



CITY OF MIAMI SPRINGS, FLORIDA

Mayor Maria Puente Mitchell

**Vice Mayor Jorge Santin
Councilman Walter Fajet, Ph. D.**

**Councilwoman Jacky Bravo
Councilman Victor Vazquez, Ph.D.**

Decorum: "Any person making impertinent or slanderous remarks or who becomes boisterous while addressing the City Council, shall be barred from further audience before the City Council by the Mayor, unless permission to continue or again address the City Council is granted by the majority vote of the City Council members present. In accordance with the foregoing, the City Council has determined that racial or ethnic slurs, personal attacks and comments unrelated to City matters or issues constitute prohibited comments from the podium."

CITY COUNCIL WORKSHOP MEETING AGENDA


Monday, August 7, 2022 – 6:00 p.m.

**City Hall, Council Chambers, 201 Westward Drive, Miami Springs, Florida
(In-person and virtually. See pages 3-4 for additional information)**

- 1. Call to Order/Roll Call**
- 2. Invocation:** Councilwoman Jacky Bravo
Salute to the Flag: Audience participation
- 3. Workshop on Proposed Fiscal Year 2023-2024 Budget**
 - I. Opening Remarks by Interim City Manager Tammy Romero
 - II. Overview of Budgetary Process by Finance Director Chris Chiocca
 - III. City Council – Section 2
 - IV. City Clerk – Section 3
 - V. Police – Section 9
 - VI. LETF Fund – Section 10
 - VII. IT Services – Section 12
 - VIII. Planning – Section 8
 - IX. Parks and Recreation – Section 14
 - X. Senior Services-Section 16
 - XI. Finance – Section 6
- 4. Adjourn**

Department Heads are required to attend this meeting

Next Budget Workshop Meeting: Monday, August 21, 2023 at 6:00 p.m.

Please visit www.miamisprings-fl.gov for current meeting schedule or follow us on  Twitter @MIAMISPRINGSFL

Live streaming video of this meeting is available at <http://www.miamisprings-fl.gov/webcast>.

Anyone wishing to obtain a copy of an agenda item may contact the City Clerk at (305) 805-5006, download the complete agenda packet from www.miamisprings-fl.gov or view the materials at City Hall during regular business hours.

Pursuant to Florida Statute 286.0114, the City Council provides the public with a reasonable opportunity to be heard on all matters.

If any person decides to appeal any decision of this Board with respect to any matter considered, s/he will need a record of the proceedings and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is made (F. S. 286.0105), all of which the City does not provide.

In accordance with the Americans with Disabilities Act, persons needing a special accommodation to participate in this proceeding should contact the City Clerk, 201 Westward Drive, Miami Springs, Florida 33166. Telephone: (305) 805-5006, no later than (7) days prior to the proceeding.

Pursuant to Sec. 2-11.1 (S) of the Miami-Dade County Code and Miami Springs Code of Ordinances Chapter 33 - §33-20, all persons, firms or corporations employed or retained by a principal who seeks to encourage the passage, defeat, or modifications of (1) ordinance, resolution, action or decision of the City Council; (2) any action, decision, recommendation of any City Board or Committee; or (3) any action, decision or recommendation of City personnel during the time period of the entire decision-making process on such action, decision or recommendation which will be heard or reviewed by the City Council, or a City Board or Committee shall register with the City before engaging in any lobbying activities on forms prepared for this purpose and shall state under oath his or her name, business address, the name and business address of each person or entity which has employed said registrant to lobby, and the specific issue on which he or she has been employed to lobby. A copy of the lobbyist registration form is available from the Office of the City Clerk.



CITY OF MIAMI SPRINGS PUBLIC MEETING NOTICE

The City of Miami Springs will hold a Council workshop on:
Monday, August 7, 2023 at 6:00 p.m. at
City Hall, Council Chambers, 201 Westward Drive, Miami Springs, Florida
(Physical Meeting Location)

The meeting agenda is available online at: <https://www.miamisprings-fl.gov/meetings>

Elected officials and City staff will participate from the physical meeting location. Members of the public may attend the meeting in person at the physical meeting location, or, alternatively, may watch or call in to the meeting by following these instructions:

ATTEND THE MEETING IN PERSON AT THE PHYSICAL MEETING LOCATION

The meeting will be held in person at the physical meeting location stated above. Admission to the physical meeting location is on a first-come, first-serve basis and space is limited. Doors will open 30 minutes prior to the meeting start time. The City highly encourages those in attendance to wear facial coverings and abide by social distancing as recommended by the CDC.

WATCH THE MEETING

- **ZOOM Meeting ID: 863-9512-4146**
- **YouTube:** <https://www.youtube.com/@MiamiSprings>
- **From your computer/mobile device:** <https://www.miamisprings-fl.gov/meetings>

CALL IN TO THE PUBLIC MEETING

Dial 305-805-5151 or 305-805-5152

(Alternatively, you may also dial the phone numbers below to join the meeting:
1 (646) 558 8656, 1 (301) 715 8592, 1 (312) 626 6799, 1 (669) 900 9128, 1 (253) 215 8782,
1 (346) 248 7799) **then input the Meeting ID: 863-9512-4146, followed by #.**
There is no participant ID. Press # again.

Any person requiring special accommodations to access this proceeding is asked to advise the City at least 2 days before the proceeding by contacting the City Clerk at cityclerk@miamisprings-fl.gov

PUBLIC COMMENTS WILL BE ACCEPTED BY THE FOLLOWING MEANS:

EMAILED COMMENTS: Members of the public may email their public comments to the City in advance of the meeting. Please email the City at cityclerk@miamisprings-fl.gov by 12:00 p.m. on the day of the meeting with the subject line "PUBLIC COMMENT" and the following information in the body of the email: Your Name, Address, if you are a hired Consultant or City Employee, and/or if you are engaged in Lobbying Activities and/or representing an organization. Please limit your comments to no more than 350 words. Public comments received via email may be read into the record during the public comment portion of the agenda, if any.

IN-PERSON COMMENTS: Members of the public may attend the meeting at the physical meeting location stated above and deliver their public comments in person during the public comment portion of the agenda.

VIRTUAL COMMENTS: *Public comments will also be accepted during the meeting using the virtual meeting platform as follows:*

By telephone: To ask to speak during the meeting, call in to the meeting using the instructions above. Please press *9 from your telephone and you will be called on to speak during public comments and identified by the last 4-digits of your telephone number.

During the meeting, when your name or the last 4-digits of your telephone number is called, you will be unmuted and you may deliver your comments.

Please be sure to be in a quiet area to avoid unnecessary noise. Please provide the following information before delivering your comments: Your Name, Address, if you are a hired Consultant or City Employee, and/or if you are engaged in Lobbying Activities and/or representing an organization.

A time limit may be imposed for each speaker during public comment.
Your cooperation is appreciated in observing the time limit.

Any person making impertinent or slanderous remarks or who becomes boisterous while addressing the City Council, shall be barred from further audience before the City Council by the Mayor, unless permission to continue or again address the City Council is granted by the majority vote of the City Council members present. In accordance with the foregoing, the City Council has determined that racial or ethnic slurs, personal attacks and comments unrelated to City matters or issues constitute prohibited comments when addressing the Council during public comments.

PUBLIC RECORDS

The meeting will be recorded for later viewing and is a public record. The virtual chat, if any, will be saved and is a public record. Minutes of the meeting will be taken and will be made available.

NOTICE PURSUANT TO §286.0105, FLORIDA STATUTES

IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE BOARD, AGENCY, OR COMMISSION WITH RESPECT TO ANY MATTER CONSIDERED AT THIS MEETING OR HEARING, HE OR SHE WILL NEED A RECORD OF THE PROCEEDINGS, AND FOR SUCH PURPOSE, HE OR SHE MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED.

AMERICANS WITH DISABILITIES ACT

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this proceeding is asked to advise the City at least 2 days before the proceeding by contacting the City Clerk's Office at 305-805-5006.

LOBBYING ACTIVITIES

In accordance with Section 33-01 of the City Code, adopting Section 2-11.1(s) of the Miami-Dade County Code, any person engaging in lobbying activities, as defined therein, must register at the City Clerk's Office before addressing the City Council on the agenda items or engaging in lobbying activities. Specifically, all persons, firms or corporations employed or retained by a principal who seeks to encourage the passage, defeat, or modifications of (1) ordinance, resolution, action or decision of the City Council; (2) any action, decision, recommendation of any City Board or Committee; or (3) any action, decision or recommendation of City personnel during the time period of the entire decision-making process on such action, decision or recommendation which will be heard or reviewed by the City Council, or a City Board or Committee shall register with the City before engaging in any lobbying activities on forms prepared for this purpose and shall state under oath his or her name, business address, the name and business address of each person or entity which has employed said registrant to lobby, and the specific issue on which he or she has been employed to lobby. A copy of the lobbyist registration form is available from the Office of the City Clerk and online at: <https://www.miamisprings-fl.gov/cityclerk/lobbyist-registration-form-0>.

Have questions or need additional information?

Write: cityclerk@miamisprings-fl.gov

Call: 305-805-5006

Mail: 201 Westward Drive, Miami Springs, FL 33166



PROPOSED BUDGET

FISCAL YEAR

2023 - 2024

City of Miami Springs, Florida

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AGENDA MEMORANDUM

Meeting Date: August 7, 2023

To: The Honorable Mayor Maria Puente Mitchell and Members of the City Council

From: Tammy Romero, Interim City Manager

Via: Chris Chiocca, Finance Director

Subject: FY 2023-24 Budget Workshops

In preparation for the first budget workshop scheduled for August 7, 2023, we are presenting Council with the FY 23-24 budget workbook which includes various options and alternatives to assist Council in making sound financial decisions when addressing the proposed FY 23-24 budget.

At the millage rate cap of 6.9900, the budget would show a deficit of \$594,603 that may be funded from available fund balance.

At the current operating millage rate of 6.9100, the budget will create a deficit of \$716,625. This scenario also includes the budget assumptions detailed below and does not include any items on the wish list.

Each reduction of .10 in millage is equivalent to \$152,528 for FY 23-24.

The total **General fund** budget is \$23,111,476 of which \$14,121,576 or 61.1% represents employee salaries and benefits. The remainder of \$8,989,900 is to cover all other City needs.

The following are the more significant budget funding requirements:

- For FY 23-24 we have capital expenditures of approximately \$163,100 in the General fund, which includes the following; Parks and recreation has \$20,000 to renovate tennis courts, Finance has \$1,500 for an electronic check signing program, Golf has \$4,000 for refreshing the shop and driving range ball machine areas, Police has \$3,000 for two admin laptops, \$1,100 for one router, \$20,000 for seven Toughbook laptops, \$8,000 for five AED Defibrillators, \$49,500 for ten radios, \$16,000 for cameras and license (grant funded), \$30,000 for storage array (grant funded) and \$10,000 for fingerprint scanners.

The following are other funds that do not affect the general fund: The Sanitation department, which is an Enterprise fund, included \$34,383 for a new Ford F-1 Regular Cab XL 4x2.

- The FY 23-24 budget includes a 4% COLA for all general employees, total General fund cost of this is approximately \$213,000.

- For FY 23-24 we will be adding an additional part time code compliance officer.
- Health insurance costs will increase by 8.5% for FY 23-24. Total cost of this increase in General fund is approximately \$128,000.
- Property insurance costs will increase by approximately 140% for FY 23-24. Total cost of this increase in General fund is approximately \$419,000.
- The City is currently in union negotiations with the FOP.
- The Police budget includes retirement payouts in the amount of approximately \$159,000.
- Budget includes an approximate annual increase in the City Manager budget of \$155,000.
- The City Manager budget includes \$45,000 for the City's lobbyist, as well as \$36,000 for grant writer services.
- Increase in Senior Center funding of approximately \$210,000.
- The Public Works budget includes \$50,000 for citywide tree planting, and \$100,000 for tree trimming.
- Council budget includes a \$35,000 funding request from CMI for next fiscal year, \$14,000 for the River Cities Festival, and \$6,000 request from the Historic Museum for storage costs.

The city has accumulated a healthy unassigned fund balance over the years in order to meet unexpected events or disasters. It is projected that at the end of FY 23 the available and unassigned general fund balance will be approx. \$7.0 million.

As you are aware, the Government Finance Officers Association (GFOA) recommends a reserve of 15% of annual budgeted expenditures. A few years ago, the City Council and Administration established an internal policy that the reserve level should be 25%. For FY 23-24 the reserve at the 15% level would be approx. \$3.5 million while at 25% the reserve would be \$5.8 million. The current policy states that if reserves fall below 25%, the city would need to plan to replenish the reserves back to the 25% level within the following two fiscal years.

Pages 1-3 provides some possible reductions based on past history and experience with previous budget workshops. Some of the proposed reductions affect service levels and some do not, some affect employee pay and benefits while others affect current programs and subsidies. Pages 1-4 lists some budget considerations (wish list) that are not included in the budget discussed above but are presented for Council discussion and consideration. Page 1-5 is a financial dashboard showing the history of millage rates for the past 20 years as well as fund balances during these years. Page 1-6 provides Council with a graphic view of the City's funds and their relation to each other and to the General fund.

CITY OF MIAMI SPRINGS
FY 2023-24 LISTING OF POSSIBLE COST REDUCTIONS

The original City Manager's Proposed Budget for FY 2023-24 is based on an operating millage of 6.9900 which results in a deficit of \$507,911 to be funded by available fund balance.

		<u>Millage Impact</u>	
		<u>add (reduce)</u>	
The current status of the budget at a 6.9900 millage is a deficit of.....		\$	507,911
1) Annual event subsidies:			
City Events	\$ 39,600		(0.0260)
Stafford Golf Tournament (\$2000)	Included above		
Community Shred Day (\$2,600)	"		
Other events (\$8,000)	"		
Other organizations (\$2000)	"		
Police Appreciation Dinner (\$3000)	"		
River Cities Festival (\$14,000)	"		
Employee Luncheon (\$5000)	"		
Two annual car shows (\$3000)	"		
CMI Subsidy	\$ 35,000		(0.0229)
Historical Museum for storage	\$ 6,000		(0.0039)
Pelican Playhouse	\$ 31,400		(0.0206)
Total all annual events		\$	112,000

2) Eliminate all General Fund capital expenditures:
 (see attachment C for details)

		COST	
Recreation	Renovate tennis courts	\$20,000	(0.0131)
Golf	Refreshing the shop and driving range ball areas	\$4,000	(0.0026)
	Total Parks and Rec	\$24,000	(0.0157)
Finance	Electronic check signing program	\$1,500	(0.0010)
Police	Admin laptops	\$3,000	(0.0020)
	Router	\$1,100	(0.0007)
	Seven Panasonic Toughbook laptops	\$20,000	(0.0131)
	Eight AED defibrulators	\$8,000	(0.0052)
	Ten radios	\$49,500	(0.0325)
	Camers and license (grant funded)	\$16,000	(0.0105)
	Storage array (grant funded)	\$30,000	(0.0197)
	Fingerprint scanners	\$10,000	(0.0066)
	Total Police	\$137,600	(0.0902)
	Total all capital expenditures	\$163,100	(0.1069)

3) Personnel Related reductions:

1) Across the board 4% COLA for General Employees (each 1% costs \$53,167)	\$ 212,669	(0.1394)
2) Addition of one PT Code Compliance Officer	\$ 27,989	(0.0184)

4) Other reductions

City wide tree planting	\$ 50,000	50,000	(0.0328)
Citywide tree trimming	\$ 100,000	100,000	(0.0656)
City Lobbyist	\$ 45,000	45,000	(0.0295)
Grant Writing Services	\$ 36,000	\$ 36,000	(0.0236)

ADDITIONAL INFORMATION:

Each 0.1 increase in Millage is equivalent to \$ 162,528

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FISCAL YEAR 2023-24 WISH LIST ITEMS

These items are NOT included in the FY 23-24 Proposed Budget- they are presented so that Council may review and discuss the items.

Department	Item	Total Cost	(1-high, 2-Med, 3-Low) Priority	Millage Impact
City Council	Circle Park sign	\$4,200		0.0028
	Two PT PSAs - no parking enforcement	\$55,292		0.0362
	Pueblo style entrance signs (Historical Board) (5 signs)	Unknown		
	Centennial funds	\$125,000		0.0819
	NW 36st Plan comprehensive rewrite and other (CGA)	\$142,900		0.0937
	Police Building / Garage assessment (\$43,250 - \$60,500)	\$60,500		0.0397
	SRP solar lighting	\$150,000		0.0983
Police	Five (5) Patrol Vehicle	\$280,000		0.1835
	Axon Taser Package (Year 1 of 5)* + more of camera costs for Grant	\$230,000		0.1508
Public Works	Five new officers (1 Lieutenant, 1 Sergeant, 3 Officers) (Salary only)	\$482,195		0.3161
	F-150 truck	\$34,383		0.0225
Clerk	Election campaign reporting	\$5,000		0.0033
	Laserfiche weblink	\$5,000		0.0033
	Agenda management software	\$12,000		0.0079
Human Resources	Salary study / benefits consultant (\$35-50k)	\$50,000		0.0328

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Parks and Recreation	Park Master plan	\$80,000	0.0524
	New Vehicle	\$35,000	0.0229
	Web Trac Process	\$15,000	0.0098
	Concrete slab at Prince Field	\$15,000	0.0098
	Stafford walking park with lighting	\$455,000	0.2982
	Stafford exercise stations	\$180,000	0.1180
	Peavey Dove fencing/renovate T ball fields	\$200,000	0.1311
	Rio Vista park renovation	\$700,000	0.4588
	Dog Park Renovation at Peavy Dove Dog Park	\$90,500	0.0593
	Ragan Park Dog Park	\$80,000	0.0524
	Batting cages	\$50,000	0.0328
	Basketball courts (\$50k each)	\$100,000	0.0655
Tennis	Tennis Center/Courts: Full Site Renovation	\$2,000,000	1.3110
	Pickle Ball courts (\$20k each)	\$80,000	0.0524
Aquatic	Pool Heater	\$100,000	0.0655
	Main pump to run the filtration system.	\$20,000	0.0131
Golf	2024 Club Car gas vehicle, cab enclosure, and 5 gang range ball picker	\$16,751	0.0110
	Golf course fleet maint equip	\$1,274,029	0.8351
	Design plan for clubhouse	\$500,000	0.3277
Senior Center	20 chairs	\$4,100	0.0027
	Total General fund requests		\$7,631,850

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CITY OF MIAMI SPRINGS
FINANCIAL DASHBOARD
PAST TWENTY FISCAL YEARS

	FY2003	FY2004	FY2005	FY2006	FY2007	FY2008	FY2009	FY2010	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023
Reserves	\$ 853,643	\$ 2,889,407	\$ 3,015,292	\$ 4,218,574	\$ 5,611,002	\$ 6,664,392	\$ 8,421,317	\$ 6,299,906	\$ 4,903,778	\$ 4,394,465	\$ 3,692,341	\$ 4,263,646	\$ 4,391,041	\$ 3,205,535	\$ 3,728,764	\$ 4,100,545	\$ 5,284,143	\$ 5,135,448	\$ 6,405,363	\$ 8,150,474	
Increase(decrease) from prior year	\$ 1,153,819	\$ 2,035,764	\$ 125,885	\$ 1,203,282	\$ 1,392,428	\$ 1,053,390	\$ 1,756,925	\$ (2,121,411)	\$ (1,396,128)	\$ (509,313)	\$ (702,124)	\$ 571,305	\$ 127,395	\$ (1,186,506)	\$ 523,428	\$ 371,781	\$ 1,183,598	\$ (148,695)	\$ 1,269,915	\$ 1,745,111	
Property Taxes collected	\$ 5,283,941	\$ 5,638,375	\$ 6,040,426	\$ 6,890,884	\$ 7,130,596	\$ 6,831,093	\$ 6,710,087	\$ 5,732,869	\$ 5,576,976	\$ 5,812,001	\$ 5,823,021	\$ 6,669,201	\$ 7,099,868	\$ 7,072,950	\$ 7,502,682	\$ 8,123,559	\$ 8,596,839	\$ 8,801,684	\$ 9,801,178	\$ 9,542,357	
Increase(decrease) from prior year	\$ 388,362	\$ 354,434	\$ 402,051	\$ 850,458	\$ 239,712	\$ (299,503)	\$ (121,006)	\$ (977,218)	\$ (155,893)	\$ 235,025	\$ 11,021	\$ 846,180	\$ 430,667	\$ (26,918)	\$ 429,732	\$ 620,877	\$ 473,280	\$ 204,845	\$ 999,494	\$ (258,821)	
Millage Rate(INCLUDING DEBT SERVICE)	8.7440	8.6866	8.6515	8.3415	7.8953	6.6579	6.7992	6.5924	6.9408	6.7400	6.9950	6.6710	6.6710	7.5000	7.5000	7.3575	7.3500	7.3300	7.3300	7.2095	6.9100
Increase(decrease) from prior year	0.3320	(0.0574)	(0.0351)	(0.3100)	(0.4462)	(1.2374)	0.1413	(0.2068)	0.3484	(0.2008)	0.2550	0.6760	-	(0.1710)	-	(0.1425)	(0.0075)	(0.0200)	-		
Total City Debt	\$ 15,616,653	\$ 14,163,393	\$ 13,937,604	\$ 13,983,890	\$ 13,274,149	\$ 6,529,483	\$ 5,914,097	\$ 5,749,383	\$ 5,168,547	\$ 4,632,734	\$ 4,553,252	\$ 6,028,141	\$ 10,739,727	\$ 9,302,283	\$ 9,078,103	\$ 9,229,323	\$ 13,784,399	\$ 13,232,132	\$ 11,870,882	\$ 11,141,412	
Debt per resident	\$ 1,140	\$ 1,034	\$ 1,017	\$ 1,021	\$ 969	\$ 477	\$ 432	\$ 420	\$ 374	\$ 335	\$ 330	\$ 430	\$ 766	\$ 663	\$ 647	\$ 658	\$ 983	\$ 932	\$ 836	\$ 785	
Increase(decrease) from prior year	\$ 1,396,807	\$ (1,453,260)	\$ (225,788)	\$ 46,286	\$ (709,741)	\$ (6,744,666)	\$ (615,386)	\$ (164,715)	\$ (580,835)	\$ (535,813)	\$ (79,482)	\$ 1,474,889	\$ 4,711,586	\$ (1,437,444)	\$ (224,180)	\$ 151,220	\$ 4,555,076	\$ (552,267)	\$ (1,361,250)	\$ (729,470)	

This represents a Council approved use of reserves for the new golf course irrigation system costing \$1.1 million, as well as using \$760,000 water and sewer surplus to lower the millage in FY2010 to 6.5924.

The City's millage has decreased from a high of 8.7440 in FY2003 to the current level of 6.9100 in FY2023, a 21.0% decrease over the past twenty years.

The City's reserves have increased from a deficit in FY2002 to the current \$8.2 million in FY2022.

This reduction was due to the transfer of the water and sewer operation to Miami-Dade County along with the corresponding debt.

During FY2015 the City entered into a \$5.5 million aquatic facility construction note with SunTrust Bank.

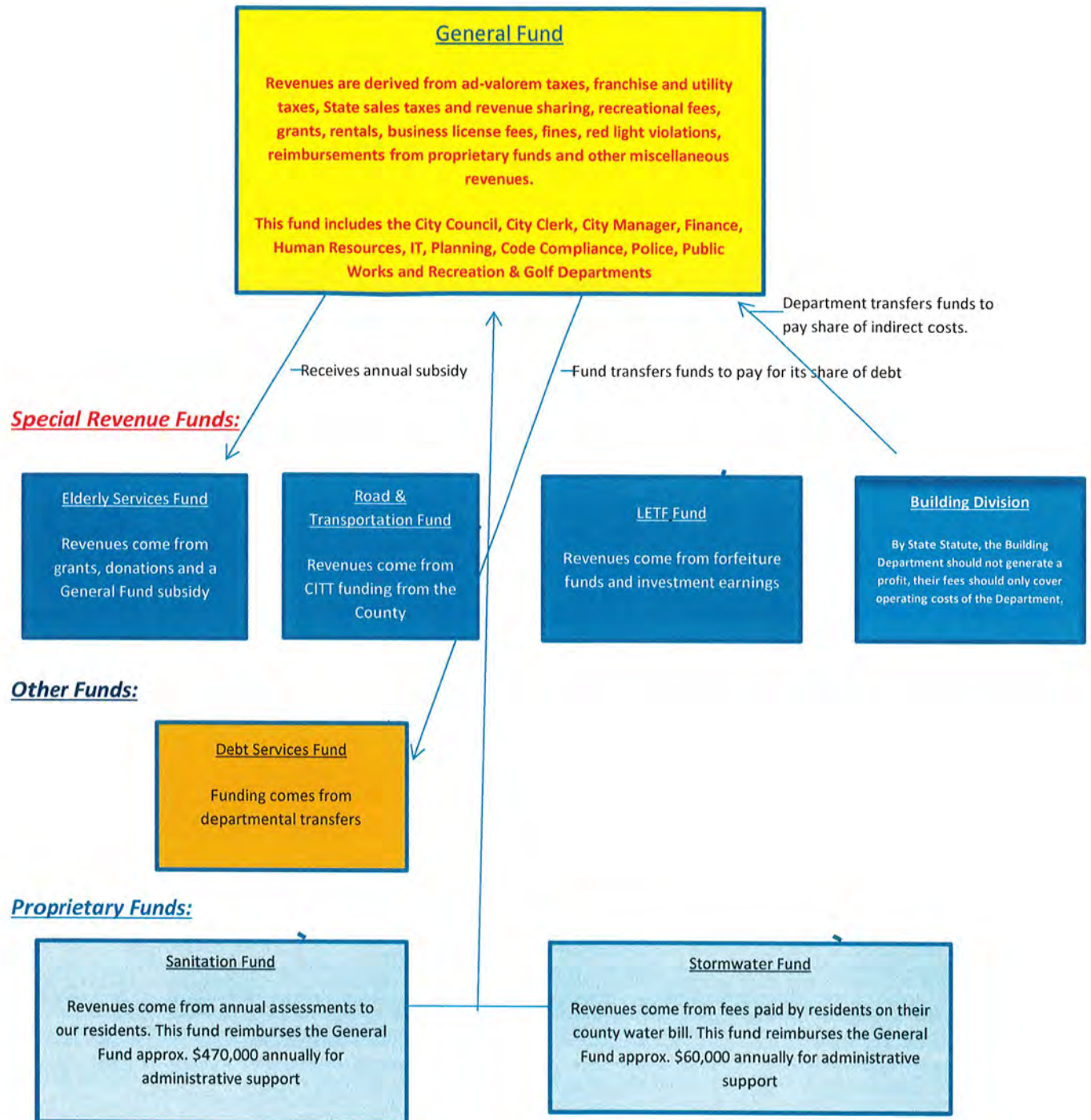
Council approved using approx. \$500,000 of reserves to lower millage and balance the budget, \$475,000 for the Curtiss Mansion project, and other appropriations during the year.

The Ad Valorem property taxes assessed and collected by the City for FY2021 are the highest in the history of the city.

The reserves were used in FY2016 for various Council approved uses including the payoff of the golf course note, new tot lot, Mansion parking lot Police equipment, Golf Course restroom renovations and other misc uses.

Decline in debt is due to the payoff of the golf course debt in FY2016.

During FY2019 the City entered into a \$5 million senior center facility construction note with CenterState Bank.



- 1) The General Fund is the main operating fund of the city. It receives the bulk of its revenues from ad-valorem and other taxes and fees, these revenues are then used to fund all city departments. The General Fund also provides an annual subsidy to the Elderly Services Fund.
- 2) The city has four Special Revenue Funds;
 - The Elderly Services Fund which receives all of its revenues from grants, donations, and the annual city subsidy.
 - The Road and Transportation Fund which receives all of its funding from the county CITT half cent tax.
 - The Building Department Fund which accounts for all building permitting activity.
 - The LETF Fund which receives all funding from Police Forfeitures and investment earnings, these funds can only be used for specific police expenditures and all expenditures must be pre-approved by Council.
- 3) The city also has two Proprietary Funds (Sanitation and Stormwater), these are operations that are self-sufficient and do not require any General Fund subsidy. These operations are accounted for in the same manner as a business in the private sector.
- 4) The city also has a Debt Service Fund which is used to account for all debt service payments. Any Department that has incurred debt to purchase equipment or build a facility will transfer the annual debt service payment to this fund so that payments can be made.

**CITY OF MIAMI SPRINGS
REVENUE COMPARISON
GENERAL FUND**

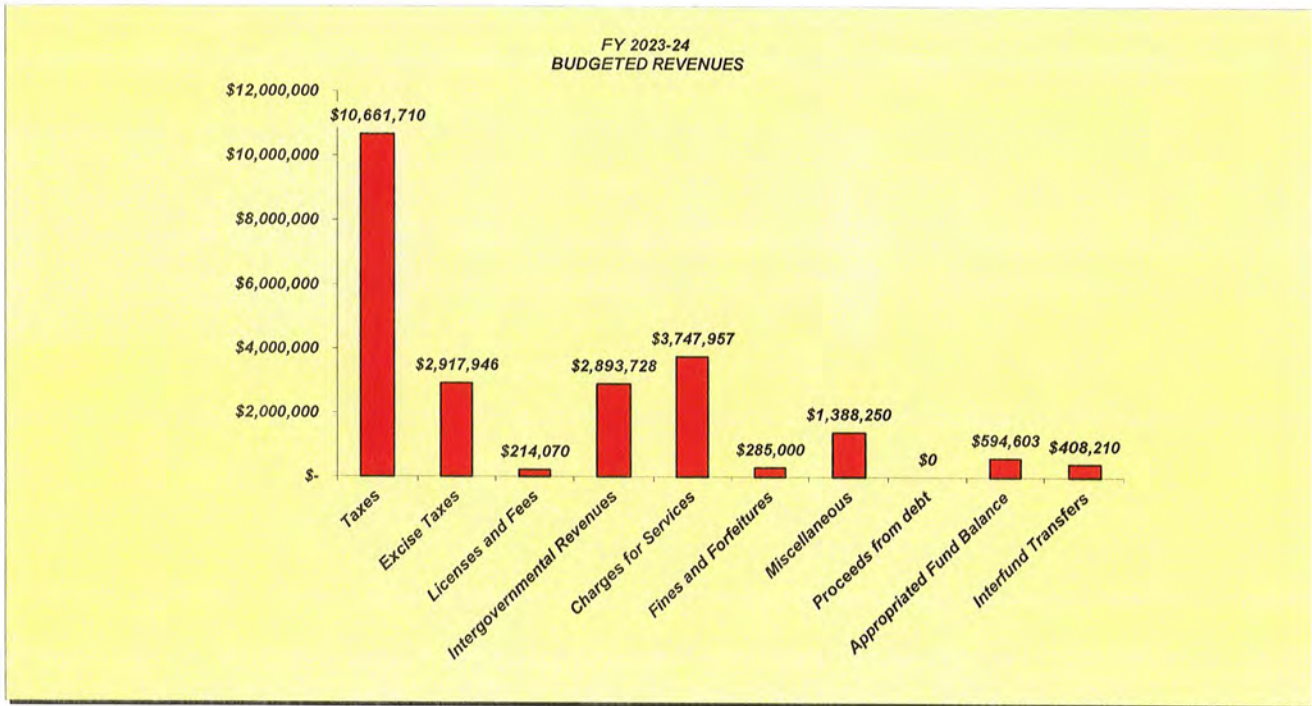
Line Item Revenue	FY 20-21	FY 21-22	FY 22-23	FY 23-24	% of	% Change
	Actual	Actual	Amended Budget	Proposed Budget	Total	from 2022-23
Ad Valorem Taxes - Current	\$ 9,801,178	\$ 9,542,357	\$ 9,517,252	\$ 10,661,710	46.13%	12.0%
Ad Valorem Taxes - Delinquent	-	-	50,000	-	0.00%	-100.0%
Franchise Fees	939,458	1,120,195	989,000	1,038,450	4.49%	5.0%
Utility Service Taxes	1,329,338	1,408,319	1,340,000	1,407,000	6.09%	5.0%
Local Communications Tax	477,957	369,153	441,585	472,496	2.04%	7.0%
Occupational Licenses - City	60,435	60,426	71,000	71,000	0.31%	0.0%
Occupational Licenses - County	25,703	22,633	24,000	24,000	0.10%	0.0%
Zoning Fees	53,360	45,600	48,000	40,000	0.17%	-16.7%
Misc Plan Reviews	950	850	500	500	0.00%	0.0%
State Revenue Sharing	529,374	637,956	583,643	623,122	2.70%	6.8%
Alcoholic Beverage License	10,991	13,232	10,000	10,000	0.04%	0.0%
1/2-cent Sales Tax	1,166,349	1,422,478	1,206,143	1,288,352	5.57%	6.8%
Local Option Gas Tax	342,118	366,008	373,602	399,754	1.73%	7.0%
Gas Tax Rebate	15,988	10,868	15,000	15,000	0.06%	0.0%
School Crossing Guards	2,765	17,982	18,000	18,000	0.08%	0.0%
Summer Camp Activity Fees	6,350	19,600	30,000	30,000	0.13%	0.0%
Summer Camp	93,238	103,840	120,000	120,000	0.52%	0.0%
Fitness Room Membership	21,569	19,696	20,000	20,000	0.09%	0.0%
After School Program	8,516	17,927	45,000	45,000	0.19%	0.0%
Gym Admission Fees	-	4,566	2,500	2,500	0.01%	0.0%
Swimming Pool Admissions/Lessons	115,022	160,484	97,000	130,000	0.56%	34.0%
Pool Rental	10,020	10,336	10,000	10,000	0.04%	0.0%
Get Fit Summer Camp	500	-	-	-	0.00%	#DIV/0!
Vending Machines	270	1,559	3,500	3,500	0.02%	0.0%
Fireworks-VG	3,000	4,000	4,000	4,000	0.02%	0.0%
Pool Memberships	21,891	25,995	20,000	20,000	0.09%	0.0%
Aquatic Multipurpose Room Rental	9,130	20,277	14,000	14,000	0.06%	0.0%
Shade Area/Umbrella Rentals	9,658	22,850	12,000	12,000	0.05%	0.0%
Basketball fees	3,825	20,850	18,000	20,000	0.09%	11.1%
Other Annual Events	2,550	9,603	13,000	13,000	0.06%	0.0%
Pelican Theatre	749	4,290	5,000	5,000	0.02%	0.0%
Jazzercise	644	1,346	1,300	1,300	0.01%	0.0%
Daddy/Daughter Dance	-	3,440	5,000	5,000	0.02%	0.0%
Flag Football	-	17,938	-	10,000	0.04%	#DIV/0!
Green Fees	1,499,609	965,776	1,173,000	2,140,200	9.26%	82.5%
Cart Fees	-	572,995	30,000	73,080	0.32%	143.6%
Golf Merchandise/Food & Beverage Sales	149,512	155,900	88,200	154,860	0.67%	75.6%
Range Fees	284,670	275,691	245,000	339,300	1.47%	38.5%
Misc. Club Rental/Lessons	29,935	34,999	8,800	42,717	0.18%	385.4%
Golf memberships	131,709	103,008	45,000	53,070	0.23%	17.9%
Miscellaneous Charges for Serv	-	19,360	500	500	0.00%	0.0%
Copies & Other Charges	6,067	2,817	6,000	5,000	0.02%	-16.7%
Lien Search	32,150	33,450	30,000	20,000	0.09%	-33.3%
Re-Occupancy Inspection fees	20,375	16,875	20,000	15,000	0.06%	-25.0%
Clerk of the Court - Fines	53,026	205,470	140,000	145,000	0.63%	3.6%
Code Enforcement tickets	182,905	(118,830)	75,000	50,000	0.22%	-33.3%
Disabled Parking tickets	-	-	19,594	19,500	0.08%	0.0%
Administrative Fee-Red Light hearings	15,766	19,447	20,000	15,000	0.06%	-25.0%
Police Grant-FL Digital	-	-	-	500,000	2.16%	#DIV/0!
Other Grants	348,119	16,395	6,416	5,000	0.02%	-22.1%
Interest - Investments	9,861	10,733	30,000	50,000	0.22%	66.7%
Interest - Tax Collections	3,231	7,341	6,000	6,000	0.03%	0.0%
Rent - Metro Fire	13,665	16,638	14,000	14,000	0.06%	0.0%
Rent - Dade Co. Library	8,253	8,253	8,500	8,500	0.04%	0.0%
Rent - Bus Benches	3,845	4,488	4,500	4,500	0.02%	0.0%
Recreational Activities	1,330	17,540	20,000	20,000	0.09%	0.0%
Sprint Tower	101,002	103,875	104,000	105,000	0.45%	1.0%
Rent-Country Club	37,000	49,196	-	60,000	0.26%	#DIV/0!

**CITY OF MIAMI SPRINGS
REVENUE COMPARISON
GENERAL FUND**

Line Item Revenue	FY 20-21	FY 21-22	FY 22-23	FY 23-24	% of	% Change
	Actual	Actual	Amended Budget	Proposed Budget	Total	from 2022-23
Senior center rentals	-	(800)	-	-	0.00%	#DIV/0!
Surplus sale of equipment	1,400	18,975	25,000	20,000	0.09%	-20.0%
Other Miscellaneous	133,483	156,110	127,000	75,000	0.32%	-40.9%
Red Light Fines	614,773	1,130,632	1,157,526	1,100,000	4.76%	-5.0%
Returned check charges	18	559	800	250	0.00%	-68.8%
Code Enforcement Liens	2,775	8,695	4,000	2,500	0.01%	-37.5%
ITF - Building Fund	323,748	331,388	408,210	408,210	1.77%	0.0%
ITF - Capital Projects Fund	-	918,868	216,139	-	0.00%	-100.0%
ITF - Sanitation Admin Fee	370,000	370,000	470,000	470,000	2.03%	0.0%
ITF- Stormwater Admin Fee	60,000	60,000	60,000	60,000	0.26%	0.0%
Appropriated Fund Balance	-	-	814,735	594,603	2.57%	-27.0%
Proceeds from Debt	-	105,000	500,000	-	0.00%	-100.0%
TOTALS >>>	\$ 19,501,123	\$ 21,127,498	\$ 20,985,945	\$ 23,111,476	100.00%	10.13%

**CITY OF MIAMI SPRINGS
SUMMARY OF GENERAL FUND REVENUES**

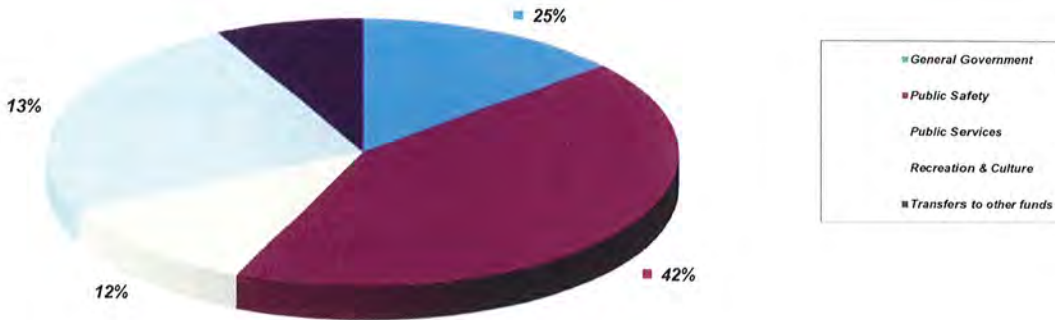
REVENUES	FY20-21 Actual	FY21-22 Actual	FY22-23 Budget	FY23-24 Budget	% of Total	% Change from 2022-23
Taxes	\$ 9,801,177	\$ 9,542,357	\$ 9,567,252	\$10,661,710	46.1%	11.4%
Excise Taxes	2,746,753	2,897,667	2,770,585	2,917,946	12.6%	5.3%
Licenses and Fees	140,447	129,508	200,000	214,070	0.9%	7.0%
Intergovernmental Revenues	2,412,939	2,466,938	2,232,804	2,893,728	12.5%	29.6%
Charges for Services	3,187,535	3,393,835	2,512,300	3,747,957	16.2%	49.2%
Fines and Forfeitures	792,840	1,327,876	1,372,526	285,000	1.2%	-79.2%
Miscellaneous	345,802	345,449	371,801	1,388,250	6.0%	273.4%
Proceeds from debt	-	105,000	500,000	-	0.0%	0.0%
Appropriated Fund Balance	1,269,913	1,745,113	832,539	594,603	2.6%	-28.6%
Interfund Transfers	-	918,868	408,210	408,210	1.8%	0.0%
Total Revenues	\$ 20,697,406	\$ 22,872,611	\$ 20,768,017	\$23,111,476	100.0%	11.3%



**CITY OF MIAMI SPRINGS
EXPENDITURES BY CLASS**

	FY2020-21 <u>Actual</u>	FY2021-22 <u>Actual</u>	FY2022-23 <u>Amended Budget</u>	FY2023-24 <u>Budget</u>	<u>% of Change From FY2022-23</u>
General Government	\$ 2,638,455	\$ 2,655,796	\$ 2,958,245	\$ 3,144,870	6.3%
Public Safety	7,557,525	8,108,142	8,825,064	9,860,390	11.7%
Public Services	2,388,075	2,153,107	2,252,477	2,576,244	14.4%
Recreation & Culture	4,347,376	4,778,001	5,257,401	5,706,607	8.5%
Transfers to other funds	1,299,777	1,596,746	1,476,130	1,736,673	17.7%
Sub-Totals	\$ 18,231,208	\$ 19,291,792	\$ 20,769,317	\$ 23,024,784	10.9%
Increase(appropriated) fund balance	1,269,913	1,745,113	-	-	0.0%
Totals	\$ 19,501,121	\$ 21,036,905	\$ 20,769,317	\$ 23,024,784	10.9%

FY 2022-23 Expenditures by Class



**CITY OF MIAMI SPRINGS
EXPENDITURES BY DEPARTMENT**

<u>Department</u>	FY 2020-21 <u>Actual</u>	FY 2021-22 <u>Actual</u>	FY 2022-23 <u>Amended Budget</u>	FY 2023-24 <u>Budget</u>	% Change <u>From FY2022-23</u>
Mayor & City Council	\$ 138,126	\$ 164,687	\$ 185,420	\$ 161,842	-12.7%
Office of the City Manager	501,129	444,630	430,662	586,030	36.1%
Office of the City Clerk	288,863	305,353	349,114	370,153	6.0%
Office of the City Attorney	238,895	244,131	253,755	253,755	0.0%
Human Resource Department	265,320	283,504	355,076	344,586	-3.0%
Finance /Budget	763,700	719,957	866,829	891,584	2.9%
IT Department	357,016	381,487	423,565	420,808	-0.7%
Planning Department	85,406	112,047	93,824	116,112	23.8%
Police Department	7,317,607	7,858,419	8,485,955	9,469,594	11.6%
Police - School Guards	13,664	22,150	28,733	33,740	17.4%
Code Compliance	226,254	227,573	310,376	357,056	15.0%
Public Services - Administration	444,664	415,358	485,631	544,916	12.2%
Public Services - Streets	394,038	488,350	378,975	392,421	3.5%
Public Services - Properties	743,636	732,182	928,291	1,219,711	31.4%
Public Services - Building Maintenance	741,388	419,816	419,080	458,388	9.4%
Public Services - Fleet Maintenance	64,349	97,401	40,500	47,500	17.3%
Recreation	1,461,195	1,697,439	1,928,809	1,882,664	-2.4%
Aquatics	556,019	618,576	685,990	732,508	6.8%
Tennis	38,156	35,685	53,399	53,550	0.3%
Park Maintenance	283,507	310,715	412,601	413,221	0.2%
Golf Administration	10,981	12,922	13,132	9,355	-28.8%
Pro Shop	774,703	816,377	725,254	901,152	24.3%
Golf Maintenance	1,222,815	1,286,287	1,438,216	1,714,157	19.2%
Total	\$16,931,431	\$17,695,046	\$19,293,187	\$21,374,803	10.8%
Transfers to other funds	1,299,777	1,596,746	1,476,130	1,736,673	17.7%
Increase(appropriated) fund balance	1,269,913	1,745,113	-	-	
Total	\$19,501,121	\$21,036,905	\$20,769,317	\$23,111,476	11.3%

CITY OF MIAMI SPRINGS
LISTING OF TOP EXPENDITURES-GENERAL FUND

	FY2022-23	FY2023-24		% of Change
	Amended Budget	Budget	% of Total	From FY2022-23
Salaries	\$ 9,641,277	\$ 10,547,604	45.6%	9.4%
Health Insurance Benefits	1,390,011	1,626,211	7.0%	17.0%
Pension costs	792,360	877,639	3.8%	10.8%
Workmens Comp	246,488	266,895	1.2%	8.3%
Other Employee Benefits	729,751	803,228	3.5%	10.1%
Total Salaries & Benefits	12,799,887	14,121,576	61.1%	10.3%
Capital Expenditures	658,225	163,100	0.7%	-75.2%
Debt Service Payments	1,606,978	1,805,986	7.8%	12.4%
Operating Supplies/Uniforms	678,928	711,138	3.1%	4.7%
Contractual Services	1,312,741	1,708,903	7.4%	30.2%
Utilities	428,554	577,942	2.5%	34.9%
Transfers to other funds	-	-	0.0%	#DIV/0!
Liability insurance	525,325	798,569	3.5%	52.0%
Professional Fees	442,558	618,356	2.7%	39.7%
Fleet Maintenance	194,600	209,900	0.9%	7.9%
Repairs and Maintenance	518,034	548,733	2.4%	5.9%
Other Misc Expenses	1,603,487	1,847,273	8.0%	15.2%
Total Budgeted Expenditures	20,769,317	23,111,476	100.0%	11.3%

CITY OF MIAMI SPRINGS
LISTING OF TOP EXPENDITURES - ALL FUNDS

	<u>FY2022-23</u> <u>Amended Budget</u>	<u>FY2023-24</u> <u>Budget</u>	<u>% of Total</u>	<u>% of Change</u> <u>From FY2022-23</u>
Salaries	\$ 11,212,276	\$ 12,243,696	38.3%	9.2%
Health Insurance Benefits	1,644,934	1,883,011	5.9%	14.5%
Pension costs	882,713	975,192	3.0%	10.5%
Workmens Comp	271,047	292,465	0.9%	7.9%
Other Employee Benefits	851,769	934,355	2.9%	9.7%
Total Salaries & Benefits	14,862,739	16,328,719	51.0%	9.9%
Capital Expenditures	658,225	168,100	0.5%	-74.5%
Debt Service Payments	1,672,926	1,805,985	5.6%	8.0%
Depreciation/Amortization	-	-	0.0%	#DIV/0!
Operating Supplies/Uniforms	1,233,278	1,396,384	4.4%	13.2%
Contractual Services	2,454,779	3,006,310	9.4%	22.5%
Waste Disposal	-	-	0.0%	#DIV/0!
Transfers to other funds	-	-	0.0%	#DIV/0!
Liability insurance	636,910	1,049,659	3.3%	64.8%
Professional Fees	627,143	626,284	2.0%	-0.1%
Management fee paid by enterprise funds	130,251	130,251	0.4%	0.0%
Fleet Maintenance	492,599	502,513	1.6%	2.0%
Repairs and Maintenance	1,145,535	1,213,933	3.8%	6.0%
Other Misc Expenses	2,535,412	5,773,178.78	18.0%	127.7%
Total Budgeted Expenditures(All Funds)	26,449,797	32,001,317	100.0%	21.0%

CITY OF MIAMI SPRINGS
PERSONNEL COMPARISON BY DEPARTMENT

	FY 2021-22		FY 2022-23		FY 2023-24		Increase (decrease) from FY 2022-23	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
Office of the City Manager	1.75	-	1.75	-	2.00	-	0.25	-
Office of the City Clerk	2.75	-	2.75	-	2.75	-	-	-
Human Resource Department	2.00	-	2.00	-	2.00	-	-	-
Finance & Budget Department	3.25	1.00	3.25	1.00	5.00	1.00	1.75	-
Finance-Professional Services	3.50	-	3.50	-	2.00	-	(1.50)	-
IT Department	2.00	-	2.00	-	2.00	-	-	-
Planning Department	1.25	-	1.25	-	0.25	-	(1.00)	-
Police Department	58.00	8.00	59.00	8.00	59.00	8.00	-	-
Building Department	5.80	-	5.80	-	5.80	-	-	-
Code Compliance	2.20	-	3.20	-	3.70	-	0.50	-
Public Services- Administration	6.00	-	6.00	-	6.00	-	-	-
Public Services - Streets	3.00	-	2.00	-	2.00	-	-	-
Public Services - Properties	12.00	-	11.00	-	11.00	-	-	-
Public Services - Building Maintenance	2.00	-	2.00	-	2.00	-	-	-
Recreation	6.00	43.00	6.00	43.00	6.00	43.00	-	-
Aquatics	2.00	25.00	2.00	25.00	2.00	25.00	-	-
Park Maintenance	1.00	-	1.00	-	2.00	-	1.00	-
Golf Course-Pro Shop	4.00	17.00	4.00	17.00	4.00	19.00	-	2.00
Golf Course-Maintenance	4.00	-	5.00	-	5.00	-	-	-
Road & Transportation Fund	1.00	-	1.00	-	1.00	-	-	-
Senior Center	3.00	15.00	3.00	15.00	3.00	15.00	-	-
Sanitation Fund	11.00	-	11.00	-	11.00	-	-	-
Stormwater Fund	2.00	-	2.00	-	2.00	-	-	-
TOTAL PERSONNEL	139.50	109.00	140.50	109.00	141.50	111.00	1.00	2.00

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

Below is a summary of all capital expenditures included in the budget for FY 2023-24

BY FUND		BY DEPARTMENT		BY CATEGORY	
General	\$ 163,100	City Clerk	-	Vehicles	\$ -
Road & Transportation	-	Code Compliance	-	Technology	-
Elderly services	-	Information Technology	137,600	Machinery & Equipment	139,100
Building Dept.	5,000	Police	-	Improvements O/T	29,000
Sanitation	-	LETf	-	Buildings	-
Stormwater	-	Public Services	20,000		
LETf	-	Recreation	-		
Capital Projects	-	Human resources	4,000		
		Elderly services	-		
		Golf Course	-		
		Sanitation	-		
		Stormwater	-		
		Capital Projects	1,500		
		Finance	-		
		Planning	-		
		Road & Transportation	5,000		
		Building dept.	-		
Total	\$ 168,100	Total	\$ 168,100	Total	\$ 168,100

*These acquisitions will result in no impact on future operating costs of the City.
Any individual expenditures under \$100,000 does not require a project sheet in the Capital Improvements Plan section.*

CITY OF MIAMI SPRINGS
FY 2023-2024 Budget
CAPITAL EXPENDITURE SUMMARY-ALL FUNDS

Department	Total Budgeted	Description of expenditure	Total Cost
Golf Course	\$ 4,000	Refreshing the golf shop area / driving range ball machine area	4,000
Finance	\$ 1,500	Electronic check signer	\$1,500
Parks and recreation	\$ 20,000	Court resurface	\$20,000
Police	\$ 3,000	Two (2) Laptops for Admin.	\$3,000
	\$ 1,100	One (1) Cradle Point Rugged Router	\$1,100
	\$ 20,000	Seven (7) Panasonic Toughbook Laptops	\$20,000
	\$ 8,000	Five (5) AED Defibrillators for Adult & Children	\$8,000
	\$ 16,000	Verkada: Cameras & License**	\$16,000
	\$ 30,000	PV Me50 Storage Array & Miura PES**	\$30,000
	\$ 49,500	Ten (10) Radios programmed to MSPD/MDC	\$49,500
	\$ 10,000	Four (4) Idemia Ident Fingerprint Scanners	\$10,000
Building	\$ 5,000		\$5,000
Total	\$ 168,100	Total	\$ 168,100

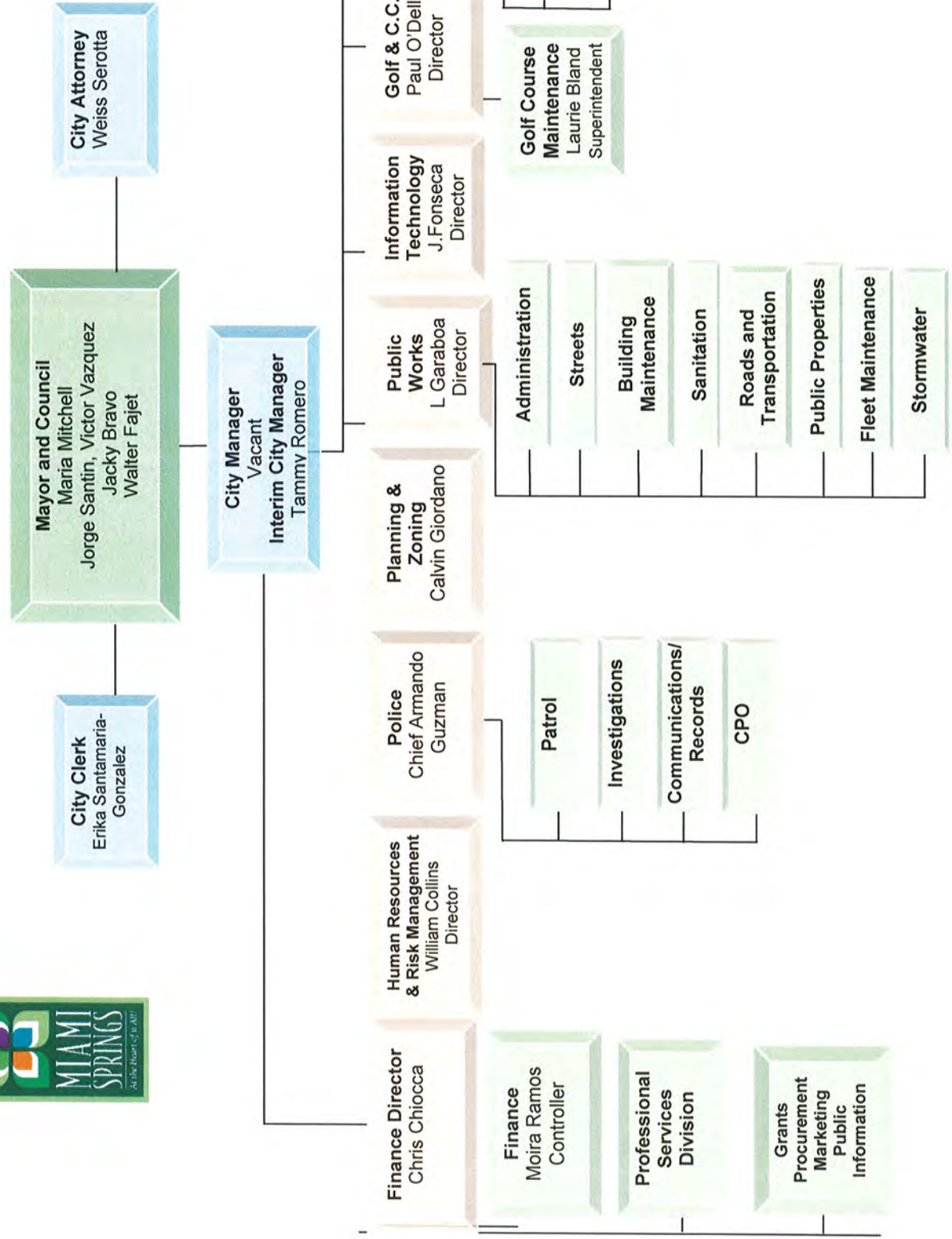
These acquisitions will result in no impact on future operating costs of the City.

Any individual expenditures under \$1,000 does not require a project sheet in the Capital Improvements Plan section.

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

	SOURCE OF FUNDING	2024-25	2025-26	2026-27	2027-28	2028-29	Totals
POLICE							
Police Cars	Revenues	135,075	148,920	156,366	164,184	172,393	776,938
Police radars	Revenues	-	5,000	7,500	7,500	8,000	28,000
Computer and Radio Equipment	Revenues	22,000	28,000	30,000	32,000	34,000	146,000
Vehicle Emergency Equipment	Revenues	30,871	38,000	42,000	46,000	48,000	204,871
New PSA Light Pickup Truck	Revenues	-	-	40,000	42,000	-	82,000
New PSA Hybrid Vehicle	Revenues	-	-	35,000	-	-	35,000
New Police Building	Revenues	-	-	-	4,000,000	-	4,000,000
GOLF COURSE							
Clubhouse Renovation	Revenues	-	-	-	-	5,000,000	5,000,000
Chemical wash down-DERM	Revenues	-	1,000,000	-	-	-	1,000,000
Bridge or tunnel across Curtis Parkway	Grant/Revenues	-	-	-	1,000,000	-	1,000,000
Bridge repair	Revenues	100,000	-	-	-	-	100,000
Sewer lines connections-DERM	Revenues	-	-	1,000,000	-	-	1,000,000
INFORMATION TECHNOLOGY							
Server - FS1	Revenues	-	6,500	-	-	-	6,500
Server Virtualization unit 1	Revenues	6,000	-	-	-	-	6,000
Server -NAS	Revenues	-	-	-	-	-	-
Server Virtualization unit 2	Revenues	-	-	-	-	-	-
RECREATION							
Marcite Pool	Reserves	-	-	100,000	-	-	100,000
Re-paint Concession Stands at Stafford	Revenues	20,000	-	-	-	-	20,000
Perimeter Fence at Prince Field	Revenues	50,000	-	-	-	-	50,000
Replace Water Fountains at Parks	Revenues	15,000	-	-	15,000	-	30,000
Replace Playground Surface at Pdove	Revenues	-	50,000	-	-	-	50,000
Shade Structures to Prince Field Bleachers/Aquatic Center	Revenues	220,000	-	-	-	-	220,000
Curtis Parkway Median Fitness Stations	Revenues	-	-	-	-	-	-
Vita Course Lgths	Revenues	-	-	-	-	-	-
10 Neighborhood Pocket Parks	Revenues	-	50,000	-	-	-	50,000
Fitness Stations-Curtiss Parkway	Grant	-	-	-	-	-	-
Dog Park Canopy	Revenues	-	-	30,000	-	-	30,000
Replace Playground At Stafford and Peavy	Revenues	-	-	-	-	400,000	400,000
Laser Grade and Clay to Ballfields	Revenues	25,000	-	15,000	25,000	15,000	80,000
Re-sod Prince Field	Revenues	-	-	180,000	-	-	180,000
Resurface and Repaint Gym Floor w/ City Logo	Revenues	-	40,000	-	-	-	40,000
Replace Playground at Peavy Dove	Revenues	-	-	50,000	-	-	50,000
Tables/Trash Receptacles at Dog Park and Tennis	Revenues	-	-	-	-	-	-
Batting Cage Renovation	Revenues	-	-	-	30,000	-	30,000
Roof at Community Center	Revenues	150,000	-	-	-	-	150,000
New Pickle Ball Courts	Grant	150,000	-	-	-	-	150,000
New Raquetball Courts	Revenues	-	-	-	-	-	-
Repaint the Aquatic Center	Revenues	-	-	-	80,000	-	80,000
New Maintenance Trucks	Revenues	-	30,000	-	30,000	-	60,000
Sound panels gymnasium	Revenues	50,000	-	-	-	-	50,000
PUBLIC WORKS							
Re-roofing main Building at Public Works	Revenues	40,000	45,000	50,000	-	-	135,000
Storm shutters Country Club	Revenues	-	75,000	-	-	-	75,000
Re-roofing main building at tennis courts	Revenues	-	20,000	-	-	-	20,000
TOTAL GENERAL FUND		1,033,946	1,676,420	1,735,866	5,471,684	5,677,393	15,555,309
ELDERLY SERVICES							
New Bus	Grant/Revenues	98,000	-	-	-	-	98,000
TOTAL SENIOR CENTER		98,000	-	-	-	-	98,000
ROAD AND TRANSPORTATION							
streetlight improvements	CITT/General	100,000	100,000	100,000	100,000	100,000	500,000
Street Tree maintenance	General	45,000	45,000	45,000	45,000	45,000	225,000
Citywide sidewalk connectivity	CITT/Grant	2,000,000	-	-	-	-	2,000,000
street/sidewalk milling and resurfacing	CITT/General	300,000	300,000	300,000	300,000	300,000	1,500,000
TOTAL ROAD & TRANS.		2,445,000	445,000	445,000	445,000	445,000	4,225,000
SANITATION							
New Sanitation Vehicles Bulk Trash Dump Trucks	Revenues	75,000	85,000	85,000	85,000	85,000	415,000
New rear loader sanitation vehicle	Revenues	-	146,000	-	-	-	146,000
STORMWATER							
O&M Stormwater system	Revenues	100,000	100,000	100,000	100,000	100,000	500,000
Canal Bank Restoration	Grant	2,000,000	-	-	-	-	2,000,000
TOTAL ENTERPRISE FUNDS		2,175,000	331,000	185,000	185,000	185,000	3,061,000
TOTAL ALL FUNDS		5,751,946	2,452,420	2,365,866	6,101,684	6,307,393	22,939,309

City of Miami Springs Organizational Chart 2023 - 2024



POSITION CLASSIFICATION AND PAY PLAN
FISCAL YEAR 2023-24
CIVIL SERVICE / NON-CIVIL SERVICE EMPLOYEES

POSITION	PAY GRADE	FY 2023-24	
		MINIMUM	MAXIMUM
PRO SHOP CASHIER	7	24,960	36,866
MAINTENANCE WORKER I	8	28,829	42,744
PRO SHOP CLERK	8	28,829	42,744
CLERICAL ASSISTANT	9	29,606	43,901
REFUSE COLLECTOR	10	30,344	46,795
MAINTENANCE WORKER II	11	31,177	50,029
REFUSE TRUCK DRIVER	13	32,676	52,486
GOLF MAINTENANCE WORKER	13	32,676	52,486
GYM INSTRUCTOR	13	32,676	52,486
RECREATION MAINTENANCE WORKER	13	32,676	52,486
ADMINISTRATIVE ASSISTANT I	15	34,333	52,951
BUILDING SPECIALIST I	15	34,333	52,951
MATERIALS MANAGEMENT CLERK	15	34,333	52,951
POLICE ADMINISTRATIVE SPECIALIST I	15	34,333	52,951
RECREATION SPECIALIST	15	34,333	52,951
AQUATIC SPECIALIST	15	34,333	52,951
HEAVY EQUIPMENT OPERATOR	15	34,333	52,951
SPECIAL EVENTS/PROGRAM SPECIALIST	15	34,333	52,951
ACCOUNTING SPECIALIST I	16	35,186	54,276
BUILDING MAINTENANCE TECHNICIAN	16	35,186	54,276
GOLF COURSE SPRAY/APPLICATOR TECH	16	35,186	54,276
AUTOMATED EQUIPMENT OPERATOR	19	37,899	62,631
PUBLIC PROPERTIES FOREMAN	19	37,899	62,631
STREETS FOREMAN	19	37,899	62,631
ACCOUNTING SPECIALIST II	22	40,810	60,517
ADMINISTRATIVE ASSISTANT II	22	40,810	60,517
ASSISTANT SENIOR CENTER MANAGER	22	40,810	60,517
ASSISTANT TO THE CITY CLERK	22	40,810	60,517
BUILDING MAINTENANCE SPECIALIST	22	40,810	60,517
BUILDING SPECIALIST II	22	40,810	60,517
PROCUREMENT SPECIALIST	22	40,810	60,517
POLICE DISPATCHER-TRAINEE	23	41,771	62,656
ADMINISTRATIVE ASSISTANT III	24	42,879	64,449
AQUATIC COORDINATOR	24	42,879	64,449
BUILDING SPECIALIST III	24	42,879	64,449
GOLF MAINTENANCE MECHANIC	24	42,879	64,449
POLICE ADMINISTRATIVE SPECIALIST II	24	42,879	64,449
RECREATION COORDINATOR	24	42,879	64,449
RECREATION MAINTENANCE SUPERVISOR	24	42,879	64,449
SANITATION FOREMAN	24A	42,879	69,283
GOLF MAINTENANCE SUPERVISOR/FOREMAN	25	43,961	65,954
POLICE DISPATCHER I	25	43,961	65,954
PRO SHOP/OUTSIDE SERVICES MANAGER	25	43,961	65,954
ACCOUNTING SPECIALIST III	26	46,159	69,251
ATHLETIC SUPERVISOR	26	46,159	69,251
HUMAN RESOURCES SPECIALIST II	26	46,159	69,251
POLICE ADMINISTRATIVE SPECIALIST III	26	46,159	69,251
POLICE DISPATCHER II	26	46,159	69,251
CODE COMPLIANCE OFFICER	27	46,646	69,738
EXECUTIVE ASSISTANT TO THE CHIEF OF POLICE	27	46,646	69,738
AQUATIC SUPERVISOR	28	47,331	70,183
POLICE COMMUNICATIONS SUPERVISOR	28	47,331	70,183
* DEPUTY CITY CLERK	29	48,094	70,726
PUBLIC INFO & PROF SERVICES SPECIALIST	29	48,094	70,726
* ASSISTANT IT MANAGER	31	52,826	78,938
PUBLIC WORKS OPERATIONS MANAGER	31	52,826	78,938
SPECIAL EVENTS/PROGRAMS SUPERVISOR	31	52,826	78,938
SENIOR PROCUREMENT OFFICER	34	56,405	82,229
* GRANT WRITER & PUBLIC INFORMATION SPECIALIST	37	59,102	87,652
POLICE NETWORK ADMINISTRATOR	37	59,102	87,652
POLICE OFFICER- RECRUIT	37	59,102	87,652
* SENIOR CENTER MANAGER	39	60,786	89,846
* ASSISTANT PUBLIC WORKS DIRECTOR	40	62,401	92,642
* CITY PLANNER	44	68,875	102,148
* GOLF SUPERINTENDENT	45	70,599	107,840
* CONTROLLER	46	80,977	117,743
* HUMAN RESOURCES DIRECTOR/RISK MANAGER	46	80,977	117,743
* INFORMATION TECHNOLOGY DIRECTOR	46	80,977	117,743
* CITY CLERK	49	90,091	120,120
* GOLF & COUNTRY CLUB DIRECTOR	49	90,091	120,120
* PUBLIC WORKS DIRECTOR	49	90,091	120,120
* RECREATION DIRECTOR	49	90,091	120,120
* POLICE CAPTAIN	49P	108,900	151,104
* ASSISTANT CITY MANAGER	50	112,531	156,000
* BUILDING OFFICIAL & CODE COMPLIANCE DIRECTOR	50	112,531	156,000
* FINANCE DIRECTOR	50	112,531	156,000
* CHIEF OF POLICE	50P	115,599	165,372
* NON-CIVIL SERVICE EMPLOYEE			

SECTION 2

CITY COUNCIL

MISSION STATEMENT

The mission of the City Council is to provide leadership and direction for the City, to assure the present and future fiscal integrity of the municipal government, to represent the short and long-term interests of the City, and to promote quick, courteous responses to residents' concerns.

City Council

The City Council of the City of Miami Springs is comprised of an elected Mayor and four elected Council members. These individuals serve in the capacity of elected officials for the voters of the City and act as the legislative body of the municipality. Terms are for two years and members may serve for four consecutive terms.

The body is elected to lead, direct and provide policy for the administration. Additionally, the body is responsible to establish laws, regulations, set millage rates, adopt budgets, appropriate funds and other legislative matters. To ensure continuity, the Council appoints citizens to serve as advisors to permanent boards, two retirement systems and various ad hoc advisory committees.

Regular Council meetings are held the second and fourth Mondays of each month excluding July. Special sessions are also held in August to discuss budget and other matters of critical importance.

Goals

Represent the citizens of Miami Springs in an effective and efficient manner through policy making that meets and anticipates the needs of the City.

Enhance community spirit and promote community involvement through use of City boards and committees.

Objectives

Meet regularly to discuss and decide current issues within the City and allow citizens a forum to participate in the policies affecting their City.

Support all City boards and committees and ensure that all vacant posts are filled.

2022-23 Accomplishments

- Continued to approve a lower millage rate without any changes to levels of City services to residents and businesses
- Approved the Renovation of the Miami Springs Golf Course
- Accepted a TPO Municipal Grant for a Parking Study
- Supported the Miami-Dade County Public School Board's 2023 State Legislative Priorities and Program
- Approved the stormwater and roadway improvements on South Royal Poinciana Boulevard
- Approved the Resurfacing for the Pool Deck at the Aquatic Center
- Certified the 2023 Miami Springs General Election

City Council

2022-23 Accomplishments(continued)

- Supported and approved donations to various non-profit organizations such as Boy Scouts and Girl Scouts
- Continued to monitor and pursue the Four City Annexation Application initiative
- Approved the City's intent in lowering the millage rate upon annexation
- Unveiled the Eastern Flight 401 Memorial Monument on Curtiss Parkway
- Attended the Groundbreaking Ceremony for the Realtors Association Building
- Attended the Miami Springs Historic Museum Ribbon Cutting Satellite Display at the Adult Community Center
- Initiated the process and hired the new City Manager

2023-24 Budget Highlights

- Proposed budget is \$23,577 or 12.7% less than FY 22-23:

Budgeted Revenues	\$ -0-
Budgeted Expenditures	\$161,842
Net cost of Department	\$161,842

- The Promotions line item is a lump sum of \$80,600 to be allotted during the year as follows:

1. \$39,600 will be allocated during the year for the following events:

Stafford Golf Tournament (\$2,000)
River Cities Festival (\$14,000)
Car shows (2) (\$3,000)
Circle events (\$8,000)
Employee Holiday Dinner (\$5,000)
Police Appreciation Dinner (\$3,000)
City Shred Event (\$2,600)
Donations to Local Groups (\$2,000)

2. \$35,000 has been allocated to the Curtis Mansion to assist with their annual operating costs.
3. \$6,000 has been allocated to the Historic Museum for storage costs.

CITY OF MIAMI SPRINGS
 CITY COUNCIL BUDGET
 FISCAL YEAR ENDING 9/30/24

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT DESCRIPTION</u>	<u>FY21-22 ACTUALS</u>	<u>FY22-23 AMENDED BUDGET</u>	<u>FY23-24 Departmental Request</u>	<u>Dollar Increase (Decrease)</u>
MAYOR & COUNCIL					
001-0101-511.11-00	EXECUTIVE SALARIES	31,800	31,800	31,800	-
001-0101-511.21-00	FICA TAXES	2,433	2,433	2,433	-
001-0101-511.24-00	WORKER'S COMPENSATION	60	80	80	-
001-0101-511-31-00	PROFESSIONAL SERVICES	-	-	-	-
001-0101-511-34-00	CONTRACTUAL SERVICES	15,239	17,600	19,080	1,480
001-0101-511.40-00	TRAVEL AND PER DIEM	8,675	17,100	13,800	(3,300)
001-0101-511.41-01	TELEPHONE	5,033	3,200	3,200	-
001-0101-511-47-00	PRINTING AND BINDING	485	3,900	3,450	(450)
001-0101-511.48-00	PROMOTIONS	95,850	101,907	80,600	(21,307)
001-0101-511-51-00	OFFICE SUPPLIES	-	750	750	-
001-0101-511-52-09	OPERATING SUPPLIES	57	500	500	-
001-0101-511.54-00	DUES, MEMBERSHIPS, SUBS	2,580	3,400	3,400	-
001-0101-511.58-00	EDUCATION AND TRAINING	1,225	1,000	1,000	-
001-0101-511.59-00	MISCELLANEOUS EXPENSES	1,250	1,750	1,750	-
** MAYOR & COUNCIL		164,687	185,420	161,842	(23,577)

Fiscal Year : : 2023
 Budget Level : : BUDG
 Description : : DEPARTMENTAL INPUT

Account #	Description	Budget Amount	Misc. Info
1-0101-511-11-00	EXECUTIVE SALARIES	31,800.00	
1-0101-511-21-00	FICA TAXES	2,433.00	
1-0101-511-24-00	WORKER'S COMPENSATION	80.00	
1-0101-511-34-00	CONTRACTUAL SERVICES	19,080.00	
1-0101-511-40-00	TRAVEL AND PER DIEM	13,800.00	
1-0101-511-41-01	TELEPHONE: BASE & LOCAL	3,200.00	
1-0101-511-47-00	PRINTING AND BINDING	3,450.00	
1-0101-511-48-00	PROMOTIONS	80,600.00	
1-0101-511-51-00	OFFICE SUPPLIES	750.00	
1-0101-511-51-00	OPERATING SUPPLIES	500.00	
1-0101-511-52-00	DUES, MEMBERSHIPS, SUBS	3,400.00	
1-0101-511-54-00	Education & Training	1,000.00	
1-0101-511-58-00	MISCELLANEOUS EXPENSES	1,750.00	
1-0101-511-59-00		161,843.00	
* Total Accounts for this Budget Level			13

Basis for FY 2023-24 Salary Projections

Base Salary for each position: Calculations is based upon current earnings at 2,080 hours
 Adjustment includes:

Max Annual merit increase for position	0.0%
Cost of living Adjustment	0.0%
CPI for all urbans (Apr to Apr)	0.00%
Estimate used for COLA Projection	0.00%

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City of Miami Springs						
Department: CITY COUNCIL						
Position	FT PT	Amended Budget	Qty	Fav (Unf)	Current Salary As of 3/31/23	FY23-24 Projection
Mayor	PT	1	1	0	7800	7800
City Council member	PT	4	4	0	24000	24000
Total projections		5	5	0	31800	31800

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SECTION 3

CITY CLERK

MISSION STATEMENT

The mission of the City Clerk's office is committed to serving the public, the City Council, and all City Departments by striving for excellence in the preservation and management of all City records and assist in the accessibility to Public Records; to conduct all City Clerk related services with accuracy in a courteous and expeditious manner, providing the means for citizens to participate in local government.

City Clerk

The Office of the City Clerk is responsible for officially maintaining all records and minutes of the City.

The Office of the City Clerk is responsible for conducting all City elections (F.S.S.106 and City Charter 8.02(1) and for preserving all permanent records, ordinances, resolutions, proclamations, minutes, contracts, historical documents and other official records in compliance with F.S.S. chapter 119 and Charter 8.02 (4).

The City Clerk serves as Records Management Liaison Officer (RMLO) to all City departments as needed. With the Mayor and City Manager, the Clerk attests to all official City documents and records the appropriate document with the Clerk of the Court (Charter 8.02).

The City Clerk's office attends, records and transcribes minutes of all City Council meetings, in a timely fashion, as well as a summary of actions for proper follow-up by all departments. The City Clerk also provides notary, information and referral services to the general public to enhance community relations.

Goals

Provide for and ensure the accurate and unbiased compilation and maintenance of the legislative history of the official actions and documents of the City of Miami Springs.

Serve as a principal contact for citizen inquiries and to inform the residents of the actions of the City using the most current means and methods.

To develop a records management program that will benefit the City staff in order to easily locate documents to improve day to day operations.

Maintain advisory board schedule and attendance of board members; disseminate advisory board agendas and provide accurate minutes of the boards.

Establish an annual reporting system for the dissemination of accomplishments and challenges for the City Clerk's Office.

Objectives

Compile and distribute all agenda documents for the City Council meetings, special meetings, and advisory boards and transcribe accurate minutes of all proceedings.

Create and maintain accurate minutes and notes of all meetings held by the City Council in its legislative and in its quasi-judicial capacity

Publish and post all notices of public proceedings as required by law

Act as the records custodian for the City and disseminate information to the public as necessary.

Serve as Supervisor of Elections for the City's local election.

Create, maintain, and monitor a list of citywide scanning projects including status, working with departments to ensure their completion.

Objectives (continued)

Distribute "Welcome Packet" to new members of advisory boards that include purpose, rules and procedures for boards as directed by the City Code.

Continue to maintain an organized public records management system, utilizing document imaging as appropriate, in order to provide public records in a timely and reasonable manner.

Continue to administer the review the codification of the City Charter and Code through contract with Municipal Code Corporation.

Continue to provide assistance to all Departments concerning City needs.

2022-23 Accomplishments

- Continued the paperless agenda system to replace the paper agenda packets.
- Thirty (30) agendas and minutes were prepared for various Council meetings.
- Forty-seven (47) agendas and minutes were prepared for various Advisory Board meetings.
- Ordered publication of two new supplements for the Code of Ordinances.
- Researched records and provided extensive information to the Administration, City Attorney, Department Heads and general public.
- Processed over 400 public record requests.
- Notarized over 900 documents for residents and other citizens.
- Continued departmental training in the City's records management program.
- External training for various departments in the City in records management.
- Continued assisted scanning of all street files and plans in the Building and Zoning/ Department.
- Assisted the Human Resources Department with the scanning of personnel files of current/former employees
- Shredded building and permitting files and plans in accordance to State law and retention schedule.
- Shredded Finance files accordance to State Law and Retention Schedule
- Hired and trained new Assistant in Clerk's Office.
- Advertised approximately four various Ordinances, eight election ads, and variety of public notices such as bid notices, public hearing items such as Site Plan Approvals and Variance Requests.
- Explored outreach program to increase Municipal Services.
- Prepared, conducted and certified the City for the 2023 General Election by creating and updating candidate forms and information
- Swore-in several elected officials after the 2023 Election, and ratified the charter with the recent charter amendments
- The City Clerk's Office continues to utilize Zoom as a platform for residents and visitors to participate in various meetings

2023-24 Budget Highlights

- Proposed budget is \$21,040 or 6.0% higher than FY 22-23.

Budget Summary:

Budgeted Revenues	\$ -0-
Budgeted Expenditures	<u>\$370,154</u>
Net cost of Department	<u>\$370,154</u>

CITY OF MIAMI SPRINGS
 CITY CLERK BUDGET
 FISCAL YEAR ENDING 9/30/24

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY21-22 ACTUALS	FY22-23 AMENDED BUDGET	FY23-24 Departmental Request	Dollar Increase (Decrease)
CITY CLERK					
001-0301-513.12-00	REGULAR SALARIES	186,000	192,958	206,415	13,457
001-0301-513.14-00	OVERTIME	1,739	1,000	1,000	-
001-0301-513.21-00	FEDERAL PAYROLL TAXES	13,544	14,838	15,867	1,029
001-0301-513.22-01	GENERAL PENSION	19,822	18,063	22,401	4,338
001-0301-513.25-00	UNEMPLOYMENT COMPENSATION	-	-	-	-
001-0301-513.23-04	MEDICAL INSURANCE	-	-	-	-
001-0301-513.23-05	POS, EMPLOYEE ONLY	36,098	39,446	42,992	3,546
001-0301-513.23-07	LIFE/AD&D	887	903	1,127	224
001-0301-513.23-08	DENTAL - OHS - EMPLOYEE	119	324	324	0
001-0301-513.23-09	VSP - VISION - EMPLOYEE	96	203	203	0
001-0301-513.23-11	DENTAL - OHS - FAMILY	204	-	-	-
001-0301-513.23-12	VSP - VISION - FAMILY	106	-	-	-
001-0301-513.23-18	POS - EMP + CHILDREN	-	-	-	-
	TOTAL MEDICAL INSURANCE	37,510	40,876	44,648	3,772
001-0301-513.24-00	WORKER'S COMPENSATION	316	482	603	121
001-0301-513.34-00	OTHER CONTRACTUAL SERVICE	7,578	28,400	27,400	(1,000)
001-0301-513.40-00	TRAVEL AND PER DIEM	1,884	3,000	3,000	-
001-0301-513.41-01	TELEPHONE	882	1,200	1,200	-
001-0301-513.41-03	POSTAGE	725	650	650	-
001-0301-513.41-06	INTERNET ACCESS	1,454	1,693	1,700	7
001-0301-513.44-00	RENTALS AND LEASES	2,626	3,000	3,000	-
001-0301-513.45-30	LIABILITY INSURANCE	3,898	4,915	5,469	554
001-0301-513.46-00	REPAIRS AND MAINTENANCE	1,280	4,630	2,600	(2,030)
001-0301-513.47-00	PRINTING AND BINDING	2,901	7,250	7,800	550
001-0301-513.48-00/02	ADVERTISING & PROMOTIONS	5,827	9,700	9,500	(200)
001-0301-513.51-00	OFFICE SUPPLIES	5,505	8,200	9,400	1,200
001-0301-513.52-00	OPERATING SUPPLIES	3,392	3,309	4,300	991
001-0301-513.54-00	DUES, MEMBERSHIPS, SUBS	1,648	2,450	1,950	(500)
001-0301-513.58-00	EDUCATION AND TRAINING	623	2,500	1,250	(1,250)
001-0301-513.64-00	MACHINERY AND EQUIPMENT	6,196	-	-	-
** CITY CLERK		305,350	349,114	370,154	21,040

Fiscal Year : : 2023
 Budget Level : : BUDG
 Description : : DEPARTMENTAL INPUT

Account #	Description	Budget Amount	Misc. Info
1-0301-513-12-00	REGULAR SALARIES	206,415.00	
1-0301-513-14-00	OVERTIME	1,000.00	
1-0301-513-21-00	FEDERAL PAYROLL TAXES	15,867.00	
1-0301-513-22-01	GENERAL	22,401.00	
1-0301-513-23-05	HMO, EMPLOYEE +1	42,992.00	
1-0301-513-23-07	LIFE/AD&D	1,127.00	
1-0301-513-23-08	DENTAL - OHS - EMPLOYEE	324.00	
1-0301-513-23-09	VSP - VISION - EMPLOYEE	203.00	
1-0301-513-24-00	WORKER'S COMPENSATION	603.00	
1-0301-513-34-00	OTHER CONTRACTUAL SERVICE	27,400.00	
1-0301-513-40-00	TRAVEL AND PER DIEM	3,000.00	
1-0301-513-41-01	TELEPHONE: BASE & LOCAL	1,200.00	
1-0301-513-41-03	POSTAGE	650.00	
1-0301-513-41-06	INTERNET ACCESS	1,700.00	
1-0301-513-44-00	RENTALS AND LEASES	3,000.00	
1-0301-513-45-30	RISK MANAGEMENT	5,469.00	
1-0301-513-46-00	REPAIRS AND MAINTENANCE	2,600.00	
1-0301-513-47-00	PRINTING AND BINDING	7,800.00	
1-0301-513-48-02	ADVERTISING	9,500.00	
1-0301-513-51-00	OFFICE SUPPLIES	9,400.00	
1-0301-513-52-00	OPERATING SUPPLIES	4,300.00	
1-0301-513-54-00	DUES, MEMBERSHIPS, SUBS	1,950.00	
1-0301-513-58-00	EDUCATION AND TRAINING	1,250.00	
* Total Accounts for this Budget Level		370,151.00	

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Basis for FY 2023-24 Salary Projections

Base Salary for each position:
 Adjustment includes:
 Max Annual merit increase for position
 Cost of Living Adjustment
 CPI for all urbans (Apr to Apr)
 Estimate used for COLA Projection

Calculations is based upon current earnings at 2,080 hours
0.0%
 0.00%
 4.00% to be effective on 10-01-2023

City of Miami Springs													
Department: CITY CLERK													
Position (paygrade)	Employee Name	FT		Amandated Budget	Qty	Fav (Unft)	Current Salary As of 3/31/23	Date of Annual Review	Promotional Increase		4% COLA Increase	Longevity	FY23-24 Projection
		PT	PT						Merit Increase	Merit Increase			
City Clerk-PG49C	Erika Santamaria			1	1	0	\$105,773			\$0	\$4,231	\$0	\$110,004
Deputy City Clerk-PG29	Juan Garcia			1.00	1.00	0	\$60,320			\$0	\$2,413	\$500	\$63,233
Assistant to City Clerk	Sandra Duarte			0.75	0.75	0	31,902			\$0	\$1,276	\$0	\$33,178
Total projections				2.8	2.8	0	\$137,995			\$0	\$7,920	\$500	\$206,415

SECTION 4

CITY MANAGER

MISSION STATEMENT

In order to ensure the Quality of Life the residents of Miami Springs have historically enjoyed; the Mission of the Office of the City Manager is to protect that quality and manage change through the following:

To provide the most effective means of implementing the policies of the City Council and delivering personalized services to the residents of Miami Springs, all within a budget that emphasizes fiscal constraint; to direct and oversee the activities of the various department directors to ensure the activities of their staff reflect this vision; and to foster an atmosphere that inspires creative solutions to the various issues we face daily.

CITY OF MIAMI SPRINGS
 CITY MANAGER BUDGET
 FISCAL YEAR ENDING 9/30/24

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2021-22 ACTUALS	FY2022-23 AMENDED BUDGET	FY2023-24 Departmental Request	Dollar Increase (Decrease)
CITY MANAGER					
001-0201-512.12-00	REGULAR SALARIES	237,145	246,100	365,500	119,400
001-0201-512.21-00	FICA TAXES	17,289	18,827	27,961	9,134
001-0201-512.22-01	GENERAL EMPLOYEES RET SYS	12,815	11,082	14,917	3,835
001-0201-512.22-04	401A ICMA RETIREMENT TRST	18,850	19,017	30,971	11,954
001-0201-512.23-00	MEDICAL INSURANCE	-	-	-	-
001-0201-512.23-03	POS. FAMILY	-	-	-	-
001-0201-512.23-04	HMO, EMPLOYEE ONLY	22,225	24,224	29,201	4,977
001-0201-512.23-07	LIFE/AD&D	1,157	1,139	1,704	565
001-0201-512.23-08	DENTAL-ORAL HEALTH SVCS	391	663	793	130
001-0201-512.23-09	VSP-VISION SERVICE PLAN	-	186	213	27
001-0201-512.23-11	DENTAL - OHS - FAMILY	271	-	-	-
001-0201-512.23-12	VSP - VISION - FAMILY	186	-	-	-
001-0201-512.23-18	POS - EMP + CHILDREN	-	-	-	-
001-0201-512.23-19	Medical Insurance	-	-	-	-
	TOTAL MEDICAL INSURANCE	24,230	26,212	31,911	5,699
001-0201-512.24-00	WORKER'S COMPENSATION	418	615	914	299
001-0201-512.31-00	PROFESSIONAL SERVICES	109,810	81,475	82,000	525
001-0201-512.40-00	TRAVEL AND PER DIEM	9,647	8,500	9,000	500
001-0201-512.41-01	TELEPHONE	397	600	600	-
001-0201-512.41-02	CELLULAR TELEPHONE	1,203	1,600	1,600	-
001-0201-512.41-03	POSTAGE	127	130	150	20
001-0201-512.41-06	INTERNET ACCESS	1,454	2,100	2,200	100
001-0201-512.45-30	LIABILITY INSURANCES	5,209	6,269	8,306	2,037
001-0201-512.51-00	OFFICE SUPPLIES	66	300	500	200
001-0201-512.52-00	OPERATING SUPPLIES	5,201	4,235	5,000	765
001-0201-512.54-00	DUES, MEMBERSHIPS, SUBS	768	3,100	4,000	900
001-0201-512.58-00	EDUCATION AND TRAINING	-	500	500	-
001-0201-512.64-00	MACHINERY AND EQUIPMENT	-	-	-	-
** CITY MANAGER		444,629	430,662	586,030	155,368

Basis for FY 2023-24 Salary Projections

Calculations is based upon current earnings at 2,080 hours

Base Salary for each position:
Adjustment includes:

Max Annual merit increase for position **0.0%**

Cost of living Adjustment

0.00%

CPI for all urbans (Apr to Apr)

4.00%

Estimate used for COLA Projection **to be effective on 10-01-2023**

City of Miami Springs

Department: Office of the City Manager

Position (paygrade)	FT PT	Amended Budget	Qty	Fav (Unf)	Current Salary 3/31/2023	Start Date	FY 23-24 Projected Merit Increase	4% COLA Increase	Longevity	FY 2023-24 Projection
City Manager-	FT	1.00	1.00	0	\$200,000	01/03/12	\$0	\$8,000	\$0	\$208,000
Assistant City Manager-PG49	FT	1.0	1.0	0	\$150,000	01/00/00	\$0	\$6,000	\$1,500	\$157,500
		0	0	0	\$0	01/00/00	\$0	\$0	\$0	\$0
Total projections		2.0	2.0	0	\$350,000		\$0	\$14,000	\$1,500	\$365,500

TOR-Top of range no merit increases

SECTION 5

HUMAN RESOURCES

MISSION STATEMENT

To provide an organizational framework to recruit, select, classify, compensate, develop, and reward the City's diverse workforce, while ensuring an environment that optimizes productivity, efficiency and effectiveness. In addition, this department is responsible for the effective administration of claims, and to provide a safe and healthy environment for the City's employees and residents.

CITY OF MIAMI SPRINGS
HUMAN RESOURCES BUDGET
FISCAL YEAR ENDING 9/30/24

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2021-22	FY2022-23	FY2023-24	Dollar Increase (Decrease)
		ACTUALS	AMENDED BUDGET	Departmental Request	
HUMAN RESOURCES					
001-0401-513.12-00	REGULAR SALARIES	151,135	157,666	167,053	9,387
001-0401-513.21-00	FEDERAL PAYROLL TAXES	10,808	12,061	12,780	719
001-0401-513.22-01	GENERAL PENSION	5,665	5,236	5,397	161
001-0401-513.22-04	401A ICMA RETIREMENT	14,552	15,148	16,215	1,067
001-0401-513.23-00	MEDICAL INSURANCE	23,732	25,868	28,196	2,328
001-0401-513.23-02	POS, EMPLOYEE +1	-	-	-	-
001-0401-513.23-07	LIFE/AD&D	745	736	777	41
001-0401-513.23-08	DENTAL - OHS - EMPLOYEE	161	901	921	20
001-0401-513.23-09	VSP - VISION - EMPLOYEE	55	162	162	(0)
001-0401-513.23-10	DENTAL- OHS - DUAL	740	-	-	-
001-0401-513.23-12	VSP - VISION - FAMILY	106	-	-	-
	TOTAL MEDICAL INSURANCE	25,539	27,667	30,056	2,389
001-0401-513.24-00	WORKER'S COMPENSATION	265	394	418	24
001-0401-513.31-00	PROFESSIONAL SERVICES	50,023	54,250	54,250	-
001-0401-513.34-00	CONTRACTUAL SERVICES	6,994	12,439	22,439	10,000
001-0401-513.40-00	TRAVEL AND PER DIEM	-	1,420	1,520	100
001-0401-513.41-01	TELEPHONE	397	324	420	96
001-0401-513.41-03	POSTAGE	299	250	250	-
001-0401-513.41-06	INTERNET ACCESS	1,454	1,505	1,505	-
001-0401-513.45-30	LIABILITY INSURANCE	3,284	4,016	3,785	(231)
001-0401-513.46-00	REPAIRS AND MAINTENANCE	1,300	1,300	1,300	-
001-0401-513.48-00	ADVERTISING	200	300	300	-
001-0401-513.51-00	OFFICE SUPPLIES	789	1,120	1,120	-
001-0401-513.52-00	OPERATING SUPPLIES	2,192	2,390	2,890	500
001-0401-513.54-00	DUES, MEMBERSHIPS, SUBS	1,209	1,590	1,690	100
001-0401-513.58-00	EDUCATION AND TRAINING	7,400	31,200	21,200	(10,000)
** HUMAN RESOURCES		283,505	330,276	344,586	14,310

Basis for FY 2023-24 Salary Projections

Calculations is based upon current earnings at 2,080 hours

0.00%

0.00%

4.00% to be effective on 10-01-2023

Base Salary for each position:

Adjustment includes:

(Max) Annual merit increase for position

Cost of living Adjustment

CPI for all urbans (Apr to Apr)

Estimate used for COLA Projection

City of Miami Springs												
Department: HUMAN RESOURCES												
Position (paygrade)	FT	Amended Budget	Qty	F&V (Unit)	Current Salary As of 2/31/23	Date of Annual Review	Merit Increase	COLA Increase	4%	Temp. Increase (addit duties)	Longevity	FY23-24 Projection
Human Resource Director/Risk Manager-PG45	FT	1	1	0	104,230		\$0	\$4,169	\$0	\$0	\$500	\$108,899
Human Resources Specialist II	FT	1	1	0	55,436		\$0	\$2,217	\$0	\$0	\$500	\$58,153
Total projections		2	2	0	\$159,666		\$0	\$6,387			\$1,000	\$167,053

TOR- Top of range no merit increases

Fiscal Year : : 2023
 Budget Level : : BUDG
 Description : : DEPARTMENTAL INPUT

Account #	Description	Budget Amount	Misc. Info
1-0401-513-12-00	REGULAR SALARIES	167,053.00	
1-0401-513-21-00	FEDERAL PAYROLL TAXES	12,780.00	
1-0401-513-22-01	GENERAL	5,397.00	
1-0401-513-22-04	401A ICMA RETIREMENT TRST	16,215.00	
1-0401-513-23-00	MEDICAL INSURANCE	28,196.00	
1-0401-513-23-07	LIFE/AD&D	777.00	
1-0401-513-23-08	DENTAL - OHS - EMPLOYEE	921.00	
1-0401-513-23-09	VSP - VISION - EMPLOYEE	162.00	
1-0401-513-24-00	WORKER'S COMPENSATION	418.00	
1-0401-513-31-00	PROFESSIONAL SERVICES	54,250.00	
1-0401-513-34-00	OTHER CONTRACTUAL SERVICE	22,439.00	
1-0401-513-40-00	TRAVEL AND PER DIEM	1,520.00	
1-0401-513-41-01	TELEPHONE: BASE & LOCAL	420.00	
1-0401-513-41-03	POSTAGE	250.00	
1-0401-513-41-06	INTERNET ACCESS	1,505.00	
1-0401-513-45-30	RISK MANAGEMENT	3,785.00	
1-0401-513-46-00	REPAIRS AND MAINTENANCE	1,500.00	
1-0401-513-48-00	PROMOTIONS	300.00	
1-0401-513-51-00	OFFICE SUPPLIES	1,120.00	
1-0401-513-52-00	OPERATING SUPPLIES	2,890.00	
1-0401-513-54-00	DUES, MEMBERSHIPS, SUBS	1,690.00	
1-0401-513-58-00	EDUCATION AND TRAINING	21,200.00	
* Total Accounts for this Budget Level		344,588.00	

SECTION 6

FINANCE DEPARTMENT

MISSION STATEMENT

Financial integrity and transparency of effective fiscal oversight through the utilization of accepted practices that encourage competition, including best value and quality considerations, as well as constant communications with taxpayers, Council, and other stakeholders to ensure that the public is best served.

Finance Department-Administrative Division

The Administrative Division of the Finance Department is responsible for overseeing the financial operations of the City including: accounts payable, accounts receivable, audits, budgeting, capital projects accounting, cash management, collections, debt administration, financial analysis, financial reporting, fixed asset reporting, payroll processing, and revenue & expenditure forecasting and monitoring. The Finance Department is also responsible for safeguarding the assets of the City.

The department ensures that surplus funds are properly invested to maximize returns on cash for operations.

The department is responsible for utility billing, collections, customer service and accounts receivable collections for the sanitation and storm water funds.

Goals

To ensure complete and accurate accounting of all transactions, and to report all financial information in accordance with professional accounting standards and federal, state, and local laws. Develop and implement processes to enhance the financial viability of the City, and provide financial information and analyses that are valuable as management tools and that are readily understood by our residents.

Objectives

Coordinate the preparations of the budget document and publish the adopted budget by October 1st.

Maintain high levels of professional accounting and reporting standards worthy of the Government Finance Officers Association (GFOA) "Certificate of Achievement for excellence in Financial Reporting" and the "Distinguished Budget Presentation Award" programs.

Continue providing monthly, quarterly, and annual financial data to facilitate the proper administration of the City.

Improve the usefulness of the performance measures of each department.

Provide for audits of the City. Coordinate the audits with the City's auditors and provide account analysis, reconciliations, and audit schedules to expedite the audit process and reduce the time needed to complete the Annual Comprehensive Financial Report.

2022-23 Accomplishments

- Awarded the "Distinguished Budget Presentation Award" by the GFOA.
- Awarded the "Certificate of Achievement for Excellence in Financial Reporting" by the GFOA

Finance Department-Administrative Division

2022-23 Accomplishments (continued)

- Received an unqualified audit from the City's external auditors for the fiscal year ending September 30th, 2022.

FY 2023-24 Budget Highlights

- Proposed budget is \$208,661 or 42.4% higher than FY 2022-2023. Increase is primarily due to the new finance director position.

- Budget Summary:

Budgeted Revenues	\$ -0-
Budgeted Expenditures	<u>\$695,332</u>
Net cost of Department	<u>\$695,332</u>

Finance Department-Professional Services Division

The Professional Services Division of the Finance Department is responsible for the procurement operations of the City, the research, writing and submission of grant proposals, the dissemination of public information, community outreach, and ensuring timely communication with City residents through a variety of media.

Goals

- To ensure complete, accurate and transparent purchasing transactions in accordance with City purchasing policies and federal, state and local laws.
- To develop, provide and communicate information that is a valuable management tool and readily accessible by residents.

Objectives

- Continue to keep administration, employees and residents informed of all coming events, projects and initiatives within the City through the monthly Gazette News-Bulletin, the web site, Channel 77, Twitter, the sign on the Circle, community calendars, notices and other print media as needed, including but not limited to flyers, posters, brochures, postcards, Instagram, Facebook, Twitter, etc.
- Continue to increase and improve our community awareness through our social media sites.
- Increase stakeholder awareness of the City's five-year strategic plan, goals, objectives and core values
- Assist the City with "going green" by increasing electronic communication
- Increase resident awareness of municipal operations, procedures and issues and provide official response to citizen inquiries via a variety of communication vehicles such as quarterly newsletters and fact sheets that are issued on an "as-needed" basis
- Continue to exercise total transparency and fiscal responsibility in all procurement matters
- Continue to research, collaborate with City departments and submit appropriate grant proposals and related documents that address municipal priorities

2022-23 Accomplishments

- Reviewed and processed 714 (to date- July) citywide purchase orders;
- Issued 6 solicitations (RFP's), 1 ITB and one RFQ (Quotes) to date;
- Maintained active memberships in good standing on behalf of the COMS with the following entities: NIGP, SEFL Chapter of NIGP, FAPPO, Greater Miami Chapter of NIGP, National League of Cities -WMG – Women in Municipal Government;
- Continues to holds active status with FEMA NIMS Certifications - The National Incident Management System (NIMS) Training Program to mitigate risk by achieving greater preparedness;

Finance Department-Professional Services Division

2022-23 Accomplishments (continued)

- Maintained a monthly full-color pull-out section of City News in the "Big Issue of the Monthly Gazette";
- Increased Miami Springs' Facebook followers from 2,700 to 3,034;
- Increased Twitter followers from 2,334 to 2,380;
- Increased Instagram followers from 7,229 to 8,234;
- Maintained and updated the City Hall lobbies "Welcome Center" (Visitor Brochure, Direct Mail Postcards, Flyers);
- Maintained the Everbridge Emergency Alert System;
- Updated Emergency Management Plan and Procedures Manual;
- Continue to video and promote all special events within the city, including but not limited to, vaccination sites, testing sites, Blood Drives, Food Drives, Virtual Recreation events and more;
- Continue to create daily flyers and posters for social media sites;
- Provide weekly updates on City Site;
- Continued to send out a fully "clickable" weekly e-newsletter;
- Maintain monthly "Art in City Hall" lobby displays and receptions;
- Continued to film and create Springs Stories, a project involving the community;
- Continued to improve and promote Community Outreach Events (Santa Letters, Lotus House Christmas Wishlist, Career Day, Thanksgiving Food Drive Nov '22);
- Continued to maintain a separate Instagram for the Parks & Recreation Department;
- Continued to maintain monthly updates for Citywide lobby TV's and Circle marquee.

FY 2023-24 Budget Highlights

- Proposed budget is \$77,506 or 28.3% lower than FY 22-23.
- Decrease is due to the fact that last year we budgeted for a full time Grant writer however that position was contracted out. Budget includes new APP communications
- Budget Summary:

Budgeted Revenues	\$ -0-
Budgeted Expenditures	\$196,252
Net cost of Department	\$196,252

CITY OF MIAMI SPRINGS
 FINANCE DEPARTMENT BUDGET
 FISCAL YEAR ENDING 9/30/24

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY21-22 ACTUALS	FY22-23 AMENDED BUDGET	FY23-24 Departmental Request	Dollar Increase (Decrease)
FINANCE-ADMINISTRATION					
001-0501-513.12-00	REGULAR SALARIES	230,071	243,636	375,732	132,096
001-0501-513.13-00	PART TIME YEAR ROUND	76,039	69,535	74,473	4,938
001-0501-513.21-00	FEDERAL PAYROLL TAXES	22,936	23,958	34,441	10,483
001-0501-513.22-01	GENERAL	19,765	18,821	20,393	1,572
001-0501-513.22-04	401A ICMA RETIREMENT TRST	6,283	6,339	23,228	16,889
001-0501-513.23-01	POS. EMPLOYEE ONLY	-	-	-	-
001-0501-513.23-02	POS. EMPLOYEE +1	-	-	-	-
001-0501-513.23-03	POS. FAMILY	-	-	-	-
001-0501-513.23-04	HMO, EMPLOYEE ONLY	32,235	29,082	56,981	27,899
001-0501-513.23-06	HMO, FAMILY	-	-	-	-
001-0501-513.23-07	LIFE/AD&D	1,080	1,021	1,634	613
001-0501-513.23-08	DENTAL - OHS - EMPLOYEE	511	546	1,175	629
001-0501-513.23-09	VSP - VISION - EMPLOYEE	166	170	250	80
001-0501-513.23-10	DENTAL - OHS - DUAL	130	-	-	-
001-0501-513.23-11	DENTAL - OHS - FAMILY	44	-	-	-
001-0501-513.23-12	VSP - VISION - FAMILY	-	-	-	-
001-0501-513.23-18	POS - EMP + CHILDREN	-	-	-	-
	TOTAL MEDICAL INSURANCE	34,166	30,819	60,040	29,221
001-0501-513.24-00	WORKER'S COMPENSATION	512	783	1,126	343
001-0501-513.31-00	PROFESSIONAL SERVICES	8,084	5,000	5,500	500
001-0501-513.32-00	AUDIT FEES	34,500	35,000	38,500	3,500
001-0501-513.34-00	OTHER CONTRACTUAL SERVICE	14,000	11,000	11,000	-
001-0501-513.40-00	TRAVEL AND PER DIEM	1,350	1,500	1,500	-
001-0501-513.41-01	TELEPHONE	1,854	1,900	2,100	200
001-0501-513.41-03	POSTAGE	3,532	3,500	3,000	(500)
001-0501-513.41-04	COURIER UPS, FEDX - OVRNGT	294	300	300	-
001-0501-513.41-06	INTERNET ACCESS	1,454	2,258	2,000	(258)
001-0501-513.44-00	RENTALS AND LEASES	610	2,445	2,900	455
001-0501-513.45-30	LIABILITY INSURANCE	7,169	8,877	11,100	2,223
001-0501-513.46-00	REPAIRS AND MAINTENANCE	-	500	500	-
001-0501-513.47-00	PRINTING AND BINDING	2,589	3,000	4,000	1,000
001-0501-513.49-00	CREDIT CARD FEES	6,738	15,000	12,500	(2,500)
001-0501-513.51-00	OFFICE SUPPLIES	1,490	2,800	3,000	200
001-0501-513.52-00	OPERATING SUPPLIES	4,484	3,000	4,000	1,000
001-0501-513.54-00	DUES, MEMBERSHIPS, SUBS	2,026	1,200	1,500	300
001-0501-513.58-00	EDUCATION AND TRAINING	447	500	1,000	500
001-0501-513.64-00	MACHINERY AND EQUIPMENT	-	-	1,500	1,500
**	FINANCE-ADMINISTRATION	480,393	491,671	695,332	203,661

CITY OF MIAMI SPRINGS
 FINANCE DEPARTMENT BUDGET
 FISCAL YEAR ENDING 9/30/24

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY21-22 ACTUALS	FY22-23 AMENDED BUDGET	FY23-24 Departmental Request	Dollar Increase (Decrease)
PROFESSIONAL SERVICES					
001-0502-513.12-00	REGULAR SALARIES	143,836	170,953	107,162	(63,791)
001-0502-513.21-00	FEDERAL PAYROLL TAXES	10,878	13,078	8,198	(4,880)
001-0502-513.22-01	GENERAL	15,024	16,003	9,945	(6,058)
001-0502-513.22-04	401A ICMA RETIREMENT TRST	-	-	-	-
001-0502-513.23-01	POS, EMPLOYEE ONLY	-	-	-	-
001-0502-513.23-02	POS, EMPLOYEE +1	-	-	-	-
001-0502-513.23-03	POS, FAMILY	-	-	-	-
001-0502-513.23-04	HMO, EMPLOYEE ONLY	15,998	5,988	11,188	5,200
001-0502-513.23-06	HMO, FAMILY	-	-	-	-
001-0502-513.23-07	LIFE/AD&D	637	674	-	(674)
001-0502-513.23-08	DENTAL - OHS - EMPLOYEE	273	255	255	(0)
001-0502-513.23-09	VSP - VISION - EMPLOYEE	85	88	88	(0)
001-0502-513.23-10	DENTAL- OHS - DUAL	-	-	-	-
001-0502-513.23-11	DENTAL - OHS - FAMILY	-	-	-	-
001-0502-513.23-12	VSP - VISION - FAMILY	18	-	-	-
001-0502-513.23-18	POS - EMP + CHILDREN	-	-	-	-
TOTAL MEDICAL INSURANCE					
001-0502-513.24-00	WORKER'S COMPENSATION	17,011	7,005	11,531	4,526
001-0502-513.25-00	UNEMPLOYMENT COMPENSATION	359	427	268	(159)
001-0502-513.31-00	PROFESSIONAL SERVICES	1,475	-	-	-
001-0502-513.34-00	OTHER CONTRACTUAL SERVICE	-	17,664	7,600	(10,064)
001-0502-513.40-00	TRAVEL AND PER DIEM	-	500	500	-
001-0502-513.41-02	CELLULAR PHONE	1,536	1,875	2,160	285
001-0502-513.41-03	POSTAGE	1,292	1,500	2,000	500
001-0502-513.41-04	COURIER,UPS,FEDX -OVERNGT	-	200	200	-
001-0502-513.41-06	INTERNET ACCESS	564	960	960	-
001-0502-513.45-30	LIABILITY INSURANCE	3,331	4,355	2,428	(1,927)
001-0502-513.47-00	PRINTING AND BINDING	19,200	19,200	19,200	-
001-0502-513.48-02	ADVERTISING	13,482	10,000	12,000	2,000
001-0502-513.51-00	OFFICE SUPPLIES	2,904	2,000	2,500	500
001-0502-513.52-00	OPERATING SUPPLIES	2,942	3,000	3,000	-
001-0502-513.54-00	DUES, MEMBERSHIPS, SUBS	5,611	4,538	4,600	62
001-0502-513.58-00	EDUCATION AND TRAINING	120	500	2,000	1,500
001-0502-513.64-00	MACHINERY AND EQUIPMENT	-	-	-	-
**	FINANCE-PROFESSIONAL SERVICES	239,565	273,758	196,252	(77,506)

Budget Level Report

Program: M2171

Fiscal Year : 2023
 Budget Level : BUDG
 Description :

DEPARTMENTAL INPUT

Account #	Description	Budget Amount	Misc. Info
1-0501-513-12-00	REGULAR SALARIES	375,732.00	
1-0501-513-13-00	PART TIME YEAR ROUND	74,473.00	
1-0501-513-21-00	FEDERAL PAYROLL TAXES	34,441.00	
1-0501-513-22-01	GENERAL	20,393.00	
1-0501-513-22-04	401A ICMA RETIREMENT TRST	23,228.00	
1-0501-513-23-04	HMO, EMPLOYEE ONLY	56,981.00	
1-0501-513-23-07	LIFE/AD&D	1,634.00	
1-0501-513-23-08	DENTAL - OHS - EMPLOYEE	1,175.00	
1-0501-513-23-09	VSP - VISION - EMPLOYEE	1,250.00	
1-0501-513-24-00	WORKER'S COMPENSATION	1,126.00	
1-0501-513-31-17	RED LIGHT HEARING OFFICER	4,500.00	
1-0501-513-31-18	R/L HEARING TRANSLATOR	1,000.00	
1-0501-513-32-00	AUDIT FEES	38,500.00	
1-0501-513-34-00	OTHER CONTRACTUAL SERVICE	11,000.00	
1-0501-513-40-00	TRAVEL AND PER DIEM	1,500.00	
1-0501-513-41-01	TELEPHONE: BASE & LOCAL	2,100.00	
1-0501-513-41-03	POSTAGE	3,000.00	
1-0501-513-41-04	COURIER, UPS, FEDX -OVERNIGHT	300.00	
1-0501-513-41-06	INTERNET ACCESS	2,000.00	
1-0501-513-44-00	RENTALS AND LEASES	2,900.00	
1-0501-513-45-30	RISK MANAGEMENT	11,100.00	
1-0501-513-46-00	REPAIRS AND MAINTENANCE	500.00	
1-0501-513-47-00	PRINTING AND BINDING	4,000.00	
1-0501-513-49-05	CREDIT CARD FEES	12,500.00	
1-0501-513-51-00	OFFICE SUPPLIES	3,000.00	
1-0501-513-52-00	OPERATING SUPPLIES	4,000.00	
1-0501-513-54-00	DUES, MEMBERSHIPS, SUBS	1,500.00	
1-0501-513-58-00	EDUCATION AND TRAINING	1,000.00	
1-0501-513-64-00	MACHINERY AND EQUIPMENT	1,500.00	
* Total Accounts for this Budget Level		595,333.00	

Program: SM217L

Fiscal Year : 2023
 Budget Level : BUDG
 Description :

DEPARTMENTAL INPUT
 Description

Account #	Description	Budget Amount	Misc. Info
1-0502-513-12-00	REGULAR SALARIES	107,162.00	
1-0502-513-21-00	FEDERAL PAYROLL TAXES	8,198.00	
1-0502-513-22-01	GENERAL	9,945.00	
1-0502-513-23-04	HMO, EMPLOYEE ONLY	11,188.00	
1-0502-513-23-08	DENTAL - OHS - EMPLOYEE	255.00	
1-0502-513-23-09	VSP - VISION - EMPLOYEE	88.00	
1-0502-513-24-00	WORKER'S COMPENSATION	268.00	
1-0502-513-34-00	OTHER CONTRACTUAL SERVICE	7,600.00	
1-0502-513-40-00	TRAVEL AND PER DIEM	500.00	
1-0502-513-41-02	CELLULAR TELEPHONE	2,160.00	
1-0502-513-41-03	POSTAGE	2,000.00	
1-0502-513-41-04	COURIER, UPS, FEDX -OVERNGT	200.00	
1-0502-513-41-06	INTERNET ACCESS	960.00	
1-0502-513-45-00	ISF: LIABILITY INSURANCE	2,428.00	
1-0502-513-47-00	PRINTING AND BINDING	19,200.00	
1-0502-513-48-02	ADVERTISING	12,000.00	
1-0502-513-51-00	OFFICE SUPPLIES	2,500.00	
1-0502-513-52-00	OPERATING SUPPLIES	3,000.00	
1-0502-513-54-00	DUES, MEMBERSHIPS, SUBS	4,600.00	
1-0502-513-58-00	EDUCATION AND TRAINING	2,000.00	
* Total Accounts for this Budget Level		196,252.00	

SECTION 7

CITY ATTORNEY

MISSION STATEMENT

The mission of the City Attorney's office is to provide competent legal advice and counsel to City officials and administration in a timely manner and zealously represent the City's interest and positions in negotiations and litigation.

City Attorney

The office of the City Attorney reflects the direct charges associated with the contractual services provided by the City's legal counsel. Miami Springs, not having a large enough demand for an internal legal staff, contracts all legal services with the firm of Weiss Serota Helfman Cole & Bierman P.A.

The firm, through its partners, represents the City on all legal matters including, but not limited to, attendance at all regular and special council meetings, planning and zoning boards, and Board of Adjustment meetings. Additionally, the office is responsible for coordinating responses and initiating all legal opinions, litigation matters and applications of all federal, state, county, and local rules, regulations, ordinances, resolutions, or other statutory matters.

Goal

Provide competent legal advice and council in a timely manner to City Officials and administration.

Objectives

Provide legal advice through attendance at meetings and workshops and by responding to all inquires in a timely manner.

Review, draft and negotiate contracts and agreements between the City and other entities or persons in a timely manner.

FY 2023-24 Budget Highlights

- Proposed budget is the same as the amended budget for FY 22-23, which includes an increase of \$12,000 (\$1,000 per month) to the monthly retainer as well as \$30,000 for code revisions.

- Budget Summary:

Budgeted Revenues	\$ -0-
Budgeted Expenditures	\$253,755
Net cost of Department	<u>\$253,755</u>

CITY OF MIAMI SPRINGS
 CITY ATTORNEY BUDGET
 FISCAL YEAR ENDING 9/30/24

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT DESCRIPTION</u>	<u>FY2021-22 ACTUALS</u>	<u>FY2022-23 AMENDED BUDGET</u>	<u>FY2023-24 Departmental Request</u>	<u>Dollar Increase (Decrease)</u>
CITY ATTORNEY					
001-0601-514.31-01	PROFESSIONAL SERV - LEGAL	244,131	253,755	253,755	-
001-0601-514.31-11	CODE REVISIONS	-	-	-	-
001-0601-514.54-00	DUES, MEMBERSHIPS, SUBS	-	-	-	-
** CITY ATTORNEY		<u>244,131</u>	<u>253,755</u>	<u>253,755</u>	-

SECTION 8

PLANNING DEPARTMENT

MISSION STATEMENT

To coordinate the physical development of the City in a manner that will strengthen and diversify the tax base and will preserve its unique characteristics and enhance the quality of life for the City's residents, business operators, and visitors.

Planning and Zoning Department

The Planning and Zoning Department is responsible for general community-wide policy and program planning, as mandated by state law. This effort involves close intergovernmental coordination with county regional and state agencies. Related to this mission of the Department, research and recommendations on land use, community facilities/services and transportation matters are made to the City Manager, City Advisory and Quasi-Judicial Boards, and the City Council.

The Department is also responsible for the administration of the Zoning Code and the guidance of economic development and redevelopment.

Goals and Objectives:

Goal: Provide planning services consistent with, and in support of the Goals, Objectives, and Policies of the Comprehensive Plan. To fairly administer the Zoning Code and to guide economic development and redevelopment efforts.

Objective: Perform necessary services to affect the Departmental Mission.

FY2022-23 Accomplishments

FY 2023-24 Budget Highlights

- Proposed budget is \$22,288 or 23.8% higher than FY 22-23.
- Budget Summary:

Budgeted Revenues	\$40,500
Budgeted Expenditures	<u>\$116,112</u>
Net cost of Department	<u>\$ 75,612</u>

CITY OF MIAMI SPRINGS
 PLANNING & ZONING BUDGET
 FISCAL YEAR ENDED 9/30/24

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY21-22 ACTUALS	FY22-23 AMENDED BUDGET	FY23-24 Departmental Request	Dollar Increase (Decrease)
PLANNING					
001-0701-515.12-00	REGULAR SALARIES	10,804	10,634	11,059	425
001-0701-515.13-00	PART TIME YEAR ROUND	61,371	63,897	-	(63,897)
001-0701-515.21-00	FICA TAXES	5,511	5,702	846	(4,856)
001-0701-515.22-01	GENERAL EMPLOYEES RET SYS	1,044	995	1,026	31
001-0701-515.23-01	POS, EMPLOYEE ONLY	2,324	2,566	2,796	230
001-0701-515.23-07	LIFE/AD&D	45	50	52	2
001-0701-515.23-08	DENTAL-ORAL HEALTH SVCS	40	40	40	0
001-0701-515.23-09	VSP-VISION SERVICE PLAN	14	14	14	(0)
	TOTAL MEDICAL INSURANCE	2,423	2,670	2,902	232
001-0701-515.24-00	WORKER'S COMPENSATION	128	186	28	(158)
001-0701-515.31-00	PROFESSIONAL SERVICES	25,803	2,867	100,000	97,133
001-0701-515.31-03	PROFESSIONAL SRV-ENGINEER	-	-	-	-
001-0701-515.40-00	TRAVEL AND PER DIEM	-	500	-	(500)
001-0701-515.41-01	TELEPHONE	132	100	-	(100)
001-0701-515.41-03	POSTAGE	951	1,000	-	(1,000)
001-0701-515.41-06	INTERNET ACCESS	1,222	1,450	-	(1,450)
001-0701-515.45-30	LIABILITY INSURANCES	1,559	1,898	251	(1,647)
001-0701-515.47-00	PRINTING AND BINDING	131	200	-	(200)
001-0701-515.51-00	OFFICE SUPPLIES	42	300	-	(300)
001-0701-515.52-00	OPERATING SUPPLIES	554	1,000	-	(1,000)
001-0701-515.54-00	DUES, MEMBERSHIPS, SUBS	373	425	-	(425)
001-0701-515.58-00	EDUCATION AND TRAINING	-	-	-	-
** PLANNING		112,048	93,824	116,112	22,288

Basis for FY 2023-24 Salary Projections

Calculations is based upon current earnings at 2,080 hours

0.0%

0.00%

4.00% to be effective on 10-01-2023

Base Salary for each position:

Adjustment includes:

Max Annual merit increase for position

Cost of living Adjustment

CPI for all urbans (Apr to Apr)

Estimate used for COLA Projection

City of Miami Springs

Department: PLANNING & ZONING

Position (paygrade)	FT	Amended Budget	Qty	Fav (Unf)	Current Salary As of 3/31/23	Date of Annual Review	Merit Increase	4% COLA Increase	Longevity	FY23-24 Projection
Planning Director-PG44	PT	0	0	0	~		\$0	\$0	\$0	\$0
Administrative Asst II-PG22	FT	0.25	0.25	0	10,634	n/a	\$0	\$425	\$0	\$11,059
Total projections		0.3	0.3	0	10,634		\$0	\$425	\$0	\$11,059

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SECTION 9

Miami Springs Police Department

Mission Statement

Our mission is the reduction of crime and the improvement of the quality of life. In accomplishing these goals, personal service will be our commitment, honor and integrity our mandate. We respect the dignity and personal liberties of all people. We strive to maintain a partnership with the community to ensure that Miami Springs remains a place where people can live and work safely, without fear.

Miami Springs Police Department

The Police Department is responsible for protecting the lives and property of the residents, businesses and visitors of the City. The Department preserves the peace, prevents crime, detects and arrests offenders, regulates and controls traffic and enforces all related federal, state, county, local and other regulatory rules, regulations, laws and ordinances.

The department is also responsible, both through the General and Law Enforcement Trust Funds, to operate the Community Policing Office (CPO), the School Crossing Guard program, the operation of the Red-Light Camera System, and other special law-enforcement programs related to the Department of Justice and other agencies.

Additionally, the department works closely with other regional agencies to ensure that public safety matters are addressed and implements specialized enforcement efforts including HIDTA, FBI's ICAC, SLOT, CST & multi-agency TRT.

Goals

- Enhance and continue efforts to deliver "Personalized Police Service" to the City of Miami Springs.
- Become more involved in Community Policing to further the relationship between the police and citizens of the community.
- Improve Department efficiency through the increased use of digital technology and internet communications.
- Increase "Homeland Security" efforts.
- Purchase Five (5) New Vehicles & Equipment.
- Reduction of vehicle burglaries at commercial business parking lots.
- Increase public awareness of crime prevention.
- Reduce speeding infractions in residential and commercial areas.

Objectives

- Increase the commitment to addressing the growing traffic problems and the many legitimate complaints made by residents and enhance the ability to provide traffic safety in the community.
- Continue commitment to combating the drug problem through interagency cooperation by the assignment of a Police Officer to the South Florida High Intensity Drug Trafficking Area (HIDTA Program)/South Florida Money Laundering Strike Force.
- Utilize grants and alternate funding sources to facilitate additional training and equipment to enhance terrorism preparedness, and active shooter response.

Objectives (continued)

- Improve communications/networking with other government agencies involved in "Homeland Security" through participation in various task forces and utilization of advanced communication technology.
- Increase area checks and CST activity in commercial areas to combat vehicle thefts and burglaries.
- Increase the number of STEPs conducted by Officers to decrease the number of speeders and speeding complaints.
- Continue to issue monthly press releases and public safety announcements through all communication outlets.

FY 2022-23 Accomplishments

- The Investigative Bureau received Cryptocurrency Investigations training
- Detectives attended the International Association of Human Trafficking Investigators Training Conference
- As part of the Federally funded ICAC Task Force, the Investigations Division assisted various Agencies/Departments in Child Exploitation operations & investigations throughout Miami-Dade County.
- A narcotics investigation by the Crime Suppression Team (CST) led to the arrest of a subject for Methamphetamine Trafficking and the seizure of 72.5 grams (2.56 ounces) of methamphetamine.
- Members of the Investigations Division were involved in a multi-agency undercover Prostitution/Human Trafficking operation that took place at a local hotel. This operation led to multiple arrests, the seizure of firearms/weapons, and the apprehension of a multi-state fugitive with a Federal warrant issued by the U.S. Marshals Service.
- 2 MSPD Public Service Aides attended the Doral Police Service Aide
- 2 MSPD Officers attended the MDPD Motorcycle Training Course
- Acquired A New Facility (Homestead) For Additional Firearms Training
- Implemented Pistol Mounted Red Dot Training for Patrol
- Purchased Additional S&W Rifles for Patrol, Replacing/Upgrading Older Bushmaster Rifles
- Implemented Active Assailant Training for all Patrol which included live-based scenarios to a multi-agency response and updating maps, building layouts & emergency plans for our schools in the event of a critical incident
- Purchased Portable Ballistic Shields for Patrol

FY 2022-23 Accomplishments (continued)

- (6) Officers attended CSTAG- Comprehensive School Threat Assessment Guidelines Training
- (4) 1-Sergeant & 3 Officers attended the Line Supervision training course
- (4) Officers attended the Physiological & Psychological Principles of Shooting for Females of Law Enforcement course
- (4) 3- Lieutenants & 1-Detective attended CovertTrack Tagging, Tracking & Locating Course
- Coordinating, maintaining with DHSMV the Driver's License services in the Community, as well as scheduling the appointments.
- Preparation and issuance of City ID's and proximity cards for its employees and volunteers.
- CPO Personnel provided digital fingerprinting services for the following: Residents & Businesses (33 vs 44 last year), City of Miami Springs Employees & Volunteers (105 vs 140 last year), and Mutual Aide Agreements with Hialeah Gardens (23 vs 34), Medley (6 vs 18), Virginia Gardens (6 vs 5) and Biscayne Park (2).
- Red Light Camera Safety Program – In the calendar year for 2022, a total of 23,597 Notice of Violations were issued which was the highest number issued in program history. From October 1, 2022 through May 31, 2023, there were 13,767 Notice of Violations issued and 5,444 Uniform Traffic Citations issued. Local Hearings for Red Light Camera violations continued on a monthly basis with a total of 58 defendants from October 2022 through May 2023.
- Training for Officers Capote & Simon: Comprehensive School Threat Assessment Guidelines Training, Crime Prevention Commercial Applications, Active Shooter Training/Exercise, Florida Crime Prevention Practitioner Update (Simon), Physiological & Psychological Principals of Shooting for Females (Simon).
- D.A.R.E. – For the 2022-2023 School Year, CPO officers graduated forty-four (44) students from Integrated Science & Asian Culture Academy (ISAAC). The Seventh Day Adventist School did not participate this school year due to not having the minimum number of students enrolled to have a successful class. They will be participating in the 2023-2024 school year.
- Conducted the National Drug Take Back where twenty-two pounds of prescription drugs were turned over by the public for destruction by the DEA.

Miami Springs Police Department

FY 2023-24 Budget Highlights

- The FY 2023-24 budget is a \$9,469,594 or a 11.6% increase from the prior year. The following are some key items included in the proposed budget:

1. FOP negotiations ongoing.

2. For FY 2023-24, we will be requesting equipment at a total cost of \$137,600. The total includes \$3,000 (two admin laptops), \$1,100 (router), \$20,000 (seven Toughbook laptops), \$8,000 (five AED defibrillators), \$49,500 (ten radios), \$10,000 (fingerprint scanners), \$16,000 (camera and license, grant funded), and \$30,000 (storage, grant Funded).

Budget Summary:

Budgeted Revenues	\$1,600,000	(includes \$1.1 million in red light fines)
Budgeted Expenditures	<u>\$9,469,594</u>	
Net cost of Department	<u>\$7,869,594</u>	

CITY OF MIAMI SPRINGS
POLICE DEPARTMENT BUDGET
FISCAL YEAR ENDING 9/30/24

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY21-22 ACTUALS	FY22-23 AMENDED BUDGET	FY23-24 Departmental Request	Dollar Increase (Decrease)
POLICE					
001-2001-521.11-00	EXECUTIVE SALARIES	640,128	668,505	689,696	21,191
001-2001-521.12-00	REGULAR SALARIES	3,621,501	3,564,043	3,943,299	379,256
001-2001-521.12-01	POLICE DEPT. CIVILIANS	338,365	626,445	632,478	6,033
001-2001-521.13-00	PART TIME YEAR ROUND	51,029	108,141	162,176	54,035
001-2001-521.14-00	OVERTIME	188,502	150,000	200,000	50,000
001-2001-521.14-02	OVERTIME-RED LIGHT HEARINGS	2,982	5,000	5,000	-
001-2001-521.15-00	SPECIAL PAY	41,851	43,960	48,160	4,200
001-2001-521.21-00	SOCIAL SECURITY TAXES	369,381	395,206	434,582	39,376
001-2001-521.22-01	GENERAL PENSION	51,481	52,389	52,259	(130)
001-2001-521.22-02	POLICE PENSION	389,030	401,501	429,205	27,704
001-0201-512.22-04	401A ICMA RETIREMENT TRST	20,964	15,365	22,663	7,298
001-2001-521.23-01	POS. EMPLOYEE ONLY	20,162	733,976	817,196	83,220
001-2001-521.23-02	POS. EMPLOYEE +1	-	-	-	-
001-2001-521.23-03	POS. FAMILY	-	-	-	-
001-2001-521.23-04	HMO. EMPLOYEE ONLY	360,643	-	-	-
001-2001-521.23-05	HMO. EMPLOYEE +1	12,728	-	-	-
001-2001-521.23-06	HMO. FAMILY	98,615	-	-	-
001-2001-521.23-07	LIFE/AD&D	21,428	22,569	24,669	2,100
001-2001-521.23-08	DENTAL - OHS - EMPLOYEE	5,508	15,081	15,288	207
001-2001-521.23-09	VSP - VISION - EMPLOYEE	2,174	3,870	3,814	(56)
001-2001-521.23-10	DENTAL- OHS - DUAL	3,009	-	-	-
001-2001-521.23-11	DENTAL - OHS - FAMILY	6,068	-	-	-
001-2001-521.23-12	VSP - VISION - FAMILY	1,564	-	-	-
001-2001-521.23-18	POS - EMP + CHILDREN	13,979	-	-	-
001-2001-521.23-19	HMO - EMPLOYEE + CHILDREN	164,965	-	-	-
	TOTAL MEDICAL INSURANCE	710,843	775,496	860,967	85,471
001-2001-521.24-00	WORKER'S COMPENSATION	210,417	201,313	214,418	13,105
001-2001-521.25-00	UNEMPLOYMENT COMPENSATION	-	-	-	-
001-2001-521.31-00	PROFESSIONAL SERVICES	29,166	51,186	45,201	(5,985)
001-2001-521.31-17	LEGAL	18,179	20,000	20,000	-
001-2001-521.34-00	OTHER CONTRACTUAL SERVICE	28,526	63,649	495,462	431,813
001-2001-521.40-00	TRAVEL AND PER DIEM	8,945	15,500	22,000	6,500
001-2001-521.41-01	TELEPHONE - BASE & LOCAL	13,901	11,520	15,000	3,480
001-2001-521.41-02	CELLULAR TELEPHONE	6,014	32,000	20,000	(12,000)
001-2001-521.41-03	POSTAGE	704	2,000	2,000	-
001-2001-521.41-04	OVERNIGHT-UPS, FEDX	776	700	800	100
001-2001-521.41-06	INTERNET ACCESS	33,332	32,400	32,000	(400)
001-2001-521.44-02	RENTALS-EQUIPMENT	40,342	43,550	54,500	10,950
001-2001-521.45-10	FLEET MAINTENANCE	139,955	120,000	134,000	14,000
001-2001-521.45-30	LIABILITY INSURANCE	130,491	157,936	156,392	(1,544)
001-2001-521.46-00	REPAIRS AND MAINTENANCE	26,864	31,181	82,362	51,181
001-2001-521.46-03	R & M-EQUIPMENT	28,074	36,620	25,750	(10,870)
001-2001-521.47-00	PRINTING AND BINDING	476	800	850	50

CITY OF MIAMI SPRINGS
 POLICE DEPARTMENT BUDGET
 FISCAL YEAR ENDING 9/30/24

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY21-22 ACTUALS	FY22-23 AMENDED BUDGET	FY23-24 Departmental Request	Dollar Increase (Decrease)
001-2001-521.48-00	ADVERTISING AND PROMOTIONS	597	7,000	10,500	3,500
001-2001-521.51-00	OFFICE SUPPLIES	3,846	5,000	5,500	500
001-2001-521.52-00	OPERATING SUPPLIES	43,570	98,437	110,200	11,763
001-2001-521.52-02	FUEL, OILS, LUBRICANTS	112,052	100,000	100,000	-
001-2001-521.52-03	UNIFORMS	72,724	108,246	121,613	13,367
001-2001-521.52-07	TIRES	6,443	10,000	15,000	5,000
001-2001-521.54-00	DUES, MEMBERSHIPS, SUBS	5,133	6,415	7,215	800
001-2001-521.54-10	VEH REGISTRATION & TAG	699	2,100	2,100	-
001-2001-521.58-00	EDUCATION AND TRAINING	52,861	61,250	79,800	18,550
001-2001-521.64-00	MACHINERY AND EQUIPMENT	77,799	34,272	137,600	103,328
001-2001-521.65-00	VEHICLES	123,099	209,453	-	(209,453)
001-2001-521-91-12	TRANSFER TO DEBT SERVICE	217,376	217,376	78,846	(138,530)
* POLICE		<u>7,858,418</u>	<u>8,485,955</u>	<u>9,469,594</u>	<u>983,639</u>

Fiscal Year : 2023
 Budget Level : BUDG
 Description :

DEPARTMENTAL INPUT
 Description

Account #	Description	Budget Amount	Misc. Info
1-2001-521-11-00	EXECUTIVE SALARIES	689,696.00	
00100	FIVE (5) SWORN OFFICERS (ADMINISTRATION)	689,696.00	
00200			
1-2001-521-12-00	REGULAR SALARIES	3,784,344.00	
00100	FORTY TWO (42) SWORN OFFICERS	3,784,344.00	
00200	RETIREMENT PAYOUT FOR DETECTIVE R. BARRIOS	81,729.00	
00300	RETIREMENT PAYOUT FOR SERGEANT G. FETTERS	77,226.00	
00400			
1-2001-521-12-01	POLICE DEPT. CIVILIANS	632,478.00	
00100	TWELVE (12) FULL-TIME CIVILIAN EMPLOYEES	632,478.00	
00200			
1-2001-521-13-00	PART TIME YEAR ROUND	162,176.00	
00100	TWO PUBLIC SERVICE AIDS & TWO CLERICAL ASSISTANTS	162,176.00	
00200			
1-2001-521-14-00	OVERTIME	200,000.00	
00100	ESTIMATED OVERTIME EXPENSE	200,000.00	
00200			
1-2001-521-14-02	RED LIGHT HEARINGS	5,000.00	
00100	TRAFFIC INFRACTION HEARINGS ESTIMATED OVERTIME	5,000.00	
00200			
1-2001-521-15-00	SPECIAL PAY	48,160.00	
00100	MOTOR PAY FOR FOUR (4) OFFICERS	8,320.00	
00200	CURRENT EDUCATIONAL SUPPLEMENT FOR 47 OFFICERS	39,840.00	
00300			
1-2001-521-21-00	SOCIAL SECURITY TAXES	434,582.00	
00100	BUDGETED BY FINANCE	434,582.00	
00200			
1-2001-521-22-01	GENERAL	52,259.00	
00100	BUDGETED BY FINANCE	52,259.00	
00200			
1-2001-521-22-02	POLICE	429,205.00	
00100	BUDGETED BY FINANCE	429,205.00	
00200			
1-2001-521-22-04	PENSION	22,663.00	
00100	BUDGETED BY FINANCE	22,663.00	
00200			
1-2001-521-23-01	POS, EMPLOYEE ONLY	817,196.00	
00100	BUDGETED BY FINANCE	817,196.00	
00200			
1-2001-521-23-07	LIFE/AD&D	24,669.00	
00100	BUDGETED BY FINANCE	24,669.00	
00200			
1-2001-521-23-08	DENTAL - OHS - EMPLOYEE	15,288.00	
00100	BUDGETED BY FINANCE	15,288.00	
00200			
1-2001-521-23-09	VSP - VISION - EMPLOYEE	3,814.00	
00100	BUDGETED BY FINANCE	3,814.00	
00200			
1-2001-521-24-00	WORKER'S COMPENSATION	214,418.00	
00100	BUDGETED BY FINANCE	214,418.00	

Fiscal Year : 2023
 Budget Level : BUDG
 Description :

DEPARTMENTAL INPUT
 Description

Account #	Description	Budget Amount	Misc. Info
1-2001-521-31-00	PROFESSIONAL SERVICES		
00200		45,201.00	
00100	YORK SECURITY SOLUTIONS (KEYPAD FOR PROPERTY ROOM)	300.00	
00200	E-SUBPOENA PROGRAM (ELECTRONIC COURT SYSTEM)	3,000.00	
00300	MIA-DADE CO ASSC CHIEF OF POL COURT STAND-BY PROG	1,600.00	
00400	K-9 VETERINARY CARE FOR TWO POLICE K-9'S AS NEEDED	9,900.00	
00500	BOARDING/KENNELING FOR POLICE K-9'S AS NEEDED	2,000.00	
00600	BIOHAZARD CLEAN UP FOR POLICE CELLS AND VEHICLES	2,000.00	
00700	SUBPOENA PHONE RECORDS	500.00	
00800	OFF PROPERTY RECORDS STORAGE	2,000.00	
00900	LOXIA DATA CENTER STORAGE (FOR SUPERION SOFTWARE)	7,750.00	
01000	CALLYO (INVESTIGATION SOFTWARE)	2,656.00	
01100	SCHEDULE ANYWHERE (ON-LINE CALENDAR FOR SCHEDULING	2,020.00	
01200	HEPITITUS B VACCINATIONS FOR OFFICERS (\$200/OFFI)	9,600.00	
01300	RING LLC MULTICAM YEARLY PLAN	100.00	
01400	MOTOROLLA CRIME REPORTS	900.00	
01500	IACP.NET	875.00	
01600		.00	
	HEARING OFFICER-RED LIGHT	20,000.00	
1-2001-521-31-17		BUDGETED BY FINANCE	
00100		-	
00200		-	
00100	MANDATORY RANGE RENTAL (FIREARMS QUALIFICATIONS)	5,000.00	
00200	LOW LIGHT AND SCENARIO BASED RANGE RENTAL	5,000.00	
00300	TRANSUNION ONLINE INVESTIGATIVE SYSTEM	1,500.00	
00400	FLORIDA ACCREDITATION APPLICATION PROGRAM	1,000.00	
00500	POWER DETAILS SUB & LICENSE (OFF DUTY SCHEDULING)	3,302.00	
00600	OFFICE 365 GCC LICENSES	10,700.00	
00700	VERIZON CONNECT	19,900.00	
00800	GUARDIAN TRACKING	3,510.00	
00900	BOSS 4 MANTIS CLOUD HOSTING	11,200.00	
01000	COVERTRACK ANNUAL SUBSCRIPTION	1,800.00	
01100	PACKTRACK K9 APPLICATION	300.00	
01200	CLEARVIEW AI UNLIMITED AUTHORIZED USERS	2,995.00	
01300	KEYPER SYSTEM EXTENDED WARRANTY	900.00	
01400	ADOBE DC PRO LICENSES	705.00	
01500	CRADLEPOINT NETCLOUD SERVICE	150.00	
01600	PROPHEONIX RMS (GRANT)	424,750.00	
01700	VEEAM	2,750.00	
01800		.00	
	TRAVEL AND PER DIEM	22,000.00	
1-2001-521-40-00			
00100	LODGING, FUEL, PARKING, TOLLS, MEAL ALLOWANCE,	.00	
00200	CAR RENTAL, COMMERCIAL AIR FARE FOR TRAINING,	.00	
00300	INVESTIGATIONS, APPLICANTS/BACKGROUND CHECKS	9,000.00	
00400	CJIS USERS CONFERENCE (POLICE CIVILIAN PERSONNEL)	1,500.00	
00500	PERF ANNUAL CONFERENCE (CHIEF GUZMAN)	1,500.00	
00600	IACP ANNUAL CONFERENCE (CHIEF & CAPTAIN)	3,000.00	
00700	FBINAA CONFERENCE (CHIEF GUZMAN & LT GURNEY)	3,000.00	
00800	FLORIDA POLICE MEMORIAL TALLAHASSEE (TWO OFFICERS)	1,000.00	
00900	K9 HANDLER AND INSTRUCTION TRAINING/SEMINAR	1,500.00	

Fiscal Year : 2023
 Budget Level : BUDG
 Description :

DEPARTMENTAL INPUT
 Description

Account #	Description	Budget Amount	Misc. Info
1-2001-521-41-01	TELEPHONE: BASE & LOCAL	1,500.00	INTERNATIONAL ASSC.HUMAN TRAFFICKING INVESTIGATIONS
1-2001-521-41-02	CELLULAR TELEPHONE	15,000.00	BUDGETED BY FINANCE
1-2001-521-41-03	POSTAGE	20,000.00	BUDGETED BY FINANCE
1-2001-521-41-04	OVERNIGHT-UPS, FEDX	2,000.00	BUDGETED BY FINANCE
1-2001-521-41-06	INTERNET ACCESS	800.00	SHIPPING AS NEEDED (FED EX, UPS, DHL, USPS, ETC.)
1-2001-521-44-02	EQUIPMENT	32,000.00	BUDGETED BY FINANCE
		54,500.00	HARLEY DAVIDSON LEASE FOR 4 MOTORCYCLES
		44,000.00	PITNEY BOWES POSTAGE MACHINE LEASE
		500.00	RENTAL OF TWO (2) TOSHIBA COPIERS - COMM/ADMIN
		4,800.00	TWO (2) MOBILE ALPRs (VERRA MOBILITY/ REKOR)
		5,200.00	
1-2001-521-45-10	FLEET MAINTENANCE	134,000.00	POLICE FLEET CARS & MOTORCYCLES WASHES
		3,000.00	NEW EQUIPMENT, CHANGOVER, & INSTALLATION
		8,000.00	REPLACE/REPAIR EMERGENCY EQUIPMENT AS NEEDED
		3,500.00	VEHICLE WINDOW TINTING FOR EXISTING VEHICLES
		4,500.00	VEHICLE GRAPHICS AS NEEDED
		77,000.00	POLICE FLEET MAINTENANCE FOR APPROX. 52 VEHICLES
		30,000.00	EMERGENCY EQUIPMENT FOR 5 NEW POLICE VEHICLES
1-2001-521-45-30	RISK MANAGEMENT	156,392.00	BUDGETED BY FINANCE
1-2001-521-46-00	REPAIRS AND MAINTENANCE	82,362.00	RADIO REPAIR & MAINTENANCE CONTRACT W/MIA-DADE CO.
		17,000.00	PURCHASE/INSTALLATION OF POLICE EQUIP. AS NEEDED
		3,500.00	ALPR EXTENDED WARRANTY
		8,000.00	IDEMIA MAINTENANCE/SUPPORT
		750.00	PROPHEONIX ANNUAL SUPPORT & MAINTENANCE (GRANT)
		53,112.00	
1-2001-521-46-03	EQUIPMENT	25,750.00	VERSADILE CALL LOG RECORDER (ANNUAL SUPPORT)
		2,650.00	ANNUAL POWER DMS.COM HOSTED SUB FEE-POLICY WRITING
		6,300.00	RADIO ANTENNAS FOR POLICE VEHICLES
		1,500.00	VEHICLE LAPTOP MOUNT REPAIRS, ETC.
		5,000.00	RADAR CALIBRATION, CERTIFICATION, AND REPAIRS
		4,000.00	

Fiscal Year : 2023
 Budget Level : BUDG
 Description :

DEPARTMENTAL INPUT
 Description

Account #	Description	Budget Amount	Misc. Info
1-2001-521-47-00	PRINTING AND BINDING	850.00	
			UNIFORM REPORTS, CASE CARDS, BUSINESS CARDS, ETC.
1-2001-521-48-00	PROMOTIONS	10,500.00	
			ANNUAL DADE COUNTY CHIEF OF POLICE DINNER, CO-SPONSORSHIP AUGUST 2024
1-2001-521-51-00	OFFICE SUPPLIES	5,500.00	
			OFFICE SUPPLIES FOR POLICE DEPARTMENT AS NEEDED
1-2001-521-52-00	OPERATING SUPPLIES	110,200.00	
			DUTY & RANGE AMMUNITION FOR FY 23/24 MIFI BYOD FOR FLEET 10 MOBILE PRINTERS & PRINTER MOUNTS FOR FLEET LAPTOP CRADLES PPE EQUIPMENT AED HEARTSTART PADS AND BATTERIES UPS BACK-UPS FOR POLICE DEPARTMENT VEHICLE EQUIPMENT (BLANKETS, GLOVES, DISINFECTANT, FLARES, LOCK-OUT KITS, FIRST AID KITS), GUNLIGHTS, TRAFFIC CONTROL EQUIPMENT, FLEX CUFFS DNA KITS, PROCESSING SUPPLIES FOR INVESTIGATIONS, FINGER PRINTING SUPPLIES, CHEMSWAB FOR TASER CLEANING & MAINTENANCE, DISINFECTANT AND CLEANING SUPPLIES FOR DISPATCH/COMMUNICATIONS, K-9 EQUIPMENT (DOG FOOD AND SUPPLIES) SMALL OFFICE FURNITURE & EQUIPMENT, EVIDENCE TAPE, CRIME SCENE TAPE, EVIDENCE BOXES & BAGS, PRINTERS, MICROPHONES, MEDICAL MASKS, SAFETY GLASSES, PROTECTION EQUIPMENT, COMPUTER BATTERIES, POWER ADAPTER KITS AND TRT EQUIPMENT, BACK PACKS FOR LAPTOP COMPUTERS, VEHICLE POWER INVERTERS, RADIO POUCHES, COMPUTER MONITORS, RES-Q DISCS, TRANSPORT HOODS, AND MORE MISCELLANEOUS ITEMS. THREE (3) DESKTOP REPLACEMENTS 3CX NEW PHONE SYSTEM (LOXIA) TWO (2) TOSHIBA COPIERS - COPIES, PRINTS, ETC.
1-2001-521-52-02	FUEL, OILS, LUBRICANTS	100,000.00	
			ESTIMATED GASOLINE EXPENSE FOR POLICE VEHICLES AND PREMIUM GASOLINE FOR MOTORCYCLES
1-2001-521-52-03	UNIFORMS	121,613.00	
			POLICE ISSUED UNIFORMS: RAINCOATS W/HOODS, TRAFFIC SAFETY VESTS, NAME BARS, TRAINING SHIRTS, JACKETS, TROUSERS, S/S CLASS B UNIFORM, L/S CLASS A UNIFORM
			MTS/ISW DOCUWARE MAINTENANCE RENEWAL 3,700.00 TOUGHBOOK & BATTERY WARRANTY FOR NEW LAPTOPS 2,600.00 - .00 850.00 UNIFORM REPORTS, CASE CARDS, BUSINESS CARDS, ETC. 850.00 - .00 10,500.00 ANNUAL DADE COUNTY CHIEF OF POLICE DINNER, .00 CO-SPONSORSHIP AUGUST 2024 5,000.00 RESPECT FOR LAW DINNER AWARDS, LUNCHEONS, ETC. 5,500.00 - .00 5,500.00 OFFICE SUPPLIES FOR POLICE DEPARTMENT AS NEEDED 5,500.00 - .00 110,200.00 DUTY & RANGE AMMUNITION FOR FY 23/24 23,200.00 MIFI BYOD FOR FLEET 4,000.00 10 MOBILE PRINTERS & PRINTER MOUNTS FOR FLEET 9,000.00 LAPTOP CRADLES 500.00 PPE EQUIPMENT 2,900.00 AED HEARTSTART PADS AND BATTERIES 1,500.00 UPS BACK-UPS FOR POLICE DEPARTMENT 600.00 VEHICLE EQUIPMENT (BLANKETS, GLOVES, DISINFECTANT, .00 FLARES, LOCK-OUT KITS, FIRST AID KITS), .00 GUNLIGHTS, TRAFFIC CONTROL EQUIPMENT, FLEX CUFFS .00 DNA KITS, PROCESSING SUPPLIES FOR .00 INVESTIGATIONS, FINGER PRINTING SUPPLIES, CHEMSWAB .00 FOR TASER CLEANING & MAINTENANCE, DISINFECTANT AND .00 CLEANING SUPPLIES FOR DISPATCH/COMMUNICATIONS, .00 K-9 EQUIPMENT (DOG FOOD AND SUPPLIES) .00 SMALL OFFICE FURNITURE & EQUIPMENT, EVIDENCE TAPE, .00 CRIME SCENE TAPE, EVIDENCE BOXES & BAGS, PRINTERS, .00 MICROPHONES, MEDICAL MASKS, SAFETY GLASSES, .00 PROTECTION EQUIPMENT, COMPUTER BATTERIES, .00 POWER ADAPTER KITS AND TRT EQUIPMENT, BACK PACKS .00 FOR LAPTOP COMPUTERS, VEHICLE POWER INVERTERS, .00 RADIO POUCHES, COMPUTER MONITORS, RES-Q DISCS, .00 TRANSPORT HOODS, AND MORE MISCELLANEOUS ITEMS. 38,000.00 THREE (3) DESKTOP REPLACEMENTS 3,000.00 3CX NEW PHONE SYSTEM (LOXIA) 25,000.00 TWO (2) TOSHIBA COPIERS - COPIES, PRINTS, ETC. 2,500.00 - .00 100,000.00 ESTIMATED GASOLINE EXPENSE FOR POLICE VEHICLES AND .00 PREMIUM GASOLINE FOR MOTORCYCLES 100,000.00 - .00 121,613.00 POLICE ISSUED UNIFORMS: RAINCOATS W/HOODS, TRAFFIC .00 SAFETY VESTS, NAME BARS, TRAINING SHIRTS, JACKETS, .00 TROUSERS, S/S CLASS B UNIFORM, L/S CLASS A UNIFORM .00

Fiscal Year : 2023
 Budget Level : BUDG
 Description :

DEPARTMENTAL INPUT
 Description

Account #	Description	Budget Amount	Misc. Info
00400	DRESS HATS W/ HAT BADGE & EXPANSION HAT STRAP,	.00	
00500	PATCHES, SWEATERS, CHEVRONS, MOTOR WINGS, TIES,	.00	
00600	VESTS, ETC.	30,000.00	
00700	UNIFORM CLEANING ALLOWANCE PER CITY/FOP CONTRACT	.00	
00800	(\$135 EA, OFFICER AND CIVILIAN UNIFORM QUARTERLY)	31,400.00	
00900	(\$149.75 EA, DETECTIVE QUARTERLY - DET. & 1 LT.)	3,600.00	
01000	UNIFORM EQUIP REIMBURSEMENT PER CITY/FOP CONTRACT:	.00	
01100	\$300 EA X 52 SWORN OFFICERS	15,600.00	
01200	BODY ARMOR REPLACEMENT \$701.25/EA PER FOP CONTRACT	7,013.00	
01300	MOTORCYCLE OFFICERS: BREECHES, BOOTS, JACKETS,	.00	
01400	RAINCOATS, HELMETS, DUTY LEATHER CLASS A ASCOT	.00	
01500	& SHOULDER BRAIDS	9,000.00	
01600	K-9, CST, TRI, & BICYCLE UNIFORMS	7,000.00	
01700	UNIFORM PATCHES, LEATHER & WEB GEAR, HONOR GUARD	.00	
01800	UNIFORMS, EQUIPMENT AND SUPPLIES, PINS, BADGES,	.00	
01900	HELMET BADGES, RUBBER BOOTS, GUN & TASER HOLSTERS,	.00	
02000	POLICE ACADEMY UNIFORMS, DUTY GEAR, ETC.	9,000.00	
02100	RANGE VESTS	2,000.00	
02200	MOTORCYCLE HELMETS	7,000.00	
02300	-	.00	
00100	15,000.00	15,000.00	
00200	ESTIMATED EXPENSE BASED ON FLEET SIZE/AGE	.00	
00100	7,215.00	3,200.00	
00200	FLORIDA LAW ENFORCEMENT HANDBOOKS 2022/23	150.00	
00300	FLORIDA INTELLIGENCE UNIT MEMBERSHIP	400.00	
00400	LANGUAGE LINE SERVICES (TRANSLATION IF NEEDED)	1,000.00	
00500	IACP MEMBERSHIP FOR FIVE ADMINISTRATORS	200.00	
00600	FLA POLICE ACCREDITATION COALITION MEMBERSHIP	1,300.00	
00700	MIAMI-DADE CO CHIEFS OF POLICE 5 ADMIN MEMBERSHIP	80.00	
00800	NATIONAL TACTICAL OFFICERS ASSOC - GUZMAN & DEAL	400.00	
00900	PERF MEMBERSHIP & DUES- GUZMAN & GURNEY	120.00	
01000	FLA LAW ENFORCEMENT CANINE ASSOC - 2 HANDLERS	150.00	
01100	SPI ALUMNI MEMBERSHIP DUES - DEAL, PEREZ, & NUNEZ	150.00	
01200	FBINAA FLORIDA CHAPTER DUES - GURNEY	65.00	
01300	AMAZON BUSINESS MEMBERSHIP FEE	.00	
00100	2,100.00	2,100.00	
00200	TAGS FOR NEW VEHICLES, RENEWALS FOR MARKED AND	.00	
00300	UNMARKED POLICE VEHICLES, TAG TRANSFERS, ETC.	.00	
00100	79,800.00	1,650.00	
00200	911 PUBLIC SAFETY TELECOMMUNICATOR ONLINE COURSE	150.00	
00300	ATTENTIVE SAFETY & CPR TRAINING	1,000.00	
00400	NATIONAL TACTICAL OFFICERS TRAINING	1,100.00	
00500	SIMUNITION TRAINING	900.00	
00600	NATIONAL IACP CONFERENCE - GUZMAN AND DEAL	1,500.00	
00700	SOUTHERN INSTITUTE TRAINING COURSES	700.00	
00800	CJIS SYMPOSIUM & LOCAL TRAINING FOR DISPATCHERS	500.00	
00800	ONGOING EDUCATIONAL & ACCREDITATION TRAINING		

Fiscal Year : 2023
 Budget Level : BUDG
 Description : DEPARTMENTAL INPUT

Account # Description

Account #	Description	Budget Amount	Misc. Info
00900	POLICE ACADEMY TUITION	6,200.00	
01000	TUITION REIMBURSEMENT FOR POLICE OFFICERS	40,000.00	
01100	CVSA TRAINING	3,300.00	
01200	CTO VIRTUAL COURSE FOR (1) DISPATCHER	400.00	
01300	INVESTIGATIONS NATIONAL CONFERENCE	1,700.00	
01400	SERGEANTS PROMOTIONAL TESTING (WRITTEN EXAMINATION & STRUCTURED INTERVIEW)	.00	
01500	MISC. TRAINING AND EDUCATIONAL OPPORTUNITIES	9,600.00	
01600	INITIUM SOFTWARES MTS DEVELOPMENT TRAINING	6,200.00	
01700		4,900.00	
01800		.00	
1-2001-521-64-00	MACHINERY AND EQUIPMENT	137,600.00	
00100	SEVEN (7) PANASONIC LAPTOPS FOR PATROL	20,000.00	
00200	TWO (2) LAPTOPS FOR ADMIN	3,000.00	
00300	FIVE (5) AED DEFIBRILLATORS FOR ADULTS AND CHILDREN	8,000.00	
00400	VERKADA: CAMERAS AND LICENSE (GRANT)	16,000.00	
00500	PV MESH STORAGE ARRAY AND MIURA PES (GRANT)	30,000.00	
00600	FOUR (4) IDEMIA IDENT FINGERPRINT SCANNERS	10,000.00	
00700	TEN (10) RADIOS PROGRAMMED TO MSPD/MDC	49,500.00	
00800	ONE (1) CRADLE POINT RUGGED ROUTER	1,100.00	
00900		.00	
1-2001-521-91-12	TRANSFER TO DEBT SERVICE	78,846.00	
00100	BUDGETED BY FINANCE	78,846.00	
00200		.00	

* Total Accounts for this Budget Level 42

CITY OF MIAMI SPRINGS
 SCHOOL CROSSING GUARD BUDGET
 FISCAL YEAR ENDING 9/30/24

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY21-22 ACTUALS	FY22-23 AMENDED BUDGET	FY23-24 Departmental Request	Dollar Increase (Decrease)
CROSSING GUARDS					
001-2002-521.13-00	PART TIME YEAR ROUND	20,084	25,565	30,077	4,512
001-2002-521.21-00	SOCIAL SECURITY TAXES	1,537	1,906	2,301	395
001-2002-521.24-00	WORKER'S COMPENSATION	529	562	662	100
001-2002-521.52-03	UNIFORMS	-	400	400	-
001-2002-521.52-09	OTHER	-	300	300	-
* SCHOOL CROSSING GUARDS		22,150	28,733	33,740	5,007

Fiscal Year : 2023
 Budget Level : BUDG
 Description :

DEPARTMENTAL INPUT
 Description

Account #	Description	Budget Amount	Misc. Info
1-2002-521-13-00	PART TIME YEAR ROUND	30,077.00	
	00100 FOUR (4) PART-TIME CROSSING GUARDS		30,077.00
	00200		.00
1-2002-521-21-00	SOCIAL SECURITY TAXES	2,301.00	
	00100 BUDGETED BY FINANCE		2,301.00
	00200		.00
1-2002-521-24-00	WORKER'S COMPENSATION	662.00	
	00100 BUDGETED BY FINANCE		662.00
	00200		.00
1-2002-521-52-03	UNIFORMS	400.00	
	00100 SHIRTS, HATS, VESTS, ETC.		400.00
	00200		.00
1-2002-521-52-09	OTHER	300.00	
	00100 WHISTLES, SIGNS, PADDLES, ETC.		300.00
	00200		.00
* Total Accounts for this Budget Level		33,740.00	

* Total Accounts for this Budget Level 5

Police Dept. Salary Projection

#	Name	Position	Hire Date	Base Pay FYE 22/23	w/increase	FYE 23/24	Prem. Pay	Motor Pay	Merit	Educ. Supp.	Shift	Next Merit	Next Long.	FYE 23/24 Total
<p>Admin: (3 & 4% COLA) Administration</p>														
1	Guzman, A.	Chief	01/05/15	\$144,369	\$150,144	50P+L1	\$500			\$1,560	\$0		01/05/25	\$152,204
2	Deal, J.	Captain	11/03/93	\$133,769	\$139,120	49P+L4	\$1,750			\$1,440	\$0			\$142,310
3	Gurney, C.	Lieutenant	06/25/01	\$124,256	\$127,984	44P+L4	\$2,000			\$1,560	\$1,760			\$133,304
4	Perez F.	Lieutenant	08/12/04	\$124,256	\$127,984	44P+L4	\$2,000			\$1,440	\$4,160			\$135,584
5	Nunez, C.	Lieutenant	06/27/05	\$124,256	\$127,984	44P+L3	\$1,750			\$1,560	\$2,560		06/27/25	\$133,854
<p>Sworn: (4% COLA) \$0 \$22,309</p>														
<p>Contract</p>														
6	Sandoval, A.	Adm Sergeant	11/13/02	\$112,704	\$117,212	S/6+P/L4	\$1,750			\$1,440	\$586			\$120,988
7	Castillo, M.	Sergeant	11/16/10	\$112,704	\$117,212	S/6 + P/L2	\$1,000			\$1,440	\$952		11/16/25	\$120,604
8	Fettlers, G.	Sergeant	06/22/98	\$112,704	\$117,212	S/6 + P/L4	\$1,750	\$77,229		\$720	\$3,634			\$200,545
9	Castillo, R.	Sergeant	12/24/12	\$102,226	\$106,315	S/4+P/L2	\$1,000			\$5,316	\$2,565	11/25/23		\$116,036
10	Vargas, A.	Sergeant	09/06/16	\$102,226	\$106,315	S/4 + P/L2	\$1,000			\$1,772	\$1,440	7/20/24		\$113,222
11	Estok, E.	Sergeant	08/11/03	\$112,704	\$117,212	S/6 + P/L4	\$1,750			\$1,560	\$586			\$121,108
12	Barrios, R.	Detective	11/03/98	\$85,734	\$89,163	8+DB+P/L4	\$1,750	\$4,458	\$81,729	\$1,440	\$0			\$178,541
13	Lopez, E.	Detective	01/04/16	\$85,734	\$89,163	8+DB+P/L1	\$500	\$4,458		\$480	\$0		01/04/26	\$94,602
14	Hall, J.	Detective	12/11/06	\$85,734	\$89,163	8+DB+P/L3	\$1,500	\$4,458		\$840	\$0		12/11/26	\$95,962
15	Pacheco, J.	Detective	10/04/04	\$85,734	\$89,163	8+DB+P/L3	\$1,500	\$4,458		\$840	\$0		10/04/24	\$95,962
16	Dweck, J.	Detective	09/06/16	\$81,654	\$84,920	7+DB+P/L1	\$500	\$4,458		\$600	\$0	03/27/24		\$93,309
17	Ferreiro, J.	Officer/Mcy	06/23/08	\$85,734	\$89,163	8+MC+P/L3	\$1,500	\$2,080		\$600	\$470		06/23/28	\$93,813
18	Figueredo, N.	Officer/Mcy	09/28/09	\$85,734	\$89,163	8+MC+P/L3	\$1,500	\$2,080		\$840	\$470		09/28/29	\$94,053
19	Borges, Y.	Officer/Mcy	01/02/17	\$85,734	\$89,163	8 + MC	\$0	\$2,080		\$480	\$470		01/02/25	\$92,193
20a	Open Reassignment	Officer/Mcy	10/01/23	\$0	\$0	MC	\$500	\$2,080		\$840	\$952	12/19/22		\$4,372
21	Simon, J.	Officer	10/26/98	\$85,734	\$89,163	8+P/L4	\$1,750			\$1,560	\$312			\$92,785
22	Capote, J.	Officer	04/30/03	\$85,734	\$89,163	8+P/L4	\$1,750			\$480	\$312			\$91,705
23	Tamargo, R.	Officer	12/22/03	\$85,734	\$89,163	8+P/L4	\$1,750	\$4,458		\$1,560	\$585			\$97,517
24	Nickerson, B.	Officer	06/02/14	\$85,734	\$89,163	8+P/L2	\$1,000			\$480	\$585		06/02/29	\$91,228
25	Garcia, M.	Officer	09/28/15	\$85,734	\$89,163	8 + K9+P/L1	\$500	\$6,688		\$240	\$2,202		09/28/25	\$98,793
26	Garcia, D.	Officer	09/28/15	\$85,734	\$89,163	8+P/L1	\$500			\$1,200	\$702		09/28/25	\$91,565
27	Llorens, A.	Officer	12/07/15	\$85,734	\$89,163	8+P/L1	\$500			\$240	\$2,675		12/07/25	\$92,578
28	Castillo, J.	Officer	07/21/14	\$85,734	\$89,163	8+P/L2	\$1,000			\$1,440	\$2,675		07/21/29	\$94,278
29	Rodriguez, L.	Officer	07/11/16	\$85,734	\$89,163	8+P/L1	\$500			\$240	\$1,784		07/11/26	\$91,687
30	Robbins, J.	Officer	03/06/17	\$85,734	\$89,163	8	\$0			\$240	\$470		03/06/25	\$89,873
31	Helmer, E.	Officer	06/26/17	\$81,654	\$84,920	7 + K9	\$0	\$6,370		\$1,769	\$596	06/26/24		\$94,855
32	Collins, K.	Officer	10/02/17	\$77,764	\$80,875	6	\$0			\$2,359	\$600	04/25/24		\$85,533
33	Gonzalez, R.	Officer	09/24/18	\$77,764	\$80,875	6	\$0			\$674	\$360	09/24/24		\$82,355
34	Rodriguez, M.	Officer	09/24/18	\$77,764	\$80,875	6	\$0			\$674	\$840	09/24/24		\$84,300
35	Jordan, S.	Officer	01/14/19	\$74,064	\$77,027	5	\$0			\$2,888	\$1,200	01/14/24		\$81,540
36	Iribar, F.	Officer	06/24/19	\$74,064	\$77,027	5	\$0			\$1,284	\$1,440	06/24/24		\$81,552
37	Dominguez, R.	Officer	06/24/19	\$74,064	\$77,027	5	\$0			\$1,284	\$240	06/24/24		\$80,170
38	Bean, C.	Officer	01/14/19	\$74,064	\$77,027	5	\$0			\$321	\$240	09/16/24		\$80,015
39	Borges, E.	Officer	10/07/19	\$70,482	\$73,301	4	\$0			\$3,665	\$240	10/07/23		\$78,940

		10/07/19	10/07/23	10/07/27	10/07/23	10/07/27	10/07/27	10/07/27	10/07/27	10/07/27									
40	Marrero, A.	Officer	\$70,482	\$73,301	4	\$0	\$3,665	\$240	\$2,311	\$79,517									
41	Quiroga, C.	Officer	\$70,482	\$73,301	4	\$0	\$1,527	\$240	\$2,311	\$77,379									
42	Rodriguez, L.D.	Officer	\$70,482	\$73,301	4	\$0	\$2,138	\$0	\$2,311	\$77,750									
43	Hernandez, N.	Officer	\$67,150	\$69,836	3	\$0	\$1,746	\$0	\$1,650	\$73,232									
44	Figueira, J.	Officer	\$63,881	\$66,436	2	\$0	\$3,322	\$960	\$2,095	\$72,813									
45	Alvarez, A.	Officer	\$63,881	\$66,436	2	\$0	\$277	\$600	\$2,270	\$69,583									
46	Gonzalez, A.	Officer	\$60,855	\$63,289	1	\$0	\$2,901	\$600	\$2,138	\$68,928									
47	Torres, S.	Officer	\$60,855	\$63,289	1	\$0	\$527	\$600	\$2,159	\$66,576									
20b	XXXXXX	Officer	\$74,064	\$77,027	5	\$0	\$1,605	\$600	\$2,311	\$81,542									
			\$3,478,216	\$3,617,345	\$139,129	\$26,750	\$39,807	\$158,958	\$8,320	\$40,412	\$32,280	\$61,909	Total:						\$3,983,902

Civilians: (4% COLA)

Communications/Records/Clerical

		07/14/03	12/22/03	02/23/15	05/02/16	10/13/20	01/30/23	02/13/23	10/01/23	02/22/21	02/22/21	04/09/01	04/03/06
1	Michael, T.	Comm. Sup.	\$67,483	\$70,182	28+L4	\$1,750	\$0	\$0	\$0	\$0	\$0	\$0	\$71,932
2	Days, S.	Dispatcher II	\$61,779	\$64,250	26+L4	\$1,750	\$0	\$122	\$0	\$0	\$0	\$0	\$66,122
3	Romeo, A.	Dispatcher I	\$48,142	\$50,068	25+L1	\$500	\$0	\$1,001	\$0	\$0	\$0	\$0	\$51,569
4	Menendez, D.	Dispatcher I	\$48,142	\$50,068	25+L1	\$500	\$0	\$924	\$0	\$0	\$0	\$0	\$51,492
5	Simon, J.M.	Dispatcher I	\$45,676	\$47,503	23	\$0	\$0	\$1,543	\$0	\$0	\$0	\$0	\$49,046
6	Little, M.	Dispatcher I	\$43,500	\$45,240	23	\$0	\$2,262	\$0	\$1,293	\$0	\$0	\$0	\$48,795
7	Gasbarro, A.	Disp. Trainee	\$43,500	\$45,240	23	\$0	\$2,262	\$0	\$1,293	\$0	\$0	\$0	\$48,795
8	XXXXX, X.	Disp. Trainee	\$43,500	\$45,240	23	\$0	\$2,262	\$0	\$1,293	\$0	\$0	\$0	\$48,795
9	Mendoza, J.	Network Adm.	\$65,520	\$68,141	37	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$68,141
10	Quintana, A.	Sr. Exec. Asst.	\$51,353	\$53,407	30	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$53,407
11	Vazquez, G.	Admin. Sp. III	\$65,032	\$67,633	26+L4	\$1,750	\$0	\$0	\$0	\$0	\$0	\$0	\$69,383
12	Encarnacion, E.	Admin. Sp. II	\$50,285	\$52,296	24+L3	\$1,500	\$0	\$0	\$0	\$0	\$0	\$0	\$53,796
			\$633,912	\$659,268	\$25,356	\$7,750			\$7,469				\$681,273

Part Time:

Clerical

		02/03/03	10/03/22
1	DeArmas, I.	Clerical Asst.	\$27,927
2	XXXXX, X.	Clerical Asst.	\$27,927
			\$55,854

PSA's

		02/01/21	10/03/22
1	Aguila, C.	PSA	\$26,583
2	Weeks, C.	PSA	\$26,583
			\$53,166

School Crossing Guards

		08/19/16	03/30/18	08/23/21	10/13/22
1	Martinez, S.	Crossing Gd.	\$7,230	\$7,519	\$7,519
2	Reyes, D.	Crossing Gd.	\$7,230	\$7,519	\$7,519
3	Hali, M.	Crossing Gd.	\$7,230	\$7,519	\$7,519
4	Hernandez, M.	Crossing Gd.	\$7,230	\$7,519	\$7,519
			\$28,920	\$30,077	

Total Salary Increase: \$192,311

Grand Total: \$5,505,888

Less

Special Pay

Admin (educational supp) \$689,695

Contract (motor & educ supp) \$3,943,302

FYE 23/24
Total
\$5,505,888

**CITY OF MIAMI SPRINGS
ASSET ACQUISITION REQUEST
FOR FY 2023-24 BUDGET YEAR**

(this form to be used for all projected machinery, equipment, vehicle and office/computer equipment with cost per item exceeding \$1,000)

Department: Police Department

<u>Description of equipment requested</u>	<u>Estimated Cost</u>
Two (2) Laptops for Admin.	\$ 3,000.00
One (1) Cradle Point Rugged Router	\$ 1,100.00
Seven (7) Panasonic Toughbook Laptops	\$ 20,000.00
Five (5) AED Defibrulators for Adult & Children	\$ 8,000.00
Five (5) Patrol Vehicle	\$ 280,000.00
Axon Taser Package (Year 1 of 5)* + more of camera costs for Grant	\$ 230,000.00
Verkada: Cameras & License**	\$ 16,000.00
PV Me50 Storage Array & Miura PES**	\$ 30,000.00
Ten (10) Radios programmed to MSPD/MDC	\$ 49,500.00
Four (4) Idemia Ident Fingerprint Scanners	\$ 10,000.00
Total budget request:	\$ 647,600.00

<u>Detail any grant or additional funding sources for this project</u>	<u>Funding</u>
Small Rural & Tribal Body Worn Camera Program Grant* \$80,000 (Only covers body worn camera aspect of quote & amount must be matched)	\$ 80,000.00
State & Local Cyber Security Grant Program by FEMA** \$500,000 (10% of amount must be matched)	\$ 46,000.00
Total additional funding	\$ 126,000.00

Reason why equipment is needed:
 New vehicles will replace current vehicles in our fleet which have high engine hours and multiple engine issues, as well as increase the size of our fleet.
 New equipment is also needed to replace decommissioned and/or obsolete equipment used by Officers in our department on a daily basis to perform their civic duties.

<u>Expected cost savings from this acquisition(if any)</u>	<u>Expected Savings</u>
	\$ -

Department Head Signature

City Manager Approval

SECTION 10

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 operate 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.

FY 2023-24 Budget Highlights

- Proposed budget is \$173,800 for FY 23-24

- Budget Summary:

Budgeted Revenues	\$173,800 (funding from Forfeiture funds)
Budgeted Expenditures	<u>\$173,800</u>
Net cost of Department	<u>\$ -0-</u>

CITY OF MIAMI SPRINGS
COMMUNITY POLICING OFFICE BUDGET
FISCAL YEAR ENDING 9/30/24

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY21-22 ACTUALS	FY22-23 AMENDED BUDGET	FY23-24 Departmental Request	Dollar Increase (Decrease)
LAW ENFORCEMENT TR					
650-2011-521.31-00	PROFESSIONAL SERVICES	300	350	350	-
650-2011-521.40-00	TRAVEL AND PER DIEM	-	5,000	5,000	-
650-2011-521.41-01	TELEPHONE: BASE & LOCAL	1,060	1,140	1,140	-
650-2011-521.41-02	CELLULAR TELEPHONE	2,443	2,664	2,500	(164)
650-2011-521.41-04	OVERNIGHT-UPS, FEDX	-	100	-	(100)
650-2011-521.41-06	INTERNET ACCESS	1,766	1,800	1,800	-
650-2011-521.43-01	ELECTRICITY	3,467	3,200	3,700	500
650-2011-521.43-02	WATER			480	480
650-2011-521.44-00	RENTALS AND LEASES		500	500	-
650-2011-521.44-01	BUILDINGS	20,940	23,400	25,680	2,280
650-2011-521.44-02	EQUIPMENT	996	2,950	3,000	50
650-2011-521.45-30	LIABILITY INSURANCE	1,571	1,600	1,600	-
650-2011-521.46-00	REPAIRS AND MAINTENANCE	773	2,500	2,500	-
650-2011-521.46-03	EQUIPMENT	35	200	200	-
650-2011-521.47-00	PRINTING AND BINDING	310	1,000	1,000	-
650-2011-521.48-00	PROMOTIONS	412	3,500	4,500	1,000
650-2011-521.48-02	ADVERTISING	899	3,000	3,000	-
650-2011-521.51-00	OFFICE SUPPLIES	1,226	1,500	1,500	-
650-2011-521.52-00	OPERATING SUPPLIES	771	6,300	8,100	1,800
650-2011-521.52-03	UNIFORMS	-	1,000	1,000	-
650-2011-521.54-00	DUES, MEMBERSHIPS, SUBS	31	250	250	-
650-2011-521.58-00	EDUCATION AND TRAINING		1,000	1,000	-
650-2011-521.58-01	THREE PSAS		4,000	5,000	1,000
650-2011-521.58-02	EDUCATION-OFFICERS		5,000	5,000	-
* COMMUNITY POLICING		37,000	71,954	78,800	6,846

Program: GM217L

Budget Level Report

Fiscal Year . . . : 2023
Budget Level . . . : BUDG
Description . . . :

Account # DEPARTMENTAL INPUT
Description

Account #	Description	Budget Amount	Misc. Info
650-2011-521-31-00	PROFESSIONAL SERVICES		
00100	350.00 CAR WASHES & WINDOW CLEANING	350.00	
00200	-	.00	
650-2011-521-40-00	TRAVEL AND PER DIEM		
00100	5,000.00 OFFICER TRAVEL	5,000.00	
00200	-	.00	
650-2011-521-41-01	TELEPHONE: BASE & LOCAL		
00100	1,140.00 BUDGETED BY FINANCE	1,140.00	
00200	-	.00	
650-2011-521-41-02	CELLULAR TELEPHONE		
00100	2,500.00 BUDGETED BY FINANCE	2,500.00	
00200	-	.00	
650-2011-521-41-06	INTERNET ACCESS		
00100	1,800.00 BUDGETED BY FINANCE	1,800.00	
00200	-	.00	
650-2011-521-43-01	ELECTRICITY		
00100	3,700.00 ESTIMATED ELECTRIC EXPENSE	3,700.00	
00200	-	.00	
650-2011-521-43-02	WATER		
00100	480.00 MONTHLY \$40.00 WATER CHARGE (PART OF RENT)	480.00	
00200	-	.00	
650-2011-521-44-00	RENTALS AND LEASES		
00100	500.00 MISC RENTALS AND LEASES	500.00	
00200	-	.00	
650-2011-521-44-01	BUILDINGS		
00100	25,680.00 CPO RENT \$2,100.00/MO X 12 @ 274 WESTWARD DRIVE	25,200.00	
00200	MONTHLY \$40.00 CHARGE FOR TRASH (PART OF RENT)	480.00	
00300	-	.00	
650-2011-521-44-02	EQUIPMENT		
00100	3,000.00 TOSHIBA COPIER, FAX & PRINTERS (LEASE)	3,000.00	
00200	-	.00	
650-2011-521-45-30	RISK MANAGEMENT		
00100	1,600.00 BUDGETED BY FINANCE	1,600.00	
00200	-	.00	
650-2011-521-46-00	REPAIRS AND MAINTENANCE		
00100	2,500.00 FACILITY MAINTENANCE, PAINTING, CLEANING, ETC.	2,500.00	
00200	-	.00	
650-2011-521-46-03	EQUIPMENT		
00100	200.00 REPAIRS - GEN EQUIP & FIRE EQUIP YEARLY INSPECTION	200.00	
00200	-	.00	
650-2011-521-47-00	PRINTING AND BINDING		
00100	1,000.00 MISC PRINTING & BINDING AS NEEDED	1,000.00	
00200	-	.00	
650-2011-521-48-00	PROMOTIONS		
00100	4,500.00 COMMUNITY OUTREACH PROGRAMS (DARE, CRIMEWATCH, ETC.)	4,500.00	
00200	-	.00	
00300	-	.00	
650-2011-521-48-02	ADVERTISING		
00100	3,000.00 ITEMS & MATERIALS, NEWS ARTICLES, MEDIA, ETC.	3,000.00	
00200	-	.00	

Fiscal Year : : : 2023
 Budget Level : : : BUDG
 Description : : :

Account # Description DEPARTMENTAL INPUT

Account #	Description	Budget Amount	Misc. Info
650-2011-521-51-00	OFFICE SUPPLIES	1,500.00	
	00100 OFFICE SUPPLIES FOR COMMUNITY POLICING OFFICE	1,500.00	
	00200	-	
650-2011-521-52-00	OPERATING SUPPLIES	8,100.00	
	00100 OFFICE AWARDS (PLAQUES, PINS, TROPHIES, COMM BARS)	2,500.00	
	00200 BOTTLED WATER SERVICE, MISC OPERATING SUPPLIES	3,000.00	
	00300 TOSHIBA COPIER, FAX, & PRINTERS (USAGE)	2,600.00	
	00400	-	
650-2011-521-52-03	UNIFORMS	1,000.00	
	00100 UNIFORMS FOR COMMUNITY POLICING STAFF	1,000.00	
	00200	-	
650-2011-521-54-00	DUES, MEMBERSHIPS, SUBS	250.00	
	00100 MISCELLANEOUS SUBSCRIPTIONS	250.00	
	00200	-	
650-2011-521-58-00	EDUCATION AND TRAINING	1,000.00	
	00100 EDUCATION & TRAINING MATERIAL FOR COMMUNITY	1,000.00	
	00200 DRUG AWARENESS, CRIME PREVENTION, SAFETY, ETC.	.00	
	00300	-	
650-2011-521-58-01	PSA TUITION REIMBURSEMENT	5,000.00	
	00100 COLLEGE TUITION REIMB FOR PUBLIC SAFETY AIDES	5,000.00	
	00200	-	
650-2011-521-58-02	OFFICERS	5,000.00	
	00100 NEW AND ONGOING TRAINING FOR CPO STAFF	5,000.00	
	00200	-	
* Total Accounts for this Budget Level		78,800.00	23

CITY OF MIAMI SPRINGS
LAW ENFORCEMENT TRUST FUND
FISCAL YEAR ENDING 9/30/24

ACCOUNT NUMBER LAW ENFORCEMENT TI	ACCOUNT DESCRIPTION	FY21-22 ACTUALS	AMENDED BUDGET	FY23-24 Departmental Request	Dollar Increase (Decrease)
650-2010-521.31-00	PROFESSIONAL SERVICES	15,186	-	-	-
650-2010-521.35-00	INVESTIGATIONS	291	25,000	25,000	-
650-2010-521.44-00	RENTALS AND LEASES	39,167	42,120	45,000	2,880
650-2010-521.52-00	OPERATING SUPPLIES	22,992	5,000	5,000	-
650-2010-521.65-00	VEHICLES	-	-	-	-
* PUBLIC SAFETY		<u>77,636</u>	<u>72,120</u>	<u>75,000</u>	<u>2,880</u>

Fiscal Year : : : 2023
 Budget Level : : : BUDG
 Description : : :

Account # DEPARTMENTAL INPUT
 Description

Account #	Description	Budget Amount	Misc. Info
650-2010-521-35-00	INVESTIGATIONS	25,000.00	
	00100 EMERGENCY FUND		25,000.00
	00200		.00
650-2010-521-44-00	RENTALS AND LEASES	45,000.00	
	00100 THREE (3) UNMARKED UNDERCOVER VEHICLE RENTALS		45,000.00
	00200		.00
650-2010-521-52-00	OPERATING SUPPLIES	5,000.00	
	00100 OPERATING SUPPLIES		5,000.00
	00200		.00
* Total Accounts for this Budget Level		3	75,000.00

CITY OF MIAMI SPRINGS
 CRIMINAL JUSTICE TRAINING
 FISCAL YEAR ENDING 9/30/24

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT DESCRIPTION</u>	<u>FY21-22</u> <u>ACTUALS</u>	<u>FY22-23</u> <u>AMENDED</u> <u>BUDGET</u>	<u>FY23-24</u> <u>Departmental</u> <u>Request</u>	<u>Dollar</u> <u>increase</u> <u>(Decrease)</u>
CRIMINAL JUSTICE					
650-2012-521-58-00	EDUCATION AND TRAINING	-	20,000	20,000	-
* PUBLIC SAFETY		-	20,000	20,000	-

Fiscal Year : : : 2023
Budget Level : : : BUDG
Description : : :

Account # Description DEPARTMENTAL INPUT

650-2012-521-58-00 EDUCATION AND TRAINING

* Total Accounts for this Budget Level 1 20,000.00 20,000.00

Budget Amount

Misc. Info

20,000.00

00100 ONGOING TRAINING, ACADEMY TUITION, CERT/RECERT

20,000.00

20,000.00

SECTION 11

CODE COMPLIANCE DEPARTMENT

MISSION STATEMENT

The purpose of the Code Compliance Department is to protect the health, safety, and welfare of our residents by honoring and fulfilling the standards found in the City of Miami Springs Municipal Code; to maintain and improve the appearance of our neighborhoods and business districts to protect property values and enhance the economic setting. The Department provides our Citizens with the highest quality of service while attempting to obtain voluntary compliance from our residents, whenever possible, by administering a fair and unbiased compliance program. The character and principles of our Code Unit will ensure that our determination will always be present and we will always attempt to deter blight within our beautiful City of Miami Springs.

CITY OF MIAMI SPRINGS
 CODE COMPLIANCE
 FISCAL YEAR ENDED 9/30/24

ACCOUNT NUMBER CODE COMPLIANCE:	ACCOUNT DESCRIPTION	FY2021-22 ACTUALS	FY2022-23 AMENDED BUDGET	FY2023-24 Departmental Request	Dollar Increase (Decrease)
001-2401-524.12-00	REGULAR SALARIES	147,113	191,235	229,271	38,036
001-2401-524.21-00	FICA TAXES	10,276	14,629	14,066	(563)
001-2401-524.22-01	GENERAL EMPLOYEES RET SYS	14,871	17,901	18,865	964
001-2401-524.22-04	ICMA	-	-	-	-
001-2401-524.23-19	HMO CHILD	31,251	44,065	48,027	3,962
001-2401-524.23-04	HMO. EMPLOYEE ONLY	-	-	-	-
001-2401-524.23-05	HMO. EMPLOYEE +1	-	-	-	-
001-2401-524.23-06	HMO. FAMILY	-	-	-	-
001-2401-524.23-07	LIFE/AD&D	686	895	949	54
001-2401-524.23-08	DENTAL-ORAL HEALTH SVCS	197	1,094	1,114	20
001-2401-524.23-09	VSP-VISION SERVICE PLAN	68	228	228	0
001-2401-524.23-10	DENTAL - OHS - DUAL	740	-	-	-
001-2401-524.23-11	DENTAL - OHS - FAMILY	-	-	-	-
001-2401-524.23-12	VSP - VISION - FAMILY	106	-	-	-
	TOTAL MEDICAL/LIFE INSURANCE	33,048	46,282	50,318	4,036
001-2401-524.24-00	WORKER'S COMPENSATION	2,407	2,869	3,439	570
001-2401-524.34-00	CONTRACTUAL SERV - MAGISTRATE	-	-	-	-
001-2401-524.34-09	CONTRACTUAL SERV - OTHER	2,380	15,000	15,000	-
001-2401-524.40-00	TRAVEL AND PER DIEM	1,131	750	1,000	250
001-2401-524.41-01	TELEPHONE	530	600	600	-
001-2401-524.41-02	CELLULAR TELEPHONE	1,514	1,800	1,800	-
001-2401-524.41-03	POSTAGE	362	400	500	100
001-2401-524.41-06	INTERNET ACCESS	1,267	1,212	1,400	188
001-2401-524.44-00	RENTALS AND LEASES	-	-	-	-
001-2401-524.45-10	FLEET MAINTENANCE	2,922	4,000	4,000	-
001-2401-524.45-30	LIABILITY INSURANCES	5,103	6,698	7,097	399
001-2401-524.46-00	REPAIRS AND MAINTENANCE	-	200	200	-
001-2401-524.47-00	PRINTING AND BINDING	-	200	400	200
001-2401-524.49-11	LIEN RECORDING FEES	574	800	800	-
001-2401-524.51-00	OFFICE SUPPLIES	542	1,200	2,000	800
001-2401-524.52-00	OPERATING SUPPLIES	426	1,300	1,800	500
001-2401-524.52-02	FUEL, OILS, LUBRICANTS	1,160	1,200	1,200	-
001-2401-524.52-03	UNIFORMS	1,171	1,200	1,400	200
001-2401-524.52-07	TIRES	66	500	500	-
001-2401-524.54-00	DUES, MEMBERSHIPS, SUBS	100	200	600	400
001-2401-524.58-00	EDUCATION AND TRAINING	609	200	800	600
	** B&Z/CODE COMPLIANCE	227,572	310,376	357,056	46,680

Fiscal Year : : 2023
 Budget Level : : BUDG
 Description : : DEPARTMENTAL INPUT

Account #	Description	Budget Amount	Misc. Info
1-2401-524-12-00	REGULAR SALARIES	229,271.00	
1-2401-524-21-00	FEDERAL PAYROLL TAXES	14,066.00	
1-2401-524-22-01	GENERAL	18,865.00	
1-2401-524-23-07	LIFE/AD&D	1,949.00	
1-2401-524-23-08	DENTAL - OHS - EMPLOYEE	1,114.00	
1-2401-524-23-09	VSP - VISION - EMPLOYEE	228.00	
1-2401-524-23-19	HMO - EMPLOYEE + CHILDREN	48,027.00	
1-2401-524-24-00	WORKER'S COMPENSATION	3,439.00	
1-2401-524-34-09	OTHER	15,000.00	
1-2401-524-40-00	TRAVEL AND PER DIEM	1,000.00	
1-2401-524-41-01	TELEPHONE: BASE & LOCAL	1,600.00	
1-2401-524-41-02	CELLULAR TELEPHONE	1,800.00	
1-2401-524-41-03	POSTAGE	1,500.00	
1-2401-524-41-06	INTERNET ACCESS	1,400.00	
1-2401-524-45-10	FLEET MAINTENANCE	4,000.00	
1-2401-524-45-30	RISK MANAGEMENT	7,097.00	
1-2401-524-46-00	REPAIRS AND MAINTENANCE	200.00	
1-2401-524-47-00	PRINTING AND BINDING	400.00	
1-2401-524-49-11	LIEN RECORDING FEES	800.00	
1-2401-524-51-00	OFFICE SUPPLIES	2,000.00	
1-2401-524-52-00	OPERATING SUPPLIES	1,800.00	
1-2401-524-52-02	FUEL, OILS, LUBRICANTS	1,200.00	
1-2401-524-52-03	UNIFORMS	1,400.00	
1-2401-524-52-07	TIRES, MEMBERSHIPS, SUBS	500.00	
1-2401-524-54-00	DUES, MEMBERSHIPS, SUBS	500.00	
1-2401-524-58-00	EDUCATION AND TRAINING	800.00	
* Total Accounts for this Budget Level		357,056.00	

Basis for FY 2023-24 Salary Projections

Calculations is based upon current earnings at 2,080 hours

0.0%

0.00%

4.00% to be effective on 10-01-2023

Base Salary for each position:

Adjustment includes:

ax Annual merit increase for position

Cost of living Adjustment

CPI for all urbans (Apr to Apr)

stimate used for COLA Projection

City of Miami Springs

Department: Code Compliance

Position(Paygrade)	Employee name	FT	Amended Budget	Qty	Fav (Unf)	Salary at 3/31/2023	Date of Annual Review	Merit Increase	COLA Increase	4%	Longevity	Other	FY 2023-24 Projection
Code Compliance Officer-PG26	Osleyvis Borrego	FT	1	1	0	\$50,000		\$0	\$2,000	\$2,000	\$0	\$0	\$52,000
Code Compliance Officer	R Novo	FT	1	1	0	\$67,000		\$0	\$2,680	\$2,680	\$500	\$0	\$70,180
Building Official/Director	Ulises Fernandez	FT	0.2	0.2	0	\$27,934		\$1,500	\$1,117	\$1,117	\$100	\$0	\$29,152
Code Compliance Officer	Carlos Valdivia	FT	1.00	1.00	0	\$48,500		\$0	\$1,940	\$1,940	\$0	\$0	\$51,940
Code Compliance Officer	TBD	PT	0.50	0.50	0	\$0		\$0	\$0	\$0	\$0	\$26,000	\$26,000
Total projections			3.7	3.7	0	\$193,434		\$1,500	\$7,737	\$7,737	\$600	\$26,000	\$229,272

CITY OF MIAMI SPRINGS
BUILDING CODE COMPLIANCE DEPARTMENT

CODE REVENUES

Line Item Revenue	FY21-22	FY22-23	FY23-24
	Actual	AMENDED BUDGET	Budget
Occupational Licenses -CITY	60,426	71,000	\$ 71,000
Occupational Licenses -COUNTY	22,632	24,000	\$ 24,000
Re-Occupancy Agreements	-		\$ -
Re-Occupancy Inspection	16,875	20,000	\$ 20,000
Code Enforcement tickets	-	75,000	\$ 75,000
	99,933	190,000	190,000

SECTION 12

INFORMATION TECHNOLOGY DEPARTMENT

MISSION STATEMENT

The mission of the Information Technology Department is to provide comprehensive, quality technology-based services, at the most cost-effective manner while reducing vulnerabilities through advanced security solutions and education, and to facilitate the achievement of goals and objectives of each of the city's departments.

Information Technology

Goals

- Provide effective technological support for computer systems, web-based applications, voice, video, and integrated data services to all city departments.
- Promote and facilitate the integration of technology to effectively meet the overall mission of the City using collaborative efforts through planning, programming, training, and consulting with all departments.
- Develop, enhance and manage the City's enterprise network to provide high speed, transparent, and highly functional connectivity to all resources.
- Develop and maintain highly effective, reliable, secure, and innovative information systems to support each department's functions.
- Facilitate the collection, storage, security, and integrity of electronic data while ensuring appropriate access.
- Promote new uses of technology within the organization using innovative applications
- To execute the direction established by department heads as related to support and purchase of hardware, software, and networking equipment.
- To be identified by our dedication, professionalism, and pride in our achievements.

Objectives

To foster the development and application of Information services to improve the lives of the citizens of Miami Springs. The Information Technology Department will accomplish its goals by providing and coordinating Information services to its customers.

Major Functions & Activities

Infrastructure

The Information Technology Infrastructure Division provides the City with the underlying structure: networks, storage, servers, operating systems and security to enable support of applications and users for City departments and customers. The Division performs tasks such as system and network administration, and selection and deployment of enterprise computer equipment including network devices, routers, switches, and computer servers and operating systems. Future planning and testing of devices and software before deployment to customers is an on-going process within the Division. In addition, many enterprise wide applications such as e-mail, office applications, and desktop presentation are deployed and managed within the group.

Information Technology

Major Functions & Activities (Continued)

Infrastructure (continued)

- Firewall configurations, intrusion detection, and network security
- VPN maintenance for secure communications with vendors
- PCI DSS Compliance for credit card terminals and related.
- Certificate renewals
- Server installations, maintenance and scalability.
- Domain administration and active directory maintenance.
- User and group account maintenance and security.
- Access control lists and permissions.
- System backups and replication.
- Virtualization and imaging
- Network and Security policies.
- User policies and procedures.

Integration

The Information Technology Integration Division is responsible for ensuring effective and efficient implementation and operation of business solutions that support a foundation for interdepartmental communication and collaboration. This is achieved through business process review, detailed needs analysis, software selection, outcome designs and maintenance. The Integration functions consist of programming, analytical, and database administration.

- Scripting / programming that ties unlike technologies together
- Laserfiche and Central Square integration
- Police Department OSSI and related components
- MDT's and mobile server for police
- Routing, management, and security of FCIC communications
- Synchronization of internal services and social networking sites
- Website support for editors in city departments
- Maintain documentation on installations and procedures for applications

Support

The Information Technology Support Division provides user assistance and support for the unique technologies embraced by City staff and employees.

- Desktop PC support – hardware repairs and upgrades
- PC imaging and maintenance of images
- Security updates and patches
- Virus related support
- Network configuration and local group policy lockdowns
- Maintain end user policies and procedures relating to software.

Information Technology

Major Functions & Activities (continued)

Support (continued)

- Installation, support, and end user training of
 - Microsoft 365
 - Central Square Naviline
 - IBM Access client solutions (ACS)
 - Java / JRE
 - Navigator for i / iSeries and printer sessions
 - Outlook email
 - Vermont Systems Rec Trac
 - Laserfiche document/scanning system
 - Fore! Golfnow software
 - Qrep / Cognos
 - eForms – PD
 - OSSI Dispatch system – PD
 - E-Subpoena
 - Secure file transfer servers for DHSMV
- Cell phone Management and Support
- Printer support
- First level phone communications support
- Copiers and scanners

Telecommunications

The Telecommunications Division is responsible for managing and securing the wide area network of the City, the hybrid fiber-coaxial telecommunications network, PBX / phone communications, cell phones services, and VPN communications between locations.

- Management of hosted PBX system
- Phones / devices that communicate with PBX
- SIP based account management
- Cell phone services – devices, account management
- Maintain communications and communications security policy
- Wifi access point installation, security, and maintenance.
- Group Policy Objects relating to routing and networking
- Network Login / Logout Scripts
- Backup system
- Niagara Climate Control System
- Vermont Systems for REC / Golfnow for Golf

Information Technology

Major Functions & Activities (continued)

Telecommunications(continued)

- Surveillance cameras communications, maintenance, repairs.
- MDT Mobile units for police department
- SQL Server for USA and BOSS ALPR

FY 2022-23 Accomplishments

Email system migration to Microsoft 365
Wifi access point upgrades
Extended network security
Optical Imaging system upgraded

FY 2023-24 Budget Highlights

- Proposed budget is \$2,756 less than FY 22-23.
- Budget Summary:

Budgeted Revenues	\$	-0-
Budgeted Expenditures	\$	<u>420,809</u>
Net cost of Department	\$	<u>420,809</u>

CITY OF MIAMI SPRINGS
 INFORMATION TECHNOLOGY BUDGET
 FISCAL YEAR ENDING 9/30/24

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY21-22 ACTUALS	FY22-23 AMENDED BUDGET	FY23-24 Departmental Request	Dollar Increase (Decrease)
001-5301-513.12-00	REGULAR SALARIES	152,626	159,580	170,063	10,483
001-5301-513.13-00	PART TIME	-	-	-	-
001-5301-513.21-00	FEDERAL PAYROLL TAXES	11,478	12,208	13,010	802
001-5301-513.22-01	GENERAL	16,357	14,938	15,783	845
001-5301-513.22-04	ICMA	-	-	-	-
001-5301-513.23-04	HMO, EMPLOYEE ONLY	18,834	20,529	22,376	1,847
001-5301-513.23-06	HMO, FAMILY	-	-	-	-
001-5301-513.23-07	LIFE/AD&D	740	740	789	49
001-5301-513.23-08	DENTAL - OHS - EMPLOYEE	901	901	921	20
001-5301-513.23-09	VSP - VISION - EMPLOYEE	161	162	162	(0)
001-5301-513.23-10	DENTAL- OHS - DUAL	-	-	-	-
	TOTAL MEDICAL INSURANCE	20,636	22,332	24,248	1,916
001-5301-513-24-00	WORKMENS COMP	265	399	425	26
001-5301-513-25-00	UNEMPLOYMENT COMP	-	-	-	-
001-5301-513.34-00	OTHER CONTRACTUAL SERVICE	156,245	185,699	169,890	(15,809)
001-5301-513.41-01	TELEPHONE	132	-	-	-
001-5301-513.41-02	CELLULAR PHONE	3,364	3,400	3,400	-
001-5301-513-41-06	INTERNET	1,222	1,693	1,743	50
001-5301-513-45-30	LIABILITY INSURANCE	4,004	4,978	4,766	(212)
001-5301-513.46-00	REPAIRS AND MAINTENANCE	7,781	9,198	3,330	(5,868)
001-5301-513.46-02	FLEET MAINTENANCE	497	-	500	500
001-5301-513.51-00	OFFICE SUPPLIES	169	500	500	-
001-5301-513.52-00	OPERATING SUPPLIES	2,110	3,350	8,350	5,000
001-5301-513.54-00	DUES, MEMBERSHIPS, SUBS	362	1,090	600	(490)
001-5301-513.58-00	EDUCATION AND TRAINING	4,240	4,200	4,200	-
001-5301-513.64-00	MACHINERY AND EQUIPMENT	-	-	-	-
** INFORMATION	TECHNOLOGY	381,488	423,565	420,809	(2,756)

Fiscal Year : : 2023
 Budget Level : : BUDG
 Description : : DEPARTMENTAL INPUT

Account #	Description	Budget Amount	Misc. Info
1-5301-513-12-00	REGULAR SALARIES	170,063.00	
1-5301-513-21-00	FEDERAL PAYROLL TAXES	13,010.00	
1-5301-513-22-01	GENERAL	15,783.00	
1-5301-513-23-04	HMO EMPLOYEE ONLY	22,376.00	
1-5301-513-23-07	LIFE/AD&D	921.00	
1-5301-513-23-08	DENTAL - OHS - EMPLOYEE	162.00	
1-5301-513-23-09	VSP - VISION - EMPLOYEE	425.00	
1-5301-513-24-00	WORKER'S COMPENSATION	169,890.00	
1-5301-513-41-02	OTHER CONTRACTUAL SERVICE	3,400.00	
1-5301-513-41-06	CELLULAR TELEPHONE	1,743.00	
1-5301-513-45-30	INTERNET ACCESS	4,766.00	
1-5301-513-46-00	RISK MANAGEMENT	3,330.00	
1-5301-513-46-02	REPAIRS AND MAINTENANCE	500.00	
1-5301-513-51-00	EQUIPMENT	500.00	
1-5301-513-52-00	OFFICE SUPPLIES	8,350.00	
1-5301-513-54-00	OPERATING SUPPLIES	600.00	
1-5301-513-58-00	DUES, MEMBERSHIPS, SUBS	4,200.00	
1-5301-513-58-00	EDUCATION AND TRAINING	420,808.00	
* Total Accounts for this Budget Level		18	

Account Vendor Service AMT

34-00	Aha!	Annual Maint	\$3,700.00	website hosting service and maint
	central square	ASP and bundled services	\$121,000.00	Central Square / Superior
	Firewall	annual renewal	\$0.00	Cisco firewall maintenance and security updates
	Box.com	Cloud storage	\$1,260.00	8 accounts total - 1 per dept +
	Tyler Tech Executime	payroll Time mgnt	\$13,120.00	time management system
	Phone Service	Phone sys maint	\$9,600.00	Navitas / phone doctor contract
	Amazon web services	Hosted systems	\$1,200.00	hosted services including disaster recovery EC2 servers
	Vitcom	Spam filtering service	\$4,200.00	spam filtering and mail encryption and smart-host
	Dotgov	Domain registration	\$0.00	domain renewal annual cost
	Office 365	email+collab+storage	\$11,800.00	hosted microsoft services
	Adobe	Acrobat Pro 10 licenses	\$3,100.00	licenses are \$571 / yr
			\$168,980.00	

46-00	Server drives - Gen9	2	\$840.00	drives compatible with H1 H2
	Server drives - Gen8	2	\$0.00	drives compatible with FS1
	Server drives - Gen8	2	\$640.00	drives compatible with Mail server
	XL3000 UPS batteries	APCRBC117	\$0.00	backup ups battery pack replacement- servers
	POE managed switch		\$600.00	network switches
	Unifi Access points	4	\$650.00	wifi access points - senior center / city hall / golf
	Geotrust SSL renewal	1	\$0.00	renewal - ssl certificate for webserver/owa/exchange
	Backup drives	4	\$600.00	replacement local backup drives for all physical servers
			\$3,330.00	

52-00	operating supplies		\$1,500.00	average 10 replacements per year
	user UPS		\$500.00	20 usb drives @ 25.00 average
	usb drives		\$200.00	replacement kb's /mice for users
	keyboards and mice		\$500.00	for user computers
	desktop hard drives		\$500.00	for user computers
	external drives		\$650.00	cat 6 bulk, RJ45, wallplates, keystones
	cabling and supplies		\$4,500.00	5 PC upgrades for other departments
	desktop PC x 5		\$8,350.00	

58-00	CBT Training	online technology training	\$1,800.00	online IT training for IT staff
	KnowBe4	Security training	\$2,400.00	security testing and training for users
			\$4,200.00	

64-00	CDWG	server	\$5,600.00	server - FS1 replacement
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Basis for FY 2023-24 Salary Projections

Calculations is based upon current earnings at 2,080 hours

0.0%

0.00%

4.00% to be effective on 10-01-2023

Base Salary for each position:

Adjustment includes:

Max Annual merit increase for position

Cost of living Adjustment

CPI for all urbans (Apr to Apr)

Estimate used for COLA Projection

City of Miami Springs

Department: IT DEPT

Position (paygrade)	Employee Name	Amended Budget		Qty	Fav (Unf)	Current Salary As of 3/31/23	Date of Annual Review	Promotional Increase	COLA Increase	4% Increase	Longevity	Other	FY23-24 Projection
		FT	PT										
IT Director-PG46	J Fonseca	1	1	1	0	\$104,880	11/22/04	\$	\$	4,195	\$	1,500	\$110,575
Asst IT Manager	Miriam Samayoa	1	1	1	0	\$57,200	11/16/10	\$	\$	2,288	\$	-	\$59,488
Total projections		2.0	2.0	2.0	0	\$162,080		\$	\$	6,483	\$	1,500	\$170,063

SECTION 13

PUBLIC WORKS DEPARTMENT

MISSION STATEMENT

Our mission is to preserve the quality of life of our citizens by providing our current and future population with adequate resources and infrastructure through utility, landscape, and facility maintenance program improvements; along with transportation and pedestrian enhancements. Continuing our commitment to the community with public service of the highest quality, and deliver these services with courtesy and professionalism.

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 responsiveness 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, service providers and staff.

Objectives

Continue cross training efforts across ALL divisions to provide seamless services to our residents and other departments.

Track all service provider, inventory, and labor expenses to ensure a cost-effective operation.

Promote use of See Click Fix to assist in reporting issues and provide status.

Update Public Works webpages to include the following:

- Sanitation route maps and schedules for garbage and trash pickup
- Update Stormwater and Public Properties pages to educate residents in compliance to NPDES requirements
- Create FAQ section

FY2022-23 Accomplishments

Cross trained (2) front and back office employees and (1) foreman to provide seamless service to our residents and other departments.

Conducted quarterly reviews of service providers to ensure the "best price" is achieved through proper use of procurement policy.

As a result of the daily preventative maintenance City-wide program; improvement of facility conditions continues in an upward trend

See Click Fix application has assisted in establishing a new way to communicate with the residents and providing status/resolution when possible.

FY 2023-24 Budget Highlights

- The total Public Works budget for FY 23-24 is \$2,576,244 or \$323,767 higher than FY 22-23.
- Administration budget is \$59,285 or 12.2 % higher than FY 23-24 primarily due to the 4% COLA and medical insurance costs for FY 23-24.
- Budget Summary:

Budgeted Revenues	\$ -0-
Budgeted Expenditures	\$544,916
Net cost of Department	\$544,916

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 alleys and alley approaches citywide.

Continue to repair the streetlight infrastructure.

Maintenance of the right-of-ways.

Objectives

Inspect, install and repair sidewalks to ensure American with Disability Act (ADA) compliance to eliminate safety hazards.

Participate in the planning, design, and execution of various pedestrian and roadway improvement projects City-wide.

- South Drive Improvement
- East and Oakwood Drive Improvement

FY2022-23 Accomplishments

Inspected, installed, repaired 102,000 square feet of sidewalks City-wide.

Performed 25 repairs through weekly inspections.

South Royal Poinciana Blvd Project – Providing improvement of stormwater system, traffic and speed calming, and adding dedicated bike path.

FY 2023-24 Budget Highlights

- Proposed budget is \$13,446 or 3.6% higher than FY 23-24.

- Budget Summary:

Budgeted Revenues	\$ -0-
Budgeted Expenditures	<u>\$392,421</u>
Net cost of Department	<u>\$392,421</u>

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.

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. Update webpage to include updated tree trimming cycle map.
- Create and roll-out new quarterly training sessions for public properties employees on the proper use of equipment.
- Improve and beautify the landscape along Westward Drive.
- Continue working with Board of Parks and Parkways in revision of Tree Ordinance.
- Keep the public properties personnel "Storm Ready" as this division functions as first responders in the event of a "catastrophic event".

FY2022-23 Accomplishments

- Performed daily litter pickup of main arteries and bi-weekly trash route keeping all public right of areas clear.
- Trained 7 new employees in proper use of landscape equipment.
- Cross trained 3 employees including 2 new CDL drivers providing for growth opportunities within the departments.
- Performed City-wide tree trimming throughout the year utilizing contractor and in-house staff.

FY 2023-24 Budget Highlights

- Proposed budget is \$288,728 or 31.1 % higher than FY 23-24. Increase is primarily due to increased property insurance.
- Budget includes \$100,000 for City-wide tree trimming.
- Budget Summary:

Budgeted Revenues	\$ -0-
Budgeted Expenditures	\$1,219,711
Net cost of Department	\$1,219,711

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

Reduce expenses in all facilities converting LED lighting when possible.

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.

Establish timeline for recertification of all City Owned Facilities by end of year.

Review City-wide preventative maintenance program for improvements and conditions of all facilities.

Utilizing procurement process to review current service contracts of City-wide preventative maintenance program to improve current conditions of all facilities. Where needed work towards consolidating A/C and Fire systems maintenance and inspection vendors.

FY 2022-23 Accomplishments

As a result of cross-training; several employees were able to assist in continued improvement of aging buildings.

City-wide preventative maintenance program allowed for upgrades:

- Stafford, Dove and Tot lot restrooms installing hand dryers reducing call outs and plumbing issues.
- Conversion of fluorescent lighting to LED providing for energy savings.

FY 2023-24 Budget Highlights

- Proposed budget is \$44,692 or 11.9% lower than FY 22-23.

- Budget Summary:

Budgeted Revenues	\$ -0-
Budgeted Expenditures	\$458,388
Net cost of Department	\$458,388

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

Provide quality maintenance that is both timely and cost effective on all City-owned vehicles and specialized equipment.

Maintain fleet parts and tire inventory at an optimal level.

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

FY 2022-23 Accomplishments

Provided quality maintenance to aging fleet in all departments.

Increased number of vendors for all fleet parts providing for cost savings for preventative maintenance parts, tires, and specialty vendors for off-site repairs/body work.

Completed 100% of preventative maintenance inspections by the scheduled due date.

FY 2023-24 Budget Highlights

- Proposed budget is \$7,000 or 17.3% higher than FY 22-23.

- Budget Summary:

Budgeted Revenues	\$ -0-
Budgeted Expenditures	\$47,500
Net cost of Department	<u>\$47,500</u>

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

Continue to provide bi-weekly City-wide garbage pickup to all public facilities.

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

Increase maintenance of all swales and alley-ways, in effort to reduce wear and tear to the garbage and trash trucks.

Increase public education and awareness utilizing City social media on how to distribute garbage, trash, and recycling properly.

FY 2022-23 Accomplishments

Provided seamless bi-weekly City-wide garbage pickup to all public facilities and cross trained 5 employees to assist in efforts including 2 new CDL drivers to run rear loader.

Provided error free and timely documentation to Finance Department for billing of excessive trash.

Published monthly public education articles to assist the residents in proper disposal of garbage, trash and recycling due to increase of cardboard boxes.

Implemented daily inspection program in March 2023 in condominium and rental areas to enforce trash ordinance. This effort is in partnership with the Code Enforcement Department who assists in the compliance process. We have a 50% improvement since inception.

FY 2023-24 Budget Highlights

- Proposed budget is \$149,222 or 5.7% higher than FY 22-23.

- Budget Summary:

Budgeted Revenues	\$2,609,034 (Sanitation fees)
Budgeted Expenditures	\$2,785,174
Net cost of Department	\$ 176,140

Public Services - Stormwater 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

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

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

Objectives

Provide oversight and manage storm drainage projects:

- South Drive and East/Oakwood Drive Improvement

Continue inspections of 33% of storm drain system and perform maintenance as needed using the Jet-Vac truck.

Increase public education and awareness of water quality using City social media resources.

FY 2022-23 Accomplishments

Kicked-off stormwater drainage improvement project along South Royal Poinciana Blvd to be completed by end of August 2023.

Participated in planning of various stormwater projects:

- Replacement of Hook Square pump house
- Improvement of drainage along Oakwood Drive
- Replacement of storm drains along South Drive

Published monthly articles increasing education of water quality improvements using social media and booth at River Cities Festival.

Trained Public Works, Parks and Recreation, Building and Code Compliance departments employees following NPDES annual requirements.

FY 2023-24 Budget Highlights

- Proposed budget is \$131,184 or 21.8% less than FY 22-23.

- Budget Summary:

Budgeted Revenues	\$427,000 (Stormwater fees)
Budgeted Expenditures	\$470,236
Net cost of Department	\$ 43,236

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.

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 2022-23 Accomplishments

Repaired and replaced over 102,000 square feet of sidewalks providing for improved connectivity and walkability.

Improved and increased ADA parking in areas where needed.

Lenape Road Restoration included milling, paving and striping from Westward Drive through to South Melrose Drive. This improved road conditions along a heavily used road by residents and neighboring community.

FY 2023-24 Budget Highlights

- Proposed budget is \$27,314 or 3.06% higher than FY 22-23.
- Budget includes funding for alley maintenance, new sidewalks citywide, milling and paving various roads citywide, and the cost of the City's shuttle bus.
- Budget Summary:

Budgeted Revenues	\$928,196 (CITT and other funding)
Budgeted Expenditures	\$919,373
Net surplus	\$ 8,823

CITY OF MIAMI SPRINGS
PUBLIC WORKS BUDGET
FISCAL YEAR ENDING 9/30/24

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY21-22 ACTUALS	FY22-23 AMENDED BUDGET	FY23-24 Departmental Request	Dollar Increase (decrease)	
ADMINISTRATION DIVISION						
001-5401-541.12-00	REGULAR SALARIES	264,271	315,966	348,493	32,527	
001-5401-541.14-00	OVERTIME	1,330	1,500	-	(1,500)	
001-5401-541.21-00	FEDERAL PAYROLL TAXES	20,606	24,286	26,660	2,374	
001-5401-541.22-01	GENERAL EMPLOYEES PENSION	28,708	29,577	32,343	2,766	
001-5401-541.23-01	POS. EMPLOYEE ONLY	33,684	41,058	55,941	14,883	
001-5401-541.23-04	HMO, EMPLOYEE ONLY	-	-	-	-	
001-5401-541.23-07	LIFE/AD&D	1,247	1,462	1,615	153	
001-5401-541.23-08	DENTAL - OHS - EMPLOYEE	576	644	1,403	759	
001-5401-541.23-09	VSP - VISION - EMPLOYEE	198	222	328	106	
001-5401-541.23-10	DENTAL - OHS - DUAL	-	-	-	-	
001-5401-541.23-11	DENTAL - OHS - FAMILY	-	-	-	-	
001-5401-541.23-12	VSP - VISION - FAMILY	-	-	-	-	
001-5401-541.23-19	HMO - EMPLOYEE + CHILDREN	-	-	-	-	
001-5401-541.24-00	TOTAL MEDICAL INSURANCE	35,705	43,386	59,288	15,902	
001-5401-541.25-00	WORKER'S COMPENSATION	1,707	2,528	2,788	260	
001-5401-541.25-00	UNEMPLOYMENT COMPENSATION	-	-	-	-	
001-5401-541.40-00	TRAVEL AND PER DIEM	4,550	4,200	4,200	-	
001-5401-541.41-01	TELEPHONE	1,300	1,050	1,300	250	
001-5401-541.41-02	CELLULAR TELEPHONE	-	2,300	2,300	-	
001-5401-541.41-03	POSTAGE	878	800	800	-	
001-5401-541.41-04	UPS/FEDEX	39	50	50	-	
001-5401-541.41-06	INTERNET ACCESS	3,277	3,000	3,000	-	
001-5401-541.43-01	ELECTRICITY	8,622	7,000	10,000	3,000	
001-5401-541.43-02	WATER	1,346	1,000	2,000	1,000	
001-5401-541.44-00	RENTALS AND LEASES	731	1,000	1,000	-	
001-5401-541.45-10	FLEET MAINTENANCE	1,625	2,500	2,500	-	
001-5401-541.45-30	LIABILITY INSURANCES	26,516	31,588	35,794	4,206	
001-5401-541.46-00	REPAIRS AND MAINTENANCE	960	500	500	-	
001-5401-541.47-00	PRINTING AND BINDING	-	100	100	-	
001-5401-541.51-00	OFFICE SUPPLIES	3,007	3,000	2,500	(500)	
001-5401-541.52-00	OPERATING SUPPLIES	7,335	6,000	6,000	-	
001-5401-541.52-02	FUEL, OILS, LUBRICANTS	1,649	1,800	1,800	-	
001-5401-541.52-07	TIRES	117	200	200	-	
001-5401-541.54-00	DUES, MEMBERSHIPS, SUBS	205	300	300	-	
001-5401-541.58-00	EDUCATION AND TRAINING	875	2,000	1,000	(1,000)	
001-5401-541.64-00	MACHINERY AND EQUIPMENT	-	-	-	-	
Total Administration				415,359	485,631	59,285

CITY OF MIAMI SPRINGS
PUBLIC WORKS BUDGET
FISCAL YEAR ENDING 9/30/24

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY21-22 ACTUALS	FY22-23 AMENDED BUDGET	FY23-24 Departmental Request	Dollar Increase (decrease)
STREETS DIVISION					
001-5402-541.12-00	REGULAR SALARIES	139,594	85,470	88,818	3,348
001-5402-541.14-00	OVERTIME	2,953	2,000	-	(2,000)
001-5402-541.21-00	FEDERAL PAYROLL TAXES	10,103	6,691	6,795	104
001-5402-541.22-01	GENERAL	14,848	8,001	8,243	242
001-5402-541.23-01	POS. EMPLOYEE ONLY	37,410	20,529	22,376	1,847
001-5402-541.23-04	HMO, EMPLOYEE ONLY	-	-	-	-
001-5402-541.23-07	LIFE/AD&D	659	392	407	15
001-5402-541.23-08	DENTAL - OHS - EMPLOYEE	822	322	322	(0)
001-5402-541.23-09	VSP - VISION - EMPLOYEE	212	111	111	(0)
	TOTAL MEDICAL INSURANCE	39,103	21,354	23,217	1,863
001-5402-541.24-00	WORKER'S COMPENSATION	2,749	1,282	1,332	50
001-5402-541.34-00	CONTRACTUAL SERVICES	50,440	50,000	50,000	-
001-5402-541.43-01	ELECTRICITY	158,272	150,000	170,000	20,000
001-5402-541.45-10	FLEET MAINTENANCE	15,939	15,000	15,000	-
001-5402-541.45-30	LIABILITY INSURANCES	2,658	2,177	2,017	(160)
001-5402-541.46-00	REPAIRS AND MAINTENANCE	16,846	15,000	10,000	(5,000)
001-5402-541.52-00	OPERATING SUPPLIES	12,942	15,000	10,000	(5,000)
001-5402-541.52-02	FUEL OILS, LUBRICANTS	10,520	5,000	5,000	-
001-5402-541.52-07	TIRES	2,575	2,000	2,000	-
001-5402-541.55-00	INVENTORY OVER/SHORT	8,810	-	-	-
001-5402-541.63-00	IMPROVEMENTS O/T BUILDING	-	-	-	-
	Total Streets	488,352	378,975	392,421	13,446

CITY OF MIAMI SPRINGS
PUBLIC WORKS BUDGET
FISCAL YEAR ENDING 9/30/24

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY21-22 ACTUALS	FY22-23 AMENDED BUDGET	FY23-24 Departmental Request	Dollar Increase (decrease)
PUBLIC PROPERTIES DIVISION					
001-5404-541.12-00	REGULAR SALARIES	262,924	390,014	405,139	16,125
001-5404-541.14-00	OVERTIME	2,275	3,500	2,500	(1,000)
001-5404-541.21-00	FEDERAL PAYROLL TAXES	20,045	30,104	31,261	1,157
001-5404-541.22-01	GENERAL	27,881	36,509	37,693	1,184
001-5404-541.23-02	POS. EMPLOYEE +1	66,183	120,207	153,393	33,186
001-5404-541.23-03	POS. FAMILY	-	-	-	-
001-5404-541.23-04	HMO, EMPLOYEE ONLY	-	-	-	-
001-5404-541.23-05	HMO, EMPLOYEE +1	-	-	-	-
001-5404-541.23-07	LIFE/AD&D	1,060	1,825	1,893	68
001-5404-541.23-08	DENTAL - OHS - EMPLOYEE	1,275	2,492	2,144	(348)
001-5404-541.23-09	VSP - VISION - EMPLOYEE	384	661	661	(0)
001-5404-541.23-10	DENTAL - OHS - DUAL	-	-	-	-
001-5404-541.23-11	DENTAL - OHS - FAMILY	-	-	-	-
001-5404-541.23-12	VSP - VISION - FAMILY	-	-	-	-
	TOTAL MEDICAL INSURANCE	68,902	125,185	158,091	32,906
001-5404-541.24-00	WORKER'S COMPENSATION	8,399	5,850	6,092	242
001-5404-541.25-00	UNEMPLOYMENT COMPENSATION	42	-	-	-
001-5404-541.31-00	PROFESSIONAL SERVICES	-	-	-	-
001-5404-541.31-01	LEGAL	-	-	-	-
001-5404-541.34-00	OTHER CONTRACTUAL SERVICE	75,456	110,000	110,000	-
001-5404-541.34-09	OTHER	-	-	-	-
001-5404-541.41-01	TELEPHONE	5,938	3,000	3,000	-
001-5404-541.41-02	CELLULAR TELEPHONE	5,065	400	3,500	3,100
001-5404-541.41-04	COURIER,UPS,FEDX-OVERNGT	-	-	-	-
001-5404-541.43-01	ELECTRICITY	50,835	36,000	50,000	14,000
001-5404-541.43-02	WATER	52,337	34,000	50,000	16,000
001-5404-541.43-04	STORMWATER	-	-	-	-
001-5404-541.44-00	RENTALS AND LEASES	-	-	-	-
001-5404-541.45-10	FLEET MAINTENANCE	28,720	25,000	25,000	-
001-5404-541.45-30	LIABILITY INSURANCES	67,978	77,950	291,456	213,506
001-5404-541.46-00	REPAIRS AND MAINTENANCE	9,994	6,700	6,700	-
001-5404-541.52-00	OPERATING SUPPLIES	26,510	25,000	25,000	-
001-5404-541.52-02	FUEL, OIL,S, LUBRICANTS	9,579	6,000	6,000	-
001-5404-541.52-07	TIRES	1,999	2,000	2,000	-
001-5404-541.54-00	DUES AND SUBSCRIPTIONS	-	-	-	-
001-5404-541.91-12	TRANSFER TO DEBT SERVICE FUND	5,279	5,279	5,279	(0)
001-5404-541.64-00	MACHINERY AND EQUIPMENT	-	-	-	-
001-5404-541.63-00	IMPROVEMENTS O/T BUILDING	1,923	5,800	-	(5,800)
	Total Public properties	732,181	928,291	1,219,711	291,420

CITY OF MIAMI SPRINGS
PUBLIC WORKS BUDGET
FISCAL YEAR ENDING 9/30/24

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY21-22 ACTUALS	FY22-23 AMENDED BUDGET	FY23-24 Departmental Request	Dollar Increase (decrease)
BUILDING MAINTENANCE DIVISION					
001-5405-541.12-00	REGULAR SALARIES	89,912	92,790	96,481	3,691
001-5405-541.14-00	OVERTIME	604	3,000	-	(3,000)
001-5405-541.21-00	FEDERAL PAYROLL TAXES	6,852	7,328	7,381	53
001-5405-541.22-01	GENERAL	9,641	8,686	8,954	268
001-5405-541.23-04	HMO - EMPLOYEE ONLY	18,834	20,529	22,376	1,847
001-5405-541.23-07	LIFE/AD&D	443	432	449	17
001-5405-541.23-08	DENTAL - OHS - EMPLOYEE	365	365	365	(0)
001-5405-541.23-09	VSP - VISION - EMPLOYEE	161	162	162	(0)
	TOTAL MEDICAL INSURANCE	19,803	21,488	23,352	1,864
001-5405-541.24-00	WORKER'S COMPENSATION	2,023	1,392	1,447	55
001-5405-541.34-00	OTHER CONTRACTUAL SERVICE	73,156	84,000	84,000	-
001-5405-541.41-02	CELLULAR TELEPHONE	-	1,050	1,050	-
001-5405-541.43-02	WATER/GAS	361	350	350	-
001-5405-541.45-10	FLEET MAINTENANCE	596	1,200	1,200	-
001-5405-541.45-30	LIABILITY INSURANCES	1,949	2,364	2,191	(173)
001-5405-541.46-00	REPAIRS AND MAINTENANCE	161,878	140,000	177,000	37,000
001-5405-541.52-00	OPERATING SUPPLIES	2,932	5,000	5,000	-
001-5405-541.52-02	FUEL, OILS, LUBRICANTS	2,179	2,000	2,000	-
001-5405-541.52-07	TIRES	-	500	50	(450)
001-5405-541.91-12	TRANSFER TO DEBT SERVICE FUND	47,932	47,932	47,932	0
	Total Bldg Maintenance	419,818	419,080	458,368	39,308

CITY OF MIAMI SPRINGS
PUBLIC WORKS BUDGET
FISCAL YEAR ENDING 9/30/24

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT DESCRIPTION</u>	<u>FY21-22 ACTUALS</u>	<u>FY22-23 AMENDED BUDGET</u>	<u>FY23-24 Departmental Request</u>	<u>Dollar Increase (decrease)</u>
FLEET DIVISION					
001-5407-541.34-00	OTHER CONTRACTUAL SERVICE	63,195	30,000	32,000	2,000
001-5407-541.41-02	CELLULAR TELEPHONE	-	-	-	-
001-5407-541.45-10	FLEET MAINTENANCE	25,129	1,500	1,500	-
001-5407-541.45-30	LIABILITY INSURANCES	3,512	-	-	-
001-5407-541.52-00	OPERATING SUPPLIES	5,209	7,500	12,500	5,000
001-5407-541.52-02	FUEL, OILS, LUBRICANTS	356	1,000	1,000	-
001-5407-541.52-07	TIRES	-	500	500	-
001-5407-541.54-10	VEH REGISTRATION & TAG	-	-	-	-
001-5407-541.64-00	MACHINERY AND EQUIPMENT	-	-	-	-
Total Fleet		97,401	40,500	47,500	7,000

Basis for FY 2023-24 Salary Projections

Base Salary for each position:
Adjustment includes:

0.0%

Max Annual merit increase for position
Cost of living Adjustment
CPI for all urbans (Apr to Apr)
Estimate used for COLA Projection

0.00%

4.00% to be effective on 10-01-2023

City of Miami Springs													
Department: Public Works - Administration													
Position (paygrade)	Employee Name	FT	PT	Amended Budget	Qty	Fav (Unf)	Current Salary As of 3/31/23	Promotional Increases	COLA Increase	4% COLA Increase	Retirement Payout	Longevity	FY23-24 Total Pay
Administrative Assistant II	Rachel Buckner	FT		1	1	-	\$40,511	\$0	\$1,620	\$1,620	\$0	\$0	\$42,131
PW Clerk	Ingrid Heider	FT		1	1	-	\$35,930		\$1,437	\$1,437	\$0	\$0	\$37,367
Management Clerk	Christian Perez	FT		1	1	-	\$44,384		\$1,775	\$1,775	\$0	\$0	\$46,159
Public Works Director-PG49	L Garaboa	FT		1	1	-	\$95,300	\$0	\$3,812	\$3,812	\$0	\$1,750	\$100,862
Materials Management Clerk -PG15	A Perez	FT		1	1	-	\$48,199		\$1,928	\$1,928	\$0	\$1,750	\$51,877
Asst Public Works Director	Lizette Fuentes	FT		1.0	1.0	-	\$67,400	\$0	\$2,696	\$2,696	\$0	\$0	\$70,096
Total projections				6.00	6.00	0	\$331,724	\$0	\$13,269	\$13,269	\$0	\$3,500	\$348,493

City of Miami Springs													
Department: Public Works - Streets, Streetlights & Sidewalks													
Position (paygrade)	Employee Name	FT	PT	Amended Budget	Qty	Fav (Unf)	Current Salary As of 3/31/23	Promotional Increases	COLA Increase	4% COLA Increase	Retirement Payout	Longevity	FY23-24 Total Pay
Maintenance Worker I-PG8	Wilmer Martinez	FT		1	1	-	\$36,358		\$1,454	\$1,454	\$0	\$0	\$37,812
Maintenance Worker II	D Olivias	FT		1	1	-	\$47,361		\$1,894	\$1,894	\$0	\$1,750	\$51,005
Maintenance Worker I-PG8		FT		-	-	-	\$0		\$0	\$0	\$0	\$0	\$0
Total projections				2.00	2.00	0	\$83,719	\$0	\$3,349	\$3,349	\$0	\$1,750	\$88,818

City of Miami Springs

Department: Public Works - Public Properties

Position (paygrade)	Employee Name	FT	Amended Budget	Qty	Fav (Unf)	Current Salary As of 3/31/23	Promotional Increases	4% COLA Increase	Retirement Payout	Longevity	FY23-24 Total Pay
Public properties Supervisor	Jorge Romeo	FT	1	1	-	\$54,596		\$2,184		\$1,750	\$58,530
Maintenance Worker I-PG8	Dwayne Cooley	FT	1	1	-	\$33,424		\$1,337		\$0	\$34,761
Maintenance Worker I-PG8	Alex Cuevas	FT	1	1	-	\$33,424		\$1,337		\$0	\$34,761
Maintenance Worker I-PG8	Robert Martin	FT	1	1	-	\$33,424		\$1,337		\$0	\$34,761
Maintenance Worker I-PG8	Charles Alvarez	FT	1	1	-	\$33,424		\$1,337		\$0	\$34,761
Maintenance Worker I-PG8	Clarence Dotson	FT	1	1	-	\$33,424		\$1,337		\$0	\$34,761
Maintenance Worker I-PG8	M Duenas	FT	1	1	-	\$33,424		\$1,337		\$0	\$34,761
Maintenance Worker I-PG8	Vacant	FT	1	1	-	\$33,424		\$1,337		\$0	\$34,761
Maintenance Worker I-PG8	Kenny Gonzalez	FT	1	1	-	\$33,424		\$1,337		\$0	\$34,761
Maintenance Worker I-PG8	vacant	FT	1	1	-	\$33,424		\$1,337		\$0	\$34,761
Total projections			11.0	11.0	-	\$388,836	\$0	\$15,553		\$1,750	\$406,139

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City of Miami Springs

Department: Public Works - Building Maintenance

Position (paygrade)	Employee Name	FT	Amended Budget	Qty	Fav (Unf)	Current Salary As of 3/31/23	Promotional Increases	4% COLA Increase	Retirement Payout	Longevity	FY23-24 Total Pay
Building Maintenance Specialist II-PG22	A Urbaez	FT	1	1	-	\$53,726		\$2,149		\$500	\$56,375
Building Maintenance TECH	Ervin Rivas	FT	1	1	-	\$38,563	\$0	\$1,543		\$0	\$40,106
Total projections			2	2	0	\$92,289	\$0	\$3,692		\$500	\$96,481

City of Miami Springs

Department: Public Works - Sanitation Operations

Position (paygrade)	Employee Name	FT	Amended Budget	Qty	Fav (Unf)	Current Salary As of 3/31/23	Promotional Increases	COLA Increase	4% Increase	Retirement Payout	Longevity	FY23-24 Total Pay
Sanitation Foreman PG24	T Cummings	FT	1	1	-	\$66,619			\$2,665		\$1,750	\$71,034
Automated Equipment Operator-PG19	S Griffin	FT	1	1	-	\$60,207			\$2,408		\$1,750	\$64,365
Heavy Equip Operator	J Crumpler	FT	1	1	-	\$46,223			\$1,849		\$500	\$48,572
Refuse Truck Driver-PG13	Clarence Dotson	FT	1	1	-	\$37,960			\$1,518	\$0	\$0	\$39,478
Automated Equipment Operator-PG19	C Sanchez	FT	1	1	-	\$60,207			\$2,408	\$0	\$1,750	\$64,365
Refuse Collector-PG10	R Fuentes	FT	1	1	-	\$35,095			\$1,404		\$0	\$36,499
Refuse Truck Driver-PG13	Jonathan Morera	FT	1	1	-	\$36,147			\$1,446	\$0	\$0	\$37,593
Refuse Truck Driver-PG13	Juan Ramos	FT	1	1	-	\$39,099			\$1,564		\$0	\$40,663
Refuse Collector-PG10	C Matilla	FT	1	1	-	\$36,699			\$1,468		\$500	\$38,667
Heavy Equip Operator	R Hernandez	FT	1	1	-	\$36,147			\$1,446		\$0	\$37,593
Refuse Truck Driver-PG13	Denise Rivera	FT	1	1	-	\$44,995			\$1,800		\$500	\$47,295
Refuse Collector-PG10		FT	-	0	-	\$0			\$0		\$0	\$0
Refuse Collector-PG10		FT	-	0	-	\$0			\$0		\$0	\$0
Total projections			11	11	0	\$499,398	\$0	\$19,976			\$6,750	\$526,124

City of Miami Springs

Department: Public Works - Storm water Operations

Position (paygrade)	Employee Name	FT	Amended Budget	Qty	Fav (Unf)	Current Salary As of 3/31/23	Promotional Increases	COLA Increase	4% Increase	Retirement Payout	Longevity	FY23-24 Total Pay
Heavy Equip Operator	vacant	FT	1	1	-	\$36,358			\$1,454		\$500	\$37,812
Maintenance Worker I-PG8	C Johnson	FT	1	1	-	\$43,156			\$1,726		\$0	\$45,382
Total projections			2	2	0	\$79,514	\$0	\$3,181			\$500	\$83,195

City of Miami Springs

Department: Road & Transportation

Position (paygrade)	Employee Name	FT PT	Amended Budget	Qty	Fav (Unf)	Current Salary As of 3/31/23	Promotional Increases	4% COLA Increase	Retirement Payout	Longevity	FY23-24 Total Pay
Streets Foreman	Robert Gonzalez	FT	1	1	-	\$51,767	\$0	\$2,071		\$1,750	\$55,588
Total projections			1	1	0	\$51,767	\$0	\$2,071		\$1,750	\$55,588

Fiscal Year : 2023
 Budget Level : BUDG
 Description : DEPARTMENTAL INPUT

Account #	Description	Budget Amount	Misc. Info
1-5401-541-12-00	REGULAR SALARIES	348,493.00	
1-5401-541-21-00	FEDERAL PAYROLL TAXES	26,660.00	
1-5401-541-22-01	GENERAL	32,343.00	
1-5401-541-23-01	POS. EMPLOYEE ONLY	55,941.00	
1-5401-541-23-07	LIFE/AD&D	1,615.00	
1-5401-541-23-08	DENTAL - OHS - EMPLOYEE	1,403.00	
1-5401-541-23-09	VSP - VISION - EMPLOYEE	1,328.00	
1-5401-541-24-00	WORKER'S COMPENSATION	2,788.00	
1-5401-541-40-00	TRAVEL AND PER DIEM	4,200.00	
00100	VEHICLE ALLOWANCE FOR LAZARO GARABOA	1,300.00	
00100	TELEPHONE	2,300.00	
00100	INTERNET SERVICES FOR TELEPHONE CONNECTION	800.00	
00100	CELLULAR TELEPHONE	50.00	
00100	CELLULAR PHONE SERVICE FOR ADMIN STAFF	3,000.00	
00100	POSTAGE	10,000.00	
00100	POSTAGE FOR MAILINGS & RETURN PACKAGES	2,000.00	
00100	COURIER, UPS, FEDX - OVERNGT	1,000.00	
00100	INTERNET ACCESS	2,500.00	
00100	INTERNET ACCESS FOR FISCAL YEAR	1,000.00	
00100	ELECTRICITY	2,000.00	
00100	ELECTRIC SERVICE FOR PUBLIC WORKS FACILITY	1,000.00	
00100	WATER	1,000.00	
00100	WATER SERVICE FOR PUBLIC WORKS FACILITY	2,000.00	
00100	RENTALS AND LEASES	1,000.00	
00100	FLEET MAINTENANCE	2,500.00	
00100	TOSHIBA COPIER SERVICE AGREEMENT FOR PUBLIC WORKS	1,000.00	
00100	PUBLIC WORKS ADMIN VEHICLE REPAIR & MAINTENANCE	1,000.00	
00200	ANNUAL FUEL FLUIDSECURE EQPMT SERVICE CONTRACT	1,500.00	
00100	LOCKS AND KEYS FOR PUBLIC WORKS FACILITY	35,794.00	
00100	PRINT SERVICES - DOOR HANGERS, PUBLIC INFORMATION	500.00	
00100	PRINT SERVICES	100.00	
00100	PRINTER CARTRIDGES, COPY PAPER, NOTE PADS, FILE	100.00	
00200	FOLDERS, PENS, PENCILS, PAPER CLIPS, CALENDERS,	2,500.00	
00300	BATTERIES, FIRST AID REFILL KITS	.00	
00100	EMERGENCY MEDICAL SUPPLIES, PETTY CASH, SHOES &	6,000.00	
00200	UNIFORMS FOR OFFICE STAFF, HAND SANITIZER, TOWELS	.00	
00300	ANNUAL FUEL STORAGE PERMIT FEES, ANNUAL ELEVATOR	.00	
00400	CONTRACT CITY HALL, ANNUAL FIRE EXTINGUISHER	.00	
00500	SERVICE PER MIAMI DADE FIRE PREVENTION	.00	
00600	\$2000 FOR DOGGIE BAG STATIONS	.00	
00100	FUEL, OILS, LUBRICANTS	1,800.00	
00100	FUEL AND OIL FOR ADMIN VEHICLES PUBLIC WORKS	1,800.00	
00100	TIRES	200.00	
00100	TIRES FOR ADMIN VEHICLES PUBLIC WORKS	300.00	
00100	DUES, MEMBERSHIPS, SUBS		

Fiscal Year : : 2023
Budget Level : : BUDG
Description : : DEPARTMENTAL INPUT
Account # Description

Account #	Description	Budget Amount	Misc. Info
00100	MISC LICENSE AND NOTARY SERVICE RENEWAL FOR	300.00	
00200	ADMIN STAFF PUBLIC WORKS	.00	
00100	CERTIFICATIONS/LICENSES FOR ADMIN STAFF	1,000.00	

1-5401-541-58-00 EDUCATION AND TRAINING

Fiscal Year : : 2023
 Budget Level : : BUDG
 Description : : DEPARTMENTAL INPUT

Account #	Description	Budget Amount	Misc. Info
1-5402-541-12-00	REGULAR SALARIES	88,818.00	
1-5402-541-21-00	FEDERAL PAYROLL TAXES	6,795.00	
1-5402-541-22-01	GENERAL	8,243.00	
1-5402-541-23-01	POS, EMPLOYEE ONLY	22,376.00	
1-5402-541-23-01	LIFE/AD&D	407.00	
1-5402-541-23-07	DENTAL - OHS - EMPLOYEE	322.00	
1-5402-541-23-08	VSP - VISION - EMPLOYEE	111.00	
1-5402-541-23-09	WORKER'S COMPENSATION	1,332.00	
1-5402-541-24-00	OTHER CONTRACTUAL SERVICE	50,000.00	
1-5402-541-34-00			
00100	CITY WIDE STREET TREE PLANTING	170,000.00	
00100	CITY WIDE STREET AND ALLEY LIGHTING	15,000.00	
00100	REPAIR & MAINTENANCE FOR ALL STREETS RELATED	15,000.00	
00200	EQUIPMENT, BACK HOE, SKID STEER, COMPACTORS, ROOT		
00300	CUTTER, AIR COMPRESSORS, ROLLER, PRESSURE WASHER		
		2,017.00	
00100	ELECTRICAL REPAIRS CITY WIDE STREET LIGHTING,	10,000.00	
00200	PATHWAY LIGHTING, ELECTRICAL OUTLETS ON CIRCLE		
		10,000.00	
00100	BROOMS, SHOVELS, RAKES, AXES, SPRINKLER PARTS,		
00200	LIGHT BULBS, MOWER BLADES, HOSES, MARKING PAINT,		
00300	CHRISTMAS LIGHTING, PAINT BRUSHES, CONCRETE MIXES,		
00400	GLOVES, SAFETY VESTS, HATS, EAR PLUGS, DUST MASKS,		
00500	UNIFORMS & SHOES, SAFETY GLASSES, SIGNS, CAUTION		
00600	TAPE, SUNSHINE ONE CALL TICKETS, PAPER TOWELS,		
00700	GATORADE, FUSES AND OTHER MISC SUPPLIES NEEDED		
		5,000.00	
00100	FUEL AND OIL FOR STREET EQUIPMENT	5,000.00	
		2,000.00	
00100	TIRES FOR STREET DEPARTMENT EQUIPMENT	2,000.00	

Fiscal Year : 2023
 Budget Level : BUDG
 Description : DEPARTMENTAL INPUT

Account #	Description	Budget Amount	Misc. Info
1-5404-541-12-00	REGULAR SALARIES	406,139.00	
1-5404-541-14-00	OVERTIME	2,500.00	
00100	ON CALL/ AFTER HOUR STAFF FOR EMERGENCY AND	2,500.00	
00200	MISC OVERTIME FOR SCHEDULED EVENTS		
	31,261.00		
	37,693.00		
	153,393.00		
	1,893.00		
	2,144.00		
	661.00		
	6,092.00		
00100	CITY WIDE STREET TREE TRIMMING & REMOVAL	110,000.00	
00200	LANDSCAPE MAINTENANCE VIRGINIA GARDENS ISLANDS,		
00300	ARBORIST SERVICES, BLACK OLIVE TREATMENT PROGRAM		
	3,000.00		
00100	TELECOMMUNICATIONS COSTS	3,000.00	
	3,500.00		
00100	CELLULAR PHONE SERVICE FOR PUBLIC PROPERTIES	400.00	
00200	FOREMAN		
	50,000.00		
00100	ELECTRICAL UTILITIES FOR ALL PUBLIC OUTDOOR SPACES	50,000.00	
	50,000.00		
00100	WATER SERVICE FOR ALL PUBLIC OUTDOOR SPACES	50,000.00	
	25,000.00		
00100	REPAIR & MAINTENANCE OF VEHICLES IN DIVISION,	25,000.00	
00200	OILS, FILTERS, BLADES FOR MOWERS, CHIPPER,		
00300	STUMP GRINDER, & SOD CUTTER, SAW CHAINS,		
00400	WEED EATER, EDGERS, TRIMMER SHARPENING,		
00500	BLOWERS, LEAF VACUUM MULCHER		
	291,456.00		
	6,700.00		
	25,000.00		
00100	OPERATING SUPPLIES FOR ALL OUTDOOR REPAIR &	25,000.00	
00200	MAINTENANCE SUPPLIES AND SERVICES CITY WIDE		
00300	EXAMPLE: GRABITI, PUBLIC PROPERTY SIGNS DAMAGED,		
00400	VANDALISM- GAZEBO		
	6,000.00		
00100	FUEL AND OILS FOR ALL PUBLIC PROPERTIES	6,000.00	
00200	VEHICLES AND EQUIPMENT		
	2,000.00		
00100	TIRES FOR PUBLIC PROPERTIES VEHICLES AND	2,000.00	
00200	MOWERS		
	5,279.00		

Account #	Description	Budget Amount	Misc. Info
1-5405-541-12-00	REGULAR SALARIES	96,481.00	
1-5405-541-21-00	FEDERAL PAYROLL TAXES	7,381.00	
1-5405-541-22-01	GENERAL	8,954.00	
1-5405-541-23-04	HMO, EMPLOYEE ONLY	22,376.00	
1-5405-541-23-07	LIFE/AD&D	449.00	
1-5405-541-23-08	DENTAL OHS - EMPLOYEE	365.00	
1-5405-541-23-09	VSP - VISION - EMPLOYEE	162.00	
1-5405-541-23-09	WORKER'S COMPENSATION	1,447.00	
1-5405-541-24-00	OTHER CONTRACTUAL SERVICE	84,000.00	
00100	CITY WIDE JANITORIAL SERVICES		
00200	CITY WIDE PEST CONTROL SERVICES		
00300	CARPET MATS CITY HALL POLICE DEPT & PUBLIC WORKS		
00400	ANNUAL FIRE EXTINGUISHER CITY WIDE PER M.D. FIRE		
00500	A/C, ELEVATOR, FIRE ALARM MAINTENANCE CONTRACT		
00600	CITY HALL		
00100	CELLULAR TELEPHONE	1,050.00	
00200	STAFF	350.00	
00100	WATER	1,200.00	
00100	WATER SERVICES FEE	350.00	
00100	FLEET MAINTENANCE	1,200.00	
00100	REPAIR & MAINTENANCE OF BUILDING MAINTENANCE VEHICLE		
00100	LIABILITY INSURANCES	177,000.00	
00200	REPAIRS AND MAINTENANCE		
00300	FUNDING FOR ALL OUTSIDE CONTRACTED SERVICES TO CITY OWNED BUILDINGS FOR MAINTENANCE OR REPAIRS		
00300	FUNDING FOR CITY OWNED BUILDINGS FOR IN-HOUSE MAINTENANCE OR REPAIRS		
00400	OPERATING SUPPLIES	5,000.00	
00100	FUEL, OILS, LUBRICANTS		
00200	SMALL TOOLS, A/C FILTERS, WATER FILTERS, LUMBER, PAINT, PAINT BRUSHES, PAINT ROLLERS, BROOMS, LOCKS		
00300	CEMENT, ROOF MATERIALS, PLUMBING SUPPLIES		
00400	ELECTRICAL SUPPLIES, BACK BELTS, DRILL BITS, GLOVE		
00500	DUCT TAPE, CAUTION TAPE, LIGHTING BULBS, SAW BLADE		
00600	AND OTHER, REPAIR & MAINTENANCE SUPPLIES		
00700	MIAMI DADE COUNTY LIFE SAFETY PERMIT FEES		
00100	FUEL AND OIL FOR BUILDING MAINTENANCE VEHICLE	2,000.00	
00100	TIRES	50.00	
00100	TRES FOR BUILDING MAINTENANCE VEHICLE	50.00	
1-5405-541-91-12	TRF TO DEBT SERVICE	47,932.00	

Account #	Description	Budget Amount	Misc. Info
1-5407-541-34-00	OTHER CONTRACTUAL SERVICE	32,000.00	
1-5407-541-45-10	FLEET MAINTENANCE	1,500.00	
1-5407-541-52-00	OPERATING SUPPLIES		
* DEPARTMENTAL INPUT Description			
00100	CITY WIDE JANITORIAL SERVICES		32,000.00
00100	REPAIR & MAINTENANCE FOR FLEET VEHICLE		1,500.00
00100	MIAMI DADE COUNTY FUEL OPERATIONS PERMIT FEES,		12,500.00
00200	GREASE, BRAKE & CARB CLEANERS, STARTING FLUID,		.00
00300	TIRE VALVES & WEIGHTS, HYDRAULIC HOSE'S & FITTINGS		.00
00400	GRANULAR OIL ABSORBANT, PAPER TOWELS, GLOVES,		.00
00500	HOSE CLAMPS, GASKETS, FREON, GRINDER DISKS,		.00
00600	SMALL TOOLS, BATTERIES & TERMINALS,		.00
00700	FUEL PUMPS & FILTERS,		.00
00800	ANNUAL VEEDER ROOT FUEL SYSTEM MONITORING & FEE		.00
00900	INDUSTRIAL WASTE OPERATING PERMIT FEES		.00
00100	FUEL AND OIL FOR FLEET MAINTENANCE VEHICLE		1,000.00
00100	TIRES FOR FLEET MAINTENANCE TRUCK		500.00
* Total accounts for this Budget Level			87

SECTION 14

PARKS & 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 our Special Events 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 15%
- Enhance our Summer Camp and After School Programs
- Enhance our Athletic Programs (Basketball and Flag Football)

Parks and Recreation - Administration

FY 2022-23 Accomplishments

- Implemented another Youth Basketball League in the Summer
- Repainted the Inside of the Community Center
- Renovated the Office cabinets at the Community Center
- Summer Camp Registration up 10%
- Implemented a new Basketball Teen League
- Participated and Hosted County -Wide Basketball Tournament
- Implemented Golf Cart Movie Night
- New Playground at Ragan Park
- Added New Water Fountains to the Community Center

FY 2023-24 Budget Highlights

- The total Recreation budget for FY 23-24 is \$3,081,942 which is \$1,143 or higher than the FY 22-23 budget.
- Proposed Administration budget is \$136,499 or 7.1% lower than FY 22-23.
- Budget includes the increase in the State's minimum wage to \$12 per hour for all part time staff as well as an increase in health insurance costs, and increase due to the 4% COLA for staff.
- Additional increases in costs for electricity, water, and promotions.

- Budget Summary:

Budgeted Revenues	\$ 332,300
Budgeted Expenditures	\$1,882,664
Net cost of Department	<u>\$1,550,364</u>

- The Pelican Playhouse will receive a subsidy of \$31,400 for FY 23-24 same as provided in FY 22-23.

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 provide our residents and patrons with a safe environment to learn to swim, Aquatic Leisure and to also have a Family Fun Experience.

Objectives

- Offer additional family-oriented activities during “open swim” sessions.
- Offer Learn to Swim Program
- Offer Water Safety Classes to the Community
- Host Events quarterly at the Aquatic Center
- Offer fitness water classes for our pool patrons

FY 2022-23 Accomplishments

- Implemented a new Movie Night Event
- Implemented at Safety Event for Residents

FY 2023-24 Budget Highlights

- Proposed pool budget is \$46,518 or 6.8% higher than the FY 22-23.
- Budget includes the increase in the State’s minimum wage to \$12 per hour for all part time staff as well as an increase in health insurance costs, and increase due to the 4% COLA for staff.
- Additional increases in costs for electricity, water, and chemicals.
- Budget Summary:

Budgeted Revenues	\$153,000
Budgeted Expenditures	\$732,508
Net cost of Department	<u>\$579,508</u>

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 for all residents of the City of Miami Springs to enjoy and have Leisure/Recreation activities.

Objectives

- To supervise Match Point Tennis to assure that a variety of programs for both youth and adults, on a social and competitive level, are being offered.
- Assist Match Point Tennis with promoting their youth and adult programs to residents, local hotels and businesses.

FY 2022-23 Accomplishments

- Continue to Host District and Regional High School Tournaments
- Implemented a Pickle Ball Program (Clinics and Open Play)
- Added (4) new Pickle Ball Courts
- Implemented WIFI to better provide a pay system for Patrons
- Added (1) Shade Canopy Bench to the Facility
- Fence Repairs and Renovations Complete

FY 2023-24 Budget Highlights

- Proposed tennis budget has an increase of \$151 which is less than 1% than FY 22-23.
- Budget includes \$20,000 for the resurfacing of two tennis courts.
- Budget Summary:

Budgeted Revenues	\$	-0-
Budgeted Expenditures	\$	53,550
Net cost of Department	\$	53,550

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 and enhance 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
- Laser Grade all Ball Fields as needed
- Have our Maintenance Supervisor trained in all aspects regarding field maintenance, etc. (Trained, Certified and Licensed)

FY 2022-23 Accomplishments

- Laser Grad and add clay to both fields at Prince
- Added Shade Canopies to Prince Baseball Fields
- Re-Sod Stafford Park Goalie Areas
- Upgrade Irrigation at Stafford Park
- Batting Cages at Prince and Stafford

FY 2023-24 Budget Highlights

- Proposed budget has an increase of \$620 which is less than 1% than FY 22-23.
- Budget includes \$25,000 for laser-grading parks.
- Budget Summary:

Budgeted Revenues	\$ -0-
Budgeted Expenditures	<u>\$413,221</u>
Net cost of Department	<u>\$413,221</u>

**CITY OF MIAMI SPRINGS
RECREATION REVENUE BUDGET
FY2023-24**

Line Item Revenue	FY 21-22 Actual	FY22-23 BUDGET	FY23-24 Proposed Budget
After School Programs	17,927	45,000	45,000
Shade Area/Umbrella Rental	22,850	12,000	12,000
Swim Lessons	64,297	55,000	55,000
Pool Admissions	96,187	42,000	75,000
Annual Daddy/Daughter Dance	3,440	5,000	5,000
Pelican theatre	4,290	5,000	5,000
Vending Machines	1,559	3,500	3,500
Fireworks-VG	4,000	4,000	4,000
Summer Camp	103,840	120,000	120,000
Summer Camp Activity Fee	19,600	30,000	30,000
Aquatic Multipurpose room rental	20,277	14,000	14,000
Fitness Room Membership	19,696	20,000	20,000
Gym Admission Fees	4,566	2,500	2,500
Recreation Facilities Rentals	17,540	20,000	20,000
Flag Football	17,938	-	10,000
Basketball Fees	20,850	20,000	20,000
Other activities	9,603	13,000	13,000
Pool Rental	10,336	10,000	10,000
Pool Memberships	25,995	20,000	20,000
Jazzercise	1,346	1,300	1,300
TOTALS >>>	\$486,137	\$442,300	\$485,300

CITY OF MIAMI SPRINGS
RECREATION DEPARTMENT BUDGET
FISCAL YEAR ENDING 9/30/24

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY21-22 ACTUALS	FY22-23 AMENDED BUDGET	FY23-24 Departmental Request	Dollar Increase (Decrease)
ADMINISTRATION					
001-5701-572.12-00	REGULAR SALARIES	356,681	357,150	398,436	41,286
001-5701-572.13-00	PART TIME YEAR ROUND	218,887	260,000	260,000	-
001-5701-572.14-00	OVERTIME	30,189	20,000	-	(20,000)
001-5701-572.16-00	SEASONAL EMPLOYEES	86,683	130,000	140,000	10,000
001-5701-572.21-00	FEDERAL PAYROLL TAXES	52,863	58,687	61,080	2,393
001-5701-572.22-01	PENSION COSTS	37,200	33,432	36,978	3,546
001-5701-572.23-01	POS, EMPLOYEE ONLY	-	-	-	-
001-5701-572.23-02	POS, EMPLOYEE +1	57,416	66,926	84,137	17,211
001-5701-572.23-06	HMO, FAMILY	-	-	-	-
001-5701-572.23-07	LIFE/AD&D	1,590	1,657	1,855	198
001-5701-572.23-08	DENTAL - OHS - EMPLOYEE	1,240	1,326	1,500	174
001-5701-572.23-09	VSP - VISION - EMPLOYEE	308	333	388	55
001-5701-572.23-10	DENTAL- OHS - DUAL	-	-	-	-
001-5701-572.23-11	HMO, FAMILY	-	-	-	-
001-5701-572.23-12	HMO, FAMILY	-	-	-	-
001-5701-572.24-00	TOTAL MEDICAL INSURANCE	60,554	70,242	87,881	17,639
001-5701-572.25-00	WORKER'S COMPENSATION	6,905	10,089	10,105	16
001-5701-572.25-00	UNEMPLOYMENT COMPENSATION	-	-	-	-
001-5701-572.31-00	PROFESSIONAL SERVICES	-	1,500	-	(1,500)
001-5701-572.31-00	OTHER CONTRACTUAL SERVICE	69,493	86,163	86,984	821
001-5701-572.34-00	PELICAN PLAYHOUSE COSTS	26,400	31,600	31,400	(200)
001-5701-572.34-18	FOOTBALL REFEREES	4,525	5,000	6,000	1,000
001-5701-572.34-14	SOCCER REFEREES	13,535	14,500	14,500	-
001-5701-572.34-15	BASKETBALL REFEREES	6,070	9,000	10,470	1,470
001-5701-572.34-16	BASEBALL UMPIRES	19,770	22,500	22,500	-
001-5701-572.34-17	PELICAN RENTAL COMMISSION	2,103	4,250	4,250	-
001-5701-572.34-20	TRAVEL AND PER DIEM	4,500	3,600	3,600	-
001-5701-572.40-00	TELEPHONE: BASE & LOCAL	795	700	850	150
001-5701-572.41-01	CELLULAR TELEPHONE	1,285	600	600	-

CITY OF MIAMI SPRINGS
RECREATION DEPARTMENT BUDGET
FISCAL YEAR ENDING 9/30/24

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY21-22 ACTUALS	FY22-23 AMENDED BUDGET	FY23-24 Departmental Request	Dollar Increase (Decrease)	
001-5701-572.41-03	POSTAGE	145	200	200	-	
001-5701-572.41-06	INTERNET ACCESS	10,904	9,058	11,000	1,942	
001-5701-572.43-01	ELECTRICITY	103,898	80,000	104,000	24,000	
001-5701-572.43-02	WATER	41,195	24,000	42,000	18,000	
001-5701-572.43-03	GAS	382	400	400	-	
001-5701-572.44-00	RENTALS AND LEASES	4,854	7,500	5,500	(2,000)	
001-5701-572.45-10	FLEET MAINTENANCE	23,533	8,000	8,000	-	
001-5701-572.45-30	LIABILITY INSURANCE	119,532	130,684	194,956	64,272	
001-5701-572.46-00	REPAIRS AND MAINTENANCE	143,575	61,314	61,601	287	
001-5701-572.47-00	PRINTING AND BINDING	1,256	2,500	3,000	500	
001-5701-572.48-00	PROMOTIONS	73,196	85,500	100,000	14,500	
001-5701-572.48-01	RECREATIONAL ACTIVITIES	20,454	36,000	26,000	(10,000)	
001-5701-572.51-00	OFFICE SUPPLIES	2,179	2,500	2,500	-	
001-5701-572.52-00	OPERATING SUPPLIES	55,372	57,385	57,385	-	
001-5701-572.52-01	BASKETBALL UNIFORMS		6,000	8,000	2,000	
001-5701-572.52-02	FUEL, OILS, LUBRICANTS	3,600	2,000	2,000	-	
001-5701-572.52-03	UNIFORMS	2,066	2,500	3,000	500	
001-5701-572.52-07	TIRES	522	500	500	-	
001-5701-572.52-29	GET FIT SUMMER CAMP		2,000	-	(2,000)	
001-5701-572.52-28	TURKEY TROT/SPRINGS RIVER 5K	4,416	6,000	6,000	-	
001-5701-572.52-21	ANNUAL DADDY DAUGHTER DANCE	6,663	10,000	10,000	-	
001-5701-572.52-22	TEEN CAMP		750	750	-	
001-5701-572.52-23	YOUTH BASKETBALL	4,542	7,000	7,000	-	
001-5701-572.52-24	ADVANCED BASKETBALL		385	385	-	
001-5701-572.52-25	MENS BASKETBALL	765	2,500	2,500	-	
001-5701-572.52-26	WALKING CLUB	-	-	-	-	
001-5701-572.52-60	TEEN BASKETBALL	-	-	1,500	1,500	
001-5701-572.52-64	FLAG FOOTBALL	5,042	-	5,000	5,000	
001-5701-572.54-00	DUES, MEMBERSHIPS, SUBS	348	1,500	1,500	-	
001-5701-572.58-00	EDUCATION AND TRAINING	162	3,000	3,500	500	
001-5701-572.52-61	BASKETBALL SUMMERT CAMP	540	4,000	-	(4,000)	
001-5701-572.63-00	IMPROVEMENTS OJT BLDG	5,615	161,398	-	(161,398)	
001-5701-572.64-00	MACHINERY AND EQUIPMENT	24,564	56,369	-	(56,369)	
001-5701-572.91-12	TRANSFER TO DEBT SERVICE FUND	39,691	38,853	38,853	0	
Total Administration					1,882,664	(46,145)
						-2.39%

CITY OF MIAMI SPRINGS
 RECREATION DEPARTMENT BUDGET
 FISCAL YEAR ENDING 9/30/24

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY21-22 ACTUALS	FY22-23 AMENDED BUDGET	FY23-24 Departmental Request	Dollar Increase (Decrease)
001-5702-572.12-00	REGULAR SALARIES	95,711	97,386	105,701	8,315
001-5702-572.13-00	PART TIME YEAR ROUND	269,851	300,000	340,000	40,000
001-5702-572.14-00	OVERTIME	6,970	10,000	-	(10,000)
001-5702-572.21-00	FEDERAL PAYROLL TAXES	28,131	31,165	34,096	2,931
001-5702-572.22-01	PENSION COSTS	10,162	9,116	9,810	694
001-5702-572.23-01	POS. EMPLOYEE ONLY	23,396	25,502	27,797	2,295
001-5702-572.23-07	LIFE/AD&D	462	456	492	36
001-5702-572.23-08	DENTAL - OHS - EMPLOYEE	161	161	696	535
001-5702-572.23-09	VSP - VISION - EMPLOYEE	111	111	111	(0)
	TOTAL MEDICAL INSURANCE	24,130	26,230	29,096	2,866
001-5702-572.41-06	INTERNET ACCESS	2,431	2,526	2,500	(26)
001-5702-572.24-00	WORKER'S COMPENSATION	3,926	5,961	6,686	725
001-5702-572.34-00	CONTRACTUAL SERVICES	41,203	49,898	44,648	(5,250)
001-5702-572.43-01	ELECTRICITY	22,653	13,804	24,000	10,196
001-5702-572.43-02	WATER	20,261	10,000	20,000	10,000
001-5702-572.43-03	GAS(POOL)	12,620	15,000	15,000	-
001-5702-572.44-00	RENTALS AND LEASES	4,605	4,500	4,500	-
001-5702-572.45-30	LIABILITY INSURANCE	8,079	10,122	10,189	67
001-5702-572.46-00	REPAIRS AND MAINTENANCE	13,543	15,782	15,782	-
001-5702-572.52-00	OPERATING SUPPLIES	8,275	10,500	10,500	-
001-5702-572.52-03	UNIFORMS	3,664	5,000	5,000	-
001-5702-572.52-06	CHEMICALS	29,798	35,000	50,000	15,000
001-5702-572.54-00	DUES, MEMBERSHIPS, SUBS	556	1,000	1,000	-
001-5702-572.58-00	EDUCATION AND TRAINING	2,007	3,000	4,000	1,000
001-5702-572.63-00	IMPROVEMENTS O/T BLDG	-	30,000	-	(30,000)
001-5702-572.64-00	MACHINERY AND EQUIPMENT	9,999	-	-	-
	Total Pool	618,575	685,990	732,508	46,518

CITY OF MIAMI SPRINGS
 RECREATION DEPARTMENT BUDGET
 FISCAL YEAR ENDING 9/30/24

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT DESCRIPTION</u>	<u>FY21-22 ACTUALS</u>	<u>FY22-23 AMENDED BUDGET</u>	<u>FY23-24 Departmental Request</u>	<u>Dollar Increase (Decrease)</u>
<u>TENNIS</u>					
001-5703-572.34-00	OTHER CONTRACTUAL SERVICES	15,000	15,000	15,000	-
001-5703-572.43-01	ELECTRICITY	3,692	3,200	4,300	1,100
001-5703-572.43-02	WATER	241	200	250	50
001-5703-572-52-00	OPERATING SUPPLIES		2,000	2,000	-
001-5703-572.46-00	REPAIRS AND MAINTENANCE	16,752	7,999	12,000	4,001
001-5703-572.63-00	IMPROVEMENTS O/T BUILDINGS		25,000	20,000	(5,000)
	Total Tennis	35,685	53,399	53,550	151

CITY OF MIAMI SPRINGS
RECREATION DEPARTMENT BUDGET
FISCAL YEAR ENDING 9/30/24

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY21-22 ACTUALS	FY22-23 AMENDED BUDGET	FY23-24 Departmental Request	Dollar Increase (Decrease)
FIELD MAINTENANCE					
001-5705-572.12-00	REGULAR SALARIES	48,705	54,080	91,603	37,523
001-5705-572.13-00	PART TIME	36,326	60,000	50,000	(10,000)
001-5705-572.14-00	OVERTIME	2,822	1,000	-	(1,000)
001-5705-572.21-00	FEDERAL PAYROLL TAXES	6,721	8,804	10,833	2,029
001-5705-572.22-01	PENSION COSTS	4,753	5,062	8,501	3,439
001-5705-572.23-04	HMO. EMPLOYEE ONLY	2,354	-	-	-
001-5705-572.23-07	LIFE/AD&D	182	253	428	175
001-5705-572.23-08	DENTAL - OHS - EMPLOYEE	40	-	161	161
001-5705-572.23-09	VSP - VISION - EMPLOYEE	14	-	106	106
001-5705-572.23-10	DENTAL- OHS - DUAL	-	-	-	-
	TOTAL MEDICAL INSURANCE	2,590	253	17,188	16,935
001-5705-572.24-00	WORKER'S COMPENSATION	999	811	1,374	563
001-5705-572.34-00	CONTRACTUAL SERVICES	149,667	184,000	176,000	-
001-5705-572.44-00	RENTALS AND LEASES	-	1,000	1,000	-
001-5705-572.45-30	RISK MANAGEMENT	957	887	2,094	-
001-5705-572.46-00	REPAIRS AND MAINTENANCE	18,782	29,628	29,628	-
001-5705-572.52-00	OPERATING SUPPLIES-Rec	10,001	15,000	15,000	-
001-5705-572.52-19	OPERATING SUPPLIES-Fields	28,393	27,076	10,000	-
001-5705-572.63-00	IMPROVEMENTS O/T BLDGS	-	25,000	-	-
	Total Bldg & Field Maintenance	310,716	412,601	413,221	620
	Subtotal Recreation	2,662,415	3,080,799	3,081,942	1,143

Fiscal Year : : 2023
 Budget Level : : BUDG
 Description : : DEPARTMENTAL INPUT

Account #	Description	Budget Amount	Misc. Info
1-5701-572-12-00	REGULAR SALARIES	398,436.00	
1-5701-572-13-00	PART TIME YEAR ROUND	260,000.00	
1-5701-572-16-00	SEASONAL EMPLOYEES	140,000.00	
1-5701-572-21-00	FEDERAL PAYROLL TAXES	61,080.00	
1-5701-572-22-01	GENERAL	36,978.00	
1-5701-572-23-02	POS, EMPLOYEE +1	84,137.00	
1-5701-572-23-07	LIFE/AD&D	1,855.00	
1-5701-572-23-08	DENTAL - OHS - EMPLOYEE	1,500.00	
1-5701-572-23-09	VSP - VISION - EMPLOYEE	1,388.00	
1-5701-572-24-00	WORKER'S COMPENSATION	10,105.00	
1-5701-572-34-00	OTHER CONTRACTUAL SERVICE	86,984.00	
1-5701-572-34-14	FOOTBALL REFEREES	6,000.00	
1-5701-572-34-14	SOCCER REFEREES	14,500.00	
1-5701-572-34-15	BASKETBALL REFEREES	10,470.00	
1-5701-572-34-16	BASBALL UMPIRES	22,500.00	
1-5701-572-34-17	PELICAN PLAYHOUSE	31,400.00	
1-5701-572-34-18	PELICAN RENTAL COMMISSION	4,250.00	
1-5701-572-34-20	TRAVEL AND PER DIEM	3,600.00	
1-5701-572-41-01	TELEPHONE: BASE & LOCAL	850.00	
1-5701-572-41-02	CELLULAR TELEPHONE	600.00	
1-5701-572-41-03	POSTAGE	200.00	
1-5701-572-41-06	INTERNET ACCESS	11,000.00	
1-5701-572-43-01	ELECTRICITY	104,000.00	
1-5701-572-43-02	WATER	42,000.00	
1-5701-572-43-03	NATURAL GAS	400.00	
1-5701-572-44-00	RENTALS AND LEASES	5,500.00	
1-5701-572-45-10	FLEET MAINTENANCE	8,000.00	
1-5701-572-45-30	RISK MANAGEMENT	194,956.00	
1-5701-572-46-00	REPAIRS AND MAINTENANCE	61,601.00	
1-5701-572-47-00	PRINTING AND BINDING	3,000.00	
1-5701-572-48-00	PROMOTIONS	100,000.00	
1-5701-572-48-01	RECREATIONAL ACTIVITIES	26,000.00	
1-5701-572-51-00	OFFICE SUPPLIES	2,500.00	
1-5701-572-52-00	OPERATING SUPPLIES	57,385.00	
1-5701-572-52-01	BASKETBALL/YOUTH LEAGUE	8,000.00	
1-5701-572-52-02	FUEL, OILS, LUBRICANTS	2,000.00	
1-5701-572-52-03	UNIFORMS	3,000.00	
1-5701-572-52-07	TIRES	500.00	
1-5701-572-52-21	ANNUAL DADDY/DAUGHTER DAN	10,000.00	
1-5701-572-52-22	TEEN PROGRAM	7,750.00	
1-5701-572-52-23	BASKETBALL CAMP/YOUTH	7,000.00	
1-5701-572-52-24	BASKETBALL CAMP/ADVANCED	385.00	
1-5701-572-52-25	BASKETBALL/MEN'S LEAGUE	2,500.00	
1-5701-572-52-25	SKRUN,TRKY TROT/SPGS FEST	6,000.00	
1-5701-572-52-28	BASKETBALL TEEN LEAGUE	1,500.00	
1-5701-572-52-60	FLAG FOOTBALL	5,000.00	
1-5701-572-52-64	DUES, MEMBERSHIPS, SUBS	1,500.00	
1-5701-572-54-00	EDUCATION AND TRAINING	3,500.00	
1-5701-572-58-00	TRF TO DEBT SERVICE	38,853.00	
1-5701-572-91-12	TRF TO DEBT SERVICE	1,882,663.00	
* Total Accounts for this Budget Level		49	

Fiscal Year : 2023
 Budget Level : BUDG
 Description : DEPARTMENTAL INPUT

Account #	Description	Budget Amount	Misc. Info
1-5702-572-12-00	REGULAR SALARIES	105,701.00	
1-5702-572-13-00	PART TIME YEAR ROUND	340,000.00	
1-5702-572-21-00	FEDERAL PAYROLL TAXES	34,096.00	
1-5702-572-22-01	GENERAL	9,810.00	
1-5702-572-23-01	POS, EMPLOYEE ONLY	27,797.00	
1-5702-572-23-07	LIFE/AD&D	492.00	
1-5702-572-23-08	DENTAL - OHS - EMPLOYEE	696.00	
1-5702-572-23-09	VSP - VISION - EMPLOYEE	111.00	
1-5702-572-24-00	WORKER'S COMPENSATION	6,686.00	
1-5702-572-34-00	OTHER CONTRACTUAL SERVICE	44,648.00	
1-5702-572-41-06	INTERNET ACCESS	2,500.00	
1-5702-572-43-01	ELECTRICITY	24,000.00	
1-5702-572-43-02	WATER	20,000.00	
1-5702-572-43-03	NATURAL GAS	15,000.00	
1-5702-572-44-00	RENTALS AND LEASES	4,500.00	
1-5702-572-45-30	RISK MANAGEMENT	10,189.00	
1-5702-572-46-00	REPAIRS AND MAINTENANCE	15,782.00	
1-5702-572-52-00	OPERATING SUPPLIES	10,500.00	
1-5702-572-52-03	UNIFORMS	5,000.00	
1-5702-572-52-06	CHEMICALS	50,000.00	
1-5702-572-54-00	DUES, MEMBERSHIPS, SUBS	1,000.00	
1-5702-572-58-00	EDUCATION AND TRAINING	4,000.00	
* Total Accounts for this Budget Level		732,508.00	

Fiscal Year : : 2023
 Budget Level : : BUDG
 Description : : DEPARTMENTAL INPUT

Account #	Description	Budget Amount	Misc. Info
1-5703-572-34-00	OTHER CONTRACTUAL SERVICE	15,000.00	
1-5703-572-43-01	ELECTRICITY	4,300.00	
1-5703-572-43-02	WATER	250.00	
1-5703-572-46-00	REPAIRS AND MAINTENANCE	12,000.00	
1-5703-572-52-00	OPERATING SUPPLIES	2,000.00	
1-5703-572-63-00	IMPROVEMENTS O/T BUILDING	20,000.00	
* Total Accounts for this Budget Level		53,550.00	

* Misc. Info

Fiscal Year : : 2023
 Budget Level : : BUDG
 Description : : DEPARTMENTAL INPUT

Account #	Description	Budget Amount	Misc. Info
1-5705-572-12-00	REGULAR SALARIES	91,603.00	
1-5705-572-13-00	PART TIME YEAR ROUND	50,000.00	
1-5705-572-21-00	FEDERAL PAYROLL TAXES	10,833.00	
1-5705-572-22-01	GENERAL	8,501.00	
1-5705-572-23-04	HMO, EMPLOYEE ONLY	16,493.00	
1-5705-572-23-07	LIFE/AD&D	428.00	
1-5705-572-23-08	DENTAL - OHS - EMPLOYEE	161.00	
1-5705-572-23-09	VSP - VISION - EMPLOYEE	106.00	
1-5705-572-24-00	WORKER'S COMPENSATION	1,374.00	
1-5705-572-34-00	OTHER CONTRACTUAL SERVICE	176,000.00	
1-5705-572-44-00	RENTALS AND LEASES	1,000.00	
1-5705-572-45-30	RISK MANAGEMENT	2,094.00	
1-5705-572-46-00	REPAIRS AND MAINTENANCE	29,628.00	
1-5705-572-52-00	OPERATING SUPPLIES	15,000.00	
1-5705-572-52-19	FIELD SUPPLIES-FIELDS	10,000.00	
* Total Accounts for this Budget Level		413,221.00	

Basis for FY 2023-24 Salary Projections

Calculations is based upon current earnings at 2,080 hours

0.00%

4.00%

to be effective on 10-01-2023

- Base Salary for each position:
- Adjustment includes:
- Max Annual merit increase for position
- Cost of living Adjustment
- CPI for all urbans (Apr to Apr)
- Estimate used for COLA Projection

City of Miami Springs Department: Recreation Department												
Position (paygrade)	Employee Name	FT	Amended Budget	Qty	Fav (Unf)	Proj. Base Salary As of 3/31/23	Date of Annual Review	Promotional Increases	COLA Increase	4% Increase	Other	FY23-24 Total Pay
Recreation Director-PG49	Omar Luna	FT	1	1	0	\$112,848	01/04/11	0	4,514			\$118,362
Recreation Coordinator-PG24	Alden Diaz	FT	1	1	0	\$32,500	03/23/11	0	1,300			\$33,800
Recreation Leader-PG10	Jesus Alfonso	FT	1	1	0	\$42,120		0	1,685			\$43,805
Recreation Specialist	Corina Mills	FT	1	1	0	\$26,149	03/23/11	0	1,046			\$27,195
Recreation Coordinator-PG24	Marcus Martin	PT	0.0	0.0	0	\$66,680	10/01/83	0	2,267		0	\$68,947
Special Events/Program Supervisor PG31	Caitlin Smith	FT	1	1	0	\$66,794	01/00/00	0	2,672		0	\$70,466
Special Events/Program Specialist PG10	Denise Bedenbaugh	FT	1	1	0	\$44,097	01/02/10	0	1,764		0	\$45,861
Recreation Leader (year-round)	?	PT	as needed	0	0	\$260,000		0				\$260,000
Recreation Leader (seasonal)	?	PT	as needed	0	0	\$150,000		0				\$150,000
Total projections			6.0	6.0	0.0	\$791,188		\$0	\$15,248		\$2,000	\$808,436

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City of Miami Springs Department: Recreation - Pool												
Position (paygrade)	Employee Name	FT	Amended Budget	Qty	Fav (Unf)	Proj. Base Salary As of 3/31/23	Date of Annual Review	Promotional Increases	COLA Increase	4% Increase	Other	FY23-24 Total Pay
Aquatics Supervisor		PT	0	0	0	\$0	03/23/11	0	0			\$0
Aquatics Supervisor PG28	James Dean	FT	1	1	0	\$56,155	n/a	0	2,246			\$58,901
Aquatic Coordinator PG24	Elijah Frias	FT	1	1	0	\$45,000		0	1,800			\$46,800
Cashiers		PT	3	3	0	\$40,000	n/a	0				\$40,000
Lifeguards (part time)		PT	as needed	needed	0	\$300,000		0				\$300,000
Lifeguards (seasonal)		PT	as needed	needed	0	\$0	n/a	0				\$0
Total projections			5	5	0	\$441,155		\$0	\$4,046		\$500	\$445,701

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City of Miami Springs Department: Recreation - Maintenance												
Position (paygrade)	Employee Name	FT	Amended Budget	Qty	Fav (Unf)	Proj. Base Salary As of 3/31/23	Date of Annual Review	Promotional Increases	COLA Increase	4% Increase	Other	FY23-24 Total Pay
Recreation Maintenance Supervisor PG19	Francis Diaz	FT	1	1	0	\$54,080	08/04/03	0	2,163			\$56,243
Maintenance Worker	Bryan Cardenas	PT	as needed	0	0	\$34,000	n/a	0	1,360		0	\$35,360
Recreation maintenance (part time year round)		PT	as needed	0	0	\$50,000		0				\$50,000
Recreation maintenance (part time year round)		PT	as needed	0	0	\$0	n/a	0				\$0
Total projections			2	2	0	\$138,080		\$0	\$3,523		\$0	\$141,603

Wish List, Capital Improvement Projects and Park Improvements	Estimated Cost	Notes
Batting Cages	\$50,000.00	Batting Cages for Prince and Stafford Park. Our existing Batting Cages need full renovation.
Tennis Center Full Renovation	\$2,000,000.00	Our Tennis Facility is in need of a full renovation.
Web Trac Process	\$15,000.00	Web Trac will allow for us to allow registration online, etc.
Heater at the Aquatic Center	\$100,000.00	Our Aquatic Center Heater needs to be replaced soon.
Dog Park Peavy Dove	\$80,000.00	Peavy Dove Dog Park needs to be renovated.
Concrete Slab at Prince Field	\$15,000.00	This will avoid flooding in front of our current shed at Prince Field.
Vehicle for Administration	\$35,000.00	The Recreation Department needs an Administration Vehicle for Office Purposes and Special Event Purposes.
Aquatic Center Pump	\$25,000.00	This is to have a back up pump on site in case our pump goes down.
Rio Vista Park	\$2,300,000.00	Rio Vista is a valuable green space in the City that we can possibly use as a Park Space.

**CITY OF MIAMI SPRINGS
ASSET ACQUISITION REQUEST
FOR FY 2023-24 BUDGET YEAR**

(this form to be used for all projected machinery, equipment, vehicle and office/computer equipment with cost per item exceeding \$1,000)

Department: _____ Parks and Recreation

Description of equipment requested

Estimated Cost

The Pool Heater keeps the Aquatic Center water a tempature at a tempature that's's comfortable for the patrons.

\$ 100,000.00

\$ -

\$ -

\$ -

\$ -

Total budget request:

\$ 100,000.00

Detail any grant or additional funding sources for this project

Funding

\$ -

\$ -

\$ -

Total additional funding

\$ -

Reason why equipment is needed

To Maintain the day to the day operation at the Aquatic Center.

Expected cost savings from this acquisition(if any)

Expected Savings

\$ -

Department Head Signature

City Manager Approval

**CITY OF MIAMI SPRINGS
ASSET ACQUISITION REQUEST
FOR FY 2023-24 BUDGET YEAR**

(this form to be used for all projected machinery, equipment, vehicle and office/computer equipment with cost per item exceeding \$1,000)

Department: _____ Parks and Recreation

<u>Description of equipment requested</u>	<u>Estimated Cost</u>
Main pump to run the filtration system.	\$ 20,000.00
	\$ -
	\$ -
	\$ -
	\$ -
Total budget request:	\$ 20,000.00

<u>Detail any grant or additional funding sources for this project</u>	<u>Funding</u>
	\$ -
	\$ -
	\$ -
Total additional funding	\$ -

Reason why equipment is needed
 This is a pro-active approach to have a back up Pump if need be.

<u>Expected cost savings from this acquisition(if any)</u>	<u>Expected Savings</u>
	\$ -

 Department Head Signature

 City Manager Approval

**CITY OF MIAMI SPRINGS
CAPITAL IMPROVEMENT REQUEST
FOR FY 2023-24 BUDGET YEAR**

(this form to be used for all projected capital improvement projects eg: improvements to buildings, infrastructure projects for sanitation, stormwater, etc.)

Department: _____ Parks and Recreation

Description of capital improvement project(provide location of work & work to be performed)

Batting Cages	50,000.00

Total budget request:	<u>\$ 50,000.00</u>
------------------------------	---------------------

<u>Detail any grant or additional funding sources for this project</u>	<u>Funding</u>
	\$ -
	\$ -
	\$ -
Total funding sources:	<u>\$ -</u>

Reason why project is needed

The batting cages at Prince and Stafford need to be fully renovated for safety reasons.

Expected future operating costs from this project after completion , or savings(if any)

	\$ -
	\$ -
	\$ -
	\$ -
Totals	<u>\$ -</u>

Department Head Signature

City Manager Approval

**CITY OF MIAMI SPRINGS
CAPITAL IMPROVEMENT REQUEST
FOR FY 2023-24 BUDGET YEAR**

(this form to be used for all projected capital improvement projects eg: improvements to buildings, infrastructure projects for sanitation, stormwater, etc.)

Department: _____ Parks and Recreation

Description of capital improvement project(provide location of work & work to be performed)

Concrete Slab at Prince Field by the Maintenance Sheds	15,000.00

Total budget request:	\$ 15,000.00
------------------------------	---------------------

Detail any grant or additional funding sources for this project

Funding

	\$ -
	\$ -
	\$ -
Total funding sources:	\$ -

Reason why project is needed

This area floods during a rain storm and it makes our operation much harder to maintain that area and the park to a safe standard.

Expected future operating costs from this project after completion , or savings(if any)

	\$ -
	\$ -
	\$ -
	\$ -
Totals	\$ -

Department Head Signature

City Manager Approval

**CITY OF MIAMI SPRINGS
CAPITAL IMPROVEMENT REQUEST
FOR FY 2023-24 BUDGET YEAR**

(this form to be used for all projected capital improvement projects eg: improvements to buildings, infrastructure projects for sanitation, stormwater, etc.)

Department: _____ Parks and Recreation

Description of capital improvement project(provide location of work & work to be performed)

Dog Park Renovation at Peavy Dove Dog Park	80,000.00

Total budget request:	\$ 80,000.00
-----------------------	--------------

<u>Detail any grant or additional funding sources for this project</u>	Funding
	\$ -
	\$ -
	\$ -
Total funding sources:	\$ -

Reason why project is needed
 The current Dog Park at Peavy Dove is in need of a full renovation.

Expected future operating costs from this project after completion , or savings(if any)

	\$ -
	\$ -
	\$ -
	\$ -
Totals	\$ -

Department Head Signature _____ City Manager Approval _____

**CITY OF MIAMI SPRINGS
CAPITAL IMPROVEMENT REQUEST
FOR FY 2023-24 BUDGET YEAR**

(this form to be used for all projected capital improvement projects eg: improvements to buildings, infrastructure projects for sanitation, stormwater, etc.)

Department: _____ Parks and Recreation

Description of capital improvement project(provide location of work & work to be performed)

Ragan Park Dog Park	80,000.00

Total budget request:	\$ 80,000.00
------------------------------	---------------------

Detail any grant or additional funding sources for this project

Funding

	\$ -
	\$ -
	\$ -
Total funding sources:	\$ -

Reason why project is needed

This project will enhance Ragan Park to a full capacity neighborhood park.

Expected future operating costs from this project after completion , or savings(if any)

	\$ -
	\$ -
	\$ -
	\$ -
Totals	\$ -

Department Head Signature

City Manager Approval

**CITY OF MIAMI SPRINGS
CAPITAL IMPROVEMENT REQUEST
FOR FY 2023-24 BUDGET YEAR**

(this form to be used for all projected capital improvement projects eg: improvements to buildings, infrastructure projects for sanitation, stormwater, etc.)

Department: _____ Parks and Recreation

Description of capital improvement project(provide location of work & work to be performed)

Rio Vista Park Renovation	2,300,000.00

Total budget request:	\$ 2,300,000.00
------------------------------	-----------------

Detail any grant or additional funding sources for this project

Funding

	\$ -
	\$ -
	\$ -
Total funding sources:	\$ -

Reason why project is needed

This project will enhance our Parks system and provide another neighborhood park in our community

Expected future operating costs from this project after completion , or savings(if any)

	\$ -
	\$ -
	\$ -
	\$ -
Totals	\$ -

Department Head Signature

City Manager Approval

**CITY OF MIAMI SPRINGS
CAPITAL IMPROVEMENT REQUEST
FOR FY 2023-24 BUDGET YEAR**

(this form to be used for all projected capital improvement projects eg: improvements to buildings, infrastructure projects for sanitation, stormwater, etc.)

Department: _____ Parks and Recreation

Description of capital improvement project(provide location of work & work to be performed)

Tennis Center/Courts: Full Site Renovation	2,000,000.00
--	--------------

Total budget request:	<u><u>\$ 2,000,000.00</u></u>
------------------------------	-------------------------------

Detail any grant or additional funding sources for this project

Funding

	\$ -
	\$ -
	\$ -
Total funding sources:	<u><u>\$ -</u></u>

Reason why project is needed

The current Tennis Facility needs a complete over haul.

Expected future operating costs from this project after completion , or savings(if any)

	\$ -
	\$ -
	\$ -
	\$ -
Totals	<u><u>\$ -</u></u>

Department Head Signature

City Manager Approval

**CITY OF MIAMI SPRINGS
ASSET ACQUISITION REQUEST
FOR FY 2023-24 BUDGET YEAR**

(this form to be used for all projected machinery, equipment, vehicle and office/computer equipment with cost per item exceeding \$1,000)

Department: _____ Parks and Recreation

<u>Description of equipment requested</u>	<u>Estimated Cost</u>
New Vehicle	\$ 35,000.00
	\$ -
	\$ -
	\$ -
	\$ -
	\$ -
	\$ -
Total budget request:	\$ 35,000.00

<u>Detail any grant or additional funding sources for this project</u>	<u>Funding</u>
	\$ -
	\$ -
	\$ -
	\$ -
Total additional funding	\$ -

Reason why equipment is needed
 We need an additional Vehicle for the Administrative staff. We need an SUV.

<u>Expected cost savings from this acquisition(if any)</u>	<u>Expected Savings</u>
	\$ -

 Department Head Signature

 City Manager Approval

**CITY OF MIAMI SPRINGS
ASSET ACQUISITION REQUEST
FOR FY 2023-24 BUDGET YEAR**

(this form to be used for all projected machinery, equipment, vehicle and office/computer equipment with cost per item exceeding \$1,000)

Department: _____ Parks and Recreation

<u>Description of equipment requested</u>	<u>Estimated Cost</u>
Web Trac Process	\$ 15,000.00
	\$ -
	\$ -
	\$ -
	\$ -
	\$ -
Total budget request:	\$ 15,000.00

<u>Detail any grant or additional funding sources for this project</u>	<u>Funding</u>
	\$ -
	\$ -
	\$ -
Total additional funding	\$ -

Reason why equipment is needed

This will allow for the Department to start the process of going to online registration, etc.

Expected cost savings from this acquisition(if any)

Expected Savings

	\$ -

Department Head Signature

City Manager Approval

PELICAN PLAYHOUSE INC.

**@ Rebeca Sosa Theater at the
Miami Springs Community Center
1401 Westward Drive
Miami Springs, FL 33166
www.pelicanplayhouse.org
305-712-7151**

July 17, 2023

Via Email

Mr. Chris Chiocca
City of Miami Springs
201 Westward Drive
Miami Springs, FL 33166

Re: Pelican Playhouse Inc.

Dear Mr. Chiocca:

Thank you for the opportunity to present information with regard to the Pelican Playhouse for the Fiscal Year ending September 30, 2024. Enclosed please find the following:

1. *A State of the Pelican Address*, which outlines our activities during the 2022-2023 Fiscal Year.
2. Our Profit & Loss Statement through June 30, 2023.
3. Our Estimated Income and Expenses through the end of this Fiscal Year (9/30/2023).
4. Our purchases from the 2022-2023 \$5,000 Repair Fund.
5. Our most recent Federal Tax Return (Form 990-EZ) for fiscal year ending 2021 (pertinent pages).

We are renewing our various insurance policies and when we receive our Certificate of Liability Insurance, naming the City of Miami Springs as an additional certificate holder, we will forward a copy to you.

For Fiscal Year ending September 30, 2024, we are requesting the same funds that we received for the General Fund: that is \$26,400 for the Pelican Playhouse General Fund and the usual \$5,000 for the Repair Fund.

Please let me know if you need any additional information before the Budget Meeting.

Pelican Playhouse

Page 2

July 17, 2023

Thanks again!

Sincerely,

A handwritten signature in black ink that reads "Nancy Jones". The signature is written in a cursive style with a large, sweeping initial "N".

Nancy Jones
Theater Manager
305-297-1920 (Cell)

Enclosures

cc (w/enclosures): *Via Email*

Ms. Tammy Romero

Mr. Samuel Chesser

Mr. Ralph Wakefield

/nj

The State of the Pelican (Illustrated) 2022-2023

Community Theater in the Heart of It All – Miami Springs, Florida!

Not theater with an “edge”, but theater with an “awww.”

That’s the Pelican Playhouse motto. And as we prepared to start our twenty-fourth season, because of the wisdom, generosity and support of the City of Miami Springs, we have been able to grow, what I can say without fear of contradiction, is quite simply the finest true Community Theater in the State of Florida. What do I mean by “true” Community Theater? A theater that is open to anyone in the community (and surrounding South Florida area) interested in doing live theater before an audience. Many theaters are “audition” oriented. Only the best are taken. The rest are encouraged to try again. Here, at the Pelican Playhouse, we pride ourselves in being a “no experience necessary” teaching theater. One of our great joys is watching people who have never acted before, grow into amazing players with abilities they never dreamed they had. And more than that, we are intergenerational. That means “all ages” on stage together. Whole families on stage together. Parents, who heretofore have only rooted for their children from the sidelines, are suddenly in the “game” with them. It is a joy like no other. Many of our players return year after year and it has been my greatest blessing to watch young children that started with us when they were in kindergarten, still on stage with us as they entered high school and college.

This season was particularly poignant for Nancy and I as we knew it would be our last. When we began the Pelican Playhouse back in 1999, we could not have envisioned where God would lead us. After such an amazing journey, we did know that we didn’t want the Pelican Playhouse to fade away. “You’re not a success, unless you have a successor” was our rallying cry and towards that end we convinced veteran Pelican Playhouse member Sam Chesser to agree to take over when we left.



Sam as the Distracted Scholar



He had been a Pelican for more than ten years, starring in numerous productions. Over the last several years, Sam served as Assistant Director on a number of our shows and was the Director for our “Peter Pan: the British Musical,” so I definitely knew he was more than qualified. There was one complication. Sam needed a full-time job. He was looking at one offer out of state.

Fortunately, he found just what he was looking for right here in Miami Springs. He is the branch manager of the brand new "Self-Help Credit Union" located on the circle in downtown Miami Springs. Perfect! He agreed to take over the playhouse in October of 2023.

Our September registration was bigger than ever as the popularity of the Pelican continues to grow. Forty-one actors registered to take part. Twenty-nine between the ages of 10 and 16 and twelve adults all clamored to be in our next production. As is our custom at the Pelican, we take one and all, regardless of experience and strive to pick a show that will showcase our actors and give every participant a chance to shine. That means everyone must have a role of substance, and not just a "spear carrier" part. I have found over the years that it is the actual performances in front of an audience that grow the actor. Class work is good and instructive, but the pressure of the audience is what molds a good actor. And the opportunity to perform your part a number of times (we have 7 performances) fosters improvement. But finding plays for such diverse players is no easy task. Once the players have been gathered at registration, the theater manager and I sit down and try and match a play (or plays) to our actors. When you have a company as large as 41, it presents problems. Most plays don't have casts of 41, let alone 41 parts that are substantial. We adapt a good script to a large cast by double casting: one cast for Week One and another for Week Two. It doubles the number of substantial parts and gives us the luxury of having a built-in understudy in the eventuality that a player can't make a rehearsal or, heaven forbid, a performance. Both happen. But even doubling doesn't always provide sufficient parts and sometimes we have to go to multiple plays. Such was the case with our Fall 2022 production. We chose "The Mystery Club" by Roz Mihalko. There were two episodes "The Mystery of the Missing Camera" and "The Mystery of the Milk Monster." Set in a Middle School, both were loaded with parts for our young actors. We did need two adults to play the parts of the school's principals. And as always, God provided just what we needed. One of the principals was performed by Carl Durham. I met Carl while he was being the spokesperson for a Social Security help group that had rented out the Rebeca Sosa Theater. I thought he would be perfect for the part and asked if he had ever thought of acting in a play? He never had, but jumped at the opportunity. He was amazing. The other principal was a blast from my distant past. Michael Vile had been a drama student of mine when I first started teaching at South Dade Senior High in 1973. We reconnected on Facebook and when I pitched him the show, telling him it would be the last show I directed at the Playhouse, he thought it would make perfect "bookends." He also was amazing.



The Principals



The Missing Camera



The Milk Monster

We performed "Missing Camera" as Act One for our first weekend and "Milk Monster as Act One for our 2nd weekend.

One of our "difficulties" in picking our adult show is our adults are all experienced actors with five - ten years of Pelican plays under their belts. They needed to be challenged with strong parts. We found the perfect complement to the act one mystery plays: "The Alibis." A fascinating collection of eight short plays by eight different playwrights based on a classic who-dun-it format. J. Leslie Arlington, eccentric billionaire, is found dead in his mansion on his 70th birthday. A detective is summoned to interrogate the prime suspects, each of whom fails to provide alibis for their whereabouts during the time of the murder. Their individual reasons form short ten-minute plays, all very challenging with substantial roles for everyone. As our Act Two for both weekends, we chose four of the alibis.

"Attempted Theft of a Confection from a minor" by Patrick Greene (featuring Tyler Reed and Maya McNab.

"Davina Arlington Wants Revenge" by Tyler Dwiggin (featuring mother/daughter Jennifer and Charlotte Graham and brother/sister Matthew and Melanie Duverne. (At the Pelican, we love putting family on stage together.)

"Hamster Murder!" by Ian McWethy (featuring Hannah Calil/Ethan Landwehr/Emma Calil and Miami Springs Councilman Bob Best).



And, finally, "The Incredible Season Finale" (featuring Mary Reed and Lorean Mapp), by Move V. Harris.

The play wrapped up with a surprise ending, featuring yours truly as the eccentric billionaire who wasn't killed after all.



We packaged both Acts as “Mystery Night at the Pelican Playhouse.” What wasn’t a mystery was the fact that it played to two weekends of sold-out houses.

For our Spring production, another large turnout (42) of participants prompted us to flash back to one of our favorite multiplayer scripts: “The Hobbit” by J.R.R. Tolkien, adapted by Patricia Gray. Once again, we were faced with a plethora of tween and teen girls. Why the Hobbit? Several reasons: Last done in 2018, we had retained a lot of the set pieces (Bilbo’s front door had lived in the wings of our theater since then), and we also had lots of the original costumes and props. As for our girls: throw a mop beard on them and they made perfect dwarves. Our adults filled in the trolls and goblins. For this show, it was time to pass the director’s baton over to Sam Chesser. I agreed to provide guidance and said I would be glad to do whatever he needed on stage if necessary. I should have rephrased that as Sam cast me as Smaug the Dragon. Seven dying scenes. What a way to end my Pelican career. The Hobbit was also performed to sold-out audiences.



That brings us up to Summer and our Summer Recital. Sam is doing an amazing job leading the Pelican flock and I have totally faded into the background as most of my weekends are spent readying our house for sale. We've lived on Springs Avenue since 1993. In thirty years, you accumulate a lot of stuff! For those of you who have moved, you know what I'm talking about.

Summer Recital is our Actor's Workshop where the actor gets to pick the piece to perform. Anything within the Pelican Playhouse "G" rating goes, and scenes, monologues, song and dance are all featured. Dates for the **Summer Recital are Saturday evening, August 19th at 7:30 and Sunday afternoon, August 20th at 2pm**. To be our guests, simply leave a message on the Pelican Playhouse **phone (305) 712-7151** and let Sam know how many tickets you will need.

Theater rentals started growing again and we rented the Rebeca Sosa Theater out to the tune of \$7,030 (see attached invoices). Once again, the rental highlight was to the AIE Charter Schools production of the Disney Jr. Musical "The Little Mermaid" with Pelican Mia Regalado in the lead as "Ariel."

The replace/repair fund was active this year. Of our allotted \$5,000, we spent \$4,729.37, leaving a balance of \$270.63 (see attached invoices). Funds were used mostly to upgrade microphones and their support equipment, but also for the first time ever we purchased new audience chairs.

Facebook "Likes" are at 621 and climbing! What's not to "like?" And in addition, we now have 344 Instagram followers.

For the last twenty-four years, Nancy and I have been blessed beyond measure with this opportunity to grow Nancy's dream of a Community Theater in Miami Springs. We know the Pelican Playhouse will continue on for years to come under the brilliant leadership of Sam Chesser. We will continue to be part of the Pelican Playhouse by serving on the board of directors.

Thank you, City of Miami Springs, from the bottom of our hearts.

Ralph E Wakefield
Founding Artistic Director

Pelican Playhouse Inc.
Profit & Loss by Class
 October 2022 through June 2023

	TOTAL
Ordinary Income/Expense	
Income	
43400 · Direct Public Support	
43410 · Corporate Contributions	
AmazonSmile	165.08
Total 43410 · Corporate Contributions	165.08
43450 · Individ, Business Contributions	1,557.25
Total 43400 · Direct Public Support	1,722.33
44400 · Government Contracts	
44430 · Local Government Contracts	26,400.00
44437 · 2022-2023 Repair Fund	1,756.17
Total 44400 · Government Contracts	28,156.17
46400 · Other Types of Income	
46435 · Playbill Ad	2,050.00
46440 · Reimbursement	300.00
46460 · Visiting Companies	4,059.00
Total 46400 · Other Types of Income	6,409.00
47200 · Program Income	
47240 · Student Fees	9,416.17
47250 · Ticket Sales	8,971.79
Total 47200 · Program Income	18,387.96
Total Income	54,675.46
Expense	
60900 · Business Expenses	
60910 · Bank Fee	36.00
60920 · Business Registration Fees	61.25
Total 60900 · Business Expenses	97.25
62100 · Contract Services	
62110 · Accounting Fees	100.00
62120 · Costumer	2,000.00
62150 · Other Contract Services	2,575.00
62155 · Sound	1,240.00
62156 · Stage Manager	1,100.00
62160 · Visiting Companies	2,140.00
Total 62100 · Contract Services	9,155.00
65000 · Operations	
65015 · Checks	174.71
65040 · Supplies	811.48
Total 65000 · Operations	986.19
65100 · Other Types of Expenses	
65110 · Advertising Expenses	150.00
65130 · Gala/Friends of Theater	11.63
65140 · Insurance - Liability, D and O	3,340.65
65150 · Marketing	815.61
65165 · Visiting Companies	49.36
65170 · Volunteer Appreciation	100.00
Total 65100 · Other Types of Expenses	4,467.25
66000 · Payroll Expenses	19,800.00
68900 · Reconciliation Discrepancies	0.10
67000 · Performance Expenses	
67002 · Actor Reimbursement	250.00

4:30 PM
07/15/23
Cash Basis

Pelican Playhouse Inc.
Profit & Loss by Class
October 2022 through June 2023

	<u>TOTAL</u>
67005 · Cast Party	531.72
67010 · Costumes	157.00
67021 · Lighting	432.76
67025 · Programs	989.00
67030 · Props	288.69
67032 · Riser set up	87.20
67040 · Scripts and Royalties	2,378.84
67045 · Set	341.76
67050 · Sound	1,927.12
67060 · T-Shirts	902.00
67000 · Performance Expenses - Other	129.36
Total 67000 · Performance Expenses	<u>8,415.45</u>
Total Expense	<u>42,921.24</u>
Net Ordinary Income	11,754.22
Other Income/Expense	
Other Income	
46425 · Interest	0.01
Total Other Income	0.01
Other Expense	
Adjustment	45.01
Total Other Expense	<u>45.01</u>
Net Other Income	<u>-45.00</u>
Net Income	<u><u>11,709.22</u></u>

**Estimated Income and Expenses
for Fiscal Year ending 9/30/2023**

Anticipated Income after June 30, 2023

August 2023:	Balance of Student Fees for August Summer Recital	\$ 980.00
August 2023:	Ticket Sales for August Summer Recital	\$ 2,000.00
Total:		\$ 2,980.00

Anticipated Expenses after June 30, 2023

August Show (Estimates)	Contract Services	\$ 2,500.00
	Set	\$ 200.00
	Props	\$ 100.00
	Costumes	\$ 200.00
	T-shirts	\$ 350.00
Directors' Salaries (including tax liability)	July	\$ 2,368.00
	August	\$ 2,368.00
	September	\$ 2,368.00
Insurance	General Liability, Volunteer Insurance and Officers & Directors Insurance	\$ 3,340.00
Playhouse	Accounting Fee	\$ 200.00
Total Anticipated Expenses		\$ 13,994.00

Total Income from Profit and Loss Statement: \$ 54,675.46

Total Income from Anticipated Income: \$ 2,980.00

Estimated TOTAL INCOME through September 30, 2023: \$ 57,655.46

Total Expenses from Profit and Loss Statement: \$ 42,921.24

Total Expenses from Anticipated Expenses: \$ 13,994.00

Estimated TOTAL EXPENSES through September 30, 2023: \$ 56,915.24

Net Income*: \$ 740.22

Balance in Truist Bank Account as of 6/30/2023: \$ 11,982.14

*Any overage to be used for costs toward the Fall/Winter 2023-2024 Performance.

\$5,000 Repair Fund Purchases for Fiscal Year 2022-2023

Date	Item	Total Amount	Balance in Account
	Budget from City of Miami Springs		5,000.00
1/5/2023	JK Professional Headsets (10)	492.20	4,507.80
1/5/2023	Senheiser 509501 Wireless Body Pack Transmitters (2)	532.00	3,975.80
	Senheiser 509502 Wireless Body Pack Transmitters (2)	532.00	3,443.80
1/9/2023	16bay Smart Battery Charger with 16 batteries	97.21	3,243.83
1/9/2023	Orram 120v Lamps for lights (4)	102.76	3,341.04
6/19/2023	Audience Chairs	2,973.20	270.63

SECTION 15

CITY OF MIAMI SPRINGS
ROAD AND TRANSPORTATION FUND BUDGET
FISCAL YEAR ENDING 9/30/24

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY21-22 ACTUALS	FY22-23 AMENDED BUDGET	FY23-24 Departmental Request	Dollar Increase (Decrease)
People Transportation					
135-0902-541-12-00	SALARIES-PROJECT MANAGEMENT	45,816	51,052	55,588	4,536
135-0902-541-14-00	OVERTIME	1,418	2,000	-	(2,000)
135-0902-541-21-00	FEDERAL PAYROLL TAXES	3,613	4,058	4,252	194
135-0902-541-22-01	GENERAL PENSION	4,675	4,732	5,159	427
135-0902-541-23-05	HEALTH INSURANCE	9,055	10,264	11,188	924
135-0902-541-23-07	LIFE INSURANCE	205	231	252	21
135-0902-541-23-10	DENTAL INSURANCE	155	161	161	(0)
135-0902-541-23-12	VSP - VISION -FAMILY	53	55	55	0
135-0902-541-24-00	WORKMENS COMP	913	1,276	1,390	114
135-0902-541.34-00	OTHER CONTRACTUAL SERVICE	9,720	15,000	15,000	-
135-0902-541.41-02	CELLULAR PHONE	-	500	500	-
135-0902-541-45-10	FLEET MAINTENANCE	324	5,000	5,000	-
135-0902-541-45-30	LIABILITY INSURANCE	1,630	1,300	1,262	(38)
135-0902-541-46-00	REPAIRS AND MAINTENANCE	237,253	559,482	600,000	40,518
135-0902-541-52-00	OPERATING SUPPLIES	-	3,000	3,000	-
135-0902-541-52-02	FUELS, OILS, LUBES	-	500	500	-
135-0902-541-52-07	TIRES	-	500	500	-
135-0902-541-91-04	TRANSFERS TO DEBT SERVICE FUND	52,504	51,439	37,881	(13,558)
135-0902-541.64-00	MACHINERY AND EQUIPMENT	-	-	-	-
	* Transportation	<u>367,334</u>	<u>710,550</u>	<u>741,688</u>	<u>31,138</u>
Mass Transit					
135-0903-541.31-00	PROFESSIONAL SERVICES	-	-	-	-
135-0903-541.34-00	OTHER CONTRACTUAL SERVICE	150,731	165,000	165,000	-
135-0903-541.46-00	REPAIRS AND MAINTENANCE	-	1,000	1,000	-
135-0903-541.52-00	OPERATING SUPPLIES	-	1,000	1,000	-
135-0903-541.91-04	TRANSFERS TO DEBT SERVICE FUND	14,809	14,509	10,684	(3,825)
	* Mass Transit	<u>165,540</u>	<u>181,509</u>	<u>177,684</u>	<u>(3,825)</u>
Total Road & Transportation		<u>532,874</u>	<u>892,059</u>	<u>919,373</u>	<u>27,314</u>

Fiscal Year : 2023
 Budget Level : BUDG
 Description : DEPARTMENTAL INPUT

Account #	Description	Budget Amount	Misc. Info
135-0902-541-12-00	REGULAR SALARIES	55,588.00	
135-0902-541-21-00	FEDERAL PAYROLL TAXES	4,252.00	
135-0902-541-22-01	GENERAL	5,159.00	
135-0902-541-23-05	HMO, EMPLOYEE #1	11,188.00	
135-0902-541-23-07	LIFE/AD&D	252.00	
135-0902-541-23-10	DENTAL- OHS - DUAL	161.00	
135-0902-541-23-12	VSP - VISION - FAMILY	55.00	
135-0902-541-24-00	WORKER'S COMPENSATION	1,390.00	
135-0902-541-34-00	OTHER CONTRACTUAL SERVICE	15,000.00	
00100	CITY WIDE STREET SWEEPING SERVICES	500.00	15,000.00
135-0902-541-41-02	CELLULAR TELEPHONE	500.00	
00100	CELLULAR PHONE SERVICE FOR STAFF	5,000.00	500.00
135-0902-541-45-10	FLEET MAINTENANCE		
00100	REPAIRS AND MAINTENANCE OF BACK HOE, ROLLER,		
00200	SKID STEER & ATTACHEMENTS & PLATE COMPACTOR		5,000.00
00100	LIABILITY INSURANCES		
00200	REPAIRS AND MAINTENANCE		
135-0902-541-45-30			
135-0902-541-46-00			
00100	CITY WIDE STREET LIGHT REPAIRS, BALLAST ROCK,		600,000.00
00200	CRUSHED LIME ROCK, ASPHALT MATERIAL, SIDE WALK		.00
00300	REPAIRS & ROADWAY STRIPING		.00
135-0902-541-52-00	OPERATING SUPPLIES		
00100	UNIFORM & SHOES FOR STAFF		3,000.00
00200	BARRICADES, TRAFFIC CONES, MARKING PAINT,		.00
00300	SIGNS & POSTS, SHOVELS, RAKES, BROOMS, GLOVES,		.00
00400	SAFETY VESTS AND OTHER ITEMS NEEDED TO PERFORM		.00
00500	DUTIES		.00
00100	FUEL AND OIL FOR PICKUP TRUCK	500.00	500.00
135-0902-541-52-02	TIRES	500.00	
135-0902-541-52-07	TRANSFERS TO CAPITAL PROJ		
00100	TIRES FOR PICK UP TRUCK		500.00
135-0902-541-91-04			

Fiscal Year : : 2023
Budget Level : : BUDG
Description : : DEPARTMENTAL INPUT

Account #	Description	Budget Amount	Misc. Info
135-0903-541-34-00	OTHER CONTRACTUAL SERVICE	165,000.00	
135-0903-541-46-00	REPAIRS AND MAINTENANCE	1,000.00	
135-0903-541-52-00	OPERATING SUPPLIES	1,000.00	
135-0903-541-91-04	TRANSFERS TO CAPITAL PROJ	10,684.00	
* Total Accounts for this Budget Level		919,372.00	
			165,000.00

SECTION 16

SENIOR SERVICES

MISSION STATEMENT

The mission of the Senior Services Department is to promote an enhanced quality of life for a diverse population of older adults, age 55+, residing in the Cities of Miami Springs and Virginia Gardens, Florida. 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 Adult Community 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, cultural activities, screening and assessment, advocacy, and information and referral assistance.

Senior Services Department

MAJOR FUNCTIONS and ACTIVITIES:

The City of Miami Springs Senior Services Department has continued to be an essential part of this community's continuum of care by assisting older residents, age 55 and over, to maximize opportunities for physical fitness, continuing education, nutrition education and support, cultural experiences, self-sufficiency and personal independence. The provision of a wide range of community-based services and programming encompasses a variety of activities geared towards targeting, servicing and meeting the needs of older citizens in our community. Through ongoing management, assessment, supervision and reporting of planned objectives over the past forty-one years, the City's Senior Services Department has continued to provide high quality services while participating as a partner in Florida's aging services network.

Funding for the senior services department is provided through: City of Miami Springs, OAA Title III B, III C-1, III C-2 and LSP grant awards; participant and private donations; and other grant awards. As a recipient of Federal, State and City funds, this department must comply with all rules, regulations and reporting requirements as dictated by: The Older Americans' Act of 1965, as amended; the State of Florida Department of Elder Affairs; the United States Dept. of Agriculture; the City of Miami Springs' Code of Ordinances; and other applicable regulatory statutes. Additional program support is provided through agreements with: the MSPD Community Policing Office, the Alliance for Aging, Inc., Miami-Dade Public Library System, Miami-Dade Public Health Department 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 Monday--Friday from 11 a.m.—2p.m. to assist area seniors (60 + free of charge and 55-59 years old for a cost of \$4.83) in maintaining a nutritionally balanced diet and to provide opportunities to socialize with their peers.

HOME DELIVERED MEALS: Lunch weekday and weekend meals and seven day a week breakfasts are delivered each week to functionally impaired, older residents who are homebound, unable to cook properly for themselves, and who have little or no additional support available. Homebound services are also provided, upon request, to disabled residents under the age of 60 and their caregivers.

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 Senior Services Manager.

CONGREGATE NUTRITION COUNSELING: Options and methods for improving a client's nutritional status are 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.

Senior Services Department

MAJOR FUNCTIONS and ACTIVITIES (continued):

HOME DELIVERED NUTRITION EDUCATION: Nutrition education information is distributed on a monthly basis to all residents of Miami Springs and Virginia Gardens through the Gazette Newspaper and includes the topics of nutrients, diets, food, lifestyle factors, physical fitness and health, and community nutrition resources and services.

HEALTH SUPPORT SERVICES: Free monthly health and wellness activities (open to residents age 55 +) are scheduled to include: Chair Yoga classes, Personal Training classes in our gym, Tai Chi instruction, Dance Classes, Meditation, educational presentations, health screenings, formal evidence-based training courses and health promotion workshops.

TRANSPORTATION: Daily pick-up, utilizing the City's two mini-buses, is provided to Miami Springs' residents, age 60 and over, with no means of transportation to and from the center. Additionally, trips are made for grocery shopping and field trips to area cultural venues and other places of interest on a monthly basis.

RECREATION: Recreational activities, to include special events, field trips, bingo games, music classes, art classes and book club meetings are planned throughout the year. Said activities are intended 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, magazines, jig-saw puzzles and games 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 on an annual basis 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.

Senior Services Department

GOALS and OBJECTIVES:

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

OBJECTIVE: Provide 8700 one-way trips and travel assistance to and from the senior center, the client's residence, local grocery stores and other local businesses, area cultural venues and special events as possible.

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 46,800 nutritionally balanced, congregate lunch meals daily, as well as 625 shelf-stable emergency meals, to eligible persons, particularly those in greatest economic and social need.

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

OBJECTIVE: Serve 22,500 weekday lunch meals and 11,200 weekend meals and 33,700 breakfast meals to frail and disabled older citizens this year.

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

OBJECTIVE: A registered dietician will provide consulting services and nutrition education information, 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 and as needed when nutrition scores warrant reassessment 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 or telephone outreach monthly of 60+ homebound seniors to monitor status and needs. Conduct follow up visits as needed for those with high nutrition scores, lack of support or increasing health issues. Refer homebound clients (or caregivers) to additional service providers and support agencies as is warranted.

Senior Services Department

GOALS and OBJECTIVES (continued):

GOAL: To provide health support activities to improve physical fitness and assist older persons in securing and utilizing preventive, emergency and health maintenance services.

OBJECTIVES:

- 1) -Provide organized activities and programs of regular physical exercise 5 days a 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;
- 4) -Provide regular opportunities for older citizens to participate in recreational activities, workshops and programs each month.

GOAL: To provide recreational activities to encourage continued learning, socialization and mental well-being.

OBJECTIVES:

- 4) -Provide regular opportunities for older citizens to participate in a wide variety of recreational activities; classes, workshops, educational clubs and cultural experiences each month.

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 our older population.

GOAL: To continue providing an appropriate setting and staff support 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: -Continue increasing programming at the Adult Community Center and maintain quality paid staffing through ongoing training, recognition and reinforcement of their responsibilities.

CITY OF MIAMI SPRINGS
 ELDERLY SERVICES BUDGET
 FISCAL YEAR ENDING 9/30/24

ACCOUNT NUMBER SENIOR CENTER	ACCOUNT DESCRIPTION Title III C-1	FY2021-22 ACTUALS	FY22-23 AMENDED BUDGET	FY23-24 Departmental Request	Dollar Increase (Decrease)
140-5101-519.12-00	REGULAR SALARIES	62,132	77,826	83,928	6,102
140-5101-519.13-00	PART TIME YEAR ROUND	95,891	134,181	150,654	16,473
140-5101-519.14-00	OVERTIME	-	-	-	-
140-5101-519.21-00	FEDERAL PAYROLL TAXES	11,933	16,219	17,946	1,727
140-5101-519.22-01	GENERAL	6,592	7,285	7,789	504
140-5101-519.23-03	POS. FAMILY	14,201	17,045	20,247	3,202
140-5101-519.23-07	LIFE/AD&D	321	364	393	29
140-5101-519.23-11	DENTAL - OHS - FAMILY	253	305	305	(0)
140-5101-519.23-12	VSP - VISION - FAMILY	92	111	111	0
	TOTAL MEDICAL INSURANCE	14,867	17,825	21,056	3,231
140-5101-519.24-00	WORKER'S COMPENSATION	717	1,061	1,286	225
140-5101-519.31-09	OTHER (Dietician)	1,616	935	2,499	1,564
140-5101-519.34-01	JANITORIAL	54,072	50,114	55,807	5,693
140-5101-519.41-01	TELEPHONE	720	938	2,363	1,425
140-5101-519.41-03	POSTAGE	45	50	98	48
140-5101-519.41-06	INTERNET ACCESS	2,351	2,800	3,421	621
140-5101-519.43-01	ELECTRICITY	31,460	27,868	36,320	8,452
140-5101-519.43-02	WATER/GAS	8,018	10,211	13,288	3,077
140-5101-519.43-04	NATURAL GAS	-	-	1,000	1,000
140-5101-519.44-00	RENTALS AND LEASES	1,549	1,850	1,850	-
140-5101-519.45-30	LIABILITY INSURANCE	44,437	49,805	158,477	108,672
140-5101-519.46-01	REPAIR & MAINT - BUILDING	5,695	10,748	7,500	(3,248)
140-5101-519.46-03	EQUIPMENT	438	-	-	-
140-5101-519.48-00	PROMOTIONS	-	-	-	-
140-5101-519.51-00	OFFICE SUPPLIES	716	900	495	(405)
140-5101-519.52-00	OPERATING SUPPLIES	10,259	10,580	4,593	(5,987)
140-5101-519.52-03	UNIFORMS	789	900	900	-
140-5101-519.52-04	CATERING COSTS	155,952	163,360	194,085	30,725
140-5101-519.52-09	OTHER	9,309	19,500	29,477	9,977
140-5101-519.52-24	EMERGENCY MEALS	-	1,450	-	(1,450)
140-5101-519.58-00	EDUCATION AND TRAINING	479	-	-	-
140-5101-519.63-00	IMPROVEMENTS O/T BUILDINGS	-	-	-	-
140-5101-519.64-00	MACHINERY AND EQUIPMENT	18,229	-	-	-
	TITLE III C-1	538,266	606,406	794,832	188,426

CITY OF MIAMI SPRINGS
 ELDERLY SERVICES BUDGET
 FISCAL YEAR ENDING 9/30/24

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2021-22 ACTUALS	FY22-23 AMENDED BUDGET	FY23-24 Departmental Request	Dollar Increase (Decrease)
SENIOR CENTER Title III C-2					
140-5102-519.12-00	REGULAR SALARIES	25,729	24,846	27,560	2,714
140-5102-519.13-00	PART TIME YEAR ROUND	16,264	32,031	17,997	(14,034)
140-5102-519.21-00	FEDERAL PAYROLL TAXES	3,097	4,351	3,485	(866)
140-5102-519.22-01	GENERAL	2,772	2,326	2,558	232
140-5102-519.23-03	POS. FAMILY	6,649	5,687	6,197	510
140-5102-519.23-07	LIFE/AD&D	133	116	129	13
140-5102-519.23-11	DENTAL - OHS - FAMILY	121	95	95	(0)
140-5102-519.23-12	VSP - VISION - FAMILY	46	35	35	0
	TOTAL MEDICAL INSURANCE	6,949	5,933	6,456	523
140-5102-519.31-09	OTHER (Dietician)	1,675	2,100	1,617	(483)
140-5102-519.52-04	CATERING COSTS	115,940	113,000	151,916	38,916
140-5102-519.52-24	EMERGENCY MEALS	-	800	-	(800)
	* TITLE III C-2	172,426	185,387	211,589	26,202
SENIOR CENTER Title III B					
140-5103-519.12-00	REGULAR SALARIES	15,615	13,347	14,664	1,317
140-5103-519.13-00	PART TIME YEAR ROUND	16,673	26,150	29,671	3,521
140-5103-519.21-00	FEDERAL PAYROLL TAXES	2,392	3,022	3,392	370
140-5103-519.22-01	GENERAL	1,682	1,249	1,361	112
140-5103-519.23-03	POS. FAMILY	4,325	3,100	3,378	278
140-5103-519.23-07	LIFE/AD&D	78	62	69	7
140-5103-519.23-11	DENTAL - OHS - FAMILY	79	51	51	0
140-5103-519.23-12	VSP - VISION - FAMILY	30	19	19	(0)
	TOTAL MEDICAL INSURANCE	4,512	3,232	3,517	285
140-5103-519.31-09	OTHER	31	100	-	(100)
140-5103-519.45-10	FLEET MAINTENANCE	21,123	15,000	10,050	(4,950)
140-5103-519.45-30	LIABILITY INSURANCE	13,422	8,990	911	(8,079)
140-5103-519.52-00	OPERATING SUPPLIES	-	-	305	305
140-5103-519.52-02	FUEL, OILS, LUBRICANTS	164	170	63	(107)
140-5103-519.52-07	TIRES	-	500	479	(21)
140-5103-519.64-00	MACHINERY AND EQUIPMENT	-	-	-	-
	* TITLE III B	75,614	71,760	64,413	(7,347)

CITY OF MIAMI SPRINGS
 ELDERLY SERVICES BUDGET
 FISCAL YEAR ENDING 9/30/24

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2021-22 ACTUALS	FY22-23 AMENDED BUDGET	FY23-24 Departmental Request	Dollar Increase (Decrease)
SENIOR CENTER LSP GRANT					
140-5104-519.12-00	REGULAR SALARIES	36,003	35,936	79,269	43,333
140-5104-519.13-00	PART TIME YEAR ROUND	69,806	93,888	125,094	31,206
140-5104-519.21-00	FEDERAL PAYROLL TAXES	8,007	9,932	15,634	5,702
140-5104-519.22-01	GENERAL	4,210	3,364	7,357	3,993
140-5104-519.23-03	POS. FAMILY	8,023	8,300	20,742	12,442
140-5104-519.23-07	LIFE/AD&D	189	42	97	55
140-5104-519.23-11	DENTAL - OHS - FAMILY	140	121	282	161
140-5104-519.23-12	VSP - VISION - FAMILY	50	42	97	55
	TOTAL MEDICAL INSURANCE	8,402	8,505	21,217	12,712
140-5104-519.31-09	OTHER (Dietician)	-	-	-	-
140-5104-519.34-00	OTHER CONTRACTUAL SERVICES	1,536	1,460	-	(1,460)
140-5104-519.52-00	OPERATING SUPPLIES	1,044	1,530	63	(1,467)
140-5104-519.52-10	RECREATION SUPPLIES	673	3,000	5,008	2,008
140-5104-519.52-40	LSP BREAKFAST HOME DEL	120,087	132,000	174,800	42,800
140-5104-519.52-41	LSPWEEKEND MEALS	55,129	44,000	59,825	15,825
140-5104-519.52-50	CMS CONGREGATE MEALS	-	-	-	-
140-5104-519.52-24	CONGREGATE EMERGENCY MEALS	8,384	-	-	-
140-5104-519.52-25	HOME DEL EMERGENCY MEALS	2,230	1,930	-	(1,930)
* LSP GRANT		315,511	335,545	\$488,266	152,721
Total Senior Center		1,101,817	1,199,098	1,559,099	360,001

Basis for FY 2023-24 Salary Projections

Calculations is based upon current earnings at 2,080 hours

- 0.0%
- 0.0%
- 0.00%
- 4.00%

to be effective on 10-01-2023

Base Salary for each position:
Adjustment includes:
Max Annual merit increase for position
Cost of living Adjustment
CPI for all urban (Apr to Apr)
Estimate used for COLA Projection

City of Miami Springs Department: SENIOR CENTER												
Position (Paygrade)	Employee Name	FT PT	Amended Budget	Qty	Fav (Unf)	Current Salary As of 3/31/23	Date of Annual Review	Merit Increase	4% COLA Increase	Retirement Payout	Longevity	FY22-23 Total Pay
Food Service Worker III	R. Vega	PT	1	1	0	\$22,663	n/a	n/a	\$807	\$0	\$0	\$23,570
Food Service Worker II	Maria De La Rosa	PT	1	1	0	\$20,919	n/a	n/a	\$837	\$0	\$0	\$19,758
Food Service Worker II	William Bryson	PT	1	1	0	\$19,719	n/a	n/a	\$789	\$0	\$0	\$19,758
Food Service Worker II	Yvonne Cervantes	PT	1	1	0	\$19,719	n/a	n/a	\$789	\$0	\$0	\$19,758
Food Service Worker II	Francisca Rivera	PT	1	1	0	\$20,919	n/a	n/a	\$837	\$0	\$0	\$19,758
Screening & Assess. Specialist	B Bray	PT	1	1	0	\$32,142	n/a	n/a	\$1,286	\$0	\$0	\$32,125
Screening & Assess. Sp. Bilingual	Chantel Gomez	PT	1	1	0	\$27,281	n/a	n/a	\$1,091	\$0	\$0	\$27,280
Receptionist Registrar	Melanie Perez	FT	1	1	0	\$34,000	n/a	n/a	\$1,360	\$0	\$0	\$36,969
Driver 1	E Rivas	PT	1	1	0	\$26,149	n/a	n/a	\$1,046	\$0	\$0	\$26,150
Yoga Instructor	Vanessa Duenas	PT	1	1	0	\$0	n/a	n/a	\$0	\$0	\$0	\$0
Gym Trainer	Liliana Silva	FT	1	1	0	\$39,520	n/a	n/a	\$1,581	\$0	\$0	\$41,101
Tai Chi	Judd Zisquit	PT	1	1	0	\$0	n/a	n/a	\$0	\$0	\$0	\$0
Art Instructor	Pablo Contriscani	PT	1	1	0	\$0	n/a	n/a	\$0	\$0	\$0	\$0
Music Instructor	Joan Cavalier	PT	1	1	0	\$0	n/a	n/a	\$0	\$0	\$0	\$0
Book Club	Bethany Xiques	PT	1	1	0	\$0	n/a	n/a	\$0	\$0	\$0	\$0
	Andrea Negrin	PT	1	1	0	\$0	n/a	n/a	\$0	\$0	\$0	\$0
Elderly Services Manager	Tammy Key	FT	1	1	0	\$70,000	n/a	n/a	\$2,800	\$0	\$0	\$72,800
Asst Senior Center Manager	Angela Aguila	FT	1	1	0	\$54,000	n/a	n/a	\$2,160	\$0	\$0	\$56,160
Total projections			18	18	0	\$387,031		\$0	\$15,481	\$0	\$0	\$395,186

2023-24 SALARY PROJECTIONS WORKSHEET

Salary Budget Distribution:

	PROJ. SALARY	4%COLA	Salary Budget Distribution:			Total Pay
			III B BUDGET: 5103	III C-1 BUDGET: 5101	III C-2 BUDGET: 5102	
FOOD SERVICE WORKERS:						
R. Vega- Manager		11077.50	443.10	11520.60		11520.60
María De La Rosa	3 hr/day x 250 days/yr x \$ 14.77/hr	22165.00	886.60	23051.60		23051.60
William Bryson	6.5 hr/day x 250 days/yr x \$ 13.64/hr	22487.50	899.50	23387.00		23387.00
Yvonne Cervantes	7 hr/day x 250 days/yr x \$ 12.85/hr	20881.25	835.25	21716.50		21716.50
Francisca Rivera	6.5 hr/day x 250 days/yr x \$ 12.85/hr	20460.00	818.40	21278.40		21278.40
Janiza Hernandez	6 hr/day x 250 days/yr x \$ 13.64/hr	16062.50	642.50	16705.00		16705.00
SCREENING & ASSESSMENT SPECIALIST:						
Betty Bray	5 hr/day x 250 days/yr x \$25.70/hr	32125.00	1285.00	33410.00		33410.00
Chantel Gomez	5.75hr/day x 250days/yr x \$17.78	25558.75	1022.35	26581.09		26581.09
Melanie Perez	FT	34000.00	1360.00	35360.00		35360.00
DRIVERS:						
Edelberto Rivas	6hrs/day x 250 x \$19.02/hr	28530.00	1141.20	29671.20		29671.20
HEALTH SUPPORT INSTRUCTORS:						
Vanessa Duenas	11.5hrs/wk x 52 weeks x \$46.80/hr	27986.40	1119.46	29105.86		29105.86
Tai chi- Judd Zisquit	2 hrs/wk x 52wks x \$94.04/hr	9780.16	391.21	10171.36		10171.36
Liliana Silva	-40hrs/wk x 52 weeks x \$19.00/hr	39520.00	1580.80	41100.80		41100.80
Dance- Ginnette Shahar Perera	3hrs/wk x 52 weeks x \$46.80	7300.80	292.03	7592.83		7592.83
RECREATION INSTRUCTORS:						
Art- Joan Cavalier	4hrs week x 52 weeks /yr x \$78	16224.00	648.96	16872.96		16872.96
Music- Bethany Xiques	6hrs week x 52 weeks/yr x \$80.34	25066.08	1002.64	26068.72		26068.72
Book Club- Andrea Negrin	2 hrs month x 12 months x\$78	1872.00	74.88	1946.88		1946.88
Art-Pablo Contrisciani	6hrs a week x 52 weeks x \$75	23400.00	936.00	24336.00		24336.00
ELDERLY SERVICES Manager:						
Tammy Key (12 months)	FT	70000.00	2800.00	72800.00		72800.00
ELDERLY SERVICES Assistant Manager						
Angela Aguila (12 months)	FT	54000.00	2160.00	56160.00		56160.00
Totals:		508496.94	20339.88	528836.80		528836.80

**CITY OF MIAMI SPRINGS
ASSET ACQUISITION REQUEST
FOR FY 2023-24 BUDGET YEAR**

(this form to be used for all projected machinery, equipment, vehicle and office/computer equipment with cost per item exceeding \$1,000)

Department: _____ Adult Community Center

<u>Description of equipment requested</u>	<u>Estimated Cost</u>
20 Chairs	\$4,100
	\$ -
	\$ -
	\$ -
	\$ -
Total budget request:	\$ 4,100.00

<u>Detail any grant or additional funding sources for this project</u>	<u>Funding</u>
	\$ -
	\$ -
	\$ -
Total additional funding	\$ -

Reason why equipment is needed

Attendance has grown and we often find that we need additional chairs
for special events

<u>Expected cost savings from this acquisition(if any)</u>	<u>Expected Savings</u>
	\$ -

Department Head Signature

City Manager Approval

Fiscal Year : : 2023
 Budget Level : : BUDG
 Description : : DEPARTMENTAL INPUT

Account #	Description	Budget Amount	Misc. Info
140-5101-519-12-00	REGULAR SALARIES	83,928.00	
140-5101-519-13-00	PART TIME YEAR ROUND	150,654.00	
140-5101-519-21-00	FEDERAL PAYROLL TAXES	17,946.00	
140-5101-519-22-01	GENERAL	7,789.00	
140-5101-519-23-03	POS FAMILY	20,247.00	
140-5101-519-23-07	LIFE/AD&D	393.00	
140-5101-519-23-11	DENTAL - OHS - FAMILY	305.00	
140-5101-519-23-12	VSP - VISION - FAMILY	111.00	
140-5101-519-24-00	WORKER'S COMPENSATION	1,286.00	
140-5101-519-31-09	OTHER	2,499.00	
140-5101-519-34-01	JANITORIAL	55,807.00	
140-5101-519-41-01	TELEPHONE: BASE & LOCAL	2,363.00	
140-5101-519-41-03	POSTAGE	2,98.00	
140-5101-519-41-06	INTERNET ACCESS	3,421.00	
140-5101-519-43-01	ELECTRICITY	36,320.00	
140-5101-519-43-02	WATER	13,288.00	
140-5101-519-43-03	NATURAL GAS	1,000.00	
140-5101-519-44-00	RENTALS AND LEASES	1,850.00	
140-5101-519-45-30	RISK MANAGEMENT	158,477.00	
140-5101-519-46-01	BUILDINGS	7,500.00	
140-5101-519-51-00	OFFICE SUPPLIES	7,495.00	
140-5101-519-52-00	OPERATING SUPPLIES	4,593.00	
140-5101-519-52-03	UNIFORMS	900.00	
140-5101-519-52-04	CATERING COSTS	194,085.00	
140-5101-519-52-09	OTHER	29,477.00	
* Total Accounts for this Budget Level		794,832.00	25

Fiscal Year : : 2023
 Budget Level : : BUDG
 Description : : DEPARTMENTAL INPUT

Account #	Description	Budget Amount	Misc. Info
140-5102-519-12-00	REGULAR SALARIES	27,560.00	
140-5102-519-13-00	PART TIME YEAR ROUND	17,997.00	
140-5102-519-21-00	FEDERAL PAYROLL TAXES	3,485.00	
140-5102-519-22-01	GENERAL	2,558.00	
140-5102-519-22-01	POS, FAMILY	6,197.00	
140-5102-519-23-03	LIFE/AD&D	129.00	
140-5102-519-23-07	DENTAL - OHS - FAMILY	95.00	
140-5102-519-23-11	VSP - VISION - FAMILY	35.00	
140-5102-519-23-12	OTHER	1,617.00	
140-5102-519-31-09	CATERING COSTS	151,916.00	
140-5102-519-52-04		211,589.00	
* Total Accounts for this Budget Level			10

Fiscal Year : : 2023
 Budget Level : : BUDG
 Description : : DEPARTMENTAL INPUT

Account #	Description	Budget Amount	Misc. Info
140-5103-519-12-00	REGULAR SALARIES	14,664.00	
140-5103-519-13-00	PART TIME YEAR ROUND	29,671.00	
140-5103-519-21-00	FEDERAL PAYROLL TAXES	3,392.00	
140-5103-519-22-01	GENERAL	1,361.00	
140-5103-519-23-03	POS, FAMILY	3,378.00	
140-5103-519-23-07	LIFE/AD&D	69.00	
140-5103-519-23-11	DENTAL - OHS - FAMILY	51.00	
140-5103-519-23-12	VSP VISION - FAMILY	19.00	
140-5103-519-45-10	FLEET MAINTENANCE	10,050.00	
140-5103-519-45-30	RISK MANAGEMENT	911.00	
140-5103-519-52-00	OPERATING SUPPLIES	305.00	
140-5103-519-52-02	FUEL, OILS, LUBRICANTS	63.00	
140-5103-519-52-07	TIRES	479.00	
140-5103-519-52-07	TIRES	479.00	
* Total Accounts for this Budget Level		64,413.00	

Fiscal Year : : 2023
 Budget Level : : BUDG
 Description : : DEPARTMENTAL INPUT

Account #	Description	Budget Amount	Misc. Info
140-5104-519-12-00	REGULAR SALARIES	79,269.00	
140-5104-519-13-00	PART TIME YEAR ROUND	125,094.00	
140-5104-519-21-00	FEDERAL PAYROLL TAXES	15,634.00	
140-5104-519-22-01	GENERAL	7,357.00	
140-5104-519-23-03	POS FAMILY	20,742.00	
140-5104-519-23-07	LIFE/AD&D	97.00	
140-5104-519-23-11	DENTAL - OHS - FAMILY	282.00	
140-5104-519-23-12	VSP - VISION - FAMILY	97.00	
140-5104-519-52-00	OPERATING SUPPLIES	63.00	
140-5104-519-52-10	RECREATION SUPPLIES	5,008.00	
140-5104-519-52-40	LSP BREAKFAST HOME DELIV	174,800.00	
140-5104-519-52-41	LSP WEEKEND LUNCH HME DEL	59,825.00	
140-5104-519-52-41	* Total Accounts for this Budget Level	488,268.00	

SECTION 17

GOLF & COUNTRY CLUB

MISSION STATEMENT

Our Mission is to provide an exceptional golfing experience for players of all skill levels, fostering a welcoming and inclusive environment where passion for the game thrives.

Through meticulous course maintenance, stunning natural landscapes, and outstanding customer service, we aim to create memorable moments that inspire camaraderie, personal growth, and a deep appreciation for the timeless sport of Golf.

With a commitment to sustainability and community engagement, we strive to be a destination that not only delights Golf enthusiasts but also contributes positively to the local ecosystem and the well-being of our neighbors.

Join us in celebrating the spirit of the game as we create a haven for players to relax, connect and elevate their Golfing journey.

Miami Springs Golf Course

Goals

- Continue to exceed guest expectations by delivering a quality product, personalized Service and unparalleled value.
- Maintain quality golf course conditions which stand out in the minds of our customers and provides great pride among our staff and residents of Miami Springs.
- Protect the Golf Course during the Miami Dade Water and Sewer Wellfield Construction Project.

Objectives

- Continue to revitalize the golf course and continue to grow a loyal clientele
- Exceed customers' expectations
- Continue to increase our average dollars per player revenue.

FY 2022-23 Accomplishments

- Completed the CP #2201 Miami Springs Golf Course Revitalization Project including all 18 Golf holes and practice facility.

2023-24 Budget Highlights

- Proposed budget is \$448,162 or 20.6% greater than FY 22-23.

- Budget Summary:

Budgeted Revenues	\$ 2,803,227
Budgeted Expenditures	\$ 2,624,764
Net cost of Department	\$ 178,463

CITY OF MIAMI SPRINGS
 RECREATION DEPARTMENT BUDGET
 FISCAL YEAR ENDING 9/30/24

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT DESCRIPTION</u>	<u>FY21-22</u> <u>ACTUALS</u>	<u>FY22-23</u> <u>AMENDED</u> <u>BUDGET</u>	<u>FY23-24</u> <u>Departmental</u> <u>Request</u>	<u>Dollar</u> <u>Increase</u> <u>(Decrease)</u>
<u>GOLF ADMINISTRATION</u>					
001-5706-572.43-01	ELECTRICITY	-	-	-	-
001-5706-572.45-30	LIABILITY INSURANCE	12,922	13,132	9,455	(3,677)
	* ADMINISTRATION	<u>12,922</u>	<u>13,132</u>	<u>9,455</u>	<u>(3,677)</u>

CITY OF MIAMI SPRINGS
RECREATION DEPARTMENT BUDGET
FISCAL YEAR ENDING 9/30/24

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY21-22 ACTUALS	FY22-23 AMENDED BUDGET	FY23-24 Departmental Request	Dollar Increase (Decrease)
GOLF PRO SHOP					
001-5707-572.12-00	REGULAR SALARIES	216,657	226,252	243,116	16,864
001-5707-572.13-00	PART TIME YEAR ROUND	185,242	100,000	210,347	110,347
001-5707-572.14-00	OVERTIME	746	-	-	-
001-5707-572.21-00	FEDERAL PAYROLL TAXES	30,818	24,958	34,690	9,732
001-5707-572.22-00	PENSION PLAN-GENERAL	22,973	21,179	22,563	1,384
001-5707-572.23-00	MEDICAL INSURANCE	31,752	41,058	44,753	3,695
001-5707-572.23-07	Life Insurance	1,039	1,049	1,128	79
001-5707-572.23-08	Dental ins	525	644	644	(0)
001-5707-572.23-09	Vision Ins	187	222	222	(0)
001-5707-572.24-00	WORKER'S COMPENSATION	4,311	5,978	9,957	3,979
001-5707-572.25-00	UNEMPLOYMENT COMPENSATION	-	-	-	-
001-5707-572.31-00	PROFESSIONAL SERVICES	660	3,000	3,150	150
001-5707-572.34-00	OTHER CONTRACTURAL	-	-	-	-
001-5707-572.41-01	TELEPHONE: BASE & LOCAL	4,461	3,100	1,200	(1,900)
001-5707-572.41-02	CELLULAR	1,902	1,500	1,500	-
001-5707-572.41-03	POSTAGE	181	150	190	40
001-5707-572.41-06	INTERNET ACCESS	7,648	7,600	8,030	430
001-5707-572.43-01	ELECTRICITY	44,900	16,000	45,000	29,000
001-5707-572.43-02	WATER/GAS	232	600	642	42
001-5707-572.44-00	RENTALS AND LEASES	59,394	50,000	73,630	23,630
001-5707-572.45-30	LIABILITY INSURANCE	21,805	24,435	23,740	(695)
001-5707-572.46-00	REPAIRS AND MAINTENANCE	6,001	10,500	11,025	525
001-5707-572.47-00	PRINTING AND BINDING	2,990	4,000	4,200	200
001-5707-572.48-00	ADVERTISING	800	5,000	5,250	250
001-5707-572.49-00	OTHER CURRENT CHARGES	435	-	-	-
001-5707-572.49-05	CREDIT CARD FEES	65,163	30,000	30,000	-
001-5707-572.51-00	OFFICE SUPPLIES	1,596	2,000	2,100	100
001-5707-572.52-00	OPERATING SUPPLIES	5,003	4,000	5,500	1,500
001-5707-572.52-05	MERCHANDISE	90,688	60,000	110,000	50,000
001-5707-572.52-12	DRIVING RANGE	2,489	1,500	3,000	1,500
001-5707-572.54-00	DUES, MEMBERSHIPS, SUBS	1,492	1,500	1,575	75
180-5803-572.63-00	IMPROVEMENTS OF BLDG	-	79,029	4,000	(75,029)
001-5707-572.64-00	MACHINERY AND EQUIPMENT	4,288	-	-	-
* PRO SHOP		816,378	725,254	901,152	175,898

CITY OF MIAMI SPRINGS
RECREATION DEPARTMENT BUDGET
FISCAL YEAR ENDING 9/30/24

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY21-22 ACTUALS	FY22-23 AMENDED BUDGET	FY23-24 Departmental Request	Dollar Increase (Decrease)
GOLF MAINTENANCE					
001-5708-572.12-00	REGULAR SALARIES	249,072	299,116	315,556	16,440
001-5708-572.21-00	FEDERAL PAYROLL TAXES	18,606	22,882	24,140	1,258
001-5708-572.22-00	PENSION PLAN-GENERAL	26,592	28,000	29,286	1,286
001-5708-572.23-00	MEDICAL INSURANCE	42,566	56,661	61,761	5,100
001-5708-572.23-07	LIFE INS	1,200	1,387	1,464	77
001-5708-572.23-08	DENTAL - OHS - EMPLOYEE	1,005	1,165	1,179	14
001-5708-572.23-09	VISION	272	328	328	0
001-5708-572.24-00	WORKER'S COMPENSATION	4,336	4,487	4,733	246
001-5708-572.31-00	PROFESSIONAL SERVICES	13,923	16,000	16,000	-
001-5708-572.34-01	CONTRACTUAL SERVICES-LABOR	306,359	346,393	350,000	3,607
001-5708-572.41-02	CELLULAR	1,917	420	1,000	580
001-5708-572.43-01	ELECTRICITY	26,974	25,000	28,000	3,000
001-5708-572.43-02	WATER	-	12,000	12,000	-
001-5708-572.44-00	RENTALS AND LEASES	3,274	8,000	8,000	-
001-5708-572.45-00	LIABILITY INSURANCE	16,194	19,592	15,345	(4,247)
001-5708-572.46-00	REPAIRS AND MAINTENANCE	51,626	45,960	45,000	(960)
001-5708-572.46-03	R&M-EQUIPMENT/IRRIGATION PUMP	8,696	48,992	10,000	(38,992)
001-5708-572.46-51	R&M-SAND/TOPDRESSING	42,757	50,000	50,000	-
001-5708-572.46-52	R&M-AQUATIC CANAL	5,440	5,280	5,280	-
001-5708-572.52-00	OPERATING SUPPLIES	32,318	40,000	40,000	-
001-5708-572.52-02	FUEL	58,869	63,899	60,000	(3,899)
001-5708-572.52-03	UNIFORMS	1,761	2,000	2,000	-
001-5708-572.52-31	CHEMICALS & FERTILIZERS	192,571	155,000	160,000	5,000
001-5708-572.52-33	SEED AND SOD	27,965	30,000	30,000	-
001-5708-572.52-35	COURSE SERVICE SUPPLIES	2,964	5,000	5,000	-
001-5708-572.54-00	DUES, MEMBERSHIPS, SUBS	876	1,000	1,000	-
001-5708-572-58-00	EDUCATION AND TRAINING	-	1,500	1,500	-
001-5708-572.63-00	IMPROVEMENTS OIT BUILDING	-	-	-	-
001-5708-572.64-00	MACHINERY AND EQUIPMENT	-	-	-	-
001-5708-572-91-01	TRANSFERS TO DEBT SERVICE FUN	148,154	148,154	435,585	287,431
	Total Golf Course maintenance	1,286,287	1,438,216	1,714,157	275,941
	Subtotal Golf	2,115,587	2,176,602	2,624,764	448,162

Fiscal Year : : 2023
Budget Level : : BUDG
Description : : DEPARTMENTAL INPUT
Account # Description

Budget Amount

Misc. Info

1-5706-572-45-30 RISK MANAGEMENT
* Total Accounts for this Budget Level

9,455.00
9,455.00

1

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Fiscal Year : : 2023
 Budget Level : : BUDG
 Description : : DEPARTMENTAL INPUT

Account #	Description	Budget Amount	Misc. Info
1-5707-572-12-00	REGULAR SALARIES	243,116.00	
1-5707-572-13-00	PART TIME YEAR ROUND	210,347.00	
1-5707-572-21-00	FEDERAL PAYROLL TAXES	34,690.00	
1-5707-572-22-01	GENERAL	22,563.00	
1-5707-572-23-00	MEDICAL INSURANCE	44,753.00	
1-5707-572-23-07	LIFE/AD&D	1,128.00	
1-5707-572-23-08	DENTAL - OHS - EMPLOYEE	644.00	
1-5707-572-23-09	VSP - VISION - EMPLOYEE	222.00	
1-5707-572-24-00	WORKER'S COMPENSATION	9,957.00	
1-5707-572-31-00	PROFESSIONAL SERVICES	3,150.00	
1-5707-572-41-01	TELEPHONE: BASE & LOCAL	1,200.00	
1-5707-572-41-02	CELLULAR TELEPHONE	1,500.00	
1-5707-572-41-03	POSTAGE	190.00	
1-5707-572-41-06	INTERNET ACCESS	8,030.00	
1-5707-572-43-01	ELECTRICITY	45,000.00	
1-5707-572-43-02	WATER	642.00	
1-5707-572-44-00	RENTALS AND LEASES	73,630.00	
1-5707-572-45-30	RISK MANAGEMENT	23,740.00	
1-5707-572-46-00	REPAIRS AND MAINTENANCE	11,025.00	
1-5707-572-47-00	PRINTING AND BINDING	4,200.00	
1-5707-572-48-00	PROMOTIONS	5,250.00	
1-5707-572-49-05	CREDIT CARD FEES	30,000.00	
1-5707-572-51-00	OFFICE SUPPLIES	2,100.00	
1-5707-572-52-00	OPERATING SUPPLIES	5,500.00	
1-5707-572-52-05	MERCHANDISE	110,000.00	
1-5707-572-52-12	DRIVING RANGE	3,000.00	
1-5707-572-54-00	DUES, MEMBERSHIPS, SUBS	1,575.00	
1-5707-572-63-00	IMPROVEMENTS O/T BUILDING	4,000.00	
* Total Accounts for this Budget Level		901,152.00	28

Fiscal Year : 2023
 Budget Level : BUDG
 Description : DEPARTMENTAL INPUT

Account #	Description	Budget Amount	Misc. Info
1-5708-572-12-00	REGULAR SALARIES	315,556.00	
1-5708-572-21-00	FEDERAL PAYROLL TAXES	24,140.00	
1-5708-572-22-01	GENERAL	29,286.00	
1-5708-572-23-00	MEDICAL INSURANCE	61,761.00	
1-5708-572-23-07	LIFE/AD&D	1,464.00	
1-5708-572-23-08	DENTAL - OHS - EMPLOYEE	1,179.00	
1-5708-572-23-09	VSP - VISION - EMPLOYEE	328.00	
1-5708-572-24-00	WORKER'S COMPENSATION	4,733.00	
1-5708-572-31-00	PROFESSIONAL SERVICES	16,000.00	
1-5708-572-34-00	OTHER CONTRACTUAL SERVICE	350,000.00	
1-5708-572-41-02	CELLULAR TELEPHONE	1,000.00	
1-5708-572-43-01	ELECTRICITY	28,000.00	
1-5708-572-43-02	WATER	12,000.00	
1-5708-572-44-00	RENTALS AND LEASES	8,000.00	
1-5708-572-45-00	ISF: LIABILITY INSURANCE	15,345.00	
1-5708-572-46-00	REPAIRS AND MAINTENANCE	45,000.00	
1-5708-572-46-03	EQUIPMENT - GENERAL	10,000.00	
1-5708-572-46-51	SAND/BUNKER MAINTENANCE	50,000.00	
1-5708-572-46-52	AQUATIC CANAL MAINTENANCE	5,280.00	
1-5708-572-52-00	OPERATING SUPPLIES	40,000.00	
1-5708-572-52-02	FUEL, OILS, LUBRICANTS	60,000.00	
1-5708-572-52-03	UNIFORMS	2,000.00	
1-5708-572-52-31	CHEMICALS	160,000.00	
1-5708-572-52-33	SEED AND SOD	30,000.00	
1-5708-572-52-35	GOLF CRSE SVC SUPPLIES	5,000.00	
1-5708-572-54-00	DUES, MEMBERSHIPS, SUBS	1,000.00	
1-5708-572-58-00	EDUCATION AND TRAINING	1,500.00	
1-5708-572-91-12	TRF TO DEBT SERVICE	435,585.00	
* Total Accounts for this Budget Level		1,771,157.00	28

**CITY OF MIAMI SPRINGS
ASSET ACQUISITION REQUEST
FOR FY 2023-24 BUDGET YEAR**

(this form to be used for all projected machinery, equipment, vehicle and office/computer equipment with cost per item exceeding \$1,000)

Department: _____ Golf

Description of equipment requested

Estimated Cost

2024 Club Car CA300 Gas Utility Vehicle	\$ 7,784.00
Range Cab Enclosure Kit	\$ 4,837.35
Freight from Augusta, GA	\$ 334.00
5 Gang Range Ball Picker	\$ 3,796.00
_____	\$ -
_____	\$ -
_____	\$ -
_____	\$ -
Total budget request:	<u><u>\$ 16,751.35</u></u>

Detail any grant or additional funding sources for this project

Funding

None	\$ -
_____	\$ -
_____	\$ -
Total additional funding	<u><u>\$ -</u></u>

Reason why equipment is needed

Needed to support driving range operation. Please see attachments.

Expected cost savings from this acquisition(if any)

Expected Savings

_____	_____
_____	_____
_____	\$ -

Department Head Signature _____ City Manager Approval _____

**CITY OF MIAMI SPRINGS
ASSET ACQUISITION REQUEST
FOR FY 2023-24 BUDGET YEAR**

(this form to be used for all projected machinery, equipment, vehicle and office/computer equipment with cost per item exceeding \$1,000)

Department: _____ Golf Maintenance

<u>Description of equipment requested</u>	<u>Estimated Cost</u>
Golf Course Fleet maintenance equipment (see quote attached)	\$ 1,274,029.00
_____	_____
_____	_____
_____	\$ -
_____	\$ -
_____	\$ -
_____	\$ -
Total budget request:	<u><u>\$ 1,274,029.00</u></u>

<u>Detail any grant or additional funding sources for this project</u>	<u>Funding</u>
None	\$ -
_____	\$ -
_____	\$ -
Total additional funding	<u><u>\$ -</u></u>

Reason why equipment is needed
 To maintain and provide optimum playing conditions.

<u>Expected cost savings from this acquisition(if any)</u>	<u>Expected Savings</u>
None	_____
_____	_____
_____	\$ -

 Department Head Signature

 City Manager Approval

BUDGET REVENUE REPORT ASSUMPTIONS

Miami Springs Country Club
FY2023-24

Profit and Loss Summary	October	November	December	January	February	March	April	May	June	July	August	September	YTD Variance
Revenue													
Greens Fees	\$225,000.00	\$225,000.00	\$225,000.00	\$200,000.00	\$200,000.00	\$185,000.00	\$150,000.00	\$150,000.00	\$150,000.00	\$125,000.00	\$125,000.00	\$125,000.00	\$2,085,000.00
Cart Fees	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$84,000.00
Merchandise	\$10,000.00	\$11,000.00	\$11,000.00	\$12,000.00	\$12,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$126,000.00
Premier Card Revenue													
Driving Range	\$30,000	\$40,000	\$40,000.00	\$35,000.00	\$35,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$390,000.00
Gift Certificate	\$2,000.00	\$2,000.00	\$2,500.00										\$6,500.00
Food & Beverage	\$4,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$52,000.00
Club Rentals	\$2,000.00	\$3,000.00	\$4,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$42,000.00
GHIN/Handicap Fees	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00							\$600.00
Membership													\$0.00
Total:	\$280,100.00	\$293,100.00	\$294,600.00	\$264,100.00	\$264,100.00	\$241,100.00	\$214,000.00	\$215,000.00	\$214,000.00	\$189,000.00	\$189,000.00	\$189,000.00	\$2,847,100.00

**MIAMI SPRINGS GOLF AND COUNTRY CLUB
PERFORMANCE MEASURES**

Indicator	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Goal
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Outputs

Number of rounds played	39,876	38,715	43,307	17,954	40,000
Number of memberships sold	182	324	275	0	40
Membership revenue	\$69,500	\$95,000	\$97,000	\$0	\$25,000
Total revenues	\$1,219,350	\$2,012,668	\$1,985,021	\$1,035,779	\$2,803,227
Average revenue per player (range, merchandise, cart fee, green fee)	\$1.98	\$2.52	\$2.24	\$2.80	\$80.56

Effectiveness

Increase number of rounds played	NO	No	Yes	No
Increase number of memberships sold	No	Yes	No	No

Efficiency

Maintenance cost per acre 220	\$4,826	\$4,400	\$5,327	\$5,400
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* Budget for 22/23 is affected by the Capital Project of renovating the Golf Course it will be closed from April 1 to Oct 1 2023.

SECTION 18

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 \$7.5 million Community Center/Aquatic Center Note, the \$5 million Senior Center Construction Loan, the \$1.6 million Energy Conservation Note, the \$448,000 Westward Bike Path Note, the \$3.8 million Golf & Country Club Golf Revitalization Note, and other equipment leases. These notes 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.

2022-23 Accomplishments

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

2023-24 Budget Highlights

- Proposed budget is \$133,059 or 7.95% greater than FY 22-23.

- Budget Summary:

Budgeted Revenues	\$ -0-
Budgeted Expenditures	<u>\$ 1,805,985</u>
Net cost of Department	<u>\$ 1,805,985</u>

CITY OF MIAMI SPRINGS
DEBT SERVICE BUDGET
FISCAL YEAR ENDING 9/30/24

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2020-21 ACTUALS	FY2022-23 AMENDED BUDGET	FY2023-24 Departmental Request	Dollar Increase (decrease)
GO BONDS					
201-2025-519-71-40	PRINCIPAL-Golf equipment lease	126,804	130,213	33,183	(97,030)
201-2025-519-72-40	INTEREST-Golf equipment lease	8,541	3,540	256	(3,284)
201-2025-519-71-71	PRINCIPAL-Golf equipment lease	13,244	13,552	14,137	585
201-2025-519-72-71	INTEREST-Golf equipment lease	830	849	264	(585)
201-2025-519-71-60	PRINCIPAL-Chargepoint Lease	2,250	2,250	-	(2,250)
201-2025-519-71-12	PRINCIPAL-PNC Loan	102,723	110,916	119,542	8,626
201-2025-519-72-12	INTEREST-PNC Loan	39,899	36,053	31,903	(4,150)
201-2025-519-71-25	PRINCIPAL-Police cars/software lease	173,856	179,818	45,824	(133,994)
201-2025-519-72-25	INTEREST-Police cars/software lease	9,258	4,888	353	(4,535)
201-2025-519-71-72	PRINCIPAL-Police eqpt/technology	30,902	30,743	32,071	1,328
201-2025-519-72-72	INTEREST-Police eqpt/technology	1,936	1,926	598	(1,328)
201-2025-519-71-73	PRINCIPAL-PW City Hall	50,768	45,106	47,054	1,948
201-2025-519-72-73	INTEREST-PW City Hall	3,181	2,826	878	(1,948)
201-2025-519-71-74	PRINCIPAL-PW Eqpt/renovation	-	4,968	5,182	214
201-2025-519-72-74	INTEREST-PW Eqpt/renovation	-	311	97	(214)
201-2025-519-71-75	PRINCIPAL-Rec-Field renovation	15,451	15,996	16,687	691
201-2025-519-72-75	INTEREST-Rec Field renovation	968	1,002	311	(691)
201-2025-519-71-45	PRINCIPAL-Senior Center building	250,000	250,000	250,000	-
201-2025-519-72-45	INTEREST-Senior Center building	119,250	112,625	112,625	-
201-2025-519-71-35	PRINCIPAL-CITY NATIONAL LEASE	8,248	-	-	-
201-2025-519-72-35	INTEREST-CITY NATIONAL LEASE	128	-	-	-
201-2026-519-71-13	PRINCIPAL-Aquatic Center	493,000	510,000	525,000	15,000
201-2026-519-72-13	INTEREST-Aquatic Center	143,010	127,541	111,853	(15,688)
201-2025-519-71-20	PRINCIPAL-Suntrust Lease #6	-	-	-	-
201-2025-519-72-20	INTEREST-Suntrust Lease #6	-	-	-	-
201-2025-519-71-30	PRINCIPAL-BB&T Bike Path	64,754	64,071	48,054	(16,017)
201-2025-519-72-30	INTEREST-BB&T Bike Path	3,241	1,877	512	(1,365)
201-2025-519-71-85	PRINCIPAL-SouthState Golf renovation	-	-	162,143	162,143
201-2025-519-72-85	INTEREST-SouthState Golf renovation	-	-	225,604	225,604
201-2025-519-71-78	PRINCIPAL-Finance Pro lease 2021	-	-	-	-
201-2025-519-72-78	INTEREST-Finance pro lease 2021	-	-	-	-
201-2025-519-71-80	PRINCIPAL-Parks Lease 2021	15,183	20,623	20,935	312
201-2025-519-72-80	INTEREST-Parks lease 2021	1,208	1,232	921	(311)
		1,678,633	1,672,926	1,805,985	133,059

Fiscal Year . . . : 2023
 Budget Level . . . : BUDG
 Description . . . :

DEPARTMENTAL INPUT
 Description

Budget Amount

Misc. Info

Account #	Description	Budget Amount	Misc. Info
201-2025-519-71-12	GRN VENTURES PRINS-ENERGY	119,542.00	
201-2025-519-71-13	AQUATIC CENTER	525,000.00	
201-2025-519-71-25	BOA POLICE EQUIP LEASE	45,824.00	
201-2025-519-71-30	BB&T NOTE	48,054.00	
201-2025-519-71-40	GOLF COURSE EQPT LEASE	33,183.00	
201-2025-519-71-45	SENIOR CENTER BUILDING	250,000.00	
201-2025-519-71-71	GOLF EQUIPMENT LEASE	14,137.00	
201-2025-519-71-72	POLICE EQUIP TECHNOLOGY	32,071.00	
201-2025-519-71-73	PW CITY HALL	47,054.00	
201-2025-519-71-74	PW EQUIP RENOVATION	5,182.00	
201-2025-519-71-75	REC FIELD RENOVATION	16,687.00	
201-2025-519-71-80	CNB 2021 NOTE-RECREATION	20,935.00	
201-2025-519-71-85	SOUTHSTATE GOLF LOAN	162,143.00	
201-2025-519-72-12	GRN VENTURES- ENERGY SAV	31,903.00	
201-2025-519-72-13	AQUATIC CENTER	111,853.00	
201-2025-519-72-25	BOA POLICE EQUIP LEASE	353.00	
201-2025-519-72-30	BB&T NOTE	512.00	
201-2025-519-72-40	INTEREST-GOLF EQPT LEASE	256.00	
201-2025-519-72-45	SENIOR CENTER BUILDING	112,625.00	
201-2025-519-72-71	GOLF EQUIPMENT LEASE	264.00	
201-2025-519-72-72	POLICE EQUIP TECHNOLOGY	598.00	
201-2025-519-72-73	PW CITY HALL	878.00	
201-2025-519-72-74	PW EQUIP RENOVATION	97.00	
201-2025-519-72-75	REC FIELD RENOVATION	311.00	
201-2025-519-72-80	CNB 2021 NOTE-RECREATION	921.00	
201-2025-519-72-85	SOUTHSTATE GOLF LOAN	225,604.00	
* Total Accounts for this Budget Level		1,805,987.00	

SECTION 19

CITY OF MIAMI SPRINGS
 SANITATION FUND BUDGET
 FISCAL YEAR ENDING 9/30/24

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY21-22 ACTUALS	FY22-23 AMENDED BUDGET	FY23-24 Departmental Request	Dollar Increase (Decrease)
SANITATION					
430-3401-534.12-00	REGULAR SALARIES	468,438	513,039	526,124	13,085
430-3401-534.14-00	OVERTIME	17,813	18,000	18,000	-
430-3401-534.21-00	FICA TAXES	37,623	41,083	41,625	542
430-3401-534.22-01	GENERAL EMPLOYEES RET SYS	(132,231)	42,787	42,854	67
430-3401-534.23-01	POS, EMPLOYEE ONLY	108,618	130,012	130,525	513
430-3401-534.23-04	HMO, EMPLOYEE ONLY	-	-	-	-
430-3401-534.23-05	HMO, EMPLOYEE + 1	-	-	-	-
430-3401-534.23-06	HMO, FAMILY	-	-	-	-
430-3401-534.23-07	LIFE/AD&D	2,333	2,400	2,431	31
430-3401-534.23-08	DENTAL-ORAL HEALTH SVCS	2,341	2,710	2,743	33
430-3401-534.23-09	VSP-VISION SERVICE PLAN	638	712	712	(0)
430-3401-534.23-10	DENTAL- OHS - DUAL	-	-	-	-
430-3401-534.23-11	DENTAL - OHS - FAMILY	-	-	-	-
430-3401-534.23-12	VSP - VISION - FAMILY	-	-	-	-
430-3401-534.23-19	HMO - EMPLOYEE + CHILDREN	-	-	-	-
	TOTAL MEDICAL INSURANCE	113,930	135,834	136,410	576
430-3401-534.24-00	WORKER'S COMPENSATION	18,309	12,976	13,153	177
430-3401-534.31-00	PROFESSIONAL SERVICES	8,500	-	-	-
430-3401-534.34-00	OTHER CONTRACTUAL SERVICE	-	-	-	-
430-3401-534.34-02	DUMPING AND DISPOSAL	720,370	700,000	750,000	50,000
430-3401-534.34-05	SOLID WASTE RECYCLE	122,392	120,000	233,000	113,000
430-3401-534.41-02	CELLULAR PHONE	-	500	500	-
430-3401-534.41-06	INTERNET CHARGES	3,195	3,000	3,000	-
430-3401-534.45-10	FLEET MAINTENANCE	263,244	249,999	250,000	1
430-3401-534.45-30	LIABILITY INSURANCES	28,597	34,260	39,322	5,062
430-3401-534.46-00	REPAIRS AND MAINTENANCE	5,882	2,000	2,000	-
430-3401-534.49-80	COUNTY COLLECTION FEES	-	-	-	-
430-3401-534.49-05	CREDIT CARD FEES/BANK FEES	412	-	-	-
430-3401-534.49-90	BAD DEBT EXPENSE	(7,089)	-	-	-
430-3401-534.52-00	OPERATING SUPPLIES	10,513	20,000	20,000	-
430-3401-534.52-02	FUEL, OILS, LUBRICANTS	92,771	85,000	85,000	-
430-3401-534.52-07	TIRES	14,826	17,000	17,000	-
430-3401-534.58-00	EDUCATION AND TRAINING	-	6,000	2,200	(3,800)
430-3401-534.59-00	DEPRECIATION	115,466	130,251	130,251	-
430-3401-534.72-00	INTEREST	6,268	6,334	4,734	(1,600)
430-3401-534.91-01	MANAGEMENT FEE TO GENERAL FU	370,000	470,000	470,000	-
	Total Operating Expenses	2,279,229	2,608,063	2,785,174	177,111
430-3401-534.64-00	MACHINERY & EQUIPMENT	-	27,289	-	(27,289)
	Total Sanitation	2,279,229	2,635,352	2,785,174	149,822

Department: Public Works - Sanitation Operations

Position (paygrade)	Employee Name	FT PT	Amended Budget	Qty	Fav (Unf)	Current Salary As of 3/31/23	Promotional Increases	COLA Increase	4% COLA Increase	Retirement Payout	Longevity	FY23-24 Total Pay
Sanitation Foreman PG24	T Cummings	FT	1	1	-	\$66,619		\$2,665	\$2,665	\$0	\$1,750	\$71,034
Automated Equipment Operator-PG19	S Griffin	FT	1	1	-	\$60,207		\$2,408	\$2,408	\$0	\$1,750	\$64,365
Heavy Equip Operator	J Crumpler	FT	1	1	-	\$46,223		\$1,849	\$1,849	\$0	\$500	\$48,572
Refuse Truck Driver-PG13	Clarence Dotson	FT	1	1	-	\$37,960		\$1,518	\$1,518	\$0	\$0	\$39,478
Automated Equipment Operator-PG19	C Sanchez	FT	1	1	-	\$60,207		\$2,408	\$2,408	\$0	\$1,750	\$64,365
Refuse Collector-PG10	R Fuentes	FT	1	1	-	\$35,095		\$1,404	\$1,404	\$0	\$0	\$36,499
Refuse Truck Driver-PG13	Jonathan Moreira	FT	1	1	-	\$36,147		\$1,446	\$1,446	\$0	\$0	\$37,593
Refuse Truck Driver-PG13	Juan Ramos	FT	1	1	-	\$39,099		\$1,564	\$1,564	\$0	\$0	\$40,663
Refuse Collector-PG10	C Matilla	FT	1	1	-	\$36,699		\$1,468	\$1,468	\$500	\$500	\$38,667
Heavy Equip Operator	R Hernandez	FT	1	1	-	\$36,147		\$1,446	\$1,446	\$0	\$0	\$37,593
Refuse Truck Driver-PG13	Denise Rivera	FT	1	1	-	\$44,995		\$1,800	\$1,800	\$500	\$500	\$47,295
Refuse Collector-PG10		FT	-	0	-	\$0		\$0	\$0	\$0	\$0	\$0
Refuse Collector-PG10		FT	-	0	-	\$0		\$0	\$0	\$0	\$0	\$0
Total projections			11	11	0	\$499,398	\$0	\$19,976	\$19,976	\$0	\$6,750	\$526,124

Fiscal Year : 2023
 Budget Level : BUDG
 Description : DEPARTMENTAL INPUT

Account #	Description	Budget Amount	Misc. Info
430-3401-534-12-00	REGULAR SALARIES	526,124.00	
430-3401-534-14-00	OVERTIME	18,000.00	
430-3401-534-14-00	FICA TAXES	41,625.00	
430-3401-534-21-00	GENERAL EMPLOYEES RET SYS	42,854.00	
430-3401-534-22-01	POS, EMPLOYEE ONLY	130,525.00	
430-3401-534-23-01	LIFE/AD&D	2,431.00	
430-3401-534-23-07	DENTAL-ORAL HEALTH SVCS	2,743.00	
430-3401-534-23-08	VSP VISION SERVICE PLAN	712.00	
430-3401-534-23-09	WORKER'S COMPENSATION	13,153.00	
430-3401-534-24-00	DUMPING AND DISPOSAL	750,000.00	
430-3401-534-34-02	SOLID WASTE RECYCLE	233,000.00	
430-3401-534-34-05	CELLULAR PHONE	500.00	
430-3401-534-41-02	INTERNET CHARGES	3,000.00	
430-3401-534-41-06	FLEET MAINTENANCE	250,000.00	
430-3401-534-45-10	LIABILITY INSURANCES	39,322.00	
430-3401-534-45-30	REPAIRS AND MAINTENANCE	2,000.00	
430-3401-534-46-00	OPERATING SUPPLIES	20,000.00	
430-3401-534-52-00	FUEL, OILS, LUBRICANTS	85,000.00	
430-3401-534-52-02	TIRES	17,000.00	
430-3401-534-52-07	EDUCATION AND TRAINING	2,200.00	
430-3401-534-58-00	DEPRECIATION	130,251.00	
430-3401-534-59-00	INTEREST	4,734.00	
430-3401-534-72-00	ADMINISTRATIVE CHARGE	470,000.00	
430-3401-534-91-01	ADMINISTRATIVE CHARGE	2,785,174.00	
* Total Accounts for this Budget Level		23	

SECTION 20

CITY OF MIAMI SPRINGS
STORMWATER FUND BUDGET
FISCAL YEAR ENDING 9/30/24

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY22-23		FY23-24 Departmental Request	Dollar Increase (Decrease)
		FY21-22 ACTUALS	AMENDED BUDGET		
STORMWATER FUND					
440-3901-539.12-00	REGULAR SALARIES	33,602	76,579	83,195	6,616
440-3901-539.14-00	OVERTIME	93	1,300	1,300	-
440-3901-539.21-00	FICA TAXES	2,823	5,958	6,464	506
440-3901-539.22-01	GENERAL EMPLOYEES RET SYS	(25,495)	7,169	7,721	552
440-3901-539.23-04	HMO, EMPLOYEE ONLY	12,407	20,529	22,376	1,847
440-3901-539.23-05	HMO, EMPLOYEE +1				-
440-3901-539.23-07	LIFE/AD&D	204	358	387	29
440-3901-539.23-08	DENTAL-ORAL HEALTH SVCS	196	322	322	(0)
440-3901-539.23-09	VSP-VISION SERVICE PLAN	68	111	111	(0)
440-3901-539.23-10	DENTAL- OHS - DUAL				-
	TOTAL MEDICAL INSURANCE	12,875	21,320	23,196	1,876
440-3901-539.24-00	WORKER'S COMPENSATION	2,330	1,914	2,080	166
440-3901-539.31-00	PROFESSIONAL SERVICES	-	174,600	-	(174,600)
440-3901-539.34-00	OTHER CONTRACTUAL SERVICE	4,727	11,000	11,000	-
440-3901-539.41-06	INTERNET ACCESS	3,194	3,500	3,500	-
440-3901-539.43-01	ELECTRICITY	1,304	500	500	-
440-3901-539.45-10	FLEET MAINTENANCE	5,900	15,000	15,000	-
440-3901-539.45-30	LIABILITY INSURANCES	15,167	16,930	50,780	33,850
440-3901-539.46-00	REPAIRS AND MAINTENANCE	437	8,750	7,500	(1,250)
440-3901-539.49-80	WASA COLLECTION FEES	53,622	48,900	48,000	(900)
440-3901-539.49-90	BAD DEBT EXPENSE	352	-	-	-
440-3901-539.52-00	OPERATING SUPPLIES	765	4,000	4,000	-
440-3901-539.52-02	FUEL, OILS, LUBRICANTS	3,799	3,000	3,000	-
440-3901-539.52-07	TIRES	140	500	500	-
440-3901-539.58-00	EDUCATION AND TRAINING	-	500	2,500	2,000
440-3901-539.59-00	DEPRECIATION	159,166	140,000	140,000	-
440-3901-539.91-01	MANAGEMENT FEE TO GENERAL FUI	60,000	60,000	60,000	-
Total Operating expenses		334,801	601,420	470,236	(131,184)

City of Miami Springs

Department: Public Works - Storm water Operations

Position (paygrade)	Employee Name	FT PT	Amended Budget	Qty	Fav (Unf)	Current Salary As of 3/31/23	Promotional Increases	4% COLA Increase	Retirement Payout	Longevity	FY23-24 Total Pay
Heavy Equip Operator	vacant	FT	1	1	-	\$36,358		\$1,454		\$500	\$37,812
Maintenance Worker I-PG8	C Johnson	FT	1	1	-	\$43,156		\$1,726		\$0	\$45,382
		FT	-	-	-	\$0				\$0	\$0
Total projections			2	2	0	\$79,514	\$0	\$3,181		\$500	\$83,195

Fiscal Year : : 2023
 Budget Level : : BUDG
 Description : : DEPARTMENTAL INPUT

Account #	Description	Budget Amount	Misc. Info
440-3901-539-12-00	REGULAR SALARIES	83,195.00	
440-3901-539-14-00	OVERTIME	1,300.00	
440-3901-539-21-00	FICA TAXES	6,464.00	
440-3901-539-22-01	GENERAL EMPLOYEES RET SYS	7,721.00	
440-3901-539-23-04	HMO, EMPLOYEE ONLY	22,376.00	
440-3901-539-23-07	LIFE/AD&D	387.00	
440-3901-539-23-08	DENTAL-ORAL HEALTH SVCS	322.00	
440-3901-539-23-09	VSP-VISION SERVICE PLAN	111.00	
440-3901-539-24-00	WORKER'S COMPENSATION	2,080.00	
440-3901-539-34-00	OTHER CONTRACTUAL SERVICE	11,000.00	
440-3901-539-41-06	INTERNET ACCESS	3,500.00	
440-3901-539-43-01	ELECTRICITY	500.00	
440-3901-539-45-10	FLEET MAINTENANCE	15,000.00	
440-3901-539-45-30	LIABILITY INSURANCES	50,780.00	
440-3901-539-46-00	REPAIRS AND MAINTENANCE	7,500.00	
440-3901-539-49-80	WASA COLLECTION FEES	48,000.00	
440-3901-539-52-00	OPERATING SUPPLIES	4,000.00	
440-3901-539-52-02	FUEL, OILS, LUBRICANTS	3,000.00	
440-3901-539-52-07	TIRES	500.00	
440-3901-539-58-00	EDUCATION AND TRAINING	2,500.00	
440-3901-539-59-00	DEPRECIATION	140,000.00	
440-3901-539-91-01	ADMINISTRATIVE CHARGE	60,000.00	
* Total Accounts for this Budget Level		470,236.00	

SECTION 21

BUILDING DEPARTMENT

MISSION STATEMENT

The purpose of the Building Department is to guarantee that construction, alterations and improvements to the buildings where we work, visit and live are safe to occupy and operate. With our team of educated and experienced staff members we can guarantee safety and stable design through careful review of plans documents that are submitted to us and through required inspections during the construction of permitted buildings and structures. We utilize adopted building standards from State, County and City agencies. We also ensure that the contractors performing these construction and improvement projects are properly licensed and insured. Additionally, we are fortunate to have a joint Building and Code Compliance Department that works closely together to ensure that construction and alteration projects are accurately permitted and inspected.

CITY OF MIAMI SPRINGS
 BUILDING DEPARTMENT
 FISCAL YEAR ENDED 9/30/24

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2021-22 ACTUAL	FY22-23 AMENDED BUDGET	FY2023-24 Departmental Request	Dollar Increase (Decrease)
BUILDING DEPARTMENT:					
145-2401-524.12-00	REGULAR SALARIES	255,604	268,824	281,049	12,225
145-2401-524.13-01	INSPECTOR PAY	215,150	220,000	220,000	-
145-2401-524.14-00	OVERTIME	21	-	-	-
145-2401-524.21-00	FICA TAXES	36,071	37,395	38,330	935
145-2401-524.22-01	GENERAL EMPLOYEES RET SYS	27,723	21,441	22,753	1,312
145-2401-524.22-04	ICMA	-	-	-	-
145-2401-524.23-19	HMO CHILD	43,571	49,269	31,327	(17,942)
145-2401-524.23-07	LIFE/AD&D	1,249	1,256	1,359	103
145-2401-524.23-08	DENTAL-ORAL HEALTH SVCS	745	772	451	(321)
145-2401-524.23-09	VSP-VISION SERVICE PLAN	256	266	155	(111)
TOTAL MEDICAL/LIFE INSURANCE		45,821	51,563	33,292	(18,271)
145-2401-524.24-00	WORKER'S COMPENSATION	7,392	7,332	7,662	330
145-2401-524.34-00	CONTRACTUAL SERV - INSPECTORS	-	-	-	-
145-2401-524.34-09	CONTRACTUAL SERV - OTHER	11,916	60,000	60,000	-
145-2401-524.40-00	TRAVEL AND PER DIEM	3,840	3,840	3,840	-
145-2401-524.41-01	TELEPHONE	1,589	1,400	1,500	100
145-2401-524.41-02	CELLULAR TELEPHONE	835	600	600	-
145-2401-524.41-03	POSTAGE	1,087	1,500	1,500	-
145-2401-524.41-06	INTERNET ACCESS	1,058	2,070	2,000	(70)
145-2401-524.44-00	RENTALS AND LEASES	843	1,500	1,500	-
145-2401-524.45-30	LIABILITY INSURANCES	10,820	12,452	11,739	(713)
145-2401-524.46-00	REPAIRS AND MAINTENANCE	-	46,571	47,000	429
145-2401-524.47-00	PRINTING AND BINDING	315	900	900	-
145-2401-524.49-00	CREDIT CARD FEES/BANK CHARGES	27,557	16,000	16,000	-
145-2401-524.51-00	OFFICE SUPPLIES	1,607	1,700	1,800	100
145-2401-524.52-00	OPERATING SUPPLIES	5,384	7,000	7,000	-
145-2401-524.52-03	UNIFORMS	1,440	2,500	2,500	-
145-2401-524.54-00	DUES, MEMBERSHIPS, SUBS	1,073	1,000	1,000	-
145-2401-524.58-00	EDUCATION AND TRAINING	59	1,000	1,000	-
145-2401-524.64-00	MACHINERY & EQPT	-	31,904	5,000	(26,904)
145-2401-524.91-01	ADMINISTRATIVE CHARGE	331,388	408,210	408,210	-
** BUILDING DEPARTMENT		988,593	1,206,702	1,176,175	(30,527)

Base Salary for each position:
 Adjustment includes:
 Max Annual merit increase for position
 Cost of Living Adjustment
 CPI for all urbans (Apr to Apr)
 Estimate used for COLA Projection

Calculations is based upon current earnings at 2,080 hours

0.0%
 0.0%
 4.00% to be effective on 10-01-2023

City of Miami Springs												
Department: Building												
Position(Paygrade)	Employee name	FT	Amended Budget	Qty	Fav (Unit)	Salary at 4/30/2023	Date of Annual Review	Promotional Increase	4% COLA Increase	Longevity	Other	FY2023-24 Projection
Building Specialist II-PG 22	Merline Garcia	FT	1	1	0	\$40,000		\$0	\$1,600	\$0	\$0	\$41,600
Building Specialist I-PG15	Natalie Baez	FT	1	1	0	\$39,772		\$0	\$1,591	\$0	\$0	\$41,363
Building Specialist I-PG15		FT	0.00	0.00	0	\$0		\$0	\$0	\$0	\$0	\$0
Building Specialist II-PG 15	Miriela Jimenez	FT	1.00	1.00	0	\$40,000		\$4,000	\$1,600	\$0	\$0	\$45,600
Building Official/Director	Ulises Fernandez	FT	0.8	0.8	0	\$111,737		\$0	\$4,469	\$400	\$0	\$116,606
Building Specialist I-PG15		FT	1	1	0	\$34,500		\$0	\$1,380	\$0	\$0	\$35,880
Inspectors	Inspectors		n/a	n/a	0	\$220,000			\$0			\$220,000
Total projections			4.8	4.8	0	\$486,009		\$4,000	\$10,640	\$400	\$0	\$501,049

CITY OF MIAMI SPRINGS
BUILDING DEPARTMENT

BUILDING REVENUES

Line Item Revenue	FY21-22	FY22-23	FY23-24
	Actual	AMENDED BUDGET	Budget
Building Permits	543,621	500,000	\$ 550,000
Electrical Permits	30,261	20,000	\$ 30,000
Plumbing Permits	11,066	10,000	\$ 11,000
Roofing Permits	126,787	130,000	\$ 130,000
Mechanical Permits	9,413	8,000	\$ 8,000
Certification of Completions	950	750	\$ 800
Structural Permits	17,375	17,000	\$ 17,000
Other Permits	103,575	100,000	\$ 100,000
Application Fees	3,747	3,000	\$ 3,000
POD Permit fees	1,900	1,800	\$ 1,800
Technology Fee	40,994	40,000	\$ 40,000
Scanning Fee	38,146	20,000	\$ 30,000
	927,835	850,550	921,600

Fiscal Year : : 2023
 Budget Level : : BUDG
 Description : : DEPARTMENTAL INPUT

Account #	Description	Budget Amount	Misc. Info
145-2401-524-12-00	REGULAR SALARIES	281,049.00	
145-2401-524-13-01	BUILDING INSPECTORS	220,000.00	
145-2401-524-21-00	FEDERAL PAYROLL TAXES	38,330.00	
145-2401-524-22-01	GENERAL	22,753.00	
145-2401-524-23-07	LIFE/AD&D	1,359.00	
145-2401-524-23-08	DENTAL - OHS - EMPLOYEE	451.00	
145-2401-524-23-08	VSP - VISION - EMPLOYEE	155.00	
145-2401-524-23-09	HMO - EMPLOYEE + CHILDREN	31,327.00	
145-2401-524-23-19	WORKER'S COMPENSATION	7,662.00	
145-2401-524-24-00	OTHER	60,000.00	
145-2401-524-34-09	TRAVEL AND PER DIEM	3,840.00	
145-2401-524-40-00	TELEPHONE: BASE & LOCAL	1,500.00	
145-2401-524-41-01	CELLULAR TELEPHONE	1,500.00	
145-2401-524-41-02	POSTAGE	1,500.00	
145-2401-524-41-03	INTERNET ACCESS	2,000.00	
145-2401-524-41-06	RENTALS AND LEASES	1,500.00	
145-2401-524-44-00	RISK MANAGEMENT	11,739.00	
145-2401-524-45-30	REPAIRS AND MAINTENANCE	47,000.00	
145-2401-524-46-00	PRINTING AND BINDING	900.00	
145-2401-524-47-00	OTHER CURRENT CHARGES	16,000.00	
145-2401-524-49-00	OFFICE SUPPLIES	1,800.00	
145-2401-524-51-00	OPERATING SUPPLIES	7,000.00	
145-2401-524-52-00	UNIFORMS	2,500.00	
145-2401-524-52-03	DUES, MEMBERSHIPS, SUBS	1,000.00	
145-2401-524-54-00	EDUCATION AND TRAINING	1,000.00	
145-2401-524-58-00	MACHINERY AND EQUIPMENT	5,000.00	
145-2401-524-64-00	ADMINISTRATIVE CHARGE	408,210.00	
145-2401-524-91-01	ADMINISTRATIVE CHARGE	1,176,175.00	
145 *	Total Accounts for this Budget Level		27

SECTION 22

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 2023-24 Budget Highlights

- This department accounts for the subsidy to the Elderly Services Department, and the transfer to the Debt Service Fund for payment of principal and interest on outstanding debt.

- Budget Summary:

Budgeted Revenues	\$ -0-
Budgeted Expenditures	<u>\$ 1,736,673</u>
Net cost of Department	<u>\$ 1,736,673</u>

CITY OF MIAMI SPRINGS
 NON-DEPARTMENTAL BUDGET
 FISCAL YEAR ENDING 9/30/24

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT DESCRIPTION</u>	<u>FY21-22</u> <u>ACTUALS</u>	<u>FY22-23</u> <u>AMENDED</u> <u>BUDGET</u>	<u>FY23-24</u> <u>Departmental</u> <u>Request</u>	<u>Dollar</u> <u>Increase</u> <u>(Decrease)</u>
NON-DEPARTMENTAL					
001-0901-519.49-90	BAD DEBT EXPENSE	(91,157)	-	-	-
001-0901-519.52-56	VACCINATION SITE COSTS	-	-	-	-
001-0901-519.91-06	TRANSFERS TO SENIOR CTR F	535,016	326,746	537,183	210,437
001-0901-519.91-10	TRANSFERS TO CAPITAL PROJECTS	-	-	-	-
001-0901-519-91-12	TRANSFER TO DEBT SERVICE	1,152,887	1,149,384	1,199,490	50,106
001-0901-519.91-07	TRANSFER TO HURRICANE FUND	-	-	-	-
** Non-Departmental		1,596,746	1,476,130	1,736,673	260,543

Fiscal Year : : 2023
Budget Level : : BUDG
Description : : DEPARTMENTAL INPUT

Account #	Description	Budget Amount	Misc. Info
1-0901-519-91-06	TRANSFERS TO SENIOR CTR F	537,183.00	
1-0901-519-91-12	TRF TO DEBT SERVICE	1,199,490.00	
* Total Accounts for this Budget Level		1,736,673.00	