this line item.

Car Washes	\$600	Dade SAO Prosecutions	\$1,500
Decontamination Services	\$1,250	Dade Chiefs Stand-by Program	\$3,000
Medical & Veterinary care for 2 K-9 dogs	\$4,000	Accurint Checks	\$3,000
Vehicle Calibrations	\$1,440	Range fees	\$1,000
Notary	\$150	Fire Extinguisher recharge	\$400
Alfie Electronics (CCTV)	\$4,800	Subpoena requests for cellphone records	\$1,000
Medical Clearance/fit for duty	\$2,000	KeyTrak Maint. & Support (one year)	\$950
Narcotics Disposal	\$500	Boarding for 2 K-9s; 3X per year	\$1,000
Confidential Tags	\$300	USA Software Support	\$25,000
Radar Maint./Calibration (15 units)	\$4,000	USA Software Mapping Services	\$5,000
Tags New Vehicles 8 @ \$300	\$2,400	TOTAL	<u>\$63,290</u>

3459 Contractual Services – Parking - Police has been provided the responsibility to manage the City’s Parking Program. This line item includes the contract with Laz Parking, the City’s parking operator, and new parking enforcement handheld devices, which will increase efficiency. The City has also included additional funds for the installation of additional single meter heads.

3452 – Red Light Cameras – The City has not implemented the red light camera program.

3490 Crime Prevention Programs

Explorer Post State Competition	\$2,000
Video & Printed Materials	\$2,000
TOTAL	<u>\$4,000</u>

4070 Travel & Conf. – State Accreditation. Benefits of accreditation include consistency in procedures, state & national recognition of excellence, increase in community confidence, better trained officers, increased staff morale, more efficient use of resources and decrease in liability.

Fla. Police Chiefs Conference (Summer & Winter) Chief/Major	\$2,500
Accreditation Per Diem for Assessors Mock & Onsite visits	\$648
Hotel for Accreditation Assessors for Mock & Onsite visits	\$2,400
Vehicle rentals for Assessors for both visits	\$600
Police Executive Research Forum (PERF) Conf. for Chief & one Major (Washington D.C.)	\$2,800
TOTAL	<u>\$8,948</u>



4450 Lease Purchase/Police Vehicles – This line item represents the lease payment for two Harley Davidson Police Motorcycles.

4620 Maintenance & Repair Equipment

Maint. Emergency Equipment - Police Vehicles	\$12,000
Painting Unmarked Vehicles @ \$1200 each for 2 vehicles	\$2,400
Repair & Replace graphics on police vehicles	\$2,000
Taser Repairs	\$1,200
DUI/DRE Maintenance (Intoxilizer 8000)	\$500
Firearms Repair & Parts	\$500
TOTAL	<u>\$18,600</u>

4630 Maintenance and Repair Communication Equipment – The City is purchasing new portable radios from Miami-Dade County (see account 4425). Until the new radios are available the department has to repair and maintain the existing radios.

Word Systems, 5 year lease Tel. & Radio Recording	\$3,520
Word Systems, one year support service	\$1,740
AT&T Data Lines CAD & FCIC	\$5,500
AT&T Tel. Service/Crisis Link	\$5,500
Repair/Refurbish older 800 mhz radios until new radios available (acct 4425)	\$15,000
MDC ITD Circuit Charges	\$8,500
2 Dynametric Phone Logger Patches TLP-107	\$200
Police Air Cards (56 x 45)	\$30,240
TOTAL	<u>\$70,200</u>

4970 Employee Testing

7 Pre-employment Medicals	\$2,065
7 Polygraph Testing	\$700
7 Pre-Employment Psychologicals	\$1,750
7 Pre-Employment Credit Checks	\$126
3 Specific Polygraphs	\$750
TOTAL	<u>\$5,391</u>



5205 Computer Equipment

Dell Stand Alone Computer (DAVID/CJNET) CID	\$1,300
HP Laser Printer (CID)	\$500
6 Camera memory cards	\$240
6 Camera batteries	\$240
10 USB Hubs	\$500
6 Fujitsu Scanner	\$2,760
53 Officer 2010 Open License	\$13,780
20 SQL Licenses	\$2,340
15 Thumb Drives	\$300
TOTAL	<u>\$21,960</u>

5210 Supplies

Office Supplies	\$10,000	Decontamination Supplies	\$1,000
Dog Food & K-9 Supplies	\$4,000	Property Room Supplies	\$1,000
Printer Cartridges (Fax & Printers)	\$8,500	Storage Boxes	\$350
Palques for Awards	\$2,000	Identification Cable Ties	\$50
Bike Patrol Equip.	\$1,500	Disposable Blankets	\$250
DUI Check Point Equip	\$500	Narcotics Field Test Kits	\$750
Display /Accreditation Onsite	\$2,500	Thumb Print Pads	\$548
Powerpoint Projector	\$850	Fax machine - BRT Fax 2820 - Patrol Division	\$180
Power Batteries/Hurricanes	\$400	Equipment for (8) New Cars (2011)	\$36,000
Crime Scene Supplies	\$2,500	Graphics for (8) New Cars	\$3,200
Flex Cuffs	\$500	Emergency equip. Installation for (8) cars	\$6,400
		TOTAL	<u>\$82,978</u>

5212 Supplies - Parking

Multi-Space Pay Station Wireless Charge (\$55/mth x 50 stations)	\$33,000
Multi-Space Pay Station Paper (1 roll/mth x 50 stations)	\$15,600
Multi-Space Pay Station Cleaning Supplies	\$500
TOTAL	<u>\$49,100</u>



5220 Uniforms – Funding for the purchase of new and for the replacement of uniforms and all related equipment, for police officers, reserve police officers and for communication officers. Funding for clothing allowances for all employees mandated by the CBA are included in this account.

Uniform Maintenance & Replacement	\$45,000
Clothing Allowance for Staff and CID	\$11,200
Clothing Allowance for Uniform Patrol & Communications Personnel	\$18,000
TOTAL	\$74,200

6440 Vehicles – The City has placed the purchase of all capital items within the newly established Capital Improvement Fund.

7110 Debt Principle – Debt incurred throughout financing requires repayment. Each repayment is required to be classified as principle or interest. This account was created and funded to meet the principle payment requirement of the responsible department/division.

7210 Debt Interest - Debt incurred throughout financing requires repayment. Each repayment is required to be classified as principle or interest. This account was created and funded to meet the interest payment requirement of the responsible department/division.

Police Debt Service
Payment Summary

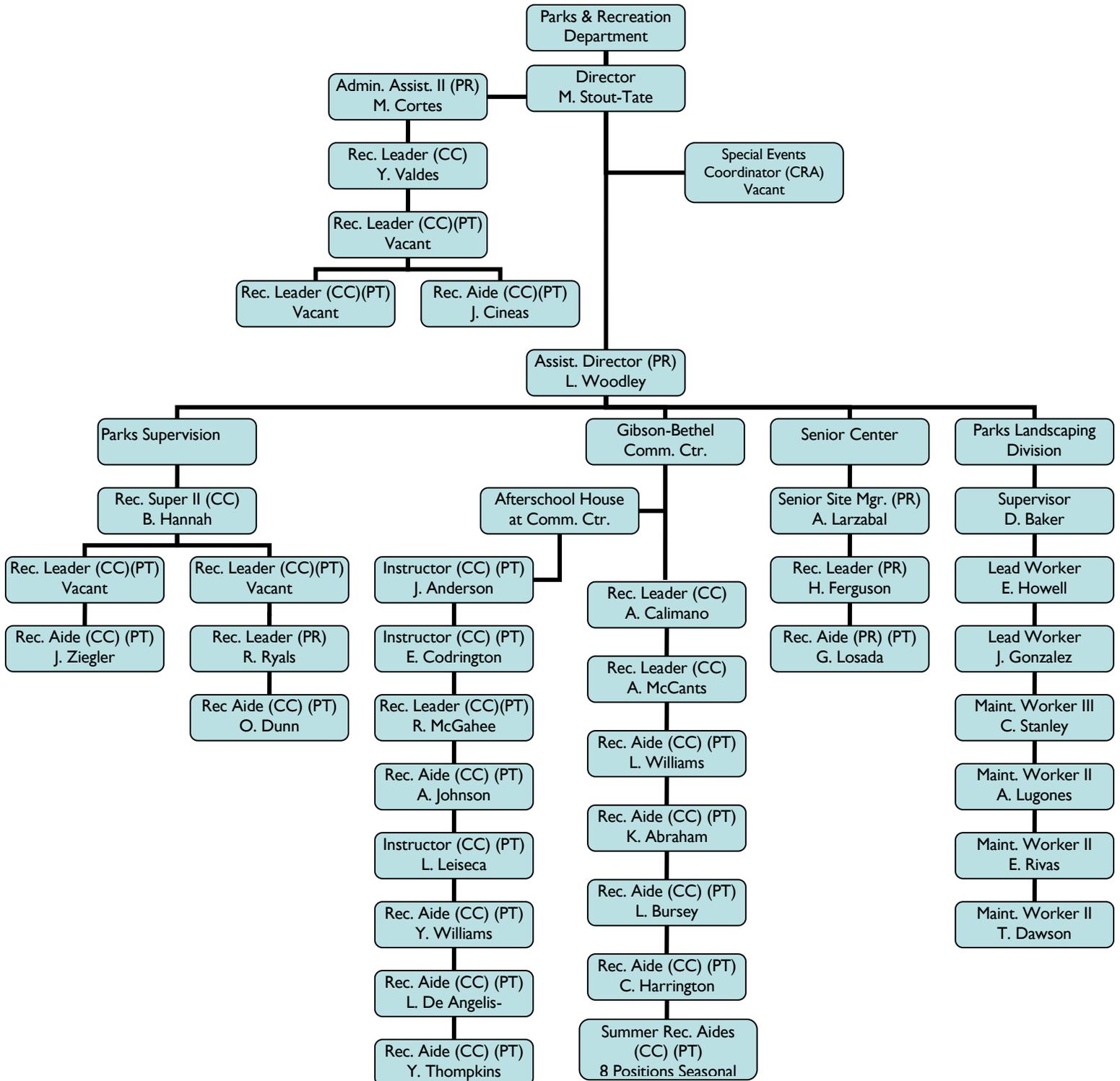
	Principle 7110	Interest 7210
Existing Debt Payment	95,378	10,408
Financing of the 38 Multi-Space Parking Meters	80,953	7,725
TOTAL	176,331	18,133



PARKS AND RECREATION DEPARTMENT



PARKS & RECREATION ORGANIZATIONAL CHART





PARKS AND RECREATION DEPARTMENT

001-2000-572

MISSION

To provide the highest quality in educational, cultural, and recreational programs by inspiring, developing, and empowering the men, women, and children of our community.

“Each one reach one, each one teach one”

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 2011

- Established better cooperation and communication between the Parks & Recreation Department and that of neighborhood schools.
- Continued to seek innovative and creative ways to improve on operations & expenditures, and look for ways to increase revenue.
- Worked with Public Works, PIO, and Police to enhance, promote and protect our park facilities.
- Promoted and enhanced communications emphasizing the importance of prioritizing and time management.
- Worked with contractors/vendors to enhance and repair park facilities.

PARKS AND RECREATION DEPARTMENT OBJECTIVES FOR FY 2012

- Implement quality parks and recreation programs that effectively address community needs and increase park usage.
- Select and work with organizations to provide outstanding after-school programs, summer camp services, and a variety of active and passive sports and activities for all ages.
- Enhance recruitment of professional



parks and recreation staff.

- Continue to seek sponsorships and donations for programming, special events and enhancement of parks.
- Expand in-house recreational

programming.

- Continue to support the “Green Initiatives” through commitment to environmental education and conservation

PARKS AND RECREATION DEPARTMENT AUTHORIZED POSITIONS

POSITION/TITLE	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012
FULL TIME					
Parks & Recreation Director	1	1	1	1	1
Asst. Parks & Rec Director	0	0	0	0	1
Administrative Assistant II	1	1	1	1	1
Recreation Supervisor II	2	2	2	2	0
Senior Site Manager	1	1	1	1	1
Recreation Leader	5	5	2	2	2
TOTAL F/T	10	10	7	7	6
PART TIME					
Recreation Leader (PT)	0	0	0	0	0
Recreation Aide (PT)	12	12	1	1	1
Instructors (Grant Funded)	4	4	1	1	0
TOTAL P/T	16	16	2	2	1
TOTAL STAFF	26	26	9	9	7



PARKS AND RECREATION DEPARTMENT ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2009	ACTUAL FY 2010	PROJECTED FY 2011	ESTIMATED FY 2012
Day Camp Participants	89	140	88	120
Spring Camp Participants	26	38	22	60
Winter Camp Participants	14	31	34	60
Summer Camp Participants	181	60	157	120
After School House Participants	110	116	114	100
Football Players	41	3	36	150
Cheerleaders	N/A	2	20	80
Track	51	15	33	25
Soccer Players	336	300	0	30
Basketball Players	40	60	54	55
Baseball Players	651	21	0	0
Flag Football Players	25	N/A	10	40
T-Ball Players	N/A	60	19	11
Fitness Center Members	105	153	180	180
Fuchs Pavilion Rental	28	38	50	30
Dante Fascell Park Rental	122	70	100	100
Senior Hot Meals Served	16900	7345	11460	12000
Senior Home Delivery Meals	10556	4186	6006	7000
Senior High Risk Box Lunch Meals	2080	2880	3402	3402



PARKS AND RECREATION BUDGET FY 2012

001-2000-572

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	ACTUAL 2009-2010	BUDGET 2010-2011	ESTIMATE 2010-2011	APPROVED 2011-2012
1210	SALARIES - REGULAR	366,155	388,040	324,967	324,967	292,828
1310	SALARIES - PART TIME	47,363	40,948	47,450	47,450	13,362
1410	OVERTIME	397	83	0	0	0
2110	F.I.C.A.	33,051	34,008	28,490	28,490	23,424
2210	PENSION PLAN CONTRIBUTION	0	0	51,020	51,020	48,609
2230	COMPENSATED ABSENCES	0	0	0	0	0
2310	GROUP HEALTH INSURANCE	40,045	50,576	38,244	38,244	34,299
2410	WORKER'S COMPENSATION	0	0	16,021	16,021	14,881
	TOTAL PERSONNEL SERVICES	487,011	513,655	506,191	506,191	427,403
3450	CONTRACTUAL SERVICES	4,710	2,322	4,473	4,473	3,059
4070	TRAVEL & CONFERENCE	707	-359	1,521	1,521	298
4080	EMPLOYEE EDUCATION	1,269	802	0	0	1,030
4110	POSTAGE	0	0	100	100	100
4120	COMMUNICATION	0	0	3,120	3,120	3,240
4350	ELECTRICITY-CITY PARKS	0	0	4,800	15,000	4,800
4420	OUTSIDE SERVICE RENTAL	258	45	0	0	0
4455	LEASE PURCHASE - TRUCKS	17,123	5,200	0	0	0
4515	LIABILITY INSURANCE- AUTO	0	0	3,870	3,870	3,870
4620	MAINT & REP-OPER EQUIPT	1,279	811	0	0	0
4670	MAINT & REP-PARK FACILITIES	4,835	2,423	1,920	1,920	1,800
4690	MAINT \$ REP-TENNIS	0	0	0	0	3,250
4710	COPY MACHINE	0	0	5,003	5,003	5,003
4820	SPECIAL EVENTS	9,897	9,500	0	0	0
5210	SUPPLIES	492	2,575	6,656	6,656	4,823
5220	UNIFORMS	2,597	2,008	1,502	1,502	1,110
5230	FUEL	0	0	8,435	13,000	15,117
5410	MEMBERSHIP & SUBSCRIPTION	2,179	1,811	2,015	2,015	2,120
5550	SCHOOL PROGRAMS	7,654	5,065	0	0	0
5610	BASEBALL	35	0	0	0	0
5630	FOOTBALL	12,378	14,812	16,078	16,078	37,390
5631	CHEERLEADERS	4,660	6,771	8,259	8,259	7,619
5635	DANCE / MODELING	0	0	0	0	2,250
5650	SOCCER PROGRAM	0	0	36,000	36,000	500
5660	SUMMER PROGRAMS	518	1,964	0	0	0
5665	CONCESSION STAND	0	0	7,000	7,000	0
5670	SPECIAL RECREATION PROGRAMS	17,751	25,717	23,495	23,495	6,979
5680	SENIOR CITIZENS PROGRAMS	13,430	46,316	34,250	34,250	16,930
	TOTAL OPERATING EXPENSES	101,772	127,783	168,497	183,262	121,288



ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	ACTUAL 2009-2010	BUDGET 2010-2011	ESTIMATE 2010-2011	APPROVED 2011-2012
6410	EQUIPMENT UNDER \$500	361	0	0	0	0
6420	EQUIPMENT - OFFICE	0	0	0	0	0
6430	OPERATING EQUIPMENT	4,738	10,015	0	0	0
	TOTAL CAPITAL OUTLAY	5,099	10,015	0	0	0
	TOTAL RECREATION	593,882	651,453	674,688	689,453	548,691



PARKS AND RECREATION DEPARTMENT BUDGET HIGHLIGHTS FY 2011

3450 Contractual Services - \$2,465 will provide year-round portable bathroom facilities for South Miami Park. The remaining funds are for fumigation at Palmer Park and MDC Fire & Elevator Inspections at the Community Center.

4350 Electricity – City Parks – Estimated electricity expense for bay four at the Mobley Building.

4670 Maintenance & Repair – Park Facility - \$1,800 is budgeted for emergency hardware supplies for all City Parks.

4690 Maintenance & Repair – Tennis Facilities - \$3,250 is budget for windscreens at Brewer Park Tennis Courts.

5210 Supplies

Barcode key tags for the fitness component.	\$215
Office supplies for the Center.	\$2,500
6 folding tables 30 x 72 at \$63 ea. Plus shipping.	\$400
9 water igloos at \$39.00 each plus shipping.	\$450
2 Motorola radios for the Community Center.	\$750
Pole pads for electrical poles at Murray Park.	\$508
TOTAL	<u>\$4,823</u>

5410 Memberships & Subscriptions - \$1,080 to provide Direct TV for the Community Center, \$300 covers the liability insurance for Palmer Park activities. Membership dues for the FL & Nat. Park Association is \$485, \$255 for subscriptions to the Miami Herald and FL Trend Magazine.

5630 Football

MD Extreme Youth Football League Dues	\$900.00
BBQ Football & Cheerleading Banquet 300 people	\$2,475.00
Homecoming and banquet - activities/deco	\$1,200.00
150 football trophies and 35 plaques	\$2,405.00
Football scale yearly calibrated and certified	\$200.00
Background check for 30 football volunteers	\$1,650.00
Shirt's for 35 Football Coaches	\$1,225.00
Football uniforms for 150 participants	\$2,385.00
Del Aguila Bus Service, Inc. (Shuttle)	\$3,500.00
Shoulder pads (\$30 x 150 participants)	\$4,500.00
Helmets (\$53.00 x 150 participants)	\$7,950.00
Uniforms (\$60.00 x 150 participants)	\$9,000.00



TOTAL \$37,390.00

5631 Cheerleading

MD X-treme Football League Dues	\$900.00
Cheerleading uniforms for 30 participants	\$3,950.00
Background check for 25 cheerleading volunteers	\$1,375.00
80 cheerleading trophies	\$960.00
14 Cap Sleeve Jerseys for Coaches	\$434.00
TOTAL	<u><u>\$7,619.00</u></u>

5635 Dance / Modeling - \$2,250 cover the cost for the teacher of this new event that will be held in the Mobley Building.

5670 Special Recreation Program

120 trophies (Track & T-Ball)	\$960.00
Ester Egg Hunt at Community Center (eggs)	\$544.00
Easter Egg Hunt event at the Community Center	\$600.00
Track & Field Equipment	\$1,500.00
40 track uniforms at \$35 each plus shipping	\$1,475.00
30 Track & Field uniforms (Jersey / shorts)	\$900.00
Bus Transportation for children's Field trips	\$1,000.00
TOTAL	<u><u>\$6,979.00</u></u>



5680 Senior Citizen Program

Massages for Seniors	\$1,440.00
Cable Service at Senior Center	\$480.00
Exterminator Maintenance for Senior Building	\$360.00
DJ Services for 7 events at Senior Center	\$1,470.00
Monthly phone service for Senior Center	\$780.00
Supplies for 7 events at Senior Center	\$5,800.00
Fields Trips: Theater and Orlando	\$6,600.00
TOTAL	<u>\$16,930.00</u>



PARKS LANDSCAPING DIVISION

001-1750-519

MISSION

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

PARKS LANDSCAPING DIVISION FUNCTION

Parks Landscaping Division is responsible for: maintaining all city park grounds, playgrounds and sports fields, including capital upgrades in parks; mowing; tree trimming; litter collection; inspection and repairs of playgrounds; pressure cleaning of playgrounds; maintenance of park restrooms; pressure cleaning of park pavilions and walkways; fertilizing and application of pesticides; sports field layout and preparation for sport events.

PARKS LANDSCAPING DIVISION ACCOMPLISHMENTS FOR FY 2011

- Completed massive invasive clean out at All America Park
- Completed several tree plantings in multiple City Parks
- Refurbishing the tennis courts at Marshall Williamson
- Renovated the bathroom's and completed half court at Dante Fascell Park
- Installed new swing gate, ADA trail, and planted trees at the Dison Park

PARKS LANDSCAPING DIVISION OBJECTIVES FOR FY 2012

- Improve productivity and reduce cost of outside contract labor.
- Complete grant project for Dante Fascell Park improvements.
- Seek grant funding for the installation of high energy efficient sports lighting at Palmer Park and Murray Park.



PARKS LANDSCAPING DIVISION AUTHORIZED POSITIONS

POSITION/TITLE	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012
FULL TIME					
Superintendent II	1	1	1	1	0
Landscape Supervisor	0	1	1	1	1
Lead Worker	2	3	2	2	1
Maintenance Worker III	1	1	1	1	1
Maintenance Worker II	3	3	3	3	3
TOTAL F/T	7	9	8	8	6
PART TIME					
Maint. Worker I Summer	3	1	1	0	0
TOTAL P/T	3	1	1	0	0
TOTAL STAFF	10	10	9	8	6

PARKS LANDSCAPING DIVISION ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2008	ACTUAL FY 2009	ACTUAL FY 2010	PROJECTED FY 2011	ESTIMATED FY 2012
Cleaning of Parks' Bathrooms	2196	1680	1764	1890	1890
Pickup of Litter in City Parks	1440	1284	1348	1680	1680
Mowing of 10 City Parks	438	329	345	262	262
Trimming of Trees in Parks	192	364	382	400	400
Fertilize & Apply Pesticides in Parks	12	22	23	24	24
Pressure Clean Pavilions & Walkways	204	475	499	312	384
Pressure Clean of Parks' Playgrounds	60	176	185	162	185
Inspection of Playgrounds	12	97	102	96	96
Repair of Playgrounds	11	24	25	11	11
Preparation of Athletic Fields	1358	1717	1803	1710	1800



PARKS LANDSCAPE BUDGET FY 2012
001-1750-519

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	ACTUAL 2009-2010	BUDGET 2010- 2011	ESTIMATE 2010-2011	APPROVED 2011-2012
1210	SALARIES - REGULAR	276,725	262,308	260,218	260,218	225,152
1310	SALARIES-PART TIME	0	0	0	0	0
1410	OVERTIME	5,961	2,690	4,000	4,000	4,000
2110	F.I.C.A.	21,405	20,656	20,213	20,213	17,530
2210	PENSION PLAN CONTRIBUTION	0	0	41,482	41,482	38,039
2310	GROUP HEALTH INSURANCE	35,631	36,506	38,015	38,015	34,148
2410	WORKER'S COMPENSATION	0	0	12,841	12,841	11,137
	TOTAL PERSONNEL SERVICES	339,722	322,160	376,769	376,769	330,006
3450	CONTRACTUAL SERVICES	48,779	35,890	35,745	35,745	37,000
4070	TRAVEL AND CONFERENCE	0	0	200	200	300
4080	EDUCATION	185	165	0	0	0
4120	COMMUNICATION	0	0	0	0	1,200
4350	ELECTRICITY-CITY PARKS	36,560	38,393	40,000	60,000	50,000
4420	OUTSIDE SERV RENTAL	0	0	0	0	0
4455	LEASE PURCHASE - TRUCKS	5,504	5,504	0	0	0
4515	AUTO INSURANCE	0	0	0	0	1,500
4620	MAINT & REP-OPERAT EQUIP	63,423	73,468	68,000	68,000	67,200
5210	SUPPLIES	0	0	0	0	9,285
5220	UNIFORMS	2,094	3,796	3,650	3,650	3,650
5230	FUEL	0	0	0	0	13,352
5410	MEMBERSHIPS & SUBSCRIPTIONS	180	75	300	300	300
	TOTAL OPERATING EXPENSES	156,725	157,291	147,895	167,895	183,787
6410	EQUIPMENT UNDER \$500 IN VALUE	1,208	102	0	0	0
6430	EQUIPMENT - OPERATING	11,429	24,691	0	0	0
	TOTAL CAPITAL OUTLAY	12,637	24,793	0	0	0
	TOTAL LANDSCAPE MAINT.	509,084	504,244	524,664	544,664	513,793



PARKS LANDSCAPING DIVISION BUDGET HIGHLIGHTS

1410 Overtime – For emergencies in City’s Parks, to perform sports field preparations during the weekends as needed and to work city events, which require employees to work on weekends.

3450 Contractual Services

Pest Control, fertilization & herbicide for athletic fields	
Palmer Park	\$9,000
South Miami Park	\$11,000
Murray Park	\$2,000
ADA certified mulch for City playgrounds	\$5,000
Repair of sports field lighting at Palmer & Murray Park	\$10,000
TOTAL	<u>\$37,000.00</u>

4620 Maintenance & Repair – Operating Equipment – These funds are for the maintenance and repair of parks equipment and structures.

Fence installation, parts and repairs	\$9,000	Electrical repairs and parts	\$4,500
Mulch	\$1,600	Plumbing repairs and parts	\$2,000
Weed killers	\$4,900	Plants / Landscaping materials	\$3,000
Fertilizers	\$3,000	Turf-Seeds	\$4,000
Sports field paints	\$2,200	Misc. athletic field materials & supplies	\$3,500
Baseball bases	\$1,000	Parts and supplies for equipments	\$3,500
Baseball Home plates	\$100	Parts & repairs playgrounds structures	\$2,000
Soils, sand	\$7,000	Sod	\$2,000
Aerosol Athletic Field markings	\$1,500	Clay	\$3,000
Field Layout measuring tapes	\$400	Sports field repair, infield leveling	\$1,500
Irrigation parts & repairs	\$4,500	Misc. lumber, construction & hardware	\$3,000
		TOTAL	<u>\$67,200</u>

5210 Supplies

Cosgrove Toilet Supplies	\$4,900
Camera Card Loader for computer	\$150
Locking file cabinet	\$75
Park Signs	\$4,160
TOTAL	<u>\$9,285</u>



GIBSON-BETHEL COMMUNITY CENTER

001-2020-519

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 Community Center is approximately 30,000 square foot facility with a fitness room, a basketball and volleyball court, multipurpose rooms and classroom space for programs and activities. The Community Center functions under the supervision of the Parks and Recreation Director who is responsible for the general operation and programming of the activities and classes. The Community Center was established in 2003 through various grants and other types of funding.

GIBSON-BETHEL COMMUNITY CENTER ACCOMPLISHMENTS FOR FY 2011

- Achieved the distribution of 250 back packs with school supplies.
- 15th Annual Turkey Drive provided 200 turkeys to resident children and their families.
- 15th Annual Toy Drive provided 500 toys to community children including children which participate in our Afterschool House Program.
- 4rd Annual Easter Egg Hunt held at the Gibson-Bethel Community Center, providing an array of fun and exciting games for community children for over 100 children.
- 2ND Annual T-Ball season was held at the Gibson-Bethel Community Center. There were 80 participants that joined this league. The age range was from 5-7 years of age.
- Dedication of the small T-ball area to Andre Dawson; renaming it, *Andre Dawson Field* at Murray Park.
- Collaboration with the South Miami Police Department through our Spring Camp program providing time to show off their equipment (i.e. cars, motorcycle and K-9).
- Collaboration with the *University of Miami Pediatrics Department* and *Families First* – providing a free of charge session of 10 weeks assisting mothers with newborn – 6 months of age babies.
- Collaboration with *Strong Women Strong Girls*, providing a mentoring program for participants in the Afterschool House Program.
- Collaboration with *Christ Fellowship* in



providing a free barbeque/picnic for 60 seniors through our South Miami Senior Center at Murray Park.

- Collaboration with *Providence Road* in providing the Super Bowl experience on a Fat Screen for the community, free of charge.
- Collaboration with *Ocaquatics*, providing swimming lessons to all the participants in our Spring Camp

program.

- Capital Improvement - Professionally cleaned the second floor carpeting in the fitness, education, computer, hallway and lobby areas.
- Capital Improvement - Installation of two canopies of bleachers on the football/soccer field, providing shade for parents and spectators and enhancement of the park.

GIBSON-BETHEL COMMUNITY CENTER OBJECTIVES FOR FY 2012

- One objective for the Gibson-Bethel Community Center for FY 2012 will be to increase the Fitness Component participants.
- Create new programs for children who would consist of Karate, Dance, Zumba, Ti Chi and Basketball.
- Sponsorship and donation for programming, special events and enhancement of parks.
- Continue to support the green initiatives through commitment, to environmental education and conversation.
- Provide higher educational basis for the Afterschool House program and the Summer Camp program.



GIBSON-BETHEL COMMUNITY CENTER AUTHORIZED POSITIONS

POSITION/TITLE	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012
FULL TIME					
Recreation Supervisor II	0	0	0	0	1
Parks and Recreation Site Mgr.	1	1	1	1	0
Recreation Supervisor I	1	1	1	0	0
Recreation Leader	5	5	5	5	3
TOTAL F/T	7	7	7	6	4
PART TIME					
Recreation Leader (PT)	0	0	1	1	5
Recreation Aide (PT)	12	12	10	11	11
Instructors (Grant Funded)	4	4	3	3	3
Summer Recreation Aide (PT)	15	12	8	8	8
TOTAL P/T	31	28	21	23	27
TOTAL STAFF	38	35	28	29	31

GIBSON-BETHEL COMMUNITY CENTER ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2008	ACTUAL FY 2009	ACTUAL FY 2010	PROJECTED FY 2011	ESTIMATED FY 2012
Day Camp Participants	N/A	89	140	88	90
Spring Camp Participants	N/A	26	38	22	30
Winter Camp Participants	N/A	14	31	34	30
Summer Camp Participants	N/A	181	60	157	150
After School House Participants	N/A	110	116	114	65
Track & Field Participants	80	51	15	33	45
Basketball Participants	24	40	60	54	55
T-Ball Participants	N/A	N/A	60	19	40
Fitness Center Members	100	105	153	180	180



GIBSON-BETHEL COMMUNITY CENTER FY 2012

001-2020-519

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	ACTUAL 2009-2010	BUDGET 2010-2011	ESTIMATE 2010-2011	APPROVED 2011- 2012
1210	SALARIES - REGULAR	165,145	148,091	185,936	185,936	133,423
1310	SALARIES - PART TIME	100,294	72,454	262,724	262,724	337,970
1410	OVERTIME	386	188	0	0	0
2110	F.I.C.A.	19,673	16,620	34,323	34,323	36,061
2210	PENSION PLAN CONTRIBUTION	0	0	29,192	29,192	22,148
2310	GROUP HEALTH INSURANCE	19,403	17,449	32,400	32,400	22,699
2410	WORKER'S COMPENSATION	0	0	11,803	11,803	11,893
	TOTAL PERSONNEL SERVICES	304,901	254,802	556,378	556,378	564,195
3450	CONTRACTUAL SERVICES	1,531	4,218	0	0	0
4100	EQUIPMENT RENTAL	900	0	0	0	0
4125	TELEPHONE SERVICE	5,021	4,186	5,800	5,800	5,500
4310	UTILITIES-ELECTRICITY	50,375	66,393	74,856	94,856	60,150
4320	UTILITIES-WATER	2,813	10,406	8,000	8,000	8,000
4670	MAINT & REP-GRDS & STRCTR	13,623	9,830	7,043	7,043	8,743
4710	COPY MACHINE	318	0	1,668	1,668	1,668
5210	SUPPLIES	2,169	3,233	4,625	4,625	9,272
5550	SCHOOL PROGRAM	0	0	4,400	4,400	5,000
5640	BASKETBALL	0	0	6,510	6,510	3,840
5660	SUMMER CAMP	0	0	6,365	6,365	6,450
5670	SPECIAL REC PROGRAMS	10,616	18,965	1,900	1,900	2,700
	TOTAL OPERATING EXPENSES	87,366	117,231	121,167	141,167	111,323
6410	EQUIPMENT UNDER \$500	560	1,520	0	0	0
6430	OPERATING EQUIPMENT	29,931	18,955	6,025	6,025	0
6440	CAPITAL IMPROVEMENTS	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	30,491	20,475	6,025	6,025	0
	TOTAL COMMUNITY CENTER	422,758	392,508	683,570	703,570	675,518



GIBSON-BETHEL COMMUNITY CENTER BUDGET HIGHLIGHTS

4125 Telephone Service – This line item covers the phone service for the Community Center.

4310 Utilities – Electricity – The average monthly electricity bill is \$6667 for the field lights at the community Center which amounts to \$60,000. The annually cost for the Marshall Williamson Tennis Court lights is \$150.

4670 Maintenance & Repair – Grounds & Structures

Monthly Extermination Community Center	\$900
Bi-weekly floor mats maintenance	\$1,203
Maintaining/monitoring video cameras & alarm	\$2,880
Preventive maintenance for fitness equipment	\$1,060
Repairs for machinery in the fitness room	\$1,500
Miscellaneous repairs	\$500
Cleaning supplies for the Community Center	\$700
TOTAL	\$8,743

5210 Supplies

Purchase miscellaneous supplies from NAEIR catalogue.	\$300
4 office chairs for the main office	\$680
Trash can receptacles throughout our parks.	\$1,067
Foam filled mats for the Fitness Room.	\$720
5 green umbrellas for Murray Park	\$505
3 computers for office at the Community Center	\$3,000
5 office desks at \$600.00 each.	\$3,000
TOTAL	\$9,272



5550 School Programs

School supplies, books, learning materials	\$800
After School House supplies	\$2,000
Supplies for all activities & events FY12	\$800
Drug Education Instruction Kit - Positive Action	\$800
Supplies for all after school activities	\$600
TOTAL	\$5,000

5640 Basketball

60 Basketball Uniform	\$1,300
60 Basketball trophies	\$540
Miami Basketball.net Dues (90 games)	\$2,000
TOTAL	\$3,840

5660 – Summer Camp

Transportation for 10 field trips	\$3,000
Books for the education component	\$800
Summer Camp shirts	\$1,400
Petty Cash for 10 field trips	\$450
Supplies for End of Summer Camp Fun Day	\$800
TOTAL	\$6,450

5670 Special Recreation Programs

Turkeys for the Turkey Shoot Event	\$300
Supplies for Holiday, Spring & Summer events	\$700
Petty Cash for decoration of gym	\$700
Elves Parade Float & Haunted House decoration	\$700
SFL Age Group Track & Field Membership dues	\$300
TOTAL	\$2,700



NON-DEPARTMENTAL

001-2100-519

The Non-Departmental budget was used in the past to allocate expenditures, which would be expensed by the City but was not provided specifically to a particular department. Certain expenditures, which includes debt, contingency, pension, contractual, etc.

The expenditures within the Non-Departmental budget have been allocated to certain respective departments. For example, pension expenses have been allocated by department based on the salary amount 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 present the transfers from General Fund to any other City Funds.



NON-DEPARTMENTAL BUDGET FY 2012
001-2100-519

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	ACTUAL 2009-2010	BUDGET 2010-2011	ESTIMATE 2010-2011	APPROVED 2011-2012
2210	PENSION PLAN-CONTRIBUTION	777,780	1,316,663	0	0	0
2220	DEFERRED COMPENSATION	48,291	17,858	0	0	0
2250	SECTION 185 CONTRIBUTION	0	157,735	0	0	0
	TOTAL PERSONNEL SERVICES	826,071	1,492,256	0	0	0
3210	AUDITOR'S FEE	52,495	52,495	0	0	0
3211	PERFORMANCE AUDIT	0	35,000	0	0	0
3440	CONSULTANT-LABOR ATTORNEY	5,344	920	0	0	0
3450	CONTRACT SERVICES GIBSON - BETHEL	3,120	0	0	0	0
3456	SCHOOL CROSSING GUARD PROG	60,222	72,760	0	0	0
3457	CONTRACTUAL	33,756	3,800	0	0	0
4120	COMMUNICATIONS-TELEPHONE	65,826	75,160	0	0	0
4425	LEASE PURCHASE-POLICE 800 MHZ	0	13,710	0	0	0
4630	MAINTENANCE & REP. COMM. EQPT.	367	222	0	0	0
4720	PRINTING & PHOTOCOPYING	7,327	4,233	0	0	0
5210	SUPPLIES	43	0	0	0	0
5410	MEMBERSHIPS & SUBSCRIPTIONS	0	91	0	0	0
5290	SUPPLIES-BRICKS	1,049	0	0	0	0
7115	5.6 M LOAN PRIN. 2006-CITY PORTION	16,640	17,472	0	0	0
7116	5.6 M LOAN PRIN. 2006-MRP PORTION	83,360	87,528	0	0	0
7215	5.6 M LOAN INT. 2006-CITY PORTION	40,977	43,719	0	0	0
7216	5.6 M LOAN INT. 2006-MRP PORTION	205,281	201,427	0	0	0
9910	CONTRIBUTION-SPECIAL EVENTS	15,000	0	0	0	0
9920	GENERAL CONTINGENCY	26,574	23,902	0	0	0
9923	DEBT SERVICE-YMCA INT	382,078	73,820	0	0	0
9926	DEBT SERVICE-VAN SMITH PARK	7,988	3,763	0	0	0
9927	DEBT SERVICE-YMCA PRINCIPAL	94,313	93,864	0	0	0
9928	6.5 M LOAN PRIN. 2002A-CITY PORTION	100,000	100,000	0	0	0
9929	2.2 M LOAN 2001A PRINCIPAL	21,632	22,464	0	0	0
9930	6.5 M LOAN PRIN. 2002A-MRP PORTION	45,000	45,000	0	0	0
9931	ECONOMIC DEVELOPMENT	108,368	112,536	0	0	0
9932	STREET BEAUTIFICATION	0	900	0	0	0
9934	1 M LOAN PRINCIPAL-CITY PORTION	5,201	24,589	0	0	0
9935	1 M LOAN PRINCIPAL-MRP PORTION	12,136	57,373	0	0	0
9945	6.5 M LOAN INT. 2002A-MRP PORTION	251,731	247,323	0	0	0



ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	ACTUAL 2009-2010	BUDGET 2010-2011	ESTIMATE 2010-2011	APPROVED 2011-2012
9946	2.2 M LOAN INTEREST 2001A	100,160	97,923	0	0	0
9947	6.5 M LOAN INT. 2002A-CITY PORTION	50,249	49,370	0	0	0
9948	DEBT SERVICE-INT. VAN SMITH PARK	10,245	10,693	0	0	0
9949	1 M LOAN INTEREST-CITY PORTION	16,794	12,571	0	0	0
9951	1 M LOAN INTEREST-MRP PORTION	39,197	29,333	0	0	0
9962	UNDERGROUND FUEL STORAGE	61,618	0	0	0	0
	TOTAL OPERATING EXPENSES	1,924,091	1,613,961	0	0	0
6410	EQUIPMENT UNDER \$500	429	200	0	0	0
	TOTAL CAPITAL OUTLAY	429	200	0	0	0
9120	INTRA-GOV. TRANSFER-DEBT SERVICE	0	0	275,998	275,998	682,550
9130	INTRA-GOV. EMERG RESERVES FUND	0	0	1,765,276	1,765,276	0
9140	INTRA-GOV. CAPITAL IMPROV PRO FUND	0	0	0	0	1,376,582
9150	INTRA-GOV. COMM. REDEV AGENCY FUND	0	0	0	0	572,023
	TOTAL CAPITAL OUTLAY	0	0	2,041,274	2,041,274	2,631,155
	TOTAL NON -DEPARTMENTAL	2,750,591	3,106,417	2,041,274	2,041,274	2,631,155



NON-DEPARTMENTAL BUDGET HIGHLIGHTS

9120 INTRA-GOVERNMENTAL TRANSFER-DEBT SERVICE – Transfer from the General Fund to pay for the City’s portion of outstanding long-term debt.

9130 INTRA-GOVERNMENTAL EMERG RESERVES FUND - This expense account as used to establish the funds requires as per the 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. Currently the Emergency Reserve Fund is fully funded as required and the general fund does not need to contribute any additional funds.

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.

9150 INTRA-GOVERNMENTAL COMM. REDEV AGENCY FUND - The amount which must be transferred to the CRA from the City’s ad valorem. This amount represents the City responsibility.



SPECIAL REVENUE FUNDS

STORMWATER DRAIN TRUST FUND

LOCAL OPTION GAS TAX TRUST FUND

PEOPLE TRANSPORTATION TAX FUND

HURRICANE RESERVE FUND



STORMWATER DRAIN TRUST FUND

CITY OF SOUTH MIAMI SPECIAL REVENUE FUND III

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 are assessed through the water billing system managed by the Miami-Dade County Water & Sewer Department (WASD). However, those customers with private water wells and septic are billed directly by the City of South Miami Finance Department. The Stormwater Utility is supported by user fees, which are to be used only for the management, maintenance and improvement of the public stormwater system. The stormwater utility fee rate is based upon a standard, which is referred to as an “Equivalent Residential Unit” (ERU). Ordinance 10-02-1778 set the ERU at \$4.50 per month. All residential units, including single-family homes, condominiums, apartments, duplex, townhouse or mobile home, are charged the fee rate for one ERU or \$4.50 per month. All non-residential properties are charged a user fee, which is specific for the actual impervious area of the property. The fee is determined through the use of a formula by the rate of one ERU (\$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 FUND DEBT SERVICE

STREET SWEEPER
ORDINANCE 54-08-1989
\$115,414.00

FY	DATE	AMOUNT	PRINCIPAL	INTEREST	BALANCE
2009	5/23/2009	25,134.04	23,921.39	1,212.65	91,492.61
2010	2/23/2010	25,134.04	22,152.89	2,981.15	69,339.72
2011	2/23/2011	25,134.04	22,146.16	2,987.88	47,193.56
2012	2/23/2012	25,134.04	23,100.45	2,033.59	24,093.11
2013	2/23/2013	25,134.04	24,093.11	1,041.03	0.00
Total		125,670.20	115,414.00	10,256.30	

DEPARTMENT OF EMERGENCY RESOURCE MANAGEMENT
FEMA-SECONDARY CANAL DREDGING PROJECT
ORDINANCE 17-06-1885
\$270,363

FY	DATE	AMOUNT	PRINCIPAL	INTEREST	BALANCE
2010	12/1/2009	28,536.00	27,036.00	1,500.00	243,327.00
2011	12/1/2010	28,521.00	27,036.00	1,485.00	216,291.00
2012	12/1/2011	29,036.00	27,036.00	2,000.00	189,255.00
2013	12/1/2012	28,536.00	27,036.00	1,500.00	162,219.00
2014	12/1/2013	28,536.00	27,036.00	1,500.00	135,183.00
2015	12/1/2014	28,536.00	27,036.00	1,500.00	108,147.00
2016	12/1/2015	28,536.00	27,036.00	1,500.00	81,111.00
2017	12/1/2016	28,536.00	27,036.00	1,500.00	54,075.00
2018	12/1/2017	28,536.00	27,036.00	1,500.00	27,039.00
2019	12/1/2018	28,539.00	27,039.00	1,500.00	0.00
Total		285,848.00	270,363.00	15,485.00	



**STORM WATER DRAIN TRUST
CITY OF SOUTH MIAMI FUND III**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	ACTUAL 2009-2010	BUDGET 2010-2011	ESTIMATE 2010-2011	APPROVED 2011-2012
BEGINNING FUND BALANCE		539,296	348,446	366,306	366,306	297,722
REVENUES						
314-3000	UTILITY TAX-STORMWATER	53,864	17,826	28,000	48,000	18,900
330-1000	INTERGOVERNMENTAL REVENUE	365,007	378,719	250,000	290,000	350,000
361-2000	INTEREST INCOME	12,100	11,831	7,500	6,500	7,500
	TOTAL REVENUE	430,971	408,376	285,500	344,500	376,400
EXPENDITURES						
541-1210	REGULAR SALARY	8,301	4,481	42,534	42,534	42,534
541-2110	FICA	607	361	3,255	3,255	3,255
541-2210	PENSION PLAN CONTRIBUTION	0	0	6,052	6,052	6,052
541-2310	GROUP HEALTH INSURANCE	0	0	5,196	5,196	5,196
541-2410	WORKER'S COMPENSATION	0	0	3,731	3,731	3,731
	TOTAL PERSONNEL SERVICES	8,908	4,842	60,768	60,768	60,768
541-3100	PROFESSIONAL SERVICES	0	0	0	0	0
541-3450	CONTRACTUAL SERVICES	136,362	74,557	0	21,245	107,595
541-4070	TRAVEL & CONFERENCE	0	0	0	0	0
541-4080	EMPLOYEE EDUCATION	0	0	0	0	0
541-4455	LEASE PURCHASE-TRUCK	31,252	30,821	0	0	0
541-4640	MAINT & REPAIR STRS/PARKWAYS	103	0	0	0	0
	TOTAL OPERATING EXPENSES	167,717	105,378	0	21,245	107,595
541-6490	CONSTRUCTION PROJECTS	195,196	30,296	50,000	50,000	96,250
541-6491	REPAYMENT TO MIAMI DADE COUNTY	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	195,196	30,296	50,000	50,000	96,250
541-7100	DEBT - PRINCIPAL	0	0	22,146	27,036	50,136
541-7200	DEBT- INTEREST	0	0	2,988	4,035	4,034
541-9120	TRANSFER-GEN FUND	250,000	250,000	250,000	250,000	250,000
	TOTAL OTHER FINANCING SOURCES	250,000	250,000	275,134	281,071	304,170
	TOTAL FUND EXPENSES	621,821	390,516	385,902	413,084	568,783
ENDING FUND BALANCE		348,446	366,306	265,904	297,722	105,340



STORMWATER DRAIN TRUST FUND BUDGET HIGHLIGHTS

1210 Regular Salary – The budget includes the salary of the street sweeper operator and the percentage of the GIS Specialist.

3450 Contractual Services –

Stormwater Master-plan	\$85,000
Maintenance Interlocal Agreement with Miami-Dade County. Canal Maintenance City Share 57%	\$20,000
DERM Annual Operating Permit Renewal Fee	\$900
FDEP Annual Regulatory Program & Surveillance Fee 2012	\$345
NPDES Interlocal Agreement payment permit	\$1,350
	<u>\$107,595</u>

6490- Construction Projects – Citywide Drainage Improvement Phase 6 \$96,250.

9120 Transfer General Fund – The Stormwater Fund contributes to the City's General Fund for indirect services provided on behalf of the Stormwater Utilities Fund.

7110 Debt Principle – Debt incurred throughout financing requires repayment. Each repayment is required to be classified as principle or interest. This account was created and funded to meet the principle payment requirement of the responsible department/division.

7210 Debt Interest - Debt incurred throughout financing requires repayment. Each repayment is required to be classified as principle or interest. This account was created and funded to meet the interest payment requirement of the responsible department/division.



LOCAL OPTION GAS TAX TRUST FUND

CITY OF SOUTH MIAMI SPECIAL REVENUE FUND 112

LOCAL OPTION GAS TAX 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 2010-11 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 (April 1, 2009) 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 (2009 City/County Mileage Report, data as of September 30, 2009).

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 2008-2009	ACTUAL 2009-2010	BUDGET 2010-2011	ESTIMATE 2010-2011	APPROVED FY 2012
BEGINNING FUND BALANCE		289,446	264,656	313,738	313,738	305,484
REVENUES						
330-1000	INTERGOVERNMENTAL REVENUE	64,753	62,340	64,746	64,746	64,770
361-2000	INTEREST INCOME	1,409	1,001	2,000	2,000	2,000
	TOTAL REVENUE	66,162	63,341	66,746	66,746	66,770
EXPENSES						
541-3100	PROFESSIONAL FEES	0	0	0	0	0
541-3450	CONTRACTUAL SERVICES	90,952	14,259	0	0	0
541-4640	MAINT & REPAIR STRS/PARKWAYS	0	0	0	0	0
	TOTAL OPERATING EXPENSES	90,952	14,259	0	0	0
541-6210	INFRASTRUCTURE PROJECTS	0	0	75,000	75,000	185,000
	TOTAL CAPITAL OUTLAY	0	0	75,000	75,000	185,000
	TOTAL FUND EXPENSES	90,952	14,259	75,000	75,000	185,000
ENDING FUND BALANCE		264,656	313,738	305,484	305,484	187,254

LOCAL OPTION GAS TRUST FUND BUDGET HIGHLIGHTS

541-6210 Infrastructural Projects – Street Resurfacing Program Phase I & Drainage Improvement Phase 6.



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 ensuing 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.



**PEOPLE'S TRANSPORTATION TAX FUND
CITY OF SOUTH MIAMI FUND 124**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	ACTUAL 2009-2010	BUDGET 2010-2011	ESTIMATE 2010-2011	APPROVED 2011-2012
BEGINNING FUND BALANCE		347,169	468,768	646,468	646,468	563,468
REVENUES						
330-1000	INTERGOVERNMENTAL REVENUE	302,782	297,288	300,000	300,000	300,000
335-4920	LOCAL OPTION GAS TAX	0	0	0	0	0
361-2000	INTEREST INCOME	0	60	0	0	0
369-3000	REFUND-PRIOR YEAR EXPENSES	0	0	0	0	0
369-3500	PRIOR YEAR REVENUES	0	0	0	0	0
TOTAL REVENUE		302,782	297,348	300,000	300,000	300,000
EXPENDITURES						
541-1210	SALARIES-REGULAR	4,314	631	0	0	0
541-2110	FICA	328	48	0	0	0
TOTAL PERSONNEL SERVICES		4,642	680	0	0	0
541-3100	PROFESSIONAL FEES	6,400	11,349	0	0	0
541-3450	CONTRACTUAL SERVICES	170,141	107,619	85,000	85,000	0
TOTAL OPERATING EXPENSES		176,541	118,968	85,000	85,000	0
541-6430	EQUIPMENT-OPERATING	0	0	0	0	0
541-6490	CONSTRUCTION PROJECTS	0	0	298,000	298,000	707,750
TOTAL CAPITAL OUTLAY		0	0	298,000	298,000	707,750
TOTAL FUND EXPENSES		181,183	119,648	383,000	383,000	707,750
ENDING FUND BALANCE		468,768	646,468	563,468	563,468	155,718



PEOPLE'S TRANSPORTATION TAX FUND BUDGET HIGHLIGHTS

6490 Construction Projects – The studies for Mango Terrace and Pinecrest Villas are both complete and \$315,000 has been budgeted to complete the engineering design and construction for implementation of recommended traffic calming devices.

Traffic Calming for Cocoplum Terrace and Manor Lane is budgeted for \$100,000 of improvements.

In an effort to comply with direct transit 20% requirement, Public Works will be completing the design and installation of one new bus shelters, in order to facilitate access to transit within the city limits. \$49,000

Citywide Drainage Improvement Phase 6 transit related improvements \$193,750.

Repair for Sidewalk \$50,000



HURRICANE RESERVE FUND

CITY OF SOUTH MIAMI FUND 110

The fund has been maintained as a reserve incase of any Hurricane. The fund is to be used in preparing and in cleanup. This fund serves the same purpose as the Emergency Reserve, which was established by City Ordinance 23-08-1958.

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	ACTUAL 2009-2010	BUDGET 2010-2011	ESTIMATE 2010-2011	APPROVED 2011-2012
BEGINNING FUND BALANCE		178,823	181,437	182,726	182,726	0
REVENUES						
361-2000	INTEREST INCOME	3,317	2,358	0	577	0
	TOTAL REVENUE	3,317	2,358	0	577	0
EXPENSES						
513-4400	RENTALS & LEASES	0	0	0	0	0
513-4620	REPAIR & MAINT. OPER EQUIP	0	0	0	0	0
513-4680	MAINT & REP - OUTSIDE SERVICES	0	0	0	0	0
513-5210	SUPPLIES	702	1,069	0	0	0
513-9940	HURRICANE CLEANUP EXP	0	0	0	0	0
	TOTAL OPERATING EXPENSES	702	1,069	0	0	0
541-9120	TRANSFER-GEN FUND	0	0	183,039	183,302	0
	TOTAL OTHER FINANCING SOURCES	0	0	183,039	183,302	0
	TOTAL FUND EXPENSES	702	1,069	183,039	183,302	0
ENDING FUND BALANCE		181,438	182,726	-313	0	0

HURRICANE RESERVE FUND BUDGET HIGHLIGHTS

541-9120 Transfer-General Fund – The City in an effort to maintain compliance with the GASB 54 - Fund Balance Reporting and Governmental Fund Type, will be consolidating the Hurricane Fund into the General Fund. This fund is not required by law and is not necessary in being maintained as a Special Revenue Fund.



OTHER FUNDS

DEBT SERVICE FUND

HOMETOWN DISTRICT IMPROVEMENT TRUST FUND

CAPITAL IMPROVEMENT PROGRAM FUND

SELF-INSURANCE 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 this Fiscal Year 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.

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 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.



FLORIDA MUNICIPAL LOAN COUNCIL BOND 2001A						
FY	DATE	PRINCIPAL	INTEREST	FEES	TOTAL	BALANCE
9/30/2012	11/1/2011	50,000	45,931	1,165	97,096	
	5/1/2012	-	44,681	1,140	45,821	1,780,000
9/30/2013	11/1/2012	55,000	44,681	1,140	100,821	
	5/1/2013	-	43,306	1,113	44,419	1,725,000
9/30/2014	11/1/2013	55,000	43,306	1,113	99,419	
	5/1/2014	-	41,863	1,085	42,948	1,670,000
9/30/2015	11/1/2014	60,000	41,863	1,085	102,948	
	5/1/2015	-	40,288	1,055	41,343	1,610,000
9/30/2016	11/1/2015	60,000	40,288	1,055	101,343	
	5/1/2016	-	38,713	1,025	39,738	1,550,000
9/30/2017	11/1/2016	65,000	38,713	1,025	104,738	
	5/1/2017	-	37,006	993	37,999	1,485,000
9/30/2018	11/1/2017	70,000	37,006	993	107,999	
	5/1/2018	-	35,169	958	36,126	1,415,000
9/30/2019	11/1/2018	75,000	35,169	958	111,126	
	5/1/2019	-	33,200	920	34,120	1,340,000
9/30/2020	11/1/2019	75,000	33,200	920	109,120	
	5/1/2020	-	31,419	883	32,301	1,265,000
9/30/2021	11/1/2020	80,000	31,419	883	112,301	
	5/1/2021	-	29,519	843	30,361	1,185,000
9/30/2022	11/1/2021	85,000	29,519	843	115,361	
	5/1/2022	-	27,500	800	28,300	1,100,000
9/30/2023	11/1/2022	90,000	27,500	800	118,300	
	5/1/2023	-	25,250	755	26,005	1,010,000
9/30/2024	11/1/2023	90,000	25,250	755	116,005	
	5/1/2024	-	23,000	710	23,710	920,000
9/30/2025	11/1/2024	95,000	23,000	710	118,710	
	5/1/2025	-	20,625	663	21,288	825,000
9/30/2026	11/1/2025	100,000	20,625	663	121,288	
	5/1/2026	-	18,125	613	18,738	725,000
9/30/2027	11/1/2026	105,000	18,125	613	123,738	
	5/1/2027	-	15,500	560	16,060	620,000
9/30/2028	11/1/2027	110,000	15,500	560	126,060	
	5/1/2028	-	12,750	505	13,255	510,000
9/30/2029	11/1/2028	120,000	12,750	505	133,255	
	5/1/2029	-	9,750	445	10,195	390,000
9/30/2030	11/1/2029	125,000	9,750	445	135,195	
	5/1/2030	-	6,625	383	7,008	265,000
9/30/2031	11/1/2030	130,000	6,625	383	137,008	
	5/1/2031	-	3,375	318	3,693	135,000
9/30/2032	11/1/2031	135,000	3,375	318	138,693	
	TOTAL:	2,200,000	2,080,771	56,588	4,337,359	



VAN SMITH PROPERTY (KNOWN AS THE HAMMOCK HOUSE)

On April 20, 2005, the City purchased property located at 7800 SW 59 Ave for \$573,367 financed through the issuance of a note payable to a local bank. The note calls for quarterly payments of principal of \$20,477 and quarterly interest payments of varying amounts at an annual interest rate of 3.95%. The note matures on April 30, 2012. The property is to be for Public Use.

VAN SMITH PROPERTY					
PAYMENT DATE	BEG. BALANCE	PRINCIPAL	INTEREST	TOTAL PAYMENT	ENDING BALANCE
10/31/10	143,341.63	20,477.38	1,415.50	21,892.88	122,864.25
1/31/11	122,864.25	20,477.38	1,213.28	21,690.66	102,386.87
4/30/11	102,386.87	20,477.38	1,011.07	21,488.45	81,909.49
7/31/11	81,909.49	20,477.38	808.86	21,286.24	61,432.11
10/31/11	61,432.11	20,477.38	606.64	21,084.02	40,954.73
1/31/2012	40,954.73	20,477.38	404.43	20,881.81	20,477.35
4/30/2012	20,477.35	20,477.35	202.21	20,679.56	0.00
	TOTAL	573,366.50	82,728.03	56,094.53	



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.



FLORIDA MUNICIPAL LOAN COUNCIL BOND 2002A					
FY	DATE	PRINCIPAL	INTEREST	TOTAL	BALANCE
9/30/2012	11/1/11		95,209.38	95,209	
	5/1/12	105,000.00	95,209.38	200,209	3,585,000
9/30/2013	11/1/12		92,584.38	92,584	
	5/1/13	105,000.00	92,584.38	197,584	3,480,000
9/30/2014	11/1/13		89,696.88	89,697	
	5/1/14	110,000.00	89,696.88	199,697	3,370,000
9/30/2015	11/1/14		86,671.88	86,672	
	5/1/15	120,000.00	86,671.88	206,672	3,250,000
9/30/2016	11/1/15		83,371.88	83,372	
	5/1/16	125,000.00	83,371.88	208,372	3,125,000
9/30/2017	11/1/16		79,934.38	79,934	
	5/1/17	130,000.00	79,934.38	209,934	2,995,000
9/30/2018	11/1/17		76,359.38	76,359	
	5/1/18	135,000.00	76,359.38	211,359	2,860,000
9/30/2019	11/1/18		72,646.88	72,647	
	5/1/19	145,000.00	72,646.88	217,647	2,715,000
9/30/2020	11/1/19		68,659.38	68,659	
	5/1/20	155,000.00	68,659.38	223,659	2,560,000
9/30/2021	11/1/20		64,784.38	64,784	
	5/1/21	160,000.00	64,784.38	224,784	2,400,000
9/30/2022	11/1/21		60,784.38	60,784	
	5/1/22	170,000.00	60,784.38	230,784	2,230,000
9/30/2023	11/1/22		56,534.38	56,534	
	5/1/23	175,000.00	56,534.38	231,534	2,055,000
9/30/2024	11/1/23		52,159.38	52,159	
	5/1/24	185,000.00	52,159.38	237,159	1,870,000
9/30/2025	11/1/25		47,534.38	47,534	
	5/1/25	195,000.00	47,534.38	242,534	1,675,000
9/30/2026	11/1/25		42,659.38	42,659	
	5/1/26	205,000.00	42,659.38	247,659	1,470,000
9/30/2027	11/1/26		37,534.38	37,534	
	5/1/27	215,000.00	37,534.38	252,534	1,255,000
9/30/2028	11/1/27		32,159.38	32,159	
	5/1/28	230,000.00	32,159.38	262,159	1,025,000
9/30/2029	11/1/28		26,265.63	26,266	
	5/1/29	240,000.00	26,265.63	266,266	785,000
9/30/1930	11/1/29		20,115.63	20,116	
	5/1/30	250,000.00	20,115.63	270,116	535,000
9/30/1931	11/1/30		13,709.38	13,709	
	5/1/31	260,000.00	13,709.38	273,709	275,000
9/30/1932	11/1/31		7,046.88	7,047	
	5/1/32	275,000.00	7,046.88	282,047	0
	TOTAL	3,690,000	2,412,844	6,102,844	



FLORIDA MUNICIPAL LOAN COUNCIL BOND 2006					
FY	DATE	PRINCIPAL	INTEREST	TOTAL	BALANCE
9/30/12	10/01/11	30,000	32,609	62,609	1,445,000
	04/01/12		32,009	32,009	
9/30/13	10/01/12	30,000	32,009	62,009	1,415,000
	04/01/13		31,409	31,409	
9/30/14	10/01/13	35,000	31,409	66,409	1,380,000
	04/01/14		30,709	30,709	
9/30/15	10/01/14	35,000	30,709	65,709	1,345,000
	04/01/15		29,834	29,834	
9/30/16	10/01/15	35,000	29,834	64,834	1,310,000
	04/01/16		28,959	28,959	
9/30/17	10/01/16	40,000	28,959	68,959	1,270,000
	04/01/17		27,959	27,959	
9/30/18	10/01/17	40,000	27,959	67,959	1,230,000
	04/01/18		26,959	26,959	
9/30/19	10/01/18	40,000	26,959	66,959	1,190,000
	04/01/19		25,959	25,959	
9/30/20	10/01/19	45,000	25,959	70,959	1,145,000
	04/01/20		25,059	25,059	
9/30/21	10/01/20	45,000	25,059	70,059	1,100,000
	04/01/21		24,131	24,131	
9/30/22	10/01/21	50,000	24,131	74,131	1,050,000
	04/01/22		23,100	23,100	
9/30/23	10/01/22	50,000	23,100	73,100	1,000,000
	04/01/23		22,069	22,069	
9/30/24	10/01/23	55,000	22,069	77,069	945,000
	04/01/24		20,934	20,934	
9/30/25	10/01/24	55,000	20,934	75,934	890,000
	04/01/25		19,800	19,800	
9/30/26	10/01/25	60,000	19,800	79,800	830,000
	04/01/26		18,563	18,563	
9/30/27	10/01/26	60,000	18,563	78,563	770,000
	04/01/27		17,325	17,325	
9/30/28	10/01/27	60,000	17,325	77,325	710,000
	04/01/28		15,975	15,975	
9/30/29	10/01/28	65,000	15,975	80,975	645,000
	04/01/29		14,513	14,513	
9/30/30	10/01/29	70,000	14,513	84,513	575,000
	04/01/30		12,938	12,938	
9/30/31	10/01/30	70,000	12,938	82,938	505,000
	04/01/31		11,363	11,363	
9/30/32	10/01/31	75,000	11,363	86,363	430,000
	04/01/32		9,675	9,675	
9/30/33	10/01/32	80,000	9,675	89,675	350,000
	04/01/33		7,875	7,875	
9/30/34	10/01/33	80,000	7,875	87,875	270,000
	04/01/34		6,075	6,075	
9/30/35	10/01/34	85,000	6,075	91,075	185,000
	04/01/35		4,163	4,163	
9/30/36	10/01/35	90,000	4,163	94,163	95,000
	04/01/36		2,138	2,138	
9/30/37	10/01/36	95,000	2,138	97,138	0
	TOTAL:	1,475,000	1,011,597	2,486,597	



SUNTRUST LOAN 2011					
FY	DATE	PRINCIPLE	INTEREST	TOTAL	BALANCE
2012	10/1/2011	0	42,125	42,125	7,575,000.00
2013	10/1/2012	365,000	344,663	709,663	7,210,000.00
2014	10/1/2013	385,000	328,055	713,055	6,825,000.00
2015	10/1/2014	400,000	310,538	710,538	6,425,000.00
2016	10/1/2015	410,000	292,338	702,338	6,015,000.00
2017	10/1/2016	435,000	273,683	708,683	5,580,000.00
2018	10/1/2017	450,000	253,890	703,890	5,130,000.00
2019	10/1/2018	480,000	233,415	713,415	4,650,000.00
2020	10/1/2019	495,000	211,575	706,575	4,155,000.00
2021	10/1/2020	520,000	189,053	709,053	3,635,000.00
2022	10/1/2021	540,000	165,393	705,393	3,095,000.00
2023	10/1/2022	565,000	140,823	705,823	2,530,000.00
2024	10/1/2023	590,000	115,115	705,115	1,940,000.00
2025	10/1/2024	620,000	88,270	708,270	1,320,000.00
2026	10/1/2025	645,000	60,060	705,060	675,000.00
2027	10/1/2026	675,000	30,713	705,713	0.00
	TOTAL	7,575,000	3,079,705	10,654,705	



**DEBT FUND SCHEDULE
FISCAL YEAR 2012**

	BALANCE	PRINCIPLE	INTEREST	FEES	PAYMENT	BALANCE
FMLC Series 2001A Bonds Multipurpose	\$1,830,000	\$50,000	\$90,613	\$2,305	\$142,918	\$1,780,000
FMLC Series 2002A South Miami Parking Garage	\$3,690,000	\$105,000	\$190,419	\$0	\$295,419	\$3,585,000
FMLC Series 2006 South Miami Parking Garage	\$1,475,000	\$30,000	\$64,619	\$0	\$94,619	\$1,445,000
SunTrust Bank Loan Refinance SM Parking Garage	\$7,575,000	\$0	\$42,125	\$0	\$42,125	\$7,575,000
FNBSM Note Payable Van Smith Property	\$61,432	\$61,432	\$1,213	\$0	\$62,645	\$0
TOTAL	\$14,631,432	\$246,432	\$388,989	\$2,305	\$637,726	\$14,385,000



**MARK RICHMAN PROPERTIES INC (MRP)
LOAN ALLOCATION SCHEDULE
FOR 2011-2012**

DESCRIPTION	PAYMENT DATE	AMOUNT	ALLOCATION PERCENTAGE		CITY PRINCIPAL	CITY INTEREST	MRP PRINCIPAL	MRP INTEREST	TOTAL
SUNTRUST OBLIGATION:			P & I ALLOC						
PRINCIPAL	11/01/11	22,178.50	City	MRP	6,653.55		15,524.95		22,178.50
INTEREST	11/01/11	8,788.13	30%	70%		2,636.44		6,151.69	8,788.13
PRINCIPAL	02/01/12	22,418.25	City	MRP	6,725.48		15,692.78		22,418.25
INTEREST	02/01/12	8,548.38	30%	70%		2,564.51		5,983.87	8,548.38
PRINCIPAL	05/01/12	22,841.16	City	MRP	6,852.35		15,988.81		22,841.16
INTEREST	05/01/12	8,125.47	30%	70%		2,437.64		5,687.83	8,125.47
PRINCIPAL	08/01/12	22,907.51	City	MRP	6,872.25		16,035.26		22,907.51
INTEREST	08/01/12	8,059.12	30%	70%		2,417.74		5,641.38	8,059.12
TOTAL		123,866.52			27,103.63	10,056.33	63,241.79	23,464.77	123,866.52
					37,159.96		86,706.56		
DESCRIPTION	PAYMENT DATE	AMOUNT	ALLOCATION PERCENTAGE		CITY PRINCIPAL	CITY INTEREST	MRP PRINCIPAL	MRP INTEREST	TOTAL
FMLC SERIES 2002A:			P & I ALLOC						
			City	MRP					
INTEREST	11/1/2011	139,725.00	16.64%	83.36%		23,250.24		116,474.76	139,725.00
			P & I ALLOC						
PRINCIPAL	5/1/2012	150,000.00	City	MRP	24,960.00		125,040.00		150,000.00
INTEREST	5/1/2012	139,725.00	16.64%	83.36%		23,250.24		116,474.76	139,725.00
TOTAL		429,450.00			24,960.00	46,500.48	125,040.00	232,949.52	429,450.00
					71,460.48		357,989.52		
DESCRIPTION	PAYMENT DATE	AMOUNT	ALLOCATION PERCENTAGE		CITY PRINCIPAL	CITY INTEREST	MRP PRINCIPAL	MRP INTEREST	TOTAL
FMLC SERIES 2006A:			P & I ALLOC						
			P & I ALLOC						
PRINCIPAL	10/1/2011	110,000.00	City	MRP	18,304.00		91,696.00		110,000.00
INTEREST	10/1/2011	116,090.63	16.64%	83.36%		19,317.48		96,773.15	116,090.63
			City	MRP					
INTEREST	4/1/2012	113,890.63	16.64%	83.36%		18,951.40		94,939.23	113,890.63
TOTAL		339,981.26			18,304.00	38,268.88	91,696.00	191,712.38	339,981.26
TOTAL FOR 2011-2012		893,297.78			70,367.63	94,825.69	279,977.79	448,126.67	893,297.78
					165,193.32		728,104.46		

TOTAL MRP 728,104.46



DEBT SERVICE FUND BUDGET FY 12

CITY OF SOUTH MIAMI FUND 201

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	ACTUAL 2009-2010	BUDGET 2010-2011	ESTIMATE 2010-2011	APPROVED 2011-2012
BEGINNING FUND BALANCE		0	0	0	0	0
REVENUES						
381-1100	TRANSFER IN FROM GF	0	0	275,998	275,998	682,550
366-9000	SOUTH HOSPITAL FOUNDATION	0	0	145,468	145,468	142,918
366-9300	RICHMAN PROPERTIES LN PMT	0	0	723,999	723,999	728,104
TOTAL REVENUE		0	0	1,145,465	1,145,465	1,553,572
EXPENDITURES						
DEBT SERVICE						
519-7110	DEBT PRINCIPLE	0	0	488,570	488,570	246,432
519-7210	DEBT INTEREST	0	0	654,540	654,540	388,989
519-7310	DEBT OTHER COST	0	0	2,355	2,355	2,305
TOTAL DEBT SERVICE		0	0	1,145,465	1,145,465	637,726
TOTAL EXPENDITURES		0	0	1,145,465	1,145,465	637,726
ENDING FUND BALANCE		0	0	0	0	915,846



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 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. 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 2008-2009	ACTUAL 2009-2010	BUDGET 2010-2011	ESTIMATE 2010-2011	APPROVED 2011-2012
BEGINNING FUND BALANCE		0	0	0	0	3,050
REVENUES						
341-9060	PARKING EXCEPTION	0	0	28,000	28,000	28,000
361-2000	INTEREST INCOME	0	0	55	50	55
369-9201	MISC OTHER	0	0	0	0	0
	TOTAL REVENUE	0	0	28,055	28,050	28,055
EXPENSES						
513-4400	MISC EXPENSE	0	0	0	0	0
	TOTAL OPERATING EXPENSES	0	0	0	0	0
513-6110	ACQUISITION OF DISON	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	0	0	0
541-9120	TRANSFER TO GEN FUND	0	0	25,000	25,000	25,000
	TOTAL OTHER FINANCING SOURCES	0	0	25,000	25,000	25,000
	TOTAL FUND EXPENSES	0	0	25,000	25,000	25,000
ENDING FUND BALANCE		0	0	3,055	3,050	6,105

**HOMETOWN DISTRICT IMPROVEMENT TRUST FUND
BUDGET HIGHLIGHTS**

541-9120 Transfer to General Fund - Hometown District Improvement Fund will contribute to the City's General Fund to help pay for a portion of the City's Debt for the new multi-space parking meters.



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 2012-2016 as listed in the Capital Improvement Program of this document. The City 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, 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.



CAPITAL IMPROVEMENT PROGRAM FUND BUDGET

CITY OF SOUTH MIAMI FUND 301

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	ACTUAL 2009-2010	BUDGET 2010-2011	ESTIMATE 2010-2011	APPROVED 2011-2012
BEGINNING FUND BALANCE		0	0	0	0	0
REVENUES						
381-1000	TRANSFER FROM GENERAL FUND	0	0	0	0	1,376,582
TOTAL REVENUE		0	0	0	0	1,376,582
EXPENSES						
534-6430	SOLID WASTE EQUIP OPERATING	0	0	0	0	394,566
521-6430	POLICE EQUIP OPERATING	0	0	0	0	144,000
521-6440	POLICE VEHICLES	0	0	0	0	216,000
519-6430	PARKS LANDS OPERATING EQUIP	0	0	0	0	5,000
519-6440	PARKS LANDS VEHICLE	0	0	0	0	21,413
519-6450	CAPITAL IMPROVEMENT	0	0	0	0	145,603
TOTAL CAPITAL EXPENSES		0	0	0	0	926,582
TOTAL FUND EXPENSES		0	0	0	0	926,582
ENDING FUND BALANCE		0	0	0	0	450,000



CAPITAL IMPROVEMENT PROGRAM FUND HIGHLIGHTS

534-6430	PW Fleet Repl. - Trash Crane, Truck, Pick-Up	\$394,566
521-6430	12 Pay and Display Parking Centers	\$144,000
521-6440	PD Fleet Repl. - 8 Vehicles	\$216,000
519-6430	Graco Line Driver	\$5,000
519-6440	Ford F250 4 x 4 Pickup Truck Parks	\$21,413
519-6450	Citywide Resurfacing	\$91,397
519-6450	City Hall - Pump System Upgrade for Fish Pond	\$4,000
519-6450	Replacement of field lights at Murray Park	\$8,000
519-6450	Replacement of carpet on the second floor at the Community Center.	\$27,900
519-6450	Replacement of rubber matting for the fitness area.	\$14,306
	TOTAL	<u><u>\$145,603</u></u>



SELF-INSURANCE FUND

CITY OF SOUTH MIAMI FUND 504

SELF-INSURANCE FUND

The Self-Insurance Fund has been used in the past to account for assets designated to pay for deductibles on liability claims against the City and to repair city vehicles damaged in accidents. The revenues received in the fund are from general fund contributions and from individuals and/or insurances companies when others damage city property. Expenditures represent repairs and settlement insurance claims not covered in the Florida Municipal Insurance Trust (FMIT), the City's general, property and workers compensation insurance carrier and a leading provider of municipality insurance in the state.

SELF INSURANCE FUND BUDGET FY 2012

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	ACTUAL 2009-2010	BUDGET 2010-2011	ESTIMATE 2010-2011	APPROVED 2011-2012
BEGINNING FUND BALANCE		185,857	188,726	189,580	189,580	0
REVENUES						
361-2000	INTEREST INCOME	171	109	0	0	0
369-9250	INSURANCE CLAIMS RECOVERY	5,146	5,146	0	0	0
TOTAL REVENUE		5,317	5,255	0	0	0
EXPENDITURES						
514-4680	MAINT & REP - OUTSIDE SVCS	2,448	4,401	0	0	0
TOTAL OPERATING EXPENSES		2,448	4,401	0	0	0
514-9920	GENERAL CONTINGENCY	0	0	0	0	0
541-9120	TRANSFER-GEN FUND	0	0	194,584	189,580	0
TOTAL OTHER FINANCING SOURCES		0	0	194,584	189,580	0
TOTAL EXPENSES		2,448	4,401	194,584	189,580	0
ENDING FUND BALANCE		188,726	189,580	-5,004	0	0



SELF-INSURANCE FUND BUDGET HIGHLIGHTS

541-9120 Transfer-General Fund – The City in an effort to maintain compliance with the GASB 54 - Fund Balance Reporting and Governmental Fund Type, will be consolidating the Self-Insurance Fund into the General Fund. This fund is not required by law and is not necessary in being maintained as a Special Revenue Fund.



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 & 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 \$1,000,000.00 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.

EMERGENCY RESERVE FUND BUDGET FY 2012

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	ACTUAL 2009-2010	BUDGET 2010-2011	ESTIMATE 2010-2011	APPROVED 2011-2012
BEGINNING FUND BALANCE		0	0	0	0	1,771,276
REVENUES						
381-1000	TRANSFER FROM GENERAL FUND	0	0	1,765,276	1,765,276	0
361-2000	INTEREST INCOME	0	0	20,145	6,000	16,150
	TOTAL REVENUE	0	0	1,785,421	1,771,276	16,150
EXPENSES						
513-4400	MISC EXPENSE	0	0	0	0	0
	TOTAL OPERATING EXPENSES	0	0	0	0	0
541-9120	TRANSFER TO GEN FUND	0	0	0	0	116,253
	OTHER FINANCING SOURCES	0	0	0	0	116,253
	TOTAL FUND EXPENSES	0	0	0	0	116,253
ENDING FUND BALANCE		0	0	1,785,421	1,771,276	1,671,173



EMERGENCY RESERVE FUND BUDGET HIGHLIGHTS

9120 Transfer to General Fund - The City has lower expenses, hence the amount of funds currently allocated within the fund exceeds the 10% requirement as per City Ordinance. The fund is providing the excess funds to the general fund.



STATE FORFEITURE FUND

CITY OF SOUTH MIAMI FUND 608

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. The funds may be used for educational purposes, 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 BUDGET FY 2012

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	ACTUAL 2009-2010	BUDGET 2010-2011	ESTIMATE 2010-2011	APPROVED 2011-2012
BEGINNING FUND BALANCE		24,359	34,857	50,986	50,986	38,865
REVENUES						
351-1000	CONFISCATED REVENUE	9,978	19,261	0	60,140	0
361-2000	INTEREST INCOME	520	390	500	350	500
TOTAL REVENUE		10,498	19,652	500	60,490	500
EXPENSES						
521-3450	CONTRACTUAL	0	0	31,500	31,500	0
521-3490	CRIME PREVENTION PROGRAMS	0	0	10,000	10,000	5,000
521-4070	TRAVEL & PER DIEM	0	4,220	6,000	6,000	7,000
521-4680	MAINTENANCE & REPAIR	0	-698	0	0	0
521-4970	EMPLOYEE TESTING	0	0	7,287	4,200	0
521-5205	COMPUTER SUPPLIES	0	0	8,502	8,502	0
521-5210	OFFICE SUPPLIES	0	0	9,998	9,998	0
521-5220	UNIFORMS	0	0	2,411	2,411	0
TOTAL OPERATING EXPENSES		0	3,522	75,698	72,611	12,000
TOTAL EXPENSES		0	3,522	75,698	72,611	12,000
ENDING FUND BALANCE		34,857	50,986	-24,212	38,865	27,365

STATE FORFEITURE FUND BUDGET HIGHLIGHTS

4070 Travel & Per Diem – This expense is to take the Explorers on their annual conference so that they may compete with other Explorers throughout the state.



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. Below please find some examples of permissible uses:

- Law enforcement investigation
- Law enforcement training
- 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
- Asset accounting and tracking
- Language assistance services
- Transfers to other law enforcement agencies
- Support of community-based programs
- Cash transfers to community-based programs are not permitted
- Windfall situations



FEDERAL FORFEITURE FUND BUDGET FY 2012

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	ACTUAL 2009-2010	BUDGET 2010-2011	ESTIMATE 2010-2011	APPROVED 2011-2012
BEGINNING FUND BALANCE		113,315	194,211	362,455	362,455	274,427
REVENUES						
330-1000	INTERGOVERNMENTAL REVENUES	108,915	177,764	0	121,649	0
361-2000	INTEREST INCOME	169	90	200	200	200
369-9200	OTHER MISC REVENUES	2,400	40,714	0	18,888	0
TOTAL REVENUE		111,484	218,567	200	140,737	200
EXPENSES						
521-1410	OVERTIME	0	0	0	15,000	0
TOTAL PERSONNEL EXPENSES		0	0	0	15,000	0
521-3450	CONTRACTUAL SERVICES	0	0	0	0	20,000
521-4450	LEASE PURCHASE-POL VEHICLE	25,205	33,308	30,060	30,060	29,448
521-5205	COMPUTER EQUIPMENT	0	0	56,337	56,337	20,000
TOTAL OPERATING EXPENSES		25,205	33,308	86,397	86,397	69,448
521-5210	SUPPLIES	0	0	0	0	10,000
521-6430	OPERATING EQUIPMENT	5,383	17,015	22,000	21,985	0
521-6800	INTANGIBLE ASSETS	0	0	0	100,000	180,000
TOTAL CAPITAL OUTLAY		5,383	17,015	22,000	121,985	190,000
521-7100	DEBT - PRINCIPAL	0	0	5,166	5,166	0
521-7200	DEBT - INTEREST	0	0	217	217	0
TOTAL DEBT SERVICE		0	0	5,383	5,383	0
TOTAL EXPENSE		30,588	50,323	113,780	228,765	259,448
ENDING FUND BALANCE		194,211	362,455	248,875	274,427	15,179



FEDERAL FORFEITURE FUND BUDGET HIGHLIGHTS

3450 Contractual Services – The cost associated with implementation management and additional training for the OSSI CADD system.

4450 Lease Police Vehicle – This account is used to lease undercover vehicles with enterprise leasing.

6800 Intangible Asset – The Police Department is updating and replacing the Communication system, which will better assist in protecting and reporting. The Police Department will be installing an OSSI system, which is currently a market leader in Police communication.



APPENDIX



CITY OF SOUTH MIAMI PAY PLAN

SENIOR MANAGEMENT PERSONNEL

MANAGEMENT, ADMINISTRATIVE AND SUPPORT PERSONNEL

GROUP I

GROUP II

GROUP III

AFSCME COLLECTIVE BARGAINING EMPLOYEE GROUP

PBA COLLECTIVE BARGAINING EMPLOYEE GROUP



A = Annually BW = Bi-Weekly H = Hourly

**SENIOR MANAGEMENT PERSONNEL
EFFECTIVE OCTOBER 1, 2011**

CLASS TITLE	SALARY RANGE	1	2	3	4	5	6
CHIEF OF POLICE	A	\$84,396	\$88,616	\$93,047	\$97,699	\$102,584	\$107,713
	BW	\$3,246	\$3,408	\$3,579	\$3,758	\$3,946	\$4,143
	H	\$40.575	\$42.604	\$44.734	\$46.971	\$49.319	\$51.785
CHIEF FINANCIAL OFFICER	A	\$84,396	\$88,616	\$93,047	\$97,699	\$102,584	\$107,713
	BW	\$3,246	\$3,408	\$3,579	\$3,758	\$3,946	\$4,143
	H	\$40.575	\$42.604	\$44.734	\$46.971	\$49.319	\$51.785
PLANNING DIRECTOR	A	\$84,396	\$88,616	\$93,047	\$97,699	\$102,584	\$107,713
	BW	\$3,246	\$3,408	\$3,579	\$3,758	\$3,946	\$4,143
	H	\$40.575	\$42.604	\$44.734	\$46.971	\$49.319	\$51.785
PUBLIC WORKS PROJECT MANAGER	A	\$74,900	\$78,645	\$82,577	\$86,706	\$91,041	\$95,593
	BW	\$2,881	\$3,025	\$3,176	\$3,335	\$3,502	\$3,677
	H	\$36.010	\$37.810	\$39.701	\$41.686	\$43.770	\$45.958
PUBLIC WORKS CHIEF SUPERINTENDENT	A	\$74,900	\$78,645	\$82,577	\$86,706	\$91,041	\$95,593
	BW	\$2,881	\$3,025	\$3,176	\$3,335	\$3,502	\$3,677
	H	\$36.010	\$37.810	\$39.701	\$41.686	\$43.770	\$45.958
HUMAN RESOURCES DIRECTOR	A	\$74,430	\$78,152	\$82,059	\$86,162	\$90,470	\$94,994
	BW	\$2,863	\$3,006	\$3,156	\$3,314	\$3,480	\$3,654
	H	\$35.784	\$37.573	\$39.451	\$41.424	\$43.495	\$45.670
CRA DIRECTOR	A	\$76,549	\$80,376	\$84,395	\$88,615	\$93,046	\$97,698
	BW	\$2,944	\$3,091	\$3,246	\$3,408	\$3,579	\$3,758
	H	\$36.802	\$38.643	\$40.575	\$42.603	\$44.734	\$46.970
RECREATION DIRECTOR	A	\$72,904	\$76,549	\$80,377	\$84,395	\$88,615	\$93,046
	BW	\$2,804	\$2,944	\$3,091	\$3,246	\$3,408	\$3,579
	H	\$35.050	\$36.803	\$38.643	\$40.575	\$42.603	\$44.734
BUILDING DIRECTOR	A	\$72,904	\$76,549	\$80,377	\$84,395	\$88,615	\$93,046
	BW	\$2,804	\$2,944	\$3,091	\$3,246	\$3,408	\$3,579
	H	\$35.050	\$36.803	\$38.643	\$40.575	\$42.603	\$44.734



APPOINTED EMPLOYEES

CITY MANAGER	A	\$140,000
	BW	\$5,385
	H	\$67.308
CITY CLERK	A	\$84,642
	BW	\$3,255
	H	\$40.693



**EFFECTIVE OCTOBER 1, 2011 (NO COLA INCREASE)
(GROUP I)**

CLASS TITLE	SALARY						
	RANGE	1	2	3	4	5	6
ENGINEERING OPERATIONS MANAGER II	A	\$74,900	\$78,645	\$82,577	\$86,706	\$91,041	\$95,593
	BW	\$2,881	\$3,025	\$3,176	\$3,335	\$3,502	\$3,677
	H	\$36.010	\$37.810	\$39.701	\$41.686	\$43.770	\$45.958
ASSISTANT PARKS & RECREATION DIRECTOR	A	\$63,395	\$66,565	\$69,893	\$73,388	\$77,057	\$80,910
	BW	\$2,438	\$2,560	\$2,688	\$2,823	\$2,964	\$3,112
	H	\$30.48	\$32.00	\$33.60	\$35.28	\$37.05	\$38.90
ASSISTANT PLANNING DIRECTOR	A	\$74,900	\$78,645	\$82,577	\$86,706	\$91,041	\$95,593
	BW	\$2,881	\$3,025	\$3,176	\$3,335	\$3,502	\$3,677
	H	\$36.010	\$37.810	\$39.701	\$41.686	\$43.770	\$45.958
ASSISTANT FINANCE DIRECTOR	A	\$74,900	\$78,645	\$82,577	\$86,706	\$91,041	\$95,593
	BW	\$2,881	\$3,025	\$3,176	\$3,335	\$3,502	\$3,677
	H	\$36.010	\$37.810	\$39.701	\$41.686	\$43.770	\$45.958
CODE ENFORCEMENT COMPLIANCE MANAGER	A	\$61,620	\$64,701	\$67,936	\$71,333	\$74,899	\$78,644
	BW	\$2,370	\$2,489	\$2,613	\$2,744	\$2,881	\$3,025
	H	\$29.625	\$31.106	\$32.662	\$34.295	\$36.009	\$37.810
COMMUNITY DEVELOPMENT MANAGER	A	\$61,620	\$64,701	\$67,936	\$71,333	\$74,899	\$78,644
	BW	\$2,370	\$2,489	\$2,613	\$2,744	\$2,881	\$3,025
	H	\$29.625	\$31.106	\$32.662	\$34.295	\$36.009	\$37.810
OFFICE MANAGER	A	\$61,620	\$64,701	\$67,936	\$71,333	\$74,899	\$78,644
	BW	\$2,370	\$2,489	\$2,613	\$2,744	\$2,881	\$3,025
	H	\$29.625	\$31.106	\$32.662	\$34.295	\$36.009	\$37.810
PURCHASING MANAGER	A	\$61,620	\$64,701	\$67,936	\$71,333	\$74,899	\$78,644
	BW	\$2,370	\$2,489	\$2,613	\$2,744	\$2,881	\$3,025
	H	\$29.625	\$31.106	\$32.662	\$34.295	\$36.009	\$37.810
GIS COORDINATOR II	A	\$58,686	\$61,620	\$64,701	\$67,936	\$71,333	\$74,900
	BW	\$2,257	\$2,370	\$2,489	\$2,613	\$2,744	\$2,881
	H	\$28.214	\$29.625	\$31.106	\$32.662	\$34.295	\$36.010



CHIEF BUILDING INSPECTOR	A	\$58,686	\$61,620	\$64,701	\$67,936	\$71,333	\$74,900
	BW	\$2,257	\$2,370	\$2,489	\$2,613	\$2,744	\$2,881
	H	\$28,214	\$29,625	\$31,106	\$32,662	\$34,295	\$36,010
GRANTS AND SUSTAINABLE INITIATIVES ADMINISTRATOR	A	\$55,891	\$58,686	\$61,620	\$64,701	\$67,936	\$71,333
	BW	\$2,150	\$2,257	\$2,370	\$2,488	\$2,613	\$2,744
	H	\$26,871	\$28,214	\$29,625	\$31,106	\$32,661	\$34,295
PRINCIPAL PLANNER	A	\$55,891	\$58,686	\$61,620	\$64,701	\$67,936	\$71,333
	BW	\$2,150	\$2,257	\$2,370	\$2,488	\$2,613	\$2,744
	H	\$26,871	\$28,214	\$29,625	\$31,106	\$32,661	\$34,295
ASSISTANT COMMUNITY DEVELOPMENT MANAGER	A	\$55,891	\$58,686	\$61,620	\$64,701	\$67,936	\$71,333
	BW	\$2,150	\$2,257	\$2,370	\$2,488	\$2,613	\$2,744
	H	\$26,871	\$28,214	\$29,625	\$31,106	\$32,661	\$34,295
EXECUTIVE ADMINISTRATIVE ASSISTANT	A	\$55,891	\$58,686	\$61,620	\$64,701	\$67,936	\$71,333
	BW	\$2,150	\$2,257	\$2,370	\$2,488	\$2,613	\$2,744
	H	\$26,871	\$28,214	\$29,625	\$31,106	\$32,661	\$34,295



(GROUP II)

COMPUTER CRIME ANALYST	A	\$49,970	\$52,469	\$55,092	\$57,847	\$60,739	\$63,776
	BW	\$1,922	\$2,018	\$2,119	\$2,225	\$2,336	\$2,453
	H	\$24.024	\$25.225	\$26.487	\$27.811	\$29.201	\$30.661
DEPUTY CITY CLERK II	A	\$49,970	\$52,469	\$55,092	\$57,847	\$60,739	\$63,776
	BW	\$1,922	\$2,018	\$2,119	\$2,225	\$2,336	\$2,453
	H	\$24.024	\$25.225	\$26.487	\$27.811	\$29.201	\$30.661
ACCOUNTANT II	A	\$49,970	\$52,469	\$55,092	\$57,847	\$60,739	\$63,776
	BW	\$1,922	\$2,018	\$2,119	\$2,225	\$2,336	\$2,453
	H	\$24.024	\$25.225	\$26.487	\$27.811	\$29.201	\$30.661
HUMAN RESOURCES GENERALIST	A	\$49,014	\$51,465	\$54,038	\$56,740	\$59,577	\$62,556
	BW	\$1,885	\$1,979	\$2,078	\$2,182	\$2,291	\$2,406
	H	\$23.564	\$24.743	\$25.980	\$27.279	\$28.643	\$30.075
SUPERINTENDENT OF MAINTENANCE II	A	\$47,591	\$49,971	\$52,469	\$55,093	\$57,847	\$60,740
	BW	\$1,830	\$1,922	\$2,018	\$2,119	\$2,225	\$2,336
	H	\$22.880	\$24.024	\$25.226	\$26.487	\$27.811	\$29.202
ADMINISTRATIVE ASSISTANT II	A	\$45,325	\$47,591	\$49,971	\$52,469	\$55,093	\$57,847
	BW	\$1,743	\$1,830	\$1,922	\$2,018	\$2,119	\$2,225
	H	\$21.791	\$22.880	\$24.024	\$25.226	\$26.487	\$27.811
SANITATION SUPERINTENDENT	A	\$45,325	\$47,591	\$49,971	\$52,469	\$55,093	\$57,847
	BW	\$1,743	\$1,830	\$1,922	\$2,018	\$2,119	\$2,225
	H	\$21.791	\$22.880	\$24.024	\$25.226	\$26.487	\$27.811
PLANNER	A	\$41,111	\$43,167	\$45,325	\$47,591	\$49,971	\$52,469
	BW	\$1,581	\$1,660	\$1,743	\$1,830	\$1,922	\$2,018
	H	\$19.765	\$20.753	\$21.791	\$22.880	\$24.024	\$25.226
LOCAL BUSINESS TAX COMPLIANCE OFFICER	A	\$41,111	\$43,167	\$45,325	\$47,591	\$49,971	\$52,469
	BW	\$1,581	\$1,660	\$1,743	\$1,830	\$1,922	\$2,018
	H	\$19.765	\$20.753	\$21.791	\$22.880	\$24.024	\$25.226



ADMINISTRATIVE ASSISTANT	A	\$39,153	\$41,111	\$43,166	\$45,324	\$47,591	\$49,970
	BW	\$1,506	\$1,581	\$1,660	\$1,743	\$1,830	\$1,922
	H	\$18,824	\$19,765	\$20,753	\$21,791	\$22,880	\$24,024
COMMUNITY OUTREACH COORDINATOR	A	\$39,153	\$41,111	\$43,166	\$45,324	\$47,591	\$49,970
	BW	\$1,506	\$1,581	\$1,660	\$1,743	\$1,830	\$1,922
	H	\$18,824	\$19,765	\$20,753	\$21,791	\$22,880	\$24,024
JUNIOR ACCOUNTANT	A	\$39,153	\$41,111	\$43,166	\$45,324	\$47,591	\$49,970
	BW	\$1,506	\$1,581	\$1,660	\$1,743	\$1,830	\$1,922
	H	\$18,824	\$19,765	\$20,753	\$21,791	\$22,880	\$24,024
RECREATION SUPERVISOR II	A	\$39,153	\$41,111	\$43,166	\$45,324	\$47,591	\$49,970
	BW	\$1,506	\$1,581	\$1,660	\$1,743	\$1,830	\$1,922
	H	\$18,824	\$19,765	\$20,753	\$21,791	\$22,880	\$24,024
SENIOR SITE MANAGER	A	\$39,153	\$41,111	\$43,166	\$45,324	\$47,591	\$49,970
	BW	\$1,506	\$1,581	\$1,660	\$1,743	\$1,830	\$1,922
	H	\$18,824	\$19,765	\$20,753	\$21,791	\$22,880	\$24,024
PROCUREMENT SPECIALIST	A	\$39,153	\$41,111	\$43,166	\$45,324	\$47,591	\$49,970
	BW	\$1,506	\$1,581	\$1,660	\$1,743	\$1,830	\$1,922
	H	\$18,824	\$19,765	\$20,753	\$21,791	\$22,880	\$24,024



(GROUP III)

PERMIT FACILITATOR	A	\$37,288	\$39,152	\$41,110	\$43,166	\$45,324	\$47,590
	BW	\$1,434	\$1,506	\$1,581	\$1,660	\$1,743	\$1,830
	H	\$17.927	\$18.823	\$19.764	\$20.753	\$21.790	\$22.880
CENTRAL SERVICES SPECIALIST II	A	\$37,288	\$39,152	\$41,110	\$43,166	\$45,324	\$47,590
	BW	\$1,434	\$1,506	\$1,581	\$1,660	\$1,743	\$1,830
	H	\$17.927	\$18.823	\$19.764	\$20.753	\$21.790	\$22.880
PERMIT FACILITATOR	A	\$37,288	\$39,152	\$41,110	\$43,166	\$45,324	\$47,590
	BW	\$1,434	\$1,506	\$1,581	\$1,660	\$1,743	\$1,830
	H	\$17.927	\$18.823	\$19.764	\$20.753	\$21.790	\$22.880
CENTRAL SERVICES SPECIALIST II	A	\$37,288	\$39,152	\$41,110	\$43,166	\$45,324	\$47,590
	BW	\$1,434	\$1,506	\$1,581	\$1,660	\$1,743	\$1,830
	H	\$17.927	\$18.823	\$19.764	\$20.753	\$21.790	\$22.880
ZONING TECHNICIAN/ASST.	A	\$37,288	\$39,152	\$41,110	\$43,166	\$45,324	\$47,590
	BW	\$1,434	\$1,506	\$1,581	\$1,660	\$1,743	\$1,830
	H	\$17.927	\$18.823	\$19.764	\$20.753	\$21.790	\$22.880
ACCOUNTS PAYABLE TECHNICIAN	A	\$33,822	\$35,513	\$37,289	\$39,153	\$41,111	\$43,166
	BW	\$1,301	\$1,366	\$1,434	\$1,506	\$1,581	\$1,660
	H	\$16.261	\$17.074	\$17.927	\$18.824	\$19.765	\$20.753
RECORDS CLERK II	A	\$33,822	\$35,513	\$37,289	\$39,153	\$41,111	\$43,166
	BW	\$1,301	\$1,366	\$1,434	\$1,506	\$1,581	\$1,660
	H	\$16.261	\$17.074	\$17.927	\$18.824	\$19.765	\$20.753
ACCOUNTS RECEIVABLE TECHNICIAN	A	\$33,822	\$35,513	\$37,289	\$39,153	\$41,111	\$43,166
	BW	\$1,301	\$1,366	\$1,434	\$1,506	\$1,581	\$1,660
	H	\$16.261	\$17.074	\$17.927	\$18.824	\$19.765	\$20.753
DEPT. HEAD SECRETARY	A	\$33,822	\$35,513	\$37,289	\$39,153	\$41,111	\$43,166
	BW	\$1,301	\$1,366	\$1,434	\$1,506	\$1,581	\$1,660
	H	\$16.261	\$17.074	\$17.927	\$18.824	\$19.765	\$20.753



SPECIAL EVENTS	A	\$32,211	\$33,822	\$35,513	\$37,288	\$39,153	\$41,110
COORDINATOR	BW	\$1,239	\$1,301	\$1,366	\$1,434	\$1,506	\$1,581
	H	\$15.486	\$16.260	\$17.073	\$17.927	\$18.823	\$19.765
ADMINISTRATIVE	A	\$30,678	\$32,212	\$33,822	\$35,514	\$37,289	\$39,154
SECRETARY	BW	\$1,180	\$1,239	\$1,301	\$1,366	\$1,434	\$1,506
	H	\$14.749	\$15.486	\$16.261	\$17.074	\$17.928	\$18.824
PERMIT COORDINATOR	A	\$30,678	\$32,212	\$33,822	\$35,514	\$37,289	\$39,154
	BW	\$1,180	\$1,239	\$1,301	\$1,366	\$1,434	\$1,506
	H	\$14.749	\$15.486	\$16.261	\$17.074	\$17.928	\$18.824
PROJECT COORDINATOR	A	\$30,678	\$32,212	\$33,822	\$35,514	\$37,289	\$39,154
	BW	\$1,180	\$1,239	\$1,301	\$1,366	\$1,434	\$1,506
	H	\$14.749	\$15.486	\$16.261	\$17.074	\$17.928	\$18.824
RECREATION LEADER	A	\$25,239	\$26,501	\$27,826	\$29,217	\$30,678	\$32,212
	BW	\$971	\$1,019	\$1,070	\$1,124	\$1,180	\$1,239
	H	\$12.134	\$12.741	\$13.378	\$14.047	\$14.749	\$15.487
OFFICE SUPPORT	A	\$17,329	\$18,195	\$19,105	\$20,060	\$21,064	\$22,117
	BW	\$667	\$700	\$735	\$772	\$810	\$851
	H	\$8.331	\$8.748	\$9.185	\$9.644	\$10.127	\$10.633
INSTRUCTOR	H	\$15.450					
PLANNING ASSISTANT	H	\$12.50					
RECREATION AIDE	H	\$7.763					



**AFSCME COLLECTIVE BARGAINING EMPLOYEE GROUP
EFFECTIVE OCTOBER 1, 2011**

CLASS TITLE	SALARY RANGE	SALARY					
		1	2	3	4	5	6
GRDS/LANDSCAPE	A	\$49,970	\$52,469	\$55,092	\$57,847	\$60,739	\$63,776
MAINTENANCE SUPERVISOR	BW	\$1,922	\$2,018	\$2,119	\$2,225	\$2,336	\$2,453
	H	\$24,024	\$25,225	\$26,487	\$27,811	\$29,202	\$30,662
MOTOR POOL SUPERVISOR	A	\$44,455	\$46,678	\$49,011	\$51,462	\$54,035	\$56,737
	BW	\$1,710	\$1,795	\$1,885	\$1,979	\$2,078	\$2,182
	H	\$21,373	\$22,441	\$23,563	\$24,741	\$25,978	\$27,277
SENIOR CODE ENFORCEMENT OFFICER	A	\$44,455	\$46,678	\$49,011	\$51,462	\$54,035	\$56,737
	BW	\$1,710	\$1,795	\$1,885	\$1,979	\$2,078	\$2,182
	H	\$21,373	\$22,441	\$23,563	\$24,741	\$25,978	\$27,277
CODE ENFORCEMENT OFFICER II	A	\$42,337	\$44,454	\$46,677	\$49,011	\$51,461	\$54,034
	BW	\$1,628	\$1,710	\$1,795	\$1,885	\$1,979	\$2,078
	H	\$20,354	\$21,372	\$22,441	\$23,563	\$24,741	\$25,978
CODE ENFORCEMENT OFFICER I	A	\$37,286	\$39,150	\$41,108	\$43,163	\$45,321	\$47,587
	BW	\$1,434	\$1,506	\$1,581	\$1,660	\$1,743	\$1,830
	H	\$17,926	\$18,822	\$19,763	\$20,752	\$21,789	\$22,879
AUTO MECHANIC	A	\$34,830	\$36,572	\$38,401	\$40,321	\$42,337	\$44,453
	BW	\$1,340	\$1,407	\$1,477	\$1,551	\$1,628	\$1,710
	H	\$16,745	\$17,583	\$18,462	\$19,385	\$20,354	\$21,372
HEAVY EQUIPMENT OPERATOR	A	\$33,172	\$34,831	\$36,572	\$38,401	\$40,321	\$42,337
	BW	\$1,276	\$1,340	\$1,407	\$1,477	\$1,551	\$1,628
	H	\$15,948	\$16,746	\$17,583	\$18,462	\$19,385	\$20,354
AUTOMATED EQUIPMENT OPERATOR	A	\$33,172	\$34,831	\$36,572	\$38,401	\$40,321	\$42,337
	BW	\$1,276	\$1,340	\$1,407	\$1,477	\$1,551	\$1,628
	H	\$15,948	\$16,746	\$17,583	\$18,462	\$19,385	\$20,354
LEAD WORKER II	A	\$33,172	\$34,831	\$36,572	\$38,401	\$40,321	\$42,337
	BW	\$1,276	\$1,340	\$1,407	\$1,477	\$1,551	\$1,628
	H	\$15,948	\$16,746	\$17,583	\$18,462	\$19,385	\$20,354



WASTE COLLECTION DRIVER	A	\$30,087	\$31,592	\$33,171	\$34,830	\$36,571	\$38,400
	BW	\$1,157	\$1,215	\$1,276	\$1,340	\$1,407	\$1,477
	H	\$14,465	\$15,188	\$15,948	\$16,745	\$17,582	\$18,461
MAINTENANCE WORKER III	A	\$30,087	\$31,592	\$33,171	\$34,830	\$36,571	\$38,400
	BW	\$1,157	\$1,215	\$1,276	\$1,340	\$1,407	\$1,477
	H	\$14,465	\$15,188	\$15,948	\$16,745	\$17,582	\$18,461
LEAD WORKER	A	\$27,291	\$28,655	\$30,088	\$31,593	\$33,172	\$34,831
	BW	\$1,050	\$1,102	\$1,157	\$1,215	\$1,276	\$1,340
	H	\$13,121	\$13,777	\$14,465	\$15,189	\$15,948	\$16,746
MAINTENANCE WORKER II	A	\$25,992	\$27,292	\$28,656	\$30,089	\$31,593	\$33,173
	BW	\$1,000	\$1,050	\$1,102	\$1,157	\$1,215	\$1,276
	H	\$12,496	\$13,121	\$13,777	\$14,466	\$15,189	\$15,949
REFUSE COLLECTOR	A	\$25,992	\$27,292	\$28,656	\$30,089	\$31,593	\$33,173
	BW	\$1,000	\$1,050	\$1,102	\$1,157	\$1,215	\$1,276
	H	\$12,496	\$13,121	\$13,777	\$14,466	\$15,189	\$15,949
MAINTENANCE WORKER I	A	\$23,575	\$24,753	\$25,991	\$27,291	\$28,655	\$30,088
	BW	\$907	\$952	\$1,000	\$1,050	\$1,102	\$1,157
	H	\$11,334	\$11,901	\$12,496	\$13,120	\$13,777	\$14,465



**PBA COLLECTIVE BARGAINING EMPLOYEE GROUP
EFFECTIVE OCTOBER 1, 2011**

CLASS TITLE	SALARY RANGE	1	2	3	4	5	6
POLICE MAJOR (NON-BARGAINING)	A	\$79,000	\$82,950	\$87,097	\$91,452	\$96,025	\$100,826
	BW	\$3,038	\$3,190	\$3,350	\$3,517	\$3,693	\$3,878
	H	\$37,981	\$39,880	\$41,874	\$43,967	\$46,166	\$48,474
POLICE CAPTAIN (BARGAINING UNIT)	A	\$71,971	\$75,570	\$79,349	\$83,316	\$87,482	\$91,856
	BW	\$2,768	\$2,907	\$3,052	\$3,204	\$3,365	\$3,533
	H	\$34,602	\$36,332	\$38,148	\$40,056	\$42,059	\$44,161
POLICE LIEUTENANT (BARGAINING UNIT)	A	\$68,544	\$71,971	\$75,569	\$79,348	\$83,315	\$87,481
	BW	\$2,636	\$2,768	\$2,907	\$3,052	\$3,204	\$3,365
	H	\$32,954	\$34,601	\$36,331	\$38,148	\$40,055	\$42,058
POLICE SERGEANT (BARGAINING UNIT)	A	\$58,354	\$61,271	\$64,335	\$67,552	\$70,929	\$74,476
	BW	\$2,244	\$2,357	\$2,474	\$2,598	\$2,728	\$2,864
	H	\$28,055	\$29,457	\$30,930	\$32,477	\$34,101	\$35,806
POLICE TRAINING OFFICER (BARGAINING UNIT)	A	\$50,409	\$52,929	\$55,576	\$58,354	\$61,272	\$64,336
	BW	\$1,939	\$2,036	\$2,138	\$2,244	\$2,357	\$2,474
	H	\$24,235	\$25,447	\$26,719	\$28,055	\$29,458	\$30,931
POLICE OFFICER (BARGAINING UNIT)	A	\$45,722	\$48,008	\$50,408	\$52,928	\$55,575	\$58,354
	BW	\$1,759	\$1,846	\$1,939	\$2,036	\$2,137	\$2,244
	H	\$21,982	\$23,081	\$24,235	\$25,446	\$26,719	\$28,055
COMMUNICATION OFFICER (NON-BARGAINING)	A	\$33,822	\$35,513	\$37,289	\$39,153	\$41,111	\$43,166
	BW	\$1,301	\$1,366	\$1,434	\$1,506	\$1,581	\$1,660
	H	\$16,261	\$17,074	\$17,927	\$18,824	\$19,765	\$20,753
PUBLIC SERVICE AIDE (NON-BARGAINING)	A	\$18,453	\$19,376	\$20,344	\$21,362	\$22,430	\$23,551
	BW	\$709.73	\$745.22	\$782.48	\$821.60	\$862.68	\$905.82
	H	\$8.87	\$9.314	\$9.779	\$10.268	\$10.782	\$11.321



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 & 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.