NORTH MIAMI
FLORIDA

FY 2015-2016

Adopted Annual Budget

NORTH MIAMI INCORPORATED 1926 SEAL MIAMI-DADE COUNTY, FLORIDA

NorthMiamiFL.gov

CITY OF NORTH MIAMI, FLORIDA

Adopted Annual Operating Budget for

Fiscal Year 2015-2016

Submitted by:

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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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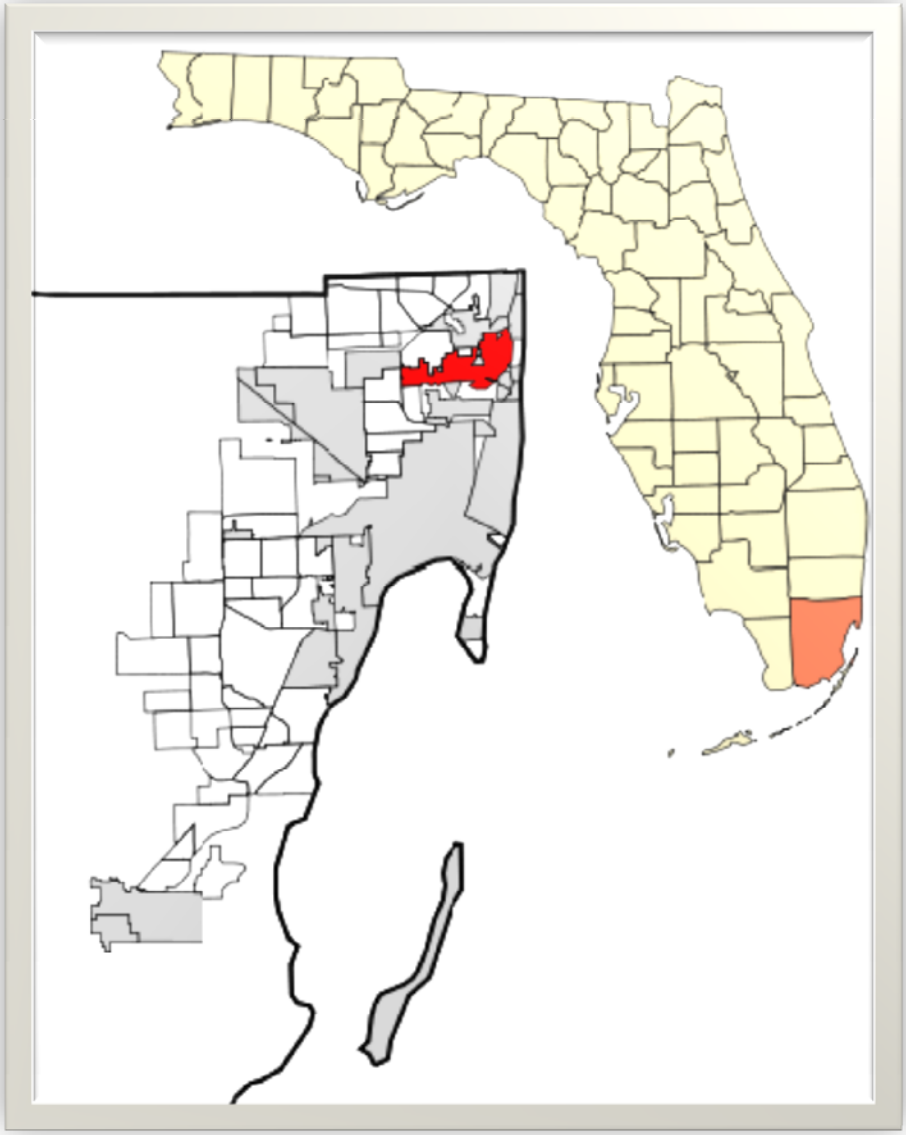
City Overview

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, s ingle family homes and apartment condominiums, both rental and owner-occupied, to multi-million dollar estates overlooking beautiful Biscayne Bay.

Our History

The city of North Miami is a unique community that has a rich history dating back to the late 1800's. Early settlers, Charles G. Ihle and David Burckhart, saw unbounded opportunities in an area covered with swamps and mangroves. The original settlement grew into a community, known as Arch Creek, which eventually became incorporated on February 5, 1926 as the Town of Miami Shores. The devastating hurricane of 1926 stifled the town's initial growth. Along with economic hard times, the town's name "Miami Shores" was not ratified by the Florida legislature and other developers were granted use of the name to a neighboring municipality. On July 24, 1931, the Town of Miami Shores became the Town of North Miami, which evolved into the City of North Miami when its charter was established in the 1950's.

Our Government

The City's charter provides for a Mayor, elected city-wide, that serves up to two consecutive two-year terms and four Council members, elected by district to serve up to two consecutive four-year terms. The term limit was amended by referendum in August 2010 and will take effect with the 2013 election.

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

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

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

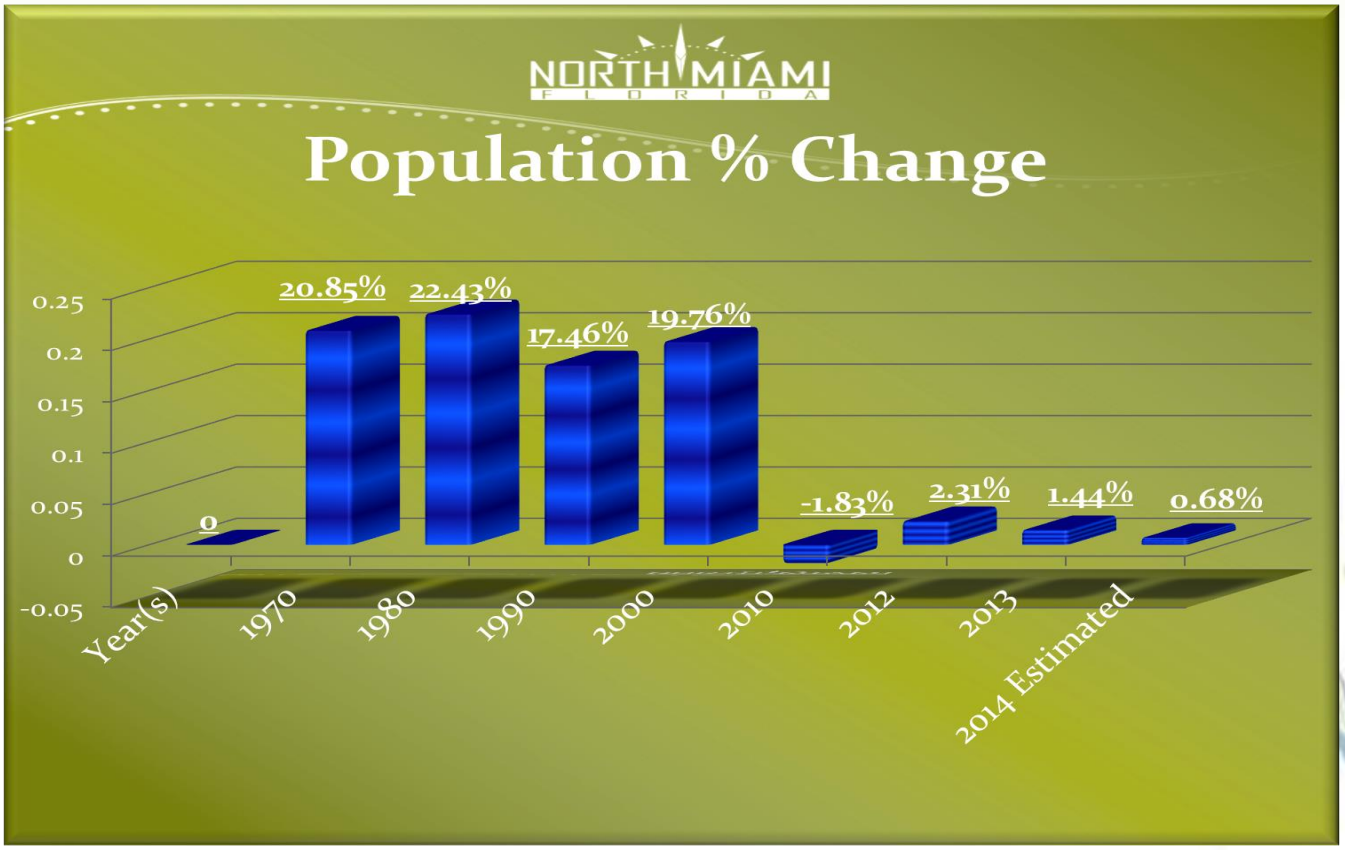
Our Community

In 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.

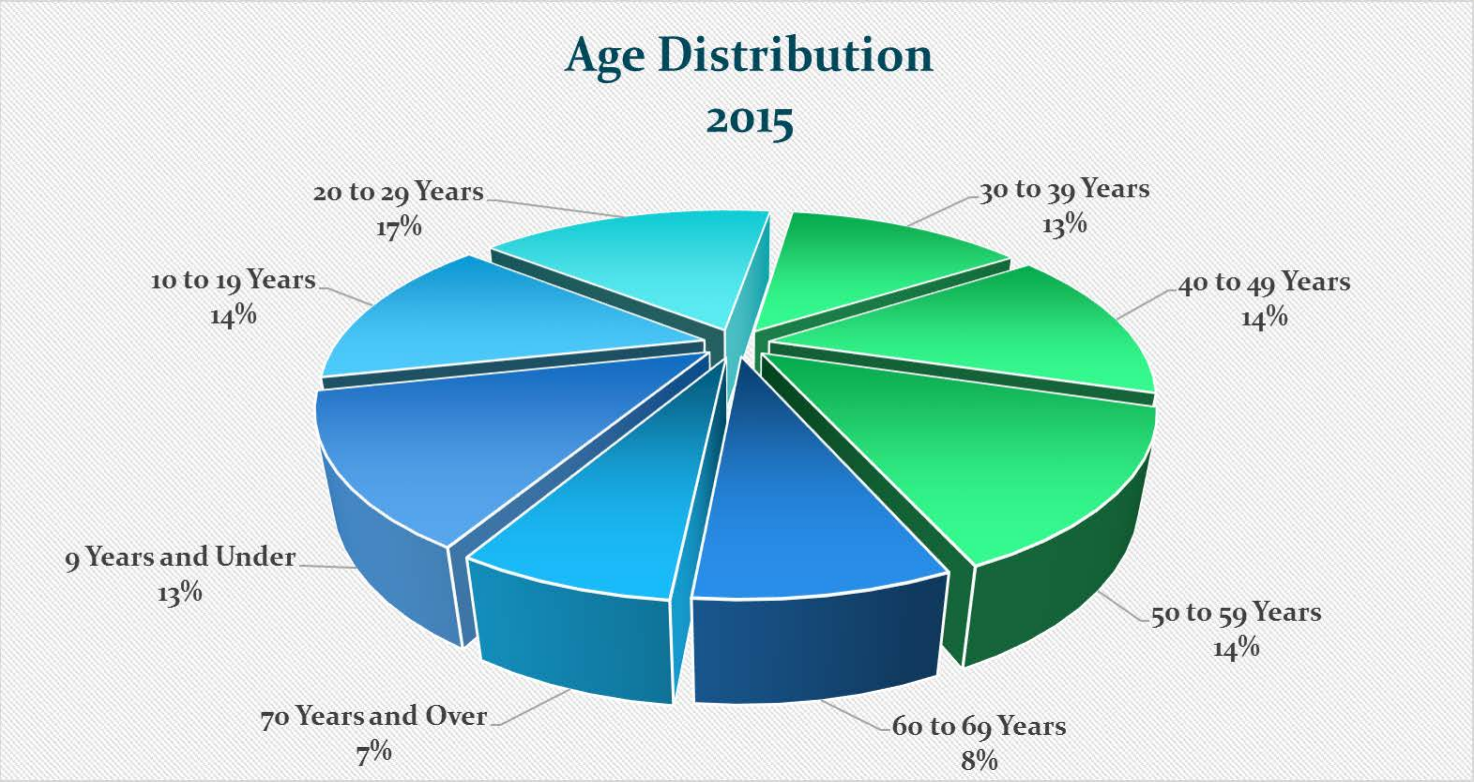
Affordability and quality are some of the great advantages of living and doing business in North Miami. The City of North Miami continues to work with Oleta Partners, LLC, after entering into a 99-year lease for the 183.8 acre property formerly known as Biscayne Landing in 2012. The development of this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

Economy and Demographics



U.S. Census Bureau (http://www.census.gov/en.html)

Economy and Demographics



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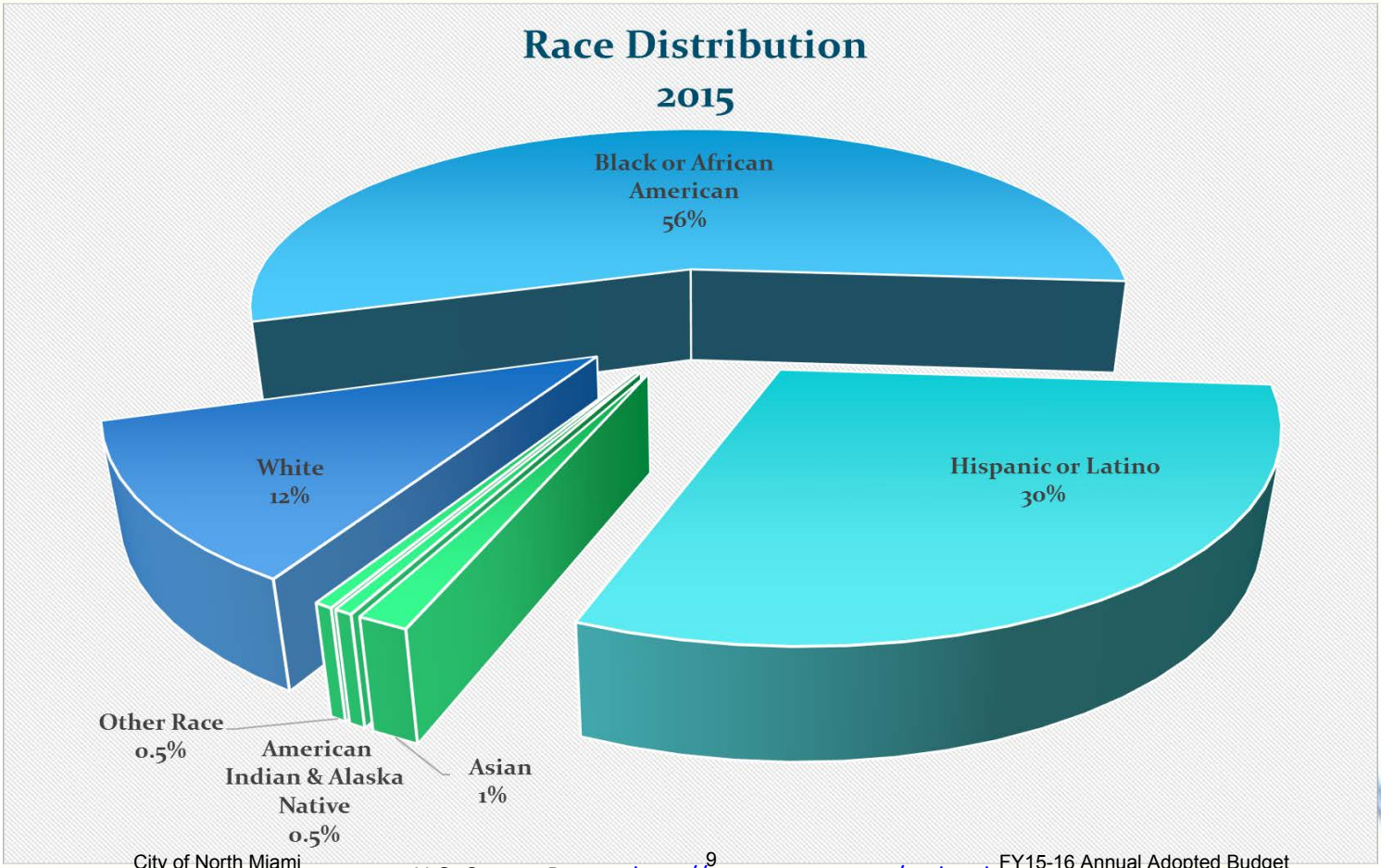


U.S. Census Bureau http://www.census.gov/en.html

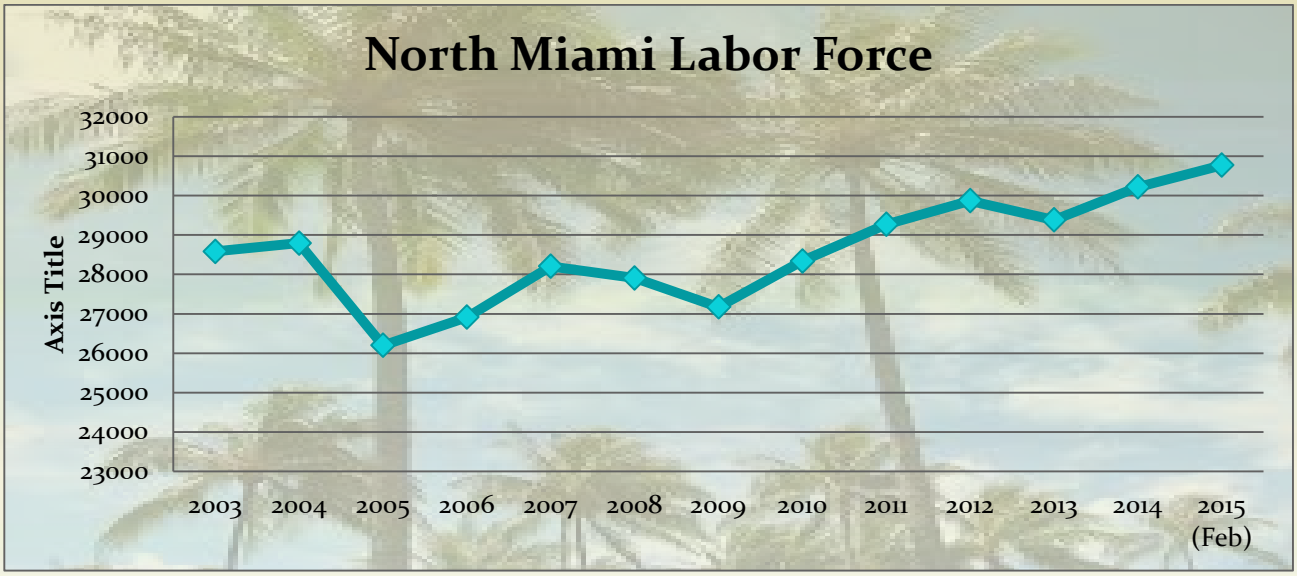
Economy and Demographics

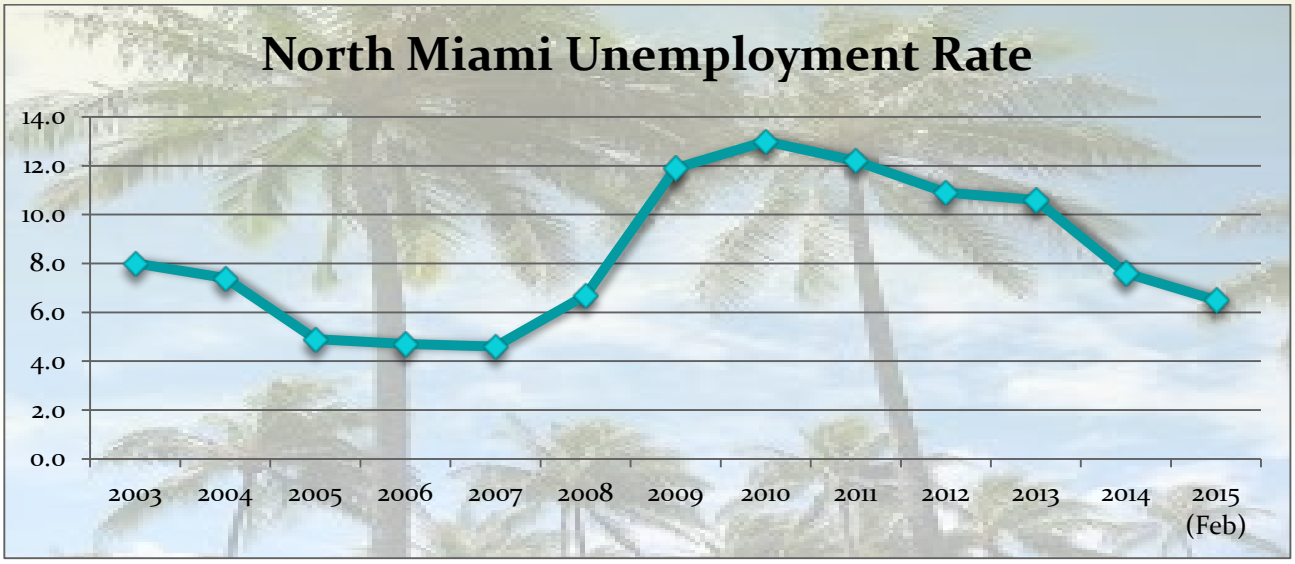
Education
Elementary Schools
Benjamin Franklin Elementary School Biscayne Gardens Elementary School Gratigny Elementary North Miami Elementary School Natural Bridge Elementary School W. J. Bryan Elementary School
Middle Schools
Thomas Jefferson Middle School North Miami Middle School
High Schools
Alonzo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

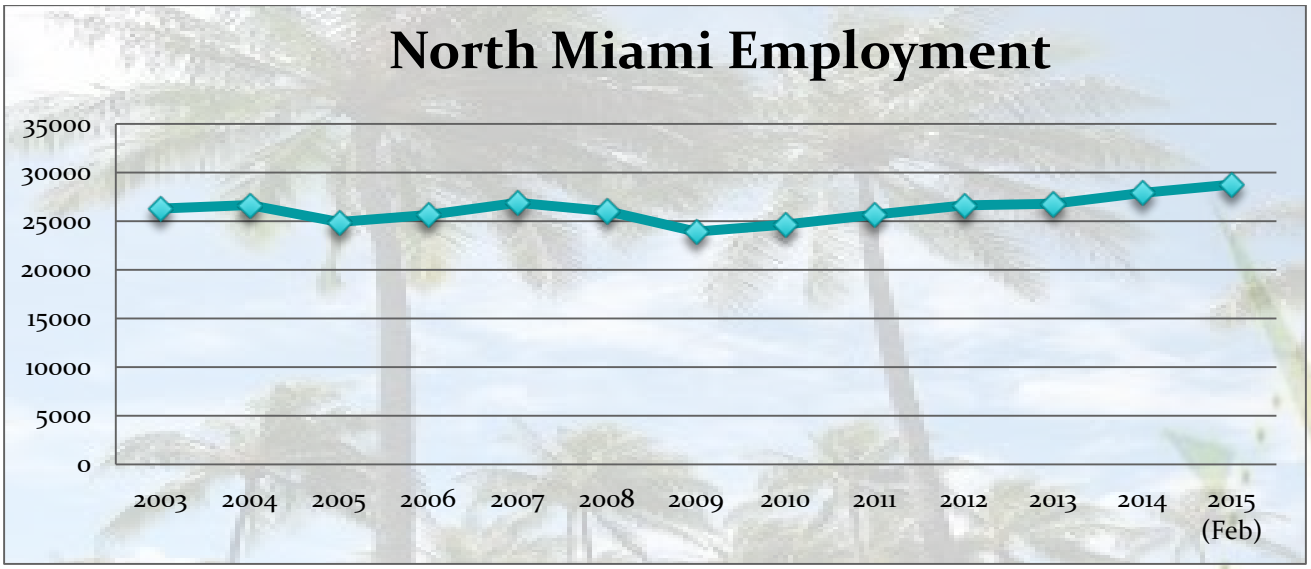
EDUCATION	PERCENT
Less than 9th grade	12.05%
9th to 12th grade, no diploma	13.44%
High school graduate (includes equivalency)	30.84%
Some college, no degree	18.92%
Associate's degree	7.09%
Bachelor's degree	10.95%
Graduate or professional degree	6.71%

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

Economy and Demographics

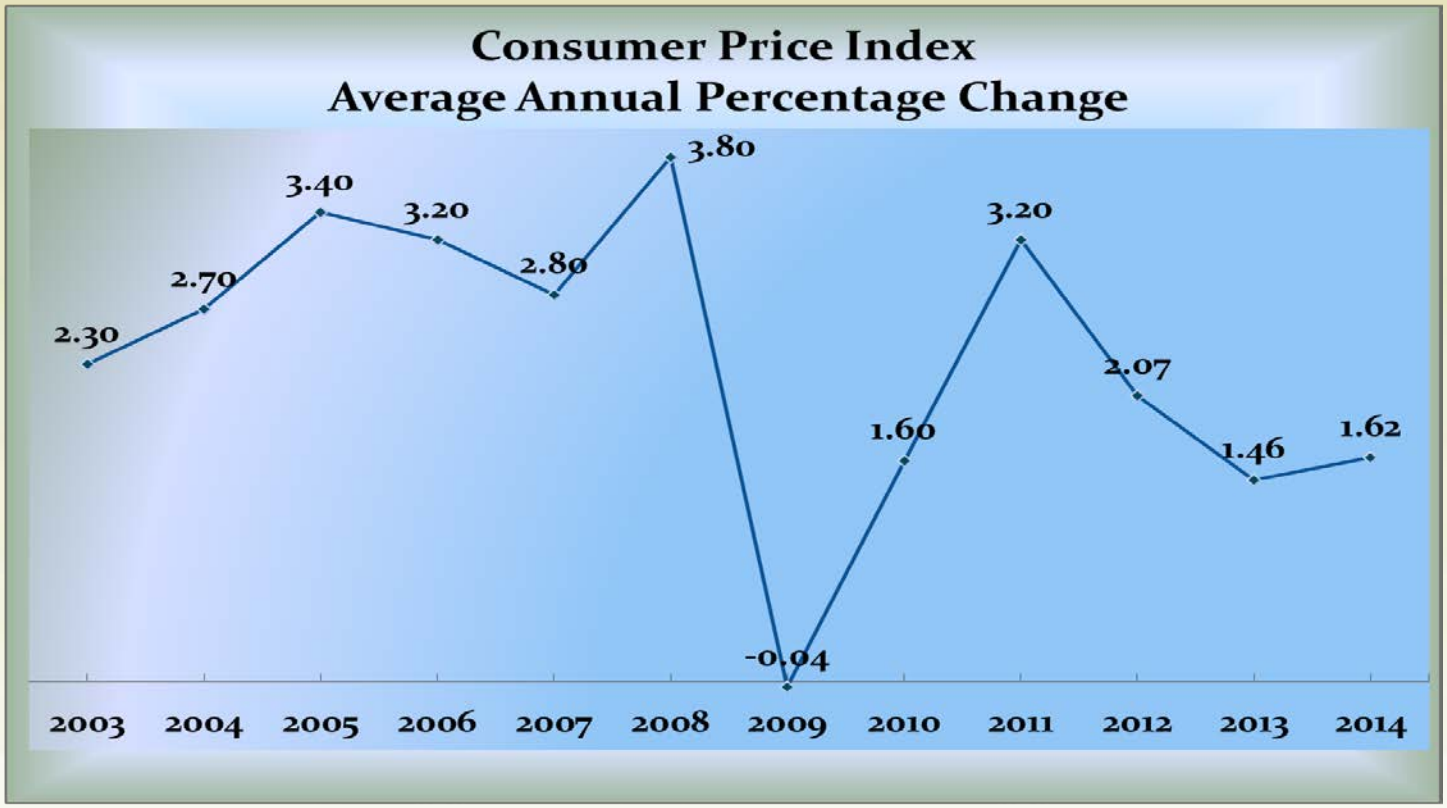






Bureau of Labor Statistics http://www.bls.gov/cpi/

Economy and Demographics



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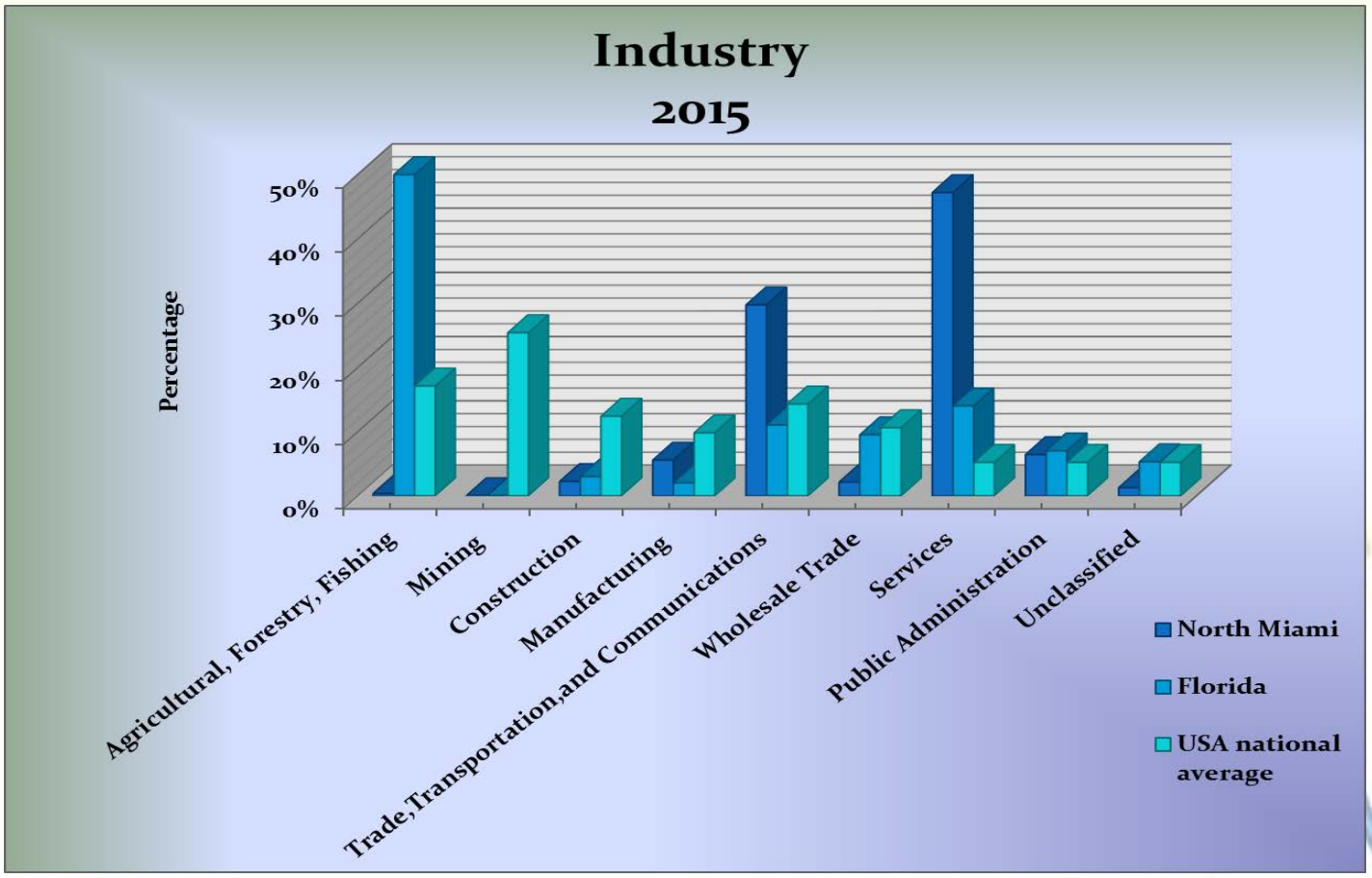

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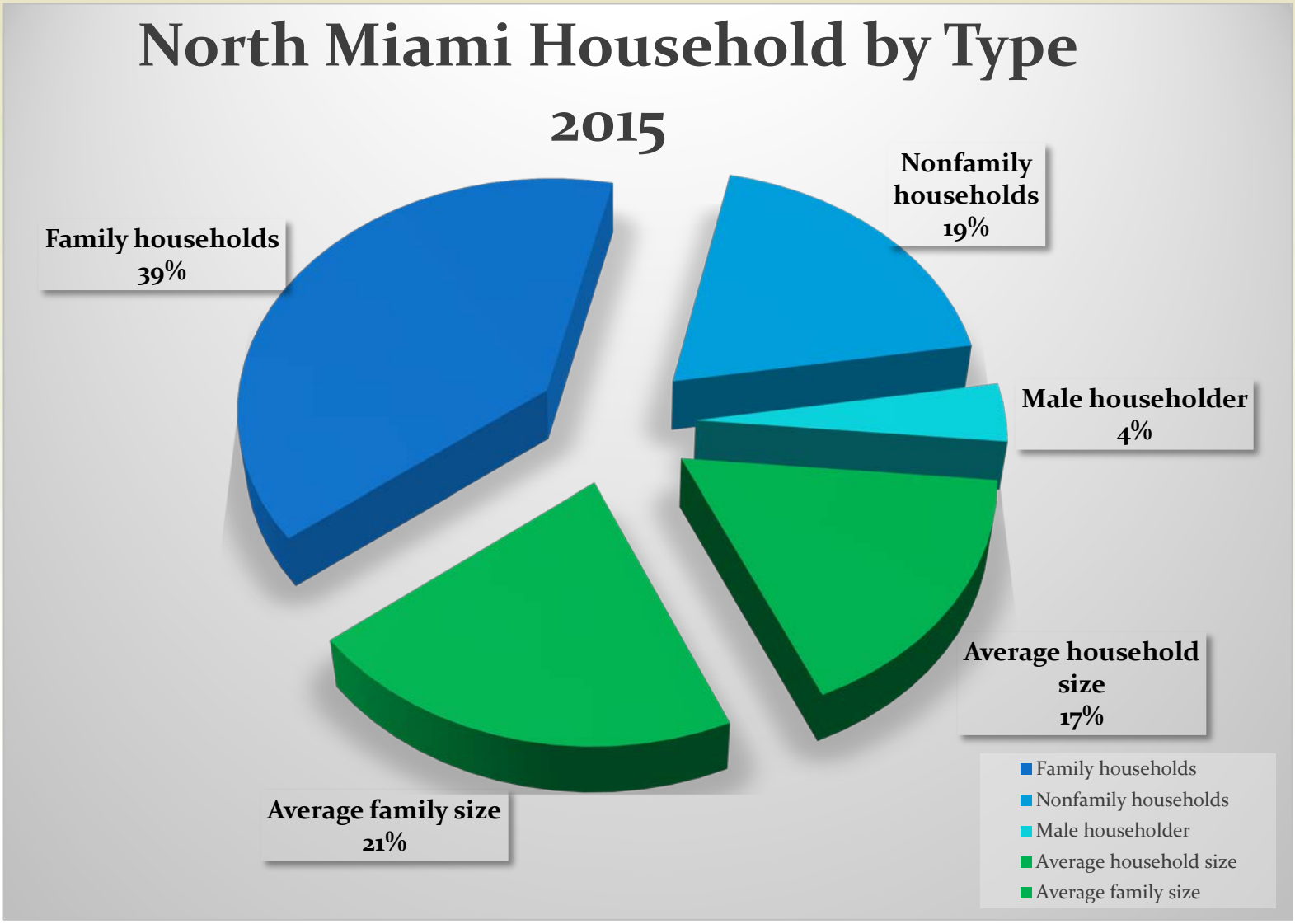


2015 Housing Tenure	
Owner-occupied housing units	50.2%
Renter-occupied housing units	49.8%

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

Economy and Demographics

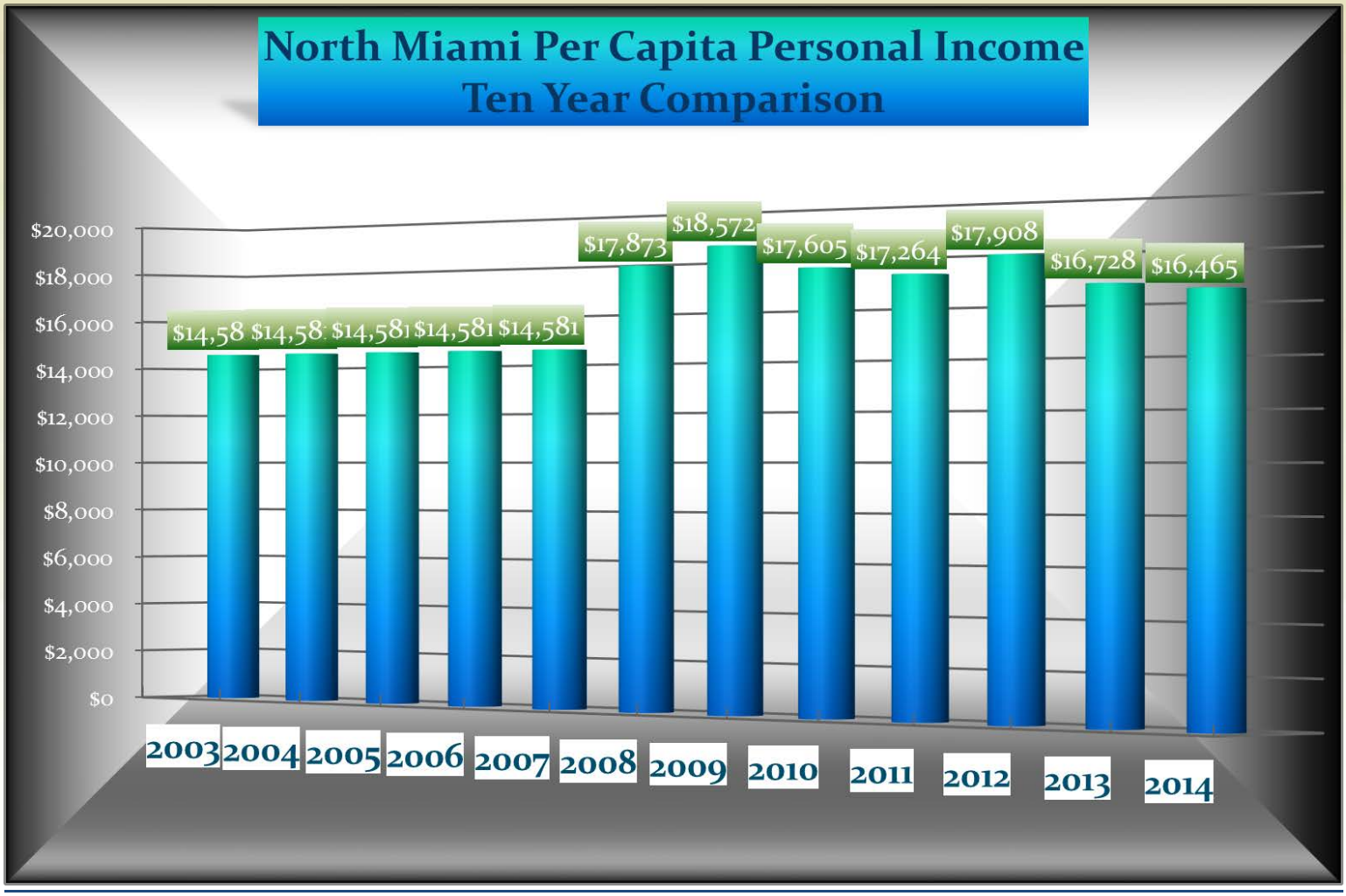
2015 North Miami Top Establishments		
Businesses	Totals	Rank
Health and Medical Services	183	1
Real Estate	181	2
Banks and Financial Institutions	162	3
Professional Services	142	4
Specialty Stores	128	5
Business Services	124	6
Beauty and Barber Shops	118	7
Legal Services	116	8
Restaurants	110	9
Durables 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



Miami-Dade Property Appraiser

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.

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 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

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:

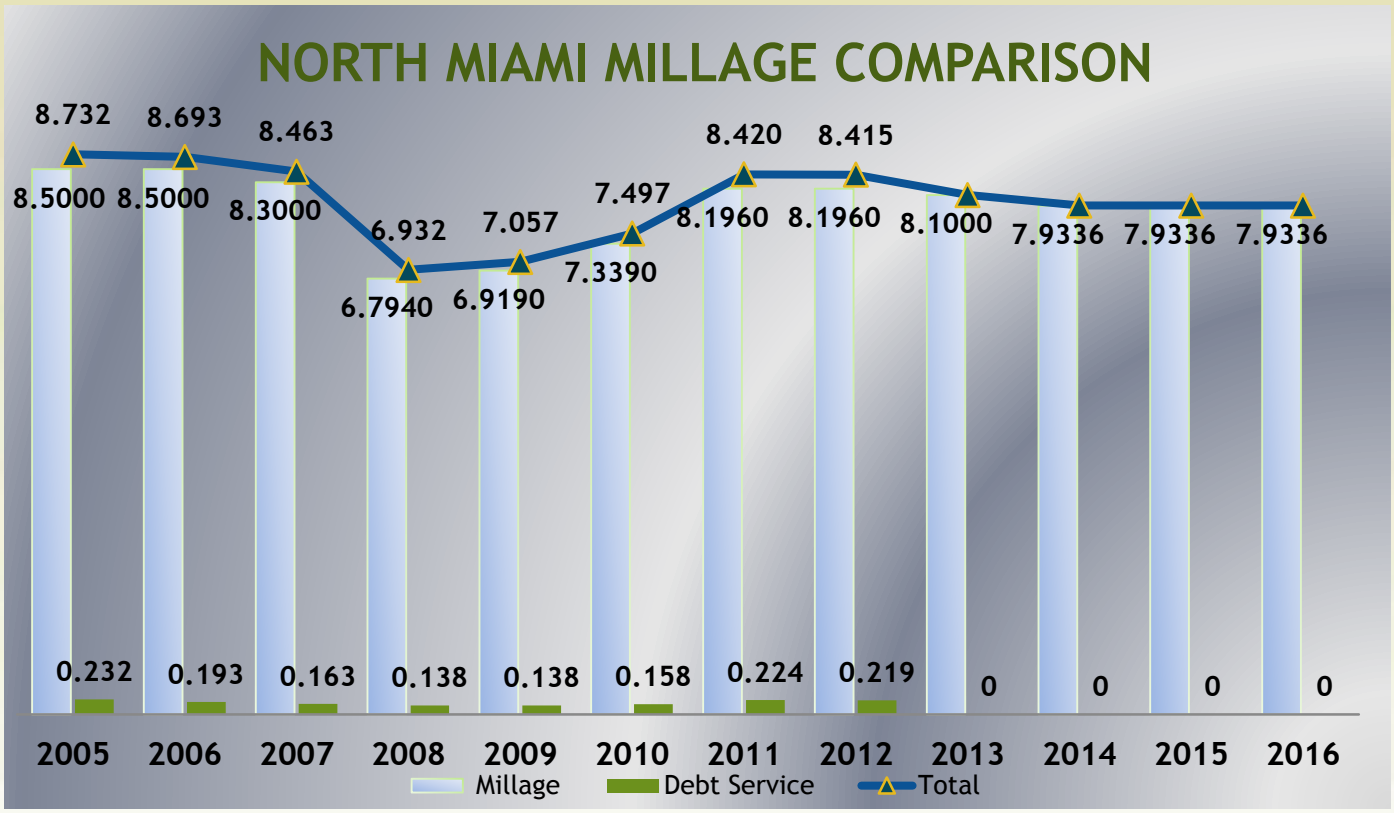
- Within 35 days the City Manager must have submitted the proposed budget to Council and delivered the DR-420 to the Property Appraiser.
- Between 65-80 days from date of certification (September 3-18) the City must hold a tentative budget and millage hearing. This hearing cannot be held sooner than 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.

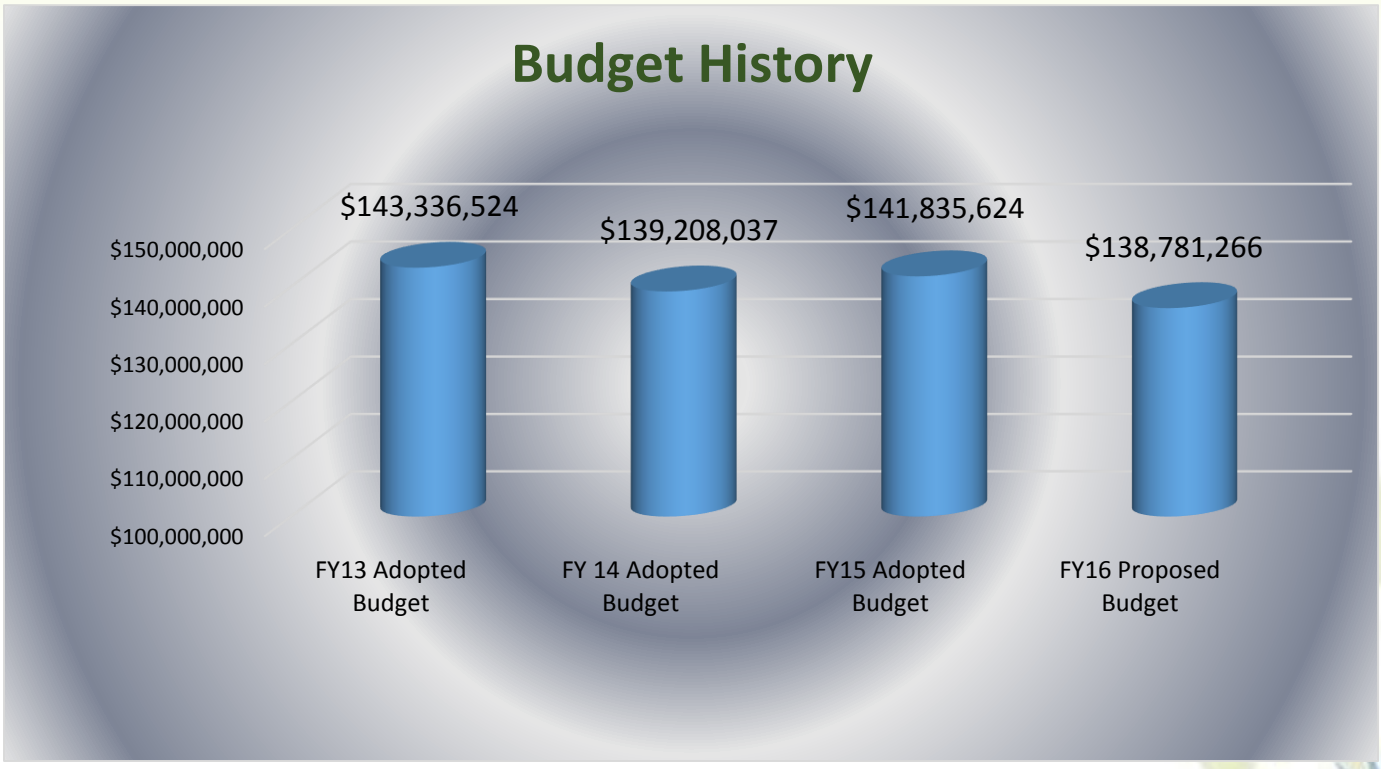
After Value Adjustment Board (VAB) hearings are held, the Property Appraiser will certify the final adjusted value to the City. This happens after the Tax Collector mails the tax bills in November, as opposed to waiting until the VAB hearings have been held before billing. This could happen if the Tax 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.

BUDGETARY ACCOUNTING

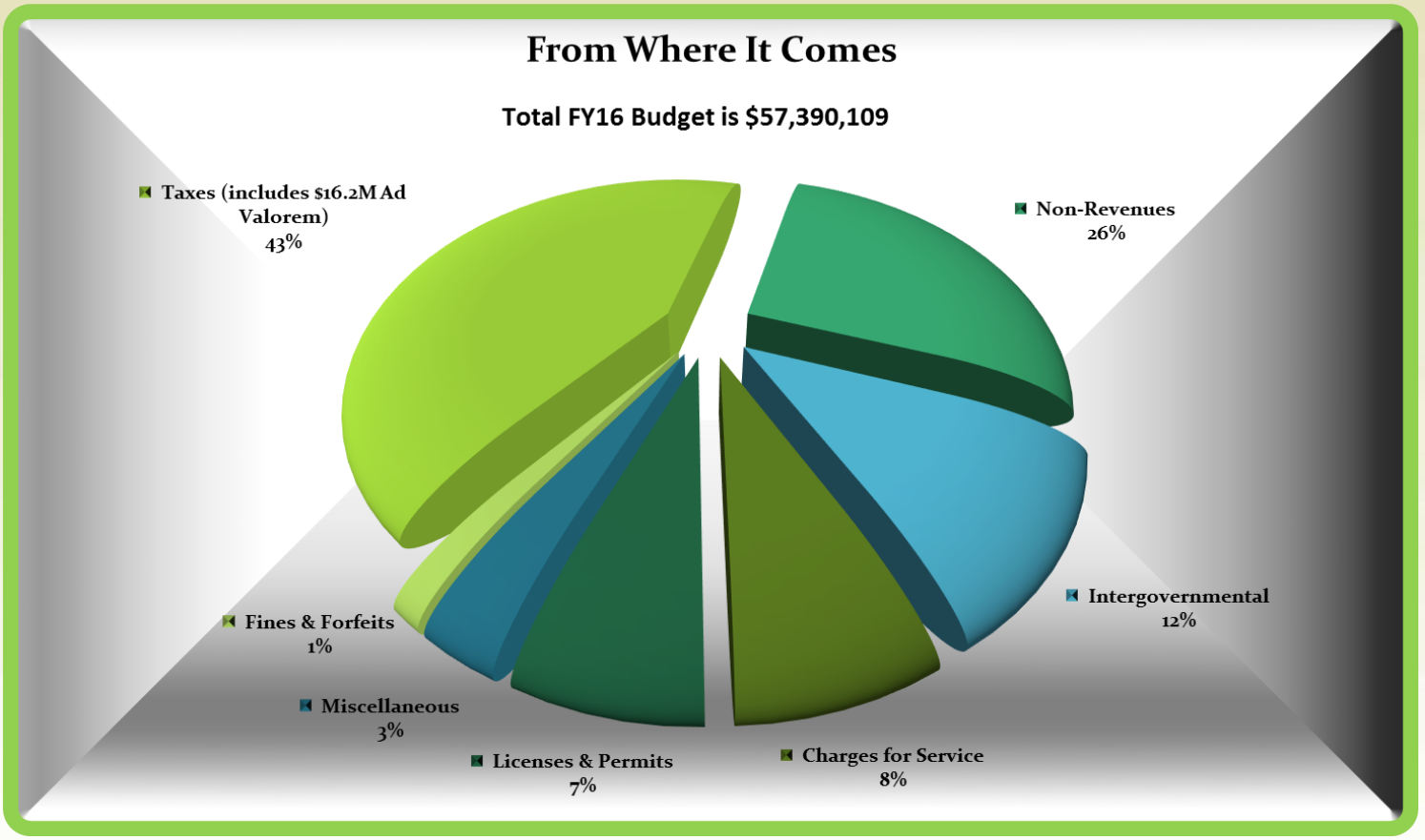
The annual operating budget balances operating expenditures with operating revenues. The City budgets for governmental funds, which include the General Fund, Special Revenue Funds and Capital Funds, based on the modified accrual basis of accounting. Under this method, revenues (income) are recognized 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.


NORTH MIAMI MILLAGE COMPARISON
8.732
8.693
8.463
6.932
7.057
7.497
8.420
8.415
8.1000
7.9336
7.9336
7.9336
8.5000
8.5000
8.3000
6.7940
6.9190
7.3390
8.1960
8.1960
0.232
0.193
0.163
0.138
0.138
0.158
0.224
0.219
0
0
0
0
2005
2006
2007
2008
2009
2010
2011
2012
2013
2014
2015
2016
Millage
Debt Service
Total


Budget History
$143,336,524
$139,208,037
$141,835,624
$138,781,266
$150,000,000
$140,000,000
$130,000,000
$120,000,000
$110,000,000
$100,000,000
FY13 Adopted Budget
FY 14 Adopted Budget
FY15 Adopted Budget
FY16 Proposed Budget

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

Major Revenue Sources

TAXES

Taxes	*FY14 Actuals*	*FY15 Y/E Estimates*	*FY16 Budget*
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

Licenses & Permits	*FY14 Actuals*	*FY15 Y/E Estimates*	*FY16 Budget*
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

Intergovernmental Revenue	*FY14 Actuals*	*FY15 Y/E Estimates*	*FY16 Budget*
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

Charges for Services	*FY14 Actuals*	*FY15 Y/E Estimates*	*FY16 Budget*
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**

FINE AND FORFEITS

Fines and Forfeits	FY14 Actuals	FY15 Y/E Estimates	FY16 Budget
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

Miscellaneous Revenues	FY14 Actuals	FY15 Y/E Estimates	FY16 Budget
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**

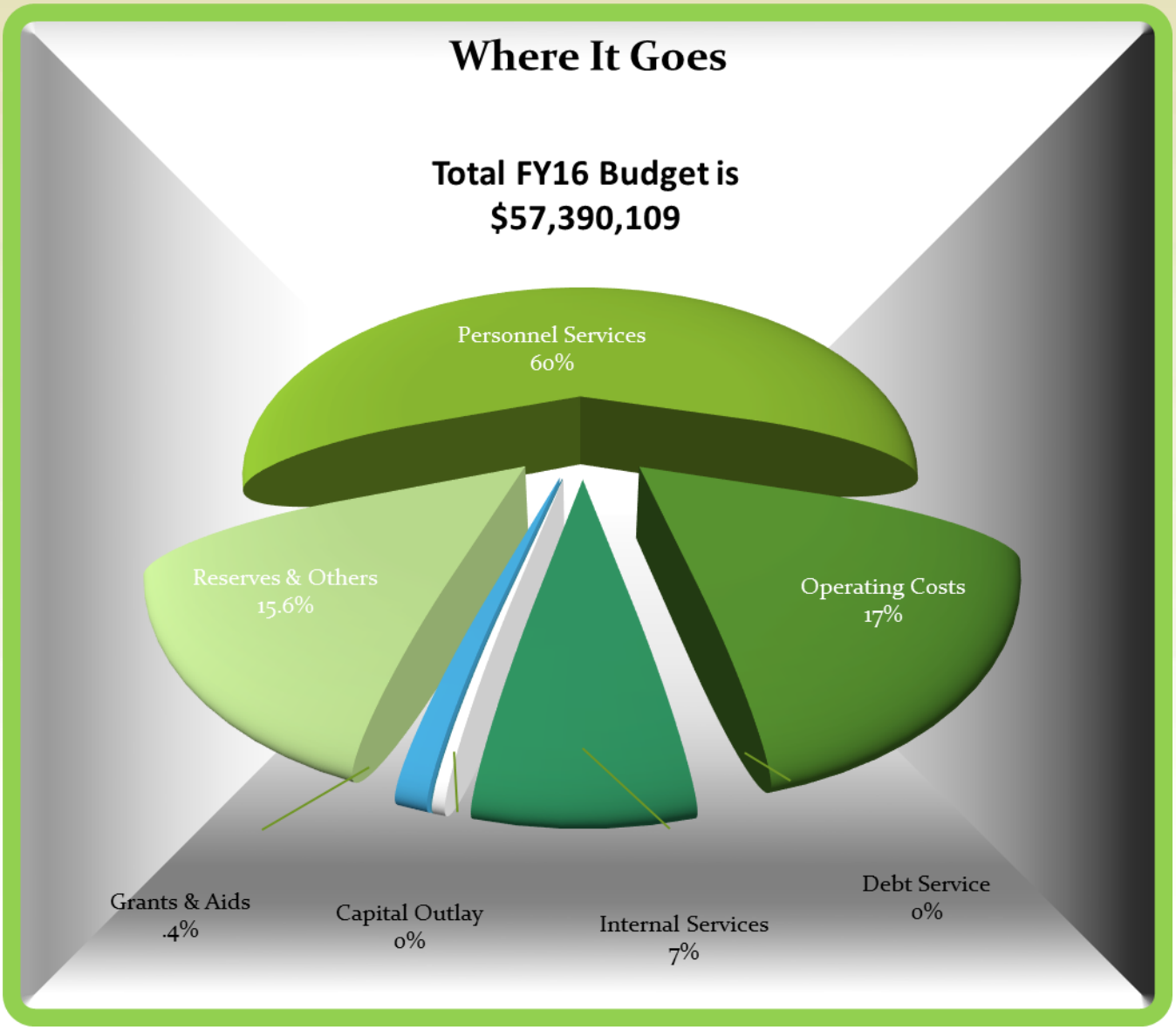
NON-REVENUES

Non-Revenues	FY14 Actuals	FY15 Y/E Estimates	FY16 Budget
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

TRANSFERS OUT	FY14 Actuals	FY15 Y/E Estimates	FY16 Budget
TRANSFERS OUT	**0**	**-79,498**	**0**
TOTALS	**0**	**-79,498**	**0**

Revenue Sources	FY 16 Proposed Budget
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**



Personnel: $34,177,428

Operating: $9,849,158

Internal Service: $4,041,136

Capital Outlay: $241,200

Grants: $618,700

Reserves: $8,462,487

Expenditures by Department with Variance

DEPARTMENT	FY14 ACTUAL EXPENSE	FY15 ADOPTED BUDGET	FY15 ESTIMATED EXPENSE	FY16 PROPOSED BUDGET	INCREASE (DECREASE)	PERCENT CHANGE
General Fund						
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%

SPECIAL REVENUE FUNDS	FY14 ACTUAL EXPENSE	FY15 ADOPTED BUDGET	FY15 ESTIMATED EXPENSE	FY16 PROPOSED BUDGET	INCREASE (DECREASE)	PERCENT CHANGE
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 ACTUAL EXPENSE	FY15 ADOPTED BUDGET	FY15 ESTIMATED EXPENSE	FY16 PROPOSED BUDGET	INCREASE (DECREASE)	PERCENT CHANGE
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 FUND	**2,079,225**	**1,786,450**	**2,033,138**	**1,786,138**	**(312)**	**0%**

CAPITAL PROJECTS FUNDS	FY14 ACTUAL EXPENSE	FY15 ADOPTED BUDGET	FY15 ESTIMATED EXPENSE	FY16 PROPOSED BUDGET	INCREASE (DECREASE)	PERCENT CHANGE
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 FUN	**4,793,591**	**315,693**	**602,650**	**289,187**	**(26,506)**	**-8%**

ENTERPRISE FUNDS	FY14 ACTUAL EXPENSE	FY15 ADOPTED BUDGET	FY15 ESTIMATED EXPENSE	FY16 PROPOSED BUDGET	INCREASE (DECREASE)	PERCENT CHANGE
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 ACTUAL EXPENSE	FY15 ADOPTED BUDGET	FY15 ESTIMATED EXPENSE	FY16 PROPOSED BUDGET	INCREASE (DECREASE)	PERCENT CHANGE
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%**

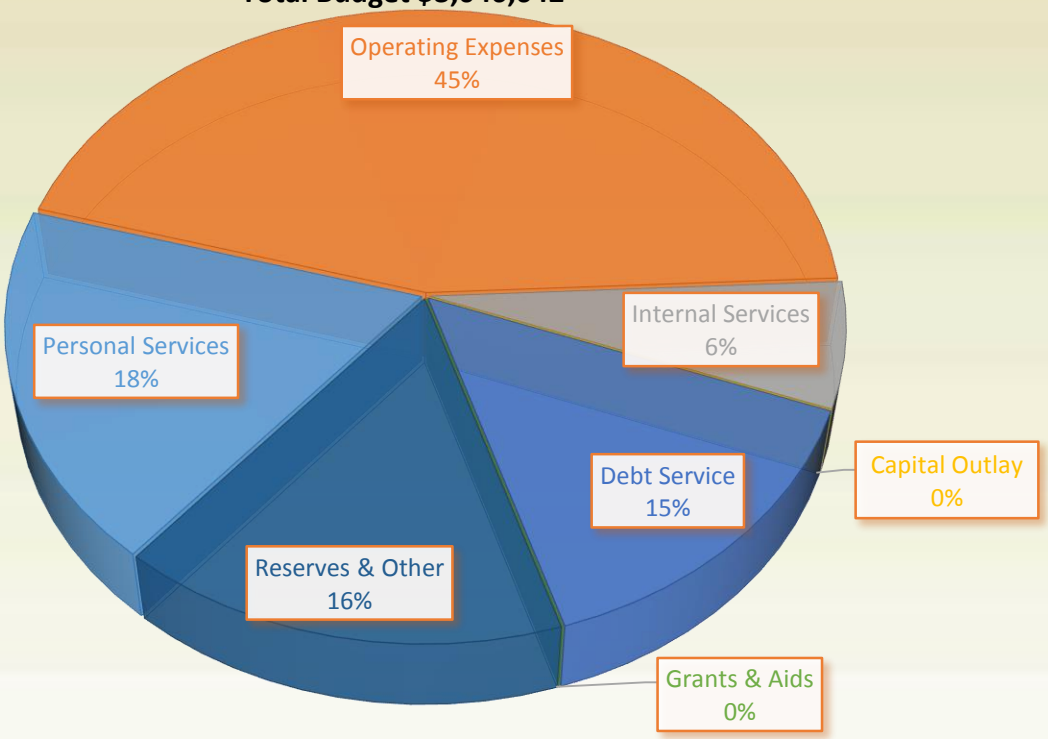
Trust and Agency Fund	FY14 ACTUAL EXPENSE	FY15 ADOPTED BUDGET	FY15 ESTIMATED EXPENSE	FY16 PROPOSED BUDGET	INCREASE (DECREASE)	PERCENT CHANGE
Replacement Benefit Plan	36,252	36,252	36,252	36,252	-	0%
TOTAL - TRUST AND AGENCY I	**36,252**	**36,252**	**36,252**	**36,252**	**-**	**0%**

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

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

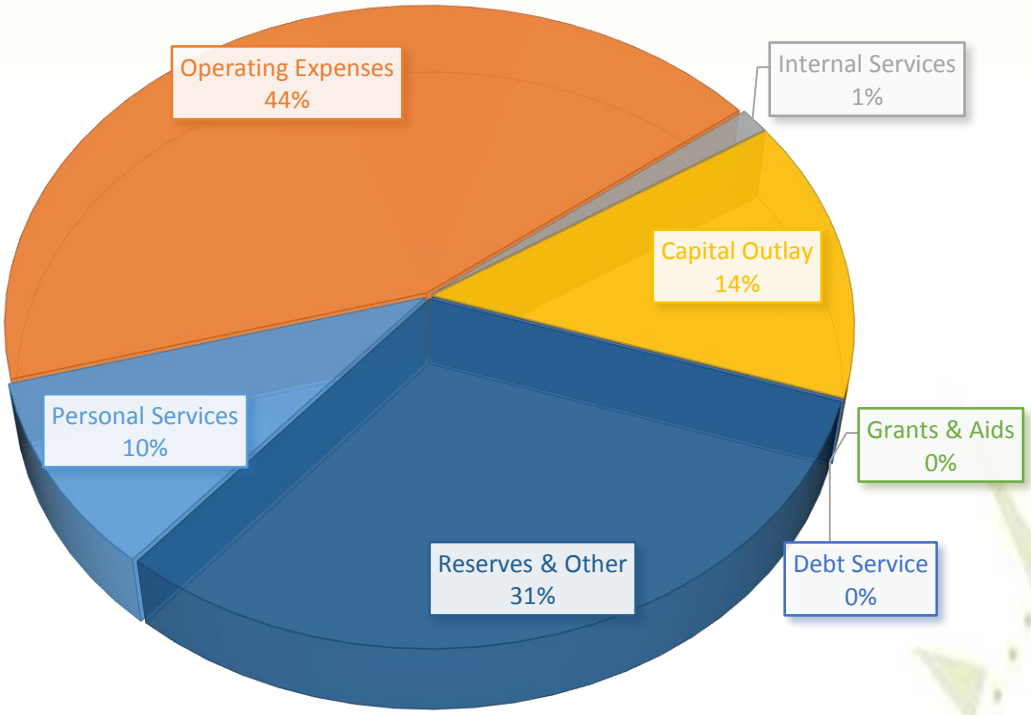
FY15/16 STORMWATER

Total Budget $3,046,642

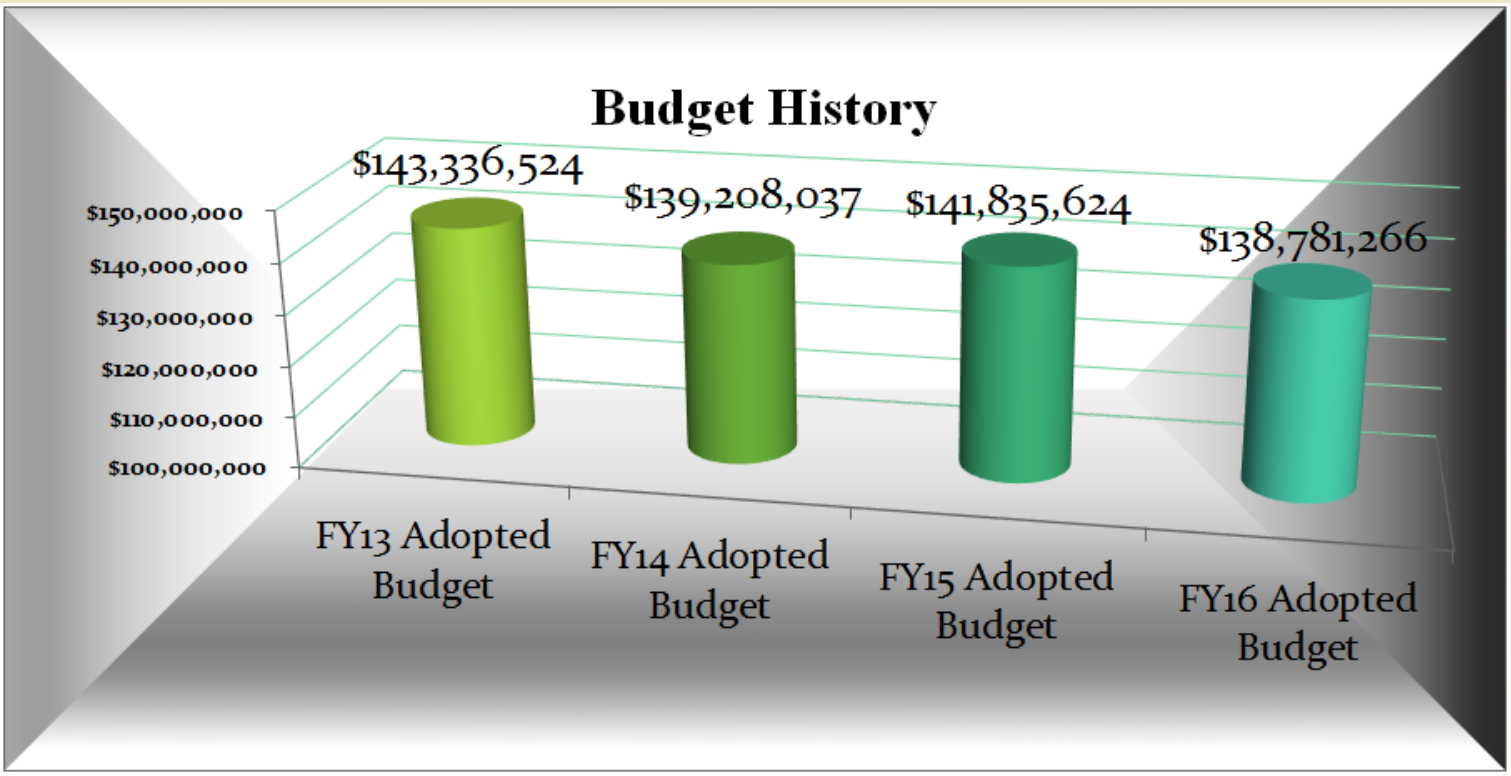


FY15/16 WATER & SEWER

Total Budget $48,763,864



2015–16 Total Adopted Budget



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	Keystone 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 Playground 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

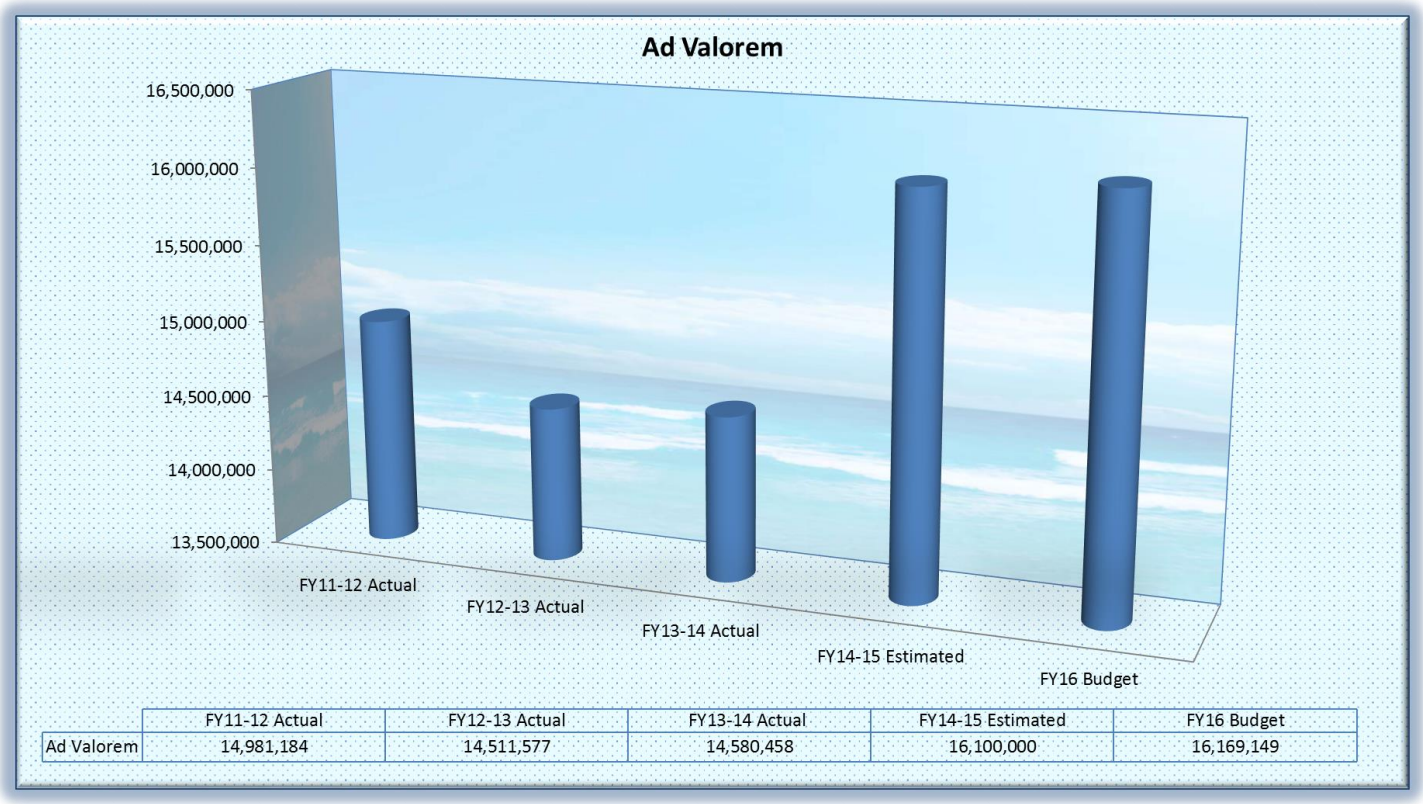
Judgments and Fines

Rents and Royalties

General Sales & Use Tax

Culture & Recreation

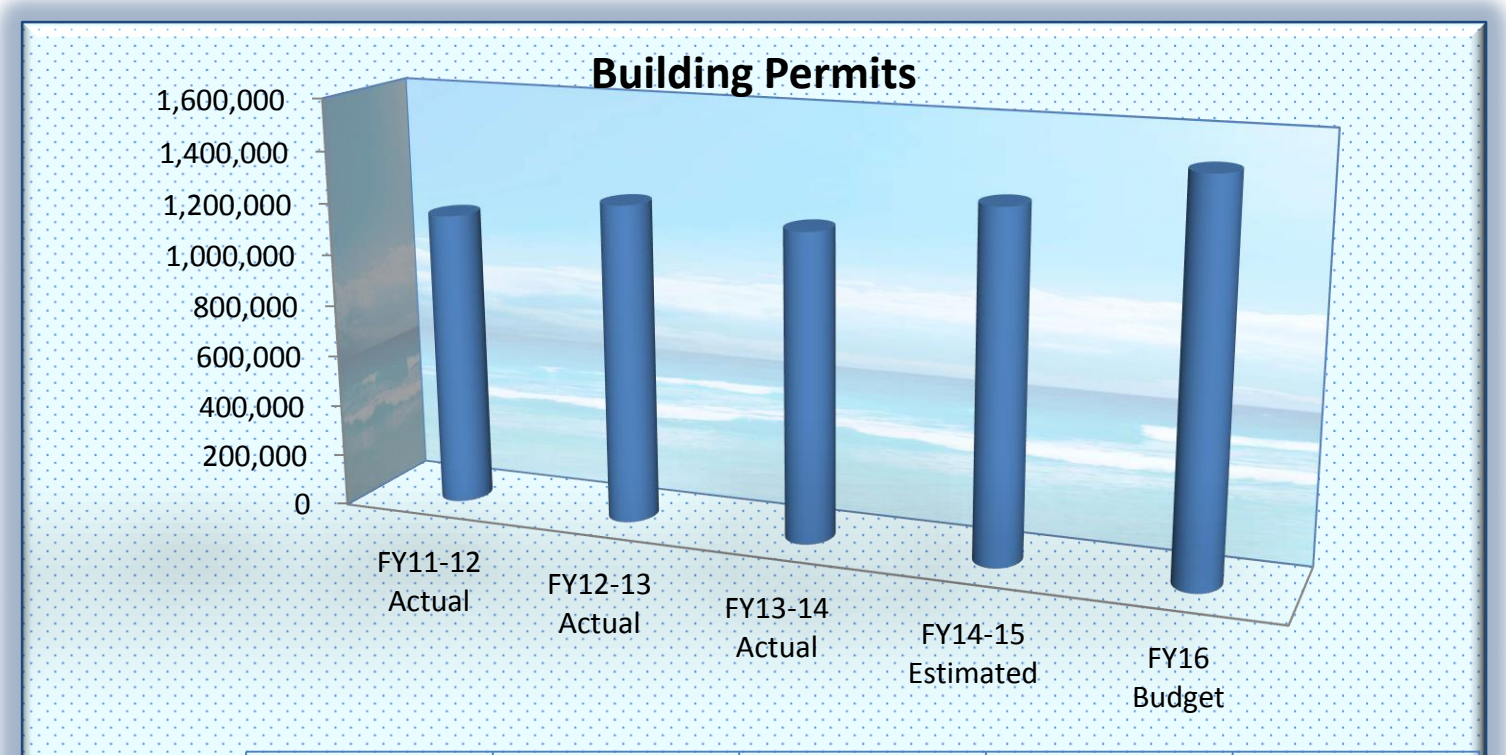
Ad Valorem Tax



	FY11-12 Actual	FY12-13 Actual	FY13-14 Actual	FY14-15 Estimated	FY16 Budget
Ad Valorem	14,981,184	14,511,577	14,580,458	16,100,000	16,169,149

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.

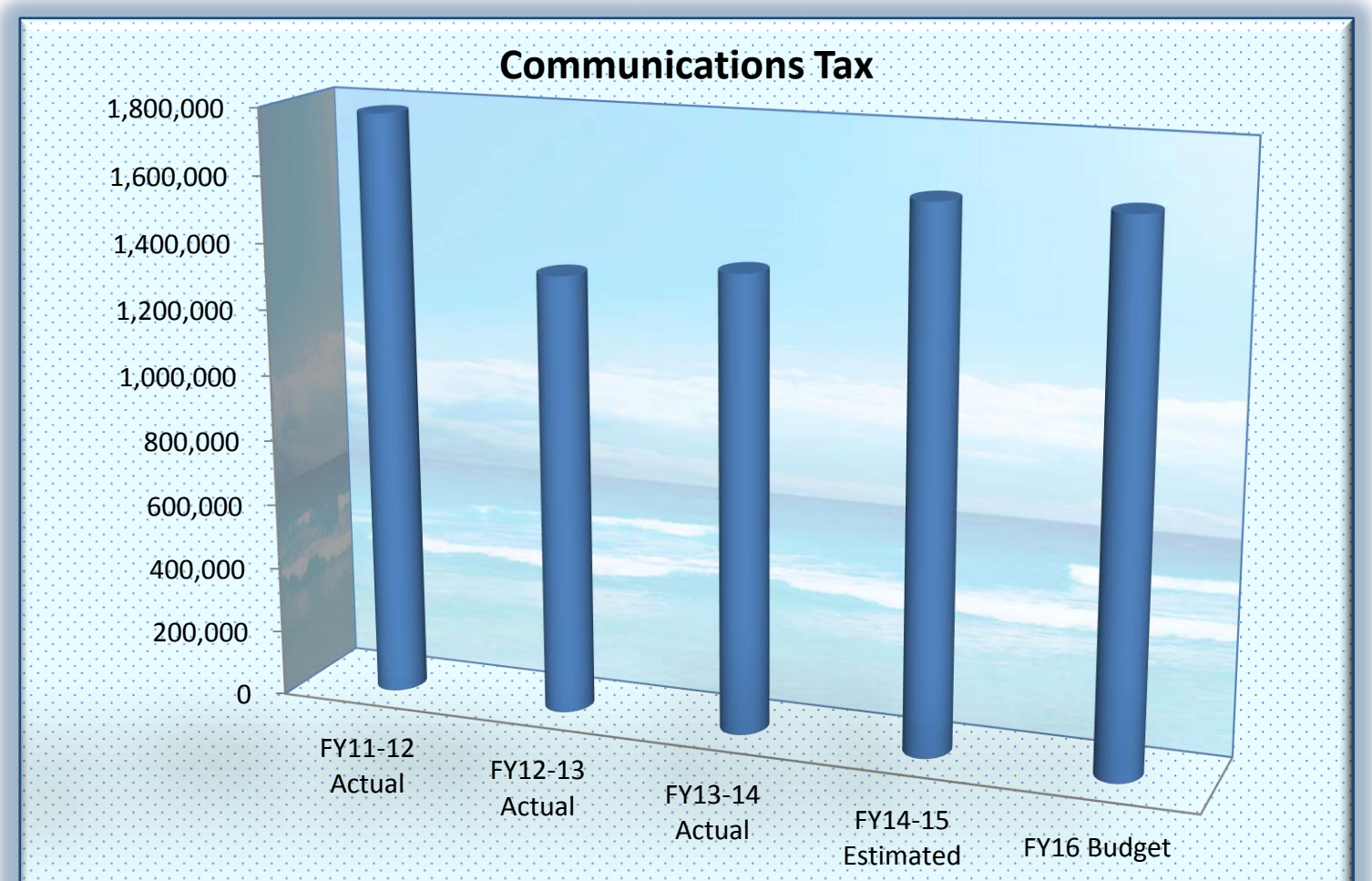
Building Permits



	FY11-12 Actual	FY12-13 Actual	FY13-14 Actual	FY14-15 Estimated	FY16 Budget
Building Permits	1,143,302	1,233,448	1,186,920	1,327,863	1,489,000

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 downtown 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.

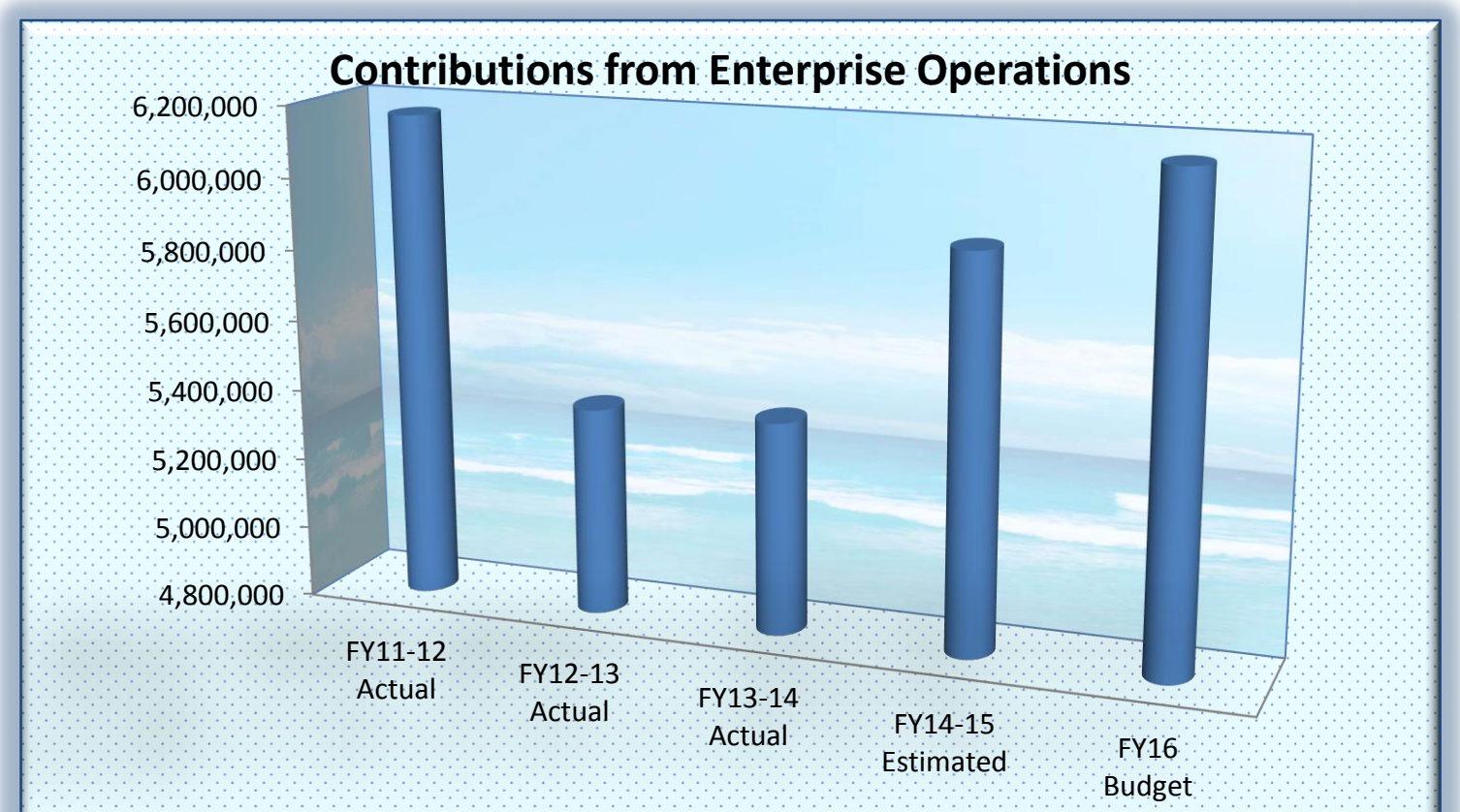
Communications Tax



	FY11-12 Actual	FY12-13 Actual	FY13-14 Actual	FY14-15 Estimated	FY16 Budget
Communications Tax	1,777,062	1,333,607	1,379,715	1,620,000	1,620,000

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.

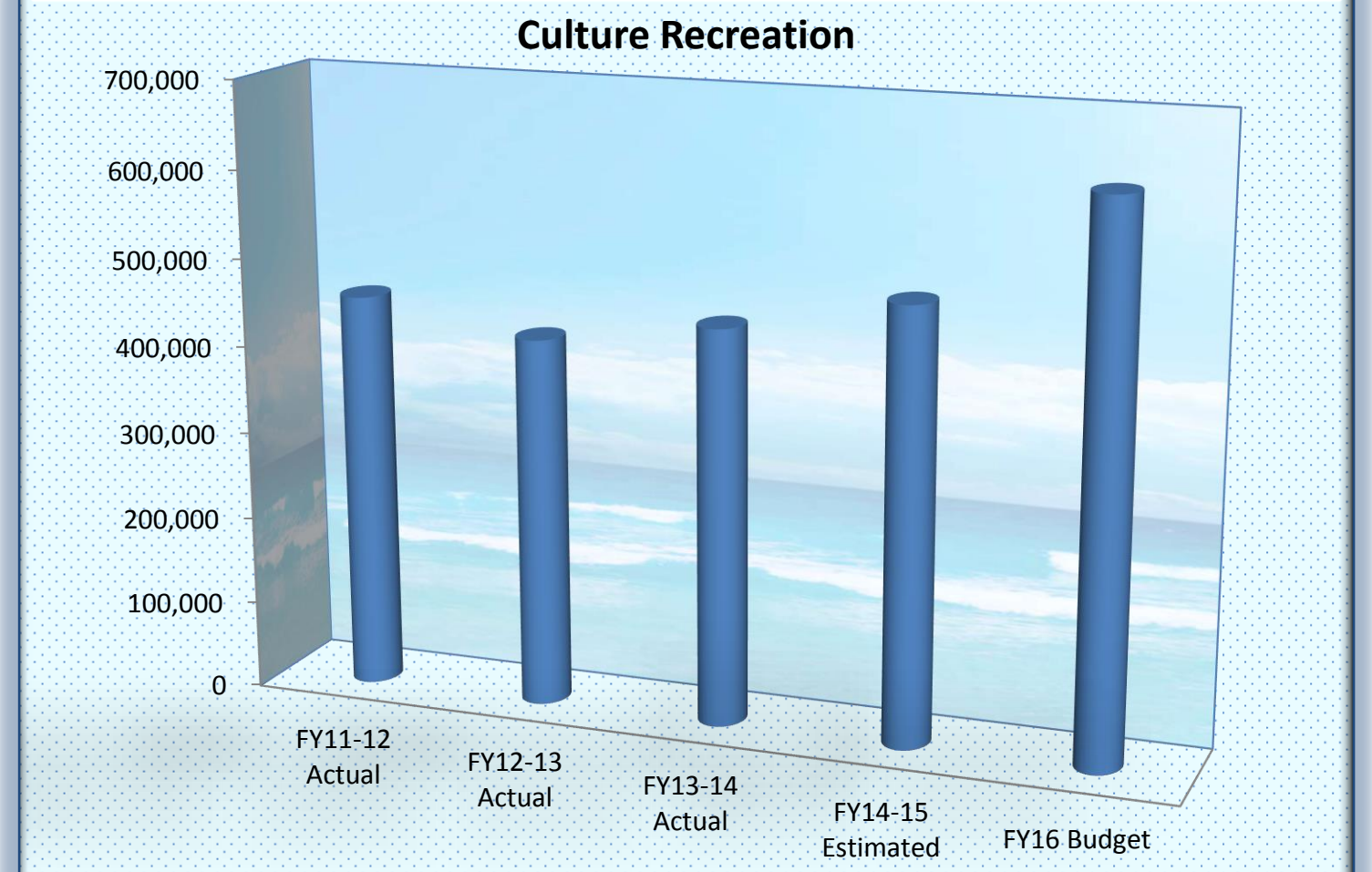
Contributions from Enterprise Operations



	FY11-12 Actual	FY12-13 Actual	FY13-14 Actual	FY14-15 Estimated	FY16 Budget
Contributions from Enterprise Operations	6,167,799	5,385,263	5,399,187	5,905,239	6,152,292

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.

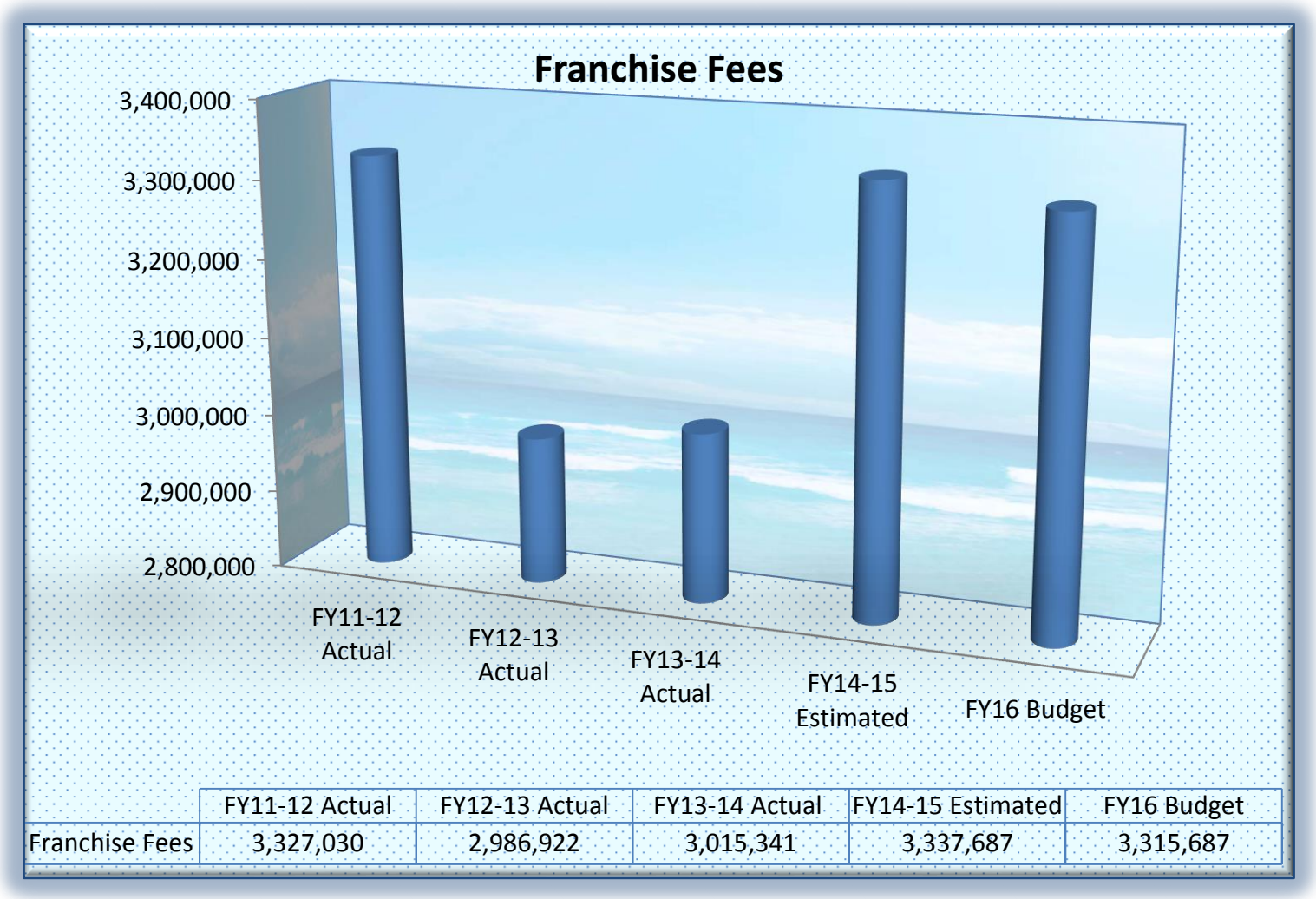
Culture/Recreation



	FY11-12 Actual	FY12-13 Actual	FY13-14 Actual	FY14-15 Estimated	FY16 Budget
Culture Recreation	453,968	421,908	451,644	494,150	624,000

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.

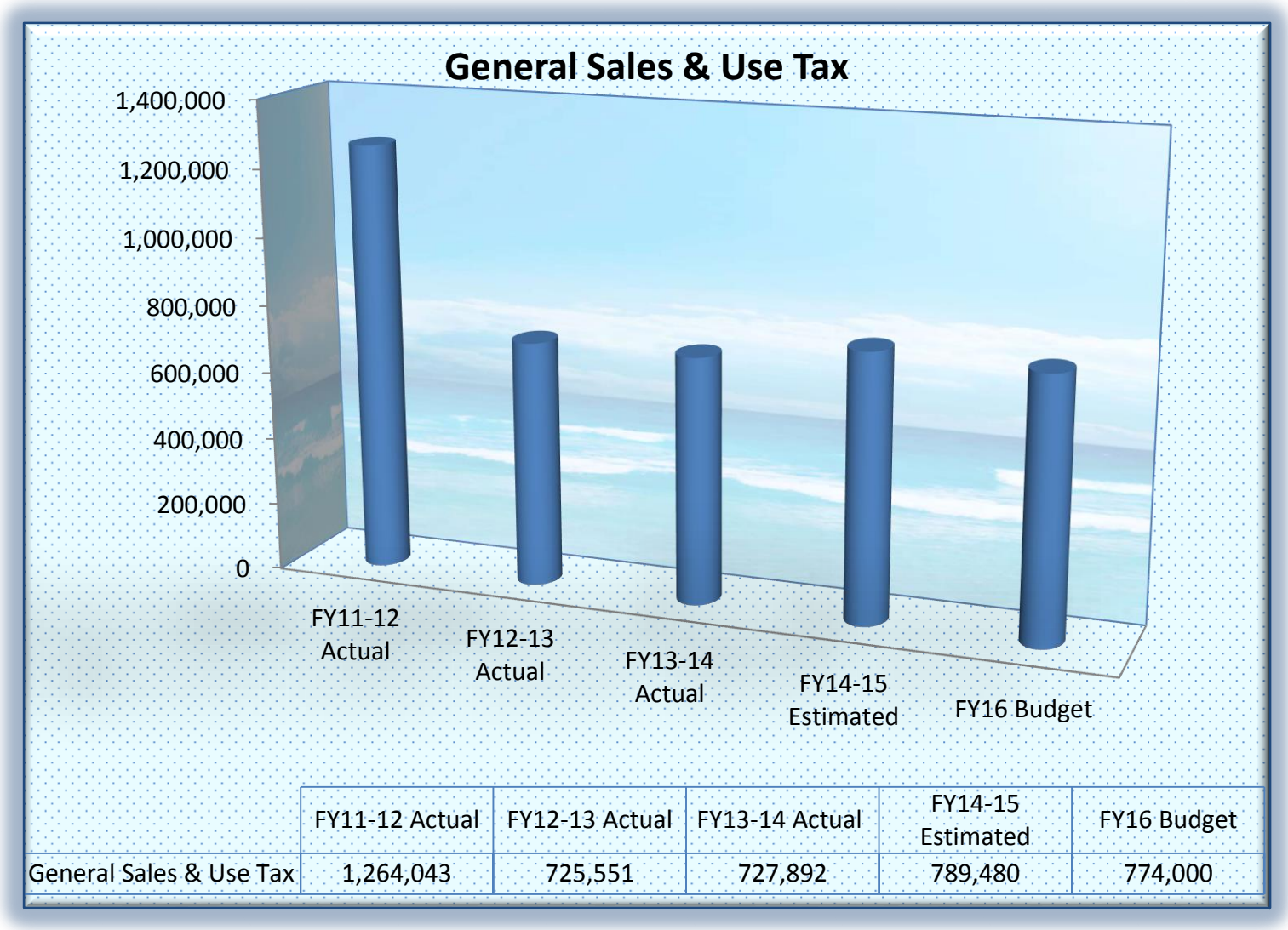
Franchise Fees



	FY11-12 Actual	FY12-13 Actual	FY13-14 Actual	FY14-15 Estimated	FY16 Budget
Franchise Fees	3,327,030	2,986,922	3,015,341	3,337,687	3,315,687

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.

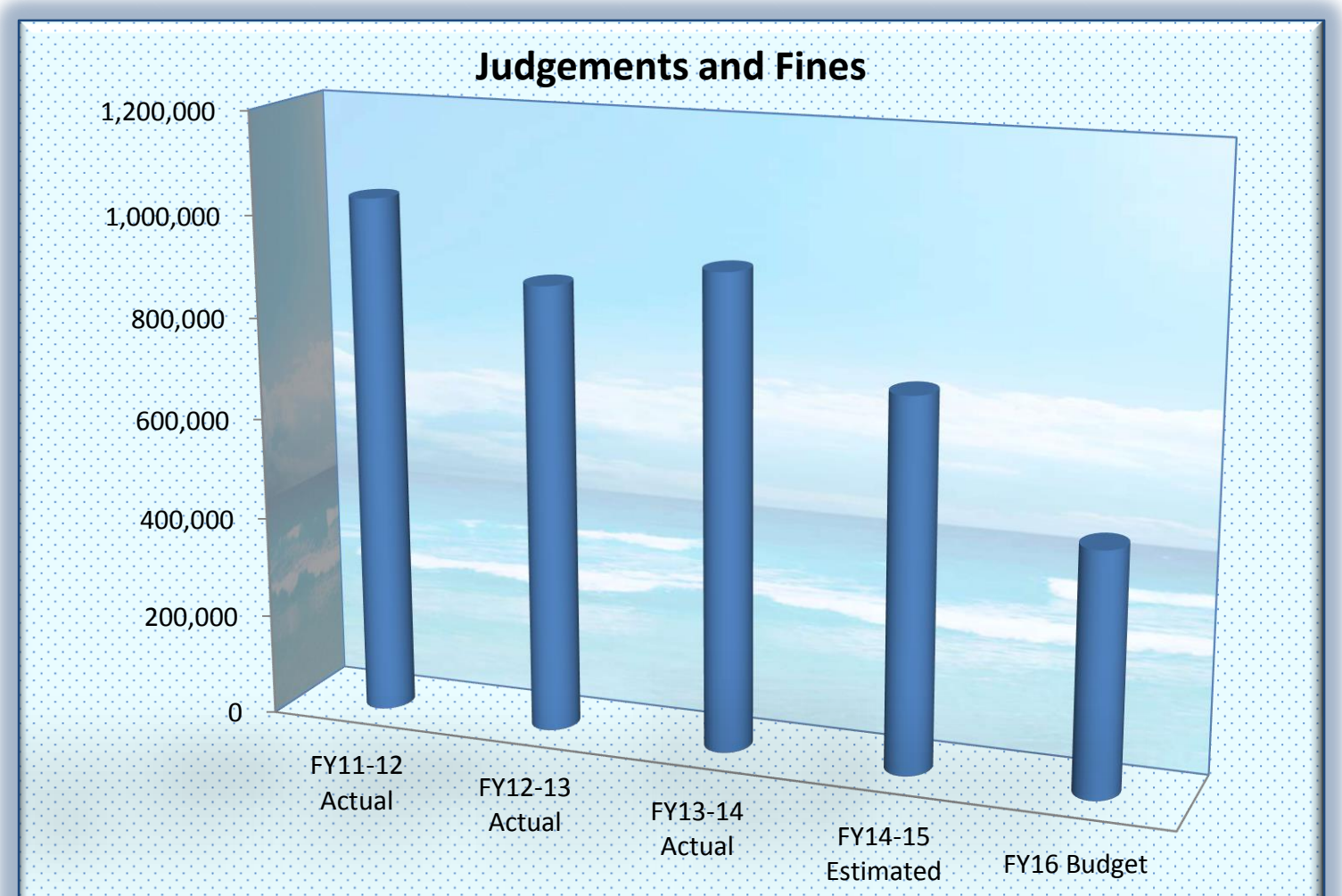
General Sales & Use Tax



	FY11-12 Actual	FY12-13 Actual	FY13-14 Actual	FY14-15 Estimated	FY16 Budget
General Sales & Use Tax	1,264,043	725,551	727,892	789,480	774,000

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 is 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.

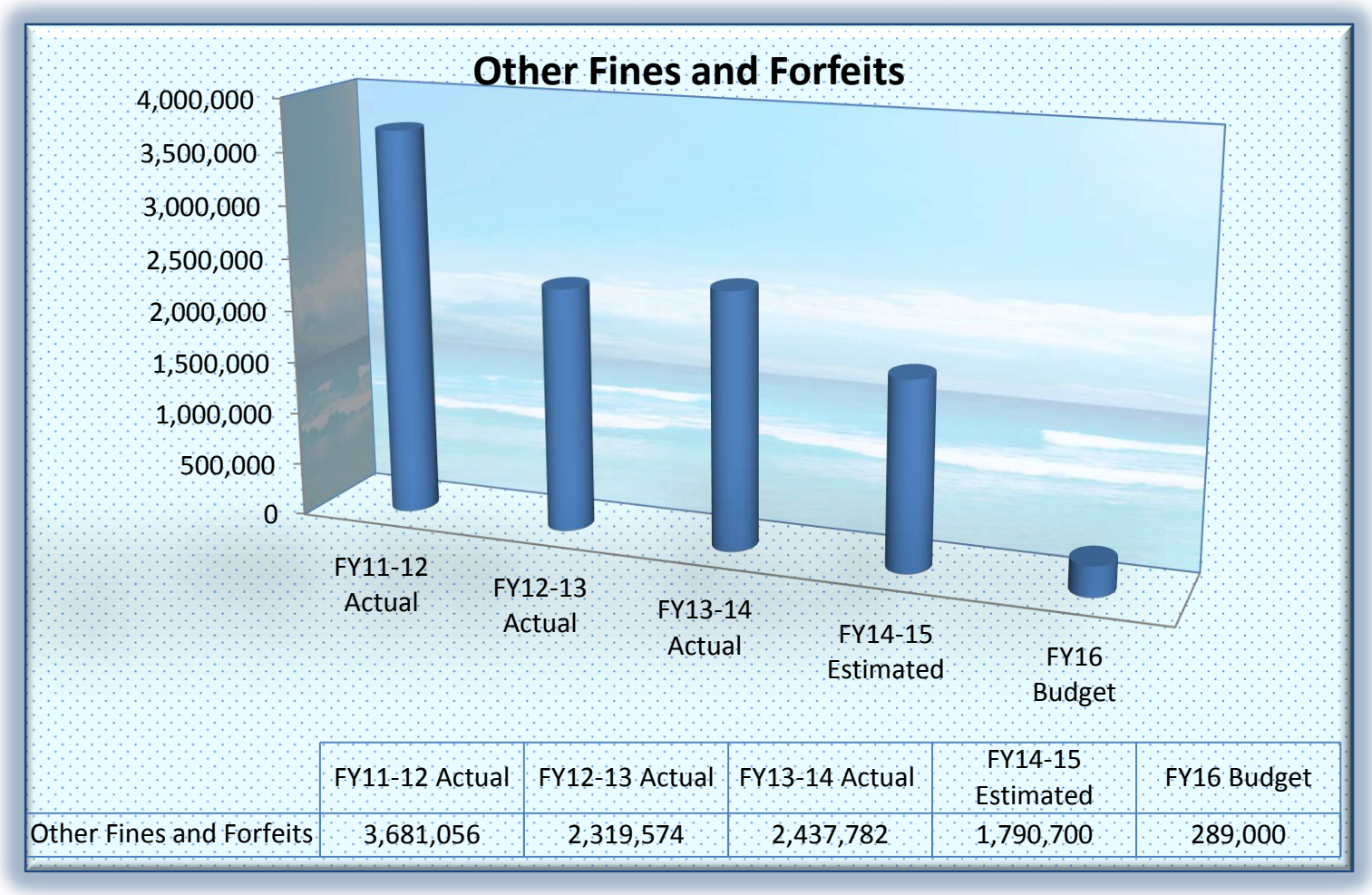
Judgements and Fines



	FY11-12 Actual	FY12-13 Actual	FY13-14 Actual	FY14-15 Estimated	FY16 Budget
Judgements and Fines	1,027,654	883,100	934,739	732,225	478,000

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.

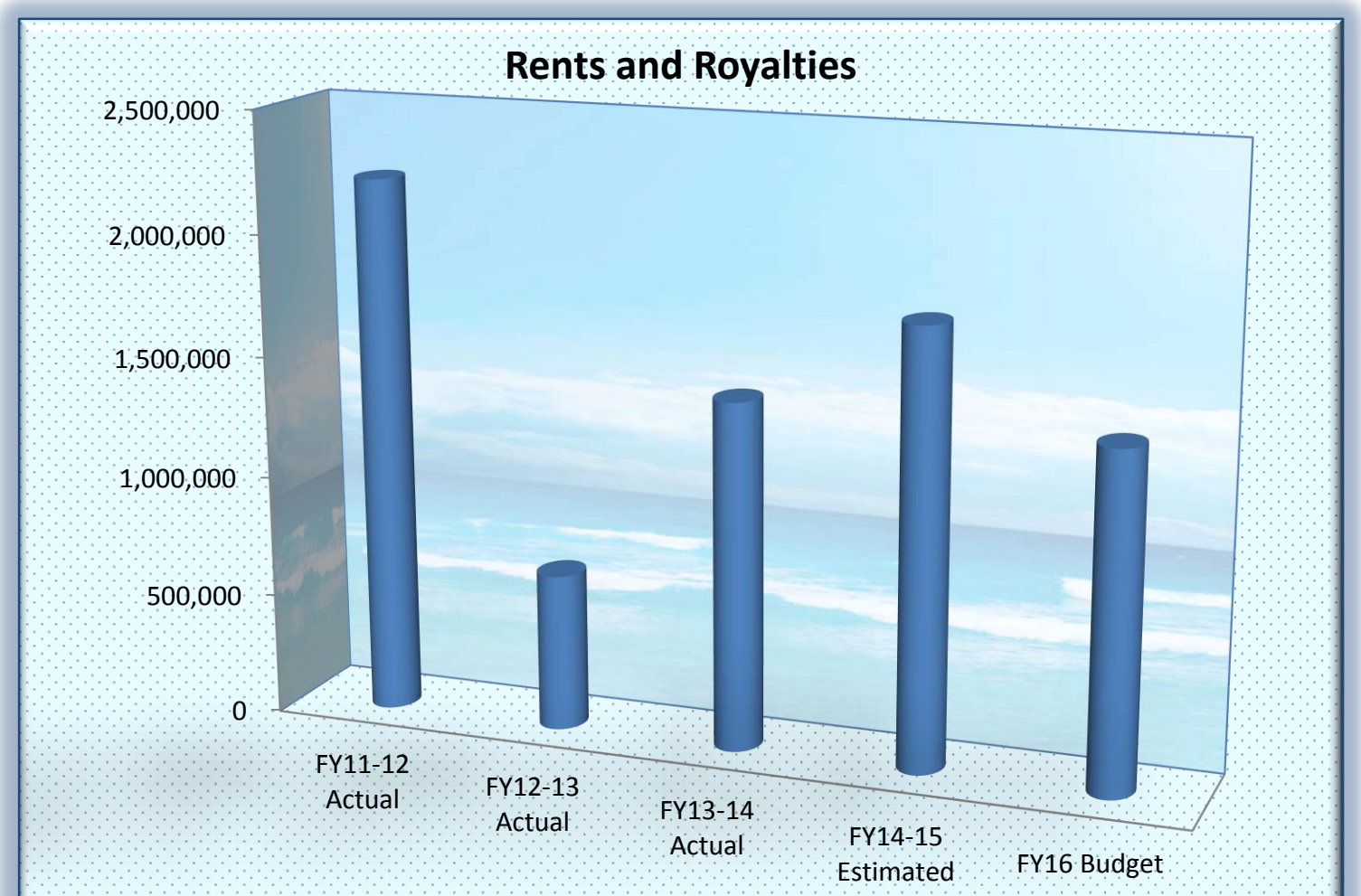
Other Fines and Forfeits



	FY11-12 Actual	FY12-13 Actual	FY13-14 Actual	FY14-15 Estimated	FY16 Budget
Other Fines and Forfeits	3,681,056	2,319,574	2,437,782	1,790,700	289,000

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.

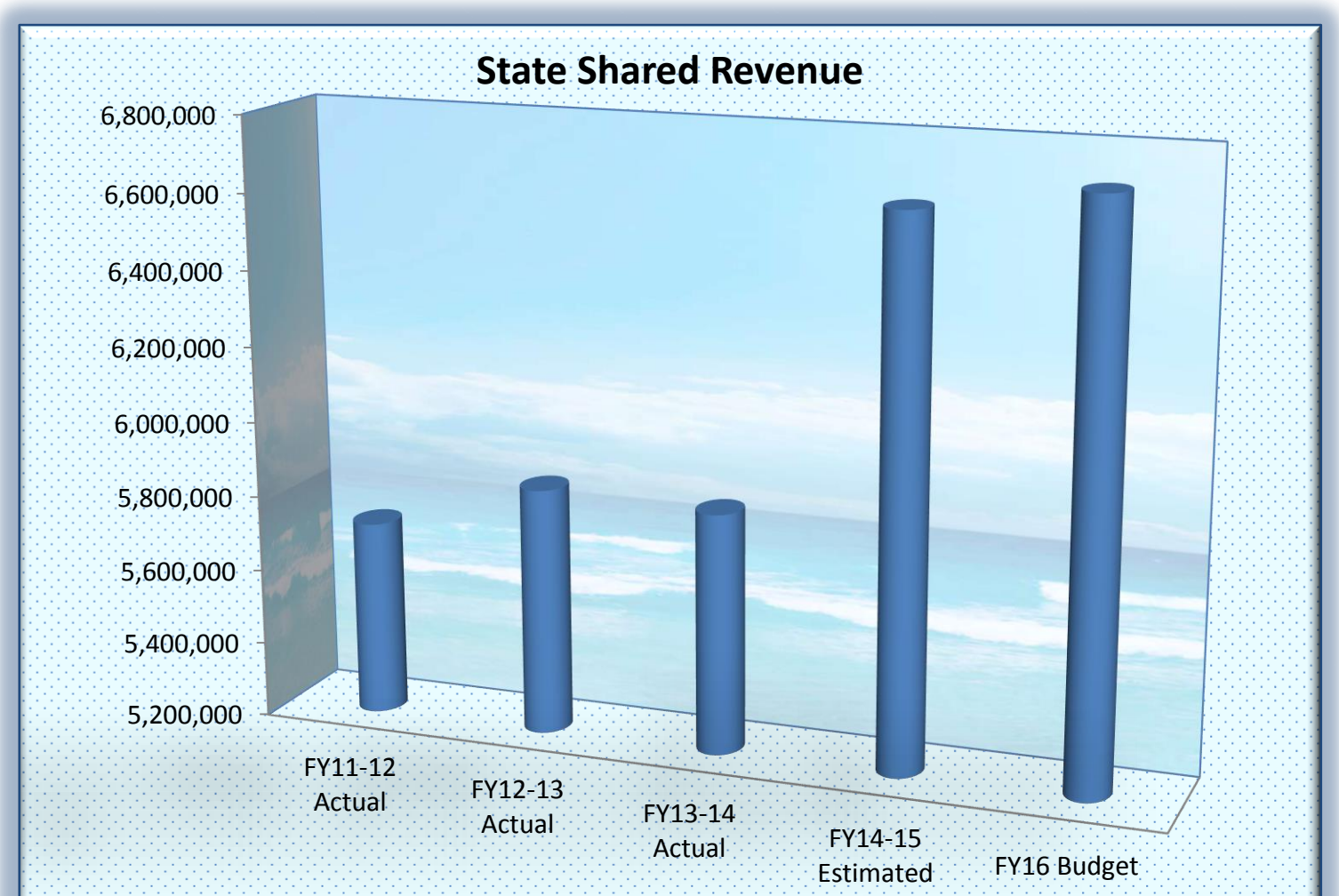
Rents and Royalties



	FY11-12 Actual	FY12-13 Actual	FY13-14 Actual	FY14-15 Estimated	FY16 Budget
Rents and Royalties	2,215,973	647,909	1,433,052	1,795,706	1,387,000

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.

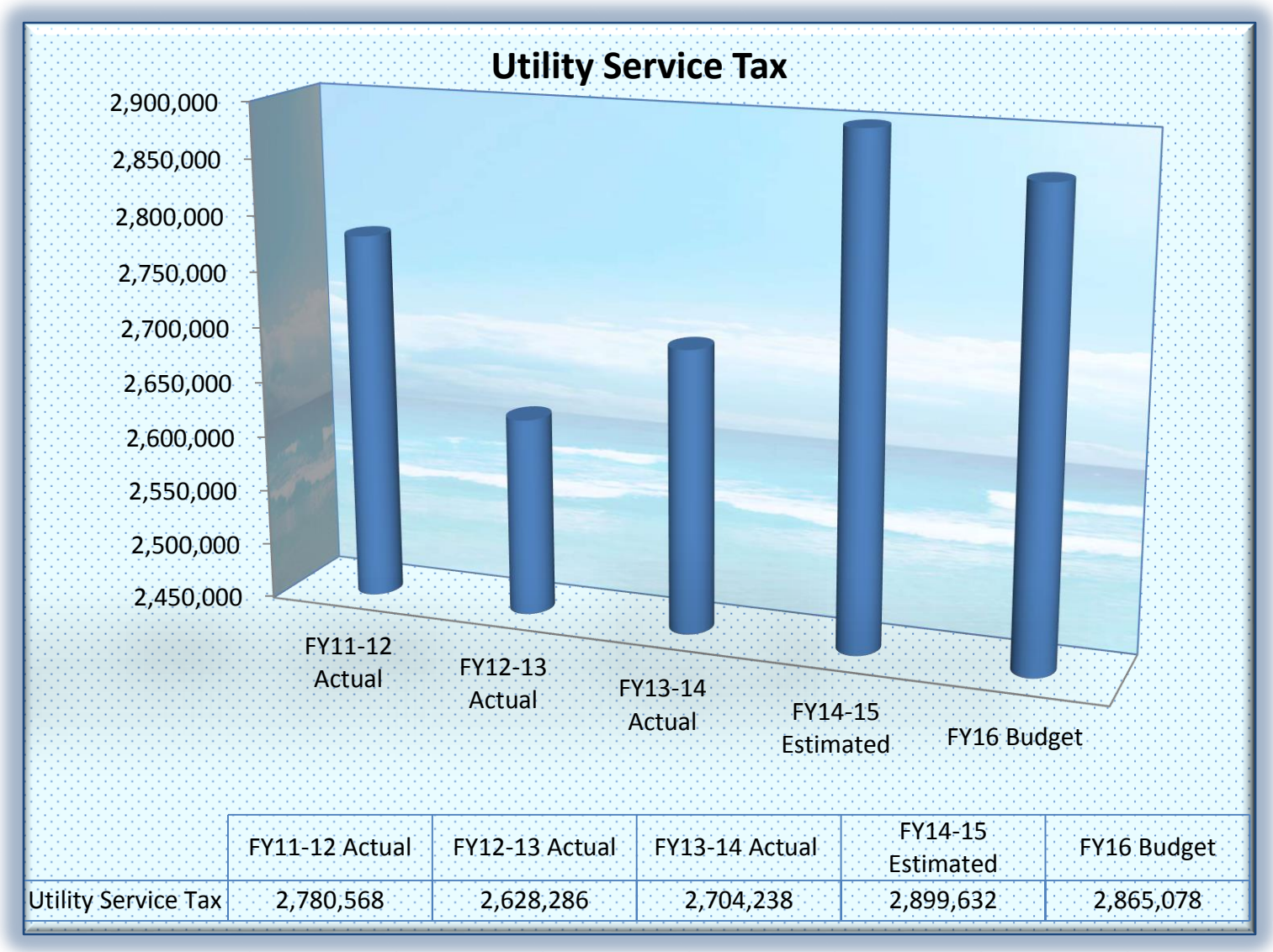
State Shared Revenue



	FY11-12 Actual	FY12-13 Actual	FY13-14 Actual	FY14-15 Estimated	FY16 Budget
State Shared Revenue	5,717,121	5,854,835	5,837,760	6,638,540	6,706,055

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



	FY11-12 Actual	FY12-13 Actual	FY13-14 Actual	FY14-15 Estimated	FY16 Budget
Utility Service Tax	2,780,568	2,628,286	2,704,238	2,899,632	2,865,078

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	1,218,081	2,061,643	1,593,699	1,427,729
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	**1,257,980**	**2,099,062**	**1,631,118**	**1,462,133**

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	1,619,624	1,499,532	1,465,754	1,551,356
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	**1,672,602**	**1,552,498**	**1,518,720**	**1,609,778**

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
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	1,066,904	873,842	864,632	912,974
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	**1,105,124**	**913,193**	**903,983**	**956,707**

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	349,930	379,792	413,537	374,352
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	**358,583**	**388,967**	**422,712**	**383,695**

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Public Information Officer	30	1
Public Information Specialist	24	1
Total # of Full-Time Employees		**2**

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		7

2015-16 Operating Budget:	894,865
2014-15 Operating Budget:	1,645,454
Dollar Change:	(750,589)
Percentage Change:	-45.62%
2015-16 Personnel - F.T.E's:	7.00
2014-15 Personnel - F.T.E's:	6.00
Personnel Change:	1.00

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	659,747	694,805	667,006	733,973
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	**687,137**	**721,652**	**693,320**	**763,709**

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 financials 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 utiltiy services, miscellaneous services and code enforcement violations.

ACTIVITIES:

$ 96,029 001

Liens and Collection Processing: Provide accurate and efficient lien search data to title copmanies 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:	(82,547)
Percentage Change:	-4.82%
2015-16 Personnel - F.T.E's:	10.00
2014-15 Personnel - F.T.E's:	11.00
Personnel Change:	-1.00

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	783,079	890,598	873,252	797,628
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	**853,336**	**973,948**	**959,602**	**960,606**

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		**4**

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

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	907,634	895,082	834,871	933,851
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	**1,021,780**	**2,275,046**	**2,046,282**	**963,162**

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	907,446	895,082	834,871	911,707
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	**1,021,592**	**2,275,046**	**2,046,282**	**941,018**

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	1,037,210	1,335,005	2,850,256	858,778
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	**1,170,476**	**1,518,973**	**3,034,224**	**1,041,173**

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
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		6

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 wll 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
	0	0	0	0
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	**468,889**	**1,240,050**	**1,265,050**	**440,500**

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

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	268,376	250,096	277,060	269,164
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	**281,205**	**263,463**	**290,428**	**278,633**

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	871,510	1,175,637	1,153,820	1,219,299
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	**895,969**	**1,204,472**	**1,182,657**	**1,251,238**

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	239,216	275,870	266,194	286,589
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	**244,983**	**281,683**	**272,006**	**292,478**

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	205,639	131,707	157,221	95,197
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	**213,600**	**139,959**	**165,473**	**95,197**

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
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.
		0
$ 6,662	002	**Facility Programming:** Provides nature programming and maintenance of nature exhibits at the facility. Programming includes guided tours, various workshops, and special nature-related events. Revenue from program fees is projected to total $1500.
$ 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	346,283	431,446	355,658	434,772
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	**355,680**	**441,222**	**365,434**	**444,792**

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Community Engagement Administra	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: Parks & Recreation
Division: Community Events
Dept #: 12
Division #: 478

$ 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:	13,730
Percentage Change:	2.26%
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: 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	**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.
$ 50,000	005	**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.
$ 2,796	006	**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.
$ 3,913	007	**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.
$ -	008	**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.

Budget Objectives Form

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

$ -	009	**Police Alcohol and Drug Testing Program:** Contract with a third party administrator to perform random, post accident, promotion, transfer, and reasonable suspicion selection and testing of police bargaining unit members in accordance with the 2005-2008 collective bargaining agreement, and to educate bargaining unit members on the use and abuse of drugs/controlled substances and alcohol.
$ 3,080	010	**Supervisory Training** (max. 25 employees per 1 day session)
$ 1,200	011	**Wellness Program:** Community event registrations, t-shirts, supplies, health risk assessments, nutrition/health screenings and seminars.

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 Operating Budget	Actual Expend. FY14	Amended Budget FY15	Est. Expend. FY15	Adopted Budget FY16
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	1,684,110	1,558,504	1,720,486	1,630,972
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	**1,733,109**	**1,621,679**	**1,783,662**	**1,693,956**

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		**10**

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

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	9,272,572	9,993,952	10,090,687	10,146,197
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	**9,662,834**	**10,371,551**	**10,468,287**	**10,538,919**

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:	9,993,952
Dollar Change:	152,245
Percentage Change:	1.52%
2015-16 Personnel - F.T.E's:	68.00
2014-15 Personnel - F.T.E's:	**68.00**
Personnel Change:	**0.00**

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,

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		26

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

$ 75,331	004	**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.
$ 102,911	005	**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.

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	1,402,310	1,446,360	1,458,239	1,498,862
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	**1,459,508**	**1,704,579**	**1,728,908**	**1,574,707**

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		**7**

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	2,574,436	2,591,350	2,549,538	2,436,204
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	**2,600,723**	**2,621,236**	**2,579,424**	**2,461,465**

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		**3**

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

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	1,869,282	1,467,252	1,297,338	1,404,309
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	**2,395,392**	**2,932,989**	**2,777,711**	**1,499,664**

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		**10**

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

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) facilties: 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	316,698	357,325	292,629	346,396
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	**332,642**	**372,819**	**308,123**	**360,277**

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 prioritzed 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:	1,437,174
Percentage Change:	5.70%
2015-16 Personnel - F.T.E.	62.00
2014-15 Personnel - F.T.E.	56.00
Personnel Change:	6.00

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
Clercial 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	**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.
$ 340,717	002	**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.
$ 200,000	003	**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.
$ 22,079	004	**Vehicle:** Repair, maintenance and replacement

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 Dection 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 throught 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	2,440,049	2,395,408	2,332,903	2,501,505
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	**2,520,299**	**4,421,912**	**3,091,591**	**4,340,899**

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
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		10

2015-16 Operating Budget:	2,501,505
2014-15 Operating Budget:	2,395,408
Dollar Change:	106,097
Percentage Change:	4.43%
2015-16 Personnel - F.T.E	10.00
2014-15 Personnel - F.T.E	8.00
Personnel Change:	2.00

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	1,200,943	1,955,031	1,923,691	2,275,968
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	**1,388,597**	**2,893,385**	**2,537,524**	**2,514,810**

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		4

2015-16 Operating Budget:	2,275,968
2014-15 Operating Budget:	1,955,031
Dollar Change:	320,937
Percentage Change:	16.42%
2015-16 Personnel - F.T.E's:	4.00
2014-15 Personnel - F.T.E's:	3.00
Personnel Change:	1.00

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	477,173	717,589	681,262	1,050,044
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	**661,541**	**1,653,448**	**1,292,600**	**1,286,082**

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		**3**

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 contractural 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

$ 1,639,652

Objective:
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 contruction 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:	164,140
Dollar Change:	15,342
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: 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

$ 187,551

Objective:
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		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:	115,356
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: 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:	19,128
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: 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	2,331,096	8,805,516	2,147,044	7,833,978
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	**2,331,096**	**13,851,516**	**2,147,044**	**12,833,978**

PERSONAL SERVICES DETAIL:

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

2015-16 Operating Budget:	7,833,978
2014-15 Operating Budget:	8,805,516
Dollar Change:	(971,538)
Percentage Change:	-11.03%
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: 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	
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:	(312)
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: 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:	11,000
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

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	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	Keystone 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 Playground 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**

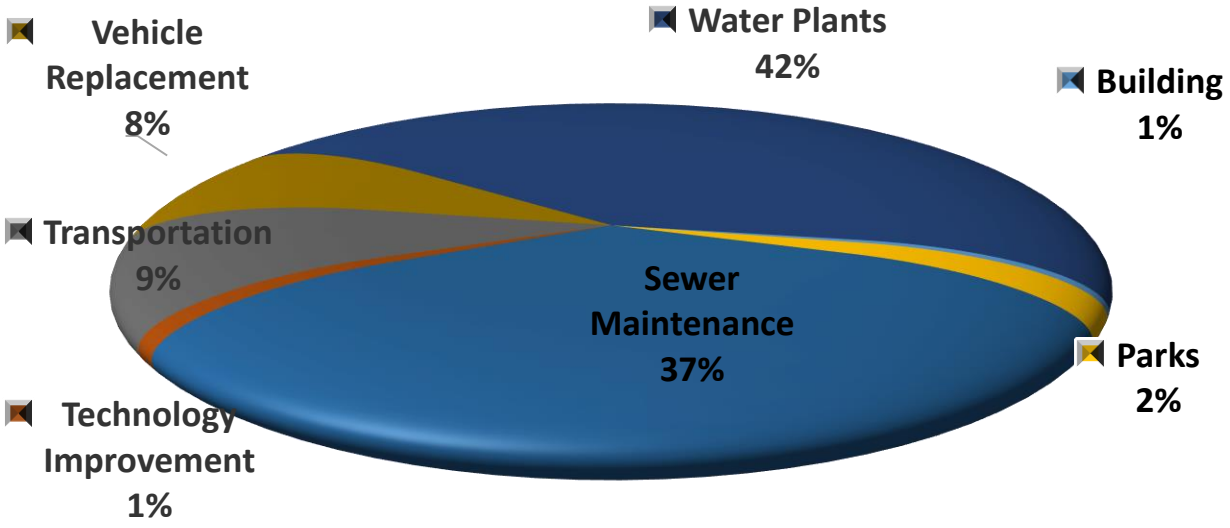
CIP 5-YR SUMMARY SCHEDULE BY PROJECT CATEGORY

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**

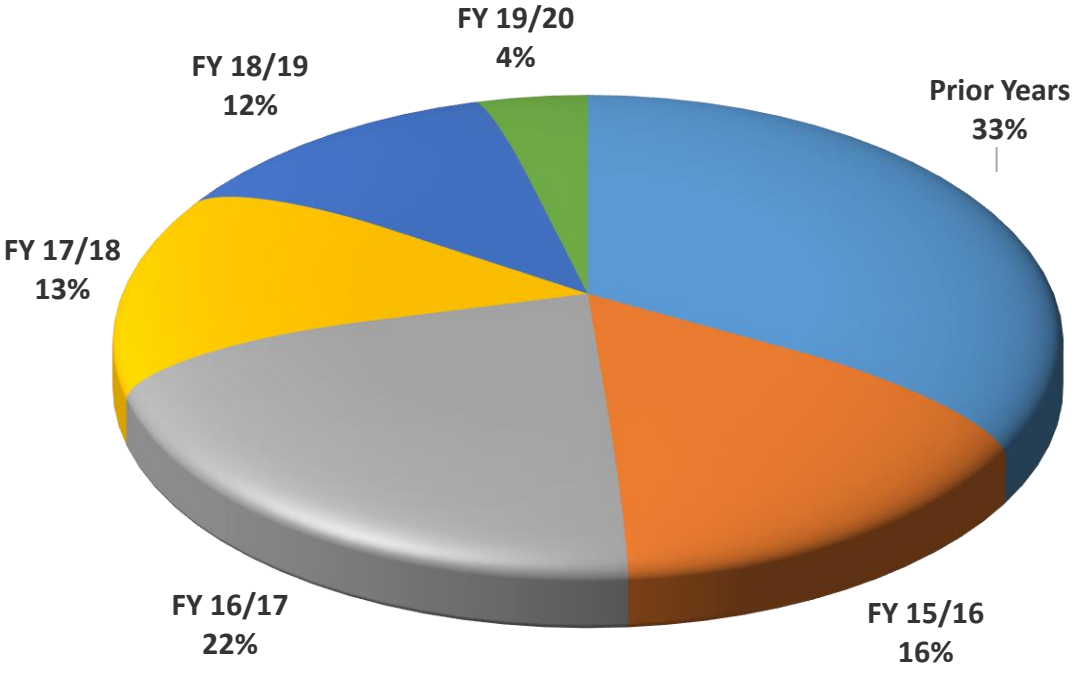
CIP 5-YR SUMMARY SCHEDULE BY DEPARTMENTS

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 rehabilitization 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%		56,960					56,960
									-
									-
									-
Total		100%	-	56,960	-	-	-	-	**56,960**

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 programed. 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

☐	Funded
☐	Not Funded
☐	Partially Funded
☐	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

☐	Funded
☐	Not Funded
☐	Partially Funded
☐	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
612	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

☐	Funded
☐	Not Funded
☐	Partially Funded
☐	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

☐	Funded
☐	Not Funded
☐	Partially Funded
☐	Pending

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

FY16 Supplemental/CIP Request

Project Description:	Lightning 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 lightning protection system at Sasso Pool or Joe Celestin Center.

Justification:

It is a requirement when operating an aquatics facility to have a lightning protection system. Currently, the City doesn't have a lightning protection system in place. This system would sound off and alert staff when lightning is in a 10-15 mile radius. 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
612	Lightning Protection System for Sasso Pool			16,000				16,000
612	Lightning Protection System for Joe Celestine 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

☐	Funded
☐	Not Funded
☐	Partially Funded
☐	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 and shading and to make parking improvement 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 residents request and to update outdated equipment. Also, adding shading to the facility attracts more people and offers a place for cooling off. Additional pet wate stations will also be included in N. Bayshore Park Improvements

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	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

☐	Funded
☐	Not Funded
☐	Partially Funded
☐	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 for the community. 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
612	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

☐	Funded
☐	Not Funded
☐	Partially Funded
☐	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
612	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

☐	Funded
☐	Not Funded
☐	Partially Funded
☐	Pending

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

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 to due age and modern renovation is needed. To improve the beauty and safety of the facility the filtration system must be upgraded. Other 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
331	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

☐	Funded
☐	Not Funded
☐	Partially Funded
☐	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
612	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

☐	Funded
☐	Not Funded
☐	Partially Funded
☐	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:	Lift Stations Rehabilitation		
Department:	Public Works	Project #	
Division:	Utility Equipment Maintenance	Totals	$550,000
Account Number:	420-10-644000-536-608-000	Request Type	New Request
Project Location:	Various Lift Stations	Priority Level	Critical Repairs

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

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
Names	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

☐	Funded
☐	Not Funded
☐	Partially Funded
☐	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, permits and other matters requiring certificates of insurance. It will provide notification to clients on deficiencies or non-compliance with contract requirements 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:	$ 3,000
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

☐	Funded
☐	Not Funded
☐	Partially Funded
☐	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

☐	Funded
☐	Not Funded
☐	Partially Funded
☐	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

☐	Funded
☐	Not Funded
☐	Partially Funded
☐	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

Objective:

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

☐	Funded
☐	Not Funded
☐	Partially Funded
☐	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

☐	Funded
☐	Not Funded
☐	Partially Funded
☐	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

☐	Funded
☐	Not Funded
☐	Partially Funded
☐	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 T	New Request
Project Location:	City Hall	Priority I	Improvement

Objective:

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

☐	Funded
☐	Not Funded
☐	Partially Funded
☐	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

☐	Funded
☐	Not Funded
☐	Partially Funded
☐	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:	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:	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 Descriptior	Street Resurfacing		
Department:	Public Works	Project #	
Division:	Transportation - Gas Tax & 1/2 Cent Tax	Totals	$239,187
Account Number:	370-09-620000-541-618-000	Request Type	Replacement
Project Location:	Citywide	Priority Level	Quality of Life

Objective:

Resurface streets, including milling where required, within City limits. Areas where work will be performed are determined by priority, based on the severity of damage.

Justification:

The majority of the paved streets have been resurfaced by the Streets Division in the past. Due to regular traffic use, weather conditions, etc., many of the roads are now in need of resurfacing. 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

FY16 Supplemental/CIP Request

Project Description:	Traffic Calming Supplies & Installation		
Department:	Public Works	Project #	
Division:	1/2 Cent Transportation Surtax	Totals	$300,000
Account Number:	185-09-551000-541-312-000	Request Type	pe Additional Funds
Project Location:	Citywide	Priority Level	Critical Repairs

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

☐	Funded
☐	Not Funded
☐	Partially Funded
☐	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

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
Names	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	$3,000,000
Account Number:	430-10-657000-536-636-000	Request T	New Request
Project Location:	Various	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	80%	500,000	2,500,000	-				3,000,000
W & S	420 (fire)	20%		500,000					500,000
									-
									-
Total		100%	500,000	3,000,000	-	-	-	-	**3,500,000**

Budget Office Use Only

☐	Funded
☐	Not Funded
☐	Partially Funded
☐	Pending

FY16 Operating Cost:	$ -
FY16 Capital Cost:	$ 3,000,000
Future Years' Estimated Annual Cost:	$ -

Section Five:

Appendix

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.

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.

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.

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.

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.

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.