



FISCAL YEAR 24/25

# CAPITAL AND OPERATING BUDGET

Ordinance No. 21-24-2506





**COMMISSION – MANAGER FORM OF GOVERNMENT**

**LIST OF PRINCIPAL OFFICIALS**

**ELECTED OFFICIALS**



Mayor  
Javier Fernandez



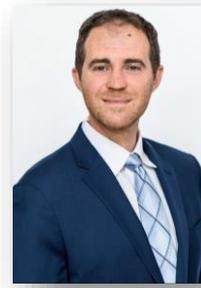
Vice Mayor  
Lisa Bonich



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, 2023**

*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, 2023**. 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**

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

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## **MANAGEMENT TEAM**

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Quentin Pough, CPRP (2015)

DIRECTOR OF PUBLIC WORKS & ENGINEERING  
VACANT

POLICE CHIEF  
Reo B. Hatfield III (2023)



## **GUIDE FOR READERS**

The Fiscal Year 2025 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, 2024 through September 30, 2025. 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 2025 through 2029 Capital Improvement Plan along with the funding sources is found in this section.

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

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



## **CITY MANAGER'S BUDGET MESSAGE**

July 18<sup>th</sup>, 2024

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 2025**



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 2025 Operating and Capital Budget for the fiscal year beginning October 1, 2024, and ending September 30, 2025. The Proposed FY 2025 Budget was prepared with a millage rate of 3.9500. The purpose of this letter is to provide the Commission with an overview of the budget for Fiscal Year 2025.

### **BUDGET PREPARATION**

The proposed budget provides a continuation of the core FY 2024 budget as the base for the budget for FY 2025 and the following budget indicates existing and new funding levels and priorities.

The FY 2025 Budget as presented here is based on the TRIM advertised millage rate of 3.9500.

The Certification of Taxable Value for FY 2025 was released by the County on July 1<sup>st</sup> and was approximately 8.6% higher than the prior year.

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

The City reduced the property tax rate for fiscal year 2024. The City Commission voted to decrease the property tax millage rate by 1.25% from the previous 2023 fiscal year. Additionally, we received an unmodified opinion, for FY 2023, which is provided 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 \$1.75 million for a portion of Sub-Area K, septic to sewer project through



the 2024 Federal Appropriation process. The City is moving forward aggressively to begin construction of the new sewer line. This new sewer will allow the proposed Dante Fascell Park Building to connect to the sewer system and abandon the septic system which exists in an extremely low-lying area.

The City has undertaken extensive enhancements to the Municipal Parking Garage, emphasizing both functionality and user experience. Structural repairs have been meticulously executed to address any structural deficiencies, ensuring the facility's safety and durability. Furthermore, the introduction of Tesla charging stations and other electric vehicle chargers underscore our commitment to sustainable transportation, accommodating the burgeoning community of electric vehicle users.

To augment safety and convenience, upgraded lighting, advanced security systems, and improved signage have been integrated, fostering a welcoming and secure environment for all patrons. The City is conducting a comprehensive parking study to evaluate current usage trends and solicit feedback from stakeholders, developers, and local businesses. This initiative aims to pinpoint existing needs, propose future enhancements, and optimize overall parking efficiency to meet the expectations of all stakeholders involved.

The Information Technology Division (ITD) has significantly advanced City operations in FY 2024. They've streamlined the City's SharePoint to reduce server-stored data, enabling seamless remote access to all City files. ITD also facilitated connectivity for six Tesla charging stations at the South Miami Parking Garage by installing a new internet connection, integrating them with Tesla's management and payment system. Additionally, ITD supported the Police in implementing the Police to Citizens platform, launched the Litmos cybersecurity training platform, and collaborated with Development Services and Miami-Dade County GIS to update TRAKIT with the County's open GIS system, automating property address updates. They further enhanced the City's Wi-Fi network for cloud-controlled access points and upgraded security cameras at Marshall Williamson Park, marking significant strides in efficiency and security across city infrastructure.

The City has recently completed the installation of speed humps at two key locations following recommendations from a comprehensive citywide traffic study. Specifically, speed humps have been installed on SW 59<sup>th</sup> Avenue between SW 76<sup>th</sup> Street and SW 77<sup>th</sup> Terrace, as well as on SW 59<sup>th</sup> Avenue between SW 74<sup>th</sup> Terrace and SW 76<sup>th</sup> Street. These measures are part of a proactive approach to address traffic management and safety concerns identified in the study. By strategically placing these speed humps, the City aims to reduce speeding and enhance overall safety for residents and motorists in these areas. This initiative underscores the City's commitment to improving traffic flow and ensuring safer neighborhood environments across our community.

The City has initiated a comprehensive citywide landscaping study aimed at enhancing the aesthetic appeal and environmental sustainability of our urban landscape. This study encompasses thorough assessments of current green spaces, public parks, streetscapes, and community gardens



throughout the city. The objective is to identify opportunities for improvement, including the selection of native plants, sustainable irrigation methods, and eco-friendly landscaping practices that conserve water and support local biodiversity. Engaging stakeholders and community input is integral to this process, ensuring that the study aligns with the desires and needs of residents while promoting a greener, more vibrant cityscape. By prioritizing thoughtful landscaping strategies, the City aims to create welcoming, attractive spaces that foster community pride and environmental stewardship for generations to come.

The City of South Miami has partnered with Plusurbia Design to conduct a transformative placemaking study focused on revitalizing the Town Center. This collaborative effort aims to reimagine the area into a dynamic hub that enhances community identity and fosters engagement. The study encompasses detailed assessments of urban design, public spaces, pedestrian accessibility, and cultural amenities, guided by input from residents, businesses, and urban planners. By leveraging Plusurbia's expertise, the City seeks to identify strategic opportunities for enhancing streetscapes, supporting local businesses, and creating inviting gathering places. Ultimately, this initiative aims to cultivate a distinctive and vibrant Town Center that reflects South Miami's unique character, promotes social interaction, and bolsters economic vitality, enriching the overall quality of life for residents and visitors alike.

The City of South Miami has recently completed a comprehensive citywide wage study conducted by Evergreen Solutions. This extensive analysis focused on evaluating and recommending adjustments to the City's compensation structures across various municipal positions. Leveraging their expertise in compensation consulting, Evergreen Solutions benchmarked South Miami's wages against regional and industry standards, ensuring alignment with competitive practices to attract and retain talented personnel. The study also incorporated feedback from employees and stakeholders to inform equitable and transparent compensation policies. With the completion of this study, the City aims to foster employee satisfaction, enhance organizational efficiency, and maintain a high standard of service delivery to the community.

The City of South Miami recently passed a significant referendum allowing for the extension of lease terms from 50 years to 100 years for city owned property involving the redevelopment of City Hall. This decision marks a pivotal step in municipal planning and economic development, providing greater flexibility and long-term sustainability in managing city assets. The extended lease terms are expected to attract investment and promote development opportunities that align with the city's strategic growth objectives. This referendum reflects the community's commitment to prudent governance and proactive measures to support South Miami's future prosperity and vitality.

The City Commission of South Miami is currently engaged in a thorough review of options for issuing bonds aimed at completing essential capital improvement projects. This deliberative process underscores the Commission's commitment to enhancing infrastructure and addressing critical community needs. By exploring bond issuance, the City aims to secure necessary funding to



advance key projects that promote safety, sustainability, and quality of life for residents. This strategic approach reflects the Commission's proactive stance in managing municipal resources and ensuring responsible investment in South Miami's future development and resilience.

The City of South Miami has initiated a solicitation for the redevelopment of the City Hall property, marking a significant opportunity to enhance civic infrastructure and community services. This initiative seeks proposals from qualified developers to revitalize the City Hall site, potentially integrating mixed-use facilities, public amenities, and sustainable design principles. The solicitation underscores the City's commitment to innovative urban planning and community-oriented development, aiming to create a dynamic hub that meets the evolving needs of residents and enhances South Miami's overall appeal. Through this process, the City aims to forge strategic partnerships and realize a visionary vision for the City Hall property that aligns with long-term growth and sustainability goals.

The City of South Miami is currently engaged in collaborative efforts with an unincorporated area of Miami-Dade County on annexation discussions. This process involves exploring the potential incorporation of the unincorporated area into the City of South Miami, aiming to expand municipal boundaries and integrate additional communities into local governance. Annexation offers opportunities to enhance service delivery, infrastructure development, and community representation within the broader South Miami jurisdiction. The City is committed to conducting thorough assessments and engaging stakeholders to ensure that annexation efforts align with the interests and aspirations of all involved parties, fostering mutual benefit and sustainable growth.

The City of South Miami is currently in the solicitation phase for an on-demand transportation service, with a focus on improving mobility and reducing wait times to under 15 minutes. This initiative seeks to procure a responsive and efficient transportation solution that enhances accessibility for residents and visitors alike. This initiative is part of a broader strategy to enhance economic vitality in the City's Town Center. By engaging with service providers, the City aims to establish a robust on-demand transportation network that not only complements existing public transit systems but also ensures quicker and more reliable travel options within South Miami. This proactive approach underscores the City's commitment to modernizing urban transportation infrastructure and improving overall mobility experiences for its community members.

The City is currently in the process of designing two culvert replacements and one bridge repair. These infrastructure projects are critical for maintaining the City's transportation network and ensuring the safety and efficiency of local roadways. By upgrading these culverts and repairing the bridge, the City aims to enhance infrastructure resilience, improve drainage systems, and ensure reliable passage for residents and commuters.

The City of South Miami has recently appointed a new Chief of Police, marking a pivotal moment in its law enforcement leadership. The new Chief brings extensive experience and a commitment to community-oriented policing, aiming to enhance public safety and strengthen relationships



between law enforcement and residents. This appointment underscores the City's dedication to effective governance and ensuring the highest standards of professionalism and accountability within its police department. With this new leadership, South Miami looks forward to continued progress in maintaining a safe and secure environment for all members of the community.

The City Police Department has launched a housing initiative in partnership with New Hope, aimed at assisting the unhoused population within the community. This compassionate effort seeks to address homelessness through proactive outreach, support services, and partnerships with social service agencies. By collaborating with local organizations and leveraging community resources, the initiative aims to provide temporary shelter, access to essential amenities, and pathways to permanent housing solutions for individuals in need. This holistic approach not only aims to improve public safety and community well-being but also underscores the City's commitment to addressing homelessness with compassion and effectiveness. Through this initiative, the City Police Department seeks to make a meaningful impact in the lives of vulnerable residents while fostering a safer and more inclusive community for all.

The City's police department has reinstated its K9 unit, focusing on enhancing law enforcement capabilities, including bomb detection. This decision underscores the City's commitment to improving public safety through specialized canine support in various critical areas, such as tracking suspects, detecting drugs, and ensuring swift responses to potential threats, including explosive devices. The reintroduction of the K9 unit reflects the department's proactive approach to maintaining security and readiness in addressing diverse law enforcement challenges within the community.

In summary, the City of South Miami has made substantial strides across multiple fronts to enhance community life and infrastructure. These efforts include reducing the property tax rate for fiscal year 2024 and securing federal appropriations for critical infrastructure projects. We have also upgraded the Municipal Parking Garage, implemented advanced IT solutions, and conducted comprehensive studies on traffic, landscaping, and placemaking. Additionally, the City has reinstated the K9 unit and initiated proactive measures in law enforcement, including bomb detection capabilities. These initiatives underscore our commitment to improving public safety, fostering sustainable development, and ensuring a high quality of life for all residents of South Miami.

## **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 reduced 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 October 2018 Strategic Planning Session.

The City Commission has identified 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:** Fiscal Responsibility – Provide exceptional value for community-provided resources and strive for long-term financial balance in the City’s operational and capital activities.

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

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

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

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

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

On May 18, 2023, the Commission convened for a productive strategic goal-setting session facilitated by the Baldrige Group. Currently, a comprehensive plan is underway to outline specific measures and targets for each goal, alongside strategies for gradually implementing the Community of Excellence criteria and identifying essential community partners. The City anticipates finalizing these new strategic goals in the next fiscal year.

## **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 39.5% 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 stalled, 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 2025 certified property tax roll for the City of South Miami reflects an approximate 8.6% 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 booming real estate prices. Save Our Homes (SOH) limits annual increases in the assessed value of a home to 3% or the Consumer Price Index, whichever is lower. This limitation is known as the Save our Homes cap. As a result, long-time homesteaded property owners benefited from years of increasing home values by paying less property tax than a similar non-homesteaded property owner due to the SOH limits on increases in assessed values. Thus, many homesteaded property owners have had the benefit of artificially low tax levies.

### **DOUBLE HOMESTEAD EXEMPTION**

On January 29, 2008, electors in Florida voted for a new property tax reform amendment. Previously, homeowners could receive a \$25,000 exemption on their primary 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.

### **PROPOSED ANNUAL INFLATION ADJUSTMENT FOR HOMESTEAD PROPERTY TAX EXEMPTION VALUE AMENDMENT (2024)**

On November 5, 2024, Florida voters will be considering Amendment 5, which proposes to adjust the \$50,000 homestead exemption in line with inflation, specifically tying it to the Consumer Price Index (CPI). For instance, if the CPI rises by 4%, homeowners will receive a corresponding increase in their homestead exemption, potentially lowering their tax obligations. This adjustment could lead to reduced revenues for municipalities, which rely on property taxes to fund essential services such as police, waste management, and parks. This amendment could possibly raise concerns



about the ability to maintain current service levels.

### **MILLAGE CAP ESTABLISHED**

The millage rate (South Miami's share) is typically approximately 22 percent of the total yearly tax bill. In other words, of every dollar spent on taxes in South Miami, 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 16<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**

Starting this upcoming school year, the City of South Miami is launching new speed enforcement cameras in school zones to enhance public safety. These cameras will monitor and enforce speed limits in critical areas, penalizing drivers who exceed them. Revenue generated from fines imposed on violators will be allocated directly to support public safety initiatives, such as enhancing traffic management systems around schools and providing additional resources for law enforcement and emergency services. This proactive measure is designed to curb speeding and foster a safer environment for students, pedestrians, and the entire community.

### **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 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 \$6,942,624 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 2025 is:

(Annual Average CPI 2022) = 7.7%.

In FY 2025 (October 1, 2024 – September 30, 2025), employees, including Police Officers and Sergeants, are eligible 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 2023 is much greater.

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

As we look ahead, several key financial challenges and considerations are on the horizon for the City of South Miami. These include:



1. **Revenue Impact from Tax Adjustments:** The potential approval of Amendment 5, tying the homestead exemption to inflation, could impact municipal revenues, particularly affecting counties reliant on property taxes for essential services like police, waste management, and parks.
2. **Implementation of Speed Enforcement Cameras:** The introduction of new speed enforcement cameras in school zones will generate revenue from fines on speeding violations. This revenue will be crucial for funding public safety initiatives, including traffic management improvements and additional resources for law enforcement and emergency services.
3. **Budgetary Priorities and Planning:** The City faces ongoing challenges in prioritizing budget allocations amidst competing demands. Balancing investments in infrastructure, public services, and community development while maintaining fiscal responsibility will be paramount.
4. **Long-Term Financial Sustainability:** Ensuring sustainable fiscal practices to support future growth and development initiatives remains a top priority. This includes prudent management of city finances, exploring alternative revenue sources, and leveraging strategic partnerships to optimize financial resources.
5. **Economic Development Strategies:** Enhancing economic vitality through strategic initiatives such as placemaking studies, infrastructure improvements, and partnerships with developers will play a crucial role in fostering long-term economic resilience and prosperity.

Navigating these financial issues requires careful planning, community engagement, and proactive decision-making to safeguard the City's fiscal health and enhance quality of life for its residents.

## CONCLUSION

The City has balance service needs with the desire to reduce the tax rate for property owners, and has maintained reserves for critical financial responsibilities and capital improvements. These uncertain times call for steady and careful leadership. We commend the Mayor and City Commission for demonstrating these qualities, which are evident in the proposed budget. We appreciate your ongoing contributions to the budget development process. Your confidence in our team enables us to deliver the outcomes our community deserves and expects. Through collaborative efforts, we have crafted a budget that aligns with the priorities set forth for our community once again.

## CLOSING

I extend my gratitude to the Mayor and Commissioners for guiding the vision of the City of South Miami's future. I also commend the entire staff for their professionalism and dedication.



Additionally, I appreciate the invaluable contributions of the Budget and Finance Committee members for their volunteer efforts in evaluating the FY 2025 proposed budget, which have greatly influenced its development. Our ongoing pursuit of organizational and service excellence remains steadfast.

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 2024 CITYWIDE ACCOMPLISHMENTS

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

### **POLICE DEPARTMENT ACCOMPLISHMENTS**

In our ongoing commitment to quality policing and ensuring a safe environment for all residents and visitors of our city, the South Miami Police Department has made significant strides in enhancing key areas. These efforts focus on community outreach programs, officer wellness, recruitment, and retention, all of which play vital roles in strengthening community relations and reducing crime.



As part of our commitment to effectively serve residents with disabilities, the South Miami Police Department has introduced two essential programs: the Persons with Disabilities Registry and Project Life Saver. These initiatives are crucial for building strong relationships between our officers and community members with disabilities. Additionally, we have partnered with New Hope C.O.R.P.S. to strengthen the efforts of our Homeless Outreach Unit. This collaboration aims to enhance our ability to identify and assist the unhoused population in our community, facilitating their transition into stable housing. By working closely with New Hope, we aim to provide comprehensive support and resources to improve the lives of those in need, fostering a more compassionate and inclusive community.

Our commitment to the well-being of our officers remains a top priority, ensuring they are not only highly trained but also mentally resilient. To this end, all our officers are undergoing Struggle Well training provided by the Boulder Crest Foundation. This training equips them with essential skills to manage stress and challenges effectively. Additionally, we have introduced monthly Struggle Well Micro Trainings. These sessions serve as constructive reflections, allowing our officers to acknowledge and appreciate positive experiences while identifying opportunities for personal growth and improvement. By fostering a supportive environment and equipping our officers with these tools, we aim to enhance their overall well-being, ultimately benefiting their service to the community.

Like many police departments nationwide, we face challenges in recruiting and retaining qualified personnel. To bolster our recruitment efforts, we have aggressively utilized social media with hiring ads and recruitment videos showcasing our officers and agency. In addition, we have begun sponsoring recruits in the police academy. This enables us to hire applicants who are interested in becoming officers with our agency, including civilian employees within the department.

Recently, we reintroduced our K-9 Unit with K-9 Ace partnering alongside his new handler, Cpl.



Morejon. Additionally, we are in the process of reinstating our SWAT team and Motorcycle units, which were disbanded in 2022. These programs are highly sought after by officers and offer lateral movement opportunities within our organization. The department is committed to providing top-tier equipment and comprehensive training to our officers, enabling them to develop the knowledge and skills necessary to carry out their duties effectively.

The South Miami Police Department is proud to announce that through the dedicated efforts of our officers, we have sustained a decrease in crime in our city. In 2023, we achieved a remarkable 21% reduction in overall crime. With the implementation of new objectives, training, and enhanced equipment, we are committed to further reducing crime and ensuring a safer environment for the residents of the City of Pleasant Living.

### **FINANCE DEPARTMENT ACCOMPLISHMENTS**

The Finance department maintains its commitment to transparency and accountability by consistently producing and posting the City’s monthly finance report online before every second regular Commission meeting of the month. These reports play a crucial role in monitoring and analyzing the City’s financial position on an ongoing basis. Furthermore, the Finance staff collaborates with the City Manager to prepare a balanced FY 2024 Annual Operating and Capital Budget, a significant undertaking that has earned the department prestigious awards from the Government Finance Officers Association (GFOA) for the past 13 years.



In addition to budget preparation, the department continues to produce the Annual Comprehensive Financial Report, which receives no findings from auditors and has consistently received recognition from the GFOA for the past 13 years. The Popular Annual Financial Report (PAFR) is also created and made available online to make the City’s financial information accessible to non-financial readers, contributing to transparency and public understanding. These efforts underscore the Finance department’s dedication to financial stewardship, transparency, and excellence in reporting, reinforcing its role in maintaining the City’s fiscal health and accountability.

Meanwhile, several upgrades have been implemented at the City’s Municipal Parking Garage, focusing on improving functionality and user experience. Structural repairs have addressed existing cracks, ensuring the facility’s safety and longevity. Responding to the rising popularity of electric vehicles, Tesla charging stations and other electric vehicle chargers have been installed, promoting sustainable transportation options. Enhanced lighting, improved security systems, and clearer signage have also been added to create a more inviting and secure environment for all users.

The City is also conducting a detailed parking study to assess usage patterns and gather community feedback, engaging stakeholders, developers, and local businesses. This initiative aims to evaluate current needs, propose future improvements, and identify areas for enhancement to ensure



overall parking efficiency meets the needs and expectations of all involved parties.

### **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. This effort helps the City's staff access all the City's files from anywhere. ITD recently installed an internet connection at the South Miami Parking Garage, enabling the six Tesla electric charging stations to connect to the Tesla management and payment system. Other ITD accomplishments for FY 2024 include assisting the Police in implementing the Police to Citizens platform, launching the City's Litmos cybersecurity training platform, and collaborating with Development Services and the Miami-Dade County GIS team to update TRAKIT with the County's open GIS system. This ensures that property addresses within the TRAKIT system are updated automatically and regularly. Additionally, ITD upgraded the City's Wi-Fi network to allow access points to be controlled via the cloud and assisted in installing a new security camera system, replacing the old, antiquated cameras at Marshall Williamson Park.

### **PROCUREMENT DIVISION ACCOMPLISHMENTS**

The Procurement Division successfully issued and completed 15 formal competitive bids for goods and services, Requests for Proposals (RFPs), and quotes without incurring a single bid protest. In addition, Procurement issued 275 purchase orders in support of required goods and/or services for City operations.

Working with the Police Department to meet their fleet needs, seven police pursuit vehicles were located that were immediately available through a dealer after being canceled by another municipality. The vehicles were pre-ordered with various equipment such as lights and cages, and were delivered to the City and are now in service.

As a result of inconsistent vehicle manufacturer production schedules, a Letter of Intent (LOI) process was negotiated with an authorized dealer through a purchasing cooperative program to secure vehicles and order slots as they became available. The LOI reserved the vehicle with no commitment and was contingent upon the execution of a purchase order and approval by the City Commission, City Manager, and City Attorney.

Procurement continues to utilize an internal tracking system to monitor and record solicitations as they are created, advertised, and any bids rejected or re-solicited, if applicable.

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

The Planning and Zoning Division of the city provided crucial expertise in planning, zoning, land use management, and economic development. They diligently interpreted and enforced the city's complex land use and zoning regulations, which included plats, the Land Development Code, Comprehensive Plan, and Future Land Use Map. Their responsibilities encompassed processing a



wide range of land use applications, from property subdivisions to zoning amendments and special permits like variances and site plans. Additionally, the Division conducted thorough zoning inspections and managed permits for activities such as tree removal, outdoor dining, signage, banners, and certificates of use. They remained proactive in staying updated with emerging trends in planning and zoning, offering strategic recommendations to city management to enhance land development regulations. This included drafting necessary changes to the Land Development Code to better align with the city's strategic objectives.

Furthermore, the Division monitored state legislative actions affecting zoning laws, ensuring timely preparation of amendments to maintain compliance and effectiveness. They prioritized the education of new Board members, equipping them with essential knowledge to effectively carry out their roles. The Division also played a pivotal role in revising annexation applications to reflect boundary adjustments and collaborated closely with external consultants on significant studies and proposals. This included initiatives such as the Hometown District Overlay and commercial zoning districts, aimed at aligning zoning policies with community vision and economic goals. Their comprehensive efforts aimed to foster orderly growth and development while ensuring regulatory adherence and promoting community-centric planning initiatives.

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

The Human Resources & Risk Management Division remains dedicated to enhancing employee health and wellness through various initiatives. These include Nutritional Talks accompanied by Chef Demonstrations, participation in events like the annual Kick Cystic Fibrosis Celebrity Kickball Tournament and the Miami Lexus Corporate Run. Prioritizing employee wellbeing contributes to healthier, happier employees, reduced insurance costs, and improved city-wide employee retention.

Furthermore, the Division utilizes the City's employment portal and recruiting sites for government positions, streamlining the posting and filling of open positions, including volunteer roles for summer programs. The Division also ensures the City's full participation in and compliance with the Florida Drug Free Workplace Program, promoting a safe work environment and aiding in insurance cost reduction. Additionally, it successfully negotiated comprehensive insurance coverages for both City and employee benefits, encompassing health, vision, dental, life, and long-term disability, as well as general liability insurance lines.

To facilitate effective communication and boost morale, the Division creates and distributes a monthly employee newsletter. Moreover, it continuously reviews and updates the Employee Policy and Procedures Manual in accordance with state and federal mandates. These efforts collectively contribute to fostering a productive and supportive work environment within the City.



## **COMMUNICATIONS & MARKETING DIVISION ACCOMPLISHMENTS**

The Communications and Marketing Division achieved remarkable milestones, fundamentally reshaping the City's outreach and engagement strategies. Central to this success was the establishment of a robust internal structure and request management system, laying the foundation for efficient operations and streamlined communication processes. This structural enhancement facilitated the implementation of a comprehensive Communications and Marketing Master Plan, meticulously crafted to align with the City's objectives and effectively communicate with its diverse community.

A key compliance initiative undertaken by the division was the establishment of an archiving tool for social media, ensuring adherence to public records laws while maintaining transparency and accountability in digital communications. Furthermore, the introduction and enforcement of an e-mail Signature Policy for City and Police Department emails added a layer of professionalism and consistency to official correspondence. These foundational efforts were complimented by innovative outreach initiatives, such as the distribution of a citywide mailer titled "How to Connect with the City," reaching every resident within the City limits and fostering greater civic engagement.

Moreover, the division spearheaded impactful campaigns like "Shop SoMi," spotlighting local businesses to drive economic activity and community support. Leveraging multimedia platforms, including the SoMi TV Channel, promotional videos, and additional City-centric content were integrated to enrich resident engagement and showcase the city's vibrant culture. The successful restructuring and redesign of the Municipal website, alongside the creation of the Shop SoMi business portal and Community Portal, epitomized the division's commitment to modernization and accessibility. Through comprehensive reports, including the publication of the 2023 and 2024 Annual Reports and the development of the City Manager Report with monthly infographics, the Communications and Marketing Division demonstrated a dedication to transparency, accountability, and effective communication in serving the residents of South Miami.

## **COMMUNITY AFFAIRS DIVISION ACCOMPLISHMENTS**

In Fiscal Year 2024, the Community Affairs Division achieved significant milestones contributing to the enhancement of community engagement and support for local businesses. Through diligent efforts, the SoMi Connect App underwent notable improvements, ensuring seamless connectivity and accessibility for residents. The division successfully launched the SoMi Biz newsletter, a valuable resource delivering pertinent city information and opportunities directly to local businesses. Weekly walkthroughs in the City's Town Center fostered meaningful relationships with businesses, enabling the collection of valuable feedback to drive continuous improvement initiatives. Additionally, the establishment of a comprehensive Business e-mail list facilitated streamlined communication channels for enhanced outreach and engagement. By administering post-event surveys to neighboring businesses, valuable insights were garnered, enabling targeted enhancements for future events. Collaborative efforts with the Communications and Marketing



and Events departments culminated in the successful execution of SoMi Second Saturdays, fostering community cohesion and vitality. Moreover, recognizing the importance of professional branding, each full-time City employee received a professional headshot. The division's adept graphic design skills were instrumental in creating captivating marketing materials, including graphics and flyers, to promote City events and updates effectively. Furthermore, the ongoing initiative to update the library of City photos ensures a visually compelling representation of the community across various platforms. Through these accomplishments, the Community Affairs Division continues to exemplify dedication and innovation in fostering a vibrant and connected community.

## **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**

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

The City has received multiple requests for traffic control devices and is currently gathering traffic data to determine if a traffic analysis and engineering design are warranted.

**Table – Traffic Calming Study Locations**

No.	Address Referenced by Citizen	Proposed Study Roadway Limits
1	5856 Twin Lake Drive	Twin Lakes Dr between SW 56 St/Miller Rd and SW 65 Ave
2	6945 SW 65 Av for SW 65 Ave between 72st-68st	SW 65 Ave between SW 68 St and SW 72 St/Sunset Dr
3	5758 SW 42 Tr along SW 42 TR	SW 42 Ter between SW 57 Ave and SW 60 Ct
4	6003 SW 59th St for SW 60th Ave (between SW 56th St and SW 60th St)	SW 60 Ave between SW 56 St/Miller Dr and SW 60 St
5	6220 SW 57th Drive	SW 57 Dr between SW 62 Ave and SW 58 St
6	SW 84 ST BT 57 AVE and 62 AVE	SW 84 St between SW 57 Ave/Red Rd and 62 Ave
7	6451 SW 42nd Street	SW 42 St between SW 64 Ave and SW 65 Ave

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 City completed the installation of speed humps at two (2) locations as recommended by the citywide traffic study:

- SW 59<sup>th</sup> Ave between SW 76<sup>th</sup> St and SW 77<sup>th</sup> Terrace
- SW 59<sup>th</sup> Ave between SW 74<sup>th</sup> Ter and SW 76<sup>th</sup> Street

And two 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

The projects are anticipated to be implemented in last quarter of FY 2024.



## DRAINAGE IMPROVEMENTS

### Drainage Improvements at 6295 Sunset Drive

Completed the construction of drainage improvements at SW 63<sup>rd</sup> Avenue north of Sunset Drive. The drainage improvements consisted of installation of new curb and gutter system to convey the stormwater runoff and re-grade the swale, asphalt pavement overlay, pavement markings, RPM's and new performance sod.



### Drainage Improvements SW 76<sup>th</sup> Terrace from SW 67<sup>th</sup> Avenue to SW 69<sup>th</sup> Avenue

Construction drawings are being developed and Construction is anticipated to be start first quarter of FY 2025 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, milling and paving, pavement markings, signs, RPM's and new performance sod.

### Drainage Improvements SW 65<sup>th</sup> Avenue from SW 50<sup>th</sup> Street to SW 52<sup>nd</sup> Street

A flooding request was received from residents at SW 65<sup>th</sup> Avenue between SW 50<sup>th</sup> Street and SW 52<sup>nd</sup> Street and is currently under design. Once design is finalized the construction is anticipated to follow in the first quarter of FY 2025.



### Drainage Improvements SW 59<sup>th</sup> Place and SW 56<sup>th</sup> Terrace

A flooding request was received from residents at SW 59<sup>th</sup> Place and SW 56<sup>th</sup> Terrace and is currently under design. Once design is finalized the construction is anticipated to follow in the first quarter of FY 2025.





## 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 at the existing traffic circles located at SW 84<sup>th</sup> Street 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 occurred during FY 2024 at the following locations:

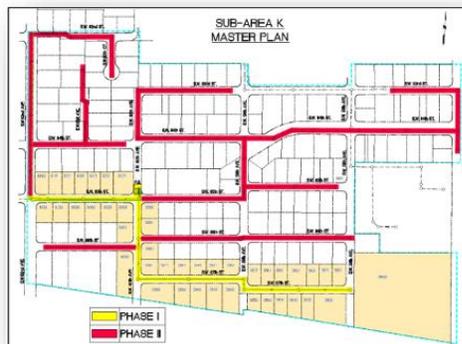
- Road Resurfacing - SW 44<sup>th</sup> Street from 61<sup>st</sup> Avenue to 62<sup>nd</sup> Avenue
- Road Resurfacing - SW 42<sup>nd</sup> Street from 62<sup>nd</sup> Court to 62<sup>nd</sup> Avenue
- Road Resurfacing – SW 54<sup>th</sup> Street from 64<sup>th</sup> Avenue to 65<sup>th</sup> Avenue
- Road Resurfacing - SW 68<sup>th</sup> Street from 62<sup>nd</sup> Court to 63<sup>rd</sup> Court
- Road Resurfacing - SW 85<sup>th</sup> Street from 59<sup>th</sup> Avenue to 60<sup>th</sup> Avenue
- Road Resurfacing - SW 58<sup>th</sup> Avenue from 84<sup>th</sup> Street to 85<sup>th</sup> Street
- Road Resurfacing - SW 69<sup>th</sup> Terrace from 67<sup>th</sup> Avenue to 68<sup>th</sup> Avenue
- Road Resurfacing - SW 64<sup>th</sup> Court from 74<sup>th</sup> Street to Street end
- Road Resurfacing - SW 62<sup>nd</sup> Place from 72<sup>nd</sup> Street to 74<sup>th</sup> Street



## MISCELLANEOUS PROJECTS

### Citywide Sewer Upgrades

Construction was awarded for the Phase I of the Sanitary Sewer in Sub-area K for the construction of a new pump station, force main, and gravity sewer mains and laterals along SW 85<sup>th</sup> Street, SW 60<sup>th</sup> Avenue, and SW 87<sup>th</sup> Street. The City will also be requesting an extension from 90 days to 5 years for the Residents to connect from the Environmental Quality Control Board (EQCB).



### Citywide Directional Street Signs Replacement

Continued to provide maintenance and replacement of any damaged City of South Miami new blue street name signs, post and City Logo.



### Brick Repairs Dorn Avenue and SW 73<sup>rd</sup> Street

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. Additionally street pavers were also adjusted to correct unevenness and depressions along SW 73<sup>rd</sup> Street travel lanes.



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

Construction was completed on the landscape for median along SW 84<sup>th</sup> Street between SW 58<sup>th</sup> Avenue and SW 59<sup>th</sup> Avenue. Existing invasive bottle brush trees were removed and replaced with Bridalveil and Poinciana trees to provide a consistent and symmetrical landscape theme in the median and to the neighborhood in the area.



**City of South Miami Municipal Parking Garage Critical Emergency Repairs**



Construction was completed on critical emergency repairs to flange connections and joint sealant with associated spalling between the double-tees at the ramp from Level 2 to Level 3. The traffic was diverted from the driving lanes on the ramp from Level 2 to Level 3 where deficiencies were observed cars were only permitted to travel up and down the ramps along the parking spaces/lanes.

**Manor Lane Culvert Replacement / SW 64<sup>th</sup> Court over Twin Lakes Drive**

The existing 13-foot diameter culvert located SW 64<sup>th</sup> Court over the twin lakes canal was found to have the Corrugated Metal Pipe (CMP) walls corroded throughout the entire length of the structure on both sides at the water line and the Manor Lane roadway was observed to have settlements and cracks throughout the area of the culvert. Corrosion of the CMP walls on the exterior and exposed sections of the culvert is extensive, to the point where the structure would be unstable under vehicle loading and is in need of replacement. Construction plans will be developed for culvert replacement, headwall and roadway section and construction is estimated for the last quarter of FY 2025.



### **Bridge Repairs at SW 63<sup>rd</sup> Court over Twin Lake Canal just North of SW 62<sup>nd</sup> Terrace**

The Department of Transportation conducted a field review on the structure which revealed that the current deterioration of the bridge north abutment changed the structure span making it a qualified bridge structure. The current condition of the bridge is considered critical as the bridge north support has been damaged by the ongoing erosion of the bridge north abutment. The bridge was restricted from truck use and the southbound lane was blocked over the bridge to restrict traffic to the northbound direction only while Construction drawings are developed, and repairs are made. Design is on-going and construction is estimated for the last quarter of FY 2025.



### **Culvert Replacement SW 58<sup>th</sup> Street between SW 63<sup>rd</sup> Court to SW 57<sup>th</sup> Drive**

The existing 4-foot diameter culvert located along SW 58<sup>th</sup> Street between SW 63<sup>rd</sup> Court and SW 57<sup>th</sup> Drive is structurally deficient and in need of replacement. Construction plans will be developed for culvert replacement, headwall and roadway section.



## 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 implemented various upgrades in Parks Facilities, such as renovating the Mobley building by installing tiles, painting, and conducting electrical repairs. Additionally, they installed two new air conditioning units at Palmer Park and Gibson-Bethel Community Center (gymnasium) as well as new lighting for signage at Dante Fascell Park and Fuchs Parks.



### City Hall and Police Department Improvements

Several improvements were recently completed across City Hall and the Police Department. These enhancements encompassed painting and the installation of tiles throughout City Hall, along with the installation of new tiles and chairs in the commission chambers. Additionally, efforts were made to upgrade the Sylva Martin building, which included installing a new A/C unit, along with painting, electrical work, and remodeling upgrades to the interior. Furthermore, new lighting was installed in the Police Station to enhance security and visibility. These upgrades aimed to modernize facilities and enhance operational efficiency for both law enforcement personnel and visitors alike, ensuring a more functional and inviting environment.



## MOTOR POOL DIVISION

The Motor Pool team has participated in multiple repair and maintenance training sessions for the City's fleet. Their ongoing assessment of the fleet inventory and implementation of preventive maintenance measures have optimized the vehicles' performance. Regular preventive maintenance is carried out on various City equipment and vehicles such as generators, heavy-duty trucks, and police vehicles. Additionally, acquiring new tools and equipment has empowered the staff to conduct necessary repairs efficiently and effectively on vehicles and heavy equipment internally.



## STREETS AND LANDSCAPING

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

- Maintained sidewalks throughout the city to remove trip hazards, and harmonized sidewalks with existing swale elevations.
- Repaired potholes to reduce hazards.
- Assisted with maintenance for the Parking Garage.
- Completed inspection of the City's Storm Water System as required by the NPDES Storm Water Permit.
- 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.



### **Town Center Beautification Project**

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

- Holiday banners and a sound system playing festive music were set up in the Town Center area.
- We are continuing our ongoing program to preserve our Town Center and other areas by pressure cleaning to eliminate graffiti and gum.
- Updated the street lighting on 73<sup>rd</sup> Street with modern LED fixtures.
- Assisted with the installation of the Town Center tree lighting and performed monthly inspections.
- New garbage bins have been placed in various locations within the Town Center.
- Installation of new landscaping throughout the Town Center.
- Assisted with installing the new fire pump controller at the Municipal Parking Garage.
- Applied mosquito dunks to drains in various locations across the city.
- Trimmed all trees in the Town Center for visibility of the lighting system.
- Assisted with maintenance at the Municipal Parking Garage, which included re-stripping of parking spaces as needed throughout, installing new parking bumpers, painting of different areas throughout the interior, and adding Wi-Fi connectivity.



### **Citywide Beautification Project**

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

- The process of removing and installing new landscaping at City Hall.
- Tree trimming throughout the city.
- Replacement planting was installed in necessary locations along US-1.
- Installed new sod and tree trimming on 53<sup>rd</sup> Terrace's median.
- Planting of trees requested by residents through our tree initiative programs.



### **Beautification of City Parks**

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

- Trimmed trees and removed debris.
- Helped with setting up new lighting at Dante Fascell.

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

#### **CAPITAL IMPROVEMENT PROJECTS**

#### **Brewer Park - Pickleball Courts**

The City's first dedicated pickleball court is now open at Brewer Park. Two (2) new portable pickleball courts are also available at Marshall Williamson Park. These new park improvements invite players of all ages to serve, smash, and rally in the City of South Miami.



### **Dante Fascell Park & Murray Park – Hard Court Resurfacing**

The basketball courts at Dante Fascell Park and Murray Park have been resurfaced and restriped. At Murray Park, the south court has been retrofitted to accommodate both basketball and outdoor volleyball.

### **Dante Fascell Park – South Clay Courts Resurfacing**

The resurfacing improvements on the south courts are complete. The work involved removing the old clay, leveling the surface, installing new clay material, rolling and compacting the surface, and adding new line tape, net posts, and nets.



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

Staff has successfully completed the planned replacement of key fitness equipment as part of a five-year plan outlined in the adopted capital and operating budget. New equipment entailed treadmill, leg extension/curl machine, and chest press machine. This initiative ensures that the facility maintains modern and efficient equipment, meets safety and compliance requirements, and enhances user satisfaction.



### **Gibson-Bethel Community Center - New Scoreboards**

Two (2) new indoor scoreboards were recently installed in the gymnasium at the Gibson-Bethel Community Center. These scoreboards can be adapted for basketball, volleyball, and wrestling activities. Features include high-intensity LED digits for a superior viewing experience from almost



any angle and distance. Game time display shows time, home and guest scores, period, time outs left, team fouls, player number – fouls, possession, single or double bonus, and includes a built-in horn.

### **Gibson Bethel Community Center – Mold Abatement**

In July, a mold abatement plan was implemented. The planned work included spraying Decon 30 Benefect, using air filtration units to capture airborne mold spores and improve air quality, deploying photocatalytic hydroxyl generators with maximizers, electrostatic disinfecting throughout the premises, and sanitizing all rooms on the first and second floors. An assessment has also been conducted to help identify the underlying causes of the elevated humidity conditions and provide recommendations to resolve them, thereby preventing further mold growth.

### **Gibson-Bethel Community Center – Refinish Gym Floor**

The project to refinish the indoor hardwood basketball court at the Gibson-Bethel Community Center has been successfully completed. The refinishing and game line painting services have significantly enhanced the court, improved users' experience and safety while also reducing the required maintenance to just a few times a week.

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

We have successfully completed the replacement of the current heaters at the facility, necessitated by their age (9 years), general wear and tear, frequent use, and exposure to varying weather conditions over time. The newly installed Lochinvar heaters ensure a consistent and comfortable water temperature, crucial for the health and safety of swimmers of all ages. Maintaining warm water facilitates muscle relaxation, soothes joint pain, and enhances mobility, significantly enhancing the pool's value for fitness and aquatic programming purposes.

### **Murray Park – Perimeter Field Fence Replacement**

The Murray Park Perimeter Field Fence Replacement project is now complete. The upgraded commercial fence system surrounding the athletic field features increased height from three feet



to four feet, multiple service gates, and strategically placed fixed openings. These improvements are designed to deter pedestrians from sitting on or attempting to jump over the fence.

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

Conversion from metal halide lamps to new LED technology has been completed. The new LED lighting system is more energy-efficient, provides better illumination, and further standardizes our lighting control and monitoring system throughout the city’s park system.



**Murray Park - New Sensory Play Equipment**

New inclusive and sensory play equipment, including the Chill Spinner, We-Saw, and Xylofun panel, has been installed within the existing playground area. These additions are designed to provide meaningful and engaging play experiences for all children, regardless of their physical or cognitive abilities.



**South Miami Park – Field Light Improvements**

Construction is complete. The project involved installing twelve 70-foot light poles with LED fixtures around the perimeter of the multipurpose athletic field.



### **South Miami Park - New Picnic Shelters**

The project has been successfully completed, featuring two 24'x34' picnic shelters equipped with site furnishings, including BBQ grills, picnic tables, and trash receptacles. Additionally, improvements include an enhanced drainage basin, landscape enhancements, electrical work, and a new bollard lighting system along the existing sidewalk between the children's play area and the new picnic shelters. These upgrades significantly enhance the park's functionality and aesthetic appeal.



### **South Miami Park - New Clusia Plant Install**

The subject project has been successfully completed, including the removal of vines, overgrown vegetation, ground cover, small trees (such as the Hong Kong Orchid Trees on the northwest corner), and debris along the perimeter fence line to achieve a 4-foot clearance. Additionally, Clusia plants have been precisely placed and planted in the designated areas along the perimeter, followed by a thorough mulching to enhance the landscape.

### **Marshall Williamson – Hard Court Resurfacing**

The tennis courts at Marshall Williamson Park have been resurfaced and restriped. The east court has been retrofitted to accommodate both tennis and pickleball play.

### **Mobley Building - Improvements for Bay 1**

In alignment with Commissioner Calle's vision for providing an optimal learning space for youth and the community, staff has renovated and repurposed the Mobley Building Bay 1 into a multipurpose workspace. The room features new tile, tinted window, painted walls, electrical upgrades and ceiling tile, donated furniture, digital board and more.



## **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 four (4) days a week throughout the months of April through October with an average enrollment of 15 participants.



### **Silver Sneakers**

The Parks, Recreation, and Culture department continued to offer Silver Sneaker fitness memberships, complimenting the already existing fitness classes at the Gibson-Bethel Community Center. Throughout the months of January through March, the department added an extra class on Fridays due to its popularity. Chair aerobics, strength/balance, and general fitness classes were offered two (2) to three (3) days a week at 11:15 AM. Silver Sneakers classes promote health and wellness and are free for Silver Sneakers and Community Center 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. Year to date, twenty-nine (29) seniors have signed up for this membership opportunity.

### **Musical Theater Program**

The Department launched a new musical theater and vocal lesson program, offered in the fall, winter, and spring. This program provided children with the opportunity to learn and perform scenes and songs from popular plays and productions. In its inaugural fall session, twelve (12)



talented children participated, and the Winter/Spring session saw an increased enrollment of fifteen (15) young performers. It was a season of creativity, learning, and fun, as children developed their musical and theatrical skills in a supportive and dynamic environment.



### **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-two (72) participants during the 2023-2024 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. The Home Team also provided daily (M-F) supper and snack to all after-school participants enrolled in the program. Additionally, the dance program was integrated into the schedule of after-school 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.

The Home Team volunteers also facilitated a weekly Anti-Bullying program each Friday during the school year. 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 continue offering free youth tennis lessons to the participants enrolled in the after-school program on Tuesdays and Thursdays during the Fall.



### Summer Camp

The department offered a recreational and educational summer camp for youth in kindergarten through 6th grades. In an effort to operate in a safe and responsible manner, the department followed recommended guidelines from the 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, swimming, 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.



### Sensory Lab

The Department, in collaboration with Miami-Dade County Office of Commissioner Raquel Regalado (District 7), Crystal Academy, the Ausome Foundation and UM-NSU CARD, continued its sensory lab programming on the third Saturday of every month. Each Saturday, specifically themed activities for children with varying neuro-processing disorders were held at 10:00 am and 11:00 am.



## Youth Volleyball

The Department partnered with the Phoenix Volleyball organization to offer sand volleyball lessons at Dante Fascell Park, along with three co-ed volleyball clinics at the Gibson-Bethel Community Center this year during the fall, winter, & spring of 2023/2024. These clinics were led by certified coaches who were passionate about introducing our community youth to a growing sport. These clinics included conditioning and instructions focused on learning the fundamentals of indoor and beach volleyball. For the indoor clinics, there was a total of twenty-eight (28) participants in the fall, thirty-six (36) participants in winter, and forty-four (44) in the spring. The sand volleyball program averaged fifteen (15) participants monthly.



## Basketball

The department partnered with the Tamiami Basketball League during the fall and winter of 2023/2024 (September-December & 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/Murray Park between Mondays and Saturdays, which allowed for local youth to have access to league amenities without having to travel far. The league respectively had fifty-five (55) and fifty-seven (57) teams and roughly four hundred (400) total players each season. Approximately twenty-five (25) residents participated each season.



## Soccer

South Miami United FC has entered into the final 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 eight hundred (800) total participants with one hundred and twenty (120) of those participants being residents.



## CARP Soccer Academy

South Miami United F.C. (SMUFC) and Club Atletico River Plate (CARP) partnered to offer Co-Ed youth soccer clinics at Murray Park on Fridays during the months of February through April. Designed for participants ages seven (7) to fourteen (14), these free clinics provide a safe and fun activity for thirty-three (33) residential youth.



## Football and Cheer

The South Miami Grey Ghost celebrated a spectacular 2023 season with one hundred sixty (160) participants in the football program and twenty-two (22) participants in the cheer program. The



South Miami Grey Ghost's 8U and 12U football teams, alongside the Prep and Pro cheerleading squads, were honored for their outstanding achievements during the 2023 season. The 8U and 12U teams secured Super Bowl championships, while the Prep cheer squad claimed first place in the Miami Xtreme and second place in the Orange Bowl competitions, and the Pro cheer squad achieved first place victories in both the Miami Xtreme and Orange Bowl competitions. The dedication and hard work of coaches, program commissioners, and teams were acknowledged by the Director for Parks, Recreation, and Culture, as well as by the Mayor, and members of the City Commission.



## Baseball

The Department continued its partnership with Danny Berry Baseball Inc. for its third 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 four-hundred and fifty-five (455) total participants with forty (40) teams. Approximately eighty-three (83) of all participants are residential City youth.



## Tennis

The Department 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 a cloud-based software, PlaybyCourt, LLC., meant to simplify the customer experience. Year to date, the Tennis program has provided six thousand eighty-one (6,081) lesson and roughly eight hundred (800) participants in a variety of programs.



## Senior Center

The South Miami Senior Center serves adults 60 years and over who are active, and can independently take care of their own basic needs. The South Miami Senior Center promotes independence, help 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

### Dunkin' for Pumpkins

The Dunkin' for Pumpkins event drew one-hundred fifteen (115) eager attendees to the Murray Park Aquatic Center for an evening full of festivities. Families reveled in the fun with a unique floating pumpkin patch, alongside craft activities, and sweet treats from Kona Ice. The event was a memorable celebration of autumn, bringing joy and smiles to all who joined in.



### Safe Streets Halloween

Safe Streets Halloween, a family-friendly community event, successfully brought our community together in the spirit of Halloween. Hundreds of people of all ages came together to participate in the festivities and create cherished memories. The event took place along Sunset Drive, from US1 to Red Road. It was a spectacular celebration that added to the Halloween spirit in our community.



### State of the City

The City of South Miami hosted a momentous event that marked both the Mayor’s State of the City address and the swearing-in of its new police chief. Approximately one hundred fifty attendees, including local municipal police officers and community members gathered to witness the City's leadership reflect on its accomplishments and outline future plans. The atmosphere was charged with anticipation and civic pride as the city welcomed its new police chief, embodying a commitment to public safety. Following the ceremony, attendees transitioned to a more celebratory setting at the previously known Splitsville for a reception.



### Veterans Day Salute

The City of South Miami, in collaboration with the American Legion Post 31, observed Veterans Day with a heartfelt and meaningful ceremony, honoring the brave men and women who have served in the armed forces. Following the ceremony, the event seamlessly transitioned into a warm and welcoming atmosphere of food and fellowship for approximately forty attendees at American Legion Post 31.



### Turkey Giveaway

In a two-part event, the City of South Miami put together a Thanksgiving initiative to spread joy within the community. The first part, made possible through the generosity of Interval International, was tailored towards seniors and disabled residents. Thanksgiving boxes filled with Thanksgiving meal fixings were created and delivered to participants unable to participate in the subsequent event.

The second part, sponsored by Baptist Health and Be the Light, unfolded as a Thanksgiving giveaway to the broader South Miami community. Approximately two hundred families were recipients of the generosity, receiving not only turkeys but also all the essential fixings for a traditional Thanksgiving feast. This collaborative effort not only showcased the City's commitment to inclusivity and community support, but also illuminated the spirit of compassion that defines the Thanksgiving season.



**Santa’s Parade of the Elves**

The South Miami Town Center District came alive with Christmas magic at the 2023 Santa’s Parade of the Elves. This beloved tradition featured nearly seventy local groups marching down Sunset Drive welcoming Santa and Mrs. Claus to the heart of South Miami.



**Toy Giveaway**

The City of South Miami spread joy this season at its annual Toy Giveaway, made possible by the generous support of Interval International, SoMi Parks, and other amazing local partners. Together, we made the holidays brighter for one hundred fifty (150) South Miami youth.



**MLK Freedom Breakfast**

The City of South Miami paid tribute to the life, legacy, and vision of the man who dreamed. Participants relished in a delightful rise-and-shine breakfast, followed by a morning of speeches honoring Dr. Martin Luther King, Jr. and other influential leaders in the South Miami community. Live entertainment featured Juju on the beat, Saxophonist Marcano Sax, and DJ Based Eight.



**Rooftop Movie**

Great views, event 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”.



### Senior Games

The department organized its Senior Games event which consisted of an exciting gathering of two hundred participants that was open to South Miami residents and all senior centers in Miami-Dade County. The event featured a one-mile walk/run, dominoes, horseshoes, bean bag toss, table tennis, health screenings/vendors, lunch, and more.



### Easter & Summer Camp Expo

The Parks, Recreation, & Culture department, in partnership with Miami Children's Magazine, proudly offered an Easter Egg Hunt & Summer Camp Expo at Murray Park. Over five hundred families enjoyed activities including egg hunts designed for different age groups, inflatable attractions, music, games, and entertainment. Families were able to capture moments with the Easter Bunny, while learning about programs and activities offered by the department and other agencies.



### Arbor Day

The City of South Miami will host its Annual Arbor Day Event at Veterans Park in partnership with the South Miami Garden Club. Residents are invited to participate in a day of service, education, and enjoyment. Activities will include tree planting, mulching, and refreshments.

### SoMi Second Saturdays: Night Market – 2<sup>nd</sup> Saturday of every month

The new Second Saturday's in SoMi: Night Market event, launched on the weekend of Mother's Day, Saturday, May 11<sup>th</sup>, from 5 pm to 10 pm. This event transformed 58<sup>th</sup> Avenue, from 73<sup>rd</sup> Street to 74<sup>th</sup> Street, into a marketplace featuring a diverse array of vendors offering delectable food, jewelry, clothing, art, and more. Participants strolled through the market while enjoying a live band, adding an extra layer of excitement to the festivities.



### **Fourth of July Celebration**

The Parks and Recreation hosted its annual 4<sup>th</sup> 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**

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



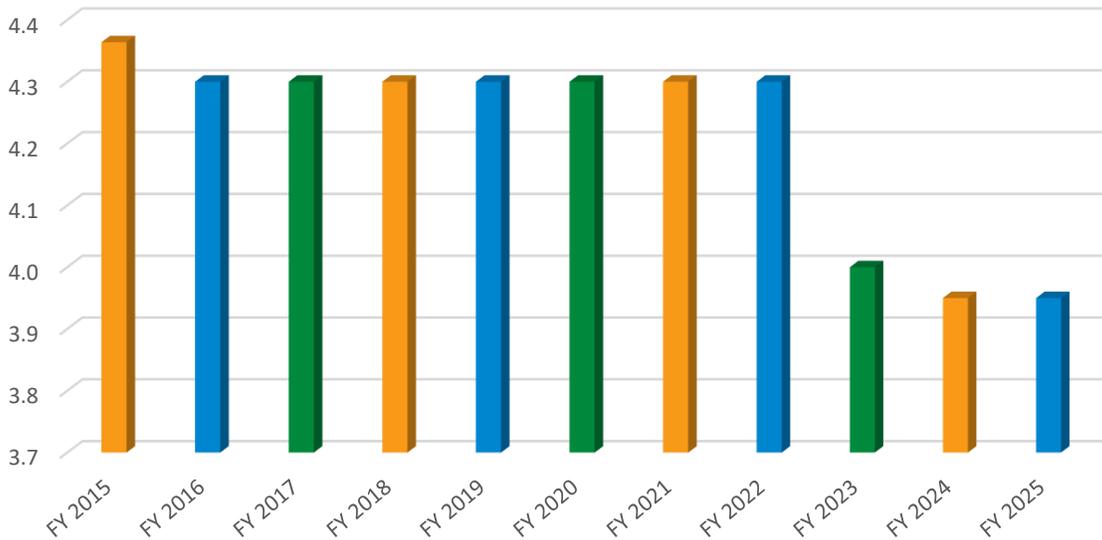


**GENERAL FUND BUDGET SUMMARY**

**GENERAL FUND EXPENDITURES**

The adopted budget has been prepared based on the rate of 3.9500 mils per \$1,000 of the taxable value. The Commission will be voting upon millage rate at the First Budget Hearing meeting on September 3<sup>rd</sup>, 2024, and is expected to adopt the final rate on September 17<sup>th</sup>, 2024. Below please find the historical data of the City’s millage for the past 10-years.

CITY OF SOUTH MIAMI MILLAGE COMPARISON CHART  
FY 2015 TO PROPOSED FY 2025



The **average taxable homestead residential value** in South Miami as of July 1, 2024, is \$446,518. At the adopted millage rate of 3.9500 mils, the average property would be responsible for approximately \$1,764. The City portion of an average tax bill for a South Miami residential property is approximately 21%.

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

The information contained in this budget provides a level of financial detail for the Commission and the public in order to provide a clear vision and openness to the budgetary process. Please find a list of the specific expense items by Department and Division, taken together for FY 2025.



**CONSOLIDATED ITEMS DETAIL  
BY DEPARTMENT FOR FY 2025**

DEPARTMENT	F/T 1210	# of FTEs	P/T 1310	FICA 2110	HEALTH 2310	W/C 2410	FUEL 5230	PEN 2210	ICMA 2220	AUTO 4515
CITY COMMISSION	\$0	-	\$62,000	\$6,862	\$46,175	\$124	\$0	\$0	\$0	\$0
CITY CLERK	\$252,602	3	\$0	\$19,324	\$27,705	\$505	\$0	\$21,764	\$5,091	\$0
CITY MANAGER	\$599,146	3	\$0	\$45,056	\$50,305	\$870	\$2,216	\$57,248	\$0	\$500
ADMIN SRVCS	\$227,246	3	\$23,580	\$19,895	\$27,705	\$294	\$0	\$15,637	\$6,861	\$0
PROCUREMENT	\$203,353	2	\$0	\$16,969	\$18,470	\$407	\$0	\$24,606	\$0	\$0
HR & RISK MGMT	\$196,031	2	\$0	\$14,996	\$18,470	\$294	\$0	\$11,860	\$6,861	\$0
FINANCE DEPART	\$633,965	6	\$0	\$48,498	\$55,410	\$951	\$3,428	\$59,939	\$9,702	\$1,542
DEVELOP. SRVCS	\$212,855	2	\$0	\$17,124	\$18,470	\$322	\$0	\$0	\$15,022	\$0
BUILDING	\$272,880	3	\$180,036	\$34,648	\$27,705	\$4,010	\$2,500	\$24,633	\$4,851	\$767
PLANNING	\$202,328	2	\$0	\$15,478	\$18,470	\$303	\$2,216	\$24,482	\$0	\$477
CODE ENFORCE.	\$251,190	3	\$0	\$19,923	\$27,705	\$5,006	\$6,800	\$30,285	\$0	\$2,000
PW OFFICE OF DIR	\$263,910	3	\$0	\$20,189	\$27,705	\$392	\$0	\$21,502	\$6,035	\$0
PW BLDG. MAINT.	\$149,612	2	\$0	\$13,776	\$18,470	\$3,220	\$0	\$19,482	\$0	\$0
PW SOLID WASTE	\$458,121	8	\$0	\$38,414	\$73,880	\$18,949	\$0	\$56,594	\$0	\$0
PW STREETS MAINT.	\$423,789	8	\$0	\$33,891	\$73,880	\$16,952	\$0	\$51,279	\$0	\$0
PW MOTOR POOL	\$182,667	3	\$0	\$14,586	\$27,705	\$3,795	\$169,000	\$22,962	\$0	\$40,000
PW ENG. & CONSTR	\$221,125	2	\$0	\$18,329	\$18,470	\$332	\$0	\$17,029	\$5,627	\$0
POLICE	\$5,603,143	59	\$0	\$477,398	\$544,865	\$64,840	\$130,000	\$428,844	\$4,021	\$42,000
PARKS, REC, & CUL.	\$545,264	6	\$23,580	\$44,223	\$55,410	\$11,377	\$11,000	\$65,977	\$0	\$8,357
PARKS - TENNIS	\$212,684	3	\$41,920	\$20,184	\$36,940	\$5,092	\$0	\$5,047	\$10,043	\$0
COMM CENTER	\$338,506	6	\$306,584	\$49,349	\$55,410	\$12,902	\$0	\$32,590	\$4,842	\$0
PARKS LAND MAINT	\$198,250	3	\$0	\$16,179	\$27,705	\$3,947	\$12,000	\$24,363	\$0	\$1,200
COMM POOL	\$0	-	\$59,434	\$4,547	\$0	\$594	\$0	\$0	\$0	\$0
<b>TOTAL FY 2025</b>	<b>\$11,648,667</b>	<b>132</b>	<b>\$697,134</b>	<b>\$1,009,838</b>	<b>\$1,297,030</b>	<b>\$155,478</b>	<b>\$339,160</b>	<b>\$1,016,123</b>	<b>\$78,956</b>	<b>\$96,843</b>
<b>BUDGETED FY 2024</b>	<b>\$10,601,613</b>	<b>129</b>	<b>\$689,962</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>



## PROPERTY TAX INFORMATION

The Miami-Dade County Property Appraiser certified the Taxable Value within the City of South Miami at \$2,840,371,000. This valuation represents an 8.6% increase from the FY 2024 level of \$2,616,274,873. 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	2024 COUNT	2024 TAXABLE VALUE	%	2023 COUNT	2023 TAXABLE VALUE	%
SINGLE FAMILY	2,863	1,437,767,105	52%	2,874	1,318,985,414	52%
CONDOMINIUM	741	171,484,728	6%	781	164,589,230	7%
MULTI FAMILY	94	276,519,947	10%	94	252,372,404	10%
COMMERCIAL	645	732,156,649	27%	657	703,066,316	28%
INDUSTRIAL	38	26,340,542	1%	27	16,601,363	1%
AGRICULTURE	2	2,039,345	0%	2	1,977,207	0%
VACANT LAND	211	89,616,349	3%	189	57,451,241	2%
INSTITUTIONAL	33	9,715,098	0%	35	8,959,502	0%
GOVERNMENTAL	43	0	0%	44	0	0%
OTHER PROPERTIES	16	890,362	0%	14	840,374	0%
REAL ESTATE PARCELS	4,686	2,746,530,125	100%	4,717	2,524,843,051	100%
PERS PROP & CENT ASSD		93,840,875			91,431,822	
ALL ASSESSED PROPERTY		<u>2,840,371,000</u>			<u>2,616,274,873</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 \$221,687,074 or 8.8%. This total is the actual assessed taxable value for 2024.

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



\$2,409,053 or 2.6% when comparing the asset value of fiscal year 2025 and fiscal year 2024.

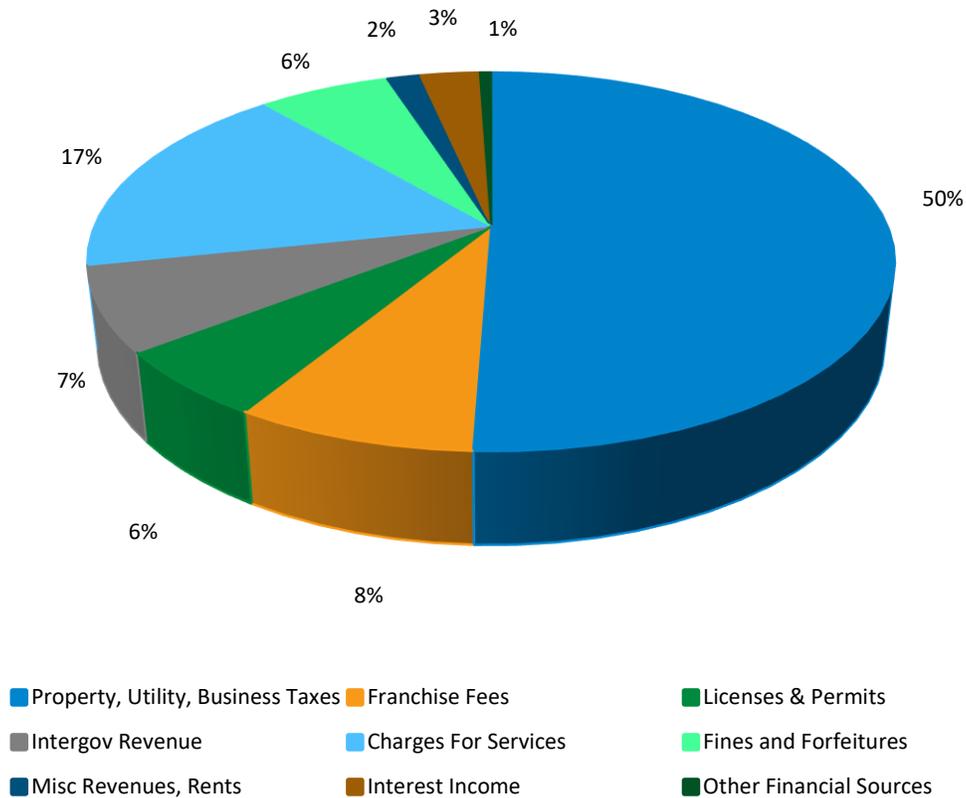
The increase in property valuations specifically from new construction within the current 2024 year is \$22,356,915 which represents an increase from the previous year of \$21,675,030 or 3.1%.

The adopted 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 2025, as provided in the adopted budget is \$27,009,946. In addition, the City’s General Fund has \$150,000 in transfer-in from other funds, in aggregate Fiscal Year 2025 total revenue amount is \$27,159,946. A breakdown of the general makeup of the City’s General Fund Revenues is presented below.

General Fund Revenue Analysis FY 2025





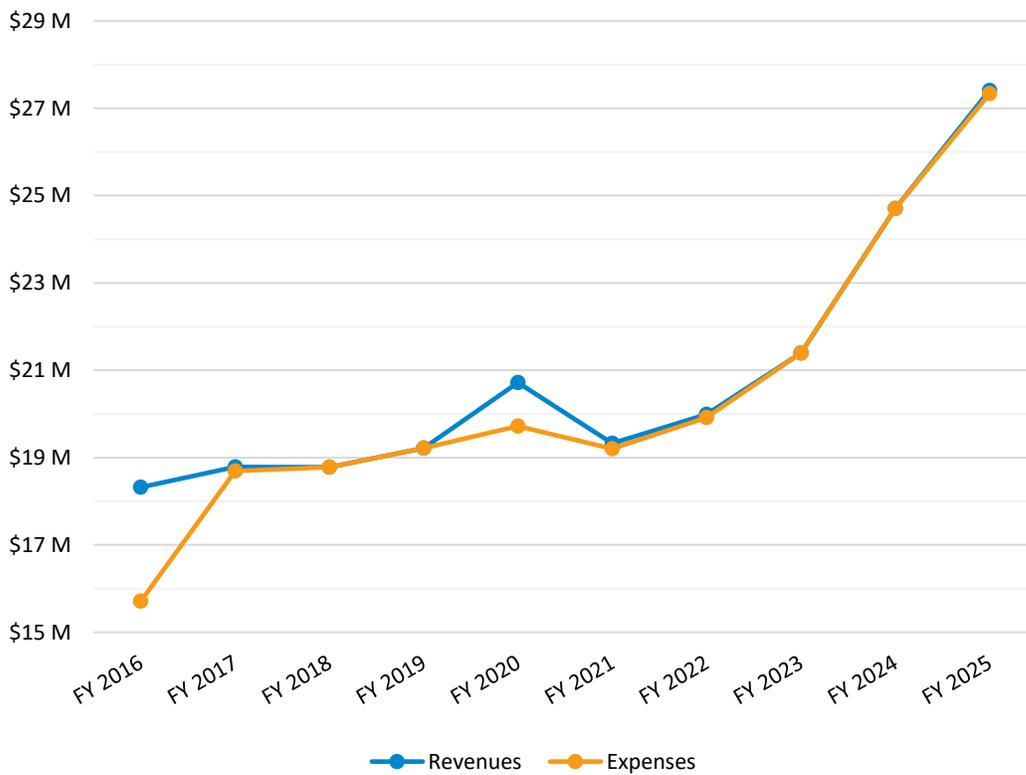
**GENERAL FUND SUMMARY  
FY 2025**

DEPT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 22	ACTUAL FY 23	BUDGET FY 24	ESTIMATE FY 24	ADOPTED FY 25
<b>BEGINNING FUND BALANCE</b>		<b>10,193,106</b>	<b>10,708,958</b>	<b>13,367,330</b>	<b>13,367,330</b>	<b>11,040,890</b>
TAXES						
	PROPERTY TAXES	8,711,314	8,967,689	9,852,571	9,852,571	10,693,492
	UTILITY TAXES	2,203,193	2,423,047	2,240,000	2,418,119	2,362,265
	BUSINESS TAXES	673,670	678,238	677,000	699,878	682,500
	FRANCHISE TAXES	2,023,701	2,253,744	2,000,260	2,251,000	2,220,500
	LICENSES & PERMITS	1,490,857	2,093,185	1,059,500	2,874,260	1,565,200
	INTERGOVERNMENTAL	2,005,580	2,106,338	1,918,942	1,987,730	1,952,154
	CHARGES FOR SERVICES	3,385,263	4,778,620	4,288,665	4,728,620	4,601,165
	FINES AND FORFEITURES	1,448,825	1,597,010	1,260,000	1,090,600	1,970,000
	RENTS & ROYALTIES	246,893	224,956	196,160	195,806	198,687
	GRANTS, CONTRIB., & DONATIONS	28,215	12,437	0	83,413	0
	INTEREST INCOME	152,158	770,691	600,000	1,000,000	775,000
	MISCELLANEOUS	234,624	328,774	464,462	467,961	238,983
	<b>TOTAL</b>	<b>22,604,292</b>	<b>26,234,728</b>	<b>24,557,560</b>	<b>27,649,958</b>	<b>27,259,946</b>
<b>OTHER FINANCIAL SOURCES</b>		<b>151,008</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>
<b>DEPARTMENTS &amp; DIVISIONS</b>						
1100	CITY COMMISSION	130,520	133,220	153,151	145,055	146,786
1200	CITY CLERK	351,252	401,851	500,539	538,881	577,910
1500	CITY ATTORNEY	335,210	447,174	397,385	466,108	481,640
1310	CITY MANAGER	774,771	946,368	1,093,057	1,004,139	1,148,808
1410	FINANCE DEPARTMENT	1,233,316	1,356,489	1,555,522	1,505,145	1,736,962
1340	INFORM. TECH. DIVISION	538,645	543,001	613,530	612,658	643,072
1320	PROCUREMENT DIVISION	253,020	289,351	313,937	287,943	370,533
1300	COMM. AFFAIRS & COMMUNICATIONS	0	0	332,956	265,926	464,748
1330	HUMAN RESOURCE & RISK MGMT	560,446	571,560	906,330	795,293	857,242
1600	DEVELOPMENT SERVICES	0	0	261,461	252,480	275,943
1610	BUILDING DEPARTMENT	469,762	516,403	581,965	537,035	630,380
1620	PLANNING DEPARTMENT	428,792	613,597	598,242	590,245	469,534
1640	CODE ENFORCEMENT	333,412	307,595	377,729	346,629	395,109
1770	PW-OFFICE OF DIRECTOR	57,079	74,894	286,526	81,891	348,983
1710	PW-BLDG. MAINT.	444,972	537,847	587,240	565,523	679,990
1720	PW-SOLID WASTE	1,426,988	1,594,042	1,744,289	1,749,600	1,905,958
1730	PW-STREETS MAINT.	625,359	768,144	1,077,586	992,748	1,146,621
1760	PW-MOTOR POOL	576,611	528,065	713,138	661,091	733,965
1790	PW-ENG. & CONSTR.	208,755	222,891	263,127	255,157	536,572
1910	POLICE	6,680,638	7,131,944	8,718,854	7,747,081	9,368,772
2000	PARKS, RECREATION, & CULTURE	790,523	812,655	1,264,962	1,123,605	1,382,014
2010	TENNIS	407,047	468,992	600,497	610,773	687,571
2020	COMMUNITY CENTER	538,226	640,629	866,059	709,392	914,818
1750	LANDSCAPE MAINT.	498,240	561,727	609,627	524,729	657,535
2030	COMMUNITY POOL	84,187	99,715	124,654	101,136	129,740
2100	NON-DEPARTMENTAL	109,815	282,035	165,197	165,197	640,000
	<b>TOTAL</b>	<b>17,857,587</b>	<b>19,850,188</b>	<b>24,707,560</b>	<b>22,635,462</b>	<b>27,331,206</b>
<b>OPERATING NET DIFFERENCE</b>		<b>4,897,713</b>	<b>6,534,540</b>	<b>0</b>	<b>5,164,496</b>	<b>78,740</b>
2100	NON-DEPARTMENT TRANSFER	4,381,861	3,876,168	7,490,936	7,490,936	7,949,945
<b>ENDING FUND BALANCE</b>		<b>10,708,958</b>	<b>13,367,330</b>	<b>5,876,394</b>	<b>11,040,890</b>	<b>3,169,685</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.

Comparison Revenues to Expenses





## 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, 2024, 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 2025 BUDGET SCHEDULE**

Friday, MARCH 29	Distributions of Budget Worksheets to Departments - Deadline May 3, 2024 to get it back to Finance
APRIL - JULY	Department budget meetings with the City Manager and Budget and Finance Committee Meetings.
<b>Tuesday, JUNE 4</b>	Capital Improvements Projects Workshop with the City Commission at <b>4:30 PM</b>
JULY 1	Receipt of DR 420 (Property Appraiser Certification of Taxable Value) from the County (FS Section 200.065).
<b>Thursday, JULY 11</b>	Submission of proposed budget to the Mayor and City Commission (Article IV, Section 2a, City Charter provides for deadline of August 1).
<b>Thursday, JULY 18</b>	Budget Workshop with the Mayor and City Commission. Budget and Finance Committee will present their report at <b>10:00 AM</b>
<b>Thursday, JULY 18</b>	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 23	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)
<b>Tuesday, SEPTEMBER 3</b>	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. <b>5:01 PM</b>
Sunday, SEPTEMBER 8	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 15	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)
<b>Tuesday, SEPTEMBER 17</b>	Final public hearing and adoption of millage & budget. Final hearing two to five days after the advertisement appears in the newspaper. <b>5:01 PM</b>



## FINANCIAL AND BUDGETARY POLICY

### **PURPOSE:**

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 provide 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 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, the 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 (\$100,000 or more)
- Buildings (\$100,000 or more)
- Building Improvements (\$100,000 or more)
- Machinery and Equipment; including vehicles (\$5,000 or more)
- Infrastructure, i.e. roads, stormwater system, sidewalks (\$100,000 or more)
- Construction in progress (\$1 or more)
- Intangible Assets (\$100,000 or more)

**Capital Outlay Budget vs. GAAP (Generally Accepted Accounting Principles).** Only assets or infrastructure with a value over the specified threshold above 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 be fully amortized by, and have a 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 2024 is \$2,840,371,000 and the outstanding debt of \$5,775,000 the City currently has a Net Debt to Taxable Assess value ratio of .25%.

**Legal Debt Margin Calculation for Fiscal Year 2024**

Assessed valuation of taxable real and personal property	\$ <u>2,840,371,000</u>
Bonded debt limit - 15% of assessed value	\$ 426,055,650
Total ad valorem debt - Revenue Bonds	<u>\$ 5,775,000</u>
Amount of debt applicable	<u>5,775,000</u>
Legal debt margin	\$ <u>420,280,650</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. 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 the 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 the amount specified in the City Charter, Article III, Section 5 “Powers and Duties” and/or by Ordinance, 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) when seeking to construct or improve a public building or structure, or other public construction works.

**(B) Purchases up to and including \$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 **\$5,000 or less** may be made or entered into by the City Manager without submittal to the City Commission and without seeking three (3) written quotes from three (3) different sources of supply, if available. **Purchases in excess of \$2,500 require a Purchase Order.**

**(C) Purchases greater than \$5,000 and less than the amount specified in the City Charter, Article III, Section 5.H, “Powers and Duties” and/or by Ordinance.** Purchases of or contracts for materials, supplies, equipment, improvements, or services for which funds are provided in the budget, where the total amount to be expended is greater than **\$5,000** but less than the amount



specified in the City Charter, Article III, Section 5.H, “Powers and Duties” and/or by Ordinance, may be made or entered into by the City Manager without submittal to the City Commission, after meeting the following requirements:

- A Purchase Order, or other form of agreement as may be required by the City Manager and approved by the City Attorney;
- Line-item appropriation in the City Commission approved budget;
- Seeking a minimum of three (3) written quotes from three (3) different sources of supply, if available, unless the purchase is made through another governmental agency that has followed similar bidding procedures.

**(D) Purchases in excess of the amount specified in the City Charter, Article III, Section 5.H, “Powers and Duties” and/or by Ordinance.**

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 exceeds the amount specified in the City Charter, Article III, Section 5.H, “Powers and Duties” and/or by Ordinance, must be approved by written resolution of the City Commission and require:

- A Purchase Order, or other form of agreement as may be required by the City Manager and approved by the City Attorney;
- Line-item appropriation in the City Commission approved budget;
- Seeking a minimum of three (3) competitive bids from three (3) different sources of supply, if available, unless the purchase is made through another governmental agency that has followed similar bidding procedures; and
- **City Commission written approval by resolution. Related purchases or contracts at or above the amount specified in the City Charter, Article III, Section 5.H, “Powers and Duties” and/or by Ordinance shall not be broken down to amounts less than the amount specified in the City Charter, Article III, Section 5.H, “Powers and Duties” and/or by Ordinance to avoid the requirements of this paragraph.**

**(E) Sole Source Procurements.**

- (i) Conditions for use. A contract may be awarded without competitive bids or proposals when the City Manager and/or the Chief Procurement Officer, after conducting a good faith review of available sources, determines in writing, pursuant to a written request from a department director, that the contract by its very nature is not suitable to



competitive bidding or proposals, as there is only one source for the required supply, service, or construction item capable of fulfilling the needs of the City.

- (ii) Negotiations. The City Manager and/or the Chief Procurement Officer shall conduct negotiations, as appropriate, as to price, delivery, and terms.
- (iii) Approval and award. Any sole source contract in excess of the threshold established by the City Charter, Section 5, "Powers and Duties" and/or by Ordinance shall be approved by the City Commission, upon recommendation of the City Manager, pursuant to applicable regulations.

**(F) 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.

**(G) 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 the 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.

**(H) Conflict of Interest.**

The City of South Miami “Conflict of Interest and Code of Ethics Ordinance,” Sec 8A-1 of the City’s Code of Ordinances shall be applicable to all city personnel as defined in the link below, and shall also constitute a standard of ethical conduct and behavior for all autonomous personnel, quasi-judicial personnel, advisory personnel and departmental personnel. The provisions of this section shall be applied in a cumulative manner. By way of example, and not as a limitation, subsections (c) and (d) in Sec 8A-1 may be applied to the same contract or transaction. A link to the “Conflict of Interest and Code of Ethics Ordinance,” Sec 8A-1 is provided below:

[https://library.municode.com/fl/south\\_miami/codes/code\\_of\\_ordinances?nodeId=COOR\\_CH8\\_ACOET\\_S8A-1COINCOETOR](https://library.municode.com/fl/south_miami/codes/code_of_ordinances?nodeId=COOR_CH8_ACOET_S8A-1COINCOETOR)

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

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

**(J) Purchase of Legal and Expert Services.**

Consistent with Article III, Section 5.H of the City Charter, due to the specialized nature of legal and expert services, the purchase of any such services are exempt from this purchasing policy if the purchase is approved by 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.

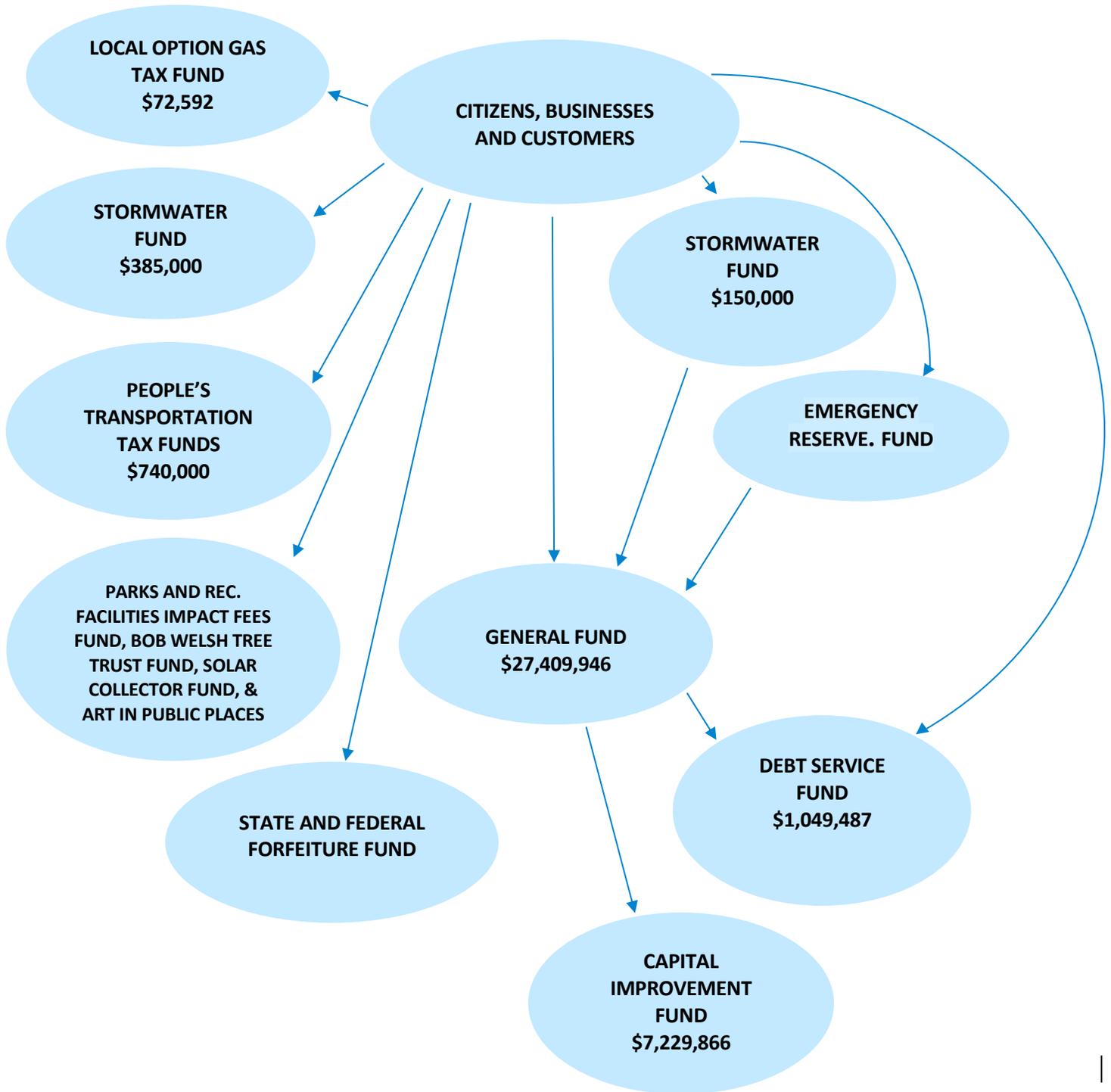
#### *STATE FORFEITURE FUND*

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 2025





## 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 22	ACTUAL FY 23	BUDGET FY 24	ESTIMATE FY 24	ADOPTED FY 25
<b>General Fund - 001</b>					
Beginning Fund Balance	10,193,106	10,708,958	13,367,330	13,367,330	11,040,890
Revenues	22,604,292	26,234,728	24,557,560	27,649,958	27,259,946
Expenditures	17,857,587	19,850,188	24,707,560	22,635,462	27,331,206
Interfund Transfers In	151,008	150,000	150,000	150,000	150,000
Interfund Transfers Out	4,381,861	3,876,168	7,490,936	7,490,936	7,949,945
<b>Ending Fund Balance</b>	<b>10,708,958</b>	<b>13,367,330</b>	<b>5,876,394</b>	<b>11,040,890</b>	<b>3,169,685</b>
<b>Stormwater Drain Trust Fund - 111</b>					
Beginning Fund Balance	382,165	379,965	478,375	478,375	557,088
Revenues	379,120	404,918	384,500	388,000	385,000
Expenditures	231,320	156,508	307,662	159,287	788,398
Interfund Transfers Out	150,000	150,000	150,000	150,000	150,000
<b>Ending Fund Balance</b>	<b>379,965</b>	<b>478,375</b>	<b>405,213</b>	<b>557,088</b>	<b>3,690</b>
<b>Local Option Gas Tax Trust Fund - 112</b>					
Beginning Fund Balance	332,787	407,198	496,715	496,715	480,963
Revenues	74,411	89,517	69,248	84,248	72,592
Expenditures	0	0	100,000	100,000	500,000
<b>Ending Fund Balance</b>	<b>407,198</b>	<b>496,715</b>	<b>465,963</b>	<b>480,963</b>	<b>53,555</b>
<b>Hometown District Improvement Trust Fund - 116</b>					
Beginning Fund Balance	1,008	0	0	0	0
Revenues	0	0	0	0	0
Interfund Transfers Out	1,008	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>Parks Facilities Impact Fund - 117</b>					
Beginning Fund Balance	264,912	350,685	1,154,843	1,154,843	1,240,589
Revenues	114,071	1,051,080	800,000	805,536	140,000
Expenditures	28,298	246,922	980,000	719,790	1,310,000
<b>Ending Fund Balance</b>	<b>350,685</b>	<b>1,154,843</b>	<b>974,843</b>	<b>1,240,589</b>	<b>70,589</b>

*continued*



ACCOUNT CLASSIFICATION	ACTUAL FY 22	ACTUAL FY 23	BUDGET FY 24	ESTIMATE FY 24	ADOPTED FY 25
<b>Bob Welsh Tree Trust Fund - 118</b>					
Beginning Fund Balance	77,546	104,522	151,721	151,721	166,721
Revenues	51,976	52,604	0	15,000	0
Expenditures	25,000	5,405	25,000	0	160,000
<b>Ending Fund Balance</b>	<b>104,522</b>	<b>151,721</b>	<b>126,721</b>	<b>166,721</b>	<b>6,721</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	18,000	18,000	39,955
Revenues	0	18,000	0	21,955	0
Expenditures	0	0	0	0	39,955
<b>Ending Fund Balance</b>	<b>0</b>	<b>18,000</b>	<b>18,000</b>	<b>39,955</b>	<b>0</b>
<b>People's Transportation Tax Fund - Transportation - 124</b>					
Beginning Fund Balance	1,251,736	1,519,634	1,328,235	1,328,235	1,255,795
Revenues	586,167	656,660	535,000	650,000	605,000
Expenditures	318,269	848,059	977,500	722,440	1,857,000
Interfund Transfers Out	0	0	0	0	0
<b>Ending Fund Balance</b>	<b>1,519,634</b>	<b>1,328,235</b>	<b>885,735</b>	<b>1,255,795</b>	<b>3,795</b>
<b>People's Transportation Tax Fund- Direct Transit - 125</b>					
Beginning Fund Balance	236,680	199,767	270,931	270,931	242,301
Revenues	143,610	147,870	135,000	154,298	135,000
Expenditures	180,523	76,706	216,200	182,928	360,000
Interfund Transfers In	0	0	0	0	0
<b>Ending Fund Balance</b>	<b>199,767</b>	<b>270,931</b>	<b>189,731</b>	<b>242,301</b>	<b>17,301</b>
<b>Pedestrian Crossing Acquisition, Development, Operation and Maintenance Trust Fund - 156</b>					
Beginning Fund Balance	284,352	135,704	0	0	0
Revenues	0	0	0	0	0
Interfund Transfers In	0	0	0	0	0
Expenditures	148,648	135,704	0	0	0
<b>Ending Fund Balance</b>	<b>135,704</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

*continued*



ACCOUNT CLASSIFICATION	ACTUAL FY 22	ACTUAL FY 23	BUDGET FY 24	ESTIMATE FY 24	ADOPTED FY 25
<b>Police Headquarters &amp; Emergency Operations Center Fund - 157</b>					
Beginning Fund Balance	0	1,400,072	1,400,072	1,400,072	0
Revenues	0	0	0	0	0
Interfund Transfers In	1,910,146	0	0	0	0
Interfund Transfers Out	0	0	1,400,072	1,400,072	0
Expenditures	510,074	0	0	0	0
<b>Ending Fund Balance</b>	<b>1,400,072</b>	<b>1,400,072</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Debt Service Fund - 201</b>					
Beginning Fund Balance	196,410	406	543	543	638
Revenues	538,159	333,019	330,766	330,766	329,408
Expenditures	1,050,477	1,050,056	1,050,272	1,049,735	1,050,125
Interfund Transfers In	316,314	717,174	719,064	719,064	720,079
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>406</b>	<b>543</b>	<b>101</b>	<b>638</b>	<b>0</b>
<b>Capital Improvement Program Fund - 301</b>					
Beginning Fund Balance	790,570	1,829,564	2,633,728	2,633,728	3,798,428
Expenditures	1,526,553	2,354,830	9,269,000	6,785,466	11,028,294
Interfund Transfers In	2,565,547	3,158,994	7,950,166	7,950,166	7,229,866
<b>Ending Fund Balance</b>	<b>1,829,564</b>	<b>2,633,728</b>	<b>1,314,894</b>	<b>3,798,428</b>	<b>0</b>
<b>Emergency Reserve Fund - 051</b>					
Beginning Fund Balance	6,246,780	6,330,469	6,627,624	6,627,624	6,942,624
Revenues	83,689	297,155	150,000	315,000	200,000
Expenditures	0	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>6,330,469</b>	<b>6,627,624</b>	<b>6,777,624</b>	<b>6,942,624</b>	<b>7,142,624</b>
<b>State Forfeiture Fund - 608</b>					
Beginning Fund Balance	40,700	41,089	42,849	42,849	44,349
Revenues	389	1,760	0	1,500	1,000
Expenditures	0	0	30,000	0	45,000
<b>Ending Fund Balance</b>	<b>41,089</b>	<b>42,849</b>	<b>12,849</b>	<b>44,349</b>	<b>349</b>

*continued*



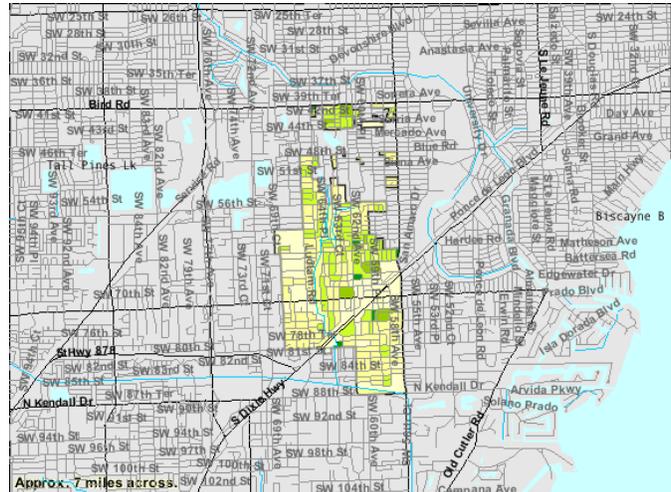
ACCOUNT CLASSIFICATION	ACTUAL FY 22	ACTUAL FY 23	BUDGET FY 24	ESTIMATE FY 24	ADOPTED FY 25
<b>Federal Forfeiture Fund - 615</b>					
Beginning Fund Balance	1,192,308	481,511	375,212	375,212	518,839
Revenues	10,787	111,279	0	21,849	7,500
Expenditures	311,438	217,578	110,000	100,000	440,000
Interfund Transfers In	0	0	221,778	221,778	0
Transfers Out	410,146	0	0	0	0
<b>Ending Fund Balance</b>	<b>481,511</b>	<b>375,212</b>	<b>486,990</b>	<b>518,839</b>	<b>86,339</b>
<b>TOTAL ALL FUNDS</b>					
Beginning Fund Balance	21,491,060	23,889,544	28,346,178	28,346,178	26,329,180
Revenues	24,586,671	29,398,590	26,962,074	30,438,110	29,135,446
Expenditures	22,188,187	24,941,956	37,773,194	32,455,108	44,909,978
Interfund Transfers In	4,943,015	4,026,168	9,041,008	9,041,008	8,099,945
Transfers Out	4,943,015	4,026,168	9,041,008	9,041,008	8,099,945
<b>ENDING BALANCE TOTAL ALL FUNDS</b>	<b>23,889,544</b>	<b>28,346,178</b>	<b>17,535,058</b>	<b>26,329,180</b>	<b>10,554,648</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 11,981 based on its most recent data in 2023.

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 reassessments 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 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 from 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 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**

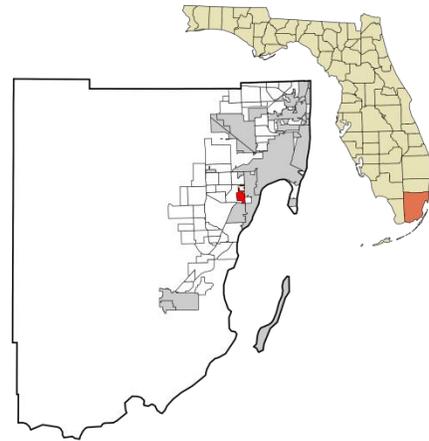
The Capital Improvement Element reinforces the linkage between the City's Capital Improvement Program and the facilities needed to implement the goals of the Comprehensive Plan.

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 most recent City Population count for 2023 was 11,981. 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</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:

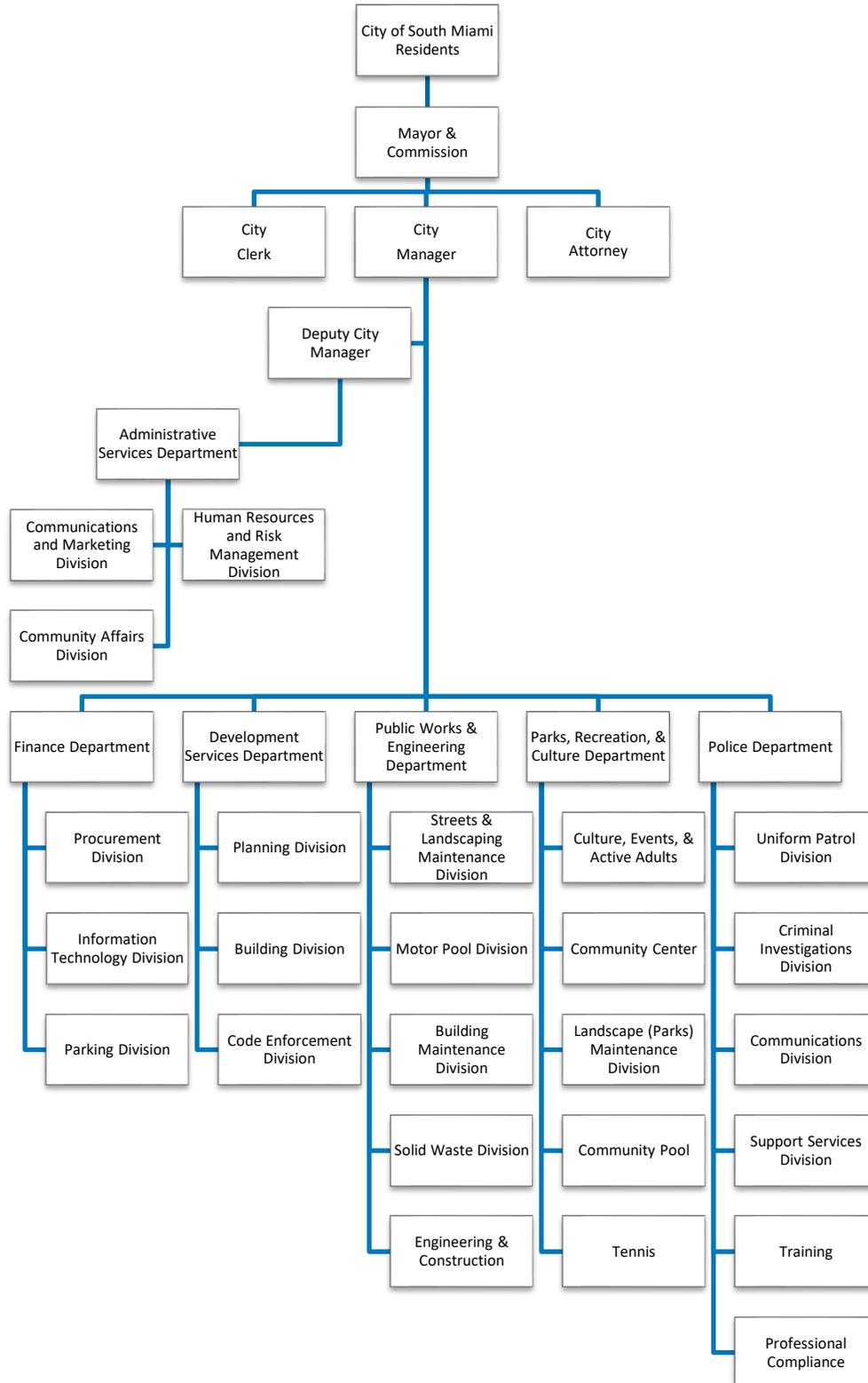
<b>*INDUSTRY BY CLASS OF WORKER</b>	<b>SECTOR ESTIMATE</b>
Construction	294
Manufacturing	308
Wholesale trade	256
Retail trade	310
Transportation and Warehousing, and Utilities	357
Information	186
Finance and Insurance, and Real Estate, and Rental and Leasing	363
Professional, Scientific, Management & 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><u>5,610</u></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 2021	BUDGETED FY 2022	BUDGETED FY 2023	BUDGETED FY 2024	ADOPTED FY 2025
<b>CITY CLERK</b>						
Full Time	City Clerk	1	1	1	1	1
	Deputy City Clerk	1	1	1	1	1
	Records 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	0	0	1	1	1
	Assistant City Manager	1	1	0	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	1	1
	Communications & Marketing Manager	0	0	0	1	1
	Administrative Services Coordinator	0	0	0	0	1
	<i>Full Time Total</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>2</i>	<i>3</i>
Part Time	Town Center Ambassador	0	0	0	1	1
	<i>Part Time Total</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>1</i>	<i>1</i>
	<b>City Manager's Office Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>4</b>
<b>HUMAN RESOURCES &amp; RISK MANAGEMENT</b>						
Full Time	Human Resources & Risk Manager	0	0	0	1	1
	Payroll & Benefits Administrator	1	1	1	0	0
	Human Resource Generalist	0	0	0	1	1
	<b>Personnel Total</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>2</b>
<b>PROCUREMENT DIVISION</b>						
Full Time	Chief Procurement Officer	1	1	1	1	1
	Procurement Specialist	1	0	0	0	0
	Procurement and Media Specialist	0	1	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
	Grants Administrator	0	0	0	0	1
	Accounts Payable Specialist	1	1	1	1	1
	Accounts Receivable Technician	1	1	1	1	1
	<b>Finance Total</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>6</b>
<b>OFFICE OF THE DIRECTOR OF DEVELOPMENT SERVICES</b>						
Full Time	Director of Development Services	0	0	0	1	1
	Administrative Assistant I	0	0	0	1	1
	<b>Office of the Director of Develop. Services Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>2</b>

continued



POSITIONS BY DEPARTMENT		BUDGETED FY 2021	BUDGETED FY 2022	BUDGETED FY 2023	BUDGETED FY 2024	ADOPTED FY 2024
<b>BUILDING DIVISION</b>						
Full Time	Building Official/Director	1	1	1	1	0
	Chief Building Inspector	0	0	0	0	1
	Permits Coordinator	2	2	1	1	1
	Permits Coordinator & IT Liason	0	0	1	1	1
	<i>Full Time Total</i>	<b>3</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	1	1	1	1	1
	Acting Building Official	0	0	0	1	0
	<i>Part Time Total</i>	<b>5</b>	<b>5</b>	<b>5</b>	<b>6</b>	<b>5</b>
	<b>Building Total</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>9</b>	<b>8</b>
<b>PLANNING DIVISION</b>						
Full Time	Planning Director	1	1	1	0	0
	Sr. Planner/Zoning Admin	2	2	2	2	2
	Office Support	1	1	1	0	0
	<b>Planning Total</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>2</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	0	0	0
	Code Enforcement Officers I	1	1	1	1	1
	Business Tax Compliance Officer	1	1	1	1	1
	<b>Code Enforcement Total</b>	<b>4</b>	<b>4</b>	<b>3</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	1	1
	Administrative Assistant I	2	1	1	2	2
	<i>Full Time Total</i>	<b>2</b>	<b>1</b>	<b>1</b>	<b>3</b>	<b>3</b>
Part Time	Administrative Assistant I	0	2	2	0	0
	<i>Part Time Total</i>	<b>0</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>0</b>
	<b>PW-Office of Director Total</b>	<b>2</b>	<b>3</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	4	4	4	0	0
	Heavy Equipment Operator I/Waste Collect. Driver	0	0	0	3	6
	Heavy Equipment Operator II/Waste Collect.Driver	0	0	0	0	2

*continued*



POSITIONS BY DEPARTMENT		BUDGETED FY 2021	BUDGETED FY 2022	BUDGETED FY 2023	BUDGETED FY 2024	ADOPTED FY 2024
<b>PW - SOLID WASTE</b> <i>continued</i>						
	Heavy Equipment Operator III (Funded by SW)	0	0	0	1	1
	Lead Worker II	1	1	1	0	0
	Sanitation Crane Operator	2	2	2	0	0
	Crane Operator	0	0	0	2	0
	Sanitation Driver Operator	0	0	0	2	0
	Waste Collection Driver	2	2	2	1	0
	<b>PW- Solid Waste Total</b>	<b>9</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	1	1	1
	Superintendent of Maint II	1	1	0	0	0
	Lead Worker	1	1	1	0	0
	Public Works Operations Supervisor	0	0	0	1	1
	Maintenance Worker I (2 Towncenter & Parking)	1	2	4	4	5
	Maintenance Worker II	2	2	1	1	1
	<b>PW-Streets Total</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>7</b>	<b>8</b>
<b>PW - MOTOR POOL</b>						
Full Time	Equipment Maintenance Supervisor	1	1	1	1	1
	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	4	4	4	4	4
	Sergeants	6	6	6	6	6
	Officers/Detectives	37	36	35	36	36
	Training Officer	1	1	1	1	1
	<b>CIVILIAN EMPLOYEES</b>					
	Administrative Assistant	1	1	1	1	1
	Communications Manager	1	1	1	1	1
	Communications Coordinator	1	1	1	1	1
	Communications Officers	4	5	5	5	5
	<i>Full Time Total</i>	<b>59</b>	<b>59</b>	<b>58</b>	<b>59</b>	<b>59</b>
Part Time	<b>SWORN</b>					
	Officers/Detectives	0	1	0	0	0
	<i>Part Time Total</i>	0	1	0	0	0
	<b>Police Department Total</b>	<b>59</b>	<b>60</b>	<b>58</b>	<b>59</b>	<b>59</b>

*continued*



POSITIONS BY DEPARTMENT		BUDGETED FY 2021	BUDGETED FY 2022	BUDGETED FY 2023	BUDGETED FY 2024	ADOPTED FY 2024
<b>PARKS, RECREATION, AND CULTURE DEPARTMENT</b>						
Full Time	Parks & Recreation Director	1	1	1	0	0
	Director of Parks, Recreation, & Culture	0	0	0	1	1
	Asst. Parks & Rec Director	1	1	1	1	1
	Administrative Assistant II	1	1	1	1	1
	Recreation Leader	0	1	1	1	1
	Events & Senior Site Manager	0	1	1	0	0
	Events & Active Adults Manager	0	0	0	1	1
	Special Events Coordinator	1	0	0	0	0
	Senior Site Manager	1	0	0	0	0
	Community Outreach Coordinator	1	1	1	0	0
	Active Adults & Special Events Leader	0	0	0	1	1
	<i>Full Time Total</i>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>
Part Time	Park Ranger	0	0	0	1	1
	<i>Part Time Total</i>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>
	<b>Parks &amp; Recreation Total</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>7</b>	<b>7</b>
<b>LANDSCAPE MAINTENANCE</b>						
Full Time	Parks Superintendent	1	1	1	1	1
	Maintenance Worker I	1	1	1	1	1
	Maintenance Worker II	1	1	1	1	1
	<b>Landscape Maint Total</b>	<b>3</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	4	4	4
	<i>Full Time Total</i>	<b>5</b>	<b>5</b>	<b>6</b>	<b>6</b>	<b>6</b>
Part Time	Recreation Leader (PT)	3	3	3	3	3
	Recreation Aide (PT)	10	10	10	10	9
	Instructors	2	2	1	1	1
	Summer Recreation Aide Seasonal (PT)	7	7	7	7	7
	<i>Part Time Total</i>	<b>22</b>	<b>22</b>	<b>21</b>	<b>21</b>	<b>20</b>
	<b>Community Center Total</b>	<b>27</b>	<b>27</b>	<b>27</b>	<b>27</b>	<b>26</b>
<b>COMMUNITY POOL</b>						
Part Time	Lifeguard II	1	1	1	1	1
	Life Guard	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	1	1	1	1
	Recreation Leader	0	0	1	1	1
	<i>Full Time Total</i>	<b>1</b>	<b>2</b>	<b>3</b>	<b>3</b>	<b>3</b>

*continued*



POSITIONS BY DEPARTMENT		BUDGETED FY 2021	BUDGETED FY 2022	BUDGETED FY 2023	BUDGETED FY 2024	ADOPTED FY 2024
<b>TENNIS</b> <i>continued</i>						
Part Time	Recreation Aide (PT)	3	3	2	2	2
	Maintenance Worker 1	1	0	0	0	0
	<i>Part Time Total</i>	<b>4</b>	<b>3</b>	<b>2</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	122	123	124	130	133
	Part Time Total	36	38	35	36	34
	<b>Grand Total</b>	<b>158</b>	<b>161</b>	<b>159</b>	<b>166</b>	<b>167</b>



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

The city added one new full-time position to the FY 2025 budget:

- The City has introduced a new Administrative Services Coordinator position to support both the City Commission and the Administrative Services' Division. This role encompasses conducting research, drafting documents, managing constituent communication, scheduling meetings, providing general administrative support, and handling special projects. By fulfilling these diverse responsibilities, the Administrative Services Coordinator aims to facilitate smooth operations and support the daily functions of both offices.
- A part-time Building Official position was eliminated from the Building Department as it was no longer needed since the Development Services Director also acts as the Building Official.
- We have added a new Maintenance Worker I to the Public Works Streets & Landscaping Division to provide dedicated support for both the Town Center and the City's Garage. This new role will focus specifically on maintaining and ensuring that this key area remains clean, safe, and aesthetically pleasing for residents and visitors alike. By allocating resources to this busy area, we aim to improve community satisfaction, increase local involvement, and cultivate a more welcoming environment.
- We have added a dedicated in-house Grants Administrator position to help streamline the grant application process and boost funding success. This role would actively seek opportunities, apply for them, including proposal development, help directors with the grant reporting, and ongoing compliance, and strengthen relationships with different agencies, with the intention of providing greater capital success.



**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.

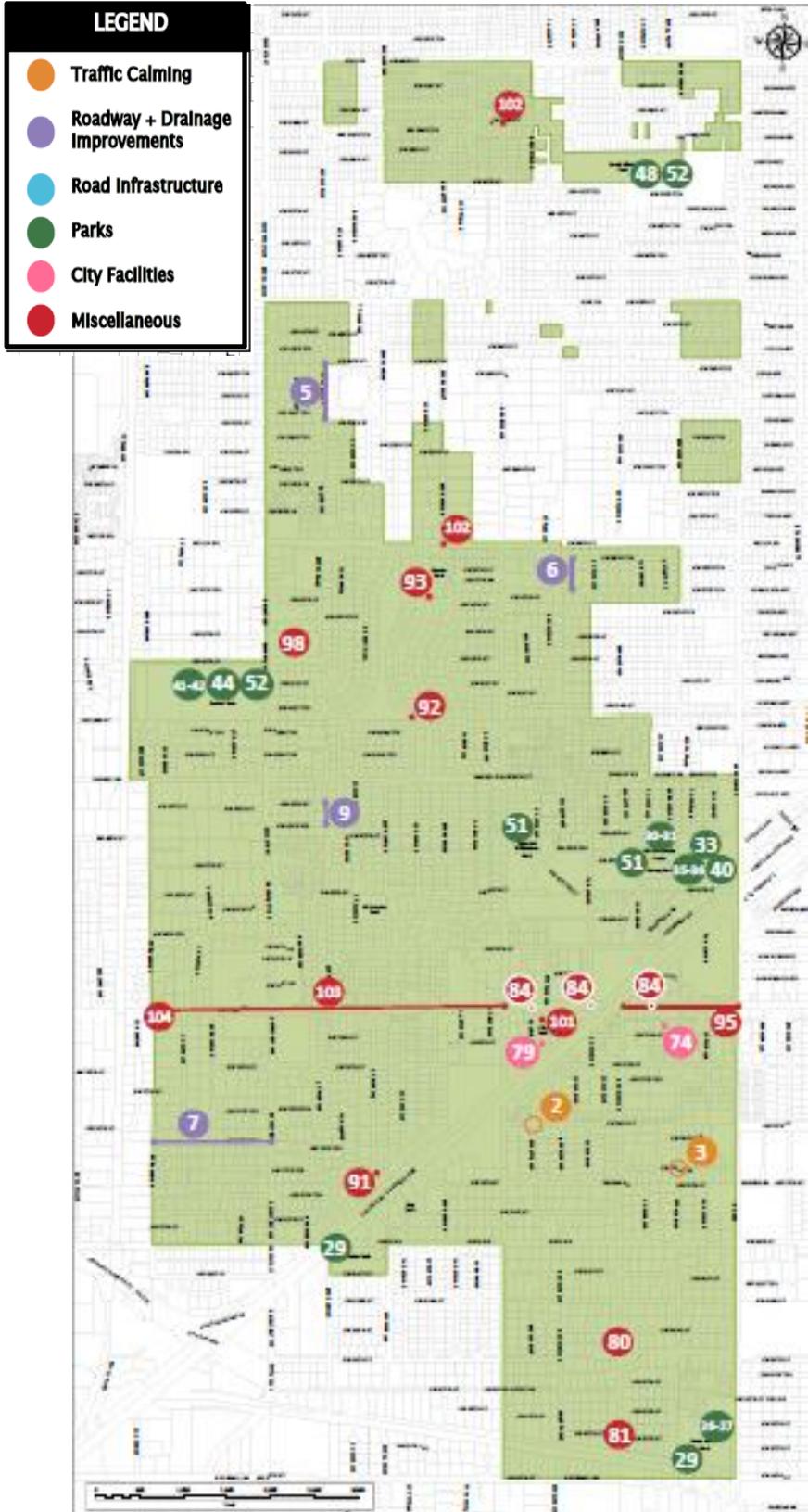
The City of South Miami uses Government Accounting Standards Board (GASB) 34 Guidance in defining capital assets and depreciation.

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

Item	Tracking and Inventory	Capitalize and Depreciate
Land	\$1	Capitalize only
Land Improvements	\$1	\$100,000
Building	\$1	\$100,000
Building Improvements	\$1	\$100,000
Construction in Progress	\$1	Capitalize only
Machinery and Equipment	\$5,000	\$5,000
Vehicle	\$5,000	\$5,000
Infrastructure	\$50,000	\$100,000
Intangibles	N/A	\$100,000

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	ADOPTED FY 24	ESTIMATED EXPENSES FY 24	ADOPTED FY 25	PROJECTED REQUEST FY 26	PROJECTED REQUEST FY 27	PROJECTED REQUEST FY 28	PROJECTED REQUEST FY 29
<b>TRAFFIC CALMING</b>									
1	Miscellaneous Transportation Projects & Traffic Calming	PTP	100,000	100,000	100,000	100,000	100,000	100,000	100,000
2	Traffic Circle Constr. at SW 76 ST & 61 AVE	PTP	150,000		428,000				
3	Traffic Circle Constr. at SW 77 TER & 58 AVE	PTP	150,000		400,000				
4	Traffic Circle Constr. at SW 58 AVE & 82 ST	PTP	150,000						
<b>SUBTOTAL FOR TRAFFIC CALMING</b>			<b>550,000</b>	<b>100,000</b>	<b>928,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>
<b>ROADWAY &amp; DRAINAGE IMPROVEMENTS</b>									
5	Drainage Improvements SW 65 AVE between SW 50 ST to SW 52 ST (Design FY 24 / Construction FY25)	CIP (GF)	170,000	60,560					
		GF			250,000				
		SWDTF	30,000		150,000				
6	Drainage Improvements SW 59th Place from SW 56 Ter to Cul-de-Sac (Design / Construction FY24)	CIP (GF)	170,000	48,987					
		SWDTF	30,000		120,000				
7	Drainage Improvements SW 76 Terr between SW 67 Ave to SW 69 Ave (Design / Construction FY24)	CIP (GF)	170,000	38,875					
		ARPA			194,000				
		SWDTF	30,000		125,000				
8	Stormwater Management Master Plan	SWDTF			100,000				
9	Drainage Improvements SW 65 Ave between SW 64th Street to SW 65th Terrace	SWDTF			45,000				
10	Miscellaneous Drainage Improvements	CIP (GF)		8,369					
		SWDTF			25,000				
<b>SUBTOTAL FOR ROADWAY &amp; DRAINAGE IMPROVEMENT</b>			<b>600,000</b>	<b>156,791</b>	<b>1,009,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>ROAD INFRASTRUCTURE</b>									
11	Citywide Sidewalk Repairs	PTP	50,000	39,380	150,000	10,000	7,500	5,000	5,000
12	Citywide Street Improvements / Resurfacing	PTP	55,000	344,248	600,000	400,000	400,000	400,000	400,000
		LOGT	100,000	100,000	500,000	100,000	100,000	100,000	100,000
13	Road Resurfacing - SW 44 ST & SW 62-61 AVE	PTP	15,500	15,500					
14	Road Resurfacing - SW 42 ST & SW 62 CT to 62 AVE	PTP	12,750	12,750					
15	Road Resurfacing - SW 54 ST & SW 64 AVE to 65 AVE	PTP	13,250	13,250					
16	Road Resurfacing. - SW 66 ST & SW 63 CT to 62 CT	PTP	24,000						
17	Road Resurfacing. - SW 68 ST & SW 62 CT to 63 CT	PTP	22,500	22,500					
18	Road Resurfacing- SW 85 ST & SW 60 AVE to 59 AVE	PTP	25,000	25,000					
19	Road Resurfacing. - SW 58 AVE & SW 84 ST to 85 ST	PTP	14,500	14,500					
20	Road Resurfacing - SW 69 TR & SW 67 AVE to 68 AVE	PTP	16,500	16,500					
21	Road Resurfacing. - SW 64 CT & SW 74 ST to Street end	PTP	18,500	18,500					
22	Road Resurfacing. - SW 62 PL & SW 72- 74 ST	PTP	25,000	25,000					
<b>SUBTOTAL FOR ROAD INFRASTRUCTURE</b>			<b>392,500</b>	<b>647,128</b>	<b>1,250,000</b>	<b>510,000</b>	<b>507,500</b>	<b>505,000</b>	<b>505,000</b>

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	PROJECT DESCRIPTION	SOURCE	ADOPTED FY 24	ESTIMATED EXPENSES FY 24	ADOPTED FY 25	PROJECTED REQUEST FY 26	PROJECTED REQUEST FY 27	PROJECTED REQUEST FY 28	PROJECTED REQUEST FY 29
<b>PARKS</b>									
23	Citywide Park Improvements (Standardize Park Furniture (i.e. benches, trash cans, picnic tables, grills)	PFIF	250,000	150,000	200,000	250,000	250,000	250,000	250,000
24	10-Year (2026-2035) Citywide Parks & Recreation Master Plan Study	PFIF			150,000				
25	Dante Fascell Park - Tennis Clay Court Resurfacing	PFIF	90,000	84,470					
26	Dante Fascell Community Building & Civil	CIP (GF)	2,000,000		3,340,000				
		ARPA	1,000,000						
27	Dante Fascell Trail & (2) Pickleball Courts with Lighting	CIP (GF)			590,000				
28	Dante Fascell Park-Replace Outdated Outdoor Fitness Equipment	PFIF	50,000						
29	Dante Fascell & Fuchs Park Renovation of Outdoor Volleyball Facilities	PFIF			75,000				
30	GBCC - Fitness Center Equipment Replacement	PFIF			15,000				
		CIP (GF)	10,000	10,742		15,000	15,000	15,000	10,000
31	GBCC - Replace 1st Floor Tile	PFIF			75,000				
32	GBCC - Mold Remediation & HVAC Study	CIP (GF)		250,000					
33	Murray Park Aquatic Center - New Impeller/Pump Housing	PFIF			15,000				
34	Murray Park Aquatic Center - New Pool Heaters (2) & 1 Bathroom Heater (1)	CIP (GF)	30,000	19,489					
35	Murray Park Aquatic Center - Resurface Pool	PFIF			85,000				
36	Murray Park Aquatic Center - Perimeter Bollard Lighting	PFIF			50,000				
37	Murray Park - Replace/Repair Ball Field Fencing	ARPA	65,000	26,671					
38	Murray Park - Retrofit Field Lighting to LED	PFIF	300,000	165,000					
39	Murray Park-Basketball Court Resurfacing & New Natural Playing Turf	PFIF	140,000	27,860					
40	Murray Park-Natural Grass Renovation	FRDAP			50,000				
41	Palmer Park Master Plan	PFIF			75,000				
42	Palmer Park - Retrofit Field Lighting to LED	ARPA		605,000					
		PFIF		50,000					
43	Palmer Park - Design Plans for Facility Structural & Reroof Improvements	CIP (GF)	30,000						
44	Palmer Park - Laser-Grade Fields	CIP (GF)	45,000					45,000	45,000
		FRDAP			50,000				
45	Palmer Park-New Natural Playing Turf	ARPA	435,600						
46	South Miami Park - Restroom w/ Concession Stand Building (construction)	CIP (GF)		1,100,000					
		ARPA		1,500,000					
47	South Miami Park - Artificial Turf Improvements	CIP (GF)	3,700,000	3,103,260					
48	South Miami Park - Design Study for Parking Lot & Drainage Improvements	PFIF	75,000	133,960					
49	South Miami Park-Perimeter Landscape Hedge	PFIF		100,000					
50	South Miami Park - Picnic Facilities - Design & Construction	ARPA		472,243					

continued



	PROJECT DESCRIPTION	SOURCE	ADOPTED FY 24	ESTIMATED EXPENSES FY 24	ADOPTED FY 25	PROJECTED REQUEST FY 26	PROJECTED REQUEST FY 27	PROJECTED REQUEST FY 28	PROJECTED REQUEST FY 29
<b>PARKS</b> <i>continued</i>									
51	Convert existing security camera system (GBCC, Aquatic Center & Marshall Williamson)	PFIF			60,000				
52	New security camera system (South Miami Park & Palmer Park)	PFIF			75,000				
53	Fully Inclusive Playground Components	ARPA		25,230					
		PFIF		8,500					
54	Brewer Park-Hard Court Resurfacing	ARPA		79,882					
55	Marshall Williamson-Tennis Court Resurfacing	ARPA		39,982					
56	Marshall Williamson-Outdoor Fitness Equipment	ARPA	40,000	45,602					
57	Mobley Building Improvements (Plumbing, room enhancements,furniture,etc)	CIP (GF)	75,000	30,000					
58	Improvements for Bay 1 of Mobley building for Classroom environment/Entrepreneur Program	CIP (GF)	40,000	31,372					
<b>SUBTOTAL FOR PARKS</b>			<b>8,375,600</b>	<b>8,059,263</b>	<b>4,905,000</b>	<b>265,000</b>	<b>265,000</b>	<b>310,000</b>	<b>305,000</b>
<b>FLEET REPLACEMENT</b>									
59	Police Vehicles and Equipment (5 Vehicles)	CIP (GF)	430,000	420,000		330,000	330,000	330,000	330,000
		ARPA			361,952				
60	Police Side by Side Special Events Vehicle	ARPA			20,911				
61	Police Motorcycle(2)	ARPA			58,689				
62	Rescue Vehicle	LEFTF				350,000			
63	Police Trailer- Speed/Message Board/License Plate Reader	CIP (GF)	65,000	60,000					
64	Public Works Pick-up Truck w/Lift Gate (Replacement)	CIP (GF)	35,000						
		ARPA			43,894				
65	Public Works Garbage Truck (Replacement 2009)	ARPA			443,536				
	Public Works Side by Side	CIP (GF)		20,000					
66	P&R Dept. 16-Passenger Bus for Senior Center	CIP (GF)	150,000	146,612					
67	P&R Dept. Pickup Vehicle & Wrap	CIP (GF)	50,000	43,894					
		PFIF			55,000				
68	P&R Dept. Passenger 1 Van	PFIF			60,000				
69	P&R Tractor w/ Loader	PFIF			50,000				
70	P&R Utility Turf Cart	PFIF			20,000				
71	Trash Crane for Public Works	CIP (GF)	235,000	247,210					
72	Development Services Vehicles (3 vehicles)	ARPA			89,272				
<b>SUBTOTAL FOR FLEET REPLACEMENT</b>			<b>965,000</b>	<b>937,716</b>	<b>1,203,254</b>	<b>680,000</b>	<b>330,000</b>	<b>330,000</b>	<b>330,000</b>
<b>CITY FACILITIES</b>									
73	Sylva Martin - Air Conditioner Replacement	CIP (GF)	20,000	18,985					
74	SM Parking Garage-General Improvements & Wayfinding signage	CIP (GF)	250,000	277,395	200,000	535,000			
		CIP (GF)			80,000				
75	Palmer Park Reroof (restroom/concession area)	CIP (GF)	25,000						

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	PROJECT DESCRIPTION	SOURCE	ADOPTED FY 24	ESTIMATED EXPENSES FY 24	ADOPTED FY 25	PROJECTED REQUEST FY 26	PROJECTED REQUEST FY 27	PROJECTED REQUEST FY 28	PROJECTED REQUEST FY 29
<b>CITY FACILITIES</b> <i>continued</i>									
76	Public Works Tank Replacement	CIP (GF)				600,000			
77	New A/C unit for the Parking Garage	CIP (GF)	10,000	6,000					
78	New A/C for the City Hall Second Floor	CIP (GF)	10,000						
79	Sylva Martin/Development Services- interior replacement of partitions and desks	CIP (GF)							
<b>SUBTOTAL FOR CITY FACILITIES</b>			<b>315,000</b>	<b>302,380</b>	<b>280,000</b>	<b>1,135,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>MISCELLANEOUS</b>									
80	Sub-Area K Septic to Sewer Improvements (to connect +160 homes)	CIP (GF)							
		EPA			1,750,000				
81	Sewer of Sub-Area K for Sewer into Dante Fascell Community Bldg (to connect 42 homes & construct pump station)	FDEP	1,800,000	1,800,000					
		GOB	519,000	519,000					
		CIP (GF)		135,240					
82	Citywide Directional Street Signs Replacement	PTP	10,000	7,500	10,000	10,000	10,000	10,000	10,000
83	Bus Shelter west side of SW 62nd Ave near South Miami Senior Center	PTP	55,000						
84	Internally Illuminated Pavement Markers Sunset Dr & SW 61 CT /City Hall/59 PL/58 Ct	PTP	50,000	41,224	125,000				
85	Surface Lot B - SW 58th Ave & SW 71st Street - New Lighting	CIP (GF)	65,000						
86	Citywide Tree Replacement Trust Fund	TTF	25,000		160,000	25,000	25,000	25,000	25,000
87	Citywide Landscape Program/Master Plan (Planning / Construction) & Right-of-way beautification and landscaping	CIP (GF)	200,000	1,000	400,000				
		ARPA		168,000					
88	Art and Sculpture Installations	CIP (GF)	100,000	100,000	100,000				
89	Citywide Striping	PTP	20,000	26,588	20,000	20,000	20,000	20,000	20,000
90	Signage for Community Rating System	CIP (GF)	15,000	15,000	10,000	10,000	5,000	5,000	5,000
91	Manor Lane Culvert Replacement / SW 64th CT over Twin Lakes Drive - Design	ARPA							
		FDEP			235,000				
		CIP (GF)	800,000	33,663	1,900,000				
92	Bridge Repairs at SW 63rd Court over Twin Lake Canal just North of SW 62nd Terr	ARPA		135,486					
		CIP (GF)		3,919	750,000				
93	Culvert Replacement over Broad Canal at SW 58th Street between SW 63rd Court and SW 57th Drive (Design FY24, Construction FY25)	CIP (GF)		94,146	500,000				
94	Culvert Inspection at Sunset Dr	CIP (GF)		4,950					
95	Sunset DR between US-1 and SW 57 - Pedestrian Lighting Design/Roadway & Beautification Project/Town Center Improvements Including Plusurbia Placemaking Project (Phase1-4)	CIP (GF)	175,000	342,650	1,778,294				
		PLEX		250,000					
		FDOT	787,500			787,500			
96	Holiday Lighting	CIP (GF)	50,000	50,000	25,000	25,000	25,000	25,000	25,000
97	Multi-Sensory Room	CIP (GF)	5,000						
98	Girl Scout Little House Property: Invasive Removal, Landscaping and Parking Improvements	PFIF	75,000		250,000				
99	Tire Changing Machine (Motor Pool)	CIP (GF)	14,000	13,000					
100	Commission Chambers Seating and Flooring Upgrades	CIP (GF)	50,000	50,148					

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	PROJECT DESCRIPTION	SOURCE	ADOPTED FY 24	ESTIMATED EXPENSES FY 24	ADOPTED FY 25	PROJECTED REQUEST FY 26	PROJECTED REQUEST FY 27	PROJECTED REQUEST FY 28	PROJECTED REQUEST FY 29
<b>MISCELLANEOUS</b> <i>continued</i>									
101	Police Radio Upgrade	CIP (GF)			735,000				
102	Pedestrian Crossing from Brewer Park to North Neighborhood at SW 56th Street & SW 63rd Ave and at SW 42nd Street crossing SW 62nd Avenue	CIP (GF)	75,000		150,000				
103	Sunset Drive Landscape & Beautification from 69th to 62 Avenue	CIP (GF)			400,000				
104	Gateway Entry Sign (West)-Design & Construction	CIP (GF)						250,000	
105	Restroom Trailer for South Miami Park	CIP (GF)			70,000				
<b>SUBTOTAL FOR MISCELLANEOUS</b>			<b>4,890,500</b>	<b>3,791,514</b>	<b>9,368,294</b>	<b>877,500</b>	<b>85,000</b>	<b>335,000</b>	<b>85,000</b>
<b>TOTAL CAPITAL IMPROVEMENTS BY YEAR</b>			<b>\$16,088,600</b>	<b>\$13,994,792</b>	<b>\$18,943,548</b>	<b>\$3,567,500</b>	<b>\$1,287,500</b>	<b>\$1,580,000</b>	<b>\$1,325,000</b>



### CAPITAL IMPROVEMENT PLAN FUND SUMMARY

CODE	SOURCE OF FUNDS	ADOPTED FY 24	ESTIMATED EXPENSES FY 24	ADOPTED FY 25	PROJECTED REQUEST FY 26	PROJECTED REQUEST FY 27	PROJECTED REQUEST FY 28	PROJECTED REQUEST FY 29
<b>CIP (GF)</b>	Capital Improvement Fund (Funded from GF)	9,269,000	6,785,466	<b>11,028,294</b>	1,515,000	375,000	670,000	415,000
<b>GF</b>	General Fund	0	0	<b>250,000</b>	0	0	0	0
	Planning Contractual Service Expense	0	250,000	<b>0</b>	0	0	0	0
<b>FRDAP</b>	FL Recreation Dev. Assistance Program	0	0	<b>100,000</b>	0	0	0	0
<b>FDEP</b>	Florida Dept. of Environmental Protection	1,800,000	1,800,000	<b>235,000</b>	0	0	0	0
<b>EPA</b>	U.S. Environmental Protection Agency	0	0	<b>1,750,000</b>	0	0	0	0
<b>GOB</b>	MDC General Obligation Bond	519,000	519,000	<b>0</b>	0	0	0	0
<b>LEFTF</b>	Law Enforcement Forfeiture Trust Fund	0	0	<b>0</b>	350,000	0	0	0
<b>LOGT</b>	Local Option Gas Tax	100,000	100,000	<b>500,000</b>	100,000	100,000	100,000	100,000
<b>PTP</b>	People Transportation Plan	977,500	722,440	<b>1,833,000</b>	540,000	537,500	535,000	535,000
<b>SWDTF</b>	Stormwater Drain Trust Fund	90,000	0	<b>565,000</b>	0	0	0	0
<b>FDOT</b>	Florida Department of Transportation	787,500	0	<b>0</b>	787,500	0	0	0
<b>TTF</b>	Tree Trust Fund	25,000	0	<b>160,000</b>	25,000	25,000	25,000	25,000
	Park Impact fund	980,000	719,790	<b>1,310,000</b>	250,000	250,000	250,000	250,000
<b>ARPA</b>	American Rescue Plan Act	1,540,600	3,098,096	<b>1,018,254</b>	0	0	0	0
<b>TOTAL CIP BY YEAR</b>		<b>\$16,088,600</b>	<b>\$13,994,792</b>	<b>\$18,943,548</b>	<b>\$3,567,500</b>	<b>\$1,287,500</b>	<b>\$1,580,000</b>	<b>\$1,325,000</b>



## CAPITAL IMPROVEMENT PROGRAM DESCRIPTIONS

Fiscal Year 2025

### **TRAFFIC CALMING**

#### **Traffic Studies & Traffic Calming Devices**

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 City completed the installation of speed humps at two (2) locations as recommended by the citywide traffic study:

- SW 59th Ave between SW 76<sup>th</sup> St and SW 77<sup>th</sup> Terr
- SW 59th Ave between SW 74<sup>th</sup> Ter and SW 76<sup>th</sup> ST

And two traffic circles are schedule for FY 2024 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



The City will continue to monitor and analyze data with the Police Department for any new requests for traffic calming devices.

### **ROADWAY & DRAINAGE IMPROVEMENTS**

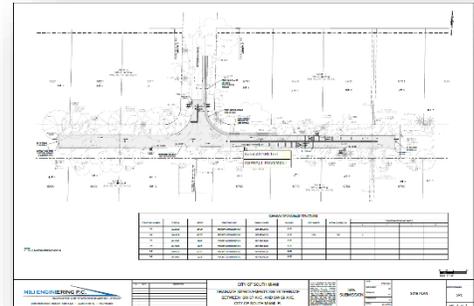
#### **Drainage Improvements at SW 65<sup>th</sup> Avenue from SW 50<sup>th</sup> ST to SW 52<sup>nd</sup> Street**

A flooding request was received from residents at SW 65<sup>th</sup> Avenue between SW 50<sup>th</sup> Street and SW 52<sup>nd</sup> Street and is currently under design. Once design is finalized the construction is anticipated to follow in the first quarter of Fiscal Year 2025.



**Drainage Improvements SW 76<sup>th</sup> Terrace from SW 67<sup>th</sup> Avenue to SW 69<sup>th</sup> Avenue**

Construction drawings are being developed and Construction is anticipated to be start first quarter of Fiscal Year 2025 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, milling and paving, pavement markings, signs, RPM's and new performance sod.



**Drainage Improvements SW 59<sup>th</sup> Place and SW 56<sup>th</sup> Terrace**

A flooding request was received from residents at SW 59<sup>th</sup> Place and SW 56<sup>th</sup> Terrace and is currently under design. Once design is finalized the construction is anticipated to follow in the first quarter of Fiscal Year 2025.



**Drainage Improvements at SW 65<sup>th</sup> Avenue between SW 64<sup>th</sup> Street to SW 65<sup>th</sup> Terrace**

A flooding request was received from residents at SW 65<sup>th</sup> Avenue between SW 64<sup>th</sup> Street to SW 65<sup>th</sup> Terrace and will undergo design in Fiscal Year 2025.

**Stormwater Master Plan**

The City will work with one of its engineering firms to provide a Stormwater Master Plan. The Stormwater Masterplan is intended to provide a decision-making tool that facilitates the design of improvements and best management practices to alleviate flooding conditions.

### **Citywide Drainage Cleaning**

The City will continue to provide cleaning and maintenance services for stormwater drainage inlets and systems with truck mounted vacuum units. This service provides quality assurance of the drainage structures 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.



### **ROAD INFRASTRUCTURE**

#### **Citywide Sidewalk Repairs**

The City of South Miami sidewalk network was evaluated using a modified PASER (Pavement Surface Evaluation and Rating) methodology at the segment-level, or block-to-block. Visual observation of the sidewalk conditions was rated by inspection personnel on a scale of 10 (Excellent) to 1 (Failed). Observational factors that influence the rating system include visible distresses (e.g., panel cracking, spalling), vegetation, debris, traversability, and general treatment measure. 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.

A Pavement Management program was developed which consisted of a comprehensive pavement data collection effort using high-speed automated equipment. The Report summarized pavement network condition and provided recommendations on strategies for structuring a pavement management program. The pavement treatment have been prioritized for Fiscal Year 2025.

### **PARKS IMPROVEMENTS**

#### **Citywide Parks Improvements**

This fund serves to address standardizing park furniture citywide (i.e. benches, trash receptacles, picnic tables) and support miscellaneous elements, master plan advancements, and ADA transition improvements (address physical accessibility improvements) throughout the City's Park system. In addition, the fund is used for unforeseen projects, fill gaps for under-funding projects, and new capital improvement initiatives that occur within the fiscal year.

## **10-Year Citywide Parks Master Plan Study**

The intent of conducting this study is to provide a strategic framework for the development and management of the city's parks over the next decade, 2026-2035. It aligns park development with broader city planning objectives, ensuring cohesive growth and enhancement of public spaces. The plan will involve community engagement, prioritize projects, establish maintenance standards, identify funding sources, and ensure that all neighborhoods have access to high-quality parks which promote equity across the city.

### **Dante Fascell Park - Community Building 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 3,500 SF, and features a multipurpose room, concession room with seating area, public restrooms, storage room, and office space.

### **Dante Fascell Park – New Rubber Trail and Pickleball Courts**

This project entails demo of the existing hardball wall and the installation of a new, high-quality rubber trail for walking or running purposes and two (2) new pickleball courts with lights, ultimately designed to enhance community recreation and wellness.



### **Volleyball Facilities for Dante Fascell & Fuchs Park**

This project includes demo of existing facilities and rebuild and installation of one (1) new sand volleyball court for recreational purposes at the park. Basic construction will include site work, court border, subsurface drainage system, gravel drainage base for the top layer of specialty silica sand suitable for exterior beach volleyball.

### **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.





### **Gibson Bethel Community Center – 1st Floor Tile Replacement**

It's time to replace the tile on the first floor of the community center. The current tile is damaged in several spots, and its outdated appearance diminishes the overall look of the community center. Installing new, durable tile will guarantee resilience against heavy foot traffic for years to come, revitalizing the appearance of the community center upon entry.

### **Murray Park Aquatic Center – New Pump Houses**

A new impeller/pump housing unit is needed following the end of the 2024 pool season. This unit will enhance the efficiency of water circulation, ensuring that pool water is consistently filtered and remains clean and clear. All of which is needed to maintain a healthier swimming environment.

### **Murray Park Aquatic Center – Pool Resurface**

Over the course of ten (10) years, small cracks in the pool surface have occurred in multiple areas. Resurfacing is needed to smooth out these imperfections and protect the pool structure from further deterioration.

### **Murray Park Aquatic Center – New Bollard Lighting**

This project consists of installing new bollard lighting along the fence line which enhances safety and security by improving visibility and deterring unauthorized access as well as potential vandalism.

### **Murray Park – Natural Grass Renovation**

Over time the multipurpose green field has become uneven, compacted, and filled with bare spots which increases the risk of injuries to users. Renovation will not only improve aesthetics, the soil structure and drainage system, but also ensure a level and safe playing surface.

### **Palmer Park – Targeted Master Plan Study**

The purpose of this study is to explore overall physical plant design changes and incorporating outdoor facilities located at the adjacent school. Focusing squarely on Palmer Park allows for a detailed and comprehensive analysis of needs, opportunities, and challenges. This targeted approach can result in more effective and tailored improvements in a shorter, manageable timeframe.



### **Palmer Park – Field Light (LED) Conversion**

In effort to save and/or reduce both running and maintenance cost, 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 – Infield Renovations**

Project includes but is not limited to complete renovation of the infields, including baseball lip removal, reconditioning the clay, infield skin repair, laser grading, drainage improvements, pitcher's mound enhancement, and new plates and circle repairs.

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

For contract design purposes, new parking lot improvements entail resurfacing, striping and marking, lighting, directional signage and traffic calming devices, drainage improvements, accessibility upgrades, entrance gate enhancements on 58<sup>th</sup> Avenue, and increase parking capacity within the current footprint.

### **Multiple City Parks - Security Camera System Conversions**

The proposed project involves transitioning the current video camera system located at the Gibson-Bethel Community Center to a new, advanced platform to significantly improve surveillance capabilities and operational efficiency. The new standardized system will allow local law enforcement to view the city's parking garage and parks on one platform, facilitating faster and more effective incident response, thereby boosting the overall safety and security of the park.



### **Multiple City Parks – New Security Camera System**

The proposed installation of security video cameras at South Miami Park and Palmer Park aims to enhance safety and provide a secure environment for all visitors. Strategically placed at key locations, these cameras will record activities, deterring potential criminal behavior and ensuring quick response in case of emergencies.



## **FLEET REPLACEMENT**

### **Police Dept. Five Outfitted Vehicles**

Replacement of five patrol vehicles that have either reached the end of their service life or have been involved in crashes, ensuring continued operational efficiency and safety.

### **Police Dept. Side by Side Special Events Vehicle**

Adding a side-by-side vehicle to the fleet will allow for efficient maneuvering around city events, ensuring safety and improving logistical operations.

### **Police Dept. Two Police Motorcycles**

Adding two motorcycles to the fleet will support the new motorcycle unit within the police department, enhancing mobility and response times.

### **Public Works Dept. Pickup Truck w/ Lift Gate**

Replacing the pickup truck is necessary for the Public Works Department due to its high mileage and associated wear.

### **Public Works Garbage Truck**

We are acquiring a new garbage truck to replace an older vehicle, ensuring improved reliability and efficiency in waste management services.

### **Development Services Dept. Three Vehicles**

Updating of out of date vehicles for the Development Services Department.

### **P&R Dept. Pickup Vehicle & Wrap**

The current F-250 Pickup Truck (2001) requires replacement due to high mileage (173,000), a twisted bed, rusted frame, and damaged body. The truck also experienced engine power loss in the past year.

### **P&R Passenger Van Replacement**

Van #2684 (2008) requires replacement due to a malfunctioning gear display, problems w/ transmission, a/c failure, exterior rust w/ holes, interior seating damage, missing door seal.



### **P&R Tractor with Loader**

The acquisition of a new tractor is essential for efficient field and infield maintenance such as dragging operations. The transmission blew on the 2005 Holland tractor. A new tractor will ensure consistent, high-quality field conditions, enhancing the safety and playability for patrons.

### **P&R Utility Cart**

A new utility vehicle is essential for effective turf maintenance at South Miami Park. The proposed vehicle will allow our maintenance team to transport equipment and supplies quickly and reliably across the park as well as conduct necessary maintenance such as towing field sweep equipment for fast debris collection.

## **CITY FACILITIES**

### **South Miami Parking Garage**

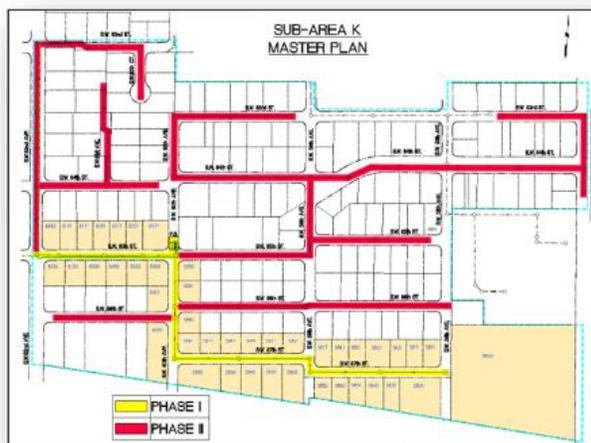
A study was completed in FY 2023 to assess the need for any structure and joint repairs as well as any preventive maintenance that may be conducted on the newly acquired South Miami Municipal Parking Garage in an effort to extend its useful life and mitigate future potential issues and costs. The critical and priority 1 repairs were completed, and the priority 2 repairs will be schedule for completion.



**MISCELLANEOUS**

**Sub-Area K Septic to Sewer Improvements (to connect +160 homes)- Phase 2**

This project will connect approximately 160 homes with a new public sanitary system. This is the second phase of the Sanitary sewer improvement project in Sub-Area K. Existing properties are currently served by septic tank systems that are negatively impacting the City's groundwater/drinking water.



**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.





### **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 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.

### **Citywide Landscaping Master Plan & 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.

### **Dante Fascell Park – Art Sculptures**

This project entails the installation of newly donated sculptures at Dante Fascell Park. These funds will cover essential costs, including engineering plans to ensure structural integrity, necessary permitting to comply with local regulations, the construction of stable foundations to support the sculptures, and landscape and lighting enhancements.



### **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 on the design 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. Construction is estimated for Fiscal Year 2025.



### Bridge Repairs at SW 63<sup>rd</sup> Court over Twin Lake Canal just North of SW 62<sup>nd</sup> Terrace

The City of South Miami is working on the design to repair the bridge north support that has been damaged by the ongoing erosion of the bridge north abutment. The south side of the bridge support appears to be complete over the water lines; however, the inspectors encountered a deep erosion at the bottom which shows that the edge of the limestone in cantilever. The northwest corner of the bridge is presently unsupported due to a complete loss of the limestone block. Until completion of the repairs the southbound direction of the bridge must remain closed. The bridge was restricted from truck use and the southbound lane was blocked over the bridge to restrict traffic to the northbound direction only while Construction drawings are developed, and repairs are made. Design is on-going and construction is estimated for Fiscal Year 2025.



### **Culvert Replacement over Broad Canal at SW 58<sup>th</sup> Street between SW 63<sup>rd</sup> Court and SW 57<sup>th</sup> Drive**

The city completed an inspection that indicated the existing 48-inch culvert located over Broad Canal along SW 58th Street between SW 63<sup>rd</sup> Court and SW 57<sup>th</sup> Drive is structurally deficient and needs to be replaced. The city is working on design plans for the culvert replacement.



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

The project will consist of the beautification of Sunset Drive (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 FY 2024. The new commission was not amicable to the elements of the project and requested to have an urban planning completed for the corridor. The City has also requested that the Florida Department of Transportation move the construction and CEI awards from FY 2024 to FY 2026 in order to provide the timeline to finalize the urban plan and new design. Coordination of this effort is ongoing.

### **Girl Scout Little House Property: Invasive Removal, Landscaping and Parking Improvements**

The City is looking to other entities which may help in the endeavor to remove existing invasive vegetative species. Furthermore, the City is currently working with the Girl Scouts on possibly modifying the existing lease agreement which will grant access to the residents, hence some much needed landscaping for everyone's enjoyment. Lastly, the City will be looking to perhaps improve the make-shift gravel parking lot along SW 67 Avenue to provide much needed parking for visitors of Palmer Park.



**Pedestrian Crossing from Brewer Park to North Neighborhood at SW 56<sup>th</sup> Street & SW 63<sup>rd</sup> Avenue and at SW 42<sup>nd</sup> Street Crossing SW 62<sup>nd</sup> Avenue**

The city is in the process of planning a crossing at SW 56<sup>th</sup> Street and SW 63<sup>rd</sup> Avenue and at SW 42<sup>nd</sup> Street and SW 62<sup>nd</sup> Avenue. Coordination meetings were held with Miami-Dade County Department of Transportation and Public Works to discuss scope and requirements. MDC- DTPW indicated a traffic study would be required to warrant the Pedestrian Crossing, and the study would need to include pedestrian counts. MDC- DTPW also mentioned the they would like to see connectivity to the north which most probably will require the construction of additional sidewalk north of SW 56<sup>th</sup> Street and along SW 63<sup>rd</sup> Avenue or along SW 56<sup>th</sup> Street to SW 62<sup>nd</sup> Avenue.

**Sunset Drive Landscape & Beautification from 69<sup>th</sup> to 62<sup>nd</sup> Avenue**

The city will re-evaluate the 2020 original project to remove the existing black olives and provide landscape improvement utilizing the US-1 corridor plant palette for design.





**GENERAL FUND BUDGET**



FY 2025 GENERAL FUND REVENUES

ACCT NO.	ACCOUNT CLASSIFICATION	ACTUAL FY 22	ACTUAL FY 23	BUDGET FY 24	ESTIMATE FY 24	ADOPTED FY 25	
<b>TAXES</b>							
<b>PROPERTY TAXES</b>							
0010000	3111000	AD VALOREM TAXES	8,592,925	8,832,621	9,817,571	9,817,571	10,658,492
0010000	3112000	AD VALOREM DELINQUENT	118,389	135,068	35,000	35,000	35,000
			<b>8,711,314</b>	<b>8,967,689</b>	<b>9,852,571</b>	<b>9,852,571</b>	<b>10,693,492</b>
<b>UTILITY TAXES</b>							
0010000	3141000	UTILITY TAX-ELECTRIC	1,517,367	1,718,531	1,530,000	1,741,479	1,700,000
0010000	3144000	UTILITY TAX - GAS	39,542	38,313	35,000	50,000	40,000
0010000	3149000	UTILITY TAX - MDC WATER	235,225	277,122	275,000	249,756	250,000
0010000	3150000	UNIFIED COMM SERVICES TAX	411,059	389,081	400,000	376,884	372,265
			<b>2,203,193</b>	<b>2,423,047</b>	<b>2,240,000</b>	<b>2,418,119</b>	<b>2,362,265</b>
<b>BUSINESS TAXES</b>							
0010000	3161000	LOCAL BUSINESS TAX-RENEWALS	591,514	595,332	585,000	613,490	600,000
0010000	3162000	LOCAL BUSINESS TAX NEW	79,946	80,500	90,000	83,388	80,000
0010000	3162100	BUSINESS TAX TRANSFER FEES	2,210	2,406	2,000	3,000	2,500
			<b>673,670</b>	<b>678,238</b>	<b>677,000</b>	<b>699,878</b>	<b>682,500</b>
<b>FRANCHISE TAXES</b>							
0010000	3231000	ELECTRICITY	1,245,185	1,402,557	1,250,000	1,440,000	1,400,000
0010000	3234000	GAS	39,887	47,473	35,000	50,000	50,000
0010000	3421021	TOWING ADMIN FEE	2,725	2,280	2,400	3,000	2,500
0010000	3434200	PRIVATE HAULERS PERMIT FEE	726,544	792,854	703,500	750,000	760,000
0010000	3623000	BUS BENCH ADS	9,360	8,580	9,360	8,000	8,000
			<b>2,023,701</b>	<b>2,253,744</b>	<b>2,000,260</b>	<b>2,251,000</b>	<b>2,220,500</b>
<b>TOTAL TAXES</b>			<b>13,611,878</b>	<b>14,322,718</b>	<b>14,769,831</b>	<b>15,221,568</b>	<b>15,958,757</b>
<b>LICENSES &amp; PERMITS</b>							
0010000	3163000	LOBBYIST REGISTRATION FEE	13,000	25,500	15,000	25,000	20,000
0010000	3221000	BUILDING PERMITS	1,432,559	2,004,188	1,005,000	2,800,000	1,500,000
0010000	3221500	PUBLIC WORKS PERMITS	21,553	42,186	22,000	32,000	25,000
0010000	3293000	GARAGE SALES	420	660	500	260	200
0010000	3419030	CERT OF USE/OCCUPANCY	23,325	20,650	17,000	17,000	20,000
<b>TOTAL LICENSES &amp; PERMITS</b>			<b>1,490,857</b>	<b>2,093,185</b>	<b>1,059,500</b>	<b>2,874,260</b>	<b>1,565,200</b>

continued



ACCT NO.		ACCOUNT CLASSIFICATION	ACTUAL FY 22	ACTUAL FY 23	BUDGET FY 24	ESTIMATE FY 24	ADOPTED FY 25
<b>INTERGOVERNMENTAL REVENUE</b>							
0010000	3121000	LOCAL OPTION TAXES	185,281	190,039	190,000	190,000	180,049
0010000	3315000	FED GRANT-FEMA REIMBURSEMENTS	0	4,335	0	0	0
0010000	3301000	OTHER FIN ASSIST FED-CARES ACT	0	0	0	0	0
0010000	3345000	STATE GRANT-FDEM REIMBURSEMENT	0	39,331	0	0	0
0010000	3351012	STATE REVENUE SHARING	519,898	547,833	516,427	506,878	517,166
0010000	3351015	ALCOHOLIC BEVERAGE LICENS	12,839	18,962	16,000	17,000	17,000
0010000	3351018	LOCAL GOVT 1/2 C SALES TX	1,272,077	1,290,340	1,181,515	1,258,852	1,222,939
0010000	3382000	COUNTY LOCAL BUSINESS TAX	15,485	15,499	15,000	15,000	15,000
<b>TOTAL INTERGOVERNMENTAL REVENUE</b>			<b>2,005,580</b>	<b>2,106,338</b>	<b>1,918,942</b>	<b>1,987,730</b>	<b>1,952,154</b>
<b>CHARGES FOR SERVICES</b>							
0010000	3412000	ZONING HEARING FEES	33,220	142,025	35,000	25,000	30,000
0010000	3413000	ENVIRON REVW & PRESVT BRD	50,624	45,923	40,000	35,634	35,000
0010000	3413001	LIEN SEARCH FEES	19,988	12,415	15,000	14,464	15,000
0010000	3413002	SPECIAL EVENTS	7,263	3,070	3,000	3,200	3,500
0010000	3419051	BACKGROUND NOTARY&COPIES	23,528	26,478	23,000	35,000	25,000
0010000	3421010	POLICE SERVICES	56,671	39,654	35,000	39,275	25,000
0010000	3421025	SCHL CRSNG GRDS- CTY REIM	21,851	20,860	20,000	20,000	20,000
0010000	3434100	SOLID WASTE CHARGES	-206	26,633	30,000	28,000	30,000
0010000	3445100	PARKING PERMITS	100,296	145,832	140,000	140,036	140,000
0010000	3445200	PARKING METERS FRANCHISE	2,181,445	3,228,079	2,900,000	3,128,104	3,025,000
0010000	3445250	PARKING GARAGE	113,557	235,091	250,000	362,242	300,000
0010000	3445210	VALET PARKING	0	0	0	0	0
0010000	3445220	PARKING FUND REVENUE	21,263	25,371	24,065	24,065	24,065
0010000	3472620	TENNIS COURT FEES	637,496	696,388	660,000	750,000	800,000
0010000	3472630	RECREATION PROGRAM FEES	85,124	96,697	80,000	90,000	95,000
0010000	3472660	CONCESSION STANDS	3,600	3,600	3,600	3,600	3,600
0010000	3541050	ALARM REGISTRATION CHG	29,544	30,505	30,000	30,000	30,000
<b>TOTAL CHARGES FOR SERVICES</b>			<b>3,385,263</b>	<b>4,778,620</b>	<b>4,288,665</b>	<b>4,728,620</b>	<b>4,601,165</b>
<b>FINES &amp; FORFEITURES</b>							
0010000	3419040	CODE ENFORCEMENT FINES	155,310	234,915	60,000	20,000	25,000
0010000	3445300	PARKING VIOLATIONS	650,938	813,607	660,000	750,000	660,000
0010000	3511200	METRO COURT FINES	46,418	32,105	40,000	32,600	30,000
0010000	3511210	RED LIGHT CAMERAS	546,399	465,402	450,000	243,000	460,000
0010000	3511220	SCHOOL ZONE SPEED ENFMT	0	0	0	0	750,000

continued



ACCT NO.		ACCOUNT CLASSIFICATION	ACTUAL FY 22	ACTUAL FY 23	BUDGET FY 24	ESTIMATE FY 24	ADOPTED FY 25
<b>FINES &amp; FORFEITURES</b> <i>continued</i>							
0010000	3540000	VIOLATIONS LOCAL ORDINANCES	18,648	22,409	20,000	20,000	20,000
0010000	3541000	BURGLAR ALARM FINES	31,111	28,573	30,000	25,000	25,000
<b>TOTAL FINES AND FORFEITURES</b>			<b>1,448,825</b>	<b>1,597,010</b>	<b>1,260,000</b>	<b>1,090,600</b>	<b>1,970,000</b>
<b>RENTS &amp; ROYALTIES</b>							
0010000	3472631	MULTIPURPOSE CNTR-RENTAL	32,404	22,181	25,000	25,000	25,000
0010000	3472632	MULTIPURPOSE CNTR-MEMBERSHIP	29,407	28,598	20,000	25,000	25,000
0010000	3472635	REC FEES/MURRAY PARK POOL	16,871	13,169	10,000	10,000	10,000
0010000	3472650	S MIAMI PARK SOCCER	47,463	49,836	25,525	25,526	25,000
0010000	3621100	PARKING GARAGE RENT	11,123	0	0	0	0
0010000	3622000	FASCELL PARK	37,418	32,729	40,000	35,000	35,000
0010000	3625000	RENT C.A.A.	29,810	30,406	31,015	31,015	31,635
0010000	3625010	RENT- MOBLEY BLDG	0	0	0	0	0
0010000	3627500	SOUTH MIAMI MIDDLE SCHOOL	24,145	25,352	26,620	26,265	27,052
0010000	3629000	PALMER PARK RENTALS	18,252	22,685	18,000	18,000	20,000
<b>TOTAL RENTS &amp; ROYALTIES</b>			<b>246,893</b>	<b>224,956</b>	<b>196,160</b>	<b>195,806</b>	<b>198,687</b>
<b>GRANTS, CONTRIBUTIONS, &amp; DONATIONS</b>							
0010000	3669100	DONATION	28,215	12,437	0	83,413	0
<b>TOTAL GRANTS, CONTRIBUTIONS, &amp; DONATIONS</b>			<b>28,215</b>	<b>12,437</b>	<b>0</b>	<b>83,413</b>	<b>0</b>
<b>INTEREST INCOME</b>							
0010000	3112100	AD VALOREM INTEREST	15	0	0	0	0
0010000	3612000	INTEREST INCOME	152,143	770,691	600,000	1,000,000	775,000
<b>INTEREST INCOME</b>			<b>152,158</b>	<b>770,691</b>	<b>600,000</b>	<b>1,000,000</b>	<b>775,000</b>
<b>MISCELLANEOUS REVENUES</b>							
0010000	3669000	HOSPITAL LANDSCAPE REVENUE	6,339	5,695	10,285	10,285	10,003
0010000	3669600	CONTRIB FROM DEVELOP	0	0	250,000	250,000	0
0010000	3693000	SETTLEMENTS	0	7,010	0	0	0
0010000	3695000	REIMB WORKERS COMP.	0	0	0	0	0
0010000	3695400	REIMBT-PUB WORKS LABOR	3,000	1,246	0	8,464	0
0010000	3697000	GAIN/LOSS ON ASSET SALE	32,400	67,153	0	35	0
0010000	3699201	MISC. OTHERS	39,007	60,951	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	33,060	17,542	20,000	20,000	20,000

*continued*



ACCT NO.	ACCOUNT CLASSIFICATION	ACTUAL FY 22	ACTUAL FY 23	BUDGET FY 24	ESTIMATE FY 24	ADOPTED FY 25
<b>MISCELLANEOUS REVENUES</b> <i>continued</i>						
0010000	3699501 SECTION 185 STATE CONTRIB	116,838	165,196	165,197	165,197	190,000
	<b>TOTAL MISCELLANEOUS REVENUES</b>	<b>234,624</b>	<b>328,774</b>	<b>464,462</b>	<b>467,961</b>	<b>238,983</b>
	<b>TOTAL GENERAL FUND</b>	<b>22,604,292</b>	<b>26,234,728</b>	<b>24,557,560</b>	<b>27,649,958</b>	<b>27,259,946</b>
<b>OTHER SOURCES</b>						
0010000	3811000 CONTRIB FROM OTHER FUNDS	1,008	0	0	0	0
0010000	3811500 TRANSFER STORMWATER FUND	150,000	150,000	150,000	150,000	150,000
	<b>TOTAL OTHER FINANCIAL SOURCES</b>	<b>151,008</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>

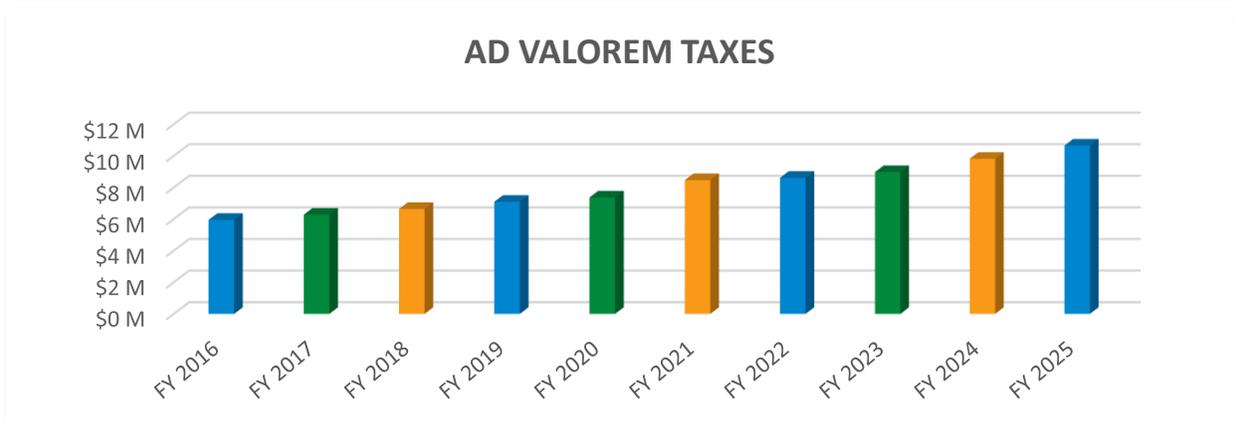


REVENUE PROJECTION RATIONALE

**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 \$2,840,371,000. This valuation represents an 8.57% increase from the FY 2024 level of \$2,616,274,873. The estimated revenue amount is calculated using the tax rate of 3.9500, which is the same as adopted millage rate for FY 2024.



**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>.

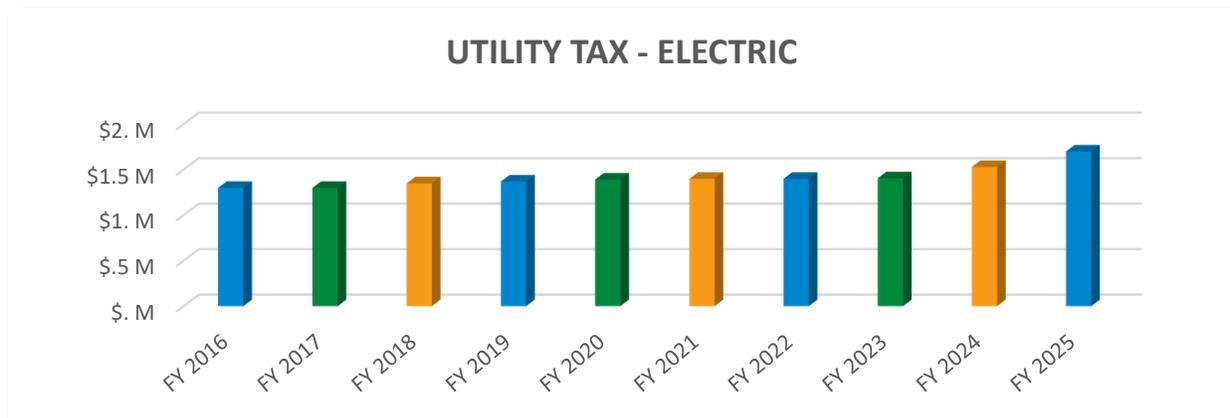
The City normally receives two distributions of Ad Valorem Tax Revenues in November and two



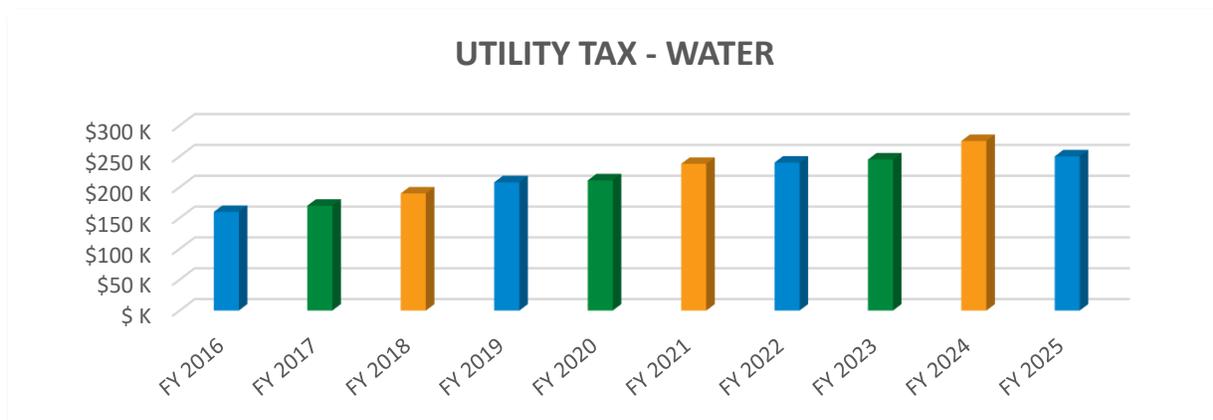
distributions in December and then after monthly. After the tax certificate sale is completed in June and that distribution is made in approximately July, very little Ad Valorem revenue is collected until main tax season commences again in November.

**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%.

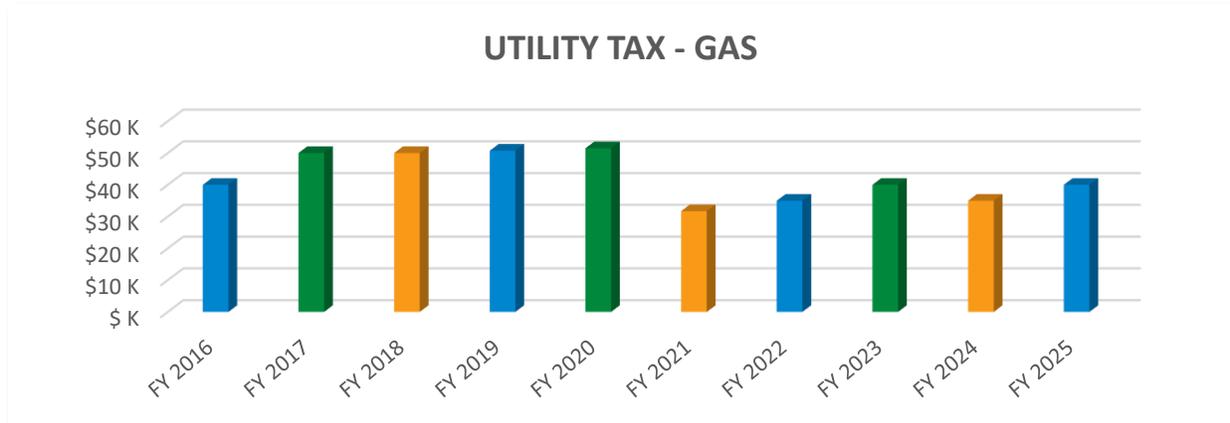


**314.9000 Utility Tax-Water** - Section 166.231(1) (A), Florida Statutes, authorizes a City to collect Public Service or Utility Taxes. The City has established by Ordinance 21-85-1238 utility taxes in the amount of 10% on payments received by the seller of water.



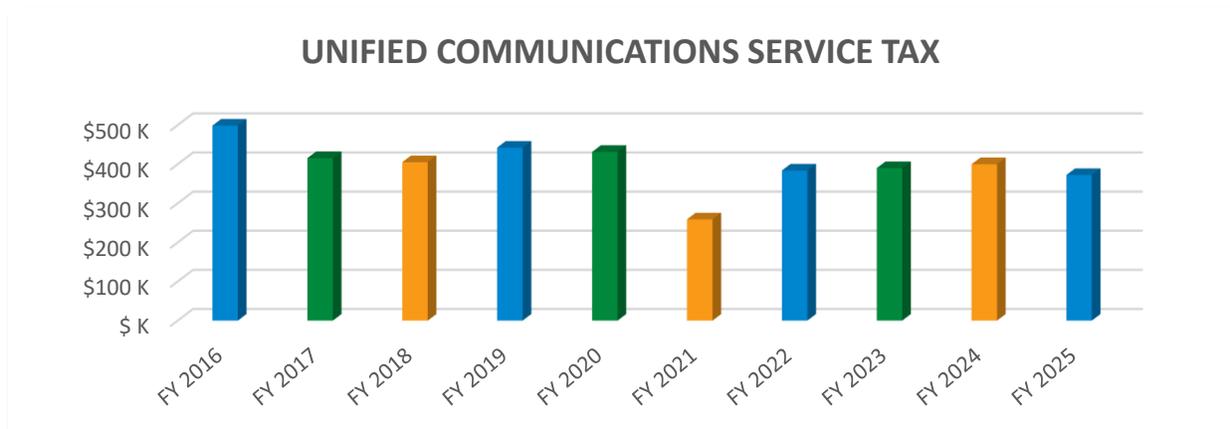
**314.4000 Utility Tax-Gas** - Section 166.231(1) (A), Florida Statutes, authorizes a City to collect Public Service or Utility Taxes. The City has established by Ordinance 21-85-1238 utility taxes in

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.



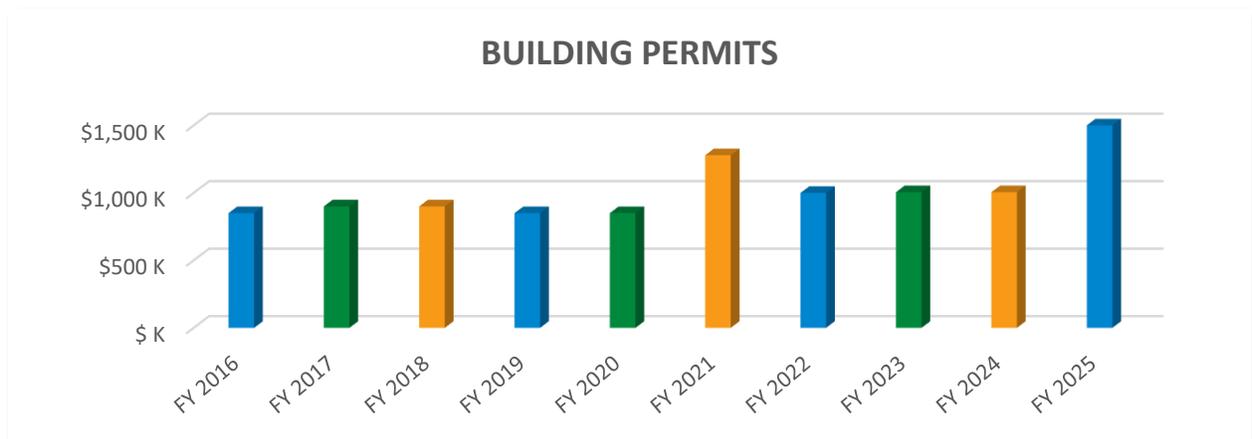
**316.2000 Local Business Tax Receipts-New** - Pursuant to Chapter 205, Florida Statutes, counties and municipalities are authorized to levy a local business tax. The fee paid by new businesses to obtain a local business tax receipt generates revenues in this category.

**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.

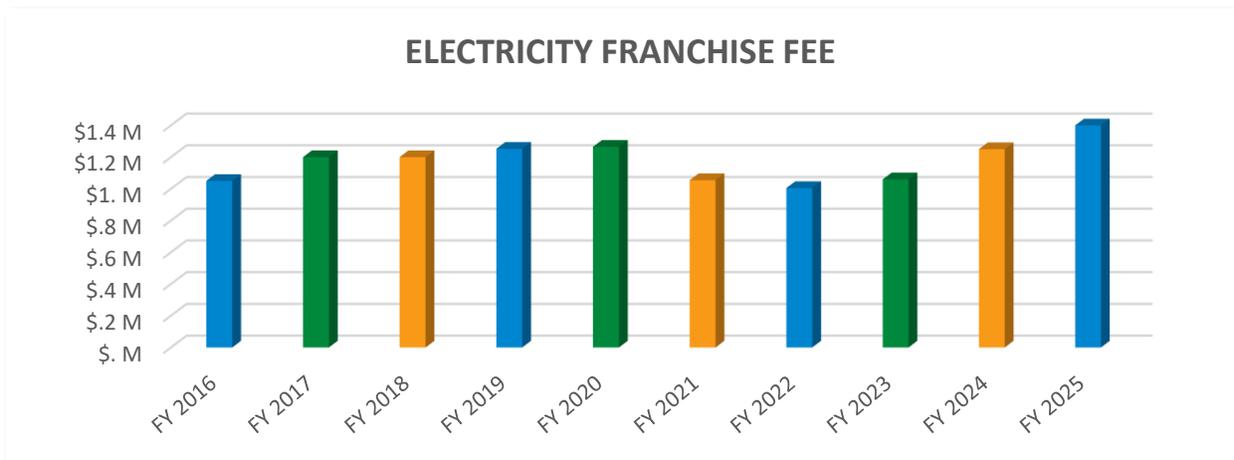
The second method is considering the departments which are involved in helping the Building Department in enforcing the Florida Building Code (City Clerk, City Manager, Finance, Human Resources, etc.), and applying the percentage to the overall expenses of the Department/Divisions in addition to the 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 2025. However, using the second method, because of the anticipated increase in FY 2025 building permit revenue, which includes one large development project, there was a surplus in FY 2025. Based on anticipated expenses, there is a reduction in the surplus amount for FY 2025.

Lastly, the Building Department represents approximately 2.2% of the City’s overall proposed budgeted expenses for FY 2024-2025, which is in-line with the reasonable indirect expenses being calculated to enforce the Florida Building Code as provided in FS. 553.80.

The City in FY 2024 hired a consultant to conduct a Building Permit Fee Study. The Study which incorporates certain revenue usage, may alter the current methods being used to calculate the Building Permit Revenue’s direct and indirect expenses.

**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. Adopted Ordinance 19-14-2197 approving the franchise agreement with FPL provides for a 6% franchise fee.



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

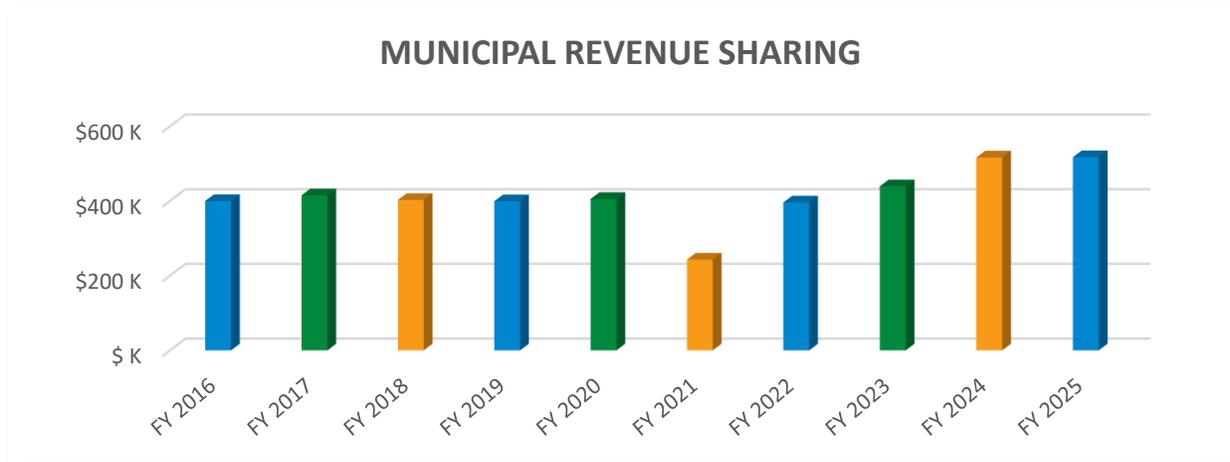


**329.1000 Penalties on Local Business Tax Receipts** - Revenues in this category are generated by the collection of late fees on Local Business Tax Receipts.

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

**INTERGOVERNMENTAL REVENUE**

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

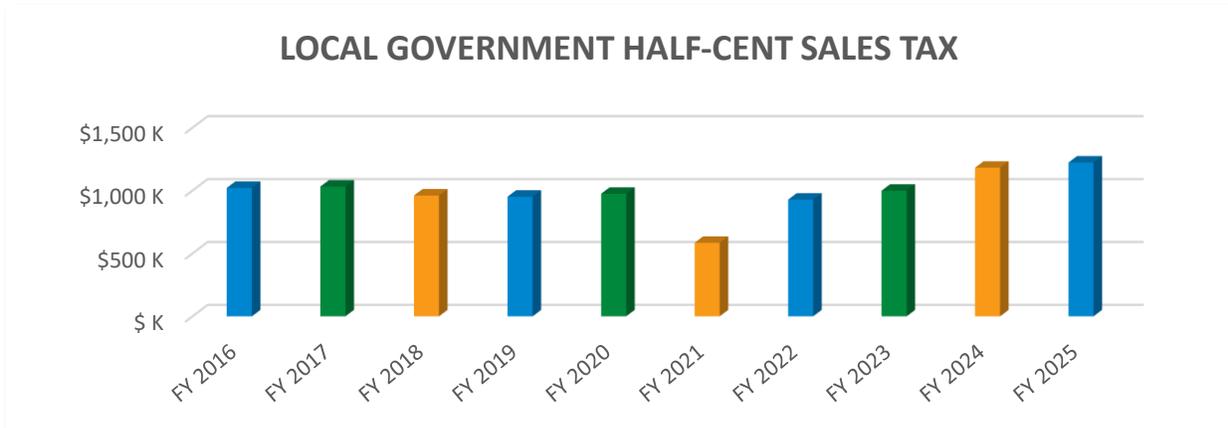


**335.1015 Beverage License** - Various alcoholic beverage license taxes are levied on manufacturers, distributors, vendors, and sales agents of alcoholic beverages in Florida. The tax is administered, collected, enforced, and distributed back to the local governments by the Division of Alcoholic Beverages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

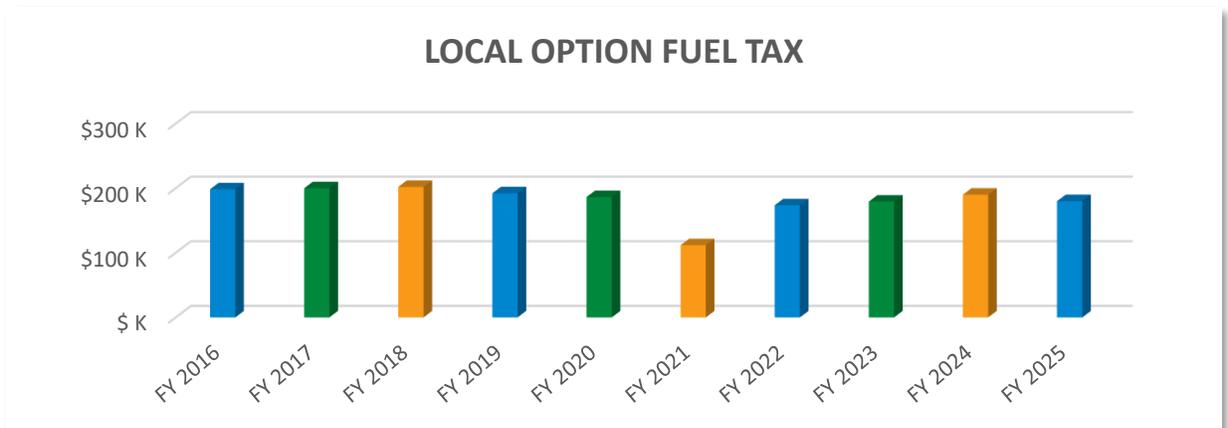
**335.1018 Half-Cent Sales Tax** - Authorized in 1982, the program generates the largest amount of revenue for local governments among the state-shared revenue sources currently authorized by the Legislature. It distributes a portion of state sales tax revenue via three separate distributions



to eligible county or municipal governments. This revenue source represents one-half of the revenue generated by the additional 1% sales tax, which is distributed to counties, and cities based on a per capita formula. The amount budgeted is based on actual collections for the current fiscal year which is provided by the State.



**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**

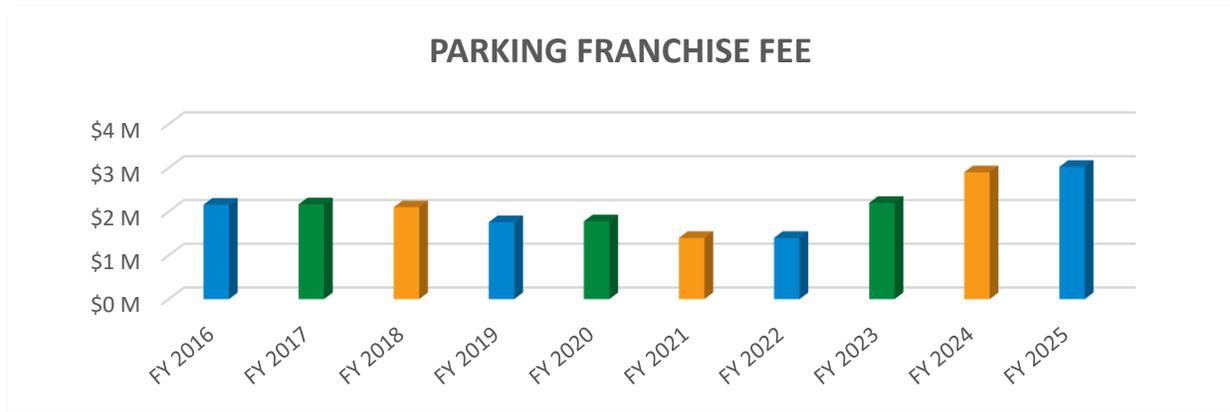
**343.4100 Solid Waste Charges** – Revenues generated from residents which have trash in excess of the allowable amount per cubic yard and the annual charge for having an extra garbage container.

**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 hourly rental of parking spaces. The expected increase in revenue for FY 2024 & FY 2025 is due to the existing demand which has increased due to the opening of a few new businesses and their continued growth, despite the existing construction occurring with the City’s Town Center.



**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 the 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 2023) October 1, 2024– September 30, 2025, = 7.7%, 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 FY 2025 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 39.5% of the total anticipated General Fund revenues in the fiscal year 2025 adopted budget.

The City's 2024 taxable value increased by approximately 8.6 % which is reflected in the FY 2025 adopted budget. Because we anticipate the continued upward trend of property valuations, along with additional expected development, our ad valorem revenues increase by 6% each year over the five-year projection period.

## **Building Permits**

The City is anticipating several major development projects in the near future. Consequently, the expected growth rate in this sector is projected at 5% annually. These upcoming developments are expected to play a crucial role in achieving the city's projected building permit revenue.

## **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 2025.

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 (ERPB) Fee**

Zoning Hearing and ERPB 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 4.7% of total General Fund revenue. The revenue from the communication services tax is estimated to reach \$380,000 in fiscal year 2025, a slight decrease from the prior year of \$400,000. 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 \$1,917,049 for the fiscal year 2025 which accounts for approximately 7% of total General Fund revenues. Some of the major revenues included in this category are half-cent sales tax and state revenue sharing. 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 for FY 2025 when compared to the budgeted revenue for FY 2024. The expected increase is due to new and growing despite the construction with the City's Town Center. 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 2016. There are currently four red light cameras operating in the City. While the City would like to add additional enforcement cameras in the future, none have been approved by Miami-Dade County at this time.

## **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 the 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 59.6% of all General Fund expenditures, at \$15.87 million. All projected increases reflect contractual obligations under the current union contracts.

Medical insurance costs for General Fund employees are approximately \$1.53 million of the City's total adopted FY 2025 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 3.8% of the City's total General Fund expenditures in FY 2025. 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 expenditure is 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 number of monies received based on past agreements. Debt service costs are forecasted to remain relatively stable throughout the five-year period, with the expectation of a reduction as one loan is scheduled to be paid off during this time. This absence of major new bond commitments further contributes to the stability of the forecasted costs.

### **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 forecast 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 2025**

DEPT NO	ACCOUNT CLASSIFICATION	ADOPTED FY 25	PROJECTED FY 26	PROJECTED FY 27	PROJECTED FY 28	PROJECTED FY 29
<b>BEGINNING FUND BALANCE</b>		<b>11,040,890</b>	<b>3,169,685</b>	<b>1,451,599</b>	<b>1,364,696</b>	<b>1,954,026</b>
TAXES						
	PROPERTY TAXES	10,693,492	11,333,702	12,012,296	12,731,577	13,493,986
	UTILITY TAXES	2,362,265	2,409,510	2,457,701	2,506,855	2,556,992
	BUSINESS TAXES	682,500	696,150	710,073	724,274	738,760
	FRANCHISE TAXES	2,220,500	2,264,750	2,309,885	2,355,923	2,402,881
	LICENSES & PERMITS	1,565,200	1,641,504	1,721,584	1,805,628	1,893,834
	INTERGOVERNMENTAL	1,952,154	1,990,897	2,030,415	2,070,723	2,111,838
	CHARGES FOR SERVICES	4,601,165	4,692,707	4,786,080	4,881,320	4,978,465
	FINES AND FORFEITURES	1,970,000	2,009,400	2,049,588	2,090,580	2,132,391
	RENTS & ROYALTIES	198,687	202,661	206,714	210,848	215,065
	GRANTS, CONTRIB., & DONATIONS	0	0	0	0	0
	INTEREST INCOME	775,000	775,000	775,000	775,000	775,000
	MISCELLANEOUS REVENUES	238,983	228,980	233,560	238,231	242,995
	<b>TOTAL</b>	<b>27,259,946</b>	<b>28,245,261</b>	<b>29,292,895</b>	<b>30,390,959</b>	<b>31,542,207</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	146,786	149,722	152,716	155,770	158,886
1200	CITY CLERK	577,910	589,468	601,258	613,283	625,548
1500	CITY ATTORNEY	481,640	491,273	501,098	511,120	521,343
1310	CITY MANAGER	1,148,808	1,171,784	1,195,220	1,219,124	1,243,507
1410	FINANCE DEPARTMENT	1,736,962	1,771,701	1,807,135	1,843,278	1,880,144
1340	INFORM. TECH. DIVISION	643,072	655,933	669,052	682,433	696,082
1320	PROCUREMENT DIVISION	370,533	377,944	385,503	393,213	401,077
1300	ADMINISTRATIVE SERVICES	464,748	474,043	483,524	493,194	503,058
1330	HUMAN RESOURCE & RISK MGMT	857,242	874,387	891,875	909,712	927,906
1600	DEVELOPMENT SERVICES	275,943	281,462	287,091	292,833	298,690
1610	BUILDING DEPARTMENT	630,380	642,988	655,847	668,964	682,344
1620	PLANNING DEPARTMENT	469,534	478,925	488,503	498,273	508,239
1640	CODE ENFORCEMENT	395,109	403,011	411,071	419,293	427,679
1770	PW-OFFICE OF DIRECTOR	348,983	355,963	363,082	370,344	377,750
1710	PW-BLDG. MAINT.	679,990	693,590	707,462	721,611	736,043
1720	PW-SOLID WASTE	1,905,958	1,944,077	1,982,959	2,022,618	2,063,070
1730	PW-STREETS MAINT.	1,146,621	1,169,553	1,192,944	1,216,803	1,241,139
1760	PW-MOTOR POOL	733,965	748,644	763,617	778,890	794,467
1790	PW-ENG. & CONSTR.	536,572	547,303	558,250	569,414	580,803
1910	POLICE	9,368,772	9,556,147	9,747,270	9,942,216	10,141,060
2000	PARKS, RECREATION, & CULTURE	1,382,014	1,409,654	1,437,847	1,466,604	1,495,936
2010	TENNIS	687,571	701,322	715,349	729,656	744,249
2020	COMMUNITY CENTER	914,818	933,114	951,777	970,812	990,228
1750	LANDSCAPE MAINT.	657,535	670,686	684,099	697,781	711,737
2030	COMMUNITY POOL	129,740	132,335	134,981	137,681	140,435
2100	NON-DEPARTMENTAL	640,000	652,800	665,856	679,173	692,757
	<b>TOTAL</b>	<b>27,331,206</b>	<b>27,877,830</b>	<b>28,435,387</b>	<b>29,004,095</b>	<b>29,584,176</b>
<b>OPERATING NET DIFFERENCE</b>		<b>78,740</b>	<b>517,430</b>	<b>1,007,508</b>	<b>1,536,864</b>	<b>2,108,031</b>
2100	NON-DEPARTMENT TRANSFER	7,949,945	2,235,516	1,094,411	947,535	687,959
<b>ENDING FUND BALANCE</b>		<b>\$3,169,685</b>	<b>\$1,451,599</b>	<b>\$1,364,696</b>	<b>\$1,954,026</b>	<b>\$3,374,097</b>



**GENERAL FUND 5 YEAR PROJECTED REVENUES  
FY 2025**

ACCT NO.	ACCOUNT CLASSIFICATION	ADOPTED FY 25	PROJECTED FY 26	PROJECTED FY 27	PROJECTED FY 28	PROJECTED FY 29	
<b>TAXES</b>							
<b>PROPERTY TAXES</b>							
0010000	3111000	AD VALOREM TAXES	10,658,492	11,298,002	11,975,882	12,694,435	13,456,101
0010000	3112000	AD VALOREM DELINQUENT	35,000	35,700	36,414	37,142	37,885
			<b>10,693,492</b>	<b>11,333,702</b>	<b>12,012,296</b>	<b>12,731,577</b>	<b>13,493,986</b>
<b>UTILITY TAXES</b>							
0010000	3141000	UTILITY TAX-ELECTRIC	1,700,000	1,734,000	1,768,680	1,804,054	1,840,135
0010000	3144000	UTILITY TAX - GAS	40,000	40,800	41,616	42,448	43,297
0010000	3149000	UTILITY TAX - MDC WATER	250,000	255,000	260,100	265,302	270,608
0010000	3150000	UNIFIED COMM SERVICES TAX	372,265	379,710	387,305	395,051	402,952
			<b>2,362,265</b>	<b>2,409,510</b>	<b>2,457,701</b>	<b>2,506,855</b>	<b>2,556,992</b>
<b>BUSINESS TAXES</b>							
0010000	3161000	LOCAL BUSINESS TAX-RENEWALS	600,000	612,000	624,240	636,725	649,459
0010000	3162000	LOCAL BUSINESS TAX NEW	80,000	81,600	83,232	84,897	86,595
0010000	3162100	BUSINESS TAX TRANSFER FEES	2,500	2,550	2,601	2,653	2,706
			<b>682,500</b>	<b>696,150</b>	<b>710,073</b>	<b>724,274</b>	<b>738,760</b>
<b>FRANCHISE TAXES</b>							
0010000	3231000	ELECTRICITY	1,400,000	1,428,000	1,456,560	1,485,691	1,515,405
0010000	3234000	GAS	50,000	51,000	52,020	53,060	54,122
0010000	3421021	TOWING ADMIN FEE	2,500	2,550	2,601	2,653	2,706
0010000	3434200	PRIVATE HAULERS PERMIT FEE	760,000	775,200	790,704	806,518	822,648
0010000	3623000	BUS BENCH ADS	8,000	8,000	8,000	8,000	8,000
			<b>2,220,500</b>	<b>2,264,750</b>	<b>2,309,885</b>	<b>2,355,923</b>	<b>2,402,881</b>
		<b>TOTAL TAXES</b>	<b>15,958,757</b>	<b>16,704,112</b>	<b>17,489,954</b>	<b>18,318,628</b>	<b>19,192,618</b>
<b>LICENSES &amp; PERMITS</b>							
0010000	3163000	LOBBYIST REGISTRATION FEE	20,000	20,400	20,808	21,224	21,649
0010000	3221000	BUILDING PERMITS	1,500,000	1,575,000	1,653,750	1,736,438	1,823,259
0010000	3221500	PUBLIC WORKS PERMITS	25,000	25,500	26,010	26,530	27,061
0010000	3293000	GARAGE SALES	200	204	208	212	216
0010000	3419010	BLDG & ZON REINSPECT FEES	0	0	0	0	0
0010000	3419030	CERT OF USE/OCCUPANCY	20,000	20,400	20,808	21,224	21,649
		<b>TOTAL LICENSES &amp; PERMITS</b>	<b>1,565,200</b>	<b>1,641,504</b>	<b>1,721,584</b>	<b>1,805,628</b>	<b>1,893,834</b>
<b>INTERGOVERNMENTAL REVENUE</b>							
0010000	3121000	LOCAL OPTION FUEL TAX	180,049	183,650	187,323	191,069	194,891
0010000	3315000	FED GRANT-FEMA REIMBURSEMENTS	0	0	0	0	0
0010000	3320000	OTHER FIN ASSIST FED-CARES ACT	0	0	0	0	0
0010000	3345000	STATE GRANT-FDEM REIMBURSEMENT	0	0	0	0	0
0010000	3351012	STATE REVENUE SHARING	517,166	527,509	538,060	548,821	559,797
0010000	3351015	ALCOHOLIC BEVERAGE LICENS	17,000	17,340	17,687	18,041	18,401
0010000	3351018	LOCAL GOVT 1/2 C SALES TX	1,222,939	1,247,398	1,272,346	1,297,793	1,323,749
0010000	3382000	COUNTY LOCAL BUSINESS TAX	15,000	15,000	15,000	15,000	15,000
		<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>1,952,154</b>	<b>1,990,897</b>	<b>2,030,415</b>	<b>2,070,723</b>	<b>2,111,838</b>

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ACCT NO.	ACCOUNT CLASSIFICATION	ADOPTED FY 25	PROJECTED FY 26	PROJECTED FY 27	PROJECTED FY 28	PROJECTED FY 29	
<b>CHARGES FOR SERVICES</b>							
0010000	3412000	ZONING HEARING FEES	30,000	30,600	31,212	31,836	32,473
0010000	3413000	ENVIRON REVW & PRESVT BRD	35,000	35,700	36,414	37,142	37,885
0010000	3413001	LIEN SEARCH FEES	15,000	15,300	15,606	15,918	16,236
0010000	3413002	SPECIAL EVENTS	3,500	3,570	3,641	3,714	3,789
0010000	3419051	BACKGROUND NOTARY&COPIES	25,000	25,500	26,010	26,530	27,061
0010000	3421010	POLICE SERVICES	25,000	25,500	26,010	26,530	27,061
0010000	3421025	SCHL CRSNG GRDS- CTY 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	3,025,000	3,085,500	3,147,210	3,210,154	3,274,357
0010000	3445250	PARKING GARAGE	300,000	306,000	312,120	318,362	324,730
0010000	3445210	VALET PARKING	0	0	0	0	0
0010000	3445220	PARKING FUND REVENUE	24,065	24,065	24,065	24,065	24,065
0010000	3472620	TENNIS COURT FEES	800,000	816,000	832,320	848,966	865,946
0010000	3472630	RECREATION PROGRAM FEES	95,000	96,900	98,838	100,815	102,831
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>4,601,165</b>	<b>4,692,707</b>	<b>4,786,080</b>	<b>4,881,320</b>	<b>4,978,465</b>
<b>FINES AND FORFEITURES</b>							
0010000	3419040	CODE ENFORCEMENT FINES	25,000	25,500	26,010	26,530	27,061
0010000	3445300	PARKING VIOLATIONS	660,000	673,200	686,664	700,397	714,405
0010000	3511200	METRO COURT FINES	30,000	30,600	31,212	31,836	32,473
0010000	3511210	RED LIGHT CAMERAS	460,000	469,200	478,584	488,156	497,919
0010000	3511220	SCHOOL ZONE SPEED ENFMT	750,000	765,000	780,300	795,906	811,824
0010000	3540000	VIOLATIONS LOCAL ORDINANCES	20,000	20,400	20,808	21,224	21,649
0010000	3541000	BURGLAR ALARM FINES	25,000	25,500	26,010	26,530	27,061
		<b>TOTAL FINES AND FORFEITS</b>	<b>1,970,000</b>	<b>2,009,400</b>	<b>2,049,588</b>	<b>2,090,580</b>	<b>2,132,391</b>
<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	25,000	25,500	26,010	26,530	27,061
0010000	3472635	REC FEES/MURRAY PARK POOL	10,000	10,200	10,404	10,612	10,824
0010000	3472650	S MIAMI PARK SOCCER	25,000	25,500	26,010	26,530	27,061
0010000	3621100	PARKING GARAGE RENT	0	0	0	0	0
0010000	3622000	FASCELL PARK	35,000	35,700	36,414	37,142	37,885
0010000	3625000	RENT C.A.A.	31,635	32,268	32,913	33,571	34,243
0010000	3625010	RENT - MOBLEY BLDG	0	0	0	0	0
0010000	3627500	SOUTH MIAMI MIDDLE SCHOOL	27,052	27,593	28,145	28,708	29,282
0010000	3629000	PALMER PARK RENTALS	20,000	20,400	20,808	21,224	21,649
		<b>TOTAL RENTS &amp; ROYALTIES</b>	<b>198,687</b>	<b>202,661</b>	<b>206,714</b>	<b>210,848</b>	<b>215,065</b>
<b>GRANTS, CONTRIBUTIONS, &amp; DONTATIONS</b>							
0010000	3669100	DONATION	0	0	0	0	0
		<b>TOTAL GRANTS, CONTRIBUTIONS, &amp; DONTATIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

continued



ACCT NO.	ACCOUNT CLASSIFICATION	ADOPTED FY 25	PROJECTED FY 26	PROJECTED FY 27	PROJECTED FY 28	PROJECTED FY 29
<b>INTEREST INCOME</b>						
0010000	3612000 INTEREST INCOME	775,000	775,000	775,000	775,000	775,000
	<b>TOTAL INTEREST INCOME</b>	<b>775,000</b>	<b>775,000</b>	<b>775,000</b>	<b>775,000</b>	<b>775,000</b>
<b>MISCELLANEOUS REVENUES</b>						
0010000	3669000 HOSPITAL LANDSCAPE REVENU	10,003	0	0	0	0
0010000	3699201 MISC. OTHERS	15,000	15,000	15,300	15,606	15,918
0010000	3699225 SUNSET DR MTCE-FDOT REIMB	3,980	3,980	4,060	4,141	4,224
0010000	3699250 INSURANCE CLAIMS RECOVERY	20,000	20,000	20,400	20,808	21,224
0010000	3699501 SECTION 185 STATE CONTRIB	190,000	190,000	193,800	197,676	201,630
	<b>TOTAL MISCELLANEOUS REVENUES</b>	<b>238,983</b>	<b>228,980</b>	<b>233,560</b>	<b>238,231</b>	<b>242,995</b>
	<b>TOTAL GENERAL FUND</b>	<b>27,259,946</b>	<b>28,245,261</b>	<b>29,292,895</b>	<b>30,390,959</b>	<b>31,542,207</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 2025**

DEPT NO	ACCOUNT CLASSIFICATION	ADOPTED FY 25	PROJECTED FY 26	PROJECTED FY 27	PROJECTED FY 28	PROJECTED FY 29
1100	CITY COMMISSION	115,161	117,464	119,814	122,210	124,654
1200	CITY CLERK	326,991	333,531	340,201	347,005	353,946
1310	CITY MANAGER	752,625	767,678	783,031	798,692	814,666
1410	FINANCE DEPARTMENT	808,465	824,634	841,127	857,950	875,109
1320	PROCUREMENT DIVISION	263,805	269,081	274,463	279,952	285,551
1300	ADMIN SERVICES	321,218	327,642	334,195	340,879	347,697
1330	HR & RISK MGMT	248,512	253,482	258,552	263,723	268,997
1600	DEVELOPMENT SRVCS	265,543	270,854	276,271	281,796	287,432
1610	BUILDING DEPARTMENT	548,763	559,738	570,933	582,352	593,999
1620	PLANNING DEPARTMENT	261,061	266,282	271,608	277,040	282,581
1640	CODE ENFORCEMENT	334,109	340,791	347,607	354,559	361,650
1770	PW-OFFICE OF DIRECTOR	339,733	346,528	353,458	360,527	367,738
1710	PW-BLDG. MAINT.	216,560	220,891	225,309	229,815	234,412
1720	PW-SOLID WASTE	657,958	671,117	684,540	698,230	712,195
1730	PW-STREETS MAINT.	609,791	621,987	634,427	647,115	660,057
1760	PW-MOTOR POOL	259,715	264,909	270,207	275,612	281,124
1790	PW-ENG. & CONSTR.	280,912	286,530	292,261	298,106	304,068
1910	POLICE	7,612,627	7,764,880	7,920,177	8,078,581	8,240,152
2000	PARKS & RECREATION	745,831	760,748	775,963	791,482	807,311
2010	TENNIS	331,910	338,548	345,319	352,226	359,270
2020	COMMUNITY CENTER	800,183	816,187	832,510	849,161	866,144
1750	LANDSCAPE MAINT.	274,444	279,933	285,532	291,242	297,067
2030	COMMUNITY POOL	64,575	65,867	67,184	68,528	69,898
2100	NON-DEPARTMENTAL	640,000	652,800	665,856	679,173	692,757
	<b>PERSONNEL TOTAL</b>	<b>17,080,492</b>	<b>17,422,102</b>	<b>17,770,544</b>	<b>18,125,955</b>	<b>18,488,474</b>
1100	CITY COMMISSION	31,625	32,258	32,903	33,561	34,232
1200	CITY CLERK	250,919	255,937	261,056	266,277	271,603
1500	CITY ATTORNEY	481,640	491,273	501,098	511,120	521,343
1310	CITY MANAGER	396,183	404,107	412,189	420,433	428,841
1410	FINANCE DEPARTMENT	928,497	947,067	966,008	985,328	1,005,035
1340	INFORM. TECH. DIVISION	643,072	655,933	669,052	682,433	696,082
1320	PROCUREMENT DIVISION	106,728	108,863	111,040	113,261	115,526
1300	ADMIN SERVICES	143,530	146,401	149,329	152,315	155,361
1330	HR & RISK MGMT	608,730	620,905	633,323	645,989	658,909
1600	DEVELOPMENT SRVCS	10,400	10,608	10,820	11,037	11,257
1610	BUILDING DEPARTMENT	81,617	83,249	84,914	86,613	88,345
1620	PLANNING DEPARTMENT	208,473	212,642	216,895	221,233	225,658
1640	CODE ENFORCEMENT	61,000	62,220	63,464	64,734	66,028
1770	PW-OFFICE OF DIRECTOR	9,250	9,435	9,624	9,816	10,012
1710	PW-BLDG. MAINT.	463,430	472,699	482,153	491,796	501,632
1720	PW-SOLID WASTE	1,248,000	1,272,960	1,298,419	1,324,388	1,350,875
1730	PW-STREETS MAINT.	536,830	547,567	558,518	569,688	581,082
1760	PW-MOTOR POOL	474,250	483,735	493,410	503,278	513,343
1790	PW-ENG. & CONSTR.	255,660	260,773	265,989	271,308	276,735
1910	POLICE	1,756,145	1,791,268	1,827,093	1,863,635	1,900,908
2000	PARKS & RECREATION	636,183	648,907	661,885	675,122	688,625
2010	TENNIS	355,661	362,774	370,030	377,430	384,979
2020	COMMUNITY CENTER	114,635	116,928	119,266	121,652	124,085
1750	LANDSCAPE MAINT.	383,091	390,753	398,568	406,539	414,670
2030	COMMUNITY POOL	65,165	66,468	67,798	69,154	70,537
	<b>OPERATING TOTAL</b>	<b>10,250,714</b>	<b>10,455,728</b>	<b>10,664,843</b>	<b>10,878,140</b>	<b>11,095,703</b>
	<b>TOTAL</b>	<b>27,331,206</b>	<b>27,877,830</b>	<b>28,435,387</b>	<b>29,004,095</b>	<b>29,584,176</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 City Commission members serve for a term of four (4) years. The Mayor, who presides over Commission meetings, serves two (2) year terms. All elected officials are elected “at large” and must reside within the City to be an elected representative.

### **MAYOR AND CITY COMMISSION OBJECTIVES**

- Ensure that the natural and built environment of South Miami is healthy and sustainable.
- Implement a transportation system that will foster economic development, responsible energy use and environmental protection, and health and safety of residents while increasing the ability of people to move around the City.
- Foster a diverse and strong local economy that brings good jobs and profitable businesses while contributing to the economic health of the City.
- The 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.

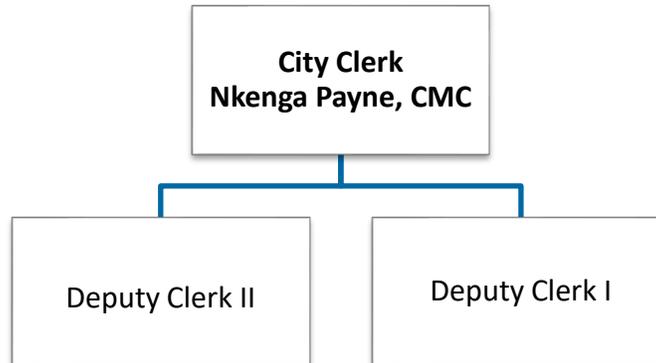
**MAYOR AND CITY COMMISSION BUDGET FY 2025**  
**001-1100-511**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 22	ACTUAL FY 23	BUDGET FY 24	ESTIMATE FY 24	ADOPTED FY 25
0011100	5111110 SALARIES - EXECUTIVE	62,000	62,001	62,000	62,000	62,000
0011100	5112110 F. I. C. A.	6,889	5,966	7,161	5,320	6,862
0011100	5112310 GROUP HEALTH INSURANCE	39,601	44,319	52,679	46,532	46,175
0011100	5112410 WORKER'S COMPENSATION	74	76	186	78	124
	<b>TOTAL PERSONNEL SERVICES</b>	<b>108,564</b>	<b>112,362</b>	<b>122,026</b>	<b>113,930</b>	<b>115,161</b>
0011100	5114010 MAYOR'S EXPENSE	1,997	60	2,000	2,000	2,000
0011100	5114020 COMMISSIONER'S EXPENSE-ONE	1,557	1,456	1,500	1,500	1,500
0011100	5114030 COMMISSIONER'S EXPENSE-FOUR	1,376	1,042	1,500	1,500	1,500
0011100	5114040 COMMISSIONER'S EXPENSE-THREE	1,062	250	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	902	0	1,200	1,200	1,200
0011100	5114072 TRAVEL & CONFERENCE-ONE	960	1,154	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	510	1,099	1,200	1,200	1,200
0011100	5114075 TRAVEL & CONFERENCE-FOUR	0	1,063	1,200	1,200	1,200
0011100	5114120 COMMUNICATION	4,420	4,472	5,000	5,000	5,000
0011100	5114830 KEYS & FLOWERS	750	658	750	750	750
0011100	5115210 SUPPLIES	1,392	2,788	4,750	4,750	5,000
0011100	5115410 MEMBERSHIPS & SUBSCRIPTIONS	3,830	3,616	6,125	6,125	6,375
	<b>TOTAL OPERATING EXPENSES</b>	<b>21,956</b>	<b>20,858</b>	<b>31,125</b>	<b>31,125</b>	<b>31,625</b>
	<b>TOTAL COMMISSION</b>	<b>130,520</b>	<b>133,220</b>	<b>153,151</b>	<b>145,055</b>	<b>146,786</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 2024**

- Continued the administration of 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 to organize and preserve old records.
- Coordinated two Special Elections

#### **CITY CLERK'S OFFICE OBJECTIVES FOR FY 2025**

- Administer the publication of the City Charter and Code.
- Publish public notices as required by law.
- Implement and maintain a records management system.
- Act as the records custodian for the City and disseminate information to the public as necessary.
- Continuing with our microfilm digitizing project.
- Continue transferring all ordinances, resolutions, agendas, and other records into Laserfiche.
- Continue 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 records of bids and proposals as needed.
- Continue the process for converting City records to electronic storage.
- Continue organizing and preserving old records.
- Coordinate the City's General Elections.



**CITY CLERK'S OFFICE ACTIVITY REPORT**

ACTIVITY	ACTUAL FY 2021	ACTUAL FY 2022	ACTUAL FY 2023	ESTIMATED FY 2024	PROJECTED FY2025
Number of agenda packets prepared	55	60	60	60	60
Number of minutes prepared (CSM)	55	60	60	60	60
Agenda packets prepared (SMCRA)	0	0	0	0	0
No. of minutes prepared (SMCRA)	0	0	0	0	0
Resolutions / Ordinances prepared	300	300	300	300	300
Lobbyists registration	75	75	75	75	75
Public records requests	400	400	400	500	500
Notarizations	25	25	25	25	25
Requests for Microfilm Records	400	400	400	500	500
Microfilm copies	1500	1500	1500	200	100



**CITY CLERK BUDGET FY 2025**  
**001-1200-512**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 22	ACTUAL FY 23	BUDGET FY 24	ESTIMATE FY 24	ADOPTED FY 25
0011200	5121210 SALARIES - EXECUTIVE	177,525	208,123	236,517	235,091	252,602
0011200	5122110 F.I.C.A.	13,413	15,787	18,094	17,805	19,324
0011200	5122210 PENSION PLAN CONTRIBUTION	10,986	13,270	16,886	13,294	21,764
0011200	5122220 DEFERRED COMPENSATION (ICMA)	2,711	4,120	4,736	4,666	5,091
0011200	5122310 GROUP HEALTH INSURANCE	22,047	26,565	31,607	28,602	27,705
0011200	5122410 WORKER'S COMPENSATION	230	253	710	273	505
	<b>TOTAL PERSONNEL SERVICES</b>	<b>226,912</b>	<b>268,118</b>	<b>308,550</b>	<b>299,731</b>	<b>326,991</b>
0011200	5123450 CONTRACTUAL	56,516	56,325	59,379	59,379	62,349
0011200	5123480 DIGITIZING	0	0	45,000	45,000	45,000
0011200	5124070 TRAVEL & CONFERENCE	4,519	4,969	9,470	4,869	9,971
0011200	5124110 POSTAGE	296	400	500	500	500
0011200	5124120 COMMUNICATION	1,089	1,080	1,080	1,080	1,080
0011200	5124710 PRINTING MATERIAL	1,230	1,433	1,230	2,000	2,200
0011200	5124910 LEGAL ADS	52,317	53,421	60,000	110,000	100,000
0011200	5124920 ELECTIONS	0	5,183	0	6,000	8,000
0011200	5124950 CODIFICATIONS	5,480	7,726	7,000	7,000	9,658
0011200	5125210 SUPPLIES	2,233	2,416	2,400	2,400	2,400
0011200	5125410 MEMBERSHIPS & SUBSCRIPTIONS	660	780	930	922	4,761
	<b>TOTAL OPERATING EXPENSES</b>	<b>124,340</b>	<b>133,734</b>	<b>186,989</b>	<b>239,150</b>	<b>245,919</b>
0011200	5129920 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 CITY CLERK</b>	<b>351,252</b>	<b>401,851</b>	<b>500,539</b>	<b>538,881</b>	<b>577,910</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 OBJECTIVES FOR FY 2025**

- 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 implement policy directives established by the City Commission.
- To prepare legislation, ordinances, resolutions, and agreements to advance City administration and Commission objectives and as part of the agenda process.
- Attend Commission and specific board and committee meetings.
- To protect the City from liability by practicing preventive law.
- To advise City administration and department heads as needed to address legal matters related to the governance and administration of the City.
- 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 handle legal matters concerning the City in accordance with the law and in a timely and efficient manner.
- To properly represent the interests of the City, as directed, in other legislative forums.
- To represent the City in civil cases initiated by or brought against the City and to supervise outside legal representation for specialized legal needs.
- To research and draft opinions on legal matters in response to requests of the City Commission and City.
- When requested by the City Commission, to monitor, review and publicize, legislative and administrative matters of other governmental entities, and make recommendations and convey to others official positions as needed.
- Upon request, to communicate clearly the positions of the City to legislators through letters, phone calls, personal visits and other communication methods with local, state and federal legislators, administrators and executive staff.
- As directed, to represent the City at local, regional, state or federal legislative sessions, meetings, hearings or conferences, or similar administrative or executive meetings, hearings or conferences.



**CITY ATTORNEY BUDGET FY 2025**  
**001-1500-514**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 22	ACTUAL FY 23	BUDGET FY 24	ESTIMATE FY 24	ADOPTED FY 25	
0011500	5143120	LEGAL SERVICES - RETAINER	285,589	353,474	288,000	288,000	296,640
0011500	5143410	OTHER PROFESSIONAL LEGAL SRVCS	40,280	86,571	109,385	178,108	185,000
0011500	5144065	NON-PROFESSIONAL LEGAL EXPENSES	9,341	7,129	0	0	0
	<b>TOTAL OPERATING EXPENSES</b>	<b>335,210</b>	<b>447,174</b>	<b>397,385</b>	<b>466,108</b>	<b>481,640</b>	
	<b>TOTAL LEGAL SERVICES</b>	<b>335,210</b>	<b>447,174</b>	<b>397,385</b>	<b>466,108</b>	<b>481,640</b>	

**CITY ATTORNEY’S OFFICE BUDGET HIGHLIGHTS**

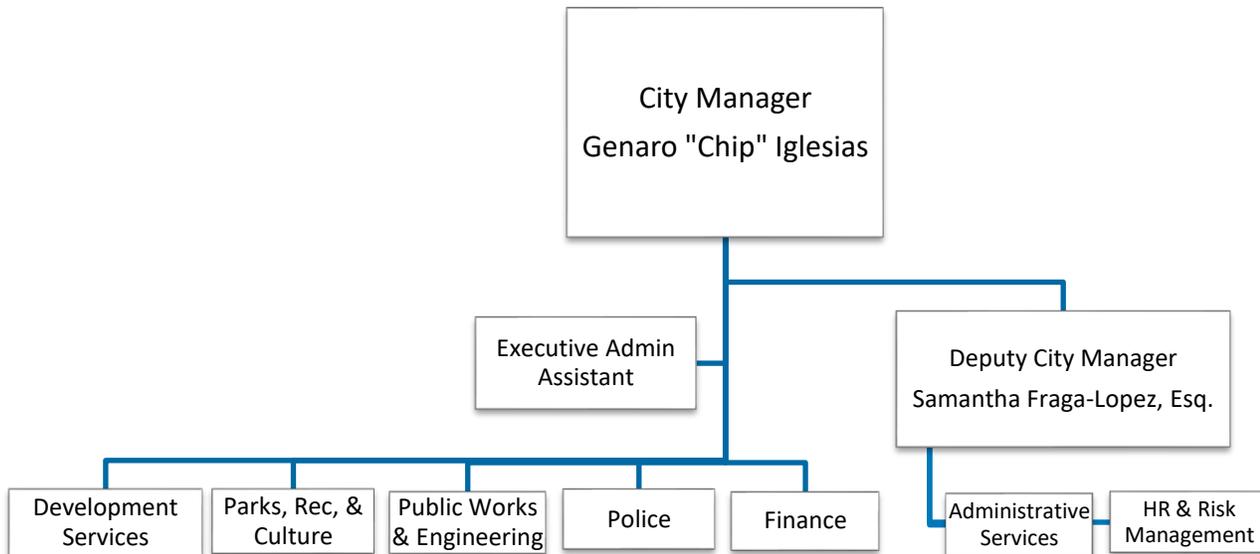
3120 Legal Services – Retainer -- This expense line item is used to fund services of the City Attorney firm. The amount is set as a flat fee, which includes an increase over the initial amount approved by the Commission as part of this budget in accordance with the terms of the retainer agreement. The 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.

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 2024**

- Delivered a fiscally responsible budget.
- Continued to seek both State and Federal grant funding opportunities, 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.
- Hosted the City's fourth annual large-scale recycling event.
- Received a \$1.75 million Federal allocation towards completion of the septic to sewer project for Sub-Area K, which will provide sewer to the community building at Dante Fascell Park as well as to 205 residential properties within the area.
- Supported and curated events in the City's Town Center including the recurring SoMi Second Saturdays Night Market.

#### **CITY MANAGER'S OFFICE OBJECTIVES FOR FY 2025**

- 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.
- Create an easy-to-follow document outlining the status of Capital Improvement Projects within the City.
- 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 2025**  
**001-1310-513**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 22	ACTUAL FY 23	BUDGET FY 24	ESTIMATE FY 24	ADOPTED FY 25
0011310	5131210 SALARIES-REGULAR	456,301	554,012	582,567	564,721	599,146
0011310	5132110 F.I.C.A.	30,369	38,067	43,864	39,515	45,056
0011310	5132210 PENSION PLAN CONTRIBUTION	34,350	60,252	46,285	36,442	57,248
0011310	5132310 GROUP HEALTH INSURANCE	38,012	63,189	55,886	53,163	50,305
0011310	5132410 WORKER'S COMPENSATION	512	593	1,689	650	870
	<b>TOTAL PERSONNEL SERVICES</b>	<b>559,544</b>	<b>716,113</b>	<b>730,291</b>	<b>694,490</b>	<b>752,625</b>
0011310	5133450 CONTRACTUAL SERVICES	178,654	183,771	220,000	226,000	231,000
0011310	5134060 AUTO ALLOWANCE	11,460	11,311	11,850	11,809	12,517
0011310	5134065 CITY MANAGER EXPENSE	3,560	9,167	9,000	9,000	9,000
0011310	5134070 TRAVEL & CONFERENCE	3,821	2,726	10,000	8,000	10,000
0011310	5134110 POSTAGE	865	1,000	1,000	600	1,000
0011310	5134120 COMMUNICATION	2,033	3,651	4,200	4,200	4,200
0011310	5134515 AUTO INSURANCE	389	223	500	500	500
0011310	5134710 PRINTING- INFRASTRUCTURE	1,399	1,623	2,000	2,100	2,200
0011310	5135210 SUPPLIES	10,206	8,696	10,000	10,000	10,000
0011310	5135230 FUEL	400	1,889	2,216	1,000	2,216
0011310	5135410 MEMBERSHIPS & SUBSCRIPTIONS	2,440	5,699	12,000	11,440	13,550
	<b>TOTAL OPERATING EXPENSES</b>	<b>215,227</b>	<b>229,755</b>	<b>282,766</b>	<b>284,649</b>	<b>296,183</b>
0011310	5139920 GENERAL CONTINGENCY	0	500	80,000	25,000	100,000
	<b>OTHER FUNDING SOURCE</b>	<b>0</b>	<b>500</b>	<b>80,000</b>	<b>25,000</b>	<b>100,000</b>
	<b>TOTAL CITY MANAGER</b>	<b>774,771</b>	<b>946,368</b>	<b>1,093,057</b>	<b>1,004,139</b>	<b>1,148,808</b>

**CITY MANAGER'S OFFICE BUDGET HIGHLIGHTS**

**3450 Contractual Services –**

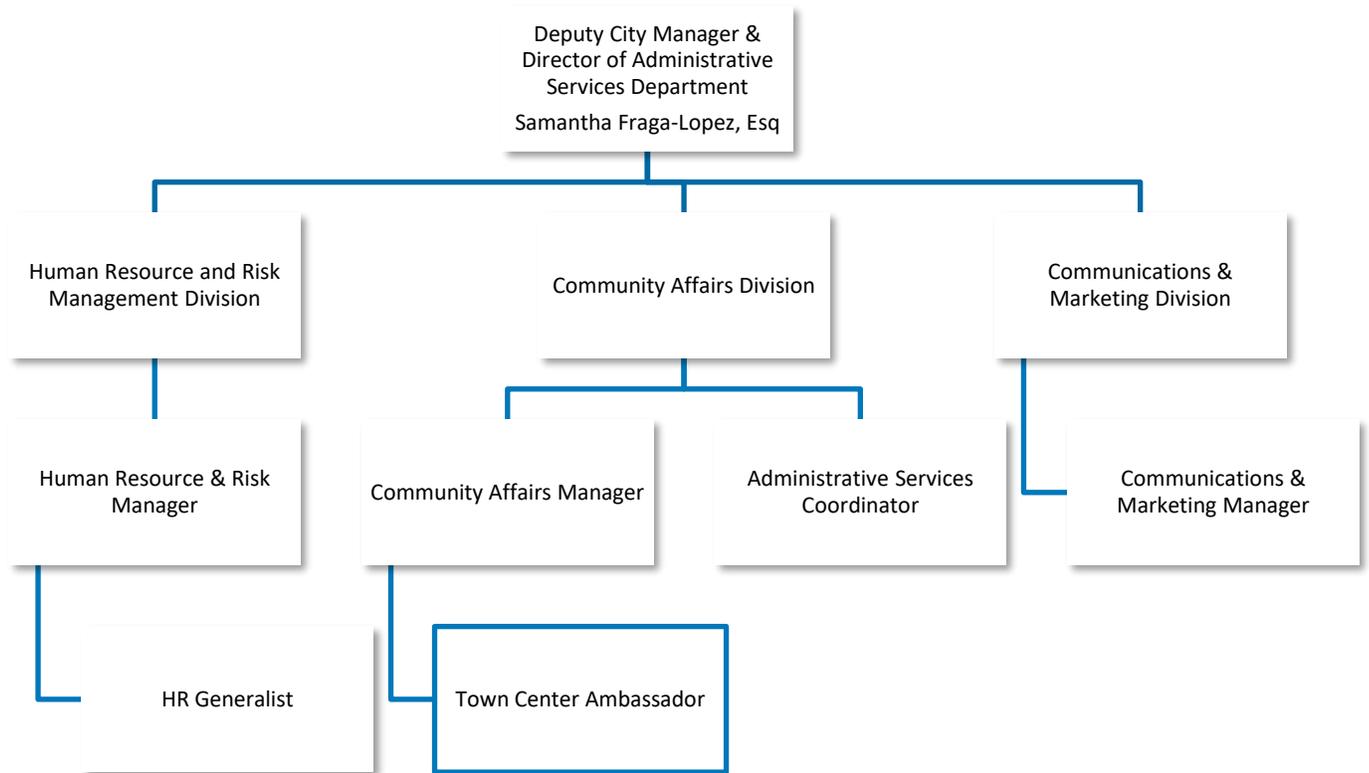
State Lobbyists	100,000
Federal Lobbyist	36,000
Performance Measurement Audit (Charter Section 3F)	50,000
Other Projects - Miscellaneous	40,000
Peafowl Mitigation	5,000
<b>TOTAL</b>	<b><u>231,000</u></b>



ADMINISTRATIVE SERVICES DEPARTMENT



## 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 Affairs 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.



## COMMUNITY AFFAIRS, COMMUNICATIONS & MARKETING DIVISIONS

001-1300-513

### **MISSION**

The Community Affairs, Marketing, and Communications Division aims to foster community cohesion and vitality through strategic communication and outreach. We connect and engage residents, businesses, and stakeholders using innovative digital solutions and creative strategies. Our focus is on enhancing the city's brand identity through accurate storytelling across digital, social, and broadcast media platforms. By coordinating tailored outreach initiatives for the vibrant Town Center, we empower local businesses and residents with timely, relevant information that supports their needs and aspirations.

### **COMMUNITY AFFAIRS DIVISION ACCOMPLISHMENTS FOR FY 2024**

- We have made significant improvements to the SoMi Connect App to enhance user experience and functionality.
- The SoMi Biz newsletter was created to provide local businesses with pertinent city information and opportunities.
- Weekly walkthroughs in the City's Town Center were conducted to actively engage businesses and gather valuable feedback.
- We initiated the compilation of a comprehensive Business email list to improve communication.
- Post-event surveys were distributed to neighboring businesses to gather feedback and improve future events.
- Collaborating with Communications and Marketing and Events, we successfully hosted SoMi Second Saturdays.
- Each full-time City employee received a professional headshot as part of our employee engagement initiatives.
- Graphics and flyers were created to effectively market city events and updates to residents and businesses.
- We are updating our library of City photos to maintain a current and visually appealing representation of our community.



### **COMMUNITY AFFAIRS DIVISION OBJECTIVES FOR FY 2025**

- We are committed to completing the redesign of the SoMi Connect App to ensure it functions seamlessly with our website.
- Our goal is to expand and enhance SoMi Second Saturdays, fostering increased community engagement and participation.
- We will persist in supporting local businesses through ongoing marketing initiatives and activations in the Town Center.
- We remain dedicated to being a valuable resource for our constituents, providing assistance and information as needed.
- It is our priority to fill the Town Center Ambassador role to strengthen community relations and support local initiatives effectively.

### **COMMUNICATIONS & MARKETING DIVISION ACCOMPLISHMENTS FOR FY 2024**

- Created Communications and Marketing Division Structure and Requests Management (City of South Miami-Internal Structure)
- Created and implemented Communications and Marketing Master plan for the City.
- Established archiving tool for social media to comply with public records law.
- Created and implemented Email Signature policy for City and PD emails.
- Citywide Mailer “How to connect with the city” sent to all residents in City limits.
- Videos created for each city department for City website pages.
- Created Shop SoMi marketing campaign to feature all local businesses to drive traffic to all businesses.
- Added to our SoMi TV Channel city promotional videos and additional City content.
- Established an emergency communications platform for the City to resident EOC coms.
- Established and implemented Press releases and news releases to the City website/Media.
- Verified city and PD pages on Facebook, Instagram, and X (Twitter).
- Created City LinkedIn and TikTok, and LinkTree accounts.



- Promoted City events, initiatives, and provided updates to residents via high quality video and marketing flyers
- Managed full restructure and re-design of Municipal website
- Created Shop SoMi business portal and Community Portal using economic development tools to promote the City.
- Regularly featured SoMi spotlights on local businesses, members of the commission, and city staff.
- Published the comprehensive 2023 and 2024 Annual Report.
- Developed the City Manager’s Monthly Report with infographics.
- Beautified the Budget book.

#### **COMMUNICATIONS & MARKETING DIVISION OBJECTIVES FOR FY 2025**

- Develop and implement communication strategies that are in line with the Commission’s and City Manager’s Strategic Priorities ensuring high-quality customer service, professional standards, and quality controls.
- Manage and produce compelling and informative content for the City’s social media pages to increase engagement and followership.
- Produce and edit high-quality video, photography, and design materials for the City, ensuring professionalism and relevance.
- Prepare and distribute a bi-monthly City newsletter and Monthly Business for residents, keeping them informed about city news, events, and initiatives.
- Enhance community engagement efforts by establishing consistent, collaborative relationships with residents, businesses, schools, civic groups, and media.
- Promote City official initiatives through community and media outreach initiatives.
- Develop and implement a comprehensive crisis communication plan, including procedures for natural disasters and media coverage.
- Manage branding and marketing initiatives, ensuring consistency and adherence to established standards.



- **Key Performance Indicators (KPIs)**

- Increase social media engagement by 20%.
- Increase website traffic by 15%.
- Increase SoMi Connect App downloads by 15%.
- Respond to all media inquiries within 24 hours.
- Maintain a 90% or higher approval rating on communication strategies as assessed by the City Manager's Office.
- Conduct regular training sessions for staff and stakeholders on crisis communication procedures.
- Review and update (If needed) the crisis communication plan annually.
- Evaluate and adjust branding and marketing initiatives quarterly based on KPIs.
- Provide monthly reports on the effectiveness of communication strategies and outreach efforts.
- Biweekly reports and updates provided to the City Manager's Office on Communications and Marketing efforts.



**COMMUNITY AFFAIRS, COMMUNICATION, & MARKETING FY 2025**  
**001-1300-513**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 22	ACTUAL FY 23	BUDGET FY 24	ESTIMATE FY 24	ADOPTED FY 25
0011300	5131210 SALARIES - REGULAR	0	0	140,000	123,909	227,246
0011300	5131310 SALARIES - PART-TIME	0	0	23,580	9,432	23,580
0011300	5132110 F.I.C.A.	0	0	12,514	10,497	19,895
0011300	5132210 PENSION PLAN CONTRIBUTION	0	0	14,000	11,023	15,637
0011300	5132220 DEFERRED COMPENSATION (ICMA)	0	0	0	5,023	6,861
0011300	5132310 GROUP HEALTH INSURANCE	0	0	21,071	15,714	27,705
0011300	5132410 WORKER'S COMPENSATION	0	0	491	178	294
	<b>TOTAL PERSONNEL SERVICES</b>	<b>0</b>	<b>0</b>	<b>211,656</b>	<b>175,774</b>	<b>321,218</b>
0011300	5133450 CONTRACTUAL SERVICES	0	0	110,000	85,000	130,000
0011300	5134110 POSTAGE	0	0	1,500	1,500	1,500
0011300	5134120 COMMUNICATION	0	0	1,800	1,152	1,800
0011300	5134710 PRINTING- INFRASTRUCTURE	0	0	1,000	500	1,230
0011300	5135210 SUPPLIES	0	0	2,000	2,000	4,000
	<b>TOTAL OPERATING EXPENSES</b>	<b>0</b>	<b>0</b>	<b>116,300</b>	<b>90,152</b>	<b>138,530</b>
0011300	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 ADMINISTRATIVE SERVICES</b>	<b>0</b>	<b>0</b>	<b>332,956</b>	<b>265,926</b>	<b>464,748</b>

**COMMUNITY AFFAIRS, COMMUNICATION, & MARKETING BUDGET HIGHLIGHTS**

**3450 Contractual Services –**

Communications & Marketing	40,000
Town Center Engagement Activities	70,000
Strategic Planning	20,000
<b>TOTAL</b>	<b>130,000</b>



## HUMAN RESOURCE AND RISK MANAGEMENT DIVISION

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 RESOURCES & RISK MANAGEMENT DIVISION ACCOMPLISHMENTS FOR FY 2024**

- 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.
- Remained abreast of changes in state and federal laws and maintained 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.
- Completed Employee Benefits Benchmarking Report to compare the City's comprehensive benefits package to those of its market peers.
- Organized and facilitated the inaugural Promotional Assessment Process for the internal promotion of Police Lieutenant to Police Captain.
- Implemented an Employee Intranet through the City's current website provider Civic Plus. An intranet is an online network that only City employees have access to where information can be shared and sourced in one convenient location.
- Hosted several informational and educational onsite office hours with different supplemental/voluntary benefits carriers like Aflac and MissionSquare Retirement.

## **HUMAN RESOURCES & RISK MANAGEMENT DIVISION OBJECTIVES FOR FY 2025**

- Provide additional information sessions and materials 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 the process of scanning and saving files for easier access.
- Digitize and streamline the Personnel Action Form approval process while leveraging the City's current Adobe Acrobat volume licensing for Directors/Supervisors.
- Host a successful Employee Wellness Fair.
- Seek options to lower employee health insurance costs.



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

ACTIVITY	ACTUAL FY 2021	ACTUAL FY 2022	ACTUAL FY 2023	ESTIMATED FY 2024	PROJECTED FY 2025
National Background Screenings	40	45	40	40	40
Employment Advertisements	10	10	10	15	15
Wellness Fairs	0	1	1	1	2
Safety Meetings	4	4	4	4	4
Workers Compensation Claims	25	15	20	15	15
Pre-employment Physicals	20	20	20	25	25
Post Accident Drug Screenings	50	40	35	35	30
Drivers License Checks	150	100	75	75	80



**HUMAN RESOURCE & RISK MANAGEMENT BUDGET FY 2025**  
**001-1330-513**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 22	ACTUAL FY 23	BUDGET FY 24	ESTIMATE FY 24	ADOPTED FY 25
0011330	5131210 SALARIES - REGULAR	182,001	73,272	175,327	160,244	196,031
0011330	5132110 F.I.C.A.	6,302	5,020	13,413	11,606	14,996
0011330	5132210 PENSION PLAN CONTRIBUTION	5,288	6,386	17,533	13,805	11,860
0011330	5132220 DEFFERRED COMP CONTRIB.	0	0	0	5,023	6,861
0011330	5132310 GROUP HEALTH INSURANCE	8,247	9,094	21,071	18,459	18,470
0011330	5132410 WORKER'S COMPENSATION	77	87	526	196	294
	<b>TOTAL PERSONNEL SERVICES</b>	<b>201,915</b>	<b>93,860</b>	<b>227,870</b>	<b>209,333</b>	<b>248,512</b>
0011330	5132510 UNEMPLOYMENT COMPENSATION	2,465	0	10,000	5,000	10,000
0011330	5132610 EMPLOYEE ASSISTANCE PROGRAM	7,350	9,160	15,000	15,000	15,000
0011330	5133160 RANDOM & PRE-EMPLOY TESTING	8,060	7,245	10,000	10,000	10,000
0011330	5133450 CONTRACTUAL SERVICES	54,579	66,616	118,000	100,500	88,000
0011330	5134080 EMPLOYEE EDUCATION	0	1,671	8,500	8,500	10,000
0011330	5134110 POSTAGE	182	242	300	300	300
0011330	5134120 COMMUNICATION	448	433.73	1,200	1,200	1,200
0011330	5134510 LIABILITY INSURANCE	278,909	384,157	500,000	435,000	455,000
0011330	5134710 PRINTING- INFRASTRUCTURE	987	955	2,460	2,460	1,230
0011330	5134850 ADVERTISING-NON LEGAL	4,757	5,463	5,000	5,000	7,000
0011330	5135210 SUPPLIES	794	1,313	2,000	2,000	5,000
0011330	5135410 MEMBERSHIPS & SUBSCRIPTIONS	0	444	1,000	1,000	1,000
	<b>TOTAL OPERATING EXPENSES</b>	<b>358,531</b>	<b>477,700</b>	<b>673,460</b>	<b>585,960</b>	<b>603,730</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>560,446</b>	<b>571,560</b>	<b>906,330</b>	<b>795,293</b>	<b>857,242</b>

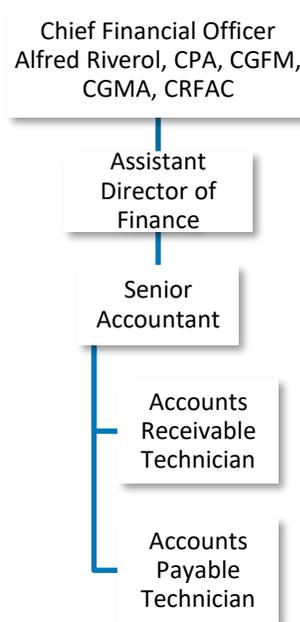
**HUMAN RESOURCE & RISK MANAGEMENT DIVISION BUDGET HIGHLIGHTS**

**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 2024**

- Assisted the City Manager in the preparation of a balanced 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.
- Ran a smooth alarm registration & occupational license renewal season.
- Continued to improve the City's Parking Garage through additional cleaning and added additional electric vehicle charging stations.

#### **FINANCE DEPARTMENT OBJECTIVES FOR FY 2025**

- 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.
- Implementation of new parking enforcement handhelds
- The City will enhance convenience for visitors by offering multiple parking payment options, including Park Mobile, Passport, and Paybyphone.
- The City will streamline and enhance the parking permit process by offering electronic processing, making it more efficient and convenient for residents and visitors alike.



**FINANCE DEPARTMENT ACTIVITY REPORT**

ACTIVITY	ACTUAL FY 2021	ACTUAL FY 2022	ACTUAL FY 2023	ESTIMATED FY 2024	PROJECTED FY 2025
Number of Parking Decals Sold	1,280	2,695	4,133	4,580	4,100
Annual Comprehensive Fin. Rep. (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	2,776	2,609	2,873	2,850	2,800



**FINANCE DEPARTMENT BUDGET FY 2025**  
**001-1410-513**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 22	ACTUAL FY 23	BUDGET FY 24	ESTIMATE FY 24	ADOPTED FY 25
0011410	5131210 SALARIES - REGULAR	441,590	504,742	523,755	521,108	633,965
0011410	5132110 F.I.C.A.	32,488	36,303	40,067	37,347	48,498
0011410	5132210 PENSION PLAN CONTRIBUTION	33,649	38,130	48,026	37,814	59,939
0011410	5132220 DEFERRED COMPENSATION (ICMA)	2,420	2,649	3,045	7,960	9,702
0011410	5132310 GROUP HEALTH INSURANCE	41,452	47,961	52,679	45,664	55,410
0011410	5132410 WORKER'S COMPENSATION	492	565	1,571	606	951
	<b>TOTAL PERSONNEL SERVICES</b>	<b>552,091</b>	<b>630,350</b>	<b>669,143</b>	<b>650,499</b>	<b>808,465</b>
0011410	5133100 PROFESSIONAL SERVICES	8,912	12,477	10,000	18,000	10,000
0011410	5133210 AUDITOR'S FEE	57,500	56,000	76,000	65,000	76,000
0011410	5133450 CONTRACTUAL SERVICES	11,431	6,840	66,900	65,050	42,500
0011410	5133459 CONTRACTUAL SERVICES- PARKING	503,561	570,599	624,837	613,289	634,565
0011410	5134060 AUTO ALLOWANCE	3,613	3,758	3,600	3,758	3,984
0011410	5134070 TRAVEL & CONFERENCE	1,435	2,041	3,710	1,860	3,750
0011410	5134110 POSTAGE	4,013	4,016	6,030	3,334	4,000
0011410	5134120 COMMUNICATION	1,415	2,266	2,280	2,776	2,836
0011410	5134515 AUTO INSURANCE	2,400	697	1,542	674	1,542
0011410	5134634 MAINTENANCE COMP PROGRAMS	74,469	59,352	68,172	63,681	124,242
0011410	5134710 PRINTING- INFRASTRUCTURE	1,230	1,262	1,230	2,150	2,300
0011410	5135205 COMPUTER EQUIPMENT	898	713	2,500	2,000	2,500
0011410	5135210 SUPPLIES	8,288	0	9,300	9,300	10,000
0011410	5135230 FUEL	1,201	3,774	3,428	1,924	3,428
0011410	5135410 MEMBERSHIPS & SUBSCRIPTIONS	859	2,344	1,850	1,850	1,850
	<b>TOTAL OPERATING EXPENSES</b>	<b>681,225</b>	<b>726,139</b>	<b>881,379</b>	<b>854,646</b>	<b>923,497</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>1,233,316</b>	<b>1,356,489</b>	<b>1,555,522</b>	<b>1,505,145</b>	<b>1,736,962</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 2024**

- Helped Police implement the Police to Citizens platform.
- Launched the City's Litmos cybersecurity training platform.
- Worked with Miami-Dade County GIS to have TRAKit update with the County open GIS system so the property addresses within the TRAKit system are updated automatically and regularly.
- Upgraded the City's Wi-Fi network so access points may be controlled via cloud.
- Replaced over 10 personal computers (PCs) for City personnel.
- Continued improving 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.
- Updated the TRAKit System to the latest version available.
- Installed a new internet and access point at the City of South Miami Parking Garage so the Tesla wall chargers could communicate with the Tesla management and payment portal.



- Helped install the new security cameras system, replacing the old, antiquated cameras.

**INFORMATION TECHNOLOGY DIVISION OBJECTIVES FOR FY 2025**

- Install and program the new Fortinet firewall for the City’s network.
- Help Procurement implement the new Zoom cloud-based phone system.
- Continue improving the Microsoft SharePoint site to enhance the City’s staff ability to work remotely.
- Update the City’s Finance Software to the newest version and move the system to the Central Square cloud-based platform versus on-premises.
- Continue to implement the mandatory yearly cybersecurity training to all employees of the City.
- Reduce the amount of data stored on City servers.

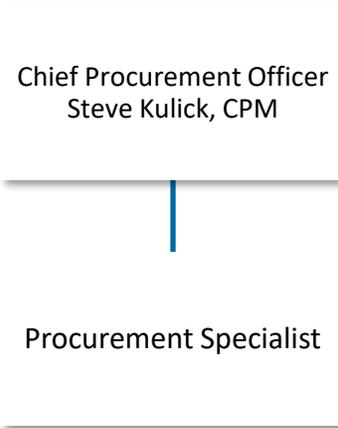
**INFORMATION TECHNOLOGY DIVISION BUDGET FY 2025  
001-1340-513**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 22	ACTUAL FY 23	BUDGET FY 24	ESTIMATE FY 24	ADOPTED FY 25
0011340	5133450 CONTRACTUAL SERV - INFRASTRUCT	319,217	322,564	351,786	345,280	363,896
0011340	5134632 INTERNET SERVICE	59,641	48,356	52,620	53,270	68,744
0011340	5134634 MAINTENANCE - INTERNET SERVICE	144,062	150,415	185,624	195,608	185,432
0011340	5135205 COMPUTER EQUIPMENT	10,175	17,749	20,000	15,000	20,000
0011340	5135210 SUPPLIES	5,550	3,918	3,500	3,500	5,000
	<b>TOTAL OPERATING EXPENSES</b>	<b>538,645</b>	<b>543,001</b>	<b>613,530</b>	<b>612,658</b>	<b>643,072</b>
	<b>TOTAL INFORMATION TECHNOLOGY DIV.</b>	<b>538,645</b>	<b>543,001</b>	<b>613,530</b>	<b>612,658</b>	<b>643,072</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 2024

- Formerly tracked solicitations developed and advertised up to award recommendation and, identify bids rejected and re-solicit if applicable.
- Issued fifteen (15) solicitations (RFP's RFQ's LOI's) during the fiscal year; none without a bid protest and issued 275 Purchase Orders during the reporting period.
- Worked with the Police Department to meet their fleet needs, 7 police pursuit vehicles were located that were immediately available through a dealer that were cancelled by another municipality. The vehicles were pre-ordered with various equipment such as lights



and cages and were delivered to the City and are now in service.

- Continued expanding E-Bidding and virtual solicitation related meetings for all City procurements.

**PROCUREMENT DIVISION OBJECTIVES FOR FY 2025**

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

- With the assistance of the Communications and Marketing Department, develop a “How To Do Business With The City” video for the City website, City social media platforms and other media to get maximum traction and coverage
- Continue to refine and finalize solicitation documents and templates and various contract templates such as, Construction, Professional Services, Piggyback, etc., with the City Attorney.

**PROCUREMENT DIVISION ACTIVITY REPORT**

ACTIVITY	ACTUAL FY 2021	ACTUAL FY 2022	ACTUAL FY 2023	PROJECTED FY 2024	ESTIMATED FY 2025
Purchase Orders Issued	200	150	260	275	250
No. of RFP's & RFQ's Issued	28	28	22	15	15



**PROCUREMENT DIVISION BUDGET FY 2025**  
**001-1320-513**

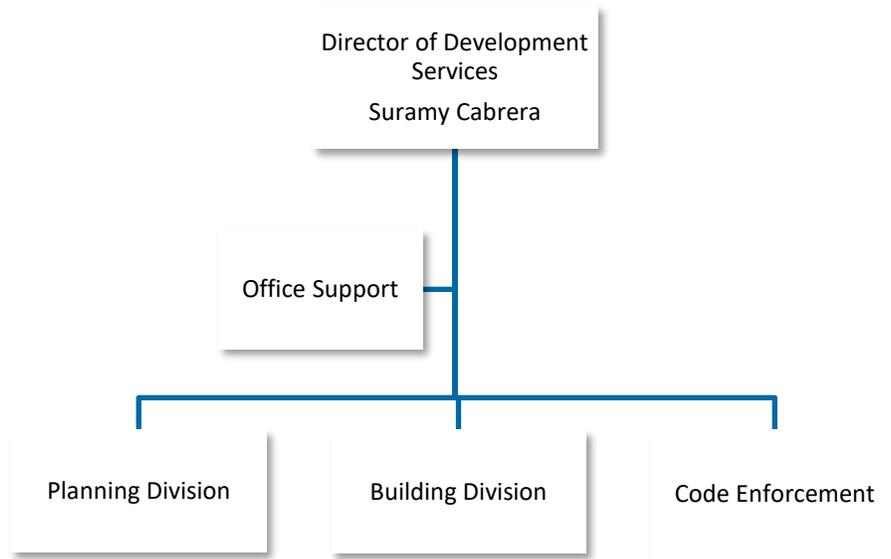
ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 22	ACTUAL FY 23	BUDGET FY 24	ESTIMATE FY 24	ADOPTED FY 25
0011320	5131210 SALARIES - REGULAR	141,977	152,962	175,845	175,812	203,353
0011320	5132110 F.I.C.A.	11,936	12,930	15,064	14,752	16,969
0011320	5132210 PENSION PLAN CONTRIBUTION	10,919	13,820	17,585	13,846	24,606
0011320	5132310 GROUP HEALTH INSURANCE	16,808	18,132	21,071	19,045	18,470
0011320	5132410 WORKER'S COMPENSATION	160	188	528	155	407
	<b>TOTAL PERSONNEL SERVICES</b>	<b>181,800</b>	<b>198,032</b>	<b>230,093</b>	<b>223,611</b>	<b>263,805</b>
0011320	5133450 CONTRACTUAL SERVICES	9,949	8,544	8,550	8,550	9,850
0011320	5134110 POSTAGE	1,742	2,916	2,000	2,000	2,000
0011320	5134120 COMMUNICATION	1,119	1,111	1,200	1,200	1,200
0011320	5134125 TELEPHONE	30,106	35,285	36,500	33,239	59,635
0011320	5134420 LEASE POSTAGE MACH	3,832	3,832	3,833	3,833	3,833
0011320	5134615 MAINT - OFFICE EQUIPMENT	1,100	0	1,350	0	1,350
0011320	5134710 PRINT/BIND/COPYING	1,488	1,653	2,461	2,460	2,460
0011320	5134720 PRINTING-CONTRACTUAL	282	0	1,500	1,500	1,500
0011320	5135210 SUPPLIES	21,602	37,133	21,150	11,250	19,150
0011320	5135410 MEMBERSHIPS & SUBSCRIPTIONS	0	845	300	300	750
	<b>TOTAL OPERATING EXPENSES</b>	<b>71,220</b>	<b>91,319</b>	<b>78,844</b>	<b>64,332</b>	<b>101,728</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>253,020</b>	<b>289,351</b>	<b>313,937</b>	<b>287,943</b>	<b>370,533</b>



DEVELOPMENT SERVICES DEPARTMENT



## OFFICE OF THE DIRECTOR OF DEVELOPMENT SERVICES DIVISION



### OFFICE OF THE DIRECTOR OF DEVELOPMENT SERVICES DIVISION 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.



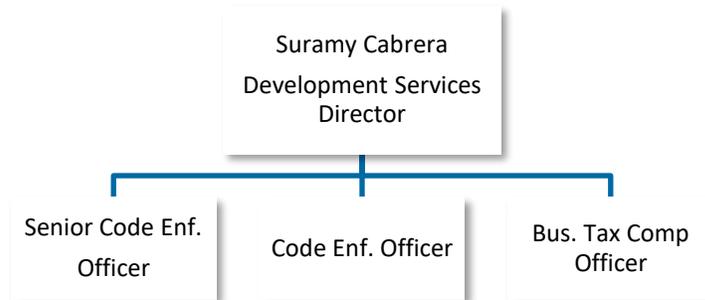
**OFFICE OF THE DIRECTOR OF DEVELOPMENT SERVICES FY 2025**  
**001-1600-524**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 22	ACTUAL FY 23	BUDGET FY 24	ESTIMATE FY 24	ADOPTED FY 25
0011600	5241210 SALARIES - REGULAR	0	0	188,259	186,539	212,855
0011600	5241410 OVERTIME	0	0	0	0	1,750
0011600	5242110 F.I.C.A.	0	0	15,208	14,792	17,124
0011600	5242210 PENSION PLAN CONTRIBUTION	0	0	15,000	11,810	0
0011600	5242220 ICMA RETIREMENT	0	0	2,678	13,144	15,022
0011600	5242310 GROUP HEALTH INSURANCE	0	0	21,071	18,449	18,470
0011600	5242410 WORKER'S COMPENSATION	0	0	565	206	322
	<b>TOTAL PERSONNEL SERVICES</b>	<b>0</b>	<b>0</b>	<b>242,781</b>	<b>244,940</b>	<b>265,543</b>
0011600	5244070 TRAVEL & CONFERENCE	0	0	5,000	1,000	2,500
0011600	5244120 COMMUNICATION	0	0	540	900	900
0011600	5244710 PRINTING-INFRASTRUCTURE	0	0	1,640	1,640	0
0011600	5245205 COMPUTER-EQUIPMENT	0	0	3,000	3,000	1,500
0011600	5245210 SUPPLIES	0	0	3,500	1,000	500
	<b>TOTAL OPERATING EXPENSES</b>	<b>0</b>	<b>0</b>	<b>13,680</b>	<b>7,540</b>	<b>5,400</b>
0011600	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 DEVELOPMENT SERVICES</b>	<b>0</b>	<b>0</b>	<b>261,461</b>	<b>252,480</b>	<b>275,943</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 2024**

- 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 are complying prior to operating, including DERM, WASA and Fire.
- Updated BTR forms on the City's website.
- Performed outreach to inform residents of updates to the City's Code of Ordinances.
- Consolidated with Community Services
- Worked with city attorney to implement procedures to abate maintenance nuisances.
- Obtained certification as Florida State Erosion & Settlement Control Inspectors.

#### **CODE ENFORCEMENT DIVISION OBJECTIVES FOR FY 2025**

- 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.
- Continue to work closely with residents, neighborhoods, and other agencies to facilitate voluntary compliance.
- Help maintain and improve the quality of our community by administering fair and unbiased enforcement.
- Obtain formal in-depth training in E-TRAKiT to improve the use of system.



**CODE ENFORCEMENT BUDGET FY 2025**  
**001-1640-524**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 22	ACTUAL FY 23	BUDGET FY 24	ESTIMATE FY 24	ADOPTED FY 25
0011640	5241210 SALARIES - REGULAR	243,302	211,438	243,558	238,452	251,190
0011640	5241410 SALARIES - OVERTIME	0	0	0	700	0
0011640	5242110 F.I.C.A.	19,113	16,756	19,438	18,734	19,923
0011640	5242210 PENSION PLAN CONTRIBUTION	21,328	18,938	24,266	19,106	30,285
0011640	5242220 ICMA RETIREMENT	0	0	0	0	0
0011640	5242310 GROUP HEALTH INSURANCE	27,195	27,367	31,607	28,743	27,705
0011640	5242410 WORKER'S COMPENSATION	4,319	3,566	10,070	3,876	5,006
	<b>TOTAL PERSONNEL SERVICES</b>	<b>315,257</b>	<b>278,064</b>	<b>328,939</b>	<b>309,611</b>	<b>334,109</b>
0011640	5243111 CONTRACTUAL - SPECIAL MASTER	1,838	3,610	10,000	5,000	12,000
0011640	5243450 CONTRACTUAL	575	4,302	5,000	5,000	10,000
0011640	5244070 TRAVEL & CONFERENCE	0	642	600	600	800
0011640	5244080 EMPLOYEE EDUCATION	210	2,039	2,500	2,500	2,500
0011640	5244110 POSTAGE	3,996	5,000	5,000	5,000	5,000
0011640	5244120 COMMUNICATION	2,415	1,844	2,800	2,800	2,800
0011640	5244515 LIABILITY INSURANCE-AUTO	2,734	1,578	2,000	868	2,000
0011640	5244710 PRINTING-INFRASTRUCTURE	1,063	1,058	1,650	1,650	1,650
0011640	5244920 OTHER CHARGES-LIENS	459	1,175	1,650	1,650	2,500
0011640	5245205 COMPUTER EQUIPMENT	0	0	1,000	1,000	1,500
0011640	5245210 SUPPLIES	2,278	1,929	3,500	3,500	3,500
0011640	5245220 UNIFORMS	511	695	1,000	1,000	2,000
0011640	5245230 FUEL	1,653	5,659	6,640	6,000	6,800
0011640	5245410 MEMBERSHIPS & SUBSCRIPTIONS	423	0	450	450	450
	<b>TOTAL OPERATING EXPENSES</b>	<b>18,155</b>	<b>29,531</b>	<b>43,790</b>	<b>37,018</b>	<b>53,500</b>
0011640	5249920 CONTINGENCY	0	0	5,000	0	7,500
	<b>OTHER FUNDING SOURCE</b>	<b>0</b>	<b>0</b>	<b>5,000</b>	<b>0</b>	<b>7,500</b>
	<b>TOTAL CODE ENFORCEMENT</b>	<b>333,412</b>	<b>307,595</b>	<b>377,729</b>	<b>346,629</b>	<b>395,109</b>

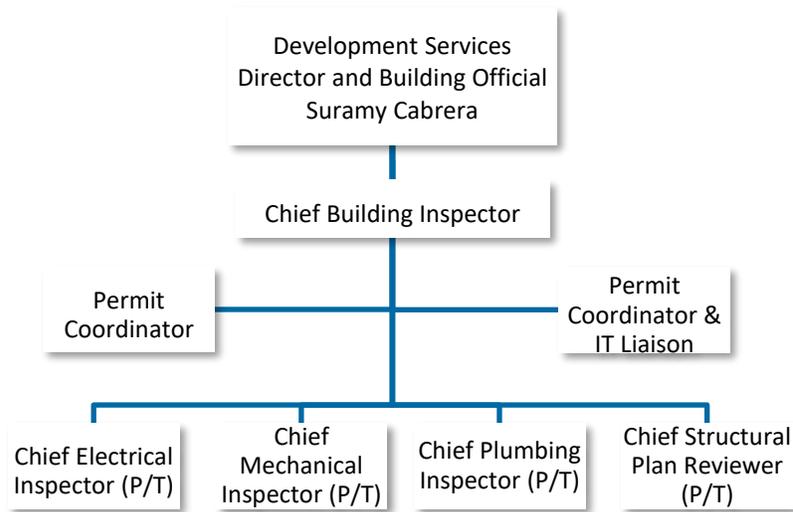
**CODE ENFORCEMENT DIVISION BUDGET HIGHLIGHTS**

**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 DEPARTMENT ACCOMPLISHMENTS FY 2024**

- 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 submitted monthly reports.
- Performed onsite visit of building that were of concern to patrons.

#### **BUILDING DEPARTMENT OBJECTIVES FY 2025**

- Continue to maintain a 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.
- Obtain plan review table for digital plan review.



**BUILDING DEPARTMENT ACTIVITY REPORT**

ACTIVITY		ACTUAL FY 2021	ACTUAL FY 2022	ACTUAL FY 2023	ESTIMATED FY 2024	PROJECTED FY 2025
PERMITS:						
	Building	615	600	540	550	585
	Roofing	220	200	194	198	205
	Electrical	315	300	254	260	290
	Mechanical	140	135	112	120	129
	Plumbing	185	180	194	200	186
<b>TOTAL PERMITS</b>		<b>1,475</b>	<b>1,415</b>	<b>1,294</b>	<b>1,328</b>	<b>1,395</b>
INSPECTIONS:						
	Building	1,450	1,400	1,488	1,480	1,446
	Roofing	730	720	1,096	1,000	849
	Electrical	750	740	900	800	797
	Mechanical	330	320	314	320	321
	Plumbing	490	480	568	550	513
<b>TOTAL INSPECTIONS</b>		<b>3,750</b>	<b>3,660</b>	<b>4,366</b>	<b>4,150</b>	<b>3,925</b>



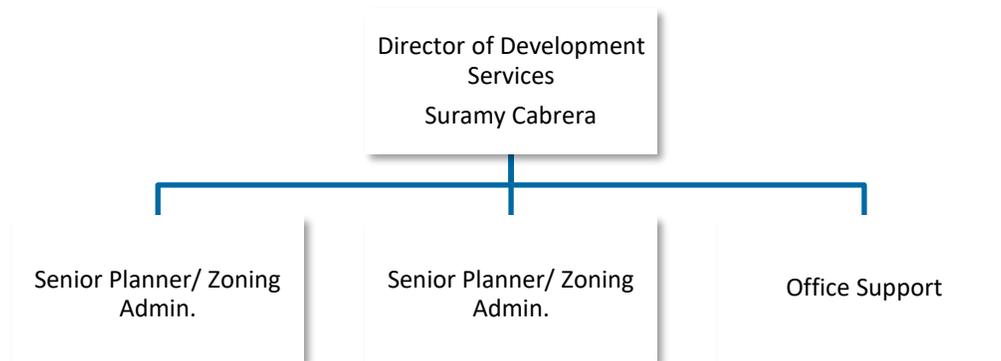
**BUILDING DEPARTMENT BUDGET FY 2025**  
**001-1610-524**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 22	ACTUAL FY 23	BUDGET FY 24	ESTIMATE FY 24	ADOPTED FY 25
0011610	5241210 SALARIES - REGULAR	207,706	226,310	261,222	255,817	272,880
0011610	5241310 SALARIES - PART TIME - INSPECTORS	180,849	198,162	199,686	182,290	180,036
0011610	5242110 F.I.C.A.	29,155	31,796	35,259	33,037	34,648
0011610	5242210 PENSION PLAN CONTRIBUTION	11,977	15,567	20,161	15,874	24,633
0011610	5242220 ICMA RETIREMENT	3,441	3,630	4,173	4,077	4,851
0011610	5242310 GROUP HEALTH INSURANCE	24,748	27,283	31,607	28,626	27,705
0011610	5242410 WORKER'S COMPENSATION	2,469	2,560	7,014	2,751	4,010
	<b>TOTAL PERSONNEL SERVICES</b>	<b>460,345</b>	<b>505,306</b>	<b>559,122</b>	<b>522,473</b>	<b>548,763</b>
0011610	5243150 CONTRACT INSPECTORS	2,300	1,900	3,000	1,000	3,000
0011610	5243450 CONTRACTUAL SERVICES	0	0	1,000	1,000	2,000
0011610	5243480 DIGITIZING	0	0	0	0	50,000
0011610	5244110 POSTAGE	125	166	200	200	500
0011610	5244120 COMMUNICATION	2,697	1,998	4,020	4,020	4,920
0011610	5244515 LIABILITY INSURANCE- AUTO	600	344	767	336	767
0011610	5244710 PRINTING - INFRASTRUCTURE	1,135	1,200	1,640	1,640	3,280
0011610	5245205 COMPUTER-EQUIPMENT	0	0	0	0	1,500
0011610	5245210 SUPPLIES	628	2,445	3,000	3,000	3,000
0011610	5245220 UNIFORMS	852	1,156	1,840	1,000	2,150
0011610	5245230 FUEL	964	1,889	2,216	2,216	2,500
0011610	5245410 MEMBERSHIPS & SUBSCRIPTIONS	116	0	160	150	500
	<b>TOTAL OPERATING EXPENSES</b>	<b>9,417</b>	<b>11,097</b>	<b>17,843</b>	<b>14,562</b>	<b>74,117</b>
0011610	5249920 CONTINGENCY	0	0	5,000	0	7,500
	<b>OTHER FUNDING SOURCE</b>	<b>0</b>	<b>0</b>	<b>5,000</b>	<b>0</b>	<b>7,500</b>
	<b>TOTAL BUILDING DEPARTMENT</b>	<b>469,762</b>	<b>516,403</b>	<b>581,965</b>	<b>537,035</b>	<b>630,380</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 2024

- 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 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.
- Reviewed 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.
- Conducted 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.
- Researched and drafted Land Development Code changes necessary to achieve the goals and objectives of the City.
- Monitored 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.
- Revised annexation application completed in FY2022 to reflect an adjustment in the boundary of the area.
- 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 2025**

- 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.
- Continuation to coordinate 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.
- 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.
- Monitor state legislative actions for changes that affect the Land Development Code and prepare code amendments as needed.
- Continue to work with the City Attorney on researching and drafting Land Development Code changes necessary to achieve the goals and objectives of the City.
- Continue to work with the City Attorney on identifying and correcting inconsistencies in the Land Development Code.
- Promote infill development through the rezoning of properties in the City.
- Work on the creation of a landscape master plan to increase the City's tree canopy.
- Monitor state legislative actions for changes that affect the Land Development Code and prepare code amendments as needed.



- Continue to provide training and guidance to new board members so they have the knowledge and expertise needed to serve on their respective boards.
- Continue the 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.
- Continue working with the City’s consultant, Calvin Giordano & Associates, on the revised annexation application that reflects an adjustment in the boundary of the area.

**PLANNING & ZONING DEPARTMENT ACTIVITY REPORT**

ACTIVITY	ACTUAL FY 2021	ACTUAL FY 2022	ACTUAL FY 2023	ESTIMATED FY 2024	PROJECTED FY 2025
Building Permits Reviewed	850	800	900	1100	850
<b>Items Processed for:</b>					
Planning Board	30	25	30	25	28
Development Review Board	70	70	70	80	70
Historic Preservation Board	5	5	6	8	5



**PLANNING AND ZONING DEPARTMENT BUDGET FY 2025**  
**001-1620-524**

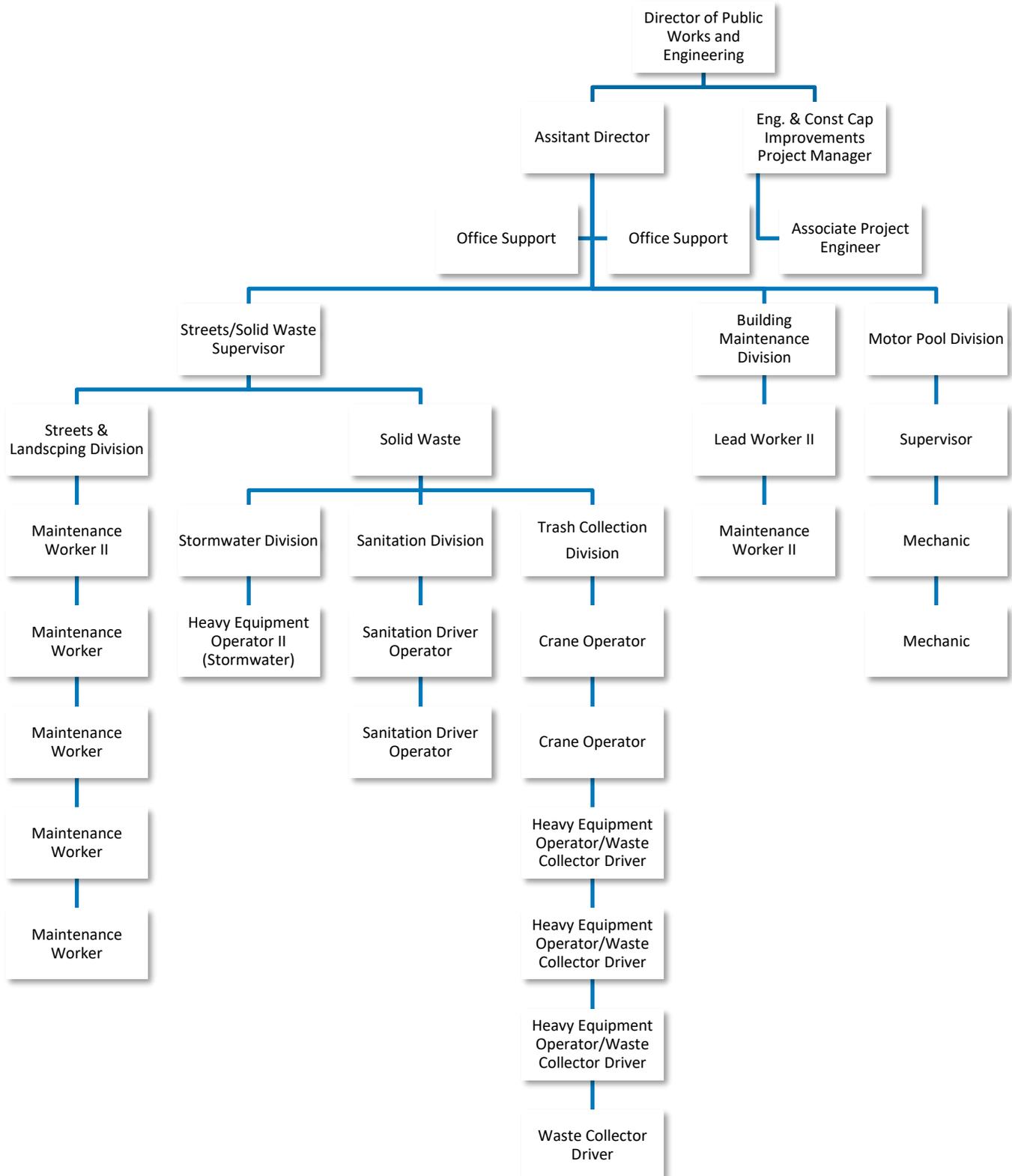
ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 22	ACTUAL FY 23	BUDGET FY 24	ESTIMATE FY 24	ADOPTED FY 25
0011620	5241210 SALARIES - REGULAR	281,009	306,478	172,935	173,462	202,328
0011620	5242110 F.I.C.A.	20,986	23,043	13,230	13,099	15,478
0011620	5242210 PENSION PLAN CONTRIBUTION	23,906	29,149	17,294	13,616	24,482
0011620	5242220 ICMA RETIREMENT	999	10,490	0	0	0
0011620	5242310 GROUP HEALTH INSURANCE	29,064	35,358	21,071	19,209	18,470
0011620	5242410 WORKER'S COMPENSATION	350	397	519	166	303
	<b>TOTAL PERSONNEL SERVICES</b>	<b>356,314</b>	<b>404,916</b>	<b>225,049</b>	<b>219,552</b>	<b>261,061</b>
0011620	5243100 PROFESSIONAL SERVICES	0	0	1,420	1,420	1,700
0011620	5243450 CONTRACTUAL SERVICES	64,834	198,052	350,000	350,000	190,000
0011620	5244070 TRAVEL & CONFERENCE	0	42	0	0	500
0011620	5244110 POSTAGE	1,434	2,402	2,500	2,500	2,500
0011620	5244120 COMMUNICATION	1,154	867	1,080	1,080	1,080
0011620	5244515 LIABILITY INSURANCE - AUTO	367	216	477	477	477
0011620	5244620 MAINTENANCE-OPER EQPT.	950	950	5,000	5,000	0
0011620	5244634 MAINTENANCE-INTERNET SOFTWARE	0	0	4,000	4,000	0
0011620	5244710 PRINTING-INFRASTRUCTURE	1,063	871	0	0	0
0011620	5244910 LEGAL ADS	927	450	4,000	4,000	5,000
0011620	5245205 COMPUTER-EQUIPMENT	0	0	0	0	0
0011620	5245210 SUPPLIES	509	1,940	0	0	0
0011620	5245230 FUEL	86	1,889	2,216	2,216	2,216
0011620	5245410 MEMBERSHIPS & SUBSCRIPTIONS	1,154	1,001	2,500	0	2,500
	<b>TOTAL OPERATING EXPENSES</b>	<b>72,478</b>	<b>208,681</b>	<b>373,193</b>	<b>370,693</b>	<b>205,973</b>
0011620	5249920 CONTINGENCY	0	0	0	0	2,500
	<b>OTHER FUNDING SOURCE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,500</b>
	<b>TOTAL PLANNING &amp; ZONING</b>	<b>428,792</b>	<b>613,597</b>	<b>598,242</b>	<b>590,245</b>	<b>469,534</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 OFFICE OF THE DIRECTOR ACCOMPLISHMENTS FOR FY 2024**

- To ensure that all divisions respond to SeeClick Fix ticket request in a timely manner.
- Reduced operation costs through competitive bidding and negotiation on purchases and services.
- Implemented Florida Green Local Government Standards at Public Works and all other Departments in accordance with the suggested criteria of the Florida Green Building Coalition and recommendation of the City's Green Task Force.



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

#### **PUBLIC WORKS OFFICE OF THE DIRECTOR OBJECTIVES FOR FY 2025**

- Manage the department's operations.
- Focus on the elimination of unused and inoperable equipment and provide the surplus for auction.
- Maintain the City's storage facility in the Public Works Compound for better access and display of storage contents.
- Reduce operation costs through competitive bidding and negotiation on purchases and services.
- Implement Florida Green Local Government Standards at Public Works and all other Departments in accordance with the suggested criteria of the Florida Green Building Coalition and recommendation of the City's Green Task Force.
- Promote seasonal events such as Public Works Weeks, Water Day, Earth Day and Arbor Day as well as any other City organized events.
- Enhance the 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 an 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 2025**  
**001-1770-519**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 22	ACTUAL FY 23	BUDGET FY 24	ESTIMATE FY 24	ADOPTED FY 25
0011770	5191210 SALARIES - REGULAR	32,964	36,434	209,194	44,289	263,910
0011770	5191310 SALARIES - PART-TIME	6,782	18,216	0	411	0
0011770	5192110 F.I.C.A.	3,034	4,169	16,003	3,406	20,189
0011770	5192210 PENSION PLAN CONTRIBUTION	0	0	16,533	13,016	21,502
0011770	5192220 ICMA	2,283	2,550	3,070	2,995	6,035
0011770	5192310 GROUP HEALTH INSURANCE	8,106	10,504	31,607	12,695	27,705
0011770	5192410 WORKER'S COMPENSATION	57	62	619	229	392
	<b>TOTAL PERSONNEL SERVICES</b>	<b>53,226</b>	<b>71,934</b>	<b>277,026</b>	<b>77,041</b>	<b>339,733</b>
0011770	5194070 TRAVEL & CONFERENCES	0	0	250	100	250
0011770	5194080 EMPLOYEE EDUCATION	0	0	500	200	250
0011770	5194540 BOILER & MACHINERY INSURANCE	0	0	1,000	400	1,000
0011770	5194710 PRINTING- INFRASTRUCTURE	1,930	1,221	5,000	2,000	5,000
0011770	5195205 COMPUTER EQUIPMENT	0	0	500	400	500
0011770	5195210 SUPPLIES	982	748	1,000	800	1,000
0011770	5195270 PERMITS	941	991	1,000	750	1,000
0011770	5195410 MEMBERSHIPS & SUBSCRIPTIONS	0	0	250	200	250
	<b>TOTAL OPERATING EXPENSES</b>	<b>3,853</b>	<b>2,960</b>	<b>9,500</b>	<b>4,850</b>	<b>9,250</b>
	<b>TOTAL OFFICE OF THE DIRECTOR</b>	<b>57,079</b>	<b>74,894</b>	<b>286,526</b>	<b>81,891</b>	<b>348,983</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 2024**

- Painted and remodeled suites throughout Mobley Building.
- Installed tile stairway for City Hall and second floor Human Resources.
- The Sylva Martin building underwent renovations including the installation of new lighting, paint, and electrical work.
- A new fire pump controller was installed at the Municipal Parking Garage.
- LED lighting was added to the light poles on 73<sup>rd</sup> St.
- Installation of Wi-Fi in the Municipal Parking Garage.
- Assisted with the installation of new fuel pumps and monitoring systems at Public Works and City Hall.
- Installation of three A/C units in three areas that are: Palmer Park, Sylva Martin, and Community Center (gymnasium).



**BUILDING MAINTENANCE DIVISION OBJECTIVES FOR FY 2025**

- Partner with other City departments for maintenance recommendations and outside vendors to provide maintenance safely and efficiently for City facilities.
- Respond and complete requests made through “See-Click Fix” in a timely manner.
- Keep all city facilities safe and operating efficiently.

**BUILDING MAINTENANCE DIVISION ACTIVITY REPORT**

ACTIVITY	ACTUAL FY 2021	ACTUAL FY 2022	ACTUAL FY 2023	ESTIMATED FY 2024	PROJECTED FY 2025
Changing AC Filters	950	950	950	950	950
Unscheduled Repairs and Work Requests	1,000	1,000	1,100	1,250	1,250
Cleaning of Fish Pond	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 2025**  
**001-1710-519**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 22	ACTUAL FY 23	BUDGET FY 24	ESTIMATE FY 24	ADOPTED FY 25
0011710 5191210	SALARIES - REGULAR	108,240	117,563	136,491	137,030	149,612
0011710 5191410	OVERTIME	5,296	5,284	8,000	8,000	12,000
0011710 5192110	F.I.C.A.	9,860	10,622	12,665	12,806	13,776
0011710 5192210	PENSION PLAN CONTRIBUTION	8,981	10,718	14,389	11,328	19,482
0011710 5192310	GROUP HEALTH INSURANCE	16,586	17,948	21,071	18,999	18,470
0011710 5192410	WORKER'S COMPENSATION	2,174	2,414	7,194	2,760	3,220
	<b>TOTAL PERSONNEL SERVICES</b>	<b>151,137</b>	<b>164,549</b>	<b>199,810</b>	<b>190,923</b>	<b>216,560</b>
0011710 5193450	CONTRACTUAL SERVICES	82,472	104,644	100,000	96,250	171,800
0011710 5194080	EMPLOYEE EDUCATION	0	249	250	200	250
0011710 5194120	COMMUNICATION	560	556	780	700	780
0011710 5194310	UTILITES-ELECTRIC	77,805	99,141	100,000	98,500	102,000
0011710 5194320	UTILITIES-WATER	35,187	47,974	60,000	58,000	60,000
0011710 5194620	MAINT & REPAIR OPER EQUIP	4,756	8,784	10,000	9,350	10,000
0011710 5194670	MAINT & REPAIR-GDS & STRUCT	73,900	91,063	90,000	88,000	90,000
0011710 5195210	SUPPLIES	14,645	19,946	20,000	18,000	22,000
0011710 5195220	UNIFORMS	985	942	1,400	1,300	1,600
	<b>TOTAL OPERATING EXPENSES</b>	<b>290,310</b>	<b>373,298</b>	<b>382,430</b>	<b>370,300</b>	<b>458,430</b>
0011710 5199920	CONTINGENCY	3,525	0	5,000	4,300	5,000
	<b>OTHER FUNDING SOURCE</b>	<b>3,525</b>	<b>0</b>	<b>5,000</b>	<b>4,300</b>	<b>5,000</b>
	<b>TOTAL BUILDING MAINTENANCE</b>	<b>444,972</b>	<b>537,847</b>	<b>587,240</b>	<b>565,523</b>	<b>679,990</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 2024**

- Since the implementation of the Automated Garbage Truck System, the bins have had a lot of wear and tear. The Solid Waste Division has reduced the amount of garbage bins replaced this fiscal year.
- To provide excellent service to residents, our employees have received training in operating a garbage truck, crane, and sweeper as a backup and to offer assistance in case of an emergency or natural disaster.
- Filled trash holes with recycled asphalt pavement (RAP) to extend the time between fill-ins and improve the appearance in front of properties.
- Helped Code Enforcement in decreasing instances of illegal dumping across the city.
- Continued to upgrade the fleet to establish dependable and efficient trucks and heavy equipment.
- Reduce the amount of side trash piles throughout the city to prevent illegal dumping side trash pits were filled with soil and sod.

### **SOLID WASTE DIVISION OBJECTIVES FOR FY 2025**

- Keep improving the fleet to ensure reliable and effective trucks and heavy machinery.
- Continue to work with Code Enforcement to reduce illegal dumping sites.



- Collaborate with Code Enforcement to decrease instances of illegal dumping.
- Cut down on operational costs and dumping fees through alternative methods and recycling.
- Promote recycling to save on disposal fees and benefit the environment.
- Minimize overtime by ensuring adequate staffing levels.
- Provide staff with essential training to deliver top-notch services to City residents.
- Continue to fill trash holes with recycled asphalt pavement (RAP) material. Respond and complete requests made through “See-Click Fix” in a timely manner.

**SOLID WASTE DIVISION ACTIVITY REPORT**

ACTIVITY	ACTUAL FY 2021	ACTUAL FY 2022	ACTUAL FY 2023	ESTIMATED FY 2024	PROJECTED FY 2025
Garbage [tons]	3,500	4,000	4,000	3,800	4,000
Trash [tons]	11,500	12,000	11,000	11,000	11,000
Excess Trash Pickups	100	75	70	70	70
Filling of Trash Holes	100	100	100	100	120



**PUBLIC WORKS SOLID WASTE DIVISION BUDGET FY 2025**  
**001-1720-534**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 22	ACTUAL FY 23	BUDGET FY 24	ESTIMATE FY 24	ADOPTED FY 25
0011720	5341210 SALARIES - REGULAR	349,408	366,240	421,602	427,945	458,121
0011720	5341410 OVERTIME	6,901	7,776	8,000	10,000	12,000
0011720	5342110 F.I.C.A.	28,339	29,164	35,273	34,339	38,414
0011720	5342210 PENSION PLAN CONTRIBUTION	26,994	32,551	41,890	32,982	56,594
0011720	5342220 ICMA	0	93	0		0
0011720	5342310 GROUP HEALTH INSURANCE	65,455	68,304	84,286	75,601	73,880
0011720	5342410 WORKER'S COMPENSATION	11,551	12,951	36,738	14,133	18,949
	<b>TOTAL PERSONNEL SERVICES</b>	<b>488,648</b>	<b>517,077</b>	<b>627,789</b>	<b>595,000</b>	<b>657,958</b>
0011720	5343470 INTERLOCAL AGREEMENT-RECYCLING	129,144	177,151	240,000	246,000	256,000
0011720	5344080 EMPLOYEE EDUCATION	0	0	500	300	500
0011720	5344340 REFUSE DISPOSAL FEE	760,663	862,443	820,000	870,000	935,000
0011720	5345210 SUPPLIES	43,856	32,601	50,000	32,500	50,000
0011720	5345220 UNIFORMS	4,677	4,770	6,000	5,800	6,500
	<b>TOTAL OPERATING EXPENSES</b>	<b>938,340</b>	<b>1,076,965</b>	<b>1,116,500</b>	<b>1,154,600</b>	<b>1,248,000</b>
	<b>TOTAL SOLID WASTE</b>	<b>1,426,988</b>	<b>1,594,042</b>	<b>1,744,289</b>	<b>1,749,600</b>	<b>1,905,958</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 2024**

- Installed new landscaping throughout Town Center.
- Installation of trees requested by residents through our tree planting initiative program.
- Completed debris removal throughout the City's canals.
- Assisted with maintenance for the Municipal Parking Garage.
- Oversaw lighting and electrical rights-of-way to assist in FPL maintenance and improvements of illuminated areas.
- Replaced green garbage containers with new garbage containers throughout the Town Center.
- Conduct inspections of the City's stormwater system as mandated by the NPDES Storm Water Permit and collaborated with our storm drain cleaning contractor to clean stormwater drains and pipes following inspections.
- Continued regular pressure washing and gum removal to keep our Town Center and other areas graffiti-free.



- Completed tree pruning and trimming as needed throughout the city.

**STREETS AND LANDSCAPING DIVISION OBJECTIVES FOR FY 2025**

- Enhance the appearance of various locations across the city.
- Continue to trim trees as needed throughout the city.
- Continue to upgrade and beautify the Town Center area.
- Arrange the annual maintenance contract with external vendors for the median Landscape maintenance agreement, in coordination with the FDOT reimbursement program.
- Increase overall roadway safety with the timely repair of potholes and removal of debris and other dangerous objects from the right of way.
- Regularly inspect and maintain easements and tall trees near power lines.
- Continue to assist with the City’s tree-planting initiatives.
- Refresh faded parking space markings in the vicinity.
- Respond and complete requests made through “See-Click Fix” in a timely manner.
- Fix broken sidewalks to reduce the City’s legal risk.

**STREETS & LANDSCAPING DIVISION ACTIVITY REPORT**

ACTIVITY	ACTUAL FY 2021	ACTUAL FY 2022	ACTUAL FY 2023	ESTIMATED FY 2024	PROJECTED FY 2025
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]	1,200	1,200	1,400	1,150	1,250
Cleaning of Storm Drains	100	100	120	130	135
Citywide Insp. of Street Lights & Downtown Lighting	40	40	40	40	40
Removal of Graffiti	120	100	150	230	150
Trimming of Street Trees	400	400	300	240	200
Installation & Repair of Street Signs	80	80	100	120	120
Citywide Repair of Potholes	40	40	30	25	35
Installation & Removal of Banners	100	60	40	40	40



**PUBLIC WORKS STREETS & LANDSCAPING DIVISION BUDGET FY 2025**  
**001-1730-541**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 22	ACTUAL FY 23	BUDGET FY 24	ESTIMATE FY 24	ADOPTED FY 25
0011730	5411210 SALARIES - REGULAR	238,474	258,962	361,018	348,556	423,789
0011730	5411410 OVERTIME	6,334	7,506	10,000	9,500	10,000
0011730	5412110 F.I.C.A.	19,000	21,270	29,189	28,466	33,891
0011730	5412210 PENSION PLAN CONTRIBUTION	18,195	17,683	25,928	20,414	51,279
0011730	5412220 ICMA	6,344	7,124	6,974	0	0
0011730	5412310 GROUP HEALTH INSURANCE	42,403	52,434	73,750	66,053	73,880
0011730	5412410 WORKER'S COMPENSATION	10,758	12,630	36,897	14,179	16,952
	<b>TOTAL PERSONNEL SERVICES</b>	<b>341,508</b>	<b>377,609</b>	<b>543,756</b>	<b>487,168</b>	<b>609,791</b>
0011730	5413450 CONTRACTUAL SERVICES	44,681	90,276	100,000	96,000	100,000
0011730	5414070 TRAVEL AND CONFERENCE	0	0	250	200	250
0011730	5414080 EMPLOYEE EDUCATION	0	448	500	300	500
0011730	5414120 COMMUNICATION	448	434	1,080	1,080	1,080
0011730	5414625 LANDSCAPE MAINTENANCE	65,005	95,521	230,000	213,000	230,000
0011730	5414640 MAINT & REP.STREETS & PARKWYS	26,049	25,237	25,000	21,900	25,000
0011730	5414650 ELECTRICITY-STREET LIGHTS	140,471	148,975	150,000	148,000	150,000
0011730	5414670 MAINT & REP-GDS & STRUCT	3,563	9,752	10,000	9,400	12,000
0011730	5415210 SUPPLIES	275	4,909	5,000	4,500	5,000
0011730	5415220 UNIFORMS	3,040	3,434	4,000	3,900	5,000
0011730	5415245 TOOLS	319	11,550	8,000	7,300	8,000
	<b>TOTAL OPERATING EXPENSES</b>	<b>283,851</b>	<b>390,535</b>	<b>533,830</b>	<b>505,580</b>	<b>536,830</b>
	<b>TOTAL STREET MAINTENANCE</b>	<b>625,359</b>	<b>768,144</b>	<b>1,077,586</b>	<b>992,748</b>	<b>1,146,621</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.

### **MOTOR POOL DIVISION ACCOMPLISHMENTS FOR FY 2024**

- Staff assessed the inventory of the fleet and conducted preventive maintenance to guarantee optimal performance of the vehicles.
- The motor pool team participated in training sessions focused on repairing and maintaining the City's fleet of vehicles.
- Carried out repairs on heavy-duty trucks that had not been previously addressed by the motor pool, including work on air conditioning systems, transmissions, brakes, engine removals, and front-end repairs.
- Continued preventive maintenance program to prevent oil and hydro leaks in the streets throughout the city.
- Regular maintenance appointments are planned for city vehicles.
- Ongoing routine maintenance to ensure that police vehicles receive regular oil changes.
- Improved the Motor Pool by acquiring new tools and equipment that allow staff to perform essential repairs efficiently and effectively on vehicles and heavy equipment.



- Reduce the number of outside repairs by vendors, by training and repairing with our own staff.

**MOTOR POOL DIVISION OBJECTIVES FOR FY 2025**

- Enhance the software used for managing fleet work orders.
- Increase scheduled maintenance performance.
- Decreased fuel usage and emissions by exchanging older vehicles with newer ones. Studied a more efficient fuel distribution system to improve gasoline and diesel control in fleet management.
- Investigate technologies for vehicles that use alternative forms of propulsion, like electric power, natural gas, and hybrid systems.
- Respond and complete requests made through “See-Click Fix” in a timely manner
- Continue to attend repair and maintenance training concerning the City’s fleet.

**MOTOR POOL ACTIVITY REPORT**

ACTIVITY	ACTUAL FY 2021	ACTUAL FY 2022	ACTUAL FY 2023	ESTIMATED FY 2024	PROJECTED FY 2025
Motor Pool Scheduled & Unscheduled Services	1,600	1,600	1,700	1,850	1,900
Motor Pool Road Call/Emerg. Serv.	50	50	50	40	20
Motor Pool Warranty Service	15	10	20	25	25
Generator Inspections	208	208	208	208	208
Fuel Level Checks	150	150	150	150	150
Police Oil Change	35	35	50	80	80



**PUBLIC WORKS MOTOR POOL DIVISION BUDGET FY 2025**  
**001-1760-519**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 22	ACTUAL FY 23	BUDGET FY 24	ESTIMATE FY 24	ADOPTED FY 25
0011760	5191210 SALARIES - REGULAR	142,266	107,379	169,158	169,158	182,667
0011760	5191410 OVERTIME	1,180	5,613	4,000	6,000	8,000
0011760	5192110 F.I.C.A.	10,526	8,526	13,247	13,347	14,586
0011760	5192210 PENSION PLAN CONTRIBUTION	12,777	13,795	17,226	13,562	22,962
0011760	5192310 GROUP HEALTH INSURANCE	19,924	18,919	31,607	28,255	27,705
0011760	5192410 WORKER'S COMPENSATION	2,168	2,176	6,150	2,369	3,795
	<b>TOTAL PERSONNEL SERVICES</b>	<b>188,841</b>	<b>156,408</b>	<b>241,388</b>	<b>232,691</b>	<b>259,715</b>
0011760	5194080 EMPLOYEE EDUCATION	0	0	250	200	250
0011760	5194120 COMMUNICATION	560	46	0	0	0
0011760	5194515 LIABILITY INSURANCE-AUTO	38,992	22,571	50,000	34,400	40,000
0011760	5194620 MAINT & REP-OPERAT EQUIP	733	987	3,000	3,950	4,000
0011760	5194680 MAINT & REP-OUTSIDE SER.	85,418	104,270	120,000	117,000	120,000
0011760	5195220 UNIFORMS	2,827	3,615	3,500	3,450	4,000
0011760	5195230 FUEL & LUB.	161,014	126,031	169,000	145,000	169,000
0011760	5195240 PARTS	71,901	80,202	90,000	89,400	95,000
0011760	5195245 OPERATING TOOL	0	2,028	4,000	3,950	5,000
0011760	5195250 TIRES	24,352	29,931	30,000	29,750	35,000
0011760	5195260 CHEMICALS/SUPPLIES	1,973	1,977	2,000	1,300	2,000
	<b>TOTAL OPERATING EXPENSES</b>	<b>387,770</b>	<b>371,658</b>	<b>471,750</b>	<b>428,400</b>	<b>474,250</b>
	<b>TOTAL MOTOR POOL</b>	<b>576,611</b>	<b>528,065</b>	<b>713,138</b>	<b>661,091</b>	<b>733,965</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 2024**

- Implemented traffic calming recommendations based on the Citywide Traffic Calming Study.
- Managed transit and mobility programs throughout the City.
- Provided drainage improvements throughout the City based on resident requests.
- Implemented recommendations from the South Miami Intermodal Transportation Plan.
- Continued the road resurfacing and reconstruction projects.
- Provided citywide sidewalk repairs and replacements.



- Cleansed the inlets and catch basins throughout the City.
- Provided maintenance and repairs to City street signs.
- Participated in the Design review Committee.
- Provided plans review and inspections to construction of new homes.
- Provided the Annual National Pollutant Discharge Elimination System report to the Florida Department of Environmental Protection.
- Coordinated projects with Developers, Miami-Dade County and Florida Department of Transportation
- Managed Interlocal Agreements with Miami-Dade County

#### **ENGINEERING & CONSTRUCTION OBJECTIVES FOR FY 2025**

- Continue to Administer the Capital Improvement Projects for traffic calming, roadway & road infrastructure and Miscellaneous projects.
- Continue to implement traffic calming devices
- Continue to manage transit and mobility programs throughout the City.
- Continue to provide drainage improvements throughout the City based on resident requests.
- Continue the citywide 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 implement sanitary sewer projects based on the sanitary sewer master plan.
- Continue to provide landscape improvements projects throughout the City.
- Continue to provide construction management to parking garage repairs and improvements.
- 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 assist with grant applications and grant management with FDOT and FDEP
- Continue to Manage Interlocal Agreements with Miami-Dade County.

**ENGINEERING AND CONSTRUCTION DIVISION**

ACTIVITY	ACTUAL FY 21	ACTUAL FY 22	ACTUAL FY 23	ESTIMATED FY 24	PROJECTED FY 25
Mgmt. of Construction Projects	23	21	24	22	23
Permits Issued	114	93	90	91	88
Permits Handled	96	90	116	114	106



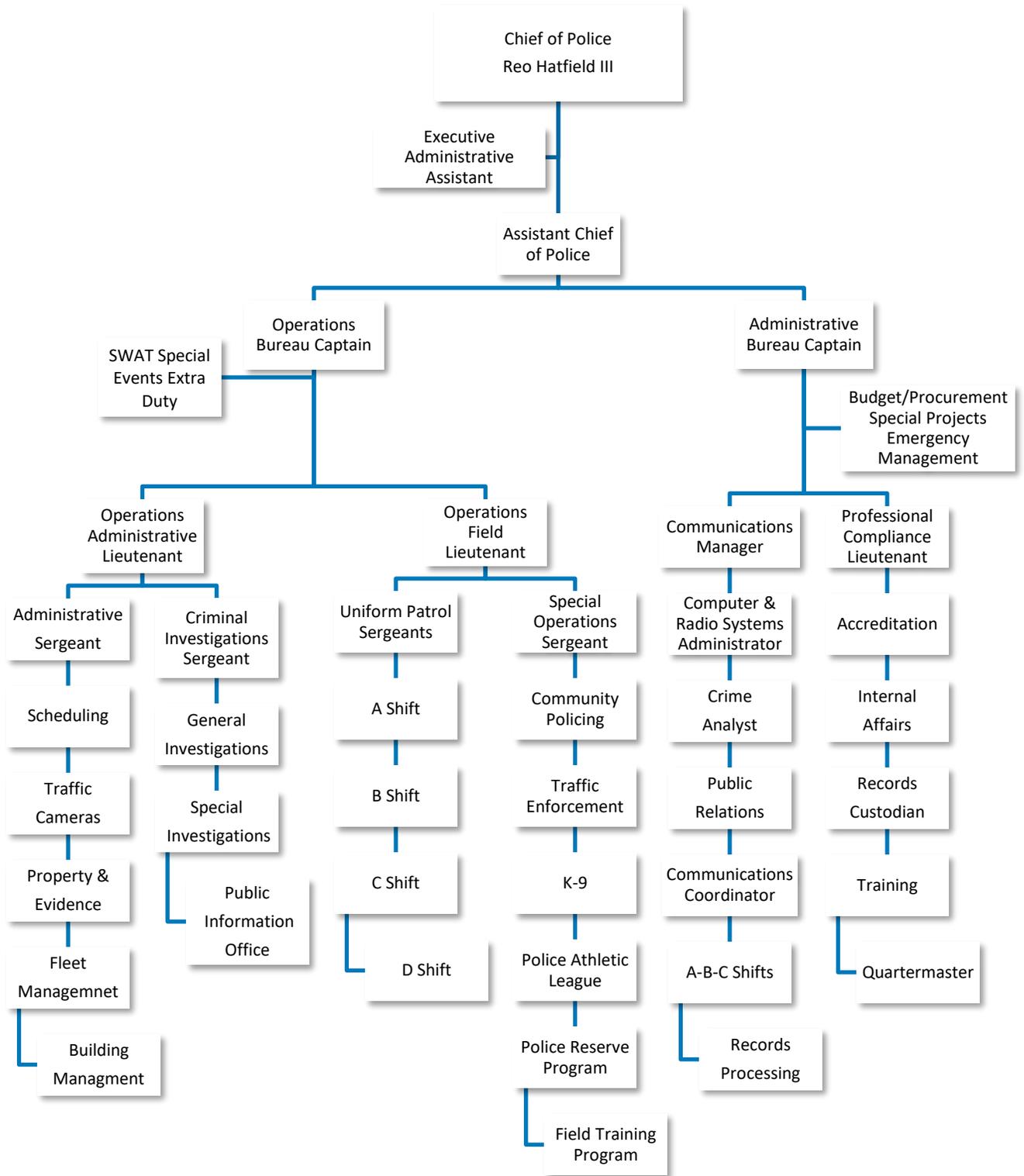
**PUBLIC WORKS ENGINEERING & CONSTRUCTION DIVISION BUDGET FY 2025**  
**001-1790-519**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 22	ACTUAL FY 23	BUDGET FY 24	ESTIMATE FY 24	ADOPTED FY 25
0011790	5191210 SALARIES & WAGES - REGULAR	164,628	175,045	201,195	201,563	221,125
0011790	5192110 F.I.C.A.	13,163	13,944	17,003	16,188	18,329
0011790	5192210 PENSION PLAN CONTRIBUTION	8,322	10,052	13,035	10,262	17,029
0011790	5192220 ICMA	3,982	4,233	4,959	4,842	5,627
0011790	5192310 GROUP HEALTH INSURANCE	16,868	18,187	21,071	19,169	18,470
0011790	5192410 WORKER'S COMPENSATION	196	211	604	232	332
	<b>TOTAL PERSONNEL SERVICES</b>	<b>207,159</b>	<b>221,672</b>	<b>257,867</b>	<b>252,257</b>	<b>280,912</b>
0011790	5194070 TRAVEL & CONFERENCE	0	0	500	0	500
0011790	5194080 EMPLOYEE - EDUCATION	99	0	1,000	1,000	1,200
0011790	5194120 COMMUNICATION	896	867	1,560	900	1,560
0011790	5195205 COMPUTER EQUIPMENT	0	0	350	0	1,000
0011790	5195210 SUPPLIES	291	16	1,500	1,000	1,000
0011790	5195410 MEMBERSHIPS & SUBSCRIPTIONS	310	335	350	0	400
0011790	5196490 CONSTRUCTION PROJECTS	0	0	0	0	250,000
	<b>TOTAL OPERATING EXPENSES</b>	<b>1,596</b>	<b>1,218</b>	<b>5,260</b>	<b>2,900</b>	<b>255,660</b>
	<b>TOTAL ENGINEERING &amp; CONSTRUCTION</b>	<b>208,755</b>	<b>222,891</b>	<b>263,127</b>	<b>255,157</b>	<b>536,572</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 2024**

- Utilized social media for hiring.
- Established the Persons with Disabilities Registry.
- Implemented Project Life Saver.
- Conducted Struggle Well Micro Trainings for officers.
- Formed a partnership with New Hope C.O.R.P.S.
- Improved the hiring process and applicant tracking.
- Streamlined the hiring process.
- Increased extra duty pay.
- Implemented Roll Kall Extra Duty Scheduler.
- Transitioned to 10/12-hour shifts.
- Held monthly Employee Advisory Committee meetings.
- Enabled online uniform ordering.
- Reinstated the K-9 Unit.



- Acquired a new traffic trailer and Sentry Speed Sign.
- Renovated the Communications Center.
- Significantly increased training for officer development.

#### **POLICE DEPARTMENT OBJECTIVES FOR FY 2025**

- Achieve staffing levels at 100% for both Patrol and Communications.
- Continue to reduce crime rates.
- Reinstate the Motorcycle Unit.
- Progress with the implementation of a Multi-Agency SWAT team.
- Enhance traffic safety through regular Saturation patrols and DUI checkpoints.
- Reduce the unhoused population through intervention programs.
- Acquire new firearms for officers, transitioning from 40 caliber to 9mm.
- Upgrade to new Axon Body Cams and Tasers with the latest technology.
- Increase de-escalation and firearms training initiatives.



**POLICE DEPARTMENT ACTIVITY REPORT**

ACTIVITY	ACTUAL FY 2021	ACTUAL FY 2022	ACTUAL FY 2023	ESTIMATED FY 2024	PROJECTED FY 2025
<b>Administrative:</b>					
Employment Applicants processed	12	12	20	15	15
Internal Investigations Conducted	5	6	6	6	5
Employee Training Hours	3,800	4,000	3,800	1,300	3,500
Vehicles Purchased	6	8	8	7	5
Property & Evidence Handled	505	505	510	550	530
<b>Communications:</b>					
Total Calls for Service	14,250	14,000	14,290	14,000	13,000
<b>Patrol:</b>					
Total Arrests	500	500	450	750	800
Citations - Moving Violations	5,500	7,000	7,000	6,500	6,000
Non-Moving & Parking	2,000	2,500	2,000	2,200	2,500
Written Reports	3,250	3,500	3,500	2,000	2,500
Assigned Calls	13,250	13,500	13,250	13,350	12,000
<b>Criminal Invest. Division:</b>					
Total Cases Assigned	850	875	850	850	865
Total Cases Cleared	290	300	290	300	295
Total Arrests	45	50	45	50	50
Crime Scenes Processed	40	45	40	40	45
Total Reports Written	950	950	950	950	950



**POLICE BUDGET FY 2025**  
**001-1910-521**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 22	ACTUAL FY 23	BUDGET FY 24	ESTIMATE FY 24	ADOPTED FY 25
0011910	5211210 SALARIES - REGULAR	4,056,543	4,285,360	5,229,089	4,830,289	5,603,143
0011910	5211310 SALARIES - PART-TIME	28,038	0	0	0	0
0011910	5211410 OVERTIME	226,971	317,627	210,000	259,871	215,000
0011910	5211411 OVERTIME-HOLIDAY PAY	55,127	81,374	90,000	99,357	90,000
0011910	5211413 OVERTIME-RED LIGHT CAMERAS	12,303	8,235	10,000	7,659	10,000
0011910	5211414 OVERTIME-SCHOOL ZONE CAMERAS	0	0	0	0	40,000
0011910	5211510 SPECIAL PAY-EDUCATION INCEN.	35,645	33,167	31,706	34,055	34,301
0011910	5211530 HAZARD PAY	81,145	88,425	100,215	90,405	100,215
0011910	5212110 F.I.C.A.	366,586	385,200	427,183	417,821	477,398
0011910	5212210 PENSION CITY CONTRIBUTION	332,849	301,716	326,196	263,000	428,844
0011910	5212220 DEFERRED COMP. CONTR (ICMA)	15,096	17,271	22,520	8,817	4,021
0011910	5212310 GROUP HEALTH INSURANCE	420,977	469,191	621,624	517,647	544,865
0011910	5212410 WORKER'S COMPENSATION	48,205	53,655	126,523	49,798	64,840
	<b>TOTAL PERSONNEL SERVICES</b>	<b>5,679,485</b>	<b>6,041,222</b>	<b>7,195,056</b>	<b>6,578,719</b>	<b>7,612,627</b>
0011910	5213116 ANNUAL PHYSICALS	3,630	13,975	15,000	15,300	17,340
0011910	5213120 LEGAL SERVICES	62,519	12,648	40,000	0	20,000
0011910	5213450 CONTRACTUAL SERVICES	157,427	209,977	350,013	310,002	446,575
0011910	5213452 RED LIGHT CAMERAS	203,286	222,130	228,000	134,686	228,000
0011910	5213456 CONTRACTUAL SCHOOL CROSSING	71,187	63,618	95,000	95,000	100,000
0011910	5213490 CRIME PREVENTION PROGRAMS	250	140	11,000	12,000	16,000
0011910	5214070 TRAVEL & CONFERENCE	9,434	9,511	10,800	6,500	13,000
0011910	5214080 TRAINING & EDUCATION	18,625	14,993	29,650	17,800	55,500
0011910	5214110 POSTAGE	1,036	1,428	2,000	1,000	2,000
0011910	5214120 COMMUNICATION	35,318	36,508	61,480	57,600	62,300
0011910	5214510 LIABILITY INSURANCE	115,564	127,233	150,000	121,364	135,000
0011910	5214515 AUTO INSURANCE	58,149	33,657	74,557	34,000	42,000
0011910	5214620 MAINT & REPAIR EQUIPMENT	11,757	8,185	17,400	10,600	33,000
0011910	5214630 MAINT & REPAIR COMM EQMT	5,918	2,152	7,200	5,150	7,200
0011910	5214632 INTERNET SERVICE	0	0	3,000	0	0
0011910	5214710 PRINTING- INFRASTRUCTURE	3,200	3,266	5,000	5,000	5,800
0011910	5214960 SPECIAL INVESTIGATIONS	950	0	3,000	1,500	3,000
0011910	5214970 EMPLOYEE TESTING	3,186	11,414	16,110	15,610	16,110

*continued*



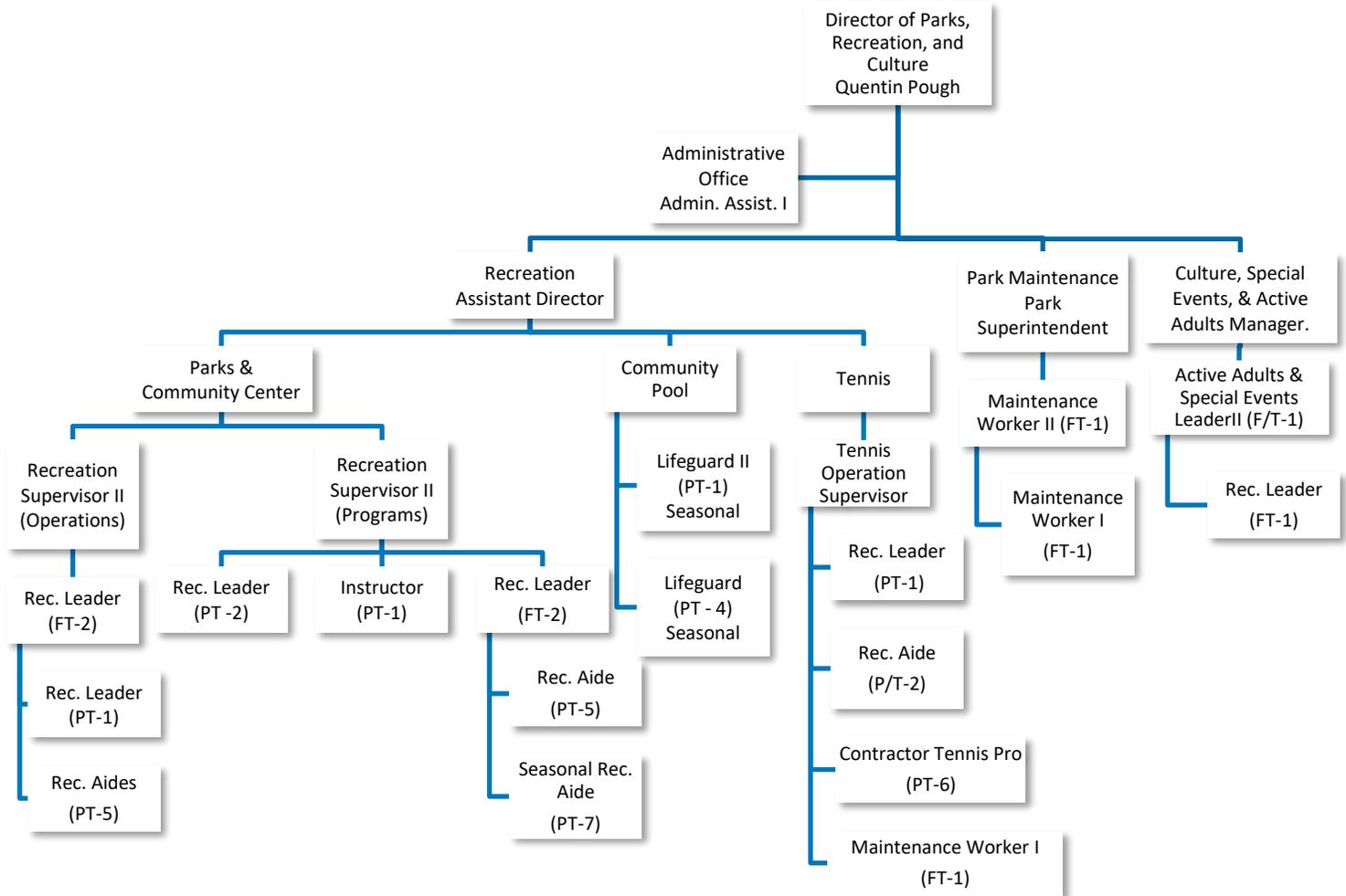
ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 22	ACTUAL FY 23	BUDGET FY 24	ESTIMATE FY 24	ADOPTED FY 25
0011910	5215205 COMPUTER EQUIPMENT	0	0	56,100	52,500	66,700
0011910	5215210 SUPPLIES	74,111	96,112	108,398	83,410	157,480
0011910	5215220 UNIFORMS	55,507	82,671	97,400	79,900	124,900
0011910	5215230 FUEL	108,435	139,085	130,000	100,000	130,000
0011910	5215410 MEMBERSHIPS & SUBSCRIPTIONS	1,665	2,020	7,690	9,440	9,240
	<b>TOTAL OPERATING EXPENSES</b>	<b>1,001,153</b>	<b>1,090,722</b>	<b>1,518,798</b>	<b>1,168,362</b>	<b>1,691,145</b>
0011910	5219920 CONTINGENCY	0	0	5,000	0	65,000
	<b>OTHER FUNDING SOURCE</b>	<b>0</b>	<b>0</b>	<b>5,000</b>	<b>0</b>	<b>65,000</b>
	<b>TOTAL POLICE DEPARTMENT</b>	<b>6,680,638</b>	<b>7,131,944</b>	<b>8,718,854</b>	<b>7,747,081</b>	<b>9,368,772</b>



PARKS, RECREATION, & CULTURE DEPARTMENT



PARKS, RECREATION, & CULTURE DEPARTMENT ORGANIZATIONAL CHART





## PARKS, RECREATION, & CULTURE DIVISION

001-2000-572

### MISSION

Our mission is to enhance the quality of pleasant living in South Miami by providing safe, inviting, and beautifully maintained parks and facilities; provide a variety of fun and inclusive programs, services, and events; and, serve as a model of excellence in both customer service and operational performance. #ItStartsNEndsWithParks

### PARKS, RECREATION, & CULTURE DIVISION FUNCTION

The Parks, Recreation and Culture Division is responsible for the management of public parks and facilities and coordination of diverse programs, services, and events. The Department is comprised of four (4) major service areas as follows:

Administration: provides responsible and sound leadership & management, capital project planning and management, grant and contract management, budget development and monitoring, and oversees various day-to-day administrative operations.

Events: plans and organizes diverse internal events and coordinates permits for external special events and filming activities within the city's limits/boundaries.

Park Maintenance: performs skilled tasks to ensure city parks and facilities are clean, safe, and operational; specializes in the care and maintenance of trees and assists with construction projects.

Recreation: organizes and delivers internal and contracted programs, activities, and services; manages facility rentals and permits; and, conducts routine maintenance support duties.

### PARKS, RECREATION, & CULTURE DIVISION ACCOMPLISHMENTS FOR FY 2024

- Completed multiple new capital improvement projects at Brewer Park (court resurfacing, new dedicated pickleball court), Murray Park (new LED field lighting, court resurfacing, playground sensory enhancements), Fuchs Park (playground fence, bollard lighting and shelter), and South Miami Park (lighting, turf, and shelter).
- Repurposed and renovated Mobley Room Bay 1 into a classroom workstation and Bay 2 into a teen center.
- Hired a new Events and Active Adults Manager.
- Hired a new park ranger.
- Processed and issued 10+ special event permits.



- Successfully planned and executed sixteen (16) City events, including a rooftop movie night at the municipal garage.
- Implemented once a week field trips to the grocery store for registered Seniors of the South Miami Plaza Active Adults program.
- Provided monthly field trips at South Miami Plaza for senior participants: monthly outings (restaurant lunch, marlins game, parrot jungle island, etc.)
- Hosted eleven (11) senior holiday parties that included food, music, crafts, and raffles.

#### **PARKS, RECREATION, & CULTURE DIVISION OBJECTIVES FOR FY 2025**

- Complete Parks and Recreation Master Plan for the 2026-2035 (10-year) in FY-25
- Commence construction of community building at Dante Fascell Park
- Commence construction combo restroom-concession building at South Miami Park
- Complete new turf project at South Miami Park
- Complete new LED field light project at Palmer Park
- Develop a domestic animal in parks policy
- 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.
- Transition rental request process from paper to 100% digital.
- Extend hours of operations at the South Miami Plaza Active Adults center from 1pm to 3pm to provide additional programming.
- Implement a new lite breakfast program for participants of the South Miami Plaza Active Adults center.
- Commence a new event: “Bikes & BBQ”
- Commence a coed flag football program.



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

ACTIVITY	ACTUAL FY 2021	ACTUAL FY 2022	ACTUAL FY 2023	ESTIMATED FY 2024	PROJECTED FY 2025
Youth Football Players	115	125	140	160	130
Youth Cheerleaders	25	25	25	22	25
Youth Basketball Players	80	418	668	800	750
Senior Weekday Meals Served/Delivered	19,500	17,554	13,000	15,600	15,600
Senior Home Delivery Meals	6,760	6,760	6,760	6,760	6,760
Fuchs Pavilion Rental (pavilion)	10	40	20	50	60
Dante Fascell Park Rental (pavilion)	200	205	200	200	210
Veterans Park Rental (gazebo)	2	5	0	3	3



**PARKS AND RECREATION BUDGET FY 2025**  
**001-2000-572**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 22	ACTUAL FY 23	BUDGET FY 24	ESTIMATE FY 24	ADOPTED FY 25
0012000	5721210 SALARIES - REGULAR	406,518	429,343	499,330	476,041	545,264
0012000	5721310 SALARIES - PART-TIME	0	0	23,580	15,444	23,580
0012000	5722110 F.I.C.A.	29,910	32,319	40,809	37,975	44,223
0012000	5722210 PENSION PLAN CONTRIBUTION	32,824	40,583	49,933	39,314	65,977
0012000	5722220 ICMA	0	0	0	2,286	0
0012000	5722310 GROUP HEALTH INSURANCE	43,975	44,786	63,214	56,690	55,410
0012000	5722410 WORKER'S COMPENSATION	7,568	8,285	23,531	9,121	11,377
	<b>TOTAL PERSONNEL SERVICES</b>	<b>520,795</b>	<b>555,316</b>	<b>700,397</b>	<b>636,870</b>	<b>745,831</b>
0012000	5723450 CONTRACTUAL SERVICES	46,073	39,013	109,560	87,810	107,560
0012000	5724060 AUTO ALLOWANCE	2,113	3,758	3,768	3,768	3,768
0012000	5724070 TRAVEL & CONFERENCE	165	346	3,850	1,585	8,347
0012000	5724080 EMPLOYEE EDUCATION	693	2,363	2,480	1,810	6,330
0012000	5724110 POSTAGE	153	150	150	150	150
0012000	5724120 COMMUNICATION	3,880	5,585	5,135	5,135	5,691
0012000	5724310 UTILITIES - ELECTRICITY	2,874	12,430	7,000	4,500	7,000
0012000	5724320 UTILITIES - WATER	1,175	912	1,300	500	1,300
0012000	5724515 LIABILITY INSURANCE- AUTO	6,523	3,772	8,357	8,357	8,357
0012000	5724710 COPY MACHINE	2,237	1,840	7,000	7,000	7,000
0012000	5724820 EVENTS	81,226	83,529	181,000	176,900	210,000
0012000	5725205 COMPUTER EQUIPMENT	7,166	7,495	3,200	1,500	3,200
0012000	5725210 SUPPLIES	3,282	3,130	4,000	3,500	4,000
0012000	5725220 UNIFORMS	1,198	1,869	2,750	2,750	3,250
0012000	5725230 FUEL	7,507	11,319	11,000	7,500	11,000
0012000	5725410 MEMBERSHIP & SUBSCRIPTION	0	603	820	1,050	1,050
0012000	5725630 FOOTBALL	50,538	36,122	61,100	56,500	59,380
0012000	5725631 CHEERLEADERS	10,260	12,918	20,000	18,000	18,150
0012000	5725670 SPECIAL RECREATION PROGRAMS	15,065	17,097	34,450	23,900	32,000
0012000	5725680 SENIOR CITIZENS PROGRAMS	27,600	13,087	92,645	74,520	133,650
	<b>TOTAL OPERATING EXPENSES</b>	<b>269,728</b>	<b>257,339</b>	<b>559,565</b>	<b>486,735</b>	<b>631,183</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>790,523</b>	<b>812,655</b>	<b>1,264,962</b>	<b>1,123,605</b>	<b>1,382,014</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 intended to promote and provide a one-stop shop for quality activities and services that will contribute to the physical, mental, emotional, and social well-being of the community.

The Gibson-Bethel Community Center is approximately 22,000 square foot facility with a fitness room, a basketball gymnasium, multipurpose room, arts and craft room, classroom space for programs and activities and a computer lab. The Community Center offers a variety of activities and classes for people of all ages. A strong emphasis is placed on youth-oriented programs such as afterschool programs, tutorial sessions, summer camps, youth sports, cultural arts, fitness, and enrichment programs such as music production and arts. In addition, the community center is utilized for meetings, conferences, educational seminars and special events.

### **GIBSON-BETHEL COMMUNITY CENTER ACCOMPLISHMENTS FOR FY 2024**

- Operated two successful seasons of basketball during the fall and winter seasons with a total of 820 participants.
- Introduced two sessions (Fall and Spring) of a brand-new musical theater program with thirty (30) participants.
- Implemented the new DaySmart cloud-based recreation software.
- Instituted a new air tagged vehicle tracking system and vehicle maintenance rotation system for eight (8) park vehicles.
- Procured and installed a brand-new AC Unit & two (2) scoreboards for the Gibson-Bethel indoor gymnasium.
- Increased after-school participation by 20% from sixty (60) to seventy-two (72) participants.



- Established a new partnership with Phoenix Volleyball to run three (3) volleyball clinics with a total of 108 participants, along with a sand volleyball program consisting of 60 participants.
- Increased Community Center memberships by 15% year over year, from 178 to 205 members.
- Replaced three pieces of fitness equipment in the Community Center including a new treadmill, chest press, and leg extension.
- Collaborated with the Home Team Miami to offer enrichment programming for afterschool participants including STEM, dance, reading, and anti-bullying, along with an afterschool meal program providing supper and snack.
- Partnered with First Serve Miami to offer free tennis programming for after-school participants.
- Instituted a new community soccer academy in the Spring with CARP Soccer Academies that consisted of thirty-three (33) participants.
- Promoted one internal recreation aide to a recreation leader.

#### **GIBSON-BETHEL COMMUNITY CENTER OBJECTIVES FOR FY 2025**

- Increase after-school 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 2021	ACTUAL FY 2022	ACTUAL FY 2023	ESTIMATED FY 2024	PROJECTED FY 2025
One Day Camp Participants	20	43	50	60	60
Spring Camp Participants	25	10	15	14	20
Winter Camp Participants	33	10	15	18	20
Summer Camp Participants	75	110	110	110	110
After School Program Participants	40	77	75	72	75
Fitness Center Total Memberships & Passes	146	150	150	200	210
Facility Rentals	13	75	75	75	75



**GIBSON-BETHEL COMMUNITY CENTER FY 2025**  
**001-2020-572**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 22	ACTUAL FY 23	BUDGET FY 24	ESTIMATE FY 24	ADOPTED FY 25
0012020	5721210 SALARIES - REGULAR	208,110	252,899	303,010	303,010	338,506
0012020	5721310 SALARIES - PART TIME	152,625	171,475	288,604	179,372	306,584
0012020	5722110 F.I.C.A.	25,949	31,565	45,258	35,735	49,349
0012020	5722210 PENSION PLAN CONTRIBUTION	6,093	11,379	24,023	18,914	32,590
0012020	5722220 ICMA	6,437	3,823	4,394	4,376	4,842
0012020	5722310 GROUP HEALTH INSURANCE	38,980	54,034	63,214	58,052	55,410
0012020	5722410 WORKER'S COMPENSATION	7,870	9,596	26,623	10,260	12,902
	<b>TOTAL PERSONNEL SERVICES</b>	<b>446,064</b>	<b>534,771</b>	<b>755,126</b>	<b>609,719</b>	<b>800,183</b>
0012020	5723450 CONTRACTUAL	5,259	2,321	9,448	8,048	8,000
0012020	5724310 UTILITIES-ELECTRICITY	48,517	63,082	53,000	45,000	53,000
0012020	5724670 MAINT & REP-GRDS & STRCTR	15,606	15,786	15,300	15,300	15,300
0012020	5724710 COPY MACHINE	927	883	2,460	1,600	2,460
0012020	5725205 COMPUTER EQUIPMENT	0	0	3,750	3,750	3,750
0012020	5725210 SUPPLIES	1,806	2,592	2,500	2,500	2,500
0012020	5725550 SCHOOL PROGRAM	7,399	6,462	8,750	8,750	12,500
0012020	5725640 BASKETBALL	3,376	3,858	3,800	2,800	3,500
0012020	5725660 SUMMER CAMP	9,272	10,874	11,925	11,925	13,625
	<b>TOTAL OPERATING EXPENSES</b>	<b>92,162</b>	<b>105,858</b>	<b>110,933</b>	<b>99,673</b>	<b>114,635</b>
	<b>TOTAL COMMUNITY CENTER</b>	<b>538,226</b>	<b>640,629</b>	<b>866,059</b>	<b>709,392</b>	<b>914,818</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 2024**

- Enhanced beautification of fourteen (14) parks to include mowing, pruning, tree planting, flower planting, pressure washing sidewalks, cleaning sculptures, litter/debris removal, and graffiti removal year-round.
- Dragged and chalked infields for practice and games during baseball season.
- Paint athletic fields for practice and games during soccer and football seasons.
- Converted to the operations of electric blowers.
- Completed over 200+ work orders involving special assignments.
- Installed 12 new athletic field LED lamps at South Miami Park.
- Retrofit all athletic field and parking lot lamps to LED lighting at Murray Park.

### **PARKS LANDSCAPING DIVISION OBJECTIVES FOR FY 2025**

- Complete 90% of work orders submitted via SoMi Connect.
- Retrofit all athletic field lamps to LED lighting at Palmer Park.
- Laser-grade infields prior to the 2025 youth baseball season.



- Top-dress athletic playing fields at Palmer Park.
- Purchase new tractor, UTV, and pickup truck for maintenance staff.
- Replace all concrete bumpers with rubber bumper stops in the parking lots of Dante Fascell Park and Murray Park.

**PARKS LANDSCAPING DIVISION ACTIVITY REPORT**

ACTIVITY	ACTUAL FY 2021	ACTUAL FY 2022	ACTUAL FY 2023	ESTIMATED FY 2024	PROJECTED FY 2025
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.	30x/year	30x/year
Clean Pond (Fuchs Park)	2/yr.	2/yr.	2/yr.	2/year	2/year
Playground Inspections	1/month	1/month	1/month	1/month	1/month
# of Trees Planted	25	27	20	7	7
# of Soccer Fields Painted	120	120	120	100	0
# of Football Fields Painted	15	30	30	30	30
# of Baseball Fields Lined/Painted	200	200	200	200	200



**PARKS LANDSCAPE BUDGET FY 2025**  
**001-1750-519**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 22	ACTUAL FY 23	BUDGET FY 24	ESTIMATE FY 24	ADOPTED FY 25
0011750	5191210 SALARIES - REGULAR	144,821	155,579	179,294	179,294	198,250
0011750	5191410 SALARIES - OVERTIME	1,359	640	4,000	0	4,000
0011750	5192110 F.I.C.A.	11,717	12,540	14,828	14,460	16,179
0011750	5192210 PENSION PLAN CONTRIBUTION	11,478	14,104	9,233	7,270	24,363
0011750	5192220 ICMA	0	0	6,304	0	0
0011750	5192310 GROUP HEALTH INSURANCE	24,734	27,102	31,607	28,461	27,705
0011750	5192410 WORKER'S COMPENSATION	2,449	2,806	8,028	3,087	3,947
	<b>TOTAL PERSONNEL SERVICES</b>	<b>196,558</b>	<b>212,770</b>	<b>253,294</b>	<b>232,572</b>	<b>274,444</b>
0011750	5193450 CONTRACTUAL SERVICES	168,876	189,914	143,620	123,980	156,460
0011750	5194070 TRAVEL AND CONFERENCE	0	0	700	0	700
0011750	5194120 COMMUNICATION	560	1,204	1,668	1,668	1,668
0011750	5194350 ELECTRICITY-CITY PARKS	44,626	55,144	55,000	48,000	70,000
0011750	5194420 OUTSIDE SERV RENTAL	27	0	1,000	0	1,000
0011750	5194515 AUTO INSURANCE	967	553	1,200	1,200	1,200
0011750	5194620 MAINTENANCE & REPAIRS	70,360	78,891	127,000	97,683	126,500
0011750	5195210 SUPPLIES	8,604	8,329	10,000	9,300	10,000
0011750	5195220 UNIFORMS	1,220	1,718	3,840	3,041	3,278
0011750	5195230 FUEL	6,442	13,204	12,000	7,000	12,000
0011750	5195410 MEMBERSHIP AND SUBSCRIPTIONS	0	0	305	285	285
	<b>TOTAL OPERATING EXPENSES</b>	<b>301,682</b>	<b>348,956</b>	<b>356,333</b>	<b>292,157</b>	<b>383,091</b>
	<b>TOTAL LANDSCAPE MAINT.</b>	<b>498,240</b>	<b>561,727</b>	<b>609,627</b>	<b>524,729</b>	<b>657,535</b>



**PARKS LANDSCAPING DIVISION BUDGET HIGHLIGHTS**

**3450 Contractual Services –**

Professional Landscape Services Contract at 16 Parks	82,200
Maintenance & Cleaning of Restroom Trailer at South Miami Park	25,000
Advanced Care Artificial Turf Maintenance at South Miami Park	2,700
AGT 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 Burgular Alarm System	4,020
Toro Pest Management for Multiple Facilities	5,040
Park Lighting Repairs	15,000
EV ChargePoint at Community Center	1,500
Miscellaneous Contract Work for Parks	5,000
<b>TOTAL</b>	<b>156,460</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 encompasses a wide range of activities and responsibilities aimed at serving the community, promoting health and safety, and ensuring the smooth operation of the facility. The aquatic center is open seasonally, 6 to 7 months throughout the year. Programs and activities include but are limited to swim lessons, public open swim, lap swim, fitness classes, community events, and facility rentals.

### COMMUNITY POOL ACCOMPLISHMENTS FOR FY 2024

- Partnered with the UM Swim Team to host three (3) water safety training courses.
- Cross trained and certified four (4) recreation aides as lifeguards.
- Extended Water Aerobics through the month of October.
- Added a Saturday option for Water Aerobic programming, expanding to four classes
- Successfully trained over twenty (20) lifeguards for pool season.
- Replaced two (2) VFD's which control the full mechanics of the pool and splash pad.
- Installed two brand new pool heaters to regulate the temperature of the pool.
- Installed one new bathroom heater providing the option for hot water bathing in locker rooms.
- Certified Head Lifeguard as an Aquatics Facility operator (AFO)

### COMMUNITY POOL OBJECTIVES FOR FY 2025

- 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.
- Add a secondary aquatic programming class.
- Cross train group fitness instructors to be able to sub for various class offerings.

**COMMUNITY POOL ACTIVITY REPORT**

ACTIVITY	ACTUAL FY 2021	ACTUAL FY 2022	ACTUAL FY 2023	ESTIMATED FY 2024	PROJECTED FY2025
Lifeguard Certifications	15	10	10	17	15
Learn to Swim Participants (paid)	200	200	250	260	270
Water Aerobics (paid)	22	45	45	45	50
Facility Rentals	1	8	8	8	8



**COMMUNITY POOL BUDGET FY 2025**

**001-2030-572**

**SIX MONTHS OPERATIONS**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 22	ACTUAL FY 23	BUDGET FY 24	ESTIMATE FY 24	ADOPTED FY 25
0012030	5721310 SALARIES - PART TIME	27,196	38,842	55,832	39,163	59,434
0012030	5722110 F.I.C.A.	2,081	2,971	4,271	2,929	4,547
0012030	5722410 WORKER'S COMPENSATION	306	332	826	319	594
	<b>TOTAL PERSONNEL SERVICES</b>	<b>29,583</b>	<b>42,145</b>	<b>60,929</b>	<b>42,411</b>	<b>64,575</b>
0012030	5723450 CONTRACTUAL SERVICES	13,165	15,480	14,400	14,400	15,840
0012030	5724080 EMPLOYEE EDUCATION	450	126	1,225	1,225	1,225
0012030	5724320 UTILITIES WATER & SEWER	11,703	5,396	16,000	16,000	16,000
0012030	5724310 UTILITIES-ELECTRICITY	0	1,051	0	0	0
0012030	5724350 ELECTRICITY	8,701	14,426	9,000	9,000	9,000
0012030	5724670 MAINTENANCE & REPAIR	12,100	11,907	15,000	10,000	15,000
0012030	5724820 SPECIAL EVENTS	1,208	1,404	0	0	0
0012030	5725210 SUPPLIES	6,357	6,684	7,000	7,000	7,000
0012030	5725220 UNIFORMS	920	1,096	1,100	1,100	1,100
	<b>TOTAL OPERATING EXPENSES</b>	<b>54,604</b>	<b>57,570</b>	<b>63,725</b>	<b>58,725</b>	<b>65,165</b>
	<b>TOTAL COMMUNITY CENTER</b>	<b>84,187</b>	<b>99,715</b>	<b>124,654</b>	<b>101,136</b>	<b>129,740</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)	7,040
Florida Health Department Operating Permits (For Main Pool and Splash Pad)	300
<b>TOTAL 6 Month Operations</b>	<b>15,840</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.

### TENNIS ACCOMPLISHMENTS FOR FY 2024

- Generated over \$150,000 in net profits for 3<sup>rd</sup> straight year.
- 100% of sales are processed through an online cloud-based system.
- More than 230 participants registered for tennis afterschool programming.
- Served more than 30,000 participants and 1,700 individual users.
- Regraded and resurfaced all courts. Added drainage system to courts #4-#6 and replaced net posts.

### TENNIS OBJECTIVES FOR FY 2025

- Conduct user survey for tennis programming.
- Increase registration through cloud-based system for programming by 50%.
- Generate a minimum net profit of \$150,000 in net profit.
- Service over 250 children in youth tennis programs.
- Service a minimum of 25,000 participants and 1,500 individual users.



**TENNIS ACTIVITY REPORT**

ACTIVITY	ACTUAL FY 2021	ACTUAL FY 2022	ACTUAL FY 2023	ESTIMATED FY 2024	PROJECTED FY 2025
Drop-In Court Rentals	3,059	3,632	3,500	3,600	3,600
Winter Camp	26	33	30	42	35
Spring Camp	21	20	40	23	21
Summer Camp	71	216	215	198	195
After School Program	190	488	450	500	500
Adult Women's Clinic	69	476	450	450	450
Private Lesson (hours)	4,000	2,220	2,200	2,800	2,700

**TENNIS BUDGET FY 2025  
001-2010-572**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 22	ACTUAL FY 23	BUDGET FY 24	ESTIMATE FY 24	ADOPTED FY 25
0012010 5721210	SALARIES - REGULAR	135,443	146,651	192,247	185,968	212,684
0012010 5721310	SALARIES - PART TIME	38,274	14,982	36,680	35,397	41,920
0012010 5722110	F.I.C.A.	13,231	12,537	18,319	18,230	20,184
0012010 5722210	PENSION PLAN CONTRIBUTION	0	0	3,407	2,682	5,047
0012010 5722220	ICMA	9,300	9,715	9,147	10,305	10,043
0012010 5722310	GROUP HEALTH INSURANCE	17,183	19,660	42,143	29,540	36,940
0012010 5722410	WORKER'S COMPENSATION	3,114	3,727	10,302	3,966	5,092
	<b>TOTAL PERSONNEL SERVICES</b>	<b>216,545</b>	<b>207,272</b>	<b>312,245</b>	<b>286,088</b>	<b>331,910</b>
0012010 5723450	CONTRACTUAL SERVICES	172,685	238,656	262,420	299,753	323,000
0012010 5724120	COMMUNICATION	448	1,094	1,132	1,132	1,132
0012010 5724620	MAINT & REP-OPERAT EQUIP	3,014	7,537	4,500	4,500	4,500
0012010 5724670	MAINTENANCE & REPAIR	8,123	8,382	11,900	11,400	16,479
0012010 5725205	COMPUTER EQUIPMENT	0	0	1,600	1,200	1,650
0012010 5725210	SUPPLIES	4,732	5,407	5,300	5,300	7,500
0012010 5725220	UNIFORMS	1,500	645	1,400	1,400	1,400
	<b>TOTAL OPERATING EXPENSES</b>	<b>190,502</b>	<b>261,720</b>	<b>288,252</b>	<b>324,685</b>	<b>355,661</b>
	<b>TOTAL TENNIS</b>	<b>407,047</b>	<b>468,992</b>	<b>600,497</b>	<b>610,773</b>	<b>687,571</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 2025**  
**001-2100-519**

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 22	ACTUAL FY 23	BUDGET FY 24	ESTIMATE FY 24	ADOPTED FY 25
0012100 5192250	SECTION 185 CONTRIBUTION	109,815	282,035	165,197	165,197	190,000
0012100 5199920	GENERAL CONTINGENCY	0	0	0	0	450,000
	<b>TOTAL GENERAL GOVT SERVICES</b>	<b>109,815</b>	<b>282,035</b>	<b>165,197</b>	<b>165,197</b>	<b>640,000</b>
0012100 5819120	INTRA-GOV TRANSFER-DEBT SERVICE	316,314	717,174	719,064	719,064	720,079
0012100 5819140	INTRA-GOV CAPITAL IMPROV PRO FUND	2,565,547	3,158,994	6,771,872	6,771,872	7,229,866
0012100 5819167	INTRA-GOV POLICE HEADQTR & EOC FUND	1,500,000	0	0	0	0
	<b>TOTAL TRANSFERS</b>	<b>4,381,861</b>	<b>3,876,168</b>	<b>7,490,936</b>	<b>7,490,936</b>	<b>7,949,945</b>
	<b>TOTAL NON -DEPARTMENTAL</b>	<b>4,491,676</b>	<b>4,158,203</b>	<b>7,656,133</b>	<b>7,656,133</b>	<b>8,589,945</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.

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 22	ACTUAL FY 23	BUDGET FY 24	ESTIMATE FY 24	ADOPTED FY 25
	<b>BEGINNING FUND BALANCE</b>	<b>382,165</b>	<b>379,965</b>	<b>478,375</b>	<b>478,375</b>	<b>557,088</b>
	<b>REVENUES</b>					
1110000	3143000 UTILITY TAX-STORMWATER INTERGOVERNMENTAL	576	1,053	0	0	0
1110000	3301000 REVENUE	373,860	383,572	380,000	380,000	380,000
1110000	3612000 INTEREST INCOME	4,685	20,293	4,500	8,000	5,000
1110000	3699201 MISC OTHERS	0	0	0	0	
	<b>TOTAL REVENUE</b>	<b>379,120</b>	<b>404,918</b>	<b>384,500</b>	<b>388,000</b>	<b>385,000</b>
	<b>EXPENDITURES</b>					
1111730	5411210 REGULAR SALARY	49,924	43,138	53,739	53,739	56,898
1111730	5411410 OVERTIME	850	3,390	0	3,360	2,500
1111730	5412110 FICA	3,842	3,453	4,111	4,040	4,544
1111730	5412210 PENSION PLAN CONTRIBUTION	3,721	3,925	5,344	4,208	6,848
1111730	5412310 GROUP HEALTH INSURANCE	8,367	8,972	10,536	7,828	11,099
1111730	5412410 WORKER'S COMPENSATION	1,433	1,570	4,687	1,898	2,264
	<b>TOTAL PERSONNEL SERVICES</b>	<b>68,137</b>	<b>64,448</b>	<b>78,417</b>	<b>75,073</b>	<b>84,153</b>
1111730	5413450 CONTRACTUAL SERVICES	40,371	92,060	139,245	84,214	139,245
	<b>TOTAL OPERATING EXPENSES</b>	<b>40,371</b>	<b>92,060</b>	<b>139,245</b>	<b>84,214</b>	<b>139,245</b>
1111730	5416490 CONSTRUCTION PROJECTS	122,812	0	90,000	0	565,000
	<b>TOTAL CAPITAL OUTLAY</b>	<b>122,812</b>	<b>0</b>	<b>90,000</b>	<b>0</b>	<b>565,000</b>
	<b>TOTAL EXPENDITURES</b>	<b>231,320</b>	<b>156,508</b>	<b>307,662</b>	<b>159,287</b>	<b>788,398</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>381,320</b>	<b>306,508</b>	<b>457,662</b>	<b>309,287</b>	<b>938,398</b>
	<b>ENDING FUND BALANCE</b>	<b>379,965</b>	<b>478,375</b>	<b>405,213</b>	<b>557,088</b>	<b>3,690</b>



**STORMWATER DRAIN TRUST FUND BUDGET HIGHLIGHTS**

<b>111-1730-541-3450</b>	Canal Maintenance Interlocal Agreement with Miami-Dade County	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 Stormdrain Cleanout	32,000
		<b>139,245</b>
 <b>111-1730-541-6490</b>	Miscellaneous Drainage Improvements	25,000
	Stormwater Management Master Plan	100,000
	Drainage Improvements SW 65 AVE between SW 64 ST to SW 65 TERR	45,000
	Drainage Improvements SW 65 AVE between SW 50 ST to SW 52 ST	150,000
	Drainage Improvements SW 59 PL from SW 56 TERR to the Cul-de-Sac	120,000
	Drainage Improvements SW 76 TERR between SW 67 Ave to SW 69 AVE	125,000
		<b>565,000</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 22	ACTUAL FY 23	BUDGET FY 24	ESTIMATE FY 24	ADOPTED FY 25
	<b>BEGINNING FUND BALANCE</b>	<b>332,787</b>	<b>407,198</b>	<b>496,715</b>	<b>496,715</b>	<b>480,963</b>
	<b>REVENUES</b>					
1120000	3121000 LOCAL OPTIONS TAXES	71,169	71,752	69,248	69,248	67,592
1120000	3612000 INTEREST INCOME	3,242	17,765	0	15,000	5,000
	<b>TOTAL REVENUE</b>	<b>74,411</b>	<b>89,517</b>	<b>69,248</b>	<b>84,248</b>	<b>72,592</b>
	<b>EXPENSES</b>					
	INFRASTRUCTURE					
1121730	5416210 PROJECTS	0	0	100,000	100,000	500,000
	<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>100,000</b>	<b>100,000</b>	<b>500,000</b>
	<b>TOTAL FUND EXPENSES</b>	<b>0</b>	<b>0</b>	<b>100,000</b>	<b>100,000</b>	<b>500,000</b>
	<b>ENDING FUND BALANCE</b>	<b>407,198</b>	<b>496,715</b>	<b>465,963</b>	<b>480,963</b>	<b>53,555</b>

**LOCAL OPTION GAS TRUST FUND BUDGET HIGHLIGHTS:**

<b>112-1730-541-6210</b>	Citywide Street Improvements/ Resurfacing	<u>500,000</u>
		<b>500,000</b>



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 22	ACTUAL FY 23	BUDGET FY 24	ESTIMATE FY 24	ADOPTED FY 25
	<b>BEGINNING FUND BALANCE</b>	<b>1,008</b>	<b>0</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	1,008	0	0	0	0
	<b>OTHER FINANCING SOURCES</b>	<b>1,008</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL FUND EXPENSES</b>	<b>1,008</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>



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 22	ACTUAL FY 23	BUDGET FY 24	ESTIMATE FY 24	ADOPTED FY 25
	<b>BEGINNING FUND BALANCE</b>	<b>264,913</b>	<b>350,685</b>	<b>1,154,843</b>	<b>1,154,843</b>	<b>1,240,589</b>
	<b>REVENUES</b>					
1170000	3246100 PARKS MPACT FEES-RESIDENTIAL	111,247	1,031,777	800,000	750,536	125,000
1170000	3612000 INTEREST INCOME	2,824	19,303	0	55,000	15,000
	<b>TOTAL REVENUE</b>	<b>114,071</b>	<b>1,051,080</b>	<b>800,000</b>	<b>764,487</b>	<b>140,000</b>
	<b>EXPENSES</b>					
1172000	5726440 VEHICLES	0	0	0	0	185,000
1172000	5726450 CAPITAL IMPROVEMENTS	28,299	246,922	980,000	719,790	1,125,000
	<b>OTHER FINANCING SOURCES</b>	<b>28,299</b>	<b>246,922</b>	<b>980,000</b>	<b>719,790</b>	<b>1,310,000</b>
	<b>TOTAL FUND EXPENSES</b>	<b>28,299</b>	<b>246,922</b>	<b>980,000</b>	<b>719,790</b>	<b>1,310,000</b>
	<b>ENDING FUND BALANCE</b>	<b>350,685</b>	<b>1,154,843</b>	<b>974,843</b>	<b>1,240,589</b>	<b>70,589</b>



**PARKS FACILITIES IMPACT FEE FUND HIGHLIGHTS:**

<b>117-2000-572-6440</b>	P&R Dept. Passenger 1 Van	60,000
	P&R Dept. Pickup Vehicle & Wrap	55,000
	P&R Tractor w/ Loader	50,000
	P&R Utility Turf Cart	20,000
		<b>185,000</b>
<b>117-2000-572-6450</b>	Citywide Parks Improvement	200,000
	10-Year (2026-2035) Citywide Parks & Recreation Master Plan Study	150,000
	Dante Fascell & Fuchs Park Renovation of Outdoor Volleyball Facilities	75,000
	GBCC - Fitness Center Equipment Replacement	15,000
	GBCC - Replace 1st Floor Tile	75,000
	Murray Park Aquatic Center - New Impeller/Pump Housing	15,000
	Murray Park Aquatic Center - Perimeter Bollard Lighting	50,000
	Murray Park Aquatic Center - Resurface Pool	85,000
	Convert Security Camera System at GBCC, Aquatic Center & MWP	60,000
	New Security Cameras for South Miami Park & Palmer Park	75,000
	Palmer Park - Master Plan	75,000
	Girl Scout Little House Property: Invasive Removal, Landscaping and Parking Improvements	250,000
		<b>1,125,000</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 22	ACTUAL FY 23	BUDGET FY 24	ESTIMATE FY 24	ADOPTED FY 25
	<b>BEGINNING FUND BALANCE</b>	<b>77,546</b>	<b>104,522</b>	<b>151,721</b>	<b>151,721</b>	<b>166,721</b>
	<b>REVENUES</b>					
1180000	3430000 PHYSICAL ENVIRON CHARGE	51,976	52,604	0	15,000	0
	<b>TOTAL REVENUE</b>	<b>51,976</b>	<b>52,604</b>	<b>0</b>	<b>15,000</b>	<b>0</b>
	<b>EXPENSES</b>					
1181750	5193450 CONTRACTUAL SERVICES	25,000	5,405	25,000	0	160,000
	<b>TOTAL FUND EXPENSES</b>	<b>25,000</b>	<b>5,405</b>	<b>25,000</b>	<b>0</b>	<b>160,000</b>
	<b>ENDING FUND BALANCE</b>	<b>104,522</b>	<b>151,721</b>	<b>126,721</b>	<b>166,721</b>	<b>6,721</b>

**BOB WELSH TREE TRUST FUND HIGHLIGHTS:**

<b>118-1750-519-3450</b>	Citywide Tree Replacement Trust Fund	<u>160,000</u>
		<b>160,000</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 this Fiscal Year 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 22	ACTUAL FY 23	BUDGET FY 24	ESTIMATE FY 24	ADOPTED FY 25
	<b>BEGINNING FUND BALANCE</b>	<b>0</b>	<b>0</b>	<b>18,000</b>	<b>18,000</b>	<b>39,955</b>
	<b>REVENUES</b>					
1220000	3473000 CULTURAL SERVICE REVENUE	0	18,000	0	21,955	0
	<b>TOTAL REVENUE</b>	<b>0</b>	<b>18,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>EXPENSES</b>					
1221790	5193450 CONTRACTUAL SERVICES	0	0	0	0	39,955
	<b>TOTAL OPERATING EXPENSES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>39,955</b>
	<b>TOTAL FUND EXPENSES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>39,955</b>
	<b>ENDING FUND BALANCE</b>	<b>0</b>	<b>18,000</b>	<b>18,000</b>	<b>39,955</b>	<b>0</b>



## 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 22	ACTUAL FY 23	BUDGET FY 24	ESTIMATE FY 24	ADOPTED FY 25
	<b>BEGINNING FUND BALANCE</b>	<b>1,251,736</b>	<b>1,519,634</b>	<b>1,328,235</b>	<b>1,328,235</b>	<b>1,255,795</b>
	<b>REVENUES</b>					
1240000	3126000 INTERGOVERNMENTAL REVENUE	574,438	591,479	535,000	600,000	580,000
1240000	3612000 INTEREST INCOME	11,729	65,181	0	50,000	25,000
	<b>TOTAL REVENUE</b>	<b>586,167</b>	<b>656,660</b>	<b>535,000</b>	<b>650,000</b>	<b>605,000</b>
	<b>EXPENDITURES</b>					
1241730	5413450 CONTRACTUAL SERVICES	0	0	0	0	24,000
1241730	5416490 CONSTRUCTION PROJECTS	318,269	848,059	977,500	722,440	1,833,000
	<b>TOTAL CAPITAL OUTLAY</b>	<b>318,269</b>	<b>848,059</b>	<b>977,500</b>	<b>722,440</b>	<b>1,857,000</b>
	<b>TRANSFERS OUT</b>					
1241730	5819169 TRANSFER-PTP DIRECT TRANSIT	0	0	0	0	0
	<b>TOTAL TRANSFERS OUT</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL FUND EXPENSES</b>	<b>318,269</b>	<b>848,059</b>	<b>977,500</b>	<b>722,440</b>	<b>1,857,000</b>
	<b>ENDING FUND BALANCE</b>	<b>1,519,634</b>	<b>1,328,235</b>	<b>885,735</b>	<b>1,255,795</b>	<b>3,795</b>



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

**124-1730-541-3450**

Traffic Management Software	24,000
	<b>24,000</b>

**124-1730-541-6490**

Citywide Street Improvements & Resurfacing	600,000
Traffic Circle Construction at SW 76 ST & 61 AVE	428,000
Traffic Circle Construction at SW 77 TER & 58 AVE	400,000
Citywide Sidewalk Repairs	150,000
Internally Illuminated Pavement Markers Sunset Dr & Near City Hall	125,000
Miscellaneous Transportation Projects & Traffic Calming	100,000
Citywide Striping	20,000
Citywide Directional Street Signs Replacement	10,000
	<b>1,833,000</b>



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

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 22	ACTUAL FY 23	BUDGET FY 24	ESTIMATE FY 24	ADOPTED FY 25
	<b>BEGINNING FUND BALANCE</b>	<b>236,680</b>	<b>199,767</b>	<b>270,931</b>	<b>270,931</b>	<b>242,301</b>
	<b>REVENUES</b>					
1250000	3126000 INTERGOV REVENUE	143,610	147,870	135,000	154,298	135,000
		<u>143,610</u>	<u>147,870</u>	<u>135,000</u>	<u>154,298</u>	<u>135,000</u>
	<b>TRANSFERS IN</b>					
1250000	3811400 TRANSF FROM PTP TRANSP.	0	0	0	0	0
	<b>TOTAL TRANSFERS IN</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<b>TOTAL REVENUE</b>	<b><u>143,610</u></b>	<b><u>147,870</u></b>	<b><u>135,000</u></b>	<b><u>154,298</u></b>	<b><u>135,000</u></b>
	<b>EXPENDITURES</b>					
1251730	5413450 CONTRACTUAL SERVICES	180,523	76,706	216,200	182,928	360,000
	<b>TOTAL FUND EXPENSES</b>	<b><u>180,523</u></b>	<b><u>76,706</u></b>	<b><u>216,200</u></b>	<b><u>182,928</u></b>	<b><u>360,000</u></b>
	<b>ENDING FUND BALANCE</b>	<b>199,767</b>	<b>270,931</b>	<b>189,731</b>	<b>242,301</b>	<b>17,301</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. Currently the City is in the procurement process looking to improve the Level of Services (LOS) wait-times to less than 15 minutes. This increase in LOS will increase the cost associated with the City's on-demand transit program.



## 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 22	ACTUAL FY 23	BUDGET FY 24	ESTIMATE FY 24	ADOPTED FY 25
	<b>BEGINNING FUND BALANCE</b>	<b>284,352</b>	<b>135,704</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>REVENUES</b>					
1560000	3811000 INTERFUND TRANSFERS IN	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>					
1561790	5193450 CONTRACTUAL SERVICES	148,648	135,704	0	0	0
	<b>TOTAL FUND EXPENSES</b>	<b>148,648</b>	<b>135,704</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>ENDING FUND BALANCE</b>	<b>135,704</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



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 22	ACTUAL FY 23	BUDGET FY 24	ESTIMATE FY 24	ADOPTED FY 25
	<b>BEGINNING FUND BALANCE</b>	0	1,400,072	1,400,072	1,400,072	0
	<b>REVENUES</b>					
	INTERFUND TRANSFERS					
1570000	3811000 IN	1,910,146	0	0	0	0
	<b>TOTAL REVENUE</b>	<b>1,910,146</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>EXPENSES</b>					
1571790	5193450 CONTRACTUAL SERVICES	510,074	0	0	0	0
	<b>TOTAL OPERATING EXPENSES</b>	<b>510,074</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
1571790	5819900 TRANSFER TO CIP	0	0	1,178,294	1,178,294	0
1571790	5819168 TRANSFER TO FED FORF			221,778	221,778	0
	<b>TOTAL TRANSFERS OUT</b>	<b>0</b>	<b>0</b>	<b>1,400,072</b>	<b>1,400,072</b>	<b>0</b>
	<b>TOTAL FUND EXPENSES</b>	<b>510,074</b>	<b>0</b>	<b>1,400,072</b>	<b>1,400,072</b>	<b>0</b>
	<b>ENDING FUND BALANCE</b>	<b>1,400,072</b>	<b>1,400,072</b>	<b>0</b>	<b>0</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>					
FY	DATE	PRINCIPAL	INTEREST	TOTAL	BALANCE
2012	10/1/2011	0	43,083	43,083	7,575,000
	4/1/2012	0	175,203	175,203	7,575,000
2013	10/1/2012	365,000	175,203	540,203	7,210,000
	4/1/2013	0	165,850	165,850	7,210,000
2014	10/1/2013	385,000	166,761	551,761	6,825,000
	4/1/2014	0	156,994	156,994	6,825,000
2015	10/1/2014	400,000	157,857	557,857	6,425,000
	4/1/2015	0	147,793	147,793	6,425,000
2016	10/1/2015	410,000	148,605	558,605	6,015,000
	4/1/2016	0	139,122	139,122	6,015,000
2017	10/1/2016	435,000	139,122	574,122	5,580,000
	4/1/2017	0	128,356	128,356	5,580,000
2018	10/1/2017	450,000	129,061	579,061	5,130,000
	4/1/2018	0	118,004	118,004	5,130,000
2019	10/1/2018	480,000	118,653	598,653	4,650,000
	4/1/2019	0	106,963	106,963	4,650,000
2020	10/1/2019	495,000	107,551	602,551	4,155,000
	4/1/2020	0	96,102	96,102	4,155,000
2021	10/1/2020	520,000	96,102	616,102	3,635,000
	4/1/2021	0	83,615	83,615	3,635,000
2022	10/1/2021	540,000	84,075	624,075	3,095,000
	4/1/2022	0	71,194	71,194	3,095,000
2023	10/1/2022	565,000	71,585	636,585	2,530,000
	4/1/2023	0	58,197	58,197	2,530,000
2024	10/1/2023	590,000	58,517	648,517	1,940,000
	4/1/2024	0	44,871	44,871	1,940,000
2025	10/1/2024	620,000	44,871	664,871	1,320,000
	4/1/2025	0	30,364	30,364	1,320,000
2026	10/1/2025	645,000	30,531	675,531	675,000
	4/1/2026	0	15,527	15,527	675,000
2027	10/1/2026	675,000	15,612	690,612	0
<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

CHASE LOAN 2020					
FY	DATE	PRINCIPAL	INTEREST	TOTAL	BALANCE
2021	10/1/2020				4,988,000
	4/1/2021	264,000	35,853	299,853	4,724,000
2022	10/1/2021	-	31,344	31,344	4,724,000
	4/1/2022	292,000	31,344	323,344	4,432,000
2023	10/1/2022	-	29,406	29,406	4,432,000
	4/1/2023	296,000	29,406	325,406	4,136,000
2024	10/1/2023	-	27,442	27,442	4,136,000
	4/1/2024	301,000	27,442	328,442	3,835,000
2025	10/1/2024	-	25,445	25,445	3,835,000
	4/1/2025	303,000	25,445	328,445	3,532,000
2026	10/1/2025	-	23,435	23,435	3,532,000
	4/1/2026	312,000	23,435	335,435	3,220,000
2027	10/1/2026	-	21,365	21,365	3,220,000
	4/1/2027	316,000	21,365	337,365	2,904,000
2028	10/1/2027	-	19,268	19,268	2,904,000
	4/1/2028	566,000	19,268	585,268	2,338,000
2029	10/1/2028	-	15,513	15,513	2,338,000
	4/1/2029	573,000	15,513	588,513	1,765,000
2030	10/1/2029	-	11,711	11,711	1,765,000
	4/1/2030	581,000	11,711	592,711	1,184,000
2031	10/1/2030	-	7,856	7,856	1,184,000
	4/1/2031	588,000	7,856	595,856	596,000
2032	10/1/2031	-	3,954	3,954	596,000
	4/1/2032	596,000	3,954	599,954	-
	<b>TOTAL</b>	<b>4,988,000</b>	<b>469,331</b>	<b>5,457,331</b>	



DEBT FUND SCHEDULE FISCAL YEAR 2025						
	BALANCE	PRINCIPAL	INTEREST	FEES	PAYMENT	BALANCE
SunTrust 2011 Loan Refinance South Miami Parking Garage	\$1,940,000	\$620,000	\$75,235	\$0	\$695,235	\$1,320,000
Chase Loan Series 2020	\$3,835,000	\$303,000	\$50,890	\$0	\$353,890	\$3,532,000
<b>TOTAL</b>	<b>\$5,775,000</b>	<b>\$923,000</b>	<b>\$126,125</b>	<b>\$0</b>	<b>\$1,049,125</b>	<b>\$4,852,000</b>

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

ACCT NO	ACCOUNT CLASSIFICATION	ACTUAL FY 22	ACTUAL FY 23	BUDGET FY 24	ESTIMATE FY 24	ADOPTED FY 25
	<b>BEGINNING FUND BALANCE</b>	<b>196,410</b>	<b>406</b>	<b>543</b>	<b>543</b>	<b>638</b>
	<b>REVENUES</b>					
2010000	3612000 INTEREST INCOME	267	0	0	0	0
2010000	3669000 S. HOSP FOUNDATION	143,661	144,305	139,715	139,715	139,998
2010000	3669300 RICHMAN PROP LN PMT	394,231	188,714	191,051	191,051	189,410
2010000	3811100 TRANSFER IN FROM GF	316,314	717,174	719,064	719,064	720,079
2010000	3841100 DEBT REV	0	0	0	0	0
	<b>TOTAL REVENUE</b>	<b>854,473</b>	<b>1,050,193</b>	<b>1,049,830</b>	<b>1,049,830</b>	<b>1,049,487</b>
	<b>EXPENDITURES</b>					
2011410	5197110 DEBT PRINCIPLE	832,000	861,000	891,000	891,000	923,000
2011410	5197210 DEBT INTEREST	218,417	189,056	158,272	158,735	126,125
2011410	5197310 DEBT OTHER COST	60	0	1,000	0	1,000
	<b>TOTAL DEBT SERVICE</b>	<b>1,050,477</b>	<b>1,050,056</b>	<b>1,050,272</b>	<b>1,049,735</b>	<b>1,050,125</b>
	<b>ENDING FUND BALANCE</b>	<b>406</b>	<b>543</b>	<b>101</b>	<b>638</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 22	ACTUAL FY 23	BUDGET FY 24	ESTIMATE FY 24	ADOPTED FY 25
	<b>BEGINNING FUND BALANCE</b>	<b>790,570</b>	<b>1,829,564</b>	<b>2,633,728</b>	<b>2,633,728</b>	<b>3,798,428</b>
	<b>REVENUES</b>					
3010000	3811000 TRANSF. FROM GENERAL FUND	2,565,547	3,158,994	6,771,872	6,771,872	7,229,866
3010000	3811300 TRANSF. FROM PD HEADQTR	0	0	1,178,294	1,178,294	0
	<b>TOTAL REVENUE</b>	<b>2,565,547</b>	<b>3,158,994</b>	<b>7,950,166</b>	<b>7,950,166</b>	<b>7,229,866</b>
	<b>EXPENSES</b>					
3011410	5136430 FINANCE EQUIPMENT	0	216,773	0	0	0
3011600	5246440 DEVELOPMENT SERV VEHICLES	0	0	0	0	0
3011720	5346440 SOLID WASTE VEHICLES	107,805	153,034	270,000	267,210	0
3011730	5416450 CAPITAL IMPROVEMENT	0	24,755	50,000	50,000	25,000
3011790	5196450 ENGINEERING CAPITAL IMPROV	517,809	470,320	2,324,000	1,252,887	6,268,294
3011910	5216440 POLICE VEHICLES	0	350,026	495,000	480,000	0
3011910	5216450 POLICE CAPITAL IMPROVEMENT	0	0	0	0	735,000
3012000	5726440 PARKS VEHICLES	0	47,874	200,000	190,506	0
3012000	5726450 PARKS & REC IMPROVEMENT	900,939	1,092,048	5,775,000	4,453,260	4,000,000
3012020	5726450 COMM CTR IMPROVEMENT	0	0	125,000	72,114	0
3012030	5726450 MURRAY AQUATIC CTR IMPROV	0	0	30,000	19,489	0
	<b>TOTAL CAPITAL EXPENSES</b>	<b>1,526,553</b>	<b>2,354,830</b>	<b>9,269,000</b>	<b>6,785,466</b>	<b>11,028,294</b>
3011310	5139920 GENERAL CONTINGENCY	0	0	0	0	0
	<b>OTHER FUNDING SOURCES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL FUND EXPENSES</b>	<b>1,526,553</b>	<b>2,354,830</b>	<b>9,269,000</b>	<b>6,785,466</b>	<b>11,028,294</b>
	<b>ENDING FUND BALANCE</b>	<b>1,829,564</b>	<b>2,633,728</b>	<b>1,314,894</b>	<b>3,798,428</b>	<b>0</b>



**CIP PROJECT SUMMARY:**

<b>301-1730-541-6450</b>	Holiday Lighting	25,000 <u>25,000</u>
<b>301-1790-519-6450</b>	Sunset Drive & Town Center Beautification & Placemaking Project Manor Lane Culvert Replacement Over Twin Lakes Drive Bridge Repairs at SW 63rd Court Over Twin Lake Canal Culvert Replacement Over Broad Canal (Construction FY25) Sunset Drive Landscape & Beautification from 69th to 62nd Avenue SM Parking Garage-General Improvements & Wayfinding Signs SM Parking Garage-Replacement of West End Elevator Citywide Landscape Program, Master Plan & Right-of-Way Beautification Pedestrian Crossing from Brewer Park to North Neighborhood Art and Sculpture Installations Signage for Community Rating System	1,778,294 1,900,000 750,000 500,000 400,000 200,000 80,000 400,000 150,000 100,000 10,000 <u>6,268,294</u>
<b>301-1910-521-6450</b>	Police Radio Upgrade	735,000 <u>735,000</u>
<b>301-2000-572-6450</b>	Dante Fascell Community Building & Civil Dante Fascell - Trail & 2 Pickleball Courts with Lighting Restroom Trailer for South Miami Park	3,340,000 590,000 70,000 <u>4,000,000</u>
	<b>GRAND TOTAL</b>	<u><u>\$11,028,294</u></u>



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 22	ACTUAL FY 23	BUDGET FY 24	ESTIMATE FY 24	ADOPTED FY 25
	<b>BEGINNING FUND BALANCE</b>	<b>6,246,780</b>	<b>6,330,469</b>	<b>6,627,624</b>	<b>6,627,624</b>	<b>6,942,624</b>
	<b>REVENUES</b>					
0510000	3320000 OTHER FED ASSIST-CARES ACT	24,354	0	0	0	0
0510000	3694605 FEMA HURICANE IRMA REIMB	0	25,478	0	0	0
0510000	3811000 TRANSFER FROM GEN FUND	0	0	0	0	0
0510000	3612000 INTEREST INCOME	59,416	271,677	150,000	315,000	200,000
0510000	3699201 MISCELLANEOUS OTHERS	-81	0	0	0	0
	<b>TOTAL REVENUE</b>	<b>83,689</b>	<b>297,155</b>	<b>150,000</b>	<b>315,000</b>	<b>200,000</b>
	<b>EXPENSES</b>					
0511310	5133450 CONTRACTUAL SERVICES	0	0	0	0	0
	<b>OTHER FINANCING SOURCES</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>	<b>6,330,469</b>	<b>6,627,624</b>	<b>6,777,624</b>	<b>6,942,624</b>	<b>7,142,624</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 22	ACTUAL FY 23	BUDGET FY 24	ESTIMATE FY 24	ADOPTED FY 25
	<b>BEGINNING FUND BALANCE</b>	<b>40,700</b>	<b>41,089</b>	<b>42,849</b>	<b>42,849</b>	<b>44,349</b>
	<b>REVENUES</b>					
6080000	3612000 INTEREST INCOME	389	1760	0	1,500	1,000
	<b>TOTAL REVENUE</b>	<b>389</b>	<b>1,760</b>	<b>0</b>	<b>1,500</b>	<b>1,000</b>
	<b>EXPENSES</b>					
6081910	5215210 INVESTIGATIVE INITIATIVES	0	0	30,000	0	45,000
	<b>TOTAL EXPENSES</b>	<b>0</b>	<b>0</b>	<b>30,000</b>	<b>0</b>	<b>45,000</b>
	<b>ENDING FUND BALANCE</b>	<b>41,089</b>	<b>42,849</b>	<b>12,849</b>	<b>44,349</b>	<b>349</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 22	ACTUAL FY 23	BUDGET FY 24	ESTIMATE FY 24	ADOPTED FY 25
	<b>BEGINNING FUND BALANCE</b>	<b>1,192,308</b>	<b>481,511</b>	<b>375,212</b>	<b>375,212</b>	<b>518,839</b>
	<b>REVENUES</b>					
6150000 3511000	INTERGOV REVENUES	0	24,131	0		0
6150000 3612000	INTEREST INCOME	9,013	17,914	0	20,000	7,500
6150000 3699200	OTHER MISC REVENUES	1,774	914	0	919	0
6150000 3697000	GAIN/LOSS ON ASSET	0	0	0	930	0
6150000 3811000	TRANSFER FROM OTHER FUND	0	0	221,778	221,778	0
6150000 3841000	ISSUANCE OF DEBT-SBITA	0	68,320	0	0	0
	<b>TOTAL REVENUE</b>	<b>10,787</b>	<b>111,279</b>	<b>221,778</b>	<b>243,627</b>	<b>7,500</b>
	<b>EXPENSES</b>					
6151910 5213450	CONTRACTUAL SERVICES	176,171	44,879	80,000	72,000	410,000
6151910 5214070	TRAVEL & PER DIEM	7,600	-3,800	0	0	0
6151910 5214450	LEASE PURCHASE-POL VEHICLE	24,368	16,913	30,000	28,000	30,000
6151910 5215205	COMPUTER EQUIPMENT	80,467	47,085	0	0	0
6151910 5215220	UNIFORMS	22,832	188	0	0	0
6151910 5216830	INTANGIBLES-SBITA	0	77,118	0	0	0
6151910 5217100	DEBT SERVICE-PRINCIPAL	0	35,195	0	0	0
	<b>TOTAL OPERATING EXPENSES</b>	<b>311,438</b>	<b>217,578</b>	<b>110,000</b>	<b>100,000</b>	<b>440,000</b>
6151910 5819900	TRANSFER TO OTHER FUND	410,146	0	0	0	0
	<b>TOTAL TRANSFERS OUT</b>	<b>410,146</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL FUND EXPENSES</b>	<b>721,584</b>	<b>217,578</b>	<b>110,000</b>	<b>100,000</b>	<b>440,000</b>
	<b>ENDING FUND BALANCE</b>	<b>481,511</b>	<b>375,212</b>	<b>486,990</b>	<b>518,839</b>	<b>86,339</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
	Drone Replacement	30,000
	Contingency for Potential Future Projects	300,000
		<hr/>
		<b>410,000</b>



## 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 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.

THANK YOU



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 City of Pleasant Living”**



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