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.

2014-15 Accomplishments

- Continued to better our communication and cohesiveness among employee's & supervisors, continue lunch programs to promote cohesiveness & teamwork
- Reduced costs & inventory, changed purchase procedures with new vendors and shopping for better deals
- Continue to meet our standards as a Clean City by ensuring litter control and safe roadways
- Resident & Commercial Complaints have diminished

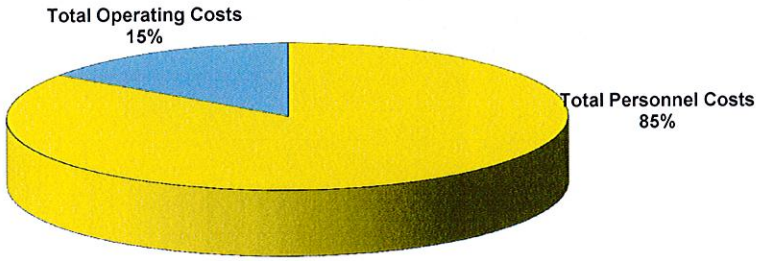
FY 2015-16 Budget Highlights

- Proposed budget is $35,643 or 9.6% higher than FY2014-15 mainly due to the addition of an administrative staff to begin training for the departure of the current administrative staff member who is coming out of the DROP plan during FY2016.
- ***The total Public Works budget is $1,721,936 or $29,565 higher than the total FY14-15 budget.***
- Budget Summary:

Budgeted Revenues	$ -0-
Budgeted Expenditures	$405,119
Net cost of Department	$405,119

PUBLIC SERVICES DEPARTMENT
Administration Division - Expenditure Detail

	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Amended Budget	FY 2015-16 Budget	% of Total	% Change from 2014-15
PERSONNEL						
Salaries	$ 217,474	$ 226,290	$ 226,026	$ 265,598	65.6%	17.5%
Overtime	-	246	250	-	0.0%	-100.0%
Payroll Taxes	15,515	16,365	14,126	17,282	4.3%	22.3%
Pension & Retirement	17,015	17,686	17,096	17,764	4.4%	3.9%
Health Insurance	26,164	34,391	42,274	41,416	10.2%	-2.0%
Workers' Compensation	1,857	760	1,695	1,992	0.5%	17.5%
Total Personnel Costs	$ 278,025	$ 295,738	$ 301,467	$ 344,052	84.9%	14.1%
OPERATING						
Professional Services		$ 750	$ -	$ -	0.0%	0.0%
Travel & Related Costs	25	25	500	500	0.1%	0.0%
Courier, UPS, Fedex	39	56	100	100	0.0%	0.0%
Utility Services	9,066	6,069	8,270	7,889	1.9%	-4.6%
Repairs & Maintenance	-	-	500	500	0.1%	0.0%
Rentals & Lease	1,377	615	1,000	500	0.1%	-50.0%
Printing & Binding	35	68	100	100	0.0%	0.0%
Postage	629	452	584	575	0.1%	-1.5%
Office Supplies	4,604	3,529	4,000	4,000	1.0%	0.0%
Operating Supplies	6,014	5,781	8,274	6,000	1.5%	-27.5%
Fuels, Oils, Lubricants	1,946	1,899	4,000	2,000	0.5%	-50.0%
Dues, Memberships & Subsc.	260	316	600	600	0.1%	0.0%
Training & Education	-	628	1,000	1,000	0.2%	0.0%
Liability Insurance	25,798	30,011	26,863	27,755	6.9%	3.3%
Fleet Maintenance	4,212	2,093	3,700	3,200	0.8%	-13.5%
Telephone/Internet	7,856	6,552	8,518	6,348	1.6%	-25.5%
Total Operating Costs	$ 61,861	$ 58,844	$ 68,009	$ 61,067	15.1%	-10.2%
CAPITAL OUTLAY						
Machinery & Equipment	1,943	-	-	-	0.0%	0.0%
Total Capital Outlay	$ 1,943	$ -	$ -	$ -	0.0%	0.0%
TOTAL EXPENSES	**$ 341,829**	**$ 354,582**	**$ 369,476**	**$ 405,119**	**100.0%**	**9.6%**



	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Amended Budget	FY 2015-16 Budget	% of Total	% Change from 2014-15
Public Works Director	1	1	1	1	20.0%	0.0%
Administrative Assistant I and II	3	0	0	1	20.0%	0.0%
Administrative Assistant III	0	1	1	1	20.0%	0.0%
Procurement Supervisor	0.5	1	1	1	20.0%	0.0%
Matl Mgt Clerk	1	1	1	1	20.0%	0.0%
DIVISION TOTAL	**5.5**	**4.0**	**4.0**	**5.0**	**100.0%**	**25.0%**

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.

2014-15 Accomplishments

- Monitored the installation of City Wide Lighting Program
- Repaired roadway pot holes and swale damages City Wide
- Rocked and graded alleys
- Replaced guardrails at Mokena Drive & Oakwood Drive due to damages

FY 2015-16 Budget Highlights

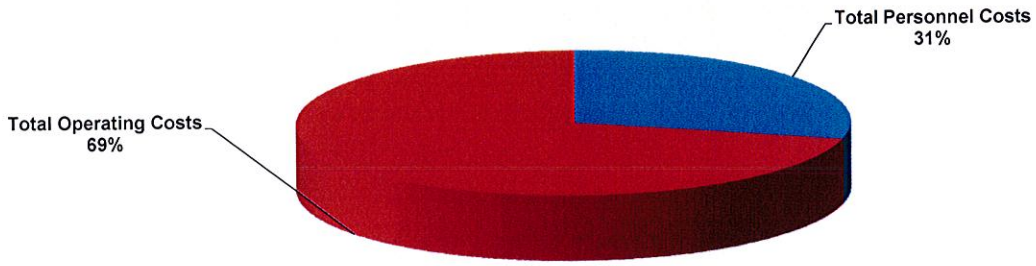
- Proposed budget is $18,764 or 4.7% lower than FY2014-15.
- Budget Summary:

Budgeted Revenues	$ -0-
Budgeted Expenditures	$378,421
Net cost of Department	$378,421

- Budget includes $50,000 for tree planting city-wide.

PUBLIC SERVICES DEPARTMENT
Streets & Streetlights Division - Expenditure Detail

	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Amended Budget	FY 2015-16 Budget	% of Total	% Change from 2014-15
PERSONNEL						
Salaries	$ 76,371	$ 78,836	$ 79,481	$ 83,377	22.0%	4.9%
Overtime	420	457	500	500	0.1%	0.0%
Payroll Taxes	5,829	6,064	4,839	5,378	1.4%	11.1%
Pension & Retirement	11,516	3,591	-	-	0.0%	0.0%
Health Insurance	11,933	13,409	16,547	13,560	3.6%	-18.1%
Workers' Compensation	6,274	3,020	6,732	7,062	1.9%	4.9%
Total Personnel Costs	$ 112,343	$ 105,377	$ 108,099	$ 109,877	29.0%	1.6%
OPERATING						
Professional Services	3,571			-	0.0%	0.0%
Contractual services	34,565	4,775	30,000	53,500	14.1%	78.3%
Utility Services	147,247	158,067	134,000	135,635	35.8%	1.2%
Repairs & Maintenance	23,820	38,094	37,018	30,000	7.9%	-19.0%
Rentals & Leases	-	-	100	-	0.0%	-100.0%
Operating Supplies	19,269	16,279	19,659	15,000	4.0%	-23.7%
Liability Insurance	1,224	5,035	3,275	1,909	0.5%	-41.7%
Fuels, Oils, Lubricants	9,315	9,381	12,500	10,000	2.6%	-20.0%
Fleet Maintenance	18,384	14,727	21,200	22,500	5.9%	6.1%
Total Operating Costs	$ 257,395	$ 246,358	$ 257,752	$ 268,544	71.0%	4.2%
CAPITAL OUTLAY						
Improvements Other than Bldg	-	-	31,334	-	0.0%	-100.0%
Machinery & Equipment	-	-	-	-	0.0%	0.0%
Total Capital Outlay	$ -	$ -	$ 31,334	$ -	0.0%	100.0%
TOTAL EXPENSES	**$ 369,738**	**$ 351,735**	**$ 397,185**	**$ 378,421**	**100.0%**	**-4.7%**



Personnel Summary

	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Amended Budget	FY 2015-16 Budget	% of Total	% Change from 2014-15
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".

2014-15 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 1,145 tree trimmings & 32 removals
- Completed the building of 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.

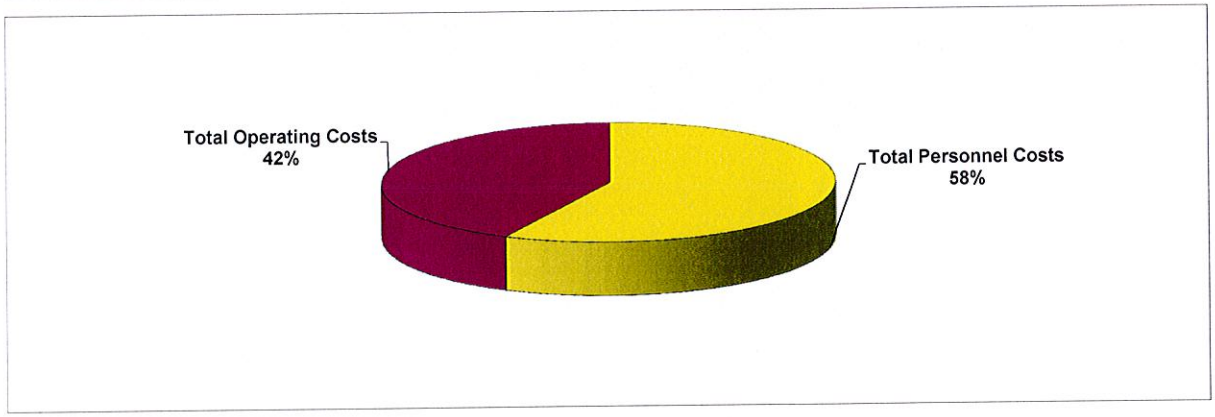
FY 2015-16 Budget Highlights

- Proposed budget is $56,624 or 9.7% higher than FY2014-15. The city will bring back in-house the landscaping function that had been outsourced the past three years. The costs of an additional two staff members is approx. $68,000 including benefits, this is offset by the $86,000 annual cost from the outsource company, resulting in a net savings for the city. Tree trimming will remain outsourced.
- Budget Summary:

Budgeted Revenues	$ -0-
Budgeted Expenditures	$638,851
Net cost of Department	$638,851

PUBLIC SERVICES DEPARTMENT
Public Properties Division - Expenditure Detail

	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Amended Budget	FY 2015-16 Budget	% of Total	% Change from 2014-15
PERSONNEL						
Salaries	$ 242,391	$ 169,071	$ 161,656	$ 226,604	35.5%	40.2%
Overtime	2,839	584	1,000	1,000	0.2%	0.0%
Payroll Taxes	19,226	12,942	8,860	10,332	1.6%	16.6%
Pension & Retirement	27,833	15,037	12,903	17,594	2.8%	36.4%
Health Insurance	56,094	40,015	46,678	92,874	14.5%	99.0%
Workers' Compensation	17,324	6,972	13,692	19,193	3.0%	40.2%
Unemployment compensation	1,206	4,950	0	0	0.0%	0.0%
Total Personnel Costs	$366,913	$249,571	$244,789	$367,597	57.5%	50.2%
OPERATING						
Professional Services	264			-	0.0%	0.0%
Contractual Services	142,711	194,862	194,469	132,000	20.7%	-32.1%
Utility Services	69,132	74,458	71,088	56,500	8.8%	-20.5%
UPS/FEDEX	-	25	50	-	0.0%	-100.0%
Repairs & Maintenance	210			-	0.0%	0.0%
Dues and subscriptions	235			-	0.0%	0.0%
Fuels, Oils, Lubricants	11,390	9,096	9,000	9,000	1.4%	0.0%
Operating Supplies	11,866	9,382	13,300	20,300	3.2%	52.6%
Liability Insurance	23,016	23,880	25,253	26,483	4.1%	4.9%
Fleet Maintenance	29,142	17,140	20,500	23,000	3.6%	12.2%
Telephone/Internet	3,928	3,798	2,578	3,971	0.6%	54.0%
Total Operating Costs	$ 291,894	$ 332,641	$ 336,238	$ 271,254	42.5%	-19.3%
CAPITAL OUTLAY						
Machinery & Equipment	31,972	3,800	1,200	-	0.0%	0.0%
Total Capital Outlay	$ 31,972	$ 3,800	$ 1,200	$ -	0.0%	0.0%
TOTAL EXPENSES	**$ 690,779**	**$ 586,012**	**$ 582,227**	**$ 638,851**	**100.0%**	**9.7%**



Personnel Summary

	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Amended Budget	FY 2015-16 Budget	% of Total	% Change from 2014-15
Parks Maint. Foreman/Arborist	0.0	0.0	0.0	0.0	0.0%	0.0%
Equipment Operator	0	1	1	1	14.3%	0.0%
Maintenance Worker I, II	8	5	5	6	85.7%	20.0%
Parks Maintenance Foreman	0	0	0	0	0.0%	0.0%
Tree Trimmer	0	0	0	0	0.0%	0.0%
Total Full Time Employees	8.0	6.0	6.0	7.0	100.0%	16.7%
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	**8.0**	**6.0**	**6.0**	**7.0**	**100.0%**	**16.7%**

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 2014-15 Accomplishments

- Completed plumbing restorations in City Hall
- Replaced damaged sections of the Tot-Lot that were deemed unsafe
- 180 Work Order requests for upgrades, repairs & maintenance by various departments were completed
- Met all County requirements regarding annual inspections of all facilities
- Monitored the installation of Air Conditioning Units at Club House

FY 2015-16 Budget Highlights

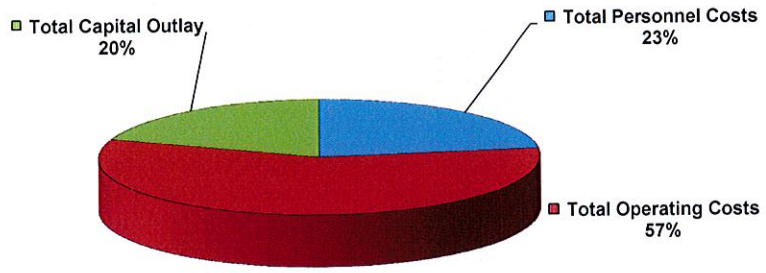
- Proposed budget is $9,117 or 3.5% higher than FY2014-15.
- Budget Summary:

Budgeted Revenues	$ -0-
Budgeted Expenditures	$270,545
Net cost of Department	$270,545

- Increase is due to budgeting $52,950 for the replacement of City Hall air conditioner coil replacements.

PUBLIC SERVICES DEPARTMENT
Building Maintenance Division - Expenditure Detail

	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Amended Budget	FY 2015-16 Budget	% of Total	% Change from 2014-15
PERSONNEL						
Salaries	$ 32,584	$ 9,153	$ -	$ 44,562	16.5%	100.0%
Overtime	539	-	-	850	0.3%	100.0%
Payroll Taxes	2,259	624	-	2,905	1.1%	100.0%
Pension & Retirement	4,909	1,376	-	5,224	1.9%	100.0%
Health Insurance	9,450	2,660	-	6,840	2.5%	100.0%
Workers' Compensation	1,327	631	-	1,849	0.7%	100.0%
Total Personnel Costs	$ 51,068	$ 14,444	$ -	$ 62,231	23.0%	100.0%
OPERATING						
Contractual Services	52,242	52,183	65,105	68,700	25.4%	5.5%
Utility Services	195	95	114	104	0.0%	-8.8%
Repairs & Maintenance	133,342	112,309	71,007	75,000	27.7%	5.6%
Fuels, Oils, Lubricants	3,090	2,383	2,308	2,300	0.9%	-0.3%
Operating Supplies	6,871	5,016	8,193	5,000	1.8%	-39.0%
Liability Insurance	528	588	-	1,020	0.4%	100.0%
Fleet Maintenance	4,712	1,398	2,500	3,000	1.1%	20.0%
Telephone/Internet	238	245	201	240	0.1%	19.4%
Total Operating Costs	$ 201,218	$ 174,217	$ 149,428	$ 155,364	57.4%	4.0%
CAPITAL OUTLAY						
Improvements Other than Bldg	60,120	78,375	112,000	52,950	19.6%	-52.7%
Total Capital Outlay	$ 60,120	$ 78,375	$ 112,000	$ 52,950	19.6%	-52.7%
TOTAL EXPENSES	**$ 312,406**	**$ 267,036**	**$ 261,428**	**$ 270,545**	**100.0%**	**3.5%**



Personnel Summary

	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Amended Budget	FY 2015-16 Budget	% of Total	% Change from 2014-15
Building Maintenance Specialist II	1	1	0	1	100.0%	100.0%
DIVISION TOTAL	**1**	**1**	**-**	**1**	**100.0%**	**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 2014-15 Accomplishments

- Have reduced our outside tire repairs by 70%
- Improved service times to our separate departments
- Have met our goal of preventable maintenance inspections
- Secured relationships with new vendors

FY 2015-16 Budget Highlights

- Proposed budget is $53,055 or 65% lower than FY2014-15.
- Budget Summary:

Budgeted Revenues	$ -0-
Budgeted Expenditures	$29,000
Net cost of Department	$29,000

PUBLIC SERVICES DEPARTMENT
Fleet Maintenance Division - Expenditure Detail

	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Amended Budget	FY 2015-16 Budget	% of Total	% Change from 2014-15
OPERATING						
Contractual Services	2,281	15,134	17,135	10,000	34.5%	-41.6%
Fuels, Oils, Lubricants	16,522	2,284	9,000	9,000	31.0%	0.0%
Operating Supplies	15,230	14,126	8,500	8,500	29.3%	0.0%
Fleet Maintenance	2,075	960	1,479	1,500	5.2%	1.4%
Total Operating Costs	$ 36,108	$ 32,504	$ 36,114	$ 29,000	100.0%	-19.7%
CAPITAL OUTLAY						
Machinery & Equipment	-	-	45,941	-	0.0%	0.0%
Total Capital Outlay	$ -	$ -	$ 45,941	$ -	0.0%	100.0%
TOTAL EXPENSES	**$ 36,108**	**$ 32,504**	**$ 82,055**	**$ 29,000**	**100.0%**	**-64.7%**

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%

2014-15 Accomplishments

- Increased our Youth Basketball League by 5%
- Increased our 5K participation by 20%
- Increased Daddy Daughter participation by 30%
- Install new fitness room equipment (Treadmill/Squat Rack)
- Christmas at the Gazebo increased participation by 10%
- Implemented City Wide Health Fair Event
- Implemented a Get Fit year round program
- 20 X 20 Pavilion at Stafford Park

FY 2015-16 Budget Highlights

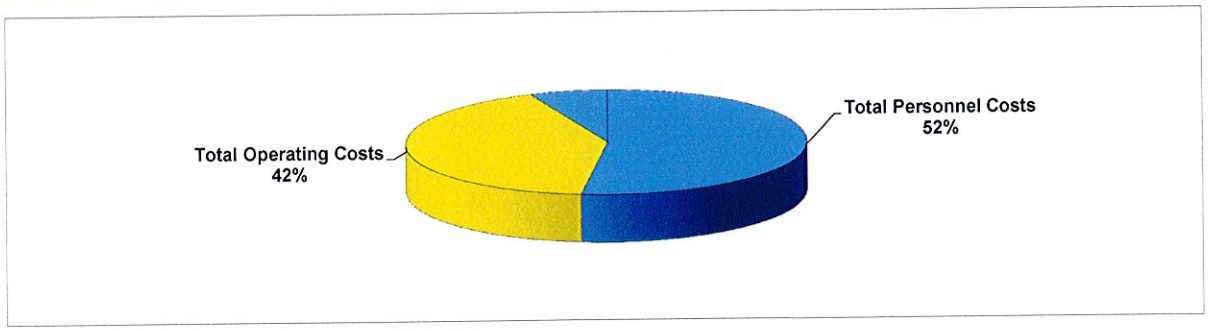
- Proposed budget is $15,222 or 1.1% higher than FY2014/1514.
- There will be no proposed changes in programs and activities except for the elimination of the Yoga program which was not well attended this past year.
- Budget Summary:

Budgeted Revenues	$ 353,505
Budgeted Expenditures	$1,440,220
Net cost of Department	$1,086,715

- The Pelican Playhouse has received an increase in their annual subsidy from $18,000 in FY14-15 to $23,000 for FY15-16.
- Proposed budget includes $90,000 for the replacement playground at Prince Field.
- The total Recreation budget for FY15-16 is $1,881,965 which is $105,163 or 5.9% increase from the FY14-15 budget.

RECREATION DEPARTMENT
Administration Division - Expenditure Detail

	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Amended Budget	FY 2015-16 Budget	% of Total	% Change from 2014-15
PERSONNEL						
Salaries	$ 319,379	$ 335,293	$ 279,417	$ 295,974	20.6%	5.9%
Part Time Year Round	157,609	146,011	192,127	185,000	12.8%	-3.7%
Overtime	5,519	7,154	6,000	7,500	0.5%	25.0%
Seasonal Emp	64,936	86,619	120,000	120,000	8.3%	0.0%
Payroll Taxes	42,131	44,247	41,612	46,548	3.2%	11.9%
Pension & Retirement	48,248	50,612	41,221	27,396	1.9%	-33.5%
Health Insurance	45,030	50,179	49,971	47,452	3.3%	-5.0%
Workers' Compensation	20,773	9,941	20,401	20,854	1.4%	2.2%
Unemployment Compensation Tax	174	1,387	-	-	0.0%	0.0%
Total Personnel Costs	$ 703,799	$ 731,443	$ 750,749	$ 750,724	52.1%	0.0%
OPERATING						
Professional Services	-		1,500	1,500	0.1%	0.0%
Contractual Services	71,081	63,422	84,842	78,000	5.4%	-8.1%
Officials/Referees	31,174	41,188	47,104	47,104	3.3%	0.0%
Travel & Related Costs	3,600	3,600	3,600	3,600	0.2%	0.0%
Utility Services	115,635	107,302	118,708	106,360	7.4%	-10.4%
Repairs & Maintenance	45,426	18,516	48,335	45,000	3.1%	-6.9%
Rentals & Lease	2,402	1,177	1,935	2,000	0.1%	3.4%
Printing & Binding	1,464	2,921	3,000	2,500	0.2%	-16.7%
Promotions & recreational activities	61,155	64,738	96,030	84,935	5.9%	-11.6%
Uniforms	3,307	2,273	2,500	2,500	0.2%	0.0%
Office Supplies	2,183	3,363	5,000	2,500	0.2%	-50.0%
Operating Supplies	62,015	66,711	63,201	81,000	5.6%	28.2%
Postage	126	131	200	200	0.0%	0.0%
Uniforms-Basketball/Football	6,796	6,878	6,900	9,900	0.7%	43.5%
Dues, Memberships & Subsc.	1,073	1,177	1,500	1,500	0.1%	0.0%
Pelican Playhouse Costs	21,799	26,338	40,789	29,000	2.0%	-28.9%
Training & Education	180	955	2,250	2,250	0.2%	0.0%
Liability Insurance	70,056	76,185	75,789	75,217	5.2%	-0.8%
Fleet Maintenance	13,594	18,913	9,850	9,850	0.7%	0.0%
Fuels, Oils, Lubricants	4,102	4,691	4,200	4,200	0.3%	0.0%
Telephone/Internet	10,313	11,309	8,516	10,380	0.7%	21.9%
Total Operating Costs	$ 527,481	$ 521,788	$ 625,749	$ 599,496	41.6%	-4.2%
CAPITAL OUTLAY						
Improvements Other than Bldg	252,750	-	48,500	-	0.0%	-100.0%
Machinery & Equipment		22,370	-	90,000	6.2%	0.0%
Total Capital Outlay	$ 252,750	$ 22,370	$ 48,500	$ 90,000	6.2%	0.0%
TOTAL EXPENSES	**$ 1,484,030**	**$ 1,275,601**	**$ 1,424,998**	**$ 1,440,220**	**100.0%**	**1.1%**



Personnel Summary

	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Amended Budget	FY 2015-16 Budget	% of Total	% Change from 2014-15
Recreation Director	1	1	1	1	16.7%	0.0%
Recreation Leader	0	1	1	1	16.7%	0.0%
Programs Division Supervisor	1	1	0	0	0.0%	0.0%
Administrative Assistant III	1	1	1	1	16.7%	0.0%
Sports Division Supervisor	1	1	0	0	0.0%	0.0%
Recreation Coordinator	0	0	2	2	33.3%	0.0%
Recreation Specialist II	3	2	0	0	0.0%	0.0%
Special Events/Program Supervisor	0	0	1	1	16.7%	0.0%
Total of Full-Time Employees	**7**	**7**	**6**	**6**	100.0%	0.0%
Part time Employees						
Recreation Leader (seasonal)	30	as needed	as needed	as needed	0.0%	0.0%
Recreation Leader (year-round)	13	as needed	as needed	as needed	0.0%	0.0%
Total of Part time employees	**43**	**0**	**0**	**0**	0.0%	0.0%
DIVISION TOTAL	**50**	**7**	**6**	**6**	**100.0%**	**0.0%**

Recreation - Pool

The **Aquatics Division** operates and maintains the Miami Springs Aquatic Center, a Multi Aquatic Facility with American Red Cross certified lifeguards and instructors and supervised by a State-Licensed Swimming Pool Operator. The pool is open year-round, and it serves the residents of Miami Springs and other municipalities in the area.

Goals

To have the Miami Springs Aquatic Center open by summer 2016.

Objectives

- Offer additional family-oriented activities during "open swim" sessions.
- Offer Learn to Swim Program

FY2014-15 Accomplishments

- Worked together with the Procurement Division to implement a process to build a new Aquatic Facility.

FY 2015-16 Budget Highlights

- Proposed budget is $176,041 for the four month period from June to September 2016 since the new pool is scheduled to begin operating on June 1, 2016.

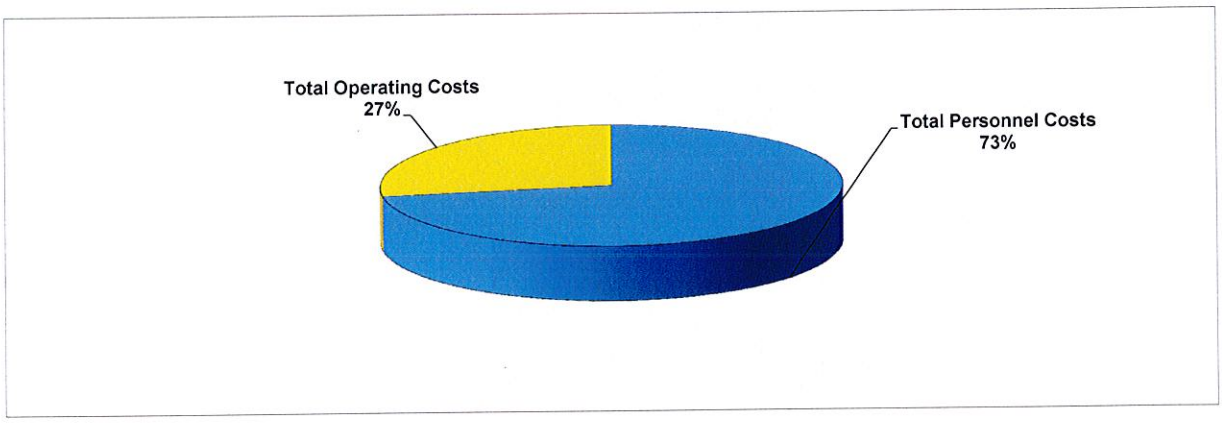
- Budget also includes a full time Aquatics Supervisor and a full time head lifeguard.

- Budget Summary:

Budgeted Revenues	$ 85,580
Budgeted Expenditures	$176,041
Net cost of Department	$ 90,461

RECREATION DEPARTMENT
Aquatics Division - Expenditure Detail

	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Amended Budget	FY 2015-16 Budget	% of Total	% Change from 2014-15
PERSONNEL						
Salaries	-	-	-	28,414	16.1%	100.0%
Part Time Year Round	87,816	91,076	46,987	79,500	45.2%	69.2%
Seasonal Emp	50,775	46,488	-	$0	0.0%	0.0%
Payroll Taxes	10,602	10,524	4,687	8,255	4.7%	76.1%
Pension & Retirement	-	-	-	3,331	1.9%	100.0%
Health Insurance	-	-	-	4,471	2.5%	100.0%
Workers' Compensation	4,058	2,331	4,855	3,745	2.1%	-22.9%
Total Personnel Costs	$ 153,251	$ 150,419	$ 56,529	$ 127,716	72.5%	125.9%
OPERATING						
Utility Services	33,148	30,430	26,671	25,552	14.5%	-4.2%
Repairs & Maintenance	8,826	8,292	1,350	5,503	3.1%	307.6%
Uniforms	3,470	1,575	500	2,500	1.4%	400.0%
Operating Supplies	28,877	23,946	13,068	11,128	6.3%	-14.8%
Dues, Memberships & Subsc.	325	250	-	171	0.1%	100.0%
Training & Education	1,020			1,000	0.6%	100.0%
Liability Insurance	1,932	2,616	3,685	2,471	1.4%	-33.0%
Total Operating Costs	$ 77,598	$ 67,109	$ 45,274	$ 48,325	27.5%	6.7%
CAPITAL OUTLAY						
Machinery & Equipment	12,097	50,700	1,850	-	0.0%	-100.0%
Total Capital Outlay	$ 12,097	$ 50,700	$ 1,850	$ -	0.0%	0.0%
TOTAL EXPENSES	**$ 242,946**	**$ 268,228**	**$ 103,653**	**$ 176,041**	**100.0%**	**69.8%**



Personnel Summary

	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Amended Budget	FY 2015-16 Budget	% of Total	% Change from 2014-15
Aquatics Supervisor	0	0	0	1	50.0%	100.0%
Head Lifeguard	0	0	0	1	50.0%	100.0%
Total Full-time employees	0	0	0	2	100.0%	100.0%
Part-time Employees						
Concession (Part time & seasonal)	3	as needed	as needed	as needed	0.0%	0.0%
Lifeguard (Part time &Seasonal)	22	as needed	as needed	as needed	0.0%	0.0%
Total Part-time employees	25	0	0	0	0.0%	0.0%
DIVISION TOTAL	**25**	**0**	**0**	**2**	**100.0%**	**100.0%**

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 FY2014-15.

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 2015-16 Budget Highlights

- Proposed budget shows a slight decrease from FY2014-15.
- Budget Summary:

Budgeted Revenues	$ -0-
Budgeted Expenditures	$21,291
Net cost of Department	$21,291

RECREATION DEPARTMENT
Tennis Division - Expenditure Detail

	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Amended Budget	FY 2015-16 Budget	% of Total	% Change from 2014-15
OPERATING						
Contractual Services	$ 20,000	$ 15,000	$ 15,000	$ 15,000	70.5%	0.0%
Utility Services	5,173	3,744	4,851	4,291	20.2%	-11.5%
Repairs & Maintenance		-	1,000	2,000	9.4%	100.0%
Total Operating Costs	$ 25,173	$ 18,744	$ 20,851	$ 21,291	100.0%	2.1%
TOTAL EXPENSES	**$ 25,173**	**$ 18,744**	**$ 20,851**	**$ 21,291**	**100.0%**	**2.1%**

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)

FY2014-15 Accomplishments

- Renovated ball field at Peavy Dove Park
- Renovated Irrigation system at Prince Field
- Added new bleachers at Prince Field
- Stafford Park Field Renovation and Maintenance
- Added Clay and Laser Graded North baseball field at Prince

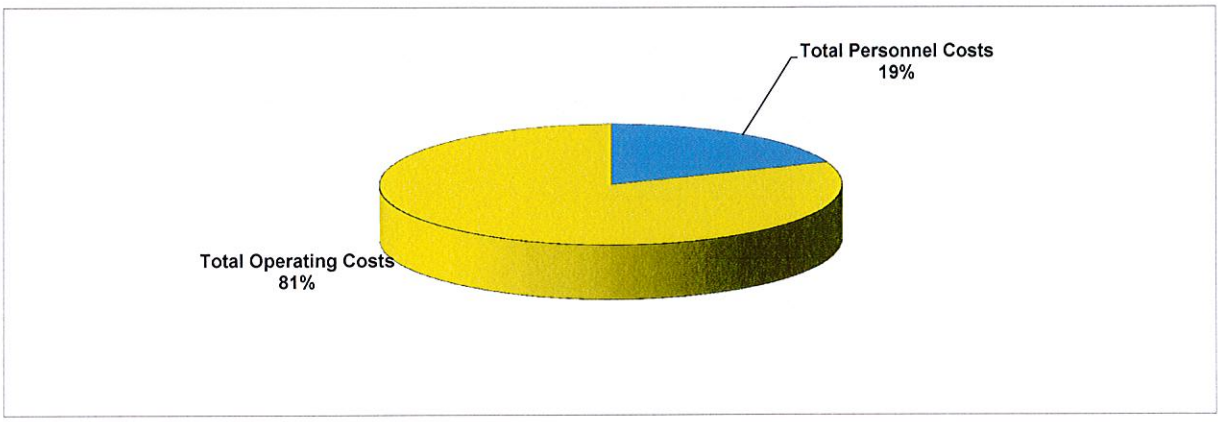
FY 2015-16 Budget Highlights

- Proposed budget is $17,113 or 7.5% higher than FY2014/15.
- Budget includes $3,000 for the first year lease payment for a new sand pro mower.
- Budget Summary:

Budgeted Revenues	$ -0-
Budgeted Expenditures	$244,413
Net cost of Department	$244,413

RECREATION DEPARTMENT
Parks Maintenance Division - Expenditure Detail

	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Amended Budget	FY 2015-16 Budget	% of Total	% Change from 2014-15
Salaries	$ -	$ 460	$ 52,575	$ 33,207	13.6%	-36.8%
Payroll Taxes	-	35	3,383	2,040	0.8%	-39.7%
Pension & Retirement	-		8,141	3,893	1.6%	-52.2%
Health Insurance	-		11,893	6,766	2.8%	-43.1%
Workers' Compensation	-		417	137	0.1%	-67.3%
Total Personnel Costs	$ -	$ 495	$ 76,409	$ 46,043	18.8%	-39.7%
OPERATING						
Repairs & Maintenance	$ 3,478	$ 5,203	$ 510	$ 18,000	7.4%	3429.4%
Rentals & Lease	-		2,345	2,000	0.8%	-14.7%
Operating Supplies	36,895	20,776	53,110	35,110	14.4%	-33.9%
Liability Insurance		-	1,277	760	0.3%	-40.5%
Fuels, Oils, Lubricant	5,783	-	6,500	6,500	2.7%	0.0%
Contractual Services	45,768	71,021	87,149	133,000	54.4%	52.6%
Total Operating Costs	$ 91,924	$ 97,000	$ 150,891	$ 195,370	79.9%	29.5%
CAPITAL OUTLAY						
Machinery & Equipment	16,526	0	0	3,000	1.2%	0.0%
Total Capital Outlay	$ 16,526	$ -	$ -	$ 3,000	1.2%	100.0%
TOTAL EXPENSES	**$ 108,450**	**$ 97,495**	**$ 227,300**	**$ 244,413**	**100.0%**	**7.5%**



Personnel Summary

	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Amended Budget	FY 2015-16 Budget	% of Total	% Change from 2014-15
Recreation maintenance Supervisor	0	0	1	1	100.0%	100.0%
Total Full-time employees	-	-	1	1	100.0%	100.0%
DIVISION TOTAL	-	-	1	1	**100.0%**	**100.0%**

Golf & Country Club

Mission Statement

Our mission is to provide an exceptional golf and social experience for our members, residents and guests to South Florida as well as offering great course conditions and excellent value to the residents of Miami Springs.

Miami Springs Golf Course

Goals

Maintain quality golf course conditions which stand out in the minds of our customers and provides great pride among our staff and the residents of Miami Springs.

We strive to exceed guest expectations by delivering a quality product, personalized service and unparalleled value.

Objectives

- Continue to revitalize the golf course and continue to grow a loyal clientele
- Use strategic alliances and players word of mouth recommendations to make Miami Springs Golf & C.C. a destination course for vacationers and avid local golfers.
- Exceeding customers' expectations
- Continue working on training and assembling an experienced, friendly and customer driven effective staff.
- Continue to aggressively pursue Grant Funding to re-grass our 183 acre Golf course with paspalum turf an environmentally friendly, a very cost efficient turf.
- Continue to increase our average dollars per player revenue.

FY 2014-15 Accomplishments

- Improved Course conditions with much better playing surfaces, improved tremendously our weed control program and customer satisfaction of playing conditions.
- Developed a relationship with QGS the company that installed a deficient irrigation system saving the course monies for repairs to the system.
- Developed a good relationship with DERM to mitigate any fines, until the necessary major corrections are made over the 5 the five year plan.
- Training Completed by staff to operate a certified " First Tee Program"
- Increased average revenue per player by $7.83 for the first 6 months of the 2014/15 budget year.
- Due to strong revenues reported in the Apr 27th 2015 Quarter Budget Status report losses were reduced by $111,251 as compared to the second quarter of last year.

FY 2015-16 Budget Highlights

- Proposed budget is $21,295 or 1.2% lower than FY2014/2015.

- Proposed budget adds two new fulltime positions, one being an Assistant Superintendent and the other a Head Mechanic. The cost of these additional staff members will be offset by a reduction in costs from the outsource company that provides maintenance staff.

- Budget Summary:

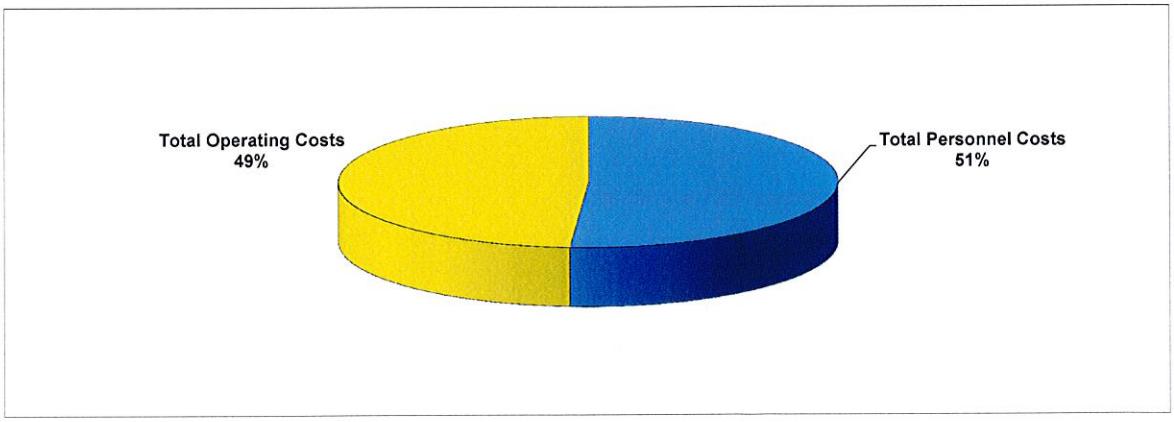
Budgeted Revenues	$1,466,123 (projected 32,000 rounds)
Budgeted Expenditures	$1,724,791
Net cost of Department	$ 258,668

GOLF COURSE FUND
Golf Course Administration- Expenditure Detail

	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Amended Budget	FY 2015-16 Budget	% of Total	% Change from 2014-15
OPERATING						
Utility Services	$ 9,305	$ 10,102	$ 9,300	8,200	43.2%	-11.8%
Liability Insurance	12,144	12,792	10,762	10,768	56.8%	0.1%
Total Operating Costs	**$ 21,449**	**$ 22,894**	**$ 20,062**	**$ 18,968**	**100.0%**	**-5.5%**

GOLF COURSE FUND
Golf Course Pro Shop Operations- Expenditure Detail

	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Amended Budget	FY 2015-16 Budget	% of Total	% Change from 2014-15
PERSONNEL						
Salaries	$ 109,884	$ 170,252	$ 132,052	$ 134,344	24.4%	1.7%
Part Time Employees	130,372	122,855	91,462	91,462	16.6%	0.0%
Payroll Taxes	18,380	22,424	16,181	16,525	3.0%	2.1%
Pension & Retirement	13,567	21,756	15,776	13,045	2.4%	-17.3%
Health Insurance	10,733	24,870	21,309	19,122	3.5%	-10.3%
Workers' Compensation	7,600	3,773	7,756	7,835	1.4%	1.0%
Unemployment Taxes	5,225	-	-	-	0.0%	0.0%
Total Personnel Costs	$ 295,761	$ 365,930	$ 284,536	$ 282,334	51.2%	-0.8%
OPERATING						
Professional Services	10,900	3,152	5,000	2,500	0.5%	-50.0%
Contractual Services	5,766	5,310	-	-	0.0%	0.0%
Travel & Related Costs	1,244	-	500	-	0.0%	-100.0%
Merchandise	34,875	60,945	50,000	60,000	10.9%	20.0%
Utilities	26,920	19,498	18,145	18,251	3.3%	0.6%
Telephone/Internet	10,786	11,197	8,742	11,006	2.0%	25.9%
Repairs & Maintenance	14,935	1,633	10,190	8,500	1.5%	-16.6%
Rentals & Lease	66,565	57,150	58,000	61,950	11.2%	6.8%
Printing & Binding	6,437	5,294	4,500	5,000	0.9%	11.1%
Advertising & Promotions	31,642	34,695	35,000	30,000	5.4%	-14.3%
Postage	126	85	120	119	0.0%	-0.8%
Credit Card Fees	28,334	23,241	27,800	25,000	4.5%	-10.1%
Range	12,720	9,952	10,000	14,000	2.5%	40.0%
Office Supplies	3,764	405	3,700	3,700	0.7%	0.0%
Operating Supplies	8,000	6,285	7,200	6,500	1.2%	-9.7%
Dues, Memberships & Subsc.	150	1,773	2,000	3,500	0.6%	75.0%
Fuels, Oils, Lubricants	-	2,345	1,000	3,000	0.5%	200.0%
Liability Insurance	10,944	12,428	16,432	16,118	2.9%	-1.9%
Total Operating Costs	$ 274,108	$ 255,388	$ 258,329	$ 269,144	48.8%	4.2%
CAPITAL OUTLAY						
Machinery & Equipment	4,190	-	3,000	-	0.0%	-100.0%
Total Capital Outlay	$ 4,190	$ -	$ 3,000	$ -	0.0%	100.0%
TOTAL EXPENSES	**$ 574,059**	**$ 621,318**	**$ 545,865**	**$ 551,478**	**100.0%**	**1.0%**

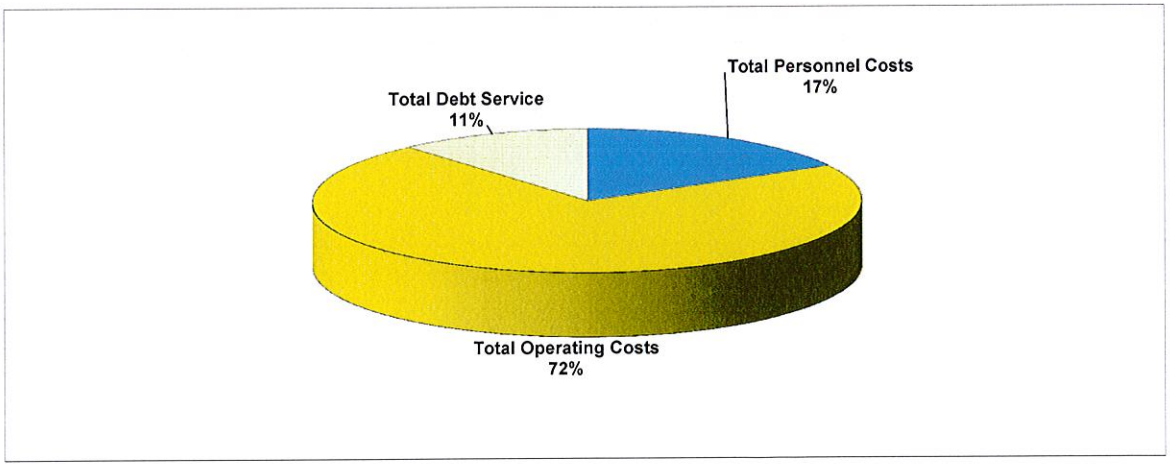


Personnel Summary

	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Amended Budget	FY 2015-16 Budget	% of Total	% Change from 2014-15
Golf & Country Club Director	1	1	1	1	50.0%	0.0%
Pro Shop/Outside Services Mgr	0	1	0	0	0.0%	0.0%
Pro Shop Clerk	1	1	1	1	50.0%	0.0%
Accounting Systems Analyst	0	0.3	0.3	0.0	0.0%	0.0%
Total Full-time employees	1	3.3	2.3	2.0	100.0%	-13.0%
Cashiers	3	as needed	as needed	as needed	0.0%	0.0%
Cart/Rangers	15	as needed	as needed	as needed	0.0%	0.0%
Total Part-time employees	18	0	0	0	0.0%	0.0%
DIVISION TOTAL	**19.0**	**3.3**	**2.3**	**2.0**	**100.0%**	**50.0%**

GOLF COURSE FUND
Golf Course Maintenance Operations- Expenditure Detail

	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Amended Budget	FY 2015-16 Budget	% of Total	% Change from 2014-15
PERSONNEL						
Salaries	$ 78,300	$ 68,261	$ 68,000	$ 142,828	12.4%	110.0%
Payroll Taxes	5,973	4,982	4,289	9,185	0.8%	114.1%
Pension & Retirement	10,410	10,248	9,908	16,744	1.5%	69.0%
Health Insurance	5,759	9,981	12,231	23,528	2.0%	92.4%
Workers' Compensation	2,310	1,076	2,360	4,956	0.4%	110.0%
Total Personnel Costs	$ 102,752	$ 94,548	$ 96,788	$ 197,240	17.1%	103.8%
OPERATING						
Professional Services	159,119	31,290	20,000	20,000	1.7%	0.0%
Contractual Services	406,996	430,558	432,000	340,000	29.5%	-21.3%
Telephone	642	957	650	576	0.0%	-11.4%
Utilities	38,157	28,992	38,894	28,416	2.5%	-26.9%
Repairs & Maintenance	71,907	186,336	114,800	114,800	9.9%	0.0%
Rentals and leases	9,661	49,363	52,680	34,000	2.9%	-35.5%
Fuels, Oils, Lubricants	34,740	63,617	59,740	60,000	5.2%	0.4%
Operating Supplies	214,088	283,033	208,500	208,500	18.1%	0.0%
Dues, Memberships & Subsc.	365	712	900	900	0.1%	0.0%
Uniform	-	3,316	2,500	2,500	0.2%	0.0%
Education and training	-	2,833	3,000	3,000	0.3%	0.0%
Transfer to Debt Service Fund	18,872	160,155	130,595	130,193	11.3%	-0.3%
Liability insurance	8,424	9,182	12,612	14,218	1.2%	12.7%
Total Operating Costs	$ 962,971	$ 1,250,344	$ 1,076,871	$ 957,103	82.9%	-11.1%
CAPITAL OUTLAY						
Improvements O/T Buildings	-	-	6,500	-	0.0%	-100.0%
Machinery & Equipment		653,648	-	-	0.0%	0.0%
Total Capital Outlay	$ -	$ 653,648	$ 6,500	$ -	0.0%	-100.0%
TOTAL EXPENSES	**$ 1,065,723**	**$ 1,998,540**	**$ 1,180,159**	**$ 1,154,344**	**100.0%**	**-2.2%**



Personnel Summary

	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Amended Budget	FY 2015-16 Budget	% of Total	% Change from 2014-15
Course Maintenance Superintendent	1	1	1	1	33.3%	0.0%
Assistant Superintendent	0	0	0	1	33.3%	100.0%
Head Mechanic	0	0	0	1	33.3%	100.0%
Total Full-time employees	1	1	1	3	100.0%	200.0%
FUND TOTAL	**1**	**1**	**1**	**3**	100.0%	**200.0%**

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 2015-16 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	$1,226,928
Net cost of Department	$1,226,928

NON-DEPARTMENTAL ACCOUNTS
Expenditure Detail

	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Amended Budget	FY 2015-16 Budget	% of Total	% Change from 2014-15
OPERATING						
Bank Fees & Bad Debt	$ 11,393	$ 28,903	$ -	$ -	0.0%	0.0%
Total Operating Costs	$ 11,393	$ 28,903	$ -	$ -	0.0%	0.0%
Transfers to Debt Service Fund	488,190	538,606	1,051,827	1,050,699	85.6%	-0.1%
Transfers to Senior Center	134,000	110,622	147,605	176,229	14.4%	19.4%
Total Transfers	$ 622,190	$ 649,228	$ 1,199,432	$ 1,226,928	100.0%	2.3%
TOTAL EXPENSES	**$ 633,583**	**$ 678,131**	**$ 1,199,432**	**$ 1,226,928**	**100.0%**	**2.3%**

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 2014-15 Accomplishments

- Replaced 4,793 linier feet of damaged sidewalk
- Restriped Public Parking Lot behind Canal Street
- Re-located lighting to Rio Vista Drive for South Florida Water Management
- Provided a list of 11 Street signs were replace due to fading or damage request completed
- Completed the construction of the Main Traffic Circle, installed ADA Sidewalk ramps and curb restorations to the area

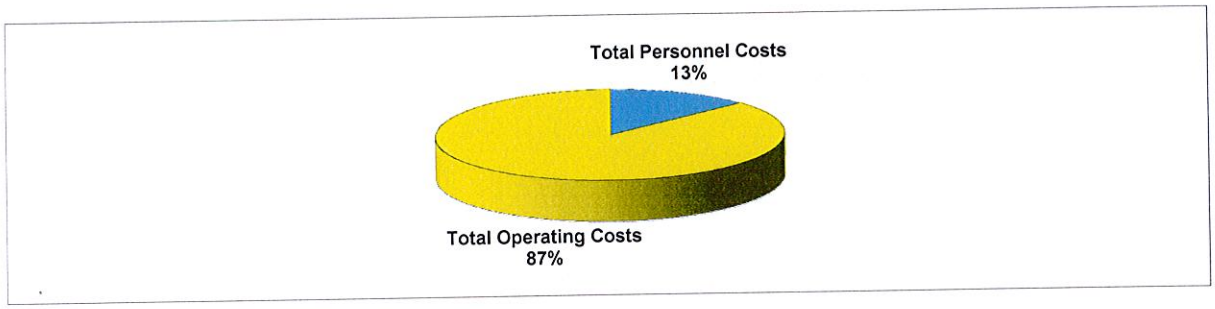
FY 2015-16 Budget Highlights

- Proposed budget is $81,553 or 13.2% higher than FY2014-15.
- Budget Summary:

Budgeted Revenues	$680,484(funding from CITT funds)
Budgeted Expenditures	$680,484
Net cost of Department	$ -0-

PUBLIC SERVICES DEPARTMENT
ROAD AND TRANSPORTATION FUND

	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Amended Budget	FY 2015-16 Budget	% of Total	% Change from 2014-15
OPERATING						
Salaries	$ 54,949	$ 60,892	$ 53,701	$ 56,378	8.3%	5.0%
Payroll Taxes	4,203	4,659	3,488	3,813	0.6%	9.3%
Pension & Retirement	8,067	8,611	7,824	6,609	1.0%	-15.5%
Health Insurance	6,202	6,777	8,339	6,882	1.0%	-17.5%
Total Personnel Costs	$ 73,421	$ 80,939	$ 73,352	$ 73,682	10.8%	0.4%
Contractual Services	143,857	145,166	158,205	162,576	23.9%	2.8%
Workmens Compensation	4,183	3,384	4,548	4,775	0.7%	5.0%
Repairs & Maintenance	282,640	567,469	329,168	300,000	44.1%	-8.9%
Fuels, Oils, Lubricants	816	1,104	12,000	6,500	1.0%	-45.8%
Road Materials and Supplies	438	356	1,000	1,000	0.1%	0.0%
Total Operating Costs	$ 431,934	$ 717,479	$ 504,921	$ 474,851	69.8%	-6.0%
CAPITAL OUTLAY						
Improvements Other than Bldg	600	32,586	-	131,951	19.4%	0.0%
Machinery & Equipment	-	-	22,800	-	0.0%	-100.0%
Total Capital Outlay	$ 600	$ 32,586	$ 22,800	$ 131,951	19.4%	0.0%
TOTAL EXPENSES	**$ 505,955**	**$ 831,004**	**$ 601,073**	**$ 680,484**	**100.0%**	**13.2%**



Personnel Summary

	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Amended Budget	FY 2015-16 Budget	% of Total	% Change from 2014-15
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 l965, 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.

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, Tai Chi 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 26,500 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 9,000 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.

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.

2014-15 ACCOMPLISHMENTS:

The City of Miami Springs Elderly Services Department has focused on achieving 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; M-D County Health Department; Mount Sinai Heart Institute; Leon Medical Center; Miami Springs' Mayor Zavier Garcia, Miami-Dade County Chairwoman Rebeca Sosa, Senator Rene Garcia and Rep. Bryan Avila; State Attorney's Office; FL Telecommunication Relay, Inc; Catholic Hospice and Vitas Hospice; US Postal Service Inspectors; the American Red Cross; Hearing and Speech Center of Florida; AARP; UF/ M-D's IFAS Extension Services; UM's Investor Rights Clinic; St. Catherine's West Rehab Center; Villa Maria West; the Eye Institute; the Alzheimer's Association of SE Florida; S.T.E.P.s in the Right Direction; American Diabetes Association; United Healthcare; Humana; the Hialeah Gardens Middle School Jazz Band; the SHINE Program; the Miami Springs' Community Policing Office; Curtiss Mansion; Caridad Amores, Esq.; Mary Gomez, Esq.; 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 Health Screenings to include: cholesterol, glucose, blood pressure, glaucoma, cataract, hearing, risk of falling, and head and neck cancer screenings;
- free seasonal influenza immunization and pneumonia shots to those 65 and over;
- free, ongoing Health Support classes to include: chair Yoga classes, a "Get-in-Shape" dance fitness program, memory fitness classes, Tai Chi and Senior Floor Yoga classes;
- free Recreational drumming and art classes;
- free Income Tax Preparation Assistance and counseling by AARP Tax Aides to over 200 individuals;
- distribution of free amplified telephones for the hard of hearing;
- 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;
- a variety of special events, holiday celebrations, trips to Fairchild Tropical Botanic Gardens, Vizcaya, and other recreational activities.

2014-15 ACCOMPLISHMENTS (continued):

- health presentations by local professionals on: food safety, Diabetes, respiratory infections, preventing adverse drug reactions, detection of Alzheimer's Disease, blindness prevention, heart health, cancer prevention, community services, fall prevention, Osteoporosis prevention, heat related illnesses, nutrition and a healthy lifestyle, stroke awareness, living with low vision, and fitness for life;
- educational workshops on the following topics: elder abuse prevention, hurricane preparedness, poison awareness, identifying mail fraud schemes, Medicare and Medicaid benefits, legislative updates, basics of investing and investor's rights, estate planning and Living Wills & Heath Care Directives.

FY 2015-16 BUDGET HIGHLIGHTS:

- Proposed budget is $ 4,967 or 1% higher than FY2014/2015.

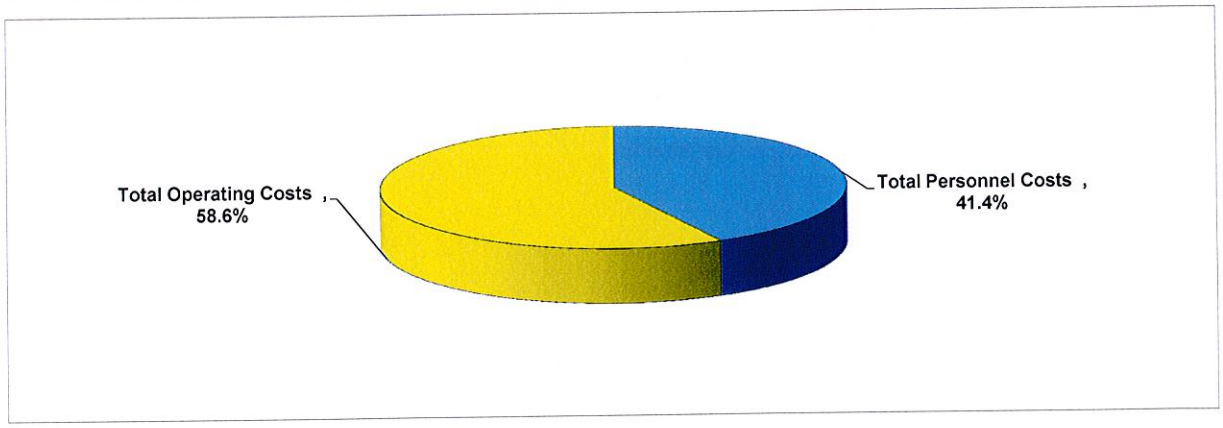
- Budget Summary:

Budgeted Revenues	$247,001
Budgeted Expenditures	$423,230
Net cost of Department	$176,229

- Budget includes $26,700 for the city to fund the continuation of continuing Yoga, Tai-Chi, and Art classes for next fiscal year that had been funded with the LSP grant in FY14-15, $17,988 to extend the weekend meals program, and $19,050 to fund the part time teachers that were previously funded by the School Board.

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

	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Amended Budget	FY 2015-16 Budget	% of Total	% Change from 2014-15
PERSONNEL						
Salaries	$ 76,011	$ 76,178	$ 75,555	$ 77,769	18.4%	2.9%
Part Time Year Round	45,115	47,646	50,436	79,093	18.7%	56.8%
Payroll Taxes	9,239	9,443	8,765	12,000	2.8%	36.9%
Pension & Retirement	11,417	4,755	-	-	0.0%	0.0%
Health Insurance	9,505	9,718	11,965	10,680	2.5%	-10.7%
Workers' Compensation	312	240	315	326	0.1%	3.4%
Total Personnel Costs	$ 151,599	$ 147,980	$ 147,036	$ 179,868	42.5%	22.3%
OPERATING						
Professional Services	2,215	2,410	4,765	1,845	0.4%	-61.3%
Contractual Services	15,541	12,144	20,971	38,580	9.1%	84.0%
Travel & Related Costs	172	-	350	350	0.1%	0.0%
Uniforms	-	-	280	252	0.1%	-10.0%
Utility Services	9,425	8,411	8,953	8,972	2.1%	0.2%
Repairs & Maintenance	782	636	3,050	3,050	0.7%	0.0%
Rentals & Lease	1,533	978	1,020	1,000	0.2%	-2.0%
Advertising & Promotions	358	-	1,225	1,225	0.3%	0.0%
Postage	63	42	84	83	0.0%	-1.2%
Office Supplies	95	291	600	500	0.1%	-16.7%
Operating Supplies	133,335	139,984	205,086	166,235	39.3%	-18.9%
Dues, Memberships & Subsc.	125	115	230	230	0.1%	0.0%
Training & Education	-	60	-	-	0.0%	0.0%
Liability Insurance	7,504	9,333	10,319	9,659	2.3%	-6.4%
Fleet Maintenance	2,337	3,972	3,554	6,400	1.5%	80.1%
Fuels, Oils, Lubricant	5,200	5,138	5,000	3,000	0.7%	-40.0%
Telephone/Internet	1,914	1,806	1,842	1,980	0.5%	7.5%
Total Operating Costs	$ 180,599	$ 185,320	$ 267,329	$ 243,361	57.5%	-9.0%
CAPITAL OUTLAY						
Improvements Other than Bldg			3,130	0	0.0%	0.0%
Machinery & Equipment			1,768	-	0.0%	-100.0%
Total Capital Outlay	$ -	$ -	$ 4,898	$ -	0.0%	-100.0%
TOTAL EXPENSES	**$ 332,198**	**$ 333,300**	**$ 419,263**	**$ 423,230**	**100.0%**	**0.9%**



Personnel Summary

	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Amended Budget	FY 2015-16 Budget	% of Total	% Change from 2014-15
Elderley Services Director	1	1	1	1	11.1%	0.0%
Part-time Employee						
Food Service Aide/Admin Asst	4	4	4	5	55.6%	25.0%
Screening & Assess Specialist	1	1	1	1	11.1%	0.0%
Driver	1	1	1	1	11.1%	0.0%
Substitute driver	1	1	1	1	11.1%	0.0%
Sub-total: Part-time employees	7	7	7	8	88.9%	14.3%
DEPARTMENT TOTAL	**8**	**8**	**8**	**9**	**100.0%**	**12.5%**

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.

FY2015-16 Budget Highlights or Modifications

- Proposed budget is $131,951 for FY2016.
- Budget Summary:

Budgeted Revenues	$131,951(funding from Forfeiture funds)
Budgeted Expenditures	$131,951
Net cost of Department	$ -0-

POLICE DEPARTMENT
Law Enforcement Trust Fund
Administration

	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Amended Budget	FY 2015-16 Budget	% of Total	% Change from 2014-15
OPERATING						
Professional Services	$ 2,510	$ 4,795	$ 45,178	$ 20,000	44.4%	-55.7%
Investigations	-	-	25,000	25,000	55.6%	0.0%
Operating Supplies	10,972	19,768	-	-	0.0%	0.0%
Rentals & Leases	19,296	17,870	24,000	-	0.0%	-100.0%
Total Operating Costs	$ 32,778	$ 42,433	$ 94,178	$ 45,000	100.0%	-52.2%
CAPITAL OUTLAY						
Machinery & Equipment	97,010	96,731	183,000	-	0.0%	-100.0%
Total Capital Outlay	$ 97,010	$ 96,731	$ 183,000	$ -	0.0%	-100.0%
TOTAL EXPENSES	**$ 129,788**	**$ 139,164**	**$ 277,178**	**$ 45,000**	**100.0%**	**-83.8%**

POLICE DEPARTMENT
Law Enforcement Trust Fund
Community Policing Office Budget

	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Amended Budget	FY 2015-16 Budget	% of Total	% Change from 2014-15
PERSONNEL						
OPERATING						
Professional Services	$ 240	$ 200	$ 300	$ 300	0.4%	0.0%
Contractual Services	-	-	2,500	-	0.0%	-100.0%
Travel & Related Costs	5	1,000	5,000	5,000	7.5%	0.0%
Utility Services	1,756	2,214	2,300	2,200	3.3%	-4.3%
Repairs & Maintenance	117	983	2,700	2,700	4.0%	0.0%
Rentals & Lease	21,134	21,655	22,584	22,584	33.7%	0.0%
Printing & Binding	-	-	1,000	1,000	1.5%	0.0%
Uniforms	630	-	1,000	1,000	1.5%	0.0%
Courier,UPS, Fedex-Overnight	-	-	250	250	0.4%	0.0%
Advertising & Promotions	784	951	6,500	6,500	9.7%	0.0%
Office Supplies	871	623	1,500	1,500	2.2%	0.0%
Operating Supplies	1,602	1,484	6,000	6,000	9.0%	0.0%
Liability Insurance	2,391	2,391	1,600	1,600	2.4%	0.0%
Dues, Memberships & Subsc.	25	28	250	250	0.4%	0.0%
Training & Education	1,323	610	10,000	10,000	14.9%	0.0%
Telephone & Internet	4,675	4,418	5,600	4,567	6.8%	-18.4%
Total Operating Costs	$ 35,553	$ 36,557	$ 69,084	$ 65,451	97.8%	-5.3%
CAPITAL OUTLAY						
Machinery & Equipment	-	1,043	1,500	1,500	2.2%	0.0%
Total Capital Outlay	$ -	$ 1,043	$ 1,500	$ 1,500	2.2%	0.0%
TOTAL EXPENSES	**$ 35,553**	**$ 37,600**	**$ 70,584**	**$ 66,951**	**100.0%**	**-5.1%**

POLICE DEPARTMENT
Law Enforcement Trust Fund
Criminal Justice Training

	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Amended Budget	FY 2015-16 Budget	% of Total	% Change from 2014-15
OPERATING						
Training & Education	$ -	$ -	$ 20,000	$ 20,000	100.0%	0.0%
Total Operating Costs	$ -	$ -	$ 20,000	$ 20,000	100.0%	0.0%
TOTAL EXPENSES	**$ -**	**$ -**	**$ 20,000**	**$ 20,000**	**100.0%**	**0.0%**

Building Department

Mission Statement

The mission of the Building Department is to ensure the safe and stable design, methods of construction, standards of workmanship and use of proper material in buildings/structures erected or altered.

Building Department

The responsibilities of Building include receiving permit applications, plans and miscellaneous documentation for review and processing requests for building permits. Plans are reviewed for standards, provisions and requirements for safe and stable designs, methods and uses of construction, standards for workmanship and uses of materials. They are also checked for compliance with standards for building materials used in buildings and/or structures hereafter erected, constructed, enlarged, repaired, moved, or otherwise altered or demolished in accordance with the Florida Building Code, as amended from time to time.

Goals

Establish building function as s separate Special revenue fund

Contact at least 10% of the number of customers who visit the Department daily to check on customer service and satisfaction.

Perform a final inspection on all permits issued and close them within 6 months of the issue date, provided that the work has been completed.

Objectives

To constantly improve customer service by soliciting feedback from at least 10% of our customers and using that feedback as a basis for ongoing departmental improvement.

To insure that 90% of all Building Permits are processed and handled in a timely manner, thus avoiding a backlog of open permits and the possibility of work being completed without proper inspections.

To plan for expanded building/permitting activity in the commercial sector. New construction along the Airport Highway Marine district is anticipated to increase dramatically over the next 12-24 months. This may mean the need for additional or outside contract inspectors and plan reviewers.

Continue to update fee structure to provide a self funding economic base for the Department.

Set up a technology fee to be added to all permits in order to fund future technological improvements for the building function.

2014-15 Accomplishments

- Continued one new hotel project (Hyatt) and completed one other (Best Western).
- Processed and issued 839 Building Permits for both the residential (707) and commercial (132) sectors as of May 31, 2015

2014-15 Accomplishments (continued)

- Maintained the Department running effectively during the transition of a retired Departmental Director (Tex Ziadie) and the beginning of a new Departmental Structure under Director/Building Official Ulises Fernandez.
- Began the separation of the Building and Code Compliance Departments into two different entities, with separate budgets.

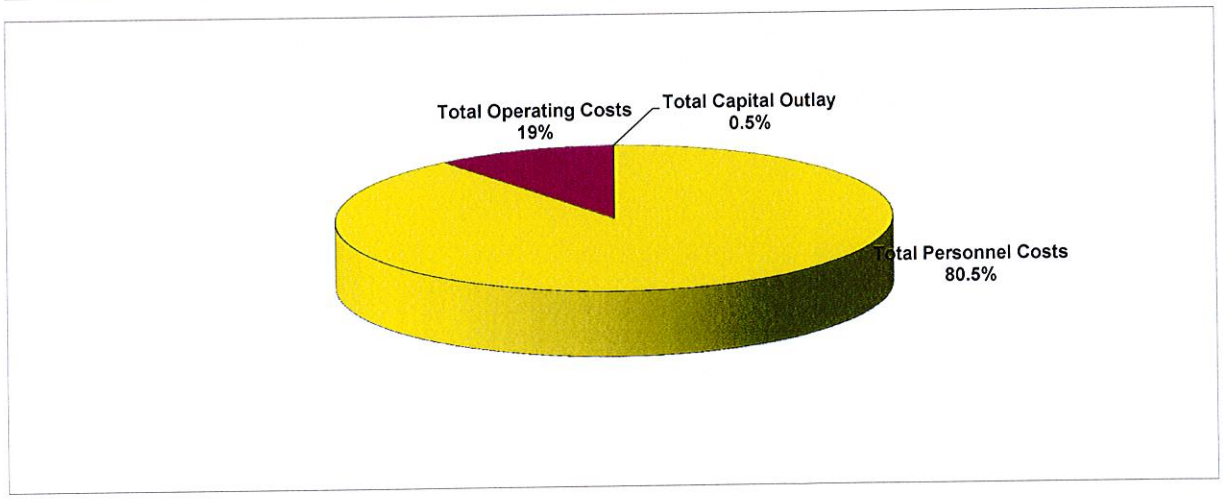
FY2015-16 Budget Highlights

- For FY 2015-16 the Building & Code Compliance Departments were separated into two separate functions. The Building function is now a separate Special Revenue fund while Code Compliance will remain as part of the General fund.
- Budget includes a request for $20,000 to contract the scanning and archiving of all Building Dept. records over a two to three year period.
- Budget also includes the addition of a full time Building Specialist I position.
- In accordance to State laws, the fees generated by the building function should be used for the exclusive purpose of funding the operating costs of the building function.
- Budget Summary:

Budgeted Revenues	$718,196
Budgeted Expenditures	$465,432
Operating surplus before indirect costs	$252,764
Indirect cost allocation	($252,764)
Net surplus of the Department	$ -0-

BUILDING OPERATIONS
Expenditure Detail

	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Amended Budget	FY 2015-16 Budget	% of Total	% Change from 2014-15
PERSONNEL						
Salaries	$ 205,955	$ 215,540	$ 164,841	$ 216,236	30.1%	31.2%
Part Time Year Round	144,324	162,968	133,000	40,000	5.6%	-69.9%
Overtime	110	95	-	-	0.0%	0.0%
Payroll Taxes	26,428	28,521	19,763	16,979	2.4%	-14.1%
Pension & Retirement	30,665	31,125	34,016	25,349	3.5%	-25.5%
Health Insurance	35,939	40,561	47,332	35,629	5.0%	-24.7%
Workers' Compensation	9,629	4,598	6,950	6,790	0.9%	-2.3%
Total Personnel Costs	$ 453,050	$ 483,408	$ 405,902	$ 340,984	47.5%	-16.0%
OPERATING						
Contractual Services	83,915	82,650	81,500	95,000	13.2%	16.6%
Travel & Related Costs	1,841	1,800	1,400	2,000	0.3%	42.9%
Repairs and Maintenance	4,691	2,256	2,800	2,800	0.4%	0.0%
Uniforms	308	762	1,400	1,400	0.2%	0.0%
Rentals & Lease	2,122	2,419	1,610	1,680	0.2%	4.3%
Printing & Binding	-	405	700	700	0.1%	0.0%
Postage	1,006	678	860	720	0.1%	-16.2%
Office Supplies	2,480	1,489	1,500	1,400	0.2%	-6.7%
Operating Supplies/CC Fees	2,926	9,131	5,200	5,400	0.8%	3.8%
Dues, Memberships & Subsc.	289	-	500	1,000	0.1%	100.0%
Training & Education	515	-	250	1,000	0.1%	300.0%
Liability Insurance	8,364	9,288	7,350	5,867	0.8%	-20.2%
Fleet Maintenance	5,220	5,118	-	-	0.0%	0.0%
Telephone/Internet	10,265	10,221	5,662	5,481	0.8%	-3.2%
Interfund Transfers-Indirect Cost	-	-	-	252,764	35.2%	100.0%
Total Operating Costs	$ 123,942	$ 126,217	$ 110,732	$ 377,212	52.5%	240.7%
CAPITAL OUTLAY						
Machinery & Equipment		-	2,000	-	0.0%	-100.0%
Total Capital Outlay	$ -	$ -	$ 2,000	$ -	0.0%	-100.0%
TOTAL EXPENSES	**$ 576,992**	**$ 609,625**	**$ 518,634**	**$ 718,196**	**100.0%**	**38.5%**



Personnel Summary

	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Amended Budget	FY 2015-16 Budget	% of Total	% Change from 2014-15
Building Specialist II,III	1	1	1	1	7.7%	0.0%
Building Specialist I	2	2	2	3	23.1%	50.0%
B&C Director	1	1	1	1	7.7%	0.0%
Total Full Time Employees	4	4	4	5	38.5%	25.0%
Inspectors	8	8	8	8	61.5%	0.0%
Building Official	-	-	1	-	0.0%	-100.0%
Total Part-Time Employees	8	8	9	8	61.5%	-11.1%
DEPARTMENT TOTAL	**12**	**12**	**13**	**13**	**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 2014-15 Accomplishments

- We have replaced 47- 90 Gallon Containers City wide
- Have produced a total of 29 excessive bulk trash invoices to Finance
- Established training & rotation of operators on various routes to improve service

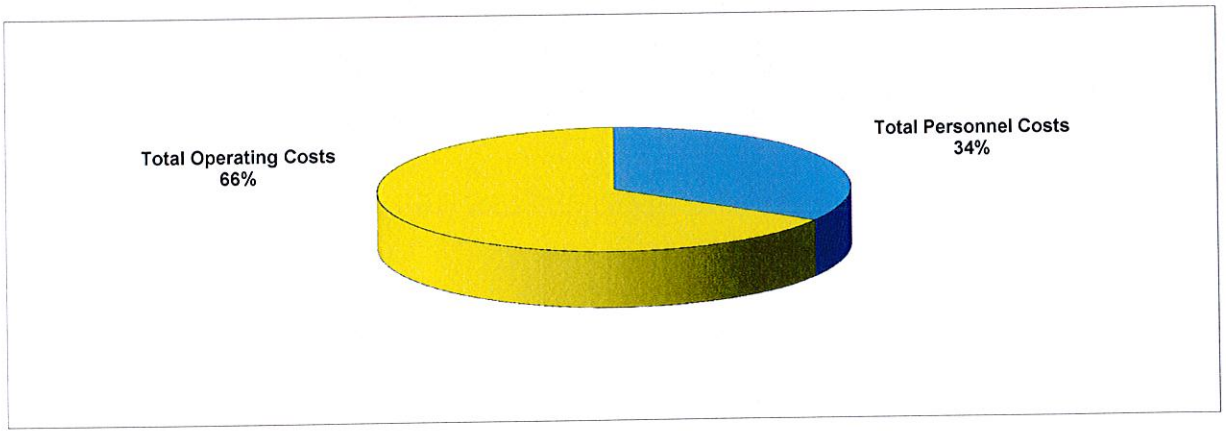
FY 2015-16 Budget Highlights

- Proposed budget is $82,472 or 3.4% higher than FY2014-15.
- Budget includes the purchase of two base loader trash cranes for $318,996 to replace the current equipment that has exceeded its operating life is becoming cost prohibitive to maintain.
- Budget Summary:

Budgeted Revenues	$2,539,030	(Funding from fees for services)
Budgeted Expenditures	$2,539,030	
Net cost of Department	$ -0-	

SANITATION FUND
Sanitation Operations - Expenditure Detail

	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Amended Budget	FY 2015-16 Budget	% of Total	% Change from 2014-15
PERSONNEL						
Salaries	$ 557,029	$ 578,100	$ 548,447	$ 575,317	22.7%	4.9%
Overtime	16,280	17,616	16,500	17,000	0.7%	3.0%
Payroll Taxes	40,834	43,644	32,172	45,312	1.8%	40.8%
Pension & Retirement	70,886	73,887	66,833	50,578	2.0%	-24.3%
Health Insurance	90,954	105,268	130,167	109,152	4.3%	-16.1%
Workers' Compensation	60,102	47,664	61,700	64,723	2.5%	4.9%
Total Personnel Costs	$ 836,085	$ 866,179	$ 855,819	$ 862,083	34.0%	0.7%
OPERATING						
Contractual Services	598,462	666,522	740,256	705,000	27.8%	-4.8%
Repairs & Maintenance	2,768	2,385	3,000	5,000	0.2%	66.7%
County Collection Fees	3,351	1,066	1,200	1,500	0.1%	25.0%
Operating Supplies	30,526	21,975	22,643	25,000	1.0%	10.4%
Fuels, Oils, Lubricants	73,984	75,696	80,000	80,000	3.2%	0.0%
Depreciation (non cash)	54,074	89,122	85,000	93,000	3.7%	9.4%
Bad Debt Expense	(13,624)	(23,028)	-	-	0.0%	0.0%
Liability Insurance	27,622	29,736	32,437	31,257	1.2%	-3.6%
Fleet Maintenance	187,274	182,092	159,714	255,000	10.0%	59.7%
Management Fee to Gen. Fund	470,000	470,000	470,000	470,000	18.5%	0.0%
Telephone/Internet	2,773	3,270	1,053	3,190	0.1%	202.9%
Total Operating Costs	$ 1,437,210	$ 1,518,836	$ 1,595,303	$ 1,668,947	65.7%	4.6%
DEBT SERVICE						
Interest	3,852	7,581	5,436	8,000	0.3%	47.2%
Total Debt Service	$ 3,852	$ 7,581	$ 5,436	$ 8,000	0.3%	47.2%
TOTAL EXPENSES	**$ 2,277,147**	**$ 2,392,596**	**$ 2,456,558**	**$ 2,539,030**	**100.0%**	**3.4%**



Personnel Summary

	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Amended Budget	FY 2015-16 Budget	% of Total	% Change from 2014-15
Sanitation Foreman	1	1	0	1	7.7%	100.0%
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 2014-15 Accomplishments

- 353 Work Orders completed for NPDES Inspections
- 1440 Linear feet of pipe was jetted
- 25 Work Orders completed for cleaning drain bottoms
- Routine monitoring for debris removal on top of drains
- Completed storm water additions to the 300 block of North Royal Poinciana Blvd.
- 22 Work Requests For Rocking & Grading Alleys
- Completed the Storm Water Drainage on Mokena Drive

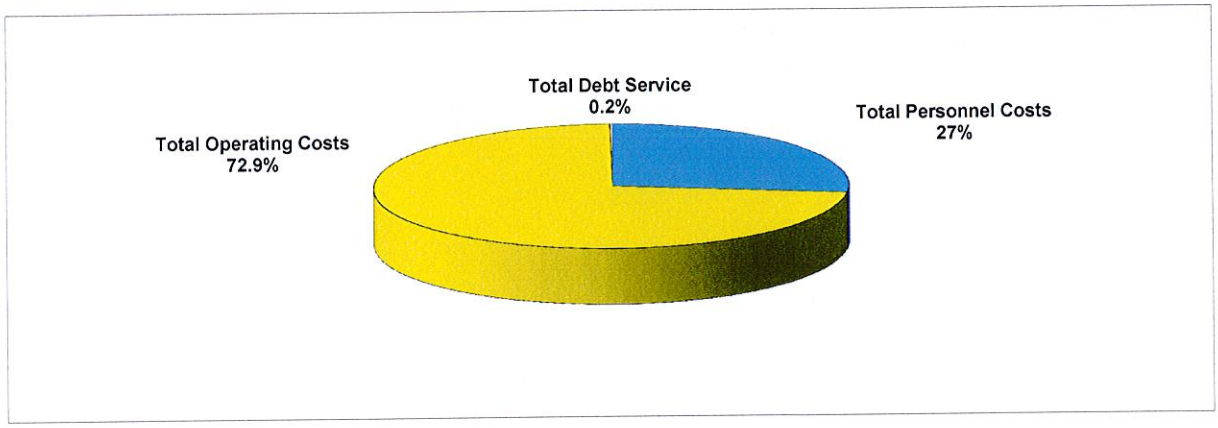
FY 2015-16 Budget Highlights

- Proposed budget is $44,367 or 8.7% lower than FY2014-15.
- Budget Summary:

Budgeted Revenues	$555,049(Funding from fees for services)
Budgeted Expenditures	$555,049
Net cost of Department	$ -0-

STORMWATER FUND
Storm Water Operations - Expenditure Detail

	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Amended Budget	FY 2015-16 Budget	% of Total	% Change from 2014-15
PERSONNEL						
Salaries	$ 90,055	$ 98,148	$ 93,505	$ 98,161	17.7%	5.0%
Overtime	206	1,962	1,500	1,500	0.3%	0.0%
Payroll Taxes	6,917	7,237	5,028	7,624	1.4%	51.6%
Pension & Retirement	13,478	15,058	13,624	11,507	2.1%	-15.5%
Health Insurance	18,729	22,781	28,278	22,652	4.1%	-19.9%
Workers' Compensation	8,178	6,120	7,920	8,314	1.5%	5.0%
Total Personnel Costs	$ 137,563	$ 151,306	$ 149,855	$ 149,758	27.0%	-0.1%
OPERATING						
Professional Services	1,020	34,267	34,600	35,000	6.3%	1.2%
Contractual Services	7,140	9,909	10,275	15,000	2.7%	46.0%
Utility Services	91	96	93	97	0.0%	4.3%
Repairs & Maintenance	29,207	4,508	15,000	15,000	2.7%	0.0%
Rentals & Lease		637	-	-	0.0%	0.0%
Operating Supplies	3,212	5,728	5,314	10,000	1.8%	88.2%
Fuels, Oils, Lubricants	4,906	11,793	5,500	10,000	1.8%	81.8%
WASA collection fees	13,795	15,459	9,500	20,000	3.6%	110.5%
Depreciation (non cash)	155,933	178,196	178,000	178,000	32.1%	0.0%
Bad Debt Expense	(334)	(2,237)	-	-	0.0%	0.0%
Liability Insurance	27,540	29,088	30,092	30,104	5.4%	0.0%
Fleet Maintenance	13,575	14,297	10,500	28,000	5.0%	166.7%
Management Fee to Gen. Fund	60,000	60,000	60,000	60,000	10.8%	0.0%
Telephone/Internet	2,773	3,270	1,053	3,190	0.6%	202.9%
Total Operating Costs	$ 318,858	$ 365,011	$ 359,927	$ 404,391	72.9%	12.4%
DEBT SERVICE						
Interest	971	609	900	900	0.2%	0.0%
Total Debt Service	$ 971	$ 609	$ 900	$ 900	0.2%	0.0%
TOTAL EXPENSES	**$ 457,392**	**$ 516,926**	**$ 510,682**	**$ 555,049**	**100.0%**	**8.7%**



Personnel Summary

	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Amended Budget	FY 2015-16 Budget	% of Total	% Change from 2014-15
Maintenance Worker I	1	2	2	2	66.7%	0.0%
Heavy Equipment Operator	1	1	1	1	33.3%	0.0%
FUND TOTAL	**2**	**3**	**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.

2014-15 Accomplishments

- All bond payments were timely paid and the City is in compliance with the Bond Indenture Covenants.
- Refinanced the Community Center Note at a lower interest cost generating a savings for our taxpayers.

2015-16 Budget Highlights

- Proposed budget is $ 13,553 or 1.1% higher than FY2014/2015.
- Budget Summary:

Budgeted Revenues	$ -0-
Budgeted Expenditures	$1,180,893
Net cost of Department	$1,180,893

CAPITAL IMPROVEMENT PLAN

CAPITAL IMPROVEMENTS PLAN

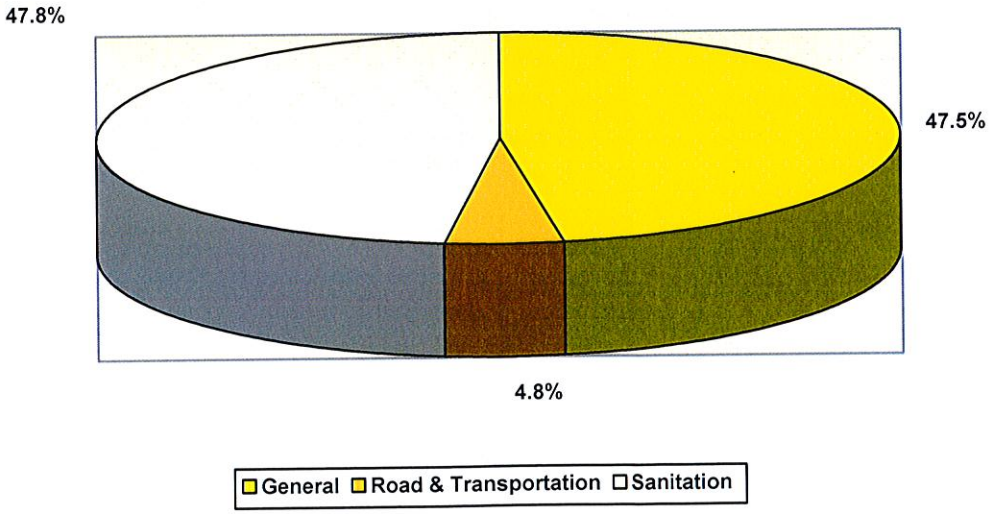
Following is the city's capital improvements plan for FY15-16 and a five year projection. Included in the plan are capital expenditures and capital projects. They are defined as follows:

> ***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.

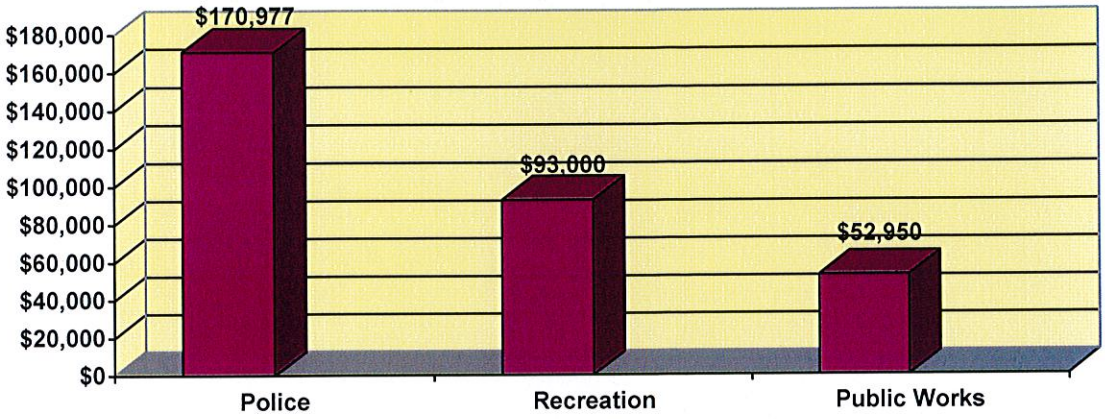
Following are graphic comparisons of budgeted capital and a detailed listing of capital by department and fund. In all cases, when departments submit their capital budgets, the requests for capital outlay must have an indication of the effect on operating costs and income.

Below are graphic illustrations of planned capital expenditures for FY15-16 broken out for General Fund by department and in total by fund.

2015-16 Capital Improvements-All Funds

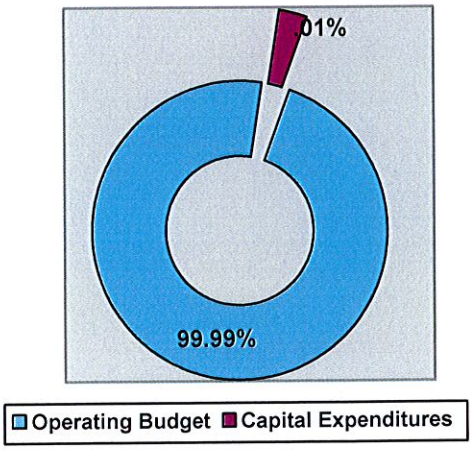


General Fund Capital FY 15-16



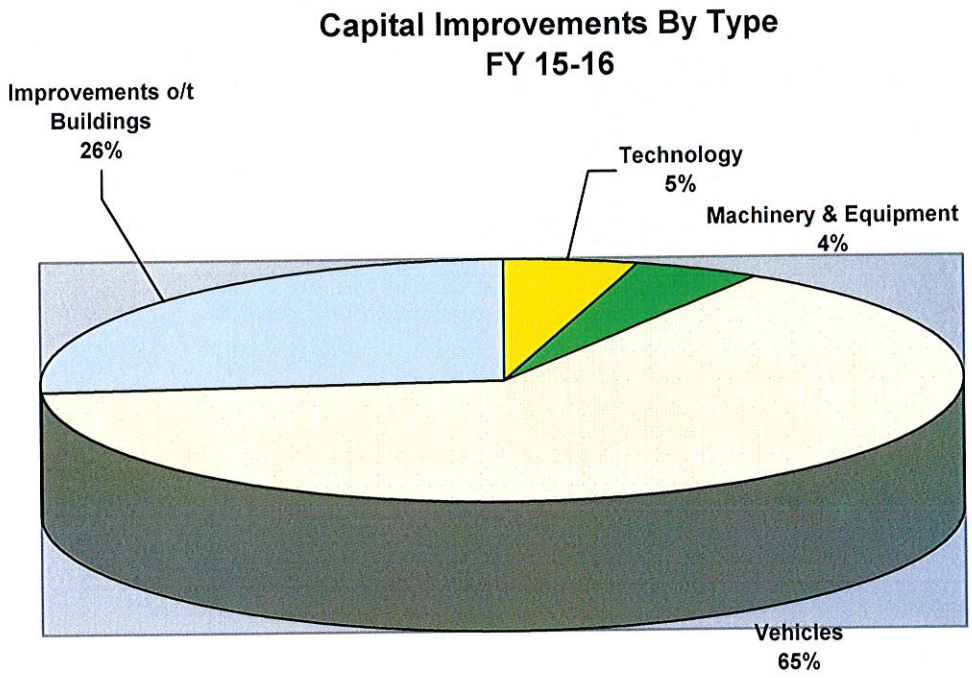
The chart below shows the relationship between the operating budget-all funds and capital expenditures for FY15-16. *These acquisitions will result in no impact on future operating costs of the city.*

FY 15-16 Operating-Capital Budgets



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 FY15-16.



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.

PROJECT REQUEST

Project Name: ***Street and Sidewalk repairs***

Estimated total Cost of Project (All Accounts)

$400,000

Funding Sources:

Funding is available from Local Option Gas Tax and the CITT/PTP (People's Transportation tax)

Project Description

1. Location
Citywide

2. Work to be Performed
Street/sidewalk improvements

3. Reason for Work
To correct the deterioration of the streets and sidewalks.

4. Impact on Operating Budget-Negligible
(Discussion of recurring costs, savings that will be realized, benefit to the city & residents)

PROJECT REQUEST

Project Name: ***Enhancement of Downtown Cross Walk Areas***

Estimated total Cost of Project (All Accounts)

$31,951

Funding Sources:

Funding is available from the CITT/PTP (People's Transportation tax)

Project Description

1. Location
Downtown Circle

2. Work to be Performed
Installation of StreetBrick High Friction Stamped Asphalt

3. Reason for Work
To enhance and beautify the downtown crosswalks.

4. Impact on Operating Budget-Negligible
(Discussion of recurring costs, savings that will be realized, benefit to the city & residents)

PROJECT REQUEST

Project Name: ***Replacement of Playground at Prince Field Tot Lot***

Estimated total Cost of Project (All Accounts)

$180,000

Funding Sources:

1) $90,000 of the funding is available in the Parks and recreation Administration budget, while the other $90,000 will come from designated fund balance.

Project Description

1. Location
Prince Field Tot lot

2. Work to be Performed
Replace existing playground

3. Reason for Work
The existing playground equipment is aging and in poor shape, has become a safety issue.

4. Impact on Operating Budget-Negligible
(Discussion of recurring costs, savings that will be realized, benefit to the city & residents)

PROJECT REQUEST

Project Name: ***Replacement of Restrooms on the Golf Course***

Estimated total Cost of Project (All Accounts)

$35,000

Funding Sources:

1) $35,000 will come from designated fund balance.

Project Description

1. Location
Golf Course

2. Work to be Performed
Renovate existing restrooms

3. Reason for Work
The existing restrooms are aging and in poor condition.

4. Impact on Operating Budget-Negligible
(Discussion of recurring costs, savings that will be realized, benefit to the city & residents)

CITY OF MIAMI SPRINGS
FY 2015-2016 Budget
CAPITAL EXPENDITURE SUMMARY-ALL FUNDS

Department	Total Budgeted	Description of expenditure	
Police	$ 170,977		
		Two 2016 Ford Interceptor Utility Vehicles	$ 54,304
		One 2016 Ford Interceptor Utility Vehicle (K-9)	$ 31,667
		One 2016 Ford Interceptor Utility Admin Vehicle	$ 27,152
		Four sets of light bars, deck lights, corner strobe kits, cages (prisoner transport), laptop computer mounts, K-9 vehicle equipment, plus installation, shipping, labor	$ 25,854
		Police-friendly Telephone System	$ 18,000
		Digital Voice Recording System for Dispatch/Equipment	$ 14,000
			$ 170,977
Public Works	$ 403,897		
		2- Peterson Model RS3 Base Loader Trash Cranes	318,996
		Trane Air Condition Coil Replacement at City Hall	52,950
		Installation of StreetBrick High Friction Stamped Asphalt and	-
		Installation in the Down Town Circle Area Crosswalks	31,951
			403,897
Parks & recreation	$ 93,000		
		New playground at prince Field (total $180,000, $90K in designated fund balance)	90,000
		Sand Pro for field maintenance	3,000
			93,000
			-
Total	**$ 667,874**	**Total**	**$ 667,874**

CITY OF MIAMI SPRINGS
CAPITAL EXPENDITURE SUMMARY-ALL FUNDS

Below is a summary of all capital expenditures included in the budget for FY 2015-16

BY FUND		BY DEPARTMENT		BY CATEGORY	
General	$ 316,927	City Clerk	-	Vehicles	432,119
		Building & Code	-		
Road & Transportation	31,951	Information Technology	-	Technology	32,000
		Police	170,977		
Elderly services	-	LETF	-	Machinery & Equipment	28,854
		Public Services	52,950		
Golf Course	-	Recreation	93,000	Improvements O/T Buildings	174,901
		Road & Transportation	31,951		
Sanitation	318,996	Elderly services	-		
		Golf Course	-	Buildings	-
Stormwater	-	Sanitation	318,996		
		Stormwater	-		
LETF	-	Capital Projects	-		
		Finance	-		
Capital Projects	-	Planning	-		
Total	**$ 667,874**	**Total**	**$ 667,874**	**Total**	**$ 667,874**

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

5 YEAR CAPITAL IMPROVEMENT PLAN

CITY OF MIAMI SPRINGS
CAPITAL IMPROVEMENT PLAN (5 YEARS)

	SOURCE OF FUNDING	2016-2017	2017-2018	2018-19	2019-20	2020-2021	Totals
POLICE							
Police Cars	Revenues	116,517	120,012	123,613	127,321	131,141	618,604
Police radars	Revenues	3,600	-	3,900	-	4,200	11,700
Computer and Radio Equipment	Revenues	15,000	15,000	15,000	20,000	20,000	85,000
Vehicle Emergency Equipment	Revenues	26,630	27,429	28,251	29,099	29,972	141,381
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		300,000
Cart Barn	Revenues	-	300,000	-			300,000
T-Boxes	Revenues	-	-		180,000		180,000
Cart Paths	Revenues	-				500,000	500,000
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							
New Tennis Courts at Golf Course	Revenues	700,000		-			700,000
Perimeter Fence at Prince Field	Revenues		30,000				30,000
Replace Playground Surface at Prince/Pdove	Revenues	10,000			10,000		20,000
Add Shade Structure's to Prince Field Bleachers	Revenues		60,000				60,000
Replace Mound at Prince South Field	Revenues		3,400			3,400	6,800
Replace Vita Course at Stafford Park	Revenues		80,000				80,000
Repave Vita Course Track	Revenues	125,000					125,000
Vita Course Ligths	Revenues				165,000		165,000
10 Neighborhood Pocket Parks	Revenues			25,000		25,000	50,000
Dog Park Canopy	Revenues				30,000		30,000
Laser Grade and Clay to Ballfields	Revenues	5,000	15,000	5,000		15,000	40,000
Community Center paint	Revenues			50,000			50,000
Re-sod Prince Field	Revenues	150,000					150,000
Re-Paint Concession Stands at Stafford	Revenues	15,000				15,000	30,000
Replace Playground at Prince Field	Revenues	150,000					150,000
Resurface and Repaint Gym Floor w/ City Logo	Revenues				20,000		20,000
Resurface Gym Floor	Revenues	7,000	-	7,000		7,000	21,000
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 Dug-Outs at Peavy Dove	Revenues			25,000			25,000
Replace Irrigation on Ball Fields	Revenues		15,000				15,000
New Picnic Tables and Trash Receptacles for All Facilities	Revenues		40,000				40,000
Batting Cage Renovation	Revenues			20,000			20,000
Roof at Community Center	Revenues	-				150,000	150,000
		-					-
PUBLIC WORKS							
Re-building the gazebo on the Circle possibly in concrete	Revenues		50,000			50,000	100,000
Re-roofing main Building at Public Works	Revenues	40,000		40,000			80,000
Decorative street lights-Circle-hook Square area	Revenues				190,000		190,000
Electrical for Circle (underground wiring)	Revenues				55,000		55,000
Curtis Parkway Circle Parking Lot	Revenues				500,000		500,000
							-
TOTAL GENERAL FUND		1,487,747	1,314,841	839,764	3,926,420	1,000,713	8,569,485
ELDERLY SERVICES							
Building replacement/addition	Revenues		500,000	500,000	500,000	500,000	2,000,000
New Bus	Revenues	-		70,000	-	-	70,000
TOTAL SENIOR CENTER		-	-	70,000	-	-	- 2,070,000
ROAD AND TRANSPORTATION							
streetlight improvements	CITT Funds	100,000	115,000	115,000	100,000	100,000	530,000
street/sidewalk milling and resurfacing	CITT Funds	100,000	100,000	100,000	100,000	100,000	500,000
TOTAL ROAD & TRANS.		200,000	215,000	215,000	200,000	200,000	1,030,000
SANITATION							
New Sanitation Vehicles Bulk Trash Dump Trucks	Revenues	195,000	130,000	130,000		75,000	530,000
STORMWATER							
drainage/pump station improvements	Grant/Revenues	300,000	70,000	70,000	70,000	70,000	580,000
TOTAL ENTERPRISE FUNDS		495,000	200,000	200,000	70,000	145,000	1,110,000
TOTAL ALL FUNDS		2,182,747	1,729,841	1,324,764	4,196,420	1,345,713	12,779,485

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.

	FY12-13 Actual	FY13-14 Actual	FY14-15 Amended Budget	FY15-16 Budget	% of Total	% Change from 2014-15
Beginning Balance	$ 4,394,465	$ 3,692,342	$ 4,263,647	$ 4,346,738		
Revenues/Sources						
Taxes	5,823,021	6,669,201	6,977,607	7,103,405	45.8%	1.8%
Franchise Fees	873,906	940,553	875,000	945,000	6.1%	8.0%
Utility Taxes	1,758,170	1,808,208	1,681,000	1,809,000	11.7%	7.6%
Licenses and Fees	740,407	1,043,212	974,700	182,000	1.2%	-81.3%
Intergovernmental Revenues	1,990,594	1,851,894	1,946,297	2,017,494	13.0%	3.7%
Charges for Services	1,983,774	2,124,889	2,292,361	2,423,208	15.6%	5.7%
Fines and Forfeitures	526,592	421,708	462,682	474,000	3.1%	2.4%
Interest Income	5,389	12,042	9,000	12,000	0.0%	33.3%
Miscellaneous	277,807	243,453	252,900	277,420	1.8%	9.7%
Interfund Transfers	-	-	-	252,764	0.0%	0.0%
Proceeds from Debt	-	623,843	96,949	-	0.0%	0.0%
Total revenues/sources	13,979,661	15,739,003	15,568,496	15,496,290	100.0%	-0.5%
Expenditures/Uses						
General Government	$ 2,385,340	$ 2,253,344	$ 2,373,210	$ 2,389,965	15.4%	0.7%
Public Safety	6,396,489	6,370,435	6,697,504	6,550,705	42.3%	-2.2%
Public Services	1,755,072	1,591,867	1,692,371	1,721,936	11.1%	1.7%
Recreation and Culture	3,503,822	4,142,669	4,143,266	3,606,756	23.3%	-12.9%
Interfund Transfers Out	641,062	809,383	579,054	1,226,928	7.9%	111.9%
Total Expenditures/uses	$ 14,681,784	$ 15,167,698	$ 15,485,405	$ 15,496,290	100.0%	0.1%
Excess(Deficit) of revenues over expenditures	$ (702,123)	$ 571,305	$ 83,091	$ (0)		-100.0%
Ending Balances	$ 3,692,342	$ 4,263,647	$ 4,346,738	$ 4,346,738		0.00%

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.

	FY12-13 Actual	FY13-14 Actual	FY14-15 Amended Budget	FY15-16 Budget	% of Total	% Change from 2014-15
Beginning Balance	$ 418,562	$ 422,685	$ 137,908	$ 131,951		
Revenues/Sources						
Intergovernmental Revenues	494,887	526,776	503,889	531,333	96.9%	5.4% x
Miscellaneous	15,194	19,451	17,136	17,200	3.1%	0.0%
Total revenues/sources	510,081	546,227	521,025	548,533	100.0%	5.3%
Expenditures/Uses						
Public Services	505,957	831,004	601,073	680,484	100.0%	13.2% x
Interfund transfers out	-	-	$0			
Total Expenditures/uses	$ 505,957	$ 831,004	$ 601,073	$ 680,484	100.0%	13.2%
Excess(Deficit) of revenues over expenditures	$ 4,123	$ (284,777)	$ (80,048)	$ (131,951)		64.8%
Ending Balances	$ 422,685	$ 137,908	$ 57,860	$ (0)		-100.0%

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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.

	FY12-13 Actual	FY13-14 Actual	FY14-15 Amended Budget	FY15-16 Budget	% of Total	% Change from 2014-15	
Beginning Balance	$ -	$ (0)	$ (0)	$ (0)			
Revenues/Sources							
Intergovernmental Revenues	177,894	203,273	249,501	227,001	53.6%	-9.0%	x
Charges for services	20,303	19,403	18,375	20,000	4.7%	8.8%	x
Interfund Transfers	134,000	110,622	151,386	176,229	41.6%	16.4%	x
Total revenues/sources	332,197	333,299	419,262	423,230	100.0%	0.9%	
			-				
Expenditures/Uses							
Recreation and Social Services	332,197	333,299	419,262	423,230	100.0%	0.9%	x
Total Expenditures/uses	$ 332,197	$ 333,299	$ 419,262	$ 423,230	100.0%	0.9%	
Excess(Deficit) of revenues over expenditures	$ (0)	$ (0)	$ -	$ -		0.0%	
Ending Balances	$ (0)	$ (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..

	FY12-13 Actual	FY13-14 Actual	FY14-15 Amended Budget	FY15-16 Budget	% of Total	% Change from 2014-15
Beginning Balance	$ 62,417	$ 675	$ 496	$ 496		
Revenues/Sources						
Interfund Transfers	507,062	698,761	1,194,445	1,180,893	100%	-1.1%
Total revenues/sources	507,062	698,761	1,194,445	1,180,893	100%	-1.1%
Expenditures/Uses						
Principal Payments	440,297	574,490	895,546	896,519	76%	0.1%
Interest Payments	128,506	124,450	298,899	284,374	24%	-4.9%
Administrative Expenses	-	-	-	-	0%	0.0%
Total Expenditures/uses	$ 568,804	$ 698,941	$ 1,194,445	$ 1,180,893	100%	-1.1% x
Excess(Deficit) of revenues over expenditures	$ (61,742)	$ (179)	$ -	$ -		0.0%
Ending Balances	$ 675	$ 496	$ 496	$ 496		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.

	FY12-13 Actual	FY13-14 Actual	FY14-15 Amended Budget	FY15-16 Budget	% of Total	% Change from 2014-15
Beginning Balance	$ 874,724	$ 760,557	$ 682,995	$ 318,233		
Revenues/Sources						
Fines and Forfeitures	49,422	97,503	-	-	0.0%	0.0% x
Interest Income	1,750	1,698	3,000	1,500	100.0%	100.0% x
Total revenues/sources	51,172	99,200	3,000	1,500	100.0%	-50.0%
Expenditures/Uses						
Public Safety	165,339	176,762	367,762	131,951	100.0%	-64.1%
Total Expenditures/uses	$ 165,339	$ 176,762	$ 367,762	$ 131,951	100.0%	-64.1%
Excess(Deficit) of revenues over expenditures	$ (114,167)	$ (77,562)	$ (364,762)	$ (130,451)		-64.2%
Ending Balances	$ 760,557	$ 682,995	$ 318,233	$ 187,782		-41.0%

CITY OF MIAMI SPRINGS
Projected Changes in Fund Balance-Building Operations Fund

The Building Operations Fund accounts for all revenues and expenditures of the building and permitting function.

	FY12-13 Actual	FY13-14 Actual	FY14-15 Amended Budget	FY15-16 Budget	% of Total	% Change from 2014-15	
Beginning Balance	$ -	$ -	$ -	$ -			
Revenues/Sources							
Charges for services	-	-	-	718,196	100.0%	100.0%	x
Total revenues/sources	-	-	-	718,196	100.0%	100.0%	
			-				
Expenditures/Uses							
Interfund transfer-indirect costs				252,764	35.2%	100.0%	
Public Safety	-	-	-	465,432	64.8%	100.0%	x
Total Expenditures/uses	$ -	$ -	$ -	$ 718,196	100.0%	100.0%	
Excess(Deficit) of revenues over expenditures	$ -	$ -	$ -	$ 0		100.0%	
Ending Balances	$ -	$ -	$ -	$ 0			

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.

	FY12-13 Actual	FY13-14 Actual	FY14-15 Amended Budget	FY15-16 Budget	% of Total	% Change from 2014-15
Beginning Net Assets	$ 835,762	$ 796,451	$ 612,812	$ 418,724		
Revenues/Sources						
Charges for Services	2,250,635	2,256,731	2,346,945	2,347,000	100.0%	0.0%
Miscellaneous	1,124	988	-	1,000	0.0%	100.0%
Total revenues/sources	2,251,759	2,257,719	2,346,945	2,348,000	100.0%	0.0%
Expenditures/Uses						
Operating Expenses	2,291,070	2,441,358	2,541,033	2,539,030	100.0%	-0.1%
Total Expenditures/uses	$ 2,291,070	$ 2,441,358	$ 2,541,033	$ 2,539,030	100.0%	-0.1%
Excess(Deficit) of revenues over expenditures	$ (39,311)	$ (183,639)	$ (194,088)	$ (191,030)		0.0%
Ending Net Assets	$ 796,451	$ 612,812	$ 418,724	$ 227,695		-45.6%

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.

	FY12-13 Actual	FY13-14 Actual	FY14-15 Amended Budget	FY15-16 Budget	% of Total	% Change from 2014-15
Beginning Net Assets	$ 2,951,246	$ 2,773,404	$ 2,485,243	$ 2,250,061		
Revenues/Sources						
Charges for Services	279,319	230,906	275,000	250,000	99.8%	-9.1%
Miscellaneous	565	95	500	500	0.2%	0.0%
Total revenues/sources	279,884	231,001	275,500	250,500	100.0%	-9.1%
Expenditures/Uses						
Operating Expenses	457,726	519,162	510,682	555,049	100.0%	8.7%
Total Expenditures/uses	$ 457,726	$ 519,162	$ 510,682	$ 555,049	100.0%	8.7%
Excess(Deficit) of revenues over expenditures	$ (177,842)	$ (288,161)	$ (235,182)	$ (304,549)		29.5%
Ending Net Assets	$ 2,773,404	$ 2,485,243	$ 2,250,061	$ 1,945,512		-13.5%

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.

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, of 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.