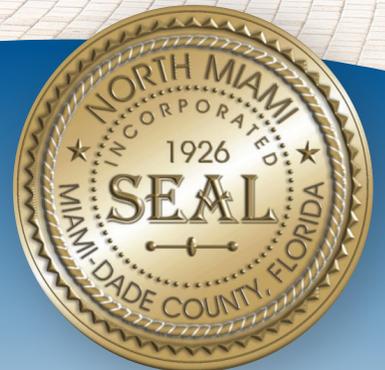




FY 2015-2016



Adopted
Annual Budget





CITY OF NORTH MIAMI, FLORIDA

Adopted Annual Operating Budget for

Fiscal Year 2015-2016

Submitted by:

Interim City Manager,

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Prepared by:

Office of Management and Budget

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Municipal Intern,

Mykya Brown

Elected Officials



Mayor
Smith Joseph, D.O., Pharm. D.



Councilman
Philippe Bien-Aime
District 3



Councilman
Scott Galvin
District 1



Councilwoman
Carol Keys, Esq.
District 2



Councilman
Alix Desulme
District 4



City Clerk
Michael A. Etienne, Esq.

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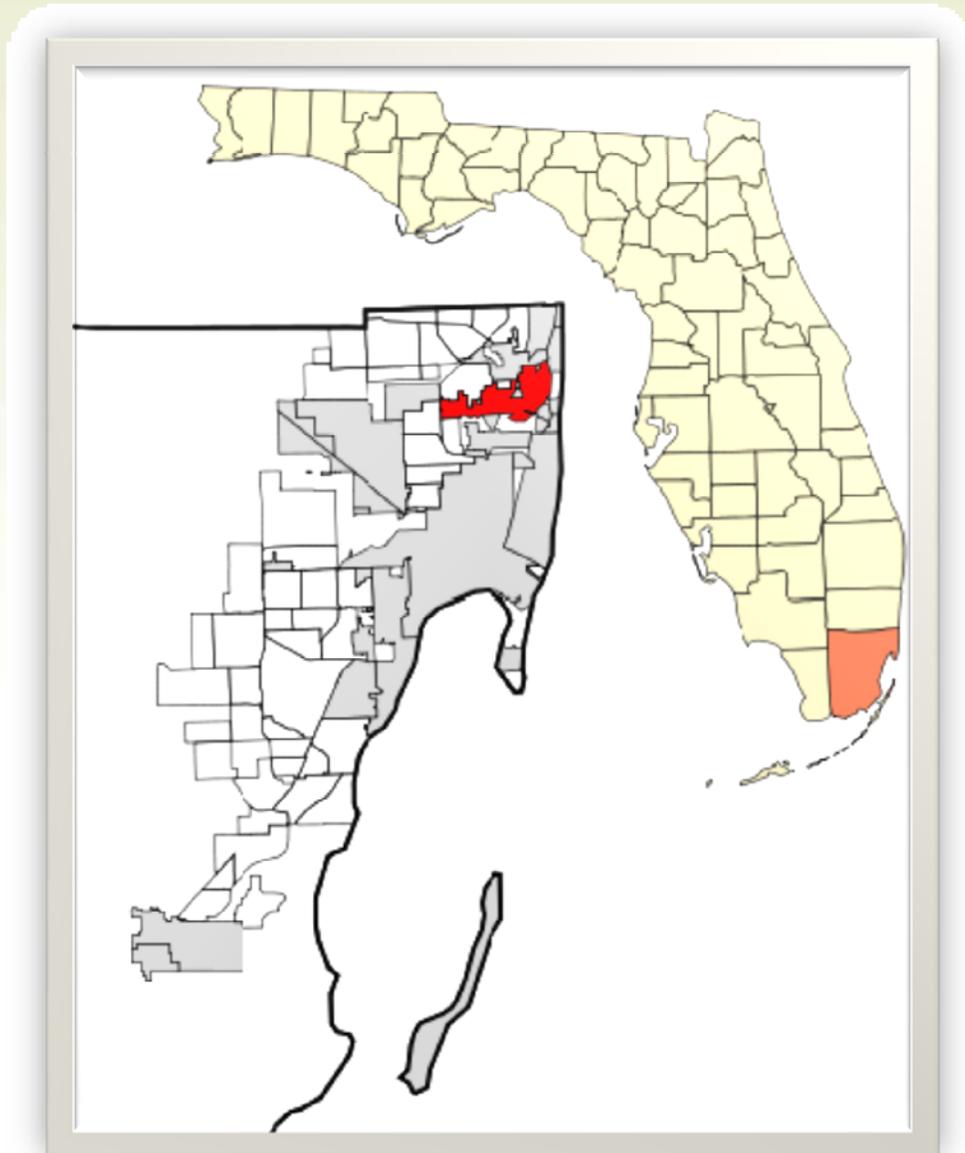
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City Overview

The City of North Miami is located in Miami-Dade, Florida in the northeast part of the county. The City is approximately 10 miles north of Miami. The Current land area is 9.5 square miles, making it the fourth largest city in Miami-Dade County. North Miami offers its visitors and residents the advantages of a moderate climate. The temperature averages 85 degrees with an average rainfall of 66.04 inches per year. Outdoor activities are enjoyed throughout the year and we welcome our residents to our amazing indoor facilities.





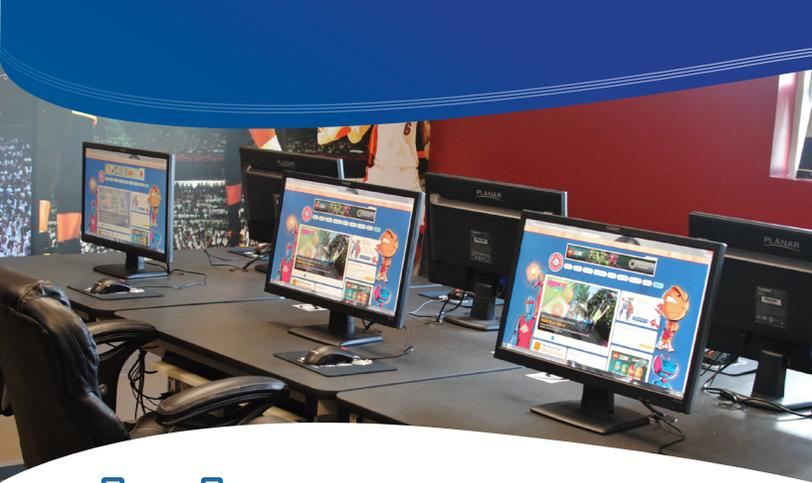
about North Miami

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 **61,420**. 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 hurri-

cane 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

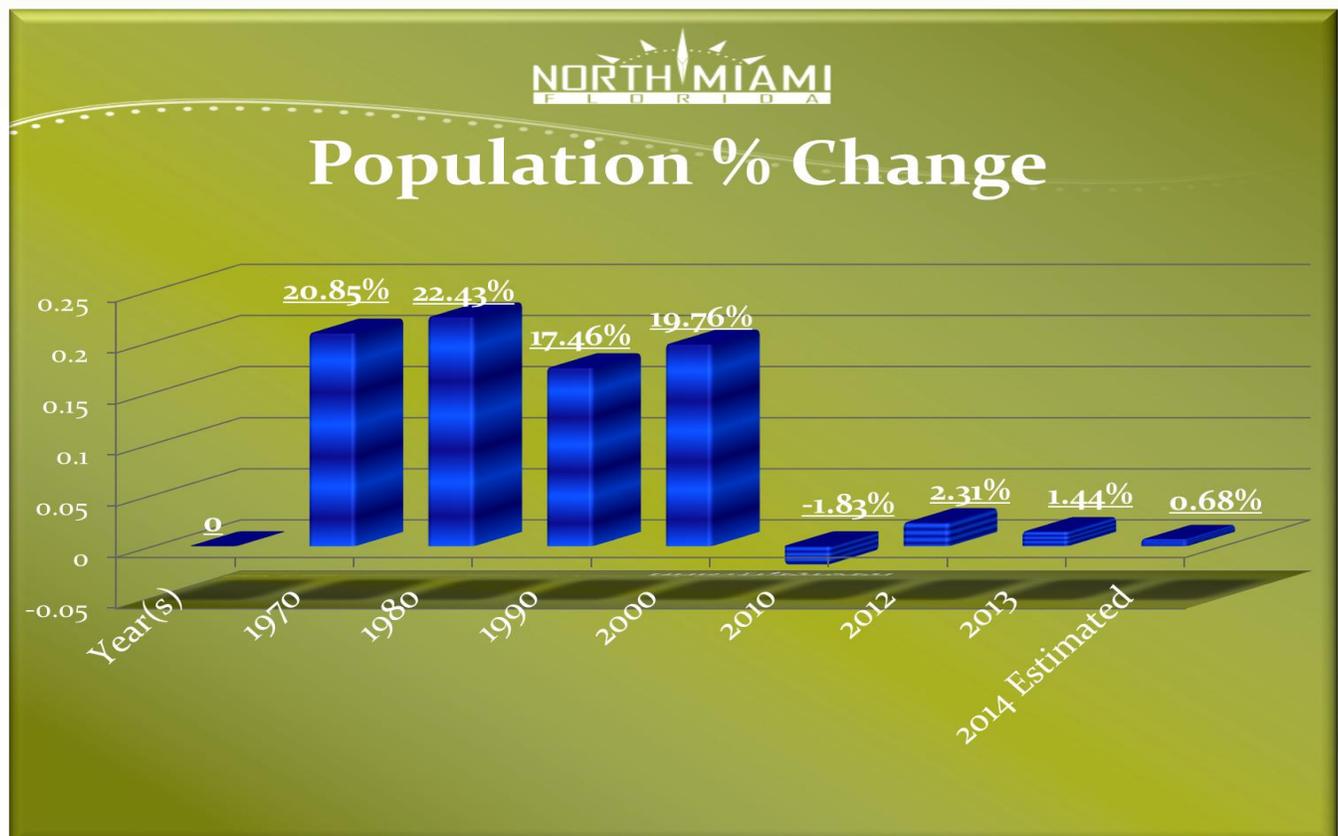
In 2015, North Miami continues to attract residents and businesses to the area because of its ideal location, tucked midway between Miami, Fort Lauderdale and the beaches. There is a true sense of community cultivated through recreational and educational opportunities, which afford North Miami

residents the opportunity to earn a quality education from Pre-K through PhD.

The City's park system offers numerous athletic, recreation and nature programs throughout the year. In 2013, the Miami Heat and the NBA Cares Foundation, dedicated a portion of North Miami's newest community center, the Joe Celestin Center, as an NBA Cares facility, offering the community a space to read and play with interactive technology. The City's Museum of Contemporary Art (MOCA) has brought worldwide attention to North Miami for its cutting edge exhibits and community art education programs.

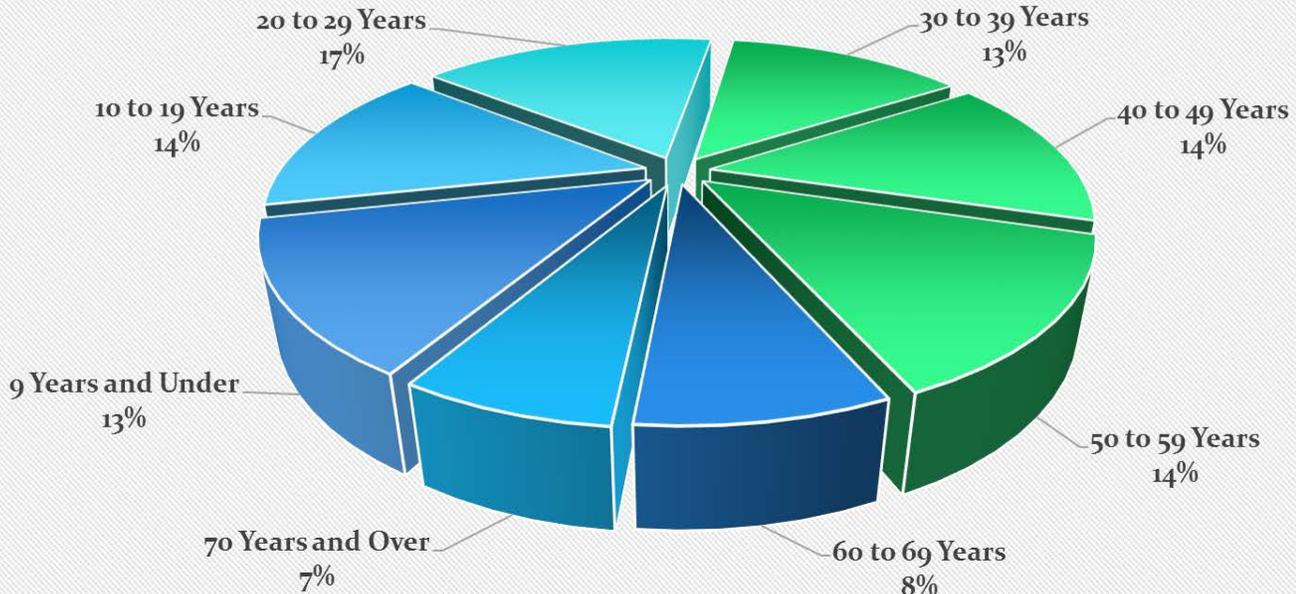
Affordability and quality are some of the great advantages of living and doing business in North Miami. The City of North Miami continues to work with Oleta Partners, LLC, after entering into a 99-year lease for the 183.8 acre property formerly known as Biscayne Landing in 2012. The development of this property, located in the Northeast 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 to receive this honor since 2008. 

Economy and Demographics



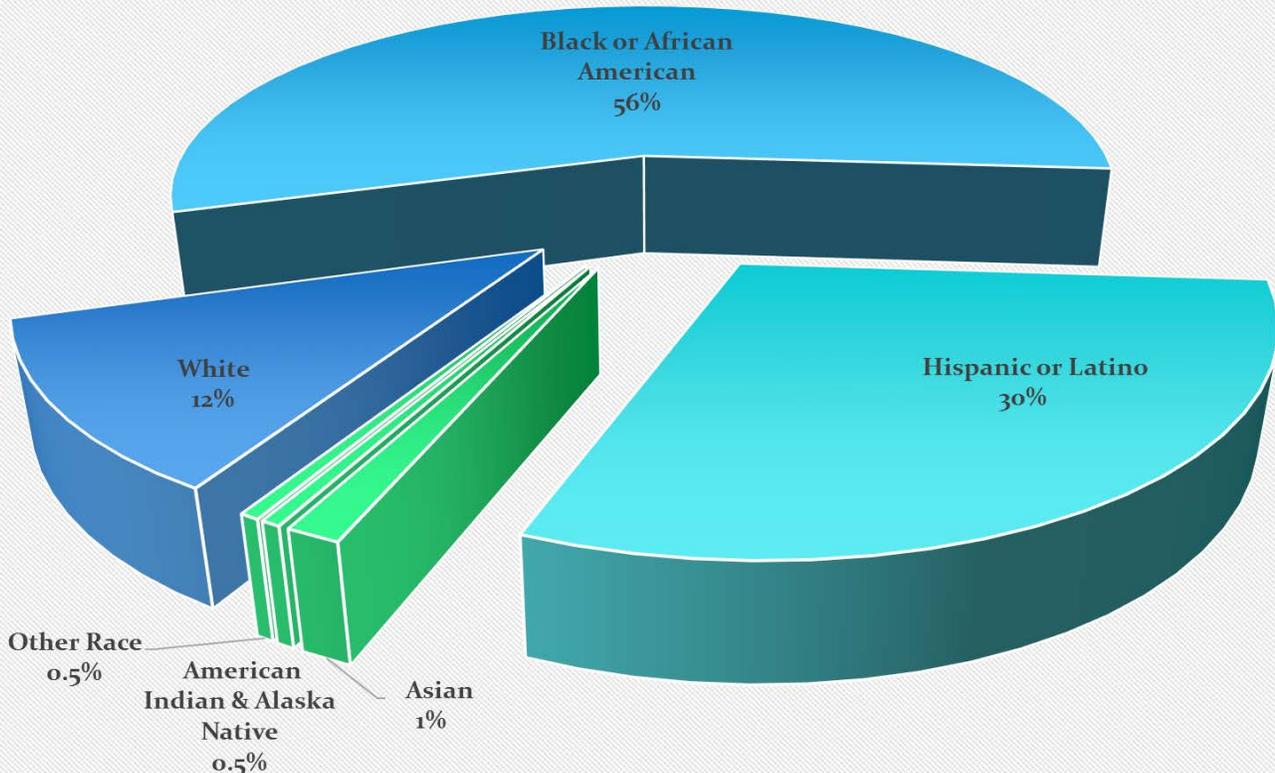
Economy and Demographics

Age Distribution 2015



U.S. Census Bureau <http://www.census.gov/en.html>

Race Distribution 2015



Economy and Demographics

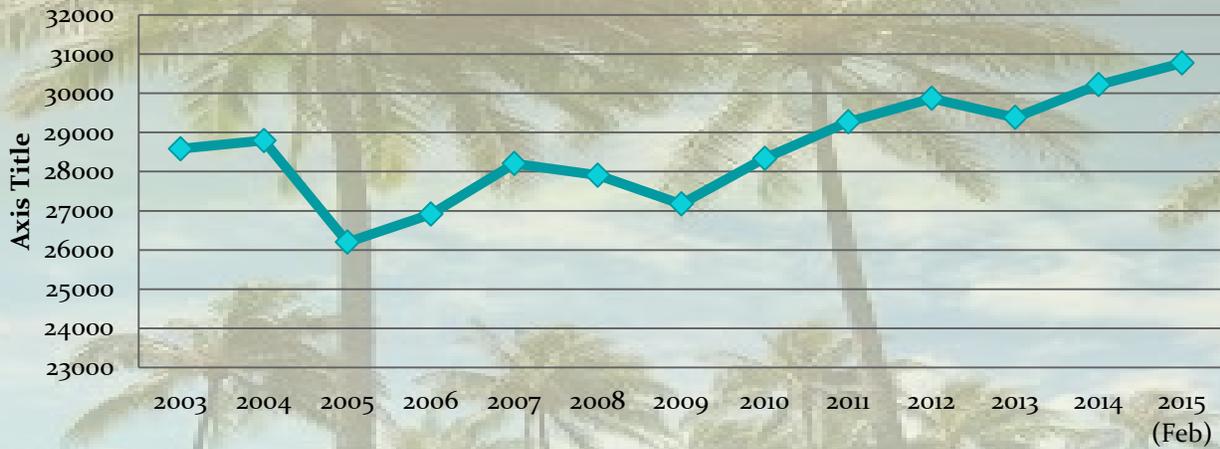
| Education |
|--|
| Elementary Schools |
| Benjamin Franklin Elementary School Biscayne Gardens Elementary School Gratigny Elementary North Miami Elementary School Natural Bridge Elementary School W. J. Bryan Elementary School |
| Middle Schools |
| Thomas Jefferson Middle School North Miami Middle School |
| High Schools |
| Alonzo & Tracy Mourning Senior High North Miami Senior High School |
| Colleges and Universities |
| Florida International University (Biscayne Bay Campus) Johnson & Wales University |

| EDUCATION | PERCENT |
|---|---------|
| Less than 9th grade | 12.05% |
| 9th to 12th grade, no diploma | 13.44% |
| High school graduate (includes equivalency) | 30.84% |
| Some college, no degree | 18.92% |
| Associate's degree | 7.09% |
| Bachelor's degree | 10.95% |
| Graduate or professional degree | 6.71% |

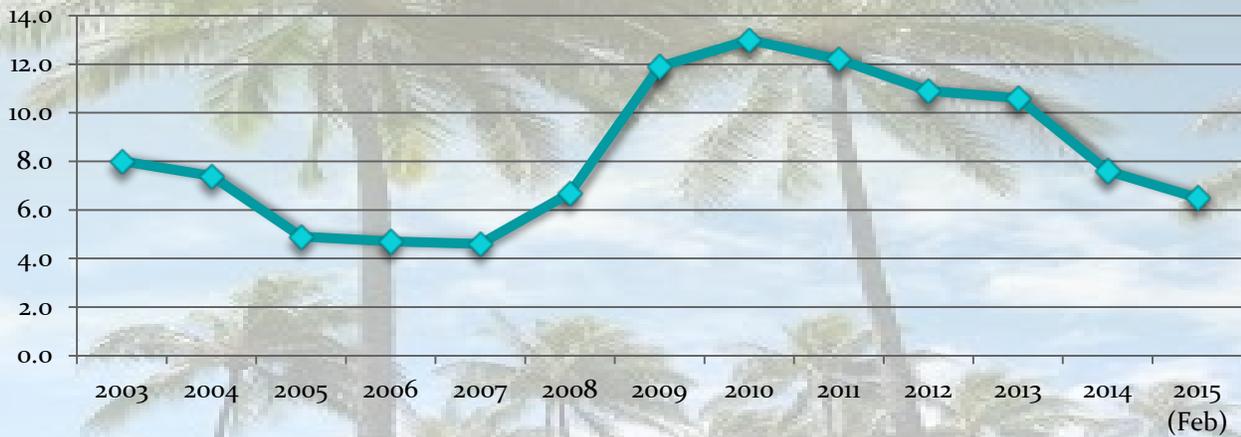
U.S. Census Bureau <http://www.census.gov/en.html>

Economy and Demographics

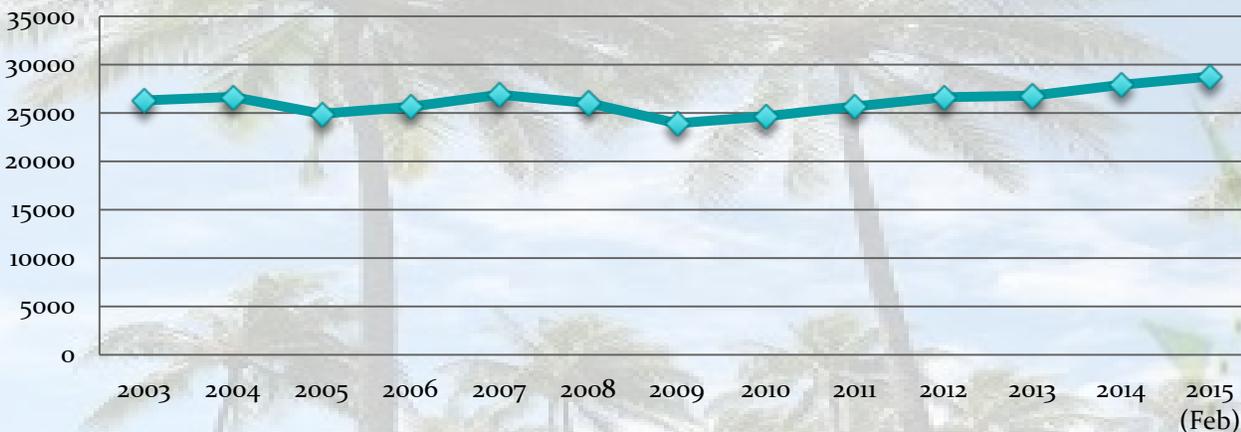
North Miami Labor Force



North Miami Unemployment Rate

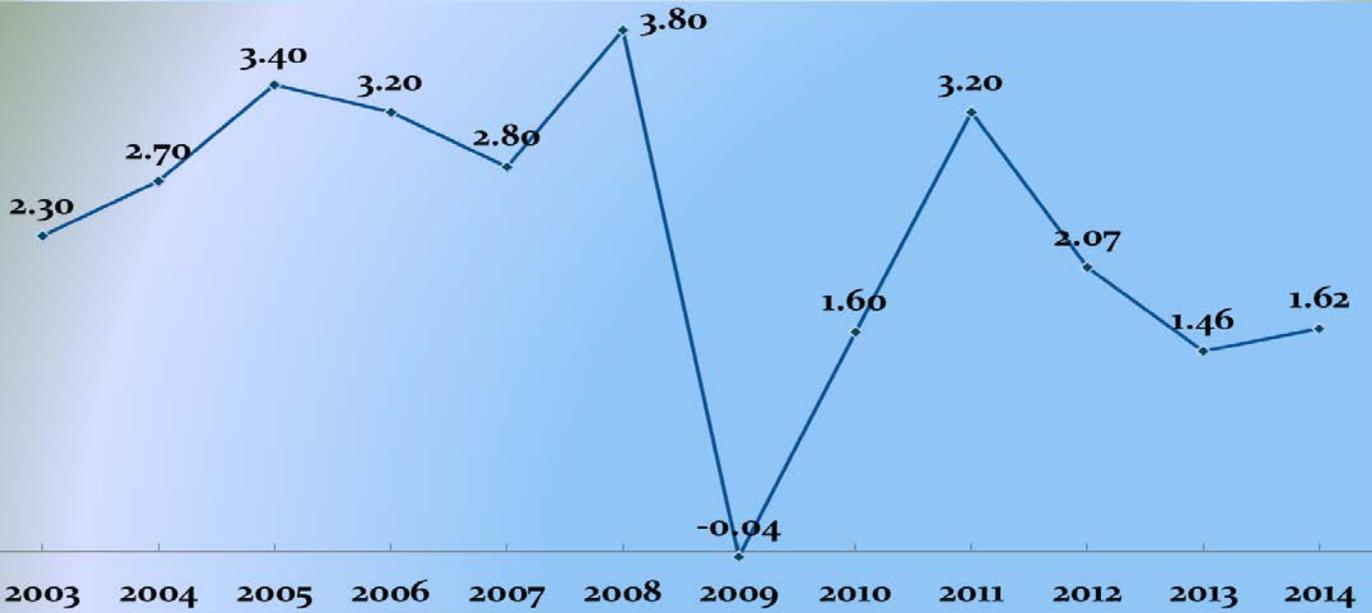


North Miami Employment



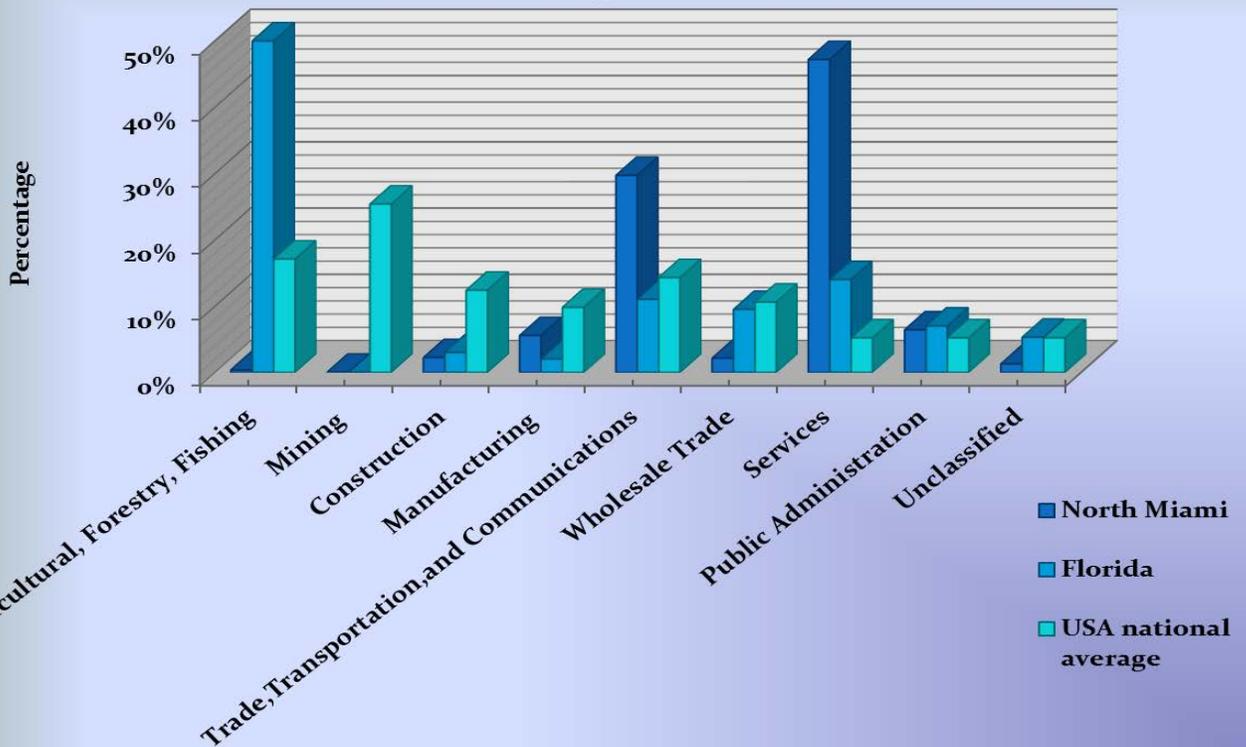
Economy and Demographics

**Consumer Price Index
Average Annual Percentage Change**



Bureau of Labor Statistics <http://www.bls.gov/cpi/>

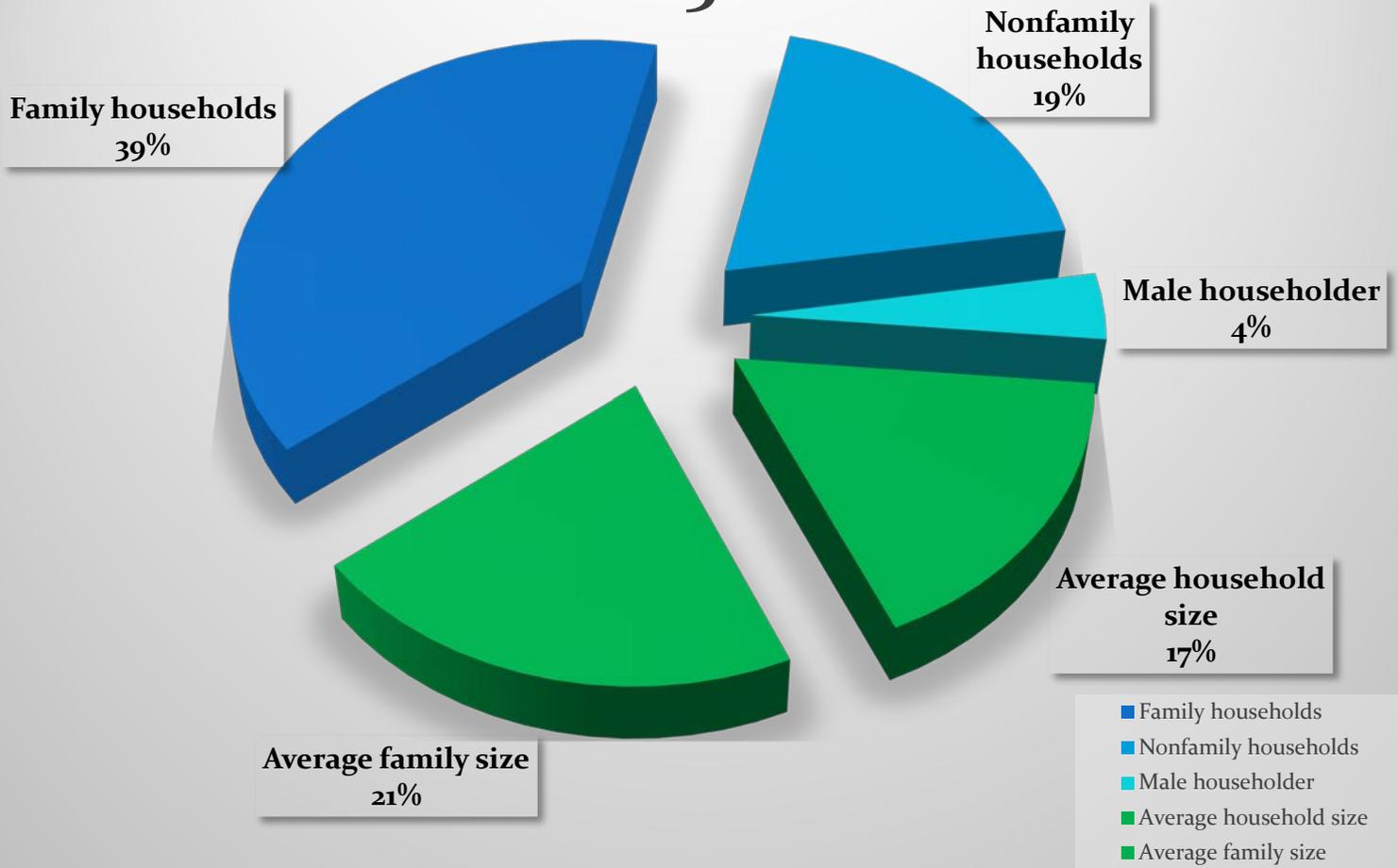
**Industry
2015**



Economy and Demographics

North Miami Household by Type

2015



2015 Housing Tenure

| | |
|-------------------------------|-------|
| Owner-occupied housing units | 50.2% |
| Renter-occupied housing units | 49.8% |

U.S. Census Bureau <http://www.census.gov/en.html>

Economy and Demographics

2015 North Miami Top Establishments

| Businesses | Totals | Rank |
|----------------------------------|--------|------|
| Health and Medical Services | 183 | 1 |
| Real Estate | 181 | 2 |
| Banks and Financial Institutions | 162 | 3 |
| Professional Services | 142 | 4 |
| Specialty Stores | 128 | 5 |
| Business Services | 124 | 6 |
| Beauty and Barber Shops | 118 | 7 |
| Legal Services | 116 | 8 |
| Restaurants | 110 | 9 |
| Durables Wholesale | 81 | 10 |

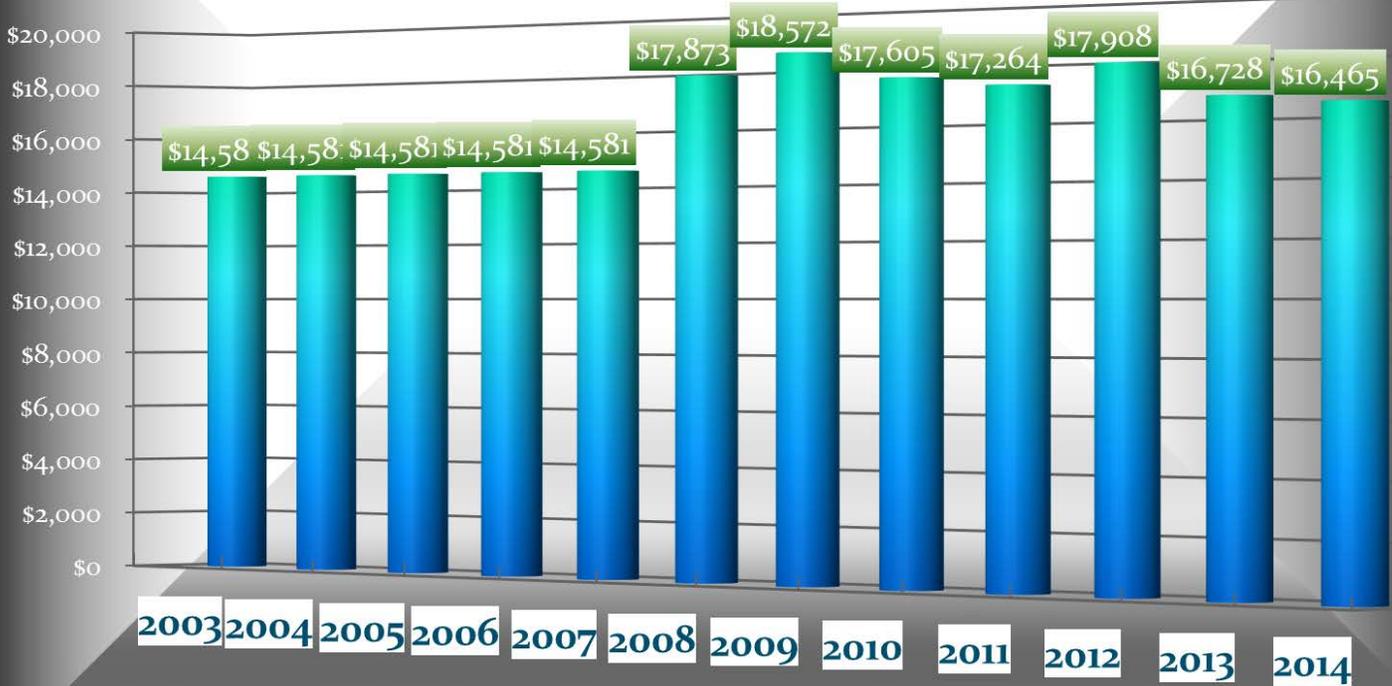
North Miami Economic Development Profile

| Land Use | Square Feet | Percent |
|------------------------------------|-------------|---------|
| Commerical | 23,971,616 | 10% |
| Industrial | 6,856,192 | 3% |
| Planned Development District | 11,047,201 | 5% |
| Public Use District | 70,518,084 | 29% |
| Residential Estate District | 20,472,378 | 8% |
| Residential Single Family District | 81,746,567 | 34% |
| Residential Multifamily District | 27,832,278 | 11% |
| Residential Office District | 562,262 | 0% |
| Total Area | 243,006,578 | 100% |

North Miami Community Development Department

Economy and Demographics

North Miami Per Capita Personal Income Ten Year Comparison



Miami-Dade Property Appraiser

Budget Overview

FINANCIAL POLICIES

Structure

The financial statements of the City of North Miami have been prepared in conformity with Generally Accepted Accounting Principles (GAAP) as applied to government units. The accounts of the City are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. Each fund contains a set of self balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The various funds and account groups are reported by generic classification within the financial statements of the Comprehensive Annual Financial Report (CAFR). The basis of budgeting and accounting are consistent. The City's financial policies establish the framework for financial planning and management. The policies set guidelines in which the budget and financial plan are developed and managed. This demonstrates the City's commitment to sound financial planning, management and fiscal integrity.

Operating Management Policies

- All departments share in the responsibility for meeting management and service delivery goals and ensuring long-term financial stability. Operating budgets and management plans will be developed using current resources available.
- The budget process is intended to allocate limited resources among competing programs based on policy priorities, efficiency and effectiveness of services and availability of resources.
- Additional personnel and programs will be requested only if necessary to maintain existing service levels due to expansion of service areas or service levels previously approved by the City Council.
- As required by City Charter the budget will be balanced. Current expenditures will be funded by using current revenue sources and revenue growth will be planned in a conservative, prudent manner. Use of fund balance in any fund to balance the current year budget must be approved by the City Council.
- User fees and charges for services will be reviewed annually to ensure that they cover the cost of the program at the rate determined to be responsible, competitive with other local communities and non-burdensome to program participants. Fees will be adjusted as needed based on this analysis.
- Cash management and investment will be maintained in accordance with the City Charter and State law and will ensure the safety and security of city assets. Funds will be managed prudently and diligently with an emphasis on safety of principal, liquidity and financial return.

Financial Reporting Policies

- The City's accounting and financial reporting systems will be maintained in conformance with Generally Accepted Accounting Principles (GAAP), the Government Accounting Standards Board (GASB) and the Government Finance Officers Association (GFOA).
- An annual audit will be performed by an independent public accounting firm and a CAFR will be published.
- The City's financial report and budget will be submitted to the GFOA for the Certificate of Achievement for Excellence in Financial Reporting and the Distinguished Budget Presentation Award.
- Financial systems will be maintained to monitor revenues, expenditures and program performance on an on-going basis.

Budget Overview

DEBT MANAGEMENT

- The City of North Miami will seek to improve our bond rating position to minimize debt service costs and preserve access to credit markets.
- Currently, the City has no legal debt limits, no debt, and does not plan to issue debt in the budgeted year.
- Each bond issue will include an analysis of how the new issue and current debt impacts debt capacity.
- Financing of projects will not exceed the useful life of the infrastructure improvement or capital acquisition.
- The City will limit the amount of debt issued and planned in any planning period to the amount that can be supported by revenues projected to be available on a prudent and conservative basis
- All fund designations and reserves will be evaluated annually for long-term adequacy and availability in accordance with policies developed and approved by the City Council.
- The General fund balance will be maintained at a level which will adequately cover an emergency in the future.
- Fund balances will be used prudently and conservatively to fund one time expenditures and stabilize the property tax rate.

Budget Overview

BUDGET PROCESS

During the first quarter of the fiscal year, the Office of Management and Budget reviews and develops data useful in preparing revenue and expenditure forecasts. This data is compiled and analyzed and used in preliminary budget discussions for the upcoming year with the Mayor/Council and City Manager. In spring, prior to budgets being submitted, departments with exceptions meet with the City Manager. These staff meetings provide each department head with an opportunity to discuss and defend the requested amounts for the individual departmental budget as submitted. Budgets are later submitted to the Office of Management and Budget staff for review. Staff analyzes these budgets for accuracy and content making sure budget guidelines have been followed. In late June/July, the Office of Management and Budget staff prepares a draft tentative budget for review by the City Manager. On June 1, preliminary taxable values are received. If necessary, additional department meetings are held and additional revisions are made to the draft tentative budget. In August, the Office of Management and Budget staff prepares the final tentative budget document and submits to the Council for review. The final budget workshops are held in August/September. These workshops provide the opportunity to establish millage rates, finalize department budgets, etc. Two public hearings are held to adopt the millage and budget. The CIP (Capital Improvements Plan) is adopted at the same time as the budget. Following the Council's approval of the budget, the Office of Management and Budget staff prepares the adopted budget for distribution. The adopted budget becomes effective October 1 through September 30.

AMENDMENTS TO THE ADOPTED BUDGET

During the year, the Office of Management and Budget acts on departmental budget changes that do not alter the total revenue or expenditures budgeted. All other budget changes, whether they are transfers between departments or alterations of total revenues or expenditures in a fund, are approved by the Council/City Manager. Amendments to the adopted budget can occur at any time during the fiscal year.

Budget Amendment - The purpose of the amendment process is to adjust fund amounts to reflect revenues anticipated to be received and to balance expenditures to these revenues in accordance with state law and sound fiscal practices.

Budget Transfer - Departmental budgets may be amended by transfer action, but must be approved.

Budget Calendar

Fiscal Year 2015/16

January 2016

February

March

3/7/2016

City Manager begins review of worksheets/CIP projects and funding sources with departments.

3/9/2016

OMB distributes FY15/16 budget calendar & CIP worksheets. Departments to submit by 3/09/16.

3/14/2016

OMB starts review of CIP worksheets and confirms funding sources with departments and CRA.

3/28/2016

OMB compiles supplemental/CIP requests. Presentation to Mayor/Council by first budget workshop.

4/4/2016

FY16/17 Operating budget worksheets made available online by OMB.

4/13/2016

Departments to start updating budget worksheets

4/18/2016

OMB starts finalizing departmental changes to operating budgets. To be completed by 4/26/16

4/19/2016

OMB distributes year-end estimate worksheets. Departments to complete by 4/26/16.

4/27/2016

OMB starts finalizing year-end Estimates. To be completed by 5/10/16.

4/29/2016

Prepare FY15/16 year-end revenue projections and FY16/17 revenue budget by end of June.

6/1/2016

Property Appraiser provides estimated taxable values.

7/1/2016

Property Appraiser delivers certification of taxable value to taxing authorities.

7/7/2016

Budget workshops to be conducted start of July with Mayor/Council and City Manager.

7/8/2016

First council meeting in July – Set budget hearing dates and establish tentative millage rate.

7/14/2016

OMB incorporates input from Mayor/Council into the budget worksheets.

7/15/2016

Revise and balance FY16/17 preliminary budget w/ City Manager to include Council feedback.

8/3/2016

TRIM certification deadline. Notice is due to the County.

8/4/2016

Compile and print preliminary budget book by mid-August.

8/24/2016

Distribute preliminary CIP to Planning Commission.

8/31/2016

Distribute preliminary budget book.

10/18/2016

FY 17 Budget Hearings to be held

December 2016

Budget Overview

TRIM PROCEDURES

By July 1st each year the Property Appraiser certifies the tax rolls for the City on form DR-420. This roll is used in formulating the proposed millage rate for the coming year. Thereafter the following timetable must be adhered to:

- Within 35 days the City Manager must have submitted the proposed budget to Council and delivered the DR-420 to the Property Appraiser.
- Between 65-80 days from date of certification (September 3-18) the City must hold a tentative budget and millage hearing. This hearing cannot be held sooner than ten (10) days following the mailing of notices by the property Appraiser (August 24th).
- Within fifteen (15) days of the tentative budget and millage hearing (September 18-October 3) the City must advertise a final hearing on the budget.
- Not less than two (2) or more than five (5) days after the advertisement (September 20-October 8), a final hearing adopting the budget and millage is held.
- Within three (3) days after adoption, the City must certify the adopted millage to the Property Appraiser and Tax Collector.
- Within three (3) days after receipt of final value, as discussed below, the Finance Administrator completes form DR-422 and returns to the Property Appraiser.
- Within thirty (30) days of final millage and budget adoption, the City must certify compliance with Section 200.065 and 200.068, F.S., to the Department of Revenue.

After Value Adjustment Board (VAB) hearings are held, the Property Appraiser will certify the final adjusted value to the City. This happens after the Tax Collector mails the tax bills in November, as opposed to waiting until the VAB hearings have been held before billing. This could happen if the Tax Collector chose not to extend the tax rolls. If this were to happen, bills would not be mailed until all VAB hearings had been held; however, the City would then have the ability to administratively adjust its millage rate if the final value varies from the initial certification by more than one (1) percent.

Budget Overview

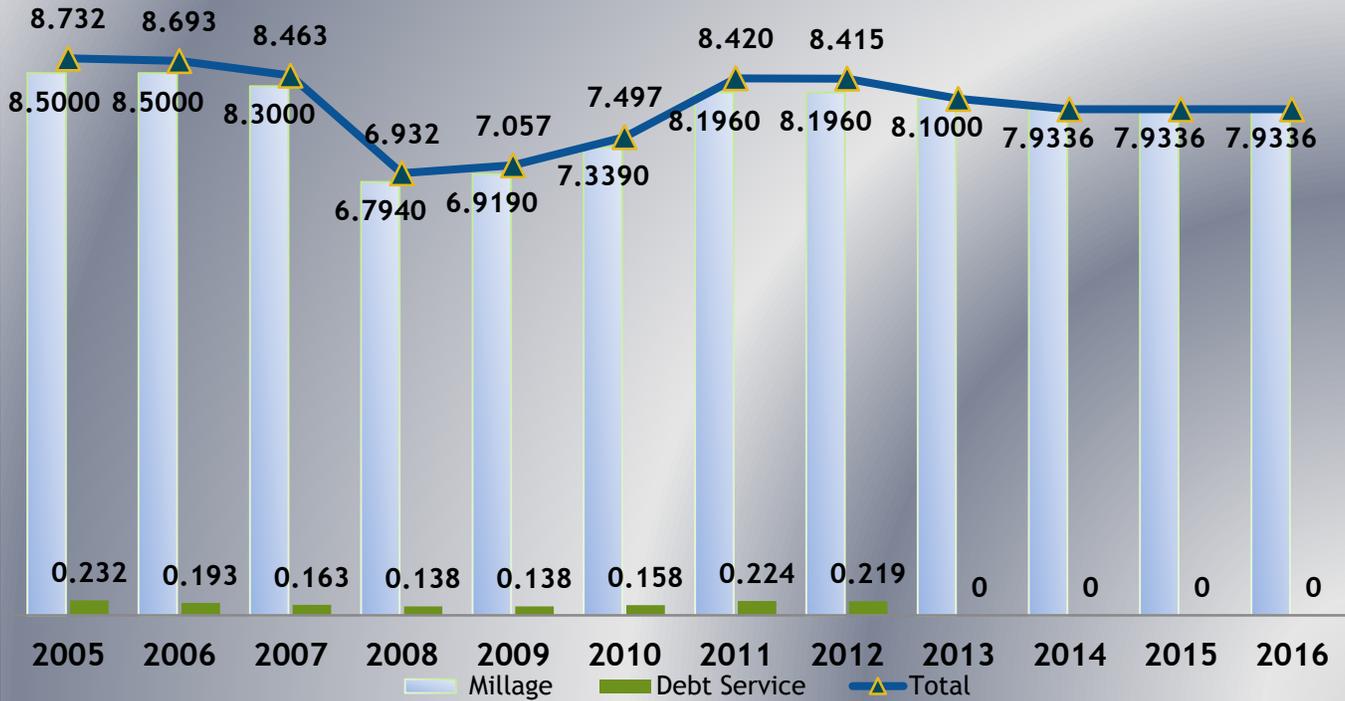
BUDGETARY ACCOUNTING

The annual operating budget balances operating expenditures with operating revenues. The City budgets for governmental funds, which include the General Fund, Special Revenue Funds and Capital Funds, based on the modified accrual basis of accounting. Under this method, revenues (income) are recognized in the period they become measurable and available to finance expenditures of the period and expenditures (expenses) are recorded when incurred with the exception of principal and interest on long-term debt, which are recorded when due. Exceptions to the modified accrual basis of accounting are as follows:

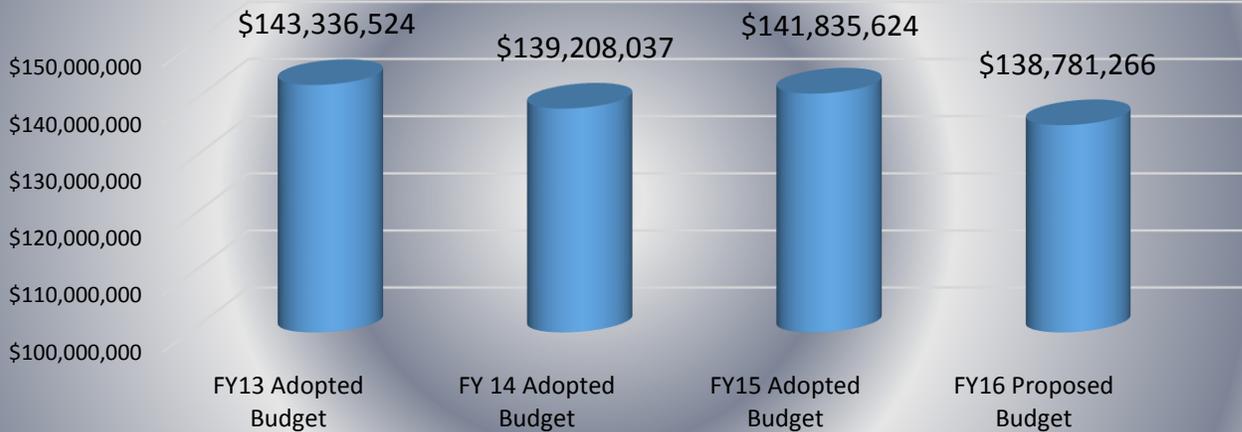
- Sales and use taxes are considered to be revenue when received rather than when earned.
- Project lengths (continuing appropriation or projects that span more than one year) budgets adopted during the year are considered to reduce funds available in the year funds were originally appropriated. Overspending of project length budgets is considered to reduce funds available. The closeout of unspent project length budgets is considered to increase funds available. The budgets for Enterprise Funds are prepared using the accrual basis of accounting except for the exceptions listed below. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred.
- Capital outlay is budgeted as an expense in the year purchased.
- Interest capitalized on construction projects is budgeted as interest expense.
- Proceeds from the issuance of debt are considered to be revenues, not an increase in liabilities.
- Principal payments are shown as expenditures rather than reductions of the liability.
- Receipts of long-term receivables are considered to be revenues, not reductions of the receivable.
- Proceeds from the sale of assets are recognized as revenue; however, the related gain or loss is not.
- Purchases of inventory are considered to be expenses when purchased, not when sold or used.
- Accrued compensated absences are not considered to be expenditures until paid.

Budget In Brief

NORTH MIAMI MILLAGE COMPARISON

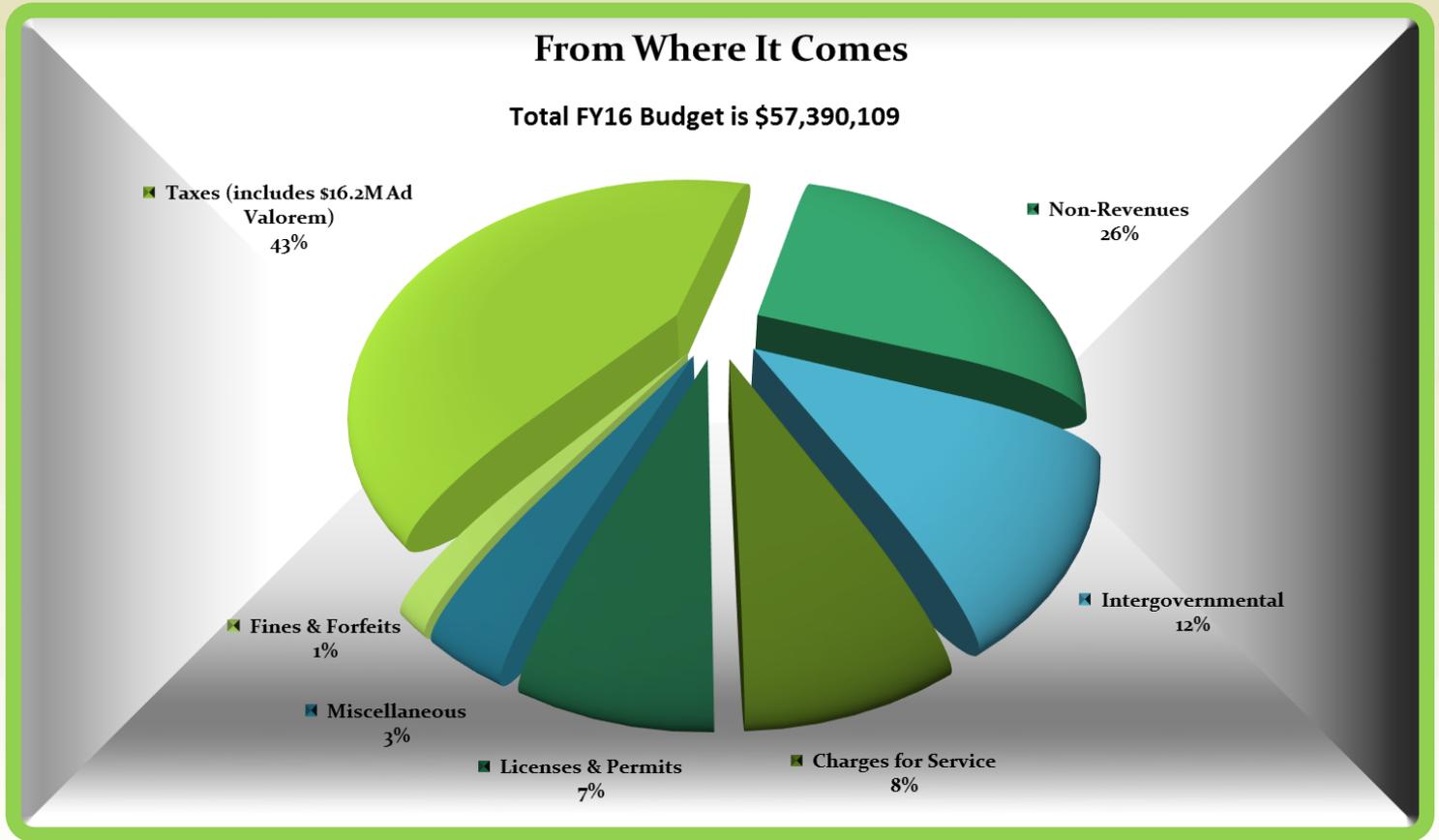


Budget History



Budget In Brief

General Fund Revenue



| | |
|-------------------------------------|-------------------|
| Taxes (includes \$16.2M Ad Valorem) | 24,743,914 |
| Non-Revenues | 15,005,908 |
| Intergovernmental | 6,776,055 |
| Charges for Service | 4,295,000 |
| Licenses & Permits | 3,909,855 |
| Miscellaneous | 1,832,800 |
| Fines & Forfeits | 826,577 |
| Total General Fund Revenues | 57,390,109 |

Budget In Brief

Major Revenue Sources

TAXES

| <i>Taxes</i> | <i>FY14 Actuals</i> | <i>FY15 Y/E Estimates</i> | <i>FY16 Budget</i> |
|-----------------------------------|---------------------|---------------------------|--------------------|
| AD VALOREM TAXES | 14,706,412 | 16,100,000 | 16,169,149 |
| GENERAL SALES AND USE TAX | 774,414 | 789,480 | 774,000 |
| FRANCHISE FEES | 3,662,902 | 3,337,687 | 3,315,687 |
| UTILITY SERVICES TAXES | 3,328,202 | 2,899,632 | 2,865,078 |
| COMMUNICATIONS SERVICE TAX | 1,407,118 | 1,620,000 | 1,620,000 |
| TOTALS | 23,879,048 | 24,746,799 | 24,743,914 |

LICENSES AND PERMITS

| <i>Licenses & Permits</i> | <i>FY14 Actuals</i> | <i>FY15 Y/E Estimates</i> | <i>FY16 Budget</i> |
|--|---------------------|---------------------------|--------------------|
| OCCUPATIONAL LICENSES | 378,746 | 408,350 | 393,000 |
| BUILDING PERMITS | 1,234,081 | 1,327,863 | 1,489,000 |
| OTHER LICENSES, FEES, & PERMITS | 433,870 | 328,230 | 2,027,855 |
| TOTALS | 2,046,697 | 2,064,443 | 3,909,855 |

INTERGOVERNMENTAL REVENUE

| <i>Intergovernmental Revenue</i> | <i>FY14 Actuals</i> | <i>FY15 Y/E Estimates</i> | <i>FY16 Budget</i> |
|----------------------------------|---------------------|---------------------------|--------------------|
| FEDERAL GRANTS | 0 | 0 | 0 |
| STATE GRANTS | 0 | 0 | 0 |
| STATE SHARED REVENUES | 6,479,592 | 6,638,540 | 6,706,055 |
| GRANTS FROM LOCAL UNITS | 10,000 | 0 | 0 |
| SH. REV. FROM LOCAL UNITS | 84,152 | 70,000 | 70,000 |
| TOTALS | 6,573,744 | 6,708,540 | 6,776,055 |

CHARGES FOR SERVICE

| <i>Charges for Services</i> | <i>FY14 Actuals</i> | <i>FY15 Y/E Estimates</i> | <i>FY16 Budget</i> |
|-----------------------------|---------------------|---------------------------|--------------------|
| CHARGES FOR SERVICES | 705,971 | 593,556 | 564,000 |
| PUBLIC SAFETY | 568,318 | 560,620 | 507,000 |
| PHYSICAL ENVIRONMENT | 2,657,748 | 2,634,000 | 2,600,000 |
| CULTURE/RECREATION | 498,608 | 494,150 | 624,000 |
| TOTALS | 4,430,644 | 4,282,326 | 4,295,000 |

Budget In Brief

FINE AND FORFEITS

| <i>Fines and Forfeits</i> | <i>FY14 Actuals</i> | <i>FY15 Y/E Estimates</i> | <i>FY16 Budget</i> |
|---------------------------------------|---------------------|---------------------------|--------------------|
| JUDGEMENTS & FINES | 640,569 | 732,225 | 478,000 |
| LIBRARY FINES | 5,975 | 577 | 577 |
| VIOLATIONS OF LOCAL ORDINANCES | 66,253 | 121,065 | 59,000 |
| OTHER FINES /OR FORFEITS | 1,908,596 | 1,790,700 | 289,000 |
| TOTALS | 2,621,393 | 2,644,567 | 826,577 |

MISCELLANEOUS REVENUES

| <i>Miscellaneous Revenues</i> | <i>FY14 Actuals</i> | <i>FY15 Y/E Estimates</i> | <i>FY16 Budget</i> |
|-------------------------------------|---------------------|---------------------------|--------------------|
| INTERST & OTHER EARNINGS | 27,005 | 39,500 | 23,800 |
| RENTS & ROYALTIES | 3,451,572 | 1,795,706 | 1,387,000 |
| CONTRIBUTION/DONATIONS | 260,498 | 690,381 | 216,000 |
| MISCELLANEOUS REVENUES | 1,031,060 | 342,024 | 206,000 |
| TOTALS | 4,770,135 | 2,867,611 | 1,832,800 |

NON-REVENUES

| <i>Non-Revenues</i> | <i>FY14 Actuals</i> | <i>FY15 Y/E Estimates</i> | <i>FY16 Budget</i> |
|--------------------------------------|---------------------|---------------------------|--------------------|
| INTERFUND TRANSFER | 0 | 480,543 | |
| ENTERPRISE FUND CONTRIBUTIONS | 5,352,651 | 5,905,239 | 6,152,292 |
| NON-OPERATING SOURCES | 0 | 18,740,666 | 8,853,616 |
| TOTALS | 5,352,651 | 25,126,448 | 15,005,908 |

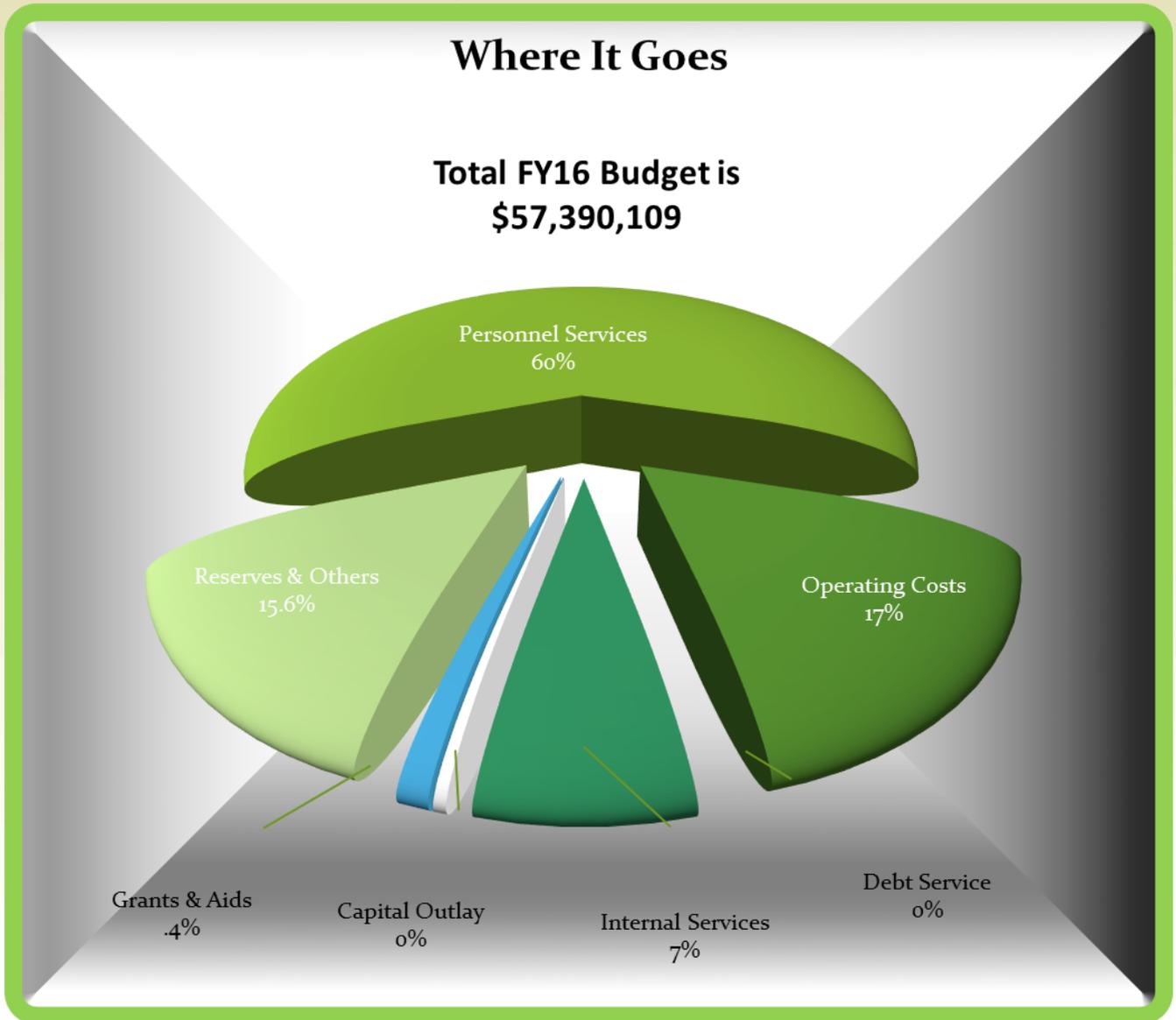
TRANSFERS OUT

| <i>TRANSFERS OUT</i> | <i>FY14 Actuals</i> | <i>FY15 Y/E Estimates</i> | <i>FY16 Budget</i> |
|----------------------|---------------------|---------------------------|--------------------|
| TRANSFERS OUT | 0 | -79,498 | 0 |
| TOTALS | 0 | -79,498 | 0 |

| <i>Revenue Sources</i> | <i>FY 16 Proposed Budget</i> |
|---------------------------------|------------------------------|
| Licenses & Permits | 3,909,855 |
| Intergovernmental Revenue | 6,776,055 |
| Charges for Services | 4,295,000 |
| Fines and Forfeits | 826,577 |
| Miscellaneous Revenues | 1,832,800 |
| Non-Revenues | 15,005,908 |
| Transfers Out | 0 |
| Total FY 16 General Fund | 57,390,109 |

Budget In Brief

General Fund Expenditure: Where It Goes



| |
|-------------------------------|
| Personnel: \$34,177,428 |
| Operating: \$9,849,158 |
| Internal Service: \$4,041,136 |
| Capital Outlay: \$241,200 |
| Grants: \$618,700 |
| Reserves: \$8,462,487 |

Budget In Brief

Expenditures by Department with Variance

| DEPARTMENT | FY14 | FY15 | | FY16 | INCREASE (DECREASE) | PERCENT CHANGE |
|----------------------------------|-------------------|-------------------|----------------------|--------------------|------------------------|-------------------|
| | ACTUAL EXPENSE | ADOPTED BUDGET | ESTIMATED EXPENSE | PROPOSED BUDGET | | |
| <u>General Fund</u> | | | | | | |
| Building | 1,257,980 | 1,621,726 | 1,631,118 | 1,462,133 | (159,593) | -10% |
| City Attorney | 927,253 | 1,098,873 | 1,173,278 | 1,030,306 | (68,567) | -6% |
| City Clerk | 553,568 | 705,480 | 717,128 | 550,839 | (154,641) | -22% |
| City Manager | 1,672,602 | 1,527,150 | 1,518,720 | 1,609,778 | 82,628 | 5% |
| Code Compliance | 770,786 | 852,956 | 1,021,090 | 1,209,561 | 356,605 | 42% |
| CP&D | 1,471,395 | 803,706 | 1,677,332 | 929,722 | 126,016 | 16% |
| Finance | 2,379,134 | 2,518,498 | 2,290,223 | 2,535,000 | 16,502 | 1% |
| Information Technology | 1,558,916 | 1,803,268 | 1,801,484 | 1,818,758 | 15,490 | 1% |
| Library | 1,021,780 | 991,689 | 2,046,282 | 963,162 | (28,527) | -3% |
| Mayor/Council | 597,708 | 634,947 | 642,821 | 651,806 | 16,859 | 3% |
| MOCA | 1,170,476 | 1,018,973 | 3,034,224 | 1,041,173 | 22,200 | 2% |
| Non-Departmental | 1,348,290 | 8,527,466 | 2,471,299 | 6,793,137 | (1,734,329) | -20% |
| Office of Management & Budget | 261,824 | 284,423 | 288,460 | 284,953 | 530 | 0% |
| Parks & Recreation Department | 6,021,394 | 6,750,172 | 7,205,619 | 6,933,669 | 183,497 | 3% |
| Personnel | 707,157 | 627,007 | 629,966 | 643,687 | 16,680 | 3% |
| Police | 23,206,344 | 24,560,116 | 25,027,361 | 24,080,133 | (479,983) | -2% |
| Public Works | 5,929,110 | 5,433,620 | 6,023,092 | 4,492,015 | (941,605) | -17% |
| Purchasing | 332,642 | 372,818 | 308,123 | 360,277 | (12,541) | -3% |
| TOTAL - GENERAL FUND | 51,188,359 | 60,132,888 | 59,507,620 | 57,390,109 | (2,742,779) | -4.56% |

Budget In Brief

| SPECIAL REVENUE FUNDS | FY14 | FY15 | | FY16 | INCREASE (DECREASE) | PERCENT CHANGE |
|-----------------------------------|-------------------|-------------------|----------------------|--------------------|------------------------|-------------------|
| | ACTUAL EXPENSE | ADOPTED BUDGET | ESTIMATED EXPENSE | PROPOSED BUDGET | | |
| C.D.B.G. Entitlement | 1,337,372 | 832,312 | 842,824 | 864,510 | 32,198 | 4% |
| Development Impact Fees | - | 59,781 | - | 59,781 | - | 0% |
| Federal Forfeiture Fund | - | 425,379 | 290,000 | 323,000 | (102,379) | -24% |
| Half Cent Transportation Surtax | 2,000,869 | 3,337,975 | 3,593,191 | 1,814,945 | (1,523,030) | -46% |
| Home Investment Partnership Prog | 307,242 | 215,934 | 182,959 | 248,564 | 32,630 | 15% |
| Justice Assistance Grant | 37,944 | 112,769 | 121,417 | 88,999 | (23,770) | -21% |
| Landfill Closure Fund | 2,331,096 | 13,851,516 | 2,147,044 | 12,833,978 | (1,017,538) | -7% |
| Law Enforcement Trust Fund | 168,607 | 336,817 | 280,000 | 169,000 | (167,817) | -50% |
| Neighborhood Stabilization Progra | 674,459 | 351,776 | 491,779 | 554,482 | 202,706 | 58% |
| Police Training Fund | 20,076 | 11,000 | 11,000 | 11,000 | - | 0% |
| State Housing Initiative Prgm | 88,903 | 173,909 | 174,238 | 187,551 | 13,642 | 8% |
| TOTAL - SPECIAL REV | 6,966,568 | 19,709,168 | 8,134,452 | 19,624,755 | (1,952,445) | 0% |

| DEBT SERVICE FUNDS | FY14 | FY15 | | FY16 | INCREASE (DECREASE) | PERCENT CHANGE |
|-----------------------------------|-------------------|-------------------|----------------------|--------------------|------------------------|-------------------|
| | ACTUAL EXPENSE | ADOPTED BUDGET | ESTIMATED EXPENSE | PROPOSED BUDGET | | |
| F.M.L.C. - Series 2002A - G.O. De | - | - | - | - | - | - |
| Pension Obligation Bond | 2,079,225 | 1,786,450 | 2,033,138 | 1,786,138 | (312) | 0% |
| TOTAL - DEBT SERVICE FUNDS | 2,079,225 | 1,786,450 | 2,033,138 | 1,786,138 | (312) | 0% |

| CAPITAL PROJECTS FUNDS | FY14 | FY15 | | FY16 | INCREASE (DECREASE) | PERCENT CHANGE |
|--------------------------------------|-------------------|-------------------|----------------------|--------------------|------------------------|-------------------|
| | ACTUAL EXPENSE | ADOPTED BUDGET | ESTIMATED EXPENSE | PROPOSED BUDGET | | |
| E. May Avil Library | - | 23,693 | 23,693 | - | (23,693) | -100% |
| Pepper Park Youth Center | 4,431,158 | - | 214,544 | - | - | 0% |
| Safe Neighborhood Parks | 46 | - | - | - | - | 0% |
| Transportation Gas Tax | 362,387 | 292,000 | 364,413 | 289,187 | (2,813) | -1% |
| TOTAL - CAPITAL PROJECT FUNDS | 4,793,591 | 315,693 | 602,650 | 289,187 | (26,506) | -8% |

| ENTERPRISE FUNDS | FY14 | FY15 | | FY16 | INCREASE (DECREASE) | PERCENT CHANGE |
|---------------------------------|-------------------|-------------------|----------------------|--------------------|------------------------|-------------------|
| | ACTUAL EXPENSE | ADOPTED BUDGET | ESTIMATED EXPENSE | PROPOSED BUDGET | | |
| W & S | 23,549,319 | 48,908,316 | 43,919,962 | 48,763,864 | (144,452) | 0% |
| Water Fire Flow Demand | - | 988,610 | - | 988,610 | - | 0% |
| Stormwater Utility | 2,325,987 | 2,764,285 | 2,764,683 | 3,046,642 | 282,357 | 10% |
| TOTAL - ENTERPRISE FUNDS | 25,875,306 | 52,661,211 | 46,684,645 | 52,799,116 | 137,905 | 0% |

| INTERNAL SERVICE FUNDS | FY14 | FY15 | | FY16 | INCREASE (DECREASE) | PERCENT CHANGE |
|---------------------------------|-------------------|-------------------|----------------------|--------------------|------------------------|-------------------|
| | ACTUAL EXPENSE | ADOPTED BUDGET | ESTIMATED EXPENSE | PROPOSED BUDGET | | |
| Risk Management | 1,388,597 | 2,893,385 | 2,537,524 | 2,514,810 | (378,575) | -13% |
| Fleet Management | 2,520,299 | 4,171,613 | 3,091,591 | 4,340,899 | 169,286 | 4% |
| TOTAL - INTERNAL SERVICE | 3,908,896 | 7,064,998 | 5,629,115 | 6,855,709 | (209,289) | -3% |

| Trust and Agency Fund | FY14 | FY15 | | FY16 | INCREASE (DECREASE) | PERCENT CHANGE |
|---------------------------------------|-------------------|-------------------|----------------------|--------------------|------------------------|-------------------|
| | ACTUAL EXPENSE | ADOPTED BUDGET | ESTIMATED EXPENSE | PROPOSED BUDGET | | |
| Replacement Benefit Plan | 36,252 | 36,252 | 36,252 | 36,252 | - | 0% |
| TOTAL - TRUST AND AGENCY FUNDS | 36,252 | 36,252 | 36,252 | 36,252 | - | 0% |

| | | | | | | |
|--------------------------|-------------------|--------------------|--------------------|--------------------|--------------------|---------------|
| TOTAL - ALL FUNDS | 97,256,173 | 141,706,660 | 124,319,672 | 138,781,266 | (4,793,426) | -2.06% |
|--------------------------|-------------------|--------------------|--------------------|--------------------|--------------------|---------------|

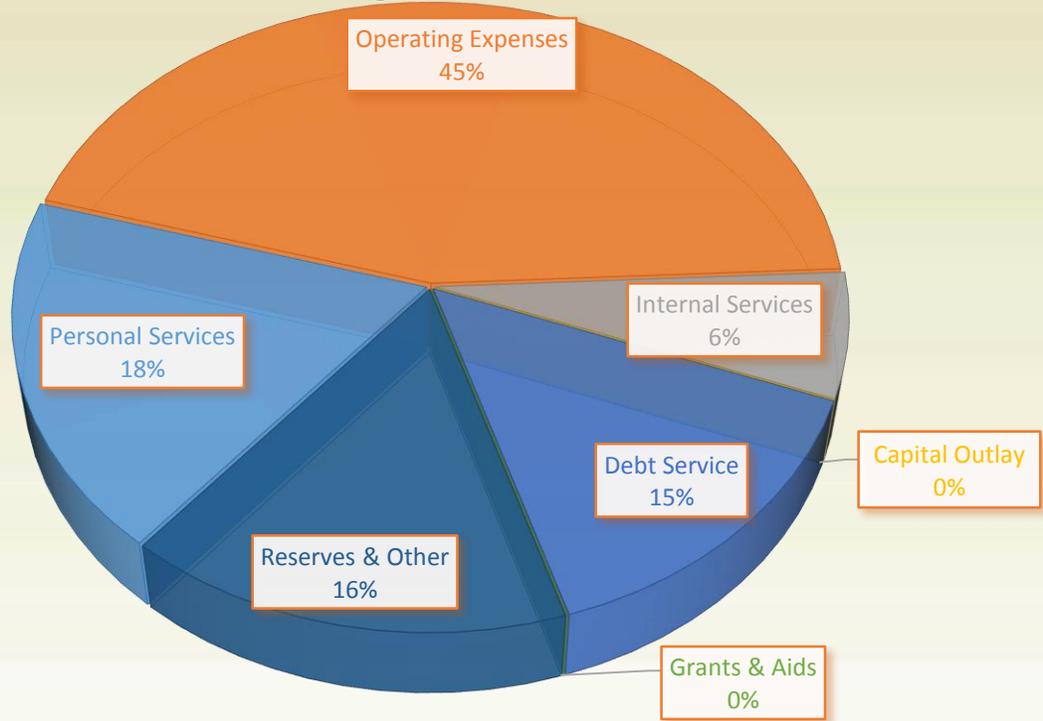
Budget In Brief

| Department | FY11-12 | FY12-13 | FY13-14 | FY14-15 | FY15-16 |
|---------------------------------------|------------|-------------|------------|------------|------------|
| MAYOR/COUNCIL | 2 | 2 | 2 | 2 | 2 |
| CITY MANAGER | 6 | 6 | 7 | 8 | 8 |
| CITY CLERK | 4 | 5 | 5 | 4 | 4 |
| FINANCE | 23 | 23 | 23 | 24 | 24 |
| CITY ATTORNEY OFFICE | 5 | 5 | 5 | 5 | 5 |
| PERSONNEL ADMINISTRATION | 4 | 4.5 | 4.29 | 5 | 5 |
| INFORMATION TECHNOLOGY | 10 | 10 | 11 | 11 | 10 |
| POLICE | 158 | 158 | 160 | 159 | 159 |
| COMMUNITY PLANNING & DEVELOPMENT | 4 | 4 | 5 | 6 | 7 |
| PUBLIC WORKS | 19 | 19 | 21 | 25 | 21 |
| BUDGET OFFICE | 2 | 2 | 2 | 2 | 2 |
| PARKS & RECREATION | 80 | 81 | 83.5 | 48 | 48 |
| MUSEUM OF CONTEMPORARY ART | 5 | 5 | 5 | 6 | 6 |
| BUILDING DEPARTMENT | 18 | 15.5 | 9 | 8 | 5 |
| CODE ENFORCEMENT | 9 | 8 | 9 | 8 | 13 |
| LIBRARY | 11 | 9.5 | 9.5 | 8 | 8 |
| PURCHASING | 3 | 3 | 3 | 3 | 3 |
| TOTALS FOR ALL DEPARTMENTS | 363 | 360. | 364 | 332 | 330 |

Budget In Brief

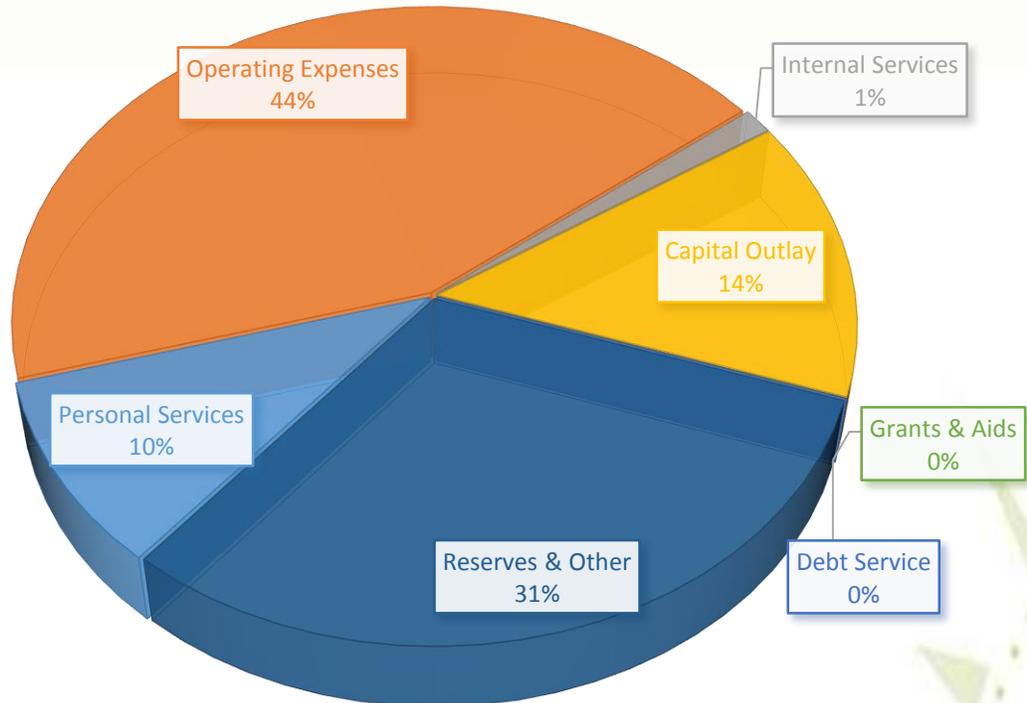
FY15/16 STORMWATER

Total Budget \$3,046,642

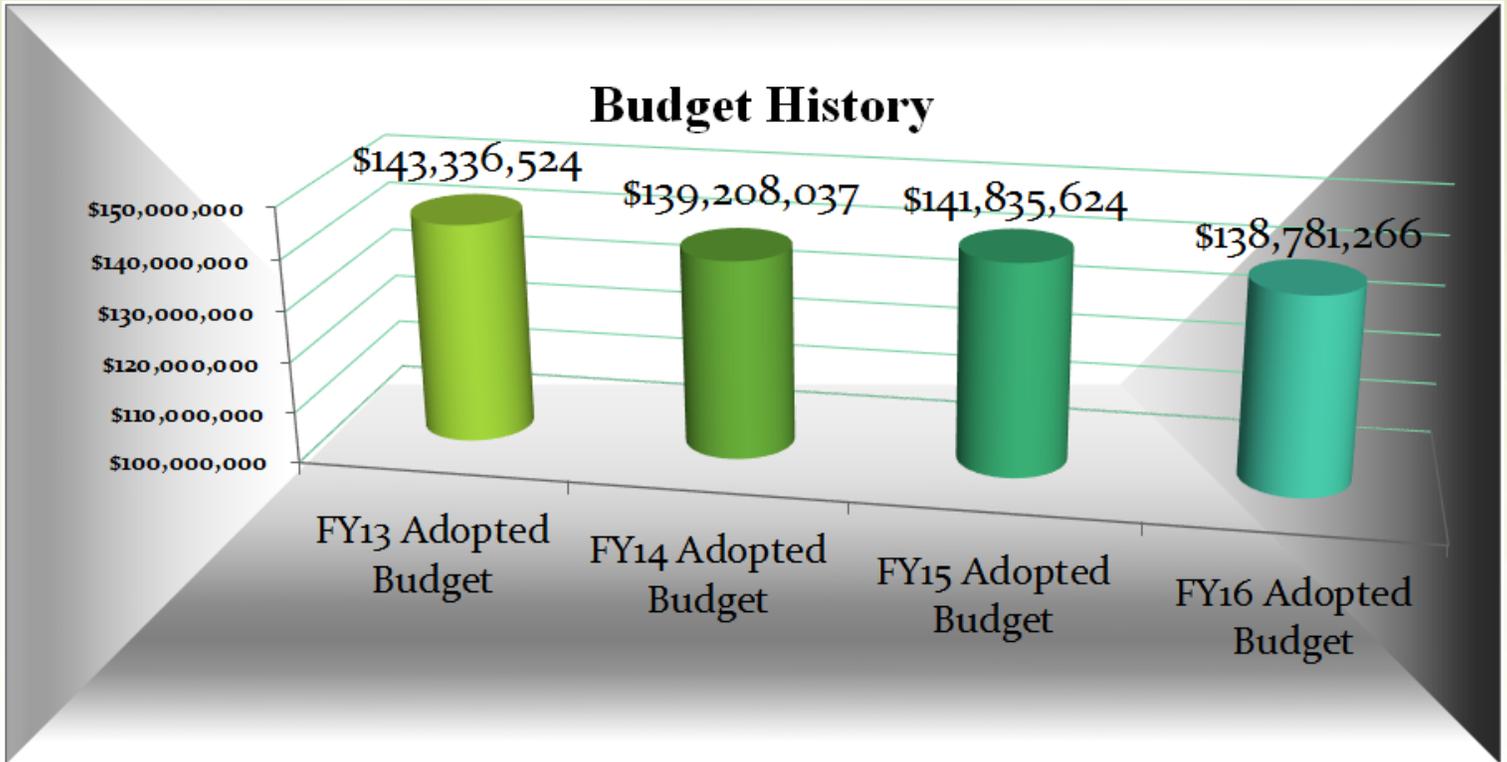


FY15/16 WATER & SEWER

Total Budget \$48,763,864



2015–16 Total Adopted Budget



Budget In Brief

FY15/16 Capital Projects

| CITY OF NORTH MIAMI | | | | | | | | | |
|---|------------|---|-------------------|-------------------|-------------------|------------------|------------------|------------------|------------------------|
| CAPITAL IMPROVEMENT PROGRAM SCHEDULE (FY 15/16 - 19/20) | | | | | | | | | |
| | CATEGORY | PROJECTS | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | TOTAL PROJECT ESTIMATE |
| 1 | Building | City Hall Bathroom Rehabilitation - All Four Floors | | 56,960 | | | | | 56,960 |
| 2 | Building | Police Building Replacement of H.V.A.C. Unit | 219,453 | | 35,000 | | | | 254,453 |
| 3 | Building | Mini-Split Air Conditioning for Room | | | 12,896 | 1,896 | 1,896 | 1,896 | 18,584 |
| 4 | Parks | Hurricane Shutters | | | 60,000 | | | | 60,000 |
| 5 | Parks | Key stone Community Center & Playground | | 100,000 | | | | | 100,000 |
| 6 | Parks | Lighting Protection System | | | 32,000 | | | | 32,000 |
| 7 | Parks | N. Bayshore Park Improvements | | 55,030 | | | | | 55,030 |
| 8 | Parks | NM Stadium Repairs | | | 450,000 | | | | 450,000 |
| 9 | Parks | Pepper Park Play ground Replacement | | | 120,000 | | | | 120,000 |
| 10 | Parks | Sasso Pool Renovations | | 200,000 | | | | | 200,000 |
| 11 | Parks | Tennis Courts at San Souci | | 65,000 | | | | | 65,000 |
| 12 | Sewer | Lift Stations Rehabilitation | 3,133,627 | 550,000 | 550,000 | 550,000 | 350,000 | 350,000 | 5,483,627 |
| 13 | Sewer | Sanitary Sewer Rehabilitation - Gravity Improvement | 9,003,413 | 3,500,000 | 1,500,000 | 1,500,000 | 1,500,000 | 1,500,000 | 18,503,413 |
| 14 | Technology | Access Control and Security System | | | 33,100 | 3,255 | 3,418 | 3,589 | 43,362 |
| 15 | Technology | Clearrisk Certificates | | 22,000 | 9,500 | 9,500 | | | 41,000 |
| 16 | Technology | Large Document Scanners | | | 32,500 | 2,500 | 2,500 | 2,500 | 40,000 |
| 17 | Technology | Switch Replacement City Hall | 60,000 | 42,000 | 42,000 | 42,000 | 30,000 | 30,000 | 246,000 |
| 18 | Technology | Tyler Transparency Portal | | 18,500 | 18,500 | 18,500 | 18,500 | 18,500 | 92,500 |
| 19 | Technology | Use-of-Force and Firearms Training System | | | 32,000 | | | | 32,000 |
| 20 | Technology | Communications Unit Consoles Upgrade | | | 60,000 | | | | 60,000 |
| 21 | Technology | Laptop Replacements for Mobile Field Operation | | 49,200 | 49,200 | 49,200 | 16,400 | | 164,000 |
| 22 | Technology | License Plate Readers | | | 38,500 | 525 | 550 | 575 | 40,150 |
| 23 | Technology | Security Camera System and Internet Access | | | 150,000 | | | | 150,000 |
| 24 | Trans | Downtown Revitalization/Beautification | 960,000 | 100,000 | 30,000 | 950,000 | 300,000 | 300,000 | 2,640,000 |
| 25 | Trans | Sidewalk installation and repairs near roadwork | 836,581 | 387,056 | 100,000 | 100,000 | 100,000 | 100,000 | 1,623,637 |
| 26 | Trans | Traffic Calming Supplies and Installation | | 300,000 | 300,000 | 100,000 | 100,000 | 100,000 | 900,000 |
| 27 | Trans | Transit Shelter Installation | | 49,000 | 49,000 | 49,000 | 49,000 | 49,000 | 245,000 |
| 28 | Trans | Repair/Improve Roadway Medians and Curbs | 562,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 812,000 |
| 29 | Trans | Street Resurfacing | 2,863,468 | 239,187 | 250,000 | 250,000 | 250,000 | 250,000 | 4,102,655 |
| 30 | Veh Repl | Vehicle Replacement | - | 948,211 | | | | | 948,211 |
| 31 | Water | Upgrade of Existing Lime Softening Water Plant | 4,367,586 | 1,737,995 | 12,978,295 | 6,000,000 | 6,000,000 | | 31,083,876 |
| 32 | Water | Water Line Replacement | 2,744,733 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 4,244,733 |
| 33 | Water | Water Main Improvement Projects | 500,000 | 3,000,000 | | | | | 3,500,000 |
| TOTAL PROJECT COSTS | | | 25,250,861 | 11,770,139 | 17,282,491 | 9,976,376 | 9,072,264 | 3,056,060 | 76,408,191 |

The City of North Miami defines a “capital expenditure” as the cost(s) associated with the acquisition of land, improvements to land, easements, buildings, vehicles, machinery, equipment, works of art and historical treasures, infrastructure, and other tangible or intangible assets that are used in operations and that have an initial useful life extending beyond a single reporting period. The minimum dollar threshold for a capital expenditure is \$1,000. Capital expenditures with a minimum dollar threshold of \$5,000 are recognized as depreciable as recommended by the GFOA Best Practices. There are no significant reoccurring capital expenditures for the budgeted fiscal year. This year’s total capital budget is forecasted as \$11,770,139.

Section Two:

Major Revenue Source

Major Revenue Sources

This section on major revenue sources was developed as a reference for the primary revenues collected. Tracking, forecasting, and reporting revenue will aid the public and its decision makers in understanding the resources that support the public services the City provides to its community.

The Office of Management and Budget uses a variety of quantitative and qualitative tools to analyze revenue trends for the purpose of forecasting the future. A few of the analytic tests used for this year's revenue forecast include a moving average model, an exponential smoothing model, a mean deviation test, and the rule of the penultimate year.

This methodology is adventitious and that it advances tracking and accuracy in predicting future revenues.

Major revenues:

Ad Valorem Tax

Building Permits

State Shared Revenue

Contributions from Enterprise Operations

Franchise Fees

Other Fines and Forfeits

Utility Service Tax

Communications Tax

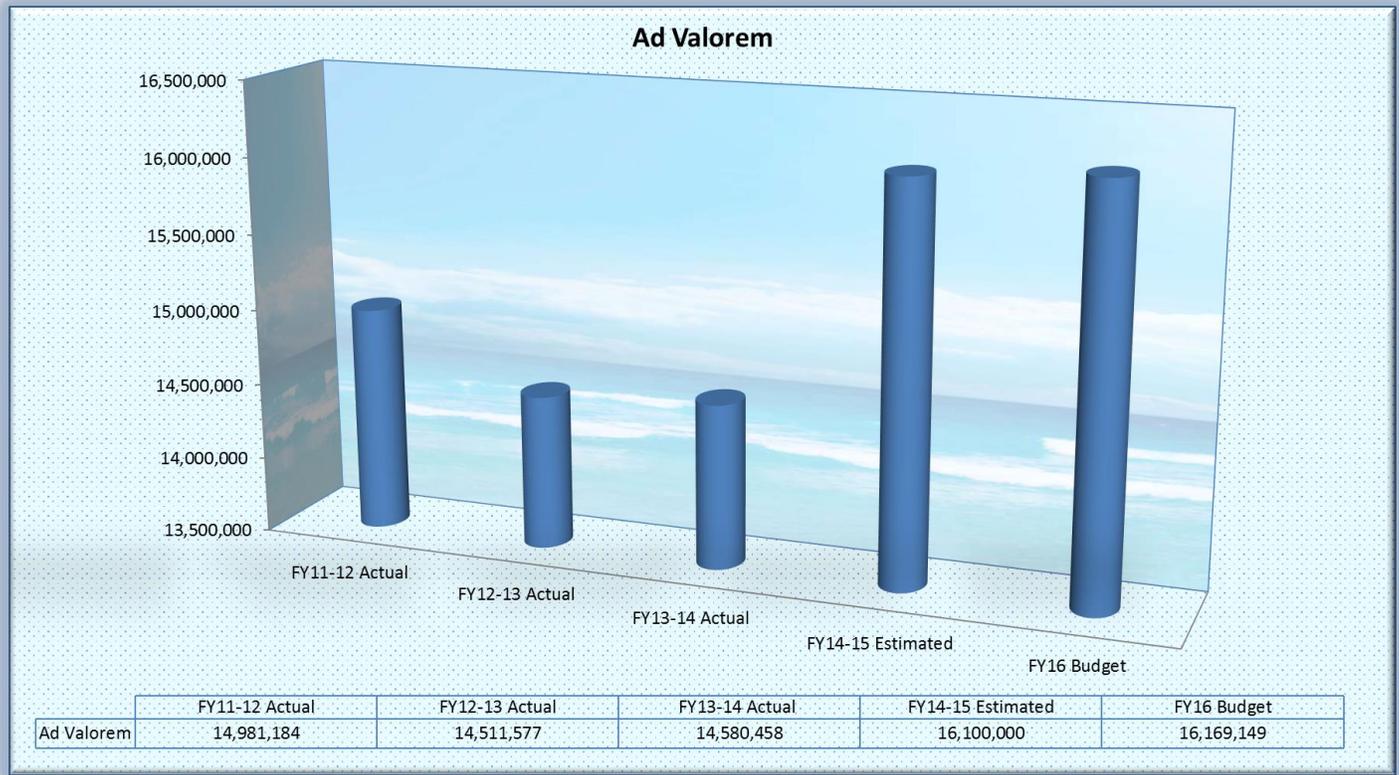
Judgments and Fines

Rents and Royalties

General Sales & Use Tax

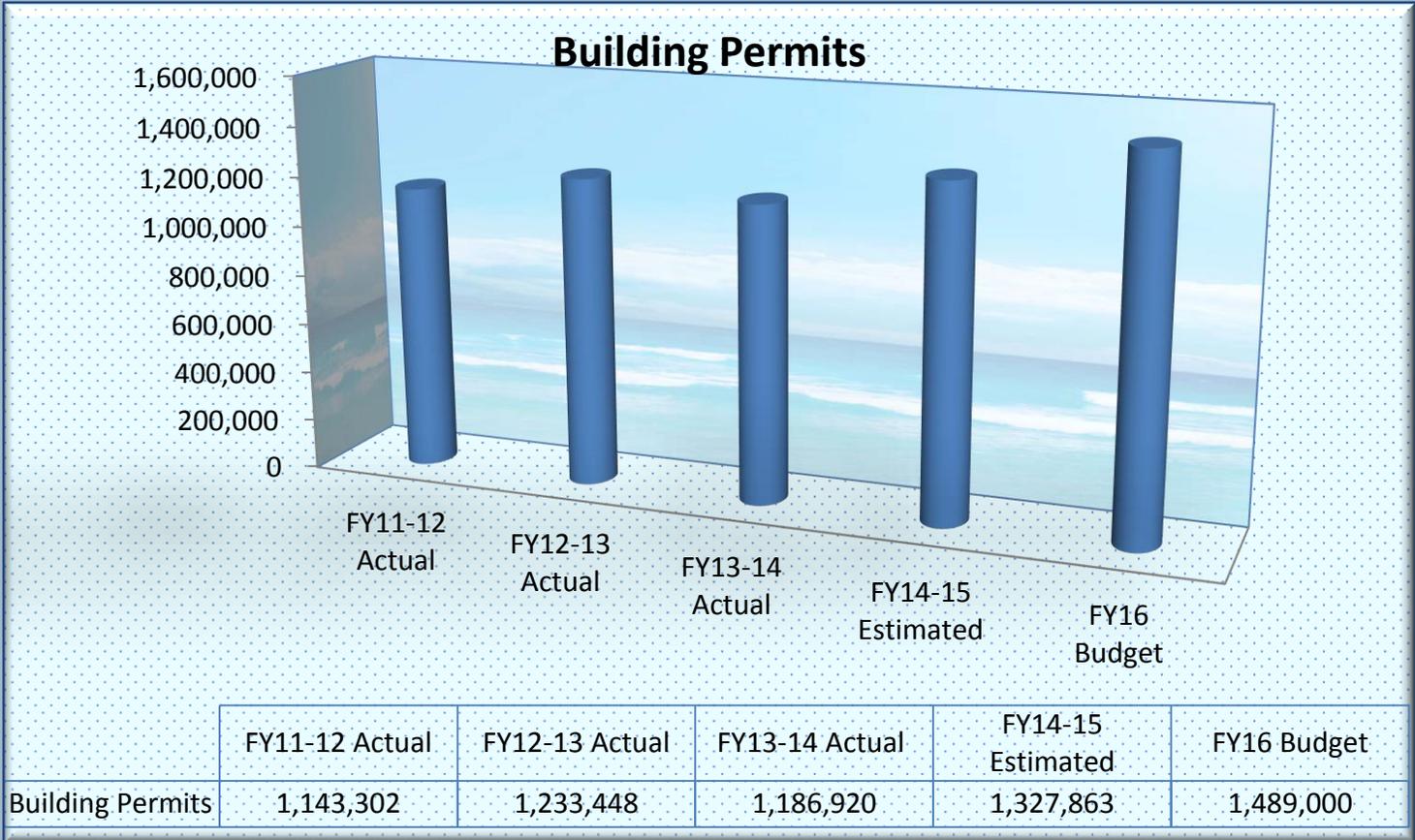
Culture & Recreation

Ad Valorem Tax



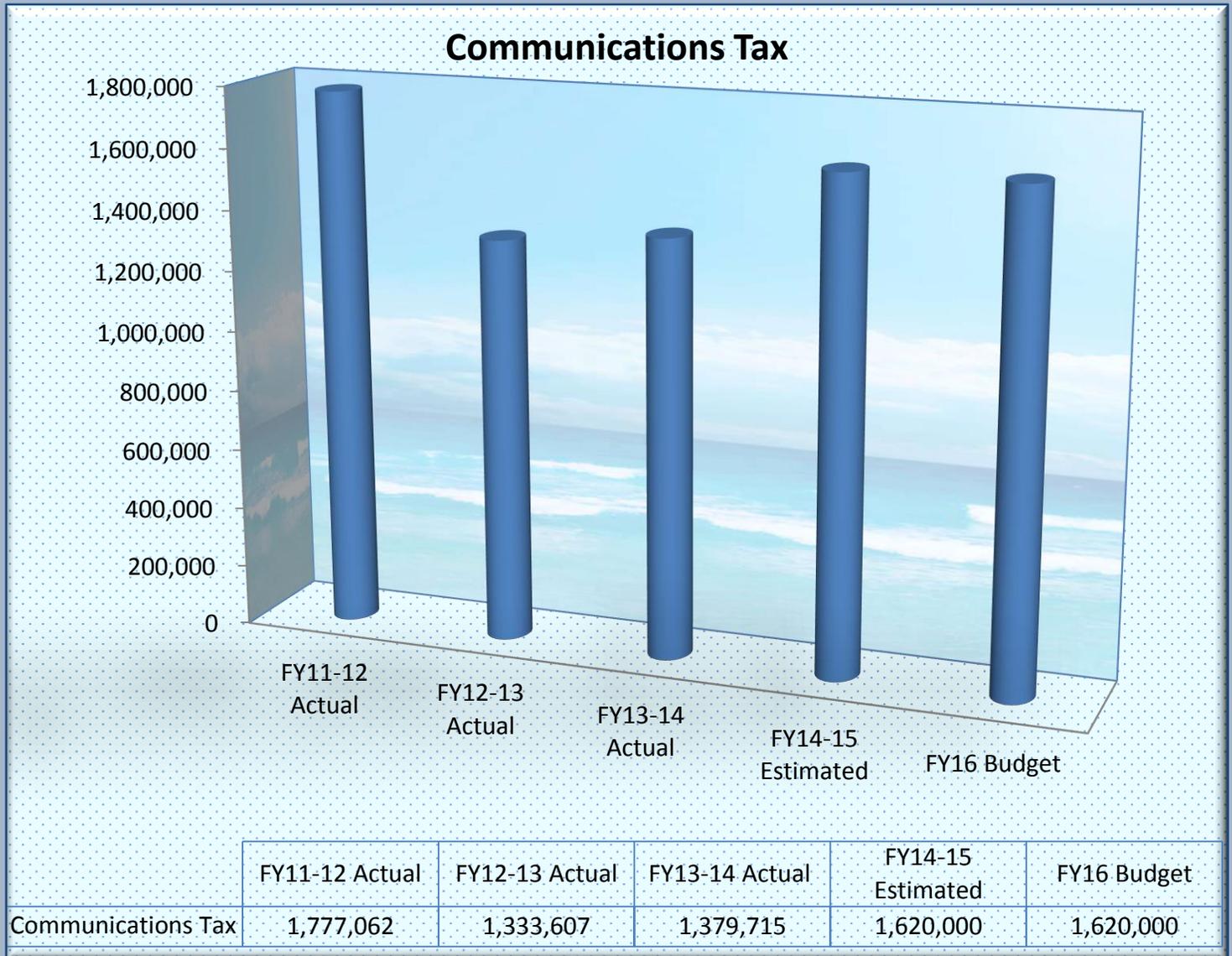
Ad valorem is a levy against the taxable value of real and personal property. The City Council sets the millage rate annually prior to October 1st. One mill is \$1 of tax per \$1,000 of taxable assessed value. The adopted operating millage for FY 2015/16 is 7.9336. The adopted rate for the past three years has been 7.9336. The year-end estimate for FY14-15 is \$16,100,000. Ad Valorem tax revenue for FY15-16 is budgeted at \$16,169,149, which demonstrates a slight increase.

Building Permits



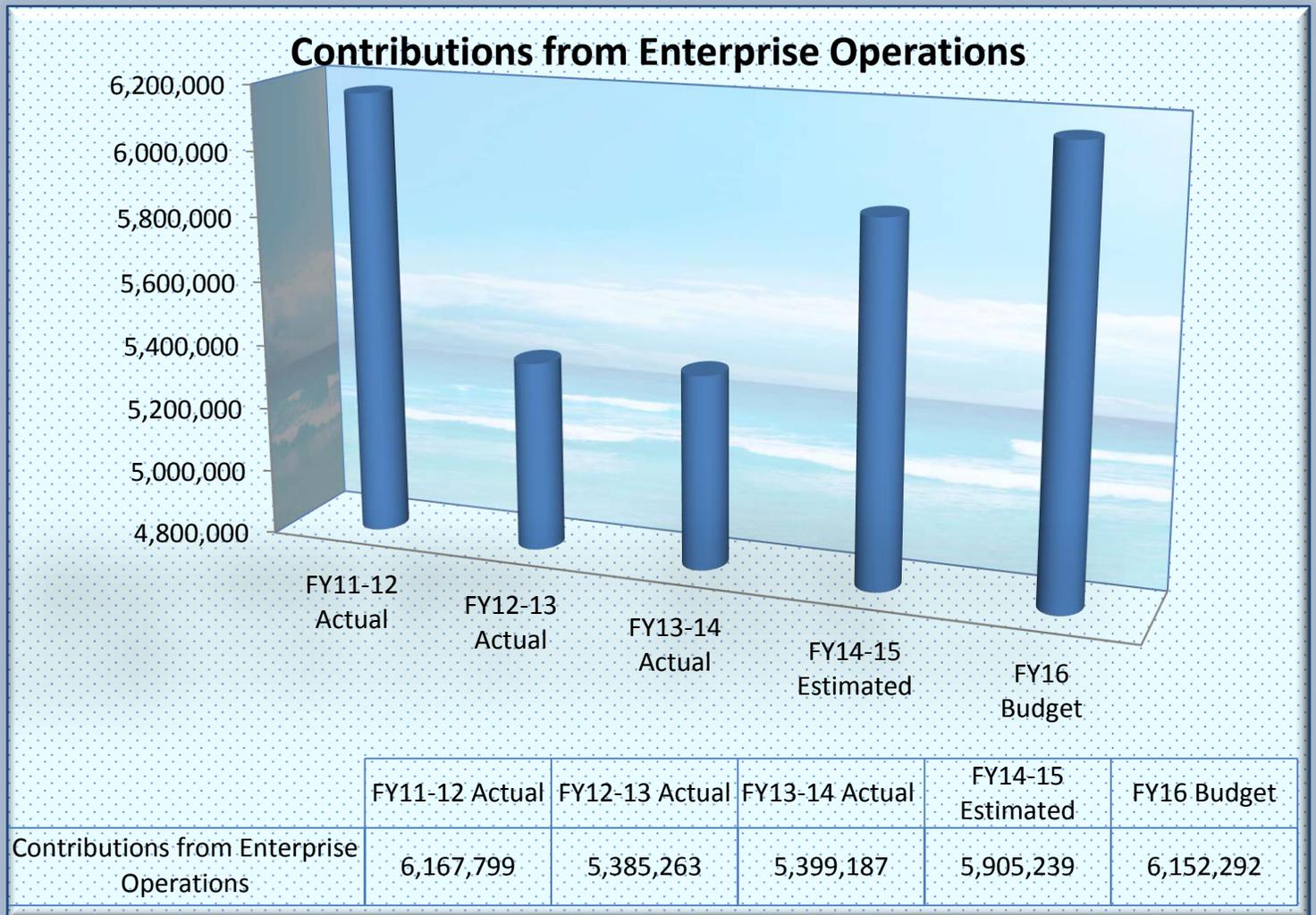
The Building and Minimum Housing Division ensures that any improvements on residential or commercial property such as new construction, interior renovation, structural demolition, or other installations are reviewed prior to the commencement of the work and inspected both during and after the completion of the permitted work. This process ensures that buildings and accessory structures are safe for occupancy and use. The economic downturn impacted the revenue stream generated by the issuance of building permits. Fortunately, two significant projects boosted the City’s revenue in FY 2010 with the construction of two multi-story buildings at Johnson & Wales University, and in FY 2011 with the completion of Whole Foods Market. Notably, the construction of the 183.85 acre master planned community - Biscayne Landings – which commenced in FY 2012, will supplement permit revenue throughout the various phases of construction and ultimately contribute to the City’s tax base when dwelling units and business space are available for occupancy. Building fund revenue is collected from fees and the sale of permits issued to authorize the renovation, construction, or installation of plumbing, electrical, and plumbing work. Revenues for FY16 are forecasted at \$1,489,000 which is a slight increase from FY15 estimated budget of \$1,327,863.

Communications Tax



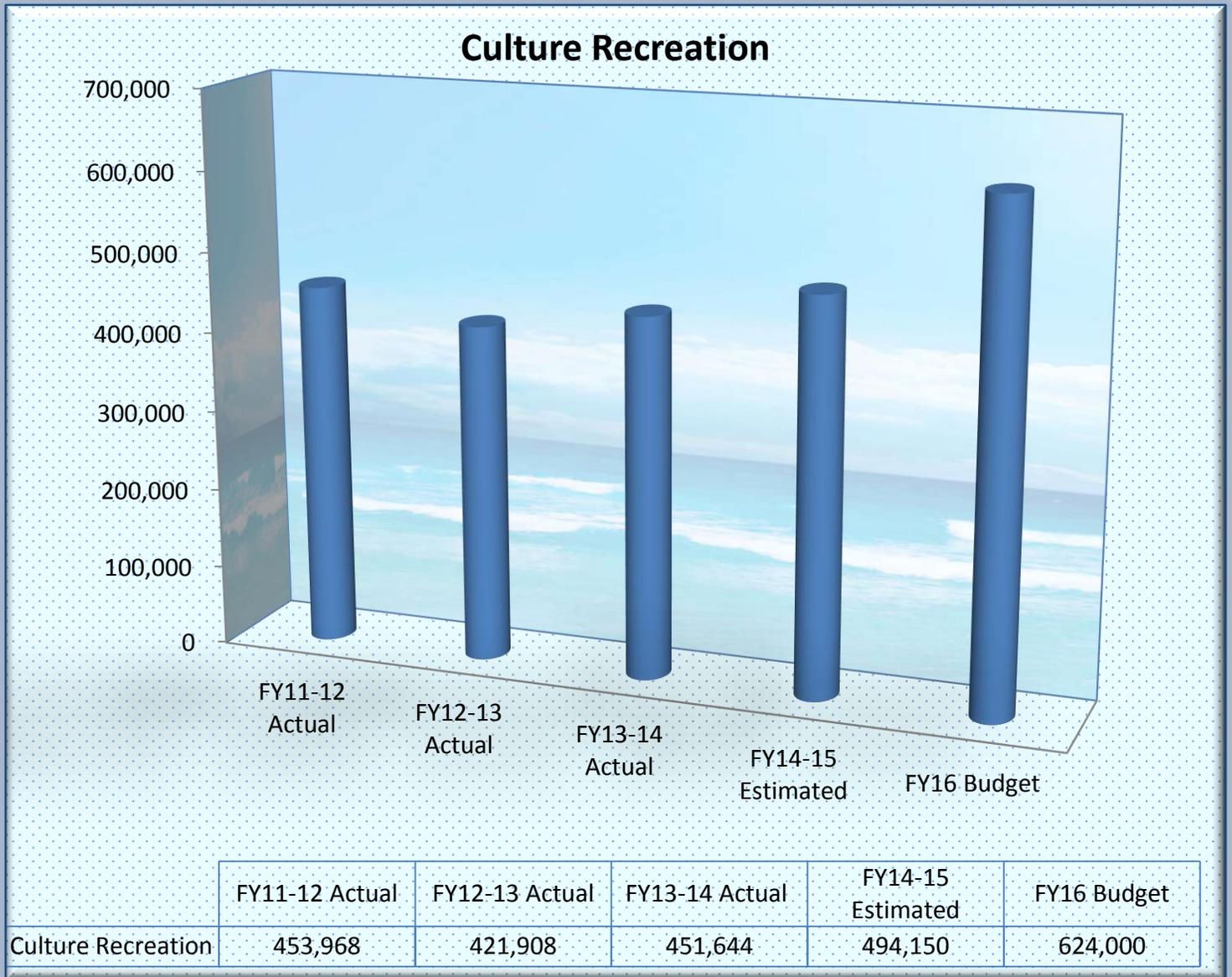
Communication services tax applies to telecommunication, video, direct-to-home satellite, and related communications services. Revenue for FY 15-16 is forecasted at \$1,620,000. That budgeted amount does not change from FY14-15 forecasted total.

Contributions from Enterprise Operations



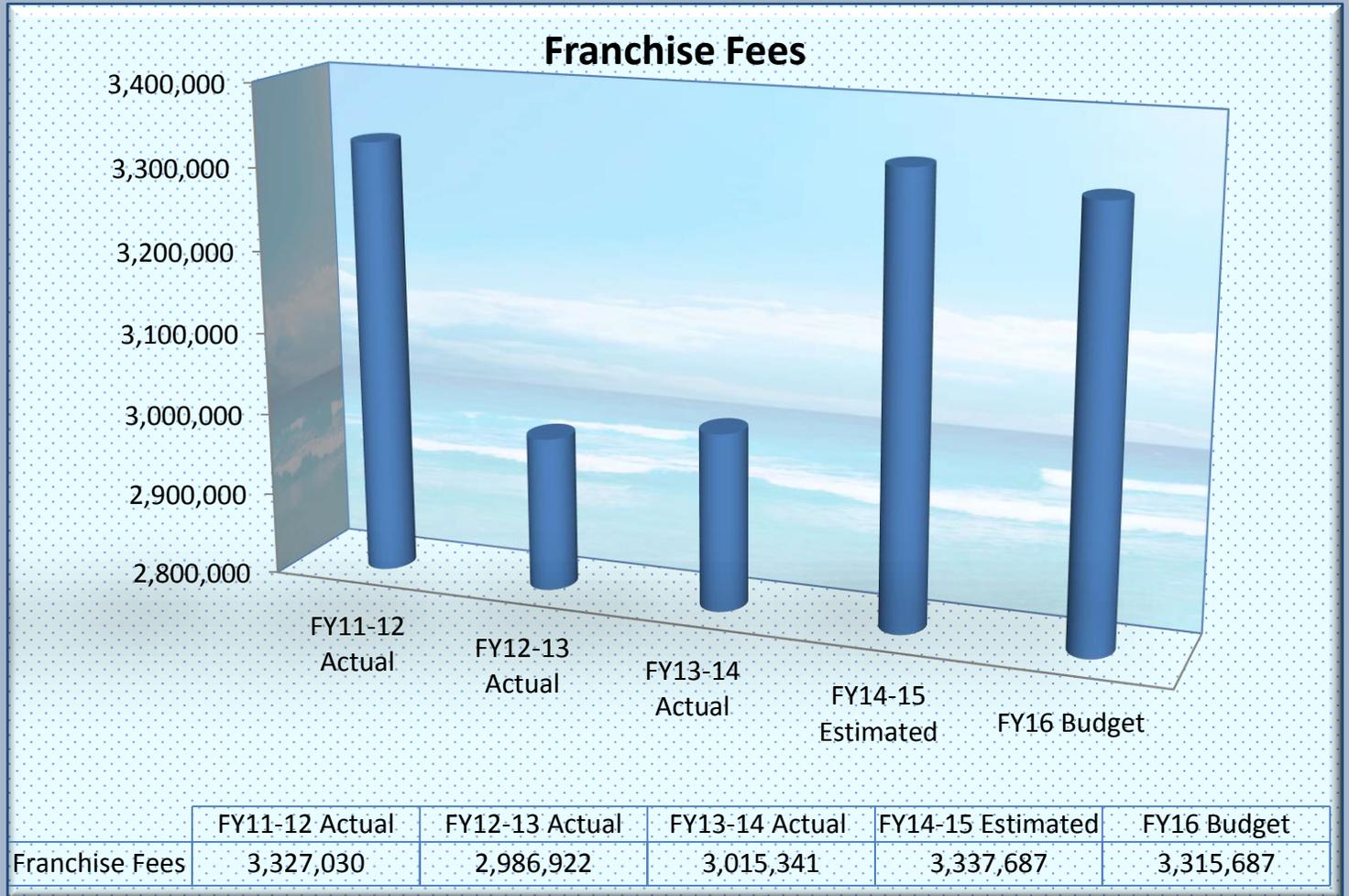
Enterprise funds are used and reported as business-type activities in the government wide financial statements. The City uses enterprise funds to account for its Water and Sewer and Stormwater operations. Solid waste is no longer included. Revenue from enterprise funds for FY 15-16 is forecasted at \$6,152,292. Revenue from FY14-15 is estimated at \$5,905,239.

Culture/Recreation



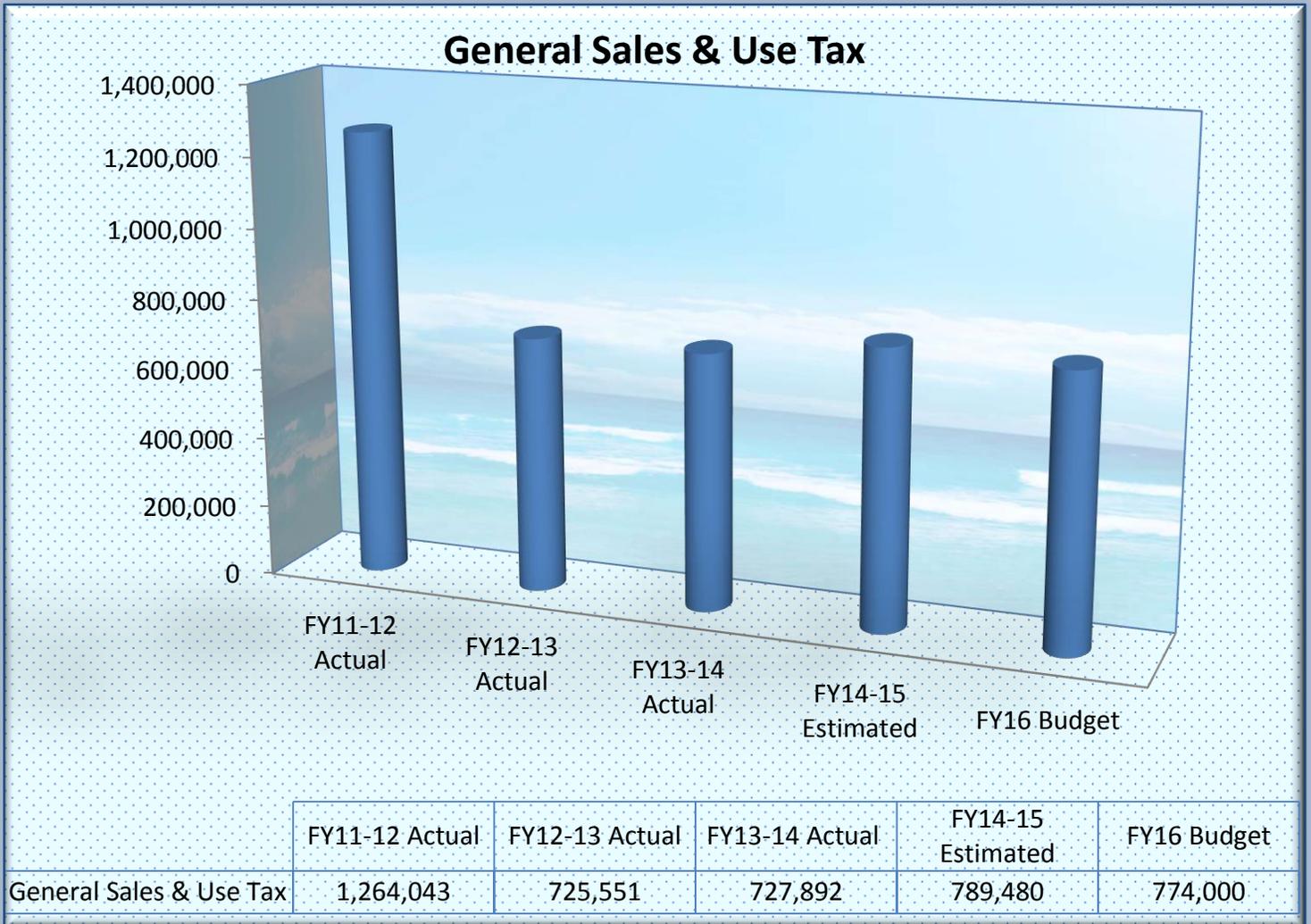
Culture/Recreation revenue includes revenue from adult and youth sports, swimming pool and tennis court fees, nature programs, camps and school programs, recreation facility rentals, athletic stadium and Margolis Center rentals, as well as library subscriber fees. Culture/Recreation budget for FY16 is forecasted at \$624,000 which is a 26% revenue increase from FY15 projected year end estimate of \$494,150.

Franchise Fees



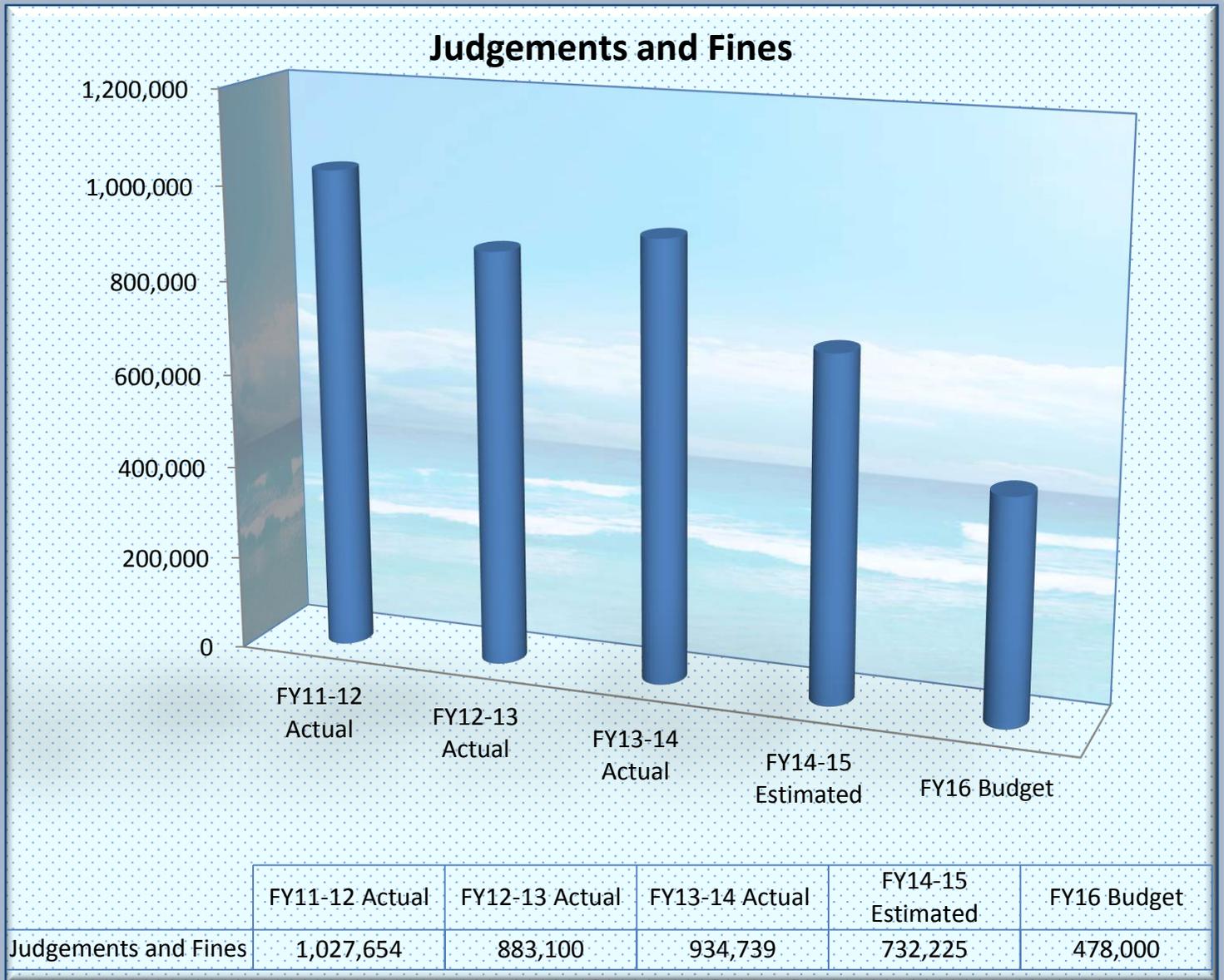
Franchise fees (or taxes) are payments received from electric, gas, telephone, and cable providers within city limits. Payments are made in exchange for each provider's use of public right-of-way to conduct their business within the City. This revenue source started rising in FY13-14 at \$3,015,341, and will continue to rise in FY15-16 with a budgeted amount of \$3,315,687.

General Sales & Use Tax



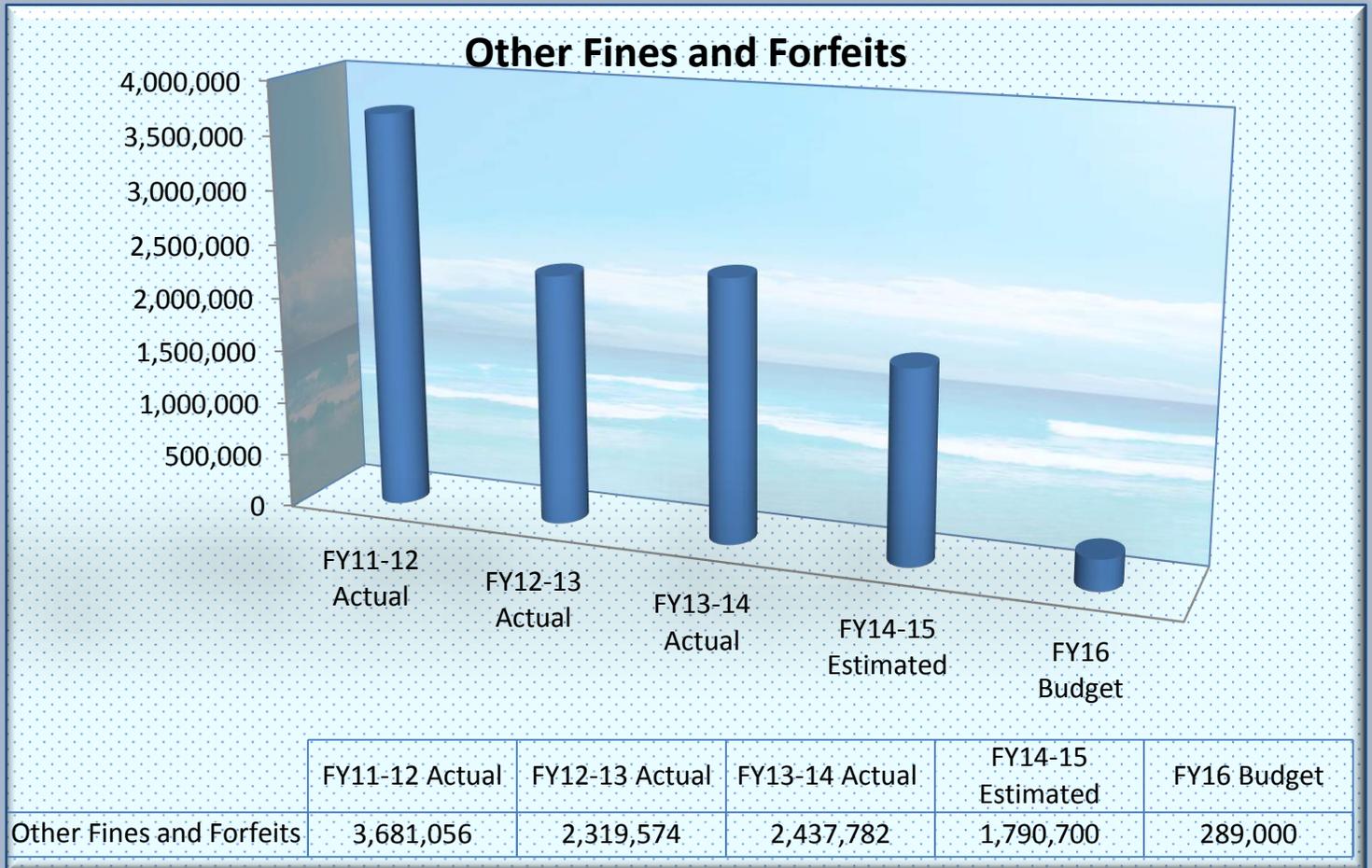
General Sales and Use Tax revenue includes the Local Option Gas Tax. This tax is administered by the State and distributed to the Counties. From the County level it is then distributed to the City of North Miami, which has limited authority in administering this tax. This tax levies on the consumption of fuel. As a result of more fuel efficient vehicles, increased usage in public transportation, and higher gas prices the past few years, revenues have suffered. Nevertheless, this source demonstrated a slight decrease from FY15 estimated revenue of \$789,480 to \$774,000.

Judgements and Fines



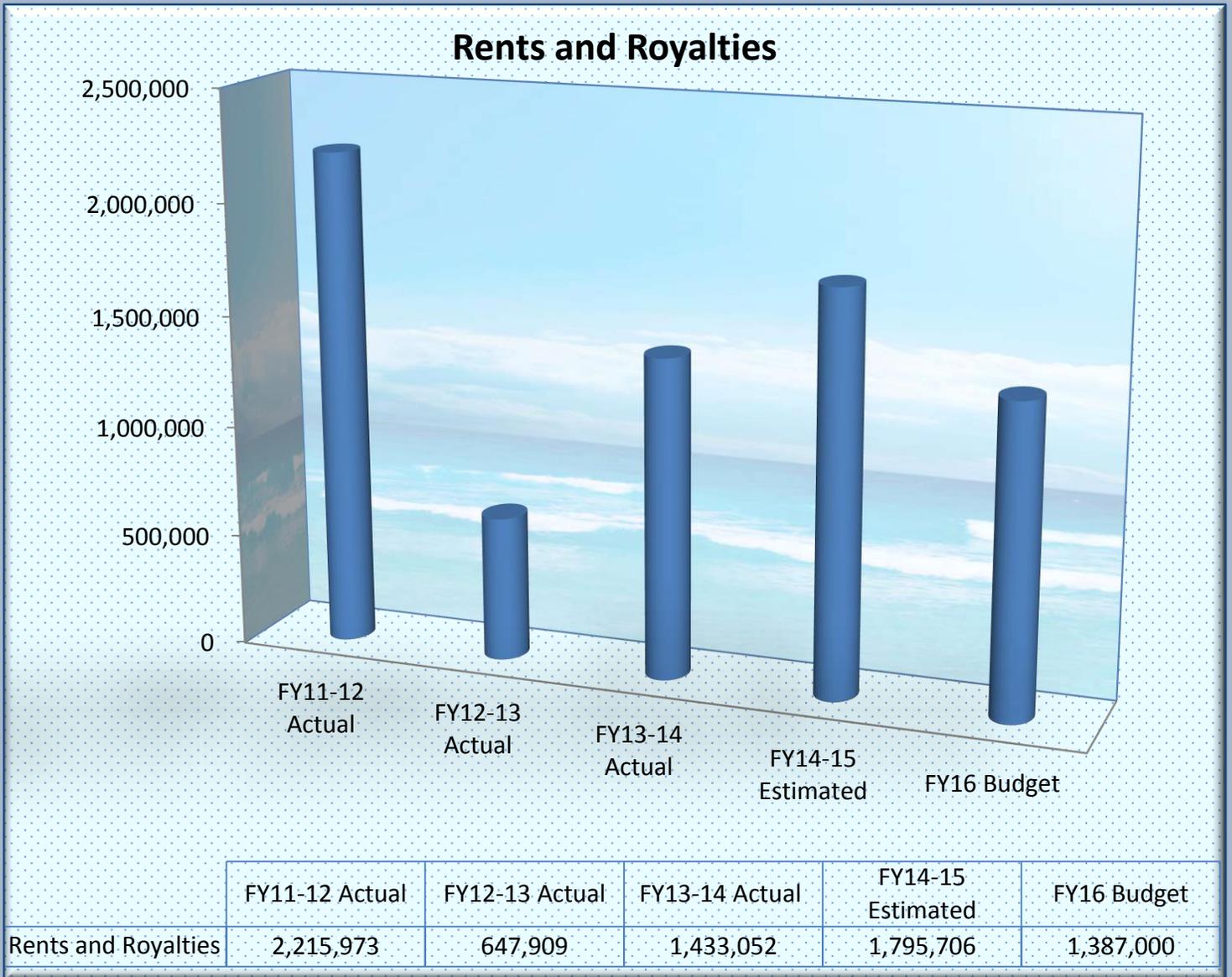
This revenue category includes fines from metro court, code enforcement, special magistrate, and permit penalties. Revenue for FY15-16 is forecasted at \$478,000; a major decrease from FY13-14 revenue of \$934,738 and FY14-15 projected revenue of \$732,225.

Other Fines and Forfeits



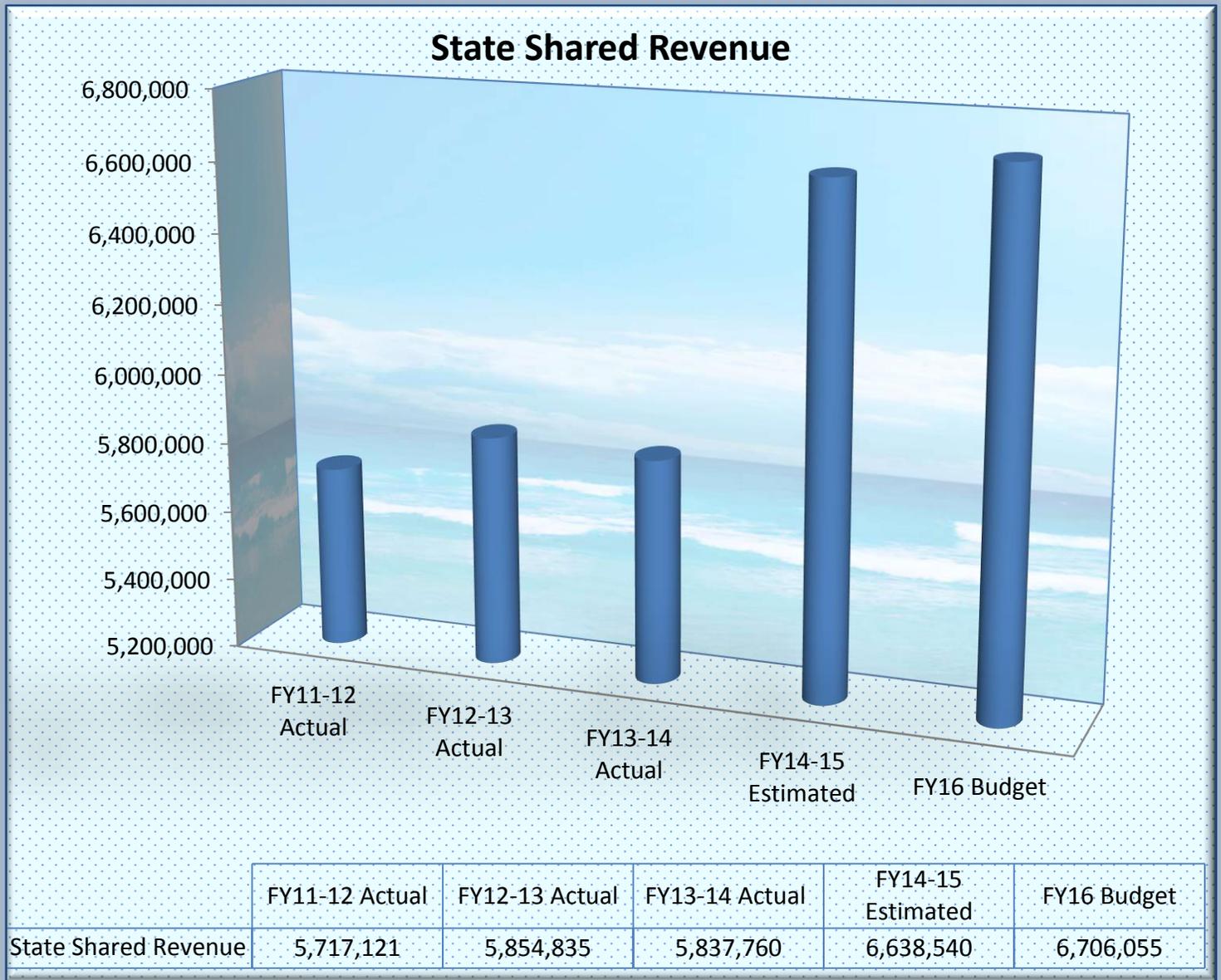
Revenue collected from fines and liens include payments from school crossing guard and parking tickets. This was once a major revenue source but is no longer considered one due to the removal of red light cameras. Revenue for FY14-15 is estimated at \$1,790,700. FY15-16 is forecasted for a major decrease at \$289,000. This drastic change is due to the elimination of red light camera revenue as mentioned above.

Rents and Royalties



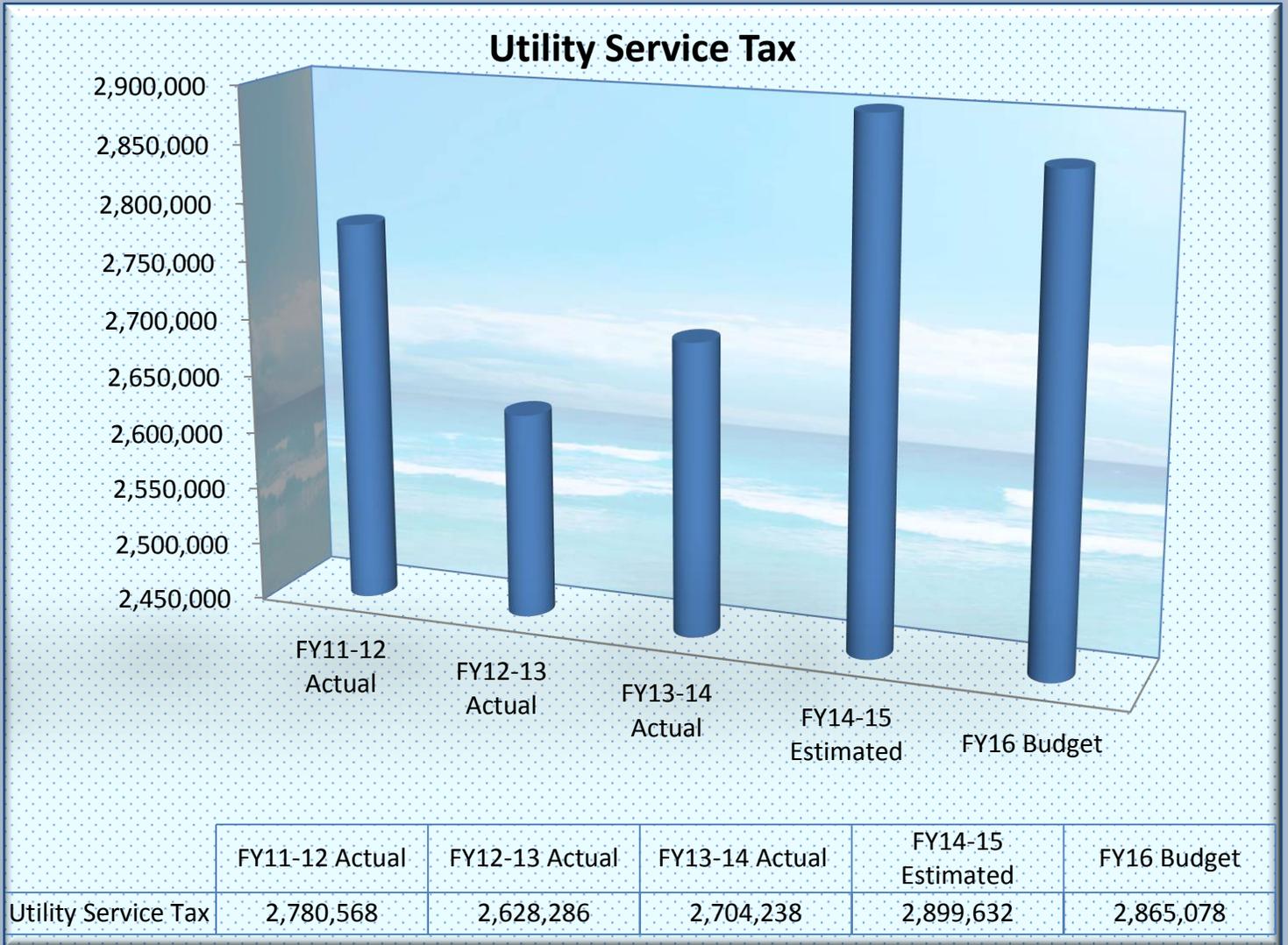
This revenue source includes rents and royalties from City Council approved leases and other agreements. Examples of these agreements include Bellsouth mobility lease, Biscayne Landing lease, and rental revenue from the library. Revenue for FY15-16 is expected to decrease to 1,387,000 from FY14-15 year end estimate of \$1,795,706.

State Shared Revenue



The State of Florida’s Department of Revenue administers the Revenue Sharing Program, which shares a net of cigarette tax collections and sales and use tax collections with local governments. Revenue for FY15-16 is forecasted at \$6,706,055. FY14-15 is estimated at \$6,638,540. This is a slight upward trend.

Utility Service Tax



A Utility Service Tax or Public Service Tax is levied on the purchase of electricity. It is derived from taxes on fuel oil, natural gas, and FP&L. Revenue for FY15-16 is forecasted at \$2,865,078, which is a slight decrease from FY14-15 projected year-end estimate of \$2,899,632.

Section Three:

Department Pages

Budget Summary Form

Department: Building
Dept / Div #: 15 / 441

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 794,220 | 739,794 | 600,731 | 569,418 |
| Operating Expenses | 356,514 | 1,260,810 | 936,864 | 800,774 |
| Internal Services | 67,347 | 61,039 | 56,104 | 57,537 |
| Operating Budget | <u>1,218,081</u> | <u>2,061,643</u> | <u>1,593,699</u> | <u>1,427,729</u> |
| Capital Outlay | 0 | 0 | 0 | 0 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 39,899 | 37,419 | 37,419 | 34,404 |
| Total Budget | <u><u>1,257,980</u></u> | <u><u>2,099,062</u></u> | <u><u>1,631,118</u></u> | <u><u>1,462,133</u></u> |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|------------------------------------|----------------|-------------------|
| Building Manager | 32 | 0 |
| Building Official | 32 | 1 |
| Minimum Housing Compliance Officer | 23 | 1 |
| Administrative Coordinator | 22 | 0 |
| Permit Processing Coordinator | 20 | 1 |
| Permit Processor | 18 | 2 |
| PT Receptionist | 16 | 0 |

Total # of Full-Time Employees 5

2015-16 Operating Budget: 1,427,729
2014-15 Operating Budget: 2,061,643
Dollar Change: (633,914)
Percentage Change: -30.75%

2015-16 Personnel - F.T.E's: 5.00
2014-15 Personnel - F.T.E's: 8.00
Personnel Change: -3.00

Budget Objectives Form

| | |
|--------------------|-------------------|
| Department: | Building |
| Division: | Building Services |
| Dept #: | 15 |
| Division #: | 441 |

Objective:

\$ 1,462,133 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:

\$ 1,296,035 001 **Building 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).

\$ 126,749 002 **Minimum Housing** - The Division enforces the Minimum Housing, Re-Occupancy and BND (Building No Permit) issues to protect the health, safety and welfare of the public. The Division 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.

\$ 31,611 004 **Vehicle maintenance and replacement**

Budget Summary Form

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

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 659,697 | 779,174 | 748,656 | 800,879 |
| Operating Expenses | 181,601 | 248,030 | 349,453 | 154,370 |
| Internal Services | 45,054 | 35,057 | 35,057 | 32,255 |
| Operating Budget | 886,352 | 1,062,261 | 1,133,166 | 987,504 |
| Capital Outlay | 0 | 0 | 0 | 0 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 40,901 | 40,112 | 40,112 | 42,802 |
| Total Budget | 927,253 | 1,102,373 | 1,173,278 | 1,030,306 |

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 |
| Legal Administrative Assistant | 22 | 1 |

Total # of Full-Time Employees 5

2015-16 Operating Budget: 987,504
2014-15 Operating Budget: 1,062,261
Dollar Change: (74,757)
Percentage Change: -7.04%

2015-16 Personnel - F.T.Es: 5.00
2014-15 Personnel - F.T.Es: 5.00
Personnel Change: 0.00

Budget Objectives Form

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

Objective:

\$ 1,030,306 To provide professional, impartial and ethical legal counsel to the City Council, City Boards, Commissions, City Manager and City Staff.

ACTIVITIES:

\$ 938,818 001 **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).

Budget Summary Form

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

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 330,983 | 302,046 | 287,197 | 345,439 |
| Operating Expenses | 191,400 | 379,524 | 406,021 | 181,824 |
| Internal Services | 16,346 | 11,151 | 11,151 | 10,131 |
| Operating Budget | 538,729 | 692,721 | 704,369 | 537,394 |
| Capital Outlay | 0 | 0 | 0 | 0 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 14,839 | 12,759 | 12,759 | 13,445 |
| Total Budget | 553,568 | 705,480 | 717,128 | 550,839 |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|-------------------------------|----------------|-------------------|
| Deputy City Clerk | 32 | 1 |
| Administrative Specialist | 18 | 2 |
| Records Management Supervisor | 18 | 1 |

Total # of Full-Time Employees 4

2015-16 Operating Budget: 537,394
2014-15 Operating Budget: 692,721
Dollar Change: (155,327)
Percentage Change: -22.42%

2015-16 Personnel - F.T.E's: 4.00
2014-15 Personnel - F.T.E's: 4.00
Personnel Change: 0.00

Budget Objectives Form

Department: City Clerk

Division: City Clerk

Dept. #: 03

Division #: 407

Objective:

\$ 550,839 To efficiently and effectively carry out the diverse functions and mandated duties of the City Clerk's Office.

ACTIVITIES:

\$ 469,691 001 **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.

\$ 81,148 002 **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.

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

Budget Summary Form

Department: City Manager
Dept #: 02

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|---------------------------------|------------------------------------|------------------------------------|----------------------------------|------------------------------------|
| Personal Services | 1,190,769 | 1,068,733 | 1,013,035 | 1,118,270 |
| Operating Expenses | 370,498 | 384,507 | 432,222 | 389,062 |
| Internal Services | 58,357 | 46,292 | 20,497 | 44,024 |
| Operating Budget | <u>1,619,624</u> | <u>1,499,532</u> | <u>1,465,754</u> | <u>1,551,356</u> |
| Capital Outlay | 0 | 0 | 0 | 0 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 52,978 | 52,966 | 52,966 | 58,422 |
| Total Budget | <u><u>1,672,602</u></u> | <u><u>1,552,498</u></u> | <u><u>1,518,720</u></u> | <u><u>1,609,778</u></u> |

PERSONAL SERVICES DETAIL:

| <u>Classification</u> | <u>Salary Sch.</u> | <u># of Positions</u> |
|-------------------------------------|------------------------|---------------------------|
| City Manager | 47C | 1 |
| Deputy City Manager | 42 | 1 |
| Chief of Staff | 35 | 1 |
| 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 8

2015-16 Operating Budget: 1,551,356
2014-15 Operating Budget: 1,499,532
Dollar Change: 51,824
Percentage Change: 3.46%

2015-16 Personnel - F.T.E's: 8.00
2014-15 Personnel - F.T.E's: 8.00
Personnel Change: 0.00

Budget Summary Form

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

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|--------------------------------|------------------------------|------------------------------|------------------------------|
| Personal Services | 962,453 | 782,304 | 796,227 | 822,945 |
| Operating Expenses | 62,351 | 57,145 | 59,807 | 57,073 |
| Internal Services | 42,100 | 34,393 | 8,598 | 32,956 |
| Operating Budget | <u>1,066,904</u> | <u>873,842</u> | <u>864,632</u> | <u>912,974</u> |
| Capital Outlay | 0 | 0 | 0 | 0 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 38,220 | 39,351 | 39,351 | 43,733 |
| Total Budget | <u><u>1,105,124</u></u> | <u><u>913,193</u></u> | <u><u>903,983</u></u> | <u><u>956,707</u></u> |

PERSONAL SERVICES DETAIL:

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

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

2015-16 Operating Budget: 912,974
2014-15 Operating Budget: 873,842
Dollar Change: 39,132
Percentage Change: 4.48%

2015-16 Personnel - F.T.E's: 5.00
2014-15 Personnel - F.T.E's: 5.00
Personnel Change: 0.00

Budget Objectives Form

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

Objective:

\$ 956,707 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:

\$ 956,707 001 **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: Public Relations
Dept / Division #: 02 / 406

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|------------------------------|------------------------------|------------------------------|------------------------------|
| Personal Services | 167,250 | 192,815 | 191,727 | 183,727 |
| Operating Expenses | 173,148 | 178,958 | 213,791 | 183,585 |
| Internal Services | 9,532 | 8,019 | 8,019 | 7,040 |
| Operating Budget | <u>349,930</u> | <u>379,792</u> | <u>413,537</u> | <u>374,352</u> |
| Capital Outlay | 0 | 0 | 0 | 0 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 8,653 | 9,175 | 9,175 | 9,343 |
| Total Budget | <u><u>358,583</u></u> | <u><u>388,967</u></u> | <u><u>422,712</u></u> | <u><u>383,695</u></u> |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|---------------------------------------|----------------|------------------------|
| Public Information Officer | 30 | 1 |
| Public Information Specialist | 24 | 1 |
| Total # of Full-Time Employees | | <u><u>2</u></u> |

2015-16 Operating Budget: 374,352
2014-15 Operating Budget: 379,792
Dollar Change: (5,440)
Percentage Change: -1.43%

2015-16 Personnel - F.T.E's: 2.00
2014-15 Personnel - F.T.E's: 2.00
Personnel Change: 0.00

Budget Objectives Form

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

Objective:

\$ 383,695 To provide public relations services for the City of North Miami by working with local media, community/business groups and the City's outreach outlets (i.e. newsletters, email, Ch. 77, website, etc.) Such work includes the coordination of special event promotions, community outreach efforts, media relations and crisis communications.

ACTIVITIES:

\$ 383,695 001 **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.

Budget Summary Form

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

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 61,066 | 93,614 | 25,081 | 111,598 |
| Operating Expenses | 134,999 | 148,404 | 158,624 | 148,404 |
| Internal Services | 6,725 | 3,880 | 3,880 | 4,028 |
| Operating Budget | 202,790 | 245,898 | 187,585 | 264,030 |
| Capital Outlay | 0 | 0 | 0 | 0 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 6,105 | 4,440 | 4,440 | 5,346 |
| Total Budget | 208,895 | 250,338 | 192,025 | 269,376 |

PERSONAL SERVICES DETAIL:

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

Total # of Full-Time Employees 1

| | |
|-------------------------------------|---------|
| 2015-16 Operating Budget: | 264,030 |
| 2014-15 Operating Budget: | 245,898 |
| Dollar Change: | 18,132 |
| Percentage Change: | 7.37% |
| 2015-16 Personnel - F.T.E's: | 1.00 |
| 2014-15 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:

\$ 269,376 **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:

\$ 234,901 001 **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 Cities International, Inc.** – Provides funds to support the City's involvement with Sister Cities International, Inc. Founded by President Dwight D. Eisenhower in 1956, Sister Cities International is a 501(c)(3) nonpartisan nonprofit serving as the national membership organization for individual sister cities, counties, and states across the United States. This network unites tens of thousands of citizen diplomats and volunteers in programs in 140 countries on six continents. Sister Cities International advances peace and prosperity through cultural, educational, humanitarian, and economic development exchanges. It serves as a hub for institutional knowledge and best practices in the field of citizen diplomacy. Currently the City of North has an active sister city agreement with Delmas, Haiti.

Budget Summary Form

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

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 558,807 | 658,744 | 874,366 | 928,559 |
| Operating Expenses | 142,031 | 136,601 | 109,551 | 157,437 |
| Internal Services | 36,664 | 26,869 | 6,717 | 94,373 |
| Operating Budget | 737,502 | 822,214 | 990,634 | 1,180,369 |
| Capital Outlay | 0 | 0 | 0 | 0 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 33,284 | 30,742 | 30,456 | 29,192 |
| Total Budget | 770,786 | 852,956 | 1,021,090 | 1,209,561 |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|---------------------------|----------------|-------------------|
| Code Compliance Manager | 30 | 0 |
| Code Compliance Officer | 23 | 9 |
| Minimum Housing Officer | 23 | 2 |
| Code Coordinator | 20 | 1 |
| Administrative Specialist | 18 | 1 |

Total # of Full-Time Employees 13

| | |
|----------------------------------|-----------|
| 2015-16 Operating Budget: | 1,180,369 |
| 2014-15 Operating Budget: | 822,214 |
| Dollar Change: | 358,155 |
| Percentage Change: | 43.56% |

| | |
|-------------------------------------|-------|
| 2015-16 Personnel - F.T.E's: | 13.00 |
| 2014-15 Personnel - F.T.E's: | 8.00 |
| Personnel Change: | 5.00 |

Budget Objectives Form

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

Objective:

\$ 1,209,561 To ensure that consistent, thorough and citizen-responsive code enforcement services are provided to the North Miami residential and business communities.

ACTIVITIES:

- | | | |
|--------------|-----|---|
| \$ 1,101,787 | 001 | 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. |
| \$ 35,400 | 002 | Special Magistrate: Code Compliance & Minimum Housing Cases. |
| \$ 72,374 | 003 | Vehicles: Maintenance and replacement. |

Budget Summary Form

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

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 347,508 | 669,432 | 535,679 | 739,167 |
| Operating Expenses | 1,029,944 | 954,214 | 999,064 | 129,431 |
| Internal Services | 22,188 | 21,808 | 21,809 | 26,267 |
| Operating Budget | 1,399,640 | 1,645,454 | 1,556,552 | 894,865 |
| Capital Outlay | 3,034 | 95,828 | 95,828 | 0 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 68,721 | 24,952 | 24,952 | 34,857 |
| Total Budget | 1,471,395 | 1,766,234 | 1,677,332 | 929,722 |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|---|----------------|-------------------|
| CP&D Director | 37 | 1 |
| City Planner | 32 | 1 |
| Economic Development Manager | 30 | 1 |
| Zoning Administrator | 29 | 1 |
| Sustainability Administrator/Arborist (New) | 28 | 1 |
| Senior Planning Technician | 22 | 1 |
| CP&D Technician | 20 | 1 |
| Total # of Full-Time Employees | | <u>7</u> |

| | |
|----------------------------------|------------------|
| 2015-16 Operating Budget: | 894,865 |
| 2014-15 Operating Budget: | 1,645,454 |
| Dollar Change: | <u>(750,589)</u> |
| Percentage Change: | <u>-45.62%</u> |

| | |
|-------------------------------------|-------------|
| 2015-16 Personnel - F.T.E's: | 7.00 |
| 2014-15 Personnel - F.T.E's: | 6.00 |
| Personnel Change: | <u>1.00</u> |

Budget Objectives Form

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

Objective:

\$ 929,722 To oversee and manage the Community Planning and Development Department comprised of Planning ,Zoning, Sustainability Economic Development,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:

\$ 428,340 001 **Administration:** Oversee and manage the department which consists of Planning, Zoning, Sustainability Economic and Business Development, and the CDBG/HOME Investment Partnership and SHIP Program personnel and activities; and to provide clerical support to the department.

\$ 308,009 002 **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.

\$ 147,038 003 **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 **Sustainability/Green Initiative:** To provide funds for memberships into various "Green" organizations to promote the City Council's mandate and the City's Comprehensive Plan policies for sustainability. To provide funds to promote green and sustainable projects, programs, training, and initiatives.

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

Budget Summary Form

Department: Finance
Dept #: 04

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 1,553,425 | 1,784,448 | 1,476,837 | 1,799,860 |
| Operating Expenses | 669,898 | 580,554 | 670,723 | 583,296 |
| Internal Services | 77,435 | 76,102 | 65,802 | 68,977 |
| Operating Budget | 2,300,758 | 2,441,104 | 2,213,362 | 2,452,133 |
| Capital Outlay | 0 | 0 | 0 | 0 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 78,376 | 77,394 | 76,861 | 82,867 |
| Total Budget | 2,379,134 | 2,518,498 | 2,290,223 | 2,535,000 |

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 | 0 |
| Accountant | 24 | 1 |
| Utility Business Coordinator | 23 | 1 |
| Utility Business Field Coordinator | 22 | 1 |
| Junior Accountants | 21 | 2 |
| Payroll Coordinator | 21 | 1 |
| Secretary | 20 | 1 |
| Account Clerk | 18 | 13 |

Total # of Full-Time Employees **24**

2015-16 Operating Budget: 2,452,133
2014-15 Operating Budget: 2,441,104
Dollar Change: 11,029
Percentage Change: 0.45%

2015-16 Personnel - F.T.E's: 24.00
2014-15 Personnel - F.T.E's: 24.00
Personnel Change: 0.00

Budget Summary Form

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

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 392,846 | 401,415 | 267,340 | 433,602 |
| Operating Expenses | 189,316 | 133,177 | 134,992 | 132,937 |
| Internal Services | 20,137 | 16,581 | 16,581 | 14,678 |
| Operating Budget | 602,299 | 551,173 | 418,913 | 581,217 |
| Capital Outlay | 10,594 | 0 | 0 | 0 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 18,281 | 18,971 | 18,971 | 19,478 |
| Total Budget | 631,174 | 570,144 | 437,884 | 600,695 |

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**

| | |
|-------------------------------------|---------|
| 2015-16 Operating Budget: | 581,217 |
| 2014-15 Operating Budget: | 551,173 |
| Dollar Change: | 30,044 |
| Percentage Change: | 5.45% |
| | |
| 2015-16 Personnel - F.T.E's: | 3.00 |
| 2014-15 Personnel - F.T.E's: | 3.00 |
| Personnel Change: | 0.00 |

Budget Objectives Form

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

Objective:

\$ 600,695 To manage the Finance Department's three operating divisions (Accounting, Utility Billing, and Liens) and to conduct an independent audit of the 2012-13 fiscal year as required by State law and City Charter.

ACTIVITIES:

\$ 500,695 001 **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.

\$ 100,000 002 **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: Accounting
Dept / Division#: 04 / 410

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 511,291 | 610,826 | 543,803 | 655,480 |
| Operating Expenses | 118,286 | 60,515 | 99,739 | 56,085 |
| Internal Services | 30,170 | 23,464 | 23,464 | 22,408 |
| Operating Budget | <u>659,747</u> | <u>694,805</u> | <u>667,006</u> | <u>733,973</u> |
| Capital Outlay | 0 | 0 | 0 | 0 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 27,390 | 26,847 | 26,314 | 29,736 |
| Total Budget | <u>687,137</u> | <u>721,652</u> | <u>693,320</u> | <u>763,709</u> |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|---------------------|----------------|-------------------|
| Chief Accountant | 30 | 1 |
| Accountant | 24 | 1 |
| Junior Accountant | 21 | 2 |
| Payroll Coordinator | 21 | 1 |
| Account Clerk | 18 | 4 |

Total # of Full-Time Employees 9

2015-16 Operating Budget: 733,973
2014-15 Operating Budget: 694,805
Dollar Change: 39,168
Percentage Change: 5.64%

2015-16 Personnel - F.T.E's: 9.00
2014-15 Personnel - F.T.E's: 9.00
Personnel Change: 0.00

Budget Objectives Form

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

Objective:

\$ 763,709 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:

\$ 497,234 001 **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.

\$ 181,400 002 **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.

\$ 85,075 003 **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: Utility Services
Dept / Division #: 04 / 412

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 584,278 | 696,869 | 590,345 | 633,789 |
| Operating Expenses | 362,055 | 386,582 | 432,292 | 381,534 |
| Internal Services | 32,226 | 24,503 | 24,503 | 29,184 |
| Operating Budget | 978,559 | 1,107,954 | 1,047,140 | 1,044,507 |
| Capital Outlay | 0 | 0 | 0 | 0 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 29,255 | 28,036 | 28,036 | 30,060 |
| Total Budget | 1,007,814 | 1,135,990 | 1,075,176 | 1,074,567 |

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 | 8 |
| Total # of Full-Time Employees | | 11 |

| | |
|-------------------------------------|-----------|
| 2015-16 Operating Budget: | 1,044,507 |
| 2014-15 Operating Budget: | 1,135,990 |
| Dollar Change: | (91,483) |
| Percentage Change: | -8.05% |
| | |
| 2015-16 Personnel - F.T.E's: | 11.00 |
| 2014-15 Personnel - F.T.E's: | 11.00 |
| Personnel Change: | 0.00 |

Budget Objectives Form

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

Objective:

\$ 1,074,567 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:

\$ 650,572 001 **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.

\$ 417,464 002 **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.

\$ 6,531 003 **Vehicles:** Maintenance on one Utility Billing Vehicle @ \$294: per month

Budget Summary Form

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

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 65,010 | 75,338 | 75,349 | 76,989 |
| Operating Expenses | 241 | 280 | 3,700 | 12,740 |
| Internal Services | -5,098 | 11,554 | 1,254 | 2,707 |
| Operating Budget | 60,153 | 87,172 | 80,303 | 92,436 |
| Capital Outlay | 0 | 0 | 0 | 0 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 3,450 | 3,540 | 3,540 | 3,593 |
| Total Budget | 63,603 | 90,712 | 83,843 | 96,029 |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|---------------------------------------|----------------|-------------------|
| Account Clerk | 18 | 1 |
| Total # of Full-Time Employees | | 1 |

2015-16 Operating Budget: 96,029
2014-15 Operating Budget: 87,172
Dollar Change: 8,857
Percentage Change: 10.16%

2015-16 Personnel - F.T.E's: 1.00
2014-15 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:

\$ 96,029 To ensure collection of the City's past due/liened receivables which included charges for utility services, miscellaneous services and code enforcement violations.

ACTIVITIES:

\$ 96,029 001 **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: Information Technology
Dept. # 07

| Dept / Division #: CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|--------------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 795,793 | 950,407 | 946,475 | 995,434 |
| Operating Expenses | 613,899 | 720,658 | 702,276 | 595,918 |
| Internal Services | 51,012 | 42,551 | 41,831 | 39,717 |
| Operating Budget | 1,460,704 | 1,713,616 | 1,690,582 | 1,631,069 |
| Capital Outlay | 51,901 | 59,216 | 62,216 | 142,000 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 46,311 | 48,686 | 48,686 | 45,689 |
| Total Budget | 1,558,916 | 1,821,518 | 1,801,484 | 1,818,758 |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|---------------------------------------|----------------|-------------------|
| Information Technology Director | 37 | 1 |
| Ass't Information Technology Director | 32 | 1 |
| Network Administrator | 27 | 1 |
| Network Specialist | 24 | 2 |
| Webmaster | 24 | 1 |
| IT Analysts | 24 | 0 |
| 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 | | 10 |

| | |
|----------------------------------|-----------------|
| 2015-16 Operating Budget: | 1,631,069 |
| 2014-15 Operating Budget: | 1,713,616 |
| Dollar Change: | <u>(82,547)</u> |
| Percentage Change: | -4.82% |

| | |
|-------------------------------------|---------------------|
| 2015-16 Personnel - F.T.E's: | 10.00 |
| 2014-15 Personnel - F.T.E's: | 11.00 |
| Personnel Change: | <u><u>-1.00</u></u> |

Budget Summary Form

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

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 443,117 | 514,002 | 515,223 | 549,527 |
| Operating Expenses | 208,648 | 287,557 | 281,368 | 265,293 |
| Internal Services | 25,860 | 21,459 | 20,739 | 18,621 |
| Operating Budget | 677,625 | 823,018 | 817,330 | 833,441 |
| Capital Outlay | 4,478 | 0 | 0 | 0 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 23,477 | 24,552 | 24,552 | 24,711 |
| Total Budget | 705,580 | 847,570 | 841,882 | 858,152 |

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 |

| | |
|-------------------------------------|---------|
| 2015-16 Operating Budget: | 833,441 |
| 2014-15 Operating Budget: | 823,018 |
| Dollar Change: | 10,423 |
| Percentage Change: | 1.27% |
| | |
| 2015-16 Personnel - F.T.E's: | 6.00 |
| 2014-15 Personnel - F.T.E's: | 6.00 |
| Personnel Change: | 0.00 |

Budget Objectives Form

Information Technology

Division: Administration
Dept. #: 07
Dept / Division #: 420

Objective:

\$ 858,152 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:

\$ 332,015 001 **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.

\$ 265,239 002 **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, and maintain the postage meter. 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.

Budget Objectives Form

Information Technology

Division:

Administration

Dept. #:

07

Dept / Division #:

420

\$ 83,727 003

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.

\$ 177,171 004

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.

Budget Summary Form

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

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 352,676 | 436,405 | 431,252 | 445,907 |
| Operating Expenses | 405,251 | 433,101 | 420,908 | 330,625 |
| Internal Services | 25,152 | 21,092 | 21,092 | 21,096 |
| Operating Budget | <u>783,079</u> | <u>890,598</u> | <u>873,252</u> | <u>797,628</u> |
| Capital Outlay | 47,423 | 59,216 | 62,216 | 142,000 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 22,834 | 24,134 | 24,134 | 20,978 |
| Total Budget | <u>853,336</u> | <u>973,948</u> | <u>959,602</u> | <u>960,606</u> |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|---------------------------------------|----------------|-------------------|
| Assistant IT Manager | 32 | 1 |
| Network Administrator | 27 | 1 |
| Network Specialist | 24 | 2 |
| IT Analysts | 24 | 0 |
| Total # of Full-Time Employees | | <u>4</u> |

| | |
|-------------------------------------|-----------------|
| 2015-16 Operating Budget: | 797,628 |
| 2014-15 Operating Budget: | 890,598 |
| Dollar Change: | <u>(92,970)</u> |
| Percentage Change: | -10.44% |
| | |
| 2015-16 Personnel - F.T.E's: | 4.00 |
| 2014-15 Personnel - F.T.E's: | 3.00 |
| Personnel Change: | <u>1.00</u> |

Budget Objectives Form

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

Objective:

\$ 960,606 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:

\$ 651,336 001 **PC Networks Operation:** Facilitate communication using research, implementation and support of existing and emerging information technologies. Provide continued operation of the City's network, which consists of City Hall as well as off-site users at the Police Station, MoCA, Parks Operations Center, Library, Public Works Operations Center, Water Plant, and Motor Pool. Provide continued support of Internet access at the Library, Griffing Adult Center, and Sunkist Grove Community Centers. Monitor the wireless networks and telecommunications.

\$ 303,983 002 **Programming and GIS Specialist:** Provide the following computer applications to user departments: Payroll, Financial Management, Utility Billing, Fixed Assets, Liens, 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. 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.

\$ 5,287 003 **Vehicles:** Maintenance costs and vehicle replacement costs for vehicle.

Budget Summary Form

Department: Library
Dept #: 17

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|---------------------------------|------------------------------------|------------------------------------|----------------------------------|------------------------------------|
| Personal Services | 575,889 | 641,675 | 567,925 | 663,275 |
| Operating Expenses | 294,921 | 220,709 | 234,248 | 242,199 |
| Internal Services | 36,824 | 32,698 | 32,698 | 28,377 |
| Operating Budget | <u>907,634</u> | <u>895,082</u> | <u>834,871</u> | <u>933,851</u> |
| Capital Outlay | 84,941 | 1,349,000 | 1,180,447 | 0 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 29,205 | 30,964 | 30,964 | 29,311 |
| Total Budget | <u>1,021,780</u> | <u>2,275,046</u> | <u>2,046,282</u> | <u>963,162</u> |

PERSONAL SERVICES DETAIL:

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

Total # of Full-Time Employees 8

2015-16 Operating Budget: 933,851
2014-15 Operating Budget: 895,082
Dollar Change: 38,769
Percentage Change: 4.33%

2015-16 Personnel - F.T.E. 8.00
2014-15 Personnel - F.T.E. 8.00
Personnel Change: 0.00

Budget Summary Form

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

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 575,882 | 641,675 | 567,925 | 663,275 |
| Operating Expenses | 294,740 | 220,709 | 234,248 | 220,055 |
| Internal Services | 36,824 | 32,698 | 32,698 | 28,377 |
| Operating Budget | <u>907,446</u> | <u>895,082</u> | <u>834,871</u> | <u>911,707</u> |
| Capital Outlay | 84,941 | 1,349,000 | 1,180,447 | 0 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 29,205 | 30,964 | 30,964 | 29,311 |
| Total Budget | <u>1,021,592</u> | <u>2,275,046</u> | <u>2,046,282</u> | <u>941,018</u> |

PERSONAL SERVICES DETAIL:

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

Total # of Full-Time Employees 8

2015-16 Operating Budget: 911,707
2014-15 Operating Budget: 895,082
Dollar Change: 16,625
Percentage Change: 1.86%

2015-16 Personnel - F.T.E. 8.00
2014-15 Personnel - F.T.E. 8.00
Personnel Change: 0.00

Budget Objectives Form

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

Objective:

\$ 941,018 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:

\$ 687,025 001 **Department Administration:** Manage and administer a department to optimize funding, staff output, patron satisfaction, facility maintenance, safety, and security.

\$ 119,191 002 **Collection Development:** Identify, procure, catalog, process, organize and store print, non-print, and subscription materials appropriate for a multicultural community.

\$ 110,472 003 **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.

\$ 18,043 004 **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.

\$ 6,287 006 **Vehicle:** Maintenance and Replacement

Budget Summary Form

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

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 7 | 0 | 0 | 0 |
| Operating Expenses | 181 | 0 | 0 | 22,144 |
| Internal Services | 0 | 0 | 0 | 0 |
| Operating Budget | 188 | 0 | 0 | 22,144 |
| 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 | 188 | 0 | 0 | 22,144 |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|----------------|----------------|-------------------|
| None | | |

Total # of Full-Time Employees 0

2015-16 Operating Budget: 22,144
2014-15 Operating Budget: -
Dollar Change: 22,144
Percentage Change: -

2015-16 Personnel - F.T.E. 0.00
2014-15 Personnel - F.T.E. 0.00
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.

Budget Summary Form

Department: Mayor/Council
Dept # 01

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 249,063 | 286,231 | 268,890 | 299,526 |
| Operating Expenses | 331,774 | 334,986 | 360,201 | 340,281 |
| Internal Services | 8,846 | 6,406 | 6,406 | 4,901 |
| Operating Budget | 589,683 | 627,623 | 635,497 | 644,708 |
| Capital Outlay | 0 | 0 | 0 | 0 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 8,025 | 7,324 | 7,324 | 7,098 |
| Total Budget | 597,708 | 634,947 | 642,821 | 651,806 |

PERSONAL SERVICES DETAIL:

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

Total # of Full-Time Employees 2

2015-16 Operating Budget: 644,708
2014-15 Operating Budget: 627,623
Dollar Change: 17,085
Percentage Change: 2.72%

2015-16 Personnel - F.T.E's: 2.00
2014-15 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:

\$ 651,806 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:

\$ 260,222 001 **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.

\$ 100,524 002 **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.

\$ 72,765 003 **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.

\$ 72,765 004 **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.

\$ 72,765 005 **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.

\$ 72,765 006 **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.

Budget Summary Form

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

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|---------------------------------|------------------------------------|------------------------------------|----------------------------------|------------------------------------|
| Personal Services | 420,074 | 616,735 | 572,236 | 644,686 |
| Operating Expenses | 585,027 | 686,181 | 2,245,931 | 186,181 |
| Internal Services | 32,109 | 32,089 | 32,089 | 27,911 |
| Operating Budget | <u>1,037,210</u> | <u>1,335,005</u> | <u>2,850,256</u> | <u>858,778</u> |
| Capital Outlay | 0 | 0 | 0 | 0 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 103,767 | 153,700 | 153,700 | 153,700 |
| Reserves & Other | 29,499 | 30,268 | 30,268 | 28,695 |
| Total Budget | <u>1,170,476</u> | <u>1,518,973</u> | <u>3,034,224</u> | <u>1,041,173</u> |

PERSONAL SERVICES DETAIL:

| <u>Classification</u> | <u>Salary Sch.</u> | <u># of Positions</u> |
|---------------------------------------|------------------------|---------------------------|
| MOCA Director | 37 | 1 |
| MOCA Assistant Director | 32 | 1 |
| Curator | 24 | 1 |
| Accountant | 24 | 1 |
| Administrative Specialist | 18 | 1 |
| Maintenance Mechanic | 18 | 1 |
| Total # of Full-Time Employees | | <u>6</u> |

2015-16 Operating Budget: 858,778
2014-15 Operating Budget: 1,335,005
Dollar Change: (476,227)
Percentage Change: -35.67%

2015-16 Personnel - F.T.E's: 6.00
2014-15 Personnel - F.T.E's: 6.00
Personnel Change: 0.00

Budget Objectives Form

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

Objective:

\$ 1,041,173

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:

- | | | |
|---------|-----|---|
| 506,806 | 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. |
| 203,352 | 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. |
| 257,672 | 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. |
| 67,056 | 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. |
| 6,287 | 005 | Vehicle: Maintenance and replacement. |

Budget Summary Form

Department: Non-Departmental
Dept #: 13

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|--------------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 124,850 | -206,903 | 42,647 | -159,980 |
| Materials, Supplies & Services | 754,551 | 462,425 | 463,602 | -418,909 |
| Internal Services | 0 | 0 | 0 | 0 |
| Operating Budget | 879,401 | 255,522 | 506,249 | -578,889 |
| Capital Outlay | 0 | 0 | 0 | 0 |
| Debt Service | 0 | 0 | 700,000 | 0 |
| Grants & Aids | 468,889 | 1,240,050 | 1,265,050 | 440,500 |
| Reserves & Other | 0 | 8,539,016 | 0 | 6,931,526 |
| Total Budget | 1,348,290 | 10,034,588 | 2,471,299 | 6,793,137 |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|----------------|----------------|-------------------|
| None | | |

Total # of Full-Time Employees 0

2015-16 Operating Budget: (578,889)
2014-15 Operating Budget: 255,522
Dollar Change: (834,411)
Percentage Change: -326.55%

2015-16 Personnel - F.T.E's: 0.00
2014-15 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. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|--------------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 124,850 | -206,903 | 42,647 | -159,980 |
| Materials, Supplies & Services | 754,551 | 462,425 | 463,602 | -418,909 |
| Internal Services | 0 | 0 | 0 | 0 |
| Operating Budget | 879,401 | 255,522 | 506,249 | -578,889 |
| Capital Outlay | 0 | 0 | 700,000 | 0 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 0 | 8,539,016 | 6,767,717 | 6,931,526 |
| Total Budget | 879,401 | 8,794,538 | 7,973,966 | 6,352,637 |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|----------------|----------------|-------------------|
| None | | |

Total # of Full-Time Employees 0

2015-16 Operating Budget: (578,889)
2014-15 Operating Budget: 255,522
Dollar Change: (834,411)
Percentage Change: -326.55%

2015-16 Personnel - F.T.E's: 0.00
2014-15 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:

\$ 6,352,637 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:

\$ (581,314) 001 **Miscellaneous Expenses & Reserves:** Provides funds for reimbursement to Florida Unemployment Compensation Fund for benefits paid.

\$ 6,931,526 002 **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.

\$ - 004 **Biscayne Landing Maintenance**

Budget Summary Form

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

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| 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 | 468,889 | 1,240,050 | 1,265,050 | 440,500 |
| Reserves & Other | 0 | 0 | 0 | 0 |
| Total Budget | <u>468,889</u> | <u>1,240,050</u> | <u>1,265,050</u> | <u>440,500</u> |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|---------------------------------------|----------------|-------------------|
| None | | |
| Total # of Full-Time Employees | | <u>0</u> |

| | |
|-------------------------------------|--------------|
| 2015-16 Operating Budget: | - |
| 2014-15 Operating Budget: | - |
| Dollar Change: | - |
| Percentage Change: | <u>0.00%</u> |
| 2015-16 Personnel - F.T.E's: | 0.00 |
| 2014-15 Personnel - F.T.E's: | 0.00 |
| Personnel Change: | <u>0.00</u> |

Budget Summary Form

Department Office of Management and Budget
Dept / Div #: 11 / 416

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 198,760 | 228,505 | 227,597 | 216,248 |
| Operating Expenses | 39,022 | 37,375 | 42,320 | 48,070 |
| Internal Services | 12,602 | 8,648 | 8,648 | 8,868 |
| Operating Budget | 250,384 | 274,528 | 278,565 | 273,186 |
| Capital Outlay | 0 | 0 | 0 | 0 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 11,440 | 9,895 | 9,895 | 11,767 |
| Total Budget | 261,824 | 284,423 | 288,460 | 284,953 |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|----------------------------|----------------|-------------------|
| Budget Director, Assistant | 32 | 1 |
| Budget Administrator | 28 | 0 |
| Budget Analyst | 24 | 1 |

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

| | |
|----------------------------------|---------|
| 2015-16 Operating Budget: | 273,186 |
| 2014-15 Operating Budget: | 274,528 |
| Dollar Change: | (1,342) |
| Percentage Change: | -0.49% |

| | |
|-------------------------------------|------|
| 2015-16 Personnel - F.T.E's: | 2.00 |
| 2014-15 Personnel - F.T.E's: | 2.00 |
| Personnel Change: | 0.00 |

Budget Objectives Form

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

Objective:

\$ 284,953 To prepare and monitor the City's annual revenue and expenditure budgets.

ACTIVITIES:

\$ 284,953 001 **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.

Budget Summary Form

Department: Parks & Recreation

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 3,140,066 | 3,907,122 | 3,409,144 | 4,101,577 |
| Operating Expenses | 2,060,249 | 2,158,589 | 2,215,196 | 2,119,861 |
| Internal Services | 466,020 | 490,888 | 532,587 | 534,237 |
| Operating Budget | 5,666,335 | 6,556,599 | 6,156,927 | 6,755,675 |
| Capital Outlay | 173,055 | 159,410 | 858,111 | 0 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 15,900 | 19,500 | 19,500 | 19,500 |
| Reserves & Other | 166,104 | 171,077 | 171,081 | 158,494 |
| Total Budget | 6,021,394 | 6,906,586 | 7,205,619 | 6,933,669 |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|---|----------------|-------------------|
| Parks and Recreation Director | 37 | 1 |
| Assistant Parks and Recreation Director | 32 | 1 |
| Parks Superintendent | 28 | 0 |
| Recreation Superintendent | 28 | 0 |
| Tennis Pro | 28 | 1 |
| Community Engagement Administrator | 28 | 1 |
| Parks Supervisor | 25 | 0 |
| Recreation Supervisor | 25 | 2 |
| Administrative Coordinator | 22 | 1 |
| Parks Coordinator | 22 | 3 |
| Recreation Coordinator | 22 | 2 |
| Customer Service Liaison | 22 | 1 |
| Parks Specialist | 21 | 3 |
| Recreation Specialist | 21 | 5 |
| Parks Naturalist | 21 | 1 |
| Heavy Equipment Operator | 20 | 3 |
| Trades Mechanic | 20 | 3 |
| Recreation Leader II | 18 | 2 |
| Maintenance Mechanic | 18 | 4 |
| Motor Equipment Operator | 18 | 3 |
| Lifeguard | 17 | 1 |
| Recreation Leader I | 16 | 2 |
| General Maintenance Worker | 15 | 7 |
| Recreation Aide | 12 | 1 |
| Total # of Full-Time Employees | | 48 |

| | |
|----------------------------------|-----------|
| 2015-16 Operating Budget: | 6,755,675 |
| 2014-15 Operating Budget: | 6,556,599 |
| Dollar Change: | 199,076 |
| Percentage Change: | 3.04% |

| | |
|-------------------------------------|-------|
| 2015-16 Personnel - F.T.E's: | 48.00 |
| 2014-15 Personnel - F.T.E's: | 48.00 |
| Personnel Change: | 0.00 |

Budget Summary Form

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

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 261,605 | 411,744 | 331,930 | 440,333 |
| Operating Expenses | 89,019 | 60,539 | 62,782 | 46,879 |
| Internal Services | 29,815 | 28,300 | 28,300 | 26,556 |
| Operating Budget | 380,439 | 500,583 | 423,012 | 513,768 |
| Capital Outlay | 0 | 0 | 0 | 0 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 19,007 | 20,078 | 20,080 | 19,321 |
| Total Budget | 399,446 | 520,661 | 443,092 | 533,089 |

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 |
| Customer Service Liaison | 22 | 1 |

Total # of Full-Time Employees **4**

2015-16 Operating Budget: 513,768
2014-15 Operating Budget: 500,583
Dollar Change: 13,185
Percentage Change: 2.63%

2015-16 Personnel - F.T.E's: 4.70
2014-15 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:

\$ 533,089 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:

\$ 508,080 001 **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.

\$ 13,013 002 **Office Space:** To provide temporary offices for Parks and Recreation Administration. Funds will cover rent and operating costs associated with new space

\$ 11,996 003 **Vehicles:** Maintenance and replacement of two (2) vehicles

Budget Summary Form

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

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 231,797 | 218,784 | 218,170 | 210,305 |
| Operating Expenses | 22,447 | 19,630 | 16,782 | 17,780 |
| Internal Services | 14,132 | 11,682 | 42,108 | 41,079 |
| Operating Budget | <u>268,376</u> | <u>250,096</u> | <u>277,060</u> | <u>269,164</u> |
| Capital Outlay | 0 | 0 | 0 | 0 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 12,829 | 13,367 | 13,368 | 9,469 |
| Total Budget | <u>281,205</u> | <u>263,463</u> | <u>290,428</u> | <u>278,633</u> |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|-----------------------|----------------|-------------------|
| Recreation Supervisor | 25 | 2 |

Total # of Full-Time Employees 2

2015-16 Operating Budget: 269,164
2014-15 Operating Budget: 250,096
Dollar Change: 19,068
Percentage Change: 7.62%

2015-16 Personnel - F.T.E's: 2.00
2014-15 Personnel - F.T.E's: 3.00
Personnel Change: -1.00

Budget Objectives Form

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

Objective:

\$ 278,633 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:

\$ 234,690 001 **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.

\$ 10,000 002 **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.

\$ 33,943 003 **Vehicles:** Maintenance costs and replacement costs for two buses, two Chevy vans and a Ford Taurus automobile.

Budget Summary Form

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

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 316,691 | 537,271 | 428,612 | 579,098 |
| Operating Expenses | 532,594 | 618,148 | 704,988 | 618,148 |
| Internal Services | 22,225 | 20,218 | 20,220 | 22,053 |
| Operating Budget | <u>871,510</u> | <u>1,175,637</u> | <u>1,153,820</u> | <u>1,219,299</u> |
| Capital Outlay | 0 | 0 | 0 | 0 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 12,000 | 16,000 | 16,000 | 16,000 |
| Reserves & Other | 12,459 | 12,835 | 12,837 | 15,939 |
| Total Budget | <u><u>895,969</u></u> | <u><u>1,204,472</u></u> | <u><u>1,182,657</u></u> | <u><u>1,251,238</u></u> |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|------------------------|----------------|-------------------|
| Recreation Specialist | 21 | 4 |
| Recreation Coordinator | 22 | 1 |

Total # of Full-Time Employees 5

2015-16 Operating Budget: 1,219,299
2014-15 Operating Budget: 1,175,637
Dollar Change: 43,662
Percentage Change: 3.71%

2015-16 Personnel - F.T.E's: 5.00
2014-15 Personnel - F.T.E's: 3.00
Personnel Change: 2.00

Budget Objectives Form

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

Objective:

\$ 1,251,238 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:

- \$ 213,402 001 **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.
- \$ 198,384 002 **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.
- \$ 142,004 003 **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.
- \$ 162,200 004 **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.
- \$ 42,803 005 **Youth Athletic Camp** - Administer, plan, direct, and supervise athletics program for youth and adults.
- \$ 10,041 006 **Vehicle:** Maintenance and replacement.
- \$ 123,495 007 Cagni Park Gymnasium
- \$ 358,909 008 JCC Community Center

Budget Summary Form

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

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 115,573 | 138,726 | 134,143 | 148,688 |
| Operating Expenses | 117,290 | 132,063 | 126,971 | 133,463 |
| Internal Services | 6,353 | 5,081 | 5,080 | 4,438 |
| Operating Budget | <u>239,216</u> | <u>275,870</u> | <u>266,194</u> | <u>286,589</u> |
| Capital Outlay | 0 | 0 | 0 | 0 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 5,767 | 5,813 | 5,812 | 5,889 |
| Total Budget | <u>244,983</u> | <u>281,683</u> | <u>272,006</u> | <u>292,478</u> |

PERSONAL SERVICES DETAIL:

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

Total # of Full-Time Employees 2

2015-16 Operating Budget: 286,589
2014-15 Operating Budget: 275,870
Dollar Change: 10,719
Percentage Change: 3.89%

2015-16 Personnel - F.T.E's: 4.33
2014-15 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:

\$ 292,478 To provide two aquatic facilities and qualified personnel to conduct a variety of recreational and educational aquatic programs in accordance with HRS regulations.

ACTIVITIES:

| | | |
|------------|-----|--|
| \$ 288,774 | 001 | 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. |
| \$ 1,700 | 002 | 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. |
| \$ 2,004 | 003 | 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. |

Budget Summary Form

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

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 84,288 | 109,553 | 128,579 | 177,635 |
| Operating Expenses | 34,547 | 35,543 | 39,485 | 37,443 |
| Internal Services | 2,434 | 4,212 | 4,212 | 3,679 |
| Operating Budget | 121,269 | 149,308 | 172,276 | 218,757 |
| Capital Outlay | 16,970 | 0 | 0 | 0 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 2,209 | 4,819 | 4,820 | 4,882 |
| Total Budget | 140,448 | 154,127 | 177,096 | 223,639 |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|---------------------------------------|----------------|-------------------|
| Tennis Pro | 10 | 1 |
| Recreation Aide | 12 | 1 |
| Total # of Full-Time Employees | | 2 |

2015-16 Operating Budget: 218,757
2014-15 Operating Budget: 149,308
Dollar Change: 69,449
Percentage Change: 46.51%

2015-16 Personnel - F.T.E's: 2.00
2014-15 Personnel - F.T.E's: 2.00
Personnel Change: 0.00

Budget Objectives Form

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

Objective:

\$ 223,639 To provide tennis instruction, programs, tournaments, leagues, and tennis services for Penny Sugarman Tennis Center, Pepper Park and Cagni Park.

ACTIVITIES:

\$ 219,929 001 **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.

\$ 3,710 002 **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: Facility Operations
Dept / Division #: 12 / 465

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 228,208 | 306,659 | 211,791 | 338,812 |
| Operating Expenses | 175,913 | 166,889 | 200,897 | 166,889 |
| Internal Services | 10,522 | 8,566 | 8,568 | 9,490 |
| Operating Budget | 414,643 | 482,114 | 421,256 | 515,191 |
| Capital Outlay | 44,818 | 22,410 | 22,410 | 0 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 9,552 | 9,801 | 9,800 | 12,593 |
| Total Budget | 469,013 | 514,325 | 453,466 | 527,784 |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|---------------------------------------|----------------|-------------------|
| Recreation Leader II | 18 | 2 |
| Recreation Leader I | 16 | 1 |
| Recreation Coordinator | 22 | 1 |
| Total # of Full-Time Employees | | 4 |

| | |
|-------------------------------------|---------|
| 2015-16 Operating Budget: | 515,191 |
| 2014-15 Operating Budget: | 482,114 |
| Dollar Change: | 33,077 |
| Percentage Change: | 6.86% |
| | |
| 2015-16 Personnel - F.T.E's: | 4.00 |
| 2014-15 Personnel - F.T.E's: | 4.00 |
| Personnel Change: | 0.00 |

Budget Objectives Form

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

Objective:

\$ 527,784 To operate and run programs in three City centers: Sunkist Grove Community Center, Keystone Community Center, and Griffing Adult Center.

ACTIVITIES:

\$ 170,186 001 **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.

\$ 212,214 002 **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.

\$ 105,199 003 **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.

\$ 40,185 004 **Teen Programming:** Administer, plan, direct and coordinate.

Budget Summary Form

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

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 155,158 | 46,615 | 87,683 | 41,385 |
| Operating Expenses | 32,406 | 66,610 | 39,786 | 41,238 |
| Internal Services | 18,075 | 18,482 | 29,752 | 12,574 |
| Operating Budget | <u>205,639</u> | <u>131,707</u> | <u>157,221</u> | <u>95,197</u> |
| Capital Outlay | 0 | 0 | 0 | 0 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 7,961 | 8,252 | 8,252 | 0 |
| Total Budget | <u>213,600</u> | <u>139,959</u> | <u>165,473</u> | <u>95,197</u> |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|--------------------------------|----------------|-------------------|
| Parks Superintendent (removed) | 28 | 0 |
| Parks Supervisor | 25 | 0 |
| Clerical Technician | 16 | 0 |

Total # of Full-Time Employees 0

2015-16 Operating Budget: 95,197
2014-15 Operating Budget: 131,707
Dollar Change: (36,510)
Percentage Change: -27.72%

2015-16 Personnel - F.T.E's: 0.00
2014-15 Personnel - F.T.E's: 2.00
Personnel Change: -2.00

Budget Objectives Form

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

Objective:

\$ 95,197 To provide administrative support for Parks Division operations and to keep the Parks Operations Center operational.

ACTIVITIES:

\$ 47,155 001 **Parks Administration:** Provides direct supervision, administration, operational control, coordination, and clerical needs of the Parks Division.

\$ 35,468 002 **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.

\$ 12,574 003 **Vehicles:** Maintenance and replacement costs of vehicles

Budget Summary Form

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

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|--------------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 20,453 | 30,052 | 25,800 | 0 |
| Materials, Supplies & Services | 132,735 | 116,958 | 117,471 | 118,458 |
| Internal Services | 0 | 0 | 0 | 0 |
| The City and Miami-Dade C | 153,188 | 147,010 | 143,271 | 118,458 |
| 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 | 153,188 | 147,010 | 143,271 | 118,458 |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|----------------|----------------|-------------------|
|----------------|----------------|-------------------|

Total # of Full-Time Employees 0

2015-16 Operating Budget: 118,458
2014-15 Operating Budget: 147,010
Dollar Change: (28,552)
Percentage Change: -19.42%

2015-16 Personnel - F.T.E's: 1.85
2014-15 Personnel - F.T.E's: 1.85
Personnel Change: 0.00

Budget Summary Form

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

Objective:

\$ 118,458 To provide the staff and supplies to maintain the North Miami Athletic Stadium.

ACTIVITIES:

\$ 118,458 001 **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 Operations
Dept / Division #: 12 / 468

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 492,223 | 565,253 | 587,237 | 661,982 |
| Operating Expenses | 145,573 | 177,209 | 145,577 | 209,759 |
| Internal Services | 106,085 | 117,313 | 117,313 | 125,498 |
| Operating Budget | 743,881 | 859,775 | 850,127 | 997,239 |
| Capital Outlay | 111,267 | 137,000 | 835,701 | 0 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 25,033 | 25,443 | 25,443 | 25,776 |
| Total Budget | 880,181 | 1,022,218 | 1,711,271 | 1,023,015 |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|----------------------------|----------------|-------------------|
| Parks Coordinator | 22 | 1 |
| Parks Specialist | 21 | 1 |
| Heavy Equipment Operator | 20 | 0 |
| Trades Mechanic | 20 | 2 |
| Maintenance Mechanic | 18 | 2 |
| Motor Equipment Operator | 18 | 0 |
| General Maintenance Worker | 15 | 4 |

Total # of Full-Time Employees 10

2015-16 Operating Budget: 997,239
2014-15 Operating Budget: 859,775
Dollar Change: 137,464
Percentage Change: 15.99%

2015-16 Personnel - F.T.E's: 10.00
2014-15 Personnel - F.T.E's: 15.00
Personnel Change: -5.00

Budget Objectives Form

Department: Parks and Recreation

Division: Parks Operations

Dept #: 12

Division #: 468

Objective:

\$ 1,023,015 To maintain 4 major park facilities, 11 passive parks, a pool, and 7 recreation centers. To support City events and activities budgeted in other decision units as well as respond to emergencies and complaints.

ACTIVITIES:

\$ 916,942 001 **Facility Operations:** Maintain the City's Parks and Recreation facilities which include buildings, grounds, pools, and playgrounds.

\$ 106,073 002 **Vehicles:** Maintenance and Replacement

Budget Summary Form

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

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 993,212 | 1,188,515 | 1,019,725 | 1,171,155 |
| Operating Expenses | 371,697 | 388,956 | 397,531 | 334,080 |
| Internal Services | 242,581 | 264,948 | 264,948 | 277,643 |
| Operating Budget | 1,607,490 | 1,842,419 | 1,682,204 | 1,782,878 |
| Capital Outlay | 0 | 0 | 0 | 0 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 60,568 | 59,472 | 59,472 | 53,132 |
| Total Budget | 1,668,058 | 1,901,891 | 1,741,676 | 1,836,010 |

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 | 2 |
| Motor Equipment Operator | 18 | 3 |
| General Maintenance Worker | 15 | 3 |

Total # of Full-Time Employees 16

2015-16 Operating Budget: 1,782,878
2014-15 Operating Budget: 1,842,419
Dollar Change: (59,541)
Percentage Change: -3.23%

2015-16 Personnel - F.T.E's: 16.00
2014-15 Personnel - F.T.E's: 15.00
Personnel Change: 1.00

Budget Objectives Form

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

Objective:

\$ 1,836,010 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:

- \$ 776,827 001 **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.
- \$ 662,928 002 **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.
- \$ 158,652 003 **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
- \$ 237,603 004 **Vehicle:** Maintenance & Replacement

Budget Summary Form

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

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 75,134 | 88,785 | 84,857 | 93,686 |
| Operating Expenses | 66,883 | 67,361 | 71,115 | 57,361 |
| Internal Services | 4,738 | 3,955 | 3,955 | 3,583 |
| Operating Budget | 146,755 | 160,101 | 159,927 | 154,630 |
| Capital Outlay | 0 | 0 | 0 | 0 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 3,822 | 3,921 | 3,921 | 3,973 |
| Total Budget | 150,577 | 164,022 | 163,848 | 158,603 |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|---------------------|----------------|-------------------|
| Parks Naturalist | 21 | 1 |
| Recreation Leader I | 16 | 0 |

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

2015-16 Operating Budget: 154,630
2014-15 Operating Budget: 160,101
Dollar Change: (5,471)
Percentage Change: -3.42%

2015-16 Personnel - F.T.E: 1.00
2014-15 Personnel - F.T.E: 1.00
Personnel Change: 0.00

Budget Objectives Form

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

Objective:

\$ 158,603 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:

\$ 151,352 001 **Facility Operations and Maintenance:** Provides for the operation, programming, and maintenance of the park grounds, facilities, and structures.

\$ 6,662 002 0
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.

\$ 589 003 **Vehicle:** Maintenance and Replacement

Budget Summary Form

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

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 15,667 | 20,399 | 4,559 | 20,399 |
| Operating Expenses | 109,646 | 61,230 | 72,797 | 61,230 |
| Internal Services | 0 | 0 | 0 | 0 |
| Operating Budget | 125,313 | 81,629 | 77,356 | 81,629 |
| 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 | 125,313 | 81,629 | 77,356 | 81,629 |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|----------------|----------------|-------------------|
| None | | |

Total # of Full-Time Employees 0

2015-16 Operating Budget: 81,629
2014-15 Operating Budget: 81,629
Dollar Change: 0
Percentage Change: 0.00%

2015-16 Personnel - F.T.E's: 0.00
2014-15 Personnel - F.T.E's: 0.00
Personnel Change: 0.00

Budget Objectives Form

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

Objective:

\$ 81,629 To provide cooperative programming with public schools during the public school system breaks.

ACTIVITIES:

\$ 81,629 001 **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: Community Events
Dept / Division #: 12 / 478

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 135,824 | 224,950 | 120,450 | 198,283 |
| Operating Expenses | 201,399 | 198,365 | 227,077 | 228,845 |
| Internal Services | 9,060 | 8,131 | 8,131 | 7,644 |
| Operating Budget | <u>346,283</u> | <u>431,446</u> | <u>355,658</u> | <u>434,772</u> |
| Capital Outlay | 0 | 0 | 0 | 0 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 2,500 | 2,500 | 2,500 | 2,500 |
| Reserves & Other | 6,897 | 7,276 | 7,276 | 7,520 |
| Total Budget | <u><u>355,680</u></u> | <u><u>441,222</u></u> | <u><u>365,434</u></u> | <u><u>444,792</u></u> |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|------------------------------------|----------------|-------------------|
| Community Engagement Administrator | 22 | 1 |
| Recreation Leader I | 19 | 1 |

Total # of Full-Time Employees 2

2015-16 Operating Budget: 434,772
2014-15 Operating Budget: 431,446
Dollar Change: 3,326
Percentage Change: 0.77%

2015-16 Personnel - F.T.E's: 2.00
2014-15 Personnel - F.T.E's: 2.00
Personnel Change: 0.00

Budget Objectives Form

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

Objective:

\$ 444,792 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:

- \$ 167,815 001 **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.
- \$ 51,666 002 **WinterNational Parade** - Promote and produce North Miami's 31st annual Thanksgiving Day parade.
- \$ 35,668 003 **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.
- \$ 135,633 005 **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> |

- | | | | |
|----|--------|-----|--|
| \$ | 33,559 | 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. |
| \$ | 4,786 | 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 Senior Citizens- Provide leadership, counseling and programming for senior citizens. |
| \$ | 1,977 | 009 | Vehicle: Maintenance and Replacement |

Budget Summary Form

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

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 14,289 | 17,406 | 23,198 | 17,406 |
| Operating Expenses | 52,675 | 45,188 | 33,121 | 44,388 |
| Internal Services | 0 | 0 | 0 | 0 |
| Operating Budget | 66,964 | 62,594 | 56,319 | 61,794 |
| 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 | 66,964 | 62,594 | 56,319 | 61,794 |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|----------------|----------------|-------------------|
| None | | |

Total # of Full-Time Employees 0

2015-16 Operating Budget: 61,794
2014-15 Operating Budget: 62,594
Dollar Change: (800)
Percentage Change: -1.28%

2015-16 Personnel - F.T.E's: 0.00
2014-15 Personnel - F.T.E's: 0.00
Personnel Change: 0.00

Budget Objectives Form

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

Objective:

\$ 61,794 To provide a facility for public assembly activities including private, non-profit, government, civic and educational functions.

ACTIVITIES:

\$ 61,794 001 **GMCC Operations:** Provide facility scheduling functions, rental staff, contractual cleaning and set up and supplies for the maintenance of the community center.

Budget Summary Form

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

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | -56 | 2,410 | 2,410 | 2,410 |
| Operating Expenses | -24,575 | 3,900 | 1,833 | 3,900 |
| Internal Services | 0 | 0 | 0 | 0 |
| Operating Budget | -24,631 | 6,310 | 4,243 | 6,310 |
| Capital Outlay | 0 | 0 | 0 | 0 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 1,400 | 1,000 | 1,000 | 1,000 |
| Reserves & Other | 0 | 0 | 0 | 0 |
| Total Budget | -23,231 | 7,310 | 5,243 | 7,310 |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|---------------------------------------|----------------|-------------------|
| None | | |
| Total # of Full-Time Employees | | 0 |

| | |
|-------------------------------------|-------|
| 2015-16 Operating Budget: | 6,310 |
| 2014-15 Operating Budget: | 6,310 |
| Dollar Change: | - |
| Percentage Change: | 0.00% |
| 2015-16 Personnel - F.T.E's: | 0.00 |
| 2014-15 Personnel - F.T.E's: | 0.00 |
| Personnel Change: | 0.00 |

Budget Objectives Form

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

Objective:

\$ 7,310 To provide for specialized programs for North Miami's youth as recommended by the Youth Opportunity Board and the City Council.

ACTIVITIES:

\$ 3,910 001 **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.

Budget Summary Form

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

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 504,738 | 457,159 | 424,425 | 495,824 |
| Operating Expenses | 161,254 | 130,017 | 160,260 | 109,875 |
| Internal Services | 21,577 | 21,118 | 21,118 | 16,325 |
| Operating Budget | 687,569 | 608,294 | 605,803 | 622,024 |
| Capital Outlay | 0 | 0 | 0 | 0 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 19,588 | 24,163 | 24,163 | 21,663 |
| Total Budget | 707,157 | 632,457 | 629,966 | 643,687 |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|----------------------------------|----------------|-------------------|
| Personnel Administration Manager | 37 | 1 |
| Assistant Personnel Manager | 32 | 1 |
| Personnel Administrators | 28 | 1 |
| Personnel Specialist | 24 | 1 |
| Confidential Secretary | 20 | 1 |
| Clerical Technician | 16 | 0 |

Total # of Full-Time Employees 5

| | |
|----------------------------------|---------------|
| 2015-16 Operating Budget: | 622,024 |
| 2014-15 Operating Budget: | 608,294 |
| Dollar Change: | <u>13,730</u> |
| Percentage Change: | 2.26% |

| | |
|-------------------------------------|-------------|
| 2015-16 Personnel - F.T.E's: | 5.00 |
| 2014-15 Personnel - F.T.E's: | <u>5.00</u> |
| Personnel Change: | <u>0.00</u> |

Budget Objectives Form

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

Objective:

\$ 643,687 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:

\$ 550,123 001 **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.

\$ 4,375 002 **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.

\$ 21,500 003 **Specialized Training:** Provide registration fees for employees from each department to attend seminars and workshops that will improve their job skills/knowledge.

Budget Objectives Form

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

- | | | | |
|----|--------|-----|--|
| \$ | 6,700 | 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> |
| \$ | 3,913 | 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 | <p>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.</p> |
| \$ | 3,080 | 010 | <p>Supervisory Training (max. 25 employees per 1 day session)</p> |
| \$ | 1,200 | 011 | <p>Wellness Program: Community event registrations, t-shirts, supplies, health risk assessments, nutrition/health screenings and seminars.</p> |

Budget Summary Form

Department: Police

Dept. #: 08

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|---------------------------------|------------------------------------|------------------------------------|----------------------------------|------------------------------------|
| Personal Services | 16,638,671 | 18,132,592 | 18,451,293 | 18,826,718 |
| Operating Expenses | 3,216,551 | 3,201,087 | 3,049,504 | 1,852,565 |
| Internal Services | 2,323,104 | 2,416,169 | 2,416,185 | 2,507,217 |
| Operating Budget | 22,178,326 | 23,749,848 | 23,916,982 | 23,186,500 |
| Capital Outlay | 207,149 | 239,003 | 254,028 | 49,200 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 1,000,000 | 0 | 5,000 |
| Reserves & Other | 820,869 | 841,219 | 856,351 | 839,433 |
| Total Budget | 23,206,344 | 25,830,070 | 25,027,361 | 24,080,133 |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|---------------------------------------|------------------------|---------------------------|
| Police Chief | 41 | 1 |
| Assistant Police Chief | 39 | 2 |
| Police Major | 36 | 5 |
| Police Commander | 35 | 6 |
| Police Administrator | 31 | 1 |
| Police Sergeant | 31S | 16 |
| Police Officer | 28O | 93 |
| Admin Assistant | 27 | 1 |
| Grants Writer | 25 | 1 |
| Training Specialist | 24 | 1 |
| Administrative Coordinator | 22 | 1 |
| Crime Scene Technician | 22 | 4 |
| 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 |
| Public Service Aide | 17 | 3 |
| Records Technician | 16 | 4 |
| Clerical Technician | 16 | 2 |
| Total # of Full-Time Employees | | 159 |

| | |
|----------------------------------|------------|
| 2015-16 Operating Budget: | 23,186,500 |
| 2014-15 Operating Budget: | 23,749,848 |
| Dollar Change: | (563,348) |
| Percentage Change: | -2.37% |

| | |
|-------------------------------------|--------|
| 2015-16 Personnel - F.T.E's: | 159.00 |
| 2014-15 Personnel - F.T.E's: | 159.00 |
| Personnel Change: | 0.00 |

Budget Summary Form

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

| EXPENDITURE | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Operating Budget | | | | |
| Personal Services | 1,300,803 | 1,348,256 | 1,414,107 | 1,449,980 |
| Operating Expenses | 261,563 | 110,282 | 206,411 | 83,600 |
| Internal Services | 121,744 | 99,966 | 99,968 | 97,392 |
| Operating Budget | <u>1,684,110</u> | <u>1,558,504</u> | <u>1,720,486</u> | <u>1,630,972</u> |
| Capital Outlay | 0 | 0 | 0 | 0 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 48,999 | 63,175 | 63,176 | 62,984 |
| Total Budget | <u><u>1,733,109</u></u> | <u><u>1,621,679</u></u> | <u><u>1,783,662</u></u> | <u><u>1,693,956</u></u> |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|---------------------------------------|----------------|-------------------|
| Police Chief | 41 | 1 |
| Assistant Police Chief | 39 | 2 |
| Police Sergeant | 31S | 1 |
| Police Officer | 28O | 1 |
| Police Administrator | 31 | 1 |
| Administrative Assistant | 27 | 1 |
| Grants Writer | 25 | 1 |
| Training Specialist | 24 | 1 |
| Clerical Technician | 16 | 1 |
| Total # of Full-Time Employees | | <u><u>10</u></u> |

| | |
|-------------------------------------|------------------|
| 2015-16 Operating Budget: | 1,630,972 |
| 2014-15 Operating Budget: | <u>1,558,504</u> |
| Dollar Change: | <u>72,468</u> |
| Percentage Change: | 4.65% |
| | |
| 2015-16 Personnel - F.T.E's: | 10.00 |
| 2014-15 Personnel - F.T.E's: | <u>10.00</u> |
| Personnel Change: | <u>0.00</u> |

Budget Objectives Form

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

Objective:

\$ 1,693,956 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:

\$ 1,239,193 001

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.

\$ 454,763 002

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.

Budget Summary Form

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

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|--------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Personal Services | 7,720,017 | 8,372,929 | 8,459,288 | 8,418,917 |
| Operating Expenses | 403,245 | 397,590 | 407,964 | 434,581 |
| Internal Services | 1,149,310 | 1,223,433 | 1,223,435 | 1,292,699 |
| Operating Budget | <u>9,272,572</u> | <u>9,993,952</u> | <u>10,090,687</u> | <u>10,146,197</u> |
| Capital Outlay | 16,638 | 0 | 0 | 0 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 373,624 | 377,599 | 377,600 | 392,722 |
| Total Budget | <u><u>9,662,834</u></u> | <u><u>10,371,551</u></u> | <u><u>10,468,287</u></u> | <u><u>10,538,919</u></u> |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|----------------------------|----------------|-------------------|
| Police Major | 36 | 1 |
| Police Commander | 33 | 3 |
| Police Sergeant | 31S | 9 |
| Police Officer | 28O | 54 |
| Administrative Coordinator | 22 | 1 |

Total # of Full-Time Employees 68

| | |
|-------------------------------------|------------------|
| 2015-16 Operating Budget: | 10,146,197 |
| 2014-15 Operating Budget: | <u>9,993,952</u> |
| Dollar Change: | <u>152,245</u> |
| Percentage Change: | <u>1.52%</u> |
| | |
| 2015-16 Personnel - F.T.E's: | 68.00 |
| 2014-15 Personnel - F.T.E's: | <u>68.00</u> |
| Personnel Change: | <u>0.00</u> |

Budget Objectives Form

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

Objective:

\$ 10,538,919 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:

\$ 9,764,665 001 **Uniform Patrol:** Protects life and property by patrolling City streets; providing traffic enforcement; responding to calls for police service; and apprehending criminal offenders.

\$ 774,254 002 **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.

**CITY OF NORTH MIAMI
FISCAL YEAR 2015-16
EXPENSE DETAIL WORKSHEET**

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

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|---------------------------------|------------------------------------|------------------------------------|----------------------------------|------------------------------------|
| Personal Services | 1,349,794 | 1,478,600 | 1,496,063 | 1,533,756 |
| Operating Expenses | 21,919 | 57,707 | 59,717 | 15,847 |
| Internal Services | 240,307 | 266,658 | 266,665 | 272,622 |
| Operating Budget | 1,612,020 | 1,802,965 | 1,822,445 | 1,822,225 |
| Capital Outlay | 0 | 7,000 | 9,575 | 0 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 1,000,000 | 0 | 5,000 |
| Reserves & Other | 69,535 | 78,264 | 78,269 | 68,256 |
| Total Budget | 1,681,555 | 2,888,229 | 1,910,289 | 1,895,481 |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | 0 Positions |
|---------------------------------------|------------------------|------------------------|
| Police Major | 36 | 1 |
| Police Commander | 33 | 1 |
| Police Sergeant | 31S | 1 |
| Police Officer | 28O | 7 |
| Code Compliance Officer | 23 | 1 |
| Administrative Specialist | 18 | 1 |
| Total # of Full-Time Employees | | 12 |

2015-16 Operating Budget: 1,822,225
2014-15 Operating Budget: 1,802,965
Dollar Change: 19,260
Percentage Change: 1.07%

2015-16 Personnel - F.T.E's: 12.00
2014-15 Personnel - F.T.E's: 12.00
Personnel Change: 0.00

**CITY OF NORTH MIAMI
FISCAL YEAR 2015-16
EXPENSE DETAIL WORKSHEET**

| | |
|--------------------|--------------------|
| Department: | Police |
| Division: | Community Policing |
| Dept. #: | 08 |
| Division #: | 426 |

Objective:

\$ 1,895,481 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; safety and maintenance of order in City parks; animal control; enforcement of City zoning ordinances; and the continuing participation in the Police Explorer Program and the Police Athletic League.

ACTIVITIES:

\$ 457,423 001 **Administration:** Provides management and supervision of the diverse functions of this **Section** and is responsible for designing, implementing, and coordinating innovative enforcement and public service activities.

\$ 979,273 002 **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.

\$ 306,127 003 **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.

\$ 45,215 004 **Citizens' Crime Watch Program:** Provides funds to coordinate Crime Watch Programs and other crime prevention initiatives within the City.

\$ 5,000 005 **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,

**CITY OF NORTH MIAMI
FISCAL YEAR 2015-16
EXPENSE DETAIL WORKSHEET**

| | |
|--------------------|--------------------|
| Department: | Police |
| Division: | Community Policing |
| Dept. #: | 08 |
| Division #: | 426 |

foster positive relations with police officers, and provide a needed service to the community such as crowd control at special events and home checks.

\$ 102,443 006

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.

Budget Summary Form

Department: Police
Division: Uniform Support Section
Dept. / Division #: 08 / 427

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 2,256,843 | 2,436,949 | 2,472,493 | 2,564,125 |
| Operating Expenses | 1,566,084 | 1,620,277 | 1,377,011 | 270,140 |
| Internal Services | 274,776 | 275,615 | 275,617 | 283,863 |
| Operating Budget | 4,097,703 | 4,332,841 | 4,125,121 | 3,118,128 |
| Capital Outlay | 159,026 | 0 | 0 | 0 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 115,662 | 111,159 | 111,160 | 113,453 |
| Total Budget | 4,372,391 | 4,444,000 | 4,236,281 | 3,231,581 |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|----------------------------------|----------------|-------------------|
| Police Major | 36 | 1 |
| Police Commander | 33 | 1 |
| Police Sergeant | 31S | 1 |
| Police Officer | 28O | 7 |
| Police Communications Supervisor | 21 | 1 |
| Police Communications Operator | 19 | 12 |
| Public Service Aide | 17 | 3 |
| Total # of Full-Time Employees | | <u>26</u> |

2015-16 Operating Budget: 3,118,128
2014-15 Operating Budget: 4,332,841
Dollar Change: (1,214,713)
Percentage Change: -28.04%

2015-16 Personnel - F.T.E's: 26.00
2014-15 Personnel - F.T.E's: 26.00
Personnel Change: 0.00

Budget Objectives Form

Department: Police
Division: Uniform Support Services
Dept. #: 08
Division #: 427

Objective:

\$ 3,231,581 To provide specialized police and public services to enhance the overall quality of life of residents pertaining to: traffic enforcement; safety and law enforcement on City waterways; dispatching calls for service; Public Service Aides; and school crossing guards.

ACTIVITIES:

\$ 1,322,991 001 **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.

\$ 317,375 002 **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.

\$ 1,270,359 003 **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.

\$ 214,215 004 **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.

\$ 106,641 005 **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.

Budget Summary Form

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

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 3,466,335 | 3,931,655 | 4,011,099 | 4,276,336 |
| Operating Expenses | 147,820 | 171,955 | 177,285 | 171,033 |
| Internal Services | 495,456 | 511,616 | 511,620 | 522,747 |
| Operating Budget | 4,109,611 | 4,615,226 | 4,700,004 | 4,970,116 |
| Capital Outlay | 0 | 0 | 0 | 0 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 187,336 | 184,806 | 184,808 | 175,373 |
| Total Budget | 4,296,947 | 4,800,032 | 4,884,812 | 5,145,489 |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|---------------------------------------|----------------|-------------------|
| Police Major | 36 | 1 |
| Police Commander | 35 | 1 |
| Police Sergeant | 31S | 4 |
| 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 | | 36 |

2015-16 Operating Budget: 4,970,116
2014-15 Operating Budget: 4,615,226
Dollar Change: 354,890
Percentage Change: 7.69%

2015-16 Personnel - F.T.E's: 36.00
2014-15 Personnel - F.T.E's: 35.00
Personnel Change: 1.00

Budget Objectives Form

| | |
|--------------------|---------------|
| Department: | Police |
| Division: | Investigative |
| Dept. #: | 08 |
| Division #: | 430 |

Objective:

\$ 5,145,489 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:

\$ 3,131,666 001 **General Investigations / Special Victims Unit:** Conducts criminal investigations and writes investigative reports; identifies and apprehends offenders; assists the State in the prosecution of criminal offenders; provides support for the Uniform Patrol Division; 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.

\$ 1,547,665 002 **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.

\$ 287,916 003 **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: | <u>Police</u> | |
| Division: | <u>Investigative</u> | |
| Dept. #: | <u>08</u> | |
| Division #: | <u>430</u> | |

| | | | |
|----|--------|-----|---|
| \$ | 75,331 | 004 | <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> |
|----|--------|-----|---|

| | | | |
|----|---------|-----|---|
| \$ | 102,911 | 005 | <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> |
|----|---------|-----|---|

Budget Summary Form

Department: Police
Division: Administration
Dept. / Division #: 08 / 435

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 544,879 | 564,203 | 598,243 | 583,604 |
| Operating Expenses | 815,920 | 843,276 | 821,116 | 877,364 |
| Internal Services | 41,511 | 38,881 | 38,880 | 37,894 |
| Operating Budget | <u>1,402,310</u> | <u>1,446,360</u> | <u>1,458,239</u> | <u>1,498,862</u> |
| Capital Outlay | 31,485 | 232,003 | 244,453 | 49,200 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 25,713 | 26,216 | 26,216 | 26,645 |
| Total Budget | <u>1,459,508</u> | <u>1,704,579</u> | <u>1,728,908</u> | <u>1,574,707</u> |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|---------------------------------------|----------------|-------------------|
| Police Major | 36 | 1 |
| Police Records Supervisor | 21 | 1 |
| Crime Scene Technician | 22 | 1 |
| Records Technician | 16 | 4 |
| Total # of Full-Time Employees | | <u>7</u> |

2015-16 Operating Budget: 1,498,862
2014-15 Operating Budget: 1,446,360
Dollar Change: 52,502
Percentage Change: 3.63%

2015-16 Personnel - F.T.E's: 7.00
2014-15 Personnel - F.T.E's: 7.00
Personnel Change: 0.00

Budget Objectives Form

Department: Police
Division: Administration
Dept. #: 8
Division #: 435

Objective:

\$ 1,574,707 To provide efficient and effective services in the following areas: police records management functions, lobby reception, vehicle fleet, property and evidence control, and building maintenance.

ACTIVITIES:

- \$ 836,362 **001** **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.
- \$ 245,010 **002** **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.
- \$ 403,739 **003** **Building Operations and Maintenance:** Provides building service contracts, utility fees, and equipment/supplies required to operate and maintain the police facility.
- \$ 40,396 **004** **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.

Budget Objectives Form

Department: Police
Division: Administration
Dept. #: 8
Division #: 435

\$ - **005** **Vehicle:** Maintenance and replacement

Budget Summary Form

Department: Public Works
Dept #: 10

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 2,146,045 | 1,790,404 | 1,550,644 | 1,502,391 |
| Operating Expenses | 2,408,582 | 2,309,404 | 2,327,595 | 2,331,125 |
| Internal Services | 440,221 | 495,482 | 495,492 | 529,558 |
| Operating Budget | 4,994,848 | 4,595,290 | 4,373,731 | 4,363,074 |
| Capital Outlay | 839,093 | 1,551,230 | 1,564,526 | 50,000 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 95,169 | 84,835 | 84,835 | 78,941 |
| Total Budget | 5,929,110 | 6,231,355 | 6,023,092 | 4,492,015 |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|---|----------------|-------------------|
| Public Works Director | 41 | 1 |
| Assistant Public Works Director (1 moved) | 39 | 0 |
| Streets/Stormwater Superintendent | 28 | 1 |
| Facility Maintenance Supervisor | 25 | 1 |
| Constituent Service Coordinator (removed) | 25 | 0 |
| Code Compliance Officer (3 moved) | 23 | 0 |
| Administrative Assistant | 28 | 1 |
| Sanitation Coordinator (removed) | 22 | 0 |
| Streets Coordinator | 22 | 1 |
| Secretary | 20 | 1 |
| Trades Mechanic | 20 | 2 |
| Heavy Equipment Operator | 20 | 2 |
| Maintenance Mechanic | 18 | 3 |
| Motor Equipment Operator | 18 | 1 |
| General Maintenance Worker | 15 | 6 |
| Custodian | 15 | 1 |
| Total # of Full-Time Employees | | 21 |

| | |
|----------------------------------|-----------|
| 2015-16 Operating Budget: | 4,363,074 |
| 2014-15 Operating Budget: | 4,595,290 |
| Dollar Change: | (232,216) |
| Percentage Change: | -5.05% |

| | |
|-------------------------------------|-------|
| 2015-16 Personnel - F.T.E's: | 21.00 |
| 2014-15 Personnel - F.T.E's: | 25.00 |
| Personnel Change: | -4.00 |

Budget Summary Form

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

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 500,639 | 560,643 | 498,960 | 407,764 |
| Operating Expenses | 1,967,169 | 1,910,525 | 1,930,386 | 1,904,463 |
| Internal Services | 106,628 | 120,182 | 120,192 | 123,977 |
| Operating Budget | <u>2,574,436</u> | <u>2,591,350</u> | <u>2,549,538</u> | <u>2,436,204</u> |
| Capital Outlay | 0 | 0 | 0 | 0 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 26,287 | 29,886 | 29,886 | 25,261 |
| Total Budget | <u><u>2,600,723</u></u> | <u><u>2,621,236</u></u> | <u><u>2,579,424</u></u> | <u><u>2,461,465</u></u> |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|---------------------------------------|----------------|-------------------|
| Public Works Director | 41 | 1 |
| Code Compliance Officer | 23 | 0 |
| Administrative Assistant | 28 | 1 |
| Secretary | 20 | 1 |
| Total # of Full-Time Employees | | <u>3</u> |

| | |
|-------------------------------------|---------------------|
| 2015-16 Operating Budget: | 2,436,204 |
| 2014-15 Operating Budget: | 2,591,350 |
| Dollar Change: | <u>(155,146)</u> |
| Percentage Change: | -5.99% |
| | |
| 2015-16 Personnel - F.T.E's: | 3.00 |
| 2014-15 Personnel - F.T.E's: | 5.00 |
| Personnel Change: | <u><u>-2.00</u></u> |

Budget Objectives Form

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

Objective:

\$ 2,461,465 To manage and coordinate the activities of the Public Works Department. The Department has full-time employees deployed in the following divisions: Public Works Administration, Streets, Facility Maintenance, Water & Sewer, Stormwater, and Fleet Management.

ACTIVITIES:

\$ 395,117 001 **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.

\$ 6,220 002 **Vehicles Maintenance & Replacement**
Repairs and maintenance of vehicles

\$ 45,235 003 **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.

\$ 2,014,893 004 **Sanitation Services:** To provide residential sanitation support including pickup and disposal of garbage and trash that can be containerized, twice a week.

Budget Summary Form

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

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 1,460,772 | 1,017,689 | 848,311 | 907,435 |
| Operating Expenses | 107,658 | 107,380 | 106,844 | 122,713 |
| Internal Services | 300,852 | 342,183 | 342,183 | 374,161 |
| Operating Budget | <u>1,869,282</u> | <u>1,467,252</u> | <u>1,297,338</u> | <u>1,404,309</u> |
| Capital Outlay | 470,054 | 1,422,890 | 1,437,526 | 50,000 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 56,056 | 42,847 | 42,847 | 45,355 |
| Total Budget | <u><u>2,395,392</u></u> | <u><u>2,932,989</u></u> | <u><u>2,777,711</u></u> | <u><u>1,499,664</u></u> |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|---------------------------------------|----------------|-------------------|
| Streets Coordinator | 22 | 1 |
| Heavy Equipment Operator | 20 | 1 |
| Maintenance Mechanic | 18 | 2 |
| Motor Equipment Operator | 18 | 0 |
| General Maintenance Worker | 15 | 6 |
| Total # of Full-Time Employees | | <u><u>10</u></u> |

| | |
|-------------------------------------|---------------------|
| 2015-16 Operating Budget: | 1,404,309 |
| 2014-15 Operating Budget: | <u>1,467,252</u> |
| Dollar Change: | <u>(62,943)</u> |
| Percentage Change: | -4.29% |
| | |
| 2015-16 Personnel - F.T.E's: | 10.00 |
| 2014-15 Personnel - F.T.E's: | <u>12.00</u> |
| Personnel Change: | <u><u>-2.00</u></u> |

Budget Objectives Form

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

Objective:

\$ 1,499,664 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. Maintenance of street, stripping, signage, traffic calming devices, City parking lots.

ACTIVITIES:

| | | | |
|----|---------|-----|--|
| \$ | 138,760 | 001 | Streets Administration: Provide supervisory support for the Streets |
| \$ | 267,908 | 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. |
| \$ | 70,273 | 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. |
| \$ | 182,423 | 004 | 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. |
| \$ | 15,428 | 005 | 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. |
| \$ | 385,978 | 006 | 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. |
| \$ | 148,866 | 007 | Commercial Corridor Improvement Program - The Clean Team - Provides funds to clean and maintain public walkways in the City's commercial corridors. |
| \$ | 290,028 | 008 | Vehicles: Maintenance and replacement. |

Budget Summary Form

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

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 184,634 | 212,072 | 203,373 | 187,192 |
| Operating Expenses | 333,755 | 291,499 | 290,365 | 303,949 |
| Internal Services | 32,741 | 33,117 | 33,117 | 31,420 |
| Operating Budget | 551,130 | 536,688 | 526,855 | 522,561 |
| Capital Outlay | 369,039 | 128,340 | 127,000 | 0 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 12,826 | 12,102 | 12,102 | 8,325 |
| Total Budget | 932,995 | 677,130 | 665,957 | 530,886 |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|---------------------------------------|----------------|-------------------|
| Facility Maintenance Supervisor | 25 | 0 |
| Trades Mechanic | 20 | 2 |
| Maintenance Mechanic | 18 | 0 |
| Custodian | 15 | 1 |
| Total # of Full-Time Employees | | 3 |

2015-16 Operating Budget: 522,561
2014-15 Operating Budget: 536,688
Dollar Change: (14,127)
Percentage Change: -2.63%

2015-16 Personnel - F.T.E's: 3.00
2014-15 Personnel - F.T.E's: 4.00
Personnel Change: -1.00

Budget Objectives Form

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

Objective:

\$ 530,886 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:

\$ 423,278 001 **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.

\$ 82,462 002 **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.

\$ 25,146 003 **Vehicle Maintenance & Replacement**

Budget Summary Form

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

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 264,733 | 299,084 | 208,243 | 290,137 |
| Operating Expenses | 34,402 | 44,699 | 70,844 | 45,798 |
| Internal Services | 17,563 | 13,542 | 13,542 | 10,461 |
| Operating Budget | <u>316,698</u> | <u>357,325</u> | <u>292,629</u> | <u>346,396</u> |
| Capital Outlay | 0 | 0 | 0 | 0 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 15,944 | 15,494 | 15,494 | 13,881 |
| Total Budget | <u><u>332,642</u></u> | <u><u>372,819</u></u> | <u><u>308,123</u></u> | <u><u>360,277</u></u> |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|--------------------|----------------|-------------------|
| Purchasing Manager | 37 | 1 |
| Purchasing Agent | 28 | 1 |
| Buyer | 22 | 1 |

Total # of Full-Time Employees 3

2015-16 Operating Budget: 346,396
2014-15 Operating Budget: 357,325
Dollar Change: (10,929)
Percentage Change: -3.06%

2015-16 Personnel - F.T.E. 3.00
2014-15 Personnel - F.T.E. 3.00
Personnel Change: 0.00

Budget Objectives Form

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

Objective:

\$ 360,277 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:

\$ 360,277 001 **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.

Budget Summary Form

Department: Public Works-Stormwater Utility
Dept #: 10

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 418,977 | 541,940 | 480,637 | 559,169 |
| Operating Expenses | 1,188,730 | 1,320,311 | 1,310,420 | 1,364,211 |
| Internal Services | 171,125 | 190,566 | 190,566 | 196,899 |
| Operating Budget | 1,778,832 | 2,052,817 | 1,981,623 | 2,120,279 |
| Capital Outlay | 14,509 | 307,796 | 308,596 | 0 |
| Debt Service | 99,679 | 441,045 | 441,045 | 441,045 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 432,967 | 270,423 | 33,419 | 485,318 |
| Total Budget | 2,325,987 | 3,072,081 | 2,764,683 | 3,046,642 |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|---------------------------------------|----------------|-------------------|
| City Engineer (moved to W&S) | 33 | 0 |
| Stormwater/Streets Superintendent | 28 | 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 | | 8 |

| | |
|----------------------------------|-----------|
| 2015-16 Operating Budget: | 2,120,279 |
| 2014-15 Operating Budget: | 2,052,817 |
| Dollar Change: | 67,462 |
| Percentage Change: | 3.29% |

| | |
|-------------------------------------|------|
| 2015-16 Personnel - F.T.E's: | 8.00 |
| 2014-15 Personnel - F.T.E's: | 8.00 |
| Personnel Change: | 0.00 |

Budget Objectives Form

Department: Public Works-Stormwater Utility

Division: Stormwater Operation & Maintenance

Dept #:

Division #:

\$ 3,046,642 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

ACTIVITIES:

\$ 338,549 **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.

\$ 303,533 **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.

\$ 81,616 **Street Sweeping:** Cleans and maintains designated streets within the City in order to prevent debris from entering canals through drainage outlets.

\$ 96,000 **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.

\$ 48,169 **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.

\$ 16,850 **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.

\$ 161,239 **Vehicle Maintenance and Replacement:** Provides funds for the daily operation, preventive maintenance, emergency repairs and replacement of vehicles.

\$ 920,877 **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.

\$ 1,079,809 **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.

Budget Summary Form

Department: Public Works-Water & Sewer

Dept#: 10

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|---------------------------------|------------------------------------|------------------------------------|----------------------------------|------------------------------------|
| Personal Services | 3,459,582 | 4,196,583 | 3,746,498 | 4,685,900 |
| Operating Expenses | 15,008,326 | 16,832,708 | 16,263,216 | 21,345,398 |
| Internal Services | 3,486,921 | 4,189,798 | 5,320,646 | 624,965 |
| Operating Budget | 21,954,829 | 25,219,089 | 25,330,360 | 26,656,263 |
| Capital Outlay | 175,400 | 15,685,014 | 18,435,482 | 6,977,995 |
| Debt Service | 0 | 0 | 0 | |
| Grants & Aids | 0 | 0 | 0 | |
| Reserves & Other | 1,419,090 | 15,066,493 | 154,120 | 15,129,606 |
| Total Budget | 23,549,319 | 55,970,596 | 43,919,962 | 48,763,864 |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|---------------------------------------|------------------------|---------------------------|
| Assistant Public Works Director | 39 | 1 |
| City Engineer | 33 | 1 |
| Operations Chief | 31 | 1 |
| Sr. Civil Engineer | 30 | 1 |
| Utility Superintendent | 28 | 1 |
| Water Plant Superintendent | 28 | 1 |
| Water Plant Supervisor | 25 | 1 |
| GIS Specialist | 24 | 1 |
| Senior Electrician | 25 | 1 |
| Plumber | 25 | 1 |
| Electricians | 23 | 2 |
| Scada Technician | 23 | 1 |
| Utility Coordinator | 22 | 4 |
| Water Plant Operator | 21 | 10 |
| Heavy Equipment Operator | 20 | 7 |
| Trades Mechanic | 20 | 9 |
| Drafting Technician | 20 | 1 |
| Water Meter Technician | 19 | 1 |
| Leak Detection Technician | 19 | 2 |
| Maintenance Mechanic | 18 | 4 |
| Motor Equipment Operator | 18 | 2 |
| Utility Technician | 18 | 1 |
| Clerical Technician | 16 | 1 |
| General Maintenance Worker | 15 | 7 |
| Total # of Full-Time Employees | | 62 |

| | |
|---------------------------------|------------------|
| 2015-16 Operating Budget | 26,656,263 |
| 2014-15 Operating Budget | 25,219,089 |
| Dollar Change: | <u>1,437,174</u> |
| Percentage Change: | 5.70% |

| | |
|-----------------------------------|--------------|
| 2015-16 Personnel - F.T.E. | 62.00 |
| 2014-15 Personnel - F.T.E. | <u>56.00</u> |
| Personnel Change: | <u>6.00</u> |

Budget Summary Form

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

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 331,347 | 690,923 | 466,256 | 709,704 |
| Operating Expenses | 4,553,688 | 5,013,526 | 5,086,970 | 5,192,222 |
| Internal Services | 23,927 | 17,467 | 17,467 | 20,642 |
| Operating Budget | 4,908,962 | 5,721,916 | 5,570,693 | 5,922,568 |
| Capital Outlay | 0 | 345,000 | 228,129 | 350,000 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 17,543 | 14,925,732 | 13,559 | 14,966,227 |
| Total Budget | 4,926,505 | 20,992,648 | 5,812,381 | 21,238,795 |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|---------------------------------|----------------|-------------------|
| Assistant Public Works Director | 39 | 1 |
| City Engineer | 33 | 1 |
| Operations Chief | 31 | 1 |
| Sr. Civil Engineer | 30 | 1 |
| GIS Specialist | 24 | 1 |
| Drafting Technician | 20 | 1 |
| Clerical Technician | 16 | 2 |

Total # of Full-Time Employees 8

2015-16 Operating Budget 5,922,568
2014-15 Operating Budget 5,721,916
Dollar Change: 200,652
Percentage Change: 3.51%

2015-16 Personnel - F.T.E's: 8.00
2014-15 Personnel - F.T.E's: 3.00
Personnel Change: 5.00

Budget Objectives Form

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

Objective:

\$ 21,238,795 To provide operational, administrative, engineering, drafting and clerical support to the Water & Sewer Division of the Public Works Department.

ACTIVITIES:

\$ 830,717 001 **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.

\$ 14,952,817 003 **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.

\$ 78,589 004 **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.

\$ 5,021,672 005 **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.

\$ 350,000 Replacement Vehicles for Water & Sewer operations

Budget Summary Form

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

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 645,154 | 583,290 | 647,360 | 794,123 |
| Operating Expenses | 309,397 | 323,253 | 375,194 | 377,208 |
| Internal Services | 107,074 | 112,481 | 112,481 | |
| Operating Budget | 1,061,625 | 1,019,024 | 1,135,035 | 1,171,331 |
| Capital Outlay | 136,795 | 427,114 | 725,035 | 750,000 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 1,274,625 | 27,648 | 27,648 | 25,509 |
| Total Budget | 2,473,045 | 1,473,786 | 1,887,718 | 1,946,840 |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|---------------------------------------|----------------|-------------------|
| Utility Supervisor | 25 | 0 |
| Senior Electrician | 25 | 1 |
| Electrician | 23 | 2 |
| Utility Coordinator | 22 | 1 |
| Trades Mechanic | 20 | 3 |
| Electrician's Aide | 18 | 0 |
| Scada Techn. | 23 | 1 |
| Maintenance Mechanic | 18 | 2 |
| General Maintenance Worker | 15 | 1 |
| Total # of Full-Time Employees | | 11 |

2015-16 Operating Budget: 1,171,331
2014-15 Operating Budget: 1,019,024
Dollar Change: 152,307
Percentage Change: 14.95%

2015-16 Personnel - F.T.E's: 11.00
2014-15 Personnel - F.T.E's: 11.00
Personnel Change: 0.00

Budget Objectives Form

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

Objective:

\$ 1,946,840 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:

- | | | |
|------------|-----|---|
| \$ 834,044 | 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> |
| \$ 340,717 | 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> |
| \$ 22,079 | 004 | <p>Vehicle: Repair, maintenance and replacement</p> |

Budget Objectives Form

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

\$ 550,000

Lift Stations Rehabilitation: The City's Sanitary Lift Stations are outdated 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.

Budget Summary Form

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

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|--------------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 902,704 | 1,018,038 | 1,032,222 | 1,057,526 |
| Materials, Supplies & Services | 861,616 | 1,281,516 | 1,244,656 | 4,642,744 |
| Internal Services | 2,874,318 | 3,520,091 | 4,650,939 | |
| Operating Budget | 4,638,638 | 5,819,645 | 6,927,817 | 5,700,270 |
| Capital Outlay | 34,574 | 4,105,785 | 4,105,785 | 1,737,995 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Non-Operating | 47,773 | 44,808 | 44,608 | 46,656 |
| Total Budget | 4,720,985 | 9,970,238 | 11,078,210 | 7,484,921 |

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 |
| Leak Detection Technician | 19 | 2 |

Total # of Full-Time Employees **14**

2015-16 Operating Budget: 5,700,270
2014-15 Operating Budget: 5,819,645
Dollar Change: (119,375)
Percentage Change: -2.05%

2015-16 Personnel - F.T.E. 14.00
2014-15 Personnel - F.T.E. 14.00
Personnel Change: 0.00

Budget Objectives Form

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

Objective:

\$ 7,484,921 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:

\$ 2,323,260 001 **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.

\$ 3,343,425 002 **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.

\$ 65,241 003 **Vehicle maintenance and replacement.**

\$ 15,000 **Conservation Program**

\$ 1,737,995 **Upgrade of Existing Lime:** To rehabilitate the existing Lime Softening Water Treatment Plant so that it operates more efficiently and complies with industry standards.

Budget Summary Form

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

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 1,053,689 | 1,159,247 | 1,103,764 | 1,347,349 |
| Operating Expenses | 410,694 | 260,534 | 352,664 | 261,694 |
| Internal Services | 269,764 | 301,597 | 301,597 | 336,688 |
| Operating Budget | 1,734,147 | 1,721,378 | 1,758,025 | 1,945,731 |
| Capital Outlay | 4,031 | 5,663,182 | 5,502,601 | 640,000 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 47,894 | 43,042 | 43,042 | 55,969 |
| Total Budget | 1,786,072 | 7,427,602 | 7,303,668 | 2,641,700 |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|----------------------------|----------------|-------------------|
| Utility Superintendent | 28 | 1 |
| Plumber | 25 | 1 |
| Utility Coordinator | 22 | 3 |
| Trades Mechanic | 20 | 4 |
| Heavy Equipment Operator | 20 | 3 |
| Water Meter Technician | 19 | 1 |
| Utility Technician | 18 | 1 |
| Maintenance Mechanic | 18 | 1 |
| Motor Equipment Operator | 18 | 1 |
| Leak Decton Technician | 19 | 1 |
| General Maintenance Worker | 15 | 3 |

Total # of Full-Time Employees **20**

2015-16 Operating Budget: 1,945,731
2014-15 Operating Budget: 1,721,378
Dollar Change: 224,353
Percentage Change: 13.03%

2015-16 Personnel - F.T.E. 20.00
2014-15 Personnel - F.T.E. 17.00
Personnel Change: 3.00

Budget Objectives Form

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

Objective:

\$ 2,641,700 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:

\$ 1,241,334 001 **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.

\$ 505,855 002 **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 throughout 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.

\$ 294,511 004 **Vehicle:** Maintenance and repairs.

\$ 300,000 000 **Supplemental:** To fund a 30-year replacement schedule to replace water lines throughout the City of North Miami.

Budget Summary Form

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

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 526,688 | 745,085 | 496,896 | 777,198 |
| Operating Expenses | 8,872,931 | 9,953,879 | 9,203,732 | 10,871,530 |
| Internal Services | 211,838 | 238,162 | 238,162 | 267,635 |
| Operating Budget | 9,611,457 | 10,937,126 | 9,938,790 | 11,916,363 |
| Capital Outlay | 0 | 5,143,933 | 7,873,932 | 3,500,000 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 31,255 | 25,263 | 25,263 | 35,245 |
| Total Budget | 9,642,712 | 16,106,322 | 17,837,985 | 15,451,608 |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|---------------------------------------|----------------|-------------------|
| Utility Coordinator | 22 | 0 |
| Heavy Equipment Operator | 20 | 4 |
| Trades Mechanic | 20 | 2 |
| Maintenance Mechanic | 18 | 1 |
| Motor Equipment Operator | 18 | 1 |
| General Maintenance Worker | 15 | 3 |
| Total # of Full-Time Employees | | 11 |

2015-16 Operating Budget: 11,916,363
2014-15 Operating Budget: 10,937,126
Dollar Change: 979,237
Percentage Change: 8.95%

2015-16 Personnel - F.T.E's: 11.00
2014-15 Personnel - F.T.E's: 10.00
Personnel Change: 1.00

Budget Objectives Form

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

Objective:

\$ 15,451,608 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:

\$ 932,107 001 **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.

\$ 199,429 002 **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.

\$ 10,478,996 003 **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.

\$ 241,076 005 **Vehicle:** Repair, maintenance and replacement.

\$ 3,500,000 **Supplemental:** To fund a 30-year replacement schedule to replace water lines throughout the City of North Miami.

Budget Summary Form

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

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| 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 | 0 | 0 | 988,610 |
| Total Budget | 0 | 0 | 0 | 988,610 |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|---------------------------------------|----------------|-------------------|
| None | | |
| Total # of Full-Time Employees | | 0 |

2015-16 Operating Budget: -
2014-15 Operating Budget: -
Dollar Change: -
Percentage Change: 0.00%

2015-16 Personnel - F.T.E. 0.00
2014-15 Personnel - F.T.E. 0.00
Personnel Change: 0.00

Budget Summary Form

Department: Public Works-Fleet Management

Dept / Div #: 10 / 670

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|---------------------------------|------------------------------------|------------------------------------|----------------------------------|------------------------------------|
| Personal Services | 822,527 | 744,299 | 659,238 | 850,998 |
| Operating Expenses | 1,526,675 | 1,571,740 | 1,594,296 | 1,625,146 |
| Internal Services | 90,847 | 79,369 | 79,369 | 25,361 |
| Operating Budget | <u>2,440,049</u> | <u>2,395,408</u> | <u>2,332,903</u> | <u>2,501,505</u> |
| Capital Outlay | 2 | 356,299 | 719,317 | 0 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 80,248 | 1,670,205 | 39,371 | 1,839,394 |
| Total Budget | <u><u>2,520,299</u></u> | <u><u>4,421,912</u></u> | <u><u>3,091,591</u></u> | <u><u>4,340,899</u></u> |

PERSONAL SERVICES DETAIL:

| <u>Classification</u> | <u>Salary Sch.</u> | <u># of Positions</u> |
|---------------------------------------|------------------------|---------------------------|
| Capital Projects Manager | 37 | 1 |
| Fleet Supervisor | 25 | 1 |
| Fleet Welder | 23 | 1 |
| Fleet Mechanic | 21 | 4 |
| Storekeeper | 20 | 1 |
| Fleet Mechanic's Aide | 18 | 1 |
| Stock Clerk | 17 | 1 |
| Clerical Technician | 16 | 0 |
| Total # of Full-Time Employees | | <u><u>10</u></u> |

| | |
|----------------------------------|------------------|
| 2015-16 Operating Budget: | 2,501,505 |
| 2014-15 Operating Budget: | <u>2,395,408</u> |
| Dollar Change: | <u>106,097</u> |
| Percentage Change: | 4.43% |

| | |
|----------------------------------|-------------|
| 2015-16 Personnel - F.T.E | 10.00 |
| 2014-15 Personnel - F.T.E | <u>8.00</u> |
| Personnel Change: | <u>2.00</u> |

Budget Objectives Form

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

Objective:

\$ 4,340,899 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:

- \$ 2,127,504 001 **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.
- \$ 1,452,057 002 **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.
- \$ 755,566 003 **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.

Budget Summary Form

Department: Risk Management Fund
Dept #: 02

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 129,954 | 316,140 | 283,926 | 367,254 |
| Operating Expenses | 1,067,029 | 1,633,913 | 1,634,787 | 1,903,160 |
| Internal Services | 3,960 | 4,978 | 4,978 | 5,554 |
| Operating Budget | <u>1,200,943</u> | <u>1,955,031</u> | <u>1,923,691</u> | <u>2,275,968</u> |
| Capital Outlay | 0 | 0 | 0 | 22,000 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 173,317 | 700,000 | 600,000 | 0 |
| Reserves & Other | 14,337 | 238,354 | 13,833 | 216,842 |
| Total Budget | <u>1,388,597</u> | <u>2,893,385</u> | <u>2,537,524</u> | <u>2,514,810</u> |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|---------------------------------------|----------------|-------------------|
| Risk Manager | 35 | 1 |
| Safety Officer | 25 | 1 |
| Risk Analyst | 20 | 1 |
| Administrative Specialist | 18 | 1 |
| Total # of Full-Time Employees | | <u>4</u> |

| | |
|----------------------------------|------------------|
| 2015-16 Operating Budget: | 2,275,968 |
| 2014-15 Operating Budget: | <u>1,955,031</u> |
| Dollar Change: | <u>320,937</u> |
| Percentage Change: | 16.42% |

| | |
|-------------------------------------|-------------|
| 2015-16 Personnel - F.T.E's: | 4.00 |
| 2014-15 Personnel - F.T.E's: | <u>3.00</u> |
| Personnel Change: | <u>1.00</u> |

Budget Summary Form

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

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 88,918 | 258,945 | 229,966 | 294,773 |
| Operating Expenses | 384,295 | 453,666 | 446,318 | 749,717 |
| Internal Services | 3,960 | 4,978 | 4,978 | 5,554 |
| Operating Budget | <u>477,173</u> | <u>717,589</u> | <u>681,262</u> | <u>1,050,044</u> |
| Capital Outlay | 0 | 0 | 0 | 22,000 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 173,317 | 700,000 | 600,000 | 0 |
| Reserves & Other | 11,051 | 235,859 | 11,338 | 214,038 |
| Total Budget | <u>661,541</u> | <u>1,653,448</u> | <u>1,292,600</u> | <u>1,286,082</u> |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|---------------------------------------|----------------|-------------------|
| Risk Manager | 35 | 1 |
| Safety Officer | 25 | 1 |
| Administrative Specialist | 18 | 1 |
| Total # of Full-Time Employees | | <u>3</u> |

2015-16 Operating Budget: 1,050,044
2014-15 Operating Budget: 717,589
332,455
 46.33%

2015-16 Personnel - F.T.E's: 3.00
2014-15 Personnel - F.T.E's: 2.00
Personnel Change: 1.00

Budget Objectives Form

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

Objective:

\$ 1,264,082 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:

\$ 1,153,967 001 **Risk Management Administration:** Provides for operation of the City's self insured 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.

\$ 104,561 002 **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.

\$ 5,554 003 **Vehicle:** Maintenance and Replacement

Budget Summary Form

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

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 41,036 | 57,195 | 53,960 | 72,481 |
| Operating Expenses | 682,734 | 1,180,247 | 1,188,469 | 1,153,443 |
| Internal Services | 0 | 0 | 0 | 0 |
| Operating Budget | 723,770 | 1,237,442 | 1,242,429 | 1,225,924 |
| Capital Outlay | 0 | 0 | 0 | 0 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 3,286 | 2,495 | 2,495 | 2,804 |
| Total Budget | 727,056 | 1,239,937 | 1,244,924 | 1,228,728 |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|---------------------------------------|----------------|-------------------|
| Administrative Specialist | 18 | 1 |
| Total # of Full-Time Employees | | 1 |

| | |
|-------------------------------------|-----------|
| 2015-16 Operating Budget: | 1,225,924 |
| 2014-15 Operating Budget: | 1,237,442 |
| Dollar Change: | (11,518) |
| Percentage Change: | -0.93% |
| 2015-16 Personnel - F.T.E's: | 1.00 |
| 2014-15 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:

\$ 1,228,728 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:

\$ 1,228,728 001 **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 FY14 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.

Budget Summary Form

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

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 252,365 | 333,871 | 276,668 | 330,473 |
| Operating Expenses | 1,624,928 | 2,396,649 | 2,156,646 | 1,486,130 |
| Internal Services | 9,378 | 17,714 | 17,714 | 13,932 |
| Operating Budget | 1,886,671 | 2,748,234 | 2,451,028 | 1,830,535 |
| Capital Outlay | 114,198 | 968,262 | 1,142,163 | 579,000 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 0 | 6,323 | 0 | 6,323 |
| Total Budget | 2,000,869 | 3,722,819 | 3,593,191 | 2,415,858 |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|---------------------------------------|----------------|-------------------|
| Transportation Planner | 27 | 1 |
| Heavy Equipment Operator | 20 | 3 |
| Motor Equipment Operator | 18 | 1 |
| General Maintenance Worker | 15 | 0 |
| Total # of Full-Time Employees | | 5 |

| | |
|-----------------------------------|-----------|
| 2015-16 Operating Budget: | 1,830,535 |
| 2014-15 Operating Budget: | 2,748,234 |
| Dollar Change: | (917,699) |
| Percentage Change: | -33.39% |
| 2015-16 Personnel - F.T.E. | 5.00 |
| 2014-15 Personnel - F.T.E. | 5.00 |
| Personnel Change: | 0.00 |

Budget Summary Form

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

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 94,544 | 109,295 | 110,335 | 105,245 |
| Operating Expenses | 916,954 | 994,005 | 991,140 | 1,445,338 |
| Internal Services | 9,378 | 5,468 | 5,468 | 3,746 |
| Operating Budget | 1,020,876 | 1,108,768 | 1,106,943 | 1,554,329 |
| Capital Outlay | 0 | 14,163 | 14,163 | 79,000 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 0 | 6,323 | 0 | 6,323 |
| Total Budget | 1,020,876 | 1,129,254 | 1,121,106 | 1,639,652 |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|------------------------|----------------|-------------------|
| Transportation Planner | 27 | 1 |

Total # of Full-Time Employees 1

2015-16 Operating Budget: 1,554,329
2014-15 Operating Budget: 1,108,768
Dollar Change: 445,561
Percentage Change: 40.19%

2015-16 Personnel - F.T.E. 1.00
2014-15 Personnel - F.T.E. 1.00
Personnel Change: 0.00

Budget Objectives Form

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

Objective:

\$ 1,639,652 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:

- | | | |
|------------|-----|--|
| \$ 120,239 | 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. |
| \$ 667,500 | 002 | NoMi Express: Operate a transit circulator service within the City to make it easier for residents to move about on public transportation. |
| \$ 172,000 | 003 | Transportation Options Program: To provide discount bus passes on Miami-Dade County buses to increase transit ridership. |
| \$ 679,913 | 600 | Supplementals - Traffic Studies and Transit Shelters |

Budget Summary Form

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

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 157,821 | 224,576 | 166,333 | 225,228 |
| Operating Expenses | 707,974 | 1,402,644 | 1,165,506 | 40,792 |
| Internal Services | 0 | 12,246 | 12,246 | 10,186 |
| Operating Budget | 865,795 | 1,639,466 | 1,344,085 | 276,206 |
| Capital Outlay | 114,198 | 954,099 | 1,128,000 | 500,000 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 0 | 0 | 0 | 0 |
| Total Budget | 979,993 | 2,593,565 | 2,472,085 | 776,206 |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|---------------------------------------|----------------|-------------------|
| Heavy Equipment Operator | 20 | 3 |
| Motor Equipment Operator | 18 | 1 |
| General Maintenance Worker | 15 | 0 |
| Total # of Full-Time Employees | | 4 |

2015-16 Operating Budget: 276,206
2014-15 Operating Budget: 1,639,466
Dollar Change: (1,363,260)
Percentage Change: -83.15%

2015-16 Personnel - F.T.E. 4.00
2014-15 Personnel - F.T.E. 4.00
Personnel Change: 0.00

Budget Summary Form

Department: Transportation - Gas Tax
Dept #: 09

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| 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 | 362,387 | 401,602 | 364,413 | 289,187 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 0 | 0 | 0 | 0 |
| Total Budget | 362,387 | 401,602 | 364,413 | 289,187 |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|----------------|----------------|-------------------|
| None | | |

Total # of Full-Time Employees 0

| | |
|-----------------------------------|------|
| 2015-16 Operating Budget: | - |
| 2014-15 Operating Budget: | - |
| Dollar Change: | - |
| Percentage Change: | 0% |
| | |
| 2015-16 Personnel - F.T.E. | 0.00 |
| 2014-15 Personnel - F.T.E. | 0.00 |
| Personnel Change: | 0.00 |

Budget Summary Form

Department: Transportation - Gas Tax
Division: Public Works Projects
Dept / Div #: 09 / 620

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| 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 | 362,387 | 401,602 | 364,413 | 289,187 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 0 | 0 | 0 | 0 |
| Total Budget | 362,387 | 401,602 | 364,413 | 289,187 |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|---------------------------------------|----------------|-------------------|
| None | | |
| Total # of Full-Time Employees | | 0 |

| | |
|-----------------------------------|------|
| 2015-16 Operating Budget: | - |
| 2014-15 Operating Budget: | - |
| Dollar Change: | - |
| Percentage Change: | - |
| | |
| 2015-16 Personnel - F.T.E. | 0.00 |
| 2014-15 Personnel - F.T.E. | 0.00 |
| Personnel Change: | 0.00 |

Budget Summary Form

Department: C.D.B.G. Entitlement Fund
Dept #: 09

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 258,346 | 251,880 | 256,856 | 187,179 |
| Operating Expenses | 79,857 | 58,463 | 65,596 | 86,171 |
| Internal Services | 24,118 | 15,530 | 15,530 | 37,716 |
| Operating Budget | 362,321 | 325,873 | 337,982 | 311,066 |
| Capital Outlay | 0 | 30,000 | 30,000 | 30,000 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 975,051 | 476,439 | 474,842 | 523,444 |
| Reserves & Other | 0 | 0 | 0 | 0 |
| Total Budget | 1,337,372 | 832,312 | 842,824 | 864,510 |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|--------------------------------|----------------|-------------------|
| Housing Manager | 28 | 1 |
| Inspector | 25 | 1 |
| Housing Coordinator | 22 | 0 |
| Hsg Services Admin. Specialist | 18 | 0 |
| C.P.&D. Technician | 18 | 0 |
| Housing Services Aide | 16 | 0 |

Total # of Full-Time Employees 2

| | |
|----------------------------------|----------|
| 2015-16 Operating Budget: | 311,066 |
| 2014-15 Operating Budget: | 325,873 |
| Dollar Change: | (14,807) |
| Percentage Change: | -4.54% |

| | |
|-----------------------------------|------|
| 2015-16 Personnel - F.T.E. | 2.00 |
| 2014-15 Personnel - F.T.E. | 2.00 |
| Personnel Change: | 0.00 |

Budget Summary Form

Department: C.D.B.G. Entitlement Fund
Division: C.D.B.G. Programs
Dept / Div #: 09 / 625

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 258,346 | 251,880 | 256,856 | 187,179 |
| Operating Expenses | 79,857 | 58,463 | 65,596 | 86,171 |
| Internal Services | 24,118 | 15,530 | 15,530 | 37,716 |
| Operating Budget | 362,321 | 325,873 | 337,982 | 311,066 |
| Capital Outlay | 0 | 0 | 0 | 0 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 975,051 | 426,439 | 424,842 | 423,444 |
| Reserves & Other | 0 | 0 | 0 | 0 |
| Total Budget | 1,337,372 | 752,312 | 762,824 | 734,510 |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|--------------------------------|----------------|-------------------|
| Housing Manager | 28 | 1 |
| Housing Inspector | 25 | 1 |
| Housing Coordinator | 22 | 0 |
| Hsg Services Admin. Specialist | 18 | 0 |
| C.P.&D. Technician | 18 | 0 |
| Housing Services Aide | 16 | 0 |

Total # of Full-Time Employees 2

2015-16 Operating Budget: 311,066
2014-15 Operating Budget: 325,873
Dollar Change: (14,807)
Percentage Change: -4.54%

2015-16 Personnel - F.T.E. 2.00
2014-15 Personnel - F.T.E. 2.00
Personnel Change: 0.00

Budget Objectives Form

| | |
|--------------------|----------------------|
| Department: | C.D.B.G. Entitlement |
| Division: | C.D.B.G. Programs |
| Dept #: | 625 |
| Division #: | 09 |

Objective:

\$ 734,510 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:

\$ 142,571 001 **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.

\$ 449,903 002 **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.

\$ 112,036 003 **Public Services:** This includes funding for a Youth Employment Training Program, North Miami Seniors Foundation Grant and grants to Community Based Organizations.

\$ 30,000 004 **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.

\$ 734,510

Budget Summary Form

Department: C.D.B.G. Entitlement Fund
Division: C.D.B.G. Projects
Dept / Div #: 09 / 626

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| 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 | 30,000 | 30,000 | 30,000 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 50,000 | 50,000 | 100,000 |
| Reserves & Other | 0 | 0 | 0 | 0 |
| Total Budget | 0 | 80,000 | 80,000 | 130,000 |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|----------------|----------------|-------------------|
| None | | |

Total # of Full-Time Employees 0

| | |
|-----------------------------------|------|
| 2015-16 Operating Budget: | - |
| 2014-15 Operating Budget: | - |
| Dollar Change: | - |
| Percentage Change: | 100% |
| 2015-16 Personnel - F.T.E. | 0.00 |
| 2014-15 Personnel - F.T.E. | 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:

\$ 130,000 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:

\$ 130,000 001 Rehabilitate façade projects this fiscal year.

Budget Summary Form

Department: CP&D - HOME Investment Partnership Program
Dept / Div #: 09

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 15,420 | 5,480 | 4,865 | 615 |
| Operating Expenses | 4,395 | 0 | 30 | 4,865 |
| Internal Services | 1,675 | 848 | 848 | 848 |
| Operating Budget | 21,490 | 6,328 | 5,743 | 6,328 |
| Capital Outlay | 0 | 0 | 0 | 0 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 285,752 | 209,606 | 177,216 | 242,236 |
| Reserves & Other | 0 | 0 | 0 | 0 |
| Total Budget | 307,242 | 215,934 | 182,959 | 248,564 |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|----------------|----------------|-------------------|
|----------------|----------------|-------------------|

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

| | |
|-----------------------------------|-------|
| 2015-16 Operating Budget: | 6,328 |
| 2014-15 Operating Budget: | 6,328 |
| Dollar Change: | - |
| Percentage Change: | 0.00% |
| | |
| 2015-16 Personnel - F.T.E. | 0.00 |
| 2014-15 Personnel - F.T.E. | 0.00 |
| Personnel Change: | 0.00 |

Budget Objectives Form

Department: Community Planning and Development
Division: HOME Investment Partnership Program
Dept #: 09
Division #: 540

Objective:

\$ 248,564 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:

- \$ 6,328 001 Program Administration - This includes the services of one Housing Inspector
- \$ 62,585 002 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.
- \$ 51,376 003 Downpayment Assistance Program to First-Time Homebuyers
- \$ 125,775 004 Housing Rehabilitation Program
- \$ - 005 Lead-Based Assessment and Abatement
- \$ 2,500 006 Tenant Base Rent Assistance (TBRA)

Budget Summary Form

Department: CP&D - Neighborhood Stabilization Program Grant

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 49,831 | 51,506 | 52,095 | 52,982 |
| Operating Expenses | 139,127 | 108,829 | 125,517 | 126,500 |
| Internal Services | 0 | 3,805 | 2,854 | 0 |
| Operating Budget | 188,958 | 164,140 | 180,466 | 179,482 |
| Capital Outlay | 485,501 | 738,423 | 311,313 | 375,000 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 0 | 0 | 0 | 0 |
| Total Budget | 674,459 | 902,563 | 491,779 | 554,482 |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|----------------|----------------|-------------------|
| None | | |

Total # of Full-Time Employees 0

| | |
|-----------------------------------|----------------|
| 2015-16 Operating Budget: | 179,482 |
| 2014-15 Operating Budget: | <u>164,140</u> |
| Dollar Change: | <u>15,342</u> |
| Percentage Change: | 0.00% |
| | |
| 2015-16 Personnel - F.T.E. | 0.00 |
| 2014-15 Personnel - F.T.E. | <u>0.00</u> |
| Personnel Change: | <u>0.00</u> |

Budget Summary Form

Department: CP&D - Neighborhood Stabilization Program Grant
Dept / Div #: 09 / 547

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|---------------------------------|------------------------------------|------------------------------------|----------------------------------|------------------------------------|
| Personal Services | 28,774 | 24,594 | 25,182 | 36,835 |
| Operating Expenses | 101,263 | 61,555 | 91,723 | 79,000 |
| Internal Services | 0 | 3,805 | 2,854 | 0 |
| Operating Budget | 130,037 | 89,954 | 119,759 | 115,835 |
| Capital Outlay | 457,551 | 434,650 | 311,313 | 300,000 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 0 | 0 | 0 | 0 |
| Total Budget | 587,588 | 524,604 | 431,072 | 415,835 |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|----------------|----------------|-------------------|
| None | | |

Total # of Full-Time Employees 0

| | |
|----------------------------------|---------|
| 2015-16 Operating Budget: | 115,835 |
| 2014-15 Operating Budget: | 89,954 |
| Dollar Change: | 25,881 |
| Percentage Change: | 0.00% |

| | |
|-----------------------------------|------|
| 2015-16 Personnel - F.T.E. | 0.00 |
| 2014-15 Personnel - F.T.E. | 0.00 |
| Personnel Change: | 0.00 |

Budget Objectives Form

Department: Neighborhood Stabilization Program
Division: Neighborhood Stabilization Program
Dept #: 09
Division #: 547

Objective:

\$ 415,835 To coordinate, implement, monitor and to ensure that all grant guidelines and criteria are met for the Neighborhood Stabilization Program Grant.

ACTIVITIES:

| | | |
|------------|-----|---|
| \$ 55,000 | 001 | Program Administration: Salaries, contractual labor costs and office expenses required to provide the necessary technical assistance to operate this grant. |
| \$ 300,000 | 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. |
| \$ 39,000 | 003 | Rental Properties |
| \$ 21,835 | 004 | Neighborhood Stabilization Program 2 |

Budget Summary Form

Department: CP&D - Neighborhood Stabilization Program Grant
Dept / Div #: 09 / 548

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 21,057 | 26,912 | 26,913 | 16,147 |
| Operating Expenses | 37,864 | 47,274 | 33,794 | 47,500 |
| Internal Services | 0 | 0 | 0 | 0 |
| Operating Budget | 58,921 | 74,186 | 60,707 | 63,647 |
| Capital Outlay | 27,950 | 303,773 | 0 | 75,000 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 0 | 0 | 0 | 0 |
| Total Budget | 86,871 | 377,959 | 60,707 | 138,647 |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|---------------------------------------|----------------|-------------------|
| None | | |
| Total # of Full-Time Employees | | 0 |

| | |
|-----------------------------------|----------|
| 2015-16 Operating Budget: | 63,647 |
| 2014-15 Operating Budget: | 74,186 |
| Dollar Change: | (10,539) |
| Percentage Change: | 0.00% |
| 2015-16 Personnel - F.T.E. | 0.00 |
| 2014-15 Personnel - F.T.E. | 0.00 |
| Personnel Change: | 0.00 |

Budget Objectives Form

Department: Neighborhood Stabilization Program

Division: Neighborhood Stabilization Program

Dept #: 09

Division #: 548

Objective:

\$ 138,647 To coordinate, implement, monitor and to ensure that all grant guidelines and criteria are met for the Neighborhood Stabilization Program Grant.

ACTIVITIES:

\$ 36,147 001 NSP3 Program Admin

\$ 75,000 002 NSP3 Program Activity

\$ 27,500 003 NSP3 Rental Property

\$ 138,647

Budget Summary Form

Department: CP&D - State Housing Initiative Program
Dept / Div #: 09 / 618

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 0 | 0 | 0 | 0 |
| Operating Expenses | 2,493 | 5,217 | 5,546 | 18,337 |
| Internal Services | 0 | 0 | 0 | 0 |
| Operating Budget | 2,493 | 5,217 | 5,546 | 18,337 |
| Capital Outlay | 0 | 0 | 0 | 0 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 86,410 | 168,692 | 168,692 | 169,214 |
| Reserves & Other | 0 | 0 | 0 | 0 |
| Total Budget | 88,903 | 173,909 | 174,238 | 187,551 |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|----------------|----------------|-------------------|
| None | | |

Total # of Full-Time Employees 0

| | |
|-----------------------------------|---------|
| 2015-16 Operating Budget: | 18,337 |
| 2014-15 Operating Budget: | 5,217 |
| Dollar Change: | 13,120 |
| Percentage Change: | 100.00% |
| | |
| 2015-16 Personnel - F.T.E. | 0.00 |
| 2014-15 Personnel - F.T.E. | 0.00 |
| Personnel Change: | 0.00 |

Budget Objectives Form

Department: State Housing Initiative Program (SHIP)
Division: Local Housing Assistance
Dept.# 09
Division #: 618

Objective:

\$ 187,551 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:

- \$ 18,337 001 **Program Administration** - To coordinate, monitor and implement the Local Housing Assistance Program and to ensure all related SHIP criteria are met.
- \$ 169,214 002 **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: Development Impact Fees

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| 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 | 59,781 | 0 | 59,781 |
| Total Budget | 0 | 59,781 | 0 | 59,781 |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|----------------|----------------|-------------------|
| None | | |

Total # of Full-Time Employees 0

| | |
|-------------------------------------|-------|
| 2015-16 Operating Budget: | - |
| 2014-15 Operating Budget: | - |
| Dollar Change: | - |
| Percentage Change: | 0.00% |
| 2015-16 Personnel - F.T.E's: | 0.00 |
| 2014-15 Personnel - F.T.E's: | 0.00 |
| Personnel Change: | 0.00 |

Budget Summary Form

Fund: E. May Avil Library

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| 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 | 23,693 | 23,693 | 0 |
| Total Budget | 0 | 23,693 | 23,693 | 0 |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|---------------------------------------|----------------|-------------------|
| None | | |
| Total # of Full-Time Employees | | 0 |

| | |
|-------------------------------------|-------|
| 2015-16 Operating Budget: | - |
| 2014-15 Operating Budget: | - |
| Dollar Change: | - |
| Percentage Change: | 0.00% |
| 2015-16 Personnel - F.T.E's: | 0.00 |
| 2014-15 Personnel - F.T.E's: | 0.00 |
| Personnel Change: | 0.00 |

Budget Summary Form

Fund: Federal Forfeiture - Treasury & Justice Combined

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 0 | 0 | 0 | 0 |
| Operating Expenses | 0 | 207,644 | 135,000 | 323,000 |
| Internal Services | 0 | 0 | 0 | 0 |
| Operating Budget | 0 | 207,644 | 135,000 | 323,000 |
| Capital Outlay | 0 | 326,515 | 155,000 | 0 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 0 | 0 | 0 | 0 |
| Total Budget | 0 | 534,159 | 290,000 | 323,000 |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|----------------|----------------|-------------------|
| None | | |

Note: FORFEITURE PROCEEDS - JUSTICE - \$290,000

Note: FORFEITURE PROCEEDS - TREASURY - \$33,000

Total # of Full-Time Employees 0

| | |
|----------------------------------|----------------|
| 2015-16 Operating Budget: | 323,000 |
| 2014-15 Operating Budget: | 207,644 |
| Dollar Change: | <u>115,356</u> |
| Percentage Change: | 0.00% |

| | |
|-------------------------------------|-------------|
| 2015-16 Personnel - F.T.E's: | 0.00 |
| 2014-15 Personnel - F.T.E's: | <u>0.00</u> |
| Personnel Change: | <u>0.00</u> |

Budget Summary Form

Fund: Justice Assistance Grant

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|---------------------------------|------------------------------------|------------------------------------|----------------------------------|------------------------------------|
| Personal Services | 0 | 0 | 0 | 0 |
| Operating Expenses | 22,165 | 49,871 | 49,849 | 68,999 |
| Internal Services | 0 | 0 | 0 | 0 |
| Operating Budget | 22,165 | 49,871 | 49,849 | 68,999 |
| Capital Outlay | 15,779 | 65,153 | 21,607 | 20,000 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 0 | 49,961 | 49,961 | 0 |
| Total Budget | 37,944 | 164,985 | 121,417 | 88,999 |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|-----------------------|------------------------|---------------------------|
| None | | |

Total # of Full-Time Employees 0

| | |
|----------------------------------|---------------|
| 2015-16 Operating Budget: | 68,999 |
| 2014-15 Operating Budget: | 49,871 |
| Dollar Change: | <u>19,128</u> |
| Percentage Change: | 0.00% |

| | |
|-------------------------------------|-------------|
| 2015-16 Personnel - F.T.E's: | 0.00 |
| 2014-15 Personnel - F.T.E's: | 0.00 |
| Personnel Change: | <u>0.00</u> |

Budget Summary Form

Fund: Landfill Closure

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|---------------------------------|------------------------------------|------------------------------------|----------------------------------|------------------------------------|
| Personal Services | 30,271 | 34,000 | 37,154 | 37,154 |
| Operating Expenses | 2,300,825 | 8,771,516 | 2,109,890 | 7,796,824 |
| Internal Services | 0 | 0 | 0 | 0 |
| Operating Budget | <u>2,331,096</u> | <u>8,805,516</u> | <u>2,147,044</u> | <u>7,833,978</u> |
| Capital Outlay | 0 | 0 | 0 | 0 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 0 | 5,046,000 | 0 | 5,000,000 |
| Total Budget | <u><u>2,331,096</u></u> | <u><u>13,851,516</u></u> | <u><u>2,147,044</u></u> | <u><u>12,833,978</u></u> |

PERSONAL SERVICES DETAIL:

| <u>Classification</u> | <u>Salary Sch.</u> | <u># of Positions</u> |
|---------------------------------------|------------------------|---------------------------|
| None | | |
| Total # of Full-Time Employees | | <u><u>0</u></u> |

| | |
|----------------------------------|------------------|
| 2015-16 Operating Budget: | 7,833,978 |
| 2014-15 Operating Budget: | <u>8,805,516</u> |
| Dollar Change: | <u>(971,538)</u> |
| Percentage Change: | -11.03% |

| | |
|-------------------------------------|--------------------|
| 2015-16 Personnel - F.T.E's: | 0.00 |
| 2014-15 Personnel - F.T.E's: | <u>0.00</u> |
| Personnel Change: | <u><u>0.00</u></u> |

Budget Summary Form

Fund: Law Enforcement Trust

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|---------------------------------|------------------------------------|------------------------------------|----------------------------------|------------------------------------|
| Personal Services | 320 | 0 | 0 | 0 |
| Operating Expenses | 168,287 | 237,500 | 220,000 | 100,000 |
| Internal Services | 0 | 0 | 0 | 0 |
| Operating Budget | 168,607 | 237,500 | 220,000 | 100,000 |
| Capital Outlay | 0 | 99,317 | 60,000 | 69,000 |
| Debt Service | 0 | 0 | 0 | 0 |
| Grants & Aids | 0 | 0 | 0 | 0 |
| Reserves & Other | 0 | 0 | 0 | 0 |
| Total Budget | 168,607 | 336,817 | 280,000 | 169,000 |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|-----------------------|------------------------|---------------------------|
| None | | |

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

| | |
|-------------------------------------|-----------|
| 2015-16 Operating Budget: | 100,000 |
| 2014-15 Operating Budget: | 237,500 |
| Dollar Change: | (137,500) |
| Percentage Change: | 0.00% |
| | |
| 2015-16 Personnel - F.T.E's: | 0.00 |
| 2014-15 Personnel - F.T.E's: | 0.00 |
| Personnel Change: | 0.00 |

Budget Summary Form

Fund: Pension Obligation Bond

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 0 | 0 | 0 | 0 |
| Operating Expenses | 2,079,225 | 1,786,450 | 2,033,138 | 1,786,138 |
| Internal Services | 0 | 0 | 0 | 0 |
| Operating Budget | 2,079,225 | 1,786,450 | 2,033,138 | 1,786,138 |
| 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 | 2,079,225 | 1,786,450 | 2,033,138 | 1,786,138 |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|----------------|----------------|-------------------|
| None | | |

Total # of Full-Time Employees 0

| | |
|-------------------------------------|--------------|
| 2015-16 Operating Budget: | 1,786,138 |
| 2014-15 Operating Budget: | 1,786,450 |
| Dollar Change: | <u>(312)</u> |
| Percentage Change: | 0.00% |
| 2015-16 Personnel - F.T.E's: | 0.00 |
| 2014-15 Personnel - F.T.E's: | <u>0.00</u> |
| Personnel Change: | <u>0.00</u> |

Budget Summary Form

Fund: Police Training

| EXPENDITURE CATEGORY | Actual Expend. FY14 | Amended Budget FY15 | Est. Expend. FY15 | Adopted Budget FY16 |
|-------------------------|---------------------------|---------------------------|-------------------------|---------------------------|
| Personal Services | 0 | 0 | 0 | 0 |
| Operating Expenses | 20,076 | 11,000 | 11,000 | 11,000 |
| Internal Services | 0 | 0 | 0 | 0 |
| Operating Budget | 20,076 | 11,000 | 11,000 | 11,000 |
| 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 | 20,076 | 11,000 | 11,000 | 11,000 |

PERSONAL SERVICES DETAIL:

| Classification | Salary Sch. | # of Positions |
|----------------|----------------|-------------------|
| None | | |

Total # of Full-Time Employees 0

| | |
|-------------------------------------|---------------|
| 2015-16 Operating Budget: | 11,000 |
| 2014-15 Operating Budget: | <u>11,000</u> |
| Dollar Change: | <u>-</u> |
| Percentage Change: | 0.00% |
| | |
| 2015-16 Personnel - F.T.E's: | 0.00 |
| 2014-15 Personnel - F.T.E's: | <u>0.00</u> |
| Personnel Change: | <u>0.00</u> |

Section Four:

CIP/ Supplementals

**CITY OF NORTH MIAMI
CAPITAL IMPROVEMENT PROGRAM SCHEDULE (FY 15/16 - 19/20)**

| CATEGORY PROJECTS | | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | TOTAL PROJECT ESTIMATE |
|----------------------------|------------|-------------------|-------------------|-------------------|------------------|------------------|------------------|------------------------|
| 1 | Building | | 56,960 | | | | | 56,960 |
| 2 | Building | 219,453 | | 35,000 | | | | 254,453 |
| 3 | Building | | | 12,896 | 1,896 | 1,896 | 1,896 | 18,584 |
| 4 | Parks | | | 60,000 | | | | 60,000 |
| 5 | Parks | | 100,000 | | | | | 100,000 |
| 6 | Parks | | | 32,000 | | | | 32,000 |
| 7 | Parks | | 55,030 | | | | | 55,030 |
| 8 | Parks | | | 450,000 | | | | 450,000 |
| 9 | Parks | | | 120,000 | | | | 120,000 |
| 10 | Parks | | 200,000 | | | | | 200,000 |
| 11 | Parks | | 65,000 | | | | | 65,000 |
| 12 | Sewer | 3,133,627 | 550,000 | 550,000 | 550,000 | 350,000 | 350,000 | 5,483,627 |
| 13 | Sewer | 9,003,413 | 3,500,000 | 1,500,000 | 1,500,000 | 1,500,000 | 1,500,000 | 18,503,413 |
| 14 | Technology | | | 33,100 | 3,255 | 3,418 | 3,589 | 43,362 |
| 15 | Technology | | 22,000 | 9,500 | 9,500 | | | 41,000 |
| 16 | Technology | | | 32,500 | 2,500 | 2,500 | 2,500 | 40,000 |
| 17 | Technology | 60,000 | 42,000 | 42,000 | 42,000 | 30,000 | 30,000 | 246,000 |
| 18 | Technology | | 18,500 | 18,500 | 18,500 | 18,500 | 18,500 | 92,500 |
| 19 | Technology | | | 32,000 | | | | 32,000 |
| 20 | Technology | | | 60,000 | | | | 60,000 |
| 21 | Technology | | 49,200 | 49,200 | 49,200 | 16,400 | | 164,000 |
| 22 | Technology | | | 38,500 | 525 | 550 | 575 | 40,150 |
| 23 | Technology | | | 150,000 | | | | 150,000 |
| 24 | Trans | 960,000 | 100,000 | 30,000 | 950,000 | 300,000 | 300,000 | 2,640,000 |
| 25 | Trans | 836,581 | 387,056 | 100,000 | 100,000 | 100,000 | 100,000 | 1,623,637 |
| 26 | Trans | | 300,000 | 300,000 | 100,000 | 100,000 | 100,000 | 900,000 |
| 27 | Trans | | 49,000 | 49,000 | 49,000 | 49,000 | 49,000 | 245,000 |
| 28 | Trans | 562,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 812,000 |
| 29 | Trans | 2,863,468 | 239,187 | 250,000 | 250,000 | 250,000 | 250,000 | 4,102,655 |
| 30 | Veh Repl | | 948,211 | | | | | 948,211 |
| 31 | Water | 4,367,586 | 1,737,995 | 12,978,295 | 6,000,000 | 6,000,000 | | 31,083,876 |
| 32 | Water | 2,744,733 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 4,244,733 |
| 33 | Water | 500,000 | 3,000,000 | | | | | 3,500,000 |
| TOTAL PROJECT COSTS | | 25,250,861 | 11,770,139 | 17,282,491 | 9,976,376 | 9,072,264 | 3,056,060 | 76,408,191 |

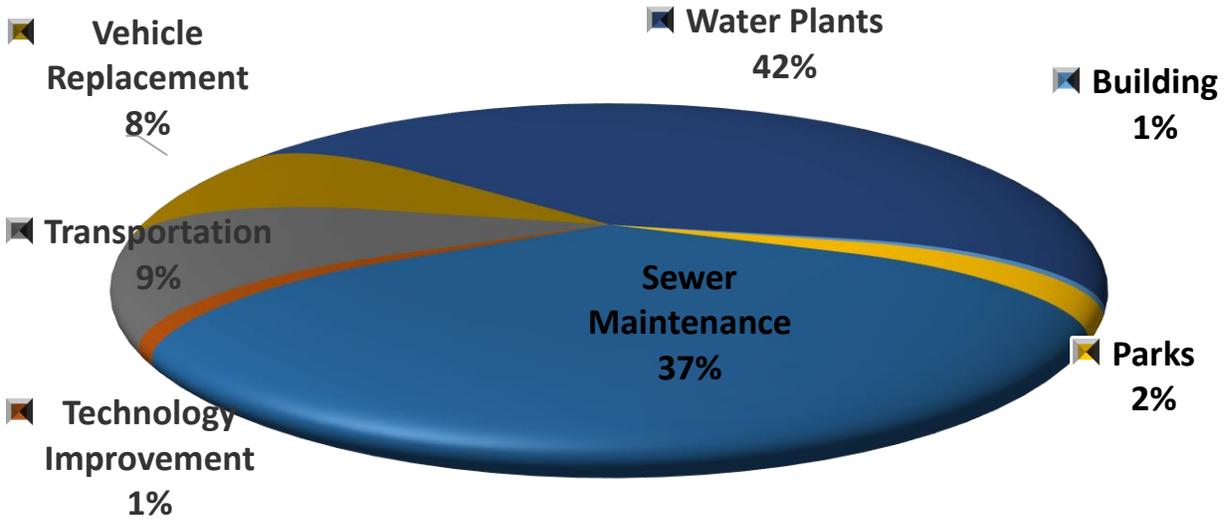
CIP 5-YR SUMMARY SCHEDULE BY PROJECT CATEGORY

| Project Category | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | TOTAL PROJECT ESTIMATE |
|------------------------|-------------------|-------------------|-------------------|------------------|------------------|------------------|------------------------|
| Building | 219,453 | 56,960 | 47,896 | 1,896 | 1,896 | 1,896 | 329,997 |
| Economic Development | - | - | - | - | - | - | - |
| Flood Controls | - | - | - | - | - | - | - |
| Parks | - | 420,030 | 662,000 | - | - | - | 1,082,030 |
| Public Safety | - | - | - | - | - | - | - |
| Sanitation | - | - | - | - | - | - | - |
| Sewer Maintenance | 12,137,040 | 4,050,000 | 2,050,000 | 2,050,000 | 1,850,000 | 1,850,000 | 23,987,040 |
| Technology Improvement | 60,000 | 131,700 | 465,300 | 125,480 | 71,368 | 55,164 | 909,012 |
| Transportation | 5,222,049 | 1,125,243 | 779,000 | 1,499,000 | 849,000 | 849,000 | 10,323,292 |
| Vehicle Replacement | - | 948,211 | - | - | - | - | 948,211 |
| Water Plant | 7,612,319 | 5,037,995 | 13,278,295 | 6,300,000 | 6,300,000 | 300,000 | 38,828,609 |
| Totals | 25,250,861 | 11,770,139 | 17,282,491 | 9,976,376 | 9,072,264 | 3,056,060 | 76,408,191 |

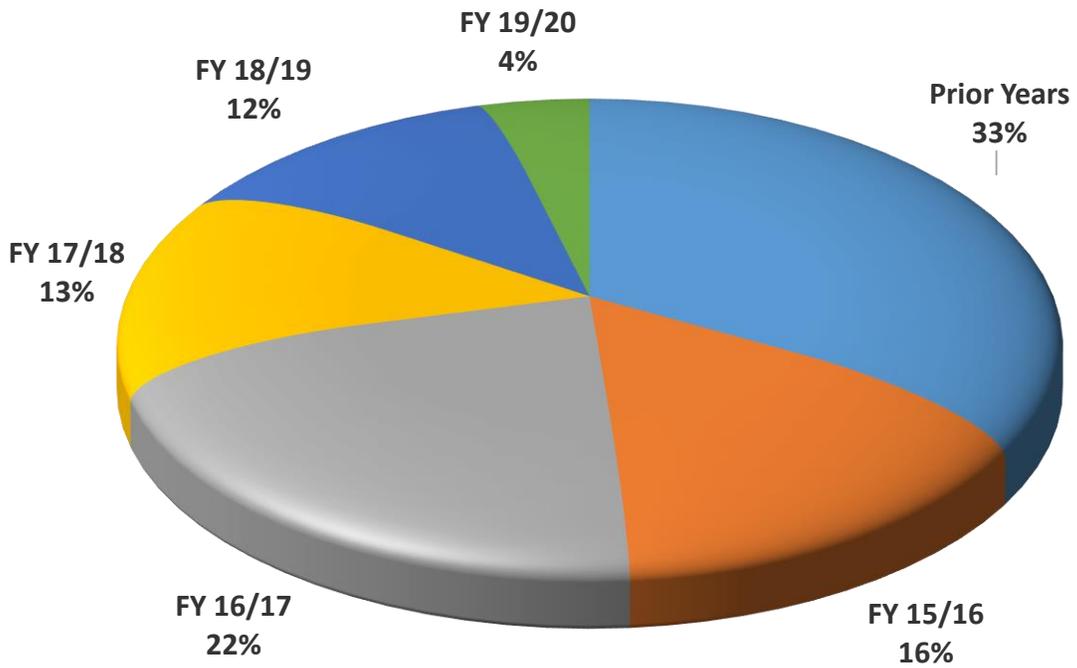
CIP 5-YR SUMMARY SCHEDULE BY DEPARTMENTS

| Departments | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | TOTAL PROJECT ESTIMATE |
|----------------------------------|-------------------|-------------------|-------------------|------------------|------------------|------------------|------------------------|
| Building & Zoning | | | | | | | - |
| Community Planning & Development | 5,222,049 | 1,125,243 | 779,000 | 1,499,000 | 849,000 | 849,000 | 10,323,292 |
| Information & Technology | 60,000 | 82,500 | 102,500 | 72,500 | 51,000 | 51,000 | 419,500 |
| Library | | | | | | | - |
| MOCA | | | | | | | - |
| Parks & Recreation | - | 420,030 | 812,000 | - | - | - | 1,232,030 |
| Police Department | 219,453 | 49,200 | 260,696 | 54,876 | 22,264 | 6,060 | 612,549 |
| Public Works & Transportation | 19,749,359 | 9,144,955 | 15,328,295 | 8,350,000 | 8,150,000 | 2,150,000 | 62,872,609 |
| Vehicle Replacement | - | 948,211 | - | - | - | - | 948,211 |
| Totals | 25,250,861 | 11,770,139 | 17,282,491 | 9,976,376 | 9,072,264 | 3,056,060 | 76,408,191 |

CIP FY16 Expenditure by Project Category



CIP Expenditure by Fiscal Year in %



BUILDING

IN THIS SECTION:

- City Hall Bathroom Rehabilitation
- HVAC Replacement
- Mini-Split Air Conditioning for IT Room

FY16 Supplemental/CIP Request

| | | | |
|----------------------|------------------------------------|----------------|------------------|
| Project Description: | City Hall Repairs and Improvements | | |
| Department: | Public Works | Project # | |
| Division: | Facility Maintenance | Totals | \$56,960 |
| Account Number: | 001-10-452000-519-612-000 | Request Type | New Request |
| Project Location: | City Hall | Priority Level | Critical Repairs |

Objective:

Mandated repairs and necessary improvements to the City Hall building resulting from the 40 year recertification inspection done in 2012.

Justification:

Repairs were mandated from an inspection held in 2012. Improvement projects totaling \$600k include: beam repairs, security system -cameras, guards, and card readers, A&E services, AC, flooring, fumigation, MEP, windows, doors, roof which was completed. Additional funds are needed to continue with plumbing, flooring for Personnel office and office renovations. In FY16, \$56,960 will address a rehabilitation of all City Hall restrooms.

Project Estimates:

| Object Code | Description | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|--------------|--|-------------|----------|----------|----------|----------|----------|----------------|
| 329 | City Hall Bathroom Rehab all four floors | | 56,960 | | | | | 56,960 |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| Total | | - | 56,960 | - | - | - | - | 56,960 |

| Funding Source | Fund # | % Funding | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|----------------|--------|-----------|-------------|----------|----------|----------|----------|----------|----------------|
| Gen Fund | 001 | 100% | 600,000 | 56,960 | 13,000 | 13,000 | 13,000 | 13,000 | 708,960 |
| | | | | | | | | | - |
| | | | | | | | | | - |
| Total | | 100% | 600,000 | 56,960 | 13,000 | 13,000 | 13,000 | 13,000 | 708,960 |

Budget Office Use Only

| | |
|--|------------------|
| | Funded |
| | Not Funded |
| | Partially Funded |
| | Pending |

| | | |
|---|----|--------|
| FY16 Operating Cost: | \$ | - |
| FY16 Capital Cost: | \$ | 56,960 |
| Future Years' Estimated Annual Cost: | \$ | - |

FY16 Supplemental/CIP Request

| | | | |
|----------------------|--|----------------|------------------|
| Project Description: | High Volume Air Conditioner (HVAC) Controllers | | |
| Department: | Police | Project # | |
| Division: | Investigative/Administrative | Totals | |
| Account Number: | 001-08-435000-521-612-000 | Request Type | Replacement |
| Project Location: | Police Station 700 NE 124 Street | Priority Level | Critical Repairs |

Objective:

To provide funds to replace and program fifteen (15) additional HVAC Air Controllers.

Justification:

During the replacement of the Police Department's two (2) 90 ton air chillers project, twenty-five (25) air controllers were replaced and programmed. During the replacement and installation, it was subsequently discovered that the building actually had thirty-nine (39) controllers instead of twenty-five (25) as originally thought. This additional funding will ensure all remaining controllers are replaced and programmed.

Project Estimates:

| Object Code | Description | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|--------------|--|-------------|----------|----------|----------|----------|----------|----------------|
| 612 | Automated Logic Controls and Thermostats | 219,453 | | 35,000 | | | | 254,453 |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| Total | | 219,453 | - | 35,000 | - | - | - | 254,453 |

| Funding Source | Fund # | % Funding | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|----------------|--------|-----------|-------------|----------|----------|----------|----------|----------|----------------|
| Gen Fund | 001 | 100% | 219,453 | | 35,000 | | | | 254,453 |
| | | | | | | | | | - |
| | | | | | | | | | - |
| | | | | | | | | | - |
| Total | | 100% | 219,453 | - | 35,000 | - | - | - | 254,453 |

Budget Office Use Only

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

| | |
|---|-----------|
| FY16 Operating Cost: | \$ - |
| FY16 Capital Cost: | \$ - |
| Future Years' Estimated Annual Cost: | \$ 35,000 |

FY16 Supplemental/CIP Request

| | | | |
|----------------------|--|----------------|-----------------|
| Project Description: | Mini-Split Air Conditioning System for I.T. Room | | |
| Department: | Police | Project # | |
| Division: | Investigative/Administrative | Totals | \$0 |
| Account Number: | 001-08-435000-521-605-000 | Request Type | New Request |
| Project Location: | Police Station 700 NE 124 Street | Priority Level | Quality of Life |

Objective:

To provide funds to purchase a 1 Ton Mini-Split Air Conditioner System for the 4th Floor I.T. Server & Equipment Room.

Justification:

All of the servers that currently run the multitude of software programs for the Police Department are housed in the 4th floor I.T. Room. These servers run critical software systems, such as Computer Aided Dispatch, Mobile Reporting, Records Management, NCIC/FCIC, DAVID, etc. Critical equipment is also stored there, such as the building's Uninterrupted Power Supply, Access Control and Security System, Telephone and Communications Equipment, etc. This mini-split air-conditioning system would act as a back-up to the building's main air conditioner, if, for any reason, it would fail and stop cooling the building. The mini-split air-conditioning system would ensure the I.T. Room remains at its required 68 degrees, avoiding any shut-downs and failures, by maintaining servers and equipment operable.

Project Estimates:

| Object Code | Description | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|--------------|---|-------------|----------|----------|----------|----------|----------|----------------|
| 612 | 1 Ton Mini-Split Air Conditioner System | | | 11,000 | | | | 11,000 |
| 311 | Annual Maintenance Charges | | | 1,896 | 1,896 | 1,896 | 1,896 | 7,584 |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| Total | | - | - | 12,896 | 1,896 | 1,896 | 1,896 | 18,584 |

| Funding Source | Fund # | % Funding | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|----------------|--------|-----------|-------------|----------|----------|----------|----------|----------|----------------|
| Gen Fund | 001 | 100% | | | 12,896 | 1,896 | 1,896 | 1,896 | 18,584 |
| | | | | | | | | | - |
| | | | | | | | | | - |
| Total | | 100% | - | - | 12,896 | 1,896 | 1,896 | 1,896 | 18,584 |

Budget Office Use Only

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

FY16 Operating Cost: \$ -
FY16 Capital Cost: \$ -
Future Years' Estimated Annual Cost: \$ 18,584

PARKS

IN THIS SECTION:

- Hurricane Shutters
- Keystone CC & Playground
- Lighting Protection System
- N. Bayshore Park Improvements
- NM Stadium Repairs
- Pepper Park Playground Replacement
- Sasso Pool Renovations
- Tennis Court Resurfacing at San Souci

FY16 Supplemental/CIP Request

| | | | |
|----------------------|---------------------------|----------------|------------------------|
| Project Description: | Hurricane Shutters | | |
| Department: | Parks and Recreation | Project # | |
| Division: | Parks Operations | Totals | \$0 |
| Account Number: | 001-12-468000-572-612-000 | Request Type | New Request |
| Project Location: | Various Locations | Priority Level | Regulatory Requirement |

Objective:

To add hurricane shutters at City facilities

Justification:

To add accordion shutters to all the Parks & Recreation facilities. This would include: Keystone, Sunkist, Breezeswept, POC, Griffing, and/or GMCC

Project Estimates:

| Object Code | Description | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|--------------|--------------------|-------------|----------|----------|----------|----------|----------|----------------|
| | Hurricane Shutters | | | 60,000 | | | | 60,000 |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| Total | | - | - | 60,000 | - | - | - | 60,000 |

| Funding Source | Fund # | % Funding | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|----------------|--------|-----------|-------------|----------|----------|----------|----------|----------|----------------|
| Gen Fund | 001 | 100% | | - | 60,000 | | | | 60,000 |
| | | | | | | | | | - |
| | | | | | | | | | - |
| | | | | | | | | | - |
| Total | | 100% | - | - | 60,000 | - | - | - | 60,000 |

Budget Office Use Only

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

FY16 Operating Cost: \$ -

FY16 Capital Cost: \$ -

Future Years' Estimated Annual Cost: \$ 60,000

FY16 Supplemental/CIP Request

| | | | |
|----------------------|---------------------------|----------------|------------------|
| Project Description: | Keystone CC & Playground | | |
| Department: | Parks and Recreation | Project # | |
| Division: | Parks Operations | Totals | \$100,000 |
| Account Number: | 001-13-480002-519-980-000 | Request Type | New Request |
| Project Location: | Keystone CC & Playground | Priority Level | Critical Repairs |

Objective:

Develop a more attractive Park by adding a tiki hut, paved surfaces, and bike racks. Also, replace the equipment at the Tot Lot Park.

Justification:

In order to make the playgrounds more attractive for children upgrading the existing tot lot and guard gates are essential. In addition to the tot lot more additions will include synthetic turf, swings, a tiki hut and paved roads. These inclusions not only add to the physical beauty of the park but they are also safety implantations as well. Upgrading the Community Center is also a priority and additions will include bathroom fixtures, storage upgrade, refrigerator installation and improvements to kitchen/work/clean-up area. More upgrades will include bike racks and lockers.

Project Estimates:

| Object Code | Description | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|--------------|--------------------------|-------------|----------|----------|----------|----------|----------|----------------|
| 980 | Keystone CC & Playground | | 100,000 | | | | | 100,000 |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| Total | | - | 100,000 | - | - | - | - | 100,000 |

| Funding Source | Fund # | % Funding | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|----------------|--------|-----------|-------------|----------|----------|----------|----------|----------|----------------|
| Gen Fund | 001 | 100% | | 100,000 | - | | | | 100,000 |
| | | | | | | | | | - |
| | | | | | | | | | - |
| | | | | | | | | | - |
| Total | | 100% | - | 100,000 | - | - | - | - | 100,000 |

Budget Office Use Only

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

FY16 Operating Cost: \$ -
FY16 Capital Cost: \$ 100,000
Future Years' Estimated Annual Cost: \$ -

FY16 Supplemental/CIP Request

| | | | |
|----------------------|----------------------------|----------------|------------------------|
| Project Description: | Lighting Protection System | | |
| Department: | Parks and Recreation | | Project # |
| Division: | Parks Operations | | Totals |
| Account Number: | 001-12-468000-572-612-000 | Request Type | New Request |
| Project Location: | Various Locations | Priority Level | Regulatory Requirement |

Objective:

To install a lighting protection system at Sasso Pool or Joe Celestin Center.

Justification:

It is a requirement when operating an aquatics facility to have a lighting protection system. Currently, the City doesn't have a lighting protection system in place. It's the City's responsibility to keep its residents safe. The cost of a new system would be \$32,000

Project Estimates:

| Object Code | Description | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|--------------|--|-------------|----------|----------|----------|----------|----------|----------------|
| | Lighting Protection System for Sasso Pool | | | 16,000 | | | | 16,000 |
| | Lighting Protection System for Joe Celestin Center | | | 16,000 | | | | 16,000 |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| Total | | - | - | 32,000 | - | - | - | 32,000 |

| Funding Source | Fund # | % Funding | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|----------------|--------|-----------|-------------|----------|----------|----------|----------|----------|----------------|
| Gen Fund | 001 | 100% | | - | 32,000 | | | | 32,000 |
| | | | | | | | | | - |
| | | | | | | | | | - |
| | | | | | | | | | - |
| Total | | 100% | - | - | 32,000 | - | - | - | 32,000 |

Budget Office Use Only

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

| | | |
|---|----|--------|
| FY16 Operating Cost: | \$ | - |
| FY16 Capital Cost: | \$ | - |
| Future Years' Estimated Annual Cost: | \$ | 32,000 |

FY16 Supplemental/CIP Request

| | | | |
|----------------------|-------------------------------|----------------|-------------|
| Project Description: | N. Bayshore Park Improvements | | |
| Department: | Parks and Recreation | Project # | |
| Division: | Parks Operations | Totals | \$55,030 |
| Account Number: | 001-12-468000-572-612-000 | Request Type | Replacement |
| Project Location: | N. Bayshore Park | Priority Level | Improvement |

Objective:

To add a front fence, shading and to make parking and dog park improvements.

Justification:

Residents have complained about the lack of parking. These additions will improve parking and ultimately improve the facility to accommodate resident requests and to update equipment. Also, adding shading to the facility attracts more people and offers a place for cooling off. Additional pet waste stations will also be included in N. Bayshore Park.

Project Estimates:

| Object Code | Description | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|--------------|------------------|-------------|----------|----------|----------|----------|----------|----------------|
| | N. Bayshore Park | | 55,030 | | | | | 55,030 |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| Total | | - | 55,030 | - | - | - | - | 55,030 |

| Funding Source | Fund # | % Funding | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|----------------|--------|-----------|-------------|----------|----------|----------|----------|----------|----------------|
| Gen Fund | 001 | 100% | | 55,030 | - | | | | 55,030 |
| | | | | | | | | | - |
| | | | | | | | | | - |
| | | | | | | | | | - |
| Total | | 100% | - | 55,030 | - | - | - | - | 55,030 |

Budget Office Use Only

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

FY16 Operating Cost: \$ -
FY16 Capital Cost: \$ 55,030
Future Years' Estimated Annual Cost: \$ -

FY16 Supplemental/CIP Request

| | | | |
|----------------------|------------------------------|----------------|-------------|
| Project Description: | NM Stadium Repairs Bleachers | | |
| Department: | Parks and Recreation | Project # | |
| Division: | Parks Operations | Totals | |
| Account Number: | 001-12-468000-572-***-000 | Request Type | New Request |
| Project Location: | NM Stadium | Priority Level | Improvement |

Objective:

To replace/repair the North Miami Stadium Bleachers, fencing, and beams.

Justification:

In order to make the stadium safer for the community, removing or replacing environmentally unsafe stadium equipment/bleachers is necessary. The new equipment would be constructed with state of the art stadium equipment making the stadium environment safer. These additions will extend the life expectancy of the stadium for an additional 7 to 10 years.

Project Estimates:

| Object Code | Description | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 20/21 | Total Estimate |
|--------------|-------------------------------|-------------|----------|----------|----------|----------|----------|----------------|
| | North Miami Stadium Bleachers | | | 450,000 | | | | 450,000 |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| Total | | - | - | 450,000 | - | - | - | 450,000 |

| Funding Source | Fund # | % Funding | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 20/21 | Total Estimate |
|----------------|--------|-----------|-------------|----------|----------|----------|----------|----------|----------------|
| Gen Fund | 001 | 100% | | | 450,000 | | | | 450,000 |
| | | | | | | | | | - |
| | | | | | | | | | - |
| | | | | | | | | | - |
| Total | | 100% | - | - | 450,000 | - | - | - | 450,000 |

Budget Office Use Only

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

| | |
|---|------------|
| FY16 Operating Cost: | \$ - |
| FY16 Capital Cost: | \$ - |
| Future Years' Estimated Annual Cost: | \$ 450,000 |

FY16 Supplemental/CIP Request

| | | | |
|----------------------|---------------------------|----------------|-------------|
| Project Description: | Playground Replacement | | |
| Department: | Parks and Recreation | Project # | |
| Division: | Parks Operations | Totals | \$0 |
| Account Number: | 001-12-468000-572-612-000 | Request Type | New Request |
| Project Location: | Pepper Park Playground | Priority Level | Improvement |

Objective:

To replace the playground equipment at Pepper Park.

Justification:

In order to make the playgrounds safer for children, this request would allow us to remove and replace environmentally unsafe creosote playground equipment. The new equipment will be modern, safer for kids, and have a life expectancy of 5 to 7 years.

Project Estimates:

| Object Code | Description | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|--------------|---------------------------------------|-------------|----------|----------|----------|----------|----------|----------------|
| | Playground Equipment with Shade Cover | | | 120,000 | | | | 120,000 |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| Total | | - | - | 120,000 | - | - | - | 120,000 |

| Funding Source | Fund # | % Funding | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|----------------|--------|-----------|-------------|----------|----------|----------|----------|----------|----------------|
| Gen Fund | 001 | 100% | | | 120,000 | | | | 120,000 |
| | | | | | | | | | - |
| | | | | | | | | | - |
| | | | | | | | | | - |
| Total | | 100% | - | - | 120,000 | - | - | - | 120,000 |

Budget Office Use Only

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

| | | |
|---|----|----------|
| FY16 Operating Cost: | \$ | - |
| FY16 Capital Cost: | \$ | - |
| Future Years' Estimated Annual Cost: | \$ | 120,000- |

FY16 Supplemental/CIP Request

| | | | |
|----------------------|---------------------------|----------------|------------------|
| Project Description: | Sasso Pool Renovations | | |
| Department: | Parks & Recreation | Project # | |
| Division: | Aquatics | Totals | \$200,000 |
| Account Number: | 001-12-463000-572-331-000 | Request Type | New Request |
| Project Location: | Sasso Pool | Priority Level | Critical Repairs |

Objective:

Capital improvements / Defective equipment at the pool.

Justification:

Thomas Sasso Pool has been in use for over 30 years with no major renovations. The facility is in poor condition due to age and modern renovation is needed. To improve the beauty and safety of the facility the filtration system must be upgraded. Interior improvements consist of the deck surrounding the pool as well as water pumps.

Project Estimates:

| Object Code | Description | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|--------------|------------------------|-------------|----------|----------|----------|----------|----------|----------------|
| | Sasso Pool Revonations | | 200,000 | | | | | 200,000 |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| Total | | - | 200,000 | - | - | - | - | 200,000 |

| Funding Source | Fund # | % Funding | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|----------------|--------|-----------|-------------|----------|----------|----------|----------|----------|----------------|
| Gen Fund | 001 | 100% | | 200,000 | | | | | 200,000 |
| | | | | | | | | | - |
| | | | | | | | | | - |
| | | | | | | | | | - |
| Total | | 100% | - | 200,000 | - | - | - | - | 200,000 |

Budget Office Use Only

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

| | |
|---|------------|
| FY16 Operating Cost: | \$ - |
| FY16 Capital Cost: | \$ 200,000 |
| Future Years' Estimated Annual Cost: | \$ - |

FY16 Supplemental/CIP Request

| | | | |
|----------------------|------------------------------|----------------|-------------|
| Project Description: | Court Resurfacing | | |
| Department: | Parks and Recreation | Project # | |
| Division: | Parks Operations | Totals | \$60,000 |
| Account Number: | 001-12-468000-572-612-000 | Request Type | Replacement |
| Project Location: | Penny Sugarman Tennis Center | Priority Level | Improvement |

Objective:

To resurface courts at City facilities

Justification:

To repair the damaged areas of the tennis courts, resurfacing, painting, and striping at Penny Sugarman Tennis Center

Project Estimates:

| Object Code | Description | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|--------------|--------------------------|-------------|----------|----------|----------|----------|----------|----------------|
| | Tennis Court Resurfacing | | 65,000 | | | | | 65,000 |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| Total | | - | 65,000 | - | - | - | - | 65,000 |

| Funding Source | Fund # | % Funding | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|----------------|--------|-----------|-------------|----------|----------|----------|----------|----------|----------------|
| Gen Fund | 001 | 100% | | 65,000 | - | | | | 65,000 |
| | | | | | | | | | - |
| | | | | | | | | | - |
| | | | | | | | | | - |
| Total | | 100% | - | 65,000 | - | - | - | - | 65,000 |

Budget Office Use Only

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

| | |
|---|-----------|
| FY16 Operating Cost: | \$ - |
| FY16 Capital Cost: | \$ 65,000 |
| Future Years' Estimated Annual Cost: | \$ - |

SEWER

IN THIS SECTION:

- Lift Stations Rehabilitation
- Sanitary Sewer
Rehabilitation – Gravity
Improvement

FY16 Supplemental/CIP Request

| | | | |
|--|--------------------------------------|----------------|-------------------------|
| Project Description: <u>Lift Stations Rehabilitation</u> | | | |
| Department: | <u>Public Works</u> | Project # | |
| Division: | <u>Utility Equipment Maintenance</u> | Totals | <u>\$550,000</u> |
| Account Number: | <u>420-10-644000-536-608-000</u> | Request Type | <u>New Request</u> |
| Project Location: | <u>Various Lift Stations</u> | Priority Level | <u>Critical Repairs</u> |

Objective:

This level provides funds to implement a revitalization and maintenance schedule for the City's 45 lift stations.

Justification:

The City's Sanitary Lift Stations are outdated 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.

Project Estimates:

| Object Code | Description | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|--------------|-------------|------------------|----------------|----------------|----------------|----------------|----------------|------------------|
| 608 | Mechanical | 40,000 | | | | | | 40,000 |
| 608 | Electrical | 65,000 | | | | | | 65,000 |
| 608 | Telemetry | 200,000 | 100,000 | 100,000 | 100,000 | 50,000 | 50,000 | 600,000 |
| 608 | Pumps | 130,000 | 250,000 | 250,000 | 250,000 | 100,000 | 100,000 | 1,080,000 |
| 608 | Structures | 430,000 | | | | | | 430,000 |
| 608 | Various | 2,268,627 | 200,000 | 200,000 | 200,000 | 200,000 | 200,000 | 3,268,627 |
| | | | | | | | | - |
| | | | | | | | | - |
| Total | | 3,133,627 | 550,000 | 550,000 | 550,000 | 350,000 | 350,000 | 5,483,627 |

| Funding Source | Fund # | % Funding | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|----------------|--------|-------------|------------------|----------------|----------------|----------------|----------------|----------------|------------------|
| W & S | 420 | 100% | 3,133,627 | 550,000 | 550,000 | 550,000 | 350,000 | 350,000 | 5,483,627 |
| | | | | | | | | | - |
| | | | | | | | | | - |
| | | | | | | | | | - |
| Total | | 100% | 3,133,627 | 550,000 | 550,000 | 550,000 | 350,000 | 350,000 | 5,483,627 |

Budget Office Use Only

| | |
|--|------------------|
| | Funded |
| | Not Funded |
| | Partially Funded |
| | Pending |

| | |
|---|--------------|
| FY16 Operating Cost: | \$ - |
| FY16 Capital Cost: | \$ 550,000 |
| Future Years' Estimated Annual Cost: | \$ 1,800,000 |

FY16 Supplemental/CIP Request

| | | | |
|---|---|----------------|-------------------------------|
| Project Description: <u>Sanitary Sewer Rehabilitation - Gravity Improvement</u> | | | |
| Department: | <u>Public Works - Water & Sewer</u> | Project # | |
| Division: | <u>Sewer Collection & Disposal</u> | Totals | <u>\$3,500,000</u> |
| Account Number: | <u>420-10-650000-536-641-000</u> | Request Type | <u>New Request</u> |
| Project Location: | <u>Various Locations</u> | Priority Level | <u>Regulatory Requirement</u> |

Objective:

This level provides funds to implement a 20-year rehabilitation and maintenance schedule for the City's Sanitary Sewer System. Also, taking corrective action will satisfy requirements from the Peak Flow Management Study.

Justification:

The City's Sanitary Sewer System is approximately 50 years old. 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 maintenance schedule will address these issues and reduce the sewage treatment cost. Consultants performed a Peak Flow Management Study as required by DERM. The recommendations and corrective actions suggested in the study must be addressed in order to be in compliance with regulatory agencies. Majority of the funding (\$2,000,000) will come from the Miami-Dade County General Obligation Building Grant (GOB) Partial funding in the amount of \$1,500,000 is resulting from a recent rate study.

Project Estimates:

| Object Code | Description | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|--------------|------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|-------------------|
| 641 | Gravity Sewer Improve. | 1,600,000 | 500,000 | 500,000 | 500,000 | 500,000 | 500,000 | 4,100,000 |
| 641 | SS Force Main Improve. | 2,478,000 | | | | | | 2,478,000 |
| 641 | Repl. 10", 12" & 168" S Main | 3,650,000 | | | | | | 3,650,000 |
| 641 | Sewer Line & Manhole Rehab | 825,413 | 1,000,000 | 1,000,000 | 1,000,000 | 1,000,000 | 1,000,000 | 5,825,413 |
| 652 | Quayside & I Station | 200,000 | | | | | | 200,000 |
| 608 | Design SS1, SS2 & SS3 LS | 250,000 | 2,000,000 | | | | | 2,250,000 |
| 704 | Interest Expense | | | | | | | - |
| 705 | Principal Payment | | | | | | | - |
| Total | | 9,003,413 | 3,500,000 | 1,500,000 | 1,500,000 | 1,500,000 | 1,500,000 | 18,503,413 |

| Funding Source | Fund # | % Funding | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|----------------|--------|-------------|------------------|------------------|------------------|------------------|------------------|------------------|-------------------|
| W&S | 420 | 100% | 9,003,413 | 3,500,000 | 1,500,000 | 1,500,000 | 1,500,000 | 1,500,000 | 18,503,413 |
| | | | | | | | | | - |
| | | | | | | | | | - |
| | | | | | | | | | - |
| Total | | 100% | 9,003,413 | 3,500,000 | 1,500,000 | 1,500,000 | 1,500,000 | 1,500,000 | 18,503,413 |

Budget Office Use Only

| | |
|--|------------------|
| | Funded |
| | Not Funded |
| | Partially Funded |
| | Pending |

| | |
|---|--------------|
| FY16 Operating Cost: | \$ - |
| FY16 Capital Cost: | \$ 3,500,000 |
| Future Years' Estimated Annual Cost: | \$ 6,000,000 |

TECHNOLOGY

IN THIS SECTION:

- Access Control and Security System
- Clearrisk Certificates
- Communications Units Consoles Upgrade
- Laptop Replacements
- Large Document Scanners
- License Plate Readers
- Security Camera System and Internet Access
- Switch Replacement City Hall
- Tyler Transparency Portal
- Use-of-Force and Firearms Training Systems

FY16 Supplemental/CIP Request

| | | | |
|----------------------|------------------------------------|----------------|------------------|
| Project Description: | Access Control and Security System | | |
| Department: | Police | Project # | |
| Division: | Investigative/Administrative | Totals | \$0 |
| Account Number: | 001-08-435000-521-605-000 | Request Type | Replacement |
| Project Location: | Police Station 700 NE 124 Street | Priority Level | Critical Repairs |

Objective:

To provide funds to replace the Police Station's antiquated Access Control and Security System.

Justification:

The Police Department's current access control and security system is the original system installed back in 1997 when the building was originally built and occupied. This system, which is now 18 years old, will no longer be supported after June 2016, since software upgrades and replacement parts will not be available. A new system is vital to maintain a secure and safe environment for employees, working at the police station and citizens visiting.

Project Estimates:

| Object Code | Description | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|--------------|----------------------------------|-------------|----------|----------|----------|----------|----------|----------------|
| 605 | Access Control & Security System | | | 30,000 | | | | 30,000 |
| 311 | Annual Maintenance Charges | | | 3,100 | 3,255 | 3,418 | 3,589 | 13,362 |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| Total | | - | - | 33,100 | 3,255 | 3,418 | 3,589 | 43,362 |

| Funding Source | Fund # | % Funding | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|----------------|--------|-----------|-------------|----------|----------|----------|----------|----------|----------------|
| Gen Fund | 001 | 100% | | | 33,100 | 3,255 | 3,418 | 3,589 | 43,362 |
| | | | | | | | | | - |
| | | | | | | | | | - |
| | | | | | | | | | - |
| Total | | 100% | - | - | 33,100 | 3,255 | 3,418 | 3,589 | 43,362 |

Budget Office Use Only

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

| | |
|---|-----------|
| FY16 Operating Cost: | \$ - |
| FY16 Capital Cost: | \$ - |
| Future Years' Estimated Annual Cost: | \$ 43,362 |

FY 16 Supplemental/CIP Request

| | | | |
|----------------------|---------------------------|----------------|-------------|
| Project Description: | Clearrisk Certificates | | |
| Department: | City Manager | Project # | |
| Division: | Risk Management | Totals | \$22,000 |
| Account Number: | 510-02-675001-519-602-000 | Request Type | New Request |
| Project Location: | City Hall | Priority Level | |

Objective:

Purchase insurance certificates software to ensure continuous compliance with insurance requirements.

Justification:

This software is very much needed and will benefit the city on a whole by tracking insurance submission and compliance with contracts, events, permit and other matters requiring certificates of insurance. It will provide notification to clients on deficiencies or non-compliance with contract requirement and generate letters/follow up to ensure compliance is met. Currently, no software exists.

Project Estimates:

| Object Code | Description | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|--------------|--------------------------------------|-------------|----------|----------|----------|----------|----------|----------------|
| 602 | Clearrisk Certificates | | 2,500 | | | | | 2,500 |
| 602 | Maintenance | | 3,000 | 3,000 | 3,000 | | | 9,000 |
| 602 | Risk Management Software Replacement | | 16,500 | 6,500 | 6,500 | | | 29,500 |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| Total | | - | 22,000 | 9,500 | 9,500 | - | - | 41,000 |

| Funding Source | Fund # | % Funding | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|----------------|--------|-----------|-------------|----------|----------|----------|----------|----------|----------------|
| Gen Fund | 510 | 100% | - | 22,000 | 9,500 | 9,500 | | | 41,000 |
| | | | | | | | | | - |
| | | | | | | | | | - |
| | | | | | | | | | - |
| Total | | 0% | - | 22,000 | 9,500 | 9,500 | - | - | 41,000 |

Budget Office Use Only

| | |
|--|------------------|
| | Funded |
| | Not Funded |
| | Partially Funded |
| | Pending |

| | |
|---|-----------|
| FY16 Operating Cost: | \$ 0 |
| FY16 Capital Cost: | \$ 22,000 |
| Future Years' Estimated Annual Cost: | \$ 19,000 |

FY16 Supplemental/CIP Request

| | | | |
|----------------------|--------------------------------------|----------------|-------------|
| Project Description: | Communications Unit Consoles Upgrade | | |
| Department: | Police | Project # | |
| Division: | Investigative/Administrative | Totals | |
| Account Number: | 001-08-427000-521-605-000 | Request Type | Replacement |
| Project Location: | | Priority Level | Improvement |

Objective:

To provide funds to upgrade the consoles in the Communications Unit.

Justification:

The Communication Unit's Consoles are in need of upgrade. The existing consoles are the originals installed when the current Police Department building was occupied in 1997. The upgrade of the consoles will provide new innovation for better form, function, health and performance. The upgraded consoles would also provide least stressful working postures for any size worker. An upgrade will provide organization, increase productivity by defining individual work area and providing vertical work space, reducing circulation and traffic flow to increase performance.

Project Estimates:

| Object Code | Description | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|--------------|-------------|-------------|----------|----------|----------|----------|----------|----------------|
| 605 | Consoles | | | 60,000 | | | | 60,000 |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| Total | | - | - | 60,000 | - | - | - | 60,000 |

| Funding Source | Fund # | % Funding | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|----------------|--------|-----------|-------------|----------|----------|----------|----------|----------|----------------|
| Gen Fund | 001 | 100% | | | 60,000 | | | | 60,000 |
| | | | | | | | | | - |
| | | | | | | | | | - |
| | | | | | | | | | - |
| Total | | 100% | - | - | 60,000 | - | - | - | 60,000 |

Budget Office Use Only

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

| | |
|---|-----------|
| FY16 Operating Cost: | \$ - |
| FY16 Capital Cost: | \$ - |
| Future Years' Estimated Annual Cost: | \$ 60,000 |

FY16 Supplemental/CIP Request

| | | | |
|----------------------|--|----------------|------------------|
| Project Description: | Laptop Replacements for Mobile Field Operation | | |
| Department: | Police | Project # | |
| Division: | Administration | Totals | \$49,200 |
| Account Number: | 001-08-435000-521-602-000 | Request Type | Replacement |
| Project Location: | Various | Priority Level | Critical Repairs |

Objective:

Replace one-hundred and five (105) outdated laptops used by police personnel for Mobile field reporting.

Justification:

The police department currently has 113 laptops used by police personnel for mobile reporting, criminal history checks, case management, etc. Of the 113 laptops, 105 were purchased back in FY 2010 and need to be replaced. These laptops need constant maintenance and repairs, and have four (4) year old technology (CORE 2 DUO/ 2GB Memory). Besides the constant repairs and outdated technology, the Department recently upgraded its CAD/Mobile/RMS software to MSP 10.1. The replacement laptops with their updated technology (I-5/ 4GB) would allow department personnel to fully and optimally take advantage of all of the new upgraded modules, functionalities, etc. of the recent upgrade.

Project Estimates:

| Object Code | Description | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|--------------|------------------------|-------------|----------|----------|----------|----------|----------|----------------|
| 602 | Laptops & Car Adapters | | 49,200 | 49,200 | 49,200 | 16,400 | | 164,000 |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| Total | | - | 49,200 | 49,200 | 49,200 | 16,400 | - | 164,000 |

| Funding Source | Fund # | % Funding | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|----------------|--------|-----------|-------------|----------|----------|----------|----------|----------|----------------|
| Gen Fund | 001 | 100% | | 49,200 | 49,200 | 49,200 | 16,400 | | |
| | | | | | | | | | - |
| | | | | | | | | | - |
| | | | | | | | | | - |
| Total | | 100% | - | 49,200 | 49,200 | 49,200 | 16,400 | - | 164,000 |

Budget Office Use Only

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

FY16 Operating Cost: \$ -
FY16 Capital Cost: \$ 49,200
Future Years' Estimated Annual Cost: \$ 114,800

FY16 Supplemental/CIP Request

| | | | |
|----------------------|--|----------------|-----------------|
| Project Description: | License Plate Readers (Automatic Number Plate Recognition) | | |
| Department: | Police | Project # | |
| Division: | Field Operations | Totals | \$0 |
| Account Number: | 001-08-425000-521-605-000 | Request Type | New Request |
| Project Location: | | Priority Level | Quality of Life |

Objective:

To provide funds to purchase two (2) license plate readers (Automatic Number Plate Recognition Equipment & Software) for the Police Department.

Justification:

The Police Department is in need of two (2) license plate readers (or Automatic Number Plate Recognition Systems) in order to enhance and assist the Police Department in its proactive efforts to reduce and prevent crime and increase traffic safety. These license plate readers will allow officers to scan multiple license plates while they routinely patrol the City's roadways, alleys, parking lots, etc. With this enhanced technology the scanned license plates are checked automatically in NCIC/FCIC alerting the officer of wanted or missing persons; stolen vehicles and tags; persons driving with suspended or revoked driver licenses; etc. This real time information allows the officer to quickly locate and trace the suspect vehicle and interdict safely.

Project Estimates:

| Object Code | Description | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|--------------|--------------------------------|-------------|----------|----------|----------|----------|----------|----------------|
| 605 | Two (2) Tag Readers | | | 38,000 | | | | 38,000 |
| 311 | Software Maintenance Agreement | | | 500 | 525 | 550 | | 1,575 |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| Total | | - | - | 38,500 | 525 | 550 | 575 | 40,150 |

| Funding Source | Fund # | % Funding | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|----------------|--------|-----------|-------------|----------|----------|----------|----------|----------|----------------|
| Gen Fund | 001 | 100% | | | 38,500 | 525 | 550 | 575 | 40,150 |
| | | | | | | | | | - |
| | | | | | | | | | - |
| | | | | | | | | | - |
| Total | | 100% | - | - | 38,500 | 525 | 550 | 575 | 40,150 |

Budget Office Use Only

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

| | |
|---|-----------|
| FY16 Operating Cost: | \$ - |
| FY16 Capital Cost: | \$ - |
| Future Years' Estimated Annual Cost: | \$ 40,150 |

FY16 Supplemental/CIP Request

| | | | |
|----------------------|---------------------------|----------------|-------------|
| Project Description: | Large Document Scanners | | |
| Department: | Information Technology | Project # | |
| Division: | Administration | Totals | \$0 |
| Account Number: | 001-07-420000-519-602-000 | Request Type | New Request |
| Project Location: | City Hall | Priority Level | Improvement |

To reduce the amount of files and paper stored. Digitize big plans and large documents reducing the amount of storage and paper needed.

Justification:

City currently spends well over \$50,000 on a yearly basis scanning large documents utilizing outside companies. Having higher capacity and large format scanners will allow the City to save by being able to scan documents in-house utilizing in-house resources such as contract staff, part-time seasonal staff and other staff during slow periods. Scanning the files in-house would reduce the costs of outsourcing files for scanning and provide the City a faster turn-around time for getting the documents back in digital format.

Project Estimates:

| Object Code | Description | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|--------------|-------------------|-------------|----------|----------|----------|----------|----------|----------------|
| 602 | Large Scanner | | | 30,000 | | | | 30,000 |
| 331 | Forms Maintenance | | | 2,500 | 2,500 | 2,500 | 2,500 | 10,000 |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| Total | | - | - | 32,500 | 2,500 | 2,500 | 2,500 | 40,000 |

| Funding Source | Fund # | % Funding | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|----------------|--------|-----------|-------------|----------|----------|----------|----------|----------|----------------|
| Gen Fund | 001 | 100% | | - | 32,500 | 2,500 | 2,500 | 2,500 | 40,000 |
| | | | | | | | | | - |
| | | | | | | | | | - |
| | | | | | | | | | - |
| Total | | 100% | - | - | 32,500 | 2,500 | 2,500 | 2,500 | 40,000 |

Budget Office Use Only

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

| | |
|---|-----------|
| FY16 Operating Cost: | \$ - |
| FY16 Capital Cost: | \$ - |
| Future Years' Estimated Annual Cost: | \$ 40,000 |

FY16 Supplemental/CIP Request

| | | | |
|----------------------|--|----------------|------------------------|
| Project Description: | Security Camera System and Internet Access | | |
| Department: | Parks and Recreation | Project # | |
| Division: | Parks Operations | Totals | \$150,000 |
| Account Number: | 001-12-460000-572-329-000 | Request Type | New Request |
| Project Location: | Various Locations | Priority Level | Regulatory Requirement |

Objective:

To install camera system and internet access at all parks and recreation facilities.

Justification:

It's the City's responsibility to keep its residents and staff members safe. The installation of cameras at facilities will fulfill that need for our workplace and community. Also, the installation of Wi-Fi access at all facilities brings our City up to industry standards. The cost of a new system would be \$150,000

Project Estimates:

| Object Code | Description | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|--------------|--|-------------|----------|----------|----------|----------|----------|----------------|
| | Security Camera System & Internet Access | | | 150,000 | | | | 150,000 |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| Total | | - | - | 150,000 | - | - | - | 150,000 |

| Funding Source | Fund # | % Funding | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | 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 |

| | |
|---|------|
| FY16 Operating Cost: | \$ - |
| FY16 Capital Cost: | \$ - |
| Future Years' Estimated Annual Cost: | \$ - |

FY16 Supplemental/CIP Request

| | | |
|----------------------|------------------------------|---|
| Project Description: | Switch Replacement City Hall | |
| Department: | Information Technology | Project # _____ |
| Division: | Network & Programming | Totals \$42,000 |
| Account Number: | 001-07-421001-519-602-000 | Request Ty Additional Funds |
| Project Location: | City Hall | Priority Le Critical Repairs |

Objective:

Replace old switches (which are not under warranty) before they fail and cause severe interruptions to City operations.

Justification:

Current switches are over 5 years old. There is a need to replace them with newer switches before they fail. Currently the City has over 13 switches (not including 7 switches at Police Department). The plan is to replace a minimum of 3 switches each year starting with the older switches over a 5 year period. Year 1 = 3 switches, Year 2 = 4 switches, Year 3 = 3 switches, Year 4 = 4 switches, Year 5 = 6 switches.

Project Estimates:

| Object Code | Description | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|--------------|------------------|-------------|----------|----------|----------|----------|----------|----------------|
| 602 | Switch Equipment | 60,000 | 42,000 | 42,000 | 42,000 | 30,000 | 30,000 | 246,000 |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| Total | | 60,000 | 42,000 | 42,000 | 42,000 | 30,000 | 30,000 | 246,000 |

| Funding Source | Fund # | % Funding | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|----------------|--------|-----------|-------------|----------|----------|----------|----------|----------|----------------|
| Gen Fund | 001 | 100% | 60,000 | 42,000 | 42,000 | 42,000 | 30,000 | 30,000 | 246,000 |
| | | | | | | | | | - |
| | | | | | | | | | - |
| | | | | | | | | | - |
| Total | | 100% | 60,000 | 42,000 | 42,000 | 42,000 | 30,000 | 30,000 | 246,000 |

Budget Office Use Only

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

| | |
|---|------------|
| FY16 Operating Cost: | \$ - |
| FY16 Capital Cost: | \$ 42,000 |
| Future Years' Estimated Annual Cost: | \$ 144,000 |

FY16 Supplemental/CIP Request

| | | |
|----------------------|---------------------------|------------------------|
| Project Description: | Tyler Transparency Portal | |
| Department: | Information Technology | Project # |
| Division: | Network & Programming | Totals \$18,500 |
| Account Number: | 001-07-421002-519-313-000 | Request ' New Request |
| Project Location: | City Hall | Priority I Improvement |

Provide public with read access portal to view how their tax dollars are being spent.

Justification:
 Citizen Transparency provides unparalleled data access and analysis tools to help public sector entities "implement principles of transparency, participation and collaboration" as set forth by the 2009 Open Government Directive 1. Local governments are increasingly expected to provide high value information to help citizens understand how their tax dollars are being used, build trust and engage the public in the civic process. But municipalities are struggling to find efficient ways to meet these demands. Citizens often have to navigate segmented and out-of-date information and the backlog of FOIA request continues to grow.

Project Estimates:

| Object Code | Description | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|--------------|--------------------|-------------|----------|----------|----------|----------|----------|----------------|
| 313 | TYLER TRANSPARENCY | | 18,500 | 18,500 | 18,500 | 18,500 | 18,500 | 92,500 |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| Total | | - | 18,500 | 18,500 | 18,500 | 18,500 | 18,500 | 92,500 |

| Funding Source | Fund # | % Funding | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|----------------|--------|-----------|-------------|----------|----------|----------|----------|----------|----------------|
| Gen Fund | 001 | 100% | | 18,500 | 18,500 | 18,500 | 18,500 | 18,500 | 92,500 |
| | | | | | | | | | - |
| | | | | | | | | | - |
| | | | | | | | | | - |
| Total | | 100% | - | 18,500 | 18,500 | 18,500 | 18,500 | 18,500 | 92,500 |

Budget Office Use Only

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

FY16 Operating Cost: \$ -
FY16 Capital Cost: \$ 18,500
Future Years' Estimated Annual Cost: \$ -

FY16 Supplemental/CIP Request

| | | | |
|----------------------|---|----------------|-----------------|
| Project Description: | Use-of-Force and Firearms Training System | | |
| Department: | Police | Project # | |
| Division: | Field Operations | Totals | \$32,000 |
| Account Number: | 001-08-425000-521-605-000 | Request Type | New Request |
| Project Location: | | Priority Level | Quality of Life |

Objective:

To provide funds for the purchase of a Use-of-Force and Firearms Training System.

Justification:

The Florida Department of Law Enforcement (FDLE) mandates strict guidelines for law enforcement officers to receive scenario-based firearms training; less-lethal force options available within the agency and agency policies; and use-of-force training. Use-of-Force and Firearms Training Systems are a comprehensive solution that is designed to allow the Police Department's instructors the ability to easily meet training requirements established by FDLE. The benefits of this enhanced technology are immeasurable as far as saving lives through the extensive training that is achieved with respect to quick, decisive decision making skills and marksmanship. Judgmental, real-life use of force scenarios can be practiced repeatedly by trainees under the careful watch and tutoring of the department's firearm instructors. By using this latest technology, the Police Department would be able to train its officers on use-of-force to the highest degree possible.

Project Estimates:

| Object Code | Description | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|--------------|---|-------------|----------|----------|----------|----------|----------|----------------|
| 605 | Use-of-Force and Firearms Training System | | | 32,000 | | | | 32,000 |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| Total | | - | - | 32,000 | | - | - | 32,000 |

| Funding Source | Fund # | % Funding | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|----------------|--------|-----------|-------------|----------|----------|----------|----------|----------|----------------|
| Gen Fund | 001 | 100% | | | 32,000 | | | | 32,000 |
| | | | | | | | | | - |
| | | | | | | | | | - |
| | | | | | | | | | - |
| Total | | 100% | - | - | 32,000 | - | - | - | 32,000 |

Budget Office Use Only

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

| | |
|---|-----------|
| FY16 Operating Cost: | \$ - |
| FY16 Capital Cost: | \$ - |
| Future Years' Estimated Annual Cost: | \$ 32,000 |

TRANSPORTATION

IN THIS SECTION:

- Downtown
Revitalization/Beautification
- Repair/Improve Roadway
Medians and Curbs
- Sidewalk Installation and
Repairs Near Roadwork
- Street Resurfacing
- Transit Calming
- Transit Shelter Installation

FY16 Supplemental/CIP Request

| | | | |
|----------------------|--|----------------|------------------|
| Project Description: | Downtown Revitalization/Beautification | | |
| Department: | Public Works | Project # | |
| Division: | Transportation | Totals | \$100,000 |
| Account Number: | 185-09-551000-541-618-000 | Request Type | Additional Funds |
| Project Location: | NE 125th Street | Priority Level | Critical Repairs |

Objective:

Revitalize major commercial corridors with trees, street furniture, and accent lighting.

Justification:

The Downtown Corridor master Plan and other studies make the strong case that the City needs to invest in its major commercial corridors to create a signature environment to capture the attention of through traffic and potential investors. As it is a large project, it would have to be phased in over several years. Some of this funding is earmarked as matching funds for grants.

Project Estimates:

| Object Code | Description | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|--------------|---------------|-------------|----------|----------|----------|----------|----------|------------------|
| 618 | R.O.W. improv | 960,000 | 100,000 | | 950,000 | 270,000 | 270,000 | 2,550,000 |
| 611 | Design | | | 30,000 | | 30,000 | 30,000 | 90,000 |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| Total | | 960,000 | 100,000 | 30,000 | 950,000 | 300,000 | 300,000 | 2,640,000 |

| Funding Source | Fund # | % Funding | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|----------------|--------|-----------|-------------|----------|----------|----------|----------|----------|------------------|
| 1/2-Cent | 185 | 100% | 100,000 | 100,000 | 30,000 | 222,000 | 300,000 | 300,000 | 1,052,000 |
| Grants | | | 860,000 | | | 728,000 | - | | 1,588,000 |
| | | | | | | | | | - |
| | | | | | | | | | - |
| Total | | 100% | 960,000 | 100,000 | 30,000 | 950,000 | 300,000 | 300,000 | 2,640,000 |

Budget Office Use Only

| | |
|--|------------------|
| | Funded |
| | Not Funded |
| | Partially Funded |
| | Pending |

| | |
|---|--------------|
| FY16 Operating Cost: | \$ - |
| FY16 Capital Cost: | \$ 100,000 |
| Future Years' Estimated Annual Cost: | \$ 1,580,000 |

FY16 Supplemental/CIP Request

| | | | |
|--|---------------------------|----------------|------------------|
| Project Description: Sidewalk Installation and Repairs near Roadwork | | | |
| Department: | Public Works | Project # | |
| Division: | Transportation Surtax | Totals | \$387,056 |
| Account Number: | 185-09-551000-541-334-000 | Request Type | Additional Funds |
| Project Location: | Citywide | Priority Level | Quality of Life |

Objective:

To repair sidewalks, install street furniture, and handicap ramps throughout City to improve accessibility.

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 to encourage walking, bicycling and transit.

Project Estimates:

| Object Code | Description | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|--------------|--------------------------|-------------|----------|----------|----------|----------|----------|------------------|
| 334 | Install/Repair Sidewalks | 836,581 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 1,336,581 |
| 334 | Install/Repair Sidewalks | | 250,000 | | | | | 250,000 |
| 334 | Street Furniture | | 37,056 | | | | | 37,056 |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| Total | | 836,581 | 387,056 | 100,000 | 100,000 | 100,000 | 100,000 | 1,623,637 |

| Funding Source | Fund # | % Funding | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|----------------|--------|-------------|-------------|----------|----------|----------|----------|----------|------------------|
| 1/2-Cent | 185 | 26% | 836,581 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 1,336,581 |
| Gen Fund | 001 | 65% | | 250,000 | | | | | 250,000 |
| Gen Fund | 001 | 10% | | 37,056 | | | | | 37,056 |
| | | | | | | | | | - |
| Total | | 100% | 836,581 | 387,056 | 100,000 | 100,000 | 100,000 | 100,000 | 1,623,637 |

Budget Office Use Only

| | |
|--|------------------|
| | Funded |
| | Not Funded |
| | Partially Funded |
| | Pending |

| | | |
|---|----|---------|
| FY16 Operating Cost: | \$ | - |
| FY16 Capital Cost: | \$ | 387,056 |
| Future Years' Estimated Annual Cost: | \$ | 400,000 |

FY16 Supplemental/CIP Request

| | | |
|----------------------|---|---|
| Project Description: | Traffic Calming Supplies & Installation | |
| Department: | Public Works | Project # _____ |
| Division: | 1/2 Cent Transportation Surtax | Totals <u>\$300,000</u> |
| Account Number: | 185-09-551000-541-312-000 | Request Type <u>pe Additional Funds</u> |
| Project Location: | Citywide | Priority Level <u>Critical Repairs</u> |

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 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|--------------|------------------------|-------------|----------|----------|----------|----------|----------|----------------|
| 312 | Traffic Calming Device | | 300,000 | 300,000 | 100,000 | 100,000 | 100,000 | 900,000 |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| Total | | - | 300,000 | 300,000 | 100,000 | 100,000 | 100,000 | 900,000 |

| Funding Source | Fund # | % Funding | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|----------------|--------|-----------|-------------|----------|----------|----------|----------|----------|----------------|
| 1/2-Cent | 185 | 100% | | 300,000 | 300,000 | 100,000 | 100,000 | 100,000 | 900,000 |
| | | | | | | | | | - |
| | | | | | | | | | - |
| | | | | | | | | | - |
| Total | | 100% | - | 300,000 | 300,000 | 100,000 | 100,000 | 100,000 | 900,000 |

Budget Office Use Only

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

| | |
|---|------------|
| FY16 Operating Cost: | \$ - |
| FY16 Capital Cost: | \$ 300,000 |
| Future Years' Estimated Annual Cost: | \$ 600,000 |

FY16 Supplemental/CIP Request

| | | | |
|----------------------|------------------------------|----------------|------------------|
| Project Description: | Transit Shelter Installation | | |
| Department: | Public Works | Project # | |
| Division: | Transportation Surtax | Totals | \$49,000 |
| Account Number: | 185-09-550002-541-605-000 | Request Type | New Request |
| Project Location: | Citywide | Priority Level | Critical Repairs |

Objective:

Install new shelters and maintain existing shelters throughout the City

Justification:

Transit shelters provide protection from the elements when waiting for a MDT Transit bus or NOMI Express bus. This encourages the use of transit.

Project Estimates:

| Object Code | Description | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|--------------|------------------------|-------------|----------|----------|----------|----------|----------|----------------|
| 311 | Survey & Design | | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 25,000 |
| 608 | Materials (2 shelters) | | 44,000 | 44,000 | 44,000 | 44,000 | 44,000 | 220,000 |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| Total | | - | 49,000 | 49,000 | 49,000 | 49,000 | 49,000 | 245,000 |

| Funding Source | Fund # | % Funding | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|----------------|--------|-----------|-------------|----------|----------|----------|----------|----------|----------------|
| 1/2-Cent | 185 | 100% | | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 25,000 |
| | | | | 44,000 | 44,000 | 44,000 | 44,000 | 44,000 | 220,000 |
| | | | | | | | | | - |
| | | | | | | | | | - |
| Total | | 100% | - | 49,000 | 49,000 | 49,000 | 49,000 | 49,000 | 245,000 |

Budget Office Use Only

| | |
|--|------------------|
| | Funded |
| | Not Funded |
| | Partially Funded |
| | Pending |

| | |
|---|------------|
| FY16 Operating Cost: | \$ - |
| FY16 Capital Cost: | \$ 49,000 |
| Future Years' Estimated Annual Cost: | \$ 196,000 |

FY16 Supplemental/CIP Request

| | | | |
|----------------------|--|----------------|------------------|
| Project Description: | Repair/Improve Roadway Medians and Curbs | | |
| Department: | Public Works | Project # | |
| Division: | Transportation - Gas Tax | Totals | \$50,000 |
| Account Number: | 370-09-620000-541-618-000 | Request Type | Additional Funds |
| Project Location: | Citywide | Priority Level | Critical Repairs |

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.

Project Estimates:

| Object Code | Description | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|--------------|----------------------|----------------|---------------|---------------|---------------|---------------|---------------|----------------|
| 618 | Roadway Improvements | 562,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 812,000 |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| Total | | 562,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 812,000 |

| Funding Source | Fund # | % Funding | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|----------------|--------|-------------|----------------|---------------|---------------|---------------|---------------|---------------|----------------|
| Gas Tax | 370 | 100% | 562,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 812,000 |
| | | | | | | | | | - |
| | | | | | | | | | - |
| Total | | 100% | 562,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 812,000 |

Budget Office Use Only

| | |
|--|------------------|
| | Funded |
| | Not Funded |
| | Partially Funded |
| | Pending |

FY16 Operating Cost: \$ -
FY16 Capital Cost: \$ 50,000
Future Years' Estimated Annual Cost: \$ 200,000

FY16 Supplemental/CIP Request

| | | | |
|--|--|----------------|------------------------|
| Project Description: <u>Street Resurfacing</u> | | | |
| Department: | <u>Public Works</u> | Project # | |
| Division: | <u>Transportation - Gas Tax & 1/2 Cent Tax</u> | Totals | <u>\$239,187</u> |
| Account Number: | <u>370-09-620000-541-618-000</u> | Request Type | <u>Replacement</u> |
| Project Location: | <u>Citywide</u> | Priority Level | <u>Quality of Life</u> |

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. 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 onto private properties and rights-of-ways.

Project Estimates:

| Object Code | Description | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|--------------|----------------------|------------------|----------------|----------------|----------------|----------------|----------------|------------------|
| 618 | Roadway Improvements | 2,863,468 | 239,187 | 250,000 | 250,000 | 250,000 | 250,000 | 4,102,655 |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| Total | | 2,863,468 | 239,187 | 250,000 | 250,000 | 250,000 | 250,000 | 4,102,655 |

| Funding Source | Fund # | % Funding | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|----------------|--------|-------------|------------------|----------------|----------------|----------------|----------------|----------------|------------------|
| 1/2-Cent | 185 | 0% | 1,556,734 | | | | | | 1,556,734 |
| Gas Tax | 370 | 100% | 1,306,734 | 239,187 | 250,000 | 250,000 | 250,000 | 250,000 | 2,545,921 |
| | | | | | | | | | - |
| | | | | | | | | | - |
| Total | | 100% | 2,863,468 | 239,187 | 250,000 | 250,000 | 250,000 | 250,000 | 4,102,655 |

Budget Office Use Only

| | |
|--|------------------|
| | Funded |
| | Not Funded |
| | Partially Funded |
| | Pending |

| | |
|---|--------------|
| FY16 Operating Cost: | \$ - |
| FY16 Capital Cost: | \$ 239,187 |
| Future Years' Estimated Annual Cost: | \$ 1,000,000 |

Vehicle Replacement

IN THIS SECTION:

- Vehicle Replacement

FY16 Supplemental/CIP Request

| | | | |
|----------------------|-------------------------------------|----------------|-------------|
| Project Description: | Vehicle Replacement | | |
| Department: | City-Wide | Project # | |
| Division: | Various | Totals | \$948,211 |
| Account Number: | 520-10-670000-590-601-000 (various) | Request Type | New Request |
| Project Location: | City-Wide | Priority Level | |

Objective:

Replace vehicles that have been in service for more than 10 years.

Justification:

Vehicles being replaced have been in service for more than 10 years and have exceeded their useful life. New vehicles will be used for delivery of public services and law enforcement.

Project Estimates:

| Object Code | Description | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|--------------|----------------------------------|-------------|----------------|----------|----------|----------|----------|----------------|
| 601 | Replace Police and Code Vehicles | | 488,211 | | | | | 488,211 |
| 601 | Replace W.S Vehicles | | 350,000 | | | | | 350,000 |
| 601 | Stormwater Vehicles | | 110,000 | | | | | 110,000 |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| Total | | | 948,211 | - | - | - | - | 948,211 |

| Funding Source | Fund # | % Funding | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|----------------|--------|-------------|-------------|----------------|----------|----------|----------|----------|----------------|
| Gen Fund | 001 | 51% | | 488,211 | - | | | | 488,211 |
| W&S | 420 | 37% | | 350,000 | | | | | 350,000 |
| Storm Wtr | 490 | 12% | | 110,000 | | | | | 110,000 |
| | | | | | | | | | - |
| Total | | 100% | | 948,211 | - | - | - | - | 948,211 |

Budget Office Use Only

| | |
|--|------------------|
| | Funded |
| | Not Funded |
| | Partially Funded |
| | Pending |

| | | |
|---|----|---------|
| FY16 Operating Cost: | \$ | - |
| FY16 Capital Cost: | \$ | 948,211 |
| Future Years' Estimated Annual Cost: | \$ | - |

WATER

IN THIS SECTION:

- Upgrade of Existing Lime Softening Water Plant
- Water Line Replacement
- Water Main Improvement Project

FY16 Supplemental/CIP Request

| | | | |
|---|------------------------------|----------------|-------------|
| Project Description: Upgrade of Existing Lime Softening Water Plant | | | |
| Department: | Public Works - Water & Sewer | Project # | |
| Division: | Water Plant | Totals | \$1,737,995 |
| Account Number: | 420-10-646000-536-638-000 | Request Type | New Request |
| Project Location: | Water Plant | Priority Level | Improvement |

Objective:

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

Justification:

A Water Plant Feasibility Study was conducted to review the feasibility of upgrading the existing Lime Softening Treatment Plant, constructing a reverse osmosis (RO) Treatment Plant adjacent to the existing plant, and blending the water from different aquifers. The findings included a phased time schedule. The first phase of the Plant expansion is as follows: 1. Engineering and Design. 2. Biscayne Well Rehab and Piping. 3. Residuals handling. 4. New Building 5. Lime plant process upgrades. 6. (2) 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 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|--------------|---------------------|-------------|-----------|------------|-----------|-----------|----------|-------------------|
| 699 | Design | 2,407,203 | | | | | | 2,407,203 |
| 624 | Purchase Property | 699,527 | | | | | | 699,527 |
| 699 | Upgrades | 1,235,856 | 1,737,995 | 12,978,295 | 6,000,000 | 6,000,000 | | 27,952,146 |
| 704 | Interest Expense | | | | | | | - |
| 705 | Principal Payment | | | | | | | - |
| 699 | Bond Admin. & Fees | | | | | | | - |
| 699 | Property Demolition | 25,000 | | | | | | 25,000 |
| | | | | | | | | - |
| Total | | 4,367,586 | 1,737,995 | 12,978,295 | 6,000,000 | 6,000,000 | - | 31,083,876 |

| Funding Source | Fund # | % Funding | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|----------------|--------|-----------|-------------|-----------|------------|-----------|-----------|----------|-------------------|
| W & S | 420 | 100% | 4,367,586 | 1,737,995 | 12,978,295 | 6,000,000 | 6,000,000 | | 31,083,876 |
| | | | | | | | | | - |
| | | | | | | | | | - |
| Total | | 100% | 4,367,586 | 1,737,995 | 12,978,295 | 6,000,000 | 6,000,000 | - | 31,083,876 |

Budget Office Use Only

| | |
|--|------------------|
| | Funded |
| | Not Funded |
| | Partially Funded |
| | Pending |

| | | |
|---|----|------------|
| FY16 Operating Cost: | \$ | - |
| FY16 Capital Cost: | \$ | 1,737,995 |
| Future Years' Estimated Annual Cost: | \$ | 24,978,295 |

FY16 Supplemental/CIP Request

| | | | |
|--|---------------------------|----------------|------------------|
| Project Description: Water Line Replacement | | | |
| Department: | Public Works | Project # | |
| Division: | Water Distribution | Totals | \$300,000 |
| Account Number: | 420-10-649003-536-638-000 | Request Type | New Request |
| Project Location: | Water Plant | Priority Level | Critical Repairs |

Objective:

To fund a 30-year replacement schedule to replace water lines throughout the City of North Miami.

Justification:

The City annually budgets 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. Due to an 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.

Project Estimates:

| Object Code | Description | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|--------------|------------------------------|-------------|----------|----------|----------|----------|----------|------------------|
| 636 | 4,000 LF of lrg dia. pipe | 2,489,608 | 250,000 | 250,000 | 250,000 | 250,000 | 250,000 | 3,739,608 |
| 638 | 29,600 ft of small dia. pipe | 255,125 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 505,125 |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| Total | | 2,744,733 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 4,244,733 |

| Funding Source | Fund # | % Funding | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|----------------|--------|-----------|-------------|----------|----------|----------|----------|----------|------------------|
| W & S | 420 | 100% | 2,744,733 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 4,244,733 |
| | | | | | | | | | - |
| | | | | | | | | | - |
| | | | | | | | | | - |
| Total | | 100% | 2,744,733 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 4,244,733 |

Budget Office Use Only

| | |
|--|------------------|
| | Funded |
| | Not Funded |
| | Partially Funded |
| | Pending |

| | |
|---|--------------|
| FY16 Operating Cost: | \$ - |
| FY16 Capital Cost: | \$ 300,000 |
| Future Years' Estimated Annual Cost: | \$ 1,200,000 |

FY16 Supplemental/CIP Request

| | | | |
|----------------------|---------------------------------|--|------------------|
| Project Description: | Water Main Improvement Projects | | |
| Department: | Public Works | | Project # |
| Division: | Water Distribution | | Totals |
| Account Number: | 430-10-657000-536-636-000 | | \$3,000,000 |
| Project Location: | Various | | Request T |
| | | | New Request |
| | | | Priority L |
| | | | Critical Repairs |

Objective:

Water Main Improvements through-out the City which is identified in the system wide Hydraulic Model

Justification:

Water Main improvements as recommend by City consultant not for compliance with regulatory agencies. Water Main improvements will improve the city waster age, fire flow demands and system pressure. These upgrades will ensure system pressures are maintained, fire protection is provided and water quality required are meet under the Safe Drinking Water Program. Projects will be funded by Water & Sewer and Fire Flows Funds.

Project Estimates:

| Object Code | Description | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|--------------|------------------------|-------------|-----------|----------|----------|----------|----------|------------------|
| 636 | Water Main Improvement | 500,000 | 3,000,000 | | | | | 3,500,000 |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| Total | | 500,000 | 3,000,000 | - | - | - | - | 3,500,000 |

| Funding Source | Fund # | % Funding | Prior Years | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Total Estimate |
|----------------|------------|-----------|-------------|-----------|----------|----------|----------|----------|------------------|
| W & S | 420 | 83% | 500,000 | 2,500,000 | - | | | | 3,000,000 |
| W & S | 420 (fire) | 17% | | 500,000 | | | | | 500,000 |
| | | | | | | | | | - |
| | | | | | | | | | - |
| Total | | 100% | 500,000 | 3,000,000 | - | - | - | - | 3,500,000 |

Budget Office Use Only

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

FY16 Operating Cost: \$ -
FY16 Capital Cost: \$ 3,000,000
Future Years' Estimated Annual Cost: \$ -

Section Five:

Appendix

Glossary

Account: A term used to identify an individual asset, liability, encumbrance control, or fund balance.

Accounting Procedures: All processes which identify, record, classify and summarize financial information to produce financial records.

Accounting System: The total structure of records and procedures which discover, record, classify, summarize, and report information on the financial position and results of operations of a government or any of its funds, fund types, balanced account groups, organizational components.

Accrual Basis: The basis of accounting under which transactions are recognized when they occur, regardless of the timing of related cash flows.

Ad Valorem Tax Rate: Property tax assessed in proportion to the value of the property.

Amortization: The reduction of debt by regular payments of principal and interest sufficient to retire the debt by maturity.

Appraise: To make an estimate of value, particularly of the value of property. If the property is valued for purposes of taxation, the less-inclusive term “assess” is substituted.

Appropriation: An authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes. An appropriation is limited in amount to the time it may be expended.

Assessed Valuation: A valuation set upon real estate or other property by the County Assessor and the State as a basis for levying taxes.

Asset: Resources owned or held by a government which has monetary value.

Assigned Fund Balance: Amounts the City intends to use for a specific purpose that are neither restricted by external parties nor committed by City Council.

Authorized Positions: Employee positions, which are authorized in the adopted budget, to be filled during the year.

Balanced Budget: A budget in which planned funds available equal planned expenditures.

Bond: A written promise, generally under seal, to pay a specified sum of money, called the face value, at a fixed time in the future, called the date of maturity, and carrying interest at a fixed rate, usually payable periodically. Note: The difference between a note and a bond is that the latter usually runs for a longer period of time and requires greater formality.

Bonded Debt: That portion of indebtedness represented by outstanding bonds.

Bond Refinancing: The payoff and re-issuance of bonds, to obtain better interest rates and/or bond conditions.

Budget Calendar: The schedule of key dates which a government follows in the preparation and adoption of the budget.

Budget Message: A general discussion of the proposed budget as presented in writing by the budget-making authority to the legislative body.

Capital: Any item with an expected life of more than one year and a value of more than \$1,000, such as automobiles, trucks, furniture, buildings, land, etc.

Capital Budget: A plan of proposed capital outlays and CIP as well as the means of financing them for the current fiscal period.

Capital Improvements Program (CIP): A plan for capital outlay to be incurred each year over a fixed number of years to meet capital needs arising from the government’s long-term needs.

Capital Project: A Capital Project is a capital asset or improvement that costs at least \$50,000 and has a useful lifespan of five (5) years.

Capital Project Fund: A fund used to account for the acquisition of fixed assets or construction of major capital projects not financed by proprietary or nonexpendable trust funds.

Cash Basis: A basis of accounting in which transactions are recognized only when cash is increased or decreased.

Glossary

Central Performance Measures: The primary measures of performance in a department, where data is collected to determine how effective or efficient a program is in achieving its objectives.

Chart of Accounts: The classification system used by a City to organize the accounting for various funds.

Committed Fund Balance: Amounts that can be used only for the specific purposes determined by a formal action of the City Council, which is the highest level of decision making authority.

Communications Service Tax: A tax that is imposed on the retail sales of communication services including telecommunications, cable, and related services. Effective October 1, 2001, the Communications Service Tax Simplification Law replaced certain franchise and utility fees.

Comprehensive Plan: A State mandated plan which requires all units of local government to address their five year planning and development needs, including capital and infrastructure requirements.

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

Contingency: A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.

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

Debt Service: The cost of paying principal and interest in borrowed money according to a predetermined payment schedule.

Debt Service Requirements: The amounts of revenue which must be provided for a debt service fund so that all principal and interest payments can be made in full on schedule.

Deficit: An excess of liabilities and reserves of a fund over its assets.

Department: The basic organizational unit of government which is functionally unique in its delivery of service.

Depreciation: (1) Expiration in service life of fixed assets, other than wasting assets, attributable to wear and tear through use and lapse of time, obsolescence, inadequacy, or other physical or functional cause. (2) The portion of the cost of a fixed asset charge as an expense during a particular period. **Note:** The cost of a fixed asset is prorated over the estimated service life of such asset and each period is charged with part of such cost so that ultimately the entire cost of the asset is charged off as an expense. In governmental accounting, depreciation may be recorded in propriety funds and trust funds where expenses, net income, and/or capital maintenance are measured.

Development of Regional Impact (DRI): Any development which, because of its character, magnitude, or location, would have a substantial effect upon the health, safety, or welfare of citizens of more than one county.

Encumbrances: Obligations in the form of purchase orders which are chargeable to an appropriation and for which a part of the appropriation is reserved. They cease to be encumbrances when paid or when the actual liability is set up.

Enterprise Fund: A fund established to finance and account for operations (1) that are financed and operated in a manner similar to private business enterprises--which the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (2) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control accountability, or other purposes being those for utilities, swimming pools, and airports. Examples of enterprise funds are those for utilities, swimming pools, and airports.

Entitlements: Payments to which local governmental units are entitled, pursuant to an allocation formula determined by the agency providing the monies, usually the state or the federal government.

Glossary

Expenditures: If the accounts are kept on the accrual basis, this term designates total charges incurred, whether paid or unpaid including expenses, provisions for retirement of debt not reported as a liability of the fund from which retired, and capital outlays. If they are kept on the cash basis, the term covers only actual disbursements for these purposes. **Note:** Encumbrances are not considered expenditures.

Expenses: Charges incurred, whether paid or unpaid for operation, maintenance, interest, and other charges which are presumed to benefit the current fiscal period. **Note:** legal provisions make it necessary to treat as expenses charges whose benefits extend over future periods. For example, purchase of materials and supplies which may be used over a period of more than one year and payments for insurance which may be used over a period of more than one year and payments for insurance which is to be in force for longer than one year frequently must be charged in their entirety to the appropriation of the year in which they are incurred and classified as expenses of that year even though their benefit extends also to other periods.

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

Fiscal Year: A twelve-month period of time to which the annual budget applies and at the end of which entity determines its financial position and results of operations. The City's fiscal year begins October 1 and ends September 30.

Forecast: To estimate or calculate in advance; to serve as advance indication of.

The Forbearance Agreement: A legally binding agreement between the City and certain parties owning land within the City that originated as a result of the sale of the massive MacArthur Foundation landholdings within the City circa 1998. At the time, a temporary building moratorium was contemplated that would have allowed City staff time to address various issues resulting from the anticipated acceleration of development within the City. In an effort to avoid such a moratorium, the Forbearance Agreement was created

and adopted establishing a means by which the City could address the anticipated acceleration of development, including but not limited to, forbearing the application to the City for development permits for a specified period of time and limiting the density and intensity of the former MacArthur Foundation land.

Franchise Fee: A fee paid for a special privilege granted by a government permitting the right to use public property, such as city streets and rights of way, for the placing and maintaining of equipment and property.

Fund: An independent fiscal accounting entity with a self-balancing set of accounts recording cash and/or other resources, together with all related liabilities, obligations, reserves, and equities which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

Fund Accounts: All accounts necessary to set forth the financial operations and financial condition of a fund.

Fund Balance: The excess of a fund's assets over its liabilities.

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

General Obligation Debt: Bonds backed by the full faith and credit of government, which provides a pledge of the general taxing power for the payment of debt obligations.

Goal: A statement of broad direction, purpose or intent based on the needs of the community. A goal is general and timeless; that is, it is not concerned with a specific achievement in a given period.

Governmental Funds: Funds generally used to account for tax-supported activities. There are five different types of governmental funds: the general fund, special revenue funds, debt service funds, capital projects funds, and permanent funds.

Glossary

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

Homestead Exemption: Pursuant to the Florida State Constitution, the first \$25,000 of assessed value of a home which the owner occupies as principal residence is exempt from the property tax.

Income: This term is used in accounting for governmental enterprises and represents the excess of the revenues earned over the expenses incurred in carrying on particular phases of an enterprise's activities. As indicated elsewhere, the excess of the total revenues over the total expenses of the utility for a particular accounting period is called "net income".

Intergovernmental Revenues: Revenues from other governments in the form of grants, entitlements, shared revenues or payments in lieu of taxes.

Internal Service Fund: A fund used to account for operations that provide services to other department on a cost-reimbursement basis.

Inventory: A detailed list showing quantities, descriptions, and values of property; also units of measure and unit prices. Note: The term is often confined to consumable supplies but may also cover fixed assets.

Levy: (Verb) To impose taxes, special assessments or service charges for the support of governmental activities. (Noun) The total amount of taxes, special assessments or service charges imposed by a government.

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

Liquidate: To pay off a debt, claim, or obligation. To convert assets into cash.

Long-Term Debt: Debt with a maturity of more than one year after the date of issuance.

Millage: A computation in a unit referred to as a mill. A mill is equal to 1/1000 of a US dollar or 1/10 of a cent.

Modified Accrual Basis: The accrual basis of accounting adopted to the governmental fund type. It is a modified version of the full accrual basis of accounting that, in general, measures financial flow (tax and spend) of an organization, rather than capital accumulation (profit or loss).

Moratorium: Any suspension of activity.

Net Budget: The legally adopted budget less all interfund transfers and interdepartmental charges.

Non-Spendable Fund Balance: Amounts that cannot be spent because they are not in spendable form, such as prepaid expenditures and inventory.

Objective: Something to be accomplished in specific, well-defined, and measurable terms and that is achievable within a specific time frame.

Operating Costs: Outlays for such current period items as expendable supplies, contractual services, and utilities.

Ordinance: A formal legislative enactment by the governing board of a municipality. If it is not in conflict with any higher form of law, such as a state statute or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies. The difference between an ordinance and a resolution is that the later requires less legal formality and has a lower legal status. Ordinarily, the statutes or charter will specify or imply those legislative actions which must be by ordinance and those which may be by resolution.

Pay-As-You-Go Basis: A term used to describe a financial policy by which capital outlays are financed from current revenues rather than through borrowing.

Performance Indicators: Specific quantitative and qualitative measures of work performed as an objective of specific departments or programs.

Performance Measure: Data collected to determine how effective or efficient a program is in achieving its objectives.

Glossary

Personnel Services: Expenditures for salaries, wages, and fringe benefits of a government's employees.

Property Tax: A tax levied on the assessed value of real property. This tax is also known as ad valorem tax.

Proprietary Funds: Funds that focus on the determination of operating income, changes in net assets (or cost recovery), financial position, and cash flows. There are two different types of proprietary funds: enterprise funds and internal service funds.

Purchase Order: A document which authorizes the delivery of specified merchandise or the rendering of certain services, establishes their costs, and creates a commitment on both the provider and receiver of the product or services.

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

Resolution: A special or temporary order of a legislative body; an order of a legislative body requiring less legal formality than an ordinance or statute.

Restricted Fund Balance: Amounts that can only be spent for the specific purpose stipulated by an external party e.g., creditors.

Retained Earnings: An equity account reflecting the accumulated earnings of an Enterprise Fund or Internal Service Fund.

Revenue Bonds: Bonds whose principal and interest are payable exclusively from earnings of an enterprise fund. In addition to a pledge of revenues, such bonds sometimes contain a mortgage on the enterprise fund's property.

Revenues: (1) Increases in governmental fund type net current assets from other than expenditure refunds and residual equity transfers. (2) Increases in the net total assets of a proprietary fund type from other than expense refunds, capital contributions, and residual equity transfers.

Roll-Back Rate: A reduction of prices or wages to a previous lower level by governmental action or direction.

Special Assessment: A compulsory levy made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties.

Special Revenue Fund: A fund used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

Surplus: An excess of the assets of a fund over its liabilities and reserved equity.

Tax Increment Financing: A method of financing whereby increased tax revenue generated from a project is used to help pay for the construction of the project.

Taxable Value: The assessed value of property minus the homestead exemption and any other exemptions which may be applicable.

Taxes: Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments.

Tax Rate: The amount of tax stated in terms of a unit of the tax base; for example, 25 mills per dollar of assessed valuation of taxable property.

Tax Rate Limit: The maximum rate at which a government may levy a tax. The limit may apply to taxes raised for a particular purpose, or to taxes imposed for all purposes, and may apply to a single government, to a class of governments or to all governments operating in a particular area. Overall tax rate limits usually restrict levies for all purposes and of all governments, state and local, having jurisdiction in a given area.

Tax Roll: The official list showing the amount of taxes levied against each taxpayer or property. Frequently, the tax roll and the assessment roll are combined, but even in these cases the two can be distinguished.

Glossary

Transfer: Amounts distributed from one fund to finance activities in another fund. Shown as a requirement in the originating fund and a revenue in the receiving fund.

Truth-in-Millage Law: Also called the TRIM bill. A 1980 law enacted by the Florida legislature that changed the budget process for local taxing agencies. It was designed to keep the public informed about the taxing intentions of the various taxing authorities.

Trust Funds: Funds used to account for assets held by a government in a trustee capacity for individuals, private organizations, other government and/or other funds.

Unassigned Fund Balance: The residual classification for the general fund and includes amounts that are not contained in other classifications.

User Charge: The payment of a fee for direct receipt of a public service by the party who benefits from the service.

Acronyms

BRPO: Acronym for Bioscience Research Protection Overlay, which protects the lands which have been identified for the bioscience research/biotechnology industry.

CPM: Acronym for Central Performance Measure.

EAR: Acronym for Evaluation and Appraisal Report.

EDE: Acronym for Economic Development Element.

FAU: Acronym for Florida Atlantic University. (www.fau.edu) Florida Atlantic University opened in 1964 as the first public university in southeast Florida, and now serves approximately 26,000 students on seven campuses stretching from Port St. Lucie to Davie.

FDOT: Acronym for Florida Department of Transportation (www.dot.state.fl.us).

FLUE: Acronym for Future Land Use Element.

FLUM: Acronym for Future Land Use Map

FRS: Acronym for the Florida Retirement System (www.myfrs.com)

FTE: Acronym for full time equivalent employee.

GAAP: Acronym for Generally Accepted Accounting Principles (www.fasab.gov) Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules, and procedures that define accepted accounting principle.

HOA: Acronym for Homeowners Association.

LDR: Acronym for Land Development Regulations, which refers to the section of the City's Code that provides development standards, criteria, and regulations consistent with the City's Comprehensive Plan

NCCI: Acronym for National Council on Compensation Insurance (www.ncci.com)

NCDC: Acronym for North County Dispatch Center

POA: Acronym for Property Owners Association

TRIM: Acronym for Truth in Millage – see Truth in Millage Law.