
Adopted Budget



Fiscal Year 2012-13

City of North Miami Adopted Budget

Fiscal Year
October 1, 2012 through September 30, 2013

City Council

Andre D. Pierre, Esq., Mayor
Michael R. Blynn, Esq., Councilman
Scott Galvin, Councilman
Jean R. Marcellus, Councilman
Marie Erlande Steril, Councilwoman

City Clerk

Michael A. Etienne, Esq.

City Manager
Stephen E. Johnson

City Attorney
Regine Monestime

Administrative Staff

Maxine Calloway, Community Planning & Development Director

Ricardo Castillo, Information Technology Director

Bonnie Clearwater, Museum of Contemporary Art Director

Ruby Crenshaw-Johnson, Purchasing Director

Marc Elias, Jr., Police Chief

Jefferson Geimer, Parks & Recreation Director

Aleem Ghany, Public Works Director

Lucia Gonzalez, Library Manager

Rebecca Jones, Personnel Administration Director

Vernon Paul, Finance Director

Lumane Pluviose-Claude, Ph.D., Deputy City Manager

Jacqueline Vieira, Deputy City Clerk

Budget Staff

Kay M. Grant, Budget Manager

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September 4, 2012

To the Honorable Mayor and Members of the City Council:

The proposed Annual Budget for the City of North Miami, Florida, for the fiscal year beginning October 1, 2012 and ending September 30, 2013 is hereby submitted in accordance with the requirements of the City Charter.

Over the last 3 years, the City has taken proactive steps to combat fiscal realities that have affected our nation. As our economy recovers, we see gradual progress in terms of market responsiveness and revenues. In 2011-2012, the City improved internal processes and programs while addressing external issues. In addition to cost saving measures, the City has also privatized solid waste disposal services, revised the water and sewer rate structure to promote water conservation and closed on the Biscayne Landing property. It is these efforts that have indeed set the tone for the development of the 2013 Budget.

Although positive signs of economic improvement are visible, the economy is still sluggish at best and recovery is expected to be very slow. With this in mind and by continuing the direction set forth by the Mayor and Council, staffs' goals in preparing this budget were to

- Continue to provide basic levels of service in the most equitable and efficient manner possible for both residents and employees.
- Strategically begin to position North Miami for the challenges of tremendous economic growth and expansion

This budget continues to support essential City services with minimal increases in service fees. These increases are necessary for sound financial management.

If approved by Council with all recommendations, the proposed FY2012-13 citywide budget is \$143,336,524, down \$7,813,263 or 5% from FY2011-12 amended budget of \$151,149,787. The following provides a brief financial overview and highlights of the proposed budget.

Ad Valorem Taxes

The impact of the economic climate on the real estate market has resulted in a continued decline in property values. The City's assessed taxable value as reported by the Property Appraiser is \$2,063,006,293, a slight decrease of .76% from last year's \$2,078,776,841. This is the smallest decline in the past four years and a great sign that values are stabilizing. Hopefully we will begin to see a positive rebound in the very near future.

I am pleased to report the proposed operating millage rate for FY2012-13 is 8.1000 per \$1,000 of assessed value. This is 1.16% less than the current millage rate of 8.1955 and even lower than the rolled-back rate of 8.1037. The rolled-back rate is defined by Truth In Millage (TRIM) as the rate that generates the same tax revenue as the current year, less new construction, additions, deletions and rehabilitative improvements. Additionally, the prior year's voted debt millage of .2188 per \$1,000 of assessed valuation was eliminated as the FMLC-Series 2002A-General Obligation Debt matured on May 1, 2012 and the obligation satisfied in full. This represents a total reduction of 3.7% to the millage for FY2012-13 from 8.4143 to 8.1000.

General Fund

The decision was approved by Mayor and Council in February 2012 to outsource our solid waste disposal services. The privatization resulted in an overall savings to the City, and City residents saw a 49% decrease for sanitation services on their utility bill. The rates went from \$51.25 per month to \$26.00 and effective October 1, 2012, there will be a further reduction to \$21.20 per month. The Solid Waste Services Fund was collapsed as an Enterprise Fund at the end of 2012 and all revenues and contractual expenses are now accounted for in the General Fund.

The proposed General Fund budget is \$67,434,011, a 51% increase from FY2011-12 Amended Budget of \$44,606,287. This increase is primarily attributable to the fund balance and contractual expenses associated with the privatization of solid waste services as mentioned above, as well as the \$17.5M proceeds from Biscayne Landing. It is important to note that the \$17.5M was not used to balance the budget, however, as approved by Council, \$5.0M has been set aside as reserve in the General Fund.

At the proposed millage rate of 8.1000, the City's projected gross property tax revenue of \$16,710,351 is allocated between the General Fund and the City of North Miami Community Redevelopment Agency (NMCRA). The City's portion of \$14,809,950 budgeted at 95% is \$18,494 more than the prior year, and represents approximately 22% of the General Fund's revenue.

Other major sources of revenue are State Revenue Sharing, Local Government ½ Cent Sales Tax, franchise fees, and utility taxes. These account for approximately 19% of the total revenues. Locally derived revenues are also a major component of the City's budget. These include business tax (occupational) licenses and permits, fines and forfeits, parks and recreation fees and other charges for services such as passport application fees and burglar alarm fees. These account for 15% of the revenues. The remaining amounts are derived from internal service charges and transfers, grants, miscellaneous interest and other.

The chart below depicts the breakdown of the various revenue types and compares FY2012 Amended Budget to FY2013 Proposed Budget.

2012-13 General Fund Proposed Revenue Summary

Revenue Source	2012 Amended Budget	2013 Proposed Budget	Increase/Decrease
Taxes	22,853,918	22,865,016	.05%
Licenses and Permits	1,516,000	1,347,000	-11%
Intergovernmental Revenue	5,797,880	6,283,919	8%
Charges for Services	886,984	3,618,026	308%
Fines & Forfeits	2,577,385	3,746,219	45%
Miscellaneous Revenues	4,016,419	1,062,372	-74%
Non-Revenues	7,161,352	28,617,659	300%
Transfers Out	(203,602)	(106,200)	-48%
Total General Fund Revenues	44,606,336	67,434,011	51%

Projects and programs recommended for inclusion in the fiscal year 2012-13 budget include:

- Florida Department of Transportation Bike Path Grant: \$353,554
- Grants and Scholarships: \$140,500
- Facilities Security Enhancement: \$200,000

North Miami Community Redevelopment Agency

The North Miami City Council approved the creation of the North Miami Community Redevelopment Agency (NMCRA) on July 8, 2003, which was subsequently approved by Miami-Dade County on June 28, 2005. Instituted as a Special Revenue Fund for the City's purposes, the NMCRA is treated as a separate entity with its own budget.

Although the City saw a small decrease in property tax valuations, the property values within the CRA district decreased significantly. At the proposed 8.1000 millage rate, the NMCRA's fiscal year 2012-13 gross tax increment funding (TIF) from the City is \$1,120,930, or 24% less than the prior year. It is anticipated that property values will increase over time with the development that will take place on the Biscayne Landing site.

In its FY2012-13 proposed budget, the NMCRA has provided partial funding for the following CRA- related projects and programs:

- Cultural and Socio-Economic Services: \$142,785
- Commercial Corridor Improvement Program: \$93,013
- Economic Development Program: \$69,289

Housing Rehabilitation Program

The City is an entitlement recipient of federal funds from the U.S. Department of Housing and Urban Development (HUD) under the Community Development Block Grant (CDBG) program.

In program years 2009-2010 and 2010-2011, the City received \$2.8 million dollars and \$1.17 million dollars, respectively, in emergency assistance through the Neighborhood Stabilization Program for the purchase and rehabilitation of foreclosed homes that might otherwise become sources of abandonment and blight within the community. Through this funding, twenty one (21) properties have been secured. The income from the rents and resale of these properties are returned to the program for additional purchase assistance and rehabilitation activities. The City is in good progress of reaching its goal and meeting the program requirement to expend 50% of the funds by March 2013.

With combined funding from the Community Development Block Grant (CDBG) program, the Home Investment Partnership Program (HOME), and the Neighborhood Stabilization Program (NSP), the City's FY2012-13 total program budget is \$2,239,671.

Highlights of the Housing Rehabilitation Program include:

- Purchase and Rehabilitation of Rental Properties: \$494,526
- Housing Rehabilitation: \$935,712
- Single Family Rehabilitation: \$100,732
- First-time homeowner down-payment assistance: \$50,000

Transportation

In 2002, Miami-Dade County voters approved a ½ cent tax for transportation. The ½ Cent Transportation Surtax Fund was created to account for the City's prorated share of the Charter County Transit System Surtax proceeds. Allocations to local municipalities are based on population and the monies received must be used for transportation related projects and programs. The estimated revenues in FY2013 budgeted @ 95% is \$1,899,000.

The 3-cent Local Option Gas Tax established in 1994 also provides funding for transportation related capital projects. The estimated revenue budgeted for FY2013 is \$269,975. Below is a list of projects staff has identified for funding in FY2013.

- NoMi Express Bus Service: \$683,777
- Street Lighting: \$430,000
- Bus Pass Program: \$158,940
- Sidewalk Replacement, Medians and Curbs: \$200,000
- Street Resurfacing: \$301,793

ENTERPRISE FUNDS

Stormwater Utility

There are no significant changes to the Stormwater Utility Fund. The proposed budget is \$4,000,710, a 2.6% increase from the prior year. The fund has an emergency reserve of 21% of the total budget and the monthly stormwater fee remains unchanged at \$5.92 per equivalent residential unit (ERU).

Water and Sewer Operation and Maintenance

A comprehensive assessment of the City's existing water and sewer rates was mandated by the South Florida Water Management District (SFWMD) under the Consumptive Use Permitting (CUP) to implement a conservation-based water rate structure. This study was necessary to promote the efficient use of water resources, address specific customer affordability issues and infrastructure concerns, develop a financial plan that would allow the City to adequately fund operating and capital requirements, and maintain an adequate level of utility service to our residents.

In April 2012, the Mayor and Council adopted the new rate structure which includes annual rate adjustments over the forecast period of fiscal years 2012-2016. Effective October 1, 2012, the adopted rate plan mandates a 9% increase for FY2013. The total Water and Sewer budget is 5% less than the prior year at \$38,572,866.

In 2009, a funding mechanism for the renovation of the City's existing water plant was created. A capital improvement fee (CIF) was instituted to generate funds needed to cover the project-related debt service. This capital improvement fee has been eliminated with the implementation of the new rate structure. At the end of FY2012, the capital reserve is estimated at \$10,365,757. These funds will be used to reduce the amount of debt assumed for the renovation project.

Highlights of Water and Sewer projects funded in fiscal year 2012-13 from the capital reserves are:

- Upgrade of Existing Lime Softening Plant: \$3,500,000
- Water Line Replacement: \$300,000
- Sanitation Sewer Rehabilitation: \$100,000
- Cyclical Lift Station Rehabilitation: \$200,000

Internal Service Funds

The internal service funds account for the cost of insuring the City in the areas of workers' compensation and general liability risks, and provide fleet management services to other departments on a cost reimbursement basis. The recently completed 2011

Comprehensive Annual Financial Report (CAFR) underscores a deficit of \$3,279,202 in the General Risk Management Fund. This is primarily due to two known recorded claims that exceed the sovereign immunity cap. Beginning in 2012, the City committed to funding the deficit over a 5 year period in addition to funding current operations. As a result, at the end of 2012 the deficit was reduced to \$2,603,250 and in this year's budget, the contribution towards the deficit is \$650,813.

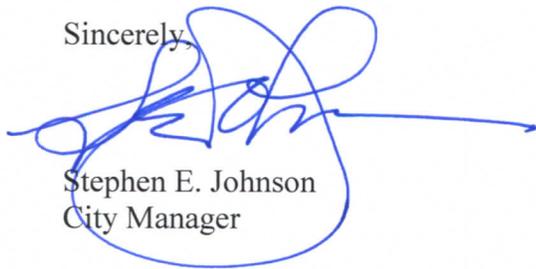
The CAFR also reported a deficit of \$169,870 in the Fleet Management Fund primarily due to the rising cost of fuel and repairs and maintenance to the City's aged fleet. This deficit is fully covered by user departments in addition to funding current operations.

Conclusion

From 2010 through today, North Miami has been proactive by taking steps to trim spending while maintaining excellent levels of service. Departmental staff has undertaken this year's budgeting process with optimism while recognizing economic challenges. These efforts have allowed for efficiencies to be achieved while simultaneously improving effectiveness in our operations. We look forward to continuing these initiatives throughout the next year.

With the support of a loyal community, diligent employees and the ongoing guidance of our City Council, I am confident we will be able to meet the challenges ahead and provide quality services to the residents and businesses of the City of North Miami.

Sincerely,



Stephen E. Johnson
City Manager

about



The city of North Miami is a dynamically diverse community which encompasses 9.5 square miles in Northeast Miami-Dade County. Following the 2010 Census, the City now ranks as the sixth largest municipality in Miami-Dade County, (the 41st most populated in the state of Florida), with a population of 58,786.

North Miami, previously dubbed the "Most Diverse City" in Miami-Dade County by the League of Cities, is known for its evolving community of immigrants from the Caribbean, most notably of Haitian decent. Despite the current economic downturn, North Miami continues to be home to a strong business community and offers residents a variety of housing options, from affordable, single family homes and apartment condominiums, both rental and owner-occupied, to multi-million dollar estates overlooking beautiful Biscayne Bay.

Our History

The city of North Miami is a unique community that has a rich history dating back to the late 1800's. Early settlers, Charles G. Ihle and David Burckhart, saw unbounded opportunities in an area covered with swamps and mangroves. The original settlement grew into a community, known as Arch Creek, which eventually became incorporated on February 5, 1926 as the Town of Miami Shores. The devastating hurricane of 1926 stifled the town's initial growth. Along with economic hard times, the town's name "Miami Shores" was not ratified by the Florida legislature

and other developers were granted use of the name to a neighboring municipality. On July 24, 1931, the Town of Miami Shores became the Town of North Miami, which evolved into the City of North Miami when its charter was established in the 1950's.

Our Government

The City's charter provides for a Mayor, elected city-wide, that serves up to two consecutive two-year terms and four Council members, elected by district to serve up to two consecutive four-year terms. The term

limit was amended by referendum in August 2010 and will take effect with the 2013 election.

North Miami is also one of few communities in the state that still have a city clerk that is elected city-wide. Also amended by referendum in 2010, the Clerk will be limited to serve up to two consecutive four-year terms, starting with the 2013 election.

The city manager and city attorney are each appointed by the city council. The city manager is responsible for the city's day-to-day operations, hiring department heads and preparing the annual budget. As reflected in the city's organizational chart, the city of North Miami provides for a variety of services to its residents and business owners.

Residents and business owners also have the chance to become involved in local government operations by serving on boards and commissions that may act in either advisory or quasi-judicial capacities.

Our Community

In 2012, North Miami continues to lure residents and businesses to the area because of its ideal location, tucked midway between Miami, Fort Lauderdale and the beaches, as well as for a true sense of community that is cultivated through recreational and educational opportunities. North Miami residents can receive a quality education from Pre-K through PhD, at a number of higher education institutions located in the area; including Florida International University - Biscayne Bay Campus, Johnson & Wales University, Barry University and Miami-Dade College - North Campus. The City is also home to the Oleta River State Recreation Area, right on Biscayne Bay, and a park system that offers numerous athletic, recreation and nature programs throughout the year.

The City's Museum of Contemporary Art (MOCA) has brought worldwide attention to North Miami. The downtown corridor, along NE 125 Street, has also become known as the NoMi Arts District, home to arts-based businesses and 20th century furnishing stores. Affordability and quality are some of the great advantages of living and doing business in North Miami.



In August 2012, the City of North Miami entered into a 99-year lease with Oleta Partners, LLC, after regaining the 183.8 acre property formerly known as Biscayne Landing in 2011. The development of this property located in the North east quadrant of the City, marks the beginning of a new chapter in North Miami's history.

Since earning an All-America City designation in 2010, North Miami continues to strive to serve the community by bringing to life the pillars exemplified by the award: engaging residents in governmental operations, collaborating with all sectors of the community, and championing inclusiveness in its programs and events with an innovative approach to make a lasting impact. North Miami is proud to be the only municipality in the state of Florida since 2008 to receive this honor. **NM**



Organizational Structure

Advisory Boards and Committees

Advisory Committee on the Disabled
 Affordable Housing Advisory Committee
 Board of Adjustment
 Business Development
 Charter Board
 Code Enforcement
 Community Redevelopment Agency
 Community Relations Board

Disaster Preparedness Committee
 Floodplain Management Planning Committee
 Health Facilities Authority
 Library Board
 Museum of Contemporary Art
 Nuisance Abatement Board
 Parks & Recreation Commission

Pension Board ORD. 691
 Pension Board ORD. 748
 Personnel Board
 Planning Commission
 Quality Education Advisory Board
 Senior Citizens Advisory Board
 University Relations Board
 Youth Opportunity Board

Mayor and Council

City Clerk
 (Elected)

City Manager and
 CRA Executive Director

City Attorney

City Clerk's Office

City Manager's Office

Community Planning
 and Development

Community
 Redevelopment Agency

Finance

Information Technology

Library

Museum of
 Contemporary Art

Parks and Recreation

Personnel Administration

Police

Public Works

Purchasing

Risk Management

**REVENUE SUMMARY
FISCAL YEAR 2012 - 2013**

<i>Account Number</i>	<i>2010-11 Actual</i>	<i>2011-12 Amended Budget</i>	<i>2011-12 Y/E Estimate</i>	<i>2012-13 Budget</i>	<i>Increase/ Decrease</i>
<u>GENERAL FUND</u>					
001-13-311100-000 OPERATING TAX LEVY	14,965,497	15,569,954	15,042,076	15,589,421	19,467
001-13-311110-000 DISCOUNT ON TAXES	510,908-	778,498-	752,100-	779,471-	973-
001-13-311300-000 TAX CERTIFICATE REDEMPTION	576,154	0	527,878	0	0
Total AD VALOREM TAXES	15,030,743	14,791,456	14,817,854	14,809,950	18,494
001-13-312410-000 LOCAL OPTION GAS TAX TRUST FD	775,608	684,310	743,063	692,734	8,424
Total GENERAL SALES AND USE TAX	775,608	684,310	743,063	692,734	8,424
001-13-313100-000 F P & L FRANCHISE TAX	2,676,516	2,300,000	2,303,987	2,250,000	50,000-
001-13-313300-000 CITY GAS FRANCHISE TAX	4,985	4,500	4,500	4,500	0
001-13-313400-000 PEOPLES GAS FRANCHISE TAX	82,632	70,000	73,605	73,000	3,000
001-13-313500-000 CABLE T.V. FRANCHISE TAX	0	0	60,000	0	0
001-13-313700-000 WASTE COLLECTION TAX	580,516	600,000	580,374	580,000	20,000-
001-13-313910-000 BUS BENCHES COMPANY FRANCHISE	13,560	13,536	13,632	13,632	96
001-13-313920-000 SHELTER ADV. FRANCHISE	2,800	0	0	0	0
Total FRANCHISE FEES	3,361,009	2,988,036	3,036,098	2,921,132	66,904-
001-13-314110-000 UTILITY TAX-F P & L	2,595,995	2,400,000	2,540,789	2,500,000	100,000
001-13-314410-000 UTILITY TAX-NATURAL GAS	66,337	58,000	61,479	60,000	2,000
001-13-314710-000 UTILITY TAX-FUEL OIL	1,423	1,200	1,200	1,200	0
001-13-314910-000 UTILITY TAX-ALL OTHER	32,702	30,000	32,000	30,000	0
Total UTILITY SERVICES TAXES	2,696,457	2,489,200	2,635,468	2,591,200	102,000
001-13-315000-000 COMMUNICATIONS SERVICE TAX	1,933,235	1,900,916	1,856,781	1,850,000	50,916-
Total COMMUNICATIONS SERVICE TAX	1,933,235	1,900,916	1,856,781	1,850,000	50,916-
001-03-321100-000 OCCUPATIONAL LICENSES	491,839	400,000	403,446	400,000	0
001-03-321200-000 REGULATORY LICENSE FEE	25,000	15,000	20,000	20,000	5,000
Total OCCUPATIONAL LICENSES	516,839	415,000	423,446	420,000	5,000

**REVENUE SUMMARY
FISCAL YEAR 2012 - 2013**

Account Number	2010-11 Actual	2011-12 Amended Budget	2011-12 Y/E Estimate	2012-13 Budget	Increase/ Decrease
001-15-322100-000 BUILDING PERMITS	415,843	320,000	382,642	180,000	140,000-
001-15-322110-000 STREET/GRADE PERMITS	5,743	4,100	4,504	2,100	2,000-
001-15-322120-000 PLUMBING PERMITS	80,109	62,000	67,673	32,500	29,500-
001-15-322130-000 ELECTRICAL PERMITS	145,483	90,000	127,881	60,000	30,000-
001-15-322135-000 MECHANICAL PERMITS	101,995	70,000	67,686	37,500	32,500-
001-15-322140-000 B & Z MISC. REVENUE	109,758	75,000	111,036	50,000	25,000-
001-15-322145-000 REINSPECTION FEES	7,069	5,000	5,000	2,500	2,500-
001-15-322149-000 TRAINING AND TECHNOLOGY FEES	0	0	23,250	15,000	15,000
001-15-322150-000 CERTIFICATES OF RE-OCCUPANCY	180,275	85,000	177,698	170,000	85,000
001-15-322151-000 40 YEAR RECERTIFICATION	47,607	52,500	57,500	55,000	2,500
001-15-322160-000 STRUCTURAL PLANS REVIEW	40,518	35,000	40,714	20,000	15,000-
001-16-322141-000 CODE ENF. MISC REVENUE	50-	0	0	0	0
Total BUILDING PERMITS	1,134,350	798,600	1,065,584	624,600	174,000-
001-03-329100-000 BOAT RAMP PERMITS	675	0	175	0	0
001-04-329900-000 PERMITTING FEE - MEDIANET	302,400	302,400	302,400	302,400	0
001-09-329910-000 FILM PERMITS	0	0	1,350	0	0
Total OTHER LICENSES, FEES AND PERMITS	303,075	302,400	303,925	302,400	0
001-08-331230-000 C.O.P.S. UHP GRANT	167,677	264,731	75,000	283,918	19,187
001-08-331280-000 D.O.J.-VOCA GRANT	34,663	52,851	52,851	52,851	0
001-08-331290-000 BULLETPROOF VEST GRANT	1,471	5,000	1,500	3,500	1,500-
001-08-331905-000 FEDERAL GRANTS FOR POLICE DEPT	138,022	0	0	0	0
001-09-331491-000 BIKE PATH FEDERAL GRANT	0	353,554	0	353,554	0
001-09-331500-000 EECBG STIMULUS GRANT	362,580	0	0	0	0
001-09-331951-000 FEDERAL GRANTS - MISCELLANEOUS	902,448	0	110,554	0	0
Total FEDERAL GRANTS	1,606,861	676,136	239,905	693,823	17,687
001-02-334395-000 KEEP FLORIDA BEAUTIFUL GRANT	1,250	0	0	0	0
001-17-334850-000 STATE AID TO LIBRARIES GRANT	20,293	30,144	30,563	22,144	8,000-
Total STATE GRANTS	21,543	30,144	30,563	22,144	8,000-
001-13-335120-000 STATE REVENUE SHARING	1,814,623	1,700,800	1,784,784	1,825,152	124,352
001-13-335140-000 MOBILE HOME LICENSES	1,581	1,000	2,526	2,000	1,000

**REVENUE SUMMARY
FISCAL YEAR 2012 - 2013**

<i>Account Number</i>	<i>2010-11 Actual</i>	<i>2011-12 Amended Budget</i>	<i>2011-12 Y/E Estimate</i>	<i>2012-13 Budget</i>	<i>Increase/ Decrease</i>
001-13-335150-000 ALCOHOLIC BEVERAGE LICENSES	15,683	14,000	16,658	15,000	1,000
001-13-335180-000 LOCAL GOVT 1/2 CENT SALES TAX	3,561,864	3,300,000	3,800,702	3,650,000	350,000
Total STATE SHARED REVENUES	5,393,751	5,015,800	5,604,670	5,492,152	476,352
001-13-337800-000 MISCELLANEOUS LOCAL GRANTS	14,481	5,000	5,000	0	5,000-
Total GRANTS FROM OTHER LOCAL UNITS	14,481	5,000	5,000	0	5,000-
001-03-338200-000 OCC. LICENSES-DADE COUNTY	78,493	70,000	75,000	75,000	5,000
001-03-338210-000 OCC LICENSES-DADE CONTRACTORS	814	800	800	800	0
Total SHARED REVENUES FROM OTHER LOCAL UNITS	79,307	70,800	75,800	75,800	5,000
001-03-341900-000 ELECTION FEES	13,830	0	0	7,980	7,980
001-03-341920-000 PASSPORT APPLICATION FEES	58,100	55,000	80,000	70,000	15,000
001-04-341110-000 ADMINISTRATION CHARGES-LIENS	5,940	3,000	8,500	6,000	3,000
001-04-341400-000 LIENS-RECORD SEARCH FEES	76,920	60,000	83,000	75,000	15,000
001-09-341930-000 HARDEST HIT PROGRAM FEES	56,984	24,000	65,000	65,000	41,000
001-15-341115-000 ZONING COMPLIANCE REVIEW FEES	73,802	40,000	90,000	80,000	40,000
001-15-341120-000 MINIMUM HOUSING REVIEW FEES	25,288	10,000	1,102	1,000	9,000-
001-15-341910-000 BOARD OF ADJUSTMENT FEES	150-	0	0	0	0
Total CHARGES FOR SERVICES	310,714	192,000	327,602	304,980	112,980
001-08-342120-000 POLICE RECORD REPORTS	12,046	6,000	12,000	12,000	6,000
001-08-342130-000 POLICE COURT RESTITUTION	300	0	28	0	0
001-08-342150-000 BURGLAR ALARM FEES	0	0	16,265	18,000	18,000
001-08-342160-000 SANS SOUCI GG-CNTY REIMB	296,686	296,684	290,097	295,880	804-
001-08-342900-000 MISC. POLICE DEPT. REVENUE	137,194	8,500	130,690	2,500	6,000-
Total PUBLIC SAFETY	446,226	311,184	449,080	328,380	17,196
001-10-343410-000 SANITATION FEES	0	0	0	2,556,466	2,556,466
001-10-343920-000 PUBLIC WORKS MISCELLANEOUS	7,609	8,000	5,000	5,000	3,000-
001-16-343910-000 LOT CLEARING & MOWING	42,648	30,000	30,000	30,000	0
Total PHYSICAL ENVIRONMENT	50,257	38,000	35,000	2,591,466	2,553,466

**REVENUE SUMMARY
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Account Number	2010-11 Actual	2011-12 Amended Budget	2011-12 Y/E Estimate	2012-13 Budget	Increase/ Decrease
001-12-347211-000 CHILDREN'S SPORTS REVENUE	22,062	16,000	21,665	20,000	4,000
001-12-347212-000 GYMNASTICS PROGRAMS REVENUE	12	0	0	0	0
001-12-347213-000 ADULT SPORTS REVENUE	1,620	0	0	0	0
001-12-347220-000 MISC. RECREATION REVENUE	25,271	21,000	32,250	27,500	6,500
001-12-347240-000 SWIMMING POOLS REVENUE	24,425	18,000	26,500	24,000	6,000
001-12-347260-000 TENNIS COURTS REVENUE	17,570	15,000	18,500	17,500	2,500
001-12-347270-000 NATURE PROGRAMS REVENUE	838	800	1,500	1,200	400
001-12-347280-000 SPECIAL PROGRAMS REVENUE	8,189	8,000	8,000	8,000	0
001-12-347284-000 ATHLETIC SUMMER CAMP REVENUE	30,706	27,000	25,538	25,000	2,000-
001-12-347285-000 CAMPS & SCHOOLS PROG. REVENUE	66,025	60,000	78,000	70,000	10,000
001-12-347290-000 MISCELLANEOUS PARKS REVENUE	0	0	70	0	0
001-12-347530-000 G. MARGOLIS COMM. CTR. RENTAL	57,595	45,000	52,000	50,000	5,000
001-12-347540-000 REC FACILITIES RENTAL REVENUE	48,812	50,000	59,400	55,000	5,000
001-12-347550-000 ATHLETIC STADIUM RENTAL REV.	109,733	85,000	95,000	95,000	10,000
001-17-347110-000 LIBRARY SUBSCRIBER FEES	255	0	0	0	0
Total CULTURE/RECREATION	413,113	345,800	418,423	393,200	47,400
001-08-351100-000 FINES & FORFEITS-METRO COURT	245,073	125,000	350,000	310,000	185,000
001-15-351110-000 FINES-CODE ENFORCEMENT BOARD	17,271	180,000	153,000	155,000	25,000-
001-15-351115-000 FINES - SPECIAL MAGISTRATE	108,274	235,000	169,000	160,000	75,000-
001-15-351120-000 PERMIT PENALTIES	9,752	8,000	8,000	8,000	0
001-15-351125-000 LATE PERMIT FINES	33,086	15,000	22,500	20,000	5,000
001-16-351110-000 FINES-CODE ENFORCEMENT BOARD	88,564	225,000	135,945	110,000	115,000-
001-16-351115-000 FINES - SPECIAL MAGISTRATE	60,175	200,000	75,000	75,000	125,000-
Total JUDGEMENTS AND FINES	562,195	988,000	913,445	838,000	150,000-
001-17-352100-000 LIBRARY MEMBER FINES	13,917	12,000	6,000	5,000	7,000-
Total LIBRARY FINES	13,917	12,000	6,000	5,000	7,000-
001-13-354200-000 FINES-LATE PEN/WASTE COLL TAX	105	0	975	0	0
001-15-354130-000 CODE VIOLATIONS - CITATIONS	900	0	0	0	0
001-16-354130-000 CODE VIOLATIONS - CITATIONS	22,010	13,385	14,300	12,000	1,385-
Total VIOLATIONS OF LOCAL ORDINANCES	23,015	13,385	15,275	12,000	1,385-

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Account Number	2010-11 Actual	2011-12 Amended Budget	2011-12 Y/E Estimate	2012-13 Budget	Increase/ Decrease
001-08-359100-000 FINES-SCHOOL CROSSING GUARDS	5,911	4,000	5,000	5,000	1,000
001-08-359120-000 FINES - RED-LIGHT CAMERAS	1,884,695	1,500,000	3,146,799	2,823,219	1,323,219
001-08-359200-000 DISABLED PARKING FINES	7,012	5,000	5,000	5,000	0
001-08-359300-000 PKG TICKET SRCHG-CROSS GUARDS	63,255	55,000	60,580	58,000	3,000
001-15-359101-000 FORFEITURES OF DEPOSIT-ESCROW	10,000	0	0	0	0
Total OTHER FINES AND/OR FORFEITS	1,970,873	1,564,000	3,217,379	2,891,219	1,327,219
001-13-361100-000 INCOME ON INVESTMENTS	3,925	1,000	2,200	2,200	1,200
001-13-361200-000 INT. ON INVEST.-DADE COUNTY	4,871	4,500	4,500	4,500	0
001-13-361390-000 INTEREST PENALTY-LIENS	15,466	10,000	8,000	5,000	5,000-
Total INTEREST AND OTHER EARNINGS	24,262	15,500	14,700	11,700	3,800-
001-13-362120-000 RENTS & LEASES-MISCELLANEOUS	42,939	40,000	43,858	45,332	5,332
001-13-362130-000 BELLSOUTH MOBILITY LEASE	38,155	38,000	40,063	40,414	2,414
001-13-362135-000 BISCAYNE LANDING LEASE	463,000	1,500,000	2,129,375	659,500	840,500-
001-17-362115-000 RENTAL REVENUE-LIBRARY FAC.	425	0	550	400	400
Total RENTS AND ROYALTIES	544,519	1,578,000	2,213,846	745,646	832,354-
001-12-366901-000 DONATIONS	41,362	0	52,672	0	0
001-13-366110-000 PRIVATE FACILITIES BONDS REV.	79,902	81,560	80,026	80,026	1,534-
001-13-366230-000 PROCEEDS FROM DEVELOPER	218,500	2,100,180	17,500,000	0	2,100,180-
001-13-366901-000 DONATIONS	27,097	20,279	77,849	0	20,279-
001-17-366100-000 LIBRARY DONATIONS	2,050	0	500	0	0
Total CONTRIBUTION/DONATION FR PRIVATE SOURCES	368,911	2,202,019	17,711,047	80,026	2,121,993-
001-02-369301-000 SETTLEMENT PROCEEDS	80,000	80,000	211,308	80,000	0
001-02-369420-000 INSURANCE RECOVERY	1,864	16,900	38,203	10,000	6,900-
001-09-369903-000 PLANNING & DEVELOPMENT REV.	8,312	6,000	10,500	9,000	3,000
001-12-369901-000 SENIOR CITIZEN SHOWCASE REV.	84	0	13	0	0
001-13-369440-000 LEVY SERVICE-G.O. BONDS	6,000	6,000	6,000	0	6,000-
001-13-369900-000 MISCELLANEOUS REVENUES	50,173	35,000	1,212,249	50,000	15,000
001-13-369906-000 TAKE HOME VEHICLE PROG REV.	92,312	75,000	76,339	75,000	0
001-17-369907-000 LIBRARY MISC. REVENUE	1,874	2,000	1,400	1,000	1,000-

**REVENUE SUMMARY
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<i>Account Number</i>	<i>2010-11 Actual</i>	<i>2011-12 Amended Budget</i>	<i>2011-12 Y/E Estimate</i>	<i>2012-13 Budget</i>	<i>Increase/ Decrease</i>
Total MISCELLANEOUS REVENUES	240,619	220,900	1,556,012	225,000	4,100
001-13-381105-000 TRANS FM COMM REDEV AGENCY (CRA	727,599	858,086	858,086	530,984	327,102-
001-13-381265-000 TRANS FM LIBRARY BLDG FUND	55,000	20,000	20,000	0	20,000-
001-13-381285-000 TRANS FM LAW ENFORCEMENT TRUST	136,947	0	0	0	0
001-13-381295-000 TRANS FM SOLID WASTE SERVICES FD	0	0	0	0	0
Total INTERFUND TRANSFER	919,546	878,086	878,086	530,984	347,102-
001-13-382110-000 IN LIEU OF TAXES-ENTER. FUNDS	566,556	566,556	566,556	61,138	505,418-
001-13-382115-000 RET. ON INVEST. IN UTILITY	1,557,137	1,559,642	1,559,642	1,548,273	11,369-
001-13-382120-000 CITY FACILITIES RENT-ENTER FDS	61,784	61,784	61,784	61,784	0
001-13-382130-000 AUDIT FEES-ENTERPRISE FUNDS	45,220	36,100	36,100	32,300	3,800-
001-13-382150-000 LEGAL FEES-ENTERPRISE FUNDS	249,116	263,980	263,980	198,904	65,076-
001-13-382160-000 INFO PROCESS SVCS-ENTER FUNDS	407,009	362,482	362,482	279,485	82,997-
001-13-382170-000 BILLING SERVICES-ENTER. FUNDS	1,278,017	1,265,247	1,265,247	1,192,553	72,694-
001-13-382190-000 STREET REPAIR SVC-ENTER FUNDS	482,225	486,855	486,855	598,417	111,562
001-13-382195-000 OTHER ADMIN SVCS-ENTER. FUNDS	1,688,497	1,565,153	1,565,153	1,412,409	152,744-
Total CONTRIBUTIONS FROM ENTERPRISE OPERATIONS	6,335,561	6,167,799	6,167,799	5,385,263	782,536-
001-13-389900-000 PRIOR YEAR SURPLUS/DEFICIT	0	819,533-	328,906	4,266,412	5,085,945
001-13-389901-000 PRIOR YEAR CONTINGENCY BALANCE	0	935,000	0	935,000	0
001-13-389915-000 RESERVE-FUTURE PROJECTS	0	0	0	17,500,000	17,500,000
Total NON-OPERATING SOURCES	0	115,467	328,906	22,701,412	22,585,945
001-13-399803-000 TO: SOLID WASTE SERVICES FUND	69,200-	97,402-	97,402-	0	97,402
001-13-399810-000 TO: W & S OPER & MAINT FUND	106,200-	106,200-	106,200-	106,200-	0
Total TRANSFERS OUT	175,400-	203,602-	203,602-	106,200-	97,402
Total GENERAL	44,915,587	44,606,336	64,887,155	67,434,011	22,827,675
<u>C.R.A. FUNDED PROJECTS FUND</u>					
105-04-311100-000 OPERATING TAX LEVY	2,102,779	1,466,662	1,405,532	1,120,930	345,732-

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105-04-311110-000 DISCOUNT ON TAXES	71,824-	73,333-	65,352-	56,047-	17,286
105-04-311300-000 TAX CERTIFICATE REDEMPTION	53,712	0	53,149	0	0
Total AD VALOREM TAXES	2,084,667	1,393,329	1,393,329	1,064,883	328,446-
105-04-369915-000 CRA FUNDED PROJECTS	1,994,549	3,538,116	3,091,201	305,087	3,233,029-
Total MISCELLANEOUS REVENUES	1,994,549	3,538,116	3,091,201	305,087	3,233,029-
105-04-399450-000 TO: GENERAL FUND	727,599-	858,086-	858,086-	530,984-	327,102
105-04-399460-000 TO CRA FUND	1,415,143-	0	535,242-	0	0
Total TRANSFERS OUT	2,142,742-	858,086-	1,393,328-	530,984-	327,102
Total C.R.A. FUNDED PROJECTS	1,936,474	4,073,359	3,091,202	838,986	3,234,373-
<u>C.D.B.G. ENTITLEMENT FUND</u>					
115-09-331910-000 C.D.B.G. ENTITLEMENT	1,393,428	1,115,057	1,183,351	1,423,353	308,296
115-09-331911-000 C.D.B.G. RECOVERY PROGRAM	178,374	10,450	154,891	0	10,450-
Total FEDERAL GRANTS	1,571,802	1,125,507	1,338,242	1,423,353	297,846
115-09-361104-000 INTEREST INCOME ON LOANS	2,687	0	472	0	0
Total INTEREST AND OTHER EARNINGS	2,687	0	472	0	0
115-09-366481-000 FUNDS RECAPTURED	7,993	0	13,022	0	0
Total CONTRIBUTION/DONATION FR PRIVATE SOURCES	7,993	0	13,022	0	0
115-09-389900-000 PRIOR YEAR SURPLUS/DEFICIT	0	165,726	0	0	165,726-
Total NON-OPERATING SOURCES	0	165,726	0	0	165,726-
Total C.D.B.G. ENTITLEMENT	1,582,482	1,291,233	1,351,736	1,423,353	132,120

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<u>HOME INVESTMENT PARTNERSHIP FUND</u>					
116-09-331535-000 HOME INVESTMENT PARTNERSHIP	425,058	644,132	446,331	232,424	411,708-
116-09-331536-000 HOMELESS PREVENTION & RAPID RE-H	245,448	13,995	74,075	0	13,995-
Total FEDERAL GRANTS	670,506	658,127	520,406	232,424	425,703-
116-09-389900-000 COMMUNITY PLANNING & DEVELOPMEN	0	111,514	0	0	111,514-
Total NON-OPERATING SOURCES	0	111,514	0	0	111,514-
Total HOME INVESTMENT PARTNERSHIP	670,506	769,641	520,406	232,424	537,217-
<u>2005 DISASTER RECOVERY GRANT FUND</u>					
117-09-334535-000 2005 DISASTER RECOVERY GRANT	1,528,191	0	91,325	0	0
Total STATE GRANTS	1,528,191	0	91,325	0	0
117-09-361104-000 INTEREST INCOME ON LOANS	2,270	0	1,593	0	0
Total INTEREST AND OTHER EARNINGS	2,270	0	1,593	0	0
117-09-366481-000 FUNDS RECAPTURED	33,904	0	14,808	0	0
Total CONTRIBUTION/DONATION FR PRIVATE SOURCES	33,904	0	14,808	0	0
117-09-389900-000 PRIOR YEAR SURPLUS/DEFICIT	0	3,750	0	0	3,750-
Total NON-OPERATING SOURCES	0	3,750	0	0	3,750-
Total 2005 DISASTER RECOVERY GRANT	1,564,365	3,750	107,726	0	3,750-
<u>NEIGHBORHOOD STABILIZATION PROGRAM FUND</u>					
118-09-331547-000 NEIGHBORHOOD STABILIZATION PROGI	26,448	1,473,374	889,486	583,894	889,480-
118-09-331911-000 NSP1 RECOVERY PROGRAM	348,599	162,870	191,608	0	162,870-
118-09-331913-000 NSP3 RENTS AND RECOVERY PROGRAI	0	0	14,709	0	0

**REVENUE SUMMARY
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<i>Account Number</i>	<i>2010-11 Actual</i>	<i>2011-12 Amended Budget</i>	<i>2011-12 Y/E Estimate</i>	<i>2012-13 Budget</i>	<i>Increase/ Decrease</i>
Total FEDERAL GRANTS	375,047	1,636,244	1,095,803	583,894	1,052,350-
118-09-389900-000 PRIOR YEAR SURPLUS/DEFICIT	0	82,450	0	0	82,450-
Total NON-OPERATING SOURCES	0	82,450	0	0	82,450-
Total NEIGHBORHOOD STABILIZATION PROGRAM F	375,047	1,718,694	1,095,803	583,894	1,134,800-
<u>STATE HOUSING INITIATIVE PROGRAM FUND</u>					
125-09-335510-000 S.H.I.P. ENTITLEMENT	0	27,009	27,009	0	27,009-
Total STATE SHARED REVENUES	0	27,009	27,009	0	27,009-
125-09-361104-000 INTEREST INCOME ON LOANS	1,391	0	0	0	0
Total INTEREST AND OTHER EARNINGS	1,391	0	0	0	0
125-09-366480-000 SHIP FUNDS RECAPTURED	9,344	0	0	0	0
Total CONTRIBUTION/DONATION FR PRIVATE SOURCES	9,344	0	0	0	0
125-09-389900-000 PRIOR YEAR SURPLUS/DEFICIT	0	14,202	24,936	30,744	16,542
Total NON-OPERATING SOURCES	0	14,202	24,936	30,744	16,542
Total STATE HOUSING INITIATIVE PROG	10,735	41,211	51,945	30,744	10,467-
<u>POLICE TRAINING FUND</u>					
130-08-335290-000 POLICE TRAINING REVENUE	11,799	11,000	13,016	12,000	1,000
Total STATE SHARED REVENUES	11,799	11,000	13,016	12,000	1,000
130-08-389900-000 PRIOR YEAR SURPLUS/DEFICIT	0	500	709	2,225	1,725
Total NON-OPERATING SOURCES	0	500	709	2,225	1,725
Total POLICE TRAINING	11,799	11,500	13,725	14,225	2,725

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<u>LAW ENFORCEMENT TRUST FUND</u>					
131-08-359110-000 FORFEITURE PROCEEDS	167,758	0	438,801	0	0
Total OTHER FINES AND/OR FORFEITS	167,758	0	438,801	0	0
131-08-389900-000 PRIOR YEAR SURPLUS/DEFICIT	0	326,925	372,014	527,170	200,245
Total NON-OPERATING SOURCES	0	326,925	372,014	527,170	200,245
131-08-399450-000 TO: GENERAL FUND	136,947-	0	0	0	0
Total TRANSFERS OUT	136,947-	0	0	0	0
Total LAW ENFORCEMENT TRUST	30,811	326,925	810,815	527,170	200,245
<u>FEDERAL FORFEITURE FUND</u>					
132-08-359110-000 FORFEITURE PROCEEDS	109,793	0	47,449	0	0
Total OTHER FINES AND/OR FORFEITS	109,793	0	47,449	0	0
132-08-364290-000 SALES OF CITY OWNED ASSETS	0	0	7,300	0	0
Total DISPOSITION OF FIXED ASSETS	0	0	7,300	0	0
132-08-389900-000 PRIOR YEAR SURPLUS/DEFICIT	0	230,645	261,116	315,865	85,220
Total NON-OPERATING SOURCES	0	230,645	261,116	315,865	85,220
Total FEDERAL FORFEITURE	109,793	230,645	315,865	315,865	85,220
<u>JUSTICE ASSISTANCE GRANT FUND</u>					
134-08-331255-000 JUSTICE ASSISTANCE GRANT (JAG)	44,472	122,268	80,943	104,173	18,095-
134-08-331256-000 EDWARD BYRNE JAG - ARRA	30,480	95,625	53,528	24,098	71,527-
Total FEDERAL GRANTS	74,952	217,893	134,471	128,271	89,622-
Total JUSTICE ASSISTANCE GRANT	74,952	217,893	134,471	128,271	89,622-

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<u>1/2 CENT TRANSPORTATION SURTAX FUND</u>					
185-09-312440-000 1/2 CENT TRANSPORATION SURTAX	1,836,714	1,731,507	1,948,773	1,899,000	167,493
Total GENERAL SALES AND USE TAX	1,836,714	1,731,507	1,948,773	1,899,000	167,493
185-09-344900-000 OTHER TRANSPORTATION REVENUE	3,000	0	0	0	0
Total TRANSPORTATION	3,000	0	0	0	0
185-09-361100-000 INCOME ON INVESTMENTS	4,834	5,000	0	0	5,000-
Total INTEREST AND OTHER EARNINGS	4,834	5,000	0	0	5,000-
185-09-369900-000 MISCELLANEOUS REVENUES	2,240	0	6,720	6,720	6,720
185-09-369912-000 BUS PASS REVENUE	99,762	105,469	105,995	100,000	5,469-
Total MISCELLANEOUS REVENUES	102,002	105,469	112,715	106,720	1,251
185-09-389900-000 PRIOR YEAR SURPLUS/DEFICIT	390,989-	2,204,810	2,029,653	120,174	2,084,636-
Total NON-OPERATING SOURCES	390,989-	2,204,810	2,029,653	120,174	2,084,636-
Total 1/2 CENT TRANSPORTATION SURTAX	1,555,561	4,046,786	4,091,141	2,125,894	1,920,892-
<u>LANDFILL CLOSURE FUND</u>					
190-04-361100-000 INCOME ON INVESTMENTS	97,190	75,000	76,398	57,000	18,000-
Total INTEREST AND OTHER EARNINGS	97,190	75,000	76,398	57,000	18,000-
190-04-389916-000 RESERVE FOR CLOSURE & REMEDIATIC	0	23,750,606	23,891,298	18,438,298	5,312,308-
Total NON-OPERATING SOURCES	0	23,750,606	23,891,298	18,438,298	5,312,308-
Total LANDFILL CLOSURE	97,190	23,825,606	23,967,696	18,495,298	5,330,308-

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<u>Account Number</u>	<u>2010-11 Actual</u>	<u>2011-12 Amended Budget</u>	<u>2011-12 Y/E Estimate</u>	<u>2012-13 Budget</u>	<u>Increase/ Decrease</u>
DEVELOPMENT IMPACT FEES					
195-08-324120-000 IMPACT FEES-NONRESIDENTIAL-POLICE	6,000	14,000	2,866	0	14,000-
195-09-324320-000 IMPACT FEES-NON RESIDENT-TRANSPC	2,040	10,000	222	0	10,000-
195-13-324710-000 IMPACT FEES-RESIDENTIAL-GEN GOVT	0	5,000	0	0	5,000-
195-13-324720-000 IMPACT FEES-NONRESIDENTIAL-GEN GOVT	10,320	20,000	1,066	0	20,000-
Total IMPACT FEES	18,360	49,000	4,154	0	49,000-
195-04-341300-000 ADMIN SERVICE FEES	184	0	42	0	0
195-15-341300-000 ADMIN SERVICE FEES	367	1,000	83	0	1,000-
Total CHARGES FOR SERVICES	551	1,000	125	0	1,000-
195-13-389900-000 PRIOR YEAR SURPLUS/DEFICIT	0	18,000	18,911	23,190	5,190
Total NON-OPERATING SOURCES	0	18,000	18,911	23,190	5,190
Total DEVELOPMENT IMPACT FEES	18,911	68,000	23,190	23,190	44,810-
FMLC-SERIES 2002A - G.O. DEBT FUND					
230-04-311100-000 OPERATING TAX LEVY	455,688	454,836	434,102	0	454,836-
230-04-311110-000 DISCOUNT ON TAXES	15,762-	22,742-	21,705-	0	22,742
230-04-311300-000 TAX CERTIFICATE REDEMPTION	13,913	0	0	0	0
Total AD VALOREM TAXES	453,839	432,094	412,397	0	432,094-
230-04-389900-000 PRIOR YEAR SURPLUS/DEFICIT	0	0	20,328	0	0
Total NON-OPERATING SOURCES	0	0	20,328	0	0
Total FMLC-SERIES 2002A - G.O. DEBT	453,839	432,094	432,725	0	432,094-

**REVENUE SUMMARY
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<i>Account Number</i>	<i>2010-11 Actual</i>	<i>2011-12 Amended Budget</i>	<i>2011-12 Y/E Estimate</i>	<i>2012-13 Budget</i>	<i>Increase/ Decrease</i>
<u>PENSION OBLIGATION BOND FUND</u>					
250-04-389510-000 GEN. FD. DEBT ALLOCATION	1,056,146	1,396,614	1,396,614	1,523,336	126,722
250-04-389515-000 C.R.A. FUNDED PROJECTS DEBT ALLOC	12,655	0	0	15,997	15,997
250-04-389525-000 1/2 CENT TRANSPORTATION DEBT ALLC	10,748	0	0	0	0
250-04-389530-000 WATER & SEWER DEBT ALLOCATION	129,834	166,953	166,953	167,850	897
250-04-389540-000 SOLID WASTE DEBT ALLOCATION	65,339	89,333	89,333	0	89,333-
250-04-389550-000 STORMWATER FD. DEBT ALLOCATION	18,809	26,628	26,628	27,524	896
250-04-389560-000 RISK MGMT DEBT ALLOCATION	9,397	13,056	13,056	13,582	526
250-04-389570-000 FLEET MGMT FD DEBT ALLOCATION	29,329	38,779	38,779	40,086	1,307
Total NON-OPERATING SOURCES	1,332,257	1,731,363	1,731,363	1,788,375	57,012
Total PENSION OBLIGATION BOND	1,332,257	1,731,363	1,731,363	1,788,375	57,012
<u>E MAY AVIL LIBRARY FUND</u>					
Total INTERFUND TRANSFER	0	0	0	0	0
340-17-389900-000 PRIOR YEAR SURPLUS/DEFICIT	0	63,693	63,693	43,693	20,000-
Total NON-OPERATING SOURCES	0	63,693	63,693	43,693	20,000-
340-17-399450-000 TO: GENERAL FUND	55,000-	0	20,000-	0	0
Total TRANSFERS OUT	55,000-	0	20,000-	0	0
Total E MAY AVIL LIBRARY	55,000-	63,693	43,693	43,693	20,000-
<u>TRANSPORTATION GAS TAX</u>					
370-09-312430-000 CAPITAL IMPV. GAS TAX REV.	300,497	264,310	290,432	269,975	5,665
Total GENERAL SALES AND USE TAX	300,497	264,310	290,432	269,975	5,665
370-09-389900-000 PRIOR YEAR SURPLUS/DEFICIT	0	1,061,202	1,166,897	131,817	929,385-

**REVENUE SUMMARY
FISCAL YEAR 2012 - 2013**

<i>Account Number</i>	<i>2010-11 Actual</i>	<i>2011-12 Amended Budget</i>	<i>2011-12 Y/E Estimate</i>	<i>2012-13 Budget</i>	<i>Increase/ Decrease</i>
Total NON-OPERATING SOURCES	0	1,061,202	1,166,897	131,817	929,385-
Total TRANSPORTATION-GAS TAX	300,497	1,325,512	1,457,329	401,792	923,720-
<u>PEPPER PARK YOUTH CENTER FUND</u>					
381-12-337701-000 MIAMI-DADE BBC/GOB - PEPPER PK	0	120,530	4,591,856	0	120,530-
Total GRANTS FROM OTHER LOCAL UNITS	0	120,530	4,591,856	0	120,530-
381-12-389900-000 PARKS & RECREATION	0	4,471,315	0	0	4,471,315-
Total NON-OPERATING SOURCES	0	4,471,315	0	0	4,471,315-
Total PEPPER PARK YOUTH CENTER	0	4,591,845	4,591,856	0	4,591,845-
<u>WATER & SEWER UTILITY FUND</u>					
420-10-334357-000 D.E.P.-SEWER GRANT-LP6846	512,700	0	0	0	0
Total STATE GRANTS	512,700	0	0	0	0
420-10-337325-000 MDC-GOB SANITARY SEWER GRANT	8,771	0	0	0	0
Total GRANTS FROM OTHER LOCAL UNITS	8,771	0	0	0	0
420-10-343311-000 METERED SALE OF WATER-CITY	4,874,364	4,874,024	5,444,965	7,551,264	2,677,240
420-10-343312-000 METERED SALE OF WATER-OUTSIDE	2,165,013	2,107,906	2,423,095	3,287,746	1,179,840
420-10-343313-000 FIRE SERVICE REVENUE - CITY	27,380	27,324	27,047	27,000	324-
420-10-343314-000 FIRE SERVICE REVENUE-OUTSIDE	12,701	12,871	12,096	12,000	871-
420-10-343330-000 NEW SERVICE CONNECTIONS-WATER	31,576	37,000	120,000	37,000	0
420-10-343350-000 WATER IMPACT FEE	38,760	33,000	38,041	35,000	2,000
420-10-343511-000 SANITARY SEWER SERVICE-CITY	1,358,078	1,402,030	2,223,320	3,857,306	2,455,276
420-10-343512-000 SANITARY SEWER SVCE-OUTSIDE	613,055	632,801	960,490	1,631,669	998,868
420-10-343560-000 NEW SERVICE CONNECTIONS-SEWER	15,769	0	9,964	7,500	7,500
420-10-343570-000 SEWER REVENUE - MIAMI DADE	190	0	0	0	0
420-10-343580-000 SEWER TREATMENT SERVICE-CITY	5,686,527	5,641,795	4,666,950	5,829,567	187,772
420-10-343585-000 SEWER TREATMENT SVC-OUTSIDE	2,764,995	2,789,070	2,145,385	2,415,809	373,261-

**REVENUE SUMMARY
FISCAL YEAR 2012 - 2013**

<i>Account Number</i>	<i>2010-11 Actual</i>	<i>2011-12 Amended Budget</i>	<i>2011-12 Y/E Estimate</i>	<i>2012-13 Budget</i>	<i>Increase/ Decrease</i>
420-10-343595-000 OUTSIDE CITY W & S SURCHARGE	1,378,107	1,382,444	1,382,243	1,833,806	451,362
420-10-343610-000 W&S INSPECTION FEES	101,123	100,000	95,000	95,000	5,000-
420-10-343620-000 SERVICE CHARGES	162,505	135,000	84,966	80,000	55,000-
420-10-343630-000 NEW ACCOUNT PROCESSING CHARGE	19,290	17,000	17,800	17,000	0
Total PHYSICAL ENVIRONMENT	19,249,433	19,192,265	19,651,362	26,717,667	7,525,402
420-10-361100-000 INCOME ON INVESTMENTS	21,138	0	16,821	13,200	13,200
420-10-361390-000 INTEREST PENALTY-LIENS	30,859	15,000	25,266	20,000	5,000
Total INTEREST AND OTHER EARNINGS	51,997	15,000	42,087	33,200	18,200
420-10-363101-000 CAP IMPROVEMENTS-WATER-CITY	2,374,232	2,235,822	1,187,645	0	2,235,822-
420-10-363102-000 PUBLIC WORKS	1,003,347	1,016,118	593,938	0	1,016,118-
420-10-363103-000 CAP IMPROVEMENTS-SEWER-CITY	492,441	460,639	259,917	0	460,639-
420-10-363104-000 PUBLIC WORKS	124,976	126,673	62,642	0	126,673-
Total SPECIAL ASSESSMENTS/IMPACT FEES	3,994,996	3,839,252	2,104,142	0	3,839,252-
420-10-364290-000 SALES OF CITY OWNED ASSETS	0	5,000	0	0	5,000-
Total DISPOSITION OF FIXED ASSETS	0	5,000	0	0	5,000-
420-10-369420-000 INSURANCE RECOVERY	6,283	1,000	3,551	2,000	1,000
420-10-369900-000 MISCELLANEOUS REVENUES	9	0	10,756-	0	0
420-10-369990-000 MISCELLANEOUS INCOME	162,867	75,000	60,000	60,000	15,000-
Total MISCELLANEOUS REVENUES	169,159	76,000	52,795	62,000	14,000-
420-10-381701-000 TRANSFER FROM GENERAL FUND	106,200	106,200	106,200	106,200	0
Total INTERFUND TRANSFER	106,200	106,200	106,200	106,200	0
420-10-389900-000 PRIOR YEAR SURPLUS/DEFICIT	0	2,270,415	1,909,170	21,827	2,248,588-
420-10-389915-000 RESERVE FOR CAPITAL PROJECTS	0	14,545,467	15,807,400	10,920,095	3,625,372-
420-10-389935-000 RESERVE FOR EMPLOYEE BENEFITS	0	716,536	711,877	711,877	4,659-
Total NON-OPERATING SOURCES	0	17,532,418	18,428,447	11,653,799	5,878,619-

**REVENUE SUMMARY
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<u>Account Number</u>	<u>2010-11 Actual</u>	<u>2011-12 Amended Budget</u>	<u>2011-12 Y/E Estimate</u>	<u>2012-13 Budget</u>	<u>Increase/ Decrease</u>
Total WATER & SEWER UTILITY	24,093,256	40,766,135	40,385,033	38,572,866	2,193,269-
<u>WATER FIRE FLOW DEMAND FUND</u>					
470-10-343370-000 CUSTOMER CONTRIB.-FIRE FLOW	5,110	0	3,419	0	0
Total PHYSICAL ENVIRONMENT	5,110	0	3,419	0	0
470-10-389900-000 PRIOR YEAR SURPLUS/DEFICIT	0	985,191	985,191	988,610	3,419
Total NON-OPERATING SOURCES	0	985,191	985,191	988,610	3,419
Total WATER FIRE FLOW DEMAND	5,110	985,191	988,610	988,610	3,419
<u>SOLID WASTE SERVICES FUND</u>					
480-10-343410-000 SANITATION FEES	6,218,552	6,488,976	4,917,694	0	6,488,976-
480-10-343510-000 RECYCLING FEES	416,617	431,342	243,204	0	431,342-
480-10-343930-000 SALE OF RECYCLABLES	21,233	10,000	25,310	0	10,000-
Total PHYSICAL ENVIRONMENT	6,656,402	6,930,318	5,186,208	0	6,930,318-
480-10-354130-000 CODE VIOLATIONS - CITATIONS	6,525	3,500	2,500	0	3,500-
Total VIOLATIONS OF LOCAL ORDINANCES	6,525	3,500	2,500	0	3,500-
480-10-364290-000 SALES OF CITY OWNED ASSETS	0	0	985,000	0	0
Total DISPOSITION OF FIXED ASSETS	0	0	985,000	0	0
480-10-369900-000 MISCELLANEOUS REVENUES	49	0	0	0	0
Total MISCELLANEOUS REVENUES	49	0	0	0	0
480-10-381205-000 TRANSFER FROM GENERAL FUND	69,200	97,402	97,402	0	97,402-
Total INTERFUND TRANSFER	69,200	97,402	97,402	0	97,402-

**REVENUE SUMMARY
FISCAL YEAR 2012 - 2013**

<u>Account Number</u>	<u>2010-11 Actual</u>	<u>2011-12 Amended Budget</u>	<u>2011-12 Y/E Estimate</u>	<u>2012-13 Budget</u>	<u>Increase/ Decrease</u>
480-10-389900-000 PRIOR YEAR SURPLUS/DEFICIT	0	2,804,891	2,552,022	0	2,804,891-
480-10-389935-000 RESERVE FOR EMPLOYEE BENEFITS	0	546,294	541,307	0	546,294-
Total NON-OPERATING SOURCES	0	3,351,185	3,093,329	0	3,351,185-
480-10-399450-000 TO: GENERAL FUND	0	0	0	0	0
Total TRANSFERS OUT	0	0	0	0	0
Total SOLID WASTE SERVICES	6,732,176	10,382,405	9,364,439	0	10,382,405-
<u>STORMWATER UTILITY FUND</u>					
490-10-343950-000 STORMWATER CHARGES	2,408,384	2,504,096	2,420,020	2,424,860	79,236-
Total PHYSICAL ENVIRONMENT	2,408,384	2,504,096	2,420,020	2,424,860	79,236-
490-10-369900-000 MISCELLANEOUS REVENUES	150	0	85	0	0
Total MISCELLANEOUS REVENUES	150	0	85	0	0
490-10-389900-000 PRIOR YEAR SURPLUS/DEFICIT	0	1,854,556	1,842,590	1,473,265	381,291-
490-10-389935-000 RESERVE FOR EMPLOYEE BENEFITS	0	101,926	102,585	102,585	659
Total NON-OPERATING SOURCES	0	1,956,482	1,945,175	1,575,850	380,632-
Total STORMWATER UTILITY	2,408,534	4,460,578	4,365,280	4,000,710	459,868-
<u>RISK MANAGEMENT FUND</u>					
510-02-361105-000 INCOME ON INVEST-LIABILITY	233-	0	0	0	0
510-02-361106-000 INCOME ON INVEST-WKRS COMP	2,974	1,500	3,704	3,000	1,500
Total INTEREST AND OTHER EARNINGS	2,741	1,500	3,704	3,000	1,500
510-02-369900-000 MISCELLANEOUS REVENUES	41	30,000	0	0	30,000-

**REVENUE SUMMARY
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Account Number	2010-11 Actual	2011-12 Amended Budget	2011-12 Y/E Estimate	2012-13 Budget	Increase/ Decrease
510-02-369904-000 MISC. REVENUE-WORKERS' COMP.	174,411	250,000	78,793	50,000	200,000-
Total MISCELLANEOUS REVENUES	174,452	280,000	78,793	50,000	230,000-
510-02-389910-000 RESERVE FOR CLAIM PAYMENTS	0	593,530-	3,279,202-	650,813-	57,283-
510-02-389935-000 RESERVE FOR EMPLOYEE BENEFITS	0	68,935-	0	73,203-	4,268-
Total NON-OPERATING SOURCES	0	662,465-	3,279,202-	724,016-	61,551-
510-02-395100-000 LIABILITY CONTRIB.-GENERAL	732,311	1,297,427	1,313,388	1,914,697	617,270
510-02-395200-000 LIABILITY CONTRIBUTION-W & S	98,835	155,096	155,096	210,972	55,876
510-02-395300-000 LIABILITY CONTRIB.-C.R.A.	10,895	35,811	23,364	20,106	15,705-
510-02-395305-000 LIABILITY CONTRIBUTION-C.D.B.G.	6,419	14,266	19,500	18,810	4,544
510-02-395310-000 LIABILITY CONTRIBUTION-H.I.P.P.	1,651	3,240	3,240	5,545	2,305
510-02-395315-000 LIABILITY CONTRIBUTION-2005 DIS REC	0	5,604	0	0	5,604-
510-02-395325-000 LIABILITY CONTRIBUTION-1/2 CENT SUR	10,591	18,049	18,049	9,112	8,937-
510-02-395330-000 LIABILITY CONTRIBUTION-FLEET	20,343	36,025	36,025	50,384	14,359
510-02-395335-000 LIABILITY CONTRIBUTION-NSP	0	1,766	0	0	1,766-
510-02-395350-000 LIAB. CONTRIB.-STORMWATER MGT	13,046	24,737	24,737	34,595	9,858
510-02-395400-000 LIABILITY CONTR.-SOLID WASTE	45,319	82,989	82,989	0	82,989-
510-02-395500-000 WORKERS' COMP. CONTR.-GENERAL	728,580	764,525	777,995	1,006,288	241,763
510-02-395550-000 WORKERS' COMP. CONTR.-C.D.B.G.	6,347	8,407	11,080	9,886	1,479
510-02-395555-000 WORKERS' COMP. CONTR.-H.I.P.P.	1,632	1,909	1,909	2,914	1,005
510-02-395560-000 WORKERS' COMP. CONTR.-2005 DIS. RE	0	3,303	0	0	3,303-
510-02-395570-000 WORKERS' COMP. CONTR.-NSP	0	1,041	0	0	1,041-
510-02-395600-000 WORKERS' COMP. CONTR.-W & S	92,310	91,392	91,392	110,878	19,486
510-02-395650-000 WORKERS' COMP. CONTR.-CRA	11,041	21,102	13,767	10,567	10,535-
510-02-395800-000 WORKERS' COMP. CONTR.-FLEET	20,114	21,228	21,228	26,480	5,252
510-02-395900-000 WKRS' COMP CONTRIB-SANITATION	44,810	48,902	48,902	0	48,902-
510-02-395950-000 WORKERS' COMP-STORMWATER MGMT	12,900	14,576	14,576	18,182	3,606
510-02-395975-000 WORKERS' COMP-1/2 TRANS SURTAX	10,472	10,635	10,635	4,789	5,846-
Total INTERGOVERNMENTAL SERVICES	1,867,616	2,662,030	2,667,872	3,454,205	792,175
Total RISK MANAGEMENT	2,044,809	2,281,065	528,833-	2,783,189	502,124

**REVENUE SUMMARY
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<u>FLEET MANAGEMENT FUND</u>					
520-10-335410-000 GASOLINE TAX REFUND	37,634	38,500	36,608	36,500	2,000-
Total STATE SHARED REVENUES	37,634	38,500	36,608	36,500	2,000-
520-10-343940-000 SALES OF PRODUCTS/SERVICES	1,960	2,000	1,000	2,000	0
Total PHYSICAL ENVIRONMENT	1,960	2,000	1,000	2,000	0
520-10-364290-000 SALES OF CITY OWNED ASSETS	0	5,000	900	4,000	1,000-
Total DISPOSITION OF FIXED ASSETS	0	5,000	900	4,000	1,000-
520-10-369420-000 INSURANCE RECOVERY	15,728	5,000	21,311	15,000	10,000
Total MISCELLANEOUS REVENUES	15,728	5,000	21,311	15,000	10,000
520-10-389900-000 PRIOR YEAR SURPLUS/DEFICIT	0	18,503	169,870-	20,817	2,315
520-10-389935-000 RESERVE FOR EMPLOYEE BENEFITS	0	259,535	0	233,005-	492,540-
Total NON-OPERATING SOURCES	0	278,038	169,870-	212,188-	490,225-
520-10-391100-000 VEHICLE RENT-GENERAL FUND	1,380,888	1,494,612	1,494,084	2,060,214	565,602
520-10-391200-000 VEHICLE RENT-WATER & SEWER	350,712	378,780	378,780	499,908	121,128
520-10-391300-000 VEHICLE RENT-SOLID WASTE	538,020	581,064	581,064	0	581,064-
520-10-391500-000 VEHICLE RENT-RISK MANAGEMENT	2,772	3,000	3,000	3,960	960
520-10-391600-000 VEHICLE RENT-STORMWATER UTIL.	90,012	97,200	97,200	128,304	31,104
520-10-391700-000 VEHICLE RENT-C.D.B.G. FUND	3,000	3,240	3,240	4,272	1,032
520-10-391800-000 VEHICLE RENT-CRA FUND	11,052	11,940	11,940	5,742	6,198-
Total INTERGOVERNMENTAL SERVICES	2,376,456	2,569,836	2,569,308	2,702,400	132,564
Total FLEET MANAGEMENT	2,431,778	2,898,374	2,459,257	2,547,712	350,661-

**REVENUE SUMMARY
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REPLACEMENT BENEFIT PLAN FUND					
692-04-368101-001 EMPLOYER CONTRIBUTIONS CNM	0	0	0	36,252	36,252
Total REPLACEMENT BENEFIT PLAN	0	0	0	36,252	36,252
GRAND TOTAL	92,701,469	151,149,834	165,753,628	143,336,524	7,813,309-

**EXPENDITURE SUMMARY
FISCAL YEAR 2012-2013**

DEPARTMENT/DIVISION	FY11 ACTUAL EXPENSE	FY12		FY13	INCREASE / DECREASE	PERCENT CHANGE
		AMENDED BUDGET	ESTIMATED EXPENSE	ADOPTED BUDGET		
Budget Office	241,357	242,224	236,142	255,701	13,477	6%
Building Department	1,507,098	1,609,913	1,451,063	1,038,682	(571,231)	-35%
City Attorney	846,441	947,791	961,405	947,164	(627)	0%
City Clerk	667,951	513,813	459,859	691,852	178,039	35%
City Manager	1,203,810	1,236,447	1,203,910	1,437,152	200,705	16%
Code Compliance	814,926	747,036	803,225	838,642	91,606	12%
Community Planning & Development	1,532,342	799,633	469,467	865,512	65,879	8%
Finance	2,122,071	2,312,598	2,411,293	2,321,385	8,787	0%
Information Technology Department	1,314,987	1,507,147	1,483,158	1,421,074	(86,073)	-6%
Library	854,077	1,007,129	863,029	899,247	(107,882)	-11%
Mayor/Council	633,574	651,511	678,103	663,463	11,952	2%
Museum of Contemporary Art	650,811	730,383	735,589	848,531	118,148	16%
Non-Dept'l - Non-Dept'l Expenses	594,588	143,298	2,685,403	18,524,978	18,381,680	12828%
Parks & Recreation Department	5,491,164	5,940,226	5,556,493	6,490,929	550,703	9%
Personnel Administration Department	457,774	468,646	458,393	548,562	79,916	17%
Police Department	22,252,215	23,270,473	22,320,827	24,173,360	902,887	4%
Public Works Department	2,093,336	2,126,560	1,985,365	5,105,888	2,979,328	140%
Purchasing	278,852	351,508	323,257	361,889	10,381	3%
TOTAL - GENERAL FUND	43,557,374	44,606,336	45,085,981	67,434,011	22,827,675	51%

**EXPENDITURE SUMMARY
FISCAL YEAR 2012-2013**

DEPARTMENT/DIVISION	FY11 ACTUAL EXPENSE	FY12		FY13	INCREASE / DECREASE	PERCENT CHANGE
		AMENDED BUDGET	ESTIMATED EXPENSE	ADOPTED BUDGET		
<u>SPECIAL REVENUE FUNDS</u>						
2005 Disaster Recovery Grant Fund	1,748,040	3,750	57,575	-	(3,750)	-100%
Byrne Strike Team Grant	-	-	-	-	-	0%
C.D.B.G. Entitlement Fund	1,571,803	1,291,233	1,272,573	1,423,353	132,120	10%
Community Redevelopment Agency	2,095,812	4,073,359	3,027,501	838,986	(3,234,373)	-79%
Development Impact Fees	-	68,000	-	23,190	(44,810)	-66%
Federal Forfeiture Fund	28,058	230,645	-	315,865	85,220	37%
Half Cent Transportation Surtax Fund	3,590,827	4,046,786	3,970,927	2,125,894	(1,920,892)	-47%
Home Investment Partnership Program Fund	670,507	769,641	515,295	232,424	(537,217)	-70%
Justice Assistance Grant	89,153	217,893	134,471	128,271	(89,622)	-41%
Landfill Closure Fund	554,295	23,825,606	5,529,398	18,495,298	(5,330,308)	-22%
Law Enforcement Trust Fund	176,402	326,925	283,645	527,170	200,245	61%
Neighborhood Stabilization Program Fund	811,025	1,718,694	384,979	583,894	(1,134,800)	-66%
Police Training Fund	11,090	11,500	11,500	14,225	2,725	24%
State Housing Initiative Prgm (S.H.I.P.) Fund	25,549	41,211	21,201	30,744	(10,467)	-25%
TOTAL - SPECIAL REVENUE FUNDS	11,372,561	36,625,243	15,209,065	24,739,314	(11,885,929)	-32%
<u>DEBT SERVICE FUNDS</u>						
F.M.L.C. - Series 2002A - G.O. Debt Fund	433,511	432,094	432,725	-	(432,094)	-100%
Pension Obligation Bond Fund	1,649,079	1,731,363	1,731,363	1,788,375	57,012	3%
TOTAL - DEBT SERVICE FUNDS	2,082,590	2,163,457	2,164,088	1,788,375	(375,082)	-17%

**EXPENDITURE SUMMARY
FISCAL YEAR 2012-2013**

DEPARTMENT/DIVISION	FY11 ACTUAL EXPENSE	FY12		FY13	INCREASE / DECREASE	PERCENT CHANGE
		AMENDED BUDGET	ESTIMATED EXPENSE	ADOPTED BUDGET		
<u>CAPITAL PROJECT FUNDS</u>						
E. May Avil Library Fund	-	63,693	-	43,693	(20,000)	-31%
Pepper Park Youth Center Fund	855,883	4,591,846	4,591,846	-	(4,591,846)	-100%
Safe Neighborhood Parks Fund	160,628	-	-	-	-	0%
Transportation Gas Tax Fund	320,419	1,325,512	1,238,611	401,792	(923,720)	-70%
TOTAL - CAPITAL PROJECT FUNDS	1,336,930	5,981,051	5,830,457	445,485	(5,535,566)	-93%
<u>ENTERPRISE FUNDS</u>						
Water & Sewer Operations & Maint. Fund	25,591,557	40,766,135	28,558,030	38,572,866	(2,193,269)	-5%
Water Fire Flow Demand Fund	-	985,191	-	988,610	3,419	0%
Solid Waste Services Fund	5,709,912	10,382,405	6,464,201	-	(10,382,405)	-100%
Stormwater Utility Fund	2,173,570	4,460,578	2,789,430	4,000,710	(459,868)	-10%
TOTAL - ENTERPRISE FUNDS	33,475,039	56,594,309	37,811,661	43,562,186	(13,032,123)	-23%
<u>INTERNAL SERVICE FUNDS</u>						
Risk Management Fund	2,054,095	2,281,065	2,074,417	2,783,189	502,124	22%
Fleet Management Fund	2,683,612	2,898,374	2,438,440	2,547,712	(350,662)	-12%
TOTAL - INTERNAL SERVICE FUNDS	4,737,707	5,179,439	4,512,857	5,330,901	151,462	3%
<u>TRUST AND AGENCY FUND</u>						
Replacement Benefit Plan	34,245	-	-	36,252	36,252	0%
TOTAL - TRUST AND AGENCY FUNDS	34,245	-	-	36,252	36,252	0%
TOTAL - ALL FUNDS	96,596,446	151,149,835	110,614,109	143,336,524	(7,849,563)	-5%

BUDGET OFFICE



Budget Summary Form

Department: Office of Budget Administration
Dept / Div #: 11 / 416

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	222,987	216,770	210,522	221,097
Operating Expenses	2,746	5,655	5,821	10,170
Internal Services	6,399	9,535	9,535	13,608
Operating Budget	232,132	231,960	225,878	244,875
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	9,225	10,264	10,264	10,826
Total Budget	241,357	242,224	236,142	255,701

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Budget Manager	32	1
Budget Administrator	28	1
Budget Analyst	24	0

Total # of Full-Time Employees 2

2012-13 Operating Budget: 244,875
2011-12 Operating Budget: 231,960
Dollar Change: 12,915
Percentage Change: 5.57%

2012-13 Personnel - F.T.E's: 2.00
2011-12 Personnel - F.T.E's: 2.00
Personnel Change: 0.00

Budget Objectives Form

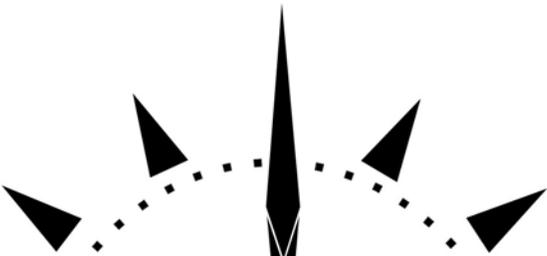
Department: Office of Budget Administration
Division: Budget Administration
Dept. #: 11
Division #: 416

Objective:

\$ 255,701 To prepare and monitor the City's annual revenue and expenditure budgets.

ACTIVITIES:

\$ 255,701 001 **Budget Administration:** Monitors expenditures and revenues to insure City funds are received as anticipated and expended in accordance with authorized appropriations. Reviews and prepares future year's budget for the presentation to, and consideration of the City Manager, City Council and City residents.



NORTH MIAMI
F L O R I D A

BUILDING & ZONING



Budget Summary Form

Department: Building & Zoning
Dept / Div #: 15 / 441

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	988,441	1,043,404	850,299	860,763
Operating Expenses	438,401	455,594	489,849	41,163
Internal Services	42,205	62,268	62,268	86,147
Operating Budget	1,469,047	1,561,266	1,402,416	988,073
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	38,052	48,647	48,647	50,609
Total Budget	1,507,099	1,609,913	1,451,063	1,038,682

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Building & Zoning Director	37	0
Building Official	32	1
Chief Plans Examiner	30	0
Building Inspector	29	0
Zoning Administrator	29	1
Minimum Housing Compliance Officer	23	3
Administrative Coordinator	22	0
Sr. Planning Technician	22	1
Permit Processing Coordinator	20	1
Permit Processor	18	2
Clerical Technician	16	0

Total # of Full-Time Employees 9

2012-13 Operating Budget: 988,073
2011-12 Operating Budget: 1,561,266
Dollar Change: (573,193)
Percentage Change: -36.71%

2012-13 Personnel - F.T.E's: 9.00
2011-12 Personnel - F.T.E's: 12.00
Personnel Change: -3.00

Budget Objectives Form

Department:	Building & Zoning
Division:	Building & Zoning Services
Dept #:	15
Division #:	441

Objective:

\$ 1,038,682 To maintain and enhance the City's built environment by ensuring that construction meets the requirements of the Florida Building Code, City Land Development Regulations, the City's Comprehensive Plan, Life Safety and Fire Code, Accessibility and any other applicable codes; and to assure that minimum housing standards are maintained to protect the health, safety and welfare of the citizens.

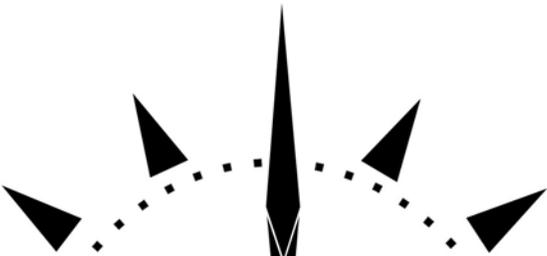
ACTIVITIES:

\$ 715,679 001 **Building & Zoning Services** - To provide to the public a full complement of building related services, from permit processing to plan review and permit issuance; all related building progress inspections in the disciplines of building, roofing, electrical, mechanical, structural and Community Rating System (CRS). In addition, the Department shall provide the public with all zoning-related assistance, from permit plan review to full site plan analysis and review; administrative and Board-approved variances and Special Exceptions. The Department staffs the City's Board of Adjustment and maintains and rewrites, as necessary, portions of the City Code as it relates to Land Use and Development.

\$ 292,729 002 **Minimum Housing** - The Department enforces the Minimum Housing, Re-Occupancy and BND (Building No Permit) issues to protect the health, safety and welfare of the public. The Department staffs the Special Magistrate process and brings cases of non-compliance to both the Magistrate and the Code Board.

\$ 7,738 003 **Building Costs** - Pay operational expenses for two buildings which house the Department's staff, specifically utilities, pest control and mats, and \$1 rent to the Water and Sewer Enterprise.

\$ 22,536 004 **Vehicle maintenance and replacement**



NORTH MIAMI
F L O R I D A

CITY ATTORNEY



Budget Summary Form

Department: Office of the City Attorney
Dept / Div #: 05 / 415

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	636,043	723,216	659,586	713,379
Operating Expenses	183,189	147,401	224,645	142,033
Internal Services	.	37,166	37,166	51,098
Operating Budget	819,232	907,783	921,397	906,510
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	27,209	40,008	40,008	40,654
Total Budget	846,441	947,791	961,405	947,164

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
City Attorney	47A	1
Deputy City Attorney	42	1
Assistant City Attorney	34	1
Paralegal	27	1
Secretary	20	1

Total # of Full-Time Employees 5

2012-13 Operating Budget:	906,510
2011-12 Operating Budget:	907,783
Dollar Change:	<u>(1,273)</u>
Percentage Change:	-0.14%
2012-13 Personnel - F.T.E's:	5.25
2011-12 Personnel - F.T.E's:	5.25
Personnel Change:	<u>0.00</u>

Budget Objectives Form

Department: Office of the City Attorney
Division: City Attorney
Dept. #: 05
Division #: 415

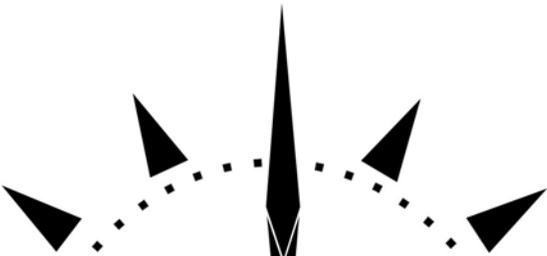
Objective:

\$ 947,164 To provide professional, impartial and ethical legal counsel to the City Council, City Boards, Commissions, City Manager and City Staff.

ACTIVITIES:

\$ 855,676 001 **City Attorney's Office:** Provides in-house legal counsel to the City Council, City Boards, City Manager and City Staff.

\$ 91,488 002 **Contractual Outside Counsel/Case Costs In-House and Outside Counsel:** Provides contractual legal services to advise the City Council and City Manager on legal matters in specialized areas; provides legal services to pursue the collection of City liens; and provides legal counsel to the Code Enforcement, Personnel and Nuisance Abatement Boards and to the Special Magistrate (non-lawyer).



NORTH MIAMI
F L O R I D A

CITY CLERK



Budget Summary Form

Department: City Clerk
Dept / Div #: 03 / 407

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	316,993	337,403	310,583	327,845
Operating Expenses	329,553	148,374	121,240	330,174
Internal Services	8,766	13,502	13,502	18,842
Operating Budget	655,312	499,279	445,325	676,861
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	12,639	14,534	14,534	14,991
Total Budget	667,951	513,813	459,859	691,852

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Deputy City Clerk	32	1
Administrative Specialist	18	2
Interpreter	16	1

Total # of Full-Time Employees 4

2012-13 Operating Budget: 676,861
2011-12 Operating Budget: 499,279
Dollar Change: 177,582
Percentage Change: 35.57%

2012-13 Personnel - F.T.E's: 4.96
2011-12 Personnel - F.T.E's: 4.96
Personnel Change: 0.00

Budget Objectives Form

Department: City Clerk
Division: City Clerk
Dept. #: 03
Division #: 407

Objective:

\$ 691,852 To efficiently and effectively carry out the diverse functions and mandated duties of the City Clerk's Office.

ACTIVITIES:

\$ 423,471 001 **City Clerk and Business Tax Receipts:** Issue all City business tax receipts and collect fees; deposit franchise fees, utility taxes and miscellaneous revenues received by the department; record all Council actions; maintain a computerized database of City Contracts and Agreements; codify and retain Ordinances and Resolutions; record and notify all Boards and Committees of new appointments, and the City Council of any Board vacancies; notify residents, Council and staff of the Financial Disclosure Law; issue Boat Ramp Permits; research information and furnish data to the public and governmental agencies; provide Notary service; and continue to be an intake facility for U.S. Passport applications.

\$ 62,381 002 **Interpreter Services:** Provide City Hall with daily, in-house Spanish and Creole speakers, in order to promote better understanding of City business issues, housing compliance and other City regulations. Additionally, these interpreters attend meetings of both the City Council and Community Planning and Development.

\$ 206,000 003 **Elections:** One Special Election if called by the City Council pursuant to the City Charter.

CITY MANAGER

City Manager

Governmental Affairs Manager

Public Relations



Budget Summary Form

Department: City Manager
Dept #: 02

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	828,852	837,046	806,890	947,194
Operating Expenses	315,995	317,869	315,488	386,566
Internal Services	24,148	39,265	39,265	57,581
Operating Budget	1,168,995	1,194,180	1,161,643	1,391,341
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	34,814	42,267	42,267	45,811
Total Budget	1,203,809	1,236,447	1,203,910	1,437,152

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions	
City Manager	47C	1	
Deputy City Manager	42	1	
Chief of Staff	35	0	Frozen
Governmental Affairs Manager	30	1	
Executive Assistant to City Manager	28	1	
Executive Secretary	27	1	
Public Information Manager	30	1	
Public Information Specialist	24	1	

Total # of Full-Time Employees 7

2012-13 Operating Budget: 1,391,341
2011-12 Operating Budget: 1,194,180
Dollar Change: 197,161
Percentage Change: 16.51%

2012-13 Personnel - F.T.E's: 7.00
2011-12 Personnel - F.T.E's: 6.00
Personnel Change: 1.00

Budget Summary Form

Department: City Manager
Division: City Manager
Dept / Division #: 02 / 405

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	611,700	627,484	604,600	674,471
Operating Expenses	40,723	36,609	48,938	53,081
Internal Services	17,873	30,060	30,060	44,624
Operating Budget	<u>670,296</u>	<u>694,153</u>	<u>683,598</u>	<u>772,176</u>
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	25,768	32,358	32,358	35,503
Total Budget	<u>696,064</u>	<u>726,511</u>	<u>715,956</u>	<u>807,679</u>

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
City Manager	47C	1
Deputy City Manager	42	1
Chief of Staff	35	0
Executive Assistant to City Manager	28	1
Executive Secretary	27	1

Total # of Full-Time Employees 4

2012-13 Operating Budget: 772,176
2011-12 Operating Budget: 694,153
Dollar Change: 78,023
Percentage Change: 11.24%

2012-13 Personnel - F.T.E's: 4.00
2011-12 Personnel - F.T.E's: 4.00
Personnel Change: 0.00

Budget Objectives Form

Department: City Manager
Division: City Manager
Dept. #: 02
Division #: 405

Objective:

\$ 807,679 To implement policies set forth by the City Council, carry out administrative responsibilities, and ensure the proper performance of the day-to-day operations in accordance with Article 1, Section 2 of the City Charter.

ACTIVITIES:

\$ 807,679 001 **City Manager's Office:** Provides leadership to the City administration, implements the policies and directives of the City Council, manages and supervises the City staff and projects, and responds to residents' needs for information and services. Administers the City Self-Insured Liability and Workers' Compensation Programs.

Budget Summary Form

Department: City Manager
Dept #: 02

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Preliminary Budget FY13
Personal Services	828,852	837,046	806,890	947,194
Operating Expenses	315,995	317,869	315,488	386,566
Internal Services	24,148	39,265	39,265	57,581
Operating Budget	1,168,995	1,194,180	1,161,643	1,391,341
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	34,814	42,267	42,267	45,811
Total Budget	1,203,809	1,236,447	1,203,910	1,437,152

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
City Manager	47C	1
Deputy City Manager	42	1
Chief of Staff	35	0
Governmental Affairs Manager	30	1
Executive Assistant to City Manager	28	1
Executive Secretary	27	1
Public Information Manager	25	1
Public Information Specialist	22	1

Total # of Full-Time Employees 7

2012-13 Operating Budget: 1,391,341
2011-12 Operating Budget: 1,194,180
Dollar Change: 197,161
Percentage Change: 16.51%

2012-13 Personnel - F.T.E's: 7.00
2011-12 Personnel - F.T.E's: 6.00
Personnel Change: 1.00

Budget Summary Form

Department: City Manager
Division: City Manager
Dept / Division #: 02 / 405

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Preliminary Budget FY13
Personal Services	611,700	627,484	604,600	674,471
Operating Expenses	40,723	36,609	48,938	53,081
Internal Services	17,873	30,060	30,060	44,624
Operating Budget	<u>670,296</u>	<u>694,153</u>	<u>683,598</u>	<u>772,176</u>
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	25,768	32,358	32,358	35,503
Total Budget	<u>696,064</u>	<u>726,511</u>	<u>715,956</u>	<u>807,679</u>

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
City Manager	47C	1
Deputy City Manager	42	1
Chief of Staff	35	0
Executive Assistant to City Manager	28	1
Executive Secretary	27	1

Total # of Full-Time Employees 4

2012-13 Operating Budget: 772,176
2011-12 Operating Budget: 694,153
Dollar Change: 78,023
Percentage Change: 11.24%

2012-13 Personnel - F.T.E's: 4.00
2011-12 Personnel - F.T.E's: 4.00
Personnel Change: 0.00

Budget Objectives Form

Department: City Manager
Division: City Manager
Dept. #: 02
Division #: 405

Objective:

\$ 807,679 To implement policies set forth by the City Council, carry out administrative responsibilities, and ensure the proper performance of the day-to-day operations in accordance with Article 1, Section 2 of the City Charter.

ACTIVITIES:

\$ 807,679 001 **City Manager's Office:** Provides leadership to the City administration, implements the policies and directives of the City Council, manages and supervises the City staff and projects, and responds to residents' needs for information and services. Administers the City Self-Insured Liability and Workers' Compensation Programs.

Budget Summary Form

Department: City Manager
Division: Governmental Affairs Manager
Dept / Division #: 02 / 418

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	112,221	115,793	112,732	117,571
Operating Expenses	113,835	154,245	132,525	195,845
Internal Services	<u>2,768</u>	<u>5,167</u>	<u>5,167</u>	<u>7,273</u>
Operating Budget	228,824	275,205	250,424	320,689
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	<u>3,990</u>	<u>5,562</u>	<u>5,562</u>	<u>5,786</u>
Total Budget	<u>232,814</u>	<u>280,767</u>	<u>255,986</u>	<u>326,475</u>

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Governmental Affairs Manager	30	1

Total # of Full-Time Employees 1

2012-13 Operating Budget: 320,689
2011-12 Operating Budget: 275,205
Dollar Change: 45,484
Percentage Change: 16.53%

2012-13 Personnel - F.T.E's: 1.00
2011-12 Personnel - F.T.E's: 1.00
Personnel Change: 0.00

Budget Objectives Form

Department: City Manager
Division: Governmental Affairs Manager
Dept. #: 02
Division #: 418

Objective:

\$ 326,475 **Governmental Affairs Manager:** coordinates legislative programs and provides comprehensive grants administration and management for the City; facilitates and promotes proactive relations and serves as external contact to local, state and federal agencies; provides external affairs and protocol support; assists with the interpretation and analysis of legislation to appropriate staff; prepares the legislative agenda; identifies and develops intergovernmental resources, coordinates the preparation of grant applications and monitors the implementation of grant funded programs; coordinates projects as assigned by the City Manager.

ACTIVITIES:

\$ 292,000 001 **Governmental Affairs:** Provides funds for the salary and operating expenses for the Governmental Affairs Manager. Provides funds for the Sister Cities Membership and lobbyist professionals to lobby on behalf of the City, seek funding resources and promote the Council's legislative agenda at the federal and state legislative levels.

\$ 4,230 002 **Keep North Miami Beautiful program** - Provides ongoing clean-up efforts and events throughout the year as a Keep America Beautiful affiliate. The program has a long history with our residents, funding clean-up and conservation efforts and education within our community for over nine years.

\$ 20,245 003 Expenses related to the City's ADA parking fines program to improve accessibility and equal opportunity and to conduct public awareness programs in the municipality concerning persons who have disabilities.

\$ 10,000 004 Sister City Program

Budget Summary Form

Department: City Manager
Division: Public Relations
Dept / Division #: 02 / 406

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	104,931	93,769	89,558	155,152
Operating Expenses	161,437	127,015	134,025	137,640
Internal Services	3,507	4,038	4,038	5,684
Operating Budget	269,875	224,822	227,621	298,476
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	5,056	4,347	4,347	4,522
Total Budget	274,931	229,169	231,968	302,998

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Public Information Manager	30	1
Public Information Specialist	24	1

Total # of Full-Time Employees 2

2012-13 Operating Budget: 298,476
2011-12 Operating Budget: 224,822
Dollar Change: 73,654
Percentage Change: 32.76%

2012-13 Personnel - F.T.E's: 2.00
2011-12 Personnel - F.T.E's: 1.00
Personnel Change: 1.00

Budget Objectives Form

Department: City Manager
Division: Public Relations
Dept. #: 02
Division #: 406

Objective:

\$ 302,998 To provide public relations services for the City of North Miami by working with local media, community/business groups and cable channel 77 (Progress TV-77). Such work includes the coordination of special event promotions and community outreach efforts.

ACTIVITIES:

\$ 302,998 001 **Public Relations/Information:** Allows for the dissemination of information to the public and media organizations via press releases, fact sheets or other information tools. Provides for the coordination of special events promotions and outreach efforts to various facets of the community.



NORTH MIAMI
F L O R I D A

CODE COMPLIANCE



Budget Summary Form

Department: Code Compliance
Dept / Div#: 16 / 440

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	709,001	622,531	570,320	676,342
Operating Expenses	30,978	26,259	34,659	34,688
Internal Services	50,249	67,582	67,582	95,830
Operating Budget	790,228	716,372	672,561	806,860
Capital Outlay	0	0	100,000	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	24,696	30,664	30,664	31,782
Total Budget	814,924	747,036	803,225	838,642

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Code Compliance Manager	30	1
Code Compliance Officer	23	7
Administrative Specialist	18	1

Total # of Full-Time Employees 9

2012-13 Operating Budget: 806,860
2011-12 Operating Budget: 716,372
Dollar Change: 90,488
Percentage Change: 12.63%

2012-13 Personnel - F.T.E's: 9.00
2011-12 Personnel - F.T.E's: 9.00
Personnel Change: 0.00

Budget Objectives Form

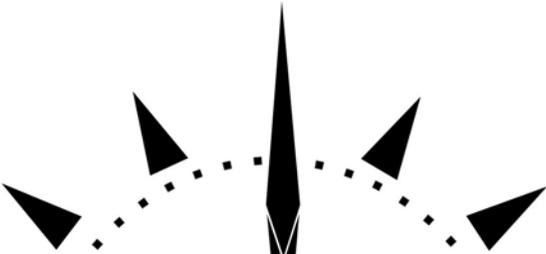
Department:	Code Compliance
Division:	Code Compliance
Dept. #:	16
Division #:	440

Objective:

\$ 838,642 To ensure that consistent, thorough and citizen-responsive code enforcement services are provided to the North Miami residential and business communities.

ACTIVITIES:

- | | | |
|------------|-----|--|
| \$ 773,758 | 001 | <p>Code Compliance: Enforce residential and commercial code regulations; undertake education and outreach initiatives to promote an enhanced quality of life for the residents and to promote a more aesthetically pleasing environment in the City's business districts; and provide staff support to the Special Magistrate and Code Enforcement Board.</p> |
| \$ 9,000 | 002 | <p>Special Magistrate: Code Compliance & Minimum Housing Cases.</p> |
| \$ 55,884 | 003 | <p>Vehicles: Maintenance and replacement.</p> |



NORTH MIAMI
F L O R I D A

COMMUNITY PLANNING & DEVELOPMENT



Budget Summary Form

Department: Community Planning & Development
Dept / Div #: 09 / 439

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	280,269	318,483	293,541	395,468
Operating Expenses	55,902	98,628	133,467	77,639
Internal Services	5,679	13,031	13,030	20,718
Operating Budget	341,850	430,142	440,038	493,825
Capital Outlay	1,170,610	357,763	14,446	353,554
Debt Service	0	0	0	0
Grants & Aids	11,694	0	3,255	0
Reserves & Other	8,188	11,728	11,728	18,133
Total Budget	1,532,342	799,633	469,467	865,512

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
CP&D Director	37	1
City Planner	32	1
Economic Development Manager	30	1
CP&D Technician	20	1

Total # of Full-Time Employees 4

2012-13 Operating Budget: 493,825
2011-12 Operating Budget: 430,142
Dollar Change: 63,683
Percentage Change: 14.81%

2012-13 Personnel - F.T.E's: 4.00
2011-12 Personnel - F.T.E's: 4.00
Personnel Change: 0.00

Budget Objectives Form

Department:	Community Planning & Development
Division:	Community Planning & Development
Dept. #:	09
Division #:	439

Objective:

\$ 511,958 To oversee and manage the Community Planning and Development Department comprised of Planning, Economic Development, Transportation Planning, and oversight of the transportation funds, including the 1/2-Cent Transportation Surtax and the Transportation Gas Tax funds; and the City's grant-funded Housing Rehabilitation Programs. Housing programs include grants from the Community Development Block Grant (CDBG), the HOME Investment Partnership Program (HOME) and the State Housing Improvement Program (SHIP).

ACTIVITIES:

\$ 187,136 001 **Administration:** Oversee and manage the department which consists of Planning, Economic and Business Development, Transportation Planning, and the CDBG/HOME Investment Partnership and SHIP Program personnel and activities; and to provide clerical support to the department.

\$ 215,523 002 **Planning Services:** Provide professional support to the Planning Commission and City Council; update, as needed, and monitor compliance with the Comprehensive Plan; prepare short- and long-range neighborhood plans; and work with neighborhood groups on special projects to develop and pursue multimodal strategies to support the City's transportation initiatives.

\$ 62,964 003 **Economic and Business Development Services:** Provide staff support to the Business Development Board, as well as to City Council and other City departments as requested; assist business groups as needed; maintain a demographic profile for the City; and work on specific economic development projects as directed. Business Development Board Programs - Undertake initiatives to promote economic and business development in the City. Funded 50% by the North Miami CRA.

\$ 3,275 004 **Green Initiative:** To provide funds for memberships into various "Green" organizations to promote the Mayor's mandate and the City's Comprehensive Plan policies for green buildings. To provide funds to promote green and sustainable projects, programs, training, and initiatives.

\$ 43,060 005 **Hardest Hit Program**

FY13 Supplemental/CIP Request

Project Description:	Arch Creek Bike Path		
Department:	Community Planning & Development	Project #	G09Y06016
Division:	Planning	Totals	\$353,554
Account Number:	001-09-439000-515-618-000	Request Type	New Request
Project Location:	NE 135 St., East of Biscayne Blvd	Priority Level	Quality of Life

Objective:

To provide funding for the proposed bike path until reimbursement from Florida Department of Transportation (FDOT) as requested per the Local Agency Participation (LAP) Agreement.

Justification:

In June 2005, the City Council approved a resolution authorizing the City Manager to enter into agreement with FDOT District VI to negotiate and execute a LAP agreement for a \$488,000 grant (\$65,000 design and \$423,000 construction) to create a bike path along NE 135 Street east of Biscayne Boulevard to the path south of Bay Vista Boulevard at the FIU campus. The City has completed the design and constructed the first phase of the bike path. The remaining phase includes the installation of two environmentally engineered "green bridges" that will be configured to meet the State and County guidelines for shared use bike paths. **Rebudgeted from FY12**

Project Estimates:

Object Code	Description	Prior Years	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	Total Estimate
618	Construction of Bike Path	134,446	353,554					488,000
								-
								-
								-
								-
								-
								-
								-
Total		134,446	353,554	-	-	-	-	488,000

Funding Source	Fund #	%	Prior Years	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	Total Estimate
Grants	001	100%	134,446	353,554	-	-	-	-	488,000
		0%							-
		0%							-
		0%							-
Total		100%	134,446	353,554	-	-	-	-	488,000

Budget Office Use Only

<input type="checkbox"/>	Funded
<input type="checkbox"/>	Not Funded
<input type="checkbox"/>	Partially Funded
<input type="checkbox"/>	Pending

FY13 Operating Cost:	\$ -
FY13 Capital Cost:	\$ 353,554
Future Years' Estimated Annual Cost:	\$ -

FINANCE

Administration

Accounting

Utility Billing

Liens & Collection Processing



Budget Summary Form

Department: Finance
Dept #: 04

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	1,578,749	1,653,895	1,679,285	1,606,268
Operating Expenses	440,472	502,635	575,940	536,075
Internal Services	43,480	75,628	75,628	101,773
Operating Budget	<u>2,062,701</u>	<u>2,232,158</u>	<u>2,330,853</u>	<u>2,244,116</u>
Capital Outlay	1,366	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	58,001	80,440	80,440	77,269
Total Budget	<u><u>2,122,068</u></u>	<u><u>2,312,598</u></u>	<u><u>2,411,293</u></u>	<u><u>2,321,385</u></u>

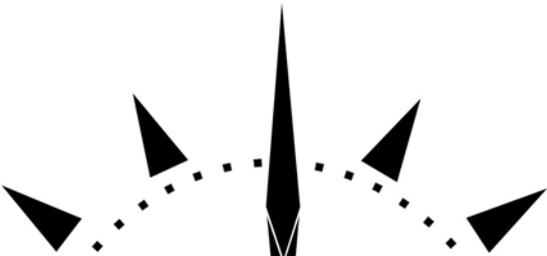
PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Finance Director	37	1
Assistant Finance Director	32	1
Chief Accountant	28	1
Utility Business Supervisor	28	1
Pension Plan Administrator	26	1
Accountant	24	1
Utility Business Coordinator	23	1
Utility Business Field Coordinator	22	1
Junior Accountant	21	1
Payroll Coordinator	21	1
Secretary	20	1
Account Clerk	18	12

Total # of Full-Time Employees 23

2012-13 Operating Budget: 2,244,116
2011-12 Operating Budget: 2,232,158
Dollar Change: 11,958
Percentage Change: 0.54%

2012-13 Personnel - F.T.E's: 23.00
2011-12 Personnel - F.T.E's: 23.00
Personnel Change: 0.00



NORTH MIAMI
F L O R I D A

Budget Summary Form

Department: Finance
Division: Accounting
Dept / Division#: 04 / 410

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	550,835	573,216	610,947	561,368
Operating Expenses	26,771	29,516	27,221	30,611
Internal Services	14,772	25,277	25,277	34,363
Operating Budget	592,378	628,009	663,445	626,342
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	21,298	26,280	26,280	27,340
Total Budget	613,676	654,289	689,725	653,682

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Chief Accountant	30	1
Pension Plan Administrator	26	1
Accountant	24	1
Junior Accountant	21	1
Payroll Coordinator	21	1
Account Clerk	18	4

Total # of Full-Time Employees 9

2012-13 Operating Budget: 626,342
2011-12 Operating Budget: 628,009
Dollar Change: (1,667)
Percentage Change: -0.27%

2012-13 Personnel - F.T.E's: 9.00
2011-12 Personnel - F.T.E's: 9.00
Personnel Change: 0.00

Budget Objectives Form

Department:	Finance
Division:	Accounting
Dept. #:	04
Division#:	410

Objective:

\$ 653,682 To properly and timely handle and record all financial transactions including the preparation of monthly financial reports, investments of City funds, reconciliation of all funds and bank accounts, submission of reports to required agencies and processing payments to employees and vendors on a timely basis.

ACTIVITIES:

\$ 401,891 001 **Accounting:** Prepare financial statements and provide control of funds and payments for the City; insure the maximum return on investments. Process accounts payable disbursements and payments on bond indebtedness in a timely manner to maintain City's excellent credit rating. Handle accounting for requisition, disposal, recording, and reporting of fixed assets.

\$ 162,471 002 **Central Cashier:** Provide a centralized location for residents and City departments to conduct cash transactions to insure internal fund control and financial transaction processing. Update individual utility accounts for payments received.

\$ 89,320 003 **Payroll:** Prepare weekly payroll for approximately 439 employees including input, calculation and distribution; processing of payroll direct deposits and transmission of data to financial institutions and associated registers; preparation of payroll deposits and deductions for electronic fund transfers to financial institutions; deductions for IRS tax levies to respective county and federal agencies; processing of requests to the Federal Reserve for employee savings bond purchases and providing outside agencies with payroll data for home loan verifications.

\$ - 004 **Pension:** Handle all pension related duties, including general accounting system maintenance and retirement and entitlement information to active employees. This position and all related expenses are reimbursed in full by the City's pension funds.

Budget Summary Form

Department: Finance
Division: Administration
Dept / Division #: 04 / 409

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	406,623	377,886	499,846	367,539
Operating Expenses	104,738	130,508	236,278	119,860
Internal Services	9,030	15,845	15,845	23,085
Operating Budget	520,391	524,239	751,969	510,484
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	13,019	18,328	18,328	18,367
Total Budget	533,410	542,567	770,297	528,851

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Finance Director	37	1
Assistant Finance Director	32	1
Secretary	20	1

Total # of Full-Time Employees 3

2012-13 Operating Budget: 510,484
2011-12 Operating Budget: 524,239
Dollar Change: (13,755)
Percentage Change: -2.62%

2012-13 Personnel - F.T.E's: 3.00
2011-12 Personnel - F.T.E's: 3.00
Personnel Change: 0.00

Budget Objectives Form

Department: Finance
Division: Administration
Dept. #: 04
Division #: 409

Objective:

\$ 528,851 To manage the Finance Department's three operating divisions (Accounting, Utility Billing, and Liens) and to conduct an independent audit of the 2010-11 fiscal year as required by State law and City Charter.

ACTIVITIES:

\$ 433,851 001 **Finance Administration:** Ensures the efficient financial operations of the City; provides management and secretarial support to the Finance divisions; bills and collects miscellaneous services for operating departments; coordinates the external audit; provides grant financial administration. The Finance Department was created and is dictated by the City Charter. It was established to ensure a clear division of duties and necessary internal control over the City's cash and investments, revenues, expenditures, purchasing, fixed assets, utility billing, accounts receivable, accounts payable, accounting, payroll, and administration of two City pension plans.

\$ 95,000 002 **Annual Independent Audit:** Independent audit firm conducts an audit of the FY2011-12 financial records as required by Florida Statute (Section 11.45) and City Charter (Article 11, Section 9(14)). Includes both the Federal and Single Audits.

Budget Summary Form

Department: Finance
Division: Liens and Collection Processing
Dept / Division #: 04 / 414

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	65,351	69,990	65,746	69,380
Operating Expenses	-5,747	3,532	272	8,532
Internal Services	1,562	2,917	2,917	4,106
Operating Budget	61,166	76,439	68,935	82,018
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	2,253	3,374	3,374	3,267
Total Budget	63,419	79,813	72,309	85,285

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Account Clerk	18	1

Total # of Full-Time Employees **1**

2012-13 Operating Budget: 85,285
2011-12 Operating Budget: 76,439
Dollar Change: 8,846
Percentage Change: 11.57%

2012-13 Personnel - F.T.E's: 1.00
2011-12 Personnel - F.T.E's: 1.00
Personnel Change: 0.00

Budget Objectives Form

Department: Finance
Division: Liens and Collection Processing
Dept. #: 04
Division #: 414

Objective:

\$ 85,285 To ensure collection of the City's past due/liened receivables which included charges for utility services, miscellaneous services and code enforcement violations.

ACTIVITIES:

\$ 85,285 001 **Liens and Collection Processing:** Provide accurate and efficient lien search data to title companies and attorneys. Record and release all certified liens placed by the City against properties serviced. Post and file all legal Miami-Dade County recording information. Compute and post interest receivable on recorded liens through collection date. Collection of funds on recorded and past due liens. Correlate and process forms with outside collection services to recover revenues and costs.

To assist in the collection of water and invoice liens that have remained on file for an extended amount of time. To implement a biannual property owner notification of existing liens.

Budget Summary Form

Department: Finance
Division: Utility Services
Dept / Division #: 04 / 412

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	555,940	632,803	502,746	607,981
Operating Expenses	314,710	339,079	312,169	377,072
Internal Services	18,116	31,589	31,589	40,219
Operating Budget	888,766	1,003,471	846,504	1,025,272
Capital Outlay	1,366	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	21,431	32,458	32,458	28,295
Total Budget	911,563	1,035,929	878,962	1,053,567

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Utility Business Supervisor	28	1
Utility Business Coordinator	23	1
Utility Business Field Coordinator	22	1
Account Clerk	18	7

Total # of Full-Time Employees 10

2012-13 Operating Budget: 1,025,272
2011-12 Operating Budget: 1,035,929
Dollar Change: (10,657)
Percentage Change: -1.03%

2012-13 Personnel - F.T.E's: 10.00
2011-12 Personnel - F.T.E's: 10.00
Personnel Change: 0.00

Budget Objectives Form

Department:	Finance
Division:	Utility Services
Division #:	412
Objective No.:	04

Objective:

\$ 1,053,567 To accurately and efficiently provide meter reading, customer service, and billing for the City's approximately 20,000 water, sewer, sanitation, recycling, grease trap, backflow and stormwater utility customers.

ACTIVITIES:

\$ 658,454 001 **Customer Service (Office):** Prepare monthly/quarterly customer utility bills and process new service applications. Resolve customer complaints, coordinate field activities, prepare internal annual reports, and collect delinquent accounts.

\$ 390,457 002 **Field Operations:** Provide quarterly/monthly water meter reads for approximately 20,000 accounts. Provide support documents and field surveillance of existing meter area conditions. Provide water meter turn on/off service for initial/conclusion of accounts as required by customer; investigate leaks; handle customer consumption inquiries and minor meter repairs; provide collection assistance for delinquent accounts and field assistance to Public Works.

\$ 4,656 003 **Vehicles:** Maintenance on one Utility Billing Vehicle @ \$294: per month

INFORMATION TECHNOLOGY

Administration

Network & Programming



Budget Summary Form

Department: Information Technology
Dept. # 07

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	830,131	834,892	803,134	908,218
Operating Expenses	405,815	483,631	491,400	343,567
Internal Services	26,237	39,466	39,466	55,618
Operating Budget	1,262,183	1,357,989	1,334,000	1,307,403
Capital Outlay	18,783	110,875	110,875	72,419
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	34,021	38,283	38,283	41,252
Total Budget	1,314,987	1,507,147	1,483,158	1,421,074

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Information Technology Director	37	1
Ass't Information Technology Director	32	0
Database Administrator	28	1
Network Administrator	27	1
Network Specialist	24	3
Webmaster	24	1
Information Processing Coordinator	22	1
Graphics Designer	21	1
Records Management Supervisor	20	1
Word Processing Specialist	19	0
Switchboard Operator	16	1
Clerical Technician	16	0

Total # of Full-Time Employees 11

2012-13 Operating Budget:	1,307,403
2011-12 Operating Budget:	1,357,989
Dollar Change:	(50,586)
Percentage Change:	-3.73%

2012-13 Personnel - F.T.E's:	11.00
2011-12 Personnel - F.T.E's:	10.00
Personnel Change:	1.00

Budget Summary Form

Department: Information Technology
Division: Administration
Dept / Division #: 07 / 420

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	454,273	470,542	474,063	469,974
Operating Expenses	130,458	122,314	149,956	125,980
Internal Services	14,852	20,147	20,147	28,677
Operating Budget	599,583	613,003	644,166	624,631
Capital Outlay	0	0	0	23,219
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	21,413	20,561	20,561	22,815
Total Budget	620,996	633,564	664,727	670,665

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Information Technology Director	37	1
Ass't Information Technology Director	32	0
Webmaster	24	1
Information Processing Coordinator	22	1
Graphics Designer	21	1
Records Management Supervisor	20	1
Word Processing Specialist	19	0
Switchboard Operator	16	1
Clerical Technician	16	0
Total # of Full-Time Employees		6

2012-13 Operating Budget: 624,631
2011-12 Operating Budget: 613,003
Dollar Change: 11,628
Percentage Change: 1.90%

2012-13 Personnel - F.T.E's: 6.00
2011-12 Personnel - F.T.E's: 6.00
Personnel Change: 0.00

Budget Objectives Form

Information Technology

Division:

Administration

Dept. #:

07

Division #:

420

Objective:

\$ 647,446

To provide quality service and guidance using the latest technology, and to respond efficiently to the growing needs of our community. To manage departments with technical support in the following areas: PC network operation; webpage maintenance; mainframe computer operation; graphics services; centralized word processing; records management services; channel 77 updates; and switchboard and mailroom operations.

ACTIVITIES:

\$ 270,490

001

Administration: Manage and administer department. Purchase toner, ink cartridges, paper and ribbons for various City Hall printers. Add and delete mainframe users and provide "fast" printing for user departments. Provide minutes for Council and Board meetings as required. Provide typing support to all departments as requested and total typing support to the Administrative Services Department. Provide typing of confidential Internal Affairs investigations and statements in ongoing investigations for our Police Department. Provide instruction in computer equipment and word processing software usage upon request to City employees. Provide backup services for switchboard. Provide maintenance for recording system of City Hall meetings.

\$ 219,408

002

Records/Switchboard/Mailroom/Copier: Provide identification, indexing, storage and retrieval of inactive records for all departments to meet requirements of Florida Statutes 119. Provide liaison with State Department, Bureau of Archives and Records Management. Provide document imaging services of current records such as: Council meeting minutes and agendas, resolutions and ordinances. To provide an information center for residents. Oversee the switchboard and mailroom, maintain the postage meter and order supplies for City Hall copier. Answer and direct calls or questions to correct department as quickly and efficiently as possible and provide a convenient and centralized location for the processing of incoming/outgoing mail. Maintain a central area and supplies in City Hall for copying large projects.

Budget Objectives Form

Information Technology

Division:

Administration

Dept. #:

07

Division #:

420

\$ 71,008 003

Graphics Support: The Graphics Designer is dedicated to visually communicate the City of North Miami's vision and message across all platforms in the most powerful way possible and emphasize ongoing impact of conceptual development, strategic thinking and mastery of technique in expressing artistic ideologies consistent with successful in-house printing, pre-press and print production output, ensuring all projects will be completed on time, within budget and to popular acclaim.

\$ 86,540 004

Web/PTV Webmaster: The Webmaster is responsible for programming and maintaining Progress TV77 and the City's website. The in-house position allows for immediate PTV77 updates and information to the residents of North Miami. They also record and broadcast City Council and other public meetings.

FY13 Supplemental/CIP Request

Project Description:	Council Chambers Audio System Improvements		
Department:	Information Technology	Project #	
Division:	Administration	Totals	\$23,219
Account Number:	001-07-420000-519-605-000	Request Type	Replacement
Project Location:	Council Chambers	Priority Level	Critical Repairs

Objective:

To replace audio system in council chambers with proper commercial audio equipment

Justification:

Due to faulty audio equipment several council meetings and/or other meetings have had significant disruptions.

Project Estimates:

Object Code	Description	Prior Years	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	Total Estimate
605	Audio Equipment		23,219					23,219
								-
								-
								-
								-
								-
								-
								-
Total		-	23,219	-	-	-	-	23,219

Funding Source	Fund #	% Funding	Prior Years	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	Total Estimate
Gen Fund	001	100%		23,219					23,219
									-
									-
									-
Total		100%	-	23,219	-	-	-	-	23,219

Budget Office Use Only

<input type="checkbox"/>	Funded
<input type="checkbox"/>	Not Funded
<input type="checkbox"/>	Partially Funded
<input type="checkbox"/>	Pending

FY13 Operating Cost:	\$ -
FY13 Capital Cost:	\$ 23,219
Future Years' Estimated Annual Cost:	\$ -

Budget Summary Form

Department: Information Technology
Division: Network and Programming
Dept / Division #: 07 / 421

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	375,858	364,350	329,071	438,244
Operating Expenses	275,357	361,317	341,444	217,587
Internal Services	11,385	19,319	19,319	26,941
Operating Budget	662,600	744,986	689,834	682,772
Capital Outlay	18,783	110,875	110,875	49,200
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	12,608	17,722	17,722	18,437
Total Budget	693,991	873,583	818,431	750,409

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Database Administrator	28	1
Network Administrator	27	1
Network Specialist	24	3

Total # of Full-Time Employees **5**

2012-13 Operating Budget:	682,772
2011-12 Operating Budget:	744,986
Dollar Change:	(62,214)
Percentage Change:	-8.35%
2012-13 Personnel - F.T.E's:	5.00
2011-12 Personnel - F.T.E's:	4.00
Personnel Change:	1.00

Budget Objectives Form

Department:	Information Technology
Division:	Network and Programming
Dept. #:	07
Division #:	421

Objective:

\$ 720,409 To facilitate communication and support of existing and emerging information technologies and continued operation of the network system. To provide Internet access support, network support for laptops, webpage maintenance and monitor the wireless networks and telecommunications. Provide computer applications to user departments and necessary changes. Provide City with geographic information as requested.

ACTIVITIES:

\$ 405,534 001 **PC Networks Operation:** Facilitate communication using research, implementation and support of existing and emerging information technologies. Provide continued operation of the 2000/XP network, which has approximately 145 users in City Hall as well as 193 off site users at the Police Station, MoCA, Parks Operations Center, Library, Public Works Operations Center, Water Plant, Motor Pool and all peripherals. Provide continued support of Internet access at the Library, Griffing Adult Center, and Sunkist Grove Community Centers. Provide support to the police laptop network, which consists of 98 laptops and also the 16 computers for the Code Enforcement Officers and Inspectors. Monitor the wireless networks and telecommunications.

\$ 311,107 002 **Programming and GIS Specialist:** Provide the following computer applications to user departments: Payroll, Financial Management, Utility Billing, Fixed Assets, Liens, Applicant Tracking, Budget, Records Management, Code Enforcement, Building Permits and Inspections, Occupational Licenses, Boards and Commissions Tracking, Contracts Management, Public Works Work Order/Complaints, Sanitation, Police CAD (Communication and Dispatch) and Customer/Constituent Complaint Services. Provide programming changes, as needed. To be able to analyze, organize and manipulate data that can provide information services to our government, community, as well as our employees. To provide the City with a method of managing, analyzing and displaying geographic information on easily understood, computer-generated maps. This information will help analyze emerging crime reduction strategies and also help track code enforcement violations and issuance of building permits.

\$ 3,768 003 **Vehicles:** Maintenance costs and vehicle replacement costs for vehicle.

FY13 Supplemental/CIP Request

Project Description:	Microsoft Office Licenses		
Department:	Information Technology	Project #	
Division:	Information Technology	Totals	\$30,000
Account Number:	001-07-421000-519-313-000	Request Type	New Request
Project Location:	Citywide	Priority Level	Regulatory Requirement

Objective:

To purchase additional licenses for Microsoft Office for the additional workstations

Justification:

With the addition of new workstations, licenses are needed to be in compliance with copyright and licencing laws.

Project Estimates:

Object Code	Description	Prior Years	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	Total Estimate
313	Microsoft Licenses		30,000					30,000
								-
								-
								-
								-
								-
								-
								-
Total		-	30,000	-	-	-	-	30,000

Funding Source	Fund #	% Funding	Prior Years	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	Total Estimate
Gen Fund	001	100%		30,000					30,000
									-
									-
									-
Total		100%	-	30,000	-	-	-	-	30,000

Budget Office Use Only

<input type="checkbox"/>	Funded
<input type="checkbox"/>	Not Funded
<input type="checkbox"/>	Partially Funded
<input type="checkbox"/>	Pending

FY13 Operating Cost:	\$ 30,000
FY13 Capital Cost:	\$ -
Future Years' Estimated Annual Cost:	\$ -

LIBRARY

Library

Library – State Aid



Budget Summary Form

Department: Library
 Dept #: 17

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	542,585	597,959	475,647	603,340
Operating Expenses	254,188	253,702	234,825	227,907
Internal Services	22,213	30,684	30,684	39,859
Operating Budget	<u>818,986</u>	<u>882,345</u>	<u>741,156</u>	<u>871,106</u>
Capital Outlay	8,830	95,409	92,498	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	26,261	29,375	29,375	28,141
Total Budget	<u><u>854,077</u></u>	<u><u>1,007,129</u></u>	<u><u>863,029</u></u>	<u><u>899,247</u></u>

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Library Manager	30	1
Network Specialist	24	1
Librarian	23	2
Secretary	20	0
Trades Mechanic	20	1
Library Aide II	18	1
Library Aide I	15	2

Total # of Full-Time Employees 8

2012-13 Operating Budget: 871,106
2011-12 Operating Budget: 882,345
Dollar Change: (11,239)
Percentage Change: -1.27%

2012-13 Personnel - F.T.E's: 11.10
2011-12 Personnel - F.T.E's: 11.10
Personnel Change: 0.00

Budget Summary Form

Department: Library
Division: Library - General Fund
Dept / Div #: 17 / 490

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	541,837	597,174	474,647	602,555
Operating Expenses	237,713	232,343	212,144	206,548
Internal Services	22,213	30,684	30,684	39,859
Operating Budget	801,763	860,201	717,475	848,962
Capital Outlay	8,369	12,409	12,409	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	26,261	29,375	29,375	28,141
Total Budget	836,393	901,985	759,259	877,103

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Library Manager	30	1
Network Specialist	24	1
Librarian	23	2
Secretary	20	0
Trades Mechanic	20	1
Library Aide II	18	1
Library Aide I	15	2

Total # of Full-Time Employees 8

2012-13 Operating Budget: 848,962
2011-12 Operating Budget: 860,201
Dollar Change: (11,239)
Percentage Change: -1.31%

2012-13 Personnel - F.T.E's: 11.10
2011-12 Personnel - F.T.E's: 11.10
Personnel Change: 0.00

Budget Objectives Form

Department: Library
Division: Library
Dept. # 17
Division #: 490

Objective:

\$ 877,103 To manage the Public Library with 10.50 full-time equivalent employees who staff the facility 69.5 hours per 7-day week with direct public contact 65 hours per 7-day week, and to provide necessary materials, technology and public services.

ACTIVITIES:

- \$ 679,760 001 **Department Administration:** Manage and administer a department to optimize funding, staff output, patron satisfaction, facility maintenance, safety, and security.
- \$ 99,853 002 **Collection Development:** Identify, procure, catalog, process, organize and store print, non-print, and subscription materials appropriate for a multicultural community.
- \$ 81,309 003 **Public Services:** Assist patrons with their needs for recreational, informational, cultural and educational materials by: 1) answering reference questions in person, over the phone, via fax or email; 2) retrieving, interpreting and teaching the use of printed and online information; 3) circulating materials to all patrons including those medically unable to come to the Library; and 4) presenting programs and informational support to the varied user groups in the City - general public, school, business, civic, institution and government.
- \$ 11,693 004 **Internet and Technological Services:** Provide public, governmental and community-center access to the Internet via the Library; computerized access to the Library's holdings; remote access to the Florida Virtual Library; user education of electronic information; and educational software for students.
- \$ - 005 **Sunday Hours:** To fund library services for 50 Sundays per year, 4 hours per Sunday.
- \$ 4,488 006 **Vehicle:** Maintenance and Replacement

Budget Summary Form

Department: Library
Division: Library State Aid
Dept / Division #: 17 / 491

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	748	785	1,000	785
Operating Expenses	16,475	21,359	22,681	21,359
Internal Services	0	0	0	0
Operating Budget	17,223	22,144	23,681	22,144
Capital Outlay	461	83,000	80,089	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	0	0	0	0
Total Budget	17,684	105,144	103,770	22,144

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
None		

Total # of Full-Time Employees 0

2012-13 Operating Budget:	22,144
2011-12 Operating Budget:	22,144
Dollar Change:	(0)
Percentage Change:	0.00%
2012-13 Personnel - F.T.E's:	0.24
2011-12 Personnel - F.T.E's:	0.24
Personnel Change:	0.00

Budget Objectives Form

Department: Library
Division: Library State Aid
Dept. #: 17
Division # 17 / 491

Objective:

\$ 22,144 To use state funds to enhance library services to the citizens of North Miami.

ACTIVITIES:

- \$ - 2.1 **Administrative Cost:** To enhance services to the public by expediting assistance through a patron support clerk, program support clerk and a circulation support clerk to reduce wait time. To keep up with the latest development in the Library field through memberships.
- \$ - 2.2 **Collection Development Materials:** Enhance available materials to the public through the acquisition of updated reference materials, circulating materials, periodicals, and subscriptions.
- \$ 22,144 2.3 **Sunday Hours:** To fund library services for 37 Sundays per year, 4 hours per Sunday.



NORTH MIAMI
F L O R I D A

MAYOR & COUNCIL

Administrative Office

Mayor

District 1

District 2

District 3

District 4



Budget Summary Form

Department: Mayor/Council
 Dept # 01

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	265,090	301,196	253,031	308,487
Operating Expenses	360,856	336,374	411,131	337,821
Internal Services	3,124	6,465	6,465	9,554
Operating Budget	629,070	644,035	670,627	655,862
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	4,504	7,476	7,476	7,601
Total Budget	633,574	651,511	678,103	663,463

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Constituent Services Coordinator	25	2

Total # of Full-Time Employees 2

2012-13 Operating Budget: 655,862
 2011-12 Operating Budget: 644,035
 Dollar Change: 11,827
 Percentage Change: 1.84%

2012-13 Personnel - F.T.E's: 2.00
 2011-12 Personnel - F.T.E's: 2.00
 Personnel Change: 0.00

Budget Objectives Form

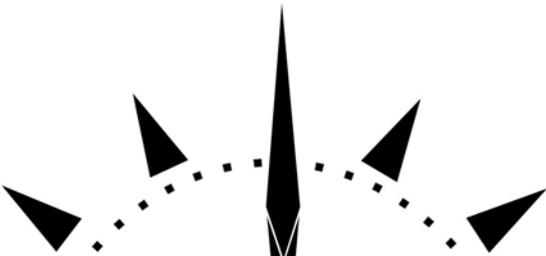
Department: Mayor/Council
Division: Mayor/Council Office
Dept. #: 01
Division #: 400

Objective:

\$ 663,463 To be leaders and policy makers responsive to the needs of North Miami residents. To carry out legislative policies, ensure community services, and supervise City Manager and Attorney's performances.

ACTIVITIES:

- \$ 273,521 001 **Mayor/Council Office:** To provide the necessary support to the City Mayor and Council that facilitates their legislative responsibilities and help them to be more efficient in responding to the needs of North Miami residents.
- \$ 99,242 002 **Mayor's Office:** Provides the legislative branch of North Miami's government which determines policy that ensures quality public service at acceptable cost; provides residents with an office in which to seek information on matters of concern.
- \$ 72,225 003 **District 1 Office:** Provides policy direction that ensures quality public service at acceptable cost; provides District 1 residents with an office in which to seek information on matters of concern.
- \$ 72,225 004 **District 2 Office:** Provides policy direction that ensures quality public service at acceptable cost; provides District 2 residents with an office in which to seek information on matters of concern.
- \$ 74,025 005 **District 3 Office:** Provides policy direction that ensures quality public service at acceptable cost; provides District 3 residents with an office in which to seek information on matters of concern.
- \$ 72,225 006 **District 4 Office:** Provides policy direction that ensures quality public service at acceptable cost; provides District 4 residents with an office in which to seek information on matters of concern.



NORTH MIAMI
F L O R I D A

MUSEUM OF CONTEMPORARY ART



Budget Summary Form

Department: Museum of Contemporary Art
Dept. / Div # 14 / 482

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	474,771	486,471	436,121	498,998
Operating Expenses	145,888	196,184	251,740	174,984
Internal Services	14,205	24,746	24,746	34,540
Operating Budget	634,864	707,401	712,607	708,522
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	116,100
Reserves & Other	15,948	22,982	22,982	23,909
Total Budget	650,812	730,383	735,589	848,531

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
MOCA Director	37	1
MOCA Assistant Director	32	1
Curator	24	0
Accountant	24	1
Administrative Specialist	18	1
Maintenance Mechanic	18	1

Total # of Full-Time Employees 5

2012-13 Operating Budget: 708,522
2011-12 Operating Budget: 707,401
Dollar Change: 1,121
Percentage Change: 0.16%

2012-13 Personnel - F.T.E's: 5.00
2011-12 Personnel - F.T.E's: 5.00
Personnel Change: 0.00

Budget Objectives Form

Department:	Museum of Contemporary Art
Division:	MOCA
Dept #:	14
Division #:	482

Objective:

\$ 848,531 To make contemporary art of internationally known artists, and particularly young and emerging artists, accessible to diverse audiences, especially under-served populations by exploring the art of our time and its relationship to a broader cultural context.

ACTIVITIES:

- | | | |
|---------|-----|---|
| 480,441 | 001 | MOCA Administrative Staff: Provides management and coordination of the exhibits and programs offered throughout the year by the Museum of Contemporary Art including 8 exhibitions, 12 Jazz at MOCA concerts, lectures, Haitian cultural events, children's classes and teen programs. |
| 97,300 | 002 | Museum Specialized Services: Provides for the services required of a first class museum including full-time curatorial services; preparator services and security services provided by contractors. |
| 242,666 | 003 | Building Operations: Provides the maintenance and upkeep of the 23,000 square foot MOCA building with a full-time maintenance mechanic, including utilities and contractual building services. |
| 23,636 | 004 | Jazz at MOCA: Provides 12 outdoor jazz concerts in the Civic Center Plaza at no charge for the entertainment and enjoyment of City residents and visitors. |
| 4,488 | 005 | Vehicle: Maintenance and replacement. |

NON-DEPARTMENTAL

Non-Departmental Expenses

Grants to Others



Budget Summary Form

Department: Non-Departmental
Dept #: 13

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY12
Personal Services	49,343	-957,962	1,304,422	-220,730
Materials, Supplies & Services	419,945	25,760	1,171,290	127,425
Internal Services	0	0	0	0
Operating Budget	469,288	-932,202	2,475,712	-93,305
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	125,300	140,500	209,691	370,500
Reserves & Other	0	935,000	0	18,247,783
Total Budget	594,588	143,298	2,685,403	18,524,978

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
None		

Total # of Full-Time Employees 0

2012-13 Operating Budget: (93,305)
2011-12 Operating Budget: (932,202)
Dollar Change: 838,897
Percentage Change: -89.99%

2012-13 Personnel - F.T.E's: 0.00
2011-12 Personnel - F.T.E's: 0.00
Personnel Change: 0.00

Budget Summary Form

Department: Non-Departmental
Division: Non-Departmental Expenses
Dept / Division #: 13 / 480

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	49,343	-957,962	1,304,422	-220,730
Materials, Supplies & Services	419,945	25,760	1,171,290	127,425
Internal Services	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Operating Budget	469,288	-932,202	2,475,712	-93,305
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Non-Operating	<u>0</u>	<u>935,000</u>	<u>0</u>	<u>18,247,783</u>
Total Budget	<u>469,288</u>	<u>2,798</u>	<u>2,475,712</u>	<u>18,154,478</u>

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
None		

Total # of Full-Time Employees 0

2012-13 Operating Budget: (93,305)
2011-12 Operating Budget: (932,202)
Dollar Change: 838,897
Percentage Change: -89.99%

2012-13 Personnel - F.T.E's: 0.00
2011-12 Personnel - F.T.E's: 0.00
Personnel Change: 0.00

Budget Objectives Form

Department: Non-Departmental
Division: Non-Departmental Expenses
Dept #: 13
Division #: 480

Objective:

\$ 18,154,478 To provide for employee benefits for General Fund employees; for the General Fund's contribution to the Risk Management Fund to operate its liability programs; for the General Fund Contingency; for property insurance and bonds premiums; and for legislative lobbyists.

ACTIVITIES:

\$ (220,730) 001 **Miscellaneous Expenses & Reserves:** Provides funds for reimbursement to Florida Unemployment Compensation Fund for benefits paid.

\$ 18,247,783 002 **Miscellaneous Expenses & Reserves:** Provides funds for accrued sick leave and vacation upon retirement for employees; contingency funds for emergency or unforeseen expenses that cannot be anticipated during the budget process and are authorized by the City Manager.

\$ 2,425 003 **Corporate Run:** Provides funds for up to 40 City employees to participate in the annual corporate run in downtown Miami as a team building event. The funds will cover registration fees, a tent, team t-shirts, and food and refreshments.

\$ 125,000 004 **Biscayne Landing Maintenance**

Budget Summary Form

Department: Non-Departmental
Division: Grants to Others
Dept / Division #: 13 / 486

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	0	0	0	0
Operating Expenses	0	0	0	0
Internal Services	0	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	125,300	140,500	209,691	370,500
Reserves & Other	0	0	0	0
Total Budget	<u>125,300</u>	<u>140,500</u>	<u>209,691</u>	<u>370,500</u>

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
None		

Total # of Full-Time Employees 0

2012-13 Operating Budget: -
2011-12 Operating Budget: -
Dollar Change: -
Percentage Change: 0.00%

2012-13 Personnel - F.T.E's: 0.00
2011-12 Personnel - F.T.E's: 0.00
Personnel Change: 0.00

FY13 Supplemental/CIP Request

Project Description:	Grants to Others		
Department:	Non-Departmental	Project #	0
Division:	Grants to Others	Totals	\$370,500
Account Number:	001-13-486000-519-XXX	Request Type	Additional Funds
Project Location:		Priority Level	Regulatory Requirement

Objective:

To assist various civic and non-profit entities in the City that provide services to segments of the City's population by providing grant funds for their use in providing services.

Justification:

The City provides grant funds to entities for their use in providing services to the residents of this community. The grants for FY13 are listed below:

Project Estimates:

Object Code	Description	Prior Years	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	Total Estimate
801	NoMi Fdtn for Sr Citizens		115,500	115,500	115,500	115,500	115,500	577,500
810	NoMi Chamber of Commerce		5,000	5,000	5,000	5,000	5,000	25,000
820	First Generation Scholarship Fund		10,000	10,000	10,000	10,000	10,000	50,000
820	Take Stock in Children Scholarship		10,000	10,000	10,000	10,000	10,000	50,000
818	Police Athletic League		50,000					50,000
820	N.M. Peer Tutoring		130,000					130,000
820	Adult Continuing Education		50,000					50,000
								-
Total		-	370,500	140,500	140,500	140,500	140,500	932,500

Funding Source	Fund #	%	Prior Years	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	Total Estimate
Gen Fund	001	100%		370,500	140,500	140,500	140,500	140,500	932,500
		0%							-
		0%							-
		0%							-
Total		100%	-	370,500	140,500	140,500	140,500	140,500	932,500

Budget Office Use Only

<input checked="" type="checkbox"/>	Funded
<input type="checkbox"/>	Not Funded
<input type="checkbox"/>	Partially Funded
<input type="checkbox"/>	Pending

FY13 Operating Cost:

FY13 Capital Cost:

Future Years' Estimated Annual Cost:

\$ -
\$ 932,500

PARKS & RECREATION

Divisions:

Administration

Aquatics

Athletics

Community Events

Enchanted Forest Elaine Gordon Park

Facility Operations

Gwen Margolis Community Center

North Miami Athletic Stadium

Parks Administration

Parks Operations

Recreation Administration

Rights-of-Way Operations

Summer Camps

Tennis

Youth Programs



Budget Summary Form

Department: Parks & Recreation

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	3,605,339	3,626,376	3,272,839	3,829,678
Operating Expenses	1,404,634	1,756,245	1,727,989	1,905,908
Internal Services	298,733	368,017	368,017	484,524
Operating Budget	5,308,706	5,750,638	5,368,845	6,220,110
Capital Outlay	29,481	14,120	12,229	100,000
Debt Service	0	0	0	0
Grants & Aids	19,900	19,900	19,900	19,500
Reserves & Other	133,077	155,519	155,519	151,319
Total Budget	5,491,164	5,940,177	5,556,493	6,490,929

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Parks and Recreation Director	37	1
Assistant Parks and Recreation Director	32	1
Parks Superintendent	28	1
Recreation Superintendent	28	1
Parks Supervisor	25	0
Recreation Supervisor	25	3
Administrative Coordinator	22	1
Parks Coordinator	22	3
Parks Specialist	21	3
Recreation Specialist	21	4
Parks Naturalist	21	1
Heavy Equipment Operator	20	4
Trades Mechanic	20	3
Recreation Leader II	18	2
Maintenance Mechanic	18	4
Motor Equipment Operator	18	5
Lifeguard	17	1
Recreation Leader I	16	3
Clerical Technician	16	2
General Maintenance Worker	15	6
Recreation Aide	12	0
Tennis Pro	10	1
Total # of Full-Time Employees		50

2012-13 Operating Budget:	6,220,110
2011-12 Operating Budget:	5,750,638
Dollar Change:	469,472
Percentage Change:	8.16%

2012-13 Personnel - F.T.E's:	91.83
2011-12 Personnel - F.T.E's:	90.83
Personnel Change:	1.00

Budget Summary Form

Department: Parks and Recreation
Division: Administration
Dept / Division #: 12 / 460

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	310,100	280,768	244,577	368,991
Operating Expenses	74,063	72,650	69,032	64,024
Internal Services	15,587	18,342	18,342	25,252
Operating Budget	399,750	371,760	331,951	458,267
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	13,822	12,769	12,769	13,284
Total Budget	413,572	384,529	344,720	471,551

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Parks and Recreation Director	37	1
Asst. Parks and Rec. Director	32	1
Administrative Coordinator	22	1
Clerical Technician	16	1

Total # of Full-Time Employees 4

2012-13 Operating Budget: 458,267
2011-12 Operating Budget: 371,760
Dollar Change: 86,507
Percentage Change: 23.27%

2012-13 Personnel - F.T.E's: 4.70
2011-12 Personnel - F.T.E's: 3.70
Personnel Change: 1.00

Budget Objectives Form

Department: Parks and Recreation
Division: Administration
Dept #: 12
Division #: 460

Objective:

\$ 471,551 To provide administrative support services, direction, and leadership for the Parks and Recreation divisions whose departmental responsibilities include maintaining over 95 acres of developed park land, 400 landscaped medians, canal ends, and public areas, operating 23 activity centers, coordinating numerous community events, and providing programming for approximately 60,000 residents.

ACTIVITIES:

\$ 426,212 001 **Administration:** Oversee, direct, and lead a department consisting of athletics, aquatics, school related programming, parks, facilities, and local rights-of-ways; provide administrative support services to assist staff as well as the public.

\$ 36,783 002 **Office Space:** To provide temporary offices for Parks and Recreation Administration. Funds will cover rent and operating costs associated with new space

\$ 8,556 003 **Vehicles:** Maintenance and replacement of two (2) vehicles

Budget Summary Form

Department: Parks and Recreation
Division: Aquatics
Dept / Division #: 12 / 463

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	84,984	129,024	111,339	130,887
Operating Expenses	122,313	127,762	129,654	131,063
Internal Services	0	4,880	4,880	6,868
Operating Budget	<u>207,297</u>	<u>261,666</u>	<u>245,873</u>	<u>268,818</u>
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	0	5,253	5,253	5,464
Total Budget	<u><u>207,297</u></u>	<u><u>266,919</u></u>	<u><u>251,126</u></u>	<u><u>274,282</u></u>

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Recreation Specialist	21	1
Lifeguard	17	1

Total # of Full-Time Employees 2

2012-13 Operating Budget: 268,818
2011-12 Operating Budget: 261,666
Dollar Change: 7,152
Percentage Change: 2.73%

2012-13 Personnel - F.T.E's: 4.33
2011-12 Personnel - F.T.E's: 4.33
Personnel Change: 0.00

Budget Objectives Form

Department: Parks and Recreation
Division: Aquatics
Dept #: 12
Division #: 463

Objective:

\$ 274,282 To provide two aquatic facilities and qualified personnel to conduct a variety of recreational and educational aquatic programs in accordance with HRS regulations.

ACTIVITIES:

- | | | |
|------------|-----|---|
| \$ 270,578 | 001 | <p>Sasso Pool Operation: Operate a public swimming pool and Wet-Tot-Lot on a year-round basis for open public swim, swim lessons, and party rentals. Revenue from operation is anticipated to be \$13,000.</p> |
| \$ 1,700 | 002 | <p>Lifeguard Training Classes: Provides three American Red Cross certified lifeguard training classes to 20 members of the public; classes will be rotated between both aquatic facilities. Revenue for the classes are anticipated to be \$1,700.</p> |
| \$ 2,004 | 003 | <p>Pre-School Swim Program: Provides qualified instruction, bus transportation, and supplies to teach up to 75 three to five year old children that attend local pre-schools how to swim. Revenue for the swim program is anticipated to be \$1,875.</p> |

Budget Summary Form

Department: Parks and Recreation
Division: Athletics
Dept / Division #: 12 / 462

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	306,879	358,566	330,430	466,373
Operating Expenses	215,218	372,820	347,364	599,012
Internal Services	11,081	15,015	15,015	20,101
Operating Budget	533,178	746,401	692,809	1,085,486
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	16,000	16,000	16,000	16,000
Reserves & Other	8,781	8,296	8,296	10,134
Total Budget	557,959	770,697	717,105	1,111,620

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Recreation Specialist	21	3

Total # of Full-Time Employees **3**

2012-13 Operating Budget: 1,085,486
2011-12 Operating Budget: 746,401
Dollar Change: 339,085
Percentage Change: 45.43%

2012-13 Personnel - F.T.E's: 15.51
2011-12 Personnel - F.T.E's: 14.51
Personnel Change: 1.00

Budget Objectives Form

Department: Parks and Recreation
Division: Athletics
Dept #: 12
Division #: 462

Objective:

\$ 1,111,620 To administer, plan, direct and supervise athletic programs for adults and youth of the community at the City's three major athletic complexes (Cagni, Pepper, and Ben Franklin Parks).

ACTIVITIES:

- \$ 190,547 001 **Claude Pepper Park Operations:** Supervise and maintain Pepper Park in order to accommodate the leisure needs of the residents of North Miami and the surrounding community.
- \$ 196,008 002 **Ray Cagni Park Operations:** Supervise and maintain athletic complex at Cagni Park to accommodate the leisure needs of the residents of North Maimi and the surrounding community.
- \$ 132,555 003 **Ben Franklin Park Operations:** Supervise and maintain athletic complex at Cagni Park to accommodate the leisure needs of the residents of North Maimi and the surrounding community.
- \$ 94,820 004 **Youth Sports:** Administer and coordinate organized team sports for children of the community; some of the activities offered are football, basketball, cheerleading, soccer, and baseball. Program revenue is projected to be \$16,000.
- \$ 42,566 005 **Youth Athletic Camp** - Administer, plan, direct, and supervise athletics program for youth and adults.
- \$ 7,164 006 **Vehicle:** Maintenance and replacement.
- \$ 102,565 007 Cagni Park Gymnasium
- \$ 345,395 008 Pepper Park Community Center

Budget Summary Form

Department: Parks and Recreation
Division: Community Events
Dept / Division #: 12 / 478

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	166,517	191,583	186,240	195,223
Operating Expenses	92,438	98,979	113,739	101,645
Internal Services	4,221	6,882	6,882	9,588
Operating Budget	263,176	297,444	306,861	306,456
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	2,500	2,500	2,500	2,500
Reserves & Other	4,653	6,259	6,259	6,511
Total Budget	270,329	306,203	315,620	315,467

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Recreation Supervisor	22	1
Recreation Leader I	19	1

Total # of Full-Time Employees 2

2012-13 Operating Budget: 306,456
2011-12 Operating Budget: 297,444
Dollar Change: 9,012
Percentage Change: 3.03%

2012-13 Personnel - F.T.E's: 2.96
2011-12 Personnel - F.T.E's: 2.96
Personnel Change: 0.00

Budget Objectives Form

Department: Parks & Recreation
Division: Community Events
Dept #: 12
Division #: 478

Objective:

\$ 315,467 To coordinate, staff and implement events sponsored and/or run by the City of North Miami. Some of these events include the WinterNational Parade and Festival, July 4th Celebration, Children's Halloween Party, and various civic events.

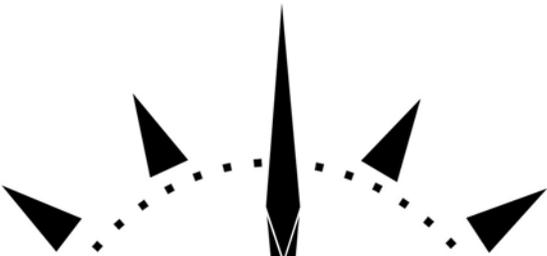
ACTIVITIES:

- \$ 171,226 001 **Special Events Staff** - Supervises and coordinates special events as well as administers the implementation of activities supported by the City. The supervisor also serves as departmental liaison for various community service organizations.
- \$ 49,405 002 **WinterNational Parade** - Promote and produce North Miami's 31st annual Thanksgiving Day parade.
- \$ 35,960 003 **July 4th Celebration** - Promote and produce North Miami's annual family Independence Day celebration featuring a major fireworks display, live entertainment, games and activities at the North Miami Athletic Stadium.
- \$ 13,688 004 **Haunted Trails** - Promote and produce a Halloween party for children as well as families in the Enchanted Forest Park. The projected revenue from this event is estimated at \$8000.
- \$ 25,633 005 **Community Events:** These events give the City the opportunity to recognize the accomplishments of Dr. King; bringing the community, its residents and local schools/ universities together for a common purpose. Presentations, singing, dancing & refreshments offered. Easter Egg Hunt revenue \$800.

Budget Objectives Form

Department:	<u>Parks & Recreation</u>
Division:	<u>Community Events</u>
Dept #:	<u>12</u>
Division #:	<u>478</u>

- | | | | |
|----|--------|-----|---|
| \$ | 13,559 | 006 | City Events - Provide support for various community events held throughout the City such as Sunday Afternoon Live, Veterans and Memorial Day ceremonies, and North Miami Concert Band concerts. |
| \$ | 4,592 | 007 | Civic Group Events - Provide staff support for various annual events; some of the events include Little League opening ceremonies and the Tenth Annual Cancer Walk. |
| \$ | - | 008 | Programs for Persons with Special Needs - Provide leadership, counseling and programming for educable mentally disabled (Swingers) and physically disabled (GOAL) adults. Expenses for this program will be offset by revenue from disabled parking fines. |
| \$ | 1,404 | 009 | Vehicle: Maintenance and Replacement |



NORTH MIAMI
F L O R I D A

Budget Summary Form

Department: Parks and Recreation
Division: Enchanted Forest Elaine Gordon Park
Dept / Division #: 12 / 471

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	102,653	92,983	85,011	82,233
Operating Expenses	44,499	56,802	56,926	55,397
Internal Services	3,316	5,734	5,734	5,063
Operating Budget	150,468	155,519	147,671	142,693
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	4,089	6,172	6,172	3,608
Total Budget	154,557	161,691	153,843	146,301

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Parks Naturalist	21	1
Recreation Leader I	16	1

Total # of Full-Time Employees 2

2012-13 Operating Budget: 142,693
2011-12 Operating Budget: 155,519
Dollar Change: (12,826)
Percentage Change: -8.25%

2012-13 Personnel - F.T.E's: 2.33
2011-12 Personnel - F.T.E's: 2.33
Personnel Change: 0.00

Budget Objectives Form

Department: Parks and Recreation
Division: Enchanted Forest Elaine Gordon Park
Dept #: 12
Division #: 471

Objective:

\$ 146,301 To provide daily maintenance, supervision, programming, and operation of a 22+ acre facility which includes a one mile recreation trail, two rental shelters, a nature center, two tot-lot playgrounds, a community building, and a concession pony/stable facility.

ACTIVITIES:

\$ 139,111 001 **Facility Operations and Maintenance:** Provides for the operation, programming, and maintenance of the park grounds, facilities, and structures.

\$ 6,662 002 **Facility Programming:** Provides nature programming and maintenance of nature exhibits at the facility. Programming includes guided tours, various workshops, and special nature-related events. Revenue from program fees is projected to total \$1500.

\$ 528 003 **Vehicle:** Maintenance and Replacement

Budget Summary Form

Department: Parks and Recreation
Division: Facility Operations
Dept / Division #: 12 / 465

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	273,565	270,069	243,533	250,959
Operating Expenses	119,047	181,410	182,856	167,991
Internal Services	7,530	9,394	9,394	9,498
Operating Budget	400,142	460,873	435,783	428,448
Capital Outlay	485	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	12,452	12,365	12,365	8,133
Total Budget	413,079	473,238	448,148	436,581

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Recreation Leader II	18	3
Recreation Leader I	16	1

Total # of Full-Time Employees 4

2012-13 Operating Budget: 428,448
2011-12 Operating Budget: 460,873
Dollar Change: (32,425)
Percentage Change: -7.04%

2012-13 Personnel - F.T.E's: 8.77
2011-12 Personnel - F.T.E's: 8.77
Personnel Change: 0.00

Budget Objectives Form

Department: Parks and Recreation
Division: Facility Operations
Dept #: 12
Division #: 465

Objective:

\$ 436,581 To operate and run programs in three City centers: Sunkist Grove Community Center, Keystone Community Center, and Griffing Adult Center.

ACTIVITIES:

- \$ 130,317 001 **Sunkist Grove Community Center:** Operate Sunkist Grove Community Center, including a computer lab, drop-in evening program, weekend rentals, and camps. Revenue for facility rentals is estimated at \$6000.
- \$ 104,196 002 **Griffing Adult Center:** Operate the Griffing Adult Center for senior adult programming and events. Provide staff and supplies for operation of various classes for senior adults; classes offered include Fabric Painting, Decorative Arts, Chorus, and Hooked on Crafts. Revenues for the classes are estimated at \$1500.
- \$ 108,420 003 **Keystone Center and School Skills Program:** Operation of Keystone Community Center, which includes a program for children ages 3 - 5, weekend rentals, and camps. Revenue for facility rentals is estimated at \$2000, while revenue for the School Skills program is estimated at \$8000.
- \$ 93,648 004 **Teen Programming:** Administer, plan, direct and coordinate.

Budget Summary Form

Department: Parks and Recreation
Division: Gwen Margolis Community Center
Dept / Division #: 12 / 479

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	6,745	16,966	4,300	17,406
Operating Expenses	38,196	42,411	54,862	48,368
Internal Services	0	0	0	0
Operating Budget	<u>44,941</u>	<u>59,377</u>	<u>59,162</u>	<u>65,774</u>
Capital Outlay	0	0	0	50,000
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	0	0	0	0
Total Budget	<u>44,941</u>	<u>59,377</u>	<u>59,162</u>	<u>115,774</u>

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
None		

Total # of Full-Time Employees 0

2012-13 Operating Budget:	65,774
2011-12 Operating Budget:	<u>59,377</u>
Dollar Change:	<u>6,397</u>
Percentage Change:	<u>10.77%</u>
2012-13 Personnel - F.T.E's:	0.46
2011-12 Personnel - F.T.E's:	<u>0.46</u>
Personnel Change:	<u>0.00</u>

Budget Objectives Form

Department: Parks and Recreation
Division: Gwen Margolis Community Center
Dept #: 12
Division #: 479

Objective:

\$ 65,774 To provide a facility for public assembly activities including private, non-profit, government, civic and educational functions.

ACTIVITIES:

\$ 65,774 001 **GMCC Operations:** Provide facility scheduling functions, rental staff, contractual cleaning and set up and supplies for the maintenance of the community center.

FY13 Supplemental/CIP Request

Project Description:	Facility Renovations and Upgrades		
Department:	Parks & Recreation	Project #	
Division:	Recreation	Totals	\$50,000
Account Number:	001-12-479000-572-612-000	Request Type:	Replacement
Project Location:	Gwen Margolis Community Center	Priority Level:	Moderate Cost Benefit

Objective:

To renovate GMCC

Justification:

In FY09, the kitchen cabinets and appliances were replaced, staff now intends to continue renovations and replace the flooring, wallcovering and restrooms.

Project Estimates:

Object Code	Description	Prior Years	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	Total Estimate
612	Building Improvements		50,000					50,000
								-
								-
								-
								-
								-
								-
								-
Total		-	50,000	-	-	-	-	50,000

Funding Source	Fund #	% Funding	Prior Years	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	Total Estimate
Gen Fund	001	100%		50,000					50,000
									-
									-
									-
Total		100%	-	50,000	-	-	-	-	50,000

Budget Office Use Only

<input type="checkbox"/>	Funded
<input type="checkbox"/>	Not Funded
<input type="checkbox"/>	Partially Funded
<input type="checkbox"/>	Pending

FY13 Operating Cost:	\$ -
FY13 Capital Cost:	\$ 50,000
Future Years' Estimated Annual Cost:	\$ -



NORTH MIAMI
F L O R I D A

Budget Summary Form

Department: Parks and Recreation
Division: North Miami Athletic Stadium
Dept / Division #: 12 / 467

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	18,721	22,539	15,800	29,632
Materials, Supplies & Services	90,966	103,534	99,315	113,958
Internal Services	0	0	0	0
The City and Miami-Dade C	109,687	126,073	115,115	143,590
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Non-Operating	0	0	0	0
Total Budget	109,687	126,073	115,115	143,590

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions

Total # of Full-Time Employees 0

2012-13 Operating Budget: 143,590
2011-12 Operating Budget: 126,073
Dollar Change: 17,517
Percentage Change: 13.89%

2012-13 Personnel - F.T.E's: 1.85
2011-12 Personnel - F.T.E's: 1.85
Personnel Change: 0.00

Budget Objectives Form

Department: Parks and Recreation
Division: North Miami Athletic Stadium
Dept #: 12
Division #: 467

Objective:

\$ 143,590 To provide the staff and supplies to maintain the North Miami Athletic Stadium.

ACTIVITIES:

\$ 143,590 001 **Complex Operations:** To provide part-time staff, facility maintenance including field preparation, irrigation, supplies and maintenance equipment; electrical repairs and services; and scoreboard lighting repairs. Provide part-time park attendants for weekday and weekend rental activities. Rental revenue is projected to be \$85,000

Budget Summary Form

Department: Parks and Recreation
Division: Parks Administration
Dept / Division #: 12 / 466

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	172,902	155,420	140,246	159,834
Operating Expenses	29,645	87,500	71,763	59,538
Internal Services	11,857	13,265	13,265	18,441
Operating Budget	214,404	256,185	225,274	237,813
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	8,029	6,968	6,968	7,540
Total Budget	222,433	263,153	232,242	245,353

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Parks Superintendent	28	1
Parks Supervisor	25	0
Clerical Technician	16	1

Total # of Full-Time Employees **2**

2012-13 Operating Budget: 237,813
2011-12 Operating Budget: 256,185
Dollar Change: (18,372)
Percentage Change: -7.17%

2012-13 Personnel - F.T.E's: 2.00
2011-12 Personnel - F.T.E's: 2.00
Personnel Change: 0.00

Budget Objectives Form

Department: Parks and Recreation
Division: Parks Administration
Dept #: 12
Division #: 466

Objective:

\$ 245,353 To provide administrative support for Parks Division operations and to keep the Parks Operations Center operational.

ACTIVITIES:

\$ 182,271 001 **Parks Administration:** Provides direct supervision, administration, operational control, coordination, and clerical needs of the Parks Division.

\$ 54,118 002 **Parks Operations Center Expenses:** Provides utility services (water and sewer, telephones, electricity, and sanitation collection charges), contractual services (maintenance of the air conditioning and burglar alarm), a fax and copy machine, and facility maintenance.

\$ 8,964 003 **Vehicles:** Maintenance and replacement costs of vehicles

Budget Summary Form

Department: Parks and Recreation
Division: Parks Operations
Dept / Division #: 12 / 468

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	872,922	603,430	558,832	523,705
Operating Expenses	182,797	162,439	162,349	157,217
Internal Services	73,391	94,319	94,319	105,099
Operating Budget	1,129,110	860,188	815,500	786,021
Capital Outlay	28,996	5,586	3,695	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	29,428	39,849	39,849	23,441
Total Budget	1,187,534	905,623	859,044	809,462

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Parks Coordinator	22	1
Parks Specialist	21	1
Heavy Equipment Operator	20	1
Trades Mechanic	20	2
Maintenance Mechanic	18	3
Motor Equipment Operator	18	2
General Maintenance Worker	15	5

Total # of Full-Time Employees **15**

2012-13 Operating Budget: 786,021
2011-12 Operating Budget: 860,188
Dollar Change: (74,167)
Percentage Change: -8.62%

2012-13 Personnel - F.T.E's: 15.00
2011-12 Personnel - F.T.E's: 15.00
Personnel Change: 0.00

Budget Objectives Form

Department: Parks and Recreation
Division: Parks Operations
Dept #: 12
Division #: 468

Objective:

\$ 809,462 To maintain 3 major park facilities, 11 passive parks, 2 pools, and 5 recreation centers. To support City events and activities budgeted in other decision units as well as respond to emergencies and complaints.

ACTIVITIES:

\$ 733,826 001 **Facility Operations:** Maintain the City's Parks and Recreation facilities which include buildings, grounds, pools, and playgrounds.

\$ 75,636 002 **Vehicles:** Maintenance and Replacement

Budget Summary Form

Department: Parks and Recreation
Division: Recreation Administration
Dept / Division #: 12 / 461

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	290,999	258,200	238,963	255,616
Operating Expenses	16,229	22,051	22,980	19,070
Internal Services	25,221	30,066	30,066	39,680
Operating Budget	332,449	310,317	292,009	314,366
Capital Outlay	0	0	0	50,000
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	11,881	12,627	12,627	12,313
Total Budget	344,330	322,944	304,636	376,679

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Recreation Superintendent	28	1
Recreation Supervisor	25	2

Total # of Full-Time Employees 3

2012-13 Operating Budget: 314,366
2011-12 Operating Budget: 310,317
Dollar Change: 4,049
Percentage Change: 1.30%

2012-13 Personnel - F.T.E's: 3.00
2011-12 Personnel - F.T.E's: 3.00
Personnel Change: 0.00

Budget Objectives Form

Department: Parks and Recreation
Division: Recreation Administration
Dept #: 12
Division #: 461

Objective:

\$ 326,679 To provide administrative support, leadership, supervision, and direction for 25 full time employees and over 100 part time employees responsible for the City's recreation programs, services, and facilities.

ACTIVITIES:

\$ 290,475 001 **Recreation Administration:** Provides overall supervision of the Division's varied programs and services as well as leadership and direction for the work force of full time and part time employees.

\$ 12,000 002 **Marketing and Promotion:** Produces and distributes three 12 page catalogues for the purpose of detailing programs, activities, and facility operations to reach individuals and groups within the City as well as promote recreational programs through various media sources.

\$ 24,204 003 **Vehicles:** Maintenance costs and replacement costs for two buses, two Chevy vans and a Ford Taurus automobile.

FY13 Supplemental/CIP Request

Project Description:	Security Enhancements		
Department:	Parks & Recreation	Project #	
Division:	Recreation	Totals	\$50,000
Account Number:	001-12-461000-572-605-000	Request Type	New Request
Project Location:	Various Recreational Facilities	Priority Level	Moderate Cost Benefit

Objective:

Installation of security systems at various Parks and Recreation facilities to include motion and monitoring devices.

Justification:

Due to recent burglaries and vandalism it has become necessary to install additional security measures at various facilities throughout the City.

Project Estimates:

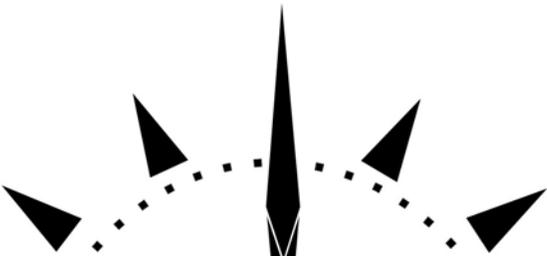
Object Code	Description	Prior Years	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	Total Estimate
605	Security System		50,000					50,000
								-
								-
								-
								-
								-
								-
Total		-	50,000	-	-	-	-	50,000

Funding Source	Fund #	% Funding	Prior Years	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	Total Estimate
Gen Fund	001	100%		50,000					50,000
									-
									-
Total		100%	-	50,000	-	-	-	-	50,000

Budget Office Use Only

<input type="checkbox"/>	Funded
<input type="checkbox"/>	Not Funded
<input type="checkbox"/>	Partially Funded
<input type="checkbox"/>	Pending

FY13 Operating Cost:	\$ -
FY13 Capital Cost:	\$ 50,000
Future Years' Estimated Annual Cost:	\$ -



NORTH MIAMI
F L O R I D A

Budget Summary Form

Department: Parks and Recreation
Division: Rights-of-Way Operations
Dept / Division #: 12 / 469

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	903,924	1,160,675	1,021,653	1,251,232
Operating Expenses	284,504	329,432	330,911	297,892
Internal Services	144,298	168,209	168,209	242,245
Operating Budget	1,332,726	1,658,316	1,520,773	1,791,369
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	36,726	42,904	42,904	58,751
Total Budget	1,369,452	1,701,220	1,563,677	1,850,120

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Parks Coordinator	22	2
Parks Specialist	21	2
Heavy Equipment Operator	20	3
Trades Mechanic	20	1
Maintenance Mechanic	18	1
Motor Equipment Operator	18	3
General Maintenance Worker	15	3

Total # of Full-Time Employees 15

2012-13 Operating Budget: 1,791,369
2011-12 Operating Budget: 1,658,316
Dollar Change: 133,053
Percentage Change: 8.02%

2012-13 Personnel - F.T.E's: 15.00
2011-12 Personnel - F.T.E's: 15.00
Personnel Change: 0.00

Budget Objectives Form

Department: Parks and Recreation
Division: Rights-of-Way Operations
Dept #: 12
Division #: 469

Objective:

\$ 1,850,120 To maintain all landscaping in rights-of-way areas in the City which include medians, swales, courtyards, parkways, circles, canal ends, cul-de-sacs, fountains, and monuments.

ACTIVITIES:

- \$ 857,286 001 **Rights-of-Way Operations:** Provide rights-of-way turf maintenance and grounds care including irrigation repairs and installation, fertilizing, mowing, spraying, landscaping renovations, annual plantings, annuals replacements, and monitoring of landscape contracts.

- \$ 739,666 002 **Aerial and Tree Operations:** Maintain trees on City properties including swales, parkways, medians, monuments, cul-de-sacs, and canal ends. Work performed includes trimming, shaping, and repairing trees as well as removing and replacing trees as necessary.

- \$ 83,740 003 **Contractual Landscape Maintenance:** Contractual services required to insure that rights-of-ways are mowed, cleaned, trimmed, and maintained and swale trees are raised to provide for traffic sign visibility and safe pedestrian and vehicle clearance. Additional cost of \$200 for irrigation controllers

- \$ 169,428 004 **Vehicle:** Maintenance & Replacement

Budget Summary Form

Department: Parks and Recreation
Division: Summer Camps
Dept / Division #: 12 / 475

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	14,898	16,564	26,564	27,999
Operating Expenses	54,015	54,874	45,070	46,590
Internal Services	0	0	0	0
Operating Budget	68,913	71,438	71,634	74,589
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	0	0	0	0
Total Budget	68,913	71,438	71,634	74,589

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
None		

Total # of Full-Time Employees **0**

2012-13 Operating Budget:	74,589
2011-12 Operating Budget:	71,438
Dollar Change:	3,151
Percentage Change:	4.41%
2012-13 Personnel - F.T.E's:	2.69
2011-12 Personnel - F.T.E's:	2.69
Personnel Change:	0.00

Budget Objectives Form

Department: Parks and Recreation
Division: Summer Camps
Dept #: 12
Division #: 475

Objective:

\$ 74,589 To provide cooperative programming with public schools during the public school system breaks.

ACTIVITIES:

\$ 74,589 001 **Summer Camps:** Provide Children ages 6-12 with a place to go during the summer while their parents or guardians are at work. The camps are held at Enchanted Forest and Sunkist Grove Community Centers. All additional fees have been included into camp costs for FY12. Revenue is estimated at \$60,000 for the three camps.

Budget Summary Form

Department: Parks and Recreation
Division: Tennis
Dept / Division #: 12 / 464

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	77,283	67,217	62,979	67,216
Operating Expenses	39,660	40,331	38,168	40,743
Internal Services	2,231	1,911	1,911	2,689
Operating Budget	119,174	109,459	103,058	110,648
Capital Outlay	0	8,534	8,534	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	3,216	2,057	2,057	2,140
Total Budget	122,390	120,050	113,649	112,788

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Tennis Pro	10	1

Total # of Full-Time Employees 1

2012-13 Operating Budget: 110,648
2011-12 Operating Budget: 109,459
Dollar Change: 1,189
Percentage Change: 1.09%

2012-13 Personnel - F.T.E's: 2.25
2011-12 Personnel - F.T.E's: 2.25
Personnel Change: 0.00

Budget Objectives Form

Department: Parks and Recreation
Division: Tennis
Dept #: 12
Division #: 464

Objective:

\$ 112,788 To provide tennis instruction, programs, tournaments, leagues, and tennis services for Penny Sugarman Tennis Center, Pepper Park and Cagni Park.

ACTIVITIES:

\$ 109,478 001 **Penny Sugarman and Cagni Tennis Facilities:** Provides a qualified tennis pro and staff primarily to oversee the tennis program at Penny Sugarman Tennis Center and to provide associated programming at Cagni Park. Revenue from memberships, court fees, and tennis clinics is anticipated to be \$15,000.

\$ 3,310 002 **Pepper Park Tennis Operation:** Provides tennis supplies and a phone line to the tennis contractor who oversees recreational and instructional tennis programs and court management services at Pepper Park.

Budget Summary Form

Department: Parks and Recreation
Division: Youth Programs
Dept / Division #: 12 / 483

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	2,247	2,372	2,372	2,372
Operating Expenses	700	3,250	3,000	3,400
Internal Services	0	0	0	0
Operating Budget	<u>2,947</u>	<u>5,622</u>	<u>5,372</u>	<u>5,772</u>
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	1,400	1,400	1,400	1,000
Reserves & Other	0	0	0	0
Total Budget	<u>4,347</u>	<u>7,022</u>	<u>6,772</u>	<u>6,772</u>

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
None		

Total # of Full-Time Employees 0

2012-13 Operating Budget: 5,772
2011-12 Operating Budget: 5,622
Dollar Change: 150
Percentage Change: 2.67%

2012-13 Personnel - F.T.E's: 2.03
2011-12 Personnel - F.T.E's: 2.03
Personnel Change: 0.00

Budget Objectives Form

Department: Parks and Recreation
Division: Youth Programs
Dept #: 12
Division #: 483

Objective:

\$ 6,772 To provide for specialized programs for North Miami's youth as recommended by the Youth Opportunity Board and the City Council.

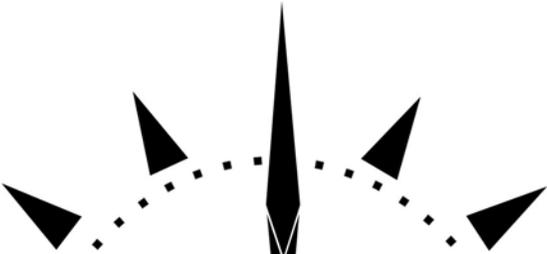
ACTIVITIES:

\$ 3,372 001 **Summer Interns Program:** Provides employment for up to 23 high school students that are City residents and interested in public service. Students work in various City departments, where they perform tasks to learn governmental operations and provide services to departments in accomplishing projects that may otherwise not be performed.

\$ 2,000 002 **Recognition and Scholarship Programs:** The Bill Carr Youth Recognition Program provides awards to exemplary students at all grade levels (K through 12) which are presented at City Council meetings three times a year. The Lou Schick Scholarship Program provides cash scholarships for North Miami residents who are graduating from high school and plan to enroll in college.

\$ 400 003 **Government Days:** Student in Government Day is held in October in conjunction with Florida City Government Week. The program gives elementary through high school students an opportunity to become familiar with municipal government. Know Your City Government Day is held in March and gives approximately 70 elementary and middle school students the opportunity to spend half a day learning about City government through role playing and interacting with City Officials. Both programs give students an opportunity to meet the North Miami City Council, the City Manager and City staff.

\$ 1,000 004 **Essay Contests:** Provides awards for North Miami high school and Middle School students who participate and are selected winners in essay contests expressing the meaning of Memorial Day and Veterans Day holidays.



NORTH MIAMI
F L O R I D A

PERSONNEL ADMINISTRATION



Budget Summary Form

Department: Personnel Administration
Dept / Div #: 06 / 417

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	400,736	387,053	367,654	385,992
Operating Expenses	29,911	46,660	55,806	120,050
Internal Services	11,109	16,823	16,823	23,680
Operating Budget	<u>441,756</u>	<u>450,536</u>	<u>440,283</u>	<u>529,722</u>
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	16,016	18,110	18,110	18,840
Total Budget	<u><u>457,772</u></u>	<u><u>468,646</u></u>	<u><u>458,393</u></u>	<u><u>548,562</u></u>

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Personnel Administration Director	37	1
Assistant Personnel Director	32	1
Personnel Specialist	24	1
Clerical Technician	16	0
Confidential Secretary	20	1

Total # of Full-Time Employees 4

2012-13 Operating Budget:	529,722
2011-12 Operating Budget:	<u>450,536</u>
Dollar Change:	<u>79,186</u>
Percentage Change:	<u>17.58%</u>
2012-13 Personnel - F.T.E's:	4.28
2011-12 Personnel - F.T.E's:	<u>4.28</u>
Personnel Change:	<u>0.00</u>

Budget Objectives Form

Department:	Personnel Administration
Division:	Personnel Administration
Dept #:	06
Division #:	417

Objective:

\$ 548,562 To hire, train and retain qualified employees for all City departments; to ensure employees, retirees and elected officials are provided City benefits; and to ensure all employees are treated fairly and equitably in compliance with federal and state laws, local regulations, City ordinances, and Civil Service Rules.

ACTIVITIES:

- | | | |
|------------|-----|---|
| \$ 460,778 | 001 | <p>Personnel Administration Services: Coordinate and implement personnel services including: recruiting, testing, interviewing of prospective employees, and placement activities; position control; classification and pay administration; records management; managing employee benefits and billings, complying with COBRA, FMLA, ADA, FLSA and HIPAA regulations, and maintaining accurate records of participants covered under the health/dental plan, life insurance, and flexible benefits; labor relations and administration of collective bargaining agreement; managing Equal Opportunity, processing discrimination and harassment charges and Personnel Board appeal hearings, Employee Assistance, Violence in the Workplace, and Drug Free Workplace programs; and complying with the Federal Omnibus Transportation Employee Testing Act of 1991.</p> |
| \$ 4,075 | 002 | <p>U.S. DOT Alcohol and Drug Testing Program: Contract with a third party administrator to perform random selection and testing of employees to comply with the U.S. Department of Transportation Alcohol and Drug Testing Program for Commercial Motor Vehicle Drivers, and to provide required training for supervisors and employees on an annual basis.</p> |
| \$ 26,500 | 003 | <p>Specialized Training: Provide registration fees for employees from each department to attend seminars and workshops that will improve their job skills/knowledge.</p> |

Budget Objectives Form

Department:	Personnel Administration
Division:	Personnel Administration
Dept #:	06
Division #:	417

- | | | | |
|----|--------|-----|--|
| \$ | 200 | 004 | <p>Employee Training Program: Provide annual training by City staff and outside consultants to all full/part time City employees to create awareness of City policies as well as federal and local laws.</p> |
| \$ | 50,000 | 005 | <p>Tuition Reimbursement: Employees in collective bargaining unit can be reimbursed up to the equivalence of 18 credit hours per fiscal year at the instate undergraduate rate at Florida International University based on grades received for completing college coursework or technical classes taken to increase knowledge and skills and prepare for City promotions.</p> |
| \$ | 2,796 | 006 | <p>Post Employment Exams, Tests and Evaluations: Provide medical exams for all current employees as required, including special medical evaluations as requested, non-CDL drug testing program expenses, and background checks for current employees.</p> |
| \$ | 3,013 | 007 | <p>Employee Appreciation: Employee of the Quarter Program - Provide a plaque and a \$100 savings bond to an employee selected for exemplary service on a quarterly basis. To purchase service awards to be presented to employees annually based upon length of service and to provide an awards luncheon at which the awards will be presented; as well as to provide funds for invitations, printed programs, and miscellaneous supplies.</p> |
| \$ | - | 008 | <p>Workplace Violence Prevention: Provide threat assessment services and training on how to communicate if an employee is referred for violating the Workplace Violence Administrative Regulation.</p> |

Budget Objectives Form

Department: Personnel Administration
Division: Personnel Administration
Dept #: 06
Division #: 417

- \$ - 009 **Police Alcohol and Drug Testing Program:** Contract with a third party administrator to perform random, post accident, promotion, transfer, and reasonable suspicion selection and testing of police bargaining unit members in accordance with the 2005-2008 collective bargaining agreement, and to educate bargaining unit members on the use and abuse of drugs/controlled substances and alcohol.
- \$ - 010 **Supervisory Training** (max. 25 employees per 1 day session)
- \$ 1,200 011 **Wellness Program:** Community event registrations, t-shirts, supplies, health risk assessments, nutrition/health screenings and seminars.

POLICE

Divisions:

Administrative & Support Services

Chief's Office

Community Policing

Investigative

Patrol



Budget Summary Form

Department: Police

Dept. #: 08

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	17,813,997	17,696,438	16,656,272	17,782,454
Operating Expenses	2,529,790	2,941,471	3,115,238	3,066,665
Internal Services	1,307,660	1,732,104	1,726,673	2,372,483
Operating Budget	<u>21,651,447</u>	<u>22,370,013</u>	<u>21,498,183</u>	<u>23,221,602</u>
Capital Outlay	60,613	130,268	56,055	124,213
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	540,147	770,192	766,589	823,515
Total Budget	<u><u>22,252,207</u></u>	<u><u>23,270,473</u></u>	<u><u>22,320,827</u></u>	<u><u>24,169,330</u></u>

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Police Chief	41	1
Assistant Police Chief	39	2
Police Major	36	5
Police Commander	35	5
Police Administrator	31	1
Police Sergeant	31S	17
Police Executive Assistant	32	1
Police Officer	28O	92
Executive Secretary	27	1
Grants Writer	25	1
Administrative Coordinator	22	1
Crime Scene Technician	22	3
Crisis Intervention Specialist	21	1
Police Records Supervisor	25	1
Police Communications Supervisor	25	1
Code Compliance Officer	23	1
Crime Analyst	20	1
Police Communications Operator	19	12
Administrative Specialist	18	1
Citizens' Crime Watch Coordinator	18	1
Quartermaster	20	1
Public Service Aide	17	4
Records Technician	16	4
Clerical Technician	16	3
Total # of Full-Time Employees		<u><u>161</u></u>

2012-13 Operating Budget:	23,221,602
2011-12 Operating Budget:	<u>22,370,013</u>
Dollar Change:	<u>851,589</u>
Percentage Change:	3.81%

2012-13 Personnel - F.T.E's:	165.49
2011-12 Personnel - F.T.E's:	<u>163.49</u>
Personnel Change:	<u>2.00</u>

Budget Summary Form

Department: Police
Division: Administrative & Support Svcs.
Dept / Division #: 08 / 435

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	2,224,806	2,206,204	2,093,424	2,050,595
Operating Expenses	1,135,971	1,197,554	1,362,589	1,133,507
Internal Services	68,320	114,535	109,104	147,972
Operating Budget	<u>3,429,097</u>	<u>3,518,293</u>	<u>3,565,117</u>	<u>3,332,074</u>
Capital Outlay	60,613	130,268	56,055	124,213
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	67,673	98,412	94,809	93,456
Total Budget	<u>3,557,383</u>	<u>3,746,973</u>	<u>3,715,981</u>	<u>3,549,743</u>

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Police Major	36	2
Police Commander	35	0
Police Administrator	31	1
Police Officer	280	2
Grants Writer	25	1
Training Specialist	24	0
Police Records Supervisor	21	1
Police Communications Supervisor	21	1
Police Communications Operator	19	12
Quartermaster	18	1
Maintenance Mechanic	18	1
Records Technician	16	4
Clerical Technician	16	1
Total # of Full-Time Employees		<u>27</u>

2012-13 Operating Budget: 3,332,074
2011-12 Operating Budget: 3,518,293
Dollar Change: (186,219)
Percentage Change: -5.29%

2012-13 Personnel - F.T.E's: 28.90
2011-12 Personnel - F.T.E's: 28.90
Personnel Change: 0.00

Budget Objectives Form

Department: Police
Division: Administrative & Support Svcs.
Dept #: 8
Division #: 435

Objective:

\$ 3,549,743 To provide efficient and effective services in the following areas: police records management functions; purchasing operations; data processing; property and evidence control; personnel selection and development; budget preparation; accreditation; internal affairs investigations; and building maintenance.

ACTIVITIES:

\$ 470,011 001 **Administration:** Provides management and supervision of the various units within this Division; provides planning and research functions and completes special projects for the Chief's Office; administers department grants, off-duty police work services, department budget, and purchasing operations; conducts internal affairs investigations and prepares written reports of the findings.

\$ 1,318,331 002 **Communications:** Responsible for dispatching police officers to emergencies and to residents requesting police assistance; FCIC/NCIC inquiries and entries; assigning case numbers; and providing important information to officers on patrol.

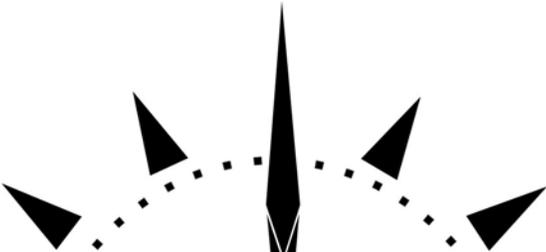
\$ 719,709 003 **Records/ID Bureau:** Responsible for processing, data entry, and archiving of all police reports and citations into the automated police records management system; provides copies of police reports/documents and statistical information to police personnel, City officials, and the public; operates the ID Bureau by photographing and fingerprinting arrestees; processes subpoenas served on police personnel.

\$ - 004 **Accreditation Unit:** Responsible for maintaining an accredited status from the Commission for Florida Law Enforcement Accreditation, Inc., and for the continuous evaluation and implementation of department policies and directives. Reaccreditation will be sought every three years.

Budget Objectives Form

Department:	Police
Division:	Administrative & Support Svcs.
Dept #:	8
Division #:	435

- | | | |
|------------|-----|---|
| \$ 324,680 | 005 | Human Resources and Career Development: Provides and coordinates training of department personnel; responsible for personnel recruitment, background investigations, personnel selection, and training of new personnel. |
| \$ 189,064 | 006 | Quartermaster: Orders and issues all uniforms, equipment, and supplies to department personnel; handles the Property Room operations by maintaining an inventory of presently-held property to enable disposal of closed cases, processing incoming property, and facilitating the disposal of unclaimed property as appropriate; stores and issues department-issued firearms and supplies and ensures firearms in evidence are processed under Miami-Dade Police Department's "Drug Fire" Program. |
| \$ 491,805 | 007 | Building Operations and Maintenance: Provides a full-time maintenance mechanic, building service contracts, utility fees, and the equipment/supplies required to operate and maintain the police facility. |
| \$ 36,143 | 008 | Lobby Receptionists: Operation of the switchboard and staffing the reception desk in the lobby on the first floor of the police building by three part-time receptionists. |
| \$ - | 009 | Vehicle: Maintenance and replacement |



NORTH MIAMI
F L O R I D A

Budget Summary Form

Department: Police
Division: Chief's Office
Dept / Division #: 08 / 423

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	550,926	604,032	607,169	705,385
Operating Expenses	12,364	12,589	12,949	16,914
Internal Services	27,908	38,918	38,918	61,400
Operating Budget	591,198	655,539	659,036	783,699
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	17,088	29,441	29,441	36,706
Total Budget	608,286	684,980	688,477	820,405

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Police Chief	41	1
Assistant Police Chief	39	2
Police Executive Assistant	32	1
Executive Secretary	27	1

Total # of Full-Time Employees 5

2012-13 Operating Budget: 783,699
2011-12 Operating Budget: 655,539
Dollar Change: 128,160
Percentage Change: 19.55%

2012-13 Personnel - F.T.E's: 5.00
2011-12 Personnel - F.T.E's: 4.00
Personnel Change: 1.00

Budget Objectives Form

Department: Police
Division: Chief's Office
Dept. #: 08
Division #: 423

Objective:

\$ 820,405 To manage and direct all Police Department operations in compliance with the City of North Miami Ordinances, Miami-Dade Ordinances, Florida Statutes and certain federal laws requiring enforcement of law and order, as well as the protection of life and property.

ACTIVITIES:

\$ 820,405 001

Chief's Office: Provides administrative and support personnel to insure responsibilities of the Chief of Police are fulfilled. The Assistant Chief is assigned responsibilities for all operational units - Patrol, Community Policing Divisions, the Investigative and Administrative and Support Services Divisions.

Budget Summary Form

Department: Police
Division: Community Policing
Dept / Division #: 08 / 426

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	2,436,687	2,479,595	2,652,229	2,405,607
Operating Expenses	985,197	1,276,502	1,298,404	1,452,488
Internal Services	222,607	283,663	283,663	391,862
Operating Budget	3,644,491	4,039,760	4,234,296	4,249,957
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	81,756	112,350	112,350	117,293
Total Budget	3,726,247	4,152,110	4,346,646	4,367,250

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Police Major	36	1
Police Commander	35	1
Police Sergeant	31S	4
Police Officer	28O	11
Code Compliance Officer	23	1
Administrative Specialist	18	1
Citizens Crime Watch Coordinator	18	1
Clerical Technician	16	1
Total # of Full-Time Employees		21

2012-13 Operating Budget: 4,249,957
2011-12 Operating Budget: 4,039,760
Dollar Change: 210,197
Percentage Change: 5.20%

2012-13 Personnel - F.T.E's: 21.59
2011-12 Personnel - F.T.E's: 24.59
Personnel Change: -3.00

Budget Objectives Form

Department:	Police
Division:	Community Policing
Dept #:	08
Division #:	426

Objective:

\$ 4,371,280 To provide specialized police and public services and police/community relations designed to enhance the overall quality of life of residents pertaining to: community and school programs; traffic enforcement; safety and law enforcement on City waterways; safety and maintenance of order in City parks; school crossing guards; enforcement of City zoning ordinances; and the continuing participation in the Police Explorer Program and the Police Athletic League.

ACTIVITIES:

\$ 434,207 001 **Administration:** Provides management and supervision of the diverse functions of this Division and is responsible for designing, implementing, and coordinating innovative enforcement and public service activities.

\$ 833,556 002 **Community Services Unit:** Provides the department with specialized patrol officers to maintain an ongoing awareness of community needs and concerns and to provide appropriate police responses resulting in such projects as the Neighborhood Mobile Patrol, Crime Prevention Program, and the Citizens' Police Academy.

\$ 2,260,130 003 **Traffic Unit:** Provides the department with specialized patrol officers who are highly trained in traffic investigations, both vehicular and pedestrian. These officers reduce accidents through the selective enforcement of traffic laws; the investigation of hit-and-run accidents; the placement of the speed monitoring unit at locations with numerous speeding violations; and the review of department accident reports prior to submission to the State.

\$ 279,962 004 **Marine Patrol:** Patrols City waterways and enforces boating/safety regulations, deters boaters from causing high-speed wakes that damage boats and sea walls, and rescues boaters who are in distress.

Budget Objectives Form

Department:	Police
Division:	Community Policing
Dept #:	08
Division #:	426

- | | | | |
|----|---------|-----|---|
| \$ | 288,647 | 005 | <p>School Resource Officers: The COPS in School Grant provides partial funding for salaries and benefits for two police officer positions. Overtime, holiday pay, operating and capital costs are funded from the City's General Fund.</p> |
| \$ | 87,910 | 006 | <p>Citizens' Crime Watch Program: Provides funds to coordinate a Crime Watch Program and other crime prevention programs within the City. The Coordinator attends civic and neighborhood meetings, recruits residents to form crime watch groups, acts as a liaison between local merchants, area residents and the Police Department, and makes presentations to elementary, junior, and senior high school students.</p> |
| \$ | 100,070 | 007 | <p>School Crossing Guard Program: Provides School Crossing Guards at North Miami, Natural Bridge, William Jennings Bryan, Gratigny, Holy Family, and Ben Franklin elementary schools. These guards ensure that elementary school children cross streets safely while going to and from school.</p> |
| \$ | - | 008 | <p>Police Explorer Program: Provides funds to sponsor a unit of approximately thirty-six Explorers, a Boy Scouts of America program. The participants acquire some knowledge of police work, foster positive relations with police officers, and provide a needed service to the community such as crowd control at special events and home checks.</p> |
| \$ | 86,798 | 009 | <p>Animal Control: Capture and control of stray animals to ensure the safety and well-being of the residents of North Miami; collection of deceased animals to eliminate health hazards; enforcement of City Ordinances related to animals.</p> |



NORTH MIAMI
F L O R I D A

Budget Summary Form

Department: Police
Division: Investigative
Dept / Division #: 08 / 430

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	4,578,484	4,600,397	3,924,669	4,191,795
Operating Expenses	83,655	140,208	140,679	148,738
Internal Services	311,206	415,401	415,401	572,757
Operating Budget	4,973,345	5,156,006	4,480,749	4,913,290
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	146,885	197,622	197,622	212,234
Total Budget	5,120,230	5,353,628	4,678,371	5,125,524

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Police Major	36	1
Police Commander	35	1
Police Sergeant	31S	3
Police Officer	28O	24
Crime Scene Technician	22	3
Crisis Intervention Specialist	21	1
Crime Analyst	20	1
Clerical Technician	16	1

Total # of Full-Time Employees 35

2012-13 Operating Budget: 4,913,290
2011-12 Operating Budget: 5,156,006
Dollar Change: (242,716)
Percentage Change: -4.71%

2012-13 Personnel - F.T.E's: 35.00
2011-12 Personnel - F.T.E's: 38.00
Personnel Change: -3.00

Budget Objectives Form

Department:	Police
Division:	Investigative
Dept #:	08
Division #:	430

Objective:

\$ 5,125,524 To conduct criminal investigations including family violence cases; recover stolen property and vehicles; identify and apprehend criminal offenders and assist in their prosecution; recover assets in accordance with state and federal forfeiture statutes; identify and collect evidence at crime scenes; and analyze and track crime data and trends.

ACTIVITIES:

\$ 2,439,796 001 **General Investigations Unit:** Conducts criminal investigations and writes investigative reports; identifies and apprehends offenders; assists the State in the prosecution of criminal offenders; and provides support for the Uniform Patrol Division.

\$ 635,152 002 **Special Victims Unit:** Conducts investigations in cases involving domestic violence, child abuse, sex crimes involving family members, exploitation of the elderly, sexual predators, and missing persons; acts as liaison with authorities, families and schools in an effort to identify and reduce domestic-related crimes.

\$ 1,577,376 003 **Crime Suppression Team:** Conducts investigations pertaining to vice, narcotics and organized crime, and initiates asset forfeiture proceedings utilizing detectives specially trained in surveillance, infiltration, cultivation of informants, detection of narcotics and vice operations, as well as other major criminal organizations.

\$ 296,288 004 **Crime Scene Unit:** Identify, process and collect evidence at crime scenes; prepare written reports; submit evidence to the crime lab; and assist detectives in solving crimes through the use of physical evidence.

Budget Objectives Form

Department:	Police
Division:	Investigative
Dept #:	08
Division #:	430

- | | | | |
|----|--------|-----|---|
| \$ | 85,557 | 005 | <p>Crime Analysis: Analyzes crime data and other relevant information derived from crime scenes, police reports and other sources; identifies crime similarities and trends and pinpoints "hot spots" of criminal activity; prepares and distributes B.O.L.O. information and crime statistical reports.</p> |
| \$ | 91,355 | 006 | <p>Crisis Intervention Services: Provides counseling, referrals and emergency placements to victims of crimes. A specialist, trained in emergency response to crisis and who has the language skills necessary to communicate with our large Haitian community, is needed to aid investigators in the placement, counseling and rehabilitation of the family members. A grant in the amount of \$52,851 has been awarded to offset expenses.</p> |



NORTH MIAMI
F L O R I D A

Budget Summary Form

Department: Police
Division: Patrol
Dept / Division #: 08 / 425

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	8,023,094	7,806,210	7,378,781	8,429,072
Operating Expenses	312,603	314,618	300,617	315,018
Internal Services	677,619	879,587	879,587	1,198,492
Operating Budget	9,013,316	9,000,415	8,558,985	9,942,582
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	226,745	332,367	332,367	363,826
Total Budget	9,240,061	9,332,782	8,891,352	10,306,408

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Police Major	36	1
Police Commander	33	3
Police Sergeant	31S	10
Police Officer	28O	57
Administrative Coordinator	22	1
Public Service Aide	17	4

Total # of Full-Time Employees 76

2012-13 Operating Budget: 9,942,582
2011-12 Operating Budget: 9,000,415
Dollar Change: 942,167
Percentage Change: 10.47%

2012-13 Personnel - F.T.E's: 76.00
2011-12 Personnel - F.T.E's: 68.00
Personnel Change: 8.00

Budget Objectives Form

Department:	Police
Division:	Patrol
Dept. #:	08
Division #:	425

Objective:

\$ 10,022,490 To provide professional and efficient uniform police services to the City and to ensure the safety of citizens and maintenance of public order in accordance with Florida Statutes, County and City Ordinances, and Department policies.

ACTIVITIES:

\$ 9,331,579 001 **Uniform Patrol:** Protects life and property by patrolling City streets; providing traffic enforcement; responding to calls for police service; and apprehending criminal offenders.

\$ 451,061 002 **Canine Unit:** Police officers are assigned dogs that enhance the officers' ability to engage in specialized functions such as area, building and vehicle searches; tracking of suspects who are at large; as well as regular patrol duties. The canines are trained in the detection of narcotics, explosives, and incendiary devices and significantly reduce the threat posed to officers while conducting investigations.

\$ 239,850 003 **Public Service Aides:** Responsible for handling various police-related duties that do not require a sworn officer such as minor traffic accidents, parking violations, and writing routine reports.

FY13 Supplemental/CIP Request

Project Description:	Three (3) CHRP Grant Police Officers		
Department:	Police	Project #	G08Y10028
Division:	Patrol	Totals	\$264,731
Account Number:	001-08-425000-521-XXX-000	Request Type	New Request
Project Location:		Priority Level	Quality of Life

Objective:

To provide funds to hire three police officers and to pay for uniforms and required equipment.

Justification:

Additional police officers are needed to implement new programs and augment existing units. A grant from the Department of Justice, COPS Hiring Recovery Program (CHRP), totaling \$733,509 and funded through the American Recovery and Reinvestment Act (ARRA), has been awarded to offset expenses. The Police Department was awarded this grant to hire three, entry level police officers and offset the cost of salary and fringe benefits for three years. The balance of the supplemental costs and the fourth year of the grant will be funded through the City's General Revenue Fund.

Project Estimates:

Object Code	Description	Prior Years	FY 10/11	FY 11/12	FY 12/13	FY 13/14	FY 14/15	Total Estimate
101	Three Police Officers		138,216	147,891	155,286	166,155		607,548
	Vacation		5,316	5,688	5,973	6,390		23,367
	Sick Leave		6,378	6,825	7,167	7,668		28,038
104	Overtime		14,453	15,465	16,238	17,374		63,530
106	Holiday Pay		5,582	5,973	6,270	6,710		24,535
107	State Salary Incentive Pay		360	360	360	360		1,440
140	Social Security (7.65%)		11,028	11,798	12,387	13,252		48,465
141	Pension Contribution (27%)		37,318	39,930	45,970	44,862		168,080
142	Health Insurance		18,177	18,177	18,177	18,177		72,708
	Dental		450	450	450	450		1,800
	Life and AD&D		513	552	579	618		2,262
144	Workers Compensation		4,146	4,437	7,654	4,986		21,223
145	Unemployment Comp.		4,146	4,437	4,659	4,986		18,228
302	GPRS Users		1,548	1,548	1,548	1,548		6,192
308	Uniform Cleaning & Maint.		1,200	1,200	1,200	1,200		4,800
			248,831	264,731	283,918	294,736		1,092,216

Funding Source	Fund #	%	Prior Years	FY 10/11	FY 11/12	FY 12/13	FY 13/14	FY 14/15	Total Estimate
Grants	000	68%		230,817	245,670	257,025	-	-	733,512
Gen Fund	001	32%		18,014	19,061	26,893	294,736	-	358,704
		0%							-
		0%							-
Total		100%	-	248,831	264,731	283,918	294,736	-	1,092,216

Budget Office Use Only

<input type="checkbox"/>	Funded
<input type="checkbox"/>	Not Funded
<input type="checkbox"/>	Partially Funded
<input type="checkbox"/>	Pending

FY13 Operating Cost:	\$ 264,731
FY13 Capital Cost:	\$ -
Future Years' Estimated Annual Cost:	\$ 283,918

PUBLIC WORKS

Divisions:

Administration

Facility Maintenance

Street Maintenance and Construction



Budget Summary Form

Department: Public Works
Dept #: 10

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	1,445,184	1,400,100	1,261,014	1,997,338
Operating Expenses	335,836	360,448	358,339	2,331,616
Internal Services	221,223	252,594	252,594	418,242
Operating Budget	<u>2,002,243</u>	<u>2,013,142</u>	<u>1,871,947</u>	<u>4,747,196</u>
Capital Outlay	30,587	50,000	50,000	200,000
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	60,506	63,418	63,418	158,692
Total Budget	<u>2,093,336</u>	<u>2,126,560</u>	<u>1,985,365</u>	<u>5,105,888</u>

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Public Works Director	41	1
Assistant Public Works Director	37	0
Streets Supervisor	25	1
Facility Maintenance Supervisor	25	1
Code Compliance Officer	23	1
Administrative Coordinator	22	1
Sanitation Coordinator	22	1
Streets Coordinator	22	1
Secretary	20	1
Trades Mechanic	20	2
Heavy Equipment Operator	20	2
Maintenance Mechanic	18	2
Motor Equipment Operator	18	1
General Maintenance Worker	15	5
Custodian	15	1

Total # of Full-Time Employees 21

2012-13 Operating Budget: 4,747,196
2011-12 Operating Budget: 2,013,142
Dollar Change: 2,734,054
Percentage Change: 135.81%

2012-13 Personnel - F.T.E's: 21.00
2011-12 Personnel - F.T.E's: 19.00
Personnel Change: 2.00



NORTH MIAMI
F L O R I D A

Budget Summary Form

Department: Public Works
Division: Administration
Dept / Division #: 10 / 443

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	427,953	365,889	349,352	901,184
Operating Expenses	6,180	7,304	7,264	1,980,920
Internal Services	18,719	17,957	17,957	95,168
Operating Budget	<u>452,852</u>	<u>391,150</u>	<u>374,573</u>	<u>2,977,272</u>
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	22,490	15,713	15,713	105,973
Total Budget	<u>475,342</u>	<u>406,863</u>	<u>390,286</u>	<u>3,083,245</u>

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Public Works Director	41	1
Code Compliance Officer	23	1
Administrative Coordinator	22	1
Sanitation Coordinator	22	1
Secretary	20	1

Total # of Full-Time Employees 5

2012-13 Operating Budget: 2,977,272
2011-12 Operating Budget: 391,150
Dollar Change: 2,586,122
Percentage Change: 661.16%

2012-13 Personnel - F.T.E's: 5.00
2011-12 Personnel - F.T.E's: 3.00
Personnel Change: 2.00

Budget Objectives Form

Department:	Public Works
Division:	Administration
Dept #:	10
Division #:	443

Objective:

\$ 3,083,245 To manage and coordinate the activities of the Public Works Department. The Department has 90 full-time employees deployed in the following divisions: Public Works Administration, Streets, Sanitation, Facility Maintenance, Water & Sewer, Stormwater, and Fleet Management.

ACTIVITIES:

\$ 400,219 001 **Public Works Administration:** Establish department goals to meet those of the City Council and the residents of North Miami; provide decision unit managers within the department with information, ideas, and support services that will enable them to operate their divisions more productively; prepare and monitor department's annual budget, as well as perform financial analysis of department budget which is approximately \$50 million in FY13 and includes two enterprise funds and one internal services fund.

\$ 4,440 002 **Vehicles Maintenance & Replacement**
Repairs and maintenance of vehicles

\$ 99,687 003 **Sanitation Code Enforcement:** Conducts residential and commercial inspections to enforce compliance with municipal codes and department rules and regulations regarding solid waste collection and disposal; issues informational material to the public on rates, fees, environmental controls, and solid waste management regulations; verifies proper licensure of private haulers operating in the City; bills, collects, and records 20% franchise fee for approximately 32 private haulers doing business within the City.

Budget Objectives Form

Department: Public Works
Division: Administration
Dept #: 10
Division #: 443

\$ 2,578,899 004

Sanitation Services: To provide residential sanitation support including pickup and disposal of garbage and trash that can be containerized, twice a week.



NORTH MIAMI
F L O R I D A

Budget Summary Form

Department: Public Works
Division: Facility Maintenance
Dept / Division #: 10 / 452

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	297,669	287,188	217,110	269,213
Operating Expenses	237,739	254,150	257,822	238,695
Internal Services	22,058	26,528	26,528	34,614
Operating Budget	557,466	567,866	501,460	542,522
Capital Outlay	6,898	0	0	150,000
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	13,670	13,933	13,933	13,275
Total Budget	578,034	581,799	515,393	705,797

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Facility Maintenance Supervisor	25	1
Trades Mechanic	20	2
Maintenance Mechanic	18	0
Custodian	15	1

Total # of Full-Time Employees 4

2012-13 Operating Budget: 542,522
2011-12 Operating Budget: 567,866
Dollar Change: (25,344)
Percentage Change: -4.46%

2012-13 Personnel - F.T.E's: 4.00
2011-12 Personnel - F.T.E's: 4.00
Personnel Change: 0.00

Budget Objectives Form

Department: Public Works
Division: Facility Maintenance
Dept #: 10
Division #: 452

Objective:

\$ 555,797 To provide facility maintenance and housekeeping services to (7) City buildings with four (4) full-time employees and a contractual janitorial service in order to ensure that residents and employees have an aesthetically pleasing and safe environment.

ACTIVITIES:

- \$ 443,174 001 **Facility Maintenance & Operation:** Perform maintenance and repairs for seven (7) City buildings: City Hall, the Motor Pool, the Water & Sewer Operations Center, the Building & Zoning Annex, the CP&D Annex, the Code Enforcement Annex, and the Library (personnel costs only provided for the Library and W&S building). Provide technical advice and support regarding the maintenance of the Police Station and MoCA buildings, when requested. Service performed include painting, carpentry work, building alterations, furniture restoration, minor electrical and plumbing repairs, ceiling repairs, as well as interior and exterior building maintenance.
- \$ 94,695 002 **Custodial Services:** Provide daily housekeeping services at four (4) facilities: City Hall, the Building & Zoning Annex, the Code Enforcement Annex, and the CP&D Annex. A custodian is present at City Hall during evening hours to oversee the contractual janitorial service and to provide additional services above the scope of the contract.
- \$ 17,928 003 **Vehicle Maintenance & Replacement**

FY13 Supplemental/CIP Request

Project Description:	Building Security System		
Department:	Public Works	Project #	
Division:	Public Works - Facility Maintenance	Totals	\$150,000
Account Number:	001-10-452000-519-605-000	Request Type	New Request
Project Location:	City Hall	Priority Level	Improvement

Objective:

Installation of a new security surveillance system with key card, remote recorder and monitoring device at City Hall

Justification:

Project Estimates:

Object Code	Description	Prior Years	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	Total Estimate
605	Security System		150,000	-	-	-	-	150,000
								-
								-
								-
								-
								-
								-
								-
Total		-	150,000	-	-	-	-	150,000

Funding Source	Fund #	% Funding	Prior Years	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	Total Estimate
Gen Fund	001	100%		150,000	-	-	-	-	150,000
									-
									-
									-
Total		100%	-	150,000	-	-	-	-	150,000

Budget Office Use Only

<input type="checkbox"/>	Funded
<input type="checkbox"/>	Not Funded
<input type="checkbox"/>	Partially Funded
<input type="checkbox"/>	Pending

FY13 Operating Cost:	\$ -
FY13 Capital Cost:	\$ 150,000
Future Years' Estimated Annual Cost:	\$ -



NORTH MIAMI
F L O R I D A

Budget Summary Form

Department: Public Works
Division: Street Maintenance & Construction
Dept / Division #: 10 / 450

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	719,562	747,023	694,552	826,941
Operating Expenses	91,917	98,994	93,253	112,001
Internal Services	180,446	208,109	208,109	288,460
Operating Budget	991,925	1,054,126	995,914	1,227,402
Capital Outlay	23,689	50,000	50,000	50,000
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	24,346	33,772	33,772	39,444
Total Budget	1,039,960	1,137,898	1,079,686	1,316,846

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Streets Supervisor	25	1
Streets Coordinator	22	1
Heavy Equipment Operator	20	2
Maintenance Mechanic	18	2
Motor Equipment Operator	18	1
General Maintenance Worker	15	5

Total # of Full-Time Employees 12

2012-13 Operating Budget: 1,227,402
2011-12 Operating Budget: 1,054,126
Dollar Change: 173,276
Percentage Change: 16.44%

2012-13 Personnel - F.T.E's: 12.00
2011-12 Personnel - F.T.E's: 12.00
Personnel Change: 0.00

Budget Objectives Form

Department:	Public Works
Division:	Street Maintenance & Construction
Dept #:	10
Divison #.:	450

Objective:

\$ 1,316,846 To maintain the City rights-of-way including streets, alleys, and sidewalks to provide safe, passable rights-of-way for City residents and visitors. To install new curbs, gutters, and sidewalks and resurface City streets and alleyways as approved annually through the budget process.

ACTIVITIES:

\$ 197,348 001 **Streets Administration:** Provide supervisory support for the Streets Division and clerical support for the Streets, Stormwater Utility and Facility Maintenance Divisions. Responsibilities include scheduling projects, communicating with vendors, coordinating and directing work crews, responding to resident complaints, inspecting work done by outside contractors and all clerical support required to maintain the divisions.

\$ 249,200 002 **Street Maintenance:** Perform general maintenance of City streets, City owned parking lots, and City owned vacant lots, as well as bridges and seawalls. This maintenance provides residents with an aesthetically pleasing and safer environment in which to live. Street banners and various decorative light pole banners are hung throughout the year. City owned lots, not under contract, are maintained and those under contract are supervised by this staff. City streets and parking lots are striped, brick pavers are repaired, and graffiti is removed from City structures.

\$ - 003 **Patching, Street Repair and Rights-of-Way Maintenance:** Maintain the City owned streets that are damaged due to City utility projects that require temporary and permanent asphalt patches. Repair all potholes that are reported and repair all damage to rights-of-way caused during City utility projects.

Budget Objectives Form

Department:	Public Works
Division:	Street Maintenance & Construction
Dept #:	10
Divison #.:	450

- | | | | |
|----|---------|-----|--|
| \$ | 219,295 | 004 | <p>Permanent Concrete Construction: Construct and maintain sidewalks, curbing and gutters, and sidewalk-to-street handicap ramps throughout the City and assist in street maintenance and other street construction projects.</p> |
|----|---------|-----|--|
- | | | | |
|----|--------|-----|--|
| \$ | 14,856 | 005 | <p>Contractual Lawn Maintenance: Provides monthly contract for mowing and cleaning services for various City-owned lots to insure that areas are maintained on a regular basis.</p> |
|----|--------|-----|--|
- | | | | |
|----|---------|-----|---|
| \$ | 336,623 | 006 | <p>Storm Drain Construction & Repair: Improves the City's stormwater drainage system through minor construction and retrofit projects that are prioritized according to the adopted Stormwater Master Plan II. Major projects will be completed by outside services.</p> |
|----|---------|-----|---|
- | | | | |
|----|--------|-----|---|
| \$ | 92,716 | 007 | <p>Commercial Corridor Improvement Program - The Clean Team - Provides funds to clean and maintain public walkways in the City's commercial corridors.</p> |
|----|--------|-----|---|
- | | | | |
|----|---------|-----|--|
| \$ | 206,808 | 008 | <p>Vehicles: Maintenance and replacement.</p> |
|----|---------|-----|--|

PURCHASING



Budget Summary Form

Department: Purchasing
Dept. / Div #: 18 / 411

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	226,970	311,661	253,563	314,931
Operating Expenses	35,926	11,523	41,370	12,063
Internal Services	6,534	14,277	14,277	19,434
Operating Budget	<u>269,430</u>	<u>337,461</u>	<u>309,210</u>	<u>346,428</u>
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	9,421	14,047	14,047	15,461
Total Budget	<u><u>278,851</u></u>	<u><u>351,508</u></u>	<u><u>323,257</u></u>	<u><u>361,889</u></u>

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Purchasing Director	37	1
Purchasing Agent	28	1
Buyer	22	1

Total # of Full-Time Employees 3

2012-13 Operating Budget: 346,428
2011-12 Operating Budget: 337,461
Dollar Change: 8,967
Percentage Change: 2.66%

2012-13 Personnel - F.T.E's: 3.00
2011-12 Personnel - F.T.E's: 3.00
Personnel Change: 0.00

Budget Objectives Form

Department: Purchasing
Division: Purchasing
Dept. #: 18
Division #: 411

Objective:

\$ 361,889 To support the City's operations with an uninterrupted flow of materials and services by promoting a sincere commitment to develop specifications and by providing customer friendly service to all departments in obtaining their requirements in the most efficient and cost-effective manner in accordance with the Purchasing Ordinance. The City's auction of surplus items is now done through an online service, and no longer requires funds to be appropriated for staff time at the auction. Instead these funds will now be appropriated for training of the purchasing staff.

ACTIVITIES:

\$ 361,889 001 **Purchasing:** Develop and provide specifications for the procurement of commodities and services for all City departments. To ascertain the best quality at the lowest price.



NORTH MIAMI
F L O R I D A

SOLID WASTE SERVICES

Divisions:

Containerized Waste

Special Collections



Budget Summary Form

Department: Public Works - Solid Waste Services
Dept #: 10

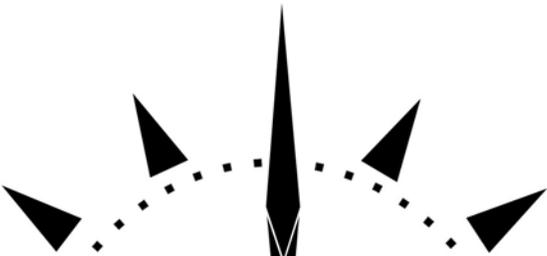
EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	1,034,700	1,077,376	732,100	0
Operating Expenses	2,571,094	2,975,802	2,529,003	0
Internal Services	363,532	408,279	408,279	0
Operating Budget	3,969,326	4,461,457	3,669,382	0
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	36,269	4,231,989	46,106	0
Total Budget	4,005,595	8,693,446	3,715,488	0

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Sanitation Superintendent	28	0
Code Enforcement Officer	23	2
Sanitation Coordinator	22	2
Heavy Equipment Operator	20	19
Refuse Collector	18	3
Clerical Technician	16	1
General Maintenance Worker	15	3

Total # of Full-Time Employees 30

2012-13 Operating Budget:	-
2011-12 Operating Budget:	4,461,457
Dollar Change:	(4,461,457)
Percentage Change:	-100.00%
2012-13 Personnel - F.T.E's:	32.18
2011-12 Personnel - F.T.E's:	32.18
Personnel Change:	0.00



NORTH MIAMI
F L O R I D A

Budget Summary Form

Department: Public Works-Solid Waste Services
Division: Containerized Waste
Dept / Division #: 10 / 690

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	1,034,700	1,077,376	732,100	0
Operating Expenses	2,571,094	2,975,802	2,529,003	0
Internal Services	363,532	408,279	408,279	0
Operating Budget	3,969,326	4,461,457	3,669,382	0
Capital Outlay	0	0	1,300	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	36,269	4,231,989	46,106	0
Total Budget	4,005,595	8,693,446	3,716,788	0

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Sanitation Superintendent	28	0
Code Enforcement Officer	23	1
Sanitation Coordinator	22	1
Heavy Equipment Operator	20	10
Refuse Collector	18	2
Clerical Technician	16	0

14

2012-13 Operating Budget:	-
2011-12 Operating Budget:	4,461,457
Dollar Change:	(4,461,457)
Percentage Change:	0.00%
2012-13 Personnel - F.T.E's:	14.00
2011-12 Personnel - F.T.E's:	14.00
Personnel Change:	0.00

Budget Objectives Form

Department: Public Works-Solid Waste Services
Division: Containerized Waste
Dept. #: 10
Division #: 690

Objective:

\$ - To provide residential sanitation services including pickup and disposal of garbage and trash that can be containerized, twice a week and to provide enforcement of City codes related to garbage and trash as well as rules and regulations regarding solid waste collection and disposal within the City. To provide funds to cover indirect costs and emergency reserves and to reimburse the General Fund for services provided by General Fund departments in support of the Sanitation Division.

ACTIVITIES:

\$ - 001 **Curbside Residential Pickup:** Provides curbside collection of containerized garbage through the automated system for approximately 9,700 residential living units in the City of North Miami as an essential public health service. Waste is disposed of pursuant to applicable laws. Backyard service is provided to handicapped individuals and approximately thirty-two (32) residents who pay an annual service charge of \$150.

\$ - 002 **Multi-Family Residential Pickup:** Provides collection of garbage and trash for 249 multi-family buildings that represent approximately 2,400 units as an essential public health service. Waste is disposed of pursuant to applicable laws.

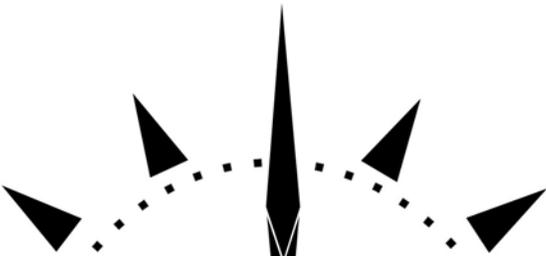
\$ - 003 **Sanitation Code Enforcement:** Conducts residential and commercial inspections to enforce compliance with municipal codes and department rules and regulations regarding solid waste collection and disposal; issues informational material to the public on rates, fees, environmental controls, and solid waste management regulations; verifies proper licensure of private haulers operating in the City; bills, collects, and records 20% franchise fee for approximately 32 private haulers doing business within the City.

Budget Objectives Form

Department:	Public Works-Solid Waste Services
Division:	Containerized Waste
Dept. #:	<u>10</u>
Division #:	<u>690</u>

\$ - 004 **Indirect Expenses and Reserves:** Provides Unemployment Compensation, payment of the Solid Waste Services Fund's prorata share of the FY11 debt services on the 2010 Pension Obligation Bonds, maintains a fully funded reserve for the Fund's liability for payment of accrued benefits and maintains Operating and long term reserves.

\$ - 005 **Interfund Transfers:** Provides reimbursement to the General Fund for various services provided by that Fund in support of the Solid Waste Services Fund including: legal services, auditing services, sanitation billing services, centralized information processing services, services of the Legislative body, City Manager, City Clerk, Budget Office, Finance staff, Personnel staff, and support of the Public Works Department. Additionally, funds are included for employee training, return to work physicals, "Full Cost of Solid Waste Services" advertisement, and Hepatitis B vaccinations for new hires. An "In Lieu of Taxes" payment to the General Fund is included for funds the General Fund would have received if the Sanitation Division were a private entity.



NORTH MIAMI
F L O R I D A

Budget Summary Form

Department: Public Works-Solid Waste Services
Division: Special Collections
Dept / Division #: 10 / 691

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	764,074	981,327	592,308	0
Operating Expenses	670,245	408,631	389,992	0
Internal Services	219,807	255,774	255,774	0
Operating Budget	1,654,126	1,645,732	1,238,074	0
Capital Outlay	-56	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	29,070	43,227	951,691	0
Total Budget	1,683,140	1,688,959	2,189,765	0

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Code Enforcement Officer	23	1
Sanitation Coordinator	22	1
Heavy Equipment Operator	20	10
Refuse Collector	18	1
General Maintenance Worker	15	3

Total # of Full-Time Employees 16

2012-13 Operating Budget: -
2011-12 Operating Budget: 1,645,732
Dollar Change: (1,645,732)
Percentage Change: -100.00%

2012-13 Personnel - F.T.E's: 15.73
2011-12 Personnel - F.T.E's: 15.73
Personnel Change: 0.00

Budget Objectives Form

Department: Public Works-Solid Waste Services
Division: Special Collections
Dept. #: 10
Division #: 691

Objective:

\$ - To collect and dispose of refuse which cannot be containerized due to its size such as tree trimmings, durable goods, tires, and other items. To capture and control stray animals, as well as collect and dispose of deceased animals. To provide clean up of graffiti, shopping carts, illegally disposed of tires and trash pickup at City bus stops. To provide residential curbside collection of recyclable materials including aluminum, plastics, newspapers and glass from recycle bins on a regularly scheduled route once per week with the exception of designated holidays.

ACTIVITIES:

\$ - 001 **Special Trash Collection:** Provides residents with weekly curbside trash removal of up to six (6) cubic yards of trash and other bulky items including household appliances. Trash in excess of six (6) cubic yards is removed at a charge of fifteen dollars (\$15) per cubic yard. Provides for contractual disposal for City owned roll-off containers from various locations, and disposal of tires collected on both private property and those illegally disposed of on City rights-of-way.

\$ - 002 **Animal Control:** Capture and control of stray animals to ensure the safety and well-being of the residents of North Miami; collection of deceased animals to eliminate health hazards; enforcement of City Ordinances related to animals.

\$ - 003 **Graffiti Control:** Responsible for graffiti control and clean up as well as collection of shopping carts, illegally disposed of tires, and trash at all City bus stops. Respond to reports of vandalism in the City right-of-way reported by residents and business owners.

\$ - 004 **Tire Disposal:** Disposal of tires collected by Sanitation crews on routes both on private property and those illegally disposed of on City rights-of-way.

Budget Objectives Form

Department: Public Works-Solid Waste Services
Division: Special Collections
Dept. #: 10
Division #: 691

\$ - 005 **Clean-up Crew:** Consists of a leased rear load garbage paker, Heavy Equipment Operator and a part time contract employee to pick up small piles behind the bulk trash crew.

\$ - 006 **Curbside Recycling Program:** Provides residential curbside collection of recyclable materials including aluminum, plastics, newspapers and glass once per week.

STORMWATER UTILITY

Divisions:

Stormwater Operation & Maintenance

Stormwater Projects

Stormwater Special Accounts



Budget Summary Form

Department: Public Works-Stormwater Utility
Dept #: 10

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	545,747	575,046	529,173	665,359
Operating Expenses	1,013,249	1,226,691	1,222,963	1,249,089
Internal Services	103,058	121,937	121,937	162,899
Operating Budget	1,662,054	1,923,674	1,874,073	2,077,347
Capital Outlay	51,166	949,771	449,771	500,000
Debt Service	441,541	438,902	438,958	440,633
Grants & Aids	0	0	0	0
Reserves & Other	18,809	1,148,231	26,628	982,730
Total Budget	2,173,570	4,460,578	2,789,430	4,000,710

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
City Engineer	33	1
Utility Superintendent	25	1
GIS Specialist	24	1
Heavy Equipment Operator	20	3
Motor Equipment Operator	18	1
Administrative Specialist	18	1
General Maintenance Worker	15	1

Total # of Full-Time Employees 9

2012-13 Operating Budget: 2,077,347
2011-12 Operating Budget: 1,923,674
Dollar Change: 153,673
Percentage Change: 7.99%

2012-13 Personnel - F.T.E's: 9.00
2011-12 Personnel - F.T.E's: 8.00
Personnel Change: 1.00

Budget Objectives Form

Department: Public Works-Stormwater Utility
Division: Stormwater Operation & Maintenance
Dept #: 10
Division #: 621

Objective:

\$ 3,500,710 To maintain the City's storm sewer system including; administrative engineering services; cleaning, removing, testing and disposing of debris from manholes, catch basins and exfiltration systems; and street sweeping services. To pay the General Fund for services rendered; and to provide the public with information regarding the functions of the utility.

ACTIVITIES:

- \$ 437,678 001 **Stormwater Engineering:** Administers environmental compliance with the NPDES permit requirements; inspects all private and public drainage projects; administers planning and design review for compliance with federal, state and county requirements as well as design permitting and project management of capital improvement drainage projects as prioritized in the adopted Stormwater Master Plan Phase II; ensures compliance with the National Flood Insurance (NFIP) community rating system program; submits grant procurement materials; and provides assistance in the design of drainage projects and maintenance of the storm sewer atlas.
- \$ 324,416 002 **Storm Drain Maintenance:** Maintains the City's stormwater system by cleaning leaves and debris from manholes, catch basins, and exfiltration systems, cleaning 31 canal ends and removing debris from the storm sewer system. Reimburses Miami-Dade County for services it provides in maintaining the City's storm sewer system.
- \$ 81,965 003 **Street Sweeping:** Cleans and maintains designated streets within the City in order to prevent debris from entering canals through drainage outlets.
- \$ 96,000 004 **Catch Basin Cleaning:** Contractual services needed to assist the Stormwater Maintenance employees with the cleaning and jetting of approximately 2,000 storm drain lines within the City.

Budget Objectives Form

Department: Public Works-Stormwater Utility
Division: Stormwater Operation & Maintenance
Dept #: 10
Division #: 621

- | | | |
|--------------|-----|---|
| \$ 25,000 | 005 | <p>Stormwater Quality Monitoring: Reimburses Miami-Dade County for water quality monitoring of 7 major outfalls. This expense is related to Phase II of the EPA National Pollutant Discharge System (NPDES) Permit. The monitoring program was renewed for an additional five years effective October 1, 2015.</p> |
| \$ 16,650 | 006 | <p>Public Awareness & Education: Provides information to the public about the consequences of contaminated stormwater runoff and the need to protect the stormwater system from illegal dumping. Provides information to the public regarding the annual City Wide Flood Plain Management brochure, the contractor's brochure and the realtor's brochure. Provides membership to the Flood Plain Manager's Association and funds to attend the annual conference for the City's designated Flood Plain Manager in order to remain abreast of current issues and regulations; provides promotional items to be handed out to students in presentations given about the utility and its functions.</p> |
| \$ 114,996 | 007 | <p>Vehicle Maintenance and Replacement: Provides funds for the daily operation, preventive maintenance, emergency repairs and replacement of vehicles.</p> |
| \$ 1,412,624 | 008 | <p>Debt Service, Insurance Costs and Reserves: Provides debt service for Storm Water Revenue Bonds, a fully funded reserve for the payment of unused vacation and sick leave payout for Stormwater employees and the Stormwater Utility Funds prorata share of the FY13 debt service on the 2010 Pension Obligation Bonds.</p> |
| \$ 991,381 | 009 | <p>Interfund Transfers: Provides reimbursement to the General Fund for various services that the Fund provides the Stormwater Utility Fund as well as an "In Lieu of Taxes" payment representing funds that the General Fund would receive if the utility were privately owned.</p> |

FY13 Supplemental/CIP Request

Project Description:	Stormwater Improvements		
Department:	Public Works - Stormwater	Project #	
Division:	Stormwater Maintenance & Operations	Totals	\$500,000
Account Number:	490-10-621000-534-620-000	Request Type	Replacement
Project Location:	Various Locations	Priority Level	Regulatory Requirement

Objective:

Funds needed to continue construction of drainage improvements as outlined in the adopted Stormwater Master Plan.

Justification:

This level provides fundings for the construction of Drainage Improvements to drainage basin as outlined in the Stormwater Master Plan. This will alleviate flooding and also address water quality needs to be in compliance with the City's NPDES Permit.

Project Estimates:

Object Code	Description	Prior Years	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	Total Estimate
620	Basin construction		500,000					500,000
								-
								-
								-
								-
								-
								-
								-
Total		-	500,000	-	-	-	-	500,000

Funding Source	Fund #	%	Prior Years	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	Total Estimate
Storm Wtr	490	100%		500,000					500,000
		0%							-
		0%							-
		0%							-
Total		100%	-	500,000	-	-	-	-	500,000

Budget Office Use Only

<input type="checkbox"/>	Funded
<input type="checkbox"/>	Not Funded
<input type="checkbox"/>	Partially Funded
<input type="checkbox"/>	Pending

FY13 Operating Cost:	\$ -
FY13 Capital Cost:	\$ 500,000
Future Years' Estimated Annual Cost:	\$ -

WATER & SEWER

Water & Sewer Utility Fund

Administration
Sewer Collection & Disposal
Special Accounts
Utility Equipment Maintenance
Water Distribution
Water Plant

Water Fire Flow Demand Fund



Budget Summary Form

Department: Public Works-Water & Sewer
Dept#: 10

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	3,508,306	3,642,337	3,398,416	3,673,284
Operating Expenses	16,412,812	17,138,098	17,051,596	17,149,466
Internal Services	449,547	533,816	416,816	710,880
Operating Budget	<u>20,370,665</u>	<u>21,314,251</u>	<u>20,866,828</u>	<u>21,533,630</u>
Capital Outlay	1,162,422	7,930,213	7,306,559	4,149,160
Debt Service	3,928,636	217,790	217,790	48,939
Grants & Aids	0	0	0	0
Reserves & Other	129,834	11,303,881	166,853	12,841,137
Total Budget	<u>25,591,557</u>	<u>40,766,135</u>	<u>28,558,030</u>	<u>38,572,866</u>

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Assistant Public Works Director	39	1
Civil Engineer	30	1
Utility Superintendent	28	1
Water Plant Superintendent	28	1
Water Plant Supervisor	25	1
Utility Supervisor	25	0
Senior Electrician	25	1
Plumber	25	1
Electrician	23	1
Utility Coordinator	22	4
Water Plant Operator	21	10
Heavy Equipment Operator	20	6
Trades Mechanic	20	6
Drafting Technician	20	0
Water Meter Technician	19	3
Electrician's Aide	18	1
Maintenance Mechanic	18	3
Motor Equipment Operator	18	1
Utility Technician	18	1
Utility Crew Leader	17	1
Clerical Technician	16	2
General Maintenance Worker	15	4
Total # of Full-Time Employees		<u>50</u>

2012-13 Operating Budget: 21,533,630
2011-12 Operating Budget: 21,314,251
Dollar Change: 219,379
Percentage Change: 1.03%

2012-13 Personnel - F.T.E's: 50.00
2011-12 Personnel - F.T.E's: 50.00
Personnel Change: 0.00

Budget Summary Form

Department: Public Works-Water & Sewer
Division: Administration
Dept / Division #: 10 / 643

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Preliminary Budget FY13	Adopted Budget FY13
Personal Services	247,012	268,757	263,287	333,082	333,082
Operating Expenses	4,387,166	4,457,515	4,478,364	4,435,416	4,435,416
Internal Services	9,477	15,033	15,033	20,580	20,580
Operating Budget	4,643,655	4,741,305	4,756,684	4,789,078	4,789,078
Capital Outlay	6,635	2,700	0	0	0
Debt Service	0	0	0	0	0
Grants & Aids	0	0	0	0	0
Reserves & Other	9,165	11,149,493	12,565	12,686,127	12,686,127
Total Budget	4,659,455	15,893,498	4,769,249	17,475,205	17,475,205

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Assistant Public Works Director	39	1
Civil Engineer	27	1
Drafting Technician	20	0
Clerical Technician	16	2

Total # of Full-Time Employees 4

2012-13 Operating Budget: 4,789,078
2011-12 Operating Budget: 4,741,305
Dollar Change: 47,773
Percentage Change: 1.01%

2012-13 Personnel - F.T.E's: 4.00
2011-12 Personnel - F.T.E's: 3.00
Personnel Change: 1.00

Budget Objectives Form

Department: Public Works-Water & Sewer
Division: Administration
Division #: 643
Objective No.: 1

Objective:

\$ 17,475,205 To provide operational, administrative, engineering, drafting and clerical support to the Water & Sewer Division of the Public Works Department.

ACTIVITIES:

- \$ 374,185 001 **Water & Sewer Administration:** Provide administrative, engineering, drafting, radio dispatch, clerical and other operational services for the Water & Sewer Division. Ensure the needs of utility customers are met in an efficient manner.
- \$ 5,000 002 **Public Relations:** Provide for public relations services, promotional expenses for Water & Sewer projects/programs and/or cost of advertisements for Water & Sewer projects/programs; insure that the Consumer Confidence Report is issued as required by the Department of Environmental Protection.
- \$ 12,678,926 003 **Reserves and Miscellaneous Expense:** Provides emergency fund reserves as well as a reserve for the payment of unused vacation and sick leave payout for Water & Sewer employees.
- \$ 73,663 004 **Water & Sewer Building Expenses:** Provides for the operation & maintenance of the Water & Sewer Operations Center including utilities, maintenance contracts, cleaning supplies and cost of operating the copier. Provides certain expenses for the maintenance of the CP&D Annex and the Building & Zoning facility.
- \$ 4,343,431 005 **Interfund Transfers:** Provides reimbursement to the General Fund for services that the fund provides the Water & Sewer Fund as well as a return on investment payment representing a rate of 6.5% of the FY10 fixed assets of the utility.

Budget Summary Form

Department: Public Works-Water & Sewer
Division: Sewer Collection & Disposal
Dept / Division #: 10 / 650

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	646,321	703,277	569,110	682,525
Operating Expenses	8,132,537	8,411,758	8,602,009	8,511,700
Internal Services	146,970	160,203	43,203	207,883
Operating Budget	8,925,828	9,275,238	9,214,322	9,402,108
Capital Outlay	874,786	1,887,036	1,720,490	100,000
Debt Service	3,928,636	217,790	217,790	48,939
Grants & Aids	0	0	0	0
Reserves & Other	26,380	33,072	33,072	29,412
Total Budget	13,755,630	11,413,136	11,185,674	9,580,459

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Utility Coordinator	22	0
Heavy Equipment Operator	20	4
Trades Mechanic	20	1
Maintenance Mechanic	18	1
Motor Equipment Operator	18	1
General Maintenance Worker	15	3

Total # of Full-Time Employees 10

2012-13 Operating Budget: 9,402,108
2011-12 Operating Budget: 9,275,238
Dollar Change: 126,870
Percentage Change: 1.37%

2012-13 Personnel - F.T.E's: 10.00
2011-12 Personnel - F.T.E's: 10.00
Personnel Change: 0.00

Budget Objectives Form

Department:	Public Works-Water & Sewer
Division:	Sewer Collection & Disposal
Dept #:	10
Division #:	650

Objective:

\$ 9,580,459 To install and repair sewer mains and laterals in order to insure uninterrupted sewage flow from system users to the treatment facility; to provide for the treatment and disposal of liquid waste (sewage); and to make major repairs to sewer mains and manholes by private contractors in order to continue a multi-year program to reduce groundwater infiltration into the City's sewer system.

ACTIVITIES:

- | | | | |
|----|-----------|-----|---|
| \$ | 954,406 | 001 | Sewer Maintenance & Installation: Locates, repairs, and maintains the sewer gravity mains, sewer force mains and laterals throughout the City; installs sewer mains and laterals for new services; and handles all emergency sewer line backups and breaks. |
| \$ | 146,621 | 002 | Sewer T.V. Crew: Provides "in-house" TV monitoring of approximately 10 miles of pipes annually; cleans and seals approximately 225,000 feet of sewer lines annually; and provides continuous preventative maintenance of the sewer lines that have been sealed or replaced. |
| \$ | 8,208,516 | 003 | Sewage Disposal Fees: Provides for the treatment and disposal of liquid waste by Miami-Dade Water & Sewer Authority Department as required by state and federal law. |
| \$ | 100,000 | 004 | Cyclical Sanitary Sewer Rehabilitation: This level provides funds to implement a 20-year rehabilitation and maintenance schedule for the City's Sanitary Sewer system. The City's Sanitary Sewer System is approximately 50 yrs old, therefore due to the age and condition of the pipes excess groundwater infiltration is responsible for sewer backups and excessive sewage treatment charges. Implementing a 20-year rehabilitation and mainenance schedule will address these issues and reduce the treatment sewage treatment costs. |
| \$ | 170,916 | 005 | Vehicle: Repair, maintenance and replacement. |

Budget Summary Form

Department: Public Works-Water & Sewer
Division: Utility Equipment Maintenance
Dept / Division #: 10 / 644

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	688,428	692,578	651,671	658,061
Operating Expenses	279,234	335,316	362,994	298,300
Internal Services	64,610	84,850	84,850	109,112
Operating Budget	1,032,272	1,112,744	1,099,515	1,065,473
Capital Outlay	167,086	448,810	381,811	200,000
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	22,425	34,371	34,371	31,235
Total Budget	1,221,783	1,595,925	1,515,697	1,296,708

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Utility Supervisor	25	0
Senior Electrician	25	1
Electrician	23	1
Utility Coordinator	22	1
Trades Mechanic	20	3
Electrician's Aide	18	1
Maintenance Mechanic	18	2
General Maintenance Worker	15	0

Total # of Full-Time Employees **9**

2012-13 Operating Budget: 1,065,473
2011-12 Operating Budget: 1,112,744
Dollar Change: (47,271)
Percentage Change: -4.25%

2012-13 Personnel - F.T.E's: 9.00
2011-12 Personnel - F.T.E's: 11.00
Personnel Change: -2.00

Budget Objectives Form

Department:	Public Works-Water & Sewer
Division:	Utility Equipment Maintenance
Dept #:	10
Division #:	644

Objective:

\$ 1,296,708 To insure compliance with State Statutes that address the health and welfare of the public, to provide around-the-clock maintenance and repairs to the equipment and electrical systems required to run the 47 sewage pump stations and the water treatment plant that provide services to the City's customers.

ACTIVITIES:

- | | | | |
|----|---------|-----|---|
| \$ | 748,836 | 001 | <p>Lift Station Maintenance and Capital Improvements: Operate and maintain 47 sewer pumping stations, which collect and transport wastewater from customers to a treatment facility, and 8 raw water wells, which supply ground water to the Water Plant for treatment and distribution. Repair and replace all water and sewer pumps, repair sewer pipes going in and out of lift stations, deodorize and degrease lift stations, perform some general welding work, and perform all major upgrades to lift stations as needed.</p> |
| \$ | 278,020 | 002 | <p>Electrical Services: Install, maintain, and repair all electrical equipment at the Water Plant, eight raw water wells, and 47 sewer pumping stations to ensure their proper operation. Provide electrical services to other departments for maintenance and capital projects.</p> |
| \$ | 200,000 | 003 | <p>Lift Station Rehabilitation: The City's Sanitary Lift Stations are dated and in poor condition. The risks of leakage and contamination is a large concern, as well as the cost of remediation and clean-up. The City needs to protect our facilities and the surrounding residents in the areas of the Lift Stations. A 20-year revitalizing and maintenance schedule has been developed to proactively address these and other possible risks.</p> |
| \$ | 69,852 | 004 | <p>Vehicle: Repair, maintenance and replacement</p> |

Budget Summary Form

Department: Public Works-Water & Sewer
Division: Water Distribution
Dept / Division #: 10 / 649

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	969,338	946,092	987,919	980,978
Operating Expenses	286,993	241,632	241,987	236,408
Internal Services	173,286	194,417	194,417	266,006
Operating Budget	1,429,617	1,382,141	1,424,323	1,483,392
Capital Outlay	72,868	952,789	567,540	349,160
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	39,039	39,287	39,187	45,791
Total Budget	1,541,524	2,374,217	2,031,050	1,878,343

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Utility Superintendent	28	1
Plumber	25	1
Utility Coordinator	22	3
Trades Mechanic	20	2
Heavy Equipment Operator	20	2
Water Meter Technician	19	1
Utility Technician	18	1
Maintenance Mechanic	18	0
Utility Crew Leader	17	1
General Maintenance Worker	15	1
Total # of Full-Time Employees		13

2012-13 Operating Budget: 1,483,392
2011-12 Operating Budget: 1,382,141
Dollar Change: 101,251
Percentage Change: 7.33%

2012-13 Personnel - F.T.E's: 13.00
2011-12 Personnel - F.T.E's: 17.00
Personnel Change: -4.00

Budget Objectives Form

Department: Public Works-Water & Sewer
Division: Water Distribution
Dept #: 10
Division #: 649

Objective:

\$ 1,878,343 To insure the satisfactory flow of fresh water from the treatment plant to customers throughout the system through aggressive repair, replacement and maintenance of water mains, water lines, and water meters, as well as installation and certification of backflow prevention devices.

ACTIVITIES:

\$ 938,245 001 **Water Distribution:** Crews install, repair, replace and maintain water meters, mains and service lines; test water meters and repair or replace defective units; install backflow prevention devices and certify proper function upon installation and on an annual basis; continue an aggressive leak detection program to maximize the water pressure customers receive and minimize water losses; and maintain an inventory of parts required to maintain the water and sewer system.

\$ 431,646 002 **Water Line Installation & Maintenance:** Crews replace 2" water lines that have deteriorated causing leaks and low water pressure to customers; replace 9,600 feet of City service lines; prepare project specifications and monitor replacement of 8" water lines by private contractor; install additional and replacement fire hydrants; and assist the Water Distribution crew with performing leak detection, replacing dead meters and making repairs determined through the leak detection process.

\$ 300,000 003 **Cyclical Water Line Replacement:** This level will fund a 30-year replacement schedule to replace water lines through the City of North Miami. The City has always budgeted funding to repair, replace and maintain water meters, mains and service lines; test water meters and repair or replace defective units; install backflow prevention devices and certify proper function upon installation and on an annual basis. However, due to increasing number of repairs and defective units a 30-year schedule will be implemented to replace water lines throughout the City. Current funding for service lines will remain in place for emergency repairs this will be supplement funding for annual line replacement.

\$ 208,452 004 **Vehicle:** Maintenance and repairs.

Budget Summary Form

Department: Public Works-Water & Sewer
Division: Water Plant
Dept / Division #: 10 / 646

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	957,207	1,031,633	926,429	1,018,638
Materials, Supplies & Services	3,326,882	3,691,877	3,366,242	3,667,642
Internal Services	55,204	79,313	79,313	107,299
Operating Budget	4,339,293	4,802,823	4,371,984	4,793,579
Capital Outlay	41,047	4,638,878	4,636,718	3,500,000
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Non-Operating	32,825	47,658	47,658	48,572
Total Budget	4,413,165	9,489,359	9,056,360	8,342,151

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Water Plant Superintendent	28	1
Water Plant Supervisor	25	1
Utility Coordinator	22	0
Water Plant Operator	21	10
Water Meter Technician	19	2

Total # of Full-Time Employees 14

2012-13 Operating Budget: 4,793,579
2011-12 Operating Budget: 4,802,823
Dollar Change: (9,244)
Percentage Change: -0.19%

2012-13 Personnel - F.T.E's: 14.00
2011-12 Personnel - F.T.E's: 14.00
Personnel Change: 0.00

Budget Objectives Form

Department: Public Works-Water & Sewer
Division: Water Plant
Dept. #: 10
Division #: 646

Objective:

\$ 4,842,151 To provide potable and pleasant tasting water to all customers of the City's utility by producing and treating approximately 8.5 million gallons of water daily at the City's Winson Water Plant at Sunkist Grove and purchasing approximately 4.76 million gallons of supplemental water daily from Miami-Dade County.

ACTIVITIES:

\$ 2,331,445 001 **Water Plant Operation:** Provides for the pumping and treatment of raw water, and distribution of potable water meeting all state and federal requirements to system users; monitors all City lift stations and wells via telemetry; and handles all calls for service after normal hours.

\$ 2,464,458 002 **Water Purchased For Resale:** Provides for the purchase of approximately 4.76 million gallons of water per day from Miami-Dade Water & Sewer Authority to supplement the City's water supply in order that all customers are served. The Winson Water Plant at Sunkist Grove produces approximately 8.5 MGD of potable water; the system requires almost 13.26.

\$ 46,248 003 **Vehicle maintenance and replacement.**

FY13 Supplemental/CIP Request

Project Description:	Upgrade of Existing Lime Softening Water Plant		
Department:	Public Works - Water & Sewer	Project #	
Division:	Water Plant	Totals	\$3,500,000
Account Number:	420-10-646000-536-XXX-000	Request Type	Additional Funds
Project Location:	Water Plant	Priority Level	Critical Repairs

Objective:

To rehabilitate the existing Lime Softening Water Treatment Plant so that it operates more efficiently and complies with today standards.

Justification:

The Public works Department had Mecalf & Eddy prepare a Water Plant Feasibility Study to find out if it would be possible to upgrade the existing Lime Softening Treatment Plant and construct a reverse osmosis (RO) Treatment Plant adjacent to the existing plant and blend the water from tow different aquifers. Their findings were positive and a phased time schedulle was completed. This is the first phase of the Plant expansion: 1: Engineering and Design 2. Biscayne Well Rehab and Piping, 3. Residuals handling, 4. Building Rehab, 5. Lime plant process upgrades, 6 (1) Ground storage tank, 7. Repump facilities, 8. Transmission piping. In FY11 an OER Owner Engineer was selected to oversee the Water Plant Upgrades.

Project Estimates:

Object Code	Description	Prior Years	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	Total Estimate
699	Design	2,327,939	1,146,920					3,474,859
624	Purchase Property	8,225	800,000	393,000				1,201,225
699	Upgrades	82,776	1,053,080	7,914,495	4,750,000	6,000,000		19,800,351
704	Interest Expense							-
705	Principal Pymnt							-
699	Bond Admin. & Fees							-
699	Property Demolition		500,000					500,000
								-
Total		2,418,940	3,500,000	8,307,495	4,750,000	6,000,000	-	24,976,435

Funding Source	Fund #	%	Prior Years	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	Total Estimate
W&S	420	100%	2,418,940	3,500,000	8,307,495	4,750,000	6,000,000		24,976,435
		0%							-
		0%							-
		0%							-
Total		100%	2,418,940	3,500,000	8,307,495	4,750,000	6,000,000	-	24,976,435

Budget Office Use Only

<input type="checkbox"/>	Funded
<input type="checkbox"/>	Not Funded
<input type="checkbox"/>	Partially Funded
<input type="checkbox"/>	Pending

FY13 Operating Cost:

\$ -

FY13 Capital Cost:

\$ 3,500,000

Future Years' Estimated Annual Cost:

\$ -

Budget Summary Form

Department: Public Works - Water & Sewer
Division: Fire Flow Projects
Dept / Division #: 10 / 654

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	0	0	0	0
Operating Expenses	0	0	0	0
Internal Services	0	0	0	0
Operating Budget	0	0	0	0
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	0	985,191	0	988,610
Total Budget	0	985,191	0	988,610

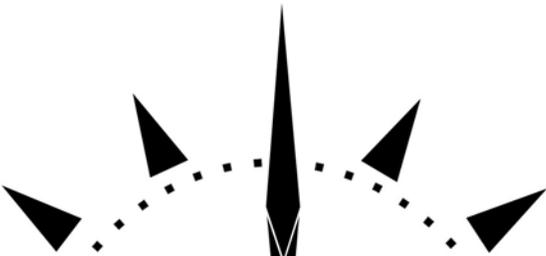
PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
None		

Total # of Full-Time Employees 0

2012-13 Operating Budget: -
2011-12 Operating Budget: -
Dollar Change: -
Percentage Change: 0.00%

2012-13 Personnel - F.T.E's: 0.00
2011-12 Personnel - F.T.E's: 0.00
Personnel Change: 0.00



NORTH MIAMI
F L O R I D A

FLEET MANAGEMENT

Motor Pool



Budget Summary Form

Department: Public Works-Fleet Management

Dept / Div #: 10 / 670

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	844,518	845,904	729,858	848,276
Operating Expenses	1,760,143	1,698,845	1,621,616	1,375,961
Internal Services	20,343	36,025	36,025	50,384
Operating Budget	<u>2,625,004</u>	<u>2,580,774</u>	<u>2,387,499</u>	<u>2,274,621</u>
Capital Outlay	29,279	19,286	12,162	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	29,329	298,314	38,779	273,091
Total Budget	<u><u>2,683,612</u></u>	<u><u>2,898,374</u></u>	<u><u>2,438,440</u></u>	<u><u>2,547,712</u></u>

PERSONAL SERVICES DETAIL:

<u>Classification</u>	<u>Salary Sch.</u>	<u># of Positions</u>
Fleet Superintendent	28	1
Fleet Supervisor	25	1
Fleet Welder	23	1
Fleet Mechanic	21	5
Storekeeper	20	1
Fleet Mechanic's Aide	18	1
Stock Clerk	17	1
Clerical Technician	16	0

Total # of Full-Time Employees 11

2012-13 Operating Budget: 2,274,621
2011-12 Operating Budget: 2,580,774
Dollar Change: (306,153)
Percentage Change: -11.86%

2012-13 Personnel - F.T.E's: 11.00
2011-12 Personnel - F.T.E's: 11.00
Personnel Change: 0.00

Budget Objectives Form

Department: Public Works-Fleet Management
Division: Motor Pool
Dept #: 10
Division # 670

Objective:

\$ 2,547,712 To maintain and repair all vehicles, moving equipment, and most small equipment owned by the City. To continue the Preventative Maintenance Program in order to reduce downtime and costly repairs. To operate and maintain a centralized fueling facility.

ACTIVITIES:

- \$ 1,177,840 001 **Payroll & Insurance:** Provides for employee benefits package for eleven (11) Motor Pool employees including; employer's portion of FICA; group health and life insurance premiums; contribution to Risk Management Fund for Workers' Compensation benefits; contribution to Pension Plan for Motor Pool employees; payment of pro rata share of pension obligation bonds; and reimbursement to State of Florida for Unemployment Benefits paid to former employees. Additionally, provides for pre-employment services needed for new hires and registration fees for local training of Motor Pool employees.
- \$ 1,212,865 002 **Vehicle Parts & Maintenance:** Maintain an inventory of vehicle parts and process approximately sixty (60) vehicle work orders weekly including; processing daily repair orders, and monitoring all computerized transactions to the Fleet Management System.
- \$ 151,235 003 **Operations & Building Support:** Provides funds for the indirect costs in support of the Motor Pool Operation and Building.
- \$ 5,772 004 **Fuel Services to other Municipalities:** Provides gasoline, diesel fuel and CNG, which are sold to the municipalities of Biscayne Park and Bay Harbor Islands that do not have their own facilities, for a fee covering the cost of fuel plus an administrative charge established by formal agreement.

RISK MANAGEMENT

Divisions:

General Liability

Workers Compensation



Budget Summary Form

Department: Risk Management Fund
Dept #: 02

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	257,435	269,150	256,104	270,432
Operating Expenses	1,784,491	1,926,924	1,802,257	2,422,012
Internal Services	2,772	3,000	3,000	3,960
Operating Budget	<u>2,044,698</u>	<u>2,199,074</u>	<u>2,061,361</u>	<u>2,696,404</u>
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	9,397	81,991	13,056	86,785
Total Budget	<u>2,054,095</u>	<u>2,281,065</u>	<u>2,074,417</u>	<u>2,783,189</u>

PERSONAL SERVICES DETAIL:

<u>Classification</u>	<u>Salary Sch.</u>	<u># of Positions</u>
Risk Manager	30	1
Safety Officer	25	1
Administrative Specialist	18	1

Total # of Full-Time Employees 3

2012-13 Operating Budget: 2,696,404
2011-12 Operating Budget: 2,199,074
Dollar Change: 497,330
Percentage Change: 22.62%

2012-13 Personnel - F.T.E's: 3.00
2011-12 Personnel - F.T.E's: 3.00
Personnel Change: 0.00

Budget Summary Form

Department: City Manager
Division: Risk Management - General Liability
Dept / Division #: 02 / 675

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	196,042	205,358	193,928	206,088
Operating Expenses	669,189	756,686	748,071	1,257,826
Internal Services	2,772	3,000	3,000	3,960
Operating Budget	868,003	965,044	944,999	1,467,874
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	7,189	79,000	10,065	83,674
Total Budget	875,192	1,044,044	955,064	1,551,548

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Risk Manager	30	1
Safety Officer	25	1
Administrative Specialist	18	0

Total # of Full-Time Employees 2

2012-13 Operating Budget: 1,467,874
2011-12 Operating Budget: 965,044
Dollar Change: 502,830
Percentage Change: 52.10%

2012-13 Personnel - F.T.E's: 2.00
2011-12 Personnel - F.T.E's: 2.00
Personnel Change: 0.00

Budget Objectives Form

Department: City Manager
Division: Risk Management - General Liability
Dept #: 02
Division #: 675

Objective:

\$ 1,551,548 To appropriately fund the self-insured general and auto liability programs, administer and promote a proactive safety program, and provide the best package of liability insurance policies, ensuring the economic viability of the self insurance program. In support of this objective, a reserve for liability claim payment will be maintained.

ACTIVITIES:

- \$ 1,439,709 001 **Risk Management Administration:** Provides for operation of the City's self insurance automobile and general liability program including administration of general liability claims; settlement of claims; mitigating and preventing claims through a pro-active safety program, enhanced by ongoing safety training classes, employee safety incentives, facility & jobsite inspections. Risk Management diligently subrogates third parties to recover funds due the City for losses where third parties are liable; obtains adequate and cost effective liability insurance coverage for various risk; and monitors these insurance policies.
- \$ 107,879 002 **Safety Program:** Promotes maintenance of a safe and healthy workplace which is supported by a comprehensive safety agenda that includes: implementation of Citywide safety policies and procedures, adoption of OSHA Standards, ongoing employee safety training, facility and job site inspections, and a safety incentive program.
- \$ 3,960 003 **Vehicle:** Maintenance and Replacement

Budget Summary Form

Department: City Manager
Division: Risk Management-Workers' Compensation
Dept / Division #: 02 / 676

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	61,393	63,792	62,176	64,344
Operating Expenses	1,115,302	1,170,238	1,054,186	1,164,186
Internal Services	0	0	0	0
Operating Budget	1,176,695	1,234,030	1,116,362	1,228,530
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	2208	2,991	2,991	3,111
Total Budget	1,178,903	1,237,021	1,119,353	1,231,641

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Administrative Specialist	18	1

Total # of Full-Time Employees 1

2012-13 Operating Budget: 1,228,530
2011-12 Operating Budget: 1,234,030
Dollar Change: (5,500)
Percentage Change: -0.45%

2012-13 Personnel - F.T.E's: 1.00
2011-12 Personnel - F.T.E's: 1.00
Personnel Change: 0.00

Budget Objectives Form

Department: City Manager
Division: Risk Management - Workers' Compensation
Dept #: 02
Division #: 676

Objective:

\$ 1,231,641

The City's Workers Compensation self-insurance program seeks to expedite the efficient delivery of disability and medical benefits to employees who are injured in the line of duty, pursuant to F.S.440. The stability of this program is maintained through the purchase of excess workers compensation insurance, and establishment of actuarially sound claim payment reserves.

ACTIVITIES:

\$ 1,231,641

001

Workers' Compensation Program: The appropriate level of service mandated by F.S. 440 is achieved through contractual work by a Third Party Administrator (TPA), a full time Administrative Specialist, and two other Risk Management team members, funded through the General Liability Program. The TPA ensures expedient and timely delivery of benefits and medical payments, enabling employees to return to work promptly. Penalties for late payment are also eliminated and compliance with all legislative changes are assured. Viability of the Workers' Compensation Self Insurance program is achieved by maintaining a moderate level of self insured retention and adequate claim payment reserves as recommended by FY10 year-end actuarial study. The purchase of excess insurance transfers the risk and insulate the City against severe or catastrophic losses arising from workers' compensation claims.



NORTH MIAMI
F L O R I D A

½ CENT TRANSPORTATION SURTAX FUND

Divisions:

Administration

½ Cent Transportation Surtax Projects



Budget Summary Form

Department: 1/2 Cent Transportation Surtax
Dept #: 09

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	409,511	442,456	389,180	371,499
Operating Expenses	1,454,097	1,491,023	1,470,816	1,576,986
Internal Services	10,591	18,049	18,049	9,112
Operating Budget	1,874,199	1,951,528	1,878,045	1,957,597
Capital Outlay	1,705,880	2,092,882	2,092,882	100,000
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	10,748	0	0	68,297
Total Budget	3,590,827	4,044,410	3,970,927	2,125,894

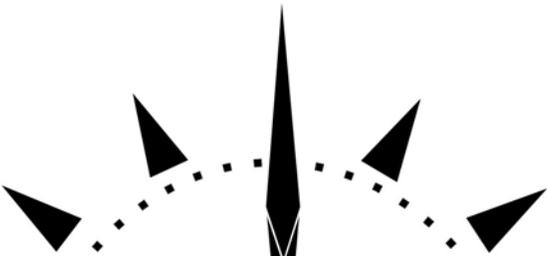
PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Transportation Planner	27	1
Heavy Equipment Operator	20	3
Motor Equipment Operator	18	1

Total # of Full-Time Employees 5

2012-13 Operating Budget: 1,957,597
2011-12 Operating Budget: 1,951,528
Dollar Change: 6,069
Percentage Change: 0.31%

2012-13 Personnel - F.T.E's: 5.00
2011-12 Personnel - F.T.E's: 5.00
Personnel Change: 0.00



NORTH MIAMI
F L O R I D A

Budget Summary Form

Department: 1/2 Cent Transportation Surtax
Division: Transportation Administration
Dept / Div #: 09 / 550

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	132,813	142,698	137,099	126,360
Operating Expenses	883,442	896,923	887,273	896,342
Internal Services	3,136	6,354	6,354	9,112
Operating Budget	1,019,391	1,045,975	1,030,726	1,031,814
Capital Outlay	0	25,000	25,000	50,000
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	0	0	0	68,297
Total Budget	1,019,391	1,070,975	1,055,726	1,150,111

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Transportation Planner	27	1

Total # of Full-Time Employees 1

2012-13 Operating Budget: 1,031,814
2011-12 Operating Budget: 1,045,975
Dollar Change: (14,161)
Percentage Change: -1.35%

2012-13 Personnel - F.T.E's: 1.00
2011-12 Personnel - F.T.E's: 1.00
Personnel Change: 0.00

Budget Objectives Form

Department:	1/2 Cent Transportation Surtax
Division:	Transportation Administration
Dept #:	09
Division #:	550

Objective:

\$ 1,057,111 To provide comprehensive professional/technical guidance, direction, and management for the City's transportation system as well as coordinate transportation related issues between the City Manager's Office, Community Planning and Development, Parks and Recreation, and Public Works.

ACTIVITIES:

- | | | |
|------------|-----|--|
| \$ 214,394 | 001 | Transportation Planner: Responsible for the administration and monitoring of all transit related programs and projects the City is involved in. Additionally, this position will develop and manage the annual operating budgets and transit related grants as well as ensure compliance with federal, state, and municipal regulatory practices. |
| \$ 683,777 | 002 | NoMi Express: Operate a transit circulator service within the City to make it easier for residents to move about on public transportation. |
| \$ 158,940 | 003 | Transportation Options Program: To provide discount bus passes on Miami-Dade County buses to increase transit ridership. |

FY13 Supplemental/CIP Request

Project Description:	Establish Bicycle Network		
Department:	Community Planning & Development	Project #	R09Y10004
Division:	Transportation Surtax	Totals	\$33,000
Account Number:	185-09-550000-541-XXX-000	Request Type	Additional Funds
Project Location:	Citywide	Priority Level	Quality of Life

Objective:

Establish, sign, and market bicycle network.

Justification:

The City has recently updated their bicycle network master plan, and embarked on a program to create or designate bicycle facilities throughout the City. This program will help make designated primary and secondary bicycle facilities safer for cyclists by installing signs, encouraging enforcement, and educating residents about how and where to safely operate a bicycle. A bicycle map will be developed showing bicycle routes and racks.

Project Estimates:

Object Code	Description	Prior Years	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	Total Estimate
312	Bicycle signage & striping	30,000	30,000	20,000	20,000	20,000	20,000	140,000
395	Bicycle education & marketing	-	3,000	3,000	3,000	3,000	3,000	15,000
								-
								-
								-
								-
								-
								-
Total		30,000	33,000	23,000	23,000	23,000	23,000	155,000

Funding Source	Fund #	%	Prior Years	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	Total Estimate
1/2-Cent	185	100%	30,000	33,000	23,000	23,000	23,000	23,000	155,000
		0%							-
		0%							-
		0%							-
Total		100%	30,000	33,000	23,000	23,000	23,000	23,000	155,000

Budget Office Use Only

<input type="checkbox"/>	Funded
<input type="checkbox"/>	Not Funded
<input type="checkbox"/>	Partially Funded
<input type="checkbox"/>	Pending

FY13 Operating Cost:	\$ 33,000
FY13 Capital Cost:	\$ -
Future Years' Estimated Annual Cost:	\$ -

FY13 Supplemental/CIP Request

Project Description:	Traffic Studies		
Department:	Community Planning & Development	Project #	R09Y10003
Division:	Transportation Surtax	Totals	\$10,000
Account Number:	185-09-550000-541-311-000	Request Type	Additional Funds
Project Location:	Citywide	Priority Level	Quality of Life

Objective:

To monitor, evaluate, and update traffic related data.

Justification:

In 2003, the City of North Miami was designated as a transportation concurrency exception area. This designation allows the City to approve developments without existing traffic capacity, but it must have in place adopted levels of service (LOS) for roadways. In order to comply with its agreement with DCA, an implementation plan is being conducted to develop a system to monitor mobility via established measures, including auto traffic, bicycle and pedestrian access, and transit. Other traffic related studies can be undertaken under this objective to determine need traffic mitigation strategies.

Project Estimates:

Object Code	Description	Prior Years	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	Total Estimate
311	Mobility monitoring	75,000	10,000	5,000	5,000	5,000	5,000	105,000
								-
								-
								-
								-
								-
								-
Total		75,000	10,000	5,000	5,000	5,000	5,000	105,000

Funding Source	Fund #	%	Prior Years	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	Total Estimate
1/2-Cent	185	100%	75,000	10,000	5,000	5,000	5,000	5,000	105,000
		0%							-
		0%							-
		0%							-
Total		100%	75,000	10,000	5,000	5,000	5,000	5,000	105,000

Budget Office Use Only

<input type="checkbox"/>	Funded
<input type="checkbox"/>	Not Funded
<input type="checkbox"/>	Partially Funded
<input type="checkbox"/>	Pending

FY13 Operating Cost:	\$ 10,000
FY13 Capital Cost:	\$ -
Future Years' Estimated Annual Cost:	\$ -

FY13 Supplemental/CIP Request

Project Description:	Install Transit Shelter		
Department:	Community Planning & Development	Project #	R09Y10001
Division:	Transportation Surtax	Totals	\$50,000
Account Number:	185-09-550000-541-608-000	Request Type	Additional Funds
Project Location:	Citywide	Priority Level	Quality of Life

Objective:

Intall and maintain bus shelters.

Justification:

Project Estimates:

Object Code	Description	Prior Years	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	Total Estimate
608	Bus shelter at Pepper Park	-	50,000	20,000	20,000	20,000	20,000	130,000
								-
								-
								-
								-
								-
								-
								-
Total		-	50,000	20,000	20,000	20,000	20,000	130,000

Funding Source	Fund #	%	Prior Years	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	Total Estimate
1/2-Cent	185	100%	-	50,000	20,000	20,000	20,000	20,000	130,000
		0%							-
		0%							-
		0%							-
Total		100%	-	50,000	20,000	20,000	20,000	20,000	130,000

Budget Office Use Only

<input type="checkbox"/>	Funded
<input type="checkbox"/>	Not Funded
<input type="checkbox"/>	Partially Funded
<input type="checkbox"/>	Pending

FY13 Operating Cost:	\$ -
FY13 Capital Cost:	\$ 50,000
Future Years' Estimated Annual Cost:	\$ -



NORTH MIAMI
F L O R I D A

Budget Summary Form

Department: 1/2 Cent Transportation Surtax
Division: Public Works Projects
Dept / Div #: 09 / 551

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	276,698	299,758	252,081	245,139
Operating Expenses	570,655	594,100	583,543	680,644
Internal Services	7,455	11,695	11,695	0
Operating Budget	854,808	905,553	847,319	925,783
Capital Outlay	1,705,880	2,067,882	2,067,882	50,000
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	10,748	0	0	0
Total Budget	2,571,436	2,973,435	2,915,201	975,783

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Heavy Equipment Operator	20	3
Motor Equipment Operator	18	1

Total # of Full-Time Employees 4

2012-13 Operating Budget: 925,783
2011-12 Operating Budget: 905,553
Dollar Change: 20,230
Percentage Change: 2.23%

2012-13 Personnel - F.T.E's: 4.00
2011-12 Personnel - F.T.E's: 4.00
Personnel Change: 0.00

FY13 Supplemental/CIP Request

Project Description:	Traffic Calming Supplies & Installation		
Department:	Public Works	Project #	r10y09014
Division:	1/2 Cent Transportation Surtax	Totals	\$20,000
Account Number:	185-09-551000-541-312-000	Request Type	Additional Funds
Project Location:	Citywide	Priority Level	Improvement

Objective:

To install traffic calming devices where necessary.

Justification:

Install traffic calming devices to make neighborhood streets safer for drivers, bicyclists and pedestrians. Based on resident requests and studies.

Project Estimates:

Object Code	Description	Prior Years	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	Total Estimate
312	Traffic Calming Device	25,000	20,000	20,000	20,000	20,000	20,000	125,000
								-
								-
								-
								-
								-
								-
Total		25,000	20,000	20,000	20,000	20,000	20,000	125,000

Funding Source	Fund #	%	Prior Years	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	Total Estimate
1/2-Cent	185	100%	25,000	20,000	20,000	20,000	20,000	20,000	125,000
		0%							-
		0%							-
		0%							-
Total		100%	25,000	20,000	20,000	20,000	20,000	20,000	125,000

Budget Office Use Only

<input type="checkbox"/>	Funded
<input type="checkbox"/>	Not Funded
<input type="checkbox"/>	Partially Funded
<input type="checkbox"/>	Pending

FY13 Operating Cost:	\$ 20,000
FY13 Capital Cost:	\$ -
Estimated Recurring Annual Cost:	\$ -

FY13 Supplemental/CIP Request

Project Description:	Sidewalk Installation and Repairs		
Department:	Public Works	Project #	R10Y10002
Division:	1/2 Cent Transportation Surtax	Totals	\$100,000
Account Number:	185-09-551000-541-334-000	Request Type	
Project Location:	Citywide	Priority Level	

Objective:

To repair sidewalks and install handicap accessible ramps throughout the City in order to improve accessibility to mass transit.

Justification:

This request provides funds to continue the maintenance of existing sidewalks throughout the City. Sidewalks are damaged by tree roots or other elemental factors. Request from residents for repairs are received on a daily basis and must be addressed in order to maintain a safe, handicap accessible sidewalk system for our residents to encourage walking, bicycling and transit.

Project Estimates:

Object Code	Description	Prior Years	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	Total Estimate
334	Install/Repair Sidewalks	236,581	100,000	100,000	100,000	100,000	100,000	736,581
								-
								-
								-
								-
								-
								-
								-
Total		236,581	100,000	100,000	100,000	100,000	100,000	736,581

Funding Source	Fund #	%	Prior Years	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	Total Estimate
1/2-Cent	185	100%	236,581	100,000	100,000	100,000	100,000	100,000	736,581
		0%							-
		0%							-
		0%							-
Total		100%	236,581	100,000	100,000	100,000	100,000	100,000	736,581

Budget Office Use Only

<input type="checkbox"/>	Funded
<input type="checkbox"/>	Not Funded
<input type="checkbox"/>	Partially Funded
<input type="checkbox"/>	Pending

FY13 Operating Cost:

FY13 Capital Cost:

Estimated Recurring Annual Cost:

\$	100,000
\$	-
\$	-

FY13 Supplemental/CIP Request

Project Description:	Street Light Utilities		
Department:	Public Works	Project #	
Division:	1/2 Cent Transportation Surtax	Totals	\$430,000
Account Number:	185-09-551000-541-317-000	Request Type	Additional Funds
Project Location:	Citywide	Priority Level	Improvement

Objective:

Payment to FPL for utility expenses related to street lighting

Justification:

Street lighting is critical to ensure the safe driving and paying the utility expense is an approved Transportation Surtax expenditure.

Project Estimates:

Object Code	Description	Prior Years	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	Total Estimate
317	Street lighting (4 accounts)	865,000	430,000	430,000	430,000	430,000	-	2,585,000
								-
								-
								-
								-
								-
								-
								-
Total		865,000	430,000	430,000	430,000	430,000	-	2,585,000

Funding Source	Fund #	%	Prior Years	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	Total Estimate
		100%	865,000	430,000	430,000	430,000	430,000		2,585,000
		0%							-
		0%							-
		0%							-
Total		100%	865,000	430,000	430,000	430,000	430,000	-	2,585,000

Budget Office Use Only

<input type="checkbox"/>	Funded
<input type="checkbox"/>	Not Funded
<input type="checkbox"/>	Partially Funded
<input type="checkbox"/>	Pending

FY13 Operating Cost:

FY13 Capital Cost:

Estimated Recurring Annual Cost:

\$	430,000
\$	-
\$	-

FY13 Supplemental/CIP Request

Project Description:	ROW Small Equipment Replacement		
Department:	Parks & Public Works - ROW only	Project #	R12Y10010
Division:	1/2 Cent Transportation Surtax	Totals	\$10,000
Account Number:	185-09-551000-541-605-000	Request Type	Replacement
Project Location:	Citywide	Priority Level	Improvement

Objective:

Funds to replace drills, safety equipment, hedge trimmers, chainsaws, edgers, mowers, and hand blowers used for right-of-way maintenance.

Justification:

These items are used daily to maintain Surtax funded projects over the years. With such usage the equipment becomes unreliable and frequently breaks down. Approximately half of funds for Parks and half for Public Works.

Project Estimates:

Object Code	Description	Prior Years	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	Total Estimate
313	ROW Maintenance Equip. - Parks	15,000	5,000	5,000	5,000	5,000	5,000	40,000
313	ROW Maintenance Equip. - P.W.	5,000	5,000	5,000	5,000	5,000	5,000	30,000
								-
								-
								-
								-
								-
								-
Total		20,000	10,000	10,000	10,000	10,000	10,000	70,000

Funding Source	Fund #	%	Prior Years	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	Total Estimate
		100%	20,000	10,000	10,000	10,000	10,000	10,000	70,000
		0%							-
		0%							-
		0%							-
Total		100%	20,000	10,000	10,000	10,000	10,000	10,000	70,000

Budget Office Use Only

<input type="checkbox"/>	Funded
<input type="checkbox"/>	Not Funded
<input type="checkbox"/>	Partially Funded
<input type="checkbox"/>	Pending

FY13 Operating Cost:

FY13 Capital Cost:

Estimated Recurring Annual Cost:

\$	10,000
\$	-
\$	-

FY13 Supplemental/CIP Request

Project Description:	Street Tree Maintenance		
Department:	Parks & Recreation	Project #	
Division:	1/2 Cent Transportation Surtax	Totals	\$80,000
Account Number:	185-09-551000-541-311-000	Request Type	Additional Funds
Project Location:	Citywide	Priority Level	Improvement

Objective:

To prune street trees to provide sign visibility and safe pedestrian and vehicle clearance over streets, sidewalks and swales.

Justification:

This level requests funds to prune street trees to provide traffic sign visibility and safe pedestrian, vehicular clearance over streets, sidewalks, and swales. City pruning crews are able to provide rapid response to emergency needs and public complaints, but are unable to keep up with the need for routine and preventative trimming and raising of the city's 18,000 plus shade trees.

Project Estimates:

Object Code	Description	Prior Years	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	Total Estimate
311	Tree Trimming	165,000	80,000	100,000	100,000	100,000	-	545,000
								-
								-
								-
								-
								-
								-
								-
Total		165,000	80,000	100,000	100,000	100,000	-	545,000

Funding Source	Fund #	%	Prior Years	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	Total Estimate
		104%	165,000	100,000	100,000	100,000	100,000		565,000
		0%							-
		0%							-
		0%							-
Total		104%	165,000	100,000	100,000	100,000	100,000	-	565,000

Budget Office Use Only

<input type="checkbox"/>	Funded
<input type="checkbox"/>	Not Funded
<input type="checkbox"/>	Partially Funded
<input type="checkbox"/>	Pending

FY13 Operating Cost:

FY13 Capital Cost:

Estimated Recurring Annual Cost:

\$	80,000
\$	-
\$	-

FY13 Supplemental/CIP Request

Project Description:	Maintenance of Surtax Projects		
Department:	Parks & Recreation	Project #	
Division:	1/2 Cent Transportation Surtax	Totals	\$20,000
Account Number:	185-09-551000-541-101-000	Request Type	Additional Funds
Project Location:	Citywide	Priority Level	Improvement

Objective:

To provide maintenance of various Surtax funded projects that include some form of landscaping.

Justification:

Many Surtax funded transportation projects included a landscaping component, such as trees, lights, and shrubs. Over the past 6 years the number of projects has accumulated to the point where a portion of time of certain Parks staff must be used to maintain the projects.

Project Estimates:

Object Code	Description	Prior Years	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	Total Estimate
101	Salary expenses (10% of various)	40,000	20,000	20,000	20,000	20,000	20,000	140,000
								-
								-
								-
								-
								-
								-
								-
Total		40,000	20,000	20,000	20,000	20,000	20,000	140,000

Funding Source	Fund #	%	Prior Years	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	Total Estimate
1/2-Cent	185	100%	40,000	20,000	20,000	20,000	20,000	20,000	140,000
		0%							-
		0%							-
		0%							-
Total		100%	40,000	20,000	20,000	20,000	20,000	20,000	140,000

Budget Office Use Only

<input type="checkbox"/>	Funded
<input type="checkbox"/>	Not Funded
<input type="checkbox"/>	Partially Funded
<input type="checkbox"/>	Pending

FY13 Operating Cost:

\$ 20,000

FY13 Capital Cost:

\$ -

Estimated Recurring Annual Cost:

\$ -

FY13 Supplemental/CIP Request

Project Description:	Roadway & Right-of-Way Improvements		
Department:	Public Works	Project #	
Division:	1/2 Cent Transportation Surtax	Totals	\$50,000
Account Number:	185-09-551000-541-618-000	Request Type	Replacement
Project Location:	Citywide	Priority Level	Critical Repairs

Objective:

Improve and maintain roadways and right-of-ways beyond minimum necessary to meet traffic engineering requirements to improve the roadway facility.

Justification:

The City, County and State will resurface roadways based on need, safety or predefined time period. However, this means the facility will only be brought to minimum standards to satisfy engineering or ADA requirements. It is in the best interest of the City to invest in improvements and maintain these improvements while work is being done. This may include landscaping, curbing, irrigation, lighting, stamped asphalt features, street furniture and drainage.

Project Estimates:

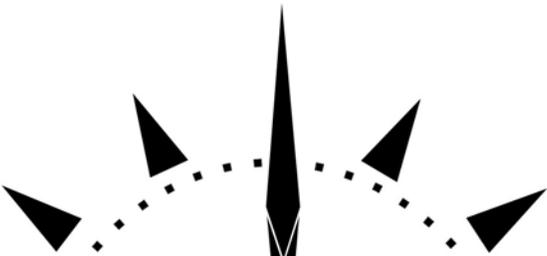
Object Code	Description	Prior Years	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	Total Estimate
619	Improvements		50,000	50,000	50,000	50,000	50,000	250,000
								-
								-
								-
								-
								-
								-
								-
Total		-	50,000	50,000	50,000	50,000	50,000	250,000

Funding Source	Fund #	% Funding	Prior Years	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	Total Estimate
1/2-Cent	185	100%		50,000	50,000	50,000	50,000	50,000	250,000
									-
									-
									-
Total		100%	-	50,000	50,000	50,000	50,000	50,000	250,000

Budget Office Use Only

<input type="checkbox"/>	Funded
<input type="checkbox"/>	Not Funded
<input type="checkbox"/>	Partially Funded
<input type="checkbox"/>	Pending

FY13 Operating Cost:	\$ -
FY13 Capital Cost:	\$ 50,000
Future Years' Estimated Annual Cost:	\$ -



NORTH MIAMI
F L O R I D A

TRANSPORTATION GAS TAX FUND

Divisions:

Transportation Gas Tax Projects



Budget Summary Form

Department: Transportation - Gas Tax
Division: Public Works Projects
Dept / Div #: 09 / 620

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	0	0	0	0
Operating Expenses	0	0	0	0
Internal Services	0	0	0	0
Operating Budget	0	0	0	0
Capital Outlay	320,419	1,325,512	1,238,611	401,793
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	0	0	0	0
Total Budget	320,419	1,325,512	1,238,611	401,793

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
None		

Total # of Full-Time Employees 0

2012-13 Operating Budget: -
2011-12 Operating Budget: -
Dollar Change: -
Percentage Change: -

2012-13 Personnel - F.T.E's: 0.00
2011-12 Personnel - F.T.E's: 0.00
Personnel Change: 0.00

FY13 Supplemental/CIP Request

Project Description:	Street Resurfacing		
Department:	Public Works		Project #
Division:	Transportation - Gas Tax		Totals
Account Number:	370-09-620000-541-618-000		\$301,793
Project Location:	Citywide		Request Type
			Replacement
			Priority Level
			Quality of Life

Objective:

Resurface streets, including milling where required, within City limits. Areas where work will be performed are determined by priority, based on the severity of damage.

Justification:

The majority of the paved streets have been resurfaced by the Streets Division in the past. Due to regular traffic use, weather conditions, etc., many of the roads are now in need of resurfacing again. A private contractor will be hired to resurface existing streets as determined by priority. In some instances, milling may be required in order to maintain existing street elevations; this is necessary to prevent stormwater runoff from flowing onto private properties and rights-of-ways.

Project Estimates:

Object Code	Description	Prior Years	FY12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	Total Estimate
618	Roadway Improvements	856,734	301,793	250,000	250,000	250,000	250,000	2,158,527
								-
								-
								-
								-
								-
								-
								-
								-
Total		856,734	301,793	250,000	250,000	250,000	250,000	2,158,527

Funding Source	Fund #	%	Prior Years	FY12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	Total Estimate
Gas Tax	370	100%	856,734	301,793	250,000	250,000	250,000	250,000	2,158,527
		0%							-
		0%							-
		0%							-
Total		100%	856,734	301,793	250,000	250,000	250,000	250,000	2,158,527

Budget Office Use Only

<input type="checkbox"/>	Funded
<input type="checkbox"/>	Not Funded
<input type="checkbox"/>	Partially Funded
<input type="checkbox"/>	Pending

FY13 Operating Cost:

FY13 Capital Cost:

Estimated Recurring Annual Cost:

\$	-
\$	301,793
\$	-

FY13 Supplemental/CIP Request

Project Description:	Repair/Improve Roadway Medians and Curbs		
Department:	Public Works	Project #	
Division:	Transportation - Gas Tax	Totals	\$100,000
Account Number:	370-09-620000-541-618-000	Request Type	Additional Funds
Project Location:	Citywide	Priority Level	Improvement

Objective:

To improve medians and curbs along roadways that have been damaged over time, or where they are needed for traffic calming and neighborhood enhancement.

Justification:

Medians and other horizontal traffic deflectors, such as traffic circles, serve an important function of calming traffic by narrowing lane widths. However they can suffer damage from cars and trucks as they impact them. These funds are made available to repair damaged curbs/medians as well as to install new ones where allowed. Targeted areas include NE 4th Avenue.

Project Estimates:

Object Code	Description	Prior Years	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	Total Estimate
618	Medians and Curbing	350,000	100,000	100,000	100,000	100,000	100,000	850,000
								-
								-
								-
								-
								-
								-
								-
Total		350,000	100,000	100,000	100,000	100,000	100,000	850,000

Funding Source	Fund #	%	Prior Years	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	Total Estimate
Gas Tax	370	100%	350,000	100,000	100,000	100,000	100,000	100,000	850,000
		0%							-
		0%							-
		0%							-
Total		100%	350,000	100,000	100,000	100,000	100,000	100,000	850,000

Budget Office Use Only

<input type="checkbox"/>	Funded
<input type="checkbox"/>	Not Funded
<input type="checkbox"/>	Partially Funded
<input type="checkbox"/>	Pending

FY13 Operating Cost:

\$ -

FY13 Capital Cost:

\$ 100,000

Estimated Recurring Annual Cost:

\$ -

C.D.B.G. ENTITLEMENT FUND

C.D.B.G Programs

C.D.B.G. Projects



Budget Summary Form

Department: C.D.B.G. Entitlement Fund
Dept #: 09

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	273,559	296,132	279,373	311,207
Operating Expenses	85,834	102,322	101,372	72,807
Internal Services	9,419	22,740	22,740	28,627
Operating Budget	368,812	421,194	403,485	412,641
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	1,202,990	870,039	869,088	1,010,712
Reserves & Other	0	0	0	0
Total Budget	1,571,802	1,291,233	1,272,573	1,423,353

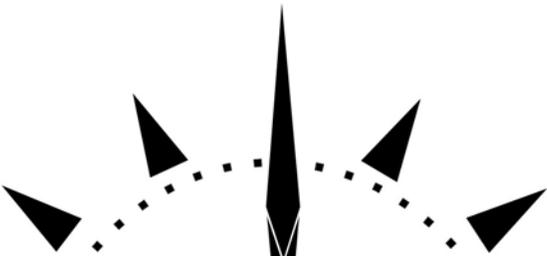
PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Housing Administrator	28	1
C.D.B.G. Hsg Compliance Officer	25	1
Housing Coordinator	22	1
Hsg Services Admin. Specialist	18	1
C.P.&D. Technician	18	0
Housing Services Aide	16	0

Total # of Full-Time Employees 4

2012-13 Operating Budget: 412,641
2011-12 Operating Budget: 421,194
Dollar Change: (8,553)
Percentage Change: -2.03%

2012-13 Personnel - F.T.E's: 4.00
2011-12 Personnel - F.T.E's: 6.00
Personnel Change: -2.00



NORTH MIAMI
F L O R I D A

Budget Summary Form

Department: C.D.B.G. Entitlement Fund
Division: C.D.B.G. Programs
Dept / Div #: 09 / 625

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	273,559	296,132	279,373	311,207
Operating Expenses	85,834	102,322	101,372	72,807
Internal Services	9,419	22,740	22,740	28,627
Operating Budget	368,812	421,194	403,485	412,641
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	1,102,990	870,039	869,088	1,010,712
Reserves & Other	0	0	0	0
Total Budget	1,471,802	1,291,233	1,272,573	1,423,353

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Housing Manager	28	1
C.D.B.G. Administrator	25	1
Housing Coordinator	22	1
Hsg Services Admin. Specialist	18	1
C.P.&D. Technician	18	0
Housing Services Aide	16	0

Total # of Full-Time Employees 4

2012-13 Operating Budget: 412,641
2011-12 Operating Budget: 421,194
Dollar Change: (8,553)
Percentage Change: -2.03%

2012-13 Personnel - F.T.E's: 4.00
2011-12 Personnel - F.T.E's: 5.00
Personnel Change: -1.00

Budget Objectives Form

Department: C.D.B.G. Entitlement
Division: C.D.B.G. Programs
Dept #: 625
Division #: 09

Objective:

\$ 1,423,353 The C.D.B.G. Action Plan was approved by City Council on July 14, 2009.

To coordinate, implement, monitor and to ensure all related HUD criteria are met, including amending the Consolidated Plan; citizen participation; fair housing; and applications for federal grants.

ACTIVITIES:

- \$ 148,713 001 **Program Administration:** This includes the services of the Housing Manager and C.D.B.G. Administrator, who provide the required technical assistance to implement the program. Funding is also included to obtain consulting services for Fair Housing activities, Consolidation Plan, and CBO monitoring.
- \$ 1,169,640 002 **Housing Rehabilitation:** This includes Housing Services Delivery Costs and offices. The Housing Coordinator assists with the implementation of the grants. The Housing Services Administrative Specialist position and Housing Services Aide are included in this objective.
- \$ 105,000 003 **Public Services:** This includes funding for a Youth Employment Training Program, North Miami Seniors Foundation Grant and grants to Community Based Organizations.
- \$ - 004 **CDBG-Recovery Grant:** One-time allocation under the American Recovery and Reinvestment Act of 2009 commonly referred to as the Stimulus program to carry out activities to stimulate economic recovery. Program was approved by City Council on May 26, 2009.

Budget Summary Form

Department: C.D.B.G. Entitlement Fund
Division: C.D.B.G. Projects
Dept / Div #: 09 / 626

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	0	0	0	0
Operating Expenses	0	0	0	0
Internal Services	0	0	0	0
Operating Budget	0	0	0	0
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	100,000	0	0	0
Reserves & Other	0	0	0	0
Total Budget	100,000	0	0	0

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
None		

Total # of Full-Time Employees 0

2012-13 Operating Budget:	-
2011-12 Operating Budget:	-
Dollar Change:	-
Percentage Change:	100%
2012-13 Personnel - F.T.E's:	0.00
2011-12 Personnel - F.T.E's:	0.00
Personnel Change:	0.00

Budget Objectives Form

Department: C.D.B.G. Entitlement
Division: C.D.B.G. Projects
Dept #: 09
Division #: 626

Objective:

\$ - To provide assistance to property owners for façade improvements to commercial buildings located in low and moderate-income areas as well as disaster recovery assistance to homeowners.

ACTIVITIES:

\$ - 001 Rehabilitate façade projects this fiscal year.

2005 DISASTER RECOVERY GRANT FUND



Budget Summary Form

Department: CP&D - 2005 Disaster Recovery Grant
Dept / Div #: 09 / 545

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	83,318	0	0	0
Operating Expenses	99,123	375	375	0
Internal Services	0	0	0	0
Operating Budget	182,440	375	375	0
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	1,565,599	3,375	57,200	0
Reserves & Other	0	0	0	0
Total Budget	1,748,040	3,750	57,575	0

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
None		

Total # of Full-Time Employees 0

2012-13 Operating Budget:	-
2011-12 Operating Budget:	375
Dollar Change:	<u>(375)</u>
Percentage Change:	-100.00%
2012-13 Personnel - F.T.E's:	0.00
2011-12 Personnel - F.T.E's:	0.00
Personnel Change:	<u>0.00</u>

Budget Objectives Form

Department: 2005 Disaster Recovery Grant
Division: 2005 Disaster Recovery Grant
Dept #: 09
Division #: 545

Objective:

\$ - To coordinate, implement, monitor and to ensure that all grant guidelines and criteria are met for the 2005 Disaster Recovery Grant.

ACTIVITIES:

\$ - 001 Program Administration: Salaries, contractual labor costs and office expenses required to provide the necessary technical assistance to operate this grant.

\$ - 002 Housing Rehabilitation Program: To include roof replacement, installation of new windows and shutters to homeowners as approved by grant agreement.

HOME INVESTMENT
PARTNERSHIP
PROGRAM FUND



Budget Summary Form

Department: CP&D - HOME Investment Partnership Program
Dept / Div #: 09

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	53,201	45,848	59,609	20,630
Operating Expenses	636	124	55,326	0
Internal Services	1,651	3,240	3,240	0
Operating Budget	<u>55,488</u>	<u>49,212</u>	<u>118,175</u>	<u>20,630</u>
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	369,570	651,231	397,120	211,794
Reserves & Other	0	0	0	0
Total Budget	<u><u>425,058</u></u>	<u><u>700,443</u></u>	<u><u>515,295</u></u>	<u><u>232,424</u></u>

PERSONAL SERVICES DETAIL:

<u>Classification</u>	<u>Salary Sch.</u>	<u># of Positions</u>
Housing Inspector	25	1

Total # of Full-Time Employees 1

2012-13 Operating Budget: 20,630
2011-12 Operating Budget: 49,212
Dollar Change: (28,582)
Percentage Change: -58.08%

2012-13 Personnel - F.T.E's: 1.00
2011-12 Personnel - F.T.E's: 1.00
Personnel Change: 0.00

Budget Summary Form

Department: Housing Investment Partnership Program
Division: Housing Investment Partnership Program
Dept / Div #: 09 / 540

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	53,201	45,848	45,848	20,630
Operating Expenses	636	124	123	0
Internal Services	1,651	3,240	3,240	0
Operating Budget	55,488	49,212	49,211	20,630
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	369,571	651,231	397,120	211,794
Reserves & Other	0	0	0	0
Total Budget	425,059	700,443	446,331	232,424

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Housing Inspector	25	1

Total # of Full-Time Employees 1

2012-13 Operating Budget: 20,630
2011-12 Operating Budget: 49,212
Dollar Change: (28,582)
Percentage Change: -58.08%

2012-13 Personnel - F.T.E's: 1.00
2011-12 Personnel - F.T.E's: 1.00
Personnel Change: 0.00

Budget Objectives Form

Department: Community Planning and Development
Division: HOME Investment Partnership Program
Dept #: 09
Division #: 540

Objective:

\$ 232,424 To expand the supply of decent, safe, sanitary and affordable housing for low and moderate-income residents tailored to meet the needs of our community for single-family rehabilitation; multi-family rehabilitation; homeownership; and new construction. To develop a fiscal partnership with a non-profit housing group, Community Housing Development Organization (CHDO), for project-specific housing activities.

ACTIVITIES:

\$ 20,630	001	Program Administration - This includes the services of one Housing Inspector
\$ 57,062	002	Community Housing Development Organization (CHDO) - To provide funding to local non-profit housing entity. Funds are for assistance to first-time homeowners for construction financing to very low, low and moderate income persons.
\$ 50,000	003	Downpayment Assistance Program to First-Time Homebuyers
\$ 100,732	004	Housing Rehabilitation Program
\$ -	005	Lead-Based Assessment and Abatement
\$ 4,000	006	Tenant Base Rent Assistance (TBRA)

Budget Summary Form

Department: Home Investment Partnership Program
Division: H.I.P.P. - Homeless Prevention Recovery Program
Dept / Div #: 09 / 541

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	8,341	13,995	13,761	0
Operating Expenses	237,107	55,203	55,203	0
Internal Services	0	0	0	0
Operating Budget	245,448	69,198	68,964	0
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	0	0	0	0
Total Budget	245,448	69,198	68,964	0

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
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Total # of Full-Time Employees 0

2012-13 Operating Budget: -
2011-12 Operating Budget: 69,198
Dollar Change: (69,198)
Percentage Change: -100.00%

2012-13 Personnel - F.T.E's: 0.00
2011-12 Personnel - F.T.E's: 0.00
Personnel Change: 0.00

Budget Objectives Form

Department: Community Planning and Development
Division: Homeless Prevention and Rapid Re-housing Program
Dept #: 09
Division #: 541

Objective:

\$ - The City is the recipient of a formula grant allocation from HUD as part of the American Recovery and Reinvestment Act of 2009. This grant is focused on housing for homeless and at-risk households. The funds are intended to assist low and very low income households at/or below 50% of the area median income. Under the HPRP - Homelessness Prevention Program, participants must be homeless or would be homeless "but for" this assistance. Temporary rent and/or utility assistance will also be provided.

ACTIVITIES:

\$ - 001 This level provides funding to assist homeless or would be homeless "but for" participants. This also includes administrative costs to operate the program.

NEIGHBORHOOD STABILIZATION PROGRAM GRANT



Budget Summary Form

Department: CP&D - Neighborhood Stabilization Program Grant
Dept / Div #: 09 / 547

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	26,099	1,595	1,400	64,590
Operating Expenses	73,783	146,195	59,430	24,778
Internal Services	0	0	0	0
Operating Budget	99,882	147,790	60,830	89,368
Capital Outlay	711,141	397,529	324,149	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	494,526
Reserves & Other	0	0	0	0
Total Budget	811,023	545,319	384,979	583,894

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
None		

Total # of Full-Time Employees 0

2012-13 Operating Budget:	89,368
2011-12 Operating Budget:	147,790
Dollar Change:	(58,422)
Percentage Change:	0.00%
2012-13 Personnel - F.T.E's:	0.00
2011-12 Personnel - F.T.E's:	0.00
Personnel Change:	0.00

Budget Objectives Form

Department: Neighborhood Stabilization Program
Division: Neighborhood Stabilization Program
Dept #: 09
Division #: 547

Objective:

\$ - To coordinate, implement, monitor and to ensure that all grant guidelines and criteria are met for the Neighborhood Stabilization Program Grant.

ACTIVITIES:

\$ - 001 Program Administration: Salaries, contractual labor costs and office expenses required to provide the necessary technical assistance to operate this grant.

\$ - 002 Renter Activities: Provides funding for the purchase and rehabilitation of foreclosed and abandoned properties for sale and/or rental to low income individuals and families.

\$ 89,368 004 Neighborhood Stabilization Program 2

STATE HOUSING INITIATIVE PARTNERSHIP FUND

Local Housing Assistance



Budget Summary Form

Department: CP&D - State Housing Initiative Program
Dept / Div #: 09 / 618

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	0	2,701	2,701	0
Operating Expenses	569	0	0	0
Internal Services	0	0	0	0
Operating Budget	569	2,701	2,701	0
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	24,980	38,510	18,500	30,744
Reserves & Other	0	0	0	0
Total Budget	25,549	41,211	21,201	30,744

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
None		

Total # of Full-Time Employees 0

2012-13 Operating Budget:	-
2011-12 Operating Budget:	2,701
Dollar Change:	(2,701)
Percentage Change:	100.00%
2012-13 Personnel - F.T.E's:	0.00
2011-12 Personnel - F.T.E's:	0.00
Personnel Change:	0.00

Budget Objectives Form

Department: State Housing Initiative Program (SHIP)
Division: Local Housing Assistance
Dept.# 09
Division #: 618

Objective:

\$ 30,744 To provide affordable housing assistance to very low, low, and moderate income residents of the City of North Miami. The Local Housing Assistance Plan was adopted by City Council on May 2008.

ACTIVITIES:

- \$ - 001 **Program Administration** - To coordinate, monitor and implement the Local Housing Assistance Program and to ensure all related SHIP criteria are met.
- \$ 30,744 002 **Home Ownership and Single-Family Rehabilitation Strategies** - To provide low and moderate income residents with emergency and quality of life assistance through rehabilitation of owner-occupied dwelling units. The Plan also includes Down Payment and/or Closing Cost Assistance for first-time homebuyers and Homebuyer Education Program.
- \$ - 003 **Reserve for Future Appropriation**

Budget Summary Form

Fund: C.R.A. Funded Projects

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	684,475	439,506	378,009	217,060
Operating Expenses	161,714	199,518	236,835	16,621
Internal Services	21,947	35,304	35,304	22,211
Operating Budget	868,136	674,328	650,148	255,892
Capital Outlay	954,071	2,687,281	2,217,661	0
Debt Service	0	0	0	0
Grants & Aids	260,950	153,700	153,700	37,600
Reserves & Other	12,655	558,050	5,992	545,494
Total Budget	<u>2,095,812</u>	<u>4,073,359</u>	<u>3,027,501</u>	<u>838,986</u>

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Economic Development Manager	30	0
Educational Curator	24	1
Code Compliance Officer	23	0
Heavy Equipment Operator	20	0
Maintenance Mechanic	18	1
General Maintenance Worker	15	1

Total # of Full-Time Employees 3

2012-13 Operating Budget:	255,892
2011-12 Operating Budget:	<u>674,328</u>
Dollar Change:	<u>(418,436)</u>
Percentage Change:	-62.05%

2012-13 Personnel - F.T.E's:	3.00
2011-12 Personnel - F.T.E's:	<u>6.00</u>
Personnel Change:	<u><u>-3.00</u></u>

Budget Summary Form

Department: CRA Funded Projects
Division: CRA - Code Compliance
Division #: 575

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	57,243	63,314	75,256	0
Operating Expenses	15	755	0	0
Internal Services	4,834	5,995	5,995	0
Operating Budget	62,092	70,064	81,251	0
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	2,644	2,644	0	0
Total Budget	64,736	72,708	81,251	0

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Code Compliance Officer	23	0

Total # of Full-Time Employees 0

2012-13 Operating Budget:	-
2011-12 Operating Budget:	70,064
Dollar Change:	(70,064)
Percentage Change:	0.00%
2012-13 Personnel - F.T.E's:	0.00
2011-12 Personnel - F.T.E's:	1.00
Personnel Change:	-1.00

Budget Summary Form

Department: C.R.A. Funded Projects
Division: C.R.A. - Community Planning & Development
Dept / Division #: 09 / 574

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	104,176	91,171	87,603	57,241
Operating Expenses	119,920	178,994	224,140	3,771
Internal Services	2,117	8,836	8,836	5,528
Operating Budget	226,213	279,001	320,579	66,540
Capital Outlay	156,461	215,800	215,800	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	0	11,321	0	2,749
Total Budget	382,674	506,122	536,379	69,289

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Economic Development Manager	30	0
Economic Development Specialist	29	0

Total # of Full-Time Employees 0

2012-13 Operating Budget: 66,540
2011-12 Operating Budget: 279,001
Dollar Change: (212,461)
Percentage Change: -76.15%

2012-13 Personnel - F.T.E's: 0.00
2011-12 Personnel - F.T.E's: 0.00
Personnel Change: 0.00

Budget Summary Form

Department: C.R.A. Funded Projects
Division: C.R.A. - General Fund - Various
Division #: 573

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	356,816	101,987	90,281	95,143
Operating Expenses	618	0	0	0
Internal Services	2,788	4,061	4,061	5,514
Operating Budget	360,222	106,048	94,342	100,657
Capital Outlay	180,148	1,092,551	1,092,551	0
Debt Service	0	0	0	0
Grants & Aids	260,950	153,700	153,700	37,600
Reserves & Other	4,019	2,850	0	4,528
Total Budget	805,339	1,355,149	1,340,593	142,785

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Educational Curator	24	1

Total # of Full-Time Employees 1

2012-13 Operating Budget: 100,657
2011-12 Operating Budget: 106,048
Dollar Change: (5,391)
Percentage Change: -5.08%

2012-13 Personnel - F.T.E's: 1.00
2011-12 Personnel - F.T.E's: 1.00
Personnel Change: 0.00

Budget Summary Form

Department: C.R.A. Funded Projects
Division: C.R.A. - Public Works Projects
Dept / Division #: 10 / 577

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	166,240	183,034	124,869	64,676
Operating Expenses	8,821	19,769	12,695	12,850
Internal Services	12,208	16,412	16,412	11,169
Operating Budget	187,269	219,215	153,976	88,695
Capital Outlay	116,496	883,504	499,399	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	5,992	5,992	5,992	4,318
Total Budget	309,757	1,108,711	659,367	93,013

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Heavy Equipment Operator	20	0
Maintenance Mechanic	18	1
General Maintenance Worker	15	1

Total # of Full-Time Employees 2

2012-13 Operating Budget: 88,695
2011-12 Operating Budget: 219,215
Dollar Change: (130,520)
Percentage Change: -60%

2012-13 Personnel - F.T.E's: 2.00
2011-12 Personnel - F.T.E's: 3.00
Personnel Change: -1.00

Budget Summary Form

Department: C.R.A. Funded Projects
Division: C.R.A. - Tax Increment Financing
Dept / Division #: 572

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	0	0	0	0
Operating Expenses	0	0	0	0
Internal Services	0	0	0	0
Operating Budget	0	0	0	0
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	0	535,243	0	533,899
Total Budget	0	535,243	0	533,899

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
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Total # of Full-Time Employees **0**

2012-13 Operating Budget:	-
2011-12 Operating Budget:	-
Dollar Change:	-
Percentage Change:	0.00%
2012-13 Personnel - F.T.E's:	0.00
2011-12 Personnel - F.T.E's:	0.00
Personnel Change:	0.00

Budget Summary Form

Fund: Development Impact Fees

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	0	0	0	0
Operating Expenses	0	0	0	0
Internal Services	0	0	0	0
Operating Budget	0	0	0	0
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	0	68,000	0	23,190
Total Budget	0	68,000	0	23,190

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
None		

Total # of Full-Time Employees 0

2012-13 Operating Budget: -
2011-12 Operating Budget: -
Dollar Change: -
Percentage Change: 0.00%

2012-13 Personnel - F.T.E's: 0.00
2011-12 Personnel - F.T.E's: 0.00
Personnel Change: 0.00

Budget Summary Form

Fund: E. May Avil Library

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	0	0	0	0
Operating Expenses	0	0	0	0
Internal Services	0	0	0	0
Operating Budget	0	0	0	0
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	0	63,693	0	43,693
Total Budget	0	63,693	0	43,693

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
None		

Total # of Full-Time Employees 0

2012-13 Operating Budget: -
 2011-12 Operating Budget: -
 Dollar Change: -
 Percentage Change: 0.00%

2012-13 Personnel - F.T.E's: 0.00
 2011-12 Personnel - F.T.E's: 0.00
 Personnel Change: 0.00

Budget Summary Form

Fund: FMLC-Series 2002A - G.O. Debt

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	0	0	0	0
Operating Expenses	0	0	0	0
Internal Services	0	0	0	0
Operating Budget	0	0	0	0
Capital Outlay	0	0	0	0
Debt Service	433,511	432,094	432,725	0
Grants & Aids	0	0	0	0
Reserves & Other	0	0	0	0
Total Budget	433,511	432,094	432,725	0

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
None		

Total # of Full-Time Employees 0

2012-13 Operating Budget: -
2011-12 Operating Budget: -
Dollar Change: -
Percentage Change: 0.00%

2012-13 Personnel - F.T.E's: 0.00
2011-12 Personnel - F.T.E's: 0.00
Personnel Change: 0.00

Budget Summary Form

Fund: Federal Forfeiture

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	0	0	0	0
Operating Expenses	0	35,000	0	0
Internal Services	0	0	0	0
Operating Budget	0	35,000	0	0
Capital Outlay	28,058	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	0	195,645	0	315,865
Total Budget	28,058	230,645	0	315,865

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
None		

Total # of Full-Time Employees 0

2012-13 Operating Budget:	-
2011-12 Operating Budget:	35,000
Dollar Change:	<u>(35,000)</u>
Percentage Change:	0.00%
2012-13 Personnel - F.T.E's:	0.00
2011-12 Personnel - F.T.E's:	0.00
Personnel Change:	<u>0.00</u>

Budget Summary Form

Fund: Justice Assistance Grant

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	0	0	0	0
Operating Expenses	26,872	111,891	65,065	0
Internal Services	0	0	0	0
Operating Budget	26,872	111,891	65,065	0
Capital Outlay	62,281	106,002	69,406	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	0	0	0	128,271
Total Budget	89,153	217,893	134,471	128,271

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
None		

Total # of Full-Time Employees 0

2012-13 Operating Budget:	-
2011-12 Operating Budget:	111,891
Dollar Change:	(111,891)
Percentage Change:	0.00%
2012-13 Personnel - F.T.E's:	0.00
2011-12 Personnel - F.T.E's:	0.00
Personnel Change:	0.00

Budget Summary Form

Fund: Landfill Closure

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	0	0	0	0
Operating Expenses	554,295	13,001,000	5,529,398	13,539,320
Internal Services	0	0	0	0
Operating Budget	554,295	13,001,000	5,529,398	13,539,320
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	0	10,824,606	0	4,955,978
Total Budget	554,295	23,825,606	5,529,398	18,495,298

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
None		

Total # of Full-Time Employees 0

2012-13 Operating Budget:	13,539,320
2011-12 Operating Budget:	13,001,000
Dollar Change:	538,320
Percentage Change:	4.14%

2012-13 Personnel - F.T.E's:	0.00
2011-12 Personnel - F.T.E's:	0.00
Personnel Change:	0.00

Budget Summary Form

Fund: Law Enforcement Trust

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	177	0	0	0
Operating Expenses	166,292	264,020	275,645	0
Internal Services	0	0	0	0
Operating Budget	166,469	264,020	275,645	0
Capital Outlay	9,932	8,000	8,000	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	0	54,905	0	527,170
Total Budget	176,400	326,925	283,645	527,170

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
None		

Total # of Full-Time Employees 0

2012-13 Operating Budget:	-
2011-12 Operating Budget:	275,645
Dollar Change:	(275,645)
Percentage Change:	0.00%
2012-13 Personnel - F.T.E's:	0.00
2011-12 Personnel - F.T.E's:	0.00
Personnel Change:	0.00

Budget Summary Form

Fund: Pension Obligation Bond

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	0	0	0	0
Operating Expenses	0	0	0	0
Internal Services	0	0	0	0
Operating Budget	0	0	0	0
Capital Outlay	0	0	0	0
Debt Service	1,329,988	1,731,363	1,731,363	1,788,375
Grants & Aids	0	0	0	0
Reserves & Other	0	0	0	0
Total Budget	<u>1,329,988</u>	<u>1,731,363</u>	<u>1,731,363</u>	<u>1,788,375</u>

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
None		

Total # of Full-Time Employees 0

2012-13 Operating Budget:	-
2011-12 Operating Budget:	<u>-</u>
Dollar Change:	<u>-</u>
Percentage Change:	<u>0.00%</u>
2012-13 Personnel - F.T.E's:	0.00
2011-12 Personnel - F.T.E's:	<u>0.00</u>
Personnel Change:	<u>0.00</u>

Budget Summary Form

Fund: Pepper Park Youth Center Fund

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY13
Personal Services	0	0	0	0
Operating Expenses	840	73,724	73,724	0
Internal Services	0	0	0	0
Operating Budget	840	73,724	73,724	0
Capital Outlay	855,043	4,518,122	4,518,122	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	0	0	0	0
Total Budget	855,883	4,591,846	4,591,846	0

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
None		

Total # of Full-Time Employees 0

2012-13 Operating Budget:	-
2011-12 Operating Budget:	73,724
Dollar Change:	(73,724)
Percentage Change:	0.00%
2012-13 Personnel - F.T.E's:	0.00
2011-12 Personnel - F.T.E's:	0.00
Personnel Change:	0.00

Budget Summary Form

Fund: Police Training

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY12
Personal Services	0	0	0	0
Operating Expenses	11,090	11,500	11,500	14,225
Internal Services	0	0	0	0
Operating Budget	11,090	11,500	11,500	14,225
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	0	0	0	0
Total Budget	11,090	11,500	11,500	14,225

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
None		

Total # of Full-Time Employees 0

2012-13 Operating Budget:	14,225
2011-12 Operating Budget:	11,500
Dollar Change:	2,725
Percentage Change:	23.70%

2012-13 Personnel - F.T.E's:	0.00
2011-12 Personnel - F.T.E's:	0.00
Personnel Change:	0.00

Budget Summary Form

Fund: Safe Neighborhood Parks

EXPENDITURE CATEGORY	Actual Expend. FY11	Amended Budget FY12	Est. Expend. FY12	Adopted Budget FY12
Personal Services	0	0	0	0
Operating Expenses	0	0	0	0
Internal Services	0	0	0	0
Operating Budget	0	0	0	0
Capital Outlay	160,628	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	0	0	0	0
Total Budget	160,628	0	0	0

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
None		

Total # of Full-Time Employees 0

2012-13 Operating Budget: -
 2011-12 Operating Budget: -
 Dollar Change: -
 Percentage Change: 0.00%

2012-13 Personnel - F.T.E's: 0.00
 2011-12 Personnel - F.T.E's: 0.00
 Personnel Change: 0.00

**CITY OF NORTH MIAMI
CAPITAL OUTLAY DETAIL
FISCAL YEAR 2012-13**

DEPARTMENT/DIVISION	DU	LEVEL	ITEM/PROJECT	Amount
GENERAL FUND				
Community Planning & Dev.	439		Bike Path	353,554
Information Technology	420		Council Chambers Audio System	23,219
Information Technology	421		Replacement Computers	49,200
Parks and Recreation	465		Rec. Facility Security Enhancements	50,000
Parks and Recreation	479		GMCC Facility Renovations	50,000
Police	435		Building Improvements	124,213
Public Works	452		City Hall Security System	150,000
TOTAL - GENERAL FUND				800,186
HALF CENT TRANSPORTATION SURTAX FUND				
Administration	550		Transit Shelter	50,000
Public Works Projects	551		Sidewalk Installation and Repairs	100,000
			Roadway & ROW Improvements	50,000
TOTAL - HALF CENT TRANSPORTATION SURTAX FUND				200,000
TRANSPORTATION GAS TAX FUND				
Public Works Projects	620		Street Resurfacing	301,793
			Roadway Medians and Curbs	100,000
TOTAL - TRANSPORTATION GAS TAX FUND				401,793
WATER & SEWER OPERATION AND MAINTENANCE FUND				
Sewer Collection & Disposal	650		Sanitary Sewer Rehabilitation	100,000
Utility Equipment Maintenance	644		Lift Station Rehabilitation	200,000
Water Plant	646		Upgrade of Existing Lime Softening Plant	3,500,000
Water Distribution	649		Water Line Replacement	300,000
TOTAL - WATER & SEWER OPERATION AND MAINTENANCE FUND				4,100,000
STORMWATER UTILITY FUND				
Operation & Maintenance	621		Construction Priorities 12 & 13	500,000
			Drainage Improvements	50,000
TOTAL - STORMWATER UTILITY FUND				550,000
TOTAL CAPITAL OUTLAY				\$ 6,051,979

City of North Miami
Classification and Pay Plan
(Classified Positions)
Effective: September 30, 2012 - September 29, 2013

Class Number	Class Title	Numerical Pay Grade	Minimum Pay Rate (Annual)	Maximum Pay Rate (Annual)
210	ACCOUNT CLERK	18	28,038	41,704
215	ACCOUNTANT (JB) (E)	24	37,814	56,305
217	ACCOUNTANT, CHIEF (JB) (E)	30	50,960	75,587
212	ACCOUNTANT, JUNIOR	21	32,448	48,505
161	ADMINISTRATIVE ASSISTANT	28	46,051	68,452
040	ADMINISTRATIVE COORDINATOR	22	34,236	50,960
104	ADMINISTRATIVE SPECIALIST	18	28,038	41,704
223	BUDGET ADMINISTRATOR (JB) (E)	28	46,051	68,452
224	BUDGET ANALYST	22	34,236	50,960
222	BUDGET DIRECTOR, ASSISTANT (ADH) (E)	32	56,305	83,428
226	BUDGET MANAGER (JB) (E)	32	56,305	83,428
423	BUILDING & ZONING COMPLIANCE ADMINISTRATOR (JB) (E)	29	48,505	72,051
415	BUILDING INSPECTOR	29	48,505	72,051
420	BUILDING OFFICIAL (JB) (E)	32	56,305	83,428
433	BUSINESS DEVELOPMENT COORDINATOR (JB) (E)	22	34,236	50,960
234	BUSINESS TAX SPECIALIST	17	26,644	39,707
130	BUYER	22	34,236	50,960
442	C.D.B.G. ADMINISTRATOR (JB) (E)	25	39,707	59,217
419	CHIEF PLANS EXAMINER (JB) (E)	31	53,580	79,435
965	CHEMIST	25	39,707	59,217
708	CITIZENS CRIME WATCH COORDINATOR	18	28,038	41,704
155	CITY CLERK, DEPUTY (ADH) (E)	32	56,305	83,428
402	CITY ENGINEER (E)	33	59,217	87,692
401	CIVIL ENGINEER (JB) (E)	27	43,867	65,270
406	CIVIL ENGINEER, SENIOR (JB) (E)	30	50,960	75,587
103	CLERICAL TECHNICIAN	16	25,417	37,814
102	CLERK	10	18,740	28,038
414	CODE ADMINISTRATOR (JB) (E)	29	48,505	72,051
416	CODE COMPLIANCE MANAGER (JB) (E)	30	50,960	75,587
410	CODE COMPLIANCE OFFICER	23	35,900	53,580
411	COMM. PLANNING & DEV. DIRECTOR, ASST. (ADH) (E)	32	56,305	83,428

ADH - Acting Department Head
E - Exempt
JB - Job Basis 2.5%

No COLA approved

City of North Miami
Classification and Pay Plan
(Classified Positions)
Effective: September 30, 2012 - September 29, 2013

Class Number	Class Title	Numerical Pay Grade	Minimum Pay Rate (Annual)	Maximum Pay Rate (Annual)
100	COMM. PLANNING & DEV. TECHNICIAN	20	30,867	46,051
172	CONSTITUENT SERVICES COORDINATOR	25	39,707	59,217
704	CRIME ANALYST	20	30,867	46,051
706	CRIME SCENE TECHNICIAN	22	34,236	50,960
709	CRISIS INTERVENTION SPECIALIST	21	32,448	48,505
530	CUSTODIAN	15	23,940	35,900
535	CUSTODIAN LEADWORKER	18	28,038	41,704
550	CUSTOMER SERVICE LIAISON (JB) (E)	24	37,814	56,305
910	CUSTOMER SERVICE REPRESENTATIVE	20	30,867	46,051
128	DATA BASE ADMINISTRATOR (JB) (E)	28	46,051	68,452
119	DATA PROCESSING ADMINISTRATOR (JB) (E)	33	59,217	87,692
403	DRAFTING TECHNICIAN	20	30,867	46,051
448	ECONOMIC DEVELOPMENT MANAGER (JB) (E)	30	50,960	75,587
444	ECONOMIC DEVELOPMENT SPECIALIST (JB) (E)	29	48,505	72,051
862	EDUCATION COORDINATOR	22	34,236	50,960
866	EDUCATION CURATOR (JB) (E)	24	37,814	56,305
630	ELECTRICIAN	23	35,900	53,580
632	ELECTRICIAN, SENIOR	25	39,707	59,217
629	ELECTRICIAN'S AIDE	18	28,038	41,704
569	EQUIPMENT MAINTENANCE SUPERVISOR	25	39,707	59,217
639	FACILITY MAINTENANCE COORDINATOR	22	34,236	50,960
640	FACILITY MAINTENANCE SUPERVISOR (JB) (E)	25	39,707	59,217
220	FINANCE DIRECTOR, ASSISTANT (ADH) (E)	32	56,305	83,428
610	FLEET MECHANIC	21	32,448	48,505
605	FLEET MECHANIC'S AIDE	18	28,038	41,704
660	FLEET SUPERINTENDENT (JB) (E)	28	46,051	68,452
615	FLEET SUPERVISOR	25	39,707	59,217
505	GENERAL MAINTENANCE WORKER	15	23,940	35,900
123	GIS SPECIALIST (JB) (E)	24	37,814	56,305
173	GOVERNMENTAL AFFAIRS MANAGER (JB) (E)	30	50,960	75,587
434	GRANTS ADMINISTRATOR (JB) (E)	27	43,867	65,270

ADH - Acting Department Head
E - Exempt
JB - Job Basis 2.5%

No COLA approved

City of North Miami
Classification and Pay Plan
(Classified Positions)
Effective: September 30, 2012 - September 29, 2013

Class Number	Class Title	Numerical Pay Grade	Minimum Pay Rate (Annual)	Maximum Pay Rate (Annual)
432	GRANTS WRITER (JB) (E)	25	39,707	59,217
440	GRAPHICS DESIGNER	21	32,448	48,505
515	HEAVY EQUIPMENT OPERATOR	20	30,867	46,051
446	HOUSING ADMINISTRATOR (JB) (E)	28	46,051	68,452
441	HOUSING COORDINATOR	22	34,236	50,960
445	HOUSING INSPECTOR	25	39,707	59,217
447	HOUSING MANAGER (JB) (E)	30	50,960	75,587
439	HOUSING SERVICES ADMINISTRATIVE SPECIALIST	18	28,038	41,704
438	HOUSING SERVICES AIDE	16	25,417	37,814
108	INFORMATION PROCESSING COORDINATOR	22	34,236	50,960
163	INFORMATION TECHNOLOGY DIRECTOR, ASST. (ADH) (E)	32	56,305	83,428
101	INTERPRETER	16	25,417	37,814
650	LEAK DETECTION TECHNICIAN	19	29,328	43,867
312	LIBRARIAN	23	35,900	53,580
305	LIBRARY AIDE I	15	23,940	35,900
310	LIBRARY AIDE II	18	28,038	41,704
315	LIBRARY DIRECTOR, ASSISTANT (ADH) (E)	32	56,305	83,428
313	LIBRARY MANAGER (JB) (E)	30	50,960	75,587
328	LIBRARY PAGE	10	18,740	28,038
835	LIFEGUARD	17	26,644	39,707
635	MAINTENANCE MECHANIC	18	28,038	41,704
905	METER READER	17	26,644	39,707
409	MINIMUM HOUSING OFFICER	23	35,900	53,580
813	MOCA ADMINISTRATOR (JB) (E)	27	43,867	65,270
824	MOCA DIRECTOR, ASSISTANT (ADH) (E)	32	56,305	83,428
510	MOTOR EQUIPMENT OPERATOR	18	28,038	41,704
129	NETWORK ADMINISTRATOR (JB) (E)	28	46,051	68,452
122	NETWORK SPECIALIST (JB) (E)	24	37,814	56,305
848	NURSERY SPECIALIST	21	32,448	48,505
857	PARKS AND RECREATION DIRECTOR, ASSISTANT (ADH) (E)	32	56,305	83,428
816	PARKS AND RECREATION SPECIALIST	21	32,448	48,505

ADH - Acting Department Head
E - Exempt
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No COLA approved

City of North Miami
Classification and Pay Plan
(Classified Positions)
Effective: September 30, 2012 - September 29, 2013

Class Number	Class Title	Numerical Pay Grade	Minimum Pay Rate (Annual)	Maximum Pay Rate (Annual)
854	PARKS COORDINATOR	22	34,236	50,960
814	PARKS NATURALIST	21	32,448	48,505
855	PARKS SPECIALIST	21	32,448	48,505
858	PARKS SUPERINTENDENT (JB) (E)	28	46,051	68,452
852	PARKS SUPERVISOR (JB) (E)	25	39,707	59,217
211	PAYROLL COORDINATOR (JB) (E)	21	32,448	48,505
216	PENSION PLAN ADMINISTRATOR (JB) (E)	26	41,704	62,212
105	PERMIT PROCESSING COORDINATOR	20	30,867	46,051
120	PERMIT PROCESSOR	18	28,038	41,704
149	PERSONNEL ADMIN. DIRECTOR, ASSISTANT (ADH) (E)	32	56,305	83,428
148	PERSONNEL ADMINISTRATOR (JB) (E)	28	46,051	68,452
145	PERSONNEL SPECIALIST (JB) (E)	24	37,814	56,305
435	PLANNER (JB) (E)	27	43,867	65,270
437	PLANNER, CITY (JB) (E)	32	56,305	83,428
443	PLANNING TECHNICIAN	21	32,448	48,505
436	PLANNING TECHNICIAN, SR.	22	34,236	50,960
418	PLANS EXAMINER (JB) (E)	30	50,960	75,587
634	PLUMBER	25	39,707	59,217
736	POLICE ADMINISTRATOR (JB) (E)	31	53,580	79,435
730	POLICE COMMUNICATIONS OPERATOR	22	34,236	50,960
734	POLICE COMMUNICATIONS SUPERVISOR	25	39,707	59,217
715	POLICE LIEUTENANT (E)	33	59,217	87,692
705	POLICE OFFICER	28O	46,072	68,473
703	POLICE OFFICER, TRAINEE	25T	39,728	59,155
707	POLICE PROPERTY CLERK	16	25,417	37,814
107	POLICE RECORDS SUPERVISOR	25	39,707	59,217
710	POLICE SERGEANT	31S	54,620	81,036
116	PROGRAMMER (JB) (E)	25	39,707	59,217
117	PROGRAMMER/ANALYST (JB) (E)	27	43,867	65,270
450	PUBLIC INFORMATION OFFICER (JB) (E)	25	39,707	59,217
451	PUBLIC INFORMATION SPECIALIST	22	34,236	50,960

ADH - Acting Department Head
E - Exempt
JB - Job Basis 2.5%

No COLA approved

City of North Miami
Classification and Pay Plan
(Classified Positions)
Effective: September 30, 2012 - September 29, 2013

Class Number	Class Title	Numerical Pay Grade	Minimum Pay Rate (Annual)	Maximum Pay Rate (Annual)
702	PUBLIC SERVICE AIDE	17	26,644	39,707
404	PUBLIC WORKS DIRECTOR, ASSISTANT (ADH) (E)	39	79,435	117,728
407	PUBLIC WORKS DIRECTOR, ASSISTANT TO THE (JB) (E)	28	46,051	68,452
405	PUBLIC WORKS OPERATIONS CHIEF (JB) (E)	31	53,580	79,435
135	PURCHASING AGENT (JB) (E)	28	46,051	68,452
136	PURCHASING MANAGER (JB) (E)	30	50,960	75,587
740	QUARTERMASTER	20	30,867	46,051
106	RECORDS MANAGEMENT SUPERVISOR	20	30,867	46,051
109	RECORDS TECHNICIAN	16	25,417	37,814
805	RECREATION AIDE	12	20,612	30,867
815	RECREATION COORDINATOR	22	34,236	50,960
810	RECREATION LEADER I	16	25,417	37,814
812	RECREATION LEADER II	18	28,038	41,704
818	RECREATION SPECIALIST	21	32,448	48,505
822	RECREATION SUPERINTENDENT (JB) (E)	28	46,051	68,452
817	RECREATION SUPERVISOR (JB) (E)	25	39,707	59,217
540	REFUSE COLLECTOR	18	28,038	41,704
512	RIGHTS-OF-WAY INSPECTOR	18	28,038	41,704
160	RISK MANAGER (JB) (E)	30	50,960	75,587
158	SAFETY OFFICER (JB) (E)	25	39,707	59,217
545	SANITATION COORDINATOR	22	34,236	50,960
552	SANITATION SUPERINTENDENT (JB) (E)	28	46,051	68,452
110	SECRETARY	20	30,867	46,051
195	SERVICE WORKER	Flat Rate	-	-
127	STOCK CLERK	17	26,644	39,707
125	STOREKEEPER	20	30,867	46,051
520	STREETS COORDINATOR	22	34,236	50,960
526	STREETS SUPERVISOR (JB) (E)	25	39,707	59,217
424	SUSTAINABLE DEVELOPMENT ADMINISTRATOR (JB) (E)	29	48,505	72,051
840	SWIMMING POOL OPERATOR	20	30,867	46,051
121	SWITCHBOARD OPERATOR	16	25,417	37,814

ADH - Acting Department Head
E - Exempt
JB - Job Basis 2.5%

No COLA approved

City of North Miami
Classification and Pay Plan
(Classified Positions)
Effective: September 30, 2012 - September 29, 2013

Class Number	Class Title	Numerical Pay Grade	Minimum Pay Rate (Annual)	Maximum Pay Rate (Annual)
118	SYSTEMS ANALYST (JB) (E)	27	43,867	65,270
825	TENNIS PRO (JB) (E)-ONLY IF EARNING MIN \$455/WK	10	18,740	28,038
637	TRADES MECHANIC	20	30,867	46,051
144	TRAINING SPECIALIST (JB) (E)	24	37,814	56,305
413	TRANSPORTATION MANAGER (JB) (E)	30	50,960	75,587
228	UTILITY BUSINESS COORDINATOR	23	35,900	53,580
915	UTILITY BUSINESS FIELD COORDINATOR	22	34,236	50,960
230	UTILITY BUSINESS SUPERVISOR (JB) (E)	28	46,051	68,452
567	UTILITY COORDINATOR	22	34,236	50,960
566	UTILITY CREW LEADER	17	26,644	39,707
585	UTILITY SUPERINTENDENT (JB) (E)	28	46,051	68,452
568	UTILITY SUPERVISOR (JB) (E)	25	39,707	59,217
571	UTILITY TECHNICIAN	18	28,038	41,704
962	WATER PLANT COORDINATOR	22	34,236	50,960
960	WATER PLANT OPERATOR	21	32,448	48,505
955	WATER PLANT OPERATOR, TRAINEE	18	28,038	41,704
587	WATER PLANT SUPERINTENDENT (JB) (E)	28	46,051	68,452
570	WATER PLANT SUPERVISOR	25	39,707	59,217
124	WEBMASTER (JB) (E)	24	37,814	56,305
625	WELDER	23	35,900	53,580
112	WORD PROCESSING SPECIALIST	19	29,328	43,867
412	ZONING ADMINISTRATOR (JB) (E)	29	48,505	72,051

ADH - Acting Department Head
E - Exempt
JB - Job Basis 2.5%

No COLA approved

**City of North Miami, Florida
Classification and Pay Plan
(Unclassified Positions)**

Effective: September 30, 2012 - September 29, 2013

Class Number	Class Title	Numerical Pay Grade	Minimum Pay Rate (Annual)	Maximum Pay Rate (Annual)
221	BUDGET DIRECTOR (DH) (E)	37	72,051	106,787
422	BUILDING & ZONING DIRECTOR (DH) (E)	37	72,051	106,787
421	CAPITAL PROJECT MANAGER (E)	37	72,051	106,787
167	CHIEF OF STAFF (E)	35	65,270	96,595
185	CITY ATTORNEY (DH) (E)	47A	117,561	218,337
180	CITY ATTORNEY, ASSISTANT (E)	34	62,212	92,019
183	CITY ATTORNEY, DEPUTY (ADH) (E)	42	92,019	136,281
175	CITY MANAGER (CM) (E)	47C	117,561	218,337
165	CITY MANAGER, ASSISTANT TO THE (JB) (ADH) (E)	29	48,505	72,051
170	CITY MANAGER, DEPUTY (DCM) (E)	42	92,019	136,281
417	CODE COMPLIANCE DIRECTOR (DH) (E)	37	72,051	106,787
408	COMMUNITY PLANNING & DEVELOPMENT DIRECTOR (DH) (E)	37	72,051	106,787
735	POLICE EXECUTIVE ASSISTANT (E)	32	56,305	83,428
115	EXECUTIVE SECRETARY (JB) (E)	27	43,867	65,270
225	FINANCE DIRECTOR (DH) (E)	37	72,051	106,787
164	INFORMATION TECHNOLOGY DIRECTOR (DH) (E)	37	72,051	106,787
218	INTERNAL AUDITOR (E)	32	56,305	83,428
113	LEGAL SECRETARY	22	34,236	50,960
325	LIBRARY DIRECTOR (DH) (E)	37	72,051	106,787
823	<u>MOCA DIRECTOR/CHIEF CURATOR (DH) (E)</u>	37	72,051	106,787
114	PARALEGAL	27	43,867	65,270
860	PARKS AND RECREATION DIRECTOR (DH) (E)	37	72,051	106,787
150	PERSONNEL ADMINISTRATION DIRECTOR (DH) (E)	37	72,051	106,787
725	POLICE CHIEF (DH) (E)	41	87,692	129,750
722	POLICE CHIEF, ASSISTANT (ADH) (E)	39	79,435	117,728
721	POLICE COMMANDER (E)	35	62,212	92,019
716	POLICE MAJOR (E)	36	68,452	101,608
400	PUBLIC WORKS DIRECTOR (DH) (E)	41	87,692	129,750
455	PUBLICITY DIRECTOR (DH) (E)	35	65,270	96,595
137	PURCHASING DIRECTOR (DH) (E)	37	72,051	106,787
111	SECRETARY, CONFIDENTIAL	20	30,867	46,051

DH - Department Head
ADH - Acting Department Head
E - Exempt
JB - Job Basis 2.5%

GLOSSARY OF TERMS

- **Adopted Budget** – The budget approved by City Council and enacted via a budget appropriation ordinance.
- **Amended Budget** – The adopted budget including budget amendments made during the budget year.
- **Appropriation** – An authorization made by City Council which permits the City administrative staff to incur obligations against and to make expenditures of governmental resources. Appropriations are usually made for fixed amounts and are typically granted for a one-year period.
- **Appropriation or Budget Ordinance** – The official enactment by City Council establishing the legal authority for City administrative staff to obligate and expend resources.
- **Assessed Value** – The fair market value placed by the County Property Appraiser on personal and real property owned by taxpayers.
- **Operating Budget** – The budget reflecting the cost next fiscal year to operate the various programs approved and funded this fiscal year.
- **Budget** – A plan of financial operation comprised of an estimate of proposed expenditures for a fiscal year and the proposed means of financing those expenditures (revenue estimates).
- **Budget Calendar** – The schedule of key dates or milestones which the City follows in the preparation and adoption of the budget.
- **Budget Document** – The official written statement prepared by the City's administrative staff which presents the proposed budget to the City Council.
- **Budget Message** – A general discussion of the proposed budget presented to the City Council by the City Manager as a part of the budget document. The budget message explains principal budget issues against the background of financial experience in recent years and presents recommendations made by the City Manager.
- **Capital Assets** – City assets of significant value (over \$1,000) and having a useful life of more than one year, also referred to as fixed assets.
- **Capital Improvement Program** – A five year plan for capital expenditures, that includes all capital projects over \$50,000 in the current budget year and four out years. The plan identifies each project, the estimated beginning and ending date, the funding source(s) and the amount to be expended in each year.

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- **Capital Projects** – Projects which purchase or construct capital assets. Typically, a capital project encompasses the purchase of land and/or the construction of a building or facility or infrastructure improvement.
 - **Contingency** – A budget allocation for emergencies expenditures.
 - **Debt Service** – Payment of interest and repayment of principal on City debt.
 - **Depreciation** – (1) Expiration in the service life of capital assets attributable to wear and tear, deterioration, action or the physical elements, inadequacy or obsolescence, or (2) the portion of the cost of a capital asset which is charged as an expense during a fiscal period.
 - **Division** – A term used to describe a unit or cost center with distinct objectives and activities.
 - **Enterprise Funds** – A type of proprietary fund set up to account for the financing of services to the general public where all or most of the operating expenses involved are recovered in the form of user charges. Included in this category are the Water and Sewer, Solid Waste Services, and Stormwater Utility Funds.
 - **Expenditures** – The cost of goods received or services rendered whether payment for such goods and services have been made or not.
 - **Fiscal Year** – An accounting period extending from October 1 to the following September 30 for the City of North Miami.
 - **Full-Time Equivalent (FTE's)** – Number of full-time employees plus conversion of part-time employees to full-time utilizing hours budgeted annually as a fraction of full-time annual hours (i.e., 2080 hours).
 - **General Fund** – A type of governmental fund used to account for revenues and expenditures for regular day-to-day operations of the City, which are not accounted for in the proprietary funds. The primary sources of revenue for this fund are local taxes and intergovernmental revenue.
 - **General Obligation Bonds** – When a government pledges its full faith and credit, i.e., the government's general taxing power, to the repayment of the bonds it issues, then those bonds are general obligation (GO) bonds. A GO bond is typically used for long-term financing of capital projects and represents a written promise to pay to the bond purchaser a specified sum of money at a specified future date along with periodic interest paid at a specified interest percentage. GO Bonds cannot be issued unless approved by a majority vote of the City's residents.
 - **Grant** – A contribution of assets (usually cash) by one governmental unit or other organization to another. Typically, these contributions are made to local governments from the Federal and State governments for specified purposes.
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- **Internal Service Fund** – A type of proprietary fund used to account for the financing of goods or services provided by one City program to other City programs, or to other governments, on a cost-reimbursement basis. The City’s Internal Service Funds are the Fleet Management Fund and the Risk Management Fund.
 - **Objective** – The actual functions or services that a City program must provide in order to achieve its stated goals.
 - **Object of Expenditure** – Expenditure classifications based upon the types or categories of goods and services purchased. Typical objects of expenditure include:
 - Personal Services
 - Other Than Personal Services (OTPS) - Materials, Supplies and Services
 - Internal Services
 - Capital Outlay
 - Grants and Aids
 - Debt Service
 - Non-Operating
 - **Proprietary Funds** – A type of fund that accounts for governmental operations that are financed and operated in a manner similar to private business enterprises. Proprietary fund types used by the City include the Enterprise and Internal Service Funds.
 - **Reappropriation** – Funds for specific projects/equipment originally appropriated in a prior fiscal year but not spent in that year are appropriated for expenditure in the new fiscal year by motion of the City Council at a budget hearing.
 - **Recommended Budget** – The budget proposed by the City Manager to City Council for adoption.
 - **Revenue** – A term used to represent income to a specific fund, or an increase in the fund’s assets.
 - **Supplemental Budget** – The portion of the proposed budget document which includes only recommended new programs and projects.
 - **Tax Levy** – The total dollar amount of tax that optimally should be collected based on tax rates and assessed values of personal and real properties.
 - **Tax Rate** – The rate per \$1,000 of assessed value (less tax exemptions) at which taxes are levied on real and personal property. Tax rates are established by resolution.
 - **Unappropriated Surplus** – The funds remaining from prior fiscal years as a result of either higher revenues than budgeted or expenditures less than appropriations.
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