



1926

CITY OF NORTH MIAMI
CENTENNIAL

2026

Proposed Budget FY 2025-26

September 11, 2025

Honorable Mayor, Council Members, and City Clerk:

I am pleased to present the Proposed Fiscal Year 2025–2026 Budget. This plan reflects the vision of a new administration committed to strengthening North Miami, building on past investments, and charting a course toward a safer, stronger, and more resilient community.

This budget prioritizes the foundations of a strong city by investing in critical infrastructure, with a focus on modernizing the water plant and strengthening the systems that residents rely on every day. It also directs resources to neighborhood improvements that enhance quality of life and position the City for long-term growth.

The millage rate remains at 7.40 mills, generating \$45.04 million in Ad Valorem taxes—an increase of \$3.99 million over the prior year. Of this increase, \$1.3 million will remain in the City’s general fund, while \$2.6 million will support the North Miami Community Redevelopment Agency’s efforts to revitalize local businesses and commercial corridors. For the first time since the global pandemic, this budget also restores the City’s \$5 million reserve—demonstrating our commitment to strong financial management and long-term stability.

Equally important, this budget strengthens economic development by investing in programs and initiatives that attract new businesses, expand workforce opportunities, and support local entrepreneurs. These efforts are designed to create jobs, stimulate growth, and ensure North Miami remains competitive in today’s economy.

The budget addresses unavoidable cost increases such as healthcare premiums, pension liabilities, workers’ compensation, and property insurance. It also provides for salary adjustments, including a 5% merit and COLA for PBA employees and a 3% merit and COLA for general employees, reflecting our continued investment in the City’s workforce. This budget also enhances public safety through the addition of new patrol officers, strengthening neighborhood presence and supporting community policing efforts. It also increases funding for Senior programming, providing more robust services and resources to improve quality of life for older residents.

To improve efficiency and service delivery, the administration will reorganize the Development Services Department to enhance customer service and the Finance Department to reinforce fiscal responsibility and sharpen the City's financial outlook. This budget also reflects the return of the department's name from Neighborhood Services to Code Compliance, restoring clarity and alignment with its core responsibility of upholding community standards. In addition, Purchasing has been transitioned to Procurement, underscoring a modern approach that emphasizes strategy, efficiency, and innovation in managing City resources.

Importantly, this budget invests in the celebration of North Miami's Centennial, with events and initiatives designed to honor our history, engage residents, and showcase the City's future as we mark 100 years of community.

This funding plan reflects a balanced approach: honoring our past, addressing today's challenges, and preparing for tomorrow. It embodies our commitment to delivering excellent service, supporting vibrant neighborhoods, strengthening economic development, enhancing public safety, modernizing infrastructure, and maintaining the financial stability necessary for North Miami's next century of growth.

Thank you,

A handwritten signature in black ink, reading "Theresa Therilus". The signature is fluid and cursive, with the first name "Theresa" and last name "Therilus" clearly distinguishable.

Theresa Therilus, Esq.
City Manager

Budget Summary Form

Department: Mayor/Council
Dept # 01

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	1,156,586	1,489,135	1,493,388	1,847,380
Operating Expenses	1,384,226	1,124,852	1,384,670	1,106,452
Internal Services	19,528	23,009	23,009	28,869
Operating Budget	2,560,340	2,636,996	2,901,067	2,982,701
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	19,062	17,417	17,417	19,987
Total Budget	2,579,402	2,654,413	2,918,484	3,002,688

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Deputy Chief of Staff	118	1
Constituent Services Coordinator	111	5
Receptionist	102	1
Total # of Full-Time Employees		7
Total # of Part-Time Employees		7
Total # of Employees		14

2025-26 Operating Budget: 2,982,701
2024-25 Operating Budget: 2,636,996
Dollar Change: 345,705
Percentage Change: 13.11%

2025-26 Personnel - F.T.E. 7.00
2024-25 Personnel - F.T.E. 7.00
Personnel Change: 0.00

Budget Objectives Form

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

Objective:

\$ 3,002,688 To provide leadership and policy-making direction, to be responsive to the needs of North Miami residents. Carry out legislative policies, ensure community services and supervise the City Manager and City Attorney's performance.

ACTIVITIES:

\$ 1,318,133	001	Mayor/Council Office: 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.
\$ 386,961	002	Mayor's Office: provide the legislative branch of North Miami's government which determines policy and ensures quality public service; provides residents with an office in which to seek information on matters of concern.
\$ 337,156	003	District 1 Office: provide policy direction that ensures quality public service; provides District 1 residents with an office in which to seek information on matters of concern.
\$ 325,136	004	District 2 Office: provide policy direction that ensures quality public service; provides District 2 residents with an office in which to seek information on matters of concern.
\$ 310,166	005	District 3 Office: provide policy direction that ensures quality public service; provides District 3 residents with an office in which to seek information on matters of concern.
\$ 325,136	006	District 4 Office: provide policy direction that ensures quality public service; provides District 4 residents with an office in which to seek information on matters of concern.

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Mayor/Council	
Division:		Mayor/Council Office	
Division #:		400	Objective No.: 001
Title: Mayor/Council Office			
#	Computation/Explanation		Amount
101	Salaries	484,189.21	484,189
102	Constituent Service Aide	64,210.64	
	Office Manager	90,480.00	
	Policy Adviser	75,000.00	
	Internship	50,000.00	
102	Salaries - Part Time	279,690.64	279,691
140	Employer's portion of Social Security Tax	58,895.82	58,896
142	Group health premiums - \$883.18/mo.	69,051.36	
	Group dental premiums - \$13.18/mo.	1,107.12	
	Family coverage - \$379.78/mo. x 12 mos./ employee	8,174.76	
	Life insurance premiums - .34/1000 x salaries	164.62	
	AD & D insurance premiums - .04/1000 x salaries	19.37	
		78,518.23	78,518
144	Workers' Compensation coverage for General Fund Employees	16,288.39	16,288
147	FRS Pension - Regular	66,812.79	66,813
303	Letterheads, envelopes, business cards, proclamations, etc.	1,200.00	1,200
304	Office Expenses	2,940.00	2,940
305	Travel, Conferences & Meetings:	4,000.00	
	US Conference of Mayors	2,000.00	
	Florida League of Cities	5,000.00	
	National League of Cities	6,000.00	
		17,000.00	17,000
306	Miami-Dade County League of Cities	7,500.00	
	National League of Cities	6,171.00	
	Florida League of Cities	9,564.00	
	Haitian Heritage Museum	0.00	
	Miami-Dade Transportation Planning Org. (TPO)	22,222.00	
		45,457.00	45,457

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Mayor/Council	
Division:		Mayor/Council Office	
Division #:		400	Objective No.: 001
Title: Mayor/Council Office			
#	Computation/Explanation		Amount
308	Uniforms	3,060.00	3,060
312	Keys to the City, black velvet presentation boxes for keys to the City, engraved plates, lapel pins, special photographs, certificate paper, certificate holders, proclamation envelopes, Government-in-the-Sunshine manuals, fax toner cartridges, refreshments and	5,225.00	
		0.00	
312	Special Department Supplies	5,225.00	5,225
315	Car allowance - (5) Coordinators x \$100/ mo.	6,000.00	6,000
318	Advertising incl. Quarterly Newsletter	62,500.00	62,500
342	Youth Council Board	50,500.00	
	Internship program	57,500.00	
	Commission for Women Board	5,500.00	
		113,500.00	113,500
360	National Haitian American Elected Officials Network (NHAEON)	10,000.00	10,000
391	Special Events and Activities	18,000.00	18,000
405	Contribution to the Risk Management Fund	24,921.73	24,922
407	Postage Expenses	400.00	400
408	Copier Expense	2,216.52	
	Excess copy fees	786.60	
	Fax line added to copier	410.40	
	Staples	133.00	
		3,546.52	3,547
910	Debt service on 2010 Pension Obligation Bonds	19,987.34	19,987
			1,318,133

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Mayor/Council		
Division:	Mayor/Council		
Division #:	400	Objective No.:	002
Title:	Mayor's Office		

#	Computation/Explanation		Amount
102	Mayor's Salary	89,880.00	89,880
140	Employer's portion of Social Security Tax	8,711.82	8,712
142	Employee Group Insurance - \$934.21/mo.	11,210.52	
	Group dental premiums - \$46.94/mo.	563.28	
		11,773.80	11,774
146	FRS Pension - Elected	66,824.78	66,825
305	Travel	20,000.00	20,000
306	US Conference of Mayors	5,270.00	
	Florida League of Mayors	1,000.00	
		6,270.00	6,270
315	Expense Account - \$1,250/mo.	15,000.00	
	Mayor's auto allowance - \$750/mo.	9,000.00	
		24,000.00	24,000
315	Discretionary/Outreach Fund	120,000.00	120,000
318	Advertising	39,500.00	39,500
			386,961

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Mayor/Council		
Division:	Mayor/Council		
Division #:	400	Objective No.:	003
Title:	District 1 Office		
#	Computation/Explanation		Amount
102	District 1 Council Salary	77,910.00	77,910
140	Employer's portion of Social Security Tax	7,887.92	7,888
142	Employee Group Insurance - \$2818.53/mo.	33,822.36	
	Group dental premiums - \$152.57/mo.	1,830.84	
		35,653.20	35,653
146	FRS Pension - Elected	60,504.95	60,505
305	Travel	10,000.00	10,000
315	Expense Account - \$1,250/mo.	15,000.00	
	Auto allowance - \$750/mo.	9,000.00	
	Cell phone allowance - \$100/mo.	1,200.00	
		25,200.00	25,200
315	Discretionary/Outreach Fund	100,000.00	100,000
318	Advertising	20,000.00	20,000
			337,156

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Mayor/Council		
Division:	Mayor/Council		
Division #:	400	Objective No.:	004
Title:	District 2 Office		

#	Computation/Explanation	Amount	
102	District 2 Council Salary	77,910.00	77,910
140	Employer's portion of Social Security Tax	7,887.92	7,888
142	Employee Group Insurance - \$1863.77/mo.	22,365.24	
	Group dental premiums - \$105.63/mo.	1,267.56	
		23,632.80	23,633
146	FRS Pension - Elected	60,504.95	60,505
305	Travel	10,000.00	10,000
315	Expense Account - \$1,250/mo.	15,000.00	
	Auto allowance - \$750/mo.	9,000.00	
	Cell phone allowance - \$100/mo.	1,200.00	
		25,200.00	25,200
315	Discretionary/Outreach Fund	100,000.00	100,000
318	Advertising	20,000.00	20,000
			325,136

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Mayor/Council		
Division:	Mayor/Council		
Division #:	400	Objective No.:	005
Title:	District 3 Office		

#	Computation/Explanation		Amount
102	District 3 Council Salary	77,910.00	77,910
140	Employer's portion of Social Security Tax	7,199.42	7,199
142	Employee Group Insurance - \$1863.77/mo.	22,365.24	
	Group dental premiums - \$105.63/mo.	1,267.56	
		23,632.80	23,633
146	FRS Pension - Elected	55,223.75	55,224
305	Travel	10,000.00	10,000
315	Expense Account - \$1,250/mo.	15,000.00	
	Cell phone allowance - \$100/mo.	1,200.00	
		16,200.00	16,200
315	Discretionary/Outreach Fund	100,000.00	100,000
318	Advertising	20,000.00	20,000
			310,166

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Mayor/Council		
Division:	Mayor/Council		
Division #:	400	Objective No.:	006
Title:	District 4 Office		

#	Computation/Explanation		Amount
102	District 4 Council Salary	77,910.00	77,910
140	Employer's portion of Social Security Tax	7,887.92	7,888
142	Employee Group Insurance - \$1863.77/mo.	22,365.24	
	Group dental premiums - \$105.63/mo.	1,267.56	
		23,632.80	23,633
146	FRS Pension - Elected	60,504.95	60,505
305	Travel	10,000.00	10,000
315	Expense Account - \$1,250/mo.	15,000.00	
	Auto allowance - \$750/mo.	9,000.00	
	Cell phone allowance - \$100/mo.	1,200.00	
		25,200.00	25,200
315	Discretionary/Outreach Fund	100,000.00	100,000
318	Advertising	20,000.00	20,000
			325,136

Dept. Summary Form

Department: City Manager
Dept #: 02

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	1,757,581	1,542,398	1,542,398	2,173,925
Operating Expenses	467,284	743,265	770,057	819,965
Internal Services	123,634	150,334	150,334	181,084
Operating Budget	2,348,499	2,435,997	2,462,789	3,164,974
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	52,261	52,845	52,845	52,118
Total Budget	2,400,760	2,488,842	2,515,634	3,227,092

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
City Manager	128	1
Senior Assistant City Manager	125	1
Assistant City Manager	125	2
Chief of Staff	120	1
Senior Executive Asst. to City Manager	116	1
Executive Assistant to City Manager	115	1
Public Records Specialist	103	1
Strategic Outreach Coordinator	114	1
Governmental Affairs Manager	117	1
Grants Administrator	115	1
Part-Time		1
Total # of Full-Time Employees		11
Total # of Part-Time Employees		1
Total # of Employees		12

2025-26 Operating Budget: 3,164,974
2024-25 Operating Budget: 2,435,997
Dollar Change: 728,977
Percentage Change: 29.93%

2025-26 Personnel - F.T.E. 11.00
2024-25 Personnel - F.T.E. 8.00
Personnel Changes: 3.00

Budget Summary Form

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

EXPENDITURE CATEGORY	FY24 Expend. FY24	FY25 Budget FY25	FY25 Expend. FY25	FY26 Budget FY26
Personnel Services	1,625,644	1,539,007	1,539,007	2,170,534
Operating Expenses	178,894	181,765	208,557	223,465
Internal Services	123,634	145,291	145,291	181,084
Operating Budget	1,928,172	1,866,063	1,892,855	2,575,083
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	47,301	48,237	48,237	52,118
Total Budget	1,975,473	1,914,300	1,941,092	2,627,201

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
City Manager	128	1
Senior Assistant City Manager	125	1
Assistant City Manager	125	2
Chief of Staff	120	1
Senior Executive Asst. to City Manager	116	1
Executive Assistant to City Manager	115	1
Public Records Specialist	103	1
Strategic Outreach Coordinator	114	1
Governmental Affairs Manager	117	1
Grants Administrator	115	1
Total # of Full-Time Employees		11

2025-26 Operating Budget: 2,575,083
2024-25 Operating Budget: 1,866,063
Dollar Change: 709,020

2025-26 Personnel - F.T.E. 11.00
2024-25 Personnel - F.T.E. 8.00
Personnel Changes: 3.00

Budget Objectives Form

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

Objective:

\$	2,627,201	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.
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ACTIVITIES:

\$	2,627,201	001	City Manager's Office: to provide leadership to the City administration, implements the policies and directives of the City Council, manages and supervises city staff and projects, and responds to residents' needs for information and services.
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**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		City Manager	
Division:		City Manager	
Division #:		405	Objective No.: 001
Title: City Manager's Office			
#	Computation/Explanation		Amount
101	Salaries	1,556,693.00	1,556,693
102	Salaries - Part Time	61,074.00	61,074
140	Employer's portion of Social Security Tax	116,452.84	116,453
141	Employer contribution to 691 Pension Plan	76,069.75	76,070
142	Employee Group Insurance - \$877.41/mo./ employee	118,438.12	
	Employee + Family Health - \$442.07/mo./ employee	26,524.20	
	Group dental premiums - \$13.18/mo./ employee	2,056.08	
	Life insurance premiums - .34/1000 x salaries	516.72	
	Add'l Life Insurance - .374/1000 x Exec salaries	138.10	
	AD & D insurance premiums - .04/1000 x salaries	60.79	
		147,734.01	147,734
144	Workers' Compensation coverage for General Fund Employees	42,472.69	42,473
147	FRS Pension - Regular	124,696.58	124,697
150	FRS Pension - Senior Management	45,340.45	45,340
303	Pre-printed forms, note pads, memo pads, business cards, etc.	450.00	450
304	Office supplies	9,000.00	9,000
305	Travel, Meetings, Conferences and Sponsorships	93,500.00	93,500
306	Memberships, Dues, and Subscriptions	16,500.00	16,500
311	Contractual Services	45,000.00	45,000
312	Printer/Fax cartridges	1,050.00	
	Government-in-the Sunshine Manuals (3)	5,045.00	
	Office Furniture	1,920.00	
		8,015.00	8,015

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	City Manager		
Division:	City Manager		
Division #:	405	Objective No.:	001
Title:	City Manager's Office		
#	Computation/Explanation	Amount	
315	Expense account - City Manager \$850/mo.	10,200.00	
	Car allowance - City Manager \$850/mo.	10,200.00	
	Car allowance - Sr. Asst. City Manager \$450/mo.	4,200.00	
	Car allowance - Asst. City Manager \$350/mo.	8,400.00	
	Car allowance - Chief of Staff \$350/mo.	4,200.00	
	Cell phone allowance - City Manager \$250/mo.	3,000.00	
	Cell phone allowance - Sr. Assistant City Manager \$175/mo.	1,200.00	
	Cell phone allowance - Assistant City Manager \$100/mo.	2,400.00	
	Cell phone allowance - Chief of Staff \$100/mo.	1,200.00	
	Cell phone allowance - Strategic Outreach Coordinator \$50/mo.	600.00	
	Cell phone allowance - Governmental Affairs Manager \$50/mo.	600.00	
	Cell phone allowance - Executive Assistant \$50/mo.	600.00	
	Cell phone allowance - Grants Manager \$50/mo.	600.00	
	Cell phone allowance - Sr. Executive Assistant \$50/mo.	600.00	
	Misc. Licenses and Fees	3,000.00	
		51,000.00	51,000
405	Contribution to the Risk Management Fund	64,984.49	64,984
407	Postage and overnight mailings	800.00	800
408	Copier lease	2,650.00	
	Per copy charge - overages	2,700.00	
	Staples	150.00	
		5,500.00	5,500
441	Vehicle Maintenance	109,800.00	109,800
910	Debt service on 2010 Pension Obligation Bonds	52,117.85	52,118
			2,627,201

Budget Summary Form

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

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	131,937	3,391	3,391	3,391
Operating Expenses	288,390	561,500	561,500	596,500
Internal Services	0	5,043	5,043	0
Operating Budget	420,327	569,934	569,934	599,891
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	4,960	4,608	4,608	0
Total Budget	425,287	574,542	574,542	599,891

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
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Total # of Full-Time Employees 0

2025-26 Operating Budget: 599,891
2024-25 Operating Budget: 569,934
Dollar Change: 29,957
Percentage Change: 5.26%

2025-26 Personnel - F.T.E. 0.00
2024-25 Personnel - F.T.E. 1.00
Personnel Change: -1.00

Budget Objectives Form

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

Objective:

\$ 599,891 To coordinate legislative programs for the City; facilitate and promote proactive relations and serve as the external contact for local, state, and federal agencies; provide external affairs and protocol support; assist with the interpretation and analysis of legislation to appropriate staff; prepare the legislative agenda; identify and develop intergovernmental resources; coordinate projects as assigned by the City Manager.

ACTIVITIES:

\$ 514,891	001	Governmental Affairs: provides funding to support the governmental affairs programs and initiatives, as well as lobbyist professionals to lobby on behalf of the City; seek funding and promote the Council's legislative agenda at the local, state and federal levels.
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\$ 85,000	004	Sister Cities International, Inc.: provides funds to support the City's involvement with Sister Cities International, Inc., which includes membership and travel 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.
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**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	City Manager		
Division:	Governmental Affairs		
Division #:	418	Objective No.:	001
Title:	Governmental Affairs		

#	Computation/Explanation		Amount
144	Workers' Compensation coverage for General Fund Employees	3,391.00	3,391
305	Dade days	1,200.00	
	GPA Conference	1,300.00	
		2,500.00	2,500
311	Legislative Lobbyist	105,000.00	
	Federal Lobbyist	105,000.00	
	County Lobbyist	105,000.00	
	Grant Writer (Bell Tower)	84,000.00	
	Sponsorship Agreement	85,000.00	
		484,000.00	484,000
312	Special Department Supplies:	5,000.00	5,000
318	Advertising/Marketing	20,000.00	20,000
			514,891

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	City Manager		
Division:	Governmental Affairs Manager		
Division #:	418	Objective No.:	004
Title:	Sister City Program		

#	Computation/Explanation		Amount
303	Printing and Binding	500.00	500
305	SCI State of Florida Annual Conference	6,000.00	
	Sister Cities International Annual National Conference	18,320.00	
	Training / Exchange with City of North Miami Sister City	2,000.00	
		26,320.00	26,320
306	Sister City Program Memberships	20,680.00	20,680
312	Sister Cities International events, programs, workshops	12,500.00	12,500
360	Contributions	25,000.00	25,000
			85,000

Budget Summary Form

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

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	511,812	563,916	567,590	772,947
Operating Expenses	215,226	276,904	348,361	138,830
Internal Services	21,169	25,557	26,879	30,881
Operating Budget	748,207	866,377	942,830	942,658
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	10,765	9,646	9,646	11,676
Total Budget	758,972	876,023	952,476	954,334

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Deputy City Clerk	122	1
Assistant City Clerk	115	1
Administrative Coordinator	109	2
Part-Time Employees		3
Total # of Full-Time Employees		4
Total # of Part-Time Employees		3
Total # of Employees		7

2025-26 Operating Budget: 942,658
2024-25 Operating Budget: 866,377
Dollar Change: 76,281
Percentage Change: 8.80%

2025-26 Personnel - F.T.E. 4.00
2024-25 Personnel - F.T.E. 3.00
Personnel Change: 1.00

Budget Objectives Form

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

Objective:

\$ 954,334 To support the City's operations by maintaining official records, overseeing elections, providing administrative support to the city council, and ensuring transparency and accessibility of public information.

ACTIVITIES:

\$ 772,881 001 **City Clerk:** record all Council actions taken during public meetings; keep and maintain official city contracts and agreements; codify and keep a journal of all ordinances and resolutions as may be enacted and adopted by the council; ensure citywide compliance with state and local financial disclosure laws; research and furnish information to the public, government agencies, and City departments; provide notary services; register lobbyists; serve as the municipal Supervisor of Elections as necessary; and, develop and execute civic engagement initiatives amongst the City neighbors.

\$ 181,453 002 **City Clerk Administration:** execute all activities related to passports, serving as a lead passport agent; providing administrative support to the entire office, serving as an interdepartmental liaison where necessary.

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		City Clerk	
Division:		City Clerk	
Division #:		407	Objective No.: 001
Title: City Clerk Administration			
#	Computation/Explanation		Amount
101	Salaries	228,380.26	228,380
102	City Clerk's Salary	77,910.00	
	Part-time staff - 3 employee	113,100.00	
102	Salaries - Part Time / City Clerk's Salary	191,010.00	191,010
104	Overtime	5,000.00	5,000
140	Employer's portion of Social Security Tax-FTE	17,516.99	
	Employer's portion of Social Security Tax-ELECTED	8,025.62	
	Employer's portion of Social Security Tax-TEC	8,652.15	
140	Employer's portion of Social Security Tax	34,194.76	34,195
141	Employer contribution to 691 Pension Plan	21,639.86	21,640
142	Group health premiums - \$934.21/mo. x 12 mos. x City Clerk	11,210.52	
	Group health premiums - \$854.73/mo. x 12 mos. x 2 emp	20,513.52	
	Group dental premiums - \$13.18/mo. x 12 mos. x 2 emp	316.22	
	Group dental premium - \$46.94/mo. x 12 mos. x City Clerk	563.28	
	Add'l Life Insurance - .374/1000 x Deputy City Clerk Salary	53.70	
	Life insurance premiums - .34/1000 x salaries	104.14	
	AD & D insurance premiums - .04/1000 x salaries	12.25	
		32,773.63	32,774
144	Workers' Compensation coverage for General Fund Employees	7,399.86	7,400
146	FRS Pension - Elected	45,717.59	45,718
147	FRS Pension - Regular	31,210.01	31,210
303	License Decals	600.00	
	Generic City Forms	500.00	
		1,100.00	1,100
304	General Office Supplies	1,200.00	1,200
305	Conferences and meeting expenses for City Clerk and Staff	10,000.00	
	IIMC Annual Conference	4,000.00	
		14,000.00	14,000

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	City Clerk		
Division:	City Clerk		
Division #:	407	Objective No.:	001
Title:	City Clerk Administration		

#	Computation/Explanation	Amount	
306	International Institute of Municipal Clerks	900.00	900
308	Staff Shirts	250.00	
	Shirts for City Clerk	150.00	
		400.00	400
315	Expense Account for City Clerk	15,000.00	
	Car Allowance City Clerk @ \$750/month - Deputy City Clerk @ \$250/month	12,000.00	
	Cell Allowance	600.00	
	Notary Renewal	130.00	
	Filing Fees	5,000.00	
		32,730.00	32,730
318	Advertising	70,000.00	70,000
331	Campaign Filing/Notarization	4,000.00	4,000
391	Special Events and Activities	5,000.00	5,000
397	Ordinance Codification and Code Supplements on CD	7,500.00	
	Miami-Dade County Filing Fees	2,000.00	
		9,500.00	9,500
405	Contribution to the Risk Management Fund	11,322.00	11,322
407	Mail Renewal Notices, Passports	11,322.00	11,322
408	Copier	4,200.00	
	Extra Copies	750.00	
	Staples	50.00	
		5,000.00	5,000
910	Debt service on 2010 Pension Obligation Bonds	9,080.30	9,080
			772,881

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		City Clerk		
Division:		City Clerk		
Division #:		407	Objective No.:	002
Title: Interpreter Services				
#	Computation/Explanation			
101	Salaries	126,493.37	126,493	
140	Employer's portion of Social Security Tax	9,676.74	9,677	
142	Group health premiums - \$822.04/mo. /employee	19,728.96		
	Group dental premiums - \$13.18/mo. /employee	316.32		
	Life insurance premiums - .34/1000 x salaries	43.01		
	AD & D insurance premiums - .04/1000 x salaries	5.06		
		20,093.35	20,093	
144	Workers' Compensation coverage for General Fund Employees	2,115.79	2,116	
147	FRS Pension - Regular	17,241.05	17,241	
405	Contribution to the Risk Management Fund	3,237.22	3,237	
910	Debt service on 2010 Pension Obligation Bonds	2,596.27	2,596	
			181,453	

Dept. Summary Form

Department: Finance
Dept #: 04

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	2,911,388	3,511,963	3,399,141	3,658,058
Operating Expenses	229,536	838,866	778,407	736,870
Internal Services	149,009	213,318	214,362	218,443
Operating Budget	3,289,933	4,564,147	4,391,910	4,613,371
		0		
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	105,198	114,351	114,351	100,925
Subtotal Budget	<u>3,395,131</u>	<u>4,678,498</u>	<u>4,506,261</u>	<u>4,714,296</u>

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Chief Financial Officer	124	1
Finance Director	122	1
Assistant Finance Director	119	1
Utility Billing and Liens Manager	116	1
Chief Accountant	116	1
Senior Accountant	111	1
Executive Assistant to the CFO	115	1
Utility Business Supervisor	112	1
Utility Supervisor	112	1
Payroll Analyst	111	1
Senior Cashier	110	1
Accounts Payable Coordinator	109	1
Utilities Collections Coordinator	109	2
Utility Business Coordinator (Billing)	109	1
Utility Business Coordinator	109	1
Junior Accountant	107	2
Account Clerk	105	9
Meter Reader II	105	3
Meter Reader	104	3
Part Time		1
Total # of Full-Time Employees		<u>33</u>
Total # of Part-Time Employees		<u>1</u>

2025-26 Operating Budget: 4,613,371
2024-25 Operating Budget: 4,564,147
Dollar Change: 49,224
Percentage Change: 1.08%

2025-26 Personnel - F.T.E. 33
2024-25 Personnel - F.T.E. 34
Personnel Change: (1)

Budget Summary Form

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

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	750,566	596,441	604,667	895,523
Operating Expenses	134,610	227,799	177,799	200,689
Internal Services	24,457	23,421	23,421	25,958
Operating Budget	909,633	847,661	805,887	1,122,170
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	24,844	27,859	27,859	18,733
Total Budget	934,477	875,520	833,746	1,140,903

Deputy CFO (Finance)	Salary Sch.	# of Positions
Chief Financial Officer	124	1
Finance Director		1
Assistant Finance Director	119	1
Executive Assistant to the CFO	115	1
Part Time		1
Total # of Full-Time Employees		5

2025-26 Operating Budget: 1,122,170
2024-25 Operating Budget: 847,661
Dollar Change: 274,509
Percentage Change: 32.38%

2025-26 Personnel - F.T.E. 5.00
2024-25 Personnel - F.T.E. 3.00
Personnel Change: 2.00

Budget Objectives Form

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

Objective:

\$ 1,140,903 To manage the Finance Department's five operating divisions - Administration, Accounting, Utility Billing, Liens; and prepare financial reports for the annual independent audit as required by State law and the City Charter.

ACTIVITIES:

\$	980,603	001	Finance Administration: the Finance Department was created, and is guided by provisions of the City Charter to ensure a clear division of duties and necessary internal controls over the City's cash and investments, revenues, expenditures, capital assets, utility billing, accounts receivable, accounts payable, accounting, payroll, and administrative support for the City's two pension plans. Ensure efficient financial operations of the City; provide management and administrative support to other Finance divisions; bill and collect for miscellaneous services for operating departments; coordinate the external audit; provide financial administration for grants.
\$	160,300	002	Annual Independent Audit: the City contracts with an independent audit firm to conduct an annual audit of the City's financial records as required by Florida Statutes (Section 11.45) and the City Charter (Article 11, Section 9(14)); this includes the Federal and State Single Audits. The City retains the services of an independent third-party audit firm to conduct internal audits and reviews as needed.

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Finance		
Division:	Administration		
Division #:	409	Objective No.:	001
Title:	Finance Administration		
#	Computation/Explanation		Amount
101	Salaries	587,434.11	587,434
102	Part time Salaries	75,400.00	75,400
140	Employer's portion of Social Security Tax @ 7.65% of Salaries	50,706.81	
	Employer's portion of Medicare Tax @ 1.45% of Salaries	9,611.09	
140	Employer's portion of Social Security Tax	60,317.90	60,318
141	Employer contribution to 691 Pension Plan	36,214.27	36,214
142	Group health premiums - \$887.41/mo./ employee	42,595.68	
	Employee + Child(ren) premiums - \$442.07/mo./ employee	5,304.84	
	Group dental premiums - \$13.18/mo./ employee	474.48	
	Life insurance premiums - .34/1000 x salaries	199.73	
	Add'l Life Insurance - .374/1000 x Exec salary	76.67	
	AD & D insurance premiums - .04/1000 x salaries	23.50	
		48,674.90	48,675
144	Workers' Compensation coverage for General Fund Employees	15,266.37	15,266
150	FRS - Senior Management	72,215.84	72,216
303	Printing & Binding	500.00	500
304	Office Supplies	700.00	700
305	Travel, Conferences & Meetings:		
	GFOA Conference: 2 attendees	8,500.00	
	Training CPE (webinars and courses)	250.00	
	FICPA OMB update	1,500.00	
		10,250.00	10,250
306	Memberships, Dues and Subscriptions		
	American Institute of CPA's - 2 Employees	590.00	
	Government Finance Officers Association - National (2 members)	400.00	
	Florida GFOA - Finance Director and Asst. Finance Director	70.00	
	South Florida GFOA - (4 members)	100.00	
	CPA License (Ethics & CPE) (CFO & Assistant Finance Director)	1,170.00	
	GFOA-GASB Comprehensive Subscription	865.00	
		3,195.00	3,195

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Finance		
Division:	Administration		
Division #:	409	Objective No.:	001
Title:	Finance Administration		
#	Computation/Explanation		Amount
311	Contractual Services	15,000.00	15,000
312	Special Department Supplies: Publications/products	1,750.00	1,750
315	Miscellaneous Expense		
	Car allowance - CFO \$250/mo.	3,000.00	
	Cell phone allowance - CFO \$100/mo.	1,200.00	
	Assistant Finance Director's cell phone allowance \$50/mo. x 12 months	0.00	
	Cell phone allowance - Assistant Finance Director \$50/mo.	600.00	
	GFOA Certificate of Achievement Application fee	700.00	
		5,500.00	5,500
319	GFOA Certified Public Financial Officer Training (CPFO)	750.00	
	Funds for training classes, seminars for Finance employees	2,500.00	
		3,250.00	3,250
321	Public Official Bond - Chief Finance Officer	243.80	244
405	Contribution to the Risk Management Fund	23,358.01	23,358
407	Courier or Overnight	100.00	100
408	Copier Expenses		
	Lease and Maintenance	2,420.00	
	Staple Cartridges	80.00	
		2,500.00	2,500
910	Debt service on 2010 Pension Obligation Bonds	18,733.23	18,733
			980,603

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Finance		
Division:	Administration		
Division #:	409	Objective No.:	002
Title:	Annual Independent Audit		

#	Computation/Explanation		Amount
303	Printing & binding the City's audited financial statements (ACFR)	2,500.00	2,500
310	Fee for independent auditing of City financial records		
	Financial Audit	110,000.00	
	Actuary GRS:		
	OPEB	9,000.00	
	CTS	2,900.00	
	NMPD	2,900.00	
	Internal Audit	15,000.00	
	Federal Single Audit	10,000.00	
	Florida Single Audit	8,000.00	
		157,800.00	157,800
			160,300

Budget Summary Form

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

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	695,353	861,327	872,954	967,272
Operating Expenses	6,149	19,525	19,525	21,590
Internal Services	28,662	35,238	35,238	41,416
Operating Budget	730,164	916,090	927,717	1,030,278
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	28,308	27,263	27,263	28,405
Total Budget	758,472	943,353	954,980	1,058,683

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Chief Accountant	116	1
Senior Accountant	111	1
Payroll Analyst	111	1
Senior Cashier	110	1
Accounts Payable Coordinator	109	1
Junior Accountant	107	2
Account Clerk	105	2
Total # of Full-Time Employees		9

2025-26 Operating Budget: 1,030,278
2024-25 Operating Budget: 916,090
Dollar Change: 114,188
Percentage Change: 12.46%

2025-26 Personnel - F.T.E. 9.00
2024-25 Personnel - F.T.E. 9.00
Personnel Change: 0.00

Budget Objectives Form

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

Objective:

\$ 1,058,683 To process and record financial transactions accurately and timely, prepare monthly financial reports, oversee the investment of City funds, reconcile bank accounts, submit required reports to agencies, including other governments, process cash receipts from customers and process payments to vendors and employees on a timely basis.

ACTIVITIES:

\$ 686,366	001	Accounting: prepares financial statements and provide control of funds and payments for the City and ensure the maximum return on investments while minimizing risk. Processes accounts payable disbursements and payments on bond indebtedness in a timely manner. Handles accounting for requisitions, disposal, recording and reporting of fixed assets. Records deposit of revenues from other governmental agencies, business and customers.
\$ 188,390	002	Central Cashier: provides a centralized location for customers and City departments to conduct cash transactions and ensure proper internal controls over financial transaction processing.
\$ 183,927	003	Payroll: prepares weekly payroll for all City employees including input, calculation and distribution; manages payroll direct deposits and transmission of data to financial institutions and associated registers; prepares electronic fund transfers to financial institutions for payroll deposits, IRS payroll tax and other deductions to state and federal agencies.

**CITY OF NORTH MIAMI
FISCAL YEAR 2024-25
EXPENSE DETAIL WORKSHEET**

Department:	Finance		
Division:	Accounting		
Division #:	410	Objective No.:	001
Title:	Accounting		
#	Computation/Explanation		Amount
101	Salaries	387,566.71	387,567
102	Salaries - Part time	78,416.00	78,416
140	Employer's portion of Social Security Tax	35,647.68	35,648
141	Employer's contribution to 691 Pension Plan	36,804.72	36,805
142	Group health premiums - \$728.62/mo./ employee	52,460.64	
	Group dental premiums - \$13.18/mo./ employee	790.80	
	Life insurance premiums - .34/1000 x salaries	131.77	
	AD & D insurance premiums - .04/1000 x salaries	15.50	
		53,398.71	53,399
144	Workers' Compensation coverage for General Fund Employees	15,537.26	15,537
147	FRS Pension - Regular	18,956.16	18,956
303	Printing, Binding & Envelopes	750.00	750
304	Office Expense	500.00	500
305	Travel, Other local seminars (Ethics, Investments, webinars, etc.)	3,300.00	3,300
306	Florida Government Finance Officers Association (4)	300.00	300
308	Uniforms	1,500.00	1,500
312	Black & White laser cartridges	4,000.00	4,000
315	Miscellaneous Expense- Cell Phone Allowance - Chief Acct. \$50/ mo.	600.00	600
319	GFOA Certified Public Financial Officer Training (CPFO)	750.00	750
405	Contribution to the Risk Management Fund	23,772.47	23,772
407	Postage	5,500.00	5,500
910	Debt service on 2010 Pension Obligation Bonds	19,065.62	19,066
			686,366

**CITY OF NORTH MIAMI
FISCAL YEAR 2024-25
EXPENSE DETAIL WORKSHEET**

Department:	Finance		
Division:	Accounting		
Division #:	410	Objective No.:	002
Title:	Central Cashier		
#	Computation/Explanation		Amount
101	Salaries	114,373.66	114,374
140	Employer's portion of Social Security Tax	8,749.58	8,750
141	Employer's contribution to 691 Pension Plan	11,717.59	11,718
142	Group health premiums - \$887.41/mo./ employee	21,297.84	
	Group dental premiums - \$13.18/mo./ employee	316.32	
	Dependents' coverage - \$150/mo. x 12 mos./ employee	0.00	
	Life insurance premiums - .34/1000 x salaries	38.89	
	AD & D insurance premiums - .04/1000 x salaries	4.57	
		21,657.62	21,658
144	Workers' Compensation coverage for General Fund Employees	4,683.66	4,684
147	FRS Pension - Regular	8,243.11	8,243
308	Uniforms	300.00	300
312	Special Department Supplies		
	Supplies for the printers and credit card machines	4,000.00	
	Ink roller and supplies for endorser	150.00	
	Counterfeit pens and operating supplies	500.00	
		4,650.00	4,650
331	Maint. & Operation of Equip.		
	Service agreement for check endorser	700.00	
	Parts for check endorser not covered in agreement	400.00	
		1,100.00	1,100
405	Contribution to the Risk Management Fund	7,166.14	7,166
910	Debt service on 2010 Pension Obligation Bonds	5,747.28	5,747
			188,390

**CITY OF NORTH MIAMI
FISCAL YEAR 2024-25
EXPENSE DETAIL WORKSHEET**

Department:	Finance		
Division:	Accounting		
Division #:	410	Objective No.:	003
Title:	Payroll		
#	Computation/Explanation		Amount
101	Salaries	139,315.44	139,315
140	Employer's portion of Social Security Tax	6,184.97	6,185
141	Employer's contribution to 691 Pension Plan	12,228.43	12,228
142	Group health premiums - \$887.41/mo./ employee	10,648.92	
	Group dental premiums - \$13.18/mo./ employee	182.16	
	Dependents' coverage - \$150/mo. x 12 mos. x 1 employee	0.00	
	Life insurance premiums - .34/1000 x salaries	27.49	
	AD & D insurance premiums - .04/1000 x salaries	3.23	
		10,861.80	10,862
144	Workers' Compensation coverage for General Fund Employees	2,926.89	2,927
303	Tax Filling Forms	775.00	775
306	Membership, Due and Subscriptions - Payroll Org	300.00	300
308	Uniforms	300.00	300
312	Special Department Supplies	600.00	600
315	Cell Phone Allowance - Payroll Analyst \$50/ mo.	600.00	600
319	Fundamental Payroll Certification (FPC) for Payroll Analyst	1,265.00	1,265
405	Contribution to the Risk Management Fund	4,478.23	4,478
407	Postage	500.00	500
910	Debt service on 2010 Pension Obligation Bonds	3,591.56	3,592
			183,927

Budget Summary Form

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

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	1,288,720	1,423,428	1,443,591	1,533,302
Operating Expenses	87,470	145,708	135,249	102,809
Internal Services	88,290	121,641	121,641	127,719
Operating Budget	1,464,480	1,690,777	1,700,481	1,763,830
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	43,500	41,426	41,426	45,887
Total Budget	1,507,980	1,732,203	1,741,907	1,809,717

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Utility Billing and Liens Manager	116	1
Utility Business Supervisor	112	1
Utility Supervisor	112	1
Utility Business Coordinator	109	2
Account Clerk	105	7
Meter Reader II	105	3
Meter Reader	104	3
Total # of Full-Time Employees		18

2025-26 Operating Budget: 1,763,830
2024-25 Operating Budget: 1,690,777
Dollar Change: 73,053
Percentage Change: 4.32%

2025-26 Personnel - F.T.E. 18.00
2024-25 Personnel - F.T.E. 18.00
Personnel Change: 0.00

Budget Objectives Form

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

Objective:

\$ 1,809,717 To accurately and efficiently provide meter reading, customer service (in person and telephonically), and billing for the City's approximately 22,000 water, sewer, sanitation, recycling, grease trap, backflow and stormwater utility customers.

ACTIVITIES:

\$ 1,138,770	001	Customer Service (Office): prepares monthly/quarterly customer utility bills and processes new service applications, resolves customer complaints, coordinates field activities, prepares internal annual reports, and conducts collection efforts on delinquent accounts.
\$ 611,947	002	Field Operations: provides quarterly/monthly water meter reads. Provides supporting documents and field surveillance of the existing meter area conditions. Provides water meter turn on/off service for initial/conclusion of accounts as required by customers. Investigates leaks, addresses customer consumption inquiries and minor meter repairs, provides collection assistance for delinquent accounts and field assistance to Public Works.
\$ 59,000	003	Vehicles: provides funds for the daily operation, preventive maintenance, emergency repairs and replacement of vehicles.

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Finance		
Division:	Utility Services		
Division #:	412	Objective No.:	001
Title:	Customer Service (Office)		
#	Computation/Explanation		Amount
101	Salaries	691,730.82	691,731
140	Employer's portion of Social Security Tax	52,917.41	52,917
141	Employer's contribution to 691 Pension Plan	39,766.57	39,767
142	Group health premiums - \$887.41/mo./ employees	117,138.12	
	Employee + Child(ren) - \$414.07/mo./ employee	9,937.68	
	Group Dental premiums - \$13.18/mo./ employee	1,739.76	
	Life insurance premiums - .34/1000 x salaries	235.19	
	AD & D insurance premiums - .04/1000 x salaries	28.67	
		129,079.42	129,079
144	Workers' Compensation for General Fund Employees	24,510.50	24,511
147	FRS Pension - Regular	50,253.07	50,253
303	Deposit Receipts	400.00	
	Continuous form postcards	800.00	
		1,200.00	1,200
304	Office Expense	3,000.00	3,000
305	Travel, Meetings, and Conferences	1,500.00	1,500
308	Uniforms	1,680.00	1,680
311	Mailing & Printing Services for Utility Bills:		
	Initial Bill	41,530.00	
	Final Bills and Second Notices	19,902.00	
	Utilities	2,216.50	
		65,448.50	65,449
312	Special Department Supplies		
	Printer cartridges	868.00	
	4 fax cartridges	132.00	
		1,000.00	1,000

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Finance		
Division:	Utility Services		
Division #:	412	Objective No.:	001
Title:	Customer Service (Office)		
#	Computation/Explanation		Amount
315	Cell Allowance - Utility Billing and Liens Manager \$50/ mo.	600.00	600
405	Contribution to the Risk Management Fund	37,501.80	37,502
407	Postage for postcards and other miscellaneous mailings	6,000.00	6,000
408	Copier Expenses:		
	Operating Lease	1,614.00	
	Maintenance - Base charge	600.00	
	15,000 Copies	150.00	
	Staple cartridge	140.00	
		2,504.00	2,504
910	Debt service on 2010 Pension Obligation Bonds	30,076.61	30,077
			1,138,770

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Finance	
Division:		Utility Services	
Division #:		412	Objective No.: 002
Title: Field Operations			
#	Computation/Explication		Amount
101	Salaries	370,151.74	370,152
140	Employer's portion of Social Security Tax	28,541.52	28,542
141	Employer's contribution to 691 Pension Plan	11,362.03	11,362
142	Group health premiums - \$838.29/mo./ employee	74,542.44	
	Group dental premiums - \$13.42/mo./ employee	1,107.12	
	Dependent coverage - \$480.43/mo. x 12 mos./ employee	5,765.16	
	Life insurance premiums - .34/1000 x salaries	125.85	
	AD & D insurance premiums - .04/1000 x salaries	14.81	
		81,556.38	81,556
144	Workers' Compensation coverage for General Fund Employees	12,884.03	12,884
147	FRS Pension - Regular	40,547.51	40,548
303	Printing and Binding:	2,500.00	2,500
308	Uniforms (for UBFC):		
	Cleaning	975.00	
	40 pants	800.00	
	55 golf shirts	1,210.00	
	7 Safety shoes	665.00	
	28 T-shirts	140.00	
		3,790.00	3,790
311	Contractual Services	14,000.00	14,000
312	Special Department Supplies: General Supplies	3,500.00	3,500
315	Cell Phone Allowance - (7) Meter Reader \$35/mo.	2,940.00	2,940
316	Small Tools (for UBFC):		
	Handheld Meter Readers units (7) Maintenance	1,550.00	
	Hedge Trimmer	15.00	
	Bolt Cutter	15.00	
	Wrench and shovel	10.00	
	Pressure Gauge	10.00	

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Finance		
Division:	Utility Services		
Division #:	412	Objective No.:	002
Title:	Field Operations		
#	Computation/Explanation	Amount	
316	Other Small Tools	50.00	
		1,650.00	1,650
405	Contribution to the Risk Management Fund	19,712.96	19,713
407	Postage: Post Office - Mail Pick Up Call Service Fee	3,000.00	3,000
910	Debt service on 2010 Pension Obligation Bonds	15,809.88	15,810
			611,947

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Finance		
Division:	Utility Services		
Division #:	412	Objective No.:	003
Title:	Finance Vehicles		
#	Computation/Explanation		Amount
441	Vehicle Maintenance	59,000.00	59,000

Budget Summary Form

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

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	176,749	237,633	237,633	261,961
Operating Expenses	1,307	387,849	387,849	411,782
Internal Services	7,600	22,064	23,108	23,350
Operating Budget	185,656	647,546	648,590	697,094
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	8,546	7,825	7,825	7,900
Total Budget	194,202	655,371	656,415	704,993

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Utility Collections Coordinator	109	2
Account Clerk (liens)	105	1
Total # of Full-Time Employees		3

2025-26 Operating Budget: 697,094
2024-25 Operating Budget: 647,546
Dollar Change: 49,548
Percentage Change: 7.65%

2025-26 Personnel - F.T.E. 3.00
2024-25 Personnel - F.T.E. 3.00
Personnel Change: 0.00

Budget Objectives Form

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

Objective:

\$ 704,993 To ensure collection of the City's past due receivables including charges for lien, utility services, miscellaneous services and code enforcement violations. Also processes lien search requests, mitigation requests and lien releases.

ACTIVITIES:

\$ 297,131 001 **Liens and Collection Processing:** provides accurate and efficient lien search data to title companies, attorneys and other interested parties. Records and releases all certified liens placed by the City against properties serviced or cited. Posts and files all legal Miami-Dade County recording information. Computes and posts interest receivable on recorded liens through collection date. Collects funds on recorded and past due liens. Coordinates and processes forms with outside collection services to recover revenues and costs.

\$ 407,862 002 **Assets Management:** Asset management for the Alhambra Heights property, M2J2 property, and Satellite Office involves the strategic oversight and maintenance of these assets to ensure their optimal use, value preservation, and alignment with organizational goals. This includes regular evaluation of property conditions, managing operational costs, and implementing improvements to enhance their functionality and market value. Additionally, proactive management practices are employed to address any potential risks, ensuring these properties remain valuable and productive assets for the organization.

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Finance		
Division:	Liens and Collection Processing		
Division #:	414	Objective No.:	001
Title:	Liens and Collection Processing		
#	Computation/Explanation		Amount
101	Salaries	179,440.99	179,441
140	Employer's portion of Social Security Tax	13,727.24	13,727
141	Employer's contribution to 691 Pension Plan	9,341.59	9,342
142	Group health premiums - \$854.73/mo./ employee	30,770.28	
	Group dental premiums - \$13.18/mo./ employee	474.48	
	Family coverage - \$484.08/mo./ employee	5,808.96	
	Life insurance premiums - .34/1000 x salaries	61.01	
	AD & D insurance premiums - .04/1000 x salaries	7.18	
		37,121.91	37,122
144	Workers' Compensation coverage	6,437.84	6,438
147	FRS Pension - Regular	15,891.55	15,892
303	Printing & Binding	100.00	100
304	Office Expense	400.00	400
305	Travel, Conferences, Meeting (GFOA)	2,500.00	2,500
308	Uniforms	420.00	420
312	Special Department Supplies	500.00	500
405	Contribution to the Risk Management Fund	9,850.08	9,850
407	Postage	3,500.00	3,500
413	Recording fees	10,000.00	10,000
910	Debt service on 2010 Pension Obligation Bonds	7,899.81	7,900
			297,131

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Finance	
Division:		Asset Management	
Division #:		414	Objective No.: 002
Title: Asset Management			
#	Computation/Explanation		Amount
304	Office Expense	5,000.00	5,000
311	Contractual Services	15,000.00	15,000
315	Miscellaneous	5,000.00	5,000
320	Alhambra Heights (3 properties including Property Taxes)	183,984.33	375,777
	M2J2- 660 NW 125 Street (including Property Taxes)	167,833.17	
	13753 NW 7th Ave	23,958.00	
	1665 NE 126 ST	1.00	
		375,776.50	
321	Insurance - NoMi Village & Parking Lot Scott Galvin	7,085.94	7,086
			407,862

Budget Summary Form

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

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	954,336	1,204,982	1,204,982	1,357,492
Operating Expenses	262,273	385,836	350,054	390,815
Internal Services	40,855	47,680	41,000	67,092
Operating Budget	1,257,464	1,638,498	1,596,036	1,815,399
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	40,707	40,231	40,231	42,861
Total Budget	1,298,171	1,678,729	1,636,267	1,858,260

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
City Attorney	127	1
Deputy City Attorney	125	1
Assistant City Attorney	122	1
Legal Operations Manager	119	1
Legal Office Administrator	115	1
Paralegal	113	1
Part-Time		1
Total # of Full-Time Employees		7

2025-26 Operating Budget: 1,815,399
2024-25 Operating Budget: 1,638,498
Dollar Change: 176,901
Percentage Change: 10.80%

2025-26 Personnel - F.T.E. 7.00
2024-25 Personnel - F.T.E. 6.00
Personnel Change: 1.00

Budget Objectives Form

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

Objective:

\$ 1,858,260 To provide legal counsel and representation to the city, including the mayor, city council, city boards, commissions, the city manager, and city staff, ensuring that all city operations comply with local, state, and federal laws.

ACTIVITIES:

\$ 1,543,260	001	City Attorney's Office: provide in-house legal counsel to the City Council, City Boards, City Manager and City Staff.
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\$ 315,000	002	Contractual Outside Counsel/Case Costs In-House and Outside Counsel: provide 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).
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**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Office of the City Attorney	
Division:		City Attorney	
Division #:		415	Objective No.: 001
Title: City Attorney's Office			
#	Computation/Explanation		Amount
101	Salaries	1,065,440.00	1,065,440
102	Salaries - Part Time	2,500.00	2,500
140	Employer's portion of Social Security Tax @ 6.2% of Salaries	44,943.41	
	Employer's portion of Medicare Tax @ 1.45% of Salaries	15,875.18	
140	Employer's portion of Social Security Tax	60,818.59	60,819
141	Employer's contribution to 691 Pension Plan	63,438.64	63,439
142	Group health premiums - \$887.41/mo./ employee	63,893.52	
	Employee + Family Health - \$473.60/mo./ employee	22,732.80	
	Group dental premiums - \$16.61/mo./ employee	1,195.92	
	Life insurance premiums - .34/1000 x salaries	362.25	
	Add'l Life Insurance - .374/1000 x Exec Salaries	201.28	
	AD & D insurance premiums - .04/1000 x salaries	42.62	
	City Attorney Disability Insurance	1,120.08	
		89,548.47	89,548
144	Workers' Compensation coverage for General Fund Employees	34,929.03	34,929
147	FRS Pension - Regular	40,816.73	40,817
303	Business cards, stationery, note pads, and preprinted forms	300.00	300
304	Office expense	5,000.00	5,000

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Office of the City Attorney		
Division:	City Attorney		
Division #:	415	Objective No.:	001
Title:	City Attorney's Office		

#	Computation/Explanation	Amount	
305	Fla Bar Annual Local Gov't Law in Florida Conference	4,500.00	
	Bar Association and miscellaneous conferences or seminars	3,000.00	
	Miscellaneous meetings	500.00	
	Internat'l Municipal Lawyers Org Conference for City Attorney	3,000.00	
		11,000.00	11,000
306	Florida Bar Dues-City Attorney	335.00	
	Florida Bar Dues-Deputy and Assistant City Attorneys	670.00	
	DC Bar Dues	341.00	
	Notary Public Renewal - Paralegal	150.00	
	Florida Bar Dues-Paralegal	150.00	
	Florida Bar Certification for City Attorney & Deputy & Assist. CA	450.00	
	Law Library online subscription updates and reference materials	8,945.04	
	Lexis Nexis	479.00	
	Annual Print Materials and miscellaneous publications	675.00	
	Government-in-the-sunshine	120.00	
		12,315.04	12,315
312	Fax and printer cartridges, Government-in-the-Sunshine	800.00	800
313	Miscellaneous software licenses or software upgrades	5,000.00	5,000
315	Expense allowance - City Attorney \$800/mo.	9,000.00	
	Car allowance - City Attorney \$850/mo.	9,600.00	
	Car allowance - Deputy City Attorney \$450/mo.	1,800.00	
	Car allowance - Asst. City Attorney \$250/mo.	600.00	
	Cell phone allowance - City Attorney \$250/mo.	5,400.00	
	Cell phone allowance - Deputy City Attorney \$100/mo.	3,000.00	
	Cell phone allowance - Asst. City Attorney \$100/mo.	1,200.00	
	Cell phone allowance - 2 Paralegal \$50/mo.	1,800.00	
		32,400.00	32,400
343	Case costs - Matters litigated in House	9,000.00	9,000
405	Contribution to the Risk Management Fund	53,442.47	53,442

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Office of the City Attorney		
Division:	City Attorney		
Division #:	415	Objective No.:	001
Title:	City Attorney's Office		
#	Computation/Explanation		Amount
407	Postage expenses for City Attorney correspondence	150.00	150
408	Digital copier machine lease/purchase	2,500.00	
	Excess copies	860.00	
	Staples	140.00	
		3,500.00	3,500
441	Vehicle Maintenance	10,000.00	10,000
910	Debt service on 2010 Pension Obligation Bonds	42,861.09	42,861
			1,543,260

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Office of the City Attorney		
Division:	City Attorney		
Division #:	415	Objective No.:	002
Title:	Contractual outside counsel/Case Costs - In-House and outside counsel		

#	Computation/Explanation		Amount
309	Outside contractual legal counsel:	300,000.00	300,000
343	Overnight delivery or other costs directly related to legal matters handled by outside legal counsel	15,000.00	15,000
			315,000

Budget Summary Form

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

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	624,381	689,361	723,842	876,203
Operating Expenses	168,506	223,740	156,858	219,503
Internal Services	24,970	23,622	28,592	41,304
Operating Budget	817,857	936,723	909,292	1,137,010
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	21,131	21,584	21,584	21,641
Total Budget	838,988	958,307	930,876	1,158,651

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Personnel Administration Director	124	1
Assistant Personnel Director	118	1
Benefits Manager	117	1
Asst to Personnel Director	112	1
Personnel Specialist	110	1
Administrative Specialist	106	1
Total # of Full-Time Employees		6

2025-26 Operating Budget: 1,137,010
2024-25 Operating Budget: 936,723
Dollar Change: 200,287
Percentage Change: 21.38%

2025-26 Personnel - F.T.E. 6.00
2024-25 Personnel - F.T.E. 5.00
Personnel Change: 1.00

Budget Objectives Form

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

Objective:

\$ 1,158,651 To manage human resources effectively, ensuring that the city attracts, develops, and retains a qualified workforce to meet its operational needs. This includes managing benefits for employees, retirees, and elected officials, implementing civil service rules, and promoting an equitable working environment in compliance with laws, local regulations, and city ordinances.

ACTIVITIES:

\$ 991,769	001	Personnel Administration Services: coordinate and implement personnel services including recruiting, testing, interviewing prospective employees, and placement; maintain and/or manage position control listing, classification and pay rates, employee records; and employee benefits and billings; comply with COBRA (Consolidated Omnibus Budget Reconciliation Act), FMLA (Family and Medical Leave Act), ADA (Americans with Disabilities Act), FLSA (Fair Labor Standards Act) and HIPAA (Health Insurance Portability and Accountability Act) regulations; maintain accurate records of participants covered under the health/dental, life insurance, and flexible benefits plans; administer collective bargaining agreements; process Equal Opportunity, discrimination and harassment complaints/charges; oversee Employee Assistance, Violence in the Workplace, and Drug Free Workplace programs; provide assistance during Personnel Board appeal hearings; and comply with the Federal Omnibus Transportation Employee Testing Act of 1991.
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\$ 5,382	002	U.S. DOT Alcohol and Drug Testing Program: collaborate with a third party to administer 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 provide required training for supervisors and employees on an annual basis.
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Budget Objectives Form

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

\$	20,500	004	Employee Training Program: increase employee awareness of City policies and federal, state and local laws. Annual training is provided by City staff and outside consultants.
\$	50,000	005	Tuition Reimbursement: reimburse employees for completing college coursework or technical classes to increase knowledge and skills, which will prepare them for job promotions. Reimbursements for tuition and fees for laboratory classes will be provided up to the limit described in city policy.
\$	29,000	007	Employee Appreciation: purchase service awards to be presented to employees quarterly and annually. Purchase of employee retirement plaques. Provide funds for an annual Employee Appreciation Day.
\$	62,000	011	Wellness Program: provide funding for community event registrations, t-shirts, supplies, health risk assessments, nutrition/health screenings and seminars.

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Personnel Administration	
Division:		Personnel Administration	
Division #:		417	Objective No.: 001
Title: Personnel Administration Services			
#	Computation/Explanation		Amount
101	Salaries	573,798.37	573,798
102	Salaries - Part Time/Intern	43,935.55	43,936
140	Employer's portion of Social Security Tax	43,895.58	43,896
141	Employer's contribution to 691 Pension Plan	15,778.15	15,778
142	Group health premiums - \$822.04/mo./ employee	59,186.88	
	Employee + Children Health - \$497.795/mo./ employee	5,973.48	
	Group dental premiums - \$13.18/mo./ employee	948.96	
	Life insurance premiums - .34/1000 x salaries	195.09	
	Add'l Life Insurance - .374/1000 x Dir salary	65.45	
	AD & D insurance premiums - .04/1000 x salaries	22.95	
		66,392.81	66,393
144	Workers' Compensation coverage for General Fund Employees	17,635.94	17,636
147	FRS Pension - Regular	54,356.22	54,356
150	FRS - Senior Management	60,410.00	60,410
304	Office Supplies	1,000.00	1,000
305	Travel Reimbursement, including tolls	13,000.00	13,000
306	SHRM Memberships (5 staff)	1,095.00	
	FPELRA Membership (3 staff)	300.00	
	IPMA Local Membership (5 staff)	500.00	
	FPHRA Membership (5 staff)	500.00	
		2,395.00	2,395
311	NEOGov Maintenance Contract	9,814.07	
	Crossmatch fingerprint machine and accessories	1,100	
		10,914.07	10,914

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department: Personnel Administration		
Division: Personnel Administration		
Division #:	<u>417</u>	Objective No.: <u>001</u>
Title: Personnel Administration Services		
#	Computation/Explanation	Amount
312	City ID Badges Supplies 500.00	
	Miscellaneous Supplies 175.00	
	675.00	675
315	Car allowance - Director \$250/mo. 3,000.00	
	Cell phone allowance - Director \$100/mo. 1,200.00	
	Cell phone allowance - Asst. Director \$50/mo. 600.00	
	Cell phone allowance - Benefits Manager \$50/mo. 600.00	
	Cell phone allowance - Asst to Personnel Director \$50/mo. 600.00	
	Cell phone allowance - Personnel Admin. and Specialist \$50/mo. 1,200.00	
	7,200.00	7,200
318	Advertising and Notices 10,000.00	10,000
321	Public Employee Blanket Bond 5,237.10	5,237
342	Payment of Personnel Board Members established by Ordinance 2,000.00	2,000
394	Medical Expenses: Pre-Employment 200.00	200
405	Contribution to the Risk Management Fund 26,983.52	26,984
407	Stamps, Mailing Charges 400.00	400
408	Lease of copy machine 2,520.00	
	Copies 2,250.00	
	Color copy paper 150.00	
	4,920.00	4,920
441	Vehicle Maintenance 9,000.00	9,000
910	Debt service on 2010 Pension Obligation Bonds 21,640.91	21,641
		991,769

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Personnel Administration	
Division:		Personnel Administration	
Division #:		417	Objective No.: 002
Title: U.S. DOT Alcohol and Drug Testing Program			
#	Computation/Explanation		Amount
319	D.O.T. annual training of supervisors and employees		600.00 600
394	Drug and Alcohol Tests:		
	Reasonable Suspicion - Alcohol = 4 x \$25	100.00	
	- Drugs = 4 x \$37	148.00	
	- 3rd Party Collection 2 x \$27	54.00	
	Post Accident - Alcohol = 15 x \$25	375.00	
	- Drugs = 15 x \$37	555.00	
	- 3rd Party Collection 5 x \$27	135.00	
	- Weekend/after hr. surplus charge 2 x \$75	150.00	
	Return-to-Duty - Alcohol = 5 x \$25	125.00	
	- Drugs = 5 x \$37	185.00	
	Random - Alcohol = 24 x \$25	600.00	
	- Drugs = 60 x \$37	2,220.00	
	-3rd Party Collection 5 x \$27	135.00	
		4,782.00	4,782
			5,382

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Personnel Administration	
Division:		Personnel Administration	
Division #:		417	Objective No.: 004
Title: Employee Training Program			
#	Computation/Explanation		Amount
304	Supplies to prepare course material for in-house training	500.00	500
319	Training Expenses	20,000.00	20,000
			20,500

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Personnel Administration	
Division:		Personnel Administration	
Division #:		417	Objective No.: 005
Title: Tuition Reimbursement			
#	Computation/Explanation		Amount
319	Tuition Reimbursement for all employees 50,000.00		50,000

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Personnel Administration		
Division:	Personnel Administration		
Division #:	417	Objective No.:	007
Title:	Employee Appreciation		

#	Computation/Explanation		Amount
391	Take Your Child to Work Day	1,000.00	29,000
	Annual Employee Picnic and Grill-Off	5,000.00	
	Annual Holiday Luncheon	20,000.00	
	Employee Service Awards	3,000.00	
		29,000.00	

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department: Personnel Administration		
Division: Personnel Administration		
Division #: 417	Objective No.: 011	
Title: Community Events/Wellness Programs		
#	Computation/Explanation	Amount
391	Community health and wellness event 62,000.00	62,000

Dept. Summary Form

Department: Information Technology
Dept. # 07

Dept / Division #:	Actual	Amended	Est.	Proposed
CATEGORY	Expend.	Budget	Expend.	Budget
	FY24	FY25	FY25	FY26
Personnel Services	1,361,601	1,334,919	1,334,919	1,664,340
Operating Expenses	1,583,327	2,045,818	2,045,978	1,810,575
Internal Services	51,127	60,189	60,189	72,886
Operating Budget	2,996,055	3,440,926	3,441,086	3,528,801
Capital Outlay	53,955	999,979	999,979	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	43,182	39,097	39,097	43,137
Total Budget	3,093,192	4,480,002	4,480,162	3,590,938

PERSONNEL SERVICES DETAIL:

Classification	Salary	# of
	Sch.	Positions
Information Technology Director	124	1
Asst. Information Technology Director	118	1
Network Administrator	115	1
Systems Administrator	114	1
ERP Administrator	114	1
IT Analyst	115	3
IT Specialist III	112	1
Business Analyst	111	1
Confidential Administrative Coordinator	109	1
Records Management Supervisor	109	1
Receptionist	102	1
Part-Time		1
Total # of Full-Time Employees		13
Total # of Part-Time Employees		1
Total # of Employees		14

2025-26 Operating Budget: 3,528,776
2024-25 Operating Budget: 3,440,926
Dollar Change: 87,850
Percentage Change: 2.55%

2025-26 Personnel - F.T.E. 13.00
2024-25 Personnel - F.T.E. 13.00
Personnel Change: 0.00

Budget Summary Form

Department: Information Technology
Division: ERP Systems and Applications
Dept / Division #: 07 / 420

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	726,574	718,153	718,153	832,859
Operating Expenses	465,182	512,153	512,313	556,215
Internal Services	23,214	22,496	22,496	27,854
Operating Budget	1,214,970	1,252,802	1,252,962	1,416,928
Capital Outlay	0	959,500	959,500	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	25,263	20,212	20,212	22,279
Total Budget	1,240,233	2,232,514	2,232,674	1,439,207

Classification	Salary Sch.	# of Positions
Information Technology Director	124	1
ERP Administrator	118	1
Systems Administrator	114	1
Business Analyst	111	1
Confidential Administrative Coordinator	109	1
Records Management Supervisor	109	1
Receptionist	102	1
Total # of Full-Time Employees		7

2025-26 Operating Budget: 1,416,928
2024-25 Operating Budget: 1,252,802
Dollar Change: 164,126
Percentage Change: 13.10%

2025-26 Personnel - F.T.E. 7.00
2024-25 Personnel - F.T.E. 7.00
Personnel Change: 0.00

Budget Objectives Form

Department: Information Technology
Division: ERP Systems and Applications
Dept. #: 07
Dept / Division #: 420

Objective:

\$ 1,439,207 To deliver high-quality service and expert guidance by leveraging the latest technology to effectively meet the evolving needs of our community. The department focuses on providing comprehensive technical support to city departments in key areas, including PC network operations, network infrastructure, and Enterprise Resource Planning (ERP) systems. By ensuring efficient operation and integration of technology, the IT Department aims to enhance productivity, streamline processes, and foster innovation throughout the city.

ACTIVITIES:

\$ 858,538 001 **Administration:** manage the administrative functions of the department, including monitoring the department's budget and providing support to department heads. Distribute paper to users Citywide. Operate and maintain the audio system at City Hall Council Chambers.

\$ 457,025 002 **Network and Phone Telecommunications:** provide phone, fax, Internet and wireless communication services to City facilities and staff. Provide centralized processing of wireless and voice telecommunications.

\$ 123,644 003 **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.

\$ - CIP **CIP**

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Information Technology	
Division:		ERP Systems and Applications	
Division #:		420	Objective No.: 001
Title: Administration			
#	Computation/Explanation		Amount
101	Salaries	368,855.95	368,856
102	Salaries - Part Time	37,700.00	37,700
140	Employer's portion of Social Security Tax @ 7.65% of Salaries	28,538.78	
	Social Security Tax -PT Analyst	2,884.05	
140	Employer's portion of Social Security Tax	31,422.83	31,423
141	Employer's contribution to 691 Pension Plan	25,750.12	25,750
142	Group health premiums - \$838.29/mo./ employee	39,457.92	
	Group dental premiums - \$13.42/mo./employee	632.64	
	Employee + Family Health - \$495/mo./ employee	7,589.76	
	Life insurance premiums - .34/1000 x salaries	125.41	
	Add 'l Life Insurance - .374/1000 x Dir salary	67.71	
	AD & D insurance premiums - .04/1000 x salaries	14.75	
		47,890.19	47,890
144	Workers' Compensation coverage for General Fund Employees	11,857.00	11,857
147	FRS Pension - Regular	25,680.42	25,680
302	SD-WAN 20 - Library	12,060.00	
	SD-WAN 20 - Water Plant	12,060.00	
	SD-WAN 20 - Motor Pool	12,060.00	
	SD-WAN 20 - Parks Ops Center	12,060.00	
	SD-WAN 20 - Utility Ops Center	12,060.00	
	SD-WAN 20 - NW 7 Substation	12,060.00	
	SD-WAN 10 - Thomas Sasso	12,060.00	
	SD-WAN 10 - Claude Pepper	12,060.00	
	SD-WAN 10 - Joe Celestin	12,060.00	
	SD-WAN 50 - Scott Galvin CC	12,060.00	
	SD-WAN 10 - Enchanted Forest	12,060.00	
	SD-WAN 10 - Penny Sugarman	12,060.00	

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Information Technology	
Division:		ERP Systems and Applications	
Division #:		420	Objective No.: 001
Title: Administration			
#	Computation/Explanation		Amount
302	SD-WAN 10 - Clyde Judson	12,060.00	205,020
	SD-WAN 10 - Griffing	12,060.00	
	SD-WAN 10 - Sunkist	12,060.00	
	SD-WAN 10 - Keystone	12,060.00	
	SD-WAN 10 - Ben Franklin	12,060.00	
		205,020.00	
303	Business Cards	120.00	120
304	General Office Supplies	500.00	500
305	Florida Local Govt. Information Systems Assoc. Summer Conf.	1,500.00	2,500
	Florida Local Govt. Information Systems Assoc. Winter Conf.	1,000.00	
		2,500.00	
306	ISACA and ISSA membership	400.00	400
311	EOC Cable and Internet	3,000.00	28,400
	Channel 77 on Comcast	8,000.00	
	Livestream	8,000.00	
	Public Internet City Hall	4,000.00	
	Wi-Fi Upgrades at SGC	2,000.00	
	Cable Boxes Citywide	3,400.00	
		28,400.00	
312	Printer/Copier Citywide	12,000.00	17,000
	Toner Cartridges	500.00	
	Scala System Update/Maintenance	4,500.00	
		17,000.00	
315	Car allowance - Director \$250/mo.	3,000.00	4,200
	Cell phone allowance - Director \$50/mo.	600.00	
	Cell phone allowance - Business Analyst \$50/mo	600.00	
		4,200.00	

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Information Technology	
Division:		ERP Systems and Applications	
Division #:		420	Objective No.: 001
Title: Administration			
#	Computation/Explanation		Amount
319	Training Expense	2,000.00	2,000
331	Maintenance Contract on Deltec UPS	4,000.00	16,500
	Adobe Cloud (4)	4,000.00	
	Preventative Maintenance Audio Council Chambers	3,000.00	
	Remote Assist/GoToMeeting/GotoWebinar	4,000.00	
	AT&T Broadband Connection	1,500.00	
		16,500.00	
405	Contribution to the Risk Management Fund	18,141.92	18,142
407	Postage	50.00	50
910	Debt service on 2010 Pension Obligation Bonds	14,550.00	14,550
			858,538

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Information Technology	
Division:		ERP Systems and Applications	
Division #:		420	Objective No.: 002
Title: Network and Phone Telecommunications			
#	Computation/Explanation		Amount
101	Salaries	118,574.15	118,574
140	Employer's portion of Social Security Tax	9,116.82	9,117
141	Employer's contribution to 691 Pension Plan	10,025.86	10,026
142	Group health premiums - \$887.41/mo./ employee	21,297.84	
	Group dental premiums - \$13.18/mo./ employee	316.32	
	Life insurance premiums - .34/1000 / salaries	40.32	
	AD & D insurance premiums - .04/1000 / salaries	4.74	
		21,660.22	21,660
144	Workers' Compensation coverage for General Fund Employees	3,701.00	3,701
147	FRS Pension - Regular	5,944.17	5,944
302	EOC Lines	1,440.00	
	Air Cards (60)	30,000.00	
	City Hall SIP Voice Line Charges	12,000.00	
	Internet Circuit	30,000.00	
	MPLS Circuit 100MBPS	18,400.00	
	Long Distance Charges Citywide (excludes PD)	4,000.00	
	PD Internet Circuit 50MBPS	12,000.00	
	City Issued Cell Phones	20,000.00	
	AT&T Citywide (except PD) PRI and Phones	25,000.00	
		152,840.00	152,840
305	Laserfiche Training for Staff	3,000.00	3,000
320	Lease/Maintenance of Postage Meter Machine w/feeder scale,	5,000.00	
	De Lage Landen Lease	50,000.00	
		55,000.00	55,000
331	Laserfiche (document MGT system) maintenance	40,000.00	
331	OneSpan (MCCI)	26,935.00	
		66,935.00	66,935

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Information Technology		
Division:	ERP Systems and Applications		
Division #:	420	Objective No.:	002
Title:	Network and Phone Telecommunications		
#	Computation/Explanation		Amount
405	Contribution to the Risk Management Fund	5,662.47	5,662
407	Postage	25.00	25
910	Debt service on 2010 Pension Obligation Bonds	4,541.00	4,541
			457,025

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		<u>Information Technology</u>	
Division:		<u>Administration</u>	
Division #:		<u>420</u>	Objective No.: <u>003</u>
Title: <u>ERP Systems and Applications</u>			
#	Computation/Explanation		Amount
101	Salaries	83,411.99	83,412
140	Employer's portion of Social Security Tax	6,381.02	6,381
142	Group health premiums - \$887.41/mo./ employee	10,648.92	
	Group dental premiums - \$13.18/mo./ employee	158.16	
	Life insurance premiums - .34/1000 x salaries	28.36	
	AD & D insurance premiums - .04/1000 x salaries	3.34	
		10,838.78	10,839
144	Workers' Compensation coverage for General Fund Employees	2,598.00	2,598
147	FRS Pension - Regular	11,450.83	11,451
315	ERP Administrator Cell Allowance - \$50/mo x 12 mos.	600.00	600
319	Training	1,200.00	1,200
405	Contribution to the Risk Management Fund	3,975.08	3,975
910	Debt service on 2010 Pension Obligation Bonds	3,188.00	3,188
			123,644

**CITY OF NORTH MIAMI
FISCAL YEAR 2024-25
EXPENSE DETAIL WORKSHEET**

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

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	635,027	616,766	616,766	831,481
Operating Expenses	1,118,145	1,533,665	1,533,665	1,254,360
Internal Services	27,913	37,693	37,693	45,032
Operating Budget	1,781,085	2,188,124	2,188,124	2,130,873
Capital Outlay	53,955	40,479	40,479	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	17,919	18,885	18,885	20,858
Total Budget	1,852,959	2,247,488	2,247,488	2,151,731

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Assistant IT Director	118	1
IT Analyst	115	3
Network Administrator	115	1
IT Specialist III	112	1
Total # of Full-Time Employees		6

2025-26 Operating Budget:	2,130,873
2024-25 Operating Budget:	2,188,124
Dollar Change:	(57,251)
Percentage Change:	-2.62%

2025-26 Personnel - F.T.E.	6.00
2024-25 Personnel - F.T.E.	6.00
Personnel Change:	0.00

**CITY OF NORTH MIAMI
FISCAL YEAR 2024-25
EXPENSE DETAIL WORKSHEET**

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

Objective:

\$ 2,151,731	To facilitate effective communication and support the integration of existing and emerging information technologies, ensuring the continuous operation of the city's network systems. The IT Department provides comprehensive internet access support, network assistance for laptops, and monitoring of wireless networks and telecommunications. Additionally, the department develops and implements computer applications for user departments, making necessary updates and changes to enhance functionality and user experience.
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ACTIVITIES:

\$ 1,414,506	001	Network and Systems Security: provide continued operation of the City's Network, consisting of City Hall Campus and remote facilities. Monitor network and wireless systems and telecommunications Citywide. Monitor and respond to infrastructure and software threats. Management of Network and Server Infrastructure and Systems.
\$ 718,225	002	Programming and GIS Support: manage the City and Police Department ERP systems, including TYLER, New World, ExecuTime, and all software implementation. Oversee document management systems such as Laserfiche and Tyler Content Manager. Administer the agenda system for Council meetings, the Community Redevelopment Agency (CRA), Code Enforcement, Planning, and the Board of Adjustment.
\$ 19,000	003	Vehicles: provides funds for the daily operation, preventive maintenance, emergency repairs and replacement of vehicles.

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Information Technology		
Division:	Network and Systems Security		
Division #:	421	Objective No.:	001
Title:	Network and System Security		
#	Computation/Explanation		Amount
101	Salaries	597,362.22	597,362
140	Employer's portion of Social Security Tax	45,927.71	45,928
141	Employer's contribution to 691 Pension Plan	32,814.00	32,814
142	Group health premiums - \$822.04/mo./ employee	69,051.36	
	Group dental premiums - \$13.18/mo./ employee	948.96	
	Employee + Family Health - \$656.86/mo./ employee	15,764.64	
	Family coverage - \$656.86/mo. x 12 mos. x 1 employees	0.00	
	Life insurance premiums - .34/1000 x salaries	203.10	
	Add'l Life Insurance - .374/1000 x Asst. Dir salary	44.63	
	AD & D insurance premiums - .04/1000 x salaries	23.89	
		86,037.58	86,038
144	Workers' Compensation coverage for General Fund Employees	16,998.00	16,998
147	FRS Pension - Regular	52,341.29	52,341
304	General Office Supplies	400.00	400
305	FLGISA Annual Conference/ CGCIO Training	4,000.00	4,000
311	Web Hosting, DNS Hosting, SSL Certificate	10,000.00	
	Civic Plus Hosting Fee	25,000.00	
	Broadband and Television Citywide	30,000.00	
		65,000.00	65,000
312	Toner cartridges for Laser printers	1,500.00	
	Miscellaneous Supplies	100.00	
	Supplies for label maker	200.00	
		1,800.00	1,800

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Information Technology	
Division:		Network and Systems Security	
Division #:		421	Objective No.: 001
Title: Network and System Security			
#	Computation/Explanation		Amount
313	Argent Annual Maintenance	4,000.00	
	Microsoft Exchange Cloud email	120,000.00	
	Cisco Phone System Maintenance	7,000.00	
	Remote troubleshooting software (Dameware)	4,500.00	
	Help Desk Software	15,000.00	
		150,500.00	150,500
315	Cell Stipend 5 Employees x 12 months x \$50	3,000.00	3,000
319	Training Courses	10,200.00	10,200
331	Champ Agenda Software	30,000.00	
	Tyler MDR	39,000.00	
	Virus Protection Software (License for 550 devices)	10,000.00	
	Desktop Authority	3,000.00	
	OneSpan	4,550.00	
	SSL VPN Maintenance	1,500.00	
	Mime Cast	25,000.00	
	Maintenance VMWARE System	10,000.00	
	Back-Up Software Maintenance (Veeam)	7,200.00	
	ERP Implementation	123,510.00	
	Exagrid Appliance Maintenance (5 Backup Units)	14,000.00	
	Cisco Firepower (City Hall and PD)	15,000.00	
	Security Awareness Training (KnowBe4)	7,500.00	
	QLESS System @ Customer Service Building	11,000.00	
		301,260.00	301,260
405	Contribution to the Risk Management Fund	26,007.14	26,007
910	Debt service on 2010 Pension Obligation Bonds	20,858.00	20,858
			1,414,506

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Information Technology	
Division:		Network and Systems Security	
Division #:		421	Objective No.: 002
Title: Programming and GIS Specialist			
#	Computation/Explanation		Amount
300	Tyler Custom Reports and Security Monitoring	25,000.00	25,000
304	Office Supplies	200.00	200
311	Professional Services	40,000.00	40,000
319	Training Course for 1 employee	3,000.00	3,000
331	Tyler Citizen Transparency	18,500.00	
	NEOGOV	15,511.80	
	MUNIS Maintenance		
	Energov Maintenance		
	ESRI Maintenance	7,000.00	
	Maintenance for Check Printer and Quest Backup Software	2,000.00	
	Subscription for NIGP Codes	700.00	
	Maintenance on Tyler software (EDEN, TCM, Executime, Cashiering)	202,000.00	
	JustFOIA Public Records System	5,500.00	
	Accela - Public Stuff	13,750.00	
	Archive Social	2,400.00	
	Tyler Digital Payroll	60,000.00	
	Contractual work	322,638.20	
		650,000.00	650,000
407	Postage	25.00	25
			718,225

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Information Technology		
Division:	Network and Systems Security		
Division #:	421	Objective No.:	003
Title:	Information Technology Vehicles		
#	Computation/Explanation	Amount	
441	Fleet Contribution	19,000.00	19,000

Dept. Summary Form

Department: Police
Dept. #: 08

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	27,078,685	28,859,536	28,305,840	29,103,959
Operating Expenses	3,634,486	4,084,687	3,950,565	5,508,978
Internal Services	2,333,957	3,478,886	3,142,194	3,481,438
Operating Budget	33,047,128	36,423,109	35,398,599	38,094,375
Capital Outlay	239,208	596,731	505,449	204,029
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	698,392	720,316	725,510	709,178
Total Budget	33,984,728	37,740,156	36,629,558	39,007,582

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Police Chief	C104	1
Assistant Police Chief	C103	2
Police Major	C102	5
Police Commander	C101	5
Police Budget Administrator	119	1
HRCD Recruitment Manager	116	1
Police Sergeants	31S	19
Police Communications Supervisor	114	1
Crisis Intervention Specialist	114	1
Police Officer	28O	97
Police Records Supervisor	112	1
Administrative Assistant	112	1
BWC Administrator	112	1
Police Communications Operator	111	11
Crime Scene Technician	110	3
Administrative Coordinator	109	2
Emergency Management Specialist	112	1
Quartermaster	109	1
Background Investigator	112	1
Crime Analyst	108	1
Administrative Specialist	106	2
Public Service Aide	103	3
Facility Maintenance Coordinator	107	1
Police Records Technician	105	5
Part Time		17
Total # of Full-Time Employees		167
Total # of Part-Time Employees		18
Total # of Employees		185

2025-26 Operating Budget:	38,094,375
2024-25 Operating Budget:	36,423,109
Dollar Change:	1,671,266
Percentage Change:	4.59%

2025-26 Personnel - F.T.E.	167.00
2024-25 Personnel - F.T.E.	155.00
Personnel Change:	12.00

Budget Summary Form

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

EXPENDITURE	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Operating Budget				
Personnel Services	1,951,590	1,927,270	1,537,040	1,786,338
Operating Expenses	53,096	186,236	147,634	142,550
Internal Services	214,345	501,169	158,793	199,813
Operating Budget	2,219,031	2,614,675	1,843,467	2,128,701
Capital Outlay	0	9,995	9,995	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	47,808	64,289	64,289	47,970
Total Budget	2,266,839	2,688,959	1,917,751	2,176,671

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Police Chief	C104	1
Assistant Police Chief	C103	2
Emergency Management Specialist	112	1
Police Major	C102	1
Police Sergeant	31S	1
Administrative Coordinator	109	2
Total # of Full-Time Employees		8

2025-26 Operating Budget: 2,128,701
2024-25 Operating Budget: 2,614,675
Dollar Change: (485,974)
Percentage Change: -18.59%

2025-26 Personnel - F.T.E. 8
2024-25 Personnel - F.T.E. 7
Personnel Change: -1.00

Budget Objectives Form

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

Objective:

\$ 2,176,671 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:

\$ 2,176,671 001

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

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Police		
Division:	Chief's Office		
Division #:	423	Objective No.:	001
Title:	Chief's Office		
#	Computation/Explanation		Amount
101	Salaries	1,217,506.99	1,217,507
104	Overtime	8,925.64	8,926
107	Salaries - State Salary Incentive	4,920.24	4,920
140	Employer's portion of Social Security Tax	80,213.62	80,214
141	Employer's contribution to 748 Pension Plan	285,274.05	
	Employer's contribution to 691 Pension Plan	13,341.92	
		298,615.97	298,616
142	Group health premiums - \$822.04/mo./employee	67,741.66	
	Group dental premiums - \$13.18/mo./employee	948.96	
	Director Life insurance premiums - .374/1000 x salaries	232.67	
	Life insurance premiums - .34/1000 x salaries	413.95	
	Add'l. Life Insurance - .374/1000 x Dir. salary & Asst.	232.67	
	AD & D insurance premiums - .04/1000 x salaries	48.70	
		69,618.61	69,619
144	Workers' Compensation coverage for General Fund Employees	39,092.63	39,093
147	FRS Pension - Regular	7,578.78	
	FRS Pension - Special Risk	59,864.70	
		67,443.48	67,443
305	Miami-Dade County Association of Chiefs of Police Dinner	6,000.00	
	Miscellaneous meetings, civic events, parking, tolls, gas	5,000.00	
	Miami-Dade County PBA LEO Awards 1 Table	1,870.00	
	Women's Month Conference	1,800.00	
	L.E.O. Foundation Awards 1 Tables	1,870.00	
	Accreditation Annual Conference	20,000.00	
		36,540.00	36,540
306	Miami-Dade County Association of Chiefs of Police	2,000.00	
	F.B.I. National Academy Association x 3 employees	300.00	
	F.B.I. Nat'l. Academy (FL. Chapter) x 3 employees	90.00	
	Florida Police Chiefs Association	445.00	
	Florida Police Accreditation Coalition Annual Membership	175.00	

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Police		
Division:	Chief's Office		
Division #:	423	Objective No.:	001
Title:	Chief's Office		
#	Computation/Explanation		Amount
306	CFA Reaccreditation Fee	3,940.00	
	I.A.C.P. Accreditation Policy Center Subscription	50.00	
	Nat'l. I. A. Investigators Assoc. (NIAIA) x 2 employees	200.00	
	Notary Seal Renewal x 4 employees	300.00	
	NOBLE x 3 employees	525.00	
	FBI-Law Enf. Exec. Development Assoc.	50.00	
	I.A.C.P. Membership x 3 employees	570.00	
	Zoom Online Conf / Meeting Software	191.88	
	American Czechoslovaks Annual Membership	60.00	
	PERF Membership x 2 employees	950.00	
		9,846.88	9,847
308	Uniform Cleaning & Maintenance Allowance - 5 Officers	2,250.00	
	Clothing Allowance - 5 Officers; 2 civilians	3,200.00	
		5,450.00	5,450
311	Miami-Dade County Court Standby Program	5,500.00	
	Staff Appreciation Initiatives	2,000.00	
	Pre-Employment Screenings	405.00	
	Transcribing for IA Investigations	2,250.00	
	Power DMS IA, Action, Engage	29,000.00	
	ForceMetrics	29,000.00	
	Power DMS Annual License & Policy Subs	8,957.67	
		77,112.67	77,113
312	Promotional Items	5,000.00	
	Quarterly Behind the Badge Community Initiative	400.00	
		5,400.00	5,400
315	Cell Phone Allowance - Chief of Police - \$100/mo.	1,200.00	1,200
391	Law Enforcement Memorial Ceremonies	7,000.00	7,000
405	Contribution to the Risk Management Fund	59,812.89	59,813
441	Vehicle Maintenance	140,000.00	140,000
910	Debt service on 2010 Pension Obligation Bonds	47,970.20	47,970
			2,176,671

Budget Summary Form

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

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	13,321,443	14,421,761	14,139,487	14,072,407
Operating Expenses	1,872,025	1,959,183	2,049,879	3,070,926
Internal Services	1,124,064	1,641,525	1,641,525	1,811,777
Operating Budget	16,317,532	18,022,469	17,830,891	18,955,110
Capital Outlay	168,284	153,500	160,683	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	332,679	338,221	338,221	347,088
Total Budget	16,818,495	18,514,190	18,329,795	19,302,198

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Police Major	C102	1
Police Commander	C101	3
Police Sergeant	31S	11
Police Officer	28O	66
Police Officer	28O	10
Public Service Aide	103	3
Total # of Full-Time Employees		84

2025-26 Operating Budget: 18,955,110
2024-25 Operating Budget: 18,022,469
Dollar Change: 932,641
Percentage Change: 5.17%

2025-26 Personnel - F.T.E. 84.00
2024-25 Personnel - F.T.E. 77.00
Personnel Change: 7.00

Budget Objectives Form

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

Objective:

\$ 19,302,198 To provide professional and efficient uniform police services to the City and to ensure the safety of residents/visitors and maintenance of public order in accordance with Florida Statutes, County and City Ordinances, and Department policies.

ACTIVITIES:

\$ 18,333,484	001	Uniform Patrol: protects life and property by patrolling City streets; providing traffic enforcement; responding to calls for police service; and apprehending criminal offenders.
\$ 759,392	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.
\$ 209,322	003	Public Service Aides: responsible for handling various police-related duties that do not require a sworn officer such as minor traffic accidents, parking violations, and writing routine reports.

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Police		
Division:	Patrol		
Division #:	425	Objective No.:	001
Title:	Uniform Patrol		
#	Computation/Explanation		Amount
101	Salaries	7,446,606.51	7,446,607
104	Overtime - 11 Sergeants - 2,080 x 1.5 x 208 hrs.	200,261.94	
	Overtime - 55 Officers -2,080 x 1.5 x 208 hrs.	755,794.58	
	Overtime - 2 Officers	10,183.95	
	Overtime Pay	966,240.47	966,240
106	Hol. Pay - 11 Sergeants - 2,080 hrs. x 1.5 x 75 hrs.	72,209.83	
	Hol. Pay - 55 Officers + 2 Officers - 2,080 hrs. x 1.5 x 75 hrs.	272,522.08	
	Holiday Pay	344,731.91	344,732
107	State Salary Incentive for Police Personnel	38,820.08	38,820
140	Employer's portion of Social Security Tax @ 7.65% of Salaries	572,635.13	
	7.65% of outside wages	115,614.76	
	7.65% of overtime, holiday pay	100,289.39	
	Employer's portion of Social Security Tax	788,539.28	788,539
141	Employer contribution to 748 Pension Plan	2,450,126.21	2,450,126
142	Group health premiums - \$887.41/mo./employee	799,022.88	
	Employee + Child(ren) Health - \$350/mo./employee	58,800.00	
	Employee + Family Health - \$528/mo./employee	12,672.00	
	Group dental premiums - \$13.18/mo./employee	12,810.96	
	Life insurance premiums - .34/1000 x salaries	2,531.85	
	AD & D insurance premiums - .04/1000 x salaries	297.86	
		886,135.55	886,136
144	Workers' Compensation coverage for General Fund Employees	262,919.08	262,919
147	FRS Pension - Special Risk	1,109,791.77	
	FRS Pension - Special Risk + 2 Officers	50,911.75	
	FRS Pension - Special Risk	1,160,703.52	1,160,704
301	Off Duty Guard Gate Service - Reimbursed by San Souci HOA	572,504.40	
	Other Off Duty - Reimbursed by Requestor	680,800.00	
	Off Duty Publix - Reimbursed by Publix	258,000.00	
		1,511,304.40	1,511,304
308	Cleaning and maintenance - 69 Officers	34,500.00	
	Uniform, Firearm, Vest, Laptop x 2 officer	10,260.00	
	Clothing Allowance - 4 Officers	2,200.00	
		46,960.00	46,960

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Police		
Division:	Patrol		
Division #:	425	Objective No.:	001
Title:	Uniform Patrol		
#	Computation/Explanation		Amount
311	Body Cameras/ Tasers/storage (Year 3)	326,497.78	326,498
405	Contribution to the Risk Management Fund	402,274.19	402,274
441	Vehicle Maintenance		
	1 Boat Trailer 2000	1,800.00	
	5 Crown Victorias 2010	50,000.00	
	7 Dode Chargers 2013	70,000.00	
	1 Freightliner Aeromaster 2014	12,000.00	
	63 Ford Interceptors	826,000.00	
	2 Dodge Durangos	48,000.00	
441	Vehicle Maintenance	1,379,000.00	1,379,000
910	Debt service on 2010 Pension Obligation Bonds	322,625.27	322,625
			18,333,484

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Police		
Division:	Patrol		
Division #:	425	Objective No.:	002
Title:	Canine Unit		
#	Computation/Explanation		Amount
101	Salaries	401,125.51	401,126
104	Overtime Pay	32,977.15	32,977
106	Holiday Pay	21,695.49	21,695
107	State Salary Incentive for Police Personnel	2,880.00	2,880
140	Employer's portion of Social Security Tax	35,088.88	35,089
142	Group health premiums-\$887.41/mo./employee	42,595.68	
	Group dental premiums-\$13.18/mo./employee	632.64	
	Life insurance premiums - .34/1000 x salaries	136.38	
	AD & D insurance premiums - .04/1000 x salaries	16.05	
		43,380.75	43,381
144	Workers' Compensation coverage for General Fund Employees	14,805.93	14,806
147	FRS Pension - Special Risk	141,156.24	141,156
308	Uniform cleaning and maintenance allowance - 4 officers	2,000.00	2,000
311	Annual veterinary contract - 4 dogs	3,960.00	
	Medical expenses not covered by contract	4,000.00	
	Boarding	4,500.00	
		12,460.00	12,460
312	Food and Supplies: Food, flea foggers, grooming supplies, etc.	9,000.00	9,000
313	Canine Equipment - 4 Dogs	2,000.00	2,000
405	Contribution to the Risk Management Fund	22,653.51	22,654
910	Debt service on 2010 Pension Obligation Bonds	18,168.22	18,168
			759,392

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Police		
Division:	Patrol		
Division #:	425	Objective No.:	003
Title:	Public Service Aides		
#	Computation/Explanation		Amount
101	Salaries	125,969.46	125,969
104	Overtime Pay	3,633.72	3,634
106	Holiday Pay	1,816.86	1,817
140	Employer's portion of Social Security Tax @ 7.65% of Salaries	9,636.63	
	7.5% of overtime and holiday pay	416.97	
140	Employer's portion of Social Security Tax	10,053.60	10,054
142	Group health premiums - \$822.04/mo./employee	30,377.93	
	Employee + Child(ren) Health - \$93.61/mo./employee	0.00	
	Group dental premiums - \$13.18/mo./employee	474.48	
	Life insurance premiums - .34/1000 x salaries	42.83	
	AD & D insurance premiums - .04/1000 x salaries	5.04	
		30,900.28	30,900
144	Workers' Compensation coverage for General Fund Employees	5,130.02	5,130
147	FRS Pension - Regular	17,673.52	17,674
405	Contribution to the Risk Management Fund	7,849.09	7,849
910	Debt service on 2010 Pension Obligation Bonds	6,295.00	6,295
			209,322

Budget Summary Form

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

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	3,653,698	4,226,089	4,039,644	4,535,362
Operating Expenses	164,432	171,303	139,444	158,695
Internal Services	310,453	552,238	557,922	613,890
Operating Budget	4,128,583	4,949,630	4,737,010	5,307,947
Capital Outlay	0	8,000	8,000	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	92,080	92,687	97,881	97,274
Total Budget	4,220,663	5,050,317	4,842,891	5,405,221

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Police Major	C102	1
Police Commander	C101	1
Police Sergeant	31S	2
Police Officer	28O	14
Total # of Full-Time Employees		18

2025-26 Operating Budget: 5,307,947
2024-25 Operating Budget: 4,949,630
Dollar Change: 358,317
Percentage Change: 7.24%

2025-26 Personnel - F.T.E. 18.00
2024-25 Personnel - F.T.E. 18.00
Personnel Change: 0.00

Budget Objectives Form

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

Objective:

\$ 5,405,221 To provide specialized police and public services, 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 ordinances; and the continuing participation in the Police Athletic League.

ACTIVITIES:

\$ 1,257,685	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.
\$ 1,818,258	002	Community Policing 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 creating strategies in order to build community partnerships, and for reducing crime and disorder.
\$ 250,251	003	School Resource Officers: SROs increase the visibility and accessibility of police to the school community. Attend and participate in school functions. Work to prevent crime and juvenile delinquency through close contact and positive relationships with students, school staff and parent groups.
\$ 5,200	004	Citizens' Crime Watch Program: provides funds to coordinate Crime Watch Programs and other crime prevention initiatives within the City.

Budget Objectives Form

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

\$	1,398,970	007	Traffic Safety 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 units at locations with numerous speeding violations.
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\$	184,928	008	School Crossing Guard Program: Provides School Crossing Guards at local schools. These guards ensure that school children cross streets safely while going to and from school.
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\$	420,689	009	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.
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\$	69,240	010	Mounted Patrol: provides high visibility in business and residential areas while building positive community relations and trust. They are also used for special events, parades, festivals, etc.
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**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Police		
Division:	Community Policing		
Division #:	426	Objective No.:	001
Title:	Administration		
#	Computation/Explanation		Amount
101	Salaries	306,978.28	306,978
107	State Salary Incentive for police personnel	960.00	960
140	Employer's portion of Social Security Tax @ 7.65% of Salaries	23,557.28	23,557
141	Employer contribution to 748 Pension Plan	362,754.22	362,754
142	Group health premiums - \$822.04/mo./employee	19,728.96	
	Group dental premiums - \$13.18/mo./employee	316.32	
	Dependents' coverage - \$507.44/mo./employee	6,089.28	
	Life insurance premiums - .34/1000 x salaries	104.37	
	AD & D insurance premiums - .04/1000 x salaries	12.28	
		26,251.21	26,251
144	Workers' Compensation coverage for General Fund Employees	11,360.97	11,361
308	Uniform Expense	1,900.00	1,900.00
405	Contribution to the Risk Management Fund	17,382.62	17,383
441	Vehicle Maintenance	492,600.00	492,600
910	Debt service on 2010 Pension Obligation Bonds	13,940.94	13,941
			1,257,685

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Police		
Division:	Community Policing		
Division #:	426	Objective No.:	002
Title:	Community Services Unit		
#	Computation/Explanation		Amount
101	Salaries	762,935.14	762,935
104	Overtime Pay	108,785.43	108,785
106	Holiday Pay	27,509.65	27,510
107	State Salary Incentive for police personnel	5,039.84	5,040
140	Employer's portion of Social Security Tax	69,176.66	69,177
141	Employer contribution to 748 Pension Plan	630,945.08	630,945
142	Group health premiums - \$887.41/mo./employee	53,244.60	
	Employee + Child(ren) Health - \$385/mo./employee	10,609.68	
	Group dental premiums - \$13.18/mo./employee	948.96	
	Life insurance premiums - .34/1000 x salaries	259.40	
	AD & D insurance premiums - .04/1000 x salaries	30.52	
		65,094.16	65,094
144	Workers' Compensation coverage for General Fund Employees	30,789.32	30,789
302	Cellular Phones - 17 employees	8,492.52	8,493
308	Uniform Expense	4,600.00	4,600
311	Light Towers, Barricades, Bike Repairs etc.	20,000.00	20,000
405	Contribution to the Risk Management Fund	47,108.58	47,109
910	Debt service on 2010 Pension Obligation Bonds	37,781.29	37,781
			1,818,258

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Police	
Division:		Community Policing	
Division #:		426	Objective No.: 003
Title: School Resource Officers / PAL - Police Athletic League			
#	Computation/Explanation		Amount
101	Salaries	111,545.41	111,545
104	Overtime Pay	8,365.91	8,366
106	Holiday Pay	2,413.24	2,413
107	State Salary Incentive for police personnel	240.00	240
140	Employer's portion of Social Security Tax	9,376.18	9,376
141	Employer contribution to 748 Pension Plan	83,751.15	83,751
142	Group health premiums - \$1,333/mo./employee	15,993.24	
	Group dental premiums - \$13.18/mo./employee	158.16	
	Life insurance premiums - .34/1000 x salaries	37.93	
	AD & D insurance premiums - .04/1000 x salaries	4.46	
		16,193.79	16,194
144	Workers' Compensation coverage for General Fund Employees	4,201.26	4,201
302	GPRS Users - 1 Officer	432.84	
	Cellular Phones - 1 Officer	499.56	
		932.40	932
308	Uniform Expense	1,650.00	1,650
405	Contribution to the Risk Management Fund	6,428.05	6,428
910	Debt service on 2010 Pension Obligation Bonds	5,155.33	5,155
			250,251

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Police		
Division:	Community Policing		
Division #:	426	Objective No.:	004
Title:	Citizens' Crime Watch		
#	Computation/Explanation		Amount
303	Printed Materials (Crime prevention posters, signs, etc.)	1,000.00	1,000
306	South East Florida Crime Prevention Association	500.00	500
311	Event Contractors	1,000.00	1,000
312	Crime watch pamphlets, crime prevention videos, etc.	200.00	200
313	Social Media Equipment	1,000.00	1,000
315	Miscellaneous materials (plaques, certificates, etc.)	500.00	
	Media Announcements	1,000.00	
		1,500.00	1,500
			5,200

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Police		
Division:	Community Policing		
Division #:	426	Objective No.:	007
Title:	Traffic Unit		
#	Computation/Explanation	Amount	
101	Salaries	662,626.82	662,627
104	Overtime Pay	89,977.42	89,977
106	Holiday Pay	19,114.24	19,114
107	State Salary Incentive for police personnel	4,200.04	4,200
140	Employer's portion of Social Security Tax	59,357.78	59,358
141	Employer contribution to 748 Pension Plan	342,617.97	342,618
142	Group health premiums - \$822.04/mo./employee	59,186.88	77,031
	Employee + Family Health - \$693/mo./employee	16,643.04	
	Group dental premiums - \$13.42/mo./employee	948.96	
	Life insurance premiums - .34/1000 x salaries	225.29	
	AD & D insurance premiums - .04/1000 x salaries	26.51	
		77,030.68	
144	Workers' Compensation coverage for General Fund Employees	26,217.93	26,218
147	FRS Pension - Special Risk	24,610.57	24,611
308	Uniforms - 6 officers	3,660.00	3,660
312	Cleaning supplies for motorcycles	150.00	1,150
	Supplies for Intoxilizer (mouth pieces, cleaning solutions, etc.)	1,000.00	
		1,150.00	
331	Calibration of 18 radar guns	1,800.00	
	Calibration of 21 laser guns	2,940.00	
	Repair of 4 tint meters	300.00	
	Calibration of 13 speedometers	780.00	

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Police		
Division:	Community Policing		
Division #:	426	Objective No.:	007
Title:	Traffic Unit		

#	Computation/Explanation		Amount
331	Maintenance for Intoxilizer	1,000.00	16,120
	Maintenance for Ticket Writers	5,000.00	
	Maintenance of Trailers, Message Boards, Light Towers, etc.	3,000.00	
	Maint. on laser guns, radar guns, and tint meters as needed	800.00	
	Blood/urine collection kit	500.00	
		16,120.00	
405	Contribution to the Risk Management Fund	40,114.22	40,114
910	Debt service on 2010 Pension Obligation Bonds	32,171.78	32,172
			1,398,970

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Police		
Division:	Community Policing		
Division #:	426	Objective No.:	008
Title: School Crossing Guard Program			
#	Computation/Explanation		Amount
102	Salaries - Part Time	166,259.00	166,259
140	Employer's portion of Social Security Tax	12,718.81	12,719
308	Uniforms and equipment - 17 guards	5,950.00	5,950
			184,928

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Police		
Division:	Community Policing		
Division #:	426	Objective No.:	009
Title:	Marine Patrol		
#	Computation/Explanation		Amount
101	Salaries	177,971.08	177,971
104	Overtime Pay	38,503.36	38,503
106	Holiday Pay	9,625.84	9,626
140	Employer's portion of Social Security Tax	17,296.66	17,297
141	Employer contribution to 748 Pension Plan	81,620.22	81,620
142	Group health premiums - \$822.04/mo./employee	19,728.96	
	Employee + Spouse Health - \$517/mo./employee	6,201.24	
	Group dental premiums - \$13.18/mo./employee	316.32	
	Life insurance premiums - .34/1000 x salaries	60.51	
	AD & D insurance premiums - .04/1000 x salaries	7.12	
		26,314.15	26,314
144	Workers' Compensation coverage for General Fund Employees	6,703.14	6,703
147	FRS Pension - Special Risk	24,373.93	24,374
311	Boat Repairs	2,000.00	2,000
308	Uniform cleaning and maintenance allowance	1,000.00	1,000
320	Boat storage for 2 boats	16,800.00	16,800
405	Contribution to the Risk Management Fund	10,256.01	10,256
910	Debt service on 2010 Pension Obligation Bonds	8,225.37	8,225
			420,689

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Police	
Division:		Community Policing	
Division #:		426	Objective No.: 010
Title: Mounted Patrol			
#	Computation/Explanation	Amount	
311	Basic Care, Exercising and Training		
	Basic Care, Exercising and Training - 3 Horses	25,200.00	
	Veterinary & Medical Services	6,000.00	
	Alarm Monitoring	480.00	
	Horse Shoes, Hair Clipping, etc.	5,160.00	
		36,840.00	36,840
312	Feed, Hay and Shavings - 3 Horses	25,200.00	25,200
313	Equipment (Saddles, Bridles, Harnesses, etc.)	5,500.00	5,500
329	Misc. Repairs to Stables	1,700.00	1,700
			69,240

Budget Summary Form

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

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	4,678,132	5,205,894	4,875,069	4,976,148
Operating Expenses	50,334	58,235	53,980	71,895
Internal Services	557,906	625,710	625,710	688,126
Operating Budget	5,286,372	5,889,839	5,554,759	5,736,169
Capital Outlay	0	0	0	15,000
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	134,531	130,397	130,397	128,421
Total Budget	5,420,903	6,020,236	5,685,156	5,879,590

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Police Major	C102	1
Police Commander	C101	1
Police Sergeant	31S	3
Crisis Intervention Specialist	114	1
Police Officer	28O	17
Crime Scene Technician	110	3
Crime Analyst	108	1
Administrative Specialist	106	1
Total # of Full-Time Employees		28

2025-26 Operating Budget: 5,736,169
2024-25 Operating Budget: 5,889,839
Dollar Change: (153,670)
Percentage Change: -2.61%

2025-26 Personnel - F.T.E. 28.00
2024-25 Personnel - F.T.E. 28.00
Personnel Change: 0.00

Budget Objectives Form

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

Objective:

\$ 5,879,590 To conduct criminal investigations including family violence cases; recover stolen property and vehicles; identify and apprehend criminal offenders, monitor registered sex 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:

\$ 3,808,401	001	General Investigations: conducts criminal investigations and writes investigative reports; identifies and apprehends offenders; assists the State Attorney in the prosecution of criminal offenders; provides support for the Uniform Patrol Section; 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.
\$ 1,535,442	002	Crime Suppression Unit: 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.
\$ 330,468	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.
\$ 85,611	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.

Budget Objectives Form

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

\$ 119,668 005

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 a diverse community, is needed to aid investigators in the placement, counseling and rehabilitation of the family members.

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Police		
Division:	Investigative		
Division #:	430	Objective No.:	001
Title: General Investigations (GIU) / Special Victims Units			
#	Computation/Explanation		Amount
101	Salaries	1,553,317.11	1,553,317
104	Overtime Pay	164,721.50	164,722
106	Holiday Pay	45,709.00	45,709
107	State Salary Incentive for police personnel	13,680.00	13,680
140	Employer's portion of Social Security Tax	135,973.24	135,973
141	Employer contribution to 748 Pension Plan	778,666.01	778,666
		778,666.01	
142	Group health premiums - \$822.04/mo./employee	147,967.20	158,625
	Group dental premiums - \$13.18/mo./employee	2,372.40	
	Employee + Child(ren) Health - \$385/mo./employee	7,689.84	
	Life insurance premiums - .34/1000 x salaries	528.13	
	AD & D insurance premiums - .04/1000 x salaries	67.13	
		158,624.70	
144	Workers' Compensation coverage for General Fund Employees	62,326.57	62,327
147	FRS Pension - Special Risk	146,557.85	146,558
303	Printing Sexual Predator Flyers	8,080.00	8,080
305	Travel expenses, lodging, vehicle rental	2,000.00	2,000
308	Clothing Allowances - 14 Officers	7,700.00	14,000
	Uniform cleaning and maintenance allowance - 14 Officers	6,300.00	
		14,000.00	
312	Misc. Supplies (USBs, DVDs, CDs, Batteries, etc.)	3,271.74	3,272
313	Required Equipment	3,880.00	7,930
	Cell Hawk Licenses (3)	4,050.00	
		7,930.00	

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Police		
Division:	Investigative		
Division #:	430	Objective No.:	001
Title: General Investigations (GIU) / Special Victims Units			
#	Computation/Explanation	Amount	
315	Pen Registers, detailed cellular phone records, etc.	5,000.00	
	Investigative Data & Records Search Srvs.	3,200.00	
		8,200.00	8,200
331	Maintenance and repair of recorders, cameras, Irecord	5,500.00	5,500
405	Contribution to the Risk Management Fund	95,361.52	95,362
441	Vehicle Maintenance	528,000.00	528,000
910	Debt service on 2010 Pension Obligation Bonds	76,480.36	76,480
			3,808,401

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Police		
Division:	Investigative		
Division #:	430	Objective No.:	002
Title:	Special Investigations / Crime Suppression Units		
#	Computation/Explanation		Amount
101	Salaries	668,718.26	668,718
104	Overtime Pay	72,337.31	72,337
106	Hol. Pay - Sergeant - 2080 hrs. x 1.5 x 30 hrs.	0.00	
	Hol. Pay - 7 Officers -2,080 hrs. x 1.5 x 30 hrs.	14,467.46	
106	Holiday Pay	14,467.46	14,467
107	State salary incentive for police officers	2,880.80	2,881
140	Employer's portion of Social Security Tax	58,017.82	58,018
141	Employer contribution to 748 Pension Plan	458,927.55	458,928
142	Group health premiums - \$877.47/mo./employee	73,707.48	
	Group dental premiums - \$13.18/mo./employee	1,265.28	
	Life insurance premiums - .34/1000 x salaries	227.36	
	AD & D insurance premiums - .04/1000 x salaries	28.75	
		75,228.87	75,229
144	Workers' Compensation coverage for General Fund Employees	30,481.83	30,482
147	FRS Pension - Regular	58,141.61	58,142
302	Mobile security cameras service - 3 Cameras	1,297.80	1,298
308	Clothing allowance - 8 officers	4,400.00	
	Uniform cleaning and maintenance allowance - 8 officers	4,000.00	
		8,400.00	8,400
311	Window tinting for undercover vehicles	500.00	500
312	Cash for investigative uses, narcotic test kits and identification	2,000.00	2,000
405	Contribution to the Risk Management Fund	46,638.11	46,638
910	Debt service on 2010 Pension Obligation Bonds	37,403.97	37,404
			1,535,442

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Police		
Division:	Investigative		
Division #:	430	Objective No.:	003
Title: Crime Scene Unit			
#	Computation/Explanation		Amount
101	Salaries	188,729.19	188,729
104	Overtime Pay	12,929.75	12,930
106	Holiday Pay	4,083.08	4,083
140	Employer's portion of Social Security Tax @ 7.65% of Salaries	14,437.77	
	7.65% of overtime and holiday pay	1,301.49	
140	Employer's portion of Social Security Tax	15,739.26	15,739
142	Group health premiums - \$887.41/mo./employee	31,946.76	
	Group dental premiums - \$13.18/mo./employee	474.48	
	Life insurance premiums - .34/1000 x salaries	64.17	
	AD & D insurance premiums - .04/1000 x salaries	7.55	
		32,492.96	32,493
144	Workers' Compensation coverage for General Fund Employees	6,600.85	6,601
147	FRS Pension - Regular	26,478.71	26,479
305	Tolls	150.00	150
306	International Assoc. for Identification - 3 employees	210.00	
	Fl. Division of Int'l. Assoc. for Identification - 3 employees	120.00	
		330.00	330
308	Uniform cleaning and maintenance allowance \$400 x 3 Technicians	1,500.00	1,500
312	Crime Scene Supplies: Evidence tape, latent print cards, etc.	5,000.00	
	DVD Writers (3)	135.00	
	Metal Detectors	600.00	
	Confidential Informant & Undercover Ops Special Equipment	2,500.00	
		8,235.00	8,235
405	Contribution to the Risk Management Fund	10,099.49	10,099
605	Crime Scene Technician Cameras (3)	15,000.00	15,000
910	Debt service on 2010 Pension Obligation Bonds	8,099.84	8,100
			330,468

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Police		
Division:	Investigative		
Division #:	430	Objective No.:	004
Title:	Crime Analysis		
#	Computation/Explanation		Amount
101	Salaries	50,517.79	50,518
104	Overtime Pay	2,185.88	2,186
140	Employer's portion of Social Security Tax	4,031.85	4,032
142	Group health premiums - \$934/mo./employee	11,210.52	
	Group dental premiums - \$13.18/mo./employee	158.16	
	Life insurance premiums - .34/1000 x salaries	17.18	
	AD & D insurance premiums - .04/1000 x salaries	2.02	
		11,387.88	11,388
144	Workers' Compensation coverage for General Fund Employees	2,767.76	2,768
147	FRS Pension - Regular	7,087.65	7,088
405	Contribution to the Risk Management Fund	4,234.75	4,235
910	Debt service on 2010 Pension Obligation Bonds	3,396.29	3,396
			85,611

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Police		
Division:	Investigative		
Division #:	430	Objective No.:	005
Title:	Crisis Intervention Services		
#	Computation/Explanation		Amount
101	Salaries	78,777.22	78,777
104	Overtime Pay	2,317.87	2,318
140	Employer's portion of Social Security Tax	6,203.78	6,204
141	Employer contribution to 691 Pension Plan	11,721.00	11,721
142	Group health premiums - \$887.41/mo./employee	10,648.92	
	Group dental premiums - \$13.18/mo./employee	158.16	
	Life insurance premiums - .34/1000 x salaries	26.78	
	AD & D insurance premiums - .04/1000 x salaries	3.15	
		10,837.01	10,837
144	Workers' Compensation coverage for General Fund Employees	2,478.31	2,478
391	DV Monthly Events and Walk	500.00	500
405	Contribution to the Risk Management Fund	3,791.88	3,792
910	Debt service on 2010 Pension Obligation Bonds	3,041.11	3,041
			119,668

Budget Summary Form

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

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	3,473,822	3,078,522	3,714,600	3,733,704
Operating Expenses	1,494,599	1,709,730	1,559,628	2,064,912
Internal Services	127,189	158,244	158,244	167,832
Operating Budget	5,095,610	4,946,496	5,432,472	5,966,448
Capital Outlay	70,924	425,236	326,771	189,030
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	91,294	94,722	94,722	88,425
Total Budget	5,257,828	5,466,454	5,853,965	6,243,903

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Police Major	C102	1
Police Administrator	119	1
HRCDD Recruitment Manager	116	1
Police Sergeant	31S	2
Police Records Supervisor	112	1
BWC Administrator	112	1
Police Communications Supervisor	114	1
Police Communications Operator	111	11
Quartermaster	109	1
Administrative Coordinator	109	1
Background Investigator	112	1
Facility Maintenance Coordinator	107	1
Administrative Specialist	106	1
Police Records Technician	105	5
Total # of Full-Time Employees		29

2025-26 Operating Budget: 5,966,448
2024-25 Operating Budget: 4,946,496
Dollar Change: 1,019,952
Percentage Change: 20.62%

2025-26 Personnel - F.T.E. 29.00
2024-25 Personnel - F.T.E. 27.00
Personnel Change: 2.00

Budget Objectives Form

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

Objective:

\$ 6,243,903 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:

\$ 2,186,821	001	Records Unit: 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. Processes subpoenas served on police personnel.
\$ 352,064	002	Property and Evidence/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.
\$ 950,831	003	Building Operations and Maintenance: Provides building service contracts, utility fees, and equipment/supplies required to operate and maintain the police facility.
\$ 1,263,994	005	Human Resources and Career Development: provides and coordinates training of department personnel; responsible for personnel recruitment, background investigations, personnel selection, and training of new personnel.
\$ 1,490,193	006	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.

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Police		
Division:	Administration		
Division #:	435	Objective No.:	001
Title:	Records/ID Bureau		
#	Computation/Explanation		Amount
101	Salaries	760,100.68	760,101
104	Overtime Pay	28,279.27	28,279
106	Holiday Pay	3,479.68	3,480
107	State Salary Incentive for Police personnel	1,560.00	1,560
140	Employer's portion of Social Security Tax	60,577.26	60,577
141	Employer contribution to 748 Pension Plan	127,559.10	
	Employer contribution to 691 Pension Plan	32,455.29	
		160,014.39	160,014
142	Group health premiums - \$785/mo./employee	94,221.60	
	Group dental premiums - \$13.18/mo./employee	1,581.60	
	Life insurance premiums - .34/1000 x salaries	258.43	
	AD & D insurance premiums - .04/1000 x salaries	30.40	
		96,093.03	96,093
144	Workers' Compensation coverage for General Fund Employees	24,459.69	24,460
147	FRS Pension - Regular	38,011.32	38,011
302	GPRS user fees - 135 users	60,597.60	60,598
303	Printing and Binding	500.00	500
304	Office Supplies	500.00	500

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Police	
Division:	Administration	
Division #:	435	Objective No.: 001
Title:	Records/ID Bureau	
#	Computation/Explanation	Amount
305	American Grant Writer Conference	1,200.00
	Florida Emergency Preparedness Annual Conf.	1,200.00
	Annual Governor's Hurricane Conference	1,200.00
305	International Assoc. of Emergency Managers Conference	1,200.00
		4,800.00
		4,800
306	American Grant Writers Association	179.00
	Fl. Emergency Preparedness Assoc.	300.00
	Inter. Assoc. of Emergency Managers	190.00
		669.00
		669
308	Uniform cleaning and maintenance - 2 officers	800.00
	Clothing allowance - 1 Police Admin	550.00
	Clothing allowance - 2 officers	1,100.00
		2,450.00
		2,450
312	Toner cartridges for fax machines	1,000.00
	Toner cartridges for printers/Shredder supplies	4,000.00
	Emergency Mobilization Supplies	1,200.00
		6,200.00
		6,200
313	PCs, UPS, monitors, printers, telephone sets, ticket writers, etc.	20,450.00
		20,450
318	Advertising (Emergency Management)	500.00
		500
319	Training Expense (Emergency Management)	1,000.00
		1,000
331	Maintenance contract for date/time machine	558.00
	Maintenance of I.T. hardware, software, etc.	6,500.00
	Maintenance contract for Tag Readers	2,500.00
	Maintenance contract for Fingerprint ID (Rapid ID)	23,001.07
	Maintenance contract for Digital Forensic (Cellular Phones)	2,134.65
	Maintenance contract for ArcGIS for Desktop (Crime Analysis)	709.00
	ArcGIS Standard Single User Software (Crime Analysis)	1,605.00
	Adobe Pro Licenses (4)	1,000.00
	Pawnshop Item Tracking Software	11,342.00
	Maintenance contract for CAD/Mobile/RMS (NW)	235,066.55
	Mark 43 CAD/RMS (Year 1)	305,000.00

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Police	
Division:	Administration	
Division #:	435	Objective No.: 001
Title:	Records/ID Bureau	
#	Computation/Explanation	Amount
331	Maintenance contract for RMS citation (APS Quick Ticket)	9,698.48
	Maintenance contract for B-PAD (Behavioral Assessment)	1,200.00
	Maintenance contract for FTO Software	2,676.07
	Maintenance contract for Off-Duty Details Software	5,197.00
	Dade Chief's E-Subpoena Software	8,500.00
	Maintenance contract for Asset Inventory Software	3,080.00
	Maintenance contract for Office Telephone System	6,300.00
	Maint. contract for Firewall Intrusion Detection System	2,675.00
	Maint. For Grant Compliance Software	2,500.00
	Maint Contract for Drone Enterprise Sys. & 3D Scan	6,699.00
	Maintenance for Flock Cameras	92,400.00
	Maint for E-Sophe Background Software	4,999.00
	Tyler Analytics Software	15,000.00
	RevCord	22,219.00
	Drone Software (Year 3 of 3)	7,000.00
	Maint. Contract for Safe Guard Device Encryption (100 Licenses)	1,605.00
	One Span Command Staff	5,400.00
	Monday.com Command Staff	4,000.00
		<u>790,564.82</u>
		790,565
343	Prosecution of Municipal Ordinance Violations	1,000.00
		1,000
405	Contribution to the Risk Management Fund	37,424.06
		37,424
407	Postage	6,750.00
		6,750
408	Copier Expenses:	
	Lease/Maintenance	11,903.00
	Extra copies charges for all copiers	7,000.00
	Paper: 8 1/2" x 11" - 200 cases @ \$29 ea.	1,403.00
	8 1/2" x 14" - 6 cases @ \$46 ea.	276.00
	11 x 17" - 1 case @ \$44 ea.	44.00
	Misc. Copier Expenses	200.00
		<u>20,826.00</u>
		20,826
441	Vehicle Maintenance	30,000.00
		30,000
910	Debt service on 2010 Pension Obligation Bonds	30,014.26
		30,014
		<u>2,186,821</u>

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Police		
Division:	Administration		
Division #:	435	Objective No.:	002
Title:	Property & Evidence/Quartermaster Unit		
#	Computation/Explanation		Amount
101	Salaries	67,326.00	67,326
104	Overtime Pay	971.05	971
140	Employer's portion of Social Security Tax	5,224.73	5,225
142	Group health premiums - \$887.41/mo./employee	10,648.92	
	Group dental premiums - \$13.18/mo./employee	158.16	
	Life insurance premiums - .34/1000 x salaries	22.89	
	AD & D insurance premiums - .04/1000 x salaries	2.69	
		10,832.66	10,833
144	Workers' Compensation coverage for General Fund Employees	2,366.97	2,367
147	FRS Pension - Regular	9,445.84	9,446
303	Printed material for the Police Department	2,500.00	2,500
304	Funds for the purchase of office supplies	6,000.00	6,000
306	Property & Evidence Association of Florida	25.00	25
308	Replacement uniforms and equipment	150,000.00	
	Bulletproof Vests (-003)	26,000.00	
		176,000.00	176,000
311	Collection and disposal of biomedical waste	1,000.00	
	Destruction of confiscated controlled substances	400.00	
	Clean-up of Bio-Hazard Contamination	1,000.00	
	Service & Repairs of Firearms	550.00	
		2,950.00	2,950
312	Service and practice ammunition	16,000.00	
	Range Supplies	3,000.00	
	Service and practice ammunition (carbines rifles)	3,045.00	
	S.W.A.T. ammunition	8,250.00	

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Police		
Division:	Administration		
Division #:	435	Objective No.:	002
Title:	Property & Evidence/Quartermaster Unit		

#	Computation/Explanation		Amount
312	Honor Guard Supplies	2,000.00	
	First Aid Supplies	2,500.00	
	Miscellaneous supplies (Bicycle gear, batteries, gloves, etc.)	2,500.00	
	Blood borne Pathogens Protection Supplies	1,200.00	
		38,495.00	38,495
313	Firearms, magazines, etc.	9,950.00	
	SWAT Simunation Training Ammunition (Handguns)	700.00	
	SWAT Simunation Training Ammunition (Rifles)	2,000.00	
	SWAT Streamlight Handgun Lasers (12)	3,025.00	
	SWAT Streamlight Rifle Lasers (15)	4,725.00	
	SWAT Equipment	3,000.00	
		23,400.00	23,400
405	Contribution to the Risk Management Fund	3,621.54	3,622
910	Debt service on 2010 Pension Obligation Bonds	2,904.49	2,904
			352,064

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Police		
Division:	Administration		
Division #:	435	Objective No.:	003
Title:	Building Operations and Maintenance		
#	Computation/Explanation		Amount
101	Salaries	45,912.00	45,912
104	Overtime Pay	1,325.38	1,325
140	Employer's portion of Social Security Tax	3,613.63	3,614
142	Group health premiums - \$887.41/mo./employee	10,648.92	
	Group dental premiums - \$13.18/mo./employee	158.16	
	AD & D insurance premiums - .04/1000 x salaries	1.84	
		10,824.53	10,825
144	Workers' Compensation coverage for General Fund Employees	1,671.92	1,672
147	FRS Pension - Regular	6,441.45	6,441
302	Phone System & Line Charges:		
	Comcast Cable Boxes	3,084.00	
	Main (SIP) Line	2,040.00	
	Line for T.D.D.	1,500.00	
	Long Distance for Department	3,000.00	
	Internet service	7,800.00	
		17,424.00	17,424
311	Dust Control Mats	456.00	
	Exterminating Service	720.00	
	Custodial Svcs. (PD)	82,938.68	
	Custodial Svcs. (CS Trailer)	475.78	
	Commercial Deep Cleaning	4,500.00	
	Air Conditioning Maintenance (PD)	18,600.00	
	Air Conditioning Maintenance (Trailer)	1,896.00	
	Air Conditioning Software Maint.	5,172.00	
	Elevators Maintenance	10,595.32	
	Annual Inspection: fire alarm, sprinkler system, fire exstinguisher	1,597.00	
	Uninterrupted Power Supply (UPS) Maintenance	10,000.00	
	Generator Maintenance	2,000.00	
	Restrooms Deodorization System	5,477.21	
		144,427.99	144,428
312	Flags	250.00	250

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Police	
Division:	Administration	
Division #:	435	Objective No.: 003
Title:	Building Operations and Maintenance	
#	Computation/Explanation	Amount
315	Permits/Inspections required for Police Building:	
	Annual Inspection - 3 Elevators	1,650.00
	Miami-Dade Life Safety Permit (Facility)	150.00
	Miami-Dade Life Safety Permit (C.S. Trailer)	30.00
	Miami-Dade Certificate of Operations - 3 Elevators	285.00
		<u>2,115.00</u>
		2,115
316	Small Tools	2,000.00
		2,000
317	Utilities	158,400.00
		158,400
321	Law Officers Death Benefit and Fresh Pursuit	14,191.00
	Property Insurance	250,000.00
	Drone Liability	2,594.40
		<u>266,785.40</u>
		266,785
329	Repair, replacement and general maintenance of police station	80,000.00
		80,000.00
		80,000
378	Water and Sewer Fees	16,000.00
		16,000
405	Contribution to the Risk Management Fund	2,558.08
		2,558
608	Police Department Roof	189,029.63
		189,030
910	Debt service on 2010 Pension Obligation Bonds	2,051.59
		2,052
		<u>950,831</u>

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Police		
Division:	Administration		
Division #:	435	Objective No.:	005
Title: Human Resources and Career Development			
#	Computation/Explanation		Amount
101	Salaries	522,591.61	522,592
102	Salaries - Part Time	45,240.00	45,240
104	Overtime Pay	9,360	9,360
106	Holiday Pay	9,360	9,360
107	State Salary Incentive for Police personnel	2,160	2,160
140	Employer's portion of Social Security Tax	45,036.44	45,036
141	Employer contribution to Pension Plan	310,840.55	310,841
142	Group health premiums - \$838.29/mo./employee	63,893.52	
	Group dental premiums - \$13.42/mo./employee	948.96	
	Family coverage - \$385/mo./employee	5,416.80	
	Life insurance premiums - .34/1000 x salaries	177.68	
	AD & D insurance premiums - .04/1000 x salaries	20.90	
		70,458.86	70,459
144	Workers' Compensation coverage for General Fund Employees	18,256.54	18,257
147	FRS Pension - Regular	21,579.35	21,579
308	Cleaning and maintenance allowance - 2 officers	1,000.00	
	Clothing allowance - 2 officers	1,100.00	
		2,100.00	2,100
311	Awards and Plaques	3,000.00	3,000
312	Office Supplies	3,000.00	3,000
315	Health/Dental insurance for children of slain police officers:		
	Bauer and Hodge	9,000.00	
	Recruitment/Promotional Supplies	9,000.00	
		18,000.00	18,000

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department: <u>Police</u>		
Division: <u>Administration</u>		
Division #: <u>435</u>		Objective No.: <u>005</u>
Title: Human Resources and Career Development		
#	Computation/Explanation	Amount
319	Law Enforcement Handbook Criminal and Traffic Laws	2,900.00
	First Aide/CPR Certifications - 42 Employees	3,375.00
	Training supplies - certificates, videos, manuals, etc.	1,000.00
	Sergeant's Exam	25,000.00
	Police Academy Training - 10 recruits	61,000.00
		<u>93,275.00</u>
		93,275
320	Range rental (Firearms)	10,800.00
	Range rental (Carbines)	5,600.00
		<u>16,400.00</u>
		16,400
394	Psyches, Medicals, Drug Screening, Hepatitis B Vaccines, etc.	23,000.00
		23,000
405	Contribution to the Risk Management Fund	27,933.05
		27,933
910	Debt service on 2010 Pension Obligation Bonds	22,402.43
		22,402
		<u>1,263,994</u>

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Police		
Division:	Administration		
Division #:	435	Objective No.:	006
Title:	Communications		
#	Computation/Explanation		Amount
101	Salaries	873,767.02	873,767
104	Overtime Pay	111,877.93	111,878
106	Holiday Pay	36,151.14	36,151
140	Employer's portion of Social Security Tax	78,167.40	78,167
141	Employer contribution to 691 Pension Plan	67,899.68	67,900
142	Group health premiums - \$791.81/mo./employee	95,017.20	
	Group dental premiums - \$13.18/mo./employee	1,897.92	
	Dependent coverage - \$268.84/mo./employee	6,452.16	
	Life insurance premiums - .34/1000 x salaries	297.08	
	AD & D insurance premiums - .04/1000 x salaries	34.95	
		103,700.31	103,700
144	Workers' Compensation coverage for General Fund Employees	25,305.89	25,306
147	FRS Pension - Regular	43,418.63	43,419
302	Cellular telephones:		
	60 cell phones	29,973.60	
	Additional air time, equipment replacement, etc.	2,000.00	
		31,973.60	31,974
306	Telecommunicator Certificate	700.00	700
319	20 Hrs. State Mandated PCO Training - 9 Employees	1,080.00	1,080
331	Maintenance contract Digital Calls Playback	1,500.00	
	Service contract for date/time stamp machine at Complaint Desk	274.00	
	Maintenance contract for security access keycard system	4,404.89	
	Repairs as needed for security system monitors and cameras	10,000.00	
	Funds to repair and maintain 800 MHz radio equipment	15,000.00	
331	Replacement equipment for hand-held radios	15,000.00	
	Service contract for multi-language translation	200.00	
		46,378.89	46,379

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Police		
Division:	Administration		
Division #:	435	Objective No.:	006
Title:	Communications		
#	Computation/Explanation	Amount	
405	Contribution to the Risk Management Fund 38,718.77	38,719	
604	Radio, Charger and Spare Battery - 12 Radios 0.00	0	
910	Debt service on 2010 Pension Obligation Bonds 31,052.63	31,053	
		1,490,193	

Budget Objectives Form

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

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	1,041,246	1,072,759	1,078,516	869,077
Operating Expenses	1,040,421	766,470	612,340	587,624
Internal Services	44,868	63,625	63,625	64,137
Operating Budget	2,126,535	1,902,854	1,754,481	1,520,838
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	42,026	39,329	39,329	34,886
Total Budget	2,168,561	1,942,183	1,793,810	1,555,724

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Community Planning & Development Director	124	0.5
City Planner	116	1
Zoning Administrator	113	1
Executive Assistant to Director of DSD	115	0.5
Planner	111	1
Sustainability Administrator	110	1
Business Licensing Manager	113	1
Senior Planning Technician	108	1
Licensing Clerk	105	1
Zoning Clerk	103	1
Total # of Full-Time Employees		9
Total # of Employees		9

2025-26 Operating Budget: 1,520,838
2024-25 Operating Budget: 1,902,854
Dollar Change: (382,016)
Percentage Change: -20.08%

2025-26 Personnel - F.T.E. 9.00
2024-25 Personnel - F.T.E. 9.00
Personnel Change: 0.00

Budget Objectives Form

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

Objective:

\$ 1,555,724 To oversee and manage the Community Planning & Development (CP&D) including Business Tax Receipts, Building, Planning, Zoning, and Sustainability divisions. Facilitate the process to provide sustainable development that will raise the City's tax base, create vibrant and attractive, streets, residential neighborhoods, parks and commercial spaces. CP&D also provides professional and technical services that will facilitate and develop the City of North Miami's reputation as a sustainable and thriving community that is a safe, desirable, and diverse place to live.

ACTIVITIES:

\$ 344,093 001 Administration: oversee and manage the department operations and budget across various divisions such as: Building, Planning, Zoning, and Sustainability. Administration strives to make CP&D a "one-stop-shop" that connects residents and developers to the key services needed to facilitate quality development that creates a balanced and thriving community.

\$ 895,146 002 **Planning & Zoning Services:** provide professional support to the Planning & Zoning Commission, Board of Adjustment, and City Council; update, as needed, and monitor compliance with the Comprehensive Plan and Land Development Regulations; prepare short and long-range neighborhood plans; work with neighborhood groups on special projects to develop and pursue multi-modal strategies to support the City's transportation initiatives and cultivate harmonious and innovative development in the City; provide professional support to local businesses with Business Tax Receipts and Certificate of Use.

\$ 316,485 004 **Sustainability/Green Initiative:** implement the Resilient Nomi Initiative to create a more sustainable and resilient city through strategic planning, programming and policy development. These initiatives are aimed to plan, protect and preserve North Miami's environment for future generations to come.

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Community Planning & Development	
Division:		Administration	
Division #:		439	Objective No.: 001
Title: Administration			
#	Computation/Explanation		Amount
101	Salaries	143,321.90	143,322
140	Employer's portion of Social Security Tax	11,331.33	11,331
141	Employer contribution to 691 Pension Plan	13,998.61	13,999
142	Group health premiums - \$838.29/mo./ employee	21,297.84	
	Group dental premiums - \$13.42/mo./ employee	316.32	
	Dependent coverage - \$150/mo. x 12 mos. x 1 employee	0.00	
	Life insurance premiums - .34/1000 x salaries	48.73	
	Add'l Life Insurance - .374/1000 x Dir salary	72.47	
	AD & D insurance premiums - .04/1000 x salaries	5.73	
		21,742.09	21,742
144	Workers' Compensation coverage for General Fund Employees	12,903.96	12,904
147	FRS Pension - Regular	81.78	82
150	FRS Pension - Senior Management	34,893.57	34,894
303	Business Cards (3)	145.00	145
304	Office Supplies	1,200.00	
	Color cartridges (22)	2,750.00	
		3,950.00	3,950
305	National American Planning Association Conference (2)	6,000.00	
	Smart Cities Conference	2,500.00	
	Miscellaneous meetings and workshops	250.00	
	Parking and tolls	25.00	
		8,775.00	8,775

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department: Community Planning & Development		
Division: Administration		
Division #: 439	Objective No.: 001	
Title: Administration		
#	Computation/Explanation	Amount
306	American Planning Association- Director's Membership 909.00	
	Professional Membership Certification Renewal - AICP, LEED 1,700.00	
	American Planning Association - Asst. Director's Membership 744.00	
	Urban Land Institute (2) 672.00	
	Adobe Pro (2) 920.00	
	Urban Land Institute Membership 336.00	
	Misc. 750.00	
	6,031.00	6,031
311	Pest control service 312.00	
	Security alarm service 480.00	
	Water Cooler Rental 540.00	
	Floor mat service 362.40	
	Water Bottle Delivery Service 786.76	
	2,481.16	2,481
312	Reference materials, publications & miscellaneous supplies 150.00	150
315	Car allowance - Director \$250/mo. 3,000.00	
	Cell phone allowance - Director \$100/mo. 1,200.00	
	Cell phone allowance -Asst. Director \$50/mo. 600.00	
	4,800.00	4,800
317	Utilities 6,500.00	6,500
319	Training Expense 1,000.00	1,000
321	Property insurance on CP&D 16,312.75	
	Flood insurance on CP&D 1,097.10	
	17,409.85	17,410
378	Water and Sewer Fees 5,000.00	5,000
405	Contribution to the Risk Management Fund 19,743.44	19,743
408	Copier Expenses 6,000.00	6,000
441	Vehicle Maintenance 8,000.00	8,000

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Community Planning & Development		
Division:	Administration		
Division #:	439	Objective No.:	001
Title:	Administration		
#	Computation/Explanation		Amount
910	Debt service on 2010 Pension Obligation Bonds 15,834.33		15,834
			344,093

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Community Planning & Development	
Division:		Planning	
Division #:		439	Objective No.: 002
Title: Planning & Zoning Services			
#	Computation/Explanation		Amount
101	Salaries	373,156.89	373,157
140	Employer's portion of Social Security Tax	28,638.31	28,638
141	Employer contribution to 691 Pension Plan	11,078.45	11,078
142	Group health premiums - \$717.02/mo./ employee	51,625.44	52,558
	Group dental premiums - \$13.42/mo./employee	790.80	
	Employee + Spouse Health - \$385/mo./employee	0.00	
	Life insurance premiums - .34/1000 x salaries	126.87	
	Add'l Life Insurance - .374/1000 x Asst. Dir salary	0.00	
	AD & D insurance premiums - .04/1000 x salaries	14.93	
		52,558.04	
144	Workers' Compensation coverage for General Fund Employees	12,746.26	
147	FRS Pension - Regular	42,460.19	42,460
303	Business cards	1,100.00	2,200
	BTR License Decals	600.00	
	Printing of New BTR's	500.00	
		2,200.00	
304	Office Supplies:		1,350
	License Decals	600.00	
	Misc.	750.00	
		1,350.00	
305	Local American Planning Association Meetings	180.00	3,430
	Florida Planning & Zoning Association Conference	1,500.00	
	Florida Association of BTR Officials Conference	600.00	
	Tolls and parking	50.00	
	State American Planning Association Conference	1,100.00	
		3,430.00	
306	Professional Membership Certification Renewal - AICP, LEED	850.00	
	Florida Planning & Zoning Association	65.00	

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Community Planning & Development	
Division:		Planning	
Division #:		439	Objective No.: 002
Title: Planning & Zoning Services			
#	Computation/Explanation		Amount
306	Adobe Pro	460.00	6,295
	Florida Association of BTR Officials	100.00	
	Notary Renewal BTR	185.00	
	Continuing Education BTR	400.00	
	Geographic Information Systems Program Annual License Fee	600.00	
	Journal of the American Planning Association	50.00	
	APA Membership for Planning Commission	585.00	
	American Planning Association Membership	3,000.00	
		6,295.00	
311	Consulting Services - Gridics	25,000.00	290,200
	Land Development Regulations (LDRs) Amend to comp plan	75,000.00	
	Surveys and Appraisals	40,200.00	
	Cost Recovery	75,000.00	
	Annexation	75,000.00	
		290,200.00	
315	Cell phone allowance City Planner \$50/mo.	600.00	1,200
	Cell phone allowance Manager \$50/mo.	600.00	
		1,200.00	
318	Notices of Public Hearings	18,532.00	18,532
319	Training Expense	5,000.00	5,000
342	PC and BOA Expenses	2,520.00	4,520
	Downtown Action Plan Advisory Committee	2,000.00	
		4,520.00	
405	Contribution to the Risk Management Fund	19,502.16	19,502
407	Board of Adjustment Postage	1,389.00	6,639
	BTR Renewal Notices & Envelopes	2,750.00	
	Certificate of Use Notices & Envelopes	2,500.00	
		6,639.00	
910	Debt service on 2010 Pension Obligation Bonds	15,640.82	15,641
			895,146

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Community Planning & Development	
Division:		Sustainability	
Division #:		439	Objective No.: 004
Title: Sustainability			
#	Computation/Explanation		Amount
101	Salaries	79,608.03	79,608
140	Employer's portion of Social Security Tax	6,090.01	6,090
142	Group health premiums - \$887.41/mo./ employee	10,648.92	
	Group dental premiums - \$13.18/mo./employee	158.16	
	Life insurance premiums - .34/1000 x salaries	27.07	
	AD & D insurance premiums - .04/1000 x salaries	3.18	
		10,837.33	10,837
144	Workers' Compensation coverage for General Fund Employees	2,780.00	2,780
147	FRS Pension - Regular	10,850.57	10,851
303	Business Cards	55.00	55
305	Growing Sustainable Communities Conf & the South FL Climate Compa	2,000.00	
	Annual Keep North Miami Beautiful Training	500.00	
		2,500.00	2,500
306	U.S. Green Building Council	750.00	
	Professional Certification Renewal (Leed, Env)	250.00	
	CFM Certification for Sustainability Administrator	185.00	
	Geographic Information Systems Program Annual License Fee	600.00	
	Adobe Pro	240.00	
	National Certified Floodplain Management	140.00	
	Association of State Floodplain Managers Membership	180.00	
	Keep America Beautiful Dues	285.00	
	Florida Native Plant Society Membership	40.00	
	International Council for Local Environmental Initiatives	1,200.00	
		3,870.00	3,870
311	Arborist Consulting	25,000.00	
	Urban Tree Canopy Assessment	50,000.00	
	Tree Planting	10,000.00	
	Resilient Florida Program	25,000.00	

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Community Planning & Development	
Division:		Sustainability	
Division #:		439	Objective No.: 004
Title: Sustainability			
#	Computation/Explanation		Amount
311	Neat Street Tree Planting Grant Match	75,000.00	185,000
		185,000.00	
312	Sustainability Outreach (Green projects, programs, & initiatives)	2,730.00	5,730
	Keep North Miami Beautiful Program	3,000.00	
		5,730.00	
315	Miscellaneous Expenses: Outreach	1,500.00	1,500
405	Contribution to the Risk Management Fund	4,253.48	4,253
910	Debt service on 2010 Pension Obligation Bonds	3,411.31	3,411
			316,485

Dept. Summary Form

Department: Public Works
Dept #: 001-10

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	1,515,067	1,715,714	1,703,348	1,753,435
Operating Expenses	1,089,559	1,622,047	1,588,835	1,737,948
Internal Services	322,399	436,068	422,971	448,028
Operating Budget	2,927,025	3,773,829	3,715,154	3,829,411
Capital Outlay	127,562	923,510	995,682	200,000
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	73,951	50,300	38,563	51,816
Total Budget	3,128,538	4,747,639	4,749,399	4,191,227

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Public Works Director	124	1
Operations Chief	118	1
Rights-of-Way Supervisor	115	1
Streets Supervisor	115	1
Trades Mechanic	108	2
Heavy Equipment Operator	107	5
Maintenance Mechanic	103	3
Motor Equipment Operator	103	1
General Maintenance Worker	102	3
Custodian	102	1
Part Time		10
Total # of Full-Time Employees		19
Total # of Part-Time Employees		10
Total # of Employees		29

2025-26 Operating Budget: 3,829,411
2024-25 Operating Budget: 3,773,829
Dollar Change: 55,582
Percentage Change: 1.47%

2025-26 Personnel - F.T.E. 19.00
2024-25 Personnel - F.T.E. 19.00
Personnel Change: 0.00

Budget Summary Form

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

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	681,258	671,912	705,212	754,978
Operating Expenses	36,142	254,401	250,773	252,308
Internal Services	89,747	115,040	101,943	116,714
Operating Budget	807,147	1,041,353	1,057,928	1,124,000
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	41,460	21,217	9,480	20,767
Total Budget	848,607	1,062,570	1,067,408	1,144,767

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Public Works Director	124	1
Operations Chief	118	1
Rights-of-Way Supervisor	115	1
Heavy Equipment Operator	107	3
Total # of Full-Time Employees		6

2025-26 Operating Budget: 1,124,000
2024-25 Operating Budget: 1,041,353
Dollar Change: 82,647
Percentage Change: 7.94%

2025-26 Personnel - F.T.E. 6.00
2024-25 Personnel - F.T.E. 6.00
Personnel Change: 0.00

Budget Objectives Form

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

Objective:

\$ 1,144,767 To manage and coordinate the activities of the Public Works Department, there are various divisions: Administration, Streets, Facility Maintenance, Water and Sewer, Stormwater, Fleet Management, Transportation, Right-of-way/Aerial, and Tree Operations.

ACTIVITIES:

\$ 354,542	001	Public Works Administration: establish goals to meet those of the City Council and the residents of North Miami; provide department managers with information, ideas, and support services to enable them to operate and manage their divisions efficiently; prepare and monitor the department's various budgets, including the general fund, two transportation funds, two enterprise funds, and the fleet management fund.
\$ 90,800	002	Vehicles: provides funds for the daily operation, preventive maintenance, emergency repairs, and replacement of vehicles.
\$ 699,425	003	Right-of-way/Aerial and Tree Operations: maintain trees on city properties, including swales, parkways, medians, monuments, cul-de-sacs, and canal ends; this includes trimming, shaping, and repairing trees, as well as removing and replacing trees as necessary.

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Public Works		
Division:	Administration		
Division #:	443	Objective No.:	001
Title:	Public Works Administration		
#	Computation/Explanation		Amount
101	Salaries	217,504.21	217,504
140	Employer's portion of Social Security Tax	16,684.97	16,685
141	Employer's contribution to 691 Pension Plan	19,702.02	19,702
142	Group health premiums - \$887.41/mo./employee	21,297.84	
	Group dental premiums - \$13.18/mo./employee	316.32	
	Employee + Child(ren) Health - \$404.56/mo./employee	9,709.44	
	Life insurance premiums - .34/1000 x salaries	73.95	
	Add'l life insurance premiums - .374/1000 x Dir salaries	32.45	
	AD & D insurance premiums - .04/1000 x salaries	3.47	
		31,433.47	31,433
144	Workers' Compensation coverage for General Fund Employees	7,690.51	7,691
150	FRS Pension - Senior Management	29,954.72	29,955
303	Business cards & generic city forms	50.00	50
304	Misc. office supplies for Admin, Streets and Facility Maintenance	600.00	600
305	Miscellaneous meetings & tolls	60.00	
	Local conferences-registration only	250.00	
	APWA Conference	1,500.00	
	FAPWA Conference (Florida Chapter)	3,650.00	
		5,460.00	5,460
306	National American Public Works Association (2)	500.00	
	Water Environmental Federation 144	144.00	
	National Forum For Black Public Admin.	500.00	
	Project Manager	160.00	
	ASFPM	354.00	
		1,658.00	1,658

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department: <u>Public Works</u>		
Division: <u>Administration</u>		
Division #: <u>443</u>		Objective No.: <u>001</u>
Title: <u>Public Works Administration</u>		
#	Computation/Explanation	Amount
312	Safety supplies	180.00
	Color ink for printer	1,300.00
		<u>1,480.00</u> 1,480
315	Cell Phone Allow - Operations Chief	600.00
	Misc. licenses and renewals as needed (Engineering, GC, etc.)	500.00
		<u>1,100.00</u> 1,100
405	Contribution to the Risk Management Fund	11,766.71 11,767
407	Postage	20.00 20
910	Debt service on 2010 Pension Obligation Bonds	9,436.96 9,437
		\$ 354,542

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Public Works		
Division:	Administration		
Division #:	443	Objective No.:	002
Title:	Public Works General Fund Vehicles		
#	Computation/Explanation	Amount	
441	Vehicle Maintenance	90,800.00	90,800

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Public Works		
Division:	Administration		
Division #:	443	Objective No.:	003
Title:	Rights-of-Way/Aerial and Tree Operations		
#	Computation/Explanation		Amount
101	Salaries	295,021.43	295,021
104	Overtime Pay	9,000.00	9,000
106	Holiday Pay	800.00	800
140	Employer's portion of Social Security Tax @ 7.65% of FTE	22,569.11	
	Employer's portion of Social Security Tax @ 7.65% of Overtime	688.50	
140	Employer's portion of Social Security Tax	23,257.61	23,258
141	Employer contribution to 691 Pension Plan	34,681.19	34,681
142	Group health premiums - \$871.07/mo./employee	41,811.36	
	Group dental premiums - \$13.18/mo./employee	632.64	
	Life insurance premiums - .34/1000 x salaries	100.31	
	AD & D insurance premiums - .04/1000 x salaries	11.80	
		42,556.11	42,556
144	Workers' Compensation coverage	9,233.35	9,233
147	FRS Pension - Regular	17,458.51	17,459
308	Uniform service - Staff Shirts	2,000.00	
	Staff shirts	160.00	
	Safety shoes	400.00	
		2,560.00	2,560
312	Safety equipment and supplies	500.00	
	Miscellaneous supplies	1,000.00	
		1,500.00	1,500
315	Tree Software	2,400.00	2,400
316	Small tools - various	500.00	500
330	Ground Improvement (Medians, circles and etc.)	235,000.00	235,000

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Public Works		
Division:	Administration		
Division #:	443	Objective No.:	003
Title:	Rights-of-Way/Aerial and Tree Operations		
#	Computation/Explanation		Amount
405	Contribution to the Risk Management Fund	14,127.31	14,127
910	Debt service on 2010 Pension Bonds	11,330.16	11,330
			699,425

Budget Summary Form

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

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	627,898	777,875	753,933	760,666
Operating Expenses	697,426	890,856	903,023	901,760
Internal Services	207,588	295,378	295,378	301,449
Operating Budget	1,532,912	1,964,109	1,952,334	1,963,875
Capital Outlay	82,238	705,662	755,682	150,000
Debt Service	0	0	0	50,000
Grants & Aids	0	0	0	0
Reserves & Other	24,765	22,093	22,093	22,335
Total Budget	1,639,915	2,691,864	2,730,109	2,186,210

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Streets Supervisor	115	1
Heavy Equipment Operator	107	2
Maintenance Mechanic	103	3
Motor Equipment Operator	103	2
General Maintenance Worker	102	3
Total # of Full-Time Employees		11

2025-26 Operating Budget: 1,963,875
2024-25 Operating Budget: 1,964,109
Dollar Change: (234)
Percentage Change: -0.01%

2025-26 Personnel - F.T.E. 11.00
2024-25 Personnel - F.T.E. 11.00
Personnel Change: 0.00

Budget Objectives Form

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

Objective:

\$ 2,186,210 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; to resurface city streets as approved annually through the budget process; to maintain streets, stripping, signage, traffic calming devices, and city parking lots.

ACTIVITIES:

\$ 107,514	001	Streets Administration: Provide supervisory support for the Streets Division, including scheduling projects, communicating with vendors, coordinating and directing work crews, responding to resident complaints, and inspecting work done by outside contractors
\$ 576,929	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.
\$ 237,846	004	Permanent Concrete Construction: Construct and maintain sidewalks, curbs, gutters, and sidewalk-to-street handicap ramps throughout the city and other street construction projects.
\$ 420,000	005	Contractual Lawn Maintenance: Provide and oversee a monthly contract for mowing and cleaning services for various city-owned lots to ensure that areas are maintained on a regular basis.
\$ 483,675	006	Storm Drain Construction & Repair: improve the city's stormwater drainage system through minor construction and retrofit projects that are prioritized according to the adopted Stormwater Master Plan. Major projects will be completed by outside contractors.
\$ 210,246	007	Commercial Corridor Improvement Program: maintain the city's commercial corridors.
\$ 150,000	CIP	Street/Alley/Sidewalk Improvements

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Public Works		
Division:	Street Maintenance & Construction		
Division #:	450	Objective No.:	001
Title:	Streets Administration		
#	Computation/Explanation		Amount
101	Salaries	64,442.54	64,443
140	Employer's portion of Social Security Tax	4,952.84	4,953
141	Employer's contribution to 691 Pension Plan	9,596.53	9,597
142	Group health premiums - \$887.41/mo./employee	7,582.92	
	Group dental premiums - \$13.18/mo./employee	158.16	
	Dependents' coverage - \$150/mo. x 12 mos. x 1 employee	0.00	
	Life insurance premiums - .34/1000 x salaries	21.91	
	AD & D insurance premiums - .04/1000 x salaries	2.58	
		<u>7,765.57</u>	7,766
144	Workers' Compensation coverage for General Fund Employees	2,307.84	2,308
147	FRS Pension - Regular	8,784	8,784
303	Business Cards	50.00	50
308	Safety Shoe Allowance	100.00	
	Uniform rental/cleaning	450.00	
		<u>550.00</u>	550
311	Janitorial Services	2,000.00	2,000
315	Cellular service	300.00	300
321	Property insurance on NE 6th Avenue Fountain	400.00	400
405	Contribution to the Risk Management Fund	3,531.06	3,531
910	Debt service on 2010 Pension Obligation Bonds	2,831.93	2,832
			<u>107,514</u>

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Public Works		
Division:	Street Maintenance & Construction		
Division #:	450	Objective No.:	002
Title:	Street Maintenance		
#	Computation/Explanation		Amount
101	Salaries	92,825.98	92,826
104	Overtime	500.00	500
140	Employer's portion of Social Security Tax @ 7.65% of Salaries	7,101.19	
140	Employer's portion of Social Security Tax	7,101.19	7,101
142	Group health premiums - \$887.41/mo./employee	21,321.84	
	Group dental premiums - \$13.18/mo./employee	316.32	
	Life insurance premiums - .34/1000 x salaries	32.56	
	AD & D insurance premiums - .04/1000 x salaries	3.71	
		21,674.43	21,674
144	Workers' Compensation coverage for General Fund Employees	3,293.96	3,294
147	FRS Pension - Regular	12,652.18	12,652
308	Uniform rental/cleaning	1,300.00	
	Safety Shoe Allowance - 3 Employees	300.00	
		1,600.00	1,600
311	Debris disposal	2,000.00	2,000
312	Safety items	750.00	
	Saw blades	450.00	
	Waterway signage replacement	300.00	
	Misc. items such as water kegs, brooms, gloves, weed killer, etc.	1,000.00	
		2,500.00	2,500
316	Miscellaneous tools as needed to complete tasks	1,000.00	1,000
317	Utilities:		
	Parking lot lights-Downtown Redevelopment (4 accounts)	7,282.00	
	Keystone Entrance light	612.48	
	Street equipment shed	255.00	
	Industrial parking lot lights (3 accounts)	1,700.00	
	Security lights at 770 NE 128 & 12898 NE 8 Ave	510.40	
	Pocket Park-2 accounts	1,200.00	
	Butler Building	1,600.00	
	125th St light project maintenance	9,840.00	
	FPL Utilities	391,400.00	
		414,399.88	414,400

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Public Works		
Division:	Street Maintenance & Construction		
Division #:	450	Objective No.:	002
Title:	Street Maintenance		
#	Computation/Explanation	Amount	
330	Fence repair supplies	800.00	
	Paint for striping parking lots & bumpers	800.00	
	Replacement bulbs and ballasts for parking lot lights	2,500.00	
		4,100.00	4,100
333	Sand, limerock & traffic paint	2,500.00	2,500
334	City parking lot signs	400.00	
	Cement, concrete blocks/bricks & replacement sod	1,300.00	
		1,700.00	1,700
405	Contribution to the Risk Management Fund	5,039.86	5,040
910	Debt service on 2010 Pension Obligation Bonds	4,041.99	4,042
			576,929

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Public Works	
Division:		Street Maintenance & Construction	
Division #:		450	Objective No.: 004
Title: Permanent Concrete Construction			
#	Computation/Explanation		Amount
101	Salaries	124,510.29	124,510
102	Salaries Part Time	15,000.00	15,000
104	Overtime	500.00	500
140	Employer's portion of Social Security Tax	9,525.02	9,525
142	Group health premiums - \$887.41/mo./employee	31,946.76	
	Group dental premiums - \$13.18/mo./employee	474.48	
	Life insurance premiums - .34/1000 x salaries	42.33	
	AD & D insurance premiums - .04/1000 x salaries	4.98	
		32,468.55	32,469
144	Workers' Compensation coverage for General Fund Employees	6,869.88	6,870
147	FRS Pension - Regular	16,970.75	16,971
308	Uniform rental	1,560.00	
	Safety Shoe Allowance - 3 Employees	300.00	
		1,860.00	1,860
312	Safety glasses, vests, raincoats, tarps & misc. supplies	1,700.00	
	Saw blades	800.00	
		2,500.00	2,500
316	Miscellaneous tools as needed to complete tasks	1,200.00	1,200
334	Concrete, Steel, Sand, Expansion Joints, blocks & bricks for repairs	7,500.00	7,500
405	Contribution to the Risk Management Fund	10,511.13	10,511
910	Debt service on 2010 Pension Obligation Bonds	8,429.97	8,430
			237,846

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department: Public Works		
Division: Street Maintenance & Construction		
Division #: 450	Objective No.: 005	
Title: Contractual Lawn Maintenance		
#	Computation/Explanation	Amount
311	Monthly contractual lawn maintenance-public-right-of-ways	
	Contractual Landscaping moved from Parks ROW	389,172.00
	Pioneer Boulevard maintenance	7,000.00
	Guardrail at NE 14 Ave from 125 to 126 Street	1,104.00
	Guardrails-135 St to NE 16 Ave & NE 115 Ave to NE 125 St	2,640.00
	City Parking lot#7-NE 18th Ave & 143 Street	1,800.00
	City parking -outside perimeter-4 corner stripes NE 18th Ave &	2,400.00
	Swale area along Keystone Wall	4,512.00
	Outside & Inside Motorpool Complex	2,400.00
	Cuts for the rainy season (3)	572.00
	Miami Dade School	8,400.00
		420,000.00
		420,000

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Public Works	
Division:		Street Maintenance & Construction	
Division #:		450	Objective No.: 006
Title: Storm Drain Construction & Repair			
#	Computation/Explanation		Amount
101	Salaries	88,933.19	88,933
104	Overtime Pay	3,500.00	3,500
140	Employer's portion of Social Security Tax	7,071.14	7,071
142	Group health premiums - \$883.18/mo./employee	21,196.32	
	Group dental premiums - \$13.18/mo./employee	316.32	
	Life insurance premiums - .34/1000 x salaries	30.24	
	AD & D insurance premiums - .04/1000 x salaries	3.56	
		21,546.44	21,546
144	Workers' Compensation coverage for Stormwater Employees	1,943.70	1,944
147	FRS Pension - Regular	12,121.59	12,122
308	Uniform rental/cleaning - 2 employees	1,500.00	
	Safety shoes - 2 employees	200.00	
		1,700.00	1,700
312	Safety items	1,200.00	
	Barricades, traffic cones, chains & hooks.	8,800.00	
		10,000.00	10,000
316	Miscellaneous tools as required	900.00	900
334	Materials needed to construct and repair the drainage system	7,000.00	7,000
405	Contribution to the Risk Management Fund	2,973.92	2,974
441	Vehicle Maintenance	273,600.00	273,600
620	Drainage In-house projects	50,000.00	50,000
910	Debt service on 2010 Pension Obligation Bonds	2,385.10	2,385
			483,675

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Public Works	
Division:		Commercial Corridor Improvement Program	
Division #:		450	Objective No.: 007
Title: Commercial Corridor Improvement Program (CCIP) (Clean Team)			
#	Computation/Explanation		Amount
101	Salaries	104,441.55	104,442
102	Salaries - Part Time	28,652.00	28,652
140	Employer's portion of social security @ 7.65% of salaries	7,989.81	
	Social security - Part-time Employees	2,191.88	
140	Employer's portion of Social Security Tax	10,181.69	10,182
141	Employer's contribution to 691 Pension Plan	8,947.36	8,947
142	Group Insurance:		
	Health \$887.41/mo./employee	21,297.84	
	Dental \$13.18/mo./employee	316.32	
	Life Insurance - Salaries x .34/1000	35.51	
	AD&D Insurance - Salaries x .04/1,000	4.18	
		21,653.85	21,654
144	Workers' Compensation coverage for General Fund Employees	3,786.12	3,786
147	FRS Pension - Regular	6,143.81	6,144
304	Office Expense	60.00	60
308	Uniform rental/cleaning	1,040.00	
	Safety shoe allowance - 3 employees	300.00	
		1,340.00	1,340
312	Safety supplies including gloves, glasses, ear muffs, etc.	1,000.00	
	Trash Containers	2,000.00	
	Operational supplies	1,000.00	
	Miscellaneous supplies	1,000.00	
	Doggy Bags	6,500.00	
		11,500.00	11,500
316	Miscellaneous tools as required	600.00	600
331	Maint. and Oper. of Equipment	2,500.00	2,500
405	Contribution to the Risk Management Fund	5,792.88	5,793
910	Debt service on 2010 Pension Obligation Bonds	4,645.92	4,646
			210,246

Budget Summary Form

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

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	205,911	265,927	244,203	237,791
Operating Expenses	355,991	476,790	435,039	583,880
Internal Services	25,064	25,650	25,650	29,865
Operating Budget	586,966	768,367	704,892	851,536
Capital Outlay	45,324	217,848	240,000	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	7,726	6,990	6,990	8,714
Total Budget	640,016	993,205	951,882	860,250

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Trades Mechanic Specialist	108	1
Trades Mechanic	108	1
Custodian	102	1
Total # of Full-Time Employees		3

2025-26 Operating Budget: 851,536
2024-25 Operating Budget: 768,367
Dollar Change: 83,169
Percentage Change: 10.82%

2025-26 Personnel - F.T.E. 3.00
2024-25 Personnel - F.T.E. 3.00
Personnel Change: 0.00

Budget Objectives Form

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

Objective:

\$ 860,250 To provide facility maintenance and housekeeping services to ensure that residents and employees have an aesthetically pleasing and safe environment.

ACTIVITIES:

\$ 733,857	001	Facility Maintenance & Operation: maintain and repair city buildings: City Hall, the Motor Pool, the Water and Sewer Operations Center, the Water Plant, the Building Facility, DSD- Land Use Services facility, the Neighborhood Services facility, the Housing and Social Services facility, the Citizens Investigative Board facility, and the Library. Services performed include painting, carpentry work, building alterations, furniture restoration, minor electrical and plumbing repairs, ceiling repairs, as well as interior and exterior building maintenance. Provide technical support and advice relating to the maintenance of the police station, MOCA, and CRA buildings when requested.
\$ 107,393	002	Custodial Services: provide daily housekeeping services at three facilities: City Hall, the building, and the DSD- Land Use Services facilities. A city staffer is present at City Hall during evening hours to oversee the janitorial service contract.
\$ 19,000	003	Vehicles: provides funds for the daily operation, preventive maintenance, emergency repairs, and replacement of vehicles.

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Public Works		
Division:	Facility Maintenance		
Division #:	452	Objective No.:	001
Title: Facility Maintenance & Operation			
#	Computation/Explanation		Amount
101	Salaries	121,641.07	121,641
104	Overtime Pay	4,500.00	4,500
140	Employer's portion of Social Security Tax	9,695.69	9,696
141	Employer contribution to 691 Pension Plan	10,426.20	10,426
142	Group health premiums - \$855/mo./employee	20,513.40	
	Group dental premiums - \$13.42/mo./employee	316.32	
	Life insurance premiums - .34/1000 x salaries	41.36	
	AD & D insurance premiums - .04/1000 x salaries	4.87	
		20,875.95	20,876
144	Workers' Compensation coverage for General Fund Employees	5,555.70	5,556
147	FRS Pension - Regular	6,260.67	6,261
308	Uniform rental/cleaning - 2 Employees	1,040.00	
	Safety Shoe Allowance - 2 Employees	200.00	
		1,240.00	1,240
311	Mat services; 2-4x6 mats @ \$45 month x 12	1,040.00	
	Elevator service for City Hall @ \$1,200 a Quarter	5,000.00	
	Air conditioning contract for City Hall & Carpenter Shop	10,092.00	
	Extermination for City Hall	900.00	
	Fire extinguisher refills (44), inspections & certifications	700.00	
	Inspection and certification of fire hoses (10)	665.00	
	Fire alarm monitoring & maintenance & Fire alarm test	1,200.00	
	Annual inspection of fire stand pipe	350.00	
	Qtr. Maintenance of City Hall Emergency Generator	2,000.00	
	City Hall Security Guard	50,000.00	
		71,947.00	71,947
312	Restroom supplies	1,500.00	
	Cleaning supplies	300.00	
	Safety supplies	200.00	
	Facility Maintenance Supplies	2,500.00	
		4,500.00	4,500

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Public Works	
Division:	Facility Maintenance	
Division #:	452	Objective No.: 001
Title: Facility Maintenance & Operation		
#	Computation/Explanation	Amount
315	Elevator certificate -City Hall (Mar) Miami Dade	172.00
	Elevator inspection Annual	150.00
	Fire safety permit #99126 00000 02564 (Oct)	230.00
	City Hall backflow inspection fee	150.00
	Cellular service for (2) Trades M. \$50/month x 12 months	600.00
		1,302.00
		1,302
316	Miscellaneous tools as needed to complete tasks	925.00
		925
317	Outdoor lights-City Hall (2 accounts)	2,500.00
	Carpenter Shop	3,500.00
	City Hall Building	84,000.00
		90,000.00
		90,000
321	Property insurance on City Hall Building	195,753.00
	Boiler & Machinery Insurance	2,141.30
	Flood insurance on City Hall Building	3,533.95
		201,428.25
		201,428
329	City Hall in house Projects	145,960.00
	Hardware, electrical, plumbing, parts for air conditioning	6,991.00
		152,951.00
		152,951
331	Maintenance of drills, saws and other equipment	550.00
		550
378	Water & Sewer fees for: City Hall building-3 accounts	14,500.00
	Fire Service Line	241.00
		14,741.00
		14,741
405	Contribution to the Risk Management Fund	8,500.39
		8,500
910	Debt service on 2010 Pension Obligation Bonds	6,817.35
		6,817
		733,857

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Public Works	
Division:		Facility Maintenance	
Division #:		452	Objective No.: 002
Title: Custodial Services			
#	Computation/Explanation		Amount
101	Salaries	37,684.82	37,685
104	Salaries - Overtime	650.00	650
140	Employer's portion of Social Security Tax	2,955.58	2,956
142	Group health premiums - \$838.29/mo./employee	10,648.92	
	Group dental premiums - \$13.42/mo./employee	158.16	
	Life insurance premiums - .34/1000 x salaries	12.81	
	AD & D insurance premiums - .04/1000 x salaries	1.51	
		10,821.40	10,821
144	Workers' Compensation coverage for General Fund Employees	1,545.63	1,546
147	FRS Pension - Regular	5,177.33	5,177
308	Uniforms	546.00	
	Safety Shoe Allowance	100.00	
		646.00	646
311	Janitorial services @ City Hall	30,000.00	
	Janitorial services-strip & wax various facilities floors	3,900.00	
		33,900.00	33,900
312	Miscellaneous supplies	9,450.00	9,450
315	Cell allowance	300.00	300
405	Contribution to the Risk Management Fund	2,364.86	2,365
910	Debt service on 2010 Pension Obligation Bonds	1,896.63	1,897
			107,393

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department: Public Works	
Division: Facility Maintenance & Operation	
Division #: 452	Objective No.: 003
Title: Public Works General Fund Vehicles	
#	Computation/Explanation
441	Vehicle Maintenance 19,000.00
	19,000

Budget Summary Form

Department Budget Office
Dept / Div. #: 11 / 416

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	466,940	510,947	427,864	748,403
Operating Expenses	37,374	48,478	42,478	56,276
Internal Services	18,371	16,684	16,684	16,684
Operating Budget	522,685	576,109	487,026	821,363
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	20,029	20,579	20,579	18,502
Total Budget	542,714	596,688	507,605	839,865

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Budget Director	122	1
Assistant Budget Director	119	1
Budget Administrator II	116	1
Budget Administrator	115	1
Budget Analyst	111	1
Total # of Full-Time Employees		5

2025-26 Operating Budget: 821,363
2024-25 Operating Budget: 576,109
Dollar Change: 245,254
Percentage Change: 42.57%

2025-26 Personnel - F.T.E. 5.00
2024-25 Personnel - F.T.E. 3.00
Personnel Change: 2.00

Budget Objectives Form

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

Objective:

\$ 839,865 To prepare and monitor the City's annual revenue and expenditure budgets.

ACTIVITIES:

\$ 839,865	001	Budget Administration: Monitors expenditures and revenues to ensure 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.
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**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26**

EXPENSE DETAIL WORKSHEET

Department	Budget Office		
Division:	Budget Administration		
Division #:	416	Objective No.:	001
Title: Budget Administration			
#	Computation/Explanation		Amount
101	Salaries	534,374.35	534,374
140	Employer's portion of Social Security Tax @ 7.65% of Salaries	41,292.74	41,293
142	Group health premiums - \$887.41/mo./ employee	53,244.60	
	Group dental premiums - \$13.18/mo./ employee	439.92	
	Life insurance premiums - .34/1000 salaries	181.69	
	Add'l Life Insurance - .374/1000 x Deputy CFO (Budget) salary	115.70	
	AD & D insurance premiums - .04/1000 x salaries	22.37	
		54,004.28	54,004
144	Workers' Compensation coverage for General Fund Employees	10,613.78	10,614
147	FRS Pension	52,075.62	52,076
150	FRS Pension SMSC	56,042.64	56,043
302	Communications	125.00	125
303	Budget Documents - Preliminary and Adopted - Printing & Binding	3,000.00	3,000
304	Office Supplies	2,000.00	
	Cartridges for color printer	1,235.00	
		3,235.00	3,235
305	GFOA and NFPBA Conferences	6,000.00	6,000

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26**

EXPENSE DETAIL WORKSHEET

Department	Budget Office		
Division:	Budget Administration		
Division #:	416	Objective No.:	001
Title: Budget Administration			
#	Computation/Explanation	Amount	
306	National Government Finance Officers Association (GFOA) 890.00 GFOA Budget Review 1,450.00 GFOA Membership 300.00 NFPBA 235.00 Florida Government Finance Officers Association (4) (FGFOA) 600.00 3,475.00	3,475	
315	Department Head Auto allowance - \$250/mo. x 12 mos. 3,000.00 Department Head Cell phone allowance - \$50/mo. x 12 mos. 600.00 Cell phone allowance - Assistant Budget Director - \$50/mo. 600.00 Cell phone allowance - Budget Administrator II - \$50/mo. 600.00 Cell phone allowance - Budget Administrator - \$50/mo. 600.00 5,400.00	5,400	
318	Advertising TRIM Ads 12,000.00	12,000	
331	OpenGov - Budget Book 23,041.00	23,041	
405	Contribution to the Risk Management Fund to operate the General and Auto Liability programs and maintain a Reserve for Claims 16,650.00	16,650	
407	Postage for resident/overnight agency mailings 34.00	34	
910	Debt service on 2010 Pension Obligation Bonds 18,502.00	18,502	
		839,865	

Dept. Summary Form

Department: Parks & Recreation

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	4,245,219	5,246,555	5,367,048	6,139,731
Operating Expenses	4,675,362	4,323,834	3,953,131	5,177,738
Internal Services	507,807	690,343	683,321	1,010,423
Operating Budget	9,428,388	10,260,732	10,003,500	12,327,892
Capital Outlay	316,392	894,066	881,422	78,500
Debt Service	0	0	0	0
Grants & Aids	130	2,500	2,500	9,500
Reserves & Other	116,496	110,726	114,086	116,529
Total Budget	9,861,406	11,268,024	11,001,508	12,532,421

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Parks and Recreation Director	121	1
Asst. Parks and Rec Dir.	119	2
Tennis Superintendent	117	1
Parks Superintendent	116	1
Special Events Supervisor	112	1
Parks Supervisor	115	1
Assistant to P&R Director	115	1
Recreation Superintendent	116	2
Recreation Coordinator	109	4
Recreation Supervisor	111	1
Parks Specialist	108	1
Parks Naturalist	108	1
Recreation Specialist	108	2
Trades Mechanic	108	3
Heavy Equipment Operator	107	1
Recreation Leader II	104	2
Maintenance Mechanic	103	5
Lifeguard	103	1
Motor Equipment Operator	103	3
Administrative Analyst	TBD	1
Recreation Leader I	102	4
General Maintenance Worker	102	7
Part-Time		66
Total # of Full-Time Employees		46
Total # of Part-Time Employees		66
Total # of Employees		112

2025-26 Operating Budget:	12,327,892
2024-25 Operating Budget:	10,260,732
Dollar Change:	2,067,160
Percentage Change:	17.22%

2025-26 Personnel - F.T.E.	46.00
2024-25 Personnel - F.T.E.	45.00
Personnel Change:	1.00

Budget Summary Form

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

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	419,005	527,688	557,634	785,321
Operating Expenses	59,123	194,752	35,053	53,206
Internal Services	33,465	34,244	31,232	47,938
Operating Budget	511,593	756,684	623,919	886,465
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	17,172	15,665	15,665	16,552
Total Budget	528,765	772,349	639,584	903,017

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Parks and Recreation Director	121	1
Asst. Parks and Rec. Director	119	2
Administrative Analyst	TBD	1
Asst. to Parks and Rec Director	115	1
Total # of Full-Time Employees		5

2025-26 Operating Budget: 886,465
2024-25 Operating Budget: 756,684
Dollar Change: 129,781
Percentage Change: 17.15%

2025-26 Personnel - F.T.E. 5.00
2024-25 Personnel - F.T.E. 4.00
Personnel Change: 1.00

Budget Objectives Form

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

Objective:

\$ 903,017 To provide administrative support services, direction, and leadership for the Parks and Recreation divisions whose departmental responsibilities include maintaining over 135 acres of developed park land, 400 landscaped medians, canal ends, and public areas, 8 recreation and community centers, 1 aquatic facility, 10 playgrounds, 1 dog park, 6 shelters, 9 athletic fields, 35 play courts, and coordinating numerous community events, and providing programming for more than 60,000 residents.

ACTIVITIES:

\$ 879,617	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.
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\$ 23,400	003	Vehicles: provides funds for the daily operation, preventive maintenance, emergency repairs and replacement of vehicles.
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**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Parks and Recreation		
Division:	Administration		
Division #:	460	Objective No.:	001
Title:	Administration		
#	Computation/Explanation		
101	Salaries	566,327.60	566,328
102	Salaries - Part Time	19,604.00	19,604
140	Employer's portion of Social Security Tax @ 7.65% of Salaries	44,012.56	
	7.65% of Outside Wages	1,499.71	
140	Employer's portion of Social Security Tax	45,512.27	45,513
141	Employer contribution to 691 Pension Plan	13,125.10	13,125
142	Group health premiums - \$864/mo./employee	42,595.68	
	Group dental premiums - \$13.18/mo./employee	474.48	
	Family coverage - \$367/mo. x 12 mos. x 1 employee	4,404.48	
	Life insurance premiums - .34/1000 x salaries x 12 mos.	192.55	
	Add'l Life Insurance - .374/1000 x Dir & Asst. Dir. salary	114.04	
	AD & D insurance premiums - .04/1000 x salaries	22.65	
		47,803.88	47,806
144	Workers' Compensation coverage for General Fund Employees	13,488.73	13,489
147	FRS Pension - Regular	79,455.76	79,456
303	Brochure design, typesetting, printing and binding	5,000.00	5,000
304	Office supplies	1,200.00	1,200
305	Florida Recreation & Parks Association - Conference	3,016.00	
	NRPA Conference	3,235.00	
	Florida Festival & Events Conference	1,300.00	
	Professional luncheons and meetings	245.00	
	Tolls and Parking	435.00	
		8,231.00	8,231
306	Florida Recreation and Parks Association memberships	850.00	
	National Recreation and Parks Association membership	1,200.00	
	Greater Miami Festival & Events Association	150.00	
	Florida Festival & Events Association	475.00	
		2,675.00	2,675

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department: Parks and Recreation		
Division: Administration		
Division #: 460		Objective No.: 001
Title: Administration		
#	Computation/Explanation	
308	Staff shirts/Safety Shoes 2,300.00	2,300
311	A/C Maintenance and Repairs 22,000.00	22,000
312	Camera supplies and film development 1,000.00	
	Annual Inspection Permit 250.00	
	Various Parks and Recreation Commission requests 200.00	
	Miscellaneous supplies 350.00	
	1,800.00	1,800
315	Dir/Asst. Dir Cell Phone Allowance - \$50/mo. 1,200.00	
	Special Projects Manager Cell Allowance - \$50/mo. 600.00	
	Special Projects Manager Car Allowance - \$100/mo. 1,200.00	
	Dir/Asst. Director's Car Allowance - \$250/mo. 6,000.00	
315	9,000.00	9,000
378	Water and Sewer Fees 1,000.00	1,000
405	Contribution to the Risk Management Fund 20,638.17	20,638
407	Mailing expenses 200.00	200
408	Copy machine lease fee and supplies 3,500.00	
	Colored copy paper 200.00	
	3,700.00	3,700
910	Debt service on 2010 Pension Obligation Bonds 16,551.90	16,552
		879,617

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Parks and Recreation
Division:		Administration
Division #:	<u>460</u>	Objective No.: <u>003</u>
Title: Vehicle Replacement and Maintenance		
#	Computation/Explanation	Amount
441	Vehicle Maintenance23,400.00	23,400
		23,400

Budget Summary Form

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

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	328,213	342,562	342,562	395,496
Operating Expenses	19,422	32,950	27,625	35,325
Internal Services	51,241	84,691	84,691	171,432
Operating Budget	398,876	460,203	454,878	602,253
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	11,084	11,596	11,596	11,574
Total Budget	409,960	471,799	466,474	613,827

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Recreation Superintendent	116	2
Recreation Supervisor	111	1
Total # of Full-Time Employees		3

2025-26 Operating Budget: 602,253
2024-25 Operating Budget: 460,203
Dollar Change: 142,050
Percentage Change: 30.87%

2025-26 Personnel - F.T.E. 3.00
2024-25 Personnel - F.T.E. 3.00
Personnel Change: 0.00

Budget Objectives Form

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

Objective:

\$ 613,827 To provide administrative support, leadership, supervision, and direction for employees responsible for the City's recreation programs, services, and facilities.

ACTIVITIES:

\$ 456,827	001	Recreation Administration: provides overall supervision of the Recreation divisions varied programs and services as well as leadership and direction for the work force of full time and part time employees.
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\$ 157,000	003	Vehicles: provide funds for the daily operation, preventive maintenance, emergency repairs and replacement of vehicles.
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**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Parks and Recreation	
Division:		Recreation Administration	
Division #:		461	Objective No.: 001
Title: Recreation Administration			
#	Computation/Explanation		Amount
101	Salaries	284,687.46	284,687
140	Employer's portion of Social Security Tax	21,870.39	21,870
141	Employer's contribution to 691 Pension Plan	42,571.70	42,572
142	Group health premiums - \$887.41/mo./employee	31,946.76	
	Group dental premiums - \$13.18/mo./employee	474.48	
	Dependent coverage - \$367.04/mo./employee	4,404.48	
	Life Insurance - .34/1000 x salaries	96.79	
	AD & D insurance premiums - .04/1000 x salaries	11.39	
		36,933.90	36,935
144	Workers' Compensation coverage for General Fund Employees	9,432.33	9,432
305	Professional luncheons and meetings	950.00	
	Mileage reimbursement	2,500.00	
		3,450.00	3,450
312	First aid kits and Supplies	100.00	
	Laminating sheets	100.00	
	Various supplies	175.00	
		375.00	375
315	Cell Phone Allowance (2) Superintendents	1,200.00	1,200
321	TULIP Insurance	25,300.00	25,300
331	Active Network - Service Fees	5,000.00	5,000
405	Contribution to the Risk Management Fund	14,431.75	14,432
910	Debt service on 2010 Pension Obligation Bonds	11,574.33	11,574
			456,827

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Parks and Recreation		
Division:	Recreation Administration		
Division #:	<u>461</u>	Objective No.:	<u>003</u>
Title: <u>Maintenance and Vehicles Replacement costs</u>			
#	Computation/Explanation		Amount
441	Vehicle Maintenance 157,000.00		157,000
			157,000

Budget Summary Form

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

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	796,446	1,021,328	1,034,561	1,061,035
Operating Expenses	2,207,255	1,292,603	1,068,828	886,173
Internal Services	31,283	34,508	34,508	34,923
Operating Budget	3,034,984	2,348,439	2,137,897	1,982,131
Capital Outlay	48,447	100,000	100,000	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	11,392	14,238	14,238	12,830
Total Budget	3,094,823	2,462,677	2,252,135	1,994,961

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Recreation Coordinator	109	3
Recreation Specialist	108	1
Recreation Leader I	102	1
Total # of Full-Time Employees		5

2025-26 Operating Budget: 1,982,131
2024-25 Operating Budget: 2,348,439
Dollar Change: (366,308)
Percentage Change: -15.60%

2025-26 Personnel - F.T.E. 5.00
2024-25 Personnel - F.T.E. 5.00
Personnel Change: 0.00

Budget Objectives Form

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

Objective:

\$ 1,994,961 To administer, plan, direct and supervise athletic programs for adults and youth of the community at the City's six major athletic complexes (Pepper, Cagni, Ben Franklin Parks, Joe Celestine Center, Scott Galvin Community Center, and Cagni Gymnasium).

ACTIVITIES:

\$ 160,690	001	Claude Pepper Park Operations: provide funding for supervision, facility upkeep/maintenance of basketball courts and baseball fields, in order to accommodate the leisure needs of the residents of North Miami. Including part-time park attendants for youth athletic programs and tournaments.
\$ 330,105	002	Ray Cagni Park Operations: provide funding for supervision, facility upkeep/maintenance of basketball courts, running track and two multipurpose fields, in order to accommodate the leisure needs of the residents of North Miami. Including part-time park attendants for youth athletic programs, rentals and special events/concerts.
\$ 202,736	003	Ben Franklin Park Operations: provide funding for supervision, facility upkeep/maintenance of basketball courts, and two multipurpose fields, in order to accommodate the leisure needs of the residents of North Miami. Including part-time park attendants for youth athletic programs and leagues.
\$ 302,004	004	Youth Sports: administer and coordinate organized team sports; some of the activities offered are football, cheerleading, basketball, soccer, volleyball, softball/baseball, and track and field.
\$ 41,471	005	Youth Athletic Camp: administer, plan, direct, and supervise an athletics themed summer camp for youth 8 – 14 years old.
\$ 16,200	006	Vehicles: provides funds for the daily operation, preventive maintenance, emergency repairs and replacement of vehicles.

Budget Objectives Form

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

\$	81,439	007	Cagni Park Gymnasium: provide funding for supervision, facility upkeep/maintenance of gymnasium, in order to accommodate the leisure needs of the residents of North Miami. Including part-time park attendants for athletic programs, rentals and events.
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\$	395,293	008	Joe Celestin Community Center: provide funding for supervision, facility upkeep/maintenance of a multipurpose room, game room, library, computer lab and gymnasium in order to accommodate the leisure needs of the residents of North Miami. Including part-time attendants for daily athletic gymnasium programs, rentals and events.
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\$	465,023	009	Scott Galvin Community Center: provide funding for supervision, facility upkeep/maintenance of multipurpose room, lobby, gymnasium, staff offices, conference room, dance studio, and athletic fitness club in order to accommodate the leisure needs of the residents of North Miami. Including part-time park attendants for athletic programs, rentals and events.
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**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Parks and Recreation		
Division:	Athletics		
Division #:	462	Objective No.:	001
Title:	Claude Pepper Park Operations		

#	Computation/Explanation	Amount	
101	Recreation Leader I 0.00		0
102	Salaries - Part Time 45,240.00		45,240
140	Employer's portion of Social Security Tax 3,461.86		3,462
311	Weekend restroom cleaning (400/mo x 12 mo) 4,800.00		
	Addtl Park Improvements 50,000.00		
	Lightning Detection Services 2,500.00		
	57,300.00		57,300
312	Supplies - various 3,000.00		3,000
317	Utilities-Pepper Park 39,900.00		39,900
321	Property insurance on Rec & Maint buildings (incl. contents) 9,787.65		9,788
330	Field maintenance supplies - various 2,000.00		2,000
			160,690

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Parks and Recreation	
Division:		Athletics	
Division #:		462	Objective No.: 002
Title: Ray Cagni Park Operations			
#	Computation/Explanation		Amount
101	Salaries	107,227.12	107,227
102	Salaries - Part Time	45,240.00	45,240
140	Employer's portion of Social Security Tax @ 7.65% of Salaries	8,225.82	
	Social Security @ 7.65% of Outside Wages	3,460.86	
140	Employer's portion of Social Security Tax	11,686.68	11,687
141	Employer contribution to 691 Pension Plan	9,777.19	9,777
142	Group health premiums - \$854.73/mo./employee	20,513.52	
	Group dental premiums - \$13.18/mo./employee	316.32	
	Life insurance premiums - .34/1000 x salaries	36.46	
	AD & D insurance premiums - .04/1000 x salaries	4.29	
		20,870.59	20,871
144	Workers' Compensation coverage for General Fund Employees	3,610.23	3,610
147	FRS Pension - Regular	5,773.02	5,773
311	Janitorial weekend maintenance	4,800.00	
	Lightning Detection Services	2,500.00	
	Cagni North	20,000.00	
		27,300.00	27,300
312	Supplies - various	7,837.50	7,838
315	Cell Phone Allowance - Specialist	300.00	300
317	Utilities - Cagni Park	22,735.40	22,735
321	Property Insurance	8,156.95	8,157
330	Field maintenance supplies	49,636.25	49,636
405	Contribution to the Risk Management Fund	5,523.76	5,524
910	Debt service on 2010 Pension Obligation Bonds	4,430.08	4,430
			330,105

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Parks and Recreation	
Division:		Athletics	
Division #:		462	Objective No.: 003
Title: Ben Franklin Park Operations			
#	Computation/Explanation		Amount
101	Salaries	61,130.61	61,131
102	Salaries - Part Time	67,860.00	67,860
140	Employer's portion of Social Security Tax	9,867.81	9,869
142	Group health premiums - \$887.41/mo./employee	10,648.92	
	Group dental premiums - \$13.18/mo./employee	158.16	
	Dependents' coverage - \$150/mo. x 12 mos./ employee	0.00	
	Life insurance premiums - .34/1000 x salaries	20.78	
	AD & D insurance premiums - .04/1000 x salaries	2.45	
		10,830.31	10,831
144	Workers' Compensation coverage for General Fund Employees	2,059.41	2,059
147	FRS Pension - Regular	8,332.10	8,332
311	Weekend restroom cleaning	4,800.00	4,800
312	Supplies	900.00	900
317	Utilities	14,062.85	14,063
321	Property Insurance	16,312.75	16,313
330	Field maintenance supplies	900.00	900
405	Contribution to the Risk Management Fund	3,150.95	3,151
910	Debt service on 2010 Pension Obligation Bonds	2,527.08	2,527
			202,736

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Parks and Recreation	
Division:		Athletics	
Division #:		462	Objective No.: 004
Title: Youth Sports			
#	Computation/Explanation		Amount
101	Salaries	65,504.77	65,505
102	Soccer - Fall		
	Coaches	58,309.30	
	Basketball		
	Coaches	58,309.30	
	Soccer - Spring		
102	Salaries - Part Time (3) Coaches	174,927.90	174,928
140	Employer's portion of Social Security Tax	18,393.09	18,393
141	Employer's contribution to 691 Pension Plan	9,635.12	9,635
142	Group health premiums - \$1329.48/mo./employee	15,953.76	
	Group dental premiums - \$13.18/mo./employee	158.16	
	Life insurance premiums - .34/1000 x salaries	22.27	
	AD & D insurance premiums - .04/1000 x salaries	2.62	
		16,136.81	16,137
144	Workers' Compensation coverage for General Fund Employees	2,343.62	2,344
311	Contractual Services - Referees	4,000.00	4,000
312	Soccer equipment and supplies	2,500.00	
	Peewee Sports equipment and supplies	175.00	
	Basketball equipment and supplies	650.00	
	Equipment and supplies	275.00	
	Participant awards	750.00	
		4,350.00	4,350
315	Misc Expenses	250.00	250
405	Contribution to the Risk Management Fund	3,585.81	3,586
910	Debt service on Pension Obligation Bonds	2,875.83	2,876
			302,004

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department: Parks and Recreation		
Division: Athletics		
Division #:	<u>462</u>	Objective No.: <u>005</u>
Title: Youth Athletic Camps (Summer Camps)		
#	Computation/Explanation	Amount
102	Salaries - Permanent Part Time	9,006.80
		22,620.00
102	Salaries - Permanent Part Time	31,626.80
		31,627
140	Employer's portion of Social Security Tax	689.02
		689
311	Contractual bus service	655.00
		655
312	Snacks, refreshments, and supplies	
	Summer Camp	1,000.00
	Holiday Camp	300.00
	Spring Camp	200.00
		1,500.00
		1,500
391	Field trip entrance fees	
	Summer Camp	5,000.00
	Holiday Camp	1,000.00
	Spring Camp	1,000.00
		7,000.00
		7,000
		41,471

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Parks and Recreation		
Division:	Athletics		
Division #:	<u>462</u>	Objective No.:	<u>006</u>
Title:	<u>Replacement and Maintenance of Vehicles</u>		

#	Computation/Explanation	Amount
441	Vehicle Maintenance 16,200.00	16,200
		16,200

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

[illegible]

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Parks and Recreation	
Division:		Joe Celestin Center	
Division #:		462	Objective No.: 008
Title: Joe Celestin Center			
#	Computation/Explanation		Amount
101	Salaries	64,679.06	64,680
102	Reception area staff		
	Rec Leader 1	32,376.76	
	Salaries - Part Time	90,480.00	
102	Salaries - Part Time	122,856.76	122,857
140	Employer's portion of Social Security Tax	14,346.49	14,346
141	Employer's contribution to 691 Pension Plan	9,748.13	9,748
142	Group health premiums - \$821.68/mo./employee	9,860.16	
	Group dental premiums - \$13.18/mo./employee	158.16	
	Dependent health insurance - \$507.80/mo./employee	6,093.60	
	Life insurance premiums - .34/1000 x salary	21.99	
	AD & D insurance premiums - .04/1000 x salary	2.59	
		16,137.50	16,138
144	Workers' compensation coverage	2,442.26	2,442
311	Janitorial services	13,260.00	
	Teen Talk Programming	0.00	
	Facility alarm monitoring	1,800.00	
	Pest control service	3,000.00	
	Contractual Instructors	85,700.00	
		103,760.00	103,760
313	Operating equipment - various	2,375.00	2,375
315	Fire permit fee	500.00	
	Fire permit fee/sprinkler alarm certification	400.00	
		900.00	900
317	Utilities - JCC	34,838.40	34,838
329	Facility maintenance	8,550.00	8,550
378	Water and Sewer Fees	3,500.00	3,500

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Parks and Recreation		
Division:	Joe Celestin Center		
Division #:	462	Objective No.:	008
Title:	Joe Celestin Center		
#	Computation/Explanation		Amount
391	Special events & activities	3,000.00	3,000
405	Contribution to the Risk Management Fund	3,736.74	3,737
408	Copy machine lease and supplies	1,425.00	1,425
910	Debt service on 2010 Pension Obligation Bonds	2,996.88	2,997
			395,293

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department: Parks and Recreation		
Division Athletics		
Division #: 462	Objective No.: 009	
Title: Scott Galvin Community Center - Operations and Maintenance		
#	Computation/Explanation	Amount
102	Salaries - Part Time 45,240.00	45,240
140	Employer's portion of Social Security Tax @ 7.65% of Salaries 0.00	
	Social Security @ 7.65% of Outside Wages 3,460.86	
140	Employer's portion of Social Security Tax 3,460.86	3,462
144	Workers Compensation 1,194.00	1,194
303	Printed Forms and Signage 275.00	275
311	Janitorial Service 61,000.00	
	Elevator Service 6,000.00	
	Air Conditioner Service 3,600.00	
	Fire Alarm Monitoring 4,000.00	
	Landscaping Service 0.00	
	Pest Control 2,400.00	
	Floor Mat Service 1,200.00	
	Fire Extinguishers - Annual Inspection 400.00	
	78,600.00	78,600
312	Supplies - Scanner 7,500.00	7,500
315	Permit Fees 2,000.00	
	Elevator Inspection Fees 500.00	
	2,500.00	2,500
317	Utilities 80,000.00	80,000
321	Liability Insurance 4,889.80	
	Property Insurance 117,048.15	
	Sports League (2) 5,893.75	
	127,831.70	127,832
329	Facility Maintenance 98,000.00	98,000
378	Water & Sewer 9,120.00	9,120
391	Community Events 10,000.00	10,000
408	Copy Machine Lease and Supplies 1,300.00	1,300
		465,023

Budget Summary Form

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

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	326,543	451,259	452,524	460,826
Operating Expenses	142,600	213,168	177,081	203,473
Internal Services	5,159	6,267	6,267	6,961
Operating Budget	474,302	670,694	635,872	671,260
Capital Outlay	16,056	50,000	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	5,938	5,726	5,726	5,583
Total Budget	496,296	726,420	641,598	676,843

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Recreation Specialist	108	1
Lifeguard	103	1

Total # of Full-Time Employees 2

2025-26 Operating Budget:	671,260
2024-25 Operating Budget:	670,694
Dollar Change:	566
Percentage Change:	0.08%
2025-26 Personnel - F.T.E.	2.00
2024-25 Personnel - F.T.E.	2.00
Personnel Change:	0.00

Budget Objectives Form

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

Objective:

\$ 676,843 To provide an aquatic facility and qualified personnel to conduct a variety of recreational and educational aquatic programs in accordance with American Red Cross regulations.

ACTIVITIES:

\$ 673,068 001 **Sasso Pool Operation:** operate a public swimming pool and Wet-Tot-Lot including upkeep/maintenance of water pumps, chemical feeder controllers and water filters on a year-round basis for open public swimming, swim lessons and party rentals.

\$ 1,450 002 **Lifeguard Training Classes:** funds to purchase lifeguard-training materials from the American Red Cross for Aquatic Specialist to perform two lifeguard certification classes to the public. Revenue projected to be \$1,700.

\$ 2,325 003 **Pre-School Swim Program:** provides qualified instruction, and supplies to teach approximately 100 North Miami Residents, ages three to fourteen years old children how to swim.

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Parks and Recreation	
Division:		Aquatics	
Division #:		463	Objective No.: 001
Title: Sasso Pool Operations			
#	Computation/Explanation		Amount
101	Salaries	125,561.61	125,562
102	Salaries - Part Time	256,360.00	256,360
104	Salaries - Overtime	2,453.31	2,453
106	Specialist (40 hours)	2,161.15	
	Lifeguard (8 hours)	292.16	
106	Salaries - Holiday Pay	2,453.31	2,453
140	Employer's portion of Social Security Tax @ 7.65% of Salaries	9,605.49	
	Social Security Tax of overtime and holiday pay	375.36	
	Social Security Tax of outside wages	19,611.54	
140	Employer's portion of Social Security Tax	29,592.39	29,592
141	Employer contribution to 691 Pension Plan	11,291.56	11,292
142	Group health premiums - \$887.41/mo./employee	21,297.84	
	Group dental premiums - \$13.18/mo./employee	316.32	
	Life insurance premiums - .34/1000 x salaries	42.69	
	AD & D insurance premiums - .04/1000 x salaries	5.02	
		21,661.87	21,662
144	Workers' Compensation coverage for General Fund Employees	4,549.50	4,550
147	FRS Pension - Regular	6,902.49	6,902
308	Swimsuits	600.00	
	Staff shirts	250.00	
		850.00	850
311	Facility alarm monitoring	360.00	
	Plumbing Repairs Pool	22,000.00	
	Water Aerobics Instructor	15,000.00	
	Pest control and termite warranty	360.00	
		37,720.00	37,720
312	Sodium Hypochlorite & tank rental	10,000.00	
	CO2 and tank rental	5,000.00	
	Pool chemicals - various	1,600.00	
	Water test kit refills	600.00	
	Pool supplies - various	9,000.00	
		26,200.00	26,200

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department: Parks and Recreation		
Division: Aquatics		
Division #: 463		Objective No.: 001
Title: Sasso Pool Operations		
#	Computation/Explanation	Amount
313	Pool Deck Equipment 500.00	
	Feeder repair kit 305.00	
	805.00	805
315	State facility Inspection & operating fees 805.00	805
317	Utilities 21,061.00	21,061
319	Aquatic Facility Operator recertification 200.00	200
321	Property Insurance 27,732.25	27,732
329	Building Repairs 70,000.00	70,000
331	Equipment repairs 2,325.00	2,325
378	Water and sewer fees 12,000.00	12,000
405	Contribution to the Risk Management Fund 6,960.87	6,961
910	Debt service on 2010 Pension Obligation Bonds 5,582.65	5,583
		673,068

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Parks and Recreation		
Division:	Aquatics		
Division #:	463	Objective No.:	002
Title:	Lifeguard Training Classes		
#	Computation/Explanation	Amount	
312	Lifeguard training books 1,000.00 Class supplies - various 250.00 Class certification (American Red Cross) 200.00 1,450.00	1,450	

Department:	Parks and Recreation		
Division:	Aquatics		
Division #:	463	Objective No.:	003
Title:	Pre-School Swim Program		
#	Computation/Explanation	Amount	
140	Employer's portion of Social Security Tax @ 7.65% of Salaries	0.00	0
102	Lifeguards (14 hours/week x 12 weeks)	0.00	0
303	Class comj Printing and Binding	100.00	100
312	Provide free swim lessons to resident children	2,225.00	2,225
			2,325

Budget Summary Form

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

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	243,315	302,591	303,025	336,740
Operating Expenses	384,687	360,088	125,547	360,088
Internal Services	4,702	7,043	7,043	8,063
Operating Budget	632,704	669,722	435,615	704,891
Capital Outlay	0	50,000	84,331	50,000
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	5,138	6,435	6,435	6,467
Total Budget	637,842	726,157	526,381	761,358

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Tennis Superintendent	117	1
Recreation Leader I	102	1
Total # of Full-Time Employees		2

2025-26 Operating Budget: 704,891
2024-25 Operating Budget: 669,722
Dollar Change: 35,169
Percentage Change: 5.25%

2025-26 Personnel - F.T.E. 2.00
2024-25 Personnel - F.T.E. 2.00
Personnel Change: 0.00

Budget Objectives Form

Department: Parks and Recreation

Division: Tennis

Dept #: 12

Division #: 464

Objective:

\$ 761,358 To provide tennis instruction, programs, tournaments, leagues, and tennis services for Penny Sugarman Tennis Center and Pepper Park.

ACTIVITIES:

\$ 700,176 001 **Penny Sugarman Tennis Facilities:** provide funding for supervision, facility upkeep/maintenance of 13 tennis courts in order to accommodate the leisure needs of the residents of North Miami, including USTA sanction tournaments and events.

\$ 11,182 002 **Pepper Park Tennis Operations:** provide funding for supervision, facility upkeep/maintenance of 12 tennis courts in order to accommodate the leisure needs of the residents of North Miami, including USTA tournaments and events.

\$ 50,000 CIP **Penny Sugarman Clay Court Renovations**

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Parks and Recreation	
Division:		Tennis	
Division #:		464	Objective No.: 001
Title: Penny Sugarman Facility Operations			
#	Computation/Explanation		Amount
101	Salaries	163,276.05	163,276
102	Salaries - Part Time	98,020.00	98,020
125	Salary Adjustment	0.00	0
140	Employer's portion of Social Security Tax @ 7.65% of Salaries	12,490.61	
	Social Security Tax of Outside Wages	7,498.53	
140	Employer's portion of Social Security Tax	19,990.14	19,990
141	Employer's contribution to 691 Pension Plan	18,349.67	18,350
142	Group health premiums - \$887.41/mo./employee	21,297.84	
	Group dental premiums - \$13.18/mo./employee	316.32	
	Dependent coverage - \$374.86/mo./employee	4,498.32	
	Life insurance premiums - .34/1000 x salaries	55.51	
	AD & D insurance premiums - .04/1000 x salaries	6.53	
		26,174.52	26,175
144	Workers' Compensation coverage for General Fund Employees	5,269.79	5,270
147	FRS Pension - Regular	5,659.14	5,659
311	Pest Control	343.00	
	001-Tennis Pros (revenues shared)	310,393.00	
		310,736.00	310,736
312	Surfacing material (clay court)	1,900.00	
	Windscreens	950.00	
	Various supplies	3,599.55	
		6,449.55	6,450
317	Utilities	13,144.00	13,144
321	Property insurance on Tennis Center and Equip.	16,312.75	
	Flood insurance on Tennis Center and Equip.	1,513.40	
		17,826.15	17,826
378	Water and sewer fees	750.00	750

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Parks and Recreation		
Division:	Tennis		
Division #:	464	Objective No.:	001
Title:	Penny Sugarman Facility Operations		

#	Computation/Explanation		Amount
405	Contribution to the Risk Management Fund	8,062.94	8,063
608	Structures and Improvements	50,000.00	50,000
910	Debt service on 2010 Pension Obligation Bonds	6,466.51	6,467
			750,176

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Parks and Recreation		
Division:	Tennis		
Division #:	464	Objective No.:	002
Title:	Pepper Park Tennis Operation		
#	Computation/Explanation		Amount
302	Telephone charges	0.00	0
308	Staff Shirts	0.00	0
311	Facility Alarm Monitoring	480.00	480
312	Windscreens and various supplies Tennis Program	1,570.25	1,570
313	Equipment Various	7,500.00	7,500
321	Property insurance on Tennis Pro Shop	1,631.85	1,632
			11,182

Budget Summary Form

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

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	356,169	571,712	573,908	603,053
Operating Expenses	150,814	262,412	228,636	442,412
Internal Services	9,243	10,610	10,610	14,494
Operating Budget	516,226	844,734	813,154	1,059,959
Capital Outlay	7,137	102,345	105,370	28,500
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	10,207	9,696	9,696	11,624
Total Budget	533,570	956,775	928,220	1,100,083

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Recreation Leader II	104	2
Recreation Leader I	102	2
Total # of Full-Time Employees		4

2025-26 Operating Budget: 1,059,959
2024-25 Operating Budget: 844,734
Dollar Change: 215,225
Percentage Change: 25.48%

2025-26 Personnel - F.T.E. 4.00
2024-25 Personnel - F.T.E. 4.00
Personnel Change: 0.00

Budget Objectives Form

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

Objective:

\$ 1,100,083 To operate programs in Sunkist Grove Community Center, Keystone Community Center, and Griffing Adult Center.

ACTIVITIES:

\$ 363,300	001	Sunkist Grove Community Center: operate Sunkist Grove Community Center, including a computer lab, drop-in evening program, weekend rentals, and camps.
\$ 488,153	002	Griffing Adult Center: operate the Griffing Adult Center for senior adult programming, after school programs, weekend rentals, community meetings, adult fitness classes, and events. Provide staff and supplies for operation of various classes for senior adults, and after school programming.
\$ 144,233	003	Keystone Center and School Skills Program: operation of Keystone Community Center, which includes youth programming, adult fitness classes, community meetings, weekend rentals, and camps.
\$ 104,397	004	Clyde W. Judson Community Center: plan, administer and direct teen programming, youth summer camps, weekend rentals and community meetings.

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Parks and Recreation	
Division:		Facility Operations	
Division #:		465	Objective No.: 001
Title: Sunkist Grove Community Center			
#	Computation/Explanation		Amount
101	Salaries	48,106.90	48,107
102	Salaries - Part Time	22,620.00	
	Rec. Leader I - Part-time (2) (12 hrs./week x 52 weeks x \$15)	18,720.00	
	Salaries - Part Time	41,340.00	41,340
104	Overtime Pay	292.05	292
140	Employer's portion of Social Security Tax @ 7.65% of Salaries	3,680.19	
	Social Security Tax of overtime	22.34	
140	Employer's portion of Social Security Tax	3,702.53	3,703
142	Group health premiums - \$887.41/mo./employee	10,648.92	
	Group dental premiums - \$13.18/mo./employee	158.16	
	Life insurance premiums - .34/1000 x salaries	16.36	
	AD & D insurance premiums - .04/1000 x salaries	1.92	
		10,825.36	10,825
144	Workers' Compensation coverage for General Fund Employees	1,742.01	1,742
147	FRS Pension - Regular	6,556.98	6,557
311	Janitorial service	10,800.00	
	Youth Programming	180,000.00	
	Health & Wellness Program	5,000.00	
	Alarm Monitoring	500.00	
	Pest control for Building	4,000.00	
		200,300.00	200,300
312	Supplies - various	750.00	750
315	Fire Permit Fee	200.00	
	Health Inspection Fee	250.00	
		450.00	450
317	Utilities	7,503.00	7,503
321	Property Insurance	16,312.75	16,313

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Parks and Recreation		
Division:	Facility Operations		
Division #:	465	Objective No.:	001
Title:	Sunkist Grove Community Center		

#	Computation/Explanation		Amount
378	Water and Sewer Fees	615.00	615
405	Contribution to the Risk Management Fund	2,665.33	2,665
605	Buildings & Improvements	20,000.00	20,000
910	Debt service on 2010 Pension Bonds	2,137.60	2,138
			363,300

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Parks and Recreation	
Division:		Facility Operations	
Division #:		465	Objective No.: 002
Title: Griffing Adult Center			
#	Computation/Explanation		Amount
101	Salaries	118,320.51	118,321
102	Rec. Leader I	36,478.52	
	TEC Employees (4)	90,408.00	
102	Salaries - Part Time	126,886.52	126,887
140	Employer's portion of Social Security Tax	18,850.18	18,850
142	Group health premiums - \$854.73/mo./employee	20,513.52	
	Group dental premiums - \$13.18/mo./employee	316.32	
	Life insurance premiums - .34/1000 x salaries	40.23	
	AD & D insurance premiums - .04/1000 x salaries	4.73	
		20,874.80	20,875
144	Workers' Compensation coverage for General Fund Employees	4,347.09	4,347
147	FRS Pension - Regular	16,290.65	16,291
311	Janitorial services	8,908.00	
	Youth Programming	120,000.00	
	Alarm Monitoring	500.00	
	Pest Control for building	400.00	
		129,808.00	129,808
312	Paper goods	300.00	
	Games and supplies	500.00	
	Arts and crafts supplies	500.00	
		1,300.00	1,300
315	Fire permit fee	200.00	
	Rec Leader & Coordinator Cell Allowance	1,200.00	
	Health Inspection Permit	200.00	
		1,600.00	1,600
317	Utilities (2 Accounts)	7,081.00	7,081
321	Property insurance on Building	16,312.75	
	Flood insurance on Building	2,220.65	
		18,533.40	18,533

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Parks and Recreation	
Division:		Facility Operations	
Division #:		465	Objective No.: 002
Title: Griffing Adult Center			
#	Computation/Explanation		Amount
378	Water and sewer fees	2,275.00	2,275
391	Special Event Supplies (Teens)	1,500.00	1,500
405	Contribution to the Risk Management Fund	6,651.18	6,651
612	Replace A/C Unit at Griffing Community Center	8,500.00	8,500
910	Debt service on 2010 Pension Obligation Bonds	5,334.28	5,334
			488,153

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Parks and Recreation	
Division:		Facility Operations	
Division #:		465	Objective No.: 003
Title: Keystone Center and Programming			
#	Computation/Explanation		Amount
101	Salaries	54,288.42	54,288
102	Salaries - Part Time	22,620.00	22,620
140	Employer's portion of Social Security Tax	5,883.49	5,883
141	Employer's contribution to 691 Pension Plan	8,182.10	8,182
142	Group health premiums - \$838.29/mo./employee	10,648.92	
	Group dental premiums - \$13.42/mo./employee	161.04	
	Life insurance premiums - .34/1000 x salaries	18.46	
	AD & D insurance premiums - .04/1000 x salaries	2.17	
		10,830.59	10,831
144	Workers' Compensation coverage for General Fund Employees	1,951.95	1,952
311	Contractual class instructor	2,000.00	
	Janitorial service	2,544.00	
	Alarm Monitoring	500.00	
	Pest control for building	360.00	
		5,404.00	5,404
312	Supplies - various	1,100.00	1,100
315	Fire permit fee	125.00	125
317	Utilities	4,011.00	4,011
321	Property insurance on Building	16,312.75	
	Flood insurance on Building	2,142.45	
		18,455.20	18,455
378	Water and sewer fees	6,000.00	6,000
405	Contribution to the Risk Management Fund	2,986.54	2,987
910	Debt service on 2010 Pension Obligation Bonds	2,395.22	2,395
			144,233

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Parks and Recreation	
Division:		Facility Operations	
Division #:		465	Objective No.: 004
Title: Kiwanis Center and Programming/ Clyde Judson Park			
#	Computation/Explanation		Amount
101	Salaries	38,016.84	38,017
102	Salaries - Part Time	22,620.00	22,620
140	Employer's portion of Social Security Tax	4,638.73	4,640
142	Group health premiums - \$838.29/mo./employee	6,993.48	
	Group dental premiums - \$13.42/mo./employee	161.04	
	Dependent Coverage - \$250/mo./employee	2,100.00	
	Life insurance premiums - .34/1000 x salaries	12.93	
	AD & D insurance premiums - .04/1000 x salaries	1.52	
		9,268.97	9,269
144	Workers' Compensation coverage for General Fund Employees	1,431.88	1,432
147	FRS Pension - Regular	5,181.70	5,182
311	Financial Literacy Program	10,000.00	
	Janitorial service	3,335.00	
	Alarm Monitoring	500.00	
	Pest control for Building	500.00	
		14,335.00	14,335
312	Supplies Various	750.00	750
315	Fire permit fee	125.00	125
321	Property insurance on Building	4,079.05	4,079
405	Contribution to the Risk Management Fund	2,190.82	2,191
910	Debt service on 2010 Pension Obligation Bonds	1,757.05	1,757
			104,397

Budget Summary Form

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

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	0	0	0	0
Operating Expenses	49,770	63,499	53,995	63,499
Internal Services	2,506	9,900	9,249	1,900
Operating Budget	52,276	73,399	63,244	65,399
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	52,276	73,399	63,244	65,399

PERSONNEL SERVICES DETAIL:

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

2025-26 Operating Budget: 65,399
2024-25 Operating Budget: 73,399
Dollar Change: (8,000)
Percentage Change: -10.90%

2025-26 Personnel - F.T.E. 0.00
2024-25 Personnel - F.T.E. 0.00
Personnel Change: 0.00

Budget Objectives Form

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

Objective:

\$ 65,399 To provide administrative support for the Parks Division and the operations of the parks maintenance office.

ACTIVITIES:

\$ 12,620 001 **Parks Administration:** provide administration, operational control, coordination, and clerical support to the Parks Division.

\$ 52,779 002 **Parks Operations Center Expenses:** provide funding for operating expenditures including utilities (water and sewer, telephones, electricity, and sanitation collection charges), contractual services (maintenance of the air conditioning and burglar alarm) and office machines.

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Parks and Recreation		
Division:	Parks Administration		
Division #:	466	Objective No.:	001
Title:	Parks Administration		

#	Computation/Explanation		Amount
304	Office Supplies	515.00	515
305	Conferences, meetings, and tolls	200.00	200
311	Annual maintenance services	2,325.00	2,325
312	First aid kits and supplies	175.00	
	Hurricane Equipment	6,500.00	
	Various supplies	1,000.00	
		7,675.00	7,675
319	Training	510.00	510
331	Equipment maintenance	1,395.00	1,395
			12,620

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Parks and Recreation		
Division:	Parks Administration		
Division #:	466	Objective No.:	002
Title:	Parks Operation Center Expenses		

#	Computation/Explanation		Amount
311	Facility alarm monitoring	1,710.00	1,710
315	Annual permit for fertilizer building	550.00	
	Annual chemical vault inspection	375.00	
		925.00	925
317	Utilities	10,707.00	10,707
321	Property insurance on POC buildings	32,625.48	32,625
329	Facility maintenance (Pepper Park Bathrooms)	1,000.00	1,000
378	Water and sewer fees	3,912.00	3,912
408	Copier lease agreement	1,900.00	1,900
			52,779

Budget Summary Form

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

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	63,842	111,590	111,590	111,590
Materials, Supplies & Services	99,154	156,365	151,311	156,365
Internal Services	0	0	0	0
Operating Total	162,996	267,955	262,901	267,955
Capital Outlay	0	0	0	200,000
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Non-Operating	0	0	0	0
Total Budget	162,996	267,955	262,901	467,955

PERSONNEL SERVICES DETAIL:

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

2025-26 Operating Budget: 267,955
2024-25 Operating Budget: 267,955
Dollar Change: -
Percentage Change: 0.00%

2025-26 Personnel - F.T.E. 0.00
2024-25 Personnel - F.T.E. 0.00
Personnel Change: 0.00

Budget Objectives Form

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

Objective:

\$ 467,955 To provide the staff and supplies/equipment to maintain the North Miami Athletic Stadium.

ACTIVITIES:

\$ 267,955	001	Stadium Operations: provide funding for supervision, facility upkeep/maintenance of bathrooms, locker rooms, track and synthetic turf; including funds for grounds, electrical, scoreboard, lighting, bleachers and fencing repairs. As well as part-time park attendants for daily activities of public use, athletic rentals and major semi-pro/professional athletic events.
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\$ 200,000	CIP	Bleachers
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**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Parks and Recreation		
Division:	North Miami Athletic Stadium		
Division #:	467	Objective No.:	001
Title:	North Miami Athletic Stadium Operations		
#	Computation/Explanation		Amount
140	Employer's portion of Social Security Tax	7,929.98	7,930
102	Facility attendants - 3 staff	67,860.00	
	Rec. Leader I - 1 staff	35,799.92	
102	Salaries - Part Time	103,659.92	103,660
311	Electrical repairs by contract	475.00	
	Field Maintenance	475.00	
	Fire Alarm Monitoring	470.00	
	Lightning Detection Services	2,500.00	
		3,920.00	3,920
312	Janitorial Supplies	3,030.50	
	Soccer goal nets and supplies	855.00	
		3,885.50	3,886
315	Backflow inspections	500.00	
	County Fire Permit	477.00	
		977.00	977
317	Utilities	27,230.00	27,230
321	Flood insurance - Stadium E-Concession	1,045.35	
	Flood insurance - Stadium Electrical building	1,045.35	
	Flood insurance - Stadium field house	1,045.35	
	Flood insurance - Stadium W-Concession stand	1,045.35	
	Property Insurance	73,407.33	
		77,588.73	77,589
329	Building Maintenance	41,208.00	41,208

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Parks and Recreation		
Division:	North Miami Athletic Stadium		
Division #:	<u>467</u>	Objective No.:	<u>001</u>
Title:	<u>North Miami Athletic Stadium Operations</u>		
#	Computation/Explanation		Amount
330	Irrigation parts and light bulbs	883.50	884
331	Equipment Maintenance	375.00	375
378	Water and Sewer	296.00	296
			267,955

Budget Summary Form

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

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	476,116	541,694	543,118	621,773
Operating Expenses	179,555	197,378	109,601	199,181
Internal Services	150,453	202,704	202,704	197,209
Operating Budget	806,124	941,776	855,423	1,018,163
Capital Outlay	244,752	591,721	591,721	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	20,396	18,552	18,552	16,849
Total Budget	1,071,272	1,552,049	1,465,696	1,035,012

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Parks Superintendent	116	1
Trades Mechanic	108	2
Maintenance Mechanic	103	3
General Maintenance Worker	102	2
Total # of Full-Time Employees		8

2025-26 Operating Budget: 1,018,163
2024-25 Operating Budget: 941,776
Dollar Change: 76,387
Percentage Change: 8.11%

2025-26 Personnel - F.T.E. 8.00
2024-25 Personnel - F.T.E. 7.00
Personnel Change: 1.00

Budget Objectives Form

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

Objective:

\$ 1,035,012 To maintain four major park facilities, 11 passive parks, a pool and seven recreation centers. Support City events and activities budgeted in other decision units as well as respond to emergencies and complaints.

\$ 858,812 001 **Facility Operations:** maintain the City's Parks and Recreation facilities, which include buildings, grounds, pools, and playgrounds.

\$ 176,200 002 **Vehicles:** provides funds for the daily operation, preventive maintenance, emergency repairs and replacement of vehicles.

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Parks and Recreation	
Division:		Parks Operations	
Division #:		468	Objective No.: 001
Title: Facility Operations			
#	Computation/Explanation		Amount
101	Salaries	437,014.93	437,015
104	Overtime Pay	6,187.50	6,188
140	Employer's portion of Social Security Tax @ 7.65% of Salaries	33,431.65	
	Social Security Tax of overtime	473.34	
140	Employer's portion of Social Security Tax	33,904.99	33,905
141	Employer's contribution to 691 Pension Plan	19,541.48	19,541
142	Group health premiums - \$887.41/mo./employee	74,478.00	
	Group dental premiums - \$13.18/mo./employee	1,107.12	
	Life insurance premiums - .34/1000 x salaries	148.59	
	AD & D insurance premiums - .04/1000 x salaries	17.48	
		75,751.19	75,751
144	Workers' Compensation coverage for General Fund Employees	13,731.07	13,731
147	FRS Pension - Regular	35,642.41	35,642
308	Uniform service	4,555.00	
	Staff shirts and hats	365.00	
	Safety shoes (21)	1,890.00	
		6,810.00	6,810
311	Facility alarm monitoring (12)	4,500.00	
	Light system repairs	4,000.00	
	A/C Contract	1,680.00	
		10,180.00	10,180
312	Paper products	2,100.00	
	Garbage bags, containers, and liners	2,100.00	
	Safety equipment and supplies	1,100.00	
	Cleaning supplies	2,600.00	
	Miscellaneous supplies	1,100.00	

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Parks and Recreation	
Division:		Parks Operations	
Division #:		468	Objective No.: 001
Title: Facility Operations			
#	Computation/Explanation		Amount
312	Lighting supplies	1,100.00	
	Field marking dust and paint	4,600.00	
	Painting supplies	5,600.00	
	Clay, sand, and soil	6,600.00	
	Mulch	6,600.00	
	Storm Preparation Supplies	2,100.00	
	Fertilizer	9,600.00	
	Additional landscaping supplies	8,600.00	
		53,800.00	53,800
313	Operating equipment	1,300.00	1,300
315	Backflow inspections (7)	900.00	
	Pest control Licensing	100.00	
		1,000.00	1,000
316	Small tools - various	5,000.00	5,000
317	Utilities (14 accounts)	16,400.00	16,400
321	Property insurance on Facility bldgs. & Structures	1,630.70	1,631
329	Electrical and lighting repairs	1,500.00	
	Plumbing repairs	1,500.00	
	Fire extinguisher servicing (41)	1,500.00	
	Repair materials - various	7,000.00	
		11,500.00	11,500
330	Fence repairs	17,585.00	
	Irrigation systems repairs	2,500.00	
	Playground repairs	3,500.00	
	Repair materials - various	3,000.00	
	Light bulbs and ballast	2,000.00	
	Landscaping materials	2,500.00	
	Parking lot repairs	1,000.00	
		32,085.00	32,085
331	Equipment maintenance	19,300.00	19,300.00

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Parks and Recreation		
Division:	Parks Operations		
Division #:	468	Objective No.:	001
Title:	Facility Operations		

#	Computation/Explanation	Amount	
350	Solid waste disposal	175.00	175
378	Water and sewer fees (14 accounts)	40,000.00	40,000
405	Contribution to the Risk Management Fund	21,008.94	21,009
910	Debt service on 2010 Pension Obligation Bonds	16,849.26	16,849
			858,812

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Parks and Recreation		
Division:	Parks Operations		
Division #:	468	Objective No.:	002
Title:	Vehicle Maintenance & Replacement		
#	Computation/Explanation	Amount	
441	Vehicle Maintenance 176,200.00	176,200	
		176,200	

Budget Summary Form

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

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	935,664	928,864	1,000,101	1,164,567
Operating Expenses	142,899	119,446	103,474	148,246
Internal Services	196,260	253,694	253,694	283,225
Operating Budget	1,274,823	1,302,004	1,357,269	1,596,038
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	31,715	25,487	25,487	28,411
Total Budget	1,306,538	1,327,491	1,382,756	1,624,449

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Parks Supervisor	115	1
Parks Specialist	108	1
Heavy Equipment Operator	107	1
Trades Mechanic	108	1
Maintenance Mechanic	103	2
Motor Equipment Operator	103	3
General Maintenance Worker	102	5
Total # of Full-Time Employees		14

2025-26 Operating Budget: 1,596,038
2024-25 Operating Budget: 1,302,004
Dollar Change: 294,034
Percentage Change: 22.58%

2025-26 Personnel - F.T.E. 14.00
2024-25 Personnel - F.T.E. 13.00
Personnel Change: 1.00

Budget Objectives Form

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

Objective:

\$ 1,624,449 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:

\$ 1,153,891	001	Green Space 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.
\$ 222,758	002	Landscaping Operations: maintain landscaping and ground maintenance on City properties including swales, parkways, medians, monuments, cul-de-sacs, and canal ends. Work performed includes trimming, shaping, and repairing as well as removing and replacing landscape as necessary.
\$ 247,800	004	Vehicles: provides funds for the daily operation, preventive maintenance, emergency repairs and replacement of vehicles.

**CITY OF NORTH MIAMI
FISCAL YEAR 2024-25
EXPENSE DETAIL WORKSHEET**

Department:	Parks and Recreation		
Division:	Rights-of-Way Operations		
Division #:	469	Objective No.:	001
Title:	Green Space Operation		
#	Computation/Explanation		Amount
101	Salaries	663,875.98	663,876
102	Salaries - Part Time	24,128.00	24,128
104	Overtime Pay	1,764.00	1,764
140	Employer's portion of Social Security Tax @ 7.65% of Salaries	52,714.31	
	Social Security of outside wages	1,845.79	
	Social Security of overtime	134.95	
140	Employer's portion of Social Security Tax	54,695.05	54,695
141	Employer contribution to 691 Pension Plan	39,189.00	39,189
142	Group health premiums - \$871.95/mo./employee	104,634.00	
	Group dental premiums - \$13.42/mo./employee	1,581.60	
	Dependents' coverage - \$457.53/mo./employee	5,490.36	
	Life insurance premiums - .34/1000 x salaries	225.72	
	AD & D insurance premiums - .04/1000 x salaries	26.56	
		111,958.24	111,959
144	Workers' Compensation coverage for General Fund Employees	18,353.11	18,353
147	FRS Pension - Regular	44,306.90	44,307
308	Uniform service (10)	5,000.00	
	Staff Shirts	250.00	
	Safety shoes (10)	550.00	
		5,800.00	5,800
311	Spoil Islands Maintenance	21,600.00	21,600
312	Fertilizers	2,000.00	
	Landscape materials	2,500.00	
	Additional landscaping supplies	3,000.00	
	Safety equipment and supplies	2,500.00	
	Miscellaneous supplies	2,000.00	
		12,000.00	12,000
315	Backflow inspections (155)	365.00	
	Landscape licensing	100.00	
	Allowance	15,000.00	
	Cell Allowance @\$100/Mo.	1,200.00	
	Car Allowance @ \$750/Mo.	9,000.00	
		25,665.00	25,665

**CITY OF NORTH MIAMI
FISCAL YEAR 2024-25
EXPENSE DETAIL WORKSHEET**

Department:	Parks and Recreation		
Division:	Rights-of-Way Operations		
Division #:	469	Objective No.:	001
Title:	Green Space Operation		
#	Computation/Explanation		Amount
316	Small tools	465.00	465
317	Utilities (114 accounts)	20,488.00	20,488
330	Irrigation system repairs	4,000.00	
	Landscaping /and various repair materials	5,000.00	
		9,000.00	9,000
378	Water and Sewer Fees	50,000.00	50,000
405	Contribution to the Risk Management Fund	28,080.81	28,081
910	Debt service for 2010 Pension Obligation Bonds	22,520.93	22,521
			1,153,891

**CITY OF NORTH MIAMI
FISCAL YEAR 2024-25
EXPENSE DETAIL WORKSHEET**

Department:		Parks and Recreation	
Division:		Rights-of-Way Operations	
Division #:		469	Objective No.: 002
Title: Landscaping Operations			
#	Computation/Explanation		Amount
101	Salaries	138,880.08	138,880
140	Employer's portion of Social Security Tax	10,624.32	10,624
141	Employer's contribution to 691 Pension Plan	6,871.16	6,871
142	Group health premiums - \$887.41/mo./employee	31,946.76	
	Group dental premiums - \$13.18/mo./employee	474.48	
	Life insurance premiums - .34/1000 x salaries	47.22	
	AD & D insurance premiums - .04/1000 x salaries	5.56	
		32,474.02	32,474
144	Workers' Compensation coverage for General Fund Employees	4,799.74	4,800
147	FRS Pension - Regular	12,647.14	12,647
308	Uniform service , Staff Shirts	560.00	
	Staff shirts	130.00	
	Safety shoes	480.00	
308	Uniform Expense	1,170.00	1,170
312	Safety equipment and supplies	1,000.00	
	Miscellaneous supplies	500.00	
		1,500.00	1,500
316	Small tools - various	558.00	558
405	Contribution to the Risk Management Fund	7,343.75	7,344
910	Debt service on 2010 Pension Obligation Bonds	5,889.72	5,890
			222,758

**CITY OF NORTH MIAMI
FISCAL YEAR 2024-25
EXPENSE DETAIL WORKSHEET**

Department:	Parks and Recreation		
Division:	Rights-Of-Ways		
Division #:	<u>469</u>	Objective No.:	<u>004</u>
Title:	<u>Maintenance and Vehicle Purchases</u>		
#	Computation/Explanation	Amount	
441	Vehicle Maintenance 247,800.00	247,800	
		247,800	

Budget Summary Form

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

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	117,368	141,870	142,324	153,720
Operating Expenses	43,275	58,820	54,610	305,359
Internal Services	6,868	7,037	3,677	4,156
Operating Budget	167,511	207,727	200,611	463,235
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	0	0	3,360	3,333
Total Budget	167,511	207,727	203,971	466,568

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Parks Naturalist	108	1
Total # of Full-Time Employees		1

2025-26 Operating Budget: 463,235
2024-25 Operating Budget: 207,727
Dollar Change: 255,508
Percentage Change: 123.00%

2025-26 Personnel - F.T.E. 1.00
2024-25 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:

\$ 466,568 To provide daily maintenance, supervision, programming, and operation of over 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:

\$ 415,879	001	Facility Operations and Maintenance: provide funding for the operation, programming, and maintenance of the park grounds, facilities, and structures.
		0
\$ 50,689	002	Facility Programming: provide nature programming and maintenance of nature exhibits at the facility including guided tours, various workshops, and special nature-related events.

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Parks and Recreation	
Division:		Enchanted Forest Elaine Gordon Park	
Division #:		471	Objective No.: 001
Title: Facility Operations and Maintenance			
#	Computation/Explanation		Amount
101	Salaries	76,740.77	76,741
102	Salaries - Part Time	39,208.00	39,208
104	Salaries - Overtime	680.00	680
140	Employer's portion of Social Security Tax	8,922.12	8,922
141	Employer contribution to 691 Pension Plan	11,566.08	11,566
142	Group health premiums - \$887.41/mo./employee	10,648.92	10,836
	Group dental premiums - \$13.18/mo./employee	158.16	
	Life insurance premiums - .34/1000 x salaries	26.09	
	AD & D insurance premiums - .04/1000 x salaries	3.07	
		10,836.24	
144	Workers' Compensation coverage for General Fund Employees	2,716.08	2,716
305	Mileage reimbursement for Naturalist	125.00	250
	Conferences and workshops	125.00	
		250.00	
308	Uniform cleaning	350.00	440
	Safety shoes and Staff Shirts	90.00	
		440.00	
311	Facility alarm monitoring	1,440.00	105,796
	Termite warranties	600.00	
	Janitorial services	3,756.00	
	Enchanted Forest Invasive	20,000.00	
	Arch Creek Preserve Invasive	80,000.00	
		105,796.00	
312	Mulch	1,200.00	2,200
	Various supplies	1,000.00	
		2,200.00	
315	Fire permit fees	210.00	210
317	Utilities	8,000.00	8,000

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Parks and Recreation		
Division:	Enchanted Forest Elaine Gordon Park		
Division #:	471	Objective No.:	001
Title:	Facility Operations and Maintenance		
#	Computation/Explanation		Amount
321	Property insurance on bldgs., structures & equipment	32,625.48	32,625
329	Various building repairs	101,200.00	101,200
330	Landscaping materials	600.00	
	Various repairs	400.00	
		1,000.00	1,000
378	Water and sewer fee	6,000.00	6,000
405	Contribution to the Risk Management Fund	4,155.69	4,156
910	Debt service on 2010 Pension Obligation Bonds	3,332.88	3,333
			415,879

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Parks and Recreation		
Division:	Enchanted Forest Elaine Gordon Park		
Division #:	471	Objective No.:	002

Title: Nature Camps

[illegible]

Budget Summary Form

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

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	85,026	82,417	82,721	113,635
Operating Expenses	10,476	22,300	20,833	22,300
Internal Services	0	0	0	0
Operating Budget	95,502	104,717	103,554	135,935
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	95,502	104,717	103,554	135,935

PERSONNEL SERVICES DETAIL:

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

2025-26 Operating Budget: 135,935
2024-25 Operating Budget: 104,717
Dollar Change: 31,218
Percentage Change: 29.81%

2025-26 Personnel - F.T.E. 0.00
2024-25 Personnel - F.T.E. 0.00
Personnel Change: 0.00

Budget Objectives Form

Department: Parks and Recreation

Division: Summer Camps

Dept #: 12

Division #: 475

Objective:

\$ 135,935 To provide cooperative programming for residents and non-residents during the public school system summer break.

ACTIVITIES:

\$ 135,935 001 **Summer Camps:** provide children ages 6-14 with a place to go during the summer while their parents or guardians are at work. The camps are hosted at Keystone Community Center and Joe Celestin Community Center.

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Parks and Recreation		
Division:	Summer Camps		
Division #:	<u>475</u>	Objective No.:	<u>001</u>
Title:	<u>Summer Camps</u>		

#	Computation/Explanation		Amount
102	Salaries - Part Time	105,560.00	105,560
140	Employer's portion of Social Security Tax	8,075.34	8,075
308	Staff Shirts	750.00	750
311	Contractual instructors - Performing Arts	2,000.00	2,000
312	Camp End of summer presentation/celebration	1,000.00	
	Participant shirts	1,400.00	
	Craft Supplies	2,600.00	
	Misc. Supplies	1,550.00	
		6,550.00	6,550
391	Field trip entrance fees	13,000.00	13,000
			135,935

Budget Summary Form

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

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	97,512	222,980	222,980	221,975
Operating Expenses	1,184,410	1,345,348	1,791,357	2,407,406
Internal Services	16,627	39,645	39,645	40,122
Operating Budget	1,298,549	1,607,973	2,053,982	2,669,503
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	130	2,500	2,500	9,500
Reserves & Other	3,454	3,331	3,331	3,306
Total Budget	1,302,133	1,613,804	2,059,813	2,682,309

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Special Events Supervisor	112	1

Total # of Full-Time Employees 1

2025-26 Operating Budget: 2,669,503
2024-25 Operating Budget: 1,607,973
Dollar Change: 1,061,530
Percentage Change: 66.02%

2025-26 Personnel - F.T.E. 1.00
2024-25 Personnel - F.T.E. 1.00
Personnel Change: 0.00

Budget Objectives Form

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

Objective:

\$ 2,682,309 To coordinate staff and implement events sponsored and/or run by the City of North Miami. These events include the WinterNational Parade, July 4th Celebration, Halloween Haunted Event, and various civic events.

ACTIVITIES:

\$ 452,147	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.
\$ 112,380	002	WinterNational Parade: promote and produce North Miami's annual Thanksgiving Day parade.
\$ 82,380	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.
\$ 15,383	004	Haunted Trails: promote and produce a Halloween event for children as well as families in the Enchanted Forest Elaine Gordon Park.
\$ 666,795	005	Community Events: these events give the City the opportunity to recognize various heritage months, holidays and cultural days by bringing the community, its residents and local schools/ universities together for a common purpose.
\$ 50,803	006	Memorial Events: provide support for various community events held throughout the City such as Veterans and Memorial Day ceremonies, and North Miami Concert Band concerts.
\$ 128,921	007	Civic Group Events: provide staff support for various civic groups.
\$ 36,000	009	Vehicle: provides funds for the daily operation, preventive maintenance, emergency repairs and replacement of vehicles.
\$ 137,500	010	NoMI Essence Fest:
\$ 1,000,000	011	Centennial: provides funds to support the centennial celebration, allowing the City to host special events that that honors our city's history, celebrates its present, inspires its future. and ensure a successful commemoration that engages residents, local businesses, and visitors.

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Parks and Recreation	
Division:		Special Events	
Division #:		478	Objective No.: 001
Title: Special Events Staff			
#	Computation/Explanation		Amount
101	Salaries	72,238.29	72,238
102	Salaries - Part Time	24,128.00	24,128
104	Salaries - Overtime / Event Staff	14,000.00	14,000
140	Employer's an OT portion of Social Security Tax	8,488.92	8,489
142	Group health premiums - \$887.41/mo./employee	10,648.92	
	Group dental premiums - \$13.18/mo./employee	158.16	
	Life insurance premiums - .34/1000 x salaries	24.56	
	AD & D insurance premiums - .04/1000 x salaries	2.89	
		10,834.53	10,836
144	Workers' Compensation coverage for General Fund Employees	2,694.16	2,694
147	FRS Pension - Regular	9,927.86	9,928
311	Christmas Lighting/Decorations - Citywide	290,000.00	290,000
305	Mileage reimbursement	500.00	
	Florida Festival & Events Annual Conference	1,000.00	
	Professional luncheons and meetings	400.00	
		1,900.00	1,900
308	Staff shirts		
312	Miscellaneous event supplies	4,000.00	4,000
315	Cellular Phone Reimbursement	600.00	600
321	Insurance for Special Events	5,906.40	5,906
405	Contribution to the Risk Management Fund	4,122.15	4,122
910	Debt service on 2010 Pension Obligation Bonds	3,305.98	3,306
			452,147

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Parks and Recreation		
Division:	Special Events		
Division #:	478	Objective No.:	002
Title:	WinterNational Parade		
#	Computation/Explanation		Amount
106	Holiday Pay - Event Staff	11,500.00	11,500
140	Employer's portion of Social Security Tax	879.75	880
312	Special Dept. Supplies	10,500.00	10,500
399	Parade expenses	89,500.00	89,500
			112,380

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Parks and Recreation		
Division:	Special Events		
Division #:	478	Objective No.:	003
Title:	July 4th Celebration		
#	Computation/Explanation		Amount
106	Holiday Pay - Event Staff	11,500.00	11,500
140	Employer's portion of Social Security Tax	879.75	880
391	Fireworks and Pyrotechnicians	35,000.00	
	Celebration Expenses	35,000.00	
		70,000.00	70,000
			82,380

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Parks and Recreation		
Division:	Special Events		
Division #:	478	Objective No.:	004
Title:	Haunted Trails - Enchanted Forest		

#	Computation/Explanation		Amount
104	Overtime - Event Staff	5,000.00	5,000
140	Employer's portion of Social Security Tax	382.50	383
391	Halloween Event - Hayride	10,000.00	10,000
			15,383

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Parks and Recreation	
Division:		Special Events	
Division #:		478	Objective No.: 005
Title: Community Events			
#	Computation/Explanation		Amount
104	Overtime - Event Staff	30,000.00	30,000
140	Employer's portion of Social Security Tax	2,295.00	2,295
391	Special Events:		
	Thanksgiving Turkey Drive	35,000.00	
	Spring Egg Hunt	25,000.00	
	Juneteenth Holiday	6,500.00	
	Annual Tree Lighting	15,000.00	
	Hispanic Heritage Month - October	35,000.00	
	Black History Month - February	35,000.00	
	Haitian Heritage Month - May	35,000.00	
	Special Initiatives	3,000.00	
	Add'l. Funding- City Events	275,000.00	
	Caribbean Heratige Month	40,000.00	
	BrewFest	130,000.00	
		634,500.00	634,500
			666,795

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Parks and Recreation	
Division:		Special Events	
Division #:		478	Objective No.: 006
Title: Memorial Events			
#	Computation/Explanation		Amount
104	Overtime - Event Staff	3,000.00	3,000
106	Holiday Pay - Event Staff	7,500.00	7,500
140	Employer's portion of Social Security Tax	803.25	803
391	Mayor/Council Initiatives	20,000.00	30,000
	Veterans Day Ceremony supplies	5,000.00	
	Martin Luther King Jr. Celebration supplies		
	9/11 Memorial Service supplies		
	Memorial Day Ceremony supplies	5,000.00	
		30,000.00	
807	North Miami Community Concert Band grant	1,500.00	9,500
	North Miami Youth Sports Grant (Football/Cheer/Soccer)	8,000.00	
		9,500.00	
			50,803

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Parks and Recreation		
Division:	Special Events		
Division #:	478	Objective No.:	007
Title:	Civic Group Events		

#	Computation/Explanation	Amount
104	Overtime - Event Staff	
	Miscellaneous Civic events	5,500.00
		5,500
140	Employer's portion of Social Security Tax	420.75
		421
391	Special Events and Activities	
	Fitness Health	60,000.00
	Dance Classes	500.00
	Fathers Day Event	12,500.00
	Community Training Events	<u>50,000.00</u>
		123,000.00
		123,000
		128,921

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Parks and Recreation		
Division:	Special Events		
Division #:	478	Objective No.:	009
Title:	Vehicle Maintenance & Replacement		
#	Computation/Explanation		Amount
441	Vehicle Maintenance 36,000.00		36,000
			36,000

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Parks and Recreation		
Division:	Special Events		
Division #:	478	Objective No.:	010
Title:	NoMi Fest		
#	Computation/Explanation	Amount	
391	NoMi Essence Festival	<u>137,500.00</u>	137,500
		137,500.00	
			137,500

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Parks and Recreation		
Division:	Special Events		
Division #:	478	Objective No.:	011
Title:	Centennial Events and Activities		
#	Computation/Explanation		Amount
391	Centennial Events and Activities	1,000,000.00	1,000,000
			1,000,000

Budget Summary Form

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

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	0	0		0
Operating Expenses	1,922	4,705	5,179	4,705
Internal Services	0	0	0	0
Operating Budget	1,922	4,705	5,179	4,705
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	1,922	4,705	5,179	4,705

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
NONE		0

Total # of Full-Time Employees 0

2025-26 Operating Budget: 4,705
2024-25 Operating Budget: 4,705
Dollar Change: -
Percentage Change: 0.00%

2025-26 Personnel - F.T.E. 0.00
2024-25 Personnel - F.T.E. 0.00
Personnel Change: 0.00

Budget Objectives Form

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

Objective:

\$ 4,705 To provide specialized programs for North Miami's youth as recommended by the Youth Opportunity Board and the City Council.

ACTIVITIES:

\$ 2,375 001 **Summer Intern Program Luncheons:** provide weekly lunch and learns for the YOB Summer employment high school students that are City residents and interested in public service. Students work in various City departments performing tasks, completing projects and learning governmental operations.

\$ 1,380 003 **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.

\$ 950 004 **MLK Day of Service:** a national day of service that will encourage residents to volunteer and improve their communities

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

[illegible]

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Parks and Recreation
Division:		Youth Programs
Division #:	483	Objective No.: 003
Title: Government Days		
#	Computation/Explanation	Amount
391	Know Your City Government Day Supplies 1,380.00	1,380

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department: Parks and Recreation	
Division: Youth Programs	
Division #: 483	Objective No.: 004
Title: MLK Day of Service	
#	Amount
315	950.00
Awards for contest winners	

Budget Summary Form

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

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	262,112	336,711	404,682	213,513
Materials, Supplies & Services	1,669,162	1,323,057	911,299	625,951
Internal Services	28,918	94,039	1,000,000	3,799
Operating Budget	1,960,192	1,753,807	2,315,981	375,168
Capital Outlay	11,471,840	0	613,555	0
Debt Service	0	0	0	0
Grants & Aids	240,168	1,282,188	376,227	750,000
Reserves & Other	104,618	2,181,620	965,817	5,003,047
Total Budget	13,776,818	5,217,615	4,271,580	6,596,310

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
NONE		

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

2025-26 Operating Budget:	375,168
2024-25 Operating Budget:	1,753,807
Dollar Change:	(1,378,639)
Percentage Change:	-78.61%

2025-26 Personnel - F.T.E.	0.00
2024-25 Personnel - F.T.E.	0.00
Personnel Change:	0.00

Budget Objectives Form

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

Objective:

\$ 6,526,215 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; and for property insurance and bonds premiums.

ACTIVITIES:

\$ 1,526,215 001 **Miscellaneous Expenses & Reserves:** Provides funds for reimbursement to Florida Unemployment Compensation Fund for benefits paid.

\$ 5,000,000 002 **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.

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Non-Departmental	
Division:		Non-Departmental Expenses	
Division #:		480	Objective No.: 001
Title: Miscellaneous Expenses			
#	Computation/Explanation		Amount
141	Pension Distribution	28,232.00	28,232
144	Workers' Compensation coverage -CRA	2,482.91	2,483
148	Retire Group Insurance:		
	Employer Health premium \$886 x 13 retirees x 12	138,216.00	
	Employer Health police stipend \$220 x 15 retirees x 12	39,600.00	
	Employer Dental - \$13.42 x 6 x 12	966.24	
	Employer Dental Police - \$47.81 x7 x12	4,016.04	
		182,798.28	182,798
311	Employee and Citizen Wellness	104,746.00	
	Employee and Citizen Wellness	104,746.00	104,746
	Leadership Training	80,000.00	
	Protocol Training	20,000.00	
	Contractual Services	45,000.00	
	Black Maternity	30,000.00	
311	CONTRACTUAL SVCS - ENG & OTHER	175,000.00	175,000
315	Bank Charges	270,000.00	270,000
321	Insurance - NoMi Village	6,109.95	6,110
405	Contribution to the Risk Management Fund-CRA	3,798.93	3,799
820	Public, Private Grant Opportunities	750,000.00	750,000
910	Debt service on 2010 Pension Obligation Bonds	3,046.76	3,047
			1,526,215

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Non-Departmental		
Division:	Non-Departmental Expenses		
Division #:	480	Objective No.:	002
Title:	Miscellaneous Expenses & Reserves		
#	Computation/Explanation		
980	Fund Reserves	5,000,000.00	5,000,000

Budget Summary Form

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

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
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	240,168	282,188	378,000	378,000
Reserves & Other	0	0	0	0
Total Budget	240,168	282,188	378,000	378,000

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
NONE		0

Total # of Full-Time Employees 0

2025-26 Operating Budget: -
2024-25 Operating Budget: -
Dollar Change: -
Percentage Change: 0.00%

2025-26 Personnel - F.T.E. 0.00
2024-25 Personnel - F.T.E. 0.00
Personnel Change: 0.00

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Project Description:	Grants to Others	
Department:	Non-Departmental	Project # 0
Division:	Grants to Others	Totals \$378,000
Account Number:	001-13-486000-519-8XX	Request Type Additional Funds
Project Location:		Priority Level Regulatory Requirement

Objective:

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

Justification:

The City provides grant funds to entities for their use in providing services to the residents of this community. The grants for FY26 are listed below:

Project Estimates:

Object Code	Description	Prior Years	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
801	NoMi Fdtn for Sr Citizens	\$ 57,750	\$ 80,000					\$ 80,000
810	NoMi Chamber of Commerce	\$ 37,500	\$ 37,500					\$ 37,500
810	NoMi Haitian Chamber of Commerce	\$ 10,000	\$ 15,000					\$ 15,000
818	PAL Grant and PAL Tutoring	\$ 95,000	\$ 98,000					\$ 98,000
820	NOMI Educational Foundation Scholarship Fund	\$ 12,500	\$ 12,500					\$ 12,500
820	Haitian Ladies Network Sponsorship	\$ 10,000	\$ 10,000					\$ 10,000
820	Adult Continuing Education	\$ 15,000	\$ 15,000					\$ 15,000
825	Assoc. Haitian Educators of Dade	\$ 15,000	\$ 15,000					\$ 15,000
820	Extended Hand	\$ -	\$ 75,000					\$ 75,000
820	JCS Meals	\$ -	\$ 20,000					\$ 20,000
Total		\$ 252,750	\$ 378,000					\$ 378,000

Funding Source	Fund #	%	Prior Years	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
Gen Fund	001	100%	\$ 252,750	\$ 378,000					\$ 378,000
									\$ -
									\$ -
Total		100%	\$ 252,750	\$ 378,000	\$ -	\$ -	\$ -	\$ -	\$ 378,000

Budget Office Use Only

☒	Funded
☐	Not Funded
☐	Partially Funded
☐	Pending

FY26 Operating Cost: \$ 378,000
FY26 Capital Cost: \$ -
Future Years' Estimated Annual Cost: \$ 378,000

Budget Summary Form

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

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	243,300	261,214	261,214	276,158
Operating Expenses	292,369	398,354	398,354	406,928
Internal Services	22,001	21,478	21,478	23,735
Operating Budget	557,670	681,046	681,046	706,821
Capital Outlay	0	20,000	20,000	40,000
Debt Service	0	0	0	0
Grants & Aids	936,603	1,251,709	1,251,709	1,322,066
Reserves & Other	8,986	8,627	8,627	7,136
Total Budget	1,503,259	1,961,382	1,961,382	2,076,023

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
MOCA Director	121	1
Total # of Full-Time Employees		1

2025-26 Operating Budget:	706,821
2024-25 Operating Budget:	681,046
Dollar Change:	25,775
Percentage Change:	3.78%

2025-26 Personnel - F.T.E.	1.00
2024-25 Personnel - F.T.E.	1.00
Personnel Change:	0.00

Budget Objectives Form

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

Objective:

\$ 2,076,023 The Museum of Contemporary Art (MOCA) is dedicated to making contemporary art accessible to diverse audiences – especially underserved populations – through the collection, preservation and exhibition of the best of contemporary art and its art historical influences.

ACTIVITIES:

\$ 293,546	001	MOCA Administrative Staff: provide management and coordination of the exhibits and programs offered throughout the year by the Museum of Contemporary Art including exhibitions, Jazz at MOCA concerts, lectures, cultural events, children's classes, teen programs, and other art programming – both onsite and virtually.
\$ 1,256,066	002	Museum Specialized Services: provide for the services required of a first-class museum including curatorial, preparatory, development, educational, communications, and operational services.
\$ 442,411	003	Building Operations: provide the maintenance and upkeep of the 23,000 square foot MOCA building, including utilities, security and other contractual building services.
\$ 74,000	004	Jazz at MOCA: provide outdoor jazz concerts in the MOCA Plaza at no charge for the entertainment and enjoyment of City residents and visitors (virtually if conditions warrant).
\$ 10,000	005	Vehicles: provides funds for the daily operation, preventive maintenance, emergency repairs and replacement of vehicles.

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Museum of Contemporary Art	
Division:		MOCA	
Division #:		482	Objective No.: 001
Title: MOCA Administrative Staff			
#	Computation/Explanation		Amount
101	Salaries	160,594.33	160,594
140	Employer's portion of Social Security Tax	12,689.96	12,690
142	Group health premiums - \$866.41/mo./ employee	10,636.92	
	Group dental premiums - \$13.18/mo./employee	158.16	
	Employee + Dependent coverage - \$508.44/mo./ employee	6,096.48	
	Life insurance premiums - .34/1000 x salaries	52.39	
	Add'l Life Insurance - .374/1000 x Dir salary	64.80	
	AD & D insurance premiums - .04/1000 x salaries	7.62	
		17,016.37	17,016
144	Workers' Compensation coverage for General Fund Employees	5,815.47	5,815
150	FRS Pension - Senior Management	72,042.67	72,043
311	Required background check and fingerprinting	617.00	617
312	Printer supplies	300.00	300
315	Car allowance - Director \$250/mo.	3,000.00	
	Cell phone allowance - Director \$50/mo.	600.00	
		3,600.00	3,600
405	Contribution to the Risk Management Fund	8,897.85	8,898
408	Copier Expense	2,537.00	
	Extra copies B&W	800.00	
	Extra copies color	1,500.00	
		4,837.00	4,837
910	Debt service on 2010 Pension Obligation Bonds	7,136.11	7,136
			293,546

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Museum of Contemporary Art	
Division:		MOCA	
Division #:		482	Objective No.: 002
Title: Museum Specialized Services			
#	Computation/Explanation		Amount
813	Salaries	906,000.00	906,000
	Employer's portion of Social Security Tax	28,320.00	
	Group health premiums - \$838.29/mo./ employee	212,738.40	
	Group dental premiums - \$13.42/mo./employee	3,163.20	
	Life insurance premiums - .34/1000 x salaries	308.04	
	AD & D insurance premiums - .04/1000 x salaries	36.24	
		244,565.88	244,566
	Subtotal of outside wages for part time staffing	73,000.00	73,000
	Art Insurance	15,000.00	
	Art Storage	10,000.00	
	Collection Care	7,500.00	
	Subtotal of Management Agreement Expenses	32,500.00	32,500.00
	Total Grant for Specialized Services to MOCA Inc.		1,256,066

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department: Museum of Contemporary Art		
Division: MOCA		
Division #: 482		Objective No.: 003
Title: Building Operations		
#	Computation/Explanation	Amount
311	Contractual Building Services	
	Exterminator Services 432.00	
	Security Alarm Monitoring 420.00	
	Fire Alarm Monitoring and Maintenance 2,000.00	
	Air Conditioner Maintenance 7,200.00	
	Janitorial Service 22,795.00	
	Pool Maintenance Service 7,200.00	
	Generator Quarterly Maintenance 2,000.00	
	FPI Security Services 148,363.00	
	Biannual Air Conditioning Maintenance 750.00	
	191,160.00	191,160
315	Annual Backflow Inspection 150.00	
	Annual Fire Sprinkler Inspection 450.00	
	600.00	600
317	MOCA Utility Expenses 55,000.00	55,000
321	Property insurance on Museum building (incl. contents) 122,346.20	122,346
329	Repair and Maintenance of Building 25,000.00	25,000
330	Maintenance of Structures/Grounds 1,500.00	1,500
378	Water and Sewer Fees 4,305.00	4,305
394	Medical Expenses/Background Check 2,500.00	2,500
612	Buildings and Improvements 40,000.00	40,000
		442,411

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Museum of Contemporary Art		
Division:	MOCA		
Division #:	482	Objective No.:	004
Title:	Jazz at MOCA		

#	Computation/Explanation		Amount
104	Salaries - Overtime	8,000.00	8,000
813	Jazz at MOCA 12 concerts (includes entertainment, seating, sound system, advertising, etc.)	66,000.00	66,000
			74,000

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Museum of Contemporary Art		
Division:	MOCA		
Division #:	482	Objective No.:	005
Title:	Vehicle Maintenance and Replacement		
#	Computation/Explanation		Amount
441	Vehicle Maintenance 10,000.00		10,000

Budget Summary Form

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

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	1,766,411	2,043,761	2,021,582	2,045,999
Operating Expenses	3,845,524	4,156,320	4,363,096	4,402,777
Internal Services	164,120	195,597	185,211	228,880
Operating Budget	5,776,055	6,395,678	6,569,889	6,677,656
Capital Outlay	28,895	15,636	15,000	15,000
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	44,118	54,868	54,868	53,809
Total Budget	5,849,068	6,466,182	6,639,757	6,746,465

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Code Compliance Director	122	1
Sanitation Manager	116	1
Code Compliance Manager	33	1
Executive Assistant to Code Compliance Director	112	1
Administrative Coordinator	109	1
Code Compliance Inspector	109	10
Code Compliance Inspector (Animal Control)	109	1
Sanitation Supervisor	115	1
Administrative Specialist	106	1
Part- Time		13
Total # of Full-Time Employees		18
Total # of Part-Time Employees		13
Total # Employees		31

2025-26 Operating Budget: 6,677,656
2024-25 Operating Budget: 6,395,678
Dollar Change: 281,978
Percentage Change: 4.41%

2025-26 Personnel - F.T.E. 18.00
2024-25 Personnel - F.T.E. 18.00
Personnel Change: 0.00

Budget Objectives Form

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

Objective:

\$ 6,746,465 The Code Compliance Department collaborates with N.M.P.D for parking enforcement, property transitions, business operations, housing inspections, and Animal Services, including stray animal control, enforcement of animal-related ordinances, and community education on responsible pet ownership. Sanitation Services handles waste-related requests and maintains public spaces by addressing litter, debris, and illegal dumping. We strive for compliance using both formal and informal approaches, supporting the City's vision of providing top-tier municipal services to all stakeholders and enhancing the community's overall quality of life.

ACTIVITIES:

\$ 1,846,727	001	Administration: handles various administrative and support functions to ensure the department operates smoothly. These responsibilities include budget management, policy development, staff support, training and development, public relations, data management, customer service, and coordination with other city departments. They oversee financial operations, develop and implement policies, provide administrative support to staff, organize training programs, handle communications and public relations, collect and analyze data, address public inquiries and complaints, and work with other departments to ensure comprehensive service delivery, all aimed at maintaining safe, clean, and compliant neighborhoods.
\$ 25,500	002	Special Magistrate: presides over code compliance and minimum housing cases.
\$ 139,400	003	Vehicles: provides funds for the daily operation, preventive maintenance, emergency repairs and replacement of vehicles.
\$ 4,734,838	005	Sanitation Services: provides prompt responses to daily complaints and requests regarding all challenges relating to Solid Waste. This includes the replacement of trash and recycling carts, the collection of garbage, recycling, and bulk waste from residential customers, issues, requests, challenges are typically responded to and resolved within 24 to 48 hours. Additionally, the Dream Team addresses the removal of litter, debris, graffiti, and illegal dumping from public right of ways, ensuring a cleaner and more orderly environment for the City of North Miami.

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Code Compliance	
Division:		Admin	
Division #:		440	Objective No.: 001
Title: Administration			
#	Computation/Explanation		Amount
101	Salaries	980,197.96	980,198
102	Salaries - Part Time	26,390.00	26,390
104	Salaries - Overtime Pay	36,586.61	36,587
106	Salaries - Holiday Pay	6,291.00	6,291
140	Employer's portion of Social Security Tax	79,898.26	79,898
141	Employer contribution to 691 Pension Plan	20,870.87	20,871
142	Group health premiums - \$838.29/mo./ employee	160,951.68	
	Group dental premiums - \$13.42/mo./employee	2,576.64	
	Employee + Dependent - \$382/mo./ employee	4,584.00	
	Add'l Life Insurance - .374/1000 x Director	90.00	
	Life insurance premiums - .34/1000 x salaries	333.27	
	AD & D insurance premiums - .04/1000 x salaries	39.21	
		168,574.80	168,575
144	Workers' Compensation coverage for General Fund Employees	38,797.04	38,797
147	FRS Pension - Regular	99,688.00	99,688
150	FRS Pension - Senior Management	24,063.74	24,064
302	Laptops, Cell phone, air cards and field equipment	44,364.00	44,364
303	Printing (Forms, Envelopes, Ticket books, etc.)	5,000.00	
	Animal Control printing and rebranding	1,500.00	
		6,500.00	6,500
304	Office Equipment, Material, Supplies	1,500.00	1,500
305	Travel, conferences & meetings	7,600.00	
	FL Animal Control Annual Conference - (3)	2,400.00	
		10,000.00	10,000.00

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Code Compliance		
Division:	Admin		
Division #:	440	Objective No.:	001
Title:	Administration		
#	Computation/Explanation	Amount	
306	Fl. Assoc. Of Code Enforcement - FACE	2,310.00	
	Association of State Floodplain Managers - (2)	360.00	
	FL animal control association membership	1,050.00	
	FL Floodplain Managers Association - FLFMA	280.00	
		4,000.00	4,000
308	Uniforms	7,000.00	7,000
311	Custodial Services	2,268.00	
	Air Conditioning Maintenance	840.00	
	Right of way clean up	10,000.00	
	Alleyway Clean up	50,000.00	
	Special Assessment/Lot Abatement	50,000.00	
	Nestle Water	960.00	
	Arborist hearing and inspection services	5,000.00	
	Security Alarm Monitoring	900.00	
	Exterminating Services	662.00	
		120,630.00	120,630
312	Plastic bags, digital cameras, measuring tapes, safety items, etc.	5,000.00	5,000
313	Equipment (rooster cages, control poles, carriers, etc.)	1,500.00	1,500
315	Public Notary Renewal 2 @ \$79	158.00	
	Car allowance - Director \$250/mo.	3,000.00	
	Cell phone allowance - Director \$100/mo.	1,200.00	
		4,358.00	4,358
317	Utilities	6,161.50	6,162
319	Required 13 hours Continuing Ed hours x 11 Code Inspectors	2,200.00	
	Required Level 1 FACE Certification for 7 new hires	4,800.00	
		7,000.00	7,000
329	Repair, replacement and general maintenance of offices	3,000.00	3,000
405	Contribution to the Risk Management Fund	59,360.63	59,361
407	Postage/Courier Expenses	18,465.55	
	Animal Control Postage	700.00	
		19,165.55	19,166

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Code Compliance		
Division:	Admin		
Division #:	440	Objective No.:	001
Title:	Administration		
#	Computation/Explanation		Amount
408	Copier expense including lease	2,220.00	
	Extra copies charges	1,000.00	
		3,220.00	3,220
605	Equipment	15,000.00	15,000
910	Debt service on 2010 Pension Obligation Bonds	47,607.49	47,607
			1,846,727

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Code Compliance		
Division:	Special Magistrate		
Division #:	440	Objective No.:	002
Title:	Special Magistrate		
#	Computation/Explanation		Amount
311	Special Magistrates - 14 hearings	12,600.00	25,500
	Courier Service	300.00	
	Interpreters (2) - 14 hearing	12,600.00	
		25,500.00	

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department: Code Compliance		
Division: Vehicles		
Division #: 440		Objective No.: 003
Title: Code Compliance Vehicles		
#	Computation/Explanation	Amount
441	Vehicle Maintenance 139,400.00	139,400

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Code Compliance	
Division:		Sanitation Service	
Division #:		440	Objective No.: 005
Title: Curbside Residential Pickup			
#	Computation/Explanation		Amount
101	Salaries	152,087.39	152,087
102	Part-Time Salaries	327,990.00	327,990
140	Employer's portion of Social Security Tax	36,725.93	36,726
142	Group health premiums - \$838.29/mo./ employee	17,052.96	
	Group dental premiums - \$13.42/mo./employee	322.08	
	Employee + Family Health - \$385/mo./ employee	4,620.00	
	Life insurance premiums - .34/1000 x salaries	51.71	
	AD & D insurance premiums - .04/1000 x salaries	6.08	
		22,052.83	22,053
144	Workers' Compensation coverage for Employees	5,054.35	5,054
147	FRS Pension - Regular	20,729.51	20,730
308	Uniforms for Clean Team	6,700.00	6,700
311	Sanitation contractual services to Wastepro, Inc.		
	9754 residential units x \$372.08 per unit annually	4,014,311.58	
	342 multi-family units (non-containerized) x \$372.08 annually	127,251.36	
		4,141,562.94	4,141,563
312	Misc. items such as large trash bags, rakes, shovels, trash cans, spray paint, gloves, weed wacker & blower gas treatment, trash pickers & grabbers etc.	8,000.00	8,000
405	Contribution to the Risk Management Fund	7,733.31	7,733
910	Debt service on 2010 Pension Obligation Bonds	6,202.15	6,202
			4,734,838

Budget Summary Form

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

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	827,476	890,957	903,457	1,056,470
Operating Expenses	435,311	452,515	451,954	448,124
Internal Services	27,266	30,375	30,375	41,754
Operating Budget	1,290,053	1,373,847	1,385,786	1,546,348
Capital Outlay	24,839	142,010	0	45,000
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	26,772	26,090	26,090	25,610
Total Budget	1,341,664	1,541,947	1,411,876	1,616,958

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Library Director	121	1
Assistant Library Director	117	1
Assistant to the Library Director	115	1
Librarian	109	2
Senior Library Specialist	113	1
Youth Services Specialist	108	1
Trades Mechanic	108	1
Library Aide II	104	1
Total # of Full-Time Employees		9
Total # of Part-time Employees		5
Total # of Employees		14

2025-26 Operating Budget: 1,546,348
2024-25 Operating Budget: 1,373,847
Dollar Change: 172,501
Percentage Change: 12.56%

2025-26 Personnel - F.T.E. 9.00
2024-25 Personnel - F.T.E. 8.00
Personnel Change: 1.00

Budget Objectives Form

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

Objective:

\$ 1,616,958 To provide free and equitable access to information and resources, promote literacy and lifelong learning, support community engagement and cultural enrichment, preserve local history, and bridge the digital divide.

ACTIVITIES:

\$ 748,185	001	Department Administration: manage and administer the department to optimize funding, staff output, patron satisfaction, facility maintenance, safety, and security.
\$ 324,916	002	Collection Development: identify, procure, catalog, process, organize and store print, non-print, and subscription materials appropriate for a multicultural community.
\$ 516,392	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 unable to come to the Library; and 4) presenting programs and informational support to the various user groups in the City - general public, school, business, civic, institution and government.
\$ 27,465	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.

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Library		
Division:	Library		
Division #:	490	Objective No.:	001
Title:	Department Administration		
#	Computation/Explanation		Amount
101	Salaries	279,318.72	279,319
140	Employer's portion of Social Security Tax	21,643.28	21,643
141	Employer's contribution to 691 Pension Plan	34,553.31	34,553
142	Group health premiums - \$887.41/mo./ employee	31,946.76	
	Group dental premiums - \$13.18/mo./employee	474.48	
	Life insurance premiums - .34/1000 x salaries	94.97	
	Add'l Life Insurance - .374/1000 x Dir salary	52.14	
	AD & D insurance premiums - .04/1000 x salaries	11.17	
		32,581.52	32,582
144	Workers' Compensation coverage for General Fund Employees	9,409.40	9,409
147	FRS Pension - Regular	7,792.93	7,793
302	Communications	1,466.00	1,466
304	Office Expense	250.00	250
305	Professional Travel	6,500.00	6,500
306	Membership, Dues, Subscriptions	1,500.00	1,500
308	Uniform rental/cleaning for 1 employee	468.00	
	Safety Shoe Allowance - Trades Mechanic	87.00	
		555.00	555
311	Mats x 13 visits (visit every 4 weeks)	459.94	
	A/C contract	4,680.00	
	Extermination Services	432.00	
	Alarm and security camera monitoring	596.00	
	Security Guard Services	35,000.00	
	Tech Hub carpet replacement	15,373.00	
	Quarterly Carpet Cleaning Services	17,000.00	
	Replacement of Public Service Furniture	16,500.00	
	Replacement of Library Tent	1,500.00	
	Program Room Tile Replacement	10,000.00	
	Replacement of carpet for Adult Books Area	18,000.00	
	Fire alarm monitoring/inspection/maintenance	2,936.00	
	Janitorial services @ Library	27,000.00	
		149,476.94	149,477

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Library
Division:		Library
Division #:	490	Objective No.: 001
Title: Department Administration		
#	Computation/Explanation	Amount
312	Special Department Supplies Marketing (Swag)	612.00 4,000.00 4,612.00
		4,612
313	Operating Equipment Porter Printing Machine	1,000.00 2,000.00 3,000.00
		3,000
315	Car Allowance - Library Director -\$250/mo. Cell Allowance - Trade Mechanic - \$50/mo.	3,000.00 600.00 3,600.00
		3,600
317	Utilities - Library Building	20,976.00
		20,976
319	Training Expense	500.00
		500
321	Property insurance on Library building (incl. contents)	122,346.20
		122,346
329	Funds required to maintain the Library building	10,000.00
		10,000
330	Maint. Of Structures/Grounds	200.00
		200
378	Water & Sewer	2,100.00
		2,100
394	Medical Expenses	40.00
		40
405	Contribution to the Risk Management Fund	14,396.66
		14,397
407	Postage	133.00
		133
408	Copier service, supplies and paper	1,688.00
		1,688
441	Equipment Rental (Vehicle)	8,000.00
		8,000
910	Debt service on 2010 Pension Obligation Bonds	11,546.18
		11,546
		748,185

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Library		
Division:	Library		
Division #:	490	Objective No.:	002
Title:	Collection Development		
#	Computation/Explanation		Amount
101	Salaries	170,708.13	170,708
140	Employer's portion of Social Security Tax	13,059.17	13,059
142	Group health premiums - \$865.62/mo./ employee	31,162.32	
	Group dental premiums - \$13.18/mo./employee	474.48	
	Life insurance premiums - .34/1000 x salaries	58.04	
	AD & D insurance premiums - .04/1000 x salaries	6.83	
		31,702.67	31,703
144	Workers' Compensation coverage for General Fund Employees	5,840.26	5,840
147	FRS Pension - Regular	23,267.52	23,268
306	Memberships, Dues and Subscriptions (Digital content), & Newspapers/	17,035.00	17,035
312	Items necessary to prepare and store materials for circulation and repair items for recirculation such as RFID tags and other	2,200.00	2,200
405	Contribution to the Risk Management Fund	8,935.77	8,936
631	Library- New Books	35,000.00	35,000
637	Library Non-Print Materials	10,000.00	10,000
910	Debt service on 2010 Pension Obligation Bonds	7,166.52	7,167
			324,916

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Library		
Division:	Library		
Division #:	490	Objective No.:	003
Title:	Public Services		
#	Computation/Explanation		Amount
101	Salaries	227,045.49	227,045
102	Salaries - Part Time	108,732.00	108,732
140	Employer's portion of Social Security Tax	25,778.78	25,779
142	Group health premiums - \$822.04/mo./ employee	19,728.96	
	Group dental premiums - \$13.18/mo./employee	316.32	
	Employee + Family Health - \$681.23/mo./ employee	8,174.76	
	Life insurance premiums - .34/1000 x salaries	77.20	
	AD & D insurance premiums - .04/1000 x salaries	9.08	
		28,306.32	28,306
144	Workers' Compensation coverage for General Fund Employees	5,621.01	5,621
147	FRS Pension - Regular	31,109.86	31,110
303	Printing and Binding	750.00	750
312	Special Dept. Supplies	2,352.00	2,352
315	Cell Allowance - Library Manager - \$50/mo.	600.00	
	Cell Allowance - Youth Services Specialist - \$50/mo.	600.00	
		1,200.00	1,200
391	Special Events	70,000.00	70,000
405	Contribution to the Risk Management Fund	8,600.32	8,600
910	Debt service on 2010 Pension Obligation Bonds	6,897.49	6,897
			516,392

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Library		
Division:	Library		
Division #:	490	Objective No.:	004
Title:	Internet and Technological Services		
#	Computation/Explanation		Amount
312	Print Station Supplies	5,000.00	5,000
331	Innovative, EnvisionWare, Bibliotheca Management Systems	22,465.00	22,465
			27,465

Budget Summary Form

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

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	411,986	591,198	620,984	705,041
Operating Expenses	18,594	35,552	35,591	42,992
Internal Services	23,666	23,751	23,751	29,326
Operating Budget	454,246	650,501	680,326	777,359
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	22,442	18,184	18,184	20,432
Total Budget	476,688	668,685	698,510	797,791

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Procurement Director	121	1
Assistant Procurement Director	117	1
P-Card Administrator	109	1
Procurement Agent	113	2
Buyer	108	1
Total # of Full-Time Employees		6

2025-26 Operating Budget:	777,359
2024-25 Operating Budget:	650,501
Dollar Change:	126,858
Percentage Change:	19.50%

2025-26 Personnel - F.T.E.	6.00
2024-25 Personnel - F.T.E.	6.00
Personnel Change:	0.00

Budget Objectives Form

Department: Procurement

Division: Procurement

Dept. #: 18

Division #: 411

Objective:

\$ 797,791

The primary goal of the Procurement Department is to provide support for the City's administration by providing timely and cost-effective procurement of goods and services for all City operations, as well as for the North Miami Community Redevelopment Agency (NMCRA) in accordance with the City's Procurement Code. Moreover, the department is also responsible for maintaining the public's trust in the performance of our duties by adhering to the highest professional standards and ensuring fair competition, equal opportunity to all vendors, transparency and integrity in the procurement of goods and services.

ACTIVITIES:

\$ 797,791

001

Procurement: oversees the City's centralized procurement system and is responsible for all day-to-day and long-term procurement initiatives including, but not limited to, vendor registrations, review and approval of purchase orders, issuance of solicitations seeking proposals for goods and services, contract negotiations, submittal of agenda items for approval by the City Council and the NMCRA Board of Directors. Also responsible for managing the City's P-Card program and contract compliance administration, including maintenance of the City's contract repository and vendor performance evaluation procedures.

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Procurement	
Division:		Procurement	
Division #:		411	Objective No.: 001
Title: Administration			
#	Computation/Explanation		Amount
101	Salaries	512,393.95	512,394
140	Employer's portion of Social Security Tax	39,611.24	39,611
141	Employer's contribution to 691 Pension Plan	25,272.08	25,272
142	Group health premiums - \$858.19/mo./ employee	61,789.68	
	Group dental premiums - \$13.42/mo./employee	948.96	
	Add'l Life - .374/1000 x Dir Salaries	59.60	
	Life insurance premiums - .34/1000 x salaries	174.21	
	AD & D insurance premiums - .04/1000 x salaries	20.50	
		62,993.95	62,994
144	Workers' Compensation coverage for General Fund Employees	16,650.42	16,650
147	FRS Pension - Regular	48,120.46	48,120
303	Business Cards	200.00	
	Miscellaneous Printing	300.00	
		500.00	500
304	Office Supplies	1,500.00	1,500
305	NIGP Annual Conference	3,000.00	
	Chamber Monthly Luncheons	500.00	
	Evaluation Committees	1,500.00	
	Misc. Travel/Conference	5,000.00	
		10,000.00	10,000

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department: Procurement		
Division: Procurement		
Division #: 411		Objective No.: 001
Title: Administration		
#	Computation/Explanation	Amount
306	NIGP National Membership 550.00	
	NIGP - Southeast Florida Co-Op & Miami Co-Op 350.00	
	Business Periodical 192.00	
	1,092.00	1,092
312	Toner cartridges for office printers and office materials 2,000.00	2,000
315	Car allowance - Director \$250/mo. 3,000.00	
	Cell phone allowance - Director \$50/mo. 600	
	Cell phone allowance -(3) \$50/mo 1,800.00	
	5,400.00	5,400
318	Advertising - DBR (approx. 25 bids) 12,500.00	12,500
319	NIGP Courses for staff 10,000.00	10,000
405	Contribution to the Risk Management Fund 25,475.65	25,476
407	Postage 250.00	250
408	Copier 3,600.00	3,600
910	Debt service on 2010 Pension Obligation Bonds 20,431.58	20,432
		797,791

Budget Summary Form

Department: Housing and Social Services
 Dept / Div. #: 22 / 493

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	742,551	1,211,960	1,213,378	1,194,903
Operating Expenses	378,712	591,127	590,702	1,091,501
Internal Services	104,689	139,450	139,450	155,514
Operating Budget	1,225,952	1,942,537	1,943,530	2,441,918
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	175,111	437,523	410,175	436,320
Reserves & Other	48,391	26,589	26,589	34,899
Total Budget	1,449,454	2,406,649	2,380,294	2,913,136

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Housing & Social Services Director	121	1
Asst. Housing & Social Services Director	117	1
Housing Manager	116	1
Social Services Manager	116	1
Social Services Administrator	114	1
Senior Housing Coordinator	114	1
Housing Inspector	112	1
Housing Coordinator	112	1
Housing and Social Services Coordinator	112	1
Housing Services Administrative Specialist	106	1
Social Services Specialist	103	2
Part Time		6
Total # of Full-Time Employees		12.0
Total # of Part-Time Employees		6
Total # of Employees		18.0

2025-26 Operating Budget: 2,441,918
 2024-25 Operating Budget: 1,942,537
 Dollar Change: 499,381
 Percentage Change: 25.71%

2025-26 Personnel - F.T.E. 12.00
 2024-25 Personnel - F.T.E. 12.00
 Personnel Change: 0.00

Budget Objectives Form

Department:	Housing and Social Services
Division:	Housing and Social Services
Dept. #:	22
Division #:	493

Objective:

\$ 2,913,136 To serve the culturally diverse North Miami community by assuring that residents have access to more affordable, decent, safe, stable housing as well as enhancing their quality of life and potential through diverse social activities made available to them.

ACTIVITIES:

\$ 1,453,809 001 **Housing & Social Services:** Administration oversees and manages the daily operations and activities of the department by ensuring services are provided promptly, program guidelines are followed, updated from time to time and monitored to ensure compliance with federal, state, local and city regulations related to the different programs: This level also manages and coordinates different programs offered to the youth community.

\$ 494,453 003 **H&SS Program Grants:** this level for the NoMi Food Pantry provides food distribution citywide to the more vulnerable population of North Miami, assuring that no one goes hungry in the community.

\$ 964,874 004 **Senior Programming:** this level provides services to the North Miami senior citizens community by organizing different recreational, educational and social activities to promote healthy aging, improve their quality of life, and assure their wellbeing.

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Housing and Social Services	
Division:		Administration	
Division #:		493	Objective No.: 001
Title: Social Services			
#	Computation/Explanation		Amount
101	Salaries	833,343.54	833,344
140	Employer Portion of Social Security	64,072.08	64,072
141	Employer contribution to 691 Pension Plan	40,730.24	40,730
142	Group health premiums - \$881.26/mo. x 12 mos. x 12 employees	126,901.44	
	Employee + Child(ren) premiums - \$451.51/mo./ employee	5,418.12	
	Group dental premiums - \$13.18/mo. x 12 mos. x 12 employees	1,897.92	
	Life insurance premiums - .34/1000 x salaries	222.49	
	Housing Administrator 50% Life Insurance	0.00	
	Add'l insurance premiums - .374/1000 x Director & Asst. Dir. salary	103.89	
	AD & D insurance premiums - .04/1000 x salaries	38.31	
		134,582.18	134,582
144	Workers' Compensation coverage	28,440.08	28,440
147	FRS Pension - Regular	93,734.56	93,735
303	Printing and Binding	150.00	150
304	Office Expense	600.00	600
305	Travel	6,500.00	6,500
308	Uniforms	500.00	500
311	Contractual Services		
	Security alarm monitoring x 4 qtrs.	660.00	
	Pest control service--HHS Admin	240.00	
	Fire extinguisher refills, inspections and certification	110.00	
	OC Permit (Life Safety)	80.00	
	Janitorial Services	6,472.56	
	A/C Maintenance - APEX	4,800.00	
		12,362.56	12,363
312	Special Department Supplies	1,000.00	1,000

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Housing and Social Services	
Division:		Administration	
Division #:		493	Objective No.: 001
Title: Social Services			
#	Computation/Explanation		Amount
315	Cell phone Allowance - Housing and Social Services Coordinator	600.00	5,800
	Cell phone Allowance - Social Services Manager	600.00	
	Cell phone Allowance - Social Services Administrator	600.00	
	Fire Extinguisher - Annual Inspection - NW 7th Avenue		
	MDC Recording Fees for City's Special Rehab Program	1,000.00	
	Car Allowance - Director \$250 x 12	3,000.00	
		5,800.00	
317	Utilities		6,000
	Electricity	6,000.00	
321	Flood Insurance	624.45	8,781
	Property Insurance	8,156.95	
		8,781.40	
329	Maintenance of Buildings		1,000
	Repair, Replacement & General Maintenance	1,000.00	
331	Maint. & Oper. of Equipment		700
	Repair to Security System, cameras, etc.	700.00	
361	Mentor Program		25,000
	Leaders in Training (LIT) Program	25,000.00	
405	Contribution to the Risk Management Fund	43,514.18	43,514
407	Postage	100.00	100
441	Vehicle Maintenance	112,000.00	112,000
910	Debt service on 2010 Pension Obligation Bonds	34,898.57	34,899
			1,453,809

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Housing and Social Services	
Division:		HSS Program Grants	
Division #:		493	Objective No.: 003
Title: NoMI Food Pantry			
#	Computation/Explanation		Amount
102	Salaries - Part Time	37,440.00	37,440
140	Employer Portion of Social Security	2,864.16	2,864
311	Pest Control - \$200 mo. x 12 mos.	2,400.00	
	Alarm Services for Pantry	420.00	
	Sunbiz Renewal	65.00	
		2,885.00	2,885
312	Supplies - various (bags, t-shirts,etc.)	9,000.00	9,000
331	Software/Maintenance of Equipment	684.00	
	Maintenance of refrigerated containers	4,000.00	
		4,684.00	4,684
408	Copier Expenses	1,260.00	1,260
820	Miscellaneous Grants		
	NoMi Food Pantry contents	436,320.00	436,320
			494,453

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Housing and Social Services		
Division:	Senior Programming		
Division #:	493	Objective No.:	004
Title:	Senior Programs		
#	Computation/Explanation		Amount
102	Salaries - Part Time	132,704.00	132,704
140	Employer Portion of Social Security	13,429.73	13,430
303	Printing and Binding	1,500.00	1,500
304	Office Expense	800.00	800
308	Uniforms	1,300.00	1,300
311	Contractual Services		
	Yoga Instructor(s)	3,000.00	
	Tai Chi Instructor(s)	1,200.00	
	Zumba Instructor(s)	1,800.00	
	Exercise/Wellness Classes	2,040.00	
	Ceramic/Plaster Program at MOCA	3,000.00	
	Laundry Services	1,500.00	
	GSSP	7,800.00	
		12,540.00	12,540
312	Senior Program Activities and Supplies		
	Weekly meals (Breakfast & Lunch)	270,000.00	
	Supplies (Utensils, cleaning supplies, cups & Plates etc.)	12,000.00	
		282,000.00	282,000
315	T-shirts for participants	1,500.00	
	Miscellaneous Expenses	1,500.00	
		3,000.00	3,000
315	Other Initiatives - 001	344,100.00	
		344,100.00	344,100
331	Software / Maintenance of Equipment	1,000.00	1,000

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Housing and Social Services		
Division:	Senior Programming		
Division #:	493	Objective No.:	004
Title:	Senior Programs		
#	Computation/Explanation		Amount
391	Special Events		
	Senior Field Trip (incl. transportation)	87,500.00	
	Holiday Events (Thanksgiving, Xmas, Mother's and Father's Day, etc.)	25,000.00	
	Annual Luncheon	20,000.00	
		132,500.00	132,500
391	Other Initiatives - 001	40,000.00	40,000
			964,874

Budget Summary Form

Department: Economic Development
 Dept / Div #: 24 / 445

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	-	501,634.00	501,634.00	797,936
Operating Expenses	-	565,348.00	565,348.00	570,362
Internal Services	-	9,737.00	9,737.00	18,411
Operating Budget	0	1,076,719	1,076,719	1,386,708
Capital Outlay	-	-	-	0
Debt Service	-	-	-	0
Grants & Aids	-	4,434.00	4,434.00	0
Reserves & Other	-	8,897.00	8,897.00	14,766
Total Budget	0	1,090,050	1,090,050	1,401,474

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Strategic Initiative & Economic Dev. Director	121	1
Chief of Strategic Initiatives	118	1
Grants Administrator	115	1
Economic Development Specialist	113	1
Public Engagement Officer	116	1
Part-Time		2
Total # of Full-Time Employees		5
Total # of Part-Time Employees		2
Total # of Employees		7

2025-26 Operating Budget: 1,386,708
 2024-25 Operating Budget: 1,076,719
 Dollar Change: 309,989
 Percentage Change: 28.79%

2025-26 Personnel - F.T.E. 5.00
 2024-25 Personnel - F.T.E. 3.00
 Personnel Change: 2.00

Budget Objectives Form

Department:	Economic Development
Division:	Economic Development
Dept. #:	24
Division #:	445

Objective:

\$	1,401,474	Dedicated to establishing a robust economy that stimulates balanced growth. It achieves this by connecting businesses, communities, people, and jobs, providing business assistance and resources, facilitating corridor development and redevelopment. The Department also focuses on creating a diverse economy for this dynamic and resilient community.
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ACTIVITIES:

\$	1,401,474	003	Economic Development Administration: The City of North Miami's Economic Development Department is dedicated to building a sustainable, inclusive and competitive economy by leveraging the city's diversity. Through strategic business attraction and retention, workforce and talent development and meaningful community engagement that empowers its businesses and residents to thrive.
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**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department: Economic Development			
Division: Economic Development			
Division #:	445	Objective No.:	001
Title: Economic Development Administration			
#	Computation/Explanation		Amount
101	Salaries	570,518.11	570,518
102	Salaries - Part Time	57,304.00	57,304
140	Employer's portion of Social Security Tax	48,349.69	48,350
142	Group health premiums - \$865.62/mo./employee	31,162.32	
	Group dental premiums - \$13.18/mo./employee	483.12	
	Life insurance premiums - .34/1000 x salaries	193.98	
	Life insurance premiums - .374/1000 x Director Salaries	97.22	
	AD & D insurance premiums - .04/1000 x salaries	22.82	
		31,960.46	31,960
144	Workers' Compensation coverage for General Fund Employees	12,033.01	12,033
147	FRS Pension - Regular	77,770.35	77,770
303	Economic Development Brochures (Business Passport)	4,000.00	4,000
305	Economic Development Certification Renewal	500.00	
	Travel	60,000.00	
		60,500.00	60,500
306	Florida Economic Development Council Membership	300.00	
	CoStar Membership \$478.40/mo.	5,740.80	
	Annual Renewal for NoMi Tech & Downtown NoMi Connect	700.00	
	Economic Development Licenses	750.00	
	International Economic Development Council Membership	421.00	
		7,911.80	7,912
311	NoMi Tech	140,000.00	
	Community Workshops	75,000.00	
	Business Expo	45,000.00	
	Teach to Fish	160,000.00	
		420,000.00	420,000

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Economic Development		
Division:	Economic Development		
Division #:	445	Objective No.:	001
Title:	Economic Development Administration		
#	Computation/Explanation		Amount
312	Miscellaneous Publications	250.00	
	Get in Gear Bike Ride (Shirts and Supplies)	5,000.00	
	Graphic Supplies	200.00	
	Miscellaneous Supplies	2,500.00	
		<u>7,950.00</u>	7,950
315	Car allowance - Director \$250/mo.	3,000.00	
	Cell phone allowance - Director \$50/mo.	600.00	
	Cell phone allowance - Grants Administrator \$50/mo	600.00	
		<u>4,200.00</u>	4,200
318	Advertising, Marketing, and Strategy cost		
	Marketing	30,000.00	
	Outreach	20,000.00	
	Business Retention and Attraction	10,000.00	
		<u>60,000.00</u>	60,000
319	Certified Economic Developer Training	2,200.00	
	IEDC Training Courses	1,200.00	
		<u>3,400.00</u>	3,400
342	Downtown Action Plan Advisory Committee	2,400.00	2,400
405	Contribution to the Risk Management Fund	18,410.87	18,411
910	Debt service on 2010 Pension Obligation Bonds	14,765.60	14,766
			<u>1,401,474</u>

Budget Summary

Department: Communications
Division: Communications - Administration
Dept / Division #: 25/446

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	0	753,762	767,006	934,764
Operating Expenses	0	593,055	592,075	741,015
Internal Services	0	25,640	25,640	31,336
Operating Budget	0	1,372,457	1,384,721	1,707,115
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	0	23,453	23,453	25,071
Total Budget	0	1,395,910	1,408,174	1,732,186

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Communications Director	122	1
Assistnat Communication Director	117	1
Digital Media Supervisor	115	1
Communications Manager	117	1
Communications Officer II	113	1
Communications Officer	111	1
Digital Media Specialist	111	1
Total # of Full-Time Employees		7

2025-26 Operating Budget: 1,707,115
2024-25 Operating Budget: 1,372,457
Dollar Change: 334,658
Percentage Change: 24.38%

2025-26 Personnel - F.T.E. 7.00
2024-25 Personnel - F.T.E. 7.00
Personnel Change: 0.00

Budget Objectives Form

Department:	Communications Department
Department:	Public Relations
Dept. #:	25
Division #:	406

Objective:

\$ 1,732,186 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:

\$ 1,732,186	001	Communications - Administration: to allow for the dissemination of information to the public and media organizations via press releases, fact sheets or other information tools, coordinate special events, promotions and outreach efforts to various facets of the community.
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**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Communications	
Division:		Public Relations	
Division #:		446	Objective No.: 001
Title: Communications - Administration			
#	Computation/Explanation		Amount
101	Salaries	627,990.16	627,990
102	Part time - GRAPHICS DESIGNER \$25/hr 29 hour per week	75,400.00	75,400
140	Employer's portion of Social Security Tax	48,316.64	48,317
141	Employer contribution to 691 Pension Plan	16,705.00	16,705
142	Group health premiums - \$838.29/mo./ employee	67,350.36	
	Group dental premiums - \$13.42/mo./employee	1,127.28	
	Employee + Dependent coverage - \$250/mo./ employee	3,000.00	
	Life insurance premiums - .34/1000 x salaries	213.52	
	AD & D insurance premiums - .04/1000 x salaries	25.12	
		71,716.28	71,716
144	Workers' Compensation coverage for General Fund Employees	20,431.38	20,431
147	FRS Pension - Regular	74,204.56	74,205
303	Business cards	420.00	420
304	Office Supplies	1,000.00	1,000
305	3CMA Annual Conference	1,600.00	
	2 PRSA Annual Conference	2,000.00	
	3 Miscellaneous meetings/luncheons, parking, tolls	3,600.00	
		7,200.00	7,200
306	3CMA Membership (PIM)	800.00	
	PRSA (5 to 9 Members)	1,335.00	
	Subscription (12 months)	25,000.00	
	FL Municipal Communicators Association	125.00	
		27,260.00	27,260

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Communications	
Division:		Public Relations	
Division #:		446	Objective No.: 001
Title: Communications - Administration			
#	Computation/Explanation		Amount
311	Mailing service (ink jetting of address, barcoding, sort/bundle)	1,000.00	418,500
	Communications Contract	80,000.00	
	Production expenses	115,000.00	
	Community Outreach	157,500.00	
	Contract Media Relations and Photographer/Videographer	35,000.00	
	FIU NOMI Insider studio rental	30,000.00	
		418,500.00	
312	Presentation supplies, film purchase/developing, videotapes	1,000.00	20,135
	Multi-Media Equipment	19,135.00	
		20,135.00	
315	Car allowance - Director \$300/mo.	3,600.00	9,000
	Car allowance - \$100/mo. /employees	3,600.00	
	Car allowance - Public Engagement Specialist @ \$100/mo.	1,200.00	
	Cell allowance - Digital Media Supervisor	600.00	
		9,000.00	
318	Print Advertising of Council Agenda and First Read Ordinances	25,000.00	100,000
	Citywide Outreach	50,000.00	
	Misc. Advertising, Radio & Media	25,000.00	
		100,000.00	
391	Centennial	50,000.00	50,000
395	Community outreach and promotional efforts for City programs	107,500.00	107,500
405	Contribution to the Risk Management Fund	31,260.63	31,261
407	Postage and overnight mailings/Permit Fee (Permit #747)	75.00	75
910	Debt service on 2010 Pension Obligation Bonds	25,071.16	25,071
			1,732,186

Dept. Summary Form

Department: H&SS - C.D.B.G. Entitlement Fund
Dept #: 115-22

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Adopted FY26
Personnel Services	151,787	84,913	70,267	102,998
Operating Expenses	91,647	268,298	122,927	117,364
Internal Services	4,461	5,791	3,916	7,170
Operating Budget	247,895	359,002	197,110	227,532
Capital Outlay	109,762	52,271	25,000	25,000
Debt Service	0	0	0	0
Grants & Aids	488,710	1,269,299	1,344,299	512,821
Reserves & Other	0	0	0	0
Total Budget	846,367	1,680,572	1,566,409	765,353

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
NONE		0

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

2025-26 Operating Budget:	227,532
2024-25 Operating Budget:	359,002
Dollar Change:	(131,470)
Percentage Change:	-36.62%

2025-26 Personnel - F.T.E.	-
2024-25 Personnel - F.T.E.	-
Personnel Change:	-

Budget Summary Form

Department: Housing & Social Services
Division: C.D.B.G. Programs
Dept / Div. #: 22 / 625

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	151,787	84,913	84,913	102,998
Operating Expenses	91,647	268,298	268,298	117,364
Internal Services	4,461	5,791	58,062	7,170
Operating Budget	247,895	359,002	411,273	227,532
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	488,710	1,194,299	1,269,299	512,821
Reserves & Other	0	0	0	0
Total Budget	736,605	1,553,301	1,680,572	740,353

PERSONNEL SERVICES DETAIL:

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

2025-26 Operating Budget: 227,532
2024-25 Operating Budget: 359,002
Dollar Change: (131,470)
Percentage Change: -36.62%

2025-26 Personnel - F.T.E. -
2024-25 Personnel - F.T.E. -
Personnel Change: -

Budget Objectives Form

Department:	Housing & Social Services
Division:	C.D.B.G. Programs
Dept #:	22
Division #:	625

Objective:

\$ 740,353 To address priorities and needs of low-to moderate-income residents living in the City of North Miami through eligible activities; coordinate, implement, monitor those activities while ensuring all related U.S. Department of Urban Development (HUD) regulations and conditions are met, including preparing/amending City's Consolidated Plan, Annual Action Plan, Citizen Participation Plan, Fair Housing, and applying for federal grants.

ACTIVITIES:

\$ 153,000	001	Program Administration: this funding assists in covering the partial cost of services of the Housing Administrator and Housing Coordinator(s), who provide the required technical assistance to implement the program. Funding is also included to obtain housing inspection services, consulting services for Fair Housing activities, drafting of Consolidated Plan, annual reports, CBOs monitoring and other administrative costs related to the delivery of the program. Partial salary of the Housing Service Aide is also included in this activity.
\$ 382,553	002	Housing Rehabilitation: this allocation covers the cost for the housing rehabilitation programs offered to North Miami residents thru grants and/or deferred loans. Funding also includes the partial cost of services of the Housing Inspector, delivery and/or rehabilitation costs as well as administrative costs related to rehabilitation program. The Housing Inspector assists with the day-to-day supervision of rehabilitation projects.
\$ 114,800	003	Public Services: this allocation is a mandatory set-aside for Public Services activity which includes grants to Community-Based Organizations and a Summer youth internship program run by the City.
\$ 90,000	004	Recovery/Emergency Elderly: this includes funding for the most-at-risk residents, the elderly, to provide emergency repairs assistance and allow them to live comfortably in their homes.

**CITY OF NORTH MIAMI
FISCAL YEAR 2024-25
EXPENSE DETAIL WORKSHEET**

Department:	Housing & Social Services		
Division:	C.D.B.G. Programs		
Division #:	625	Objective No.:	001
Title:	Program Administration		
#	Computation/Explanation		Amount
101	Salaries	75,556.33	75,556
140	Social Security:	5,780.06	5,780
303	Printing & Binding Business Cards, Envelopes & other Housing printings	450.00	450
304	Office Expense	1,000.00	1,000
305	Conferences and meetings related to CDBG Housing Program	4,000.00	4,000
306	Memberships, Dues & Subscriptions NCDA & NAHRO	1,250.00	1,250
308	Uniforms	414.00	414
311	Action Plan & CAPER 2024	15,000.00	
	Fair Housing Activities	7,500.00	
	CBO Monitoring & Training	1,000.00	
	Environmental Reviews for Pub. Facilities and CHDO projects	7,000.00	
	Homeownership Maintenance and Counseling Services	1,500.00	
	Benavate Software Maintenance	18,000.00	
		50,000.00	50,000
315	Miscellaneous Fair Housing Luncheon & Other	2,000.00	2,000
318	Advertising Action Plan/Con Plan, Citizen Participation, Grantee Performance Reports, CBOs, CHDO & other Amendments	2,000.00	2,000
319	Training Expenses	3,500.00	3,500

**CITY OF NORTH MIAMI
FISCAL YEAR 2024-25
EXPENSE DETAIL WORKSHEET**

Department:	Housing & Social Services		
Division:	C.D.B.G. Programs		
Division #:	625	Objective No.:	001
Title:	Program Administration		
#	Computation/Explanation		Amount
407	Postage 550.00		550
408	Copier Expenses 6,500.00		6,500
			153,000

**CITY OF NORTH MIAMI
FISCAL YEAR 2024-25
EXPENSE DETAIL WORKSHEET**

Department:	Housing & Social Services		
Division:	C.D.B.G. Programs		
Division #:	625	Objective No.:	002
Title:	Housing Rehabilitation		
#	Computation/Explanation		Amount
101	Salaries	20,123.19	20,123
140	Social Security:	1,539.42	1,539
311	Housing projects - Lead Inspection services	4,000.00	
	Housing Inspection Services	17,250.00	
		21,250.00	21,250
315	Miscellaneous		
	Documentary Stamps and recording fees for Mortgage docs.	2,500.00	
	Rehab Signs & Staff Notary Renewal	2,500.00	
		5,000.00	5,000
319	Training	1,700.00	1,700
407	Postage	120.00	120
823	Housing Rehabilitation Grants		
	Single Family Rehabilitation	332,821.00	332,821
			382,553

**CITY OF NORTH MIAMI
FISCAL YEAR 2024-25
EXPENSE DETAIL WORKSHEET**

Department:	Housing & Social Services		
Division:	C.D.B.G. Programs		
Division #:	625	Objective No.:	003
Title:	Public Services		

#	Computation/Explanation	Amount	
102	Salaries - Part-time	24,800.00	24,800
820	Miscellaneous Grants		
	Community-Based Organization Grants	90,000.00	
		90,000.00	90,000
			114,800

**CITY OF NORTH MIAMI
FISCAL YEAR 2024-25
EXPENSE DETAIL WORKSHEET**

Department:	Housing & Social Services		
Division:	C.D.B.G. Programs		
Division #:	625	Objective No.:	004
Title:	CDBG Recovery		

#	Computation/Explanation	Amount
823	Housing Rehabilitation Grants 90,000.00 Elderly Emergency Rehabilitation 90,000	90,000 90,000

Budget Summary Form

Department: Housing & Social Services
Division: C.D.B.G. Projects
Dept / Div. #: 22 / 626

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Adopted Budget FY26
Personnel 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	109,762	52,271	25,000	25,000
Debt Service	0	0	0	0
Grants & Aids	0	75,000	75,000	0
Reserves & Other	0	0	0	0
Total Budget	109,762	127,271	100,000	25,000

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
NONE		0

Total # of Full-Time Employees 0

2025-26 Operating Budget: -
2024-25 Operating Budget: -
Dollar Change: -
Percentage Change: 100%

2025-26 Personnel - F.T.E. 0.00
2024-25 Personnel - F.T.E. 0.00
Personnel Change: 0.00

Budget Objectives Form

Department: Housing & Social Services

Division: C.D.B.G. Projects

Dept #: 22

Division #: 626

Objective:

\$ 25,000 To assist business owners and/or small businesses in improving the appearance of businesses located in low- to moderate-income areas; upgrading qualified equipment to more energy efficient ones; providing basic information technology assistance and workforce training to low- to moderate-income population enabling them to remain competitive in the market. Assistance is directed also to City's public facilities improvement.

ACTIVITIES:

\$ 25,000 001 **Structure & Improvements of Public Facilities:** funding in this section is set-aside to assist in improving City's public facilities such as community centers, parks as well as some minor street and sidewalk repairs.

**CITY OF NORTH MIAMI
FISCAL YEAR 2023-24
EXPENSE DETAIL WORKSHEET**

Department:	Housing & Social Services		
Division:	C.D.B.G. Projects		
Division #:	626	Objective No.:	001
Title:	Structure & Improvements of Public Facilities		

#	Computation/Explanation	Amount
608	Structure & Improvements Public Facilities (Capital Projects) 25,000.00	25,000
		25,000

Budget Summary Form

Department: HOME Investment Partnership Program
Fund / Dept. #: 116-22

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	77,965	17,772	17,772	16,247
Operating Expenses	10,864	11,019	11,019	11,966
Internal Services	195	174	174	174
Operating Budget	89,024	28,965	28,965	28,387
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	804,153	1,326,737	1,326,737	255,475
Reserves & Other	0	0	0	0
Total Budget	893,177	1,355,702	1,355,702	283,862

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
NONE		-
Total # of Full-Time Employees		-
Total # of Part-Time Employees		-
Total # of Employees		-

2025-26 Operating Budget:	28,387
2024-25 Operating Budget:	28,965
Dollar Change:	(578.00)
Percentage Change:	-2.00%

2025-26 Personnel - F.T.E.	0.00
2024-25 Personnel - F.T.E.	0.00
Personnel Change:	0.00

Budget Objectives Form

Department:	Housing & Social Services
Division:	HOME Investment Partnership Program
Dept #:	22
Division #:	540

Objective:

\$ 283,862 To maintain and expand the supply of decent, safe, sanitary and affordable housing for low-to 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 non-profit housing group, Community Housing Development Organization (CHDO) for project-specific housing activities.

ACTIVITIES:

\$ 28,387	001	Program Administration: this funding includes the partial cost of services of the Housing Inspector as well related administrative costs to deliver the program activities.
\$ 42,579	002	Community Housing Development Organization (CHDO): this includes funding to local non-profit housing entity to develop affordable housing for the community.
\$ 80,000	004	Housing Rehabilitation Program: this allocation includes funding to assist existing homeowners with the repair, rehabilitation, or reconstruction of owner-occupied units.
\$ 132,896	007	Tenant-Base Rental Assistance (TBRA): this funding provides a one-time assistance to individual households to help cover urgent rental housing activities such as security deposit or first month rent.

**CITY OF NORTH MIAMI
FISCAL YEAR 2024-25
EXPENSE DETAIL WORKSHEET**

Department:		Housing & Social Services	
Division:		HOME Investment Partnership Program	
Division #:		540	Objective No.: 001
Title: Program Administration			
#	Computation/Explanation		Amount
101	Salaries	15,092.39	15,092
140	Employer's portion of Social Security	1,154.77	1,155
308	Uniforms	86.00	86
311	Contractual Svcs. - Eng. & Other		
	Housing Inspection Services	8,800.00	
	Lead Inspection Services	1,200.00	
		10,000.00	10,000
315	Miscellaneous		
	Documentary Stamps and recording fees for Mortgage docs.	1,010.00	
	Rehab Signs & Assets Verification	870.00	
		1,880.00	1,880
407	Postage	174.00	174
			28,387.00

**CITY OF NORTH MIAMI
FISCAL YEAR 2024-25
EXPENSE DETAIL WORKSHEET**

Department:		Housing & Social Services	
Division:		HOME Investment Partnership Program	
Division #:		540	Objective No.: 002
Title: Community Housing Development Organization (CHDO)			
#	Computation/Explanation		Amount
844	Community Housing Development Organization (CHDO)		
	Project-Specific Activities (Construction Financing) 42,579.23		42,579
			42,579

**CITY OF NORTH MIAMI
FISCAL YEAR 2024-25
EXPENSE DETAIL WORKSHEET**

Department:	Housing & Social Services		
Division:	HOME Investment Partnership Program		
Division #:	540	Objective No.:	004
Title:	Housing Rehabilitation Program		
#	Computation/Explanation	Amount	
823	Single-Family Rehabilitation 80,000.00	80,000	
		80,000	

**CITY OF NORTH MIAMI
FISCAL YEAR 2024-25
EXPENSE DETAIL WORKSHEET**

Department:	Housing & Social Services		
Division:	HOME Investment Partnership Program		
Division #:	540	Objective No.:	007
Title:	Tenant Base Rent Assistance (TBRA)		
#	Computation/Explanation	Amount	
845	Tenant Base Rental Assistance	132,896.17	132,896

Budget Summary Form

Department: H&SS - Neighborhood Stabilization Program Grant
Dept #: 118-22

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	0	0	0	0
Operating Expenses	87,310	61,366	61,366	61,366
Internal Services	0	0	0	0
Operating Budget	87,310	61,366	61,366	61,366
Capital Outlay	158,282	167,200	167,200	100,000
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	0	0	0	0
Total Budget	245,592	228,566	228,566	161,366

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
NONE		0

Total # of Full-Time Employees 0

2025-26 Operating Budget: 61,366
2024-25 Operating Budget: 61,366
Dollar Change: -
Percentage Change: 0.00%

2025-26 Personnel - F.T.E. 0.00
2024-25 Personnel - F.T.E. 0.00
Personnel Change: 0.00

Budget Summary Form

Department: H&SS - Neighborhood Stabilization Program Grant
Dept / Div. #: 22 / 547

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	0	0	0	0
Operating Expenses	31,160	26,617	26,617	28,617
Internal Services	0	0	0	0
Operating Budget	31,160	26,617	26,617	28,617
Capital Outlay	35,950	129,200	129,200	60,000
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	0	0	0	0
Total Budget	67,110	155,817	155,817	88,617

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
NONE		0

Total # of Full-Time Employees 0

2025-26 Operating Budget: 28,617
2024-25 Operating Budget: 26,617
Dollar Change: 2,000
Percentage Change: 0.00%

2025-26 Personnel - F.T.E. 0.00
2024-25 Personnel - F.T.E. 0.00
Personnel Change: 0.00

Budget Objectives Form

Department: Housing & Social Services
Division: Neighborhood Stabilization Program
Dept #: 22
Division #: 547

Objective:

\$ 88,617 To manage City-owned properties acquired under the Neighborhood Stabilization Program (NSP) through the NSP1 program while coordinating, implementing, monitoring and ensuring that all grant guidelines and criteria for the program are met.

ACTIVITIES:

\$ 88,617 002 **Renter Activities:** this allocation provides funding for the maintenance of rental properties owned and managed by the City under the NSP1 program rented to very low- and low-income individuals and families.

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Housing & Social Services		
Division:	Neighborhood Stabilization Program		
Division #:	<u># 547</u>	Objective No.:	<u>002</u>
Title:	<u>Renter Activities</u>		
#	Computation/Explanation	Amount	
311	Contractual Svcs. - Eng. & Other for NSP1 Properties		
	A/C Maintenance	2,232.00	
	Pest Control	2,640.00	
	Lawn Maintenance	8,400.00	
	Fire Extinguishers Maintenance	345.00	
		13,617.00	13,617
315	Miscellaneous	15,000.00	15,000
622	Rentals - Purchase & Rehab		
	Capital Needs Assessment	60,000.00	60,000
			88,617

Budget Summary Form

Department: H&SS - Neighborhood Stabilization Program Grant
Dept / Div. #: 22 / 548

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	0	0	0	0
Operating Expenses	56,150	34,749	34,749	41,749
Internal Services	0	0	0	0
Operating Budget	56,150	34,749	34,749	41,749
Capital Outlay	122,332	38,000	38,000	50,000
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	0	0	0	0
Total Budget	178,482	72,749	72,749	91,749

PERSONNEL SERVICES DETAIL:

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

2025-26 Operating Budget: 41,749
2024-25 Operating Budget: 34,749
Dollar Change: 7,000
Percentage Change: 16.77%

2025-26 Personnel - F.T.E. 0.00
2024-25 Personnel - F.T.E. 0.00
Personnel Change: 0.00

Budget Objectives Form

Department: Housing & Social Services
Division: Neighborhood Stabilization Program
Dept #: 22
Division #: 548

Objective:

\$ 91,749 To manage City-owned properties acquired under the Neighborhood Stabilization Program (NSP) through the NSP3 program, while coordinating, implementing, monitoring and ensuring that all grant guidelines and criteria for the program are met.

ACTIVITIES:

\$ 78,999 002 **Renter Activities:** provides funding for the maintenance of rental properties owned by the City under the NSP3 program to low- and moderate-income individuals and families.

\$ 12,750 003 **Rental Properties:** this allocation includes funding for utilities of a multi-family property under the NSP3 program.

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Housing & Social Services		
Division:	Neighborhood Stabilization Program 3		
Division #:	548	Objective No.:	002
Title:	NSP Program Activity Expenses		

#	Computation/Explanation	Amount	
311	Contractual Svcs. - Eng. & Other for NSP3 Properties		
	A/C Maintenance	2,728.00	
	Pest Control	3,876.00	
	Lawn Maintenance	6,960.00	
	Fire Extinguisher Maintenance	435.00	
	<u>13,999.00</u>		13,999
315	Miscellaneous	15,000.00	15,000
622	Rentals - Purchase & Rehab		
	Capital Needs Assessment	50,000.00	50,000
			78,999

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Housing & Social Services	
Division:		Neighborhood Stabilization Program 3	
Division #:		548	Objective No.: 003
Title: Rental Properties			
#	Computation/Explanation		Amount
317	Utilities	750.00	750
378	Water & Sewer Fees	12,000.00	12,000
			12,750

Budget Summary Form

Department: H&SS - State Housing Initiative Program
Dept / Div #: 125-22

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	15,122	13,383	13,383	13,539
Operating Expenses	24,911	41,324	41,324	13,100
Internal Services	18	599	599	91
Operating Budget	40,051	55,306	55,306	26,730
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Grants & Aids	163,576	792,875	792,875	240,570
Reserves & Other	0	0	0	0
Total Budget	203,627	848,181	848,181	267,300

PERSONNEL SERVICES DETAIL:

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

2025-26 Operating Budget: 26,730
2024-25 Operating Budget: 55,306
Dollar Change: (28,576)
Percentage Change:

2025-26 Personnel - F.T.E. 0.00
2024-25 Personnel - F.T.E. 0.00
Personnel Change: 0.00

Budget Objectives Form

Department:	H&SS - State Housing Initiative Program (SHIP)
Division:	Local Housing Assistance
Dept.#	22
Division #:	618

Objective:

\$ 267,300 To provide affordable housing assistance to very-low and moderate-income residents including special needs households of the City of North Miami.

ACTIVITIES:

\$ 26,730	001	Program Administration: to coordinate, monitor and implement the Local Housing Assistance Program, provide homebuyer/homeowner education and to ensure all related SHIP criteria and regulations are met.
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\$ 240,570	002	Homeownership, Single-Family Rehabilitation and Rental Assistance Strategies: this allocation includes funding for down payment and/or closing costs assistance to first-time homebuyers; emergency and quality of life assistance to very low- and moderate-income households including special needs residents through rehabilitation of owner-occupied dwelling units; and emergency rental assistance to residents at risk of becoming homeless.
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**CITY OF NORTH MIAMI
FISCAL YEAR 2024-25
EXPENSE DETAIL WORKSHEET**

Department:	H&SS - State Housing Initiative Program (SHIP)		
Division:	Local Housing Assistance		
Division #:	618	Objective No.:	002
Title:	Homeownership, Single-Family Rehabilitation and Rental Assistance Strategies		

#	Computation/Explanation		Amount
823	Housing Rehabilitation Grants	200,570.00	200,570
848	Rental Assistance Program	40,000.00	40,000
			240,570

**CITY OF NORTH MIAMI
FISCAL YEAR 2024-25
EXPENSE DETAIL WORKSHEET**

Department:	H&SS - State Housing Initiative Program (SHIP)		
Division:	Local Housing Assistance		
Division #:	618	Objective No.:	001
Title:	Program Administration		

#	Computation/Explanation		Amount
101	Salaries	12,576.99	12,577
140	Social Security	962.01	962
311	Contractual Services		
	Housing Inspection Services	8,000.00	
	Lead Inspection Services	2,500.00	
		10,500.00	10,500
315	Recording Fees for Purchase Money Mortgages, Promissory Notes, and Satisfactions of Mortgage	1,400.00	1,400
318	Advertising	1,200.00	1,200
407	Postage Expense	91.00	91
			26,730

Dept. Budget Summary Form

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

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	417,679	572,736	472,176	579,293
Operating Expenses	1,529,120	1,930,259	1,894,334	1,850,759
Internal Services	35,698	187,369	187,369	232,578
Operating Budget	1,982,497	2,690,364	2,553,879	2,662,630
Capital Outlay	1,271,387	5,771,704	5,771,704	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	0	18,246	18,246	18,748
Total Budget	3,253,884	8,480,314	8,343,829	2,681,378

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Transportation Manager	116	1
Transportation Specialist	106	1
Heavy Equipment Operator	107	3
Motor Equipment Operator	103	1

Total # of Full-Time Employees 6

2025-26 Operating Budget: 2,662,630
2024-25 Operating Budget: 2,690,364
Dollar Change: (27,734)
Percentage Change: -1.03%

2025-26 Personnel - F.T.E. 6.00
2024-25 Personnel - F.T.E. 6.00
Personnel Change: 0.00

Budget Summary Form

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

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	177,515	238,157	137,597	258,072
Operating Expenses	1,148,341	1,388,975	1,353,050	1,309,475
Internal Services	7,613	8,763	8,763	10,348
Operating Budget	1,333,469	1,635,895	1,499,410	1,577,895
Capital Outlay	35,875	0	0	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	0	7,824	7,824	8,138
Total Budget	1,369,344	1,643,719	1,507,234	1,586,033

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Transportation Manager	116	1
Transportation Planner	111	1
Total # of Full-Time Employees		2

2025-26 Operating Budget: 1,577,895
2024-25 Operating Budget: 1,635,895
Dollar Change: (58,000)
Percentage Change: -3.55%

2025-26 Personnel - F.T.E. 2.00
2024-25 Personnel - F.T.E. 2.00
Personnel Change: 0.00

Budget Objectives Form

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

Objective:

\$ 1,586,033 To provide comprehensive professional and technical guidance, direction, and management for the city's transportation system.

ACTIVITIES:

\$ 141,295	001	Transportation Management: 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.
\$ 1,397,463	002	Transit Services: operate transit service within the city to make it easier for residents to move about on public transportation.
\$ 47,275	003	Transportation Options Program: provide discount bus passes on Miami-Dade County buses to increase transit ridership.

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department: 1/2 Cent Transportation Surtax			
Division: Transportation Administration			
Division #: 550	Objective No.: 001		
Title: Transportation Management			
#	Computation/Explanation	Amount	
101	Salaries	81,277.35	81,277
140	Employer's portion of Social Security Tax	6,355.42	6,355
141	691 Pension contribution	11,971.57	11,972
142	Group Health Insurance Premium \$838.29/mos./emp	10,648.92	
	Group Dental Insurance Premiums \$13.42/mos./emp	158.16	
	Life Insurance Premiums		
	Life insurance premiums - .34/1000 x salaries	27.63	
	AD & D Insurance Premiums	0.00	
	AD & D insurance premiums - .04/1000 x salaries	3.25	
		10,837.96	10,838
144	Workers' Compensation	3,827.00	3,827
147	FRS Pension - Regular	11,323.44	11,323
304	Office equipment and supplies	700.00	700
305	Various professional conferences, luncheons and meetings	600.00	600
306	Various dues and memberships	400.00	400
312	Various supplies	400.00	400
315	Car Allowance - Transportation Manager - \$100/mo.	1,200.00	
	Cell Allowance - Transportation Manager - \$50/mo.	600.00	
		1,800.00	1,800
405	Contribution to the Risk Management Fund	6,438.71	6,439
407	Postage	200.00	200
910	Pension Obligation	5,163.88	5,164
			141,295

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department: 1/2 Cent Transportation Surtax			
Division: Transportation Administration			
Division #: 550		Objective No.: 002	
Title: Transit Services			
#	Computation/Explanation		Amount
101	Salaries	55,680.98	55,681
106	Outside wages	50,000.00	50,000
140	Employer's portion of Social Security Tax @ 7.65% of Salaries	4,282.54	
	Employer's portion of Social Security Tax @ 7.65% - Outside Wages	3,825.00	
140	Employer's portion of Social Security Tax	8,107.54	8,108
141	Employer's contribution to 691 Pension Plan	6,700.00	6,700
142	Group Health Insurance Premium \$822.04/mos./emp	9,864.48	
	Group Dental Insurance Premiums \$13.18/mos./emp	158.16	
	Life insurance premiums - .34/1000 x salaries	18.93	
	AD & D insurance premiums - .04/1000 x salaries	2.23	
		10,060.80	10,061
144	Workers' Compensation	1,930.00	1,930
303	Route maps	4,000.00	4,000
311	Transit circulator	850,000.00	
	Freebies	375,000.00	
	Bus Shelter Maintenance	0.00	
		1,225,000.00	1,225,000
312	Signage	1,000.00	
	Misc. Shelter Supplies	25,000.00	
		26,000.00	26,000
315	Cell allowance - Transportation Planner - \$25/mo.	300.00	300
395	Marketing and promotion	3,000.00	3,000
405	Contribution to the Risk Management Fund	3,708.73	3,709
910	Pension Obligation	2,974.42	2,974
			1,397,463

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	1/2 Cent Transportation Surtax		
Division:	Transportation Administration		
Division #:	550	Objective No.:	003
Title:	Transportation Options Program		
#	Computation/Explanation	Amount	
312	Employee Bus Pass Program - 20 passes per month, 1 Tri-rail Monthly Bus Pass Program	14,000.00 33,275.00 47,275.00	47,275

Budget Summary Form

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

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	240,164	334,579	248,051	321,221
Operating Expenses	380,779	541,284	522,417	541,284
Internal Services	28,085	178,606	178,606	222,230
Operating Budget	649,028	1,054,469	949,074	1,084,735
Capital Outlay	1,235,512	5,771,704	3,200,000	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	0	10,422	10,422	10,610
Total Budget	1,884,540	6,836,595	4,159,496	1,095,345

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Heavy Equipment Operator	107	3
Motor Equipment Operator	103	1
Total # of Full-Time Employees		4

2025-26 Operating Budget: 1,084,735
2024-25 Operating Budget: 1,054,469
Dollar Change: 30,266
Percentage Change: 2.87%

2025-26 Personnel - F.T.E. 4.00
2024-25 Personnel - F.T.E. 4.00
Personnel Change: 0.00

Budget Objectives Form

Department:	1/2 Cent Transportation Surtax
Division:	Transportation Administration
Dept #:	09
Division #:	551

Objective:

\$ 1,095,345 To provide comprehensive professional and technical guidance, direction, and management for the city's transportation system.

ACTIVITIES:

\$ 1,095,345	001	Patch Repair: general patching street repair and rights-of-way maintenance throughout the city
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\$ -	CIP	Pedestrian and Bicycle Bridge Construction
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\$ -	CIP	Sidewalks and Right-of-Way Improvements
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\$ -	CIP	Traffic Calming Device
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**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Public Works		
Division:	Street Maintenance & Construction		
Division #:	551	Objective No.:	001
Title:	General Patching, Street Repair, and Rights-of-Way Maintenance		
#	Computation/Explanation		
101	Salaries	218,490.61	218,491
104	Salaries - Part-Time	3,000.00	3,000
140	Employer's portion of Social Security Tax	16,944.03	16,944
141	Employer contribution to 691 Pension Plan	19,673.04	19,673
142	Group health premiums - \$838.29/mos./employees	40,237.92	
	Group dental premiums - \$13.42/mos./employees	644.16	
	Life insurance premiums - .34/1000 x salaries	74.29	
	AD & D insurance premiums - .04/1000 x salaries	9.74	
		40,966.11	40,966
144	Workers Compensation	7,669.00	7,669
147	FRS Pension - Regular	14,478.00	14,478
308	Uniform rental/cleaning - 4 employees	2,080.00	
	Safety Shoe Allowance - 4 Employees	400.00	
		2,480.00	2,480
311	Tree raising/trimming along roadways	100,000.00	100,000
312	Brooms, gloves, raincoats, safety glasses & vests, misc. supplies	20,000.00	
	Safety Equipment and other small equip.	1,240.00	
		21,240.00	21,240
316	Miscellaneous tools as needed to complete tasks	834.00	834
317	Utilities - FP&L Street Lights	280,000.00	280,000

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Public Works		
Division:	Street Maintenance & Construction		
Division #:	551	Objective No.:	001
Title:	General Patching, Street Repair, and Rights-of-Way Maintenance		
#	Computation/Explanation		
333	Asphalt 2.5 tons/day x 150 days	30,000.00	
	LP gas for asphalt truck	1,000.00	
	Sand 150 tons \$18.00/ton	2,700.00	
	Limerock 180 tons @ \$16.00/ton	2,280.00	
	Asphalt emulsion 250 gallons @ \$3.00/gallon	750.00	
		36,730.00	36,730
334	Maintenance of Right-of-Ways	100,000.00	100,000
405	Contribution to the Risk Management Fund	13,229.76	13,230
441	Vehicle Maintenance	209,000.00	209,000
910	Pension Obligation	10,610.32	10,610
			1,095,345

Budget Summary Form

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

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel 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	478,006	270,381	267,294	267,394
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	0	0	0	0
Total Budget	478,006	270,381	267,294	267,394

PERSONNEL SERVICES DETAIL:

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

2025-26 Operating Budget: -
2024-25 Operating Budget: -
Dollar Change: -
Percentage Change: -

2025-26 Personnel - F.T.E. 0.00
2024-25 Personnel - F.T.E. 0.00
Personnel Change: 0.00

FY 2025-26 CIP REQUEST

Project Description:	Resurfacing	Project #	
Department:	Public Works	Totals	\$267,294
Division:	Gas Tax	Request Type	New Request
Account Number:	370-09-620000-541-618-000	Priority Level	Improvement
Project Location:	Citywide		

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 the damage..

Justification:

The Streets Division has in the past resurfaced the vast majority of the paved streets. 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-way.

Project Estimates:

Object Code	Description	Prior Years	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
618	Roadway Improvements	270,000	267,294	270,381	270,381	270,381	270,381	1,618,818
								-
								-
								-
								-
								-
								-
								-
Total		270,000	267,294	270,381	270,381	270,381	270,381	1,618,818

Funding Source	Fund #	% Funding	Prior Years	FY 24/25	FY 25/26	FY 26/27	FY 27/28	FY 28/29	Total Estimate
Gas Tax	370	100%	270,000	267,294	267,394	270,381	270,381	270,381	1,615,831
		0%							-
		0%							-
		0%							-
Total		100%	270,000	267,294	267,394	270,381	270,381	270,381	1,615,831

Budget Office Use Only

☒	Funded
☐	Not Funded
☐	Partially Funded
☐	Pending

FY24-25 Operating Cost: \$ -
FY24-25 Capital Cost: \$ 267,294
Future Years' Estimated Cost: \$ 1,078,537

Budget Summary Form

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

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	5,453,008	6,678,680	5,308,400	6,112,035
Operating Expenses	6,444,668	6,924,041	6,193,138	6,750,468
Internal Services	28,004,841	27,635,230	12,394,808	14,401,563
Operating Budget	39,902,517	41,237,951	23,896,346	27,264,066
Capital Outlay	3,505,599	9,286,657	8,578,637	604,000
Debt Service	0	0	176,000	371,959
Grants & Aids	2,957,627	13,242,612	0	0
Reserves & Other	182,027	7,895,963	181,249	7,927,062
Total Budget	46,547,770	71,663,183	32,832,232	36,167,087

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Assistant Public Works Director	122	2
City Engineer	120	2
Operations Chief	118	2
Utility Superintendent	117	1
Water Plant Superintendent	117	1
Civil Engineer	113	2
Water Plant Supervisor	112	1
GIS Specialist	115	1
Senior Electrician	112	1
Electricians	111	2
Utility Coordinator	109	4
Water Plant Coordinator	109	1
Scada Technician	107	1
Water Plant Operator	103	9
Administrative Specialist	106	3
Heavy Equipment Operator	107	7
Trades Mechanic	108	9
Storekeeper	106	1
Leak Detection Technician	105	3
Maintenance Mechanic	103	4
Motor Equipment Operator	103	2
General Maintenance Worker	102	7
Part-Time Employees		4
Total # of Full-Time Employees		66
Total # of Part-Time Employees		4
Total # of Employees		70

Budget Summary Form

2025-26 Operating Budget:	27,264,066
2024-25 Operating Budget:	41,237,951
Dollar Change:	<u>(13,973,885)</u>
Percentage Change:	-33.89%
2025-26 Personnel - F.T.E.	66.00
2024-25 Personnel - F.T.E.	66.00
Personnel Change:	<u>0.00</u>

Budget Summary Form

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

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	1,074,140	1,795,007	1,555,783	1,949,131
Operating Expenses	3,868,249	4,151,108	3,912,405	4,357,946
Internal Services	5,436,768	5,489,912	5,488,822	6,454,835
Operating Budget	10,379,157	11,436,027	10,957,010	12,761,912
Capital Outlay	77,260	476,859	483,139	4,000
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	60,520	7,781,828	63,027	7,779,974
Total Budget	10,516,937	19,694,714	11,503,176	20,545,886

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Assistant Public Works Director	122	2
City Engineer	120	2
Operations Chief	118	1
Civil Engineer	113	2
GIS Specialist	115	1
Utility Coordinator	109	2
Administrative Specialist	106	3
Total # of Full-Time Employees		13

2025-26 Operating Budget: 12,761,912
2024-25 Operating Budget: 11,436,027
Dollar Change: 1,325,885
Percentage Change: 11.59%

2025-26 Personnel - F.T.E. 13.00
2024-25 Personnel - F.T.E. 12.00
Personnel Change: 1.00

Budget Objectives Form

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

Objective:

\$ 20,625,886 To provide operational, administrative, engineering, GIS and clerical support to the Water & Sewer Division of the Public Works Department.

ACTIVITIES:

\$ 2,573,210 001 **Water & Sewer Administration:** provide administrative, engineering, GIS, dispatch, clerical, and other operational services for the Water & Sewer Division. Ensure the needs of utility customers are met in an efficient manner.

\$ 15,000 002 **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.

\$ 7,759,926 003 **Reserves and Miscellaneous Expense:** provides emergency fund reserves, the CIF reserves, as well as a reserve for the payment of unused vacation and sick leave payouts for Water & Sewer employees.

\$ 98,613 004 **Water & Sewer Building Expenses:** provides for the operation and maintenance of the Water & Sewer Operations Center, including utilities, maintenance contracts, cleaning supplies, and the cost of operating the copier. Provides certain expenses for the maintenance of the DND and the Building Department.

\$ 10,099,137 005 **Interfund Transfers:** provides reimbursement to the General Fund for services that the fund provides to the Water & Sewer Fund, as well as a return on investment payment representing a rate of 6.5% of the FY24 fixed assets of the utilit.

\$ 80,000 CIP **UOC Roof Replacement**

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Public Works-Water & Sewer	
Division:		Administration	
Division #:		643	Objective No.: 001
Title: Administration			
#	Computation/Explanation		Amount
101	Salaries	1,382,082.78	1,382,083
140	Employer's portion of Social Security Tax	110,431.68	110,432
141	Employer's contribution to 691 Pension Plan	50,924.04	50,924
142	Group health premiums - \$887.41/mos./employees	149,084.88	
	Group dental premiums - \$13.18/mos./employees	2,214.24	
	Dependents coverage - \$959.70/mos./employees	46,065.60	
	Life insurance premiums - .34/1000 x salaries x 12 mos.	469.91	
	AD & D insurance premiums - .04/1000 x salaries x 12 mos.	55.28	
	Add'l life insurance premiums - .374/1000 x salaries x 2 Asst. Dir Salary	142.48	
		198,032.39	198,032
144	Workers' Compensation coverage for W&S Employees	49,852.21	49,852
147	FRS Pension - Regular	154,308.03	154,308
302	Ipads Cellular Service	5,000.00	5,000
303	Business cards & generic City forms	150.00	
	Printed forms	1,000.00	
		1,150.00	1,150
304	Miscellaneous office supplies	2,000.00	2,000
305	Registration, Lodgings, Meals, and Transportation	15,500.00	
	Local meetings & civic functions	1,750.00	
	Sunpass	500.00	
		17,750.00	17,750
306	American Water Works Association	1,000.00	
	American Public Works Association	800.00	
	Water Environment Federation	240.00	
	ASCFM	240.00	
	ASFPM	175.00	
	FCCMA	150.00	
	PMP	174.00	
	FRPA	100.00	
	Florida Section AWWA	1,000.00	
		3,879.00	3,879
308	Uniforms and Safety Shoes	3,500.00	3,500

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Public Works-Water & Sewer	
Division:		Administration	
Division #:		643	Objective No.: 001
Title: Administration			
#	Computation/Explanation		Amount
311	Sunshine State Location	5,000.00	273,000
	Contractual Landscaping	68,000.00	
	Misc. Services: Consultant, Surveys, Pipes Assessment, etc.	200,000.00	
		273,000.00	
312	Drafting supplies	400.00	3,850
	Miscellaneous supplies, books & manuals	700.00	
	Printer supplies-including paper, ink, etc.	2,300.00	
	First aid supplies	450.00	
		3,850.00	
313	Annual backflow program software update-May	1,000.00	91,952
	CityWorks Renewal	50,200.00	
	Auto CAD VIP Subscription renewal-July	1,500.00	
	W&S - Tyler Technologies EP Shared Cost	35,652.00	
	Bluebeam Revu renewal	3,600.00	
		91,952.00	
315	Miscellaneous licenses renewals as needed incl Professional Engineer License and the annual Business and Personal Certificate	1,450.00	5,050
	Cell Allowance - Civil Engineer - \$25/mo. X 2	600.00	
	Cell Allowance - Asst. Director - \$100/mo.	1,200.00	
	Cell Allowance - City Engineers & Ops Chief - \$50/mo./employee	1,800.00	
		5,050.00	
405	Contribution to the Risk Management Fund	76,275.38	76,275
407	Postage expense	6,000.00	6,000
441	Vehicle Maintenance	73,000.00	73,000.00
602	Computer Equipment for UOA	4,000.00	4,000.00
910	Debt service 2010 Pension Obligation Bonds	61,173.19	61,173
			2,573,210

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Public Works-Water & Sewer		
Division:	Administration		
Division #:	643	Objective No.:	002
Title:	Public Relations		
#	Computation/Explanation	Amount	
395	Public Relations services, promotional expenses and/or advertising related to Water & Sewer programs/activities/projects 15,000.00	15,000	

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Public Works-Water & Sewer		
Division:	Administration		
Division #:	643	Objective No.:	003
Title:	Indirect Expenses & Reserves		
#	Computation/Explanation		Amount
142	Emergency room reimbursement	500.00	500
145	Anticipated expenditure for Unemployment Compensation reimbursements for former Water & Sewer employees	3,000.00	3,000
319	Funds for training classes, seminars and/or tuition reimbursement for Water & Sewer employees	25,000.00	35,000
	Public Works Accreditation	10,000.00	
		35,000.00	
394	Pre-employment exam including drug & TP testing for Water & Sewer CDL employees:		2,625
	Medical evaluation and fitness for duty exam 1	500.00	
	Reasonable suspicion drug & alcohol test 1	125.00	
	Hepatitis B Shots	2,000.00	
		2,625.00	
990	Reserve for Capital Projects CIF (Capital Improvement Fee)	7,718,801.00	7,718,801
			7,759,926

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Public Works-Water & Sewer	
Division:		Administration	
Division #:		643	Objective No.: 004
Title: Water & Sewer Building Expenses			
#	Computation/Explanation		Amount
311	Termite service for DND	200.00	21,724
	Termite service for Utility Operations Center	240.00	
	Extermination for Operation Center	480.00	
	Air conditioning maintenance contract for Operations Center	6,660.00	
	Air conditioning maintenance contract for DSD- Land Use Services	2,796.00	
	Air conditioning maintenance contract for Building Department	948.00	
	Janitorial Services	6,500.00	
	Fire extinguisher inspection & certifications	900.00	
	MAT Services	1,500.00	
	Generator Maintenance	1,500.00	
	21,724.00		
312	Supplies required to maintain the Water & Sewer Operations Center	1,100.00	1,100
315	Life Safety Permit	2,000.00	2,000
317	Utilities:		20,504
	Electrical costs - 2 buildings	19,000.00	
	Outdoors lights - 2 accounts	1,504.00	
		20,504.00	
321	Property insurance on Utility Operations Center (incl. contents)	40,782.45	43,195
	Flood Insurance for DSD- Land Use Services & B&Z facilities	2,412.70	
		43,195.15	
329	Repair, replacement and general maintenance of 3 City buildings, including hardware, electrical, air conditioning repair parts, plumbing, paint supplies, etc.	7,000.00	7,000
408	E350 Toshiba Copier Lease - months 25-36 of 36 mos.		3,090
	New lease	2,640.00	
	Dry ink cartridges	200.00	
	Copier paper	250.00	
		3,090.00	
			98,613

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Public Works-Water & Sewer		
Division:	Administration		
Division #:	643	Objective No.:	005
Title:	Interfund Transfers		
#	Computation/Explanation	Amount	
309	City Attorney	266,614.00	266,614
310	Annual Financial Audit	64,120.00	64,120
384	1,402 sq. ft. of space used by Water & Sewer @ \$12/sq. ft.	17,329.00	17,329
386	Information Technology	388,364.00	388,364
387	Utility Billing & Central Cashier	2,009,990.00	2,009,990
393	Public Works-Streets Div. - Street & ROW Maint.	1,056,250.00	1,056,250
410	Services provided by General Fund Administrative Departments	2,567,141.00	2,567,141
414	Return on investment in Utility	3,729,329.00	3,729,329
			10,099,137

Budget Summary Form

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

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	885,995	968,909	968,334	1,009,254
Operating Expenses	412,897	426,525	424,796	445,942
Internal Services	168,330	32,399	256,199	267,354
Operating Budget	1,467,222	1,427,833	1,649,329	1,722,550
Capital Outlay	226,162	3,076,644	2,465,401	200,000
Debt Service	0	0	0	0
Grants & Aids	32,769	29,603	0	0
Reserves & Other	0	0	29,603	29,567
Total Budget	1,726,153	4,534,080	4,144,333	1,952,117

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Senior Electrician	118	1
Electrician	111	2
Utility Coordinator	109	1
Utility Trades Mechanic	108	3
Scada Technician	107	1
Utility Maintenance Mechanic	103	2
Utility General Maintenance Worker	102	1
Total # of Full-Time Employees		11

2025-26 Operating Budget: 1,722,550
2024-25 Operating Budget: 1,427,833
Dollar Change: 294,717
Percentage Change: 20.64%

2025-26 Personnel - F.T.E. 11.00
2024-25 Personnel - F.T.E. 11.00
Personnel Change: 0.00

Budget Objectives Form

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

Objective:

\$ 1,952,117 To ensure compliance with state statutes that address the health and welfare of the public and to provide around-the-clock maintenance and repairs to the equipment and electrical systems required to run the 47 sewage pump stations that provide services to the city's customers.

ACTIVITIES:

\$ 1,117,636	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. Repair and replace 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.
\$ 404,081	002	Electrical Services: install, maintain, and repair all electrical equipment at the 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: A few of the city's sanitary lift stations are dated and in poor condition. The risks of leakage and contamination are a large concern, as is the cost of remediation and clean-up. The city needs to protect our facilities and the surrounding residents in the areas around the lift stations. A 20-year revitalization and maintenance schedule has been developed to proactively address these and other possible risks.
\$ 230,400	004	Vehicles: provides funds for the daily operation, preventive maintenance, emergency repairs, and replacement of vehicles.
\$ -	CIP	Lift Station Rehabilitation

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Public Works-Water & Sewer		
Division:	Utility Equipment Maintenance		
Division #:	644	Objective No.:	001

Title: Lift Station Maintenance

#	Computation/Explanation	Amount
101	Salaries	381,185.96
104	Overtime -	65,000.00
140	Employer's portion of Social Security Tax	34,133.23
141	Employer contribution to 691 Pension Plan	39,811.98
142	Group health premiums - \$887.41/mos./employees	74,542.44
	Group dental premiums - \$13.18/mos./employees	1,107.12
	Life insurance premiums - .34/1000 x salaries	130.60
	AD & D insurance premiums - .04/1000 x salaries	15.25
		75,795.41
144	Workers' Compensation coverage for W&S Employees	15,309.46
147	FRS Pension - Regular	26,158.84
305	AWWA Conference	1,000.00
306	AWWA & APWA Memberships for Supervisor	250.00
308	Uniform rental/cleaning - 8 employees	4,160.00
	Safety shoe allowance - 8 employees	800.00
		4,960.00
311	Contractual Lawn Maintenance around six (6) lift stations: "B", "E", "G", "H", "I", and "Breeze swept"	5,040.00
	Fire extinguisher inspections, refills and certification	1,300.00
	Generator Maintenance	15,000.00
	Scada Annual Maintenance	40,000.00
		61,340.00
312	Safety items including vests, goggles, respirators, first aid supplies,	1,037.00
	Supplies required to perform duties including welding supplies,	2,700.00
	Chemicals such as sewer degreaser, sewer deodorizer, deodorant	4,500.00
	Miscellaneous supplies as needed	650.00
	Eco Tablets	20,000
		28,887.00
315	Cell Phone allowance \$75 per month 12 months.	900.00

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Public Works-Water & Sewer	
Division:		Utility Equipment Maintenance	
Division #:		644	Objective No.: 001
Title: Lift Station Maintenance			
#	Computation/Explanation		Amount
316	Miscellaneous tools as needed	2,173.00	2,173
317	Utilities:		
	Lift Station "E"	16,000.00	
	Lift Station "A"	23,000.00	
	Lift Station "G"	5,909.00	
	Lift Station "H"	6,234.00	
	Lift Station "I"	6,922.00	
	Lift Station "Sans Souci 1"	4,246.00	
	Lift Station "J"	2,093.00	
	Lift Station "Sans Souci 2"	5,968.00	
	Lift Station "Hospital"	5,000.00	
	Lift Station "Sans Souci 3"	6,868.00	
	Lift Station "K"	9,041.00	
	Lift Station "Breezeswept"	5,423.00	
	Lift Station "Pine Road"	2,402.00	
	Lift Station "K-Ind"	5,903.00	
	Lift Station "Lakeshore"	1,428.00	
	Lift Station "V-in-the-Road"	732.00	
	Lift Station "Quayside"	3,981.00	
	Lift Station "Woods"	7,108.00	
	Lift Station "F"	7,824.00	
	Lift Station "Bellows"	3,051.00	
	Lift Station "KP-1"	716.00	
	Lift Station "Master"	2,546.00	
	Lift Station "FIU West"	3,180.00	
	Lift Station "B"	1,592.00	
	Lift Station "C"	2,847.00	
	Lift Station "Ivan Tors"	3,903.00	
	Lift Station "Croton Road"	3,263.00	
	Lift Station "KP-2"	573.00	
	Lift Station "Noel"	1,000.00	
	Lift Station "Lenar" West	11,000.00	
	Lift Station "Lenar" Path	11,000.00	
317	11 small lift stations	20,000.00	
		190,753.00	190,753

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Public Works-Water & Sewer	
Division:		Utility Equipment Maintenance	
Division #:		644	Objective No.: 001
Title: Lift Station Maintenance			
#	Computation/Explanation		Amount
320	Docking Station Lease	7,200.00	7,200
329	Light bulbs, paint, lumber, nails, wire and other building materials and CNB for "I" Station Emergency Generator	1,500.00 319.00	1,819
		1,819.00	
331	47 Pumping Stations-maint. of pump stations incl. repair/replace	120,000.00	138,750
	Assorted nuts, bolts, gaskets, liquid metal & packing	2,500.00	
	Calibration & report of gas detection equipment	350.00	
	Small tool repairs	100.00	
	Maintenance of telemetry equipment	15,800.00	
		138,750.00	
405	Contribution to the Risk Management Fund	23,423.94	23,424
910	Debt service on 2010 Pension Obligation Bonds	18,786.10	18,786
			1,117,636

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department: Public Works-Water & Sewer		
Division: Utility Equipment Maintenance		
Division #: 644	Objective No.: 002	
Title: Electrical Services		
#	Computation/Explanation	Amount
101	Salaries 245,844.09	245,844
104	Overtime Pay 28,000.00	28,000
140	Employer's portion of Social Security Tax 21,040.87	21,041
141	Employer's contribution to 691 Pension Plan 36,526.81	36,527
142	Group health premiums - \$886.41/mos./employees 31,946.76	
	Group dental premiums - \$13.18/mos./employees 474.48	
	Dependents' coverage - \$250/mo. x 12 mos. x 1 employee 0.00	
	Family coverage - \$250/mo. x 12 mos. x 1 employee 83.59	
	Life insurance premiums - .34/1000 x salaries 9.83	
	AD & D insurance premiums - .04/1000 x salaries 32,514.66	32,515
144	Workers' Compensation coverage for W&S Employees 7,933.00	7,933
308	Uniform 1,860.00	1,860
312	Safety items incl. gloves, raincoats, boots & safety glasses and etc. 400.00	
	Electrician's handbooks 100.00	
	500.00	500
315	Licenses required for electricians 600.00	
	Cell Allowance Sr. Electrician, 3 Electricians 1,200.00	
	1,800.00	1,800
316	Miscellaneous tools as needed 3,000.00	3,000
331	Maintenance of testing equipment 750.00	750
405	Contribution to the Risk Management Fund 13,529.94	13,530
910	Debt service on 2010 Pension Obligation Bonds 10,781.00	10,781
		404,081

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Public Works - Water & Sewer		
Division:	Utility Equipment Maintenance		
Division #:	<u>644</u>	Objective No.:	<u>003</u>
Title:	<u>Lift Station Rehabilitation</u>		

#	Computation/Explanation	Amount
608	Rehabilitation	200,000.00
		200,000

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Public Works-Water & Sewer		
Division:	Utility Equipment Maintenance		
Division #:	644	Objective No.:	004
Title:	Vehicle Repair & Maintenance		

#	Computation/Explanation	Amount
441	Vehicle Maintenance 230,400.00	230,400
		230,400

Budget Summary Form

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

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	1,211,691	1,247,790	1,337,614	1,358,783
Operating Expenses	1,644,906	1,681,782	1,570,787	1,654,060
Internal Services	6,830,401	7,286,272	6,297,581	7,649,181
Operating Budget	9,686,998	10,215,844	9,205,982	10,662,024
Capital Outlay	1,147,266	3,293,949	3,293,949	0
Debt Service	0	0	176,000	205,000
Grants & Aids	0	0	0	0
Reserves & Other	41,819	37,994	37,994	39,365
Total Budget	10,876,083	13,547,787	12,713,925	10,906,389

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Water Plant Superintendent	119	1
Water Plant Supervisor	112	1
Water Plant Coordinator	109	1
Water Plant Operator	103	9
Leak Detection Technician	105	2
Total # of Full-Time Employees		14

2025-26 Operating Budget: 10,662,024
2024-25 Operating Budget: 10,215,844
Dollar Change: 446,180
Percentage Change: 4.37%

2025-26 Personnel - F.T.E. 14.00
2024-25 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:

\$ 10,906,389 To provide potable and pleasant tasting water to all customers of the city's utility by producing and treating water daily at the city's Winson Water Plant at Sunkist Grove and purchasing supplemental water daily from Miami-Dade County.

ACTIVITIES:

\$ 3,103,360 001 **Water Plant Operation:** provides for the pumping and treatment of raw water and the distribution of potable water, meeting all state and federal requirements, to system users; handles all calls for service after normal hours.

\$ 7,752,629 002 **Water Purchased For Resale:** provides for the purchase of water from the Miami-Dade Water and Sewer Authority to supplement the city's water supply and ensure that all customers are served.

\$ 50,400 003 **Vehicles:** provides funds for the daily operation, preventive maintenance, emergency repairs, and replacement of vehicles.

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Public Works-Water & Sewer		
Division:	Water Plant		
Division #:	646	Objective No.:	001
Title:	Water Plant Operation		
#	Computation/Explanation		Amount
101	Salaries	925,997.41	925,997
104	Salaries - Overtime	20,000.00	20,000
106	Salaries - Holiday	19,000.00	19,000
140	Employer's portion of Social Security Tax	73,891.00	73,891
141	Employer's contribution to 691 Pension Plan	58,115.27	58,115
142	Group health premiums - \$838.29/mos./employees	149,084.88	
	Group dental premiums - \$13.42/mos./employees	2,214.24	
	Life insurance premiums - .34/1000 x salaries	314.84	
	AD & D insurance premiums - .04/1000 x salaries	37.04	
	Dependent coverage - \$187.24/mos./employees	2,246.88	
		153,899.88	153,900
144	Workers' Compensation coverage for W&S Employees	32,080.11	32,080
147	FRS Pension - Regular	75,800.18	75,800
305	Microbiological Training Course - (4)	1,000.00	1,000
306	American Water Works Association	250.00	
	Drinking Water Contest	410.00	
		660.00	660
308	Uniform rental/cleaning - 14 employees	9,204.00	
	Safety shoe allowance - 14 employees	1,400.00	
		10,604.00	10,604

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Public Works-Water & Sewer		
Division:	Water Plant		
Division #:	646	Objective No.:	001
Title:	Water Plant Operation		
#	Computation/Explanation	Amount	
311	Fire extinguisher inspections, refills and certification	300.00	
	Towels, Mop and shop rags & supplies.	500.00	
	Maintenance contract on air conditioner	1,248.00	
	Distribution water quality parameters-collections & analysis		
	Bi-annually - 2 tests	2,380.00	
	Entry Point Water Quality Parameter-Collection & Analysis		
	Bi-weekly - 26 collections	8,840.00	
	Lead & Copper Annual Analysis (60 samples each)	960.00	
	Unregulated contaminants Analysis (Bi-annually)	8,346.00	
	Lime Sludge Analysis (Bi-Annually)	720.00	
	Nitrate, Nitrite & Total Nitrogen test (Quarterly) - 4 tests	800.00	
	Calibration of 8 raw water well flow meters-SFWMD	2,700.00	
	Stage 2 Disinfectants and Disinfection Byproduct Analysis	3,696.00	
	Lawn Maintenance contract	15,000.00	
	Emergency generator service contract	2,600.00	
	Pest Control	360.00	
	Maintenance on Gate Opener @ Water Plant	1,000.00	
		49,450.00	49,450
312	Quick lime 940 tons x \$500.00/ton	470,000.00	
	Ammonia Sulfate 10,000 Gal @ \$7.50	75,000.00	
	Sodium Hypochlorite 77,000 gal @ \$1.56	120,000.00	
	Fluoride 7,000 gallons \$ \$5.00/gal	35,000.00	
	Praeston 2540 (Flocculant) 1,500 lb. @ \$5.50	8,250.00	
	Laboratory supplies, assorted chemicals, proficiency testing kits	23,562.00	
	Building supplies including lime descaling solution, bug spray, floor, etc.	3,500.00	
	Safety supplies incl glasses, gloves, raincoats, respirator filters, etc.	3,000.00	
	Safety Items incl gloves, raincoats, boots & safety glasses	100.00	
	Leak detection supplies	4,000.00	
		742,412.00	742,412

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Public Works-Water & Sewer		
Division:	Water Plant		
Division #:	646	Objective No.:	001
Title:	Water Plant Operation		
#	Computation/Explanation	Amount	
315	Operator license renewal - 11 operators	825.00	
	Cell. Allowance - Management - \$25/mo./ employees	900.00	
	Drinking Water Annual Operating License	5,000.00	
	Laboratory Certification Renewal	500.00	
		7,225.00	7,225
316	Miscellaneous tools as needed	1,030.00	1,030
317	Utilities:		
	Winson Water Plant	260,000.00	
	Water Well Fields (3 accounts)	110,000.00	
	Lights at Water Plant	1,003.20	
	LP Gas for auxiliary standby pumps as needed	275.00	
		371,278.20	371,278
319	Local training to support required CEU's for Water Plant Operator's	2,200.00	2,200
321	Property Insurance on building & contents	371,079.60	
	Boiler & machinery insurance	4,871.21	
		375,950.81	375,951
329	Supplies required to maintain the Water Plant building	3,000.00	3,000
330	Repairs to fences, water tanks, etc.	2,000.00	2,000
331	Repair and replacement parts for high service pumps, well pumps, chemical feed equipment, lime slaker, electrical switch gear, emergency engines & generator	50,000.00	
	Calibration & certification of electronic remote controls	2,500.00	
	Desiccant for air dryer, oils & lubricants	1,500.00	
	Funds to rebuild/rewind motors on high service pumps	25,000.00	
	Repairs to electronic gate installed in FY02	750.00	
	Small tool repairs, pumps, belts, and misc. items	500.00	
	Maintenance of leak detection equipment	2,000.00	
		82,250.00	82,250

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department: Public Works-Water & Sewer		
Division: Water Plant		
Division #: 646		Objective No.: 001
Title: Water Plant Operation		
#	Computation/Explanation	Amount
395	Conservation Items	5,000.00 5,000
405	Contribution to the Risk Management Fund	49,083.53 49,084
408	E352 Toshiba Copier	
	Lease payments 20-31 of 36 months	1,380.00
	Maintenance	588.00
	Copier paper	100.00
		2,068.00 2,068
910	Debt service on 2010 Pension Obligation Bonds	39,365.20 39,365
		3,103,360

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Public Works-Water & Sewer		
Division:	Water Plant		
Division #:	646	Objective No.:	002
Title:	Water Purchased For Resale		

#	Computation/Explanation		Amount
404	Water purchased from Miami-Dade Water & Sewer Authority	7,547,629.00	7,547,629
704	Interest Expense - SRF Loan Repay Back - Filter Project	25,000.00	25,000
705	Principal Expense - SRF Loan Repay Back - Filter Project	180,000.00	180,000
			7,752,629

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Public Works-Water & Sewer		
Division:	Water Plant		
Division #:	646	Objective No.:	003
Title: Vehicle Repair & Maintenance			
#	Computation/Explanation		Amount
441	Vehicle Maintenance	50,400.00	50,400
			50,400

Budget Summary Form

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

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	1,556,673	1,734,265	1,446,669	1,794,867
Operating Expenses	220,292	291,080	285,150	292,520
Internal Services	250,982	352,206	352,206	389,503
Operating Budget	2,027,947	2,377,551	2,084,025	2,476,890
Capital Outlay	2,054,911	2,414,205	2,336,148	400,000
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	52,426	50,625	50,625	50,930
Total Budget	4,135,284	4,842,381	4,470,798	2,927,820

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Utility Superintendent	117	1
Utility Coordinator	109	3
Utility Trades Mechanic	108	4
Utility Heavy Equipment Operator	107	3
Leak Detection Technician	105	1
Storekeeper	106	1
Utility Maintenance Mechanic	103	1
Utility Motor Equipment Operator	103	1
Utility General Maintenance Worker	102	3

Total # of Full-Time Employees
18

2025-26 Operating Budget: 2,476,890
2024-25 Operating Budget: 2,377,551
Dollar Change: 99,339
Percentage Change: 4.18%

2025-26 Personnel - F.T.E. 18.00
2024-25 Personnel - F.T.E. 18.00
Personnel Change: 0.00

Budget Objectives Form

Department: Public Works-Water & Sewer

Division: Water Distribution

Dept #: 10

Division #: 649

Objective

\$ 2,927,820 To ensure the satisfactory flow of potable 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 certification of back flow prevention devices

ACTIVITIES:

\$ 1,647,452 001 **Water Distribution:** crews install, repair, replace, and maintain water meters, mains, and service lines; test water meters and repair or replace defective units; certify backflows 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 systems.

\$ 654,368 002 **Water Line Installation & Maintenance:** crews replace 2" water lines that have deteriorated, causing leaks and low water pressure for customers; replace city service lines; prepare project specifications and monitor replacement of water lines by private contractors; 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 in-house projects to replace water lines through the City of North Miami. The city has always budgeted funding to repair, replace, and maintain water meters, mains, and service lines; test water meters and repair or replace defective units; and certify proper function on an annual basis. Current funding for service lines will remain in place for emergency repairs; this will supplement funding for annual line replacement.

\$ 326,000 004 **Vehicles:** provides funds for the daily operation, preventive maintenance, emergency repairs, and replacement of vehicles..

\$ - CIP **Watermain Improvements**

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Public Works-Water & Sewer	
Division:		Water Distribution	
Division #:		649	Objective No.: 001
Title: Water Distribution			
#	Computation/Explanation		Amount
101	Salaries	755,529.22	755,529
104	Overtime Pay	87,863.00	87,863
106	Holiday Pay - Heavy Equipment Operator	2,500.00	2,500
140	Employer's portion of Social Security Tax @ 7.65% of Salaries	64,825.51	64,826
141	Employer contribution to 691 Pension Plan	76,398.32	76,398
142	Group health premiums - \$838.29/mos./employees	118,373.76	
	Group dental premiums - \$13.42/mos./employees	1,897.92	
	Life insurance premiums - .34/1000 x salaries	257.88	
	AD & D insurance premiums - .04/1000 x salaries	31.22	
	Dependents' coverage - \$250/mos./employees	9,891.12	
		130,451.90	130,452
144	Workers' Compensation coverage for W&S Employees	27,913.88	27,914
147	FRS Pension - Regular	39,137.74	39,138
305	FSAWWA Conference for Superintendent & Coordinators Registration, hotel and meals	1,800.00	1,800
306	AWWA & APWA membership for Superintendent	240.00	
	FWPCOA	30.00	
	ASFPM	120.00	
		390.00	390
308	Uniform rental/cleaning - 12 employees	6,240.00	
	Safety shoe allowance - 12 employees	1,200.00	
	T shirts/Collared shirts and caps for 6 employees	0.00	
	Windbreakers @ \$22/each x 6 employees	0.00	
	10 Extra T-shirts	0.00	
		7,440.00	7,440
311	Valve Program	65,000.00	65,000

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Public Works-Water & Sewer	
Division:		Water Distribution	
Division #:		649	Objective No.: 001
Title: Water Distribution			
#	Computation/Explanation		Amount
312	Safety items-vest, boots, goggles, raincoats, gloves, etc.	2,000.00	
	Chemical-Clorox, insect spray, PVC silicone, gasket remover	5,000.00	
	Traffic safety items-barricades, lights, traffic cones	2,000.00	
312	Antibacterial soap	2,000.00	13,800
	Miscellaneous Supplies	2,800.00	
		13,800.00	
315	Backflow Recertification - 10 employees	1,000.00	3,400
	Cell Allowance. - 3 Coordinators - \$25/mo. &Superintendent - \$50/mo.	1,500.00	
	Cell Allowance. -	0.00	
	License renewal - 6 employees	900.00	
		3,400.00	
316	Miscellaneous tools as needed	3,000.00	3,000
319	Backflow Recertification Training-5 employees	500.00	500
320	Leased land from Florida East Coast Railway as per Schedule "A" Blanket Utility License Agreement (6/99)		
	Contract # RR 43-4554/357-14-8	870.00	
	Contract # RR 43-2086/357-14-5	870.00	
	Contract # RR 43-3514/357-14-12 - 357 14-12+357 14-2a	9,000.00	
	Contract # RR 43-5155/357-14-10	870.00	
	Contract # RR 43-3709/357-14-14	830.00	
	Contract # RR 43-2809/357-14-3	800.00	
	Contract # RR 43-2807/357-14-7	770.00	
	Contract # RR 43-3808/357-14-4	830.00	
	Contract # RR 43-3991/357-14-16	700.00	
		15,540.00	15,540
331	Supplies and materials required to maintain the water system	150,000.00	150,000
333	Asphalt, road rock, sand & concrete	25,000.00	25,000
405	Contribution to the Risk Management Fund	42,709.07	42,709
691	Purchase/installation of 100 water meters & boxes for new services	100,000.00	100,000
910	Debt service on 2010 Pension Obligation Bonds	34,252.86	34,253
			1,647,452

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Public Works-Water & Sewer		
Division:	Water Distribution		
Division #:	649	Objective No.:	002
Title:	Water Line Installation & Maintenance Crew		
#	Computation/Explanation		Amount
101	Salaries	397,454.86	397,455
104	Salaries - Overtime	35,000.00	35,000
140	Employer's portion of Social Security Tax	33,082.80	33,083
141	Employer contribution to 691 Pension Plan	33,248.80	33,249
142	Group health premiums - \$591.61/mos./employees	42,595.92	
	Group dental premiums - \$13.18/mos./employees	948.96	
	Life insurance premiums - .34/1000 x salaries	136.13	
	AD & D insurance premiums - .04/1000 x salaries x 12 mos.	15.90	
		43,696.91	43,697
144	Workers' Compensation coverage for W&S Employees	13,590.35	13,590
147	FRS Pension - Regular	54,173.10	54,173
308	Uniform rental/cleaning - 6 employees	3,300.00	
	Safety shoe allowance - 6 employees	600.00	
		3,900.00	3,900
312	Safety items-raincoats, vests, glasses, gloves, etc.	330.00	
	Chemicals-PVC glue, silicone, acetone	90.00	
	Miscellaneous items-brooms, slings, hand soap	330.00	
		750.00	750
316	Miscellaneous tools as needed	2,000.00	2,000
405	Contribution to the Risk Management Fund	20,793.65	20,794
910	Debt service on 2010 Pension Obligation Bonds	16,676.60	16,677
			654,368

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Public Works-Water & Sewer	
Division:		Water Distribution	
Division #:		649	Objective No.: 003
Title: Cyclical Water Line Replacement			
#	Computation/Explanation		Amount
636	4,000 LF of large dia. Pipe	250,000.00	250,000
638	29,600 ft. of small dia. Pipe	50,000.00	50,000
			300,000

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Public Works-Water & Sewer		
Division:	Water Distribution		
Division #:	649	Objective No.:	004
Title:	Water Distribution		
#	Computation/Explanation		Amount
441	Vehicle & Equip. Maintenance 326,000.00		326,000
			326,000

Budget Summary Form

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

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	724,509	932,709	795,794	902,866
Operating Expenses	298,324	373,546	359,094	372,768
Internal Services	15,318,360	14,474,441	14,474,126	16,638,719
Operating Budget	16,341,193	15,780,696	15,629,014	17,914,353
Capital Outlay	0	25,000	13,213,439	0
Debt Service	0	0	21,805	166,959
Grants & Aids	2,924,858	13,213,009	0	0
Reserves & Other	27,262	25,516	25,516	27,226
Total Budget	19,293,313	29,044,221	28,889,774	18,108,538

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Utility Heavy Equipment Operator	107	4
Utility Trades Mechanic	108	2
Utility Maintenance Mechanic	103	1
Utility Motor Equipment Operator	103	1
Utility General Maintenance Worker	102	3

Total # of Full-Time Employees **11**

2025-26 Operating Budget: 17,914,353
2024-25 Operating Budget: 15,780,696
Dollar Change: 2,133,657
Percentage Change: 13.52%

2025-26 Personnel - F.T.E. 11.00
2024-25 Personnel - F.T.E. 11.00
Personnel Change: 0.00

Budget Objectives Form

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

Objective:

\$ 18,108,538 To install and repair sewer mains and laterals in order to ensure uninterrupted sewage flow from system users to the treatment facility; to provide for the 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:

\$ 1,038,083	001	Sewer Maintenance & Installation: locate, repair, and maintain the sewer gravity mains, sewer force mains, and laterals throughout the city; install sewer mains and laterals for new services; and handle all emergency sewer line backups and breaks.
\$ 286,525	002	Sewer T.V. Crew: provides "in-house" TV monitoring, as well as cleans and seals pipes and sewer lines annually, and provides continuous preventative maintenance of the sewer lines that have been sealed or replaced.
\$ 15,982,571	003	Sewage Disposal Fees: provide treatment and disposal of liquid waste by the Miami-Dade Water and Sewer Authority Department as required by state and federal law.
\$ 166,959	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 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 rehabilitation and maintenance schedule will address these issues and reduce sewage treatment costs.
\$ 634,400	005	Vehicles: provides funds for the daily operation, preventive maintenance, emergency repairs, and replacement of vehicle
\$ -	CIP	Sanitary Sewer Rehabilitation - Gravity Improvement

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Public Works-Water & Sewer	
Division:		Sewer Collection & Disposal	
Division #:		650	Objective No.: 001
Title: Sewer Maintenance & Installation			
#	Computation/Explanation		Amount
101	Salaries	415,703.88	415,704
104	Salaries - Overtime	35,000.00	35,000
140	Employer's portion of Social Security Tax	34,478.85	34,479
141	Employer contribution to 691 Pension Plan	29,810.60	29,811
142	Group health premiums - \$887.41/mos./employees	85,191.36	
	Group dental premiums - \$13.18/mos./employees	1,265.28	
	Dependents' coverage - \$303.71/mos./employees	3,644.52	
	Family coverage - \$303.71/mos./employees	3,644.52	
	Life insurance premiums - .34/1000 x salaries	141.34	
	AD & D insurance premiums - .04/1000 x salaries	16.63	
		93,903.65	93,904
144	Workers' Compensation coverage for W&S Employees	16,288.43	16,288
147	FRS Pension - Regular	26,788.00	26,788
305	Tolls for Sewer Pumping	300.00	300
308	Uniforms	5,000.00	5,000
312	Chemicals & Compounds	6,000.00	
	Miscellaneous items	4,200.00	
	Safety items-gloves, boots, goggles, first aid supplies, etc.	1,200.00	
	Traffic safety items-barricade lights, fencing, etc.	1,200.00	
		12,600.00	12,600
316	Miscellaneous tools needed to perform duties	2,900.00	2,900
320	Lease land from Florida East Coast Railway as per Blanket Utility License agreement Schedule "A"		
	Contract# RR 43-233 357-14-11	1,500.00	
	Contract# RR 43-8346 357-14-17	1,000.00	
	Contract# RR 43-2938 357-14-6	780.00	
320	Contract# RR 43-5826 357-59	800.00	
	Contract# RR 357-14-12	5,300.00	
	Contract# RR 357-14-18	1,500.00	
	Contract - Revised estimate	8,000.00	
		18,880.00	18,880

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department: Public Works-Water & Sewer		
Division: Sewer Collection & Disposal		
Division #: 650		Objective No.: 001
Title: Sewer Maintenance & Installation		
#	Computation/Explanation	Amount
321	Property insurance on Lift Stations 180,000.00	180,000
331	Supplies and materials required to maintain the sewer system 90,000.00	90,000
333	Barricade rental 320.00	
	Asphalt & road rock 30,000.00	
	Sod & sand 1,200.00	
	31,520.00	31,520
405	Contribution to the Risk Management Fund 24,921.79	24,922
910	Debt service on 2010 Pension Obligation Bonds 19,987.38	19,987
		1,038,083

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Public Works-Water & Sewer	
Division:		Sewer Collection & Disposal	
Division #:		650	Objective No.: 002
Title: Sewer TV Crew			
#	Computation/Explanation		Amount
101	Salaries	156,624.03	156,624
104	Salaries - Overtime	20,000.00	20,000
140	Employer's portion of Social Security Tax	13,511.74	13,512
141	Employer contribution to 691 Pension Plan	10,738.20	10,738
142	Group health premiums - \$838.29/mos./employees	31,946.76	
	Group dental premiums - \$13.42/mos./employees	474.48	
	Life insurance premiums - .34/1000 x salaries x 12 mos.	53.25	
	AD & D insurance premiums - .04/1000 x salaries x 12 mos.	7.26	
		32,481.75	32,482
144	Workers' Compensation coverage for W&S Employees	5,899.46	5,899
147	FRS Pension - Regular	11,636.73	11,637
308	Uniform rental/cleaning	2,340.00	
	Safety shoes - 3 employees	300.00	
308	Uniforms	1,900.00	1,900
312	Chemicals	7,000.00	
	Safety supplies-raincoats, gloves, back support vests, goggles	378.00	
	Miscellaneous-traffic cones, cables, rope, sewer plugs, etc.	2,520.00	
		9,898.00	9,898
316	Miscellaneous tools as required to perform duties	370.00	370
331	Repairs and parts for light lens, camera, video deck and mini sewer lateral cameras	4,200.00	
	Sewer flushing hose replacements (two trucks)	3,000.00	
		7,200.00	7,200
405	Contribution to the Risk Management Fund	9,026.36	9,026
910	Debt service on 2010 Pension Obligation Bonds	7,239.18	7,239
			286,525

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Public Works-Water & Sewer		
Division:	Sewer Collection & Disposal		
Division #:	650	Objective No.:	003
Title:	Sewage Disposal Fees		
#	Computation/Explanation		Amount
315	Miami-Dade County Sewage Disposal Permit	12,200	12,200
401	Dry season 1,300,000 gallons @ \$3.9682/1,000 gallons	5,760,632	
	Wet season 1,950,000,000 gallons @ \$5.1020/1,000 gallons	9,948,900	
	Wholesale True-Up for FY23-24	260,839	
		15,970,371	15,970,371
			15,982,571

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Public Works-Water & Sewer		
Division:	Sewer Collection & Disposal		
Division #:	650	Objective No.:	004
Title:	Cyclical Sanitary Sewer Rehabilitation		
#	Computation/Explanation		Amount
704	Interest Expense - SRF - FORCEMAIN PROJECT PAYBACK	21,805.00	21,805
705	Principal Payment - SRF FORCEMAIN PROJECT PAYBACK	145,154.00	145,154
			166,959

Department:	Public Works-Water & Sewer		
Division:	Sewer Collection & Disposal		
Division #:	650	Objective No.:	005
Title:	Sewer Maintenance & Installation		
#	Computation/Explanation		Amount
441	Vehicle Maintenance	634,400.00	634,400

Budget Summary Form

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

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel 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	2,791,191	0	2,791,191
Total Budget	0	2,791,191	0	2,791,191

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
NONE		0

Total # of Full-Time Employees 0

2025-26 Operating Budget: -
2024-25 Operating Budget: -
Dollar Change: -
Percentage Change: 0.00%

2025-26 Personnel - F.T.E. 0.00
2024-25 Personnel - F.T.E. 0.00
Personnel Change: 0.00

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Public Works-Water & Sewer	
Division:		Fire Flow Projects	
Division #:		654	Objective No.: 001
Title: Reserve for Future Appropriation			
#	Computation/Explanation		Amount
980	Fund Reserve	2,791,191.00	2,791,191
			2,791,191

Budget Summary Form

Department: Public Works-Stormwater Utility
Dept. #: 10

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	506,033	904,045	492,416	862,794
Operating Expenses	1,262,840	1,587,771	1,526,677	1,584,399
Internal Services	607,008	763,194	763,204	1,007,066
Operating Budget	2,375,881	3,255,010	2,782,297	3,454,259
Capital Outlay	-118,168	3,124,733	3,124,732	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	25,569	106,898	24,660	30,832
Total Budget	2,283,282	6,486,641	5,931,689	3,485,091

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Capital Project Manager	119	1
Stormwater/Streets Superintendent	117	1
GIS Specialist	115	1
Utility Coordinator	109	1
Heavy Equipment Operator	107	3
Motor Equipment Operator	103	1
Administrative Coordinator	109	1
General Maintenance Worker	102	1
Part Time		0
Total # of Full-Time Employees		10
Total # of Part- Time Employees		1
Total # of Employees		10

2025-26 Operating Budget: 3,454,259
2024-25 Operating Budget: 3,255,010
Dollar Change: 199,249
Percentage Change: 6.12%

2025-26 Personnel - F.T.E. 10.00
2024-25 Personnel - F.T.E. 10.00
Personnel Change: 0.00

Budget Objectives Form

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

Objective:

\$ 3,485,091 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.

ACTIVITIES:

\$ 571,612	001	Stormwater Engineering: administer environmental compliance with the NPDES permit requirements; inspect all public drainage projects; administer planning and design review for compliance with federal, state, and county requirements, as well as design permitting and project management of capital improvement drainage projects as prioritized in the adopted Stormwater Master Plan; ensure compliance with the National Flood Insurance (NFIP) community rating system program; submit grant procurement materials; and provide assistance in the design of drainage projects and maintenance of the storm sewer atlas.
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\$ 651,646	002	Storm Drain Maintenance: maintain 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. Reimburse Miami-Dade County for services it provides in maintaining the city's storm sewer system.
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\$ 80,096	003	Street Sweeping: clean and maintain designated streets within the city in order to prevent debris from entering canals through drainage outlets.
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\$ 100,000	004	Catch Basin Cleaning: contractual services needed to assist the Stormwater Maintenance employees with the cleaning and jetting of storm drain lines within the city.
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\$ 25,000	005	Stormwater Quality Monitoring: reimburse Miami-Dade County for water quality monitoring of seven major outfalls. This expense is related to Phase II of the EPA National Pollutant Discharge System (NPDES) Permit.
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Budget Objectives Form

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

\$	10,850	006	Public Awareness & Education: provide information to the public about the consequences of contaminated stormwater runoff and the need to protect the stormwater system from illegal dumping. Provide information to the public regarding the annual City Wide Flood Plain Management brochure. Provide 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; provide promotional items to be handed out to students in presentations given about the utility and its functions.
\$	608,600	007	Vehicle Maintenance and Replacement: Provides funds for the daily operation, preventive maintenance, emergency repairs, and replacement of vehicles.
\$	96,072	008	Operating Costs and Reserves: provide a fully funded reserve for the payment of unused vacation and sick leave payouts for Stormwater employees and operating costs for this division.
\$	1,341,215	009	Interfund Transfers: provide 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.

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Public Works-Stormwater Utility	
Division:		Stormwater Operation & Maintenance	
Division #:		621	Objective No.: 001
Title: Stormwater Engineering			
#	Computation/Explanation		Amount
101	Salaries	385,902.45	385,902
140	Employer's portion of Social Security Tax	29,636.29	20,969
141	Employer contribution to 691 Pension Plan	9,544.71	9,545
142	Group health premiums - \$838.29/mos./employees	50,297.40	
	Group dental premiums - \$13.42/mos./employees	805.20	
	Dependents' coverage - \$250/mos./employees	3,000.00	
	Life insurance premiums - .34/1000 x salaries	131.21	
	AD & D insurance premiums - .04/1000 x salaries	15.44	
		54,249.25	54,249
144	Workers' Compensation coverage for Stormwater Employees	15,640.00	15,640
147	FRS Pension - Regular	10,061.64	10,062
303	Forms and other printed material required to operate Utility	50.00	50
304	Office Supplies required to operate the Utility	500.00	500
305	FAPWA Conference (Florida Chapter)	1,000.00	
	Florida Stormwater Association Conference	1,200.00	
	Conferences for Capital Project Manager	3,500.00	
	Governor's Hurricane Conference	1,500.00	
		7,200.00	7,200
306	APWA	20.00	
	Florida Association of Stormwater Utilities	935.00	
	FWPCOA Membership (June)	30.00	
	Capital Project Manager Memeberships	1,600.00	
	Association of State Flood Plain Managers	198.00	
		2,783.00	2,783

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Public Works-Stormwater Utility		
Division:	Stormwater Operation & Maintenance		
Division #:	621	Objective No.:	001
Title:	Stormwater Engineering		
#	Computation/Explanation	Amount	
308	Uniform rental/cleaning - 2 employees	1,000.00	
	Safety shoe - 4 employees	400.00	
		1,400.00	1,400
312	Drafting books and technical manuals, blueprint copies & drafting and survey supplies	850.00	
	CADD System supplies incl paper, ink cartridges, & misc. supplies	1,500.00	
	Safety supplies including raingear, coveralls and boots	400.00	
		2,750.00	2,750
313	Software upgrades CADD system & GIS	13,000.00	13,000
315	Annual Regulatory Program & Surveillance Fee required for the NPDES Permit-Facility ID# FLS267163	2,500.00	
	Cell Phone for Utility Coordinator@ \$25/mo. ea.	300.00	
	Cell Allowance for Superint & Capital P. M. \$50 x 2 x 12	1,200.00	
	FDEP Water	400.00	
		4,400.00	4,400
405	Contribution to the Risk Management Fund	23,929.67	23,930
407	Postage required for correspondence	40.00	40
910	Debt service on 2010 Pension Obligation Bonds	19,191.70	19,192
			571,612

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Public Works-Stormwater Utility		
Division:	Stormwater Operation & Maintenance		
Division #:	621	Objective No.:	002
Title:	Storm Drain Maintenance		
#	Computation/Explanation		Amount
101	Salaries	198,802.33	198,802
104	Salaries - Overtime	900.00	900
140	Employer's portion of Social Security Tax	15,277.20	15,277
141	Employer contribution to 691 Pension Plan	18,265.11	18,265
142	Group health premiums - \$887.41/mos./employees	42,595.68	
	Group dental premiums - \$13.18/mos./employees	632.64	
	Life insurance premiums - .34/1000 x salaries	67.59	
	AD & D insurance premiums - .04/1000 x salaries	7.95	
		43,303.86	43,304
144	Workers' Compensation coverage for Stormwater Employees	7,209.73	7,210
147	FRS Pension- Regular	10,734.90	10,735
308	Uniform rental/cleaning - 4 employees	2,100.00	
	Safety shoe allowance - 4 employees	400.00	
		2,500.00	2,500
311	Miami-Dade County Stormwater Services (Canal Maintenance)	99,000.00	
	Sandbags	106,000.00	
	Sargassum Clean-up	100,000.00	
		305,000.00	305,000
312	Safety supplies including gloves, glasses, ear muffs, etc.	400.00	
	Barricades & traffic cones	500.00	
	Operational supplies, including slings, chains & hooks, oil, blades	1,400.00	
	Mosquito Dunks	16,400.00	
	Miscellaneous supplies	300.00	
		19,000.00	19,000

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Public Works-Stormwater Utility		
Division:	Stormwater Operation & Maintenance		
Division #:	621	Objective No.:	002
Title:	Storm Drain Maintenance		
#	Computation/Explanation	Amount	
316	Miscellaneous tools as required	500.00	500
317	Utilities:	0.00	
	Stormwater pumps-electricity	275.00	
	"E" Station Stormwater pump-electricity-reimbursement to W&S	7,000.00	
		7,275.00	7,275
331	Repairs to storm drain pumps	1,500.00	1,500
334	Sod, rock, sand and other miscellaneous items for swale maintenance	1,500.00	1,500
405	Contribution to the Risk Management Fund	11,031.10	11,031
910	Debt service on 2010 Pension Obligation Bonds	8,846.99	8,847
			651,646

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Public Works-Stormwater Utility	
Division:		Stormwater Operations & Maintenance	
Division #:		621	Objective No.: 003
Title: Street Sweeping			
#	Computation/Explanation		Amount
101	Salaries	48,096.88	48,097
140	Employer's portion of Social Security Tax	3,679.42	3,679
142	Group health premiums - \$838.29/mos./employees	10,648.92	
	Group dental premiums - \$13.42/mos./employees	158.16	
	Life insurance premiums - .34/1000 x salaries	17.35	
	AD & D insurance premiums - .04/1000 x salaries	1.92	
		10,826.35	10,826
144	Workers' Compensation coverage for Stormwater Employees	2,276.16	2,276
147	FRS Pension	6,555.60	6,556
308	Uniforms	1,136.00	1,136
312	Miscellaneous supplies such as gloves, safety vest, raincoat, etc.	1,000.00	1,000
316	Miscellaneous tools as required	250.00	250
405	Contribution to the Risk Management Fund	3,482.60	3,483
910	Debt service on 2010 Pension Obligation Bonds	2,793.06	2,793
			80,096

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Public Works-Stormwater Utility		
Division:	Stormwater Operation & Maintenance		
Division #:	621	Objective No.:	004
Title: Catch Basin Cleaning			
#	Computation/Explanation		Amount
311	Contract cleaning and jetting of 1,500 catch basins	100,000.00	100,000

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Public Works-Stormwater Utility	
Division:		Stormwater Operation & Maintenance	
Division #:		621	Objective No.: 005
Title: Stormwater Quality Monitoring			
#	Computation/Explanation		Amount
315	Testing/monitoring of 7 major outfalls by Miami-Dade County as required by NPDES permit		25,000
			25,000.00

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Public Works-Stormwater Utility		
Division:	Stormwater Operation & Maintenance		
Division #:	<u>621</u>	Objective No.:	<u>006</u>
Title:	<u>Public Awareness & Education</u>		

#	Computation/Explanation		Amount
305	Annual Flood Plain Managers Conference for 2 appointed Flood Plain Managers including registration, transportation, meals, lodging, and misc. expenses	3,200.00	3,200
306	Annual membership to the Florida Flood Plain Managers Association for City's appointed manager	250.00	
	Association of State Flood Plain Managers	400.00	
		650.00	650
312	Promotional items such as pens, pencils, water bottles, etc.	5,000.00	5,000
407	Postage for mailing of above mentioned brochures as well as other informative material regarding the utility	2,000.00	2,000
			10,850

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Public Works-Stormwater Utility		
Division:	Stormwater Operation & Maintenance		
Division #:	621	Objective No.:	007
Title: Vehicle Repair & Maintance			
#	Computation/Explanation		Amount
441	Vehicle & Equip. Maintenance	608,600.00	608,600
			608,600

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Public Works-Stormwater Utility	
Division:		Stormwater Operation & Maintenance	
Division #:		621	Objective No.: 008
Title: Payroll & Insurance Costs			
#	Computation/Explanation		Amount
145	Unemployment Compensation to State of Florida	500.00	500
311	Janitorial Services	4,000.00	4,000
319	Funds for training classes, seminars and/or tuition reimbursement	920.00	
	2 Class "A" and 2 Class "B" Storm Water System Certifications	860.00	
	CPR Training	720.00	
		2,500.00	2,500
321	Property Insurance on Stormwater Pump Station	5,709.75	
	Boiler and machinery insurance on pumps in pump station	600.30	
		6,310.05	6,310
394	Hepatitis B shots (3)	524.25	524
980	Fund Reserve	82,238.00	82,238
			96,072

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Public Works-Stormwater Utility		
Division:	Stormwater Operation & Maintenance		
Division #:	621	Objective No.:	009
Title: Interfund Transfers			
#	Computation/Explanation		Amount
309	City Attorney	177,742.00	177,742
310	Annual Financial Audit	8,015.00	8,015
386	Information Technology	258,911.00	258,911
387	Utility Billing & Central Cashier	46,318.00	46,318
393	Public Works-Streets Div. - Street & ROW Maint	574,485.00	574,485
403	Rent - 10,590 sq. ft. of 217,800 sq. ft. motor pool lot at \$9.00 sq. ft.	23,731.00	23,731
410	Services provided by General Fund Administrative Departments	252,013.00	252,013
			1,341,215

Dept. Budget Summary Form

Department: Risk Management Fund
Dept. #: 02

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	586,731	708,101	719,005	725,511
Operating Expenses	987,416	1,265,513	1,271,313	1,215,185
Internal Services	7,504	12,050	12,050	13,050
Operating Budget	1,581,651	1,985,664	2,002,368	1,953,746
Capital Outlay	0	0	0	0
Debt Service	2,286,068	1,000,000	1,000,000	1,000,000
Grants & Aids	0	0	0	0
Reserves & Other	18,745	943,545	943,545	1,023,241
Total Budget	3,886,464	3,929,209	3,945,913	3,976,987

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Risk Director	121	1
Risk and Safety Manager	116	1
Contract Compliance Specialist	110	1
Risk Administrator	114	1
Administrative Coordinator	106	1
Total # of Full-Time Employees		5

2025-26 Operating Budget: 1,953,746
2024-25 Operating Budget: 1,985,664
Dollar Change: (31,918)
Percentage Change: -1.61%

2025-26 Personnel - F.T.E. 5.00
2024-25 Personnel - F.T.E. 5.00
Personnel Change: 0.00

Budget Summary Form

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

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	477,477	585,713	596,617	594,969
Operating Expenses	656,136	876,884	882,684	876,556
Internal Services	7,486	11,800	11,800	12,800
Operating Budget	1,141,099	1,474,397	1,491,101	1,484,325
Capital Outlay	0	0	0	0
Debt Service	1,569,455	500,000	500,000	500,000
Grants & Aids	0	0	0	0
Reserves & Other	14,902	489,348	489,348	518,887
Total Budget	2,725,456	2,463,745	2,480,449	2,503,212

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Risk Management Director	121	1
Risk and Safety Manager	116	1
Contract Compliance Specialist	110	1
Administrative Specialist	106	1

Total # of Full-Time Employees 4

2025-26 Operating Budget: 1,484,325
2024-25 Operating Budget: 1,474,397
Dollar Change: 9,928
Percentage Change: 0.67%

2025-26 Personnel - F.T.E. 4.00
2024-25 Personnel - F.T.E. 4.00
Personnel Change: 0.00

Budget Objectives Form

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

Objective:

\$ 2,503,212 To produce a fiscally sound budget to insulate the City from financial impacts of tort liability, employment liability, police liability, litigation and employee workplace injury. Maintaining appropriate funding level is essential to achieve financial solvency and success for the Risk Management Program. In support of this objective, a reserve for liability claim will be maintained.

ACTIVITIES:

\$ 2,306,706	001	Risk Management Administration: efficiently manage the City's self-insured automobile and general liability program which includes 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 and 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.
\$ 187,506	002	Safety Program: promote the maintenance of a safe and healthy working environment 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 inspection, behavior modification through Drive Cam program and a safety incentive program. Risk Management also reviews and monitors City contracts, assuring that risk and safety related requirements are incorporated.
\$ 9,000	003	Vehicles: provides funds for the daily operation, preventive maintenance, emergency repairs and replacement of vehicles.

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		City Manager	
Division:		Risk Management - General Liability	
Division #:		675	Objective No.: 001
Title: General Liability			
#	Computation/Explanation		Amount
101	Salaries	306,492.97	306,493
140	Employer's portion of Social Security Tax @ 7.65% of Salaries	22,877.00	22,877
141	Employer contribution to Pension Plan	12,430.16	12,430
142	Group health premiums - \$838.29/mo. x 10 mos. x 3 employees	30,178.44	
	Group dental premiums - \$13.42/mo. x 12 mos. x 3 employees	483.12	
	Add'l Life Insurance Premium - .374/1000 x director salary	59.70	
	Life insurance premiums - .34/1000 x salaries	104.21	
	AD & D insurance premiums - .04/1000 x salaries	12.26	
		30,839.73	30,840
147	FRS Pension	8,489.94	8,490
150	FRS Pension - Director	56,343.11	56,343
302	Long Distance Charges	20.00	20
303	Printing and Binding	100.00	100
304	General office supplies	2,500.00	2,500
305	Risk/Safety related associations Conferences	7,500.00	7,500
306	PRIMA Membership (National)	385.00	
	PRIMA Membership (Local)	250.00	
	NFBPA and RIMS	1,000.00	
		1,635.00	1,635
309	Legal fees in defense of liability claims	198,000.00	198,000
311	Expenses incurred for carpet cleaning from sewer back-ups	10,000.00	
	Insurance Certificates	0.00	
	Risk Management Software maintenance	50,000.00	
	Actuarial Valuation of City's liability claims	3,300.00	
		63,300.00	63,300

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	City Manager		
Division:	Risk Management - General Liability		
Division #:	675	Objective No.:	001
Title:	General Liability		
#	Computation/Explanation	Amount	
312	Cassette tapes for recording hearings of the General and Police Accident Review Boards: 10pk tapes @ \$9 each Black cartridge for laser printer 330.00 Claims Management Software 0.00 Color cartridges for laser printer 770.00 1,100.00	1,100	
315	Risk Manager's cell allowance \$50/month x 12 months 600.00 Risk Manager's vehicle allowance \$250/month x 12 months 3,000.00 Contract Compliance Manger cell allowance \$50/month x 12 months 600.00 3,600.00	3,600	
321	Public Officials' Liability 126,731.15 Cyber Insurance 47,825.05 Police Professional Liability Insurance premium 354,485.20 529,041.40	529,041	
337	Investigative & independent insurance adjuster's services to investigate and adjust claims on an "as needed" basis 25,000.00	25,000	
343	Case costs - subpoena/process service, deposition charges 20,000.00	20,000	
407	Cost of mailing correspondence 300.00	300	
408	Copier lease expense - \$181.53/mo. x 12 mo.; plus extra copies and finishing tray for \$450 (one time charge) 3,500.00	3,500	
501	Estimate of liability claims settlements and judgments 500,000.00	500,000	
910	Risk Management Fund contribution to pay annual debt service on 2010 Pension Obligation Bonds 13,636.97	13,637	
999	Risk Management Liability Reserve 500,000.00	500,000	
		2,306,706	

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	City Manager		
Division:	Risk Management - General Liability		
Division #:	675	Objective No.:	002
Title:	Safety Program		
#	Computation/Explanation		Amount
101	Salaries	117,973.64	117,974
140	Employer's portion of Social Security Tax @ 7.65% of Salaries	9,070.88	9,071
141	Employer contribution to 691 Pension Plan	19,599.32	19,599
142	Group health premiums - \$887.41/mo. x 12 mos. x 1 employee	10,648.92	
	Group dental premiums - \$13.18/mo. x 12 mos. x 1 employee	158.16	
	Life insurance premiums - .34/1000 x salaries	40.11	
	AD & D insurance premiums - .04/1000 x salaries	4.72	
		10,851.91	10,852
302	Long Distance Charges	10.00	10
303	Generic pre-printed forms	150.00	150
305	ASSE Meetings, Safety conference costs	1,000.00	1,000
306	National Safety Council	425.00	
	Safety Poster Program	300.00	
	ASSE (Society \$180, Local Chapter \$25	275.00	
		1,000.00	1,000
312	First Aid Kit Supplies	200.00	
	Safety Training Supplies & Refreshments	800.00	
	Employee safety incentive program cost	1,000.00	
		2,000.00	2,000
315	Risk and Safety Manager Cell Phone Allowance	600.00	600
319	Employee specialized training (outside trainers)	20,000.00	
		20,000.00	20,000
910	Risk Management Fund contribution to pay annual debt	5,249.52	5,250
			187,506

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	City Manager		
Division:	Risk Management - General Liability		
Division #:	<u>675</u>	Objective No.:	<u>003</u>
Title:	Vehicle Maintenance and Replacement		

#	Computation/Explanation	Amount
441	Vehicle Maintenance	9,000.00
		9,000

Budget Summary Form

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

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	109,254	122,388	122,388	130,542
Operating Expenses	331,280	388,629	388,629	338,629
Internal Services	18	250	250	250
Operating Budget	440,552	511,267	511,267	469,421
Capital Outlay	0	0	0	0
Debt Service	716,613	500,000	500,000	500,000.00
Grants & Aids	0	0	0	0
Reserves & Other	3,843	454,197	454,197	504,354.00
Total Budget	1,161,008	1,465,464	1,465,464	1,473,775

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Risk Administrator	114	1

Total # of Full-Time Employees 1

2025-26 Operating Budget: 469,421
2024-25 Operating Budget: 511,267
Dollar Change: (41,846)
Percentage Change: -8.18%

2025-26 Personnel - F.T.E. 1.00
2024-25 Personnel - F.T.E. 1.00
Personnel Change: 0.00

Budget Objectives Form

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

Objective:

\$ 1,473,775

The City's Workers Compensation self-insurance program delivers expedient and efficient medical, indemnity and disability benefits to employees who are injured in the course and scope of employment. These benefits are delivered pursuant to Florida Statutes 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:

\$ 1,473,775

001 **Workers' Compensation Program:** the appropriate level of service mandated by F.S. 440 is achieved through contractual work by a Third Party Administrator (TPA) and a full-time Risk Management Administrator; this position ensures efficient delivery of services to employees, assists in return to work placement, managing the claims payment account (ensuring funding levels are met), reconciling check register/bank balances, generating trend and loss reports to target employee training needs and prevent repeated injury occurrence funded through the General Liability Program. Penalties for late payment are also eliminated and compliance with all legislative changes are assured. The 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 FY22 year-end actuarial study. The purchase of excess insurance transfers the risk and insulates the City against severe or catastrophic losses arising from workers' compensation claims.

**CITY OF NORTH MIAMI
FISCAL YEAR 2024-25
EXPENSE DETAIL WORKSHEET**

Department:	City Manager		
Division:	Risk Management -Workers' Compensation		
Division #:	676	Objective No.:	001
Title:	Workers' Compensation Program		
#	Computation/Explanation		Amount
101	Salaries	97,662.62	97,663
140	Employer's portion of Social Security Tax @ 7.65% of Salaries	7,471.22	7,471
141	Employer contribution to Pension Plan for 1 full time employee	14,564.07	14,564
142	Group health premiums - \$887.41/mo. x 12 mos. x 1 employee	10,648.92	
	Group dental premiums - \$13.18/mo. x 12 mos. x 1 employee	158.16	
	Life insurance premiums - .34/1000 x salaries	33.21	
	AD & D insurance premiums - .04/1000 x salaries	3.91	
		10,844.20	10,844
309	Legal fees in defense of Workers' Compensation claims	39,000.00	39,000
311	Third Party Administrator - Workers Comp. Claims	55,000.00	
	Actuarial study for self insured Workers Comp. program	3,000.00	
		58,000.00	58,000
315	State Assessment fees including administration costs and contributions to State "Special Disability Trust Fund"		
	\$4,961.3/quarter x 1 quarter	4,961.30	
	\$5,060/quarter x 3 quarters	15,180.66	
		11,000.00	11,000
321	Excess Worker's Compensation insurance premium	217,129.20	217,129
337	Investigative expenses which includes claim investigation and surveillance	3,500.00	3,500
343	Expenses incurred as a result of defending the Workers' Compensation claims	10,000.00	10,000
407	Postage expenses for mailings to Third Party Administrator, State of Florida, etc.	250.00	250

**CITY OF NORTH MIAMI
FISCAL YEAR 2024-25
EXPENSE DETAIL WORKSHEET**

Department:	City Manager		
Division:	Risk Management -Workers' Compensation		
Division #:	676	Objective No.:	001
Title:	Workers' Compensation Program		
#	Computation/Explanation		Amount
502	Funds for payment of medical bills, fund stlmt and lost time for employees injured on the job	500,000.00	500,000
910	Risk Management Fund contribution to pay debt service on 2010 Pension Obligation Bonds	4,353.91	4,354
999	Reserve for Claims	500,000.00	500,000
			1,473,775

Budget Summary Form

Department: Public Works-Fleet Management

Dept. / Div. #: 10 / 670

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	868,820	945,725	931,131	988,108
Operating Expenses	3,012,418	2,760,086	2,780,677	3,438,557
Internal Services	77,764	84,227	84,227	85,590
Operating Budget	3,959,002	3,790,038	3,796,035	4,512,255
Capital Outlay	-335,583	673,969	673,969	0
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	940,221	1,957,405	33,240	1,953,649
Total Budget	4,563,640	6,421,412	4,503,244	6,465,904

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Fleet Superintendent	116	1
Fleet Supervisor	112	1
Fleet Welder	109	1
Fleet Mechanic	107	3
Storekeeper	106	1
Fleet Mechanic Trainee	106	2
Stock Clerk	102	1
Part-Time		0
Total # of Full-Time Employees		10
Total # of Part Time Employees		0
Total # of Employees		10

2025-26 Operating Budget: 6,465,904

2024-25 Operating Budget: 6,421,412

Dollar Change: 44,492

Percentage Change: 0.69%

2025-26 Personnel - F.T.E. 10.00

2024-25 Personnel - F.T.E. 10.00

Personnel Change: 0.00

Budget Objectives Form

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

Objective:

\$ 6,465,834 To maintain and repair all vehicles, moving equipment, and most small equipment owned by the city. Continue the Preventative Maintenance Program in order to reduce downtime and costly repairs. Operate and maintain a centralized fueling facility.

ACTIVITIES:

\$ 4,564,964	001	Payroll and Insurance: provide an employee benefits package for Motor Pool employees, including: employer's portion of FICA; group health and life insurance premiums; contribution to the Risk Management Fund for Workers' Compensation benefits; contribution to the Pension Plan for Motor Pool employees; payment of the pro-rata share of pension obligation bonds; and reimbursement to the State of Florida for unemployment benefits paid to former employees. Additionally, it provides for pre-employment services needed for new hires and registration fees for local training of Motor Pool employees.
\$ 1,638,500	002	Vehicle Parts and Maintenance: maintain an inventory of vehicle parts and process vehicle work orders weekly, including processing daily repair orders and monitoring all computerized transactions in the Fleet Management System. Additionally, it provides fuel for the city's fleet of vehicles and equipment.
\$ 194,370	003	Operations and Building Support: provide funds for the indirect costs in support of the Motor Pool Operation and Building.
\$ 68,000	004	Fuel Services to other Municipalities: sell gasoline and diesel fuel to Biscayne Park and Bay Harbor Islands on an emergency basis for a fee covering the cost of fuel plus an administrative charge established by formal agreement.

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Public Works-Fleet Management	
Division:		Motor Pool	
Division #:		670	Objective No.: 001
Title: Administration			
#	Computation/Explanation		Amount
101	Salaries	685,599.64	685,600
104	Salaries - Overtime	4,750.00	4,750
140	Employer's portion of Social Security Tax	52,811.75	52,812
141	Employer's Contribution to 691 Pension Plan	54,765.24	54,765
142	Group Health Insurance Premiums:		
	Employee Health - \$887.41/mos./employees	117,138.12	
	Employee Dental - \$13.18/mos./employees	1,581.60	
	Dependent Coverage - \$400/mos./employees	5,304.84	
	AD&D Insurance - \$.04/1,000 x salaries	27.42	
	Life Insurance - \$.34/1,000 x salaries	234.10	
	Family Coverage- \$350/month x 12 months x 1 employee	0.00	
	Group Dental Insurance Premiums Vacant Fleet Mechanic	0.00	
	\$.34/1,000 x 12 months on vacant fleet mechanic of AD&D Insurance:	0.00	
	\$.04/1,000 x 12 months on vacant fleet mechanic salary	0.00	
		124,285.08	124,285
144	Workers' Compensation Coverage - 10 employees	24,027.79	24,028
145	Reimbursement to State of Florida for Unemployment		
	Compensation benefits for former Fleet Management employees	250.00	250
147	FRS Pension - Regular	41,618.00	41,618
305	FLAGFA Conference and Meetings	1,100.00	
	Meetings - Various	300.00	
	Tolls - Pool Vehicles	600.00	
		2,000.00	2,000
306	FLAGFA membership	200.00	
	Memberships - Various	800.00	
		1,000.00	1,000
308	Uniform rental/cleaning - 9 employees	4,700.00	
	Safety shoe allowance - 10 employees @ \$100 each	1,000.00	
	T-Shirts	400.00	
	Miscellaneous	200.00	
		6,300.00	6,300

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Public Works-Fleet Management		
Division:	Motor Pool		
Division #:	670	Objective No.:	001
Title: Administration			
#	Computation/Explanation	Amount	
311	Background checks for prospective employees	72.00	72
315	Cellular phone allowance - Fleet Superintendent	600.00	
	Cellular phone allowance - Fleet Supervisor	300.00	
	Tool allowance - 7 employees @ \$300 each	2,100.00	
		<u>3,000.00</u>	3,000
319	Classes, workshops, seminars	1,000.00	1,000
320	Vehicles - Lease to own:		
	2 Vehicles (final - 1/26)	202,000.00	
	22 Vehicles (final - 3/26)	435,000.00	
	2 Vehicles (final - 6/27)	172,000.00	
	4 Vehicles (final - 3/29)	340,000.00	
	25 Vehciles (final - 6/29)	380,000.00	
	Annual - 4 Vehicles for CSU	44,000.00	
		<u>1,573,000.00</u>	1,573,000
394	Respiratory protection fit tests, drug & TB testing	72.00	72
405	Contribution to the Risk Management Fund	36,763.24	36,763
910	Debt service on 2010 Pension Obligation Bonds for	29,484.28	29,484
998	Reserve for vehicle replacement	1,924,165.00	1,924,165
			<u>4,564,964</u>

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Public Works-Fleet Management		
Division:	Motor Pool		
Division #:	670	Objective No.:	002
Title: Vehicle Parts & Maintenance			
#	Computation/Explanation	Amount	
312	DriveCam annual monitoring service fee: 140 units @\$330 each (purchased 2022) 46,200.00 60 Units @ \$330 each (purchased 2018) 19,800.00 66,000.00	66,000	
315	Vehicle tag renewals and replacement titles 2,500.00	2,500	
332	Replacement parts for all vehicles including contracted repair 450,000.00	450,000	
335	Replacement parts for small equipment 5,000.00	5,000	
351	Paint & body work to repair damage caused by traffic accidents 80,000.00	80,000	
352	Tires & batteries for all City vehicles 120,000.00	120,000	
353	Diesel & Unleaded fuel - 250,000 gal. @ \$3.40/gal. 850,000.00 Oils & fluids required for vehicles 50,000.00 Diesel exhaust fluid 12,000.00 Disposal of waste oil & other supplies 3,000.00 915,000.00	915,000	
			1,638,500

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Public Works-Fleet Management		
Division:	Motor Pool		
Division #:	670	Objective No.:	003
Title: <u>Operations & Building Support</u>			
#	Computation/Explanation	Amount	
303	Business cards, miscellaneous preprinted forms	80.00	80
304	General office supplies	200.00	200
311	Air conditioner service contract - \$125/month x 12 months	1,500.00	27,900
	Pest Control - \$38/month x 12 months	500.00	
	Floor mat rental/cleaning - \$50.00/bi-wk. x 26 wks.	1,300.00	
	Cleaning & sludge removal/holding tank & grease traps	3,000.00	
	Janitorial Services - 34% of Motor Pool annual contract	1,700.00	
	Annual Inspections of Fire Extinguishers	500.00	
	Service for electrical gates - \$200/quarter	800.00	
	Fuel Pump System monitoring	3,200.00	
	Lifts inspection	2,000.00	
	Car Wash Service - Police @ \$400 monthly	4,800.00	
	Car Wash Service - Other @ \$300 monthly	3,600.00	
	ManagerPlus - annual contract	5,000.00	
		27,900.00	
312	Welding supplies, tanks and refills	12,000.00	20,000
	Solvents, solutions and cleaners	4,000.00	
	Miscellaneous supplies	4,000.00	
		20,000.00	
313	Annual software update - portable diagnostic equipment	1,200.00	3,000
	Shopkey diagnostic system access	1,800.00	
		3,000.00	
315	Annual operating permit	700.00	1,490
	Lift safety inspection and permits	700.00	
	Annual fuel tank registration permit - 3 tanks	90.00	
		1,490.00	
316	Miscellaneous Tools	500.00	500

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:		Public Works-Fleet Management	
Division:		Motor Pool	
Division #:		670	Objective No.: 003
Title: <u>Operations & Building Support</u>			
#	Computation/Explanation		Amount
317	Motor Pool Facility	30,000.00	30,000
321	Pollution liability coverage on tanks	5,709.75	
	Property insurance premium for Motor Pool	28,547.60	
	Boiler & Machinery coverage on CNG equipment	685.40	
		34,942.75	34,943
329	Miscellaneous building maintenance	8,000.00	8,000
330	Repairs to electronic gate, employee parking lot fence	4,000.00	4,000
331	Repairs to equipment needed to maintain vehicles & gas pumps	8,000.00	8,000
378	Water & Sewer for the Motor Pool building & car wash area	1,800.00	1,800
385	In Lieu of Taxes	5,700.00	5,700
403	Rent for City Facility @ \$11,240/qtr. x 4 qtrs.	46,309.00	46,309
407	Postage	70.00	70
408	New copier - Lease payment	2,448.00	2,448
			194,370

Department:	Public Works-Fleet Management		
Division:	Motor Pool		
Division #:	670	Objective No.:	004
Title: Fuel Services to Other Municipalities			
#	Computation/Explanation		Amount
353	Diesel & Unleaded fuel 16,000 gallons @ \$3.40/gallon	68,000.00	68,000

Budget Summary Form

Department: Building Services
Dept / Div #: 15 / 444

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personnel Services	1,749,811	3,350,591	3,350,591	3,659,985
Operating Expenses	2,009,852	2,395,547	2,395,547	2,444,731
Internal Services	912,051	951,364	951,364	1,056,886
Operating Budget	4,671,714	6,697,502	6,697,502	7,161,602
Capital Outlay	262,563	5,000,000	5,000,000	5,000,000
Debt Service	0	0	0	0
Grants & Aids	0	0	0	0
Reserves & Other	3,766	0	0	73,263
Total Budget	4,938,043	11,697,502	11,697,502	12,234,865

PERSONNEL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
Building Official	109	1
Community Planning & Dev Director	124	0.5
Assistant Building Director	119	1
Chief Building Inspector	114	1
Chief Electrical Inspector	114	1
Chief Plumbing Inspector	117	1
Executive Assistant of CP&D Director	112	0.5
Building Inspector	113	1
Flood Officer	113	1
Administrative Assistant	112	1
Building Officer	109	2
IT Analyst	115	1
Lead Permit Processor	111	1
Operations Specialist	103	1
Permit Processor	103	6
Permit Counter Receptionist	102	1
Clerical Technician	102	1
Part-Time Employees		14
Total # of Full-Time Employees		22
Total # of Part-Time Employees		14
Total # of Employees		36

2025-26 Operating Budget: 7,161,602
2024-25 Operating Budget: 6,697,502
Dollar Change: 464,100
Percentage Change: 6.93%

2025-26 Personnel - F.T.E. 22.00
2024-25 Personnel - F.T.E. 21.00
Personnel Change: 1.00

Budget Objectives Form

Department:	Building Services
Division:	Building Services
Dept #:	15
Division #:	444

Objective:

\$ 12,234,865 To protect the health, safety and general welfare of not only residents but those the public through enforcement of the Florida Building Code, Accessibility Codes, Flood Management measures and related standards in conjunction with the built environment. In addition to protect lives and property from fire and other hazards, natural or manmade through the permit and inspection process.

ACTIVITIES:

\$ 4,895,911	001	Building Services: provide property owners inspection services to verify compliance with the Florida Building Code and required standards to protect lives and property in the disciplines of building, roofing, electrical, mechanical, structural.
\$ 9,375	002	Minimum Housing: provide permit for Re-Occupancy issues to protect lives and property of the public at large.
\$ 82,190	003	Building Costs: pay operational expenses the offices that house the Department's staff including utilities, pest control, mats and rent to the Water and Sewer Enterprise.
\$ 432,120	004	Training and Technology: provide targeted departmental training and technology to staff.
\$ 1,815,269	005	Interfund Transfers: provide reimbursement to the General Fund for services provided to the Building Fund.
\$ 5,000,000	CIP	Department Relocation:

CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET

Department:	Building Services		
Division:	Building Fund - Administration		
Division #:	444	Objective No.:	001
Title: Building Administration			
#	Computation/Explanation	Amount	
101	Salaries	1,717,970.41	1,717,970
102	Salaries - Part Time	1,115,592.00	1,115,592
104	Overtime for administrative staff to attend Board of	100,000.00	100,000
140	Employer's portion of Social Security Tax	217,242.83	217,243
141	Employer's contribution to 691 Pension Plan	41,767.72	41,768
142	Group health premiums - \$838.29/mo. /employee	206,219.34	
	Group dental premiums - \$13.42/mo. /employee	3,301.32	
	Family coverage - \$385/mo. /employee	4,620.00	
	Life insurance premiums - .34/1000 x salaries	584.11	
	Add'l Life Insurance - .374/1000 x Dir. salary & Asst. Dir.	144.31	
	AD & D insurance premiums - .04/1000 x salaries	68.72	
		214,937.80	214,938
144	Workers' Compensation coverage for General Fund Employees	59,704.99	59,705
147	FRS Pension - Regular	94,539.00	94,539
150	FRS Pension - Senior Management	96,142.77	96,143
304	General Office Supplies	6,000.00	
	Promotional Items	1,500.00	
	Miscellaneous	5,000.00	
		12,500.00	12,500
305	South Florida Building Officials Association meetings,		
	\$11/meeting x 11 meetings	-	
	Miscellaenous meetings, parking, and tolls	-	
	FEMA Seminar/Conference (meal ticket)	-	
	Association of State Floodplain Managers (ASFPM) Annual		
	Conference	-	
	State Building Officials Conference	6,000.00	
	Chamber of Commerce meetings, 2 @ \$20 ea (Manager)	-	
	Chamber of Commerce meetings, 2 @ \$20 ea (other staff)	-	
305	State Floodplain Conference	6,000.00	
	So. Fl. Bldg. Code Educational Conference	6,000.00	
		18,000.00	18,000
306	Building Official Association of Florida membership	6,000.00	
	American Society of Floodplian membership	6,000.00	
	Code Officials Educational Association membership	8,000.00	
	Accreditation Fee	10,000.00	
		30,000.00	30,000
308	Shirts for Development Services Department	6,500.00	6,500
311	Document imaging of closed and expired permits	150,000.00	
	MTCI Contractual Plan Review & Inspections	400,000.00	
	Building Department assessment	250,000.00	
	Building Department Annual Audit	30,000.00	
		830,000.00	830,000
312	Reference books (code books)	2,500.00	
	Blue Beam	8,000.00	
		10,500.00	10,500

CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET

Department: Building Services		
Division: Building Fund - Administration		
Division #: 444		Objective No.: 001
Title: Building Administration		
#	Computation/Explanation	Amount
315	License for inspector	10,000.00
	Document Retention	2,000.00
	12 Inspectors Cell Phone Allowance	7,200.00
	Asst. Director Cell Allowance	1,200.00
	Director's Cell Phone Allowance	3,000.00
		23,400.00
23,400		
318	Advertising (Floodplain and CRS)	20,000.00
20,000		
319	Cont. Education seminars/workshops	50,000.00
	Cont. Education flood training for employees	15,000.00
319	Certifications and Renewals	10,000.00
	Misc. Training	20,000.00
		95,000.00
95,000		
331	Maintenance for document imaging software: Laserfiche &	2,000.00
	Maintenance on perforator machine	3,000.00
		5,000.00
5,000		
405	Contribution to the Risk Management Fund	91,350.42
91,350		
407	Postage	2,500.00
2,500		
408	New Copy machine and scanner	20,000.00
20,000		
910	Debt service on 2010 Pension Obligation Bonds	73,263.44
73,263		
		4,895,911

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department: Building Services		
Division: Building Fund - Fund Permits		
Division #:	<u>444</u>	Objective No.: <u>002</u>
Title: Building Fund Permits		
#	Computation/Explanation	Amount
144	Workers' Compensation coverage for General Fund Employees 2,087.00	2,087
303	Printed materials (Letterhead & Envelopes, Certificates, etc.) 200.00	
	Misc. printing 600.00	
	Business cards 420.00	
	<u>1,220.00</u>	1,220
306	Fl. Assoc. Of Code Enforcement 40.00	
	S. Fl. Assoc. Of Code Enforcement 30.00	
	Code Enforcement Recertifications 15.00	
	<u>85.00</u>	85
308	Uniform 350.00	350
312	Plastic Bags, Photo Supplies, Safety Items, etc. 500.00	500
405	Contribution to the Risk Management Fund 3,632.65	3,633
407	Postage 1,500.00	1,500
		<u>9,375</u>

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Building Services		
Division:	Building Fund - Building Cost		
Division #:	444	Objective No.:	003
Title:	Building Fund - Building Cost		
#	Computation/Explanation	Amount	Amount
311	Pest Control Service Contract	1,000.00	
	Alarm Monitoring - 12340 NE 8 Ave	1,000.00	
	Drinking water & cups	1,000.00	
	Floor Mats (13 deliveries)	1,000.00	
	Office cleaning services (outside vendor)	15,000.00	
		19,000.00	19,000
317	Utilities	5,940.00	5,940
378	Water Meter - Building	600.00	600
403	Rent paid to Water & Sewer Fund	56,650.00	56,650
			82,190

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Building Services		
Division:	Building Fund - Training & Technology		
Division #:	444	Objective No.:	004
Title:	Building Fund - Training & Technology		

#	Computation/Explanation		Amount
331	Contractual Svcs. - Eng. & Other - Munis	19,963.00	378,120
	Tablets for Inspectors	24,000.00	
	EnerGov Implementation	145,625.20	
	Miscellaneous Maintenance of Equip.	150,000.00	
	Quality Wiring	38,531.30	
		378,119.50	
441	Fleet Contribution	54,000.00	54,000
			432,120

**CITY OF NORTH MIAMI
FISCAL YEAR 2025-26
EXPENSE DETAIL WORKSHEET**

Department:	Building Services		
Division:	Building Fund - Interfund		
Division #:	<u>444</u>	Objective No.:	<u>005</u>
Title:	<u>Building Fund-Interfund Transfers</u>		
#	Computation/Explanation		Amount
309	City Attorney	287,300.00	287,300
310	Annual Financial Audit (Citywide)	8,015.00	8,015
386	Information Technology	542,790.00	542,790
387	Utility Billing & Central Cashier	71,752.00	71,752
393	Public Works-Streets Div. - Street & ROW Maint.	78,159.00	78,159
410	Services provided by General Fund Administrative Departments	827,253.00	827,253
			1,815,269

Budget Summary Form

Fund: Landfill Closure

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
Personal Services	0	0	0	0
Operating Expenses	585,428	5,897,292	0	5,737,101
Internal Services	0	0	0	0
Operating Budget	585,428	5,897,292	0	5,737,101
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	585,428	5,897,292	0	5,737,101

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
NONE		0

Total # of Full-Time Employees 0

2025-26 Operating Budget: 5,737,101
2024-25 Operating Budget: 5,897,292
Dollar Change: (160,191)

2025-26 Personnel - F.T.E. 0.00
2024-25 Personnel - F.T.E. 0.00
Personnel Change: 0.00

Budget Summary Form

Department: Library
Division: Library State Aid
Dept / Division #: 199 / 17 / 491

EXPENDITURE CATEGORY	Actual Expend. FY23	Amended Budget FY24	Est. Expend. FY24	Proposed Budget FY26
Personnel Services	0	0	0	0
Operating Expenses	0	0	0	16,311
Internal Services	0	0	0	0
Operating Budget	0	0	0	16,311
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	0	0	0	16,311

Budget Objectives Form

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

Objective:

\$ 16,311 To use state funds to enhance library services to the citizens of North Miami.

ACTIVITIES:

\$ 3,000	001	Administrative Cost: To enhance services to the public by providing staff trained in the latest library technology applications, relevant programs, and services. To keep up with the latest development in the Library field through memberships and networking.
\$ 2,311	002	Collection Development Materials: Enhance available materials to the public through the acquisition of updated reference materials, circulating materials, periodicals, and subscriptions.
\$ 11,000	003	Public Services: Assist patrons with their needs for recreational, informational, cultural and educational materials by: presenting programs and informational support to the varied user groups in the City - general public, school, business, civic, institution and government.

**CITY OF NORTH MIAMI
FISCAL YEAR 2024-25
EXPENSE DETAIL WORKSHEET**

Department:	Library		
Division:	Library State Aid		
Division #:	491	Objective No.:	001
Title:	Administrative Costs Covered by State Aid		
#	Computation/Explanation		Amount
305	Travel, Conferences and Meetings ALA, FLA, YALSA	3,000.00	3,000
			3,000

**CITY OF NORTH MIAMI
FISCAL YEAR 2024-25
EXPENSE DETAIL WORKSHEET**

Department:	Library		
Division:	Library State Aid		
Division #:	491	Objective No.:	002
Title:	Collection Development Materials Covered by State Aid		

#	Computation/Explanation	Amount
312	Special Department Supplies	2,311.00
		2,311
		2,311

**CITY OF NORTH MIAMI
FISCAL YEAR 2024-25
EXPENSE DETAIL WORKSHEET**

Department:	Library
Division:	Library State Aid
Division #:	491
Objective No.:	003

Title: Public Services

#	Computation/Explanation	Amount
303	Printing & Binding	2,500.00
311	Contractual Services: Programming Services and Presenters	7,000.00
391	Special Events & Activities	1,500.00
		11,000

Budget Summary Form

Fund: Pension Obligation Bond

EXPENDITURE CATEGORY	Actual Expend. FY24	Amended Budget FY25	Est. Expend. FY25	Proposed Budget FY26
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	1,786,450
Grants & Aids	0	0	0	0
Reserves & Other	0	0	0	0
Total Budget	0	0	0	1,786,450

PERSONAL SERVICES DETAIL:

Classification	Salary Sch.	# of Positions
NONE		0

Total # of Full-Time Employees 0

2025-26 Operating Budget: -
 2024-25 Operating Budget: -
 Dollar Change: -

2025-26 Personnel - F.T.E. 0.00
 2024-25 Personnel - F.T.E. 0.00
 Personnel Change: 0.00