

PUBLIC SERVICES DEPARTMENT



MISSION STATEMENT

Our mission is to continue our commitment in providing Quality of Life for our Residents through Responsive, Efficient and Effective Services.

Our goal is to provide these services with Professionalism, Teamwork and Communication.

We are dedicated to our vision and core values.



Public Services - Administration Division

The Administrative Division is responsible for the management of the Public Services Department. This includes strategic planning for the maintenance of all infrastructure, utilities, and services within the City. The Administration also provides supervision, training, guidance, and support for all of the employees within the Public Works department.

Goals

Continue to provide quality services and informative response's to the public and ensure customer satisfaction.

Maintain our system of proper planning, scheduling, inventory control, training, and cost accounting for all divisions of the department.

Continue our efforts in building a positive working relationship with the public & Contractors

Objectives

Establish better communication with staff at all levels

Track all inventory and labor to ensure a cost effective operation.

Continue to build & maintain teamwork and morale within the department.

2013-14 Accomplishments

- Have established communication and cohesiveness among employee's & supervisors
- Have improved services and customer interaction between staff & residents
- Continue lunch programs to promote cohesiveness & teamwork
- Resident & Commercial Complaints have diminished

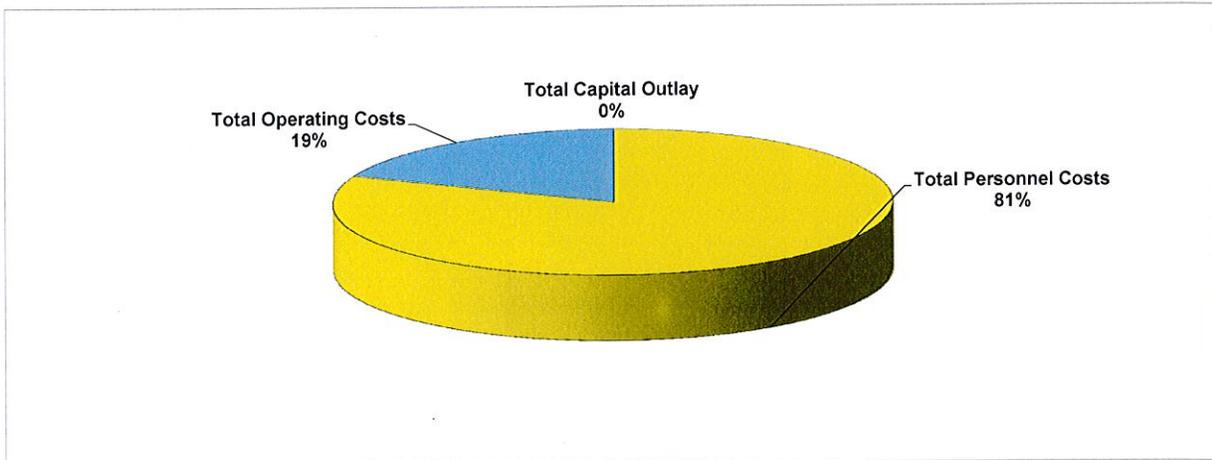
FY 2014-15 Budget Highlights

- Proposed budget is \$263 or 0.4% higher than FY2013/2014.
- Budget Summary:

Budgeted Revenues	\$	-0-
Budgeted Expenditures		<u>\$371,336</u>
Net cost of Department		<u>\$371,336</u>

PUBLIC SERVICES DEPARTMENT
Administration Division - Expenditure Detail

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended Budget	FY 2014-15 Budget	% of Total	% Change from 2013-14
PERSONNEL						
Salaries	\$ 266,464	\$ 217,474	\$ 236,854	\$ 226,026	60.9%	-4.6%
Overtime	2,242	-	-	250	0.1%	0.0%
Payroll Taxes	19,737	15,515	14,697	14,126	3.8%	-3.9%
Pension & Retirement	31,516	17,015	15,101	17,096	4.6%	13.2%
Health Insurance	26,805	26,164	34,311	42,274	11.4%	23.2%
Workers' Compensation	5,237	1,857	1,269	1,695	0.5%	33.6%
Unemployment Compensation	1,866	-	-	-	-	0.0%
Total Personnel Costs	\$ 353,867	\$ 278,025	\$ 302,232	\$ 301,467	81.2%	-0.3%
OPERATING						
Professional Services	\$ 7,163	-	-	\$ -	0.0%	0.0%
Travel & Related Costs	100	25	500	500	0.1%	0.0%
Courier, UPS, Fedex	-	39	100	100	0.0%	0.0%
Utility Services	10,596	9,066	7,261	8,270	2.2%	13.9%
Repairs & Maintenance	-	-	500	500	0.1%	0.0%
Rentals & Lease	1,768	1,377	1,000	1,000	0.3%	0.0%
Printing & Binding	45	35	100	100	0.0%	0.0%
Postage	666	629	746	584	0.2%	-21.7%
Office Supplies	5,493	4,604	4,000	4,000	1.1%	0.0%
Operating Supplies	5,026	6,014	8,145	8,145	2.2%	0.0%
Fuels, Oils, Lubricants	5,633	1,946	4,000	4,000	1.1%	0.0%
Dues, Memberships & Subsc.	183	260	335	600	0.2%	79.1%
Training & Education	-	-	1,000	1,000	0.3%	0.0%
Liability Insurance	27,525	25,798	28,223	26,853	7.2%	-4.9%
Fleet Maintenance	7,103	4,212	5,700	5,700	1.5%	0.0%
Telephone/Internet	19,557	7,856	7,231	8,518	2.3%	17.8%
Total Operating Costs	\$ 90,858	\$ 61,861	\$ 68,841	\$ 69,870	18.8%	1.5%
CAPITAL OUTLAY						
Improvements Other than Bldg	-	-	-	-	0.0%	0.0%
Machinery & Equipment	-	1,943	-	-	0.0%	0.0%
Total Capital Outlay	\$ -	\$ 1,943	\$ -	\$ -	0.0%	0.0%
TOTAL EXPENSES	\$ 444,725	\$ 341,829	\$ 371,073	\$ 371,336	100.0%	0.1%



	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended Budget	FY 2014-15 Budget	% of Total	% Change from 2013-14
Public Works Director	1	1	1	1	25.0%	0.0%
Administrative Assistant I and II	3	3	0	0	0.0%	0.0%
Administrative Assistant III	0	0	1	1	25.0%	0.0%
Procurement Supervisor	0.5	0.5	1	1	25.0%	0.0%
Matl Mgt Clerk	1	1	1	1	25.0%	0.0%
DIVISION TOTAL	5.5	5.5	4.0	4.0	100.0%	0.0%

Public Services – Streets/Streetlights Division

The Streets Division's function is to maintain and repair all city streets, streetlights, bike paths, alleys, and sidewalks. This division also maintains the monuments, city seals, and traffic and street signs that are not maintained by Miami-Dade County Public Works Department. Projects undertaken by this Division are supplemented with Local Option Gas Tax and CITT/Peoples Transportation Tax funds.

Goals

- Ensure all city sidewalks are safe for pedestrian traffic.
- Restore the alleys and alley approaches citywide.
- Continue to upgrade and repair the streetlight infrastructure.
- Maintain the right-of-ways.

Objectives

- Inspect sidewalks to ensure American with Disability Act (ADA) compliance to eliminate safety hazards.
- Supervise and provide support for various lighting projects currently proposed.
- Locate and repair potholes and sinkholes, city-wide.

2013-14 Accomplishments

- We completed the milling and paving of Minola Drive including ADA Sidewalk restorations
- We completed the milling and paving of Hammond Drive including ADA Sidewalk restorations
- We have completed a total of 25,346 linear feet of side walk repairs
- We have completed a total of 76 Street light requests and 4 locations underground wiring issues.
- Replaced the deteriorated lighting on the interior of Circle
- Repaired roadway pot holes and swale damages City Wide

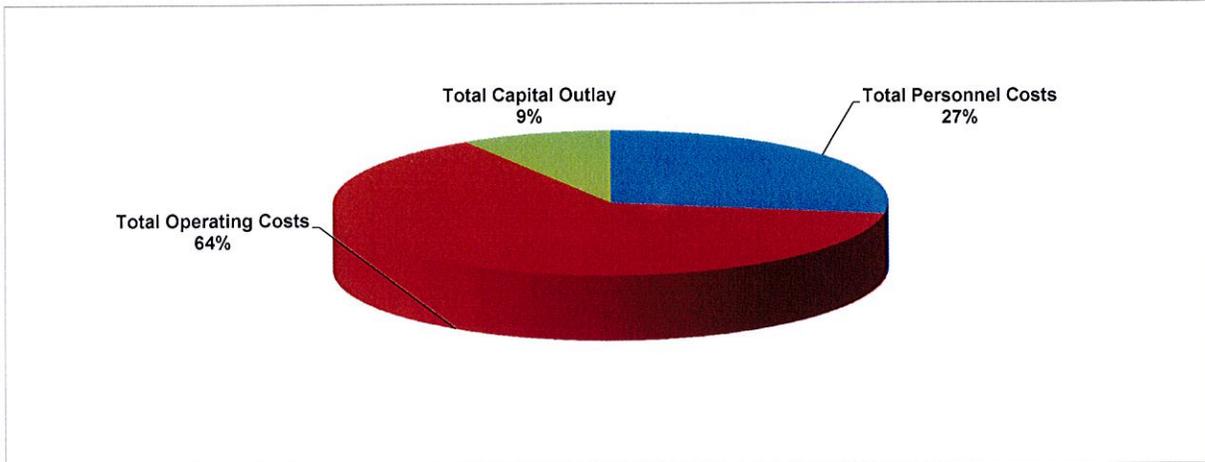
FY 2014-15 Budget Highlights

- Proposed budget is \$46,905 or 14% higher than FY2013/2014.
- Budget Summary:

Budgeted Revenues	\$	-0-
Budgeted Expenditures		<u>\$390,681</u>
Net cost of Department		<u>\$390,681</u>
- Increase is due to \$34,334 budgeted Improvements other than building electrical upgrades on Curtiss Parkway, relocation of light poles on North Royal Poinciana and Rio Vista Drive, and the re-stripping of the public parking lot.
- Budget includes \$20,000 for tree planting city-wide.

PUBLIC SERVICES DEPARTMENT
Streets & Streetlights Division - Expenditure Detail

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended Budget	FY 2014-15 Budget	% of Total	% Change from 2013-14
PERSONNEL						
Salaries	\$ 63,806	\$ 76,371	\$ 79,481	\$ 79,481	20.3%	0.0%
Overtime	653	420	-	500	0.1%	0.0%
Payroll Taxes	4,931	5,829	5,081	4,839	1.2%	-4.8%
Pension & Retirement	9,005	11,516	10,229	-	0.0%	-100.0%
Health Insurance	10,566	11,933	13,390	16,546	4.2%	23.6%
Workers' Compensation	3,373	6,274	5,049	6,732	1.7%	33.3%
Total Personnel Costs	\$ 92,334	\$ 112,343	\$ 113,230	\$ 108,098	27.7%	-4.5%
OPERATING						
Professional Services	-	3,571	-	-	0.0%	#DIV/0!
Contractual services	24,268	34,565	10,000	30,000	7.7%	200.0%
Utility Services	145,576	147,247	136,861	134,000	34.3%	-2.1%
Repairs & Maintenance	20,206	23,820	28,500	28,500	7.3%	0.0%
Rentals & Leases	-	-	100	100	0.0%	0.0%
Operating Supplies	16,552	19,269	19,000	19,000	4.9%	0.0%
Liability Insurance	1,266	1,224	1,385	1,949	0.5%	40.7%
Fuels, Oils, Lubricants	13,183	9,315	12,500	12,500	3.2%	0.0%
Fleet Maintenance	10,483	18,384	22,200	22,200	5.7%	0.0%
Total Operating Costs	\$ 231,534	\$ 257,395	\$ 230,546	\$ 248,249	63.5%	7.7%
CAPITAL OUTLAY						
Improvements Other than Bldg	-	-	-	34,334	8.8%	0.0%
Machinery & Equipment	-	-	-	-	0.0%	0.0%
Total Capital Outlay	\$ -	\$ -	\$ -	\$ 34,334	8.8%	100.0%
TOTAL EXPENSES	\$ 323,868	\$ 369,738	\$ 343,776	\$ 390,681	100.0%	13.6%



Personnel Summary

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended Budget	FY 2014-15 Budget	% of Total	% Change from 2013-14
Heavy Equipment Operator	1	1	1	1	50.0%	0.0%
Maintenance Worker I	1	1	1	1	50.0%	0.0%
Total Full Time Employees	2	2	2	2	100.0%	0.0%
DIVISION TOTAL	2	2	2	2	100.0%	0.0%

Public Services – Public Properties

The Public Properties Division maintains all green spaces that are in the public right of ways. Our expert staff continues to work with residents to educate them in proper tree care. The Public Properties Division is also charged with the task of keeping our city streets free of litter, and serves as support for all city functions.

Goals

Provide essential services to the residents without interruptions

Ensure that the City retains its National Arbor Society's Tree City USA and Growth Award status.

Maintain a properly pruned and lifted street tree canopy.

Maintain Miami Springs as one of the "cleanest cities" by ensuring litter control, city-wide.

Objectives

Provide special attention to the main arteries of the city to ensure they are free of litter and free of any potential tree hazards.

Keep the public properties personnel "Storm Ready" as this division functions as first responders in the event of a "catastrophic event".

2013-14 Accomplishments

- Continued our working relationships with Contractors regarding Customer Service and Quality of Service to our Residents
- Retained Awards for Tree City & Growth Award
- Have completed 985 tree trimmings & 35 removals
- Continue to meet our standard as "Cleanest City" by ensuring litter control
- Secured funding to building a pedestrian enhanced cross walk in the downtown area
- Continue to successfully meet all expectations from the Residents and City staff regarding all work orders requests.

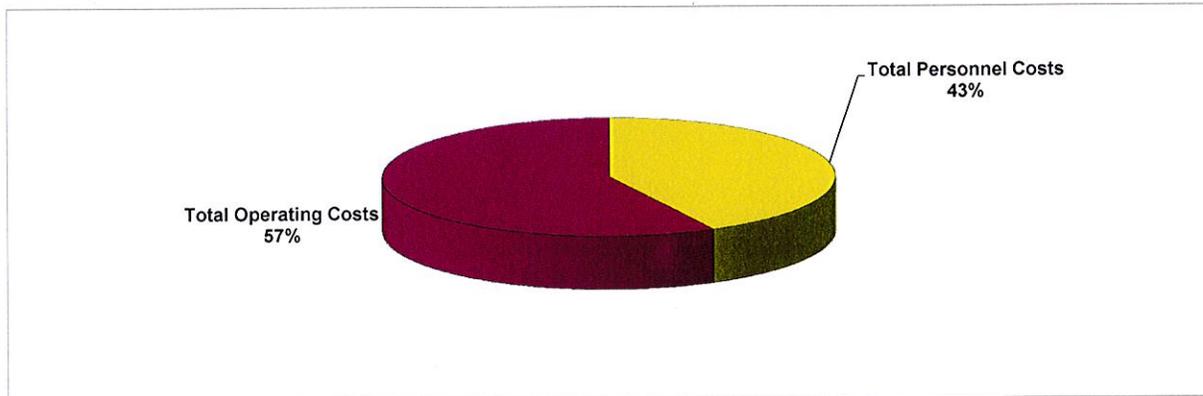
FY 2014-15 Budget Highlights

- Proposed budget is \$15,435 or 2.5% lower than FY2013/2014.
- Budget Summary:

Budgeted Revenues	\$	-0-
Budgeted Expenditures	\$	<u>575,494</u>
Net cost of Department		<u>575,494</u>

PUBLIC SERVICES DEPARTMENT
Public Properties Division - Expenditure Detail

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended Budget	FY 2014-15 Budget	% of Total	% Change from 2013-14
PERSONNEL						
Salaries	\$ 396,215	\$ 242,391	\$ 183,599	\$ 161,656	28.1%	-12.0%
Part Time Year Round	3,430	-	-	-	0.0%	0.0%
Overtime	6,931	2,839	-	1,000	0.2%	0.0%
Payroll Taxes	30,570	19,226	10,719	8,860	1.5%	-17.3%
Pension & Retirement	51,216	27,833	14,415	12,903	2.2%	-10.5%
Health Insurance	83,232	56,094	44,327	46,678	8.1%	5.3%
Workers' Compensation	8,505	17,324	11,663	13,692	2.4%	17.4%
Unemployment compensation	0	1,206	0	0	0.0%	100.0%
Total Personnel Costs	\$580,099	\$366,913	\$264,723	\$244,790	42.5%	-7.5%
OPERATING						
Professional Services	12,387	264	-	-	0.0%	0.0%
Contractual Services	8,789	142,711	191,943	191,943	33.4%	0.0%
Utility Services	88,058	69,132	68,221	71,088	12.4%	4.2%
UPS/FEDEX	17	-	50	50	0.0%	0.0%
Repairs & Maintenance	1,164	210	300	300	0.1%	100.0%
Dues and subscriptions	230	235	-	-	0.0%	#DIV/0!
Fuels, Oils, Lubricants	13,755	11,390	9,000	9,000	1.6%	0.0%
Operating Supplies	32,601	11,866	8,556	10,000	1.7%	16.9%
Liability Insurance	31,325	23,016	23,877	25,245	4.4%	5.7%
Fleet Maintenance	39,433	29,142	20,500	20,500	3.6%	0.0%
Telephone/Internet	4,077	3,928	3,759	2,578	0.4%	-31.4%
Total Operating Costs	\$ 231,836	\$ 291,894	\$ 326,206	\$ 330,704	57.5%	1.4%
CAPITAL OUTLAY						
Machinery & Equipment	-	31,972	-	-	0.0%	0.0%
Total Capital Outlay	\$ -	\$ 31,972	\$ -	\$ -	0.0%	0.0%
TOTAL EXPENSES	\$ 811,935	\$ 690,779	\$ 590,929	\$ 575,494	100.0%	-2.6%



Personnel Summary

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended Budget	FY 2014-15 Budget	% of Total	% Change from 2013-14
Parks Maint. Foreman/Arborist	0.5	0.0	0.0	0.0	0.0%	0.0%
Equipment Operator	1	0	1	1	16.7%	0.0%
Maintenance Worker I, II	12	8	5	5	83.3%	0.0%
Parks Maintenance Foreman	1	0	0	0	0.0%	0.0%
Tree Trimmer	2	0	0	0	0.0%	0.0%
Total Full Time Employees	16.5	8.0	6.0	6.0	100.0%	0.0%
Part-time Employees						
Maintenance Workers I	0	0	0	0	0.0%	0.0%
Total Part-time employees	0	0	0	0	0.0%	0.0%
DIVISION TOTAL	16.5	8.0	6.0	6.0	100.0%	0.0%

Public Services - Building Maintenance

The Building Maintenance Division is responsible for the maintenance of all buildings, monuments, and park benches owned by the city. Other functions include general carpentry repairs, painting, minor alterations, and minor electrical repairs.

Goals

Establish timelines for all requested projects City wide

Continue to service all City Owned Facilities according to our monthly service schedules

Continue to meet all of our Safety Inspections with Miami Dade County

Objectives

Maintain all new and aged buildings along with other structures with the same consistency and effort.

FY 2013-14 Accomplishments

- Supervised plumbing restorations in City Hall
- Replaced damaged sections of the Tot-Lot that were deemed unsafe
- Supervised carpet and painting requests by various departments
- Met all expectations of monthly maintenance and requests from all divisions within the City

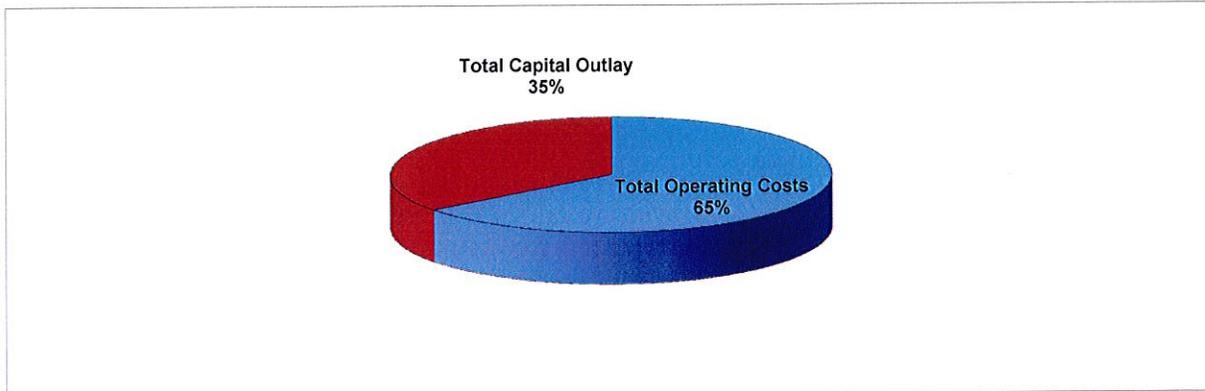
FY 2014-15 Budget Highlights

- Proposed budget is \$41,588 or 19.4% higher than FY2013/2014.
- Budget Summary:

Budgeted Revenues	\$	-0-
Budgeted Expenditures		<u>\$256,034</u>
Net cost of Department		<u>\$256,034</u>
- Increase is due to budgeting for a \$90,000 for the replacement of City Hall roof, and an additional \$45,000 budgeted in Repairs and Maintenance to cover unexpected repairs which may be necessary during the fiscal year to any of our aging facilities.

PUBLIC SERVICES DEPARTMENT
Building Maintenance Division - Expenditure Detail

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended Budget	FY 2014-15 Budget	% of Total	% Change from 2013-14
PERSONNEL						
Salaries	\$ 30,953	\$ 32,584	\$ 11,286	\$ -	0.0%	-100.0%
Overtime	541	539	-	-	0.0%	0.0%
Payroll Taxes	2,207	2,259	624	-	0.0%	-100.0%
Pension & Retirement	4,214	4,909	1,115	-	0.0%	-100.0%
Health Insurance	7,607	9,450	2,662	-	0.0%	-100.0%
Workers' Compensation	2,789	1,327	1,055	-	0.0%	-100.0%
<i>Total Personnel Costs</i>	\$ 48,311	\$ 51,068	\$ 16,742	\$ -	0.0%	-100.0%
OPERATING						
Contractual Services	57,063	52,242	54,341	54,341	21.2%	0.0%
Utility Services	33	195	122	114	0.0%	100.0%
Repairs & Maintenance	96,281	133,342	53,628	98,628	38.5%	83.9%
Fuels, Oils, Lubricants	2,349	3,090	2,250	2,250	0.9%	0.0%
Operating Supplies	4,312	6,871	6,100	8,000	3.1%	31.1%
Liability Insurance	901	528	591	-	0.0%	-100.0%
Fleet Maintenance	2,663	4,712	2,500	2,500	1.0%	0.0%
Telephone/Internet	256	238	242	201	0.1%	-16.9%
<i>Total Operating Costs</i>	\$ 163,858	\$ 201,218	\$ 119,774	\$ 166,034	64.8%	38.6%
CAPITAL OUTLAY						
Improvements Other than Bldg	80,436	60,120	77,930	90,000	35.2%	15.5%
<i>Total Capital Outlay</i>	\$ 80,436	\$ 60,120	\$ 77,930	\$ 90,000	35.2%	15.5%
TOTAL EXPENSES	\$ 292,605	\$ 312,406	\$ 214,446	\$ 256,034	100.0%	19.4%



Personnel Summary

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended Budget	FY 2014-15 Budget	% of Total	% Change from 2013-14
Building Specialist II	1	1	1	0	0.0%	-100.0%
DIVISION TOTAL	1	1	1	-	0.0%	-100.0%

Public Services - Fleet Maintenance

The Fleet Maintenance Division is responsible for the maintenance of all city-owned vehicles, generators, and motorized equipment.

Goals

Provide excellent service and timely repairs to the city's vehicles and equipment to ensure fleet availability.

Objectives

Reduce vehicle down time.

Maintain fleet parts and tire inventory at an optimal level.

Complete 100% of preventive maintenance inspections by the scheduled due date.

FY 2013-14 Accomplishments

- Have reduced our outside tire repairs by 75%
- Improved service times to our separate departments
- Have met our goal of preventable maintenance inspections
- Secured relationships with new vendors

FY 2014-15 Budget Highlights

- Proposed budget is \$20,320 or 92.4% higher than FY2013/2014.
- Budget Summary:

Budgeted Revenues	\$	-0-
Budgeted Expenditures		<u>\$42,320</u>
Net cost of Department		<u>\$42,320</u>
- Increase is due to budgeting for a \$18,320 for the upgrade of the existing pump system at Public Works with a vehicle tag system.

PUBLIC SERVICES DEPARTMENT
Fleet Maintenance Division - Expenditure Detail

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended Budget	FY 2014-15 Budget	% of Total	% Change from 2013-14
OPERATING						
Contractual Services	4,307	2,281	5,000	5,000	11.8%	0.0%
Fuels, Oils, Lubricants	18,336	16,522	9,000	9,000	21.3%	100.0%
Operating Supplies	8,128	15,230	6,500	8,500	20.1%	0.0%
Fleet Maintenance	(86)	2,075	1,500	1,500	3.5%	0.0%
<i>Total Operating Costs</i>	\$ 30,685	\$ 36,108	\$ 22,000	\$ 24,000	56.7%	9.1%
CAPITAL OUTLAY						
Machinery & Equipment	-	-	-	18,320	43.3%	100.0%
<i>Total Capital Outlay</i>	\$ -	\$ -	\$ -	\$ 18,320	43.3%	100.0%
TOTAL EXPENSES	\$ 30,685	\$ 36,108	\$ 22,000	\$ 42,320	100.0%	92.4%

Parks and Recreation Department

Mission Statement

The City of Miami Springs Parks and Recreation Department will enrich the quality of life for the people of Miami Springs by providing significant recreational opportunities in exemplary parks and recreation environments.

Parks and Recreation - Administration

The Parks and Recreation Department serves as a community resource for all of the sports, recreational and cultural activities in the City, including cooperative relationships with all local groups. The Parks and Recreation Department is now divided into five major divisions – Administration, Aquatics, Parks Maintenance, Programming and Athletics. All divisions, through the Recreation Director, are responsible for coordinating internally with each other as well as externally with the residents, volunteers and volunteer organizations.

The **Administration Division** is responsible for overall operation of the Parks & Recreation Department and ensuring it is responsive to the needs of the residents.

The **Aquatics Division** is responsible for operating the pool and all related water sports activities and related facilities.

The **Parks Maintenance Division** is responsible for the condition of all recreational facilities, fields and parks.

The **Programming Division** is responsible for all non-sports and cultural activities including after-school and summer camp programming, and special City events such as Easter Egg Hunt, Daddy Daughter Dance, Christmas, July 4th, etc.

The **Athletic Division** is responsible for all indoor and outdoor non-Aquatic sporting and leisure activities and their associated facilities. For example, basketball, dodgeball, micro-soccer, walking club, etc.

Goals

To provide opportunities for residents to have leisure, recreation and improve their social, mental and physical well-being through participation in a variety of recreational and cultural activities in a safe environment.

Objectives

- Conduct cooperative youth and adult sports programs including but not limited to soccer, basketball, baseball, football (tackle) and flag football.
- Provide additional "non-athletic" youth, adult, senior programs and increase participation in the Teen Program at the Recreation Center.
- Conduct periodic meetings with local non-City organizations that co-sponsor programs through the Recreation department.
- Increase our overall Recreational Programs by 10%

Parks and Recreation - Administration

2013-14 Accomplishments

- Increased our Youth Basketball League by 10%
- Implemented a new Get-Fit Summer Program
- Increased our 5K participation by 5%
- Increased After School Care and School Holiday Camp attendance by 5%
- Installed new Fitness Room Equipment
- Changed our Summer Camp Program to include three (3) week Sessions, also continued to offer full 10 week program.

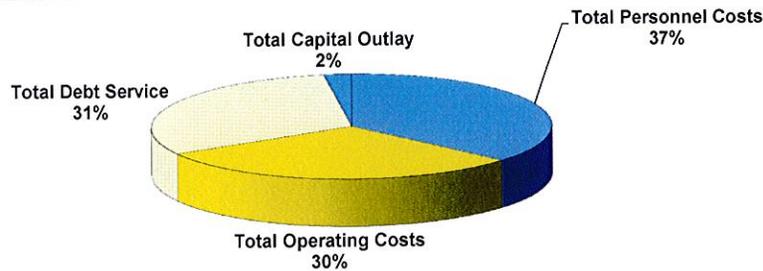
FY 2014-15 Budget Highlights

- Proposed budget is \$458,202 or 29% higher than FY2013/2014.
- Increase is due to the budgeting of approx. \$438,000 for the annual debt service on the new aquatic facility borrowing.
- Budget includes the reclassifying of an Administrative division employee to the Field Maintenance division as Recreation Maintenance Supervisor.
- A new position of Recreation Coordinator was established so that two current staff members may be promoted into those positions for FY2014-15.
- Budget provides funding for a pavilion at Stafford Park costing \$45,000 and a payback of 7 years from rental revenues. Pavillion will be paid from proceeds of the new borrowing for the aquatic facility/Stafford renovation projects.
- Budget Summary:

Budgeted Revenues	\$ 402,280
Budgeted Expenditures	<u>\$2,036,564</u>
Net cost of Department	<u>\$1,634,284</u>
- Both the Tennis contractor and the Pelican Playhouse have agreed to maintain the same reduced annual fee of \$15,000 and \$18,000 respectively, FY2015.

RECREATION DEPARTMENT
Administration Division - Expenditure Detail

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended Budget	FY 2014-15 Budget	% of Total	% Change from 2013-14
PERSONNEL						
Salaries	\$ 327,221	\$ 319,379	\$ 329,497	\$ 282,917	13.9%	-14.1%
Part Time Year Round	156,973	157,609	185,000	185,000	9.1%	0.0%
Overtime	5,656	5,519	6,000	6,000	0.3%	0.0%
Seasonal Emp	75,962	64,936	120,000	120,000	5.9%	0.0%
Payroll Taxes	43,538	42,131	45,474	41,612	2.0%	-8.5%
Pension & Retirement	47,157	48,248	43,023	41,221	2.0%	-4.2%
Health Insurance	46,338	45,030	47,464	49,971	2.5%	5.3%
Workers' Compensation	5,258	20,773	16,637	20,401	1.0%	22.6%
Unemployment Compensation Tax	92	174	-	-	0.0%	0.0%
Total Personnel Costs	\$ 708,195	\$ 703,799	\$ 793,095	\$ 747,122	36.7%	-5.8%
OPERATING						
Professional Services	-	-	1,500	1,500	0.1%	0.0%
Contractual Services	71,234	71,081	92,311	80,872	4.0%	-12.4%
Officials/Referees	41,684	31,174	46,304	47,104	2.3%	1.7%
Travel & Related Costs	3,600	3,600	3,600	3,600	0.2%	0.0%
Utility Services	115,100	115,635	108,523	117,000	5.7%	7.8%
Repairs & Maintenance	49,592	45,426	31,345	48,000	2.4%	53.1%
Rentals & Lease	2,025	2,402	1,935	1,935	0.1%	0.0%
Printing & Binding	530	1,464	3,000	3,000	0.1%	0.0%
Promotions & recreational activities	63,621	61,155	68,775	77,210	3.8%	12.3%
Uniforms	1,917	3,307	2,500	2,500	0.1%	0.0%
Office Supplies	2,958	2,183	5,000	5,000	0.2%	0.0%
Operating Supplies	63,758	62,015	90,471	82,021	4.0%	-9.3%
Postage	133	126	123	200	0.0%	62.6%
Uniforms-Basketball/Football	8,467	6,796	11,885	6,900	0.3%	-41.9%
Dues, Memberships & Subsc.	884	1,073	1,500	1,500	0.1%	0.0%
Pelican Playhouse Costs	22,416	21,799	18,000	33,000	1.6%	83.3%
Training & Education	1,300	180	2,250	2,250	0.1%	0.0%
Liability Insurance	75,588	70,056	74,620	75,763	3.7%	1.5%
Fleet Maintenance	10,184	13,594	9,850	9,850	0.5%	0.0%
Fuels, Oils, Lubricants	5,516	4,102	3,500	4,200	0.2%	20.0%
Transfers to Debt Service Fund	187,401	187,401	187,401	632,401	31.1%	237.5%
Telephone/Internet	14,269	10,313	4,754	8,516	0.4%	79.1%
Total Operating Costs	\$ 742,177	\$ 714,882	\$ 769,147	\$ 1,244,322	61.1%	61.8%
CAPITAL OUTLAY						
Improvements Other than Bldg	38,417	252,750	-	45,000	2.2%	0.0%
Machinery & Equipment	90,111	-	16,000	-	0.0%	0.0%
Total Capital Outlay	\$ 128,528	\$ 252,750	\$ 16,000	\$ 45,000	2.2%	0.0%
TOTAL EXPENSES	\$ 1,578,900	\$ 1,671,431	\$ 1,578,242	\$ 2,036,444	100.0%	29.0%



Personnel Summary

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended Budget	FY 2014-15 Budget	% of Total	% Change from 2013-14
Recreation Director	1	1	1	1	16.7%	0.0%
Recreation Leader	0	0	1	1	16.7%	0.0%
Programs Division Supervisor	1	1	1	0	0.0%	-100.0%
Administrative Assistant III	1	1	1	1	16.7%	0.0%
Sports Division Supervisor	1	1	1	0	0.0%	-100.0%
Recreation Coordinator	0	0	0	2	33.3%	100.0%
Recreation Specialist II	3	3	2	0	0.0%	-100.0%
Special Events/Program Supervisor	0	0	0	1	16.7%	100.0%
Total of Full-Time Employees	7	7	7	6	100.0%	-14.3%
Part time Employees						
Recreation Leader (seasonal)	32	30	as needed	as needed	0.0%	0.0%
Recreation Leader (year-round)	13	13	as needed	as needed	0.0%	0.0%
Total of Part time employees	45	43	0	0	0.0%	0.0%
DIVISION TOTAL	52	50	7	6	100.0%	0.0%

Recreation - Pool

The **Aquatics Division** operates and maintains the Miami Springs Municipal Pool, a 50-meter, 349,000-gallon pool staffed by American Red Cross certified lifeguards and instructors and supervised by a State-Licensed Swimming Pool Operator. The pool is open year-round, and serves as the home for the Miami Springs High School Swim and Water Polo Teams.

Goals

- Increase pool usage by a minimum of 10% over 2011-12 attendance levels.
- Increase facility rentals by 10%
- Increase Yearly Memberships by 10%

Objectives

- Increase marketing efforts to Miami-Dade County high school swim teams for additional swim meets.
- Offer additional family-oriented activities during "open swim" sessions.

FY2013-14 Accomplishments

- Implemented an evening Water Aerobics Class

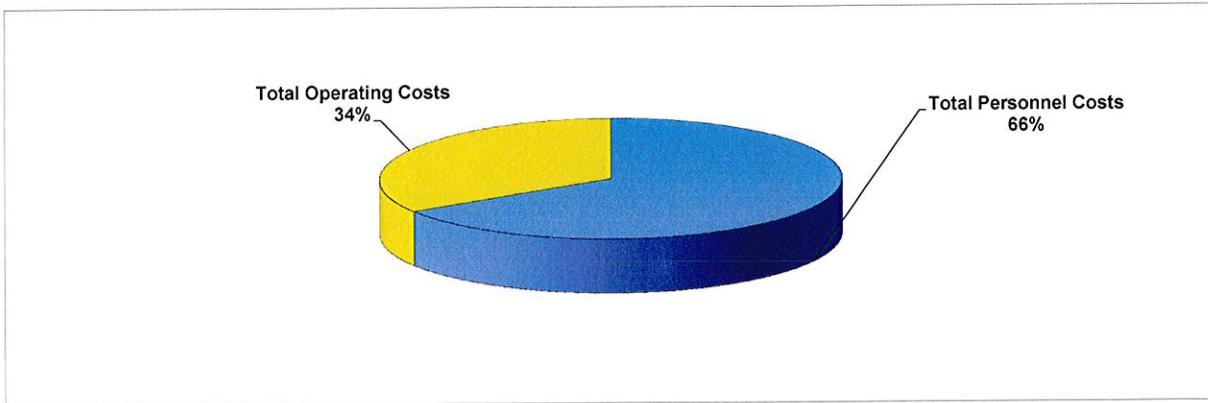
FY 2014-15 Budget Highlights

- Proposed budget is \$207,044 or 66% lower than FY2013/2014 since the pool will be closed after April 2015 when new facility construction will begin.
- Budget Summary:

Budgeted Revenues	\$ 15,200
Budgeted Expenditures	<u>\$107,534</u>
Net cost of Department	<u>\$ 92,334</u>

RECREATION DEPARTMENT
Aquatics Division - Expenditure Detail

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended Budget	FY 2014-15 Budget	% of Total	% Change from 2013-14
PERSONNEL						
Part Time Year Round	94,679	87,816	125,000	61,268	57.0%	-51.0%
Overtime				-	0.0%	0.0%
Seasonal Emp	58,668	50,775	25,000	\$0	0.0%	-100.0%
Payroll Taxes	11,731	10,602	11,475	4,687	4.4%	-59.2%
Workers' Compensation	1,307	4,058	3,904	5,205	4.8%	33.3%
<i>Total Personnel Costs</i>	\$ 166,385	\$ 153,251	\$ 165,379	\$ 71,160	66.2%	-57.0%
OPERATING						
Utility Services	28,818	33,148	38,637	19,734	18.4%	-48.9%
Repairs & Maintenance	25,241	8,826	14,936	-	0.0%	-100.0%
Uniforms		3,470	4,300	500	0.5%	100.0%
Operating Supplies	34,906	28,877	37,713	11,462	10.7%	-69.6%
Dues, Memberships & Subsc.	325	325	500	500	0.5%	0.0%
Training & Education	-	1,020	1,500	500	0.5%	-66.7%
Liability Insurance	2,963	1,932	2,613	3,678	3.4%	40.8%
<i>Total Operating Costs</i>	\$ 92,253	\$ 77,598	\$ 100,199	\$ 36,374	33.8%	-63.7%
CAPITAL OUTLAY						
Machinery & Equipment	-	12,097	49,000	-	0.0%	0.0%
<i>Total Capital Outlay</i>	\$ -	\$ 12,097	\$ 49,000	\$ -	0.0%	0.0%
TOTAL EXPENSES	\$ 258,638	\$ 242,946	\$ 314,578	\$ 107,534	100.0%	-65.8%



Personnel Summary

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended Budget	FY 2014-15 Budget	% of Total	% Change from 2013-14
Aquatics Supervisor	0	0	0	0	0.0%	0.0%
Recreation Program Coordinator	0	0	0	0	0.0%	0.0%
<i>Total Full-time employees</i>	0	0	0	0	0.0%	0.0%
<i>Part-time Employees</i>						
Concession (Part time & seasonal)	3	3	as needed	as needed	0.0%	0.0%
Lifeguard (Part time & Seasonal)	22	22	as needed	as needed	0.0%	0.0%
<i>Total Part-time employees</i>	25	25	0	0	0.0%	0.0%
DIVISION TOTAL	25	25	0	0	0.0%	0.0%

Recreation - Tennis

The **Tennis Division** provides well-maintained tennis and racquetball courts that are available for all age levels and playing abilities. The five tennis courts and two racquetball courts are also lighted for nighttime play. The Division provides pro shop services, organizes and promotes a variety of clinics, lessons and tournaments and hosts the Miami Springs High School Tennis Team's home matches.

Goals

To maintain the Tennis facility with positive images for all residents of the City of Miami Springs.

To increase memberships and play by 10% from FY2009-10.

Objectives

- To provide a variety of programs for adults and children on a social and competitive system.
- Provide promotional information to local businesses and hotels. Promote youth and adult leagues.

FY 2014-15 Budget Highlights

- Proposed budget shows a slight decrease from FY2013-14.

- Budget Summary:

Budgeted Revenues	\$ -0-
Budgeted Expenditures	<u>\$19,851</u>
Net cost of Department	<u>\$19,851</u>

RECREATION DEPARTMENT
Tennis Division - Expenditure Detail

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended Budget	FY 2014-15 Budget	% of Total	% Change from 2013-14
OPERATING						
Contractual Services	\$ 20,000	\$ 20,000	\$ 15,000	\$ 15,000	75.6%	0.0%
Utility Services	4,928	5,173	5,467	4,851	24.4%	-11.3%
Repairs & Maintenance	1,948			-	0.0%	#DIV/0!
<i>Total Operating Costs</i>	\$ 26,876	\$ 25,173	\$ 20,467	\$ 19,851	100.0%	-3.0%
TOTAL EXPENSES	\$ 26,876	\$ 25,173	\$ 20,467	\$ 19,851	100.0%	-3.0%

Recreation – Parks Maintenance

The **Parks Maintenance Division** provides for the overall maintenance of the parks and ball fields. This includes ball field preparation, park clean-up, etc.

Goals

To improve the play ability of the athletic fields at Prince Field, Stafford Park and Dove Avenue Park.

Objectives

- Aerate fields a minimum of 2 times annually
- Establish a proper maintenance schedule to improve field conditions
- Provide daily maintenance to keep fields up to par year round
- Add Sod to areas that need additional Sod
- Add irrigation to our ball fields
- Laser Grade all Ball Fields
- Have our Maintenance Supervisor trained in all aspects regarding field maintenance, etc. (Trained, Certified and Licensed)

FY2013-14 Accomplishments

- Installed Musco Athletic Field Lighting at Stafford Park and Prince Field. Both fields meet the industry requirements of foot light candles.
- Stafford Park Field Renovation. (Soccer and Baseball Field)
- New Picnic tables for Pavilions at Prince
- New Bench's and Trash Receptacles at Peavy Dove and Stafford Park playgrounds.
- Installed a new maintenance shed at Peavy Dove.

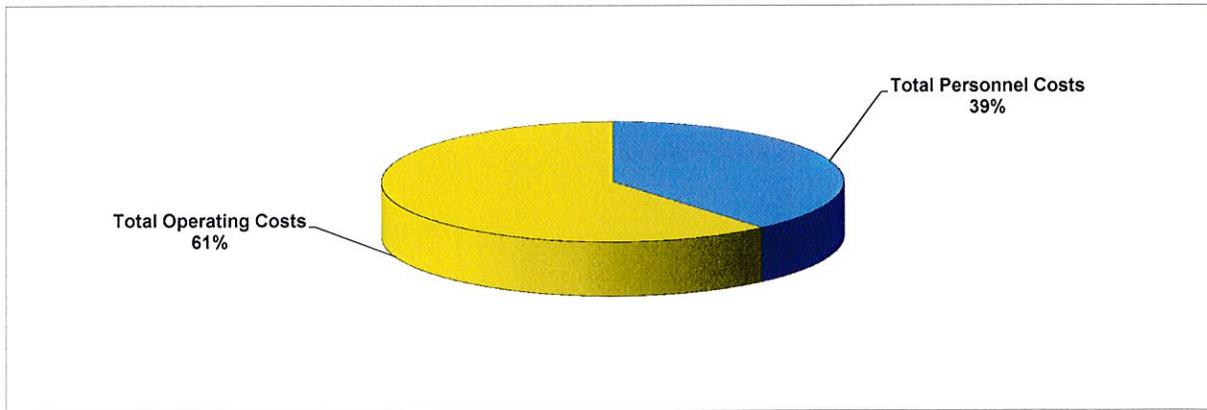
FY 2014-15 Budget Highlights

- Proposed budget is \$97,562 or 32.3% lower than FY2013/2014 since \$126,596 was budgeted in the prior year for the Stafford Park re-grassing.
- Budget includes the reclassifying of an Administrative division employee to this division as Recreation Maintenance Supervisor.
- Budget Summary:

Budgeted Revenues	\$	-0-
Budgeted Expenditures		<u>\$204,922</u>
Net cost of Department		<u>\$204,922</u>

RECREATION DEPARTMENT
Parks Maintenance Division - Expenditure Detail

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended Budget	FY 2014-15 Budget	% of Total	% Change from 2013-14
Salaries	\$ -	\$ -	\$ -	\$ 55,875	27.3%	100.0%
Payroll Taxes	-	-	-	3,383	1.7%	100.0%
Pension & Retirement	-	-	-	8,141	4.0%	100.0%
Health Insurance	-	-	-	11,893	5.8%	100.0%
Workers' Compensation	-	-	-	417	0.2%	100.0%
<i>Total Personnel Costs</i>	\$ -	\$ -	\$ -	\$ 79,709	38.9%	100.0%
OPERATING						
Repairs & Maintenance	\$ 6,840	\$ 3,478	\$ 58,449	\$ 6,500	3.2%	-88.9%
Rentals & Lease	-	-	2,345	2,345	1.1%	0.0%
Operating Supplies	43,266	36,895	53,000	53,000	25.9%	0.0%
Liability Insurance	-	-	-	1,274	0.6%	0.0%
Fuels, Oils, Lubricant	4,324	5,783	6,500	6,500	3.2%	0.0%
Contractual Services	33,076	45,768	55,594	55,594	27.1%	0.0%
<i>Total Operating Costs</i>	\$ 87,506	\$ 91,924	\$ 175,888	\$ 125,213	61.1%	-28.8%
CAPITAL OUTLAY						
Improvements Other than Bldg	-	-	126,596	-	0.0%	0.0%
Machinery & Equipment	-	16,526	0	0	0.0%	100.0%
<i>Total Capital Outlay</i>	\$ -	\$ 16,526	\$ 126,596	\$ -	0.0%	100.0%
TOTAL EXPENSES	\$ 87,506	\$ 108,450	\$ 302,484	\$ 204,922	100.0%	-32.3%



Personnel Summary

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended Budget	FY 2014-15 Budget	% of Total	% Change from 2013-14
Recreation maintenance Supervisor	0	0	0	1	100.0%	100.0%
<i>Total Full-time employees</i>	-	-	-	1	100.0%	100.0%
DIVISION TOTAL	-	-	-	1	100.0%	100.0%

Miami Springs Golf Course

Mission Statement:

Be the premier value municipal golf club in Miami-Dade County by offering a challenging golf experience with exceptional services and course conditions at competitive prices while establishing our financial self – sufficiency.

Goal

These Principles drive everything that we do and assist in making decisions related to golf:

The four main Principles of Customer Service, Financial Stability, Public Access and Effective Operations allow staff to focus its efforts and resources in the areas that are most important to Golfers.

Objectives

All the objectives in this plan relate directly to one or more of the Principles.

The City of Miami Springs Golf & C.C is dedicated to serving our customer by providing high quality golfing experiences to players of all ages and abilities and enhancing their enjoyment of the game of Golf.

- Continue to increase our revenue dollars
- Control our expenses to balance our revenues versus expenses
- Continue to enhance the conditions of our Golf Course
- Continue to grow our presence in the Tourist Market
- Aggressively pursue Grant funding to re-grass our 183 acre Golf Course

FY 2013-14 Accomplishments

- Improved course conditions in a very short period of time by instituting proper maintenance procedures and saving tremendous amounts of dollars by doing all the work in house.
- Called the warranty on a 3 year old irrigation system with many problems saving the City in excess of \$200,000.
- Re-negotiated a new cart fleet lease saving the City over \$56,000 over the term of the lease and over \$42,000 dollars of expense for the old severely damaged fleet.

Miami Springs Golf Course

FY 2013-14 Accomplishments (continued)

- Devised a plan that was acceptable to RER/DERM to complete necessary compliance items over a 5 year period, while making immediate changes in all policies and procedures.
- Changed the perception of the Miami Springs Golf & C.C. to a highly regarded public facility
- Set in place a structured Pro Shop and outside operations staff with high standards for customer service and pride of ownership.
- Started the process to make Miami Springs Golf & C.C. a nationally Certified "First Tee Program"
- Increased membership numbers 50.56 % over the previous year
- Increased Driving Range revenue by 30%
- Increased over all Revenue 10.86 % through 4/30/14
- Brought in a new Point of Sale System at no cash out of pocket allowing us to better track our revenues and capture data for Social Media Marketing
- Complete re-design as HTML 5, making mobile compatible and browser compatible (google, explorer, safari, Firefox optimize and improve site speed, add google analytics to monitor traffic and obtain reports from our own site and from Fore Reservations.
- Launch major marketing through, Google, Facebook, Twitter, SEO & PPC Campaigns, Blog and Video Channel, Social and Media marketing is the most effective and is the main way of marketing today and for the future. (Work in progress to be completed by Oct,1.2014)

FY 2014-15 Budget Highlights

- Proposed budget is \$792,655 or 31.3% lower than FY2013/2014.
- Decrease is due to the significant equipment purchases and maintenance costs incurred in the prior year.
- Budget Summary:

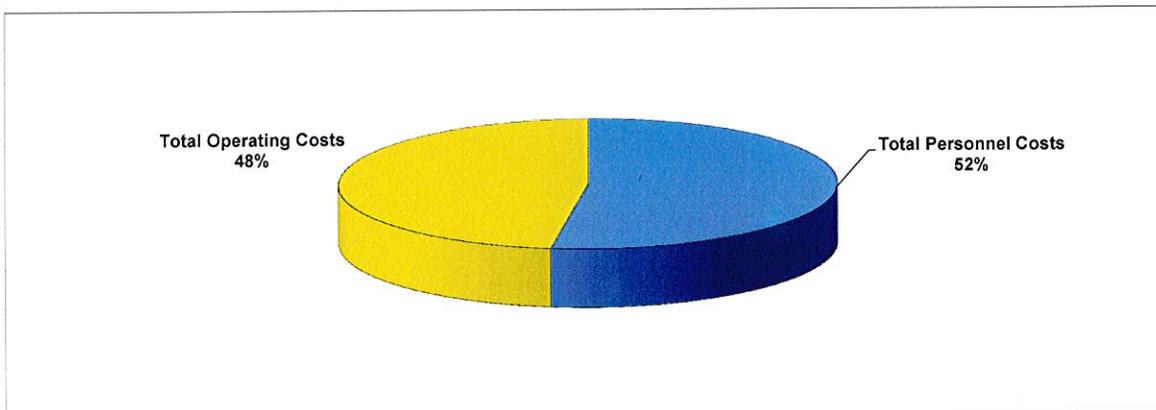
Budgeted Revenues	\$1,401,881 (projected 30,000 rounds)
Budgeted Expenditures	<u>\$1,736,893</u>
Net cost of Department	<u>\$ 335,012</u>

GOLF COURSE FUND
Golf Course Administration- Expenditure Detail

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended Budget	FY 2014-15 Budget	% of Total	% Change from 2013-14
OPERATING						
Utility Services	\$ 9,794	\$ 9,305	\$ 9,174	9,300	46.4%	100.0%
Liability Insurance	12,935	12,144	12,794	10,762	53.6%	-15.9%
<i>Total Operating Costs</i>	\$ 22,729	\$ 21,449	\$ 21,968	\$ 20,062	100.0%	-8.7%

GOLF COURSE FUND
Golf Course Pro Shop Operations- Expenditure Detail

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended Budget	FY 2014-15 Budget	% of Total	% Change from 2013-14
PERSONNEL						
Salaries	\$ 115,107	\$ 109,884	\$ 165,080	\$ 132,052	24.2%	-20.0%
Tournament Gratuity					0.0%	0.0%
Part Time Employees	115,814	130,372	77,313	91,462	16.8%	18.3%
Payroll Taxes	17,666	18,380	17,044	16,181	3.0%	-5.1%
Pension & Retirement	16,546	13,567	18,186	15,776	2.9%	-13.3%
Health Insurance	12,413	10,733	20,656	21,309	3.9%	3.2%
Workers' Compensation	2,069	7,600	6,308	7,756	1.4%	23.0%
Unemployment Taxes	-	5,225	-	-	0.0%	0.0%
Total Personnel Costs	\$ 279,615	\$ 295,761	\$ 304,587	\$ 284,535	52.1%	-6.6%
OPERATING						
Professional Services	-	10,900	8,000	5,000	0.9%	0.0%
Contractual Services	8,216	5,766	39	-	0.0%	-100.0%
Travel & Related Costs		1,244	500	500	0.1%	100.0%
Merchandise	33,811	34,875	30,000	50,000	9.2%	66.7%
Utilities	29,253	26,920	7,995	18,145	3.3%	127.0%
Telephone/Internet	13,917	10,786	5,740	8,742	1.6%	52.3%
Repairs & Maintenance	4,281	14,935	5,500	10,190	1.9%	85.3%
Rentals & Lease	63,961	66,565	52,719	58,000	10.6%	10.0%
Printing & Binding	2,962	6,437	4,500	4,500	0.8%	0.0%
Advertising & Promotions	35,634	31,642	37,500	35,000	6.4%	-6.7%
Postage	133	126	154	120	0.0%	-22.1%
Credit Card Fees	39,994	28,334	37,800	27,800	5.1%	-26.5%
Range	9,914	12,720	10,000	10,000	1.8%	0.0%
Office Supplies	2,518	3,764	3,639	3,700	0.7%	1.7%
Operating Supplies	8,398	8,000	6,800	7,200	1.3%	5.9%
Dues, Memberships & Subsc.	957	150	1,000	2,000	0.4%	100.0%
Fuels, Oils, Lubricants	-	-	740	1,000	0.2%	100.0%
Liability Insurance	12,778	10,944	11,932	16,422	3.0%	37.6%
Total Operating Costs	\$ 266,727	\$ 274,108	\$ 224,558	\$ 258,319	47.3%	15.0%
CAPITAL OUTLAY						
Machinery & Equipment	-	4,190	-	3,000	0.5%	100.0%
Total Capital Outlay	\$ -	\$ 4,190	\$ -	\$ 3,000	0.5%	100.0%
TOTAL EXPENSES	\$ 546,342	\$ 574,059	\$ 529,145	\$ 545,855	100.0%	3.2%

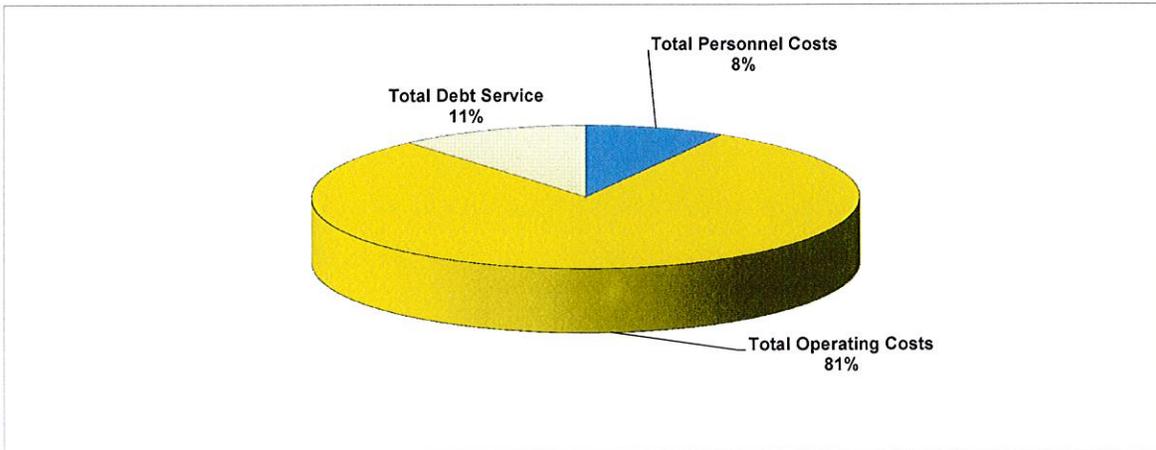


Personnel Summary

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended Budget	FY 2014-15 Budget	% of Total	% Change from 2013-14
Golf & Country Club Director	1	1	1	1	43.5%	0.0%
Pro Shop/Outside Services Mgr	0	0	1	0	0.0%	100.0%
Pro Shop Clerk	1	1	1	1	43.5%	0.0%
Accounting Systems Analyst	0	0	0.3	0.3	13.0%	100.0%
Total Full-time employees	1	1	3.3	2.3	100.0%	-30.3%
Cashiers	3	3	as needed	as needed	0.0%	0.0%
Cart/Rangers	15	15	as needed	as needed	0.0%	0.0%
Total Part-time employees	18	18	0	0	0.0%	0.0%
DIVISION TOTAL	19.0	19.0	3.3	2.3	100.0%	50.0%

GOLF COURSE FUND
Golf Course Maintenance Operations- Expenditure Detail

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended Budget	FY 2014-15 Budget	% of Total	% Change from 2013-14
PERSONNEL						
Salaries	\$ 66,478	\$ 78,300	\$ 69,034	\$ 68,000	5.8%	-1.5%
Overtime	-	-	-	-	0.0%	0.0%
Payroll Taxes	5,085	5,973	4,781	4,289	0.4%	-10.3%
Pension & Retirement	9,566	10,410	8,885	9,908	0.8%	11.5%
Health Insurance	6,246	5,759	6,832	12,232	1.0%	79.0%
Workers' Compensation	1,236	2,310	1,797	2,360	0.2%	31.3%
Unemployment Taxes	-	-	-	-	0.0%	100.0%
Total Personnel Costs	\$ 88,611	\$ 102,752	\$ 91,329	\$ 96,788	8.3%	6.0%
OPERATING						
Professional Services	-	159,119	34,618	20,000	1.7%	-42.2%
Contractual Services	368,349	406,996	415,034	432,000	36.9%	4.1%
Telephone	647	642	575	650	0.1%	13.0%
Utilities	36,217	38,157	38,424	38,894	3.3%	1.2%
Repairs & Maintenance	57,589	71,907	166,857	114,800	9.8%	-31.2%
Rentals and leases	8,903	9,661	48,316	50,000	4.3%	3.5%
Fuels, Oils, Lubricants	44,191	34,740	59,426	59,740	5.1%	0.5%
Operating Supplies	158,815	214,088	303,905	208,000	17.8%	-31.6%
Dues, Memberships & Subsc.	-	365	600	900	0.1%	0.0%
Uniform	911	-	3,400	3,000	0.3%	-11.8%
Education and training	-	-	2,920	3,000	0.3%	2.7%
Transfer to Debt Service Fund	18,872	18,872	149,306	130,595	11.2%	-12.5%
Liability insurance	9,202	8,424	8,913	12,609	1.1%	41.5%
Total Operating Costs	\$ 703,696	\$ 962,971	\$ 1,232,294	\$ 1,074,188	91.7%	-12.8%
CAPITAL OUTLAY						
Machinery & Equipment	-	-	654,552	-	0.0%	0.0%
Total Capital Outlay	\$ -	\$ -	\$ 654,552	\$ -	0.0%	0.0%
TOTAL EXPENSES	\$ 792,307	\$ 1,065,723	\$ 1,978,175	\$ 1,170,976	100.0%	-40.8%



Personnel Summary

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended Budget	FY 2014-15 Budget	% of Total	% Change from 2013-14
Course Maintenance Superintendent	1	1	1	1	100.0%	0.0%
Total Full-time employees	1	1	1	1	100.0%	0.0%
FUND TOTAL	1	1	1	1	100.0%	0.0%

Non Departmental

This Department/Division represents a group of line-item accounts associated with general, city wide accounting transactions. Services provided to other agencies, which benefit all components and facets of the city, are recorded into this department.

It also accounts for transfers to alternate funds including golf course, senior center, hurricane funds and other specialized funds. In cases of grants requiring a city match, those matching funds are recorded as transfers within this department.

The City's general contingency and reserve accounts are reported in this department.

FY 2014-15 Budget Highlights

- There are no major changes this year, this department only accounts for the subsidy to the Elderly Services Department and the transfer to the Debt Service Fund for payment of P&I on outstanding debt.

- Budget Summary:

Budgeted Revenues	\$ -0-
Budgeted Expenditures	<u>\$567,437</u>
Net cost of Department	<u>\$567,437</u>

NON-DEPARTMENTAL ACCOUNTS
Expenditure Detail

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended Budget	FY 2014-15 Budget	% of Total	% Change from 2013-14
OPERATING						
Bank Fees & Bad Debt	\$ 527	\$ 11,393	\$ -	\$ -	0.0%	0.0%
<i>Total Operating Costs</i>	\$ 527	\$ 11,393	\$ -	\$ -	0.0%	0.0%
Transfers to Golf Course Fund	-	-	-	-	0.0%	-100.0%
Transfers to Debt Service Fund	313,205	300,789	363,205	431,449	76.0%	0.0%
Transfers to Senior Center	123,326	134,000	139,336	135,988	24.0%	-2.4%
Transfers to Capital Projects Fund	19,674	-	-	-	0.0%	-100.0%
<i>Total Transfers</i>	\$ 456,205	\$ 434,789	\$ 502,541	\$ 567,437	100.0%	12.9%
TOTAL EXPENSES	\$ 456,732	\$ 446,182	\$ 502,541	\$ 567,437	100.0%	12.9%

SPECIAL REVENUE FUND

Road and Transportation Fund-Peoples Transportation Tax

The Peoples Transportation Tax was enacted in November 2002. These surtax funds are to be used for road and transportation projects. It is mandated that 80% of the funds be used for roadway and right-of-way maintenance and equipment, drainage, street lighting, traffic signs, engineering, signalization, and pavement markings, etc. The remaining 20% shall be spent on transit, such as bus service, shelters, and transit related infrastructure.

Goals

Utilize People's Transportation Tax (PTT) funds to maintain city transit areas, which include street maintenance and lighting.

Objectives

Repair & replace sidewalks throughout the city to provide safe access to transit.

Continue ongoing replacement of aging underground wiring.

Provide ADA compliance measures and devices to city sidewalks.

Replace and restore pavement markings and traffic signs.
Resurface asphalt roadways and pathways as needed

FY 2012-13 Accomplishments

- Funding was approved to allow for sidewalk repairs & additions
- Replaced 25,346 linier feet of damaged sidewalk
- Restriped Roadway on Canal Street, Circle area and various locations City Wide
- Received funding for Cross Walk devices for downtown area
- All striping around the Schools City wide were re-striped
- Provided a list of 35 Street signs were replace due to fading or damage request completed

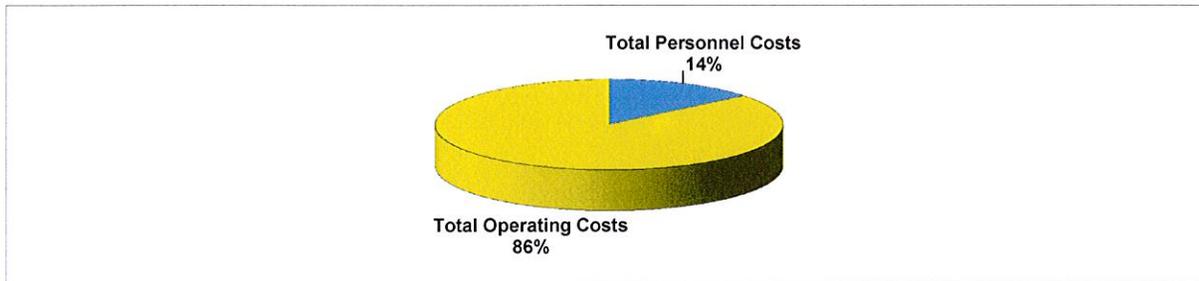
FY 2014-15 Budget Highlights

- Proposed budget is \$385,066 or 42.5% lower than FY2013/2014 since in prior years we completed significant projects using CITT funding..
- Budget Summary:

Budgeted Revenues	\$521,025(funding from CITT funds)
Budgeted Expenditures	<u>\$521,025</u>
Net cost of Department	<u>\$ -0-</u>

**PUBLIC SERVICES DEPARTMENT
ROAD AND TRANSPORTATION FUND**

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended Budget	FY 2014-15 Budget	% of Total	% Change from 2013-14
OPERATING						
Salaries	\$ 74,833	\$ 54,949	\$ 53,201	\$ 53,701	10.3%	0.9%
Payroll Taxes	4,116	4,203	3,555	3,488	0.7%	-1.9%
Pension & Retirement	7,488	8,067	6,847	7,824	1.5%	14.3%
Health Insurance	6,177	6,202	6,962	8,339	1.6%	19.8%
<i>Total Personnel Costs</i>	<i>\$ 92,614</i>	<i>\$ 73,421</i>	<i>\$ 70,565</i>	<i>\$ 73,352</i>	<i>14.1%</i>	<i>3.9%</i>
Professional Services	-	-	-	-	0.0%	#DIV/0!
Contractual Services	153,568	143,857	201,744	130,125	25.0%	-35.5%
Workmens Compensation	5,229	4,183	3,380	4,548	0.9%	34.6%
Repairs & Maintenance	183,677	282,640	584,402	311,000	59.7%	-46.8%
Fuels, Oils, Lubricants	-	816	12,000	1,000	0.2%	-91.7%
Road Materials and Supplies	788	438	1,000	1,000	0.2%	0.0%
Transfers to Capital Projects	-	-	-	-	0.0%	0.0%
<i>Total Operating Costs</i>	<i>\$ 343,262</i>	<i>\$ 431,934</i>	<i>\$ 802,526</i>	<i>\$ 447,673</i>	<i>85.9%</i>	<i>-44.2%</i>
CAPITAL OUTLAY						
Improvements Other than Bldg	7,399	600	33,000	-	0.0%	0.0%
Machinery & Equipment	36,352	-	-	-	0.0%	0.0%
<i>Total Capital Outlay</i>	<i>\$ 43,751</i>	<i>\$ 600</i>	<i>\$ 33,000</i>	<i>\$ -</i>	<i>0.0%</i>	<i>0.0%</i>
TOTAL EXPENSES	\$ 479,627	\$ 505,955	\$ 906,091	\$ 521,025	100.0%	-42.5%



Personnel Summary

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended Budget	FY 2014-15 Budget	% of Total	% Change from 2013-14
Operations Supervisor	1	1	1	1	100.0%	0.0%
DEPARTMENT TOTAL	1	1	1	1	100.0%	0.0%

Elderly Services

Mission Statement

The mission of the Elderly Services Department is to promote an enhanced quality of life for a diverse population of older adults residing in this community. In keeping with planned federal and statewide goals, this department serves as a partner and stakeholder in Florida's aging services network and shares in the common objective to help older individuals remain independent and productive. Through the City's senior center, this department provides a comprehensive and coordinated system of services to include: congregate meals, home delivered meals, nutrition education, health and wellness activities, recreation, transportation, adult education, screening and assessment, advocacy, and information and referral assistance.

Elderly Services Department

MAJOR FUNCTIONS and ACTIVITIES:

The City of Miami Springs Elderly Services Department has continued to be an essential part of this community's continuum of care by assisting older residents, age 60 and over, to maximize opportunities for self-sufficiency and personal independence. The provision of a wide range of community-based services and programming encompasses a variety of activities geared towards meeting, targeting and servicing the needs of older citizens in our community. Through ongoing management, evaluation, assessment, supervision and reporting of planned objectives over the past thirty-five years, the City's Elderly Services Department has continued to provide high quality services while serving as a partner in Florida's aging services network.

Funding for the elderly services department is provided through: City funds, OAA Title III B, III C-1, and III C-2 annual grant awards; Nutrition Services Incentive Program reimbursement; participant and private donations; monthly contributions from the Village of Virginia Gardens and other grant awards. As a recipient of Federal, State and City funds, this department must comply with all rules, regulations and reporting requirements as dictated by: the Older Americans' Act of 1965, as amended; the State of Florida Department of Elder Affairs; the United States Dept. of Agriculture; the City of Miami Springs' Code of Ordinances; and other applicable regulatory statutes. Additional program support is provided through agreements with: the Miami Springs Adult & Community School, the MSPD Community Policing Office, AARP, the Alliance for Aging, Inc., and many volunteer resources.

Service offerings and scheduled program activities include the following:

CONGREGATE MEALS: Hot lunch meals, meeting 1/3 of an older individual's "Required Daily Allowance," are served every Monday--Friday from 11:30 a.m.--12:30 p.m. to assist area seniors in maintaining a nutritionally balanced diet and to provide opportunities to socialize with their peers.

HOME DELIVERED MEALS: A limited number of lunch meals are delivered each weekday to functionally impaired, older residents who are homebound, unable to cook properly for themselves, and who have little or no additional support available.

CONGREGATE NUTRITION EDUCATION: Monthly presentations to promote better health by providing accurate nutrition information and instruction to participants are conducted by the program's consulting Registered Dietician and the Elderly Services Director.

CONGREGATE NUTRITION COUNSELING: Options and methods for improving a client's nutritional status is provided by a licensed dietician, on a one-on-one basis, to individuals who are at nutritional risk because of their poor health, nutritional history, current dietary intake, medication use or chronic illness.

Elderly Services Department

MAJOR FUNCTIONS and ACTIVITIES (continued):

HOME DELIVERED NUTRITION EDUCATION: Nutrition education information is distributed on a monthly basis to each home delivered meal client and will include the topics of nutrients, diets, food, lifestyle factors, physical fitness and health, and community nutrition resources and services.

HEALTH SUPPORT SERVICES: Monthly health and wellness activities are scheduled to include: free chair Yoga classes, senior floor Yoga classes, "Get-in-Shape" dance fitness classes, Line Dancing instruction, educational presentations, health screenings, formal evidence-based training courses and health promotion workshops.

TRANSPORTATION: Daily pick up, utilizing the City's mini-bus, is provided to older Miami Springs' residents with no means of transportation to and from the center. Additionally, weekly trips are made for grocery shopping and field trips to area malls and other places of interest are planned on a monthly basis.

RECREATION: Recreational activities, to include special events, field trips and bingo games, are planned each month to help develop a broad range of physical, mental and social skills which can be used by older persons to improve their leisure time activities. In addition, a large selection of books, audio books, magazines, jig-saw puzzles and videos are available on a free loan basis to area residents.

EDUCATION: Throughout the year, formal and informal opportunities to acquire knowledge and increased awareness are offered in such areas as: consumer information; crime and accident prevention; personal enrichment; health, safety and wellness topics; elder abuse and exploitation; City Council actions; and community resources.

SCREENING & ASSESSMENT: Standard assessment instruments are administered for the purpose of gathering information about clients at the time of enrollment or to reassess currently active clients to determine their need and eligibility for other services.

INFORMATION & REFERRAL: This service provision attempts to provide knowledgeable responses to senior inquiries and direction to specific resources and opportunities that may be available to assist them with their service needs.

Elderly Services Department

GOALS and OBJECTIVES:

GOAL: To promote better health through improved nutrition, reduce the isolation of old age through socialization, and help older citizens live with dignity.

OBJECTIVE: -Provide 28,500 nutritionally balanced, congregate lunch meals to eligible persons, particularly those in greatest economic and social need.

GOAL: To provide nutritionally sound, home-delivered meals to eligible, homebound citizens.

OBJECTIVE: -Serve 14,000 meals to frail and disabled older citizens this year.

GOAL: To provide health support activities to assist older persons in securing and utilizing necessary medical treatment as well as preventive, emergency and health maintenance services.

OBJECTIVES:

- 1) -Provide organized activities and programs of regular physical exercise at least four times each week;
- 2) -Provide health screenings and illness prevention programs to detect or prevent illness or worsening of chronic conditions on an ongoing basis throughout the year;
- 3) -Plan, solicit and coordinate programs to be sponsored by a network of publicly and privately funded organizations for the delivery of health information;
- 4) -Provide regular opportunities for older citizens to participate in recreational activities each month.

GOAL: To assure the continued local mobility of older residents who are transportationally disadvantaged.

OBJECTIVE: -Provide 10,000 one way trips and travel assistance to and from the senior center, the client's residence, the local grocery store and other local businesses, area malls and special events when possible.

GOAL: To provide formal and informal education designed to offer opportunities directed towards health improvement, personal enrichment and safety, and accessing available resources.

OBJECTIVE:

- 1) -Using a variety of instructional approaches and resources, provide informal educational programs on health, environment, economics, consumerism, crime prevention, etc. as adult education for our citizens;
- 2) -Provide formal evidence-based training workshops, in both English and Spanish, for the benefit of the 60 or older population.

Elderly Services Department

GOALS and OBJECTIVES (continued):

GOAL: To provide a formal nutrition education and counseling program for both senior center and homebound clients.

OBJECTIVE: -A registered dietician will provide consulting services and nutrition education seminars, as required by the Florida Department of Elder Affairs, in addition to regularly scheduled, monthly programs focused on promoting better health for senior center participants and home delivered meal recipients.

GOAL: To actively seek and reach target group individuals and assist them in accessing services. Collect and record data on service needs for use in planning and developing supportive services and agendas for advocacy.

OBJECTIVES:

- 1) -Screening and Assessment will be conducted annually on a one-on-one basis with all older residents utilizing departmental services, inquiring about services or referred for services;
- 2) -Comply with the Florida Department of Elder Affairs' regulations and reporting requirements utilizing the State's C.I.R.T.S. computer system. Comply with the requirements imposed by the Alliance For Aging, Inc., the designated monitoring agency;
- 3) -Provide information and referral assistance in person and via telephone;
- 4) -Conduct home visitations annually of 60 homebound elderly to monitor status and further needs.

GOAL: To provide an appropriate setting for older persons to establish a social network and meet holistic needs resulting in the stabilization or improvement of the participant's physical, mental, social and/or economic status.

OBJECTIVE: -Maintain quality paid and volunteer staffing through ongoing training, recognition and reinforcement of their responsibilities.

Elderly Services

2013-14 ACCOMPLISHMENTS:

The City of Miami Springs Elderly Services Department has achieved the stated objectives for core service offerings as required by State and Federal grantees this past year. In addition to Congregate Meals, Congregate Meals Screening, Nutrition Counseling, Nutrition Education, Home Delivered Meals, Screening and Assessment and Transportation, the Elderly Services Department has provided additional services, health and wellness support activities, educational programs and recreational opportunities. Through networking efforts, the following organizations and individuals have provided assistance in meeting departmental goals this past year: the Miami Springs Adult Education and Community School; Alliance for Aging's Health and Wellness Department; University of Miami's Miller School of Medicine; M-D County Health Department; Mount Sinai Heart Institute; Miami Springs' Mayor Xavier Garcia, Miami-Dade County Chairwoman Rebeca Sosa; Senator Rene Garcia, M-D County Mayor Carlos Gimenez; Catholic Hospice; US Postal Service Inspectors; Hearing and Speech Center of Florida; Barry University's School of Nursing; AARP; the IRS; University of Florida's IFAS Extension; the Eye Institute; S.T.E.P.S. in the Right Direction; the Alzheimer's Association of SE Florida; the Ombudsman Program; Leon Medical Center; La Colonia Medical Center; Chen Medical Center; Grannie Nannies of Miami; the MSSH School Band; M-D Transit Department; M-D County Fire Department; Florida Dept. of Highway Safety and Motor Vehicles; the SHINE Program; M-D Public Library System; M-D County Office of the Mayor; the Miami Springs' Community Policing Office and Public Works Department; Curtiss Mansion; the Xiques family; and Ralph Wakefield and the Pelican Players.

Through the coordination of community resources, older residents have been afforded the opportunity to participate in a wide range of activities this year, to include:

- free cholesterol, glucose, blood pressure, glaucoma and cataract screenings;
- ongoing evidence-based wellness courses, such as: "Programa de Manejo Personal de la Diabetes"; "Matter of Balance" and "Asunto de Equilibrio"; "Walk with Ease"; and Chronic Disease Self Management courses "Living Healthy" and "Tomando Control de su Salud";
- free seasonal influenza immunization and pneumonia shots to those 65 and over;
- free, ongoing chair Yoga classes, a "Get-in-Shape" dance fitness program, line dancing, memory fitness classes, weight training and Senior Yoga classes;
- free Income Tax Preparation Assistance and counseling by AARP Tax Aides to over 175 individuals;
- free, ongoing "Silver Surfers" computer classes in English and Spanish;
- free art classes and needle craft workshops and instruction;
- distribution of free amplified telephones for the hard of hearing;
- free, on site issuance of "Golden Passports" to qualified residents;

- monthly programs on crime prevention and safety issues by the MSPD's Community Policing Office;
- monthly presentations by the Mayor and City Council on local governmental issues;
- health presentations by local professionals on: food safety, causes and management of diabetes, blindness prevention, heart health, cancer prevention, community services, memory and warning signs, fall prevention, stress management, allergies and Hay Fever, Osteoporosis prevention, heat related illnesses, nutrition and a healthy lifestyle, stroke awareness, fire and life safety, living with low vision, and fitness for life;
- educational workshops on the following topics: elder abuse prevention, hurricane preparedness, identifying telemarketing fraud, M-D County's Special Transportation Services, Living Wills & Health Care Directives, volunteer opportunities, pedestrian safety, Medicare Part D, basics of investing and investor's rights, City permitting rules & regulations, fraudulent schemes & foreign lotteries, energy savings essentials, and
- a variety of special events, holiday celebrations, trips to Fairchild Tropical Botanic Gardens, Vizcaya, Zoo Miami, and many other recreational activities.

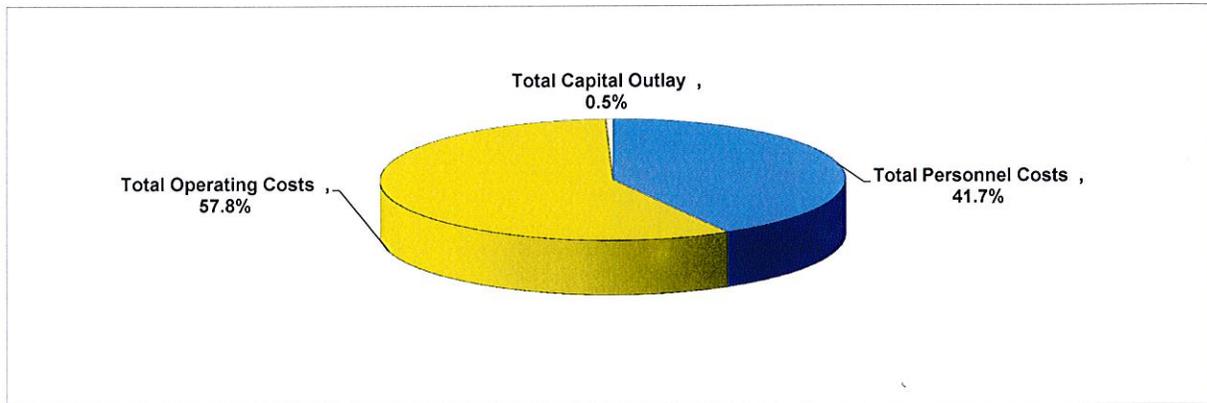
FY 2014-15 BUDGET HIGHLIGHTS:

- Proposed budget is \$ 16,467 or 4.4% lower than FY2013/2014.
- Budget Summary:

Budgeted Revenues	\$215,376
Budgeted Expenditures	<u>\$351,075</u>
Net cost of Department	<u>\$135,699</u>
- Budget includes \$1,768 for new computers.

ELDERLY SERVICES DEPARTMENT
Elderly Services Special Revenue Fund Expenditures
Consolidated to represent all funding sources

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended Budget	FY 2014-15 Budget	% of Total	% Change from 2013-14
PERSONNEL						
Salaries	\$ 73,392	\$ 76,011	\$ 75,555	\$ 75,555	21.5%	0.0%
Part Time Year Round	44,756	45,115	50,436	50,436	14.4%	0.0%
Payroll Taxes	8,576	9,239	5,069	8,765	2.5%	72.9%
Pension & Retirement	10,554	11,417	9,724	-	0.0%	-100.0%
Health Insurance	11,944	9,505	9,702	11,965	3.4%	23.3%
Workers' Compensation	1,106	312	236	315	0.1%	33.5%
Total Personnel Costs	\$ 150,328	\$ 151,599	\$ 150,722	\$ 147,036	41.9%	-2.4%
OPERATING						
Professional Services	1,448	2,215	6,215	4,765	1.4%	-23.3%
Contractual Services	16,587	15,541	12,561	12,571	3.6%	0.1%
Travel & Related Costs	-	172	350	350	0.1%	0.0%
Uniforms	186	-	280	280	0.1%	0.0%
Utility Services	8,679	9,425	8,982	8,953	2.6%	-0.3%
Repairs & Maintenance	2,055	782	3,100	3,050	0.9%	-1.6%
Rentals & Lease	1,308	1,533	1,214	1,020	0.3%	-16.0%
Advertising & Promotions	300	358	1,300	1,225	0.3%	-5.8%
Postage	67	63	108	84	0.0%	-22.2%
Office Supplies	164	95	600	600	0.2%	0.0%
Operating Supplies	135,997	133,335	160,131	148,888	42.4%	-7.0%
Dues, Memberships & Subsc.	130	125	230	230	0.1%	0.0%
Training & Education	-	-	230	-	0.0%	0.0%
Liability Insurance	6,638	7,504	7,794	10,313	2.9%	32.3%
Fleet Maintenance	2,971	2,337	3,600	3,100	0.9%	-13.9%
Fuels, Oils, Lubricant	4,928	5,200	5,000	5,000	1.4%	0.0%
Telephone/Internet	2,648	1,914	2,325	1,842	0.5%	-20.8%
Total Operating Costs	\$ 184,106	\$ 180,599	\$ 214,020	\$ 202,271	57.6%	-5.5%
CAPITAL OUTLAY						
Improvements Other than Bldg	66,118	-	-	0	0.0%	0.0%
Machinery & Equipment	-	-	2,800	1,768	0.5%	100.0%
Total Capital Outlay	\$ 66,118	\$ -	\$ 2,800	\$ 1,768	0.5%	-36.9%
TOTAL EXPENSES	\$ 400,552	\$ 332,198	\$ 367,542	\$ 351,075	100.0%	-4.5%



Personnel Summary

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended Budget	FY 2014-15 Budget	% of Total	% Change from 2013-14
Elderly Services Director	1	1	1	1	12.5%	0.0%
<i>Part-time Employee</i>						
Food Service Aide	4	4	4	4	50.0%	0.0%
Screening & Assess Specialist	1	1	1	1	12.5%	0.0%
Driver	1	1	1	1	12.5%	0.0%
Substitute driver	1	1	1	1	12.5%	0.0%
<i>Sub-total: Part-time employees</i>	<i>7</i>	<i>7</i>	<i>7</i>	<i>7</i>	<i>87.5%</i>	<i>0.0%</i>
DEPARTMENT TOTAL	8	8	8	8	100.0%	0.0%

Law Enforcement Trust Fund

The Law Enforcement Trust Fund was created under the authority of Florida State Statute Section 932.7055(4) (a). The expenditures of this fund require requests from the Chief of Police and approval by the City Council. Expenditures are restricted to items or programs which are not considered normal operating expenditures, including salaries.

The Fund is utilized to maintain a Community Policing Office (CPO) in a satellite location. This program and related facility operates year round and partially offsets the City's requirement for various match obligation, including crime prevention, drug education and school resource officer programs. The expenses incurred by the Vice, Intelligence and Narcotics units are charged to the Fund and an appropriation is made annually to provide the necessary source of funds. The Fund also provides required matching dollars for several grants which have been or will be awarded to the City.

In Addition, this fund is used to account for the criminal justice training funds received from the Clerk of the County courts. These funds are generated from traffic citations and are restricted so that they may only be used for criminal justice training.

FY2014-15 Budget Highlights or Modifications

- Proposed budget is \$140,484 or 110% lower than FY2013/2014 since there are no capital expenditures planned for FY2015..
 - Budget Summary:

Budgeted Revenues	\$140,484	(funding from Forfeiture funds)
Budgeted Expenditures	<u>\$140,484</u>	
Net cost of Department	<u>\$ -0-</u>	
-

**POLICE DEPARTMENT
Law Enforcement Trust Fund
Administration**

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended Budget	FY 2014-15 Budget	% of Total	% Change from 2013-14
OPERATING						
Professional Services	\$ -	\$ 2,510	\$ 3,630	\$ 900	1.8%	-75.2%
Investigations	2,388	-	47,800	25,000	50.1%	-47.7%
Operating Supplies	19,291	10,972	22,000	-	0.0%	0.0%
Rentals & Leases	19,296	19,296	440	24,000	48.1%	5354.5%
<i>Total Operating Costs</i>	\$ 40,975	\$ 32,778	\$ 73,870	\$ 49,900	100.0%	-32.4%
CAPITAL OUTLAY						
Machinery & Equipment	6,373	97,010	142,000	-	0.0%	0.0%
<i>Total Capital Outlay</i>	\$ 6,373	\$ 97,010	\$ 142,000	\$ -	0.0%	-100.0%
TOTAL EXPENSES	\$ 47,348	\$ 129,788	\$ 215,870	\$ 49,900	100.0%	-76.9%

POLICE DEPARTMENT
Law Enforcement Trust Fund
Community Policing Office Budget

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended Budget	FY 2014-15 Budget	% of Total	% Change from 2013-14
PERSONNEL						
OPERATING						
Professional Services	\$ 160	\$ 240	\$ 300	\$ 300	0.4%	0.0%
Contractual Services	-	-	1,000	2,500	3.5%	150.0%
Travel & Related Costs	-	5	5,000	5,000	7.1%	0.0%
Utility Services	2,198	1,756	2,300	2,300	3.3%	0.0%
Repairs & Maintenance	458	117	2,700	2,700	3.8%	0.0%
Rentals & Lease	21,157	21,134	22,584	22,584	32.0%	0.0%
Printing & Binding	-	-	1,000	1,000	1.4%	0.0%
Uniforms	-	630	1,000	1,000	1.4%	0.0%
Courier, UPS, Fedex-Overnight	-	-	250	250	0.4%	0.0%
Advertising & Promotions	1,119	784	6,500	6,500	9.2%	0.0%
Office Supplies	1,376	871	1,500	1,500	2.1%	0.0%
Operating Supplies	1,140	1,602	6,000	6,000	8.5%	0.0%
Liability Insurance	2,607	2,391	1,600	1,600	2.3%	0.0%
Dues, Memberships & Subsc.	25	25	250	250	0.4%	0.0%
Training & Education	1,096	1,323	10,000	10,000	14.2%	0.0%
Telephone & Internet	14,140	4,675	5,397	5,600	7.9%	3.8%
<i>Total Operating Costs</i>	\$ 45,476	\$ 35,553	\$ 67,381	\$ 69,084	97.9%	2.5%
CAPITAL OUTLAY						
Machinery & Equipment	-	-	3,000	1,500	2.1%	0.0%
<i>Total Capital Outlay</i>	\$ -	\$ -	\$ 3,000	\$ 1,500	2.1%	0.0%
TOTAL EXPENSES	\$ 45,476	\$ 35,553	\$ 70,381	\$ 70,584	100.0%	0.3%

POLICE DEPARTMENT
 Law Enforcement Trust Fund
 Criminal Justice Training

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended Budget	FY 2014-15 Budget	% of Total	% Change from 2013-14
OPERATING						
Training & Education	\$ -	\$ -	\$ 15,500	\$ 20,000	100.0%	0.0%
<i>Total Operating Costs</i>	\$ -	\$ -	\$ 15,500	\$ 20,000	100.0%	0.0%
TOTAL EXPENSES	\$ -	\$ -	\$ 15,500	\$ 20,000	100.0%	0.0%

ENTERPRISE FUNDS

Public Services - Sanitation Fund

The Sanitation Division of the Public Works Department is responsible for the collection of all garbage and bulk trash from residential properties in the city. Over 4,300 customers receive twice weekly garbage service and weekly bulk trash service.

Goals

Provide timely and efficient service to all residential solid waste customers.
Decrease incidents of property damage caused by our collection vehicles.

Objectives

Replace deteriorated containers to maintain the efficiency of the automated garbage collection vehicles.

Provide documentation of excessive trash to the Finance Department for billing.

Institute a regular program of safety awareness with drivers.

Continued maintenance of all swales and alley-ways, damaged by trash collection.

FY 2013-14 Accomplishments

- Took delivery of two Automated Garbage Trucks
- We have replaced 121 90 Gallon Containers City wide
- Have produced a total of 27 excessive bulk trash invoices to Finance
- Established rotation of drivers on various routes to improve service

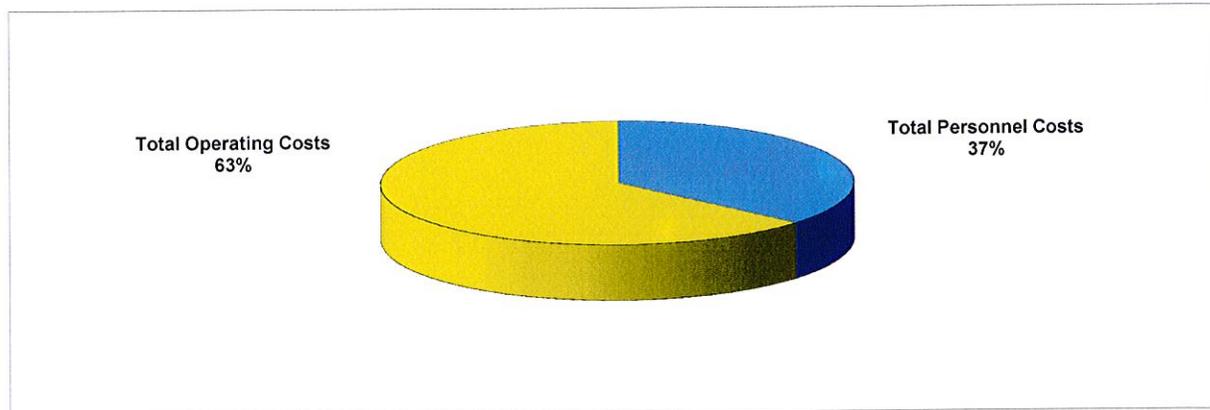
FY 2014-15 Budget Highlights

- Proposed budget is \$3,041 or 0.2% higher than FY2013/2014.
- Budget Summary:

Budgeted Revenues	\$2,346,921	(Funding from fees for services)
Budgeted Expenditures	<u>\$2,346,921</u>	
Net cost of Department	<u>\$ -0-</u>	

SANITATION FUND
Sanitation Operations - Expenditure Detail

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended Budget	FY 2014-15 Budget	% of Total	% Change from 2013-14
PERSONNEL						
Salaries	\$ 524,526	\$ 557,029	\$ 564,966	\$ 548,447	23.4%	-2.9%
Overtime	14,374	16,280	14,000	16,500	0.7%	0.0%
Payroll Taxes	41,684	40,834	35,336	32,172	1.4%	-9.0%
Pension & Retirement	68,747	70,886	66,285	66,833	2.8%	0.8%
Health Insurance	93,642	90,954	105,398	130,167	5.5%	23.5%
Workers' Compensation	114,747	60,102	47,669	61,700	2.6%	29.4%
<i>Total Personnel Costs</i>	<i>\$ 857,720</i>	<i>\$ 836,085</i>	<i>\$ 833,654</i>	<i>\$ 855,819</i>	<i>36.5%</i>	<i>2.7%</i>
OPERATING						
Professional Services	2,850	-	-	-	0.0%	0.0%
Contractual Services	614,158	598,462	735,101	670,000	28.5%	-8.9%
Repairs & Maintenance	1,590	2,768	3,000	3,000	0.1%	0.0%
Credit Card Fees	12,525	-	-	-	0.0%	#DIV/0!
County Collection Fees	7,689	3,351	3,800	1,200	0.1%	100.0%
Operating Supplies	13,245	30,526	22,000	22,000	0.9%	0.0%
Fuels, Oils, Lubricants	76,205	73,984	65,000	80,000	3.4%	23.1%
Depreciation (non cash)	54,074	54,074	54,400	85,000	3.6%	56.3%
Bad Debt Expense	(29,773)	(13,624)	-	-	0.0%	0.0%
Liability Insurance	26,431	27,622	29,740	32,413	1.4%	9.0%
Fleet Maintenance	145,181	187,274	121,000	121,000	5.2%	0.0%
Management Fee to Gen. Fund	450,000	470,000	470,000	470,000	20.0%	0.0%
Telephone/Internet	4,839	2,773	2,385	1,053	0.0%	-55.8%
<i>Total Operating Costs</i>	<i>\$ 1,379,014</i>	<i>\$ 1,437,210</i>	<i>\$ 1,506,426</i>	<i>\$ 1,485,666</i>	<i>63.3%</i>	<i>-1.4%</i>
DEBT SERVICE						
Interest	5,837	3,852	3,800	5,436	0.2%	100.0%
<i>Total Debt Service</i>	<i>\$ 5,837</i>	<i>\$ 3,852</i>	<i>\$ 3,800</i>	<i>\$ 5,436</i>	<i>0.2%</i>	<i>100.0%</i>
TOTAL EXPENSES	\$ 2,242,571	\$ 2,277,147	\$ 2,343,880	\$ 2,346,921	100.0%	0.1%



Personnel Summary

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended Budget	FY 2014-15 Budget	% of Total	% Change from 2013-14
Sanitation Foreman	1	1	0	1	7.7%	0.0%
Administrator to PW Director	0	0	1	0	0.0%	-100.0%
Automated Equipment Operator	6	6	6	6	46.2%	0.0%
Refuse Truck Driver	4	4	4	4	30.8%	0.0%
Refuse Collector	2	2	2	2	15.4%	0.0%
FUND TOTAL	13	13	13	13	100.0%	0.0%

Public Services - Storm-water Fund

The Storm-water Division ensures that all drains and outlets are free of debris and allows excess storm water run off to flow freely from the drainage system.

Specific functions of this Division include the cleaning of drains, inlets, outlets, ditches, canals and culverts. Maintenance of the canals is also an integral function included in this Division, requiring routine aquatic weed control and debris removal.

Goals

Complete the ongoing drainage improvements as prioritized in the Storm-water Master Plan.

Optimize the capacity of the existing storm drainage system

Remain in compliance with all National Pollution Discharge Elimination Standards (NPDES) requirements.

Objectives

Provide oversight and manage storm drainage projects.

Continue with program of systematic storm drainage system cleaning, using the Jet-Vac truck.

FY 2012-13 Accomplishments

- Took delivery of new VAC Truck
- 80 Work Orders completed for NPDES Inspections
- 7998 Linear feet of pipe was jetted
- 80 Work Orders completed for cleaning drain bottoms
- 28 Work Orders completed for debris removal on top of drains
- Received funding for storm water additions to the 300 block of North Royal Poinciana Blvd.
- 15 Work Requests For Rocking & Grading Alleys

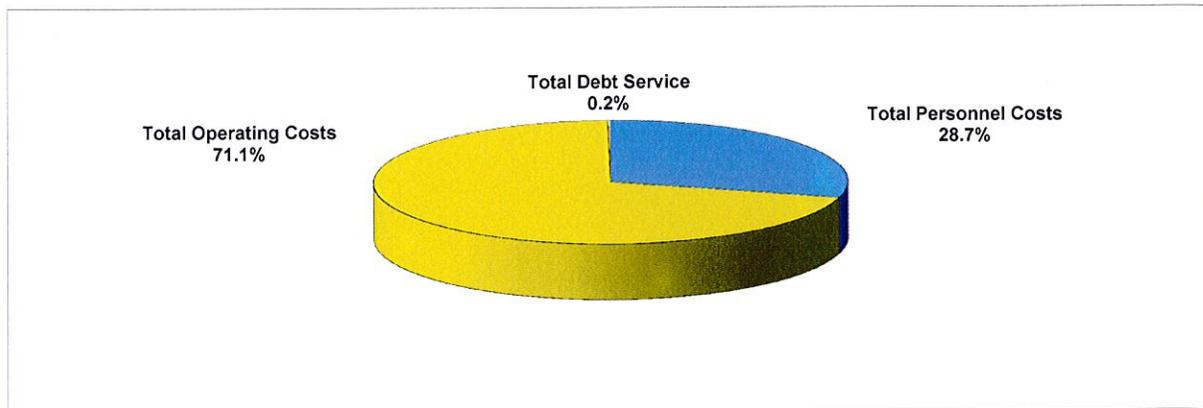
FY 2014-15 Budget Highlights

- Proposed budget is \$49,183 or 10.7% higher than FY2013/2014.
- Budget Summary:

Budgeted Revenues	\$510,364(Funding from fees for services)
Budgeted Expenditures	<u>\$510,364</u>
Net cost of Department	<u>\$ -0-</u>

STORMWATER FUND
Storm Water Operations - Expenditure Detail

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended Budget	FY 2014-15 Budget	% of Total	% Change from 2013-14
PERSONNEL						
Salaries	\$ 82,188	\$ 90,055	\$ 93,650	\$ 93,505	18.3%	-0.2%
Overtime	277	206	-	1,500	0.3%	0.0%
Payroll Taxes	5,632	6,917	5,660	5,028	1.0%	-11.2%
Pension & Retirement	10,455	13,478	12,400	13,624	2.7%	9.9%
Health Insurance	13,812	18,729	22,813	28,278	5.5%	24.0%
Workers' Compensation	1,135	8,178	6,121	7,920	1.6%	29.4%
Total Personnel Costs	\$ 113,499	\$ 137,563	\$ 140,644	\$ 149,855	29.4%	6.5%
OPERATING						
Professional Services	14,907	1,020	34,600	34,600	6.8%	0.0%
Contractual Services	2,825	7,140	10,275	10,275	2.0%	0.0%
Utility Services	90	91	93	93	0.0%	0.0%
Repairs & Maintenance	4,630	29,207	15,000	15,000	2.9%	0.0%
Credit Card Fees	3,740	-	-	-	0.0%	#DIV/0!
Operating Supplies	2,779	3,212	3,000	5,000	1.0%	66.7%
Fuels, Oils, Lubricants	5,899	4,906	5,500	5,500	1.1%	0.0%
WASA collection fees	12,335	13,795	-	9,500	1.9%	100.0%
Depreciation (non cash)	148,978	155,933	149,000	178,000	34.9%	19.5%
Bad Debt Expense	(7,250)	(334)	-	-	0.0%	0.0%
Liability Insurance	28,506	27,540	29,084	30,088	5.9%	3.5%
Fleet Maintenance	11,106	13,575	10,100	10,500	2.1%	4.0%
Management Fee to Gen. Fund	55,000	60,000	60,000	60,000	11.8%	0.0%
Telephone/Internet	4,682	2,773	2,385	1,053	0.2%	-55.8%
Total Operating Costs	\$ 288,227	\$ 318,858	\$ 319,037	\$ 359,609	70.5%	12.7%
DEBT SERVICE						
Interest	1,440	971	1,500	900	0.2%	-40.0%
Total Debt Service	\$ 1,440	\$ 971	\$ 1,500	\$ 900	0.2%	-40.0%
TOTAL EXPENSES	\$ 403,166	\$ 457,392	\$ 461,181	\$ 510,364	100.0%	10.7%



Personnel Summary

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended Budget	FY 2014-15 Budget	% of Total	% Change from 2013-14
Maintenance Worker I	1	1	2	2	66.7%	0.0%
Heavy Equipment Operator	1	1	1	1	33.3%	0.0%
FUND TOTAL	2	2	3	3	100.0%	0.0%

DEBT SERVICE FUND

Debt Service Fund

Mission Statement

**To optimize City resources in
obtaining funds for City projects.**

Debt Service Fund

This fund accounts for the principal and interest payments on all of the City's debt including the City's \$5 million Golf Course Refunding Bond, The \$1.6 million Energy Conservation Bond and the Community Center Revenue Bond. These bonds are being paid through an inter-fund transfer from the Department responsible for the debt to the Debt Service Fund.

Goals

To finance projects utilizing the most cost effective methods, while minimizing the restrictions that would hinder the future borrowing capacity of the City.

Objectives

To account for the servicing of general long-term debt not being financed by proprietary or non-expendable trust funds, and to maintain the highest possible bond ratings for the marketability of the City's debt.

2013-14 Accomplishments

- All bond payments were timely paid and the City is in compliance with the Bond Indenture Covenants.

2014-15 Budget Highlights

- Proposed budget is \$ 494,532 or 71% higher than FY2013/2014.
- Increase is due to the budgeting of approx. \$438,000 to cover the first year debt service of the new aquatic center borrowing.
- Budget Summary:

Budgeted Revenues	\$	-0-
Budgeted Expenditures	\$	<u>1,194,445</u>
Net cost of Department	\$	<u>1,194,445</u>

**CITY OF MIAMI SPRINGS
DEBT SERVICE FUND**

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended Budget	FY 2014-15 Budget	% of Total	% Change from 2013-14
OPERATING						
Principal	\$ 428,297	\$ 440,297	\$ 574,315	\$ 891,391	74.6%	55.2%
Interest	140,282	128,506	125,598	303,054	25.4%	141.3%
Administrative charges	-				0.0%	0.0%
TOTAL EXPENSES	\$ 568,579	\$ 568,803	\$ 699,913	\$ 1,194,445	100.0%	70.7%

CAPITAL IMPROVEMENT PLAN

CAPITAL IMPROVEMENTS PLAN

Following is the city's capital improvements plan for FY14-15 and a five year projection. Included in the plan are capital expenditures and capital projects. They are defined as follows:

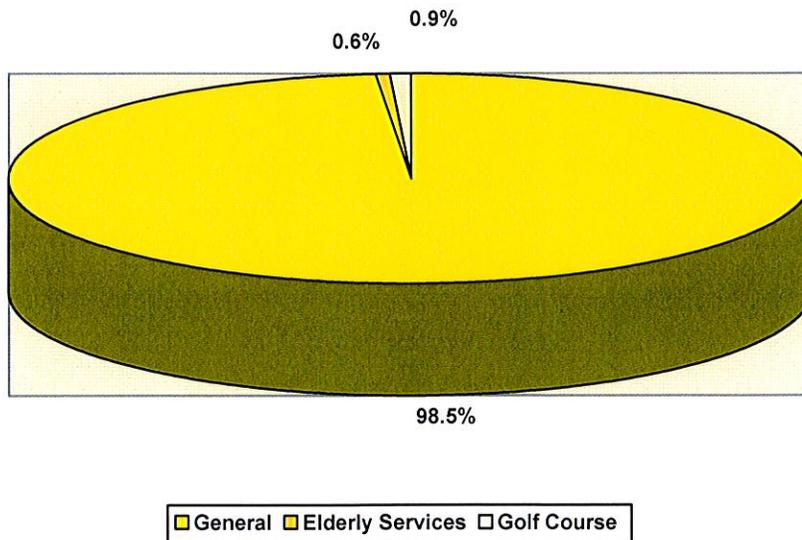
Capital Expenditures- Charges for the acquisition at the delivered price including transportation costs of equipment, land, buildings, or improvements of land or buildings, fixtures, and other permanent improvements with a value in excess of \$1,000 and a useful life expectancy of more than one year.

Capital Projects- An undertaking that has a specific objective, can be easily distinguishable from other work being performed, has a definite beginning and end, does not occur annually, and has a total cost in excess of \$50,000.

Following are graphic comparisons of budgeted capital and a detailed listing of capital by department and fund. In all cases, when departments submit their capital budgets, the requests for capital outlay must have an indication of the effect on operating costs and income.

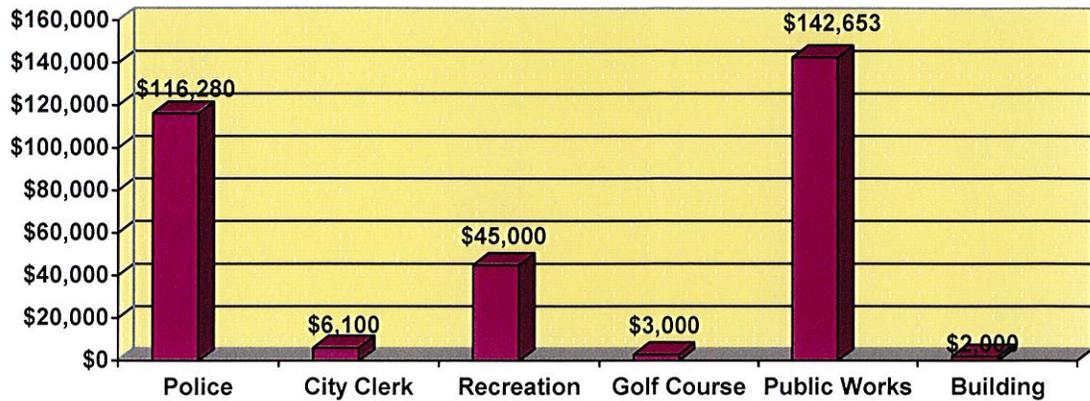
Below are graphic illustrations of planned capital expenditures for FY14-15 broken out for General Fund by department and in total by fund.

2014-15 Capital Improvements-All Funds



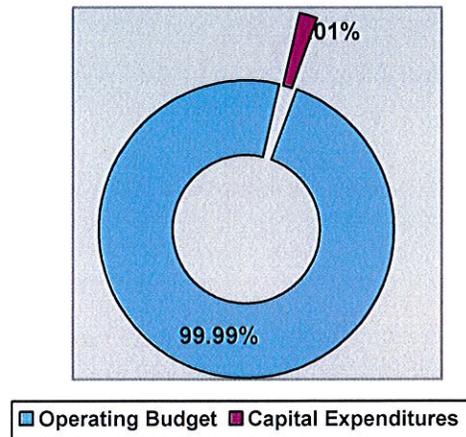
CAPITAL IMPROVEMENTS PLAN

General Fund Capital FY 14-15



The chart below shows the relationship between the operating budget-all funds and capital expenditures for FY14-15. *These acquisitions will result in no impact on future operating costs of the city.*

FY 14-15 Operating-Capital Budgets



CAPITAL PROJECTS SUMMARY

Following is a listing of major capital projects planned for the city. The projects are listed out in detail on the following pages. Also shown, is the impact that the project will have on operating funds once the project is completed. The amount of impact is referred to in the following terms: Positive, Negligible, Slight, Moderate and High. Examples of what might have an impact on the operating budget due to a capital project are new staff needed, maintenance, and daily operations (utilities, supplies). Depreciation expense is not considered in the impact which is consistent with the city's budgeting procedures.

Positive- The project will either generate some revenue to offset expenses or will actually reduce operating costs.

Negligible-The impact will be very small. It will generate less than \$10,000 per year in increased operating procedures.

Slight-The impact will be between \$10,001 and \$50,000 in increased operating expenditures.

Moderate- The impact will be between \$50,001 and \$100,000 in increased operating expenditures.

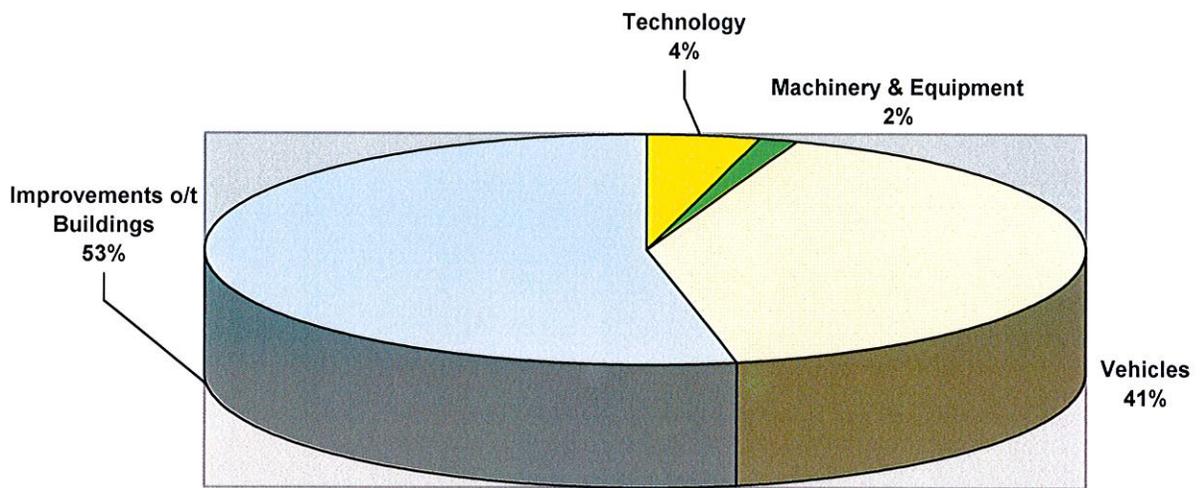
High- This project will cause an increase in operating expenditures of \$100,001 or more annually.

Although some projects are hard to define as far as impact on the operating budget, we have done our best to estimate what future expenditures will be necessary in relation to the project. For an example of the type of impact, see the specific project sheet on the following pages.

CAPITAL IMPROVEMENTS BY TYPE

Following is a graphic comparison of the Capital Improvements Plan by type of improvement. It is useful to see what types of improvements the city has planned for the FY14-15.

Capital Improvements By Type FY 14-15



**CITY OF MIAMI SPRINGS
CAPITAL EXPENDITURE SUMMARY-ALL FUNDS**

Below is a summary of all capital expenditures included in the budget for FY 2014-15

BY FUND	BY DEPARTMENT	BY CATEGORY	BY CATEGORY	
General	City Clerk	6,100	Vehicles	129,599
Road & Transportation	Building & Code	2,000	Technology	12,868
Elderly services	Information Technology	-	Machinery & Equipment	5,000
Golf Course	Police	116,280	Improvements O/T	169,334
Sanitation	LETTF	-	Buildings	-
Stormwater	Public Services	142,653	Buildings	-
LETTF	Recreation	45,000		
Capital Projects	Road & Transportation	1,768		
	Elderly services	3,000		
	Golf Course	-		
	Sanitation	-		
	Stormwater	-		
	LETTF	-		
	Capital Projects	-		
Total	Total	\$ 316,801	Total	\$ 316,801

These acquisitions will result in no impact on future operating costs of the city.

CITY OF MIAMI SPRINGS
FY 2014-2015 Budget
CAPITAL EXPENDITURE SUMMARY-ALL FUNDS

Department	Total Budgeted	Description of expenditure	
City Clerk	\$ 6,100	Lazerfiche software	6,100
			<u>6,100</u>
Recreation	\$ 45,000	Stafford Park Pavillion (payback in 7 years)	45,000
B&Z	\$ 2,000	Perforator machine	2,000
			<u>2,000</u>
Golf Course	\$ 3,000	Range picker	3,000
			<u>3,000</u>
Police	\$ 116,280	Three marked cars @ 26,250 each	73,428
		Three sets of light bars, deck lights, strobes, cages @\$5250 each	15,000
		Two new Harley FLHP motorcycles	22,852
		Computers for Police Dept	5,000
			<u>116,280</u>
Public Works	\$ 142,653	Upgrade existing pump system with vehicle tag system	18,319
		City Hall roof replacement	90,000
		Instalation of additional electrical service points-1st block Curtiss Pkwy	4,963
		Instalation of additional electrical service points-2nd block Curtiss Pkwy	9,871
		Re-stripe public parking lot behind Farm Stores	3,000
		Re-location of 3 light poles on NRP and Rio Vista Dr required by SFWM	16,500
			<u>142,653</u>
Elderly Services	\$ 1,768	HP Computer	1,768
			<u>1,768</u>
			-
Total	\$ 316,801	Total	\$ 316,801

5 YEAR CAPITAL IMPROVEMENT PLAN

**CITY OF MIAMI SPRINGS
CAPITAL IMPROVEMENT PLAN (5 YEARS)**

	SOURCE OF FUNDING	2015-2016	2016-2017	2017-2018	2018-19	2019-20	Totals
POLICE							
Police Cars	Revenues	139,113	143,286	147,585	152,013	156,573	738,570
Motorcycles	Revenues	-	50,000	-	53,000	-	103,000
Police radars	Revenues	3,600	-	3,900	-	4,200	11,700
Computer and Radio Equipment	Revenues	15,000	15,000	15,000	20,000	15,000	80,000
Vehicle Emergency Equipment	Revenues	3,005	3,216	3,441	3,613	3,866	17,141
New Local Frequency Radio repeater	Revenues	-	50,000	-	-	-	50,000
New PSA Light Pickup Truck	Revenues	-	25,000	-	-	-	25,000
New PSA Hybrid Vehicle	Revenues	-	30,000	-	-	-	30,000
New Police Building	Revenues	-	-	-	2,500,000	-	2,500,000
GOLF COURSE							
Maintenance Equipment	Revenues	-	100,000	100,000	100,000	100,000	400,000
Cart Barn	Revenues	-	300,000	-	-	-	300,000
T-Boxes	Revenues	-	-	-	180,000	-	180,000
New restrooms	Revenues	40,000	-	-	-	-	40,000
Chemical wash down-DERM	Revenues	-	-	168,000	-	-	168,000
Golf cart wash down-DERM	Revenues	-	50,000	-	-	-	50,000
Maintenance Yard paving-DERM	Revenues	38,000	-	-	-	-	38,000
Sewer lines connections-DERM	Revenues	-	234,000	66,000	-	-	300,000
Paving cart barn area-DERM	Revenues	-	-	25,000	-	-	25,000
Renovate sand bunkers	Revenues	30,000	-	-	-	-	30,000
INFORMATION TECHNOLOGY							
Server - FS1	Revenues	-	5,500	-	-	-	5,500
Server - Exchange	Revenues	5,000	-	-	-	-	5,000
Server - MSSQL1	Revenues	-	4,500	-	-	-	4,500
Server -MSSTOR1 and 2 / Optiview	Revenues	11,000	-	-	-	-	11,000
Server Virtualization unit 1	Revenues	-	-	8,000	-	-	8,000
Finance-Professional Services							
Electronic message board-Circle	Revenues	-	-	-	-	50,000	50,000
RECREATION							
Tennis Courts at the Golf Course	Revenues	-	-	-	-	550,000	550,000
Perimeter Fence at Prince Field	Revenues	-	30,000	-	-	-	30,000
Replace Playground Surface at Prince/Pdove	Revenues	10,000	-	-	-	10,000	20,000
Replace Bleacher at Prince with Shade Structure	Revenues	-	80,000	-	-	-	80,000
Replace Mounds at Prince Field	Revenues	3,400	-	-	-	-	3,400
Replace Vita Course at Stafford Park	Revenues	-	70,000	-	-	-	70,000
Repave Vita Course Track	Revenues	125,000	-	-	-	-	125,000
Vita Course Lighs	Revenues	-	-	-	165,000	-	165,000
5 Tier bleachers for Community Center	Revenues	-	-	-	16,000	-	16,000
10 Neighborhood Pocket Parks	Revenues	-	25,000	25,000	25,000	25,000	100,000
Dog Park Canopy	Revenues	-	-	-	20,000	-	20,000
Laser Grade and Clay to Ballfields	Revenues	30,000	-	-	-	-	30,000
Community Center paint	Revenues	-	-	50,000	-	-	50,000
Re-sod Prince Field	Revenues	-	150,000	-	-	150,000	300,000
Re-Paint Concession Stands at Stafford	Revenues	15,000	-	-	-	-	15,000
Replace Playground at Prince Field	Revenues	-	100,000	-	-	-	100,000
Resurface and Repaint Gym Floor w/ City Logo	Revenues	-	-	-	20,000	-	20,000
Resurface Gym Floor	Revenues	5,000	-	5,000	-	5,000	15,000
Replace Playground at Peavy Dove	Revenues	-	50,000	-	-	-	50,000
Tables/Trash Receptackes at Dog Park and Tennis	Revenues	-	-	20,000	-	-	20,000
Senior's Exercise Zone	Revenues	-	10,000	10,000	-	-	20,000
Drainage Issue at Stafford Park	Revenues	-	-	100,000	-	-	100,000
New Aquatic Complex	Debt	5,000,000	-	-	-	-	5,000,000
New Dug-Outs at Peavy Dove	Revenues	-	-	25,000	-	-	25,000
Ballfield Scoreboard	Revenues	-	-	25,000	-	-	25,000
Replace Irrigation on Ball Fields	Revenues	30,000	-	-	-	-	30,000
PUBLIC WORKS							
pickup trucks	Revenues	-	30,000	30,000	-	-	60,000
Stormshutters for Country Club	Revenues	-	65,000	-	-	-	65,000
Replace Existing Concrete Curbing Around Perimeter Of Main Circle	Revenues	30,000	-	-	-	-	30,000
Re-building the gazebo on the Circle possibly in concrete	Revenues	-	-	-	55,000	-	55,000
Re-roofing main Building at Public Works	Revenues	-	65,000	-	-	-	65,000
Re-roof City Hall	Revenues	90,000	-	-	-	-	90,000
Replace three A/C units at the Country Club	Revenues	25,000	-	-	-	-	25,000
Decorative street lights-Westward-esplanade	Revenues	-	-	-	225,000	-	225,000
Decorative street lights-Circle-hook Square area	Revenues	-	-	-	190,000	-	190,000
Electrical for Circle (underground wiring)	Revenues	-	-	-	55,000	55,000	110,000
Curtis Parkway Circle Parking Lot	Revenues	-	-	-	500,000	-	500,000
TOTAL GENERAL FUND		5,648,118	1,685,502	826,926	4,279,626	1,124,639	13,564,811

**CITY OF MIAMI SPRINGS
CAPITAL IMPROVEMENT PLAN (5 YEARS)**

		SOURCE OF FUNDING	2015-2016	2016-2017	2017-2018	2018-19	2019-20	Totals
ELDERLY SERVICES								
	Building replacement/addition	Revenues				500,000	-	500,000
	New bus	Revenues	-		40,000	-	-	40,000
	TOTAL SENIOR CENTER		-	-	40,000	-	-	540,000
ROAD AND TRANSPORTATION								
	streetlight improvements	CITT Funds	100,000	115,000	115,000	75,000	80,000	485,000
	street/sidewalk milling and resurfacing	CITT Funds	60,000	70,000	70,000	100,000	100,000	400,000
	TOTAL ROAD & TRANS.		160,000	185,000	185,000	175,000	180,000	885,000
SANITATION								
	New Sanitation Vehicles	Revenues		110,000	125,000		300,000	535,000
	New sanitation sump trucks	Revenues		55,000	55,000			110,000
STORMWATER								
	drainage/pump station improvements	Grant/Revenues	300,000	-	-	300,000	225,000	825,000
	TOTAL ENTERPRISE FUNDS		300,000	165,000	180,000	300,000	525,000	1,470,000
	TOTAL ALL FUNDS		6,108,118	2,035,502	1,231,926	4,754,626	1,829,639	16,459,811

CHANGES IN FUND BALANCES/NET ASSETS

CITY OF MIAMI SPRINGS
Projected Changes in Fund Balance- General Fund

The General Fund is used to account for all financial resources of the City, which are not legally required to be accounted for in another fund. It is the chief operating fund of the City.

	FY11-12 Actual	FY12-13 Actual	FY13-14 Amended Budget	FY14-15 Budget	% of Total	% Change from 2013-14
Beginning Balance	\$ 4,903,778	\$ 4,394,464	\$ 3,692,341	\$ 3,564,272		
Revenues/Sources						
Taxes	5,812,001	5,823,021	6,724,332	6,977,607	45.0%	3.8%
Franchise Fees	880,356	873,906	900,000	875,000	5.6%	-2.8%
Utility Taxes	1,698,398	1,758,170	1,775,000	1,681,000	10.8%	-5.3%
Licenses and Fees	488,148	740,407	777,200	974,700	6.3%	25.4%
Intergovernmental Revenues	1,888,959	1,990,594	1,963,613	1,946,297	12.5%	-0.9%
Charges for Services	2,101,479	1,983,774	2,095,830	2,292,361	14.8%	9.4%
Fines and Forfeitures	455,545	526,592	470,914	462,682	3.0%	-1.7%
Interest Income	29,701	5,389	9,000	9,000	0.0%	0.0%
Miscellaneous	257,057	277,807	240,962	252,900	1.6%	5.0%
Interfund Transfers	542,153	-	-	-	0.0%	0.0%
Proceeds from Debt	-	-	624,996	45,000	0.0%	0.0%
Total revenues/sources	14,153,795	13,979,661	15,581,847	15,516,547	100.0%	-0.4%
Expenditures/Uses						
General Government	\$ 2,612,271	\$ 2,385,340	\$ 2,375,743	\$ 2,387,690	15.6%	0.5%
Public Safety	6,377,519	6,396,489	6,544,351	6,652,504	43.3%	1.7%
Public Services	1,903,820	1,755,072	1,542,222	1,635,865	10.7%	6.1%
Recreation and Culture	3,107,021	3,503,822	4,745,059	4,105,644	26.7%	-13.5%
Interfund Transfers Out	662,478	641,062	502,541	567,437	3.7%	12.9%
Total Expenditures/uses	\$ 14,663,109	\$ 14,681,784	\$ 15,709,916	\$ 15,349,140	100.0%	-2.3%
Excess(Deficit) of revenues over expenditures	\$ (509,314)	\$ (702,123)	\$ (128,069)	\$ 167,408		-230.7%
Ending Balances	\$ 4,394,464	\$ 3,692,341	\$ 3,564,272	\$ 3,731,680		-4.70%

CITY OF MIAMI SPRINGS
Projected Changes in Fund Balance- Road and Transportation Fund

The Road and Transportation fund is used to account for the receipts and disbursements of funds earmarked for transportation and road improvements. Funds are provided from the Peoples' Transportation Tax.

	FY11-12 Actual	FY12-13 Actual	FY13-14 Amended Budget	FY14-15 Budget	% of Total	% Change from 2013-14
Beginning Balance	\$ 933,965	\$ 418,562	\$ 422,685	\$ 20,333		
Revenues/Sources						
Intergovernmental Revenues	470,428	494,887	503,738	503,889	96.7%	0.0%
Miscellaneous	14,953	15,194	-	17,136	3.3%	0.0%
Total revenues/sources	485,381	510,081	503,738	521,025	100.0%	3.4%
Expenditures/Uses						
Public Services	458,631	505,957	906,090	521,025	100.0%	-42.5% x
Interfund transfers out	542,153	-	\$0			
Total Expenditures/uses	\$ 1,000,784	\$ 505,957	\$ 906,090	\$ 521,025	100.0%	-42.5%
Excess(Deficit) of revenues over expenditures	\$ (515,403)	\$ 4,123	\$ (402,352)	\$ (0)		-100.0%
Ending Balances	\$ 418,562	\$ 422,685	\$ 20,333	\$ 20,333		0.0%

CITY OF MIAMI SPRINGS
Projected Changes in Fund Balance-Elderly Services

The Senior Center Fund accounts for federal grant funding related to assistance for the elderly, as well as the City's matching contribution as required by the grant agreements.

	FY11-12 Actual	FY12-13 Actual	FY13-14 Amended Budget	FY14-15 Budget	% of Total	% Change from 2013-14
Beginning Balance	\$ 18,869	\$ -	\$ (0)	\$ (0)		
Revenues/Sources						
Intergovernmental Revenues	235,464	177,894	197,001	197,001	56.1%	0.0%
Charges for services	22,891	20,303	18,375	18,375	5.2%	0.0%
Interfund Transfers	123,326	134,000	152,167	135,699	38.7%	-10.8%
Total revenues/sources	381,682	332,197	367,543	351,075	100.0%	-4.5%
Expenditures/Uses						
Recreation and Social Services	400,551	332,197	367,543	351,075	100.0%	-4.5% x
Total Expenditures/uses	\$ 408,662	\$ 332,197	\$ 367,543	\$ 351,075	100.0%	-4.5%
Excess(Deficit) of revenues over expenditures	\$ (18,869)	\$ (0)	\$ -	\$ -		0.0%
Ending Balances	\$ -	\$ (0)	\$ (0)	\$ (0)		0

CITY OF MIAMI SPRINGS
Projected Changes in Fund Balance- Debt Service Fund

The Debt Service Fund is used to account for the revenues and expenditures related to general government debt services..

	FY11-12 Actual	FY12-13 Actual	FY13-14 Amended Budget	FY14-15 Budget	% of Total	% Change from 2013-14
Beginning Balance	\$ 111,518	\$ 62,417	\$ 675	\$ 675		
Revenues/Sources						
Interfund Transfers	519,478	507,062	699,913	1,194,445	100%	0.0%
Total revenues/sources	519,478	507,062	699,913	1,194,445	100%	70.7%
Expenditures/Uses						
Principal Payments	428,297	440,297	574,315	891,391	75%	55.2%
Interest Payments	140,282	128,506	125,598	303,054	25%	141.3%
Administrative Expenses	-	-	-	-	0%	0.0%
Total Expenditures/uses	\$ 568,579	\$ 568,804	\$ 699,913	\$ 1,194,445	100%	70.7% x
Excess(Deficit) of revenues over expenditures	\$ (49,101)	\$ (61,742)	\$ -	\$ -		#DIV/0!
Ending Balances	\$ 62,417	\$ 675	\$ 675	\$ 675		0.0%

CITY OF MIAMI SPRINGS
Projected Changes in Fund Balance- Law Enforcement Trust Fund

The Law Enforcement Trust Fund is used to account for the receipts of funds related to property seized from various federal and state agencies. These funds are restricted for law enforcement purposes only.

	FY11-12 Actual	FY12-13 Actual	FY13-14 Amended Budget	FY14-15 Budget	% of Total	% Change from 2013-14
Beginning Balance	\$ 887,500	\$ 874,725	\$ 760,558	\$ 468,807		
Revenues/Sources						
Intergovernmental Revenues	-	-	-	-	0.0%	0.0%
Fines and Forfeitures	78,769	49,422	-	-	0.0%	0.0%
Interest Income	1,281	1,750	10,000	3,000	100.0%	100.0%
Total revenues/sources	80,050	51,172	10,000	3,000	100.0%	-70.0%
Expenditures/Uses						
Public Safety	92,825	165,339	301,751	140,484	100.0%	-53.4%
Total Expenditures/uses	\$ 92,825	\$ 165,339	\$ 301,751	\$ 140,484	100.0%	-53.4%
Excess(Deficit) of revenues over expenditures	\$ (12,775)	\$ (114,167)	\$ (291,751)	\$ (137,484)		-52.9%
Ending Balances	\$ 874,725	\$ 760,558	\$ 468,807	\$ 331,323		-29.3%

CITY OF MIAMI SPRINGS
Projected Changes in Net Assets-Sanitation

The Sanitation Fund accounts for the City's revenues and expenses of the sanitation department.

	FY11-12 Actual	FY12-13 Actual	FY13-14 Amended Budget	FY14-15 Budget	% of Total	% Change from 2013-14
Beginning Net Assets	\$ 957,178	\$ 835,761	\$ 796,450	\$ 796,450		
Revenues/Sources						
Charges for Services	2,155,918	2,250,635	2,343,880	2,324,808	99.1%	-0.8%
Miscellaneous	1,008	1,124	-	22,113	0.0%	0.0%
Total revenues/sources	<u>2,156,926</u>	<u>2,251,759</u>	<u>2,343,880</u>	<u>2,346,921</u>	<u>100.0%</u>	<u>0.1%</u>
Expenditures/Uses						
Operating Expenses	2,272,342	2,291,070	2,343,880	2,346,921	100.0%	0.1%
Total Expenditures/uses	<u>\$ 2,272,342</u>	<u>\$ 2,291,070</u>	<u>\$ 2,343,880</u>	<u>\$ 2,346,921</u>	<u>100.0%</u>	<u>0.1%</u>
Excess(Deficit) of revenues over expenditures	\$ (115,417)	\$ (39,311)	\$ -	\$ 0		0.0%
Ending Net Assets	<u>\$ 835,761</u>	<u>\$ 796,450</u>	<u>\$ 796,450</u>	<u>\$ 796,450</u>		<u>0.0%</u>

CITY OF MIAMI SPRINGS
Projected Changes in Net Assets-Stormwater

The Stormwater Fund accounts for the City's revenues and expenses of the stormwater department.

	FY11-12 Actual	FY12-13 Actual	FY13-14 Amended Budget	FY14-15 Budget	% of Total	% Change from 2013-14
Beginning Net Assets	\$ 3,067,974	\$ 2,951,246	\$ 2,773,404	\$ 2,562,723		
Revenues/Sources						
Charges for Services	293,196	279,319	250,000	275,000	99.8%	10.0%
Interest Income	492	565	500	500	0.2%	0.0%
Total revenues/sources	<u>293,688</u>	<u>279,884</u>	<u>250,500</u>	<u>275,500</u>	100.0%	10.0%
Expenditures/Uses						
Operating Expenses	410,416	457,726	461,181	510,364	100.0%	10.7%
Total Expenditures/uses	<u>\$ 410,416</u>	<u>\$ 457,726</u>	<u>\$ 461,181</u>	<u>\$ 510,364</u>	100.0%	10.7%
Excess(Deficit) of revenues over expenditures	\$ (116,728)	\$ (177,842)	\$ (210,681)	\$ (234,864)		11.5%
Ending Net Assets	<u>\$ 2,951,246</u>	<u>\$ 2,773,404</u>	<u>\$ 2,562,723</u>	<u>\$ 2,327,859</u>		-9.2%

APPENDIX

GLOSSARY OF FUNDS/KEY TERMS

ACCRUAL BASIS OF ACCOUNTING: A method of accounting that recognizes the financial effect of transactions, events, and interfund activities when they occur, regardless of the related cash flows.

AD VALOREM TAXES: Taxes paid on the fair market value of land, buildings, and equipment. Used to fund general operations and debt service. See also "Millage Rate".

APPROPRIATION: Money allocated by the City Council for a specific purpose.

AUTHORIZED POSITIONS: Employee positions, which are authorized/funded in the adopted budget.

BALANCED BUDGET: A budget in which planned funds or revenue available are equal to fund planned expenditures.

BOND FUNDS: Proceeds from the sale of bonds for use in construction of capital facilities. (Sometimes referred to as Capital Projects Funds). May be General Obligation or Revenue Bonds.

BUDGET: A Balanced fiscal plan of programs, services, and construction projects funded within available revenues, bounded with a specific period of time, usually twelve months. A balanced budget is a fiscal plan in which revenues equal expenditures.

CAPITAL EXPENDITURES: See "CAPITAL OUTLAY"

CAPITAL IMPROVEMENTS: Expenditures related to the acquisition, expansion or rehabilitation of an element of the government's physical plant; sometimes referred to as "Infrastructure." See also "CAPITAL PROJECT".

CAPITAL PROJECT: To account for financial resources to be uses for the acquisition or construction of major facilities (other than those financed by proprietary funds, special assessment and trust funds); usually funded through the sale of bonds or other capital financing methods.

CAPITAL OUTLAY: Expenditures that result in the acquisition of or addition to fixed assets that have a value of \$1,000 or more and have a useful economic lifetime of more than one year; or, assets of any value if the nature of the item is such that it must be identified and controlled for custody purposes as a fixed asset.

CAPITAL IMPROVEMENTS PLAN (CIP): All capital expenditures planned for the next five years. The plan specifies the resources estimated to be available to fund projected expenditures.

COST-OF-LIVING ADJUSTMENT (COLA): An increase in salaries to offset the adverse effect of inflation on compensation.

CONTINGENCY: A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.

DEBT SERVICES: To account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

DEBT LIMIT: The maximum amount of debt, which the City is, permitted to incur under constitutional, statutory or charter provisions. Usually expressed as a percentage of assessed valuation.

DEPRECIATION: A method of cost allocation to recognize the decline in service potentials of capital assets attributable to wear and tear, deterioration, action of physical elements, inadequacy or obsolescence.

DERM: Abbreviation for the Miami-Dade County Department of Environmental Protection and Management.

DROP: Deferred retirement Option Program

ENTERPRISE FUND: A series of accounts grouped to account for operation that are financed and operated in a manner similar to private business enterprises where the intent of the governing body is that the costs (expenses including depreciation) of providing goods or services to the general public on a continuing basis, are financed or recovered primarily through user charges. City funds are: Sanitation and Stormwater.

EXPENDITURE: The incurring of a liability, the payment of cash, or the transfer of property for the purpose of acquiring an asset, or a service or settling a loss. A decrease in the net financial resources under the current financial resources measurement focus not properly classified as "Other Financing Uses."

EXPENSE: Charges incurred (whether paid immediately or unpaid) for operations, maintenance, interest or other charges. Decreases the net assets of the fund.

ENCUMBRANCE: The commitment of appropriated funds to purchase an item or service/ To encumber funds means to set aside or commit funds for a specified future expenditure.

FIDUCIARY FUNDS: Fiduciary funds are used to account for assets held by the city in a trustee capacity, or as an agent for others and that cannot be used to support the city's own programs.

FISCAL YEAR: The fiscal year for the City of Miami Springs begins October 1, and ends on September 30.

FUND: A group of appropriations treated as an entity to meet legal requirement of Generally Accepted Accounting Principles.

FUND BALANCE: The equity of net worth of a general or trust resulting from the residual or excess earnings over expenditures from the operations of the agency. These funds, similar to retained earnings of proprietary funds, may be appropriated directly to operating expenditures in order to support the fund.

GENERAL FUND: To account for all financial resources except those required to be accounted for in another fund, usually this applies to funds used for normal, day-to-day operating purposes, the chief operating fund of the City.

GOAL: The primary purpose for which a unit of government exist. A goal reflects an ideal condition or mission statement and is always stated in general terms. Specific objectives further the attainment of a goal.

GOVERNMENTAL FUNDS: Funds used to account for all or most of the City's general activities and services, including the acquisition or construction of capital assets and the servicing of general long-term debt.

LOCAL GOVERNMENT 1/2 CENT SALES TAX: The Value of 1/2 cent of the State sales tax, which is returned to the county collection and shared by the county and its constituent cities on the basis of population.

LOCAL OPTION GAS TAX: A tax levy of up to six cents on each gallon of motor and special fuels sold. Which may be imposed by Miami-Dade County in accordance to State Law, and which is shared with the cities in the County, including the City of Miami Springs.

MILLAGE RATE: One mill equals \$1.00 of tax for each \$1,000.00 of property value.

MODIFIED ACCRUAL BASIS OF ACCOUNTING: Basis of accounting according to which (a) revenues are recognizes in the accounting period in which they become available and measurable and (b) expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except for unmatured interest in general long-term debt and certain similar accrued obligations, which should be recognized when due.

OBJECTIVES: Measurable and specific accomplishments which work towards fulfilling a goal or area of responsibility. Objectives are usually expressed as quantified service levels to be provided to the public during a specific time period.

OPERATING BUDGET: A balance fiscal plan for providing governmental programs and services for a single fiscal year.

OPERATING EXPENDITURES: All costs associated with the general operation of a given department. These costs include Professional Services, Electricity, Repair/Maintenance Supplies, Office Supplies, Local Mileage, etc.

PERSONNEL SERVICES: All costs associated with salaried, fringes, and other related employee benefits.

PRIOR YEAR ENCUMBRANCES: Outstanding obligations to purchase goods and/or services which existed at fiscal year end, reserved in fund balance or retained earnings of all applicable funds, and reappropriated at the beginning of the consecutive fiscal year.

PROPERTY TAXES: Taxes paid on the assessed or "just" value of the land, building, business inventory or equipment.

PROPRIETARY FUND: See "Enterprise Fund"

RETAINED EARNINGS: The accumulated income earned less the cost incurred during operations and transfers out resulting in the net worth of the fund. Retained Earnings, like Fund Balance, may be appropriated to support the operations of the fund.

REVENUES: Income derived from taxes, fees, and charges. In a broader sense, "revenue" refers to all government income, regardless of source, used to fund services.

ROLLED BACK MILLAGE RATE: That millage rate which will provide the same property tax levy as was levied during previous fiscal year, exclusive of levies on new construction, additions to structures, deletions and property added due to geographic boundary changes.

STATE REVENUE SHARING: Funds distributed by formula to local governments with few or no limits on the purposes or which the funds may be used.

SPECIAL REVENUE FUND: To account for the proceeds of specific revenue sources (other than special assessments, expendable trusts, or for major capitol projects) that are legally restricted to expenditures for specified purpose.

SPECIAL ASSESSMENT: To account for the financing of public improvements or services deemed to benefit the properties against which special assessments are levied.

TRIM: Truth in millage

TRUST AND AGENCY: To account for assets held by a governmental unit in a trustee capacity or as an agent for individuals, private organizations, or other governmental units, and/or other funds. These include the following funds: (a) Expendable Trust; (b) Non-expendable Trust; (c) Pension Trust; and (d) Agency.

UNRESTRICTED FUND BALANCE: This refers to the cumulative value of the excess of revenues over expenses/expenditures remaining from prior years, which are available for appropriation and expenditure in the current year. In the government-wide or proprietary fund statement of net assets, this is named "Net Assets-Unrestricted".

UNRESERVED FUND BALANCE: The portion of a fund's balance that is not restricted for a specific purpose and is available for general appropriation.