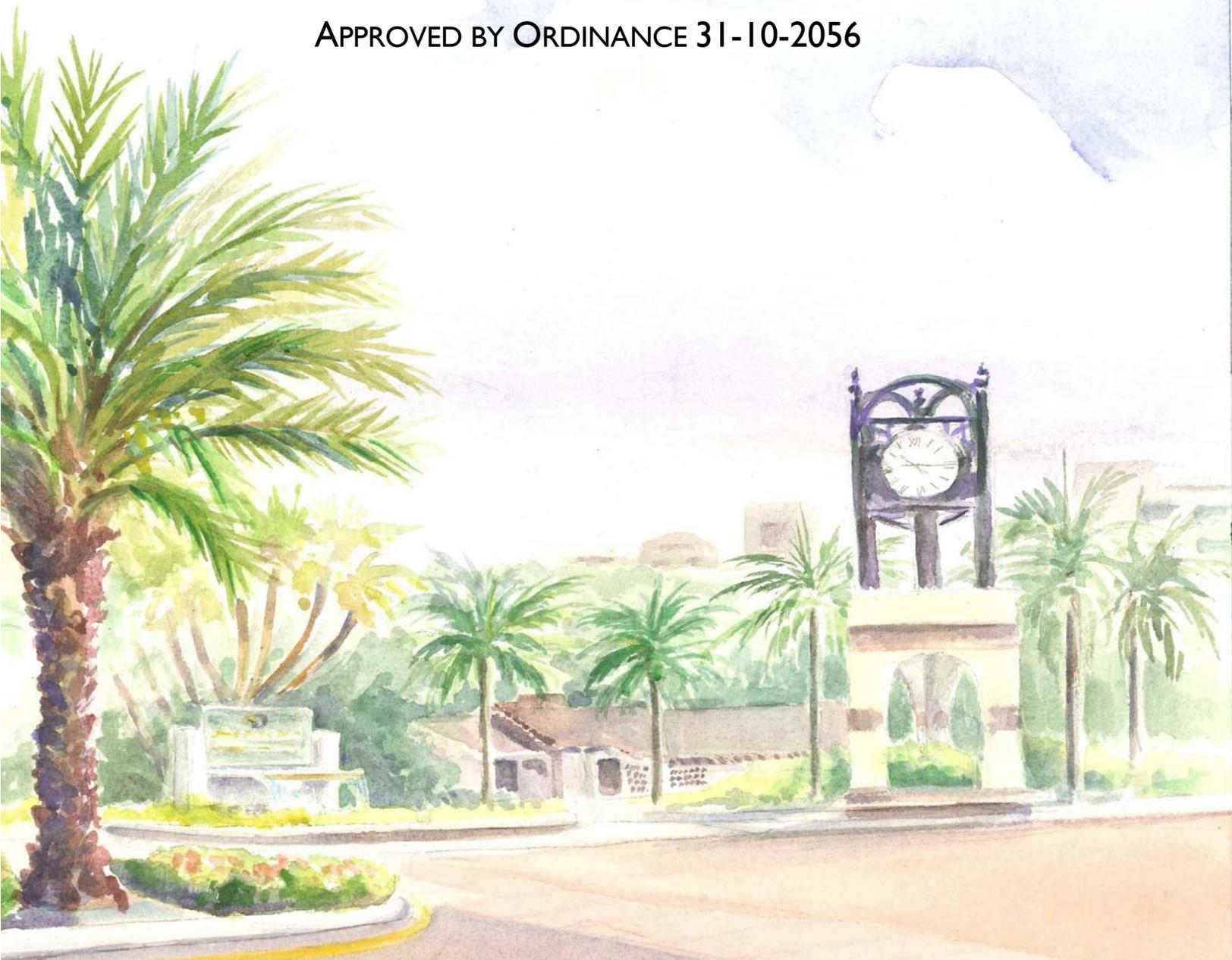


CITY OF SOUTH MIAMI

CAPITAL & OPERATING BUDGET AND PAY PLAN FISCAL YEAR 2010-2011

APPROVED BY ORDINANCE 31-10-2056



Cover by City of South Miami
Artist & Resident Jeanine Watkin

*South Miami City Hall
Jeanine Watkin*



GOVERNING BODY

MAYOR

PHILIP K. STODDARD

VICE MAYOR

VALERIE NEWMAN
GROUP I

COMMISSIONER

BRIAN D. BEASLEY
GROUP II

COMMISSIONER

VELMA PALMER
GROUP III

COMMISSIONER

WALTER A. HARRIS
GROUP IV

MANAGEMENT TEAM

CITY CLERK

Maria M. Menendez
(Appointed 2000)

CITY MANAGER

Hector Mirabile, PhD
(Appointed 2010)

CITY ATTORNEY

Laurence Feingold
(Appointed 2009)

CHIEF FINANCIAL OFFICER

Alfredo Riverol
(Appointed 2010)

POLICE CHIEF

Orlando Martinez De Castro
(Appointed 2010)

PUBLIC WORKS DIRECTOR

Fritz Armand
(Appointed 2010)

PARKS & RECREATION DIRECTOR

Maria Stout-Tate
(Appointed 2010)

PLANNING AND ZONING DIRECTOR

Thomas Vageline
(Appointed 2008)

BUILDING DIRECTOR

Victor Citarella
(Appointed 2008)



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

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Budget and Finance Committee Members

Oliver von Gundlach, Chairman

Patrick Bell

Sharon McCain

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Hector Rabi, Local Business Tax Compliance Officer

Michelle Egues, Human Resources Specialist I

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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TABLE OF CONTENTS

CITY MANAGER'S BUDGET MESSAGE	i
GENERAL FUND SUMMARY	vi
GUIDE FOR READERS	1
HOW TO USE THIS DOCUMENT	2
ANNUAL BUDGET PROCEDURES	3
BUDGETING AND ACCOUNTING BASIS	4
FINANCIAL AND BUDGETARY POLICIES	5
HISTORY	14
GOVERNMENT	16
CITY OVERVIEW	19
CITY OF SOUTH MIAMI ORGANIZATIONAL CHART	24
BUDGET SCHEDULE	25
CAPITAL IMPROVEMENT PROGRAM 5-YEAR PLAN	27
GENERAL FUND BUDGET	37
GENERAL FUND REVENUE PROJECTIONS	38
CITY OF SOUTH MIAMI DEPARTMENTS & DIVISIONS	49
MAYOR AND CITY COMMISSION	50
CITY CLERK'S OFFICE	53
CITY MANAGER'S OFFICE	57
INTERGOVERNMENTAL AFFAIRS	62
CENTRAL SERVICES DIVISION	63
HUMAN RESOURCE OFFICE	67
MANAGEMENT INFORMATION SYSTEMS OFFICE	71
FINANCE DEPARTMENT	75
FINANCE INSURANCE	80
CITY ATTORNEY'S OFFICE	81
BUILDING DEPARTMENT	84
PLANNING AND ZONING DEPARTMENT	89
CODE ENFORCEMENT OFFICE	93
PUBLIC WORKS DEPARTMENT	97



BUILDING MAINTENANCE DIVISION _____	99
SOLID WASTE DIVISION _____	104
STREETS AND LANDSCAPING DIVISION _____	110
EQUIPMENT MAINTENANCE (MOTOR POOL) DIVISION _____	116
PUBLIC WORKS OFFICE OF THE DIRECTOR _____	121
ENGINEERING AND CONSTRUCTION DIVISION _____	125
POLICE DEPARTMENT _____	129
PARKS AND RECREATION DEPARTMENT _____	140
PARKS LANDSCAPING DIVISION _____	148
GIBSON-BETHEL COMMUNITY CENTER _____	152
NON-DEPARTMENTAL _____	156
SPECIAL REVENUE FUNDS _____	159
STORMWATER DRAIN TRUST FUND _____	160
LOCAL OPTION GAS TAX TRUST FUND _____	164
PEOPLE'S TRANSPORTATION TAX FUND _____	166
HURRICANE RESERVE FUND _____	169
OTHER FUNDS _____	170
DEBT SERVICE FUND _____	171
HOMETOWN DISTRICT IMPROVEMENT TRUST FUND _____	182
SELF-INSURANCE FUND _____	184
EMERGENCY RESERVE FUND _____	186
STATE FORFEITURE FUND _____	187
FEDERAL FORFEITURE FUND _____	188
APPENDIX _____	191
CITY OF SOUTH MIAMI PAY PLAN _____	192
GLOSSARY _____	204



CITY MANAGER'S BUDGET MESSAGE

September 28, 2010

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 2010/2011**

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 2010/11 Operating and Capital budget for the fiscal year beginning October 1, 2010 and ending September 30, 2011.

Additionally, the country, and more especially Miami-Dade County, is experiencing a difficult economic period with property values decreased, 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 maintaining appropriate levels of services without 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 Chief Financial Officer and Department Heads provided a completely different budgeting format. The information contained in this budget is in a greater degree of detail than in the past, and we believe this level of detail will be 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 new budget format includes three new funds: Debt Service Fund, Emergency Reserve Fund, and the Hometown District Improvement Fund. It also includes the elimination of two others: Hurricane Fund and Self-Insurance Fund. The purpose of the different funds is 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 2011.

The objective of this statement is to enhance the usefulness of fund balance information by providing clearer fund balance classifications that can be more consistently applied and by clarifying the existing governmental fund type definitions. The Finance Department also included many different expenses within the departments, which were previously summed as one within “Non-Departmental” or other generic divisions, in an effort to help understand and obtain a true understanding of the full cost of operating departments. Please find below a list of the specific items and the amounts for FY 2011 when summed together.



CONSOLIDATED ITEMS DETAIL BY DEPARTMENT FOR FY 11

DEPARTMENT	F/T SALARY 1210	P/T SALARY 1310	HEALTH & LIFE INSUR 2310	WORK COMP 2410	FUEL 5230	PENSION 2210	AUTO INSUR 4515	POST 4110	COPIER 4710	CELL 4120
CITY COMMISSION	62,000	0	0	341	0	0	0	0	0	0
CITY CLERK	140,840	0	9,406	775	0	22,112	0	500	1,668	0
CITY MANAGER	273,113	0	22,173	1,502	0	20,814	0	1,589	1,668	1,800
OFFICE SERVICES	146,786	0	16,435	807	84	23,045	0	4,133	7,371	
HUMAN RESOURCES	176,655	0	16,255	972	0	27,735	0	180	1,668	1,380
MIS OFFICE	0	0	0	0	150	0	800	0	0	720
FINANCE DEPART.	341,698	26,988	31,309	2,028	288	53,647	400	7,030	1,668	1,740
NON-DEPART. INSUR.	0	0	0	0	0	0	0	0	0	0
CITY ATTORNEY	0	0	0	0	0	0	0	0	0	0
BUILDING DIVISION	227,931	135,720	20,216	9,291		35,785	400	683	1,668	360
PLANNING DIVISION	243,761	19,575	19,935	974	0	38,270	400	1,876	3,335	360
CODE ENFORCEMENT	232,496	15,308	21,995	21,407	1,217	36,502	1,000	7,000	1,668	2,820
BLDG. MAINT.	223,395	19,575	36,067	12,497	0	35,785	0	0	0	0
SOLID WASTE	400,489	0	52,780	56,749	0	62,877	0	0	0	0
STREETS MAINT.	243,595	18,270	38,015	26,026	0	39,343	0	0	0	0
EQUIP. MAINT.	190,787	0	21,864	7,651	103,196	29,954	31,000	0	0	0
OFFICE OF DIRECTOR ENG., AND CONST.	280,377	0	22,262	1,037	0	44,019	0	125	6,670	5,280
POLICE	110,554	0	11,079	409	0	17,357	0	0	0	0
RECREATION	3,467,154	18,453	314,846	126,182	117,393	612,394	26,000	1,357	10,005	10,800
LANDSCAPE MAINT.	324,967	47,450	38,244	16,021	8,435	51,020	3,870	100	5,003	360
COMMUNITY CENTER	260,218	0	38,015	12,841	0	41,482	0	0	0	0
NON-DEPART. EXP.	185,936	262,725	32,400	11,803	0	29,192	0	0	1,668	5,800
	0	0	0	0	0	0	0	0	0	0
	7,532,752	564,063	763,294	309,312	230,763	1,221,333	63,870	24,573	44,059	31,420

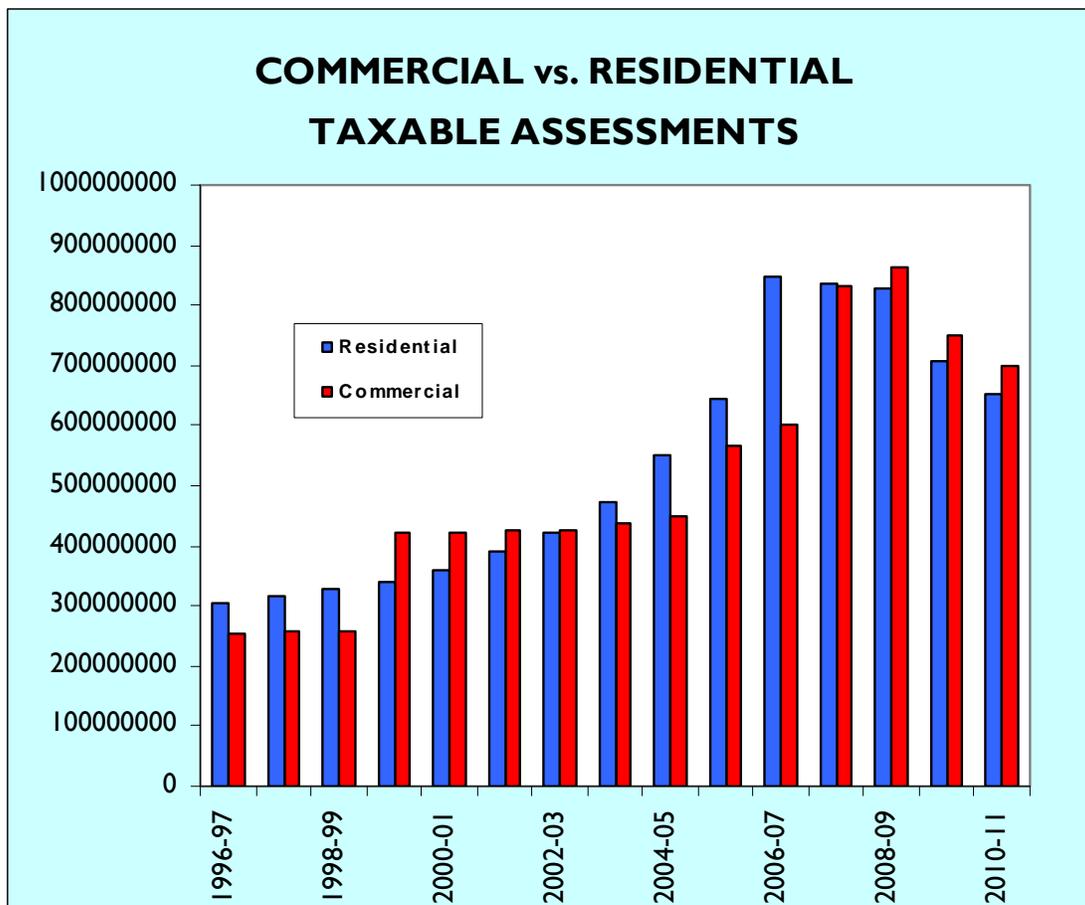
Furthermore, in this year's budget, the CIP is included with the operating budget. The purpose of the inclusion is to help understand and plan the budget in coordination with capital projects.



Property Tax Information

The City's assessed value as reported by the Property Appraisal Department is \$1,422,628,241. This amount is 7.3% or \$111,649,705 lower than last year. The City experienced 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, a 209% increase attributed to new construction mitigated the overall taxable values loss to 4.2%. The ad valorem millage levy for fiscal year 2010/11 is recommended to be 4.9526, which is 0.192 lower than the rolled-back rate. This will generate \$6,106,048 compared to last year's amount of \$6,575,785.

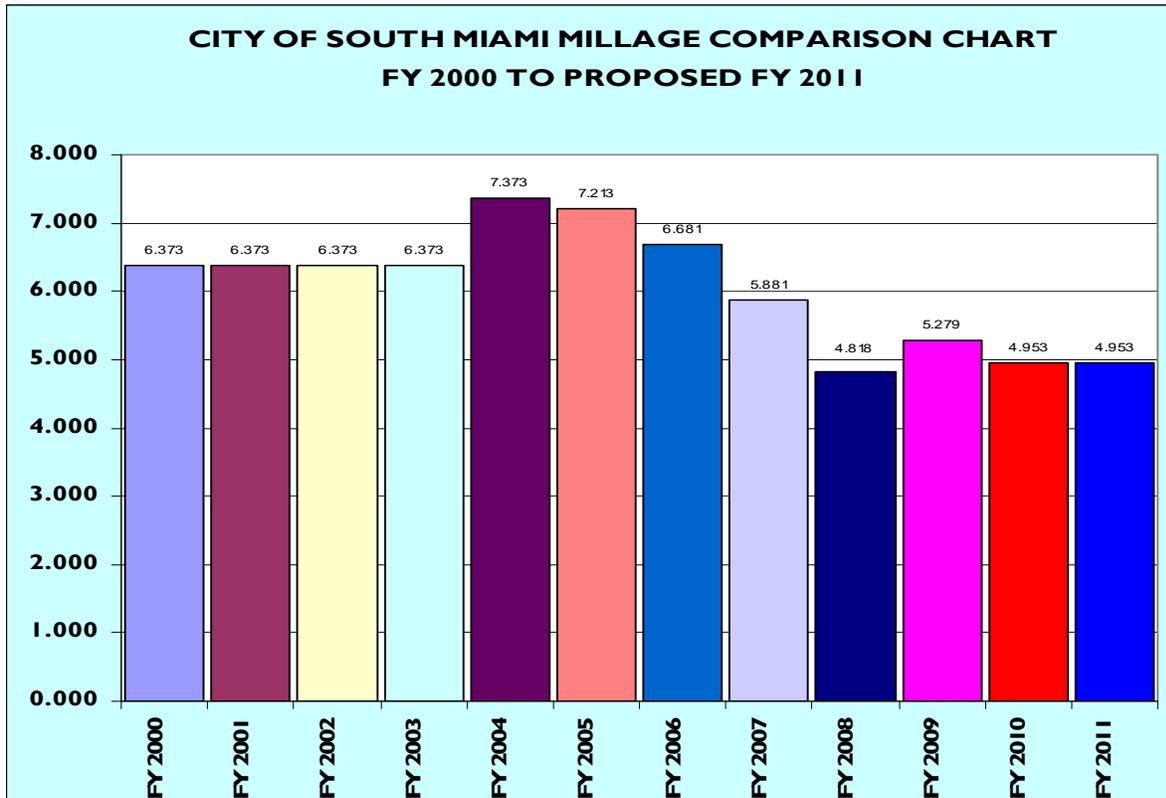
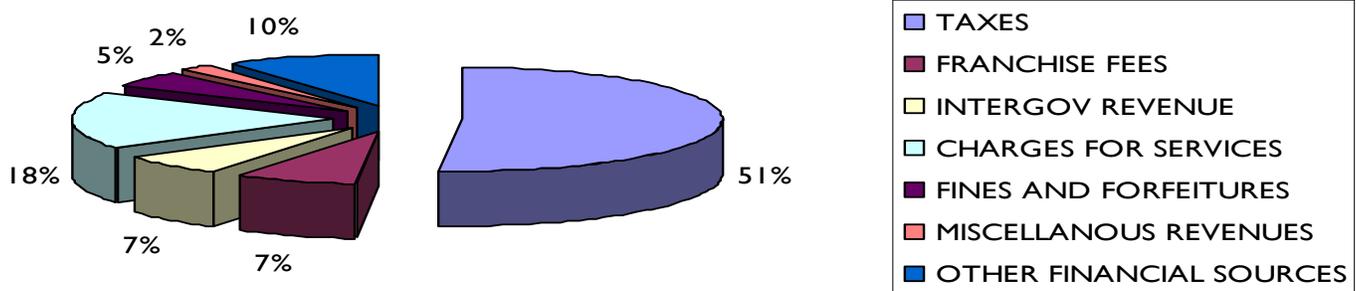




City of South Miami General Fund Revenues

The City of South Miami's estimated General Fund Revenues for FY 2011 as provided in the proposed budget is \$16,158,932. This estimated revenue amount is calculated using the City's tax rate of 4.9526. A breakdown of the general makeup of the City's General Fund Revenues is presented below.

GENERAL FUND REVENUE



In the following page, you will find the General Fund Summary of FY 2011.

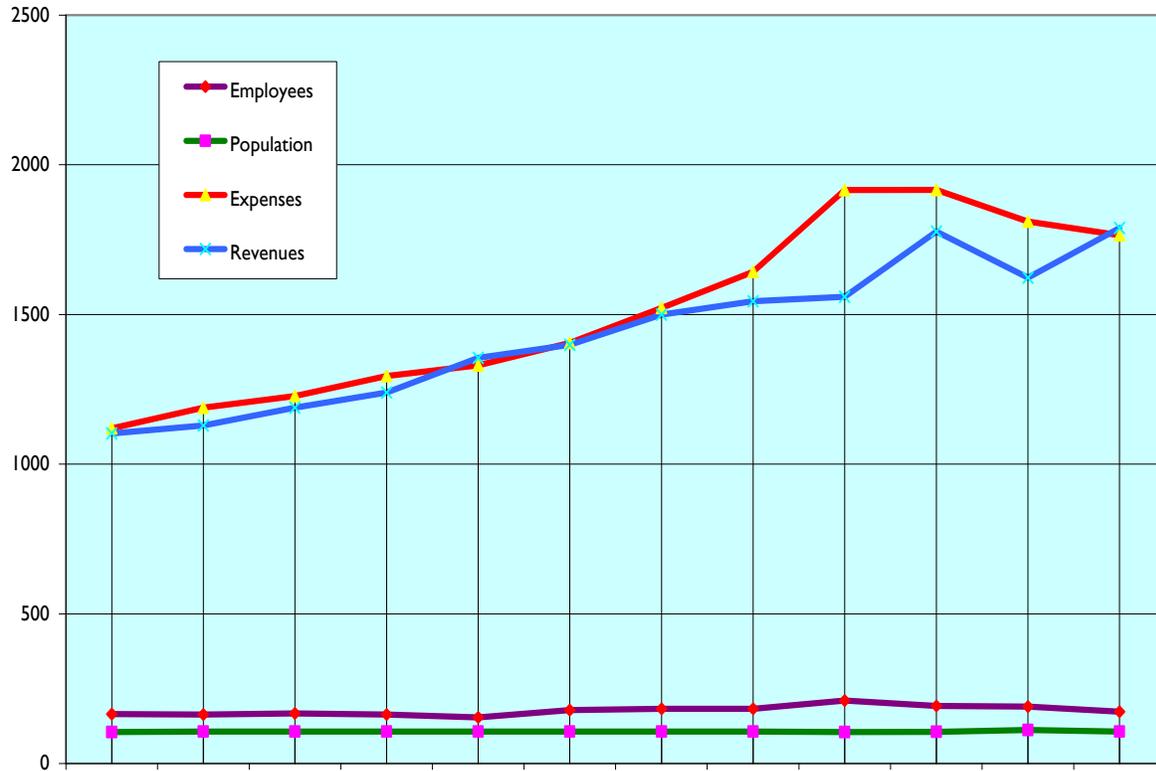


GENERAL FUND SUMMARY

ACCOUNT CLASSIFICATION	ACTUAL FY 2009	BUDGET FY 2010	ESTIMATE FY 2010	ADOPTED FY 2011
BEGINNING FUND BALANCE	6,692,266	7,813,387	7,813,387	5,164,909
TAXES	10,207,000	8,982,986	9,202,258	8,581,508
FRANCHISE FEES	1,693,938	1,426,500	1,392,823	1,490,181
INTERGOV REVENUE	1,266,285	1,093,458	870,610	1,166,155
CHARGES FOR SERVICES	3,063,078	2,869,800	2,709,244	3,727,000
FINES AND FORFEITURES	206,637	188,000	163,288	783,560
MISCELLANEOUS REVENUES	1,302,048	1,256,851	1,085,315	410,528
TOTAL	17,738,987	15,817,595	15,423,537	16,158,932
OTHER FINANCIAL SOURCES	1,180,473	445,451	445,451	1,735,156
CITY COMMISSION	81,822	95,643	96,227	92,984
CITY CLERK	224,983	209,753	217,912	244,572
CITY MANAGER	426,671	434,622	349,142	592,819
INTERGOV	66,441	70,000	90,060	0
CENTRAL SERVICES	307,832	292,855	189,352	310,969
HUMAN RESOURCES	166,652	175,381	175,110	566,269
MIS OFFICE	543,574	567,586	580,698	325,220
FINANCE DEPARTMENT	716,778	732,881	668,855	1,589,824
FINANCE INSURANCE	704,960	863,640	863,640	0
CITY ATTORNEY	335,617	250,000	369,226	496,820
BUILDING DIVISION	428,489	428,217	426,513	466,873
PLANNING DIVISION	403,824	449,888	407,216	429,198
CODE ENFORCEMENT	335,918	336,261	291,318	390,814
PW-BLDG. MAINT.	745,276	664,009	681,324	647,094
PW-SOLID WASTE	1,878,112	1,403,695	1,402,845	1,353,305
PW-STREETS MAINT.	682,513	710,777	686,082	638,937
PW-EQUIP. MAINT.	675,190	672,268	780,466	586,265
PW-OFFICE OF DIRECTOR	205,187	344,132	313,103	386,419
PW-ENG., & CONSTR.	247,292	410,899	370,059	209,857
POLICE - LAW ENFORCEMENT	4,619,929	4,544,375	4,640,618	6,442,063
PARKS & RECREATION	577,338	675,693	658,557	674,688
PARKS LANDSCAPE MAINT.	538,049	522,387	556,527	524,663
COMMUNITY CENTER	426,502	491,524	500,709	683,570
NON-DEPARTMENT EXPENSES	2,459,389	2,759,302	3,201,909	0
TOTAL EXPENDITURES	17,798,338	18,105,791	18,517,466	17,653,224
CHANGE BEFORE FUND BALANCE	1,121,121	-1,842,745	-2,648,478	240,865
NON-DEPARTMENT TRANSFER	0	0	0	2,041,274
ENDING FUND BALANCE	7,813,387	5,970,642	5,164,909	3,364,500



**COMPARISON OF CITY POPULATION TO PERSONNEL, EXPENSES AND REVENUES
WITH 2010-11 APPROVED REVENUES AND EXPENSES**



Changes in the City Workforce and Total Payroll

In this year’s budget, the City did not include any salary increases. This will be the second consecutive year the City does not increase salaries, citywide. In Fiscal Year 2010, the City Commission approved for the City to subsidize 2% of the AFSCME, Police Upper-Unit and general employee’s pension contribution, for only FY 2010. Beginning October 1, 2010, the City employees provided the 2% subsidy will continue to contribute their full respective amount and receive longevity pay increases as determined by their performance evaluations.

As part of the City’s efforts in reducing costs, the City reduced the number of authorized full-time positions for FY 2011 by eliminating certain vacant positions. Please find below a detail of the positions eliminated and the cost savings in FY 2011.



POSITIONS ELIMINATED FY 2011

DEPT	F/T POSITION	SALARY	FICA	INSUR	PENSION	WORKER'S COMP	TOTAL
CM	Administrative Assistant II	50,164	3,838	5,297	7,876	276	67,450
CE	Code Enforcement Officer I	39,303	3,007	5,297	6,171	5,223	59,000
MIS	MIS Manager	81,315	6,221	5,297	12,766	447	106,046
MIS	MIS Specialist	64,937	4,968	5,297	10,195	447	85,844
MIS	MIS Specialist	52,670	4,029	5,297	8,269	447	70,712
FN	Parking/Collections Manager	67,914	5,195	5,297	10,662	374	89,443
PLN	Administrative Assistant II	58,045	4,440	5,297	9,113	319	77,215
PW/SW	Sanitation Superintendent	61,925	4,737	5,297	0	8,775	80,734
PW/ST	Maintenance Worker II	26,100	1,997	5,297	4,098	2,526	40,017
PW/BN	Maintenance Worker II	27,405	2,096	5,297	4,303	2,526	41,627
PR	Recreation Supervisor	38,552	2,949	5,297	6,053	1,874	54,725
TOTAL		568,330	43,477	58,267	79,506	23,234	772,813

The City outsourced the MIS Department to an IT Consulting Firm. The anticipated savings associated with outsourcing the MIS Department is approximately \$250,000 when compared to the current positions authorized salary amount.

Furthermore, in an effort to reduce liabilities to the City and increase risk management, the City replaced the position of Human Resource Manager with a Human Resource Director and be adding the position Human Resource Specialist.

SUMMARY OF MAJOR BUDGET HIGHLIGHTS

The City Clerk is currently in the process of reviewing different computer and video programs which would assist in digitizing all City Ordinances and Resolutions and broadcasting Commission meetings and help in the transparency involved in the preparation of the City Commission Agendas. The proposed Budget for FY 2011 includes funds for the Clerk to purchase the software and/or digital equipment.

Financial reporting is one of the most critical elements in City government. It provides insight to the past, present and more importantly, the future. The current financial system was purchased in 1995 from Sungard, the City's current Financial Software provider. The system provided many years of appropriate accounting but currently needs major improvement, especially in the area of reporting. Sungard has an upgrade that the Finance Department believes is necessary in continuing to provide relevant numbers, and more transparency.

The City's Parking infrastructure is one of the major providers of funds for the General Fund. It is currently operated by the Finance Department. The City is looking to improve the infrastructure by installing 40 new Centralized Parking Pay Stations throughout the South Miami Downtown



area. This new improvement will help serve residents, businesses, and visitors by providing ease of payment. Furthermore, it is anticipated that the installation of the new machines will increase parking revenue by 25%, which will more than cover the anticipated annual cost of the 5-year finance period.

Summary of Financial Issue Ahead

Like every city in the country, the City is in need of “Pension Reform.”

The continued increase in City contribution will eventually place a great strain on general fund monies hindering the City’s ability of providing basic municipal services. The pension is a critical issue, which should not be taken lightly, and in the upcoming FY will be addressed as part of what the correct reform for the City of South Miami will be.

Closing

I wish to thank the entire City staff for its 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 and the Budget and Finance Committee for their valuable input during our budget workshops.

Respectfully submitted,

Hector Mirabile, PhD
City Manager



GUIDE FOR READERS

The Fiscal Year 2010-2011 Annual Operating 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, 2010 through September 30, 2011. 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 general public and media.

Capital Improvement Program: A general description of the 2011-2015 Capital Improvement Plan along with the funding sources can be 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, 60 days prior to the beginning of the fiscal year, an annual budget together with an explanatory message. 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 at which the budget and budget message are submitted, the Commission shall determine the time and place for a public hearing on the budget, at which time, 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 conclusion of such public hearings, the Commission may insert new items or may increase, decrease or delete the items of the budget; provided, however, if the total of proposed expenditures be 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 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 have been 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 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, by resolution, transfer 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 on the basis of 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 be 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. 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 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 policies are intended 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 that have 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 will be 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 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 have been 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 it is submitted 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 which do not meet 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 – 40 years
- Improvements – 15 years
- Equipment:
 - Cars – 5 years
 - Trucks – 10 years
 - Equipment – 5 years
 - Computer Equipment – 3 years
- Infrastructure:
 - Roads – 25 years
 - Stormwater System – 50 years
 - Sidewalks – 20 years

Five year capital plan: The City prepares a 5 year capital plan which reports the capital asset budget needs for the City.

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

As per Florida Statute 274.02(2) The chief financial officer shall establish by rule the requirements for the recording of property and for the periodic review of property for inventory purposes. The finance director 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 Committee.



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.

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

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

After the fantastic real estate boom of 1925 and with a population of 3000 residents, area leaders decided to incorporate as the Town of South Miami on March 2nd, 1926.

W. A. Foster was elected Mayor and a storeroom was rented for \$10 a month as Town Hall.

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

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, is 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.

In 1955 was ground breaking for South Miami's City Hall on Sunset Drive and Mayor Paul Tevis cuts ribbon to officially open the new widened highway through South Miami.

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.

In the mid 1960's the influx of Cubans into Miami Dade County increased the Latin speaking population of the area. In South Miami today, the Hispanic population represents some 43 percent of our community.

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.

In 1997 Dr. Anna Price was elected the first African American mayor of South Miami.

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 1998 Julio Robaina was elected the first Hispanic mayor.

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.

In 2002 was the ground breaking for South Miami's Bethel-Gibson Community Center at Murray Park.

In 2007 the city's municipal parking garage opened in downtown South Miami. Besides much needed parking it provides the home for many restaurants and stores that contribute to our vibrant downtown.

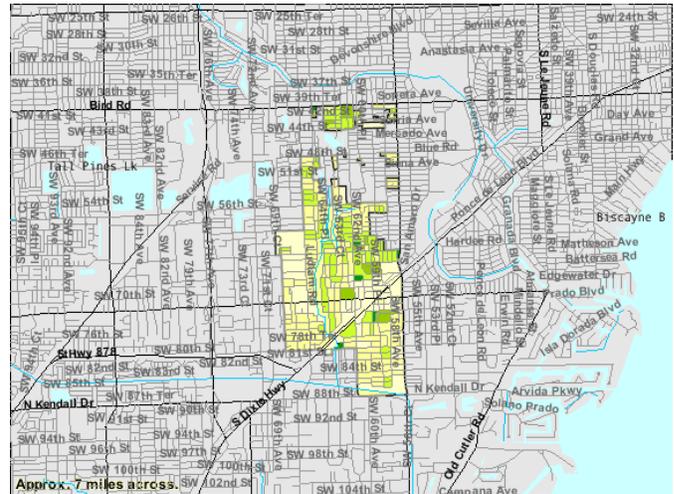
Through all these years, the City of South Miami preserved their hometown feel and the residents are proud to call it - The City of Pleasant Living.



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 February 9, 2010

- Mayor: Philip Stoddard
- Vice Mayor: Valerie Newman (Vice Mayor until 2012, Commissioner until 2014)
- Commissioner: Velma Palmer (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 2007, according to the U.S. Census Bureau is 10,769.

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 millages or tax rates are set by the various taxing authorities within whose jurisdiction the property is located.

The Tax Collector publishes annually all active millages (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



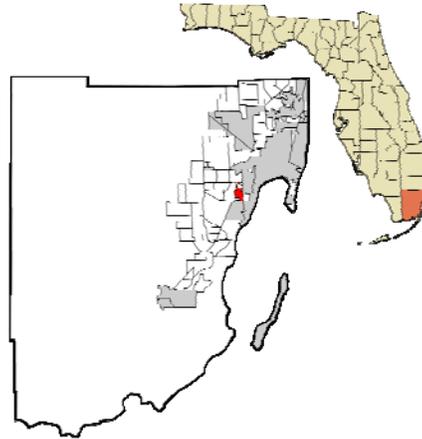
prior year and the amount of monies raised by ad-valorem taxes. It does not relate to the rate of change in the millage.

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.



CITY OVERVIEW

Quick Facts	
Population:	10,678
Pop. Change:	-0.49%
State:	Florida
Metro Area:	Miami-Fort Lauderdale-Miami Beach Metro Area
County:	Miami-Dade County
City:	South Miami



City Overview

As of 2010, South Miami's population is 11,862 people. Since 2000, it has had a population growth of -0.49 percent. The median home cost in South Miami is \$269,180. Home appreciation the last year has been -20.51 percent. Compared to the rest of the country, South Miami's cost of living is 18.80% higher than the U.S. average.

The unemployment rate in South Miami is 11.80 percent (U.S. avg. is 10.20%). Recent job growth is negative. South Miami jobs have decreased by 4.53 percent.

People

People	South Miami	United States
Population	11,862	306,877,652
Pop. Density	4,653	87
Pop. Change	-0.49%	9.00%
Median Age	40.7	36.8
Households	4,253	115,306,103
Household Size	2.49	2.59
Male Population	48.29%	49.34%
Female Population	51.71%	50.66%
Married Population	47.16%	57.41%
Single Population	52.84%	42.59%

There are 4,653 people per square mile (population density). 16.86% of people are married, with children. 9.52% have children, but are single.



Health

Health	South Miami	United States
Air Quality (100=best)	65.3	82.8
Water Quality (100=best)	50	55
Superfund Sites (100=best)	10	71
Physicians per 100k	262.3	220.5

Cost of Living

Cost of Living	South Miami	United States
Overall	119	100
Food	109	100
Utilities	91	100
Miscellaneous	104	100

Our cost of living indices are based on a US average of 100. An amount below 100 means South Miami is cheaper than the US average. A cost of living index above 100 means South Miami is more expensive.

Voting

Voting	South Miami	United States
Democrat	57.810%	52.870%
Republican	41.700%	45.620%
Independent Other	0.492%	1.510%

The information provided above was obtained at http://www.bestplaces.net/city/South_Miami-Florida.aspx#



Economy

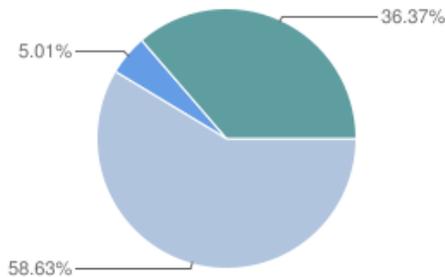
Economy	South Miami	United States
Unemployment Rate	11.80%	10.20%
Recent Job Growth	-4.53%	-4.06%
Future Job Growth	19.14%	21.68%
Sales Taxes	7.00%	6.80%
Income Taxes	0.00%	6.25%
Income per Cap.	\$29,689	\$26,372
Household Income	\$51,611	\$51,660
ESTIMATED HOUSEHOLDS BY HOUSEHOLD INCOME		
Income Less Than 15K	16.84%	12.48%
Income between 15K and 25K	10.89%	10.46%
Income between 25K and 35K	10.65%	10.68%
Income between 35K and 50K	10.70%	15.26%
Income between 50K and 75K	15.52%	19.62%
Income between 75K and 100K	9.36%	12.20%
Income between 100K and 150K	16.01%	11.83%
Income between 150K and 250K	7.10%	5.23%
Income between 250K and 500K	1.86%	1.54%
Income greater than 500K	1.08%	0.70%
POPULATION BY OCCUPATION		
Management, Business, and Financial Operations	14.67%	13.70%
Professional and Related Occupations	27.26%	20.28%
Service	12.74%	14.73%
Sales and Office	35.00%	26.66%
Farming, Fishing, and Forestry	0.00%	0.74%
Construction, Extraction, and Maintenance	4.15%	9.51%
Production, Transportation, and Material Moving	6.18%	14.39%



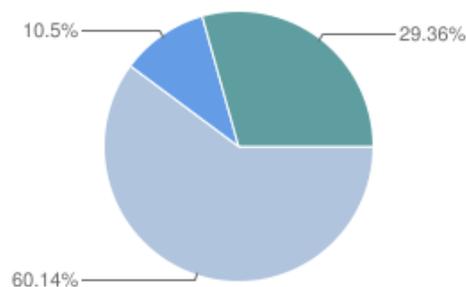
Housing

Housing	South Miami	United States
Median Home Age	46	33
Median Home Cost	\$269,180	\$183,450
Home Appreciation	-20.51%	-5.21%
Homes Owned	58.63%	60.14%
Housing Vacant	5.01%	10.50%
Homes Rented	36.37%	29.36%
Property Tax Rate	\$14.71	\$11.20
OWNER-OCCUPIED HOUSING UNITS BY VALUE		
Less Than \$20,000	0.61%	2.71%
\$20,000 to \$39,999	0.19%	3.86%
\$40,000 to \$59,999	1.30%	5.09%
\$60,000 to \$79,999	0.04%	6.10%
\$80,000 to \$99,999	0.99%	7.33%
\$100,000 to \$149,999	3.81%	18.53%
\$150,000 to \$199,999	7.66%	14.38%
\$200,000 to \$299,999	15.94%	17.52%
\$300,000 to \$399,999	21.43%	9.26%
\$400,000 to \$499,999	17.42%	5.11%
\$500,000 to \$749,999	20.21%	5.76%
\$1,000,000 or more	4.46%	2.07%
HOUSING UNITS BY YEAR STRUCTURE BUILT		
1999 to October 2005	4.58%	15.21%
1995 to 1998	1.56%	6.33%
1990 to 1994	1.12%	6.29%
1980 to 1989	5.72%	14.11%
1970 to 1979	17.64%	16.14%
1960 to 1969	23.09%	12.04%
1950 to 1959	32.03%	10.80%
1940 to 1949	8.87%	6.21%
1939 or Earlier	5.39%	12.87%

Housing Breakdown - South_Miami, FL



Housing Breakdown - U.S. Average



■ Homes Owned
■ Housing Vacant
■ Homes Rented



Climate

Climate	South Miami	United States
Rainfall (in.)	61.6	36.5
Snowfall (in.)	0	25
Precipitation Days	104	100
Sunny Days	250	205
Avg. July High	89	86.5
Avg. Jan. Low	55.6	20.5
Comfort Index (higher=better)	29	44
UV Index	7.2	4.3
Elevation ft.	40	1,060

Education

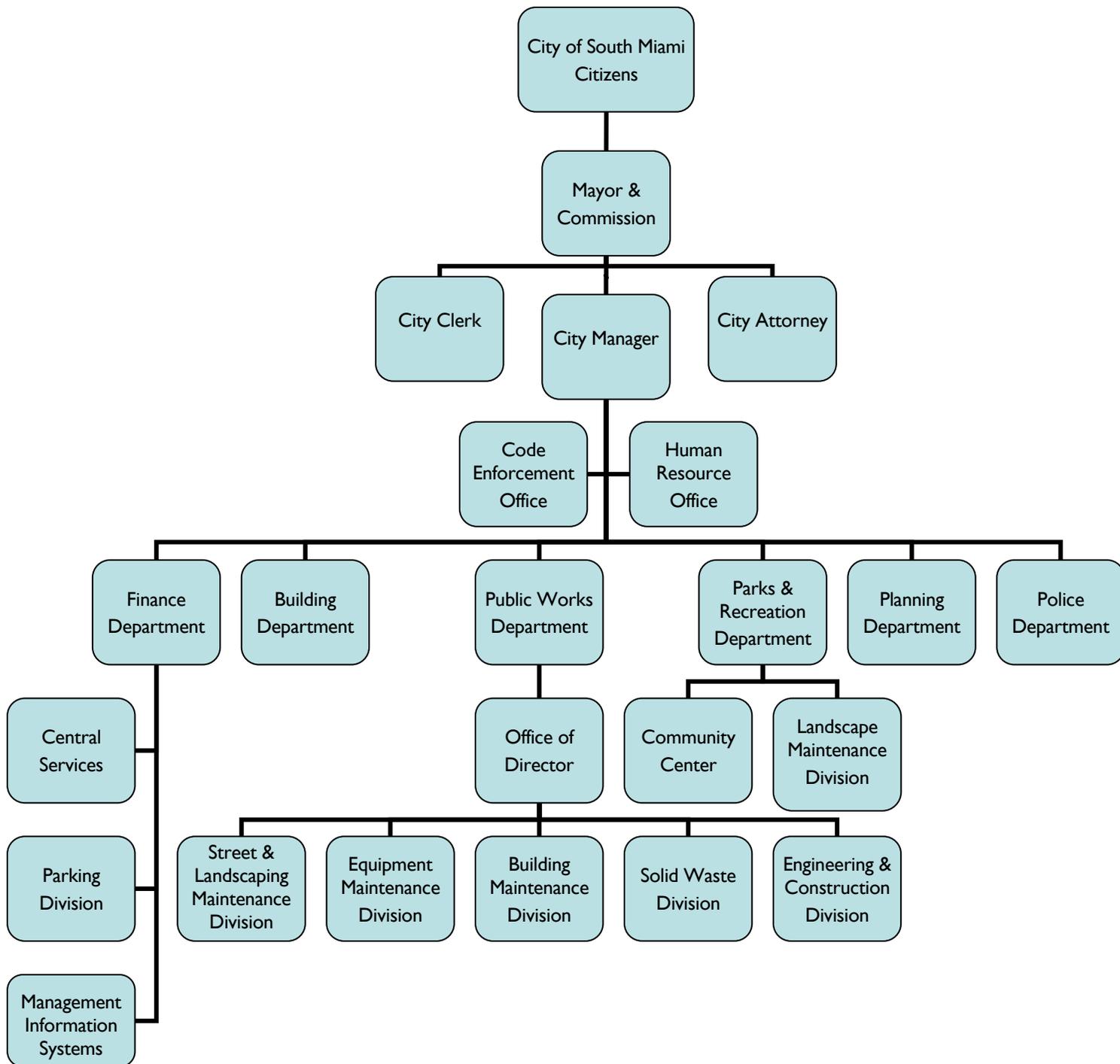
Education	South Miami	United States
School Expend.	\$5,069	\$5,678
Pupil/Teacher Ratio	17	14.9
Students per Librarian	605	803
Students per Counselor	358	513
2 yr College Grad.	6.64%	6.39%
4 yr College Grad.	19.51%	15.74%
Graduate Degrees	18.29%	8.87%
High School Grads.	81.10%	80.61%

Transportation

Transportation	South Miami	United States
Commute Time	30.4	27.8
COMMUTE MODE		
Auto (alone)	76.56%	76.33%
Carpool	7.14%	12.15%
Mass Transit	7.40%	4.44%
Work at Home	4.28%	3.33%
COMMUTE TIME TO WORK		
Commute Less Than 15 min.	22.63%	28.88%
Commute 15 to 29 min.	32.89%	36.09%
Commute 30 to 44 min.	27.33%	19.38%
Commute 45 to 59 min.	7.84%	7.59%
Commute greater than 60 min.	9.31%	8.06%



CITY OF SOUTH MIAMI ORGANIZATIONAL CHART





BUDGET SCHEDULE

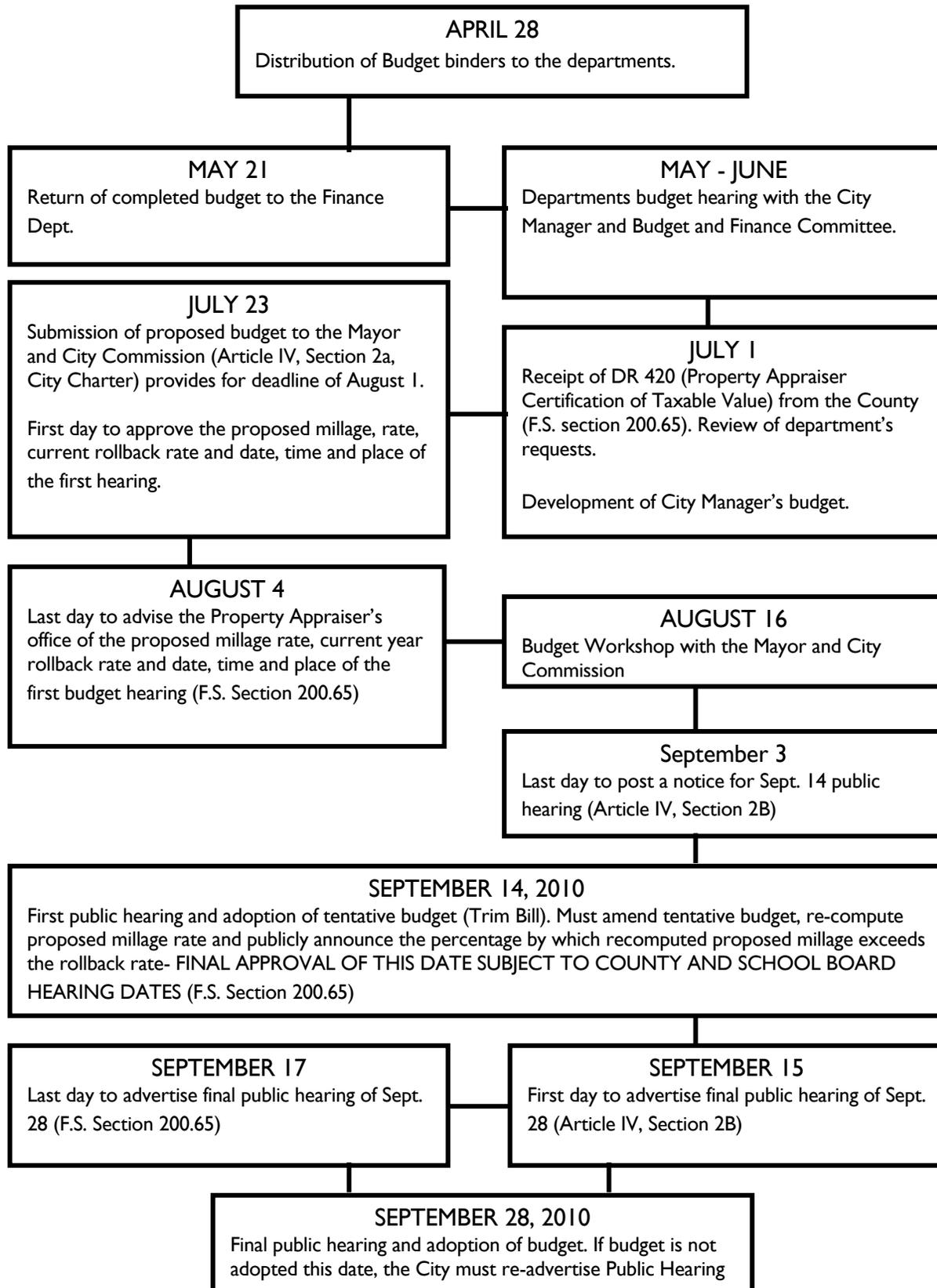
The Office of the City Manager and the Finance Department are responsible for the development of the annual budget. As the schedule below details, the budget process begins in April with the distribution of budget request forms to all departments. All departments are responsible for compiling budget 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 will be 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, 2010 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, are excluded. All projects that are to be 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 DETAIL

PROJECT DESCRIPTION FUND SOURCE	SOURCE OF FUNDS	FY 11	FY 12	FY 13	FY 14	FY 15
TRAFFIC CALMING						
Pinecrest Villas Traffic Calming Design	PTP	\$25,000	\$210,250	\$188,500		
Design and Construction for Mango Terrace Traffic Calming	PTP	\$195,000.00				
Traffic Calming - SW 64th Street	SMCRA	\$25,000.00	\$270,000.00			
Finalize Traffic Calming Cocoplum Terrace	PTP	\$45,000.00	\$155,000.00			
DRAINAGE IMPROVEMENTS						
SW 64th Court Drainage Improvements	SWDTF	\$50,000.00	\$100,000.00			
	PTP		\$80,000.00			
Citywide Drainage Improvements (59th Ave. from 74th to 80th St)	SWDTF					\$556,000.00
City Hall Sewer Connection - Connect septic line to Sewer	GF	\$28,100.00				
Citywide Drainage Imp. For EPA NPDES MS4 Permit	SWDTF		\$100,000.00	\$100,000.00	\$100,000.00	
FLEET REPLACEMENT						
PW Fleet Replacement - Trash Crane, Truck, Pick-Up	GF		\$261,000.00			
PW Fleet Replacement - Trash Crane, Truck, Aerial Lift	GF			\$267,000.00		
PW Fleet Replacement - Garbage Truck, 2 Pick Up, Dump	GF				\$272,000.00	
PW Fleet Replacement - Dump, Trash Crane, Pick Up	GF					\$287,000.00
Police Vehicles and Equipment (6 vehicles then 5 vehicles a year)	GF	\$193,668.00	\$161,390.00	\$161,390.00	\$161,390.00	\$161,390.00
ROAD INFRASTRUCTURE						
Sidewalk Master Plan (Repair of Existing and Installation of New)	PTP	\$25,000.00	\$25,000.00	\$50,000.00	\$50,000.00	\$50,000.00
SW 62nd Avenue Improvements (Miami-Dade County)	MDC	\$450,000.00				
Sunset Drive Improvements - (65 - 67) & (67-69)	UN		\$100,000.00			
	PTP		\$220,000.00			
	SWDTF		\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00
Street Resurfacing Program - Phase I SW 74 Street	LOGT	\$75,000.00				
Street Resurfacing Program - Phase II Citywide	LOGT		\$75,000.00	\$75,000.00	\$75,000.00	\$75,000.00
Downtown Imp. Business Area - Sunset to 74 St, 57th to 59th Ave.	UF				\$300,000.00	\$300,000.00



CAPITAL IMPROVEMENT PROGRAM 5-YEAR PLAN DETAIL (CONT.)

PROJECT DESCRIPTION FUND SOURCE	SOURCE OF FUNDS	FY 11	FY 12	FY 13	FY 14	FY 15
PARKS						
Dante Fascell Park Improvements to Bathroom and Tennis Court	FRDAP	\$50,000				
Brewer Park Lighting Improvements to tennis courts and lighting	FRDAP	\$135,000				
South Miami Park Infrastructure Improvements	FRDAP		\$200,000	\$200,000	\$200,000	
Disson Park Infrastructure Improvements to fencing and signage	GF	\$20,000				
	SNP	\$20,000				
Marshall Williamson Park Meeting Room and Bathroom	SMCRA	\$110,000				
Murray Park Community Pool	DHCD	\$1,334,911				
	SMCRA	\$100,000				
	SNP	\$220,000				
MISCELLANEOUS						
Church Street Streetscape (Intersection with 64th Place)	DHCD	\$40,000				
	SMCRA	\$60,000				
Citywide Landscaping Program	GF	\$10,000	\$5,000	\$10,000		
Citywide Lighting Program for additional FPL lights where necessary	UN		\$5,000	\$5,000	\$5,000	
Traffic Mitigation	FDOT	\$500,000	\$500,000	\$500,000		
Bus Shelters	PTP	\$78,000.00				
New Finance and Community Software	GF	\$172,000				
Parking Enforcement Smart Vehicle	GF		\$8,000	\$8,000		
40 Pay and Display Parking Centers	GF	\$464,500				
TOTAL CAPITAL IMPROVEMENTS BY YEAR		\$4,426,179	\$2,575,640	\$1,664,890	\$1,263,390	\$1,529,390



CAPITAL IMPROVEMENT PROGRAM FUND SUMMARY

CODE	SOURCE OF FUNDS	FY 11	FY 12	FY 13	FY 14	FY 15
DHCD	Department of Housing and Community Development	\$1,374,911				
GF	City's General Fund	\$888,268	\$435,390	\$446,390	\$438,390	\$448,390
LOGT	Local Option Gas Tax	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000
MDC	Miami-Dade County	\$450,000				
PTP	People Transportation Project	\$368,000	\$690,250	\$238,500	\$50,000	\$50,000
SMCRA	South Miami CRA	\$295,000	\$270,000			
SNP	Safe Neighborhood Park	\$240,000				
SWDTF	Stormwater Drain Trust Fund	\$50,000	\$300,000	\$200,000	\$200,000	\$656,000
UF	Unfunded		\$105,000	\$5,000	\$300,000	\$300,000
FRDAP	Florida Recreation Development Assistance Program	\$185,000	\$200,000	\$200,000	\$200,000	
FDOT	Florida Department Of Transportation	\$500,000	\$500,000	\$500,000	\$0	
TOTAL		\$4,426,179	\$2,575,640	\$1,664,890	\$1,263,390	\$1,529,390



CAPITAL IMPROVEMENT PROGRAM DESCRIPTIONS

Fiscal Year 2010/2011 – 2014/2015

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 performed. Several workshops were held with residents to arrive at a final plan. The design and implementation of the recommendations shall be completed.

Design and Construction of Mango Terrace Traffic 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 installation of 25 MPH signs.

Traffic Calming – SW 64th Street

Traffic calming for SW 64th Street (Harris Drive) between SW 57th Avenue and SW 62nd Avenue includes the following: textured pavement, pavement realignment, traffic control signage and pavement striping.

Finalize Traffic Calming Cocoplum Terrace

Final construction phase of the intersection improvements along with roadway modifications and traffic calming in the Cocoplum Terrace neighborhood.



DRAINAGE IMPROVEMENTS

SW 64th Court Drainage Improvement

64th Court south of Sunset Drive experiences heavy flooding after rain. Public Works identified a need to improve the drainage and will initiate the design study in FY 11.

Citywide Drainage Improvements Phase 6

Engineering and construction of improvements to infrastructure for the following streets: S.W. 59th Avenue from S.W. 74th Street to 80th Street and S.W. 74th Terrace from S.W. 58th Avenue to S.W. 59th Avenue. The objective is to transform roads into walkable and aesthetically pleasing neighborhood streets.

City Hall Sewer Connection

Connection of an active septic tank that was discovered in front of the Police Station under the existing concrete slab to a sewer system. The DEP 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.

Citywide Drainage Improvements

This activity consists of the procurement of engineering services and construction of the citywide drainage improvements in conformance with the City's Stormwater Utility requirements and EPA NPDES MS4 Permit.

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. Replacements of older vehicles results in higher efficiency and reduced cost of operation and maintenance. As older vehicles are replaced with new ones the older vehicles are dead lined and placed for auction.

Lease/purchase of vehicles is funded by the City's general fund.



Replacement of Police Vehicles:

The program consists of the replacement of older Police vehicles. Replacements of older vehicles results in higher efficiency and reduce cost of operation and maintenance. As older vehicles are replaced with new ones the older vehicles are dead lined and placed for auction.

Lease/purchase of vehicles is funded by the City's general fund. Proposed to replace 6 vehicles in FY 2011, then 5 vehicles a year for the subsequent years.

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 master plan is continuing.

SW 62nd Avenue Improvements (County)

Improvements to SW 62nd Avenue by Miami-Dade County (MDC Project No. 20030189) including: reduction of driving lanes, wider sidewalks, storm drainage, curbs and gutters, pavement marking, signing, signalization, street lighting and landscape.

Sunset Drive Improvements – (65 - 67 Ave.) & (67 – 69 Ave.)

This project includes traffic calming between US 1 and SW 69th Ave, on Sunset Drive to include: wider sidewalk, landscaped median, drainage system upgrade, street furniture (benches and trash cans), street lights improvements, irrigation for the entire project limit and landscaping.

Street Resurfacing Program – Phase I

The purpose of this program is to attain and maintain all City-owned paved streets at a serviceability level. The project is to provide infrastructure improvements and resurfacing along S.W. 74th Street between S.W. 59th Avenue to 61st Avenue.

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 resurface, restore and rehabilitate existing street on an as-needed basis, extending the life of the existing pavements.



Downtown Infrastructure Improvements

Provide infrastructure improvements along the immediate business area between Sunset Drive and 74th Street, and between 57th Avenue and 59th Avenue. This improvement will include traffic calming, drainage upgrades, streetlights, on-street parking, signage, landscaping and streetscape. This project will also include improvement to pedestrian corridor and sidewalks.

PARKS

Dante Facell Park

The \$50,000 grant will be used to upgrade the bathroom facilities and to resolve the drainage problem around the tennis courts. This grant will further provide widened sidewalks to making the Tennis “Pro-Shop” handicap accessible.

Brewer Park

This grant would allow to resurface the tennis courts. Added lighting will increase the usability of the courts. (Lighting would be designed to shine/illuminate down directly onto the court and would not illuminate towards the neighboring houses. In process of applying for grant money.

South Miami Park

The City will revisit the Master Plan to determine an action plan for further improvements.

Dison Park

This project includes installation of signage, walk ways, benches, tables and fencing.

Marshall Williamson Park

This project includes the construction of a new community meeting room with bathroom facilities.



Murray Park Community Pool

This project is part of the City's long term quality of life improvement program to providing a facility enhancing recreational activities and provide a safe place for neighborhood youth to learn to swim.

ADDITIONAL PROJECTS

Streetscape Intersection 59th Place and 64th Street

This project includes the construction of urban and streetscape on the intersection of SW 59th Place and SW 64th Street. that will include traffic calming devices, and to include texture pavers, irrigation system, landscaping and pavement marking.

Citywide Landscaping Program

To continue the City's tree planting initiative, the project consists of planting new trees in the City's right of ways and public places. This project would also include the replacement of trees along Sunset Drive in downtown area, as funding becomes available.

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.

Traffic Mitigation

A grant of \$1,500,000 from Florida Department of Transportation was made available specifically for the use of traffic mitigation projects.

Bus Shelter

Installation of new bus shelters in the selected existing bus stops along Sunset Drive at SW 59th Place and SW 66th Ave.



New Finance and Community Software

The City's current finance system was purchased in 1995 and is currently running on an AS400 proprietary system. In an effort to simplify the accounting and provide the useful reports to the Manager, Commission, and public on a timely basis, the Finance Department is upgrading the current program to SunGard's .net platform, which will allow the City to use a Microsoft server versus the AS400, which is very expensive to maintain, SunGard is financing the new program over a 5 year period; by upgrading, the City would no longer need to pay for some of the existing modules saving the City money and offsetting the cost of the new program.

Parking Enforcement Smart Vehicle

The program consists of the replacement of the aging fleet of two parking enforcement vehicles. Replacements of older vehicles results in higher efficiency and reduce cost of operation and maintenance. As older vehicles are replaced with new ones the older vehicles are dead lined and placed for auction.

Lease/purchase of vehicles is funded by the City's general fund.

40 Pay and Display Parking Center

The Finance Department is requesting an estimated 40 new pay and display machines for the South Miami Downtown area. The new pay and display machines are estimated to increase parking revenues within the Downtown area by a conservative 25%, which will pay the annual finance amount. The Finance Department is looking to finance the approximate amount of \$464,500 over a 5 year period at a conservative 5% rate.



GENERAL FUND BUDGET



GENERAL FUND REVENUE PROJECTIONS

ACCOUNT CLASSIFICATION			ACTUAL FY 2009	BUDGET FY 2010	ESTIMATE FY 2010	ADOPTED FY 2011
BEGINNING FUND BALANCE			6,692,266	7,813,387	7,813,387	5,164,909
TAXES						
311	1000	AD VALOREM TAXES	7,431,176	6,575,786	6,909,995	6,061,048
311	2000	AD VALOREM DELINQUENT	86,227	40,000	11,273	45,000
311	2100	PENALTIES & INTEREST	17,340	5,000	0	0
314	1000	UTILITY TAX-ELECTRIC	1,034,327	955,000	909,829	955,000
314	2000	UTILITY TAX-TELECOMMUNICA	75	0	0	0
314	3000	UTILITY TAX-WATER	143,971	132,000	138,422	135,000
314	4000	UTILITY TAX - GAS	32,355	30,000	37,934	32,000
315	0000	UNIFIED COMM SERVICES TAX	880,946	753,700	566,884	729,960
316	1000	LOCAL BUSINESS TAX-RENEWAL	470,043	430,000	535,839	500,000
316	2000	LOCAL BUSINESS TAX NEW	102,615	60,000	84,007	120,000
316	3000	LOBBYIST REGISTRATION FEE	7,925	1,500	8,076	3,500
TOTAL TAXES			10,207,000	8,982,986	9,202,258	8,581,508
FRANCHISE FEES						
322	1000	BUILDING PERMITS	458,009	400,000	420,000	433,881
323	1000	ELECTRICITY	1,156,910	970,000	911,314	1,000,000
323	4000	GAS	40,261	35,000	31,940	30,000
329	1000	PENALTIES LOCAL BUSINESS TAX	37,118	20,000	28,108	25,000
329	3000	GARAGE SALES	1,640	1,500	1,460	1,300
TOTAL FRANCHISE FEES			1,693,938	1,426,500	1,392,823	1,490,181
INTERGOVERNMENTAL REVENUE						
330	1000	INTERGOVERNMENTAL REVENUE	65,000	0	0	0
335	1012	STATE REVENUE SHARING	348,171	331,824	258,524	336,046
335	1015	ALCOHOLIC BEVERAGE LICENSE	17,274	12,000	13,666	13,000
335	1018	LOCAL GOVT 1/2 C SALES TX	654,800	587,254	457,814	642,011
335	4920	LOCAL OPTION FUEL TAX	163,593	154,380	134,714	167,598
337	7000	CULTURE/RECREATION-MLK	1,569	0	0	0
338	2000	COUNTY LOCAL BUSINESS TAX	15,879	8,000	5,892	7,500
TOTAL INTERGOVERNMENTAL REVENUE			1,266,285	1,093,458	870,610	1,166,155



ACCOUNT CLASSIFICATION			ACTUAL FY 2009	BUDGET FY 2010	ESTIMATE FY 2010	ADOPTED FY 2011
CHARGES FOR SERVICES						
341	2000	ZONING HEARING FEES	8,500	5,000	6,000	4,500
341	3000	ENVIRON REVW & PRESVT BRD	52,489	45,000	34,518	40,000
341	4000	MICROFILM SALES	3,902	2,800	5,304	3,300
341	9010	BLDG & ZON REINSPECT FEES	3,500	3,000	2,994	3,000
341	9020	QUAL. FEES ELECTIONS	0	0	1,800	0
341	9030	CERT OF USE/OCCUPANCY	33,100	25,000	27,825	30,000
341	9040	CODE ENFORCEMENT FINES	58,016	60,000	50,726	60,000
341	9051	FINGERPRNT&PASSPRT PROCES	45,570	40,000	46,088	45,000
342	1010	POLICE SERVICES	52,580	62,000	23,764	62,000
342	1021	TOWING ADMIN FEE	4,360	4,000	0	5,000
342	1025	SCHL CRSNG GRDS- CTY REIM	24,667	18,000	22,333	20,000
343	4100	SOLID WASTE CHARGES	22,568	15,000	8,062	6,000
343	4150	CNTY SOLID WASTE SURCHRG	1,680	500	90	0
343	4200	PRIVATE HAULERS PERMIT FEE	441,887	400,000	382,237	400,000
343	5100	PARKING PERMITS	52,333	50,000	46,455	50,000
343	5200	PARKING METER FRANCHISE	1,135,570	1,140,000	1,020,394	1,915,200
343	5210	VALET PARKING	67,468	53,000	25,745	50,000
343	5300	PARKING VIOLATIONS	841,536	800,000	812,268	800,000
343	5400	PARKING METER CASH KEY	29,157	25,000	24,966	15,000
347	2620	TENNIS COURT FEES	22,200	22,000	20,350	22,000
347	2630	RECREATION FEES	105,381	45,000	95,661	135,000
347	2631	MULTIPURPOSE CNTR-RENTAL	29,777	30,000	26,397	30,000
347	2632	MULTIPURPOSE CNTR-MEMBERSHIP	23,892	22,000	23,031	24,000
347	2650	S MIAMI PARK - RENTAL	3,660	2,000	1,550	2,000
347	2660	CONCESSION STANDS	-714	500	686	5,000
TOTAL CHARGES FOR SERVICES			3,063,078	2,869,800	2,709,244	3,727,000
FINES AND FORFEITS						
351	1200	METRO COURT FINES	114,233	120,000	124,726	715,560
351	1300	L.E.T.T.F.	5,201			
354	1000	BURGLAR ALARM FINES	47,350	40,000	13,913	40,000
354	1050	ALARM REGISTRATION CHG	39,853	28,000	24,650	28,000
TOTAL FINES AND FORFEITS			206,637	188,000	163,288	783,560



ACCOUNT CLASSIFICATION			ACTUAL FY 2009	BUDGET FY 2010	ESTIMATE FY 2010	ADOPTED FY 2011
MISCELLANEOUS REVENUES						
361	2000	INTEREST INCOME	191,463	175,000	180,772	175,000
361	4000	DIVIDENDS INCOME	1,685	0	1,472	0
362	1100	PARKING GARAGE RENT	75,996	75,996	75,997	75,996
362	2000	FASCELL PARK	17,036	13,000	14,460	13,000
362	3000	BUS BENCH ADS	11,492	8,000	990	0
362	5000	RENT C.A.A.	22,000	22,000	27,000	27,000
362	7500	SOUTH MIAMI MIDDLE SCHOOL	19,466	20,000	20,000	20,000
362	9000	PALMER PARK RENTALS	42,052	30,000	27,422	30,000
366	9000	HOSPITAL LANDSCAPE REVENU	150,000	150,000	150,000	4,532
366	9300	RICHMAN PROPERTIES LN PMT	681,776	726,750	550,012	0
366	9400	CITY HALL BRICKS	3,812	1,000	0	0
369	3000	REFUND PRIOR YR EXP.	2,497	0	0	0
369	5000	REIMB WORKERS COMP.	50,918	0	6,832	0
369	5400	REIMBSMNT-PUB WORKS LABOR	8,295	0	10,305	0
369	9201	MISC. OTHERS	20,866	25,000	20,053	65,000
369	9205	ADJ TO STATE REV SHARING	0	10,105	0	0
369	9225	SUNSET DR MTCE-FDOT REIMB	2,694	0	0	0
369	9294	PRIOR YEAR ENCUMBRANCES	0	0	0	0
TOTAL MISCELLANEOUS REVENUES			1,302,048	1,256,851	1,085,315	410,528
TOTAL GENERAL FUND REVENUE			18,919,460	16,263,046	15,868,988	16,158,932
OTHER FINANCIAL SOURCES						
381	1000	CONTRIB FROM OTHER FUNDS	197,481	0	0	402,623
381	1500	TRANSFER WATER/SEWER FUND	250,000	250,000	250,000	250,000
381	1700	TRANSFER FROM CRA	194,499	195,451	195,451	288,463
384	1000	DEBT PROCEEDS	0	0	0	794,070
389	9001	CAPITAL LEASE PROCEEDS	0	0	0	0
389	9003	LOAN PROCEEDS	538,493	0	0	0
TOTAL OTHER FINANCIAL SOURCES			1,180,473	445,451	445,451	1,735,156



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 1,422,628,241. This amount is 7.3% or \$111,649,705 lower than last year. The City experienced a 7.3% reduction in the taxable assessed property values due to the impact of the decline in the housing market 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 a 5% decrease compared with the budgeted 2009/10 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 an increase of 4% compared to the actual amount collected for 2009/10.

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 Reinspection 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. Revenue increase of 20% from the installation of the new Centralized Parking Stations. The



increase in revenues from the installation of the new Centralized Parking Systems is estimated to provide an additional \$173, 600 in revenues, net the debt payment amount.

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 meter 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 actual revenues for the period, which is estimated to be \$125,000.

A new source of revenue has been added to this revenue item, which is the increase number of citations that are expected due to the implementation of the Red Light Camera system. The increased revenue from this program will offset the expenditures incurred, which is approximately \$590,560 (Cost of the cameras and new P/T PSA)

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\$ 4,532 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 \$200.00

369.9201 Miscellaneous Revenues - Any other revenues not otherwise classified.

OTHER FINANCING SOURCES

381.1000 Contribution from Other Funds – The City in an effort to maintain compliance with the GASB 54 - Fund Balance Reporting and Governmental Fund Type, will be consolidating the Hurricane and Self-Insurance Funds into the General Fund. These two funds are not required by law and are not necessary in being maintained as a Special Revenue Fund. Below is a breakdown of the estimated transfer amount.

Furthermore, the new 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 Centralized Parking system.

SPECIAL REVENUE FUND	AMOUNT
HURRICANE FUND	183,039
SELF-INSURANCE FUND	194,584
HOMETOWN DISTRICT IMPROVEMENT FUND	<u>25,000</u>
TOTAL TRANSFER TO GENERAL FUND	<u><u>\$402,623</u></u>

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:

Grants Administrator	\$42,759
Code Enforcement Officer	\$90,389
Police Officer (CRA)	\$74,781
Police Officer (CRA)	\$71,266
CRA Secretary	\$2,500
EAR Study Phase I	\$3,800
Fuel	\$1,058
Postage	\$242
Copier	\$1,668
TOTAL	<u><u>\$288,463</u></u>



384.1000 – Debt Proceeds - This fund is used to capture loans/debt, which will be captured through the FY. Below you will find loans, which are expected to be obtained:

ITEM	VENDOR	AMOUNT	DESCRIPTION
Finance Community Development Software	HTE SUNGARD ONE SOLUTION	\$172,070	The New Finance and Community Development Software will be financed over a 5-year period, with no interest.
40 New Parking Pay and Display Machines	TBD	\$464,500	The purchase, installation and warranty of 40 new parking, pay and display machines. 5-year period
The Purchase of 6 new police vehicles	TBD	\$157,500	Financing of 6 additional Police vehicles
TOTAL DEBT PROCEEDS		<u>\$794,070</u>	



CITY OF SOUTH MIAMI DEPARTMENTS & DIVISIONS



MAYOR AND CITY COMMISSION

001-1100-511

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 2011

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	ADOPTED 2010-2011
1110	SALARIES & WAGES - EXECUTIVE	56,000	62,000	65,000	62,000
2110	F. I. C. A.	4,284	4,743	4,973	4,743
2410	WORKER'S COMPENSATION	0	0	0	341
	TOTAL PERSONNEL SERVICES	60,284	66,743	69,973	67,084
4010	MAYOR'S EXPENSE	1,392	2,000	2,000	2,000
4020	COMMISSIONER'S EXPENSE-ONE	335	1,500	1,500	1,500
4030	COMMISSIONER'S EXPENSE-FOUR	1,067	1,500	1,500	1,500
4040	COMMISSIONER'S EXPENSE-THREE	1,500	1,500	1,500	1,500
4050	COMMISSIONER'S EXPENSE-TWO	1,465	1,500	1,590	1,500
4060	MAYOR'S AUTO ALLOWANCE	500	500	500	500
4070	TRAVEL & CONFERENCE	4,179	0	0	0
4071	TRAVEL & CONFERENCE-MAYOR	0	1,200	1,200	1,200
4072	TRAVEL & CONFERENCE-ONE	0	1,200	1,200	1,200
4073	TRAVEL & CONFERENCE-TWO	0	1,200	1,200	1,200
4074	TRAVEL & CONFERENCE-THREE	0	1,200	1,200	1,200
4075	TRAVEL & CONFERENCE-FOUR	0	1,200	1,200	1,200
4120	COMMUNICATION-TELEPHONE SVC	4,347	5,000	5,000	5,000
4830	KEYS & FLOWERS	942	750	750	750
5210	SUPPLIES	1,957	1,750	2,014	1,750
5410	MEMBERSHIPS & SUBSCRIPTIONS	3,854	3,900	3,900	3,900
	TOTAL OPERATING EXPENSES	21,538	25,900	26,254	25,900
6410	EQUIPMENT UNDER \$500	0	0	0	0
9910	CONTRIBUTIONS-COMM. BOARDS	0	3,000	0	0
	TOTAL CAPITAL OUTLAY	0	3,000	0	0
	TOTAL COMMISSION	81,822	95,643	96,227	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

2410 Worker's Compensation – Beginning FY 2011, all departments, divisions and offices will be including within their respective budgets the City's responsible expense for Worker's Compensation. The City will continue to have Worker's Compensation with the Florida Municipal Insurance Trust.



CITY CLERK'S OFFICE

001-1100-511

CITY CLERK'S OFFICE 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 2010

- 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.
- Administered the publication of the City Charter and Code.
- 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.cityofsouthmiami.net) 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 FOR FY 2011

- Continue process for converting city records to electronic storage
 - Streamline internal operations specific to the division.
 - Prepare city commission agendas and minutes.
 - Furnish to the general public copies of all transcripts, legislation, orders, certificates, meeting notices and other matters of public information according to state law.
 - Maintain custody of city records test, 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.
 - Review and, if necessary, develop a comprehensive automation plan for city clerk/commission operations.

CITY CLERK'S OFFICE AUTHORIZED POSITIONS

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

CITY CLERK'S OFFICE ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2008	ACTUAL FY 2009	PROJECTED FY 2010	ESTIMATED FY 2011
Number of agenda packets prepared	35	37	42	44
Number of minutes prepared for approval	35	37	42	44
No. of agenda packets prepared (SMCRA)	8	11	13	15
No. of minutes prepared for approval (SMCRA)	8	11	13	15
Number of resolutions & ordinances prepared	70	74	130	148
Number of document pages images	468,000	500,000	500,000	300,000
Lobbyists registration	30	15	20	17
Public records requests	158	150	180	165
Notarizations	68	30	30	27



CITY CLERK'S OFFICE BUDGET FY 2011

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	ADOPTED 2010-2011
1210	SALARIES & WAGES - EXECUTIVE	138,125	138,291	138,291	140,840
2110	F.I.C.A.	10,516	10,579	10,579	10,774
2210	PENSION PLAN CONTRIBUTION	0	0	0	22,112
2310	GROUP HEALTH INSURANCE	7,965	8,183	8,183	9,406
2410	WORKER'S COMPENSATION	0	0	0	775
	TOTAL PERSONNEL SERVICES	156,606	157,053	157,053	183,907
3450	CONTRACTUAL	0	0	0	23,738
4070	TRAVEL & CONFERENCE	1,018	1,400	1,559	1,600
4080	EMPLOYEE EDUCATION	1,459	1,200	1,200	0
4110	POSTAGE	0	0	0	500
4120	TELEPHONE - CELL PHONES	0	0	0	360
4710	PRINTING MATERIAL - INFRASTR.	0	0	0	1,668
4910	LEGAL ADS	17,499	16,000	20,000	20,000
4920	ELECTIONS	42,992	25,000	25,000	8,000
4950	CODIFICATIONS	6,422	3,500	3,500	3,700
5210	SUPPLIES	575	1,000	1,000	500
5410	MEMBERSHIPS & SUBSCRIPTIONS	475	600	600	600
	TOTAL OPERATING EXPENSES	70,441	48,700	52,859	60,666
6410	EQUIPMENT LESS THAN \$500 VALUE	302	0	0	0
6430	EQUIPMENT-OPERATING	1,267	0	0	0
6510	RECORDS RETENTION	-3,632	4,000	8,000	0
	TOTAL CAPITAL OUTLAY	-2,063	4,000	8,000	0
	TOTAL CITY CLERK	224,983	209,753	217,912	244,572



CITY CLERK'S OFFICE BUDGET HIGHLIGHTS

2210 Pension Plan Contribution – Beginning FY 2011, all departments will be including within their respective budgets the City's responsible expense of the Pension contribution.

2410 Worker's Compensation – Beginning FY 2011, all departments will be including within their respective budgets the City's responsible expense for Worker's Compensation. The City will continue to have Worker's Compensation with the Florida Municipal Insurance Trust.

3450 – Contract Services – in an effort to maintain records electronically and maintain transparency, the Clerk's offices is looking to contract with a company to maintain and create electronic records. The goal 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 the cost to contract with a company to host the City's records electronically and share comments with the public as Commission agendas are prepared.

4110 Postage – Beginning FY 2011 all City departments will be allocated as part of their expenses, the use of postage for City business. Postage will continue to be managed by Central Services however; the amount of postage used will be monitored and charged to the appropriate department.

4120 Telephone - Cell Phone – All City departments will be allocated their respective portable phone expense as part of their annual overall budget beginning FY 2011.

4515 Auto Liability Insurance – All Departments will be allocated their respective cost as it relates to Auto Insurance Liability.

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).

6510 Records Retention – The amount normally included within this line item has been reallocated to 3450 – Contract Services.



CITY MANAGER'S OFFICE

001-1310-513

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 Office and Code Enforcement Office function is also located in this office. This office monitors the City's different Offices through meetings, reports and forecasts.

CITY MANAGER'S OFFICE ACCOMPLISHMENTS FOR FY 2010

- Professional management of the organization.
- Promoted economic development and redevelopment.
- Guided all city departments in meeting governing body goals.
- Implemented and monitored adherence to city policies developed by governing body.
- Administered the business affairs of the city.
- Led citywide succession planning effort.
- Acted as a conduit for information between individuals, departments and elected officials.



CITY MANAGER'S OFFICE OBJECTIVES FOR FY 2011

- Execute current and new policies developed by the Governing Body and monitor adherence to city policies.
- Deliver a fiscally responsible budget.
- Foster redevelopment by continued implementation of the Neighborhood Revitalization Programs.
- Continue to work with retail developers to encourage new retail projects.
- Work with developers to create Redevelopment Project Plans in the established TIF District.
- Oversee successful implementation of the organizational restructuring.
- Provides support and makes recommendations to the City Commission.
- Continue to provide organizational management.
- Continue to provide fiscal management.
- Select candidates for vacant senior staff positions.
- Engage in long-range planning.
- Facilitate relationships between the Commission and the Community.
- Enhance the professional culture of the organization.

CITY MANAGER'S OFFICE AUTHORIZED POSITIONS

POSITION/TITLE	FY 2008	FY 2009	FY 2010	FY 2011
Full Time				
City Manager	1	1	1	1
Executive Administrative Asst.	0	1	1	1
Administrative Assistant II	1	1	1	0
Communications Receptionist	1	1	1	1
Grant/Contract Administrator	0	1	1	1
Part Time				
PIO/Administrative Officer	1	0	0	0
Total F/T	4	5	5	4
TOTAL STAFF	4	5	5	4



CITY MANAGER'S OFFICE BUDGET FY 2011

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	ADOPTED 2010-2011
1210	SALARIES-REGULAR	356,098	358,750	305,101	273,113
2110	F.I.C.A.	23,101	23,488	25,875	20,893
2210	PENSION PLAN CONTRIBUTION	0	0	0	20,814
2220	ICMA				15,400
2310	GROUP HEALTH INSURANCE	38,656	40,634	10,233	22,173
2410	WORKER'S COMPENSATION	0	0	0	1,502
	TOTAL PERSONNEL SERVICES	417,854	422,872	341,209	353,895
3450	CONTRACTUAL SERVICES	0	0	0	100,400
4065	CITY MANAGER EXPENSE	710	1,500	1,229	1,540
4070	TRAVEL & CONFERENCE	1,233	1,000	923	3,500
4080	EMPLOYEE EDUCATION	2,018	1,300	0	20,691
4110	POSTAGE	0	0	0	1,589
4120	TELEPHONE - CELL PHONES	0	0	0	1,800
4630	MAINT & REP - COMM EQUIPMENT	0	500	0	0
4710	PRINTING- INFRASTRUCTURE	0	0	0	1,668
5210	SUPPLIES	3,207	3,250	2,075	2,000
5410	MEMBERSHIPS & SUBSCRIPTIONS	1,348	3,200	3,706	3,200
	TOTAL OPERATING EXPENSES	8,517	10,750	7,932	136,388
6410	EQUIPMENT LESS THAN \$500 VALUE	299	500	0	0
6420	OFFICE EQUIPMENT	0	500	0	0
	TOTAL CAPITAL OUTLAY	299	1,000	0	0
9920	GENERAL CONTINGENCY	0	0	0	102,536
	OTHER FUNDING SOURCE	0	0	0	102,536
	TOTAL CITY MANAGER	426,671	434,622	349,142	592,819



CITY MANAGER’S OFFICE BUDGET HIGHLIGHTS

2210 Pension Plan Contribution – Beginning FY 2011, all departments will be including within their respective budgets the City’s responsible expense of the Pension contribution.

2410 Worker’s Compensation – Beginning FY 2011, all departments will be including within their respective budgets the City’s responsible expense for Worker’s Compensation. The City will continue to have Worker’s Compensation with the Florida Municipal Insurance Trust.

3450 Contract Services – In FY 2011, the City Manager’s budget includes expenditures from previous year Intergovernmental Affairs. 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.

- Cardenas Partners LLC – \$36,400
- Gomez Barker Associates Inc. - \$54,000
- Green Consultant - \$10,000

4070 Travel & Conference - Funding for “Dade Day’s” in Tallahassee

4080 Employee Education – All department education expenses have been consolidated under the Manager’s budget.

DEPARTMENT	AMOUNT
CENTRAL SERVICES	\$1,910
HUMAN RESOURCES	\$5,500
CODE	
ENFORCEMENT	\$1,000
PW- BLDG MAINT.	\$500
PW- SOLID WASTE	\$500
PW- STREETS	\$1,000
PW- PARKS LANDS	\$500
PW- EQUIP. MAINT	\$300
PW- OFFICE OF DIR	\$300
PW- ENGINEERING	\$500
POLICE	\$6,828
PARKS & REC	\$1,853
TOTAL	\$20,691

4110 Postage – Beginning FY 2011 all City departments will be allocated as part of their expenses, the use of postage for City business. Postage will continue to be managed by Central Services however; the amount of postage used will be monitored and charged to the appropriate department.



4120 Telephone Cell Phone – All City departments will be allocated their respective portable phone expense as part of their annual overall budget beginning FY 2011.

4515 Auto Liability Insurance – All Departments will be allocated their respective cost as it relates to Auto Insurance Liability.

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).



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 2011

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	ADOPTED 2010-2011
3450	CONTRACTUAL SERVICES	60,000	65,000	85,200	0
4070	TRAVEL & CONFERENCE	6,441	5,000	4,860	0
	TOTAL OPERATING EXPENSES	66,441	70,000	90,060	0
	TOTAL INTERGOVERNMENTAL AFFAIRS	66,441	70,000	90,060	0



CENTRAL SERVICES DIVISION

001-1320-513

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 2010

- 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.
- Completed an inventory and Capital Asset Worksheet, which will continue to be updated and maintained monthly.
- Maintained all telephone lines within the City
- Continued to provide multiple services to the public in a professional and friendly atmosphere.

CENTRAL SERVICES DIVISION OBJECTIVES FOR FY 2011

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
FULL TIME				
Purchasing Manager	1	1	1	1
Procurement Specialist	1	1	1	1
Central Services Specialist II	1	1	1	1
Total F/T	3	3	3	3
TOTAL STAFF	3	3	3	3

CENTRAL SERVICES DIVISION ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2008	ACTUAL FY 2009	PROJECTED FY 2010	ESTIMATED FY 2011
Notarizations	363	320	342	323
Passport Services	919	1261	1090	970
Fingerprints	1223	1249	1236	1150
Background Checks	444	368	406	374
No. of Total Revenue Services	2949	3198	3074	2817
No. of Purchase Orders Issued	1102	732	917	696
No. of RFP's & RFQ's Issued	0	0	10	30
No. of Invoices Processed	3618	3940	3779	3719
No. of Asset Purchase/Tagged	200	222	75	96



CENTRAL SERVICES DIVISION BUDGET FY 2011

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	ADOPTED 2010-2011
1210	SALARIES - REGULAR	161,142	141,268	139,277	146,786
1310	SALARIES - PART TIME	14,007	0	0	0
1410	OVERTIME	259	168	0	0
2110	F.I.C.A.	13,033	10,820	10,550	11,229
2210	PENSION PLAN CONTRIBUTION	0	0	0	23,045
2310	GROUP HEALTH INSURANCE	11,653	14,183	5,754	16,435
2410	WORKER'S COMPENSATION	0	0	0	807
	TOTAL PERSONNEL SERVICES	200,094	166,439	155,581	198,304
3450	CONTRACTUAL SERVICES	0	0	0	0
4070	TRAVEL & CONFERENCE	1,194	1,000	34	0
4080	EMPLOYEE EDUCATION	3,477	1,200	0	0
4110	POSTAGE	28,200	30,909	1,386	4,133
4111	POSTAGE - PASSPORT PROCESSING	-2,726	0	-1,418	0
4120	TELEPHONE SERVICES	0	0	0	68,527
4420	LEASE PURCHASE - POSTAGE MACH.	540	770	270	540
4615	MAINT - OFFICE EQUIPMENT	1,538	2,600	0	1,787
4620	MAINT- OPERATING EQUIPMENT	780	2,013	1,987	1,500
4710	PRINT / BIND / COPYING	44,129	46,024	21,660	7,371
4720	PRINTING - CONTRACTUAL	3,548	6,600	75	3,100
5210	SUPPLIES	25,563	32,900	8,930	23,723
5211	SUPPLIES - PASSPORT PROCESSING	244	1,500	0	1,500
5220	UNIFORMS	285	0	326	0
5230	FUEL	0	0	0	84
5410	MEMBERSHIPS & SUBSCRIPTIONS	360	400	385	400
	TOTAL OPERATING EXPENSES	107,132	125,916	33,635	112,665
6410	EQUIPMNT LESS THAN \$500	-543	500	136	0
6420	OFFICE EQUIPMENT	1,149	0	0	0
6430	OPERATING EQUIPMENT	0	0	0	0
	TOTAL CAPITAL OUTLAY	606	500	136	0
	TOTAL CENTRAL SERVICES	307,832	292,855	189,352	310,969



CENTRAL SERVICES DIVISION BUDGET HIGHLIGHTS

2210 Pension Plan Contribution – Beginning FY 2011, all departments will be including within their respective budgets the City’s responsible expense of the Pension contribution.

2410 Worker’s Compensation – Beginning FY 2011, all departments will be including within their respective budgets the City’s responsible expense for Worker’s Compensation. The City will continue to have Worker’s Compensation with the Florida Municipal Insurance Trust.

4110 Postage – Beginning FY 2011 all City departments will be allocated as part of their expenses, the use of postage for City business. Postage will continue to be managed by Central Services however; the amount of postage used will be monitored and charged to the appropriate department; as a result, budget was decreased.

4120 Telephone Services- Beginning FY 2011 all City Telephone Services will be centralized in Central Services.

4515 Auto Liability Insurance – All Departments will be allocated their respective cost as it relates to Auto Insurance Liability.

4615 Maintenance Office Equipment- Beginning FY 2011 maintenance contract was cancelled due to unused typewriters.

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).

5210-Office Supplies- FY 2011 Central Services will not be providing emergency supplies to all City Departments, as it was a practice in the past.



HUMAN RESOURCE OFFICE

001-1330-513

HUMAN RESOURCE OFFICE FUNCTION

The Human Resources Division provides four service areas: Administration; this area includes labor relations, legal regulations, strategic planning, training and development. Employee Relations; includes recruitment, selection, job descriptions, classifications, policy development, assessment, training, performance evaluation, disciplinary actions and wage & benefit surveys. Employee Benefits; Areas of responsibility include health & welfare, group benefits program, orientation, community relations, tuition reimbursement/scholarships, employee recognition and counseling/assistance. Risk Management/Self Insurance; responsible for accident/incident investigation, reporting & monitoring for Workers Compensation, safety library and training, review of property values, insurance coverage and premiums, and general liability issues.

HUMAN RESOURCE OFFICE ACCOMPLISHMENTS FOR FY 10

- Implemented policies and procedures that best serve the workforce.
- Recognized, reinforced, and rewarded individual efforts.
- Increased employee motivation.
- Involved and engaged employees in the decision-making processes within each department to increase their level of commitment.
- 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 RESOURCE OFFICE OBJECTIVES FOR FY 11

- Provide training that will develop skills, knowledge, abilities and competencies in order to promote employee growth.
- Reduce the overall turnover rate.
- Increase employee job satisfaction by reducing number of grievances, arbitrations and EEOC claims by 5%.
- Promote accurate and informative employee evaluations.
- Keep senior management involved and accountable.
- Assist Supervisors in providing a positive working environment.
- Increase the training in those departments with higher accident/injury frequency.
- Reduced automobile and property damage claims by 10%.
- Elevate driver awareness to decrease accident frequency and severity.



HUMAN RESOURCE OFFICE AUTHORIZED POSITIONS

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

HUMAN RESOURCE OFFICE ACTIVITY REPORT

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



HUMAN RESOURCE OFFICE BUDGET FY 2011

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	ADOPTED 2010-2011
1210	SALARIES - REGULAR	121,140	125,385	122,137	176,655
1310	SALARIES - PART TIME	1,463	0	0	0
2110	F.I.C.A.	9,323	9,592	9,592	13,514
2210	PENSION PLAN CONTRIBUTION	0	0	0	27,735
2310	GROUP HEALTH INSURANCE	7,895	9,504	9,504	16,255
2410	WORKER'S COMPENSATION	0	0	0	972
	TOTAL PERSONNEL SERVICES	139,821	144,481	141,233	235,131
2510	UNEMPLOYMENT COMPENSATION	0	0	0	20,000
2610	EMPLOYEE ASSISTANCE PROGRAM	3,544	4,800	2,400	3,000
3160	PRE-EMPLOYMENT PHYSICALS	9,650	10,000	15,252	8,000
4070	TRAVEL & CONFERENCE	218	0	0	0
4080	CITYWIDE TRAINING	5,045	8,500	8,500	0
4110	POSTAGE	0	100	100	180
4120	TELEPHONE- CELL PHONE	0	0	0	1,380
4510	LIABILITY INSURANCE	0	0	0	287,760
4520	PUBLIC EMPLOYEES BLANKET BOND	0	0	0	1,000
4710	PRINTING - INFRASTRUCTURE	0	0	0	1,668
4850	ADVERTISING - NON LEGAL	6,734	5,800	5,800	6,500
5210	SUPPLIES	1,640	1,700	1,700	1,650
5410	MEMBERSHIPS & SUBSCRIPTIONS	0	0	125	0
	TOTAL OPERATING EXPENSES	26,831	30,900	33,877	331,138
	TOTAL HUMAN RESOURCES	166,652	175,381	175,110	566,269



HUMAN RESOURCE OFFICE BUDGET HIGHLIGHTS

2210 Pension Plan Contribution – Beginning FY 2011, all departments will be including within their respective budgets the City’s responsible expense of the Pension contribution.

2410 Worker’s Compensation – Beginning FY 2011, all departments will be including within their respective budgets the City’s responsible expense for Worker’s Compensation. The City will continue to have Worker’s Compensation with the Florida Municipal Insurance Trust.

3450 Contract Services – The City will be acquiring the services of a payroll company. 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.

4110 Postage – Beginning FY 2011 all City departments will be allocated as part of their expenses, the use of postage for City business. Postage will continue to be managed by Central Services however; the amount of postage used will be monitored and charged to the appropriate department.

4120 Telephone Cell Phone – All City departments will be allocated their respective portable phone expense as part of their annual overall budget beginning FY 2011.

4510 Liability Insurance – The City obtains its General Liabilities Insurance from the Florida Municipal Insurance Trust. The amount within this line item covers the cost associated with the City’s liability insurance and contingency for deductibles required to be paid as part of our policy. This line item replaces the Self-Insurance Fund with respect to deductibles.

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).



MANAGEMENT INFORMATION SYSTEMS OFFICE

001-1340-513

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 department. 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 Consulting, 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 department will be under the supervision of the Finance Department.

MANAGEMENT INFORMATION SYSTEMS EVALUATION END OF FY 2010

- An aging fleet of servers with minimal and in some cases no back-up
- Improperly maintained Active Directory structure
- No IT plan for the future
- No defined disaster recovery plan
- A very expensive proprietary (AS400) in need of replacement or upgrade
- No helpdesk and no metrics defining customer satisfaction
- No drawing, control or understanding of the number and types of circuits comprising the local and wide area networks
- An aging phone system
- No control of cellular phones and cellular data services.

MANAGEMENT INFORMATION SYSTEMS OBJECTIVES FOR FY 2011

- 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 helpdesk
- Manage City's website
- Manage all handheld devices
- Manage and maintain video security system
- Manage phone system changes
- Record City meetings as required



MANAGEMENT INFORMATION SYSTEMS OFFICE AUTHORIZED POSITIONS

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



MANAGEMENT INFORMATION SYSTEMS OFFICE BUDGET FY 2011

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	ADOPTED 2010-2011
1210	SALARIES - REGULAR	197,366	203,678	198,930	0
2110	F.I.C.A.	15,043	15,581	15,581	0
2210	PENSION PLAN CONTRIBUTION	0	0	0	0
2310	GROUP HEALTH INSURANCE	12,491	12,826	12,826	0
2410	WORKER'S COMPENSATION	0	0	0	0
	TOTAL PERSONNEL SERVICES	224,900	232,086	227,337	0
3450	CONTRACT SERVICES – INFRASTR.	115,309	95,000	105,499	206,375
4070	TRAVEL & CONFERENCE	0	0	0	0
4080	EMPLOYEE EDUCATION	0	250	0	0
4120	TELEPHONE - CELL PHONES	0	0	0	720
4445	LEASE PURCHASE - AS 400	4,728	13,500	14,445	0
4515	LIABILITY INSURANCE	0	0	0	800
4630	MAINT & REP - COMM EQUIPMENT	4,021	2,000	1,991	3,000
4632	INTERNET SERVICE	52,595	50,500	50,500	59,196
4634	MAINTENANCE - INTERNET SERVICE	76,316	97,500	100,555	11,084
5205	COMPUTER EQUIPMENT	0	0	0	39,500
5210	SUPPLIES	11,824	12,000	13,218	4,395
5220	UNIFORMS	0	250	0	0
5230	FUEL	0	0	0	150
5410	MEMBERSHIPS & SUBSCRIPTIONS	55	0	0	0
	TOTAL OPERATING EXPENSES	264,848	271,000	286,208	325,220
6410	EQUIPMENT LESS THAN \$500 VALUE	887	1,000	1,000	0
6420	OFFICE EQUIPMENT	1,840	1,000	1,000	0
6430	OPERATING EQUIPMENT	51,099	62,500	65,153	0
	TOTAL CAPITAL OUTLAY	53,826	64,500	67,153	0
	TOTAL MIS	543,574	567,586	580,698	325,220



MANAGEMENT INFORMATION SYSTEMS BUDGET HIGHLIGHTS

3450 – Contract Services – The City will be contracting with an outside Information Technology Company for all the City’s IT needs. Please find a breakdown of the line item:

VERIZON AIRCARDS 2 @ 50./MONTH.	\$1,200
VERIZON AIRCARDS 6 @ 50./MONTH FOR SECURITY CAMERAS	\$3,600
ACCRISOFT WEBSITE LICENSING & MAINTENANCE 1,185.00 / QTR	\$4,740
CH 77 BACKEND UPGRADES & CITY CHAMBERS	\$25,000
MISC. SERVICE REPAIRS TO CABLE CONNECTIONS, ROUTERS AND SWITCHES 150./HR	\$7,000
IDC (500 HRS @ 110.00) IT Management	\$164,835
TOTAL	<u>\$206,375</u>

4120 Telephone Cell Phone – All City departments will be allocated their respective portable phone expense as part of their annual overall budget beginning FY 2011.

4632 Internet Service – This line item includes Metro E Service for City Hall, PW and the Community Center (\$28,476), four T-1 Connections (\$28,800) and Atlantic Broadband Internet Service (\$1920)

4515 Auto Liability Insurance – All Departments will be allocated their respective cost as it relates to Auto Insurance Liability.

5205 Computer Equipment – After review of the City’s existing Network System, it was recommended that the City upgrade/update the system to avoid any network failure. The purchase of all the equipment on this line item will be used to improve the network.



FINANCE DEPARTMENT

001-1410-513

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. The Finance Department is responsible for the City's parking program which includes the collections and maintenance of parking meters and enforcement.

FINANCE DEPARTMENT ACCOMPLISHMENTS FOR FY 10

- 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 2011

- To 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.
- Comply with Generally Accepted Accounting Principles (GAAP).



FINANCE DEPARTMENT AUTHORIZED POSITIONS

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

FINANCE DEPARTMENT ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2008	ACTUAL FY 2009	PROJECTED FY 2010	ESTIMATED FY 2011
Number of Parking Decals Sold	461	333	350	359
Number of Cash Key Sold	129	154	150	98
Number of Cash Key Refills	494	558	543	420
Number of Private Haulers	52	59	64	67
Number of Payroll Periods Processed	26	26	26	26
Comprehensive Annual Financial Reports (CAFR)	1	1	1	1
Number of Annual Balanced Budget	1	1	1	1
Occupational License (New)	486	561	570	550
Occupational License (Renewals)	3400	3132	3500	3400
Number of A/P Checks Processed	3493	3298	3200	3200
Number of Payroll Checks Processed	4755	4688	4695	4600



FINANCE DEPARTMENT BUDGET FY 2011

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	ADOPTED 2010-2011
1210	SALARIES - REGULAR	402,864	404,921	348,712	341,698
1310	SALARIES - PART TIME	21,250	27,092	22,653	26,988
2110	F.I.C.A.	31,342	33,049	28,348	28,204
2210	PENSION PLAN CONTRIBUTION	0	0	0	53,647
2310	GROUP HEALTH INSURANCE	29,447	30,231	30,231	31,309
2410	WORKER'S COMPENSATION	0	0	0	2,028
	TOTAL PERSONNEL SERVICES	484,903	495,293	429,944	483,874
3100	PROFESSIONAL SERVICES	0	0	0	10,000
3210	AUDITOR'S FEE	0	0	0	55,500
3450	CONTRACTUAL SERVICES	209,990	210,000	211,310	215,000
4070	TRAVEL & CONFERENCE	865	1,200	1,200	1,200
4080	EDUCATION	2,509	2,248	2,248	0
4090	TUITION REIMBURSEMENT				2,126
4620	MAINTENANCE- EQUIPMENT	-3	100	0	0
4110	POSTAGE	0	0	0	7,030
4120	TELEPHONE- CELL PHONES	0	0	0	1,740
4515	LIABILITY INSURANCE-AUTO	0	0	0	400
4634	MAINTENANCE COMP PROGRAMS	0	0	0	35,000
4710	PRINTING- INFRASTRUCTURE	0	0	0	1,668
5210	SUPPLIES	11,797	11,930	11,982	2,668
5230	FUEL	0	0	0	288
5410	MEMBERSHIPS & SUBSCRIPTIONS	1,558	1,610	1,820	1,760
	TOTAL OPERATING EXPENSES	226,716	227,088	228,561	334,380
6410	EQUIPMENT-LESS THAN \$500	270	500	350	0
6430	EQUIPMENT OPERATING	4,889	10,000	10,000	636,570
	TOTAL CAPITAL OUTLAY	5,159	10,500	10,350	636,570
7110	DEBT SERVICE- PRINCIPAL	0	0	0	129,500
7210	DEBT SERVICE- INTEREST	0	0	0	5,500
	TOTAL DEBT SERVICE	0	0	0	135,000
	TOTAL FINANCE	716,778	732,881	668,855	1,589,824



FINANCE DEPARTMENT BUDGET HIGHLIGHTS

2210 Pension Plan Contribution – Beginning FY 2011, all departments will be including within their respective budgets the City’s responsible expense of the Pension contribution.

2410 Worker’s Compensation – Beginning FY 2011, all departments will be including within their respective budgets the City’s responsible expense for Worker’s Compensation. The City will continue to have Worker’s Compensation with the Florida Municipal Insurance Trust.

3100 – Professional Fee – 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	\$35,000
Pension Audit	\$10,500
Single Audit	\$5,000
OTHER Required Auditing Engagement	\$5,000
TOTAL	\$55,500

3450 Contractual Services – Laz Parking continues to operate the collections, maintenance and enforcement of the City’s Parking Program. Currently the contract is on a month per month basis.

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	\$250
TOTAL	\$1,200

4120 Telephone Cell Phone – All City departments will be allocated their respective portable phone expense as part of their annual overall budget beginning FY 2011.



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 amount of lease copiers is 12 (10 b/w and 2 color).

5230 Fuel and lubricants – All City departments are being allocated as part of their annual budget Fuel beginning in FY 11. The Business Tax Receipt Collector uses a City vehicle to enforce and research business licenses as well as, 3-days a week, accompanies the Parking Contractor employees during the regular collection process.

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

GFOA CERT OF EXCELLENCE	\$450
GFOA BUDGET RECOG AWARD	\$300
CPA LICENSE RENEWAL	\$155
AICPA DUES	\$200
FICPA DUES	\$215
FGFOA MEMBERSHIP	\$25
S. FLORIDA GOVT FIN OFFICER	\$25
PUBLICATIONS- GFOA	\$200
GFOA MEMBERSHIP	\$190
TOTAL	\$1,760

6430 Equipment Operating – The Finance Department is requesting an estimated 40 new pay and display machines for the South Miami Downtown area. The new pay and display machines are estimated to increase parking revenues within the Downtown area by a conservative 25%, which will pay the annual finance amount. The Finance Department is looking to finance the approximate amount of \$464,500 over a 5-year period at a conservative 5% rate.

Furthermore, the City's current finance system was purchased in 1995 and is currently running on an AS400 proprietary system. In an effort to simplify the accounting and provide the useful reports to the Manager, Commission and public on a timely basis, the Finance Department is upgrading the current program to Sungard's .net platform, which allows the City to use a Microsoft server versus the AS400, which is very expensive to maintain. Sungard is financing the new program over a 5-year period; by upgrading, the City would no longer need to pay for some of the existing modules saving the City money and offsetting the cost of the new program.

7110 Debt Service Principal – This expense is to account for all expenses related to the principal payment of debt.

7210 Debt Service Interest - This expense is to account for all expenses related to the interest payment of debt.



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	BUDGET 2009-2010	ESTIMATE 2009-2010	ADOPTED 2010-2011
2410	WORKERS' COMPENSATION	251,700	333,072	333,072	0
2510	UNEMPLOYMENT COMPENSATION	20,856	20,000	20,000	0
	TOTAL PERSONNEL SERVICES	272,557	353,072	353,072	0
4510	LIABILITY INSURANCE	429,241	501,618	501,618	0
4520	PUBLIC EMPLOYEES BLANKET BOND	660	1,200	1,200	0
4540	BOILER & MACHINERY INSURANCE	0	2,750	2,750	0
4591	POLICE A.D.D.	2,508	3,500	3,500	0
4592	DEATH BENEFITS FOR PENSIONERS	0	1,500	1,500	0
	TOTAL OPERATING EXPENSES	432,408	510,568	510,568	0
	TOTAL INSURANCE	704,965	863,640	863,640	0



CITY ATTORNEY'S OFFICE

001-1500-514

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, prepares and attends educational workshops for the City Commission; attends advisory board meeting as required by the Commission, attends Code Enforcement hearings, 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 2011

- 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, confer with employees 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.
- Represent the City in civil cases initiated by the City 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 appropriate, legislative and administrative matters of other governmental entities, and make recommendations and convey to others official positions as needed.
- To properly represent the interests of the City as may be directed from

time to time in other legislative forums.

- As directed, 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 2011

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	ADOPTED 2010-2011
3120	LEGAL SERVICES - RETAINER	141,315	132,924	200,650	160,320
3410	LEGAL SERVICES -OUTSIDE	185,854	52,076	52,076	295,000
3440	CONSULTING-LABOR	8,448	45,000	95,000	40,000
3452	CONTRACTUAL SVC-CODE ENF.	0	20,000	20,000	0
4065	CITY ATTORNEY'S EXPENSE	0	0	1,500	1,500
	TOTAL OPERATING EXPENSES	335,617	250,000	369,226	496,820
	TOTAL LEGAL SERVICES	335,617	250,000	369,226	496,820



CITY ATTORNEY'S OFFICE BUDGET HIGHLIGHTS

3120 Legal Services – Retainer – This line item is used to pay for the services of the City Attorney's Firm. The amount is set as a flat fee, which was approved by the Commission. The amount was reduced because the SMCRA is paying for needed services from the City Attorney from the SMCRA budget.

3410 Legal Services – Outside – Due to the current issue involving some of the City's Debt, specialized outside council has been obtained and the increase amount is estimated to cover the legal expense.

3440 Consulting Labor – This line item is used to cover any legal fees which we may incur due to labor and union issues. This amount has decreased by \$5,000 because the SMCRA has budgeted labor consulting fees in the SMCRA budget.



BUILDING DEPARTMENT

001-1610-524

BUILDING DEPARTMENT 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 FOR FY 2010

- Departmental staff maintained cordial relations with developers, contractors and city residents, providing technical assistance while enforcing the applicable codes
- Completed building inspections within 24 hours of the 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.
- Updated procedural manual for the department

BUILDING DEPARTMENT OBJECTIVES FOR FY 2011

- Maintain high level of customer service during the performance of its operational responsibilities.
- 100% of all building inspections requested daily before 4:00 pm to be completed and documented within two working days of the request.
- Continue to keep accurate records of financial and workload parameters for the Department.
- Make sure the inspectors have all the necessary training to complete all the inspections in a professional manner.



BUILDING DEPARTMENT AUTHORIZED POSITIONS

POSITION/TITLE	FY 2008	FY 2009	FY 2010	FY 2011
FULL TIME				
Building Director	1	1	1	1
Chief Building Inspector	0	1	1	1
Permit Coordinators	2	2	2	2
Total F/T	3	4	4	4
PART TIME				
Electrical Inspector	1	1	1	1
Mechanical Inspector	1	1	1	1
Plumbing Inspector	1	1	1	1
Structural Inspector	1	1	1	1
Total P/T	4	4	4	4
TOTAL	7	8	8	8

BUILDING DEPARTMENT ACTIVITY REPORT

ACTIVITY		ACTUAL FY 2008	ACTUAL FY 2009	PROJECTED FY 2010	ESTIMATED FY 2011
PERMITS:					
	Building	547	464	375	400
	Roofing	161	143	117	120
	Electrical	349	297	295	310
	Mechanical	163	100	102	110
	Plumbing	235	154	159	160
TOTAL PERMITS		1455	1158	1048	1100
INSPECTIONS:					
	Building	1634	1468	972	1000
	Roofing	666	620	480	500
	Electrical	817	737	583	600
	Mechanical	381	357	289	300
	Plumbing	755	618	424	450
TOTAL INSPECTIONS		4253	3800	2748	2850



BUILDING DEPARTMENT KEY PERFORMANCE MEASUREMENTS

ACTIVITY	ACTUAL FY 2008	ACTUAL FY 2009	PROJECTED FY 2010	ESTIMATED FY 2011
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%	100%	100%
Contain departmental expenses within the original approved budget. Data shows percent of budget used	110%	97%	99%	99%
Maintain minimum levels of professional certifications for staff by completing appropriate continuing education requirements. Data shows achievement level	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%	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%



BUILDING DEPARTMENT BUDGET FY 2011

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	ADOPTED 2010-2011
1210	SALARIES - REGULAR	222,135	227,932	228,831	227,931
1310	SALARIES - PART TIME - INSPECTORS	135,823	138,435	136,549	135,720
1410	OVERTIME	0	2,000	2,000	0
2110	F.I.C.A.	27,688	28,027	27,601	27,819
2210	PENSION PLAN CONTRIBUTION	0	0	0	35,785
2310	GROUP HEALTH INSURANCE	16,711	17,538	17,734	20,216
2410	WORKER'S COMPENSATION	0	0	0	9,291
	TOTAL PERSONNEL SERVICES	402,357	413,932	412,715	456,763
3150	CONTRACT INSPECTORS	13,350	6,500	6,100	3,000
3450	CONTRACTUAL SERVICES	3,393	4,100	2,500	2,000
4070	TRAVEL & CONFERENCE	32	105	105	0
4080	EMPLOYEE EDUCATION	1,722	400	400	0
4110	POSTAGE	0	0	0	683
4120	TELEPHONE- CELL PHONES	0	0	0	360
4515	LIABILITY INSURANCE- AUTO	0	0	0	400
4710	PRINTING - INFRASTRUCTURE	0	0	0	1,668
5210	SUPPLIES	2,857	3,000	2,948	2,000
5220	UNIFORMS	999	100	1,665	0
5410	MEMBERSHIPS & SUBSCRIPTIONS	219	80	80	0
	TOTAL OPERATING EXPENSES	22,571	14,285	13,798	10,111
6420	OFFICE EQUIPMENT	3,560	0	0	0
	TOTAL CAPITAL OUTLAY	3,560	0	0	0
	TOTAL BUILDING & ZONING	428,489	428,217	426,513	466,873



BUILDING DEPARTMENT BUDGET HIGHLIGHTS

2210 Pension Plan Contribution – Beginning FY 2011, all departments will be including within their

2410 Worker's Compensation – Beginning FY 2011, all departments will be including within their respective budgets the City's responsible expense for Worker's Compensation. The City will continue to have Worker's Compensation with the Florida Municipal Insurance Trust.

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.

4110 Postage – Beginning FY 2011 all City departments will be allocated as part of their expenses, the use of postage for City business. Postage will continue to be managed by Central Services however; the amount of postage used will be monitored and charged to the appropriate department.

4120 Telephone Cell Phone – All City departments will be allocated their respective portable phone expense as part of their annual overall budget beginning FY 2011.

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 department's responsible expense is calculated at \$1,668, which represents 50% of the cost of a copier as per the leased and warranty agreement (\$3,336).



PLANNING AND ZONING DEPARTMENT

001-1620-524

PLANNING & ZONING FUNCTION

The Planning and Zoning Department is responsible for the City's planning, zoning, development review and economic development. The Department is charged with the oversight of all inquiries pertaining to zoning, 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 2010

- Provided the planning for the construction of the Historic Markers in the Cambridge Lawns Historic District.
- Guided the adoption of the 2006 Evaluation and Appraisal Based Text amendment through the City Commission and to the Department of Community Affairs, resulting in a finding of compliance.
- Completed the 2005 Evaluation and Appraisal Report(EAR)
- Prepared the Federal & State Legislative Action Plan for consideration and adoption by the City Commission.

PLANNING & ZONING OBJECTIVES FY 2011

- To prepare and file amendments to the Comprehensive Plan text and the Future Land Use Map in the Plan.
- Prepare and process amendments to the Land Development Code.
- Begin the process for the 2012 EAR including file amendments and EAR documents to the required agencies for review.
- Provide staff support to City of South Miami Boards and Committees.
- To maintain the Land Development Codes of the City including the Official Zoning Map.
- To provide simple and complete information and guidance to applicants and customers seeking planning and zoning information.



PLANNING & ZONING AUTHORIZED POSITIONS

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

PLANNING & ZONING ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2008	ACTUAL FY 2009	PROJECTED FY 2010	ESTIMATED FY 2011
Number of Building Permits Reviewed	888	749	649	700
Number of Planning Board Items Processed	48	35	34	50
Number of Environmental Review and Preservation Board Items Processed	129	111	73	80
Number of Historic Preservation Board Items Processed	23	25	24	25
Number of Requests for Microfilm Records	304	328	312	300



PLANNING AND ZONING DEPARTMENT BUDGET FY 2011

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	ADOPTED 2010-2011
1210	SALARIES - REGULAR	272,379	301,969	271,487	243,761
1310	SALARIES - PART TIME	32,049	26,414	27,758	19,575
1410	OVERTIME	139	0	0	0
2110	F.I.C.A.	22,907	25,121	25,007	20,145
2210	PENSION PLAN CONTRIBUTION	0	0	0	38,270
2230	COMPENSATED ABSENCES	0	0	0	0
2310	GROUP HEALTH INSURANCE	17,861	21,953	21,953	19,935
2410	WORKER'S COMPENSATION	0	0	0	974
	TOTAL PERSONNEL SERVICES	345,335	375,457	346,205	342,661
3100	PROFESSIONAL SERVICES	1,305	0	172	440
3450	CONTRACTUAL SERVICES	44,490	62,400	47,055	65,848
3480	MICROFILMING - DIGITIZING	1,375	1,375	1,444	1,544
4070	TRAVEL & CONFERENCE	24	0	68	0
4080	EMPLOYEE - EDUCATION	915	0	0	0
4110	POSTAGE	0	0	0	1,876
4120	TELEPHONE - CELL PHONE	0	0	0	360
4515	LIABILITY INSURANCE - AUTO	0	0	0	400
4620	MAINTENANCE - OPER EQPT.	4,721	3,656	4,909	5,009
4630	MAINTENANCE - COMM EQPT.	0	0	0	0
4710	PRINTING-INFRASTRUCTURE	0	0	0	3,335
4910	LEGAL ADS	0	4,000	2,000	3,587
5210	SUPPLIES	3,699	1,200	4,076	2,886
5410	MEMBERSHIPS & SUBSCRIPTIONS	1,564	1,300	1,287	1,252
	TOTAL OPERATING EXPENSES	58,093	73,931	61,011	86,537
6410	EQUIPMENT UNDER \$500	396	500	0	0
6420	OFFICE EQUIPMENT	0	0	0	0
	TOTAL CAPITAL OUTLAY	396	500	0	0
	TOTAL PLANNING & ZONING	403,824	449,888	407,216	429,198



PLANNING & ZONING DEPARTMENT BUDGET HIGHLIGHTS

2210 Pension Plan Contribution – Beginning FY 2011, all departments will be including within their respective budgets the City’s responsible expense of the Pension contribution.

2410 Worker’s Compensation – Beginning FY 2011, all departments will be including within their respective budgets the City’s responsible expense for Worker’s Compensation. The City will continue to have Worker’s Compensation with the Florida Municipal Insurance Trust.

3450 – Contract Services - Planning and Zoning Department will continue to obtain the services of Planning Consultant Sandy Youkilis. Mr. Youkilis handles preparation of cases and staff reports and making presentations to Planning Board, the Historic Preservation Board and the City Commission. Furthermore he reviews draft minutes generated by the Boards, meets with applicants and residents regarding proposed uses and changes to property. He drafts ordinances and resolutions related to amending the Land Development Code as well as the City Code and prepares Future Land Use Map amendments sponsored by the City for the Comprehensive Plan. Lastly, the Planning and Zoning Department is currently working with FIU on a proposal which assists in preparing the Evaluation and Appraisal Report of the Comprehensive Plan due September 1, 2012 in a form acceptable to the Florida Department of Community Affairs.

CONSULTANT	AMOUNT
Planning Consultant Sandy Youkilis	\$49,920
FIU – EAR Study	\$15,928
TOTAL	\$65,848

4110 Postage – Beginning FY 2011 all City departments will be allocated as part of their expenses, the use of postage for City business. Postage will continue to be managed by Central Services however; the amount of postage used will be monitored and charged to the appropriate department.

4120 Telephone Cell Phone – All City departments will be allocated their respective portable phone expense as part of their annual overall budget beginning FY 2011.

4910 Legal Ads – In anticipation of FY 2011 Citywide zoning changes, additional notices must be provided to the public as part of the overall process.

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).



CODE ENFORCEMENT OFFICE

001-1640-524

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 2010

- Conducted inspections and/or investigations, which were determined to be Code Violations
- Provided a number of lien searches, which includes researching property data and ownership, researching business licensing and ownership information, Code interpretation, identified appropriate corrective actions needed to resolve complaints.

CODE ENFORCEMENT OFFICE OBJECTIVES FOR FY 2011

- Further develop the implementation of a formal reporting system 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 develop and implement new enforcement approaches including the enforcement of parking lots and landscaping, the stop and knock policy, cease the certified mailings of courtesy notices, etc. – create a new more respected, professional face for enforcement in this community.
- Continue to improve officer's documentation, basic case management, and hearing presentations. Continue to improve the success rate on appeals.
- Continue to undertake the lien process in earnest. Further establish the newly developed and implemented case stipulation process designed to encourage voluntary compliance and thereby assist constituents to avoid the lien process.



CODE ENFORCEMENT OFFICE AUTHORIZED POSITIONS

POSITION/TITLE	FY 2008	FY 2009	FY 2010	FY 2011
Code Enforcement Manager	1	1	1	1
Senior Code Enforcement Off.	1	1	1	1
Code Enforcement Officers I/II	2	3	3	2
Total F/T	4	5	5	4
PART TIME				
Office Support	0	0	2	1
Total P/T	0	0	2	1
TOTAL STAFF	4	5	7	5

CODE ENFORCEMENT OFFICE ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2008	ACTUAL FY 2009	PROJECTED FY 2010	ESTIMATED FY 2011
NEW CASES	N/A	1,149	512	1,500
CLOSED CASES	N/A	941	600	1,000
SPECIAL MAGISTRATE HEARINGS	N/A	103	139	140
LIENS RECORDED/RELEASED	N/A	88	100	100
LIEN SEARCHES	N/A	0	300	360
CITIZEN COMPLAINTS	N/A	291	510	300



CODE ENFORCEMENT OFFICE BUDGET FY 2011

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	ADOPTED 2010-2011
1210	SALARIES - REGULAR	276,048	276,812	240,727	232,496
1310	SALARIES - PART TIME	0	0	7,580	15,308
1410	OVERTIME	90	0	0	0
2110	F.I.C.A.	20,904	21,176	9,311	18,957
2210	PENSION PLAN CONTRIBUTION	0	0	0	36,502
2310	GROUP HEALTH INSURANCE	23,287	23,728	8,836	21,995
2410	WORKER'S COMPENSATION	0	0	0	21,407
	TOTAL PERSONNEL	320,328	321,716	266,453	346,664
3111	CONTRACTUAL - SPECIAL MASTER	1,475	1,575	1,575	2,700
3450	CONTRACTUAL	4,730	4,200	11,988	20,000
4070	TRAVEL & CONFERENCE	0	0	1,200	1,000
4080	EMPLOYEE EDUCATION	732	750	1,500	0
4110	POSTAGE	0	0	0	7,000
4120	TELEPHONE - CELL PHONE	0	0	0	2,820
4515	LIABILITY INSURANCE-AUTO	0	0	0	1,000
4710	PRINTING - INFRASTRUCTURE	0	0	0	1,668
4920	OTHER CHARGES - LIENS	2,475	2,400	2,412	1,765
5210	SUPPLIES	3,076	4,300	1,957	3,635
5220	UNIFORMS	1,264	1,200	1,200	1,000
5230	FUEL	0	0	0	1,217
5410	MEMBERSHIPS & SUBSCRIPTIONS	120	120	345	345
	TOTAL OPERATING EXPENSES	13,872	14,545	22,177	44,150
6410	EQUIPMENT UNDER \$500 IN VALUE	562	0	2,188	0
6420	OFFICE EQUIPMENT	1,155	0	500	0
	TOTAL CAPITAL OUTLAY	1,717	0	2,688	0
	TOTAL CODE ENFORCEMENT	335,918	336,261	291,318	390,814



CODE ENFORCEMENT OFFICE BUDGET HIGHLIGHTS

2210 Pension Plan Contribution – Beginning FY 2011, all departments will be including within their respective budgets the City’s responsible expense of the Pension contribution.

2410 Worker’s Compensation – Beginning FY 2011, all departments will be including within their respective budgets the City’s responsible expense for Worker’s Compensation. The City will continue to have Worker’s Compensation with the Florida Municipal Insurance Trust.

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.

4110 Postage – Beginning FY 2011 all City departments will be allocated as part of their expenses, the use of postage for City business. Postage will continue to be managed by Central Services however; the amount of postage used will be monitored and charged to the appropriate department.

4120 Telephone Cell Phone – All City departments will be allocated their respective portable phone expense as part of their annual overall budget beginning FY 2011.

4515 Auto Liability Insurance – All Departments will be allocated their respective cost as it relates to Auto Insurance Liability. Code Compliance Division is currently responsible for three vehicles.

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).

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

5210 Supplies – This line item includes, besides office supply, two computer air cards, which allow code enforcement officers to research on their laptop in the field. This will increase the productivity of the department.

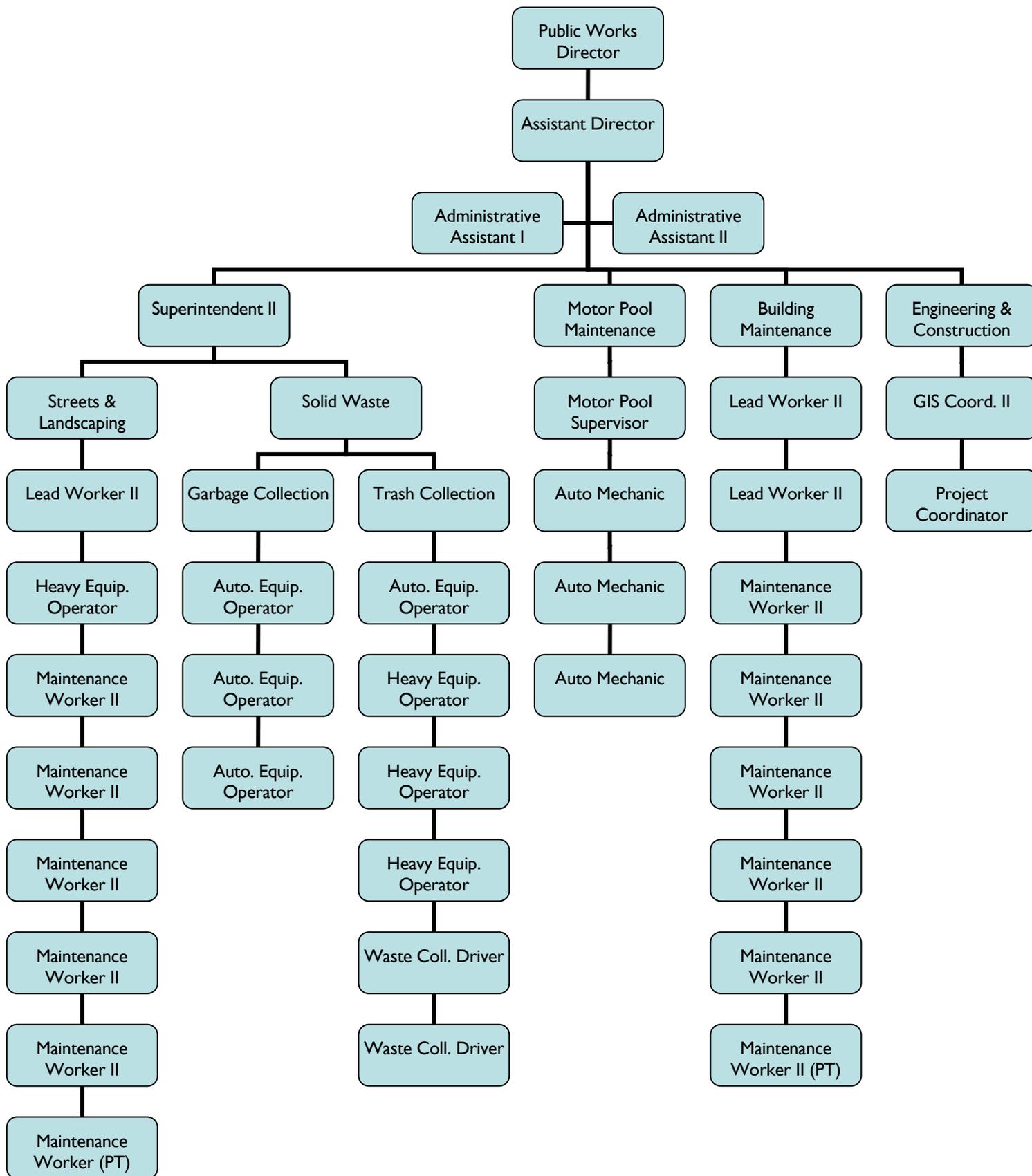
5230 Fuel and lubricants – All City departments are being allocated as part of their annual budget Fuel beginning in FY 11.



PUBLIC WORKS DEPARTMENT



PUBLIC WORKS ORGANIZATIONAL CHART





BUILDING MAINTENANCE DIVISION

001-1710-519

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 2010

- 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 2011

- 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
Building Maintenance				
Lead Worker	1	0	1	1
Lead Worker II	0	2	2	2
Maintenance Worker III	1	0	0	0
Maintenance Worker II	4	5	5	4
TOTAL F/T	6	7	8	7
Part Time				
Maint. Worker II	5	1	1	1
TOTAL P/T	5	1	1	1
TOTAL	11	8	9	8

BUILDING MAINTENANCE DIVISION ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2008	ACTUAL FY 2009	PROJECTED FY 2010	ESTIMATED FY 2011
Changing AC Filters	1056	591	621	620
Unscheduled Repairs and Work Requests	460	1236	1298	1300
Sweeping and Mopping of Floors [Sq. Ft.]	3953664	4145856	4353149	4300000
Vacuuming of Carpets [Sq. Ft.]	412536	1787656	1877039	1800000
Buffing of Floors [Sq. Ft.]	54612	45510	47786	47000
Cleaning of Bathrooms	6426	7659	8042	8000
Cleaning of Kitchen Counters and Sinks	2380	2546	2673	2700
Cleaning of Appliances	180	230	242	250
Cleaning of Water Fountains	1008	1032	1084	1100
Cleaning of Windows	108	212	223	230



BUILDING AND MAINTENANCE DIVISION DEBT SERVICE

F250, STEP VAN & TRASH TRUCK

RESOLUTION # 203-06-12344

\$105,080

Building Maintenance

001-1710-519

PAYMENT FY	PAYMENT DATE	PAYMENT AMOUNT	PRINCIPAL	INTEREST	BALANCE
FY 07	11/22/2006	22,910.00	21,016.00	1,894.00	84,064.00
FY 08	11/22/2007	22,910.00	21,016.00	1,894.00	63,048.00
FY 09	11/22/2008	22,910.00	21,016.00	1,894.00	42,032.00
FY 10	11/22/2009	22,910.00	21,016.00	1,894.00	21,016.00
FY 11	11/22/2010	22,910.00	21,016.00	1,894.00	0.00
	TOTAL	114,550.00	105,080.00	9,470.00	



BUILDING MAINTENANCE DIVISION BUDGET FY 2011

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	BUDGET 2009- 2010	ESTIMATE 2009-2010	ADOPTED 2010-2011
1210	SALARIES - REGULAR	333,867	249,834	249,834	223,395
1310	SALARIES - PART TIME	12,105	19,367	19,367	19,575
1410	OVERTIME	11,024	7,000	7,000	4,000
2110	F.I.C.A.	26,601	21,129	21,129	18,893
2210	PENSION PLAN CONTRIBUTION	0	0	0	35,701
2310	GROUP HEALTH INSURANCE	34,732	35,684	35,684	36,067
2410	WORKER'S COMPENSATION	0	0	0	12,497
	TOTAL PERSONNEL SERVICES	418,329	333,014	333,014	350,127
3450	CONTRACTUAL SERVICES	46,213	50,000	50,000	15,307
4070	TRAVEL AND CONFERENCE	218	250	250	250
4080	EMPLOYEE EDUCATION	693	600	600	0
4310	UTILITIES - ELECTRIC	123,617	128,340	128,340	120,000
4320	UTILITIES - WATER	26,077	28,175	28,175	30,000
4455	LEASE PURCHASE - TRUCKS	9,585	9,585	9,811	0
4620	MAINT & REPAIR - OPER EQUIP	238	250	250	250
4670	MAINT & REPAIR - GDS & STRUCT	68,432	75,000	86,491	75,000
4680	MAINT & REP - OUTSIDE SERVICES	0	0	0	0
5210	SUPPLIES	19,690	25,000	30,000	30,000
5220	UNIFORMS	2,876	3,250	3,873	3,250
	TOTAL OPERATING EXPENSES	297,639	320,450	337,790	274,057
6410	EQUIPMENT UNDER \$500 IN VALUE	1,782	500	500	0
6430	OPERATING EQUIPMENT	27,526	10,045	10,045	0
	TOTAL CAPITAL OUTLAY	29,308	10,545	10,545	0
7110	DEBT- PRINCIPAL	0	0	0	21,016
7210	DEBT- INTEREST	0	0	0	1,894
	TOTAL DEBT SERVICE	0	0	0	22,910
	TOTAL BUILDING MAINTENANCE	745,276	664,009	681,349	647,094



BUILDING MAINTENANCE DIVISION BUDGET HIGHLIGHTS

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

2210 Pension Plan Contribution – Beginning FY 2011, all departments will be including within their respective budgets the City’s responsible expense of the Pension Plan contribution.

2410 Worker’s Compensation – Beginning FY 2011, all departments will be including within their respective budgets the City’s responsible expense for Worker’s Compensation. The City will continue to have Worker’s Compensation with the Florida Municipal Insurance Trust.

3450 Contractual Services – This account includes items under service contracts like burglar alarm monitoring, elevator maintenance, exterminator services and fire alarm, certifications, monitoring and service contract.

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.

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. The budget amount was increased by \$5,000 to provide for the increase in City functions and services as well as increased amount of recycling and waste containers.

6430 Operating Equipment – Purchase of one Stealth 20” Automatic Scrubber and one Crewman 2000 Electric Burnisher, both floor machines will aid the building maintenance division keep up with the needs of the City’s facilities and reduce the amount of time spent on the cleanup of vinyl and ceramic tile floors.



SOLID WASTE DIVISION

001-1720-534

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 2010

Implemented new yard waste recycling to increase the City’s recycling efforts and reduce cost of dumping at the landfills.

SOLID WASTE DIVISION OBJECTIVES FOR FY 2011

- Continue to provide a high level of service to the city residents.
- Improve trash hole filling program.
- Reduce cost of operation and dumping fees.
- Increase recycling by installing new recycling containers in the Downtown areas.

SOLID WASTE DIVISION AUTHORIZED POSITIONS

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



SOLID WASTE DIVISION ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2008	ACTUAL FY 2009	PROJECTED FY 2010	ESTIMATED FY 2011
Garbage [tons]	3356	2990	2600	2600
Trash [tons]	6651	6080	6384	6400
Excess Trash Pickup	152	113	119	120
Filling of Trash Holes	191	441	463	460
Pickup of Litter Cans	15450	17048	17900	18000
Installation and Removal of Banners	188	410	431	430

SOLID WASTE DIVISION DEBT SERVICE

F250, STEP VAN & TRASH TRUCK FY 2007

RESOLUTION # 203-06-12344

Solid Waste

001-1720-534

PAYMENT FY	PAYMENT DATE	PAYMENT AMOUNT	PRINCIPAL	INTEREST	BALANCE
FY 07	11/22/2006	9,819.00	9,007.00	812.00	36,028.00
FY 08	11/22/2007	9,819.00	9,007.00	812.00	27,021.00
FY 09	11/22/2008	9,819.00	9,007.00	812.00	18,014.00
FY 10	11/22/2009	9,819.00	9,007.00	812.00	9,007.00
FY 11	11/22/2010	9,819.00	9,007.00	812.00	0.00
	TOTAL	49,095.00	45,035.00	4,060.00	



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

PAYMENT FY	PAYMENT DATE	PAYMENT 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

PAYMENT FY	PAYMENT DATE	PAYMENT 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

PAYMENT FY	PAYMENT DATE	PAYMENT 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 2011

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	ADOPTED 2010-2011
1210	SALARIES - REGULAR	446,886	426,677	426,677	400,489
1310	PART-TIME	0	0	0	0
1410	OVERTIME	9,433	10,000	10,000	7,000
2110	F.I.C.A.	34,584	33,406	33,406	30,637
2210	PENSION PLAN CONTRIBUTION	0	0	0	62,877
2310	GROUP HEALTH INSURANCE	44,615	47,112	47,112	52,780
2410	WORKER'S COMPENSATION	0	0	0	56,749
	TOTAL PERSONNEL SERVICES	535,518	517,195	517,195	610,532
3470	INTERLOCAL AGREEMENT-RECYCLING	92,700	93,000	93,000	85,100
4080	EMPLOYEE EDUCATION	198	500	500	0
4340	REFUSE DISPOSAL FEE	606,006	620,000	620,000	409,100
4341	REFUSE DISPOSAL FEE - RECYCLING	0	0	0	146,000
4455	LEASE PURCHASE - TRUCKS	189,842	155,000	155,000	0
5210	SUPPLIES	2,183	3,000	3,000	9,000
5220	UNIFORMS	3,551	5,000	4,150	4,000
	TOTAL OPERATING EXPENSES	894,480	876,500	875,650	653,200
6410	EQUIPMENT LESS THAN \$500 IN VALUE	0	0	0	0
6430	OPERATING EQUIPMENT	6,809	0	0	0
6450	CAPITAL LEASE	441,305	10,000	10,000	0
	TOTAL CAPITAL OUTLAY	448,114	10,000	10,000	0
7110	DEBT- PRINCIPAL	0	0	0	79,937
7210	DEBT- INTEREST	0	0	0	9,636
	TOTAL DEBT SERVICE	0	0	0	89,573
	TOTAL SOLID WASTE	1,878,112	1,403,695	1,402,845	1,353,305



SOLID WASTE DIVISION BUDGET HIGHLIGHTS

1210 Salaries – Due to the retirement of the Solid Waste Superintendent and in consideration of the budget, the Supervision of the Solid Waste Division will be under the responsibilities of the present Superintendent of Maintenance along with the Streets Maintenance Division. The Supervision of Parks Maintenance, presently under the direct Supervision of the Maintenance Superintendent will fall under the responsibilities of the existing Landscape Supervisor. This adjustment will allow a lateral move, and the removal of a high salary from the budget and replacing it with a low salary by introducing a waste collector driver position which is a field production position. This adjustment will result in a budget savings of approximately \$31,837 annually.

1410 Overtime – Overtime is used in this division 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 ways which must be installed in the early morning hours due to traffic and safety measures, and for events which require for the employees to work on weekends.

2210 Pension Plan Contribution – Beginning FY 2011, all departments will be including within their respective budgets the City's responsible expense of the Pension contribution.

2410 Worker's Compensation – Beginning FY 2011, all departments will be including within their respective budgets the City's responsible expense for Worker's Compensation. The City will continue to have Worker's Compensation with the Florida Municipal Insurance Trust.

5210 Supplies – This account includes expenses previously charged to account 6430. In addition to regular supplies listed on the budget worksheets, this line item includes the purchase of recycling containers to continue the City's recycling efforts.

7110 Debt Service Principal – This expense is to account for all expenses related to the principal payment of debt.

7210 Debt Service Interest - This expense is to account for all expenses related to the interest payment of debt.



STREETS AND LANDSCAPING DIVISION

001-1730-541

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 2010

- On October 1, 2010, the Public Works Department took over the street sweeping services previously provided by outside contractor, as a result the department has increased the amount of miles swept and will realize substantial cost savings.
- Completed Phase I of proposed installation of 25 MPH speed signs at the City's entry points. 55 signs were installed.
- Performed schedule gum removal and pressure cleaning of sidewalks in downtown South Miami.
- Completed debris removal throughout the City's canals.
- Completed inspection of the City's Storm Water System as required by NPDES Storm Water Permit. Completed the cleaning of storm water drains and pipes as a result of inspections.
- Certified four employees as Storm Water Operators level 2.
- Installed of holiday tree lighting and decorations Downtown South Miami.
- Completed the planting of 194 Florida native trees throughout the City, the trees were provided as part of a Miami Dade County Community Image Advisory Board Grant.
- Completed inspection and repair of metal tree grates in downtown South Miami and on Sunset Drive west of US-1.
- Completed the transformation of empty lot located at the corner of the South Miami Metrorail Station into Paciensia Park, this was a joint effort of the South Miami Public Works Department and the Miami Dade County Community Image Advisory Board.
- Grinded sidewalks throughout the city to remove trip hazards and avoid more costly sidewalk repairs.
- Installed new guardrail on SW 61 Ct.



STREETS AND LANDSCAPING DIVISION OBJECTIVES FOR FY 2011

- 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.
- Continue to implement the City’s tree planting initiatives

STREETS AND LANDSCAPING DIVISION AUTHORIZED POSITIONS

POSITION/TITLE	FY 2008	FY 2009	FY 2010	FY 2011
Streets Landscaping				
Lead Worker	1	0	0	0
Lead Worker II	0	1	1	1
Maintenance Worker III	1	1	1	1
Maintenance Worker II	5	6	6	5
TOTAL F/T	7	8	8	7
Part Time				
Maint. Worker I Summer	2	1	1	1
TOTAL P/T	2	1	1	1
TOTAL	9	9	9	8



STREETS AND LANDSCAPING DIVISION ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2008	ACTUAL FY 2009	PROJECTED FY 2010	ESTIMATED FY 2011
Mowing of Street's Medians	1204	763	801	800
Mowing of City Buildings' Sites	84	67	70	70
Litter Pickup on City's ROWs	1063	843	885	900
Sweeping of Streets [miles]	4032	2634	2766	2800
Pressure-Cleaning of Sidewalks	54	57	60	63
Inspections of Storm Drains	684	730	767	800
Cleaning of Drainage Pipes [feet]	897	1892	1987	2000
Cleaning of Storm Drains	62	254	267	270
Citywide Inspections of Street Lights,	12	17	18	20
Removal of Graffiti	304	264	277	300
Trimming of Street Trees	226	590	620	650
Installation and Repair of Street Signs, Citywide	52	64	67	70
Repair of Potholes, Citywide	48	69	72	75
Painting of Curbs [blocks]	32	12	13	14

STREETS AND LANDSCAPING DIVISION DEBIT SERVICE

WATER TRUCK FY 2007
ORDINANCE # 30-07-1931
\$102,468

Street Maintenance

001-1730-534

PAYMENT FY	PAYMENT DATE	PAYMENT 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
001-1730-541
\$26,695.00

PAYMENT FY	PAYMENT DATE	PAYMENT 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 AND LANDSCAPING DIVISION BUDGET FY 2011

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	ADOPTED 2010-2011
1210	SALARIES - REGULAR	303,308	305,946	288,563	243,595
1310	SALARIES - PART TIME	4,417	32,260	32,260	18,270
1410	OVERTIME	10,167	13,000	13,000	7,000
2110	F.I.C.A.	23,770	26,867	26,867	20,568
2210	PENSION PLAN CONTRIBUTION	0	0	0	39,343
2310	GROUP HEALTH INSURANCE	40,394	41,840	41,840	37,767
2410	WORKER'S COMPENSATION	0	0	0	26,026
	TOTAL PERSONNEL SERVICES	382,056	419,913	402,530	392,570
3450	CONTRACT SERV	109,274	84,000	70,000	47,268
4070	TRAVEL AND CONFERENCE	195	450	450	450
4080	EMPLOYEE EDUCATION	990	1,000	1,000	0
4455	LEASE PURCHASE-TRUCKS	22,194	22,100	22,095	0
4625	LANDSCAPE MAINTENANCE	25,309	38,000	40,729	27,000
4640	MAINT & REP. STREETS & PARKWYS	15,708	17,300	20,613	20,000
4650	ELECTRICITY	98,998	110,000	110,000	110,000
4670	MAINT. & REP-GDS & STRUCTR	2,986	4,000	4,000	4,000
5210	SUPPLIES	2,192	3,500	3,644	3,500
5220	UNIFORMS	3,012	3,600	4,107	3,600
5245	TOOLS	485	500	500	2,641
	TOTAL OPERATING EXPENSES	281,343	284,450	277,138	218,459
6410	EQUIPMENT-UNDER \$500 IN VALUE	360	500	2,486	0
6430	OPERATING EQUIPMENT	18,754	5,914	3,928	0
	TOTAL CAPITAL OUTLAY	19,114	6,414	6,414	0
7110	DEBT- PRINCIPAL	0	0	0	25,585
7210	DEBT- INTEREST	0	0	0	2,323
	TOTAL DEBT SERVICE	0	0	0	27,908
	TOTAL STREET MAINTENANCE	682,513	710,777	686,082	638,937



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 week end.

2210 Pension Plan Contribution – Beginning FY 2011, all departments will be including within their respective budgets the City's responsible expense of the Pension contribution.

2410 Worker's Compensation – Beginning FY 2011, all departments will be including within their respective budgets the City's responsible expense for Worker's Compensation. The City will continue to have Worker's Compensation with the Florida Municipal Insurance Trust.

3450 Contract Services – This item includes landscaping maintenance services for the City's medians and traffic circles, in addition the amount of \$10,000 has been budgeted to continue the City's tree planting initiative.

4650 – Electricity – Funds for citywide street lighting

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.

7110 Debt Service Principal – This expense is to account for all expenses related to the principal payment of debt.

7210 Debt Service Interest - This expense is to account for all expenses related to the interest payment of debt.



EQUIPMENT MAINTENANCE (MOTOR POOL) DIVISION

001-1760-519

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 2010

- Public Works Department took delivery of new Schwarze A4000 Regenerative Air Power Sweeper with reduced carbon emission diesel engines.
- Completed Motor Pool improvements at the Public works yard, which included the installation of new roof, installation of new emergency exit stairs, interior painting of employee's assembly room and motor pool office, and installation of ceramic tile floors and installation of new shop exhaust fan.

EQUIPMENT MAINTENANCE (MOTOR POOL) DIVISION OBJECTIVES FOR FY 2011

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



EQUIPMENT MAINTENANCE (MOTOR POOL) DIVISION AUTHORIZED POSITIONS

POSITION/TITLE	FY 2008	FY 2009	FY 2010	FY 2011
Vehicle Maintenance				
Motor Pool Supervisor	1	1	1	1
Auto Mechanic	3	3	3	3
TOTAL F/T	4	4	4	4

EQUIPMENT MAINTENANCE (MOTOR POOL) DIVISION ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2008	ACTUAL FY 2009	ESTIMATED FY 2010	PROJECTED FY 2011
Motor Pool Scheduled Service	185	254	267	270
Motor Pool Non-Scheduled Service	510	423	444	440
Motor Pool Road Call / Emergency Serv	45	69	72	70
Motor Pool Warranty Service	15	21	22	23
Motor Pool Accident Service	10	12	13	13



EQUIPMENT MAINTENANCE (MOTOR POOL) DIVISION DEBT SERVICE

F250

ORDINANCE # 30-07-1931

\$32,782

Equipment Maintenance

001-1760-534

PAYMENT FY	PAYMENT DATE	PAYMENT 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 (MOTOR POOL) DIVISION BUDGET FY 2011

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	ADOPTED 2010-2011
1210	SALARIES - REGULAR	190,439	191,995	196,048	190,787
1310	SALARIES - PART TIME	0	0	0	0
1410	OVERTIME	3,894	5,000	5,000	3,500
2110	F.I.C.A.	14,484	15,070	15,575	14,595
2210	PENSION PLAN CONTRIBUTION	0	0	0	29,954
2310	GROUP HEALTH INSURANCE	16,992	17,505	15,923	21,864
2410	WORKER'S COMPENSATION	0	0	0	7,651
	TOTAL PERSONNEL SERVICES	225,808	229,570	232,546	268,350
3450	CONTRACTUAL SERVICES	38,600	20,000	47,850	0
4070	TRAVEL AND CONFERENCE	0	250	250	250
4080	EDUCATION	807	600	600	0
4455	LEASE PURCHASE - TRUCKS	12,881	12,848	12,881	0
4515	LIABILITY INSURANCE-AUTO	0	0	0	31,000
4620	MAINT & REP-OPERAT EQUIP	304	500	500	500
4680	MAINT & REP-OUTSIDE SER.	72,375	80,000	80,000	70,000
5220	UNIFORMS	6,344	5,000	5,315	5,000
5230	FUEL & LUB.	222,936	220,000	295,000	103,196
5240	PARTS	57,058	58,000	61,024	61,000
5245	OPERATING TOOL	399	1,000	1,000	900
5250	TIRES	22,410	30,000	30,000	30,000
5260	CHEMICALS / SUPPLIES	9,321	10,000	9,000	9,000
	TOTAL OPERATING EXPENSES	443,435	438,198	543,420	310,846
6410	EQUIPMENT UNDER \$500 IN VALUE	439	500	500	0
6430	EQUIPMENT - OPERATING	5,508	4,000	4,000	0
	TOTAL CAPITAL OUTLAY	5,947	4,500	4,500	0
7110	DEBT - PRINCIPAL	0	0	0	6,547
7210	DEBT - INTEREST	0	0	0	522
	TOTAL DEBT SERVICE	0	0	0	7,069
	TOTAL EQUIPMENT MAINTENANCE	675,190	672,268	780,466	586,265



EQUIPMENT MAINTENANCE (MOTOR POOL) DIVISION BUDGET HIGHLIGHTS

2210 Pension Plan Contribution – Beginning FY 2011, all departments will be including within their respective budgets the City’s responsible expense of the Pension contribution.

2410 Worker’s Compensation – Beginning FY 2011, all departments will be including within their respective budgets the City’s responsible expense for Worker’s Compensation. The City will continue to have Worker’s Compensation with the Florida Municipal Insurance Trust.

5245 Operating Tool –These funds are for the purchase of hand tools for the repair and maintenance of City vehicles and a Delta 16.5 Laser Drill Press; the existing drill press at Motor Pool is over 30 years old and not operating properly. Replacement of this equipment is essential in the completion of various jobs for the City’s vehicle fleet; replacement of this equipment will also increase productivity, reduce down time and improve safety.

5230 Fuel and lubricants – All City departments are being allocated as part of their annual budget Fuel beginning in FY 11.

7110 Debt Service Principal – This expense is to account for all expenses related to the principal payment of debt.

7210 Debt Service Interest - This expense is to account for all expenses related to the interest payment of debt.



PUBLIC WORKS OFFICE OF THE DIRECTOR

001-1770-519

The Public Works and Engineering Department is organized into office administration staff, management personnel and six divisions: (1) Solid Waste; (2) Parks Landscaping; (3) Streets and Landscaping; (4) Building Maintenance; (5) Equipment Maintenance (Motor Pool); and (6) 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.

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 2010

- 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 2011

- 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.
- 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 THE DIRECTOR AUTHORIZED POSITIONS

POSITION/TITLE	FY 2008	FY 2009	FY 2010	FY 2011
Office Staff				
Public Works Director	1	1	1	1
Department Head Secretary	1	0	0	0
Administrative Assistant I	0	1	1	1
Administrative Assistant II	1	1	1	1
Assistant Public Works Director	0	1	1	1
TOTAL F/T	3	4	4	4



PUBLIC WORKS OFFICE OF THE DIRECTOR BUDGET FY 2011

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	ADOPTED 2010-2011
1210	SALARIES - REGULAR	177,131	297,810	268,580	280,377
2110	F.I.C.A.	13,364	22,782	20,858	21,449
2210	PENSION PLAN CONTRIBUTION	0	0	0	44,019
2310	GROUP HEALTH INSURANCE	12,033	19,040	19,040	22,262
2410	WORKER'S COMPENSATION	0	0	0	1,037
	TOTAL PERSONNEL SERVICES	202,528	339,632	308,478	369,144
4070	TRAVEL & CONFERENCES	0	500	500	500
4080	EMPLOYEE EDUCATION	0	300	300	0
4110	POSTAGE	0	0	0	125
4120	TELEPHONE - CELL PHONES	0	0	0	5,280
4540	BOILER & MACHINERY INSURANCE	0	0	0	2,000
4710	PRINTING - INFRASTRUCTURE	0	0	0	6,670
5210	SUPPLIES	1,557	1,600	1,600	1,300
5270	PERMITS	720	750	875	900
5410	MEMBERSHIPS & SUBSCRIPTIONS	197	500	500	500
	TOTAL OPERATING EXPENSES	2,474	3,650	3,775	17,275
6410	EQUIPMENT-UNDER \$500 IN VALUE	0	500	500	0
6420	OFFICE EQUIPMENT	186	350	350	0
	TOTAL CAPITAL OUTLAY	186	850	850	0
	TOTAL OFFICE OF THE DIRECTOR	205,187	344,132	313,103	386,419



PUBLIC WORKS OFFICE OF THE DIRECTOR BUDGET HIGHLIGHTS

2210 Pension Plan Contribution – Beginning FY 2011, all departments will be including within their respective budgets the City’s responsible expense of the Pension contribution.

2410 Worker’s Compensation – Beginning FY 2011, all departments will be including within their respective budgets the City’s responsible expense for Worker’s Compensation. The City will continue to have Worker’s Compensation with the Florida Municipal Insurance Trust.

4110 Postage – Beginning FY 2011 all City departments will be allocated as part of their expenses, the use of postage for City business.

4120 Telephone - Cell Phone – All City departments will be allocated their respective portable phone expense as part of their annual overall budget beginning FY 2011.

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.

5210 Supplies - This account includes expenses previously charged to accounts 6410 and 6420



ENGINEERING AND CONSTRUCTION DIVISION

001-1790-519

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 10

- Managed 9 CIP projects, completed 5 with construction cost totaling \$3,900,000.
- 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 SW 66 Street Improvements Phase I.
- Completed Sunset Drive Improvements Phases I, II, III and IV.
- Citywide Drainage Improvements Phases IV and V.
- Issued 50 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 2011

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 AND CONSTRUCTION DIVISION AUTHORIZED POSITIONS

POSITION/TITLE	FY 2008	FY 2009	FY 2010	FY 2011
Engineering & Construction				
GIS Coordinator II	1	1	1	1
Engineering Operations Mgr.	1	1	0	0
Project Coordinator	0	0	1	1
TOTAL F/T	2	2	2	2
Part Time				
Engineering Operations Mgr.	0	0	1	0
Project Coordinator	0	1	0	0
TOTAL P/T	0	1	1	0
TOTAL	2	3	3	2

ENGINEERING AND CONSTRUCTION DIVISION ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2008	ACTUAL FY 2009	PROJECTED FY 2010	ESTIMATED FY 2011
Management of Construction Projects	6	9	9	9



ENGINEERING AND CONSTRUCTION DIVISION BUDGET FY 2011

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	ADOPTED 2010-2011
1210	SALARIES & WAGES - REGULAR	112,054	113,662	109,941	110,554
1310	SALARIES & WAGES - PART TIME	12,293	37,598	88	0
1410	OVERTIME	0	0	0	0
2110	F.I.C.A.	9,391	11,571	8,579	8,457
2210	PENSION PLAN CONTRIBUTION	0	0	0	17,357
2230	COMPENSATED ABSENCES	0	0	0	0
2310	GROUP HEALTH INSURANCE	6,512	9,568	9,568	11,079
2410	WORKER'S COMPENSATION	0	0	0	409
	TOTAL PERSONNEL SERVICES	140,249	172,399	128,176	147,857
3100	PROFESSIONAL SERVICES	10,001	50,000	53,383	8,900
3450	CONTRACTUAL SERVICES	2,898	25,000	25,000	0
4070	TRAVEL & CONFERENCE	110	750	750	500
4080	EMPLOYEE - EDUCATION	1,000	750	750	0
5210	SUPPLIES	2,402	2,500	2,500	3,000
5410	MEMBERSHIPS & SUBSCRIPTIONS	915	1,000	1,000	500
	TOTAL OPERATING EXPENSES	17,326	80,000	83,383	12,900
6410	EQUIPMENT-UNDER \$500 IN VALUE	350	500	500	0
6420	OFFICE EQUIPMENT	0	1,000	1,000	1,000
6430	OPERATING EQUIPMENT	0	0	0	0
6440	CAPITAL IMPROVEMENTS	89,367	157,000	157,000	48,100
	TOTAL CAPITAL OUTLAY	89,717	158,500	158,500	49,100
	TOTAL ENGINEERING & CONSTRUCTION	247,292	410,899	370,059	209,857



ENGINEERING AND CONSTRUCTION DIVISION BUDGET HIGHLIGHTS

2210 Pension Plan Contribution – Beginning FY 2011, all departments will be including within their respective budgets the City’s responsible expense of the Pension contribution.

2410 Worker’s Compensation – Beginning FY 2011, all departments will be including within their respective budgets the City’s responsible expense for Worker’s Compensation. The City will continue to have Worker’s Compensation with the Florida Municipal Insurance Trust.

3100 Professional Services –Connection to existing sewer system will comply with DEP regulations and save on the regular cost of septic tank pump outs.

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

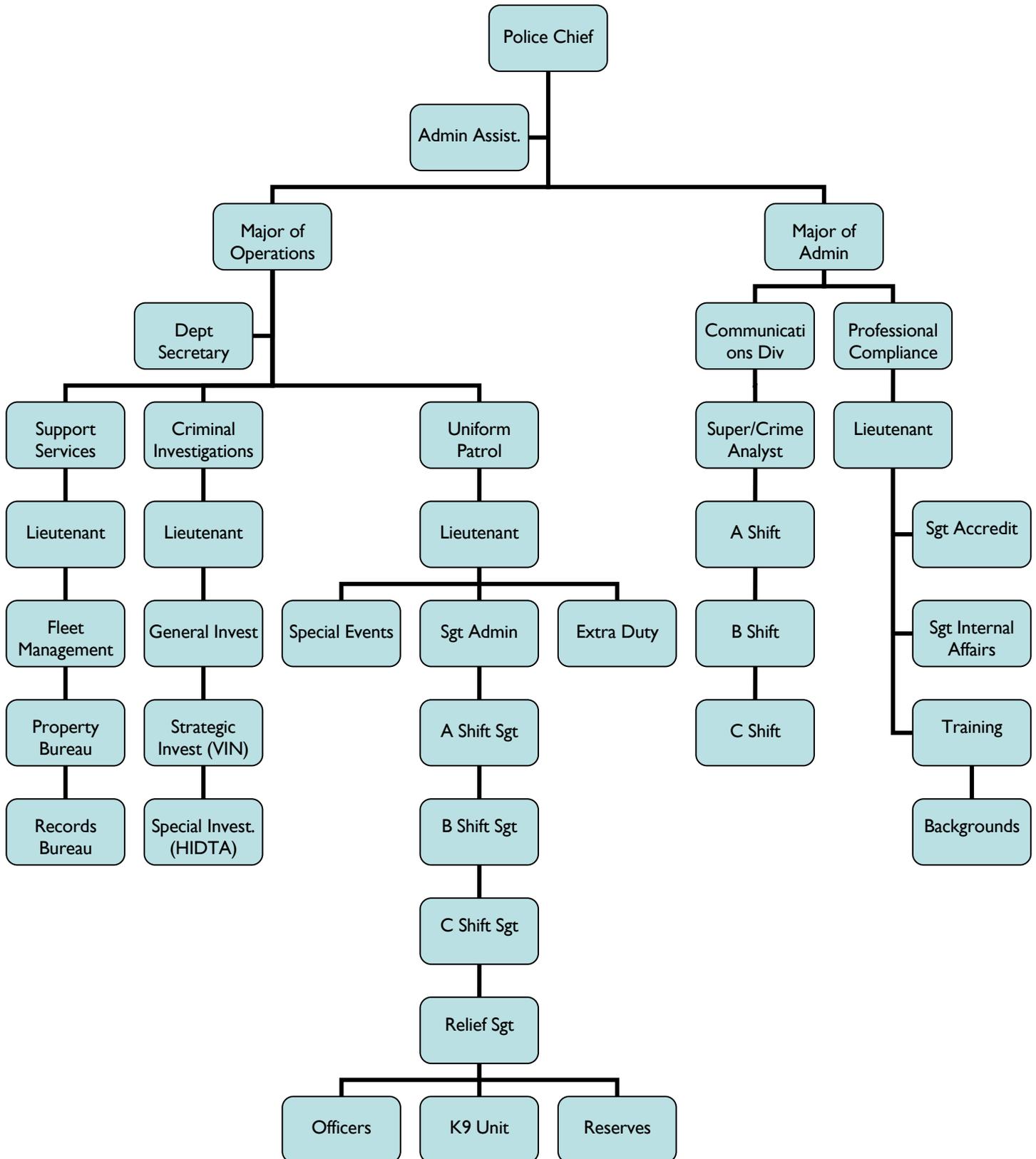
CONSTRUCTION PROJECT	AMOUNT
CITY HALL SEWER PROJECT	\$28,100
DISON PARK IMPROVEMENT	\$20,000
TOTAL	\$48,100



POLICE DEPARTMENT



POLICE DEPARTMENT ORGANIZATIONAL CHART





POLICE DEPARTMENT

001-1910-521

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 2010

- Community Traffic Safety Team's monthly meetings.
- Two officers & one civilian supervisor– Finalists for Prestigious County-Wide LEO Awards.
- Administered Sergeants test- three officers placed on eligibility list
- Graffiti Task Force
- Attended Emergency Management Meetings
- Installation of surveillance cameras
- Department received Child Abduction Recovery Team -"CERT" Certification
- Crime Prevention Unit meetings & events with community organizations and Weed & Seed Program
- Command Staff on call 24/7
- MADD Awards and DARE Graduation for 250 kids
- CIS initiated training with MDPD Homicide and Crime Scene Unit
- Security access to Red Road Commons
- Community Relations Board Liaison
- CERT training for CRB

POLICE DEPARTMENT OBJECTIVES FOR FY 2011

- Provide an efficient and effective response to calls for service.
- Attempt to minimize officer and subject injuries during confrontations and limit liability through enhanced training and providing officers with the latest tools.
- Improve the efficiency and response of the investigative unit to close cases and continue to be pro-active in narcotics and specialized investigations.
- Quickly and efficiently respond to all citizen complaints. Further develop a traffic log, which records all traffic complaints and all enforcement activity.
- 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.



- Provide a vehicle fleet that effectively serves the community, maintains a professional image, is cost effective and is safe for the officers and other motorists.
- The department limits overtime expenditures whenever possible and endeavors to operate within its budget.

POLICE DEPARTMENT AUTHORIZED POSITIONS

POSITION/TITLE	FY 2008	FY 2009	FY 2010	FY 2011
SWORN				
Chief of Police	1	1	1	1
Major	2	1	1	2
Captain	3	3	3	0
Lieutenant	3	3	3	4
Sergeant	4	4	4	7
Officer/Detectives	36	37	37	35
TOTAL SWORN	49	49	49	49
CIVILIAN EMPLOYEE				
Department Head Secretary	1	1	1	1
Administrative Assistant	1	1	1	1
Computer Crime Analyst	1	1	1	1
Communications Officers	5	5	5	6
Total F/T	8	8	8	9
PART TIME				
Public Service Aid				1
Total P/T	0	0	0	1
TOTAL STAFF	57	57	57	59

* The sworn officers list above includes two officers, which are funded by the South Miami Community Redevelopment Agency (SMCRA) and are listed within the SMCRA's Budget.



POLICE DEPARTMENT ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2008	ACTUAL FY 2009	PROJECTED FY 2010	ESTIMATED FY 2011
Administrative:				
Applicants processed for Employment	19	15	18	20
* Internal Investigations Conducted	15	14	16	10
* Employee Training Hours	2,485	3,336	3,349	4,000
* Vehicles Purchased	0	4	10	8
* Property & Evidence Handled	490	865	450	500
Communications:				
Total Calls for Service	10,694	11,156	11,738	11,196
Incoming & Outgoing Telephone Calls	7,935	8,008	7,971	8,100
Walk In's to Police Lobby	not tracked	3,299	4,798	4,048
Crime Analysis:				
Total Violent Crimes	101	106	97	101
Total Non-Violent Crimes	765	883	824	835
Total Crime Offenses	867	989	928	939
Patrol:				
Total Arrests	1,684	1,976	1,830	1,896
Citations - Moving Violations	7,214	6,875	7,044	7,432
Non-Moving & Parking	3,918	5,240	4,579	5,242
Written Reports	4,745	4,932	4,838	4,849
Assigned Calls	15,603	16,379	15,991	16,337
Criminal Investigations Division:				
Total Cases Assigned	436	393	358	395
Total Cases Cleared	306	261	228	265
Total Arrests	142	194	137	157
Crime Scenes Processed	50	77	43	56
Total Reports Written	679	957	1,438	1,024
*Signifies Calendar Year Reporting				



POLICE DEBT SCHEDULE

6 POLICE VEHICLE LEASES

RESOLUTION # 207-06-123-48

\$144,300.00

PAYMENT FY	PAYMENT DATE	PAYMENT AMOUNT	PRINCIPAL	INTEREST	BALANCE
FY 07	11/22/2006	31,460.61	31,460.61	0.00	112,839.39
FY 08	11/22/2007	31,460.61	26,371.57	5,089.04	86,467.82
FY 09	11/22/2008	31,460.61	27,560.92	3,899.69	58,906.90
FY 10	11/22/2009	31,460.61	28,803.92	2,656.69	30,102.98
FY 11	11/22/2010	31,460.61	30,102.98	1,357.64	0.00
TOTAL		157,303.05	144,300.00	13,003.06	

4 CROWN VICTORIA VEHICLE LEASES

ORDINANCE # 54-08-1989

\$97,169.17

PAYMENT FY	PAYMENT DATE	PAYMENT 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

PAYMENT FY	PAYMENT DATE	PAYMENT 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	



POLICE DEPARTMENT BUDGET FY 2011

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	ADOPTED 2010-2011
1210	SALARIES - REGULAR	3,350,553	3,389,023	3,399,485	3,467,154
1310	SALARIES - PART TIME	0	0	0	18,453
1410	OVERTIME	194,315	160,000	200,000	150,000
1510	SPECIAL PAY-EDUCATION INCEN.	21,863	22,044	22,044	23,670
1520	EXTRA DUTY PAY	0	0	0	0
1530	HAZARD PAY	47,748	50,112	50,112	52,200
2110	F.I.C.A.	281,114	277,020	277,020	283,928
2210	PENSION CITY CONTRIBUTION	0	0	0	612,394
2230	COMPENSATED ABSENCES	-15,273	0	0	0
2310	GROUP HEALTH INSURANCE	243,285	262,360	276,897	314,846
2410	WORKER'S COMPENSATION	0	0	0	126,182
	TOTAL PERSONNEL SERVICES	4,123,605	4,160,559	4,225,557	5,048,827
3116	ANNUAL PHYSICALS	14,955	11,800	13,865	14,750
3450	CONTRACTUAL SERVICES	14,282	19,000	20,000	15,270
3452	RED LIGHT CAMERA AGREEMENT	0	0	0	570,000
3456	CONTRACTUAL SCHOOL CROSSING	0	0	0	70,000
3490	CRIME PREVENTION PROGRAMS	2,639	6,237	6,030	5,000
4070	TRAVEL & CONFERENCE	1,700	1,500	3,390	0
4080	TRAINING & EDUCATION	11,471	4,000	4,000	0
4110	POSTAGE	0	0	0	1,357
4120	TELEPHONE - CELL PHONES				10,800
4425	LEASE PURCHASE PD 800 MHZ	0	0	0	40,000
4450	LEASE PURCHASE-POLICE VEHICLE	138,748	141,270	116,053	10,200
4515	LIABILITY INSURANCE-AUTO	0	0	0	26,000
4591	POLICE ACC. DTH & DIS. INSURANCE	0	0	0	2,000
4620	MAINT & REPAIR EQUIPMENT	20,669	22,500	25,309	10,800
4630	MAINT & REPAIR COMM. EQMT	35,080	38,100	54,273	74,769
4710	PRINTING- INFRASTRUCTURE	0	0	0	10,005
4960	SPECIAL INVESTIGATIONS	2,000	4,000	2,000	2,500
4970	EMPLOYEE TESTING	10,147	11,750	11,339	7,755
5210	SUPPLIES	25,941	25,666	17,131	17,655
5220	UNIFORMS	52,482	62,500	68,805	52,200
5230	FUEL	0	0	0	117,393
5410	MEMBERSHIPS & SUBSCRIPTIONS	7,615	6,500	8,274	1,853
5940	PRISONER DETENTION	0	100	100	100
	TOTAL OPERATING EXPENSES	337,728	354,923	350,568	1,060,407



ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	ADOPTED 2010-2011
6410	EQUIPMENT UNDER \$500 IN VALUE	477	500	600	0
6420	EQUIPMENT-OFFICE	8,790	240	10,240	0
6430	EQUIPMENT-OPERATING	52,140	28,153	53,652	0
6440	VEHICLES	0	0	0	193,668
6450	CAPITAL OUTLAY-CAPITAL LEASE	97,188			
	TOTAL CAPITAL OUTLAY	158,595	28,893	64,492	193,668
7110	DEBT SERVICE- PRINCIPAL	0	0	0	124,306
7210	DEBT SERVICE- INTEREST	0	0	0	14,855
	TOTAL DEBT SERVICE	0	0	0	139,162
	TOTAL POLICE DEPARTMENT	4,619,929	4,544,375	4,640,618	6,442,063



POLICE DEPARTMENT BUDGET HIGHLIGHTS

2210 Pension Plan Contribution – Beginning FY 2011, all departments will be including within their respective budgets the City’s responsible expense of the Pension contribution.

2410 Worker’s Compensation – Beginning FY 2011, all departments will be including within their respective budgets the City’s responsible expense for Worker’s Compensation. The City will continue to have Worker’s Compensation with the Florida Municipal Insurance Trust.

3450 – Contract Services – This item includes multiple agreements, which include carwashes for the police vehicles, Boarding for the K9s, narcotics disposal, etc.

3452 – Red Light Cameras – This is a new item, which includes the installation, maintenance, and operation of the cameras to be installed at 5 intersections along US1 monitoring the North and South Bound traffic. It is expected that the revenues generated by the increase in numbers of citations will offset the expense of this item. Below is a breakdown of the line item:

Cost Per Camera per Month	\$4,750
Estimated No. of Cameras (2 per intersection)	<u>10</u>
Monthly Expense	\$47,500
No. of Months	<u>12</u>
TOTAL EXPENSE	<u><u>\$570,000</u></u>

4110 Postage – Beginning FY 2011 all City departments will be allocated as part of their expenses, the use of postage for City business. Postage will continue to be managed by Central Services however; the amount of postage used will be monitored and charged to the appropriate department.

4120 Telephone Cell Phone – All City departments will be allocated their respective portable phone expense as part of their annual overall budget beginning FY 2011.

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

4515 Auto Liability Insurance – All Departments will be allocated their respective cost as it relates to Auto Insurance Liability.

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).

5210 Supplies – Listed are some of the categories covered in this line item: Office supply, K-9 supply, crime scene equipment, station decontamination supply, First Aid supply, award plaques, law enforcement handbooks, community patrol unit – bike equipment and supply, narcotics field testing kits.



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.

5230 Fuel and lubricants – All City departments are being allocated as part of their annual budget Fuel beginning in FY 11.

6440 Vehicles – The Police Department is financing the purchase 6 new police vehicles. Below please find a breakdown of the line item expense

Financed 6 Police Vehicles	\$157,500
Equipment for the 6 Vehicles	<u>\$36,168</u>
	<u><u>\$193,668</u></u>

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

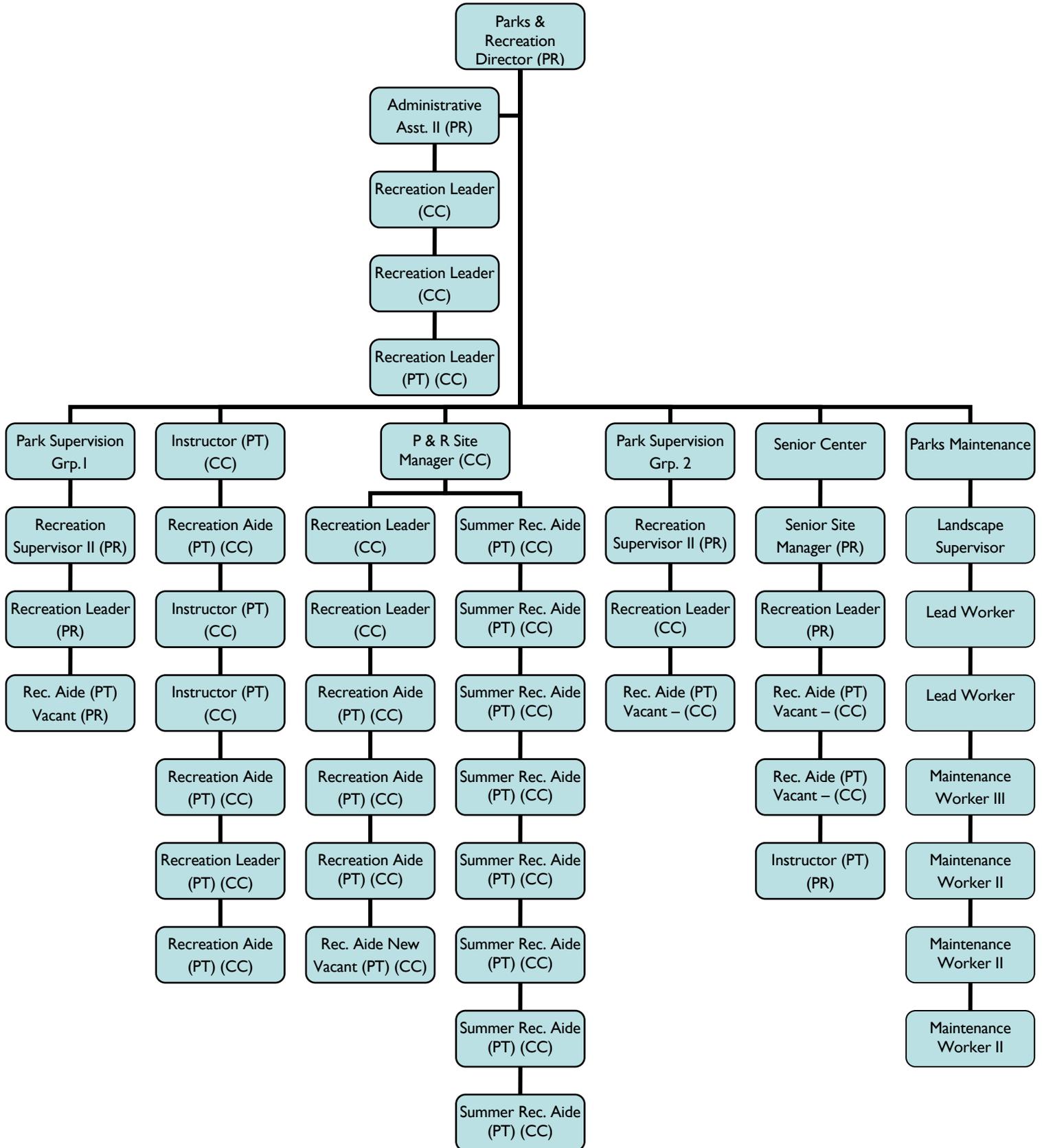
	Principle 7110	Interest 7210
Existing Debt Payment	99,052	9,855
Financing of the NEW 6 Vehicles in 2011	<u>25,254</u>	<u>5,000</u>
TOTAL	<u><u>124,306</u></u>	<u><u>14,855</u></u>



PARKS AND RECREATION DEPARTMENT



PARKS & RECREATION ORGANIZATIONAL CHART





PARKS AND RECREATION DEPARTMENT

001-2000-572

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 2010

- 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 2011

- 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
FULL TIME				
Parks and Recreation Director	1	1	1	1
Administrative Assistant II	1	1	1	1
Recreation Supervisor II	2	2	2	2
Senior Site Manager	1	1	1	1
Recreation Leader	5	5	2	2
Total F/T	10	10	7	7
PART TIME				
Recreation Leader (PT)	0	0	0	0
Recreation Aide (PT)	12	12	1	1
Instructors (Grant Funded)	4	4	1	1
Total P/T	16	16	2	2
Total	26	26	9	9



PARKS AND RECREATION DEPARTMENT ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2008	ACTUAL FY 2009	PROJECTED FY 2010	ESTIMATED FY 2011
Day Camp Participants		89	140	140
Spring Camp Participants		26	38	38
Winter Camp Participants		14	31	31
Summer Camp Participants		181	60	60
Afterschool House Participants		110	116	116
Football Players		41	3	3
Cheerleaders			2	2
Track		51	15	15
Soccer Players		336	300	300
Basketball Players		40	29	29
Baseball Players		651	21	21
Flag Football Players		25		
T-Ball Players		N/A	60	60
Fitness Center Members		105	153	153
Fuchs Pavilion Rental		28	38	38
Dante Fascell Pavilion Rental		122	70	70
Senior Hot Meals Served		16900	7345	7345
Senior Home Delivery Meals		10556	4186	4186
Senior High Risk Box lunch Meals		2080	2880	2880



PARKS AND RECREATION DEPARTMENT BUDGET FY 2011

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	ADOPTED 2010-2011
1210	SALARIES - REGULAR	366,155	383,566	383,566	324,967
1310	SALARIES - PART TIME	47,363	47,450	47,450	47,450
1410	OVERTIME	397	200	83	0
2110	F.I.C.A.	33,051	32,988	31,988	28,490
2210	PENSION PLAN CONTRIBUTION	0	0	0	51,020
2310	GROUP HEALTH INSURANCE	40,045	42,256	42,256	38,244
2410	WORKER'S COMPENSATION	0	0	0	16,021
	TOTAL PERSONNEL SERVICES	487,012	506,460	505,343	506,191
3450	CONTRACTUAL SERVICES	4,970	4,000	4,260	4,473
4070	TRAVEL & CONFERENCE	707	800	-359	1,521
4080	EMPLOYEE EDUCATION	1,269	1,200	1,200	0
4110	POSTAGE	0	0	0	100
4120	TELEPHONE - CELL PHONES	0	0	0	3,120
4350	ELECTRICITY - CITY PARKS	0	0	0	4,800
4420	OUTSIDE SERVICE RENTAL	258	300	300	0
4455	LEASE PURCHASE - TRUCKS	0	5,200	5,200	0
4515	LIABILITY INSURANCE - AUTO	0	0	0	3,870
4620	MAINT & REP-OPER EQUIPT	1,344	1,000	1,000	0
4670	MAINT & REP - PARK FACILITIES	4,835	2,500	2,500	1,920
4710	COPY MACHINE	0	0	0	5,003
4820	SPECIAL EVENTS	9,897	9,500	9,500	0
5210	SUPPLIES	492	2,750	2,750	6,656
5220	UNIFORMS	2,597	3,250	3,250	1,502
5230	FUEL	0	0	0	8,435
5410	MEMBERSHIP & SUBSCRIPTION	2,179	1,800	1,800	2,015
5550	SCHOOL PROGRAMS	7,654	5,000	5,323	0
5610	BASEBALL	35	0	0	0
5630	FOOTBALL	12,378	15,000	15,000	16,078
5631	CHEERLEADERS	5,557	6,000	6,897	8,259
5650	SOCCER PROGRAM	0	0	0	36,000
5660	SUMMER PROGRAMS	518	2,250	0	0
5665	CONCESSION STAND	0	0	0	7,000
5670	SPECIAL RECREATION PROGRAMS	17,751	26,000	26,000	23,495
5680	SENIOR CITIZENS PROGRAMS	13,430	59,533	59,533	34,250
	TOTAL OPERATING EXPENSES	85,871	146,083	144,154	168,497



ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	ADOPTED 2010-2011
6410	EQUIPMENT UNDER \$500 IN VALUE	361	200	0	0
6420	EQUIPMENT-OFFICE	0	450	0	0
6430	OPERATING EQUIPMENT	4,094	22,500	9,060	0
	TOTAL CAPITAL OUTLAY	4,455	23,150	9,060	0
	TOTAL RECREATION	577,338	675,693	658,557	674,688



PARKS AND RECREATION DEPARTMENT BUDGET HIGHLIGHTS FY 2011

2210 Pension Plan Contribution – Beginning FY 2011, all departments will be including within their respective budgets the City’s responsible expense of the Pension contribution.

2410 Worker’s Compensation – Beginning FY 2011, all departments will be including within their respective budgets the City’s responsible expense for Worker’s Compensation. The City will continue to have Worker’s Compensation with the Florida Municipal Insurance Trust.

4110 Postage – Beginning FY 2011 all City departments will be allocated as part of their expenses, the use of postage for City business. Postage will continue to be managed by Central Services however; the amount of postage used will be monitored and charged to the appropriate department.

4120 Telephone Cell Phone – All City departments will be allocated their respective portable phone expense as part of their annual overall budget beginning FY 2011.

4515 Auto Liability Insurance – All Departments will be allocated their respective cost as it relates to Auto Insurance Liability.

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).

4820 Special Events – Special events will be organized with volunteers and sponsorships. The city is still contributing with work force from different departments for the set up, organization and event day operations. Expenses incurred are in the respective departments listed under overtime.

5630 Football – This expense amount is used for the football program to cover uniforms, the award banquet, transportation and trophies.

5631 Cheerleading – This expense amount is used for the cheerleading program to cover uniforms, the award banquet, transportation and trophies.

5670 Special Recreation Programs – The major items funded are as follows: Soccer, track and T-ball trophies; 600 soccer uniforms; track equipment and 40 track uniforms.

5680 Seniors Citizens Program – Following are the major items funded for the Senior Program: Cable service; phone service; manicure and massages; special events supply; field trips; meal program for 63 seniors.



PARKS LANDSCAPING DIVISION

001-1750-519

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 2010

- Completed the planting of 194 Florida native trees throughout the City, the trees were provided as part of a Miami Dade County Community Image Advisory Board Grant.
- Completed the transformation of empty lot located at the corner of the South Miami Metrorail Station into Paciencia Park, this was a joint effort of the South Miami Public Works Department and the Miami Dade County Community Image Advisory Board.
- Completed construction of two new sports fields at Murray Park.
- Installed of ADA certified mulch on the City's Parks playgrounds.
- Installed green fence on Murray Park sports field.
- Installed new electric service at South Miami Park for temporary field lights and new storage/office trailer.
- Completed various improvements at Dante Fascell Park which included, installation of new slide, filling of debits throughout the Parks grounds, removal and stump grinding of decaying trees, installation of new roof on the parks pavilions, pressure cleaning, wall repair and painting of the pavilions, mulching of playgrounds. Other proposed improvements are ongoing.
- Completed Health Foundation Grant at Dante Fascell Park, the project included the construction of walk trail, installation of fitness stations and mulching of existing trail.

PARKS LANDSCAPING DIVISION OBJECTIVES FOR FY 2011

- Improve productivity.
- Reduce cost of outside contract labor.
- Complete grant project for Dante Fascell Park improvements.
- Improve maintenance of all city parks.
- 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
Full Time				
Parks Maintenance				
Superintendent II	1	1	1	1
Landscape Supervisor	0	1	1	1
Lead Worker	2	3	2	2
Maintenance Worker III	1	1	1	1
Maintenance Worker II	3	3	3	3
TOTAL F/T	7	9	8	8
Part Time				
Maint. Worker I Summer	3	1	1	0
TOTAL P/T	3	1	1	0
TOTAL	10	10	9	8

PARKS LANDSCAPING DIVISION ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2008	ACTUAL FY 2009	PROJECTED FY 2010	ESTIMATED FY 2011
Cleaning of Parks' Bathrooms	2196	1680	1764	1800
Pickup of Litter in City Parks	1440	1284	1348	1400
Mowing of 10 City Parks	438	329	345	350
Trimming of Trees in Parks	192	364	382	400
Fertilizing and App. Pesticides in Parks	12	22	23	24
Pressure Cleaning of Parks' Pavilions and Walkways	204	475	499	500
Pressure Cleaning of Parks' Playgrounds	60	176	185	190
Inspection of Playgrounds	12	97	102	100
Repair of Playgrounds	11	24	25	26
Preparation of Athletic Fields	1358	1717	1803	1800



PARKS LANDSCAPING DIVISION BUDGET FY 2011

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	ADOPTED 2010-2011
1210	SALARIES - REGULAR	276,725	294,422	294,422	260,218
1310	SALARIES - PART TIME	0	0	0	0
1410	OVERTIME	5,961	6,000	6,000	4,000
2110	F.I.C.A.	21,405	22,982	22,982	20,213
2210	PENSION PLAN CONTRIBUTION	0	0	0	41,482
2310	GROUP HEALTH INSURANCE	35,631	37,460	37,460	38,015
2410	WORKER'S COMPENSATION	0	0	0	12,841
	TOTAL PERSONNEL SERVICES	339,721	360,864	360,864	376,768
3450	CONTRACTUAL SERVICES	55,779	27,116	40,516	35,745
4070	TRAVEL AND CONFERENCE	0	200	200	200
4080	EDUCATION	185	500	500	0
4350	ELECTRICITY - CITY PARKS	36,560	51,000	51,000	40,000
4420	OUTSIDE SERV RENTAL	0	500	500	0
4455	LEASE PURCHASE - TRUCKS	5,504	5,504	5,504	0
4620	MAINT & REP - OPERAT EQUIP	63,547	70,000	70,000	68,000
5220	UNIFORMS	2,846	4,000	3,650	3,650
5410	MEMBERSHIPS & SUBSCRIPTIONS	180	300	300	300
	TOTAL OPERATING EXPENSES	164,601	159,120	172,170	147,895
6410	EQUIPMENT UNDER \$500 IN VALUE	1,208	1,088	1,088	0
6430	EQUIPMENT - OPERATING	32,519	1,315	22,405	0
	TOTAL CAPITAL OUTLAY	33,727	2,403	23,493	0
	TOTAL LANDSCAPE MAINT.	538,049	522,387	556,527	524,663



PARKS LANDSCAPING DIVISION BUDGET HIGHLIGHTS

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

2210 Pension Plan Contribution – Beginning FY 2011, all departments will be including within their respective budgets the City’s responsible expense of the Pension contribution.

2410 Worker’s Compensation – Beginning FY 2011, all departments will be including within their respective budgets the City’s responsible expense for Worker’s Compensation. The City will continue to have Worker’s Compensation with the Florida Municipal Insurance Trust.

3450 Contractual Services – This line item includes the application of pest control, herbicides and fertilization for the City’s Sports fields by certified licensed contractor as required by the Florida Department of Environmental Protection. The application of these products on a schedule basis will greatly improve the conditions of our playing fields, improve safety conditions and secure application according to DERM standards. In addition, \$5,000 has been budgeted for the installation of ADA certified mulch for the Parks playgrounds and \$10,000 for the repair of sports lighting at Palmer and Murray Park.

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



GIBSON-BETHEL COMMUNITY CENTER

001-2020-519

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.

GIBSON-BETHEL COMMUNITY CENTER AUTHORIZED STAFF

POSITION/TITLE	FY 08	FY 09	FY 10	FY 11
FULL TIME				
Parks and Recreation Site Mgr.	1	1	1	1
Recreation Supervisor I	1	1	1	0
Recreation Leader	5	5	5	5
Total F/T	7	7	7	6
PART TIME				
Recreation Leader (PT)	0	0	1	1
Recreation Aide (PT)	12	12	10	11
Instructors (Grant Funded)	4	4	3	3
Summer Recreation Aide (PT)	15	12	8	8
Total P/T	31	28	21	23
Total	38	35	28	29



GIBSON-BETHEL COMMUNITY CENTER ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2008	ACTUAL FY 2009	PROJECTED FY 2010	ESTIMATED FY 2011
Day Camp Participants		89	140	150
Spring Camp Participants		26	38	45
Winter Camp Participants		14	31	35
Summer Camp Participants		181	122	125
Afterschool House Participants		110	116	116
Track	80	51	15	20
Basketball Players	24	40	60	100
T-Ball Players	N/A	N/A	60	65
Fitness Center Members	100	105	153	175



GIBSON-BETHEL COMMUNITY CENTER BUDGET FY 2011

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	ADOPTED 2010- 2011
1210	SALARIES - REGULAR	165,145	173,280	173,280	185,936
1310	SALARIES - PART TIME	100,294	146,331	146,331	262,725
1410	OVERTIME	386	250	188	0
2110	F.I.C.A.	19,673	24,469	24,469	34,323
2210	PENSION PLAN CONTRIBUTION	0	0	0	29,192
2310	GROUP HEALTH INSURANCE	19,403	24,994	24,994	32,400
2410	WORKER'S COMPENSATION	0	0	0	11,803
	TOTAL PERSONNEL SERVICES	304,901	369,324	369,262	556,378
3450	CONTRACTUAL SERVICES	1,531	4,500	4,500	0
4100	EQUIPMENT RENTAL	900	400	400	0
4120	TELEPHONE SERVICE	5,021	5,500	5,500	5,800
4310	UTILITIES-ELECTRICITY	50,375	52,800	52,800	74,856
4320	UTILITIES-WATER	2,813	4,500	7,858	8,000
4670	MAINT & REP - GRDS & STRCTR	15,528	9,000	11,500	7,043
4710	COPY MACHINE	0	0	0	1,668
5210	SUPPLIES	2,946	2,500	3,389	4,625
5550	SCHOOL PROGRAM	0	0	0	4,400
5640	BASKETBALL	0	0	0	6,510
5660	SUMMER CAMP	0	0	0	6,365
5670	SPECIAL REC PROGRAMS	10,808	19,500	20,811	1,900
	TOTAL OPERATING EXPENSES	89,921	98,700	106,758	121,167
6410	EQUIPMENT UNDER \$500 IN VALUE	950	500	890	0
6430	OPERATING EQUIPMENT	30,730	23,000	23,799	6,025
6440	CAPITAL IMPROVEMENT	0	0	0	0
	TOTAL CAPITAL OUTLAY	31,680	23,500	24,689	6,025
	TOTAL COMMUNITY CENTER	426,502	491,524	500,709	683,570



GIBSON-BETHEL COMMUNITY CENTER BUDGET HIGHLIGHTS

2210 Pension Plan Contribution – Beginning FY 2011, all departments will be including within their respective budgets the City’s responsible expense of the Pension contribution.

2410 Worker’s Compensation – Beginning FY 2011, all departments will be including within their respective budgets the City’s responsible expense for Worker’s Compensation. The City will continue to have Worker’s Compensation with the Florida Municipal Insurance Trust.

4110 Postage – Beginning FY 2011 all City departments will be allocated as part of their expenses, the use of postage for City business. Postage will continue to be managed by Central Services however; the amount of postage used will be monitored and charged to the appropriate department.

4120 Telephone Service – This line item covers the phone service for the Community Center.

4310 Utilities – Electricity – The increase in this amount is taken from the average of the FPL bills. The Community Center has increased the hours so that the children can practice baseball at night, increasing the number of hours the lights must remain on, hence increasing the FPL bill amount.

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).

5640 Basketball – This line item is for a new program and covers 60 Basketball uniforms, trophies and referees.

5660 – Summer Camp – Transportation, books, advertising, shirts, and end of summer camp fun day. Furthermore, the cost associated with dance instructor, mad science program, and drama instructor.

6430 Operating Equipment – Treadmill for the Fitness Room in the Community Center.



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 2011

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	ADOPTED 2010-2011
2210	PENSION PLAN-CONTRIBUTION	777,780	907,390	1,219,466	0
2220	DEFERRED COMPENSATION	48,291	56,959	13,316	0
	TOTAL PERSONNEL SERVICES	826,071	964,349	1,232,782	0
3210	AUDITOR'S FEE	52,495	60,000	60,000	0
3211	PERFORMANCE AUDIT	0	0	150,000	0
3440	CONSULTANT - LABOR ATTORNEY	-256	0	0	0
3450	CONTRACTUAL SERVICES GIBSON - BETHEL	3,120	0	0	0
3456	CONTRACTUAL-SCHOOL CROSS GUARD	60,285	70,000	79,778	0
3457	CONTRACTUAL	3,924	129,000	130,800	0
4120	COMMUNICATIONS-TELEPHONE	62,672	60,000	61,407	0
4425	LEASE PURCHASE-POLICE 800 MHZ	0	40,000	40,000	0
4630	MAINTENANCE & REP. COMM EQPT.	367	500	500	0
4720	PRINTING & PHOTOCOPYING	-2,656	25,000	26,490	0
5210	SUPPLIES	43	200	0	0
5290	SUPPLIES - BRICKS	1,049	1,500	1,500	0
5410	MEMBERSHIPS & SUBSCRIPTIONS	0	600	600	0
7115	5.6M LOAN PRIN. 2006A - CITY PORTION	16,640	18,304	18,304	0
7116	5.6M LOAN PRIN. 2006A - MRP PORTION	83,360	91,696	91,696	0
7215	5.6M LOAN INT. 2006A - CITY PORTION	40,977	40,200	40,200	0
7216	5.6M LOAN INT. 2006A - MRP PORTION	205,281	201,383	201,383	0
9910	CONTRIBUTION-SPECIAL EVENTS	26,574	39,000	39,065	0
9920	GENERAL CONTINGENCY	246,002	50,000	53,900	0
9923	DEBT SERVICE-YMCA INT	7,988	3,828	3,828	0
9926	DEBT SERVICE-VAN SMITH PARK	94,313	93,864	93,864	0
9927	DEBT SERVICE-YMCA PRINCIPAL	100,000	100,000	100,000	0
9928	6.5M LOAN PRIN. 2002A - CITY PORTION	21,632	22,464	22,464	0
9929	2.2 M LOAN 2001A PRINCIPAL	45,000	45,000	45,000	0
9930	6.5M LOAN PRIN. 2002A - MRP PORTION	108,368	112,536	112,536	0
9931	ECONOMIC DEVELOPMENT	0	10,000	10,000	0



ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL 2008-2009	BUDGET 2009-2010	ESTIMATE 2009-2010	ADOPTED 2010-2011
9932	STREET BEAUTIFICATION	0	55,000	55,000	0
9934	1 M LOAN PRINCIPAL - CITY PORTION	5,201	24,912	24,912	0
9935	1 M LOAN PRINCIPAL - MRP PORTION	12,136	58,129	58,129	0
9945	6.5M LOAN INT. 2002A - MRP PORTION	251,731	242,266	247,323	0
9946	2.2 M LOAN INTEREST 2001A	100,160	98,488	98,488	0
9947	6.5M LOAN INT. 2002A - CITY PORTION	50,249	48,360	49,535	0
9948	DEBT SERVICE-INT. VAN SMITH PARK	10,245	10,696	10,696	0
9949	1 M LOAN INTEREST - CITY PORTION	16,794	12,248	12,248	0
9951	1 M LOAN INTEREST - MRP PORTION	39,197	29,279	29,279	0
9962	UNDERGROUND FUEL STORAGE	-30,000	0	0	0
	TOTAL OPERATING EXPENSES	1,632,889	1,794,453	1,968,926	0
6410	EQUIPMENT-UNDER \$500 IN VALUE	429	500	200	
	TOTAL CAPITAL OUTLAY	429	500	200	0
	TOTAL NON-DEPARTMENTAL	2,459,389	2,759,302	3,201,909	0
9120	INTRA-GOVERNMENTAL TRANSF-DEBT SERV	0	500	0	275,998
9130	INTRA-GOVERNMENTAL EMERG RES. FUND	0	0	0	1,765,276
	TOTAL TRANSFER OUT	0	500	0	2,041,274

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 - 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.



SPECIAL REVENUE FUNDS

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

ORDINANCE 54-08-1989
First National Bank of South Miami
Street Sweeper
111-1730-541
\$115,414.00

PAYMENT FY	PAYMENT DATE	PAYMENT 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	



**STORMWATER DRAIN TRUST FUND
CITY OF SOUTH MIAMI FUND III**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 2009	BUDGET 2009- 2010	ESTIMATE 2009-2010	ADOPTED FY 2011
BEGINNING FUND BALANCE		539,296	348,447	348,447	220,315
REVENUES					
314-3000	UTILITY TAX-STORMWATER	53,864	28,000	24,000	28,000
330-1000	INTERGOVERNMENTAL REVENUE	365,007	250,000	256,000	250,000
361-2000	INTEREST INCOME	12,100	10,000	11,220	7,500
	TOTAL REVENUE	430,971	288,000	291,220	285,500
EXPENDITURES					
541-1210	REGULAR SALARY	8,301	10,000	7,200	42,534
541-2110	FICA	607	0	551	3,255
541-2210	PENSION PLAN CONTRIBUTION	0	0	0	6,052
541-2310	GROUP HEALTH INSURANCE	0	0	0	5,196
541-2410	WORKER'S COMPENSATION	0	0	0	3,731
	TOTAL PERSONNEL SERVICES	8,908	10,000	7,751	60,768
541-3100	PROFESSIONAL SERVICES	0	5,000	0	0
541-3450	CONTRACTUAL SERVICES	136,362	60,584	60,584	0
541-4070	TRAVEL & CONFERENCE	0	500	0	0
541-4080	EMPLOYEE EDUCATION	0	500	0	0
541-4455	LEASE PURCHASE-TRUCK	31,252	32,500	30,820	0
541-4640	MAINT & REPAIR STRS/PARKWAYS	103	1,000	1,000	0
	TOTAL OPERATING EXPENSES	167,716	100,084	92,404	0
541-6490	CONSTRUCTION PROJECTS	195,196	43,000	30,296	50,000
541-6491	REPAYMENT TO MIAMI-DADE	0	38,902	38,902	0
	TOTAL CAPITAL OUTLAY	195,196	81,902	69,198	50,000
541-7100	DEBT - PRINCIPAL	0	0	0	22,146
541-7200	DEBT- INTEREST	0	0	0	2,988
541-9120	TRANSFER-GEN FUND	250,000	250,000	250,000	250,000
	TOTAL OTHER FINANCING SOURCES	250,000	250,000	250,000	275,134
	TOTAL FUND EXPENSES	621,820	441,986	419,353	385,902
ENDING FUND BALANCE		348,447	194,461	220,315	119,913



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.

6490- Construction Projects - \$50,000 for the SW 64 CT Drainage Improvement Project Phase I.

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 BUDGET FY 2011

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 2009	BUDGET 2009- 2010	ESTIMATE 2009-2010	ADOPTED FY 2011
BEGINNING FUND BALANCE		289,446	264,655	264,655	325,412
REVENUES					
330-1000	INTERGOVERNMENTAL REVENUE	64,753	59,547	59,547	64,746
361-2000	INTEREST INCOME	1,409	2,000	1,210	2,000
TOTAL REVENUE		66,162	61,547	60,757	66,746
EXPENSES					
541-3100	PROFESSIONAL FEES	0	5,000	0	0
541-3450	CONTRACTUAL SERVICES	90,952	70,000	0	0
541-4640	MAINT & REPAIR STRS/PARKWAYS	0	5,000	0	0
TOTAL OPERATING EXPENSES		90,952	80,000	0	0
541-6210	INFRASTRUCTURE PROJECTS	0	18,489	0	75,000
TOTAL CAPITAL OUTLAY		0	18,489	0	75,000
TOTAL FUND EXPENSES		90,952	98,489	0	75,000
ENDING FUND BALANCE		264,655	227,713	325,412	317,158

LOCAL OPTION GAS TRUST FUND BUDGET HIGHLIGHTS

541-3100 Infrastructural Projects – Street Resurfacing Program Phase I.



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 FY 2009	BUDGET 2009- 2010	ESTIMATE 2009-2010	ADOPTED FY 2011
BEGINNING FUND BALANCE		347,169	468,768	468,768	556,768
REVENUES					
330-1000	INTERGOVERNMENTAL REVENUE	302,782	300,000	300,000	300,000
335-4920	LOCAL OPTION GAS TAX	0	0	0	0
361-2000	INTEREST INCOME	0	0	0	0
369-3000	REFUND-PRIOR YEAR EXPENSES	0	0	0	0
369-3500	PRIOR YEAR REVENUES	0	0	0	0
TOTAL REVENUE		302,782	300,000	300,000	300,000
EXPENDITURES					
541-1210	SALARIES-REGULAR	4,314	12,000	12,000	0
541-2110	FICA	328	3,000	3,000	0
TOTAL PERSONNEL SERVICES		4,642	15,000	15,000	0
541-3100	PROFESSIONAL FEES	6,400	25,000	22,000	0
541-3450	CONTRACTUAL SERVICES	170,141	389,722	175,000	85,000
541-4455	LEASE PURCHASE - EQUIPMENT	0	14,300	0	0
TOTAL OPERATING EXPENSES		176,541	429,022	197,000	85,000
541-6490	CONSTRUCTION PROJECTS				298,000
TOTAL CAPITAL OUTLAY		0	0	0	298,000
TOTAL FUND EXPENSES		181,183	444,022	212,000	383,000
ENDING FUND BALANCE		468,768	324,746	556,768	473,768



PEOPLE'S TRANSPORTATION TAX FUND BUDGET HIGHLIGHTS

6490 Construction Projects – The studies for Mango Terrace and Pinecrest Villas are both complete and \$220,000 has been budgeted to complete the engineering design and construction for implementation of recommended traffic calming devices.

In an effort to comply with direct transit 20% requirement, Public Works will be completing the design and installation of two new bus shelters at SW 59th Place and SW 66th Ave, in order to facilitate access to transit within the city limits. \$78,000



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.

HURRICANE RESERVE FUND 110

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 2009	BUDGET 2009- 2010	ESTIMATE 2009-2010	ADOPTED FY 2011
BEGINNING FUND BALANCE		178,823	181,438	181,438	183,039
REVENUES					
361-2000	INTEREST INCOME	3,317	4,000	2,200	0
TOTAL REVENUE		3,317	4,000	2,200	0
EXPENSES					
513-4400	RENTALS & LEASES	0	3,000	0	0
513-4620	REPAIR & MAINT. OPER EQUIP	0	1,377	0	0
513-4680	MAINT & REP - OUTSIDE SERVICES	0	5,000	0	0
513-5210	SUPPLIES	702	1,069	599	0
513-9940	HURRICANE CLEANUP EXP	0	62,000	0	0
TOTAL OPERATING EXPENSES		702	72,446	599	0
541-9120	TRANSFER-GEN FUND	0	0	0	183,039
TOTAL OTHER FINANCING SOURCES		0	0	0	183,039
TOTAL FUND EXPENSES		702	72,446	599	183,039
ENDING FUND BALANCE		181,438	112,992	183,039	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

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.

Gibson-Bethel Community Center						
DUE DATE	DATE	PRINCIPAL	INTEREST	FEES	TOTAL PAYMENT	BALANCE
9/30/2011	11/1/2010	50,000	47,181	1,190	98,371	
	5/1/2011	-	45,931	1,165	47,096	1,830,000
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	

YMCA PROPERTY

On November 21, 2005, the City purchased land totaling \$2,750,000 from the YMCA of Greater Miami, Inc. financed through loans totaling \$2,775,000. The loans consisted of three separate note payables. All notes have been paid except for the \$500,000 term loan, which is estimated to be paid off during the 2011 FY.

The City of South Miami purchased the YMCA property located at 4300 S.W. 58th Avenue consisting of a recreation center and administrative office building, basketball courts, racquetball court, swimming pool, and approximately 7 acres of open-field space. The City leases the building back to YMCA and uses the fields mainly for City programs and leasing to different sports leagues for their tournaments. The Loan is repaid with funds from park grants and other non-ad valorem revenue sources.

YMCA PROPERTY					
PAYMENT DATE	BEGINNING BALANCE	PRINCIPAL	INTEREST	TOTAL PAYMENT	ENDING BALANCE
11/18/10	25,000.00	25,000.00	266.25	25,266.25	0.00
	TOTAL	500,000.00	55,912.50		



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.

FLORIDA MUNICIPAL LOAN COUNCIL BOND SERIES 2002A					
DUE DATE	DATE	PRINCIPAL	INTEREST	TOTAL P + I	BALANCE
9/30/2011	11/1/10		142,613	142,613	
	5/1/11	140,000	142,613	282,613	5,415,000
9/30/2012	11/1/11		139,725	139,725	
	5/1/12	150,000	139,725	289,725	5,265,000
9/30/2013	11/1/12		135,975	135,975	
	5/1/13	155,000	135,975	290,975	5,110,000
9/30/2014	11/1/13		131,713	131,713	
	5/1/14	165,000	131,713	296,713	4,945,000
9/30/2015	11/1/14		127,175	127,175	
	5/1/15	175,000	127,175	302,175	4,770,000



9/30/2016	11/1/15		122,363	122,363	
	5/1/16	180,000	122,363	302,363	4,590,000
9/30/2017	11/1/16		117,413	117,413	
	5/1/17	190,000	117,413	307,413	4,400,000
9/30/2018	11/1/17		112,188	112,188	
	5/1/18	200,000	112,188	312,188	4,200,000
9/30/2019	11/1/18		106,688	106,688	
	5/1/19	215,000	106,688	321,688	3,985,000
9/30/2020	11/1/19		100,775	100,775	
	5/1/20	225,000	100,775	325,775	3,760,000
9/30/2021	11/1/20		95,150	95,150	
	5/1/21	235,000	95,150	330,150	3,525,000
9/30/2022	11/1/21		89,275	89,275	
	5/1/22	250,000	89,275	339,275	3,275,000
9/30/2023	11/1/22		83,025	83,025	
	5/1/23	260,000	83,025	343,025	3,015,000
9/30/2024	11/1/23		76,525	76,525	
	5/1/24	275,000	76,525	351,525	2,740,000
9/30/2025	11/1/25		69,650	69,650	
	5/1/25	285,000	69,650	354,650	2,455,000
9/30/2026	11/1/25		62,525	62,525	
	5/1/26	300,000	62,525	362,525	2,155,000
9/30/2027	11/1/26		55,025	55,025	
	5/1/27	315,000	55,025	370,025	1,840,000
9/30/2028	11/1/27		47,150	47,150	
	5/1/28	335,000	47,150	382,150	1,505,000
9/30/2029	11/1/28		38,566	38,566	
	5/1/29	350,000	38,566	388,566	1,155,000
9/30/1930	11/1/29		29,596	29,596	
	5/1/30	365,000	29,597	394,597	790,000
9/30/1931	11/1/30		20,244	20,244	
	5/1/31	385,000	20,244	405,244	405,000
9/30/1932	11/1/31		10,378	10,378	
	5/1/32	405,000	10,378	415,378	0
	TOTAL	6,500,000	6,293,655	12,793,655	



FLORIDA MUNICIPAL LOAN COUNCIL BOND SERIES 2006					
DUE DATE	DATE	PRINCIPAL	INTEREST	TOTAL DEBT SERVICE	BEG. BALANCE
9/30/11	10/01/10	105,000	118,191	223,191	5,250,000
	04/01/11		116,091	116,091	
9/30/12	10/01/11	110,000	116,091	226,091	5,140,000
	04/01/12		113,891	113,891	
9/30/13	10/01/12	115,000	113,891	228,891	5,025,000
	04/01/13		111,591	111,591	
9/30/14	10/01/13	120,000	111,591	231,591	4,905,000
	04/01/14		109,191	109,191	
9/30/15	10/01/14	125,000	109,191	234,191	4,780,000
	04/01/15		106,066	106,066	
9/30/16	10/01/15	130,000	106,066	236,066	4,650,000
	04/01/16		102,816	102,816	
9/30/17	10/01/16	135,000	102,816	237,816	4,515,000
	04/01/17		99,441	99,441	
9/30/18	10/01/17	145,000	99,441	244,441	4,370,000
	04/01/18		95,816	95,816	
9/30/19	10/01/18	150,000	95,816	245,816	4,220,000
	04/01/19		92,066	92,066	
9/30/20	10/01/19	160,000	92,066	252,066	4,060,000
	04/01/20		88,866	88,866	
9/30/21	10/01/20	165,000	88,866	253,866	3,895,000
	04/01/21		85,463	85,463	
9/30/22	10/01/21	175,000	85,463	260,463	3,720,000
	04/01/22		81,853	81,853	
9/30/23	10/01/22	180,000	81,853	261,853	3,540,000
	04/01/23		78,141	78,141	
9/30/24	10/01/23	190,000	78,141	268,141	3,350,000
	04/01/24		74,222	74,222	
9/30/25	10/01/24	195,000	74,222	269,222	3,155,000
	04/01/25		70,200	70,200	
9/30/26	10/01/25	205,000	70,200	275,200	2,950,000



	04/01/26		65,972	65,972	
9/30/27	10/01/26	215,000	65,972	280,972	2,735,000
	04/01/27		61,538	61,538	
9/30/28	10/01/27	220,000	61,538	281,538	2,515,000
	04/01/28		56,588	56,588	
9/30/29	10/01/28	230,000	56,588	286,588	2,285,000
	04/01/29		51,413	51,413	
9/30/30	10/01/29	245,000	51,413	296,413	2,040,000
	04/01/30		45,900	45,900	
9/30/31	10/01/30	255,000	45,900	300,900	1,785,000
	04/01/31		40,163	40,163	
9/30/32	10/01/31	265,000	40,163	305,163	1,520,000
	04/01/32		34,200	34,200	
9/30/33	10/01/32	275,000	34,200	309,200	1,245,000
	04/01/33		28,013	28,013	
9/30/34	10/01/33	290,000	28,013	318,013	955,000
	04/01/34		21,488	21,488	
9/30/35	10/01/34	305,000	21,488	326,488	650,000
	04/01/35		14,625	14,625	
9/30/36	10/01/35	320,000	14,625	334,625	330,000
	04/01/36		7,425	7,425	
	10/01/36	330,000	7,425	337,425	0
	TOTAL:	5,625,000	4,607,099	10,232,099	

SUNTRUST BANK LOAN				
DATE	PAYMENT	PRINCIPAL	INTEREST	BALANCE
11/1/2010	30,966.63	21,241.71	9,724.92	878,380.90
2/1/2011	30,966.63	21,471.33	9,495.30	856,909.57
5/1/2011	30,966.63	22,005.50	8,961.13	834,904.07
8/1/2011	30,966.63	21,941.32	9,025.31	812,962.75
11/1/2011	30,966.63	22,178.50	8,788.13	790,784.25
2/1/2012	30,966.63	22,418.25	8,548.38	768,366.00
5/1/2012	30,966.63	22,841.16	8,125.47	745,524.84
8/1/2012	30,966.63	22,907.51	8,059.12	722,617.33
11/1/2012	30,966.63	23,155.14	7,811.49	699,462.19



2/1/2013	30,966.63	23,405.44	7,561.19	676,056.75
5/1/2013	30,966.63	23,896.77	7,069.86	652,159.98
8/1/2013	30,966.63	23,916.78	7,049.85	628,243.20
11/1/2013	30,966.63	24,175.32	6,791.31	604,067.88
2/1/2014	30,966.63	24,436.66	6,529.97	579,631.22
5/1/2014	30,966.63	24,905.14	6,061.49	554,726.08
8/1/2014	30,966.63	24,970.04	5,996.59	529,756.04
11/1/2014	30,966.63	25,239.97	5,726.66	504,516.07
2/1/2015	30,966.63	25,512.81	5,453.82	479,003.26
5/1/2015	30,966.63	25,957.45	5,009.18	453,045.81
8/1/2015	30,966.63	26,069.20	4,897.43	426,976.61
11/1/2015	30,966.63	26,351.01	4,615.62	400,625.60
2/1/2016	30,966.63	26,635.87	4,330.76	373,989.73
5/1/2016	30,966.63	27,011.69	3,954.94	346,978.04
8/1/2016	30,966.63	27,215.80	3,750.83	319,762.24
11/1/2016	30,966.63	27,510.00	3,456.63	292,252.24
2/1/2017	30,966.63	27,807.38	3,159.25	264,444.86
5/1/2017	30,966.63	28,201.20	2,765.43	236,243.66
8/1/2017	30,966.63	28,412.84	2,553.79	207,830.82
11/1/2017	30,966.63	28,719.98	2,246.65	179,110.84
2/1/2018	30,966.63	29,030.44	1,936.19	150,080.40
5/1/2018	30,966.63	29,397.16	1,569.47	120,683.24
8/1/2018	30,966.63	29,662.04	1,304.59	91,021.20
11/1/2018	30,966.63	29,982.69	983.94	61,038.51
2/1/2019	30,966.63	30,306.80	659.83	30,731.71
4/7/2019	30,966.63	30,731.71	234.92	0.00
TOTALS	1,238,665.20	1,000,000.00	238,665.20	



**DEBT SERVICE FUND
SCHEDULE
FY 2011**

	Beginning Balance 10/01/2010	Principal FY 2011	Interest FY 2011	Fees FY 2011	TOTAL Payment	Ending Balance 09/30/2011
FMLC Series 2001A Bonds Multipurpose	\$1,880,000	\$50,000	\$93,113	\$2,355	\$145,468	\$1,830,000
FMLC Series 2002A South Miami Parking Garage	\$5,555,000	\$140,000	\$285,225	\$0	\$425,225	\$5,415,000
FMLC Series 2006 South Miami Parking Garage	\$5,355,000	\$105,000	\$234,281	\$0	\$339,281	\$5,250,000
Suntrust Loan Series 2009 South Miami Parking Garage	\$899,623	\$86,660	\$37,207	\$0	\$123,867	\$812,963
FNBSM Note Payable Van Smith Property	\$143,342	\$81,910	\$4,449	\$0	\$86,358	\$61,432
Suntrust Term Loan YMCA	\$25,000	\$25,000	\$266	\$0	\$25,266	\$0
	\$13,857,964	\$488,569	\$654,540	\$2,355	\$1,145,465	\$13,369,395



**MARK RICHMAN PROPERTIES INC (MRP)
LOAN ALLOCATION SCHEDULE
FOR 2010-2011**

DESCRIPTION	PAYMENT DATE	AMOUNT	ALLOCATION PERCENTAGE	CITY PRINCIPAL	CITY INTEREST	MRP PRINCIPAL	MRP INTEREST	TOTAL
SUNTRUST OBLIGATION:			P & I ALLOC					
PRINCIPAL	11/01/10	21,241.71	City	MRP	6,372.51	14,869.20		21,241.71
INTEREST	11/01/10	9,724.92	30%	70%		2,917.48	6,807.44	9,724.92
PRINCIPAL	02/01/11	21,471.33	City	MRP	6,441.40	15,029.93		21,471.33
INTEREST	02/01/11	9,495.30	30%	70%		2,848.59	6,646.71	9,495.30
PRINCIPAL	05/01/11	22,005.50	City	MRP	6,601.65	15,403.85		22,005.50
INTEREST	05/01/11	8,961.13	30%	70%		2,688.34	6,272.79	8,961.13
PRINCIPAL	08/01/11	21,941.32	City	MRP	6,582.40	15,358.92		21,941.32
INTEREST	08/01/11	9,025.31	30%	70%		2,707.59	6,317.72	9,025.31
TOTAL		123,866.52			25,997.96	11,162.00	60,661.90	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					
INTEREST	11/1/2010	142,612.50	City	MRP				
			16.64%	83.36%				
					23,730.72		118,881.78	142,612.50
PRINCIPAL	5/1/2011	140,000.00	City	MRP	23,296.00	116,704.00		140,000.00
INTEREST	5/1/2011	142,612.50	16.64%	83.36%				
					23,730.72		118,881.78	142,612.50
TOTAL		425,225.00			23,296.00	47,461.44	116,704.00	425,225.00
					70,757.44		354,467.56	
DESCRIPTION	PAYMENT DATE	AMOUNT	ALLOCATION PERCENTAGE	CITY PRINCIPAL	CITY INTEREST	MRP PRINCIPAL	MRP INTEREST	TOTAL
FMLC SERIES 2006A:			P & I ALLOC					
PRINCIPAL	10/1/2010	105,000.00	City	MRP	17,472.00	87,528.00		105,000.00
INTEREST	10/1/2010	118,190.63	16.64%	83.36%				
					19,666.92		98,523.71	118,190.63
INTEREST	4/1/2011	116,090.63	City	MRP				
			16.64%	83.36%				
					19,317.48		96,773.15	116,090.63
TOTAL		339,281.26			17,472.00	38,984.40	87,528.00	339,281.26
TOTAL FOR 2010-2011		888,372.78			66,765.96	97,607.84	264,893.90	888,372.78
					164,373.80		723,998.98	
TOTAL CITY	164,373.80							
TOTAL MRP	723,998.98							



DEBT SERVICE FUND BUDGET
CITY OF SOUTH MIAMI FUND 201

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 2008	ACTUAL FY 2009	BUDGET 2009- 2010	ADOPTED FY 2011
BEGINNING FUND BALANCE		0	0	0	0
REVENUES					
381-1100	TRANS IN FROM GENERAL FUND				275,998
366-9000	SOUTH HOSPITAL FOUNDATION	0	0	0	145,468
366-9300	RICHMAN PROPERTIES LN PMT	0	0	0	723,999
	TOTAL REVENUE	0	0	0	1,145,465
EXPENDITURES					
DEBT SERVICE					
519-7110	DEBT PRINCIPLE	0	0	0	488,569
519-7210	DEBT INTEREST	0	0	0	654,540
519-7310	DEBT OTHER COST	0	0	0	2,355
	TOTAL DEBT SERVICE	0	0	0	1,145,465
TOTAL EXPENDITURES		0	0	0	1,145,465
ENDING FUND BALANCE		0	0	0	0



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 BUDGET
CITY OF SOUTH MIAMI FUND 116

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 2009	BUDGET 2009- 2010	ESTIMATE 2009-2010	ADOPTED FY 2011
BEGINNING FUND BALANCE		0	0	0	28,050
REVENUES					
341-9060	PARKING EXCEPTION	0	0	28,000	28,000
361-2000	INTEREST INCOME	0	0	50	55
	TOTAL REVENUE	0	0	28,050	28,055
EXPENSES					
	TOTAL OPERATING EXPENSES	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	0	0
541-9120	TRANSFER TO GEN FUND	0	0	0	25,000
	TOTAL OTHER FINANCING SOURCES	0	0	0	25,000
	TOTAL FUND EXPENSES	0	0	0	25,000
ENDING FUND BALANCE		0	0	28,050	31,105

**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 Centralized Parking Stations.



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 CITY OF SOUTH MIAMI FUND 504

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 2009	BUDGET FY 2010	ESTIMATE 2009-2010	ADOPTED FY 2011
BEGINNING FUND BALANCE		185,857	198,580	198,580	194,584
REVENUES					
361-2000	INTEREST INCOME	171	250	105	0
381-2000	CONTRIBUTIONS FROM GENERAL FUND	15,000	15,000	0	0
TOTAL REVENUE		15,171	15,250	105	0
EXPENDITURES					
514-3100	PROFESSIONAL SERVICES	0	1,000		0
514-4680	MAINT & REP - OUTSIDE SVCS	2,448	13,500	4,101	0
TOTAL OPERATING EXPENSES		2,448	14,500	4,101	0
514-9920	GENERAL CONTINGENCY	0	7,000	0	0
541-9120	TRANSFER-GEN FUND	0	0	0	194,584
TOTAL OTHER FINANCING SOURCES		0	7,000	0	194,584
TOTAL EXPENSES		2,448	21,500	4,101	194,584
ENDING FUND BALANCE		198,580	192,330	194,584	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

CITY OF SOUTH MIAMI FUND 051

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 2009	BUDGET 2009- 2010	ESTIMATE 2009-2010	ADOPTED FY 2011
BEGINNING FUND BALANCE		0	0	0	0
REVENUES					
381-1000	TRANSFER FROM GENERAL FUND	0	0	0	1,765,276
361-2000	INTEREST INCOME	0	0	0	20,145
TOTAL REVENUE		0	0	0	1,785,421
EXPENSES					
TOTAL FUND EXPENSES		0	0	0	0
ENDING FUND BALANCE		0	0	0	1,785,421



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 2011

CITY OF SOUTH MIAMI FUND 608

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 2009	BUDGET FY 2010	ESTIMATE FY 2010	ADOPTED FY 2011
BEGINNING FUND BALANCE		24,359	34,857	34,857	53,726
REVENUES					
351-1000	CONFISCATED REVENUE	9,978	0	22,589	0
361-2000	INTEREST INCOME	520	500	500	500
TOTAL REVENUE		10,498	500	23,089	500
EXPENSES					
521-3490	CRIME PREVENTION PROGRAMS	0	0	0	10,000
521-4070	TRAVEL & PER DIEM	0	6,000	4,220	6,000
TOTAL OPERATING EXPENSES		0	6,000	4,220	16,000
TOTAL EXPENSES		0	6,000	4,220	16,000
ENDING FUND BALANCE		34,857	29,357	53,726	38,226

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
- Matching funds
- 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 DEBT SCHEDULE

RESOLUTION #182-06-12323

\$24,827

FEDERAL FORFEITURE OPERATING

ACCT # 615-1910-521-6430

PAYMENT NUMBER	PAYMENT DATE	PAYMENT AMOUNT	PRINCIPAL	INTEREST	BALANCE
1	11/22/2006	5,383.13	5,383.13	0.00	19,443.87
2	11/22/2007	5,383.13	4,564.54	818.59	14,879.33
3	11/22/2008	5,383.13	4,756.71	626.42	10,122.62
4	11/22/2009	5,383.13	4,956.97	426.16	5,165.65
5	11/22/2010	5,383.13	5,165.65	217.47	0.00
	TOTAL	26,915.65	24,827.00	2,088.64	



FEDERAL FORFEITURE FUND BUDGET
CITY OF SOUTH MIAMI FUND 615

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 2009	BUDGET FY 2010	ESTIMATE FY 2010	ADOPTED FY 2011
BEGINNING FUND BALANCE		113,315	194,211	194,211	182,968
REVENUES					
330-1000	INTERGOVERNMENTAL REVENUES	108,915	0	40,735	0
361-2000	INTEREST INCOME	169	200	137	200
369-9200	OTHER MISC REVENUES	2,400	0	0	0
TOTAL REVENUE		111,484	200	40,873	200
EXPENSES					
521-4450	LEASE POLICE VEHICLE	25,205	30,060	30,811	30,060
TOTAL OPERATING EXPENSES		25,205	30,060	30,811	30,060
521-6430	OPERATING EQUIPMENT	5,383	5,384	21,305	22,000
TOTAL CAPITAL OUTLAY		5,383	5,384	21,305	22,000
521-7100	DEBT - PRINCIPAL	0	0	0	5,166
521-7200	DEBT - INTEREST	0	0	0	217
TOTAL DEBT SERVICE		0	0	0	5,383
TOTAL EXPENSE		30,588	35,444	52,116	57,443
CARRY OVER END OF YEAR		194,211	158,967	182,968	125,725

FEDERAL FORFEITURE FUND BUDGET HIGHLIGHTS

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

6430 Operating Equipment – The purchase of a traffic radar message board trailer.



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



**SENIOR MANAGEMENT PERSONNEL
EFFECTIVE OCTOBER 1, 2010**

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
COMMUNITY DEVELOPMENT 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
DIRECTOR OF ENGINEERING & PUBLIC WORKS	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
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



**MANAGEMENT, ADMINISTRATIVE AND SUPPORT PERSONNEL
EFFECTIVE OCTOBER 1,2010 (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 PUBLIC WORKS 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 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
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
MAINTENANCE SERVICES OPERATIONS MANAGER II	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
ACCOUNTING 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
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



**MANAGEMENT, ADMINISTRATIVE AND SUPPORT PERSONNEL
EFFECTIVE OCTOBER 1, 2010 (NO COLA INCREASE)
GROUP II**

CLASS TITLE	SALARY RANGE	1	2	3	4	5	6
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	\$23.565	\$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
PARKS & RECREATION SITE MANAGER	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



**MANAGEMENT, ADMINSTRATIVE AND SUPPORT PERSONNEL
EFFECTIVE OCTOBER 1,2010 (NO COLA INCREASE)
GROUP III**

CLASS TITLE	SALARY RANGE	1	2	3	4	5	6
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
RECREATION SUPERVISOR	A	\$32,211	\$33,822	\$35,513	\$37,288	\$39,153	\$41,110
	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
COMMUNICATION	A	\$27,825	\$29,216	\$30,677	\$32,211	\$33,821	\$35,513
RECEPTIONIST	BW	\$1,070	\$1,124	\$1,180	\$1,239	\$1,301	\$1,366
	H	\$13.377	\$14.046	\$14.749	\$15.486	\$16.260	\$17.073
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	\$15.45					
RECREATION AIDE	H	\$7.763					



AFSCME COLLECTIVE BARGAINING EMPLOYEE GROUP

EFFECTIVE OCTOBER 1, 2010

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 1	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

**NO COLA INCREASES APPROVED PER
UNION NEGOTIATIONS 09/10.**



**PBA COLLECTIVE BARGAINING EMPLOYEE GROUP
EFFECTIVE OCTOBER 1, 2010**

CLASS TITLE	SALARY RANGE	SALARY					
		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
SENIOR INVESTIGATOR (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

**Note: Bargaining Unit Members reflect
No Cola Increases.
Lower Unit Pending Negotiations 2009/10.**



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.