



**Capital and Operating Budget
Fiscal Year 2021-2022
Ordinance 23-21-2413**



COMMISSION – MANAGER FORM OF GOVERNMENT

LIST OF PRINCIPAL OFFICIALS

ELECTED OFFICIALS



Mayor
Sally B. Philips, EdD



Commissioner
Luis Gil



Commissioner
Walter Harris



Commissioner
Josh Liebman



Commissioner
Brian Corey

CHARTERED OFFICIALS



City Clerk
Nkenga Payne, CMC



City Manager
Shari Kamali, ICMA-CM



City Attorney
Thomas Pepe, Esq.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

City of South Miami

Florida

For the Fiscal Year Beginning

October 1, 2019

Christopher P. Morill

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to **City of South Miami, Florida** for its annual budget for the fiscal year beginning **October 1, 2020**. To receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

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



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ACKNOWLEDGMENT

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

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

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

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PLANNING AND ZONING DIRECTOR
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John Reese (2000)



GUIDE FOR READERS

The Fiscal Year 2021-2022 Annual Operating and Capital Budget for the City of South Miami, Florida is intended to serve four purposes:

THE BUDGET AS A POLICY GUIDE

As a policy document, the budget serves to inform the reader about the organization and its policies. The budget includes organization-wide financial and programmatic policies and goals that address long-term concerns and issues, as well as its short-term financial and operational policies that guide the development of the budget for the upcoming year. This budget document details the services the City will provide during the twelve-month period from October 1, 2021 through September 30, 2022. The Departmental budget sections provide goals, objectives and activity reports for each Department.

THE BUDGET AS A FINANCIAL PLAN

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

THE BUDGET AS AN OPERATIONS GUIDE

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

THE BUDGET AS A COMMUNICATION DEVICE

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



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

HOW TO USE THIS DOCUMENT

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

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

Capital Improvement Program: A general description of the FY 2022 through 2026 Capital Improvement Plan along with the funding sources is found in this section.

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

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



CITY MANAGER'S BUDGET MESSAGE

July 28, 2021

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

ADOPTED CAPITAL AND OPERATING BUDGET FOR FISCAL YEAR 2021-2022



Dear Mayor, Commissioners, and Citizens:

In accordance with Article IV, Section 2 of the City Charter, I respectfully submit to you the Proposed FY 2021-22 Operating and Capital Budget for the fiscal year beginning October 1, 2021 and ending September 30, 2022. The Proposed FY 2021-22 Budget was prepared with no millage rate increase, using the millage rate of 4.3000. The purpose of this letter is to provide the Commission with an overview of the budget for Fiscal Year 2021-22.

BUDGET PREPARATION

The adopted budget provides a continuation of the core FY 2020-21 budget as the base for the budget for FY 2021-22 and the following budget indicates existing and new funding levels and priorities.

The FY 2021-22 Budget as presented here is based on the adopted millage rate of 4.3000.

The Certification of Taxable Value for FY 2021-22 was released by the County on July 1st and was approximately 1.70% higher than the prior year.

SIGNIFICANT EVENTS THIS FISCAL YEAR

One of the primary responsibilities of any government is the effective and efficient use of public dollars. The City of South Miami took several steps towards fulfillment of that obligation.

The City aggressively applied for and received approximately \$5 million dollars in funding and multiple grants to support numerous programs without requiring the use of additional taxpayer dollars. This included \$2.2 million from CARES Act, \$1 million dollars for a pedestrian bridge and \$500,000 for street improvements. Another \$600,000 was saved as the result of refinancing of City outstanding loan obligations.



The City also held the line on property tax rates. The City Commission voted not to increase the property tax rate over the previous year, and the City received a clean 2020 fiscal year audit from the City's independent accounting firm.

From solar energy to alternative transportation, the City of South Miami continued its leadership role in implementing environmentally conscience initiatives.

Solar panels are planned for the City's buildings including the Gibson-Bethel Community Center. Once installed, the panels will offset over twenty percent of energy consumption. The City also welcomed the Freebee shuttle service, providing free rides to SoMi's downtown, and reducing the number of cars on the streets.

Protected bike lanes were installed on SW 64th Street. The project was part of continuing efforts to enhance transportation and mobility choices. Sharrows were also installed across the City. Sharrows are pavement markings reminding drivers that bikers have the right to share the travel lanes.

Additionally, the City held a recycling event for electronics, reducing the number of electronic devices sent to local landfills.

The City of South Miami began several new initiatives to improve communication and keep residents better informed. In January 2021, the City launched a new bi-weekly electronic newsletter. The SoMi INSIDER is the only source for exclusive stories affecting the City, its residents, and visitors. The SoMi INSIDER features breaking news and general information.

The City also underwent an audit of its social media presence. Changes were made to improve communications on several platforms. The City rebranded itself with a uniform social media identity across multiple platforms including Facebook, Instagram, and Twitter. New, engaging content is now posting regularly, highlighting services and news from all City departments.

The City of South Miami continues to attract private sector development. The ribbon was cut on the Madison Square project, which includes retails space as well as 40 units of workforce housing.

Other projects during the year included the new pharmacy on SW 62nd Avenue south of SW 64th Street, the rehabilitation of the property at the corner of Red Road and Bird Road, one of the City's busiest intersections, and the mixed-use Edgewater SOMI project, which includes 16 units and 6,600 square feet of commercial space.

The "Winn Dixie" project also moved forward. The mixed-use project on SW 73rd Street and SW 59th Avenue will include 248 residential units and a 32,000 square-foot market.



The Planning Department completed an annexation analysis, and the City is pursuing an annexation application with Miami-Dade County for an area bounded by SW 80th Street, the SFWMD canal, SW 62nd Avenue and SW 67th Avenue.

The City launched several initiatives in response to the pandemic. These included small business grants to help close the gap created by the economic shutdown, food assistance, and vaccination clinics held at the Gibson-Bethel Community Center.

The City also provided assistance unrelated to the pandemic. Among them were mammograms, holiday toy drives, and providing free insulation to over two dozen homes.

The City also renewed its commitment to helping the future leaders of our community. The City Commission voted to dedicate \$10,000 to the Marshall Williamson Scholarship. The program is intended to encourage disadvantaged South Miami students who exhibit strong desires for self-improvement, and who wish to further their education past high school.

If you want a city to stand apart from its surroundings, a strategic step is implementing prominent gateway signage at major entry points.

The City is installing new placemaking signs designed to announce to visitors that they are entering a growing city with ever-growing state-of-the-art amenities. This visual rebranding inspires new residents and businesses to take part in that growth.

The City made progress or completed several park improvements projects:

- Installation of night lighting at the Dante Fascell tennis courts and parking lot
- Final design phase for Robert C. Welsh Jr. Park
- New pedestrian pathway around Fuchs Park
- Infrastructure and landscape improvements at Marshall Williamson Park
- New lighting for public art in Dante Fascell Park
- Design for new playground and fitness equipment at South Miami Park
- New safety surfaces installed in Dante Fascell, Fuchs, Murray, and Palmer Parks

The City continued to aggressively pursue ambitious capital improvement goals:

- Planning and design of a new Police Headquarters and Emergency Operations Center.
- Interior renovations at Gibson-Bethel Community Center, including all bathrooms and kitchen.
- Traffic calming speed table installation along SW 78th Street west of SW 62nd Avenue.
- Construction of roundabout at SW 69th Street and SW 63rd Avenue.
- Drainage improvements on SW 62nd Place between 58th Street and 60th Street.
- Drainage improvements on SW 61st Avenue between 74th Street and 76th Street.
- Citywide drainage cleaning, sidewalk repairs, and street resurfacing.



- Conducting a Citywide traffic study.
- New roofs for City Hall, Gibson-Bethel Community Center, and the Mobley building.
- Over 100 homes will be connected to Miami-Dade County water system.
- Study and design of pedestrian bridge over US-1 between SW 57th Avenue and SW 72nd street.
- Landscape improvements and road realignment at Sunset Drive between SW 62nd Avenue & US-1.
- Drainage improvements, new sidewalks, and new bike lanes on SW 62nd Avenue between US-1 and SW 80th Street.
- Installation of downtown parking signs.
- Completed the construction of a protected Bike Lane along SW 64th Street between SW 57th Ave and SW 62nd Ave.
- SW 62nd Ave Pedestrian & Bicyclist Mobility Enhancement Project from US-1 to 80th Street.

The City marked the passing of Vice Mayor Robert Welsh. A park was named for him. A section of SW 64th Court was dedicated "Bicycle Bob Welsh Court." The City's tree trust fund was also renamed in Vice Mayor Welsh's honor.

A weekly Farmers' Market is held in the City Hall parking lot. It is open every Saturday from 9 a.m. to 2 p.m. The market is operated by the Urban Oasis Project.

The City of South Miami is experiencing tremendous growth and redevelopment as people continue to recognize the unique "small-town" atmosphere of the "City of Pleasant Living." The City stands poised to lead by example in the next millennium. The Mayor, Commission, and City staff are committed to provide the citizens of South Miami exceptional constituent service.

RESPONDING TO THE GOVERNING BODY GOALS

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

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

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



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

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

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

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

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

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

GENERAL FUND REVENUES

Revenues in all municipalities typically increase and, at times, decrease, depending, upon their respective sources and the impact of various sectors of the economy and the Legislature’s changing philosophies on those sources. The City’s most significant revenue, ad valorem or property taxes, is also typically the revenue with the most significant change from year-to-year. For the upcoming fiscal year, considering the tax valuations are from 2020, our ad valorem revenues have seen a minor increase, helping to minimize the impact of the reductions from other important revenue streams still recovering from the effects of the COVID-19 pandemic. The City’s ad valorem revenues in this upcoming fiscal year will account for approximately 43% of the City’s yearly operating revenues. Therefore, as the ad valorem revenues change, so do the City’s operating revenues. The City’s ad valorem revenues for the past few years have been increasing slightly, which reflected the positive economic times, however, future development projects have stalled or been terminated, creating minimal New Construction values. Lack of development could have a negative effect on the City’s taxable assessed values, and in turn the City’s ad valorem future revenues.



THE SAVE OUR HOMES EFFECT

As stated earlier, the FY 2021-22 certified property tax roll for the City of South Miami reflects an approximate 1.70% increase in city-wide taxable values from the previous fiscal year. By default, that percentage is an “average” and, individual properties may experience more or less change in value than this average. In the case of long-time homesteaded properties, they may have a greater amount of increase due to the effects of Save Our Homes.

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

DOUBLE HOMESTEAD EXEMPTION

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

MILLAGE CAP ESTABLISHED

The millage rate (South Miami's share) is typically approximately 22 percent of the total yearly tax bill. In other words, of every dollar spent on taxes in South Miami, typically 22 cents goes to its City Government.

The Property Appraiser will mail required tax notices to all property owners in August, using proposed tax rates adopted by all taxing authorities in Miami-Dade County. Therefore, the millage rate of 4.3000 set at the July 6th City Commission meeting will be used in the notice and will be the millage rate used to calculate South Miami property taxes unless changed by the City Commission prior to or during its final budget meeting in September.



OTHER REVENUES

Due to COVID-19, and its steady recovery, the City is expecting a slight increase in retail and commercial businesses hence increasing the revenue amount collected for New and Renewals of Local Business Taxes.

SPECIAL REVENUE FUNDS

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

CAPITAL PROJECTS FUND

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

CARRYOVER AND RESERVES

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

EMERGENCY RESERVE FUNDS

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

When the City's Comprehensive Financial Report was issued for FY 1994-95, the Auditors recommended the creation of a Contingency Reserves Fund to be initially funded from the cash carryover balance in the General Fund. On July 29, 2008, the City of South Miami established Article V Section 2-47 entitled "Emergency Reserve Fund" under City Code of Ordinances 23-08-1958 as part of a Cash Management Policy requiring the City to maintain Emergency Reserves Funds no less than 10% of the operating budget. However, prior to FY 2012, when approximately \$1.75 million was set aside, the City did not have an actual fund established or funded. In 2014, the City Commission responded and created and funded the first true



Emergency Fund of 10% of the operating budget and therefore the Emergency Reserve Fund went from \$1.7 million to \$4.4 million in FY 2014 -2015.

The City hopes to continue maintaining the GFOA's recommended 25% of the City's annual budget amount and exceed it, for a total of \$6,314,074 on September 30, 2022.

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

CHANGES IN THE CITY WORKFORCE AND TOTAL PAYROLL

Effective October 1, 2016, and each year thereafter, eligible employees shall receive a cost of living adjustment (COLA), based on the Consumer Price Index - All Urban Consumers 12-Month Percent Change for the Miami-Ft. Lauderdale FL area (CPI) which shall have the effect of increasing the pay for each employee, unless the CPI is zero or is negative, which shall then have no decreasing effect on the employee's pay. The COLA increase salary adjustments shall not exceed 3 percent in any year. In FY 2021-22, employees, including Police Officers and Sergeants, are eligible to receive the COLA on October 1st. The Consumer Price Index- All Urban Consumers 12-Month Percent Change for the Miami-Ft. Lauderdale FL area, applicable to this current year is:

(Annual CPI 2020) October 1, 2021 – September 30, 2022 = .9%.

SUMMARY OF FINANCIAL ISSUES AHEAD

COVID-19 continues to be an ongoing concern. The effects COVID-19 will have on the overall economy are still unpredictable. Cases of COVID-19 have been diminishing and lives are beginning to see "Normal."

The City continues to monitor very closely inflation and fuel costs; both of which are important to the City and can have a major effect of on the City's operating expenses. Based on the US Energy Information Administration, the average fuel prices have increased by 28% from last year this same time.

The City Administration currently forecasts for FY 2021-22, as of July 28, 2021, a 3% overall revenue increase from the adopted FY 2020-21 forecasted revenues, providing a monetary increase of an estimated \$661,898. The overall revenue for FY 2021-22 forecast takes into account numerous estimated increases, state shared revenues being the largest.



Because of the above, the City of South Miami Administration focused on balancing fiscal year 2021-2022 operational expenses by staying within the 3% increase generated by the forecasted revenues, without increasing the millage rate and/or eliminating or reducing the current level of service provided to the City of South Miami residents. The City's FY 2021-22 operating expenses increased by 3%, when compared to FY 2020-21 forecasted expenses.

CONCLUSION

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

These continue to be unpredictable times that require careful and clear leadership and extraordinary courage. We thank the Mayor and City Commission for having those qualities, as we believe they have been reflected in this proposed budget. As always, your staff will endeavor to continue to provide the levels of services our community. We are grateful for your continued contributions to the budget development process. The confidence you hold in your staff makes it possible for us to provide the results our community deserves and expects. By working together, we have once again been able to craft a budget that addresses the priorities you have created for our community.

CLOSING

I wish to thank the Mayor and Commissioners for providing direction on a preferred future for the City of South Miami. I also wish to thank the entire staff for their professionalism and dedication. Finally, I would like to thank the excellent Budget and Finance Committee for the time, which they have volunteered to help evaluate FY 2021-22 proposed budget, and their valuable input, which has been reflected in this budget.

Sincerely,

Shari Kamali, ICMA-CM
City Manager



FY 2021-2022 CITYWIDE ACCOMPLISHMENTS

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

POLICE DEPARTMENT. PARTENERSHIPS WITH THE COMMUNITY PROVIDE TRUST.

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



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

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



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

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

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

The Department conducted active shooter training and practice situations at area schools, area hospitals, businesses, and City properties. This training program ensures that our Police are fully aware of situations that may occur at a moment's notice in areas and facilities that are not typical



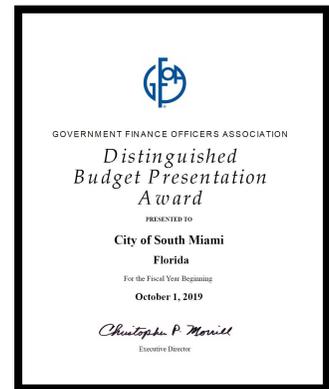
training locations. The Department continued to utilize online training systems to provide the latest in emerging trends. It is anticipated that by the end of the FY 2022 budget, all patrol officers will have completed Crisis Intervention Training (CIT) which provides officers with the tools needed to assist people in distress.

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

FINANCE DEPARTMENT ACCOMPLISHMENTS

The Finance department continued producing and posting online, before every second regular Commission meeting of the month, the City's monthly finance report. The Monthly financial reports are critical to keeping control and analyzing on a continuous basis the City's financial position.

The Finance staff also assisted the City Manager in the preparation of a balanced FY 2021 Annual Operating and Capital Budget, a massive work effort on which we have won Government Finance Officers Association (GFOA) prestigious awards for over the last 10 years.



Additionally, the department continued to produce the Comprehensive Annual Financial Report with auditors issuing no findings, for which we have won Government Finance Officers Association (GFOA) prestigious awards for over the last 10 years. The Popular Annual Financial Report (PAFR) was also produced and posted online. The PAFR's main purpose is to provide non-financial readers the opportunity to understand and be a part of the City's finances, on which we have won Government Finance Officers Association (GFOA) prestigious awards for over the last 10 years.

INFORMATION TECHNOLOGY DIVISION (ITD) ACCOMPLISHMENTS

The Information Technology Division, in response to the COVID-19 pandemic, has developed and enhanced the City's SharePoint site to better help the City's staff access all the City's files from anywhere where there is an internet connection. The division also provided Parks & Public Works departments direct connectivity to the County ITD Data Center. Other accomplishments include completing deployment of Microsoft Office 365 for all Police employees, upgrading the Finance Software to the latest version, establishing a website to allow for alarm registration and false alarm payments, as well as providing Code Enforcement the ability to work online while out on the field.



PROCUREMENT DIVISION ACCOMPLISHMENTS

As the City transitioned to working from home at the beginning of the COVID 19 pandemic, Procurement moved the solicitation process from receiving hard copy paper submittals to electronic on-line submittals through the DemandStar Electronic Bid System (E-Bidding). DemandStar is an on-line subscriber service that connects business with government. The DemandStar platform provides an instant way of connecting with more suppliers, post and receive bid responses electronically and manages quotes and solicitations. DemandStar offers a free service to browse solicitations that are posted by all government members and has paid subscriptions that can match particular business needs. The service for the City and all government members is free of charge.

The City continues to post solicitations on the City's website that include the submittal instructions for E-Bidding. The City's website also provides a "Notify Me" feature that sends alerts, via text or email, to subscribers when formal solicitations are posted on the website. Using both the City's website and DemandStar ensures the City's solicitations are receiving adequate exposure to the local, state and national markets. Another benefit to E-Bidding is the elimination of multiple paper copies of each submittal received. Currently, Procurement, City Clerk and the originating department have access to all electronic files for a particular solicitation.

As the City transitioned from in-person meetings to virtual, the bid process followed suit. All Bid Openings, Pre-bid and Selection Committee meetings are now conducted virtually. These virtual sessions can be conducted remotely and are more convenient for bidders and staff.

Successfully issued and completed 24 competitive Bids for goods and services, Requests for Proposals (RFP's) and Quotes without incurring a single bid protest. Two major solicitations were issued that will have a positive impact on the City for years to come; "Pedestrian Design Services," and "Architectural & Engineering Services for a New Police Headquarters," in addition, Procurement issued 200 Purchase Orders in support of required goods and/or services for City operations.

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



PERSONNEL DIVISION

The Personnel Division navigated payroll changes prompted by the CARES Act for first responders, accommodated staff requests for leave and FMLA associated with the COVID-19 pandemic, and prepared for updates to union contracts as a result of negotiations this fiscal year. The Personnel Division continues to utilize the employment portal, which has streamlined the process for posting and filling open positions, including volunteer positions for summer programs.

Although the COVID-19 pandemic resulted in the cancellation of the City's annual Wellness Fair for the second year in a row, the Personnel Division continued to provide several wellness initiatives and competitions aimed at engaging employees and motivating them to monitor and improve both their physical and mental health as well as providing resources for confidential employee assistance. The Personnel Division also continued to monitor and revise the City's Return-to-Work guidelines in compliance with CDC, OSHA, State, and Local health and safety guidelines to ensure the safety of both employees and residents alike. Additionally, The Personnel Division ensures the City participates and fully complies with the Florida Drug Free Workplace Program, which ultimately aids in the reduction of insurance costs.

The Personnel Division creates and distributes a monthly employee newsletter that aids in allowing for widespread communication as well as boosting employee morale and continues to review and update the Employee Policy and Procedures Manual as needed by state and federal mandates.

PUBLIC WORKS AND ENGINEERING DEPARTMENT ACCOMPLISHMENTS

ENGINEERING AND CONSTRUCTION DIVISION

NPDES Permit

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



Grants

Public Works coordinated with the City Manager's office and provided technical support for the application of several grants.

Stormwater Drain Cleaning

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



Traffic Calming SW 78th Street west of SW 62nd Avenue

A traffic study report revealed the necessity for a traffic calming device to convey speed reduction and safety. A survey was sent to residents for their concurrence and based on its approval the City completed the construction of the traffic calming speed table.

Road Pavement Reduction at SW 69th Street & 63rd Court and SW 69th Street & 63rd Avenue

Completed the installation of a new roundabout at the intersection of SW 69th Street and 63rd Avenue and reduced the amount of pavement at the radii of SW 69th Street and SW 63rd Court to reduce the speed of vehicles making high speed turns.



Citywide Comprehensive Traffic Study

A consultant was hired to evaluate Citywide traffic concerns from residents on speeding and cut through traffic in City neighborhoods. The study will develop data and propose concepts whose major goals are to improve the City's resident quality of life and negative impacts of motor vehicles. The Citywide process will also enable public involvement, and study recommendations will be assembled in a written report identifying the City traffic circulation issues and the alternatives which can minimize the impacts. Due to the impact of COVID-19 the study was delayed until school resumed.

Drainage Improvements at SW 62 Place between SW 58th Street and SW 60th Street

Potential flooding areas were identified and prioritized in the Stormwater Master Plan (SMP) as well as reported by residents. The design was completed, and construction started in the last quarter of FY21 on this drainage improvement project.





Drainage Improvements at SW 61st Avenue between SW 74th Street and SW 76th Street

Potential flooding areas were identified and prioritized in the Stormwater Master Plan (SMP) as well as reported by residents. This location was reported by businesses in the area. The design was completed, and construction started in the last quarter of FY21 on this drainage improvement project.

SW 64th Street Bike Lanes

Completed the construction of a protected Bike Lane along SW 64th Street between SW 57th Avenue and SW 62nd Avenue, a Miami Dade County CDBG/ PHCD grant funded project. The project included buffered bike lanes, landscaping, signage, pavement marking and resurfacing. This project is part of a continuing effort to enhance the transportation system and mobility choices for the residents and visitors to the City of South Miami as identified in the South Miami Intermodal Transportation Plan (SMITP). The SMITP was completed in early 2015, with a focus on pedestrian safety and mobility.



SW 62nd Ave Pedestrian & Bicyclist Mobility Enhancement Project (LAP)



Completed the construction of the project. This project consists of design and construction of on-road and off-road trail facilities for pedestrian, bicyclists, and other non-motorized forms of transportation including sidewalks and bicycle infrastructure as well as provided a drainage system and performed signalization modifications. This project received Transportation Alternative Program (TAP) Grant through the FDOT/Miami-Dade Metropolitan Planning Organization.

Sidewalk Repairs:

An extensive inspection of sidewalks was conducted to identify cracks or broken sidewalks. Repair and Replacements were completed to remove tripping hazards along sidewalks throughout the City.



Road Resurfacing and Reconstruction

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

Road resurfacing was performed at the following locations:

- Road Resurfacing - SW 78 ST (58 AVE to 62 AVE)
- Road Resurfacing - SW 67 CT (79 ST to 80 ST)
- Road Resurfacing - SW 75 TER (67 AVE to 68 AVE)
- Road Resurfacing - SW 74 ST (67 AVE to 68 AVE)
- Road Resurfacing - SW 62 CT (64 ST to 68 ST)
- Road Resurfacing - SW 61 TER (65 AVE to 67 AVE)
- Road Resurfacing - SW 61 ST (65 AVE to 67 AVE)
- Road Resurfacing - SW 62 ST (59 CT to 62 AVE)
- Road Resurfacing - SW 58 ST (60 AVE to 62 AVE)
- Road Resurfacing - SW 52 TER (65 AVE to 67 AVE)
- Road Resurfacing - SW 49 TER West of SW 65 AVE
- Road Resurfacing - SW 43 ST West of SW 62 CT
- Road Resurfacing - SW 64 PL North of SW 56 ST



Citywide Bikeway Greenway Sharrows

Completed the construction of installation of pavement marking symbols to alert motorists to the expected lateral placement of bicyclist within the shared lane and encourage safer passing behaviors. This project is part of a continuing effort to enhance the transportation system and mobility choices for the residents and visitors to the City of South Miami as identified in the South Miami Intermodal Transportation Plan.

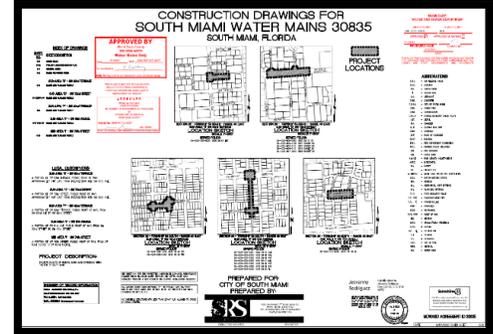


City Hall New Roof

The City awarded a contract to remove the existing old and install a new roof at City Hall. The contractor provided a 15-year manufacturer warranty and obtained the permit through the City Building Department. The existing roof was approximately 18 years old and was experiencing damage due to numerous leaks. The useful life of the roof was exceeded, and the roof was deteriorating daily.

Water and Sanitary Sewer Master Plan

South Miami completed the design and prepared construction drawings for the water main extensions and installation of new water meter services as recommended in the City of South Miami Sanitary Sewer Master Plan dated November 7, 2016. The City applied to the Environmental Quality Control Board (EQCB) for a time extension from 90 days to 5 years to connect. Construction is anticipated to start on the last quarter of 2021.



Citywide Directional Street Signs Replacement

The installation of the new street signs is completed and as a result of this there is a much clearer indication of street names and identification or branding effect for the City, as the signs include the new City logo. Work is on-going to upkeep and replace damaged signs throughout the City.

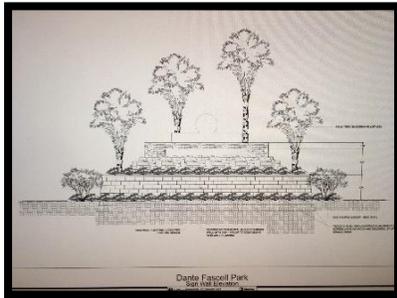
Pedestrian Bridge Study Over US-1 and SW 71st Street

A Feasibility study was completed and after several meetings with the Miami-Dade County Department of Transportation and Public Works (MDC-DTPW) Transit Division and the Florida Department of Transportation District 6 it was concluded the preferred alternative based primarily upon the findings of the pedestrian study is located at the intersection of US-1 and SW 71st Street. A grant application was submitted to FDOT and a Consultant was awarded a contract to finalize the design and develop construction drawings and specifications. This Project will achieve a safe, elevated route for non-drivers to travel between the Northwest and Southeast sides of US-1, thus providing greater connectivity and promoting pedestrian safety.



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

The median along SW 84th Street between SW 57th Avenue and SW 59th Avenue contains invasive bottle brush trees that are not consistent with existing Poinciana trees. A design was completed, and construction will start to provide a landscape theme to replace the bottle brush with Poinciana trees and groundcover under the existing Poinciana trees.



City Gateway Monument Welcome Sign

The City awarded a work order to a Consultant for design and to develop construction drawings for the installation of an Entry Gateway Sign at Dante Fascell Park. Construction is anticipated to start on the last quarter of 2021.

City Welcome Signs

The City awarded a contract for the design, manufacturing and construction of smaller Gateway Entry prototype signs to be installed throughout the City at key entry points.



Manor Lane Roadway and Sidewalk

The residents of the Manor Lane neighborhood have requested pedestrian connectivity by installing a new sidewalk along Manor Lane. A Pedestrian Feasibility Study was completed on September 2019 and the City is in the process of finalizing the design to provide a new sidewalk along the South East Side of Manor Lane from 6340 Manor Lane to the intersection of SW 79th Street and SW 66th Avenue, and along SW 66th Avenue from SW 79th Street to SW 80th Street.



Citywide Striping

Striping of faded and/or worn away areas was performed throughout the City to upgrade and improve visibility and safety.



Sunset Drive Road Modifications West of 61st Court & Landscape from US-1 to 69th Avenue

Completed the construction of the roadway alignment along Sunset Drive west of SW 61st Court to straighten the roadway and to improve the landscape within the limits of the project.



Solar Panels for City Facilities

The City awarded a contract to a Design-Build firm to provide turnkey services for the design, permitting, supply, and installation of rooftop grid-tied photovoltaic systems and related materials at the Bethel Gibson Community Center and to the Mobley Building by a licensed solar installer for commercial properties.



Downtown Improvements Sunset Drive from US-1 to SW 57th Avenue



A Consultant was hired to develop a design and prepare necessary construction drawings to provide shade trees and improve the landscape within the limits of the project as well as provide minor traffic operational improvements. The project was halted in an effort to implement a complete street design. A truck and parking study were completed but the businesses did not approve the parking study. The irrigation and electrical improvements were also incorporated into the project; however, the design is moving forward without the parking and truck modifications.

Downtown Parking Signs

The City completed the installation of trailblazing / directional signs throughout the Downtown area to guide residents and visitors to the Municipal Parking Garage.



New Police Headquarters and Emergency Operation Center

The City awarded the first phase to develop a conceptual design for a new Police Department Headquarters and Emergency Operations Center to be located at the City's Old Inspection Site, 5890 SW 69th Street.

BUILDING MAINTENANCE

Parks Facilities Improvements

Building Maintenance made several improvements in Parks Facilities including installing new retro-fixed LED lamps on the exterior of the Community Center, adding additional landscaping lights at Fuchs Park, improving the Fuchs Park restroom, and assisting in the installation of the new roof for the Mobley Building.



City Hall and Police Department Improvements

Some of the Improvements made to City Hall and the Police Department include the installation of a new air conditioner that covers the Finance and City Clerk offices, additional lighting in the City Hall parking lot, and repairing walls and painting the Human Resource Department offices.



Downtown Improvements

Building Maintenance completed electrical repairs of all the GFI outlets in the Downtown Area for the Downtown tree aesthetic lighting project. The staff continues to monitor the outlets due to weather, vandalism and other electrical issues which may trigger them to shut off or require repair.



SOLID WASTE

In order to maintain great service to our residents, the Solid Waste staff has been cross trained in the use of a garbage truck, crane, and sweeper to serve as back up and assist in the event of an emergency or natural disaster. As part of preventative maintenance activities, the Solid Waste department also continues repairing trash holes twice per week and continues tree pruning projects throughout the City in response to residents' concerns, addressing safety issues, and in preparation for the storm season. Other accomplishments include assisting Code Enforcement with reducing illegal dumping throughout the City and replacing damaged garbage bins.



STREETS AND LANDSCAPING

The Streets and Landscaping division made the following improvements throughout the city:

- Maintained sidewalks throughout the City to remove trip hazards, and harmonized sidewalks with existing swale elevations.
- Repaired potholes to reduce hazards.
- Completed inspection of the City's Storm Water System as required by the NPDES Storm Water Permit.
- Completed tree pruning throughout the City.
- Coordinated and assisted our storm drain cleaning company with the cleaning of storm water drains and pipes as result of inspections.
- Conducted cleaning of inlets using sweeper/vac truck.
- Removed existing landscaping and replaced with new landscaping and trees.



Downtown Beautification Project

In an effort to beautify the City's Downtown area, the following tasks were completed:

- Replaced all existing Holiday lighting in trees on 72nd Street through 73rd Street & Dorn Ave.
- Trimmed all trees in the Downtown Area for visibility of Downtown lighting system.
- Installed Holiday banners and Holiday sound system to play Holiday music throughout the Downtown area.
- Continued with our established program to maintain South Miami's Downtown and other areas clean by pressure cleaning to remove graffiti and gum.
- Assisted with the installation of the Downtown lightings system and performed monthly inspections.
- Applied mosquito dunks to drains throughout the City.



Citywide Beautification Project

In an effort to beautify the City of South Miami the following tasks were completed:

- Assisted with installation of bike lane on 62nd Ave by cleaning trees so cyclists are free of hazard.
- Installed replacement planting in as needed areas on US-1.
- Installed pedestrian crosswalk signs at crosswalk areas.

Beautification of City Parks

Streets & Landscaping assisted on beautification of Fuchs Park, Dante Fascell Park, and Jean Willis Park. The following tasks were completed:

- Assisted with the sod and mulch of Ludlam Glades project.
- Assisted with sod and dirt at the dog park.
- Trimmed trees and removed debris from Dante Fascell Park.

MOTOR POOL DIVISION

Motor Pool staff has attended several repair and maintenance trainings concerning the City's fleets. Their continued evaluation of fleet inventory and performing preventive maintenance has ensured that vehicles are operating at maximum capacity. Preventive maintenance is conducted regularly on City equipment and vehicles, including city generators, heavy duty trucks, and police vehicles. The purchase of new tools and equipment also enabled staff to make necessary repairs effectively and efficiently to vehicles and heavy equipment in house.



PARKS AND RECREATION DEPARTMENT ACCOMPLISHMENTS

PARKS CAPITAL IMPROVEMENT PROJECTS

Vice Mayor Robert C. Welsh Park

The City purchased property located at 7435 SW 66th Ave in September 2019 for the purpose of converting the lot into a neighborhood pocket park. This capital project involved the total demolition and clean-out of the existing one-story C.B.S. building structure, including concrete covered area, pavers, private asphalt driveway, and wooden observation platform/deck in the rear. New ground cover sod was installed, and a new commercial aluminum fence system was erected along the east boundary line.

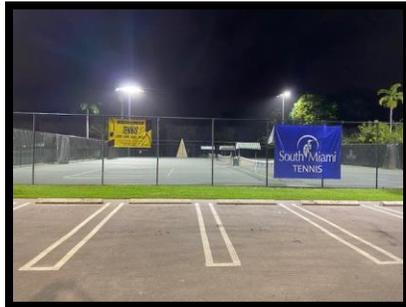


Gibson-Bethel Community Center and Marshall Williamson Mobley Building

A new roof was installed at the Marshall Williamson Mobley Building due to general wear-and-tear damage and water intrusion.

Dante Fascell Park

To better meet the needs of residents and frequent visitors at Dante Fascell Park, staff completed the construction of a new LED lighting system over the existing six (6) tennis clay courts, new parking lot lighting, and two (2) new service gates on the south and north entry/exit approaches at the parking lot.



Fuchs Park Pedestrian Pathway

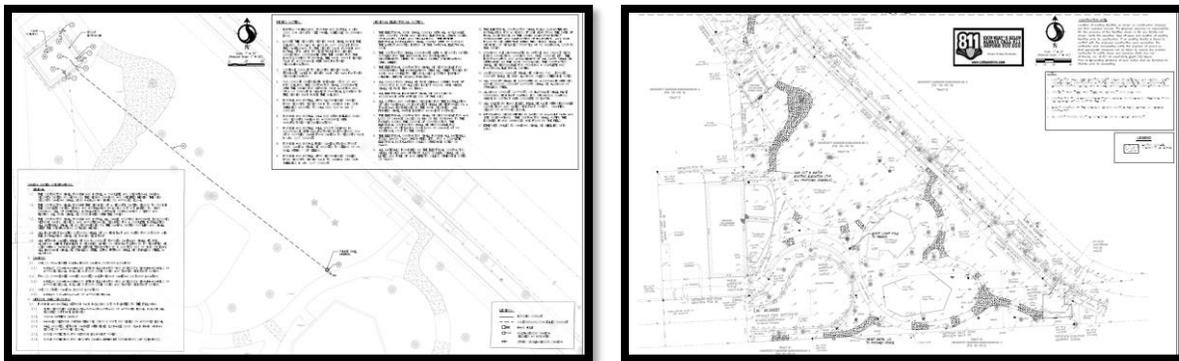
This capital improvement project entails the construction of a new, walking loop—curvaceous pedestrian pathway/trail (asphalt) along the perimeter of the pond at Fuchs Park, two (2) lookout spaces featuring a retaining wall and railing, one (1) polygon prefab shelter, and ADA access improvements to existing restroom facilities.





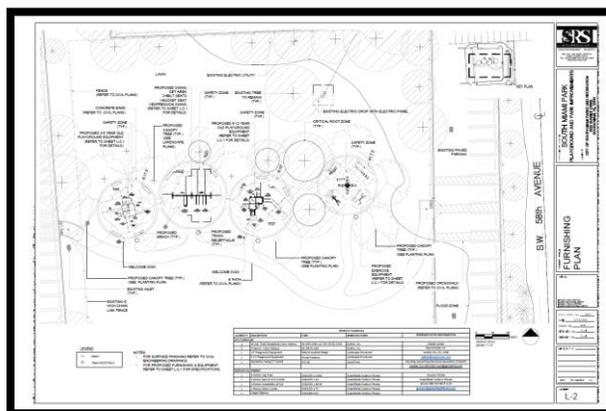
Marshall Williamson Park – Infrastructure, Safety & Landscape Improvements

The City received a block grant to assist in funding a slate of park infrastructure, safety, and landscape improvements at Marshall Williamson Park. Park improvements entail a new emergency call box for automatic connection to emergency response, multiple security cameras at the park, corrective tree pruning to improve visibility to and through the park, removal of diseased or dead trees (3), sidewalk repairs/improvements within the park, new tennis benches and dugout cover improvements, and a new 26 linear foot ADA sidewalk extension from the existing right-of-way walkway to tennis court area.



South Miami Park – Park Design

The City has completed A/E project design for new playground and fitness structures and anticipates construction commencing during fiscal year 2022. The proposed park improvements entail demo of the existing rock-filled-in pool area and support facilities; site restoration; new swings, playground and outdoor fitness structures; poured-in-place rubber safety surface; tree improvements; ADA and pedestrian access stripping improvements, as well as concrete sidewalk access to new amenities.





RECREATION PROGRAMS & ACTIVITIES

Aquatics

In partnership with iSwim Academy, the Department offered both group and private lessons to swim classes. Classes were offered at various times throughout the spring, summer and fall seasons. In addition to swim lessons, certified and experienced fitness instructors taught Aqua Fitness class three (3) days a week throughout the summer.

Youth Programs

The Afterschool Program maintained its Department of Children and Families ('DCF') Childcare License. Program staff completed forty (40) hours of DCF required training and maintained ten (10) hours of CEU's while the program complied with all DCF rules and regulations for quality of care.

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

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

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

The department offered a recreational and educational summer camp for youth in Kindergarten through 6th grades. In an effort to operate in a safe and responsible manner, the department followed recommended guidelines from the Center for Disease Control and Prevention (CDC), American Camp Association (ACA), National Recreation and Parks Association (NRPA), and Florida Recreation and Parks Association (FRPA).

In addition, the department partnered with Avenues of Excellence, Inc. to offer a free summer camp to young ladies in grades 6th through 8th grades. This summer camp focused on social skills, building confidence, etiquette, and providing fun and unique opportunities for community youth.

Silver Sneakers

Continued to safely offer Silver Sneaker fitness memberships, complimenting the already existing fitness classes at the Gibson-Bethel Community Center. Chair aerobics and strength and balance classes are offered two (2) days a week at 11:15 AM. Silvers Sneakers classes promote health and wellness and are free for Silver Sneakers members.

STEM Program

Offered free, virtual STEM (Science, Technology, Engineering and Mathematics) Wonder Workshops, then safely in-person workshops at the Gibson-Bethel Community Center. These workshops were open to children ages 5 to 10 and focused on different disciplines of engineering.



Youth Sports

This year the department opened participation in youth soccer, basketball, baseball, flag football, tackle football and cheerleading. All programs safely operated both practices and competitions.

Tennis

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

Senior Center

In cooperation with Miami-Dade County, the department delivered one-hundred and twenty-five (125) meals each Monday throughout the COVID-19 pandemic to senior citizens who reside in South Miami. Meal deliveries included enough food for a week from prepared meals and canned goods to fresh fruits and vegetables. The Senior Plaza reopened on Monday, June 21, 2021.

SPECIAL EVENTS

Scare Street and Street – October 30, 2020

Due to the cancelation of Safe Streets Halloween, the Parks and Recreation Department in partnership with the South Miami Police Department, Public Works Department, South Miami Hospital, Miami Kids Magazine, and other local businesses, coordinated the first-ever Halloween drive-thru event. Things got a little spooky at Murray Park as we offered residents an exciting drive-thru experience with live entertainment & decorations from the safety of their cars. In addition, participants received goodie bags and lots of sweet treats.



State of the City – November 12, 2020

With reduced attendance by 50% due to social distancing regulations, Mayor Sally Philips delivered her first State of the City Address at the South Miami Hospital, Victor E. Clark Center. Food, refreshments, and giveaway items were provided at the event.

Turkey Drive – November 19 – 20, 2020



In collaboration with Interval International, Somerset Academy, Girl Scout Troop #252 and South Miami Hospital, the Parks and Recreation Department held its annual Turkey Giveaway. Together, over two hundred fifty (250) families received all the items needed to enjoy a full Thanksgiving meal plus a gift card to purchase a turkey.

Freebee Ribbon Cutting – December 3, 2020

The City of South Miami in partnership with Freebee held a ribbon cutting ceremony to launch the city’s free, on-demand transit service. Freebee now provides door-to-door transportation to all areas within South Miami.



Toy Giveaway – December 21, 2020

From action figures and dolls to board games, craft kits, legos, sports toys, and more – the Parks and Recreation’s partners Interval International and Chamber South distributed approximately 300 toys for local South Miami youth at this year’s annual Toy giveaway. Residents pre-registered for this year’s event and each child was able to select a toy to call their own.



Family Dollar Ribbon Cutting – January 28, 2021

In celebration of its grand opening, Family Dollar along with the Blue Water RE LLC, and the City of South Miami hosted its official Ribbon Cutting Ceremony at the new Madison Square property located at 6443 SW 59th Place, South Miami, FL 33143.



Vice Mayor Robert Welsh Memorial – March 3, 2021



In memory of Vice Mayor Robert Welsh, the City of South Miami held a memorial service at the newly named Vice Mayor Robert C. Welsh Jr. Park. The service included several beautiful tributes and words of admiration shared by residents, families, and colleagues.

64th Street Protected Bike Lanes Ribbon Cutting – March 4, 2021

To celebrate the City of South Miami’s newly completed protected bike lanes, the City of South Miami hosted a Ribbon Cutting Ceremony along SW 64th Street. After the ceremony, participants enjoyed a short bike ride along the new bike lanes that run in both directions from 62nd Avenue to 57th Avenue.



Arbor Day – April 30, 2021

The Parks and Recreation Department, South Miami Garden Club and local volunteers celebrated its annual Arbor day event by planting three (3) trees and mulching a right-of-way open space area at SW 62nd Court and 42nd Terrace. Participants were served refreshments after gathering for a tree and bench plaque dedication in honor of Vice Mayor Robert C. Welsh.

Cinco De Barko – May 8, 2021

In celebration of Cinco De Mayo, families loaded up their four-legged, furry friends and brought them to the South Miami Dog Park. Furry participants enjoyed dog treat margaritas, photo ops, pet vendors and giveaways.



Parks & Recreation Month – July 2021

Since 1985, people in the United States have celebrated Park and Recreation Month in July to promote building strong, vibrant, and resilient communities through the power of parks and recreation, and to recognize the more than 160,000 full-time park and recreation professionals—along with hundreds of thousands of part-time and seasonal workers and volunteers—that maintain our country’s local, state and community parks. In observation of July’s Parks and Recreation Month, the City’s Parks and Recreation Department is hosted a series of activities and events on Saturday, July 3rd, 10th, 17th and 24th at multiple City parks.



Back-to-School Giveaway - August 2021

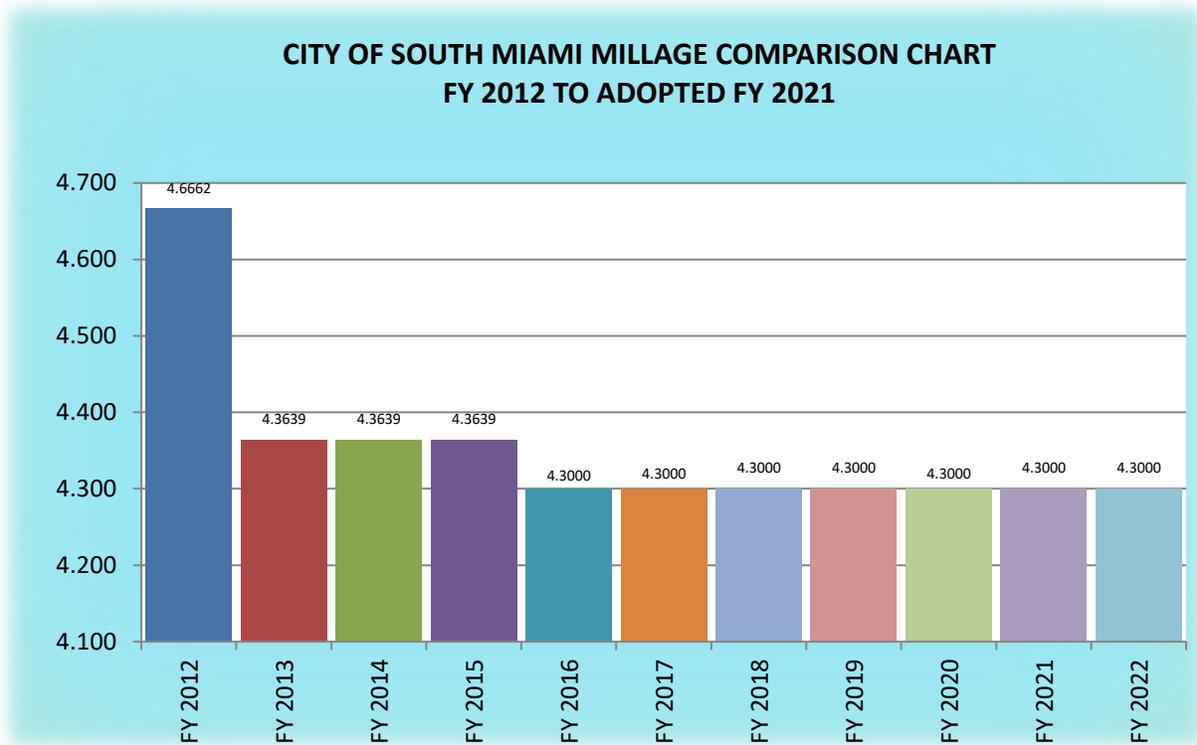
The annual backpack giveaway was held at Murray Park and over 250 students received bags and supplies for a successful school year. Parks and Recreation staff along with the South Miami Police Department assisted with traffic control, checking IDs, and distributing school bags and supplies. One bag was distributed to each child in attendance for students in Pre-k through 12th grade.



GENERAL FUND BUDGET SUMMARY

GENERAL FUND EXPENDITURES

At the July 6, 2021, City Commission Meeting, the Commission adopted the ceiling rate of 4.3000 mills per \$1,000 of the taxable value, however at the Final Budget Hearing an official rate will be adopted. Below please find the historical data of the City’s millage for the past 10-years.



The **average taxable homestead residential value** in South Miami as of July 1, 2021, is \$319,281. At the TRIM advertised millage rate set at 4.3000 mills, the average property would be responsible for approximately \$1,373. This represents an increase of \$146 or approximately forty cents per day, when compared to last year. The City portion of an average tax bill for a South Miami residential property is approximately 21%.

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



The information contained in this budget provides a level of financial detail for the Commission and the public in order to provide a clear vision and openness to the budgetary process. Please find a list of the specific expense items by Department and Division, taken together for FY 2021-22.

**CONSOLIDATED ITEMS DETAIL
BY DEPARTMENT FOR FY 2021-22**

DEPARTMENT	F/T 1210	P/T 1310	FICA 2110	HEALTH 2310	W/C 2410	FUEL 5230	PEN 2210	ICMA 2220	AUTO 4515
CITY COMMISSION	62,000	0	4,743	42,314	186	0	0	0	0
CITY CLERK	193,404	0	14,795	25,389	580	0	12,148	4,089	0
CITY MANAGER	429,471	0	32,855	39,789	1,288	500	53,938	0	500
FINANCE DEPART	413,427	0	31,627	42,314	1,240	1,500	37,208	0	3,084
PROCUREMENT DIV	134,161	0	10,263	16,926	402	0	12,074	0	0
PERSONNEL DIV	64,970	0	4,970	8,463	195	0	5,847	0	0
BUILDING DEPART	193,425	180,657	28,617	25,389	6,217	1,204	13,244	3,239	767
PLANNING DEPART	293,708	0	22,469	33,852	881	125	26,434	0	477
CODE ENFORCE	262,843	0	20,107	33,852	10,875	2,058	23,584	0	3,500
PW OFFICE OF DIR	31,602	36,275	3,663	8,463	144	0	0	2,212	0
PW BLDG. MAINT.	105,740	0	8,472	16,926	5,474	0	9,931	0	0
PW SOLID WASTE	333,451	0	27,390	67,703	29,086	0	29,849	0	0
PW STREETS MAINT.	244,914	0	20,649	50,777	27,090	0	20,119	2,798	0
PW MOTOR POOL	153,574	0	12,054	25,389	5,461	150,000	14,128	0	50,000
PW ENG. & CONSTR	165,201	0	12,638	16,926	494	0	9,202	4,379	0
POLICE	4,205,650	30,000	354,421	472,531	121,384	133,383	400,178	24,862	74,557
PARKS & REC	423,488	0	32,397	50,777	19,057	9,378	36,295	0	8,357
PARKS - TENNIS	132,776	41,477	13,330	16,926	7,841	0	0	9,294	0
COMM CENTER	193,572	246,837	33,691	42,314	19,818	0	6,737	8,310	0
PARKS LAND MAINT	137,426	0	10,819	25,389	6,166	8,047	12,692	0	1,233
COMM POOL	0	52,075	3,984	0	771	0	0	0	0
TOTAL FY 2022	8,174,803	587,321	703,954	1,062,409	264,650	306,195	723,608	59,183	142,475
BUDGETED FY 2021	8,077,835	525,218	686,533	1,023,553	258,049	306,178	694,919	77,688	142,475



PROPERTY TAX INFORMATION

The Miami-Dade County Property Appraiser certified the Taxable Value within the City of South Miami at \$2,108,476,491. This valuation represents a 1.7% increase from the FY 2020-21 level of \$2,073,136,890. This is due primarily to the increase in value of properties. Below please find a detailed breakdown of the City's new taxable values by use type.

PROPERTY TYPE	2021 COUNT	2021 TAXABLE VALUE	2020 COUNT	2020 TAXABLE VALUE
SINGLE FAMILY	2,868	1,036,054,012	2,860	968,506,983
CONDOMINIUM	781	129,003,504	781	126,287,102
MULTI FAMILY	92	187,714,803	93	177,326,819
COMMERCIAL	631	600,838,108	641	632,603,259
INDUSTRIAL	27	15,651,238	27	14,838,265
AGRICULTURE	2	1,858,307	2	1,831,352
VACANT LAND	214	56,435,043	220	53,945,186
INSTITUTIONAL	35	8,615,039	35	9,082,736
GOVERNMENTAL	55	43,470	46	497,674
OTHER PROPERTIES	13	940,966	12	14,617,739
REAL ESTATE PARCELS	4,718	2,037,154,490	4,717	1,999,537,115
PERS PROP & CENT ASSD		71,322,001		73,599,775
ALL ASSESSED PROPERTY		<u>2,108,476,491</u>		<u>2,073,136,890</u>

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

The City experienced an overall assessed real property value increase of \$37,617,375 or 1.88%. This total is the actual assessed taxable value for 2021.

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



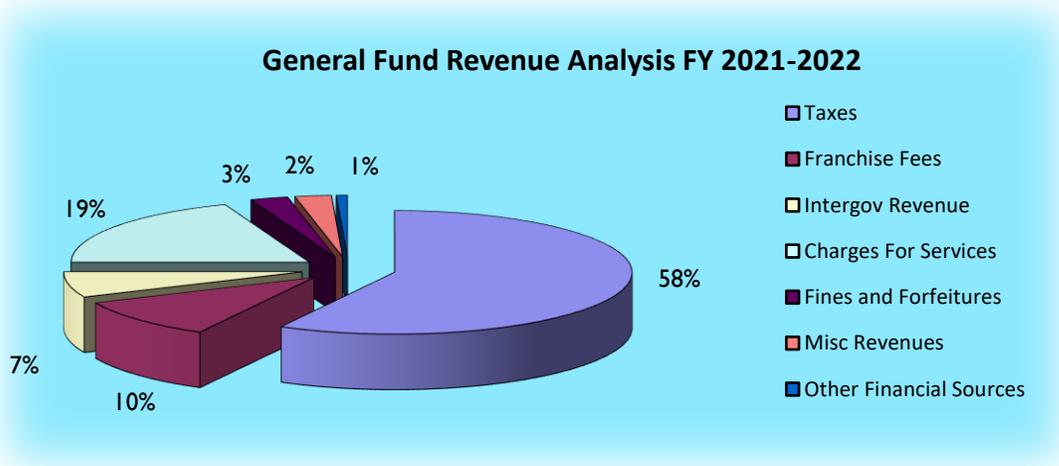
-\$2,277,744 or -3.09% when comparing the asset value of fiscal year 2021-2022 and fiscal year 2020-2021.

The increase in property valuations specifically from construction within the current 2021 year is \$17,767,669 which represents an increase from the previous year of \$14,879,823 or 19.41%.

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

CITY OF SOUTH MIAMI GENERAL FUND REVENUES

The City of South Miami’s estimated General Fund Revenues for FY 2021-2022, as provided in the proposed budget is \$19,841,794 In addition, the City’s General Fund has \$151,008 in transfer-in from other funds, in aggregate Fiscal Year 2021-2022 total revenue amount is \$19,992,802. A breakdown of the general makeup of the City’s General Fund Revenues is presented below.



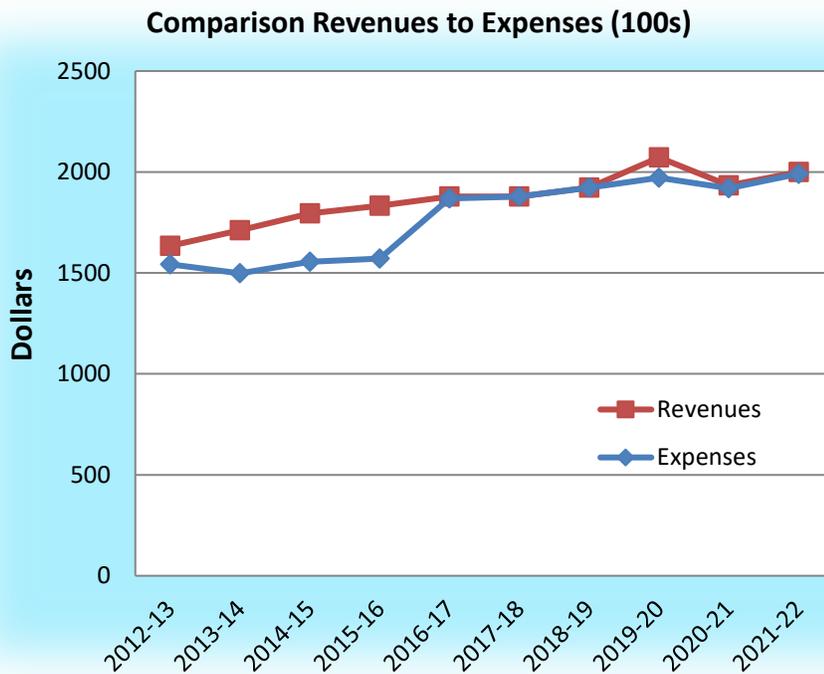


GENERAL FUND SUMMARY
FY 2021-2022

DEPT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 18/19	ACTUAL FY 19/20	BUDGET FY 20/21	ESTIMATE FY 20/21	ADOPTED FY 21/22
BEGINNING FUND BALANCE		6,451,960	6,849,154	8,241,311	8,241,311	8,649,690
	TAXES	10,156,538	10,404,907	11,136,460	11,379,551	11,554,426
	PERMIT, FEES AND SPECIAL ASSESMTS	1,760,737	2,266,913	2,394,500	2,107,500	2,083,500
	INTERGOV REVENUE	1,464,252	2,873,860	859,268	2,004,962	1,355,205
	CHARGES FOR SERVICES	4,157,848	3,358,574	3,766,878	3,752,229	3,845,160
	FINES AND FORFEITURES	513,984	438,671	502,000	465,000	511,000
	MISCELLANEOUS REVENUES	735,364	829,638	520,790	744,722	492,503
	TOTAL	18,788,723	20,172,563	19,179,896	20,453,964	19,841,794
OTHER FINANCIAL SOURCES		285,965	2,262,442	150,000	150,000	151,008
DEPARTMENTS						
1100	CITY COMMISSION	112,013	115,152	138,100	138,100	140,368
1200	CITY CLERK	347,336	423,326	456,883	473,575	464,725
1500	CITY ATTORNEY	299,543	338,452	382,310	382,310	384,851
1310	CITY MANAGER	732,100	892,241	915,947	831,054	960,241
1410	FINANCE DEPARTMENT	1,165,994	1,115,429	1,301,539	1,206,654	1,292,463
1340	INFORM. TECH. DIVISION	347,139	522,982	540,989	518,970	566,043
1320	PROCUREMENT DIVISION	235,860	242,834	258,182	246,951	270,908
1330	PERSONNEL DIVISION	720,381	508,727	661,340	597,434	666,285
1610	BUILDING DEPARTMENT	515,063	531,202	466,878	470,835	474,619
1620	PLANNING DEPARTMENT	538,578	472,028	507,069	497,104	610,241
1640	CODE ENFORCEMENT	339,778	353,782	391,008	376,318	397,204
1770	PW-OFFICE OF DIRECTOR	76,931	84,749	91,527	66,852	91,609
1710	PW-BLDG. MAINT.	369,799	391,919	507,129	449,992	473,373
1720	PW-SOLID WASTE	1,158,343	1,260,134	1,398,400	1,367,081	1,475,979
1730	PW-STREETS MAINT.	632,760	602,846	654,238	679,347	702,177
1760	PW-MOTOR POOL	501,084	432,975	585,959	585,654	592,636
1790	PW-ENG. & CONSTR.	187,013	190,902	224,289	213,946	225,775
1910	POLICE	6,159,350	6,562,701	7,072,308	6,687,356	7,354,831
2000	PARKS & RECREATION	692,708	612,895	820,752	724,015	878,380
2010	TENNIS	335,313	317,062	433,941	385,764	498,274
2020	COMMUNITY CENTER	612,312	502,404	640,480	519,340	652,228
1750	LANDSCAPE MAINT.	502,854	479,933	506,513	464,113	496,838
2030	COMMUNITY POOL	113,286	58,997	131,907	112,859	131,470
2100	NON-DEPARTMENTAL	110,419	1,646,135	115,000	106,852	115,000
	TOTAL	16,805,957	18,659,807	19,202,688	18,102,476	19,916,518
OPERATING NET DIFFERENCE		2,268,731	3,775,198	127,208	2,501,488	76,284
2100	NON-DEPARTMENT TRANSFER	1,871,537	2,383,041	2,093,109	2,093,109	4,139,861
ENDING FUND BALANCE		6,849,154	8,241,311	6,275,410	8,649,690	4,586,113



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





ANNUAL BUDGET PROCEDURES

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

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

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



BUDGETING AND ACCOUNTING BASIS

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

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

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

BASIS OF BUDGETING

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

MEASUREMENT FOCUS

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

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

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



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

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

ACCRUAL BASIS ACCOUNTING

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

MODIFIED ACCRUAL BASIS ACCOUNTING

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

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

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



CASH BASIS ACCOUNTING

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



BUDGET SCHEDULE

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

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

The City Commission must adopt a preliminary millage rate in July for use on the Notice of Proposed Taxes to be mailed to all property owners by August 31, 2021 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 2021-2022 BUDGET SCHEDULE





FINANCIAL AND BUDGETARY POLICY

PURPOSE:

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

BUDGET MODIFICATIONS:

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

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

OBJECTIVES:

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

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



OPERATING POLICIES

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

Expenditures shall be within Current Revenue Projections:

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

Continual Improvement of Service Delivery:

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

Year End Budget Considerations:

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



ACCOUNTING, AUDITING AND REPORTING

REPORTING POLICIES:

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

AUDITING:

The City's independent auditing firm will annually perform the City's financial and compliance audit. Their opinions will be contained in the City's Comprehensive Annual Financial Report. 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 Annual Report will be presented as a method of communicating with citizens about the financial affairs of the City.

REVENUE POLICIES:

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

REVENUE DIVERSIFICATION:

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



CHARGES FOR SERVICES:

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

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

INVESTMENT POLICY

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

Safety of principal

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

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

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

CAPITAL BUDGET POLICY

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

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

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

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

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



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

CAPITAL ASSETS POLICY

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

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

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

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

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

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

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



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

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

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

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

DEBT MANAGEMENT POLICY

PURPOSE

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



FLORIDA STATUTE CITATIONS

The Internal Revenue Code, Florida Statutes, local charter and/or ordinances outline legal borrowing authority, restrictions and compliance requirements while the Florida Constitution and Statutes authorize the issuance of bonds by counties, municipalities and certain special districts.

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

DEBT POLICY STATEMENT

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

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

GENERAL DEBT GOVERNING POLICY

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

- A. The City will not issue debt obligations or use debt proceeds to finance current operations.
- B. The City will utilize debt obligations only for acquisition, construction or remodeling of capital improvement projects that cannot be funded from current revenue sources or in



such cases wherein it is more equitable to the users of the project to finance the project over its useful life.

- C. The City will measure the impact of debt service requirements of outstanding and proposed debt obligations on single year, five, ten and twenty year periods. This analysis will consider debt service maturities and payment patterns as well as the City's commitment to a pay as you go budgetary capital allocation.

SPECIFIC DEBT POLICIES, RATIOS AND MEASUREMENT

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

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

Measures of Future Flexibility

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

Constraints, Ratios and Measures

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

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

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

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



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

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

PURCHASING POLICY

The purchasing policy is in accordance with City of South Miami Charter Article III, Section 5. H. (competitive process for purchases in excess of \$5,000), Article IV, Section 4. D. multi-year contracts) and Florida Statute Chapter 287.

Multi-year contracts: All purchases that require the payment out of more than one year's appropriation require approval by the City Commission at a public hearing by written resolution.

Purchases less than \$5,000. 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, may be made or entered into by the City Manager without submittal to the City Commission and **without** competitive bidding and **without** securing 3 written quotes from 3 different sources of supply. Single purchases or contracts in excess of \$5,000 shall not be broken down to amounts less than \$5,000 to avoid the requirements of this paragraph. Purchases of less than \$1,000 do not require Purchase Orders, 3 written quotes from 3 different sources of supply, or sealed competitive bids.

Purchases greater than \$1,000 but less than \$5,000. Require an approved purchase order and the expenditure must be appropriated in the City Commission approved budget.

Purchases greater than \$5,000 but less than \$25,000. 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 greater than \$5,000 but which does not exceed \$25,000, may be made or entered into by the City Manager without competitive sealed bidding, but the City Manager must obtain, at a minimum, quotes from three different sources of supply (or the manager may piggybacking off of another governmental agency's contract that used the same or greater competitive process for selection of the contractor/vendor), and the purchase or contract must be approved by written resolution of the City Commission. Single purchases or contracts in excess of \$25,000 must not be broken down to amounts less than \$25,000 to avoid the requirements of this paragraph.



Purchases greater than \$5,000 but less than \$25,000 require:

- A Purchase Order.
- Approval by the City Manager before the expenditure is made or funds are committed.
- Appropriation in the City Commission approved budget.
- A minimum of 3 written quotes from 3 different sources of supply unless piggybacking off of another governmental agency’s contract that used the same or greater competitive process for selection of the contractor/vendor.
- City Commission approval.

Purchases in excess of \$25,000. Purchases in excess of \$25,000 must be in compliance with the competitive sealed bidding requirements. Purchases in excess of \$25,000 require:

- Appropriation in the City Commission approved budget; and
- Sealed competitive bids, or piggybacking off of another governmental agency’s contract that used the same or greater competitive process for selection of the contractor/vendor; and
- A Purchase Order; and
- Approval by the City Manager before the expenditure is made or funds committed; and
- City Commission approval.

If the Manager deems the goods and services an emergency affecting life, health, property or safety, strict compliance with the above policy is waived, but must remain in accordance with City of South Miami Charter, Article III, Section 5. H. (competitive process for purchases in excess of \$5,000), Article IV, Section 4. D. (multi-year contracts) and Florida Statute Chapter 287.

Article II, Section 6. D. 2. Emergency Ordinances. To meet a public emergency affecting life, safety, health, property or the public peace, the Commission may adopt one or more emergency ordinances, but an emergency ordinance may not grant, renew or extend a franchise or authorize the borrowing of money except as provided in this Charter. An emergency ordinance will be introduced in the form and manner prescribed for ordinances generally, except that it shall be plainly designated as an emergency ordinance and shall contain, after the enacting clause, a declaration stating that an emergency exists and describing it in clear and specific terms. An emergency ordinance may be adopted with or without amendment or rejected at the meeting at which it is introduced. The affirmative vote of four members present shall be required for the adoption of an emergency ordinance. After its adoption, the ordinance shall be published as prescribed for other adopted ordinances. It shall become effective upon adoption or at such later date as it may Charter of The City of South Miami Amended 2/11/14 Page 14 of 39 specify. Every emergency ordinance shall automatically stand repealed as of the 31st day following the date on which it was adopted but this shall not prevent re-enactment of the ordinances in the manner specified in this section, if the emergency still exists. An emergency ordinance may also be repealed by adoption of a



repealing ordinance in the same manner specified in this section for adoption of emergency ordinances.



FUND STRUCTURE

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

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

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



FUND OVERVIEW

GENERAL FUND

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

STORMWATER DRAIN TRUST FUND

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

LOCAL OPTION GAS TAX TRUST FUND

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

HOMETOWN DISTRICT IMPROVEMENT TRUST FUND

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

BOB WELSH TREE TRUST FUND

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

PEOPLE'S TRANSPORTATION TAX FUND

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



REVENUE STABILIZATION FUND

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

GRANT MATCH RESERVE FUND

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

INSURANCE RESERVE FUND

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

TAX EQUALIZATION FUND

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

BUILDING CAPITAL RESERVE FUND

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

CITY PARKS ACQUISITION DEVELOPMENT OPERATIONS AND MAINTENANCE FUND

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



PEDESTRIAN CROSSING ACQUISITION DEVELOPMENT, OPERATION AND MAINTENANCE TRUST FUND

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

DEBT SERVICE FUND

The Debt Service Fund has been established in an effort to clearly identify the City's current Long-Term Liability. The City currently has two long term debts outstanding.

CAPITAL IMPROVEMENT PROGRAM FUND

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

EMERGENCY RESERVE FUND

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

PARKS FACILITY IMPACT FUND

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



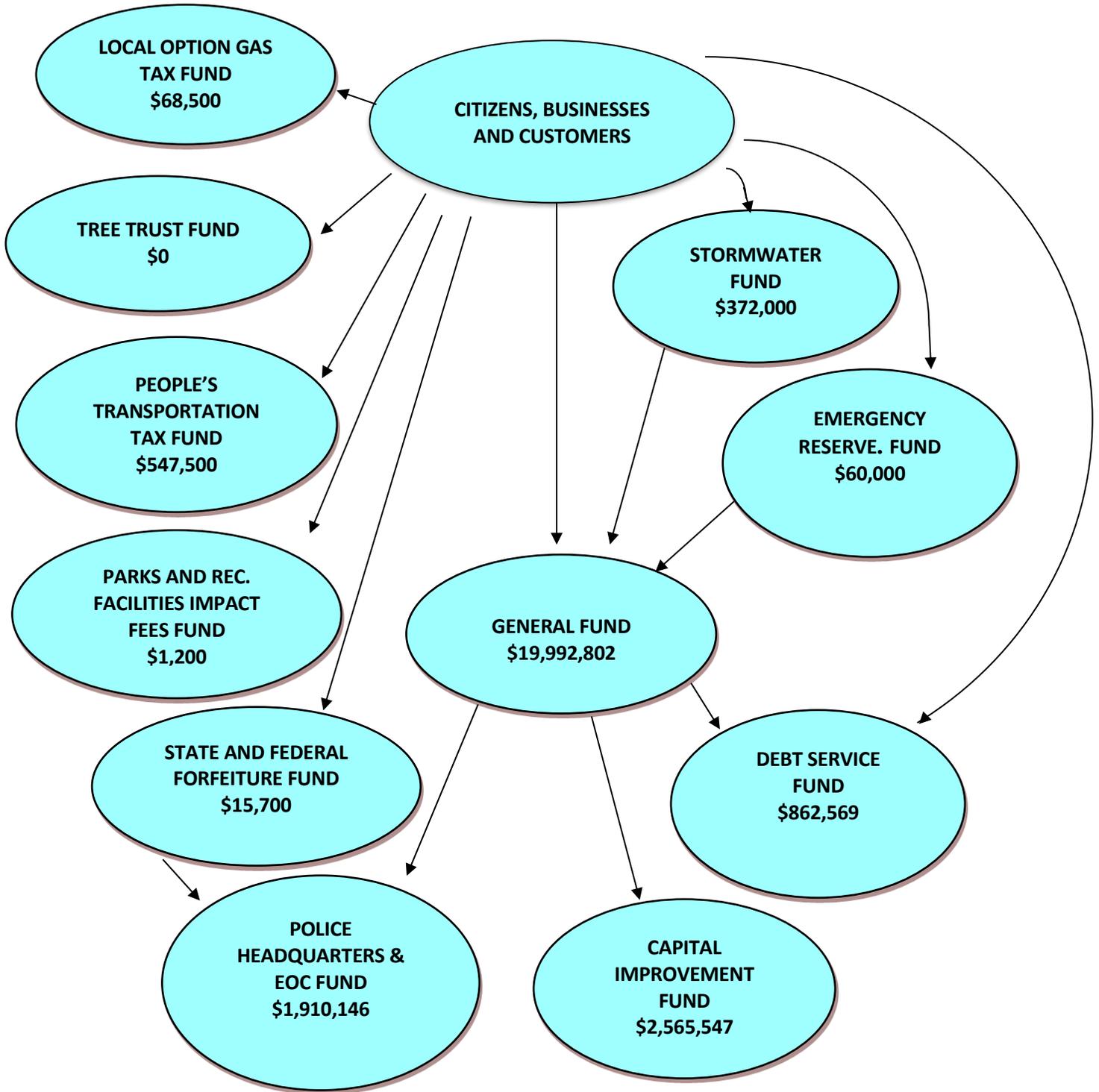
STATE FORFEITURE FUND

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

FEDERAL FORFEITURE FUND

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

FUNDING FLOW CHART
FY 2021 - 2022





FUND EXPENDITURES

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

ACCOUNT CLASSIFICATION	ACTUAL FY 18/19	ACTUAL FY 19/20	BUDGET FY 20/21	ESTIMATE FY 20/21	ADOPTED FY 21/22
General Fund - 001					
Beginning Fund Balance	6,451,960	6,849,154	8,241,311	8,241,311	8,649,690
Revenues	18,788,723	20,172,563	19,179,896	20,453,964	19,841,794
Expenditures	16,805,957	18,659,807	19,202,688	18,102,476	19,916,518
Interfund Transfers In	285,965	2,262,442	150,000	150,000	151,008
Interfund Transfers Out	1,871,537	2,383,041	2,093,109	2,093,109	4,139,861
Ending Fund Balance	6,849,154	8,241,311	6,275,410	8,649,690	4,586,113
Stormwater Drain Trust Fund - 111					
Beginning Fund Balance	242,583	229,455	318,121	318,121	247,968
Revenues	422,672	372,424	417,000	372,500	372,000
Expenditures	285,800	133,758	357,953	292,653	279,440
Interfund Transfers Out	150,000	150,000	150,000	150,000	150,000
Ending Fund Balance	229,455	318,121	227,168	247,968	190,528
Local Option Gas Tax Trust Fund - 112					
Beginning Fund Balance	265,021	209,970	263,913	263,913	231,695
Revenues	76,457	67,976	73,363	67,782	68,500
Expenditures	131,508	14,033	100,000	100,000	100,000
Ending Fund Balance	209,970	263,913	237,276	231,695	200,195
Hometown District Improvement Trust Fund - 116					
Beginning Fund Balance	36,313	15,563	1,008	1,008	1,008
Revenues	4,250	0	0	0	0
Interfund Transfers Out	25,000	14,555	0	0	1,008
Ending Fund Balance	15,563	1,008	1,008	1,008	0
Parks Facilities Impact Fund - 117					
Beginning Fund Balance	213,152	43,867	69,740	69,740	218,329
Revenues	36,808	25,873	3,500	148,589	1,200
Expenditures	206,093	0	60,000	0	60,000
Ending Fund Balance	43,867	69,740	13,240	218,329	159,529



ACCOUNT CLASSIFICATION	ACTUAL FY 18/19	ACTUAL FY 19/20	BUDGET FY 20/21	ESTIMATE FY 20/21	ADOPTED FY 21/22
Bob Welsh Tree Trust Fund - 118					
Beginning Fund Balance	40,685	35,631	58,827	58,827	41,827
Revenues	6,396	26,534	0	8,000	0
Expenditures	11,450	3,338	25,000	25,000	25,000
Ending Fund Balance	35,631	58,827	33,827	41,827	16,827

People's Transportation Tax Fund - Transportation - 124					
Beginning Fund Balance	892,974	970,963	1,051,191	1,051,191	920,236
Revenues	441,029	390,875	435,000	441,050	440,000
Expenditures	363,040	310,647	785,000	572,005	1,141,000
Ending Fund Balance	970,963	1,051,191	701,191	920,236	219,236

People's Transportation Tax Fund- Direct Transit - 125					
Beginning Fund Balance	427,673	266,464	272,228	272,228	229,728
Revenues	108,392	95,057	100,000	107,500	107,500
Expenditures	269,601	89,293	150,000	150,000	182,926
Ending Fund Balance	266,464	272,228	222,228	229,728	154,302

Revenue Stabilization Fund - 150					
Beginning Fund Balance	60,000	60,000	60,000	60,000	0
Interfund Transfers In	0	0	0	0	0
Expenditures	0	0	0	0	0
Interfund Transfers Out	0	0	60,000	60,000	0
Ending Fund Balance	60,000	60,000	0	0	0

Grant Match Reserve Fund - 151					
Beginning Fund Balance	60,000	60,000	60,000	60,000	0
Interfund Transfers In	0	0	0	0	0
Expenditures	0	0	0	0	0
Interfund Transfers Out	0	0	60,000	60,000	0
Ending Fund Balance	60,000	60,000	0	0	0

Insurance Reserve Fund - 152					
Beginning Fund Balance	60,000	60,000	60,000	60,000	0
Interfund Transfers In	0	0	0	0	0
Expenditures	0	0	0	0	0
Interfund Transfers Out	0	0	60,000	60,000	0
Ending Fund Balance	60,000	60,000	0	0	0



ACCOUNT CLASSIFICATION	ACTUAL FY 18/19	ACTUAL FY 19/20	BUDGET FY 20/21	ESTIMATE FY 20/21	ADOPTED FY 21/22
Tax Equalization Reserve Fund - 153					
Beginning Fund Balance	60,000	60,000	60,000	60,000	0
Interfund Transfers In	0	0	0	0	0
Expenditures	0	0	0	0	0
Interfund Transfers Out	0	0	60,000	60,000	0
Ending Fund Balance	60,000	60,000	0	0	0
Building Capital Reserve Fund - 154					
Beginning Fund Balance	60,000	60,000	60,000	60,000	0
Interfund Transfers In	0	0	0	0	0
Expenditures	0	0	0	0	0
Interfund Transfers Out	0	0	60,000	60,000	0
Ending Fund Balance	60,000	60,000	0	0	0
Parks Acquisition Development Operations & Maintenance Fund - 155					
Beginning Fund Balance	310,000	0	0	0	0
Revenues	0	0	0	0	0
Interfund Transfers In	0	0	0	0	0
Expenditures	310,000	0	0	0	0
Ending Fund Balance	0	0	0	0	0
Pedestrian Crossing Acquisition, Development, Operation and Maintenance Trust Fund - 156					
Beginning Fund Balance	0	0	0	0	0
Revenues	0	0	0	0	0
Interfund Transfers In	0	0	433,000	433,000	0
Expenditures	0	0	433,000	433,000	0
Ending Fund Balance	0	0	0	0	0
Police Headquarters & Emergency Operations Center Fund - 157					
Beginning Fund Balance	0	0	0	0	0
Revenues	0	0	0	0	0
Interfund Transfers In	0	0	0	0	1,910,146
Expenditures	0	0	0	0	650,000
Ending Fund Balance	0	0	0	0	1,260,146
Debt Service Fund - 201					
Beginning Fund Balance	2,053	11,316	21,612	21,612	189,387
Revenues	851,884	783,956	782,057	782,057	788,255
Expenditures	1,171,966	6,093,572	1,171,345	1,003,570	1,051,956
Interfund Transfers In	329,345	391,070	389,289	389,289	74,314
Proceeds from Refunding Debt	0	4,988,000	0	0	0
Payment to Bond Escrow Agent	0	59,158	0	0	0
Ending Fund Balance	11,316	21,612	21,612	189,387	0



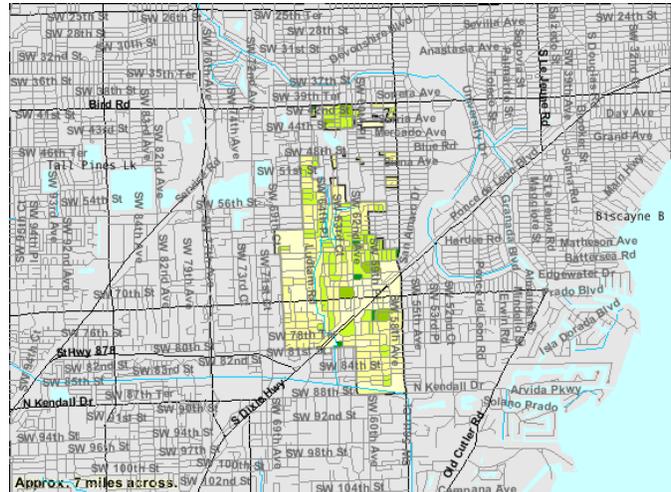
ACCOUNT CLASSIFICATION	ACTUAL FY 18/19	ACTUAL FY 19/20	BUDGET FY 20/21	ESTIMATE FY 20/21	ADOPTED FY 21/22
Capital Improvement Program Fund - 301					
Beginning Fund Balance	2,290,777	1,043,597	1,451,601	1,451,601	1,067,453
Expenditures	2,566,572	1,583,967	2,165,000	1,954,968	3,633,000
Interfund Transfers In	1,319,392	1,991,971	1,570,820	1,570,820	2,565,547
Ending Fund Balance	1,043,597	1,451,601	857,421	1,067,453	0
Emergency Reserve Fund - 051					
Beginning Fund Balance	3,461,905	4,090,283	6,146,536	6,146,536	6,254,074
Revenues	405,764	2,150,131	36,000	169,650	60,000
Expenditures	186	93,878	0	62,112	0
Interfund Transfers In	222,800	0	0	0	0
Interfund Transfers Out	0	0	0	0	0
Ending Fund Balance	4,090,283	6,146,536	6,182,536	6,254,074	6,314,074
State Forfeiture Fund - 608					
Beginning Fund Balance	68,806	69,636	40,221	40,221	40,921
Revenues	830	585	700	700	700
Expenditures	0	30,000	30,000	0	30,000
Ending Fund Balance	69,636	40,221	10,921	40,921	11,621
Federal Forfeiture Fund - 615					
Beginning Fund Balance	1,552,444	1,483,505	1,279,666	1,279,666	1,025,619
Revenues	51,890	21,028	46,000	19,085	15,000
Expenditures	120,829	224,867	355,278	273,132	353,278
Transfers Out	0	0	0	0	410,146
Ending Fund Balance	1,483,505	1,279,666	970,388	1,025,619	277,195



GOVERNMENT

Government Structure

South Miami uses a City Manager form of government. The Commission sets the policies and the City Manager acts as the chief executive. According to surveys by the International City and County Management Association (ICMA), this form of government has grown from 48% usage in 1996 to 55% usage in 2006. It is most popular in cities with populations over 10,000, mainly in the Southeast and Pacific coast areas. Commissioners are elected to four-year terms and the Mayor is elected to a two-year term. Elections are held on the first Tuesday after the first Monday of the



month of November in even numbered years for the Mayor and half of the Commissioners. The Commissioner receiving the most votes is also given the title of Vice Mayor for the first two years of the term. The next election will take place in November 2022.

The Current South Miami City Government:

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

South Miami is a city in Miami-Dade County, Florida, United States. The population was 11,657 at the 2010 census and according to the U.S. Census Bureau in the most recent census count as of July 1 ,2019 (pending the final 2020 Census count) it was 11,911. State of Florida uses Bureau of Economic and Business Research (BEBR) numbers for calculations for budget and this number is 12,900.

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



Tax Authorities

Taxing Authorities Set Tax Rates

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

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

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

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

Tax Limitations on County Commission and Cities

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

The Millage Rates of the Taxing Authorities

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

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



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

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

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

CITY HISTORY

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



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

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

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

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

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



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

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



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

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

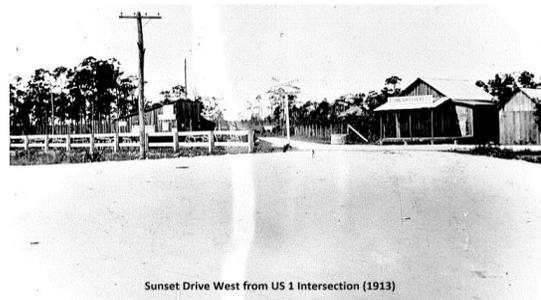
In 1935, the first bus franchise for the City streets was granted and the Sylva Martin Building, later named in honor of the City Clerk for 30 years, was constructed. In 1937 the tax roll for the entire City was \$614,282 (less \$106,492 in Homestead exemptions). In the 1940's the population of South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



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

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

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



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

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



COMPREHENSIVE PLANNING

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

Comprehensive Plan Elements

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

Future Land Use Element

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

The Difference Between Land Use and Zoning

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

Transportation Element

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



Housing Element

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

Infrastructure Element

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

Conservation Element

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

Recreation and Open Space Element

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

Intergovernmental Coordination Element

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

Capital Improvement Element

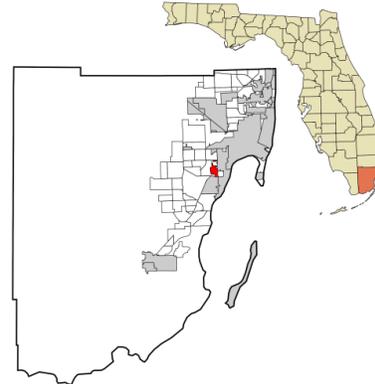
The Capital Improvement Element reinforces the linkage between the City's Capital Improvement Program and the facilities needed to implement the goals of the Comprehensive Plan.

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



**CITY OVERVIEW
BASED ON THE 2010 CENSUS**

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



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

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

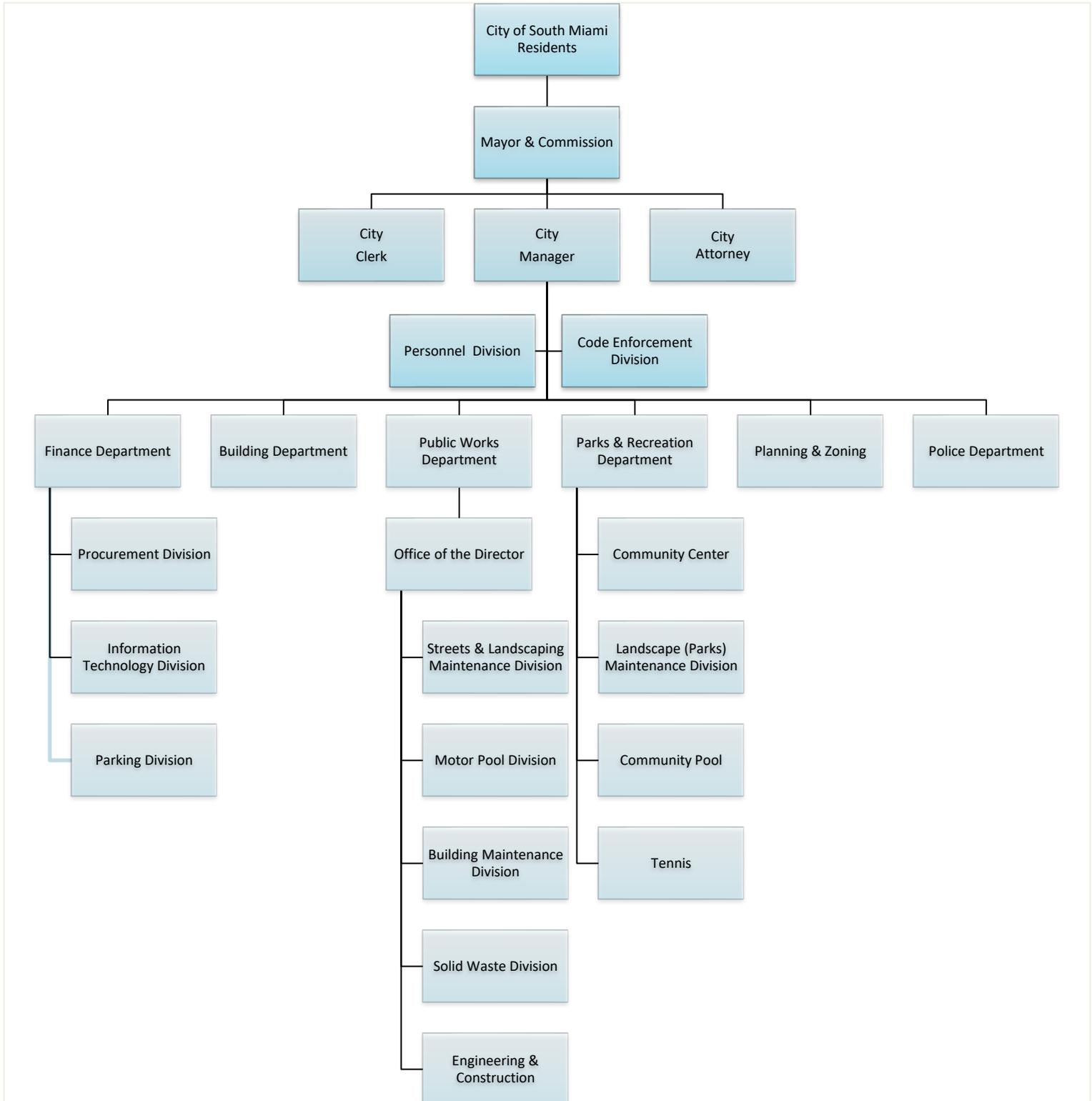
Category	Number	% in Total	
		Housing Units	% Change 2000-2010
Total housing units	5,174	100	16.09
Total: Occupied housing units	4,699	90.82	9.25
Owner-occupied housing units	2,573	49.73	-3.74
Renter-occupied housing units	2,126	41.09	30.59
Population in occupied housing units: Owner-occupied housing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

Average household size 2.46
Average family size 3.16

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



CITY OF SOUTH MIAMI ORGANIZATIONAL CHART





POSITIONS BY DEPARTMENT/DIVISION

POSITIONS BY DEPARTMENT		BUDGETED FY 2018	BUDGETED FY 2019	BUDGETED FY 2020	BUDGETED FY 2021	ADOTPED FY 2022
CITY CLERK						
Full Time	City Clerk	1	1	1	1	1
	Deputy Clerk II	1	1	1	1	1
	Deputy Clerk	1	1	1	1	1
	City Clerk Total	3	3	3	3	3
CITY MANAGER						
Full Time	City Manager	1	1	1	1	1
	Deputy City Manager	1	1	1	0	0
	Assistant City Manager	0	0	0	1	1
	Executive Administrative Asst.	1	1	1	1	1
	City Manager's Office Total	3	3	3	3	3
PROCUREMENT DIVISION						
Full Time	Chief Procurement Officer	1	1	1	1	1
	Procurement Specialist	1	1	1	1	0
	Procurement and Media Specialist	0	0	0	0	1
	Procurement Total	2	2	2	2	2
PERSONNEL DIVISION						
Full Time	Personnel Manager	1	1	1	0	0
	Payroll & Benefits Administrator	1	1	1	1	1
	Personnel Total	2	2	2	1	1
FINANCE DEPARTMENT						
Full Time	Chief Financial Officer	1	1	1	1	1
	Chief Administrative Officer	1	1	1	1	1
	Senior Accountant	1	1	1	1	1
	Junior Accountant	2	2	2	0	0
	Accounts Payable Technician	0	0	0	1	1
	Accounts Receivable Technician	0	0	0	1	1
	<i>Full Time Total</i>	<i>5</i>	<i>5</i>	<i>5</i>	<i>5</i>	<i>5</i>
Part Time	Office Support	1	1	1	0	0
	<i>Part Time Total</i>	<i>1</i>	<i>1</i>	<i>1</i>	<i>0</i>	<i>0</i>
	Finance Total	6	6	6	5	5
BUILDING DEPARTMENT						
Full Time	Building Official/Director	1	1	1	1	1
	Chief Building Inspector	1	1	1	0	0
	Permits Coordinator	2	2	2	2	2
	<i>Full Time Total</i>	<i>4</i>	<i>4</i>	<i>4</i>	<i>3</i>	<i>3</i>
Part Time	Chief Mechanical Inspector	1	1	1	1	1
	Chief Electrical Inspector	1	1	1	1	1
	Chief Plumbing Inspector	1	1	1	1	1
	Chief Structural Inspector	1	1	1	1	1
	Chief Building Inspector	0	0	0	1	1
	<i>Part Time Total</i>	<i>4</i>	<i>4</i>	<i>4</i>	<i>5</i>	<i>5</i>
	Building Total	8	8	8	8	8



POSITIONS BY DEPARTMENT		BUDGETED FY 2018	BUDGETED FY 2019	BUDGETED FY 2020	BUDGETED FY 2021	ADOPTED FY 2022
PLANNING DEPARTMENT						
Full Time	Planning Director	1	1	1	1	1
	Sr. Planner/Zoning Admin	2	2	2	2	2
	Grants Coordinator	1	1	1	0	0
	Office Support	1	1	1	1	1
	Planning Total	5	5	5	4	4
CODE ENFORCEMENT						
Full Time	Senior Code Enforcement Officer	1	1	1	1	1
	Code Enforcement Officers I/II	1	1	1	1	1
	Code Enforcement Officers I	1	1	1	1	1
	Local Business Tax Comp Officer	1	1	1	1	1
	Code Enforcement Total	4	4	4	4	4
PW - BUILDING MAINTENANCE						
Full Time	Lead Worker II	1	1	1	1	1
	Maintenance Worker II	1	1	1	1	1
	PW - Bldg Maint Total	2	2	2	2	2
PW - SOLID WASTE						
Full Time	Garbage Collection					
	Heavy Equip Operator (1 Funded by SW)	7	7	7	4	4
	Lead Worker II	1	1	1	1	1
	Sanitation Crane Operator	0	0	0	2	2
	Trash Collection					
	Waste Collection Driver	2	2	2	2	2
	PW- Solid Waste Total	10	10	10	9	9
PW - STREETS						
Full Time	Superintendent of Maint II	1	1	1	1	1
	Lead Worker	1	0	0	1	1
	Maintenance Worker I	2	2	2	1	2
	Maintenance Worker II	3	4	4	2	2
	PW-Streets Total	7	7	7	5	6
PW - MOTOR POOL						
Full Time	Motor Pool Supervisor	1	1	1	1	1
	Auto Mechanic	2	2	2	2	2
	PW - Motor Pool Total	3	3	3	3	3
PW - OFFICE OF DIRECTOR						
Full Time	Public Works Director	1	1	1	0	0
	Office Support	2	2	2	2	1
	Full Time Total	3	3	3	2	1
Part Time	Office Support	0	0	0	0	2
	Part Time Total	0	0	0	0	2
	PW-Office of Director Total	3	3	3	2	3



POSITIONS BY DEPARTMENT		BUDGETED FY 2018	BUDGETED FY 2019	BUDGETED FY 2020	BUDGETED FY 2021	ADOPTED FY 2022
PW - ENG & CONST						
Full Time	Project Manager	1	1	1	1	1
	Associate Project Engineer	1	1	1	1	1
PW - Enginnering & Const. Total		2	2	2	2	2
POLICE DEPARTMENT						
Full Time	SWORN					
	Chief of Police	1	1	1	1	1
	Assistant Chief of Police	1	1	1	1	1
	Captains	2	2	2	2	2
	Lieutenants	3	3	3	4	4
	Sergeants	7	7	7	6	6
	Officers/Detectives	37	37	37	37	36
	Training Officer	1	1	1	1	1
	CIVILIAN EMPLOYEES					
	Department Head Secretary	1	1	1	0	0
	Administrative Assistant	1	1	1	1	1
	Communications Manager	1	1	1	1	1
	Communications Officers	6	6	6	5	6
	<i>Full Time Total</i>	61	61	61	59	59
Part Time	Officers/Detectives	0	0	0	0	1
	<i>Part Time Total</i>	0	0	0	0	1
	Police Department Total	61	61	61	59	60
	Police Total	61	61	61	59	60
PARKS & REC DEPARTMENT						
Full Time	Parks & Recreation Director	1	1	1	1	1
	Asst. Parks & Rec Director	1	1	1	1	1
	Administrative Assistant	1	1	1	1	1
	Recreation Leader	0	0	0	0	1
	Events & Senior Site Manager	0	0	0	0	1
	Special Events Coordinator	1	1	1	1	0
	Senior Site Manager	1	1	1	1	0
	Community Outreach Coordinator	0	0	0	1	1
	Parks & Recreation Total	5	5	5	6	6
LANDSCAPE MAINTENANCE						
Full Time	Parks Superintendent	1	1	1	1	1
	Lead Worker	1	1	1	0	0
	Maintenance Worker I	0	0	1	1	1
	Maintenance Worker II	1	1	1	1	1
	Maintenance Worker III	0	0	0	0	0
	Landscape Maint Total	3	3	4	3	3



POSITIONS BY DEPARTMENT		BUDGETED FY 2018	BUDGETED FY 2019	BUDGETED FY 2020	BUDGETED FY 2021	ADOPTED FY 2022
COMMUNITY CENTER						
Full Time	Recreation Supervisor II	2	2	2	2	2
	Recreation Leader	3	3	3	3	3
	<i>Full Time Total</i>	5	5	5	5	5
Part Time	Recreation Leader (PT)	3	3	3	3	3
	Recreation Aide (PT)	11	11	11	10	10
	Instructors	3	3	3	2	2
	Summer Recreation Aide Seasonal (PT)	8	8	8	7	7
	<i>Part Time Total</i>	25	25	25	22	22
	Community Center Total	30	30	30	27	27
COMMUNITY POOL						
Part Time	Lifeguard II	1	1	1	1	1
	Life Guard	4	4	4	4	4
	Community Pool Total	5	5	5	5	5
TENNIS						
Full Time	Tennis Operations Supervisor	1	1	1	1	1
	Maintenance Worker 1	1	1	0	0	1
	<i>Full Time Total</i>	2	2	1	1	2
Part Time	Recreation Aide (PT)	3	3	3	3	3
	Maintenance Worker 1	0	0	1	1	0
	<i>Part Time Total</i>	3	3	4	4	3
	Tennis Total	5	5	5	5	5
TOTAL						
	Full Time Total	131	131	131	122	123
	Part Time Total	38	38	39	36	38
	Grand Total	169	169	170	158	161



**CAPITAL IMPROVEMENT PROGRAM
5-YEAR PLAN**

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

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

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

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

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



ALL REQUESTS FOR CAPITAL IMPROVEMENT PROGRAM 5-YEAR PLAN

PROJECT DESCRIPTION	SOURCE	FY 21	Estimated Expenses FY21	FY 22	FY 23	FY 24	FY 25	FY 26
TRAFFIC CALMING								
Miscellaneous Traffic Calming	CIP							
	PTP	250,000	98,450	250,000				
ROADWAY & DRAINAGE IMPROVEMENTS								
Citywide Drainage Improvements 62 PL at 58	SWDTF	100,000	126,395					
	PTP		126,000					
	LOGT		100,000					
Drainage Improvements Design SW 58 CT from SW 73 to 74 ST	SWDTF				165,000			
Drainage Improvements SW 61 AVE from SW 74 to 76 ST	SWDTF	50,000	23,605					
	PTP		120,000					
Drainage Improvements Design SW 81 ST East of 62 AVE	SWDTF			75,000				
Drainage Improvements Design SW 59 AVE from SW 64 to 66 ST	SWDTF			30,000				
ROAD INFRASTRUCTURE								
South Miami Intermodal Transportation Plan - Mobility	PTP	10,000		100,000	110,000	110,000	110,000	110,000
SW 62 AVE Pedestrian & Bicyclist Mobility Enhancement (LAP)(US-1 to SW 80 ST)	TAP		60,778					
	PTP		19,115					
Citywide Sidewalk Repairs	PTP	50,000	50,000	50,000	55,000	60,000	65,000	70,000
Citywide Street Improvements / Resurfacing	PTP	50,000	50,000	50,000	55,000	60,000	75,000	80,000
	LOGT	100,000		100,000	100,000	100,000	100,000	100,000
Road Resurfacing - SW 77 TER (57 AVE to 59 AVE)	PTP	20,000						
Road Resurfacing - SW 78 ST (58 AVE to 62 AVE)	PTP	25,000						
	GOB		45,812					
Road Resurfacing - SW 67 CT (79 ST to 80 ST)	PTP	12,500						
	GOB		13,620					
Road Resurfacing - SW 75 TER (67 AVE to 68 AVE)	PTP	12,500						
	GOB		22,411					
Road Resurfacing - SW 75 TER (69 AVE to 6830)	GOB		27,768					
Road Resurfacing - SW 74 ST (67 AVE to 68 AVE)	PTP	12,500						
	GOB		21,040					
Road Resurfacing - SW 67 CT North of SW 74 ST	PTP	12,500						
	GOB		21,040					
Road Resurfacing - SW 62 CT (64 ST to 68 ST)	PTP	20,000						
	GOB		41,513					
Road Resurfacing - SW 61 TER (65 AVE to 67 AVE)	PTP	15,000						
	GOB		20,405					
Road Resurfacing - SW 61 ST (65 AVE to 67 AVE)	PTP	15,000						
	GOB		21,454					
Road Resurfacing - SW 69 AVE North of SW 62 TER - W&S Work	PTP	10,000						
Road Resurfacing - SW 62 TER East of SW 67 AVE	PTP	15,000						
Road Resurfacing - SW 62 ST (59 CT to 62 AVE)	PTP	20,000						
	GOB		30,282					



PROJECT DESCRIPTION	SOURCE	FY 21	Estimated Expenses FY21	FY 22	FY 23	FY 24	FY 25	FY 26
Road Resurfacing - SW 58 ST (60 AVE to 62 AVE)	PTP	12,500						
	GOB		23,297					
Road Resurfacing - SW 52 TER (65 AVE to 67 AVE)	PTP	12,500						
	GOB		28,900					
Road Resurfacing - SW 49 TER West of SW 65 AVE	PTP	27,500	5,140					
	GOB		23,760					
Road Resurfacing - SW 43 ST West of SW 62 CT	PTP	12,500	8,286					
	GOB		11,356					
Road Resurfacing - SW 64 PL North of SW 56 ST	PTP	15,000	33,622					
Road Asphalt Repair and Resurfacing SW 58TH PL	PTP		1,432					
Road Resurfacing - SW 65 AVE from SW 61 TER to 61 ST	PTP			12,500				
Road Resurfacing - SW 70 ST from SW 63 AVE to 64 CT	PTP			15,000				
Road Resurfacing - SW 60 ST from SW 67 AVE to 65 AVE	PTP			20,000				
Road Resurfacing - SW 58 TER from SW 65 AVE to 64 AVE	PTP			15,000				
Road Resurfacing - SW 55 ST from SW 64 AVE to End of Cul-de-Sac	PTP			12,500				
Road Resurfacing - SW 51 TER from SW 65 AVE to 67 AVE	PTP			10,000				
Road Resurfacing - SW 65 AVE from SW 53 TER Top 52 TER	PTP			12,500				
Road Resurfacing - SW 64 AVE from SW 44 ST to 42 TER	PTP			15,000				
Road Resurfacing - SW 59 CT from SW 76 ST to 78 ST	PTP			15,000				
Road Resurfacing - SW 77 TER from SW 67 AVE to 69 AVE	PTP			15,000				
Road Resurfacing - SW 68 AVE from SW 77 TER to 78 TER	PTP			10,000				
Road Resurfacing - SW 69 AVE from SW 64 ST to End of Cul-de-Sac	PTP			45,000				
Road Resurfacing- SW 67 CT from SW 62 TER to 64 ST	PTP			25,000				
Road Resurfacing - SW 57 DR from SW 58 ST to SW 62 AVE	PTP			47,500				
PARKS								
Citywide Parks Improvement - Miscellaneous	CIP	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Citywide Parks Master Plan - Improvements	CIP	50,000	42,331	50,000	50,000	50,000	50,000	50,000
Citywide ADA Transition Plan - Improvements	CIP	50,000	50,000	50,000	50,000	50,000	50,000	50,000
All America - Natural Play Elements	CIP	25,000		25,000				
Brewer Park - New Restroom Study & Design	CIP			75,000				
Dante Fascell Park - FY21 Design	CIP	50,000						
Dante Fascell Park - Tennis Court Resurfacing	CIP				100,000			
Dante Fascell Building - FY21 Design / Construction FY23	CIP	100,000	100,000		500,000			
Dog Park - K9 Artificial Turf	CIP	50,000		85,000				
Fuchs Park: Lake Perimeter Asphalt Trail Design & Construction (Phase I - FY 2020)	CIP	140,000	358,000					
	PFIF	60,000						
Fuchs Park - New Picnic Pavilion	CIP				50,000			
Fuchs Park- New Pathway Lighting	CIP			100,000				
Fuchs Park - Tree Mitigation Project	CIP			35,000				
Murray Park - Replace Ball Field Fencing	CIP				65,000			
Marshall Williamson Park - Sidewalks & Park Infrastructure & Landscape Improvements	CIP	50,000	50,000					
	CDBG	123,679	123,679					



PROJECT DESCRIPTION	SOURCE	FY 21	Estimated Expenses FY21	FY 22	FY 23	FY 24	FY 25	FY 26
Palmer Park - Laser-Grade Fields	CIP	35,000		35,000	35,000	35,000	35,000	35,000
South Miami Park - Restroom w/ Concession Stand Building (construction)	CIP			750,000				
South Miami Park Playground and Fitness Outdoor Equipment	CIP	150,000		278,000	250,000			
	PFIF			60,000				
	FRDAP			50,000				
South Miami Park - New Artificial Turf Field(s) and Sport Field Lighting (Study & Design)	CIP			80,000				
Robert C. Welsh Jr. Park Improvements Design FY21 / Construction FY22 to FY25	CIP	150,000	95,600	250,000	100,000	100,000	100,000	100,000
	FRDAP			200,000				
Miscellaneous Park Furniture	CIP	5,000		5,000	5,000	5,000	5,000	5,000
New Pocket Park at SW 50 ST & 63 AV	CIP			75,000				
FLEET REPLACEMENT								
Police Vehicles and Equipment	CIP	245,000	245,000	310,000	316,000	316,000	316,000	316,000
Trash Truck	CIP	120,000	120,000					
Passenger Van for Parks & Recreation Dept & Vehicle Wrap	CIP			35,000				
Tractor Vehicle for Parks & Recreation	CIP			20,000				
CITY FACILITIES								
Gibson Bethel Community Center - New Roof/Roof Coating	CIP		104,867					
City Hall - New Roof	CIP	100,000	67,473					
MISCELLANEOUS								
Citywide Water & Sewer Upgrades - Design & Construction	GOB	1,174,058	1,000,000					
Citywide Directional Street Signs Replacement	PTP	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Pedestrian Bridge Study Over US-1 between SW 57 AVE & SW 72 ST Feasibility Study	PTP							
	FDOT							
	DEV							
	CIP		62,493	175,000				
	PED	433,000	433,000					
Citywide Landscaping Program	TTF	25,000	25,000	25,000	50,000	50,000	50,000	50,000
84 ST Median Improvement between SW 57 AVE to 62 AVE	PTP	25,000	25,000	25,000				
Dante Fascell Art in the Park - Sculptures	CIP			100,000				
City Welcome Signs Dante Fascell	CIP	250,000	250,890					
City Welcome Sign Small Prototype	CIP	100,000	59,400					
Manor Lane Roadway & Sidewalk	PTP		19,960	116,000				
New Pay Stations	CIP				50,000	50,000	50,000	50,000
Citywide Striping	PTP	20,000	5,000	20,000	20,000	20,000	20,000	20,000
Landscape Sunset Dr (US-1 to SW 69 AVE)	GOB		147,340					
Backup Batteries for All Solar Panels	CIP	25,000						
Solar for Gibson Bethel Community Center	CIP	100,000	133,298					
Solar for City Hall	CIP	75,000						
Solar for Mobley Building	CIP		58,917					
Downtown Improvements - Sunset DR between US-1 and SW 57	CIP	45,000	44,500	500,000				
	PTP			250,000				



PROJECT DESCRIPTION	SOURCE	FY 21	Estimated Expenses FY21	FY 22	FY 23	FY 24	FY 25	FY 26
Holiday Lighting	CIP	50,000	50,000	50,000				
Downtown Parking Signs	CIP	50,000	12,199					
Sidewalk Design & Construction SW 64 ST (62-67 AVE) North Side	PTP	100,000	0					
Girl Scout Fence, Invasive Removal, & Parking Lot	CIP	100,000		100,000				
New Police Headquarter & EOC Conceptual	FEDF		89,854					
	PHEOC			650,000				
Downtown Furniture (Benches, Trash Cans, etc.)	CIP			100,000				
Underline Bicycle Path Beautification	CIP			100,000				
Alleyway Paving Behind SW 62 AVE from SW 64 to SW 68 ST	CIP			200,000				
TOTAL CAPITAL IMPROVEMENTS BY YEAR		5,015,737	5,009,283	5,964,000	2,186,000	1,066,000	1,086,000	1,096,000



CAPITAL IMPROVEMENT PLAN FUND SUMMARY

CODE	SOURCE OF FUNDS	FY 21	Estimated Expenses FY21	FY 22	FY 23	FY 24	FY 25	FY 26
CIP	Capital Improvement Fund	2,165,000	1,954,968	3,633,000	1,621,000	656,000	656,000	656,000
CDBG	Comm. Development Block Grant	123,679	123,679	0	0	0	0	0
FRDAP	FL Recreation Dev. Assistance Program	0	0	250,000	0	0	0	0
GOB	MDC General Obligation Bond	1,174,058	1,499,999	0	0	0	0	0
LEFTF	Law Enforcement Forfeiture Trust Fund	0	0	0	0	0	0	0
LOGT	Local Option Gas Tax	100,000	100,000	100,000	100,000	100,000	100,000	100,000
PTP	People Transportation Plan	785,000	572,005	1,141,000	250,000	260,000	280,000	290,000
CRA	Community Redevelopment Agency	0	0	0	0	0	0	0
SWDTF	Stormwater Drain Trust Fund	150,000	150,000	105,000	165,000	0	0	0
TAP	Transportation Alternatives Program (FDOT grant)	0	60,778	0	0	0	0	0
FDOT	Florida Department of Transportation	0	0	0	0	0	0	0
TMDL	Total Maximum Daily Load - FDEP Water Quality Grant	0	0	0	0	0	0	0
TTF	Bob Welsh Tree Trust Fund	25,000	25,000	25,000	50,000	50,000	50,000	50,000
DEV	Developer Contributions	0	0	0	0	0	0	0
PED	Pedestrian Crossing Acq. Dev. Ops. & Maint. Trust Fund	433,000	433,000	0	0	0	0	0
PFIF	Park Impact fund	60,000	0	60,000	0	0	0	0
FEDF	Federal Forfeiture Fund	0	89,854	0	0	0	0	0
PHEOC	Police Headquarters and EOC Fund	0	0	650,000	0	0	0	0
TOTAL CIP BY YEAR		5,015,737	5,009,283	5,964,000	2,186,000	1,066,000	1,086,000	1,096,000



CAPITAL IMPROVEMENT PROGRAM DESCRIPTIONS

Fiscal Year 2021-2022

TRAFFIC CALMING

Traffic Studies & Traffic Calming Devices:

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



DRAINAGE IMPROVEMENTS

Drainage Improvements at SW 81st Street East of 62nd Avenue and SW 59th Avenue from SW 64th Street to SW 66th Street:

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



Citywide Drainage Cleaning:

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

ROAD INFRASTRUCTURE

Citywide Sidewalk Repairs:

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



Citywide Street Improvements / Resurfacing Program:

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



PARKS

Citywide Parks Improvements – Miscellaneous

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

Citywide Parks Master Plan – Improvements

The Master Plan was prepared in response to the desire of the City's inspired leadership and the residents of South Miami to have an outstanding program of recreation and park facilities for themselves and future generations as the City continues to mature over the next ten years.

This account is intended to address improvements needed immediately at existing parks as outlined in the City's Parks and Recreation Master Plan and Appendix, improve the park service area coverage throughout the City, and increase the park land acreage surplus in anticipation of future park land requirements.

Citywide ADA Transition Plan Improvements

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

All America Park – Natural Play Elements

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



Brewer Park: New Restroom Study and Design

In a nutshell, this project entails a comprehensive environmental field review, surveys, and reports for a proposed new restroom at Brewer Park. Work scope also includes community input meetings; multiple conceptual designs for public and staff review, preparation of A/E construction plans, as well as permit coordination and approval.

Dog Park – Artificial Turf

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



Fuchs Park – New Pathway Lighting

This project involves adding new lighting along the perimeter of the pedestrian pathway to improve visibility, park aesthetics, and add a sense of security while the park is closed at night.



Fuchs Park – Tree Mitigation Project

This project entails supply, delivery, and install of a minimum of 36 hardwood trees at the park and along the perimeter of the new pedestrian pathway.

Palmer Park – Softball/Baseball Field Maintenance & Renovation

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

South Miami Park – New Combo Restroom-Concession Facility

The City is finalizing A/E design plans for a new combo restroom-concession facility. This project entails the construction of a new restroom facility to support public attendance and programming initiatives. The new facility will feature an office space, concession room with a covered terrace, exterior drinking fountain, restrooms, and storage areas.



South Miami Park – Playground & Outdoor Fitness Structures

Proposed Park improvements entail demo of the existing rock-filled-in pool area and support facilities; site restoration; new swings, playground and outdoor fitness structures; poured-in-place rubber safety surface; tree improvements; ADA and pedestrian access stripping improvements, as well as concrete sidewalk access to new amenities.

Vice Mayor Robert C. Welsh Jr. Park – New Park Development Improvements

Proposed improvements include but is not limited to a new playground structure, picnic shelter, basketball half-court, park identification signage, accessible walkways, and more. Project website: www.robertwelshpark.com

New Pocket Park – SW 50th Street & 63rd Avenue

Proposed improvements consist of park furniture (i.e. trash cans, bench), park identification signage, sidewalk and landscape improvements.

FLEET REPLACEMENT

Police Vehicles and Equipment

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



Parks Vehicle Fleet Replacement

The Parks Department will be purchasing a passenger van and a tractor vehicle.

MISCELLANEOUS

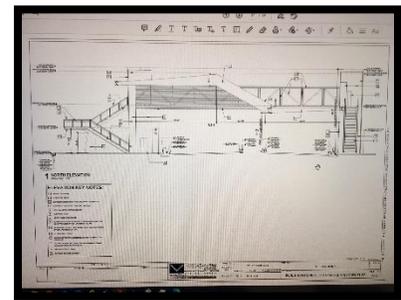
Citywide Replacement of Directional Street Signs & Posts

This is the ongoing effort throughout the City to maintain and replace the City of South Miami new blue street name signs, post and City Logo.



Pedestrian Bridge Study Over U.S. 1 between SW 57th Avenue & SW 72nd Street (Design)

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



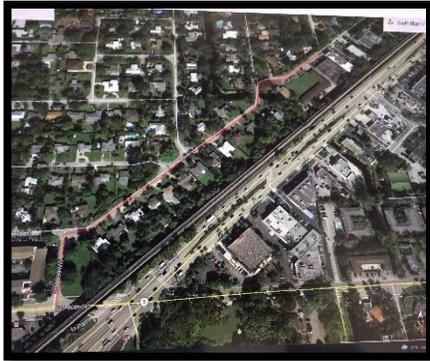
SW 84th Street Median Improvement between SW 57th to SW 62nd Avenue

The media along SW 84th Street between SW 57th Avenue and SW 59th Avenue contains invasive bottle brush trees that are not consistent with existing Poinciana trees. To provide a landscape theme the bottle brush will be replaced with Poinciana trees and groundcover will be added under the existing Poinciana trees.

Dante Fascell Park – New Art Sculptures

Improvements entail additional art sculptures for the Colombian Sculpture Garden, featuring new landscape and up-lighting.

Manor Lane Roadway and Sidewalk



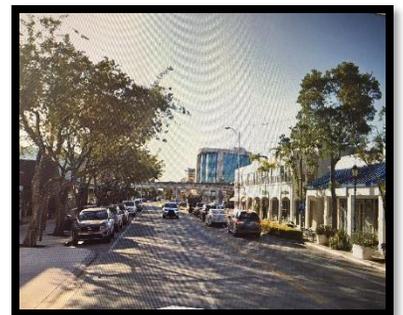
The residents of the Manor Lane neighborhood have requested pedestrian connectivity by installing a new sidewalk along Manor Lane. A Pedestrian Feasibility Study was completed on September 2019 and the City is in the process of finalizing the design to provide a new sidewalk along the South East Side of Manor Lane from 6396 Manor Lane to the intersection of SW 79th Street and SW 66th Avenue, and along SW 66th Avenue from SW 79th Street to SW 80th Street. Construction is scheduled to start in FY22.

Citywide Striping

Striping of faded and/or worn away areas will be performed throughout the City as required.

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

A Consultant is working to develop a design and prepare necessary construction drawings to provide shade trees and improve the landscape within the limits of the project as well as provide minor traffic operational improvements. The irrigation and electrical improvements were now incorporated into the project without the parking and truck modifications. The improvements will provide a brand sidewalk with symmetrical trees, up lighting and a new irrigation system. Construction is scheduled to start in FY22



New Police Headquarters and Emergency Operation Center:

The conceptual design will begin for a new Police Department Headquarters and Emergency Operations Center to be located at the City’s Old Inspection Site, 5890 SW 69th Street.

Downtown Furniture

The City will replace the existing benches, trash cans and miscellaneous furniture to provide a standard theme in the Downtown area.



Underline Bicycle Path Beautification

The City will coordinate with Miami-Dade County Department of Transportation & Public Works to provide City furniture such as water fountains within the City limits in order to provide a walkable and bikeable corridor that will improve connectivity between surrounding areas. Phase 3 of The Underline is a 7-mile segment that connects SW 19th Avenue to Dadeland South Metrorail Station. Currently, Phase 3 is in the Miami-Dade County procurement process.

Alleyway Paving Behind SW 62nd Avenue from SW 64th to SW 68th Street

This project will improve the existing conditions of the alleyway behind SW 62nd Avenue between SW 64th Street and SW 68th Street. The scope of the project will consist of excavating existing material, stabilizing the base and installing new lime rock as well as milling and existing area and providing a new crown toward the side swales to provide for stormwater runoff.





GENERAL FUND BUDGET



FY 2021-2022 GENERAL FUND REVENUES

ACCT NO.	ACCOUNT CLASSIFICATION	ACTUAL FY 18/19	ACTUAL FY 19/20	BUDGET FY 20/21	ESTIMATE FY 20/21	ADOPTED FY 21/22	
TAXES							
0010000	3111000	AD VALOREM TAXES	7,060,147	7,227,094	8,468,764	8,468,764	8,613,126
0010000	3112000	AD VALOREM DELINQUENT	48,956	212,041	33,826	33,826	35,000
0010000	3121000	LOCAL OPTION TAXES	193,967	174,268	111,814	162,000	173,600
0010000	3141000	UTILITY TAX-ELECTRIC	1,439,567	1,392,478	1,400,000	1,370,000	1,400,000
0010000	3144000	UTILITY TAX - GAS	31,242	36,403	31,711	40,000	35,000
0010000	3149000	UTILITY TAX - OTHER	245,992	243,447	238,000	240,000	240,000
0010000	3150000	UNIFIED COMM SERVICES TAX	453,205	416,543	258,845	392,000	384,000
0010000	3161000	LBT-RENEWALS	565,807	586,122	525,000	567,261	567,000
0010000	3162000	LOCAL BUSINESS TAX NEW	91,008	90,399	52,000	90,000	90,000
0010000	3162100	BUSINESS TAX TRANSFER FEES	2,647	1,512	1,500	1,700	1,700
0010000	3163000	LOBBYIST REGISTRATION FEE	24,000	24,600	15,000	14,000	15,000
TOTAL TAXES			10,156,538	10,404,907	11,136,460	11,379,551	11,554,426
PERMIT, FEES AND SPECIAL ASSESSMENTS							
0010000	3221000	BUILDING PERMITS	637,925	1,181,033	1,279,000	1,024,000	1,000,000
0010000	3221500	PUBLIC WORKS PERMITS	26,132	28,751	25,000	28,000	28,000
0010000	3231000	ELECTRICITY	1,055,945	1,003,418	1,055,000	1,005,000	1,005,000
0010000	3234000	GAS	39,713	53,211	35,000	50,000	50,000
0010000	3293000	GARAGE SALES	1,022	500	500	500	500
TOTAL FRANCHISE FEES			1,760,737	2,266,913	2,394,500	2,107,500	2,083,500
INTERGOVERNMENTAL REVENUE							
0010000	3301000	INTERGOV REVENUE	0	1,567,091	0	668,278	0
0010000	3351012	STATE REVENUE SHARING	423,588	396,044	243,287	381,684	396,093
0010000	3351015	ALCOHOLIC BEVERAGE LICENS	16,784	17,924	16,000	16,000	16,000
0010000	3351018	LOCAL GOVT 1/2 C SALES TX	1,004,957	877,299	584,521	924,000	928,112
0010000	3382000	COUNTY LOCAL BUSINESS TAX	18,923	15,502	15,460	15,000	15,000
TOTAL INTERGOVERNMENTAL REVENUE			1,464,252	2,873,860	859,268	2,004,962	1,355,205
CHARGES FOR SERVICES							
0010000	3412000	ZONING HEARING FEES	18,700	51,651	25,000	110,000	50,000
0010000	3413000	ENVIRON REVW & PRESVT BRD	48,790	31,761	30,000	40,000	40,000
0010000	3413001	LIEN SEARCH FEES	16,190	17,515	15,000	17,000	17,000
0010000	3413002	SPECIAL EVENTS	4,750	4,420	3,500	1,680	4,000
0010000	3414000	MICROFILM SALES	1,588	602	1,000	0	500
0010000	3419010	BLDG & ZON REINSPECT FEES	350	50	150	0	0
0010000	3419030	CERT OF USE/OCCUPANCY	19,900	14,651	18,000	15,000	15,000
0010000	3419040	CODE ENFORCEMENT FINES	61,554	42,191	40,000	70,000	50,000
0010000	3419051	NOTARY&COPIES	19,050	18,146	17,000	25,000	20,000
0010000	3421010	POLICE SERVICES	37,112	42,826	40,000	25,000	30,000
0010000	3421021	TOWING ADMIN FEE	3,090	2,860	3,000	2,200	3,000
0010000	3421025	SCHL CRSNG GRDS- CTY REIM	25,139	20,427	25,000	16,400	20,000
0010000	3434100	SOLID WASTE CHARGES	33,261	35,995	28,000	30,000	30,000



ACCT NO.	ACCOUNT CLASSIFICATION	ACTUAL FY 18/19	ACTUAL FY 19/20	BUDGET FY 20/21	ESTIMATE FY 20/21	ADOPTED FY 21/22
0010000 3434200	PRIVATE HAULERS PERMIT FEE	645,910	615,259	650,000	650,000	665,600
0010000 3445100	PARKING PERMITS	125,836	73,281	115,776	64,000	64,000
0010000 3445200	PARKING METERS FRANCHISE	1,827,524	1,186,940	1,400,000	1,400,000	1,400,000
0010000 3445210	VALET PARKING	18,150	11,745	0	2,070	0
0010000 3445220	PARKING FUND REVENUE	9,656	18,171	0	21,560	22,598
0010000 3445300	PARKING VIOLATIONS	628,856	634,264	700,000	700,000	700,000
0010000 3472620	TENNIS COURT FEES	419,240	427,307	509,452	436,000	555,000
0010000 3472630	RECREATION PROGRAM FEES	91,021	35,752	48,000	50,000	65,000
0010000 3472631	MULTIPURPOSE CNTR-RENTAL	17,168	13,652	19,000	5,000	15,000
0010000 3472632	MULTI CNTR-MEMBERSHIP	22,442	8,582	16,000	16,000	16,000
0010000 3472635	REC FEES/MURRAY PARK POOL	18,280	7,526	16,000	12,000	12,000
0010000 3472650	S MIAMI PARK SOCCER	41,036	43,000	44,000	43,319	47,462
0010000 3472660	CONCESSION STANDS	3,255	0	3,000	0	3,000
TOTAL CHARGES FOR SERVICES		4,157,848	3,358,574	3,766,878	3,752,229	3,845,160
JUDGEMENTS, FINES AND FORFEITS						
0010000 3511200	METRO COURT FINES	87,036	52,599	70,000	24,000	70,000
0010000 3511210	RED LIGHT CAMERAS	342,859	312,615	350,000	360,000	360,000
0010000 3540000	VIOL LOCAL ORDINANCES	20,862	19,025	20,000	20,000	20,000
0010000 3541000	BURGLAR ALARM FINES	27,927	22,932	30,000	31,000	31,000
0010000 3541050	ALARM REGISTRATION CHG	35,300	31,500	32,000	30,000	30,000
TOTAL FINES AND FORFEITS		513,984	438,671	502,000	465,000	511,000
MISCELLANEOUS REVENUES						
0010000 3612000	INTEREST INCOME	233,495	188,363	193,000	194,465	195,000
0010000 3621100	PARKING GARAGE RENT	58,234	75,996	55,000	29,720	55,000
0010000 3622000	FASCELL PARK	24,442	12,541	26,000	5,200	25,000
0010000 3623000	BUS BENCH ADS	13,392	13,824	18,000	13,824	13,824
0010000 3625000	RENT C.A.A.	50,091	28,653	29,226	29,226	30,000
0010000 3625010	RENT- MOBLEY BLDG	0	2,806	0	0	0
0010000 3627500	SOUTH MIAMI MIDDLE SCHOOL	22,320	22,655	23,063	22,995	23,340
0010000 3629000	PALMER PARK RENTALS	24,216	14,629	27,000	12,500	23,000
0010000 3669000	HOSPITAL LANDSCAPE REVENU	4,754	8,579	7,337	7,338	6,339
0010000 3669100	DONATION	31,883	9,050	0	252,800	0
0010000 3695000	REIMB WORKERS COMP.	346	0	0	11,560	0
0010000 3695400	REIMBT-PUB WORKS LABOR	24,842	9,405	0	0	0
0010000 3697000	GAIN/LOSS ON ASSET SALE	4,876	89,933	0	0	0
0010000 3699201	MISC. OTHERS	61,940	174,529	23,064	40,000	15,000
0010000 3699225	SUNSET DR MTCE-FDOT REIMB	3,980	3,980	4,100	9,547	0
0010000 3699250	INSURANCE CLAIMS RECOVERY	68,710	67,843	0	9,547	0
0010000 3699501	SECTION 185 STATE CONTRIB	107,843	106,852	115,000	106,000	106,000
TOTAL MISCELLANEOUS REVENUES		735,364	829,638	520,790	744,722	492,503
TOTAL GENERAL FUND		18,788,723	20,172,563	19,179,896	20,453,964	19,841,794



ACCT NO.	ACCOUNT CLASSIFICATION	ACTUAL FY 18/19	ACTUAL FY 19/20	BUDGET FY 20/21	ESTIMATE FY 20/21	ADOPTED FY 21/22
OTHER SOURCES						
0010000 3811000	CONTRIB FROM OTHER FUNDS	25,000	14,555	0	0	1,008
0010000 3811500	TRANSF WATER/SEWER FUND	150,000	150,000	150,000	150,000	150,000
0010000 3811700	TRANSFER FROM CRA	110,965	2,097,887	0	0	0
TOTAL OTHER FINANCIAL SOURCES		285,965	2,262,442	150,000	150,000	151,008

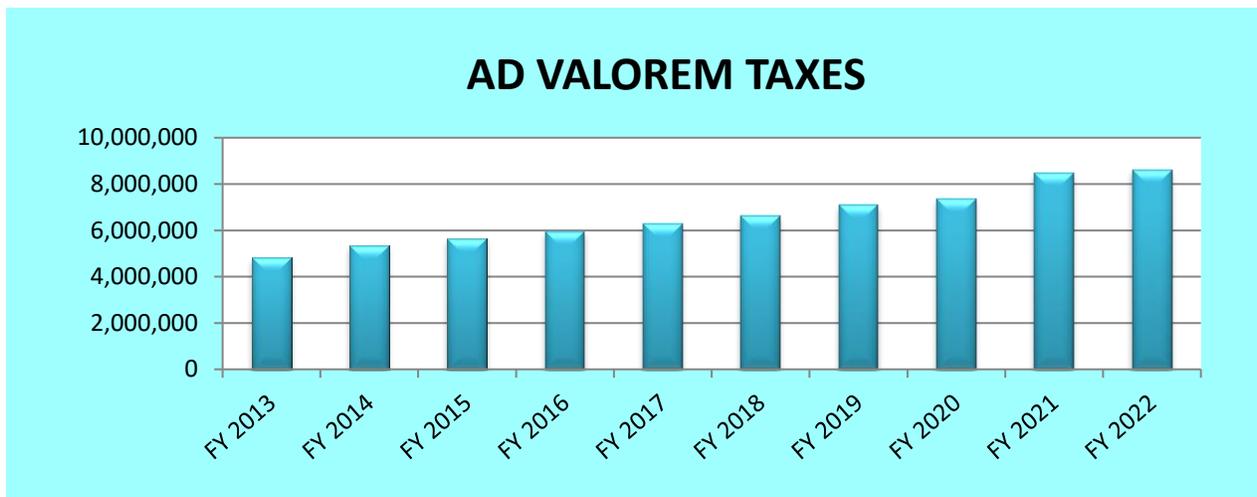


REVENUE PROJECTION RATIONALE

AD VALOREM TAXES

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

The Miami-Dade County Property Appraiser certified the Taxable Value within the City of South Miami at \$2,108,476,491. This valuation represents a 1.7% increase from the FY 2020-2021 level of \$2,073,136,890. The estimated revenue amount is calculated using the adopted City tax rate of 4.3000.



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

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

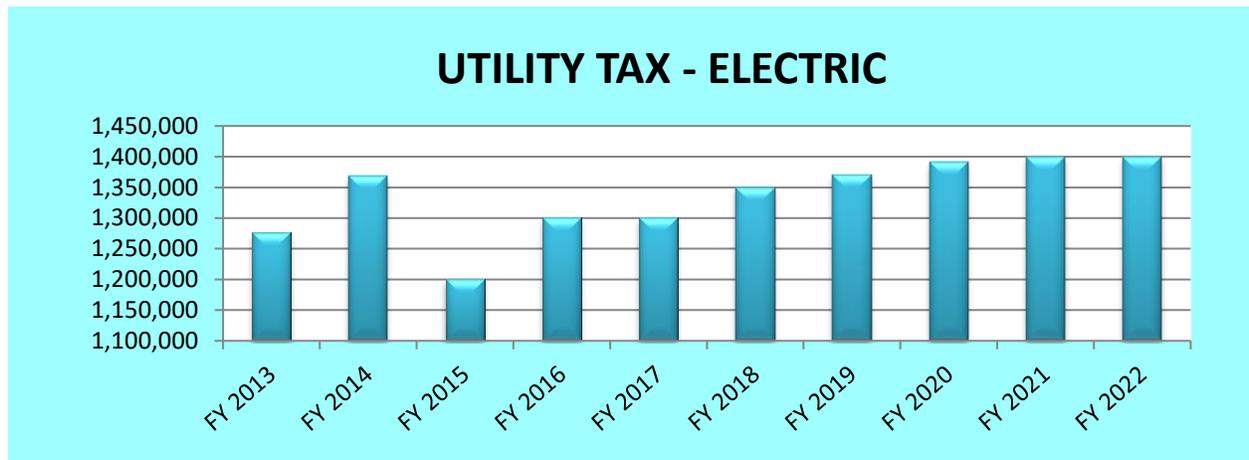
- Taxpayers receive a 4% discount for Ad Valorem payments received by November 30
- December 31st is 3%
- January 31st is 2%
- February 28th 1%
- Taxes become delinquent if not paid by March 31st
- The tax sale commences on or before June 1st



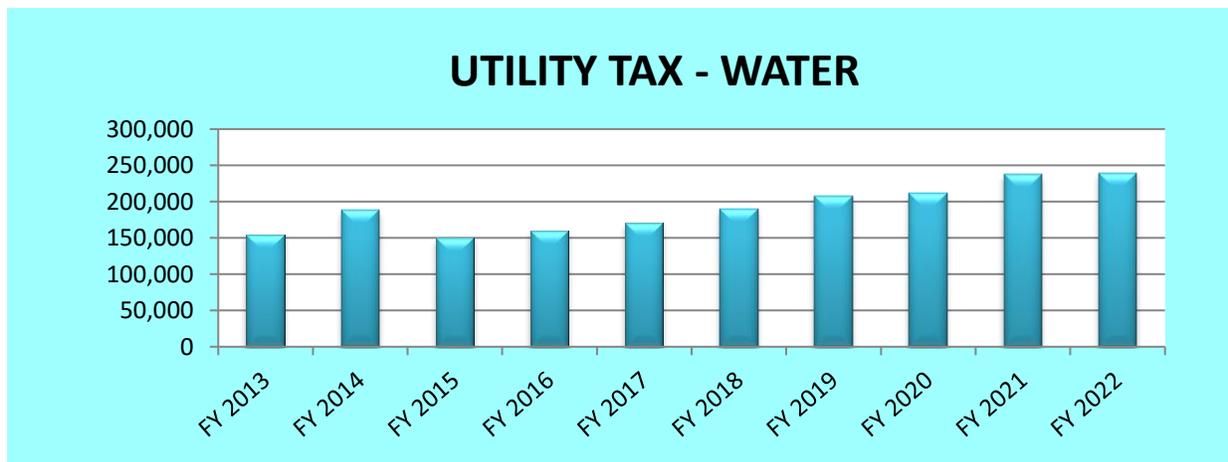
The City normally receives two distributions of Ad Valorem Tax Revenues in November and two distributions in December and then after monthly. After the tax certificate sale is completed in June and that distribution is made in approximately July, very little Ad Valorem revenue is collected until main tax season commences again in November.

UTILITY TAXES

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

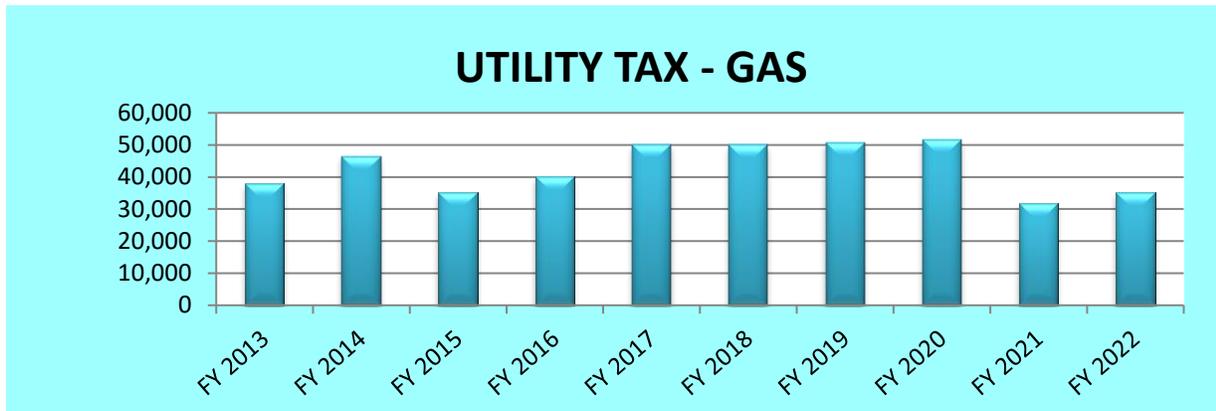


314.9000 Utility Tax-Water - Section 166.231(1) (A), Florida Statutes, authorizes a City to collect Public Service or Utility Taxes. The City has established by Ordinance 21-85-1238 utility taxes in the amount of 10% on payments received by the seller of water.



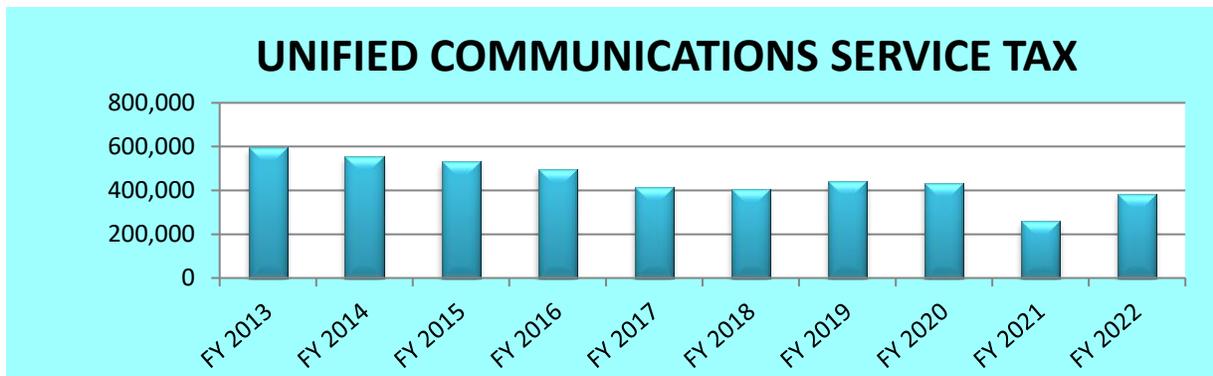


314.4000 Utility Tax-Gas - Section 166.231(1) (A), Florida Statutes, authorizes a City to collect Public Service or Utility Taxes. The City has established by Ordinance 21-85-1238 utility taxes in the amount of 10% on payments received by the seller of gas.



COMMUNICATION TAXES

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



LICENSES AND PERMITS

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



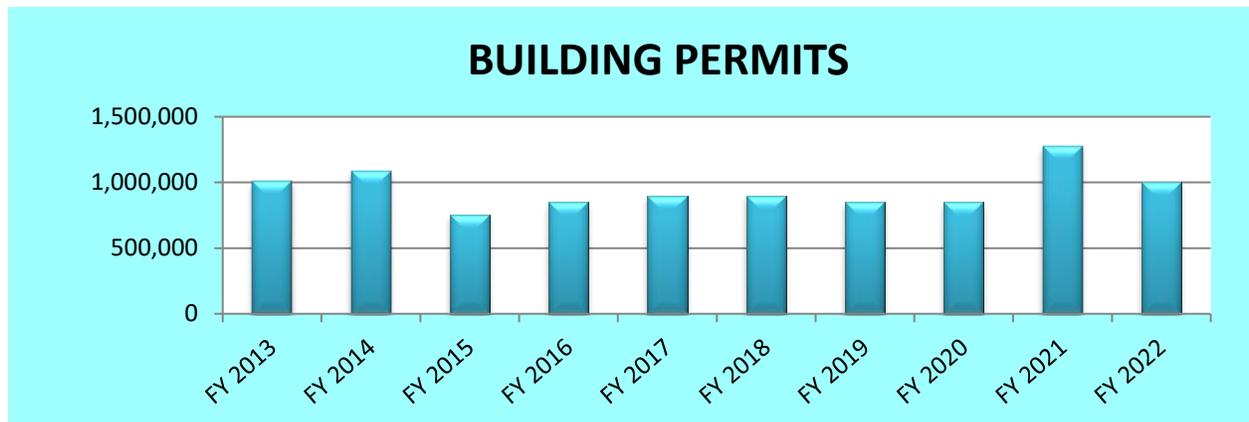
316.2000 Local Business Tax Receipts-New - Pursuant to Chapter 205, Florida Statutes, counties and municipalities are authorized to levy a local business tax, formerly called occupational license taxes, which was first authorized in Florida in 1869. As part of the levy, each local government establishes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

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

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

PERMIT, FEES AND SPECIAL ASSESMENTS

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



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



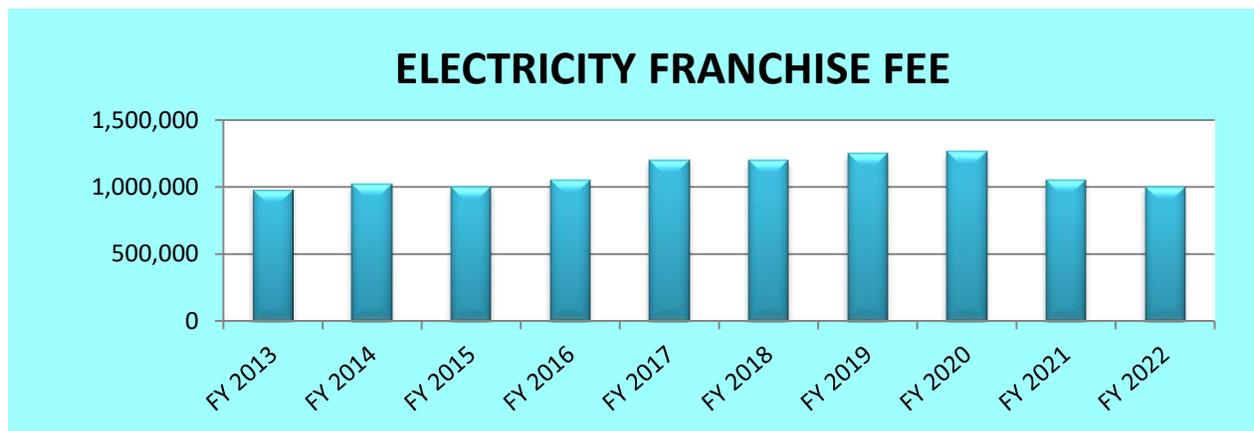
The City uses two different methods to calculate direct and reasonable indirect expenses for carrying out the City’s responsibilities in enforcing the Florida Building Code. First method is to apply 2.4%, which is the City’s Building Department’s full-time personnel percentage, to the overall FY budget, excluding the Building Department’s estimated expenses, which are considered a direct expense, and adding those two amounts to determine the actual amount to enforce the Florida Building Code for that particular fiscal year.

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

Under both methods, the City expects revenues to exceed the estimated direct and indirect expenses for FY 2022; which will help replenish the general fund losses from the previous fiscal years, hence no surplus amount is available to carry-forward or refund.

Lastly, the Building Department represents 2.4% of the City’s overall proposed budgeted expenses for FY 2021-2022, which is in-line with the reasonable indirect expenses being calculated to enforce the Florida Building Code as provided in FS. 553.80.

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



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.

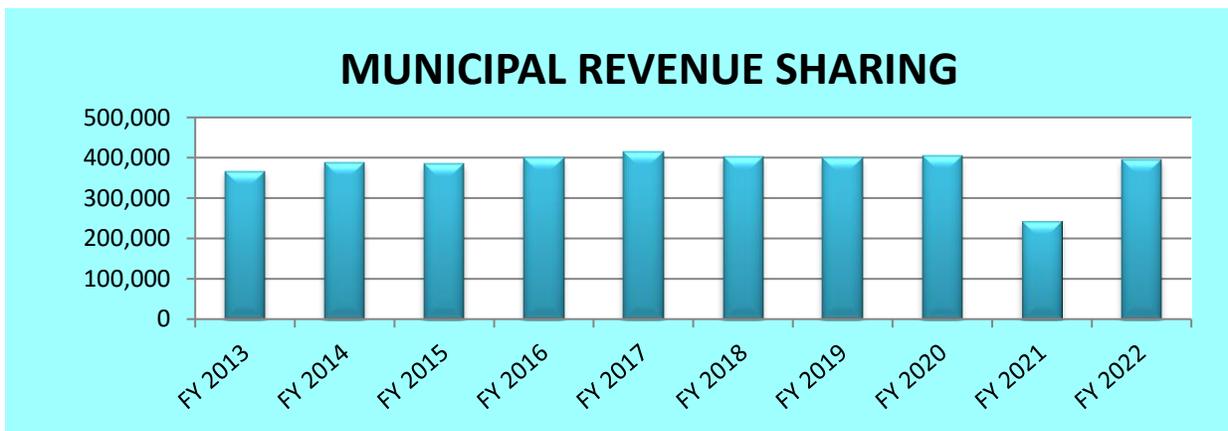


329.1000 Penalties on Local Business Tax Receipts - Revenues in this category are generated by the collection of late fees on Local Business Tax Receipts.

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

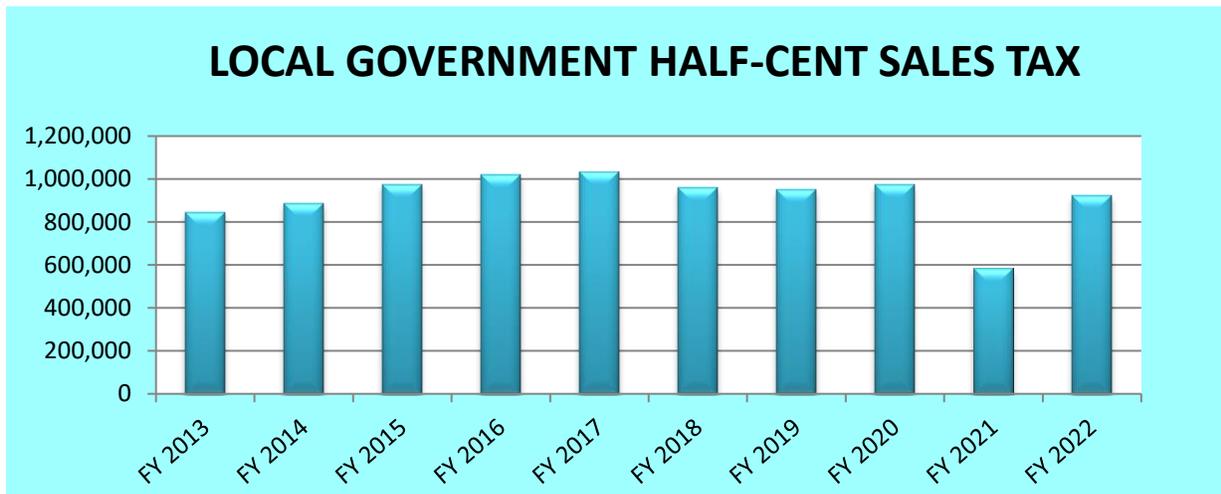
335.1012 Municipal Revenue Sharing - The Florida Revenue Sharing Act of 1972, codified as Part II of Chapter 218, Florida Statutes, was an attempt by the Florida Legislature to ensure a minimum level of revenue parity across municipalities and counties. Provisions in the enacting legislation created 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.



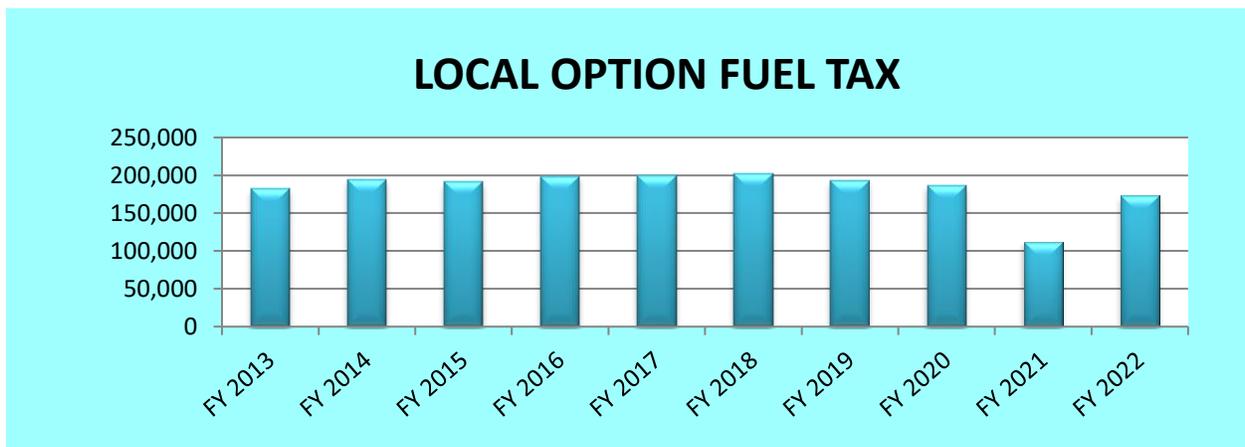
335.1015 Beverage License - Various alcoholic beverage license taxes are levied on manufacturers, distributors, vendors, and sales agents of alcoholic beverages in Florida. The tax is administered, collected, enforced, and distributed back to the local governments by the Division of Alcoholic Beverages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



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





COUNTY REVENUE

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

GENERAL CHARGES

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

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

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

341.3002 Special Events – Revenue for special events application fees.

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

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

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

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

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



PUBLIC SAFETY

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

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

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

PHYSICAL CHARGES

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

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

PARKING REVENUE

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

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





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

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

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



RECREATION FEES

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

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

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

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

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



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

FINES AND FORFEITURES

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

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

354.1000 Burglar Alarm Fines - Revenues generated when the Police Department responds to false alarm calls. While there is no charge for the first false alarm, there is a charge of \$50 for the second false alarm, \$100 for the third, \$150 for the fourth, \$200 for the fifth, and sixth or more false alarms the fee is \$200 per occurrence. Furthermore, this line item accounts for penalties for non-registered alarms.

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

INTEREST INCOME

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

RENTAL

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

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

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

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



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

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

CONTRIBUTIONS, REIMBURSEMENT and MISCELLANEOUS REVENUE

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

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

369.9201 Miscellaneous Revenues - Any other revenues not otherwise classified.

OTHER FINANCING SOURCES

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



DEPARTMENTAL EXPENSE RATIONALE

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

PERSONNEL SERVICES

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

WAGE AND SALARY PLAN ADJUSTMENTS POLICY

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

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

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

Cost of Living

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



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

The projected index for the current year is:

(Annual Average CPI 2020) October 1, 2021– September 30, 2022 = 0.9%

OPERATING EXPENDITURE/EXPENSES

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

CAPITAL OUTLAY

Outlays for the acquisition of or addition to fixed assets.

CAPITAL IMPROVEMENT PROGRAM (CIP) FUND

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



DEFINITIONS FOR EXPENSES

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

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

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

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

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

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

22 RETIREMENT CONTRIBUTIONS - Amounts contributed to a retirement fund.

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

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

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

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

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

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



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

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

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

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

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

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

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

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

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

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

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

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

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



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

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

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

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

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

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

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

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

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

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

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

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



GENERAL FUND 5 YEAR PROJECTIONS



GENERAL FUND 5-YEAR PROJECTIONS

PURPOSE

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

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

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

The City of South Miami's General Fund projections are based upon current projected levels of service and staffing in the 2021-22 adopted budget.

General Fund

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

REVENUE PROJECTIONS

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

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



Property Tax Revenue

Property tax revenues are the largest source of revenue for the General Fund representing 43.5% of the total anticipated General Fund revenues in the 2021-22 adopted budget. The City of South Miami is basically “built out.” Therefore, the City will not see much increase in taxable values from major new residential development.

The City’s 2021 taxable values increased by approximately 1.7% which is reflected in the 2021-22 adopted budget. Because we anticipate the continued upward trend of tax valuations, our ad valorem revenues increase by 2% each year over the five-year projection period.

Building Permits

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

Utility Taxes & Franchise Fees

Franchise fees in the City of South Miami are levied on companies in exchange for the right to operate franchises for the purpose of maintaining and operating an electrical or gas distribution system in the City. Utility taxes, or public service taxes, are fees levied on the purchase of electric, gas, water, oil, or propane within the City. These combined revenue sources account for 13.8% of total General Fund revenue in fiscal year 2021-22.

Overall, receipts from utility and franchise fees represent the majority of this revenue category. Unlike sales tax revenue, which has shown some recent growth, these revenues have remained fairly flat for the last five-years. Revenues from these two sources are forecasted to have a minor increase throughout the forecast period.

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

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



Local Option, Communication Services, and Other Taxes

The revenues in this category include communications taxes and local business taxes which account for 6.2% of total General Fund revenue. The revenue from the communication services tax is estimated to provide \$384,000 in fiscal year 2021-22, an increase from the prior year of \$258,845, which was decreased significantly due to the Pandemic. And though this tax has recovered significantly in the past year, it is not expected to continue increasing as people move away from using landlines. For this reason, communication tax is not forecasted to increase for the remainder of the forecast period. Other taxes are also expected to slowly increase by approximately 3% for each of the next five-years.

Intergovernmental Revenues

Intergovernmental revenues are budgeted at \$1,355,205 for fiscal year 2021-22 which accounts for approximately 6.8% of total General Fund revenues. Some of the major revenues included in this category are half-cent sales tax and state revenue sharing. Half-cent sales tax and state revenue sharing projections decreased in FY 2020-21 due to the COVID-19 outbreak but are now on their way to a full recovery. An expected increase in taxes collected from out of state online retailers is also contributing to the forecasted increase throughout the next five years.

Parking Fund Revenue

This revenue line item relates to the Off-Street annual supplemental parking that is required to be paid by businesses which do not have the required number of parking spaces on premise. In FY 2019-20 the City revised the policy and is requiring business to purchase monthly decal parking permits, however, this revenue is not expected to increase in future years.

Tennis Court Fees

The City in the middle of the 2015-16 Fiscal Year decided to begin operating the tennis program in-house. Finance has determined a 10% change over the course of the 5-year projection due to additional revenue from courts being added and lights in Dante Fascell Park.

Red Light Cameras

The City began its red-light camera program in FY 2015-16. There are currently four red light cameras operating in the City. There are no cameras anticipated to be added at this time, therefore, revenue is expected to remain constant over the rest of the 5-year projection.

Other Revenue Sources

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



Other Financial Sources

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

EXPENDITURE PROJECTIONS

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

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

Salary and Benefits

Salary and benefit costs approximate 57% of all General Fund expenditures, at \$11.3 million. All projected increases reflect contractual obligations under the current union contracts.

Medical insurance costs for General Fund employees are approximately \$1 million of the City's total adopted 2021-22 General Fund operating budget. Medical insurance costs for the City are projected to increase approximately 2% per year through the forecast period.

Pension costs for General Fund employees are approximately \$723,608 of the City's total General Fund expenditures in FY 2021-22. Pension costs are estimated at approximately 6.25% of covered payroll in fiscal year 2021-22. Forecast estimates include an increase of 2% to incorporate the growth in wages.

Operating Expenditures

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

Transfer to Debt Service Costs

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



Transfers to the Capital Improvement Fund

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

Forecast Summary Analysis

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



**GENERAL FUND 5 YEAR FORECAST
FY 2021-2022**

DEPT NO	ACCOUNT CLASSIFICATION	ADOPTED FY 21/22	PROJECTED FY 22/23	PROJECTED FY 23/24	PROJECTED FY 24/25	PROJECTED FY 25/26
BEGINNING FUND BALANCE		8,649,690	4,586,113	2,615,830	1,552,484	427,009
	TAXES	11,554,426	11,740,151	11,929,972	12,124,000	12,322,351
	PERMIT, FEES AND SPECIAL ASSESSMENTS	2,083,500	2,104,683	2,126,086	2,147,711	2,169,561
	INTERGOV REVENUE	1,355,205	1,396,590	1,439,242	1,483,202	1,528,507
	CHARGES FOR SERVICES	3,845,160	3,928,432	4,016,790	4,110,620	4,210,341
	FINES AND FORFEITURES	511,000	516,110	521,271	526,484	531,749
	MISCELLANEOUS REVENUES	492,503	495,897	499,581	503,374	507,280
	TOTAL	19,841,794	20,181,863	20,532,943	20,895,390	21,269,788
OTHER FINANCIAL SOURCES		151,008	150,000	150,000	150,000	150,000
DEPARTMENTS						
1100	CITY COMMISSION	140,368	143,175	146,039	148,960	151,939
1200	CITY CLERK	464,725	474,020	483,500	493,170	503,033
1500	CITY ATTORNEY	384,851	392,548	400,399	408,407	416,575
1310	CITY MANAGER	960,241	979,446	999,035	1,019,015	1,039,396
1410	FINANCE DEPARTMENT	1,292,463	1,318,312	1,344,679	1,371,572	1,399,004
1340	INFORM. TECH. DIVISION	566,043	577,364	588,911	600,689	612,703
1320	PROCUREMENT DIVISION	270,908	276,326	281,853	287,490	293,240
1330	PERSONNEL DIVISION	666,285	679,611	693,203	707,067	721,208
1610	BUILDING DEPARTMENT	474,619	484,111	493,794	503,669	513,743
1620	PLANNING DEPARTMENT	610,241	622,446	634,895	647,593	660,544
1640	CODE ENFORCEMENT	397,204	405,148	413,251	421,516	429,946
1770	PW-OFFICE OF DIRECTOR	91,609	93,441	95,310	97,216	99,161
1710	PW-BLDG. MAINT.	473,373	482,840	492,497	502,347	512,394
1720	PW-SOLID WASTE	1,475,979	1,505,499	1,535,609	1,566,321	1,597,647
1730	PW-STREETS MAINT.	702,177	716,221	730,545	745,156	760,059
1760	PW-MOTOR POOL	592,636	604,489	616,578	628,910	641,488
1790	PW-ENG. & CONSTR.	225,775	230,291	234,896	239,594	244,386
1910	POLICE	7,354,831	7,501,928	7,651,966	7,805,005	7,961,106
2000	PARKS & RECREATION	878,380	895,948	913,867	932,144	950,787
2010	TENNIS	498,274	508,239	518,404	528,772	539,348
2020	COMMUNITY CENTER	652,228	665,273	678,578	692,150	705,993
1750	LANDSCAPE MAINT.	496,838	506,775	516,910	527,248	537,793
2030	COMMUNITY POOL	131,470	134,099	136,781	139,517	142,307
2100	NON-DEPARTMENTAL	115,000	117,300	119,646	122,039	124,480
	TOTAL	19,916,518	20,314,848	20,721,145	21,135,568	21,558,280
OPERATING NET DIFFERENCE		76,284	17,015	-38,203	-90,178	-138,492
2100	NON-DEPARTMENT TRANSFER	4,139,861	1,987,298	1,025,143	1,035,298	1,032,857
ENDING FUND BALANCE		\$4,586,113	2,615,830	1,552,484	427,009	-744,340



**GENERAL FUND 5 YEAR PROJECTED REVENUES
FY 2021-2022**

ACCT NO.	ACCOUNT CLASSIFICATION	ADOPTED FY 21/22	PROJECTED FY 22/23	PROJECTED FY 23/24	PROJECTED FY 24/25	PROJECTED FY 25/26	
TAXES							
0010000	3111000	AD VALOREM TAXES	8,613,126	8,785,389	8,961,096	9,140,318	9,323,125
0010000	3112000	AD VALOREM DELINQUENT	35,000	35,700	36,414	37,142	37,885
0010000	3121000	LOCAL OPTION FUEL TAX	173,600	176,226	178,891	181,597	184,344
0010000	3141000	UTILITY TAX-ELECTRIC	1,400,000	1,400,000	1,400,000	1,400,000	1,400,000
0010000	3144000	UTILITY TAX - GAS	35,000	36,750	38,588	40,517	42,543
0010000	3149000	UTILITY TAX - MDC WATER	240,000	240,000	240,000	240,000	240,000
0010000	3150000	UNIFIED COMM SERVICES TAX	384,000	384,000	384,000	384,000	384,000
0010000	3161000	LOCAL BUSINESS TAX-RENEWALS	567,000	568,653	570,310	571,973	573,640
0010000	3162000	LOCAL BUSINESS TAX NEW	90,000	96,734	103,973	111,753	120,115
0010000	3162100	BUSINESS TAX TRANSFER FEES	1,700	1,700	1,700	1,700	1,700
0010000	3163000	LOBBYIST REGISTRATION FEE	15,000	15,000	15,000	15,000	15,000
TOTAL TAXES			11,554,426	11,740,151	11,929,972	12,124,000	12,322,351
PERMIT, FEES AND SPECIAL ASSESMENTS							
0010000	3221000	BUILDING PERMITS	1,000,000	1,010,000	1,020,100	1,030,301	1,040,604
0010000	3221500	PUBLIC WORKS PERMITS	28,000	28,628	29,271	29,928	30,599
0010000	3231000	ELECTRICITY	1,005,000	1,015,050	1,025,201	1,035,453	1,045,807
0010000	3234000	GAS	50,000	50,500	51,005	51,515	52,030
0010000	3293000	GARAGE SALES	500	505	510	515	520
TOTAL PERMIT, FEES AND SPECIAL ASSESMENTS			2,083,500	2,104,683	2,126,086	2,147,711	2,169,561
INTERGOVERNMENTAL REVENUE							
0010000	3351012	STATE REVENUE SHARING	396,093	407,976	420,215	432,822	445,806
0010000	3351015	ALCOHOLIC BEVERAGE LICENS	16,000	16,320	16,646	16,979	17,319
0010000	3351018	LOCAL GOVT 1/2 C SALES TX	928,112	956,994	986,775	1,017,483	1,049,146
0010000	3382000	COUNTY LOCAL BUSINESS TAX	15,000	15,300	15,606	15,918	16,236
TOTAL INTERGOVERNMENTAL REVENUE			1,355,205	1,396,590	1,439,242	1,483,202	1,528,507
CHARGES FOR SERVICES							
0010000	3412000	ZONING HEARING FEES	50,000	50,000	50,000	50,000	50,000
0010000	3413000	ENVIRON REVW & PRESVT BRD	40,000	40,000	40,000	40,000	40,000
0010000	3413001	LIEN SEARCH FEES	17,000	17,304	17,614	17,929	18,250
0010000	3413002	SPECIAL EVENTS	4,000	4,583	5,252	6,018	6,895
0010000	3414000	MICROFILM SALES	500	500	500	500	500
0010000	3419030	CERT OF USE/OCCUPANCY	15,000	15,000	15,000	15,000	15,000
0010000	3419040	CODE ENFORCEMENT FINES	50,000	51,222	52,475	53,757	55,072
0010000	3419051	BACKGROUND NOTARY&COPIES	20,000	20,800	21,632	22,497	23,397
0010000	3421010	POLICE SERVICES	30,000	30,000	30,000	30,000	30,000
0010000	3421021	TOWING ADMIN FEE	3,000	3,054	3,108	3,164	3,220
0010000	3421025	SCHL CRSNG GRDS- CTY REIM	20,000	20,000	20,000	20,000	20,000
0010000	3434100	SOLID WASTE CHARGES	30,000	30,000	30,000	30,000	30,000



ACCT NO.	ACCOUNT CLASSIFICATION	ADOPTED FY 21/22	PROJECTED FY 22/23	PROJECTED FY 23/24	PROJECTED FY 24/25	PROJECTED FY 25/26
0010000	3434200	665,600	671,093	676,632	682,216	687,846
0010000	3445100	64,000	65,920	67,898	69,935	72,033
0010000	3445200	1,400,000	1,400,000	1,400,000	1,400,000	1,400,000
0010000	3445220	22,598	22,598	22,598	22,598	22,598
0010000	3445300	700,000	719,642	739,836	760,596	781,938
0010000	3472620	555,000	602,208	653,432	709,012	769,320
0010000	3472630	65,000	66,950	68,959	71,027	73,158
0010000	3472631	15,000	15,450	15,914	16,391	16,883
0010000	3472632	16,000	16,987	18,035	19,148	20,329
0010000	3472635	12,000	12,863	13,788	14,780	15,843
0010000	3472650	47,462	49,257	51,120	53,053	55,060
0010000	3472660	3,000	3,000	3,000	3,000	3,000
TOTAL CHARGES FOR SERVICES		3,845,160	3,928,432	4,016,790	4,110,620	4,210,341
FINES AND FORFEITS						
0010000	3511200	70,000	70,700	71,407	72,121	72,842
0010000	3511210	360,000	363,600	367,236	370,908	374,617
0010000	3540000	20,000	20,200	20,402	20,606	20,812
0010000	3541000	31,000	31,310	31,623	31,939	32,259
0010000	3541050	30,000	30,300	30,603	30,909	31,218
TOTAL FINES AND FORFEITS		511,000	516,110	521,271	526,484	531,749
MISCELLANEOUS REVENUES						
0010000	3612000	195,000	195,000	195,000	195,000	195,000
0010000	3621100	55,000	56,650	58,350	60,100	61,903
0010000	3622000	25,000	25,000	25,000	25,000	25,000
0010000	3623000	13,824	14,178	14,540	14,912	15,294
0010000	3625000	30,000	30,000	30,000	30,000	30,000
0010000	3627500	23,340	24,040	24,761	25,504	26,269
0010000	3629000	23,000	23,690	24,401	25,133	25,887
0010000	3669000	6,339	6,339	6,529	6,725	6,927
0010000	3699201	15,000	15,000	15,000	15,000	15,000
0010000	3699501	106,000	106,000	106,000	106,000	106,000
TOTAL MISCELLANEOUS REVENUES		492,503	495,897	499,581	503,374	507,280
TOTAL GENERAL FUND		19,841,794	20,181,863	20,532,943	20,895,390	21,269,788
0010000	3811000	1,008	0	0	0	0
0010000	3811500	150,000	150,000	150,000	150,000	150,000
TOTAL OTHER FINANCIAL SOURCES		151,008	150,000	150,000	150,000	150,000



GENERAL FUND 5 YEAR PROJECTED EXPENDITURES
FY 2021-2022

DEPT NO	ACCOUNT CLASSIFICATION	ADOPTED FY 21/22	PROJECTED FY 22/23	PROJECTED FY 23/24	PROJECTED FY 24/25	PROJECTED FY 25/26
Personnel Services						
1100	CITY COMMISSION	109,243	111,428	113,656	115,930	118,248
1200	CITY CLERK	250,405	255,413	260,521	265,732	271,046
1500	CITY ATTORNEY	0	0	0	0	0
1310	CITY MANAGER	557,341	568,488	579,858	591,455	603,284
1410	FINANCE DEPARTMENT	525,816	536,332	547,059	558,000	569,160
1340	INFORM. TECH. DIVISION	0	0	0	0	0
1320	PROCUREMENT DIVISION	173,826	177,303	180,849	184,466	188,155
1330	PERSONNEL DIVISION	84,445	86,134	87,857	89,614	91,406
1610	BUILDING DEPARTMENT	450,788	459,804	469,000	478,380	487,947
1620	PLANNING DEPARTMENT	377,344	384,891	392,589	400,440	408,449
1640	CODE ENFORCEMENT	351,261	358,286	365,452	372,761	380,216
1770	PW-OFFICE OF DIRECTOR	82,359	84,006	85,686	87,400	89,148
1710	PW-BLDG. MAINT.	151,543	154,574	157,665	160,819	164,035
1720	PW-SOLID WASTE	495,479	505,389	515,496	525,806	536,322
1730	PW-STREETS MAINT.	371,347	378,774	386,349	394,076	401,958
1760	PW-MOTOR POOL	214,606	218,898	223,276	227,742	232,296
1790	PW-ENG. & CONSTR.	208,840	213,017	217,277	221,623	226,055
1910	POLICE	6,004,252	6,124,337	6,246,824	6,371,760	6,499,195
2000	PARKS & RECREATION	562,014	573,254	584,719	596,414	608,342
2010	TENNIS	221,644	226,077	230,598	235,210	239,915
2020	COMMUNITY CENTER	551,279	562,305	573,551	585,022	596,722
1750	LANDSCAPE MAINT.	196,492	200,422	204,430	208,519	212,689
2030	COMMUNITY POOL	56,830	57,967	59,126	60,308	61,515
2100	NON-DEPARTMENTAL	0	0	0	0	0
	TOTAL	11,997,154	12,237,097	12,481,839	12,731,476	12,986,105
Operating Expenses						
1100	CITY COMMISSION	31,125	31,748	32,382	33,030	33,691
1200	CITY CLERK	214,320	218,606	222,979	227,438	231,987
1500	CITY ATTORNEY	384,851	392,548	400,399	408,407	416,575
1310	CITY MANAGER	402,900	410,958	419,177	427,561	436,112
1410	FINANCE DEPARTMENT	766,647	781,980	797,620	813,572	829,843
1340	INFORM. TECH. DIVISION	566,043	577,364	588,911	600,689	612,703
1320	PROCUREMENT DIVISION	97,082	99,024	101,004	103,024	105,085
1330	PERSONNEL DIVISION	581,840	593,477	605,346	617,453	629,802
1610	BUILDING DEPARTMENT	23,831	24,308	24,794	25,290	25,795
1620	PLANNING DEPARTMENT	232,897	237,555	242,306	247,152	252,095
1640	CODE ENFORCEMENT	45,943	46,862	47,799	48,755	49,730
1770	PW-OFFICE OF DIRECTOR	9,250	9,435	9,624	9,816	10,012
1710	PW-BLDG. MAINT.	321,830	328,267	334,832	341,529	348,359
1720	PW-SOLID WASTE	980,500	1,000,110	1,020,112	1,040,514	1,061,325
1730	PW-STREETS MAINT.	330,830	337,447	344,196	351,079	358,101
1760	PW-MOTOR POOL	378,030	385,591	393,302	401,168	409,192



DEPT NO	ACCOUNT CLASSIFICATION	ADOPTED FY 21/22	PROJECTED FY 22/23	PROJECTED FY 23/24	PROJECTED FY 24/25	PROJECTED FY 25/26
1790	PW-ENG. & CONSTR.	16,935	17,274	17,619	17,972	18,331
1910	POLICE	1,350,579	1,377,591	1,405,142	1,433,245	1,461,910
2000	PARKS & RECREATION	316,366	322,693	329,147	335,730	342,445
2010	TENNIS	276,630	282,163	287,806	293,562	299,433
2020	COMMUNITY CENTER	100,949	102,968	105,027	107,128	109,270
1750	LANDSCAPE MAINT.	300,346	306,353	312,480	318,730	325,104
2030	COMMUNITY POOL	74,640	76,133	77,655	79,209	80,793
2100	NON-DEPARTMENTAL	115,000	117,300	119,646	122,039	124,480
	TOTAL	7,919,364	8,077,751	8,239,306	8,404,092	8,572,174
		19,916,518	20,314,848	20,721,145	21,135,568	21,558,280
	NON-DEPARTMENT TRANSFER	4,139,861	1,987,298	1,025,143	1,035,298	1,032,857



CITY OF SOUTH MIAMI
DEPARTMENTS AND DIVISIONS



MAYOR AND CITY COMMISSION

001-1100-511

MISSION

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

MAYOR AND CITY COMMISSION FUNCTION

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

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

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

MAYOR AND CITY COMMISSION OBJECTIVES

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



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

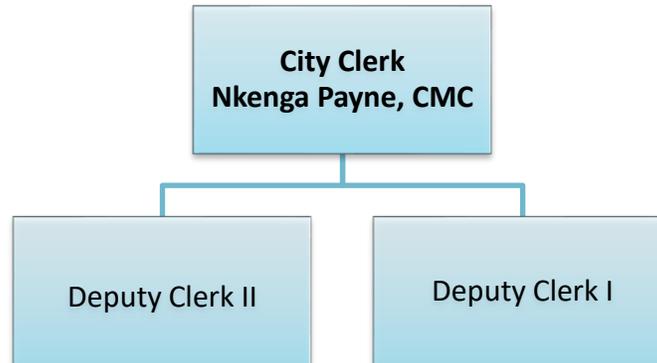
MAYOR AND CITY COMMISSION BUDGET FY 2021-2022
001-1100-511

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 18/19	ACTUAL FY 19/20	BUDGET FY 20/21	ESTIMATE FY 20/21	ADOPTED FY 21/22
0011100	5111110 SALARIES - EXECUTIVE	62,000	62,290	62,000	62,000	62,000
0011100	5112110 F. I. C. A.	5,763	5,852	4,743	4,743	4,743
0011100	5112310 GROUP HEALTH INSURANCE	26,694	27,447	40,046	40,046	42,314
0011100	5112410 WORKER'S COMPENSATION	147	102	186	186	186
	TOTAL PERSONNEL SERVICES	94,604	95,691	106,975	106,975	109,243
0011100	5114010 MAYOR'S EXPENSE	819	1,390	2,000	2,000	2,000
0011100	5114020 COMMISSIONER'S EXPENSE-ONE	1,427	1,378	1,500	1,500	1,500
0011100	5114030 COMMISSIONER'S EXPENSE-FOUR	1,494	1,475	1,500	1,500	1,500
0011100	5114040 COMMISSIONER'S EXPENSE-THREE	1,043	1,382	1,500	1,500	1,500
0011100	5114050 COMMISSIONER'S EXPENSE-TWO	201	1,000	1,500	1,500	1,500
0011100	5114060 MAYOR'S AUTO ALLOWANCE	500	500	500	500	500
0011100	5114071 TRAVEL & CONFERENCE-MAYOR	798	75	1,200	1,200	1,200
0011100	5114072 TRAVEL & CONFERENCE-ONE	579	938	1,200	1,200	1,200
0011100	5114073 TRAVEL & CONFERENCE-TWO	79	0	1,200	1,200	1,200
0011100	5114074 TRAVEL & CONFERENCE-THREE	4	0	1,200	1,200	1,200
0011100	5114075 TRAVEL & CONFERENCE-FOUR	220	79	1,200	1,200	1,200
0011100	5114120 COMMUNICATION	4,744	4,766	5,000	5,000	5,000
0011100	5114830 KEYS & FLOWERS	750	683	750	750	750
0011100	5115210 SUPPLIES	1,356	2,405	4,750	4,750	4,750
0011100	5115410 MEMBERSHIPS & SUBSCRIPTIONS	3,395	3,390	6,125	6,125	6,125
	TOTAL OPERATING EXPENSES	17,409	19,461	31,125	31,125	31,125
	TOTAL COMMISSION	112,013	115,152	138,100	138,100	140,368



CITY CLERK'S OFFICE

001-1200-512



MISSION

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

FUNCTION

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

CITY CLERK'S OFFICE ACCOMPLISHMENTS FOR FY 2021

- Completed and distributed City Commission agenda packets and maintained accurate minutes of all proceedings.
- Administered the publication of the City Charter & Code.
- Published public notices as required by law.
- Implemented and maintained a records management system.
- Acted as the records custodian for the City and disseminated information to the public as necessary.
- Continued with our microfilm digitizing project.



- Continued transferring all ordinances, resolutions, agendas, and other records into Laserfiche.
- Continued responding to public records requests in a timely fashion in compliance with F.S. 119, including the high demand for microfilm records.
- Continued to provide records retention and disposition information to departments.
- Continued to publish, receive and maintain record of bids and proposals as needed.
- Continued the process for converting City records to electronic storage.
- Continued organizing and preserving old records.
- Continued gathering information for the Tree City USA December 31st re-certification application.
- Supervised the Special Election on April 20, 2021.

CITY CLERK'S OFFICE OBJECTIVES FY 2022

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



- Continue the process for converting City records to electronic storage.
- Continue organizing and preserving old records.

CITY CLERK'S OFFICE ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2018	ACTUAL FY 2019	ACTUAL FY 2020	PROJECTED FY 2021	ESTIMATED FY 2022
Number of agenda packets prepared	55	55	55	55	60
Number of minutes prepared (CSM)	55	55	55	55	60
Agenda packets prepared (SMCRA)	25	25	25	0	0
No. of minutes prepared (SMCRA)	25	25	25	0	0
Resolutions / Ordinances prepared	220	300	300	300	300
Lobbyists registration	70	75	75	75	75
Public records requests	300	300	300	400	400
Notarizations	25	25	25	25	25
Requests for Microfilm Records	673	700	300	400	400
Microfilm copies	614	700	1200	1500	1500



CITY CLERK BUDGET FY 2021-2022
001-1200-512

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 18/19	ACTUAL FY 19/20	BUDGET FY 20/21	ESTIMATE FY 20/21	ADOPTED FY 21/22
0011200	5121210	181,751	191,143	191,667	190,539	193,404
0011200	5122110	13,753	14,455	14,663	14,295	14,795
0011200	5122210	7,906	13,653	10,568	10,568	12,148
0011200	5122220	3,601	3,998	4,573	4,573	4,089
0011200	5122310	21,378	21,917	24,028	21,451	25,389
0011200	5122410	451	308	575	471	580
	TOTAL PERSONNEL SERVICES	228,840	245,474	246,074	241,897	250,405
0011200	5123450	48,850	48,850	52,350	52,350	53,861
0011200	5123480	0	0	45,000	45,000	45,000
0011200	5124070	3,879	725	7,500	7,500	7,500
0011200	5124110	493	285	500	500	500
0011200	5124120	1,089	1,098	1,080	1,080	1,080
0011200	5124710	1,230	1,230	1,230	1,230	1,230
0011200	5124910	53,774	89,367	80,000	80,000	90,000
0011200	5124920	0	30,599	8,000	33,869	0
0011200	5124950	4,520	3,186	7,000	7,000	7,000
0011200	5125210	2,023	1,897	2,379	2,379	2,379
0011200	5125410	875	615	770	770	770
	TOTAL OPERATING EXPENSES	116,733	177,852	205,809	231,678	209,320
0011200	5129920	1,763	0	5,000	0	5,000
	OTHER FUNDING SOURCE	1,763	0	5,000	0	5,000
	TOTAL CITY CLERK	347,336	423,326	456,883	473,575	464,725



CITY ATTORNEY'S OFFICE

001-1500-514

MISSION

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

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

CITY ATTORNEY'S OFFICE FUNCTION

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

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

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

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



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

CITY ATTORNEY'S OFFICE OBJECTIVES

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



CITY ATTORNEY BUDGET FY 2021-2022
001-1500-514

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 18/19	ACTUAL FY 19/20	BUDGET FY 20/21	ESTIMATE FY 20/21	ADOPTED FY 21/22
0011500	5143120	222,511	276,580	282,310	282,310	284,851
0011500	5143410	42,323	49,664	35,000	35,000	35,000
0011500	5143440	4,756	0	0	0	0
0011500	5144065	29,953	12,208	65,000	65,000	65,000
	TOTAL OPERATING EXPENSES	299,543	338,452	382,310	382,310	384,851
	TOTAL LEGAL SERVICES	299,543	338,452	382,310	382,310	384,851

CITY ATTORNEY'S OFFICE BUDGET HIGHLIGHTS

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

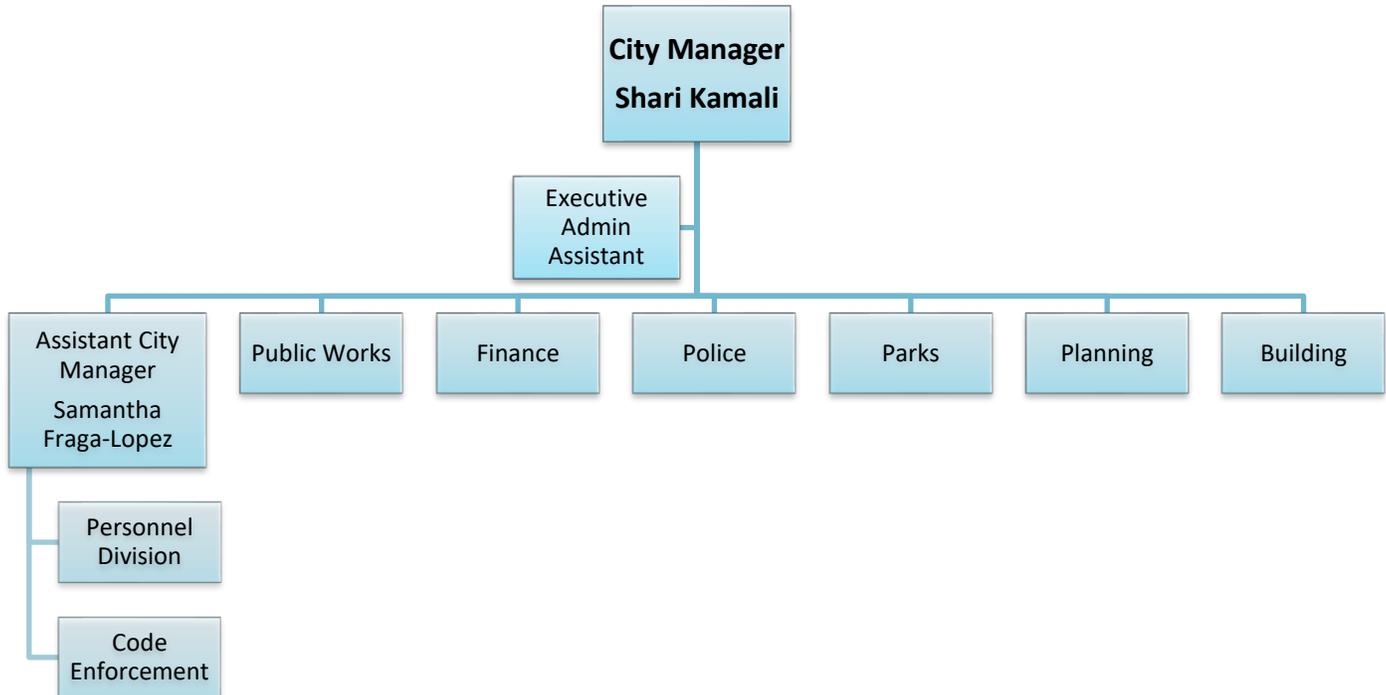
3410 Outside Professional Legal Services – Specialized legal counsel required throughout the fiscal year is paid from this line item for issues that include land use, zoning, employment, labor, and pension matters. Due to some current outstanding and future potential lawsuits requiring specialized legal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

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



CITY MANAGER'S OFFICE

001-1310-513



MISSION

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

CITY MANAGER'S OFFICE FUNCTION

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

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



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

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

CITY MANAGER'S OFFICE ACCOMPLISHMENTS FOR FY 2021

- Hired a Public Relations Firm to create a City Facebook, Instagram, Twitter, and bi-weekly newsletter to aid in communication with residents.
- Delivered a fiscally responsible budget.
- Continued providing support and making recommendations to the City Commission.
- Engaged the Commission and staff in long term planning.
- Managed staff working remotely and in the office during COVID-19 pandemic while monitoring and complying with Emergency Orders issued by Miami-Dade County.
- Executed a grocery gift cards program with funds from the CARES Act for approximately 200 residents who demonstrated financial strain as a result of COVID-19.
- Brought Freebee to the City, allowing for free on-demand shuttle service throughout the City.
- Completed and inaugurated a bike lane on SW 64th Street.
- Organized and hosted the City's first large scale recycling event.
- Partnered with community leaders to offer free mammograms and COVID-19 vaccinations.

CITY MANAGER'S OFFICE OBJECTIVES FOR FY 2022

- Deliver a fiscally responsible budget.
- Continue providing support and making recommendations for the betterment of the City to the City Commission.



- Continue to obtain grant funding that allows the City to move forward with projects that are a priority for the residents, Mayor and Commission.
- Sustain a vibrant City that builds a sense of community spirit and pride with fiscally responsible government, high-quality municipal services and infrastructure, a responsive and efficient staff, and innovative leaders who engage our residents.
- Work with the Mayor and Commission as well as City staff to maintain and continue to build a community residents can be proud of with stable finances, safe streets, excellent recreational facilities, green spaces, valuable cultural assets.

CITY MANAGER'S OFFICE BUDGET FY 2021-2022
001-1310-513

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 18/19	ACTUAL FY 19/20	BUDGET FY 20/21	ESTIMATE FY 20/21	ADOPTED FY 21/22
0011310	5131210 SALARIES-REGULAR	466,903	596,975	418,272	438,390	429,471
0011310	5132110 F.I.C.A.	28,397	34,475	31,998	33,629	32,855
0011310	5132210 PENSION PLAN CONTRIBUTION	28,767	43,754	48,194	48,194	53,938
0011310	5132220 ICMA	0	0	0	0	0
0011310	5132310 GROUP HEALTH INSURANCE	31,478	34,281	38,428	32,586	39,789
0011310	5132410 WORKER'S COMPENSATION	1,068	723	1,255	1,155	1,288
	TOTAL PERSONNEL SERVICES	556,613	710,208	538,147	553,954	557,341
0011310	5133450 CONTRACTUAL SERVICES	105,046	141,990	220,000	220,000	245,000
0011310	5134060 AUTO ALLOWANCE	11,877	12,997	10,800	10,800	11,100
0011310	5134065 CITY MANAGER EXPENSE	8,548	3,157	9,000	9,000	9,000
0011310	5134070 TRAVEL & CONFERENCE	13,372	751	10,000	10,000	10,000
0011310	5134110 POSTAGE	1,139	854	1,000	500	1,000
0011310	5134120 COMMUNICATION	3,262	2,496	2,000	1,800	1,800
0011310	5134515 AUTO INSURANCE	493	440	500	500	500
0011310	5134710 PRINTING- INFRASTRUCTURE	1,483	1,459	2,000	2,000	2,000
0011310	5135210 SUPPLIES	11,470	9,118	10,000	10,000	10,000
0011310	5135230 FUEL	598	315	500	500	500
0011310	5135410 MEMBERSHIPS & SUBSCRIPTIONS	11,627	3,159	12,000	12,000	12,000
	TOTAL OPERATING EXPENSES	168,915	176,736	277,800	277,100	302,900
0011310	5139920 GENERAL CONTINGENCY	6,572	5,297	100,000	0	100,000
	OTHER FUNDING SOURCE	6,572	5,297	100,000	0	100,000
	TOTAL CITY MANAGER	732,100	892,241	915,947	831,054	960,241



CITY MANAGER’S OFFICE BUDGET HIGHLIGHTS

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

State Lobbyist	50,000
Federal Lobbyist	30,000
Internal Auditor	50,000
Newsletter, Facebook, & Instagram Contract	25,000
Other Projects - Miscellaneous	40,000
Grant Management Contract	25,000
Sustainability Administrator Contract	25,000
TOTAL	245,000



PERSONNEL DIVISION

001-1330-513



MISSION

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

PERSONNEL DIVISION FUNCTION

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



PERSONNEL DIVISION ACCOMPLISHMENTS FOR FY 2021

- Continued focusing on employee physical and mental wellness, especially with the stresses related to COVID-19, in order to have a healthy workforce and lower health insurance premiums.
- Continued offering helpful and informative content and communications via the monthly employee newsletter.
- Monitored updates in State and Federal legislation applicable to personnel policies and procedures and applied accordingly.
- Continued conducting wellness initiatives to encourage overall employee health.
- Created and continually updated policies and procedures for staff to follow in compliance with the CDC requirements to reduce the risk of COVID-19 exposure/transmission.
- Negotiated a lower rate for the City's General Liability insurances.

PERSONNEL DIVISION OBJECTIVES FOR FY 2022

- Standardize all Human Resource forms to be included in an easy to access online location for staff.
- Continue to review and update the Employee Policies and Procedures Manual as needed based on State and Federal mandates.
- Provide training and safety seminars to employees regarding the prevention of work-related injuries.
- Continue to adapt health and wellness initiatives and activities to the "New Normal."
- Focus on professional development programs designed to improve job skills, leadership capabilities, and employee productivity.



PERSONNEL DIVISION ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2018	ACTUAL FY 2019	ACTUAL FY 2020	PROJECTED FY 2021	ESTIMATED FY 2022
National Background Screenings	60	60	55	40	45
Employment Advertisements	15	15	15	10	10
Wellness Fairs	4	2	2	0	1
Safety Meetings	4	4	4	4	4
Workers Compensation Claims	30	25	20	25	15
Pre-employment Physicals	40	20	30	20	20
Post Accident Drug Screenings	50	50	50	50	40
Drivers License Checks	300	170	150	150	100



PERSONNEL DIVISION BUDGET FY 2021-2022
001-1330-513

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 18/19	ACTUAL FY 19/20	BUDGET FY 20/21	ESTIMATE FY 20/21	ADOPTED FY 21/22
0011330	5131210 SALARIES - REGULAR	133,611	117,599	61,323	62,017	64,970
0011330	5132110 F.I.C.A.	10,222	8,884	4,691	4,231	4,970
0011330	5132210 PENSION PLAN CONTRIBUTION	5,149	5,999	0	0	5,847
0011330	5132220 ICMA CONTRIBUTION	3,631	0	4,293	4,293	0
0011330	5132310 GROUP HEALTH INSURANCE	14,165	12,334	8,009	7,135	8,463
0011330	5132410 WORKER'S COMPENSATION	320	287	184	168	195
	TOTAL PERSONNEL SERVICES	167,098	145,103	78,500	77,844	84,445
0011330	5132510 UNEMPLOYMENT COMPENSATION	4,574	0	20,000	18,000	20,000
0011330	5132610 EMPLOYEE ASSISTANCE PROGRAM	3,913	4,657	10,000	9,000	10,000
0011330	5133160 RANDOM & PRE-EMPLOY TESTING	9,175	6,560	10,000	8,500	10,000
0011330	5133450 CONTRACTUAL SERVICES	65,037	54,650	65,000	65,000	65,000
0011330	5134060 AUTO ALLOWANCE	0	406	0	0	0
0011330	5134080 EMPLOYEE EDUCATION	5,982	3,860	10,000	8,000	10,000
0011330	5134110 POSTAGE	228	171	300	250	300
0011330	5134120 COMMUNICATION	914	901	1,080	1,080	1,080
0011330	5134510 LIABILITY INSURANCE	457,108	284,389	450,000	400,000	450,000
0011330	5134710 PRINTING- INFRASTRUCTURE	1,242	1,139	2,460	2,460	2,460
0011330	5134850 ADVERTISING-NON LEGAL	3,106	4,315	5,000	4,500	5,000
0011330	5135210 SUPPLIES	2,004	2,576	3,000	2,000	2,000
0011330	5135410 MEMBERSHIPS & SUBSCRIPTIONS	0	0	1,000	800	1,000
	TOTAL OPERATING EXPENSES	553,283	363,624	577,840	519,590	576,840
0011330	5139920 CONTINGENCY	0	0	5,000	0	5,000
	OTHER FUNDING SOURCE	0	0	5,000	0	5,000
	TOTAL HUMAN RESOURCES	720,381	508,727	661,340	597,434	666,285

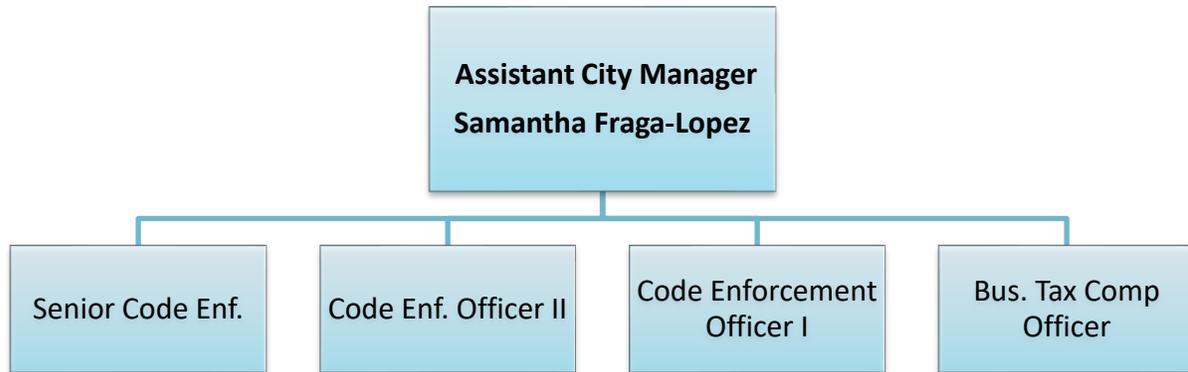
PERSONNEL DIVISION BUDGET HIGHLIGHTS

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



CODE ENFORCEMENT DIVISION

001-1640-524



MISSION

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

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

CODE ENFORCEMENT DIVISION FUNCTIONS

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

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



CODE ENFORCEMENT DIVISION ACCOMPLISHMENTS FOR FY 2021

- Assisted residents and businesses with staying safe and informed during the COVID -19 Pandemic Orders as well as all standard regulations.
- Continued city-wide inspections of code enforcement and business tax inspections to ensure protection of property values and the environment.
- Proactively investigated unlicensed home occupational businesses and short-term rentals throughout the city.
- Continued implementation of Trakit to increase effectiveness and organization of code officers while on the field and during hearings before the Special Magistrate.

CODE ENFORCEMENT DIVISION OBJECTIVES FOR FY 2022

- Continue to successfully utilize Trakit to full capacity in order to facilitate with collecting data and tracking statistics.
- Familiarize property owners and tenants with newly adopted ordinances.
- Perform more community outreach.
- Continue to proactively investigate unlicensed home occupational businesses throughout the City.



CODE ENFORCEMENT BUDGET FY 2021-2022
001-1640-524

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 18/19	ACTUAL FY 19/20	BUDGET FY 20/21	ESTIMATE FY 20/21	ADOPTED FY 21/22
0011640	5241210 SALARIES - REGULAR	248,580	256,257	260,504	258,411	262,843
0011640	5241410 SALARIES - OVERTIME	0	1,449	0	0	0
0011640	5242110 F.I.C.A.	18,985	19,396	19,929	19,634	20,107
0011640	5242210 PENSION PLAN CONTRIBUTION	15,472	18,499	20,517	20,517	23,584
0011640	5242220 ICMA RETIREMENT	0	0	0	0	0
0011640	5242310 GROUP HEALTH INSURANCE	28,299	29,311	32,037	28,778	33,852
0011640	5242410 WORKER'S COMPENSATION	6,168	5,788	10,778	8,793	10,875
	TOTAL PERSONNEL SERVICES	317,504	330,700	343,765	336,133	351,261
0011640	5243111 CONTRACTUAL - SPECIAL MASTER	3,300	3,110	10,000	10,000	10,000
0011640	5243450 CONTRACTUAL	1,790	3,650	5,000	4,500	5,000
0011640	5244070 TRAVEL & CONFERENCE	0	4	1,200	900	900
0011640	5244080 EMPLOYEE EDUCATION	0	3,985	2,500	2,500	2,500
0011640	5244110 POSTAGE	5,313	2,938	5,000	5,000	5,000
0011640	5244120 COMMUNICATION	3,307	2,034	2,685	2,685	2,685
0011640	5244515 LIABILITY INSURANCE-AUTO	1,992	1,121	3,500	3,000	3,500
0011640	5244710 PRINTING-INFRASTRUCTURE	1,175	844	1,650	1,600	1,650
0011640	5244920 OTHER CHARGES-LIENS	356	0	1,650	1,500	1,650
0011640	5245205 COMPUTER EQUIPMENT	0	0	1,000	1,000	1,000
0011640	5245210 SUPPLIES	2,849	3,491	3,500	3,500	3,500
0011640	5245220 UNIFORMS	390	455	2,000	1,500	1,000
0011640	5245230 FUEL	1,647	1,300	2,058	2,000	2,058
0011640	5245410 MEMBERSHIPS & SUBSCRIPTIONS	155	150	500	500	500
	TOTAL OPERATING EXPENSES	22,274	23,082	42,243	40,185	40,943
0011640	5249920 CONTINGENCY	0	0	5,000	0	5,000
	OTHER FUNDING SOURCE	0	0	5,000	0	5,000
	TOTAL CODE ENFORCEMENT	339,778	353,782	391,008	376,318	397,204

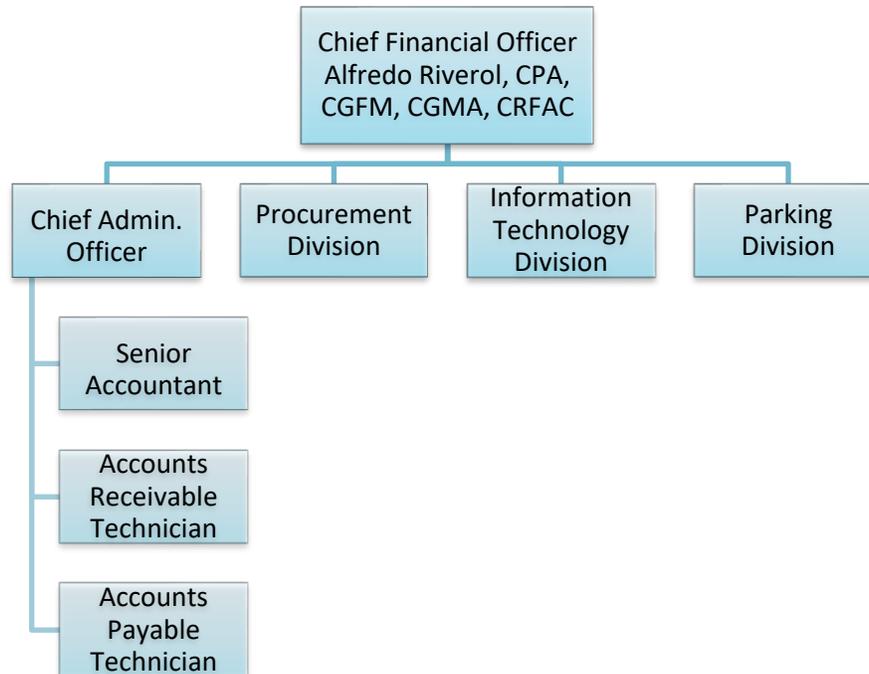
CODE ENFORCEMENT DIVISION BUDGET HIGHLIGHTS

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



FINANCE DEPARTMENT

001-1410-513



MISSION

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

FINANCE DEPARTMENT FUNCTION

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

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



FINANCE DEPARTMENT ACCOMPLISHMENTS FOR FY 2021

- Assisted the City Manager in the preparation of a balanced FY 2021 Annual Operating and Capital Budget.
- Produced the Comprehensive Annual Financial Report without auditor findings.
- Produced and posted online the Popular Annual Financial Report.
- Obtained all three Government Finance Officers Association (GFOA) prestigious awards for Budget, Comprehensive Annual Financial Report, and Popular Annual Financial Report; certifying that the City's finance reports are being produced at the highest standard possible.
- Continued to produce and post online the City's monthly finance report before every second regular Commission meeting.
- Helped support all City Departments and Divisions with financial advice and guidance.
- Implemented an online payment option for false alarm fines and alarm registrations.

FINANCE DEPARTMENT OBJECTIVES FOR FY 2022

- Continue to produce and post online before every second regular Commission meeting of the month the City's monthly finance report for the previous month.
- Continue to produce the Comprehensive Annual Financial Report without auditor findings.
- Obtaining all three Government Finance Officers Association (GFOA) prestigious awards for Budget, Comprehensive Annual Financial Report, and Popular Annual Financial Report; certifying that the City's finance reports are being produced at the highest standard possible.
- Run a smooth alarm registration & occupational license renewal season utilizing the newly implemented online systems.



FINANCE DEPARTMENT ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2018	ACTUAL FY 2019	ACTUAL FY 2020	PROJECTED FY 2021	ESTIMATED FY 2022
Number of Parking Decals Sold	1,898	2,071	1,335	1,580	1,580
Comprehensive Annual Fin. Rep. (CAFR)	1	1	1	1	1
Popular Annual Financial Report (PFAR)	1	1	1	1	1
Number of Annual Balanced Budget	1	1	1	1	1
Number of A/P Checks/EFT's Processed	3,318	3,344	2,919	3,000	3,050



FINANCE DEPARTMENT BUDGET FY 2021-2022
001-1410-513

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 18/19	ACTUAL FY 19/20	BUDGET FY 20/21	ESTIMATE FY 20/21	ADOPTED FY 21/22
0011410	5131210 SALARIES - REGULAR	432,372	443,804	421,635	411,353	413,427
0011410	5131310 SALARIES - PART TIME	13,140	6,798	0	0	0
0011410	5132110 F.I.C.A.	32,470	32,698	32,255	29,499	31,627
0011410	5132210 PENSION PLAN CONTRIBUTION	22,232	27,460	26,989	26,989	37,208
0011410	5132220 DEFERRED COMPENSATION (ICMA)	3,216	0	5,960	5,960	0
0011410	5132310 GROUP HEALTH INSURANCE	34,856	37,156	40,046	35,729	42,314
0011410	5132410 WORKER'S COMPENSATION	1,013	735	1,265	1,166	1,240
	TOTAL PERSONNEL SERVICES	539,299	548,651	528,150	510,696	525,816
0011410	5133100 PROFESSIONAL SERVICES	15,711	9,586	10,000	10,000	10,000
0011410	5133210 AUDITOR'S FEE	63,790	54,000	79,000	79,000	79,000
0011410	5133450 CONTRACTUAL SERVICES	9,224	15,057	14,860	13,000	16,000
0011410	5133459 CONTRACTUAL SERVICES- PARKING	471,592	414,701	584,194	517,209	569,594
0011410	5134070 TRAVEL & CONFERENCE	3,283	100	0	0	3,710
0011410	5134110 POSTAGE	5,336	4,002	7,030	5,336	7,030
0011410	5134120 COMMUNICATION	1,089	1,315	1,080	1,560	1,560
0011410	5134515 AUTO INSURANCE	2,028	1,793	3,084	2,376	3,084
0011410	5134634 MAINTENANCE COMP PROGRAMS	42,270	51,168	55,351	55,351	57,869
0011410	5134710 PRINTING- INFRASTRUCTURE	1,230	1,230	1,230	1,230	1,230
0011410	5135205 COMPUTER EQUIPMENT	1,260	131	1,500	500	1,500
0011410	5135210 SUPPLIES	6,767	10,422	7,900	7,900	7,900
0011410	5135230 FUEL	1,201	944	1,500	884	1,500
0011410	5135410 MEMBERSHIPS & SUBSCRIPTIONS	1,914	2,329	1,660	1,612	1,670
	TOTAL OPERATING EXPENSES	626,695	566,778	768,389	695,958	761,647
0011410	5139920 CONTINGENCY	0	0	5000	0	5,000
	OTHER FUNDING SOURCE	0	0	5,000	0	5,000
	TOTAL FINANCE	1,165,994	1,115,429	1,301,539	1,206,654	1,292,463



INFORMATION TECHNOLOGY DIVISION (ITD)

001-1340-513

MISSION

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

INFORMATION TECHNOLOGY DIVISION FUNCTION

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

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

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

INFORMATION TECHNOLOGY DIVISION ACCOMPLISHMENTS FY 2021

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



- Added the ability to pay for alarm registrations online.
- Provided the Code Enforcement unit the ability to work online while out in the field.

INFORMATION TECHNOLOGY DIVISION OBJECTIVES FOR FY 2022

- Continue to deploy laptops as part of the City’s personal computer program.
- Continue improving the Microsoft SharePoint site to enhance the City’s staff ability to work remotely.
- Modernize the City’s website to become more customer friendly.
- Continue to provide 100% customer satisfaction.

**INFORMATION TECHNOLOGY DIVISION BUDGET FY 2021-2022
001-1340-513**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 18/19	ACTUAL FY 19/20	BUDGET FY 20/21	ESTIMATE FY 20/21	ADOPTED FY 21/22
0011340	5133450 CONTRACTUAL SERV - INFRASTRUCT	188,232	318,836	295,477	295,477	317,543
0011340	5134632 INTERNET SERVICE	62,194	67,316	50,554	50,640	50,640
0011340	5134634 MAINTENANCE - INTERNET SERVICE	79,342	111,199	159,398	152,693	165,700
0011340	5135205 COMPUTER EQUIPMENT	15,397	23,619	32,120	16,720	28,720
0011340	5135210 SUPPLIES	1,974	2,012	3,440	3,440	3,440
	TOTAL OPERATING EXPENSES	347,139	522,982	540,989	518,970	566,043
	TOTAL ITD	347,139	522,982	540,989	518,970	566,043



PROCUREMENT DIVISION

001-1320-513



MISSION

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

PROCUREMENT DIVISION FUNCTION

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

PROCUREMENT DIVISION ACCOMPLISHMENTS IN FY 2021

- Transitioned all solicitation to on-line bidding using a third-party provider, Demand Star.
- When possible, conducted Pre-bids, Selection Committee meetings, and Bid Openings to virtual meetings in accordance with Florida Statutes and Sunshine Laws.
- Assisted Public Works with the solicitation and selection of a contractor for Design Build of Solar Panel Systems project for selected City facilities.



- Coordinated department vehicle purchases with the annual release of the Florida Sheriffs Association Bid for Police Rated, Administrative, Utility Vehicles, Trucks & Vans, Cab & Chassis and other fleet equipment.
- Continued to promote the use of the “Notify Me” feature on the City’s website to increase the visibility and traction of formal solicitations that are posted on Demand Star.
- Assisted Departments in vendor selection information and expenditures with City policy and reporting requirements to the Commission.
- Maintained and monitored citywide fixed assets and inventory control.
- Prepared Request for Proposals, Request for Qualifications and Bids for citywide requirements.
- Ensured the City maintains a fair, open, transparent and competitive procurement process.

PROCUREMENT DIVISION OBJECTIVES FOR FY 2022

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

- Apply for re-accreditation to the National Institute for Government Purchasing, NIGP. The division has been continuously accredited since 2012 and NIGP requires agencies to re-accredit every three-years. The accreditation process enables the agency to demonstrate excellence in public procurement through the accomplishment of rigorous standards and best practices. While there are over 3000 NIGP members, the division is one of 149 agencies that have received accreditation.
- Continue expanding E-Bidding and virtual solicitation related meetings for all City procurements.



PROCUREMENT DIVISION ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2018	ACTUAL FY 2019	ACTUAL FY 2020	PROJECTED FY 2021	ESTIMATED FY 2022
Purchase Orders Issued	230	262	210	200	200
No. of RFP's & RFQ's Issued	35	31	24	28	25

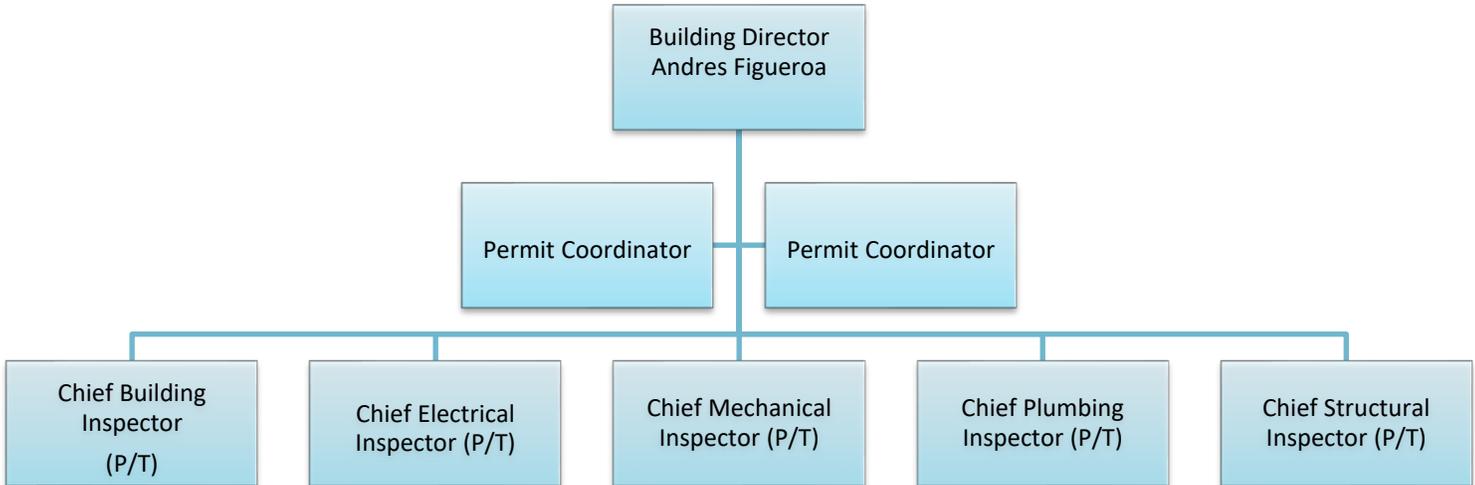
PROCUREMENT DIVISION BUDGET FY 2021-2022 001-1320-513

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 18/19	ACTUAL FY 19/20	BUDGET FY 20/21	ESTIMATE FY 20/21	ADOPTED FY 21/22
0011320	5131210 SALARIES - REGULAR	122,726	126,965	127,782	129,848	134,161
0011320	5131410 OVERTIME	4,459	4,180	7,134	0	0
0011320	5132110 F.I.C.A.	10,506	10,631	10,321	10,904	10,263
0011320	5132210 PENSION PLAN CONTRIBUTION	8,012	9,657	10,658	10,658	12,074
0011320	5132310 GROUP HEALTH INSURANCE	14,063	14,520	16,019	14,303	16,926
0011320	5132410 WORKER'S COMPENSATION	290	186	383	353	402
	TOTAL PERSONNEL SERVICES	160,056	166,139	172,297	166,066	173,826
0011320	5133450 CONTRACTUAL SERVICES	6,100	6,200	6,300	6,300	9,950
0011320	5134110 POSTAGE	1,357	1,100	3,000	3,000	3,000
0011320	5134120 COMMUNICATION	1,177	1,051	1,152	1,152	1,200
0011320	5134125 TELEPHONE	47,780	46,005	45,293	45,293	43,913
0011320	5134420 LEASE POSTAGE MACH	2,904	2,904	2,904	2,904	3,833
0011320	5134615 MAINT - OFFICE EQUIPMENT	1,020	1,020	1,295	1,295	1,295
0011320	5134710 PRINT/BIND/COPYING	1,727	1,585	2,461	2,461	2,461
0011320	5134720 PRINTING-CONTRACTUAL	1,064	1,665	2,000	2,000	2,000
0011320	5135210 SUPPLIES	12,402	14,885	16,150	16,150	24,150
0011320	5135410 MEMBERSHIPS & SUBSCRIPTIONS	273	280	330	330	280
	TOTAL OPERATING EXPENSES	75,804	76,695	80,885	80,885	92,082
0011320	5139920 CONTINGENCY	0	0	5,000	0	5,000
	OTHER FUNDING SOURCE	0	0	5,000	0	5,000
	TOTAL PROCUREMENT DIVISION	235,860	242,834	258,182	246,951	270,908



BUILDING DEPARTMENT

001-1610-524



MISSION

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

FUNCTION

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

BUILDING DEPARTMENT ACCOMPLISHMENTS FY 2021

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



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

BUILDING DEPARTMENT OBJECTIVES FY 2022

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



BUILDING DEPARTMENT ACTIVITY REPORT

ACTIVITY		ACTUAL FY 2018	ACTUAL FY 2019	ACTUAL FY 2020	PROJECTED FY 2021	ESTIMATED FY 2022
PERMITS:						
	Building	616	620	620	615	600
	Roofing	221	225	225	220	200
	Electrical	319	320	320	315	300
	Mechanical	141	145	145	140	135
	Plumbing	187	190	190	185	180
TOTAL PERMITS		1,484	1,500	1,500	1,475	1,415
INSPECTIONS:						
	Building	1,454	1,460	1,460	1,450	1,400
	Roofing	710	740	740	730	720
	Electrical	758	760	760	750	740
	Mechanical	336	340	340	330	320
	Plumbing	490	500	500	490	480
TOTAL INSPECTIONS		3,748	3,800	3,800	3,750	3,660



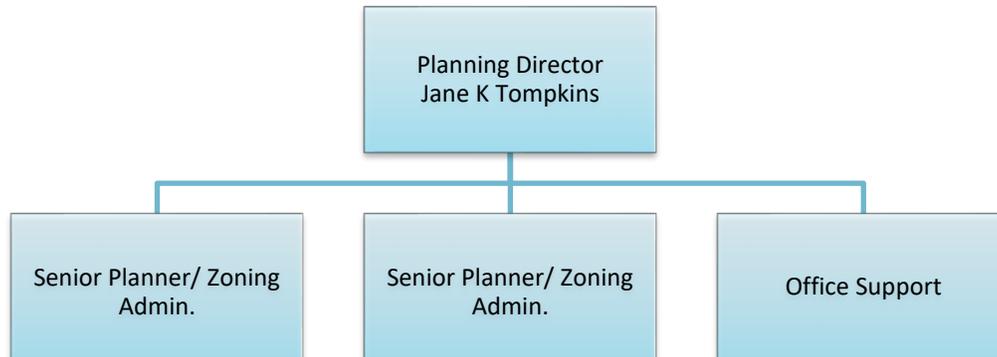
BUILDING DEPARTMENT BUDGET FY 2021-2022
001-1610-524

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 18/19	ACTUAL FY 19/20	BUDGET FY 20/21	ESTIMATE FY 20/21	ADOPTED FY 21/22
0011610	5241210 SALARIES - REGULAR	275,111	283,356	191,713	203,649	193,425
0011610	5241310 SALARIES – P/T - INSPECTORS	142,335	152,702	179,331	177,974	180,657
0011610	5241410 OVERTIME	0	1,387	0	0	0
0011610	5242110 F.I.C.A.	32,035	33,146	28,385	28,662	28,617
0011610	5242210 PENSION PLAN CONTRIBUTION	4,702	5,667	0	0	13,244
0011610	5242220 ICMA RETIREMENT	11,989	9,989	13,420	13,420	3,239
0011610	5242310 GROUP HEALTH INSURANCE	28,132	28,109	24,028	21,414	25,389
0011610	5242410 WORKER'S COMPENSATION	6,980	4,971	6,170	6,885	6,217
	TOTAL PERSONNEL SERVICES	501,284	519,327	443,047	452,004	450,788
0011610	5243150 CONTRACT INSPECTORS	2,700	2,950	3,000	3,000	3,000
0011610	5243450 CONTRACTUAL SERVICES	0	500	1,000	1,000	1,000
0011610	5244110 POSTAGE	152	114	200	200	200
0011610	5244120 COMMUNICATION	2,504	2,955	4,020	4,020	4,020
0011610	5244515 LIABILITY INSURANCE- AUTO	504	448	767	767	767
0011610	5244710 PRINTING - INFRASTRUCTURE	1,320	1,121	1,640	1,640	1,640
0011610	5245206 COMPUTER SOFTWARE	1,316	0	0	0	0
0011610	5245210 SUPPLIES	2,358	2,456	5,000	5,000	5,000
0011610	5245220 UNIFORMS	1,810	444	1,840	1,840	1,840
0011610	5245230 FUEL	960	758	1,204	1,204	1,204
0011610	5245410 MEMBERSHIPS & SUBSCRIPTIONS	155	129	160	160	160
	TOTAL OPERATING EXPENSES	13,779	11,875	18,831	18,831	18,831
0011610	5249920 CONTINGENCY	0	0	5,000	0	5,000
	OTHER FUNDING SOURCE	0	0	5,000	0	5,000
	TOTAL BUILDING DEPARTMENT	515,063	531,202	466,878	470,835	474,619



PLANNING AND ZONING DEPARTMENT

001-1620-524



MISSION

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

PLANNING and ZONING FUNCTION

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



PLANNING & ZONING ACCOMPLISHMENTS FY 2021

- Provided professional assistance and expertise to elected officials, appointed boards, city management and citizens in the areas of planning, zoning, land use management, economic development and strategic decision making.
- Responded to all inquiries pertaining to the City's land use and zoning provisions, including but not limited to property plat information, the Land Development Code regulations, the Comprehensive Plan and the Future Land Use Map, and code compliance activity.
- Evaluated and processed applications for amendments to the Future Land Use Map and Zoning Map for the redevelopment of the Kimco Shopping Center at the southeast corner of US-1 and SW 62nd Avenue.
- Reviewed and processed applications for amendments to the Future Land Use Map and Zoning Map for a townhouse project near the northwest corner of SW 67th Avenue and Sunset Drive.
- Processed various applications for the redevelopment of the Allen Drug property.
- Processed a waiver of plat application for a property on SW 80th Street.
- Began reviewing redevelopment plans for South Miami Gardens, the rental housing owned by Miami-Dade County.
- Prepared several significant amendments to the Land Development Code, including:
 - Changing the parking requirements for nonconforming properties in the Residential Single-Family RS-4 and RS-5 zoning districts to facilitate redevelopment
 - Changes to TODD (MU-M) to address issues with the proposed redevelopment of the Winn-Dixie property
 - Regulations for the storage of boats on single-family properties
 - Non-conforming use regulations
 - Sign ordinance
 - Impervious regulations
 - Cool roofs/reflective roofs
- Assisted with the development process for the new Police Station.



- Completed and distributed Planning Board, Environmental Review and Preservation Board and Historic Preservation Board meeting agenda packets and maintained accurate minutes of all proceedings.
- Prepared and presented all Planning Board items to the City Commission.
- Continued work related to improving the City's score in the Community Rating System program, including the preparation and mailing of flyers, letters to repetitive loss properties and collecting elevation certificates for new construction.
- Continued responding to inquiries for the audit of the City's participation in the Community Rating System.
- Coordinated the work of the arborist, issued tree removal permits, and conducted follow-up inspections to close the permits.
- Issued outdoor dining permits and temporary banner permits.
- Conducted all zoning inspections for new construction.

PLANNING & ZONING OBJECTIVES FY 2022

- Continue to provide professional assistance and expertise to elected officials, appointed boards, city management and citizens in the areas of planning, zoning, land use management, economic development and strategic decision making.
- Respond to all inquiries pertaining to the City's adopted land use and zoning provisions, including but not limited to property plat information, the Land Development Code regulations, the Comprehensive Plan and the Future Land Use Map, and code compliance activity.
- Review and process all land use-related applications, including but not limited to: property subdivision; Comprehensive Plan amendments; Future Land Use Map amendments; special use approvals; variance requests; site plan reviews; development regulation changes; zoning map changes; and issue sign permits, tree removal permits, outdoor dining permits, banner permits, and Certificates of Use.
- Conduct zoning inspections and inspections for tree removal permits.
- Continue to stay abreast of developing trends in the area of planning and zoning and make recommendations to the city management for appropriate changes to the land development regulations.



- Research and draft code changes needed to achieve the goals and objectives of the Mayor and Commission.
- Monitor state legislative actions for changes that affect the Land Development Code and prepare code amendments as needed.
- Amend the Land Development Code historic preservation regulations to ensure compliance with Miami-Dade County requirements.
- Work with the Historic Preservation Board to identify properties with historic significance and support the Board in efforts to gain local historic designation.
- Provide training and guidance to new board members so they have the knowledge and expertise needed to serve on their respective boards.
- Review the City’s flood regulations for compliance with State requirements and prepare amendments as necessary.
- Explore options for incentivizing the use of green building standards in new development and redevelopment.
- Prepare amendments to the landscaping regulation and tree protection regulations of the Land Development Code.
- Research code options for standards for residential “tear downs” and design guidelines for new development.

PLANNING & ZONING DEPARTMENT ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2018	ACTUAL FY 2019	ACTUAL FY 2020	PROJECTED FY 2021	ESTIMATED FY 2022
Building Permits Reviewed	933	950	712	850	900
Items Processed for:					
Planning Board	25	25	25	30	30
Environm. Review & Preserv. Board	76	72	80	70	70
Historic Preservation Board	3	8	5	5	5



PLANNING AND ZONING DEPARTMENT BUDGET FY 2021-2022
001-1620-524

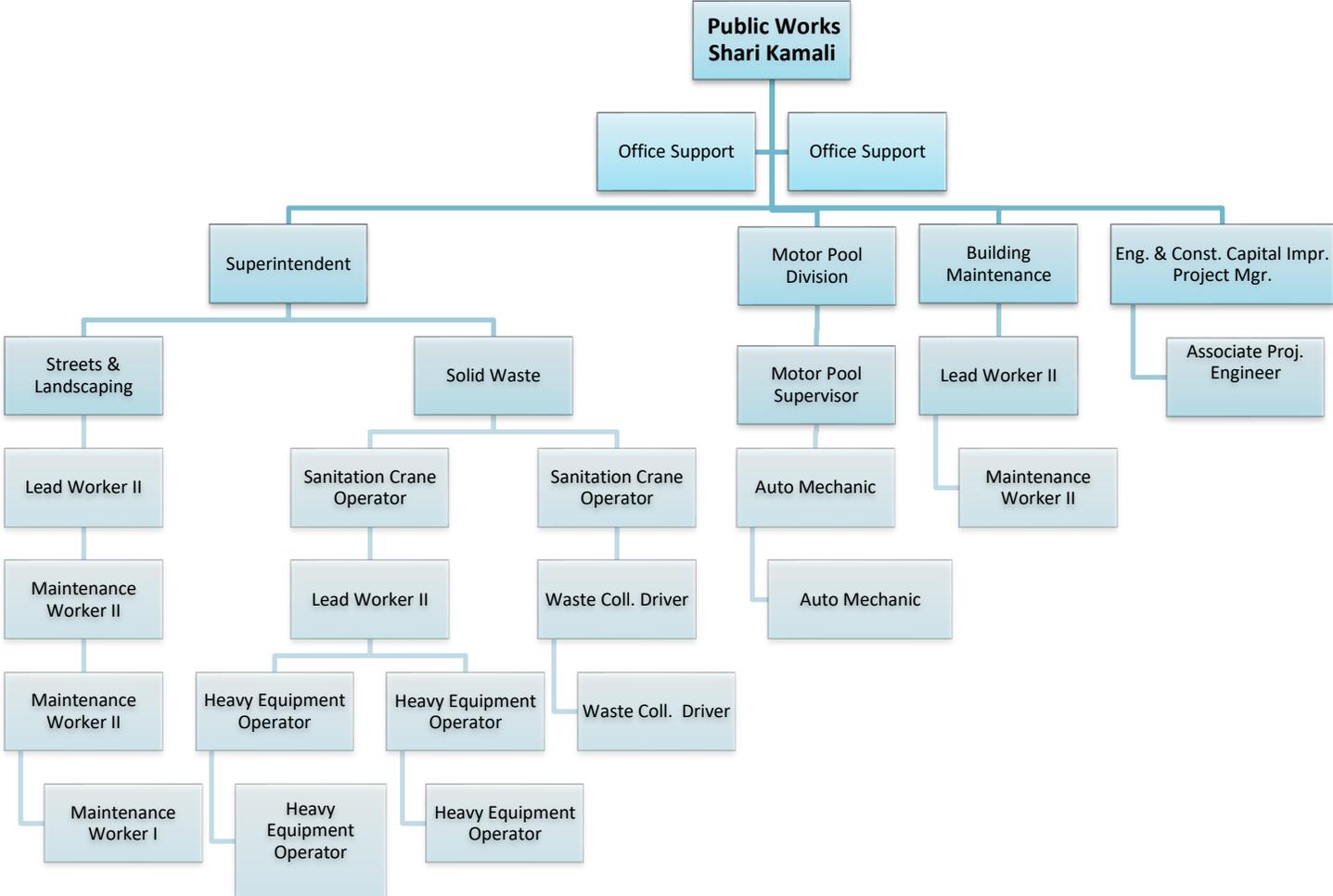
ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 18/19	ACTUAL FY 19/20	BUDGET FY 20/21	ESTIMATE FY 20/21	ADOPTED FY 21/22
0011620	5241210 SALARIES - REGULAR	327,936	307,807	291,077	288,864	293,708
0011620	5241310 SALARIES - PART-TIME	0	72	0	0	0
0011620	5242110 F.I.C.A.	26,614	24,754	22,267	23,050	22,469
0011620	5242210 PENSION PLAN CONTRIBUTION	16,971	20,773	22,995	22,995	26,434
0011620	5242220 ICMA RETIREMENT	3,717	2,093	0	0	0
0011620	5242310 GROUP HEALTH INSURANCE	36,174	31,313	32,037	28,662	33,852
0011620	5242410 WORKER'S COMPENSATION	770	552	873	713	881
	TOTAL PERSONNEL SERVICES	412,182	387,364	369,249	364,284	377,344
0011620	5243100 PROFESSIONAL SERVICES	0	0	1,070	1,070	1,070
0011620	5243450 CONTRACTUAL SERVICES	113,333	70,312	105,000	105,000	200,000
0011620	5244070 TRAVEL & CONFERENCE	125	203	1,400	1,400	1,400
0011620	5244110 POSTAGE	1,898	1,423	2,500	2,500	2,500
0011620	5244120 COMMUNICATION	1,197	1,277	1,620	1,620	1,620
0011620	5244515 LIABILITY INSURANCE - AUTO	333	274	477	477	477
0011620	5244620 MAINTENANCE-OPER EQPT.	950	5,037	5,500	5,500	5,500
0011620	5244634 MAINTENANCE-INTERNET SOFTWARE	0	0	4,000	4,000	4,000
0011620	5244710 PRINTING-INFRASTRUCTURE	1,175	1,121	1,640	1,640	1,640
0011620	5244910 LEGAL ADS	3,684	2,952	4,000	4,000	4,000
0011620	5245205 COMPUTER-EQUIPMENT	0	13	1,000	1,000	1,000
0011620	5245210 SUPPLIES	2,491	737	2,750	2,750	2,750
0011620	5245230 FUEL	86	68	108	108	125
0011620	5245410 MEMBERSHIPS & SUBSCRIPTIONS	1,124	1,247	1,755	1,755	1,815
	TOTAL OPERATING EXPENSES	126,396	84,664	132,820	132,820	227,897
0011620	5249920 CONTINGENCY	0	0	5,000	0	5,000
	OTHER FUNDING SOURCE	0	0	5,000	0	5,000
	TOTAL PLANNING & ZONING	538,578	472,028	507,069	497,104	610,241



PUBLIC WORKS DEPARTMENT



PUBLIC WORKS ORGANIZATIONAL CHART





PUBLIC WORKS OFFICE OF THE DIRECTOR

001-1770-519

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

MISSION

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

PUBLIC WORKS OFFICE OF THE DIRECTOR FUNCTION

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

PUBLIC WORKS OFFICE OF THE DIRECTOR ACCOMPLISHMENTS FOR FY 2021

- Reduced operation costs through competitive bidding and negotiation on purchases and services.
- Implemented 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.
- Promoted seasonal events such as Public Works Weeks, Water Day, Earth Day and Arbor Day as well as any other City organized events.



- Enhanced Department's performance by using team building and promoting departmental values, goals and direction Continue to improve internal communications.
- Improved cooperation with other Departments by adhering to established departmental schedule in providing timely responses.
- Increased public safety – Public Works can be significant in addressing many general safety and quality of life issues affecting our neighborhoods through new signage replacing old and outdated signage.

PUBLIC WORKS OFFICE OF THE DIRECTOR OBJECTIVES FOR FY 2022

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



PUBLIC WORKS OFFICE OF THE DIRECTOR BUDGET FY 2021-2022
001-1770-519

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 18/19	ACTUAL FY 19/20	BUDGET FY 20/21	ESTIMATE FY 20/21	ADOPTED FY 21/22
0011770 5191210	SALARIES - REGULAR	52,867	56,786	57,858	34,471	31,602
0011770 5191310	SALARIES - PART-TIME	0	0	0	8,520	36,275
0011770 5191410	SALARIES - OVERTIME	157	0	0	0	0
0011770 5192110	F.I.C.A.	4,005	4,144	4,426	2,863	3,663
0011770 5192210	PENSION PLAN CONTRIBUTION	2,716	3,626	0	0	0
0011770 5192220	ICMA	558	1,815	4,050	4,050	2,212
0011770 5192310	GROUP HEALTH INSURANCE	11,841	14,349	16,019	7,789	8,463
0011770 5192410	WORKER'S COMPENSATION	234	223	174	159	144
	TOTAL PERSONNEL SERVICES	72,378	80,943	82,527	57,852	82,359
0011770 5194070	TRAVEL & CONFERENCES	0	0	250	250	250
0011770 5194080	EMPLOYEE EDUCATION	66	0	250	250	250
0011770 5194540	BOILER & MACHINERY INSURANCE	0	0	1,000	1,000	1,000
0011770 5194710	PRINTING- INFRASTRUCTURE	2,459	2,238	5,000	5,000	5,000
0011770 5195205	COMPUTER EQUIPMENT	923	0	500	500	500
0011770 5195210	SUPPLIES	522	577	1,000	1,000	1,000
0011770 5195270	PERMITS	583	991	1,000	1,000	1,000
0011770 5195410	MEMBERSHIPS & SUBSCRIPTIONS	0	0	0	0	250
	TOTAL OPERATING EXPENSES	4,553	3,806	9,000	9,000	9,250
	TOTAL OFFICE OF THE DIRECTOR	76,931	84,749	91,527	66,852	91,609



PUBLIC WORKS BUILDING MAINTENANCE DIVISION

001-1710-519

MISSION

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

BUILDING MAINTENANCE DIVISION FUNCTION

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

BUILDING MAINTENANCE DIVISION ACCOMPLISHMENTS FOR FY 2021

- Installed 30 new retro-fixed LED lamps on the exterior of the Community Center.
- Installed 10 landscaping lights at Fuchs Park.
- Assisted with installation of new roofing at Mobley Building.
- Conducted motor improvements to bathroom at Fuchs Park.
- Installed new air conditioning unit for the Finance office.
- Installed two 20-foot light poles for additional lighting in City Hall's parking lot.
- Painted Human Resource's walls and made repairs.
- Assisted with installation of a new roof for City Hall.
- Assisted with Community Center Solar Panel Project.
- Replaced air conditioning unit in the City Manager's office.
- Assisted with installation of downtown's new illuminated City of South Miami banner.



BUILDING MAINTENANCE DIVISION OBJECTIVES FOR FY 2022

- Partner with other City departments for maintenance recommendations and outside vendors to provide maintenance safely and efficiently for City facilities.
- Coordinate annual fire extinguisher inspections for all City facilities.
- Coordinate additional inspections of all City facilities.

BUILDING MAINTENANCE DIVISION ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2018	ACTUAL FY 2019	ACTUAL FY 2020	PROJECTED FY 2021	ESTIMATED FY 2022
Changing AC Filters	950	950	950	950	950
Unscheduled Repairs and Work Requests	780	1100	1000	1000	1000
Cleaning of Fish Pond	12	16	12	12	12
Re-Certification of all City facilities fire extinguishers	58	60	60	60	60
Changing of water filters	10	10	10	10	10



PUBLIC WORKS BUILDING AND MAINTENANCE BUDGET FY 2021-2022

001-1710-519

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 18/19	ACTUAL FY 19/20	BUDGET FY 20/21	ESTIMATE FY 20/21	ADOPTED FY 21/22
0011710	5191210 SALARIES - REGULAR	91,717	97,274	104,809	104,112	105,740
0011710	5191410 OVERTIME	3,511	15,386	5,000	4,886	5,000
0011710	5192110 F.I.C.A.	8,269	9,621	8,400	9,417	8,472
0011710	5192210 PENSION PLAN CONTRIB	5,881	7,152	8,643	8,643	9,931
0011710	5192310 GROUP HEALTH INSURANCE	13,872	14,406	16,019	14,112	16,926
0011710	5192410 WORKER'S COMPENSATION	3,385	2,673	5,428	4,992	5,474
	TOTAL PERSONNEL SERVICES	126,635	146,512	148,299	146,162	151,543
0011710	5193450 CONTRACTUAL SERVICES	73,867	67,129	94,800	94,800	94,800
0011710	5194080 EMPLOYEE EDUCATION	0	0	250	250	250
0011710	5194120 COMMUNICATION	167	565	780	780	780
0011710	5194310 UTILITES-ELECTRIC	63,673	66,193	120,000	70,000	80,000
0011710	5194320 UTILITIES-WATER	38,707	47,266	50,000	50,000	50,000
0011710	5194620 MAINT & REPAIR OPER EQUIP	1,123	2,643	3,000	3,000	5,000
0011710	5194670 MAINT & REP-GDS & STRUCT	54,305	48,436	70,000	70,000	70,000
0011710	5195210 SUPPLIES	10,388	12,192	14,000	14,000	15,000
0011710	5195220 UNIFORMS	934	983	1,000	1,000	1,000
	TOTAL OPERATING EXPENSES	243,164	245,407	353,830	303,830	316,830
0011710	5199920 CONTINGENCY	0	0	5,000	0	5,000
	OTHER FUNDING SOURCE	0	0	5,000	0	5,000
	TOTAL BUILDING MAINTENANCE	369,799	391,919	507,129	449,992	473,373



PUBLIC WORKS SOLID WASTE DIVISION

001-1720-534

MISSION

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

SOLID WASTE DIVISION FUNCTION

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

SOLID WASTE DIVISION ACCOMPLISHMENTS FOR FY 2021

- To maintain great service to residents, our staff have been cross trained in the use of a garbage truck, crane, and sweeper to serve as back up and assist during an emergency or natural disaster.
- Assisted Code Enforcement with reducing illegal dumping throughout the City.
- Since the implementation of the Automated Garbage Truck System, the bins have had a lot of wear and tear. The Solid Waste Division has replaced an estimate of 200 residential garbage bins this Fiscal Year.
- Filled in trash holes using recycled asphalt pavement (RAP), which prolongs the fill in frequency and has a better appearance in front of properties.
- Continued to upgrade fleet to establish dependable and efficient trucks and heavy equipment.



SOLID WASTE DIVISION OBJECTIVES FOR FY 2022

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

SOLID WASTE DIVISION ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2018	ACTUAL FY 2019	ACTUAL FY 2020	PROJECTED FY 2021	ESTIMATED FY 2022
Garbage [tons]	2552	2610	3180	3300	3500
Trash [tons]	7568	8200	10,000	10,000	11,500
Excess Trash Pickups	70	90	90	100	100
Filling of Trash Holes	325	250	170	150	100



PUBLIC WORKS SOLID WASTE DIVISION BUDGET FY 2021-2022
001-1720-534

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 18/19	ACTUAL FY 19/20	BUDGET FY 20/21	ESTIMATE FY 20/21	ADOPTED FY 21/22
0011720	5341210 SALARIES - REGULAR	304,273	280,967	329,200	315,354	333,451
0011720	5341410 OVERTIME	9,468	38,788	8,000	2,272	8,000
0011720	5342110 F.I.C.A.	23,848	24,231	27,048	25,325	27,390
0011720	5342210 PENSION PLAN CONTRIBUTION	22,320	27,124	25,865	25,865	29,849
0011720	5342310 GROUP HEALTH INSURANCE	53,971	52,344	64,074	56,349	67,703
0011720	5342410 WORKER'S COMPENSATION	25,013	17,424	28,713	26,416	29,086
	TOTAL PERSONNEL SERVICES	438,893	440,878	482,900	451,581	495,479
0011720	5343470 INTERLOCAL AGREEMENT-RECYCLING	77,757	86,455	100,000	100,000	135,000
0011720	5344080 EMPLOYEE EDUCATION	0	0	500	500	500
0011720	5344340 REFUSE DISPOSAL FEE	621,249	705,775	770,000	770,000	790,000
0011720	5345210 SUPPLIES	16,506	22,340	40,000	40,000	50,000
0011720	5345220 UNIFORMS	3,938	4,686	5,000	5,000	5,000
	TOTAL OPERATING EXPENSES	719,450	819,256	915,500	915,500	980,500
	TOTAL SOLID WASTE	1,158,343	1,260,134	1,398,400	1,367,081	1,475,979



PUBLIC WORKS STREETS AND LANDSCAPING DIVISION

001-1730-541

MISSION

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

STREETS AND LANDSCAPING DIVISION FUNCTION

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

STREETS AND LANDSCAPING DIVISION ACCOMPLISHMENTS FOR FY 2021

- Completed tree pruning and trimming as needed throughout the City.
- Continued to stripe parking spaces as needed.
- Completed debris removal throughout the City's canals.
- Assisted with the installation of the Downtown lighting system and performed monthly inspections.
- Monitored lighting and electrical easements to facilitate FPL's repairs and upgrades of areas with lighting.
- Installed new Holiday decorations and lighting in different areas of the City and added a sound system to play Holiday music in the Downtown area.
- Continued with our established program that includes pressure cleaning and gum removal to maintain downtown South Miami and other areas free from graffiti.



- Completed inspection of the City’s Storm Water System as required by the NPDES Storm Water Permit and coordinated and assisted our storm drain cleaning company with the cleaning of storm water drains and pipes as result of inspections.

STREETS AND LANDSCAPING DIVISION OBJECTIVES FOR FY 2022

- Continue re-stripping of faded parking spaces throughout the area.
- Continue to trim trees as needed throughout the City.
- Continue to upgrade and beautify the Downtown Area.
- Continue to assist with the City’s tree planting initiative.
- Monitor yearly maintenance of easement and high trees under power lines.
- Coordinate the yearly maintenance agreement with outside vendor on the annual contract for median landscape maintenance agreement conjunction with FDOT reimbursement program.
- Increase overall roadway safety with the timely repair of potholes and removal of debris and other dangerous objects from the right of way.
- Repair damaged sidewalks to eliminate liability to the City.

STREETS & LANDSCAPING DIVISION ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2018	ACTUAL FY 2019	ACTUAL FY 2020	PROJECTED FY 2021	ESTIMATED FY 2022
Mowing of City Facilities & Locations	78	78	78	78	78
Sweeping of Streets [miles]	2645	2645	2645	2645	2645
Pressure-Cleaning of Sidewalks	52	52	52	52	52
Inspection of Storm Drains	800	800	800	800	800
Cleaning of Drainage Pipes [feet]	1350	1280	1300	1200	1200
Cleaning of Storm Drains	95	102	110	100	100
Citywide Insp. of Street Lights & Downtown Lighting	52	52	40	40	40
Removal of Graffiti	225	200	170	120	100
Trimming of Street Trees	412	400	460	400	400
Installation & Repair of Street Signs	100	100	80	80	80
Citywide Repair of Potholes	95	80	60	40	40
Installation & Removal of Banners	100	100	100	100	60



PUBLIC WORKS STREETS & LANDSCAPING DIVISION BUDGET FY 2021-2022
001-1730-541

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 18/19	ACTUAL FY 19/20	BUDGET FY 20/21	ESTIMATE FY 20/21	ADOPTED FY 21/22
0011730	5411210 SALARIES - REGULAR	293,595	265,278	233,322	261,941	244,914
0011730	5411410 OVERTIME	8,038	25,273	5,000	2,785	5,000
0011730	5412110 F.I.C.A.	23,698	22,745	18,232	20,529	20,649
0011730	5412210 PENSION PLAN CONTRIBUTION	15,354	18,717	15,194	15,194	20,119
0011730	5412220 ICMA	2,065	3,148	2,772	2,772	2,798
0011730	5412310 GROUP HEALTH INSURANCE	51,045	45,691	40,046	38,365	50,777
0011730	5412410 WORKER'S COMPENSATION	15,211	10,976	23,842	21,931	27,090
	TOTAL PERSONNEL SERVICES	409,006	391,828	338,408	363,517	371,347
0011730	5413450 CONTRACTUAL SERVICES	29,591	0	65,000	65,000	65,000
0011730	5414070 TRAVEL AND CONFERENCE	120	0	250	250	250
0011730	5414080 EMPLOYEE EDUCATION	0	0	500	500	500
0011730	5414120 COMMUNICATION	707	424	1,080	1,080	1,080
0011730	5414625 LANDSCAPE MAINTENANCE	33,700	46,613	60,000	60,000	70,000
0011730	5414640 MAINT & REP.STREETS & PARKWYS	19,411	19,922	20,000	20,000	25,000
0011730	5414650 ELECTRICITY-STREET LIGHTS	128,359	134,100	150,000	150,000	150,000
0011730	5414670 MAINT & REP-GDS & STRUCT	4,222	3,529	10,000	10,000	10,000
0011730	5415210 SUPPLIES	3,755	2,763	5,000	5,000	5,000
0011730	5415220 UNIFORMS	3,519	3,341	3,500	3,500	3,500
0011730	5415245 TOOLS	370	326	500	500	500
	TOTAL OPERATING EXPENSES	223,754	211,018	315,830	315,830	330,830
	TOTAL STREET MAINTENANCE	632,760	602,846	654,238	679,347	702,177



PUBLIC WORKS MOTOR POOL DIVISION

001-1760-519

MISSION

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

MOTOR POOL DIVISION FUNCTION

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

EQUIPMENT MAINTENANCE (MOTOR POOL) DIVISION ACCOMPLISHMENTS FOR FY 2021

- Motor Pool staff attended repair and maintenance trainings concerning the City's fleet.
- Evaluated fleet inventory and performed preventive maintenance to ensure that vehicles are operating at maximum capacity.
- Upgraded the Motor Pool with the purchase of new tools and equipment to enable staff to effectively and efficiently make necessary repairs to vehicles and heavy equipment.
- Continued preventive maintenance for police oil changes.
- Scheduled preventative maintenance for Parks and Recreation vans.
- Continued preventive maintenance program to prevent oil and hydro leaks in the streets throughout the City.



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

EQUIPMENT MAINTENANCE (MOTOR POOL) DIVISION OBJECTIVES FOR FY 2022

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

MOTOR POOL ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2018	ACTUAL FY 2019	ACTUAL FY 2020	PROJECTED FY 2021	ESTIMATED FY 2022
Motor Pool Scheduled & Unscheduled Services	1790	1740	1700	1600	1600
Motor Pool Road Call/Emerg. Serv.	46	50	58	50	50
Motor Pool Warranty Service	15	12	15	15	10
Generator Inspections	208	208	208	208	208
Fuel Level Checks	150	150	150	150	150
Police Oil Change		35	35	35	35



PUBLIC WORKS MOTOR POOL DIVISION BUDGET FY 2021-2022
001-1760-519

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 18/19	ACTUAL FY 19/20	BUDGET FY 20/21	ESTIMATE FY 20/21	ADOPTED FY 21/22
0011760 5191210	SALARIES - REGULAR	143,860	141,505	150,560	157,805	153,574
0011760 5191410	OVERTIME	506	13,625	4,000	0	4,000
0011760 5192110	F.I.C.A.	10,360	11,171	11,824	11,368	12,054
0011760 5192210	PENSION PLAN CONTRIBUTION	9,109	10,971	12,163	12,163	14,128
0011760 5192310	GROUP HEALTH INSURANCE	21,025	21,816	24,028	21,360	25,389
0011760 5192410	WORKER'S COMPENSATION	4,031	2,875	5,354	4,928	5,461
	TOTAL PERSONNEL SERVICES	188,891	201,963	207,929	207,624	214,606
0011760 5194080	EMPLOYEE EDUCATION	99	0	250	250	250
0011760 5194120	COMMUNICATION	433	565	780	780	780
0011760 5194515	LIABILITY INSURANCE-AUTO	26,303	29,085	50,000	50,000	50,000
0011760 5194620	MAINT & REP-OPERAT EQUIP	19,790	814	1,000	1,000	1,000
0011760 5194680	MAINT & REP-OUTSIDE SER.	66,441	62,839	75,000	75,000	75,000
0011760 5195220	UNIFORMS	2,908	2,970	3,000	3,000	3,000
0011760 5195230	FUEL & LUB.	113,742	54,367	150,000	150,000	150,000
0011760 5195240	PARTS	60,581	61,370	70,000	70,000	70,000
0011760 5195245	OPERATING TOOL	435	15	1,000	1,000	1,000
0011760 5195250	TIRES	19,891	17,977	25,000	25,000	25,000
0011760 5195260	CHEMICALS/SUPPLIES	1,570	1,010	2,000	2,000	2,000
	TOTAL OPERATING EXPENSES	312,193	231,012	378,030	378,030	378,030
	TOTAL MOTOR POOL	501,084	432,975	585,959	585,654	592,636



PUBLIC WORKS ENGINEERING AND CONSTRUCTION DIVISION

001-1790-519

MISSION

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

ENGINEERING AND CONSTRUCTION DIVISION FUNCTION

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

ENGINEERING & CONSTRUCTION ACCOMPLISHMENTS FOR FY 2021

- Implemented traffic calming devices throughout the City.
- Performed drainage improvements throughout the City, per the Stormwater Master Plan.
- Implemented recommendations from the South Miami Intermodal Transportation Plan.
- Continued various road resurfacing and reconstruction projects.
- Completed sidewalk improvements and repairs.
- Provided transit facility improvements throughout the City.



- Continued design for citywide water & sewer upgrades, as per the Sanitary Sewer Master Plan.
- Coordinated projects with Miami-Dade County and Florida Department of Transportation.

ENGINEERING & CONSTRUCTION OBJECTIVES FOR FY 2022

- Continue to work on a Citywide Traffic Calming Study and implement traffic calming recommendations.
- Continue to implement traffic calming devices throughout the City.
- Perform drainage improvements throughout the City based on resident requests.
- Implement recommendations from the South Miami Intermodal Transportation Plan.
- Continue road resurfacing and reconstruction projects.
- Continue to provide sidewalk improvements and repairs.
- Continue the cleaning of the inlets and catch basins throughout the City.
- Continue to provide transit and mobility programs throughout the City.
- Continue design for citywide water & sewer upgrades, as per the Sanitary Sewer Master Plan.
- Provide maintenance and repairs to City street signs.
- Continue to coordinate projects with Miami-Dade County and Florida Department of Transportation.

ENGINEERING AND CONSTRUCTION DIVISION

ACTIVITY	ACTUAL FY 2018	ACTUAL FY 2019	ACTUAL FY 2020	PROJECTED FY 2021	ESTIMATED FY 2022
Mgmt. of Construction Projects	23	21	24	23	21
Permits Issued	90	88	113	114	93
Permits Handled	100	98	125	96	90



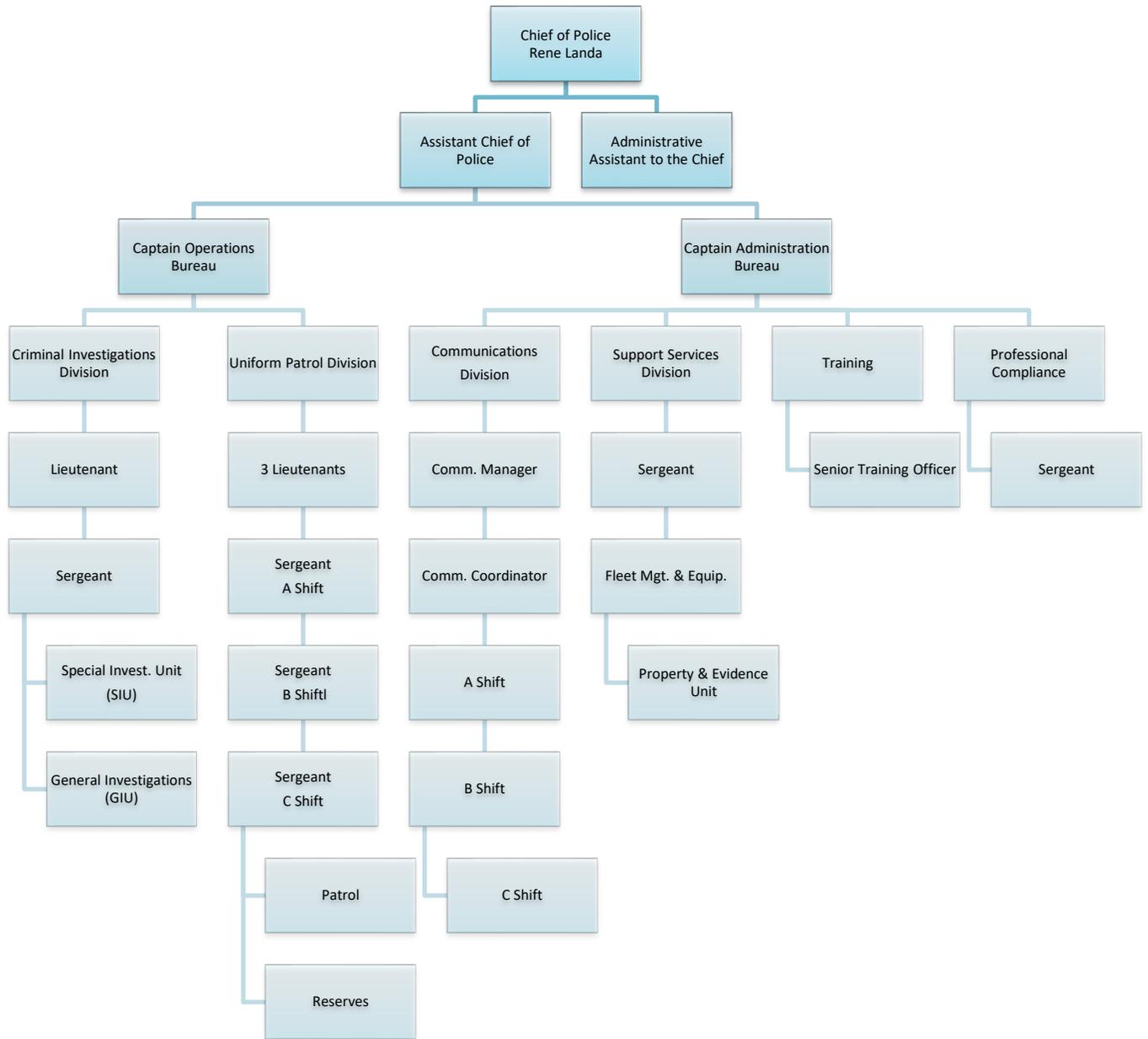
PUBLIC WORKS ENGINEERING & CONSTRUCTION DIVISION BUDGET 2021-2022
001-1790-519

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 18/19	ACTUAL FY 19/20	BUDGET FY 20/21	ESTIMATE FY 20/21	ADOPTED FY 21/22
0011790 5191210	SALARIES & WAGES - REGULAR	149,278	157,268	166,803	158,215	165,201
0011790 5192110	F.I.C.A.	11,751	12,723	12,760	12,726	12,638
0011790 5192210	PENSION PLAN CONTRIBUTION	0	0	7,178	7,178	9,202
0011790 5192220	ICMA	9,512	3,804	4,470	4,470	4,379
0011790 5192310	GROUP HEALTH INSURANCE	13,006	14,557	16,019	14,337	16,926
0011790 5192410	WORKER'S COMPENSATION	381	268	499	460	494
	TOTAL PERSONNEL SERVICES	183,928	188,620	207,729	197,386	208,840
0011790 5193450	CONTRACTUAL SERVICES	0	0	10,000	10,000	10,000
0011790 5194070	TRAVEL & CONFERENCE	0	0	500	500	500
0011790 5194080	EMPLOYEE - EDUCATION	0	99	500	500	875
0011790 5194120	COMMUNICATION	707	728	1,560	1,560	1,560
0011790 5195205	COMPUTER EQUIPMENT	0	0	500	500	500
0011790 5195210	SUPPLIES	2,068	1,165	2,500	2,500	2,500
0011790 5195410	MEMBERSHIPS & SUBSCRIPTIONS	310	290	1,000	1,000	1,000
	TOTAL OPERATING EXPENSES	3,085	2,282	16,560	16,560	16,935
	TOTAL ENGINEERING & CONSTRUCTION	187,013	190,902	224,289	213,946	225,775



POLICE DEPARTMENT

POLICE ORGANIZATIONAL CHART





POLICE DEPARTMENT

001-1910-521

MISSION

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

POLICE DEPARTMENT FUNCTION

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

POLICE DEPARTMENT ACCOMPLISHMENTS FOR FY 2021

- Decreased fleet cost by reducing its size and finding alternative vehicle options.
- Refreshed patrol computers utilizing forfeiture monies.
- Continued inter-agency relationships to assist in long term initiatives.
- Enhanced community outreach utilizing programs such as Coffee with a Cop, Cops and Students Talking (C.A.S.T.) and Police Athletic League (PAL).
- Continued developing active shooter training for private institutions and local area schools.
- Enhanced technology to provide more efficient response to the community's needs.

POLICE DEPARTMENT OBJECTIVES FOR FY 2022

- Improve officer wellness through a multi-faceted approach.
- Continue upgrading patrol computers and communication systems.
- Enhance our social media profile.
- Prepare for accreditation review and inspection.
- Increase hands-on training post pandemic.



POLICE DEPARTMENT ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2018	ACTUAL FY 2019	ACTUAL FY 2020	PROJECTED FY 2021	ESTIMATED FY 2022
Administrative:					
Employment Applicants processed	20	15	20	12	12
Internal Investigations Conducted	12	12	5	5	6
Employee Training Hours	4,000	3,800	3,800	3,800	4,000
Vehicles Purchased	8	9	8	6	8
Property & Evidence Handled	525	515	510	505	505
Communications:					
Total Calls for Service	11,600	14,120	14,500	14,250	14,000
Crime Analysis:					
Total Violent Crimes	65	42	40	40	40
Total Non-Violent Crimes	700	556	550	525	550
Total Crime Offenses	765	598	590	565	590
Patrol:					
Total Arrests	550	636	600	500	500
Citations - Moving Violations	8,500	5,784	6,000	5,500	7,000
Non-Moving & Parking	3,000	2,390	2,000	2,000	2,500
Written Reports	3,200	3,472	3,500	3,250	3,500
Assigned Calls	12,500	13,146	13,400	13,250	13,500
Criminal Invest. Division:					
Total Cases Assigned	800	897	900	850	875
Total Cases Cleared	300	290	290	290	300
Total Arrests	40	45	40	45	50
Crime Scenes Processed	50	49	45	40	45
Total Reports Written	950	995	1,000	950	950



POLICE BUDGET FY 2021-2022
001-1910-521

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 18/19	ACTUAL FY 19/20	BUDGET FY 20/21	ESTIMATE FY 20/21	ADOPTED FY 21/22	
0011910	5211210	SALARIES - REGULAR	3,724,621	3,978,400	4,157,100	4,069,553	4,205,650
0011910	5211310	SALARIES - PART-TIME	0	0	0	15,000	30,000
0011910	5211410	OVERTIME	161,605	147,010	150,000	128,357	200,000
0011910	5211411	OVERTIME-HOLIDAY PAY	63,781	50,075	62,000	62,000	87,000
0011910	5211413	OVERTIME-RED LIGHT CAMERAS	7,759	6,405	10,000	9,991	10,000
0011910	5211510	SPECIAL PAY-EDUCATION INCEN.	29,903	31,465	31,872	31,872	30,366
0011910	5211530	HAZARD PAY	59,850	61,480	67,860	67,860	67,860
0011910	5212110	F.I.C.A.	325,526	336,893	342,631	344,320	354,421
0011910	5212210	PENSION CITY CONTRIBUTION	511,909	571,681	435,295	289,654	400,178
0011910	5212220	DEFERRED COMP. CONTRIBUTION	22,335	21,707	21,792	19,020	24,862
0011910	5212310	GROUP HEALTH INSURANCE	391,696	413,703	472,531	406,190	472,531
0011910	5212410	WORKER'S COMPENSATION	69,933	60,811	120,059	110,449	121,384
	TOTAL PERSONNEL SERVICES	5,368,918	5,679,630	5,871,140	5,554,266	6,004,252	
0011910	5213116	ANNUAL PHYSICALS	7,980	6,525	17,160	16,500	17,160
0011910	5213120	LEGAL SERVICES	0	0	0	29,550	40,000
0011910	5213450	CONTRACTUAL SERVICES	104,216	139,804	196,598	187,259	233,420
0011910	5213452	RED LIGHT CAMERAS	192,224	176,717	204,960	204,960	205,000
0011910	5213456	CONTRACTUAL SCHOOL CROSSING	65,287	37,742	75,000	75,000	130,511
0011910	5213490	CRIME PREVENTION PROGRAMS	3,949	361	9,000	5,000	9,000
0011910	5214070	TRAVEL & CONFERENCE	15,088	9,096	8,990	8,990	10,990
0011910	5214080	TRAINING & EDUCATION	27,582	28,639	27,277	21,877	34,300
0011910	5214110	POSTAGE	1,366	1,025	1,800	1,025	1,800
0011910	5214120	COMMUNICATION	33,338	37,655	61,440	48,480	51,880
0011910	5214510	LIABILITY INSURANCE	0	109,215	120,000	120,000	120,000
0011910	5214515	AUTO INSURANCE	49,007	43,370	74,557	57,538	74,557
0011910	5214620	MAINT & REPAIR EQUIPMENT	1,864	1,232	15,800	15,800	15,800
0011910	5214630	MAINT & REPAIR COMM EQMT	3,330	6,525	9,700	4,200	7,200
0011910	5214632	INTERNET SERVICE	0	0	1,200	0	0
0011910	5214710	PRINTING- INFRASTRUCTURE	4,511	3,618	7,380	5,160	7,380
0011910	5214960	SPECIAL INVESTIGATIONS	3,000	0	5,000	1,000	5,000
0011910	5214970	EMPLOYEE TESTING	5,631	7,066	14,510	7,255	14,510
0011910	5215205	COMPUTER EQUIPMENT	2,964	1,220	3,095	3,095	2,700
0011910	5215210	SUPPLIES	87,454	109,883	114,678	114,678	134,048
0011910	5215220	UNIFORMS	65,872	75,010	85,650	65,650	87,550
0011910	5215230	FUEL	109,171	84,533	133,383	133,383	133,383
0011910	5215410	MEMBERSHIPS & SUBSCRIPTIONS	6,598	3,835	8,990	6,690	9,390
	TOTAL OPERATING EXPENSES	790,432	883,071	1,196,168	1,133,090	1,345,579	



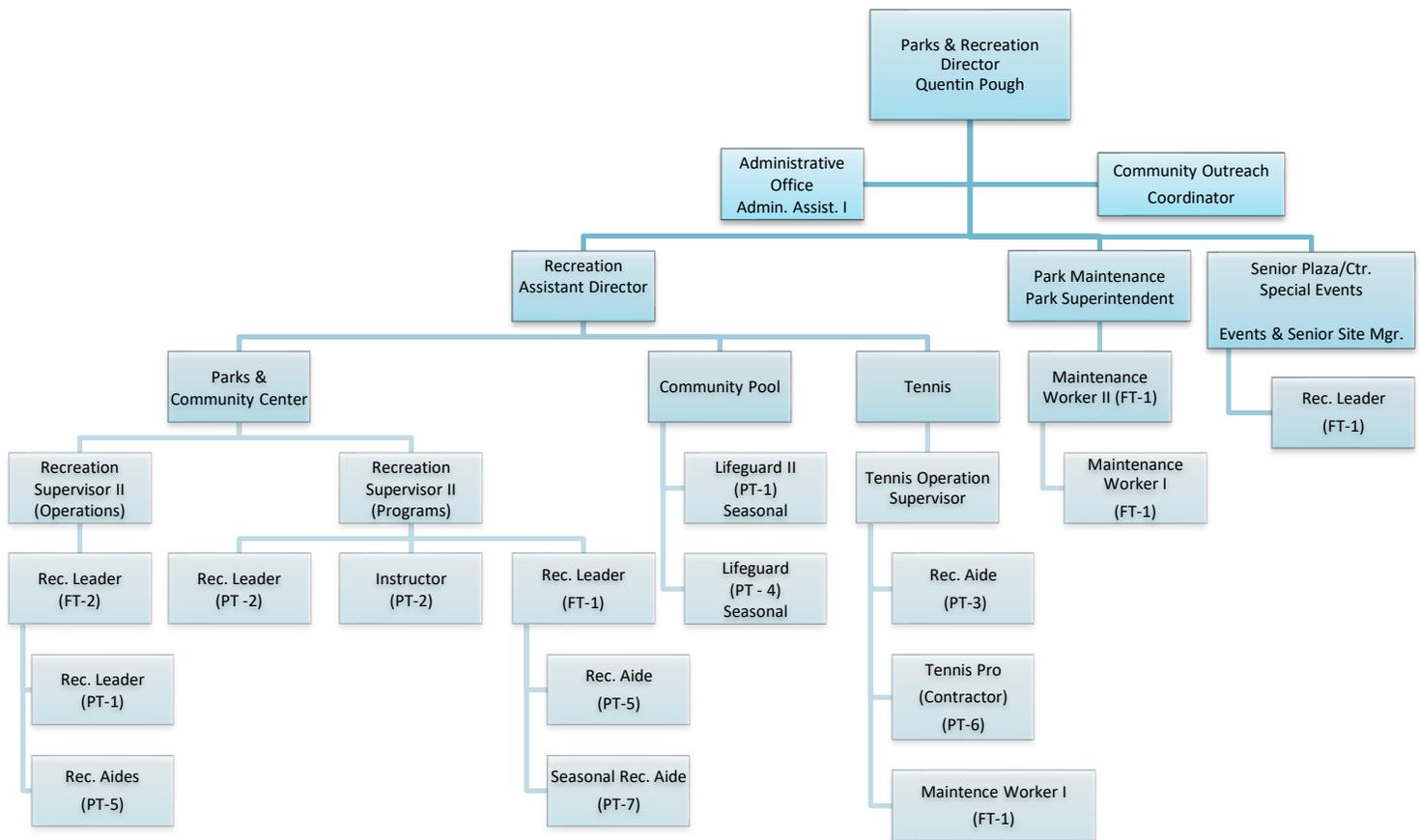
ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 18/19	ACTUAL FY 19/20	BUDGET FY 20/21	ESTIMATE FY 20/21	ADOPTED FY 21/22
0011910	5219920 CONTINGENCY	0	0	5,000	0	5,000
	OTHER FUNDING SOURCE	0	0	5,000	0	5,000
	TOTAL POLICE DEPARTMENT	6,159,350	6,562,701	7,072,308	6,687,356	7,354,831



PARKS AND RECREATION DEPARTMENT



PARKS AND RECREATION ORGANIZATIONAL CHART





PARKS AND RECREATION DEPARTMENT

001-2000-572

MISSION

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

PARKS AND RECREATION DEPARTMENT FUNCTION

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

PARKS AND RECREATION DEPARTMENT ACCOMPLISHMENTS FOR FY 2021

- Continued to expand the level of public information and social media efforts in order to increase awareness of programs, events and park updates.
- Utilized surveys, community meetings and other methods to involve community members when considering updates or changes to programs, parks, and facilities.

PARKS AND RECREATION DEPARTMENT OBJECTIVES FOR FY 2022

- Continue to maximize utilization of the Marshall Williamson Mobley Building through community programs and leverage partnerships.
- Manage all senior programs effectively through new leadership.
- Increase cheerleading enrollment to 50 participants.
- Promote participation of local food and drink businesses at city events.
- Explore increasing access to and safety on public canals.



PARKS AND RECREATION DEPARTMENT ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2018	ACTUAL FY 2019	ACTUAL FY 2020	PROJECTED FY 2021	ESTIMATED FY 2022
Youth Football Players	210	210	160	160	160
Youth Cheerleaders	60	75	50	20	40
Youth Basketball Players	20	45	70	80	80
# of STEM Participants	600	1,500	875	1,000	1,000
# of Attendees for Movie In The Park	600	800	800	800	1,000
Senior Weekday Meals Served/Delivered	14,300	19,500	43,600	19,500	17,554
Senior Home Delivery Meals	6,700	7,100	7,100	6,760	6,760
Fuchs Pavilion Rental (pavillion)	40	40	40	10	10
Dante Fascell Park Rental (pavillion)	270	270	180	200	200
Dison Park Rental (gazebo)	0	5	2	2	2



PARKS AND RECREATION BUDGET FY 2021-2022

001-2000-572

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 18/19	ACTUAL FY 19/20	BUDGET FY 20/21	ESTIMATE FY 20/21	ADOPTED FY 21/22
0012000	5721210 SALARIES - REGULAR	344,227	361,519	420,504	432,207	423,488
0012000	5722110 F.I.C.A.	26,480	27,772	32,169	32,653	32,397
0012000	5722210 PENSION PLAN CONTRIBUTION	15,731	18,862	32,433	32,433	36,295
0012000	5722220 ICMA	5,031	0	0	0	0
0012000	5722310 GROUP HEALTH INSURANCE	35,261	36,535	48,056	42,954	50,777
0012000	5722410 WORKER'S COMPENSATION	10,921	8,512	18,923	17,408	19,057
	TOTAL PERSONNEL SERVICES	437,651	453,200	552,085	557,655	562,014
0012000	5723450 CONTRACTUAL SERVICES	23,027	24,027	19,980	18,325	37,420
0012000	5724070 TRAVEL & CONFERENCE	419	75	340	0	338
0012000	5724080 EMPLOYEE EDUCATION	3,381	660	2,780	1,745	2,570
0012000	5724110 POSTAGE	1,962	1,005	2,150	47	2,150
0012000	5724120 COMMUNICATION	2,816	3,797	3,892	3,892	3,892
0012000	5724310 UTILITIES - ELECTRICITY	0	0	8,400	5,000	8,400
0012000	5724320 UTILITIES - WATER	0	0	1,400	750	1,000
0012000	5724515 LIABILITY INSURANCE- AUTO	5,495	4,866	8,357	6,454	8,357
0012000	5724670 MAINT & REP-PARK FACILITIES	-41	0	0	0	0
0012000	5724710 COPY MACHINE	2,086	2,119	7,463	1,092	7,000
0012000	5724820 SPECIAL EVENTS	59,274	23,212	54,800	20,043	86,500
0012000	5724901 PROPERTY TAXES	0	873	0	0	0
0012000	5725205 COMPUTER EQUIPMENT	3,047	481	7,700	7,300	7,600
0012000	5725210 SUPPLIES	4,190	1,827	4,000	4,000	4,000
0012000	5725220 UNIFORMS	2,601	2,609	2,850	1,250	2,850
0012000	5725230 FUEL	7,481	5,902	9,378	655	9,378
0012000	5725410 MEMBERSHIP & SUBSCRIPTION	350	2	800	1,180	1,180
0012000	5725630 FOOTBALL	58,412	36,078	58,625	41,625	58,625
0012000	5725631 CHEERLEADERS	22,244	3,818	14,500	13,800	10,500
0012000	5725670 SPECIAL RECREATION PROGRAMS	20,610	9,026	14,800	8,466	18,800
0012000	5725680 SENIOR CITIZENS PROGRAMS	37,703	39,318	41,452	30,736	40,806
	TOTAL OPERATING EXPENSES	255,057	159,695	263,667	166,360	311,366
0012000	5729920 CONTINGENCY	0	0	5,000	0	5,000
	OTHER FUNDING SOURCE	0	0	5,000	0	5,000
	TOTAL RECREATION	692,708	612,895	820,752	724,015	878,380



GIBSON-BETHEL COMMUNITY CENTER

001-2020-572

MISSION

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

GIBSON-BETHEL COMMUNITY CENTER FUNCTION

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

GIBSON-BETHEL COMMUNITY CENTER ACCOMPLISHMENTS FOR FY 2021

- Operated all programs according to County, City and CDC guidelines and recommendations.
- Increased membership and participation in the Silver Sneakers FLEX group fitness classes and Silver Sneaker fitness center memberships by 5%.

GIBSON-BETHEL COMMUNITY CENTER OBJECTIVES FOR FY 2022

- Responsibly increase summer camp to 120 participants on a weekly basis.
- Increase memberships by 15% for Silver Sneakers and fitness center membership.
- Increase basketball program from 6 to 8 active teams.



GIBSON-BETHEL COMMUNITY CENTER ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2018	ACTUAL FY 2019	ACTUAL FY 2020	PROJECTED FY 2021	ESTIMATED FY 2022
One Day Camp Participants	125	125	75	20	50
Spring Camp Participants	40	40	0	25	40
Winter Camp Participants	35	35	15	33	40
Summer Camp Participants	100	100	45	75	110
After School Program Participants	100	85	100	40	100
Fitness Center Total Memberships & Passes	160	165	165	146	200
Facility Rentals	200	200	120	13	40



GIBSON-BETHEL COMMUNITY CENTER FY 2021-2022
001-2020-572

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 18/19	ACTUAL FY 19/20	BUDGET FY 20/21	ESTIMATE FY 20/21	ADOPTED FY 21/22
0012020	5721210 SALARIES - REGULAR	170,867	203,712	194,789	189,985	193,572
0012020	5721310 SALARIES - PART TIME	228,385	134,395	228,379	156,054	246,837
0012020	5721410 SALARIES - OVERTIME	0	6,304	0	0	0
0012020	5722110 F.I.C.A. PENSION PLAN	29,952	25,176	32,372	24,805	33,691
0012020	5722210 CONTRIBUTION	3,740	4,447	4,885	4,885	6,737
0012020	5722220 ICMA	6,302	6,713	9,307	8,172	8,310
0012020	5722310 GROUP HEALTH INSURANCE	32,459	35,504	40,046	35,348	42,314
0012020	5722410 WORKER'S COMPENSATION	14,569	10,683	19,043	17,522	19,818
	TOTAL PERSONNEL SERVICES	486,274	426,934	528,821	436,771	551,279
0012020	5723450 CONTRACTUAL	10,073	7,386	8,280	4,165	6,665
0012020	5724310 UTILITIES-ELECTRICITY	60,000	38,009	55,000	45,000	45,000
0012020	5724670 MAINT & REP-GRDS & STRCTR	15,233	13,272	15,744	17,098	15,724
0012020	5724710 COPY MACHINE	1,194	1,080	2,460	2,460	2,460
0012020	5725205 COMPUTER EQUIPMENT	4,000	2,072	0	0	0
0012020	5725210 SUPPLIES	1,969	4,080	3,500	660	2,750
0012020	5725550 SCHOOL PROGRAM	14,032	4,460	12,900	1,836	12,900
0012020	5725640 BASKETBALL	2,880	1,636	2,875	4,150	4,550
0012020	5725660 SUMMER CAMP	16,657	3,475	10,900	7,200	10,900
	TOTAL OPERATING EXPENSES	126,038	75,470	111,659	82,569	100,949
	TOTAL COMMUNITY CENTER	612,312	502,404	640,480	519,340	652,228



PARKS LANDSCAPING DIVISION

001-1750-519

MISSION

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

PARKS LANDSCAPING DIVISION FUNCTION

Parks Landscaping and Maintenance Division is responsible for maintaining all city parks and facilities, landscape, playgrounds, athletic fields, including capital improvement projects. Other division functions include City-wide playground inspections, overseeing division work order system, tree service and repairs.

PARKS LANDSCAPING DIVISION ACCOMPLISHMENTS FOR FY 2021

- Completed design and construction plans for Ludlam Glades Park and commence construction incrementally.
- Continued execution of the City's ADA Transition Plan for parks.
- Completed construction of new tennis and parking lot lights at Dante Fascell Park.
- Completed ADA improvements and construction of new perimeter asphalt trail at Fuchs Park.

PARKS LANDSCAPING DIVISION OBJECTIVES FOR FY 2022

- Continue to maintain all parks in an efficient, cost effective, responsive, and responsible manner.
- Complete construction of new playground structures and park improvements at South Miami Park.
- Commence construction improvements at Vice Mayor Robert C. Welsh Park.
- Install new artificial turf at the City's Dog Park.
- Activate pocket park located at SW 50th Street and 63rd Avenue.



PARKS LANDSCAPING DIVISION ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2018	ACTUAL FY 2019	ACTUAL FY 2020	PROJECTED FY 2021	ESTIMATED FY 2022
Cleaning of Parks' Bathrooms	1/day	2/day	2/day	2/day	2/day
Litter Pick-up in City Parks	Daily	Daily	Daily	Daily	Daily
Mowing of 14 City Parks	30/yr.	30/yr.	30/yr.	30/yr.	30/yr.
Clean Pond (Fuchs Park)	2/yr.	2/yr.	2/yr.	2/yr.	2/yr.
Playground Inspections	1/month	1/month	1/month	1/month	1/month
# of Trees Planted	0	30	23	25	30
# of Soccer Fields Painted	0	132	100	120	120
# of Football Fields Painted	0	29	30	15	30
# of Baseball Fields Lined/Painted	0	235	235	200	200



PARKS LANDSCAPE BUDGET FY 2021-2022

001-1750-519

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 18/19	ACTUAL FY 19/20	BUDGET FY 20/21	ESTIMATE FY 20/21	ADOPTED FY 21/22
0011750 5191210	SALARIES - REGULAR	141,325	135,234	136,182	135,791	137,426
0011750 5191410	SALARIES - OVERTIME	1,198	1,037	4,000	345	4,000
0011750 5192110	F.I.C.A.	10,881	10,915	10,724	10,924	10,819
0011750 5192210	PENSION PLAN CONTRIBUTION	9,053	12,352	11,043	11,043	12,692
0011750 5192310	GROUP HEALTH INSURANCE	20,624	15,024	24,028	21,294	25,389
0011750 5192410	WORKER'S COMPENSATION	4,506	4,287	6,110	5,620	6,166
	TOTAL PERSONNEL SERVICES	187,587	178,849	192,087	185,017	196,492
0011750 5193450	CONTRACTUAL SERVICES	178,133	165,786	172,140	150,907	158,060
0011750 5194070	TRAVEL AND CONFERENCE	340	0	200	0	200
0011750 5194120	COMMUNICATION	557	565	556	556	556
0011750 5194350	ELECTRICITY-CITY PARKS	38,379	37,180	50,000	50,000	50,000
0011750 5194420	OUTSIDE SERV RENTAL	0	0	1,000	0	1,000
0011750 5194515	AUTO INSURANCE	811	714	1,233	1,233	1,233
0011750 5194620	MAINTENANCE & REPAIRS	78,575	81,285	71,000	58,852	71,000
0011750 5195210	SUPPLIES	9,571	9,111	8,500	8,101	8,500
0011750 5195220	UNIFORMS	2,231	1,378	1,750	1,400	1,750
0011750 5195230	FUEL	6,420	5,065	8,047	8,047	8,047
0011750 5195410	MEMBERSHIPS & SUBSCRIPTIONS	250	0	0	0	0
	TOTAL OPERATING EXPENSES	315,267	301,084	314,426	279,096	300,346
	TOTAL LANDSCAPE MAINT.	502,854	479,933	506,513	464,113	496,838



PARKS LANDSCAPING DIVISION BUDGET HIGHLIGHTS

3450 Contractual Services –

Professional Landscape Services at 14 Parks	116,000
City Park Light Repairs	20,000
Miscellaneous Tree Maintenance Work at City Parks & Stump Removal	15,000
One Two Tree Pest Free: Flea & Tick Control Program for SOMI Dog Park	1,500
Monthly Monitoring of Burglar Alarm System	1,440
Palmer Park Office Internet & Phone Service	1,400
Toro Pest Management for Palmer Park	1,020
MRC Plumbing - Back Flow Maintenance at Fuchs Park and Community Center	1,000
Aquagenix (Fuchs Park Pond Maintenance)	640
Waste Management Annual Permit Fee	30
Miami Dade County Life Safety Permit (Palmer Park Concession Stand)	30
TOTAL	<u>158,060</u>



COMMUNITY POOL

001-2030-572

MISSION

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

COMMUNITY POOL FUNCTION

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

COMMUNITY POOL ACCOMPLISHMENTS FOR FY 2021

- As part of a multi-year agreement, the department offered diverse learn-to-swim classes for youth and adults.
- Maintained USA Swimming Foundation partnership and applied for learn to swim scholarship funding through the USA Swimming Foundation *Make a Splash* grant program.
- Offered and filled two (2) public Lifeguard Training Courses and one (1) Junior Lifeguard Training Course.

COMMUNITY POOL OBJECTIVES FOR FY 2022

- Fill two (2) public lifeguards training courses and two (2) junior lifeguard training courses.
- Increase enrollment to eight (8) or more persons per water aerobics class.
- Promote and increase birthday rentals to six (6).
- Obtain learn-to-swim grant funding.



COMMUNITY POOL ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2018	ACTUAL FY 2019	ACTUAL FY 2020	PROJECTED FY 2021	ESTIMATED FY 2022
Lifeguard Certifications	12	8	5	15	20
Learn to Swim Participants (paid)	120	300	150	200	300
Water Aerobics (paid)	30	35	8	22	25
Facility Rentals	6	8	0	1	5

COMMUNITY POOL BUDGET FY 2021-2022

001-2030-572

SIX MONTHS OPERATIONS

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 18/19	ACTUAL FY 19/20	BUDGET FY 20/21	ESTIMATE FY 20/21	ADOPTED FY 21/22
0012030	5721210 SALARIES - REGULAR	0	186	0	0	0
0012030	5721310 SALARIES - PART TIME	45,239	21,144	52,540	52,540	52,075
0012030	5722110 F.I.C.A.	3,461	1,632	4,019	4,019	3,984
0012030	5722310 GROUP HEALTH INSURANCE	0	0	0	0	0
0012030	5722410 WORKER'S COMPENSATION	1,718	430	778	778	771
	TOTAL PERSONNEL SERVICES	50,418	23,392	57,337	57,337	56,830
0012030	5723450 CONTRACTUAL SERVICES	16,692	4,158	19,020	12,240	16,320
0012030	5724080 EMPLOYEE EDUCATION	1,225	0	1,650	900	1,520
0012030	5724320 UTILITIES WATER & SEWER	22,012	9,574	25,000	20,000	25,000
0012030	5724350 ELECTRICITY	5,978	8,701	9,000	8,750	9,000
0012030	5724670 MAINTENANCE & REPAIR	7,009	6,654	10,000	8,000	12,700
0012030	5724820 SPECIAL EVENTS	884	1,166	2,000	0	2,000
0012030	5725210 SUPPLIES	8,570	4,513	7,000	4,620	7,000
0012030	5725220 UNIFORMS	498	839	900	1,012	1,100
	TOTAL OPERATING EXPENSES	62,868	35,605	74,570	55,522	74,640
	TOTAL COMMUNITY CENTER	113,286	58,997	131,907	112,859	131,470



COMMUNITY POOL BUDGET HIGHLIGHTS

6-Months of Operation

3450 Contractual Services –

Pool Chemicals (Approx. \$700 per Month)	8,500
Community Lifeguard Training Class	500
Water Aerobics Instructor (3 Classes Weekly March through October)	4,320
50 State Security: Video Monitoring and Alert Services for 3 Pool Cameras	2,700
Florida Health Department Operating Permits (For Main Pool and Splash Pad)	300
TOTAL 6 Month Operations	16,320



TENNIS

001-2010-572

MISSION

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

TENNIS FUNCTION

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

TENNIS ACCOMPLISHMENTS FOR FY 2021

- Provide active tennis recreation for a wide range of individuals and age groups.
- Use best management and maintenance practices to ensure overall effective facility and program management of tennis center.
- Generated \$75,000+ in net profit.
- Advertised for and executed evening tennis programming, such as team practices, Fit Tennis, and Junior Team Tennis programs.

TENNIS OBJECTIVES FOR FY 2022

- Generate a minimum of \$80,000 in net project.
- Promote interest and provide opportunity for wider and greater competition in tennis at Dante Fascell Park.



TENNIS ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2018	ACTUAL FY 2019	ACTUAL FY 2020	PROJECTED FY 2021	ESTIMATED FY 2022
Drop-In Court Rentals	810	1,000	1,000	3,059	4,000
Winter Camp	40	40	48	26	26
Spring Camp	30	40	0	21	21
Summer Camp	175	175	90	71	71
After School Program	100	125	160	190	190
Adult Women's Clinic	80	80	54	69	80
Private Lesson (hours)	425	1,928	2,000	4,000	4,000



TENNIS BUDGET FY 2021-2022
001-2010-572

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 18/19	ACTUAL FY 19/20	BUDGET FY 20/21	ESTIMATE FY 20/21	ADOPTED FY 21/22
0012010	5721210	120,912	96,614	100,735	101,883	132,776
0012010	5721310	15,777	12,734	64,968	33,500	41,477
0012010	5721410	763	911	0	0	0
0012010	5722110	10,506	8,394	12,676	10,030	13,330
0012010	5722210	1,720	0	2,299	2,299	0
0012010	5722220	6,460	6,631	7,051	7,051	9,294
0012010	5722310	14,039	14,064	8,009	7,226	16,926
0012010	5722410	5,333	3,885	7,457	6,859	7,841
	TOTAL PERSONNEL SERVICES	175,510	143,233	203,195	168,848	221,644
0012010	5723450	148,140	161,218	208,680	200,000	253,124
0012010	5724120	353	367	566	566	566
0012010	5724125	1,125	512	0	0	0
0012010	5724620	0	3,130	6,500	5,000	6,500
0012010	5724670	5,500	2,276	7,400	6,268	8,740
0012010	5725205	0	0	1,450	500	1,450
0012010	5725210	3,950	5,617	4,650	3,282	4,750
0012010	5725220	735	709	1,500	1,300	1,500
	TOTAL OPERATING EXPENSES	159,803	173,829	230,746	216,916	276,630
	TOTAL TENNIS	335,313	317,062	433,941	385,764	498,274



NON-DEPARTMENTAL

001-2100-519

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

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

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

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

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



**NON-DEPARTMENTAL BUDGET FY 2021-2022
001-2100-519**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 18/19	ACTUAL FY 19/20	BUDGET FY 20/21	ESTIMATE FY 20/21	ADOPTED FY 21/22
0012100	5192250 SECTION 185 CONTRIBUTION	110,419	107,843	115,000	106,852	115,000
0012100	5199924 SETTLEMENTS	0	1,538,292	0	0	
	TOTAL PERSONNEL SERVICES	110,419	1,646,135	115,000	106,852	115,000
0012100	5819120 INTRA-GOV TRANSFER-DEBT SERVICE	329,345	391,070	389,289	389,289	74,314
0012100	5819130 INTRA-GOV EMERG RESERVES FUND	222,800	0	0	0	0
0012100	5819140 INTRA-GOV CAPITAL IMPROV PRO FUND	1,319,392	1,991,971	1,570,820	1,570,820	2,565,547
0012100	5819166 INTRA-GOV PEDEST CROSSING ADQ FUND	0	0	133,000	133,000	0
0012100	5819167 INTRA-GOV PD HEADQTR & EOC FUND	0	0	0	0	1,500,000
	TOTAL TRANSFERS	1,871,537	2,383,041	2,093,109	2,093,109	4,139,861
	TOTAL NON -DEPARTMENTAL	1,981,956	4,029,176	2,208,109	2,199,961	4,254,861

NON-DEPARTMENTAL BUDGET HIGHLIGHTS

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



SPECIAL REVENUE FUNDS

STORMWATER DRAIN TRUST FUND

LOCAL OPTION GAS TAX TRUST FUND

HOMETOWN DISTRICT IMPROVEMENT TRUST FUND

PARKS AND RECREATION FACILITIES IMPACT FEE FUND

BOB WELSH TREE TRUST FUND

PEOPLE TRANSPORTATION TAX FUND

REVENUE STABILIZATION ACCOUNT

GRANT MATCH RESERVE FUND

INSURANCE RESERVE FUND

TAX EQUALIZATION FUND

BUILDING FUND

CITY PARKS ACQUISITION DEVELOPMENT OPS AND MAINT FUND

PEDESTRIAN CROSSING ACQUISITION, DEVELOPMENT, OPS AND MAINT TRUST FUND



STORMWATER DRAIN TRUST FUND

CITY OF SOUTH MIAMI SPECIAL REVENUE FUND 111

STORMWATER DRAIN TRUST FUND BACKGROUND

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

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

STORMWATER FEES

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

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



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



**STORMWATER DRAIN TRUST
CITY OF SOUTH MIAMI FUND 111**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 18/19	ACTUAL FY 19/20	BUDGET FY 20/21	ESTIMATE FY 20/21	ADOPTED FY 21/22
	BEGINNING FUND BALANCE	242,583	229,455	318,121	318,121	247,968
	REVENUES					
1110000	3143000 UTILITY TAX-STORMWATER	239	247	0	300	0
1110000	3301000 INTERGOV REVENUE	413,581	365,164	410,000	365,000	365,000
1110000	3612000 INTEREST INCOME	8,852	6,761	7,000	7,200	7,000
1110000	3699201 MISC OTHERS	0	252	0	0	0
	TOTAL REVENUE	422,672	372,424	417,000	372,500	372,000
	EXPENDITURES					
1111730	5411210 REGULAR SALARY	39,335	42,294	40,969	40,969	41,346
1111730	5411410 OVERTIME	0	317	0	0	0
1111730	5412110 FICA	3,023	3,135	3,134	3,134	3,163
1111730	5412210 PENSION PLAN CONTRIBUTION	2,003	1,986	3,221	3,221	4,115
1111730	5412310 GROUP HEALTH INSURANCE	6,931	7,163	8,009	8,009	8,463
1111730	5412410 WORKER'S COMPENSATION	4,078	2,899	3,575	3,575	3,608
	TOTAL PERSONNEL SERVICES	55,370	57,794	58,908	58,908	60,695
1111730	5413450 CONTRACTUAL SERVICES	116,193	70,976	149,045	83,745	113,745
	TOTAL OPERATING EXPENSES	116,193	70,976	149,045	83,745	113,745
1111730	5416490 CONSTRUCTION PROJECTS	114,237	4,989	150,000	150,000	105,000
	TOTAL CAPITAL OUTLAY	114,237	4,989	150,000	150,000	105,000
	TOTAL EXPENDITURES	285,800	133,758	357,953	292,653	279,440
1111730	5819120 TRANSFER-GEN FUND	150,000	150,000	150,000	150,000	150,000
	TOTAL OTHER FINANCING SOURCES	150,000	150,000	150,000	150,000	150,000
	TOTAL FUND EXPENSES	435,800	283,758	507,953	442,653	429,440
	ENDING FUND BALANCE	229,455	318,121	227,168	247,968	190,528



STORMWATER DRAIN TRUST FUND BUDGET HIGHLIGHTS

3450 Contractual Services –

Maintenance Interlocal Agreement with County for Canal Maintenance (City Share 57%)	60,000
DERM Annual Operating Permit Renewal Fee	900
FDEP Annual Regulatory Program & Surveillance Fee 2012	345
NPDES Interlocal Agreement Payment Permit	2,500
Citywide Drainage Improvement for EPA NPDES MS4 Permit	8,000
Citywide Storm Drain Cleanout	32,000
Cost of Stormwater Non-Residential Fee for the Non-Ad Valorem Billing	10,000
TOTAL	<u>113,745</u>

6490 Construction Projects -

Drainage Improvements Design SW 81 st Street East of 62 nd Avenue	75,000
Drainage Improvements Design SW 59 th Avenue from SW 64 th to 66 th Street	30,000
TOTAL	<u>105,000</u>



LOCAL OPTION GAS TAX TRUST FUND

CITY OF SOUTH MIAMI SPECIAL REVENUE FUND 112

LOCAL OPTION GAS TRUST FUND BACKGROUND

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

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

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

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

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

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

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

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



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

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

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 18/19	ACTUAL FY 19/20	BUDGET FY 20/21	ESTIMATE FY 20/21	ADOPTED FY 21/22
	BEGINNING FUND BALANCE	265,021	209,970	263,913	263,913	231,695
	REVENUES					
1120000	3121000 LOCAL OPTIONS TAXES	74,541	65,731	71,763	65,000	66,300
1120000	3612000 INTEREST INCOME	1,916	2,245	1,600	2,782	2,200
	TOTAL REVENUE	76,457	67,976	73,363	67,782	68,500
	EXPENSES					
1121730	5416210 INFRASTRUCTURE PROJECTS	131,508	14,033	100,000	100,000	100,000
	TOTAL CAPITAL OUTLAY	131,508	14,033	100,000	100,000	100,000
	TOTAL FUND EXPENSES	131,508	14,033	100,000	100,000	100,000
	ENDING FUND BALANCE	209,970	263,913	237,276	231,695	200,195

LOCAL OPTION GAS TRUST FUND BUDGET HIGHLIGHTS

541-6210 Infrastructural Projects – Citywide Street Improvements / Resurfacing



HOMETOWN DISTRICT IMPROVEMENT
TRUST FUND

CITY OF SOUTH MIAMI FUND 116

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

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

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



**HOMETOWN DISTRICT IMPROVEMENT TRUST FUND
CITY OF SOUTH MIAMI FUND 116**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 18/19	ACTUAL FY 19/20	BUDGET FY 20/21	ESTIMATE FY 20/21	ADOPTED FY 21/22
	BEGINNING FUND BALANCE	36,313	15,563	1,008	1,008	1,008
	REVENUES					
1160000	3419060 PARKING EXCEPTION	4,250	0	0	0	0
	TOTAL REVENUE	4,250	0	0	0	0
	EXPENSES					
1161410	5819120 TRANSFER TO GEN FUND	25,000	14,555	0	0	1,008
	OTHER FINANCING SOURCES	25,000	14,555	0	0	1,008
	TOTAL FUND EXPENSES	25,000	14,555	0	0	1,008
	ENDING FUND BALANCE	15,563	1,008	1,008	1,008	0



PARKS AND RECREATIONS FACILITIES
IMPACT FEE FUND

CITY OF SOUTH MIAMI FUND 117

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

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

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

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

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

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



**PARKS FACILITIES IMPACT FEE FUND
CITY OF SOUTH MIAMI FUND 117**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 18/19	ACTUAL FY 19/20	BUDGET FY 20/21	ESTIMATE FY 20/21	ADOPTED FY 21/22
	BEGINNING FUND BALANCE	213,152	43,867	69,740	69,740	218,329
	REVENUES					
1170000	3246100 PARKS FACILITIES IMPACT FEES-RESID	34,261	25,058	0	147,431	0
1170000	3612000 INTEREST INCOME	2,547	815	3,500	1,158	1,200
	TOTAL REVENUE	36,808	25,873	3,500	148,589	1,200
	EXPENSES					
1172000	5723450 CONTRACTUAL SERVICES	0	0	60,000	0	0
1172000	5726110 LAND ADQUISITION	206,093	0	0	0	0
1172000	5726440 CAPITAL IMPROVEMENTS	0	0	0	0	60,000
	OTHER FINANCING SOURCES	206,093	0	60,000	0	60,000
	TOTAL FUND EXPENSES	206,093	0	60,000	0	60,000
	ENDING FUND BALANCE	43,867	69,740	13,240	218,329	159,529



BOB WELSH TREE TRUST FUND

CITY OF SOUTH MIAMI FUND 118

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

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

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



BOB WELSH TREE TRUST FUND
CITY OF SOUTH MIAMI FUND 118

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 18/19	ACTUAL FY 19/20	BUDGET FY 20/21	ESTIMATE FY 20/21	ADOPTED FY 21/22
	BEGINNING FUND BALANCE	40,685	35,631	58,827	58,827	41,827
	REVENUES					
1180000	3430000 PHYSICAL ENVIRON CHARGE	6,396	26,534	0	8,000	0
	TOTAL REVENUE	6,396	26,534	0	8,000	0
	EXPENSES					
1181750	5193450 CONTRACTUAL SERVICES	11,450	3,338	25,000	25,000	25,000
	OTHER FINANCING SOURCES	11,450	3,338	25,000	25,000	25,000
	TOTAL FUND EXPENSES	11,450	3,338	25,000	25,000	25,000
	ENDING FUND BALANCE	35,631	58,827	33,827	41,827	16,827



PEOPLE'S TRANSPORTATION TAX FUND

CITY OF SOUTH MIAMI SPECIAL REVENUE FUND 124

PEOPLE'S TRANSPORTATION TAX FUND BACKGROUND

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

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

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

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

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



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

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 18/19	ACTUAL FY 19/20	BUDGET FY 20/21	ESTIMATE FY 20/21	ADOPTED FY 21/22
	BEGINNING FUND BALANCE	892,974	970,963	1,051,191	1,051,191	920,236
	REVENUES					
1240000	3126000 INTERGOVERNMENTAL REVENUE	433,569	380,226	425,000	430,000	430,000
1240000	3612000 INTEREST INCOME	7,460	10,648	10,000	11,050	10,000
	TOTAL REVENUE	441,029	390,875	435,000	441,050	440,000
	EXPENDITURES					
1241730	5416490 CONSTRUCTION PROJECTS	363,040	310,647	785,000	572,005	1,141,000
	TOTAL CAPITAL OUTLAY	363,040	310,647	785,000	572,005	1,141,000
	TOTAL FUND EXPENSES	363,040	310,647	785,000	572,005	1,141,000
	ENDING FUND BALANCE	970,963	1,051,191	701,191	920,236	219,236



PEOPLE’S TRANSPORTATION TAX FUND BUDGET HIGHLIGHTS

6490 Construction Projects –

Road Resurfacing - SW 51 TR FROM SW 65 AVE to 66 AVE	10,000
Road Resurfacing - SW 55 ST FROM SW 64 AVE to END CUL-DE-SAC	12,500
Road Resurfacing - SW 57 DR FROM SW 58 ST to 62 AV	47,500
Road Resurfacing - SW 58 TR FROM SW 65 AVE to 64 AVE	15,000
Road Resurfacing - SW 59 CT FROM SW 76 ST to 78 ST	15,000
Road Resurfacing - SW 60 ST FROM SW 67 AVE to 65 AVE	20,000
Road Resurfacing - SW 64 AVE FROM SW 44 ST to 42 TR	15,000
Road Resurfacing - SW 65 AVE FROM SW 53 TR to P 52 TR	12,500
Road Resurfacing - SW 65 AVE FROM SW 61 TR to 61 ST	12,500
Road Resurfacing - SW 67 CT FROM SW 62 TR to 64 ST	25,000
Road Resurfacing - SW 68 AVE FROM SW 77 TR to 78 TR	10,000
Road Resurfacing - SW 69 AVE FROM SW 64 ST to END CUL-DE-SAC	45,000
Road Resurfacing - SW 70 ST FROM SW 63 AVE to 64 CT	15,000
Road Resurfacing - SW 77 TR FROM SW 67 AVE to 69 AVE	15,000
Citywide Directional Street Signs Replacement	10,000
Citywide Striping	20,000
84th Street Median Improvement between SW 57 Ave to 62 Ave	25,000
Citywide Sidewalk Repairs	50,000
Citywide Street Improvements/ Resurfacing	50,000
South Miami Intermodal Transportation Plan - Mobility	100,000
Manor Lane Roadway & Sidewalks	116,000
Downtown Improvements- Sunset Drive between US-1 & 57th	250,000
Miscellaneous Traffic Calming	250,000
TOTAL	\$ 1,141,000



**PEOPLE'S TRANSPORTATION TAX FUND
DIRECT TRANSIT
CITY OF SOUTH MIAMI FUND 125**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 18/19	ACTUAL FY 19/20	BUDGET FY20/21	ESTIMATE FY 20/21	ADOPTED FY 21/22
	BEGINNING FUND BALANCE	427,673	266,464	272,228	272,228	229,728
	REVENUES					
1250000	3126000 INTERGOVERNMENTAL REVENUE	108,392	95,057	100,000	107,500	107,500
	TOTAL REVENUE	108,392	95,057	100,000	107,500	107,500
	EXPENDITURES					
1251730	5413450 CONTRACTUAL SERVICES	269,601	89,293	150,000	150,000	182,926
	TOTAL FUND EXPENSES	269,601	89,293	150,000	150,000	182,926
	ENDING FUND BALANCE	266,464	272,228	222,228	229,728	154,302

PEOPLE'S TRANSPORTATION TAX FUND BUDGET HIGHLIGHTS

In November 2020, the City began offering free point-to-point on demand transportation through Freebee. There are currently 3 fully electric Freebee vehicles providing service to residents, visitors, and business employees for transportation within city boundaries. The goal is to help get cars off the road, make transportation more easily available, decrease time residents spend in their vehicles looking for parking, and reduce Downtown traffic and vehicle emissions. Prior to Freebee, the City of South Miami stopped operation of its two circulators in January 2020. The circulators had been operating since 2017.



REVENUE STABILIZATION FUND

CITY OF SOUTH MIAMI FUND 150

The Revenue Stabilization Reserve Fund was established to mitigate the risk of reduced property tax and other revenues in general. Building this fund is critical as it is the primary source used in balancing budget request.

These funds are restricted to uses related to impacts caused by extraordinary or unanticipated reduced tax revenues and other revenues in general.

REVENUE STABILIZATION FUND
CITY OF SOUTH MIAMI FUND 150

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 18/19	ACTUAL FY 19/20	BUDGET FY 20/21	ESTIMATE FY 20/21	ADOPTED FY 21/22
	BEGINNING FUND BALANCE	60,000	60,000	60,000	60,000	0
	EXPENSES					
1501410	5819900 TRANSFER TO OTHER FUND	0	0	60,000	60,000	0
	OTHER FINANCING SOURCES	0	0	60,000	60,000	0
	TOTAL FUND EXPENSES	0	0	60,000	60,000	0
	ENDING FUND BALANCE	60,000	60,000	0	0	0



GRANT MATCH RESERVE FUND

CITY OF SOUTH MIAMI FUND 151

These funds would be restricted to uses related to grant match reserve funding, which will be adequately projected based on realistic grant funding opportunities.

These funds would be set aside as a cash match for extraordinary or unanticipated grant opportunities. It is beneficial in the application process for the City to have funds that are readily identifiable as a cash match.

**GRANT MATCH RESERVE FUND
CITY OF SOUTH MIAMI FUND 151**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 18/19	ACTUAL FY 19/20	BUDGET FY 20/21	ESTIMATE FY 20/21	ADOPTED FY 21/22
	BEGINNING FUND BALANCE	60,000	60,000	60,000	60,000	0
	EXPENSES					
1511410	5819900 TRANSFER TO OTHER FUND	0	0	60,000	60,000	0
	OTHER FINANCING SOURCES	0	0	60,000	60,000	0
	TOTAL FUND EXPENSES	0	0	60,000	60,000	0
	ENDING FUND BALANCE	60,000	60,000	0	0	0



INSURANCE RESERVE FUND

CITY OF SOUTH MIAMI FUND 152

The Insurance Reserve Fund is intended to fully meet potential insurance claim deductibles.

This reserve would be used in extraordinary or unanticipated circumstances that would require the contribution of insurance deductibles such as a major hurricane.

**INSURANCE RESERVE FUND
CITY OF SOUTH MIAMI FUND 152**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 18/19	ACTUAL FY 19/20	BUDGET FY 20/21	ESTIMATE FY 20/21	ADOPTED FY 21/22
	BEGINNING FUND BALANCE	60,000	60,000	60,000	60,000	0
	EXPENSES					
1521410	5819900 TRANSFER TO OTHER FUND	0	0	60,000	60,000	0
	OTHER FINANCING SOURCES	0	0	60,000	60,000	0
	TOTAL FUND EXPENSES	0	0	60,000	60,000	0
	ENDING FUND BALANCE	60,000	60,000	0	0	0



TAX EQUALIZATION RESERVE FUND

CITY OF SOUTH MIAMI FUND 153

Non-property tax revenue is a major portion of the City’s revenue base. The targeted amount should equal at a minimum, 20% of budgeted non-property tax revenues.

These funds can bridge the gap between the state’s fiscal year end and the City’s fiscal year end (3-month gap) in the event of significant state budget reduction.

TAX EQUALIZATION RESERVE FUND

CITY OF SOUTH MIAMI FUND 153

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 18/19	ACTUAL FY 19/20	BUDGET FY 20/21	ESTIMATE FY 20/21	ADOPTED FY 21/22
	BEGINNING FUND BALANCE	60,000	60,000	60,000	60,000	0
	EXPENSES					
1531410	5819120 TRANSFER TO GEN FUND	0	0	0	0	0
1531410	5819900 TRANSFER TO OTHER FUND	0	0	60,000	60,000	0
	OTHER FINANCING SOURCES	0	0	60,000	60,000	0
	TOTAL FUND EXPENSES	0	0	60,000	60,000	0
	ENDING FUND BALANCE	60,000	60,000	0	0	0



BUILDING CAPITAL RESERVE FUND

CITY OF SOUTH MIAMI FUND 154

The reserve target amount is based on yearly estimates to make necessary unscheduled and anticipated repairs, and other operational issues relating to the City's properties.

These funds are to be used specifically to address building hardening and security, and to fund unscheduled and anticipated repairs, and other operational issues relating to the City's properties.

BUILDING CAPITAL RESERVE FUND

CITY OF SOUTH MIAMI FUND 154

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 18/19	ACTUAL FY 19/20	BUDGET FY 20/21	ESTIMATE FY 20/21	ADOPTED FY 21/22
	BEGINNING FUND BALANCE	60,000	60,000	60,000	60,000	0
	EXPENSES					
1541410	5819900 TRANSFER TO OTHER FUND	0	0	60,000	60,000	0
	OTHER FINANCING SOURCES	0	0	60,000	60,000	0
	TOTAL FUND EXPENSES	0	0	60,000	60,000	0
	ENDING FUND BALANCE	60,000	60,000	0	0	0



CITY PARKS ACQUISITION DEVELOPMENT OPERATIONS AND MAINT FUND

CITY OF SOUTH MIAMI FUND 155

The Fund was created per adopted Ordinance 19-15-2226 for the purposes of acquiring, developing, operating and maintaining City parks. Funding Sources related to this fund will include City budgeted funds as well as federal, state, county and private funding, including the Trust for Public Lands and other similar sources.

Any monies deposited into the Fund and their interest or investment earnings shall be applied to the following four major categories:

- 1) Acquisition;
- 2) Development; and
- 3) Improvement.

Each year as part of the City's annual budget process, the Director of Parks and Recreation shall submit a proposed spending plan, including the scope of each anticipated project and allocating expected new revenues and interest or investment earnings among the categories, subcategories, and projects for the coming year.

Each proposed project will be included in the City's Capital Improvement Program, unless subsequently added to this program by the Commission in compliance with this Section. The proposed scopes of projects will include recommendations by the Department of Parks and Recreation through a community process involving the Parks and Recreation Board.

The Acquisition Fund will be used to pay for aspects of projects, that may potentially be acquired (including surveys and appraisals) and for the acquisitions themselves. In making its recommendations, through the Parks Director and the City Manager, regarding the funding of the Acquisition Fund projects, the Parks and Recreation Board will consider multiple criteria.



**CITY PARKS ACQUISITION DEVELOPMENT OPERATIONS & MAINTENANCE FUND
CITY OF SOUTH MIAMI FUND 155**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 18/19	ACTUAL FY 19/20	BUDGET FY 20/21	ESTIMATE FY 20/21	ADOPTED FY 21/22
	BEGINNING FUND BALANCE	310,000	0	0	0	0
	EXPENSES					
1552000	5726110 LAND ACQUISITION	310,000	0	0	0	0
	OTHER FINANCING SOURCES	310,000	0	0	0	0
	TOTAL FUND EXPENSES	310,000	0	0	0	0
	ENDING FUND BALANCE	0	0	0	0	0



PEDESTRIAN CROSSING ACQUISITION DEVELOPMENT AND MAINTENANCE TRUST FUND

CITY OF SOUTH MIAMI FUND 156

As adopted via Ordinance 13-18-2302, any monies deposited into the fund and their interest or investment earnings shall be applied as follows:

- a) Categories, subcategories and projects: The Fund has three (3) major categories:
 - 1) Acquisition;
 - 2) Development; and
 - 3) Improvement.

Each year as part of the City's annual budget process, the City Manager shall submit a proposed spending plan for the Fund, including the scope of each anticipated project and allocating expected new revenues and interest or investment earnings among the categories, subcategories, and projects for the coming year. Over the term of the program, funding and expenditures will be consistent with this section, unless the City Commission by supermajority (4/5) vote determines otherwise.

- b) Each proposed project of this Fund will be included in the City's Capital Improvement Program, unless subsequently added to this program by the Commission in compliance with this Section. The proposed scopes of projects will include recommendations by the applicable City Departments.
- c) The acquisition category will be used to pay for acquisition projects. In making recommendations regarding the funding of the acquisition fund projects, the City Manager will consider the following criteria:
 - i) Has the project been subject to a public review process or is it consistent with approved plans, such as a neighborhood plan or a sea level rise or watershed plan?
 - ii) Does the project address deficiency or underserved communities?
 - iii) Is the project in an area experiencing growth?
 - iv) Does the project address an immediate health or safety problem, or take advantage of an opportunity that will be lost unless action is taken?
 - v) Does the project contribute to solving major challenges facing our community?



- vi) Does the project have the potential to leverage other resources through the actions of other public agencies, funding from public, private or philanthropic partners, and/or in-kind contributions of time and energy from citizen volunteers?
 - vii) Does the project result in significantly lower operating costs for the City?
 - viii) Does the project demonstrate new and creative methods to meet the community's needs?
 - ix) Does the project demonstrate a high degree of neighborhood involvement and support?
- d) Funds unexpended at the end of any budget year and any unallocated funding shall automatically be carried over within the Fund to the next budget year.

**PEDESTRIAN CROSSING ACQUISITION, DEVELOPMENT, OPERATION, & MAINT TRUST FUND
CITY OF SOUTH MIAMI FUND 156**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 18/19	ACTUAL FY 19/20	BUDGET FY 20/21	ESTIMATE FY 20/21	ADOPTED FY 21/22
	BEGINNING FUND BALANCE	0	0	0	0	0
	REVENUES					
1560000	3811000 INTERFUND TRANSF IN	0	0	433,000	433,000	0
	TOTAL REVENUE	0	0	433,000	433,000	0
	EXPENSES					
1561790	5193450 CONTRACTUAL SRVCS	0	0	433,000	433,000	0
	OTHER FINANCING SOURCES	0	0	433,000	433,000	0
	TOTAL FUND EXPENSES	0	0	433,000	433,000	0
	ENDING FUND BALANCE	0	0	0	0	0



POLICE HEADQUARTERS AND EMERGENCY OPERATIONS CENTER FUND

CITY OF SOUTH MIAMI FUND 157

The Police Headquarters and Emergency Operations Fund is intended for funds designated for the design and construction of the new police station to be located at the City's Old Inspection Site, 5890 SW 69th Street.

POLICE HEADQUARTERS AND EMERGENCY OPERATIONS CENTER FUND

CITY OF SOUTH MIAMI FUND 157

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 18/19	ACTUAL FY 19/20	BUDGET FY 20/21	ESTIMATE FY 20/21	ADOPTED FY 21/22
	BEGINNING FUND BALANCE	0	0	0	0	0
	REVENUES					
1570000	3811000 INTERFUND TRANSFERS IN	0	0	0	0	1,910,146
	TOTAL REVENUE	0	0	0	0	1,910,146
	EXPENSES					
1571790	5193450 CONTRACTUAL SERVICES	0	0	0	0	650,000
	OTHER FINANCING SOURCES	0	0	0	0	650,000
	TOTAL FUND EXPENSES	0	0	0	0	650,000
	ENDING FUND BALANCE	0	0	0	0	1,260,146



OTHER FUNDS

DEBT SERVICE FUND

CAPITAL IMPROVEMENT PROGRAM FUND

EMERGENCY RESERVE FUND

STATE FORFEITURE FUND

FEDERAL FORFEITURE FUND



DEBT SERVICE FUND

CITY OF SOUTH MIAMI FUND 201

The Debt Service Fund has been established in an effort to make more transparent the City's current Long-Term Liability. Currently the City has two long-term bank debts.

2020 Refinancing – Chase Bank: In September 2020, the City issued a \$ 4,988,000 Capital Improvement Revenue Refunding Note, Series 2020, to refund \$ 1,145,000 and \$ 3,714,000 of the then remaining balance of Florida Municipal Loan Program Bonds, a subsidiary of Florida League of Cities, Series 2006 and Refunding Revenue Note, Series 2015 with Branch Banking & Trust Company (BB&T), respectively. Annual principal and interest payments are due through April 2032 at a fixed rate of 1.327%; secured by a pledge of all non-ad valorem revenues of the City. The refunding provided a present value savings of approximately \$550,000 of the principal amounts refunded. The 2020 Series Note is scheduled to mature in 2032.

2011 Refinancing - SunTrust Bank: On August 16, 2011, the City of South Miami agreed to issue a loan with SunTrust Bank which in furtherance of the Settlement Agreement with the IRS, the City issued a Taxable Revenue Note, Series 2011. This note was made to provide funds to finance, on a taxable basis, (i) the prepayment of the FMLC 2002A and 2006 revenue bonds, (ii) the payment of the settlement amount owed to the IRS pursuant to the Settlement Agreement relating to the Municipal Parking Garage, and costs related thereto, and (iii) the payment of costs of issuance of the Series 2011 Note for a total \$ 7.575 million. The new 2011 SunTrust Loan was issued at a fixed interest rate of 4.55% and matures on October 1, 2026.



SUNTRUST LOAN 2011
Capital Improvement Refunding Revenue Bonds, Series 2011
Partial Refunding of Series 2002A & 2006
Refunding of all Series 2009
15-Year Term Loan
\$7,575,000

SUNTRUST LOAN 2011					
FY	DATE	PRINCIPAL	INTEREST	TOTAL	BALANCE
2012	10/1/2011	0	43,083	43,083	7,575,000
	4/1/2012	0	175,203	175,203	7,575,000
2013	10/1/2012	365,000	175,203	540,203	7,210,000
	4/1/2013	0	165,850	165,850	7,210,000
2014	10/1/2013	385,000	166,761	551,761	6,825,000
	4/1/2014	0	156,994	156,994	6,825,000
2015	10/1/2014	400,000	157,857	557,857	6,425,000
	4/1/2015	0	147,793	147,793	6,425,000
2016	10/1/2015	410,000	148,605	558,605	6,015,000
	4/1/2016	0	139,122	139,122	6,015,000
2017	10/1/2016	435,000	139,122	574,122	5,580,000
	4/1/2017	0	128,356	128,356	5,580,000
2018	10/1/2017	450,000	129,061	579,061	5,130,000
	4/1/2018	0	118,004	118,004	5,130,000
2019	10/1/2018	480,000	118,653	598,653	4,650,000
	4/1/2019	0	106,963	106,963	4,650,000
2020	10/1/2019	495,000	107,551	602,551	4,155,000
	4/1/2020	0	96,102	96,102	4,155,000
2021	10/1/2020	520,000	96,102	616,102	3,635,000
	4/1/2021	0	83,615	83,615	3,635,000
2022	10/1/2021	540,000	84,075	624,075	3,095,000
	4/1/2022	0	71,194	71,194	3,095,000
2023	10/1/2022	565,000	71,585	636,585	2,530,000
	4/1/2023	0	58,197	58,197	2,530,000
2024	10/1/2023	590,000	58,517	648,517	1,940,000
	4/1/2024	0	44,871	44,871	1,940,000
2025	10/1/2024	620,000	44,871	664,871	1,320,000
	4/1/2025	0	30,364	30,364	1,320,000
2026	10/1/2025	645,000	30,531	675,531	675,000
	4/1/2026	0	15,527	15,527	675,000
2027	10/1/2026	675,000	15,612	690,612	0
	TOTAL	7,575,000	3,125,339	10,700,339	



CHASE LOAN 2020
Capital Improvement Revenue Refunding Note, Series 2020
Partial Refunding of Series 2006
Refunding of all Series 2015
12-Year Term Loan
\$4,988,000

CHASE LOAN 2020					
FY	DATE	PRINCIPAL	INTEREST	TOTAL	BALANCE
2021	10/1/2020				4,988,000
	4/1/2021	264,000	35,853	299,853	4,724,000
2022	10/1/2021	-	31,344	31,344	4,724,000
	4/1/2022	292,000	31,344	323,344	4,432,000
2023	10/1/2022	-	29,406	29,406	4,432,000
	4/1/2023	296,000	29,406	325,406	4,136,000
2024	10/1/2023	-	27,442	27,442	4,136,000
	4/1/2024	301,000	27,442	328,442	3,835,000
2025	10/1/2024	-	25,445	25,445	3,835,000
	4/1/2025	303,000	25,445	328,445	3,532,000
2026	10/1/2025	-	23,435	23,435	3,532,000
	4/1/2026	312,000	23,435	335,435	3,220,000
2027	10/1/2026	-	21,365	21,365	3,220,000
	4/1/2027	316,000	21,365	337,365	2,904,000
2028	10/1/2027	-	19,268	19,268	2,904,000
	4/1/2028	566,000	19,268	585,268	2,338,000
2029	10/1/2028	-	15,513	15,513	2,338,000
	4/1/2029	573,000	15,513	588,513	1,765,000
2030	10/1/2029	-	11,711	11,711	1,765,000
	4/1/2030	581,000	11,711	592,711	1,184,000
2031	10/1/2030	-	7,856	7,856	1,184,000
	4/1/2031	588,000	7,856	595,856	596,000
2032	10/1/2031	-	3,954	3,954	596,000
	4/1/2032	596,000	3,954	599,954	-
TOTAL		4,988,000	469,331	5,457,331	



DEBT FUND SCHEDULE FISCAL YEAR 2022						
	BALANCE	PRINCIPAL	INTEREST	FEES	PAYMENT	BALANCE
SunTrust 2011 Loan Refinance South Miami Parking Garage	\$3,635,000	\$540,000	\$155,268	\$0	\$695,268	\$3,095,000
Chase Loan Series 2020	\$4,724,000	\$292,000	\$62,688	\$0	\$354,688	\$4,432,000
TOTAL	\$8,359,000	\$832,000	\$217,956	\$0	\$1,049,956	\$7,527,000

**DEBT SERVICE FUND
CITY OF SOUTH MIAMI FUND 201**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 18/19	ACTUAL FY 19/20	ADOPTED FY 20/21	ESTIMATE FY 20/21	ADOPTED FY 21/22
	BEGINNING FUND BALANCE	2,053	11,316	21,612	21,612	189,387
	REVENUES					
2010000	3612000 INTEREST INCOME	3,287	2,828	2,000	2,000	2,000
2010000	3669000 S. HOSP FOUNDATION	145,188	141,421	142,663	142,663	143,661
2010000	3699201 MISC OTHERS	0	-65	0	0	0
2010000	3669300 RICHMAN PROP LN PMT	703,409	639,772	637,394	637,394	642,594
2010000	3811100 TRANSFER IN FROM GF	329,345	391,070	389,289	389,289	74,314
2010000	3841100 DEBT REV	0	4,988,000	0	0	0
	TOTAL REVENUE	1,181,229	6,163,026	1,171,345	1,171,345	862,569
	EXPENDITURES					
2011410	5197110 DEBT PRINCIPLE	774,000	5,658,000	829,000	784,000	832,000
2011410	5197210 DEBT INTEREST	395,588	430,639	338,345	215,570	217,956
2011410	5197310 DEBT OTHER COST	2,379	64,091	4,000	4,000	2,000
	TOTAL DEBT SERVICE	1,171,966	6,152,730	1,171,345	1,003,570	1,051,956
	ENDING FUND BALANCE	11,316	21,612	21,612	189,387	0



CAPITAL IMPROVEMENT PROGRAM FUND

CITY OF SOUTH MIAMI FUND 301

Mission and Responsibilities:

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

The Capital Improvement Fund finances the General Government's Capital Improvement Projects (CIP) as outlined and listed in the City's Five-Year Financial Forecast for the years 2015-2019 as listed in the Capital Improvement Program of this document. The City generally defines a Capital Improvement Project (CIP) to be any project, which possesses the following characteristics:

1. Exceeds an estimated cost of \$5,000
2. Has an estimated useful life of 3 years or more

The CIP Fund receives transfers from the General Fund based on the long-term capital budget needs of the various City Departments and the Recreation programs. Revenues may also include transfers from other financial sources and investment interest. For years prior to FY 2012, the City would incorporate into the Departmental budget expenses related to Capital Improvements for various General Government Programs. For years 2012 and forward, general fund CIP expenditures are made directly from the CIP fund, providing more clarity to the budgeting process.



**CAPITAL IMPROVEMENT PROGRAM FUND
CITY OF SOUTH MIAMI FUND 301**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 18/19	ACTUAL FY 19/20	BUDGET FY 20/21	ESTIMATE FY 20/21	ADOPTED FY 21/22
	BEGINNING FUND BALANCE	2,290,777	1,043,597	1,451,601	1,451,601	1,067,453
	REVENUES					
3010000	3811000 TRANSF FROM GENERAL FUND	1,319,392	1,991,971	1,570,820	1,570,820	2,565,547
	TOTAL REVENUE	1,319,392	1,991,971	1,570,820	1,570,820	2,565,547
	EXPENSES					
3011340	5136430 OPERATING EQUIPMENT	139,859	80,186	0	0	0
3011410	5136430 FINANCE EQUIPMENT	13,706	41,446	0	0	0
3011720	5346440 SOLID WASTE VEHICLES	268,343	181,715	120,000	120,000	0
3011730	5416450 CAPITAL IMPROVEMENT	16,907	23,077	50,000	50,000	50,000
3011790	5196450 CAPITAL IMPROVEMENT	638,772	211,233	845,000	794,037	1,275,000
3011910	5216440 POLICE VEHICLES	129,739	440,074	245,000	245,000	310,000
3011910	5216450 CAPITAL IMPROVEMENT	6,736	0	0	0	0
3012000	5726440 PARKS VEHICLES	50,180	0	0	0	55,000
3012000	5726450 PARKS & REC IMPROVEMENT	1,263,142	474,308	905,000	745,931	1,943,000
3012010	5726450 CAPITAL IMPROVEMENT	0	0	0	0	0
3012020	5726450 CAPITAL IMPROVEMENT	39,188	130,683	0	0	0
3012030	5726450 CAPITAL IMPROVEMENT	0	0	0	0	0
	TOTAL CAPITAL EXPENSES	2,566,572	1,582,722	2,165,000	1,954,968	3,633,000
3011310	5139920 GENERAL CONTINGENCY	0	1,245	0	0	0
	OTHER FUNDING SOURCES	0	1,245	0	0	0
	TOTAL FUND EXPENSES	2,566,572	1,583,967	2,165,000	1,954,968	3,633,000
	ENDING FUND BALANCE	1,043,597	1,451,601	857,421	1,067,453	0



301-1730-541-6450	Holiday Lighting	50,000
	TOTAL	50,000
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301-1790-519-6450	Girl Scout Fence and Invasive Removal & Parking Lot	100,000
	Downtown Furniture (Benches, Trash Cans, etc.)	100,000
	Underline Bicycle Path Beautification	100,000
	Alleyway Paving Behind SW 62 Avenue From SW 64 TO SW 68 Street	200,000
	Downtown Improvements - Sunset Drive between US-1 and SW 57th Avenue	500,000
	Dante Fascell Art in the Park - Sculptures	100,000
	Pedestrian Bridge Study Over US-1 between SW 57th Avenue & SW 72 Street Feasibility Study	175,000
	TOTAL	1,275,000
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301-1910-521-6440	Police Vehicles and Equipment	310,000
	TOTAL	310,000
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301-2000-572-6440	Passenger Van for Parks & Recreation & Vehicle Wrap	35,000
	Tractor Vehicle for Parks & Recreation	20,000
	TOTAL	55,000
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301- 2000-572-6450	Citywide Parks Improvement - Miscellaneous	50,000
	Citywide Parks Master Plan - Improvements	50,000
	Citywide ADA Transition Plan - Improvements	50,000
	All America: Natural Play Elements	25,000
	Brewer Park: New Restroom Study & Design	75,000
	Dog Park: K9 Artificial Turf	85,000
	Fuchs Park: New Pathway Lighting	100,000
	Fuchs Park: Tree Mitigation Project	35,000
	South Miami Park Playground & Fitness Outdoor Equipment	278,000
	VM Robert C. Welsh Jr. Park Improvements - Construction	250,000
	Palmer Park: Laser-Grade Fields	35,000
	South Miami Park New Artificial Turf Field(s) and Sport Field Lighting (Study & Design)	80,000
	South Miami Park: Restroom with Concession Stand Building (Construction)	750,000
	New Pocket Park at SW 50th Street and 63rd Avenue	75,000
	Miscellaneous Park Furniture	5,000
	TOTAL	1,943,000
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	GRAND TOTAL	3,633,000
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EMERGENCY RESERVE FUND
CITY OF SOUTH MIAMI FUND 051

When the City's Comprehensive Financial Report was issued for FY 1994/95, the Auditors, Sharpton, Brunson and Company recommended the creation of a Contingency Reserves Fund to be funded from the cash carryover balance in the General Fund. 72nd

The City Administration reviewed the Auditor's recommendation and considered it to be feasible and beneficial to the City's financial stability; and the Contingency Reserves Fund was created by Resolution No. 7796-9831 with a balance of \$1,000,000 to be maintained at all times.

The City Administration adopted a policy that would restrict the use of this fund to catastrophes and other unscheduled emergencies; and on September 2nd, 2001 the City Commission changed the policy via Resolution No. 145-01-11293 to provide for a Contingency Reserves Fund of no less than 10% of the budget.

On July 29, 2008 the City of South Miami established Article V Section 2-47 entitled "Emergency Reserve Fund" under City Code of Ordinances 23-08-1958 as part of a Cash Management Policy requiring the City to maintain Emergency Reserves Funds no less than 10% of the budget. Since then, City Manager strongly recommended, and the 2014 Commission funded, the full amount recommended by Government Financial Officers Association (GFOA) of 25%; 12.5% for budget uncertainties and 12.5% for emergency response.



**EMERGENCY RESERVE FUND
CITY OF SOUTH MIAMI FUND 051**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 18/19	ACTUAL FY 19/20	BUDGET FY 20/21	ESTIMATE FY 20/21	ADOPTED FY 21/22
BEGINNING FUND BALANCE		3,461,905	4,090,283	6,146,536	6,146,536	6,254,074
REVENUES						
0510000	3320000 OTHER FED ASSIST-CARES ACT	0	31,686	0	45,000	0
0510000	3694605 FEMA HURICANE IRMA REIMB	170,838	2,069,022	0	58,650	0
0510000	3811000 TRANSFER FROM GEN FUND	222,800	0	0	0	0
0510000	3612000 INTEREST INCOME	39,702	49,423	36,000	66,000	60,000
0510000	3699201 MISCELLANEOUS OTHERS	195,224	0	0	0	0
TOTAL REVENUE		628,564	2,150,131	36,000	169,650	60,000
EXPENSES						
0511310	5133450 CONTRACTUAL SERVICES	0	14,267	0	5,695	0
0511310	5135210 SUPPLIES	0	2,047	0	28,960	0
0511320	5135210 SUPPLIES	0	703	0	0	0
0511340	5133450 CONTRACTUAL SERVICES	0	162	0	0	0
0511340	5134632 INTERNET SERVICE	0	2,103	0	0	0
0511340	5135205 COMPUTER EQUIPMENT	0	600	0	8,209	0
0511340	5135210 SUPPLIES	0	443	0	0	0
0511410	5135210 SUPPLIES	0	5,970	0	0	0
0511750	5193450 CONTRACTUAL SERVICES	0	1,383	0	0	0
0511750	5195210 SUPPLIES	0	889	0	0	0
0511910	5211210 REGULAR	0	0	0	19,505	0
0511910	5215210 SUPPLIES	186	42,853	0	-257	0
0512000	5723450 CONTRACTUAL SERVICES	0	1,297	0	0	0
0512000	5725210 SUPPLIES	0	3,756	0	0	0
0512000	5725550 SCHOOL PROGRAM	0	332	0	0	0
0512000	5725680 SENIOR CITIZENS PROGRAM	0	15,567	0	0	0
0512020	5725210 SUPPLIES	0	1,506	0	0	0
OTHER FINANCING SOURCES		186	93,878	0	62,112	0
TOTAL FUND EXPENSES		186	93,878	0	62,112	0
ENDING FUND BALANCE		4,090,283	6,146,536	6,182,536	6,254,074	6,314,074



STATE FORFEITURE FUND

CITY OF SOUTH MIAMI FUND 608

The State Forfeiture Fund manages funds collected through the Florida Contraband Forfeiture Act. Florida Statute 932.701 through 932.707 authorizes municipalities to seize assets, including cash, personal property and real property used in violation of the Florida Contraband Forfeiture Act. The funds may be used for educational purposes, Drug Abuse Resistance Education (DARE) programs or the purchase of equipment used in police operations. This fund was established to account for proceeds collected under the provisions of the Florida Contraband Forfeiture Act.

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 18/19	ACTUAL FY 19/20	BUDGET FY 20/21	ESTIMATE FY 20/21	ADOPTED FY 21/22
	BEGINNING FUND BALANCE	68,806	69,636	40,221	40,221	40,921
	REVENUES					
6080000	3612000 INTEREST INCOME	830	585	700	700	700
	TOTAL REVENUE	830	585	700	700	700
	EXPENSES					
6081910	5215210 INVESTIGATIVE INITIATIVES	0	30,000	30,000	0	30,000
	TOTAL EXPENSES	0	30,000	30,000	0	30,000
	ENDING FUND BALANCE	69,636	40,221	10,921	40,921	11,621



FEDERAL FORFEITURE FUND

CITY OF SOUTH MIAMI FUND 615

BACKGROUND

The Department of Justice Asset Forfeiture Program (the Program) is a nationwide law enforcement initiative that removes the tools of crime from criminal organizations, deprives wrongdoers of the proceeds of their crimes, recovers property that may be used to compensate victims, and deters crime. The most important objective of the Program is law enforcement. Equitable sharing further enhances this law enforcement objective by fostering cooperation among federal, state, and local law enforcement agencies. The Attorney General shall assure that any property transferred to a State or local law enforcement agency:

- A. has a value that bears a reasonable relationship to the degree of direct participation of the State or local agency in the law enforcement effort resulting in the forfeiture, taking into account the total value of all property forfeited and the total law enforcement effort as a whole; and with respect to the violation of law on which the forfeiture is based; and
- B. will serve to encourage further cooperation between the recipient State or local agency and Federal law enforcement agencies

The Forfeiture funds obtained from the Federal Government are limited in its use. Sharing must be used to increase or supplement the resources of the receiving state or local law enforcement agency or any other ultimate recipient agency. Shared resources shall not be used to replace or supplant the appropriated resources of the recipient but may include these permissible uses:

- Law enforcement investigation
- Law enforcement training and transfers to other law enforcement agencies
- Law enforcement and detention facilities
- Law enforcement equipment
- Law enforcement travel and transportation
- Law enforcement awards and memorials
- Drug and gang education and awareness programs
- Pro rata funding and Language assistance services
- Asset accounting and tracking and Support of community-based programs



**FEDERAL FORFEITURE FUND
CITY OF SOUTH MIAMI FUND 615**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 18/19	ACTUAL FY 19/20	BUDGET FY 20/21	ESTIMATE FY 20/21	ADOPTED FY 21/22
	BEGINNING FUND BALANCE	1,552,444	1,483,505	1,279,666	1,279,666	1,025,619
	REVENUES					
6150000	3511000 INTERGOVERNMENTAL REVENUES	0	0	0	3,941	0
6150000	3612000 INTEREST INCOME	18,856	16,427	16,000	15,144	15,000
6150000	3699200 OTHER MISC REVENUES	33,034	4,601	30,000	0	0
	TOTAL REVENUE	51,890	21,028	46,000	19,085	15,000
	EXPENSES					
6151910	5213450 CONTRACTUAL SERVICES	75,128	104,877	237,278	232,132	157,278
6151910	5214070 TRAVEL & PER DIEM	1,757	11,956	30,000	0	30,000
6151910	5214450 LEASE PURCHASE-POL VEHICLE	18,550	19,899	50,000	35,000	50,000
6151910	5215205 COMPUTER EQUIPMENT	25,324	11,681	6,000	6,000	84,000
6151910	5215210 SUPPLIES	70	19,262	0	0	0
6151910	5215220 UNIFORMS	0	0	32,000	0	32,000
	TOTAL OPERATING EXPENSES	120,829	167,675	355,278	273,132	353,278
6151910	5216440 INFRASTRUCTURE	0	57,192	0	0	0
	TOTAL CAPITAL OUTLAY	0	57,192	0	0	0
6151910	5819900 TRANSFER TO OTHER FUND	0	0	0	0	410,146
	TOTAL TRANSFERS OUT	0	0	0	0	410,146
	TOTAL EXPENSE	120,829	224,867	355,278	273,132	763,424
	ENDING FUND BALANCE	1,483,505	1,279,666	970,388	1,025,619	277,195



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 CALEA. Commission Accreditation of Law Enforcement Agencies.

Capital Improvement Program. A projection of capital (long-lived and significant) expenditures over the coming five years. The method of financing is also indicated.

Capital Improvement Fund. An account used to segregate a portion of the government's equity to be used for future capital program expenditures. The amount of capital reserve is roughly equal to the government's annual equipment depreciation and an amount identified as being needed for future capital acquisition.

Capital Outlay. Fixed assets, which have a value of \$1,000 or more and have a useful economic lifetime of more than one year; or assets of any value if the nature of the item is such that it must be controlled for custody purposes as a fixed asset.



Capital Project. Major construction, acquisition, or renovation activities, which add value to a government's physical assets or significantly increase their useful life. Also called capital improvement.

Capital Projects Budget. A fiscal year budget for capital expenditures, i.e. items or projects of significant value with a probable life of one or more years, and the means of financing them.

CIT. Crisis Intervention Training.

CITT. Citizen's Independent Transportation Trust.

Consumer Price Index (CPI). A statistical description of price levels provided by the U.S. Department of Labor. The index is used as a measure of the increase in the cost of living (i.e., economic inflation).

Contingency Account. An appropriation of money set aside for unexpected expenses. The amount needed is transferred by City Commission action to supplement the appropriate expenditure account.

Contractual Services. Services rendered to a government by private firms, individuals, or other governmental agencies. Examples include utilities, rent, maintenance agreements, and professional consulting services.

County Wide Service Area. As the area wide government, Miami-Dade County has the responsibility to provide certain services to all residents. The countywide services include: public health care, sheriff, jails, courts, mass transportation, environmental protection, certain parks and public works activities, elections, tax collection, property appraisal and social service programs. The revenue to pay for countywide services comes from property and gas taxes, licenses, charges for services, intergovernmental aid, fines and forfeitures, transfers and interest earnings.

CP. Capital Projects.

- D** Debt Service Fund. Fund used to account for the accumulation of resources for and payment of general long term debt principal, interest, and related costs. The payment of principal and interest on borrowed funds.

Department. A major administrative division of the City, which indicates overall management responsibility for an operation or a group of related operations within a functional area. A Department usually has more than one program and may have



more than one fund.

Disbursement. The expenditure of monies from an account.

Distinguished Budget Presentation Awards Program. A voluntary award program administered by the Government Finance Officers Association to encourage governments to prepare effective budget documents.

E EAR. Evaluation and Appraisal Report.

Employee (or Fringe) Benefits. Contributions made by a government to meet commitments or obligations for employee fringe benefits. Included are the government's share of costs for Social Security and the deferred compensation, medical, and life insurance plans.

Encumbrance. Commitments of funds for contracts and services to be performed. When encumbrances are recorded, available appropriations are correspondingly reduced.

Enterprise Fund. Funds established to account for operations, which are financed and operated in a manner similar to private enterprises. The intent is that the expense of providing services to the public on a continuing basis (including depreciation) be financed or recovered primarily through user fees.

Estimated Revenues. Projections of funds to be received during the fiscal year.

Expenditure. The cost of goods delivered or services provided, including operating expenses, capital outlays, and debt service. Includes such things as paying salaries of police, fire and others, purchasing materials, electricity, water and gas and making long-term debt payments.

F Final Budget. Term used to describe revenues and expenditures for the upcoming year beginning October 1st and ending September 30th.

Financial Policy. A government's policies with respect to revenues, spending, and debt management as these relate to government services, programs and capital investments. Fiscal policy provides an agreed-upon set of principles for the planning and programming of government budgets and their funding.

Fiscal Year. The 12-month period to which the annual budget applies. The City's fiscal year begins October 1st and ends on September 30th.



Fixed Assets. Assets of long-term character that are intended to continue to be held or used, such as land, building, machinery, furniture, and other equipment.

Franchise. A special privilege granted by a government permitting the continuing use of public property, such as city streets, and usually involving the elements of monopoly and regulation.

Franchise Fees. Fees levied by the City in return for granting a privilege, which permits the continual use of public property such as city streets, and usually involves the elements of monopoly and regulation.

Fund. An independent fiscal and accounting entity with a self-balancing set of accounts. Funds are established to attain certain objectives or to simply segregate activities. Examples are the Refuse Collection and Recycling Fund and the Stormwater Utility Fund.

Fund Balance. The excess of assets over liabilities for a fund. A negative fund balance is sometimes called a deficit.

- G GAAP.** Generally Accepted Accounting Principles. Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules, and procedures that define accepted accounting principles.

General Fund. The fund that is available for any legal authorized purpose and which is therefore used to account for all revenues and all activities except those required to be accounted for in another fund. Note: The General Fund is used to finance the ordinary operations of a governmental unit. The entity receives revenue from a specific source and spends it on specific activities.

General Ledger. A book, file, or other device, which contains the accounts needed to reflect the financial position and the results of operations of an entity. In double entry bookkeeping, the debits and credits in the general ledger are equal; therefore, the debit balances equal the credit balances.

General Obligation Bonds. Bonds for the payment of which the full faith and credit of the issuing government are pledged. In issuing its general obligation bonds, the City of South Miami pledges to levy whatever property tax is needed to repay the bonds for any particular year. General Obligation Bonds cannot be issued without voter approval and are usually issued with maturities of between 15 and 30 years.

GF. General Fund.



GFOA. Government Finance Officers Association.

Goal. An attainable target for an organization. An organization's vision of the future.

Goals and Objectives. A narrative in each department which establishes a program of non-routine, or especially emphasized, intentions and tasks for each City Department or sub-department during a one-year period. It is not necessarily a fiscal period.

GOB. General Obligation Bond.

Grant. A contribution by one governmental unit to another. The contribution is usually made to aid in the support of a specified function (for example, education), but it is sometimes also for general purposes.

- I Infrastructure. The physical assets of a government (e.g., streets, water, sewer, public buildings and parks).

Inter-fund Transfer. Equity transferred from one fund to another.

Intergovernmental Revenue. Funds received from federal, state, and other local governmental sources in the form of grants and shared revenues.

- L Liabilities. Debts or other legal obligation arising out of transactions in the past, which must be liquidated, renewed, or refunded at some future date. This term does not include encumbrances.

Line Item. A specific item defined by detail in a separate account in the financial records. Revenue and expenditure justifications are reviewed, anticipated and appropriated at this level.

LTG. Long Term Goals.

- M Mil of Tax. A rate of tax equal to \$1 for each \$1,000 of assessed property value. So if your house has a taxable value of \$50,000 and the millage rate is 1, then you would pay \$50 in taxes, and if the millage rate is 10, then you would pay \$500 in taxes.

Millage Rate. One mil equals \$1 of tax for each \$1,000 of property value. The millage rate is the total number of mils of tax assessed against this value.

Modified Accrual Accounting. A basis of accounting in which revenues are recorded when collectable within the current period or soon enough thereafter to be used to



pay liabilities of the current period, and expenditures are recognized when the related liability is incurred.

N Non-Departmental Appropriations (Expenditures). The costs of government services or operations which are not directly attributable to City Departments.

O Objective. A specific measurable and observable activity, which advances the organization toward its goal.

Objects of Expenditure. Expenditure classifications based upon the types or categories of goods and services purchased.

Obligations. Amounts which a government may be legally required to meet out of its resources. They include not only actual liabilities, but also encumbrances not yet paid.

Operating Budget. The City's financial plan which outlines proposed expenditures for the coming fiscal year and estimates the revenues which will be used to finance them.

Operating Revenue. Funds that the government receives as income to pay for ongoing operations. It includes such items as taxes, fees from specific services, interest earning, and grant revenues. Operating revenues are used to pay for day to day services.

Ordinance. A formal legislative enactment by the City Commission of South Miami. A law.

OSHA. Occupation Safety and Health Administration.

P Personal Services. Expenditures for salaries, wages, and related employee benefits.

Policy. A plan, course of action or guiding principle, designed to set parameters for decisions and actions.

Productivity. A measure of the service output of City programs compared to the per unit of resource input invested.

Programs and Objectives. The descriptions of the structure, purposes, activities, tasks and volumes or frequencies of each organizational unit shown in the budget. The



period spans the fiscal year.

Property Tax Rate. A tax based on the value of the property. It is also called an Ad Valorem tax. The tax is determined by multiplying the taxable value of the property by the millage rate. So if your house has a taxable value of \$300,000 and the millage rate is 1, then you would pay \$300 in taxes, and if the millage rate is 10, then you would pay \$3,000 in taxes.

- R Reserve.** An account used either to set aside budgeted revenues that are not required for expenditure in the current budget year or to earmark revenues for a specific future purpose.

Revenue. Money that the City of South Miami receives from a variety of sources such as property taxes, permits and fees, utility and sales taxes, charges for services, grants, franchise fees and license fees that it uses to pay for service delivery and other items.

Risk Management. The identification and control of risk and liabilities incurred by a local government to conserve resources from accidental loss.

Rollback Millage Rate. The millage necessary to raise the same amount of Ad Valorem tax revenue as the previous year, excluding taxes from new construction. It represents the millage rate level for no tax increase.

- S Special Assessment.** A compulsory levy made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties. All tax-exempt property in the affected area will also have to pay the special assessment.

STG. Short Term Goals.

Surplus. The use of the term “surplus” in governmental accounting is generally discouraged because it creates a potential for misleading inference. Undesignated fund balance is used instead. The concept of “net worth” in commercial accounting is comparable to “fund balance” in government accounting. That portion of the fund balance, which is not reserved for specific purposes or obligations is called the undesignated fund balance: it is the true “surplus”.

SW. Stormwater.



T Tax Base. Total assessed valuation of real property within the City.

Tax Levy. The total amount to be raised by general property taxes for purposes specified in the Tax Levy Ordinance.

Tax Rate. The amount of tax levied for each \$1,000 of assessed valuation.

Taxing Limit. The maximum rate at which the City may levy a tax, which for Florida municipalities is 10 mills, 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.



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