



Capital and Operating Budget  
Fiscal Year 2023-2024  
Ordinance No. 15-23-2466



**COMMISSION – MANAGER FORM OF GOVERNMENT**

**LIST OF PRINCIPAL OFFICIALS**

**ELECTED OFFICIALS**



Mayor  
Javier Fernandez



Vice Mayor  
Lisa Bonich



Commissioner  
Steve Calle



Commissioner  
Josh Liebman



Commissioner  
Brian Corey

**CHARTERED OFFICIALS**



City Clerk  
Nkenga Payne, CMC



City Manager  
Genaro "Chip" Iglesias



City Attorneys  
Anthony L. Recio & Lillian M. Arango  
Weiss Serota Helfman Cole & Bierman



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of South Miami  
Florida**

For the Fiscal Year Beginning

**October 01, 2022**

*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, 2022**. To receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

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



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## ACKNOWLEDGMENT

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

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

### **Budget and Finance Committee Members**

Alexander Almazan  
Melissa Lesniak  
Jay Miller  
Justin Puente  
Chanse Rivera

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

Alfredo Riverol, Chief Financial Officer  
Jaclyn Barzola, Chief Administrative Officer  
Raciel Martin, Senior Accountant  
Elaine Alvarez, Accounts Payable Technician  
Anthony Hernandez, Accounts Receivable Technician

### **MANAGEMENT TEAM**

DEPUTY CITY MANAGER  
Samantha Fraga-Lopez, Esq. (2020)

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

PLANNING AND ZONING DIRECTOR  
Hank Flores (2022)

DIRECTOR OF PARKS, RECREATION, & CULTURE  
Quentin Pough, CPRP (2015)

BUILDING DIRECTOR  
Andres Figueroa (2020)

POLICE CHIEF  
Vacant



## GUIDE FOR READERS

The Fiscal Year 2023-2024 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, 2023 through September 30, 2024. 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 2024 through 2028 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

September 5, 2023

Honorable Mayor Fernandez  
Vice Mayor Bonich and Commissioners Calle, Corey, and Liebman  
Citizens of the City of South Miami

### **ADOPTED CAPITAL AND OPERATING BUDGET FOR FISCAL YEAR 2023-2024**



Dear Mayor, Vice Mayor, Commissioners, and Citizens:

In accordance with Article IV, Section 2 of the City Charter, I respectfully submit to you the Proposed FY 2023-24 Operating and Capital Budget for the fiscal year beginning October 1, 2023, and ending September 30, 2024. The Proposed FY 2023-24 Budget was prepared with a millage rate of 3.9999. The purpose of this letter is to provide the Commission with an overview of the budget for Fiscal Year 2023-24.

### **BUDGET PREPARATION**

The adopted budget provides a continuation of the core FY 2022-23 budget as the base for the budget for FY 2023-24 and the following budget indicates existing and new funding levels and priorities.

The FY 2023-24 Budget as presented here is based on the TRIM advertised millage rate of 3.9999.

The Certification of Taxable Value for FY 2023-24 was released by the County on July 1<sup>st</sup> and was approximately 10.72% higher than the prior year.

### **SIGNIFICANT EVENTS THIS FISCAL YEAR**

For fiscal year 2023, the City Commission voted to decrease the property tax millage rate by 7% from the previously adopted 2022 fiscal year millage rate.

The City received an unmodified opinion, for FY 2022 presented Financial Statements, which is expressed when the auditor concludes that the financial statements are presented fairly, in all material respects, in accordance with the applicable financial reporting framework from the City's independent accounting firm. This type of opinion is what an entity strives for when obtaining the audit.



The City was appropriated \$1.8 for a portion of Area K, septic to sewer project through the 2023 Florida legislative session. The City is moving forward aggressively to finalize the design and begin the solicitation process for the construction of the new sewer line. This new sewer will allow the proposed Dante Fascell Park Building, which is anticipated to begin construction sometime this calendar year, to connect to the sewer system and abandon the septic system which exists in an extremely low-lying area.

The City's Finance Department has implemented the convenience of online payment options. City Residents and businesses can now pay for solid waste charges, local background checks, residential parking permits, police extra duty services, and lien search requests online, eliminating the need for them to visit City Hall. Online payment options are also available to renew local business tax, permitting, and security alarm registration and fees. Online Payment is a free, easy, convenient, and secure method for paying for City services.

The Planning and Zoning Department continued work that led to an improvement in the City's score in the Community Rating System program which will result in significant savings for property owners on their insurance premiums. The Department also revisited the proposed annexation of properties adjacent to Fuchs Park. Staff has also been coordinating with a contracted consultant on Large Scale Developments requiring Special Exceptions as well as with The Corradino Group – Planning Consultants, on the completion of a Study of the Hometown District Overlay, concentrating on the commercial zoning districts to propose changes that will make them compatible with the community's vision and enhance the economy.

The South Miami Police Department (SMPD) continues to work in partnership with both community groups and organizations to ensure and enhance public safety in our city. The SMPD is living up to the Mission Statement in 2023 which states, "To deliver professional police service in partnership with the people we serve, in order to provide a safe and secure environment for all." The SMPD was there, will always be here on the frontline increasing safety for our residents, officers, and visitors, and always will be whether we face a pandemic, a hurricane or anything else affecting our great city.

The SMPD continues to have an approximate five percent decrease in overall crimes year to year.

One of our ongoing issues based on citizen complaints and our observations in the city is that of traffic, mostly due to congestion due to our geographic location. Whether speeding motorists cutting through neighborhoods to avert traffic jams, or speeders in school zones we have a mandate that all officers must conduct traffic enforcement during their tour of duty.

The SMPD Homeless Outreach Unit continued to assist the homeless through different agencies obtaining beds and other assistance.



SMPD created and awarded the Dan Schulz Memorial academic scholarship to a local youth attending college this past fall. SMPD also continues mentoring dozens of South Miami youth, through our Police Athletic League and Community Policing programs.

SMPD upgraded their technology by outfitting all our patrol officers with the latest Body Worn Cameras (BWC). Furthermore, the officers were upgraded with less lethal weapons such as the Current Emitting Weapon (CEW), which are integrated with their BWCs.

In 2014, the SMPD we received for the first time in our history accreditation status by the Commission on Florida Law Enforcement Accreditation (CFA), and we have successfully achieved two re-accreditations in 2017 and 2020. In December of 2023, SMPD received a perfect score in the re-accreditation process. Only a third of all police departments in the State of Florida receive this prestigious designation.

The Procurement Division attained its re-certification of NIGP, The Institute for Public Procurement's Outstanding Agency Accreditation Award. This award formally recognizes excellence in public procurement by establishing a body of standards that should be in place for a solid operation. The division responded to the rigorous challenge of a detailed application that required substantial documentation and a demonstration of best practices. The Procurement Division initially achieved accreditation in 2012 and must re-certify every three years. The current certificate expires June 2025. While NIGP membership represents over 3,000 government agencies throughout the United States and Canada, only 160 governments have attained this distinction.

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 backup 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.

Some of the Improvements made to City Hall and the Police Department included painting and installation of tiles throughout City Hall and installation of new lighting in the Police Station.



The City of South Miami is in the process of launching SoMi Connect! SoMi Connect is an easy way for anyone to report non-emergency issues to the City of South Miami, FL while on-the-go, such as potholes, graffiti, damaged street signs, street maintenance, damaged trees, park maintenance, abandoned vehicles, and more. SoMi Connect uses GPS to recognize your location and gives you a menu of common quality-of-life conditions to select from.



In 2022 the City successfully purchased the rights to control the parking operations and all parking revenue at the South Miami Municipal Parking Garage. The parking garage has undergone several improvements including lighting, striping, painting, and pressure cleaning. In fiscal year 2023 the city installed a new state of the art security camera for the safety of users of the garage and 3 new level 2 ChargePoint electric vehicle charging stations. The City continues working with Tesla and Florida Power and Light on the installation of level 3 electric vehicle charging stations in the garage.

We will continue to take advantage of available grants and funding for the improvement and beautification of South Miami. The city received all the funding provided by the American Rescue Plan Act and staff put together an updated plan, approved by the Mayor and Commission, regarding the use of approximately \$5 million dollars in FY 23 and 24.

The South Florida Business Journal published an article naming the City of South Miami as one of the 25 best South Florida neighborhoods in 2021 and we strive to maintain that reputation for years to come.

## **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 it is maintaining a millage rate, of 3.9999. The City's proposed budget was prepared with the intent to meet the Commission's goals as set at the May 2023 Strategic Planning Session.

On May 18, 2023, the Commission sat down for new strategic goals session moderated by the Baldrige Group. The session was fruitful, and a plan is currently being put together to identify key measures and targets for each goal, as well as, to develop strategy to slowly implement the Community of Excellence criteria, including identifying key community partners. The City plans to finalize the new strategic goals over the coming months.

The City Commission 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 environment where people desire to live, work, and play.

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

**Goal #3:** Business Community – Promote and support the City's businesses. Help develop an environment that creates a thriving, self-sufficient business community through smart



development and infrastructure.

**Goal #4:** Public Safety – Promote and support the City’s Public Safety department in an effort to create an environment that provides comfort to residents, business and visitors alike.

**Goal #5:** Organizational Excellence – Attract and retain professional City employees. Create an organization where employees obtain a sense of pride in service and maintaining the City of Pleasant living.

**Goal #6:** Quality of Life – 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 achieve these goals.

## **GENERAL FUND REVENUES**

Revenues in all municipalities typically increase and, at times, decrease, depending, upon their respective sources, 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, the City’s ad valorem revenues have seen an increase. The City’s ad valorem revenues in this upcoming fiscal year will account for approximately 40.34% 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 increased slightly which reflected the positive economic times, however, future development projects have delayed, 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 2023-24 certified property tax roll for the City of South Miami reflects an approximate 10.72% increase in City-wide taxable values from the previous fiscal year. By default, this percentage is an “average” and, individual properties may experience change in value from this average. In the case of long-time homesteaded properties, they may have a greater amount of increase in value because of Save Our Homes.

In 1992, Florida voters approved Constitutional Amendment 10, which meant to shield homeowners from runaway increases in their property taxes as a result of the significant increase in 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.

### **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 residences, which meant the homeowners didn't pay property taxes on the first \$25,000 of the just appraised value of their properties. 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. Consequently, 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 property tax bill. In other words, of every dollar spent on taxes in South Miami, generally 22 cents go 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 set at the July 18<sup>th</sup> City Commission meeting will be used in the notice it will also 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**

In April of 2022, the city purchased the parking operations of the South Miami Municipal Parking Garage, which provides the City with additional parking revenue.

### **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 IMPROVEMENT PROJECTS FUND**

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



## **CARRYOVER AND RESERVES**

Carryover and reserves are 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 or December 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 plans to continue maintaining the GFOA's recommended 25% of the City's annual budget amount and exceed it, for a total of \$6,690,947 on September 30, 2024.

## **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 Consumer Price Index- *All Urban Consumers 12-Month Percent Change for the Miami-Ft. Lauderdale FL area*, applicable to upcoming fiscal year 2024 is:

(Annual Average CPI 2022) = 9.7%.

Pursuit to labor contracts, in FY 2023-24 (October 1, 2023 – September 30, 2024), employees are entitled to receive the COLA on October 1<sup>st</sup> of 6%, which is the cap amount for COLA, considering



the Annual Average CPI for 2022 is much greater.

### **SUMMARY OF FINANCIAL ISSUES AHEAD**

Inflation continues to be a concern. A strong labor market drives economic growth which has been stronger than previously anticipated. Analysts now project the U.S. economy will expand at a rate of 1.5% in 2023.

However, interest rates have been rising and are currently 5.25%. Higher interest rates make it more expensive for people to borrow and as things like mortgages and other loans now attract bigger interest payments, people will have less money left over to spend in the economy. This will curtail spending and therefore economic growth. We think there will be such a decline in spending and growth that the US economy will start contracting and slip into a mild recession at the end of 2023.

But analysts believe inflation is going to come down to such an extent that the Federal Reserve will be able to cut interest rates by 25 bps before the end of the year and lower them to 3.5% in 2024. This should help the US economy come out of recession and bring down inflation.

We are forecasting, as of July 18, 2023, approximately 16% overall revenue increase for FY 2024 from the adopted FY 2023 forecasted revenues. The administration is maintaining a conservative approach to revenue projection increases and keeping operating expenses in line with these revenue increase.

### **CONCLUSION**

Despite the challenges, in balancing the needs for services while maintaining a fiscally responsible budget, we continued to maintain the reserves for our various critical financial responsibilities and capital improvements.

These continue to be unpredictable times that require careful and steady leadership. We thank the Mayor and City Commission for having those qualities, as we believe they have been reflected in this proposed budget. 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 2023-24 proposed budget, and their valuable input, which is



reflected in this budget. We continue to pursue organizational and service excellence.

Sincerely,

A handwritten signature in black ink, which appears to read "Genaro Iglesias Jr." The signature is fluid and cursive.

Genaro "Chip" Iglesias  
City Manager



## FY 2022-2023 CITYWIDE ACCOMPLISHMENTS

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

### **POLICE DEPARTMENT ACCOMPLISHMENTS**

The South Miami Police Department continues to work in partnership with both community groups and organizations to ensure and enhance public safety in our city. The SMPD lived up to our Mission Statement which states, “To deliver professional police service in partnership with the people we serve, in order to provide a safe and secure environment for all.” The SMPD has always been here on the frontline ensuring the safety of our residents, officers, and visitors. And we will continue to always be here no matter the challenges we may face – a pandemic, a hurricane, or anything else affecting our great city.



During the “Defund the Police” movement, we became very concerned with officer morale and made sure that all of our officers stayed positive and directed citizens who wished to help the SMPD. Based on what we learned during the pandemic and the anti-police movement, we wanted to create an entity to assist our officers with mental wellness. We immediately got to work on this worthwhile project and collaborated with the Boulder Crest Foundation. Boulder Crest focuses on two strategic areas, which are Struggle Well Mental Health Training and Regional Peer Support, to minimize the adverse impact of law enforcement professional and personal stress and trauma. Well-adjusted officers work harder and provide better, more professional service to their community. Most of the SMPD officers have attended the training, and several have even attended their weeklong retreat, at no cost to the City of South Miami.

The SMPD continues to have an approximate five percent decrease in overall crimes year to year despite less officers. In 2022, we transitioned into a new type of statistical collection of crime statistics. An overview is as follows:

Nationally, as of January 1, 2021, the Federal Bureau of Investigations (FBI) began only accepting Incident Based Uniform Crime Reports from law enforcement agencies. This was done in an effort to gather more detailed information and get a clearer understanding of crime in an area. This reporting looks at all offenses within an incident, which allows for improved analysis. Because of this action, the Florida Department of Law Enforcement (FDLE), who is Florida's Central Criminal Records Repository, recommended all Florida agencies switch to Florida's Incident Based Reporting System (FIBRS) by the same timeframe in order to be FBI compliant. SMPD met the required deadline and switched our crime reporting submissions from Uniform Crime Reporting (UCR) to FIBRS. SMPD converted our crimes statistics to the National Incident-Based Reporting System



(NIBRS), which was implemented to improve the overall quality of crime data collected by law enforcement, NIBRS captures details on each single crime incident—as well as on separate offenses within the same incident—including information on victims, known offenders, relationships between victims and offenders, arrestees, and property involved in crimes. Unlike data reported through the UCR Program’s traditional Summary Reporting System (SRS)—an aggregate monthly tally of crimes—NIBRS goes much deeper because of its ability to provide circumstances and context for crimes like location, time of day, and whether the incident was cleared.

One of our ongoing issues based on citizen complaints and our observations is traffic, mostly from congestion due to our geographic location. In order to reduce issues, such as speeding motorists cutting through neighborhoods to avert traffic jams or speeders in school zones, we have implemented a mandate that all officers must conduct traffic enforcement during their tour of duty.

In 2021, we created a Traffic Unit in which we have dedicated officers enforcing traffic violations at our hot spots and citizen complaint areas. In 2022, we added a midnight Traffic Unit Officer to combat the dangerous issue of Driving Under the Influence (DUI). The results during 2022 are as follows:

Traffic citations:	5,829
Written warnings:	2,154
Crashes:	663
DUI arrests:	76

We consistently commend all our officers who go above and beyond. In addition to our internal awards, we had two significant awards during the FY22-23 period from outside agencies/entities. Captain Larry Corbin was awarded the prestigious Command Officer of the Year for the entire State of Florida by the Florida Police Chiefs Association for his hard work and leadership. Also, Assistant Chief Charles Nanney was awarded the Community/Law Enforcement Award by the Florida Parents of Murdered Children organization for his service to Miami-Dade County by creating the Gun Bounty Program and Gun Detection Firearms program to fight gun violence.

The SMPD Homeless Outreach Unit continued to assist the homeless through different agencies obtaining beds and other assistance.

We created and awarded the Dan Schulz Memorial academic scholarship to a local youth attending college this past fall. We also continue mentoring dozens of South Miami youth, through our Police Athletic League and Community Policing programs.

We upgraded our technology as follows: We outfitted all our patrol officers with the latest Body Worn Cameras (BWC). We upgraded the less lethal weapons such as the Current Emitting Weapon (CEW), which are integrated with our BWCs. We also upgraded the patrol laptops.



In 2014, the SMPD we received for the first time in our history accreditation status by the Commission on Florida Law Enforcement Accreditation (CFA), and we have successfully achieved two re-accreditations in 2017 and 2020. In December of 2023, we received a perfect score in the re-accreditation process. Only a third of all police departments in the State of Florida receive this prestigious designation. The CFA Team Leader, Ryan Marken, summarized our results as follows: “The South Miami Police Department has ingrained accreditation into its everyday culture. This was evident by the professionalism of its members as well as their overall knowledge of the law enforcement profession. Based on the observations made by the assessment team and the interviews they conducted, the organization is meeting the requirements necessary to comply with accreditation standards.

It is the consensus of the assessment team that the South Miami Police Department be recommended for reaccreditation at the next CFA meeting.”

### **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 2023 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 12 years.



Additionally, the department continued to produce the Annual Comprehensive Financial Report with auditors issuing no findings, for which we have won Government Finance Officers Association (GFOA) prestigious awards for over the last 12 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 12 years.

This year the Finance department also expanded its online payment options. City Residents and businesses can now pay for solid waste charges, local background checks, residential parking permits, police extra duty services, and lien search requests online.

The Parking Division also continued with improvements to the Municipal Parking Garage, which the City acquired in 2022. Several improvements have been made to help make the garage more inviting and increase safety for our residents and visitors. This year additional lighting and over 80



security cameras throughout the whole structure were added. The City has also added several electric vehicle charging stations.

### **INFORMATION TECHNOLOGY DIVISION (ITD) ACCOMPLISHMENTS**

The Information Technology Division continued to improve the City's SharePoint by minimizing the amount of data stored on City servers to better help the City's staff access all the City's files from anywhere. For the City's recently acquired Parking Garage, ITD installed a new firewall and connected the Garage to the City's network and deployed new state of the art Fortinet 24-Port PoE Switch to assist with the newly deployed camera surveillance system and network traffic. Other ITD accomplishments for FY23 include upgrading and deploying new Xerox Copiers in the entire City and the Police Department, installing Vibe Whiteboard in the City's conference room and enhancing the existing Wi-Fi for the Vibe Whiteboard into a fully functional Wi-Fi Mesh Network that serves the entire City Hall, and installing a backup Velo box, which provides the City with internet redundancy.

### **PROCUREMENT DIVISION ACCOMPLISHMENTS**

The Procurement Division attained its re-certification of NIGP, The Institute for Public Procurement's Outstanding Agency Accreditation Award. This award formally recognizes excellence in public procurement by establishing a body of standards that should be in place for a solid operation. The division responded to the rigorous challenge of a detailed application that required substantial documentation and a demonstration of best practices.

The Procurement Division initially achieved accreditation in 2012 and must re-certify every three years. The current certificate expires June 2025. While NIGP membership represents over 3,000 government agencies throughout the United States and Canada, only 160 governments have attained this distinction.

Successfully issued and completed 26 formal competitive Bids for goods and services, Requests for Proposals (RFP's) and Quotes without incurring a single bid protest. In addition, Procurement issued 260 Purchase Orders in support of required goods and/or services for City operations.

A tracking system was developed to monitor and track solicitations as they are created, advertised, and any bids rejected or re-solicited, if applicable.

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. In addition, a "Business with



the City” enhancement was added to the City’s website to ensure the business community is aware of bid and contract opportunities and information about on-line bidding.

### **PLANNING AND ZONING DIVISION ACCOMPLISHMENTS**

The Planning and Zoning Department continued work that led to an improvement in the City’s score in the Community Rating System program which will result in significant savings for property owners on their insurance premiums. The Department also revisited the proposed annexation of properties adjacent to Fuchs Park. Staff has also been coordinating with a contracted consultant on Large Scale Developments requiring Special Exceptions as well as with The Corradino Group Planning Consultants, on the completion of a Study of the Hometown District Overlay, concentrating on the commercial zoning districts to propose changes that will make them compatible with the community’s vision and enhance the economy.

### **HUMAN RESOURCE & RISK MANAGEMENT**

The Human Resource & Risk Management Division continues to focus on employee health and wellness through initiatives such as “Fruit Fridays” and “Wellness Wednesdays.” Initiatives focusing on employee wellbeing result in healthier, happier employees, reduced insurance costs, and better retention citywide.

The Human Resource & Risk Management Division continues to utilize the City’s employment portal as well as recruiting sites for government positions, which has streamlined the process for posting and filling open positions, including volunteer positions for summer programs with the City.

The Division hosted a free wellness fair with several vendors and medical professionals sharing valuable information with staff. Additionally, The Human Resource & Risk Management Division ensured the City participates and fully complies with the Florida Drug Free Workplace Program, which ultimately aids in the reduction of insurance costs. It further successfully negotiated all the City and employee insurance coverages including health, vision, dental, life, and long-term disability, as well as all lines of general liability insurance.

The Human Resource & Risk Management 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**

#### **Grants**

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

#### **NPDES Permit & Annual Reporting**

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



#### **Stormwater System Cleaning**

Public Works 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

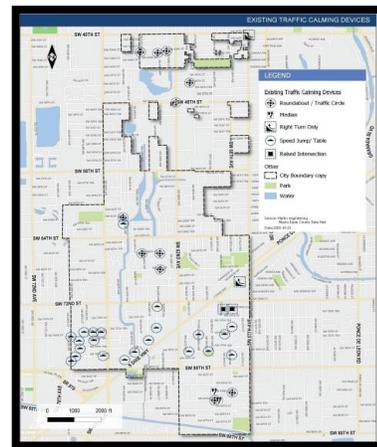
### Citywide Comprehensive Traffic Study

Design is on-going to address the recommendations of the Citywide Traffic Calming Master Plan.

The Citywide Traffic Calming Master Plan incorporated traffic calming measures for roadway segments that met the threshold values established for the City of South Miami in agreement with Miami-Dade County's Department of Transportation and Public Works (DTPW).

The following five (5) locations are recommended to receive traffic calming devices as follows:

- SW 59th Avenue, North of SW 76th Street
- SW 59th Avenue, South of SW 76th Street
- SW 60th Place, South of SW 42nd Street
- SW 64th Place, North of SW 58th Terrace
- SW 78th Street, West of SW 62nd Avenue



And three traffic circles as follows:

- SW 76th Street and SW 61st Avenue
- SW 77th Terrace and SW 58th Avenue
- SW 58th Avenue and SW 82nd Street

The projects are anticipated to be implemented in last quarter of FY23.

### Sunset Drive & SW 62<sup>nd</sup> Place Extension of Right Turn Lane

The construction was completed to extend the existing Right turn Median at SW 72<sup>nd</sup> Street and SW 62<sup>nd</sup> Place to force right turn only movements only for northbound vehicles on SW 62<sup>nd</sup> Place. The work included extending both medians along Sunset Drive at SW 62<sup>nd</sup> Place and installing signage and pavement markings.



## DRAINAGE IMPROVEMENTS

### Drainage Improvements at SW 81<sup>st</sup> Street East of SW 62<sup>nd</sup> Avenue



Completed the construction of drainage improvements at SW 81<sup>st</sup> Street East of SW 62<sup>nd</sup> Avenue. The drainage improvements consisted of installation of new drainage system with interconnected exfiltration trench, manholes, pipe culvert, inlets, limerock base, excavation, concrete driveways, asphalt pavement overlay, pavement markings, RPM's and new performance sod.

### Drainage Improvements SW 59<sup>th</sup> Avenue from SW 64<sup>th</sup> Street to SW 66<sup>th</sup> Street

Construction is anticipated to be completed in FY23 for drainage improvements at SW 59<sup>th</sup> Avenue from SW 64<sup>th</sup> Street to SW 66<sup>th</sup> Street. The drainage improvements will consist of installing a new drainage system with interconnected exfiltration drain, manholes, inlets, pipe culvert, concrete curb and gutter, concrete sidewalk and driveways, concrete valley gutter, limerock base excavation, milling and paving, root barriers, pavement markings, signs, RPM's and new performance sod.



### Drainage Improvements SW 63<sup>rd</sup> Avenue from SW 69<sup>th</sup> ST to 70<sup>th</sup> Street

A flooding request was received from residents at SW 63<sup>rd</sup> Avenue between SW 69<sup>th</sup> Street and SW 70<sup>th</sup> Street and drainage improvements are currently under design. Once the design is finalized the construction is anticipated to follow in the last quarter of FY23.





### **Drainage Improvements Sunset Drive and SW 61<sup>st</sup> Court**

A flooding condition exists at Sunset Drive and SW 61<sup>st</sup> Court and improvements are currently under design. Once the design is finalized the construction is anticipated to follow in the last quarter of FY23 on this drainage improvement project.



## **ROADWAY INFRASTRUCTURE IMPROVEMENT PROJECTS**

### **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.



### **Citywide Striping**

Striping / Re-painting of faded and/or worn away areas was completed between SW 58<sup>th</sup> Place and US-1. to upgrade and improve visibility and safety.

**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 68 CT from 62 TER to 64 ST
- Road Resurfacing - SW 63 ST from 68 CR to 67 CT
- Road Resurfacing - SW 85 ST from 58 AVE to 59 AVE
- Road Resurfacing - SW 77 TER from 58 AVE to 59 AVE
- Road Resurfacing - SW 74 ST from 65 AVE to 64 CT
- Road Resurfacing - SW 64 CT from 64 ST to 62 TER
- Road Resurfacing - SW 63 CT from 64 ST to 62 TER
- Road Resurfacing - SW 66 ST from 62 CT to 63 CT
- Road Resurfacing - SW 62 CT from 69 ST to 68 ST
- Road Resurfacing - SW 49 ST from SW 57 to 58 AVE
- Road Resurfacing - SW 50 ST from SW 57 to 58 AVE
- Road Resurfacing - SW 59 PL from SW 56 TER to Cul-de-sac
- Road Resurfacing - SW 59 CT from SW 56 TER to Cul-de-sac
- Road Resurfacing - SW 56 TER from SW 59 CT and 59 PL



**MISCELLANEOUS PROJECTS**

**Citywide Directional Street Signs Replacement**

Continued to provide maintenance and replacement of street and directional signs when damaged to the new blue City of South Miami street signs and posts featuring the City Logo.

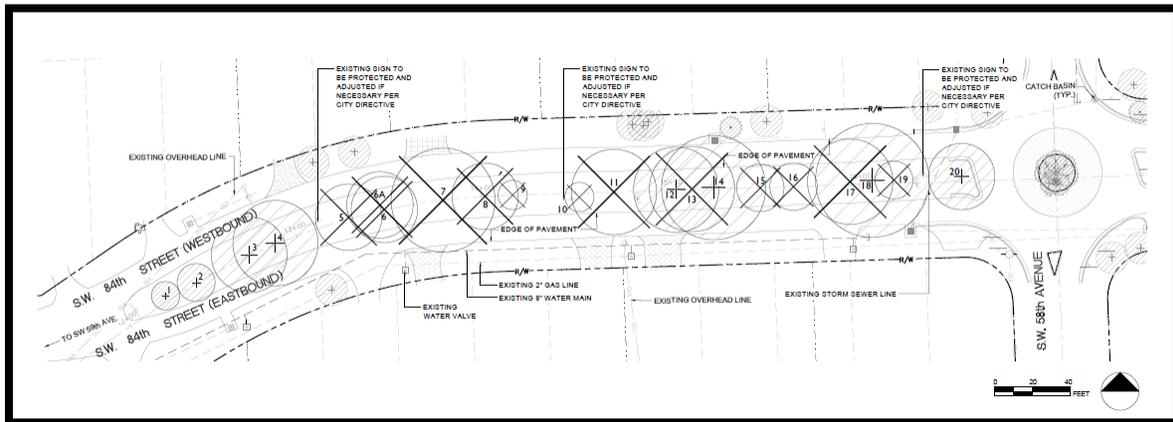
**Brick Repairs Sunset Drive & Dorn Avenue**

The City worked with the business district to improve pedestrian access and safety. Existing decorative bricks found to be uneven and missing were replaced and adjusted.



### SW 84<sup>th</sup> Street Median Improvement between SW 58<sup>th</sup> Avenue to SW 59<sup>th</sup> Avenue

The median along SW 84<sup>th</sup> Street between SW 58<sup>th</sup> Avenue and SW 59<sup>th</sup> 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

Completed the installation of an Entry Gateway Sign at Dante Fascell Park. The scope included the structural construction of the footing, sign wall, electrical installation for lighting, irrigation, landscape, and any applicable restoration of the area.



### Underline Bicycle Path Beautification

The City is coordinating 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.

**Manor Lane Roadway and Sidewalk**

Completed installation of a new sidewalk along the southeast side of Manor Lane from 6396 Manor Lane to the Intersection of SW 79<sup>th</sup> Street and SW 66<sup>th</sup> Avenue except for the section over the existing culvert, and along SW 66<sup>th</sup> Avenue from SW 79<sup>th</sup> Street to SW 80<sup>th</sup> Street.



**Downtown Improvements Sunset Drive from US-1 to SW 57<sup>th</sup> Avenue**



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 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 and the City is looking to incorporate the root barrier system and lighting improvements to the design; however, the design is moving forward without the parking and truck modifications.

**Downtown Furniture**

The City replaced twelve (12) existing outdated benches in the Downtown area to enhance the decorative look to the hometown district.



**Art in the Park – Colombian Sculptures**

Completed the installation of four (4) sculptures at Dante Fascell Park which included the installation, permitting and construction of concrete footers and placement of the sculptures on the footers.



**Alleyway Paving Behind SW 62 Avenue from SW 64 to SW 68 Street**



Completed the alleyway reconstruction, milling and resurfacing behind SW 62<sup>nd</sup> Avenue between SW 64<sup>th</sup> Street and SW 68<sup>th</sup> Street. The scope of the project improved the existing condition of the alleyway by reconstructing sections of the alleyway and providing an eleven (11) feet of asphalt one way north bound direction and seven (7) foot wide swales on each side, west and east. The new reconstruction areas along the centerline are lower than the edge of pavement to receive stormwater runoff

**SW 84<sup>th</sup> Street Median Improvement between SW 57<sup>th</sup> to SW 62<sup>nd</sup> Avenue**

The median along SW 84<sup>th</sup> Street between SW 57<sup>th</sup> Avenue and SW 59<sup>th</sup> 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.



## **SOLID WASTE**

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 backup 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.



## **BUILDING MAINTENANCE**

### **Parks Facilities Improvements**

Building Maintenance made several improvements in Parks Facilities including the installation of new lights for the parking lot at Gibson- Bethel Community Center. Repaired and painted the office for the aquatic center. Painted and added new stripe lines for the racquetball area at Brewer Park. Painted the gazebo, Dante Fascell Park.



### **City Hall and Police Department Improvements**

Some of the Improvements made to City Hall and the Police Department included painting and installation of tiles throughout City Hall. Assisted installation of a new Sylva Martin building. Installation of new lighting in the Police Station.



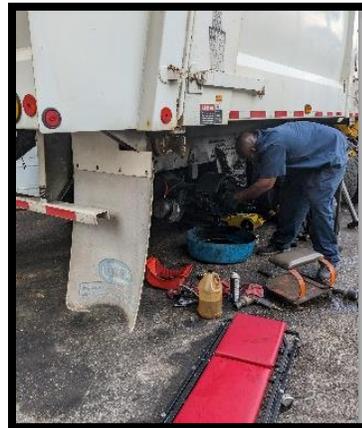
### Downtown Improvements

Building Maintenance installed new LED lights on 72<sup>nd</sup> St to US1 to 57 Ave on both the north and south side. Parking Garage painted the interior of both elevators. As well as painting the fifth floor and redoing the parking stripes. Painting green streetlights poles on Sunset Drive.



### MOTOR POOL DIVISION

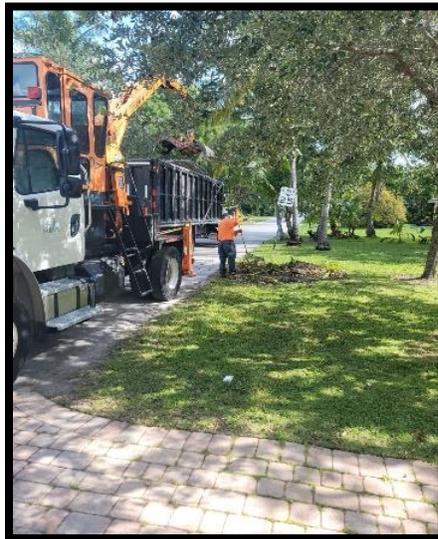
Motor Pool staff has attended several repair and maintenance training concerning the City's fleet. Their continued evaluation of fleet inventory and performing preventive maintenance has ensured that vehicles are operating at maximum capacity. Preventive maintenance is conducted regularly on City equipment 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.



## **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.
- Completed a landscaping project on Twin Lake Dr. and installed new landscaping and bench.
- Repaired potholes to reduce hazards.
- Installed new landscaping downtown on 73<sup>rd</sup> St.
- Removed and installed new landscaping in front of City Hall.
- Completed tree pruning throughout the city.
- Coordinated and assisted our storm drain cleaning company with the cleaning of stormwater drains and pipes because of inspections.
- Conducted cleaning of inlets using sweeper/vac truck.
- Removed existing landscaping and replaced it with new landscaping and trees.



### **Downtown Beautification Project**

To beautify the City's Downtown area, the following tasks were completed:

- Continued with our established program to maintain downtown South Miami and other areas by pressure cleaning to remove graffiti and gum.
- Assisted with the installation of the Downtown Lighting System and performed monthly inspections.
- Installation of new landscaping at 73<sup>rd</sup> St and Downtown

- Installed Holiday banners and Holiday sound system to play Holiday music throughout the Downtown area.
- Applied mosquito dunks to drains throughout the city.
- Assisted with maintenance at the Parking Garage.
  - Trimmed all trees in the Downtown Area for visibility of the Downtown lighting system.



### **Citywide Beautification Project**

To beautify the City of South Miami the following tasks were completed:

- Installed replacement planting in as-needed areas on US-1.
- Removal and installation of new landscaping at City Hall.
- Tree trimming throughout the city.
- Installed pedestrian crosswalk signs at crosswalk areas.

### **Beautification of City Parks**

Assisted with beautification at Palmer Park, Dante Fascell Park, and Jean Willis Park. The following tasks were completed:

- Assisted with the installation of grass.
- Trimmed trees and removed debris.
- Painting parking spaces.

## **PARKS, RECREATION, & CULTURE DEPARTMENT ACCOMPLISHMENTS**

### **PARKS CAPITAL IMPROVEMENT PROJECTS**

#### **Paseo Park - New Park Development**

Paseo Park, roughly 0.24 acres, is one of the City's newest parks. Paseo Park opened to the public on Friday, January 27, 2023. This lovely park features a pass-through public sidewalk on the north side for walkers and joggers, a swing structure with rubber safety surface for toddlers and young children, general park furniture (i.e. park identification signage, benches, trash receptacle), new trees and plants, and a mini-library for free book exchanges. Paseo Park is a great escape for residents with small children who reside within a 5-minute walking distance.



#### **Dante Fascell Park - Tennis Clay Court Improvements**

The north courts numbered 4, 5, and 6 were rebuilt, consisting of re-grading the sub-base to the proper required slope, new net posts and footers, reposition of net post irrigation lines, new screening material for resurfacing purposes, a new perimeter brick line, and a trench drain on the north edge to prevent run-off material from entering the landscape. New court lines and tennis nets are also included in this project.

#### **Vice Mayor Robert C. Welsh Jr. Park - New Park Development**

New Park development entails a basketball half-court, a playground area with a poured-in-place protective surface, a prefabricated shelter, an accessible concrete sidewalk, benches, a bike rack, a water fountain, and other park amenities.

#### **Fuchs Park - New Improvements**

Improvements entail a bollard LED lighting system along the perimeter of the existing pathway, a commercial aerating fountain system at the pond, re-roofing and structural improvements to the existing lime rock picnic shelter, and a new chain-link perimeter fence system around the playground area. The completion of this capital project will help bring the city's park system one step closer to making our community more livable, safer, beautiful, and accessible for everyone.



## **RECREATION PROGRAMS & ACTIVITIES**

### **Aquatics**

In partnership with iSwim Academy, the Department offered both group and private learn to swim classes at the Murray Park Aquatic Center. Classes were offered at various times throughout the spring, summer and fall seasons. In addition to swim lessons, certified and experienced fitness instructors taught Water Aerobics class three (3) days a week (M/W/F) throughout the months of March – September with an average enrollment of 14 participants.

### **Silver Sneakers**

The Parks and Recreation department continued to offer Silver Sneaker fitness memberships, complimenting the already existing fitness classes at the Gibson-Bethel Community Center. Chair aerobics and strength/balance classes were offered two (2) days a week at 11:30 AM. Silver Sneakers classes promote health and wellness and are free for Silver Sneakers members. Classes averaged around seventeen (17) participants daily.

### **Resident Senior Membership (65+)**

In April of 2023, the city passed a resolution providing seniors (65+) that are residents of the City of South Miami with access to a free facility membership to the Gibson-Bethel Community Center. Within this membership, these seniors will also have access to free water aerobics and silver sneaker programming.

### **After-School Program**

The After-school 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 program consisted of seventy (70) participants during the 2022-2023 school year.





The Home Team, a multidimensional youth-support program, collaborated with the afterschool program to offer daily enrichment programs for afterschool participants. Program volunteers lead students through educational activities focusing on science, technology, engineering, and mathematics (STEM) along with daily homework assistance.



Additionally, a brand-new dance program was implemented into the schedule of afterschool-activities. Specialized volunteers provided dance classes twice (2x) weekly to empower the youth to develop inter-personal skills, build self-confidence, and enhance teamwork through a variety of dance routines. Participants were able to perform for their friends and families in a showcase that took place during the final weeks of the program.

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.

In collaboration with First Serve Miami, the department was able to offer free youth tennis lessons to the participants enrolled in the after-school program on Tuesdays and Thursdays during the months of April and May. In its inaugural session, there were a total of fourteen (14) participants. The program will continue to offer instruction for our summer camp participants with the goal of adding additional sessions in the Fall.

### **Summer Camp**

The department offered a recreational and educational summer camp for youth in kindergarten through 6th grades. To operate in a safe and responsible manner, the department followed recommended guidelines from the American Camp Association (ACA), National Recreation and Parks Association (NRPA), and Florida Recreation and Parks Association (FRPA). Participants engaged in a variety of recreational activities, educational blocks that help combat summer learning loss, and weekly field trips. The program hosted an average of one hundred (100) participants weekly.

### **STEM Program**

The Gibson-Bethel Community Center offered free, virtual STEM (Science, Technology, Engineering and Mathematics) Wonder Workshops every second Saturday of the month. These workshops were open to all children ages 5 to 10 and focused on different disciplines of engineering.



### **Youth Sports Volleyball**

The department hosted three co-ed volleyball clinics this year during the fall, winter, & spring of 2022/2023. These clinics were led by highly skilled recreation staff who were passionate about introducing community youth to a growing sport. These clinics included conditioning and instructions focused on learning the fundamentals of volleyball. There was a total of twenty-five (25) participants in the fall, twenty-six (26) participants in winter, and twenty-six (26) in the spring.



### **Basketball**

The department partnered with the Tamiami Basketball League during the fall and winter of 2022/2023 (September-November & January – March) to provide community residents with an opportunity to participate in a local recreational basketball program. Residential youth were provided affordable entry into the Tamiami Basketball League which included: clinics, uniforms, and a minimum of eight (8) games.

The league held both practices and games at the Gibson Bethel Community Center between

Tuesdays and Saturdays, which allowed for local youth to have access to league amenities without having to travel far. The league consisted of sixty-eight (68) teams and three hundred and eight (308) total players. Out of this three hundred and eight (308), twenty-five (25) of these participants were residential youth brand new to the program.



### Soccer

South Miami United FC has entered into the fourth year of their agreement operating out of South Miami Park. South Miami FC continues to offer a variety of options for youth at all levels to engage in soccer activities. The league consists of roughly seven hundred and sixty-eight (768) total participants with one hundred and twenty (120) of those participants being residents. South Miami United FC will also continue to run summer soccer clinics at South Miami Park between the months of June and August.



### Baseball

The city continued its partnership with Danny Berry Baseball Inc. for its second year under a multi-year agreement. Danny Berry is currently running both a youth recreational league and a summer camp at Palmer Park for ages five (5) – thirteen (13). Danny's youth league currently includes roughly three hundred and eighty-nine (389) total participants with thirty-three (33) teams. Out of



these three hundred and eighty-nine (389) players, approximately eighty-four (84) of them are residential City youth.

### **Tennis**

The city successfully and safely managed tennis court reservations, private lessons, league play, adult clinics, and youth programs/camps at Dante Fascell Park. Tennis operations and payments were managed through cloud-based software, PlaybyCourt, LLC., meant to simplify the customer experience and reduce face to face transactions. Reservations were made available for tennis play at Marshall Williamson Park while court re-surfacing took place at Dante Fascell Park in the summer months. Year to date, the Tennis program has provided 5,179 lessons and 743 participants in a variety of programs.

### **Sensory Lab**

In celebration of Autism Awareness Month, the City of South Miami, in collaboration with Miami-Dade County Office of Commissioner Raquel Regalado (District 7), Crystal Academy, the Ausome Foundation and UM-NSU CARD, opened its first sensory lab in April of 2023. This new Sensory Lab will host programming designed for kids with neurodiversity or sensory processing conditions on the third Saturday of each month.



### **Senior Center**

The South Miami Senior Center serves adults 55 years and over who are well, active, and can independently take care of their basic needs. The South Miami Senior Center promotes independence, helps maintain good nutrition, reduce loneliness, encourage socialization, and increase self-esteem.

Monday through Friday the Center provides nutritious hot meals to approximately sixty-five (65) participants who are fully registered through the Miami-Dade County Congregate Meal Program. Homebound South Miami residents that are unable to attend the Center are provided with frozen meals delivered on Mondays. In addition, the city provides a weekend meal program to residents



residing at the South Miami Senior Plaza delivered on Fridays.



In addition, the Center provides a wide range of weekly, free educational and health promoting activities and services. The services include Senior Support Services provided by a Social Worker, Health and Wellness seminars, and daily social engaging activities such as board games, crafting, puzzles, field trips, grocery shopping trips and small group exercise classes to improve balance and mobility.



## EVENTS

### State of the City – October 25, 2022

The 2022 State of the City Address was delivered by Mayor Sally Phillips at the Victor E. Clarke Center on October 25<sup>th</sup> and streamed live for residents to view from the comfort of their homes. The presentation highlighted City accomplishments in FY 21-22 supported by the many employees dedicated to providing excellent service to their community. Food, refreshments, and giveaway items were provided at the event.





### **Safe Streets Halloween – October 31, 2022**

There was no shortage of things to do at this year’s Safe Streets Halloween. An estimated 3,000 people participated in this free, family-friendly event, all festively dressed to have a spooky fun time. Event consisted of a Pumpkin Decorating station, inflatables, haunted house, music, and local businesses participated by offering sweet treats to those in costume.



### **Veterans Day Salute – November 11, 2022**

The City of South Miami honored local Veterans with a special Veterans Day Salute. The Parks and Recreation Department and Police Department joined efforts with American Legion Post 31 to provide a recognition and flag raising ceremony. Small bites and refreshments were served after the ceremony.



### **Turkey Giveaway – November 19, 2021**

Just in time for the Thanksgiving holiday, the Parks and Recreation Department in collaboration with Interval International, Somerset Academy, and South Miami Hospital hosted its annual Turkey Giveaway. Together over three hundred (200) families received the items needed to enjoy a full Thanksgiving meal.

### **Santa’s Parade of the Elves - December 4, 2022**

The Santa’s Parade of the Elves was back in full swing! 70 groups/organizations marched down Sunset Drive as they welcomed Santa to South Miami. Thousands of families lined the streets to enjoy this South Miami tradition. Families also enjoyed pre-parade festivities including live

performances, photo opportunities, Santa’s Workshop including arts and crafts and giveaways along with a “snow” hill for kids to enjoy in the Miami heat.



### **Toy Giveaway – December 14, 2023**

From action figures and dolls to board games, craft kits, Legos, sports toys, and more – the Parks and Recreation’s partnered with Interval International and distributed approximately 200 toys for local South Miami youth at this year’s annual Toy giveaway.



### **MLK Freedom Breakfast – January 16, 2023**

The Martin Luther King Jr. Freedom Breakfast hosted its first premier celebration of the life and legacy of Dr. Martin Luther King. The breakfast was a partnership between the city, Somerset Academy, Academica, and the South Miami Black Culture Affairs Foundation. The breakfast brought together approximately 100 individuals and consisted of food, community speakers and live music entertainment.



### **Paseo Park Ribbon Cutting – January 27, 2023**

Paseo Park opened to the public on Friday, January 27, 2023. This lovely park features a pass-through public sidewalk on the north side for walkers and joggers, a swing structure with rubber safety surface for toddlers and young children, general park, new trees and plants, and a mini. Paseo Park is a great escape for residents with small children who reside within a 5-minute walking distance.



### **Senior Games – February**

After a three-year hiatus due to COVID, the Parks Department in collaboration with community partners, hosted its annual Senior Games event at Dante Fascell Park. The event brought together over 200 local active seniors from Naranja to Doral for a fun day of friendly competition. Seniors enjoyed a variety of games, activities, giveaways, lunch, and at the end each participant went home with a medal for participating.



### **Rooftop Movie**

Great views, even better vibes. Friends and loved ones gathered to enjoy a movie night under the stars. This new open-air, cinematic experience was held on the rooftop of the South Miami Municipal Parking Garage and participants enjoyed games, food, music, crafts, and the showing of “Harry Potter and the Sorcerer's Stone”.



### **Easter Egg Hunt – April 7, 2023**

Residents hopped on over to Murray Park to celebrate the annual Easter Egg hunt that consisted of music, inflatables, games, giveaways, visit from the Easter bunny and an eggciting egg hunt!



### **Sensory Lab Ribbon Cutting – April 14, 2023**

In celebration of Autism Awareness Month, the City of South Miami, in collaboration with Miami-Dade County Office of Commissioner Raquel Regalado (District 7), Crystal Academy, the Ausome Foundation and UM-NSU CARD, hosted is ribbon cutting event on April 14, 2023. The event allowed participants to view the new Sensory Lab that will host monthly programming designed for kids with neurodiversity or sensory processing conditions.



**Arbor Day – April 28, 2023**

The City’s Parks and Recreation Department along with the South Miami Garden club celebrated its annual Arbor Day event at Veterans Park. Participants assisted in planting a 65-gallon GUAIAACUM SANCTUM (NATIVE LIGNUM VITAE) and enjoyed lite bites, refreshments, and conversations encouraging everyone to plant, nurture and celebrate trees!



**Employee Family Fun Day – May 20**

Parks assisted in hosting an Employee Family fun day at Dante Fascell Park. City employees attended with their families and enjoyed BBQ, games, and music.

**Fourth of July Celebration – July 4, 2023**

The Parks and Recreation hosted its annual 4th of July Celebration at Palmer Park which by all accounts was the biggest and best 4th of July Celebration in memory. The event featured live bands, concessions, kid’s zone, and a spectacular firework display show enjoyed by hundreds of families.





**Back-to-School Splash Bash – July 29, 2022**

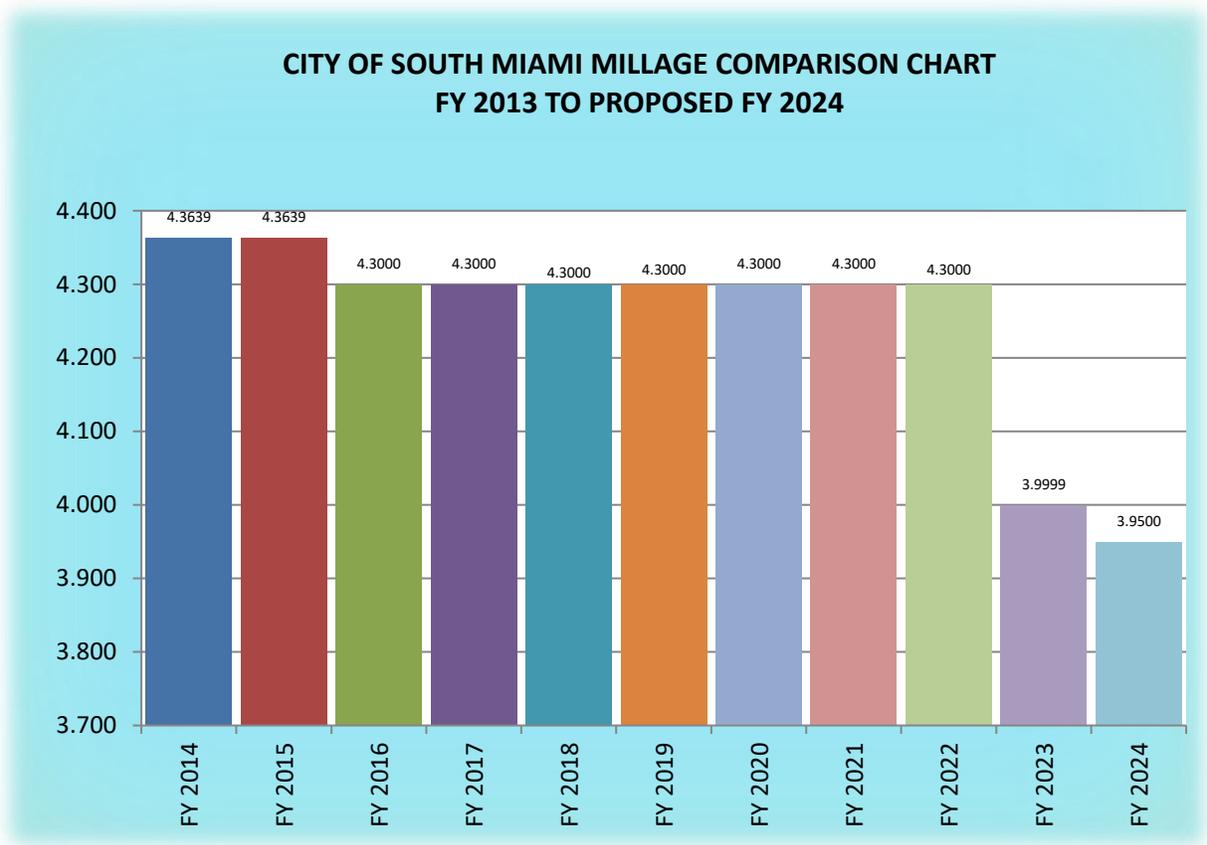
The Back-to-School Splash Bash hosted by the Parks and Recreation along with local businesses ensured that South Miami students started the year on the right foot. Over 200 Kindergarten – 12th grade students enjoyed an end of summer pool party and received backpacks filled with supplies to help ensure another successful school year.



GENERAL FUND BUDGET SUMMARY

**GENERAL FUND EXPENDITURES**

The proposed budget has been prepared based on the rate of 3.9500 mills per \$1,000 of the taxable value as was voted upon by the Commission at the September 5, 2023 at the First Budget Hearing meeting. 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, 2023, is \$383,101. At the proposed millage rate of 3.9500 mills, the average property would be responsible for approximately \$1,513. The City portion of an average tax bill for a South Miami residential property is approximately 20%.

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 2023-24.

**CONSOLIDATED ITEMS DETAIL  
BY DEPARTMENT FOR FY 2023-24**

<b>DEPARTMENT</b>	<b>F/T 1210</b>	<b>P/T 1310</b>	<b>FICA 2110</b>	<b>HEALTH 2310</b>	<b>W/C 2410</b>	<b>FUEL 5230</b>	<b>PEN 2210</b>	<b>ICMA 2220</b>	<b>AUTO 4515</b>
CITY COMMISSION	\$62,000	\$0	\$7,161	\$52,679	\$186	\$0	\$0	\$0	\$0
CITY CLERK	\$236,517	\$0	\$18,094	\$31,607	\$710	\$0	\$16,886	\$4,736	\$0
CITY MANAGER	\$582,567	\$0	\$43,864	\$55,886	\$1,689	\$2,216	\$46,285	\$0	\$500
FINANCE DEPART	\$523,755	\$0	\$40,067	\$52,679	\$1,571	\$3,428	\$48,026	\$3,045	\$1,542
PROCUREMENT DIV	\$175,845	\$0	\$15,064	\$21,071	\$528	\$0	\$17,585	\$0	\$0
ADMIN SRVCS	\$140,000	\$23,580	\$12,514	\$21,071	\$491	\$0	\$14,000	\$0	\$0
HR & RISK MGMT	\$175,327	\$0	\$13,413	\$21,071	\$526	\$0	\$17,533	\$0	\$0
DEVELOP. SRVCS	\$188,259	\$0	\$15,208	\$21,071	\$565	\$0	\$15,000	\$2,678	\$0
BUILDING DEPART	\$261,222	\$199,686	\$35,259	\$31,607	\$7,014	\$2,216	\$20,161	\$4,173	\$767
PLANNING DEPART	\$172,935	\$0	\$13,230	\$21,071	\$519	\$2,216	\$17,294	\$0	\$477
CODE ENFORCE	\$243,558	\$0	\$19,438	\$31,607	\$10,070	\$6,640	\$24,266	\$0	\$2,000
PW OFFICE OF DIR	\$209,194	\$0	\$16,003	\$31,607	\$619	\$0	\$16,533	\$3,070	\$0
PW BLDG. MAINT.	\$136,491	\$0	\$12,665	\$21,071	\$7,194	\$0	\$14,389	\$0	\$0
PW SOLID WASTE	\$421,602	\$0	\$35,273	\$84,286	\$36,738	\$0	\$41,890	\$0	\$0
PW STREETS MAINT.	\$361,018	\$0	\$29,189	\$73,750	\$36,897	\$0	\$25,928	\$6,974	\$0
PW MOTOR POOL	\$169,158	\$0	\$13,247	\$31,607	\$6,150	\$169,000	\$17,226	\$0	\$50,000
PW ENG. & CONSTR	\$201,195	\$0	\$17,003	\$21,071	\$604	\$0	\$13,035	\$4,959	\$0
POLICE	\$5,229,089	\$0	\$427,183	\$621,624	\$126,523	\$130,000	\$326,196	\$22,520	\$74,557
PARKS, REC, & CULT.	\$499,330	\$23,580	\$40,809	\$63,214	\$23,531	\$11,000	\$49,933	\$0	\$8,357
PARKS - TENNIS	\$192,247	\$36,680	\$18,319	\$42,143	\$10,302	\$0	\$3,407	\$9,147	\$0
COMM CENTER	\$303,010	\$288,604	\$45,258	\$63,214	\$26,623	\$0	\$24,023	\$4,394	\$0
PARKS LAND MAINT	\$179,294	\$0	\$14,828	\$31,607	\$8,028	\$12,000	\$9,233	\$6,304	\$1,200
COMM POOL	\$0	\$55,832	\$4,271	\$0	\$826	\$0	\$0	\$0	\$0
<b>TOTAL FY 2024</b>	<b>\$10,663,613</b>	<b>\$627,962</b>	<b>\$907,360</b>	<b>\$1,446,614</b>	<b>\$307,904</b>	<b>\$338,716</b>	<b>\$778,829</b>	<b>\$72,000</b>	<b>\$139,400</b>
<b>BUDGETED FY 2023</b>	<b>\$8,920,417</b>	<b>\$572,313</b>	<b>\$760,733</b>	<b>\$1,249,103</b>	<b>\$286,866</b>	<b>\$392,420</b>	<b>\$648,102</b>	<b>\$71,726</b>	<b>\$140,933</b>



## PROPERTY TAX INFORMATION

The Miami-Dade County Property Appraiser certified the Taxable Value within the City of South Miami at \$2,616,274,873. This valuation represents a 10.7% increase from the FY 2022-23 level of \$2,362,980,956. 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	2023 COUNT	2023 TAXABLE VALUE	%	2022 COUNT	2022 TAXABLE VALUE	%
SINGLE FAMILY	2,874	1,318,985,414	52%	2,871	1,182,141,429	52%
CONDOMINIUM	781	164,589,230	7%	781	141,228,303	6%
MULTI FAMILY	94	252,372,404	10%	92	198,799,730	9%
COMMERCIAL	657	703,066,316	28%	627	644,913,221	28%
INDUSTRIAL	27	16,601,363	1%	27	16,080,507	1%
AGRICULTURE	2	1,977,207	0%	2	1,916,879	0%
VACANT LAND	189	57,451,241	2%	202	58,188,131	3%
INSTITUTIONAL	35	8,959,502	0%	35	8,691,257	0%
GOVERNMENTAL	44	0	0%	46	0	0%
OTHER PROPERTIES	14	840,374	0%	13	28,257,471	1%
REAL ESTATE PARCELS	4,717	2,524,843,051	100%	4,696	2,280,216,928	100%
PERS PROP & CENT ASSD		91,431,822			82,764,028	
ALL ASSESSED PROPERTY		<u>2,616,274,873</u>			<u>2,362,980,956</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 \$253,293,917 or 10.7%. This total is the actual assessed taxable value for 2023.

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



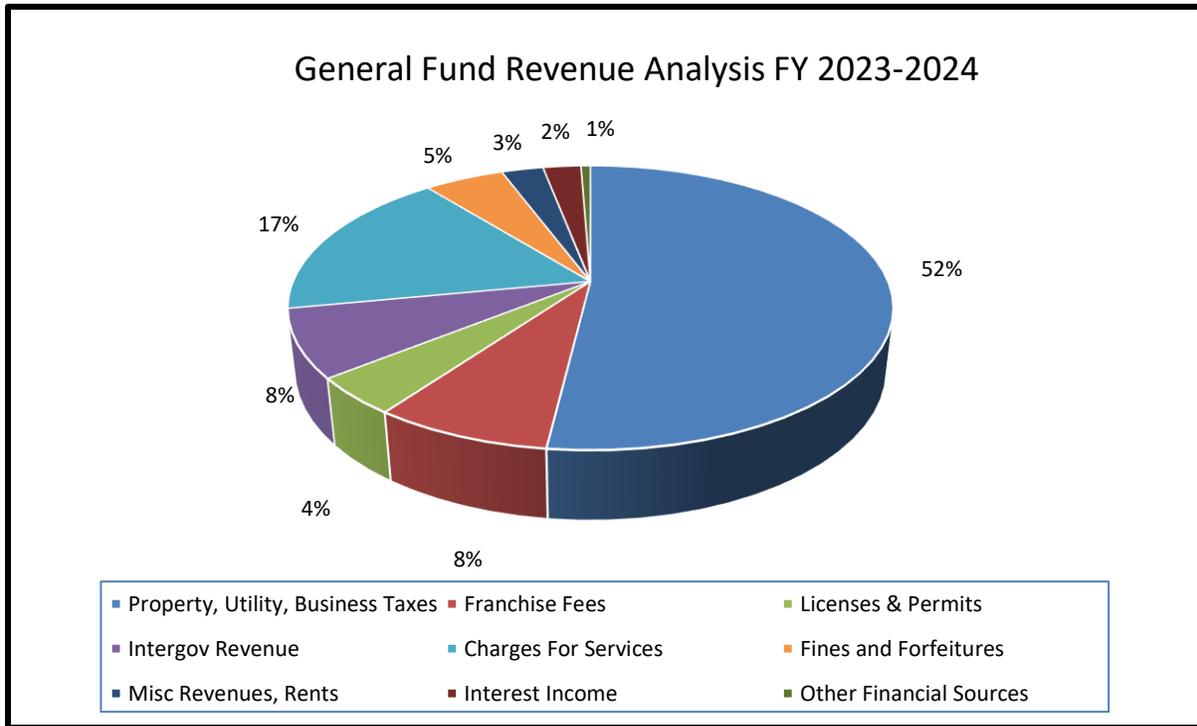
\$8,667,794 or 10.5% when comparing the asset value of fiscal year 2023-2024 and fiscal year 2022-2023.

The increase in property valuations specifically from construction within the current 2023 year is \$21,675,030 which represents a decrease from the previous year of \$17,152,510 or 44.2%.

The proposed millage rate is set at 3.9500 mills. This millage rate will allow the City to continue with regular necessary services, operations and on-going projects with a decrease in tax rate.

**CITY OF SOUTH MIAMI GENERAL FUND REVENUES**

The City of South Miami’s estimated General Fund Revenues for FY 2023-2024, as provided in the proposed budget is \$24,557,560. In addition, the City’s General Fund has \$150,000 in transfer-in from other funds, in aggregate Fiscal Year 2023-2024 total revenue amount is \$24,707,560. A breakdown of the general makeup of the City’s General Fund Revenues is presented below.



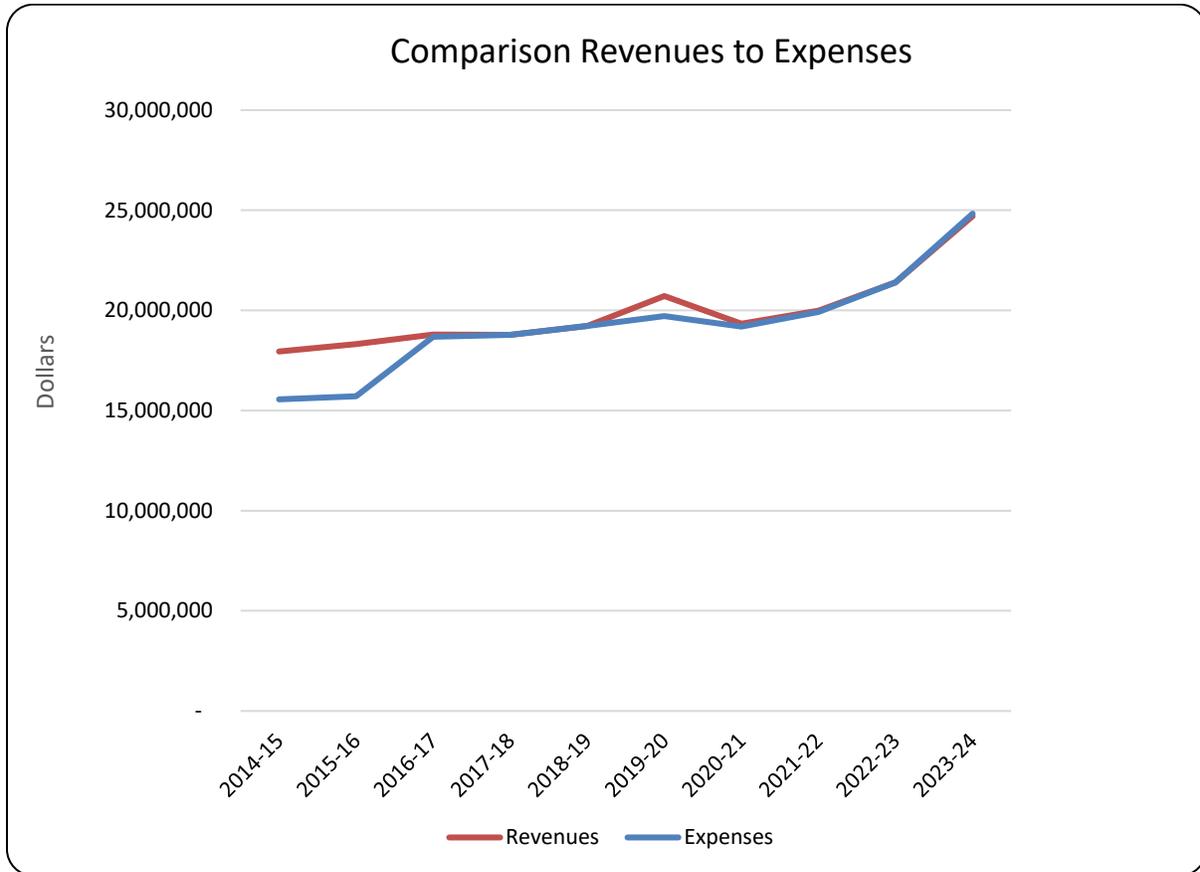


**GENERAL FUND SUMMARY  
FY 2023-2024**

DEPT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
<b>BEGINNING FUND BALANCE</b>		<b>8,241,308</b>	<b>10,193,106</b>	<b>10,708,958</b>	<b>10,708,958</b>	<b>11,604,382</b>
TAXES						
	PROPERTY TAXES	8,389,343	8,711,314	9,014,103	9,014,103	9,852,571
	UTILITY TAXES	2,109,860	2,203,193	2,073,000	2,238,000	2,240,000
	BUSINESS TAXES	647,785	673,670	661,800	684,000	677,000
	FRANCHISE TAXES	1,746,605	2,023,701	1,764,650	1,964,560	2,000,260
	LICENSES & PERMITS	933,368	1,490,857	1,062,500	2,424,887	1,059,500
	INTERGOVERNMENTAL	2,376,476	2,005,580	1,648,215	1,959,072	1,918,942
	CHARGES FOR SERVICES	2,609,521	3,385,263	3,259,165	4,307,260	4,288,665
	FINES AND FORFEITURES	1,278,808	1,448,825	1,268,000	1,374,376	1,260,000
	RENTS & ROYALTIES	210,045	246,893	205,863	218,593	196,160
	GRANTS, CONTRIB., & DONATIONS	253,228	28,215	0	8,630	0
	INTEREST INCOME	196,229	152,158	150,000	600,000	600,000
	MISCELLANEOUS	178,279	234,624	141,675	165,542	464,462
	<b>TOTAL</b>	<b>20,929,546</b>	<b>22,604,292</b>	<b>21,248,971</b>	<b>24,959,023</b>	<b>24,557,560</b>
<b>OTHER FINANCIAL SOURCES</b>		<b>150,000</b>	<b>151,008</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>
<b>DEPARTMENTS</b>						
1100	CITY COMMISSION	120,942	130,520	146,285	143,191	153,151
1200	CITY CLERK	393,660	351,252	504,614	471,299	500,539
1500	CITY ATTORNEY	320,117	335,210	397,385	453,474	397,385
1310	CITY MANAGER	799,258	774,771	1,031,854	1,012,613	1,093,057
1410	FINANCE DEPARTMENT	1,193,747	1,233,316	1,353,294	1,353,338	1,555,522
1340	INFORM. TECH. DIVISION	524,097	538,645	566,135	556,967	613,530
1320	PROCUREMENT DIVISION	247,016	253,020	295,868	275,911	313,937
1300	ADMINISTRATIVE SERVICES	0	0	0	0	332,956
1330	HUMAN RESOURCE & RISK MGMT	485,980	560,446	722,979	586,769	906,330
1600	DEVELOPMENT SERVICES	0	0	0	0	261,461
1610	BUILDING DEPARTMENT	440,188	469,762	522,412	512,492	581,965
1620	PLANNING DEPARTMENT	411,398	428,792	586,961	565,642	598,242
1640	CODE ENFORCEMENT	359,181	333,412	333,790	314,739	377,729
1770	PW-OFFICE OF DIRECTOR	59,800	57,079	96,225	79,908	286,526
1710	PW-BLDG. MAINT.	438,361	444,972	568,609	560,865	587,240
1720	PW-SOLID WASTE	1,286,065	1,426,988	1,539,194	1,523,243	1,744,289
1730	PW-STREETS MAINT.	530,054	625,359	945,736	778,339	1,077,586
1760	PW-MOTOR POOL	505,851	576,611	667,981	560,745	713,138
1790	PW-ENG. & CONSTR.	201,958	208,755	236,803	223,553	263,127
1910	POLICE	6,504,811	6,680,638	7,812,612	7,500,304	8,718,854
2000	PARKS, RECREATION, & CULTURE	726,026	790,523	939,770	906,668	1,264,962
2010	TENNIS	349,827	407,047	546,527	482,247	600,497
2020	COMMUNITY CENTER	511,914	538,226	763,827	712,210	866,059
1750	LANDSCAPE MAINT.	431,754	498,240	568,840	524,847	609,627
2030	COMMUNITY POOL	85,783	84,187	130,837	121,228	124,654
2100	NON-DEPARTMENTAL	106,852	109,815	117,000	116,838	165,197
	<b>TOTAL</b>	<b>17,034,640</b>	<b>17,857,587</b>	<b>21,395,538</b>	<b>20,337,431</b>	<b>24,707,560</b>
<b>OPERATING NET DIFFERENCE</b>		<b>4,044,907</b>	<b>4,897,713</b>	<b>3,433</b>	<b>4,771,592</b>	<b>0</b>
2100	NON-DEPARTMENT TRANSFER	2,093,109	4,381,861	3,876,168	3,876,168	7,490,936
<b>ENDING FUND BALANCE</b>		<b>10,193,106</b>	<b>10,708,958</b>	<b>6,836,223</b>	<b>11,604,382</b>	<b>4,113,446</b>



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 and unreserved, uncommitted fund balance.

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. 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 or from one office or department to another. Therefore, the *department level* is the legal level of budgetary control. Budgeted amounts are as originally adopted or as amended.

### **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 24, 2022, 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 2023-2024 BUDGET SCHEDULE**

Friday, MARCH 10	Distributions of Budget Worksheets to Departments
APRIL - JULY	Department budget meetings with the City Manager and Budget and Finance Committee Meetings.
Tuesday, JUNE 6	Capital Improvements Projects Workshop with the City Commission
JULY 1	Receipt of DR 420 (Property Appraiser Certification of Taxable Value) from the County (FS Section 200.065).
Wednesday, JULY 12	Submission of proposed budget to the Mayor and City Commission (Article IV, Section 2a, City Charter provides for deadline of August 1).
Tuesday, JULY 18	Budget Workshop with the Mayor and City Commission. Budget and Finance Committee will present their report.
Tuesday, JULY 18	Adopt a Resolution advising the Property Appraiser's Office of the City's proposed millage rate and announcing the date, time and place of the first and second budget hearing.
AUGUST 5	Last day to advise the Property Appraiser's office of the proposed millage rate, current year rollback rate and date, time and place of the first budget hearing (FS Section 200.065)
Friday, AUGUST 26	Last day to post a notice for first public hearing (Article II, Section 6B(2), publication by at least ten (10) days prior to the public hearing)
Tuesday, SEPTEMBER 5	First Budget Hearing must be between September 3rd and 18th. Required to announce the percentage by which recomputed proposed millage exceeds the rolled-back millage rate.
Sunday, SEPTEMBER 10	Last day to post a notice for final public hearing (Article II, Section 6B(2), publication by at least ten (10) days prior to the public hearing)
Sunday, SEPTEMBER 17	Must advertise the final hearing within 15 days of adopting a tentative millage and budget and must hold the final hearing 2 to 5 days after the advertisement (FS Section 200.065)
Tuesday, SEPTEMBER 19	Final public hearing and adoption of millage & budget. Final hearing two to five days after the advertisement appears in the newspaper.



## 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 Annual Comprehensive 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
- Chapter 190.016 – Bonds
- 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.

The City shall not issue debt obligations or utilize debt proceeds to finance current operations of City Government.

## **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 Budget and Finance Committee.

**Net Debt to Taxable Assess Value** – The City shall strive to maintain a ratio of Net Debt to Taxable Assessed Value of properties within the City shall not exceed 15%. The ratio of Net Debt to Taxable



Assessed Value shall be calculated by dividing the Net Debt by the taxable assessed value of all taxable properties within the City.

Based on the Miami-Dade County Property Appraiser Roll Values, the assessed valuation for the City of South Miami in 2022 is \$2,616,274,873 and the outstanding debt of \$6,666,000 the City currently has a Net Debt to Taxable Assess value ratio of .25%.

**Legal Debt Margin Calculation for Fiscal Year 2023**

Assessed valuation of taxable real and personal property	\$ <u>2,616,274,873</u>
Bonded debt limit - 15% of assessed value	\$ 392,441,231
Total ad valorem debt - Revenue Bonds	\$ <u>6,666,000</u>
Amount of debt applicable	<u>6,666,000</u>
Legal debt margin	<u>\$ 385,775,231</u>

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**

This Purchasing Policy (“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 III, Section 5. H. (Legal and Expert Services), Article IV, Section 4. D. (Multi-year Contracts) and applicable City Code and Florida Statutes. This Policy sets forth the policies and procedures to be followed by City employees whenever goods and/or services, including construction, are being purchased by the City of South Miami (“City”), except as may be waived by the City Manager or exempt as set forth below.

**(A) Applicable Charter, Code and Florida Statutes.**

**Multi-year Contracts**, Article IV, Section 4. D., of Charter: All purchases that require the payment of more than one year’s appropriation require approval by the City Commission at a public hearing by written resolution.



**Purchases Made Through Other Governmental Agencies**, Article III, Section 5. H., of Charter: The City may make purchases through other governmental agencies that have followed similar bidding procedures.

**Legal and Expert Services**, Article III, Section 5. H., of Charter: The requirement that competitive conditions shall have been maintained and competitive bids sought from at least three (3) different sources of supply, if available, does not apply to the purchase of legal and expert services that have been approved by the City Commission.

**Consultants' Competitive Negotiation Act (CCNA)**, *Florida Statutes Section 287.055*, requires that acquisition of professional architectural, engineering, landscape architectural, design criteria, or surveying and mapping services must be made in compliance with the Consultants' Competitive Negotiation Act if the professional services are for (i) a construction project estimated to cost more than \$325,000, or (ii) a design/planning/study activity where the fee for professional services is more than \$35,000. This Policy shall automatically be modified to reflect any amendments made to *Florida Statutes, Section 287.055*, and the purchasing thresholds set forth in *Florida Statutes Section 287.017*. Please also refer to Chapter 2, Article VI. – Purchasing, Division 2 – Procurement of Professional Services, of the City Code.

**Construction Projects.** If the cost of a purchase related to the construction, demolition, renovation, modification, or repair of any public facility, utility, building, or land exceeds twenty-five thousand dollars (\$25,000), then the requirements for formal competitive selection apply unless waived by the City Manager or superseded by the special construction procurement requirements in State law (*Florida Statutes, Chapter 255*). The City will comply with all State statutes applicable to City construction projects.

**(B) 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 three (3) written quotes from three (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 \$2,500 do not require a Purchase Order.

**(C) Purchases equal to or 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 equal to or greater than \$5,000 but which do 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 (3) different sources of supply (or the City Manager may piggyback 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 less than \$25,000 to avoid the requirements of this paragraph. Purchases equal to or greater than \$5,000 but less than \$25,000 require:

- A Purchase Order, or other form of agreement as may be required by the City Manager;
- Approval by the City Manager before the expenditure is made or funds are committed;
- Appropriation in the City Commission approved budget;
- A minimum of three (3) written quotes from three (3) different sources of supply, unless piggybacking off of purchases through other governmental agencies that have followed similar bidding procedures; and
- City Commission approval.

**(D) Purchases equal to or in excess of \$25,000.** Purchases equal to or in excess of \$25,000 must be in compliance with the competitive sealed bidding requirements. Purchases equal to or in excess of \$25,000 require:

- Appropriation in the City Commission approved budget;
- Sealed competitive bids, or piggybacking off or purchases through other governmental agencies that have followed similar bidding procedures;
- A Purchase Order, or other form of agreement as may be required by the City Manager;
- Approval by the City Manager before the expenditure is made or funds committed; and
- City Commission approval.

**(E) Waiver of Procedures.**

The City Manager has the authority to waive any requirements of this Policy or deviate from this Policy, at his/her discretion, when it is determined to be in the best interest of the City, or to obtain goods and/or services which cannot be acquired through the normal purchasing process due to insufficient time, the nature of the goods or services, or other factors, and as long as the City Manager remains in accordance with applicable provisions of the Charter, City Code and Florida statutes.

**(F) Emergencies.**

If the City Manager deems the purchase or acquisition of goods and/or services an emergency affecting life, health, property or safety, strict compliance with the above policies may be waived,



but must remain in accordance with applicable provisions of the City of South Miami Charter, and Florida Statutes.

Article II, Section 6. D. 2. of Charter, 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 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.

**(G) Amendment of Purchasing Policy.**

This Policy may be amended, from time to time, by Resolution of the City Commission.



## 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 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.

### *SOLAR COLLECTOR TRUST FUND*

The Fund has been created for the purposes of acquiring and developing Solar Collector Systems. Any monies deposited into the Fund and their interest or investment earnings must be applied toward the acquiring and developing of Solar Collectors on City property.

### *ART IN PUBLIC PLACES FUND*

The Art in Public Places Fund is intended to enhance the character and identity of the City and contribute to economic development and tourism. The Art in Public Places will revitalize urban



space with cultural meaning, aesthetic quality, and uniqueness and will add beauty and interest in those spaces visible to the public. Art in Public Places will increase opportunities for the public to experience and participate in the arts through the acquisition and installation of world-class art in publicly accessible areas.

#### *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.

*POLICE HEADQUARTERS & EMERGENCY OPERATIONS CENTER FUND*

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 69<sup>th</sup> Street.

*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.

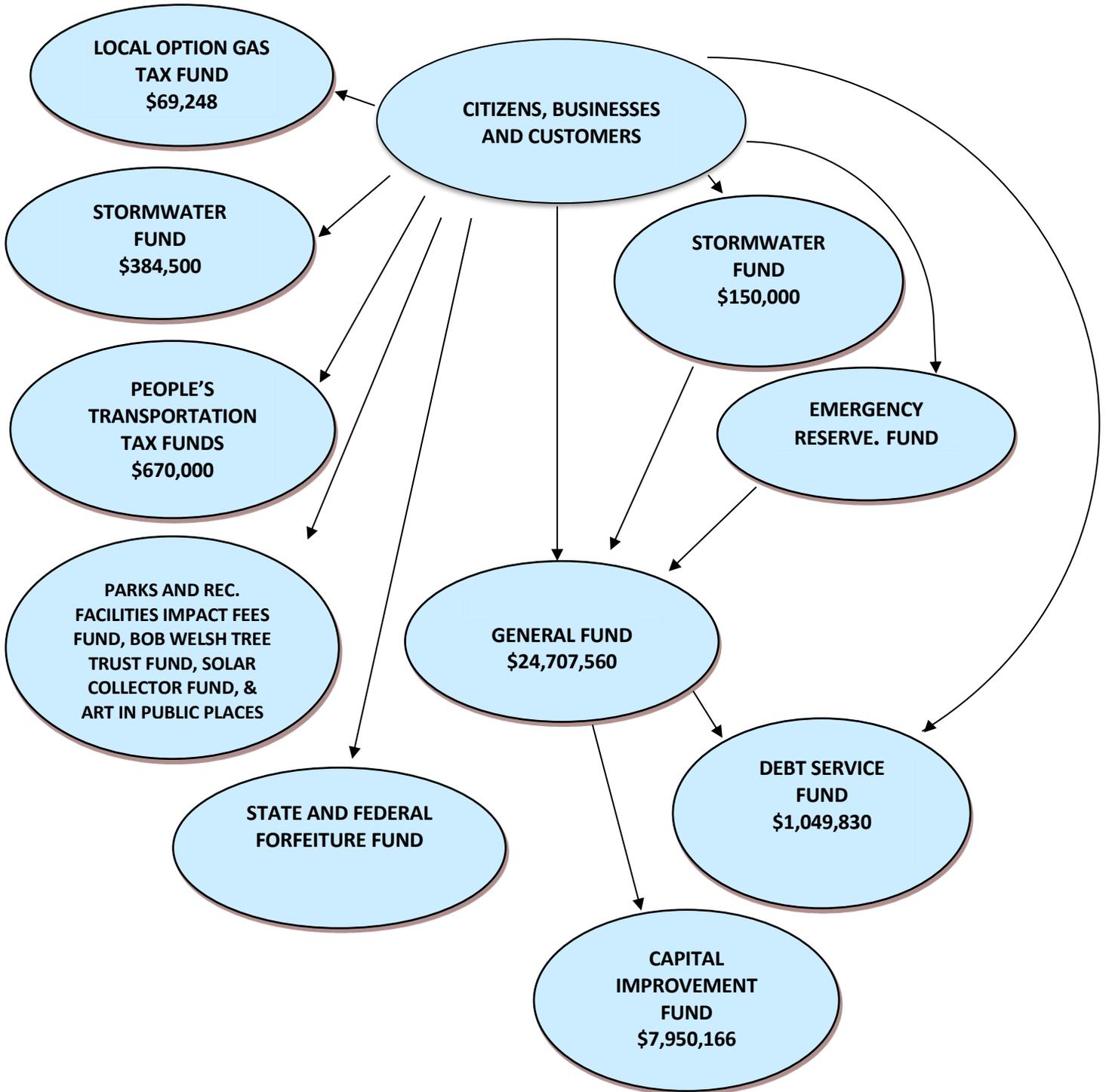
#### *STATE FORFEITURE FUND*

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 2023 - 2024





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 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
<b>General Fund - 001</b>					
Beginning Fund Balance	8,241,308	10,193,106	10,708,958	10,708,958	11,604,382
Revenues	20,929,546	22,604,292	21,248,971	24,959,023	24,557,560
Expenditures	17,034,640	17,857,587	21,395,538	20,337,431	24,707,560
Interfund Transfers In	150,000	151,008	150,000	150,000	150,000
Interfund Transfers Out	2,093,109	4,381,861	3,876,168	3,876,168	7,490,936
<b>Ending Fund Balance</b>	<b>10,193,106</b>	<b>10,708,958</b>	<b>6,836,223</b>	<b>11,604,382</b>	<b>4,113,446</b>
<b>Stormwater Drain Trust Fund - 111</b>					
Beginning Fund Balance	318,121	382,165	379,965	379,965	94,008
Revenues	372,784	379,120	365,000	374,900	384,500
Expenditures	158,740	231,320	203,513	510,857	307,662
Interfund Transfers Out	150,000	150,000	150,000	150,000	150,000
<b>Ending Fund Balance</b>	<b>382,165</b>	<b>379,965</b>	<b>391,452</b>	<b>94,008</b>	<b>20,846</b>
<b>Local Option Gas Tax Trust Fund - 112</b>					
Beginning Fund Balance	263,913	332,787	407,198	407,198	489,398
Revenues	68,874	74,411	69,248	82,200	69,248
Expenditures	0	0	100,000	0	100,000
<b>Ending Fund Balance</b>	<b>332,787</b>	<b>407,198</b>	<b>376,446</b>	<b>489,398</b>	<b>458,646</b>
<b>Hometown District Improvement Trust Fund - 116</b>					
Beginning Fund Balance	1,008	1,008	0	0	0
Revenues	0	0	0	0	0
Interfund Transfers Out	0	1,008	0	0	0
<b>Ending Fund Balance</b>	<b>1,008</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Parks Facilities Impact Fund - 117</b>					
Beginning Fund Balance	69,740	264,912	350,685	350,685	282,146
Revenues	195,172	114,071	0	197,461	800,000
Expenditures	0	28,298	0	266,000	980,000
<b>Ending Fund Balance</b>	<b>264,912</b>	<b>350,685</b>	<b>350,685</b>	<b>282,146</b>	<b>102,146</b>

*continued*



ACCOUNT CLASSIFICATION	ACTUAL FY 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
<b>Bob Welsh Tree Trust Fund - 118</b>					
Beginning Fund Balance	58,827	77,546	104,522	104,522	112,061
Revenues	18,719	51,976	0	32,514	0
Expenditures	0	25,000	25,000	24,975	25,000
<b>Ending Fund Balance</b>	<b>77,546</b>	<b>104,522</b>	<b>79,522</b>	<b>112,061</b>	<b>87,061</b>
<b>Solar Collector Trust Fund - 119</b>					
Beginning Fund Balance	0	0	0	0	0
Revenues	0	0	0	0	0
Expenditures	0	0	0	0	0
<b>Ending Fund Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Art in Public Places Fund - 122</b>					
Beginning Fund Balance	0	0	0	0	18,000
Revenues	0	0	0	18,000	0
Expenditures	0	0	0	0	0
<b>Ending Fund Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>18,000</b>	<b>18,000</b>
<b>People's Transportation Tax Fund - Transportation - 124</b>					
Beginning Fund Balance	1,051,191	1,251,736	1,519,634	1,519,634	1,570,826
Revenues	469,265	586,167	435,000	620,200	535,000
Expenditures	268,720	318,269	1,195,500	569,008	977,500
<b>Ending Fund Balance</b>	<b>1,251,736</b>	<b>1,519,634</b>	<b>759,134</b>	<b>1,570,826</b>	<b>1,128,326</b>
<b>People's Transportation Tax Fund- Direct Transit - 125</b>					
Beginning Fund Balance	272,228	236,680	199,767	199,767	272,461
Revenues	114,452	143,610	108,000	153,000	135,000
Expenditures	150,000	180,523	182,926	80,306	216,200
<b>Ending Fund Balance</b>	<b>236,680</b>	<b>199,767</b>	<b>124,841</b>	<b>272,461</b>	<b>191,261</b>
<b>Revenue Stabilization Fund - 150</b>					
Beginning Fund Balance	60,000	0	0	0	0
Interfund Transfers In	0	0	0	0	0
Expenditures	0	0	0	0	0
Interfund Transfers Out	60,000	0	0	0	0
<b>Ending Fund Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

*continued*



ACCOUNT CLASSIFICATION	ACTUAL FY 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
<b>Grant Match Reserve Fund - 151</b>					
Beginning Fund Balance	60,000	0	0	0	0
Interfund Transfers In	0	0	0	0	0
Expenditures	0	0	0	0	0
Interfund Transfers Out	60,000	0	0	0	0
<b>Ending Fund Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Insurance Reserve Fund - 152</b>					
Beginning Fund Balance	60,000	0	0	0	0
Interfund Transfers In	0	0	0	0	0
Expenditures	0	0	0	0	0
Interfund Transfers Out	60,000	0	0	0	0
<b>Ending Fund Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Tax Equalization Reserve Fund - 153</b>					
Beginning Fund Balance	60,000	0	0	0	0
Interfund Transfers In	0	0	0	0	0
Expenditures	0	0	0	0	0
Interfund Transfers Out	60,000	0	0	0	0
<b>Ending Fund Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Building Capital Reserve Fund - 154</b>					
Beginning Fund Balance	60,000	0	0	0	0
Interfund Transfers In	0	0	0	0	0
Expenditures	0	0	0	0	0
Interfund Transfers Out	60,000	0	0	0	0
<b>Ending Fund Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Pedestrian Crossing Acquisition, Development, Operation and Maintenance Trust Fund - 156</b>					
Beginning Fund Balance	0	284,352	135,704	135,704	0
Revenues	0	0	0	0	0
Interfund Transfers In	433,000	0	0	0	0
Expenditures	148,648	148,648	0	135,704	0
<b>Ending Fund Balance</b>	<b>284,352</b>	<b>135,704</b>	<b>135,704</b>	<b>0</b>	<b>0</b>

*continued*



ACCOUNT CLASSIFICATION	ACTUAL FY 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
<b>Police Headquarters &amp; Emergency Operations Center Fund - 157</b>					
Beginning Fund Balance	0	0	1,400,072	1,400,072	1,400,072
Revenues	0	0	0	0	0
Interfund Transfers In	0	1,910,146	0	0	0
Interfund Transfers Out	0	0	0	0	1,400,072
Expenditures	0	510,074	0	0	0
<b>Ending Fund Balance</b>	<b>0</b>	<b>1,400,072</b>	<b>1,400,072</b>	<b>1,400,072</b>	<b>0</b>
<b>Debt Service Fund - 201</b>					
Beginning Fund Balance	21,612	196,410	405	405	442
Revenues	785,540	538,159	333,019	333,019	330,766
Expenditures	1,000,031	1,050,478	1,050,594	1,050,156	1,050,272
Interfund Transfers In	389,289	316,314	717,174	717,174	719,064
Proceeds from Refunding Debt	0	0	0	0	0
Payment to Bond Escrow Agent	0	0	0	0	0
<b>Ending Fund Balance</b>	<b>196,410</b>	<b>405</b>	<b>4</b>	<b>442</b>	<b>0</b>
<b>Capital Improvement Program Fund - 301</b>					
Beginning Fund Balance	1,451,601	790,570	1,829,564	1,829,564	2,497,128
Expenditures	2,231,851	1,526,553	4,470,508	2,491,430	9,269,000
Interfund Transfers In	1,570,820	2,565,547	3,158,994	3,158,994	7,950,166
<b>Ending Fund Balance</b>	<b>790,570</b>	<b>1,829,564</b>	<b>518,050</b>	<b>2,497,128</b>	<b>1,178,294</b>
<b>Emergency Reserve Fund - 051</b>					
Beginning Fund Balance	6,146,536	6,246,780	6,330,469	6,330,469	6,540,947
Revenues	275,322	83,689	0	210,478	150,000
Expenditures	175,078	0	0	0	0
Interfund Transfers In	0	0	0	0	0
Interfund Transfers Out	0	0	0	0	0
<b>Ending Fund Balance</b>	<b>6,246,780</b>	<b>6,330,469</b>	<b>6,330,469</b>	<b>6,540,947</b>	<b>6,690,947</b>
<b>State Forfeiture Fund - 608</b>					
Beginning Fund Balance	40,221	40,700	41,089	41,089	42,289
Revenues	479	389	700	1,200	0
Expenditures	0	0	30,000	0	30,000
<b>Ending Fund Balance</b>	<b>40,700</b>	<b>41,089</b>	<b>11,789</b>	<b>42,289</b>	<b>12,289</b>

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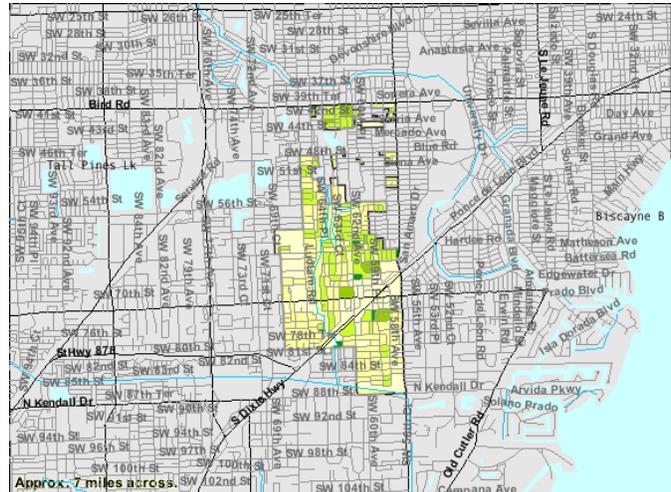
ACCOUNT CLASSIFICATION	ACTUAL FY 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
<b>Federal Forfeiture Fund - 615</b>					
Beginning Fund Balance	1,279,666	1,192,308	481,511	481,511	320,425
Revenues	19,423	10,787	0	38,692	0
Expenditures	106,781	311,438	438,278	199,778	110,000
Interfund Transfers In	0	0	0	0	221,778
Transfers Out	0	410,146	0	0	0
<b>Ending Fund Balance</b>	<b>1,192,308</b>	<b>481,511</b>	<b>43,233</b>	<b>320,425</b>	<b>432,203</b>
<b>TOTAL ALL FUNDS</b>					
Beginning Balance	19,515,972	21,491,060	23,889,543	23,889,543	25,244,585
Revenues	23,249,576	24,586,671	22,559,938	27,020,687	26,962,074
Expenditures	21,274,489	22,188,188	29,091,857	25,665,645	37,773,194
Interfund Transfers In	2,543,109	4,943,015	4,026,168	4,026,168	9,041,008
Transfers Out	2,543,109	4,943,015	4,026,168	4,026,168	9,041,008
<b>ENDING BALANCE TOTAL ALL FUNDS</b>	<b>21,491,060</b>	<b>23,889,543</b>	<b>17,357,624</b>	<b>25,244,585</b>	<b>14,433,465</b>



## 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 2024.

The Current South Miami City Government:

- \* Mayor: Javier Fernandez (Election 2024)
- \* Vice Mayor: Lisa Bonich (Election 2026)
- \* Commissioner Group I: Steve Calle (Election 2026)
- \* Commissioner Group II: Josh Liebman (Election 2024)
- \* Commissioner Group III: Brian Corey (Election 2024)

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 in 2020, the population was 12,026. State of Florida uses Bureau of Economic and Business Research (BEBR) numbers for calculations for budget and this number is 12,090 based on its most recent data in 2022.

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 2<sup>nd</sup>, 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 24<sup>th</sup>, 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.

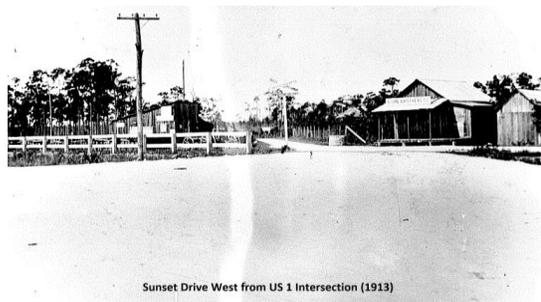
In 1935, the first bus franchise for the City streets was granted and the Sylva Martin Building, later named in honor of the City Clerk for 30 years, was constructed. In 1937 the tax roll for the entire City was \$614,282 (less \$106,492 in Homestead exemptions). In the 1940's the population of South 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 80<sup>th</sup> St, was named after the founder of the bakery, Charles Fuchs, a German immigrant.

On February 22<sup>nd</sup>, 1960 South Miami Hospital officially opened its doors just off US1 and 62<sup>nd</sup> 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**

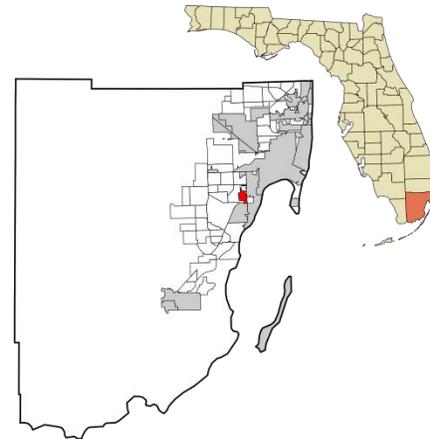
The Capital Improvement Element reinforces the linkage between the City's Capital Improvement Program and the facilities needed to implement the goals of the Comprehensive Plan.

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 2020 CENSUS**

<b>Quick Facts 2020 Census</b>	
Population:	12,026
Pop. Change:	3.17%
State:	Florida
Metro Area:	Miami-Fort Lauderdale- Miami Beach Metro Area
County:	Miami-Dade County
City:	South Miami



\*As per Bureau of Economic & Business Research at UF, the City Population for FY 2022 is 12,090. This is the number which will be used for State Revenue Sharing calculations.

Category	2020 Census	% of Total	2010 Census	% of Total	% Change from 2010-2020
<b>Total Population</b>	<b>12,026</b>	<b>100.00%</b>	<b>11,657</b>	<b>100.00%</b>	<b>3.17%</b>
Male	5,809	48.30%	5,721	49.08%	1.53%
Female	6,217	51.70%	5,936	50.92%	4.74%
<b>Median Age</b>	<b>37.00</b>		<b>36.7</b>		
<b>Total Housing Units</b>	<b>5,297</b>	<b>100.00%</b>	<b>5,174</b>	<b>100.00%</b>	<b>2.38%</b>
Total: Occupied Housing Units	4,879	92.11%	4,699	90.82%	3.83%
Total: Vacant Housing Units	418	7.89%	475	9.18%	-12.00%
Population in occupied housing units: Owner-occupied	7,468		7,052		5.90%
Population in occupied housing units: Renter-occupied	4,341		4,507		-3.68%
<b>Total Households</b>	<b>4,329</b>		<b>4,127</b>		<b>4.89%</b>
Average Household Size	2.73		2.46		10.98%
Average Family Size	3.52		3.16		11.39%
Median Household Income	\$ 66,769		\$ 57,180		16.77%
Mean Household Income	\$ 131,312		\$ 77,761		68.87%

*Information provided above was obtained at <https://www.census.gov/quickfacts/southmiamicityflorida>*



MAJOR INDUSTRIES AND/OR SERVICE CENTERS

The City’s economy is greatly influenced by the economic condition of the entire Miami-Dade County. The major businesses in the City are service-oriented, with the health care industry professional services, restaurant and retail shops, and education and administrative services being the main employers.

Below is the breakdown of businesses within the City by category:

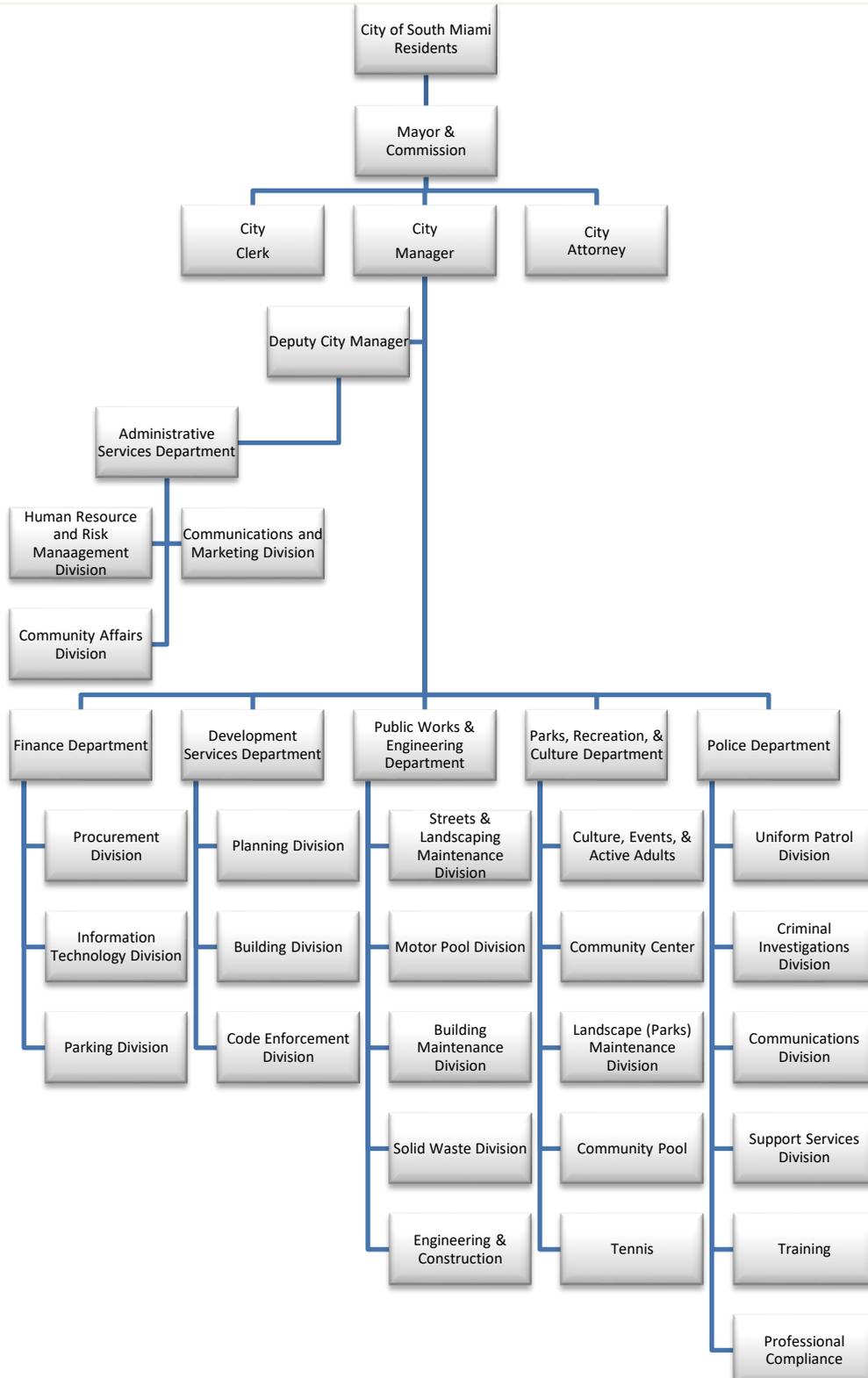
<b>*INDUSTRY BY CLASS OF WORKER</b>	<b>SECTOR ESTIMATE</b>
Construction	294
Manufacturing	308
Wholesale trade	256
Retail trade	310
Transportation and Warehousing, and Utilities	357
Information	186
Finance and Insurance, and Real Estate, and Rental and Leasing	363
Professional, Scientific, Management & Admin, and Waste Management Services	896
Educational Services, and Health Care and Social Assistance	1,418
Arts, Entertainment, and Recreation, and Accommodation and Food Services	602
Other Services, Except Public Administration	285
Public Administration	335
<b>TOTAL FOR ALL SECTORS</b>	<b>5,610</b>

Source: U.S. Census Bureau 2010 Form S2407 - Industry by Class of Work for the Civilian Employed Population 16-Years and Over

\* Information is based on data from year 2010. The Census data for year 2020 is not available as of the date of this report.



CITY OF SOUTH MIAMI ORGANIZATIONAL CHART





POSITIONS BY DEPARTMENT/DIVISION

POSITIONS BY DEPARTMENT		BUDGETED FY 2020	BUDGETED FY 2021	BUDGETED FY 2022	BUDGETED FY 2023	ADOPTED FY 2024
<b>CITY CLERK</b>						
Full Time	City Clerk	1	1	1	1	1
	Deputy Clerk II	1	1	1	1	1
	Deputy Clerk	1	1	1	1	1
<b>City Clerk Total</b>		<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>
<b>CITY MANAGER</b>						
Full Time	City Manager	1	1	1	1	1
	Deputy City Manager	1	0	0	1	1
	Assistant City Manager	0	1	1	0	0
	Executive Administrative Asst.	1	1	1	1	1
<b>City Manager's Office Total</b>		<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>
<b>ADMINISTRATIVE SERVICES DEPARTMENT</b>						
Full Time	Community Affairs Manager	0	0	0	0	1
	Communications & Marketing Manager	0	0	0	0	1
<i>Full Time Total</i>		<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>2</i>
Part Time	Town Center Ambassador	0	0	0	0	1
<i>Part Time Total</i>		<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>1</i>
<b>City Manager's Office Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</b>
<b>HUMAN RESOURCES &amp; RISK MANAGEMENT</b>						
Full Time	Personnel Manager	1	0	0	0	0
	Human Resources & Risk Manager	0	0	0	0	1
	Payroll & Benefits Administrator	1	1	1	1	0
	Human Resource Generalist	0	0	0	0	1
<b>Personnel Total</b>		<b>2</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>2</b>
<b>PROCUREMENT DIVISION</b>						
Full Time	Chief Procurement Officer	1	1	1	1	1
	Procurement Specialist	1	1	0	0	0
	Procurement and Media Specialist	0	0	1	1	1
<b>Procurement Total</b>		<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>FINANCE DEPARTMENT</b>						
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	0	0	0	0
	Accounts Payable Technician	0	1	1	1	1
	Accounts Receivable Technician	0	1	1	1	1
<i>Full Time Total</i>		<i>5</i>	<i>5</i>	<i>5</i>	<i>5</i>	<i>5</i>

continued



POSITIONS BY DEPARTMENT		BUDGETED FY 2020	BUDGETED FY 2021	BUDGETED FY 2022	BUDGETED FY 2023	ADOPTED FY 2024
<b>FINANCE DEPARTMENT</b> <i>continued</i>						
Part Time	Office Support	1	0	0	0	0
<i>Part Time Total</i>		1	0	0	0	0
<b>Finance Total</b>		<b>6</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>
<b>OFFICE OF THE DIRECTOR OF DEVELOPMENT SERVICES</b>						
Full Time	Director of Development Services	0	0	0	0	1
	Office Support	0	0	0	0	1
<b>Office of the Director of Development Services</b>						
<b>Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>
<b>BUILDING DIVISION</b>						
Full Time	Building Official/Director	1	1	1	1	1
	Chief Building Inspector	1	0	0	0	0
	Permits Coordinator	2	2	2	1	1
	Permits Coordinator & IT Liaison	0	0	0	1	1
<i>Full Time Total</i>		<b>4</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>
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	1	1	1	1
	Acting Building Official	0	0	0	0	1
<i>Part Time Total</i>		4	5	5	5	6
<b>Building Total</b>		<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>9</b>
<b>PLANNING DIVISION</b>						
Full Time	Planning Director	1	1	1	1	0
	Sr. Planner/Zoning Admin	2	2	2	2	2
	Grants Coordinator	1	0	0	0	0
	Office Support	1	1	1	1	0
<b>Planning Total</b>		<b>5</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>2</b>
<b>CODE ENFORCEMENT DIVISION</b>						
Full Time	Senior Code Enforcement Officer	1	1	1	1	1
	Code Enforcement Officers II	1	1	1	0	0
	Code Enforcement Officers I	1	1	1	1	1
	Local Business Tax Compl Officer	1	1	1	1	1
<b>Code Enforcement Total</b>		<b>4</b>	<b>4</b>	<b>4</b>	<b>3</b>	<b>3</b>
<b>PW - OFFICE OF DIRECTOR OF PUBLIC WORKS &amp; ENGINEERING</b>						
Full Time	Director of Public Works & Engineering	0	0	0	0	1
	Director of Public Works	1	0	0	0	0
	Office Support	2	2	1	1	2
<i>Full Time Total</i>		<b>3</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>3</b>

*continued*



POSITIONS BY DEPARTMENT		BUDGETED FY 2020	BUDGETED FY 2021	BUDGETED FY 2022	BUDGETED FY 2023	ADOPTED FY 2024
<b>PW - OFFICE OF DIRECTOR OF PUBLIC WORKS &amp; ENGINEERING</b> <i>continued</i>						
Part Time	Office Support	0	0	2	2	0
<i>Part Time Total</i>		0	0	2	2	0
<b>PW-Office of Director Total</b>		<b>3</b>	<b>2</b>	<b>3</b>	<b>3</b>	<b>3</b>
<b>PW - BUILDING MAINTENANCE</b>						
Full Time	Lead Worker II	1	1	1	1	1
	Maintenance Worker II	1	1	1	1	1
<b>PW - Bldg Maint Total</b>		<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>PW - SOLID WASTE</b>						
Full Time	Heavy Equip Operator	7	4	4	4	0
	Heavy Equip Operator II (Funded by SW)	0	0	0	0	1
	Heavy Equipment Operator/Waste Collection Driver	0	0	0	0	3
	Lead Worker II	1	1	1	1	0
	Sanitation Crane Operator	0	2	2	2	0
	Crane Operator	0	0	0	0	2
	Sanitation Driver Operator	0	0	0	0	2
	Waste Collection Driver	2	2	2	2	1
<b>PW- Solid Waste Total</b>		<b>10</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>
<b>PW - STREETS</b>						
Full Time	Asst. Director of PW/Superint. of Maint	0	0	0	1	1
	Superintendent of Maint II	1	1	1	0	0
	Lead Worker	0	1	1	1	0
	Streets & Solid Waste Supervisor	0	0	0	0	1
	Maintenance Worker I (1 Parking)	2	1	2	4	4
	Maintenance Worker II	4	2	2	1	1
<b>PW-Streets Total</b>		<b>7</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>7</b>
<b>PW - MOTOR POOL</b>						
Full Time	Motor Pool Supervisor	1	1	1	1	1
	Auto Mechanic	2	2	2	2	2
<b>PW - Motor Pool Total</b>		<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>
<b>PW - ENG &amp; CONST</b>						
Full Time	Project Manager	1	1	1	1	1
	Associate Project Engineer	1	1	1	1	1
<b>PW - Engineering &amp; Const. Total</b>		<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>POLICE DEPARTMENT</b>						
Full Time	<b>SWORN</b>					
	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	4	4	4	4

*continued*



POSITIONS BY DEPARTMENT		BUDGETED FY 2020	BUDGETED FY 2021	BUDGETED FY 2022	BUDGETED FY 2023	ADOPTED FY 2024
<b>POLICE DEPARTMENT</b> <i>continued</i>						
	Sergeants	7	6	6	6	6
	Officers/Detectives	37	37	36	35	36
	Training Officer	1	1	1	1	1
<b>CIVILIAN EMPLOYEES</b>						
	Department Head Secretary	1	0	0	0	0
	Administrative Assistant	1	1	1	1	1
	Communications Manager	1	1	1	1	1
	Communications Officers	6	5	6	6	6
	<i>Full Time Total</i>	<b>61</b>	<b>59</b>	<b>59</b>	<b>58</b>	<b>59</b>
Part Time	Officers/Detectives	0	0	1	0	0
	<i>Part Time Total</i>	0	0	1	0	0
	<b>Police Department Total</b>	<b>61</b>	<b>59</b>	<b>60</b>	<b>58</b>	<b>59</b>
<b>PARKS, RECREATION, AND CULTURE DEPARTMENT</b>						
Full Time	Parks & Recreation Director	1	1	1	1	0
	Director of Parks, Recreation, & Culture	0	0	0	0	1
	Asst. Parks & Rec Director	1	1	1	1	1
	Administrative Assistant	1	1	1	1	1
	Recreation Leader	0	0	1	1	1
	Events & Senior Site Manager	0	0	1	1	0
	Culture, Events, & Active Adults Manager	0	0	0	0	1
	Events Coordinator	1	1	0	0	0
	Senior Site Manager	1	1	0	0	0
	Community Outreach Coordinator	0	1	1	1	0
	Active Adults & Events Leader	0	0	0	0	1
	<i>Full Time Total</i>	<b>5</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>
Part Time	Park Ranger	0	0	0	0	1
	<i>Part Time Total</i>	0	0	0	0	1
	<b>Parks &amp; Recreation Total</b>	<b>5</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>7</b>
<b>LANDSCAPE MAINTENANCE</b>						
Full Time	Parks Superintendent	1	1	1	1	1
	Lead Worker	1	0	0	0	0
	Maintenance Worker I	1	1	1	1	1
	Maintenance Worker II	1	1	1	1	1
	Maintenance Worker III	0	0	0	0	0
	<b>Landscape Maint Total</b>	<b>4</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>
<b>COMMUNITY CENTER</b>						
Full Time	Recreation Supervisor II	2	2	2	2	2
	Recreation Leader	3	3	3	4	4
	<i>Full Time Total</i>	<b>5</b>	<b>5</b>	<b>5</b>	<b>6</b>	<b>6</b>

*continued*



POSITIONS BY DEPARTMENT		BUDGETED FY 2020	BUDGETED FY 2021	BUDGETED FY 2022	BUDGETED FY 2023	ADOPTED FY 2024
<b>COMMUNITY CENTER</b> <i>continued</i>						
Part Time	Recreation Leader (PT)	3	3	3	3	3
	Recreation Aide (PT)	11	10	10	10	10
	Instructors	3	2	2	1	1
	Summer Recreation Aide Seasonal (PT)	8	7	7	7	7
	<i>Part Time Total</i>	<b>25</b>	<b>22</b>	<b>22</b>	<b>21</b>	<b>21</b>
	<b>Community Center Total</b>	<b>30</b>	<b>27</b>	<b>27</b>	<b>27</b>	<b>27</b>
<b>COMMUNITY POOL</b>						
Part Time	Lifeguard II	1	1	1	1	1
	Lifeguard	4	4	4	4	4
	<b>Community Pool Total</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>
<b>TENNIS</b>						
Full Time	Tennis Operations Supervisor	1	1	1	1	1
	Maintenance Worker 1	0	0	1	1	1
	Recreation Leader	0	0	0	1	1
	<i>Full Time Total</i>	<b>1</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>3</b>
Part Time	Recreation Aide (PT)	3	3	3	2	2
	Maintenance Worker 1	1	1	0	0	0
	<i>Part Time Total</i>	<b>4</b>	<b>4</b>	<b>3</b>	<b>2</b>	<b>2</b>
	<b>Tennis Total</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>
<b>TOTAL</b>						
	Full Time Total	131	122	123	124	130
	Part Time Total	39	36	38	35	36
	<b>Grand Total</b>	<b>170</b>	<b>158</b>	<b>161</b>	<b>159</b>	<b>166</b>



### **Additional Information Regarding Staffing Changes**

Over the last ten years, the City has eliminated over 20 positions, many of which have been combined with other positions, and has created an organization where staff can wear many hats. The historical combined responsibilities have placed undue burden on functions and gaps in level of services required to meet the expectations of the city. The below changes have been made to address some of these gaps:

- The Deputy City Manager currently serves in multiple capacities, with minimal support: Deputy City Manager, Personnel Manager, and Code Enforcement Manager. The proposed budget includes the addition of a Human Resources Manager to allow for expanded services in Human Resources and Risk Management (HR). Additionally, it will allow the Deputy Manager to manage the divisions within the Administrative Services Department, and oversee priority projects, strategic partnerships, strategic planning and organizational excellence, and the City Manager’s Office workflow. For our Human Resource and Risk Management Department, the role & position title changed for the City’s Payroll & Benefits Administrator and is now the Human Resource Generalist, as well.
- The proposed budget also includes the addition of an Administrative Services Department. The Department would be overseen by the Deputy City Manager. The Administrative Services Department would consist of three (3) Divisions: Human Resources and Risk Management (currently Personnel Division), Communications and Marketing Division, and a Community Affairs Division. The Communications and Marketing Manager has been added to improve City communication with residents and businesses within our community. The Community Affairs Manager will focus on special projects, constituent outreach, and would be responsible for follow-up on items for the City and City Commission, along with outreach for Town-Center focused issues, and strategic partnerships, along with SoMi connect liaison. There is also the addition of a part-time Town Center Ambassador which would be a “boots-on-the-ground” individual, a part time basis, during early evening hours and weekends, to have a visible presence and assist businesses and visitors within area.
- The Planning Director position is being changed to the Director of Development Services. This position will now oversee the Planning, Building, and Code Enforcement Divisions. The proposed Budget merges the three aforementioned areas into a “Development Services Department,” to be overseen by one Director. The proposal is to change the “Planning Director” position to “Director of Development Services” with an increase in the proposed salary to account for additional duties. Planning, Building, and Code are all interrelated and work hand-in-hand on a daily basis. Having one Director who oversees all three areas will be beneficial to ensure projects and permits are moved through the necessary channels in an expeditious manner.



- A part-time position was added for an Acting Building Official, which was already in place since September of 2022.
- The budget includes a change in title from the “Public Works Department” to the “Public Works and Engineering Department,” and provides for the addition of a Public Works and Engineering Director. The Public Works Department has not had a dedicated Director in several years. The Department has several divisions that require intentional focus and direct oversight. The department has also converted 2 part-time office support positions to 1 full-time office support position.
- Some position title changes were made to the Public Works Streets & Landscaping and Solid Waste Divisions.
- The Community Outreach Coordinator retired from the Parks, Recreation, & Culture Department. The position has now been reclassified to an Active Adults & Events Leader, which will assist the Culture, Events, & Active Adults Manager (Formerly the Events & Senior Site Manager).
- One additional full-time police officer position was added.



**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.

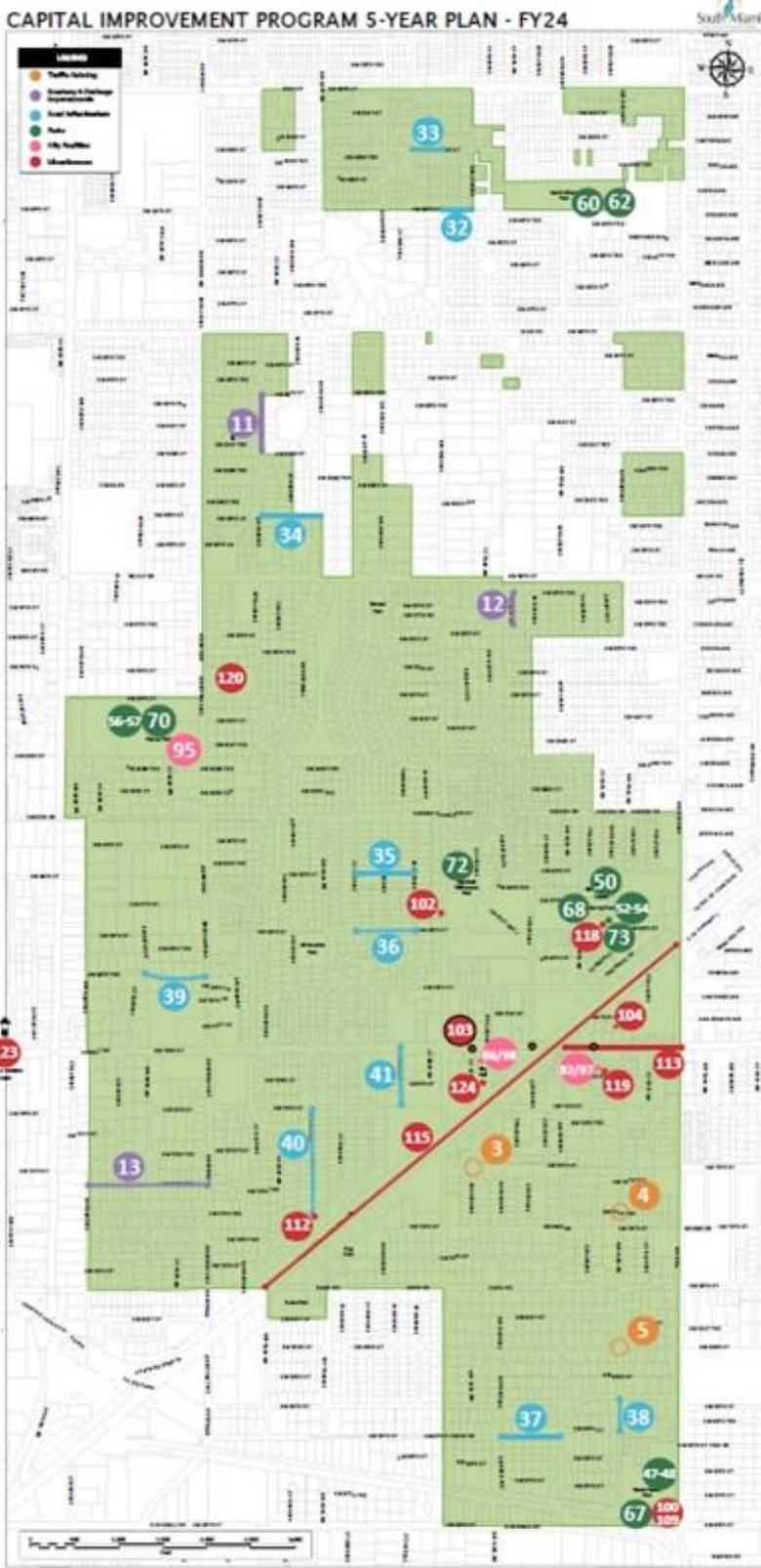
The City of South Miami uses Government Accounting Standards Board (GASB) 34 Guidance in defining capital assets and depreciation.

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	\$5,000	\$5,000
Vehicle	\$5,000	\$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.

During the budgeting process, a Capital Improvements Projects Workshop is held with the City Commission to determine what projects will be part of the 5-year plan.





**ALL REQUESTS FOR CAPITAL IMPROVEMENT PROGRAM 5-YEAR PLAN**

PROJECT DESCRIPTION		SOURCE	FY 23	Estimated Expenses FY 23	FY 24	FY 25	FY 26	FY 27	FY 28
<b>TRAFFIC CALMING</b>									
1	Miscellaneous Traffic Calming	PTP		73,399	100,000	100,000	100,000	100,000	100,000
2	Traffic Calming Speed Humps Construction at 2 5 Locations	PTP	37,500	20,000					
3	Traffic Circle Construction at SW 76 ST & 61 AVE	PTP	125,000	0	150,000				
4	Traffic Circle Construction at SW 77 TER & 58 AVE	PTP	125,000	0	150,000				
5	Traffic Circle Construction at SW 58 AVE & 82 ST	PTP	125,000	0	150,000				
6	Traffic Circle Design at SW 62 PL / 58 ST/ 63 AVE / 57 DR Intersection	PTP	150,000	0					
<b>SUBTOTAL FOR TRAFFIC CALMING</b>			<b>562,500</b>	<b>93,399</b>	<b>550,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>
<b>ROADWAY &amp; DRAINAGE IMPROVEMENTS</b>									
7	Drainage Improvements SW 81 ST East of SW 62 AVE (Design FY22/Const FY23)	SWDTF							
		ARPA	150,000	93,998					
8	Drainage Improvements SW 59 AVE from SW 64 ST to SW 66 ST (Design FY22/Const FY23)	SWDTF		180,000					
		ARPA	150,000						
9	Drainage Improvements SW 63 AVE from SW 69 ST to 70 ST (Design FY22/Const FY23)	SWDTF		174,610					
		ARPA	100,000	25,390					
10	Drainage Improvement Sunset DR & SW 61 CT (Const FY23)	ARPA	30,000	90,584					
11	Drainage Improvements SW 65 AVE between SW 50 ST to SW 52 ST (Design / Construction FY24)	CIP (GF)			170,000				
		SWDTF			30,000				
12	Drainage Improvements Sw 59th Place from SW 56 Ter to Cul-de-Sac (Design / Construction FY24)	CIP (GF)			170,000				
		SWDTF			30,000				
13	Drainage Improvements SW 76 Terr between SW 67 Ave to SW 69 Ave (Design / Construction FY24)	CIP (GF)			170,000				
		SWDTF			30,000				
<b>SUBTOTAL FOR ROADWAY &amp; DRAINAGE IMPROVEMENTS</b>			<b>430,000</b>	<b>564,582</b>	<b>600,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>ROAD INFRASTRUCTURE</b>									
14	South Miami Intermodal Transportation Plan - Mobility	PTP	110,000	110,000					
15	Citywide Sidewalk Repairs	PTP	50,000	50,046	50,000	50,000	50,000	50,000	50,000
16	Citywide Street Improvements / Resurfacing	PTP	50,000	37,921	55,000	60,000	65,000	70,000	70,000
		LOGT	100,000		100,000	100,000	100,000	100,000	100,000
17	Road Resurfacing - SW 57 DR from SW 58 ST to SW 62 AVE	PTP	75,000	0					
18	Road Resurfacing - SW 68 CT from 62 TER to 64 ST	PTP	15,000	13,936					
19	Road Resurfacing - SW 63 ST from 68 CR to 67 CT	PTP	15,000	22,996					
20	Road Resurfacing - SW 85 ST from 58 AVE to 59 AVE	PTP	13,000	19,996					
21	Road Resurfacing - SW 77 TER from 58 AVE to 59 AVE	PTP	20,000	19,696					
22	Road Resurfacing - SW 74 ST from 65 AVE to 64 CT	PTP	15,000	17,596					
23	Road Resurfacing - SW 64 CT from 64 ST to 62 TER	PTP	17,500	16,409					
24	Road Resurfacing - SW 63 CT from 64 ST to 62 TER	PTP	17,500	15,809					
25	Road Resurfacing - SW 66 ST from 62 CT to 63 CT	PTP	25,000	25,385					
26	Road Resurfacing - SW 62 CT from 69 ST to 68 ST	PTP	10,000	12,196					
27	Road Resurfacing - SW 49 ST from SW 57 to 58 AVE	PTP	20,000	20,896					
28	Road Resurfacing - SW 50 ST from SW 57 to 58 AVE	PTP	20,000	19,696					
29	Road Resurfacing - SW 59 PL from SW 56 TER to Cul-de-sac	PTP	25,000	18,814					
30	Road Resurfacing - SW 59 CT from SW 56 TER to Cul-de-sac	PTP	25,000	19,409					
31	Road Resurfacing - SW 56 TER from SW 59 CT and 59 PL	PTP	15,000	9,814					
32	Road Resurfacing - SW 44 ST from SW 62-61 AVE	PTP			15,500				
33	Road Resurfacing - SW 42 ST from SW 62 CT to 62 AVE	PTP			12,750				
34	Road Resurfacing - SW 54 ST from SW 64 AVE to 65 AVE	PTP			13,250				
35	Road Resurfacing - SW 66 ST from SW 63 CT to 62 CT	PTP			24,000				
36	Road Resurfacing - SW 68 ST from SW 62 CT to 63 CT	PTP			22,500				

*continued*



	PROJECT DESCRIPTION	SOURCE	FY 23	Estimated Expenses FY 23	FY 24	FY 25	FY 26	FY 27	FY 28
	<b>ROAD INFRASTRUCTURE <i>continued</i></b>								
37	Road Resurfacing - SW 85 ST from SW 60 AVE to 59 AVE	PTP			25,000				
38	Road Resurfacing - SW 58 AVE from SW 84 – 85 ST	PTP			14,500				
39	Road Resurfacing - SW 69 TR from SW 67 AVE to 68 AVE	PTP			16,500				
40	Road Resurfacing - SW 64 CT from SW 74 ST to Street end	PTP			18,500				
41	Road Resurfacing - SW 62 PL from SW 72- 74 ST	PTP			25,000				
	<b>SUBTOTAL FOR ROAD INFRASTRUCTURE</b>		<b>638,000</b>	<b>450,609</b>	<b>392,500</b>	<b>210,000</b>	<b>215,000</b>	<b>220,000</b>	<b>220,000</b>
	<b>PARKS</b>								
42	Citywide Park Improvements	PFIF			250,000	250,000	250,000	250,000	250,000
43	Citywide Parks Improvement - Miscellaneous	CIP (GF)	150,000	116,000					
44	Citywide Parks Master Plan - Improvements	CIP (GF)	50,000	0					
45	Citywide ADA Transition Plan - Improvements	CIP (GF)	50,000	0					
46	10-Year (2026-2035) Citywide Parks & Recreation Master Plan Study	CIP (GF)				135,000			
47	Dante Fascell Park - Tennis Clay Court Resurfacing	ARPA	100,000						
		PFIF		226,000	90,000				
48	Dante Fascell Building - FY23 Design / Construction FY24	CIP (GF)	1,500,000	0	2,000,000				
		ARPA			1,000,000				
49	Fuchs Park- New Pathway Lighting Design FY23 / Const FY23	CIP (GF)							
		ARPA	220,000	279,237					
50	GBCC - Fitness Center Equipment Replacement	CIP (GF)			10,000	10,000	10,000	10,000	10,000
51	Murray Park Aquatic Center - New Impeller/Pump Housing	CIP (GF)				13,000			
52	Murray Park Aquatic Center - New Pool Heaters (2) & 1 Bathroom Heater (1)	CIP (GF)			30,000				
53	Murray Park - Replace/Repair Ball Field Fencing	ARPA	65,000		65,000				
54	Murray Park - Retrofit Field Lighting to LED	PFIF			300,000				
55	Palmer Park - Retrofit Field Lighting to LED	CIP (GF)				750,000			
56	Palmer Park - Design Plans for Facility Structural & Reroof Improvements	CIP (GF)			30,000				
57	Palmer Park - Laser-Grade Fields	CIP (GF)			45,000		45,000		45,000
58	South Miami Park - Restroom w/ Concession Stand Building (construction)	CIP (GF)							
		ARPA	750,000	1,500,000					
59	South Miami Park - Sports Field Lights Improvements	CIP (GF)		776,100					
60	South Miami Park - Artificial Turf Improvements	CIP (GF)	500,000	0	3,700,000				
61	South Miami Park - Open Space Improvements Btw. Picnic Shelters	CIP (GF)				200,000			
62	South Miami Park - Design Study for Parking Lot & Drainage Improvements & Parking Safety Lighting	PFIF			75,000				
		CIP (GF)							
63	Miscellaneous Park Furniture	CIP (GF)	5,000	0					
		ARPA	50,000						
		PFIF		20,000					
64	Fully Inclusive Playground Components	ADA		30,000					
		ARPA	150,000	472,243					
65	South Miami Park - Picnic Facilities - Design & Construction	ARPA	150,000	472,243					
66	Dante Fascell Park - Pickleball Court	CIP (GF)	50,000	0					
67	Dante Fascell Park-Replace Outdated Outdoor Fitness Equipment	PFIF			50,000				
68	Murray Park-Basketball Court Resurfacing & New Natural Playing Turf	PFIF		20,000	140,000				
69	Brewer Park-Hard Court Resurfacing	ARPA		60,000					
70	Palmer Park-New Natural Playing Turf	ARPA			435,600				
71	Marshall Williamson-Tennis Court Resurfacing	ARPA		20,000					
72	Marshall Williamson-Outdoor Fitness Equipment	ARPA			40,000				
73	Mobley Building Improvements (Plumbing, room enhancements, furniture, etc.)	CIP (GF)			75,000				

*continued*



	PROJECT DESCRIPTION	SOURCE	FY 23	Estimated Expenses FY 23	FY 24	FY 25	FY 26	FY 27	FY 28
	<b>PARKS continued</b>								
74	Improvements for Bay 1 of Mobley building for Classroom environment/Entrepreneur Program	CIP (GF)			40,000				
	<b>SUBTOTAL FOR PARKS</b>		<b>3,640,000</b>	<b>3,519,580</b>	<b>8,375,600</b>	<b>1,358,000</b>	<b>305,000</b>	<b>260,000</b>	<b>305,000</b>
	<b>FLEET REPLACEMENT</b>								
75	Police Vehicles and Equipment (7 Vehicles)	CIP (GF)	330,000	330,000	430,000	330,000	330,000	330,000	330,000
76	Police Trailer- Speed/Message Board/License Plate Reader	CIP (GF)			65,000				
77	Trash Truck	CIP (GF)	120,000	142,990					
78	Pick-up Truck for Public Works	CIP (GF)	40,000	40,000	35,000				
79	P&R Dept. 16-Passenger Bus for Senior Center	CIP (GF)			150,000				
80	P&R Dept. Pickup Vehicle & Wrap	CIP (GF)			50,000				
81	P&R Dept. Passenger Vans (1 Van FY23/1 Van FY25)	CIP (GF)	40,000	55,000		60,000			
82	Public Works Replacement Bucket Truck	CIP (GF)	170,000	170,000					
83	Trash Crane for Public Works	CIP (GF)			235,000				
	<b>SUBTOTAL FOR FLEET REPLACEMENT</b>		<b>700,000</b>	<b>737,990</b>	<b>965,000</b>	<b>390,000</b>	<b>330,000</b>	<b>330,000</b>	<b>330,000</b>
	<b>CITY FACILITIES</b>								
84	Sylva Martin - New Roof	CIP (GF)	70,000	43,580					
85	Head Start School -New Roof	CIP (GF)	75,000	66,275					
86	Sylva Martin - Air Conditioner Replacement	CIP (GF)	18,000	0	20,000				
87	Police Department Garage - New Roof	CIP (GF)	45,000	15,100					
88	New A/C for Mayor & Commission Office	CIP (GF)		16,950					
89	SM Parking Garage - Pressure Cleaning	CIP (GF)	20,000	20,000					
90	SM Parking Garage - Striping	CIP (GF)	10,000	0					
91	SM Parking Garage-Security Cameras	CIP (GF)	150,000	136,478					
92	SM Parking Garage-General Improvements & Wayfinding signage	CIP (GF)	50,000	49,000	250,000				
93	SM Parking Garage-5 Emergency Blue Buttons	CIP (GF)	40,000	0					
94	SM Parking Garage-2 Double Electric Charging Stations	CIP (GF)	84,383	75,081					
95	Palmer Park Reroof (restroom/concession area)	CIP (GF)			25,000				
96	Public Works Tank Replacement	CIP (GF)	500,000	110,000					
97	New A/C unit for the Parking Garage	CIP (GF)			10,000				
98	New A/C for the City Hall Second Floor	CIP (GF)			10,000				
99	New A/C for the Basketball Gymnasium in the Community Center	ARPA	0	74,777					
	<b>SUBTOTAL FOR CITY FACILITIES</b>		<b>1,062,383</b>	<b>607,241</b>	<b>315,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>MISCELLANEOUS</b>								
	Sewer Phase 1 of Sub-Area K for Sewer into Dante Fascell Comm. Bldg.	CIP (GF)		65,000					
100	Sub-Area K Septic to Sewer Improvements	FDEP			1,800,000				
		GOB			519,000				
101	Citywide Directional Street Signs Replacement	PTP	10,000	10,000	10,000	10,000	10,000	10,000	10,000
102	Bus Shelter west side of SW 62nd Ave near South Miami Senior Center	PTP			55,000				
103	Internally Illuminated Pavement Markers Sunset Dr & SW 61 CT /City Hall/59 PL/58 Ct	PTP			50,000				
104	Surface Lot B - SW 58th Ave & SW 71st Street - New Lighting	CIP (GF)			65,000				
105	Pedestrian Bridge Over US-1 between SW 57 AVE & SW 72 ST Design	ARPA	0	47,856					
106	Citywide Tree Replacement Trust Fund	TTF	25,000	4,975	25,000	25,000	25,000	25,000	25,000
107	Citywide Landscape Program (Planning / Construction) & Right-of-way beautification and landscaping	CIP (GF)			200,000				
		ARPA	0	220,421					
108	SW 84 ST Median Improvement between SW 58 AVE to 59 AVE	TTF		20,000					
		PTP	65,000	0					
109	Art and Sculpture Installations	CIP (GF)	100,000	35,000	100,000				
110	Citywide Striping	PTP	20,000	15,000	20,000	20,000	20,000	20,000	20,000
111	Signage for Community Rating System	CIP (GF)	28,125		15,000	10,000	10,000	5,000	5,000
112	Manor Lane Culvert Replacement / SW 64th CT over Twin Lakes Drive - Design	ARPA	50,000	0					
		CIP (GF)		168,976	800,000				

continued



PROJECT DESCRIPTION		SOURCE	FY 23	Estimated Expenses FY 23	FY 24	FY 25	FY 26	FY 27	FY 28
<b>MISCELLANEOUS</b> <i>continued</i>									
113	Sunset DR between US-1 and SW 57 - Pedestrian Lighting Design/Roadway & Beautification Project/Town Center Improvements	CIP (GF)	100,000	4,900	175,000	1,178,294			
		FDOT			787,500				
114	Holiday Lighting	CIP (GF)	25,000	25,000	50,000	25,000	25,000	25,000	25,000
115	Underline Beautification	CIP (GF)	50,000	0					
116	Downtown Rebranding	CIP (GF)	50,000	0					
117	Marshall Williams Sculpture	CIP (GF)	30,000	10,000					
118	Multi-Sensory Room	CIP (GF)	20,000	20,000	5,000				
119	Municipal Garage - Design Study for Rooftop Park	CIP (GF)							
120	Design Study: Girl Scout Little House Property Improvements	PFIF			75,000				
121	Final Design & Permit for New Police Station	ARPA	650,000	0					
123	Tire Changing Machine (Motor Pool)	CIP (GF)			14,000				
124	Commission Chambers Seating and Flooring Upgrades	CIP (GF)			50,000				
125	Pedestrian Crossing from Brewer Park to North Neighborhood at SW 56th Street & SW 63rd Ave	CIP (GF)			75,000				
<b>SUBTOTAL FOR MISCELLANEOUS</b>			<b>1,223,125</b>	<b>647,128</b>	<b>4,890,500</b>	<b>1,268,294</b>	<b>90,000</b>	<b>85,000</b>	<b>85,000</b>
<b>TOTAL CAPITAL IMPROVEMENTS BY YEAR</b>			<b>8,256,008</b>	<b>6,620,528</b>	<b>16,088,600</b>	<b>3,326,294</b>	<b>1,040,000</b>	<b>995,000</b>	<b>1,040,000</b>



**CAPITAL IMPROVEMENT PLAN FUND SUMMARY**

CODE	SOURCE OF FUNDS	FY 23	Estimated Expenses FY 23	FY 24	FY 25	FY 26	FY 27	FY 28
<b>CIP (GF)</b>	Capital Improvement Fund (Funded from GF)	4,470,508	2,491,430	<b>9,269,000</b>	2,711,294	420,000	370,000	415,000
<b>CDBG</b>	Comm. Development Block Grant	0	0	<b>0</b>	0	0	0	0
<b>FRDAP</b>	FL Recreation Dev. Assistance Program	0	0	<b>0</b>	0	0	0	0
<b>FDEP</b>	Florida Department of Environmental Protection	0	0	<b>1,800,000</b>	0	0	0	0
<b>GOB</b>	MDC General Obligation Bond	0	0	<b>519,000</b>	0	0	0	0
<b>LEFTF</b>	Law Enforcement Forfeiture Trust Fund	0	0	<b>0</b>	0	0	0	0
<b>LOGT</b>	Local Option Gas Tax	100,000	0	<b>100,000</b>	100,000	100,000	100,000	100,000
<b>PTP</b>	People Transportation Plan	1,195,500	569,008	<b>977,500</b>	240,000	245,000	250,000	250,000
<b>SWDTF</b>	Stormwater Drain Trust Fund	0	354,610	<b>90,000</b>	0	0	0	0
<b>TAP</b>	Transportation Alternatives Program (FDOT grant)	0	0	<b>0</b>	0	0	0	0
<b>FDOT</b>	Florida Department of Transportation	0	0	<b>787,500</b>	0	0	0	0
<b>TMDL</b>	Total Max. Daily Load - FDEP Water Quality Grant	0	0	<b>0</b>	0	0	0	0
<b>TTF</b>	Tree Trust Fund	25,000	24,975	<b>25,000</b>	25,000	25,000	25,000	25,000
<b>DEV</b>	Developer Contributions	0	0	<b>0</b>	0	0	0	0
<b>PED</b>	Pedestrian Crossing A.D.O. & Maint. Trust Fund	0	0	<b>0</b>	0	0	0	0
<b>PFIF</b>	Park Impact fund	0	266,000	<b>980,000</b>	250,000	250,000	250,000	250,000
<b>FEDF</b>	Federal Forfeiture Fund	0	0	<b>0</b>	0	0	0	0
<b>FLEG</b>	Florida Legislature	0	0	<b>0</b>	0	0	0	0
<b>PHEOC</b>	Police Headquarters and EOC Fund	0	0	<b>0</b>	0	0	0	0
<b>ART</b>	Art in Public Places	0	0	<b>0</b>	0	0	0	0
<b>ADA</b>	Americans with Disabilities Act	0	30,000	<b>0</b>	0	0	0	0
<b>ARPA</b>	American Rescue Plan Act	2,465,000	2,884,506	<b>1,540,600</b>	0	0	0	0
<b>TOTAL CIP BY YEAR</b>		<b>8,256,008</b>	<b>6,620,528</b>	<b>16,088,600</b>	<b>3,326,294</b>	<b>1,040,000</b>	<b>995,000</b>	<b>1,040,000</b>

**CAPITAL IMPROVEMENT PROGRAM DESCRIPTIONS**

**Fiscal Year 2023-2024**

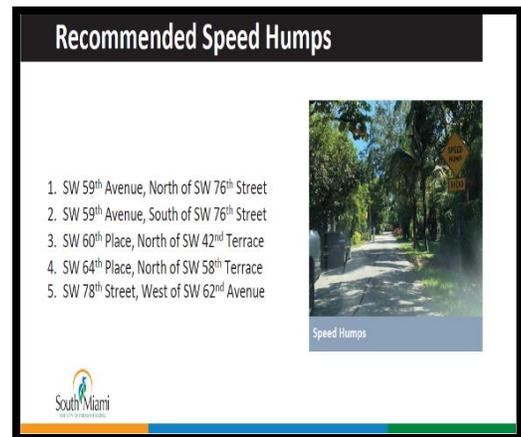
**TRAFFIC CALMING**

**Traffic Studies & Traffic Calming Devices**

The Citywide Traffic Calming Study recommended traffic calming measures for roadway segments that met the threshold values established for the City of South Miami in agreement with Miami-Dade County’s Department of Transportation and Public Works (DTPW).

As a result of this analysis, five (5) locations were proposed with traffic calming devices as follows:

- SW 59<sup>th</sup> Avenue, North of SW 76<sup>th</sup> Street
- SW 59<sup>th</sup> Avenue, South of SW 76<sup>th</sup> Street
- SW 60<sup>th</sup> Place, South of SW 42<sup>nd</sup> Street
- SW 64<sup>th</sup> Place, North of SW 58<sup>th</sup> Terrace
- SW 78<sup>th</sup> Street, West of SW 62<sup>nd</sup> Avenue



The City distributed a survey to the residents for concurrence on the proposed speed hump locations and only received approval for the speed humps located at SW 59 Ave Between SW 77 Ter & SW 76 St and at SW 59 Ave Between SW 76 St & SW 74 Terr. The City anticipate construction of speed humps at these two location in FY23.

And three locations were proposed for traffic circles as follows:

- SW 76<sup>th</sup> Street and SW 61<sup>st</sup> Avenue
- SW 77<sup>th</sup> Terrace and SW 58<sup>th</sup> Avenue
- SW 58<sup>th</sup> Avenue and SW 82<sup>nd</sup> Street

The proposed geometry for the traffic circle based on the Miami-Dade County standard conflicted with existing trees, hedges and landscape, power and communication poles and guy wire, catch basin, fire hydrant, and at some locations created some parking elimination and additional cost for re-construction. Based on this the City presented to Miami-Dade County other options which included smaller traffic circles used by other municipalities and was approved. The City will finalize the paving, grading and drainage plans for each circle and anticipate starting construction in FY24.

## **ROADWAY & DRAINAGE IMPROVEMENTS**

### **Drainage Improvements at SW 65<sup>th</sup> Avenue between SW 50<sup>th</sup> Street to SW 52<sup>nd</sup> Street, Drainage improvements SW 59<sup>th</sup> Place from SW 56<sup>th</sup> Terrace to Cul-de-sac, & SW 76<sup>th</sup> Terrace between SW 67<sup>th</sup> Avenue to SW 69<sup>th</sup> Avenue**

Potential flooding areas were identified and prioritized in the Stormwater Master Plan (SMP) as well as reported by residents. The study and reporting of areas have identified 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 system 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.

Road resurfacing was performed at the following locations:

- Road Resurfacing - SW 44 ST from SW 62-61 AVE
- Road Resurfacing - SW 42 ST from SW 62 CT to 62 AVE
- Road Resurfacing - SW 54 ST from SW 64 AVE to 65 AVE
- Road Resurfacing - SW 66 ST from SW 63 CT to 62 CT
- Road Resurfacing - SW 68 ST from SW 62 CT to 63 CT
- Road Resurfacing - SW 85 ST from SW 60 AVE to 59 AVE
- Road Resurfacing - SW 58 AVE from SW 84 – 85 ST
- Road Resurfacing - SW 69 TR from SW 67 AVE to 68 AVE
- Road Resurfacing - SW 64 CT from SW 74 ST to Street end
- Road Resurfacing - SW 62 PL from SW 72- 74 ST



## **PARKS**

### **Citywide Parks Improvements**

This fund serves to support miscellaneous elements, master plan advancements, and ADA transition improvements (*address physical accessibility improvements*) throughout the City's Park system. Furthermore, the fund is used for unforeseen projects, fill gaps for under budgeted projects, and new capital improvement initiatives that occur within the fiscal year.

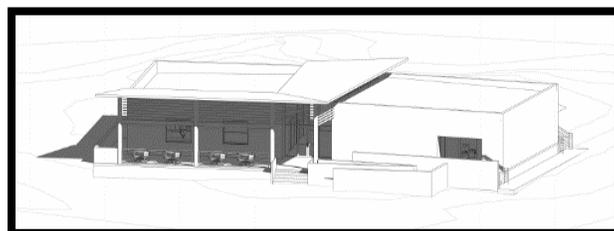
### **Dante Fascell Park – Tennis Court Resurfacing**

This project consists of cleaning the south courts numbered 1, 2, and 3 of all excess dead material, surface algae, mold, etc.; mechanically scarify the entire court surface; remove excess material from low end of court; add the required amount of new court surface material to each court (minimum 60-70 tons of clay material); laser grade the entire court surface; water and compact the entire tennis court surface; remove existing line tape and install new line tape on each of the courts; groom the courts and leave in ready to play condition; apply long-term algaecide to each court to inhibit future organic growth; and repaint existing net post.



### **Dante Fascell Park – New Multipurpose Facility Construction**

The existing building has operational shortcomings and arguably no longer meets the community's needs. There is no indoor program space for youth tennis participants and very minimum shelter available for participants during inclement weather. The proposed community building is one-story, approximately 3,525 square feet and features a multipurpose room, concession service area, public restroom facilities, storage facilities, and office space. This project also incorporates the replacement of the run/walk rubber trail and construction of two (2) new outdoor pickleball courts.





### **Gibson Bethel Community Center – Fitness Center Equipment Replacement**

This project consists of phasing out older cardio and strength equipment over a 5-year period and upgrading the facility so that members can consistently experience a new, clean, and welcoming environment with affordable membership options and access to high-quality equipment.

### **Murray Park Aquatic Center – New Pool & Bathroom Heaters**

The existing heaters are reaching the end of their useful life. This improvement consists of replacing two (2) heaters for the main pool and one (1) heater for the public restroom facilities.

### **Murray Park – Fence Replacement**

Project entails replacing the existing run-down perimeter fence system along the main playing athletic field with either a 4' or 6' ft. chain-link fence with top safety fence padding.

### **Murray Park – Retrofit Field Lighting to LED**

In effort to save and/or reduce both running and maintenance costs, this project entails converting metal halogen with LED sports lighting. LED lighting is more energy-efficient, durable, and produces better quality lighting/illumination.



### **Palmer Park – Design Plans for Facility Structural & Reroof Improvements**

Design work entails structural plans for a creative and efficient use of limited space, interior wall removal, replacement of deteriorated wood, increasing the height of the interior ceiling, and reroofing improvements.

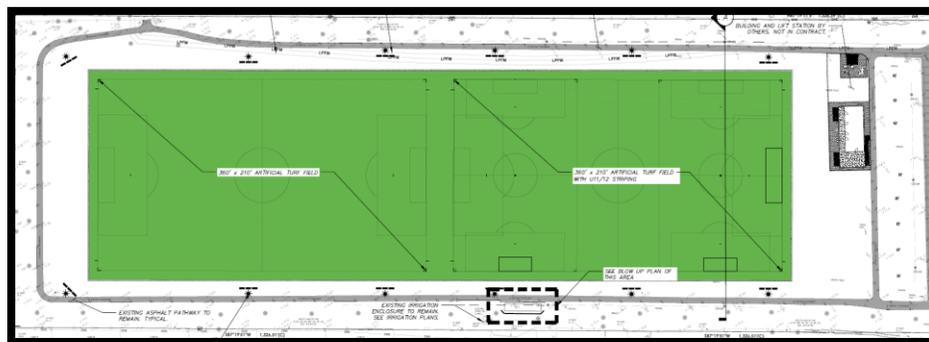
### Palmer Park – Infield Laser-Grade

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; improve drainage issues, pitcher’s mound, new plates and circle repairs.



### South Miami Park – Artificial Turf Improvements

This projects entails multiple, multipurpose artificial fields. Unlike natural athletic fields which only allows for 600 hours per year for programming, artificial turf can be used roughly 3,000 hours a year (*average of 8 hours per day, 7 days per week*), and is designed to be rapidly draining allowing play to take place in the rain and immediately afterwards without damage to the turf. An artificial turf field is far more uniform and consistent than a natural turf field. Moreover, artificial turf provides environmental benefits such as the conservation of water, no fossil fuel consumption for mowing, no fertilizers, herbicides and pesticides, and most of the product is recyclable.



### South Miami Park – Design Study for Parking Lot Improvements

The aforementioned design study will explore parking lot expansion opportunities, accessibility access points, road repairs, parking lighting, signage, crosswalk, and drainage improvements.

### Dante Fascell Park – Outdated Outdoor Fitness Equipment

This project entails the replacement of old equipment and parts.



### **Murray Park – Basketball Court Resurfacing & New Natural Playing Turf**

This capital project includes complete hard court resurfacing (basketball & volleyball lines) and new natural field turf at the main multipurpose athletic field.

### **Palmer Park – New Natural Playing Turf**

Project details feature soil upgrades, new natural field turf within the open green space area, and improvements to the existing irrigation system.

### **Marshall Williamson – New Outdoor Fitness Equipment**

This capital project entails new, inclusive outdoor fitness equipment under the existing shelter. The shelter is underutilized and staff believes community members would benefit from having a centralized area to socialize and workout.



### **Mobley Building Improvements**

Building improvements involve replacement of five (5) a/c compressors, floor improvements (Suite 2 & 4), plumbing infrastructure upgrades, office furniture, and Parks standard signage.

### **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 seven vehicles.





The Police Department is also requesting the purchase of a trailer with an Automated License Plate Reader (ALPR). An ALPR is a speed monitoring analytics device which allows us to capture traffic data for analysis and planning of real time deployment of enforcement resources at those critical times. The ALPR also comes with an integrated license plate reader which reads up to 3 lanes of traffic in either direction simultaneously, these detections are checked with state and national crime data bases as well as FLDHSMV alerting officers in the area of potential felony vehicles or offenders. The trailer also has a display which can alert motorist of speeding and/or can be turned off to capture pure traffic data.



### **Parks Vehicle Fleet Replacement**

The Parks Department will be purchasing a new pickup truck as well as a 16-passenger van for the Senior Center.

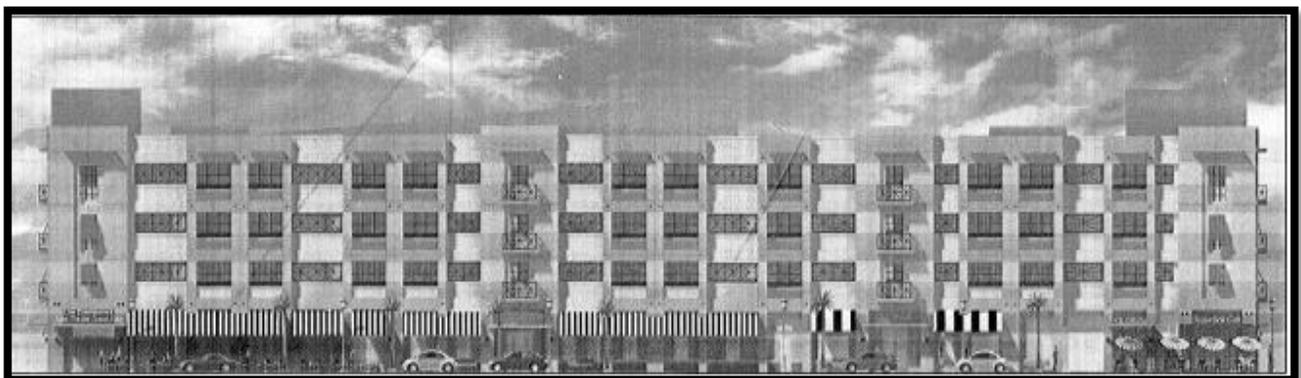
### **Public Works Vehicle Fleet Replacement**

The Public Works Department will be purchasing a new trash crane and a pick-up truck.

## **CITY FACILITIES**

### **South Miami Parking Garage**

A study is being conducted in FY23 to assess the need for any structure and joint repairs as well as any preventive maintenance that may be conducted on the newly acquired South Miami Municipal Parking Garage in an effort to extend its useful life and mitigate future potential issues and costs. Also new wayfinding signage will be placed in the Garage, as well as artwork, to improve the look and feel of the Parking Garage.





### **Other Facility Improvements**

Other Facility Improvements include new air conditioner for the Sylva Martin Building, Parking Garage Office, and City Hall's Second Floor. Also, the roof on the Palmer Park Restroom and Concession area will be replaced.

### **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.



#### **Sewer Phase 1 of Sub-Area K for Sewer into Dante Fascell Community Building**

This project will server to construct a new public sanitary system and pump station to connect a proposed Community building in a priority sea-level Rise area and provide public sanitary sewer system services to an additional forty three (43) homes along the project alignment which also allows for future expansion of the Sanitary System in the area. Existing properties are currently served by septic tank systems that are negatively impacting the City's groundwater/drinking water.

#### **Citywide Landscaping Program & Right of Way Beautification**

The Citywide Landscape Program was established to enhance the tree planting program to improve the aesthetics throughout the City and to provide tree coverage adjacent to sidewalks while providing increase walkability.

#### **Bus Shelter on West Side of 62 Avenue (Near Senior Center)**

This project will entail the design and construction of a roof over the bus stop that is on the west side of the street along SW 67th Avenue near the South Miami Senior Center.

#### **Internally Illuminated Pavement Markers Near City Hall Area**

The interaction between vehicles and pedestrians is a critical component of everyday life and the need to delineate the safety of the pedestrian crossings is daily becoming more critical. It is with this in mind that the City is moving forward on an endeavor to install several internally illuminated pavement markers for the public to use at multiple pedestrian crossings along Sunset Drive.

### **Surface Lot B – New Lighting**

The Surface Lot located at SW 58<sup>th</sup> Avenue and SW 71<sup>st</sup> Street is an integral part of the Downtown parking and lacks illumination. This project would provide a lighting component that would improve the visibility and safety to the patrons and visitors to the City of South Miami.

### **Art and Sculpture Installations**

Improvements entail additional art sculptures for the Colombian Sculpture Garden and landscape.



### **Citywide Striping**

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

### **Signage for Community Rating System**

The City is working on the CRS recertification and will be implementing “NO DUMPING” signs displayed over any of the drainage inlets and/or around the City.

### **Manor Lane Culvert Replacement**

The City of South Miami is working to replace the structurally deficient corrugated metal pipe (CMP) culvert located at SW 64<sup>th</sup> Court within the Twin Lakes Canal in South Miami, Florida which will provide safety, greater connectivity and promote pedestrian safety between the Manor Lane neighborhood and the existing Metrorail station and adjacent businesses.

### **Pedestrian Lighting Design & Town Center Improvements on Sunset Drive between US-1 and SW 57<sup>th</sup> Avenue**

The project will consist of the beautification of Sunset Dr (72<sup>nd</sup> Street) between US 1 and 57<sup>th</sup> Avenue. The project was completed for Landscape, hardscape including sidewalk improvements in accordance with the American with Disabilities Act (ADA), and lighting for Christmas



receptacles but was placed on hold to include pedestrian lighting, and Local Agency Program (LAP) requirement as the project received an award for construction and Construction Engineering & Inspection (CEI) for FY24. The new commission were not amicable to the elements of the project and have requested to have an urban planning completed for the corridor. The City has also requested the Florida Department of Transportation to move the construction and CEI awards from FY24 to FY26 in order to provide the timeline to finalize the urban plan and new design.

### **Multi-Sensory Room**

This project features new painting or sensory related devices to the north interior wall of the Sensory Room.

### **Design Study: Girl Scout Little House Improvements**

This design study will include a detailed tree survey and unified construction plan related to the shared use of the Girl Scout Little House Property.

### **Commission Chambers Seating and Flooring Upgrades**

Seating and carpet replacement is scheduled for FY24. Replacement of the current chairs in the South Miami Commission Chambers will not only allow for more comfortable seating, but the chairs will be movable, rather than bolted to floor, which will allow for a more versatile use of the Commission Chambers.



GENERAL FUND BUDGET



FY 2023-2024 GENERAL FUND REVENUES

ACCT NO.	ACCOUNT CLASSIFICATION	ACTUAL FY 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
<b>TAXES</b>						
<b>PROPERTY TAXES</b>						
0010000 3111000	AD VALOREM TAXES	8,267,282	8,592,925	8,979,103	8,979,103	9,817,571
0010000 3112000	AD VALOREM DELINQUENT	122,061	118,389	35,000	35,000	35,000
		<b>8,389,343</b>	<b>8,711,314</b>	<b>9,014,103</b>	<b>9,014,103</b>	<b>9,852,571</b>
<b>UTILITY TAXES</b>						
0010000 3141000	UTILITY TAX-ELECTRIC	1,405,514	1,517,367	1,405,000	1,530,000	1,530,000
0010000 3144000	UTILITY TAX - GAS	51,315	39,542	40,000	33,000	35,000
0010000 3149000	UTILITY TAX - MDC WATER	257,665	235,225	245,000	275,000	275,000
0010000 3150000	UNIFIED COMM SERVICES TAX	395,366	411,059	383,000	400,000	400,000
		<b>2,109,860</b>	<b>2,203,193</b>	<b>2,073,000</b>	<b>2,238,000</b>	<b>2,240,000</b>
<b>BUSINESS TAXES</b>						
0010000 3161000	LOCAL BUSINESS TAX-RENEWALS	568,090	591,514	570,000	592,000	585,000
0010000 3162000	LOCAL BUSINESS TAX NEW	77,453	79,946	90,000	90,000	90,000
0010000 3162100	BUSINESS TAX TRANSFER FEES	2,243	2,210	1,800	2,000	2,000
		<b>647,785</b>	<b>673,670</b>	<b>661,800</b>	<b>684,000</b>	<b>677,000</b>
<b>FRANCHISE TAXES</b>						
0010000 3231000	ELECTRICITY	1,057,423	1,245,185	1,060,000	1,250,000	1,250,000
0010000 3234000	GAS	20,175	39,887	18,000	32,800	35,000
0010000 3421021	TOWING ADMIN FEE	1,950	2,725	3,000	2,400	2,400
0010000 3434200	PRIVATE HAULERS PERMIT FEE	653,617	726,544	670,000	670,000	703,500
0010000 3623000	BUS BENCH ADS	13,440	9,360	13,650	9,360	9,360
		<b>1,746,605</b>	<b>2,023,701</b>	<b>1,764,650</b>	<b>1,964,560</b>	<b>2,000,260</b>
	<b>TOTAL TAXES</b>	<b>12,893,593</b>	<b>13,611,878</b>	<b>13,513,553</b>	<b>13,900,663</b>	<b>14,769,831</b>
<b>LICENSES &amp; PERMITS</b>						
0010000 3163000	LOBBYIST REGISTRATION FEE	15,500	13,000	15,000	15,000	15,000
0010000 3221000	BUILDING PERMITS	878,662	1,432,559	1,005,000	2,370,387	1,005,000
0010000 3221500	PUBLIC WORKS PERMITS	22,421	21,553	25,000	22,000	22,000
0010000 3293000	GARAGE SALES	560	420	500	500	500
0010000 3419030	CERT OF USE/OCCUPANCY	16,225	23,325	17,000	17,000	17,000
	<b>TOTAL LICENSES &amp; PERMITS</b>	<b>933,368</b>	<b>1,490,857</b>	<b>1,062,500</b>	<b>2,424,887</b>	<b>1,059,500</b>

*continued*



ACCT NO.	ACCOUNT CLASSIFICATION	ACTUAL FY 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
<b>INTERGOVERNMENTAL REVENUE</b>						
0010000	3121000	LOCAL OPTION TAXES	174,306	185,281	179,364	190,000
0010000	3315000	FED GRANT-FEMA REIMBURS.	0	0	0	4,335
0010000	3301000	OTHER FIN ASSIST FED-CARES ACT	697,250	0	0	0
0010000	3345000	STATE GRANT-FDEM REIMBURS.	0	0	0	35,737
0010000	3351012	STATE REVENUE SHARING	438,953	519,898	439,268	450,000
0010000	3351015	ALCOHOLIC BEVERAGE LICENS	12,032	12,839	16,000	14,000
0010000	3351018	LOCAL GOVT 1/2 C SALES TX	1,036,380	1,272,077	998,584	1,250,000
0010000	3382000	COUNTY LOCAL BUSINESS TAX	17,555	15,485	15,000	15,000
<b>TOTAL INTERGOVERNMENTAL REVENUE</b>			<b>2,376,476</b>	<b>2,005,580</b>	<b>1,648,215</b>	<b>1,959,072</b>
<b>CHARGES FOR SERVICES</b>						
0010000	3412000	ZONING HEARING FEES	104,450	33,220	50,000	30,000
0010000	3413000	ENVIRON REVW & PRESVT BRD	41,363	50,624	40,000	40,000
0010000	3413001	LIEN SEARCH FEES	18,960	19,988	17,000	11,080
0010000	3413002	EVENTS	7,660	7,263	4,000	3,000
0010000	3419051	BACKGROUND NOTARY&COPIES	31,376	23,528	23,000	24,014
0010000	3421010	POLICE SERVICES	43,821	56,671	35,000	32,250
0010000	3421025	SCHL CRSNG GRDS- CTY REIM	18,639	21,851	20,000	20,000
0010000	3434100	SOLID WASTE CHARGES	28,668	-206	28,500	29,300
0010000	3445100	PARKING PERMITS	72,500	100,296	139,000	139,000
0010000	3445200	PARKING METERS FRANCHISE	1,524,597	2,181,445	2,200,000	3,000,000
0010000	3445250	PARKING GARAGE	0	113,557	0	241,016
0010000	3445210	VALET PARKING	2,070	0	0	0
0010000	3445220	PARKING FUND REVENUE	43,037	21,263	24,065	24,000
0010000	3472620	TENNIS COURT FEES	562,332	637,496	580,000	600,000
0010000	3472630	RECREATION PROGRAM FEES	82,965	85,124	65,000	80,000
0010000	3472660	CONCESSION STANDS	0	3,600	3,600	3,600
0010000	3541050	ALARM REGISTRATION CHG	27,082	29,544	30,000	30,000
<b>TOTAL CHARGES FOR SERVICES</b>			<b>2,609,521</b>	<b>3,385,263</b>	<b>3,259,165</b>	<b>4,307,260</b>
<b>FINES &amp; FORFEITURES</b>						
0010000	3419040	CODE ENFORCEMENT FINES	62,349	155,310	50,000	80,000
0010000	3445300	PARKING VIOLATIONS	659,910	650,938	660,000	750,000
0010000	3511200	METRO COURT FINES	24,280	46,418	60,000	38,000
0010000	3511210	RED LIGHT CAMERAS	484,207	546,399	450,000	460,000
0010000	3540000	VIOLATIONS LOCAL ORDINANCES	18,886	18,648	18,000	21,376

continued



ACCT NO.	ACCOUNT CLASSIFICATION	ACTUAL FY 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
<b>FINES &amp; FORFEITURES</b> <i>continued</i>						
0010000	3541000 BURGLAR ALARM FINES	29,176	31,111	30,000	25,000	30,000
	<b>TOTAL FINES AND FORFEITURES</b>	<b>1,278,808</b>	<b>1,448,825</b>	<b>1,268,000</b>	<b>1,374,376</b>	<b>1,260,000</b>
<b>RENTS &amp; ROYALTIES</b>						
0010000	3472631 MULTIPURPOSE CNTR-RENTAL	14,929	32,404	20,000	25,000	25,000
0010000	3472632 MULTIPURPOSE CNTR-MEMBERSHIP	22,693	29,407	16,000	20,000	20,000
0010000	3472635 REC FEES/MURRAY PARK POOL	10,052	16,871	12,000	10,000	10,000
0010000	3472650 S MIAMI PARK SOCCER	43,320	47,463	49,835	49,835	25,525
0010000	3621100 PARKING GARAGE RENT	29,719	11,123	0	0	0
0010000	3622000 FASCELL PARK	17,406	37,418	35,000	40,000	40,000
0010000	3625000 RENT C.A.A.	29,226	29,810	30,400	30,406	31,015
0010000	3625010 RENT- MOBLEY BLDG	6,658	0	0	0	0
0010000	3627500 SOUTH MIAMI MIDDLE SCHOOL	22,995	24,145	24,628	25,352	26,620
0010000	3629000 PALMER PARK RENTALS	13,047	18,252	18,000	18,000	18,000
	<b>TOTAL RENTS &amp; ROYALTIES</b>	<b>210,045</b>	<b>246,893</b>	<b>205,863</b>	<b>218,593</b>	<b>196,160</b>
<b>GRANTS, CONTRIBUTIONS, &amp; DONATIONS</b>						
0010000	3669100 DONATION	253,228	28,215	0	8,630	0
	<b>TOTAL GRANTS, CONTRIBUTIONS, &amp; DONATIONS</b>	<b>253,228</b>	<b>28,215</b>	<b>0</b>	<b>8,630</b>	<b>0</b>
<b>INTEREST INCOME</b>						
0010000	3112100 AD VALOREM INTEREST	465	15	0	0	0
0010000	3612000 INTEREST INCOME	195,764	152,143	150,000	600,000	600,000
	<b>INTEREST INCOME</b>	<b>196,229</b>	<b>152,158</b>	<b>150,000</b>	<b>600,000</b>	<b>600,000</b>
<b>MISCELLANEOUS REVENUES</b>						
0010000	3669000 HOSPITAL LANDSCAPE REVENUE	7,337	6,339	5,695	5,695	10,285
0010000	3669600 CONTRIB FROM DEVELOP	0	0	0	0	250,000
0010000	3693000 SETTLEMENTS	0	0	0	7,010	0
0010000	3695000 REIMB WORKERS COMP.	11,560	0	0	0	0
0010000	3695400 REIMBT-PUB WORKS LABOR	0	3,000	0	0	0
0010000	3697000 GAIN/LOSS ON ASSET SALE	1,500	32,400	0	2,285	0
0010000	3699201 MISC. OTHERS	22,094	39,007	15,000	10,000	15,000
0010000	3699225 SUNSET DR MTCE-FDOT REIMB	3,980	3,980	3,980	3,980	3,980
0010000	3699250 INSURANCE CLAIMS RECOVERY	21,993	33,060	0	19,572	20,000
0010000	3699501 SECTION 185 STATE CONTRIB	109,815	116,838	117,000	117,000	165,197
	<b>TOTAL MISCELLANEOUS REVENUES</b>	<b>178,279</b>	<b>234,624</b>	<b>141,675</b>	<b>165,542</b>	<b>464,462</b>

*continued*



ACCT NO.	ACCOUNT CLASSIFICATION	ACTUAL FY 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
<b>TOTAL GENERAL FUND</b>		<b>20,929,546</b>	<b>22,604,292</b>	<b>21,248,971</b>	<b>24,959,023</b>	<b>24,557,560</b>
<b>OTHER SOURCES</b>						
0010000	3811000	CONTRIB. FROM OTHER FUNDS	0	1,008	0	0
0010000	3811500	TRANSFER STORMWATER FUND	150,000	150,000	150,000	150,000
<b>TOTAL OTHER FINANCIAL SOURCES</b>		<b>150,000</b>	<b>151,008</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>



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 \$2,616,274,873. This valuation represents a 10.72% increase from the FY 2022-2023 level of \$2,362,980,956. The estimated revenue amount is calculated using the tax rate of 3.9500, which is reduced from the rate of 3.9999 from the previous year.



**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 31<sup>st</sup> is 3%
- January 31<sup>st</sup> is 2%
- February 28<sup>th</sup> 1%
- Taxes become delinquent if not paid by March 31<sup>st</sup>.
- The tax sale commences on or before June 1<sup>st</sup>.

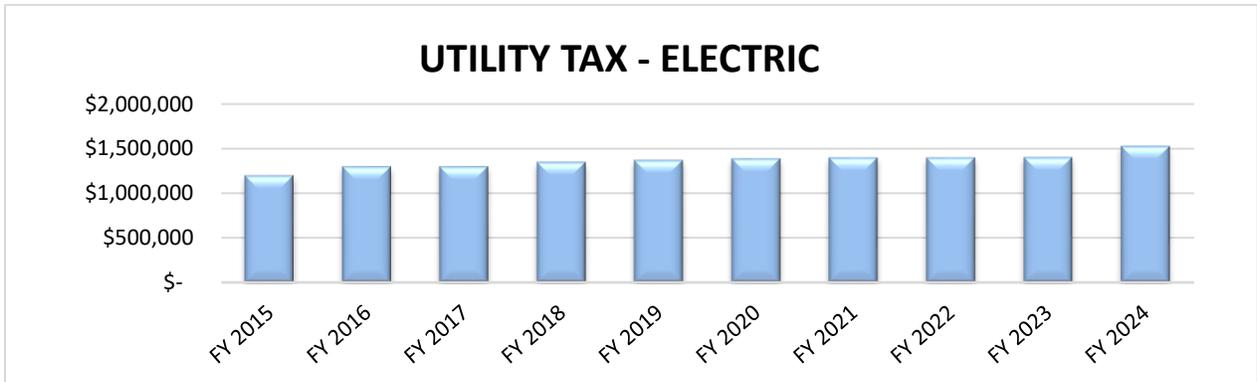
The City normally receives two distributions of Ad Valorem Tax Revenues in November and two distributions in December and then after monthly. After the tax certificate sale is completed in



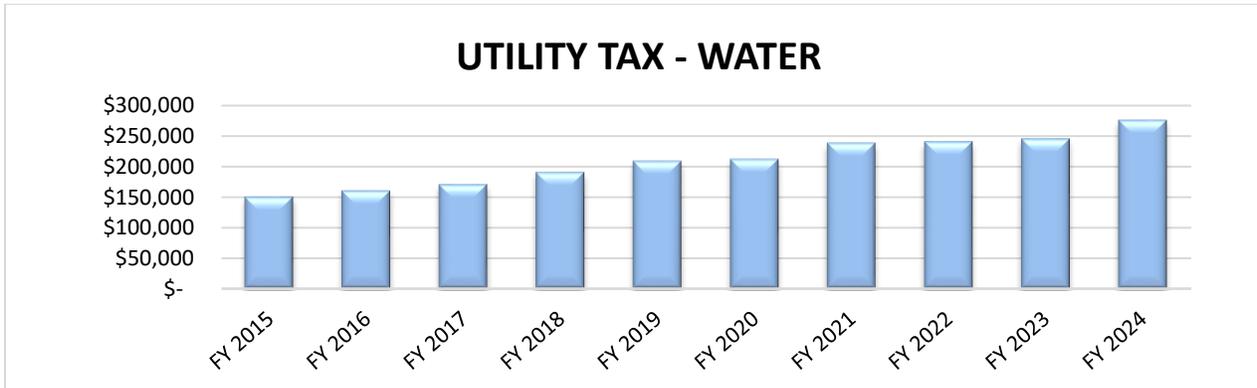
June and that distribution is made in approximately July, very little Ad Valorem revenue is collected until main tax season commences again in November.

**UTILITY TAXES**

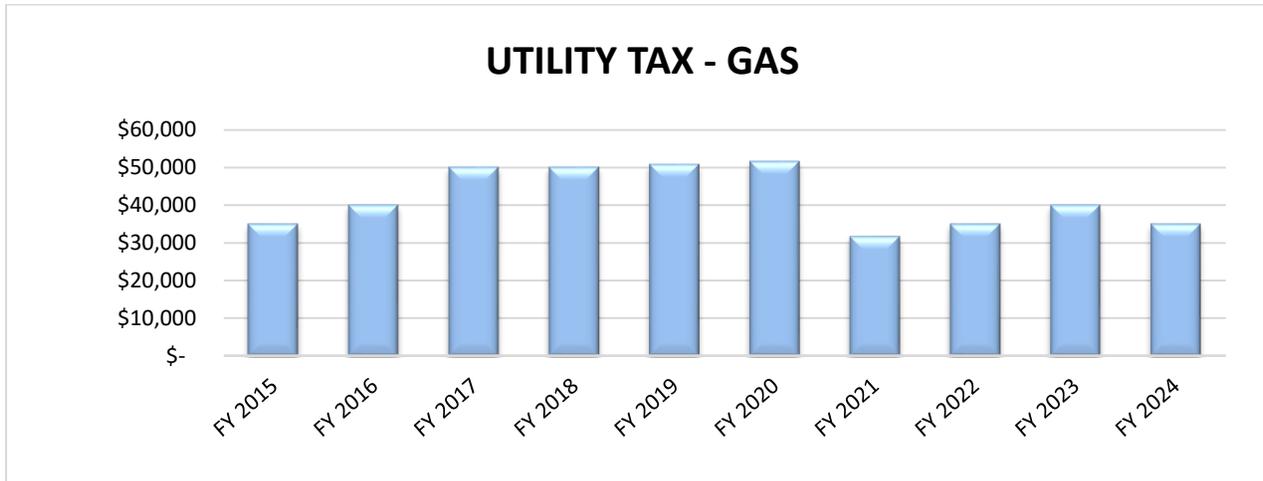
**314.1000 Utility Tax-Electric** - Section 166.231(1) (A), Florida Statutes, authorizes a city to collect Public Service or Utility Taxes. The City previously established by Ordinance 21-85-1238 utility taxes in the amount of 10% on payments received by the seller of electricity. The City enacted an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

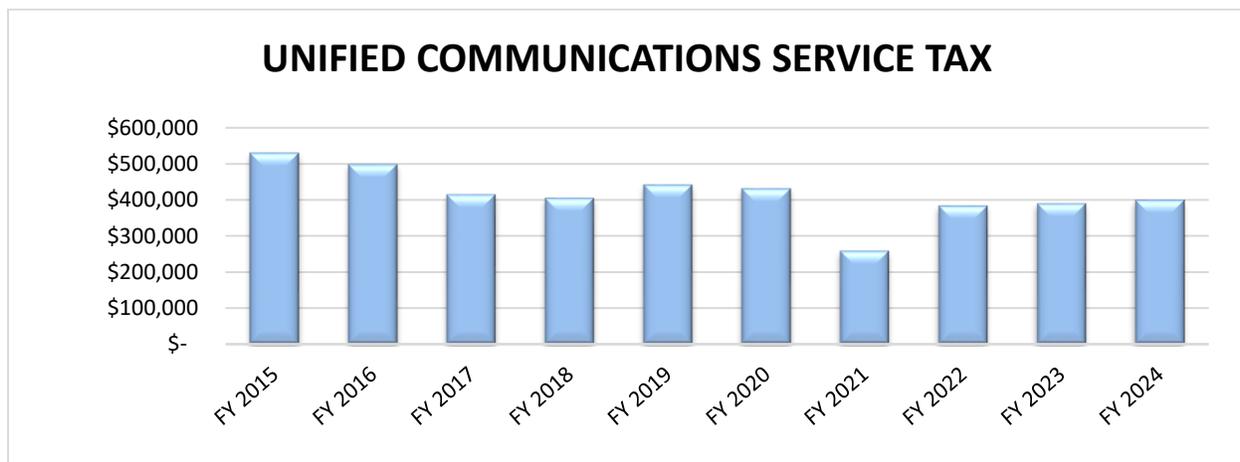


**314.4000 Utility Tax-Gas** - Section 166.231(1) (A), Florida Statutes, authorizes a City to collect Public Service or Utility Taxes. The City has established by Ordinance 21-85-1238 utility taxes in the amount of 10% on payments received by the seller of gas.



## COMMUNICATION TAXES

**315.0000 Communication Services Tax** - Utility taxes and franchise fees on communication services, including telephone service and cable television, video and music streaming, telephone and Voice-over-Internet Protocol (VoIP), and Mobile communications and similar services. 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.



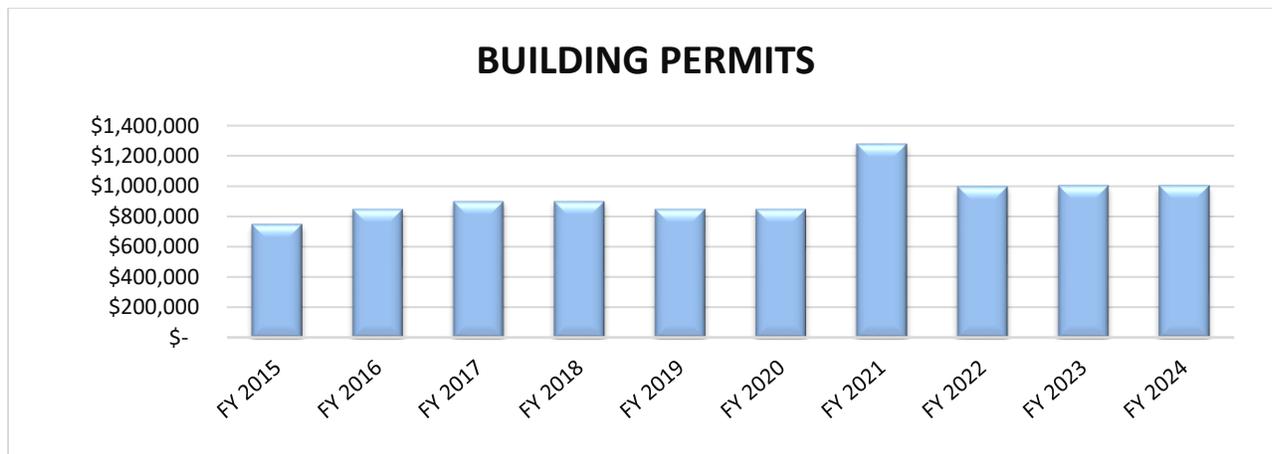
**316.2000 Local Business Tax Receipts-New** - Pursuant to Chapter 205, Florida Statutes, counties and municipalities are authorized to levy a local business tax. The fee paid by new businesses to obtain a local business tax receipt generates revenues in this category.

**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 ASSESSMENTS**

**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, considering 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 the City’s Building Department’s 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



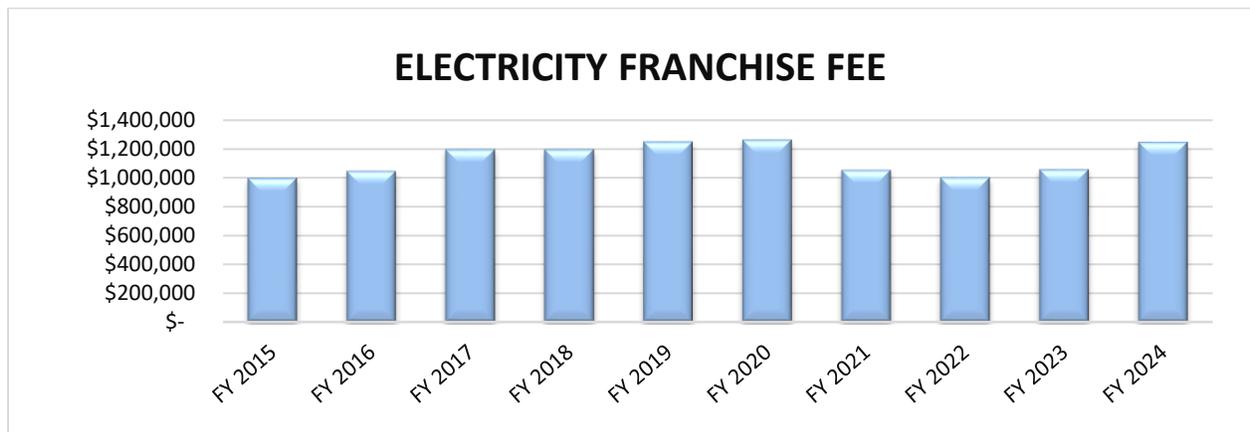
particular fiscal year.

The second method is considering the departments which are involved in helping the Building Department in enforcing the Florida Building Code (City Clerk, City Manager, Finance, Human Resources, etc.), and applying the percentage to the overall expenses of the Department/Divisions in addition to the Building Department, which is considered a direct expense.

Under the City’s Building Department’s personnel percentage method, the City expects revenues to be less than the estimated direct and indirect expenses for FY 2024. However, using the second method, because of the anticipated increase in FY 2023 building permit revenue, which includes one large development project, there was a surplus in FY 2023. Based on anticipated expenses, there is a reduction in the surplus amount for FY 2024.

Lastly, the Building Department represents approximately 2.4% of the City’s overall proposed budgeted expenses for FY 2023-2024, 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.

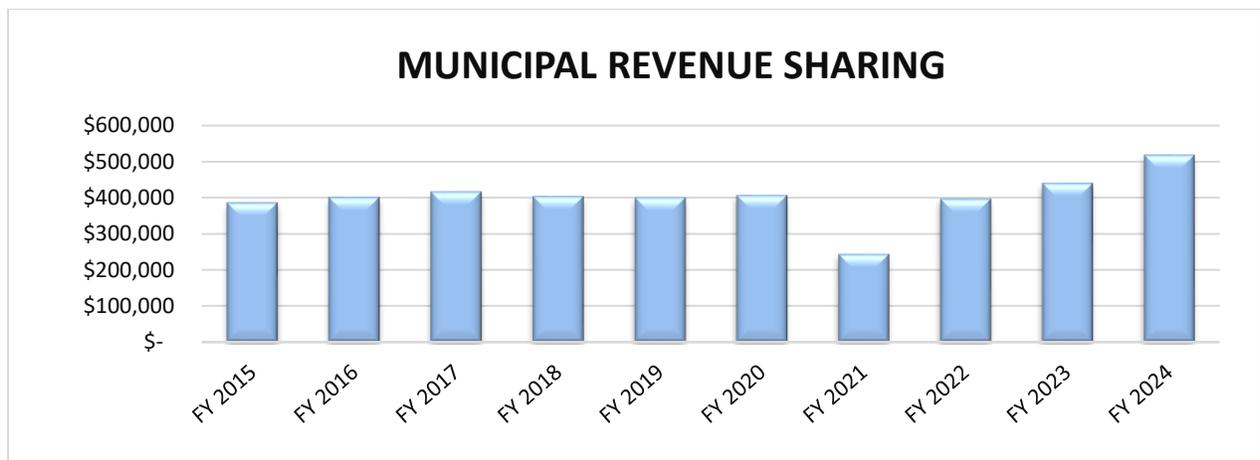
**329.1000 Penalties on Local Business Tax Receipts** - Revenues in this category are generated by the collection of late fees on Local Business Tax Receipts.

**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.



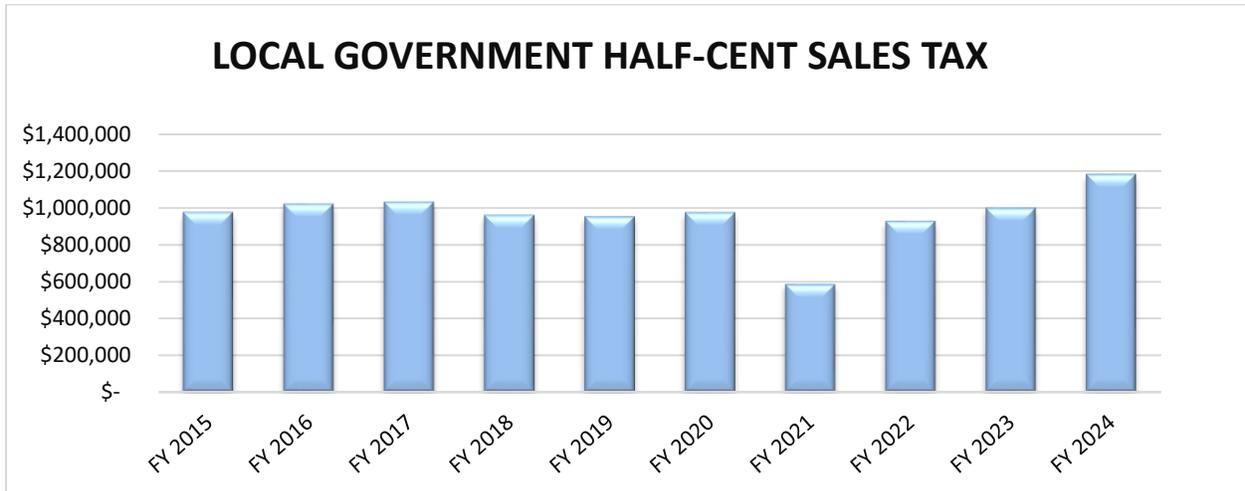
**INTERGOVERNMENTAL REVENUE**

**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.

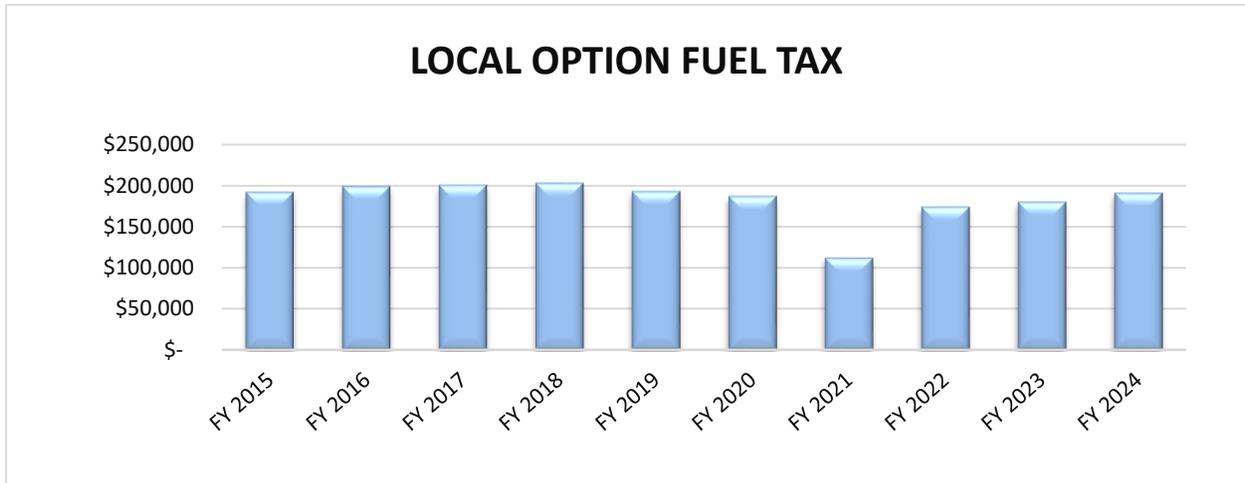


**335.1015 Beverage License** - Various alcoholic beverage license taxes are levied on manufacturers, distributors, vendors, and sales agents of alcoholic beverages in Florida. The tax is administered, collected, enforced, and distributed back to the local governments by the Division of Alcoholic Beverages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

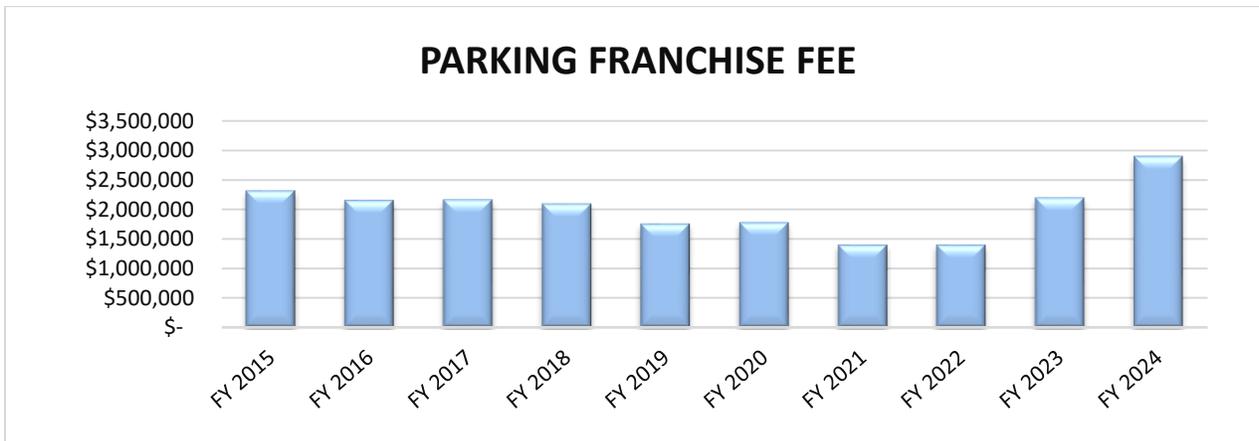
**343.4100 Solid Waste Charges** – Revenues generated from residents which have trash in excess of the allowable amount per cubic yard and the annual charge for having an extra garbage container.

**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 Parking Franchise Fees** - Revenue generated from the rental of parking spaces. The expected increase in revenue for FY23 & FY24 is due to increase in parking rate which was passed in June 2022.



**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. The slight decrease in expected revenue is a result of additional monies retained by the County for citation maintenance and increased parking compliance.



**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. Increases in revenue for tennis in recent years are a result of new courts added as well as additional lighting allowing for extended hours.

**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 always invested. Determining factors in forecasting revenue for this line item are the anticipated interest rate and pooled dollars available for investment.

## **RENTAL**

**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 projected index for the current year is:

(Annual Average CPI 2022) October 1, 2023– September 30, 2024, = 9.7%, which will be capped at 6%

### **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.

**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 2023-24 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 39.98% of the total anticipated General Fund revenues in the 2023-24 adopted budget.

The City's 2022 taxable values increased by approximately 10.72 % which is reflected in the 2023-23 adopted budget. Because we anticipate the continued upward trend of property valuations, along with additional expected development, our ad valorem revenues increase by 5% 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. 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 12.7% of total General Fund revenue in fiscal year 2023-24.

Overall, receipts from utility and franchise fees represent the majority of this revenue category. Due to recent inflation and increasing fuel prices, revenues from these two sources are forecasted to have a 2% 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 2% 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 5.2% of total General Fund revenue. The revenue from the communication services tax is estimated to provide \$400,000 in fiscal year 2023-24, a slight increase from the prior year of \$383,000. This tax is not expected to continue increasing significantly as people move away from using landlines. Other taxes are also expected to slowly increase by approximately 2% for each of the next five-years.



## **Intergovernmental Revenues**

Intergovernmental revenues are budgeted at \$1,918,942 for fiscal year 2023-24 which accounts for approximately 7.7% 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 Meters Franchise & Parking Garage**

The City anticipates an increase of 43% for FY24 when compared to the budgeted revenue for FY23. The expected increase is due to an increase in hourly parking rates as well as the acquisition of the Municipal Parking Garage in FY22 which will account significant additional revenue going forward. There is an anticipated 2% yearly increase for the remainder of the forecasted period.

## **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. Increases in revenue for tennis in recent years are a result of new courts added as well as additional lighting allowing for extended hours.

## **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 61.3% of all General Fund expenditures, at \$15.22 million. All projected increases reflect contractual obligations under the current union contracts.

Medical insurance costs for General Fund employees are approximately \$1.43 million of the City's total adopted 2023-24 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 \$761,811 of the City's total General Fund expenditures in FY 2023-24. Pension costs are estimated at approximately 5% of covered payroll in fiscal year 2023-24. 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 growing fund balance for future fiscal years. This illustrates that the City will be able to continue to meet its current financial obligations.



**GENERAL FUND 5 YEAR FORECAST  
FY 2023-2024**

DEPT NO	ACCOUNT CLASSIFICATION	ADOPTED FY 23/24	PROJECTED FY 24/25	PROJECTED FY 25/26	PROJECTED FY 26/27	PROJECTED FY 27/28
<b>BEGINNING FUND BALANCE</b>		<b>11,604,382</b>	<b>4,113,446</b>	<b>796,687</b>	<b>166,680</b>	<b>15,507</b>
TAXES						
	PROPERTY TAXES	9,852,571	10,344,150	10,860,286	11,402,208	11,971,204
	UTILITY TAXES	2,240,000	2,284,800	2,330,496	2,377,106	2,424,648
	BUSINESS TAXES	677,000	690,540	704,351	718,438	732,807
	FRANCHISE TAXES	2,000,260	2,040,078	2,080,692	2,122,119	2,164,374
	LICENSES & PERMITS	1,059,500	1,161,090	1,272,752	1,395,491	1,530,413
	INTERGOVERNMENTAL	1,918,942	1,957,021	1,995,861	2,035,478	2,075,888
	CHARGES FOR SERVICES	4,288,665	4,373,957	4,460,955	4,549,693	4,640,205
	FINES AND FORFEITURES	1,260,000	1,285,200	1,310,904	1,337,122	1,363,865
	RENTS & ROYALTIES	196,160	200,083	204,084	208,166	212,329
	GRANTS, CONTRIB., & DONATIONS	0	0	0	0	0
	INTEREST INCOME	600,000	612,000	624,240	636,725	649,459
	MISCELLANEOUS REVENUES	464,462	218,044	221,633	225,553	229,804
	<b>TOTAL</b>	<b>24,557,560</b>	<b>25,166,962</b>	<b>26,066,254</b>	<b>27,008,098</b>	<b>27,994,997</b>
<b>OTHER FINANCIAL SOURCES</b>		<b>150,000</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>
<b>DEPARTMENTS</b>						
1100	CITY COMMISSION	153,151	156,214	159,338	162,525	165,776
1200	CITY CLERK	500,539	510,550	520,761	531,176	541,800
1500	CITY ATTORNEY	397,385	405,333	413,439	421,708	430,142
1310	CITY MANAGER	1,093,057	1,114,918	1,137,217	1,159,961	1,183,160
1410	FINANCE DEPARTMENT	1,555,522	1,586,632	1,618,365	1,650,732	1,683,747
1340	INFORM. TECH. DIVISION	613,530	625,801	638,317	651,083	664,105
1320	PROCUREMENT DIVISION	313,937	320,216	326,620	333,152	339,816
1300	ADMINISTRATIVE SERVICES	332,956	339,615	346,407	353,336	360,402
1330	HUMAN RESOURCE & RISK MGMT	906,330	924,457	942,946	961,805	981,041
1600	DEVELOPMENT SERVICES	261,461	266,690	272,024	277,465	283,014
1610	BUILDING DEPARTMENT	581,965	593,604	605,476	617,586	629,938
1620	PLANNING DEPARTMENT	598,242	610,207	622,411	634,859	647,556
1640	CODE ENFORCEMENT	377,729	385,284	392,989	400,849	408,866
1770	PW-OFFICE OF DIRECTOR	286,526	292,257	298,102	304,064	310,145
1710	PW-BLDG. MAINT.	587,240	598,985	610,964	623,184	635,647
1720	PW-SOLID WASTE	1,744,289	1,779,175	1,814,758	1,851,053	1,888,075
1730	PW-STREETS MAINT.	1,077,586	1,099,138	1,121,120	1,143,543	1,166,414
1760	PW-MOTOR POOL	713,138	727,401	741,949	756,788	771,924
1790	PW-ENG. & CONSTR.	263,127	268,390	273,757	279,232	284,817
1910	POLICE	8,718,854	8,893,231	9,071,096	9,252,518	9,437,568
2000	PARKS, RECREATION, & CULTURE	1,264,962	1,290,261	1,316,066	1,342,388	1,369,236
2010	TENNIS	600,497	612,507	624,757	637,252	649,997
2020	COMMUNITY CENTER	866,059	883,380	901,048	919,069	937,450
1750	LANDSCAPE MAINT.	609,627	621,820	634,256	646,941	659,880
2030	COMMUNITY POOL	124,654	127,147	129,690	132,284	134,929
2100	NON-DEPARTMENTAL	347,111	354,053	361,134	368,357	375,724
	<b>TOTAL</b>	<b>24,707,560</b>	<b>25,201,711</b>	<b>25,705,745</b>	<b>26,219,860</b>	<b>26,744,258</b>
<b>OPERATING NET DIFFERENCE</b>		<b>0</b>	<b>115,251</b>	<b>510,509</b>	<b>938,238</b>	<b>1,400,739</b>
2100	NON-DEPARTMENT TRANSFER	7,490,936	3,432,010	1,140,516	1,089,411	692,534
<b>ENDING FUND BALANCE</b>		<b>\$4,113,446</b>	<b>\$796,687</b>	<b>\$166,680</b>	<b>\$15,507</b>	<b>\$723,712</b>



**GENERAL FUND 5 YEAR PROJECTED REVENUES  
FY 2023-2024**

ACCT NO.	ACCOUNT CLASSIFICATION	ADOPTED FY 23/24	PROJECTED FY 24/25	PROJECTED FY 25/26	PROJECTED FY 26/27	PROJECTED FY 27/28
<b>TAXES</b>						
<b>PROPERTY TAXES</b>						
0010000	3111000	AD VALOREM TAXES	9,817,571	10,308,450	10,823,872	11,365,066
0010000	3112000	AD VALOREM DELINQUENT	35,000	35,700	36,414	37,142
			<b>9,852,571</b>	<b>10,344,150</b>	<b>10,860,286</b>	<b>11,402,208</b>
<b>UTILITY TAXES</b>						
0010000	3141000	UTILITY TAX-ELECTRIC	1,530,000	1,560,600	1,591,812	1,623,648
0010000	3144000	UTILITY TAX - GAS	35,000	35,700	36,414	37,142
0010000	3149000	UTILITY TAX - MDC WATER	275,000	280,500	286,110	291,832
0010000	3150000	UNIFIED COMM SERVICES TAX	400,000	408,000	416,160	424,483
			<b>2,240,000</b>	<b>2,284,800</b>	<b>2,330,496</b>	<b>2,377,106</b>
<b>BUSINESS TAXES</b>						
0010000	3161000	LOCAL BUSINESS TAX-RENEWALS	585,000	596,700	608,634	620,807
0010000	3162000	LOCAL BUSINESS TAX NEW	90,000	91,800	93,636	95,509
0010000	3162100	BUSINESS TAX TRANSFER FEES	2,000	2,040	2,081	2,122
			<b>677,000</b>	<b>690,540</b>	<b>704,351</b>	<b>718,438</b>
<b>FRANCHISE TAXES</b>						
0010000	3231000	ELECTRICITY	1,250,000	1,275,000	1,300,500	1,326,510
0010000	3234000	GAS	35,000	35,700	36,414	37,142
0010000	3421021	TOWING ADMIN FEE	2,400	2,448	2,497	2,547
0010000	3434200	PRIVATE HAULERS PERMIT FEE	703,500	717,570	731,921	746,560
0010000	3623000	BUS BENCH ADS	9,360	9,360	9,360	9,360
			<b>2,000,260</b>	<b>2,040,078</b>	<b>2,080,692</b>	<b>2,122,119</b>
		<b>TOTAL TAXES</b>	<b>14,769,831</b>	<b>15,359,568</b>	<b>15,975,825</b>	<b>16,619,871</b>
<b>LICENSES &amp; PERMITS</b>						
0010000	3163000	LOBBYIST REGISTRATION FEE	15,000	15,300	15,606	15,918
0010000	3221000	BUILDING PERMITS	1,005,000	1,105,500	1,216,050	1,337,655
0010000	3221500	PUBLIC WORKS PERMITS	22,000	22,440	22,889	23,347
0010000	3293000	GARAGE SALES	500	510	520	531
0010000	3419030	CERT OF USE/OCCUPANCY	17,000	17,340	17,687	18,041
		<b>TOTAL LICENSES &amp; PERMITS</b>	<b>1,059,500</b>	<b>1,161,090</b>	<b>1,272,752</b>	<b>1,395,491</b>

*continued*



ACCT NO.	ACCOUNT CLASSIFICATION	ADOPTED FY 23/24	PROJECTED FY 24/25	PROJECTED FY 25/26	PROJECTED FY 26/27	PROJECTED FY 27/28	
<b>INTERGOVERNMENTAL REVENUE</b>							
0010000	3121000	LOCAL OPTION FUEL TAX	190,000	193,800	197,676	201,630	205,662
0010000	3351012	STATE REVENUE SHARING	516,427	537,291	537,291	548,036	558,997
0010000	3351015	ALCOHOLIC BEVERAGE LICENS	16,000	16,320	16,646	16,979	17,319
0010000	3351018	LOCAL GOVT 1/2 C SALES TX	1,181,515	1,205,145	1,229,248	1,253,833	1,278,910
0010000	3382000	COUNTY LOCAL BUSINESS TAX	15,000	15,000	15,000	15,000	15,000
<b>TOTAL INTERGOVERNMENTAL REVENUE</b>			<b>1,918,942</b>	<b>1,957,021</b>	<b>1,995,861</b>	<b>2,035,478</b>	<b>2,075,888</b>
<b>CHARGES FOR SERVICES</b>							
0010000	3412000	ZONING HEARING FEES	35,000	35,700	36,414	37,142	37,885
0010000	3413000	ENVIRON REVIEW & PRESVT BRD	40,000	40,800	41,616	42,448	43,297
0010000	3413001	LIEN SEARCH FEES	15,000	15,300	15,606	15,918	16,236
0010000	3413002	EVENTS	3,000	3,060	3,121	3,184	3,247
0010000	3419051	BACKGROUND NOTARY & COPIES	23,000	23,460	23,929	24,408	24,896
0010000	3421010	POLICE SERVICES	35,000	35,700	36,414	37,142	37,885
0010000	3421025	SCHL CRSNG GRDS- CITY REIM	20,000	20,400	20,808	21,224	21,649
0010000	3434100	SOLID WASTE CHARGES	30,000	30,600	31,212	31,836	32,473
0010000	3445100	PARKING PERMITS	140,000	142,800	145,656	148,569	151,541
0010000	3445200	PARKING METERS FRANCHISE	2,900,000	2,958,000	3,017,160	3,077,503	3,139,053
0010000	3445250	PARKING GARAGE	250,000	255,000	260,100	265,302	270,608
0010000	3445220	PARKING FUND REVENUE	24,065	24,065	24,065	24,065	24,065
0010000	3472620	TENNIS COURT FEES	660,000	673,200	686,664	700,397	714,405
0010000	3472630	RECREATION PROGRAM FEES	80,000	81,600	83,232	84,897	86,595
0010000	3472660	CONCESSION STANDS	3,600	3,672	3,745	3,820	3,897
0010000	3541050	ALARM REGISTRATION CHG.	30,000	30,600	31,212	31,836	32,473
<b>TOTAL CHARGES FOR SERVICES</b>			<b>4,288,665</b>	<b>4,373,957</b>	<b>4,460,955</b>	<b>4,549,693</b>	<b>4,640,205</b>
<b>FINES AND FORFEITURES</b>							
0010000	3419040	CODE ENFORCEMENT FINES	60,000	61,200	62,424	63,672	64,946
0010000	3445300	PARKING VIOLATIONS	660,000	673,200	686,664	700,397	714,405
0010000	3511200	METRO COURT FINES	40,000	40,800	41,616	42,448	43,297
0010000	3511210	RED LIGHT CAMERAS	450,000	459,000	468,180	477,544	487,094
0010000	3540000	VIOLATIONS LOCAL ORDINANCES	20,000	20,400	20,808	21,224	21,649
0010000	3541000	BURGLAR ALARM FINES	30,000	30,600	31,212	31,836	32,473
<b>TOTAL FINES AND FORFEITS</b>			<b>1,260,000</b>	<b>1,285,200</b>	<b>1,310,904</b>	<b>1,337,122</b>	<b>1,363,865</b>

*continued*



ACCT NO.	ACCOUNT CLASSIFICATION		ADOPTED FY 23/24	PROJECTED FY 24/25	PROJECTED FY 25/26	PROJECTED FY 26/27	PROJECTED FY 27/28
<b>RENTS &amp; ROYALTIES</b>							
0010000	3472631	MULTIPURPOSE CNTR-RENTAL	25,000	25,500	26,010	26,530	27,061
0010000	3472632	MULTIPRPOSE CNTR-MEMBERSHIP	20,000	20,400	20,808	21,224	21,649
0010000	3472635	REC FEES/MURRAY PARK POOL	10,000	10,200	10,404	10,612	10,824
0010000	3472650	S MIAMI PARK SOCCER	25,525	26,036	26,556	27,087	27,629
0010000	3622000	FASCELL PARK	40,000	40,800	41,616	42,448	43,297
0010000	3625000	RENT C.A.A.	31,015	31,635	32,268	32,913	33,572
0010000	3627500	SOUTH MIAMI MIDDLE SCHOOL	26,620	27,152	27,695	28,249	28,814
0010000	3629000	PALMER PARK RENTALS	18,000	18,360	18,727	19,102	19,484
<b>TOTAL RENTS &amp; ROYALTIES</b>			<b>196,160</b>	<b>200,083</b>	<b>204,084</b>	<b>208,166</b>	<b>212,329</b>
<b>GRANTS, CONTRIBUTIONS, &amp; DONATIONS</b>							
0010000	3669100	DONATION	0	0	0	0	0
<b>TOTAL GRANTS, CONTRIBUTIONS, &amp; DONATIONS</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>INTEREST INCOME</b>							
0010000	3612000	INTEREST INCOME	600,000	612,000	624,240	636,725	649,459
<b>TOTAL INTEREST INCOME</b>			<b>600,000</b>	<b>612,000</b>	<b>624,240</b>	<b>636,725</b>	<b>649,459</b>
<b>MISCELLANEOUS REVENUES</b>							
0010000	3669000	HOSPITAL LANDSCAPE REVENUE	10,285	10,003	9,975	10,203	10,685
0010000	3669600	CONTRIB FROM DEVELOPMENT	250,000	0	0	0	0
0010000	3699201	MISC. OTHERS	15,000	15,000	15,000	15,000	15,000
0010000	3699225	SUNSET DR MTCE-FDOT REIMB	3,980	3,980	4,060	4,141	4,224
0010000	3699250	INSURANCE CLAIMS RECOVERY	20,000	20,400	20,400	20,400	20,400
0010000	3699501	SECTION 185 STATE CONTRIB	165,197	168,661	172,198	175,809	179,496
<b>TOTAL MISCELLANEOUS REVENUES</b>			<b>464,462</b>	<b>218,044</b>	<b>221,633</b>	<b>225,553</b>	<b>229,804</b>
<b>TOTAL GENERAL FUND</b>			<b>24,557,560</b>	<b>25,166,962</b>	<b>26,066,254</b>	<b>27,008,098</b>	<b>27,994,997</b>
<b>TOTAL OTHER FINANCIAL SOURCES</b>							
0010000	3811500	TRANSFER STORMWATER FUND	150,000	150,000	150,000	150,000	150,000
<b>TOTAL OTHER FINANCIAL SOURCES</b>			<b>150,000</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>



**GENERAL FUND 5 YEAR PROJECTED EXPENDITURES  
FY 2023-2024**

DEPT NO	ACCOUNT CLASSIFICATION	ADOPTED FY 23/24	PROJECTED FY 24/25	PROJECTED FY 25/26	PROJECTED FY 26/27	PROJECTED FY 27/28
<b>Personnel Services</b>						
1100	CITY COMMISSION	122,026	124,467	126,956	129,495	132,085
1200	CITY CLERK	308,550	314,721	321,015	327,436	333,984
1500	CITY ATTORNEY	0	0	0	0	0
1310	CITY MANAGER	730,291	744,897	759,795	774,991	790,490
1410	FINANCE DEPARTMENT	669,143	682,526	696,176	710,100	724,302
1340	INFORM. TECH. DIVISION	0	0	0	0	0
1320	PROCUREMENT DIVISION	230,093	234,695	239,389	244,177	249,060
1300	ADMIN SERVICES	211,656	215,889	220,207	224,611	229,103
1330	HR & RISK MGMT	227,870	232,427	237,076	241,817	246,654
1600	DEVELOPMENT SRVCS	242,781	247,637	252,589	257,641	262,794
1610	BUILDING DEPARTMENT	559,122	570,304	581,711	593,345	605,212
1620	PLANNING DEPARTMENT	225,049	229,550	234,141	238,824	243,600
1640	CODE ENFORCEMENT	328,939	335,518	342,228	349,073	356,054
1770	PW-OFFICE OF DIRECTOR	277,026	282,567	288,218	293,982	299,862
1710	PW-BLDG. MAINT.	199,810	203,806	207,882	212,040	216,281
1720	PW-SOLID WASTE	627,789	640,345	653,152	666,215	679,539
1730	PW-STREETS MAINT.	543,756	554,631	565,724	577,038	588,579
1760	PW-MOTOR POOL	241,388	246,216	251,140	256,163	261,286
1790	PW-ENG. & CONSTR.	257,867	263,024	268,285	273,651	279,124
1910	POLICE	7,195,056	7,338,957	7,485,736	7,635,451	7,788,160
2000	PARKS & RECREATION	700,397	714,405	728,693	743,267	758,132
2010	TENNIS	312,245	318,490	324,860	331,357	337,984
2020	COMMUNITY CENTER	755,126	770,229	785,633	801,346	817,373
1750	LANDSCAPE MAINT.	253,294	258,360	263,527	268,798	274,174
2030	COMMUNITY POOL	60,929	62,148	63,391	64,658	65,952
2100	NON-DEPARTMENTAL	347,111	354,053	361,134	368,357	375,724
	<b>TOTAL</b>	<b>15,445,400</b>	<b>15,754,308</b>	<b>16,069,394</b>	<b>16,390,782</b>	<b>16,718,598</b>
<b>Operating Expenses</b>						
1100	CITY COMMISSION	31,125	31,748	32,382	33,030	33,691
1200	CITY CLERK	191,989	195,829	199,745	203,740	207,815
1500	CITY ATTORNEY	397,385	405,333	413,439	421,708	430,142
1310	CITY MANAGER	362,766	370,021	377,422	384,970	392,670
1410	FINANCE DEPARTMENT	886,379	904,107	922,189	940,632	959,445
1340	INFORM. TECH. DIVISION	613,530	625,801	638,317	651,083	664,105
1320	PROCUREMENT DIVISION	83,844	85,521	87,231	88,976	90,755
1300	ADMIN SERVICES	121,300	123,726	126,201	128,725	131,299
1330	HR & RISK MGMT	678,460	692,029	705,870	719,987	734,387
1600	DEVELOPMENT SRVCS	18,680	19,054	19,435	19,823	20,220
1610	BUILDING DEPARTMENT	22,843	23,300	23,766	24,241	24,726
1620	PLANNING DEPARTMENT	373,193	380,657	388,270	396,035	403,956
1640	CODE ENFORCEMENT	48,790	49,766	50,761	51,776	52,812



DEPT NO	ACCOUNT CLASSIFICATION	ADOPTED FY 23/24	PROJECTED FY 24/25	PROJECTED FY 25/26	PROJECTED FY 26/27	PROJECTED FY 27/28
1770	PW-OFFICE OF DIRECTOR	9,500	9,690	9,884	10,081	10,283
1710	PW-BLDG. MAINT.	387,430	395,179	403,082	411,144	419,367
1720	PW-SOLID WASTE	1,116,500	1,138,830	1,161,607	1,184,839	1,208,536
1730	PW-STREETS MAINT.	533,830	544,507	555,397	566,505	577,835
1760	PW-MOTOR POOL	471,750	481,185	490,809	500,625	510,637
1790	PW-ENG. & CONSTR.	5,260	5,365	5,473	5,582	5,694
1910	POLICE	1,523,798	1,554,274	1,585,359	1,617,067	1,649,408
2000	PARKS & RECREATION	564,565	575,856	587,373	599,121	611,103
2010	TENNIS	288,252	294,017	299,897	305,895	312,013
2020	COMMUNITY CENTER	110,933	113,152	115,415	117,723	120,077
1750	LANDSCAPE MAINT.	356,333	363,460	370,729	378,143	385,706
2030	COMMUNITY POOL	63,725	65,000	66,299	67,625	68,978
2100	NON-DEPARTMENTAL	0	0	0	0	0
	<b>TOTAL</b>	<b>9,262,160</b>	<b>9,447,403</b>	<b>9,636,351</b>	<b>9,829,078</b>	<b>10,025,660</b>
		<b>24,707,560</b>	<b>25,201,711</b>	<b>25,705,745</b>	<b>26,219,860</b>	<b>26,744,258</b>



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.

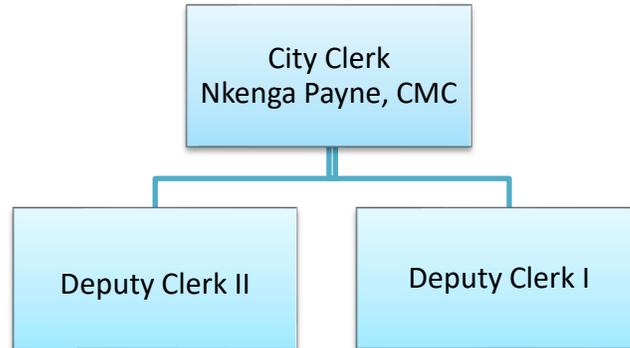
**MAYOR AND CITY COMMISSION BUDGET FY 2023-2024**  
**001-1100-511**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
0011100	5111110 SALARIES - EXECUTIVE	60,300	62,000	62,000	62,000	62,000
0011100	5112110 F. I. C. A.	6,364	6,889	4,743	6,032	7,161
0011100	5112310 GROUP HEALTH INSURANCE	33,401	39,601	48,231	43,958	52,679
0011100	5112410 WORKER'S COMPENSATION	137	74	186	76	186
	<b>TOTAL PERSONNEL SERVICES</b>	<b>100,202</b>	<b>108,564</b>	<b>115,160</b>	<b>112,066</b>	<b>122,026</b>
0011100	5114010 MAYOR'S EXPENSE	1,990	1,997	2,000	2,000	2,000
0011100	5114020 COMMISSIONER'S EXPENSE-ONE	1,501	1,557	1,500	1,500	1,500
0011100	5114030 COMMISSIONER'S EXPENSE-FOUR	1,480	1,376	1,500	1,500	1,500
0011100	5114040 COMMISSIONER'S EXPENSE-THREE	1,083	1,062	1,500	1,500	1,500
0011100	5114050 COMMISSIONER'S EXPENSE-TWO	1,500	1,500	1,500	1,500	1,500
0011100	5114060 MAYOR'S AUTO ALLOWANCE	500	500	500	500	500
0011100	5114071 TRAVEL & CONFERENCE-MAYOR	0	902	1,200	1,200	1,200
0011100	5114072 TRAVEL & CONFERENCE-ONE	0	960	1,200	1,200	1,200
0011100	5114073 TRAVEL & CONFERENCE-TWO	1,200	1,200	1,200	1,200	1,200
0011100	5114074 TRAVEL & CONFERENCE-THREE	0	510	1,200	1,200	1,200
0011100	5114075 TRAVEL & CONFERENCE-FOUR	0	0	1,200	1,200	1,200
0011100	5114120 COMMUNICATION	4,421	4,420	5,000	5,000	5,000
0011100	5114830 KEYS & FLOWERS	681	750	750	750	750
0011100	5115210 SUPPLIES	1,371	1,392	4,750	4,750	4,750
0011100	5115410 MEMBERSHIPS & SUBSCRIPTIONS	5,013	3,830	6,125	6,125	6,125
	<b>TOTAL OPERATING EXPENSES</b>	<b>20,740</b>	<b>21,956</b>	<b>31,125</b>	<b>31,125</b>	<b>31,125</b>
	<b>TOTAL COMMISSION</b>	<b>120,942</b>	<b>130,520</b>	<b>146,285</b>	<b>143,191</b>	<b>153,151</b>



#### 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 2023

- Administered the publication of the City Charter and 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.



- Completed in-house scanning of documents.
- Continued responding to public records requests in a timely fashion in compliance with F.S. 119, including the high demand for microfilm records.
- Continued to provide records retention and disposition information to departments.
- Continued to publish, receive, and maintain record of bids and proposals as needed.
- Continued the process for converting City records to electronic storage.
- Continued organizing and preserving old records.

#### **CITY CLERK'S OFFICE OBJECTIVES FOR FY 2024**

- Continue the administration of 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 to organize and preserve old records.



**CITY CLERK'S OFFICE ACTIVITY REPORT**

<b>ACTIVITY</b>	<b>ACTUAL FY 2020</b>	<b>ACTUAL FY 2021</b>	<b>ACTUAL FY 2022</b>	<b>PROJECTED FY 2023</b>	<b>ESTIMATED FY 2024</b>
Number of agenda packets prepared	55	55	60	60	60
Number of minutes prepared (CSM)	55	55	60	60	60
Agenda packets prepared (SMCRA)	25	0	0	0	0
No. of minutes prepared (SMCRA)	25	0	0	0	0
Resolutions / Ordinances prepared	300	300	300	300	300
Lobbyists registration	75	75	75	75	75
Public records requests	300	400	400	400	500
Notarizations	25	25	25	25	25
Requests for Microfilm Records	300	400	400	400	500
Microfilm copies	1200	1500	1500	1500	200



**CITY CLERK BUDGET FY 2023-2024**  
**001-1200-512**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
0011200	5121210 SALARIES - EXECUTIVE	190,264	177,525	206,529	205,768	236,517
0011200	5122110 F.I.C.A.	14,294	13,413	15,799	15,681	18,094
0011200	5122210 PENSION PLAN CONTRIBUTION	10,568	10,986	13,270	13,533	16,886
0011200	5122220 DEFERRED COMPENSATION (ICMA)	4,056	2,711	4,136	4,073	4,736
0011200	5122310 GROUP HEALTH INSURANCE	22,413	22,047	28,939	26,470	31,607
0011200	5122410 WORKER'S COMPENSATION	179	230	620	453	710
	<b>TOTAL PERSONNEL SERVICES</b>	<b>241,774</b>	<b>226,912</b>	<b>269,293</b>	<b>265,978</b>	<b>308,550</b>
0011200	5123450 CONTRACTUAL	51,293	56,516	53,862	53,862	59,379
0011200	5123480 DIGITIZING	0	0	45,000	45,000	45,000
0011200	5124070 TRAVEL & CONFERENCE	4,010	4,519	7,500	7,500	9,470
0011200	5124110 POSTAGE	190	296	500	500	500
0011200	5124120 COMMUNICATION	1,089	1,089	1,080	1,080	1,080
0011200	5124710 PRINTING MATERIAL	1,132	1,230	1,230	1,230	1,230
0011200	5124910 LEGAL ADS	56,353	52,317	100,000	75,000	60,000
0011200	5124920 ELECTIONS	29,026	0	11,000	11,000	0
0011200	5124950 CODIFICATIONS	1,300	5,480	7,000	7,000	7,000
0011200	5125210 SUPPLIES	1,688	2,233	2,379	2,379	2,400
0011200	5125410 MEMBERSHIPS & SUBSCRIPTIONS	805	660	770	770	930
	<b>TOTAL OPERATING EXPENSES</b>	<b>146,886</b>	<b>124,340</b>	<b>230,321</b>	<b>205,321</b>	<b>186,989</b>
0011200	5129920 CONTINGENCY	5,000	0	5,000	0	5,000
	<b>OTHER FUNDING SOURCE</b>	<b>5,000</b>	<b>0</b>	<b>5,000</b>	<b>0</b>	<b>5,000</b>
	<b>TOTAL CITY CLERK</b>	<b>393,660</b>	<b>351,252</b>	<b>504,614</b>	<b>471,299</b>	<b>500,539</b>



## 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 City Commission appointed a law firm as the City Attorney, a position set out in the Charter. The law firm serves as an independent contractor to the City. The firm specializes in local government law and employs experts in a broad range of municipal specialties including land use and zoning, labor, employment, public financing, public-private partnership, procurement, and real estate. The City Attorney attends all regular and special City Commission meetings, meetings of the Environmental Review and Preservation Board, and 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 that fall outside the law firm's expertise. Additionally, where matters are covered by insurance, insurance counsel will be appointed at no cost to the City. The City Attorney supervises litigation and other legal matters that may be referred to outside counsel under either circumstance.

The City Attorney's Office prepares 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 opinion on legal matters affecting the City as the City Commission may direct; and the City Attorney performs such other professional duties as may be required 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 2023-2024**  
**001-1500-514**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24	
0011500	5143120	LEGAL SERVICES - RETAINER	282,310	285,589	297,385	353,474	288,000
0011500	5143410	OTHER PROFESSIONAL LEGAL SRVCS	16,543	40,280	60,000	60,000	109,385
0011500	5144065	NON-PROFESSIONAL LEGAL EXPENSES	21,264	9,341	40,000	40,000	0
	<b>TOTAL OPERATING EXPENSES</b>	<b>320,117</b>	<b>335,210</b>	<b>397,385</b>	<b>453,474</b>	<b>397,385</b>	
	<b>TOTAL LEGAL SERVICES</b>	<b>320,117</b>	<b>335,210</b>	<b>397,385</b>	<b>453,474</b>	<b>397,385</b>	

**CITY ATTORNEY’S OFFICE BUDGET HIGHLIGHTS**

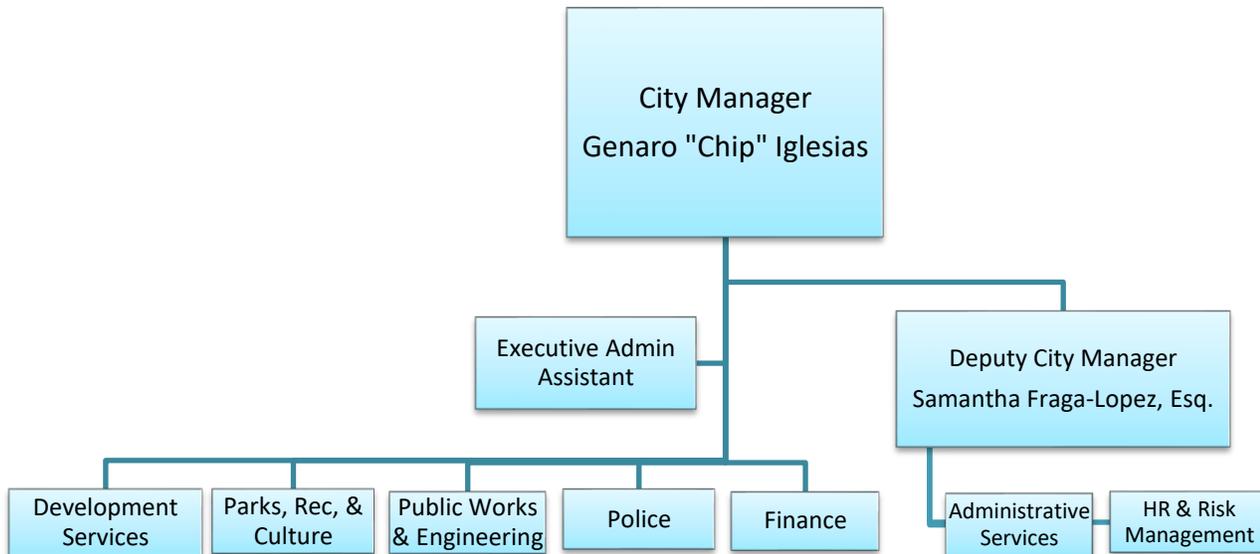
3120 Legal Services – Retainer -- This expense line item is used to fund services of the City Attorney firm. The amount is set as a flat fee, which includes an increase over the initial amount approved by the Commission as part of this budget in accordance with the terms of the retainer agreement. The adjustment takes into account the fact that the severance from the prior City Attorney has been fully paid. The amount represents 100% of the fees for general services for the fiscal year.

3410 Other Professional Legal Expenses – Excluded service not covered by the general services retainer that are required throughout the fiscal year is paid from this line item for issues that include specialized services in employment, labor, and pension matters, and special projects requiring specialized expertise, or intensive time demands over and above general services.



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 2023**

- Delivered a fiscally responsible budget.
- Continued to obtain grant funding allowing the City to move forward with projects that are a priority for the residents as well as the Mayor and Commission.
- Continued to take steps to 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.
- Held a strategic planning workshop with the Mayor and Commission allowing for the City to efficiently and effectively plan for the fiscally responsible completion of priority projects.
- Launched SoMi Connect, an application that allows staff, residents, business owners, and visitors, to quickly report issues and have them resolved, similar to 311 with Miami-Dade County.
- Hosted the City's third annual large-scale recycling event.
- Received an appropriation of \$1.8 million from the State towards completion of a portion of Sub-Area K, which will provide sewer to the community building at Dante Fascell Park as well as to 43 residential properties within the area.

#### **CITY MANAGER'S OFFICE OBJECTIVES FOR FY 2024**

- Continue to provide the leadership and direction necessary to define a comprehensive list of strategic goals and objectives established by the Mayor and Commission.
- Implement a plan to successfully accomplish the strategic goals and objectives identified by the Mayor and Commission.



- Expand the City’s communications with residents and business owners via the City’s website, newsletter, and press releases, as well as through the City’s presence on social media.
- Aggressively pursue grants and funding opportunities to complete projects within the City.
- Develop long-range capital plans, allowing the City to continue to complete projects in a timely and fiscally responsible manner.



**CITY MANAGER'S OFFICE BUDGET FY 2023-2024**  
**001-1310-513**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
0011310	5131210 SALARIES-REGULAR	470,463	456,301	483,942	558,627	582,567
0011310	5132110 F.I.C.A.	29,348	30,369	37,022	42,735	43,864
0011310	5132210 PENSION PLAN CONTRIBUTION	48,194	34,350	60,253	59,626	46,285
0011310	5132310 GROUP HEALTH INSURANCE	34,803	38,012	43,339	56,737	55,886
0011310	5132410 WORKER'S COMPENSATION	522	512	1,452	592	1,689
	<b>TOTAL PERSONNEL SERVICES</b>	<b>583,330</b>	<b>559,544</b>	<b>626,008</b>	<b>718,317</b>	<b>730,291</b>
0011310	5133450 CONTRACTUAL SERVICES	176,777	178,654	245,000	232,950	220,000
0011310	5134060 AUTO ALLOWANCE	11,111	11,460	11,850	11,850	11,850
0011310	5134065 CITY MANAGER EXPENSE	4,497	3,560	9,000	9,000	9,000
0011310	5134070 TRAVEL & CONFERENCE	147	3,821	10,000	10,000	10,000
0011310	5134110 POSTAGE	569	865	1,000	1,000	1,000
0011310	5134120 COMMUNICATION	1,812	2,033	2,280	2,280	4,200
0011310	5134515 AUTO INSURANCE	385	389	500	500	500
0011310	5134710 PRINTING- INFRASTRUCTURE	1,537	1,399	2,000	2,000	2,000
0011310	5135210 SUPPLIES	6,978	10,206	10,000	10,000	10,000
0011310	5135230 FUEL	380	400	2,216	2,216	2,216
0011310	5135410 MEMBERSHIPS & SUBSCRIPTIONS	6,896	2,440	12,000	12,000	12,000
	<b>TOTAL OPERATING EXPENSES</b>	<b>211,089</b>	<b>215,227</b>	<b>305,846</b>	<b>293,796</b>	<b>282,766</b>
0011310	5139920 GENERAL CONTINGENCY	4,840	0	100,000	500	80,000
	<b>OTHER FUNDING SOURCE</b>	<b>4,840</b>	<b>0</b>	<b>100,000</b>	<b>500</b>	<b>80,000</b>
	<b>TOTAL CITY MANAGER</b>	<b>799,258</b>	<b>774,771</b>	<b>1,031,854</b>	<b>1,012,613</b>	<b>1,093,057</b>

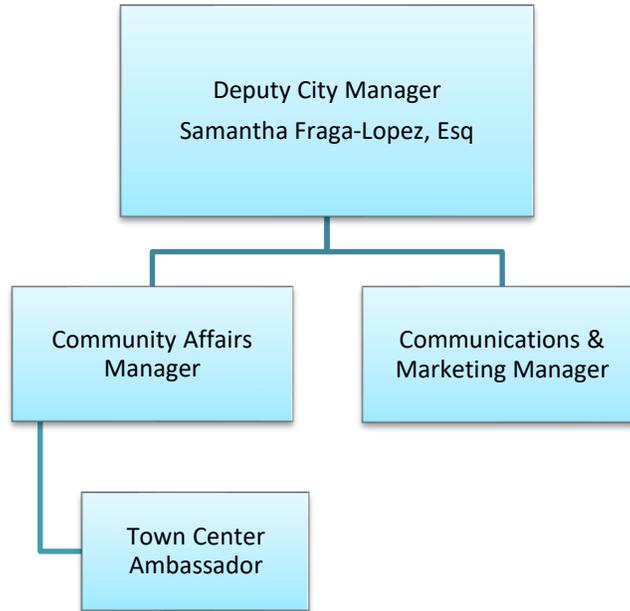
**CITY MANAGER'S OFFICE BUDGET HIGHLIGHTS**

**3450 Contractual Services –**

State Lobbyists	100,000
Federal Lobbyist	30,000
Performance Measurement Audit (Charter Section 3F)	50,000
Other Projects - Miscellaneous	40,000
<b>TOTAL</b>	<b><u>220,000</u></b>



## ADMINISTRATIVE SERVICES DEPARTMENT



### ADMINISTRATIVE SERVICES DEPARTMENT FUNCTION

The Administrative Services Department oversees the Human Resources and Risk Management Division, Communications and Marketing Division and Community Outreach Division. The Department's goal is to connect, engage and unite the community through creative, accurate and innovative communication that enhances the city's brand. The department oversees the City's communication strategies including digital content, website development, broadcast, social media outreach and management, creative services, photography, and videography. Furthermore, the Department strives to enhance and coordinate the delivery of outreach programs to the City's vibrant Town Center using high-quality communications and marketing tactics that provide the right message, to the right person, at the right time in support of the businesses to help them meet their goals.



**ADMINISTRATIVE SERVICES FY 2023-2024  
001-1300-513**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
0011300	5131210	0	0	0	0	140,000
0011300	5131310	0	0	0	0	23,580
0011300	5132110	0	0	0	0	12,514
0011300	5132210	0	0	0	0	14,000
0011300	5132310	0	0	0	0	21,071
0011300	5132410	0	0	0	0	491
	<b>TOTAL PERSONNEL SERVICES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>211,656</b>
0011300	5133450	0	0	0	0	110,000
0011300	5134110	0	0	0	0	1,500
0011300	5134120	0	0	0	0	1,800
0011300	5134710	0	0	0	0	1,000
0011300	5135210	0	0	0	0	2,000
	<b>TOTAL OPERATING EXPENSES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>116,300</b>
0011300	5139920	0	0	0	0	5,000
	<b>OTHER FUNDING SOURCE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5,000</b>
	<b>TOTAL ADMINISTRATIVE SERVICES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>332,956</b>

**ADMINISTRATIVE SERVICES BUDGET HIGHLIGHTS**

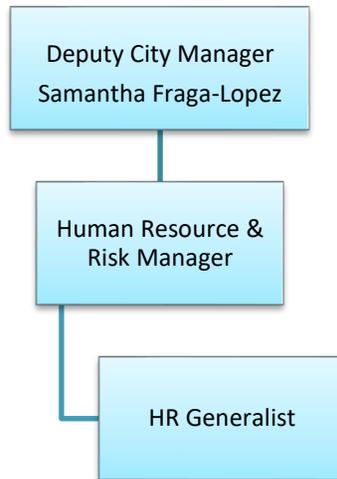
**3450 Contractual Services –**

Communications	35,000
Downtown Activation	50,000
Communities of Excellence	25,000
<b>TOTAL</b>	<b>110,000</b>



## HUMAN RESOURCE AND RISK MANAGEMENT DEPARTMENT

001-1330-513



### **MISSION**

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

### **HUMAN RESOURCE & RISK MANAGEMENT DIVISION FUNCTION**

The Human Resource & Risk Management provides service to the City and the employees in numerous 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.



### **HUMAN RESOURCE & RISK MANAGEMENT DIVISION ACCOMPLISHMENTS FOR FY 2023**

- Continued to offer wellness activities to improve employee physical and mental well-being.
- Continued to provide educational materials to employees regarding FMLA and Workman’s Compensation so both staff and Directors/Supervisors are versed in the intricacies of each.
- Stayed abreast of changes in state and federal laws and maintain all employee manuals and forms up to date.
- Digitized older files so they are easier to access.
- Effectively advertised and hired when vacancies occurred throughout departments.

### **HUMAN RESOURCE & RISK MANAGEMENT DIVISION OBJECTIVES FOR FY 2024**

- Provide additional informative sessions and documentation for employees as it relates to FMLA, Workers Compensation, and ADA.
- Provide professional development programs designed to improve job skills, leadership capabilities, employee productivity, and employee morale.
- Continue process of scanning and saving files for easier access.
- Host a successful Wellness Fair.
- Seek options to lower employee health insurance costs.



**HUMAN RESOURCE & RISK MANAGEMENT DIVISION ACTIVITY REPORT**

<b>ACTIVITY</b>	<b>ACTUAL FY 2020</b>	<b>ACTUAL FY 2021</b>	<b>ACTUAL FY 2022</b>	<b>PROJECTED FY 2023</b>	<b>ESTIMATED FY 2024</b>
National Background Screenings	55	40	45	40	40
Employment Advertisements	15	10	10	10	15
Wellness Fairs	2	0	1	1	1
Safety Meetings	4	4	4	4	4
Workers Compensation Claims	20	25	15	20	15
Pre-employment Physicals	30	20	20	20	25
Post Accident Drug Screenings	50	50	40	35	35
Drivers License Checks	150	150	100	75	75



**HUMAN RESOURCE & RISK MANAGEMENT BUDGET FY 2023-2024**  
**001-1330-513**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
0011330	5131210 SALARIES - REGULAR	63,484	182,001	70,964	71,241	175,327
0011330	5132110 F.I.C.A.	4,357	6,302	5,429	5,184	13,413
0011330	5132210 PENSION PLAN CONTRIBUTION	0	5,288	6,387	6,513	17,533
0011330	5132310 GROUP HEALTH INSURANCE	7,454	8,247	9,646	8,816	21,071
0011330	5132410 WORKER'S COMPENSATION	77	77	213	155	526
	<b>TOTAL PERSONNEL SERVICES</b>	<b>75,372</b>	<b>201,915</b>	<b>92,639</b>	<b>91,909</b>	<b>227,870</b>
0011330	5132510 UNEMPLOYMENT COMPENSATION	15,400	2,465	20,000	10,000	10,000
0011330	5132610 EMPLOYEE ASSISTANCE PROGRAM	3,822	7,350	10,000	10,000	15,000
0011330	5133160 RANDOM & PRE-EMPLOY TESTING	6,405	8,060	10,000	10,000	10,000
0011330	5133450 CONTRACTUAL SERVICES	54,739	54,579	65,000	65,000	118,000
0011330	5134080 EMPLOYEE EDUCATION	890	0	8,500	8,500	8,500
0011330	5134110 POSTAGE	114	182	300	300	300
0011330	5134120 COMMUNICATION	417	448	1,080	600	1,200
0011330	5134510 LIABILITY INSURANCE	321,387	278,909	500,000	380,000	500,000
0011330	5134710 PRINTING- INFRASTRUCTURE	1,042	987	2,460	2,460	2,460
0011330	5134850 ADVERTISING-NON-LEGAL	4,530	4,757	5,000	5,000	5,000
0011330	5135210 SUPPLIES	1,437	794	2,000	2,000	2,000
0011330	5135410 MEMBERSHIPS & SUBSCRIPTIONS	425	0	1,000	1,000	1,000
	<b>TOTAL OPERATING EXPENSES</b>	<b>410,608</b>	<b>358,531</b>	<b>625,340</b>	<b>494,860</b>	<b>673,460</b>
0011330	5139920 CONTINGENCY	0	0	5,000	0	5,000
	<b>OTHER FUNDING SOURCE</b>	<b>0</b>	<b>0</b>	<b>5,000</b>	<b>0</b>	<b>5,000</b>
	<b>TOTAL PERSONNEL DIVISION</b>	<b>485,980</b>	<b>560,446</b>	<b>722,979</b>	<b>586,769</b>	<b>906,330</b>

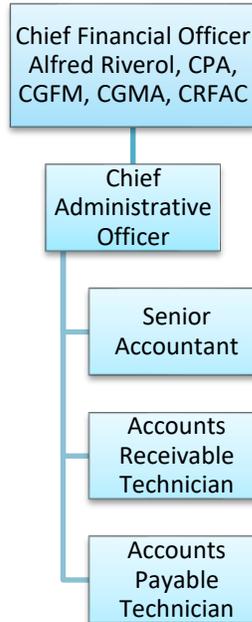
**HUMAN RESOURCE & RISK MANAGEMENT DIVISION BUDGET HIGHLIGHTS**

**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.



## 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, Procurement Division, as well as the Information Technology Division report under the Finance Department.



### **FINANCE DEPARTMENT ACCOMPLISHMENTS FOR FY 2023**

- Assisted the City Manager in the preparation of a balanced FY 2024 Annual Operating and Capital Budget.
- Produced the Annual Comprehensive Financial Report without auditor findings.
- Obtained all three Government Finance Officers Association (GFOA) prestigious awards for Budget, Annual Comprehensive 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.
- The Finance department expanded its online payment options. City Residents and businesses can now pay for solid waste charges, local background checks, residential parking permits, police extra duty services, and lien search requests online.
- Continued to improve the City's Parking Garage through additional cleaning, lighting, security cameras, and added electric vehicle charging stations.

### **FINANCE DEPARTMENT OBJECTIVES FOR FY 2024**

- Produce and post online by the 10<sup>th</sup> of the following month the City's monthly finance report for the previous month.
- Obtaining all three Government Finance Officers Association (GFOA) prestigious awards for Budget, Annual Comprehensive Financial Report, and Popular Annual Financial Report; certifying that the City's finance reports are being produced at the highest standard possible.
- Reduce the amount of physical vendor checks from 40% to no more than 20% of payments made and convert to electronic funds transfer payments.
- Implement a revenue generating purchasing card program.
- Coordinate with valet operators to establish smart valet operations and process for Town Center.



- Increase revenue for the City’s Municipal Parking Garage by 20%.

### FINANCE DEPARTMENT ACTIVITY REPORT

ACTIVITY	ACTUAL FY 2020	ACTUAL FY 2021	ACTUAL FY 2022	PROJECTED FY 2023	ESTIMATED FY 2024
Number of Parking Decals Sold	1,335	1,280	2,695	3,400	3,600
Annual Comprehensive Financial Report (ACFR)	1	1	1	1	1
Popular Annual Financial Report (PAFR)	1	1	1	1	1
Number of Annual Balanced Budget	1	1	1	1	1
Number of A/P Checks/EFT's Processed	2,919	2,776	2,609	2,650	2,750



**FINANCE DEPARTMENT BUDGET FY 2023-2024**  
**001-1410-513**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
0011410	5131210 SALARIES - REGULAR	417,380	441,590	461,654	483,060	523,755
0011410	5132110 F.I.C.A.	29,986	32,488	35,317	34,824	40,067
0011410	5132210 PENSION PLAN CONTRIBUTION	26,989	33,649	38,130	37,931	48,026
0011410	5132220 DEFERRED COMPENSATION (ICMA)	468	2,420	2,659	2,552	3,045
0011410	5132310 GROUP HEALTH INSURANCE	37,627	41,452	48,231	45,222	52,679
0011410	5132410 WORKER'S COMPENSATION	526	492	1,385	976	1,571
	<b>TOTAL PERSONNEL SERVICES</b>	<b>512,976</b>	<b>552,091</b>	<b>587,376</b>	<b>604,563</b>	<b>669,143</b>
0011410	5133100 PROFESSIONAL SERVICES	9,060	8,912	10,000	8,000	10,000
0011410	5133210 AUDITOR'S FEE	64,000	57,500	79,000	66,000	76,000
0011410	5133450 CONTRACTUAL SERVICES	14,953	11,431	16,900	13,400	66,900
0011410	5133459 CONTRACTUAL SERVICES- PARKING	522,443	503,561	556,838	565,652	624,837
0011410	5134060 AUTO ALLOWANCE	0	3,613	3,600	3,600	3,600
0011410	5134070 TRAVEL & CONFERENCE	0	1,435	3,710	3,710	3,710
0011410	5134110 POSTAGE	4,658	4,013	7,030	6,000	6,030
0011410	5134120 COMMUNICATION	1,506	1,415	1,560	1,992	2,280
0011410	5134515 AUTO INSURANCE	2,375	2,400	1,542	1,200	1,542
0011410	5134634 MAINTENANCE COMP PROGRAMS	50,846	74,469	62,430	62,430	68,172
0011410	5134710 PRINTING- INFRASTRUCTURE	1,132	1,230	1,230	1,103	1,230
0011410	5135205 COMPUTER EQUIPMENT	9	898	1,500	1,500	2,500
0011410	5135210 SUPPLIES	7,117	8,288	9,300	9,300	9,300
0011410	5135230 FUEL	1,140	1,201	4,428	3,038	3,428
0011410	5135410 MEMBERSHIPS & SUBSCRIPTIONS	1,532	859	1,850	1,850	1,850
	<b>TOTAL OPERATING EXPENSES</b>	<b>680,771</b>	<b>681,225</b>	<b>760,918</b>	<b>748,775</b>	<b>881,379</b>
0011410	5139920 CONTINGENCY	0	0	5,000	0	5,000
	<b>OTHER FUNDING SOURCE</b>	<b>0</b>	<b>0</b>	<b>5,000</b>	<b>0</b>	<b>5,000</b>
	<b>TOTAL FINANCE</b>	<b>1,193,747</b>	<b>1,233,316</b>	<b>1,353,294</b>	<b>1,353,338</b>	<b>1,555,522</b>



## 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 2023**

- Upgraded the software in all the workstations on the City's network to Windows 10.
- Improved the City's SharePoint site, minimizing the amount of data stored on the City servers and to better help the City's staff connect remotely.
- Upgraded the hardware components in all the workstations on the City's network.
- Upgraded VMWare Tools for all the VM servers on the City and PD.
- Updated the TRAKiT System to the latest version available.
- Installed a new firewall at the City of South Miami Parking Garage and connected the City Parking Garage to the City's Network.
- Deployed new state of the art Fortinet 24-Port PoE Switch in the Parking Garage to assist with the newly deployed camera surveillance system and network traffic.
- Renewed Microsoft Office365 licenses for the City and the Police Department.



- Upgraded and deployed new Xerox Copiers in the entire City and the Police Department.
- Installed and implemented Vibe Whiteboard in the City's conference room.
- Implemented a new Wi-Fi (SSID) for the Vibe Whiteboard for easy integration for CM.
- Deployed and enhanced the existing Wi-Fi for the Vibe Whiteboard into a fully functional Wi-Fi Mesh Network that serves the entire City Hall.
- Upgraded Windows servers on City and PD network and applied patches.
- Installed and implemented a backup Velo Box in the City, which provides the City with internet redundancy.
- Deployed new state of the art curved monitors for the PD's Communications Department.

#### **INFORMATION TECHNOLOGY DIVISION OBJECTIVES FOR FY 2024**

- Continue to deploy laptops as part of the City's personal computer program.
- Clean up data center and remove servers from racks that are no longer in-use.
- Implement Edge Gateway (proxy) for TeleSwitch to enable remote users.
- Continue to upgrade all Windows servers on City and PD network and apply patches.
- Continue improving the Microsoft SharePoint site to enhance the City's staff's ability to work remotely.
- Update the City's Finance Software to the newest version.
- Reduce the amount of data stored on City servers.
- Implement mandatory yearly cyber-security training to all employees of the City.
- Continue to provide 100% customer satisfaction.



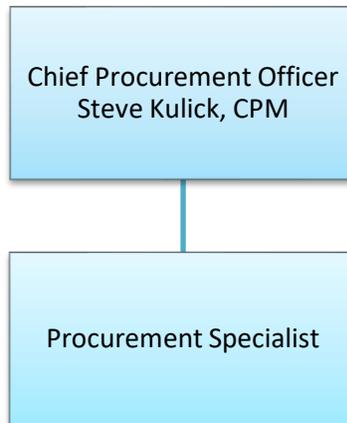
**INFORMATION TECHNOLOGY DIVISION BUDGET FY 2023-2024**  
**001-1340-513**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
0011340	5133450 CONTRACTUAL SERV - INFRASTRUCT	307,976	319,217	317,497	317,497	351,786
0011340	5134632 INTERNET SERVICE	50,609	59,641	50,520	50,520	52,620
0011340	5134634 MAINTENANCE - INTERNET SERVICE	155,772	144,062	171,438	162,270	185,624
0011340	5135205 COMPUTER EQUIPMENT	7,967	10,175	23,240	23,240	20,000
0011340	5135210 SUPPLIES	1,773	5,550	3,440	3,440	3,500
	<b>TOTAL OPERATING EXPENSES</b>	<b>524,097</b>	<b>538,645</b>	<b>566,135</b>	<b>556,967</b>	<b>613,530</b>
	<b>TOTAL ITD</b>	<b>524,097</b>	<b>538,645</b>	<b>566,135</b>	<b>556,967</b>	<b>613,530</b>



## 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 2023

- Attained Outstanding Agency Accreditation from NIGP, the National Institute for Government Purchasing.
- Complied with Procurement Division Performance Audit findings:
  - Developed draft Policy and Procedures Manual for review by City Attorney and City Manager.
  - Formerly tracked solicitations developed and advertised up to award



recommendation and, identify bids rejected and re-solicit if applicable.

- Conducted Procurement Survey of departments that interface with Procurement for feedback and any corrective actions needed.
- Continued expanding E-Bidding and virtual solicitation related meetings for all City procurements.

**PROCUREMENT DIVISION OBJECTIVES FOR FY 2024**

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 to operate more efficiently, by implementing the following procedures:

- Conduct virtual supplier outreach at a minimum once per year on “How to Do Business With the City.”
- Finalize new solicitation documents and templates and various contract templates such as, Construction, Professional Services, Piggyback, etc., with the new City Attorney.

**PROCUREMENT DIVISION ACTIVITY REPORT**

ACTIVITY	ACTUAL FY 2020	ACTUAL FY 2021	ACTUAL FY 2022	ACTUAL FY 2023	ESTIMATED FY 2024
Purchase Orders Issued	210	200	150	260	240
No. of RFP's & RFQ's Issued	24	28	28	22	25

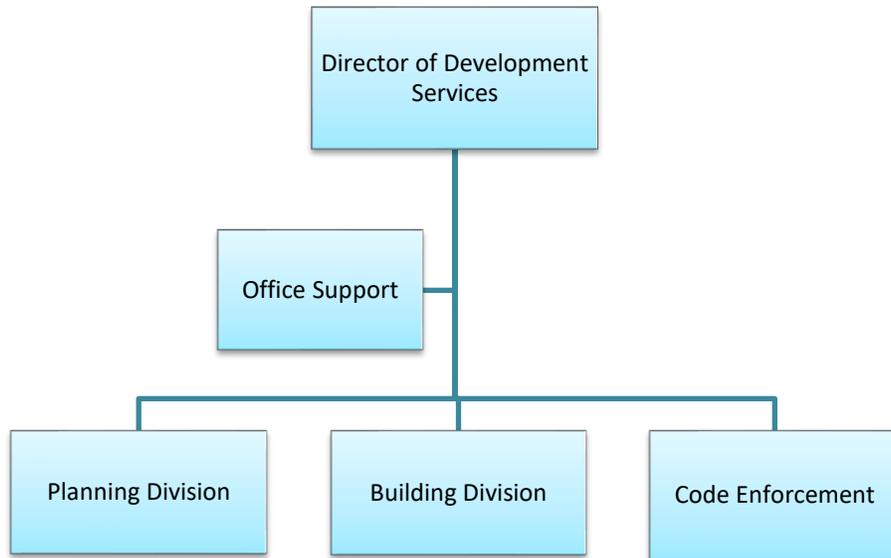


**PROCUREMENT DIVISION BUDGET FY 2023-2024**  
**001-1320-513**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
0011320	5131210 SALARIES - REGULAR	131,622	141,977	153,551	151,212	175,845
0011320	5132110 F.I.C.A.	11,054	11,936	11,747	12,072	15,064
0011320	5132210 PENSION PLAN CONTRIBUTION	10,658	10,919	13,820	14,094	17,585
0011320	5132310 GROUP HEALTH INSURANCE	15,541	16,808	19,292	17,650	21,071
0011320	5132410 WORKER'S COMPENSATION	159	160	461	336	528
	<b>TOTAL PERSONNEL SERVICES</b>	<b>169,034</b>	<b>181,800</b>	<b>198,871</b>	<b>195,364</b>	<b>230,093</b>
0011320	5133450 CONTRACTUAL SERVICES	6,300	9,949	10,550	8,550	8,550
0011320	5134110 POSTAGE	2,981	1,742	3,000	2,000	2,000
0011320	5134120 COMMUNICATION	1,120	1,119	1,200	1,200	1,200
0011320	5134125 TELEPHONE	44,346	30,106	36,213	35,213	36,500
0011320	5134420 LEASE POSTAGE MACH	3,358	3,832	3,833	3,833	3,833
0011320	5134615 MAINT - OFFICE EQUIPMENT	1,045	1,100	1,350	1,350	1,350
0011320	5134710 PRINT/BIND/COPYING	1,454	1,488	2,461	2,461	2,461
0011320	5134720 PRINTING-CONTRACTUAL	1,677	282	2,000	1,500	1,500
0011320	5135210 SUPPLIES	15,421	21,602	31,110	24,150	21,150
0011320	5135410 MEMBERSHIPS & SUBSCRIPTIONS	280	0	280	290	300
	<b>TOTAL OPERATING EXPENSES</b>	<b>77,982</b>	<b>71,220</b>	<b>91,997</b>	<b>80,547</b>	<b>78,844</b>
0011320	5139920 CONTINGENCY	0	0	5,000	0	5,000
	<b>OTHER FUNDING SOURCE</b>	<b>0</b>	<b>0</b>	<b>5,000</b>	<b>0</b>	<b>5,000</b>
	<b>TOTAL PROCUREMENT DIVISION</b>	<b>247,016</b>	<b>253,020</b>	<b>295,868</b>	<b>275,911</b>	<b>313,937</b>



## OFFICE OF THE DIRECTOR OF DEVELOPMENT SERVICES DEPARTMENT



### OFFICE OF THE DIRECTOR OF DEVELOPMENT SERVICES DEPARTMENT FUNCTION

The Development Services Department oversees the Building, Planning & Zoning, and Code Enforcement Divisions, and its mission is to foster through sound land use planning and management, a family friendly community that has an appropriate balance of housing, employment, recreational, cultural, and educational opportunities to further the City's goal to be a safe, healthy, and sustainable community. We are committed to provide professional, prompt, and predictable services to our citizens and the development community that exceed the expectations of those we serve. The Development Services Department is a customer focused department that facilitates investment in the City in order to create a balanced, sustainable community that enhances the overall quality of life for our residents, business owners and visitors.



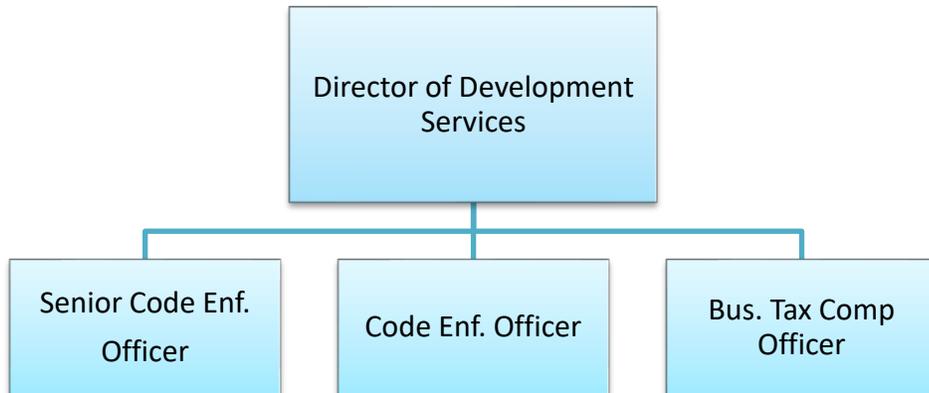
**OFFICE OF THE DIRECTOR OF DEVELOPMENT SERVICES FY 2023-2024**  
**001-1600-524**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
0011600	5241210 SALARIES - REGULAR	0	0	0	0	188,259
0011600	5242110 F.I.C.A.	0	0	0	0	15,208
0011600	5242210 PENSION PLAN CONTRIBUTION	0	0	0	0	15,000
0011600	5242220 ICMA RETIREMENT	0	0	0	0	2,678
0011600	5242310 GROUP HEALTH INSURANCE	0	0	0	0	21,071
0011600	5242410 WORKER'S COMPENSATION	0	0	0	0	565
	<b>TOTAL PERSONNEL SERVICES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>242,781</b>
0011600	5244070 TRAVEL & CONFERENCE	0	0	0	0	5,000
0011600	5244120 COMMUNICATION	0	0	0	0	540
0011600	5244710 PRINTING-INFRASTRUCTURE	0	0	0	0	1,640
0011600	5245205 COMPUTER-EQUIPMENT	0	0	0	0	3,000
0011600	5245210 SUPPLIES	0	0	0	0	3,500
	<b>TOTAL OPERATING EXPENSES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>13,680</b>
0011600	5249920 CONTINGENCY	0	0	0	0	5,000
	<b>OTHER FUNDING SOURCE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5,000</b>
	<b>TOTAL DEVELOPMENT SERVICES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>261,461</b>



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 2023**

- Increased knowledge of E-TRAKiT to improve efficiency in tracking cases.
- Sustained a clean, habitable city environment through an all-inclusive commitment to inspecting and maintaining a healthy community.
- Collected 100% of the business tax renewal fees.
- Conducted citywide inspections to ensure businesses were compliance with all agencies prior to operating, including DERM.
- Updated Business Tax Receipt (BTR) forms on the City's website.
- Performed outreach to inform residents of updates to the City's Code of Ordinances.

### **CODE ENFORCEMENT DIVISION OBJECTIVES FOR FY 2024**

- Continue to work with businesses to ensure they maintain proper licenses.
- Continue providing excellent customer service inclusive of education to Business Tax Receipt applicants.
- Work with TRAKiT to effectively update the system for license renewals.
- Develop a list of frequently asked questions to post on the City's website and provide residents and businesses owners with educational materials as it pertains to the City's Code.
- Revise and update forms, courtesy notices, and civil infraction notices.



**CODE ENFORCEMENT BUDGET FY 2023-2024**

**001-1640-524**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
0011640	5241210 SALARIES - REGULAR	260,669	243,302	211,324	211,324	243,558
0011640	5241410 SALARIES - OVERTIME	0	0	0	0	0
0011640	5242110 F.I.C.A.	19,897	19,113	16,166	16,166	19,438
0011640	5242210 PENSION PLAN CONTRIBUTION	20,517	21,328	18,938	18,740	24,266
0011640	5242220 ICMA RETIREMENT	0	0	0	0	0
0011640	5242310 GROUP HEALTH INSURANCE	30,317	27,195	28,939	27,153	31,607
0011640	5242410 WORKER'S COMPENSATION	3,361	4,319	8,733	3,566	10,070
	<b>TOTAL PERSONNEL SERVICES</b>	<b>334,761</b>	<b>315,257</b>	<b>284,100</b>	<b>276,949</b>	<b>328,939</b>
0011640	5243111 CONTRACTUAL - SPECIAL MASTER	9,278	1,838	10,000	5,000	10,000
0011640	5243450 CONTRACTUAL	776	575	5,000	5,000	5,000
0011640	5244070 TRAVEL & CONFERENCE	0	0	600	600	600
0011640	5244080 EMPLOYEE EDUCATION	0	210	2,500	2,500	2,500
0011640	5244110 POSTAGE	2,671	3,996	5,000	5,000	5,000
0011640	5244120 COMMUNICATION	3,035	2,415	2,200	2,800	2,800
0011640	5244515 LIABILITY INSURANCE-AUTO	2,705	2,734	3,500	2,000	2,000
0011640	5244710 PRINTING-INFRASTRUCTURE	1,028	1,063	1,650	1,650	1,650
0011640	5244920 OTHER CHARGES-LIENS	867	459	1,650	1,650	1,650
0011640	5245205 COMPUTER EQUIPMENT	0	0	1,000	0	1,000
0011640	5245210 SUPPLIES	1,879	2,278	3,500	3,500	3,500
0011640	5245220 UNIFORMS	117	511	1,000	1,000	1,000
0011640	5245230 FUEL	1,569	1,653	6,640	6,640	6,640
0011640	5245410 MEMBERSHIPS & SUBSCRIPTIONS	495	423	450	450	450
	<b>TOTAL OPERATING EXPENSES</b>	<b>24,420</b>	<b>18,155</b>	<b>44,690</b>	<b>37,790</b>	<b>43,790</b>
0011640	5249920 CONTINGENCY	0	0	5,000	0	5,000
	<b>OTHER FUNDING SOURCE</b>	<b>0</b>	<b>0</b>	<b>5,000</b>	<b>0</b>	<b>5,000</b>
	<b>TOTAL CODE ENFORCEMENT</b>	<b>359,181</b>	<b>333,412</b>	<b>333,790</b>	<b>314,739</b>	<b>377,729</b>

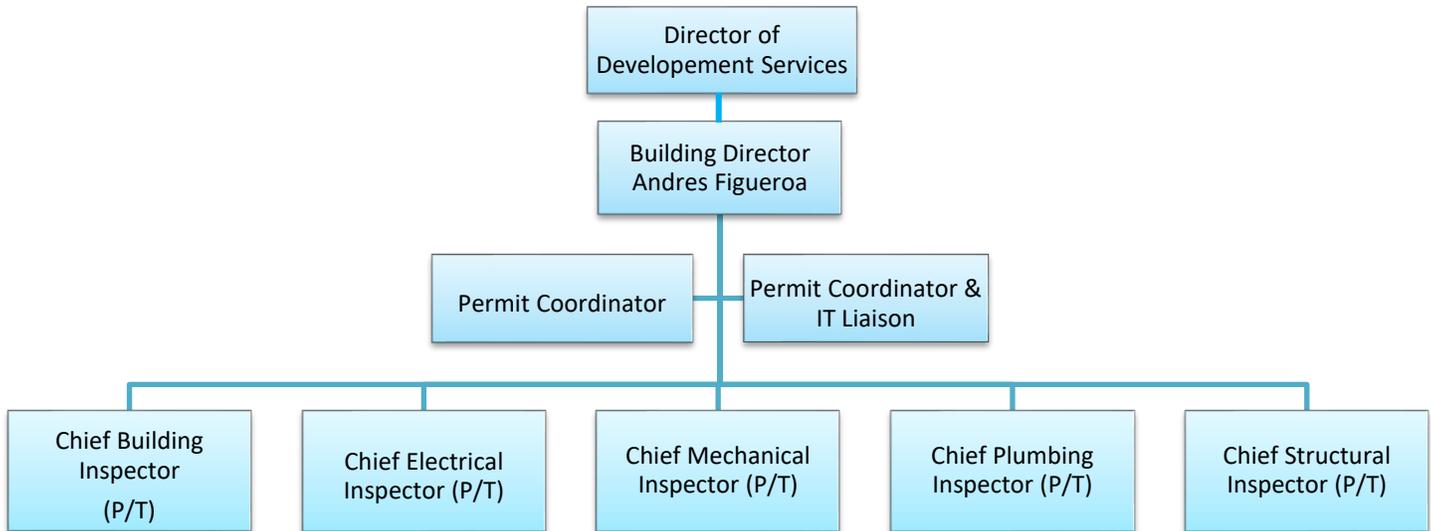
**CODE ENFORCEMENT DIVISION BUDGET HIGHLIGHTS**

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



**BUILDING DIVISION**

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 DIVISION ACCOMPLISHMENTS FY 2023**

- Departmental staff maintained cordial relations with developers, contractors and City residents, providing technical assistance and support while enforcing the applicable State and City codes.
- Completed 100% of all building inspections requested before 4:00 pm and document them 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 approval by other departments.
- Kept track and reviewed all departmental performance parameters and submit monthly reports.
- Performed onsite visit of building that were of concern to patrons.

#### **BUILDING DEPARTMENT OBJECTIVES FY 2024**

- Continue to 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 all inspectors have all the necessary training to complete all the inspections in a professional manner.
- Process 100% of the building permit applications within ten working days after approval by other departments.
- Track and review all departmental performance parameters.
- Continue enforcing 40-year re-certification compliance.
- Perform onsite visits of buildings that are of concern to patrons.
- Digitize building plans for archives.



**BUILDING DEPARTMENT ACTIVITY REPORT**

ACTIVITY		ACTUAL FY 2020	ACTUAL FY 2021	ACTUAL FY 2022	PROJECTED FY 2023	ESTIMATED FY 2024
PERMITS:						
	Building	620	615	600	540	550
	Roofing	225	220	200	194	198
	Electrical	320	315	300	254	260
	Mechanical	145	140	135	112	120
	Plumbing	190	185	180	194	200
<b>TOTAL PERMITS</b>		<b>1,500</b>	<b>1,475</b>	<b>1,415</b>	<b>1,294</b>	<b>1,328</b>
INSPECTIONS:						
	Building	1,460	1,450	1,400	1,488	1,480
	Roofing	740	730	720	1,096	1,000
	Electrical	760	750	740	900	800
	Mechanical	340	330	320	314	320
	Plumbing	500	490	480	568	550
<b>TOTAL INSPECTIONS</b>		<b>3,800</b>	<b>3,750</b>	<b>3,660</b>	<b>4,366</b>	<b>4,150</b>



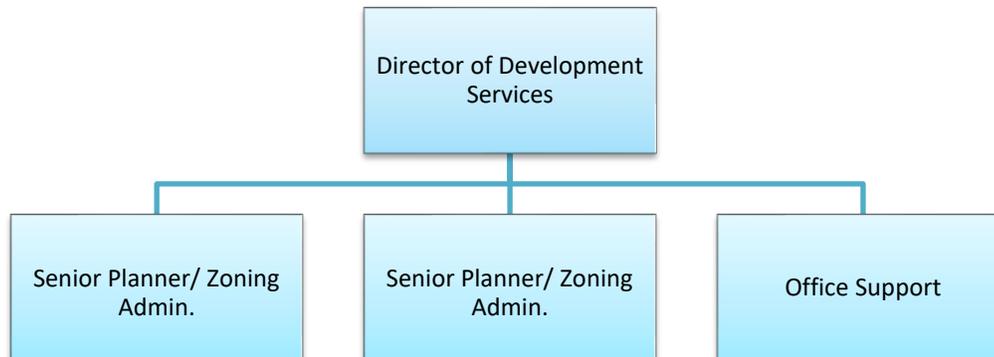
**BUILDING DEPARTMENT BUDGET FY 2023-2024**  
**001-1610-524**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
0011610	5241210 SALARIES - REGULAR	193,862	207,706	225,014	221,587	261,222
0011610	5241310 SALARIES - PART TIME - INSPECTORS	179,349	180,849	187,204	189,741	199,686
0011610	5242110 F.I.C.A.	28,032	29,155	30,931	30,834	35,259
0011610	5242210 PENSION PLAN CONTRIBUTION	0	11,977	15,567	15,875	20,161
0011610	5242220 ICMA RETIREMENT	3,213	3,441	3,644	3,588	4,173
0011610	5242310 GROUP HEALTH INSURANCE	22,369	24,748	28,939	26,452	31,607
0011610	5242410 WORKER'S COMPENSATION	3,777	2,469	6,270	4,572	7,014
	<b>TOTAL PERSONNEL SERVICES</b>	<b>430,602</b>	<b>460,345</b>	<b>497,569</b>	<b>492,649</b>	<b>559,122</b>
0011610	5243150 CONTRACT INSPECTORS	1,100	2,300	3,000	3,000	3,000
0011610	5243450 CONTRACTUAL SERVICES	0	0	1,000	1,000	1,000
0011610	5244110 POSTAGE	76	125	200	200	200
0011610	5244120 COMMUNICATION	3,447	2,697	4,020	4,020	4,020
0011610	5244515 LIABILITY INSURANCE- AUTO	594	600	767	767	767
0011610	5244710 PRINTING - INFRASTRUCTURE	1,028	1,135	1,640	1,640	1,640
0011610	5245210 SUPPLIES	1,585	628	5,000	5,000	3,000
0011610	5245220 UNIFORMS	841	852	1,840	1,840	1,840
0011610	5245230 FUEL	915	964	2,216	2,216	2,216
0011610	5245410 MEMBERSHIPS & SUBSCRIPTIONS	0	116	160	160	160
	<b>TOTAL OPERATING EXPENSES</b>	<b>9,586</b>	<b>9,417</b>	<b>19,843</b>	<b>19,843</b>	<b>17,843</b>
0011610	5249920 CONTINGENCY	0	0	5,000	0	5,000
	<b>OTHER FUNDING SOURCE</b>	<b>0</b>	<b>0</b>	<b>5,000</b>	<b>0</b>	<b>5,000</b>
	<b>TOTAL BUILDING DEPARTMENT</b>	<b>440,188</b>	<b>469,762</b>	<b>522,412</b>	<b>512,492</b>	<b>581,965</b>



## PLANNING AND ZONING DIVISION

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 2023**

- 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 5750 Sunset Drive (Maestra-Sunset), which provides a mixed-use project with retail and 314 residential units of which 32 shall be affordable.
- Evaluated and gave recommendations on the design of the development of a rehabilitation hospital to be located at the northwest corner of the intersection of Sunset Drive and SW 62<sup>nd</sup> Avenue.
- Assisted Avalon Bay Communities in gaining approval of the Winn Dixie project from the Environmental Review and Preservation Board.
- 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 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 contract arborist, issued tree removal permits, and conducted follow-up inspections to close the permits.
- Issued outdoor dining permits and temporary sign permits.
- Conducted all zoning inspections for new construction.



- Coordinated with the City's consultant, The Corradino Group, on the Study of the Hometown District Overlay and the commercial zoning districts to propose changes that will make them compatible with the community's vision and the economy.

#### **PLANNING & ZONING OBJECTIVES FY 2024**

- 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; Zoning District Amendments; Special Uses; Variances; Site Plans; Development Regulation Revisions; and issue Sign Permits, Tree Removal Permits, Outdoor Dining Permits, Banners, 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.
- Provide training and guidance to new board members so they have the knowledge and expertise needed to serve on their respective boards.
- Explore options for incentivizing the use of green building standards in new development and redevelopment.
- Complete studies of the Hometown District Overlay and the commercial zoning districts and propose changes that will make them compatible with the community's vision and the economy.



- Revise the annexation application completed in FY2022 to reflect an adjustment in the boundary of the area.

**PLANNING & ZONING DEPARTMENT ACTIVITY REPORT**

ACTIVITY	ACTUAL FY 2020	ACTUAL FY 2021	ACTUAL FY 2022	PROJECTED FY 2023	ESTIMATED FY 2024
Building Permits Reviewed	712	850	800	900	1,100
<b>Items Processed for:</b>					
Planning Board	25	30	25	30	25
Environm. Review & Preserv. Board	80	70	70	70	80
Historic Preservation Board	5	5	5	6	8



**PLANNING AND ZONING DEPARTMENT BUDGET FY 2023-2024**  
**001-1620-524**

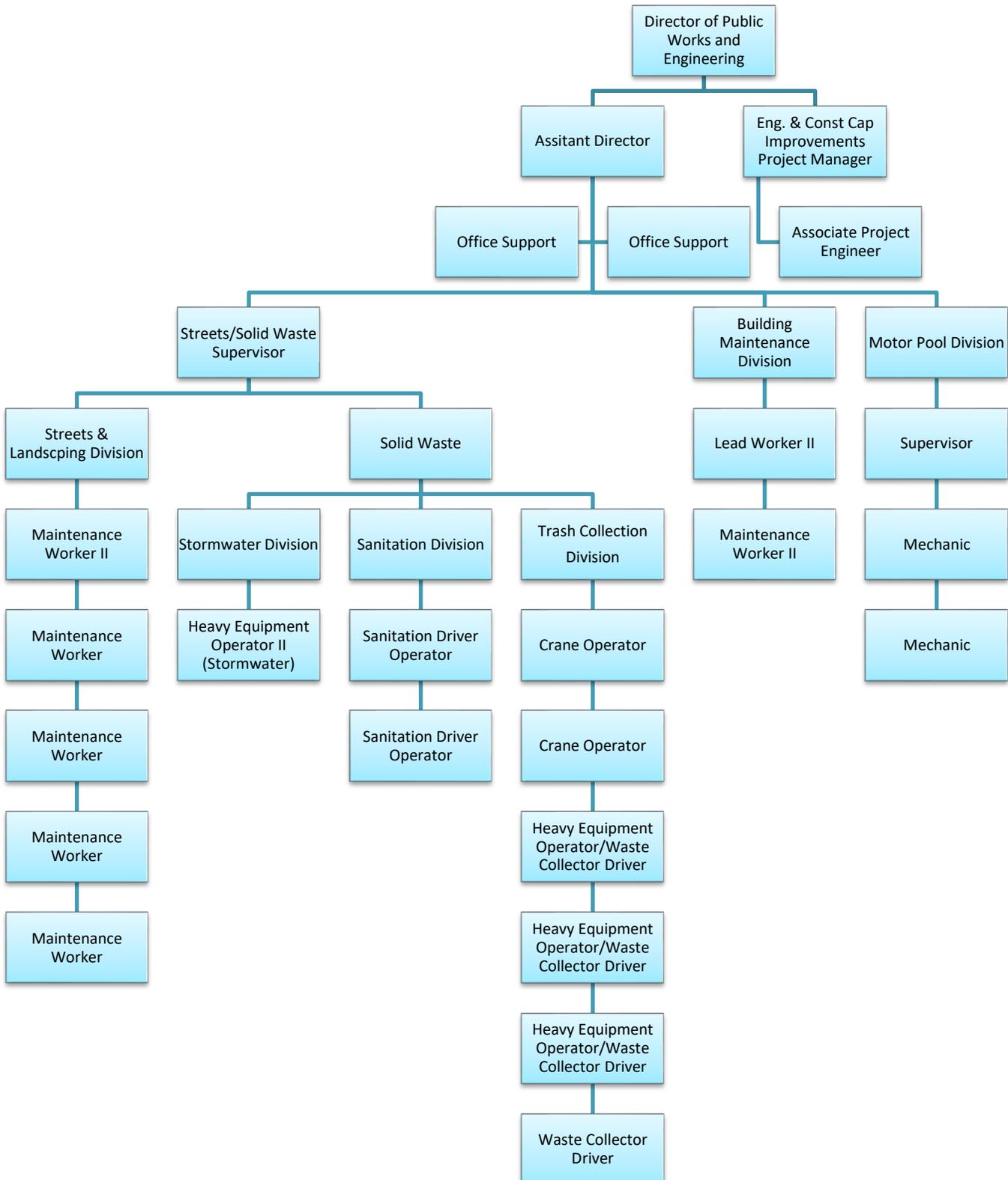
ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
0011620	5241210 SALARIES - REGULAR	291,398	281,009	323,893	308,662	172,935
0011620	5242110 F.I.C.A.	23,004	20,986	24,778	23,399	13,230
0011620	5242210 PENSION PLAN CONTRIBUTION	22,995	23,906	29,150	29,727	17,294
0011620	5242220 ICMA RETIREMENT	0	999	0	4,773	0
0011620	5242310 GROUP HEALTH INSURANCE	31,286	29,064	38,585	34,837	21,071
0011620	5242410 WORKER'S COMPENSATION	272	350	972	708	519
	<b>TOTAL PERSONNEL SERVICES</b>	<b>368,955</b>	<b>356,314</b>	<b>417,378</b>	<b>402,106</b>	<b>225,049</b>
0011620	5243100 PROFESSIONAL SERVICES	0	0	1,070	1,070	1,420
0011620	5243450 CONTRACTUAL SERVICES	28,680	64,834	135,000	135,000	350,000
0011620	5244070 TRAVEL & CONFERENCE	50	0	1,400	1,400	0
0011620	5244110 POSTAGE	949	1,434	2,500	2,500	2,500
0011620	5244120 COMMUNICATION	1,367	1,154	1,620	1,620	1,080
0011620	5244515 LIABILITY INSURANCE - AUTO	362	367	477	477	477
0011620	5244620 MAINTENANCE-OPER EQPT.	4,405	950	5,000	5,000	5,000
0011620	5244634 MAINTENANCE-INTERNET SOFTWARE	0	0	4,000	4,000	4,000
0011620	5244710 PRINTING-INFRASTRUCTURE	1,028	1,063	1,640	1,640	0
0011620	5244910 LEGAL ADS	2,545	927	4,000	4,000	4,000
0011620	5245205 COMPUTER-EQUIPMENT	731	0	1,000	1,000	0
0011620	5245210 SUPPLIES	777	509	2,750	2,750	0
0011620	5245230 FUEL	82	86	2,216	1,824	2,216
0011620	5245410 MEMBERSHIPS & SUBSCRIPTIONS	1,467	1,154	1,910	1,255	2,500
	<b>TOTAL OPERATING EXPENSES</b>	<b>42,443</b>	<b>72,478</b>	<b>164,583</b>	<b>163,536</b>	<b>373,193</b>
0011620	5249920 CONTINGENCY	0	0	5,000	0	0
	<b>OTHER FUNDING SOURCE</b>	<b>0</b>	<b>0</b>	<b>5,000</b>	<b>0</b>	<b>0</b>
	<b>TOTAL PLANNING &amp; ZONING</b>	<b>411,398</b>	<b>428,792</b>	<b>586,961</b>	<b>565,642</b>	<b>598,242</b>



PUBLIC WORKS & ENGINEERING DEPARTMENT



PUBLIC WORKS & ENGINEERING ORGANIZATIONAL CHART





## PUBLIC WORKS & ENGINEERING 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 & ENGINEERING 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 & ENGINEERING OFFICE OF THE DIRECTOR ACCOMPLISHMENTS FOR FY 2023**

- Reduced operation costs through competitive bidding and negotiation on purchases and services.
- 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 & ENGINEERING OFFICE OF THE DIRECTOR OBJECTIVES FOR FY 2024**

- 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.
- 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 & ENGINEERING OFFICE OF THE DIRECTOR BUDGET FY 2023-2024**  
**001-1770-519**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
0011770	5191210 SALARIES - REGULAR	34,773	32,964	34,521	34,398	209,194
0011770	5191310 SALARIES - PART-TIME	7,069	6,782	36,349	27,544	0
0011770	5192110 F.I.C.A.	3,193	3,034	3,892	3,932	16,003
0011770	5192210 PENSION PLAN CONTRIBUTION	0	0	0	0	16,533
0011770	5192220 ICMA	2,138	2,283	2,416	2,407	3,070
0011770	5192310 GROUP HEALTH INSURANCE	8,099	8,106	9,646	8,762	31,607
0011770	5192410 WORKER'S COMPENSATION	72	57	151	110	619
	<b>TOTAL PERSONNEL SERVICES</b>	<b>55,344</b>	<b>53,226</b>	<b>86,975</b>	<b>77,154</b>	<b>277,026</b>
0011770	5194070 TRAVEL & CONFERENCES	0	0	250	0	250
0011770	5194080 EMPLOYEE EDUCATION	175	0	250	0	500
0011770	5194540 BOILER & MACHINERY INSURANCE	0	0	1,000	1,000	1,000
0011770	5194710 PRINTING- INFRASTRUCTURE	3,393	1,930	5,000	2	5,000
0011770	5195205 COMPUTER EQUIPMENT	134	0	500	2	500
0011770	5195210 SUPPLIES	664	982	1,000	800	1,000
0011770	5195270 PERMITS	90	941	1,000	950	1,000
0011770	5195410 MEMBERSHIPS & SUBSCRIPTIONS	0	0	250	0	250
	<b>TOTAL OPERATING EXPENSES</b>	<b>4,456</b>	<b>3,853</b>	<b>9,250</b>	<b>2,754</b>	<b>9,500</b>
	<b>TOTAL OFFICE OF THE DIRECTOR</b>	<b>59,800</b>	<b>57,079</b>	<b>96,225</b>	<b>79,908</b>	<b>286,526</b>



## 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 2023**

- Installed new tile throughout City Hall.
- Installed new led lighting in Police Station.
- Electrical repairs to Palmer Park.
- Interior painting of City Hall's first floor.
- Installation of new lighting in the parking lot of the Public Works facility.
- Restoration of tennis court wall sanding and painting.
- Installed new lighting for the parking garage.
- Assisted with the installation of a new roof at the O'Farrill Learning Center.



**BUILDING MAINTENANCE DIVISION OBJECTIVES FOR FY 2024**

- 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 2020	ACTUAL FY 2021	ACTUAL FY 2022	PROJECTED FY 2023	ESTIMATED FY 2024
Changing AC Filters	950	950	950	950	950
Unscheduled Repairs and Work Requests	1,000	1,000	1,000	1,100	1,250
Cleaning of Fishpond	12	12	12	12	12
Re-Certification of all City facilities fire extinguishers	60	60	60	60	60
Changing of water filters	10	10	10	10	10



**PUBLIC WORKS BUILDING AND MAINTENANCE BUDGET FY 2023-2024**  
**001-1710-519**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
0011710	5191210 SALARIES - REGULAR	106,184	108,240	114,699	114,029	136,491
0011710	5191410 OVERTIME	5,955	5,296	5,000	5,500	8,000
0011710	5192110 F.I.C.A.	9,666	9,860	9,157	9,701	12,665
0011710	5192210 PENSION PLAN CONTRIBUTION	8,643	8,981	10,719	10,931	14,389
0011710	5192310 GROUP HEALTH INSURANCE	15,331	16,586	19,292	17,562	21,071
0011710	5192410 WORKER'S COMPENSATION	2,257	2,174	5,912	4,311	7,194
	<b>TOTAL PERSONNEL SERVICES</b>	<b>148,036</b>	<b>151,137</b>	<b>164,779</b>	<b>162,035</b>	<b>199,810</b>
0011710	5193450 CONTRACTUAL SERVICES	59,919	82,472	106,800	106,800	100,000
0011710	5194080 EMPLOYEE EDUCATION	0	0	250	250	250
0011710	5194120 COMMUNICATION	560	560	780	780	780
0011710	5194310 UTILITIES-ELECTRIC	68,367	77,805	110,000	110,000	100,000
0011710	5194320 UTILITIES-WATER	74,493	35,187	60,000	60,000	60,000
0011710	5194620 MAINT & REPAIR OPER EQUIP	1,725	4,756	10,000	10,000	10,000
0011710	5194670 MAINT & REPAIR-GDS & STRUCT	70,081	73,900	90,000	90,000	90,000
0011710	5195210 SUPPLIES	13,350	14,645	20,000	20,000	20,000
0011710	5195220 UNIFORMS	932	985	1,000	1,000	1,400
	<b>TOTAL OPERATING EXPENSES</b>	<b>289,427</b>	<b>290,310</b>	<b>398,830</b>	<b>398,830</b>	<b>382,430</b>
0011710	5199920 CONTINGENCY	898	3,525	5,000	0	5,000
	<b>OTHER FUNDING SOURCE</b>	<b>898</b>	<b>3,525</b>	<b>5,000</b>	<b>0</b>	<b>5,000</b>
	<b>TOTAL BUILDING MAINTENANCE</b>	<b>438,361</b>	<b>444,972</b>	<b>568,609</b>	<b>560,865</b>	<b>587,240</b>



## 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 2023**

- 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.
- Assisted Code Enforcement with reducing illegal dumping throughout the City.
- 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.
- 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 2024**

- Continue to upgrade fleet to establish dependable and efficient trucks and heavy equipment.
- Continue to work with Code Enforcement to reduce illegal dumping sites.
- Reduce cost of operation and dumping fees with alternative methods and recycling.



- Promote recycling to save tipping fees and benefit the environment.
- Reduce amount of overtime by providing proper staffing levels.
- Continue to provide staff with the necessary training to provide a high level of services to City residents.
- Continue to fill trash holes with the recycled asphalt pavement (RAP) material.

**SOLID WASTE DIVISION ACTIVITY REPORT**

ACTIVITY	ACTUAL FY 2020	ACTUAL FY 2021	ACTUAL FY 2022	PROJECTED FY 2023	ESTIMATED FY 2024
Garbage [tons]	3,180	3,300	3,500	4,000	4,000
Trash [tons]	10,000	10,000	11,500	12,000	11,000
Excess Trash Pickups	90	100	100	75	70
Filling of Trash Holes	170	150	100	100	100



**PUBLIC WORKS SOLID WASTE DIVISION BUDGET FY 2023-2024**  
**001-1720-534**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
0011720	5341210 SALARIES - REGULAR	335,499	349,408	364,382	367,463	421,602
0011720	5341410 OVERTIME	1,956	6,901	8,000	7,043	8,000
0011720	5342110 F.I.C.A.	26,588	28,339	29,871	29,861	35,273
0011720	5342210 PENSION PLAN CONTRIBUTION	25,865	26,994	32,551	33,195	41,890
0011720	5342310 GROUP HEALTH INSURANCE	59,230	65,455	77,170	69,481	84,286
0011720	5342410 WORKER'S COMPENSATION	11,939	11,551	31,720	23,128	36,738
	<b>TOTAL PERSONNEL SERVICES</b>	<b>461,077</b>	<b>488,648</b>	<b>543,694</b>	<b>530,171</b>	<b>627,789</b>
0011720	5343470 INTERLOCAL AGREEMENT-RECYCLING	86,763	129,144	140,000	175,000	240,000
0011720	5344080 EMPLOYEE EDUCATION	369	0	500	0	500
0011720	5344340 REFUSE DISPOSAL FEE	716,729	760,663	800,000	795,000	820,000
0011720	5345210 SUPPLIES	16,595	43,856	50,000	18,172	50,000
0011720	5345220 UNIFORMS	4,532	4,677	5,000	4,900	6,000
	<b>TOTAL OPERATING EXPENSES</b>	<b>824,988</b>	<b>938,340</b>	<b>995,500</b>	<b>993,072</b>	<b>1,116,500</b>
	<b>TOTAL SOLID WASTE</b>	<b>1,286,065</b>	<b>1,426,988</b>	<b>1,539,194</b>	<b>1,523,243</b>	<b>1,744,289</b>



## 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 2023**

- Landscaping project completed on Sunset Drive.
- Major improvements made to landscaping behind the City library.
- Completed debris removal throughout the City's canals.
- Assisted with maintenance for the Parking Garage.
- Monitored lighting and electrical easements to facilitate FPL's repairs and upgrades of areas with lighting.
- Completed tree pruning and trimming as needed throughout the City.
- 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 stormwater drains and pipes because of inspections.



**STREETS AND LANDSCAPING DIVISION OBJECTIVES FOR FY 2024**

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

**STREETS & LANDSCAPING DIVISION ACTIVITY REPORT**

ACTIVITY	ACTUAL FY 2020	ACTUAL FY 2021	ACTUAL FY 2022	PROJECTED FY 2023	ESTIMATED FY 2024
Mowing of City Facilities & Locations	78	78	78	78	78
Sweeping of Streets [miles]	2,645	2,645	2,645	2,645	2,645
Pressure-Cleaning of Sidewalks	52	52	52	52	52
Inspection of Storm Drains	800	800	800	800	800
Cleaning of Drainage Pipes [feet]	1,300	1,200	1,200	1,400	1,150
Cleaning of Storm Drains	110	100	100	120	130
Citywide Insp. of Street Lights & Downtown Lighting	40	40	40	40	40
Removal of Graffiti	170	120	100	150	230
Trimming of Street Trees	460	400	400	300	240
Installation & Repair of Street Signs	80	80	80	100	120
Citywide Repair of Potholes	60	40	40	30	25
Installation & Removal of Banners	100	100	60	40	40



**PUBLIC WORKS STREETS & LANDSCAPING DIVISION BUDGET FY 2023-2024**  
**001-1730-541**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
0011730	5411210 SALARIES - REGULAR	239,646	238,474	303,011	281,280	361,018
0011730	5411410 OVERTIME	3,773	6,334	10,000	10,000	10,000
0011730	5412110 F.I.C.A.	19,365	19,000	23,945	22,619	29,189
0011730	5412210 PENSION PLAN CONTRIBUTION	15,194	18,195	17,683	18,033	25,928
0011730	5412220 ICMA	4,176	6,344	7,310	7,612	6,974
0011730	5412310 GROUP HEALTH INSURANCE	37,733	42,403	67,523	57,693	73,750
0011730	5412410 WORKER'S COMPENSATION	9,914	10,758	30,934	22,555	36,897
	<b>TOTAL PERSONNEL SERVICES</b>	<b>329,801</b>	<b>341,508</b>	<b>460,406</b>	<b>419,791</b>	<b>543,756</b>
0011730	5413450 CONTRACTUAL SERVICES	13,650	44,681	100,000	98,000	100,000
0011730	5414070 TRAVEL AND CONFERENCE	0	0	250	0	250
0011730	5414080 EMPLOYEE EDUCATION	235	0	500	448	500
0011730	5414120 COMMUNICATION	417	448	1,080	400	1,080
0011730	5414625 LANDSCAPE MAINTENANCE	28,028	65,005	100,000	75,000	230,000
0011730	5414640 MAINT & REP. STREETS & PARKWAYS	18,842	26,049	25,000	24,000	25,000
0011730	5414650 ELECTRICITY-STREET LIGHTS	130,581	140,471	160,000	132,000	150,000
0011730	5414670 MAINT & REP-GDS & STRUCT	3,942	3,563	10,000	9,000	10,000
0011730	5415210 SUPPLIES	2,133	275	5,000	3,800	5,000
0011730	5415220 UNIFORMS	2,351	3,040	3,500	3,900	4,000
0011730	5415245 TOOLS	74	319	80,000	12,000	8,000
	<b>TOTAL OPERATING EXPENSES</b>	<b>200,253</b>	<b>283,851</b>	<b>485,330</b>	<b>358,548</b>	<b>533,830</b>
	<b>TOTAL STREET MAINTENANCE</b>	<b>530,054</b>	<b>625,359</b>	<b>945,736</b>	<b>778,339</b>	<b>1,077,586</b>



## 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 2023**

- 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.
- Performed additional repairs on heavy duty trucks not previously repaired by Motor Pool (such as A/C, transmissions, brakes, engine removals and front-end repairs).
- Continued preventive maintenance program to prevent oil and hydro leaks in the streets throughout the City.
- Scheduled preventive maintenance for Parks and Recreation vans.
- Continued preventive maintenance for police oil changes.
- 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



**EQUIPMENT MAINTENANCE (MOTOR POOL) DIVISION OBJECTIVES FOR FY 2024**

- 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.
- Update fleet work order software.
- Increase scheduled maintenance performance.
- Continue to attend repair and maintenance trainings concerning the City’s fleet.
- Research technologies for vehicles with alternative propulsions, such as electric, natural as and hybrids.

**MOTOR POOL ACTIVITY REPORT**

ACTIVITY	ACTUAL FY 2020	ACTUAL FY 2021	ACTUAL FY 2022	PROJECTED FY 2023	ESTIMATED FY 2024
Motor Pool Scheduled & Unscheduled Services	1,700	1,600	1,600	1,700	1,850
Motor Pool Road Call/Emerg. Serv.	58	50	50	50	40
Motor Pool Warranty Service	15	15	10	20	25
Generator Inspections	208	208	208	208	208
Fuel Level Checks	150	150	150	150	150
Police Oil Change	35	35	35	50	80



**PUBLIC WORKS MOTOR POOL DIVISION BUDGET FY 2023-2024**  
**001-1760-519**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
0011760	5191210 SALARIES - REGULAR	152,938	142,266	150,190	127,516	169,158
0011760	5191410 OVERTIME	209	1,180	4,000	4,342	4,000
0011760	5192110 F.I.C.A.	11,030	10,526	11,796	10,037	13,247
0011760	5192210 PENSION PLAN CONTRIBUTION	12,163	12,777	13,796	14,069	17,226
0011760	5192310 GROUP HEALTH INSURANCE	22,312	19,924	28,939	21,945	31,607
0011760	5192410 WORKER'S COMPENSATION	2,226	2,168	5,330	3,886	6,150
	<b>TOTAL PERSONNEL SERVICES</b>	<b>200,878</b>	<b>188,841</b>	<b>214,051</b>	<b>181,795</b>	<b>241,388</b>
0011760	5194080 EMPLOYEE EDUCATION	0	0	250	0	250
0011760	5194120 COMMUNICATION	560	560	780	0	0
0011760	5194515 LIABILITY INSURANCE-AUTO	38,582	38,992	50,000	25,000	50,000
0011760	5194620 MAINT & REP-OPERAT EQUIP	775	733	1,000	950	3,000
0011760	5194680 MAINT & REP-OUTSIDE SER.	74,990	85,418	100,000	98,000	120,000
0011760	5195220 UNIFORMS	2,922	2,827	3,500	3,400	3,500
0011760	5195230 FUEL & LUB.	92,016	161,014	184,400	140,000	169,000
0011760	5195240 PARTS	67,810	71,901	80,000	79,000	90,000
0011760	5195245 OPERATING TOOL	812	0	2,000	1,900	4,000
0011760	5195250 TIRES	24,696	24,352	30,000	29,000	30,000
0011760	5195260 CHEMICALS/SUPPLIES	1,810	1,973	2,000	1,700	2,000
	<b>TOTAL OPERATING EXPENSES</b>	<b>304,973</b>	<b>387,770</b>	<b>453,930</b>	<b>378,950</b>	<b>471,750</b>
	<b>TOTAL MOTOR POOL</b>	<b>505,851</b>	<b>576,611</b>	<b>667,981</b>	<b>560,745</b>	<b>713,138</b>



## 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 2023**

- Continued to implement traffic calming recommendations based on the Citywide Traffic Calming Study.
- Continued to manage transit and mobility programs throughout the City.
- Continued to provide drainage improvements throughout the City based on resident requests.
- Continued to implement recommendations from the South Miami Intermodal Transportation Plan.
- Continued the road resurfacing and reconstruction projects.



- Continued to provide sidewalk repairs and replacements.
- Continued the cleaning of the inlets and catch basins throughout the City.
- Continued design for Citywide sewer upgrades, as per the Sanitary Sewer Master Plan.
- Continued to provide maintenance and repairs to City Street signs.
- Continued to provide plans review and inspections to new homes construction.
- Continued to provide the Annual National Pollutant Discharge Elimination System report to the Florida Department of Environmental Protection.
- Continued to manage the design of the propose Pedestrian Bridge overpass at US-1 and SW 71st Street.
- Continued to manage design of a propose new Police Department Headquarters.
- Continued to coordinate projects with Miami-Dade County and Florida Department of Transportation.

#### **ENGINEERING & CONSTRUCTION OBJECTIVES FOR FY 2024**

- Continue to Administer the Capital Improvement Projects for traffic calming, roadway & drainage improvements, road infrastructure and Miscellaneous projects.
- Continue to implement traffic calming recommendations based on the Citywide Traffic Calming Study.
- Continue to manage transit and mobility programs throughout the City.
- Continue to provide drainage improvements throughout the City based on resident requests.
- Continue to implement recommendations from the South Miami Intermodal Transportation Plan.
- Continue the road resurfacing and reconstruction projects.
- Continue to provide citywide sidewalk repairs and replacements.
- Continue the cleaning of the inlets and catch basins throughout the City.
- Continue to provide maintenance and repairs to City Street signs.



- Continue to participate in the Design review Committee.
- Continue to provide plans review and inspections to construction of new homes.
- Continue to provide the Annual National Pollutant Discharge Elimination System report to the Florida Department of Environmental Protection.
- Continue to coordinate projects with Miami-Dade County and Florida Department of Transportation.
- Continue to coordinate projects with Developers.
- Continue to Manage Interlocal Agreements with Miami-Dade County
- projects with Miami-Dade County and Florida Department of Transportation.

**ENGINEERING AND CONSTRUCTION DIVISION**

ACTIVITY	ACTUAL FY 2020	ACTUAL FY 2021	ACTUAL FY 2022	PROJECTED FY 2023	ESTIMATED FY 2024
Mgmt. of Construction Projects	24	23	21	24	22
Permits Issued	113	114	93	90	83
Permits Handled	125	96	90	116	96



**PUBLIC WORKS ENGINEERING & CONSTRUCTION DIVISION BUDGET FY 2023-2024**  
**001-1790-519**

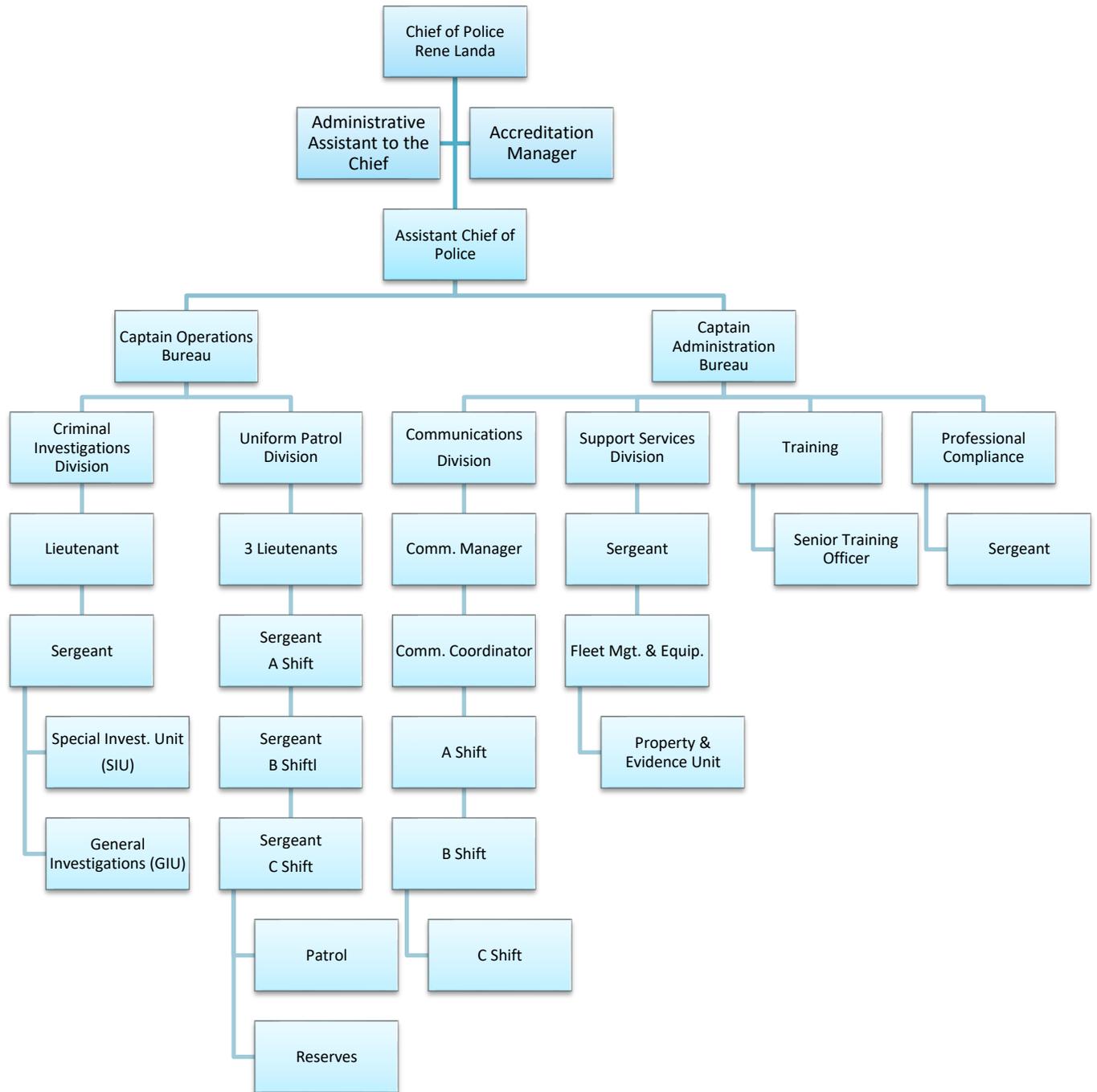
ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
0011790	5191210 SALARIES & WAGES - REGULAR	159,575	164,628	173,002	173,394	201,195
0011790	5192110 F.I.C.A.	12,843	13,163	13,235	13,455	17,003
0011790	5192210 PENSION PLAN CONTRIBUTION	7,178	8,322	10,053	10,252	13,035
0011790	5192220 ICMA	3,859	3,982	4,249	4,185	4,959
0011790	5192310 GROUP HEALTH INSURANCE	15,578	16,868	19,292	17,669	21,071
0011790	5192410 WORKER'S COMPENSATION	207	196	517	377	604
	<b>TOTAL PERSONNEL SERVICES</b>	<b>199,241</b>	<b>207,159</b>	<b>220,348</b>	<b>219,333</b>	<b>257,867</b>
0011790	5193450 CONTRACTUAL SERVICES	1,000	0	10,000	0	0
0011790	5194070 TRAVEL & CONFERENCE	0	0	500	500	500
0011790	5194080 EMPLOYEE - EDUCATION	99	99	875	350	1,000
0011790	5194120 COMMUNICATION	834	896	1,080	1,560	1,560
0011790	5195205 COMPUTER EQUIPMENT	0	0	500	0	350
0011790	5195210 SUPPLIES	0	291	2,500	1,500	1,500
0011790	5195410 MEMBERSHIPS & SUBSCRIPTIONS	784	310	1,000	310	350
	<b>TOTAL OPERATING EXPENSES</b>	<b>2,717</b>	<b>1,596</b>	<b>16,455</b>	<b>4,220</b>	<b>5,260</b>
	<b>TOTAL ENGINEERING &amp; CONSTRUCTION</b>	<b>201,958</b>	<b>208,755</b>	<b>236,803</b>	<b>223,553</b>	<b>263,127</b>



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 2023**

- Successfully completed our CFA Re-Accreditation process with a grade of 100%.
- Conducted real time, live round Active Shooter drills and training.
- Improved Officer Wellness through a multi-faceted approach.
- Crime decreased by 5% overall.
- Enhanced our social media profile.
- Increased hands-on training post pandemic.
- Redeployed tactical equipment and purchased additional equipment for officer safety.

### **POLICE DEPARTMENT OBJECTIVES FOR FY 2024**

- Maintain our current targeted Emergency/Priority Response - Officer Arrival time. Patrol will continue to maintain the Emergency response time measured by the officer's arrival time of less than 120 seconds.
- Maintain our current targeted Routine Response - Officer Arrival time. Patrol will continue to maintain the Routine response time measured by the officer's arrival time of less than 300 seconds.
- Improve traffic safety by conducting Selective Traffic Enforcement Details. Traffic Units will



conduct daily traffic enforcement details to reduce violations and educate the public on traffic laws.

- Improve our reduction of crime by 10%. Increase officer presence, conduct special patrols, and utilize enhanced undercover operations via our Criminal Investigations Division.

**POLICE DEPARTMENT ACTIVITY REPORT**

ACTIVITY	ACTUAL FY 2020	ACTUAL FY 2021	ACTUAL FY 2022	PROJECTED FY 2023	ESTIMATED FY 2024
<b>Administrative:</b>					
Employment Applicants processed	20	12	12	20	15
Internal Investigations Conducted	5	5	6	6	6
Employee Training Hours	3,800	3,800	4,000	3,800	1,300
Vehicles Purchased	8	6	8	8	7
Property & Evidence Handled	510	505	505	510	550
<b>Communications:</b>					
Total Calls for Service	14,500	14,250	14,000	14,290	14,000
<b>Patrol:</b>					
Total Arrests	600	500	500	450	750
Citations - Moving Violations	6,000	5,500	7,000	7,000	6,500
Non-Moving & Parking	2,000	2,000	2,500	2,000	2,200
Written Reports	3,500	3,250	3,500	3,500	2,000
Assigned Calls	13,400	13,250	13,500	13,250	13,350
<b>Criminal Invest. Division:</b>					
Total Cases Assigned	900	850	875	850	850
Total Cases Cleared	290	290	300	290	300
Total Arrests	40	45	50	45	50
Crime Scenes Processed	45	40	45	40	40
Total Reports Written	1,000	950	950	950	950



**POLICE BUDGET FY 2023-2024**  
**001-1910-521**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 20/21	ACTUAL FY 22/23	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
0011910	5211210	4,092,828	4,056,543	4,544,429	4,369,469	5,229,089
0011910	5211310	12,346	28,038	0	0	0
0011910	5211410	104,844	226,971	200,000	320,000	210,000
0011910	5211411	66,948	55,127	87,000	81,456	90,000
0011910	5211413	6,797	12,303	10,000	12,480	10,000
0011910	5211510	33,409	35,645	36,741	34,708	31,706
0011910	5211530	64,125	81,145	97,900	92,841	100,215
0011910	5212110	354,324	366,586	380,669	381,171	427,183
0011910	5212210	289,655	332,849	301,717	298,665	326,196
0011910	5212220	17,937	15,096	25,870	21,349	22,520
0011910	5212310	422,617	420,977	559,468	487,010	621,624
0011910	5212410	49,921	48,205	131,400	97,780	126,523
	<b>TOTAL PERSONNEL SERVICES</b>	<b>5,515,751</b>	<b>5,679,485</b>	<b>6,375,194</b>	<b>6,196,929</b>	<b>7,195,056</b>
0011910	5213116	8,260	3,630	16,500	16,500	15,000
0011910	5213120	98,075	62,519	40,000	20,000	40,000
0011910	5213450	156,404	157,427	256,960	256,960	350,013
0011910	5213452	212,220	203,286	205,000	205,000	228,000
0011910	5213456	56,012	71,187	130,511	85,000	95,000
0011910	5213490	0	250	9,000	9,000	11,000
0011910	5214070	9,178	9,434	14,800	14,800	10,800
0011910	5214080	12,092	18,625	36,400	36,400	29,650
0011910	5214110	683	1,036	1,800	1,800	2,000
0011910	5214120	36,279	35,318	51,880	51,880	61,480
0011910	5214510	114,350	115,564	150,000	128,000	150,000
0011910	5214515	57,538	58,149	74,557	74,557	74,557
0011910	5214620	7,216	11,757	17,200	17,200	17,400
0011910	5214630	3,880	5,918	7,200	7,200	7,200
0011910	5214632	0	0	0	0	3,000
0011910	5214710	3,322	3,200	7,380	7,380	5,000
0011910	5214960	0	950	5,000	5,000	3,000
0011910	5214970	1,117	3,186	14,510	14,510	16,110
0011910	5215205	366	0	4,700	4,700	56,100
0011910	5215210	43,328	74,111	130,548	130,548	108,398
0011910	5215220	52,260	55,507	87,550	87,550	97,400

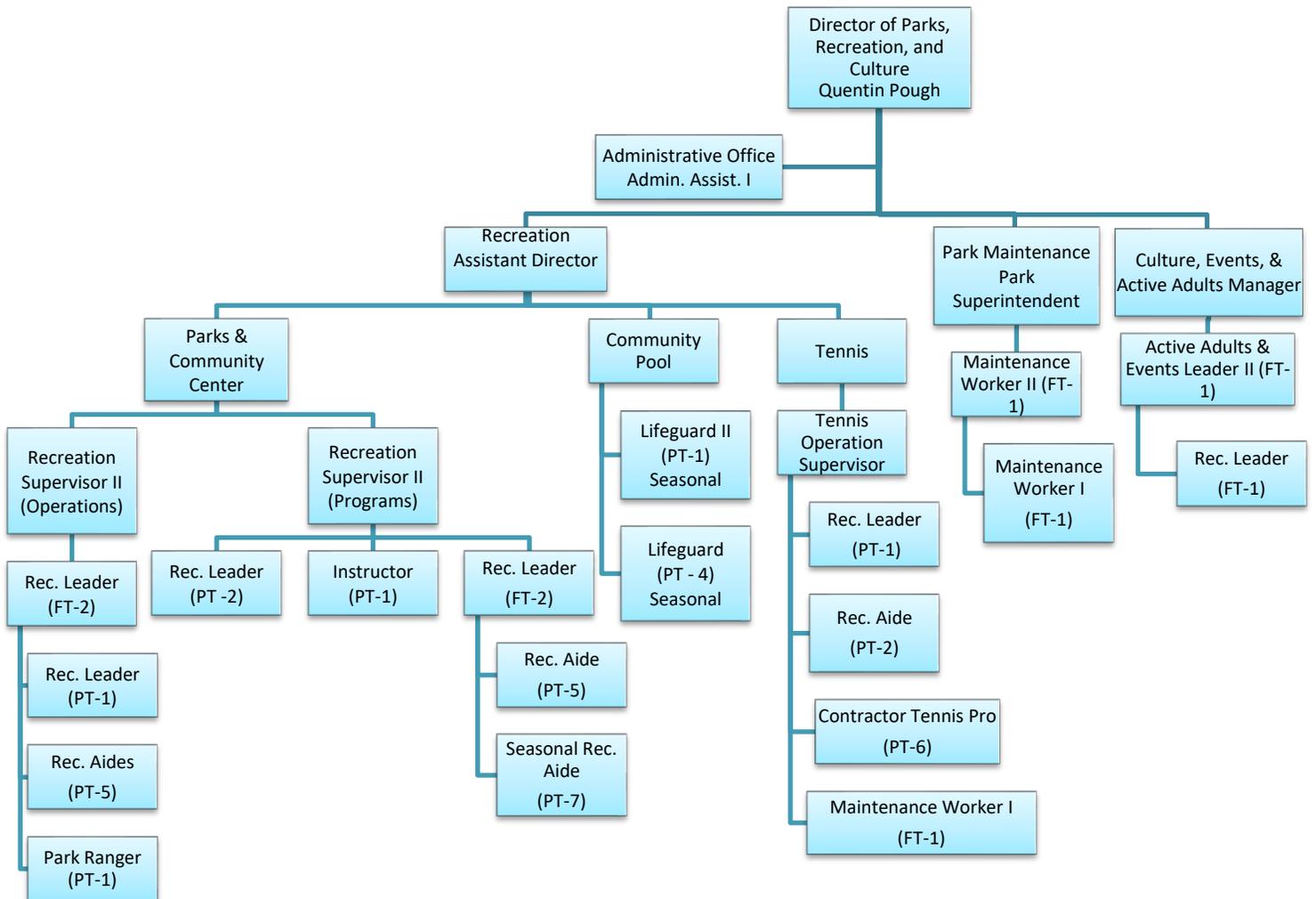


ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 20/21	ACTUAL FY 22/23	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
0011910 5215230	FUEL	102,515	108,435	161,532	120,000	130,000
0011910 5215410	MEMBERSHIPS & SUBSCRIPTIONS	2,965	1,665	9,390	9,390	7,690
0011910 5216430	EQUIPMENT OPERATING	11,000	0	0	0	0
	<b>TOTAL OPERATING EXPENSES</b>	<b>989,060</b>	<b>1,001,153</b>	<b>1,432,418</b>	<b>1,303,375</b>	<b>1,518,798</b>
0011910 5219920	CONTINGENCY	0	0	5,000	0	5,000
	<b>OTHER FUNDING SOURCE</b>	<b>0</b>	<b>0</b>	<b>5,000</b>	<b>0</b>	<b>5,000</b>
	<b>TOTAL POLICE DEPARTMENT</b>	<b>6,504,811</b>	<b>6,680,638</b>	<b>7,812,612</b>	<b>7,500,304</b>	<b>8,718,854</b>



PARKS, RECREATION, & CULTURE DEPARTMENT

PARKS, RECREATION, & CULTURE DEPARTMENT ORGANIZATIONAL CHART





## PARKS, RECREATION, & CULTURE 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, RECREATION, & CULTURE DEPARTMENT FUNCTION**

The Parks and Recreation Department is responsible for the management of public parks and coordination of recreation and leisure service programs and activities in the City. The Department is comprised of four (4) major service areas that include Administration, Park Maintenance, Recreation, and Events.

Administration: Provides sound leadership & management, capital improvement project planning and management, grant and contract Management, budget development, and oversees daily administrative operations.

Park Maintenance: Maintains & improves parks; provides knowledge & specializes in care and maintenance of trees; assists with construction projects.

Recreation: Coordinates athletics, programs, activities, and camps; manages facility rentals and permits, and conducts light routine maintenance support.

Events: Plans and coordinates internal events and older adult/senior services and serves as a liaison and coordinates permits for external events and filming.

### **PARKS, RECREATION, & CULTURE ACCOMPLISHMENTS FOR FY 2023**

- Developed and opened Paseo Park, Vice Mayor Robert C. Welsh Jr. Park, and a new Family Sensory Lab at the Mobley Building.
- Completed new capital improvement projects at Brewer Park (pickleball) and Fuchs Park (lighting, playground, and shelter).
- Hired a new Recreation Supervisor II (Operations).
- Processed and issued twelve (12) event permits and eight (8) film/still photo permits.
- Successfully planned and executed fifteen (15) City events, including a rooftop movie night at the municipal garage.



- Reintroduced field trips at South Miami Plaza for senior participants; grocery shopping weekly and monthly outings (museum, movie theater, etc.) and hosted ten (10) senior holiday parties that included food, music, crafts, and raffles.
- Implemented new marketing strategies via Eventbrite.com and paperlesspost.com to track anticipated event attendance, RSVPs, send out event reminders and updates.

#### **PARKS, RECREATION, & CULTURE DEPARTMENT OBJECTIVES FOR FY 2024**

- Train and encourage all department staff members to utilize the City's newly adopted Request Management Maintenance Tracker System.
- Explore pocket areas within the City to increase the acreage standard for parks, for example, areas on the north east end of the City.
- Increase hourly wages for recreation aides and leaders to fill vacancies, improve retention rates as well as morale, and be competitive with local market.
- Create a strategic plan covering 3- to 5-year period with vision, mission, values, goals, and measurable objectives to track progress over time.
- Develop a cost recovery and pricing policy for the department.
- Develop and conduct a general user survey that asks participants to express their level of satisfaction with various parks and recreation operations, programming, and maintenance items.
- Conduct surveys and request feedback after programs and events for improvement and data collection purposes.
- Prepare an annual report that summarizes the status (design phase, underway, completed, unfunded, etc.) of Parks Capital Improvement Program/Projects.
- Transition rental request process from paper to 100% digital.



**PARKS, RECREATION, & CULTURE DEPARTMENT ACTIVITY REPORT**

<b>ACTIVITY</b>	<b>ACTUAL FY 2020</b>	<b>ACTUAL FY 2021</b>	<b>ACTUAL FY 2022</b>	<b>PROJECTED FY 2023</b>	<b>ESTIMATED FY 2024</b>
Youth Football Players	160	115	125	140	150
Youth Cheerleaders	50	25	25	25	25
Youth Basketball Players	70	80	418	668	670
Senior Weekday Meals Served/Delivered	43,600	19,500	17,554	13,000	15,600
Senior Home Delivery Meals	7,100	6,760	6,760	6,760	6,760
Fuchs Pavilion Rental (pavilion)	40	10	40	20	60
Dante Fascell Park Rental (pavilion)	180	200	205	200	210
Veterans Park Rental (gazebo)	2	2	5	0	5



**PARKS AND RECREATION BUDGET FY 2023-2024**  
**001-2000-572**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
0012000	5721210 SALARIES - REGULAR	434,476	406,518	450,939	456,896	499,330
0012000	5721310 SALARIES – PART-TIME	0	0	0	0	23,580
0012000	5722110 F.I.C.A.	32,809	29,910	34,497	34,630	40,809
0012000	5722210 PENSION PLAN CONTRIBUTION	32,433	32,824	40,584	41,388	49,933
0012000	5722310 GROUP HEALTH INSURANCE	40,742	43,975	57,877	52,979	63,214
0012000	5722410 WORKER'S COMPENSATION	7,868	7,568	20,292	14,795	23,531
	<b>TOTAL PERSONNEL SERVICES</b>	<b>548,328</b>	<b>520,795</b>	<b>604,189</b>	<b>600,688</b>	<b>700,397</b>
0012000	5723450 CONTRACTUAL SERVICES	19,962	46,073	38,250	30,710	109,560
0012000	5724060 AUTO ALLOWANCE	0	2,113	3,600	3,768	3,768
0012000	5724070 TRAVEL & CONFERENCE	75	165	388	350	3,850
0012000	5724080 EMPLOYEE EDUCATION	2,125	693	2,755	2,073	2,480
0012000	5724110 POSTAGE	346	153	150	100	150
0012000	5724120 COMMUNICATION	4,780	3,880	3,892	5,091	5,135
0012000	5724310 UTILITIES - ELECTRICITY	4,025	2,874	8,400	5,000	7,000
0012000	5724320 UTILITIES - WATER	458	1,175	1,000	1,000	1,300
0012000	5724515 LIABILITY INSURANCE- AUTO	6,454	6,523	8,357	8,357	8,357
0012000	5724710 COPY MACHINE	2,419	2,237	7,000	7,000	7,000
0012000	5724820 EVENTS	49,025	81,226	91,000	93,100	181,000
0012000	5724901 PROPERTY TAXES	13,811	0	0	0	0
0012000	5725205 COMPUTER EQUIPMENT	6,690	7,166	7,600	6,135	3,200
0012000	5725210 SUPPLIES	3,560	3,282	4,000	4,000	4,000
0012000	5725220 UNIFORMS	1,436	1,198	2,850	2,850	2,750
0012000	5725230 FUEL	7,127	7,507	13,280	9,000	11,000
0012000	5725410 MEMBERSHIP & SUBSCRIPTION	730	0	1,180	1,180	820
0012000	5725630 FOOTBALL	13,903	50,538	60,125	51,800	61,100
0012000	5725631 CHEERLEADERS	1,812	10,260	17,750	17,750	20,000
0012000	5725670 SPECIAL RECREATION PROGRAMS	9,377	15,065	16,800	15,370	34,450
0012000	5725680 SENIOR CITIZENS PROGRAMS	29,583	27,600	42,204	41,346	92,645
	<b>TOTAL OPERATING EXPENSES</b>	<b>177,698</b>	<b>269,728</b>	<b>330,581</b>	<b>305,980</b>	<b>559,565</b>
0012000	5729920 CONTINGENCY	0	0	5,000	0	5,000
	<b>OTHER FUNDING SOURCE</b>	<b>0</b>	<b>0</b>	<b>5,000</b>	<b>0</b>	<b>5,000</b>
	<b>TOTAL RECREATION</b>	<b>726,026</b>	<b>790,523</b>	<b>939,770</b>	<b>906,668</b>	<b>1,264,962</b>



## 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 events.

### **GIBSON-BETHEL COMMUNITY CENTER ACCOMPLISHMENTS FOR FY 2023**

- Operated two successful seasons of basketball during the fall and winter seasons with a total of 668 participants.
- Successfully ran three (3) internal volleyball clinics with a total of 73 participants.
- Increased Community Center membership by 32% year over year, from 135 to 178 members.
- Transitioned unused space in fitness center cardio room into a stretching/abdominal area.
- Implemented a pickleball program at the Community Center to increase usage during non-peak hours.
- Collaborated with the Home Team Miami to offer enrichment programming for afterschool participants including STEM and dance.
- Partnered with First Serve Miami to offer free tennis programming for after-school participants.
- Promoted two internal recreation aides to recreation leaders.



**GIBSON-BETHEL COMMUNITY CENTER OBJECTIVES FOR FY 2024**

- Increase afterschool participation by 25% from sixty (60) participants to seventy-five (75) participants.
- Increase annual facility memberships by 20% from 190 to 230 members.
- Create a Teen Program (*Mobley Building Suite 2*) with a minimum of 10 students enrolled.
- Commence replacement phasing of antiquated cardio and strength equipment using \$10,000 capital improvement funds.
- Evaluate all program fees and update accordingly based on approved revenue policy and benchmarked market rates.

**GIBSON-BETHEL COMMUNITY CENTER ACTIVITY REPORT**

ACTIVITY	ACTUAL FY 2020	ACTUAL FY 2021	ACTUAL FY 2022	PROJECTED FY 2023	ESTIMATED FY 2024
One Day Camp Participants	75	20	43	50	60
Spring Camp Participants	0	25	10	15	25
Winter Camp Participants	15	33	10	15	12
Summer Camp Participants	45	75	110	110	110
After School Program Participants	100	40	77	75	75
Fitness Center Total Memberships & Passes	165	146	150	150	170
Facility Rentals	120	13	75	75	75



**GIBSON-BETHEL COMMUNITY CENTER FY 2023-2024**  
**001-2020-572**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
0012020	5721210	192,443	208,110	261,220	258,600	303,010
0012020	5721310	160,103	152,625	261,102	222,469	288,604
0012020	5721410	23	0	0	0	0
0012020	5722110	25,344	25,949	39,958	36,327	45,258
0012020	5722210	4,885	6,093	11,380	12,459	24,023
0012020	5722220	8,257	6,437	9,434	7,424	4,394
0012020	5722310	36,912	38,980	57,877	54,818	63,214
0012020	5722410	7,918	7,870	23,504	18,900	26,623
	<b>TOTAL PERSONNEL SERVICES</b>	<b>435,885</b>	<b>446,064</b>	<b>664,475</b>	<b>610,998</b>	<b>755,126</b>
0012020	5723450	5,095	5,259	6,680	5,000	9,448
0012020	5724310	37,249	48,517	45,000	50,000	53,000
0012020	5724670	15,785	15,606	15,512	14,552	15,300
0012020	5724710	992	927	2,460	2,460	2,460
0012020	5725205	0	0	0	0	3,750
0012020	5725210	2,084	1,806	2,750	2,750	2,500
0012020	5725550	4,648	7,399	11,500	11,000	8,750
0012020	5725640	4,491	3,376	4,550	4,550	3,800
0012020	5725660	5,535	9,272	10,900	10,900	11,925
0012020	5725670	150	0	0	0	0
	<b>TOTAL OPERATING EXPENSES</b>	<b>76,029</b>	<b>92,162</b>	<b>99,352</b>	<b>101,212</b>	<b>110,933</b>
	<b>TOTAL COMMUNITY CENTER</b>	<b>511,914</b>	<b>538,226</b>	<b>763,827</b>	<b>712,210</b>	<b>866,059</b>



## PARKS LANDSCAPING DIVISION

001-1750-519

### **MISSION**

The Parks Landscape and Maintenance Division is committed to providing City residents with safe, clean, and beautiful parks and facilities.

### **PARKS LANDSCAPING DIVISION FUNCTION**

The Parks Division maintains the City's fifteen (15) parks, including turfed areas, playgrounds, restrooms, and ball fields. Tasks include litter pickup, emptying garbage, restroom cleaning, irrigation, mowing, turf maintenance, ball field maintenance, pruning, fertilization, pest control, repairs due to vandalism and heavy use, cleaning and repairing structures, tree maintenance, and public contact. The Parks Division also ensures that new park construction and renovation projects meet City standards. Park staff works with contractors to review plans, as well as supervise, inspect, and assist in new park construction and renovation projects.

### **PARKS LANDSCAPING DIVISION ACCOMPLISHMENTS FOR FY 2023**

- Maintained fifteen (15) parks for litter/debris removal & graffiti removal year-round.
- Converted to the operations of electric blowers.
- Completed over 200+ work orders involving special assignments.

### **PARKS LANDSCAPING DIVISION OBJECTIVES FOR FY 2024**

- Complete 90% of work orders submitted via Maintenance Request Tracker.
- Receive an overall quality of parks rating of Good from residents (survey).
- Retrofit all athletic field and court lights to LED lighting at Murray Park.
- Laser-grade infields prior to the 2024 youth baseball season.
- Replace green field turf fields at Murray and Palmer Park.



**PARKS LANDSCAPING DIVISION ACTIVITY REPORT**

<b>ACTIVITY</b>	<b>ACTUAL FY 2020</b>	<b>ACTUAL FY 2021</b>	<b>ACTUAL FY 2022</b>	<b>PROJECTED FY 2023</b>	<b>ESTIMATED FY 2024</b>
Cleaning of Parks' Bathrooms	2/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.	30x/year
Clean Pond (Fuchs Park)	2/yr.	2/yr.	2/yr.	2/yr.	2/year
Playground Inspections	1/month	1/month	1/month	1/month	1/month
# of Trees Planted	23	25	27	20	20
# of Soccer Fields Painted	100	120	120	120	120
# of Football Fields Painted	30	15	30	30	30
# of Baseball Fields Lined/Painted	235	200	200	200	200



**PARKS LANDSCAPE BUDGET FY 2023-2024**  
**001-1750-519**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
0011750	5191210 SALARIES - REGULAR	138,311	144,821	153,615	153,725	179,294
0011750	5191410 SALARIES - OVERTIME	345	1,359	4,000	2,100	4,000
0011750	5192110 F.I.C.A.	11,123	11,717	12,058	12,161	14,828
0011750	5192210 PENSION PLAN CONTRIBUTION	11,043	11,478	14,104	14,384	9,233
0011750	5192220 ICMA	0	0	0	0	6,304
0011750	5192310 GROUP HEALTH INSURANCE	22,540	24,734	28,939	26,395	31,607
0011750	5192410 WORKER'S COMPENSATION	2,541	2,449	6,872	5,011	8,028
	<b>TOTAL PERSONNEL SERVICES</b>	<b>185,903</b>	<b>196,558</b>	<b>219,588</b>	<b>213,776</b>	<b>253,294</b>
0011750	5193450 CONTRACTUAL SERVICES	135,966	168,876	186,600	139,380	143,620
0011750	5194070 TRAVEL AND CONFERENCE	0	0	200	0	700
0011750	5194120 COMMUNICATION	560	560	1,668	556	1,668
0011750	5194350 ELECTRICITY-CITY PARKS	26,981	44,626	55,000	50,000	55,000
0011750	5194420 OUTSIDE SERV RENTAL	0	27	1,000	800	1,000
0011750	5194515 AUTO INSURANCE	957	967	1,233	1,000	1,200
0011750	5194620 MAINTENANCE & REPAIRS	65,989	70,360	76,000	101,835	127,000
0011750	5195210 SUPPLIES	8,614	8,604	8,500	8,500	10,000
0011750	5195220 UNIFORMS	668	1,220	3,559	0	3,840
0011750	5195230 FUEL	6,116	6,442	15,492	9,000	12,000
0011750	5195410 MEMBERSHIP AND SUBSCRIPTIONS	0	0	0	0	305
	<b>TOTAL OPERATING EXPENSES</b>	<b>245,851</b>	<b>301,682</b>	<b>349,252</b>	<b>311,071</b>	<b>356,333</b>
	<b>TOTAL LANDSCAPE MAINT.</b>	<b>431,754</b>	<b>498,240</b>	<b>568,840</b>	<b>524,847</b>	<b>609,627</b>



**PARKS LANDSCAPING DIVISION BUDGET HIGHLIGHTS**

**3450 Contractual Services –**

Professional Landscape Services Contract at 16 Parks	81,000
Palmer Park office internet & phone AT&T service	1,620
Breezeline Wi-Fi Contract at Marshall Williamson Park	3,100
AGT Solar Preventative Maintenance Contract & Misc. Repairs	6,000
Opinion of Title, Surveys, Court Recording of Documents	5,000
Dog Park Artificial Turf Preventative Maintenance	5,000
Monthly Monitoring of Burglar Alarm System for various parks	1,440
Toro Pest Management	3,960
Park lighting repairs	30,000
EV ChargePoint at Community Center & Fuchs Park	1,500
Miscellaneous Contract Work for Parks	5,000
<b>TOTAL</b>	<b>143,620</b>



## 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 serves as an encouragement to community health and increases the social cohesiveness of residents of South Miami. The 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: public recreational swim, learn-to-swim, water fitness, and events.

### COMMUNITY POOL ACCOMPLISHMENTS FOR FY 2023

- Partnered with the UM Swim Team to host three (3) water safety trainings.
- Cross trained and certified four (4) recreation aides as lifeguards.
- Assistant Director, John Tyson, obtained Aquatic Facility Operator (AFO) certification.
- Renovated pool office to enhance customer service experience for guests.
- Implemented a new daily cleaning log for lifeguards to complete with the intention of improving overall cleanliness and facility aesthetics.
- Began offering water aerobics in March in lieu of the normal June start date.

### COMMUNITY POOL OBJECTIVES FOR FY 2024

- Conduct user surveys for swim lessons, water aerobics, and general pool users.
- Develop and implement a preventative maintenance operational manual for pool and splash pad.
- Obtain learn-to-swim grant funding.
- Offer water aerobics on Saturday.



- Certify a recreation leader as an Aquatic Facility Operator.
- Paint pump flow pipes to help identify the flow of each pipe and how it connects within the system.

**COMMUNITY POOL ACTIVITY REPORT**

<b>ACTIVITY</b>	<b>ACTUAL FY 2020</b>	<b>ACTUAL FY 2021</b>	<b>ACTUAL FY 2022</b>	<b>PROJECTED FY 2023</b>	<b>ESTIMATED FY 2024</b>
Lifeguard Certifications	5	15	10	10	17
Learn to Swim Participants (paid)	150	200	200	250	260
Water Aerobics (paid)	9	22	45	45	45
Facility Rentals	0	1	8	8	8



**COMMUNITY POOL BUDGET FY 2023-2024**

**001-2030-572**

**SIX MONTHS OPERATIONS**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
0012030	5721310 SALARIES - PART TIME	37,152	27,196	54,960	54,960	55,832
0012030	5722110 F.I.C.A.	2,842	2,081	4,204	4,204	4,271
0012030	5722410 WORKER'S COMPENSATION	323	306	813	813	826
	<b>TOTAL PERSONNEL SERVICES</b>	<b>40,317</b>	<b>29,583</b>	<b>59,977</b>	<b>59,977</b>	<b>60,929</b>
0012030	5723450 CONTRACTUAL SERVICES	3,024	13,165	13,620	13,120	14,400
0012030	5724080 EMPLOYEE EDUCATION	835	450	1,340	1,015	1,225
0012030	5724320 UTILITIES WATER & SEWER	16,014	11,703	25,000	20,000	16,000
0012030	5724350 ELECTRICITY	9,250	8,701	9,000	9,000	9,000
0012030	5724670 MAINTENANCE & REPAIR	8,570	12,100	12,000	9,616	15,000
0012030	5724820 EVENTS	0	1,208	1,800	1,400	0
0012030	5725210 SUPPLIES	6,761	6,357	7,000	6,000	7,000
0012030	5725220 UNIFORMS	1,012	920	1,100	1,100	1,100
	<b>TOTAL OPERATING EXPENSES</b>	<b>45,466</b>	<b>54,604</b>	<b>70,860</b>	<b>61,251</b>	<b>63,725</b>
	<b>TOTAL COMMUNITY CENTER</b>	<b>85,783</b>	<b>84,187</b>	<b>130,837</b>	<b>121,228</b>	<b>124,654</b>



**COMMUNITY POOL BUDGET HIGHLIGHTS**

**6-Months of Operation**

**3450 Contractual Services –**

Pool Chemicals (Approx. \$700 per Month)	8,500
Water Aerobics Instructor (4 Classes Weekly, March through September)	5,600
Florida Health Department Operating Permits (For Main Pool and Splash Pad)	300
<b>TOTAL 6 Month Operations</b>	<b>14,400</b>



## 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.

#### FOR FY 2023

- Generate over \$100,000 in net profit.
- Over 90% of sales processed through online cloud-based system.
- More than 230 participants registered for tennis afterschool programming.
- Served more than 25,000 participants and 1,300 individual users.

#### TENNIS OBJECTIVES FOR FY 2024

- Conduct user survey for tennis programming.
- Generate a minimum of \$100,000 in net profit.
- Service over 250 children in youth tennis programs.
- Service a minimum of 25,750 participants and 1,339 individual users.
- Resurface south clay courts numbered 1, 2, and 3.



**TENNIS ACTIVITY REPORT**

<b>ACTIVITY</b>	<b>ACTUAL FY 2020</b>	<b>ACTUAL FY 2021</b>	<b>ACTUAL FY 2022</b>	<b>PROJECTED FY 2023</b>	<b>ESTIMATED FY 2024</b>
Drop-In Court Rentals	1,000	3,059	3,632	3,500	3,500
Winter Camp	48	26	33	30	30
Spring Camp	0	21	20	40	22
Summer Camp	90	71	216	215	198
After School Program	160	190	488	450	450
Adult Women's Clinic	54	69	476	450	450
Private Lesson (hours)	2,000	4,000	2,220	2,200	2,200



**TENNIS BUDGET FY 2023-2024**

**001-2010-572**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
0012010	5721210 SALARIES - REGULAR	97,782	135,443	171,538	158,417	192,247
0012010	5721310 SALARIES - PART TIME	32,059	38,274	32,698	24,297	36,680
0012010	5722110 F.I.C.A.	9,608	13,231	15,519	13,896	18,319
0012010	5722210 PENSION PLAN CONTRIBUTION	2,299	0	0	0	3,407
0012010	5722220 ICMA	6,690	9,300	12,008	10,942	9,147
0012010	5722310 GROUP HEALTH INSURANCE	8,151	17,183	28,939	22,698	42,143
0012010	5722410 WORKER'S COMPENSATION	3,101	3,114	9,129	6,657	10,302
	<b>TOTAL PERSONNEL SERVICES</b>	<b>159,690</b>	<b>216,545</b>	<b>269,831</b>	<b>236,908</b>	<b>312,245</b>
0012010	5723450 CONTRACTUAL SERVICES	173,988	172,685	253,124	230,000	262,420
0012010	5724120 COMMUNICATION	417	448	1,132	849	1,132
0012010	5724620 MAINT & REP-OPERAT EQUIP	2,882	3,014	6,000	0	4,500
0012010	5724670 MAINTENANCE & REPAIR	7,337	8,123	8,740	7,540	11,900
0012010	5725205 COMPUTER EQUIPMENT	0	0	1,350	1,350	1,600
0012010	5725210 SUPPLIES	4,755	4,732	5,350	4,600	5,300
0012010	5725220 UNIFORMS	758	1,500	1,000	1,000	1,400
	<b>TOTAL OPERATING EXPENSES</b>	<b>190,137</b>	<b>190,502</b>	<b>276,696</b>	<b>245,339</b>	<b>288,252</b>
	<b>TOTAL TENNIS</b>	<b>349,827</b>	<b>407,047</b>	<b>546,527</b>	<b>482,247</b>	<b>600,497</b>



## 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 2023-2024  
001-2100-519**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
0012100	5192250 SECTION 185 CONTRIBUTION	106,852	109,815	117,000	116,838	165,197
0012100	5199920 GENERAL CONTINGENCY	0	0	0	0	0
	<b>TOTAL PERSONNEL SERVICES/GENERAL GOVT SERVICES</b>	<b>106,852</b>	<b>109,815</b>	<b>117,000</b>	<b>116,838</b>	<b>165,197</b>
0012100	5819120 INTRA-GOV TRANSFER-DEBT SERVICE	389,289	316,314	717,174	717,174	719,064
0012100	5819140 INTRA-GOV CAPITAL IMPROV PRO FUND	1,570,820	2,565,547	3,158,994	3,158,994	6,771,872
0012100	5819166 INTRA-GOV PEDESTRIAN CROSSING ADQ FUND	133,000	0	0	0	0
0012100	5819167 INTRA-GOV POLICE HEADQUARTERS & EOC FUND	0	1,500,000	0	0	0
	<b>TOTAL TRANSFERS</b>	<b>2,093,109</b>	<b>4,381,861</b>	<b>3,876,168</b>	<b>3,876,168</b>	<b>7,490,936</b>
	<b>TOTAL NON -DEPARTMENTAL</b>	<b>2,199,961</b>	<b>4,491,676</b>	<b>3,993,168</b>	<b>3,993,006</b>	<b>7,656,133</b>

**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

SOLAR COLLECTOR TRUST FUND

ART IN PUBLIC PLACES FUND

PEOPLE TRANSPORTATION TAX FUND

REVENUE STABILIZATION ACCOUNT

GRANT MATCH RESERVE FUND

INSURANCE RESERVE FUND

TAX EQUALIZATION FUND

BUILDING CAPITAL RESERVE FUND

CITY PARKS ACQUISITION DEVELOPMENT OPS AND MAINT FUND

PEDESTRIAN CROSSING ACQUISITION, DEVELOPMENT, OPS AND MAINT TRUST FUND

POLICE HEADQUARTERS AND EMERGENCY OPERATION CENTER 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 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
	<b>BEGINNING FUND BALANCE</b>	<b>318,121</b>	<b>382,165</b>	<b>379,965</b>	<b>379,965</b>	<b>94,008</b>
	<b>REVENUES</b>					
1110000	3143000 UTILITY TAX-STORMWATER	427	576	0	0	0
1110000	3301000 INTERGOVERNMENTAL REVENUE	364,481	373,860	365,000	365,000	380,000
1110000	3612000 INTEREST INCOME	7,876	4,685	0	9,900	4,500
1110000	3699201 MISC OTHERS	0	0	0	0	0
	<b>TOTAL REVENUE</b>	<b>372,784</b>	<b>379,120</b>	<b>365,000</b>	<b>374,900</b>	<b>384,500</b>
	<b>EXPENDITURES</b>					
1111730	5411210 REGULAR SALARY	41,069	49,924	44,048	41,998	53,739
1111730	5411410 OVERTIME	29	850	0	0	0
1111730	5412110 FICA	3,137	3,842	3,370	3,212	4,111
1111730	5412210 PENSION PLAN CONTRIBUTION	3,221	3,721	3,946	1,478	5,344
1111730	5412310 GROUP HEALTH INSURANCE	7,674	8,367	9,059	8,136	10,536
1111730	5412410 WORKER'S COMPENSATION	1,486	1,433	3,845	1,478	4,687
	<b>TOTAL PERSONNEL SERVICES</b>	<b>56,617</b>	<b>68,137</b>	<b>64,268</b>	<b>56,302</b>	<b>78,417</b>
1111730	5413450 CONTRACTUAL SERVICES	56,551	40,371	139,245	99,945	139,245
	<b>TOTAL OPERATING EXPENSES</b>	<b>56,551</b>	<b>40,371</b>	<b>139,245</b>	<b>99,945</b>	<b>139,245</b>
1111730	5416490 CONSTRUCTION PROJECTS	45,573	122,812	0	354,610	90,000
	<b>TOTAL CAPITAL OUTLAY</b>	<b>45,573</b>	<b>122,812</b>	<b>0</b>	<b>354,610</b>	<b>90,000</b>
	<b>TOTAL EXPENDITURES</b>	<b>158,740</b>	<b>231,320</b>	<b>203,513</b>	<b>510,857</b>	<b>307,662</b>
1111730	5819120 TRANSFER-GEN FUND	150,000	150,000	150,000	150,000	150,000
	<b>TOTAL OTHER FINANCING SOURCES</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>
	<b>TOTAL FUND EXPENSES</b>	<b>308,740</b>	<b>381,320</b>	<b>353,513</b>	<b>660,857</b>	<b>457,662</b>
	<b>ENDING FUND BALANCE</b>	<b>382,165</b>	<b>379,965</b>	<b>391,452</b>	<b>94,008</b>	<b>20,846</b>



**STORMWATER DRAIN TRUST FUND BUDGET HIGHLIGHTS**

<b>111-1730-541-3450</b>	Canal Maintenance Interlocal Agreement with Miami-Dade County/City Share 57%	95,300
	DERM Annual Operating Permit Renewal Fee	900
	FDEP Annual Regulatory Program & Surveillance Fee	345
	NPDES Interlocal Agreement payment permit	2,700
	Citywide Drainage Improvement for EPA NPDES MS4 permit	8,000
	Citywide Storm drain Cleanout	32,000
		<b>139,245</b>
<b>111-1730-541-6490</b>	Drainage Improvements SW 65 AVE between SW 50 ST to SW 52 ST (Design)	30,000
	Drainage Improvements SW 59th Place from SW 56 Ter to Cul-de-Sac (Design)	30,000
	Drainage Improvements SW 76 Terr between SW 67 Ave to SW 69 Ave (Design)	30,000
		<b>90,000</b>
	<b>GRAND TOTAL</b>	<b>229,245</b>



## 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 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
	<b>BEGINNING FUND BALANCE</b>	<b>263,913</b>	<b>332,787</b>	<b>407,198</b>	<b>407,198</b>	<b>489,398</b>
	<b>REVENUES</b>					
1120000	3121000 LOCAL OPTIONS TAXES	65,942	71,169	69,248	70,800	69,248
1120000	3612000 INTEREST INCOME	2,932	3,242	0	11,400	0
	<b>TOTAL REVENUE</b>	<b>68,874</b>	<b>74,411</b>	<b>69,248</b>	<b>82,200</b>	<b>69,248</b>
	<b>EXPENSES</b>					
1121730	5416210 INFRASTRUCTURE PROJECTS	0	0	100,000	0	100,000
	<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>100,000</b>	<b>0</b>	<b>100,000</b>
	<b>TOTAL FUND EXPENSES</b>	<b>0</b>	<b>0</b>	<b>100,000</b>	<b>0</b>	<b>100,000</b>
	<b>ENDING FUND BALANCE</b>	<b>332,787</b>	<b>407,198</b>	<b>376,447</b>	<b>489,398</b>	<b>458,647</b>

**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 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
	<b>BEGINNING FUND BALANCE</b>	<b>1,008</b>	<b>1,008</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>REVENUES</b>					
1160000	3419060 PARKING EXCEPTION	0	0	0	0	0
	<b>TOTAL REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>EXPENSES</b>					
1161410	5819120 TRANSFER TO GEN FUND	0	1,008	0	0	0
	<b>OTHER FINANCING SOURCES</b>	<b>0</b>	<b>1,008</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL FUND EXPENSES</b>	<b>0</b>	<b>1,008</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>ENDING FUND BALANCE</b>	<b>1,008</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



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 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
	<b>BEGINNING FUND BALANCE</b>	<b>69,740</b>	<b>264,913</b>	<b>350,685</b>	<b>350,685</b>	<b>282,146</b>
	<b>REVENUES</b>					
1170000	3246100 PARKS IMPACT FEES-RESIDENTIAL	193,448	111,247	0	191,134	800,000
1170000	3612000 INTEREST INCOME	1,725	2,824	0	6,327	0
	<b>TOTAL REVENUE</b>	<b>195,173</b>	<b>114,071</b>	<b>0</b>	<b>197,461</b>	<b>800,000</b>
	<b>EXPENSES</b>					
1172000	5726440 CAPITAL IMPROVEMENTS	0	28,299	0	266,000	980,000
	<b>OTHER FINANCING SOURCES</b>	<b>0</b>	<b>28,299</b>	<b>0</b>	<b>266,000</b>	<b>980,000</b>
	<b>TOTAL FUND EXPENSES</b>	<b>0</b>	<b>28,299</b>	<b>0</b>	<b>266,000</b>	<b>980,000</b>
	<b>ENDING FUND BALANCE</b>	<b>264,913</b>	<b>350,685</b>	<b>350,685</b>	<b>282,146</b>	<b>102,146</b>

**PARKS FACILITIES IMPACT FEE FUND HIGHLIGHTS:**

<b>117-2000-572-6440</b>	Citywide Parks Improvement	250,000
	Dante Fascell Park-Replace Outdated Outdoor Fitness Equipment	50,000
	Dante Fascell Park-Resurface Tennis Clay Courts	90,000
	Design Study: Girl Scout Little House Property Improvements	75,000
	Murray Park - Retrofit Field Lighting to LED	300,000
	Murray Park-Basketball Court Resurfacing & New Natural Playing Turf	140,000
	South Miami Park - Design Study for Parking Lot & Drainage Improvements	75,000
		<b>980,000</b>



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 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
	<b>BEGINNING FUND BALANCE</b>	<b>58,827</b>	<b>77,546</b>	<b>104,522</b>	<b>104,522</b>	<b>112,061</b>
	<b>REVENUES</b>					
1180000	3430000 PHYSICAL ENVIRON CHARGE	18,719	51,976	0	32,514	0
	<b>TOTAL REVENUE</b>	<b>18,719</b>	<b>51,976</b>	<b>0</b>	<b>32,514</b>	<b>0</b>
	<b>EXPENSES</b>					
1181750	5193450 CONTRACTUAL SERVICES	0	25,000	25,000	24,975	25,000
	<b>OTHER FINANCING SOURCES</b>	<b>0</b>	<b>25,000</b>	<b>25,000</b>	<b>24,975</b>	<b>25,000</b>
	<b>TOTAL FUND EXPENSES</b>	<b>0</b>	<b>25,000</b>	<b>25,000</b>	<b>24,975</b>	<b>25,000</b>
	<b>ENDING FUND BALANCE</b>	<b>77,546</b>	<b>104,522</b>	<b>79,522</b>	<b>112,061</b>	<b>87,061</b>

**BOB WELSH TREE TRUST FUND HIGHLIGHTS:**

<b>118-1750-519-3450</b>	Citywide Tree Replacement Trust Fund	25,000
		<b>25,000</b>



## SOLAR COLLECTOR TRUST FUND

### CITY OF SOUTH MIAMI SPECIAL REVENUE FUND 119

#### **SOLAR COLLECTOR TRUST FUND BACKGROUND**

The South Miami Land Development Code requires the installation of solar photovoltaic systems on certain residential construction project to help achieve the goals of the City related to the elimination of carbon dioxide and greenhouse gasses. On July 6, 2021, the Mayor and Commission adopted Ordinance 11-21-2401 which amends the Land Development Code 20-3.6(W) concerning Solar Requirements.

The new ordinance now offers an alternative to the installation of solar photovoltaic systems, which allows for payment-in-lieu. If solar panels are not installed then the property owner/applicant must pay a “Solar Collector Fee”, in the amount set forth in the City’s current Schedule of Fees and Fines. Said fee must be set at (50%) percent of the cost, at market rate, to obtain the minimum amount of solar collectors that would otherwise be required.

The Fund has been created for the purposes of acquiring and developing Solar Collector Systems. Any monies deposited into the Fund and their interest or investment earnings must be applied toward the acquiring and developing of Solar Collectors on City property.

There is no budget prepared for FY 2023-2024 period as no fees have been collected for this fund as of the present date.



## ART IN PUBLIC PLACES FUND

### CITY OF SOUTH MIAMI SPECIAL REVENUE FUND 122

#### **ART IN PUBLIC PLACES FUND BACKGROUND**

On March 23, 2022, the Mayor and Commission adopted Ordinance 06-21-2396 which created the South Miami Art in Public Places Program. The Art in Public Places will enhance the character and identity of the City and contribute to economic development and tourism. The Art in Public Places will revitalize urban space with cultural meaning, aesthetic quality, and uniqueness and will add beauty and interest in those spaces visible to the public. Art in Public Places will increase opportunities for the public to experience and participate in the arts through the acquisition and installation of world-class art in publicly accessible areas.

The Art in Public Places Program applies to Municipal and Non-Municipal Construction Projects. The Art in Public Places Program is funded through Art in Public Places Fees (Fee) for non-municipal projects, as well as a contribution from the City for municipal construction projects (Contribution} whether the project is implemented directly by the City or through a public-private partnership where the City retains ownership of the land.

The Fee and the Contribution are both based on the Construction cost and in each case, it is equal to one and one-half percent (1.5%) of the Construction cost of the Project. Furthermore, persons or entities other than those required to make payments to the Art Trust Fund pursuant to the Ordinance may make a voluntary donation to the Fund by specifying the use of such donation.

The Developer of any Non-Municipal Commercial Construction Project of one million dollars (\$1,000,000.00) or more and not exempted must contribute one-and-one-half percent (1.5%) of the Construction Cost to the Art Trust Fund.

The City Manager must submit an annual report providing a detailed accounting of monies spent or earmarked for future expenditures from the Art Trust Fund to the City Commission during budget process.



**ART IN PUBLIC PLACES FUND**  
**CITY OF SOUTH MIAMI FUND 122**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
	<b>BEGINNING FUND BALANCE</b>	0	0	0	0	18,000
	<b>REVENUES</b>					
1220000	3473000 CULTURAL SERVICE REVENUE	0	0	0	18,000	0
	<b>TOTAL REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>18,000</b>	<b>0</b>
	<b>EXPENSES</b>					
1221790	5193450 CONTRACTUAL SERVICES	0	0	0	0	0
	<b>TOTAL OPERATING EXPENSES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL FUND EXPENSES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>ENDING FUND BALANCE</b>	0	0	0	18,000	18,000



## 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 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
	<b>BEGINNING FUND BALANCE</b>	<b>1,051,191</b>	<b>1,251,736</b>	<b>1,519,634</b>	<b>1,519,634</b>	<b>1,570,826</b>
	<b>REVENUES</b>					
1240000	3126000 INTERGOVERNMENTAL REVENUE	457,809	574,438	435,000	612,000	535,000
1240000	3612000 INTEREST INCOME	11,456	11,729	0	8,200	0
	<b>TOTAL REVENUE</b>	<b>469,265</b>	<b>586,167</b>	<b>435,000</b>	<b>620,200</b>	<b>535,000</b>
	<b>EXPENDITURES</b>					
1241730	5416490 CONSTRUCTION PROJECTS	268,720	318,269	1,195,500	569,008	977,500
	<b>TOTAL CAPITAL OUTLAY</b>	<b>268,720</b>	<b>318,269</b>	<b>1,195,500</b>	<b>569,008</b>	<b>977,500</b>
	<b>TOTAL FUND EXPENSES</b>	<b>268,720</b>	<b>318,269</b>	<b>1,195,500</b>	<b>569,008</b>	<b>977,500</b>
	<b>ENDING FUND BALANCE</b>	<b>1,251,736</b>	<b>1,519,634</b>	<b>759,134</b>	<b>1,570,826</b>	<b>1,128,326</b>



**PEOPLE'S TRANSPORTATION TAX FUND - TRANSPORTATION HIGHLIGHTS:**

<b>124-1730-541-6490</b>	Miscellaneous Traffic Calming	100,000
	Traffic Circle Construction at SW 76 ST & 61 AVE	150,000
	Traffic Circle Construction at SW 77 TER & 58 AVE	150,000
	Traffic Circle Construction at SW 58 AVE & 82 ST	150,000
	Citywide Sidewalk Repairs	50,000
	Citywide Street Improvements/ Resurfacing	55,000
	Road Resurfacing - SW 44 ST from SW 62-61 AVE	15,500
	Road Resurfacing - SW 42 ST from SW 62 CT to 62 AVE	12,750
	Road Resurfacing - SW 54 ST from SW 64 AVE to 65 AVE	13,250
	Road Resurfacing - SW 66 ST from SW 63 CT to 62 CT	24,000
	Road Resurfacing - SW 68 ST from SW 62 CT to 63 CT	22,500
	Road Resurfacing - SW 85 ST from SW 60 AVE to 59 AVE	25,000
	Road Resurfacing - SW 58 AVE from SW 84 – 85 ST	14,500
	Road Resurfacing - SW 69 TR from SW 67 AVE to 68 AVE	16,500
	Road Resurfacing - SW 64 CT from SW 74 ST to Street end	18,500
	Road Resurfacing - SW 62 PL from SW 72- 74 ST	25,000
	Citywide Directional Street Signs Replacement	10,000
	Bus Shelter west side of SW 62nd Ave near South Miami Senior Center	55,000
	Internally Illuminated Pavement Markers Sunset Dr & SW 61 CT/City Hall Area	50,000
	Citywide Striping	20,000
		<b>977,500</b>



**PEOPLE'S TRANSPORTATION TAX FUND  
DIRECT TRANSIT & MOBILITY  
CITY OF SOUTH MIAMI FUND 125**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
	<b>BEGINNING FUND BALANCE</b>	<b>272,228</b>	<b>236,680</b>	<b>199,767</b>	<b>199,767</b>	<b>272,461</b>
	<b>REVENUES</b>					
1250000	3126000 INTERGOV REVENUE	114,452	143,610	108,000	153,000	135,000
	<b>TOTAL REVENUE</b>	<b>114,452</b>	<b>143,610</b>	<b>108,000</b>	<b>153,000</b>	<b>135,000</b>
	<b>EXPENDITURES</b>					
1251730	5413450 CONTRACTUAL SERVICES	150,000	180,523	182,926	80,306	216,200
	<b>TOTAL FUND EXPENSES</b>	<b>150,000</b>	<b>180,523</b>	<b>182,926</b>	<b>80,306</b>	<b>216,200</b>
	<b>ENDING FUND BALANCE</b>	<b>236,680</b>	<b>199,767</b>	<b>124,841</b>	<b>272,461</b>	<b>191,261</b>

**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.



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	ACCOUNT CLASSIFICATION	ACTUAL FY 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
	<b>BEGINNING FUND BALANCE</b>	60,000	0	0	0	0
	<b>REVENUES</b>					
1500000	3811000 TRANSFER FROM GEN FUND	0	0	0	0	0
	<b>TOTAL REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>EXPENSES</b>					
1501410	5819900 TRANSFER TO OTHER FUND	60,000	0	0	0	0
	<b>TOTAL FUND EXPENSES</b>	<b>60,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>ENDING FUND BALANCE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



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	ACCOUNT CLASSIFICATION	ACTUAL FY 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
	<b>BEGINNING FUND BALANCE</b>	60,000	0	0	0	0
	<b>EXPENSES</b>					
1511410	5819900 TRANSFER TO OTHER FUND	60,000	0	0	0	0
	<b>TOTAL FUND EXPENSES</b>	<b>60,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>ENDING FUND BALANCE</b>	0	0	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	ACCOUNT CLASSIFICATION	ACTUAL FY 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
	<b>BEGINNING FUND BALANCE</b>	60,000	0	0	0	0
	<b>EXPENSES</b>					
1521410	5819900 TRANSFER TO OTHER FUND	60,000	0	0	0	0
	<b>TOTAL FUND EXPENSES</b>	<b>60,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>ENDING FUND BALANCE</b>	0	0	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	ACCOUNT CLASSIFICATION	ACTUAL FY 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
	<b>BEGINNING FUND BALANCE</b>	<b>60,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>EXPENSES</b>					
1531410	5819900 TRANSFER TO OTHER FUND	60,000	0	0	0	0
	<b>TOTAL FUND EXPENSES</b>	<b>60,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>ENDING FUND BALANCE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



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	ACCOUNT CLASSIFICATION	ACTUAL FY 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
	<b>BEGINNING FUND BALANCE</b>	<b>60,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>EXPENSES</b>					
1541410	5819900 TRANSFER TO OTHER FUND	60,000	0	0	0	0
	<b>TOTAL FUND EXPENSES</b>	<b>60,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>ENDING FUND BALANCE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



## PEDESTRIAN CROSSING ACQUISITION DEVELOPMENT AND MAINTENANCE TRUST FUND

### CITY OF SOUTH MIAMI FUND 156

As adopted via Ordinance 13-18-2302, any monies deposited into the fund and their interest or investment earnings shall be applied as follows:

- a) Categories, subcategories, and projects: The Fund has three (3) major categories:
  - 1) Acquisition;
  - 2) Development; and
  - 3) Improvement.

Each year as part of the City's annual budget process, the City Manager shall submit a proposed spending plan for the Fund, including the scope of each anticipated project and allocating expected new revenues and interest or investment earnings among the categories, subcategories, and projects for the coming year. Over the term of the program, funding and expenditures will be consistent with this section, unless the City Commission by supermajority (4/5) vote determines otherwise.

- b) Each proposed project of this Fund will be included in the City's Capital Improvement Program, unless subsequently added to this program by the Commission in compliance with this Section. The proposed scopes of projects will include recommendations by the applicable City Departments.
- c) The acquisition category will be used to pay for acquisition projects. In making recommendations regarding the funding of the acquisition fund projects, the City Manager will consider the following criteria:
  - i) Has the project been subject to a public review process or is it consistent with approved plans, such as a neighborhood plan or a sea level rise or watershed plan?
  - ii) Does the project address deficiency or underserved communities?
  - iii) Is the project in an area experiencing growth?
  - iv) Does the project address an immediate health or safety problem, or take advantage of an opportunity that will be lost unless action is taken?
  - v) Does the project contribute to solving major challenges facing our community?



- vi) Does the project have the potential to leverage other resources through the actions of other public agencies, funding from public, private or philanthropic partners, and/or in-kind contributions of time and energy from citizen volunteers?
  - vii) Does the project result in significantly lower operating costs for the City?
  - viii) Does the project demonstrate new and creative methods to meet the community's needs?
  - ix) Does the project demonstrate a high degree of neighborhood involvement and support?
- d) Funds unexpended at the end of any budget year and any unallocated funding shall automatically be carried over within the Fund to the next budget year.

**PEDESTRIAN CROSSING ACQUISITION, DEVELOPMENT, OPERATION, & MAINTENANCE TRUST FUND  
CITY OF SOUTH MIAMI FUND 156**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
	<b>BEGINNING FUND BALANCE</b>	0	284,352	135,704	135,704	0
	<b>REVENUES</b>					
1560000	3811000 INTERFUND TRANSFERS IN	433,000	0	0	0	0
	<b>TOTAL REVENUE</b>	<b>433,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>EXPENSES</b>					
1561790	5193450 CONTRACTUAL SERVICES	148,648	148,648	0	135,704	0
	<b>TOTAL FUND EXPENSES</b>	<b>148,648</b>	<b>148,648</b>	<b>0</b>	<b>135,704</b>	<b>0</b>
	<b>ENDING FUND BALANCE</b>	284,352	135,704	135,704	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 69<sup>th</sup> Street.

POLICE HEADQUARTERS AND EMERGENCY OPERATIONS CENTER FUND

CITY OF SOUTH MIAMI FUND 157

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
	<b>BEGINNING FUND BALANCE</b>	0	0	1,400,072	1,400,072	1,400,072
	<b>REVENUES</b>					
1570000	3811000 INTERFUND TRANSFERS IN	0	1,910,146	0	0	0
	<b>TOTAL REVENUE</b>	<b>0</b>	<b>1,910,146</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>EXPENSES</b>					
1571790	5193450 CONTRACTUAL SERVICES	0	510,074	0	0	0
	<b>TOTAL OPERATING EXPENSES</b>	<b>0</b>	<b>510,074</b>	<b>0</b>	<b>0</b>	<b>0</b>
1571790	5819900 TRANSFER TO CIP	0	0	0	0	1,178,294
1571790	5819168 TRANSFER TO FED FORF					221,778
	<b>TOTAL TRANSFERS OUT</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,400,072</b>
	<b>TOTAL FUND EXPENSES</b>	<b>0</b>	<b>510,074</b>	<b>0</b>	<b>0</b>	<b>1,400,072</b>
	<b>ENDING FUND BALANCE</b>	<b>0</b>	<b>1,400,072</b>	<b>1,400,072</b>	<b>1,400,072</b>	<b>0</b>



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 - Truist Bank:** On August 16, 2011, the City of South Miami agreed to issue a loan with Truist 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.



**TRUIST 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**

<b>TRUIST LOAN 2011</b>					
<b>FY</b>	<b>DATE</b>	<b>PRINCIPAL</b>	<b>INTEREST</b>	<b>TOTAL</b>	<b>BALANCE</b>
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
	<b>TOTAL</b>	<b>7,575,000</b>	<b>3,125,339</b>	<b>10,700,339</b>	



**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**

<b>CHASE LOAN 2020</b>					
<b>FY</b>	<b>DATE</b>	<b>PRINCIPAL</b>	<b>INTEREST</b>	<b>TOTAL</b>	<b>BALANCE</b>
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	-
<b>TOTAL</b>		<b>4,988,000</b>	<b>469,331</b>	<b>5,457,331</b>	



<b>DEBT FUND SCHEDULE FISCAL YEAR 2024</b>						
	<b>BALANCE</b>	<b>PRINCIPAL</b>	<b>INTEREST</b>	<b>FEES</b>	<b>PAYMENT</b>	<b>BALANCE</b>
SunTrust 2011 Loan Refinance South Miami Parking Garage	\$2,530,000	\$590,000	\$103,388	\$0	\$693,388	\$1,940,000
Chase Loan Series 2020	\$4,136,000	\$301,000	\$54,884	\$0	\$355,884	\$3,835,000
<b>TOTAL</b>	<b>\$6,666,000</b>	<b>\$891,000</b>	<b>\$158,272</b>	<b>\$0</b>	<b>\$1,049,272</b>	<b>\$5,775,000</b>

**DEBT SERVICE FUND  
CITY OF SOUTH MIAMI FUND 201**

<b>ACCT NO</b>	<b>ACCOUNT CLASSIFICATION</b>	<b>ACTUAL FY 20/21</b>	<b>ACTUAL FY 21/22</b>	<b>BUDGET FY 22/23</b>	<b>ESTIMATE FY 22/23</b>	<b>ADOPTED FY 23/24</b>
	<b>BEGINNING FUND BALANCE</b>	<b>21,612</b>	<b>196,409</b>	<b>405</b>	<b>405</b>	<b>442</b>
	<b>REVENUES</b>					
2010000	3612000 INTEREST INCOME	5,475	267	0	0	0
2010000	3669000 S. HOSP FOUNDATION	142,663	143,661	144,305	144,305	139,715
2010000	3699201 MISC OTHERS	8	0	0	0	0
2010000	3669300 RICHMAN PROP LN PMT	637,394	394,231	188,714	188,714	191,051
2010000	3811100 TRANSFER IN FROM GF	389,289	316,314	717,174	717,174	719,064
2010000	3841100 DEBT REV	0	0	0	0	0
	<b>TOTAL REVENUE</b>	<b>1,174,829</b>	<b>854,473</b>	<b>1,050,193</b>	<b>1,050,193</b>	<b>1,049,830</b>
	<b>EXPENDITURES</b>					
2011410	5197110 DEBT PRINCIPLE	784,000	832,000	861,000	861,000	891,000
2011410	5197210 DEBT INTEREST	216,031	218,417	188,594	189,056	158,272
2011410	5197310 DEBT OTHER COST	0	60	1,000	100	1,000
	<b>TOTAL DEBT SERVICE</b>	<b>1,000,031</b>	<b>1,050,477</b>	<b>1,050,594</b>	<b>1,050,156</b>	<b>1,050,272</b>
	<b>ENDING FUND BALANCE</b>	<b>196,409</b>	<b>405</b>	<b>4</b>	<b>442</b>	<b>0</b>



## CAPITAL IMPROVEMENT PROGRAM FUND

### CITY OF SOUTH MIAMI FUND 30I

#### **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 5 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 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
	<b>BEGINNING FUND BALANCE</b>	<b>1,451,601</b>	<b>790,570</b>	<b>1,829,564</b>	<b>1,829,564</b>	<b>2,497,128</b>
	<b>REVENUES</b>					
3010000	3811000 TRANSFER FROM GENERAL FUND	1,570,820	2,565,547	3,158,994	3,158,994	6,771,872
3010000	3811300 TRANSFER FROM POLICE HEADQTR	0	0	0	0	1,178,294
	<b>TOTAL REVENUE</b>	<b>1,570,820</b>	<b>2,565,547</b>	<b>3,158,994</b>	<b>3,158,994</b>	<b>7,950,166</b>
	<b>EXPENSES</b>					
3011410	5136430 FINANCE EQUIPMENT	0	0	354,383	280,559	0
3011720	5346440 SOLID WASTE VEHICLES	309,984	107,805	330,000	352,990	270,000
3011730	5416450 CAPITAL IMPROVEMENT	49,981	0	25,000	25,000	50,000
3011790	5196450 ENGINEERING CAPITAL IMPROV	755,003	517,809	1,086,125	555,781	2,324,000
3011910	5216440 POLICE VEHICLES	429,569	0	330,000	330,000	495,000
3012000	5726440 PARKS VEHICLES	0	0	40,000	55,000	200,000
3012000	5726450 PARKS & REC IMPROVEMENT	687,314	900,939	2,305,000	892,100	5,775,000
3012020	5726450 COMM CTR IMPROVEMENT	0	0	0	0	125,000
3012030	5726450 MURRAY AQUATIC CTR IMPROV	0	0	0	0	30,000
	<b>TOTAL CAPITAL EXPENSES</b>	<b>2,231,851</b>	<b>1,526,553</b>	<b>4,470,508</b>	<b>2,491,430</b>	<b>9,269,000</b>
	<b>TOTAL FUND EXPENSES</b>	<b>2,231,851</b>	<b>1,526,553</b>	<b>4,470,508</b>	<b>2,491,430</b>	<b>9,269,000</b>
	<b>ENDING FUND BALANCE</b>	<b>790,570</b>	<b>1,829,564</b>	<b>518,050</b>	<b>2,497,128</b>	<b>1,178,294</b>
<b>Reserved Fund Balance</b>						
	Town Center Improvements					1,178,294
						<b>1,178,294</b>



**CIP PROJECT SUMMARY:**

<b>301-1720-534-6440</b>	Pick-up Truck for Public Works	35,000
	Trash Crane for Public Works	235,000
		<b>270,000</b>
<b>301-1730-541-6450</b>	Holiday Lighting	50,000
		<b>50,000</b>
<b>301-1790-519-6450</b>	Drainage Improv. SW 65 AVE between SW 50 ST to SW 52 ST (Const FY24)	170,000
	Drainage Improv. Sw 59th Place from SW 56 Ter to Cul-de-Sac (Const FY24)	170,000
	Drainage Improv. SW 76 Terr between SW 67 Ave to SW 69 Ave (Const FY24)	170,000
	Manor Lane Culvert Replacement/SW 64 CT over Twin Lakes Dr. (Construction)	800,000
	SM Parking Garage-General Improvements & Wayfinding signage	250,000
	Citywide Landscape Program (Planning / Construction)	200,000
	Sunset DR & US-1 and SW 57 - Ped. Lighting Design & Town Center Improvements	175,000
	Art and Sculpture Installations	100,000
	Surface Lot B - SW 58 Ave & SW 71 ST - New Lighting	65,000
	Pedestrian Crossing from Brewer Park to North Neighborhood	75,000
	Commission Chambers Seating and Flooring Upgrades	50,000
	Palmer Park Reroof (restroom/concession area)	25,000
	Sylva Martin - Air Conditioning Replacement	20,000
	Signage for Community Rating System	15,000
	Tire Changing Machine (Motor Pool)	14,000
	New A/C unit for the Parking Garage	10,000
New A/C for City Hall 2nd Floor	10,000	
Multi-sensory Family Room	5,000	
		<b>2,324,000</b>
<b>301-1910-521-6400</b>	7 Police Vehicles and Equipment	430,000
	Police Trailer- Speed/Message Board/License Plate Reader	65,000
		<b>495,000</b>
<b>301-2000-572-6440</b>	P&R Dept. Pickup Vehicle & Wrap	50,000
	P&R Dept 16-Passenger Bus for Senior Center	150,000
		<b>200,000</b>
<b>301-2000-572-6450</b>	Dante Fascell Building - Construction FY24	2,000,000
	South Miami Park - New Artificial Turf Field(s)	3,700,000
	Palmer Park - Laser-Grade Fields	45,000
	Palmer Park - Design Plans for Facility Structural & Reroof Improvements	30,000
		<b>5,775,000</b>
<b>301-2020-572-6450</b>	GBCC - Fitness Center Equipment Replacement	10,000
	Mobley Building Improvements (Plumbing, room enhancements, furniture, etc.)	75,000
	Mobley Bldg Improvements Bay 1/Classroom Environment/Entrepreneur Prog.	40,000
		<b>125,000</b>
<b>301-2030-572-6450</b>	Murray Park Aquatic Center - New Pool Heaters (2) & 1 Bathroom Heater (1)	30,000
	<b>GRAND TOTAL</b>	<b>9,269,000</b>



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. 72<sup>nd</sup>

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 2<sup>nd</sup>, 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 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
	<b>BEGINNING FUND BALANCE</b>	<b>6,146,536</b>	<b>6,246,780</b>	<b>6,330,469</b>	<b>6,330,469</b>	<b>6,540,947</b>
	<b>REVENUES</b>					
0510000	3320000 OTHER FED ASSIST-CARES ACT	150,247	24,354	0	0	0
0510000	3694605 FEMA HURRICANE IRMA REIMB	58,650	0	0	25,478	0
0510000	3811000 TRANSFER FROM GEN FUND	0	0	0	0	0
0510000	3612000 INTEREST INCOME	66,424	59,416	0	185,000	150,000
0510000	3699201 MISCELLANEOUS OTHERS	0	-81	0	0	0
	<b>TOTAL REVENUE</b>	<b>275,322</b>	<b>83,689</b>	<b>0</b>	<b>210,478</b>	<b>150,000</b>
	<b>EXPENSES</b>					
0511310	5133450 CONTRACTUAL SERVICES	109,285	0	0	0	0
0511310	5135210 SUPPLIES	38,335	0	0	0	0
0511340	5135205 COMPUTER EQUIPMENT	8,209	0	0	0	0
0511910	5211210 REGULAR	19,505	0	0	0	0
0511910	5215210 SUPPLIES	-257	0	0	0	0
	<b>OTHER FINANCING SOURCES</b>	<b>175,078</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL FUND EXPENSES</b>	<b>175,078</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>ENDING FUND BALANCE</b>	<b>6,246,780</b>	<b>6,330,469</b>	<b>6,330,469</b>	<b>6,540,947</b>	<b>6,690,947</b>



STATE FORFEITURE FUND

**CITY OF SOUTH MIAMI FUND 608**

The State Forfeiture Fund manages funds collected through the Florida Contraband Forfeiture Act. Florida Statute 932.701 through 932.707 authorizes municipalities to seize assets, including cash, personal property and real property used in violation of the Florida Contraband Forfeiture Act. The funds may be used for educational purposes, Drug Abuse Resistance Education (DARE) programs or the purchase of equipment used in police operations. This fund was established to account for proceeds collected under the provisions of the Florida Contraband Forfeiture Act.

**STATE FORFEITURE FUND**

**CITY OF SOUTH MIAMI FUND 608**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
	<b>BEGINNING FUND BALANCE</b>	<b>40,221</b>	<b>40,700</b>	<b>41,089</b>	<b>41,089</b>	<b>42,289</b>
	<b>REVENUES</b>					
6080000	3612000 INTEREST INCOME	479	389	700	1,200	0
	<b>TOTAL REVENUE</b>	<b>479</b>	<b>389</b>	<b>700</b>	<b>1,200</b>	<b>0</b>
	<b>EXPENSES</b>					
6081910	5215210 INVESTIGATIVE INITIATIVES	0	0	30,000	0	30,000
	<b>TOTAL EXPENSES</b>	<b>0</b>	<b>0</b>	<b>30,000</b>	<b>0</b>	<b>30,000</b>
	<b>ENDING FUND BALANCE</b>	<b>40,700</b>	<b>41,089</b>	<b>11,789</b>	<b>42,289</b>	<b>12,289</b>



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 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATE FY 22/23	ADOPTED FY 23/24
	<b>BEGINNING FUND BALANCE</b>	<b>1,279,666</b>	<b>1,192,308</b>	<b>481,511</b>	<b>481,511</b>	<b>320,425</b>
	<b>REVENUES</b>					
6150000 3511000	INTERGOVERNMENTAL REVENUES	3,941	0	0	24,000	0
6150000 3612000	INTEREST INCOME	14,704	9,013	0	13,778	0
6150000 3699200	OTHER MISC REVENUES	779	1,774	0	914	0
6150000 3811000	TRANSFER FROM OTHER FUND	0	0	0	0	221,778
	<b>TOTAL REVENUE</b>	<b>19,423</b>	<b>10,787</b>	<b>0</b>	<b>38,692</b>	<b>221,778</b>
	<b>EXPENSES</b>					
6151910 5213450	CONTRACTUAL SERVICES	84,485	176,171	242,278	124,778	80,000
6151910 5214070	TRAVEL & PER DIEM	1,724	7,600	30,000	0	0
6151910 5214450	LEASE PURCHASE-POL VEHICLE	20,572	24,368	50,000	30,000	30,000
6151910 5215205	COMPUTER EQUIPMENT	0	80,467	84,000	45,000	0
6151910 5215210	SUPPLIES	0	0	0	0	0
6151910 5215220	UNIFORMS	0	22,832	32,000	0	0
	<b>TOTAL OPERATING EXPENSES</b>	<b>106,781</b>	<b>311,438</b>	<b>438,278</b>	<b>199,778</b>	<b>110,000</b>
6151910 5819900	TRANSFER TO OTHER FUND	0	410,146	0	0	0
	<b>TOTAL TRANSFERS OUT</b>	<b>0</b>	<b>410,146</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL EXPENSE</b>	<b>106,781</b>	<b>721,584</b>	<b>438,278</b>	<b>199,778</b>	<b>110,000</b>
	<b>ENDING FUND BALANCE</b>	<b>1,192,308</b>	<b>481,511</b>	<b>43,233</b>	<b>320,425</b>	<b>432,203</b>

**FEDERAL FORFEITURE FUND HIGHLIGHTS:**

<b>615-1910-521-3450</b>	PAL Program	35,000
	CLEAR/License Plate Readers	40,000
	Firearms Training System	5,000
		<u>80,000</u>



## 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 \$5,000 or more and have a useful economic lifetime of more than one year; or assets of any value if the nature of the item is such that it must be controlled for custody purposes as a fixed asset.



Capital Project. Major construction, acquisition, or renovation activities, which add value to a government's physical assets or significantly increase their useful life. Also called capital improvement.

Capital Projects Budget. A fiscal year budget for capital expenditures, i.e. items or projects of significant value with a probable life of one or more years, and the means of financing them.

CIT. Crisis Intervention Training.

CITT. Citizen's Independent Transportation Trust.

Consumer Price Index (CPI). A statistical description of price levels provided by the U.S. Department of Labor. The index is used as a measure of the increase in the cost of living (i.e., economic inflation).

Contingency Account. An appropriation of money set aside for unexpected expenses. The amount needed is transferred by City Commission action to supplement the appropriate expenditure account.

Contractual Services. Services rendered to a government by private firms, individuals, or other governmental agencies. Examples include utilities, rent, maintenance agreements, and professional consulting services.

County Wide Service Area. As the area wide government, Miami-Dade County has the responsibility to provide certain services to all residents. The countywide services include: public health care, sheriff, jails, courts, mass transportation, environmental protection, certain parks and public works activities, elections, tax collection, property appraisal and social service programs. The revenue to pay for countywide services comes from property and gas taxes, licenses, charges for services, intergovernmental aid, fines and forfeitures, transfers and interest earnings.

CP. Capital Projects.

- D** Debt Service Fund. Fund used to account for the accumulation of resources for and payment of general long term debt principal, interest, and related costs. The payment of principal and interest on borrowed funds.

Department. A major administrative division of the City, which indicates overall management responsibility for an operation or a group of related operations within a functional area. A Department usually has more than one program and may have



more than one fund.

Disbursement. The expenditure of monies from an account.

Distinguished Budget Presentation Awards Program. A voluntary award program administered by the Government Finance Officers Association to encourage governments to prepare effective budget documents.

**E** EAR. Evaluation and Appraisal Report.

Employee (or Fringe) Benefits. Contributions made by a government to meet commitments or obligations for employee fringe benefits. Included are the government's share of costs for Social Security and the deferred compensation, medical, and life insurance plans.

Encumbrance. Commitments of funds for contracts and services to be performed. When encumbrances are recorded, available appropriations are correspondingly reduced.

Enterprise Fund. Funds established to account for operations, which are financed and operated in a manner similar to private enterprises. The intent is that the expense of providing services to the public on a continuing basis (including depreciation) be financed or recovered primarily through user fees.

Estimated Revenues. Projections of funds to be received during the fiscal year.

Expenditure. The cost of goods delivered or services provided, including operating expenses, capital outlays, and debt service. Includes such things as paying salaries of police, fire and others, purchasing materials, electricity, water and gas and making long-term debt payments.

**F** Final Budget. Term used to describe revenues and expenditures for the upcoming year beginning October 1st and ending September 30th.

Financial Policy. A government's policies with respect to revenues, spending, and debt management as these relate to government services, programs and capital investments. Fiscal policy provides an agreed-upon set of principles for the planning and programming of government budgets and their funding.

Fiscal Year. The 12-month period to which the annual budget applies. The City's fiscal year begins October 1st and ends on September 30th.



**Fixed Assets.** Assets of long-term character that are intended to continue to be held or used, such as land, building, machinery, furniture, and other equipment.

**Franchise.** A special privilege granted by a government permitting the continuing use of public property, such as city streets, and usually involving the elements of monopoly and regulation.

**Franchise Fees.** Fees levied by the City in return for granting a privilege, which permits the continual use of public property such as city streets, and usually involves the elements of monopoly and regulation.

**Fund.** An independent fiscal and accounting entity with a self-balancing set of accounts. Funds are established to attain certain objectives or to simply segregate activities. Examples are the Refuse Collection and Recycling Fund and the Stormwater Utility Fund.

**Fund Balance.** The excess of assets over liabilities for a fund. A negative fund balance is sometimes called a deficit.

- G GAAP.** Generally Accepted Accounting Principles. Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules, and procedures that define accepted accounting principles.

**General Fund.** The fund that is available for any legal authorized purpose and which is therefore used to account for all revenues and all activities except those required to be accounted for in another fund. Note: The General Fund is used to finance the ordinary operations of a governmental unit. The entity receives revenue from a specific source and spends it on specific activities.

**General Ledger.** A book, file, or other device, which contains the accounts needed to reflect the financial position and the results of operations of an entity. In double entry bookkeeping, the debits and credits in the general ledger are equal; therefore, the debit balances equal the credit balances.

**General Obligation Bonds.** Bonds for the payment of which the full faith and credit of the issuing government are pledged. In issuing its general obligation bonds, the City of South Miami pledges to levy whatever property tax is needed to repay the bonds for any particular year. General Obligation Bonds cannot be issued without voter approval and are usually issued with maturities of between 15 and 30 years.

**GF.** General Fund.



GFOA. Government Finance Officers Association.

Goal. An attainable target for an organization. An organization's vision of the future.

Goals and Objectives. A narrative in each department which establishes a program of non-routine, or especially emphasized, intentions and tasks for each City Department or sub-department during a one-year period. It is not necessarily a fiscal period.

GOB. General Obligation Bond.

Grant. A contribution by one governmental unit to another. The contribution is usually made to aid in the support of a specified function (for example, education), but it is sometimes also for general purposes.

- I Infrastructure. The physical assets of a government (e.g., streets, water, sewer, public buildings and parks).

Inter-fund Transfer. Equity transferred from one fund to another.

Intergovernmental Revenue. Funds received from federal, state, and other local governmental sources in the form of grants and shared revenues.

- L Liabilities. Debts or other legal obligation arising out of transactions in the past, which must be liquidated, renewed, or refunded at some future date. This term does not include encumbrances.

Line Item. A specific item defined by detail in a separate account in the financial records. Revenue and expenditure justifications are reviewed, anticipated and appropriated at this level.

LTG. Long Term Goals.

- M Mil of Tax. A rate of tax equal to \$1 for each \$1,000 of assessed property value. So if your house has a taxable value of \$50,000 and the millage rate is 1, then you would pay \$50 in taxes, and if the millage rate is 10, then you would pay \$500 in taxes.

Millage Rate. One mil equals \$1 of tax for each \$1,000 of property value. The millage rate is the total number of mils of tax assessed against this value.

Modified Accrual Accounting. A basis of accounting in which revenues are recorded when collectable within the current period or soon enough thereafter to be used to



pay liabilities of the current period, and expenditures are recognized when the related liability is incurred.

**N** Non-Departmental Appropriations (Expenditures). The costs of government services or operations which are not directly attributable to City Departments.

**O** Objective. A specific measurable and observable activity, which advances the organization toward its goal.

Objects of Expenditure. Expenditure classifications based upon the types or categories of goods and services purchased.

Obligations. Amounts which a government may be legally required to meet out of its resources. They include not only actual liabilities, but also encumbrances not yet paid.

Operating Budget. The City's financial plan which outlines proposed expenditures for the coming fiscal year and estimates the revenues which will be used to finance them.

Operating Revenue. Funds that the government receives as income to pay for ongoing operations. It includes such items as taxes, fees from specific services, interest earning, and grant revenues. Operating revenues are used to pay for day to day services.

Ordinance. A formal legislative enactment by the City Commission of South Miami. A law.

OSHA. Occupation Safety and Health Administration.

**P** Personal Services. Expenditures for salaries, wages, and related employee benefits.

Policy. A plan, course of action or guiding principle, designed to set parameters for decisions and actions.

Productivity. A measure of the service output of City programs compared to the per unit of resource input invested.

Programs and Objectives. The descriptions of the structure, purposes, activities, tasks and volumes or frequencies of each organizational unit shown in the budget. The period spans the fiscal year.

Property Tax Rate. A tax based on the value of the property. It is also called an Ad



Valorem tax. The tax is determined by multiplying the taxable value of the property by the millage rate. So if your house has a taxable value of \$300,000 and the millage rate is 1, then you would pay \$300 in taxes, and if the millage rate is 10, then you would pay \$3,000 in taxes.

- R** Reserve. An account used either to set aside budgeted revenues that are not required for expenditure in the current budget year or to earmark revenues for a specific future purpose.

Revenue. Money that the City of South Miami receives from a variety of sources such as property taxes, permits and fees, utility and sales taxes, charges for services, grants, franchise fees and license fees that it uses to pay for service delivery and other items.

Risk Management. The identification and control of risk and liabilities incurred by a local government to conserve resources from accidental loss.

Rollback Millage Rate. The millage necessary to raise the same amount of Ad Valorem tax revenue as the previous year, excluding taxes from new construction. It represents the millage rate level for no tax increase.

- S** Special Assessment. A compulsory levy made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties. All tax-exempt property in the affected area will also have to pay the special assessment.

STG. Short Term Goals.

Surplus. The use of the term “surplus” in governmental accounting is generally discouraged because it creates a potential for misleading inference. Undesignated fund balance is used instead. The concept of “net worth” in commercial accounting is comparable to “fund balance” in government accounting. That portion of the fund balance, which is not reserved for specific purposes or obligations is called the undesignated fund balance: it is the true “surplus”.

SW. Stormwater.

- T** Tax Base. Total assessed valuation of real property within the City.

Tax Levy. The total amount to be raised by general property taxes for purposes specified in the Tax Levy Ordinance.



**Tax Rate.** The amount of tax levied for each \$1,000 of assessed valuation.

**Taxing Limit.** The maximum rate at which the City may levy a tax, which for Florida municipalities is 10 mils, or \$10 per thousand dollars of assessed value.

**TF.** Transportation Fund.

**TRIM.** Truth in millage (section 200.065, Florida Statute).

**U** Undesignated Fund Balance. That portion of the fund balance available for use in subsequent budgets. The term is preferable over the commonly used and ill-defined “surplus.”

**User Fee.** Charges for specific services provided only to those paying such charges. Examples would be stormwater utility and refuse collection, disposal and recycling.

**Utility Taxes.** Municipal charges levied by the City on every purchase of a public service within its corporate limits. Public service includes electricity, gas, fuel oil, water, and telephone service.

**W** Workload Indicators. An indication of the output of a department. It may consist of transactions, products, events, services or persons served.

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