



ANNUAL OPERATING BUDGET 2017 - 2018





The seal of the City of Miami Gardens is a circular emblem. It features a central shield with a palm tree on the left and a sun on the right. Below the shield is a banner with the year '2003'. The shield is surrounded by a wreath of pink and white flowers. The words 'CITY OF MIAMI GARDENS' are written in a circular path around the inner edge of the seal.

City Council

Honorable Oliver Gilbert III, Mayor

Lillie Q. Odom, Seat 1

Felicia Robinson, Seat 4

Lisa Davis, Seat 2

Vice Mayor Erhabor Ighodaro, At Large

Rodney Harris, Seat 3

David Williams Jr., At Large

City Manager

Cameron D. Benson

City Attorney

Sonja K. Dickens, Esq.

City Clerk

Ronetta Taylor, MMC

Executive Staff

Craig Clay, Assistant City Manager
Vernita Nelson, Assistant City Manager

Patricia Varney, C.G.F.O., Finance Director

City of Miami Gardens, Florida

Vision Statement

The vision of the City of Miami Gardens, Florida, is to enhance the quality of life through the efficient and professional delivery of public services. We are committed to fostering civic pride, participation and responsible development for the community.

Mission Statement

The City will deliver superior services designed to enhance public safety and quality of life while exercising good stewardship through open government and active civic business and resident involvement.

Miami Gardens is and will be a vibrant and diverse City with a strong sense of community ownership, civic pride, abundant employment opportunities and cultural and leisure activities for its residents. We will provide continued economic viability through well planned, responsible and sustainable growth and redevelopment.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

City of Miami Gardens

Florida

For the Fiscal Year Beginning

October 1, 2016

Christopher P. Morill

Executive Director

Mayor and City Council



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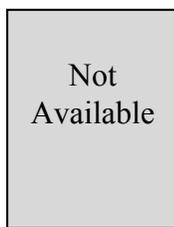
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City of Miami Gardens

CITY MANAGER'S

BUDGET MESSAGE FOR FISCAL YEAR (FY) 2018

Dear Mayor and City Council:

Presented herein is the City of Miami Garden's FY 2018 Annual Budget. On July 1, 2017, the Miami Dade County Property Appraiser provided an estimated taxable value for the City in the amount of \$4,206,824,771, an increase of 9.5% over the FY 2017 final taxable value. This budget proposes the same millage rate for the fourth consecutive year at 6.9363 mills. This rate will generate additional revenue of \$2,413,873 from ad valorem taxes compared to FY 2017. Additionally, we are estimating increases in electric utility tax, local business tax, solid waste franchise fee and sales tax revenue. In August, the City received the electric franchise revenues distribution from Miami Dade County. The revenue was \$522,000 less than FY 16 attributed to lower consumptions and increase in property taxes paid by Florida Power and Light. Other revenue sources, such as Telecommunication taxes, Community Oriented Policing Grants are expected to be lower in FY2018. A detailed discussion on these and other revenue sources are included below.

Although we are pleased with the continued growth and direction of the City's finances, we will maintain our conservative approach to operations. We will continue to assure proposed spending is consistent with the public purpose and consistent with upholding our vision and mission statements presented earlier.

Technology as a Strategic Asset

Over the next year, we will introduce and capitalize on new technology which will transform our organization. Traditionally, technology has been used to increase the efficiency and productivity of existing work. While productivity will always be important, we will be using technology to change and improve how we work and how we engage with constituents. Technology is not only a supporting tool. It will be a strategic asset to help us accomplish our goals and fulfill our mission. Technology will replace existing manual approaches to building plan submittal, review and management; paper building plans and files will be replaced with scanned images; recreation management software will be upgraded to complement the completion of newly constructed and renovated park facilities; body cameras will be deployed for every police officer and finally we will continue to showcase the Real Time Crime Center one of the most robust and comprehensive tools in the country used for enhanced public safety.

Permitting and Licensing

Last year, I discussed the importance of cities and towns retaining and attracting business investment. We've created an environment which is "development friendly". To further enhance and incentivize development, we will implement a comprehensive development operations management platform, which will enable us to automate and streamline permit submittal and review, licensing and regulation and other functions in the Development Services Department and Planning and Zoning Office. These enhancements will help ensure efficient delivery of quality services to our customers. Permits can be acquired in less time and permit applications can be submitted conveniently online 24 hours per day, 7 days per week. The system will automatically schedule field inspections and reviews, as well as accept payments conveniently through the application providing more accurate and timely revenue collection.

Digitized Files

Data security and protection is a key issue. All building plans, permits and other key documents will be scanned and filed electronically. Storage costs will be reduced as some estimates show storage of files on one (1) CD/DVD can replace as many as 30 small filing cabinets. More office space will be available and will result in the creation of a scanning room. The City will offer the ability to have staff scan documents into our aforementioned permitting system for a fee. In addition to more usable office space, digitizing files will offer more secure document storage; comply with our desire to promote an environmentally friendly workplace and of course add another layer of improved customer service.

Recreation Management Software

Several upgrades to park facilities will be completed in FY2018. It is imperative we provide tools to protect our investment and enhance service offerings. Managing the expectations and excitement created with the completion of new facilities will be a challenge. Time spent processing class registrations, managing facility rentals, coordinating instructors, volunteers and equipment takes away valuable time for creative program development. The new Recreation Management Software will assist in managing the daily operations and finances for the Parks and Recreation Department. The web-based system will provide around the clock access to class listings, simplified facility reservations; as well as online registrations. The new tools will assist with scheduling and reduce unnecessary overtime costs and staff scheduling errors.

Body Cameras

In FY2017, you approved the purchase of body worn cameras for every patrol officer in the City. We are pleased to report significant progress as we have agreed on contract terms and will complete the implementation during FY2018. A body camera is an unbiased witness. We are deploying body cameras in an effort to improve citizen interactions and build constituent trust. Body cameras are essential tools for protecting both citizens and police and are essential for capturing a comprehensive picture of citizen-police interactions. Ongoing training pertaining to equipment use, emerging case law and other applicable laws and standards related to camera use are critical. This budget includes an increased training budget for police to assist with a smooth transition.

Real Time Crime Center

The Real Time Crime Center (RTCC) began as a vision to increase the public safety within the community by using a collaboration of innovative technology. On August 8, 2016, we celebrated the opening of a state-of-the-art information center. The RTCC has become a National model for the integration of different technology into one location providing real-time and actionable information. This information assists in the prevention and/or investigation of criminal acts within the City. The RTCC currently has access to several security cameras and will be expanding to just under 500 cameras over the next three (3) years. The camera deployments will be located at our City facilities, City parks and twenty-four (24) intersections strategically placed throughout the City.

To offer an extra layer of security to our community we developed a program called SafeCam. SafeCam gives the capability to the RTCC to access security cameras at a private location when an annual agreement is signed with the City. Revenue from the program will support operational costs of the Center. Analysts and officers in the Center will access these private cameras when an emergency is occurring within the area. Integrated into the security video from the City facilities and City parks we have a robust analytical solution that can limit the objects within the video feed by color, size and direction of travel. We've enhanced our gun fire detection solution and it is now integrated into our security camera solution. When gun fire is detected within a coverage area of our security cameras, the gun fire detection solution will notify the cameras to focus in on that area within seconds of gun fire.

The License Plate Reader (LPR) solution mentioned earlier will give the RTCC the capability to identify vehicles that are stolen, on terrorist watch lists and/or have been involved in other criminal acts as they travel throughout the City.

In less than one (1) year, the tools in the Center have proven to be an effective crime-fighting tool and are facilitating proactive policing. We are excited about its potential and are encouraged about its future.

Technology provides a great opportunity to support the growth we have experienced and the anticipated growth in the future. We will integrate systems to enhance the customer experience and place our workforce in a position to more efficiently and effectively operate successfully in their respective areas.

GENERAL FUND

In May 2017, the City appointed a new Police Chief. Under the new administration many initiatives are underway and a key priority to our residents is the challenge of dealing with crime. For 2016 the City's crime rate is reduced by 10.5%. Our City has a crime rate lower than many other cities in Miami Dade County including Miami Beach, Aventura, Miami Shores, South Miami, Homestead, North Miami and North Miami Beach.

Table #1: Crime Rate

City	Crime Rate Per 1,000 Residents	Change in Crime Rate 2015 to 2016
Medley	302.16	12.8%
Florida City	111.91	-6.9%
Miami Beach	100.85	-7.1%
Opa Locka	81.66	1.2%
Fort Lauderdale	66.61	7.3%
Lake Worth	63.72	-1.8%
Orlando	61.92	-12.8%
West Palm Beach	60.18	6.6%
Pembroke Park	57.93	2.0%
Pompano Beach	57.12	7.5%
Lauderdale Lakes	56.01	7.1%
St Petersburg	55.91	-11.6%
Miami Shores	54.12	-6.0%
Riviera Beach	53.48	-9.7%
Aventura	52.99	-8.6%
Oakland Park	51.63	11.0%
Delray Beach	50.48	11.4%
Homestead	50.26	-1.8%
North Miami	47.89	-3.6%
Hallandale	46.68	4.9%
South Miami	46.24	-18.6%
Wilton Manors	44.91	-5.5%
North Miami Beach	44.66	-0.3%
Dania Beach	41.55	-4.2%
Miami Gardens	39.41	-10.5%
Hollywood	38.07	-5.6%
All Miami Dade County Avg	36.20	-2.1%

Higher Crime rates Than Miami Gardens

Many factors are responsible for our continued decrease in crime. Proactive policing, educating our citizenry and providing opportunities to interact with police in a positive manner are all contributing factors to the overall decrease in crime. Also, I recognize the importance of developing a strategy to increase a culture of customer service throughout our Police Department. It is important all personnel are appropriately trained to deliver the highest level of professional law enforcement and customer service regardless of race, culture, language, disability or socioeconomic background. This budget includes an increased training budget for the Police Department to assist in focusing on overall staff development.

Salaries and Benefits and other highlights

Pension rates for entities in the Florida Retirement System increased as of July 1, 2017. The rate increase ranges from 2% to 5% depending on the membership class. No increase is estimated for premiums on health insurance as brokers have been hired to work on the City’s behalf. A three percent (3%) Cost of Living Allowance (COLA) is included in this proposed budget. A two percent (2%) merit bonus for all union employees is projected in the FY 2018 budget in accordance with established union contracts. Additional three (3) Administrative Assistants to the Council is funded in the FY 2018 budget.

Several General Obligation Bond (GOB) improvement projects are anticipated to be completed in FY 2018. We have included in the FY 2018 budget funding of \$353,180 for operating expenses such as staffing, utilities and maintenance. Also included in the budget is \$115,305 for licensing for all the software utilized in the Real Time Crime Center and \$100,000 to continue our partnership with Career Source to provide summer jobs for high school students. This budget also provides funding of \$350,000 for the replacement of vehicles.

Major Revenues

In building a budget, we usually look at revenues first. The Administration is aware of the following for FY 2018 revenue:

- **Ad Valorem or Property Tax:** Ad valorem or property taxes are taxes levied against the taxable value of real and certain personal property. In Miami-Dade County, each municipality sets a tax rate based on its needs and levies this as a dollar cost per \$1,000 of taxable valuation. We propose a flat tax rate in this budget of 6.9363 mills. The City's final taxable value provided by the Property Appraiser's Office in July 2017 was \$4.21 billion. This reflects an increase of 9.5% from the FY 2017 taxable value. Using the new July 1 taxable value, our roll back millage rate is 6.3876 mills which would generate \$2,192,870 less in taxes. This budget is balanced at the current millage of 6.9363.
- **State Revenue Sharing Revenues:** This revenue source was created by the State of Florida to ensure revenue parity among local governments statewide. State Revenue Sharing is comprised of various State-collected revenues including a portion of the State's sales and gas taxes. As of July 4, 2017, the City received the State's projection for State Revenue Sharing for FY 2018 which is \$16,986 less than FY 2017 from \$3,929,795 to \$3,912,809.
- **Utility Franchise Fees:** Franchise fees are locally levied taxes designed to compensate the municipality for allowing private utility businesses to use the City's rights-of-way to conduct their business. The Utility Franchise Fee is an economy-based revenue. As an area's growth increases, so does the revenue. They are affected by weather, especially electric and water. The electric franchise fees received in August 2017 is \$522,000 less than FY 2016 in the amount of \$1,782,675. Therefore, for FY 2018 we have adjusted the budget to \$1,800,000 for electric franchise fees. Natural gas franchise fees are collected by Miami-Dade County on our behalf and remitted back to the City.
- **Utility Taxes:** Utility taxes are paid by the utility customer as a percentage of their bill for using the various utilities services – water, sewer, electric and communications. These taxes are collected by other local governments and remitted to the City. The portion remitted to the City by the Miami-Dade Water and-Sewer Department is net after the City's portion of a past payment is deducted (Quality Neighborhood Improvement Program Bond). The Cities of North Miami Beach and Opa Locka are the other utility providers in Miami Gardens. The budget for FY 2018 is \$10.4 million, a slight decrease from FY 2017 attributed to the Telecommunication Tax. The Telecommunication Tax is collected by the State and then re-distributed to the City. For FY 2018 the Telecommunication Tax estimate is \$209,713 less than FY 2017 based on the trends of revenue received in the current fiscal year.
- **Half Cent Sales Tax:** The Half Cent Sales Tax is levied as a percentage of the retail sales price on all goods and many services purchased in the private sector. The Miami Dade-County tax rate is 7%. This tax is collected by the State of Florida and allocated to cities and counties by statutory formula. The distribution is based

largely on population rather than point-of-sale. The City of Miami Gardens expects \$27,512 more in revenue when compared to FY 2017 based on State projection.

- **Other Local Revenues/Re-appropriate Fund Balance:** Locally derived revenues form a major component of our budget. These revenues include business tax licenses, alarm and landlord permits, certificates of use, zoning fees, parks and recreation fees, interest earnings, sales of surplus properties, other operational revenues, fines and forfeitures. Some of these revenues are collected by the County, while others are directly collected by the City.

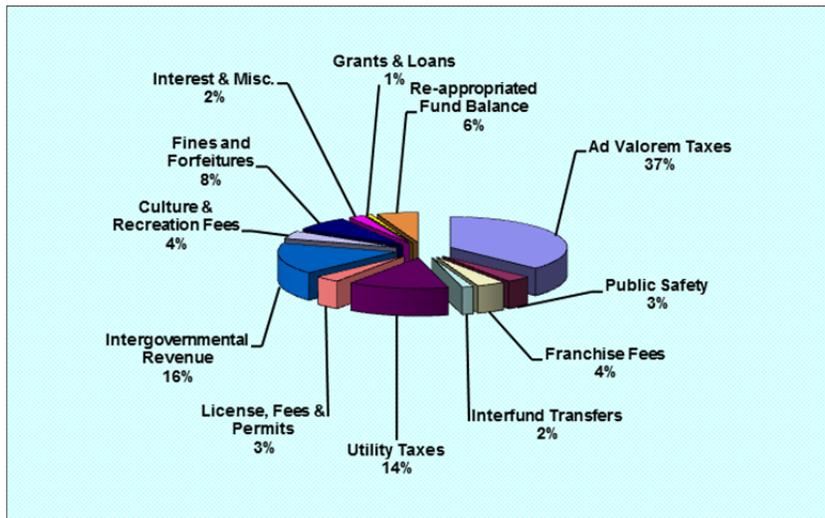
The City has executed a sale contract for the 15 acre economic development property purchased by the City in 2009. The City received the sale proceeds of \$4.3 million on September 20, 2017 and will have to re-appropriate the fund balance to fully amortize the current loan on the property in FY 2018.

The total of other local revenue and re-appropriation of fund balance is estimated at \$20,540,591 or an increase of 23.6% over the FY 2017.

The above represents 97.7% of the total General Fund Revenues. The remaining 2.3% of revenues includes items such as internal service charges, miscellaneous State and County shared revenues and grant reimbursements.

Chart #1 below, depicts the breakdown of the various revenue types as a percentage of total General Fund revenues by general revenue type.

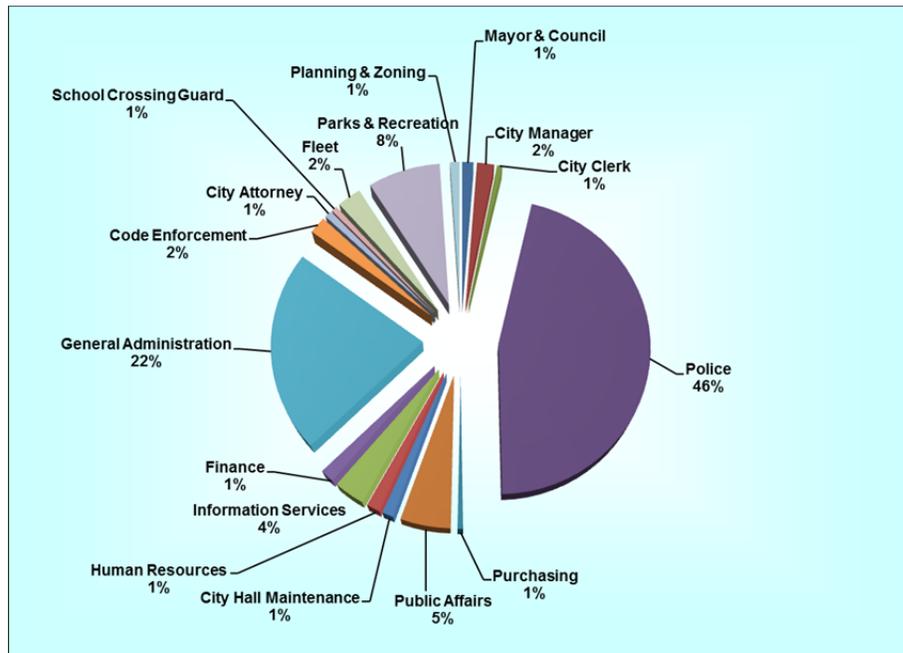
Chart #1: General Fund Revenues for FY 2018



Expenditures

The other side of constructing a budget is expenditures. The City has budgeted a 3% COLA in the FY 2018 budget. The Florida Retirement System’s implementation of a mandatory 3% retirement contribution continues.

Chart #2: General Fund Expenditures for FY 2018



Transfers

Transfers represent internal transactions between budget Funds. Transfers may appear as revenues or expenditures, depending on whether a Fund is making or receiving a transfer. One of the largest of these transfers besides the transfer to the Debt Service Fund is the General Fund administrative charge to non-General Fund activities. This charge is based on actual past usage of General Fund assets (personnel, finance, legal, management and legislative support, purchasing, fleet, information technology, etc.) and is charged to the Transportation, Development Services and the Stormwater Funds. The Debt Service Fund accepts transfers for bond payments based on actual debt service attributable to each fund's usage of bond proceeds.

TRANSPORTATION FUND

The Transportation Fund is primarily funded by revenue from the Citizens' Independent Transportation Trust (Transportation Trust or C.I.T.T.). The Transportation Trust is the 15-member body created to oversee the People's Transportation Plan funded with the half-penny sales surtax. As a result of a settlement with the Citizens Independent Transportation Trust (C.I.T.T.) in FY 2012, the City established three (3) separate C.I.T.T. budget Divisions: 1) For deposit of the settlement monies. These funds have fewer restrictions than routine allocations the City receives annually, thus they need to be accounted for and used separately. These funds must be for transportation uses; 2) The City established an operating Division for the regular C.I.T.T. funds in October 2012; 3) C.I.T.T. transit-restricted funds. These must be used to further transit within the City or the funds must be returned to the County. A portion of these funds will be used to continue the in-City circulator to help transport people to major City destinations without having to transfer to County transit two or three times.

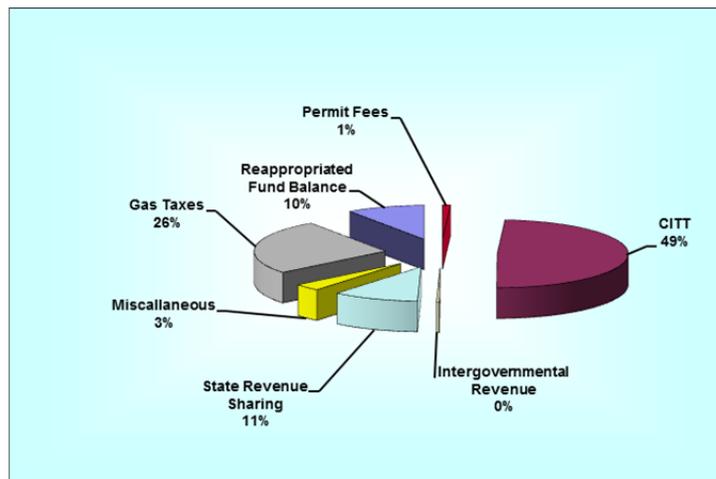
Revenues

The Transportation Fund has four (4) principal sources of operating revenue. Two (2) of these are local gas taxes enacted by the County and State and shared with the municipalities. The First Local Option Gas Tax is a 6-cent per gallon levy by the County Commission and is expected to bring the City \$1,651,550 in revenue for FY 2018 and the 3-cent per gallon tax allocation to the City is expected to be \$639,102 for FY 2018. Both estimates are from the State and are approximately 2% less than FY 2017.

The third major revenue source in the Transportation Fund is State Revenue Sharing. State Statutes require 24% of all City allocated State Revenue Sharing be used for transportation expenses. The other 76% is revenue to the General Fund. State Revenue Sharing for transportation purposes is estimated by the State at \$ 927,728 for FY 2018, a decrease of 0.5%.

The fourth major revenue is the County's Transportation Surtax which the City will be receiving on a monthly basis in FY 2018. It is estimated to be approximately \$4.3 million a year.

Chart #3: Transportation Fund Revenues by Percentage



Expenditures

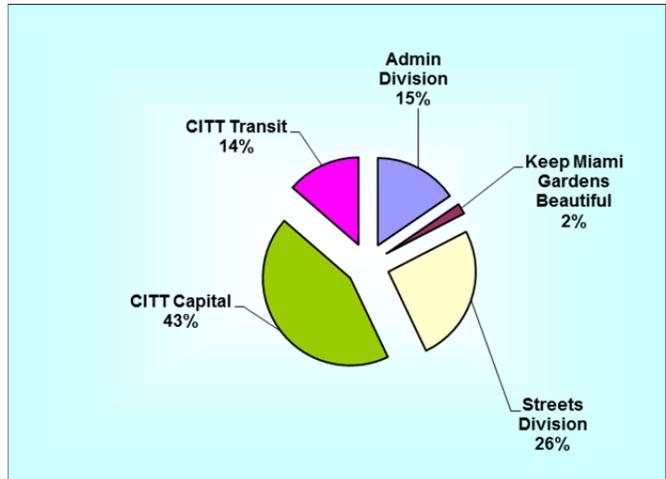
Because almost all of the activities of the Public Works Department concern roads and rights-of-way, the entire operation of the Public Works Department is budgeted within the Transportation Fund. The only public works-type activity not funded in the Transportation Fund is the City's Stormwater activities. These employees are housed in Public Works and work under the supervision of Public Works but are funded from the City's Stormwater Utility Fund.

The *Keep Miami Gardens Beautiful* (KMGB) program continues to operate at the same level as FY 2017. KMGB has had an extremely successful year working with community groups to enhance the looks of many neighborhoods. KMGB has been very aggressive in seeking sponsors and grants to maintain and enhance their program success. The Division works extensively with local schools for its Earth Day and other environmental programs. In FY 2017, the KMGB program worked with local community organizations to plant two hundred and two (202) trees throughout the community, which includes seventy four (74) trees provided by the Live Healthy Miami Gardens grant.

The City has increased the trolley service to include weekend service in FY 2017 and has appropriated an additional \$160,000 from the fund balance to cover such expenses. The City continues to fund the weekend services in FY 2018.

The FY 2018 budget is balanced by utilizing approximately \$760,850 from the CITT capital fund balance for its proposed capital projects and \$79,334 in the CITT transit fund balance. Staff is projecting after the above re-appropriation, the CITT Capital Fund Balance will be approximately \$3 million and the CITT Transit Fund Balance will be approximately \$1.64 million.

Chart #4: Transportation Fund Expenditures by Division



DEVELOPMENT SERVICES FUND

The City’s Development Services Fund accounts for activities in the Building Services Division. Its activities include development plan review, building inspections during construction and unsafe structures enforcement.

Revenues:

In the past, this Fund has required major subsidies from the General Fund totaling \$4,448,285 from FY 2008 to FY 2010. For FY 2016, this Fund recorded a slight Fund Balance of \$95,270. With the transition of owners and some of the commercial area, and the sale of the City’s

economic development properties, permit revenues is projected to increase in FY 2017 and in the near future. It is projected that a surplus of \$108,000 will be generated at the end of fiscal year 2017. The budgeted revenues for FY 2018 are \$2,540,874 with a working capital reserve of \$23,734. Additional funding is provided for contractual services for building inspection and reviews, and the purchase of an electronic permitting software system to accommodate the increase in permit activities. Further, one hundred thousand (\$100,000) will be transferred to the General Fund to repay the funding to the Development Services Fund during the years when the Development Services Fund experienced a deficit.

STORMWATER UTILITY FUND

Operation of the City of Miami Gardens Stormwater Utility was assumed from Miami-Dade County in March 2007. For FY 2018, the Division has twelve (12) employees.

The City's Stormwater fee in FY 2017 is \$4 per month for each Equivalent Residential Unit (ERU), or approximately 1,500 square feet of impervious surface. This fee had been the same since the City incorporated in 2003. In FY 2018, the Council adopted a fee increase from \$4 per month to \$6 per month for each ERU. Any properties over 10 acres can apply for a discount of up to 42% when the property is in compliance with certain stipulations.



Revenues

One-hundred (100%) percent of the operating revenue for the Stormwater Utility comes from the Stormwater Utility Fee. In FY 2013, staff proposed to the City Council to utilize the “uniform method of collection” which allowed the fee to be billed under the ad valorem tax bill as an assessment instead of through utility billing. This method has provided better accountability of billing which will include vacant properties without utility services, as well as the collection of any delinquent amount collected through tax sales. There are approximately 78,470 Equivalent Residential Units (ERU's) in Miami Gardens and a projection of \$4.87 million in revenues.

Expenditures

Expenditures in the Stormwater Utility involve operations and projects. For FY 2018 these include neighborhood drainage improvements throughout the City. It includes canal cleaning, swale preservation, street cleaning and storm drain cleaning.

CAPITAL PROJECTS FUND

The City has been very successful in securing outside financial commitments for its future capital projects. Most capital-related grants are accounted for in this fund. The FY 2018 budget includes a transfer of \$5,743,827 from the General Fund to the Capital Projects Fund. The proposed FY 2018 budget is balanced utilizing \$267,000 of its fund balance. The City is projecting a surplus of approximately \$267,000 in FY 2017 attributed to the settlement of the City Hall project in November and therefore less attorney fees were incurred during the year. The City is also transferring in FY 2018 \$230,000 from the City Hall lawsuit proceeds to the Debt Service Fund to pay for the additional loan issued on the City Hall project.

Revenues

Revenues in the Capital Projects Fund generally consist of four (4) types: grants, bonds, transfers from operating Departments and interest earnings. Any unspent bond proceeds of the \$60 million General Obligation Bond for improvements of Parks and Recreation facilities and the purchase of crime prevention equipment from FY 2017 will automatically be carried forward to FY 2018.

Expenditures

There are three (3) employees budgeted in this fund; one (1) Community Improvement Director and two (2) project managers. The personnel complement remains at three (3) positions as the CIP Coordinator position will be eliminated in FY 2018.

COMMUNITY DEVELOPMENT BLOCK GRANT FUND

The City is designated an Entitlement City for the purposes of receiving Community Development Block Grant (CDBG) funds from the United States Department of Housing and Urban Development (USHUD). The President's FY2018 budget has eliminated funding for the CDBG program. In recent weeks, the United States House of Representatives funded the Program at slightly reduced levels from FY2017. The United States Senate is expected to fund the Program in a similar manner. We are budgeting the Program at the same level as FY2017 (\$971,071).

In our Neighborhood Stabilization Program (NSP), we continue work on the foreclosed homes purchased in FY2010 and FY2011. Under this program, the homes are being renovated and sold to income eligible first-time homebuyers. The sale of the remaining homes has been stagnant due to the income limits placed on the sale by the NSP regulations. We will enhance our rent-to-own program which has been successful in preparing income sensitive families for homeownership.

Projects and programs in the CDBG Fund are based on the priorities established by City Council in the Annual Action Plan as approved by USHUD.

DEBT SERVICE FUND

In FY 2009, the City established a consolidated Debt Service Fund from which all bonded debt and capital lease payments are made. Individual operating funds transfer their proportionate share of such debt through the budgetary process. This fund provides the public with a quick view of the City's outstanding debt obligations in any particular year. With the settlement the City received in November 2016 for the City Hall construction, the City has pre-paid a portion of the additional financing issued in FY 2017, reducing the debt service of the loan by approximately \$370,000 in FY 2018. We are utilizing \$272,000 from the Debt Service Fund fund balance to balance the budget.

As your City Manager, it is my belief we are well on our way to fulfilling the promises we have committed to our residents. As we move the City forward together, we understand there will be challenges. Our job is to move past them and provide services to our residents in the most effective way. It will be our energy, passion and commitment in making them proud of the City where they live, work and play. The FY 2018 budget provides what is believed to be the essential level of City operations necessary to responsibly carry out the duties of addressing our fiscal and fiduciary responsibilities. The budget continues to provide the foundation for the vision our residents had when they incorporated. It is believed, we will be able to operate effectively for the coming year.

I want to thank the Mayor and City Council for your input and continuing support regarding the initiatives of the City Administration.

It is encouraging having an opportunity to serve the City of Miami Gardens. It is an honor to be a part of the Miami Gardens team. It is a privilege to work day in and day out with staff members willing to take the extra step-ensuring essential services are being provided throughout the City on a daily basis – as your City Manager I truly appreciate each and every employee's efforts.

Finally, I applaud Assistant City Managers Craig Clay, Vernita Nelson and Finance Director Patricia Varney for their input and assistance in the preparation of the FY 2018 Annual Budget.

Respectfully Submitted,



Cameron D. Benson
City Manager

Users Guide to the FY 17-18 Proposed Budget Document

The Budget

The budget is the spending plan for all financial resources available to the City. Through these resources, services are provided that attempt to meet the needs and desires for Miami Gardens' residents. The City Council and City staff respond to the community's needs in large part through the budget. It balances not only revenues and costs, but actualizes community priorities and desires. The proposed budget document is divided into sections as outlined below. Each Section provides the reader with important information on the City and its spending priorities. A glossary is provided at the end of the document so that readers can easily find the definition of unusual or unfamiliar words and acronyms.

Table of Contents and Users Guide to the Budget

This introductory section is designed to familiarize the reader with the City of Miami Gardens and the budget process itself. Governmental budgeting can be a confusing maze of actions, deadlines and legal requirements. This section provides the reader with an overview of the process and summaries of the critical policy issues that drive the budget. Bookmark is set up accordingly to the "Table of Contents" listed on page 7.

City Manager's Budget Message

The Charter of the City of Miami Gardens charges the City Manager with the preparation of the City's Annual Budget. The Manager's Budget Message contains a summary of the upcoming budget, issues and challenges faced in its development. It presents an overview of the budget format and a detailed explanation of property taxes as they apply to Miami Gardens.

Fund and Departmental Detail

This Section comprises the heart of the proposed budget. Divided by fund, each Section presents a detailed summary of expected revenues and expenditures by department and Operating Division, including historical information about each revenue source and proposed expenditure line item for personnel, operating and capital expenditure line items. At the end of each Fund detail, there is a Fund summary. The historical data provides the reader with a good view of trends and assists in developing meaningful projections.

In addition to the financial data, the Section provides a brief narrative description of the duties and responsibilities of each Department and Fund, a listing of major accomplishments for the preceding year, and goals for the coming year. Also provided, is a

staffing history for the Department and an Organizational Chart. Finally, a millage equivalent has been calculated for each department in order to give the reader a different perspective on the cost of running the various operations.

Appendices

1. FY 2017-2018 Revenue Manual

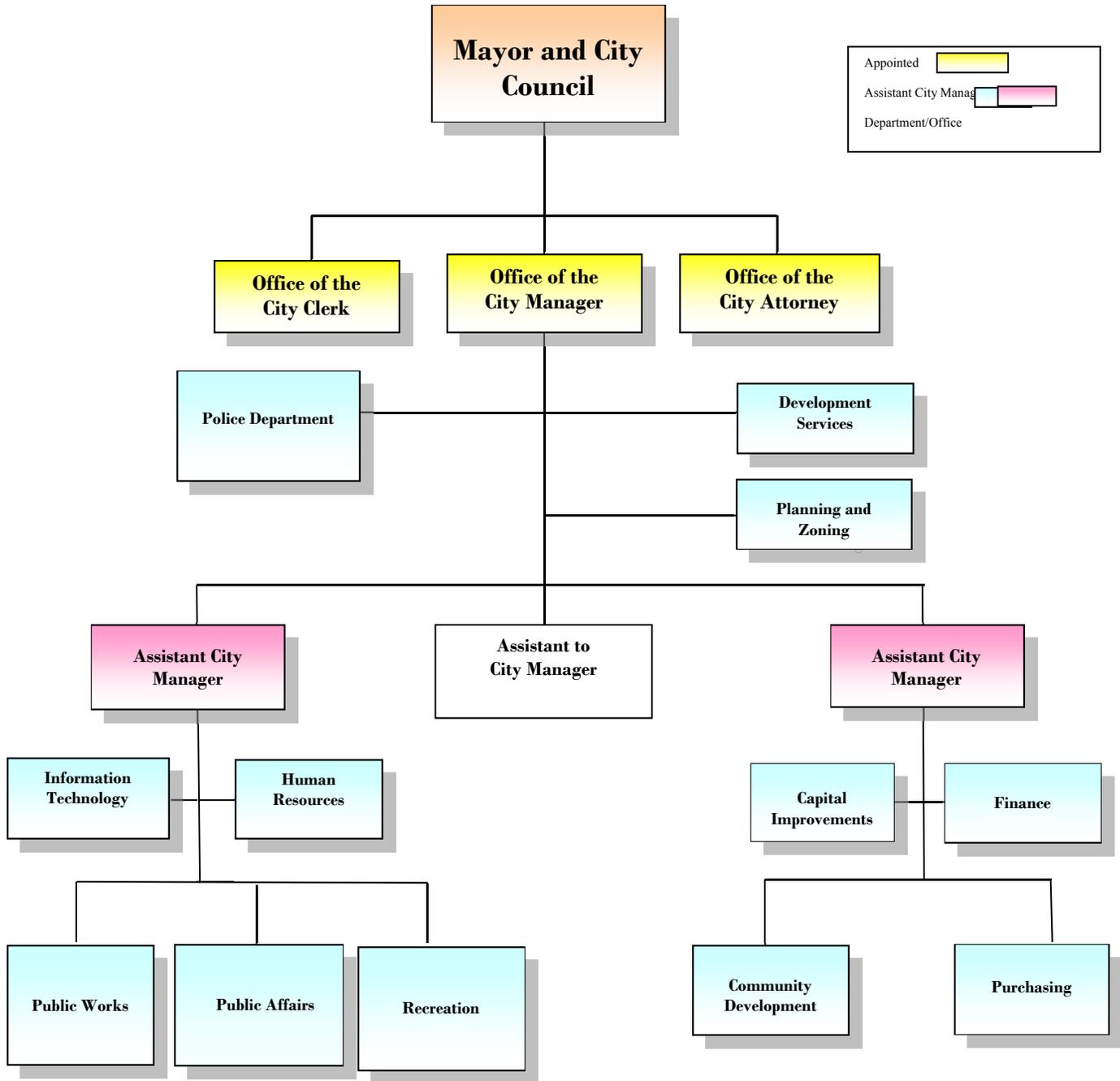
The City's revenue manual provides all the information one needs to understand the various sources of revenue the City receives. Every revenue source is detailed including the legal basis, general definition, payment schedules, and a graphic history of the revenue.

2. Glossary

Municipal finance and budgeting is at best, a bewildering process of terms, acronyms and processes. Even seasoned staff often find it difficult to keep up with the latest terms and definitions. It is almost impossible for the lay reader of a municipal budget to fully understand all of the jargon. A Glossary is presented as a helpful guide for residents and others who are not familiar with government terminology.

3. Form 420, Tax Rate Resolution and Budget Ordinance

This Appendix consists of the principal approval documents used to establish the annual budget. The Form DR-420 is the required form to set the City's millage. It is sent to the County Tax Collector immediately after the adoption of the final tax resolution. The tax rate resolution is the document that actually establishes the tax rate for the coming year. It must be read and approved at two (2) separate public hearings prior to adoption. The budget ordinance is the formal approval of the actual FY 2017-2018 operating and capital budget. This ordinance also must be approved at two (2) separate public hearings prior to adoption. The ordinance adopts the actual appropriations for each fund and establishes the rules for budget administration.



* Fire Department is operated by Miami-Dade County not by individual municipality

Summary of Authorized Positions

History of	FY 08	FY 09	FY 10	FY 11	FY 12	FY 13	FY 14	FY 15	FY 16	FY 17	FY 18	
Positions by Fund/Dept	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE	
GENERAL FUND												
Legislative	2	2	3	0	0	0	0	0	0	5	8	(1)
City Manager	9	9	10	9	7.5	7.7	7.2	7.7	11	12	12	
City Clerk	4	4	4	7	7	7	8.5	9	9	4	4	
City Attorney	0	0	3	3	3	3	3	3	3	3	3	
Human Resources	8	9	9	9	8	8	9	9	8	7	8.3	(2)
Finance	7	7	7	7	6.5	7	7	7	7	7	9	(3)
Planing & Zoning	8	7	6	6	5	5	3	1	1	3.3	4.1	(4)
City Hall Maintenance	0	0	0	0	0	0	2	3	3	4.6	5.1	(5)
Code Enforcement	24	24	27	24	23	22.5	21.5	21.5	22.5	21.5	22	(6)
Law Enforcement	242.5	283.5	301	292	289.5	288.3	298.3	294.3	304.8	305.8	304.4	(7)
Parks & Recreation	104.5	106	119.5	105.5	96.2	96.05	93.4	88.42	85.62	80.31	80.04	(8)
Purchasing	3	4	4	4	4	4	4	4	4	4	5	(9)
Information Services	7	9	11	11	12	12	12	11	11	10	10	
Fleet	2	2	3	3	3	3	3	3	3	3	3	
General Fund	421	466.5	507.5	480.5	464.7	463.55	471.9	461.92	472.92	470.51	477.94	
TRANSPORTATION FUND												
Administrative Division	5	4	4	4	3	4.3	4.3	3.3	3	4	4	
KMGB Program Division	2	2	2	2	2	2	2	2	2	2	2	
Streets Division	25	25	25	25	27	27	25	25	25.75	25.75	24.95	(10)
CITT - Capital	0	0	0	0	0	0	0	2.3	2.3	2.3	2	(11)
CITT - Transit	0	0	0	0	0	0	2	3	3	3	3	
Transportation Fund	32	31	31	31	32	33.3	33.3	35.6	36.05	37.05	35.95	
DEVELOPMENT SVCS. FUND												
Building Division	32	27.5	19	18	16.5	16.5	15.5	15.5	15.1	17	15.7	(12)
Development Services Fund	32	27.5	19	18	16.5	16.5	15.5	15.5	15.1	17	15.7	
CDBG Fund												
CDBG Department	4	4	8	8	8	6.5	5	5	5	5	5	
CDBG Fund	4	4	8	8	8	6.5	5	5	5	5	5	
CAPITAL PROJECTS FUND												
CIP Operating Division	3	3	4	4	5	5	5	3	3	3	3	
Capital Projects Fund	3	3	4	4	5	5	5	3	3	3	3	
STORMWATER FUND												
Stormwater Utility Division	12	12	12	12	14	14	14.5	12.7	12.65	11.95	11.95	
Stormwater Fund	12	12	12	12	14	14	14.5	12.7	12.65	11.95	11.95	
TOTAL CITY POSITIONS	504	544	581.5	553.5	540.2	538.85	545.2	533.72	544.72	544.51	549.54	

NOTES:

- (1) Additional 3 administrative assistant to Council in FY 2018
- (2) PT Receptionist position added in mid-year of FY 2017, and an additional added in FY 2018
- (3) Management Analyst position previously budgeted under Police, and reclass Special Project Administrator previously under Office of the Manager to Budget Administrator and transfer to Finance
- (4) Assistant Director position previously charged .80 to Building Division and Transportation Fund
- (5) Additional hours for receptionist position
- (6) .50 Code Officer previously charged to Transportation Fund
- (7) Reduction of part-time school crossing guards hours
- (8) Strategic Administrator transfer to Office of the City Manager, reduced hours of part-time recreation aide positions, added .3 Irrigation Supervisor position, and 2 parks worker positions
- (9) Position transferred in from Office of the Mayor and Council in mid 2017
- (10) Code Officer charged to Code division at 100% and .30% Irrigation Supervisor position charged to Parks Division
- (11) Assistant Development Services Director reclass as Planning & Zoning Director in FY 2018 and charge to Planning & Zoning at 100%
- (12) Assistant Development Services Director reclass as Building & Zoning Director and charge to Planning & Zoning at 100%, and Development Services Director not funded

Miami Gardens' 2018 Budget Process

Budget Process and Calendar

A large portion of the budget process in Florida is statutorily driven as outlined in the timetable below. The formal budget policy can be found on page 61 of the Financial Policies. Immediately following this timetable is the specific budget calendar for the City of Miami Gardens. Utilizing this timetable, the City Manager and his staff prepare a tentative budget for consideration by the Mayor and City Council.

The Planning Phase

In October of each fiscal year, plans are set forth for next year's budget process by the City Manager; however, the actual budget formulation process generally begins in late February. Prior to budget formulation, the City Manager and Finance staff review the GFOA comments from the prior year's budget and begin developing the data necessary to address those comments and suggestions.

The Preparation Phase

In March, the budget preparation phase involves staff preparing updates to the City's anticipated revenues and major equipment needs. This involves developing accurate projections of traditional revenues and estimating any new revenues expected in the subsequent year. Also during this phase, staff develops expenditure profiles for each City Department and operation.

The Review Phase

This phase involves the City Manager and the various Department heads reviewing the submittals from their respective Departments. Changes and updates were made to the proposed revenue and spending levels based on overall City priorities and as a result of these one-on-one meetings. Matching proposed service levels with the necessary personnel and other resources was an on-going process that demanded considerable investigation and focus on the multiple missions.

Final refinements continued until the preparation of the proposed budget was completed and submitted to the Mayor and City Council for their consideration at the July 26, 2017 meeting.

The Adoption Phase

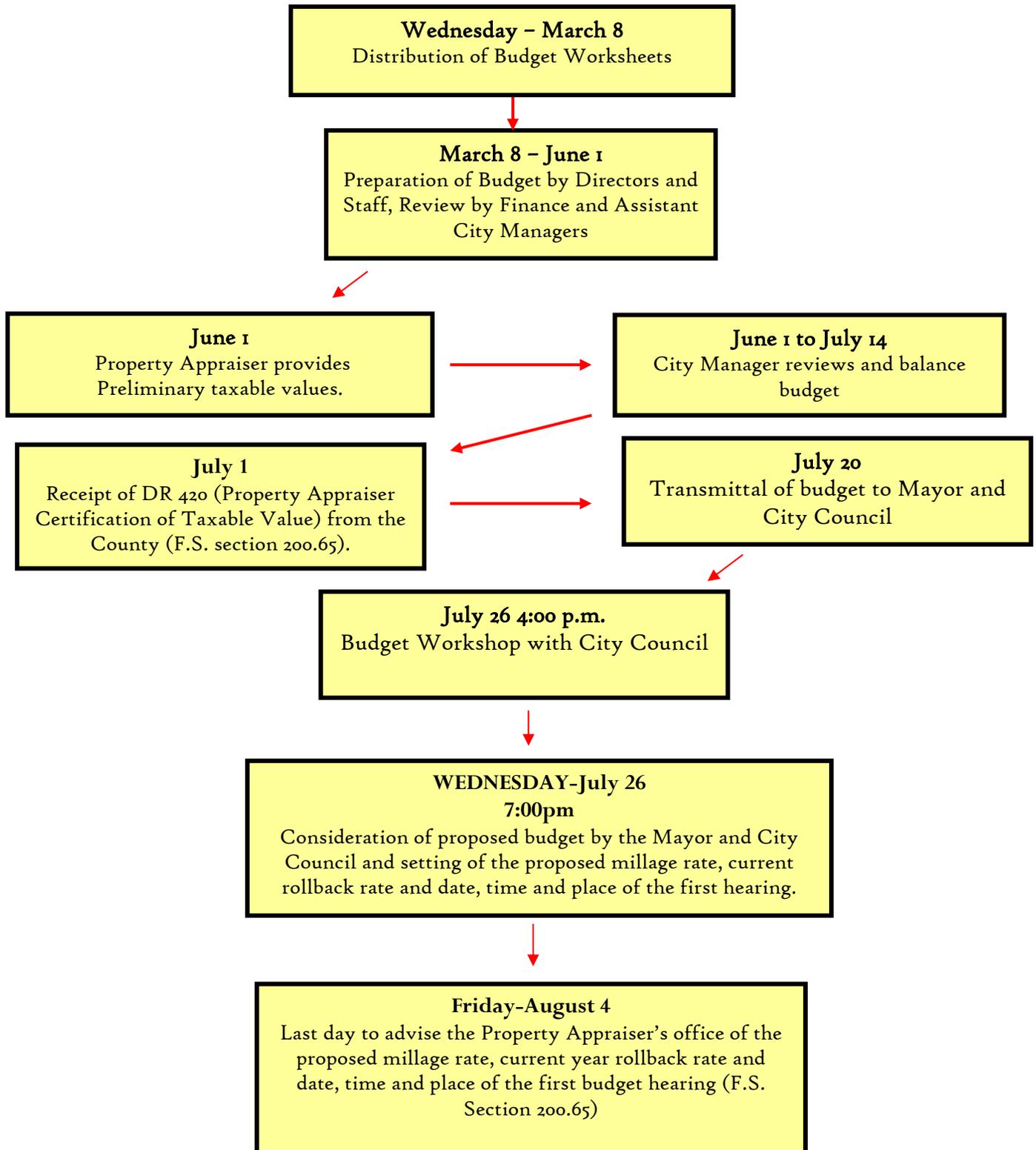
At their July 26, 2017 regular City Council meeting, a proposed balanced budget was presented to the Council. At this meeting, the City Council must adopt a tentative millage rate for the coming year. This is a requirement of State statutes. The adopted rate is then the maximum millage rate that can be included in the coming year's budget. The City Council may, at a later budget hearing, reduce the rate if it so desires, but cannot raise it above the adopted tentative rate.

At this July's meeting, Council set the tentative millage rate at 6.9363, which is the current millage rate. State law requires that two (2) formal public hearings be held in September and neither can conflict with the hearing dates established by the County School Board or the County Commission. The dates are September 13th and September 27th.

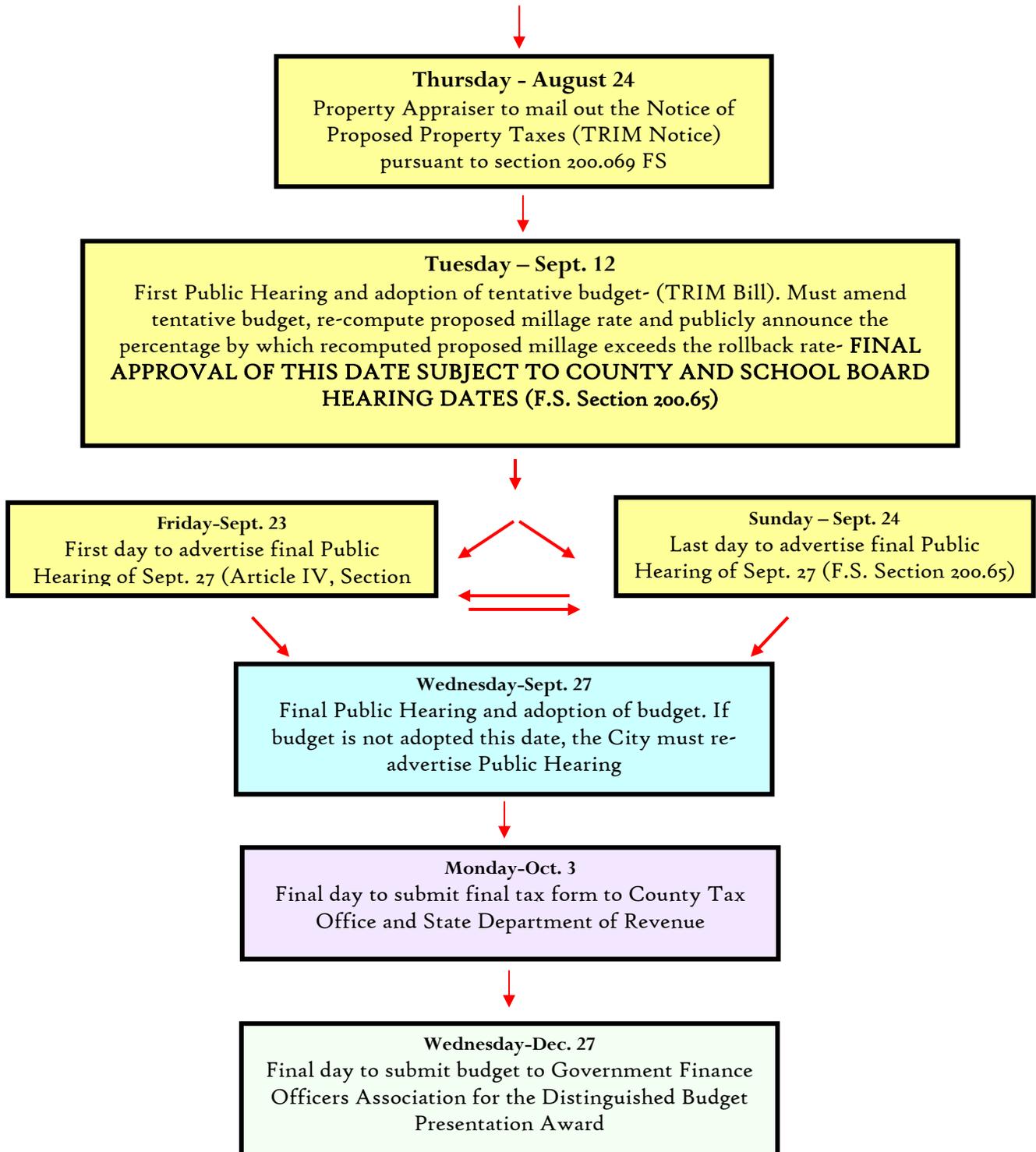
Subsequent to the July vote, the Notice of Proposed Property Taxes, otherwise known as TRIM (Truth in Millage) notices, are prepared and mailed to taxpayers by the County Property Appraiser. Printed on the TRIM notice is the date of the first scheduled public hearing to adopt the tentative budget and the tentative millage rate. This meeting is set for the evening of September 12, 2017. The purpose of the public hearing is to give the general public an opportunity to speak for or against the proposed budget and millage rate. At the end of the first public hearing, a date and time will be set for the final public hearing, which is currently scheduled on September 27, 2017. An advertisement will then be prepared and placed in a local newspaper. This ad contains summary budget information along with the tentative millage rate and the tentative approved budget based on the first hearing. Also noted are the time, date and location for the final hearing.

The purpose of the final public hearing is to once again give the general public an opportunity to speak for or against the budget and proposed millage rate. At this meeting, the City Council will adopt the final budget and millage rate. Within three (3) days of that adoption, the City must notify the County Property Appraiser, County Tax Collector and the State Department of Revenue, of the adopted millage rate. Final tax invoices are mailed to property owners by the Tax Collector at the beginning of November. The budget is effective on October 1st of each year.

FY 2017-2018 Budget Schedule



FY 2017/2018 Budget Schedule (Cont'd)



Significant Financial Policies

1. The annual operating budget of the City of Miami Gardens, Florida, shall balance the public service needs of the community with the fiscal capabilities of the City. It is intended to achieve those goals and objectives established by the City Council for the following fiscal year. Service programs will represent a balance of services, but with special emphasis on the City public safety, quality of life, and compliance with various state and federal mandates. Services shall be provided on a most cost effective basis. A balance between personnel and other classes of expenditures will also be achieved.
2. The City recognizes its citizens deserve a commitment from their local government to fiscal responsibility and a balanced operating budget is the cornerstone of fiscal responsibility. Annual operating expenditures (personal services, contracts, commodities and supplies and capital outlay) will be fiscally balanced with revenues or income estimates that can reasonably and normally be projected to be received during the fiscal year. New programs or changes in policies which would require the expenditure of additional operating funds will either be funded through reductions in existing programs of lower priority or through adjustments to fee rates, service charges or taxes.
3. Requests for new or changes to programs or policies will be accompanied by an analysis of the short and long-term impact on the operational budget caused by such changed or new program or policy. When possible, a standard format using this procedure shall be routinely provided to the Council when requesting approval of each new or changed program or policy.
4. New programs, services or facilities shall be based on general citizen demand or need.
5. The City shall prepare and implement a Capital Improvement Plan Budget (CIP), consistent with State requirements, which shall schedule the funding and construction of projects for a five-year (5) period. The CIP Budget shall balance the needs for improved public facilities, as identified in the City's comprehensive plan, within the fiscal capabilities and limitations of the City.
6. The City shall maintain its accounting records in accordance with generally accepted accounting principles (GAAP), applied to governmental units as promulgated by the Governmental Accounting Standards Board (GASB) and the Financial Accounting Standards Board (FASB).
7. The City shall provide funding for public services on a fair and equitable basis, and shall not discriminate in providing such services on the base of race, sex, color, religion, sexual orientation, national origin, physical handicap or other non-merit basis.
8. Budgets for all City funds and all other City expenditures, shall be under City Council appropriation control.
9. Inter-fund loans must be supported by a fiscally sound source of funds available for repayment.

10. Copies of the proposed and final budgets shall be provided at the North Dade Regional Public Library, posted on the City's website, and shall be available for inspection and copying at the office of the City Clerk. Copies of the proposed budget shall be provided at no charge at all public hearings and workshops.

Balanced Budget

1. **Balanced Budget Requirement**: The operating budget of the City of Miami Gardens shall be balanced using current year revenues to finance current year expenditures. Fund balances shall not normally be budgeted as a resource to support routine annual operating expenses. Fund balances may be budgeted as a resource to support capital, debt, or extraordinary major maintenance needs on a non-recurring basis, or as reserves to be carried forward. Under ordinary economic conditions, the use of fund balance forward should not exceed .25 mills equivalent.

2. Revenue projections will be based on an analysis of historical trends and reasonable assumptions of future conditions.

3. Revenue estimates will be made on a reasonable, conservative basis to ensure estimates are realized.

4. The operating budget will be prepared based on 95% of the certified taxable value of the property tax roll revenues.

5. The City will not use long-term debt to finance expenditures required for operations.

6. As early as practical in each annual budgeting cycle, the City Council shall give direction to staff as to the circumstances under which an ad valorem tax millage increase would be considered. Normally, such direction should be given in conjunction with the setting of a tentative budget calendar.

7. Fees should be collected on all City-provided services for which specific users may be readily identified and use may be reasonably quantified. The amount of the fee should be based on actual costs incurred in providing the services (or facility) and shall be reviewed at least biannually. The degree to which fees shall recover full costs shall be a policy determination of the City Council.

Funds and Fund Types

Government resources are allocated to and accounted for in individual funds based upon the purpose for which they are to be spent and the means by which spending activities are controlled. All Funds in Miami Gardens are appropriated. The various funds are grouped within three (3) broad categories as follows:

- Governmental Fund Types:
 1. **General Fund** (001) - The General Fund is the general operating fund of the City. It is used to account for all financial resources except those required to be accounted for in another fund.
 2. **Special Revenue Funds** (100s) – Special Revenue Funds are used to account for the proceeds from specific revenue sources (other major capital projects) that are legally restricted to expenditures for specified purposes. The City currently has several special revenue funds as described immediately below.
 - A. **Transportation Fund** (100) – The Transportation Fund is used to account for the revenues the City receives from the State-shared local option gas funds, and other revenues designated for transportation purposes. It is the operating fund for the City’s Public Works Department.
 - B. **Grant Fund** (102) – The Grant Fund is used to account for all operating grants the City receives from State or Federal Program for a specific purpose.
 - C. **State Housing Initiative Partnership Grant (SHIP) Fund** (103) – The State Housing Initiative Partnership Grant (SHIP) Fund is used to account for revenues and expenditures of the City’s SHIP Program.
 - D. **Community Development Block Grant (CDBG) Fund** (104) – The Community Development Block Grant Fund is used to account for revenues and expenditures of the City’s CDBG Program. The City is an entitlement community under the U.S. Department of Housing and Urban Development (HUD).
 - E. **Development Services Fund** (105) – The Development Services Fund is the accounting entity for the City’s Building Department. The fund was established to capture a record of fees and expenses

oriented toward the building and development industry to ensure these service costs are largely recaptured by the users.

F. **Special Revenue Fund (106)** – The Special Revenue Fund is used to account for the proceeds from specific, earmarked revenues such as impact fees and Law Enforcement Training Trust Fund (LETF).

G. **Law Enforcement Trust Fund (107)** – The Special Revenue Fund is used to account for forfeiture funds and property seized or confiscated by either Federal, State, and/or local law enforcement agencies.

3. **Capital Project Fund (300)** – Capital Projects Funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds and trust funds) or capital improvements. This fund serves as an operating fund for the construction of various projects and will receive grants and other project-oriented revenues.

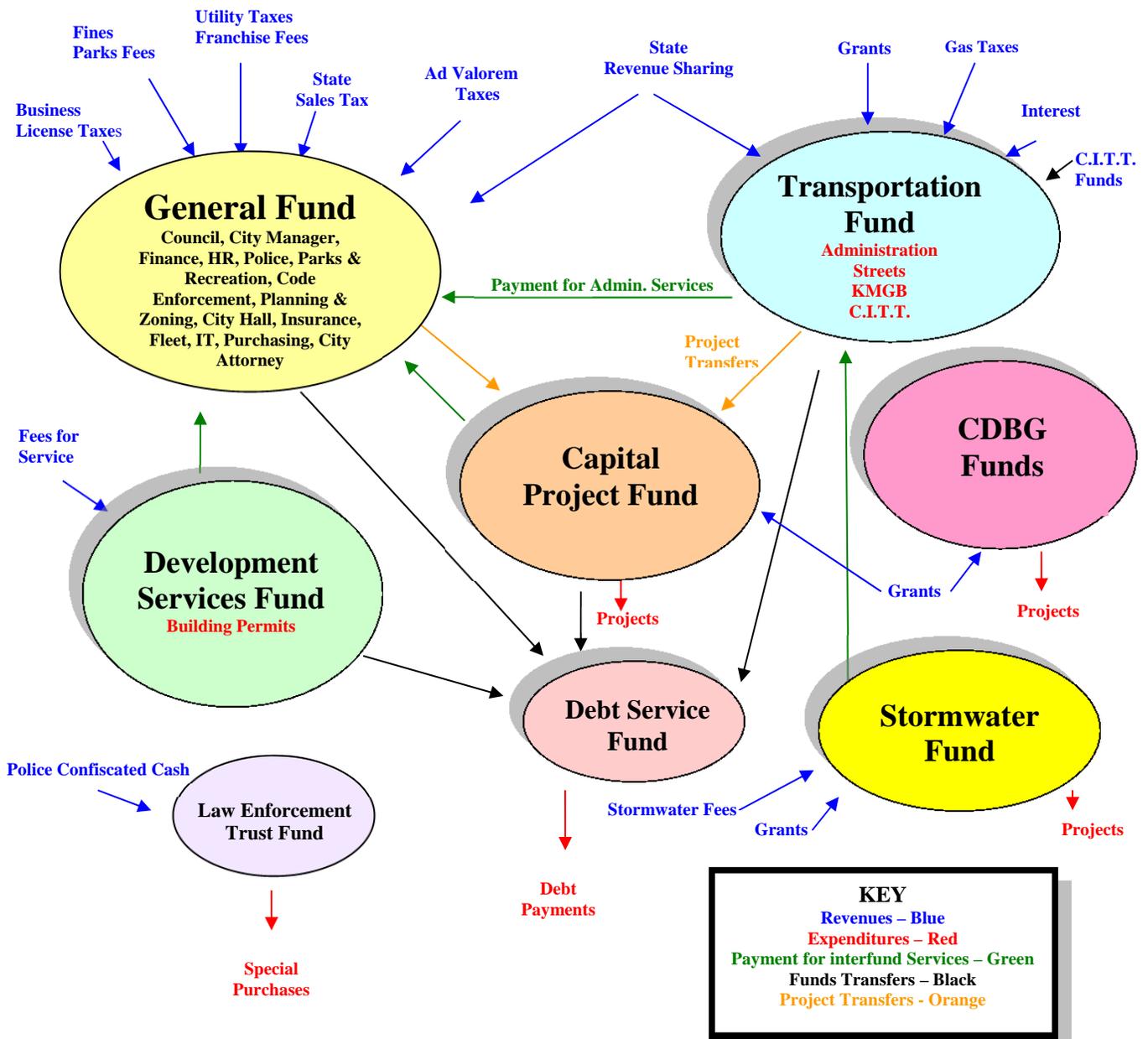
4. **Debt Service Funds (201)** - Debt Service Funds account for the accumulation of resources for, and the payment of, principal, interest, and related costs on general long term debt (other than those payable from the operations of enterprise funds). The City currently has one Debt Service Fund.

- Proprietary Fund Types:

1. **Enterprise Funds** - Enterprise Funds are used to account for operations financed and operated in a manner similar to private business enterprises, where the intent of the governing body is the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or where the governing body has decided periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes.

A. **Stormwater Utility Fund (401)** – The Stormwater Utility Fund is used to account for revenues and expenditures related to the City’s stormwater utility operation. Major revenues include the \$6 per month stormwater utility fee and grants.

Major Operating Funds Relationship Chart



To the layman or the uninitiated, municipal budgeting is at best confusing. The use of separate “Funds” to account for operations is conceptually similar to a group of unrelated businesses, each has their own unique product, revenues and expenditures; however, they may “buy” certain “services” from each other but must pay for these services as would any business who, say hired another company to do its payroll or maintenance.

Some of these relationships are mandated by law (i.e. gas taxes must go into the Transportation Fund) while others are for convenience (i.e. Payment to the Capital Projects Fund for a specific project to be completed).

The concept cities have one large pot of money that can be used for anything is widely held but erroneous.

Expenditure Policies

The City shall operate on a current funding basis. Expenditures shall be budgeted and controlled so as not to exceed current revenues plus planned use of fund balance accumulated through the prior years.

1. The City Manager shall take immediate corrective actions if at any time during the fiscal year expenditure and revenue re-estimates are such that an operating deficit is projected at year-end. Expenditure deferrals into the following fiscal year, short-term loans, or use of one-time revenue sources shall be avoided.
2. The City manager shall undertake periodic staff and third party reviews of City programs for both efficiency and effectiveness. Privatization and contracting with other governmental agencies will be evaluated as alternatives to service delivery. Programs that are determined to be inefficient and/or ineffective shall be reduced in scope or eliminated.
3. The City shall make every effort to maximize any discounts offered by creditors/vendors. Staff shall also use competitive bidding to attain the best possible price on goods and services.
4. Normal maintenance requirements necessary to sustain the basic asset value will be included in the budget of the proper operating fund.
6. Contractual obligations and compensation plans for employees will be provided, including estimated pay-out amounts for accrued personal leave.
7. Capital for major improvements and automation of services will be based on multiple-year planning and cost benefit analysis.
8. Working Capital Reserve - This reserve should be established in all operating funds where emergencies may occur. The amount recommended is a minimum of \$50,000 to \$500,000 depending on the size of the fund.
9. Each year, the risk manager shall prepare an estimate of amounts to be budgeted for workers' compensation, self-insured, and malpractice claims.

Fund Balance Policy

Purpose

In 2009, the Governmental Accounting Standards Board (GASB) issued GASB Statement 54 *Fund Balance Reporting and Governmental Fund Type Definitions*. This statement substantially changes how fund balances are categorized. This policy establishes procedures for reporting fund balance classifications, and establishes prudent reserve

requirements. It also authorizes and directs the Finance Director to prepare financial reports, which accurately categorize fund balance according to GASB 54.

Definitions of Fund Balance

Fund balance is the difference between the assets and liabilities reported in a governmental fund. GASB 54 established the following definitions, each of which identifies the extent to which the City is bound to honor constraints on the specific purposes for which amounts can be spent.

A. Non-Spendable Fund Balance

The non-spendable fund balance classification includes amounts that cannot be spent because they are either (a) not in a spendable form or (b) legally or contractually required to be maintained intact. The “not spendable form” criterion includes items that are not expected to be converted to cash, for example, inventories and prepaid amounts. It also includes the long term amount of loans and notes receivable.

B. Restricted Fund Balance

This classification includes amounts that reflect constraints placed on the source of resources, other than non-spendable items that are either (a) externally imposed by creditors (such as through bonded debt reserve funds required pursuant to debt covenants), grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation.

C. Committed Fund Balance

This classification includes amounts that can only be used for specific purposes pursuant to constraints imposed by formal action (an ordinance or resolution) of the government’s highest level of decision making authority. The committed amounts cannot be used for any other purposes unless the government removes or changes the specific use by taking formal action. Committed fund balance also incorporate contractual obligations to the extent that existing resources in the fund have been specifically committed for use in satisfying those contractual requirements.

D. Assigned Fund Balance

The assigned fund balance classification includes amounts that are constrained by the government’s intent to be used for specific purposes, but that are not restricted or committed. Such intent needs to be established by (a) the governing body itself or (b) a body or official to which the governing body has delegated the authority to assign amounts to be used for specific purposes. The authority to “assign” fund balance is delegated to the City Manager or his designee. A few examples for assigned fund balance are as follows:

Continuing Appropriations: Fund balance levels must be sufficient to meet funding requirements for projects approved in prior year and which must be carried forward into the next fiscal year.

Funds set aside for equipment replacement according to the City’s Capital Improvement Plan.

E. Unassigned Fund Balance

This classification is for the government’s General Fund and includes all spendable amounts not contained in the other classifications, and therefore not subject to any constraints. Unassigned amounts are available for any purpose.

Stabilization Arrangements

Included in the City’s Adopted Budget each year, it is the City’s goal to maintain an unassigned general fund balance equal to 16% to 25% of the annual budgeted general fund expenditures. All unassigned general fund balance should be appropriated into the succeeding year’s budget and identified as “working capital reserve”.

Comparison of Past Practice and GASB 54 Fund Balance Types

Past Practice	GASB 54 Format
Reservations:	
Inherited: Inventories, Prepaids	Non Spendable
Legal restriction:	Restricted
Special Revenue Fund: Impact Fee	Restricted
Special Revenue Fund: Grants	Restricted
Development Service Fund	Restricted
Transportation Fund: Gas Tax	Restricted
Contractual restriction: Encumbrances	Committed: Contractual obligated
Capital Projects Fund	Restricted: Grant
Unreserved, reported in	Assigned:
Special Revenue Funds	Special Revenues with the exception listed above
Capital Projects Fund	Capital Projects with the exception listed above
Debt Service Fund	Debt Service
Unreserved, undesignated:	Unassigned: General Fund Only*

*Exception: Other governmental funds have Expenditures that exceed the restricted or committed fund balance.

Specific Guidelines For Individual Funds

General Fund: It is the objective of the City to pay as great a portion of operating expenses of the General Fund as possible from sources other than ad valorem taxes.

Only to the extent that non-ad valorem tax sources of revenue are inadequate to support services at desired levels should ad valorem taxes be considered for an increase. Service charges and fees for all general fund services will be analyzed to ensure an appropriate proportional recovery of direct costs and overhead from Proprietary Funds.

The annual operating budget of any enterprise or special revenue operating fund shall pay the appropriate general fund operations for a portion of the cost of general administrative departments and a payment-in-lieu-of taxes which will be computed on the latest un-depreciated value as established in the latest Comprehensive Annual Financial Report. Service charges, rent, and fee structure will be established so as to ensure recovery of all costs for these funds to the fullest extent possible, considering public benefit. All capital projects and capital bonds shall pay a one-time 2 ½% when applicable an administrative fee to the General Fund for administration and accounting for such project.

Capital Asset Management Policies

- **Threshold:** The City will capitalize all individual assets and infrastructure with a cost of \$5,000 or more and a life of 5 years or more (except computers at 3 years).
- **Asset categorization:** The City shall account for assets and infrastructure meeting the minimum dollar and life thresholds in the following categories:
 - Land
 - Buildings
 - Improvements
 - Equipment
 - Infrastructure
 - Roads
 - Stormwater system
 - Sidewalks
 - Construction in progress
- **Infrastructure Accounting:**
 - Pre-2003 valuations. Prior to the incorporation of the City in 2003, the City has used the estimated historical cost method of valuation.
 - Method:
 - The City determined the estimated cost of road replacement by using the Florida Department of Transportation Statistics Unit Prices and then applied the US Bureau of Labor Statistics price trend information for asphalt, concrete, paving mixtures

and blocks weighted average deflator index in determining the present value of the roads.

- The Stormwater system estimated cost is based upon the Florida Department of Transportation Statistics Unit Prices and then applied the US Bureau of Labor Statistics price trend information for storm sewer pipes and concrete pipes weighted average deflator index in determining the present value of the stormwater system.
- The City determined the estimated cost of sidewalks by using the Florida Department of Transportation Statistics Unit Prices and then applied the US Bureau of Labor Statistics price trend information for asphalt, concrete, paving mixtures and blocks weighted average deflator index in determining the present value of the sidewalks.
- **Capital Expenditure/Capital Outlay** – Budget vs. GAAP (Generally Accepted Accounting Principles). Only assets or infrastructure with a value over \$5,000 will be budgeted as a capital item in the budget. Short lived assets which do not meet the capital asset threshold will be budgeted as operational materials and supplies.
 - Deprecation Method: GASB (Governmental Accounting Standards Board) Statement 34 requires governments to depreciate capital assets with a defined estimated life.
 - The City will use the straight line depreciation method.
 - There will be no depreciation on land or other assets with an indefinite life.
 - Construction in progress projects are not subject to depreciation until the projected is completed.
 - Depreciation expense is not calculated on the salvage value (value which the asset will not fall below).
- **Capital Assets** – Assets vs. Repair & Maintenance: GASB 34 requires that repair and maintenance items are expenses rather than capitalized assets.
 - The criteria determining whether an item is capitalized or expensed is whether the service life of the assets will be extended.

- The City will adapt this definition and capital expenditures that extend the life of the asset will be classified as capital assets.
- **Estimated useful assets life:** The estimated useful lives of the assets are based on City experience and established projections reflected in the 5 year capital plan. The useful life will be used when determining depreciation expense. The useful lives are:
 - Land – indefinite
 - Buildings – 40 years
 - Improvements – 15 years
 - Equipment :
 - Cars – 5 years
 - Trucks – 10 years
 - Equipment – 5 years
 - Computer equipment – 3 years
 - Infrastructure:
 - Roads – 25 years
 - Stormwater system – 50 years
 - Sidewalks – 20 years
- **Five year capital plan:** The City prepares a 5 year capital plan which reports the capital asset budget needs for the City.
- **Fixed Asset Accounting.** The City will comply with the standards established by GASB 34 (Governmental Accounting Standards Board) and all subsequent pronouncements set forth by GASB or its successor organization.

Capital Expenditures & Debt Policies

All Funds

Revenue: Revenue projections for the Capital Improvement Budget shall be based on conservative assumptions of future earnings and bond market conditions.

Requirements: Capital projects shall be justified in relation to the applicable elements of the City’s comprehensive plan or other requirements or needs. Estimated requirements for capital projects shall include all costs reasonably associated with the completion of the project. The impact of each project on the operating revenues and requirements of the City shall be analyzed as required by the general fiscal policy stated above.

Long Term Debt: Long term borrowing will not be used to finance current operations or normal maintenance. A policy of full disclosure will be included in all financial reports and official statements for debt.

Medium Term Debt: Capital lease purchase methods, bonds, or other debt instruments may be used as a medium-term (5 to 8 years) method of borrowing for the financing of vehicles, other specialized types of equipment, or other capital improvements. The equipment or improvement must have an expected life at least equal to the years leased or financed. The City will determine and utilize the least costly financing methods available and where practical, shall use an open bid system for such financing. Such debt arrangements will be repaid within the expected life of the equipment or improvement acquired.

Short Term Debt: Short-term borrowing may be utilized for temporary funding of anticipated tax revenues; anticipated grant payments, anticipated bond proceeds, or other expected revenues. Such debt should normally be made from pooled cash; however, in rare circumstances, it may be by the use of the line-of-credit at the City's depository or other financial institution, utilizing a short-term note maturing before the end of the current appropriation period. Other short-term debt, such as tax exempt commercial paper, bond anticipation notes, tax anticipation notes, or grant anticipation notes, may be used when it provides immediate financing and an interest advantage, or the advantage to delay long-term debt until market conditions are more favorable. The City will determine and utilize the least costly method for short term borrowing. Short-term debt may be refunded in accordance with applicable federal laws. Anticipated funding is defined as an assured source with the anticipated amount based on conservative estimates.

Specific Guidelines

1. General Capital Improvements: General capital improvements, or those improvements not related to City-owned enterprises, shall be funded from general operating fund revenues or fund balances, the sale of revenue or general obligation bonds, and from special assessments and grants.

2. Pay-As-You-Go Capital Improvements: Pay-as-you-go capital improvements shall be funded from general operating fund revenues or fund balances, state and federal grants, special assessments, or other sources of revenue which may become available to the City. Major capital projects related to the delivery of general public services shall be paid from general purpose revenues.

3. Special Assessments: When special assessments are used for pay-as-you-go general capital improvements where the City as a whole receives the benefit, the interest rate charged will be established by the City consistent with state law.

4. Revenue Bond Debt Limit: Sale of revenue bonds shall be limited to that amount which can be supported by user fees and other associated revenues. Revenue bond

coverage shall not be less than parity required coverage or as fixed in the approving bond documents. *While the City has no legal debt limit*, it is the City's policy that the total net annual general revenue bond debt service should not exceed 15% of the total net general purpose revenue and other funds available for such debt service. Net annual debt service shall be gross annual debt service less estimated interest on debt service reserve accounts and funds from other governmental units designated for payment of such debt service.

5. Enterprise Capital Improvements: Enterprise revenue bond coverage shall not be less than parity or the required coverage, whichever is greater.

6. Miscellaneous: The maximum of net bonded debt per capita shall be \$1,000. The maximum percentage of annual debt service to general expenditures shall be 10%.

7. Types of Debt Pledges: There are different types of debt available to finance the City's needs. They are as follows:

- A. General obligation bonds: These bonds are secured by ad valorem tax beyond operating levels. All General Obligation Bond issuance must be approved by voters through a referendum. The State of Florida limits the General Obligation debt service not to exceed a tax of 2 mills.
- B. Covenant to Budget and Appropriate: This is a pledge that the City will consider making payment of debt service annually through the budget process.
- C. Special Revenue Bonds: These bonds are repaid by the pledge of specific governmental revenue such as public service tax, gas tax or sales tax. This bond requires that the revenue stream be used first to satisfy the bond covenants and then used for other governmental purposes.
- D. Special Assessment Bonds: This bond is secured by special assessments that the City can levy. This includes any improvements to streets, such as sidewalk program, lighting program, traffic calming devices etc.
- E. State Revolving Loan: This is a low interest loan offered by the State for water, sewer and stormwater improvements. This loan is secured by user fees charged by the jurisdiction.

8. Final Maturity: The following is the guideline and is not a mandatory schedule; however, in no circumstances should the maturity of the loan be longer than the life of the assets.

- A. Vehicles/Equipment: 3-5 years
- B. Heavy Equipment such as loader, dump truck: 5-8 years
- C. Building: 20 – 30 years
- D. Infrastructure Improvement: 10 – 20 years
- E. Land: 20-30 years

9. Debt Instruments: The Finance Director shall choose the best structure of debt warranted by the market conditions and the project to be financed and recommend to Council for approval. The City also has the option of participating in one of the many pool bonds, where local government have joined together to issue debt to gain economy of scale to reduce issuance costs and to obtain better interest rate.

- A. Fixed Rate Bonds: Fixed rate bonds have the future principal and interest payments scheduled until maturity from the time of issuance.
- B. Variable Rate Notes: Variable rate notes are when the amount of interest paid changes in reaction to market demands and investor’s preference. Variable rate debt should be used for two purposes: (1) as an interim financing device (during construction periods) and (2) subject to limitations, as an integral portion of a long-term strategy to lower the City’s effective cost of capital. Under either circumstance, when the cycle of long-term rates moves down to or near historic lows, consideration should be given to converting to a fixed rate.
- C. Line or Letters of Credit: When the use is considered prudent the City can enter in agreements with local banks or other financial entities to acquire loans or letters of credit that provide City access to funds under emergency circumstances to fund temporary cash flow demands.

10. Measures of Future Flexibility: As the City addresses its needs at any one period in time, the Mayor and City Council must be prepared to ensure the flexibility to meet the present needs and challenges which face the community. Since neither State law nor the City Charter provide any fixed limits on the amount of debt which may be incurred (other than the requirement to have General Obligation debt approved in advance by referendum), the following targets or limits are established to ensure future flexibility. The following goals/targets are set to ensure the current and future flexibility, and financial vitality of the City.

Description	Ceilings
General Government Debt Service as a percentage non-ad valorem General Fund expenditures	
Debt Limit (net of General Obligation Bond)	10%
Goal/Target	8%
Weighted Average Maturity of Debt Programs:	
Self Supporting	10 years
Non-self-supporting	20 years
Weighted Average Maturity of Internal Loan Program:	5 years
General Government Direct Debt per capita	
Limit	\$1,000
Goal/Target	800
Annual Capital Projects Funding (paid as you go or debt service incurred) from non-advalorem tax	
Limit - mill	2
Goal/Target - mill	1.5
Unassigned Fund Balance	16-25% of annual operating budget

11. Refunding Criteria: Periodic review of the City’s outstanding debt should be undertaken to determine refunding opportunities. The City may issue refunding bonds when advantageous, legally permissible, and when aggregate net present value saving, expressed as a percentage of par amount for the refunding bonds, is within a target range of 3-5% or when the average annual savings are greater than \$10,000 per year.

12. Monitoring, Reporting, Amendments and/or Exceptions: The Finance Director shall monitor the actual results against the targets presented in this policy and the report will include the following information, to the extent applicable:

- A. Debt Program Targets and
- B. Measures of Future Flexibility Targets;

From time to time, circumstances may suggest that an exception be approved to one or more of the policy constraints established herein. Amendments and/or exceptions must be submitted to the City Council and shall become effective only after approved by the City Council. This Debt Management Policy will be submitted for ratification by the City Council should economic circumstances arise.

Policies and Procedures for Issuance and Post-Issuance Compliance with Internal Revenue Code Requirements

The City issues tax-exempt and tax credit bonds (including certificates of participation) that are subject to certain requirements under the Internal Revenue Code (the “Code”). The City has established the policies and procedures outlined in this section in order to ensure compliance with the requirements of the Code that are applicable to tax-exempt bonds and tax credit bonds, including “Build America Bonds” that are “qualified bonds” within the meaning of Section 54AA thereof (“Direct-Pay BABs”) that are eligible for interest subsidy payments (the “Subsidy”). These policies and procedures, coupled with requirements contained in the Arbitrage and Tax Certificate (the “Tax Certificate”) executed at the time of issuance of the bonds, are intended to constitute written procedures for compliance with the Federal tax requirements applicable to the bonds and for timely identification and remediation of violations of such requirements.

1. General Matters. The Finance Director shall have overall responsibility for ensuring that the ongoing requirements described in this section are met with respect to the bonds. The Finance Director shall identify additional employees who will be responsible for each of the procedures described in this section, notify the current holder of that office of the responsibilities, and provide that person with a copy of the procedures. New personnel will be advised of responsibilities under the procedures and the importance of the procedures. If positions are restructured or eliminated, responsibilities will be reassigned as necessary to ensure that all procedures are monitored.

2. Periodic Review. The Finance Director or other responsible persons should periodically review compliance with these procedures and with the terms of the related Tax Certificate to determine whether any violations have occurred so that such violations can be remedied through the “remedial action” regulations (Treasury Regulation §1.141-12) or the Voluntary Closing Agreement Program described in Internal Revenue Service (“IRS”) Notice 2008-31 (or successor guidance).

3. Changes in Bond Terms. If any changes to the terms of the bonds are contemplated, bond counsel will be consulted. Such modifications could result in a reissuance, i.e., a deemed refunding, of the bonds. Such a reissuance could jeopardize the status of any bonds that are Direct-Pay BABs and thereby affect the continued receipt of the Subsidy.

4. Issue Price; Premium Limit for Build America Bonds.

- A. In order to document the issue price of bonds, the Finance Director shall consult with bond counsel and obtain a written certification from the underwriter, placement agent or other purchaser of the bonds as to the offering price of the bonds that is in form and substance acceptable to the City and bond counsel.
- B. Prior to issuing Build America Bonds, the Finance Director shall consult with bond counsel and the City’s financial advisors to assure that the premium on each maturity of the bonds (stated as a percentage of principal amount) does not exceed one-quarter of one-percent (0.25%) multiplied by the number of complete years to the earlier of final maturity of the bonds or, generally, the earliest call date of the bonds, and that the excess of the issue price of the bonds over the price at which the bonds are sold to the underwriter or placement agent, when combined with other issuance costs paid from proceeds of the bonds, does not exceed 2% of the sale proceeds of the bonds.
- C. In connection with monitoring the premium limitation that applies to the issuance of Build America Bonds, the Finance Director shall ensure that a party other than the underwriter or placement agent, such as the City’s financial advisor, reviews the market trading activity of the bonds after their sale date but before their issuance date, answers such questions as the Finance Director shall reasonably ask of such party concerning such data, and produce such reports concerning the sales data as the Finance Director shall reasonably request. Market trading information is generally available through the Municipal Securities Rulemaking Board’s Electronic Municipal Market Access System (EMMA) (<http://www.emma.msrb.org>).

5. Information Reporting.

- A. The Finance Director will confirm that bond counsel has filed the applicable information reports (such as Form 8038-G or Form 8038-B) for such bond issue with the IRS on a timely basis, and maintain copies of such form including evidence of timely filing as part of the transcript of the bond issue.
- B. For Direct-Pay BABs, the Finance Director shall review the IRS Form 8038-CP in order to ensure that the proper amount of interest is being reported and the proper amount of subsidy is being requested with respect to each interest payment date. The Finance Director shall ensure that the IRS Form 8038-CP is filed on a timely basis with respect to each interest payment date in order to receive timely payment of the subsidy. If the subsidy is to be paid to a person other than the City (i.e., the bond trustee), the Finance Director shall obtain and record the contact information of that person, and ensure that it is properly shown on Form 8038-CP so that the direct payment will be made to the proper person.

6. Use of Proceeds of Bonds. The Finance Director or other responsible person shall:

- A. Maintain clear and consistent accounting procedures for tracking the investment and expenditures of bond proceeds, including investment earnings on bond proceeds.
- B. At or shortly after closing of a bond issue, ensure that any allocations for reimbursement expenditures comply with the Tax Certificate.
- C. With respect to Build America Bonds, monitor that no more than 2% of the sale proceeds are used to pay costs of issuance.
- D. With respect to Build America Bonds, determine the correct amount of available project proceeds and monitor that 100% of all sale proceeds and investment earnings on sale proceeds (other than proceeds used to pay costs of issuance or deposited in a reasonably required reserve fund) are allocated to capital expenditures in a timely fashion consistent with the requirements of the Tax Certificate.
- E. Utilize requisitions to draw down bond proceeds, and ensure that each requisition contains detailed information in order to establish when and how bond proceeds were spent; review them carefully before submission to ensure proper use of bond proceeds to minimize the need for reallocations.

- F. Ensure that a final allocation of bond proceeds (including investment earnings) to qualifying expenditures is made if bond proceeds are to be allocated to project expenditures on a basis other than “direct tracing” (direct tracing means treating the bond proceeds as spent as shown in the accounting records for bond draws and project expenditures). An allocation other than on the basis of “direct tracing” is often made to reduce the private business use of bond proceeds that would otherwise result from “direct tracing” of proceeds to project expenditures. This allocation must be made within 18 months after the later of the date the expenditure was made or the date the project was placed in service, but not later than five years and 60 days after the date the bonds are issued, or 60 days after the bond issue is retired. Bond counsel can assist with the final allocation of bond proceeds to project costs.
- G. Maintain careful records of all project and other costs (e.g., costs of issuance, credit enhancement and capitalized interest) and uses (e.g., deposits to a reserve fund) for which bond proceeds were spent or used. These records should be maintained separately for each issue of bonds.

7. Monitoring Private Business Use. The Finance Director or other responsible person shall:

- A. Review all of the following contracts or arrangements with non-governmental persons or organizations or the federal government (collectively referred to as “private persons”) with respect to the bond-financed facilities which could result in private business use of the facilities:
 - i. Sales of bond-financed facilities;
 - ii. Leases of bond-financed facilities;
 - iii. Management or service contracts relating to bond-financed facilities;
 - iv. Research contracts under which a private person sponsors research in bond- financed facilities; and
 - v. Any other contracts involving “special legal entitlements” (such as naming rights or exclusive provider arrangements) granted to a private person with respect to bond-financed facilities.

- B. Before amending an existing agreement with a private person or entering into any new lease, management, service, or research agreement with a private person, consult bond counsel to review such amendment or agreement to determine whether it results in private business use.
- C. Establish procedures to ensure that bond-financed facilities are identified and are not used for private use without written approval of the Finance Director or other responsible person.
- D. Analyze any private business use of bond-financed facilities and, for each issue of bonds, determine whether the 10% limit on private business use (5% in the case of “unrelated or disproportionate” private business use) is exceeded, and contact bond counsel or other tax advisors if either of these limits is exceeded.
- E. If private business use limits are exceeded, consult with bond counsel to determine if a remedial action is required with respect to nonqualified bonds of the issue under Treasury Regulation §1.141-12, or if the IRS should be contacted under its Voluntary Closing Agreement Program.
- F. Retain copies of all of the above contracts or arrangements (or, if no written contract exists, detailed records of the contracts or arrangements) with private persons for the period indicated below.
- G. Ensure that loans to persons other than governmental units made with proceeds of bonds comply with the limitations provided in the Code. Consult bond counsel if any such loans are contemplated.

8. Arbitrage and Rebate Compliance. The Finance Director or other responsible person shall:

- A. Review each Tax Certificate to understand the specific requirements that are applicable to each bond issue.
- B. Record the arbitrage yield of the bond issue, as shown on IRS Form 8038-G or 8038-B.
- C. Review the Tax Certificate to determine the “temporary periods” for each bond issue, which are the periods during which proceeds of bonds may be invested without yield restriction.
- D. Ensure that any investment of bond proceeds after applicable temporary periods is at a yield that does not exceed the applicable

bond yield, unless yield reduction payments can be made pursuant to the Tax Certificate.

- E. Monitor that bond proceeds (including investment earnings) are expended promptly after the bonds are issued in accordance with the expectations for satisfaction of three-year or five-year temporary periods for investment of bond proceeds and to avoid “hedge bond” status.
- F. Ensure that investments acquired with bond proceeds satisfy IRS regulatory safe harbors for establishing fair market value (e.g., through the use of bidding procedures), and maintaining records to demonstrate satisfaction of such safe harbors.
- G. Consult with bond counsel before engaging in credit enhancement or hedging transactions relating to a bond issue, and before creating separate funds that are reasonably expected to be used to pay debt service on bonds. Maintain copies of all contracts and certificates relating to credit enhancement and hedging transactions that are entered into relating to a bond issue.
- H. Before beginning a capital campaign that may result in gifts that are restricted to bond-financed projects (or, in the absence of such a campaign, upon the receipt of such restricted gifts), consult bond counsel to determine whether replacement proceeds may result.
- I. Even after all proceeds of a given bond issue have been spent, ensure that the debt service fund meets the requirements of a “bona fide debt service fund,” i.e., one used primarily to achieve a proper matching of revenues with debt service that is depleted at least once each bond year, except for a reasonable carryover amount not to exceed the greater of: (i) the earnings on the fund for the immediately preceding bond year; or (ii) one-twelfth of the debt service on the issue for the immediately preceding bond year. To the extent that a debt service fund qualifies as a bona fide debt service fund for a given bond year, the investment of amounts held in that fund is not subject to yield restriction for that year.
- J. Ensure that amounts invested in any reasonably required debt service reserve fund do not exceed the least of: (i) 10% of the stated principal amount of the bonds (or the sale proceeds of the bond issue if the bond issue has original issue discount or original issue premium that exceeds 2% of the stated principal of the bond issue plus, in the case of premium, reasonable underwriter’s compensation); (ii) maximum annual debt service on the bond issue; or (iii) 125% of average annual debt service on the bond issue.

- K. Review the Arbitrage Rebate covenants attached to the Tax Certificate. Subject to certain rebate exceptions described below, investment earnings on bond proceeds at a yield in excess of the bond yield (i.e., positive arbitrage) generally must be rebated to the U.S. Treasury, even if a temporary period exception from yield restriction allowed the earning of positive arbitrage.
- i. Ensure that rebate calculations will be timely performed and payment of rebate amounts, if any, will be timely made; such payments are generally due 60 days after the fifth anniversary of the date of issue of the bonds, then in succeeding installments every five years. The final rebate payment for a bond issue is due 60 days after retirement of the last bond of the issue. The City should hire a rebate consultant if necessary.
 - ii. Review the rebate section of the Tax Certificate to determine whether the “small issuer” rebate exception applies to the bond issue.
 - iii. If the 6-month, 18-month, or 24-month spending exceptions from the rebate requirement (as described in the Tax Certificate) may apply to the bonds, ensure that the spending of proceeds is monitored prior to semi-annual spending dates for the applicable exception.
 - iv. Make rebate and yield reduction payments and file Form 8038-T in a timely manner.
 - v. Even after all other proceeds of a given bond issue have been spent, ensure compliance with rebate requirements for any debt service reserve fund and any debt service fund that is not exempt from the rebate requirement (see the Arbitrage Rebate covenants attached to the Tax Certificate).
 - vi. Maintain records of investments and expenditures of proceeds, rebate exception analyses, rebate calculations, Forms 8038-T, and rebate and yield reduction payments, and any other records relevant to compliance with the arbitrage restrictions.

9. Record Retention. The Finance Director or other responsible person shall ensure that for each issue of bonds, the transcript and all records and documents described in these procedures will be maintained while any of the bonds are outstanding and during the three-year period following the final maturity or

redemption of that bond issue, or if the bonds are refunded (or re-refunded), while any of the refunding bonds are outstanding and during the three-year period following the final maturity or redemption of the refunding bonds.

Disclosure polices and Procedures

I. Introduction

In general, municipal market disclosure is subject to the anti-fraud rules under the Federal securities laws. Disclosures by municipal issuers are generally made in three contexts: (1) primary market disclosure through offering documents prepared for primary offerings of securities; (2) secondary market disclosures prepared in compliance with undertakings under Rule 15c2-12 of the Securities and Exchange Commission under the Securities Exchange Act of 1934, as amended (the “Rule”); and (3) releases and/or statements by the issuer and its officials that are reasonably expected to reach investors and the trading markets, such as communications through investor websites, press releases or other public responses.

When the City of Miami Gardens (the “City”) publicly issues bonds, notes, certificates of participation or other obligations (collectively, “Obligations”), preliminary and final offering statements (each an “Offering Statement”) are prepared that provide disclosure to buyers of the Obligations of financial and other information relating to the City and the security for the Obligations.

The City will engage its own disclosure counsel (hereinafter referred to as “Disclosure Counsel”) in order to prepare Offering Statements and to advise the City with respect to disclosure obligations and requirements under the aforementioned federal securities laws. Disclosure Counsel shall provide an opinion to the City as described below relating to the Offering Statement in connection with each issuance of Obligations.

In connection with each Offering Statement, the Mayor, City Manager and/or Finance Director shall provide a written certification (which certification may be made as part of the closing documents executed in connection with such transaction) to the effect that (i) the information contained therein, as of the date of such Offering Statement, does not contain any untrue statement of a material fact or omit to state any material fact necessary to make the statements contained therein, in light of the circumstances under which they were made, not misleading (except for information relating to The Depository Trust Company and its book-entry only system of registration and information relating to a bond insurer (or other credit enhancer) and its policy, as to all of which no certification need be made), and (ii) there has been no material adverse change in the financial condition and affairs of the City from the date of the financial statements contained in the Offering Statement to the date of issuance of the Obligations that was not disclosed in or contemplated by the Offering Statement.

In connection with each Offering Statement, the City Attorney shall opine to the effect that the information contained therein, as to legal matters relating to the City, as of the date of such Offering Statement and as of the date of issuance of the Obligations,

does not contain any untrue statement of a material fact or omit to state any material fact necessary to make the statements contained therein, in light of the circumstances under which they were made, not misleading.

Similarly, the City's Disclosure Counsel shall deliver a customary opinion to the effect that nothing has come to its attention that has caused such counsel to believe that the information contained in the Offering Statement, excepting information relating to The Depository Trust Company and its book-entry only system of registration, information relating to the bond insurer (or other credit enhancer) and its policy, if any, and financial, statistical and demographic information, as to all of which no opinion need be expressed, contains an untrue statement of a material fact or omits to state a material fact necessary to make the statements contained therein, in light of the circumstances under which they were made, not misleading.

In order to support the certification described above, the City hereby adopts these Policies and Procedures for preparing the Offering Statement and updating, from time to time, certain information contained within the Offering Statement (the "Disclosure Policies and Procedures"). By adopting these Disclosure Policies and Procedures and by requiring staff to adhere to these Disclosure Policies and Procedures, the City hereby formalizes the appropriate policies and procedures and documents to ensure that the City efficiently carries out its obligations pursuant to the Rule. In interpreting these Disclosure Policies and Procedures, it should be noted that the Mayor, the City Manager and the Finance Director are ultimately responsible for all factual information to be included in (or omitted from) the Offering Statement, and the City Attorney, in consultation with the Disclosure Counsel and any other special counsel to the City in finance matters (such as Bond Counsel), is ultimately responsible for all legal matters relating to the City described in (or omitted from) the Offering Statement.

The Finance Director shall periodically review the Disclosure Policies and Procedures at least annually and may, from time to time, as may be necessary, recommend to the City Manager modifications to the Disclosure Policies and Procedures in consultation with Disclosure Counsel.

II. Preparation of Offering Statements

Commensurate with the source of security for the Obligations, the Finance Director, with the advice of Disclosure Counsel, shall collect, coordinate and review, then provide all information that a reasonable investor would want to know in making an informed investment decision. In order to accomplish this objective, the following procedure will be followed:

(1) The Finance Director, with the assistance of the City Manager and such other City departments or employees as may be necessary with respect to the type of information needed, shall provide textual, demographic, financial and budgetary information and operating data to Disclosure Counsel, and if requested in writing, to counsel to the underwriter ("Underwriter's Counsel").

(2) The City Attorney shall provide descriptions of material litigation to Disclosure Counsel and, if requested in writing, to Underwriter's Counsel.

(3) The Finance Director shall contact the City Attorney and the City Manager to obtain relevant information on pending or approved legislation, proposed and actual actions of the state government, and strategic and policy considerations. If any of such matters are believed to be "significant," they should be reported to and reviewed by Disclosure Counsel, the City's financial advisor, the underwriter(s) and Underwriter's Counsel, to determine if any of such matters present material disclosure issues.

(4) The Finance Director shall ensure that all information that is provided to any rating agencies and/or insurers as part of the credit process is also shared with Disclosure Counsel, and if requested in writing, with Underwriter's Counsel.

(5) The Finance Director, or his or her designee(s), shall review documentation and reports available on the City's website that are also contained or to be contained in its Offering Statements, to identify if there are any material inconsistencies in the information provided in each place.

(6) Prior to printing each Offering Statement, following appropriate review, each of the parties providing information pursuant to paragraph (1) above or their designees shall provide to the Finance Director a written indication or approval via electronic mail or such other means that are acceptable to the Finance Director that each has reviewed the portions of the disclosure for which he or she is individually responsible and that each has determined that the information contained in such portions does not contain any untrue statement of a material fact or omit to state any material fact necessary to make the statements contained in such portions, in light of the circumstances under which they were made, not misleading.

(7) The City will enter into a Continuing Disclosure Agreement, or otherwise provide a continuing disclosure undertaking in the ordinance, resolution or trust indenture related to the Obligations, in connection with each issuance of Obligations that are subject to a continuing disclosure undertaking, containing the undertaking of the City under the Rule (the "Undertaking").

A copy or summary of the Undertaking shall be included in the Offering Statement.

III. Preparation of Annual Continuing Disclosure Filing

By October 31st of each year, the Finance Director shall review the City's annual filing requirements in each continuing disclosure Undertaking relating to outstanding Obligations to determine what financial information and operating data must be updated and filed on an annual basis, and when such filings are required to be submitted. The Finance Director shall involve the City Manager, the City Attorney and such other City departments or employees as may be necessary with respect to the type of information needed, in the preparation of the requisite updates. The Finance Director shall ensure the City complies with the annual filing requirements of all such Undertakings. The process of preparing the annual continuing disclosure filing shall be the same as the process for

preparation of Offering Statements described above. The City may employ the services of an outside dissemination agent to assist with the foregoing responsibilities, if necessary.

In connection with the filing of information subject to an Undertaking, the Finance Director shall provide a written certification to the dissemination agent, if any, to the effect that, to the best of his or her knowledge, the information contained therein, as of the date of such filing, is true and accurate.

IV. Monitoring Material Events Which May Trigger An Obligation To Make A Continuing Disclosure Filing

The Finance Director shall consult regularly with Disclosure Counsel to review the list of enumerated events in each active continuing disclosure Undertaking, to maintain an awareness of the circumstances which may trigger a filing obligation, including the timeframe within which such a filing would be required to be made. As of the date of adoption of these Disclosure Policies and Procedures, the Rule requires the City to provide notice the Municipal Securities Rulemaking Board's Electronic Municipal Market Access system ("EMMA") of the occurrence of the following events, to be filed within ten (10) business days of the occurrence of any such event:

- Principal and interest payment delinquencies;
- Non-payment related defaults, if material;
- Unscheduled draws on debt service reserves reflecting financial difficulty;
- Unscheduled draws on credit enhancements reflecting financial difficulty;
- Substitution of credit or liquidity providers, or their failure to perform;
- Adverse tax opinions, the issuance by the IRS of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701 TEB) or other material notices of determination with respect to the tax status of the security or other material events affecting the tax status of the security;
- Modifications to rights of security holders, if material;
- Bond calls, if material, and tender offers;
- Defeasances;
- Release, substitution, or sale of property securing repayment of the securities, if material;
- Rating changes;
- Bankruptcy, insolvency, receivership or similar event of the City;
- The consummation of a merger, consolidation, or acquisition involving the City or the sale of all or substantially all of the assets of the City, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material; and
- Appointment of a successor or additional trustee or the change of name of a trustee, if material.

The Finance Director shall ensure the City complies with the ongoing filing requirements of all such Undertakings. The Finance Director may utilize the services of an outside dissemination agent to assist with the foregoing responsibilities, and, if necessary, to transmit the annual report to EMMA.

V. Documents To be Retained

The Finance Director, working with the City Clerk as needed, shall be responsible for retaining records demonstrating compliance with these Disclosure Policies and Procedures. The Finance Director shall retain an electronic or paper file (“Deal File”) for each continuing disclosure annual report that the City completes. Each Deal File shall include final versions of Disclosure Documents identified in Exhibit “A” hereto; written confirmations, certifications, letters and legal opinions described herein; and a list of individuals (City officials and outside consultants) involved in the preparation of each of the Disclosure Documents. The Deal File shall be maintained for a period of five years from the later of the date of delivery of the Obligations referenced in the Disclosure Document, or the date the Disclosure Document is published, posted, or otherwise made publicly available, as applicable.

VI. Website Disclaimer

The City’s website is a very useful tool for communicating with citizens and taxpayers in the City, and this informational tool should be encouraged. In certain instances, potential investors may also find the City’s website useful, which requires that the City be cautious in the administration of its website. Relating to information of the “investor relations” variety (i.e., information that the City reasonably expects to reach investors and the trading markets), the City shall include a disclaimer to the following effect before allowing access to potential investors:

The information on this website does not and should not be considered an offer to buy or sell securities. In connection with certain outstanding public debt issues of the City of Miami Gardens, Florida (the “City”), the City files, or causes to be filed, its offering statements, its audited financial statements, certain operating data and financial information, and occasional voluntary notices on the Municipal Securities Rulemaking Board’s Electronic Municipal Market Access system (“EMMA”) which can be accessed at <http://emma.msrb.org/>. The information on EMMA and this website is for informational purposes only, and does not include all information which may be of interest to a potential investor, nor does it purport to present full and fair disclosure within the meaning of the applicable federal securities laws. Such information about the City is only accurate as of its date, and the City undertakes no obligation to update such information beyond its date. No representation is being made that there has not been a change in the affairs of the City since such date. Such information is subject to change without notice and posting of other information on the website does not imply that there has been no change in the affairs of the City since the date of such information. The updating or lack of updating of any information contained on EMMA or this website should not be considered to convey a complete picture of the affairs of the City. Such information concerning past performance

should not be relied upon as a forecast of future performance. Third party information is believed to be reliable; however, the City takes no responsibility for its accuracy.

BY CLICKING OK, I ACKNOWLEDGE I HAVE READ THE DISCLAIMER DOCUMENT BEFORE USING THE INVESTOR'S SITE.

[OK]

VII. Periodic Training

As of the date of adoption of these Disclosure Policies and Procedures, pertinent City staff are current in the knowledge of their obligations under applicable law with regards to disclosure issues impacting Offering Statements and annual continuing disclosure obligations. At least every three (3) years, or as may be necessary upon the occurrence of new developments impacting disclosure, the City's dissemination agent, or its Disclosure Counsel, shall be engaged to conduct training for the City officials identified herein, including, but not limited to, the Mayor, the City Manager, the Finance Director and the City Attorney, to review their roles and responsibilities in these Disclosure Policies and Procedures. Such training shall include: (i) a review of the City's annual filing requirements in each active continuing disclosure undertaking, (ii) a review of the list of enumerated events and the timeframe within which a filing would be required to be made in each active continuing disclosure undertaking, and (iii) updates on current issues in the area of federal securities law as well as a question and answer session. Feedback on the process should be invited. During the training process, the need for modifications to the Disclosure Policies and Procedures, if any, should be considered.

VIII. Chief Disclosure Officer

The Finance Director is responsible for ensuring compliance by the City with these Disclosure Policies and Procedures and will have general oversight of the entire disclosure process which shall include: (i) maintaining appropriate records of compliance with these Disclosure Policies and Procedures; (ii) evaluating the effectiveness of the procedures contained in the Disclosure Policies and Procedures and (iii) recommending appropriate changes to the Disclosure Policies and Procedures when revisions or modifications to the process become necessary.

IX. General Principles

(1) Everyone involved in the disclosure process should be encouraged to raise potential disclosure items (such as matters that may have a material adverse effect on the financial condition of the City or its ability to fulfill its contractual obligations described in an Offering Statement) at any time, and report them to the Finance Director. However, if such potential issues or concerns are related to information provided, or to be provided, by the Finance Director, such issues or concerns shall be reported to the City Attorney.

(2) Everyone should be encouraged to err on the side of raising issues to the officials described in (1) above and shall communicate any such concerns in writing (including through electronic mail) to such officials.

(3) While care should be taken not to shortcut or eliminate any steps outlined in the Disclosure Policies and Procedures on an ad hoc basis, the Disclosure Policies and Procedures contained herein are a “work in progress” and recommendations for improvement should be solicited and regularly considered.

(4) The process of primary disclosure should not be viewed as a mechanical insertion of current information and data. Everyone involved in the preparation of Offering Statements should consider the need for revisions in the form and content of the sections for which they are responsible at the time of each update.

(5) Care should be taken that any information produced and maintained for public consumption, and which may be relied upon by an investor in making an investment decision in the primary or secondary market, does not contain any untrue statement of a material fact or omit to state any material fact necessary to make the statements contained therein, in light of the circumstances under which they were made, not misleading.

(6) Consideration should be made, based on consultation with Disclosure Counsel, as to whether a public statement by a City official or the response by the City to an investor inquiry (e.g., a question from one of the City’s investors) may be material enough to merit a voluntary EMMA filing in order to ensure that the City’s Obligations are trading based on equal access to material information.

EXHIBIT A

LIST OF DISCLOSURE DOCUMENTS

1. Preliminary and final official statements, private placement memoranda and remarketing memoranda relating to the City’s Obligations, together with any supplements.
2. Financial Statements.
3. Filings made by the City with the MSRB, or made on behalf of the City by a dissemination agent, whether made pursuant to a continuing disclosure undertaking to which the City is a party or otherwise.
4. Press releases and other information distributed by the City for public dissemination to the extent that such releases are reasonably expected, in the determination of the Finance Director, to reach investors and the trading markets for municipal securities.

5. Rating agency presentations.
6. Postings on the investor information section of the City's website.
7. Any other communications that are reasonably expected, in the determination of the Finance Director, to reach investors and the trading markets for municipal securities.

Investment Policies

Scope

This investment policy applies to all financial assets of the City of Miami Gardens, which are under the direct control of the City Council.

Investment Objectives

The following investment objectives will be applied in the management of the City's funds.

1. Safety of Capital - Safety of capital is regarded as the highest priority in the handling of investments for the City. All other investment objectives are secondary to the safety of capital. Each investment transaction shall seek to first ensure that capital losses are avoided, whether they are from securities defaults or erosion of market value. From time to time, securities may be traded for other similar securities to improve yield, maturity, or credit risk. For these type transactions, a loss may be incurred for accounting purposes, provided any of the following occurs with respect to the replacement security:

- a. Yield has been decreased;
- b. Maturity has been reduced;
- c. Quality of the investment has been improved.

2. Liquidity - The City's investment strategy will provide sufficient liquidity such that cash flow requirements are met through the utilization of marketable securities with structured maturities.

3. Yield - In investing public funds, the City will strive to maximize the return on the portfolio but will avoid assuming unreasonable risk.

Standards of Care

1. Prudence and Ethical Standards – The “prudent person” standard shall be used in the management of the overall investment portfolio. The prudent person standard is herewith understood to mean the following: Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived. Investment officers, or persons performing the investment functions, acting as a “prudent person” in accordance with this written policy and procedures, exercising due diligence and investments authorized by law, shall be relieved of personal responsibility, for an individual security’s credit risk or market price changes, provided deviations from expectations are reported in a timely fashion, as described in the internal control section of this policy, and appropriate action is taken to control adverse developments.

2. Investment Authority - Responsibility for the administration of the investment program is vested in the City Manager. The City Manager shall exercise this authority and regulate the administration of the investment program through the Finance Department. No person may engage in an investment transaction except as stated in the internal controls section of the policy.

3. Ethics and Conflicts of Interest – The Mayor, City Council, City Manager, and Finance Department employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. The above personnel shall disclose any material interests in financial institutions with which they conduct business and any personal financial or investment positions that could be related to the performance of the investment portfolio. Investment related officers and personnel shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of their entity.

Safekeeping And Custody

Authorized Investment Institutions and Broker/Dealers

Documented lists of the authorized financial institutions and broker/dealers will be developed and maintained by the Finance Director and approved by the City Manager. Broker/ dealers will consist of banks, regional firms, and other recognizable firms in the general securities business. All such institutions shall be on the State of Florida authorized institution list. Evaluation criteria will include:

- a. The institutional and broker qualification as they relate to both general and specific product knowledge;

- b. The technical support capabilities as well as the operations efficiency of the organization;
- c. The ability to provide value added services;
- d. Pricing competitiveness based on the ability of the dealer to support both the “bid” and “ask” side of various securities market instruments.
- e. The financial strength and security of the company; and
- f. Have a minimum capital of \$10 million. Before engaging in investment transactions with a financial institution or broker/dealer, the Finance Director will have received from said a signed investment certification form attesting that the individuals responsible for the City’s accounts have reviewed the City’s investment policy and that they agree to undertake reasonable efforts to preclude imprudent transactions involving the City’s funds.

Time, practicality, and general business constraints limit the number of investment relationships which can be managed on a regular basis. In most cases, normal investment activity will be limited to no more than five relationships. In all cases, investment relationships will consist of a minimum of three institutions. If at any time the City Manager is appropriately notified of any threat to the integrity of the investment portfolio, proper security measures may be suggested and implemented, and the clerk shall have the option to further restrict investment in selected instruments, to conform to then present market conditions. Repurchase agreements will be conducted through, and negotiated only with, qualified public depository financial institutions and primary securities broker/dealers. A written master repurchase agreement will be negotiated with any institution with which the City, through the clerk, enters into a specific repurchase agreement.

Internal Controls

The City Manager shall exercise and monitor a set of internal controls which are designed to protect the City’s funds and ensure proper accounting and reporting of the securities transactions. Such internal controls shall consist of the following:

- a. All securities purchased or sold will be transferred only under the “delivery versus payment” method to ensure that funds or securities are not released until all criteria relating to the specific transactions are met.
- b. The City Manager is authorized to accept, on behalf of and in the name of the City of Miami Gardens, bank trust receipts and/or confirmations as evidence of actual delivery of the obligation or securities in return for investment of funds. Trust receipts or confirmations shall fully describe

the various obligations or securities held. The receipt or confirmation shall state that the investment is held in the name of the City of Miami Gardens.

- c. Written documentation and/or confirmation of telephone transactions and wire transfers will be maintained.
- d. There will be adequate separation of duties with clear delegation of authority among investment personnel.
- e. Custodial safekeeping shall be properly utilized.
- f. Investment review and performance reporting, interim and annual, shall be done by the Finance Director and reviewed by the City Manager.
- g. The Finance Director will promptly notify the City Manager of any threat to the safety of the portfolio and proper security measures will be suggested and implemented to conform to market conditions.
- h. There will be an avoidance of bearer-form securities.
- i. There will be no physical delivery of securities, except certificates of deposit, which will be maintained in a safe in an approved financial institution.
- j. There will be a prohibition of collusion.
- k. A wire transfer agreement with the custodial bank outlining the various controls and security provisions for making and receiving wire transfers shall be executed.
- l. Quarterly safekeeping account statements shall be maintained.
- m. Transaction confirmations will be received from the financial institution or securities dealer awarded the investment and maintained as investment document.
- n. Periodic training and educational opportunities will be provided and made available concerning investments and related subjects for appropriate personnel.
- o. Investment activity will be performed by the Finance Director and subsequently approved by the City Manager. In the absence of the Finance Director, the Chief Staff Accountant responsible for overseeing investment record keeping, will perform the investment activity and obtain approval of the City Manager.

p. The following personnel are designated by the City Manager as having authority to initiate all investment activities.

1. Finance Director
2. Chief Staff Accountant responsible for overseeing investment record keeping (if one is appointed).

q. Additional controls will be established in written policies and procedures by the City Manager as needed.

r. The internal controls for investments receipts to the City Manager's office listing the specific instrument, par value, rate, maturity, and any other pertinent information. In addition, the safekeeping institution shall send a report on at least a quarterly basis listing all securities held in each safekeeping account which shall be verified by the City Manager's office. All securities purchased by the City under this policy shall be purchased using the "delivery versus payment" procedure. If it is ever determined to be necessary to perform security transactions on a "free delivery" basis, or to have securities held by the broker/dealer for a temporary period, the approval of the Finance Director must be secured prior thereto and the reason documented in writing.

Suitable And Authorized Investments

The City shall limit investments to:

1. Negotiable direct obligations of, or obligations the principal and interest of which are unconditionally guaranteed by, and which carry the full faith and credit of, the United States Government and its agencies. Investments in this category would include, but not be limited to, the following: United States Treasury Bills, Notes and Bonds, and securities issued by the Government National Mortgage Association (Ginnie Mae), and Federal Housing Administration.

2. Fully collateralized United States Agency obligations which carry an implied guarantee and the implied full faith and credit of the United States Government. Investments in this category would include, but not be limited to, the following: obligations of the Federal Home Loan Mortgage Corporation (FHLMC) and the Federal National Mortgage Association (FNMA)

3. Other United States Agency obligations which carry an implied guarantee and the implied full faith and credit of the United States Government. Investments in this category would include but not be limited to the following: obligations of the Federal Farm Credit Bank, Federal National Mortgage Association (Fannie Mae), Federal Home Loan Mortgage Corporation

(Freddie Mac), Student Loan Marketing Association (Sallie Mae), Financial Assistance Corporation, and Federal Agriculture Mortgage Corporation (Farmer Mac).

4. Permitted investments in the above listed agencies and instrumentalities shall include bonds, debentures, notes, or other evidence of indebtedness issued including mortgage pass-throughs, collateralized mortgage obligations, adjustable rate securities, and adjustable rate mortgages.

5. Interest bearing savings accounts, money market accounts, certificates of deposit, money market certificates, or time deposits constituting direct obligations of any bank or savings and loan association certified as a qualified public depository by the State.

6. Repurchase agreements collateralized by securities otherwise authorized in paragraphs one to five.

7. State of Florida Local Government Surplus Funds Trust Fund.

8. Purchase of Tax Certificates. The City may invest in delinquent tax certificates for property located in Miami Gardens within the following guidelines:

- a) First year tax certificates must be purchased from the property appraiser's second tax certificate sale each year (18% fixed sale).
- b) Second year certificates must be from those properties for which the City holds the first year certificate.
- c) The City shall not purchase any certificate on any property for which there is a current homestead exemption and which is currently occupied.
- d) City staff shall review all properties from which a tax deed is eligible and shall recommend to City Council those properties that will serve a public purpose through community redevelopment, parks and recreation, public infrastructure, housing assistance potential, revenue generation or other such purpose that City Council may deem appropriate.
- e) Prior to filing for a tax deed to any property, the City Council must approve by Resolution the acquisition of such property.

9. The City Council of the City of Miami Gardens adopted a policy to incorporate the State of Florida's "Protecting Florida's Investment Act," (Chapter 2007-88, Laws of Florida), prohibiting the investment of public

funds managed by the City in any "scrutinized companies" with active business operations in Sudan or Iran, as listed by the State Board of Administration (SBA) on a quarterly basis, in accordance with the provisions of the Act

Bid Requirement

When purchasing or selling securities, the Finance Director, or his designated staff, will obtain competitive bids or offerings from at least three dealers, except in situations where:

1. The security involved is a "new original issue" and can be purchased at par prior to issue date, or "at the window" at date of sale;
2. The security involved is available through direct issue or private placement;
3. The security involved is of particular special interest to the entity and dealer competition could have an adverse impact with respect to the price and availability to the entity.

Reporting

For any investment other than the State Board of Administration (SBA), the Finance Director shall generate monthly reports for management purposes. In addition, he/she shall submit an annual report for submission to the Council, which presents the City's portfolio by type of investment, book value, income earned, and market value as of the report date.

Investment Parameters

1. Liquidity Requirements - To meet the day to day operating need of the City and to provide the ready cash to meet unforeseen temporary cash requirements, a liquidity base of approximately two months of anticipated disbursements, excluding bond construction payments made from escrow or trust accounts, will be kept in relatively short term investments. These would include State of Florida Local Government Surplus Funds, Trust Fund, Discount Notes, and Repurchase Agreements.

2. Portfolio Composition; Risk and Diversification - Prudent investing necessitates that the portfolio be diversified as to instruments and dealers. The following limits are hereby established to serve as guidelines for diversification by instrument. These guidelines may be revised by the City Manager for special circumstances.

Local Government Surplus Funds Trust Fund 100%
United States Treasury Bills/Notes/Bonds 75%

Other United States Government Agencies 75%
Repurchase Agreements 35%
Certificates of Deposit 10%
Collateralized Mortgage Obligations 10%

3. Performance Standard - The City seeks to optimize return on investments within the constraints of safety and liquidity. The investment portfolio shall be designed with the annual objective of exceeding by 25 basis points above the weighted average return earned on investments held by the State Board of Administration.

Budget Policies

Budgetary Practices and Basis of Budgeting

Balanced Budget – A budgetary state in which planned expenditures equal anticipated revenues. In Florida, it is a requirement that all governmental operating budgets submitted and approved, must be balanced without borrowing. The basis of budgeting for all governmental funds is on a modified accrual basis, while the enterprise fund is on an accrual basis.

A. Operating Budget Practices: Each department and division prepares its own budget for review by the City Manager. The budget is approved in the form of an appropriations ordinance after the Mayor and Council have conducted advertised public hearings. The Operating Budget is adopted at the Fund level. During the year, it is the responsibility of the City Manager to administer the budget. The legal control, which the budget ordinance establishes over spending, is set up under Generally Accepted Accounting Principles. The City Manager has the authority to transfer budgeted amounts between Departments within any Fund, but changes in the total appropriations level for any given Fund can only be enacted by the Mayor and Council through an amendment to the current appropriations ordinance, except for prior year encumbrances carried-forward, grants, reimbursements and bond proceeds, which the City Manager may appropriate to the appropriate fund without further Council action.

The City will adopt an annual General Fund budget in which expenditures, net of pay-as-you-go capital project contributions, do not exceed projected revenues. As a management policy, budgetary control is maintained in the General and the Special Revenue Funds at the program level by the encumbrance of estimated purchase amounts prior to the release of purchase orders to vendors. Purchase orders which result in overruns of balances are not processed (locked out of the computer system) until sufficient appropriations are made available through approved intrafund transfers.

The City Manager is authorized by the City's adopted purchasing ordinance, to expend certain amounts without further action by City Council. The Manager is authorized to expend up to \$10,000 without bidding; however, the City Manager has established a staff policy that generally requires multiple quotes for such purchases. Authorization to approve purchase orders under this amount has been delegated to the Assistant City Managers. Purchases between \$10,000 and \$25,000 can be authorized by the City Manager subject to the securing of at least three (3) written quotes. Purchases between \$25,000 and \$50,000 can be authorized by the City Manager after a formal, sealed bidding process. Such purchases are reported after the fact to City Council in a monthly report. All purchases over \$50,000 must be approved by City Council.

B. Basis of Accounting and Budgeting: The basis for budgeting is the same as the basis for accounting. Budgets for General, Special Revenue, Capital Projects, and Debt Service Funds are adopted on a basis consistent with Generally Accepted Accounting Principles. Accordingly, all Governmental Fund budgets are presented on the modified accrual basis as well as the "current resources measurement focus." Under this method of accounting, revenue is recorded when susceptible to accrual, such as when measurable and available for the funding of current appropriations. The Governmental Funds are the General Fund, the Special Revenue Funds, the Capital Projects Fund, and the Debt Service Fund. Enterprise Fund budgets are presented on the full accrual basis as well as "the economic resources measurement focus". Under this method of accounting, revenues are recognized when earned, as billed and unbilled, and expenditures are recorded when incurred. The City has only one Enterprise Fund, the Stormwater Fund. See the Fund Summaries Budget Detail sections for detailed information on the Fund descriptions.

C. Capital Improvements Program Practices: Along with the operating budget, the City Manager submits a Capital Improvements Program (CIP) to the Mayor and Council. This document provides for improvements to the City's public facilities for the ensuing fiscal year and five years thereafter. The first year of the plan establishes a capital budget for the new fiscal year. The remaining five years serve as a guide for use in determining probable future debt issuance needs and operating cost impacts. The Capital Budget is adopted at the Fund level. CIP expenditures are accounted for in the Capital Projects Fund or the Enterprise Funds, as appropriate, and are funded by a variety of sources. The City strives to maintain a reasonable balance between "pay-as-you-go" financing and bond financing for its capital improvements in order to maintain debt within prudent limits.

In April 2014, the City received ratings A1 from Moody, and A+ Stable from Standard & Poor for the issuance of the General Obligation Bond.

[Other Budget Policies](#)

1. Formal budgetary integration is employed as a management control device during the year for all funds.
2. All fund budgets are adopted on a basis consistent with generally accepted accounting principles (GAAP).
3. Florida Statutes provide that expenditures in excess of those total fund budgets are unlawful.
4. Unused appropriations lapse at the end of each fiscal year. Such unexpended funds may be retained in the appropriate fund's reserve or budgeted for the subsequent fiscal year.
5. The City has chosen to implement GASB 45 through a combination of pay-as-you-go and trust reserve. For those amounts accruing for implied future costs, the City's policy is to fund these expenses as it always has, on a yearly, pay-as-you-go budget basis. The City's health insurance premiums are highly competitive with other cities and the addition of future retirees is not expected to have more than an incremental affect on this budgetary item.

As for those future costs associated with the City's own post-retirement benefits, there will be a direct expense of the City, thus the City has elected to establish a trust for these future expenditures.

Budget Amendments

Budget Amendments

The City adopts the annual budget at the Fund level. Budget amendments are required when it is necessary to move funds between budgeted funds, to create new funds, or to appropriate funds from fund balance. Generally, budget amendments are done once or twice each year.

Internal Budget Adjustments (Budget Transfers)

General

Budget adjustments are designed to give the City Manager a degree of flexibility in his/her budgetary administration. They may generally be approved for one of four reasons. First, a budgetary mistake may have been made in the approved budget. Because the budget cycle must begin so early in the year, it is very easy to overlook certain items which should have been included, or to over and/or underestimate the expenses or need for certain other items. A second reason for which transfers should be approved is emergency purchases. In many instances, equipment, supply, or maintenance costs must be incurred at a higher level than

could have been anticipated due to a breakdown of equipment, the assumption of a new service, or unusually large contract prices.

A third reason for an amendment is an avoidance of future cost increases. Such opportunities often arise when a certain product or service can be purchased at a certain time rather than putting off the purchase until a later date.

Finally, a municipal organization needs to be dynamic to respond to change. Often this requires moving funds from one area to another.

Budget adjustments exist for very specific reasons, as noted above and should not be used to balance an organization's budget each month. Operating within one's available budgetary resources is a managerial responsibility, and one which should be taken very seriously. While the approved budget is only a plan and can be changed as circumstances change; it should be adhered to as closely as possible. The budget should contain a reasonable working capital reserve account in each Fund to meet unexpected needs.

When needs are less than originally anticipated or should prices come in lower than budgeted, excess funds should accrue as savings to the City. They should not be considered as available dollars for additional expenditures beyond the appropriation level contained in the approved budget without specific justification. These accrued savings become fund balance reserve or cash forwarded into the next year's budget; a valuable revenue in maintaining service levels and avoiding tax rate increases. The more that can be accrued in one year, the easier the budget process will be the next year.

Capital equipment item funds are budgeted for in the annual budget; however, as needs change, individual items are not specifically approved in the budget. Additional capital equipment needs can be purchased if funds are available. First, if the amount does not exceed \$10,000, and if the requesting party has the funds available, then the Department Head can approve the purchase. If the individual item or systems exceed \$10,000 but do not exceed \$50,000, and if the requesting party has funds available, then the City Manager can approve the purchase after following approved purchasing procedures. Individual items or systems over \$50,000 require City Council approval with justification of fund availability whether from the adopted budget or the appropriate reserve.

Encumbrances

Encumbrances represent commitments related to unperformed contracts for goods or services. Encumbrance accounting, under which purchase orders, contracts, and other commitments for the expenditure of resources are recorded in order to reserve that portion of the applicable appropriation, is utilized in the governmental funds.

Policies

1. The City Manager is authorized to make budgetary transfers, limited to line item allocations within a single fund, including apportioning budgets within funds to line items in the Chart of Accounts for the City. Said authority includes the authority to

correct inter-programmatic budgeting and accounting allocations. The budgetary level of control is at the fund level.

2. The City Manager has the authority to adjust the adopted budget to correct scrivener's errors.
3. A receipt of revenue from a source not anticipated in the budget and received for a particular purpose including, but not limited to, grants, donations, gifts, or reimbursement for damages, may be appropriated by the City Manager and expenditures provided for in the budget.
4. The City Manager is hereby authorized to create a suspension reserve account in each fund and, further, authorized to transfer funds across appropriation centers into said accounts.

Accounting, Auditing & Financial Reporting

1. The City's accounting and financial reporting systems will be maintained in conformance with Generally Accepted Accounting Principles (GAAP) and the standards set by the Governmental Accounting Standards Board (GASB) and the Government Finance Officers Association (GFOA).
2. An independent public accounting firm will perform an annual audit. The auditor's opinion will be included with the City's published Comprehensive Annual Financial Report (CAFR).
3. The City's CAFR will be submitted to the GFOA Certification of Achievement for Excellence in Financial reporting program. The financial report should be in conformity with GAAP, demonstrate compliance with finance related legal and contractual provisions, provide full Disclosure of all financial activities and related matters, and minimize ambiguities and potentials for misleading inference.
4. The City's budget will be submitted to the GFOA Distinguished Budget Presentation Program. The budget should satisfy criteria as a financial and programmatic policy document, as a comprehensive financial plan, as an operations guide for all organizational units and as a communications device for all significant budgetary issues, trends, and resources.
5. The Finance Department will also prepare, in conjunction with the release of the CAFR, the "Popular Annual Financial Report" which is a condensed and easy to read version of the annual CAFR. This document will be provided to residents so that they can easily understand how the City is using their funds. This

document will also be submitted to the GFOA committee in order to receive their award.

6. Financial systems will be maintained to monitor revenues, expenditures, and program performance on an ongoing basis.
7. Monthly budget reports shall be prepared and presented to the City Council on a timely basis.
8. The Finance Department will also prepare, in conjunction with the release of the CAFR, an annual “Financial Trends Report” and presented to the City Council on a timely basis.

Financial Summaries Funds and Details of Principal Funds, FY 17-18 Budget

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Consolidated Budget Summary - FY 17-18 Summary of Funds

Description	Recommended Budget
RE-APPROPRIATE FUND BALANCE - ALL FUNDS	\$5,909,183
REVENUES - ALL FUNDS	
Property Taxes	\$32,293,093
Franchise Fees	2,970,000
Intergovernmental Revenue	17,287,705
Utility Taxes	10,465,344
Fuel Taxes	2,290,652
Fines and Forfeitures	5,778,600
Public Safety	2,542,947
Licenses & Permits & Fees	10,103,098
Miscellaneous	3,604,104
Culture & Recreation	3,080,744
Grants and Loans	1,833,597
Interfund Transfers	21,511,522
TOTAL REVENUES - ALL FUNDS	113,761,406
TOTAL RESOURCES AVAILABLE - ALL FUNDS	<u>\$119,670,589</u>
EXPENDITURES - ALL FUNDS	
Operating Expenditures	
Personnel Services	\$51,860,480
Operating Expenses	18,320,380
Debt Service Payment	19,901,922
Interfund Transfers	21,511,522
Non-Operating Expenses	958,767
Total Operating Expenditures - All Funds	\$112,553,071
Capital Outlay	\$7,117,518
TOTAL EXPENDITURES - ALL FUNDS	<u>\$119,670,589</u>
	<u>\$0</u>

Summary of Funds General Fund Budget Summary - FY 17-18

Description	Recommended Budget
RE-APPROPRIATE FUND BALANCE	\$4,300,000
REVENUES - GENERAL FUND	
Property Taxes	\$28,070,808
Franchise Fees	2,970,000
Intergovernmental Revenue	12,522,503
Utility Taxes	10,465,344
Fines and Forfeitures	5,778,600
Public Safety	2,542,947
Licenses & Permits	2,573,500
Miscellaneous	2,264,800
Culture & Recreation	3,080,744
Interfund Transfers	1,192,650
TOTAL REVENUES	71,461,896
TOTAL RESOURCES AVAILABLE - GENERAL FUND	<u>\$75,761,896</u>
EXPENDITURES	
Council/Legislative	\$1,154,433
City Manager	1,434,310
Public Affairs	3,922,843
City Clerk	450,730
Finance	1,109,545
Human Resources	1,076,395
City Attorney	589,165
Planning Division	782,854
School Crossing Guards	483,407
Police	34,655,025
Code Enforcement/Licensing	1,441,100
Parks & Recreation	6,035,298
Purchasing	433,968
Information Technology	2,430,322
Fleet	2,004,011
City Hall Maintenance	886,933
Non-Departmental	16,871,557
TOTAL EXPENDITURES	<u>\$75,761,896</u>
ENDING GENERAL FUND BALANCE	<u><u>\$0</u></u>

Summary of Funds Transportation Fund Budget Summary - FY 17-18

Description	Recommended Budget
RE-APPROPRIATE FUND BALANCE	\$840,183
REVENUES - TRANSPORTATION FUND	
Fuel Taxes	\$2,290,652
Citizens Independent Transportation Trust	4,300,000
State Revenue Sharing	927,728
Permits	85,000
Miscellaneous Revenues/Interest	117,058
Interfund Transfers	197,013
TOTAL REVENUES	\$7,917,451
TOTAL FUNDS AVAILABLE - TRANSPORTATION FUND	\$8,757,634
EXPENDITURES - TRANSPORTATION FUND	
Administration Division	\$1,351,849
Keep Miami Gardens Beautiful Division	174,165
Streets Division	2,232,237
CITT - Capital Improvements	3,805,849
CITT - Transit	1,193,534
CITT - Settlement	0
TOTAL EXPENDITURES	\$8,757,634
ENDING TRANSPORTATION FUND BALANCE	\$0

**Summary of Funds
Development Services Budget Summary
FY 17-18**

Description	Recommended Budget
RE-APPROPRIATE FUND BALANCE	\$0
REVENUES - DEVELOPMENT SERVICES FUND	
Building Fees and Charges	2,534,162
Other Revenues	<u>6,710</u>
TOTAL REVENUES	<u>2,540,872</u>
TOTAL FUNDS AVAILABLE - DEVELOPMENT SERVICES FUND	<u><u>\$2,540,872</u></u>
EXPENDITURES - DEVELOPMENT SERVICES FUND	
Building Department	<u>2,540,872</u>
TOTAL EXPENDITURES	<u>\$2,540,872</u>
ENDING DEVELOPMENT SERVICES FUND BALANCE	<u><u>\$0</u></u>

Summary of Funds Capital Projects Fund Budget Summary FY 17-18

Description	Recommended Budget
RE-APPROPRIATE FUND BALANCE	\$497,000
REVENUES - CIP FUND	
From General Fund	\$5,346,827
Loan	0
Grants	0
Build America Bonds Rebate	1,089,737
Interest and Miscellaneous	0
TOTAL REVENUES	6,436,564
TOTAL FUNDS AVAILABLE - CAPITAL PROJECTS FUND	\$6,933,564
EXPENDITURES - CIP FUND	
Capital Projects Operations	\$500,619
Capital Projects	\$0
Interfund Transfers	\$6,432,945
Reserves	0
TOTAL EXPENDITURES	\$6,933,564
ENDING CAPITAL PROJECTS FUND BALANCE	\$0

Summary of Funds Stormwater Utility Fund Budget Summary FY 17-18

Description	Recommended Budget
RE-APPROPRIATE FUND BALANCE	\$0
REVENUES - STORMWATER FUND	
Stormwater Assessments	\$4,875,436
Permits	35,000
Grant	400,000
Miscellaneous	125,799
TOTAL REVENUES	5,436,235
TOTAL FUNDS AVAILABLE - STORMWATER FUND	\$5,436,235
EXPENDITURES - STORMWATER FUND	
Operating Expenditures	\$1,784,544
Capital Outlay	\$2,426,091
Debt Service	\$632,605
Non-Operating Expenditures	\$592,995
TOTAL EXPENDITURES	\$5,436,235
ENDING STORMWATER FUND BALANCE	\$0

**Summary of Funds
CDBG Fund
Fund Budget Summary FY 17-18**

Description	Recommended Budget
RE-APPROPRIATE FUND BALANCE	\$0
REVENUES - CDBG FUND	
Grants	\$971,071
Miscellaneous	
TOTAL REVENUES	<u>\$971,071</u>
TOTAL FUNDS AVAILABLE - CDBG FUND	<u><u>\$971,071</u></u>
EXPENDITURES - CDBG	
CDBG	
TOTAL EXPENDITURES	<u>\$971,071</u>
ENDING CDBG FUND BALANCE	<u><u>\$0</u></u>

**Summary of Funds
Debt Service Fund
Fund Budget Summary FY 17-18**

Description	Recommended Budget
RE-APPROPRIATE FUND BALANCE	\$272,000
REVENUES - DEBT SERVICE FUND	
Ad Valorem	
Taxes	\$4,222,285
Miscellaneous Revenues	\$0
Transfers In	\$14,775,032
TOTAL REVENUES	18,997,317
TOTAL FUNDS AVAILABLE - DEBT SERVICE FUND	\$19,269,317
EXPENDITURES - DEBT SERVICE FUND	
Principal and Interest payments	\$19,269,317
Reserve for Debt Service	0
TOTAL EXPENDITURES	\$19,269,317
ENDING DEBT SERVICE FUND BALANCE	\$0

All Operating Funds' Summaries and Year to Year Revenue Changes by Revenue Class

This table offers an overview of all major operating revenues that comprise the City's financial accounting system. The summary below shows all funds.

Table: All Funds Summary with Year-to-Year Changes by Revenue Source

All Funds Revenues	Estimated FY 17	Budget FY 18	Per Cent Change	Note
Taxes	\$29,119,429	\$32,293,093	10.90%	(1)
Franchise Fees	\$2,942,910	\$2,970,000	0.92%	
Intergovernmental Revenue	\$17,263,328	\$17,287,705	0.14%	
Utility Taxes	\$10,310,549	\$10,465,344	1.50%	
Fuel Taxes	\$2,181,362	\$2,290,652	5.01%	
Fines and Forfeitures	\$6,073,565	\$5,778,600	-4.86%	(2)
Licenses & Permits	\$8,477,991	\$10,103,098	19.17%	(3)
Miscellaneous Revenues	\$3,895,309	\$3,604,104	-7.48%	
Charges for Services	\$5,345,784	\$5,623,691	5.20%	(4)
Grants/Loans	\$3,163,498	\$1,833,597	-42.04%	(5)
Interfund Transfers	\$16,979,850	\$21,511,522	26.69%	(6)
Re-appropriated Fund Balance	\$0	\$5,909,183	100.00%	(7)
TOTAL OPERATING REVENUES	\$105,753,573	\$119,670,589	13%	

(1) Increase is attributed to growth in the City's taxable value

(2) High collection in Red Light Camera fines in FY 2017

(3) Attributed to increase in Planning/Zoning/Building Permit activities

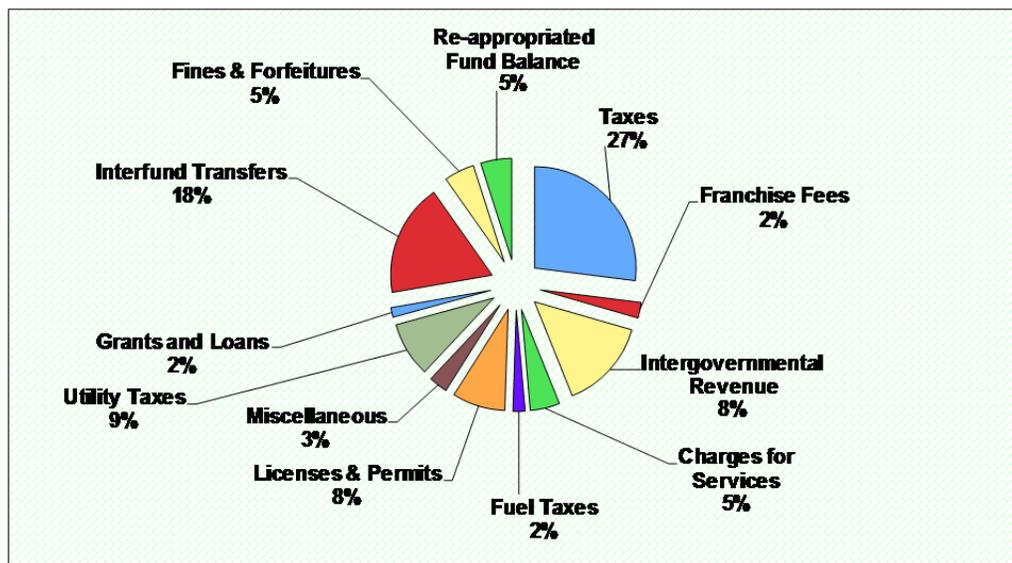
(4) Reduced budget for Jazz in the Gardens

(5) Exhausted COPs Grant III funding and less State Grant funding received for Public Services projects

(6) Transfer funds to Debt Service Fund to payoff the loan for the 15-acre economic development property

(7) Sale proceeds of 15-acre was received on Sept 15, 2017. Re-appropriated fund balance to pay off the loan. Utilize CTT fund balance for additional capital projects; Debt Service Fund and Capital

Chart: Fund Revenues as a Percentage of total City's Revenue



All Funds Summary and Year to Year Changes by Expenditure Class

This table offers an overview of all operating expenditures for each class of expenditure that comprises the City's financial accounting system. The system consists of seven funds: The General Fund, The Transportation Fund, The Development Services Fund, The Community Development Block Grant Fund, The Capital Projects Fund, The Stormwater Utility Fund and the Debt Service Fund.

Table: All Funds Summary with Year-to-Year Changes by Expenditure Class

All Funds Expenditures	Estimated FY 17	Budget FY 18	Per Cent Change	Note
Personnel Services	\$47,294,295	\$51,860,480	9.65%	(1)
Operating Expenses	\$20,361,887	\$18,320,380	-10.03%	(2)
Capital Outlay	\$6,787,141	\$7,117,518	4.87%	
Interfund Transfer	\$16,979,850	\$21,511,522	26.69%	(3)
Debt Service	\$14,554,617	\$19,901,922	36.74%	(4)
Non-Operating Expenses	\$36,357	\$958,767	2537.09%	(5)
TOTAL OPERATING EXPENDITURES	\$106,014,146	\$119,670,589	12.88%	

(1) 3% Cost of Living Increase, 2% merit bonus for union employees.

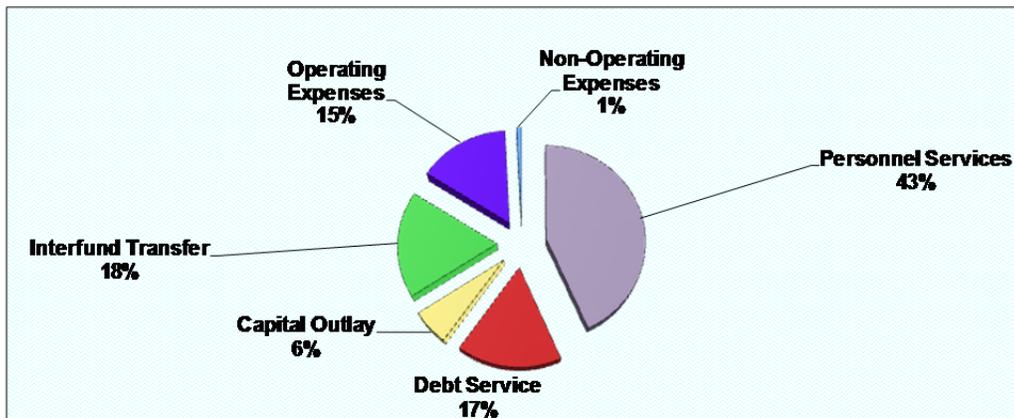
(2) Reduced budget for Jazz in the Gardens

(3) Sale of 15 acre property, transfer funds to Debt Service Fund to payoff loan

(4) Payoff 15 acre economic development loan

(5) Working capital reserve for Transportation Fund, Stormwater Fund and Development Services Fund. Also included in the General Fund \$353,178 projected operating impact for the operations and maintenance of newly renovated Park facilities.

Chart: All Funds Expenditures by Expenditure Class



All Funds Expenditure Summary and Year to Year Changes by Department

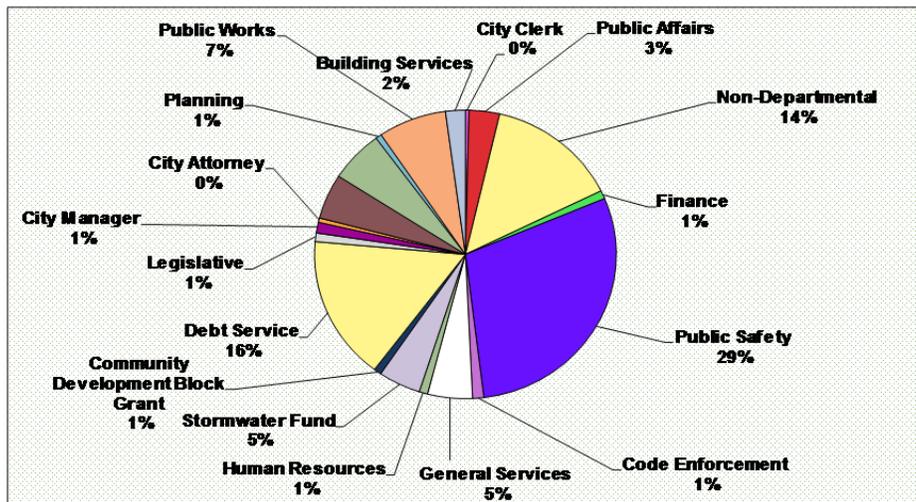
This table offers an overview of all operating expenditures by each operating department within the City's financial accounting system.

Table: All Funds Expenditures by Department with Year-to-Year Changes

All Funds Expenditures	Estimated FY 17	Budget FY 18	Per Cent Change	Note
Council/Legislative	\$938,311	\$1,154,433	23.03%	(1)
City Manager	\$1,317,105	\$1,434,310	8.90%	
Public Affairs	\$4,985,333	\$3,922,843	-21.31%	(2)
City Clerk	\$655,352	\$450,730	-31.22%	(3)
Finance	\$744,983	\$1,109,545	48.94%	(4)
Human Resources	\$983,429	\$1,076,395	9.45%	(5)
City Attorney	\$588,119	\$589,165	0.18%	
Public Safety	\$32,619,833	\$35,138,431	7.72%	(6)
Code Enforcement	\$1,259,134	\$1,441,100	14.45%	(7)
Parks & Recreation	\$5,491,159	\$6,035,298	9.91%	(8)
General Services	\$5,513,327	\$5,755,234	4.39%	
Non-Departmental	\$12,170,860	\$16,871,557	38.62%	(9)
Public Works	\$8,789,754	\$8,757,634	-0.37%	
Planning & Zoning	\$504,555	\$782,854	55.16%	(10)
Building Services	\$2,054,339	\$2,540,872	23.68%	(11)
Debt Service	\$13,922,200	\$19,269,317	38.41%	(12)
Community Development Block Grant	\$1,918,741	\$971,071	-49.39%	
Capital Projects Fund	\$6,928,755	\$6,933,564	0.07%	
Stormwater Utility Fund	\$4,628,858	\$5,436,235	17.44%	(13)
TOTAL OPERATING EXPENSES	\$106,014,146	\$119,670,589	12.88%	

- (1) Additional 3 administrative staf for Legislative Office
- (2) Jazz in the Gardens expenditures to be reduced.
- (3) Special election held in FY 2017
- (4) Two staff being transferred to Finance from City Manager's office and Police Department
- (5) 2 part-time additional staff added in mid year FY 2017, FY 2018 budgeted for full year. Additional retirees to receive medical stipend
- (6) Increase is attributed to the filling of vacant positions in FY 2018
- (7) Increase is attributed to the filling of vacant positions in FY 2018
- (8) Increase is attributed to the filling of vacant positions in FY 2018
- (9) Transfer of funds to Debt Service Fund to pay off the loan from the 15 acre land sale
- (10) Higher volume of development activities in FY 18
- (11) Obtain new software to assist in Building permits tracking
- (12) Payoff the loan for the 15 acre economic development property
- (13) Infrastrucure improvements, purchase of Vac Con Truck and Streetsweeper in FY 18

Chart: All Funds Expenditures by Departments



General Fund Revenue Summary and Year to Year Changes

This table offers an overview of the General Fund's revenues. The General Fund is the principal accounting entity for the City operating departments.

Table: General Fund Revenues by Type with Year-to-Year Changes

All Funds Revenues	Estimated FY 17	Budget FY 18	Per Cent Change	Note
Taxes	\$24,897,728	\$28,070,808	13%	(1)
Franchise Fees	\$2,942,910	\$2,970,000	1%	
Intergovernmental Revenue	\$12,095,780	\$12,522,503	4%	
Utility Taxes	\$10,310,549	\$10,465,344	2%	
Fines and Forfeitures	\$6,073,565	\$5,778,600	-5%	(2)
Public Safety	\$2,535,000	\$2,542,947	0%	
Licenses, Fees & Permits	\$2,650,900	\$2,573,500	-3%	
Miscellaneous	\$2,547,603	\$2,264,800	-11%	
Culture & Recreation	\$2,810,784	\$3,080,744	10%	(3)
Interfund Transfers	\$1,060,825	\$1,192,650	12%	(4)
Re-Appropriated Fund Balance	\$0	\$4,300,000	100%	(5)
TOTAL OPERATING REVENUES	\$67,925,643	\$75,761,896	11.54%	

(1) Increase is attributed to 12.3% growth in taxable value for FY 2018

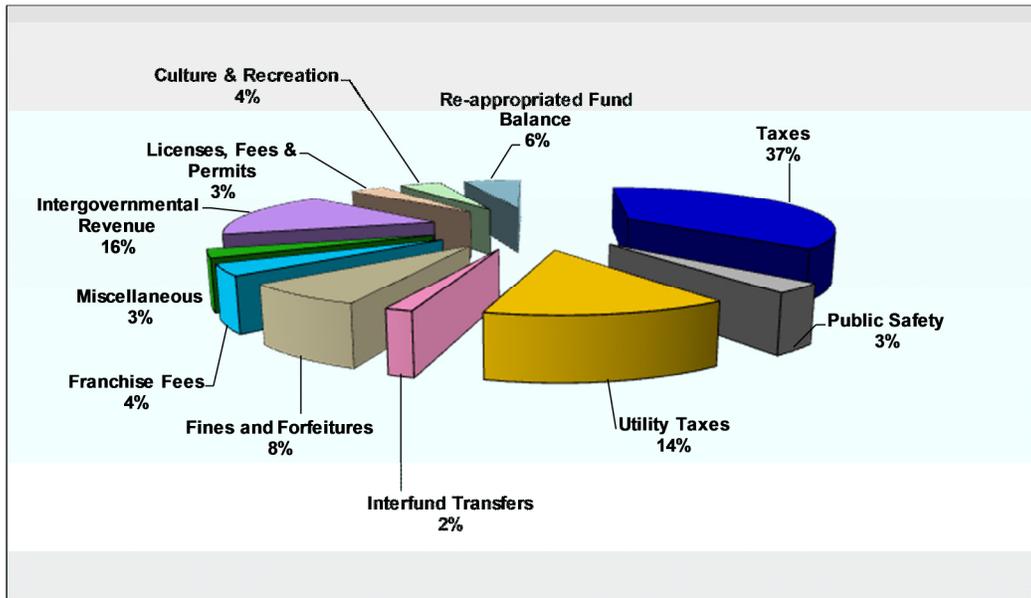
(2) High collection in Red Light Camera fines in FY 2017

(3) Operating cost for GO bond park projects that will be completed in FY 2018

(4) Repayment from Development Service Fund for previous years funding from General Fund

(5) Sale proceeds of 15 acre received in Sept., 2017. Re-appropriate fund balance to payoff the loan in FY 2018

Chart: Percentage of General Fund Revenues by Type



General Fund Expenditures Summary and Year to Year Changes

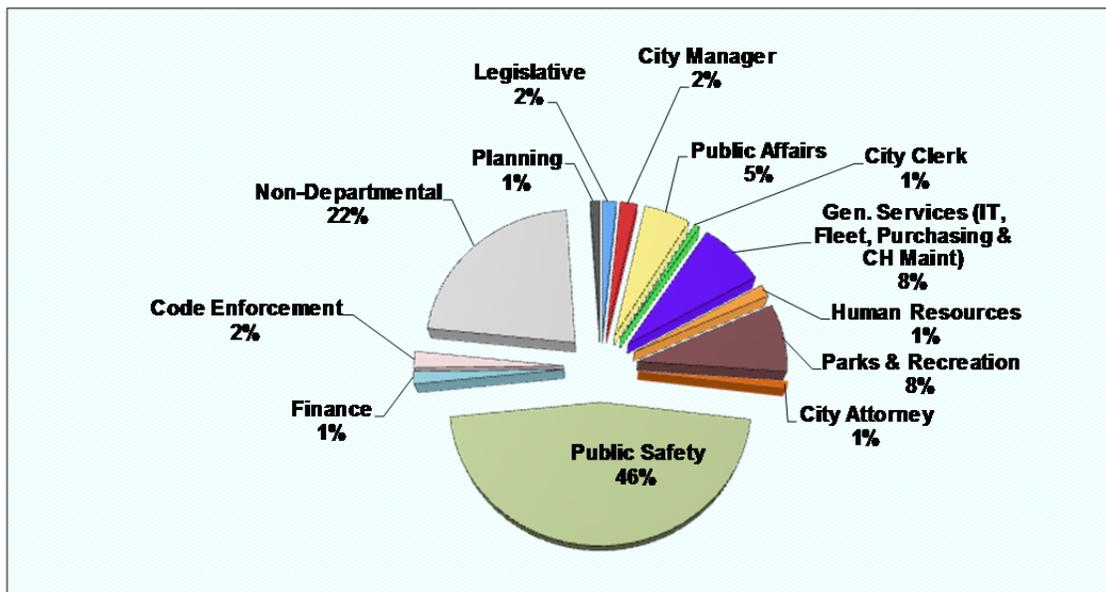
This table offers an overview of the General Fund's expenditures. The General Fund is the principal accounting entity for the City operating departments.

Table: General Fund Expenditures by Division with Year-to-Year Changes

All Funds Expenditures	Estimated FY 17	Budget FY 18	Per Cent Change	Note
Council/Legislative	\$938,311	\$1,154,433	23%	(1)
City Manager	\$1,317,105	\$1,434,310	9%	
Public Affairs	\$4,985,333	\$3,922,843	-21%	(2)
City Clerk	\$655,352	\$450,730	-31%	(3)
Finance	\$744,983	\$1,109,545	49%	(4)
Human Resources	\$983,429	\$1,076,395	9%	(5)
City Attorney	\$588,119	\$589,165	0%	
Planning	\$504,555	\$782,854	55%	(6)
Public Safety	\$32,619,833	\$35,138,432	8%	(7)
Code Enforcement	\$1,259,134	\$1,441,100	14%	(8)
Parks & Recreation	\$5,491,159	\$6,035,298	10%	(9)
Gen. Services (IT, Fleet, Purchasing & CH Maint)	\$5,513,327	\$5,755,234	4%	
Non-Departmental	\$12,170,860	\$16,871,557	39%	(10)
TOTAL OPERATING EXPENDITURES	\$67,771,500	\$75,761,896	12%	

- (1) Additional 3 administrative staf for Legislative Office
- (2) Jazz in the Gardens expenditures to be reduced
- (3) Special election held in FY 2017
- (4) Two staff being transferred to Finance from City Manager's office and Police Department
- (5) 2 part-time additional staff added in mid year FY 2017. FY 2018 budgeted for full year. Additional retirees to receive medical stipend
- (6) Higher volume of development activities in FY 18
- (7) Increase is attributed to the filling of vacant positions in FY 2018
- (8) Increase is attributed to the filling of vacant positions in FY 2018
- (9) Increase is attributed to the filling of vacant positions in FY 2018
- (10) Transfer of funds to Debt Service Fund to pay off the loan from the 15 acre land sale

Chart: General Fund Expenditures by Division



Transportation Fund Revenue Summary and Year to Year Changes

This table offers an overview of all Transportation Fund revenues. The Transportation fund accounts for expenditures having to do with the City's transportation network including transit, roads, right-of-way and associated expenditures.

Table: Transportation Fund Revenues by Source with Year-to-Year Changes

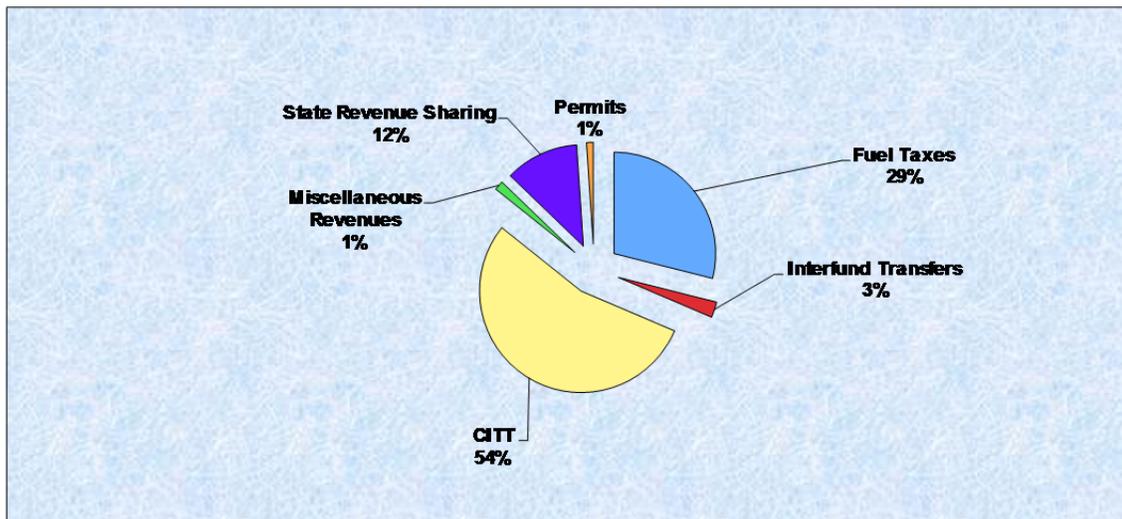
All Funds Revenues	Estimated FY 17	Budget FY 18	Per Cent Change	Note
Fuel Taxes	\$2,181,362	\$2,290,652	5%	(1)
State Revenue Sharing	\$857,548	\$927,728	8%	(2)
Citizens Independent Transportation Trust	\$4,310,000	\$4,300,000	0%	
Permits	\$297,378	\$85,000	-71%	(3)
Miscellaneous Revenues	\$118,094	\$117,058	-1%	
Interfund Transfers	\$191,274	\$197,013	3%	
Fund Balance	\$0	\$840,183	100%	
TOTAL OPERATING REVENUES	\$7,955,656	\$8,757,634	43.67%	

(1) State Projection is higher for FY 2018

(2) State Projection is higher for FY 2018

(3) Increase in permit activities for FY2017. Budget for FY 2018 based on last 5 years trend

Chart: Transportation Revenues by Source



Transportation Fund Expenditure Summary and Year to Year Changes

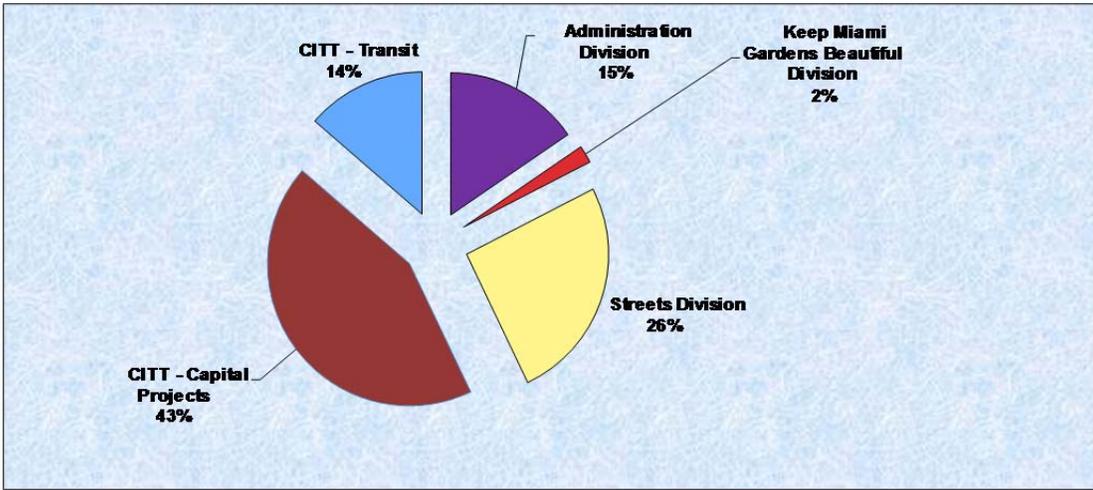
This table offers an overview of all Transportation Fund expenditures. The Transportation fund accounts for expenditures having to do with the City's transportation network including transit, roads, right-of-way and associated areas.

Table: Transportation Fund Expenditures by Division with Year-to-Year % Change

All Funds Expenditures	Estimated FY 17	Budget FY 18	Per Cent Change	Note
Administration Division	\$1,317,745	\$1,351,849	3%	
Keep Miami Gardens Beautiful	\$173,570	\$174,165	0%	
Streets Division	\$1,700,188	\$2,232,237	31%	(1)
CITT - Transportation Capital Projects	\$4,496,459	\$3,805,849	-15%	(2)
CITT - Transit	\$1,101,792	\$1,193,534	8%	(3)
TOTAL OPERATING EXPENDITURES	\$8,789,754	\$8,757,634	0%	

- (1) Filled vacant positions in FY 2018. Includes working capital reserve
- (2) Capital Improvement projects
- (3) Install Wifi access and other technology improvements

Chart: Transportation Fund Expenditures by Division



Development Services Fund Revenue Summary and Year to Year Changes

This table offers an overview of the Development Services Fund's Revenues.
 This fund accounts for those revenues and expenditures that involve the physical development of land in the City.

Table: Development Services Fund Revenues by Source with Year-to Year

All Funds Revenues	Estimated FY 17	Budget FY 18	Per Cent Change	Note
Building Permits and Charges	\$2,147,144	\$2,534,162	18%	(1)
Miscellaneous	\$15,422	\$6,710	-56%	(2)
TOTAL OPERATING REVENUES	\$2,162,566	\$2,540,872	17%	

(1) Project additional activities in FY 2018 based on increased plan reviews

(2) Unsafe structure charges in FY 2017

Development Services Fund Expenditure Summary and Year to Year Changes

This table offers an overview of the Development Services Fund's Expenditures.
 This fund accounts for those revenues and expenditures that involve the physical development of land in the City to include planning and construction.

Table: Development Services Fund Expenditures by Division

All Funds Expenditures	Estimated FY 17	Budget FY 18	Per Cent Change	Note
Building Department	\$2,054,339	\$2,540,872	24%	(1)
TOTAL OPERATING EXPENDITURES	\$2,054,339	\$2,540,872	24%	

(1) Purchase of new software for permit activities tracking, digitization of permit files and purchase of scanner.

Summary of All Funds Three Years Data FY 2016 – FY 2018

RE-APPROPRIATE FUND BALANCE - ALL FUNDS

\$5,909,183

REVENUES - ALL FUNDS

Property Taxes	\$27,332,192	\$29,119,429	\$32,293,093
Franchise Fees	3,537,910	2,942,910	2,970,000
Intergovernmental Revenue	16,669,111	17,263,328	17,287,705
Utility Taxes	10,395,944	10,310,549	10,465,344
Fuel Taxes	2,199,171	2,181,362	2,290,652
Fines and Forfeitures	6,083,000	6,073,565	5,778,600
Public Safety	2,828,421	2,535,000	2,542,947
Licenses & Permits & Fees	3,645,956	8,477,991	10,103,098
Miscellaneous	8,962,839	3,895,309	3,604,104
Culture & Recreation	3,129,075	2,810,784	3,080,744
Grants and Loans	16,773,960	3,163,498	1,833,597
Interfund Transfers	22,336,131	16,979,850	21,511,522
TOTAL REVENUES - ALL FUNDS	<u>123,893,710</u>	<u>105,753,573</u>	<u>113,761,406</u>

TOTAL RESOURCES AVAILABLE - ALL FUNDS

\$123,893,710

\$105,753,573

\$119,670,589

EXPENDITURES - ALL FUNDS

Council/Legislative	\$816,437	\$938,311	\$1,154,433
City Manager	1,314,611	1,317,105	1,434,310
Public Affairs	4,888,340	4,985,333	3,922,843
City Clerk	423,598	655,352	450,730
Finance	763,229	744,983	1,109,545
Human Resources	910,941	983,429	1,076,395
City Attorney	749,108	588,119	589,165
School Crossing Guard	481,801	494,163	483,407
Police	32,110,732	32,125,670	34,655,025
Code Enforcement	1,425,716	1,259,134	1,441,100
Parks & Recreation	5,169,212	5,491,159	6,035,298
Purchasing	343,145	366,301	433,968
Information Technology	2,239,011	2,109,155	2,430,322
Fleet	1,654,271	2,125,100	2,004,011
City Hall Maintenance	918,262	912,771	886,933
Non-Departmental	17,602,306	12,170,860	16,871,557
Public Works	5,319,089	8,789,754	8,757,634
Planning	358,152	504,555	782,854
Building	1,514,779	2,054,339	2,540,872
Capital Projects	11,245,024	6,928,755	6,933,564
Community Development Block Grant	1,956,291	1,918,741	971,071
Stormwater Operations	2,833,136	4,628,858	5,436,235
Debt Service	19,297,679	13,922,200	19,269,317
TOTAL EXPENDITURES - ALL FUNDS	<u>\$114,334,870</u>	<u>\$106,014,146</u>	<u>\$119,670,589</u>

Budget Detail by Fund

- General Fund -



For financial purposes, the City conducts its operations from various accounting entities called "Funds." Each Fund is treated as a 'business' and is designed to operate quasi-independently from the other funds. The City's current operating funds are: The General Fund; the Transportation Fund; the Development Services Fund; the Special Revenue Fund; the Capital Projects Fund, the Stormwater Utility Fund, the CDBG Grant Fund, the SHIP Grant Fund and the Debt Service Fund.

The General Fund is the principal fund through which the City conducts business. Its activities are supported and complemented by the other operating funds. Each of the various Funds has its own revenue sources and undertakes expenditures relative to their stated purpose. They may "purchase" various needed services from one or more of the other City Funds, or may provide administrative oversight to the other funds for a cost. Monies can only move between the Funds under certain circumstances as outlined in the City's Charter, financial policies and/or the adopted budget ordinance.

General Fund revenues are collected by the City and by Miami-Dade County and the State of Florida on behalf of the City. Revenue estimates are prepared in several ways. First, some revenue estimates are prepared by staff based on historical collection data for such revenues as Business Tax Licenses, Solid Waste Franchise, Gas Franchise, Certificates of Use and local fees and charges. Finally, certain revenue estimates are provided by the State such as revenue sharing, half cent sales tax and telecommunication services tax.

Estimating revenues is always difficult. Trying to anticipate economic trends a year in advance is at best problematic. General budgeting principles dictate the use of caution in revenue prediction and that approach has been used by staff to develop the estimates herein. Where little historical data exists, a general 1-2% increase in the revenue has been used. Property taxes are budgeted at 95% which is required by the Florida Statute.

City of Miami Gardens

FY 2017-2018 Annual Budget General Fund

FY 2017-2018 General Fund Estimated Revenues

Revenue Type	Actual FY 11-12	Actual FY 12-13	Actual FY 13-14	Actual FY 14-15	Actual FY 15-16	Estimated FY 16-17	Budget FY 17-18
Ad Valorem Taxes	\$21,340,234	\$19,653,871	\$21,757,058	\$22,067,751	\$23,189,449	\$24,897,728	\$28,070,808
Franchise Fees	\$4,504,778	\$4,239,521	\$3,477,303	\$3,398,917	\$3,537,910	\$2,942,910	\$2,970,000
Utility Taxes	\$10,467,536	\$10,525,589	\$10,411,425	\$11,361,010	\$10,395,943	\$10,310,549	\$10,465,344
License, Fees & Permits	\$1,857,004	\$1,886,006	\$1,909,371	\$2,305,876	\$2,327,794	\$2,650,900	\$2,573,500
Intergovernmental Revenue	\$9,479,182	\$10,153,937	\$10,542,380	\$11,035,442	\$11,319,409	\$11,125,511	\$11,775,348
Shared Revenues: Other	\$3,360,717	\$136,228	\$132,102	\$135,552	\$120,943	\$135,000	\$135,000
Interfund Transfers	\$1,095,364	\$1,085,745	\$1,349,358	\$1,019,630	\$1,040,025	\$1,060,825	\$1,192,651
Public Safety	\$1,178,160	\$1,183,152	\$1,488,728	\$2,097,881	\$2,828,420	\$2,535,000	\$2,542,947
Culture & Recreation Fees	\$3,376,407	\$4,610,240	\$4,733,879	\$5,433,199	\$3,126,213	\$2,907,074	\$3,080,744
Fines and Forfeitures	\$4,092,006	\$4,652,485	\$4,138,357	\$4,568,870	\$6,049,003	\$6,605,994	\$5,778,600
Interest & Misc.	\$2,114,689	\$2,245,195	\$2,278,189	\$2,092,347	\$2,046,865	\$1,918,883	\$2,264,800
Grants & Loans	\$1,112,039	\$4,588,989	\$905,841	\$34,987	\$7,325,363	\$835,269	\$612,154
Re-appropriated Fund Balance							\$4,300,000
TOTAL REVENUE	\$62,978,616	\$64,960,958	\$63,123,991	\$65,551,462	\$73,307,339	\$67,925,643	\$75,761,896

Analysis

In FY 2017 the City Council adopted an operating millage rate of 6.9363. This proposed budget is balanced at the same rate of 6.9363. The FY 2018 taxable value is 9.5% higher than the FY 2017 preliminary taxable value. The City received the State estimates for State Revenue Sharing and Sales Tax distribution projections for FY 2018. This budget is recognizing 100% of the State projection, which reflects the increase in the Intergovernmental Revenue category. Increase in Interest & Miscellaneous in FY 2018 is attributed to the sale of the 15-acre economic development property that the City purchased in FY 2009.

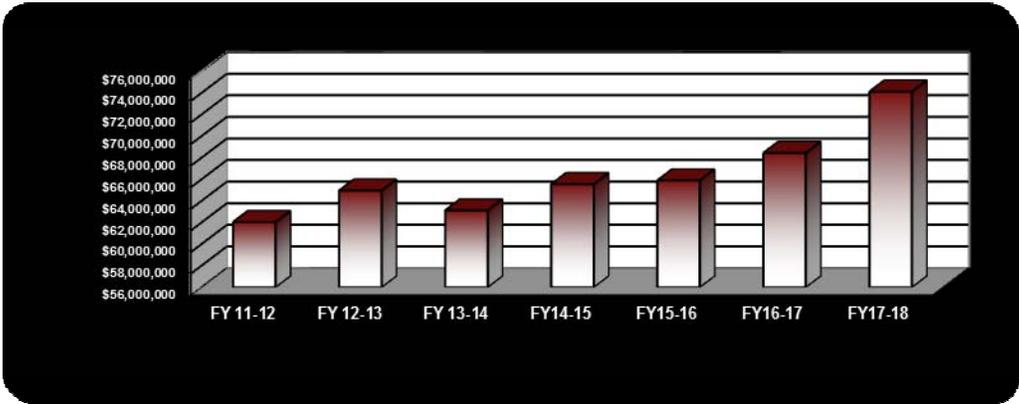
The reduction in the Fines and Forfeitures category is mainly attributed to less revenue budgeted for Red Light Camera fines. Reduction in grants is attributed to the COPS III grant being fully expensed in the first two quarter of FY 2018. The Sale Proceeds of the 15 acres was received on September 21, 2017, therefore the City has to re-appropriate the fund balance to pay off the loan for the purchase of the land in FY 2018.

City of Miami Gardens

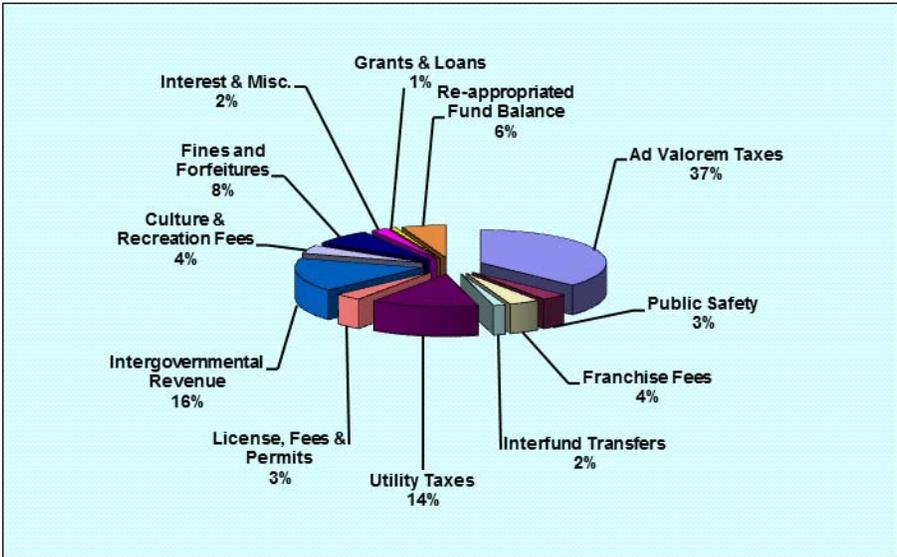
FY 2017-2018 Annual Budget General Fund

Revenue Overview

History of General Fund Revenue



General Fund Revenue by Source

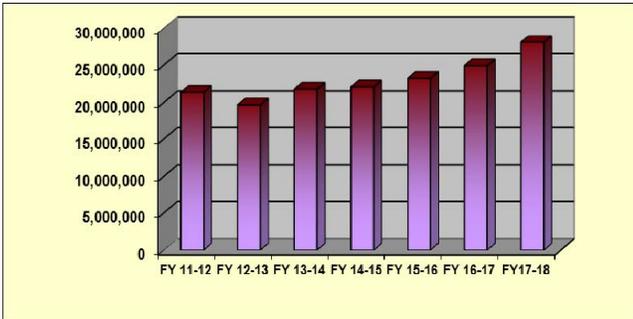


City of Miami Gardens

FY 2017-2018 Annual Budget General Fund

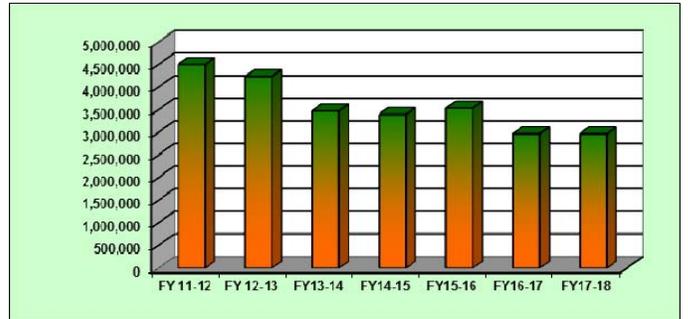
Major Revenues

Ad Valorem Tax Receipts History



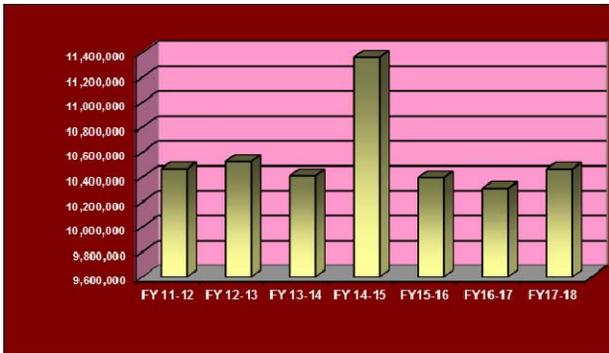
Since FY 14, the City has been levying at 6.9363 mill. FY 17-18 reflects an increase of 9.51% in taxable value, and the proposed millage rate is 6.9363, the same as previous four years.

Franchise Fee Receipts History



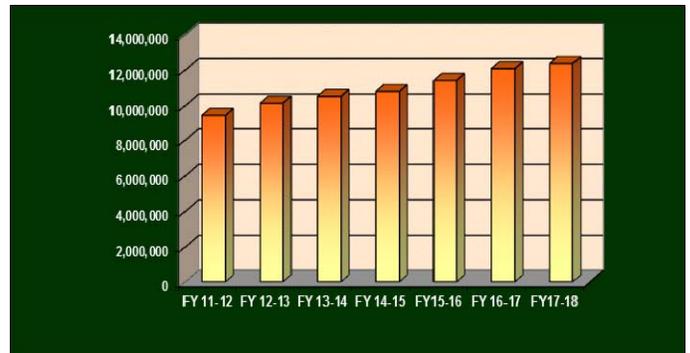
Franchise fees include electric, gas, and solid waste. They are collected by the private utilities and remitted to the City. The decrease in FY 13-14 is attributable to the operation of the reactor at Turkey Point and resulted in an increase in property taxes paid by FPL which resulted in a reduction of franchise fee payments. FY 16-17 there was another decrease attributed to lower consumption and higher property tax paid by FPL reducing the franchise fee.

Utility Tax Receipts History



The Utility tax is a charge on various public utilities serving the City's residents. The City receives its electric taxes through Miami-Dade County which first deducts the City's pro-rata share of pre-incorporation County bond debt service. The City is served by three (3) water utilities: Opa Locka, Miami-Dade County and North Miami Beach. Also included in this category is the Communication Service Tax. The spike in FY 14-15 is attributed to an audit performed by the State on the Communication Service Tax of which the City received over \$1 million in retro taxes. FY 17-18 slight increase is attributed to projection of new customers due to recent developments.

Intergovernmental Revenue Receipts History



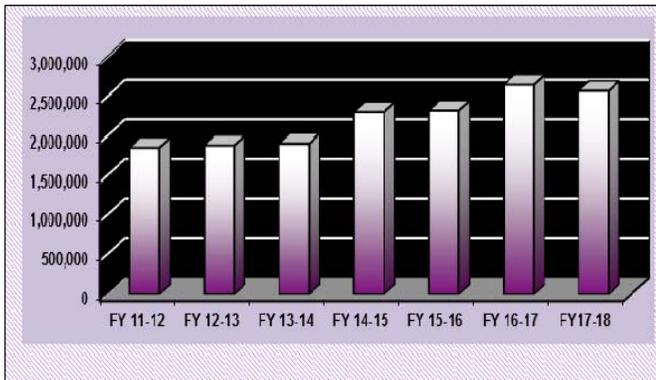
Next to property taxes, intergovernmental revenues are the City's largest source of revenue. The bulk of these revenues are from State Revenue Sharing (approx. 76.2% of which stays in the General Fund and 23.8% goes to the Transportation Fund by State law), and from the State Half-Cent Sales Tax. State Revenue for FY 17-18 remains flat when compared to FY 16-17.

City of Miami Gardens

FY 2017-2018 Annual Budget General Fund

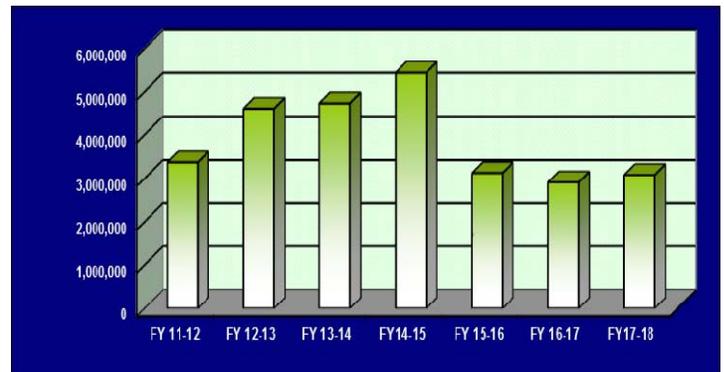
Major Revenues

Licenses and Permits Revenue History



Permits covered in this category include Alarm Permits, Landlord Permit fees and Business Licenses and Planning & Zoning fees. These fees are fairly steady with only a small impact over the short run from economic changes. Revenue remains fairly steady. Increase in FY 16-17 is attributed to new development with increased activities and Planning and Zoning fees.

Cultural & Recreation Revenue History



Revenues received from recreation events, special events and facilities are generally very steady and predictable. The FY 13 increase in revenues is attributed to the opening of the Betty T. Ferguson Community Center. Increase in FY 2015 is attributed to phenomenal Jazz in the Gardens revenues.

City of Miami Gardens

FY 2017-2018 Annual Budget
General Fund

OFFICE OF THE MAYOR AND COUNCIL

Mission

The Office of the Mayor and Council accounts for the activities of the Mayor, City Council and associated support staff. The Mayor and City Council provide policy leadership for the City and perform other duties as prescribed in the City of Miami Gardens' Charter and applicable state law. The Mayor and City Council are considered officials and not employees of the City and thus, are not counted in the overall employment data.

Staffing Levels

Authorized Positions

Fiscal Year 2016-2017	F.T.E.
Administrative Assistant*	3
Executive Secretary to the Mayor	1
Legislative Aide to the Mayor	1
Sub-Total	5

Authorized Positions

Fiscal Year 2017-2018	F.T.E.
Administrative Assistant*	6
Executive Secretary to the Mayor	1
Legislative Aide to the Mayor	1
Sub-Total	8

*Report to City Clerk



City Council

Accomplishments, Goals and Objectives

FY 2016-2017 Accomplishments

- Produced a successful annual Jazz in the Gardens Event.
- Produced the second Wine and Food Event.
- Hosted a month long of activities for cancer awareness – Paint the City Pink.
- Science Fair with over 100 participants.

FY 2017-2018 Goals and Objectives

- Strategic Planning.
- Oversight and direction of the expenditure of bond proceeds.
- Provide guidance on the City's economic development plans.

Organization Chart



City of Miami Gardens

FY 2017-2018 Annual Budget
General Fund

OFFICE OF THE MAYOR AND COUNCIL

Department Budget

Expenditures

Category	Actual FY 11-12	Actual FY 12-13	Actual FY 13-14	Actual FY 14-15	Actual FY 15-16	Estimated FY 16-17	Budget FY 17-18
Personnel Services	\$172,082	\$165,876	\$189,621	\$207,188	\$525,739	\$531,758	\$806,718
Operating Expenses	\$197,102	\$263,566	\$471,277	\$323,790	\$290,698	\$406,553	\$341,622
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL DEPARTMENT	\$369,184	\$429,442	\$660,898	\$530,978	\$816,437	\$938,311	\$1,154,433

Performance Indicators

OBJECTIVES	PERFORMANCE INDICATORS	ACTUAL FY 2016	ESTIMATED FY 2017	BUDGET FY 2018
Hold Budget Awareness meetings.	Number of forums held.	4	4	4
Adopt annual City operating plans.	Complete by September 30, of each year.	Completed on September 28, 2016	Completed on September 27, 2017	To be Completed on September 26, 2018

Analysis

Increase in personnel services for FY 2016 is attributed to previously 3 assistants to the Council were under the City Clerk's Office. In FY 2016, those employees' salaries were re-classed to the Office of Mayor and Council. Increase in FY 2018 is attributed to additional 3 assistants to the Council.

Estimated cost in FY 2017 operating expenses is higher attributed to consultant services to perform feasibility study on establishing Community Redevelopment Agency.

City of Miami Gardens

FY 2017-2018 Annual Budget
General Fund

OFFICE OF THE CITY MANAGER

Mission

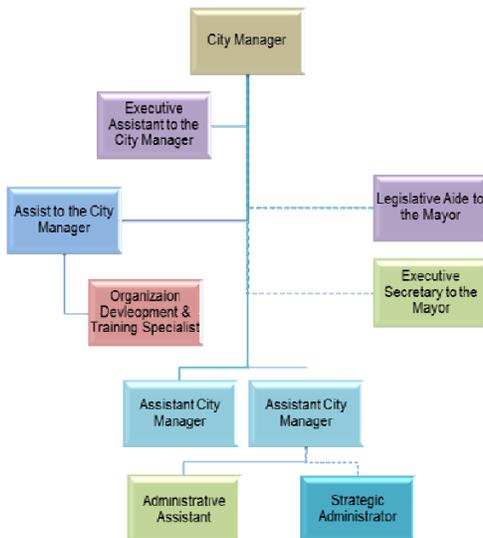
The Office of the City Manager’s budget accounts for the activities of the City Manager, two (2) Assistant City Managers, and an Assistant to the City Manager. The City Manager is responsible for the day-to-day operation of the City through the various City Departments including staffing, preparing and administering the City budget, and recommending policy alternatives to the Mayor and City Council. The City Manager is appointed by the Mayor, confirmed by the City Council and reports to the Mayor and City Council.

Staffing Level

Authorized Positions	F.T.E.
Fiscal Year 2016-2017	
City Manager	1
Assistant City Manager	2
Assistant to the City Manager	1
Administrative Assistant	2
Executive Assistant to City Manager	1
Organization Development & Training Specialist	1
<u>Special Project Administrator</u>	<u>1</u>
Sub-Total	9

Authorized Positions	F.T.E.
Fiscal Year 2017-2018	
City Manager	1
Assistant City Manager	2
Assistant to the City Manager	1
Administrative Assistant	2
Executive Assistant to City Manager	1
Organization Development & Training Specialist	1
<u>Strategic Administrator</u>	<u>1</u>
Sub-Total	9

Organization Chart



Accomplishments, Goals and Objectives

FY 2016-2017 Accomplishments

- Completed Betty T. Ferguson lighting upgrade and gymnasium renovation.
- Negotiated contract for sale of the City’s two (2) owned economic development properties.
- Negotiated contract for sale of the City’s 5-acre economic development property.

FY 2017-2018 Goals and Objectives

- Complete sale transaction of City owned properties for economic development.
- Advance projects included in the Bond Implementation Plan
- Increase the City’s overall financial capacity.

City of Miami Gardens

FY 2017-2018 Annual Budget
General Fund

OFFICE OF THE CITY MANAGER

Division Budget

Expenditures

Category	Actual FY 11-12	Actual FY 12-13	Actual FY 13-14	Actual FY 14-15	Actual FY 15-16	Estimated FY 16-17	Budget FY 17-18
Personnel Services	\$851,862	\$985,767	\$1,140,667	\$1,039,733	\$1,149,322	\$1,212,525	\$1,274,850
Operating Expenses	\$112,294	\$182,934	\$94,275	\$154,912	\$165,289	\$104,580	\$159,460
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL DIVISION	\$964,156	\$1,168,701	\$1,234,942	\$1,194,645	\$1,314,611	\$1,317,105	\$1,434,310

Performance Indicators

OBJECTIVES	PERFORMANCE	ACTUAL	ESTIMATED	BUDGET
	INDICATORS	FY 2016	FY 2017	FY 2018
Submit budget to Council as per City's Charter.	Submit budget to Council before July 20 of each year.	Submitted as per budget calendar and prior to July 20	Submitted to Council on July 12, 2016	Submitted to Council on July 19, 2017
Conduct budget special meetings.	Number of workshops conducted.	4	4	4
Customer Concerns.	Percentage of customer concerns processed and closed.	98%	100%	100%

Analysis

The Office of the City Manager does not deliver traditional services. Evaluation of the activities of the Department is somewhat subjective. The increase in personnel costs is attributed to a 3% COLA and the transfer of the Strategic Administrator from the Recreation Department to the City Manager's Office in FY 2018.

City of Miami Gardens

FY 2017-2018 Annual Budget
General Fund

PUBLIC AFFAIRS DIVISION

Mission

The Public Affairs Division is responsible for coordinating the City’s public, media, marketing and intergovernmental relations. This office is further tasked with the organization of seasonal activities, publicity/marketing campaigns, managing crisis and addressing negative publicity. Other duties involve developing the day to day management of all internal and external communication strategies as well as long-term strategies for both. The Public Affairs Division is responsible for producing professionally written documents, brochures, summaries, books, manuals and reports as directed by the City Manager.

The role of the Public Affairs Division is quite diverse in the sense it must function in dual or multiple roles to meet the demands for public information in this present era. The Public Affairs Division is an intricate part in establishing positive relationships with all outside entities and the community. The primary goal of the Office is to disseminate information and keep the public informed, in conjunction with working with the media to allow this to happen.

Staffing Level

Authorized Positions Fiscal Year 2016-2017	F.T.E.
Director of Public Affairs	1
Graphic Artist	1
Public Affairs Specialist	1
Sub-Total	3

Authorized Positions Fiscal Year 2017-2018	F.T.E.
Director of Public Affairs	1
Graphic Artist	1
Public Affairs Specialist	1
Sub-Total	3

Accomplishments, Goals and Objectives

FY 2016-2017 Accomplishments

- Produced and presented large scale special events, including Jazz in the Gardens, Annual Martin Luther King Event, Black History Extravaganza, Paint the City Pink, and State of the City as well as over 100 sponsored or partnered events.
- Increased video library.
- Secured meaningful media coverage for the City.
- Increased social media presence.

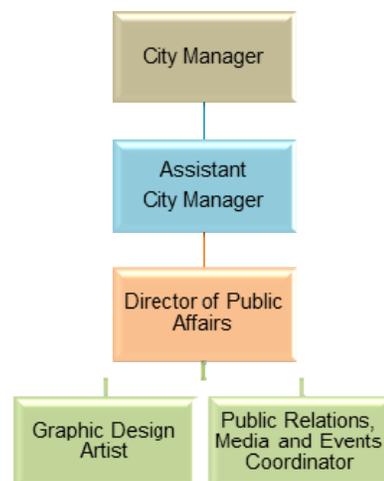
FY 2017-2018 Goals and Objectives

- Continue to build social media reach.
- Proactively promote the City.
- Produce quality publications to inform residents, businesses and visitors about the City.
- Work with media outlets to produce more comprehensive coverage of the City.



Jazz in the Gardens

Organization Chart



City of Miami Gardens

FY 2017-2018 Annual Budget General Fund

PUBLIC AFFAIRS DIVISION

Division Budget Expenditures

Category	Actual FY 11-12	Actual FY 12-13	Actual FY 13-14	Actual FY 14-15	Actual FY 15-16	Estimated FY 16-17	Budget FY 17-18
Personnel Services	\$174,363	\$86,049	\$60,126	\$60,883	\$226,982	\$229,735	\$237,088
Operating Expenses	\$2,506,159	\$3,061,013	\$3,501,905	\$4,219,406	\$4,661,358	\$4,755,598	\$3,685,755
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL DIVISION	\$2,680,522	\$3,147,062	\$3,562,031	\$4,280,289	\$4,888,340	\$4,985,333	\$3,922,843
TOTAL CITY MANAGER	\$3,644,678	\$4,315,763	\$4,796,974	\$5,474,935	\$6,202,951	\$6,302,438	\$5,357,153

Performance Indicators

OBJECTIVES	PERFORMANCE INDICATORS	ACTUAL FY 2016	ESTIMATED FY 2017	BUDGET FY 2018
Communicate information to the City's residents through written material.	Number of publications/flyers/ads/electronic communications disseminated.	780	920	1,000
Effectively engage residents using social media.	Number of fans/followers/subscribers on the City's Facebook, Twitter, Instagram, and constant contact page (cumulative total).	N/A	17,291	19,500
Effectively communicate with media outlets.	Number of media inquiries responded to within 24 hours of initial inquiry.	100	140	180
Provide quality cultural, educational and recreational programming for City residents.	Number of City-sponsored and co-sponsored events.	75	125	125
Promote a positive image for Miami Gardens.	Number of graphic design projects produced.	225	350	550

Analysis

As in FY 2011, the Public Affairs Division returned to a staffing level of three (3) for FY 2016. Operating expenses are increased attributed to additional events being expensed in FY-16, while in FY 2018, special events cost are being reduced.

City of Miami Gardens

FY 2017-2018 Annual Budget
General Fund

OFFICE OF THE CITY CLERK

Mission

The Office of the City Clerk is responsible for the proper recordation of City Council meetings and the overall maintenance and retention of official City records. The Clerk also administers the lobbyist registration ordinance. The Clerk is responsible for preparation and distribution of the City Council agenda and processes all contracts. In addition, the City Clerk provides services to: the Code Compliance Division as Clerk to Special Master Hearings as it relates to Code Enforcement Cases; the Miami Gardens Police Department as Clerk to Special Master Hearings as it relates to Red Light Camera hearings; and the Miami Gardens Police Department as Clerk to Special Master Hearings as it relates to Cry Wolf/False Alarm Hearings. The Office of the City Clerk provides passport processing services.

Staffing Level

Authorized Positions Fiscal Year 2016-2017	F.T.E.
City Clerk	1
Assistant to the City Clerk	1
<u>Administrative Assistant</u>	<u>2</u>
Sub-Total	4

Authorized Positions Fiscal Year 2017-2018	F.T.E.
City Clerk	1
Assistant to the City Clerk	1
<u>Administrative Assistant</u>	<u>2</u>
Sub-Total	4

Accomplishments, Goals and Objectives

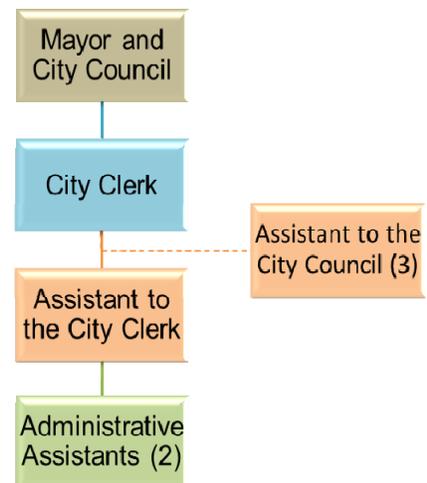
FY 2016-2017 Accomplishments

- Processed approximately 3,000 passport applications.
- Attended community outreach events relating to passports.
- Conducted approximately 350-400 cases of red light hearings per month.

FY 2017-2018 Goals and Objectives

- Continue to provide quality customer service during the Passport Execution Process.
- Continue with Records Management Objectives.
- Support the Miami Gardens Police Department for Special Master Red Light Camera and Special Master Code Compliance Hearings.

Organization Chart



City of Miami Gardens

FY 2017-2018 Annual Budget General Fund

OFFICE OF THE CITY CLERK

Department Budget

Expenditures

Category	Actual FY 11-12	Actual FY 12-13	Actual FY 13-14	Actual FY 14-15	Actual FY 15-16	Estimated FY 16-17	Budget FY 17-18
Personnel Services	\$507,133	\$539,628	\$600,385	\$663,619	\$358,441	\$472,950	\$382,000
Operating Expenses	\$81,999	\$39,851	\$141,949	\$87,084	\$65,157	\$182,402	\$68,730
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL DEPARTMENT	\$589,132	\$579,480	\$742,334	\$750,703	\$423,598	\$655,352	\$450,730

Performance Indicators

OBJECTIVES	PERFORMANCE	ACTUAL	ESTIMATED	BUDGET
	INDICATORS	FY 2016	FY 2017	FY 2018
Submit finalized agenda items to City Manager for review by the established deadline 100% of the time.	Percentage of agenda items submitted by established deadline.	100%	100%	100%
Prepare and distribute Council agenda by established deadline 100% of the time.	Percentage of agendas distributed in accordance with timeframe.	100%	100%	100%
Process all ordinances and resolutions within 10 working days after signed by the Mayor.	Percentage of time signed ordinances and resolutions are processed within required timeframe.	100%	100%	100%
Prepare minutes for City Council approval per scheduled.	Percentage of minutes prepared per schedule.	100%	100%	100%
Provide efficiency in processing Passport Application.	Process time for each application is less than 15 minutes.	100%	100%	100%
Provide efficiency in responding to Public Record Requests.	Provide responses within 15 working days of requests.	98%	98%	99%

Analysis

The Office of the City Clerk continues to be active with its Passport Application Process. The Clerk has raised awareness of the City's designation as a Passport Processing Facility generating revenue of over \$80,000. Personnel expenses are lower in FY 2016 as the support staff for the Mayor and Council was re-classed to reflect under the Mayor and Council budget instead of under the City's Clerk's budget.

The FY 16-17 personnel expenses include employee payout of accrued leave due to retirement. The increase in FY 16-17 operating expenses is attributed to the Mayor's election that was held in December 2016 as mandated by Court.

City of Miami Gardens

FY 2017-2018 Annual Budget General Fund

FINANCE DEPARTMENT

Mission

The Finance Department is responsible for maintaining the fiscal integrity of the City's finances by ensuring accounts are paid on time, purchase orders are proper, revenue is properly accounted for and the general ledger of the City is accurate. The Department monitors the financial activities of all City Departments to ensure compliance with City policies and general accounting principles. It ensures travel vouchers and other receipts are complete and proper, petty cash is handled accurately and according to policy. The Department assists the City Manager in the preparation of the annual budget and prepares the Comprehensive Annual Financial Report and the Popular Annual Financial Report, and implements internal control procedures that safeguard all City assets.

Staffing Level

Authorized Positions Fiscal Year 2016-2017	F.T.E.
Finance Director	1
Asst. Fin. Director	1
Accountant III	1
Accountant II	2
Accountant I	1
Cashier	1
Sub-Total	7

Authorized Positions Fiscal Year 2017-2018	F.T.E.
Finance Director	1
Asst. Fin. Director	1
Budget Administrator	1
Management Analyst	1
Accountant III	1
Accountant II	2
Accountant I	1
Cashier	1
Sub-Total	9

Organization Chart



Accomplishments, Goals and Objectives

FY 2016-2017 Accomplishments

- Received from G.F.O.A the Distinguished Budget Presentation Award, Comprehensive Annual Financial Report Award (CAFR) and the Popular Annual Financial Reporting Award.
- Upgraded City's bond from 'A' to 'A+' by Fitch rating agency.
- Began implementation of Time Keeping software for all hourly employees.
- Recommended to Council to adopt Amendment 11 which provides additional Homestead exemption for low-income senior citizens who are long term residents. This exemption will be effective for FY 2017 for those who are qualified.

FY 2017-2018 Goals and Objectives

- To secure GFOA awards for the FY 2017 CAFR and Popular Annual Financial Report and FY 2018 Budget Award.
- Update Finance Policies and Procedures Manual.
- Create and issue RFP for Banking Services.
- Develop succession plan for the Department.
- Assist in preparation and negotiation for the FPL franchise agreement.

City of Miami Gardens

FY 2017-2018 Annual Budget General Fund

FINANCE DEPARTMENT

Department Budget

Expenditures

Category	Actual FY 11-12	Actual FY 12-13	Actual FY 13-14	Actual FY 14-15	Actual FY 15-16	Estimated FY 16-17	Budget FY 17-18
Personnel Services	\$526,595	\$495,177	\$597,559	\$625,521	\$645,967	\$631,859	\$1,025,888
Operating Expenses	\$67,399	\$83,078	\$70,663	\$91,040	\$117,262	\$113,124	\$83,657
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL DEPARTMENT	\$593,994	\$578,255	\$668,222	\$716,561	\$763,229	\$744,983	\$1,109,545

Performance Indicators

OBJECTIVES	PERFORMANCE	ACTUAL	ESTIMATED	BUDGET
	INDICATORS	FY 2016	FY 2017	FY 2018
Accurately provide financial reports to requesting agencies by their respective due dates.	Did the City provide financial reports on requested dates?	Yes	Yes	Yes
Obtain Certificate of Achievement for Excellence in Financial Reporting from GFOA.	Did the City receive the Award?	Pending from GFOA	Not available until CAFR issued	Not available until CAFR issued
Obtain Popular Annual Financial Reporting Award from GFOA.	Did the City receive the Award?	Pending from GFOA	Not available until PAFR issued	Not available until PAFR issued
Obtain Budget Award from GFOA.	Did the City receive the Award?	Yes	Yes	Not available until Budget is completed
Receive unqualified auditor opinion.	Did the City receive unqualified opinion?	Yes	Not available until CAFR issued	Not available until CAFR issued
Improve internal controls.	Number of Management Comments.	1	0	0
Provide efficiency in Accounts Payable.	Payment made within 30 days.	70%	76%	81%
Accuracy in Accounts Payable.	Percentage of voided checks over total checks issued.	1.64%	1.30%	1.00%

Analysis

The Management Analyst position that was previously under the Police Department will be transferred to Finance, the Special Project Administrator Position from the City Manager's office will be transferred to Finance creating the Budget Administrator position and the payout of pending retirement of a staff in the Department attributed to the increase in personnel costs in FY 2018. Operating expenses are higher in FY 2016 and FY 2017 attributed to forensic audit.

City of Miami Gardens

FY 2017-2018 Annual Budget
General Fund

HUMAN RESOURCES DEPARTMENT

Mission

The Human Resources Department provides administrative support, subject matter expertise, and consultative services to approximately 600 full-time, part-time, and seasonal employees, interns, volunteers and retirees. The Department strives for operational effectiveness and efficiency in its delivery of Human Resources, Organizational Development and Risk Management services in support of the City's global goals and objectives for strategic human resources management. Our success hinges on earning and maintaining the trust, satisfaction, respect and confidence of our internal and external customers, leading change and instilling a sense of community, pride and loyalty in City of Miami Gardens employees.

Staffing Level

Authorized Positions

Fiscal Year 2016-2017	F.T.E.
Human Resources and Risk Director	1
Assistant Human Resources Director	1
Risk Analyst II	1
Human Resources Analyst	3
Human Resources Assistant	1
Sub-Total	7

Authorized Positions

Fiscal Year 2017-2018	F.T.E.
Human Resources and Risk Director	1
Assistant Human Resources Director	1
Risk Manager	1
Human Resources Analyst II	3
Recruiter	1
Receptionist (Part-time)	1.3
Sub-Total	8.3

Accomplishments, Goals and Objectives

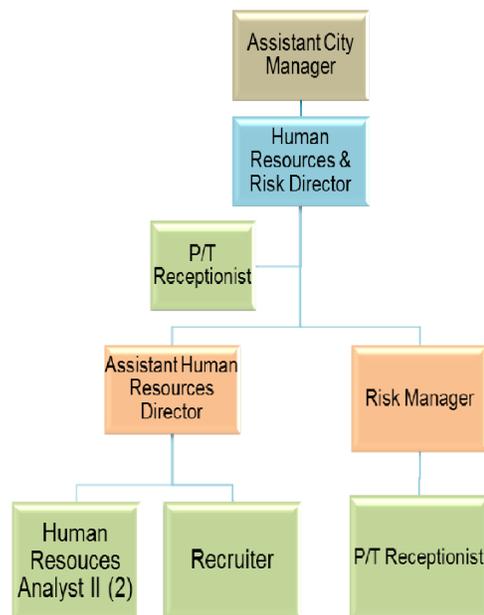
FY 2016-2017 Accomplishments

- The job application process is now completely paperless.
- Reinstated the Crash Review Board to mitigate losses.
- New Employee Handbook is completed and disseminated.
- Reduction in health insurance premiums.
- Awarded safety grant by Public Risk Insurance Agency.

FY 2017-2018 Goals and Objectives

- Video employee orientation.
- Conduct a City-wide job analysis and review of job descriptions along with salary classifications.
- Implement an electronic acknowledgment process for communication of policies, procedures and directives to all City employees.

Organization Chart



Total Number of Citywide Employees

City of Miami Gardens

FY 2017-2018 Annual Budget General Fund

HUMAN RESOURCES DEPARTMENT

Department Budget

Expenses

Category	Actual FY 11-12	Actual FY 12-13	Actual FY 13-14	Actual FY 14-15	Actual FY 15-16	Estimated FY 16-17	Budget FY 17-18
Personnel Services	\$663,033	\$716,537	\$865,952	\$800,965	\$748,919	\$824,682	\$906,648
Operating Expenses	\$83,603	\$114,024	\$100,289	\$141,893	\$162,022	\$158,747	\$169,747
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL DEPARTMENT	\$746,636	\$830,561	\$966,241	\$942,858	\$910,941	\$983,429	\$1,076,395

Performance Indicators

OBJECTIVES	PERFORMANCE	ACTUAL	ESTIMATED	BUDGET
	INDICATORS	FY 2016	FY 2017	FY 2018
Conduct monthly Crash Review Board Meetings.	Number of Crash Review Board Meetings Held.	0	10	10
Return all employee performance evaluations revised to departments within 1 week.	Percentage of time employee evaluations were processed within 1 week of evaluation date.	75%	80%	85%
Safety Committee Meetings	Number of Safety Committee meetings conducted.	1	2	2
During open enrollment, ensure that 100% of changes are accurately processed and entered into Eden.	Percentage of changes submitted to the insurance carrier.	90%	92%	92%

Analysis

Decrease in personnel costs in FY 15-16 is attributed to reduction of one staff. FY 16-17 increase is attributed to a part-time staff being added in mid-year, and FY 17-18 increase is attributed to the funding of a full year of two part-time staff being added to the Department. Operating costs increased in FY 2015 and thereafter is attributed to engagement of insurance broker.

City of Miami Gardens

FY 2017-2018 Annual Budget
General Fund

OFFICE OF THE CITY ATTORNEY

Mission

The Office of the City Attorney provides full legal service to the City in all legal areas. The Office interprets drafts and administers City ordinances, and contracts; represents the City in litigation matters, real estate transactions and land use matters. Moreover, this Office provides general legal advice to the City on various matters, including, but not limited to, contractual, business, municipal labor relations, civil service rights, bond issues, planning and zoning, code enforcement and community redevelopment. The Police Legal Advisor also provides full legal support to the City's Police Department.

Staffing Level

Authorized Positions Fiscal Year 2016-2017	F.T.E.
City Attorney	1
Assistant City Attorney	1
Legal Assistant	1
Sub-Total	3

Authorized Positions Fiscal Year 2017-2018	F.T.E.
City Attorney	1
Assistant City Attorney	1
Legal Assistant	1
Sub-Total	3

Accomplishments, Goals and Objectives

FY 2016-2017 Accomplishments

- Successfully completed the litigation against URS relating to the City Hall and Police Buildings.
- Spearheaded the City's CRA approval process in Miami Dade County.
- Chaired the City Attorney's Committee of the Miami-Dade County League of Cities (MDCLC) and provided numerous trainings for MDCLC.

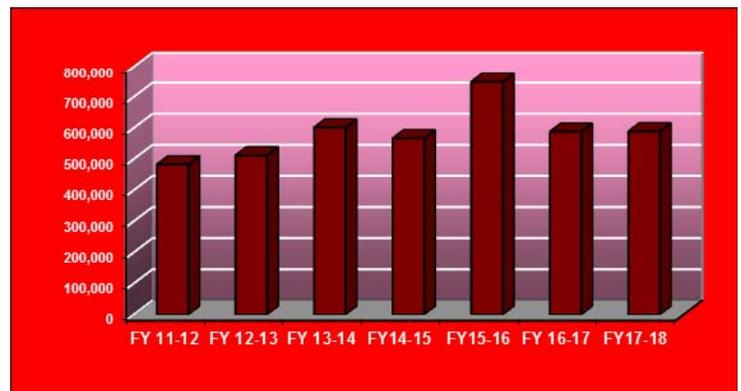
FY 2017-2018 Goals and Objectives

- Finalize the settlement with Miami Dade County and the Stadium.
- Assist with finalizing the CRA Plan and process.
- Successfully, completing all ongoing litigation.

Organization Chart



History of Legal Expenses



City of Miami Gardens

FY 2017-2018 Annual Budget
General Fund

OFFICE OF THE CITY ATTORNEY

Departmental Budget

Expenses

Category	Actual FY 11-12	Actual FY 12-13	Actual FY 13-14	Actual FY 14-15	Actual FY 15-16	Estimated FY 16-17	Budget FY 17-18
Personnel Services	\$427,016	\$445,534	\$466,585	\$477,988	\$532,645	\$495,633	\$513,915
Operating Expenses	\$56,100	\$66,626	\$135,526	\$89,030	\$216,464	\$92,486	\$72,250
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL DEPARTMENT	\$483,116	\$512,160	\$602,111	\$567,018	\$749,108	\$588,119	\$589,165

Performance Indicators

OBJECTIVES	PERFORMANCE INDICATORS	ACTUAL FY 2016	ESTIMATED FY 2017	BUDGET FY 2018
	Serve as legal advisor to the City Council, City Manager, Directors & other City officials and agencies.	Frequency in which advice is rendered.	Daily	Daily
Provide formal written and informal/oral opinions as requested by City Council, City Manager, Directors and Staff.	Number of legal opinions rendered.	Daily	Daily	Daily
Defend the City in lawsuits, brought in Court and in administrative proceedings and pursue suits on behalf of the City.	Percentage of cases won.	Majority	Majority	Majority
Serve as Legal Advisor to City staff.	Frequency in which advice is rendered.	Daily	Daily	Daily
Prepare Ordinances.	Number of Ordinances.	19	19	15
Prepare Resolutions.	Number of Resolutions.	252	250	250
Provide contract and other document review and preparation.	Number of contracts reviewed or prepared.	Approximately 75	Approximately 75	Approximately 75

Analysis

The Office of the City Attorney has continued to manage and handle legal matters for the City with professionalism and competency, with a small staff. They continue to oversee outside counsel on major litigation matters while handling a variety of cases in house, including appeals, foreclosure litigation, quiet title, and land use litigation. They are in the final stages of fulfilling the requirements of the Settlement Agreement with Miami Dade County and the Stadium. We are also engaged in various land use appeals. They have been spearheading the City's CRA efforts and will continue in that regard. Operating Costs are higher in FY 2016 and were attributed to attorney costs incurred for the lawsuit with regard to the City Hall construction.

City of Miami Gardens

FY 2017-2018 Annual Budget
General Fund

PUBLIC SAFETY DEPARTMENT POLICE ADMINISTRATIVE DIVISION

Mission

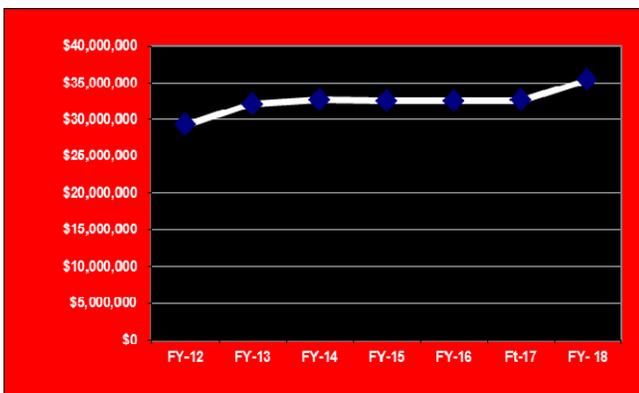
The Police Administrative Division encompasses the Office of the Chief, Internal Affairs Division, and Police Legal Advisor. The Chief of Police is the highest ranking law enforcement officer within the Department and is responsible for policy development, control, supervision, and program implementation of the Department and is accountable for the effective delivery of police services to the City of Miami Gardens. There is one Assistant Chief of Police who works directly for the Chief of Police, and is responsible for the Divisions within the Department. In addition, the Internal Affairs Division is charged with the investigation of misconduct and policy violations.

Staffing Level

Authorized Positions Fiscal Year 2016-2017	F.T.E.
Chief of Police	1
Asst. Chief of Police	1
Captain	1
Commander	1
Sergeant	2
Police Officer	1
Police Legal Advisor	1
Executive Assistant to the Chief of Police	1
Police Training Assistant	1
Administrative Assistant	1
Sub-Total	11

Authorized Positions Fiscal Year 2017-2018	F.T.E.
Chief of Police	1
Asst. Chief of Police	2
Captain	1
Commander	1
Sergeant	4
Police Officer	2
Police Legal Advisor	1
Executive Assistant to the Chief of Police	1
Police Training Assistant	1
Administrative Assistant	1
Sub-Total	15

Police Budget History



Accomplishments, Goals and Objectives

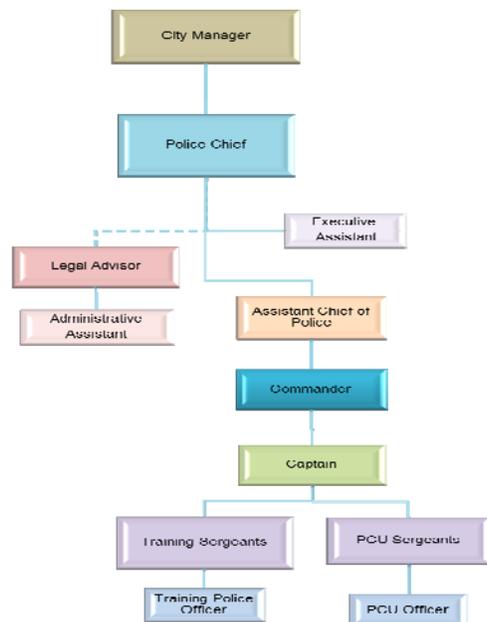
FY 2016-2017 Accomplishments

- Continued the community based briefing program in areas of concern within the community.
- Coordinated the First annual “Peace in the Gardens” community event.
- Introduced the “Golf Instead of Guns” pilot program that offers step-by-step lessons to introduce the game of golf and bring social and emotional learning, critical thinking and resilience building exercises to students in grades 3-5.
- Successfully implemented the Miami Gardens Pre-Arrest Diversion Program (PAD) that serves as an alternative to arrest for first time misdemeanor offenders ages 18 – 35.

FY 2017-2018 Goals and Objectives

- Continue to partner with faith-based organizations and community groups to address issues that will enhance the quality of life for City of Miami Gardens residents, business owners and visitors.
- Coordinate the “My Life Matters” event held in the City of Miami Gardens with the end goal of building trust between residents and law enforcement and foster a better relationship between the two.
- Continue to obtain the involvement of our residents and business owners in our SafeCam Program that will provide the Real Time Crime Center the ability to access private security cameras that will view public areas for the purpose of observing, interdicting, and obtaining documentation of illegal activity.

Organization Chart



City of Miami Gardens

FY 2017-2018 Annual Budget General Fund

PUBLIC SAFETY DEPARTMENT POLICE ADMINISTRATIVE DIVISION

Division Budget

Expenses

Category	Actual FY 11-12	Actual FY 12-13	Actual FY 13-14	Actual FY 14-15	Actual FY 15-16	Estimated FY 16-17	Budget FY 17-18
Personnel Services	\$28,748,906	\$29,132,845	\$30,010,702	\$29,237,458	\$28,452,764	\$27,819,213	\$30,116,777
Operating Expenses	\$327,854	\$408,659	\$599,291	\$529,331	\$605,481	\$700,845	\$775,052
Capital Outlay	\$0	\$371,241	\$30,005	\$91,096	\$10,122	\$93,800	\$0
TOTAL DIVISION	\$29,076,760	\$29,912,745	\$30,639,998	\$29,857,885	\$29,068,367	\$28,613,858	\$30,891,829

Performance Indicators

OBJECTIVES	PERFORMANCE INDICATORS	ACTUAL FY 2016	ESTIMATED FY 2017	BUDGET FY 2018
Fill 100% of sworn police officer vacancies within the Department within the fiscal year.	Percentage of sworn police officer vacancies filled.	85%	83%	100%
Conduct administrative review for 100% of all complaints received for Police Department personnel as requested.	Percentage of administrative reviews of Police Department personnel from complaints received.	100%	100%	100%
Conduct 12 Police Command Staff Community/Business walks during the fiscal year.	Number of Police Command Staff Community/Business walks conducted.	16	16	17

Analysis

The Administrative Division will continue to reduce the Police Department and City's exposure to liability by coordinating essential and effective training at every level of the Department. The Division will continue the focus of fully implementing the City's Public Safety Technology Project, which includes the Real Time Crime Center (RTCC) and an array of video surveillance systems and fixed license plate readers.

All police Divisions with the exception of those officers under the COPS grant are budgeted under Administration. Lower personnel cost in FY 16 and FY 17 is attributed to numerous vacancies, and FY 18 increase is attributed to 3% COLA, increase in Florida Retirement system contribution rates and less vacancies.

City of Miami Gardens

FY 2017-2018 Annual Budget General Fund

PUBLIC SAFETY DEPARTMENT POLICE OPERATIONS DIVISION

Mission

The Operations Division is the largest and most visible Division within the Miami Gardens Police Department. It is responsible for providing day-to-day police services to citizens, businesses, and visitors of the City of Miami Gardens. This Division is responsible for Road Patrol, Bike Patrol, Traffic Unit, K-9 Unit and School Crossing guards. The Intergovernmental Unit is comprised of the Community Enrichment Team that oversees the Citizens on Patrol program, Community Liaison Officers, Gang Resistance Education and Training (GREAT) Program, Police Athletic League program and the Nuisance Abatement Problem Property Unit.

The primary mission of the Operations Division is to carryout proactive problem oriented policing, respond to calls for service, and conduct preliminary investigations, along with traffic enforcement. It shall be the mission of the Miami Gardens Police Department to implement a series of action plans designed to target high-risk crime areas opposed to being spread thinly across the urban landscape.

Staffing Level

Authorized Positions

Fiscal Year 2016-2017	F.T.E.
Major	1
Commander	1
Captain	6
Sergeant	14
Police Officer	98
Traffic Assistant	1
Administrative Assistant	1
Community Service Aide	3
Sub-Total	125

Authorized Positions

Fiscal Year 2017-2018	F.T.E.
Major	1
Captain	6
Sergeant	15
Police Officer	96
Traffic Assistant	2
Administrative Assistant	1
Community Service Aide	3
Sub-Total	124

Accomplishments, Goals and Objectives

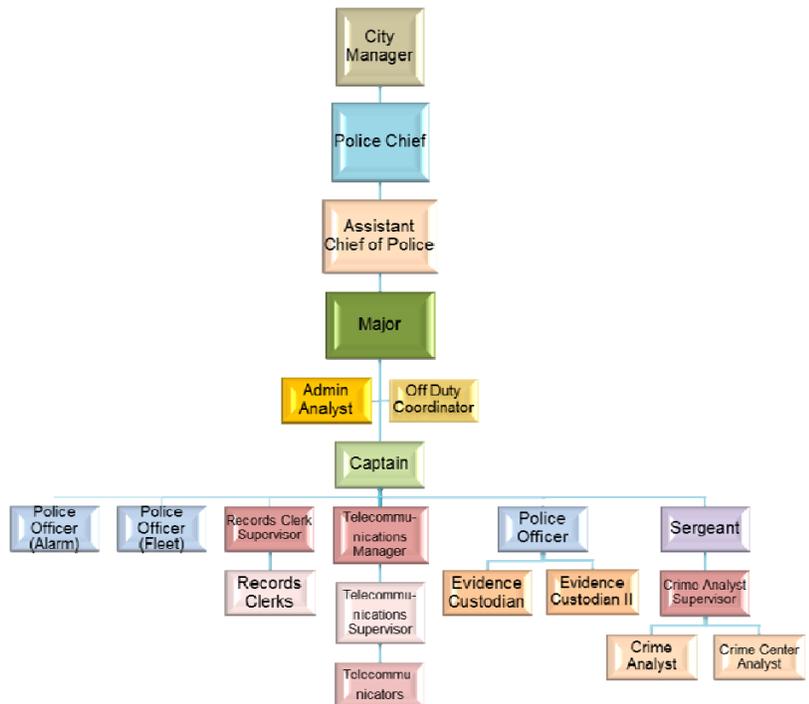
FY 2016-2017 Accomplishments

- Instituted a Predictive Policing program, utilizing readily available analytical computer solutions to provide specific geographical focus locations for patrol officers to thwart potential crimes, with the goal of reducing crime by approximately 8 %. We utilized COMPSTAT to assist with accomplishing our task.
- Increased the number of referrals to social services organizations by 25%.
- Implemented a smart phone/web based anonymous crime reporting system (Digital Gardens).
- Reduced vehicle burglaries by 10%.

FY 2017-2018 Goals and Objectives

- Implement a pedestrian and bicyclist traffic safety campaign with the objective of reducing traffic fatalities by 20% of the projected 2015 figures.
- Increase seat belt usage by 5%.
- Reduce vehicle burglaries by 5%.

Organization Chart



City of Miami Gardens

FY 2017-2018 Annual Budget
General Fund

PUBLIC SAFETY DEPARTMENT POLICE OPERATIONS DIVISION

Division Budget

Expenditures

Category	Actual FY 11-12	Actual FY 12-13	Actual FY 13-14	Actual FY 14-15	Actual FY 15-16	Estimated FY 16-17	Budget FY 17-18
Personnel Services	Under Admin.	Under Admin.					
Operating Expenses	\$21,569	\$27,961	\$31,117	\$46,631	\$47,062	\$44,087	\$43,800
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL DIVISION	\$21,569	\$27,961	\$31,117	\$46,631	\$47,062	\$44,087	\$43,800

Performance Indicators

OBJECTIVES	PERFORMANCE INDICATORS	ESTIMATED FY 2016	BUDGET FY 2017	BUDGET FY 2018
Conduct biweekly (24) CompStat crime and community concern analysis session during the year	Number of CompStat meetings	46	52	24
Participate in 9 Walking One Stop community social services events during the fiscal year.	Number of Walking One Stop event.	4	9	9
Train 100% of Operations Patrol Officers in Crisis Intervention Team training.	Percentage of officers who received the Crisis Intervention Team training.	80%	100%	100%
Conduct monthly (12) Crime Watch Meetings in different areas of the City.	Number of Crime Watch Meetings	50	55	60

Analysis

The Division was instrumental in a 10% reduction of crime during the 16-17 fiscal year. This outcome was achieved through continued emphasis on “Hot spot” concentration of police services, proactive patrol and increased community involvement.

The 16-17 fiscal year was a full year of the agency-wide Community Policing Initiative. This philosophy resulted in officers spending a greater amount of time on public and business interactions and increased special projects geared towards addressing root causes of on-going community problems. It also resulted in additional City service, social services and faith based service providers assisting the community with problem solving efforts.

City of Miami Gardens

FY 2017-2018 Annual Budget General Fund

PUBLIC SAFETY DEPARTMENT POLICE INVESTIGATIONS DIVISION

Mission

The mission of the Investigation Division (ID) is to provide the highest quality criminal investigative and special investigation support to the Miami Gardens Police Department by conducting timely and thorough criminal investigations using advanced forensic equipment and investigative techniques and conducting proactive responses to specific areas of increased violent crime incidents. The Special Investigations Section is tasked with focusing on reducing gun violence, investigating gang activity and collaborating with the U.S. Marshall's Service ATF and DEA. The Division's primary objective is to reduce violent crime and property crime within the City of Miami Gardens through consistent professional service and commitment to the citizens of Miami Gardens.

Staffing Level

Authorized Positions Fiscal Year 2016-2017	F.T.E.
Major	1
Commander	1
Captain	2
Sergeant	10
Police Officer	56
Victims Advocate	1
Administrative Analyst	2
Crime Analyst Supervisor	1
Crime Analyst	1
Crime Scene Supervisor	1
Crime Scene Technician	5
Real Time Crime Center Analyst	3
Investigative Assistant	1
Sub-Total	85

Authorized Positions Fiscal Year 2017-2018	F.T.E.
Major	1
Captain	2
Sergeant	7
Police Officer	56
Victims Advocate	2
Crime Scene Supervisor	1
Crime Scene Technician	5
Administrative Assistant	1
Sub-Total	75



Accomplishments, Goals and Objectives

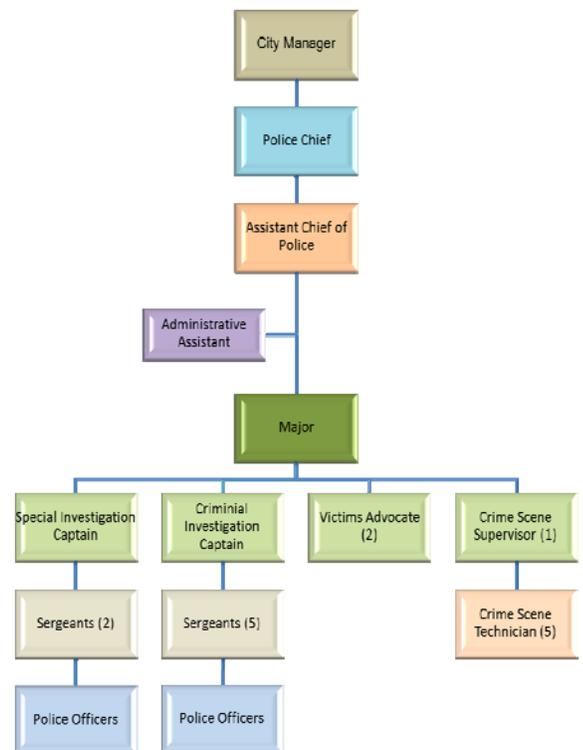
FY 2016-2017 Accomplishments

- Burglaries reduced by 41% compared to the same 15-16 fiscal year thru April 22, 2017.
- Investigations Division made 172 felony arrests and 118 misdemeanor arrests thru the current fiscal year ending April 22, 2017.
- Missing Persons Unit was assigned 231 cases and cleared 215 thru the current fiscal year ending April 22, 2017.

FY 2017-2018 Goals and Objectives

- Increase clearance rate on all crime categories by 5%.
- Increase the homicide clearance rate by 5%.
- Special Investigations Section (Gang, Career Criminal and Gun Violence Reduction Units) to assist in reducing gun violence by continuing to:
 - Conduct home visits of youth gang members to educate parents.
 - Educate teachers and students at area schools regarding gun violence and participation in gang activities.
 - Participate with South Florida Gang Task Forces to target specific gangs and occurrences of spikes in firearm related incidents.

Organizational Chart



City of Miami Gardens

FY 2017-2018 Annual Budget
General Fund

PUBLIC SAFETY DEPARTMENT POLICE INVESTIGATIONS DIVISION

Division Budget

Expenses

Category	Actual FY 11-12	Actual FY 12-13	Actual FY 13-14	Actual FY 14-15	Actual FY 15-16	Estimated FY 16-17	Budget FY 17-18
Personnel Services	Under Admin.	Under Admin.	Under Admin.	Under Admin.	Under Admin.	Under Admin.	Under Admin.
Operating Expenses	\$92,468	\$76,390	\$79,277	\$66,537	\$58,404	\$69,654	\$74,300
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL DIVISION	\$92,468	\$76,390	\$79,277	\$66,537	\$58,404	\$69,654	\$67,000

Performance Indicators

OBJECTIVES	PERFORMANCE INDICATORS	ACTUAL FY 2016	ESTIMATED FY 2017	BUDGET FY 2018
Submit all felony case filings to the Miami-Dade County State Attorney's Office within 21 days of the initial arrest.	Timeframe for filing felony cases with the Miami-Dade County State Attorney's Office.	99%	99%	99%
Respond to 100% of citizens' request for information (by telephone or to an investigator) on cases assigned to Investigators within 72 business hours.	Percentage of citizens' request for information responded within 72 business hours.	99%	99%	99%
Assign 100% of Part 1 crimes to an Investigator assigned to the Investigations Division within 72 business hours.	Monitor Investigators Dashboard in Sungard OSSI Records Management System to ascertain compliance.	99%	99%	99%

Analysis

The VOCA (Victim of Crime Acts) Grant for the Victim's Advocate Unit was submitted and is being reviewed by the Florida Attorney General's Office. Currently, one Major position, three Sergeant positions and eight officer positions are vacant.

City of Miami Gardens

FY 2017-2018 Annual Budget
General Fund

PUBLIC SAFETY DEPARTMENT POLICE SUPPORT SERVICES DIVISION

Mission

The Administrative Support Division is tasked with accomplishing many objectives within the Miami Gardens Police Department. The Division is broken down into the following Units: Property & Evidence, Records, Communications, Fleet, Training, Real Time Crime Center (RTCC) Crime Analysis Unit, Off Duty/Court Liaison and False Alarms. These Units assist the other Divisions within the Department by allowing them to carry out their functions in a more efficient manner.

Staffing Level

Authorized Positions Fiscal Year 2016-2017	F.T.E.
Major	1
Captain	2
Police Officer	1
Sergeants	1
Administrative Assistant	1
Management Analyst	1
Court Liaison/Off Duty Coordinator	1
Evidence Custodian	2
Evidence Custodian II	1
Telecommunications Manager	1
Telecommunications Supervisor	2
Telecommunicator	16
Records Clerk Supervisor	1
<u>Records Clerk</u>	<u>4</u>
Sub-Total	35

Authorized Positions Fiscal Year 2017-2018	F.T.E.
Major	1
Captain	1
Sergeant	1
Police Officers	4
Administrative Analyst	1
Court Liaison/Off Duty Coordinator	1
Evidence Custodian	2
Evidence Custodian II	1
Crime Analyst	1
Crime Analyst Supervisor	1
Real Time Crime Center Analyst	3
Telecommunications Manager	1
Telecommunications Supervisor	2
Telecommunicator	16
Records Clerk Supervisor	1
<u>Records Clerk</u>	<u>5</u>
Sub-Total	42

Accomplishments, Goals and Objectives

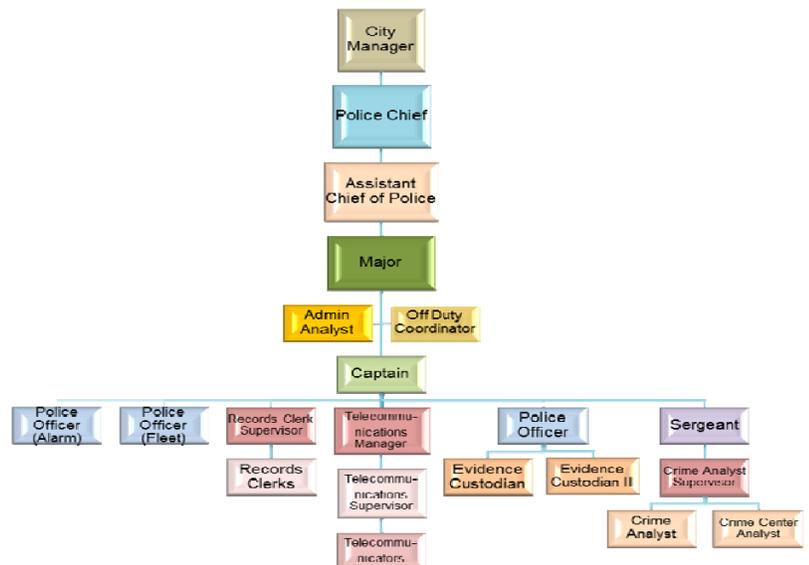
FY 2016-2017 Accomplishments

- Implemented new Shared Archive for Evidence (SAFE) tracker program January 21, 2017 to track physical and digital evidence.
- Processed and responded to over 2,307 public records request.
- Three (3) License Plate Reader Trailers purchased and deployed.
- Fully furnished the Real Time Crime Center and Joint Operation Center and installed telephones.

FY 2017-2018 Goals and Objectives

- Reduce the average current priority dispatch time (2.5 minutes) by 10%.
- Reduce the average current non-priority dispatch time (10.5 minutes) by 20%.
- Deploy Closed Circuit Television Cameras at Bunche Pool, Bunche Park and Norwood Park.
- Prepare Special Masters cases on overdue accounts that have not responded to the efforts of the collection agency.

Organization Chart



City of Miami Gardens

FY 2017-2018 Annual Budget General Fund

PUBLIC SAFETY DEPARTMENT POLICE SUPPORT SERVICES DIVISION

Division Budget

Expenditures

Category	Actual FY 11-12	Actual FY 12-13	Actual FY 13-14	Actual FY 14-15	Actual FY 15-16	Estimated FY 16-17	Budget FY 17-18
Personnel Services	Under Admin.	Under Admin.	Under Admin.	Under Admin.	Under Admin.	Under Admin.	Under Admin.
Operating Expenses	\$214,939	\$370,015	\$212,145	\$272,938	\$206,016	\$211,040	\$265,003
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL DIVISION	\$214,939	\$370,015	\$212,145	\$272,938	\$206,016	\$211,040	\$265,003

Performance Indicators

OBJECTIVES	PERFORMANCE	ACTUAL	ESTIMATED	BUDGET
	INDICATORS	FY 2016	FY 2017	FY 2018
Process, file and provide public records requests from public in compliance with the law, 100% of the time.	Percentage of time to process and provide request in a timely	100%	100%	100%
Validate 100% of the Florida Crime Information Center (FCIC) and National Crime Information Center (NCIC) files in compliance with the law.	Percentage of files validated in compliance with the law.	100%	100%	100%
Maintain records of all property and evidence handled by the Police Department in compliance with the law, 100% of the time.	Percentage of property and evidence processed in compliance with laws.	100%	100%	100%
Reduce dispatch time on all Priority and Non-Priority calls for service	Average amount of dispatch time for Priority and Non-Priority Calls	P - 2.7 minutes NP - 14.035 minutes	P - 2.88 minutes NP - 11.64 minutes	P - 2.5 minutes NP - 10.5 minutes
Coordinate professional training for all personnel as required by FDLE.	Percentage of Officers trained every year.	100%	100%	100%

Analysis

The Police Department will be deploying body cameras for the Operations Division. Additionally, the Department is diligently working on the installation of fixed license plate readers for specific intersections within the City of Miami Gardens.

Higher operating cost in FY 2018 is to provide funding for the replacement of 123 safety vest.

City of Miami Gardens

FY 2017-2018 Annual Budget
General Fund

PUBLIC SAFETY DEPARTMENT COPS II Grant

Staffing Level

Authorized Positions Fiscal Year 2016-2017	F.T.E.
Police Officers	10
Authorized Positions Fiscal Year 2017-2018	F.T.E.
Police Officers	10



Crime Watch Meeting

Division Budget

Expenditures

Category	Actual FY 11-12	Actual FY 12-13	Actual FY 13-14	Actual FY 14-15	Actual FY 15-16	Estimated FY 16-17	Budget FY 17-18
Personnel Services	n/a	\$631,516	\$873,118	\$977,703	\$1,053,284	\$1,097,380	\$1,146,233
Operating Expenses	n/a	\$185,810	\$0	\$0	\$0	\$0	\$0
Capital Outlay	n/a	\$308,905	\$0	\$0	\$0	\$0	\$0
TOTAL DIVISION	\$0	\$1,126,231	\$873,118	\$977,703	\$1,053,284	\$1,097,380	\$1,146,233

Analysis

The City received the Federal Award for an additional ten (10) Police Officers in June 2012. FY 2016 is the last year of the grant which will pay 49.1% of salaries and fringe benefits of the Officers up to \$1.25 million. In FY 16-17 the City funded 100% of the costs of the ten (10) officers. The only stipulation of the grant is the City must hire post September 11, 2001 military veterans as defined in the 2012CHP Application Guide.

No operating and capital costs incurred after FY 12-13 are attributed to all equipment and operating costs such as uniforms, bullet proof vests, laptops, etc. were purchased in FY 12-13.

City of Miami Gardens

FY 2017-2018 Annual Budget General Fund

PUBLIC SAFETY DEPARTMENT COPS III Grant

Staffing Level

Authorized Positions
Fiscal Year 2016-2017 F.T.E.

Police Officers 10

Authorized Positions
Fiscal Year 2017-2018 F.T.E.

Police Officers 10

Division Budget

Expenditures

Category	Actual FY 11-12	Actual FY 12-13	Actual FY 13-14	Actual FY 14-15	Actual FY 15-16	Estimated FY 16-17	Budget FY 17-18
Personnel Services	n/a	n/a	\$191,858	\$868,403	\$1,125,949	\$1,160,082	\$1,190,854
Operating Expenses	n/a	n/a	\$110,570	\$8,691	\$0	\$0	\$0
Capital Outlay	n/a	n/a	\$0	\$0	\$0	\$0	\$0
TOTAL DIVISION	\$0	\$0	\$302,428	\$877,094	\$1,125,949	\$1,160,082	\$1,190,854

Analysis

The City received COPS III award which funded part of the salaries and fringe benefits for ten (10) new Police Officers. The Officers were hired in late June to early July of 2014. Operating expenses in FY 13-14 includes uniforms, equipment and certification. These costs are not covered by the grant funding. FY 15-16 is mainly salaries and fringe benefits costs for a full year for the ten (10) Officers. This grant is a three-year (3) grant and the grant pays 45.7% of base salary and related fringe benefits. The City will have to maintain the Officers for at least an additional year after the grant expires.

City of Miami Gardens

FY 2017-2018 Annual Budget
General Fund

PUBLIC SAFETY DEPARTMENT COPS IV Grant

Staffing Level

Authorized Positions
Fiscal Year 2016-2017 _____ F.T.E.

Police Officers 11

Authorized Positions
Fiscal Year 2017-2018 _____ F.T.E.

Police Officers 11

Division Budget

Expenditures

Category	Actual FY 11-12	Actual FY 12-13	Actual FY 13-14	Actual FY 14-15	Actual FY 15-16	Estimated FY 16-17	Budget FY 17-18
Personnel Services	n/a	n/a	n/a	n/a	\$435,957	\$928,232	\$1,050,311
Operating Expenses	n/a	n/a	n/a	n/a	\$107,483	\$1,337	\$0
Capital Outlay	n/a	n/a	n/a	n/a	n/a	\$0	\$0
TOTAL DIVISION	\$0	\$0	\$0	\$0	\$543,440	\$929,569	\$1,050,311

Analysis

This grant was awarded in FY 14-15 for the hiring of an additional eleven (11) Police Officers. The grant will only pay for 45.65% of base salary and related fringe benefits costs. The City will have to match the remaining 54.35%. The City began hiring in FY 15-16 and FY 17-18 will be the third year of the grant.

City of Miami Gardens

FY 2017-2018 Annual Budget
General Fund

PUBLIC SAFETY DEPARTMENT SCHOOL CROSSING GUARD DIVISION

Mission

The School Safety Crossing Guard Program is designed to enhance the safety of elementary and middle school children by facilitating their safe access to and from school. The City currently has sixty (60) crossing guard posts throughout the City serving the City's eighteen (18) elementary schools, although students from other levels utilize the crossings on a daily basis. The School Crossing Guard Unit's goal is to provide operational support services to staff Miami Gardens based elementary schools with school crossing guards.

Staffing Level

Authorized Positions Fiscal Year 2016-2017	F.T.E.
School Crossing Guard Supervisor	2
School Crossing Guard (Part-Time)	16.8
Sub-Total	18.8

Authorized Positions Fiscal Year 2017-2018	F.T.E.
School Crossing Guard Supervisor	2
School Crossing Guard (Part-Time)	15.4
Sub-Total	17.4



Accomplishments, Goals and Objectives

FY 2015-2016 Accomplishments

- Participated in Child I.D. Program for students in Miami Gardens.
- Safely crossed 100% of the students throughout the year without incident.
- Staffed all elementary school posts daily.

FY 2016-2017 Goals and Objectives

- Work with community organizations to share and enhance pedestrian safety and bicycle safety.
- Enhance pedestrian and bicycle safety through a cooperative effort with the Police Department, School Administrators and Crossing Guards.
- Fill staffing to budgeted levels for 100% school crossing coverage.



Organization Chart



City of Miami Gardens

FY 2017-2018 Annual Budget General Fund

PUBLIC SAFETY DEPARTMENT SCHOOL CROSSING GUARD DIVISION

Division Budget

Expenditures

Category	Actual FY 11-12	Actual FY 12-13	Actual FY 13-14	Actual FY 14-15	Actual FY 15-16	Estimated FY 16-17	Budget FY 17-18
Personnel Services	\$554,329	\$579,487	\$577,565	\$468,708	\$477,438	\$487,813	\$476,707
Operating Expenses	\$7,895	\$5,896	\$11,521	\$4,340	\$4,365	\$6,350	\$6,700
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL DIVISION	\$562,224	\$585,382	\$589,086	\$473,048	\$481,803	\$494,163	\$483,407
TOTAL DEPARTMENT	\$29,265,973	\$32,098,725	\$32,727,169	\$32,571,835	\$32,592,533	\$32,619,833	\$35,138,432

Performance Indicators

OBJECTIVES	PERFORMANCE INDICATORS	ACTUAL FY 2016	ESTIMATED FY 2017	BUDGET FY 2018
Safely cross 100% of the students who come into the area of responsibility of the school crossing guards.	Percentage of students who are safely crossed.	100%	100%	100%
Conduct at least 4 child ID Programs throughout the year, as requested.	Number of Child ID Programs participated in.	8	10	12
Work with Police Department or Community Organizations to share pedestrian safety information on at least 4 occasions.	Number of pedestrian safety information sessions.	4	6	8

Analysis

The School Crossing Guard program was relocated under the supervision of the Police Department in FY 14-15. Personnel costs continue to be lower than previous years. One of the full-time Supervisor positions has been reduced to two (2) part-time positions and the overall unit supervision was absorbed by a Police Department Captain.

City of Miami Gardens

FY 2017-2018 Annual Budget
General Fund

CODE COMPLIANCE DEPARTMENT

Mission

The Code Compliance Department was established to preserve, protect, and improve the physical, social, and economic health of the City of Miami Gardens. Our mission is to provide exceptional service to every citizen, customer and business owner/operator in the City of Miami Gardens; while providing quality-based solutions to address the distinctive needs of our patrons. Our goal is to assist creating of an attractive, pleasant, and safe environment.

Staffing Level

Authorized Positions

Fiscal Year 2016-2017	F.T.E.
Resource Officer	1
Code Compliance Officer	8.5
Code Compliance Supervisor	2
Development Services Administrator	1
Senior Licensing & Permit Clerk	1
Permit and License Clerk	6
Housing Inspector	2
Sub-Total	21.5

Authorized Positions

Fiscal Year 2017-2018	F.T.E.
Code Compliance Officer	10
Code Compliance Supervisor	2
Code Enforcement & License Manager	1
Permit & License Clerk Supervisor	1
Permit and License Clerk	6
Housing Inspector	2
Sub-Total	22.0



Accomplishments, Goals and Objectives

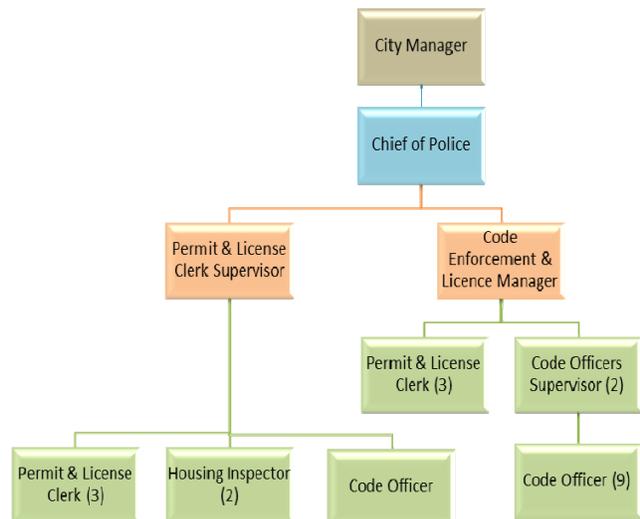
FY 2016-2017 Accomplishments

- Initiate Strategic Zone Enforcement Task Force.
- Conducted sweep in strategic zone enforcement task force in 2 zones.
- Actively participated in Homeowner Association (HOA) & Community Meetings.
- Attended 37 HOA meetings during this period making contact with 1, 741 residents and business owners.

FY2017-2018 Goals and Objectives

- Reduce the number of complaints by 15%.
- Update and produce Citizen's Guide to Code Compliance.
- Restructure zones and increase Proactive Zone Enforcement efforts based on established performance standard.
- Increase special Night Operations in conjunction with CMGPD.
- Conduct code business workshop with major organization (BREI).

Organization Chart



City of Miami Gardens

FY 2017-2018 Annual Budget General Fund

CODE COMPLIANCE DEPARTMENT

Division Budget

Expenditures

Category	Actual FY 11-12	Actual FY 12-13	Actual FY 13-14	Actual FY 14-15	Actual FY 15-16	Estimated FY 16-17	Budget FY 17-18
Personnel Services	\$1,190,347	\$1,341,775	\$1,269,864	\$1,251,927	\$1,356,337	\$1,184,175	\$1,358,645
Operating Expenses	\$63,263	\$88,708	\$61,782	\$54,329	\$69,378	\$74,959	\$82,456
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL DEPARTMENT	\$1,253,610	\$1,430,483	\$1,331,646	\$1,306,256	\$1,425,715	\$1,259,134	\$1,441,101

Performance Indicators

OBJECTIVES	PERFORMANCE	ACTUAL	ESTIMATED	BUDGET
	INDICATORS	FY 2016	FY 2017	FY 2018
Completion of final Business License Renewal Mailings.	100% mailings to delinquent and late business license renewals.	Not Measured	100%	100%
Completion of Landlord Mailings.	100% mailings to delinquent and late landlord fee renewals.	Not Measured	100%	100%
Maintain certifications for inspectors.	Maintain training and certifications for 100% of inspectors.	Not Measured	100%	100%
Cross Training of staff to accommodate flexible coverage of this section.	Complete a minimum of 50% cross training of permit clerks to accommodate staffing burden around renewal timeframes.	Not Measured	Not measured	80%
Identify & schedule buildings for Special Masters Hearings.	Conduct 12 special masters hearings annually.	Not Measured	100%	100%

Analysis

In FY 16-17, The Code Compliance Unit educated homeowners through Code-on-the-Go and actively participated in Homeowner Association meetings. The Code Compliance unit partnered with Miami Gardens Police Department to proactively address vacant and abandoned nuisance properties. The unit's strategic zone enforcement program resulted in improved aesthetics of the community and quality of life for the Residents.

In FY 17-18, the Code Compliance unit will continue its efforts in proactive code compliance through initiatives with a focus on customer service based principles. The Unit anticipates these initiatives will promote employee morale, customer satisfaction and staff accountability.

Vacancies in FY 16-17 attributed to lower personnel costs.

City of Miami Gardens

FY 2017-2018 Annual Budget
General Fund

PLANNING & ZONING OFFICE

Mission

The Planning and Zoning (P&Z) Office is responsible for the planning and zoning activities for the City. To utilize the Land Development Regulations as an economic development tool, to promote development activities and opportunities for the business community. Our objective is to develop zoning regulations which promote and enhance better communities and living environment for all residents and businesses of the City.

Staffing Level

Authorized Positions Fiscal Year 2016-2017	F.T.E.
Director	.10
Assistant Director	.10
Executive Secretary	.10
Assistant Planner	2
Associate Planner	1
Sub-Total	3.30

Authorized Positions Fiscal Year 2017-2018	F.T.E.
Planning & Zoning Director	1
Planner	1
Executive Secretary	.10
Associate Planners	2
Sub-Total	4.10

Accomplishments, Goals and Objectives

FY 2016-2017 Accomplishments

- Completed update of the Comprehensive Development Master Plan since its initial adoption in 2006.
- Update Sign Code to conform to the First Amendment and to maintain a consistent look throughout the City.
- Obtained State grant to develop and implement design standards for the Entertainment Overlay district to ensure development meet with City's goals.
- Incorporated microbreweries into the land development code to encourage locally produced products.

FY 2017-2018 Goals and Objectives

- Undertake a comprehensive update of the land development regulations to include landscape, development standards and table of permitted uses.
- Improve intake, review, permitting and electronic tracking via electronic plan review and submittal.

Organization Chart



Residential Development Project

City of Miami Gardens

FY 2017-2018 Annual Budget General Fund

PLANNING & ZONING OFFICE

Division Budget

Expenditures

Category	Actual FY 11-12	Actual FY 12-13	Actual FY 13-14	Actual FY 14-15	Actual FY 15-16	Estimated FY 16-17	Budget FY 17-18
Personnel Services	\$465,967	\$497,569	\$248,993	\$107,825	0	\$167,525	\$384,109
Operating Expenses	\$157,503	\$164,877	\$164,945	\$240,101	\$361,472	\$3337,030	\$398,745
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL DEPARTMENT	\$623,470	\$662,446	\$413,938	\$347,926	\$358,152	\$504,555	\$782,854

Performance Indicators

OBJECTIVES	PERFORMANCE INDICATORS	ACTUAL FY 2016	ESTIMATED FY 2017	BUDGET FY 2018
Update land development regulations	Adoption of revised land development regulations by the City Council	N/A	N/A	100%
Update process of intake, review and permitting so as to be more user friendly and less paper based.	Complete transition to digital review for all site plan applications and provide fillable electronic forms for all application types.	N/A	N/A	100%

Analysis

The Planning and Zoning Office is expected to continue to see an increase in both public and private development as General Obligation Bond projects come under review and as the City continues to attract commercial and industrial development along with entertainment uses. Significant updates to the Comprehensive Development Master Plan, Sign Code and Entertainment Overlay District have been made over the past year including updates to the sign code to enhance community aesthetics, incorporation of emerging industries such as microbreweries into the zoning code, establishment of design standards within the Entertainment Overlay to ensure an iconic City center that is a destination in and of itself, and updates to the Comprehensive Development Master Plan to properly guide and manage growth. Further improvements to the code and internal processes will continue in the coming fiscal year in order to ensure an efficient, user friendly development process along with a system that is less paper-based.

In FY 15-16, only one position was budgeted for, the Planning & Zoning Manager which has been vacant for the year. In FY 16-17, the Division was restructured to include one (1) Associate Planner position and two (2) Assistant Planner positions which were filled part of the year. FY 17-18 budget includes 100% funding for the Planning & Zoning Director, a Senior Planner and two Associate Planner positions.

City of Miami Gardens

FY 2017-2018 Annual Budget
General Fund

PARKS AND RECREATION DEPARTMENT RECREATION DIVISION

Mission

The Recreation Division is committed to providing our citizens with a wide variety of recreational opportunities supported by our parks, personnel and facilities. Our goal is to deliver superior programs and services meeting the needs of the community in a cost-effective manner.

Staffing Level

Authorized Positions Fiscal Year 2016-2017	F.T.E.
Parks & Recreation Director	1
Assist. Parks & Recreation Director	1
Business Manager	1
Recreation Aides	12.32
Recreation Aide I	2
Recreation Aide II	3
Tutors	2.45
Recreation District Supervisor	1
Recreation Supervisor	5
Administrative Assistant	1
Sub-Total	29.77

Authorized Positions Fiscal Year 2017-2018	F.T.E.
Parks & Recreation Director	1
Business Manager	1
Operations Service Manager	1
Recreation Aides	9.17
Recreation Aide II	3
Recreation Aide I	2
Information Officer	1
Recreation District Supervisor	1
Recreation Supervisor	4
Recreation Coordinator	1
Administrative Analyst	1
Administrative Assistant	1
Sub-Total	26.17

Accomplishments, Goals and Objectives

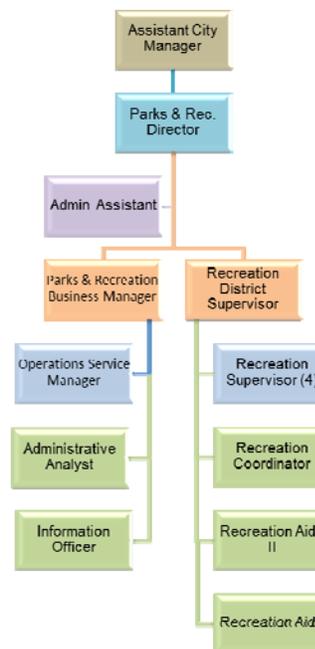
FY2016-2017 Accomplishments

- Enhanced the afterschool program by incorporating tutors and partnering with KicknNutrition to educate children on healthy nutrition;
- Implemented a Read and Play program during evenings and selected Saturdays at Rolling Oaks;
- Expanded Camp offerings to include Culinary Arts, Performing Arts and Science Camp;
- Offered seven Kids Day Off day camps held during teachers planning days;
- Staff supported several special events including Kids Day of Play, Community Halloween Event, Christmas Extravaganza, the Annual Heritage Bowl, Bid Whist and Spades tournaments and the popular Food Truck Invasions.

FY2017-2018 Goals and Objectives

- Establish three (3) new partnerships with organizations to provide programs and activities for school age youth;
- Survey at least five (5) programs per quarter to gauge customer satisfaction of services i.e. facility cleanliness, rentals, service providers and City run programs;
- Implement a performance measurement tool to track attendance at the parks per program, activities, amenities and events.

Organization Chart



City of Miami Gardens

FY 2017-2018 Annual Budget
General Fund

PARKS AND RECREATION DEPARTMENT RECREATION DIVISION

Division Budget

Expenditures

Category	Actual FY 11-12	Actual FY 12-13	Actual FY 13-14	Actual FY 14-15	Actual FY 15-16	Estimated FY 16-17	Budget FY 17-18
Personnel Services	\$1,932,900	\$1,592,758	\$1,540,808	\$1,306,552	\$962,503	\$1,151,391	\$1,279,791
Operating Expenses	\$539,670	\$642,277	\$642,669	\$687,121	\$622,437	\$592,320	\$607,148
Capital Outlay	\$0	\$12,150	\$0	\$0	\$0	\$0	\$28,110
Reserve for New Facilities operations							\$353,178
TOTAL DIVISION	\$2,472,570	\$2,247,185	\$2,183,477	\$1,993,673	\$1,584,940	\$1,743,712	\$2,268,227

Performance Indicators

OBJECTIVES	PERFORMANCE INDICATORS	ACTUAL FY 2016	ESTIMATED FY 2017	BUDGET FY 2018
Broaden all four camp programs (winter, spring, summer camps, and afterschool).	Increase number of individuals registered.	40 ASC Prog. 280 Summer 41 Winter 73 Spring	40 ASC Prog. 280 Summer 41 Winter 73 Spring	100 ASC Prog. 300 Summer 80 Winter 200 Spring
Establish 3 new partnerships with organizations to provide programs and activities for school age youth.	Number of new partnerships established	New Measure*	0	3
Survey at least 5 programs/activities per quarter to gauge customer satisfaction.	Minimum number of 20 surveys taken to evaluate customer satisfaction	New Measure*	0	20
Use survey's to collect participation and attendance for activities.	Minimum or Maximum number of participants not exceeded; at least 20% of programming evaluated	New Measure*	0	20%

Analysis

The Recreation Programs Division will continue to look for ways to be cost efficient and develop effective program approaches to serve the residents of Miami Gardens. During FY 18 the Department will continue to measure their services by measuring the effectiveness of our programs to ensure they are serving the residents at a high level.

City of Miami Gardens

FY 2017-2018 Annual Budget
General Fund

PARKS AND RECREATION DEPARTMENT BETTY T. FERGUSON RECREATION COMPLEX

Mission

The Betty T. Ferguson Recreation Complex is committed to fostering inclusive community participation by providing an environmentally sound facility for cultural arts, education, recreation, celebration and locally based human services in order to increase opportunity for personal and collective growth in the Miami Gardens community.

Staffing Level

Authorized Positions Fiscal Year 2016-2017	F.T.E.
Community Center Manager	1
Assistant Community Center Manager	1
Administrative Analyst	1
Administrative Assistant	1
Information Officer	2
Recreation Supervisor	2
Janitorial Worker	2.8
Life Guard Water Safety Instructor	2.8
Life Guard	0.34
Lead Lifeguard Water Safety Instructor	1
Aquatic Facility Manager	1
Recreation Aide	3.2
Recreation Aide I	2
Health and Fitness Facilitator	2.4
Sub-Total	23.54

Authorized Positions Fiscal Year 2017-2018	F.T.E.
Community Center Manager	1
Assistant Community Center Manager	1
Administrative Assistant	1
Information Officer	1
Recreation Supervisor	1
Janitorial Worker	2
Park Ranger Supervisor	1
Park Ranger	1.6
Recreation Aide	3.2
Recreation Aide I	2
Health and Fitness Facilitator	2.4
Sub-Total	17.20



Accomplishments, Goals and Objectives

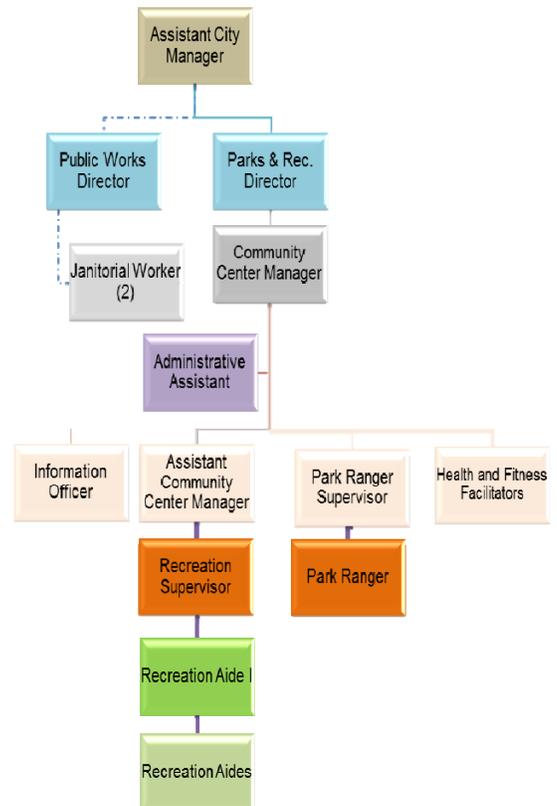
FY 2016-2017 Accomplishments

- Partnered with Feeding South Florida to offer a Fresh Produce Program Partnered with Progressive Firefighters Charities for a free 10 weeks swimming program for ages 6-16;
- Partnered with William Turner’s Computer Literacy Program to offer one of the 1st computer literacy programs for our 50 and over;
- Developed plans to attract teens to offer summer camps for age 12-17.

FY 2017-2018 Goals and Objectives

- Expand and promote the Stingrays competitive swimming program;
- Implement an additional Aqua Fitness class in the A.M. hours;
- Enhance the computer literacy program to the City’s Mature Adults;
- Develop an in-house adult fitness and recreation program to increase exposure of the facility and increase memberships;
- Survey at least five (5) programs per quarter to gauge customer satisfaction of services i.e. facility cleanliness, rentals, service providers and City run programs;
- Implement a performance measurement tool to track attendance at the parks per program, activities, amenities and events.

Organization Chart



City of Miami Gardens

FY 2017-2018 Annual Budget
General Fund

PARKS AND RECREATION DEPARTMENT BETTY T. FERGUSON RECREATIONAL COMPLEX

Division Budget

Expenditures

Category	Actual FY 11-12	Actual FY 12-13	Actual FY 13-14	Actual FY 14-15	Actual FY 15-16	Estimated FY 16-17	Budget FY 17-18
Personnel Services	\$856,699	\$886,960	\$736,571	\$577,803	\$975,744	\$1,069,070	\$857,929
Operating Expenses	\$548,651	\$466,595	\$338,563	\$375,745	\$421,821	\$406,302	\$381,070
Capital Outlay	\$0	\$16,555	\$0	\$0	\$0	\$0	\$0
TOTAL DIVISION	\$1,405,350	\$1,370,110	\$1,075,134	\$953,548	\$1,397,565	\$1,475,372	\$1,238,999

Performance Indicators

OBJECTIVES	PERFORMANCE	ACTUAL	ESTIMATED	BUDGET
	INDICATORS	FY 2016	FY 2017	FY 2018
Broaden recreation programs such as martial arts, dance and drumline offered at BTFRC for youth and adults.	Increase number of participants registered.	Martial Arts 700 Drumline 216 Ballet 75 (max)	Martial Arts 780 Drumline 300 Ballet 75 (max)	Martial Arts 800 Drumline 300 Ballet 75 (max)
Achieve 215 (30%) additional rentals over the rental baseline of 720 per year at BTFRC.	Monitor rental occurrences recorded through Activenet.	362	400	435
Survey at least 5 programs/activities per quarter to gauge customer satisfaction	Minimum number of 20 surveys taken to evaluate customer satisfaction	New Measure*	0	20
Use survey's to collect participation and attendance for activities	Minimum or Maximum number of participants not exceeded; at least 20% of programming evaluated	New Measure*	0	20%

Analysis

The Betty T. Ferguson Recreation Complex continues to be highly utilized from rentals, sporting events, special events and more. Our goal is to continue to improve the facility by marketing all programs and highlighting the current infrastructure to our residents.

Personnel cost decreases in FY 2018 attributed to some of the positions will be transferred to the Athletic Division.

City of Miami Gardens

FY 2017-2018 Annual Budget General Fund

PARKS AND RECREATION DEPARTMENT ATHLETICS DIVISION

Mission

Athletics Division is committed to providing lifelong learning experiences to the residents of Miami Gardens while enhancing their achievement of educational goals. Our goal is to teach the values of teamwork, pride, respect, commitment, good work ethic, sportsmanship and development of the proper winning attitude. It is our hope that through our athletic programs, participating residents will adopt these guidelines and develop a positive winning attitude that will carry over into all aspects of their lives.

Staffing Level

Authorized Positions

Fiscal Year 2016-2017	F.T.E.
Athletics Manager	1
Athletics Coordinator	2
Athletics Supervisor	2
Recreation Aide I	2
Recreation Aide II	2
Sub-Total	9

Authorized Positions

Fiscal Year 2017-2018	F.T.E.
Athletics Manager	1
Athletics Coordinator	1
Athletics Supervisor	2
Aquatic Facility Manager	1
Lead Lifeguard Water Safety	1
Lifeguard Water Safety Instructor	2.80
Lifeguard (summer)	.35
Lead Tutors/Tutors	2.42
Recreation Aide I	2
Recreation Aide II	2
Sub-Total	15.57

Accomplishments, Goals and Objectives

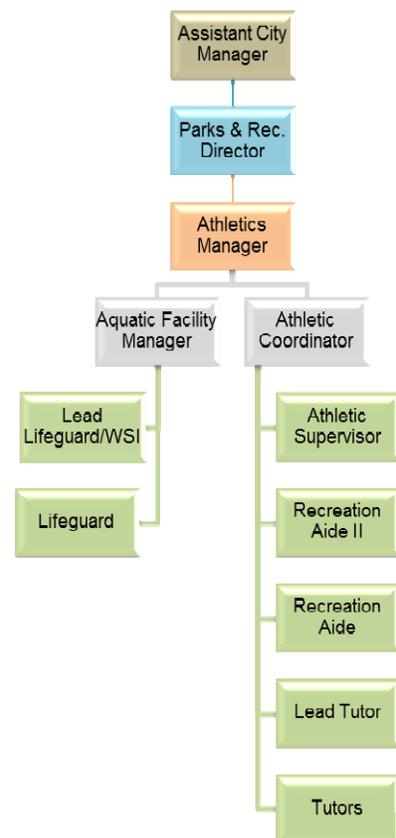
FY2016-2017 Accomplishments

- Introduced a variety of new sporting activities for Youth and Adults including; Baseball, Youth Basketball Winter League, Bowling; which increased participation by 10%;
- New Soccer Clinics and Tennis at Rolling Oaks Park;
- Offered the 2nd Junior and Senior High School Volleyball Clinic;
- Youth Football and partnership with Nike, Inc.;
- Offered 2nd High School Boys' Basketball Varsity Fall League.

FY2017-2018 Goals and Objectives

- Develop the Parks and Recreation website for youth sports website to expose the residents to the City's athletic programs;
- Survey at least five (5) programs per quarter to gauge customer satisfaction of services i.e. facility cleanliness, rentals, service providers and City run programs;
- Implement a performance measurement tool to track attendance at the parks per program, activities, amenities and events;
- Offer extensive strength and agility programs for participants involved in athletics.

Organization Chart



City of Miami Gardens

FY 2017-2018 Annual Budget
General Fund

PARKS AND RECREATION DEPARTMENT ATHLETIC DIVISION

Division Budget

Expenditures

Category	Actual FY 11-12	Actual FY 12-13	Actual FY 13-14	Actual FY 14-15	Actual FY 15-16	Estimated FY 16-17	Budget FY 17-18
Personnel Services	Under Admin	\$337,682	\$298,511	\$347,162	\$487,730	\$415,417	\$674,027
Operating Expenses	\$316,372	\$220,736	\$329,128	\$426,359	\$717,957	\$687,833	\$660,700
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL DIVISION	\$316,372	\$558,418	\$627,639	\$773,521	\$1,205,687	\$1,103,250	\$1,334,727
TOTAL PARKS & RECREATION DEPARTMENT	\$5,493,701	\$5,611,746	\$5,217,775	\$4,886,583	\$4,188,192	\$4,322,334	\$4,841,953

Performance Indicators

OBJECTIVES	PERFORMANCE INDICATORS	ACTUAL FY 2016	ESTIMATED FY 2017	BUDGET FY 2018
	Broaden athletic activities such as baseball, basketball, softball, baseball, football for youth and adults.	Increase number of participants.	1,728	1,814
Broaden aquatics fitness and instructional programs.	Increase the number of participants registered.	421 swim lesson (Adult & Kids) 614 Water Aerobics	500 swim lesson (Adult & Kids) 700 Water Aerobics	550 swim lesson (Adult & Kids) 775 Water Aerobics
Survey at least 5 programs/activities per quarter to gauge customer satisfaction	Minimum number of 20 surveys taken to evaluate customer satisfaction	New Measure*	0	20
Use survey's to collect participation and attendance for activities	Minimum or Maximum number of participants not exceeded; at least 20% of programming evaluated	New Measure*	0	20%

Analysis

The Athletic Division continues to offer exceptional services to the community by developing core programs such as football, basketball, track & field, soccer, cheerleading and more. In fiscal year 2018, the Department will focus on developing more self-direct and in-house programs to draw revenue while maximizing in-house talent, as well as offering various fitness programs in parks in hopes of addressing the obesity rate in Miami Dade County.



City of Miami Gardens

FY 2017-2018 Annual Budget
General Fund

PURCHASING DEPARTMENT

Mission

The Purchasing Department is committed to reducing the cost of government spending by promoting a cohesive procurement system that ensures integrity and fairness, to acquire commodities, services and construction, while creating opportunities for vendor participation and encouraging business and residential economic growth within our Community.

Staffing Level

Authorized Positions Fiscal Year 2016-2017	F.T.E.
Procurement Director	1
Purchasing Officer	1
Buyer	2
Sub-Total	4

Authorized Positions Fiscal Year 2017-2018	F.T.E.
Procurement Director	1
Purchasing Officer	1
Buyer	1
Procurement Compliance Coordinator	1
Purchasing Assistant	1
Sub-Total	5

Accomplishments, Goals and Objectives

FY 2016-2017 Accomplishments

- Managed and promoted City of Miami Gardens Business and Resident Economic Growth Plan (CMG-BREP).
- Hosted “How to Do Business with the City of Miami Gardens” local outreach seminars.

FY 2017-2018 Goals and Objectives

- Introduce electronic bidding and reporting.
- Introduce electronic vendor registration.
- Increase small business interaction with the City of Miami Gardens.
- Host three (3) outreach seminars a year.
- Host internal classes for City staff.

Organization Chart



City of Miami Gardens

FY 2017-2018 Annual Budget General Fund

PURCHASING DEPARTMENT

Division Budget

Expenditures

Category	Actual FY 11-12	Actual FY 12-13	Actual FY 13-14	Actual FY 14-15	Actual FY 15-16	Estimated FY 16-17	Budget FY 17-18
Personnel Services	\$286,150	\$307,359	\$316,695	\$282,962	\$318,282	\$337,124	\$406,449
Operating Expenses	\$4,124	\$6,225	\$4,801	\$3,288	\$24,863	\$29,177	\$27,520
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL DIVISION	\$290,274	\$313,583	\$321,496	\$286,250	\$343,145	\$366,301	\$433,969

Performance Indicators

OBJECTIVES	PERFORMANCE	ACTUAL	ESTIMATED	BUDGET
	INDICATORS	FY 2016	FY 2017	FY 2018
Meet or exceed external customer expectations on Request for Proposals	Number of protests per \$25 million purchased	0	0	0
City of Miami Gardens Business Resident Economic Plan (CMG-BREP)	Number of City of Miami Gardens Residents Employed through the CMG-BREP Program	70	50	50
Workload - volume of purchase orders processed within the Division	Number of purchasing transactions	499	400	400
Proficiency in processing Purchase Orders	Purchase Orders processed within 5 days in receipt by Purchasing Division	90%	92%	95%

Analysis

The Purchasing Department plays a large role in ensuring the City Departments receive the best quality goods and services for the lowest prices in a timely manner. The Department was instrumental in developing two (2) Ordinances for the City, the City of Miami Gardens Business and Resident Economic Growth Plan (CMGF-BREP) and the City of Miami Gardens Small Business Growth Plan. Seventy-five (75) residents from Miami Gardens received jobs due to the CMG-BREP program. In FY 2018, the Department will host various training workshops within the City, multiple outreaches to the local community and host a vendor registration drive to enhance the economic growth within the City. The Purchasing Department is a member of the South Florida Cooperative.

One additional staff is budgeted in FY 2018 and vacancies exist in FY 2017 that provides the variance in the personnel cost between the two (2) fiscal years.

City of Miami Gardens

FY 2017-2018 Annual Budget
General Fund

INFORMATION TECHNOLOGY DEPARTMENT

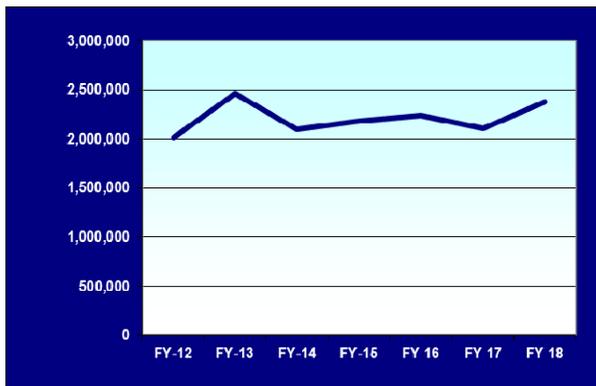
Mission

The Information Technology Department is committed to providing responsible helpdesk service and solutions to all City Departments. The Information Technology Department will continue to improve business processes and implement solutions with the use of technology.

Authorized Positions Fiscal Year 2016-2017	F.T.E.
IT Director	1
IT Web Content Administrator	1
Telecommunications Systems Analyst	1
Applications Systems Manager	1
IT Support Technician II	1
IT Junior Support Technician	1
IT Support Technician	4
Sub-Total	10

Authorized Positions Fiscal Year 2017-2018	F.T.E.
IT Director	1
IT Web Content Administrator	1
Telecommunications Systems Analyst	1
Applications Systems Manager	1
IT Support Technician II	1
IT Junior Support Technician	1
IT Support Technician	4
Sub-Total	10

Trend of I.T. Budget



Accomplishments, Goals and Objectives

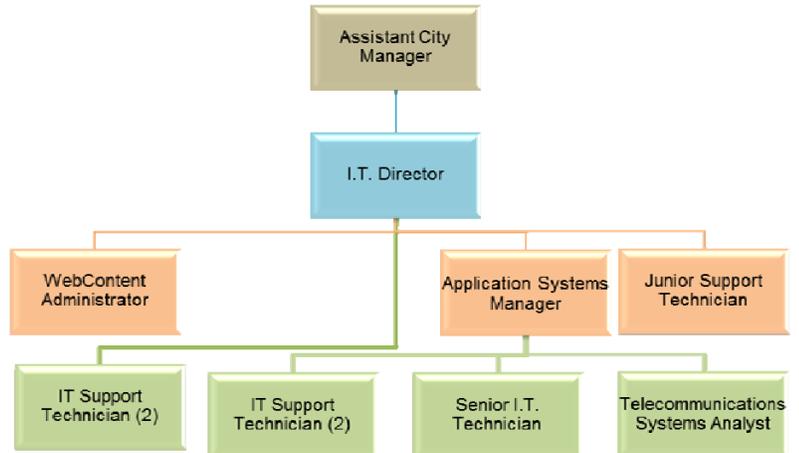
FY 2016-2017 Accomplishments

- Help plan and setup network and work stations for the Real-Time Crime Center (RTCC) video wall.
- Continue to assist the Police Department with their RTCC project which includes security cameras in the parks and license plate readers throughout the City.
- Improve disaster recovery, and network security for the entire city infrastructure.

FY 2017-2018 Goals and Objectives

- Continue to assist the Police Department with the Real-Time Crime Center (RTCC).
- Replace aging Virtual Servers Hosts and San Storage with newer technology.
- Improve disaster recovery, network speed and network security for the entire city infrastructure.

Organization Chart



City of Miami Gardens

FY 2017-2018 Annual Budget General Fund

INFORMATION TECHNOLOGY DEPARTMENT

Division Budget

Expenditures

Category	Actual FY 11-12	Actual FY 12-13	Actual FY 13-14	Actual FY 14-15	Actual FY 15-16	Estimated FY 16-17	Budget FY 17-18
Personnel Services	\$856,609	\$1,036,697	\$984,502	\$987,330	\$1,003,030	\$782,169	\$842,927
Operating Expenses	\$1,017,634	\$1,240,095	\$1,084,132	\$1,152,161	\$1,211,465	\$1,295,452	\$1,443,905
Capital Outlay	\$136,703	\$188,930	\$34,186	\$45,405	\$24,516	\$31,534	\$143,490
TOTAL DIVISION	\$2,010,946	\$2,465,723	\$2,102,820	\$2,184,896	\$2,239,011	\$2,109,155	\$2,430,322

Performance Indicators

OBJECTIVES	PERFORMANCE	ACTUAL	ESTIMATED	BUDGET
	INDICATORS	FY 2016	FY 2017	FY 2018
Improve both Internal and External Network Security.	Update all Firewalls to Next Generation Firewalls. Update endpoint Security to call City owned computers.	50	50%	100%
Replace all aging network infrastructure.	Measured the replacement of servers and switches.	50	50%	100%
Improve remote connections for users that access the network outside the network.	Measured by amount of users accessing the network and how much resources are needed.	50	70%	100%

Analysis

In FY 2016-2017, the Information Technology Department replaced over 40 aging police laptops. The Information Technology Department has focused on security of the network and has deployed a new anti-virus program and next generation firewall. A wireless kiosk was installed in the City Hall lobby to assist with applying for job applications via the Neogov website. The Kiosk has helped the Human Resources Department move toward paperless job applications and postings. The Office of Information Technology has moved towards a cloud based helpdesk ticket and inventory system that will be implemented in 2017. The Park Maintenance Division has already begun using this system to log work orders. Internet speed has also increased for the Police Department from 50Mbps to 100Mbps for the increase in demand from the officers and the Real Time Crime Center.

Higher personnel cost incurred in FY 16 is attributed to payout of an employee and in FY 2017, one position is being eliminated resulting in reduction of cost in FY 2017. Increase in operating cost in FY 2018 is attributed to licensing cost which includes a new Cashiering and Recreation Software. Capital Outlay cost FY 2018 increased to fund the Firewall Replacement equipment at the Police Department and replacement of servers in the City Hall and Police Department.

City of Miami Gardens

FY 2017-2018 Annual Budget General Fund

FLEET SERVICES DIVISION

Mission

The Fleet Management Division is responsible for the centralized maintenance and accounting for all City vehicles. The Division assists in the preparation of bid specifications for rolling stock in conjunction with the various operating Departments. The Division functions without a fixed facility and uses exclusively outside vendors for maintenance and repairs.

Staffing Level

Authorized Positions Fiscal Year 2016-2017	F.T.E.
Fleet Services Manager	1
Fleet Services Representative	1
<u>Administrative Assistant</u>	<u>1</u>
Sub-Total	3

Authorized Positions Fiscal Year 2017-2018	F.T.E.
Fleet Services Manager	1
Fleet Services Representative	1
<u>Administrative Analyst</u>	<u>1</u>
Sub-Total	3

Accomplishments, Goals and Objectives

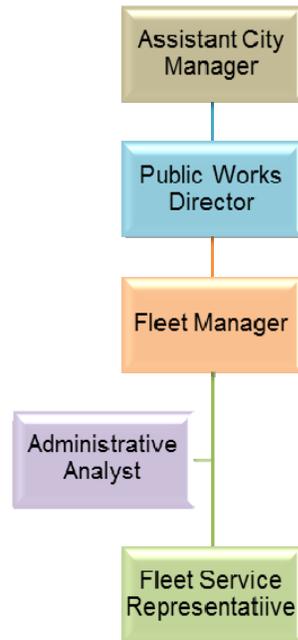
FY 2016-2017 Accomplishments

- Increased the number of preventative services and vehicle inspections to maintain an older fleet without experiencing any catastrophic failure.
- Completed 2,300 repair orders.
- Managed the City's Fuel usage by providing fuel report to each department by vehicle number.
- Kept up with the growing age of the fleet with repairs due to the lower cost of fuel prices.

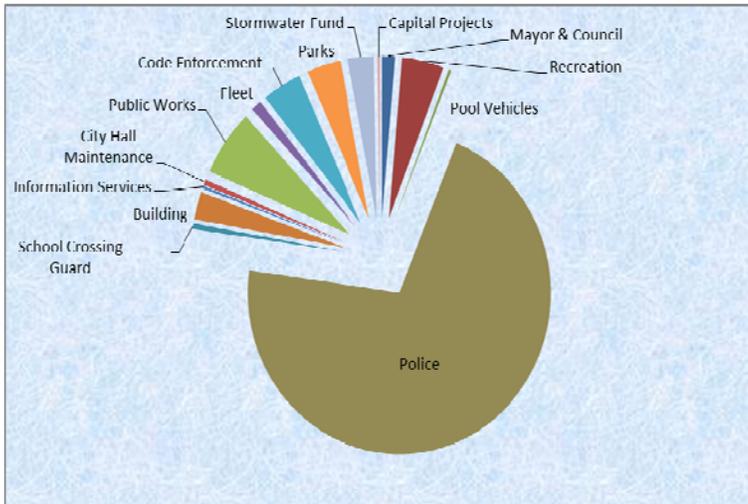
FY 2017-2018 Goals and Objectives

- Procure new vehicles to replace high mileage and older vehicles to minimize downtime and repair expenditures.
- Sell surplus vehicles and replace for vehicle shortage.
- Obtain bidding for expiring or obsolete contracts.

Organization Chart



% of Vehicles by Department



City of Miami Gardens

FY 2017-2018 Annual Budget
General Fund

FLEET SERVICES DIVISION

Division Budget

Expenditures

Category	Actual FY 11-12	Actual FY 12-13	Actual FY 13-14	Actual FY 14-15	Actual FY 15-16	Estimated FY 16-17	Budget FY 17-18
Personnel Services	\$204,590	\$215,372	\$213,821	\$216,046	\$219,819	\$229,584	\$234,802
Operating Expenses	\$1,693,885	\$1,709,614	\$1,703,603	\$1,577,058	\$1,434,452	\$1,570,516	\$1,419,210
Capital Outlay	\$0	\$2,764,410	\$311,188	\$34,682	\$0	\$325,000	\$350,000
TOTAL DIVISION	\$1,898,475	\$4,689,395	\$2,228,612	\$1,827,786	\$1,654,271	\$2,125,100	\$2,004,011

Performance Indicators

OBJECTIVES	PERFORMANCE	ACTUAL	ESTIMATED	BUDGET
	INDICATORS	FY 2016	FY 2017	FY 2018
Complete a minimum of 2,300 work orders submitted for repairs and preventative maintenance.	Number of work orders completed.	2,264	2,250	2,300
Manage Fuel to average 31,000 gallons per month.	Number of monthly reports sent to department heads detailing fuel usage and highlighting irregularities	144	144	144
Repair vehicle collisions.	Number of collisions.	67	68	70

Analysis

In FY 2018, the Fleet Division will be committing more time to the preventative maintenance function in light of the continuance of the growing age of our fleet and the budget constraints for vehicle replacements. In addition, this Fiscal Year the Fleet Department is coordinating fueling of City vehicles to use County Fuel Facilities; lowering gasoline costs. In FY 2018 \$350,000 is budgeted for replacement of police vehicles.

City of Miami Gardens

FY 2017-2018 Annual Budget General Fund

PARKS & RECREATION DEPARTMENT PARKS MAINTENANCE DIVISION

Mission

The Park Maintenance Division exists to maintain, develop and improve the parks and municipal facilities entrusted to our residents by the citizens of the Miami Gardens community. We are dedicated to providing a clean, attractive and safe environment for all who use our parks and visit the municipal facilities under our care.

Staffing Level

Authorized Positions Fiscal Year 2016-2017	F.T.E.
Parks Maintenance Superintendent	1
Maintenance District Supervisor	2
Janitorial Supervisor	2
Janitorial Worker	4
Landscape Supervisor	2
Landscape Workers	4
Trades Worker	3
Sub-Total	18

Authorized Positions Fiscal Year 2017-2018	F.T.E.
Maintenance District Supervisor	2
Janitorial Supervisor	3
Janitorial Worker	3
Landscape Supervisor	3
Landscape Workers	6
Irrigation Supervisor	.3
Trades Worker	3
Sub-Total	20.3



Accomplishments, Goals and Objectives

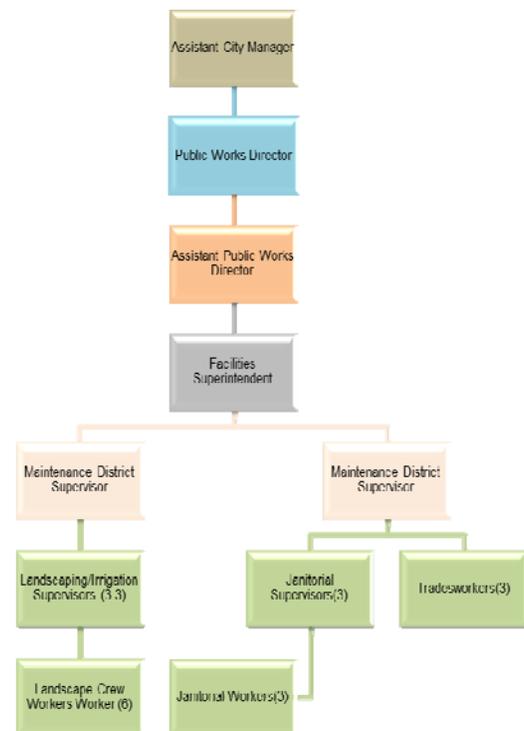
FY 2016-2017 Accomplishments

- Park Maintenance Division was moved to Public Works Department this fiscal year and the workload has been re-organized.
- Park Maintenance crews were hired to expand the maintenance of the Parks' grounds and have more frequent mowing.
- The Janitorial Crews have been re-organized to clean the Park facilities.

FY 2017-2018 Goals and Objectives

- Continue to insure effectiveness of the Custodial and Park Maintenance staff to work closely with recreation staff to address any cleaning deficiencies and to address repairs as needed.
- Maintain ball fields with the athletics and recreation divisions so they are maintained and protected from abuse in preparation for season playing.

Organization Chart



City of Miami Gardens

FY 2017-2018 Annual Budget
General Fund

PARKS & RECREATION DEPARTMENT PARKS MAINTENANCE DIVISION

Division Budget

Expenditures

Category	Actual FY 11-12	Actual FY 12-13	Actual FY 13-14	Actual FY 14-15	Actual FY 15-16	Estimated FY 16-17	Budget FY 17-18
Personnel Services	\$1,005,848	\$1,097,493	\$1,060,033	\$959,893	\$777,110	\$836,417	\$1,023,852
Operating Expenses	\$267,329	\$274,894	\$223,964	\$178,255	\$203,912	\$332,408	\$149,502
Capital Outlay	\$26,231	\$63,645	\$47,528	\$7,693	\$0	\$0	\$20,000
TOTAL DIVISION	\$1,299,408	\$1,436,033	\$1,331,525	\$1,145,841	\$981,022	\$1,168,825	\$1,193,354

Performance Indicators

OBJECTIVES	PERFORMANCE	ACTUAL	ESTIMATED	BUDGET
	INDICATORS	FY 2016	FY 2017	FY 2018
Maintain 70% or better cleanliness rating by customers utilizing recreation buildings.	Implement surveys to obtain accurate percentages.	>70%	>75%	>80%
Maintain 70% or better cleanliness rating by customers utilizing existing open space.	Implement surveys to obtain accurate percentages.	>70%	>75%	>80%

Analysis

The Parks Maintenance Division continues to develop various strategies to improve the beatification of the City's parks, facilities and playgrounds. As the Division continues to address the weekend deficiencies of cleaning the parks and ensuring the maintenance tier plan is being executed on a daily basis, more accomplishments will be seen from this Division.

Vacancies exist in FY 16 and FY 17, and there is restructuring of the division for FY 2018 that attributed to the increase in personnel cost. Lower operating cost in FY 2018 is attributed to the cancellation of maintenance contract.

City of Miami Gardens

FY 2017-2018 Annual Budget
General Fund

CITY HALL MAINTENANCE DIVISION

Mission

In April 2014, the City Hall Administrative Building was completed and occupied and the Police Building was completed in October 2015. This Division is established to account for maintenance repairs and utility costs associated with the buildings. The Front Desk Receptionist is under this Division

Staffing Level

Authorized Positions

Fiscal Year 2016-2017	F.T.E.
Facility Superintendent	1
Facility Manager	1
Public Service Worker	1
Receptionist	1.6
Sub-Total	4.6

Authorized Positions

Fiscal Year 2017-2018	F.T.E.
Facility Superintendent	1
Facility Manager	1
Public Service Worker	1
Receptionist	2.1
Sub-Total	5.1

Accomplishments, Goals and Objectives

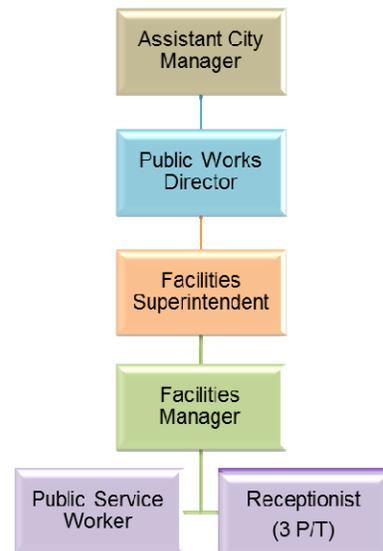
FY 2016-2017 Accomplishments

- Transitioning from the construction warranties to preventative maintenance contracts have been completed with new contracts for the maintenance services.
- Provided “Set-up” for many community events held at the Municipal Complex.
- Maintenance of other non-park City facilities.

FY 2017-2018 Goals and Objectives

- Provide preventative maintenance and emergency responses to all non-Parks Facilities.
- Monitor the power from the new solar panels.
- Assist on all City Hall Events.
- Review the landscaping replacement plants per the drip irrigation to include drought tolerant plants.

Organization Chart



Municipal Complex

City of Miami Gardens

FY 2017-2018 Annual Budget General Fund

CITY HALL MAINTENANCE DIVISION

Departmental Budget

Expenditures

Category	Actual FY 11-12	Actual FY 12-13	Actual FY 13-14	Actual FY 14-15	Actual FY 15-16	Estimated FY 16-17	Budget FY 17-18
Personnel Services	n/a	n/a	n/a	\$257,522	\$274,544	\$273,546	\$327,794
Operating Expenses	n/a	n/a	n/a	\$349,548	\$643,718	\$639,225	\$559,139
Capital Outlay	n/a	n/a	n/a	\$0	\$0	\$0	\$0
TOTAL DIVISION	n/a	n/a	n/a	\$607,070	\$918,262	\$912,771	\$886,933

Performance Indicators

OBJECTIVES	PERFORMANCE INDICATORS	ACTUAL FY 2016	ESTIMATED FY 2017	BUDGET FY 2018
Preventative maintenance to equipment keeping them clean from airborne dust and other materials that lead to breakdown and disruptions.	Number of filters changed.	1,800	2,119	2,450
Tracking responsiveness of facility maintenance.	Average time for requests to be completed.	4 Hours	4 Hours	8 hours
Documenting the number of requests to track, identify, and determine use/wear on furnishings and components.	Number of requests	15	30	50
After hour service calls responses	Emergency Response to alarms, garage door malfunctions, HVAC, power issue, etc.	25	36	40
Events Sponsored by CMG Stand by for maintenance support MEP and to over-see clean-up	Number of times to set-up and standby for the events	10	10	12

Analysis

The City Hall Maintenance Division maintains the City Hall Complex and other City-owned non-Parks facilities. In addition, the Facility Manager also supervises the three (3) Front Desk Receptionist part-time positions. This Division oversees the City Hall Complex maintenance subcontractors.

In October 2015, the Police Building was completed. Utilities and maintenance costs of the Police Headquarters is included in this Division as part of the Municipal Complex. One vacancy exists in both FY 16 and FY 17 for a full year. Additional hours are added in FY 2018 for the part-time Front Desk Receptionist position resulting in an increase in FY 2018 personnel cost.

City of Miami Gardens

FY 2017-2018 Annual Budget
General Fund

NON-DEPARTMENTAL DEPARTMENT

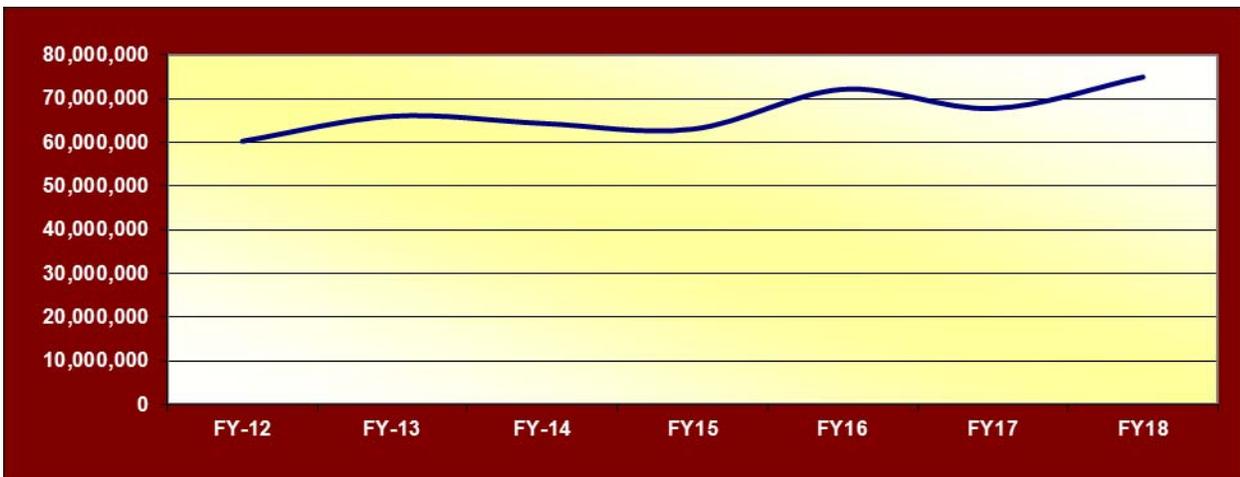
Mission

The Non-Departmental budget is utilized to account for those expenses non-specific to any Department and/or Division.

Departmental Budget

Category	Actual FY 11-12	Actual FY 12-13	Actual FY 13-14	Actual FY 14-15	Actual FY 15-16	Estimated FY 16-17	Budget FY 17-18
Personnel Services	\$75,000	\$51,146	\$40,519	\$42,373	\$12,754	\$25,000	\$35,000
Operating & Transfer out	\$9,792,806	\$12,092,652	\$11,950,884	\$10,023,219	\$17,589,552	\$12,145,860	\$16,815,625
Emergency Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$20,932
TOTAL DEPARTMENT	\$9,867,806	\$12,143,798	\$11,991,403	\$10,065,592	\$17,602,306	\$12,170,860	\$16,817,557
Total General Fund Expenditures							
TOTAL GENERAL FUND	\$60,280,782	\$65,999,113	\$64,357,700	\$63,047,248	\$72,168,872	\$67,771,500	\$75,861,896

History of General Fund Expenditures



Budget Detail by Fund

Transportation Fund



Bunche Park Phase II

City of Miami Gardens

FY 2017-2018 Annual Budget Transportation Fund

FY 2017-2018 Transportation Fund Estimated Revenues

Total Transportation Fund Revenues

Revenue Type	Actual FY 11-12	Actual FY 12-13	Actual FY 13-14	Actual FY 14-15	Actual FY 15-16	Estimated FY 16-17	Budget FY 17-18	Basis For Budget
1 st Local Option Fuel Tax	\$1,543,881	\$1,514,920	\$1,528,502	\$1,602,775	\$1,585,796	\$1,577,674	\$1,651,550	State estimate
2 nd Local Option Fuel Tax	\$598,259	\$585,738	\$603,544	\$615,889	\$613,376	\$630,357	\$639,102	State estimate
CITT	\$296,049	\$3,837,951	\$3,985,238	\$4,211,283	\$4,336,722	\$4,310,000	\$4,300,000	County est.
CITT Settlement	\$3,519,911	\$0	\$0	\$0	\$0	\$0	\$0	
Banners	\$4,675	\$6,290	\$7,610	\$6,785	\$7,845	\$1,500	\$0	
Grants/Intergovt. Revenue	\$110,593	\$909,620	\$33,080	\$31,358	\$31,358	\$31,358	\$31,358	
State Revenue Sharing	\$932,406	\$918,345	\$898,665	\$889,801	\$860,678	\$857,548	\$927,728	State Estimate
Public Works' Permits	\$49,408	\$73,461	\$66,338	\$92,278	\$178,893	\$100,000	\$85,000	
Other	\$200,929	\$236,234	\$305,513	\$207,886	\$393,029	\$396,105	\$282,713	
Reappropriate Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$840,184	
Total Transportation	\$7,256,111	\$8,082,558	\$7,428,490	\$7,658,055	\$8,007,677	\$7,838,826	\$8,757,635	

Analysis

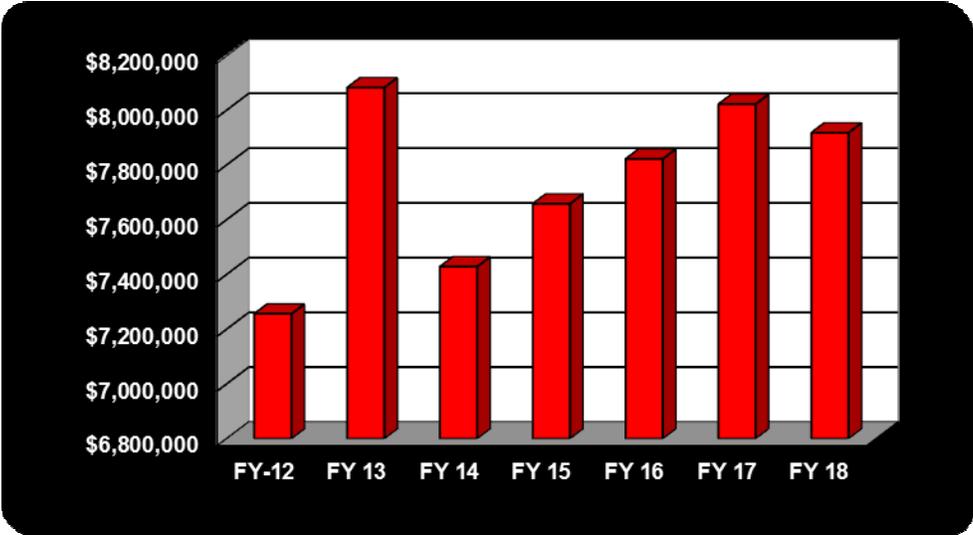
Transportation Fund revenues are generally very steady and predictable. The main sources of revenue are Local Option Gas Tax, State Revenue Sharing and CITT. Miami-Dade County settled with the City in FY 2012 the participation in the Citizens Independent Transportation Trust. The funding is derived from the ½ cent sales tax. There was a one-time settlement distributed in FY 2012 for the City's previous year's share. Effective FY 2013, the City receives its share of revenue based on population.

City of Miami Gardens

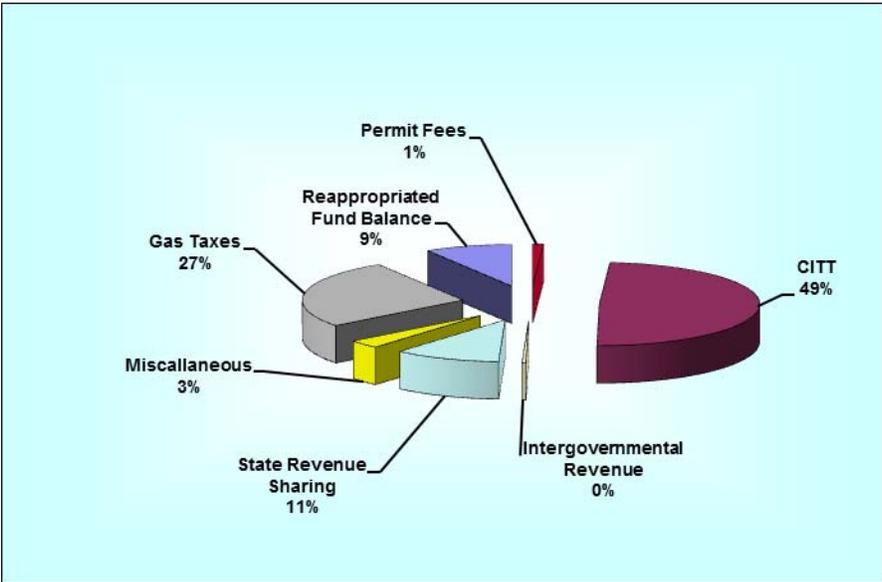
FY 2017-2018 Annual Budget Transportation Fund

Revenue Overview

History of Transportation Fund Revenue



Transportation Fund Revenue by Source for FY 2017-2018



City of Miami Gardens

FY 2017-2018 Annual Budget Transportation Fund

PUBLIC WORKS DEPARTMENT ADMINISTRATIVE DIVISION

Mission

The Department operates through four (4) Divisions - The Administration Division, The Keep Miami Gardens Beautiful Program Division, the Streets Division and the Stormwater Utility Operations. The Administration Division of the Public Works Department is responsible for the activities of the Public Works Director and staff.

Staffing Level

Authorized Positions Fiscal Year 2016-2017	F.T.E.
Public Works Director	1
Assistant Public Works Director	1
Public Works Operations Manager	1
Receptionist	1
Sub-Total	4

Authorized Positions Fiscal Year 2017-2018	F.T.E.
Public Works Director	1
Assistant Public Works Director	1
Public Works Operations Manager	1
Receptionist	1
Sub-Total	4



Public Works headquarters building in Sunshine State International Park.

Accomplishments, Goals and Objectives

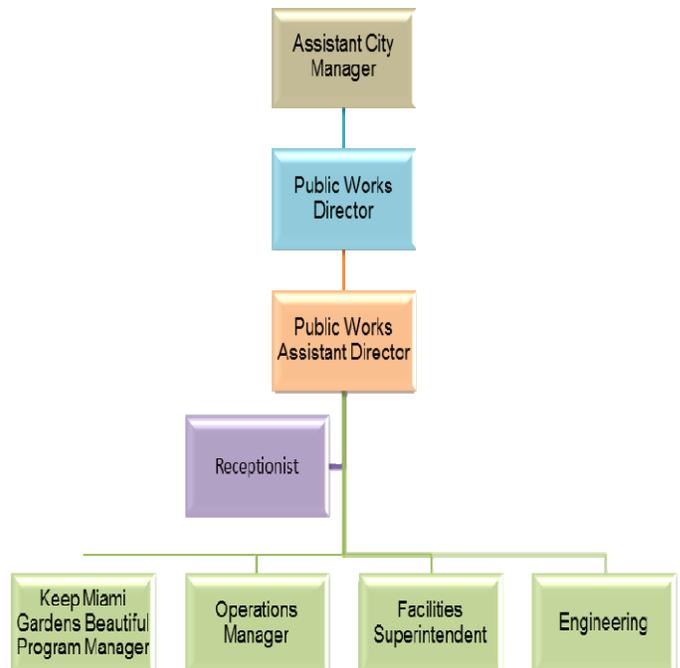
FY 2016-2017 Accomplishments

- Improved the two (2) bus circulator routes for efficiency, added the weekend service and was able to increase ridership that has surpassed expectations.
- Researched and received grants for additional funds for tree planting to meet our Canopy Study.
- Worked with the Fleet Manager on the aging vehicle future maintenance demand in meeting the FY 2017 budget.
- The Public Works Department has taken over Park Maintenance and facilities. In the process of hiring maintenance crews.

FY 2017-2018 Goals and Objectives

- Work with the County to renovate or replace the County Bridge on NW 191 Street west of NW 37 Avenue.
- Work with the subcontractor for advertising on bus benches to include signage on bus shelters.
- Increase our customer service to our internal and external customers.

Organization Chart



City of Miami Gardens

FY 2017-2018 Annual Budget Transportation Fund

PUBLIC WORKS DEPARTMENT ADMINISTRATIVE DIVISION

Division Budget

Expenditures

Category	Actual FY 11-12	Actual FY 12-13	Actual FY 13-14	Actual FY 14-15	Actual FY 15-16	Estimated FY 16-17	Budget FY 17-18
Personnel Services	\$338,566	\$473,044	\$498,606	\$441,847	\$412,725	\$473,739	\$499,993
Operating Expenses	\$1,035,495	\$908,092	\$845,644	\$866,641	\$868,286	\$833,073	\$851,856
Capital Outlay	\$6,484	\$16,421	\$0	\$0	\$0	\$0	\$0
TOTAL DIVISION	\$1,380,545	\$1,397,557	\$1,344,250	1,308,488	\$1,281,011	\$1,306,812	\$1,351,849

Performance Indicators

OBJECTIVES	PERFORMANCE	ACTUAL	ESTIMATED	BUDGET
	INDICATORS	FY 2017	FY 2017	FY 2018
Respond to all customer concerns within 48 hours.	Response time to customer concerns.	100%	100%	100%
Increase the number of awarded grants.	Number of grants awarded.	2	2	2
Secure grant funding whenever feasible for public works.	Amount of grant funding secured.	35,000	500,000	750,000
Ensure all work orders are completed for the FY.	Number of work orders completed.	247	300	350
Obtain "Satisfied" rating from a higher percentage of surveyed customers than previous year.	Percent of customers satisfied with service rendered.	100%	100%	100%

Analysis

The Administrative Division of the Public Works Department is responsible for oversight of the Department's operations through three (3) Operating Divisions (Landscaping, Streets, and Keep Miami Gardens Beautiful) and a separate Division housed in the Stormwater Utility Fund.

The Public Works Department also oversees all City facilities and is over the Facilities Superintendent and Manager. As such, the Administrative Division has assessed the necessities of the Municipal Complex and has completed changes for operational efficiencies throughout the complex. This Fiscal Year, administration will be assessing the Parks Maintenance for efficiency.

City of Miami Gardens

FY 2017-2018 Annual Budget
Transportation Fund

PUBLIC WORKS DEPARTMENT KEEP MIAMI GARDENS BEAUTIFUL DIVISION

Mission

The Keep Miami Gardens Beautiful Program Division of the Public Works Department is responsible for the beautification activities of the City. The Division operates primarily through volunteer efforts and concentrates its efforts on right-of-way beautification and litter removal. It is responsible for City entrance signs and planted areas. The Division sponsors a number of joint programs with the Miami-Dade County Schools and with the various homeowner associations throughout the City. The Division is responsible for monitoring the City's contracts with the Florida Department of Corrections for four (4) Public Works crews responsible for the removal of litter and assist in maintaining median landscaping.

Staffing Level

Authorized Positions

Fiscal Year 2016-2017	F.T.E.
KMGB Program Manager	1
KMGB Program Coordinator	1
Sub-Total	2

Authorized Positions

Fiscal Year 2017-2018	F.T.E.
KMGB Program Manager	1
KMGB Program Coordinator	1
Sub-Total	2



Accomplishments, Goals and Objectives

FY 2016-2017 Accomplishments

- The City received the 2016 Tree City USA certification.
- The City Adopt-A Tree program gave away over 1,000 trees to our residents during the City's Annual Arbor Day celebration.
- Continued and assisted in the community garden and fruit tree farm in the Senior Citizen Center through the collaborative efforts of various City Departments and business sponsors.
- Continued increasing the tree canopy in the City per the Tree Canopy Study.
- Evaluating and implementing water saving measures.

FY 2017-2018 Goals and Objectives

- To apply for an Urban Forest and Keep America Beautiful Grant.
- Plant 500 street and right of way trees as a part of the City's tree canopy program.
- Create new community pride volunteer programs to beautify the City.
- Continue the KMGB Programs (Adopt a Road, Earth Day, Swat a Litter Bug, Beautification Awards, and Arbor Day).

Organization Chart



City of Miami Gardens

FY 2017-2018 Annual Budget Transportation Fund

PUBLIC WORKS DEPARTMENT KEEP MIAMI GARDENS BEAUTIFUL DIVISION

Division Budget

Expenditures

Category	Actual FY 11-12	Actual FY 12-13	Actual FY 13-14	Actual FY 14-15	Actual FY 15-16	Estimated FY 16-17	Budget FY 17-18
Personnel Services	\$155,202	\$157,293	\$124,379	\$125,423	\$126,643	\$127,755	\$131,765
Operating Expenses	\$59,797	\$47,118	\$36,936	\$28,199	\$31,684	\$41,815	\$41,400
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL DIVISION	\$214,999	\$204,411	\$161,315	\$153,622	\$158,327	\$169,570	\$174,165

Performance Indicators

OBJECTIVES	PERFORMANCE INDICATORS	ACTUAL FY 2016	ESTIMATED FY 2017	BUDGET FY 2018
	Recruit Volunteers for clean-up efforts.	Number of volunteer hours.	3,156	4,000
Increase the City Tree Canopy coverage to 35%.	Number of trees planted.	248	300	325
Save on potable irrigation water usage.	Number of gallons saved	28,633	35,000	36,000
Increase the road litter removal.	Number of bags picked up.	6,860	7,500	7,800
Increase the pickup efforts of the crews under the Department of Corrections.	Number of Miles of road that are picked up.	3,504	3,250	3,500
Increase the Adopt A Road sections.	Number of roads adopted.	3	3	3
Increase school outreach (environmental education)	Number of classes/workshops	14	14	15
Increase community tree care awareness	Number of workshops/seminars	1	2	3

Analysis

The Division continues to be involved with environmental education. In FY 18, the City continues to provide programs to include the Adopt a Road, Earth Day, Swat a Litter Bug, Beautification Awards, Great American Clean-up, Arbor Day and Recycling.

City of Miami Gardens

FY 2017-2018 Annual Budget Transportation Fund

PUBLIC WORKS DEPARTMENT OPERATIONS/STREETS DIVISION

Mission

The Streets Division of the Public Works Department is responsible for maintenance of the City's three hundred plus (300+) miles of streets, medians, sidewalks and street rights-of-way and ten (10) miles of canals. The Division administers the annual street paving program and pedestrian access efforts.

Staffing Level

Authorized Positions

Fiscal Year 2016-2017	F.T.E.
Landscape Superintendent	1
Code Enforcement Officer	.5
Tree Care Specialist	.25
Public Service Supervisor	6
Public Service Worker I	7
Public Service Worker II	7
Public Service Worker III	1
Irrigation Supervisor	1
Irrigation Assistant	1
<u>Irrigation Specialist</u>	<u>1</u>
Sub-Total	25.75

Authorized Positions

Fiscal Year 2017-2018	F.T.E.
Landscape Superintendent	1
Arborist	.25
Public Service Supervisor	6
Public Service Worker I	7
Public Service Worker II	7
Public Service Worker III	2
Irrigation Supervisor	.7
<u>Irrigation Specialist</u>	<u>1</u>
Sub-Total	24.95



Accomplishments, Goals and Objectives

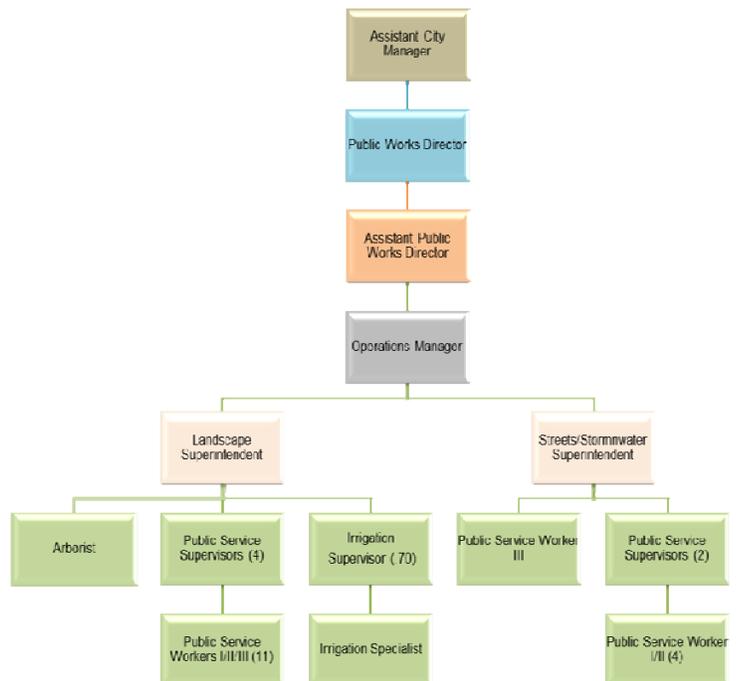
FY 2016-2017 Accomplishments

- Repaired 11,000 feet of sidewalk.
- Installed 1,543 linear feet of sidewalks by Public Works In-house personnel.
- Collected 6,607 bags of litter.
- Continued the beautification on the medians throughout the City by adding and replacing plants and trees.
- Repaired 92 potholes throughout the City.
- Maintained over 150 acres of non-irrigated swale areas.

FY 2017-2018 Goals and Objectives

- To repair over 8,000 linear feet of trip and fall sidewalks throughout the City.
- To continue paving streets and adding new sidewalks with CITT Funds through the Public Works' Engineering Division.
- Replacement of landscaping throughout the medians.
- Repair potholes, edge of roads, and sinkholes.

Organization Chart



City of Miami Gardens

FY 2017-2018 Annual Budget Transportation Fund

PUBLIC WORKS DEPARTMENT OPERATIONS/STREETS DIVISION

Division Budget

Expenditures

Category	Actual FY 11-12	Actual FY 12-13	Actual FY 13-14	Actual FY 14-15	Actual FY 15-16	Estimated FY 16-17	Budget FY 17-18
Personnel Services	\$1,375,115	\$1,280,913	\$1,293,865	\$1,267,240	\$1,281,076	\$1,286,980	\$1,510,719
Operating Expenses	\$562,428	\$527,146	\$242,307	\$264,498	\$272,546	\$375,881	\$452,921
Capital Outlay	\$57,785	\$802,747	\$43,236	\$0	\$50,590	\$0	\$7,000
Reserve	\$0	\$0	\$0	\$0	\$0	\$419,364	\$261,597
TOTAL DIVISION	\$1,995,328	\$2,610,806	\$1,579,408	\$1,531,738	\$1,604,212	\$2,082,225	\$2,232,237

Performance Indicators

OBJECTIVES	PERFORMANCE	ACTUAL	ESTIMATED	BUDGET
	INDICATORS	FY 2016	FY 2017	FY 2018
Complete all pothole repairs.	Number of potholes repaired.	92	100	125
Complete no less than 1,800 linear feet of sidewalks.	Number of linear feet of sidewalks repaired.	5,501	9,500	10,000
Complete no less than 200 linear feet of new sidewalks installed.	Number of linear feet of new sidewalks installed.	1,543	1,700	1,775
Complete no less than 300 acres of irrigated/maintained swale area.	Number of acres of irrigated/maintained swale area completed.	602	490	600
Complete no less than 150 acres of non- irrigated/ maintained swale area.	Number of acres of non-irrigated/ maintained swale area completed.	150	200	200

Analysis

To date, landscaping and street staff have focused on maintaining the existing landscape and repairs to sidewalks due to trip and fall problems through our Risk Management Office. In FY 17-18, CITT Funds will cover repaving roads and replacing/installing sidewalks and replacing broken sidewalks throughout the City under the Public Works' Engineering Division. The Street Division will repair potholes and sinkholes as needed.

City of Miami Gardens

FY 2017-2018 Annual Budget Transportation Fund

PUBLIC WORKS DEPARTMENT CITT – Capital Projects

Mission

The Division will utilize funding from the Citizens Independent Transportation Trust Fund to perform capital projects related to improving the road conditions for motorists and the safe access for pedestrians within the City's right-of-way.

Staffing Level

Authorized Positions

Fiscal Year 2016-2017	F.T.E.
Engineering Project Coordinator	2
Assistant Director	.3
Sub-Total	2.3

Authorized Positions

Fiscal Year 2017-2018	F.T.E.
Project Manager	1
Engineering Project Coordinator	1
Sub-Total	2

Accomplishments, Goals and Objectives

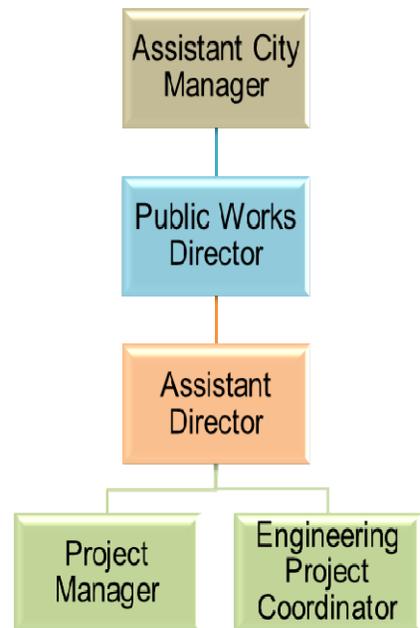
FY 2016-2017 Accomplishments

- Completed roadway improvements, including road widening, drainage, resurfacing, sidewalk repair and ADA improvements throughout the City.
- Maintained Community Service Rating (CSR).

FY 2017-2018 Goals and Objectives

- Update the Roadway Assessment Plan for the City.
- Continue the road pavement program and install/repair sidewalks City-wide.

Organization Chart



Sidewalk Project

City of Miami Gardens

FY 2017-2018 Annual Budget Transportation Fund

PUBLIC WORKS DEPARTMENT CITT – Capital Projects

Division Budget

Expenditures

Category	Actual FY 11-12	Actual FY 12-13	Actual FY 13-14	Actual FY 14-15	Actual FY 15-16	Estimated FY 16-17	Budget FY 17-18
Personnel Services	N/A	N/A	N/A	\$133,662	\$201,601	\$217,470	\$209,922
Operating Expenses	N/A	\$199,296	\$308,405	\$414,230	\$296,662	\$6,331	\$10,000
Capital Outlay	N/A	\$2,396,938	\$2,819,502	\$1,416,549	\$843,353	\$4,272,658	\$3,585,927
Reserve	N/A	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL DIVISION	N/A	\$2,596,234	\$2,596,234	\$3,127,906	\$1,341,176	\$4,496,459	\$3,805,849

Analysis

In Fiscal Year 2018, CITT Funds will cover the pavement management program to include but not limited to repaving roads and replace/install sidewalks throughout the City. In addition, specific projects are in the 5 year Capital Projects Plan for this Fiscal Year to include Vista Verde Road and Drainage Improvement Project, repaving NW 39 Ct, NW 46 Ave and from NW 200 St – 207 Dr., and NW 27-37 Ave and from NW 204 St to NW 211 St.



Vista Verde Road Improvement Project

City of Miami Gardens

FY 2017-2018 Annual Budget Transportation Fund

PUBLIC WORKS DEPARTMENT CITT – Transit

Mission

This Division will utilize the funding from Citizens Independent Transportation Trust to perform capital projects related to ADA sidewalk improvements around the bus stops, bus shelter maintenance/improvements and a bus circulator related to transit.

Staffing Level

Authorized Positions Fiscal Year 2016-2017	F.T.E.
Public Service Worker II	2
Trolley Program Manager	1
Sub-Total	3

Authorized Positions Fiscal Year 2017-2018	F.T.E.
Public Service Worker I	1
Public Service Worker II	1
Trolley Program Manager	1
Sub-Total	3

Accomplishments, Goals and Objectives

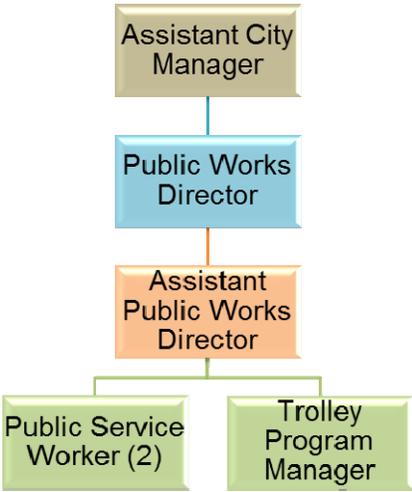
FY 2016-2017 Accomplishments

- Completed fiscal year Bus Stop Sidewalks/ADA Improvements.
- Completed certain repairs on the existing bus shelters and bus stops due to accidents and maintenance.
- The two (2) trolleys were extended into the weekend.
- Transit outreach was demonstrated in many of the City’s events to let the community know of the free bus services around the City.

FY 2017-2018 Goals and Objectives

- Continue completing extra Bus Stop Sidewalks/ADA Improvements throughout the City leading to bus stops/shelters.
- Maintain bus stops/shelters and implement the new bus and shelter advertising with a subcontractor.
- Replace weathered and damaged benches and trash receptacles as needed.
- Add technology to the routes to include Wi-Fi and monitors to advertise events for the riders.

Organization Chart



Trolley Program presenting free ridership in the City of Miami Gardens

City of Miami Gardens

FY 2017-2018 Annual Budget Transportation Fund

PUBLIC WORKS DEPARTMENT CITT – Transit

Division Budget

Expenditures

Category	Actual FY 11-12	Actual FY 12-13	Actual FY 13-14	Actual FY 14-15	Actual FY 15-16	Estimated FY 16-17	Budget FY 17-18
Personnel Services	N/A	\$62,528	\$110,391	\$132,124	\$148,438	\$168,348	\$174,844
Operating Expenses	N/A	\$247,671	\$366,346	\$401,485	\$692,860	\$863,444	\$898,690
Capital Outlay	N/A	\$70,416	\$44,562	\$79,739	\$93,065	\$70,000	\$120,000
Reserve	N/A	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL DIVISION	N/A	\$380,618	\$521,299	\$613,348	\$934,363	\$1,101,792	\$1,193,534
TOTAL TRANSPORTATION FUND	\$3,590,872	\$7,189,627	\$6,734,178	\$5,622,159	\$5,319,089	\$8,788,753	\$8,757,634

Performance Indicators

OBJECTIVES	PERFORMANCE	ACTUAL	ESTIMATED	BUDGET
	INDICATORS	FY 2016	FY 2017	FY 2018
Bus schedule efficiency.	Percentage of punctuality in bus stop arrival.	95%	94%	90%
Passenger Count	Average number of riders per month.	5800	7333	7,833
Publicity to public for services provided.	Community Outreach Events	21	48	50
Service beyond Scheduled Routes	Special Events	15	26	30

Analysis

This Fiscal Year, the City continues to focus on ADA issues at the bus shelter areas. In addition, bus shelters, benches and trash cans have been maintained. The two (2) trolleys have surpassed the ridership estimate to 80,000 riders to key points (facilities, County bus service connections and other location inside the City Limits).

This Fiscal Year, Public Works Administration through the Trolley Manager assessed the original routes and have made minor changes per surveys with City residents to increase ridership. In addition, the trolleys have extended into the weekend.

In FY 2018, the Division has budgeted for GPS, WiFi accessibility at the trolleys and other technology upgrades on the trolley.

Budget Detail by Fund

Development Services Fund



The Development Services Fund prior to FY 2015 encompassed two (2) operating Departments: Planning and Zoning Services and the Building Services Division of the Building and Code Compliance Department. In FY 2015, the Planning and Zoning Services Division is re-classified to the General Fund. Revenues to fund these activities come principally from user fees. General economic forecasts for the South Florida vicinity are used to adjust revenue estimates up or down, depending on trends.



City of Miami Gardens

FY 2017-2018 Annual Budget
Development Services Fund

FY 2017-2018 Development Services Fund Estimated Revenues

Total Development Services Fund

Revenue Type	Actual FY11-12	Actual FY12-13	Actual FY13-14	Actual FY 14-15	Actual FY 15-16	Estimated FY 16-17	Budget FY 17-18
Planning & Zoning Fees	\$441,870	\$453,364	\$292,916	\$0	\$0	\$0	\$0
Fee Surcharge	\$277,023	\$204,640	\$236,686	\$252,814	\$289,630	\$255,838	\$313,824
Building Permits	\$2,069,911	\$1,624,783	\$1,702,120	\$1,981,301	\$1,829,554	\$1,891,006	\$2,220,338
Grants	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Miscellaneous Revenue	\$2,320	\$15,764	\$46,219	\$43,388	\$26,523	\$15,722	\$6,710
Gen Fund Subsidy	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Total Development Services Fund Revenue	\$2,791,124	\$2,298,551	\$2,277,941	\$2,277,503	\$2,145,707	\$2,125,729	\$2,540,872
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Analysis

The Development Services Fund had very good years of revenue generation during FY 2005 and FY 2006. FY 2007 saw the beginning of a slowdown in the local building community. The General Fund had to provide subsidy for a couple of years.

City of Miami Gardens

FY 2017-2018 Annual Budget Development Services Fund

BUILDING SERVICES DIVISION

Mission

The Building Services Division commits to preserve the health, safety and welfare of its residents, businesses and the general public through the interpretation and enforcement of the Florida Building Code, as well as other applicable regulations governing construction and land use. The Division is committed to providing quality services to all citizens through innovation, continuous improvement, and excellence in customer service. Through orderly review, processing, issuance and inspection of building permits, we ensure construction within the City complies with the provisions of all applicable codes to enhance the general quality of life.

Staffing Level

Authorized Positions Fiscal Year 2016-2017	F.T.E.
Development Services Director	1
Building Official	1
Chief Building Inspector	1
Chief Electrical Inspector	1
Executive Secretary	.9
Plumbing Inspector	.5
Chief Mechanical Inspector	.8
Building Inspector/Plans Examiner	1.8
Senior Permit & Licensing Clerk	2
Structural Plans Examiner	.5
Assistant Development Services Director Permit & Licensing Clerk	.45 6
Total	16.95

Authorized Positions Fiscal Year 2017-2018	F.T.E.
Building Official	1
Chief Building Inspector	1
Chief Electrical Inspector	1
Executive Secretary	.9
Plumbing Inspector	.5
Chief Mechanical Inspector	1
Building Inspector/Plans Examiner	1.8
Administrative Assistant	1
Permit and License Clerk Supervisor	1
Senior Permit & Licensing Clerk	1
Structural Plans Examiner	.5
Permit & Licensing Clerk	5
Total	15.70

Accomplishments, Goals and Objectives

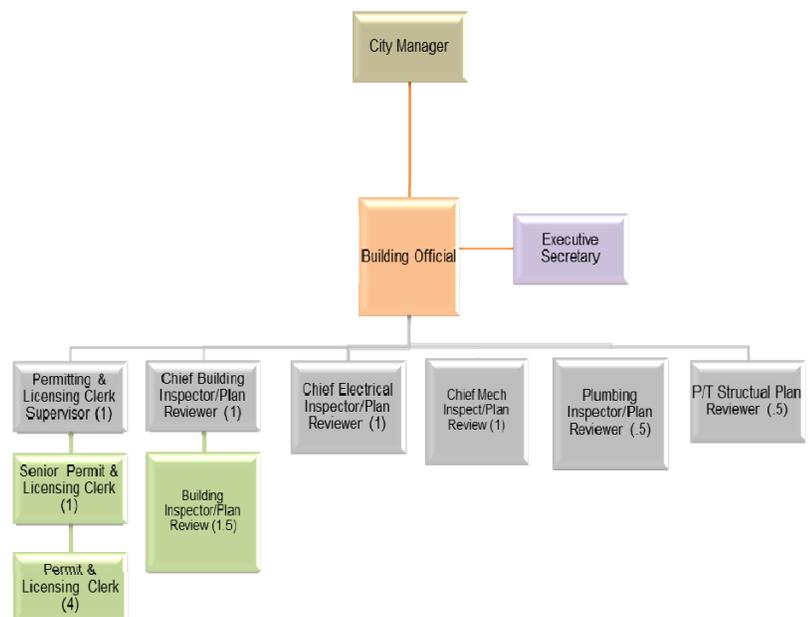
FY 2016-2017 Accomplishments

- Commenced the digitization of building plans in storage for public records.
- Initiated training of Bluebeam software.
- Conducted Customer Service Training for Building Services Division staff.
- Provided off-site training opportunities for Building Clerks.
- Maintained CRS program rating.

FY 2017-2018 Goals and Objectives

- Complete digitization of building plans for public records.
- Enhance employee development to provide exceptional internal and external customer services.
- Identify and Initiate process/service improvements.
- Maintain CRS program rating.
- Integrate Bluebeam software to provide effective electronic plan review.
- Demolish unsafe structures.

Organization Chart



City of Miami Gardens

FY 2017-2018 Annual Budget Development Services Fund

BUILDING DIVISION

Division Budget

Expenditures

Category	Actual FY 11-12	Actual FY 12-13	Actual FY 13-14	Actual FY 14-15	Actual FY 15-16	Estimated FY 16-17	Budget FY 17-18
Personnel Services	\$1,363,398	\$1,339,280	\$1,408,571	\$1,398,752	\$1,336,785	\$1,428,564	\$1,375,508
Operating Expenses	\$502,124	\$438,180	\$447,402	\$537,831	\$603,120	\$625,775	\$828,464
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$336,900
TOTAL DEPARTMENT	\$1,865,523	\$1,777,460	\$1,855,973	\$1,936,583	\$1,939,905	\$2,047,625	\$2,540,872

Performance Indicators

OBJECTIVES	PERFORMANCE	ACTUAL	ESTIMATED	BUDGET
	INDICATORS	FY 2016	FY 2017	FY 2018
Digitize building plans for public record storage.	Complete Digitization of plans for public record	Not Measured	50%	100%
Enhance employee development to provide exceptional internal and external customer services	100% attendance of staff at recommended section specific, inhouse & off site trainings	Not Measured	60%	75%
Maintain Community Rating System (CRS) rating.	Maintain Community Rating System (CRS) rating of 6	Not Measured	100%	100%
Integrate Bluebeam software to provide effective electronic plan review	Establish and implement Bluebeam software.	Not Measured	50%	100%
Identify and Initiate process/service improvements.	Update standard operating procedures manual and departmental forms on website	Not Measured	50%	100%
Identify, Inspect & Demolish Unsafe Structures	Demolish identified unsafe structures in a timely manner.	1	5	7

Analysis

In FY 2017-18, the Division expects continued effects of the driving force of development resulting from the rebounding economy and the GOB bond projects. With the persistent progress of commercial, residential and GOB Bond projects in the City, the Building Division anticipates a significant increase in the number of permits issued, plan reviews and will encounter a notable rise in inspections.

Electronic Permitting software and Interactive Voice Response system are budgeted in FY 2018 to improve customer service and work task efficiency. Increase in operating cost in FY 2018 is attributed to engaging contractual service for inspections due to increase in permit activities.

Budget Detail by Fund

Capital Projects Fund



The Capital Projects Fund is an accounting entity designed to ease the Administration of multi-year capital projects. Capital expenditures are defined as amounts expended for fixed asset acquisitions and improvements. Generally, an asset is considered a capital expenditure if over \$5,000 with an expected life of three (3) years or more.

The Division of Capital Improvement Projects is responsible for the planning, coordination, execution, supervision of all construction related capital projects in the City and for the administration of all capital funds.

Revenues in the Capital Projects Fund are determined by the secured grants and proposed or prior bond issues. For the past few years, the Division has been busy with the City Hall Project, and parks improvements. In late FY 2014, the City issued a \$60,000,000 General Obligation Bond, therefore, the Division will be busy with many projects in the coming few years. Any unspent bond proceeds of the projects will be automatically carried forward to the next fiscal year. The Five Year CIP plan will provide details of when the projects will be implemented.

City of Miami Gardens

FY 2017-2018 Annual Budget Capital Projects Fund

FY 2017-2018 Capital Projects Fund Estimated Revenues

Capital Projects Fund Revenues

Category	Actual FY 11-12	Actual FY 12-13	Actual FY 13-14	Actual FY 14-15	Actual FY 15-16	Estimated FY 16-17	Budget FY 17-18
Bonds/Loans	\$0	\$0	\$66,184,065	\$0	\$0	\$0	\$0
Transfers-In	\$895,817	\$4,918,298	\$5,204,701	\$5,123,069	\$5,905,368	\$6,063,974	\$5,346,827
Grants		\$1,611,944	\$1,981,943	\$75,076	\$38,772	\$0	\$0
Loan	\$0	\$0	\$0	\$0	\$6,000,000	\$0	\$0
Reappropriate Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$497,000
Other	\$1,366,452	\$1,826,773	\$1,578,174	\$2,000,280	\$4,887,130	\$1,131,793	\$1,089,737
TOTAL FUND	\$4,756,231	\$8,357,015	\$74,948,883	\$7,198,425	\$16,831,270	\$7,196,767	\$6,933,564



Bunche Pool construction

City of Miami Gardens

FY 2017-2018 Annual Budget

CAPITAL PROJECTS FUND OPERATING DIVISION

Mission

The Capital Projects Fund is an accounting entity designed to ease the Administration of multi-year capital projects. The Capital Budget presents project budgets for both the current and planned capital projects necessary to improve, enhance and maintain public facilities and infrastructure to meet the needs and service demands of residents and visitors.

The projects include improvements to the parks, police building, City offices and other facilities. The Department manages the architects, engineers, and construction contractors responsible for the design and construction for all City projects.

The Capital Improvement Projects strive to enrich the quality of life of City residents and visitors by delivering quality development and management of construction projects in the City's Comprehensive Development Master Plan and Bond Implementation Plan.

Staffing Level

Authorized Positions	F.T.E.
Fiscal Year 2016-2017	
Project Manager	2
CIP Coordinator	1
Sub-Total	3

Authorized Positions	F.T.E.
Fiscal Year 2017-2018	
Community Improvement Director	1
Project Manager	2
Sub-Total	3

Accomplishments, Goals and Objectives

FY 2016-2017 Accomplishments

- Completed the construction of Real Time Crime Center.
- Began installation of photovoltaic panels for Municipal Complex.
- Began renovation improvements of Betty T. Ferguson Gymnasium.
- Began construction of Bunche Pool project.
- Completed construction for Brentwood Pool fitness station.

FY 2017-2018 Goals and Objectives

- Begin installation of License Plate Readers.
- Complete construction for GO Bond projects such as Bunche Pool, Buccaneer Park Improvement, Bunche Park, Norwood Park and Pool, North Dade Optimist Park improvements.

Organization Chart



City of Miami Gardens

FY 2017-2018 Annual Budget Capital Projects Fund

CAPITAL PROJECTS FUND OPERATING DIVISION

Fund Budget

Expenditures

Category	Actual FY 11-12	Actual FY 12-13	Actual FY 13-14	Actual FY 14-15	Actual FY 15-16	Estimated FY 16-17	Budget FY 17-18
Personnel Services	\$508,026	\$529,801	\$586,570	\$336,808	\$332,279	\$333,206	\$473,389
Operating Expenses	\$138,070	\$116,509	\$164,504	\$197,003	\$1,269,203	\$59,133	\$27,230
Capital Outlay	\$9,649,083	\$31,130,025	\$12,390,065	\$4,664,148	\$0	\$0	\$0
Debt Service	\$4,184,532	\$4,610,934	\$6,071,477	\$5,829,829	\$6,611,390	\$6,536,416	\$6,432,945
TOTAL DIVISION	\$14,479,711	\$36,387,270	\$19,212,616	\$11,007,789	\$8,212,872	\$6,928,755	\$6,933,564
TOTAL CAPITAL PROJECT FUND	\$14,479,711	\$36,387,270	\$19,212,616	\$11,007,789	\$8,212,872	\$6,928,755	\$6,933,564

Performance Indicators

OBJECTIVES	PERFORMANCE INDICATORS	ACTUAL FY 2016	ESTIMATED FY 2017	BUDGET FY 2018
	Complete 100% of minor construction projects within budget.	Percentage of minor projects completed within budget.	100%	100%
Complete 100% of minor construction projects on time.	Percentage of minor projects completed on time.	50%	100%	100%
Complete 100% of assigned capital projects by scheduled date.	Percentage of major capital projects completed by the Scheduled date.	66.66%	75.00%	100%
Ensure designs of construction projects are accurate and reflect the appropriate needs of the project.	No. of change orders requested for construction project.	2	3	15

Analysis

The General Obligation Bond projects began in FY 2015 and several reached the final development phase during FY 16-17. Bunche Pool will be completed in Fall 2017 and a few other Park projects are anticipated to be completed in FY 2018. Any unspent bond proceeds from the General Obligation Bond will automatically be carried forward to the next fiscal year and the budget will then be re-appropriated accordingly.

Vacancy exists in FY 16-17 and leave payout for an employee retiring in FY 17-18 is projected increasing the personnel cost in FY 17-18.

Budget Detail by Fund

-- Stormwater Utility Fund --



The Stormwater Utility Fund was created to account for the revenues and expenditures associated with the City's Stormwater Utility. Revenues to this Fund come from a Stormwater assessment against all property in the City as well as from grants for specific projects. Assessments are determined by a property's total number of Equivalent Residential Units (ERUs). Each ERU represents 1,548 square feet of impervious surface. The rate is \$6 per ERU per month. Revenue is based on a count of existing ERUs adjusted for estimated new construction coming on-line during the fiscal year.

Actual work and supervision of the Utility's employees are handled by the Public Works Department.



City of Miami Gardens

FY 2017-2018 Annual Budget Stormwater Utility Fund

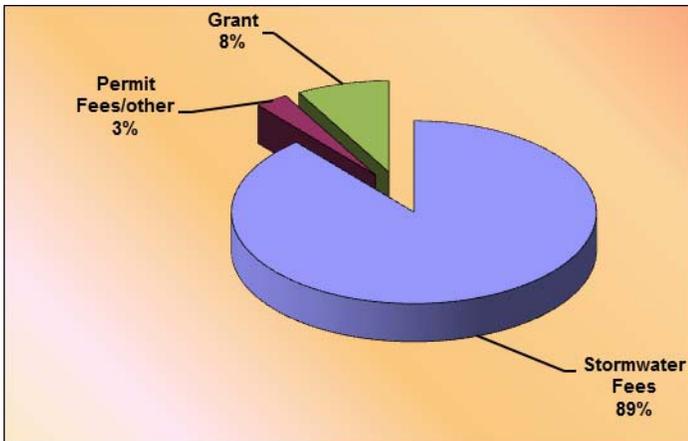
FY 2017-2018 Stormwater Utility Fund Estimated Revenues

Stormwater Utility Fund Revenues

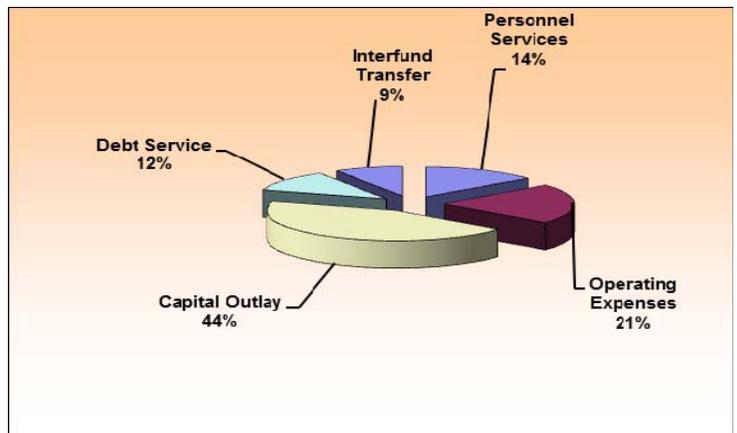
Category	Actual FY 11-12	Actual FY 12-13	Actual FY 13-14	Actual FY 14-15	Actual FY 15-16	Estimated FY 16-17	Budget FY 17-18
Stormwater Fees	\$3,658,509	\$3,427,434	\$3,738,463	\$3,464,069	\$3,395,454	\$3,382,569	\$4,910,436
Grant	\$701,670	\$0	\$38,650	\$34,000	\$129,888	\$1,244,757	\$400,000
Other	\$101,057	\$78,313	\$69,562	\$5,469	\$10,296	\$28,397	\$125,799
TOTAL FUND	\$4,461,234	\$3,505,747	\$3,846,675	\$3,503,538	\$3,535,638	\$4,655,723	\$5,436,235

Stormwater Fund Revenues/Expenditures Breakdown

Stormwater Utility Source of Revenues



Stormwater Utility Expenditure Profile



City of Miami Gardens

FY 2017-2018 Annual Budget Stormwater Utility Fund

STORMWATER UTILITY FUND OPERATING DIVISION

Mission

The mission of the Stormwater Utility is to identify and resolve flooding issues within the City. It does this through routine maintenance of drainage structures, street cleaning, construction of new drainage systems and the periodic cleaning of canals.

Staffing Level

Authorized Positions Fiscal Year 2016-2017	F.T.E.
Tree Care Specialist	.75
Administrative Analyst	1
City Engineer	1
Building Inspector/Plans Examiner	.2
Engineering Inspector	1
Superintendent	1
Street Sweeper Operator	1
Stormwater Worker III	2
Stormwater Worker I	4
Total	11.95

Authorized Positions Fiscal Year 2017-2018	F.T.E.
Arborist	.75
Administrative Analyst	1
City Engineer	1
Building Inspector/Plans Examiner	.2
Engineering Inspector	1
Superintendent	1
Street Sweeper Operator	1
Stormwater Worker III	2
Stormwater Worker I	4
Total	11.95



Accomplishments, Goals and Objectives

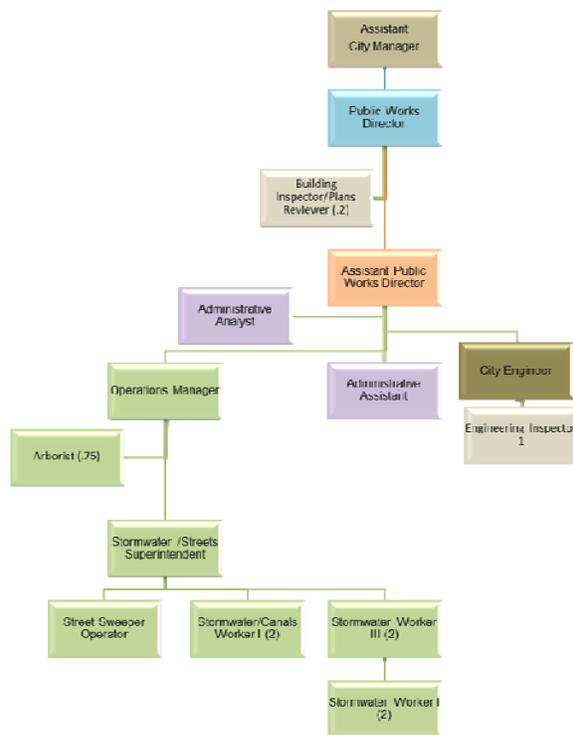
FY 2016-2017 Accomplishments

- Completed update assessment for the tax roll through the Property Appraiser's Office for the annual Stormwater fees/billing.
- Completed construction of the Vista Verde Phase #2 Drainage Improvement Project.

FY 2017-2018 Goals and Objectives

- Continue construction for the Vista Verde Stormwater Improvement Project Phase #3.
- Continue canal improvement to include culverts, erosion control, etc.
- Continue cleaning stormwater drainage systems throughout the City.

Organization Chart



City of Miami Gardens

FY 2017-2018 Annual Budget Stormwater Utility Fund

STORMWATER UTILITY FUND OPERATING DIVISION

Fund Budget

Expenditures

Category	Actual FY 11-12	Actual FY 12-13	Actual FY 13-14	Actual FY 14-15	Actual FY 15-16	Estimated FY 16-17	Budget FY 17-18
Personnel Services	\$960,488	\$800,519	\$865,858	\$783,313	\$712,343	\$704,680	\$786,370
Operating Expenses/Reserve	\$2,488,839	\$2,397,821	\$2,101,656	\$2,065,151	\$2,043,082	\$2,061,226	\$2,223,775
Capital Outlay	\$54,719	\$119,000	\$22,854	\$49,917	\$77,711	\$1,862,952	\$2,426,091
TOTAL DIVISION	\$3,504,046	\$3,317,340	\$2,990,368	\$2,898,381	\$2,833,136	\$4,628,858	\$5,436,235
TOTAL STORMWATER UTILITY FUND	\$3,504,046	\$3,317,340	\$2,990,368	\$2,898,381	\$2,833,136	\$4,628,858	\$5,436,235

Performance Indicators

OBJECTIVES	PERFORMANCE INDICATORS	ACTUAL FY 2016	ESTIMATED FY 2017	BUDGET FY 2018
	Respond to 100% of citizen requests within 48 hours.	Percent response to within 48 hours.	100%	100%
Clean and inspect no less than 600 Catch Basins.	Number of catch basins cleaned and inspected.	675	725	750
Clean and inspect no less than 12,000 linear feet of drainage piping .	Number of drainage piping cleaned and inspected.	17,491	18,000	20,000
Clean 1000 miles of streets with the sweeper.	Number of miles of streets swept.	1,724	1,750	2,000
Clean, inspect, or maintain 50 culverts.	Number of culverts cleaned, inspected or maintained.	60	50	60
Clean and inspect no less than 500 manholes.	Number of manholes cleaned and inspected.	966	850	900

Analysis

In FY 2017, routine operations continue in street cleaning and sweeping with drain/catch basin cleaning to reduce minor flooding caused by clogged drainage systems. The street sweeper was being refurbished due to age (no funds for replacement) and rusted main components – out for three (3) months. In addition, KMGB is assisting Stormwater to plant trees in the swale area. Furthermore, the Department is monitoring the maintenance of the canal by Miami-Dade County and the grass cutting of canal adjacent vegetation areas.

In FY 2018, the Stormwater Assessment is to increase by \$2 per ERU. Because of this increase, the City is able to perform more drainage improvement projects resulting in higher Capital Outlay budget for the year.

City of Miami Gardens

FY 2017-2018 Annual Budget Debt Service Fund



The Debt Service Fund was created in FY 2008 to provide transparency to the City's debt issues. User Departments make internal transfers into the Debt Service Fund in the amount of their pro-rata share of various bond issues; the payments to the bond holders are made from here.

FY 2017-2018 Debt Service Fund Estimated Revenues

Debt Service Fund Revenues

Category	Actual FY 11-12	Actual FY 12-13	Actual FY 13-14	Actual FY 14-15	Actual FY 15-16	Estimated FY 16-17	Budget FY 17-18
Property tax	0	0	0	\$4,200,807	\$4,142,743	\$4,221,701	\$4,222,285
Transfers-in	\$13,685,523	\$8,641,617	\$8,745,307	\$7,612,216	\$15,205,035	\$9,663,777	\$14,775,032
Misc. Rev.	0	0	0	\$170,000	\$132,987	\$54,000	\$0
Fund Balance	n/a	\$1,865,350	\$1,166,914	\$834,593	\$0	\$0	\$272,000
TOTAL FUND	\$13,685,523	\$10,506,967	\$9,912,221	\$12,817,616	\$19,480,765	\$13,939,478	\$19,269,317

City of Miami Gardens

FY 2017-2018 Annual Budget Debt Service Fund

DEBT SERVICE FUND

Mission

The Debt Service Fund was established to account for and pay the principal and interest on the City's various debt issues. Funds are received by inter-fund transfers from the various operating funds in proportion to the equipment or facilities purchased for them.

The use of the Debt Service Fund provides additional transparency to the general public as to the City's bonded indebtedness. Also, included in the fund are capital lease payments for equipment financed in this manner. There is no staff in this fund.

Staffing Level

Authorized Positions
Fiscal Year 2016-2017 _____ F.T.E.

No employees

Authorized Positions
Fiscal Year 2017-2018 _____ F.T.E.

No employee



Typical Bond Projects
Parks Improvements, Police vehicles, purchase of parkland, city buildings and equipment.



Accomplishments, Goals and Objectives

FY 2016-2017 Accomplishments

n/a

FY 2017-2018 Goals and Objectives

n/a



City of Miami Gardens

FY 2017-2018 Annual Budget Debt Service Fund

DEBT SERVICE FUND

Fund Budget

Category	Actual FY 11-12	Actual FY 12-13	Actual FY 13-14	Actual FY 14-15	Actual FY 15-16	Estimated FY 16-17	Budget FY 17-18
Debt Service	\$9,602,097	\$10,506,967	\$9,912,221	\$12,817,616	\$19,297,678	\$13,922,200	\$19,269,317
TOTAL DIVISION	\$9,602,097	\$10,506,967	\$9,912,221	\$12,817,616	\$19,297,678	\$13,922,200	\$19,269,317
TOTAL DEBT SERVICE FUND	\$9,602,097	\$10,506,967	\$9,912,221	\$12,817,616	\$19,297,678	\$13,922,200	\$19,269,317

Analysis

The Debt Service Fund was started mid-year in FY 2008. The increase in debt service for FY 2013 is attributed to the debt service payment of the City Hall Bond. A slight reduction in FY 2014 as two (2) of the bonds are paid off in FY 2013.

Increase in debt services for FY 2015 is attributed to the debt payments for the General Obligation Bond approved by the voters in April 2014.

Increase in FY 2016 is attributed to refinancing of the taxable bonds of an economic development property the City purchased in FY 2009. This bond had a balloon payment which was due in February 2016. The City refinanced the bond and paid off the balance of the original bond.

Increase in FY 2018 is attributed to the sale of the 15 acre economic development property resulting in the debt payment of the bond issued for the purchase of the property.



City of Miami Gardens

FY 2017-2018 Annual Budget General Fund

Revenues	Estimated 09/30/17	Manager's 2018 Budget	Notes
Property Taxes			
001-00-00-311-000-00	Ad Valorem Taxes	24,547,728	27,720,808 millage rate 6.9363
001-00-00-311-001-00	Delinquent Ad Valorem Taxes	350,000	350,000
Utility Taxes			
001-00-00-314-100-00	Electric Utility Tax	6,713,972	6,848,252
001-00-00-314-300-00	Water Utility Tax	1,145,324	1,179,684
001-00-00-314-400-00	Gas Utility Tax	227,451	229,726
001-00-00-315-510-00	Telecommunication Tax	2,223,803	2,207,682
Other Taxes			
001-00-00-316-000-00	Local Business Tax	930,000	930,000
Franchise Fees			
001-00-00-323-100-00	Electric Franchise Fee	1,782,675	1,800,000
001-00-00-323-400-00	Gas Franchise Fee	136,449	140,000
001-00-00-323-700-00	Solid Waste Franchise Fee	923,785	930,000
001-00-00-323-901-00	Towing Franchise Fees	100,000	100,000
Permits, Fees and Assessments			
001-00-00-322-001-00	Planning & Zoning Fees	750,000	670,000
001-00-00-329-100-00	Alarm Permit Fees	75,000	75,000
001-00-00-329-200-00	Landlord Permit Fees	165,000	168,000
001-00-00-329-600-00	Special Events Permit	15,000	15,000
001-00-00-329-700-00	Towing Permit Fees	900	500
001-00-00-329-800-00	Certificates of Use	470,000	470,000
001-00-00-329-900-00	Certificate of Re-Occupancy	245,000	245,000
Intergovernment Revenue			
State/Federal Shared Revenues			
001-00-00-331-202-00	Byrne Grant	70,091	6,515
001-00-00-331-203-00	Cops Grant	657,878	462,526 COPS III \$134,526, COPS IV \$328,000
001-00-00-331-250-00	US Department of Justice	60,000	60,000
001-00-00-334-200-00	State Grant - Public Safety	35,000	81,114
001-00-00-334-600-00	Human Services	2,300	2,000 Food grant for afterschool program
001-00-00-335-120-00	State Revenue Sharing	2,745,198	2,981,561 State Estimate
001-00-00-335-150-00	Alcoholic Beveral Licenses	22,000	23,000
001-00-00-335-180-00	Half-Cent Sales Tax	8,358,313	8,770,787 State Estimate
001-00-00-337-204-00	Byrne Grant - County	10,000	0
Shared Revenues: Other			
001-00-00-338-001-00	County Occupational Licenses	135,000	135,000
Charges for Services			
001-00-00-341-100-00	Recording Fees	200	200
001-00-00-341-101-00	Lien Searches	140,000	140,000
001-00-00-341-301-00	Lien Reduction Application Fee	56,000	50,000
001-00-00-341-302-00	Amesty Lien Reduction Application	476,430	350,000
001-00-00-341-900-00	Passport Fees	75,000	75,000
001-00-00-341-920-00	Election Qualifying Charges & Fees	0	0
001-00-00-342-100-00	Police Services	35,000	35,000
001-00-00-342-105-00	Off Duty Police Officer Revenue	2,500,000	2,507,947
001-00-00-347-200-00	Parks and Recreation	213,118	232,000
001-00-00-347-201-00	Daily Recreation Admissions	51,695	62,000
001-00-00-347-202-00	Recreation Facility Rentals	66,071	74,000
001-00-00-347-203-00	Youth Sports Program	134,180	134,000
001-00-00-347-204-00	Community Center Memberships	43,093	50,000
001-00-00-347-205-00	P & R Sponsorship/Fundraiser	26,756	0
001-00-00-347-206-00	Contract Classes	58,856	59,000
001-00-00-347-207-00	BTF Rentals	48,000	50,000
001-00-00-347-208-00	Showmobile Rentals	0	0
001-00-00-347-415-00	Jazz Festival	2,100,000	2,419,744
001-00-00-347-416-00	Jazz in the Garden-Vendors	40,000	0
001-00-00-347-418-00	Jazz in the Gardens - Women's Impact	29,015	0
001-00-00-347-419-00	Council Special Events Revenue	96,290	0
001-00-00-349-101-00	Vending Machines	6,564	6,600
001-00-00-349-102-00	Cost Recovery	35,000	20,000

City of Miami Gardens

FY 2017-2018 Annual Budget General Fund

Revenues- Con't	Estimated 09/30/17	Manager's 2018 Budget	Notes
Fines and Forfeitures			
001-00-00-351-100-00	3,492	4,200	Parking Fines
001-00-00-351-200-00	1,840	2,400	School Crossing Guard - Clerk
001-00-00-351-300-00	229,104	230,000	School Crossing Guard - County
001-00-00-351-500-00	63,733	72,000	Traffic Fines
001-00-00-351-510-00	976,382	750,000	Red Light Camera - County
001-00-00-354-100-00	0	0	Nuisance Abatement Fine
001-00-00-354-103-00	182,972	250,000	Code Enforcement Fines
001-00-00-359-010-00	4,050,057	4,000,000	Red Light Camera Fines
001-00-00-359-011-00	318,279	250,000	Red Light Special Master
001-00-00-359-200-00	247,707	220,000	False Alarms Fines
Miscellaneous Revenues			
001-00-00-361-100-00	123,931	125,000	Interest
001-00-00-365-000-00	12,000	50,000	Sales of Other Assets
001-00-00-366-000-00	4,000	0	Contributions and Donations
001-00-00-369-400-00	1,067,691	1,100,000	Slot Machine Revenue
001-00-00-369-900-00	40,406	10,000	Other Miscellaneous Revenues
001-00-00-369-902-00	7,000	4,000	Lobbying Registration Fees
001-00-00-369-903-00	111,949	60,000	Insurance Reimbursement
001-00-00-369-905-00	50,400	36,000	Foreclosure property registry
001-00-00-369-906-00	8,000	5,000	Rebates
001-00-00-369-907-00	18,504	18,000	Event Parking
001-00-00-369-908-00	150,000	150,000	BillBoard
001-00-00-369-908-00	68,238	65,000	Police Vehicle usage
Other Sources			
001-00-00-381-015-10	390,309	402,018	Inter Transf - Transportation
001-00-00-381-026-15	407,031	419,242	Inter Transf - Develop Svc.
001-00-00-381-029-41	263,485	271,390	Inter Transf - Stormwater
001-00-00-381-030-41	0	100,000	Inter Transfer - Repayment GF from Devl. Svc
001-00-00-384-000-00	0	0	Bond Proceeds
Fund Balance Forward			
001-00-00-389-000-00	0	4,300,000	Re-appropriation of Fund Balance

TOTAL GENERAL FUND REVENUE	\$67,925,643	\$75,761,896	
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City of Miami Gardens

FY 2017-2018 Annual Budget

General Fund

Office of the Mayor

Expenditures

	Estimated 09/30/17	Manager's 2018 Budget	Notes
Operating Expenditures			
001-11-00-511-310-00 Professional Services	154,126	80,000	Lobbying Activities
001-11-00-511-400-00 Travel and Per Diem	20,000	5,000	
001-11-00-511-480-00 Promotional Activities	5,000	5,000	
001-11-00-511-523-00 CMG Junior Council	15,000	15,000	
001-11-00-511-540-00 Books, Publications, and Dues	60,090	78,522	
001-11-00-511-550-00 Educational & Training	1,500	1,500	
Non-Operating Expenditures			
001-11-00-511-821-00 Aid to Community Organization	0	0	
Total Legislative	\$255,716	\$185,022	

City of Miami Gardens

FY 2017-2018 Annual Budget

General Fund

LEGISLATIVE

Expenditures

	Estimated 09/30/17	Manager's 2018 Budget	Notes
Personnel Services			
001-11-01-511-102-00	Regular Salaries and Wages	237,983	438,718
001-11-01-511-104-00	Overtime	13,630	13,000
001-11-01-511-106-00	Mayor's Salary	42,000	42,000
001-11-01-511-107-00	Council Salaries	72,000	72,000
001-11-01-511-201-00	FICA	28,011	42,705
001-11-01-511-202-00	Retirement	27,733	45,228
001-11-01-511-203-00	Life and Health Insurance	109,156	150,443
001-11-01-511-204-00	Workers' Compensation	361	1,721
001-11-01-511-206-00	ICMA Deferred Compensation	884	903
Operating Expenditures			
001-11-01-511-411-00	Telephone	10,927	10,900
001-11-01-511-421-00	Postage & Freight	60	0
001-11-01-511-490-00	Mayor's Expense	14,400	14,400
001-11-01-511-490-01	Mayor's Special Event	5,000	5,000
001-11-01-511-491-00	Seat 1 Expense Account	14,400	14,400
001-11-01-511-491-01	Seat 1 Special Event	5,000	5,000
001-11-01-511-492-00	Seat 2 Expense Account	14,400	14,400
001-11-01-511-492-01	Seat 2 Special Event	5,000	5,000
001-11-01-511-493-00	Seat 3 Expense Account	14,400	14,400
001-11-01-511-493-01	Seat 3 Special Event	5,000	5,000
001-11-01-511-494-00	Seat 4 Expense Account	14,400	14,400
001-11-01-511-494-01	Seat 4 Special Event	5,000	5,000
001-11-01-511-495-00	At Large Seat 5 Expense	14,400	14,400
001-11-01-511-495-01	At Large Seat 5 Special Event	5,000	5,000
001-11-01-511-496-00	At Large Seat 6 Expense	14,400	14,400
001-11-01-511-496-01	At Large Seat 6 Special Event	5,000	5,000
001-11-01-511-510-00	Office Supplies	3,500	4,600
001-11-01-511-520-00	Operating Supplies	50	5,493
001-11-01-511-550-00	Educational & Training	500	5,900
Total Legislative	\$682,595	\$969,411	

City of Miami Gardens

FY 2017-2018 Annual Budget

General Fund

OFFICE OF THE CITY MANAGER

Expenditures

	Estimated 09/30/17	Manager's 2018 Budget	Notes
Personnel Services			
001-12-01-512-102-00	Regular Salaries and Wages	888,718	924,289
001-12-01-512-104-00	Overtime	75	0
001-12-01-512-105-00	Special Pay	18,751	18,240
001-12-01-512-201-00	FICA	62,371	70,814
001-12-01-512-202-00	Retirement	138,009	151,297
001-12-01-512-203-00	Life and Health Insurance	101,631	106,830
001-12-01-512-204-00	Workers' Compensation	2,970	3,380
Operating Expenditures			
001-12-01-512-310-00	Professional Services	50,000	55,000
001-12-01-512-340-00	Other Contractual	20,000	25,000
001-12-01-512-400-00	Travel and Per Diem	4,901	9,800
001-12-01-512-421-00	Postage & Freight	100	50
001-12-01-512-440-00	Rentals & Leases	1,620	4,440
001-12-01-512-470-00	Printing & Binding	120	120
001-12-01-512-492-00	Special Events	0	0
001-12-01-512-510-00	Office Supplies	1,500	2,000
001-12-01-512-520-00	Operating Supplies	4,050	2,000
001-12-01-512-540-00	Books, Publications, and Dues	3,360	3,340
001-12-01-512-550-00	Educational & Training	5,000	7,710
Operating Expenditures			
001-12-01-512-991-00	Working Capital Reserve	13,929	50,000
Total City Manager		\$1,317,105	\$1,434,310

City of Miami Gardens

FY 2017-2018 Annual Budget

General Fund

OFFICE OF THE CITY MANAGER

Public Affairs Office

Expenditures

	Estimated 09/30/17	Manager's 2018 Budget	Notes
Personnel Services			
001-12-02-512-102-00	Regular Salaries and Wages	180,859	186,321
001-12-02-512-105-00	Special Pay	3,600	3,600
001-12-02-512-201-00	FICA	13,953	14,393
001-12-02-512-202-00	Retirement	13,601	14,925
001-12-02-512-203-00	Life and Health Insurance	17,443	17,561
001-12-02-512-204-00	Workers' Compensation	279	288
Operating Expenditures			
001-12-02-512-310-00	Professional Services	135,000	69,000
001-12-02-512-400-00	Travel & Per Diem	1,240	1,750
001-12-02-512-421-00	Postage & Freight	300	300
001-12-02-512-440-00	Rentals and Leases	7,500	30,000
001-12-02-512-470-00	Printing & Binding	2,000	7,500
001-12-02-512-492-00	Special Events	625,910	425,000
001-12-02-512-493-00	Software License	4,500	1,700
001-12-02-512-494-00	Advertising	35,000	45,000
001-12-02-512-497-00	Other Obligations	1,200	0
001-12-02-512-498-00	Jazz in the Gardens	3,921,608	3,091,000
001-12-02-512-510-00	Office Supplies	4,000	1,700
001-12-02-512-520-00	Operating Supplies	8,000	5,000
001-12-02-512-540-00	Books, Publications, and Dues	8,840	5,710
001-12-02-512-550-00	Educational & Training	500	2,095
Total Media & Special Events		\$4,985,333	\$3,922,843

City of Miami Gardens

FY 2017-2018 Annual Budget

General Fund

OFFICE OF THE CITY CLERK

Expenditures

	Estimated 09/30/17	Manager's 2018 Budget	Notes	
Personnel Services				
001-13-01-513-102-00	Regular Salaries and Wages	378,259	286,116	
001-13-01-513-104-00	Overtime	1,338	1,200	
001-13-01-513-105-00	Special Pay	2,400	2,400	
001-13-01-513-201-00	FICA	23,464	22,460	
001-13-01-513-202-00	Retirement	32,470	31,932	
001-13-01-513-203-00	Life and Health Insurance	34,570	37,479	
001-13-01-513-204-00	Workers' Compensation	448	413	
Operating Expenditures				
001-13-01-513-310-00	Professional Services	500	300	
001-13-01-513-340-00	Other Contractual	5,000	5,000	
001-13-01-513-400-00	Travel and Per Diem	1,117	1,230	
001-13-01-513-440-00	Rentals & Leases	7,195	6,200	
001-13-01-513-470-00	Printing and Binding	100	100	
001-13-01-513-480-00	Promotional Activities	0	200	
001-13-01-513-491-00	Election	151,920	40,000	
001-13-01-513-494-00	Advertising	10,000	9,000	Legal Ads
001-13-01-513-510-00	Office Supplies	3,000	3,000	
001-13-01-513-520-00	Operating Supplies	1,500	1,500	
001-13-01-513-540-00	Books, Publications, and Dues	1,370	1,500	
001-13-01-513-550-00	Educational & Training	700	700	
Non-Operating Expenditures				
001-13-01-513-820-00	Commission for Women	0	0	
Total City Clerk	\$655,352	\$450,730		

City of Miami Gardens

FY 2017-2018 Annual Budget

General Fund

FINANCE DEPARTMENT

Expenditures

	Estimated 09/30/17	Manager's 2018 Budget	Notes
Personnel Services			
001-13-02-513-102-00	Regular Salaries and Wages	487,953	808,472
001-13-02-513-104-00	Overtime	713	0
001-13-02-513-105-00	Special Pay	3,415	3,600
001-13-02-513-201-00	FICA	34,891	56,212
001-13-02-513-202-00	Retirement	58,578	90,455
001-13-02-513-203-00	Life and Health Insurance	45,556	66,047
001-13-02-513-204-00	Workers' Compensation	753	1,102
Operating Expenditures			
001-13-02-513-310-00	Professional Services	16,680	6,100
001-13-02-513-320-00	Accounting and Auditing	88,204	65,000 Annual Audit
001-13-02-513-400-00	Travel and Per Diem	350	3,962
001-13-02-513-493-00	Software License	0	0
001-13-02-513-510-00	Office Supplies	2,585	3,030
001-13-02-513-520-00	Operating Supplies	3,000	2,870
001-13-02-513-540-00	Books, Publications, and Dues	1,115	1,115
001-13-02-513-550-00	Educational & Training	1,190	1,580
Total Finance	\$744,983	\$1,109,545	

City of Miami Gardens

FY 2017-2018 Annual Budget

General Fund

HUMAN RESOURCES DEPARTMENT

Expenditures

	Estimated 09/30/17	Manager's 2018 Budget	Notes
Personnel Services			
001-13-03-513-102-00	Regular Salaries and Wages	571,631	612,297
001-13-03-513-104-00	Overtime	2,834	1,500
001-13-03-513-105-00	Special Pay	6,600	6,600
001-13-03-513-201-00	FICA	43,333	47,423
001-13-03-513-202-00	Retirement	60,993	67,871
001-13-03-513-203-00	Life and Health Insurance	57,140	63,667
001-13-03-513-204-00	Workers' Compensation	772	886
001-13-03-513-231-00	Retirees Insurance Stipends	81,379	106,404
Operating Expenditures			
001-13-03-513-310-00	Professional Services	63,681	61,500
001-13-03-513-313-00	Background Verifications	13,000	7,015
001-13-03-513-314-00	Drug & Physical	21,610	40,482
001-13-03-513-316-00	Psychological/Physical Testing	22,550	25,000
001-13-03-513-400-00	Travel and Per Diem	9,372	5,960
001-13-03-513-421-00	Postage & Freight	94	300
001-13-03-513-440-00	Rentals and Leases	3,857	3,180
001-13-03-513-470-00	Printing & Binding	250	250
001-13-03-513-493-00	Software License	9,950	10,000
001-13-03-513-510-00	Office Supplies	3,000	4,500
001-13-03-513-520-00	Operating Supplies	3,500	3,500
001-13-03-513-540-00	Books, Publications, Dues	1,343	2,260
001-13-03-513-550-00	Educational & Training	6,540	5,800
Total Human Resources		\$983,429	\$1,076,395

City of Miami Gardens

FY 2017-2018 Annual Budget

General Fund

OFFICE OF THE CITY ATTORNEY

Expenditures

	Estimated 09/30/17	Manager's 2018 Budget	Notes
Personnel Services			
001-14-00-514-102-00	Salaries	358,512	369,426
001-14-00-514-105-00	Special Pay	10,800	10,800
001-14-00-514-201-00	FICA	25,431	27,069
001-14-00-514-202-00	Retirement	54,934	59,785
001-14-00-514-203-00	Life and Health Insurance	45,520	46,265
001-14-00-514-204-00	Workers' Compensation	436	570
Operating Expenditures			
001-14-00-514-310-00	Professional Services	80,000	60,000 For Litigation and outside Counsel Service
001-14-00-514-330-00	Court Reporter Services	0	500
001-14-00-514-340-00	Other Contractual	0	0
001-14-00-514-400-00	Travel and Per Diem	1,996	2,500
001-14-00-514-421-00	Postage & Freight	250	250
001-14-00-514-440-00	Rentals and Leases	1,800	1,800
001-14-00-514-510-00	Office Supplies	1,900	2,500
001-14-00-514-520-00	Operating Supplies	0	200
001-14-00-514-540-00	Books, Publications, and Dues	5,000	6,000
001-14-00-514-550-00	Educational & Training	1,540	1,500
Total City Attorney	\$588,119	\$589,165	

City of Miami Gardens

FY 2017-2018 Annual Budget

General Fund

Expenditures

PLANNING & ZONING OFFICE

		Estimated 09/30/17	Manager's 2018 Budget	Notes
Personnel Services				
001-15-01-515-102-00	Regular Salaries & Wages	129,277	299,691	
001-15-01-515-105-00	Special Pay	2,046	4,800	
001-15-01-515-201-00	FICA	11,233	23,285	
001-15-01-515-202-00	Retirement	11,888	24,006	
001-15-01-515-203-00	Life & Health Insurance	12,962	31,850	
001-15-01-515-204-00	Workers' Compensation	119	477	
Operating Expenditures				
001-15-01-515-310-00	Professional Services	36,700	55,000	
001-15-01-515-340-00	Contractual Service	285,000	320,777	
001-15-01-515-400-00	Travel and Per Diem	0	3,088	
001-15-01-515-470-00	Printing & Binding	550	1,200	
001-15-01-515-493-00	Software License	1,000	3,850	
001-15-01-515-494-00	Advertising	11,010	10,000	
001-15-01-515-510-00	Office Supplies	1,000	1,200	
001-15-01-515-520-00	Operating Supplies	390	0	
001-15-01-515-540-00	Books, Publications and Dues	1,080	2,040	
001-15-01-515-550-00	Education & Training	300	1,590	
Total P&Z Division		\$504,555	\$782,854	

City of Miami Gardens

FY 2017-2018 Annual Budget

General Fund

PUBLIC SAFETY DEPARTMENT

Police School Crossing Guard Program Division

Expenditures

	Estimated 09/30/17	Manager's 2018 Budget	Notes
Personnel Services			
001-21-00-521-102-00	81,252	71,572	
001-21-00-521-103-00	315,000	320,000	
001-21-00-521-104-00	2,600	3,000	
001-21-00-521-105-00	2,760	2,761	
001-21-00-521-201-00	30,724	30,396	
001-21-00-521-202-00	30,202	31,961	
001-21-00-521-203-00	11,708	6,147	
001-21-00-521-204-00	11,574	9,380	
001-21-00-521-206-00	1,993	1,490	
Operating Expenditures			
001-21-00-521-400-00	750	1,000	
001-21-00-521-510-00	500	500	
001-21-00-521-520-00	1,500	1,500	
001-21-00-521-525-00	3,000	3,000	
001-21-00-521-540-00	50	200	
001-21-00-521-550-00	550	500	
Total School Crossing Guards	\$494,163	\$483,407	

City of Miami Gardens

FY 2017-2018 Annual Budget

General Fund

PUBLIC SAFETY DEPARTMENT

Police Administration Division

Expenditures

	Estimated 09/30/17	Manager's 2018 Budget	Notes
Personnel Services			
001-21-01-521-102-00 Regular Salaries and Wages	17,054,506	18,335,083	
001-21-01-521-104-00 Overtime	1,713,082	1,764,475	
001-21-01-521-105-00 Special Pay	336,730	349,063	
001-21-01-521-106-00 Off Duty Services	1,259,794	1,300,000	
001-21-01-521-201-00 FICA	1,532,356	1,630,947	
001-21-01-521-202-00 Retirement	3,578,064	4,195,365	
001-21-01-521-203-00 Life and Health Insurance	1,729,555	1,984,962	
001-21-01-521-204-00 Workers' Compensation	503,206	468,983	
001-21-01-521-206-00 ICMA Deferred Comp - Benefit	111,920	87,899	
Operating Expenditures			
001-21-01-521-310-00 Professional Services	331,613	264,050	
001-21-01-521-340-00 Other Contractual	107,766	98,000	
001-21-01-521-400-00 Travel and Per Diem	45,235	40,735	
001-21-01-521-410-00 Communications Svc.	25,000	30,150	
001-21-01-521-411-00 Telephones	26,064	21,000	
001-21-01-521-421-00 Postage & Freight	7,500	6,800	
001-21-01-521-434-00 Cable T.V. service	808	960	
001-21-01-521-440-00 Rentals and Leases	27,347	29,172	
001-21-01-521-470-00 Printing & Binding	20	0	
001-21-01-521-493-00 Software License	12,370	121,985	Real Time Crime Center softwares license
001-21-01-521-494-00 Advertising	300	300	
001-21-01-521-510-00 Office Supplies	3,500	3,500	
001-21-01-521-520-00 Operating Supplies	99,572	99,000	
001-21-01-521-540-00 Books, Publications, and Dues	3,750	4,400	
001-21-01-521-550-00 Educational & Training	10,000	40,000	
Capital Outlay			
001-21-01-521-640-00 Equipment	93,800	0	
Capital Outlay			
001-21-01-521-821-00 Contribution to Non Profit Organization	0	15,000	Crime Watch
Total Police	\$28,613,858	\$30,891,829	

City of Miami Gardens

FY 2017-2018 Annual Budget

General Fund

PUBLIC SAFETY DEPARTMENT

Police Investigations Division

Expenditures

	Estimated 09/30/17	Manager's 2018 Budget	Notes
Operating Expenditures			
001-21-02-521-310-00 Professional Services	1,754	2,000	
001-21-02-521-350-00 Investigations	6,500	5,500	
001-21-02-521-400-00 Travel and Per Diem	2,400	1,000	
001-21-02-521-440-00 Rentals and Leases	48,000	48,000	
001-21-02-521-460-00 Repairs & Maintenance	500	0	
001-21-02-521-510-00 Office Supplies	5,500	5,500	
001-21-02-521-520-00 Operating Supplies	5,000	5,000	
Total Police Investigations	\$69,654	\$67,000	

City of Miami Gardens

FY 2017-2018 Annual Budget

General Fund

PUBLIC SAFETY DEPARTMENT

Police Operations Division

Expenditures

	Estimated 09/30/17	Manager's 2018 Budget	Notes
Operating Expenditures			
001-21-03-521-340-00 Contractual Services	0	0	
001-21-03-521-440-00 Rentals and Leases	26,000	28,000	
001-21-03-521-460-00 Repairs and Maintenance Service	4,933	6,500	
001-21-03-521-510-00 Office Supplies	500	2,000	
001-21-03-521-520-00 Operating Supplies	11,754	7,300	
001-21-03-521-540-00 Books, Publications, and Dues	900		
Total Police Operations	\$44,087	\$43,800	

City of Miami Gardens

FY 2017-2018 Annual Budget

General Fund

PUBLIC SAFETY DEPARTMENT

Police Support Services Division

Expenditures

	Estimated 09/30/17	Manager's 2018 Budget	Notes
Operating Expenditures			
001-21-04-521-310-00 Professional Services	43,090	42,460	
001-21-04-521-440-00 Rentals and Leases	36,000	0	
001-21-04-521-460-00 Repairs and Maintenance Service	25,000	43,413	
001-21-04-521-470-00 Printing & Binding	12,000	10,000	
001-21-04-521-497-00 Other Obligations	1,450	1,450	
001-21-04-521-510-00 Office Supplies	5,000	5,000	
001-21-04-521-520-00 Operating Supplies	52,000	54,000	
001-21-04-521-525-00 Uniforms	36,500	108,680	Bullet Proof vest replacement
Total Police Support	\$211,040	\$265,003	

City of Miami Gardens

FY 2017-2018 Annual Budget

General Fund

PUBLIC SAFETY DEPARTMENT

Cops Grant

Expenditures

	Estimated 09/30/17	Manager's 2018 Budget	Notes
Personnel Services			
001-21-06-521-102-00 Regular Salaries and Wages	583,609	604,670	
001-21-06-521-104-00 Overtime	66,443	68,437	
001-21-06-521-105-00 Special Pay	12,300	13,640	
001-21-06-521-106-00 Off Duty Service	143,870	143,000	
001-21-06-521-201-00 FICA	58,612	61,673	
001-21-06-521-202-00 Retirement	141,525	157,595	
001-21-06-521-203-00 Life and Health Insurance	73,345	82,417	
001-21-06-521-204-00 Worker's Compensation	17,676	14,799	
Total Police COPS II	\$1,097,380	\$1,146,231	

City of Miami Gardens

FY 2017-2018 Annual Budget

General Fund

PUBLIC SAFETY DEPARTMENT

COPS III

Expenditures

	Estimated 09/30/17	Manager's 2018 Budget	Notes
Personnel Services			
001-21-07-521-102-00 Regular Salaries and Wages	580,306	592,445	
001-21-07-521-104-00 Overtime	91,382	94,124	
001-21-07-521-105-00 Special Pay	19,738	20,840	
001-21-07-521-106-00 Off Duty Service	174,745	175,000	
001-21-07-521-201-00 FICA	64,263	65,938	
001-21-07-521-202-00 Retirement	144,308	161,000	
001-21-07-521-203-00 Life and Health Insurance	68,378	68,931	
001-21-07-521-204-00 Worker's Compensation	16,962	12,575	
Total Police COPS III	\$1,160,082	\$1,190,853	

City of Miami Gardens

FY 2017-2018 Annual Budget

General Fund

PUBLIC SAFETY DEPARTMENT
COPS IV

Expenditures

	Estimated 09/30/17	Manager's 2018 Budget	Notes
Personnel Services			
001-21-08-521-102-00 Regular Salaries and Wages	532,355	606,764	
001-21-08-521-104-00 Overtime	57,447	59,171	
001-21-08-521-105-00 Special Pay	7,782	8,080	
001-21-08-521-106-00 Off Duty Service	67,165	67,000	
001-21-08-521-201-00 FICA	49,871	54,935	
001-21-08-521-202-00 Retirement	131,449	155,037	
001-21-08-521-203-00 Life and Health Insurance	69,593	84,849	
001-21-08-521-204-00 Worker's Compensation	12,570	14,473	
001-21-08-521-206-00 ICMA Deferred Comp - Benefit	0	0	
Operating Expenditures			
001-21-08-521-520-00 Operating Supplies	1,337	0	
Total Police COPS IV	\$929,569	\$1,050,309	

City of Miami Gardens

FY 2017-2018 Annual Budget

General Fund

CODE COMPLIANCE DIVISION

Expenditures

	Estimated 09/30/17	Manager's 2018 Budget	Notes
Personnel Services			
001-29-01-529-102-00	Regular Salaries and Wages	904,487	1,017,957
001-29-01-529-104-00	Overtime	7,000	6,500
001-29-01-529-105-00	Special Pay	7,091	10,202
001-29-01-529-201-00	FICA	69,201	77,803
001-29-01-529-202-00	Retirement	69,415	82,067
001-29-01-529-203-00	Life and Health Insurance	117,981	154,608
001-29-01-529-204-00	Workers' Compensation	9,000	9,507
Operating Expenditures			
001-29-01-529-310-00	Professional Services	16,000	14,800
001-29-01-529-340-00	Other Contractual	20,000	20,000
001-29-01-529-400-00	Travel and Per Diem	1,838	2,486
001-29-01-529-421-00	Postage & Freight	100	100
001-29-01-529-440-00	Rentals and Leases	11,306	13,000
001-29-01-529-470-00	Printing & Binding	9,550	9,500
001-29-01-529-510-00	Office Supplies	4,400	4,500
001-29-01-529-520-00	Operating Supplies	5,000	6,850
001-29-01-529-525-00	Uniforms	1,500	4,500
001-29-01-529-540-00	Books, Publications, and Dues	1,455	1,425
001-29-01-529-550-00	Educational & Training	3,810	5,295
Total Code Enforcement		\$1,259,134	\$1,441,100

City of Miami Gardens

FY 2017-2018 Annual Budget

General Fund

PARKS & RECREATION DEPARTMENT

Recreation Division

Expenditures

	Estimated 09/30/17	Manager's 2018 Budget	Notes
Personnel Services			
001-72-00-572-102-00	Regular Salaries and Wages	876,941	954,639
001-72-00-572-104-00	Overtime	10,000	7,500
001-72-00-572-105-00	Special Pay	7,900	8,281
001-72-00-572-201-00	FICA	68,173	73,015
001-72-00-572-202-00	Retirement	79,126	86,499
001-72-00-572-203-00	Life and Health Insurance	90,251	130,807
001-72-00-572-204-00	Workers' Compensation	19,000	19,047
Operating Expenditures			
001-72-00-572-310-00	Professional Services	6,400	12,500
001-72-00-572-340-00	Other Contractual	121,399	131,380
001-72-00-572-341-00	Other Contractual - Maintenance	0	3,949
001-72-00-572-400-00	Travel and Per Diem	600	1,500
001-72-00-572-411-00	Telephone	1,589	2,700
001-72-00-572-421-00	Postage & Freight	76,044	75,100
001-72-00-572-431-00	Electricity	122,765	130,900
001-72-00-572-432-00	Water	51,750	52,700
001-72-00-572-433-00	Gas	120	120
001-72-00-572-440-00	Rentals and Leases	57,697	48,312
001-72-00-572-460-00	Repairs and Maintenance	25,000	0
001-72-00-572-461-00	Repairs & Maint - Maintenance	0	12,550
001-72-00-572-470-00	Printing & Binding	4,050	4,800
001-72-00-572-493-00	Software	0	0
001-72-00-572-497-00	Other Obligations	32,000	46,637
001-72-00-572-510-00	Office Supplies	4,200	4,500
001-72-00-572-520-00	Operating Supplies	80,312	74,250
001-72-00-572-525-00	Uniforms	3,500	2,500
001-72-00-572-540-00	Books, Publications, and Dues	500	2,750
001-72-00-572-550-00	Educational & Training	4,395	0
Capital Outlay			
001-72-00-572-643-00	Computer Software	0	28,110 Recreation Management Software
Non-Operating Expenditures			
001-72-00-572-991-00	Reserve for New Parks facilities operations	0	353,178
Total P&R Recreation	\$1,743,712	\$2,268,224	

City of Miami Gardens

FY 2017-2018 Annual Budget

General Fund

PARKS & RECREATION

Maintenance Division

Expenditures

	Estimated 09/30/17	Manager's 2018 Budget	Notes
Personnel Services			
001-72-01-572-102-00	Regular Salaries and Wages	606,126	738,937
001-72-01-572-104-00	Overtime	8,361	7,000
001-72-01-572-105-00	Special Pay	5,438	6,781
001-72-01-572-201-00	FICA	45,816	56,668
001-72-01-572-202-00	Retirement	46,397	59,756
001-72-01-572-203-00	Life and Health Insurance	103,279	131,232
001-72-01-572-204-00	Workers' Compensation	21,000	23,475
Operating Expenditures			
001-72-01-572-310-00	Professional Services	54,500	0
001-72-01-572-340-00	Other Contractual	42,000	53,600 Solid Waste Disposal
001-72-01-572-343-00	Park Maintenance Contract	113,500	0
001-72-01-572-431-00	Electricity	2,940	3,155
001-72-01-572-432-00	Water	2,100	3,125
001-72-01-572-434-00	Cable T.V. service	1,342	1,380
001-72-01-572-440-00	Rentals and Leases	15,000	15,600
001-72-01-572-460-00	Repairs and Maintenance Serv	58,500	30,800
001-72-01-572-497-00	Other Obligations	3,526	5,397
001-72-01-572-510-00	Office Supplies	0	300
001-72-01-572-520-00	Operating Supplies	20,000	20,000
001-72-01-572-525-00	Uniforms	5,000	5,645
001-72-01-572-531-00	Landscape Supplies/Materials	14,000	10,000
001-72-01-572-550-00	Educational & Training	0	500
Capital Outlay			
001-72-01-572-640-00	Machinery and Equipment	0	20,000 (2) Riding Mowers
Total P&R Maintenance	\$1,168,825	\$1,193,351	

City of Miami Gardens

FY 2017-2018 Annual Budget

General Fund

PARKS & RECREATION DEPARTMENT

Community Center Division

Expenditures

	Estimated 09/30/17	Manager's 2018 Budget	Notes
Personnel Services			
001-72-02-572-102-00	Regular Salaries and Wages	780,571	653,871
001-72-02-572-104-00	Overtime	37,649	7,500
001-72-02-572-105-00	Special Pay	3,185	1,801
001-72-02-572-201-00	FICA	62,079	49,745
001-72-02-572-202-00	Retirement	61,398	52,001
001-72-02-572-203-00	Life and Health Insurance	105,952	75,276
001-72-02-572-204-00	Workers' Compensation	18,236	17,733
Operating Expenditures			
001-72-02-572-310-00	Professional Services	38,000	19,500
001-72-02-572-340-00	Other Contractual	9,075	8,755
001-72-02-572-341-00	Other Contractual - Maintenance	0	11,148
001-72-02-572-344-00	Instructors payments	50,000	41,300
001-72-02-572-400-00	Travel & Per Diem	0	1,000
001-72-02-572-411-00	Telephone	5,640	5,700
001-72-02-572-431-00	Electricity	144,180	145,000
001-72-02-572-432-00	Water	25,638	25,638
001-72-02-572-433-00	Gas	166	192
001-72-02-572-440-00	Rentals and Leases	12,000	5,500
001-72-02-572-460-00	Repairs and Maintenance Service	74,435	25,136
001-72-02-572-461-00	Repairs & Maintenance - Bldg.	0	39,774
001-72-02-572-470-00	Printing & Binding	500	0
001-72-02-572-497-00	Other Obligation	11,811	18,427
001-72-02-572-510-00	Office Supplies	3,800	4,500
001-72-02-572-520-00	Operating Supplies	22,200	25,000
001-72-02-572-525-00	Uniforms	5,000	4,000
001-72-02-572-531-00	Landscape Supplies/Materials	3,000	0
001-72-02-572-540-00	Memberships & Subscriptions	160	500
001-72-02-572-550-00	Educational & Training	697	0
Total BTF Community Center		\$1,475,372	\$1,238,997

City of Miami Gardens

FY 2017-2018 Annual Budget

General Fund

PARKS & RECREATION DEPARTMENT

Athletics Program

Expenditures

	Estimated 09/30/17	Manager's 2018 Budget	Notes
Personnel Services			
001-72-04-572-102-00	Regular Salaries and Wages	267,871	484,475
001-72-04-572-104-00	Overtime	34,138	11,000
001-72-04-572-105-00	Special Pay	3,531	4,201
001-72-04-572-201-00	FICA	22,473	37,219
001-72-04-572-202-00	Retirement	21,135	39,251
001-72-04-572-203-00	Life and Health Insurance	54,853	87,548
001-72-04-572-204-00	Workers' Compensation	8,634	7,167
001-72-04-572-206-00	Deferred Compensation	2,782	3,165
Operating Expenditures			
001-72-04-572-310-00	Professional Services	129,978	108,500
001-72-04-572-340-00	Other Contractual Services	367,975	383,000
001-72-04-572-400-00	Travel and Per Diem	0	3,000
001-72-04-572-440-00	Rental and Leases	35,000	22,800
001-72-04-572-450-00	Insurance	12,000	12,000
001-72-04-572-470-00	Printing & Binding	2,500	2,500
001-72-04-572-493-00	Software	5,716	0
001-72-04-572-510-00	Office Supplies	360	400
001-72-04-572-520-00	Operating Supplies	123,450	115,500
001-72-04-572-540-00	Memberships & Subscriptions	10,755	8,000
001-72-04-572-550-00	Educational & Training	99	5,000
Total Athletic Division	\$1,103,250	\$1,334,726	

City of Miami Gardens

FY 2017-2018 Annual Budget

General Fund

GENERAL SERVICES

Office of Procurement Management

Expenditures

	Estimated 09/30/17	Manager's 2018 Budget	Notes
Personnel Services			
001-13-05-513-102-00	Regular Salaries and Wages	252,434	302,246
001-13-05-513-105-00	Special Pay	3,000	3,000
001-13-05-513-201-00	FICA	19,750	23,170
001-13-05-513-202-00	Retirement	32,741	38,795
001-13-05-513-203-00	Life and Health Insurance	28,859	38,771
001-13-05-513-204-00	Workers' Compensation	340	466
Operating Expenditures			
001-13-05-513-310-00	Professional Services	0	0
001-13-05-513-400-00	Travel & Per Diem	1,200	1,250
001-13-05-513-421-00	Postage & Freight	40	50
001-13-05-513-440-00	Rentals and Leases	1,567	1,500
001-13-05-513-470-00	Printing	620	0
001-13-05-513-493-00	Software License	20,490	20,500
001-13-05-513-510-00	Office Supplies	1,400	2,000
001-13-05-513-520-00	Operating Supplies	650	500
001-13-05-513-540-00	Books, Publications, and Dues	710	800
001-13-05-513-550-00	Educational & Training	2,500	920
Total Office of Procurement Management		\$366,301	\$433,968

City of Miami Gardens

FY 2017-2018 Annual Budget

General Fund

GENERAL SERVICES

Office of Information Technology

Expenditures

	Estimated 09/30/17	Manager's 2018 Budget	Notes	
Personnel Services				
001-16-01-516-102-00	Regular Salaries and Wages	586,310	636,649	
001-16-01-516-104-00	Overtime	31,600	7,500	
001-16-01-516-105-00	Special Pay	4,800	5,401	
001-16-01-516-201-00	FICA	47,117	48,898	
001-16-01-516-202-00	Retirement	46,900	68,563	
001-16-01-516-203-00	Life and Health Insurance	64,492	74,937	
001-16-01-516-204-00	Workers' Compensation	950	979	
Operating Expenditures				
001-16-01-516-310-00	Professional Services	101,643	80,078	
001-16-01-516-400-00	Travel & Per Diem	12,800	7,720	
001-16-01-516-410-00	Communications Svc.	312,505	312,550	
001-16-01-516-411-00	Telephone Services	10,165	10,920	
001-16-01-516-421-00	Postage & Freight	100	100	
001-16-01-516-440-00	Rental & Leases	1,200	1,200	
001-16-01-516-460-00	Repairs and Maintenance Service	139,603	249,066	
001-16-01-516-493-00	Software License	592,804	663,363	
001-16-01-516-510-00	Office Supplies	2,000	1,600	
001-16-01-516-520-00	Operating Supplies	7,842	6,100	
001-16-01-516-521-00	Computers	96,000	100,543	Replacement of laptops
001-16-01-516-524-00	Computer software < \$5K	2,000	2,000	
001-16-01-516-525-00	Uniforms	500	500	
001-16-01-516-540-00	Books, Publications, and Dues	1,290	885	
001-16-01-516-550-00	Educational & Training	15,000	7,280	
Operating Expenditures				
001-16-01-516-642-00	Computer Hardware Upgrade	29,534	97,730	Fire Wall/Servers replacement
001-16-01-516-643-00	Computer Software	2,000	45,760	Eden Cashiering Software
Total IT	\$2,109,155	\$2,430,322		

City of Miami Gardens

FY 2017-2018 Annual Budget

General Fund

GENERAL SERVICES

Fleet Division

Expenditures

	Estimated 09/30/17	Manager's 2018 Budget	Notes
Personnel Services			
001-19-03-519-102-00	Regular Salaries and Wages	173,411	178,646
001-19-03-519-104-00	Overtime	3,000	1,000
001-19-03-519-105-00	Special Pay	3,369	3,600
001-19-03-519-201-00	FICA	13,417	13,687
001-19-03-519-202-00	Retirement	12,987	14,391
001-19-03-519-203-00	Life and Health Insurance	21,055	21,126
001-19-03-519-204-00	Workers' Compensation	2,345	2,351
Operating Expenditures			
001-19-03-519-310-00	Professional Services	200	500
001-19-03-519-400-00	Travel & Per Diem	1,500	1,500
001-19-03-519-440-00	Rentals & Leases	752	410
001-19-03-519-460-00	Repairs and Maintenance Service	890,000	700,000
001-19-03-519-510-00	Office Supplies	500	500
001-19-03-519-520-00	Operating Supplies	1,000	16,000
001-19-03-519-527-00	Gasoline & Lubricants	675,664	699,400
001-19-03-519-540-00	Books, Publications, and Dues	400	400
001-19-03-519-550-00	Educational & Training	500	500
Capital Outlay			
001-19-03-519-640-00	Machinery & Equipment	325,000	350,000
			\$350,000 Vehicle Replacement \$46,000 Crime Scene investigator additional vehicle
Total Fleet	\$2,125,100	\$2,004,011	

City of Miami Gardens

FY 2017-2018 Annual Budget

General Fund

GENERAL SERVICES

City Hall Maintenance Division

Expenditures

	Estimated 09/30/17	Manager's 2018 Budget	Notes
Personnel Services			
001-19-04-519-102-00 Regular Salaries and Wages	211,408	247,176	
001-19-04-519-105-00 Special Pay	3,028	3,120	
001-19-04-519-201-00 FICA	15,916	18,719	
001-19-04-519-202-00 Retirement	20,599	19,870	
001-19-04-519-203-00 Life and Health Insurance	21,095	35,792	
001-19-04-519-204-00 Workers' Compensation	1,500	3,117	
Operating Expenditures			
001-19-04-519-340-00 Contractual Services	158,306	126,195	
001-19-04-519-431-00 Electricity	213,980	189,445	
001-19-04-519-432-00 Water	63,000	61,000	
001-19-04-519-433-00 Cable Service	3,894	3,804	
001-19-04-519-460-00 Repairs and Maintenance Service	192,884	165,505	
001-19-04-519-497-00 Other Obligations	749	990	
001-19-04-519-510-00 Office Supplies	300	500	
001-19-04-519-520-00 Operating Supplies	4,412	10,200	
001-19-04-519-525-00 Uniforms	200	0	
001-19-04-519-527-00 Gasoline & Lubricants	1,500	1,500	
Total City Hall Maintenance	\$912,771	\$886,933	

City of Miami Gardens

FY 2017-2018 Annual Budget General Fund

GENERAL SERVICES

Non-Departmental Division

Expenditures

	Estimated 09/30/17	Manager's 2018 Budget	Notes
Personnel Services			
001-19-01-519-205-00 Unemployment Compensation	25,000	35,000	
Operating Expenditures			
001-19-01-519-310-00 Professional Services	219,573	131,770	
001-19-01-519-340-00 Other Contractual	1,607,646	1,839,566	
001-19-01-519-421-00 Postage & Freight	42,541	42,830	
001-19-01-519-450-00 Insurance	1,350,209	1,422,800	
001-19-01-519-497-00 Other Obligations	71,566	76,502	
001-19-01-519-520-00 Operating Supplies	50,506	0	
001-19-01-519-540-00 Books, Publications, and Dues	123	124	
Non-Operating Expenditures			
001-19-01-519-915-30 Transfer to Capital Projs Fund	6,063,974	5,346,827	
001-19-01-519-918-21 Transfer to Debt Service Fund	2,739,722	7,955,206	
001-19-01-519-993-00 Working Capital Reserve	0	20,932	
Total Non-Departmental	\$12,170,860	\$16,871,557	

Total General Fund Expenditures	\$67,771,500	\$75,761,896	
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General Fund Revenues (-) Expenditures	\$154,143	\$0	
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City of Miami Gardens

FY 2017-2018 Annual Budget

Transportation Fund

Revenues

	Estimated 09/30/17	Manager's 2018 Budget	Notes
100-00-00-312-410-00	1,552,670	1,651,550	
100-00-00-312-420-00	628,692	639,102	
100-00-00-312-600-00	4,310,000	4,300,000	
100-00-00-322-002-00	295,878	85,000	
100-00-00-329-100-00	1,500	0	
100-00-00-334-390-00	31,358	31,358	
100-00-00-335-120-00	857,548	927,728	
100-00-00-345-200-00	28,149	8,000	
100-00-00-351-100-00	2,800	2,800	
100-00-00-361-100-00	55,000	35,000	
100-00-00-362-100-00	0	39,200	
100-00-00-369-900-00	787	700	
100-00-00-369-901-00	66,528	0	
100-00-00-381-029-41	191,274	197,013	
100-00-00-389-901-00	0	0	
100-00-00-389-902-00	0	760,849	
100-00-00-389-903-00	0	79,334	
Total Revenues	\$8,022,184	\$8,757,634	

Total Transportation Fund Revenues

\$8,022,184 \$8,757,634

City of Miami Gardens

FY 2017-2018 Annual Budget

Transportation Fund

Expenditures

PUBLIC WORKS DEPARTMENT			
Administration Division			
	Estimated 09/30/17	Manager's 2018 Budget	Notes
Personnel Services			
100-41-00-541-102-00	Regular Salaries and Wages	353,253	363,887
100-41-00-541-105-00	Special Pay	5,880	5,881
100-41-00-541-201-00	FICA	25,485	28,093
100-41-00-541-202-00	Retirement	47,050	51,269
100-41-00-541-203-00	Life and Health Insurance	37,569	44,997
100-41-00-541-204-00	Workers' Compensation	4,502	5,866
100-41-00-541-205-00	Unemployment Compensation	0	0
Operating Expenditures			
100-41-00-541-310-00	Professional Services	2,000	3,188
100-41-00-541-400-00	Travel and Per Diem	3,900	3,900
100-41-00-541-421-00	Postage & Freight	50	50
100-41-00-541-440-00	Rentals and Leases	1,300	1,100
100-41-00-541-460-00	Repairs and Maintenance	1,000	1,000
100-41-00-541-497-00	Other Obligations	735	809
100-41-00-541-510-00	Office Supplies	2,000	2,500
100-41-00-541-520-00	Operating Supplies	8,477	1,000
100-41-00-541-525-00	Uniforms	0	0
100-41-00-541-527-00	Gasoline & Lubricants	44,706	47,520
100-41-00-541-540-00	Books, Publications, and Dues	390	390
100-41-00-541-550-00	Educational & Training	1,500	1,500
Non-Operating Expenditures			
100-41-00-541-914-01	Transfer to General Fund	390,309	402,018
100-41-00-541-918-21	Transfer to Debt Service Fund	387,639	386,881
100-41-00-541-991-00	Working Capital Reserve	0	0
Total Administration		\$1,317,745	\$1,351,849

City of Miami Gardens

FY 2017-2018 Annual Budget

Transportation Fund

PUBLIC WORKS DEPARTMENT

Keep Miami Gardens Beautiful Program Division

Expenditures

	Estimated 09/30/17	Manager's 2018 Budget	Notes
Personnel Services			
100-41-01-541-102-00	Regular Salaries and Wages	95,164	98,019
100-41-01-541-104-00	Overtime	3,016	3,000
100-41-01-541-105-00	Speical Pay	1,400	1,201
100-41-01-541-201-00	FICA	7,603	7,585
100-41-01-541-202-00	Retirement	7,382	8,095
100-41-01-541-203-00	Life and Health Insurance	11,344	11,540
100-41-01-541-204-00	Workers' Compensation	1,846	2,325
Operating Expenditures			
100-41-01-541-310-00	Professional Services	5,000	5,350
100-41-01-541-400-00	Travel and Per Diem	1,465	2,000
100-41-01-541-421-00	Postage & Freight	25	50
100-41-01-541-460-00	Repairs and Maintenance Service	500	1,000
100-41-01-541-470-00	Printing & Binding	400	400
100-41-01-541-494-00	Advertising	750	500 Program Advertising
100-41-01-541-510-00	Office Supplies	600	600
100-41-01-541-520-00	Operating Supplies	22,000	18,000 Gloves, Rakes, trashbags, etc
100-41-01-541-530-00	Road Materials and Supplies	14,000	13,000 Signs, plants etc.
100-41-01-541-540-00	Books, Publications and Dues	500	500
100-41-01-541-550-00	Educational & Training	575	1,000
Total Keep MG Beautiful		\$173,570	\$174,165

City of Miami Gardens

FY 2017-2018 Annual Budget

Transportation Fund

PUBLIC WORKS DEPARTMENT

Streets Division

Expenditures

	Estimated 09/30/17	Manager's 2018 Budget	Notes
Personnel Services			
100-41-02-541-102-00	Regular Salaries and Wages	899,763	1,038,929
100-41-02-541-104-00	Overtime	30,145	20,000
100-41-02-541-105-00	Speical Pay	2,945	2,821
100-41-02-541-201-00	FICA	67,573	77,435
100-41-02-541-202-00	Retirement	68,284	83,416
100-41-02-541-203-00	Life and Health Insurance	177,688	225,199
100-41-02-541-204-00	Workers' Compensation	37,416	57,713
100-41-02-541-205-00	Unemployment Compensation	0	2,000
100-41-02-541-206-00	ICMA Deferred Comp - Benefit	3,167	3,206
Operating Expenditures			
100-41-02-541-310-00	Professional Services	4,500	28,000
100-41-02-541-340-00	Other Contractural	44,000	45,000
100-41-02-541-400-00	Travel and Per Diem	250	0
100-41-02-541-421-00	Postage & Freight	100	0
100-41-02-541-431-00	Electricity	16,357	14,633
100-41-02-541-432-00	Water	198,586	233,500
100-41-02-541-440-00	Rentals and Leases	1,000	1,000
100-41-02-541-460-00	Repairs and Maintenance Service	52,067	33,000
100-41-02-541-520-00	Operating Supplies	6,154	5,000
100-41-02-541-525-00	Uniforms	6,000	6,288
100-41-02-541-528-00	Small Tools and Equipment	1,700	4,000
100-41-02-541-530-00	Road Materials and Supplies	80,000	80,000
100-41-02-541-540-00	Books, Publications and Dues	494	500
100-41-02-541-550-00	Educational & Training	2,000	2,000
Capital Outlay			
100-41-02-541-631-00	Infrastructure Improvements: Well Pumps	0	0
100-41-02-541-640-00	Machinery & Equipment	0	7,000
Non-Operating Expenses			
100-41-02-541-991-00	Working Capital Reserve	0	261,597
Total Streets Division		\$1,700,188	\$2,232,237

City of Miami Gardens

FY 2017-2018 Annual Budget

Transportation Fund

DEVELOPMENT SERVICES

CITIZENS INDEPENDENT TRANSPORTATION TRUST - Capital Projects

Expenditures

	Estimated 09/30/17	Manager's 2018 Budget	Notes
Personnel Services			
100-41-05-541-102-00 Regular Salaries and Wages	169,831	161,937	Engineer and Engineer inspectors
100-41-05-541-104-00 Overtime	0	0	
100-41-05-541-105-00 Special Pay	1,702	1,201	
100-41-05-541-201-00 FICA	12,966	12,326	
100-41-05-541-202-00 Retirement	12,771	12,972	
100-41-05-541-203-00 Life and Health Insurance	14,948	14,152	
100-41-05-541-204-00 Workers' Compensation	5,252	7,334	
Operating Expenditures			
100-41-05-541-310-00 Professional Services	1,331	0	
100-41-05-541-530-00 Road Supplies	5,000	10,000	
Capital Outlay			
100-41-05-541-630-00 Improvements Other Than Bldgs.	3,464,736	3,585,927	
100-41-05-541-630-06 Vista Verde Improvement	807,922	0	
Non-Operating Expenses			
100-41-05-541-991-00 Working Capital Reserve	0	0	
Total CITT - Capital Projects	\$4,496,459	\$3,805,849	

City of Miami Gardens

FY 2017-2018 Annual Budget

Transportation Fund

PUBLIC WORKS DEPARTMENT

CITIZENS INDEPENDENT TRANSPORTATION TRUST - Transit

Expenditures

	Estimated 09/30/17	Manager's 2018 Budget	Notes
Personnel Services			
100-41-06-541-102-00 Regular salaries & Wages	121,912	126,408	
100-41-06-541-104-00 Overtime	4,273	4,000	
100-41-06-541-105-00 Special Pay	600	601	
100-41-06-541-201-00 FICA	9,380	9,706	
100-41-06-541-202-00 Retirement	9,443	10,450	
100-41-06-541-203-00 Health Insurance	19,365	19,577	
100-41-06-541-204-00 Worker's Compensation	3,374	4,102	
Operating Expenses			
100-41-06-541-310-00 Professional Services	606,318	642,710	
100-41-06-541-340-00 Other Contractual	58,896	57,500	
100-41-06-541-450-00 Insurance	12,480	12,480	
100-41-06-541-460-00 Repairs & Maintenance	150,000	180,000	
100-41-06-541-470-00 Printing & Binding	3,500	2,000	
100-41-06-541-494-00 Advertising	2,000	3,500	
100-41-06-541-520-00 Operating Supplies	30,000	0	
100-41-06-541-528-00 Small Tools and Equipment	250	500	
Capital Outlay			
100-41-06-541-630-00 Improvements Other Than Bldgs.	70,000	102,000	
100-41-06-541-640-00 Machinery & Equipment	0	18,000	Wi-Fi and other technology for Transit Trolley
Total CITT - Transit	\$1,101,792	\$1,193,534	

City of Miami Gardens

FY 2017-2018 Annual Budget

Transportation Fund

PUBLIC WORKS DEPARTMENT

CITIZENS INDEPENDENT TRANSPORTATION TRUST - Settlement

Expenditures

	Estimated 09/30/17	Manager's 2018 Budget	Notes
Capital Expenditures			
100-41-07-541-630-00 Infrastructure Improvements	\$0	\$0	
Non-Operating Expenses			
100-41-06-541-991-00 Working Capital Reserve	0	0	
Total CITT - Settlement	<u>\$0</u>	<u>\$0</u>	

Total Expenditures Transportation Fund	\$8,789,753	\$8,757,634	
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Transportation Fund Revenues (-) Expenditures	-\$767,569	\$0	
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City of Miami Gardens

FY 2017-2018 Annual Budget

Development Services Fund

Revenues

	Estimated 09/30/17	Manager's 2018 Budget	Notes
105-00-00-322-002-00	1,830,603	2,196,766	
105-00-00-322-003-00	40,803	7,572	
105-00-00-322-004-00	12,000	6,000	
105-00-00-322-006-00	7,600	10,000	
105-00-00-322-007-00	6,420	6,410	
105-00-00-345-100-00	8,700	0	
105-00-00-345-200-00	255,838	313,824	
105-00-00-345-200-00	302	0	
105-00-00-369-900-00	300	300	
Total Revenues	<u>\$2,162,566</u>	<u>\$2,540,872</u>	

Total Revenues			
Development Service Fund	\$2,162,566	\$2,540,872	

City of Miami Gardens

FY 2017-2018 Annual Budget

Development Services Fund

BUILDING SERVICES DEPARTMENT

Expenditures

	Estimated 09/30/17	Manager's 2018 Budget	Notes
Personnel Services			
105-24-02-524-102-00	Regular Salary & Wages	1,117,110	1,068,418
105-24-02-524-104-00	Overtime	15,572	10,000
105-24-02-524-105-00	Special Pay	4,990	2,881
105-24-02-524-201-00	FICA	86,099	84,365
105-24-02-524-202-00	Retirement	94,308	88,742
105-24-02-524-203-00	Life & Health Insurance	98,985	104,055
105-24-02-524-204-00	Workers' Compensation	11,500	12,047
105-24-02-524-205-00	Unemployment Compensation	0	5,000
Operating Expenditures			
105-24-02-524-310-00	Professional Services	175,568	225,366
105-24-02-524-340-00	Other Contractual	15,000	28,344
105-24-02-524-400-00	Travel & Per Diem	679	2,854
105-24-02-524-421-00	Postage & Freight	5	0
105-24-02-524-440-00	Rentals & Leases	2,580	2,580
105-24-02-524-460-00	Repairs and Maintenance Service	500	1,220
105-24-02-524-470-00	Printing & Binding	300	152
105-24-02-524-493-00	Software License	3,920	3,112
105-24-02-524-510-00	Office Supplies	2,100	4,200
105-24-02-524-520-00	Operating Supplies	1,300	1,100
105-24-02-524-525-00	Uniforms	0	0
105-24-02-524-527-00	Gasoline & Lubricants	8,600	9,792
105-24-02-524-540-00	Books, Publications & Dues	2,269	2,368
105-24-02-524-550-00	Educational & Training	5,923	4,400
Capital Outlay			
105-24-02-524-640-00	Equipment		18,000
105-24-02-524-643-00	Software		318,900
			Electronic Permitting Software
Non-Operating Expenditures			
105-24-02-524-914-01	Transfer to General Fund	407,031	419,242
105-24-02-524-915-01	Transfer - Reimburse General Fund	0	100,000
105-24-02-524-991-00	Working Capital Reserve	0	23,734
Total Building Services		\$2,054,339	\$2,540,872

Total Expenditures Development Services Fund	\$2,054,339	\$2,540,872
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Development Services Fund Revenues (-) Expenditures	\$108,227	\$0
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City of Miami Gardens

FY 2017-2018 Annual Budget

Capital Projects Fund

Revenues

	Estimated 09/30/17	Manager's 2018 Budget	Notes
300-00-00-361-102-00 Rebate from Build American Bonds	1,131,793	1,089,737	
300-00-00-381-030-01 Transfer from General Fund	6,063,974	5,346,827	
300-00-00-384-100-00 Loan Proceeds	0	0	
300-00-00-389-901-00 Re-appropriate Fund Balance	0	497,000	
Total Revenues	\$7,195,767	\$6,933,564	

Total Revenues Capital Projs. Fund

\$7,195,767

\$6,933,564

City of Miami Gardens

FY 2017-2018 Annual Budget

Capital Projects Fund

Expenditures

	Estimated 09/30/17	Manager's 2018 Budget	Notes
Personnel Services			
300-12-01-512-102-00	Regular Salaries and Wages	262,950	383,490
300-12-01-512-105-00	Special Pay	2,200	1,801
300-12-01-512-201-00	FICA	20,388	29,735
300-12-01-512-202-00	Retirement	19,774	28,583
300-12-01-512-203-00	Life and Health Insurance	24,033	26,153
300-12-01-512-204-00	Workers' Compensations	3,861	3,627
Operating Expenditures			
300-12-01-512-310-00	Professional Services	15,000	5,000
300-19-01-519-310-00	City Hall Bond bond counsel/trustee fees	5,000	5,000
300-12-01-512-340-00	Other Contractual - Legal	30,000	10,000
300-12-01-512-400-00	Travel and Per Diem	1,400	1,200
300-12-01-512-421-00	Postage & Freight	0	0
300-12-01-512-440-00	Rentals & Leases	2,538	2,580
300-12-01-512-470-00	Printing & Binding	35	100
300-12-01-512-494-00	Advertising	0	0
300-12-01-512-510-00	Office Supplies	800	600
300-12-01-512-520-00	Operating Supplies	1,200	0
300-12-01-512-540-00	Books, Publications and Dues	160	250
300-12-01-512-550-00	Educational & Training	3,000	2,500
Non-Operating Expenditures			
300-12-01-512-918-21	Transfer to Debt Service Fund	6,536,416	6,432,945

Total Exps. Capital Improvements	\$6,928,755	\$6,933,564
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Total Exps. Capital Improvements	\$6,928,755	\$6,933,564
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Revenues (-) Expenditures CIP Fund	\$267,012	\$0
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City of Miami Gardens

FY 2017-2018 Annual Budget

Stormwater Utility Fund

Revenues

	Estimated 09/30/17	Manager's 2018 Budget	
401-00-00-325-200-00	3,347,569	4,875,436	78.4k ERUs @ \$6ea per month at 95%
401-00-00-329-500-00	35,000	35,000	
401-00-00-334-360-00	1,244,757	400,000	State Grant \$150K for Culvert; \$300K for Vista Verde
401-00-00-349-102-00	397	0	
401-00-00-361-100-00	28,000	20,000	
401-00-00-369-903-00		105,799	Vac Con Truck
Total Stormwater Fund	\$4,655,723	\$5,436,235	

Total Revenues			
Special Revenue Fund	\$4,655,723	\$5,436,235	

City of Miami Gardens

FY 2017-2018 Annual Budget

Stormwater Utility Fund - Operating Division

Expenditures

		Estimated 09/30/17	Manager's 2018 Budget	Notes
Personnel Services				
401-41-03-538-102-00	Regular Salaries and Wages	356,492	416,131	
401-41-03-538-104-00	Overtime	3,449	1,300	
401-41-03-538-105-00	Special Pay	600	601	
401-41-03-538-201-00	FICA	26,989	30,805	
401-41-03-538-202-00	Retirement	27,394	33,333	
401-41-03-538-203-00	Life and Health Insurance	64,838	78,542	
401-41-03-538-204-00	Workers' Compensation	16,000	18,775	
401-41-03-538-205-00	Unemployment Compensation	500	0	
401-41-03-538-206-00	OPEB expenses	4,000	0	
Operating Expenditures				
401-41-03-538-310-00	Professional Services	409,753	425,595	
401-41-03-538-315-00	Fee Collection Charges	35,786	56,488	
401-41-03-538-340-00	Other Contractual	264,175	245,985	
401-41-03-538-400-00	Travel and Per Diem	1,500	1,500	
401-41-03-538-421-00	Postage & Freight	8,672	200	
401-41-03-538-431-00	Electricity	17,034	17,390	
401-41-03-538-432-00	Water	2,618	2,620	
401-41-03-538-440-00	Rentals and Leases	5,391	7,948	
401-41-03-538-460-00	Repairs and Maintenance Serv	52,560	51,152	
401-41-03-538-470-00	Printing & Binding	4,480	1,100	
401-41-03-538-494-00	Advertising	500	500	
401-41-03-538-497-00	Other Obligations	22,863	23,273	
401-41-03-538-510-00	Office Supplies	1,300	1,400	
401-41-03-538-520-00	Operating Supplies	15,500	12,000	
401-41-03-538-525-00	Uniforms	3,000	2,850	
401-41-03-538-527-00	Gasoline & Lubricants	36,098	44,640	
401-41-03-538-528-00	Small Tools and Equipment	2,500	6,000	
401-41-03-538-530-00	Road Materials and Supplies	6,000	8,000	
401-41-03-538-531-00	Landscape Supplies/Materials	1,600	2,300	
401-41-03-538-540-00	Books, Publications, and Dues	1,790	1,800	
401-41-03-538-550-00	Educational & Training	1,500	2,600	
Capital Outlay				
401-41-03-538-630-00	Improvements Other Than Bldgs.	7,496	0	
401-41-03-538-635-00	Stormwater Treatment Swale Projects	42,650	100,000	
401-41-03-538-640-00	Machinery and Equipment	6,650	683,700	Vac Con Truck, Streets Sweeper
Debt Service				
401-41-03-538-710-00	Principal - Debt Service	406,415	420,665	
401-41-03-538-720-00	Interest - Debt Service	226,002	211,940	
Non-Operating Expenditures				
401-41-03-538-914-01	Transfer to General Fund	263,485	271,390	
401-41-03-538-917-00	Transfer to Transportation Fund	191,274	197,013	
401-41-03-538-991-00	Working Capital Reserve	0	124,592	
Total Stormwater Operations		\$2,538,855	\$3,504,128	

City of Miami Gardens

FY 2017-2018 Annual Budget

Stormwater Utility Fund - Engineering Division

Expenditures

	Estimated 09/30/17	Manager's 2018 Budget	Notes
Personnel Services			
401-41-09-538-102-00	Regular Salaries and Wages	157,752	161,515
401-41-09-538-104-00	Overtime	248	0
401-41-09-538-105-00	Special Pay	1,350	1,321
401-41-09-538-201-00	FICA	12,288	12,592
401-41-09-538-202-00	Retirement	11,882	12,938
401-41-09-538-203-00	Life and Health Insurance	15,000	14,138
401-41-09-538-204-00	Workers' Compensation	5,898	4,377
Operating Expenses			
401-41-09-538-310-00	Professional Services	62,000	73,000
401-41-09-538-400-00	Travel and Per Diem	1,500	1,500
401-41-09-538-421-00	Postage & Freight	5,000	1,500
401-41-09-538-470-00	Printing & Binding	6,400	950
401-41-09-538-494-00	Advertising	250	250
401-41-09-538-510-00	Office Supplies	400	500
401-41-09-538-524-00	Computer software	2,500	2,500
401-41-09-538-525-00	Uniforms	0	255
401-41-09-538-540-00	Books, Publications, and Dues	379	1,130
401-41-09-538-550-00	Educational & Training	1,000	1,250
Capital Outlay			
401-41-09-538-630-02	Culvert /Headwall Repairs Project	0	350,000
401-41-09-538-630-06	Vista Verde Drainage Project	88,930	0
401-41-09-538-630-07	Andover NW 203 Street	15,544	0
401-41-09-538-630-08	NW 13 Ave Stormwater Drainage Improv	90,000	0
401-41-09-538-630-09	Vista Verde Phase III	518,682	480,000
401-41-09-538-630-10	NW 11 Ave Road Improvement	45,000	0
401-41-09-538-630-11	NW 170 Street and NW 22 Ave	150,000	0
401-41-09-538-630-12	Westside Blue Trail	648,000	0
401-41-09-538-630-13	NW 34 Ave & 203 Street	250,000	0
401-41-09-538-630-14	NW 24 Avene Stormwater Drainage	0	250,000
401-41-09-538-630-15	NW 203 Street Outfall Project	0	562,391
Total Stormwater Engineering		\$2,090,003	\$1,932,107

Total Expenditures Stormwater Utility Fund	\$4,628,858	\$5,436,235
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Stormwater Utility Fund	\$26,865	\$0
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City of Miami Gardens

FY 2017-2018 Annual Budget

Community Development Block Grant Fund

Revenues

	Estimated 09/30/17	Manager's 2018 Budget	Notes
104-00-00-331-000-00 CDBG Program Revenue	1,918,741	971,071	
Total Revenues CDBG Fund	\$1,918,741	\$971,071	

TOTAL CDBG REVENUES

\$1,918,741

\$971,071

City of Miami Gardens

FY 2017-2018 Annual Budget

Community Development Block Grant Fund

Administrative and Program			
Expenditures			
	Estimated 09/30/17	Manager's 2018 Budget	Notes
Personnel Services			
104-13-01-513-102-00	Regular Salaries and Wages	106,994	110,204
104-13-01-513-105-00	Special Pay	936	936
104-13-01-513-201-00	FICA	8,185	8,503
104-13-01-513-202-00	Retirement	8,121	9,037
104-13-01-513-203-00	Life and Health Insurance	13,176	13,176
104-13-01-513-204-00	Workers' Compensation	289	289
Operating Expenditures			
104-13-01-513-310-00	Professional Services	16,300	15,000
104-13-01-513-340-00	Contractual Service	1,106,370	340,000
104-13-01-513-342-00	Other Contractual Svc - Public Service	145,660	145,660
104-13-01-513-346-00	Business Incentive program	280,000	100,000
104-13-01-513-400-00	Travel & Per Diem	4,500	4,500
104-13-01-513-421-00	Postage & Freight	250	250
104-13-01-513-440-00	Rentals & Leases	2,040	1,900
104-13-01-513-470-00	Printing & Binding	150	150
104-13-01-513-494-00	Advertising	3,000	300
104-13-01-513-510-00	Office Supplies	2,000	2,000
104-13-01-513-520-00	Operating Supplies	1,500	1,500
104-13-01-513-540-00	Books, Publications	3,645	3,645
104-13-10-513-550-00	Educational & Training	2,000	2,000
Capital Outlay			
104-13-01-513-630-00	Infrastructure Improvements	131,197	100,000
Capital Outlay			
104-13-01-513-991-00	Working Capital Reserve	22,428	52,021
Total Expenditures CDBG Program	\$1,858,741	\$911,071	

City of Miami Gardens

FY 2017-2018 Annual Budget

Community Development Block Grant Fund

Direct Services			
Expenditures			
	Estimated 09/30/17	Manager's 2018 Budget	Notes
Personnel Services			
104-13-06-513-102-00	Regular Salaries and Wages	\$38,142	\$39,287
104-13-06-513-105-00	Special Pay	\$240	\$240
104-13-06-513-201-00	FICA	\$2,918	\$3,024
104-13-06-513-202-00	Retirement	\$2,895	\$3,222
104-13-06-513-203-00	Life and Health Insurance	\$8,274	\$8,274
104-13-06-513-204-00	Workers' Compensation	\$103	\$103
Operating Expenditures			
104-13-06-513-310-00	Professional Services	\$7,428	\$5,850
Total Expenditures CDBG Direct Services	\$60,000	\$60,000	

TOTAL CDBG EXPENDITURES	\$1,918,741	\$971,071	
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Revenues/Expenditures CDBG Fund	\$0	\$0	
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City of Miami Gardens

FY 2017-2018 Annual Budget Debt Service Fund

Revenues

		Estimated 09/30/17	Manager's 2018 Budget	Notes
Property Taxes				
201-00-00-311-000-00	Ad Valorem taxes	4,221,701	\$4,222,285	1.0565
Other Sources				
201-00-00-381-014-01	Transfer in - General Fund	2,739,722	7,955,206	
201-00-00-381-015-10	Transfer in - Transportation Fund	387,639	386,881	
201-00-00-381-025-30	Transfer in - Capital Projects Fund	6,536,416	6,432,945	
201-00-00-369-900-00	Miscellaneous Revenues	54,000	0	
201-00-00-389-901-00	Reappropriated Fund Balance	0	272,000	

Total Revenues Debt Service Fund	\$13,939,478	\$19,269,317
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City of Miami Gardens

FY 2017-2018 Annual Budget Debt Service Fund

Expenditures

		Estimated 09/30/17	Manager's 2018 Budget	Notes
Debt Service				
201-17-01-517-710-03	\$14.4M Principal Payment	698,774	728,983	
201-17-01-517-710-04	\$7.5M Principal Payment	321,470	333,462	
201-17-01-517-710-06	QNIP Principal Payment	380,575	394,550	
201-17-01-517-710-10	\$8.8M Principal Payment	460,000	460,000	
201-17-01-517-710-11	\$4M Principal Payment	163,859	180,185	
201-17-01-517-710-12	\$55M Principal Payment	1,235,000	1,280,000	
201-17-01-517-710-13	\$3.7M Principal Payment	749,489	759,227	
201-17-01-517-710-14	\$60M GO Principal Payment	1,485,000	1,530,000	
201-17-01-517-710-16	\$6M Police Bldg., Principal Payment	575,797	246,955	
201-17-01-517-710-17	\$6.366 (\$7.3 M Refinance) Principal Payment	350,000	6,016,000	
201-17-01-517-720-03	\$14.4M Interest payment	378,727	348,516	
201-17-01-517-720-04	\$7.5M Interest payment	175,178	162,964	
201-17-01-517-720-06	QNIP Interest Payment	170,365	154,973	
201-17-01-517-720-10	\$8.8M Interest Payment	128,752	157,667	
201-17-01-517-720-11	\$4M Interest Payment	144,862	128,537	
201-17-01-517-720-12	\$55M Interest Payment	3,473,355	3,405,429	
201-17-01-517-720-13	\$3.7 Interest Payment	17,120	7,382	
201-17-01-517-720-14	\$60M GO Interest Payment	2,736,700	2,692,285	
201-17-01-517-720-16	\$6M Police Bldg., Interest Payment	94,220	52,062	
201-17-01-517-720-17	\$6.366 (\$7.3 M Refinance) Interest Payment	182,957	230,140	
Non-Operating Expenditures				
201-17-01-517-991-00	Reserve	0	0	
		\$13,922,200	\$19,269,317	

Total Expenses Debt Service Fund	\$13,922,200	\$19,269,317
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Revenues (-) Expenditures

Debt Service Fund	\$17,278	\$0
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*City of Miami
Gardens*

REVENUE MANUAL

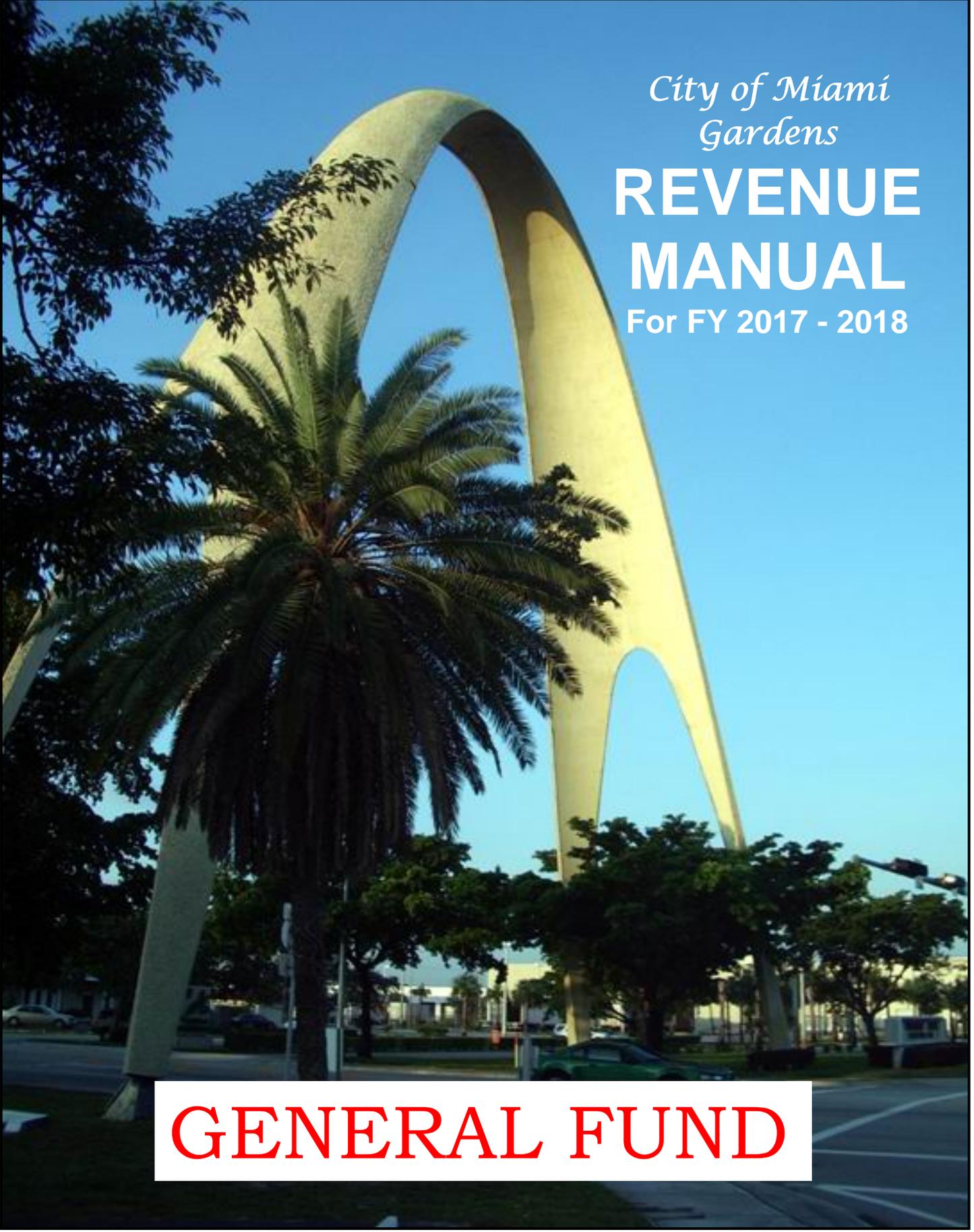
For FY 2017-2018

City of Miami Gardens

Revenue Manual

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*City of Miami
Gardens*

REVENUE MANUAL

For FY 2017 - 2018

GENERAL FUND

Ad Valorem or Property Tax

Revenue Description

An ad valorem tax (or property tax) is a levy against the taxable value of real and personal property. Prior to October 1 of each fiscal year, the City Council sets the millage rate for the tax. One mill equals \$1 of tax per \$1,000 of taxable assessed value. The millage rate is applied to the most recent taxable assessed value as provided by the Miami-Dade County Property Appraiser.

Taxable assessed value equals total assessed value less any allowable exemptions, such as the first or second \$25,000 for Homestead exemption, additional Senior Citizen exemption, and/or disability exemptions.

Example:

Assessed Value	\$100,000
Less 1 st Homestead exemption	\$25,000
Less 2 nd Homestead exemption	<u>\$25,000</u>
Taxable Value	\$50,000

Tax rate = \$6.9363 per \$1,000 of taxable value, thus:
\$50,000/1,000 = \$50 x \$6.2728 = \$313.64 (tax bill)

Legal Basis for Revenue

Florida Constitution, Article VII, Section 9

Laws of Florida, Chapter 200

Florida Statutes §116.211

City of Miami Gardens Charter Article 4, Section 4.9 & Article 8, Sections 8.3 & 8.4

City of Miami Gardens Ordinance 2004-19-35

City of Miami Gardens Resolution 2007-135-642

Special Requirements

Cities, counties and school boards are authorized to levy property taxes up to a total of 10 mills each. The 10 mill cap can be exceeded by a voter referendum for capital projects. This voted millage is not counted towards the 10 mill cap. Special districts may also have taxing authority independent of the general government(s) in which they conduct business such as hospital districts, drainage districts and similar quasi-governmental organizations. These millages vary according to their individual enabling legislation.

In addition to the 10 mill cap, state law regulates the process and amount of millage levied each year. The Truth in Millage Act (TRIM) regulates the process for setting the annual millage and for determining the "roll-Back rate" or the rate of millage required to yield the same dollar amount of revenue received in the prior period. All proposed increases in annual millage must be calculated from the roll-back rate.

Fund/Account Number: General Fund

001-00-00-311-100-00

Use of Revenue: General Fund, unrestricted.

Method/Frequency of Payment

Payment is made directly to Miami-Dade County Tax Collector either by the property owner or through the owner's mortgage company. Payment is made annually from November to March each year. Payments made prior to March are eligible for a discount as follows: 4% if paid in November, 3% if paid in December, 2% if paid in January, 1% if paid in February. Payments made after March are subject to penalty.

Basis for Budget Estimate

Each June 1, the Miami-Dade County Property Appraiser is required by statute to provide an estimate to each taxing jurisdiction of the estimated taxable valuation of all personal and real property within the jurisdiction. A final estimate is provided on July 1. Using this estimate, the city applies its proposed millage rate to yield the estimated revenue for the coming year. By state statute, the City can only budget 95% of this estimate.

Ad Valorem or Property Tax (continued)

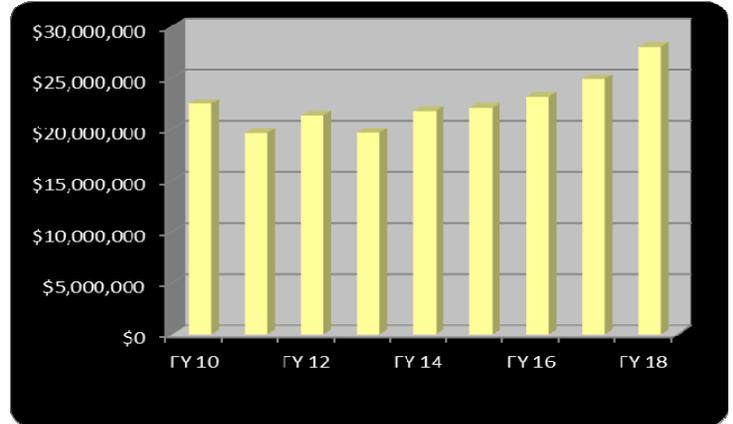
Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$22,493,510	
FY 11	\$19,616,970	-12.79%
FY 12	\$21,340,234	8.78%
FY 13	\$19,653,871	-7.90%
FY 14	\$21,757,058	10.70%
FY 15	\$22,067,751	1.43%
FY 16	\$23,189,449	5.08%
FY 17*	\$24,897,728	7.37%
FY 18**	\$28,070,808	12.74%

* Estimated

** Budget

History of Property Tax Collections



Discussion

Upon incorporation, the City inherited the prior set Miami-Dade County un-incorporated rate of 2.4 mills. This rate was in place for FY 2003 and was re-adopted for FY 2004. Finding this rate insufficient to accomplish the improvements desired by the community, Council raised the rate to 3.6384 mills for FY 2005.

In FY 2007, the City Council voted to start its own police department and raised the millage to 5.1488 raised to cover the transition costs. This rate was maintained for FY 08-09.

For FY-09, City Council adopted the roll-back rate of 5.1402. For FY-10, the roll back rate rose to 5.3734. For FY-12, Council approved a tax rate increase to 6.5616 to rebuild the reserve fund. For FY-13, Council adopted a roll back rate of 6.3260. For FY-14 adopted a rate increase to 6.9363. FY 15 through FY17, the rate remained at 6.9363 and for FY 18, Council has tentatively adopted the same tax rate of 6.9363.

Electric Franchise Revenue

Revenue Description

Revenue is derived from a fee levied on all electrical service within the City. Fee was levied by the Miami-Dade County under a 1989 franchise agreement between the County and Florida Power & Light Corporation granting the utility the non-exclusive right to serve the area. In 2007, the City and Miami-Dade County entered into an interlocal agreement transferring the collected fees to the City effective upon the City's incorporation in 2003 until the end of the current franchise agreement.

Legal Basis for Revenue

Florida Statutes §166.231, 180.14, 80.20

Miami-Dade County Ordinance 89-81

City of Miami Gardens Charter Article 4, Section 4.9 & Article 8, Sections 8.3 & 8.4 Interlocal Agreement between Miami-Dade County and the City of Miami Gardens, Resolution 2007-96-603

Special Requirements: None.

Fund/Account Number: General Fund
001-00-00-323-100-00

Use of Revenue: General Fund, unrestricted.

Method/Frequency of Payment

The Franchise fee is 6% of the total revenues less permit fees and ad valorem taxes paid by FP&L from the sale of electricity. Payment is made directly to Florida Power & Light which remits it who, in turn, remits it to the City annually.

Basis for Budget Estimate

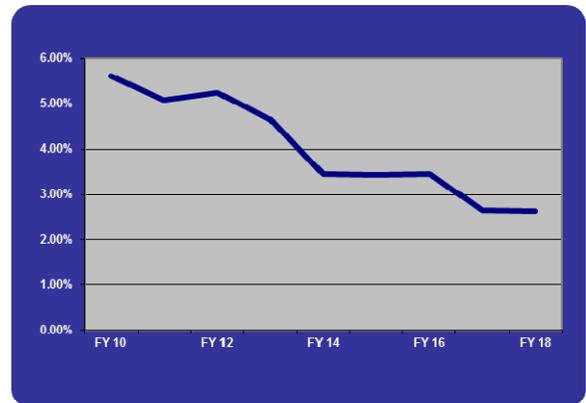
Estimate for budgeting purposes is made by the City based on historical trends. This is adjusted by estimates of new construction.

Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% Increase/ (Decrease)</i>
FY 10	\$4,038,941	
FY 11	\$2,957,525	-26.77%
FY 12	\$3,358,782	13.57%
FY 13	\$3,023,802	-9.97%
FY 14	\$2,182,229	-27.83%
FY 15	\$2,251,440	3.17%
FY 16	\$2,304,714	2.37%
FY 17*	\$1,782,675	-22.65%
FY 18**	\$1,800,000	.97%

* Estimated ** Budgeted

History of Electric Franchise Tax as % of Total General Fund Revenue

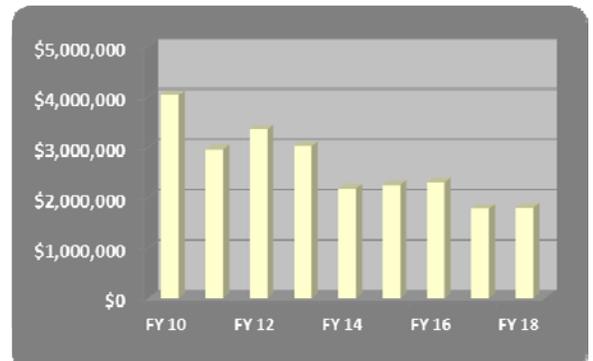


Discussion

The electric franchise tax is moderate sized revenue for and a vital component to the financing of the General Fund. Decrease in FY 2011 is attributed to a one time rebate imposed by the utility commission. FY 14 and FY 15 decline in revenue is attributed to the property tax paid by FPL on the reactor operations at the Power Plant.

Because electric use is partially the function of weather, there is always an unknown factor in estimating for budget purposes. In addition, a major hurricane can interrupt service for an extended period of time, also affecting revenues. In addition, the fuel adjustment charge on the electric bill has can change dramatically, affecting the tax collected. Increase in Property Tax paid by Florida Power and Light and lower consumption attributed to the decrease in FY 2017.

History of Electric Franchise Tax Collections



Gas Franchise Fee

Revenue Description

Revenue is derived from a fee levied on all natural service within the corporate limits of the City of Miami Gardens. Fee was levied by the City in 2004 under a 1989 franchise agreement between the City of Miami Gardens and NUI Utilities awarding a non-exclusive franchise for the utility to offer service within the corporate limits.

Legal Basis for Revenue

Florida Statutes §166.231, 180.14, 80.20
 City of Miami Gardens Charter Article 4, Section 4.9 & Article 8, Sections 8.3 & 8.4
 City of Miami Gardens Ordinance 2004-04-20
 Contract between City of Miami Gardens and NUI Utilities

Special Requirements

None

Fund/Account Number

General Fund
 001-00-00-323-400-00

Use of Revenue

General Fund, unrestricted.

Method/Frequency of Payment

The Gas Franchise fee is 10% of the total revenues from the sale of natural gas. Payment is made directly by the customer to NUI Utilities (A.K.A. City Gas), which remits it monthly to the City.

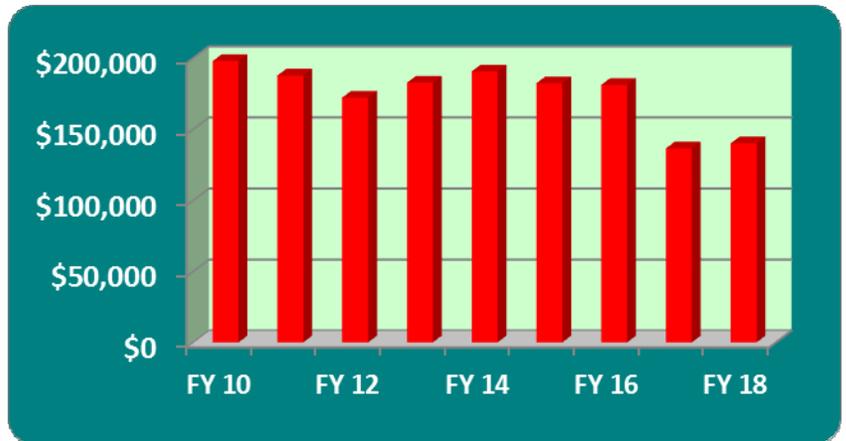
Basis for Budget Estimate

Estimate for budgeting purposes is made by the City based on historical trends.

Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$197,849	
FY 11	\$187,734	-5.11%
FY 12	\$172,169	-8.29%
FY 13	\$182,671	6.10%
FY 14	\$190,596	4.34%
FY 15	\$182,329	-4.34%
FY 16	\$181,155	-0.64%
FY 17*	\$136,449	-24.68%
FY 18**	\$140,000	2.6%

History of Gas Franchise Fee Collections



* Estimated ** Budgeted

Discussion

The gas franchise fee is one of several franchise fee revenues for the City. Currently, the City has only one provider, NUI Utilities, also known as City Gas. Gas is not a large component of the local power scene, thus the revenues are rather modest. The largest users of gas are the City industrial sector. Because gas use is partially the function of weather as with electric, there is always an unknown factor in estimating for budget purposes.

Solid Waste Franchise Fee

Revenue Description

Revenue is derived from a fee levied on all commercial solid waste disposal service providers that do business within the corporate limits of the City of Miami Gardens. Fee was levied by the City in 2004 under an ordinance adopted by City Council establishing non-exclusive franchises for commercial solid waste providers. The ordinance established a 15% fee on the total billing of franchisees for business conducted within the City. The fee is collected monthly from each provider. For FY 2016, the City has 7 active franchise agreements.

Legal Basis for Revenue

Florida Statutes §166.231, 180.14, 80.20
 City of Miami Gardens Charter Article 4, Section 4.9 & Article 8, Sections 8.3 & 8.4
 City of Miami Gardens Ordinance 2004-03-19
 Franchise agreements between the City and various providers.

Special Requirements

State statutes provide an exemption for solid waste that is recycled such as curbside recycling and for debris deposited in separate construction and demolition landfills, and other recycling activities.

Fund/Account Number: General Fund
 001-00-00-323-700-00

Use of Revenue: General Fund, unrestricted.

Method/Frequency of Payment

Franchise fee is 15% of the total company's gross sales from commercial garbage collection within the City of Miami Gardens. Payment is made directly to the City by each franchisee on a monthly basis. Roll-Off containers are charged at \$100 each.

Basis for Budget Estimate

Estimate for budgeting purposes is made by the City staff based on historical trends. This is adjusted by estimates of new commercial construction.

Collection History		
<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$813,856	
FY 11	\$806,978	-0.85%
FY 12	\$823,827	2.09%
FY 13	\$883,048	7.19%
FY 14	\$954,477	8.09%
FY 15	\$861,473	-9.74%
FY 16	\$927,041	7.61%
FY 17*	\$923,785	-0.35%
FY 18**	\$930,000	0.67%

* Estimated ** Budgeted



Discussion

The solid waste franchise fee is one of several franchise fee revenues for the City. Currently, the City has 9 providers. The City's franchise fee is 15% of gross revenues; this is in addition to Miami-Dade County's 17% franchise fee. This later fee will eventually be reduced and/or eliminated as the County pays off solid waste bonds for which the fee was pledged.

The fee applies to all haulers of commercial solid waste within the City. This includes routine commercial garbage collection as well as commercial roll-off containers.

Electric Utility Tax

Revenue Description

Revenue is derived from a tax on all electric Utility Service customers within the corporate limits of the City. The tax rate is 10% of the total bill excluding governmental charges, taxes and fuel adjustments.

Legal Basis for Revenue

Florida Statutes §166.231-.236

Miami Dade County Code of Ordinances §29-36

City of Miami Gardens Charter Article 4, Section 4.9 and Article 8, Section 8.3 & Section 8.4

City of Miami Gardens Ordinance 2003-01

Special Requirements: None.

Fund/Account Number: General Fund
001-00-00-314-100-00

Use of Revenue: General Fund, Unrestricted.

Method/Frequency of Payment

Tax is collected by the respective Florida Power & Light and remitted to the County, and in turn, the County remits it to the City monthly after deducting the City's pro-rata share of the County's Q.N.I.P. bond payment.

Basis for Budget Estimate

Estimate for budgeting purposes is made by the City staff based on historical trends. This is adjusted by estimates proposed rate increase submitted by FPL to the Public Service Commission for approval to be effective in January 2017.

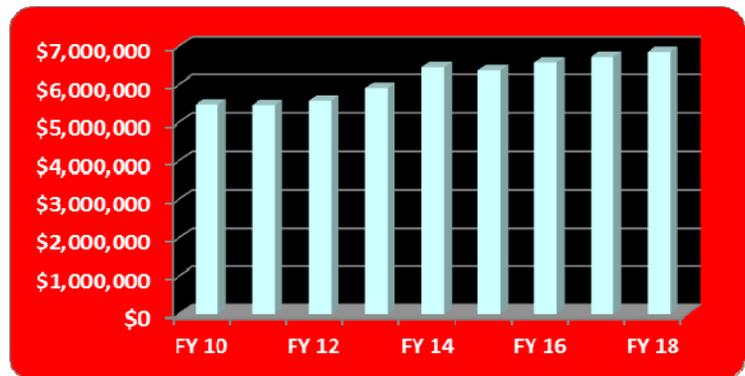
Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$5,473,141	
FY 11	\$5,458,988	-0.26%
FY 12	\$5,578,789	2.19%
FY 13	\$5,915,587	6.04%
FY 14	\$6,444,502	8.94%
FY 15	\$6,363,753	-1.25%
FY 16	\$6,568,238	3.21%
FY 17*	\$6,713,972	2.22%
FY 18**	\$6,848,252	2.00%

* Estimated

** Budgeted

History of Electric Utility Tax Collections



Discussion

Currently, the City collects utility tax from water, electric and gas utilities operating within the City and a rate of 10% of the customer's bill. The tax is moderately large revenue for the general fund and is of generally low volatility. It can be affected by weather and positively by new construction and increased fuel adjustment charges. It is these latter two factors that have driven the relatively steady increase in the City's collections over time.

Water Utility Tax

Revenue Description

Revenue is derived from a tax on all water utility service customers within the corporate limits of the City. The tax rate is 10% of the total bill excluding governmental charges, taxes and fuel adjustments.

Legal Basis for Revenue

Florida Statutes §166.231- 236

City of Miami Gardens Charter Article 4, Section 4.9 & Article 8, Sections 8.3 & 8.4

City of Miami Gardens Ordinance 2003-01

Special Requirements:

None.

Fund/Account Number

General Fund

001-00-00-314-300-00

Use of Revenue: General Fund, unrestricted.

Method/Frequency of Payment

Tax is collected by one of three water utilities that serve residents and businesses within the City: City of North Miami Beach, City of Opa Locka or Miami-Dade County Water and Sewer Department. All jurisdictions remit the revenue Miami-Dade County who in turn, remits it to the City.

Basis for Budget Estimate

Estimate for budgeting purposes is made by the City staff based on historical trends.

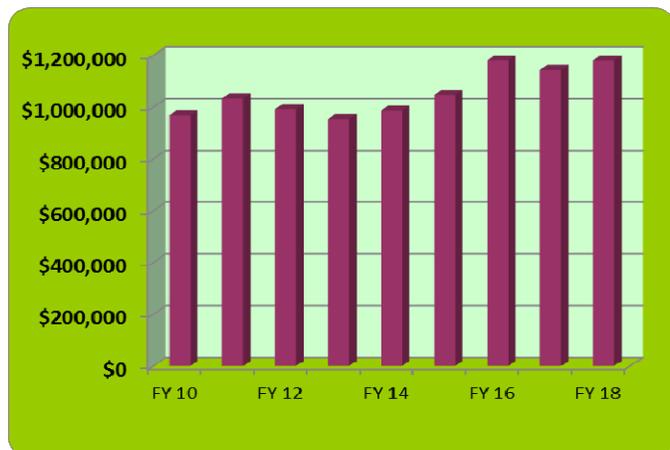
Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$968,843	
FY 11	\$1,033,985	6.72%
FY 12	\$991,323	-4.13%
FY 13	\$954,850	-3.68%
FY 14	\$986,305	3.29%
FY 15	\$1,046,189	6.07%
FY 16	\$1,180,487	12.84%
FY 17*	\$1,145,324	-2.98%
FY 18**	\$1,179,684	3.00%

* Estimated

** Budgeted

History of Water Utility Tax Collections



Discussion

Currently, the City collects utility tax from water, electric and gas utilities operating within the City at a rate of 10% of the customer's bill. The tax is moderately large revenue for the general fund and is of low volatility. It can be affected by weather and positively by new construction.

Gas Utility Tax

Revenue Description

Revenue is derived from a tax on all natural and propane service customers within the corporate limits of the City. The tax rate is 10% of the total bill excluding governmental charges, taxes and fuel adjustments.

Legal Basis for Revenue

Florida Statutes §166.231- 236

City of Miami Gardens Charter Article 4, Section 4.9 & Article 8, Sections 8.3 & 8.4

City of Miami Gardens Ordinance 2003-01

Special Requirements: None.

Fund/Account Number: General Fund

001-00-00-314-400-00

Use of Revenue: General Fund, unrestricted.

Method/Frequency of Payment

Tax for natural gas sales is collected from the City's lone provider of natural gas, NUI Utilities (AKA: City Gas) by Miami-Dade County and remitted to the City on a periodic basis. The County has informed us that they have no way to allocate this revenue and thus have kept it.

Basis for Budget Estimate

Estimate of natural gas tax revenue is made by the City staff based on historical trends.

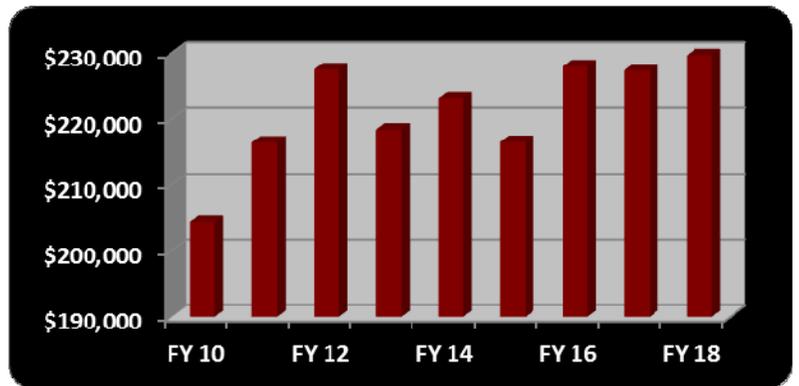
Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$204,342	
FY 11	\$216,472	5.94%
FY 12	\$227,592	5.14%
FY 13	\$218,433	-4.02%
FY 14	\$223,235	2.20%
FY 15	\$216,542	-3.00%
FY 16	\$228,042	5.31%
FY 17*	\$227,451	-0.26%
FY 18**	\$229,726	1.00%

* Estimated

** Budgeted

History of Gas Utility Tax Collections



Discussion

The gas utility tax is one of several utility tax revenues for the City. Currently, the City collects utility tax from water, electric and gas utilities operating within the City. The tax is minor revenue for the General Fund and is of generally low volatility. It can be affected by new construction.

Local Communications Services Tax

Revenue Description

The Communications Services Tax was enacted to restructure and consolidate taxes on telecommunications, cable, direct-to-home satellite, and related services that existed prior to October 1, 2001. The definition of communications services encompasses voice, data, audio, video, or any other information or signals, including cable services that are transmitted by any medium.

The tax is imposed on retail sales of communications services which originate and terminate in the state, or originate or terminate in the state and are billed to an address within the state. Tax proceeds are transferred to county and municipal governments, Public Education Capital Outlay and Debt Service Trust Fund, and the state's General Revenue Fund.

A county or municipality may, by ordinance, levy a local communications tax. The City levies the maximum rate of 5.22%.

Legal Basis for Revenue

Florida Statutes Chapter 202

City of Miami Gardens Charter Article 4, Section 4.9 & Article 8, Sections 8.3 & 8.4

City of Miami Gardens Ordinance 2003-02

Special Requirements

A city cannot levy the maximum rate and also require that the provider obtain building permits. Miami Gardens does not require such permits.

Fund/Account Number

General Fund

001-00-00-315-510-00

Use of Revenue

General Fund, unrestricted. Miami Gardens has pledged this revenue as security on several revenue bond issues.

Method/Frequency of Payment

Tax is collected by the State of Florida Department of Revenue who has the sole authority to audit the providers. The collections are remitted to the City on a monthly basis.

Basis for Budget Estimate

Estimate of communications services tax revenue for budgeting purposes is made by the State Department of Revenue and posted online during July.

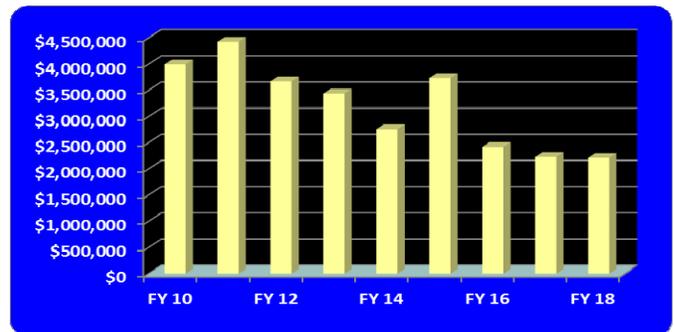
Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% Increase/ (Decrease)</i>
FY 10	\$3,994,708	
FY 11	\$4,426,216	10.80%
FY 12	\$3,669,763	-17.09%
FY 13	\$3,438,720	-6.30%
FY 14	\$2,757,382	-19.81%
FY 15	\$3,734,526	35.44%
FY 16	\$2,419,177	-35.22%
FY 17*	\$2,223,803	-8.08%
FY 18**	\$2,207,682	-0.72%

* Estimated

** Budgeted

History of Communications Services Tax Collections



Discussion

The Communications Services Tax has been one of the more difficult revenues for the City since its inception. As many of the local providers were miscoding their remittances to the state and the revenue was being diverted to Miami-Dade County instead of Miami Gardens.

The City and Miami-Dade County entered into an interlocal agreement whereby the County would give the City the amount of the State estimate and the City would transfer to the County all revenue directly collected by the State. This agreement expired at the end of FY 2005-2006. At that time, staff budgeted an amount that was reflective of the actual revenue received. Since that date at the City's request, the State has been undertaking audits of the providers within the City and revenue has significantly increased and in FY 2011 due to State audit, the City received more than \$700,000 in retro

payment due to miscoding. Due to legislature changes of how telecommunication tax is to be assessed, revenue has since then decreased in FY 2012. FY 15 increase is attributed to audit performed by the State and the City received an adjustment of over \$1 million in retro taxes. Towards the last few months in FY 2016, the City experienced decrease in revenue attributed to the new technology and service for land lines in residential area are being eliminated by users.

Local Business License Tax

Revenue Description

The Local Business Tax is levied by cities and counties for the privilege of conducting or managing any business, profession, or occupation within its jurisdiction. Tax proceeds are considered general revenue to the local government. The Business Tax is not a regulatory fee and does not refer to any fees or licenses paid to any board, commission, or officer for permits, registration, examination or inspection.

Legal Basis for Revenue

Florida Statutes Chapter 205

City of Miami Gardens Charter Article 4, Section 4.9 & Article 8, Sections 8.3 & 8.4

City of Miami Gardens Ordinances 2003-01, 2004-08-24, 2004-20-36, 2005-05-43, 2006-02-83, 2007-06-112 and 2007-18-124.

Special Requirements

None.

Fund/Account Number

General Fund

001-00-00-316-000-00

Use of Revenue

General Fund, unrestricted.

Method/Frequency of Payment

The Business License Tax is collected by the City's Code Enforcement Department. Tax bills are mailed to all current license holders in August of each year with an effective date of October 1st. Businesses starting during the year must obtain the license prior to opening or face penalties. There is no prorating of the tax for mid-year licenses.

Basis for Budget Estimate

Estimate for the business license tax is made by staff based on current holders and an anticipated new business activity.

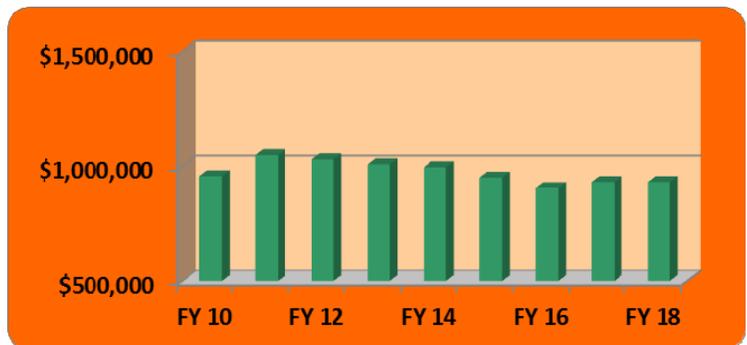
Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$954,886	
FY 11	\$1,047,248	9.67%
FY 12	\$1,029,151	-1.73%
FY 13	\$1,007,525	-2.10%
FY 14	\$994,211	-1.32%
FY 15	\$948,856	-4.56%
FY 16	\$903,665	-4.76%
FY 17*	\$930,000	2.91%
FY 18**	\$930,000	0.00%

*Estimated

** Budgeted

History of Business License Tax Collections



Discussion

The business license tax is moderate-sized City revenue. After incorporation, Miami Gardens adopted the rate schedule of the City of Miramar as its schedule. In FY 2008, the City began an aggressive program to visit all businesses for compliance. This has resulted in a significant increase in collections. FY-09 and FY10 represents a decline in local business due to the recession. has been quite stable for the past few years.

Local Business License Tax (continued)

Business Tax Schedule

For the purposes of this section, inventory shall mean the average selling value of annual inventory owned by the business, exclusive of excise tax. License tax fees for the following business occupations and/or professions are hereby levied and imposed as follows, provided that no license or combination of licenses for a single entity at a single business location shall exceed thirty thousand dollars (\$30,000.00).

Business License taxes for the following business, business and/or professions are hereby levied and imposed:

B. BUSINESS LICENSE TAX

A

(10)	Abstract, Title, Title Insurance, Prop Closing . . .	Each	\$	150.00
(20)	Activity Coordinators/Directors – Recreation . . .	Each	\$	100.00
(30)	Adolescent/Teen Recreation Centers . . .	Each	\$	100.00
(40)	Advertising Products and Services . . .	Each	\$	100.00
(50)	Ambulance Service . . .	Each	\$	100.00
(60)	Amusement Centers . . .	Each	\$	200.00
(70)	Amusement Centers 1 to 25 Machines . . .		\$	200.00
(80)	Amusement Centers 26 to 50 Machines . . .		\$	300.00
(90)	Amusement Centers 51 to 75 Machines . . .		\$	450.00
(100)	Amusement Centers 76 to 100 Machines . . .		\$	500.00
(110)	Amusement Centers over 100 machines . . .	Each	\$	7.00
(120)	Amusement Machines-Distributors . . .	Each	\$	125.00
(130)	Amusement Machines – as accessory use . . .	Each	\$	30.00
(140)	Amusement Park per Machine . . .	Each	\$	100.00
(150)	Amusement Parks 1 . . .	Each	\$	100.00
(160)	Animal Grooming . . .	Each	\$	100.00
(170)	Animal Clinic/Hospital . . .	Each	\$	100.00
(180)	(Open)		\$	
(190)	(Open)		\$	
(200)	Animal Kennel . . .	Each	\$	200.00
(210)	Answering Service . . .	Each	\$	100.00
(220)	Antique Shop . . .	Each	\$	125.00
(230)	Apartment Unit . . .	Each	\$	6.00
(240)	Archery/Gun Range . . .	Each	\$	100.00
(250)	Armored Car Service . . .	Each	\$	100.00
(260)	Astrologers/Clairvoyants . . .	Each	\$	150.00
(270)	Auction Companies/Store . . .	Each	\$	700.00

(280)	Auctioneers . . .	Each	\$	40.00
(290)	Auto Dealers Rentals Cars 1 to 25 . . .		\$	100.00
(300)	Auto Dealers Rentals Cars over 25 . . .	Each	\$	9.00
(303)	Auto Dealer New . . .		\$	200.00
	Plus per \$ 1,000.00 or fraction of inventory (Max \$ 5,000.00) . . .		\$	13.00
(305)	Auto Dealer Used . . .		\$	200.00
	Plus per \$ 1,000.00 or fraction of inventory (Max \$ 5,000.00) . . .		\$	13.00
(310)	Auto Detailing . . .	Each	\$	100.00
(320)	Auto Driving School . . .	Each	\$	100.00
(330)	Auto Painting and Body . . .	Each	\$	80.00
(340)	Auto Shipping Agency . . .	Each	\$	100.00
(350)	Auto Tag Agency . . .	Each	\$	60.00
(360)	Auto Wrecking . . .	Each	\$	80.00
B				
(370)	Bakery's – As Accessory Use . . .	Each	\$	100.00
(380)	Bakery's – Retail . . .	Each	\$	100.00
(390)	Bakery's – Wholesale . . .	Each	\$	100.00
(400)	Ballroom/Dance Club (as permitted by Code) . . .	Each	\$	100.00
(410)	Banquet/Party Caterers . . .	Each	\$	40.00
(420)	Banquet/Party Caterers – As Accessory Use . . .	Each	\$	50.00
(430)	Barber Shop – for each access activity . . .	Each	\$	30.00
(440)	Barber Shop – up to 5 chairs . . .		\$	100.00
(450)	Barber Shop – each chair over 5 chairs . . .	Each	\$	10.00
(460)	Bar/Lounge (No dancing or entertainment . . .	Each	\$	200.00
(470)	Beauty Shop – for each access activity . . .	Each	\$	50.00
(480)	Beauty Shop/Nail Salon – 1-5 technicians/operators . . .		\$	100.00
(490)	Beauty Shop/Nail Salon – Additional technicians/operators . . .	Each	\$	10.00
(500)	Bicycle, Scooter, Moped, etc. (sales, rental & repairs) . . .	Each	\$	100.00
(510)	Billiard Hall – table . . .	Each	\$	15.00
(520)	Billing Service . . .	Each	\$	125.00
(530)	Bingo Hall . . .	Each	\$	250.00
(540)	Blood Bank/Storage Facility . . .	Each	\$	200.00
(550)	Blueprinting . . .	Each	\$	100.00
(560)	Boats for Sale/Rentals . . .	Each	\$	100.00
(570)	Boiler/Machine/Foundries – Shops . . .	Each	\$	100.00

(580)	Bondsmen Professional (cash) . . .	Each	\$	350.00
(590)	Bondsmen Professional (surety) . . .	Each	\$	150.00
(600)	Bowling Alley – lane . . .	Each	\$	25.00
(610)	Broker – Cemetery . . .	Each	\$	125.00
(620)	Brokerage Firms – Commodities . . .	Each	\$	150.00
(630)	Brokerage Firms – Stocks, Bonds . . .	Each	\$	150.00
(640)	Brokerage Firms –Yachts . . .	Each	\$	100.00
(650)	Brokers - Mortgage Loans . . .	Each	\$	150.00
(660)	Brokers - Customs and Others . . .	Each	\$	125.00
(670)	Brokers – Futures and Options . . .	Each	\$	125.00
(680)	Burglar Alarm/Monitoring Companies . . .	Each	\$	100.00
(690)	Bus Companies – intrastate only . . .	Each	\$	125.00
(700)	Bus Companies – per bus . . .	Each	\$	50.00
C				
(710)	Canteen Wagon or Café – vehicle . . .	Each	\$	100.00
(720)	Car Wash (permanent structures as permitted by Zoning Only . . .	Each	\$	80.00
(730)	Carpenter Shops . . .	Each	\$	100.00
(740)	Carpet and Rug Cleaning . . .	Each	\$	90.00
(750)	Carpet Installation . . .	Each	\$	100.00
(760)	Carpet Sales (no inventory) . . .	Each	\$	100.00
(770)	Cemetery/Mausoleum . . .	Each	\$	120.00
(780)	Check Cashing Store . . .	Each	\$	200.00
(790)	Chemical Toilets . . .	Each	\$	100.00
(800)	Child Care Services . . .	Each	\$	40.00
(810)	Concrete Mixer – truck . . .	Each	\$	40.00
(820)	Consultants . . .	Each	\$	150.00
(830)	Contractors – Building (for Office Only) . . .	Each	\$	120.00
(840)	Contractors – General (for Office Only) . . .	Each	\$	120.00
(850)	Contractors – Specialty (for Office Only) . . .	Each	\$	100.00
(860)	Contractors –Sub Building (for Office Only) . . .	Each	\$	100.00
(870)	Convalescents/Nursing Home. . .	Each	\$	80.00
(880)	Country Club. . .	Each	\$	450.00
(890)	Credit Bureaus. . .	Each	\$	100.00

D			
(900)	Data Processing – Service Agency . . .	Each	\$ 125.00
(910)	Data Processing – Software Development . . .	Each	\$ 150.00
(920)	Dealers – Secondhand Firearms . . .	Each	\$ 200.00
(930)	Dealers – Secondhand Goods/Consignment . . .	Each	\$ 125.00
(940)	Delivery Services . . .		\$ 100.00
(950)	Delivery Services – vehicles . . .	Each	\$ 20.00
(960)	Dialysis Centers . . .	Each	\$ 200.00
(970)	Disc Jockey (see Entertainment) . . .	Each	\$ 100.00
(980)	Dressmaker and alterations . . .	Each	\$ 100.00
(990)	Dry Cleaning Plant Each . . .	Each	\$ 100.00
(1000)	Dry Cleaning Plant – Pick up station . . .	Each	\$ 100.00
E			
(1010)	Electric Light and Power Companies . . .	Each	\$ 500.00
(1020)	Employment Agencies . . .	Each	\$ 125.00
(1030)	Entertainment – Mobile (Clown/Magician, Ect.) . . .	Each	\$ 100.00
(1040)	Escort Service . . .	Each	\$ 300.00
(1050)	Express Companies - Intrastate . . .	Each	\$ 225.00
(1060)	Exterminators . . .	Each	\$
F			
(1070)	Financial Institutions – Banks and Trust Companies . . .	Each	\$ 250.00
(1080)	Financial Institutions – Building and Loan Associations . . .	Each	\$ 250.00
(1090)	Financial Institutions – Money Lenders Except Banks . . .	Each	\$ 250.00
(1100)	Financial Institutions – Mortgage Loan Company . . .	Each	\$ 200.00
(1110)	Financial Institutions – Personal Finance Company . . .	Each	\$ 250.00
(1120)	Fire Extinguisher Services . . .	Each	\$ 125.00
(1130)	Flea Market . . .	Each	\$ 1,500.00
(1140)	Florist . . .	Each	\$ 100.00
(1150)	Funeral Home . . .	Each	\$ 250.00
(1160)	Furniture Refinishers . . .	Each	\$ 100.00
G			
(1170)	Gas Companies – Selling bottled gas . . .	Each	\$ 100.00
(1180)	Gas Companies – Selling thru pipeline . . .	Each	\$ 400.00
(1190)	Golf Course . . .	Each	\$ 400.00

(1200)	Golf Driving Ranges-Miniature Golf . . .	Each	\$	120.00
(1210)	Gravel, Sand, Sod, Dirt – Sales . . .	Each	\$	100.00
H				
(1220)	Halls for Hire . . .	Each	\$	150.00
(1230)	Health Club . . .	Each	\$	125.00
(1240)	Home Health Care Services . . .	Each	\$	100.00
(1250)	Hospitals up to 50 beds . . .		\$	375.00
(1260)	Hospitals over 50 beds – Beds . . .	Each	\$	5.00
(1270)	Hotels, Lodging Houses and Motels – Room . . .	Each	\$	4.00
(2690)	House Cleaning (See 2690 Windows and House Cleaning . . .			
I				
(1280)	(Open)			
(1290)	(Open)			
(1300)	Import and/or Export Company. . .	Each	\$	125.00
(1310)	Instructional Classes. . .	Each	\$	125.00
(1320)	Insurance Adjustor	Each	\$	60.00
(1330)	Insurance Agency Office – Located in City. . .	Each	\$	125.00
(1340)	Insurance Agent	Each	\$	80.00
(1350)	Insurance Companies. . .	Each	\$	200.00
(1360)	Insurance – Title (with an office) . . .	Each	\$	125.00
(1370)	Interior Decorators. . .	Each	\$	120.00
J				
(1380)	Janitorial. . .	Each	\$	125.00
L				
(1390)	Labor Union Organizations . . .	Each	\$	250.00
(1400)	Landscaping/Gardening . . .	Each	\$	125.00
(1420)	Laundromat – Machine . . .	Each	\$	5.00
(1430)	Lawn Maintenance . . .	Each	\$	125.00
(1440)	Lawn Maintenance – additional Vehicle or Truck . . .	Each	\$	20.00
(1450)	Leasing – Equipment, Trucks, Tractors . . .	Each	\$	200.00
(1460)	Leasing – Furniture, Tools, Electronics, Equipment . . .	Each	\$	200.00
(1470)	Limousine Service (Office ONLY) . . .	Each	\$	200.00
(1480)	(Open)			

(1490)	Locksmiths . . .	Each	\$ 125.00
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M

(1500)	Machine Shops . . .	Each	\$ 50.00
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(1510)	Mail Order Business . . .	Each	\$ 125.00
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(1520)	Maintenance Companies . . .	Each	\$ 125.00
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(1530)	Manufacture and Manufacturing 1-10 people . . .		\$ 150.00
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(1540)	Manufacture and Manufacturing 11-25 people . . .		\$ 100.00
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(1550)	Manufacture and Manufacturing over 25 people . . .		\$ 200.00
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(1560)	Manufacture and Manufacturing,- truck if transporting . . .	Each	\$ 50.00
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(1570)	Marble and Granite Works . . .	Each	\$ 100.00
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(1580)	Massage Salon . . .	Each	\$ 125.00
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(1590)	Medical Clinics . . .	Each	\$ 200.00
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(1600)	Medical/Dental Labs . . .	Each	\$ 200.00
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(1610)	Merchant Retail . . .	Each	\$ 200.00
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	Plus per \$ 1,000 or Fraction Inventory (Max \$ 6,000) . . .		\$ 13.00
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(1630)	Merchants Wholesale . . .	Each	\$ 150.00
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	Plus per \$ 1,000 or Fraction Inventory (Max \$ 30,000) . . .		\$ 0.75
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(1650)	Messenger Service . . .	Each	\$ 60.00
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(1660)	Messenger Service - vehicle . . .	Each	\$ 20.00
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(1670)	Microfilm Storage . . .	Each	\$ 150.00
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(1680)	Mobile Home Park . . .	Each	\$ 300.00
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(1690)	Mobile Home Sales . . .	Each	\$ 150.00
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(1700)	Monuments and Tombstones . . .	Each	\$ 100.00
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(1710)	Motion Picture Theatre – 500 to 1,000 seats . . .		\$ 375.00
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(1720)	Motion Picture Theatre –over 1,000 seats . . .		\$ 450.00
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(1740)	Motion Picture Theatre – Candy and Popcorn Concession . . .		\$ 40.00
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(1750)	Moving Company with Storage . . .	Each	\$ 150.00
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(1760)	Music/Recording Studio . . .	Each	\$ 120.00
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N

(1770)	Newspaper Publishers Bureau Agency . . .	Each	\$ 125.00
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(1780)	Newspaper Publisher Daily . . .	Each	\$ 200.00
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(1790)	(Open)		
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(1800)	Newspaper Publisher Weekly, Semi-Monthly or Monthly . . .	Each	\$ 120.00
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(1810)	Newsstands . . .	Each	\$ 50.00
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(1820)	Night Clubs . . .	Each	\$ 400.00
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(1830)	Nurseries Trees/Plants . . .	Each	\$	100.00
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P

(1840)	Packers/Shippers . . .	Each	\$	100.00
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(1850)	Packing House . . .	Each	\$	80.00
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(1860)	Parcel Drop Service . . .	Each	\$	100.00
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(1870)	Parcel/Messenger Deliver . . .	Each	\$	60.00
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(1880)	Parcel/Messenger Deliver - vehicle . . .	Each	\$	10.00
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(1890)	Parking Lots – 1 to 25 cars . . .		\$	100.00
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(1900)	Parking Lots – over 25 cars . . .		\$	125.00
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(1910)	Pawnbrokers . . .	Each	\$	400.00
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(1920)	(Open)			
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(1930)	Photo Lab . . .	Each	\$	125.00
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(1940)	Photographers . . .	Each	\$	100.00
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(1950)	Photographers Studios – accessory use . . .	Each	\$	125.00
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(1960)	Photography Studios . . .	Each	\$	100.00
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(1970)	Piano Tuner . . .	Each	\$	40.00
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(1980)	Printing . . .	Each	\$	125.00
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(1990)	Private School less than 50 pupils . . .		\$	100.00
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(2000)	Private School more than 50 pupils . . .		\$	150.00
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(2010)	Production Studio . . .	Each	\$	150.00
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(2020)	Professionals . . .	Each	\$	120.00
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(2030)	Promoters . . .	Each	\$	250.00
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R

(2040)	Real Estate Broker with no Agents . . .		\$	120.00
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(2041)	Real Estate Broker with 2-4 Agents . . .		\$	175.00
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(2042)	Real Estate Broker with 5-25 Agents . . .		\$	225.00
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(2043)	Real Estate Broker with 26-60 Agents . . .		\$	325.00
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(2044)	Real Estate Broker with over 60 Agents . . .		\$	525.00
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(2050)	Real Estate Property Management . . .	Each	\$	125.00
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(2060)	(Open)		\$	
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(2070)	Rental Clothing and Uniforms . . .	Each	\$	125.00
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(2080)	Rental Furniture, Tools, Electronics, Equipment . . .	Each	\$	125.00
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(2090)	Repairs Watches and Jewelry . . .	Each	\$	100.00
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(2100)	Repairs – Appliances and Electronics . . .	Each	\$	100.00
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(2110)	Repairs – Automotive . . .	Each	\$	125.00
(2120)	Repairs – Business Machines . . .	Each	\$	100.00
(2130)	Repairs –Heavy Equipment . . .	Each	\$	125.00
(2140)	Repairs – Miscellaneous . . .	Each	\$	100.00
(2150)	Reproduction – Xerox Photocopy . . .	Each	\$	100.00
(2160)	Research Laboratories . . .	Each	\$	150.00
(2170)	Restaurants – 1 to 25 seats . . .		\$	100.00
(2180)	Restaurants – 26 to 100 seats . . .		\$	200.00
(2190)	Restaurants – 101 seats and over . . .		\$	300.00
(2200)	Restaurants – Drive-In . . .	Each	\$	100.00
(2210)	Retirement Adult Living – 1 to 25 beds . . .		\$	150.00
(2220)	Retirement Adult Living – 26 beds and over . . .		\$	300.00
(2230)	Rinks – Skating, Roller . . .	Each	\$	200.00
	S		\$	
(2240)	Sales Office No Stock . . .	Each	\$	100.00
(2250)	Salesperson . . .	Each	\$	100.00
(2260)	Sanitation – Truck . . .	Each	\$	100.00
(2270)	Secretarial Service . . .	Each	\$	120.00
(2280)	Security Companies . . .	Each	\$	125.00
(2290)	Septic Tank Cleaning . . .	Each	\$	150.00
(2300)	Service Station/Fuel Based . . .	Each	\$	100.00
(2310)	Service Station/Fuel Additional Pump . . .	Each	\$	5.00
(2320)	Sign Shops . . .	Each	\$	125.00
(2330)	Snack Bar as Accessory Use . . .	Each	\$	60.00
(2340)	Storage – 1 – 50 Units for Rent . . .		\$	150.00
(2350)	Storage –Over 50 Units for Rent . . .		\$	300.00
(2360)	Storage Warehouse . . .	Each	\$	120.00
(2370)	Storage Blasting Materials . . .	Each	\$	2,000.00
(2380)	Swimming Pool Maintenance . . .	Each	\$	125.00
(2390)	Swimming Pool Maintenance – Truck . . .	Each	\$	20.00
	T			
(2400)	Tanning Salon – 1 to 5 units . . .		\$	100.00
(2410)	Tanning Salon – As accessory use . . .		\$	50.00
(2420)	Tanning Salon – unit over 5 . . .	Each	\$	10.00

(2430)	Tattoo Parlor . . .	Each	\$	150.00
(2440)	Tax Preparation Service . . .	Each	\$	150.00
(2450)	Taxicab (Office Only) . . .	Each	\$	100.00
(2460)	(Open)			
(2470)	Taxidermists . . .	Each	\$	60.00
(2480)	Telecommunication Service . . .	Each	\$	100.00
(2490)	Telemarketing Sales . . .	Each	\$	100.00
(2500)	Telephone Companies . . .	Each	\$	300.00
(2510)	Television and Radio Station . . .	Each	\$	200.00
(2520)	Towing Service (Wrecking, Hauling, Salvage) . . .	Each	\$	80.00
(2530)	Transportation Private School - Vehicle . . .	Each	\$	50.00
(2540)	Travel Agency . . .	Each	\$	125.00
(2550)	Trucking or Transport Company . . .	Each	\$	150.00
(2560)	Trucking or Transport Company - Truck . . .	Each	\$	40.00
(2570)	Truck/Trailer Rental or Leasing . . .	Each	\$	150.00
(2580)	Truck/Trailer Rental or Leasing - Vehicle . . .	Each	\$	20.00

U

(2590)	Unclassified . . .	Each	\$	120.00
(2600)	Uniform Service (Towel, Linen, Diapers) . . .	Each	\$	125.00
(2610)	Upholsterer . . .	Each	\$	100.00

V

(2620)	Vehicle Leasing Company . . .	Each	\$	150.00
(2630)	Vehicle Showroom – New Vehicles	Each	\$	150.00
(2640)	Vehicle Showroom – Used Vehicles	Each	\$	200.00
(2650)	Vehicle Upholstery/Top Shop	Each	\$	125.00
(2660)	Vehicles Window Tinting . . .	Each	\$	125.00
(2670)	Vending Distributor . . .	Each	\$	125.00
(2680)	Vending – Machine as Accessory . . .	Each	\$	30.00
	Machine – 2 to 30 . . .		\$	12.00
	Machine – 31 to 100 . . .		\$	10.00
	Machine – 101 to 99,999 . . .		\$	8.00

W

(2690)	Windows and House Cleaning . . .	Each	\$	80.00
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Other

Licensing Application Fee (All name changes/address changes) . . .	\$	24.00
Application Fee	\$	12.00

Certificate of Use Fee

Revenue Description

Revenue is derived from a fee charged annually for each business within the City. The certificate of Use process is used to ensure that each business is operating in accordance with the City's zoning laws. Annually, each business is visited to determine that the uses at that particular location have not changed and are still allowed under the zoning code.

Legal Basis for Revenue

Florida Statutes §166.231, 180.14, 80.20
 City of Miami Gardens Charter Article 4, Section 4.9 & Article 8, Sections 8.3 & 8.4

Special Requirements: None.

Fund/Account Number

General Fund
 001-00-00-322-001-00

Use of Revenue

General Fund, unrestricted.

Method/Frequency of Payment

Tax is collected by the City yearly, with the renewal date established as October 1st.

Basis for Budget Estimate

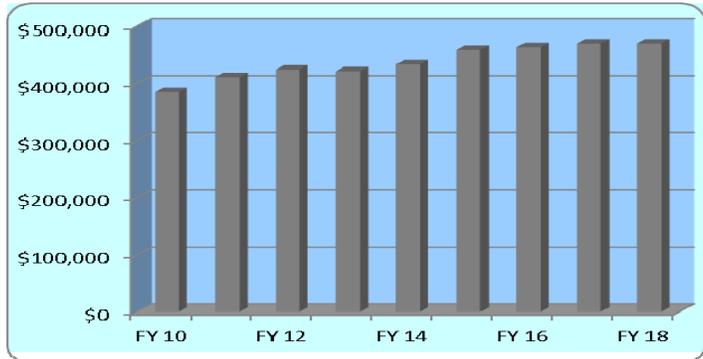
Estimate for budgeting purposes is made by the City staff based on historical trends. This is adjusted by an estimate of new businesses.

Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$384,850	
FY 11	\$411,123	6.83%
FY 12	\$424,311	3.21%
FY 13	\$421,368	-0.69%
FY 14	\$433,351	2.84%
FY 15	\$458,818	5.88%
FY 16	\$463,483	1.02%
FY 17*	\$470,000	1.41%
FY 18**	\$470,000	0.00%

* Estimated ** Budgeted

History of Certificate of Use Fee Collections



Discussion

Certificates of Use are a vital tool in assisting the City and its code enforcement and zoning departments by ensuring that improper land uses do not occur in the City. The program began in FY-06. The program to collect business licenses has also resulted in a significant increase in Certificate of use collections.

Fee Schedule

New Application Fee \$12.00

Other fees: (See next page)

D. CERTIFICATE OF USE (C.U.) AND TEMPORARY CERTIFICATE OF USE (T. C. U.) FEES

The following original fees shall be paid for all uses. The indicated renewal fee applies to those uses which are required to be renewed annually by Code or by Resolution. All non-renewable uses are issued permanent use certificates which shall remain valid for an unlimited time, unless revoked for cause, or abandoned, provided there is no change of use, ownership, or name, or that there is no enlargement, alteration or addition in the use or structure. An "upfront" processing fee equal to 50% of the total C. U. fee shall be assessed at the time of filing an application. The processing fee is non-refundable but shall be credited towards the final C. U. fee.

1. AGRICULTURAL		\$	165.90
All uses , except as otherwise listed herein (C027)			
Renewal		\$	157.50
2. ALCOHOL & SPECIAL PERMITS			
a. Bar and Lounge (R300)		\$	84.77
b. Night Clubs		\$	525.00
c. Private Clubs (R305)		\$	191.52
d. Restaurants (R307)		\$	131.57
3. BUSINESS, WHOLESALE AND RETAIL			
a. All uses (C005) except the following:	Per s/f	\$	0.04
1. Minimum		\$	119.70
2. Renewal		\$	69.30
b. Automobile, Recreational Vehicle, Boat, Truck, etc. rental and sales from open lot or combined open lots and building (C006)	Per s/f	\$	0.04
1. Minimum		\$	119.70
2. Renewal		\$	201.60
c. Automobile used parts yard, Commercial (C007)	Per s/f	\$	0.04
Minimum		\$	119.70
d. Change of owner of restaurant liquor/beer/wine in conjunction with restaurants, grocery store, etc. (C026)		\$	119.70
Renewal		\$	69.30
e. Incinerators, Junkyards, Slaughterhouses, Bulk Storage (R112)		\$	791.70
f. Products and Utility Plants (R501) initial fee	Per 30,000 s/f	\$	292.95
4. RESIDENTIAL			
a. Apartments, Hotels, Motor Hotels and all multiple family uses per building.			
1. (C003)	4-50 units	\$	72.45
2. (C021)	51-100 units	\$	87.15
3. (C022)	101-200 units	\$	99.75
4. (C023)	201 units or more	\$	113.40
b. Home Office (C042)		\$	31.50
Renewal		\$	18.90
c. Private School, Charter School, Day Nursery, Convalescent and Nursing Home, Hospital. Assisted Congregate Living Facilities (ACLF) and developmentally disabled home care. (C004)		\$	119.70
Minimum (C040)		\$	63.00
5. UNUSUAL USES, SPECIAL PERMITS, BUSINESS AND INDUSTRIAL USE VARIANCE			
a. Airports, Commercial Dumps Permit, Racetracks & Stadiums (C010)		\$	554.40
Renewal		\$	201.60
b. All unusual uses (C009), except the following:		\$	278.25
Renewal		\$	211.05
c. Cabaret, Nightclub, Liquor Package Store (C011)		\$	367.50
Renewal		\$	332.85
d. Churches (A026)		\$	119.70
Renewal		\$	63.00
e. Circus or Carnival and Special Events (C013)	Per week	\$	232.05
Renewal		\$	232.05
f. Lot Clearing, subsoil preparation (C032)		\$	138.60
1. Renewal		\$	126.00
2. Tent use		\$	31.50
g. Open Lot uses (C014)		\$	165.90
Renewal		\$	132.30
h. Rock Quarries, Lake Excavation and/or filling thereof (C012)		\$	435.75
Renewal		\$	211.05

A. ADMINISTRATIVE CHARGES

1. **Change of Use, Business Ownership or Name**
When there is a change of use, business ownership, or name, the fee shall be the original fee listed for the use of the property.
2. **Failure to Renew**
Certificate of Use(s) or Temporary Certificate of Use(s) not renewed on or before the renewal or expiration date will be accessed (A069 & MP40):
 - a. CU, TCU or TCC
 - b. Violations \$ Double Fee
188.53
3. **Inspection Fee**
 - a. When an inspection is necessary prior to the issuance of a CU(s), an inspection fee shall be charged for each inspector who is required to make a field inspection. (C024) \$ 74.48
 - b. TCU(s) will be charged at a fee equal to the Final CU(s) cost in addition to the inspection fee. This fee will be required, regardless of the length of time the TCU(s) is needed; up to ninety (90) days for the CU(s) and up to sixty (60) days for the TCU(s). (C034) \$ 70.92
4. **Occupancy without Certificate of Use(s) (ZDB1)** \$ 198.45
5. **Maximum Fees** \$ 791.70
The maximum fee for a CU provided no violations exists at the time of CU. (C500)
6. **Refunds**
No refunds shall be made of fees paid for use permits. In case of error, adjustments may be made by the Manager of the Code Enforcement Division.

Landlord Permit Fee

Revenue Description

Revenue is derived from a permit required of all property owners who rent their property for residential use.

Legal Basis for Revenue

Florida Statutes §166.231, 180.14, 80.20

City of Miami Gardens Charter Article 4, Section 4.9 & Article 8, Sections 8.3 & 8.4

City of Miami Gardens Ordinance 2005-04-52 and Resolution 2005-41-218

Special Requirements

None.

Fund/Account Number

General Fund

001-00-00-329-200-00

Use of Revenue

General Fund, unrestricted.

Method/Frequency of Payment

Fee is paid directly to the City at the Code Enforcement. Fee is due upon application of the annual permit. Permit cycle is from April 1 to March 31.

Basis for Budget Estimate

Estimate is a staff estimate based on historic collections and new construction.

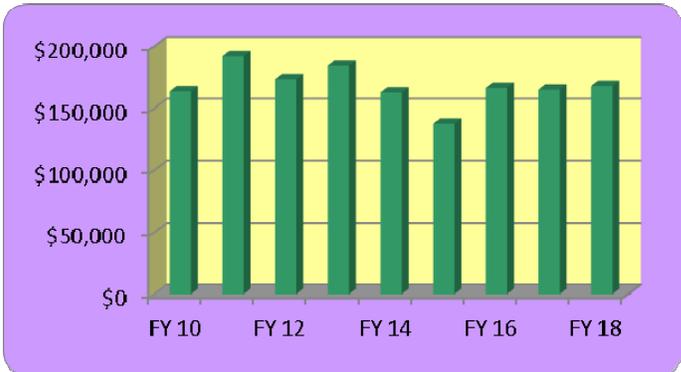
Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$163,609	
FY 11	\$191,829	17.25%
FY 12	\$173,488	-9.56%
FY 13	\$184,033	6.08%
FY 14	\$162,595	-11.65%
FY 15	\$137,504	-15.43%
FY 16	\$166,289	20.93%
FY 17*	\$165,000	-0.78%
FY 18**	\$168,000	1.82%

*Estimated

** Budgeted

History of Landlord Permit Fee Collections



Discussion

The landlord permit was initiated by the City as a means to control property maintenance by absentee landlords. As part of the process, the City inspects each rental property annually to ensure that all property codes are being met.

Fee Schedule

Application Fee	\$12.00
Single Family dwelling per year, per unit	\$66.15
Single-Family dwelling renewal (if no code violations)	\$49.61
Multi-Family dwellings w/more than one unit	
first unit	\$55.13
each additional unit	\$26.25
Multi-Family Dwelling renewal (if no code violations)	
first unit	\$38.59
each additional unit	\$15.00
Re-Inspection Fee	\$26.25
Ordinance Violation	
Civil - per day	\$250.00
Criminal – per day	\$500.00
+60 days jail	

Late Fee: Fee due April 1st. After April 1st, 10% for April plus 5% for each month of delinquency thereafter until paid. Max penalty 25% of fee due.

Lien Search Fee

Revenue Description

Revenue is derived from a fee levied on all requests for pending lien information. This later information is provided by the City's Code Enforcement department to the public, to realtors and to other closing agents. The fees are designed to recover the actual cost for providing this specialized service.

Legal Basis for Revenue

Florida Statutes §166.231, 180.14, 80.20
 City of Miami Gardens Charter Article 4, Section 4.9 & Article 8, Sections 8.3 & 8.4
 City Ordinance 2004-12-28

Special Requirements: None.

Fund/Account Number: General Fund
 001-00-00-341-101-00

Use of Revenue: General Fund, unrestricted.

Method/Frequency of Payment

Fee is paid in advance to the City's Code Enforcement Department by the requesting party for lien letter and upon release of registered lien.

Basis for Budget Estimate

Estimate for budgeting purposes is made by the City based on historical trends. This is adjusted by estimates of the coming real estate market.

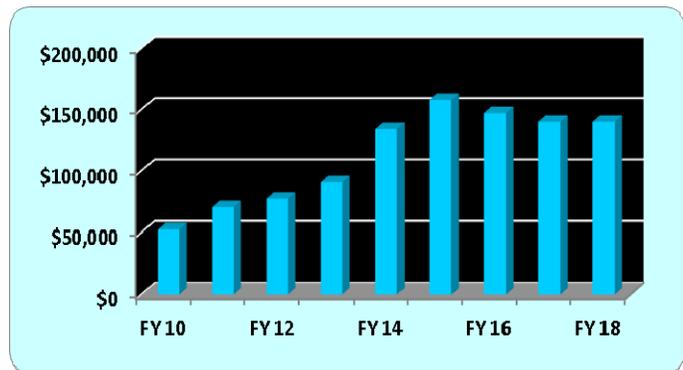
Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$52,300	
FY 11	\$70,396	34.60%
FY 12	\$77,196	9.66%
FY 13	\$90,745	17.55%
FY 14	\$134,069	47.74%
FY 15	\$157,756	17.67%
FY 16	\$147,144	-6.73%
FY 17*	\$140,000	-4.86%
FY 18**	\$140,000	0.00%

* Estimated

** Budgeted

History of Lien Search Fee Collections



Discussion

The lien release and search fees are revenues designed to recover the cost of this specialized service. It grew significantly during the real estate boom FY-06 and FY-07, but took a dive in FY-08. With foreclosure actions being processed by banking institutions, increase in this service was experienced in FY 2014 and especially in FY 2015. With the return of the economy and less foreclosure actions, activities for lien search have started to decline in FY 2016.

Fee Schedule

Lien Search Fees: Flat Fee 5-7 days \$50.00

Lien Reduction Fee

Revenue Description

Revenue is derived from a fee levied on all requests for reductions/releases of liens, including the Lien Amnesty program. This includes the \$262.50 fee to apply for a lien reduction. The fees are designed to recover the actual cost for providing this specialized service.

Legal Basis for Revenue

Florida Statutes §166.231, 180.14, 80.20

City of Miami Gardens Charter Article 4, Section 4.9 & Article 8, Sections 8.3 & 8.4

City Ordinance 2004-12-28

Special Requirements

None.

Fund/Account Number

General Fund

001-00-00-341-301-00

Use of Revenue

General Fund, unrestricted.

Method/Frequency of Payment

Fee is paid in advance to the City's Code Enforcement Department by the requesting party for lien letter and upon release of registered lien.

Basis for Budget Estimate

Estimate for budgeting purposes is made by the City based on historical trends.

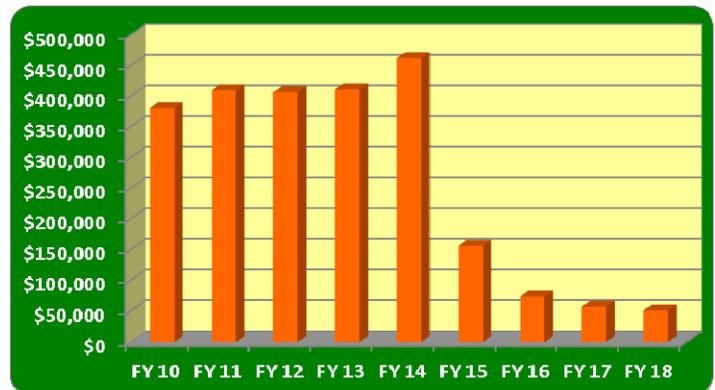
Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$379,919	
FY 11	\$408,931	7.64%
FY 12	\$405,850	-0.75%
FY 13	\$410,298	1.10%
FY 14	\$461,183	12.40%
FY 15	\$155,194	-66.35%
FY 16	\$72,922	-53.01%
FY 17*	\$56,000	-23.21%
FY 18**	\$50,000	-10.71%

* Estimated

** Budgeted

History of Lien Reduction Fee Collections



Discussion

The lien release fees are revenues designed to recover the cost of this specialized service. It grew significantly during the real estate boom and during the FY-09 amnesty period. Amnesty continues into FY-16 but began to see a decline as most cases have been settled.

Fee Schedule

Lien Reduction Application Fee	\$262.50
Lien Amnesty Application Fee	\$82.95
Item - Release of lien After Foreclosure	\$1,000.00

Bid Specification Charge

Revenue Description

Revenue is derived from the sale of certain bid plans and contract specifications to potential bidders. The fee varies and is designed to cover the cost of reproducing said plans. Fee varies to reflect the actual cost to the City of reproducing the plans and specifications.

Legal Basis for Revenue

Florida Statutes §166.231, 180.14, 80.20

City of Miami Gardens Charter Article 4, Section 4.9 and Article 8, Sections 8.3 and Section 8.4

City of Miami Gardens Ordinance 2007-16-122

Special Requirements

Plans and specifications are available in PDF form, this makes them available on DemandStar where they are free to members.

Fund/Account Number

General Fund

001-00-00-341-300-00

Use of Revenue

General Fund, unrestricted.

Method/Frequency of Payment

Charge is paid at the time the plans and specifications are purchased from the Purchasing Office.

Basis for Budget Estimate

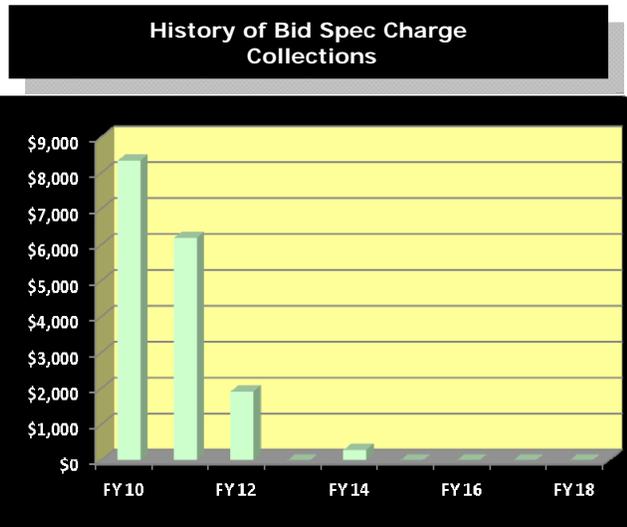
Estimate for budgeting purposes is made by the City's staff based on historical trends and known projects for the coming fiscal year.

Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% Increase/ (Decrease)</i>
FY 10	\$8,350	
FY 11	\$6,200	-25.75%
FY 12	\$1,925	-68.95%
FY 13	\$0	-100.00%
FY 14	\$300	100.00%
FY 15	\$0	-100.00%
FY 16	\$0	0.00%
FY 17*	\$0	0.00%
FY 18**	\$0	0.00%

*Estimated

** Budgeted



Discussion

The Bid spec charge is minor revenue designed to recover the cost of this specialized service. Generally, the City provides free bid documents through Sunbiz; however, occasionally, the documents cannot be shared on Compact Disc and must be reproduced mechanically. Because of this, the fee collection amounts are very erratic.

State Revenue Sharing

Revenue Description

The Florida Revenue Sharing Act of 1972 created a revenue sharing trust fund for Florida municipalities in order to ensure revenue parity throughout the state. The revenues collected from sales and fuel taxes and are allocated to local governments for specific, authorized purposes. To participate, the following requirements must be met:

- Report finances for the most recently completed fiscal year to the Department of Banking and Finance, pursuant to §218.32, F.S.;
- Make provisions for annual post-audits of its financial accounts, pursuant to Chapter 10,500, Rules of the Auditor general (§218.23(1)(b), F.S.);
- Levy ad valorem taxes that will produce the equivalent of 3 mills per dollar of assessed valuation or an equivalent amount of revenue from an occupational license tax or a utility tax in combination with the ad valorem tax, in the year 1972;
- Certify that its law enforcement officers, as defined in §943.10(1), F.S., meet the qualifications set by the Criminal Justice Standards and Training Commission, its salary structure and salary plans meet provisions of §943, F.S., and no law enforcement officer receives an annual salary of less than \$6,000;
- Certify its firefighters, as defined in §633.30(1), F.S., meet qualifications for employment established by the Division of State Fire Marshal pursuant to §633.34 and 633.35, F.S. and the provisions of §633.382 have been met;
- Each dependent special district must be budgeted separately according to §218.23(1)(f), F.S.;
- Meet Department of Revenue "Truth in Millage" (TRIM) requirements as stated in §200.065, F.S.

Legal Basis for Revenue

Laws of Florida, Chapters 72-360, 73-349, 76-168, 83-115, 84-369, 87-237, 90-110, 90-132,92-184, 92-319, 93-233, 93-71, 94-2, 94-146,94-218, 94-353, 95-417.

Florida Statutes §218.23

Florida Statutes §166.231, 180.14, 80.20

City of Miami Gardens Charter Article 4, Section 4.9 & Article 8, Sections 8.3 & 8.4

City of Miami Gardens Ordinance 2007-16-122

Special Requirements

For FY 2018, 23.81% of this revenue must be use for transportation purposes. The balance may be used for any legal purpose. Miami Gardens recognized 76.19% in the General Fund as general revenue.

Fund/Account Number

001-00-00-335-120-00 (General Fund)

100-00-00-335-120-00 (Transportation Fund)

Use of Revenue

General Fund, unrestricted.

Method/Frequency of Payment

Revenue is received form the State on a monthly basis with an extra "True-Up" amount after the year closes. Revenue has declined significantly in FY 09 & FY 10 but since then has gradually showed slightly increase and FY 17 is projected to have a 5.3% increase based on State projection.

Basis for Budget Estimate

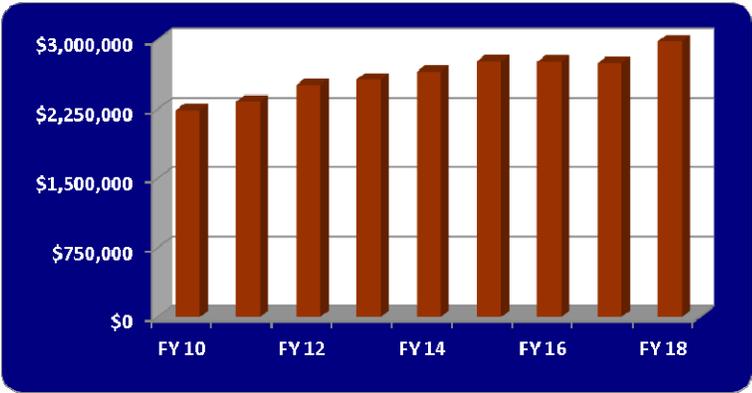
Estimate for budgeting purposes is made by the State Department of Revenue and may be adjusted by the City staff based on historical collections.

Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$2,236,155	-0.74%
FY 11	\$2,331,332	4.26%
FY 12	\$2,509,877	7.66%
FY 13	\$2,569,013	2.36%
FY 14	\$2,654,654	3.33%
FY 15	\$2,766,867	4.23%
FY 16	\$2,763,967	-0.10%
FY 17*	\$2,745,198	-0.68%
FY 18**	\$2,981,561	8.61%

*Estimated ** Budgeted

History of State Revenue Sharing Collections



Discussion

State Revenue Sharing is a major source of revenue for both the General Fund and the Transportation Fund. Because it is composed on sales, gas and other state collected revenues dependent on the economy.

Alcoholic Beverage Licenses

Revenue Description

The City is authorized to receive a portion of the State Alcohol License Fee collected by the Florida Department of Business and Professional Regulation's Division of Alcoholic Beverages and Tobacco for license taxes levied on manufacturers, distributors, vendors and sales agents of alcoholic beverages. Revenue is collected and remitted to the City on an annual basis.

Legal Basis for Revenue

Florida Statutes §561.342; §563.02; §564.02; §565.02(1), (4)-(5); and §565.03
 City of Miami Gardens Charter Article 4, Section 4.9 and Article 8, Sections 8.3 and Section 8.4
 City of Miami Gardens Ordinance 2007-16-122

Special Requirements: None.

Fund/Account Number: General Fund
 001-00-00-335-150-00

Use of Revenue: General Fund, unrestricted.

Method/Frequency of Payment

Tax is paid annually manufacturers, distributors, vendors and sales agents of alcoholic beverages to the State of Florida Department of Professional Regulation and subsequently remitted to the City annually.

Basis for Budget Estimate

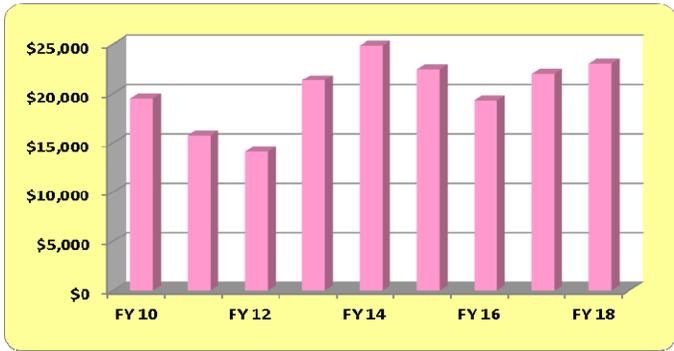
Estimate for budgeting purposes is made by the City based on historical collections and trend analysis.

Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$19,501	
FY 11	\$15,713	-19.42%
FY 12	\$14,080	-10.39%
FY 13	\$21,328	51.48%
FY 14	\$24,834	16.44%
FY 15	\$22,440	-9.64%
FY 16	\$19,312	-13.94%
FY 17*	\$22,000	13.92%
FY 18**	\$23,000	4.55%

* Estimated ** Budgeted

History of Alcoholic Beverage License Fee Collections



Discussion

This is minor revenue that does not yet have a very predictable pattern.

Half-Cent Sales Tax

Revenue Description

The 1/2-cent Sales tax is a state-shared revenue. In 1982, the local government half-cent sales tax program was created to provide an additional income for municipalities beyond ad valorem and utility taxes. Eligibility requirements are outlined in §218.63, F.S. as follows:

- Meet incorporation criteria in §165.061, F.S.,
- Meet millage limitation requirements outlined in §200.065, F.S.

Legal Basis for Revenue

Laws of Florida, Chapters 82-154, 83-299, 85-342, 86-166, 87-6, 87-101, 87-548, 87-239, 88-119, 90-93, 91-112, 92-319, 93-207, 94-245

Florida Statutes §218.63

City of Miami Gardens Charter Article 4, Section 4.9 & Article 8, Sections 8.3 & 8.4

City of Miami Gardens Ordinance 2007-16-122

Special Requirements: None.

Fund/Account Number: General Fund
001-00-00-335-180-00

Use of Revenue

The proceeds may be used for general public expenditures.

Method/Frequency of Payment

The Department of Revenue distributes funds from the Local Government Half-Cent Sales Tax Clearing Trust Fund (created §218.61, F.S.) directly to the city by Electronic Fund Transfer (EFT). Payments are received by the City monthly.

Basis for Budget Estimate

Estimate for budgeting purposes is made by the State Department of Revenue and may be adjusted by the City staff based on historical collections.

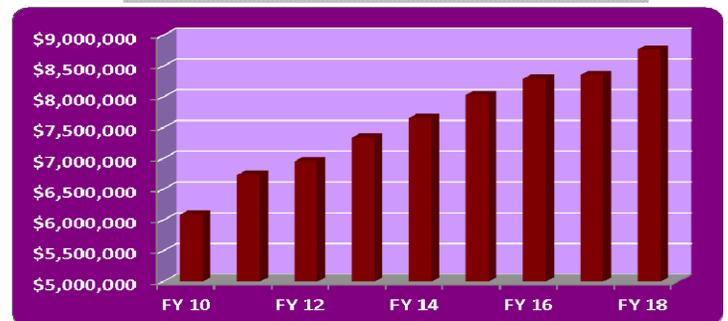
Discussion

The 1/2-Cent Sales Tax is the second largest continuing source of revenue to the City's General Fund. Collections took a dramatic drop in FY-09 and FY10 as the recession bottomed out. Since then this revenue has been steadily increasing each year.

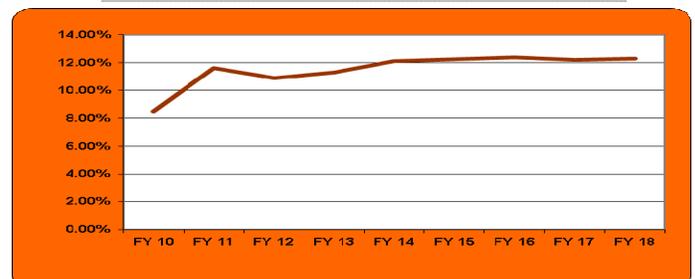
Collection History		
Fiscal Year	Amount	% increase/ (Decrease)
FY 10	\$6,086,022	
FY 11	\$6,735,085	10.66%
FY 12	\$6,955,225	3.27%
FY 13	\$7,337,557	5.50%
FY 14	\$7,657,123	4.36%
FY 15	\$8,030,952	4.88%
FY 16	\$8,297,899	3.32%
FY 17*	\$8,358,313	0.73%
FY 18**	\$8,770,787	4.93%

* Estimated ** Budgeted

History of 1/2-Cent Sales Tax Collections



History of 1/2-Cent Sales Tax as % of Total General Fund Revenue



County Local Business License Tax (Formerly County Occupational License)

Revenue Description

The County Local Business Tax is levied by Miami-Dade County for the privilege of conducting or managing any business, profession, or occupation within its jurisdiction. Tax proceeds are shared with the municipality in which the business is located, if applicable. All businesses with a city must have both a city and county business license in order to operate.

Legal Basis for Revenue

Florida Statutes Chapter 205.054-205.192

City of Miami Gardens Charter Article 4, Section 4.9 & Article 8, Sections 8.3 & 8.4

City of Miami Gardens Ordinance 2007-16-122

Special Requirements

None.

Fund/Account Number

General Fund

001-00-00-338-0001-00

Use of Revenue

General Fund, unrestricted.

Method/Frequency of Payment

The County Business License Tax is collected by Miami Dade County and remitted to the City on a monthly basis.

Basis for Budget Estimate

Estimate for the County Business License Tax is made by staff based historic trends.

Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$60,074	
FY 11	\$147,746	145.94%
FY 12	\$136,403	-7.68%
FY 13	\$136,228	-0.13%
FY 14	\$132,102	-3.03%
FY 15	\$135,552	2.61%
FY 16	\$120,943	-10.78%
FY 17*	\$135,000	11.62%
FY 18**	\$135,000	0.00%

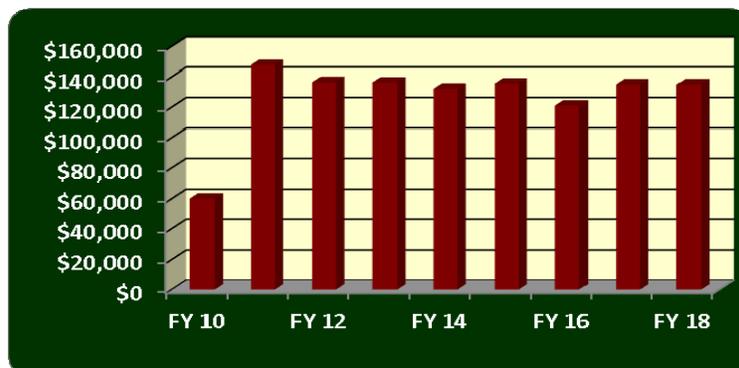
* Estimated

** Budgeted

Discussion

The County Business License Tax is minor City revenue first received in FY-04. Revenue received in July FY 2009 should have been for FY 2010. Due to accounting error not recognized at year end, it affected FY 2010 revenue. Subsequent receipts seem to have leveled off at a consistent level.

History of County Business License Tax Collections



General Fund Overhead Charges

Revenue Description

As part of the City's internal charge system, the General Fund assesses a fee from the other operating Funds for the services it provides to those Funds. These services include such policy functions such as their proportionate share of the costs of the Mayor and City Council, Offices of the City Manager and City Clerk and the Office of the City Attorney. It also covers expenses related to the Human Resources and Finances Departments.

Legal Basis for Revenue

Florida Statutes §166.231

City of Miami Gardens Charter Article 4, Section 4.9 & Article 8, Sections 8.3 & 8.4

City of Miami Gardens Ordinance 2007-16-122

Special Requirements: None.

Fund/Account Number

General Fund

001-00-00-381-015-10 (Transportation Fund); 001-00-00-381-029-41 (Stormwater Fund)

001-00-00-381-028-14 (CDBG Fund); 001-00-00-381-026-15 (Development Services Fund)

Use of Revenue: General Fund, unrestricted.

Method/Frequency of Payment

The City's Finance Department transfers 1/12 of the total each month from the respective Fund to the General Fund.

Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$1,290,544	
FY 11	\$1,408,809	9.16***
FY 12	\$1,095,364	(22.25%)
FY 13	\$1,085,745	(0.88%)
FY 14	\$1,349,358	24.28%
FY 15	\$1,019,630	-24.44%
FY 16	\$1,040,025	2.00%
FY 17*	\$1,060,826	2.00%
FY 18**	\$1,092,650	3.00%

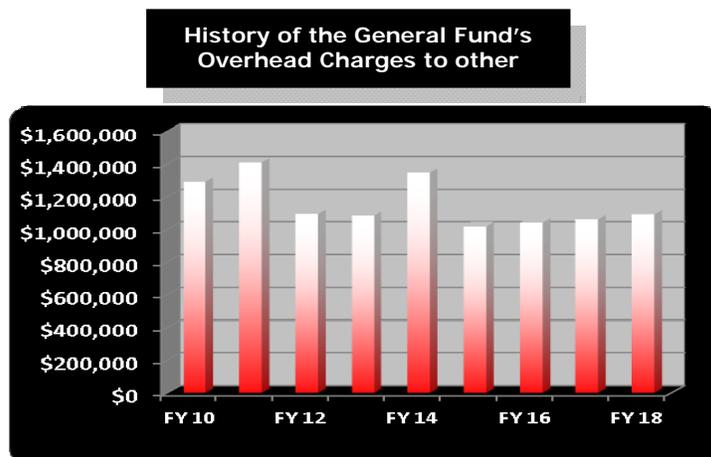
* Estimated

** Budgeted

***General Service was re-combined into the General Fund

Discussion

The internal chargeback or cost allocation system was developed in order to ensure that all Funds paid their fair share of overhead costs. In this way, a more accurate financial picture of the Funds' operations can be portrayed. Changes in the collected levels generally reflect an increasing sophistication of the formula and the inclusion of additional components. Additional, the continued rapid growth in the City's organization since incorporation exaggerates the trend. Finally, for FY-11, the General Services Fund is being combined with the General Fund. This should level out in future years.



Non-Criminal Traffic Fines

Revenue Description

Court costs and fees for civil traffic infractions as determined by statute with 25% to the General Fund of the State of Florida and 75% to the municipality that issued the ticket. These fees are collected by the Clerk of Courts for Miami-Dade County and the City's portion is remitted on a monthly basis.

Legal Basis for Revenue

Florida Statutes §1318.18 and §318.1215
 City of Miami Gardens Charter Article 4, Section 4.9
 City of Miami Gardens Ordinance 2007-16-122

Special Requirements

None.

Fund/Account Number

General Fund
 001-00-00-351-500-00

Use of Revenue

General Fund, unrestricted.

Method/Frequency of Payment

The City's portion of the traffic fine is paid monthly by the Miami Dade County Clerk of Court.

Basis for Budget Estimate

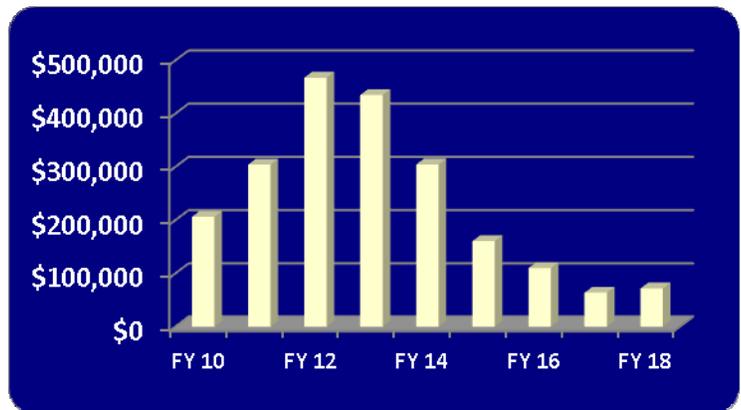
Estimate for the budget is based on historical receipts.

Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$206,488	
FY 11	\$304,432	47.43%
FY 12	\$467,670	53.62%
FY 13	\$435,147	-6.95%
FY 14	\$304,878	-29.94%
FY 15	\$160,679	-47.30%
FY 16	\$110,062	-31.50%
FY 17*	\$63,733	-42.09%
FY 18**	\$72,000	12.97%

* Estimated ** Budgeted

History of Traffic Fine Revenue



Discussion

This revenue has been reducing for the past year attributed to less tickets being issued.

Fee Schedule

The schedule of non-criminal traffic fines is as follows:

<i>Speeding MPH Over Speed Limit</i>	<i>Paid Within 30 Days</i>	<i>Paid After 30 Days</i>
6-9	\$144.00	\$160.00
10-14	\$219.00	\$235.00
15-19	\$269.00	\$285.00
20-29	\$294.00	\$310.00
30/More	\$369.00	\$385.00

If the case goes to Court, the Judge can impose a fine of up to \$500.
 For other fines, call the Miami-Dade Clerk of Court.

Parking Fines

The City receives a portion of all parking ticket violations written within its municipal borders. These fines are paid to the Miami-Dade County Clerk of Court and remitted to the City monthly.

Legal Basis for Revenue

Florida Statutes §166.231, §318
 City of Miami Gardens Charter Article 4, Section 4.9
 City of Miami Gardens Ordinance 2007-16-122

Special Requirements

None.

Fund/Account Number

General Fund
 001-00-00-351-100-00

Use of Revenue

General Fund
 Unrestricted.

Method/Frequency of Payment

The City's portion of the traffic fine is forwarded by check monthly by the Miami Dade County Clerk of Court.

Basis for Budget Estimate

Estimate for the budget is based on historical receipts, trend analysis and any know or planned enforcement enhancements.

Collection History

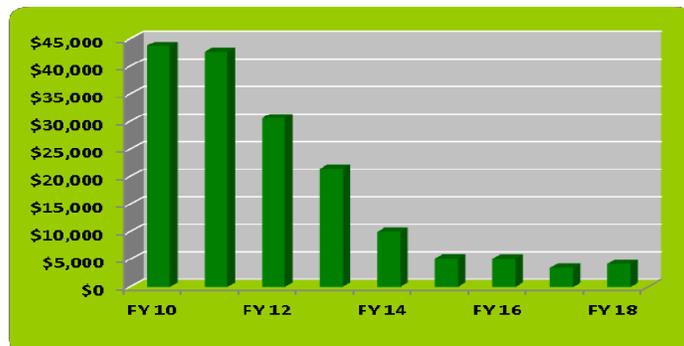
<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$43,709	
FY 11	\$42,610	-2.51%
FY 12	\$30,618	-28.14%
FY 13	\$21,470	-29.88%
FY 14	\$10,002	-53.41%
FY 15	\$5,210	-47.91%
FY 16	\$5,166	-0.84%
FY 17*	\$3,492	-32.40%
FY 18**	\$4,200	20.27%

* Estimate
 ** Budgeted

Discussion

This revenue has been reducing in the past few years. One of the reason is that less tickets are being issued.

History of Parking Fine Revenue to the General Fund



School Crossing Guard Fines #1

A portion of traffic fines collected by the Clerk of Courts for violations of Chapter 318, Florida Statutes (Traffic Code), must be returned to the local government in which the infraction occurred and be used for School Crossing guard expenses.

Legal Basis for Revenue

Florida Statutes §166.231, 318.21

City of Miami Gardens Charter Article 4, Section 4.9 and Article 8, Section 8.3 and Section 8.4

City of Miami Gardens Ordinance 2007-16-122

Special Requirements

Funds must be used to fund a school crossing guard program.

Fund/Account Number: GF: 001-00-00-351-300-00

Use of Revenue

General Fund. Funds must be used to fund a school crossing guard program.

Method/Frequency of Payment

The City's portion of the traffic fine is forwarded by check monthly by the Miami Dade County Clerk of Court.

Basis for Budget Estimate

Estimate for the budget is based on historical receipts.

Collection History		
<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$321,924	
FY 11	\$276,604	-14.08%
FY 12	\$279,527	1.06%
FY 13	\$226,040	-19.13%
FY 14	\$205,769	-8.97%
FY 15	\$215,185	4.58%
FY 16	\$238,231	10.71%
FY 17*	\$229,104	-3.83%
FY 18**	\$230,000	0.39%

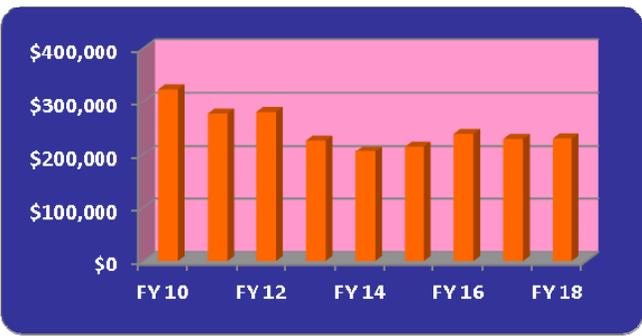
* Estimated

** Budgeted

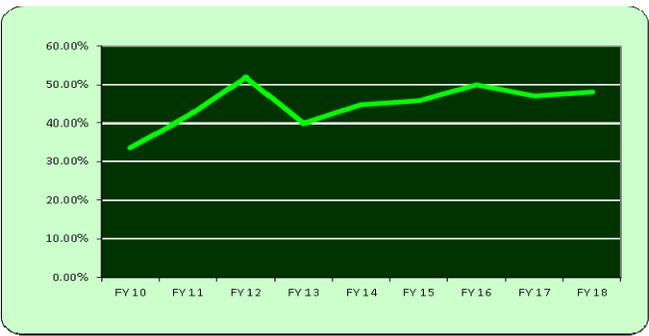
Discussion

The revenue covers less than 50% of the costs of the program. Depends on the citations being issued or collected it affects the revenue for the fiscal year.

History of School Crossing Guard 1 Revenue



Percentage of all School Crossing Revenues Compared to Actual School Crossing Program Expenditures



School Crossing Guard Fines #2

A portion of traffic fines collected by the Clerk of Courts for violations of Chapter 318, Florida Statutes, must be returned to the local government where the infraction occurred to be used for School Crossing guard expenses.

Legal Basis for Revenue

Florida Statutes §166.231, 180.14, 80.20

City of Miami Gardens Charter Article 4, Section 4.9 & Article 8, Sections 8.3 & 8.4

City of Miami Gardens Ordinance 2007-16-122

Special Requirements: None.

Fund/Account #: GF: 001-00-00-351-200-00

Use of Revenue

General Fund. Fund must be used to fund a school crossing guard program.

Method/Frequency of Payment

Traffic fines are forwarded by check monthly by the Miami Dade County Clerk of Court.

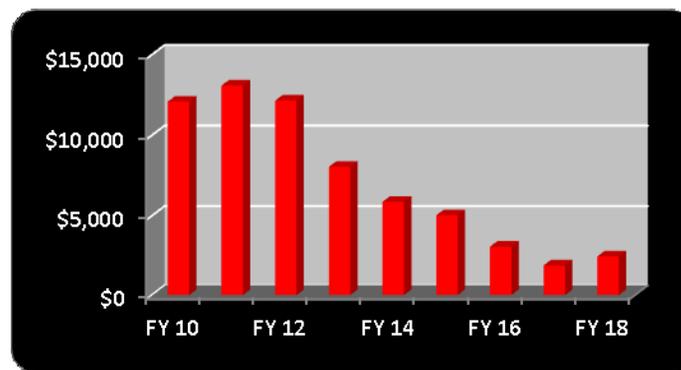
Basis for Budget Estimate

Estimate based on historical receipts.

Collection History		
<i>Fiscal Year</i>	<i>Amount</i>	<i>% Increase/ (Decrease)</i>
FY 10	\$12,092	
FY 11	\$13,086	8.22%
FY 12	\$12,153	-7.13%
FY 13	\$8,044	-33.81%
FY 14	\$5,869	-27.04%
FY 15	\$5,035	-14.21%
FY 16	\$3,003	-40.36%
FY 17*	\$1,840	-38.73%
FY 18**	\$2,400	30.43%

* Estimated
** Budgeted

History of School Crossing Guard 2 Revenue



Parks and Recreation Fees

Revenue Description

The City's Parks and Recreation Department provides a wide variety of activities and programs throughout the year, serving residents, youth, seniors and others. Each of these activities carries a user fee for the service designed to help the City pay for providing the particular program. Generally, fees only recover approximately 10% of the total cost to run the department.

Legal Basis for Revenue

Florida Statutes §166.201

City of Miami Gardens Charter Article 4, Section 4.9 & Article 8, Sections 8.3 & 8.4

Special Requirements

None.

Fund/Account Number General Fund 001-00-00-347-200-00

Use of Revenue

General Fund, unrestricted.

Method/Frequency of Payment

Fees and charges are collected throughout the year in conjunction with each respective event or program.

Basis for Budget Estimate Historical receipts, trend analysis and programs offered.

Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$989,722	
FY 11	\$544,594	-44.98%
FY 12	\$520,368	-4.45%
FY 13	\$606,962	16.64%
FY 14	\$628,947	3.62%
FY 15	\$568,060	-9.68%
FY 16	\$469,919	-17.28%
FY 17*	\$416,495	-11.37%
FY 18**	\$427,000	2.52%

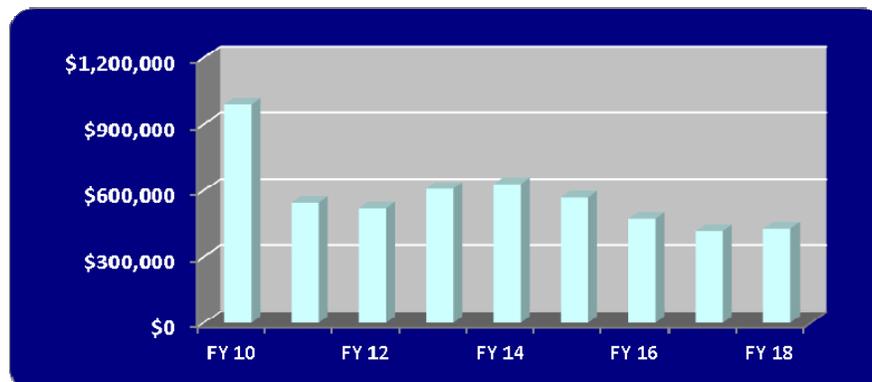
* Estimate (Includes Donations)

** Budgeted

Discussion

Recreation revenues include fees charged for after-school programs, summer camps, daily admissions and facility rentals.

History of Parks and Recreation Department Fee Revenue to the General Fund



Program Fee

Note: REGISTRATION FEES ARE NON REFUNDABLE

County Residents				
Sport Programs	Registration	1st Participant	2nd Participant	3rd Participant
Bid Whist Tournament (Individual)		\$19.00		
Bid Whist Tournament (Team)		\$24.00		
CMGYS Program - Baseball	\$10.00	\$73.00		
CMGYS Program- Basketball	\$10.00	\$73.00		
CMGYS Program- Basketball - Youth Corporative (per team)		\$300.00		
CMGYS Program- Basketball - Adults Corporative (per team)		\$300.00		
CMGYS Program- Cheerleading	\$10.00	\$109.00		
CMGYS Program- Flag Football	\$10.00	\$43.00		
CMGYS Program- Flag Football - Youth (per team)		\$300.00		
CMGYS Program- Flag Football - Adults (per team)		\$300.00		
CMGYS Program- Football	\$10.00	\$109.00		
CMGYS Program- Sports Summer Camp	\$10.00	\$61.00	\$50.00	\$44.00
CMGYS Program- Track & Field	\$10.00	\$109.00		
Youth Weekly Tennis Training	\$10.00	\$75.00		
Youth Soccer Clinics	\$10.00	\$50.00		
Volleyball	\$10.00	\$25.00		
Girls Team Basketball Camp - (per team)		\$300.00		
Aquatic Programs	Registration	1st Participant	2nd Participant	3rd Participant
Swim Team - Quarterly	\$15.00*	\$40.00		
Parent and Tots (4 classes)		\$24.00		
Swim Lessons (8 Classes)		\$36.00		
Aqua Fitness (Month) One session		\$36.00		
Aqua Fitness (Month) Both Session		\$46.00		
Aqua Fitness (Drop in Class)		\$7.00		
Recreation Camps	Registration	1st Participant	2nd Participant	3rd Participant
Shining Stars After-School (includes \$10.00 to cover transportation)	\$10.00	\$48.00	\$37.00	\$32.00
After-School Teens	\$10.00	\$30.00		
After-School Daily Rate (for holiday weeks)**		\$5.00		
Kid's Day Off -- Currently enrolled In AS		\$7.00		
Kid's Day Off -- Not currently enrolled In AS		\$12.00		
Spring Camp Explosion	\$10.00	\$55.00	\$44.00	\$39.00
Summer Camp	\$10.00	\$67.00	\$56.00	\$51.00
Teen Adventure Summer Camp	\$10.00	\$36.00	\$25.00	\$20.00
Teen Spring Camp	\$10.00	\$55.00	\$44.00	\$39.00
Teen Winter Fun Camp	\$10.00	\$36.00	\$25.00	\$20.00
Winter Wonderland Camp (6 days)	\$10.00	\$73.00	\$62.00	\$56.00
Youth Art Class (per month)		\$48.00		
Adult Programs	Registration	1st Participant	2nd Participant	3rd Participant
Golden Gardens Club - Gold (per month)		\$25.00		
Golden Gardens Club - Silver (per month)		\$15.00		
Golden Gardens Club - Bronze (per month)		\$5.00		

Program Fee (Continued)

Note: REGISTRATION FEES ARE NON REFUNDABLE

Non-County Resident				
Sport Programs	Registration	1st Participant	2nd Participant	3rd Participant
CMGYS Program- Baseball	\$10.00	\$91.00		
CMGYS Program- Basketball	\$10.00	\$91.00		
CMGYS Program- Cheerleading	\$10.00	\$169.00		
CMGYS Program- Flag Football	\$10.00	\$61.00		
CMGYS Program- Football	\$10.00	\$169.00		
CMGYS Program- Sports Summer Camp	\$10.00	\$79.00	\$68.00	\$63.00
CMGYS Program- Track & Field	\$10.00	\$169.00		
Youth Weekly Tennis Training	\$10.00	\$93.75		
Youth Soccer Clinics	\$10.00	\$62.50		
Volleyball - New	\$10.00	\$31.25		
Aquatic Programs	Registration	1st Participant	2nd Participant	3rd Participant
Swim Team - Quarterly	\$15.00*	\$50.00		
Parent and Tots (4 classes)		\$24.00		
Swim Lessons (8 Classes)		\$48.00		
Aqua Fitness (Month) One session		\$60.00		
Aqua Fitness (Drop in Class)		\$9.00		
Recreation Camps	Registration	1st Participant	2nd Participant	3rd Participant
Shining Stars After-School <i>(includes \$10.00 to cover transportation)</i>	\$10.00	\$67.00	\$56.00	\$51.00
After-School Teens - New	\$10.00	\$37.50		
After-School Daily Rate (for holiday weeks)**		\$6.25		
Kid's Day Off -- Currently enrolled In Afterschool		\$19.00		
Kid's Day Off -- Not currently enrolled In Afterschool		\$24.00		
Spring Camp Explosion	\$10.00	\$73.00	\$62.00	\$56.00
Summer Camp	\$10.00	\$85.00	\$74.00	\$68.00
Teen Adventure Summer Camp	\$10.00	\$55.00	\$44.00	\$39.00
Teen Spring Camp	\$10.00	\$55.00	\$44.00	\$39.00
Teen Winter Fun Camp	\$10.00	\$55.00	\$44.00	\$39.00
Winter Wonderland Camp (6 days)	\$10.00	\$91.00	\$80.00	\$75.00
Youth Art Class (per month)		\$58.00		

* \$15.00 payment will be made payable to the swim team association, not City of Miami Gardens

** Holiday weeks: Holiday week is the week that has less than 3 days of school

Community Center Memberships

County Residents				
Entry Fee/Membership	<i>Daily</i>	One Month	Six Months	Annual
Fitness Center: Children 14 years of age and younger are not permitted in the Fitness Center				
Fitness Center Entry Fee for anyone 15 years of age and older	\$5.00	\$25.00	\$135.00	\$270.00
Fitness Center Entry Fee Seniors (55+)	\$4.00	\$20.00	\$110.00	\$210.00
Aquafitness: For anyone 15 years of age and older				
Monthly membership one session (am or pm)		\$36.00		
Monthly membership both sessions (am and pm)		\$46.00		
Open/Lap Swim Hours: Not available during summer due to youth summer camp swimming programs. All infants and children 12 years and under must be accompanied by an adult				
Open/Lap Swim hours for Adults	\$3.00			
Open/Lap Swim hours for Children (6 thru 17) and Seniors (55+)	\$2.00			
Gymnasium: Daily Rates				
Gymnasium Daily entry fee for Adults	\$3.00			
Gymnasium Daily entry fee for Children (6 thru 17) and Seniors (55+)	\$2.00			
Golden Gardens Seniors				
Golden Gardens Club - Gold (per month)		\$25.00		
Golden Gardens Club - Silver (per month)		\$15.00		
Golden Gardens Club - Bronze (per month)		\$5.00		

Pool Party Packages*	Rate	Additional Hours Each	Service Charge
Private Rental: 0-35 People; 3 Hours	\$305.00	\$50.00	\$25.00
Private Rental: 36-72 People; 3 Hours	\$490.00	\$50.00	\$25.00
1. Rentals include tables, chairs and the outside southwest corridor; days and times may be restricted based on other programming and/or prior reservations 2. Rain checks are granted only in event of inclement weather; 3. Proper swim attire must be worn in the pool facility at all times			

Non- County Residents				
Entry Fee/Membership	<i>Daily</i>	One Month	Six Months	Annual
Fitness Center: Children 14 years of age and younger are not permitted in the Fitness Center				
Fitness Center Entry Fee for anyone 15 years of age and older	\$10.00	\$50.00	\$270.00	\$540.00
Fitness Center Entry Fee Seniors (55+)	\$9.00	\$45.00	\$245.00	\$480.00
Aquafitness: For anyone 15 years of age and older				
Monthly membership one session (am or pm)		\$60.00		
Monthly membership both sessions (am and pm)		\$70.00		
Open/Lap Swim Hours: Not available during summer due to youth summer camp swimming programs. All infants and children 12 years and under must be accompanied by an adult				
Open/Lap Swim hours for Adults	\$6.00			
Open/Lap Swim hours for Children (6 thru 17) and Seniors (55+)	\$5.00			
Gymnasium: Daily Rates				
Gymnasium Daily entry fee for Adults	\$6.00			
Gymnasium Daily entry fee for Children (6 thru 17) and Seniors (55+)	\$5.00			

*** Cancellation Clause:**

Cancellation of 8 days or more from the date of rental event will receive 100% refund
 Cancellation of 7 days or less from the date of rental event will forfeit all payments

Community Center Rentals

Residents Rental Rates - Hourly based			
Room/Space Rentals*	Hourly Fee - Exempted	Hourly Fee - Taxed	Service Charge
Hibiscus Room	\$52.00	\$56.00	\$85.00
Gardenia Room	\$41.00	\$44.00	\$85.00
Orchid Room	\$52.00	\$56.00	\$85.00
Palm Room	\$52.00	\$56.00	\$85.00
Birds of Paradise Room A	\$75.00	\$80.00	\$85.00
Birds of Paradise Room B	\$35.00	\$37.00	\$85.00
Birds of Paradise Room C	\$46.00	\$49.00	\$85.00
Birds of Paradise Room Full	\$139.00	\$149.00	\$85.00
Resource Center	\$52.00	\$56.00	\$85.00
Kitchen	\$23.00	\$25.00	\$30.00
Gymnasim	\$75.00	\$80.00	\$85.00
Exercise Studio A	\$52.00	\$56.00	\$85.00
Exercise Studio B	\$35.00	\$37.00	\$85.00
Auditorium (4hr. Minimum) M-F 8am - 6pm	\$110.00	\$118.00	\$170.00
Auditorium (4hr. Minimum) Evenings, Sat. & Sun.	\$179.00	\$192.00	\$170.00
Track - With Lights (2hr. Minimum)	\$69.00	\$74.00	\$85.00
Track - Without Lights (2hr. Minimum)	\$52.00	\$56.00	\$85.00
Multipurpose Field - With Lights (2hr. Minimum)	\$69.00	\$74.00	\$85.00
Multipurpose Field - Without Lights (2hr. Minimum)	\$52.00	\$56.00	\$85.00
Amphitheater (2hr. Minimum) M-F 8am - 6pm	\$151.00	\$162.00	\$115.00
Amphitheater (2hr. Minimum) Evenings, Sat. & Sun.	\$208.00	\$223.00	\$115.00
Additional Staff per event hour	\$21.00	\$22.00	N/A
Non-Residents Rental Rates - Hourly based			
Room/Space Rentals*	Hourly Fee - Exempted	Hourly Fee - Taxed	Service Charge
Hibiscus Room	\$75.00	\$80.00	\$85.00
Gardenia Room	\$58.00	\$62.00	\$85.00
Orchid Room	\$75.00	\$80.00	\$85.00
Palm Room	\$75.00	\$80.00	\$85.00
Birds of Paradise Room A	\$110.00	\$118.00	\$85.00
Birds of Paradise Room B	\$52.00	\$56.00	\$85.00
Birds of Paradise Room C	\$69.00	\$74.00	\$85.00
Birds of Paradise Room Full	\$197.00	\$211.00	\$85.00
Resource Center	\$75.00	\$80.00	\$85.00
Kitchen	\$35.00	\$37.00	\$30.00
Gymnasim	\$110.00	\$118.00	\$85.00
Exercise Studio A	\$75.00	\$80.00	\$85.00
Exercise Studio B	\$52.00	\$56.00	\$85.00
Auditorium (4hr. Minimum) M-F 8am - 6pm	\$162.00	\$173.00	\$170.00
Auditorium (4hr. Minimum) Evenings, Sat. & Sun.	\$237.00	\$254.00	\$170.00
Track - With Lights (2hr. Minimum)	\$98.00	\$105.00	\$85.00
Track - Without Lights (2hr. Minimum)	\$75.00	\$80.00	\$85.00
Multipurpose Field - With Lights (2hr. Minimum)	\$98.00	\$105.00	\$85.00
Multipurpose Field - Without Lights (2hr. Minimum)	\$75.00	\$80.00	\$85.00
Amphitheater (2hr. Minimum) M-F 8am - 6pm	\$202.00	\$216.00	\$115.00
Amphitheater (2hr. Minimum) Evenings, Sat. & Sun.	\$254.00	\$272.00	\$115.00
Additional Staff per event hour	\$21.00	\$22.00	N/A

*** Cancellation Clause:**

Cancellation of 8 days or more from the date of rental event will receive 100% refund
 Cancellation of 7 days or less from the date of rental event will forfeit all payments

Facility Rentals

Park	Facility*	DJ	Tax Exempt Rental Fee (1-75 People)	Tax Exempt Rental Fee (76-150 People)	Non-Exempt Rental Fee (1-75 People)	Non-Exempt Rental Fee (76-150 People)	Service Charge (non-refundable)
AJ King	OUTSIDE	N	\$107.00	\$131.00	\$114.00	\$150.00	\$60.00
	INSIDE (CAPACITY 182)	Y	\$182.00	\$231.00	\$195.00	\$265.00	\$60.00
Brentwood	PAVILLION	Y	\$122.00	N/A	\$131.00	N/A	\$60.00
	INSIDE (CAPACITY 40)	Y	\$107.00	N/A	\$114.00	N/A	\$60.00
Bennet M. Lifter	PAVILION	N	\$122.00	N/A	\$131.00	N/A	\$60.00
	INSIDE (CAPACITY 50)	Y	\$107.00	N/A	\$114.00	N/A	\$60.00
Buccaneer	OUTSIDE	N	\$107.00	\$131.00	\$114.00	\$150.00	\$60.00
	INSIDE (CAPACITY 50)	Y	\$160.00	N/A	\$171.00	N/A	\$60.00
Bunche	OUTSIDE	Y	\$107.00	\$131.00	\$114.00	\$150.00	\$60.00
	INSIDE (CAPACITY 40)	Y	\$107.00	\$131.00	\$114.00	\$150.00	\$60.00
Cloverleaf	OUTSIDE	N	\$107.00	\$131.00	\$114.00	\$150.00	\$60.00
	INSIDE (CAPACITY 80)	Y	\$160.00	\$231.00	\$171.00	\$265.00	\$60.00
Miami Carol City	PAVILION	Y	\$122.00	\$143.00	\$131.00	\$163.00	\$60.00
	INSIDE (CAPACITY 80)	Y	\$182.00	\$231.00	\$195.00	\$265.00	\$60.00
Myrtle Grove	OUTSIDE	Y	\$107.00	\$131.00	\$114.00	\$150.00	\$60.00
	INSIDE (CAPACITY 40)	Y	\$107.00	N/A	\$114.00	N/A	\$60.00
Norwood	OUTSIDE	Y	\$107.00	\$131.00	\$114.00	\$150.00	\$60.00
	INSIDE (CAPACITY 40)	Y	\$107.00	\$131.00	\$114.00	\$150.00	\$60.00
Rolling Oaks	PAVILLION	N	\$122.00	\$143.00	\$131.00	\$163.00	\$60.00
	INSIDE (CAPACITY 80)	N	\$160.00	N/A	\$171.00	N/A	\$60.00
Scott Park	OUTSIDE	N	\$107.00	\$131.00	\$114.00	\$150.00	\$60.00
	INSIDE (CAPACITY 80)	Y	\$160.00	\$231.00	\$171.00	\$265.00	\$60.00

RENTAL FEES Large Scale Events	Tax Exempt Rental Fees	Tax Exempt Rental Fees	Service Charge (non refundable)	Special Event permit Needed
151-249 Participants	\$237.00	\$254.00	\$80.00	YES
250-499 Participants	\$466.00	\$499.00	\$115.00	YES
500-999 Participants	\$689.00	\$737.00	\$230.00	YES
1000+ Participants	\$1,051.00	\$1,125.00	\$460.00	YES

*** Cancellation Clause:**

Cancellation of 8 days or more from the date of rental event will receive 100% refund

Cancellation of 7 days or less from the date of rental event will forfeit all payments

Sports Rentals

Facility Type	Term	Tax Exempt Lighted	Tax Exempt Non- Lighted	Non-Exempt Lighted 1 HR	Non-Exempt Non- Lighted 1 HR	Non- Exempt Lighted 2 HR Minimum	Non-Exempt Non- Lighted 2 HR Minimum
Basketball	Hour	\$43.00	\$33.00	N/A	N/A	\$46.00	\$35.00
Cricket	Hour	\$73.00	\$56.00	N/A	N/A	\$78.00	\$60.00
	Additional Hour	\$40.00	\$30.00	N/A	N/A	\$43.00	\$32.00
Football	Hour	\$73.00	\$56.00	N/A	N/A	\$78.00	\$60.00
	Additional Hour	\$40.00	\$30.00	N/A	N/A	\$43.00	\$32.00
Lacrosse	Hour	\$73.00	\$56.00	N/A	N/A	\$78.00	\$60.00
	Additional Hour	\$40.00	\$30.00	N/A	N/A	\$43.00	\$32.00
Soccer	Hour	\$73.00	\$56.00	\$90.00	\$75.00	N/A	N/A
	Additional Hour	\$40.00	\$30.00	\$70.00	\$55.00	N/A	N/A
Softball	Org. 4 Team Min.	\$45.00	\$35.00	N/A	N/A	\$48.00	\$37.00
	One Time Game Under 4 Teams	\$67.00	\$52.00	N/A	N/A	\$72.00	\$56.00
	Additional Hour	\$34.00	\$27.00	N/A	N/A	\$36.00	\$29.00
Tennis	Hour League	\$6.00	\$5.00	N/A	N/A	\$6.00	\$5.00
	Hour Youth	\$2.00	\$2.00	N/A	N/A	\$2.00	\$2.00
Volleyball	Per Day Unlined	\$0.00	\$33.00	N/A	N/A	\$0.00	\$35.00

*** Cancellation Clause:**

Cancellation of 8 days or more from the date of rental event will receive 100% refund

Cancellation of 7 days or less from the date of rental event will forfeit all payments

Bunche Pool and Buccaneer Pool

County Residents				
Entry Fee/Membership	Daily	One Month	Six Months	Annual
Aquafitness: For anyone 15 years of age and older				
Monthly membership one session (am or pm)		\$36.00		
Monthly membership both sessions (am and pm)		\$46.00		
Open/Lap Swim Hours: May not be available during summer due to youth summer camp swimming programs. All infants and children 12 years and under must be accompanied by an adult				
Open/Lap Swim hours for Adults	\$4.00			
Open/Lap Swim hours for Children (6 thru 17) and Seniors (55+)	\$3.00			
Buccaneer Pool Splash Pad for Adults	\$4.00			
Buccaneer Pool Splash Pad for Children (6 thru 17)	\$3.00			
Non- County Residents				
Entry Fee/Membership	Daily	One Month	Six Months	Annual
Aquafitness: For anyone 15 years of age and older				
Monthly membership one session (am or pm)		\$60.00		
Monthly membership both sessions (am and pm)		\$70.00		
Open/Lap Swim Hours: May not available during summer due to youth summer camp swimming programs. All infants and children 12 years and under must be accompanied by an adult				
Open/Lap Swim hours for Adults	\$7.00			
Open/Lap Swim hours for Children (6 thru 17) and Seniors (55+)	\$6.00			
Buccaneer Pool Splash Pad for Adults	\$7.00			
Buccaneer Pool Splash Pad for Children (6 thru 17)	\$6.00			

Sports Programming Fees

Revenue Description

The City's Parks and Recreation Department provides a wide variety of youth sports. Prior to FY-10, most of these programs were run by the Optimist Club, what revenues there were got captured under miscellaneous parks revenue. Since we have assumed the control of these programs, a new revenue category has been created.

Legal Basis for Revenue

Florida Statutes §166.201

City of Miami Gardens Charter Article 4, Section 4.9 & Article 8, Sections 8.3 & 8.4

Special Requirements

None.

Fund/Account Number

General Fund 001-00-00-347-203-00

Use of Revenue

General Fund, unrestricted.

Method/Frequency of Payment

Fees and charges are collected throughout the year in conjunction with each sport.

Basis for Budget Estimate

Historical receipts and trend analysis.

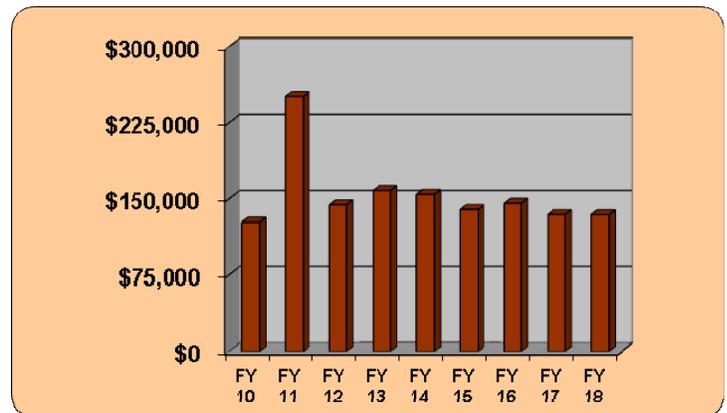
Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$126,715	
FY 11	\$250,000	97.29%
FY 12	\$143,893	-42.44%
FY 13	\$158,020	9.82%
FY 14	\$154,231	-2.40%
FY 15	\$139,217	-9.73%
FY 16	\$145,375	4.42%
FY 17*	\$134,180	-7.70%
FY 18**	\$134,000	-0.13%

* Estimate (Includes Recreation donations)

** Budgeted

History of Athletics Revenue



Betty T. Ferguson

Revenue Description

FY-11 will be the first full year of operation for the new 55,000 square foot Betty J. Ferguson Community Center. The center has a plethora of activities including a gymnasium, indoor pool, fitness center and other amenities.

Legal Basis for Revenue

Florida Statutes §166.201
 City of Miami Gardens Charter Article 4, Section 4.9 & Article 8, Sections 8.3 & 8.4

Special Requirements None.

Fund/Account Number General Fund 001-00-00-347-204, 206 and 207.

Use of Revenue General Fund, unrestricted.

Method/Frequency of Payment

Fees/charges are collected throughout the year in conjunction with each event or program.

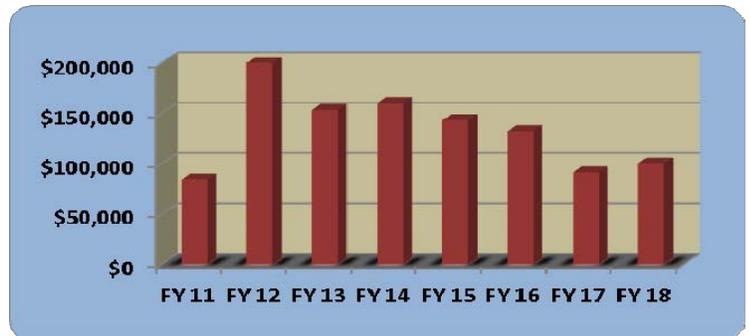
Basis for Budget Estimate Historical trend analysis.

Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 11	\$84,096	
FY 12	\$205,449	144.30%
FY 13	\$152,977	-25.54%
FY 14	\$160,011	4.60%
FY 15	\$143,045	-10.60%
FY 16	\$132,077	-7.67%
FY 17*	\$91,093	-31.03%
FY 18**	\$100,000	9.78%

* Estimate (Includes Grants) **Budgeted

Betty T. Ferguson Center Revenue History



Discussion

Revenues include facility rentals, participant memberships, and contracted classes.

FEES: See page 339.

Showmobile Rentals

Revenue Description

Showmobile units are available for public and private rentals in fiscal year 2017. Organizations and individuals may reserve a Showmobile. Reservations are taken on a first-come, first-served basis and require applications for rentals to be submitted for approval.

Legal Basis for Revenue

Florida Statutes §166.201

Special Requirements

None.

Fund/Account Number

General Fund 001-00-00-347-208-00

Use of Revenue

General Fund, unrestricted.

Method/Frequency of Payment

Fees and charges are collected throughout the year in conjunction with each rental, event or program.

Basis for Budget Estimate

Programming/rental expectations. Historical budgeting and estimation currently unavailable.

Fee Schedule

Rental Fees:

External/Public -	Daily Rate (8 hour minimum/3 day maximum)	\$1,100
	Hourly Rate (3 hour minimum)	\$150
Service Charge -	Per rental	\$100
Additional Fees -	Sunday rental	additional \$100
	Holiday rental (includes all holidays observed by the City of Miami Gardens)	additional \$100

Note: All rental fees include generator, overhead lighting and basic sound system.

Discussion

The Showmobile rentals became available through funding provided by the City's General Obligation Bond. The Showmobile units were purchased and retrofitted during FY 2016. As a result, historical data and analysis are unavailable for comparison.

All Service Charge in Recreation Rentals are Non-refundable

Local Code Violations

Revenue Description

City, County and State codes establish various fines for civil violations of ordinances and laws.

Legal Basis for Revenue

Florida Statutes §166.231, §142.03, §316, §318

City of Miami Gardens Charter Article 4, Section 4.9 and Article 8, Section 8.3 and Section 8.4

City of Miami Gardens Ordinance 2003-01

Special Requirements: None.

Fund/Account #: GF: 001-00-00-354-103-00

Use of Revenue: General Fund, unrestricted.

Method/Frequency of Payment: Per use

Basis for Budget Estimate

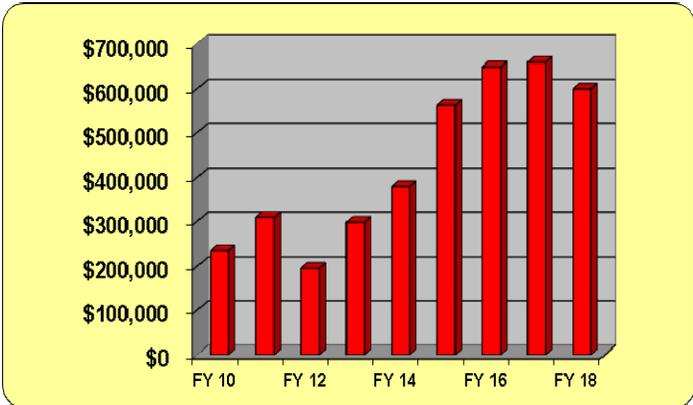
Revenue estimated on historical collections and trend analysis adjusted by any planned code enforcement activity for the coming year that may increase fines and collections.

Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$233,388	
FY 11	\$309,349	32.55%
FY 12	\$195,867	-36.68%
FY 13	\$298,390	52.34%
FY 14	\$379,653	27.23%
FY 15	\$562,799	48.24%
FY 16	\$649,144	15.34%
FY 17*	\$659,402	1.58%
FY 18**	\$600,000	-9.01%

* Estimate ** Budgeted

History of Code Enforcement Fine Revenue to



Discussion

In FY-08, the City began to actively enforce collection of the code enforcement magistrate's fines, resulting in a significant increase in collections. In FY-10, the City introduced an amnesty program to try and collect fines from large violators. While this has reduced the local code violation category, there has been a significant increase in the amnesty collections. The amnesty program has ended in FY -14 with the exception for the commercial properties.

Fee Schedule:

CODE COMPLIANCE DIVISION

H. LOCAL CODE VIOLATIONS

1	Abandoned Property Junk	\$ 250
2	Abandoned Property on Public Property	\$ 250
3	Business Tax Receipt	\$ 100
4	Certificate of Use	250
5	Commercial Vehicles	\$ 500
6	Erection of Banners on Poles	\$ 250
7	Failure to maintain Landscaping	\$ 250
8	Failure to maintain Landscaping, overgrown grass on property and right-of-way	\$ 250
9	Junk & Trash on Property	\$ 250
10	Landlord Permit	\$ 250
11	Maintenance of Property, Buildings, Structures, Walls, Fences, Signs, Pavement and Landscaping	\$ 250
12	Motorized Scooters, Go-Peds, All Terrain Vehicles and Dirt Bikes	\$ 500
13	Open Air Storage in Residential-Zoned and Commercial District	\$ 250
14	Prohibited Display of Vehicles for Sale or Advertising Devices	\$ 250
15	Public Solicitation Prohibiting the Collecting, Displaying or Selling of Merchandise or Services	\$ 500
16	Removal of Shopping Carts	\$ 250
17	Selling, Vending in Public Right-of-Way near Public Schools	\$ 500
18	Sidewalk Solicitation of Business	\$ 500
19	Storing, Depositing Junk & Trash	\$ 250
20	Sub-Dividing Single Family	\$ 500
21	Unauthorized Use	\$ 500
22	Work without a Permit	\$ 500

Alarm Permits

Revenue Description

This revenue results from the City's requirement that all audible burglar alarms in private homes and businesses be permitted prior to operation.

Legal Basis for Revenue

Florida Statutes §166.231, 180.14, 80.20

City of Miami Gardens Charter Article 4, Section 4.9 and Article 8, Section 8.3 and Section 8.4

City of Miami Gardens Ordinance 2004-06-22 and 2007-16-122

Special Requirements: None.

Fund/Account # GF: 001-00-00-329-100-00

Use of Revenue: General Fund, unrestricted.

Method/Frequency of Payment

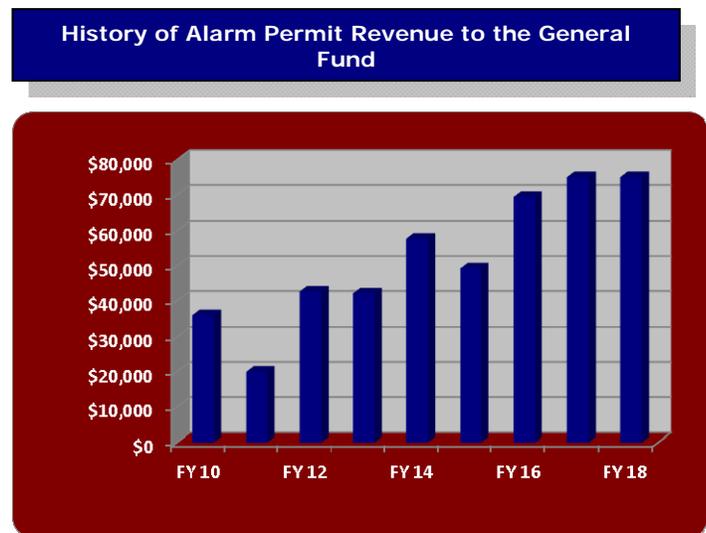
The fee is charged on an annual basis beginning April 27th through April 26th of the following year.

Basis for Budget Estimate

Estimate for the budget is based on historical receipts, plus an estimate of new businesses coming on-line during the fiscal year.

Collection History		
<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$35,867	
FY 11	\$20,046	-44.11%
FY 12	\$42,655	112.79%
FY 13	\$42,096	-1.31%
FY 14	\$57,734	37.15%
FY 15	\$49,253	-14.69%
FY 16	\$69,375	40.85%
FY 17*	\$75,000	8.11%
FY 18**	\$75,000	0.00%

* Estimated ** Budgeted



Discussion

In FY 2012, the City has contracted the service to Crywolf when reduction of revenue was experienced in FY 2011. Since then, revenues have been increasing annually and has been stabilized for the past three years.

Fee Schedule

Initial Registration Fee	\$37.00
Renewal Fee (No false alarms in previous year)	\$0.00
Renewal Fee (1 or more false alarm in previous year)	\$15.00

Total False Alarms/yr	Fine	Additional Civil Penalty-Unregistered Alarm
1st	\$0	\$50
2nd	\$50	\$100
3 rd & 4th	\$50	\$250
5 th & 6th	\$100	\$500
7 th to 10th	\$200	\$500
>10 (each)	\$500	\$500

Interest Income

Revenue Description

This revenue results from the investment of idle City funds.

Legal Basis for Revenue

Florida Statutes §166.231, 180.14, 80.20

City of Miami Gardens Charter Article 4, Section 4.9 & Article 8, Sections 8.3 & 8.4

City of Miami Gardens Ordinance 2007-16-122

Special Requirements

None.

Fund/Account Number

General Fund

001-00-00-361-100-00

Use of Revenue

General Fund, unrestricted.

Method/Frequency of Payment

Interest is credited to the City's account on a monthly basis by the respective depository.

Basis for Budget Estimate

Estimate for the budget is based on historical receipts and trend analysis and anticipated cash available for deposit.

Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$79,080	
FY 11	\$45,423	-42.56%
FY 12	\$12,524	-72.43%
FY 13	\$10,340	-17.44%
FY 14	\$9,435	-8.75%
FY 15	\$44,953	376.45%
FY 16	\$57,886	28.77%
FY 17*	\$123,931	114.09%
FY 18**	\$125,000	0.86%

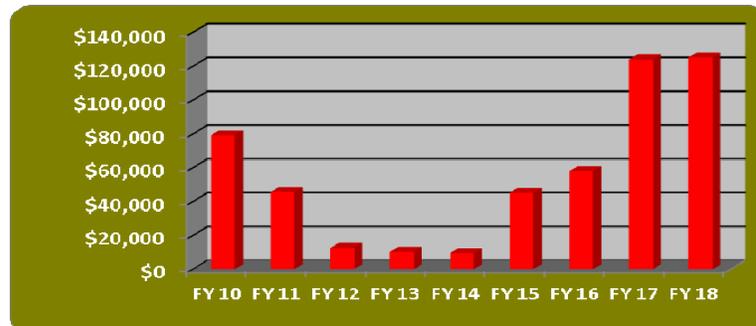
* Estimated

** Budgeted

Discussion

The higher amounts received for FY-10 generally reflect the interest earned on bond issues prior to the expenditure of the proceeds and on significantly higher market rates for interest earnings. FY 12-14 attributed to economic condition and with low interest environment, interest earnings are minimal. With City's financial conditions improve for the past three years and increase in interest rate environment, the City's interest earnings improves.

**History of Earned Interest Income
Revenue to the General Fund**



Insurance Reimbursement

Revenue Description

This revenue reflects claims paid to the City by its insurance carrier for reported losses and from private insurance carriers for claims of damage to City property by the public. Also included are receipts from other insurers when a private vehicle damages City property.

Legal Basis for Revenue

Florida Statutes §166.231, 180.14, 80.20

City of Miami Gardens Charter Article 4, Section 4.9 and Article 8, Section 8.3 and Section 8.4

City of Miami Gardens Ordinance 2007-16-122

Special Requirements

None.

Fund/Account Number

General Fund

001-00-00-369-903-00

Use of Revenue

General Fund, unrestricted.

Method/Frequency of Payment

Occasional. No set frequency of payment.

Basis for Budget Estimate

Estimate for the budget is based on historical receipts and anticipated pending claims.

Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$271,026	
FY 11	\$200,319	-26.09%
FY 12	\$53,253	-73.42%
FY 13	\$90,217	69.41%
FY 14	\$158,798	76.02%
FY 15	\$150,980	-4.92%
FY 16	\$89,683	-40.60%
FY 17*	\$111,949	24.83%
FY 18**	\$60,000	-46.40%

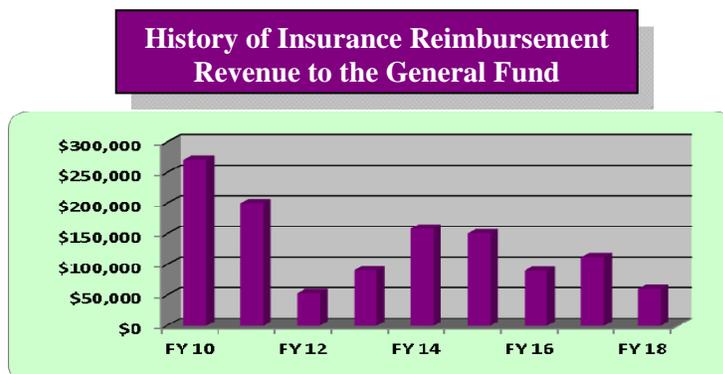
* Estimated

** Budgeted

Discussion

This revenue is difficult to anticipate as it relates to actual damage recovery from claims. It remains a small revenue and is usually used to replace the lost or damaged equipment or property. The City carries a \$10,000 deductible, thus most claims do not rise to the level required for reimbursement from our insurance carrier. The City does pursue private carriers in the event that City property is damaged in a traffic accident. The large increase in FY-09 represents the City starting its own police department. This resulted in a spate of vehicle accidents the first year. Training has reduced these significantly.

Being a reimbursement for unknown levels of damage and theft, this revenue is difficult to predict with accuracy. Staff used a conservative estimate for budgeting purposes.



Lobbyist Registration Fees

Revenue Description

The City of Miami Gardens requires all lobbyists to register with the City each fiscal year. Registration is handled by the City Clerk. No lobbyist can address staff or City Council on any issue where City action is required unless they have registered.

Legal Basis for Revenue

Florida Statutes §166.231, 180.14, 80.20

City of Miami Gardens Charter Article 4, Section 4.9 and Article 8, Section 8.3 and Section 8.4

City of Miami Gardens Ordinance 2004-02-18

City of Miami Gardens Ordinance 2007-16-122

Special Requirements: None.

Fund/Account Number: General Fund
001-00-00-369-902-00

Use of Revenue: General Fund. Unrestricted.

Method/Frequency of Payment: Occasional.

Basis for Budget Estimate: Estimate for the budget is based on historical number of registrants.

Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$7,250	
FY 11	\$3,850	-46.90%
FY 12	\$1,750	-54.55%
FY 13	\$2,250	28.57%
FY 14	\$3,000	33.33%
FY 15	\$2,500	-16.67%
FY 16	\$6,000	140.00%
FY 17*	\$7,000	16.67%
FY 18**	\$4,000	-42.86%

* Estimated
** Budgeted

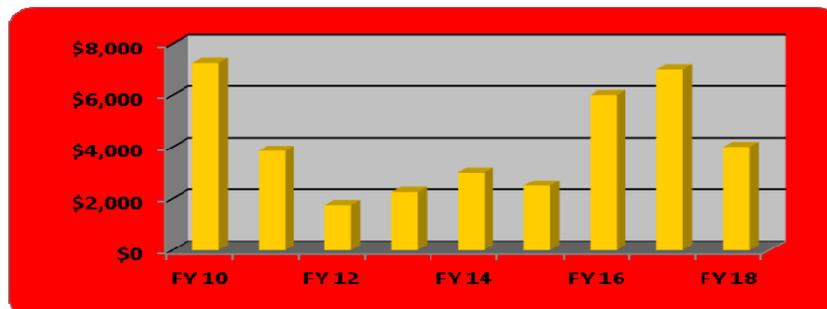
Discussion

This minor revenue remains fairly stable as the number of lobbyists tends to be mostly repeat registrations. Occasionally, a new lobbyist will register, usually in conjunction with a re-zoning. Increase in zoning activities for FY 16 and FY 17 attributed to the increase in revenue for this category. Staff estimated FY 18 on a conservative approach.

Fees

One year registration \$250.00
Late Report \$ 50.00

History of Lobbyist Registration Revenue to the General Fund



Grants and Donations

Revenue Description

Periodically, the City is awarded grants from other governmental agencies or private organizations. These grants are usually specific to a particular activity. Revenue may be received in advance of the actual performance, but more usual is for the revenues to be received after completion of the activity for which the grant was awarded. Often, partial draw downs on the grants can be effectuated upon completion of various milestones of progress toward the completion of the activity. With the creation of the Capital Improvement Fund and Grant Fund in FY 2013, most grants for capital improvements that were previously received in the General Fund are now managed in the CIP Fund and grants for a specific related expenses not involving staffing or normal operating expenses are recognized at the Grant Fund.

Legal Basis for Revenue

Florida Statutes §166.231, 180.14, 80.20
 City of Miami Gardens Charter Article 4, Section 4.9
 City of Miami Gardens Ordinance 2007-16-122

Special Requirements

None.

Fund/Account Number

General Fund

001-00-00-331-200-00 (Federal)
 001-00-00-334-300-00 (State)
 001-00-00-337-300-00 (Local)

FY-11 and thereafter

001-00-00-337-202-00 Byrne Grant for Police
 001-00-00-331-203-00 COPS Grant

Use of Revenue

General Fund. Restricted to the purpose for which it was received.

Method/Frequency of Payment

Occasional. No set frequency.

Basis for Budget Estimate

Estimate for the budget is based on approved grant awards and projected donations.

Discussion

The history of grants and donations to the General Fund is very uneven. Until FY-07, most grants were recorded in the General Fund; however, as the City created additional funds, grants and donations were shifted to the appropriate receiving fund.

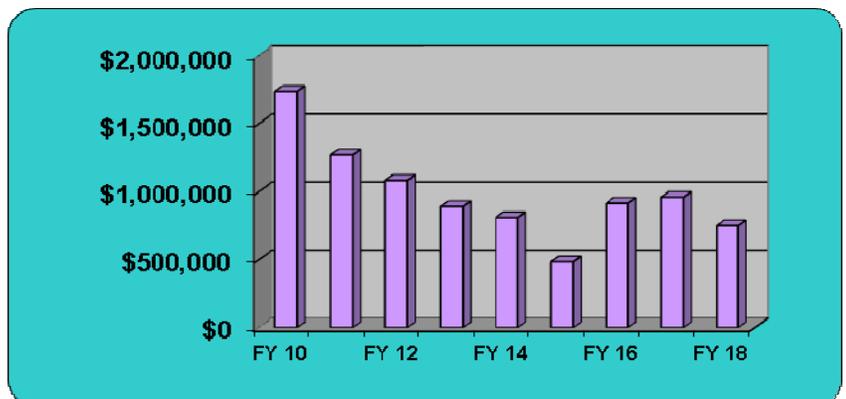
Increase in FY-10 is attributed to the City receiving over \$1,000,000 in ARRA grants for overtime in the police department which was received to assist in the security of the Super Bowl, Orange Bowl and the Pro Bowl. FY 11 and FY 12 is attributed to COPS grant awarded for additional 10 police officers. FY 16 and FY 17 increase is attributed to COPS IV awarded in FY 2015 and sponsorships received for Special Events. COPS III grant will be exhausted after two quarters in FY 18, reducing the revenue for FY 18.

Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% Increase/ (Decrease)</i>
FY 10	\$1,734,709	
FY 11	\$1,266,438	-26.99%
FY 12	\$1,081,193	-14.63%
FY 13	\$888,989	-17.78%
FY 14	\$807,834	-9.13%
FY 15	\$482,716	-40.25%
FY 16	\$913,090	89.16%
FY 17*	\$957,559	4.87%
FY 18**	\$747,155	-21.97%

* Estimated ** Budgeted

History of Grants and Donations Revenue to the General Fund



Jazz-in-the-Gardens Festival

Revenue Description

Since 2006, the City has sponsored and run a spring Jazz festival. This is a 2-day event featuring major singing talent from across the nation. A major component in this festival is the raising of sponsorship funds to underwrite the events costs. The festival also brings in revenues from food and merchandise vendors. Ticket sales constitute the largest single source of revenue. In FY-10, the festival turned its first "profit" over \$100,000. For FY 15, the City recognized a profit of over \$450,000. In FY-16, ticket sales were low.

Legal Basis for Revenue

Florida Statutes §166.231, 180.14, 80.20
 City of Miami Gardens Charter Article 4, Section 4.9

Special Requirements: None.

Fund/Account Number

001-00-00-347-415-00 to
 001-00-00-347-417-00

Use of Revenue

General Fund. Unrestricted.

Method/Frequency of Payment

Occasional. No set frequency.

Basis for Budget Estimate

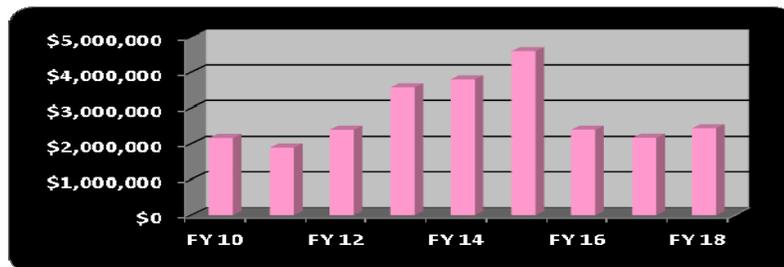
Estimate for the budget is based on past experience.

Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$2,163,267	
FY 11	\$1,884,826	-12.87%
FY 12	\$2,376,793	26.10%
FY 13	\$3,581,849	50.70%
FY 14	\$3,786,878	5.72%
FY 15	\$4,582,877	21.02%
FY 16	\$2,379,042	-48.09%
FY 17*	\$2,169,015	-8.83%
FY 18**	\$2,419,744	11.56%

* Estimated
 ** Budgeted

History of Grants and Donations Revenue to the General Fund



Discussion

The City's annual jazz festival has seen a dramatic increase in its size, attendance and funding since its inception in FY-06. In FY-10, the festival came in under budget. Since FY-11, the City engaged a professional sponsorship-raising firm to assist in fund raising. FY-16 the ticket sales were low, but the City is projecting that the ticket sales will regain in FY-17.

Passport Fees

Revenue Description

The City processes passport applications for its residents and others. A portion of the fees charges become revenue to the City.

Legal Basis for Revenue

Florida Statutes §166.231, 180.14, 80.20

City of Miami Gardens Charter Article 4, Section 4.9 and Article 8, Section 8.3 and Section 8.4

City of Miami Gardens Ordinance 2007-16-122

Special Requirements: None.

Fund/Account Number

General Fund

001-00-00-341-900-00

Use of Revenue: General Fund. Unrestricted.

Method/Frequency of Payment

Daily

Basis for Budget Estimate

Estimate for the budget is based on historical collection levels.

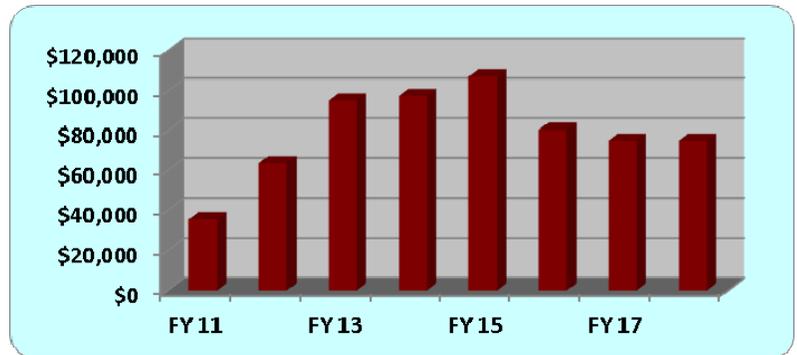
Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$16,859	
FY 11	\$35,471	110.40%
FY 12	\$63,587	79.27%
FY 13	\$95,080	49.53%
FY 14	\$97,421	2.46%
FY 15	\$107,002	9.83%
FY 16	\$80,389	-24.87%
FY 17*	\$75,000	-6.70%
FY 18**	\$75,000	0.00%

* Estimated

** Budgeted

History of Passports Revenue to the General Fund



Discussion

This service is offered by the City and is handled by the Office of the City Clerk.

Passport Fees

Expedited Service

Adults \$235.72 (*\$187.72 payable to U.S., \$48.00 payable to City*)*

Minors \$200.72 (*\$152.72 payable to US; \$48.00 payable to City*)*

Routine Service

Adults \$135.00 (*\$110.00 payable to U.S., \$25.00 payable to City*)*

Minors \$105.00 (*\$80.00 payable to U.S., \$25.00 payable to City*)*

Passport Card

Adults \$55.00

Minors \$40.00

*This fee will be amended accordingly with the U.S. Passport Fees (Execution Fees)

Pictures

\$10 - passport is being processed by the City of Miami Gardens

\$12 - pictures only

Police Department Fees/Revenues

Revenue Description

Various fees for certain activities and services such as photocopies, fingerprints. etc. Most of these are relatively small in income and are grouped together as "Police Miscellaneous Revenues"

Legal Basis for Revenue

Florida Statutes §166.231, 180.14, 80.20

City of Miami Gardens Charter Article 4, Section 4.9 and Article 8, Section 8.3 and Section 8.4

City of Miami Gardens Ordinance 2007-16-122

Special Requirements: None.

Fund/Account Number

General Fund

001-00-00-342-100-00

Use of Revenue: General Fund. Unrestricted.

Method/Frequency of Payment

Occasional

Basis for Budget Estimate

Estimate for the budget is based on historical collection levels.

Collection History		
<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$73,095	
FY 11	\$64,393	-11.91%
FY 12	\$66,243	2.87%
FY 13	\$41,362	-37.56%
FY 14	\$130,529	215.58%
FY 15	\$142,248	8.98%
FY 16	\$71,799	-49.53%
FY 17*	\$35,000	-51.25%
FY 18 **	\$35,000	0.00%

*Estimated ** Budgeted

Discussion

This minor revenue has remained steady. Off-Duty fees are accounted for separately. FY 14 and FY 15 revenue is higher are attributed to proceeds deposited from Property Room that expired the time limit.



Police Department Fees

Service Fees	Amount	Note
One Sided document copy	\$.15 per page	FSS 119
Two Sided document copy	\$.20 per page	FSS 119
Police Report	\$.15 per page	
Motor Vehicle Accident Report	See above	
Certified Copies	\$1.00 per page	FSS 119
Local (Miami-Dade) records name check (Residents Only)	\$5.00	
Fingerprinting (Residents Only)	\$5.00	
Parade Permit; Block Party; Broadcast Permit (Noise Permit)	See: Misc. Revenues	
Zero Tolerance Signs	First sign free; \$15.00 ea addl.	
Pre-arrest Diversion administrative fees for participation in program	\$250.00	
Pre-arrest Diversion counseling fee	\$100.00 paid directly to service provider	
*Off Duty Fees	Amount	
Police Officer	\$44.00	3 hr min
*Police Sergeant/Captain	\$50.00	3 hr min
Overtime Off Duty Detail	Employee Actual Salary	

* Supervisors will only be compensated at the supervisor's rate when the detail necessitates that officer work in a supervisory capacity.

** Off Duty rate includes the officer's vehicle

Off-Duty Police Revenues

Revenue Description

Since creating the police department in December 2007, the department has had numerous requests for off-duty officers to protect various businesses and events. The City established a fee structure and regulations and procedures for officers working private duty and began the service. The business pays the estimated amount up-front, and the officers are subsequently paid by the City.

Legal Basis for Revenue

Florida Statutes §166.231, 180.14, 80.20

City of Miami Gardens Charter Article 4, Section 4.9 and Article 8, Section 8.3 and Section 8.4

Special Requirements: None.

Fund/Account Number

General Fund

001-00-00-342-105-00

Use of Revenue: General Fund. Unrestricted.

Method/Frequency of Payment

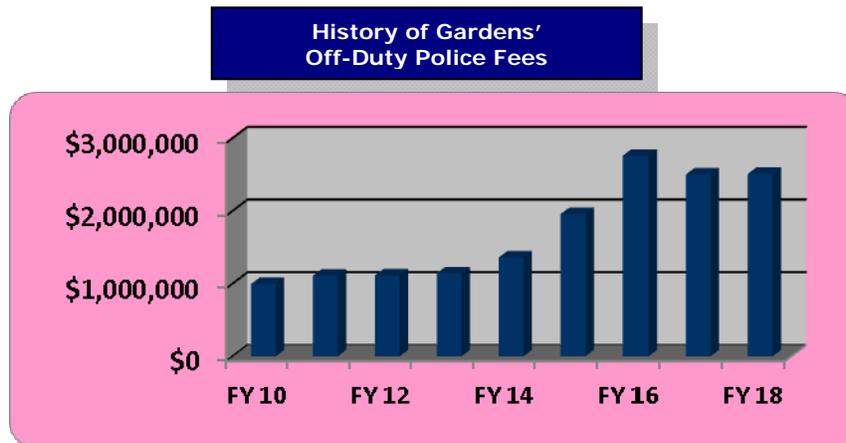
Occasional.

Basis for Budget Estimate

Estimate for the budget is based on historical collection levels.

Collection History		
<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$993,550	
FY 11	\$1,107,718	11.49%
FY 12	\$1,111,917	0.38%
FY 13	\$1,141,791	2.69%
FY 14	\$1,358,199	18.95%
FY 15	\$1,955,633	43.99%
FY 16	\$2,756,622	40.96%
FY 17*	\$2,500,000	-9.31%
FY 18**	\$2,507,947	0.32%

* Estimated **Budgeted



Discussion

This revenue is a major source of extra funds for police officers who choose to work extra hours. Revenues continued to increase for the past few years.

Miscellaneous General Fund Fees/Revenues

Revenue Description

Various City departments have fees for certain activities and services. Most of these are relatively small in income and are grouped together as "Miscellaneous Revenues."

Legal Basis for Revenue

Florida Statutes §166.231, 180.14, 80.20

City of Miami Gardens Charter Article 4, Section 4.9 and Article 8, Section 8.3 and Section 8.4

City of Miami Gardens Ordinance 2007-16-122

Special Requirements: None.

Fund/Account Number: General Fund
001-00-00-369-000-00

Use of Revenue: General Fund. Unrestricted.

Method/Frequency of Payment: Occasional.

Basis for Budget Estimate

Estimate for the budget is based on conservative approach of what receipts should be.

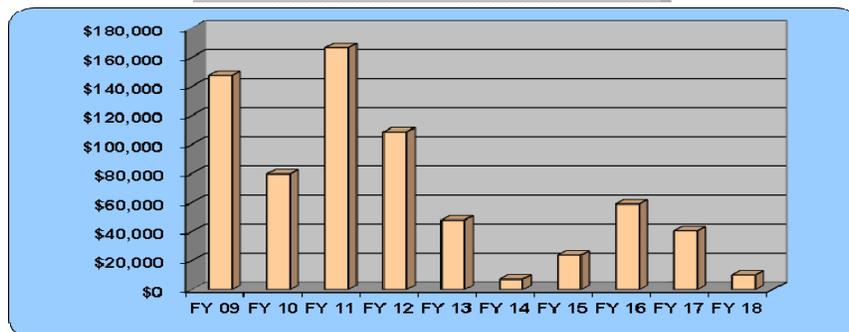
Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$79,534	-46.09%
FY 11	\$166,599	109.47%
FY 12	\$108,571	-34.83%
FY 13	\$47,868	-55.91%
FY 14	\$7,125	-85.12%
FY 15	\$23,887	235.26%
FY 16	\$58,905	146.60%
FY 17*	\$40,406	-31.40%
FY 18**	\$10,000	-75.25%

* Estimated

** Budgeted

History of Miscellaneous Revenue to the General Fund



Discussion

This minor revenue has experienced wide fluctuation due to the reclassifications of various revenue which at one time or another had been accounted for here.

Towing Fees (Resolution #2011-50-1443)

Fund/Account Number: General Fund
001-00-00-329-700-00

Annual Towing Application Fee	\$525.00
Renewal Fee	\$367.50
Late Renewal Fee	\$682.50
Permit Decal (up to 10)	No charge
Permit Decal (>10)	\$2.63 each

City Clerk Fees

Photocopies	
< 21 pages	Free
> 20 pages	\$.15 per page
> 100 pages or major research	Time & materials
E-Mail Agenda	No charge
Regular Agenda	No Charge
Full Agenda Package	\$30.00/year
CD of Minutes/Meeting	\$10.00
Red Light Camera Special Masters	\$150.00
Hearing administrative fee	

Major Research (>30 Actual cost plus \$20 overhead
(Estimated in excess of 1/2 hour)
(1/2 fee must be paid prior to work commencing)

Special Event Fees

Resolution # 2011-66-1459:

Fund/Account Number: General Fund
001-00-00-329-600-00)

More than 30 days prior to event	
Small Activity/Event (<300)	\$157.50
Large Activity/Event (>300)	\$315.00
Less than 30 days prior to event	
Small Activity/Event (<300)	\$315.00
Large Activity/Event (>300)	\$630.00
Expedited 7-13 days	\$500.00
Expedited 0-6 days	\$1,000.00
Broadcast, block party; and Tent Sales	
Broadcast – Residential	\$10.50
Broadcast – Residential (<15 days)	\$21.00
Broadcast – Commercial	\$26.25
Block Party Permit	\$52.50
Broadcast – Commercial (<15 days)	\$52.50
Rental Tent Sale (Incl: Christmas, 4 th)	\$262.50
Special Event – Non-Profit Corporation	
Small Activity/Event	\$105.00
Small Activity/Event (<15 days)	\$210.00
Large Activity/Event	\$210.00
Large Activity/Event (<15 days)	\$420.00

Registration of Vacant & Foreclosed Properties

(Reso. # 2011-68-1461

Fund/Account Number: General Fund
001-00-00-369-905-00)

Annual Registration Fee	\$150.00
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Rebates

Revenue Description

The City periodically receives rebates based on purchases or from our insurance carrier or our P-Card vendor. These revenues are accounted for here.

Legal Basis for Revenue

Florida Statutes §166.231, 180.14, 80.20

City of Miami Gardens Charter Article 4, Section 4.9 & Article 8, Sections 8.3 & 8.4

Special Requirements: None.

Fund/Account Number: General Fund

001-00-00-369-906-00

Use of Revenue: General Fund. Unrestricted.

Method/Frequency of Payment

N/A. Money appropriated with budget approval.

Basis for Budget Estimate

Budgeted amount is based on prior year's receipts.

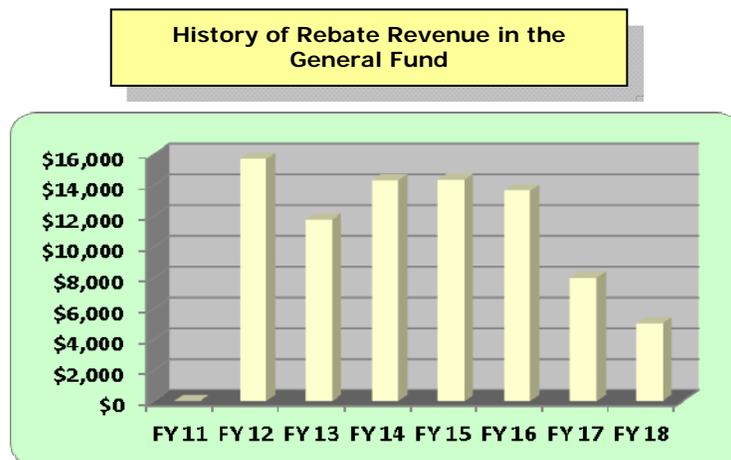
Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 11	\$0	
FY 12	\$15,702	100.00%
FY 13	\$11,787	-24.93%
FY 14	\$14,313	21.43%
FY 15	\$14,360	0.33%
FY 16	\$13,639	-5.02%
FY 17*	\$8,000	-41.34%
FY 18**	\$5,000	-37.50%

* Estimated ** Budgeted

Discussion

Prior to FY-11, Rebates were lumped into the "Miscellaneous Revenue" classification. In FY-09, the City began a purchasing card program that provides for rebates if spending thresholds are met.



Other Non-Operating (Reappropriation of Unassigned Fund Balance)

Revenue Description

Depends on the budget funding and expenditures, there may be the need of utilizing unassigned fund balance to balance the budget for the next fiscal year.

Legal Basis for Revenue

Florida Statutes §166.231, 180.14, 80.20

City of Miami Gardens Charter Article 4, Section 4.9 & Article 8, Sections 8.3 & 8.4

City of Miami Gardens Ordinance 2007-16-122

Special Requirements: None.

Fund/Account #: GF - 001-00-00-389-901-00

Use of Revenue: General Fund. Unrestricted.

Method/Frequency of Payment: N/A.

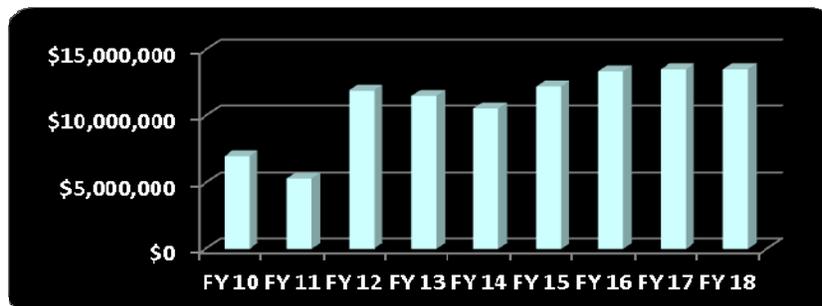
Basis for Budget Estimate: Prior year's audit.

Fund Balance History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$6,990,399	
FY 11	\$5,330,412	-23.75%
FY 12	\$11,877,447	122.82%
FY 13	\$11,496,221	-3.21%
FY 14	\$10,549,565	-8.23%
FY 15	\$12,192,163	15.57%
FY 16	\$13,409,444	9.98%
FY 17*	\$13,563,587	1.15%
FY 18*	\$13,563,587	0.00%

* Estimated

History of Unreserved Fund Balance in the General Fund



Discussion

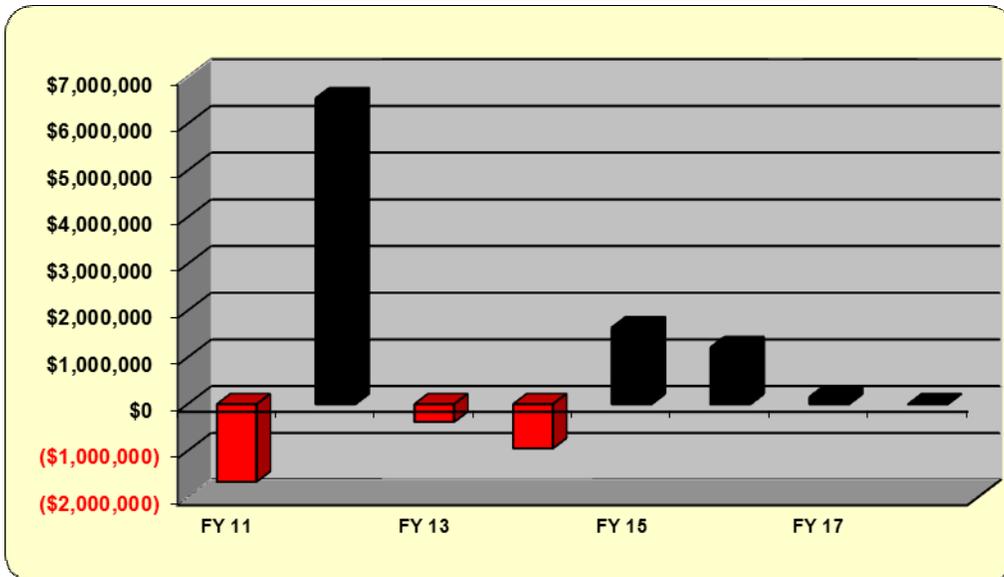
In FY-10 and FY 11, the revaluation of property coupled with several cuts in state revenue, lead to the use of fund balance at year-end. In FY-12, the City received a settlement from the County adding and increased its millage rate to re-build the fund balance. FY-15 increase is attributed to a one time retro payment of approximately \$1 million for the telecommunication tax due to audit performed by the State to the carriers.

Increase/decrease in Fund Balance

<i>Fiscal Year</i>	<i>Amount</i>
FY 10	(\$2,568,727)
FY 11	(\$1,659,987)
FY 12	\$6,547,035
FY 13	(\$318,226)
FY 14	(\$946,656)
FY 15	\$1,642,598
FY 16*	1,217,281
FY 17*	154,143

* Estimated

**History of Unassigned Fund Balance
in the General Fund
(Increase/Decrease)**



Red Light Camera Fines

Revenue Description

This revenue results from an agreement between the City of Miami Gardens and American Traffic Solutions to administer the City Red-Light Camera program. This program uses a series of camera to detect and report drivers running red lights at selected intersections throughout the City.

Legal Basis for Revenue

Florida Constitution, Article VII, Section 2

Florida Statutes Chapters 166, 316.008

City of Miami Gardens Charter Article 4, Section 4.9 & Article 8, Sections 8.3 & 8.4

City of Miami Gardens Ordinance 2007-26-132; 2010-06-214; 2010-16-224

Special Requirements: None.

Fund/Account Number: General Fund
001-00-00-359-010-00

Use of Revenue

General Fund, unrestricted.

Method/Frequency of Payment

Payment is made to the City on a monthly basis.

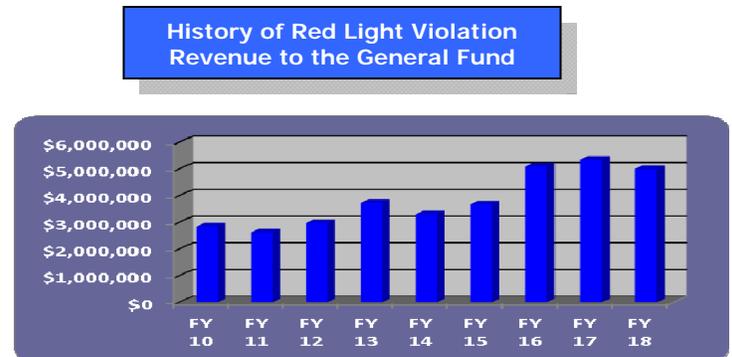
Basis for Budget Estimate

Budget estimate is based on anticipated violations.

Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$2,838,464	
FY 11	\$2,621,822	-7.63%
FY 12	\$2,966,596	13.15%
FY 13	\$3,726,246	25.61%
FY 14	\$3,298,836	-11.47%
FY 15	\$3,670,993	11.28%
FY 16	\$5,088,972	38.63%
FY 17*	\$5,344,718	5.03%
FY 18**	\$5,000,000	-6.45%

*Estimated ** Budgeted



Discussion

City Council approved the Red-Light Camera Enforcement Program on May 23, 2007. The City entered into an agreement with American Traffic Solutions, Inc. to administer the program. The first five cameras became operational in January 2009. Two new cameras were installed in summer 2009.

In FY-10, the State Legislature adopted a statewide Red Light Camera Bill. They raised rates but cut the amount the City receives. This program began July 1, 2010. In FY-15 the City currently has 28 cameras. Appeals/disputes are handled by the County Court as well as the City depends on the number of days of delinquencies and when the appeals are filed. In FY-16 and FY 17 the City conducted two hearings per month which contributed to part of the increase in this revenue. Since most of the red light cases are up to-date, the City will resume back to one hearing a month in FY 2018.

Fee Schedule:

Red Light Camera Violation	\$158
Administrative Hearing	\$50
Court Fees Upheld – no Administrative Hearing	\$75
Court Fees Upheld with Administrative Hearing	\$150

Certificate of Re-Occupancy Fee

Revenue Description

As part of the City's code enforcement services, City Council established a program of inspection upon the sale of a residence. Prior to closing, a buyer must get a Certificate of Re-Occupancy.

In order to receive the certificate, a home buyer must make application to the Code Compliance Division to have the home inspected prior to the closing. The purpose of the inspection will be to verify that there are no outstanding zoning, use or setback violations on the property.

Legal Basis for Revenue

Florida Statutes §166.231

City of Miami Gardens Charter - Article 4, Section 4.9 and Article 8, Section 8.3 and Section 8.4

City of Miami Gardens Ordinance 2009-004-176

Special Requirements

None.

Fund/Account Number

General Fund

001-00-00-322

Use of Revenue

General Fund. Unrestricted.

Method/Frequency of Payment

Payment upon application.

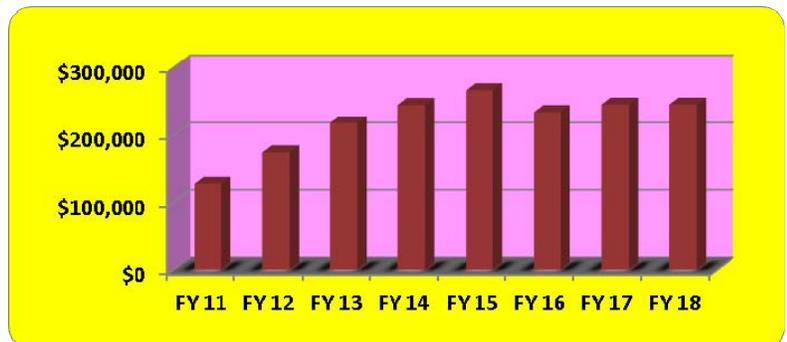
Basis for Budget Estimate

Historical receipts.

Collection History		
Fiscal Year	Amount	Increase/ (Decrease)
FY 11	\$126,602	
FY 12	\$174,028	34.46%
FY 13	\$217,300	24.86%
FY 14	\$244,331	12.44%
FY 15	\$266,166	8.94%
FY 16	\$233,785	-12.17%
FY 17*	\$245,000	4.80%
FY 18**	\$245,000	0.00%

* Estimated ** Budgeted

History of THE Certificate of Re-Occupancy Fee in the General Fund



Discussion

In 2009, the City Council received many horror stories about foreclosed homes and their physical condition and continuing violations.

As a result, the City Council implemented a Certificate of Occupancy Certificate program requiring all home for sale, have a City-issued certificate prior to closing.

Fee Schedule

Application Fee	\$175.00
Conditional Re-Occupancy	\$216.30
Re-Inspection Fee	\$27.30

Slot Machine Revenues

Revenue Description

This revenue results from an agreement between the City of Miami Gardens and Calder Race Course. On January 29, 2008, voters did, in fact, approve the addition of slot machines at the County's three pari-mutuel site, one of which is Calder Race Course in the City of Miami Gardens.

Legal Basis for Revenue

Florida Constitution, Article X, Section 23
 Florida Statutes Chapter 550, 849.16
 City of Miami Gardens Charter Article 4, Section 4.9 & Article 8, Sections 8.3 & 8.4
 City of Miami Gardens Resolution 2007-181-687

Special Requirements: None.

Fund/Account Number: General Fund
 001-00-00-369-400-00

Use of Revenue: General Fund, unrestricted.

Method/Frequency of Payment

Payment is made to the City on a monthly basis.

Basis for Budget Estimate

Compensation to the City consists of a payment of 1.5% of the Gross Slot Revenues generated at Calder on the first \$250 million and 2.5% for all revenue in excess of \$250,000,000.

Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY10	\$682,636	
FY 11	\$1,093,385	60.17%
FY 12	\$1,100,959	0.69%
FY 13	\$1,106,907	0.54%
FY 14	\$1,100,476	-0.58%
FY 15	\$1,113,324	1.17%
FY 16	\$1,128,256	1.34%
FY 17*	\$1,067,691	-5.37%
FY 18**	\$1,100,000	3.03%

* Estimated
 ** Budgeted

History of Slot Machine Revenue to the General Fund



Discussion

Although the referendum was approved on January 29, 2008, by the voters of Miami-Dade County. Construction on the casino began in mid-2009 and is expected to be completed by Super Bowl Sunday in 2010. The City received partial-year revenue in FY-2010. FY 2017 reduction is attributed to building permits issued at Calder for improvements to the facility and the agreement entered between Calder and the City is that the City will provide credit of the permits to this revenue source.

Towing Franchise Fee

Revenue Description

This revenue results from towing of private vehicles due to an accident or code enforcement. The fee is paid by the City's contracted two firm.

Legal Basis for Revenue

Florida Constitution, Article X, Section 23
 Florida Statutes Chapter 550, 849.16
 City of Miami Gardens Charter Article 4, Section 4.9 & Article 8, Sections 8.3 & 8.4
 City of Miami Gardens Resolution 2007-181-687
 City of Miami Gardens Ordinance 2008-08-144

Special Requirements

None.

Fund/Account Number

General Fund
 001-00-00-323-4001-00

Use of Revenue

General Fund, unrestricted.

Method/Frequency of Payment

Payment is made to the City on a monthly basis.

Basis for Budget Estimate

History of collections.

Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$41,865	
FY 11	\$34,770	
FY 12	\$150,000	331.41%
FY 13	\$150,000	0.00%
FY 14	\$150,000	0.00%
FY 15	\$112,500	-25.00%
FY 16	\$125,000	11.11%
FY 17*	\$100,000	-20.00%
FY 18**	\$100,000	0.00%

*Estimated ** Budgeted

History of Towing Franchise Revenue



Discussion

When the City initiated its police department, there came a need to occasionally tow vehicles from crash scenes. The City contracted with a local towing company for this service. The City was paid a set amount per tow, The City's Code Enforcement also uses this service for junk and abandoned vehicles. In FY-12, the City re-bid the franchise and settled for a flat yearly fee of \$150,000. The vendor in FY-15 started to be delinquent in their quarterly payment, and in FY-16 the City has re-bid and award to another vendor which provides less franchise fee.

Bonds and Capital Lease Proceeds

Revenue Description

Periodically, the City issue debt in order to finance its vehicle and major equipment purchase. Generally the proceeds of these debt issues are placed in the General Fund which in turn, purchases the vehicles and equipment for the using departments. In the subsequent years following the issue (or capital lease), the repayment or debt services, is budgeted in the Debt Service Fund.

This revenue item reflects the direct proceeds from such bond issue or capital lease-purchases, whether issued in during the year or carried over from prior years as unspent proceeds.

Legal Basis for Revenue

Florida Statutes §166.231

City of Miami Gardens Charter Article 4, Section 4.9 and Article 8, Section 8.3 and Section 8.4

City of Miami Gardens Ordinance 2007-16-122

Special Requirements

None.

Fund/Account Number

General Fund

001-00-00-384-000-00

Use of Revenue

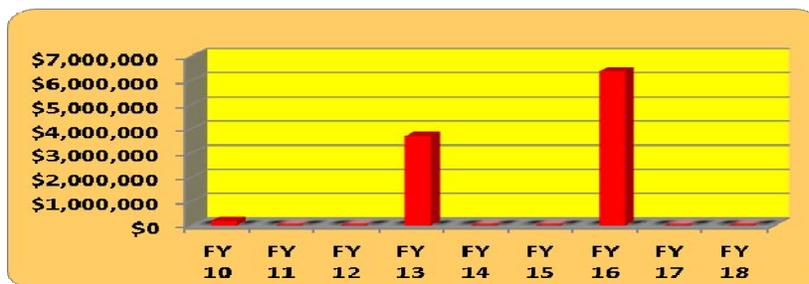
All Funds. Purchase vehicles and equipment and pay Debt Service.

Basis for Budget Estimate

Estimate for the budget is based on each year's budget of whether financing is required for any equipment purchase or replacement.

<i>Fiscal Year</i>	Collection History	
	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 09	\$7,300,000	
FY 10	\$185,300	-97.46%
FY 11	\$0	-100.00%
FY 12	\$0	0.00%
FY 13	\$3,700,000	100.00%
FY 14	\$0	-100.00%
FY 15	\$0	0.00%
FY 16	\$6,366,000	100.00%
FY 17*	\$0	0.00%

History of Bond Proceeds Available in the General Fund



Discussion

Generally, the City uses short-term debt (5 years) to finance the purchase of its vehicles and major equipment. This allows the City to evenly spread out the impact of major capital items so as to not distort the revenue or expenditure needs in any particular year. The FY-13 capital lease in the amount of \$3.7 million is for the replacement of police vehicles and other equipment. The FY-16 bond proceeds is for the re-financing of the taxable bond that was issued in FY-09.

Sale of Assets

Revenue Description

From time to time, the City has pieces of equipment that no longer serves its purpose or which has come to the end of its useful life. This includes vehicles, computers, furniture, and other such items. The City generally sells these at public auction over the internet. Some unique item may be sold on site with bidders invited to make an offer.

Legal Basis for Revenue

Florida Constitution, Article X, Section 23
 Florida Statutes Chapter 550, 849.16
 City of Miami Gardens Charter Article 4, Section 4.9 & Article 8, Sections 8.3 & 8.4
 City of Miami Gardens Resolution 2007-181-687

Special Requirements: None.

Fund/Account #: GF: 001-00-00-364-000-00

Use of Revenue: General Fund, unrestricted.

Method/Frequency of Payment: Occasional.

Basis for Budget Estimate: Historic trends.

<i>Fiscal Year</i>	Collection History	
	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$19,079	
FY 11	\$34,658	81.66%
FY 12	\$9,758	-71.84%
FY 13	\$152,974	1467.68%
FY 14	\$87,246	-42.97%
FY 15	\$48,081	-44.89%
FY 16	\$18,152	-62.25%
FY 17*	\$12,000	-33.89%
FY 18**	\$4,350,000	36150.00%

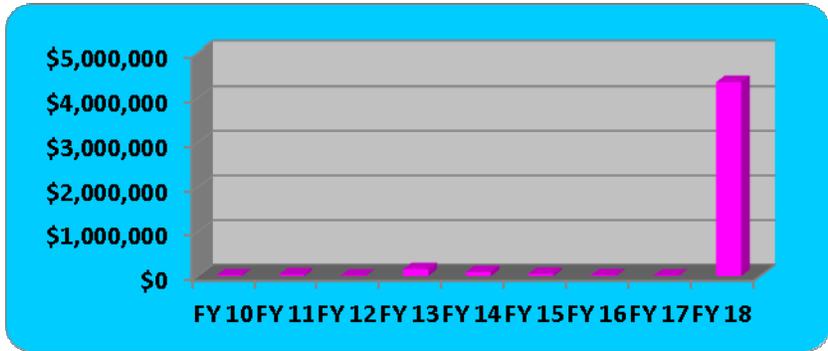
*Estimated

** Budgeted

Discussion

This revenue results from the direct sale of non-real estate assets such as old vehicles, computers, furniture and other old items beyond their useful life. This revenue has increased significantly as the City's once new equipment has aged. FY-13 increase is attributed to sales of retired police vehicles. In FY-18 the City is expected to close the sale of the 15 acre economic development property which will payoff the loan the City issued in purchasing this property in FY 2009.

History of Sale of Assets Revenue in the General Fund



Event Parking

Revenue Description

The City has an opportunity to take advantage of its proximity to New Miami Stadium. It is anticipated that the City can provide parking for the Miami Dolphins home football games or any major events that will be held at the Stadium.

Legal Basis for Revenue

Florida Statutes §166.231, 180.14, 80.20
City of Miami Gardens Charter Article 4, Section 4.9

Special Requirements: None.

Fund/Account Number: General Fund
001-00-00-369-907-00

Use of Revenue: General Fund. Unrestricted.

Method/Frequency of Payment: Occasional.

Basis for Budget Estimate

Estimate for the budget is based on the number of events to be held at the Stadium for the fiscal year.

FEES:

\$15.00 per vehicle per event

Billboard Revenue

Revenue Description

Billboard revenue began during fiscal year 2015 as a result of relocation and/or reconstruction of billboard signs throughout the City. The revenue is an effort by the City to reduce the number of billboard signs located within the interior of the City and relocating them along the Expressways.

Legal Basis for Revenue

Florida Statutes §70.20
City of Miami Gardens Code of Ordinances, Chapter 74

Special Requirements: None.

Fund/Account Number: General Fund
001-00-00-369-908-00

Use of Revenue: General Fund. Unrestricted.

Method/Frequency of Payment: Annually.

Basis for Budget Estimate

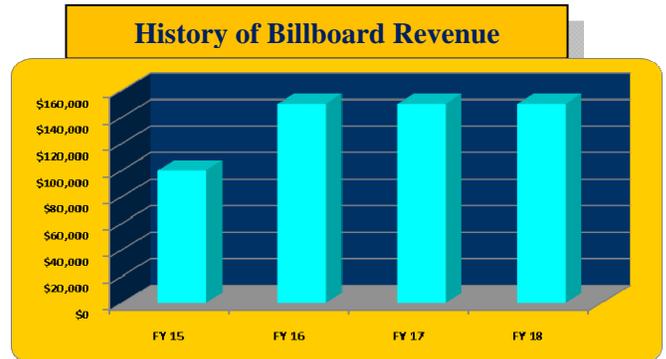
Estimate for the budget is based on the current agreement with Clear Channel Outdoor, LLC. for relocation and operation of digital billboard signs.

FEES:

\$50,000 annually for each 70.20 Billboard located within the City

Discussion

This revenue results from the agreement between the City and Clear Channel Outdoor, LLC. for the relocation and current operation of 3 digital billboard signs. The initial agreement with the billboard operator began in fiscal year 2015.



Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 15	\$100,000	
FY 16	\$150,000	50.0%
FY 17*	\$150,000	0%
FY 18**	\$150,000	0%

*Estimated ** Budgeted

Planning and Zoning Fees

Revenue Description

The City's Planning and Zoning Department assesses various fees for its services. These fees are designed to recover the cost of processing various land development activities.

Legal Basis for Revenue

Florida Statutes §166.231
 Miami Dade County Code Sec. 8CC-10.
 City of Miami Gardens Charter Article 4, Section 4.9 & Article 8, Sections 8.3

Special Requirements: None.

Fund/Account Number

General Fund
 001-00-00-322-000-00

Use of Revenue

Unrestricted.

Method/Frequency of Payment

Revenue is collected upon application for a permit or other requested activity.

Basis for Budget Estimate

Estimate for budgeting purposes is made by the City staff based on historical collections and trend analysis. This is adjusted by an estimate of new construction expected in the subsequent year.

Collection History

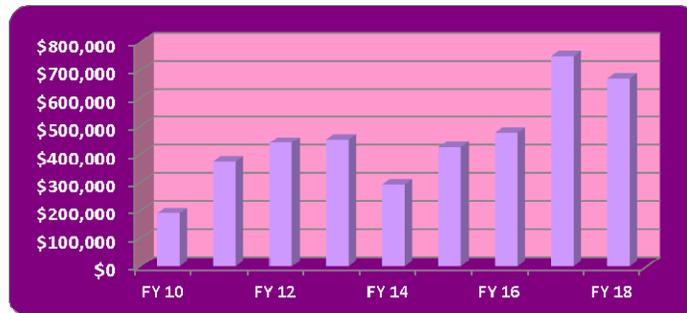
<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$190,058	-30.52%
FY 11	\$375,001	97.31%
FY 12	\$441,870	17.83%
FY 13	\$453,364	2.60%
FY 14	\$292,916	-35.39%
FY 15	\$424,702	44.99%
FY 16	\$476,766	12.26%
FY 17*	\$750,000	57.31%
FY 18**	\$670,000	-10.67%

*Estimated **Budget

Discussion

Prior to FY-05, all Planning and Zoning activity was handled by Miami-Dade County. FY-05 and FY-06 saw significant development activity which is reflected in the revenues. FY-07 thru FY-10 reflects the major downturn in development activity faced by all of South Florida. FY-11 is expected to reflect a moderate increase in development activity. FY 12 & FY 13 increase is attributed to permits issued for the City Hall project. FY 17 and FY 18 increase is attributed to City's General Obligation Bond projects as well as new commercial and residential development in the City.

History of Planning & Zoning Fee Collections



Fee Schedule

The Miami Gardens Planning and Zoning Department charges and collects fees for the items and rates listed in the following schedule:

I. PLANNING & ZONING SERVICES DIVISION

A. ADMINISTRATION

1. ADDRESS REQUEST

a. Developer			
Multi-Family, Commercial, Industrial, Non-Residential & Mixed Use	Base fee	\$	150.00
	Each addtn'l	\$	5.00
b. Homeowner – Single Family Residential	Base fee	\$	50.00

2. ADMINISTRATIVE VARIANCE AND/OR WAIVER

a. All other uses		\$	768.00
b. Appeals		\$	960.00
c. Multi-Family, Non-Residential, Commercial & Industrial uses		\$	1,536.00
d. Sign Plan		\$	750.00
e. Single Family, Duplex & Cityhome uses		\$	700.00
f. Traffic Parking Study			TBD
g. Violation	Double (2x) the permit fee + penalty		

3. ALCOHOLIC BEVERAGE \$ 264.96

4. CERTIFICATE OF CONFORMITY

a. Multi-Family, Non-Residential, Mixed use & all others	\$	3,168.00
b. Single Family, Duplex & Cityhome	\$	1,125.00

5. CONSULTING SERVICES

Per City Ordinance 2003-13, charges incurred for consultants that may be necessary for any Zoning application, site plan review, plat/subdivision review or inspection, construction project, site inspection, including but not limited to engineering, architectural, planning, legal, technical, environmental, or other similar or professional services shall be paid by the applicant in addition to any other application fees or charges. Applicant shall pay the City upfront for the estimated cost of such consultant or professional service.

This includes: Advertisement, Traffic/Parking Study

Varies

6. COPIES OF DEPARTMENTAL RECORDS

a. Certified copies	Each page	\$	1.05
b. Double sided copies	Each page	\$	0.26
c. Notary Public service	Each document	\$	1.05
d. Plan reproduction from microfilm	Each page	\$	5.23
e. Reproduced records	Each page	\$	0.16

7. INSPECTIONS

a. Overtime Inspection	Each hour	\$	91.35
Minimum 2 hours			
b. Re-inspection		\$	91.35

8. NON-REFUNDABLE APPLICATION FEE for selected processes such as:

- Community Residential Homes (CRH)
- Temporary Signs
- Tree Removal

\$ 96.00

9. REAL ESTATE BANNER

Each \$ 50.00

10. SIGN PLANS

a. Entrance Feature Sign	\$	750.00
b. Multi-Use/Multi-Tenant Sign Plan		
1. Greater than 200 ft. frontage	\$	750.00

2.	Less than 200 ft. frontage	\$	500.00
3.	Modification	\$	250.00
c.	Sign Plan		
1.	Miscellaneous Sign Fee	\$	150.00
2.	Modification	\$	100.00
3.	Single Use	\$	250.00
d.	Window Sign	Each tenant	\$ 50.00
11	SPECIAL LETTER/RESEARCH		
a.	Base fee includes Concurrency Letters and similar requests & researches.	\$	264.96
b.	Special Request additional fees: Hourly salary by employee, plus expenses, plus multiplier of 3.0 to cover availability such as building.		Varies
12	TREE REMOVAL		
a.	Commercial, Industrial & Non-Residential	\$	140.00
b.	Engineering Inspection		
1.	After inspection Swale Right of Way (\$ 35 insp=\$6/tree up to a maximum of \$ 265.00/(acre)(canopy))		Varies
2.	Before inspection Swale Right of Way (\$ 28 application + \$ 35 inspection)	\$	63.00
c.	Free Trust Fund permit tree – Minimum of \$ 200.00	\$	400.00
d.	Multi-Family	\$	140.00
e.	Single Family	\$	50.00
13	VESTED RIGHTS DETERMINATION		
a.	Nonresidential, Mixed use and Multi-Family	\$	3,168.00
b.	Single Family, Duplex and Townhouse	\$	1,126.00
c.	Revisions	\$	1,848.00

B. COUNCIL/HEARING

1. PLATS

a.	Bonds		
1.	Initial submittal & review of agreement/Letter of Credit	\$	1,429.20
2.	Processing the reduction of released bond amount	\$	1,122.00
3.	Review of corrected bonding documentation	\$	516.20
b.	Final		
1.	Base Fee	\$	3,132.15
2.	Minimum	1 st 10 sites/lots	\$ 1,920.00
3.		Each addtn'l 10 sites/lots or fractional part	\$ 150.00
c.	Tentative		
1.	Base Fee	1 st 6 sites/lots	\$ 3,132.15
		Each addtn'l 6 sites/lots or fractional part	\$ 76.80
2.	Extension		
i.	After expiration	\$	1,344.00
ii.	Prior to expiration	\$	1,920.00
3.	Resubmission		
i.		\$	1,344.00
ii.	New Owner with no other revision	\$	1,075.00
d.	Waiver		
1.	Base Fee	\$	1,747.20
2.	Resubmission due to non-compliance with staff/DRC recommendations	\$	864.00
3.	Revisions		
i.	Change owner's name, no other revisions	\$	576.00
ii.	Change parcels at owner's request	\$	576.00
4.	Subdivision Code Requirements		
i.	Additional fee for review which includes a request to waive subdivision.	\$	576.00

ii.	Additional fee for request to waive underground requirements.		\$	326.40
iii.	Additional fee for correspondence answering inquires.		\$	326.40
2.	PUBLIC HEARING			
a.	Administrative Request			
1.	All other request for Resolution		\$	1,728.00
2.	Appeals			
i.	Administrative Interpretation		\$	1,100.00
ii.	Administrative Variance/Waiver		\$	1,087.26
iii.	Substantial Compliance Determination		\$	1,100.00
3.	Modification/Deletion or conditions of		\$	2,201.63
4.	Resolution/Declaration of Restrictions		\$	2,201.63
b.	Advertisement (newspaper)	Deposit	\$	2,000.00
c.	Other Fees		\$	2,641.76
	Application submitted 30 days or less prior to scheduled hearing date.			
e.	Revisions to Plans		\$	1,320.98
f.	Rezoning Public Hearing Requests			
1.	AU/R-1/R-2 (to Single Family or Duplex)		\$	2,420.80
2.	I-1/I-2/GP (to Industrial)		\$	6,576.00
3.	NC/PCD (to Commercial or Business)		\$	6,576.00
4.	P D (to Planning Development)		\$	8,056.47
5.	R-15/R-25/R-50/OF (to Multi-Family or Office)		\$	4,384.00
g.	Sign Variance/Waiver Public Hearing Request			
1.	Public Hearing Variance/Waiver of Sign Regulations	1 st sign	\$	1,800.00
		Each addtn'l sign	\$	250.00
2.	Result of a violation		\$	2,600.00
h.	Special Exception Use Public Hearing Requests			
1.	All other districts		\$	11,304.00
2.	R districts		\$	3,598.40
i.	Variance/Waiver Public Hearing Requests			
1.	Commercial, Industrial, Multi-Family, Non-Residential & Other		\$	3,302.45
2.	Single Family, Duplex & Cityhomes		\$	1,600.00
3.	Violation		\$	1,900.00
3.	Right of Way Easement Special Taxing			
a.	Dedication, Road Vacation or Easement by Resolution		\$	2,592.00
b.	Miscellaneous		\$	307.50
c.	Request for Special Taxing District		\$	1,728.00
C.	PERMITS			
1.	BUILDING PERMIT FEES			
a.	Administration			
1.	Expedite			
i.	Commercial	1 st hour	\$	470.40
		Addtn'l hour	\$	117.60
ii.	Residential	1 st hour	\$	220.80
		Addtn'l hour	\$	55.20
b.	Commercial			
1.	All other not Single Family Residence. Other than as specified herein: Water Tower; Pylons; Bulk Storage – Tank Foundation; Unusual Limited – use buildings, marquees & similar construction.	Per \$ 1,000.00 job value	\$	2.64
2.	Structures of unusual size or nature as arenas, stadiums and water & sewer plants	½ of 1% job value	\$	0.01
c.	Fences & Masonry Walls (RESIDENTIAL ONLY)			
1.	Chain link/Wood	0-500 l/f	\$	51.50

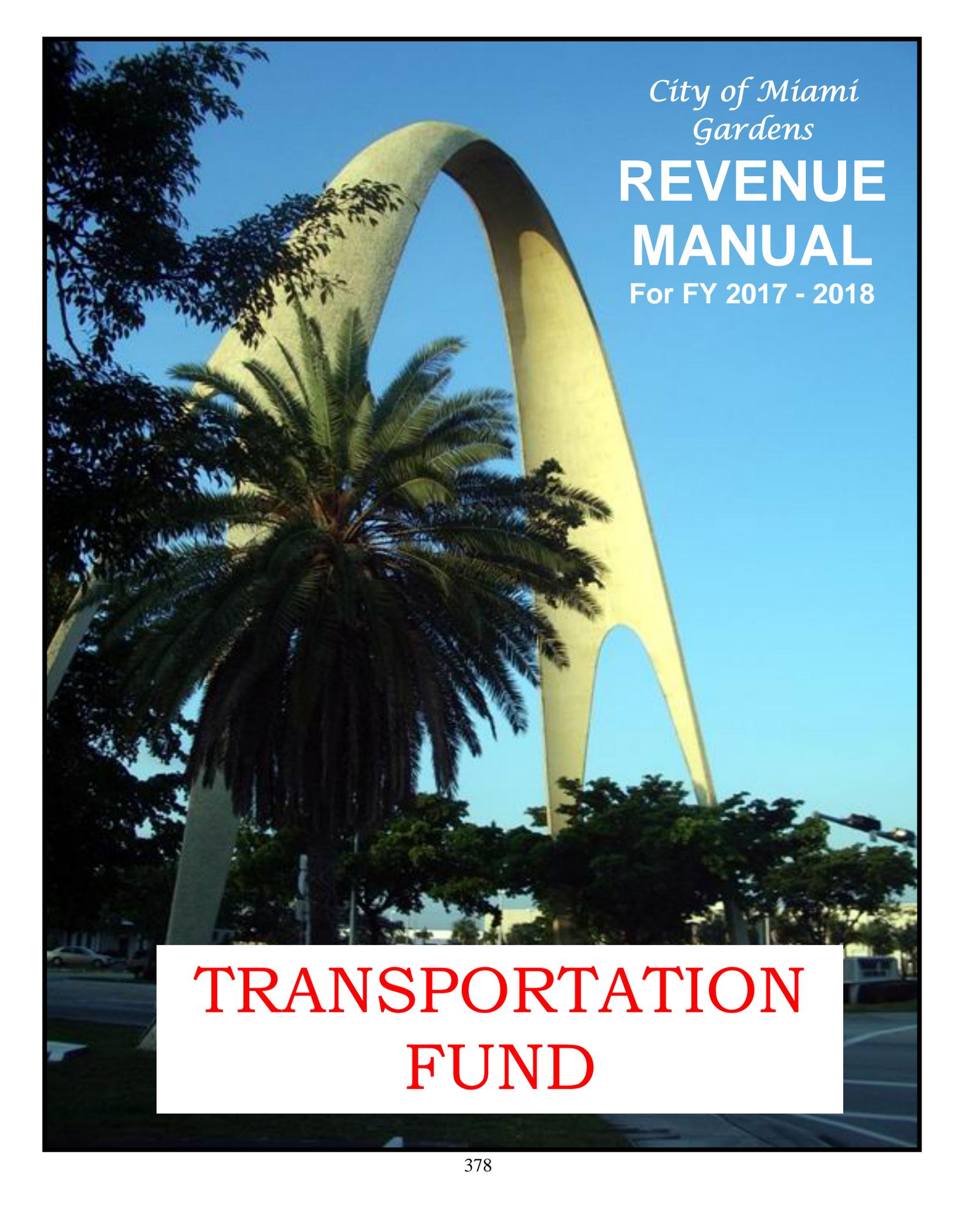
		Addtn'l 500 l/f	\$	51.50
		Each l/f	\$	0.35
d.	Mobile Homes/Temporary Buildings	Each install	\$	70.00
e.	Moving Building	Each 100 s/f or fractional part	\$	2.94
		Each install	\$	51.50
f.	Pools, Spas & Hot Tubs			
g.	Residential			
	1. Alteration/Remodeling	Per \$ 1.00 job value	\$	0.01
	2. New Construction			
	i. 0 - 300 s/f		\$	30.00
	ii. 301 – 650 s/f		\$	60.00
	iii. 651 s/f and above	Each s/f	\$	0.10
	3. Shade House	Each s/f	\$	0.01
h.	Satellite Dish	All trades each	\$	51.50
i.	Signs	Each sign	\$	51.50
j.	Sheds		\$	25.00
	Prefabricated utility shed with slab (max 100 s/f floor area)			
k.	Slabs	Each installation	\$	51.50
l.	Temporary Bleachers, Platforms & Tents			
	1. Bleachers	Each install	\$	51.50
	2. Platforms	Each install	\$	51.50
	3. Tents	Each tent	\$	70.00
2.	COMMUNITY RESIDENTIAL HOMES			
	a.	Each folio #	\$	441.60
	b. Renewal	Each	\$	264.50
3.	LANDSCAPING			
	a. Commercial			
	1. Engineering Review		\$	200.00
	2. Plan Review		\$	2,559.75
	3. Revision		\$	384.00
	b. Residential			
	1. Engineering Review		\$	80.00
	2. Plan Review		\$	126.00
4.	SIGNS			
	a. National Event			
	1. Private Property			
	i. Minimum	40 s/f or less	\$	750.00
	ii.	Greater the 40 s/f	\$	2400.00
	iii.	Each s/f above 40	\$	10.00
	2. Public or Right of Way Property			
	i. Minimum	40 s/f or less	\$	250.00
	ii.	Each s/f above 40	\$	10.00
	b. Temporary			
	1. Banner Sign (Permit is only valid for 60 days)		\$	50.00
	2. Balloon Sign (Permit is only valid for 17 days)		\$	100.00
	3. Construction Fence Sign		\$	150.00
	4. Construction Site Sign		\$	50.00
	5. Directional, Informational and/or Other Sign		\$	150.00
	6. Real Estate Sign		\$	50.00
	7. Spotlight Sign (Permit is only valid for 3 days)		\$	100.00
	8. Violation			Double Fee
5.	SITE PLAN REVIEW			
	a. Development Review Committee (DRC)			
	1. Administrative release, modification, revision of condition of development order approval.		\$	1,102.40
	2. DRC Pre-Application Conference Review		\$	1,318.20
	3. Development order		\$	5,290.50
	4. Other Miscellaneous – Minor per Section 34-45 C(11)		\$	384.00
	b. Site Plan Review			
	1. Commercial, Industrial, Non-Residential			
	i. Base Fee		\$	4,219.78

	ii.	Building size	Each 5,000 s/f, or fractional part	\$ 384.00
	iii.	Property size	Each addtn'l 10 acres, or fractional part	\$ 1,536.00
	iv.	Revisions apply at 3 rd submission (Concurrency fee does not apply)		\$ 1,152.00
2.		Lake Excavation		
	i.	Base Fee		\$ 1,747.20
	ii.	Hearing		\$ 1,152.00
	iii.	Property size	Each addtn'l 10 acres, or fractional part	\$ 768.00
	iv.	Revisions apply at 3 rd submission (Concurrency fee does not apply)		\$ 1,152.00
	v.	Site Plan Review		\$ 1,536.00
	vi.	Violation		\$ 1,920.00
2.		Mixed Use		
	i.	Base Fee		\$ 4,219.78
	ii.	Building size (Commercial)	Each 5,000 s/f, or fractional part	\$ 384.00
	ii.	Building size (Residential)	Each 15 units, or fractional part	\$ 768.00
	iii.	Property size	Each addtn'l 10 acres, or fractional part	\$ 1,536.00
	iv.	Revisions apply at 3 rd submission (Concurrency fee does not apply)		\$ 1,152.00
3.		Modifications		
	i.	Administrative Modifications and Release of Condition. (Concurrency fee does not apply)		\$ 1,201.00
	ii.	Site Plan Modifications of previously approved plans. (Concurrency fee does not apply)		\$ 1,201.00
4.		Residential		
	i.	Base Fee		\$ 3,082.00
	ii.	Building size	Each 15 units, or fractional part	\$ 768.00
	iii.	Property size	Each addtn'l 10 acres, or fractional part	\$ 768.00
	iv.	Revisions apply at 3 rd submission (Concurrency fee does not apply)		\$ 1,057.00
c.		Substantial Compliance Review		
	1.	Appeals		\$ 2,000.00
	2.	Non-residential, mixed uses & all others		\$ 2,862.00
	3.	Revisions		\$ 1,152.00
	4.	Single Family, Duplex, Cityhouse & Multi-Family		\$ 1,500.00
6.		VEHICLES		
a.		Industrial Zoned Properties		
	1.	Boats/ Water Vessels; Commercial/ Recreational vehicle and Trailers/Containers	Each vehicle, Maximum 2	\$ 250.00
	2.	Renewal		\$ 250.00
	3.	Violation		\$ 500.00
b.		Single Family, Duplex & Cityhouse		
	1.	Boats/ Water Vessels; Commercial/ Recreational vehicle and Trailers/Containers		\$ 25.00
	2.	Renewal		\$ 25.00
	3.	Violation		\$ 50.00

7. ZONING IMPROVEMENT PERMIT (ZIP)

\$ 51.50

Agricultural/Farm building;
Anchoring, Mooring, Docking or Storage of Houseboat;
Awning, Canopy Carport & Screen Enclosure;
Chickee Huts;
Donation bins & recycling bins;
Mobile Medical & Professional Units;
Painting wall sign, Balloon Sign & Stick on Fabric Letter;
Parking lot refurbishing – resurfacing or seal coating, paving &
drainage of existing parking lot;
Pools (above ground over 24" deep);
Portable Mini Storage Unit;
Residential Fences and Masonry walls – ornamental iron fence,
decorative gardens, type water.



*City of Miami
Gardens*

**REVENUE
MANUAL**
For FY 2017 - 2018

**TRANSPORTATION
FUND**

1st Local Option Fuel Tax

Revenue Description

The State authorizes several gas taxes to support transportation operation at the local government level. The first is the 1 to 6 Cents Local Option Fuel Tax that is imposed on Motor and Diesel Fuels. The funds are collected by the state and forwarded to the City on a monthly basis. Miami Gardens receives 2.5747989% of the collection in Miami-Dade County.

Legal Basis for Revenue

Florida Statutes §336.025
 Chapters 90-110 and 90-132, Laws of Florida
 City of Miami Gardens Charter Article 4, Section 4.9
 City of Miami Gardens Ordinance 2007-16-122

Special Requirements

Florida Statutes, §336.025(1)(a)2, requires the proceeds of the local option gas tax be used only for transportation related expenditures. Paragraph (7) defines "transportation expenditures" as:

- Public transportation operations and maintenance.
- Roadway and right-of-way maintenance and equipment and structures used primarily for the storage and maintenance of such equipment.
- Roadway and right-of-way drainage.
- Street lighting.
- Traffic signs, traffic engineering, signalization and pavement markings.
- Bridge maintenance and operation.
- Debt service and current expenditures for transportation capital projects in the foregoing program areas, including construction or reconstruction of roads.

Fund/Account Number

Transportation Fund
 100-00-00-312-410-00

Use of Revenue

Transportation Fund. Generally, the refunded monies are to be used to fund the construction, reconstruction, and maintenance of roads.

Method/Frequency of Payment

Motor fuel wholesale distributors (prior to July 1, 1995, it was collected by retailers) collect the tax and submit it to the Florida Department of Revenue, which distributes to cities and counties monthly, after a 7.3% General Revenue Service Charge is deducted. The change in the collection method was projected to increase compliance and therefore increase revenues. The City receives its distribution monthly by Electronic Fund Transfer.

Basis for Budget Estimate

Estimate for budgeting purposes is made by the City based on an estimate published by the State Department of Revenue and historical collection trends.

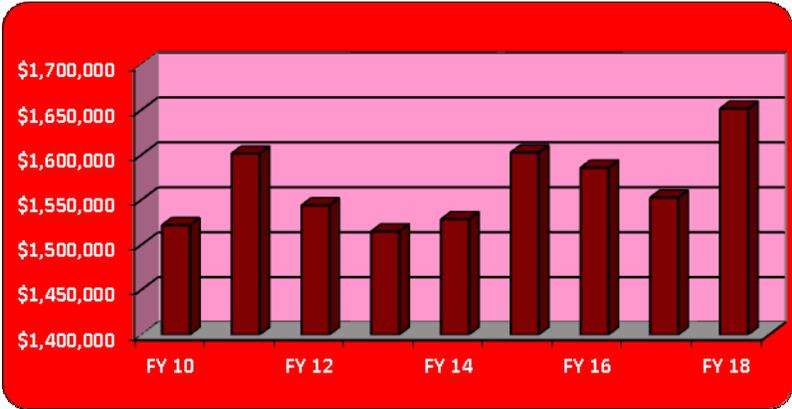
Collection History		
<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$1,521,890	
FY 11	\$1,601,604	5.24%
FY 12	\$1,543,881	-3.60%
FY 13	\$1,514,920	-1.88%
FY 14	\$1,528,503	0.90%
FY 15	\$1,602,775	4.86%
FY 16	\$1,585,796	-1.06%
FY 17*	\$1,552,670	-2.09%
FY 18**	\$1,651,550	6.37%

* Estimated ** Budgeted

Discussion

This is the second largest revenue source for the City's Transportation Fund. Revenue is affected with economy changes and higher gas prices that reduced the consumption.

History of 1st Optional Fuel Tax Collections



2nd Local Option Fuel Tax

Revenue Description

The State authorizes several gas taxes to support transportation operation at the local government level. The second is the 1 to 5 Cents Local Option Fuel Tax that is imposed on Motor Fuels. The funds are collected by the state and forwarded to the City on a monthly basis.

Legal Basis for Revenue

Florida Statutes §Florida Statutes 336.025(1)(b)
 Chapters 93-206 Laws of Florida
 City of Miami Gardens Charter Article 4, Section 4.9
 City of Miami Gardens Ordinance 2007-16-122

Special Requirements

The law requires that the monies be used to meet the requirements of the capital improvements of the adopted plan. The funds cannot be used for operating purposes.
 Miami-Dade County only levies 3 of the authorized 5 cents of the tax.

Fund/Account : TF: 100-00-00-312-420-00

Use of Revenue

For Capital Improvements according to the Comprehensive Plan.

Method/Frequency of Payment

Motor fuel wholesale distributors collect the tax and submit it to the Florida Department of Revenue, which distributes to cities and counties monthly, after a 7.3% General Revenue Service Charge is deducted. The change in the collection method was projected to increase compliance and therefore increase revenues. The City receives distribution monthly by EFT.

Basis for Budget Estimate

Estimate for budgeting purposes is made by the City based on an estimate published by the State Department of Revenue and historical collection trends.

Collection History

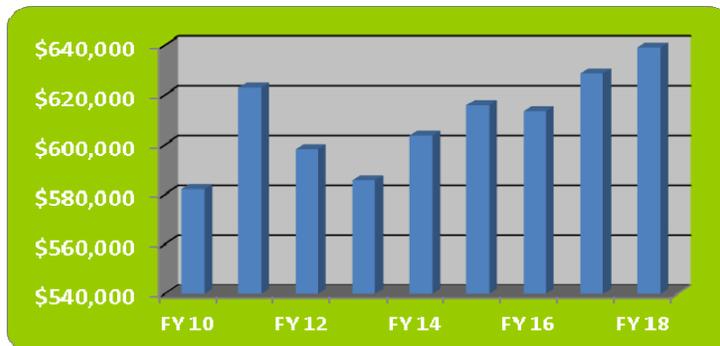
<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$582,080	-3.04%
FY 11	\$622,828	7.00%
FY 12	\$598,259	-3.94%
FY 13	\$585,738	-2.09%
FY 14	\$603,543	3.04%
FY 15	\$615,889	2.05%
FY 16	\$613,376	-0.41%
FY 17*	\$628,692	2.50%
FY 18**	\$639,102	1.66%

* Estimated ** Budgeted

Discussion

This is the third largest revenue source for the City's Transportation Fund. This revenue is affected by economy changes and higher gas prices affect the revenue.

History of 2nd Optional Fuel Tax Collections



State Revenue Sharing

Revenue Description

The Florida Revenue Sharing Act of 1972 created a revenue sharing trust fund for Florida municipalities in order to ensure revenue parity throughout the state. The revenues collected from sales and fuel taxes and are allocated to local governments for specific, authorized purposes. To participate, the following requirements must be met:

- Report finances for the most recently completed fiscal year to the Department of Banking and Finance, pursuant to §218.32, F.S.;
- Make provisions for annual post-audits of its financial accounts, pursuant to Chapter 10,500, Rules of the Auditor general (§218.23(1)(b), F.S.);
- Levy ad valorem taxes that will produce the equivalent of 3 mills per dollar of assessed valuation or an equivalent amount of revenue from an occupational license tax or a utility tax in combination with the ad valorem tax, in the year 1972;
- Certify that its law enforcement officers, as defined in §943.10(1), F.S., meet the qualifications set by the Criminal Justice Standards and Training Commission, its salary structure and salary plans meet provisions of §943, F.S., and no law enforcement officer receives an annual salary of less than \$6,000;
- Certify its firefighters, as defined in §633.30(1), F.S., meet qualifications for employment established by the Division of State Fire Marshal pursuant to §633.34 and 633.35, F.S. and the provisions of §633.382 have been met;
- Each dependent special district must be budgeted separately according to §218.23(1)(f), F.S.;
- Meet Department of Revenue "Truth in Millage" (TRIM) requirements as stated in §200.065, F.S.

Legal Basis for Revenue

Laws of Florida, Chapters 72-360, 73-349, 76-168, 83-115, 84-369, 87-237, 90-110, 90-132,92-184, 92-319, 93-233, 93-71, 94-2, 94-146,94-218, 94-353, 95-417.

Florida Statutes §218.23

Florida Statutes §166.231, 180.14, 80.20

City of Miami Gardens Charter Article 4, Section 4.9 & Article 8, Sections 8.3 & 8.4

City of Miami Gardens Ordinance 2007-16-122

Special Requirements

For FY 2015, 24.52% of this revenue must be use for transportation purposes. The balance may be used for any legal purpose. Miami Gardens recognized 75.36% in the General Fund as general revenue.

Transportation Fund

100-00-00-335-120-00

Use of Revenue

Transportation Fund, unrestricted.

Method/Frequency of Payment

Revenue is received form the State on a monthly basis.

Basis for Budget Estimate

Estimate for budgeting purposes is made by the State Department of Revenue and may be adjusted by the City staff based on historical collections. State estimates.

Collection History

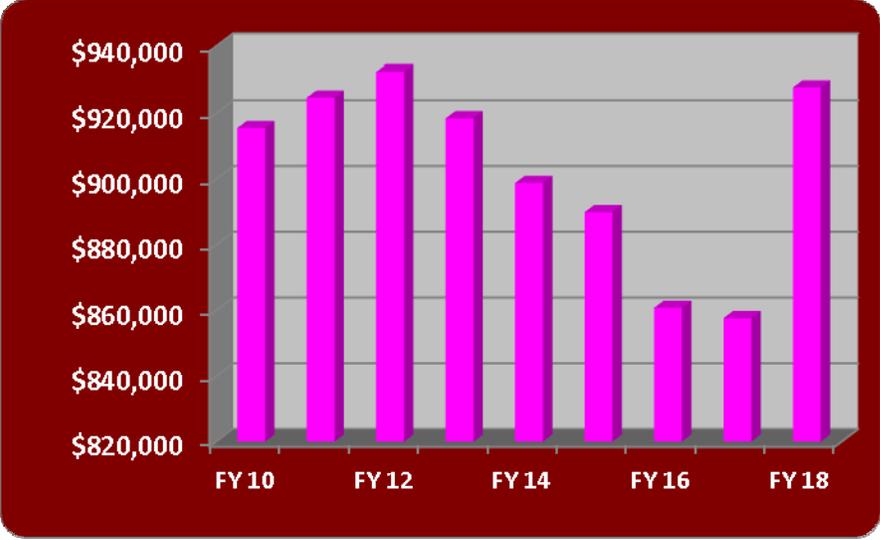
<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$915,413	-0.54%
FY 11	\$924,622	1.01%
FY 12	\$932,406	0.84%
FY 13	\$918,345	-1.51%
FY 14	\$898,665	-2.14%
FY 15	\$889,801	-0.99%
FY 16	\$860,678	-3.27%
FY 17*	\$857,548	-0.36%
FY 18**		

* Estimate
 ** Budgeted

Discussion

State Revenue Sharing is a major source of revenue for both the General Fund and the Transportation Fund until the CITT settlement with the County in FY-12. This revenue was steady for the past several years due to deteriorating economic conditions, but since FY 2014, revenues have been increasing attributed to the economy recovery.

History of State Revenue Sharing Collections



Public Works Permit Fees

Revenue Description

Revenue is derived from fees charged for permits for various projects affecting public roadways, right-of-ways, and easements. These include: Land Clearing Permit, Land Excavation Permit, Land Filling Permit, Road Cut or Jack & Bore, Driveway Permits, Vacation of Easements.

Legal Basis for Revenue

Florida Statutes §166.231, 180.14, 80.20
 Miami Dade County Code Sec. 8CC-10.
 City of Miami Gardens Charter Article 4, Section 4.9 & Article 8, Sections 8.3
 City of Miami Gardens Ordinance 2007-16-122

Special Requirements: None.

Fund/Account Number: TF: 100-00-00-322-002-00

Use of Revenue: Transportation Fund, unrestricted.

Method/Frequency of Payment

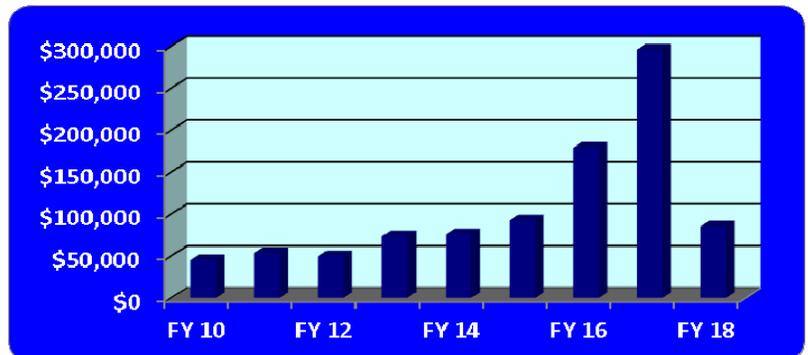
Revenue is collected upon application for a permit.

Basis for Budget Estimate: History

Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$44,939	-40.62%
FY 11	\$53,488	19.02%
FY 12	\$49,408	-7.63%
FY 13	\$73,461	48.68%
FY 14	\$75,677	3.02%
FY 15	\$92,278	21.94%
FY 16	\$178,893	93.86%
FY 17*	\$295,878	65.39%
FY 18**	\$85,000	-71.27%

History of Public Works Permit Fees Collections



* Estimated ** Budgeted

Discussion

Public Works began processing permits for the above activities since FY-07. Activity somewhat mirrors general building permits. Revenue for permits declined significantly in FY-10; however, revenues have increased since FY 13 attributed to economy recovery and construction begins. Drastic increase in FY 17 which is partially attributed to the building permit issued for City's projects. FY 17 increase is attributed to FPL permits for high power line improvements

I. ENGINEERING SERVICES DIVISION

A. ADMINISTRATION

General Information on Special Fees, Extensions and Inspections.

1. ACTUAL COST FOR PROJECTS REQUIRING SERVICES NOT CONTEMPLATED IN CURRENT FEE STRUCTURE

- a. The Director, or designee, has the authority to invoice for reimbursement of actual costs on project(s) requiring services not contemplated in the current fee structure.
- b. The invoice will consist of actual labor cost, including any and all fringe benefit costs the Division is legally obligated to pay. Additionally, the invoice will include any other indirect cost associated with the actual labor cost, as determined by the City of Miami Gardens Engineering Services Division's Finance Section on a yearly basis.
- c. All of this (these) project(s) will have mutually agreed on contact(s), which will be maintained in the Finance Section. The Director will also have the ability to request a deposit amount that is mutually acceptable to the Division and Company or individual that is legally responsible for the project(s). The deposit amount shall be used to offset the final executed agreement with the Division. The life span of the project(s) shall be included in the agreement.

2. ENGINEERING PERMIT EXTENSIONS

\$ 73.65

A permit may be extended for a period of up to, but not more than one (1) year, from the expiration date of the original permit, provided the Permit Section of Development Services, Public Works Engineering & Code Compliance Department is notified prior to the expiration of the permit. If the permit is allowed to expire without requesting an extension, a new permit will be required, including appropriate fee, for the remainder of the uncompleted work. A fee of \$ 73.65 shall be paid by the permit holder who submits a written request for a permit extension.

3. CITY SURCHARGE

Permit Fee 15%

A technology fee of 15% of the total Building/Public Works Engineering permit fee shall be assessed to each permit to enhance the City's ability to provide state-of-the-art technology to its Building Services Division/Public Works Engineering customers.

4. CHANGE OF CONTRACTOR AND/OR QUALIFIER

\$ 114.00

Where there is a change of contractor or qualifier involving a permit, the second permit holder shall pay a fee of \$ 114.00 to cover the cost of transferring the data from the original permit to the second permit.

5. INSPECTIONS

- a. **ENGINEERING CONSTRUCTION PROJECTS COMPLETED BY CONTRACTOR TO BE INSPECTED** Each project \$ 525.00
- b. **FINAL INSPECTION REQUEST AFTER EXPIRATION OF PERMIT** \$ 200.00
A fee of \$ 200.00 will be assessed when a final inspection is required after a permit's expiration date.
- c. **RE-INSPECTION FEES (See explanation below).** Each insp. \$ 95.00
Work should be completed and ready for inspection at the time the inspection is scheduled. If the work is not ready or does not conform to the code or the approved drawings, a re-inspection will be necessary. With respect to inspections, if a local government finds it necessary, in order to enforce compliance with the Florida Building Code, to conduct any inspection after an initial inspection and one subsequent re-inspection of any project or activity for the same code violation.

OVERTIME INSPECTIONS

Per hour \$ 92.00

d.	Charges for construction inspections or plan review, which are requested in advance and require overtime, will be at a rate of \$ 92.00 per hour, or fraction thereof, and \$147.00 per hour, or fraction thereof, on a holiday. Fees are over and above the permit fees with a minimum of three (4) hours.	Per hour Holiday	\$	147.00
e.	TREE PLANTING FEE Planting trees in Right-of-Way.	Right place in the ROW Inspection	\$	20.00
6.	LOST PERMIT CARD FEE A replacement fee shall be charged for the loss of a Permit Inspection Record Card after a permit has been issued.		\$	35.00
7.	PENALTY FEES When work for which a permit is required commences prior to obtaining a permit a penalty fee is imposed. THE PENALTY FEE WILL BE \$123.00 PLUS DOUBLE THE ORIGINAL PERMIT FEE.			Double (2x) the permit fee +
a.	Failure to display permit card		\$	123.00
b.	Failure to obtain required inspection		\$	105.00
c.	Failure of owner-builder or contractor to obtain permit		\$	525.00
d.	Failure to properly guard and protect an excavation		\$	525.00
e.	Failure to remove debris, equipment, materials or sheds on the right-of-way		\$	210.00
f.	Unlawfully making an excavation which endangers adjoining property, buildings, right-of-way or a menace to public health or safety.		\$	1,050.00
8.	PLAN REVIEW FEES Plan review minimum to include DRC (Development Review Committee)			
a.	Drainage/Paving Plan Review NOTE: Fees may vary depending on the plan review time.	Each	\$	265.00
b.	Fence in the Right-of-Way Review Review the application for permission to fence within the right-of-way.	Each	\$	600.00
c.	Multiple Discipline Review	Each	\$	210.00
d.	Overtime Plan Review Charges for construction inspections or plan review, which are requested in advance and require overtime, will be at a rate of \$ 92.00 per hour, or fraction thereof, and \$ 147.00 per hour, or fraction thereof, on a holiday. Fees are over and above the permit fees with a minimum of three (3) hours.	Per hour Holiday	\$	92.00 147.00
e.	Single Discipline Review	Each	\$	80.00
9.	LOST PLANS FEE When a permitted set of plans for all type of projects are lost by the applicants, owner, contractor, or any other representative of the projects, a recertification fee will be required to review, stamp and approve new set of plans as a field copy. Such fee shall be assessed at the cost of reproduction plus \$ 30.00 original engineering permit fee		\$	30.00
10.	REVISIONS A fee of \$72.20 per hour for a minimum of (1) hour will be applied for revisions. A fee of \$ 30.00 will be applied to each request for driveway permit.	Each hour Per Trade Each	\$	72.20 30.00
11.	RIGHT-OF-WAY IMPROVEMENT BOND FEES Right-of-way Project Bonding (fees required when bond document is submitted). Initial submittal and review of Agreement and Letter of Credit Processing and reduction of Bond amount Review of Agreement and Letter of Credit		\$	210.00 105.00 55.00

12. SPECIAL PROJECTS		Actual staff time	
A fee equal to actual staff time and related costs shall be assessed for special projects requiring research by the Department in order to answer questions proposed by developers, attorneys, realtors, or municipalities, etc., in connection with:			
a.	the use, restriction, re-subdivision, and development of properties, including right-of-ways and easements; and/or		
b.	the requirements and fees for permitting, planning, bonding, licensing, impact fees, concurrency, road engineering and/or construction, etc.; and/or		
c.	the determination of any existing violations on the property through a review of department's records.		
	Such special fees will only be levied for requests outside the scope of normal department work.	Minimum	\$ 55.00
	A fee equal to \$ 2.00 per page shall be assessed for pre-programmed computer reports on Department records	Per page	\$ 2.00

C. ENGINEERING

Fees for Engineering construction, under permit issued by the Development Services & Code Compliance Department, in canal, road and street right-of-way, and in right-of-way of canals, roads and streets located within the City, and for paving and drainage on private roads and parking lots in the City are as follows:

1. BRIDGES		1 st 1,000 s/f or less	\$ 1,200.00
		Each additional 100 s/f or fraction part	\$ 245.00
2. BUS SHELTERS		Each	\$ 120.00
3. CULVERT			
a.	To enclose drainage ditch or canal	Each 100 l/f or part of	\$ 180.00
b.	Street or driveway	Each 100 l/f or part of	\$ 120.00
4. CURBING		1 st 100 l/f or less	\$ 60.00
		Each 100 l/f or fraction part	\$ 20.00
5. DRIVEWAYS			
For construction of asphalt or concrete driveways			
a.	For driveway width of 20 feet or less consisting of 1 or 2 drives, including private property.		\$ 60.00
b.	For driveway width greater than 20 feet, but not greater 40 feet, consisting of 1 or more drive approaches, including private property.		\$ 125.00
c.	For driveway with greater than 40 feet	Each driveway	\$ 180.00
d.	For approaches only consisting of 1 or 2 drives		\$ 60.00
e.	For construction of stamped concrete driveways (Liability release must be signed by homeowner prior to permit being issued)	Each driveway 20 feet max.	\$ 100.00
f.	For construction of brick paver's driveways (Recorded Covenant of Construction must be filed prior to permit being issued.)	Each driveway 20 feet max.	\$ 100.00
6. EMBANKMENT AND/OR SUBGRADE MATERIAL IN DEDICATED OR ZONED RIGHT-OF-WAY		1 st 100 l/f or less	\$ 120.00
For the installation of embankment and/or subgrade material in dedicated or zoned right-of-way, excluding base rock and asphalt.			
		Each 100 l/f or fraction part	\$ 35.00
7. EXFILTRATION DRAINS			
Consisting of catch basins, exfiltration trench or slab cover ex-trench:			
		Each 100 l/f or fraction part	\$ 155.00
8. NEWSPAPER OR STORAGE RACKS			
Fees for placement of a newspaper or storage rack under permit issued by the Development Services & Code Compliance Department, in the public right-of-way in the City, but excluding right-of-way for roads which are maintained by the State of Florida or Miami-Dade County.			
a.	Annual Renewal	Each	\$ 20.00
b.	Placement (includes inspection by Engineering Inspector)	Each	\$ 40.00

	c. Re-Inspection	Each	\$	30.00
	d. Removal, Storage or Disposal	Each	\$	130.00
9.	PAVING & DRAINAGE			
	a. Review of plans for paving & drainage	1 st Review of plans	\$	1,050.00
	(One Time Only fee at initial of plan review of plans)			
			\$	35.00
	b. Private Property	Each 1,000 s/f	\$	30.00
10.	PERMANENT TYPE TRAFFIC BARRICADES, GUARDRAILS OR GUIDE POSTS	Each 100 l/f or part of	\$	90.00
11.	POLES			
	a. For installation of each pole and each down guy anchor for overhead utilities.	Each	\$	100.00
	b. Removal of pole and anchors	Each	\$	50.00
12.	RESURFACING, WATERPROOFING OR SEALCOATING IN PUBLIC RIGHT-OF-WAY	1,000 s/f or fraction part	\$	30.00
	(does not apply to private homeowners.)			
13.	SIDEWALKS, CURBS & GUTTERS			
	For construction or replacement of	1 st 100 l/f	\$	160.00
		Each additional 100 l/f or fraction part	\$	75.00
14.	SIGNS	Each sign	\$	20.00
	For erection of street name signs, traffic or directional signs, etc.			
15.	STREET PAVEMENT, PAVING OF PARKWAYS AND SHOULDERS			
	For construction of street pavement, including paving of parkways and shoulders.			
	a. One lane or two lane pavements (width of pavement being 0 to 24 ft.)	1 st 100 l/f	\$	400.00
		Each additional 100 l/f or fraction part	\$	100.00
	b. Three or more lanes pavement (width of pavement greater than 24 ft.)	1 st 100 l/f	\$	400.00
		Each additional 100 l/f or fraction part	\$	120.00
	NOTE: Fees for paving of parkways and shoulders will be priced the same as those charged for street paving.			
16.	TRAFFIC SIGNAL			
	a. Installation of new traffic signal (including signals, poles and all incidental wiring and interconnects.)	Each intersection	\$	1,800.00
	<i>(50% of this fee shall be paid at time of application for plan review. This up-front fee shall be applied to the all permit fee if the permit is issued within 1 year of plan approval.)</i>			
	b. Upgrade or modification of existing traffic signals (including signals, poles and all incidental wiring and interconnects.)	Each intersection	\$	1,200.00
	<i>(50% of this fee shall be paid at time of application for plan review. This up-front fee shall be applied to the all permit fee if the permit is issued within 1 year of plan approval.)</i>			
17.	UNDERGROUND UTILITIES	1 st 100 l/f or less	\$	175.00
	For the installation or repair of sanitary and storm sewer, water lines, gas lines, buried electric, telephone, CATV or other underground utilities:			
		Each additional 100 l/f	\$	55.00
	For sewerline	Each lineal ft.	\$	10.00
18.	WATER & SEWER CONNECTION		\$	105.00

Banner Fees

Revenue Description

Florida local governments are allowed to charge a fee for the privilege of placing banners on light poles within the public right-of-way. The fee also held defray the costs of dealing with licensed installers and with damaged and errant signs that fall to the street. The Transportation Fund charges a small fee for public or private entities to install banners on public street light poles.

Legal Basis for Revenue

Florida Statutes §206.41(1)(g) and §206.41(1)(b).
 City of Miami Gardens Charter Article 4, Section 4.9
 City of Miami Gardens Ordinance 2005-07-45
 City of Miami Gardens Ordinance 2007-16-122

Special Requirements

None.

Fund/Account Number

Transportation Fund
 100-00-00-329-100-00

Use of Revenue

Transportation Fund. Unrestricted.

Method/Frequency of Payment

Fees are collected from businesses and non-profit organizations desiring to place banners on light poles. Fees are subsequently remitted to the City.

Basis for Budget Estimate

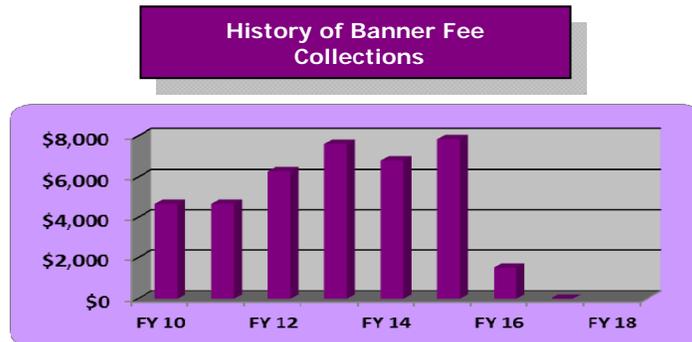
Estimate for budgeting purposes is made by the City based on historical collections and trend analysis.

Collection History		
<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$3,300	-19.71%
FY 11	\$4,675	41.67%
FY 12	\$4,675	0.00%
FY 13	\$6,290	34.55%
FY 14	\$7,610	20.99%
FY 15	\$6,785	-10.84%
FY 16	\$7,845	15.62%
FY 17*	\$1,500	-80.88%
FY 18**	\$0	-100%

* Estimated
 **Budgeted

Discussion

This is a minor revenue source to compensate the City for tracking signs in the City and for the use of the public right-of-way.



B BANNERS

1. ADMINISTRATION

- a. Other Requirements
 - 1. Applicant must provide an emergency contact
 - 2. Banner placed on FDOT Right-of-way must have approvals from FDOT and adhere to their regulations (Florida Statute 337.407 – Regulations of signs and lights within right-of way.
 - 3. The City assumes no liability by the issuance of this permit. The applicant is responsible to see to the safe erection, operation, and removal of the banner.
 - 4. Applicants shall be responsible for the observance of all necessary safety precautions in the construction, erection and removal of flags and/or banners.
- b. Regulations
 - 1. Banners may only be displayed for a period of up to thirty (30) days, unless the City Manager or his designee grants an extension in writing.
 - 2. If a banner(s) is not removed by the applicant within the aforementioned thirty (30) day time period, the City shall have the right to assess a fine of ten (\$ 10.00) dollars per day, per banner. The failure to remove banner(s) in the specified time may also subject the applicant to forfeiting the right to erect banners in the City in the future.

Per day per banner \$10.00

- 3. Banners shall be used solely for the purpose of promoting public events, seasonal decorations or holidays, and for no other purpose.
- 4. The event for which the banner is to be displayed shall be of a City or County-wide, public nature and shall have no commercial advertising except for the name and/or logo of the event or sponsor, which shall not exceed in area 20% of the banner face.

2. BANNER FEES

- a. Basic approval fee \$50.00
- b. Banner
 - 1. For profit event held within the City limits.
Each \$50.
 - 2. For profit event held outside the City limits.
Each \$75.
 - 3. Non-Profit event held within the City limits.
Each \$10.
 - 4. Non-Profit event held outside the City limits.
Each \$20.

Grants and Donations

Revenue Description

Periodically, the City is awarded grants from other governmental agencies or private organizations. These grants are usually specific to a particular activity. Revenue may be received in advance of the actual performance, but more usual is for the revenues to be received after completion of the activity for which the grant was awarded. Often, partial draw downs on the grants can be effectuated upon completion of various milestones of progress toward the completion of the activity.

Legal Basis for Revenue

Florida Statutes §166.231
 City of Miami Gardens Charter Article 4, Section 4.9
 City of Miami Gardens Ordinance 2007-16-122

Special Requirements: None.

Fund/Account #: TF 100-00-00-389-400-00

Use of Revenue

Transportation Fund. Restricted to the purpose for which it was received.

Method/Frequency of Payment

Occasional. No set frequency.

Basis for Budget Estimate

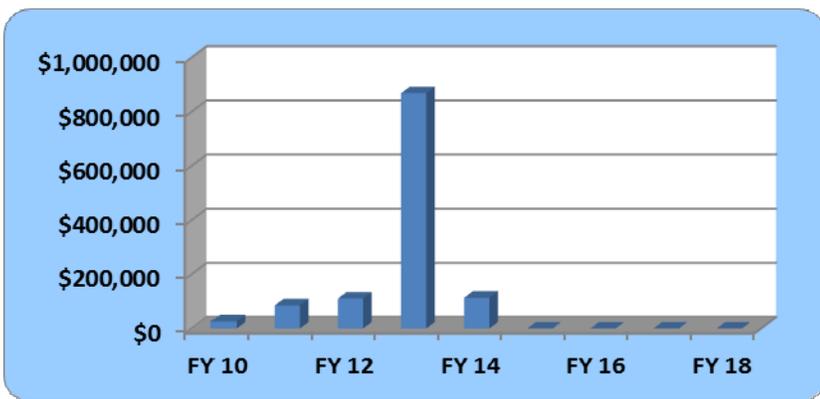
Estimate f is based on approved grant awards.

Collection History

<u>Fiscal Year</u>	<u>Amount</u>	<u>% increase/ (Decrease)</u>
FY 10	\$85,128	
FY 11	\$110,593	29.91%
FY 12	\$868,650	685.45%
FY 13	\$58,415	-93.28%
FY 14	\$113,425	-86.94%
FY 15	0	-100%
FY 16	0	0
FY 17*	0	0
FY 18**	0	0

* Estimated
 ** Budgeted

History of Grants and Donations Revenue to the Transportation Fund



Discussion

Generally, grants for the Transportation Fund are received by the CIP Fund. Only operating grants are accounted for here. These include equipment grants and program grants received by Keep Miami Gardens Beautiful. The spikes in FY-06/07 were a result of Hurricane Wilma Reimbursement grants. The spike in FY 13 is attributed to grants received from the State for the pedestrian bridge. A separate Grant Fund has been established in FY 2015, grants received for Keep Miami Gardens Beautiful are recorded in the Grant since FY 2015.

Interest Income

Revenue Description

Generally, the City deposits its revenues in a general operations account at its authorized depository. These funds earn interest in this account until expended. Routinely however, the City has more funds in this account than is actually necessary to meet operational needs at any particular time. In those cases, funds are transferred to the Florida State Board of Administration account which generally earns 30 to 50 basis points higher than a commercial bank deposit.

Since the City received the CITT settlement in FY 2012, it is projected that interests will be allocated for FY 2013.

Legal Basis for Revenue

Florida Statutes §166.231, 180.14, 80.20

City of Miami Gardens Charter Article 4, Section 4.9 and Article 8, Section 8.3 & Section 8.4

City of Miami Gardens Ordinance 2007-16-122

Special Requirements:

None.

Fund/Account Number:

Transportation Fund

100-00-00-361-100-00

Use of Revenue:

Transportation Fund, unrestricted.

Method/Frequency of Payment

Interest is credited to the Transportation Fund on a monthly basis in proportion to their participation in pooled cash.

Basis for Budget Estimate

Estimate for the budget is based on historical receipts and trend analysis and anticipated cash available for deposit.

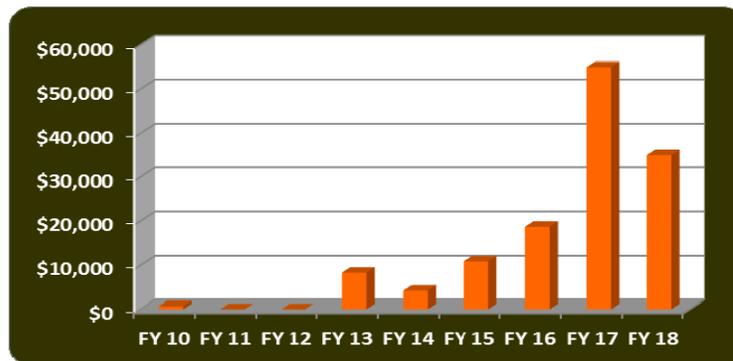
Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 12	\$0	
FY 13	\$8,320	100.00%
FY 14	\$4,213	100.00%
FY 15	\$10,905	100.00%
FY 16	\$18,677	71.27%
FY 17*	\$55,000	194.48%
FY 18**	\$35,000	-36.36%

* Estimated

** Budgeted

History of Interest Revenue to the Transportation Fund



FDOT Landscaping Agreement

Revenue Description

As part of the City's overall beautification program, the City requested of FDOT the task of maintaining state road medians within the City. This has allowed the City to upgrade the planting in these medians and swales. The agreement calls for the State to pay the City each year the same amount it would have paid a private contractor to maintain these medians.

The actual cost of upkeep of these medians is significantly higher as the City has added water and thousands of plants.

Legal Basis for Revenue

Florida Statutes §166.231, 180.14, 80.20

City of Miami Gardens Charter Article 4, Section 4.9 and Article 8, Section 8.3 & Section 8.4

City of Miami Gardens JPA Agreement with FDOT.

Special Requirements

None.

Fund/Account Number

Transportation Fund

100-00-00-334-390-00

Use of Revenue

Transportation Fund, unrestricted.

Method/Frequency of Payment

Interest is credited to the Transportation Fund on a monthly basis in proportion to their participation in pooled cash.

Basis for Budget Estimate

Estimate for the budget is based on historical receipts and trend analysis and anticipated cash available for deposit.

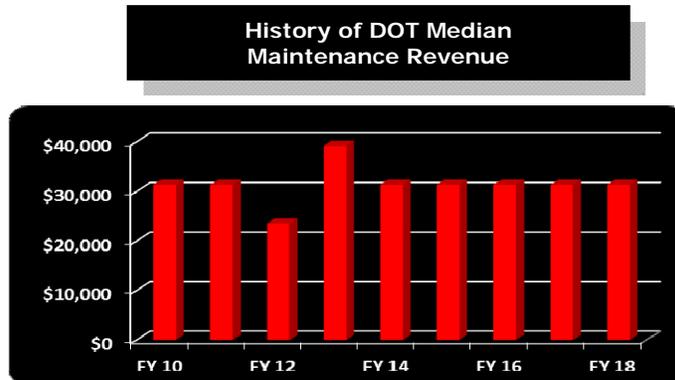
<i>Fiscal Year</i>	Collection History	
	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$31,357	
FY 11	\$31,356	0.00%
FY 12	\$23,518	-25.00%
FY 13	\$39,197	66.67%
FY 14	\$31,358	-20.00%
FY 15	\$31,356	-0.01%
FY 16	\$31,358	0.00%
FY 17*	\$31,358	0.00%
FY 18**	\$31,358	0.00%

* Estimated

** Budgeted

Discussion

This is the yearly payment from the Florida Department of Transportation to cover the cost of maintaining the medians on state roads within the City (SR-7, NW 183rd Street and NW 27th Avenue). The amount is far less than the actual cost. The rate will be adjusted by District #6 DOT after it awards its yearly median maintenance bid.



Other Non-Operating (Undesignated Fund Balance)

Revenue Description

It is the City's policy to budget the fund balance reserve each year. This provides additional flexibility should emergency funding is needed and provides the public with transparency with regards to our reserve balance.

Legal Basis for Revenue

Florida Statutes §166.231, 180.14, 80.20
 City of Miami Gardens Charter Article 4, Section 4.9 & Article 8, Sections 8.3 & 8.4
 City of Miami Gardens Ordinance 2007-16-122

Special Requirements: None.

Fund/Account Number: Transportation Fund
 100-00-00-389-900-00

Use of Revenue: Transportation Fund. Unrestricted.

Method/Frequency of Payment

N/a. Money appropriated with budget approval.

Basis for Budget Estimate

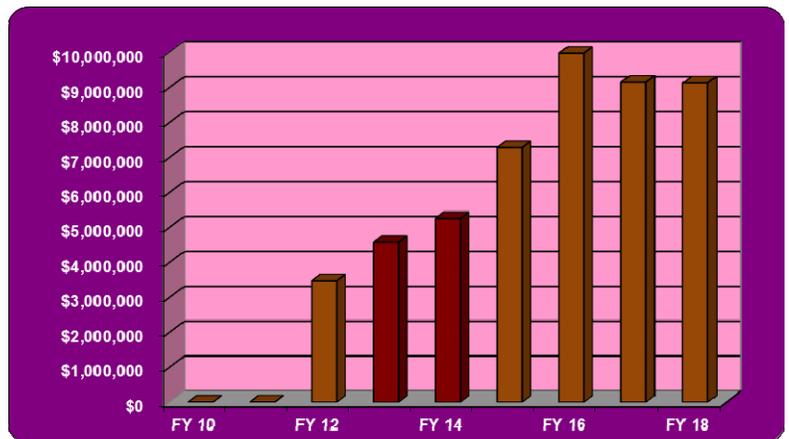
Budgeted amount is based on prior year's audit.

Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$2,625	-99.49%
FY 11	\$7,183	173.64%
FY 12	\$3,459,596	48063.66%
FY 13	4,565,353	31.96%
FY 14	\$5,259,665	15.21%
FY 15	\$7,295,559	38.71%
FY 16	\$9,984,147	36.85%
FY 17*	\$9,160,592	-8.25%
FY 18**	\$9,140,092	-0.22%

* Estimated ** Budgeted

History of Budgeted Fund Balance Reserve in the Transportation Fund



Discussion

In the first two years of the Transportation Fund, the fund balance reserve grew; however, largely as a result of Hurricane Wilma, the reserve declined significantly. It is estimated that the total of un-reimbursed expenses for the Hurricane were in excess of \$800,000. Additional decline is due to several special projects which have required additional funds to complete. The largest of these was the NW 27th Ave, Beautification Program done in conjunction with the Super Bowl in 2007. For the first time in FY-09, FY-10 and again in FY-11 the Fund needed a small subsidy from the General Fund to balance; though in the former two years, it was not used as funds remained at year-end. This was due largely to the decline in State Revenue Sharing receipts.

In FY 2012, the City settled with Miami-Dade County and received a lump sum settlement for CITT funding for the previous years and also begins to receive monthly CITT distribution, increasing the fund balance for the Transportation Fund. For FY 17 and FY 18, the City is expecting to utilize some of the CITT fund balance to complete the capital projects.

1/2 Cent Sales Tax Surcharge (CITT)

Revenue Description

In 2002, Miami-Dade County held a referendum to raise the general sales tax by ½ cent and to dedicate this additional revenue to funding transportation needs. As part of the process, the County entered into agreements with all then existing cities to share this revenue if it passed. The County would keep 80% and the cities would share 20%. Even though the original resolution establishing this arrangement stated that if new cities came along, they would negotiate with the County for their proportionate share. Three cities have incorporated since that date and the County has refused to negotiate in good faith with any of them (Miami Gardens, Doral and Cutler Bay).

Revenue received under this tax must be used by the cities for transportation purposes only. At least 20% must be used for transit-related purposes and the balance can be used for other transportation needs.

In FY-11, the City sued the County for these fund in FY 2012, the County settled with a payment of approximately \$11.0 million.

Legal Basis for Revenue

State Statute
Miami Dade Ordinance

Special Requirements

20% must be used for Transit-related expenditures and 80% must be used for other transportation-related expenses.

Fund/Account Number

Transportation Fund: 100-00-00-312-600-00

Use of Revenue: Transportation Fund.

Method/Frequency of Payment

Monthly from Miami-Dade County

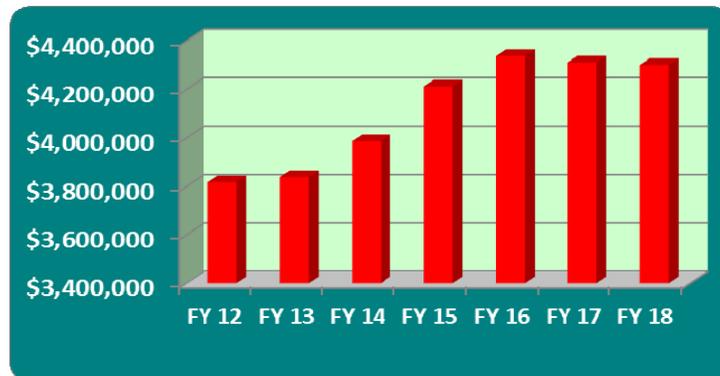
Basis for Budget Estimate: County estimate.

Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 13	\$3,837,951	
FY 14	\$3,985,238	3.84%
FY 15	\$4,211,283	5.67%
FY 16	\$4,336,722	2.98%
FY 17*	\$4,310,000	-0.62%
FY 18**	\$4,300,000	-0.23%

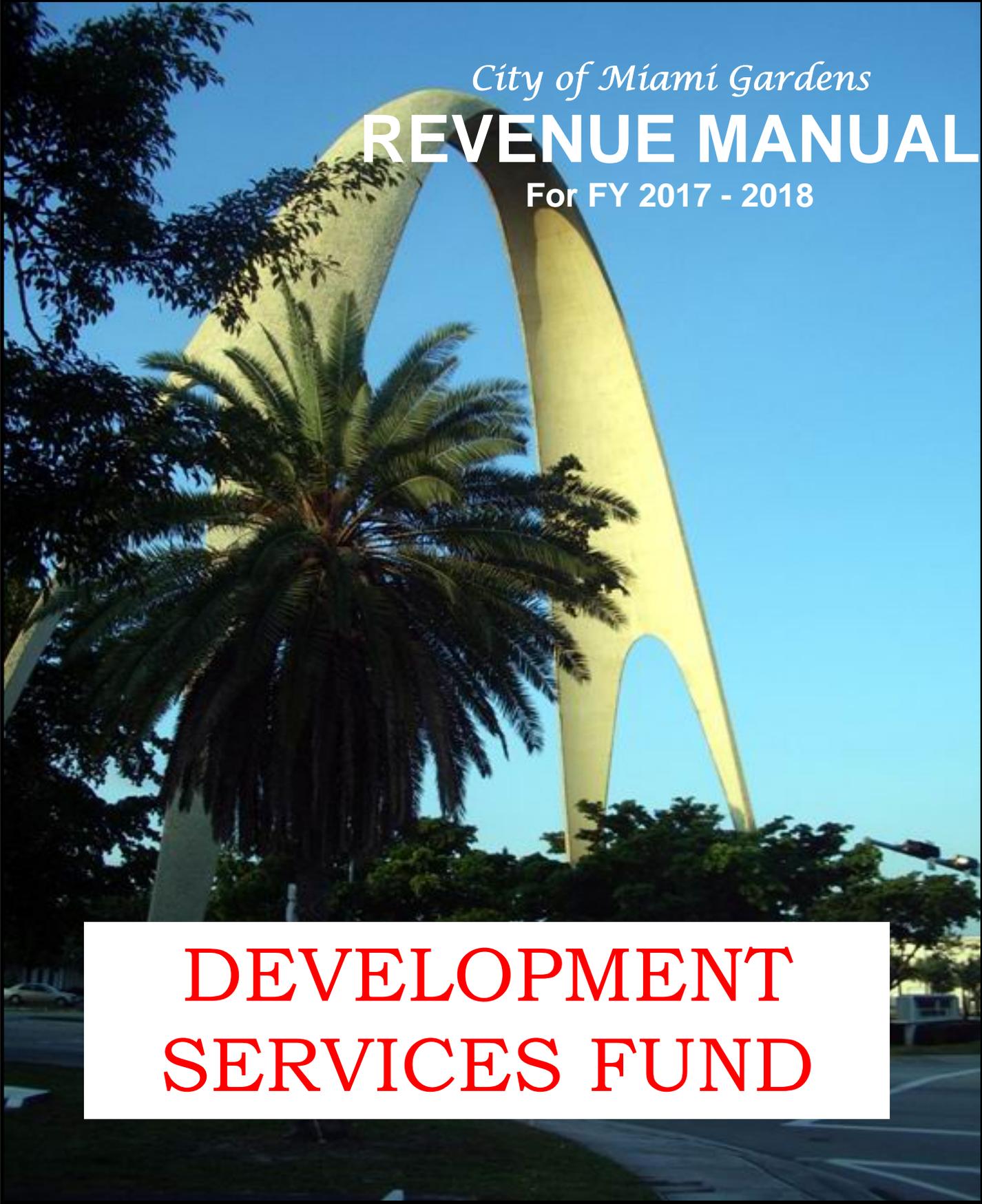
*Estimated.

** Budgeted



Discussion

The revenue source is lagging by four months, so it is difficult for staff to perform accurate projection. To be conservative staff is projecting based on the current trend resulting in lower amount for FY 2017 and FY 2018.



City of Miami Gardens
REVENUE MANUAL
For FY 2017 - 2018

**DEVELOPMENT
SERVICES FUND**

Community Development District Fees

Revenue Description

Periodically, a developer request that the City establish a Community Development District pursuant to Florida Statutes §190.05(1). The City charges a fee to review the application. Once operational, the City charges a yearly monitoring fee.

Legal Basis for Revenue

Florida Statutes §166.231, §190.05(b)(1) and (2)

City of Miami Gardens Charter Article 4, Sections 4.11 and 4.9 & Article 8, Sections 8.3 & 8.4

City of Miami Garden Ordinance 2004-16-32

City of Miami Garden Ordinance 2006-03-349

Special Requirements

None.

Fund/Account Number

Development Services Fund

105-00-00-329-400-00

Use of Revenue

Development Services Fund, unrestricted.

Method/Frequency of Payment

Occasional. No set frequency.

Basis for Budget Estimate

Estimate, if any, is based on prior knowledge of a developer request.

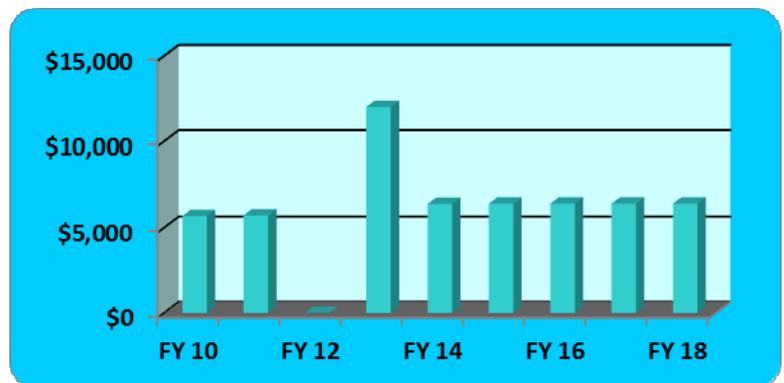
Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$5,680	
FY 11	\$5,730	0.88%
FY 12	\$0	-100.00%
FY 13	\$12,010	100.00%
FY 14	\$6,390	-46.79%
FY 15	\$6,410	0.31%
FY 16	\$6,410	0.00%
FY 17*	\$6,410	0.00%
FY 18**	\$6,410	0.00%

* Estimated

** Budgeted

History of Community Development District Application Fee



Discussion

Occasionally, a developer will request the establishment of a special purpose government pursuant to Florida Statutes §190.05(1). The City's planning department reviews the applications and makes a recommendation to the City Council. The City Council, in turn, makes a recommendation to the Board of County Commissioners. Final approval lies with the BCC. Currently the City has three CDD's. Fees for FY-12 were not collected until FY-13.

While Community Developments are a special purpose government, most of its activity impacts the City. Often these districts are responsible for road, utility and drainage maintenance. These system feed into the City's systems. Also, when the District has completed paying for these infrastructure improvements, they generally become the property of the City. The City must monitor the District's maintenance activity to ensure that when these assets become the City's, they will be transferred in good condition. Additionally, the city receives numerous calls form the residents in these districts complaining about the infrastructure. These calls must be checked and routed to the District for correction where appropriate.

Fee Schedule

District Application Fee (all sizes)

\$15,000

Districts Monitoring Fee (all sizes)

\$1,000 or \$100 per unit per year, whichever is greater

Building Fees

Revenue Description

The City's Building Department assesses various fees for its services. These fees are designed to recover the cost of processing and inspecting various land development and construction related activities.

Legal Basis for Revenue

Florida Statutes §166.231
 Miami Dade County Code Sec. 8CC-10.
 City of Miami Gardens Charter Article 4, Section 4.9 & Article 8, Sections 8.3

Special Requirements

None.

Fund/Account Number

Development Services Fund
 105-00-00-322-002-00

Use of Revenue

Development Services Fund, unrestricted.

Method/Frequency of Payment

Revenue is collected upon application for a permit or other requested activity.

Basis for Budget Estimate

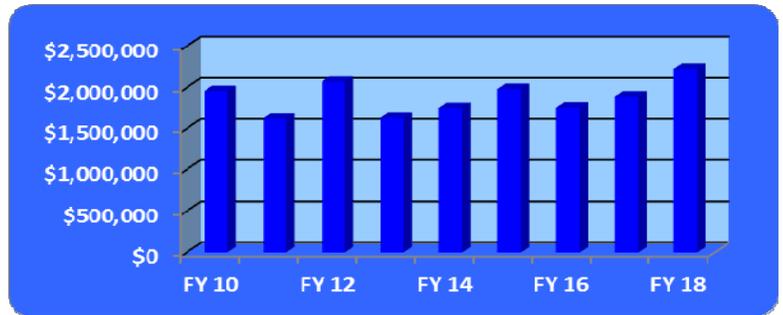
Estimate for budgeting purposes is made by the City staff based on historical collections and trend analysis.

Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$1,956,892	
FY 11	\$1,615,243	-17.46%
FY 12	\$2,069,911	28.15%
FY 13	\$1,624,781	-21.50%
FY 14	\$1,741,949	7.21%
FY 15	\$1,981,300	13.74%
FY 16	\$1,747,091	-11.82%
FY 17*	\$1,891,006	8.24%
FY 18**	\$2,220,338	17.42%

* Estimated
 ** Budgeted

History of Building Permit Revenue to the Development Services Fund



Discussion

Prior to FY-05, all building permit activity was handled by Miami-Dade County. In FY-05, the City established its own department; however, the City retained the County fee schedule. FY-06 saw significant development activity which is reflected in the revenues; however, with the development bust in FY-07, revenues declined significantly and have remained low. This has resulted in the General Fund having to subsidize the Fund by over \$1 million in FY-08; \$1.8 million in FY-09; and \$1.2 million in FY-10. FY-11 is \$600k short. FY-12 increases are attributed to the issuance of permits of the City Hall Project.

FEES

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II. BUILDING SERVICES DIVISION

A. ADMINISTRATION

GENERAL INFORMATION ON SPECIAL FEES, REFUNDS, EXTENSIONS AND CANCELLATIONS.

1. ACTUAL COST FOR PROJECTS REQUIRING SERVICES NOT CONTEMPLATED IN CURRENT FEE STRUCTURE

- a. The Building Official, or designee, has the authority to invoice for reimbursement of actual costs on project(s) requiring services not contemplated in the current fee structure.
- b. The invoice will consist of actual labor cost, including any and all fringe benefit costs the Division is legally obligated to pay. Additionally, the invoice will include any other indirect cost associated with the actual labor cost, as determined by the City of Miami Gardens Building Services Division's Finance Section on a yearly basis.
- c. All of this (these) project(s) will have mutually agreed on contact(s), which will be maintained in the Finance Section. The Building Official will also have the ability to request a deposit amount that is mutually acceptable to the Division and Company or individual that is legally responsible for the project(s). The deposit amount shall be used to offset the final executed agreement with the Division. The life span of the project(s) shall be included in the agreement.

2. ANNUAL FACILITY PERMIT

In accordance with provisions of the Florida Building Code and the Miami-Dade County Code Chapter 10, Each firm or organization in the City of Miami Gardens which Performs its own maintenance work with certified maintenance Personnel in Factory-Industrial (Group F) Facilities, as well as helpers there under, may pay to City of Miami Gardens an annual Master and Subsidiary Facility Permit (Premise Permit) - fee in lieu of other fees for maintenance work. Such fee shall be paid to the Building Department and such permit shall be renewed annually at a fee which is calculated in accordance with the provisions of this sub-section.

Prior to Each Facility Permit's expiration; the holder will be sent a renewal notice to continue the Premise Permit for the next renewal Period. The fee will be the same as the original Facility Permit Fee. No allowance shall be made for late renewal fees or part year renewal fees.

a. Master Facility Permit	Each Employee	\$	63.00
	Minimum	\$	1192.80
b. Subsidiary Facility	Each Employee	\$	63.00
	Minimum	\$	333.90

3. BUILDING PERMIT CANCELLATION

Each \$ 75.40

4. BUILDING PERMIT CHANGE OF CONTRACTOR, ARCHITECT AND/OR ENGINEER

Each \$ 113.75

5. BUILDING PERMIT EXTENSIONS

Each \$ 72.25

6. CITY SURCHARGE

A technology fee of 15% of the total Building Permit fee shall be assessed to each permit to enhance the City's ability to provide state-of-the-art technology to its Building Services Division customers.

Permit Fee 15%

7. DEPARTMENTAL RECORDS

a. Certified copies

Each page \$ 1.10

b. Notary Public service

Each document \$ 5.00

c. Plan Digitizing

i. External

Administrative Fee

15%

Scanning Services

CD Burning

Each \$ 4.22

Delivery to City of Miami Gardens

Each trip \$ 4.95

Electronic Transmission (scans)

Each \$ 3.50

File Indexing (Renaming files)

Each \$ 0.15

Folding of Documents

Each \$ 0.10

Pickup at City of Miami Gardens

Each trip \$ 4.95

8 1/2" x 11"

Each sheet \$ 0.02

8 1/2" x 14"

Each sheet \$ 0.02

11" x 17"

Each sheet \$ 0.05

12" x 18"

Each sheet \$ 0.08

18" x 24"

Each sheet \$ 0.21

24" x 36"

Each sheet \$ 0.25

30" x 42"

Each sheet \$ 0.35

36" x 48"

Each sheet \$ 0.45

Screw Post Bind

Each \$ 1.22

Staple Assembly

Each \$ 0.10

Miami Dade County UAP Surcharge

2%

ii. Internal

Administrative Fee

15%

Scanning Services

8 1/2" x 11"

Each sheet \$ 0.02

8 1/2" x 14"

Each sheet \$ 0.02

11" x 17"

Each sheet \$ 0.05

12" x 18"

Each sheet \$ 0.08

18" x 24"

Each sheet \$ 0.21

24" x 36"

Each sheet \$ 0.25

30" x 42"

Each sheet \$ 0.35

36" x 48"

Each sheet \$ 0.45

d. Reproduced records

i. External

Administrative Fee

15%

8 ½" x 11"	Each sheet	\$	0.03
8 ½" x 14"	Each sheet	\$	0.05
11" x 17"	Each sheet	\$	0.09
18" x 24"	Each sheet	\$	0.21
24" x 36"	Each sheet	\$	0.42
30" x 42"	Each sheet	\$	0.54
36" x 48"	Each sheet	\$	0.84
Miami Dade County UAP Surcharge			2%
ii. Internal			
Administrative Fee			15%
8 ½" x 11"	Each sheet	\$	0.25
8 ½" x 14"	Each sheet	\$	0.25
11" x 17"	Each sheet	\$	5.50
18" x 24"	Each sheet	\$	5.50
24" x 36"	Each sheet	\$	5.50
30" x 42"	Each sheet	\$	5.50
36" x 48"	Each sheet	\$	5.50

8. DOUBLE FEE

When work for which a permit is required is commenced prior to obtaining a permit, the payment of the required fee shall not relieve the applicant of other penalties established by law. The double fee requirements shall be applicable to all divisions of the Building Services Division.	Double (2x) the permit fee + penalty	\$	126.00
For second offense of doing work without a permit.		\$	252.50
For each offense thereafter.		\$	631.50

9. EARLY START

FBC 105.12 Work starting before permit issuance. Upon approval of the building official, the scope of work delineated in the building permit application and plan may be started prior to the final approval and issuance of the permit, provided any work completed is entirely at risk of the permit applicant and the work does not proceed past the first required inspection.	Each master permit	\$	500.00
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10. EXEMPTIONS

F.S. 295.16 Disabled veterans exempt from certain license or permit fee.—A totally and permanently disabled veteran who is a resident of Florida and honorably discharged from the Armed Forces, who has been issued a valid identification card by the Department of Veterans' Affairs in accordance with s. 295.17 or has been determined by the United States Department of Veterans Affairs or its predecessor to have a service-connected 100-percent disability rating for compensation, or who has been determined to have a service-connected disability rating of 100 percent and is in receipt of disability retirement pay from any branch of the uniformed armed services is not required to pay any license or permit fee, by whatever name known, to any county or municipality in order to make improvements upon a dwelling owned by the veteran which is used as the veteran's residence, if such improvements are limited to ramps, widening of doors, and similar improvements for the purpose of making the dwelling habitable or safe for the veteran. History.—s. 1, ch. 78-69; s. 4, ch. 83-71; s. 25, ch. 88-290; s. 9, ch. 93-268; s. 11, ch. 2006-69; s. 1, ch. 2006-250; s. 1, ch. 2009-109.

11. FEES BASED ON ESTIMATED COST – DOCUMENTATION REQUIREMENTS

The Building Department may require the permit applicant to submit appropriate documentation as proof of estimated cost of construction used to compute permit fees.

12. INSPECTIONS AND PLAN REVIEWS

a. **ADDITIONAL INSPECTION FEE** \$ 78.55

The building permit fee entitles the permit holder to an initial and follow-up inspection for each type of mandatory inspection. All work shall be inspected and deficiencies shall be noted by the building inspector. When the work to be inspected is only partially complete, the inspection shall be Performed on those portions of the work completed, provided that compliance with the applicable Building Code(s) may be determined with respect to those portions. A permit holder shall pay a fee of \$78.55 for each additional inspection required to assure compliance with the applicable Building Code(s) beyond the initial and one follow-up inspection.

All additional inspection fees shall be paid by any method acceptable to the City of Miami Gardens.

b. **CONSULTATIONS AFTER REGULAR HOURS OF OPERATION.**

Charges for customer to meet with the technical team. Outside	1 st hour	\$	199.50
the scheduled hours for consultation, will be at a rate of \$ 199.50	Each additional	\$	
1st hour and \$ 68.10 for each additional and part thereof.			68.10

c. **ENFORCEMENT FLORIDA STATUTE 553.80 ENFORCEMENT (APPLICABLE TO ALL TRADES)**

1. Plans Rework fee (See explanation below).	Each review	\$	112.10
	Each trade		

“Section 2(b) – With respect to evaluation of design professionals’ documents, if a local government finds it necessary, in order to enforce compliance with the Florida Building Code and issue a permit, to reject design documents required by the code three or more times for failure to correct a code violation specifically and continuously noted in each rejection, including but not limited to, egress fire protection, structural stability, energy accessibility, lighting, ventilation, electrical, mechanical, plumbing and gas systems, or other requirements identified by rule of the Florida Building Commission adopted pursuant to Chapter 120, the local government shall impose, each time after the third such review the plans are rejected for that code violation, a fee of four times the amount of the proportion of the permit fee attributed to plans review.”

2. Re-Inspection Fee (See explanation below)	Each insp.	\$	75.50
	Each trade		

“Section 2(c) – With respect to inspections, if a local government finds it necessary, in order to enforce compliance with the Florida Building Code, to conduct any inspection after an initial inspection and one subsequent re-inspection of any project or activity for the same code violation specifically and continuously noted in each rejection, including but not limited to egress, fire protection, structural stability, energy, accessibility, lighting, ventilation, electrical, mechanical, plumbing and gas systems, or other requirements identified by rule of the Florida Building Commission adopted pursuant to Chapter 120, the local government shall impose a fee of four times the amount of the fee imposed for the initial inspection or first re-inspection, whichever is greater for each such subsequent re-inspection.”

d. EXPEDITE PLAN REVIEW SERVICES

Permit applicants who request an alternate plan review service for an expedited review, to be completed after normal working hours, will be assessed a fee. This fee shall be as follow:

1. Residential	Each trade 1 st 4 hours	\$	239.00
	Each additional hour	\$	59.75
2. Commercial	Each trade 1 st 4 hours	\$	515.20
	Each additional hour	\$	128.80

- e. OVERTIME INSPECTIONS AND PLAN REVIEW
- Charges for construction inspections or plan review, which are requested in advance and require overtime, will be at a rate of \$ 91.12.35 Each hour, or fraction thereof, and \$ 139.65 Each hour, or fraction thereof, on a holiday. Fees are over and above the permit fees with a minimum of three (3) hours.

Each hour	\$	91.15
Each hour	\$	146.60
Holiday		

13. INTEREST CHARGES ON UNPAID AMOUNTS DUE TO THE CITY OF MIAMI GARDENS BUILDING SERVICES DIVISION

- a. The City of Miami Gardens Building Services Division is authorized to impose an interest charge on any and all unpaid amounts which are due to the Division. This includes, without limitation, items such as past due boiler fees, 40 year recertification fees, Civil Violation fines and demolition costs. The City of Miami Gardens Building Services Division shall also have the authority to charge interest as part of any settlement agreement of installment payment plan to recover fees, fines or costs as well as outstanding liens.
- b. The interest charged shall be assessed as provided for in applicable County Code provisions or administrative orders. In all other cases, interest shall be charged from the date the amount was due and payable to the Division computed at the rate of ten Percent (10%) Each annum. The Building Official or designee shall have the right to waive all or any portion of the interest charged in order to ensure public safety concerns are met.

14. LOST PERMIT CARD FEE

A replacement fee shall be charged for the loss of a permit Inspection Record Card after a permit has been issued. \$ 32.50

15. LOST PLANS RECERTIFICATION FEE

When plans for new buildings and additions are lost by the owner or contractor, a recertification fee will be required to review, stamp and approve a new set of plans as a field copy.		\$	28.25
Certification charge	Each page	\$	1.05
16. MIAMI DADE COUNTY PERMIT CLOSURES			
Renew and close each expired permit previously issued by Miami-Dade County.	Each expired permit	\$	164.50
A fee of <u>one hundred sixty-four dollars and forty-four cents</u> shall be charged to renew and close each expired permit previously issued by Miami-Dade County. the applicant must submits to the City of Miami Gardens Building Official an affidavit from a registered architect or Engineer that satisfies the requirements of the Florida Building Code to renew and close the expired permit, and that the affidavit includes evidence that the construction was completed prior to March 1, 2002			
17. RECERTIFICATION (40 YEAR-10 YEAR) PROGRAM			
a. There shall be a fee of <u>three hundred twenty-nine dollars and ninety-two cents</u> per building, for every Forty (40) Year Building re-certification program application as required under the Miami-Dade County Code Chapter 8.	Each	\$	330.00
b. Each preceding Ten (10) Year re-certification application as required under the Miami-Dade County Code Chapter 8.		\$	330.00
c. There shall be a fee of <u>fifty-four dollars and ninety-nine cents</u> extension fee for every application for subsequent Ten (10) Year re-certification program applications.		\$	55.00
18. REVISIONS AND SHOP DRAWINGS			
A fee of \$78.75 Each trade Each hour for a minimum of (1) hour will be applied for revisions and shop drawings.	Each hour Each trade	\$	78.75
19. REFUNDS, TIME LIMITATIONS & CANCELLATIONS			
The fees charged pursuant to this schedule, may be refunded by the municipality subject to the following :			
a. No refunds shall be made on request involving; permit fees of one hundred dollars (\$100.00) or less; or PERMITS revoked by the Building Official under authority granted by Florida Building Code, of PERMITS cancelled by court order, or Conditional PERMITS; or permit which have expired; or permit under which work has commenced as evidence by any recorded inspection having been made by the Building Department; or when there is a change of contractor.			

- b. A full refund shall be granted to a permit holder who takes out a permit covering work outside the jurisdictional inspection area. A full refund less than one hundred dollars (\$100.00) or fifty Percent (50%) of the permit fee, whichever amount is greater, rounded down to the nearest dollar shall be granted to a permit holder who request a refund, provided: that the permit holder makes a written request prior to permit expiration date; and that the applicant's validated copy of the permit be submitted with such a request; and that no work as evidenced by any recorded inspection has commenced under such permit.
- c. If work has commenced, and where a permit has become null and void pursuant to the applicable Building Code(s), a credit of fifty Percent (50%) of the original permit fee shall be applied to any re-application fee for a permit covering the same project and involving the same plans, provided the work in place and required completion of the structure meets all applicable regulations in effect at the time. The initial permit becomes null and void and regulations which may have become effective between the date of expiration and the date of issuance of the new permit.
- d. Where a permit has become null and void pursuant to Florida Building Code, a credit of fifty Percent (50%) of the permit fee shall be applied to any re-application fee for a permit covering the same project and involving the same plans, provided the complete re-application is within six (6) months of the expiration date of the original permit, and provided that no refund had been made as provided in this Section.
- e. A fee shall be charged to renew and close expired PERMITS previously issued by the County, provided the applicant submits to the municipality's Building Official an affidavit from a registered architect or Engineer that satisfies the requirements of the Florida Building Code to renew and close the expired permit, and that the affidavit includes evidence that the construction was completed prior to March 1, 2002. \$ 164.50
- f. Where no permit was obtained, in accordance with the applicable Building Code(s), the minimum permit fee for the trade shall apply to any new permit application.

20. SOIL IMPROVEMENT AND LAND CLEARING

a. Commercial	Each lot	\$	1,154.75
	Each sheet	\$	5.75
b. Residential	Each lot	\$	173.25
	Each sheet	\$	5.75

B. BUILDING PERMIT FEES

- 1. "UP-FRONT" PROCESSING FEE (non-refundable)
 - When the building permit application is received, the applicant shall pay an "Up-Front" processing fee equal to thirty percent (30%) of the permit fee 30% Upfront Fee
- 2. MINIMUM FEE FOR BUILDING PERMITS
 - a. Commercial \$ 220.00

b. Residential		\$	78.55
3. ALTERATION AND/OR REPAIR			
a. Commercial			
1. Each \$1.00 of construction value if square footage is provided, the construction value will be based on a cost of \$1.25/SF or the value provided by the permit application, whichever is higher. If no square footage is provided, the construction value will be based on the value provided by the permit applicant.	Each \$ 1.00 Job Value	\$	0.03
2. MINIMUM FEE		\$	220.00
b. Residential			
1. Single Family Residence and Duplex	Each \$ 1.00 Job Value	\$	0.06
2. MINIMUM FEE		\$	78.55
3. MAXIMUM FEE		\$	1650.00
4. Shade Houses	Each 100 s/f	\$	0.40
4. AWNINGS, CANOPIES AND SCREEN ENCLOSURES			
a. Awnings & Canopies	Each	\$	230.40
b. Free Standing Canopies	Each	\$	230.40
c. Screen Enclosures	Each	\$	230.40
5. CHICKEE HUTS			
Constructed by other than Miccosukee Tribe of Indians or Seminole Tribe of Florida (Fee plus Electrical, Plumbing when applicable)	Each	\$	230.40
6. DEMOLITION OF BUILDINGS			
	Each \$ 1.00 Job Value	\$.03
7. FENCES AND/OR WALLS			
a. CBS Brick Wall, Metal Panels, PVC Fence or Wood Fence	Each l/f	\$	1.00
b. Commercial Chain Link Fence	Each l/f	\$	1.00
c. Masonry and/or Ornamental Iron	Each l/f	\$	1.35
d. MINIMUM		\$	121.50
8. FLAGPOLE			No Charge
9. GUTTERS		\$	78.55
10. NEW CONSTRUCTION AND /OR ADDITIONS			
New and/or additional for commercial and/or residential includes permit fee for all trades (General Electric, Mechanical, Plumbing, "all other require permit w/fee")			

a. Commercial			
1.	Each s/f	\$	1.70
2. Foundation ONLY	Each \$1.00 job	\$	0.03
MUST BE SUBMITTED	value		
SIMUTANEOUSLY WITH MASTER NEW			
CONSTRUCTION PERMIT.			
Any foundation permit issued in accordance			
with FBC 105.13 will be valid for six (6)			
months from the date of issuance.			
NO EXCEPTIONS WILL BE GRANTED ON			
THE FOUNDATION PERMIT.			
3. MINIMUM FEE		\$	220.00
b. Residential			
1. 0 – 300 s/f		\$	537.30
2. 301 – 650 s/f		\$	673.50
3. 651 – or above	Each s/f	\$	1.10
11. PARKING LOTS			
a. New or repair	Each lot	\$	201.10
b. Re-striping existing lot (Separate for Electrical & Plumbing, if applicable).	Each lot	\$	132.00
12. ROOFING AND RE-ROOFING			
a. Lightweight Insulating Concrete	Flat fee	\$	126.75
b. Roofing Flat/Shingle	Each s/f	\$	0.14
c. Roofing Tile/Metal Roof	Each s/f	\$	0.17
d. MINIMUM FEE			138.25
13. SHORT TERM EVENT – PROFESSIONAL CERTIFICATION			
Affidavit and verification forms required. (30 days or less)	Each	\$	262.50
14. SIGN PERMIT FEE			
a.	Each installation	\$	230.40
b. If applicable, electrical sign electrical sign fee permit.	Each	\$	230.40
15. SLABS AND DRIVEWAYS			
a. Asphalt Driveway		\$	78.95
b. Cast Concrete Driveway		\$	78.95
c. Pavers Driveway		\$	78.95
d. Slabs Only		\$	78.95
e. Approach Only		\$	78.95
f. Sidewalk Only		\$	78.95
g. Approach and Sidewalk		\$	146.30
16. SWIMMING POOLS, SPAS AND HOT TUBS			
Installation of swimming pools/spas – <i>includes permit fees for all trades</i>			
a. Pool, spa and deck		\$	750.00
b. Spa/Hot tub only		\$	750.00

17. TEMPORARY PLATFORMS AND TEMPORARY BLEACHERS TO BE USED FOR PUBLIC ASSEMBLY			
a.	Bleacher	Each	\$ 89.00
b.	Platform	Each	\$ 89.00
18. TEMPORARY TRAILER (FOR CONSTRUCTION)			
	Tie Down Inspection Fee (This does not include installation of meter mounts and service equipment. Separate mechanical, plumbing and related electrical PERMITS are required).		\$ 288.00
19. TENTS			
	Electrical & Plumbing PERMITS are pulled separately.	Each	\$ 220.00
20. WINDOWS OR DOORS, ORNAMENTAL IRON BARS/SAFETY BARS, SHUTTERS			
a.	Installation and/or Alteration (except New Construction)	1 st install	\$ 50.50
b.		Each additional	\$ 5.75

C. CERTIFICATES OF OCCUPANCY

1. APARTMENTS, HOTELS, MULTIPLE FAMILY USES			
a.	2 to 50 units		\$ 115.25
b.	51 to 100 units		\$ 175.95
c.	101 and up units		\$ 230.45
2. BUILDING SHELL COMMERCIAL (New Construction)			
	Building and Unit Shell		\$ 125.70
3. COMMERCIAL/INDUSTRIAL			
		Each s/f	\$ 0.07
a.	MINIMUM FEE		\$ 192.00
b.	MAXIMUM FEE		\$ 2,200.00
4. EXTENSION			
	A fee shall be paid by the certificate holder who submits a written request for a TCO extension as authorized under the Florida Building Code.		\$ 72.25
5. SINGLE FAMILY RESIDENCE, TOWNHOUSES, DUPLEX (C.O.).			
		Each unit	\$ 69.15
6. TCO			
	Temporary Certificate of Occupancy		100% final CO Fee
7. TCO EXTENSION			
	50% of the final CO fees for a 90 days extension Each Period		50% final CO Fees
8. VIOLATION			
	Occupancy w/o CO (in violation)		\$ 550.00

D. ELECTRICAL PERMIT FEES

1. "UP-FRONT" PROCESSING FEE (non-refundable)

When the building permit application is received, the applicant shall pay an "Up-Front" processing fee equal to thirty percent (30%) of the permit fee.

30% Upfront Fee
2. MINIMUM FEE FOR BUILDING PERMITS
 - a. Residential \$ 78.55
 - b. Commercial \$ 220.00
3. COMMERCIAL
 - a. Alteration/Repair/Addition Each \$ 1.00 of Job Value \$ 0.03

If square footage is provided the job value will be based on a cost of \$1.19 Each s/f compared to the job value provided by the permit applicant, whichever is higher will be applied.

If no square footage is provided, the job value will be based on the value provided by the permit applicant.
 - b. MINIMUM \$ 220.00
 - c. New Construction No Charge

The master permit for new construction and addition for commercial includes the permit fee for all of the trades (general electrical, general mechanical and general plumbing). All other trades require a permit with fees.
4. FEEDERS
 - a. Include feeders to panels, M. C. C. switchboards, elevators, etc. Each feeder \$ 24.10
 - b. Generators, Automatic Transfer Switches Each KW \$ 12.05
5. RESIDENTIAL
 - a. Alteration/Repair/Addition Each \$ 1.00 of Job Value \$ 0.06

Single Family Residence and Duplex (a copy of executed construction contract required).
 - b. MINIMUM \$ 78.55
 - c. MAXIMUM \$ 1,650.00
 - d. New Construction No Charge

The master permit for new construction and addition for commercial includes the permit fee for all of the trades (general electrical, general mechanical and general plumbing). All other trades require a permit with fees.
6. SERVICES
 - a. Agricultural Services \$ 90.10

b. Conduits	Each 1/f	\$	2.75
Duct bank			
c. Construction Field Office Services	Each service	\$	150.80
d. Free Standing Services	Each service	\$	90.10
e. Ground wire for Screen Bonding	Each install	\$	90.10
f. Mobile Home and RV Service	Each service	\$	90.10
g. Permanent Service to Building	Each 100 amp	\$	9.45
This fee shall be charged for total amperage.	or fractional part		
h. Reconnect Meter	Each service	\$	78.55
i. Service or Panel Repair	Each service	\$	78.55
j. Temporary Service for Construction	Each service	\$	78.55

7. SYSTEMS

a. Burglar Alarm System			
1. Complete - Commercial	Each system	\$	158.90
2. New – Residential	Each label	\$	58.00
Effective January 1, 2015 as Each 2014 Florida Statute 553.793(4)			
3. Repair - Commercial	Each system	\$	78.55
b. Closed Circuit TV System	Each system	\$	135.10
c. Energy Management System			
1.	Each floor	\$	158.15
2. Repair	Each floor	\$	90.10
d. Fire Detection System			
1. Include fire alarm system, halon, etc.. Does not include single 110 volt residential detectors.		\$	187.50
2. MINIMUM			
i. Commercial		\$	220.00
ii. Residential		\$	78.55
3. Repair and additions to existing systems/floor	Each system	\$	90.10
	Each floor		
e. Intercom System	Each system	\$	135.10
f. Phone & Data System	Each system	\$	135.10
g. Security System (card reader)	Each system	\$	135.10
h. Smart House System	Each system	\$	135.10
i. Solar Photovoltaic System	Each system	\$	135.10
j. Vacuum System	Each system	\$	78.55

8. TEMPORARY SERVICE TEST

a. Equipment and service (30 day limit)	Each service	\$	30.40
b. Elevator (180 day limit)	Each elevator	\$	149.77
c. Free Standing Service	Each service	\$	135.10
New meter and service (requires processing) Includes: lift stations, sprinkler systems, street lighting, parking lots, etc. that require new services with separate meters.			

9. TEMPORARY WORK ON CIRCUSES, CARNIVALS, FAIRS, CHRISTMAS TREE LOTS, FIREWORKS, TENTS, ETC.

Each ride	\$	75.50
Each structure		

E. IMPACT FEES

1. GENERAL GOVERNMENT

a. Multi-Family	Each unit	\$	127.78
b. Single Family - Attached	Each unit	\$	219.80
c. Single Family – Detached	Each unit	\$	185.55

2. PARKS – IMPROVEMENTS

a. Multi-Family	Each unit	\$	839.00
b. Single Family - Attached	Each unit	\$	1,207.00
c. Single Family – Detached	Each unit	\$	1,403.00

3. PARKS – OPEN SPACE

a. Multi-Family	Each unit	\$	839.00
b. Single Family - Attached	Each unit	\$	1,267.00
c. Single Family – Detached	Each unit	\$	1,522.00

4. POLICE

a. Non-Residential	Each s/f	\$.285
b. Residential	Each unit	\$	410.70

F. MECHANICAL PERMIT FEES

1. “UP-FRONT” PROCESSING FEE (non-refundable)

When the building permit application is received, the applicant shall pay an "Up-Front" processing fee equal to thirty Percent (30%) of the permit fee. 30% Upfront Fee

2. MINIMUM FEE FOR BUILDING PERMITS

a. Residential	\$	78.55
b. Commercial	\$	220.00

3. A/C & REFRIGERATION

Including replacement, relocation of equipment and new installation (without a master permit).

a. Drain	Each	\$	6.90
b. Kilowatt	Each	\$	4.60
c. Ton	Each	\$	23.05

4. BOILERS

a. Installation			
1. Boilers less than 837 MBTU	Each	\$	115.20
2. Boilers 837 MBTU to 6695 MBTU	Each	\$	164.60
3. Boilers 6695 MBTO and up	Each	\$	248.25

4. Steam driven prime movers	Each	\$	115.20
5. Steam actuated machinery	Each	\$	115.20
6. Unfired pressure vessels (operating at pressures in excess of 60 PSI and having volume of more than 5 cu. Ft.)	Each vessel	\$	115.20
b. Periodic Re-Inspections			
1. Certificate of inspection (where inspected by insurance company)	Each	\$	115.20
2. Hot water Boilers (ANNUAL)		\$	115.20
3. Miniature boilers (ANNUAL)		\$	115.20
4. Penalty for non-compliance:		\$	115.20
i. 30 days late	25%	\$	144.00
ii. After 30 days late	50%	\$	172.80
5. Shop inspection of boiler or pressure vessel	Each	\$	115.20
	completed vessel		
6. Steam boiler (ANNUAL)		\$	115.20
7. Unfired pressure vessels (ANNUAL)		\$	115.20
5. COMMERCIAL			
a. Alteration/Repairs	Each \$ 1.00	\$	0.03
If square footage is provided the job value will be based on a cost of \$1.19 Each s/f compared to the job value provided by the permit applicant, whichever is higher will be applied.			
If no square footage is provided, the job value will be based on the value provided by the permit applicant			
b. Kitchen Hoods	Each	\$	182.75
c. MINIMUM		\$	220.00
d. New Construction			No Charge
The master permit for new construction and addition for commercial includes the permit fee for all of the trades (general electrical, general mechanical and general plumbing). All other trades require a permit with fees.			
6. FURNACE & HEATING EQUIPMENT			
Including: commercial dryers, ovens and other fired objects not elsewhere classified (without master permit).	Each KW	\$	4.60
7. INTERNAL COMBUSTION HOODS			
	Each	\$	113.15
8. OTHER FEES:			
a. Fire chemical halon and spray booths	Each system	\$	210.50
b. Insulation, pneumatic tube, conveyor system, pressure and process piping, sheet metal or fiberglass air conditioning ducts, cooling towers and/or mechanical ventilation	1 st \$ 1,000 of Job Value	\$	121.50
	Each addtn'l \$ 1,000 of Job Value	\$	17.30
9. RESIDENTIAL			

a. Alteration/Repair/Addition Single Family Residence and Duplex (a copy of executed construction contract required).	Each \$ 1.00 of Job Value	\$ 0.06
b. MINIMUM		\$ 78.55
c. MAXIMUM		\$ 1650.00
d. New Construction The master permit for new construction and addition for commercial includes the permit fee for all of the trades (general electrical, general mechanical and general plumbing). All other trades require a permit with fees.		No Charge

10. STORAGE TANKS

For flammable liquids	Each tank	\$ 226.25
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G. MIAMI DADE COUNTY CODE COMPLIANCE FEES

	Per \$ 1.00 Job Value	\$ 0.0006
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H. PLUMBING PERMIT FEES

1. "UP-FRONT" PROCESSING FEE (non-refundable)

When the building permit application is received, the applicant shall pay an "Up-Front" processing fee equal to thirty Percent (30%) of the permit fee.	30% Upfront Fee
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2. MINIMUM FEE FOR BUILDING PERMITS

a. Residential	\$ 78.55
b. Commercial	\$ 220.00

3. COMMERCIAL

a. Alteration/Repairs If square footage is provided the job value will be based on a cost of \$1.19 Each s/f compared to the job value provided by the permit applicant, whichever is higher will be applied. If no square footage is provided, the job value will be based on the value provided by the permit applicant	Each \$ 1.00 of Job Value	\$ 0.03
b. MINIMUM		\$ 220.00
c. New Construction The master permit for new construction and addition for commercial includes the permit fee for all of the trades (general electrical, general mechanical and general plumbing). All other trades require a permit with fees.		No Charge

d. Manhole or Catch Basin

1.	Each basin	\$ 121.50
2. Addtn'l 10 l/f or part thereof		\$ 30.40

e. Medical Gas and Dental Vacuum Lines

1. Dental Vacuum Lines	Each system	\$ 47.15
2. Medical Gas		
i. Gas, Each		\$ 121.50
ii. Installation	Each \$1.00 Job Value	\$ 0.03

iii. MINIMUM		\$	220.00
3. Solar Water Heater	Each installation	\$	150.80
f. Natural Gas		\$	
1. Above Ground L. P. gas tanks	Each group of tanks at a single location.	Each	\$ 78.55
2. Appliance (does not include warm air heating units but does include un-vented space (COMMERCIAL)).		Each	\$ 17.80
3. Major Repairs to gas pipe where no fixtures or appliances installation is involved.		Each	\$ 52.05
4. Meter		Each	\$ 8.90
5. Outlet (includes meter & regulator (COMMERCIAL)).		Each	\$ 17.80
6. MINIMUM FEE			78.55
7. Underground L. P. gas tank per group at a single location.		Each	\$ 78.55
g. Sewer			
1. Each building storm sewer and where connection is made to a septic tank, or a collector line or to an existing sewer or to a city Sewer or soakage pit or to a building drain outside a building	Each building sewer	\$	78.55
2. Sewer Capping/Demolition		\$	78.55
h. Storm/Sanitary Utility/Collector Lines for building drain lines			
1.	Each line	\$	121.50
2. Addtn'l 10 l/f or part thereof		\$	17.80
k. Temporary Toilets (Waterborne or Chemical)			
1.	1 st Toilet	\$	78.55
2.	Renewal	\$	78.55
3.	Each Added Toilet	\$	17.80
l. Water and Gas Mains (All Groups)		\$	
1.	Each Main	\$	121.50
2.	Each 10 l/f	\$	17.80
3.	MINIMUM	\$	220.00
m. Water Piping		\$	
1. 2" or less water service backflow assembly		\$	91.10
2. 2 1/2" or larger water service backflow assembly		\$	182.25
3. Irrigation system and underground sprinkler system	Each zone	\$	23.95
4. Replace Solar Panel or New Install		\$	182.25
5. Solar water heater install, equipment replacement or repair		\$	182.25
6. Swimming Pool Heater Replacement or New Install		\$	78.95
7. Swimming Pool Repair		\$	78.95
8. Water service connection to a municipal or private water supply system (for per meter on Each lot)		\$	78.95

4. RESIDENTIAL

a.	Alteration/Repairs	Each \$ 1.00	\$	0.06
b.	If square footage is provided the job value will be based on a cost of \$1.19 Each s/f compared to the job value provided by the permit applicant, whichever is higher will be applied.	of Job Value		
c.	If no square footage is provided, the job value will be based on the value provided by the permit applicant			
d.	MINIMUM		\$	78.55
e.	New Construction			No Charge
f.	The master permit for new construction and addition for commercial includes the permit fee for all of the trades (general electrical, general mechanical and general plumbing). All other trades require a permit with fees.			
g.	Manhole or Catch Basin			
	1.	Each basin	\$	121.50
	2.	Addtn'l 10 l/f or part thereof	\$	30.40
h.	Natural Gas		\$	
	1. Above Ground L. P. gas tanks per group of tanks at a single location.	Each	\$	78.55
	2. Appliance (does not include warm air heating units but does include un-vented space (<i>COMMERCIAL</i>)).	Each	\$	17.80
	3. Major Repairs to gas pipe where no fixtures or appliances installation is involved.	Each	\$	52.05
	4. Meter	Each	\$	8.95
	5. Outlet (includes meter & regulator (<i>COMMERCIAL</i>)).	Each	\$	17.80
	6. MINIMUM FEE			78.55
	7. Underground L. P. gas tank Each group at a single location.	Each	\$	78.55
i.	Sewer			
	1. Each building storm sewer and Each building sewer where connection is made to a septic tank, or a collector line or to an existing sewer or to a city Sewer or soakage pit or to a building drain outside a building		\$	78.55
	2. Sewer Capping/Demolition		\$	78.55
j.	Storm/Sanitary Utility/Collector Lines for building drain lines			
	1.	Each line	\$	121.50
	2. Addtn'l 10 l/f or part thereof		\$	17.80
k.	Temporary Toilets (Waterborne or Chemical)			
	1.	1 st Toilet	\$	78.55
	2.	Renewal	\$	78.55
	3.	Each Added Toilet	\$	17.80
l.	Water and Gas Mains (All Groups)		\$	
	1.	Each Main	\$	121.50
	2.	Each 10 l/f	\$	17.80
	3.	MINIMUM	\$	221.00
	4.			

m. Water Piping		\$	
1. 2" or less water service backflow assembly		\$	91.10
2. 2 1/2" or larger water service backflow assembly		\$	182.25
3. Irrigation system and underground sprinkler system for Each zone		\$	25.25
4. Replace Solar Panel or New Install		\$	182.25
5. Solar water heater install, equipment replacement or repair		\$	182.25
6. Swimming Pool Heater Replacement or New Install		\$	78.95
7. Swimming Pool Repair		\$	78.95
8. Water service connection to a municipal or private water supply system (for Each meter on Each lot)		\$	78.95
5. SETTLING TANK, GAS AND OIL INTERCEPTORS AND GREASE TRAPS (Including drain tile and relay for same Residential and Commercial)		\$	78.55
6. WATER TREATMENT PLANTS, PUMPING STATIONS, SEWER TREATMENTS AND LIFT STATION			
a. Lift station (interior station piping)	Each	\$	364.15
b. Sewage ejector	Each	\$	105.25
c. Sewage treatment plant (interior plant piping)	Each	\$	227.30
d. Water treatment plant (interior plant piping)	Each	\$	317.80

I. PUBLIC WORKS - ENGINEERING SERVICES DIVISION FEES

1. MULTIPLE DISCIPLINE REVIEW		\$	210.00
2. SINGLE DISCIPLINE REVIEW		\$	80.00
3. REVISIONS		\$	79.00

J. PUBLIC WORKS - FLOODPLAIN MANAGEMENT FEES

1. 50% SUBSTANTIAL IMPROVEMENT			
a. Commercial		\$	200.00
b. Residential		\$	95.00
2. CERTIFICATE OF COMPLETION			
a. Certificate		\$	58.03
b. Flood Proofing		\$	358.03
3. LETTER OF MAPS REVISIONS (LOMR)			
a. Single Structure		\$	275.00
b. Each added structure		\$	20.00
4. MISCELLANEOUS			
a. Commercial Variance/Appeal Preparation		\$	1,175.00
b. Flood Zone Inquiry		\$	45.00

c. Inspection for Substantial Damage/Improvement	\$	58.03
d. Processing Public Notice/Advertisement	\$	130.00
e. Re-Inspection	\$	58.03
f. Residential Variance/Appeal Preparation	\$	695.00
5. PLAN REVIEW		
a. Commercial	\$	210.00
b. Residential	\$	90.00
6. PROCESSING ELEVATION CERTIFICATES		
a. Elevation Certificate	\$	45.00
b. Tie-Beam Elevation Certificate	\$	30.00
7. REVISIONS (50% OF ORIGINAL PLAN REVIEW FEE)		
a. Commercial	\$	100.00
b. Residential	\$	58.03

K. STATE OF FLORIDA SURCHARGE FEE

3 % of total Building Services Division permit fee	2.5%
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L. UNSAFE STRUCTURES

The Department of Building & Code Compliance - Building Services Division Enforcement Fees: In compliance with the Florida Building Code, National Electrical Code, and Miami Gardens Code, Chapter 28, the following expenses will be recovered from necessary Building Services Division enforcement and/or demolitions

1. ASBESTOS SAMPLING & ABATEMENT	\$	50.00
		Actual Cost
2. BID PROCESSING & CONTRACTOR NOTICE TO PROCEED (NTP)	\$	150.00
3. CORPORATION INFORMATION	\$	50.00
4. DEMOLITION/SECURE SERVICES		Actual Cost
5. DIGITAL PICTURES	\$	3.00
6. EXTENSION	\$	150.00
7. INITIATION AND PROCESSING FEE FOR ALL WORK WITHOUT A PERMIT AND ALL UNSAFE STRUCTURES CASES AFTER GIVEN NINETY (90) DAYS TO COMPLY	\$	500.00
8. INITIAL INSPECTION		

	\$ 160.00
9. LEGAL ADVERTISEMENT	Actual Cost
10. LIEN/RECORDATION/CANCELLATION OF NOTICES.	Actual Cost
11. RE-INSPECTION (IF APPLICABLE)	\$ 110.00
12. TITLE SEARCH	Actual Cost
13. UNSAFE STRUCTURE PANEL	\$ 200.00

M. ZONING REVIEW FEES

1. ADMINISTRATION			
a. Expedite			
1. Commercial			
i.	1 st hour	\$	470.40
ii.	Addtn'l hour	\$	117.60
2. Residential			
i.	1 st hour	\$	220.80
ii.	Addtn'l hour	\$	55.20
b. Renewal of expired or abandoned plans in review shall be 50% of the original fee.			50% of original permit fee
c. Revisions	Each hour	\$	51.50
d. "UP-FRONT" PROCESSING FEE (non-refundable)			30% Upfront Fee
When the building permit application is received, the applicant shall pay an "Up-Front" processing fee equal to thirty Percent (30%) of the permit fee.			
2. AWNINGS, CANOPIES & SCREEN ENCLOSURES			\$51.50
3. COMMERCIAL			
a. All other not Single Family Residence. Other than as specified herein: Water Tower; Pylons; Bulk Storage – Tank Foundation; Unusual Limited – use buildings, marquees & similar construction.	Each \$ 1,000.00 Job Value	\$	2.64
b. Structures of unusual size or nature as arenas, stadiums and water & sewer plants	½ of 1% Job Value	\$	0.01
4. FENCES & MASONRY WALLS (RESIDENTIAL ONLY)			
a. Chain link/Wood	0-500 l/f	\$	51.50

		Addn'l 500 l/f	\$	51.50
	b. Masonry Wall	Each l/f	\$	0.35
5.	MOVING BUILDING			
		Each 100 s/f or fractional part	\$	2.94
6.	MOBILE HOMES/TEMPORARY BUILDINGS			
		Each install	\$	70.00
7.	POOLS, SPAS & HOT TUBS			
		Each install	\$	51.50
8.	RESIDENTIAL			
	a. Alteration/Remodeling	Each \$ 1.00 of Job Value	\$	0.01
	b. New Constructions			
	1. 0 - 300 s/f		\$	30.00
	2. 301 – 650 s/f		\$	63.00
	3. 651 s/f and above	Each s/f	\$	0.10
	c. Shade House	Each s/f	\$	0.01
9.	SATELLITE DISH			
		All trades each	\$	51.50
10.	SIGNS			
		Each sign	\$	51.50
11.	SHEDS			
	Prefabricated utility shed with slab (max 100 s/f floor area)		\$	25.00
12.	SLABS			
		Each installation	\$	51.50
13.	TEMPORARY BLEACHERS, PLATFORMS & TENTS			
	a. Tents	Each tent	\$	70.00
14.	ZONING IMPROVEMENT PERMIT (ZIP)			
	Agricultural/Farm building;		\$	51.50
	Anchoring, Mooring, Docking or Storage of Houseboat;			
	Awning, Canopy Carport & Screen Enclosure;			
	Chickee Huts;			
	Donation bins & recycling bins;			
	Mobile Medical & Professional Units;			
	Painting wall sign, Balloon Sign & Stick on Fabric Letter;			
	Parking lot refurbishing – resurfacing or seal coating, paving & drainage of existing parking lot;			
	Pools (above ground over 24” deep);			
	Portable Mini Storage Unit;			
	Residential Fences and Masonry walls – ornamental iron fence, decorative gardens, type water.			

Development Services Technology Surcharge

Revenue Description

Revenue comes from a 15% local surcharge on all permits and fees collected in the Development Services Fund except impact fees.

Legal Basis for Revenue

Florida Statutes §166.231
 City of Miami Gardens Charter Article 4, Section 4.9
 City of Miami Gardens Ordinance 2007-16-122

Special Requirements

None.

Fund/Account Number

Development Services Fund
 105-00-00-345-200-00

Use of Revenue

Development Services Fund. Funds are to be used for the addition and improvement of technology used by the fund.

Method/Frequency of Payment

Concurrent with all other fees paid.

Basis for Budget Estimate

Estimate for the budget is based on a percentage of the permit fee estimate.

Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$0	
FY 11	\$132,713	100.00%
FY 12	\$277,023	108.74%
FY 13	\$204,640	-26.13%
FY 14	\$234,686	14.68%
FY 15	\$252,815	7.72%
FY 16	\$289,630	14.56%
FY 17*	\$225,838	-22.03%
FY 18**	\$313,824	38.96%

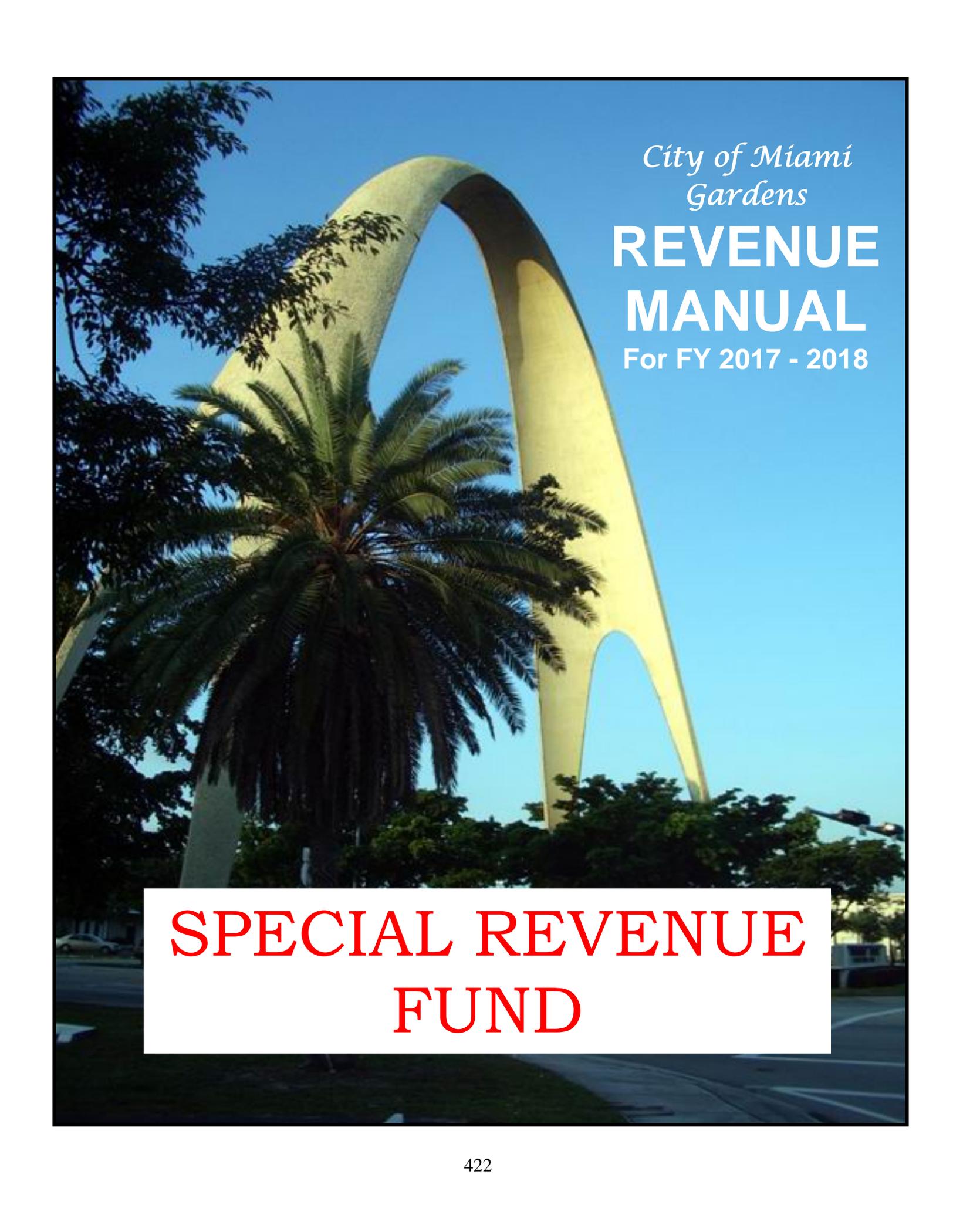
* Estimated
 ** Budgeted

History of Technology Surcharge in the Development Services Fund



Discussion

This fee was originally imposed when the City assumed the operation of the Planning, Zoning and Building departments because of our lack of revenue history. Staff was concerned that sufficient funds to operate would not be generated by the normal permit fees. The fee has been renewed each year in order to provide sufficient revenue to run the Fund's activities. In FY-08, the fee was designated as a technology fee to help the City recover and expand technology-related expenses. The wide variation in revenue is due largely to the inaccurate coding of revenue during the City's early days before full automation of the revenue system.



*City of Miami
Gardens*

REVENUE MANUAL

For FY 2017 - 2018

SPECIAL REVENUE FUND

Impact Fees

Revenue Description

Impact fees are charged on new land development and also on the expansion, replacement or change of use of existing land uses and are designed to capture a portion of the cost of providing the capital infrastructure needed to integrate the development into the existing community. They can only be used for new services or capital expenditures designed to serve this new population or business.

The City of Miami Gardens, through Miami-Dade County, levies several impact fees. These include impact fees for Law Enforcement, Parks Open Space and Parks Improvements. Also included is a General Administration Fee that is assessed as part of the fees.

- Law enforcement impact fees are imposed upon all land uses that create an impact on law enforcement services. This includes Commercial, Industrial and Residential.
- Parks and recreation Open Space impact fees are imposed upon all land uses that create an impact on City parks.
- Parks and recreation Improvement impact fees are imposed upon all land uses that create an impact on City parks.
- Admin Fees

In addition to the above impact fees, Miami-Dade County levies impact fees on development within the City including Road and School impact fees.

Legal Basis for Revenue

Article VIII, Section 1(g), Florida Constitution
Florida Statutes §125.01, §163.3161, §236.24(1), §380.06
City of Miami Gardens Charter Article 4, Section 4.9
City of Miami Gardens Ordinance 2007-16-122

Special Requirements

Funds collected from impact fees cannot be used to replace existing capital facilities or to fund existing deficiencies, but only to provide for new capital facilities, which are necessitated by new development.

Prior to the imposition of impact fees, the local government must conduct a study to establish the costs to be recovered through the fees. Miami-Dade County conducted these studies for the City of Miami Gardens when this area was unincorporated.

Fund/Account Number

Special Revenue Fund
106-00-00-324-7xx-00 (General Administration Fee)
106-00-00-324-1xx-00 (Police Impact Fee)
106-00-00-324-6xx-00 (Parks Improvement Impact Fee)
106-00-00-324-6xx-00 (Parks Open Space Impact Fee)

Use of Revenue

Special Revenue Fund. Restricted to the purpose for which it was received per the above.

Method/Frequency of Payment: Occasional.

Parks Open Space

Collection history

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$70,636	415.67%
FY 11	\$117,896	66.91%
FY 12	\$115,695	-1.87%
FY 13	\$50,908	-56.00%
FY 14	\$24,121	-79.15%
FY 15	\$130,251	155.86%
FY 16	\$228,539	847.47%
FY 17*	\$16,981	-86.96%
FY 18**	N/A	

* Estimated ** City does not estimate revenue for FY 2018

History of the Park Open Space impact Fee Revenue



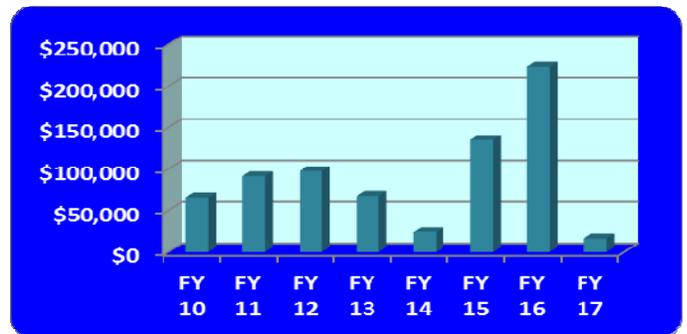
Parks Operations

Collection history

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$65,950	422.29%
FY 11	\$91,663	38.99%
FY 12	\$97,674	6.56%
FY 13	\$67,801	-30.58%
FY 14	\$24,290	-75.13%
FY 15	\$135,181	99.38%
FY 16	\$223,739	821.12%
FY 17*	\$16,083	-88.10%
FY 18**	N/A	

* Estimated ** City does not estimate revenue for FY 2018

History of the Park Operations Impact Fee Revenue



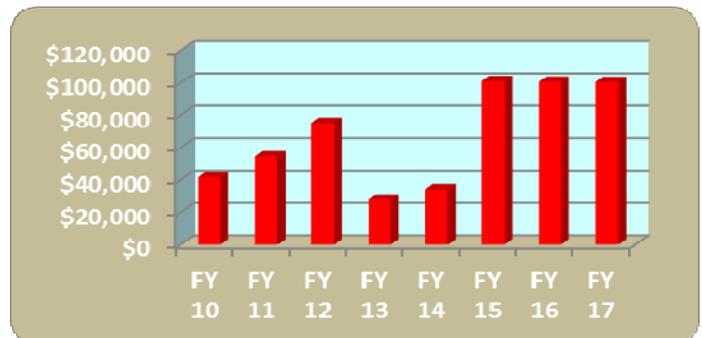
Police

Collection history

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$41,669	-27.94%
FY 11	\$54,342	30.41%
FY 12	\$75,205	38.39%
FY 13	\$27,842	-62.98%
FY 14	\$34,261	-54.44%
FY 15	\$101,043	262.92%
FY 16	\$100,672	193.84%
FY 17*	\$100,488	-0.55*
FY 18**	N/A	

* Estimated ** City does not estimate revenue for FY 2018

History of the Police Impact Fee



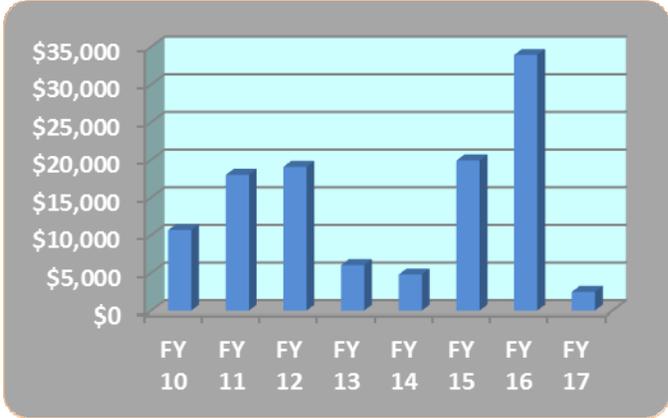
Admin

Collection history

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 09	\$1,974	-78.14%
FY 10	\$10,683	441.19%
FY 11	\$18,029	68.76%
FY 12	\$19,105	5.97%
FY 13	\$6,040	-68.39%
FY 14	\$4,798	-74.89%
FY 15	\$19,932	230.00%
FY 16	\$33,948	607.54%
FY 17*	\$2,481	-87.55%
FY 18**	N/A	

* Estimated ** City does not estimate revenue for FY 2018

History of Admin. Impact Fee



Discussion

Impact fee collection varies with the construction economy, and City do not estimate next fiscal year revenue.

Law Enforcement Training Trust Fund (L.E.T.T. F.)

Revenue Description

The distribution of traffic fines is regulated by Florida Statute 318.18 and 318.21. These laws clearly describe where certain portions of a traffic fine are to be distributed. For instance, a set amount goes to the Child Welfare Trust Fund (\$1.00) and the Juvenile Justice Trust Fund (\$1.00). Other distributions are by percentage: 20.6% to the State's General Fund, 7.2% to the Emergency Medical Services fund, 8.2% to the Brain & Spinal Cord fund, etc.

When a citations is issued within a municipality, the statutes allocate 50.8% of the fine to the City's General Fund (Florida Statutes §318.21(2)(g)(2)). An additional \$2.00 per ticket is designated to be used for law enforcement training purposes. The City has established a Law Enforcement Training Trust Fund (L.E.T.T.F.) to receive these funds per Florida Statute §938.15 and §318.18(1)(d).

Legal Basis for Revenue

Florida Statutes §318.18(1)(d) and §938.15
 City of Miami Gardens Charter Article 4, Section 4.9
 City of Miami Gardens Ordinance 2007-16-122

Special Requirements

Municipalities and counties may assess an additional \$2.00 on each ticket to pay for expenditures for criminal justice education degree programs and training courses, including basic recruit training, for their respective officers and employing agency support personnel, provided such education degree programs and training courses are approved by the employing agency administrator, on a form provided by the State, for local funding.

Workshops, meetings, conferences, and conventions shall, on a form approved by the state for use by the employing agency, be individually approved by the employing agency's administrator prior to attendance. The form shall include, but not be limited to, a demonstration by the employing agency of the purpose of the workshop, meeting, conference, or convention; the direct relationship of the training to the officer's job; the direct benefits the officer and agency will receive; and all anticipated costs.

Fund/Account Number

Special Revenue Fund
 106-00-00-359-006-00

Use of Revenue

Special Revenue Fund. Funds are restricted to the purpose for which they were received per the above.

Method/Frequency of Payment

The City receives its allocation monthly from the Miami-Dade County Clerk of Courts by check.

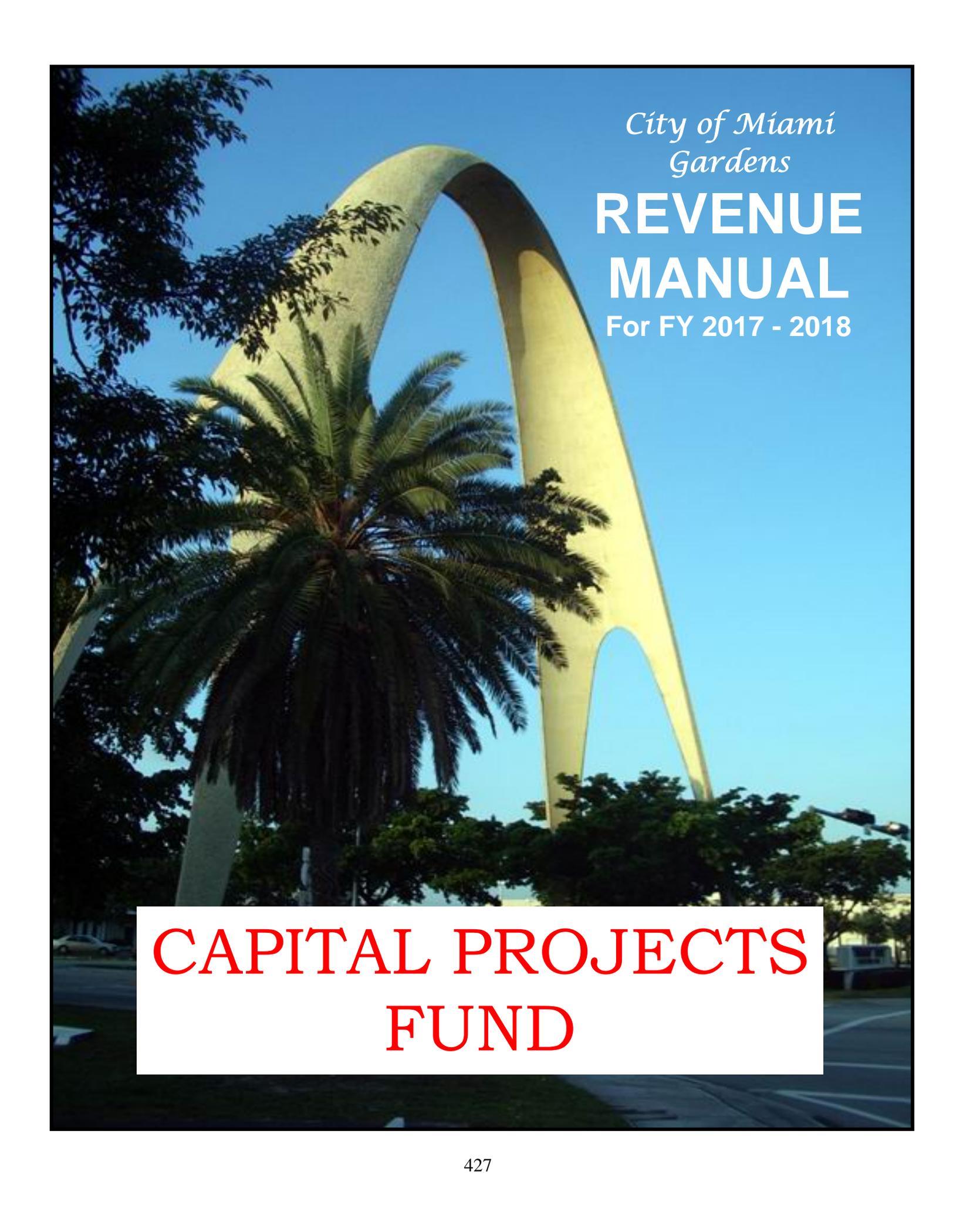
<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 08	\$14,280	
FY 09	\$22,923	60.53%
FY 10	\$18,386	-19.79%
FY 11	\$19,281	4.87%
FY 12	\$20,831	8.04%
FY 13	\$25,309	21.50%
FY 14	\$18,938	-9.09%
FY 15	\$16,419	-35.13%
FY 16	\$14,699	-22.38%
FY 17*	\$11,000	-33.00%
FY 18**	N/A	

* Estimated ** City does not estimate revenue for FY 2018



Discussion

The City receives these funds as part of each traffic ticket issued within the City's municipal boundaries designated for specific use of training for police sworn personnel only.



*City of Miami
Gardens*

REVENUE MANUAL

For FY 2017 - 2018

CAPITAL PROJECTS FUND

Grants and Donations

Revenue Description

Periodically, the City is awarded construction grants from other governmental agencies or private organizations. These grants are usually specific to a particular project. Revenue may be received in advance of the actual performance, but it is much more likely for the revenues to be received after completion of the activity for which the grant was awarded and paid on a reimbursement basis.

Often, partial draw downs on the grants can be effectuated upon completion of various milestones of progress toward the completion of the activity. With the creation of the Capital Improvement Fund, most grants for capital improvements that were previously received in the other operating Funds are now managed in the CIP Fund.

Legal Basis for Revenue

Florida Statutes §166.231
 City of Miami Gardens Charter Article 4, Section 4.9
 City of Miami Gardens Ordinance 2007-16-122

Special Requirements

None.

Fund/Account Number

CIP Fund

Use of Revenue

CIP Fund. Restricted to the purpose for which it was received.

Method/Frequency of Payment

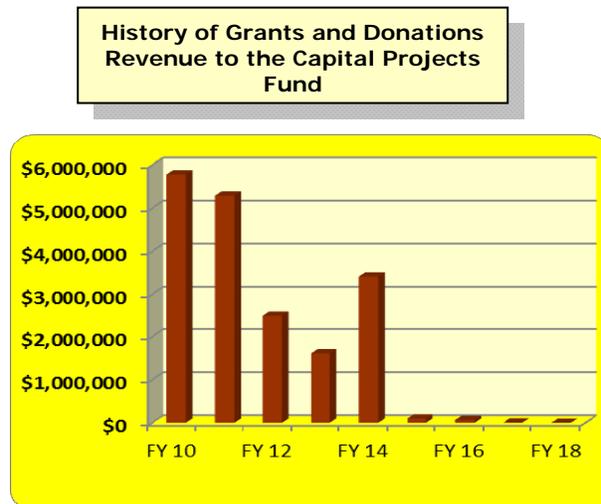
Occasional. No set frequency.

Basis for Budget Estimate

Estimate for the budget is based on approved or pending grant awards.

Collection History		
<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$5,776,483	-20.24%
FY 11	\$5,287,776	-8.46%
FY 12	\$2,503,463	-52.66%
FY 13	\$1,611,944	-35.61%
FY 14	\$3,413,232	111.75%
FY 15	\$100,376	-97.06%
FY 16	\$63,471	-36.77%
FY 17*	\$2,215	-96.51%
FY 18**	\$0	0.00%

* Estimated ** Budgeted



Discussion

Grants have comprised a major portion of the construction capital that the City has had available since its inception. Local, state and Federal grants has been received for a variety of activities including parks, roads, stormwater and beautification.

Until FY-06, such grants were accounted for in the appropriate operating fund; however, this tended to distort the finances of the fund, thus in FY-06 the Capital Project Fund was created and all grants except those in enterprise funds are accounted for here. Effective FY 2012, if the grant is received for a special revenue source, such as Transportation or Stormwater Fund, they are accounted for in that specific fund. The grant received in the Capital Projects since then are mostly the funding derived from the Building Better Communities General Obligation Bond issued by Dade County.

Proceeds of Long Term Debt (Bonds)

Revenue Description

Periodically, the City issue debt in order to finance its major capital projects. These projects range from street improvements, parks acquisition and improvements, the purchase of property and the design/construction of new building and facilities, and the purchase/renovation of older buildings.

Bonds are the municipal way of borrowing. The City issues bonds or notes upon which the City indicates the interest rate it will pay to the lender and the timeframe for repayment. There are several varieties of bonds, but the most common is the revenue bond. Revenue bonds are loans backed by the City's pledge of certain, specified revenue for repayment. These pledged revenues can be almost any revenues the City receives except property taxes. Revenue bonds are usually sold on a negotiated basis with potential lenders. Smaller revenue issues, like ours, are solicited on a competitive basis with area lending institutions through sealed bids.

If property taxes are pledged, Florida requires that such bond be approved by a referendum of the voters. This pledge states that the City will guarantee the repayment of these bonds even if it takes a tax increase to do so. These tax-backed bonds are called General Obligation Bonds (GO Bonds). These are usually sold on the open market in New York City through a major underwriting agency.

Legal Basis for Revenue

Florida Statutes §166.231

City of Miami Gardens Charter Article 4, Section 4.9 and Article 8, Section 8.3 and Section 8.4

City of Miami Gardens Ordinance 2007-16-122

Special Requirements

None.

Fund/Account Number

Capital Improvement Fund

300-00-00-384-100-01

Use of Revenue

Various Operating Funds. Restricted to Capital facilities purchase, design, and construction.

Method/Frequency of Payment

Funds are received upon issuance of the bonds.

Basis for Budget Estimate

Estimate is the amount of the planned bond issue.

<i>Fiscal Year</i>	Collection History	
	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$0	-100%
FY 11	\$55,000,000	100%
FY 12	\$0	-100%
FY 13	\$0	0%
FY 14	\$60,000,000	100%
FY 15	\$0	-100%
FY 16	\$6,000,000	100%
FY 17*	\$0	0%
FY 18**	\$0	0%

* Estimated ** Budgeted

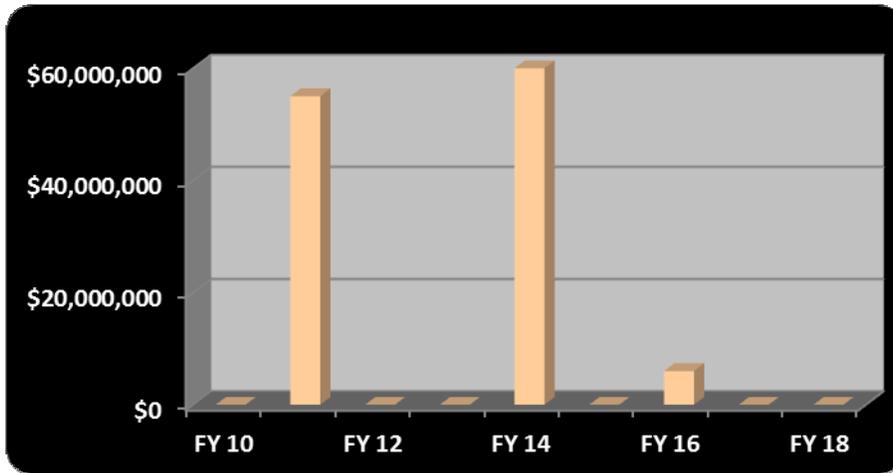
Discussion

FY-11 the City issued \$55,000,000 in Certificates of Participation (COPS) to finance the City's new City Hall complex.

FY-14 the City issued \$60,000,000 General Obligation Bond for the Parks and Recreation improvement projects and purchase of crime prevention equipment. This bond issuance was approved by voters on April 21, 2014.

FY-16 is additional financing for the completion of the City Hall complex.

History of Bond Proceeds Available in the CIP Fund



Transfers In

Revenue Description

Transfers-in represent two types of transfers from other operating Funds. The first are capital transfers. These are programmed transfers of funds for specific capital projects. With the addition of the Capital Improvement Projects Fund, most capital projects are now funded in, and managed out of, this Fund. These transfers represent either the full or partial cost of a proposed project. Often, these funds are the City's match for a grant that was received.

The second type of transfer-in is for debt service on the City's capital-related bond issues. The projects undertaken with bond funds thus far have been for the benefit of both the General Fund and the Transportation Fund. Both Funds transfer their proportionate share of the annual debt service to the CIP Fund from where the bond payment is actual made.

Legal Basis for Revenue

Florida Statutes §166.231

City of Miami Gardens Charter - Article 4, Section 4.9 & Article 8, Sections 8.3 & 8.4.

City of Miami Gardens Ordinance 2007-16-122

Special Requirements

None.

Fund/Account Number

Capital Improvement Project Fund: 300-00-00-381-015-10 to 300-00-00-381-030-01

Use of Revenue

Capital Improvement Projects Fund. Restricted.

Method or Frequency of Payment

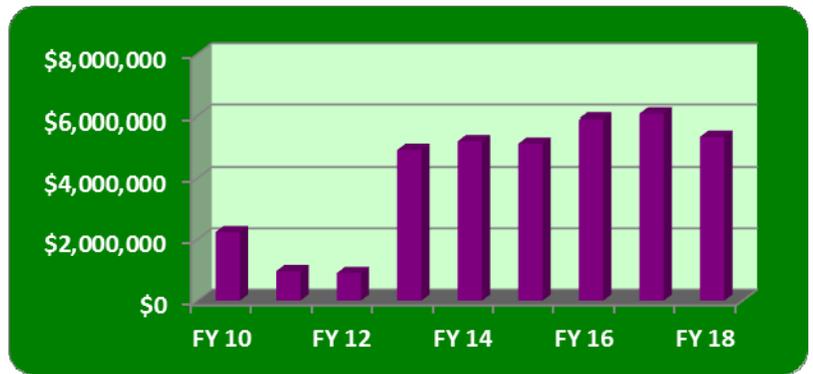
Transferred with the approval of the annual budget.

Basis for Budget Estimate

Estimate for the budget is based on a formula which varies for each covered service. These are as follows:

Collection History		%
<i>Fiscal Year</i>	<i>Amount</i>	<i>increase/ (Decrease)</i>
FY 10	\$2,235,869	31.52%
FY 11	\$960,661	-57.03%
FY 12	\$895,817	-6.75%
FY 13	\$4,918,298	449.03%
FY 14	\$5,204,701	5.82%
FY 15	\$5,123,069	-1.57%
FY 16	\$5,905,368	15.27%
FY 17*	\$6,063,974	2.69%
FY 18**	\$5,346,827	-11.83%
	* Estimated	** Budgeted

History of Transfers-In in the Capital Projects Fund



Discussion

Transfers-in to the Capital Projects Fund are largely as a result of capital construction programs being carried out by other Funds. Often they are needed to supplement a grant that was received. Also, the City Council periodically transfers monies into the Fund to use for future projects and for contingency on current projects.



*City of Miami
Gardens*

**REVENUE
MANUAL**
For FY 2017 - 2018

**STORMWATER
UTILITY FUND**

Stormwater Utility Fee

Revenue Description

USEPA has required that local governments have a program to deal with stormwater runoff, improve water quality discharge, to maintain the existing stormwater discharge system, to implement and remain compliant with the Environmental Protection Agency's National Pollutant Discharge Elimination System (NPDES) Permit Program through efficient operations and the use of Best Management Practices (BMP).

In order to implement such a program, the State of Florida has authorized local governments to establish stormwater utilities and to charge a fee such as necessary to cover the costs of such a program. Miami-Dade County initially established a stormwater utility for the Miami-Gardens area. In April of 2006, the City assumed management of the utility through its own ordinance and interlocal agreement with the County.

Under the Miami Gardens Stormwater Utility, each property is charged a monthly fee of \$4.00 per Equivalent Residential Unit (ERU). An ERU is based on a typical residential unit having 1,800 square feet of impermeable surface area. Commercial properties are charged based on their total ERUs.

Legal Basis for Revenue

Florida Statutes §403.0893

City of Miami Gardens Charter Article 4, Section 4.9

City of Miami Gardens Ordinance 2006-25-106

City of Miami Gardens Resolution 2006-143-489

City of Miami Gardens Ordinance 2007-16-122

Special Requirements

Fee collected must be used for the purposes stated above.

Fund/Account Number

Stormwater Utility Fund

401-00-00-329-600-00

Use of Revenue

Stormwater Utility. Unrestricted.

Method/Frequency of Payment

Prior to FY 2014 Stormwater Utility Fees are collected from each City of Miami Gardens property owner (or tenant) through either the City of North Miami Beach's Water and Sewer System or through the Miami-Dade County Water & Sewer Department as part of their monthly bill. For properties that are not currently on either of these systems, the City bills directly on a quarterly basis. For FY 2014 the City utilize the uniform method of billing allowed under Florida Statute for the fees to be collected under the tax bill as a special assessment.

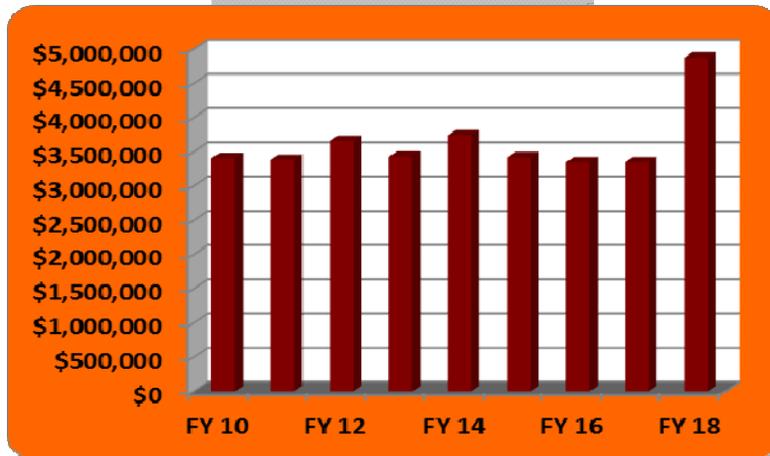
Basis for Budget Estimate

Estimate for the budget is based the number of total ERUs calculated within the City (approximately 72,000) times \$6.00 per month.

<i>Fiscal Year</i>	Collection History	
	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$3,407,248	
FY 11	\$3,380,061	-0.80%
FY 12	\$3,658,510	8.24%
FY 13	\$3,427,434	-6.32%
FY 14	\$3,738,462	9.07%
FY 15	\$3,417,638	-8.58%
FY 16	\$3,347,569	-2.05%
FY 17*	\$3,347,569	0.00%
FY 18**	\$4,875,436	45.64%

* Estimated
** Budgeted

History of Stormwater Utility Fees



Discussion

In FY-07, the City took over the Stormwater Utility from Miami-Dade County in April 2007. FY-08 is the first full year of the Stormwater Utility's operations. One major goal of the new department is to staff up and to secure equipment. Currently, the City contracts for such item as Street cleaning and basin cleaning; however, the goal is to perform such services in-house.

When the City assumed the program, the County turned over its drainage basins, culverts and drains located on City-owner streets. It also turned over approximately 10 miles of canal systems which we have to maintain. Currently the City is paying the County to continue to maintain these canals.

In FY-18 the City Council has adopted a rate of \$6.00 per ERU, previously the rate was \$4.00 per ERU. Property owners who has over 10 Acres will allow to apply for a discount if certain criteria is met.

Permitting (Flood Plain Management) Fees

Revenue Description

As part of the requirements the City must comply with in order to participate in the National Flood Insurance Program is a plan review process for all new construction and substantial improvements. The floodplain fees are designed to cover the costs of administering this program to comply with the federal regulations. Fees are charged upon application for a qualifying process, either to the developer or to the resident.

Legal Basis for Revenue

National Flood Insurance Reform Act of 1994 (42 U.S.C. 4101)
 City of Miami Gardens Charter Article 4, Section 4.9
 Miami-Dade County Code Chapter 11-C
 City of Miami Gardens Ordinance 2004-07-23
 City of Miami Gardens Ordinance 2009-20-192

Special Requirements

Fee collected must be used for the purposes stated above.

Fund/Account Number: Stormwater Utility Fund
 401-00-00-329-500-00

Use of Revenue: Stormwater Utility. Unrestricted.

Method/Frequency of Payment

Occasional. Floodplain fees are charged upon application for a covered process.

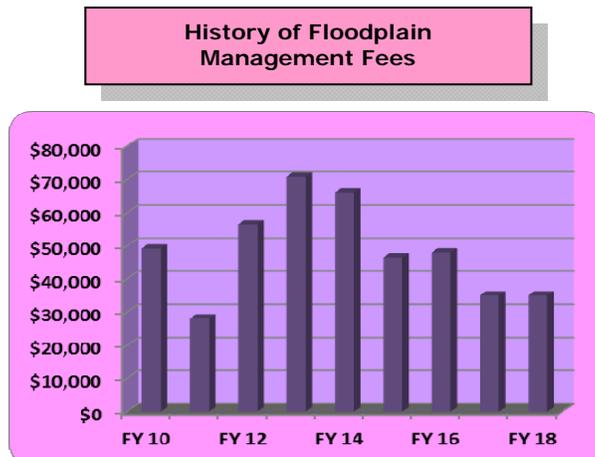
Basis for Budget Estimate: Historical collection.

Collection History		
<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$49,116	
FY 11	\$28,045	-42.90%
FY 12	\$56,325	100.84%
FY 13	\$70,776	25.66%
FY 14	\$66,141	-6.55%
FY 15	\$46,431	-29.80%
FY 16	\$47,885	3.13%
FY 17*	\$35,000	-26.91%
FY 18**	\$35,000	0.00%

* Estimated
 ** Budgeted

Discussion

The floodplain management program was established in FY-08. Prior to this, the building department handled elevation certifications. Currently the program is being administered by the Floodplain Administrator in the Public Works Department.



N. PUBLIC WORKS - FLOODPLAIN MANAGEMENT FEES

8. 50% SUBSTANTIAL IMPROVEMENT		
c. Commercial	\$	200.00
d. Residential	\$	95.00
9. CERTIFICATE OF COMPLETION		
c. Certificate	\$	58.03
d. Flood Proofing	\$	358.03
10. LETTER OF MAPS REVISIONS (LOMR)		
c. Single Structure	\$	275.00
d. Each added structure	\$	20.00
11. MISCELLANEOUS		
g. Commercial Variance/Appeal Preparation	\$	1,175.00
h. Flood Zone Inquiry	\$	45.00
i. Inspection for Substantial Damage/Improvement	\$	58.03
j. Processing Public Notice/Advertisement	\$	130.00
k. Re-Inspection	\$	58.03
l. Residential Variance/Appeal Preparation	\$	695.00
12. PLAN REVIEW		
c. Commercial	\$	210.00
d. Residential	\$	90.00
13. PROCESSING ELEVATION CERTIFICATES		
c. Elevation Certificate	\$	45.00
d. Tie-Beam Elevation Certificate	\$	30.00
14. REVISIONS (50% OF ORIGINAL PLAN REVIEW FEE)		
c. Commercial	\$	100.00
d. Residential	\$	58.03

Interest Income

Revenue Description

This revenue results from the investment of idle City funds. Since the City's incorporation, interest earned was retained by the General Fund; however, in FY 08, the City began allocating earned interest to the various operating funds in proportion to their participation in pooled cash.

Legal Basis for Revenue

Florida Statutes §166.231, 180.14, 80.20

City of Miami Gardens Charter Article 4, Section 4.9 & Article 8, Sections 8.3 & 8.4

City of Miami Gardens Ordinance 2007-16-122

Special Requirements: None.

Fund/Account Number: Stormwater Utility Fund
401-00-00-361-100-00

Use of Revenue: Stormwater Fund, unrestricted.

Method/Frequency of Payment

Interest is credited to the City's account on a monthly basis by the respective depository.

Basis for Budget Estimate

Estimate for the budget is based on historical receipts and trend analysis and anticipated cash available.

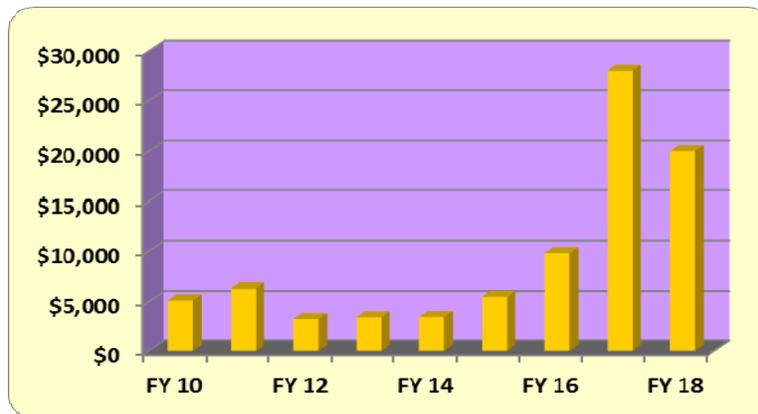
Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$5,105	-66.53%
FY 11	\$6,261	22.64%
FY 12	\$3,226	-48.48%
FY 13	\$3,401	5.44%
FY 14	\$3,420	0.56%
FY 15	\$5,469	59.91%
FY 16	\$9,776	78.75%
FY 17*	\$28,000	186.42%
FY 18**	\$20,000	-28.57%

* Estimated

**Budgeted

History of Earned Interest Income Revenue to the Stormwater Utility Fund



Grants and Donations

Revenue Description

Periodically, the City is awarded construction grants from other governmental agencies or private organizations. These grants are usually specific to a particular project. Revenue may be received in advance of the actual performance, but it is much more likely for the revenues to be received after completion of the activity for which the grant was awarded and paid on a reimbursement basis.

Often, partial draw downs on the grants can be effectuated upon completion of various milestones of progress toward the completion of the activity. With the creation of the Capital Improvement Fund, most grants for capital improvements that were previously received in the other operating Funds are now managed in the CIP Fund except for Stormwater grants as the Stormwater Fund is an enterprise fund and grants should be expensed within the fund.

Legal Basis for Revenue

Florida Statutes §166.231
 City of Miami Gardens Charter Article 4, Section 4.9
 City of Miami Gardens Ordinance 2007-16-122

Special Requirements: None.

Fund/Account Number: Stormwater Fund
 401-00-341-2001-00 (State Grant)

Use of Revenue
 Stormwater Fund. Restricted to the purpose for which it was received.

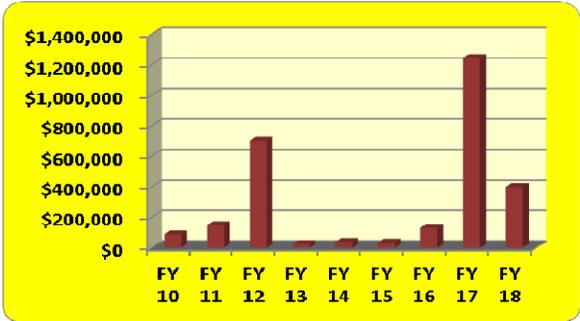
Method/Frequency of Payment: Occasional.

Basis for Budget Estimate
 Estimate for the budget is based on approved or pending grant awards.

Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$88,275	
FY 11	\$147,301	66.87%
FY 12	\$701,670	376.35%
FY 13	\$24,000	-96.58%
FY 14	\$38,650	61.04%
FY 15	\$34,000	-12.03%
FY 16	\$129,888	282.02%
FY 17*	\$1,244,757	858,333%
FY 18**	\$400,000	-63.85%
	* Estimate	** Budgeted

History of Grants and Donations in the Stormwater Utility Fund



Discussion

Grants have comprised a major portion of the stormwater construction capital that the City has had available since its inception. Local, state and Federal grants are received for specific projects.

Funds not expended in any particular fiscal year are carried over to the new budget in the same line item for continuity.

Other Non-Operating (Unreserved Fund Balance)

Revenue Description

It is the City's policy to budget the City's fund balance reserve each year. This provides additional flexibility should emergency funding be needed and provides the public with transparency with regards to our reserve.

Legal Basis for Revenue

Florida Statutes §166.231, 180.14, 80.20

City of Miami Gardens Charter Article 4, Section 4.9 & Article 8, Sections 8.3 & 8.4

City of Miami Gardens Ordinance 2007-16-122

Special Requirements: None.

Fund/Account Number: Stormwater Utility Fund
401-00-00-389-900-00

Use of Revenue: Restricted to stormwater uses.

Method/Frequency of Payment: N/a.

Basis for Budget Estimate

Budgeted amount is based on prior year's audit or estimate if audit is not complete.

<i>Fiscal Year</i>	Collection History	
	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 09	\$1,159,901	
FY 10	\$1,375,440	18.58%
FY 11	\$1,250,982	-9.05%
FY 12	\$1,225,840	-2.01%
FY 13	\$1,422,103	16.01%
FY 14	\$1,708,955	20.17%
FY 15	\$2,362,274	38.23%
FY 16	\$2,391,155	13.92%
FY 17*	\$2,718,020	1.00%
FY 18**	\$2,892,612	6.42%

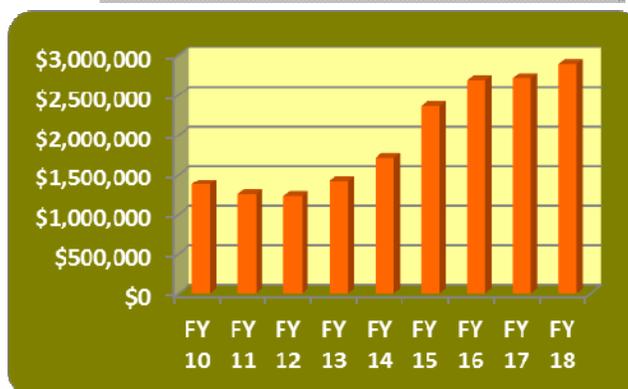
* Estimated

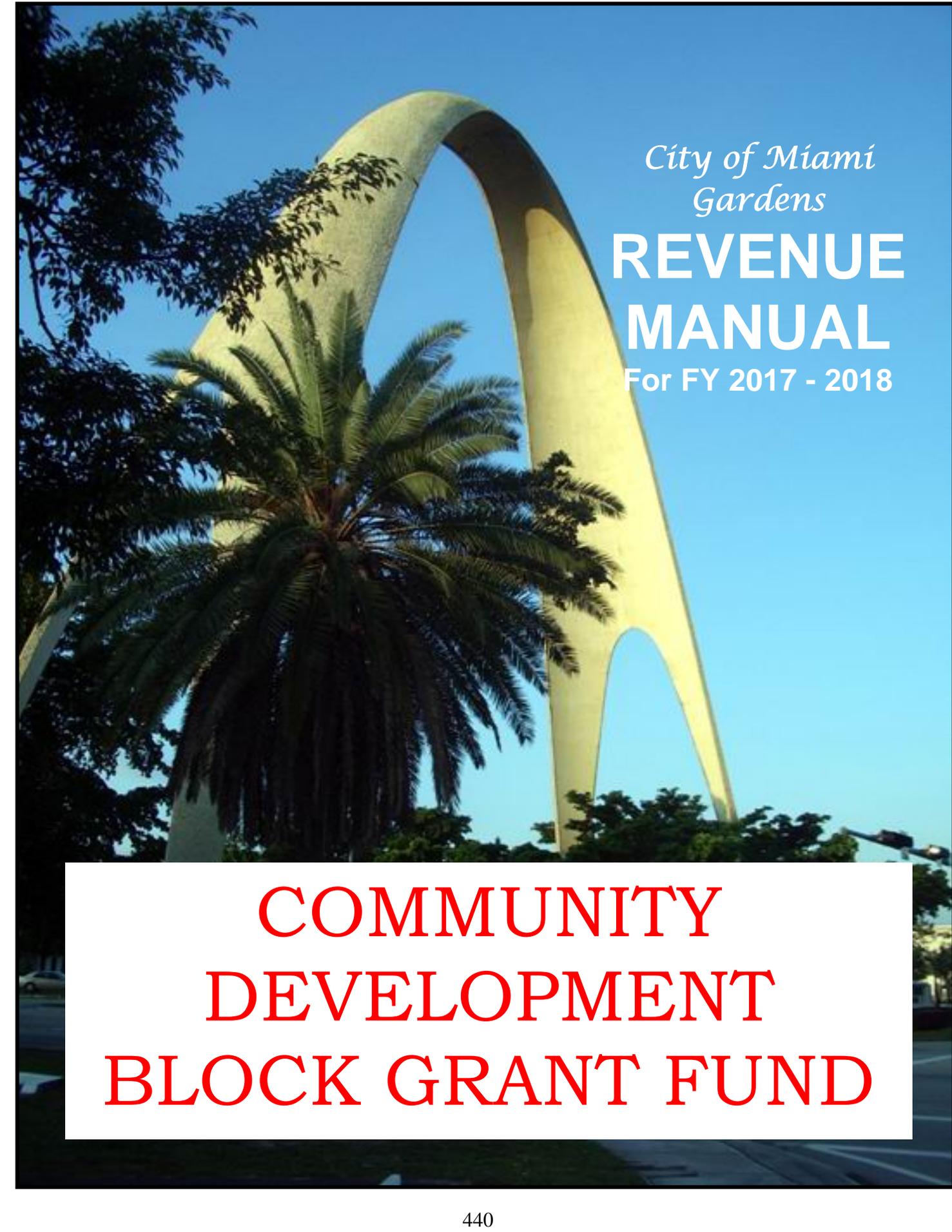
Discussion

The City budgets its entire fund balance in all of its operating funds. Most of the funds appropriated in this manner are from previously, unspent Stormwater Fees.

It is anticipated that the reserve will serve primarily as the funding source for any required match on stormwater grants that the City receives.

**History of Budgeted Fund Balance
Reserve in the Stormwater Utility Fund**





*City of Miami
Gardens*

**REVENUE
MANUAL**
For FY 2017 - 2018

**COMMUNITY
DEVELOPMENT
BLOCK GRANT FUND**

Grants and Donations

Revenue Description

Periodically, the City is awarded construction grants from other governmental agencies or private organizations. These grants are usually specific to a particular project. Revenue may be received in advance of the actual performance, but more usual is for the revenues to be received after completion of the activity for which the grant was awarded.

Often, partial draw downs on the grants can be effectuated upon completion of various milestones of progress toward the completion of the activity.

Legal Basis for Revenue

Florida Statutes §166.231
 City of Miami Gardens Charter Article 4, Section 4.9
 City of Miami Gardens Ordinance 2007-16-122

Special Requirements

None.

Fund/Account Number

104-00-00-331-000-00 (Community Development Block Grant)

Use of Revenue

CIP Fund. Restricted to the purpose for which it was received.

Method/Frequency of Payment

Basic grant is by entitlement on a yearly basis. Other donations and grants are received on an occasional basis. There is no set frequency.

Basis for Budget Estimate

Estimate for the budget is based on approved or pending grant awards.

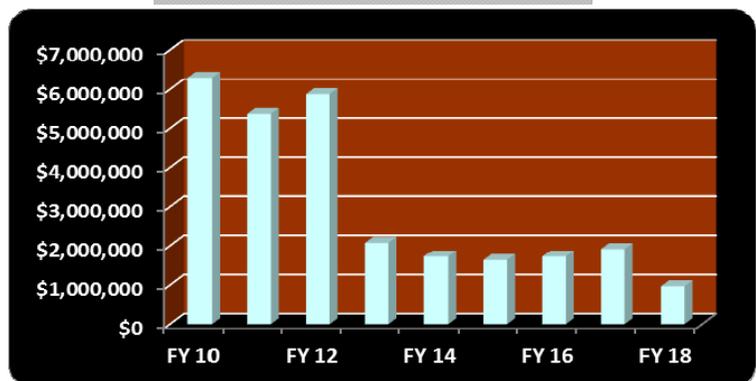
Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$6,293,302	69.65%
FY 11	\$5,379,937	-14.51%
FY 12	\$5,883,794	9.37%
FY 13	\$2,069,751	-64.82%
FY 14	\$1,727,704	-16.53%
FY 15	\$1,638,977	-5.14%
FY 16	\$1,727,116	5.38%
FY 17*	\$1,918,7411	11.10%
FY 18**	\$971,071	-49.39%

* Available funds to be spent

** Projected Awarded amount

History of Grants and Donations in the Community Development Fund



Discussion

The City received its first CDBG Grant as an entitlement city in FY-07 after completing its Consolidated Plan. As a result of Hurricane Wilma, the City received grant assistance from the State of Florida for repair and hardening of residential structures throughout the City. The City also received a grant from HUD via Miami-Dade County for a façade renovation program.

In FY-09, the City received approximately \$6.7 million in Neighborhood Stabilization Funds (NSP) in addition to smaller awards from the federal government. In FY-10, the City has been awarded additional NSP funding as well as several ARRA (Stimulus) funding grants. This funding for the NSP grants are exhausted in FY 2012.

Since FY 2012, the City only received award for the CDBG Grant. This is a reimbursable grant, until expenses are incurred, the City cannot draw on the funding.



*City of Miami
Gardens*

REVENUE MANUAL

For FY 2017 - 2018

STATE HOUSING INITIATIVE PARTNERSHIP GRANT FUND

Grants

Revenue Description

The State Housing Initiatives Partnership (SHIP) Program was created for the purpose of providing funds to counties and eligible municipalities as an incentive for the creation of local housing partnerships, to expand production and preservation of affordable housing, to further the housing element of local government comprehensive plans specific to affordable housing, and to increase housing-related employment. Portions of the documentary stamp tax are transferred into the Local Government Housing Trust Fund for distribution to eligible county and municipal governments to fund the implementation of local housing assistance plans.

Legal Basis for Revenue

Laws of Florida, Chapter 2007-198
 Florida Statutes §201.15 and §420.9071(9)
 City of Miami Gardens Charter Article 4, Sec. 4.9
 City of Miami Gardens Ordinance 2007-16-122

Special Requirements

A county or eligible municipality seeking approval to receive its share of the local housing distribution must adopt an ordinance containing several provisions. Additional procedures exist regarding the local government’s submission of its local housing assistance plan.

Fund/Account Number: 103-00-00-331-000-00

Use of Revenue

The City must expend its portion of the distribution only to implement a local housing assistance plan. Proceeds may not be expended for the purpose of providing rent subsidies; Additionally, funds may not be pledged to pay the debt service on any bonds.

Method/Frequency of Payment

Basic grant is by entitlement on a yearly basis.

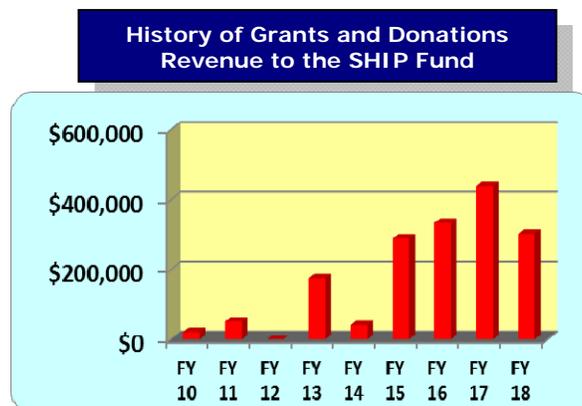
Basis for Budget Estimate

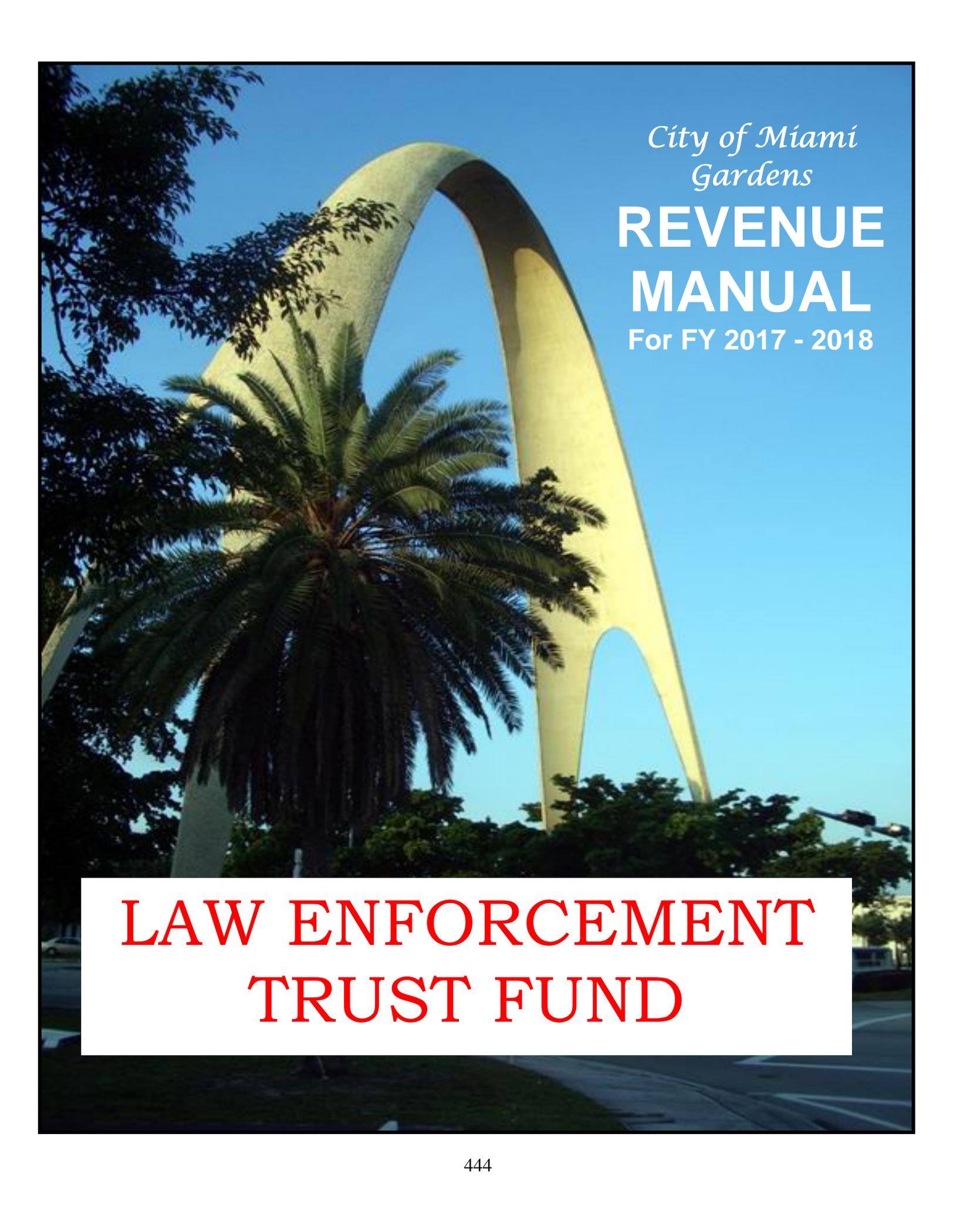
Estimate for the budget is based on approved or pending grant awards.

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$20,882	-96.56%
FY 11	\$50,914	143.82%
FY 12	\$0	-100.00%
FY 13	\$174,480	100.00%
FY 14	\$40,767	-76.64%
FY 15	\$289,264	609.55%
FY 16	\$333,898	15.43%
FY 17	\$439,663	31.68%
FY 18	\$302,383	-31.22%

Discussion

The City received its first SHIP Grant in FY-07 after completing its Housing Assistance Plan. Funds have been used exclusively for single family housing rehab thus far. There will be no allocation of funds in Florida for FY-12. Since FY 15, the allocation was increased until FY 18, that was reduced to \$302,383.





*City of Miami
Gardens*

**REVENUE
MANUAL**
For FY 2017 - 2018

**LAW ENFORCEMENT
TRUST FUND**

Law Enforcement Trust Fund (L.E.T.F.) Revenue

Revenue Description

Section 932.701-707, Florida Statutes, establishes the procedure for local law enforcement departments to seize contraband and sell these assets. The law enables law enforcement agencies to seize anything that was used in, or acquired with proceeds of, felonious criminal actions. The seizure is accomplished through a civil process, as opposed to the underlying criminal law-based prosecution. It requires that contraband forfeiture trust funds be used only for the expressly specified purposes set forth in the statute.

Legal Basis for Revenue

Florida Statutes §932.701-707
 City of Miami Gardens Charter Article 4, Section 4.9
 City of Miami Gardens Ordinance 2007-16-122

Special Requirements

Monies received from law enforcement seizures can only be used for specific purposes as outlined in Florida Statutes.

If the seizing agency is a county or municipal agency, the remaining proceeds shall be deposited in a special law enforcement trust fund established by the board of county commissioners or the governing body of the municipality. Such proceeds and interest earned there from shall be used for school resource officer, crime prevention, safe neighborhood, drug abuse education and prevention programs, or for other law enforcement purposes, which include defraying the cost of protracted or complex investigations, providing additional equipment or expertise, purchasing automated external defibrillators for use in law enforcement vehicles, and providing matching funds to obtain federal grants. The proceeds and interest may not be used to meet normal operating expenses of the law enforcement agency.

After July 1, 1992, and during every fiscal year thereafter, any local law enforcement agency that acquires at least \$15,000 pursuant to the Florida Contraband Forfeiture Act within a fiscal year must expend or donate no less than 15 percent of such proceeds for the support or operation of any drug treatment, drug abuse education, drug prevention, crime prevention, safe neighborhood, or school resource officer program(s). The local law enforcement agency has the discretion to determine which program(s) will receive the designated proceeds.

Fund/Account Number: 107-00-00-359-007-00

Use of Revenue

Funds are restricted per the above.

Basis for Budget Estimate

Statutes prohibit the anticipatory budgeting of these funds. Only prior year fund balance can be planned for expenditure in the budget.

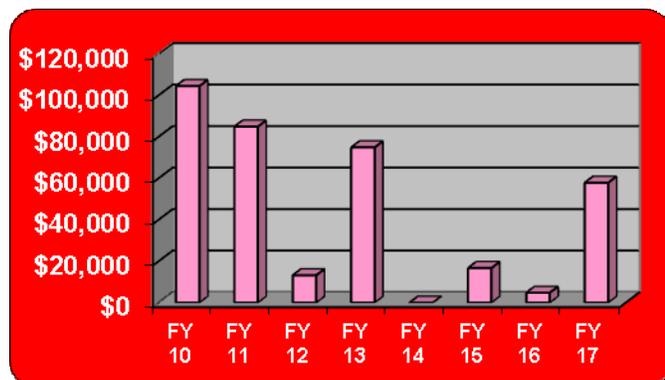
Discussion

Prior to FY-08, the City contracted with the Miami-Dade County Police Department for police services, The City did not receive L.E.T.F. funds.

Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$104,405	355.72%
FY 11	\$84,845	-18.73%
FY 12	\$13,243	-84.39%
FY 13	\$74,855	465.24%
FY 14	\$0	-100.00%
FY 15	\$16,668	100%
FY 16	\$4,806	-71.20%
FY 17*	\$57,831	1103.31%

History of Law Enforcement Trust Revenue



* Estimated

**City did not provide budget for FY 18

Other Non-Operating (Unreserved Fund Balance)

Legal Basis for Revenue

Florida Statutes §932.701-707
 Laws of Florida, Chapter 2007-198
 Florida Statutes §201.15 and §420.9071(9)
 City of Miami Gardens Charter Article 4, Section 4.9
 City of Miami Gardens Ordinance 2007-16-122

Special Requirements: Used per statutes.

Fund/Account Number:

LET Fund: 107-00-00-389-900-00

Use of Revenue

HIP Fund. Restricted to the uses for which it was originally received.

Method/Frequency of Payment

N/A. Money appropriated with budget approval.

Basis for Budget Estimate

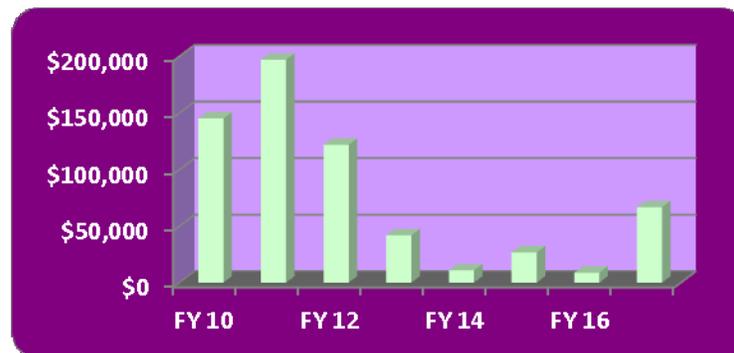
Budgeted amount is based on prior year's audit or an estimate if audit is not available at of budget time.

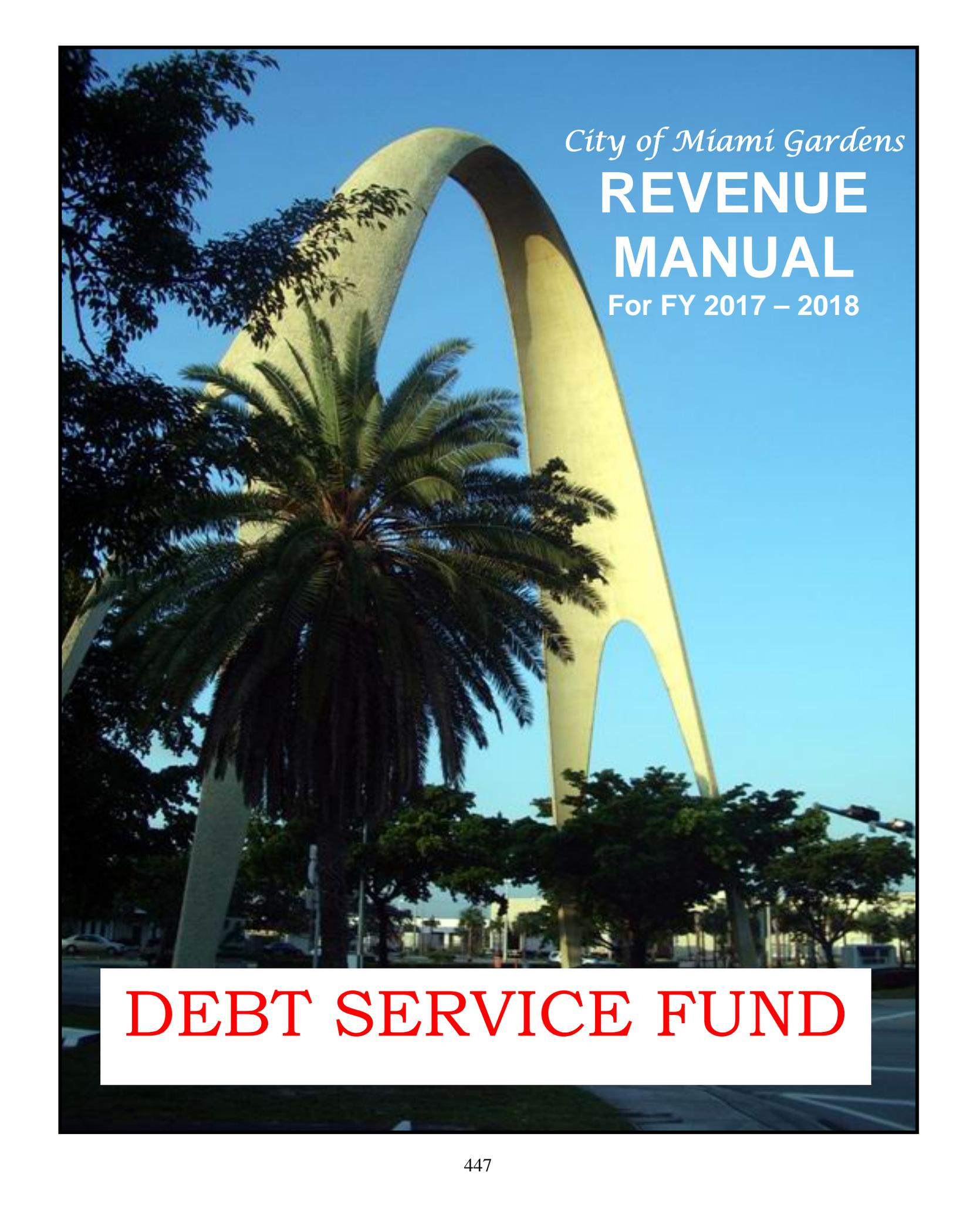
Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$144,959	259.78%
FY 11	\$196,999	35.90%
FY 12	\$121,821	-38.16%
FY 13	\$41,754	-65.73%
FY 14	\$10,781	-74.18%
FY 15	\$26,694	147.60%
FY 16	\$8,723	-67.32%
FY 17*	\$66,591	663.40%

*Estimated

History of Budgeted Fund Balance Reserve in the LETF Fund





City of Miami Gardens

REVENUE MANUAL

For FY 2017 – 2018

DEBT SERVICE FUND

Transfers-In

Revenue Description

As part of the City's internal charge system, the Debt Service Fund is generally responsible for the payment of bond and capital lease debt service for vehicle, equipment and real property purchases. Each year, the department for which the debt was issued must budget and transfer the appropriate debt service amount to the Debt Service Fund to make the bond payment.

This charge is based on the actual debt service for the various vehicles, equipment and real property purchased through bond and capital lease financing.

Legal Basis for Revenue

Florida Statutes §166.231
 City of Miami Gardens Charter Article 4, Section 4.9 and Article 8, Section 8.3 and Section 8.4
 City of Miami Gardens Ordinance 2007-16-122

Special Requirements

None.

Fund/Account Number

Debt Service Fund 201-00-00-381-000-00

Use of Revenue

Debt Service Fund. Restricted to Debt Service.

Method/Frequency of Payment

The City's Finance Department transfers total prior to the debt service payment date or on a monthly pro-rata basis.

Basis for Budget Estimate

Estimate for the budget is based on actual debt service schedule.

Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY10	\$6,637,910	10.40%
Y 11	\$9,388,361	41.44%
FY 12	\$9,866,989	5.10%
FY 13	\$8,641,617	(12.42%)
FY 14	\$8,745,307	1.20%
FY 15	\$7,612,215	-12.96%
FY 16	\$15,204,524	99.74%
FY 17*	\$9,663,778	-36.44%
FY 18**	\$14,775,032	52.89%

* Estimated
 ** Budgeted

History of Police Debt Transfer to the Debt Service Fund



Discussion

This component of the internal cost allocation system was developed in order to ensure that each department paid its fair share of the debt service from the various city financings. FY-10 and FY-11 jumps in debt service due to the issuance of two bond issues in FY-10. FY 13 reflects a decrease as one bond issuance is paid off and also utilizing the proceeds of the sale of a property to pay FY-13 debt service instead of transferring funding in from General Fund. A FY-14 increase is attributed to the \$3.7 million master lease agreement issued in FY-13. FY 16 increase is attributed to the refinancing of the Taxable Revenue Bonds Series 2009 in the amount of \$6.3 million, the proceeds was recognized in General Fund and transfer in to the Debt Service Fund. FY 18 increase is attributed the projected sale of the 15 acre property and the City will utilize the sale proceeds to payoff the loan.

Ad Valorem Taxes

Revenue Description

In April 2014, the City issued a referendum for voters approval for the issuance of General Obligation Bond to provide funding for building and improvements to Parks and Recreation facilities. The bond proceeds are also to be used for the purchase of crime prevention equipment. The referendum was passed and the General Obligation Debt was issued in July 2014. The City will levy a debt millage for 25 years to provide debt payments for this issuance. The first levy of taxes begins in FY 2015.

Legal Basis for Revenue

Florida Statutes §166.231

City of Miami Gardens Charter Article 4, Section 4.9 and Article 8, Section 8.3 and Section 8.4

City of Miami Gardens Ordinance 2014-09-320

Special Requirements

None.

Fund/Account Number

Debt Service Fund 201-00-00-311-000-00

Use of Revenue

Debt Service Fund. Restricted to GO Bond payment.

Basis for Budget Estimate

Estimate for the budget is based on actual debt service schedule.

Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 15	\$4,200,807	
FY 16	\$4,254,449	1.28%
FY 17*	\$4,134,622	-0.20%
FY 18**	\$4,222,285	2.12%

History of Ad Valorem Tax for Debt Service



*FY 17 Estimated Collection

** FY 18 Amount to Levy

Local Code Violations

Revenue Description

City, County and State codes establish various fines for civil violations of ordinances and laws.

Legal Basis for Revenue

Florida Statutes §166.231, §142.03, §316, §318

City of Miami Gardens Charter Article 4, Section 4.9 and Article 8, Section 8.3 and Section 8.4

City of Miami Gardens Ordinance 2003-01

Special Requirements: None.

Fund/Account #: GF: 001-00-00-354-103-00

Use of Revenue: General Fund, unrestricted.

Method/Frequency of Payment: Per use

Basis for Budget Estimate

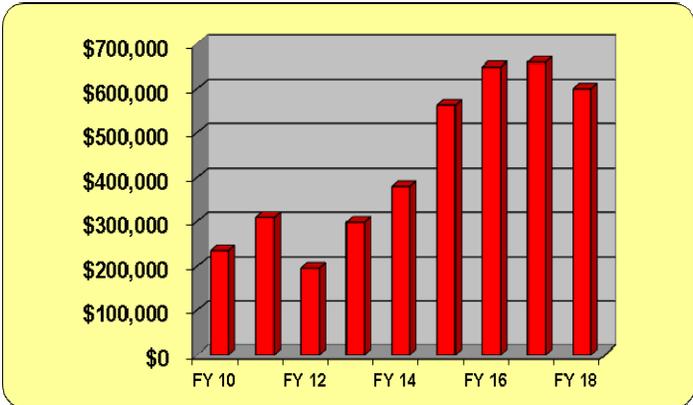
Revenue estimated on historical collections and trend analysis adjusted by any planned code enforcement activity for the coming year that may increase fines and collections.

Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$233,388	
FY 11	\$309,349	32.55%
FY 12	\$195,867	-36.68%
FY 13	\$298,390	52.34%
FY 14	\$379,653	27.23%
FY 15	\$562,799	48.24%
FY 16	\$649,144	15.34%
FY 17*	\$659,402	1.58%
FY 18**	\$600,000	-9.01%

* Estimate ** Budgeted

History of Code Enforcement Fine Revenue to



Discussion

In FY-08, the City began to actively enforce collection of the code enforcement magistrate's fines, resulting in a significant increase in collections. In FY-10, the City introduced an amnesty program to try and collect fines from large violators. While this has reduced the local code violation category, there has been a significant increase in the amnesty collections. The amnesty program has ended in FY -14 with the exception for the commercial properties.

Fee Schedule:

CODE COMPLIANCE DIVISION

H. LOCAL CODE VIOLATIONS

1	Abandoned Property Junk	\$ 250
2	Abandoned Property on Public Property	\$ 250
3	Business Tax Receipt	\$ 100
4	Certificate of Use	250
5	Commercial Vehicles	\$ 500
6	Erection of Banners on Poles	\$ 250
7	Failure to maintain Landscaping	\$ 250
8	Failure to maintain Landscaping, overgrown grass on property and right-of-way	\$ 250
9	Junk & Trash on Property	\$ 250
10	Landlord Permit	\$ 250
11	Maintenance of Property, Buildings, Structures, Walls, Fences, Signs, Pavement and Landscaping	\$ 250
12	Motorized Scooters, Go-Peds, All Terrain Vehicles and Dirt Bikes	\$ 500
13	Open Air Storage in Residential-Zoned and Commercial District	\$ 250
14	Prohibited Display of Vehicles for Sale or Advertising Devices	\$ 250
15	Public Solicitation Prohibiting the Collecting, Displaying or Selling of Merchandise or Services	\$ 500
16	Removal of Shopping Carts	\$ 250
17	Selling, Vending in Public Right-of-Way near Public Schools	\$ 500
18	Sidewalk Solicitation of Business	\$ 500
19	Storing, Depositing Junk & Trash	\$ 250
20	Sub-Dividing Single Family	\$ 500
21	Unauthorized Use	\$ 500
22	Work without a Permit	\$ 500

Alarm Permits

Revenue Description

This revenue results from the City's requirement that all audible burglar alarms in private homes and businesses be permitted prior to operation.

Legal Basis for Revenue

Florida Statutes §166.231, 180.14, 80.20

City of Miami Gardens Charter Article 4, Section 4.9 and Article 8, Section 8.3 and Section 8.4

City of Miami Gardens Ordinance 2004-06-22 and 2007-16-122

Special Requirements: None.

Fund/Account # GF: 001-00-00-329-100-00

Use of Revenue: General Fund, unrestricted.

Method/Frequency of Payment

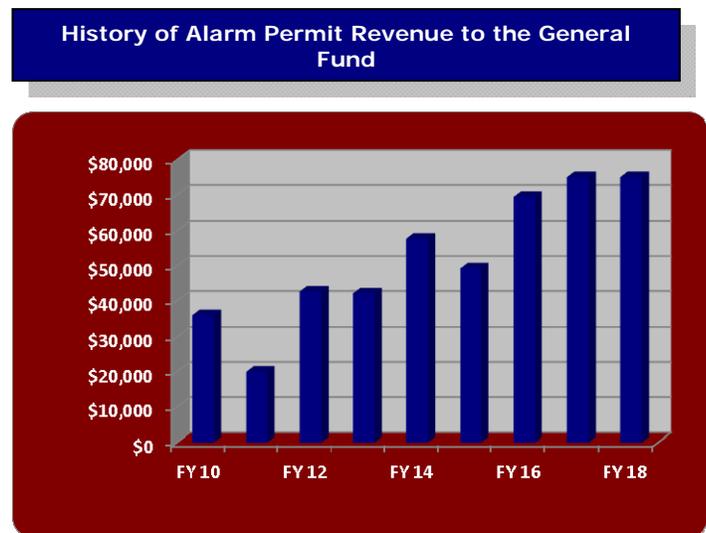
The fee is charged on an annual basis beginning April 27th through April 26th of the following year.

Basis for Budget Estimate

Estimate for the budget is based on historical receipts, plus an estimate of new businesses coming on-line during the fiscal year.

Collection History		
<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$35,867	
FY 11	\$20,046	-44.11%
FY 12	\$42,655	112.79%
FY 13	\$42,096	-1.31%
FY 14	\$57,734	37.15%
FY 15	\$49,253	-14.69%
FY 16	\$69,375	40.85%
FY 17*	\$75,000	8.11%
FY 18**	\$75,000	0.00%

* Estimated ** Budgeted



Discussion

In FY 2012, the City has contracted the service to Crywolf when reduction of revenue was experienced in FY 2011. Since then, revenues have been increasing annually and has been stabilized for the past three years.

Fee Schedule

Initial Registration Fee	\$37.00
Renewal Fee (No false alarms in previous year)	\$0.00
Renewal Fee (1 or more false alarm in previous year)	\$15.00

Total False Alarms/yr	Fine	Additional Civil Penalty-Unregistered Alarm
1st	\$0	\$50
2nd	\$50	\$100
3 rd & 4th	\$50	\$250
5 th & 6th	\$100	\$500
7 th to 10th	\$200	\$500
>10 (each)	\$500	\$500

Interest Income

Revenue Description

This revenue results from the investment of idle City funds.

Legal Basis for Revenue

Florida Statutes §166.231, 180.14, 80.20

City of Miami Gardens Charter Article 4, Section 4.9 & Article 8, Sections 8.3 & 8.4

City of Miami Gardens Ordinance 2007-16-122

Special Requirements

None.

Fund/Account Number

General Fund

001-00-00-361-100-00

Use of Revenue

General Fund, unrestricted.

Method/Frequency of Payment

Interest is credited to the City's account on a monthly basis by the respective depository.

Basis for Budget Estimate

Estimate for the budget is based on historical receipts and trend analysis and anticipated cash available for deposit.

Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$79,080	
FY 11	\$45,423	-42.56%
FY 12	\$12,524	-72.43%
FY 13	\$10,340	-17.44%
FY 14	\$9,435	-8.75%
FY 15	\$44,953	376.45%
FY 16	\$57,886	28.77%
FY 17*	\$123,931	114.09%
FY 18**	\$125,000	0.86%

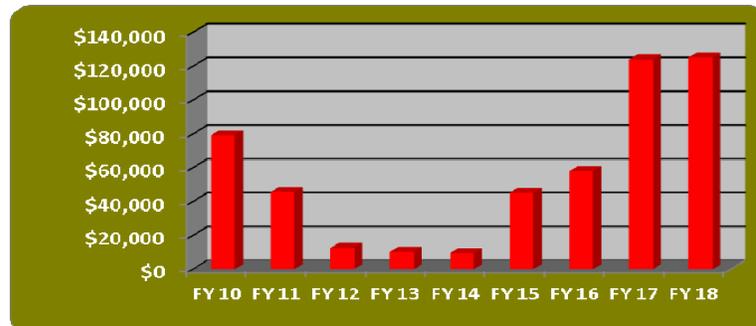
* Estimated

** Budgeted

Discussion

The higher amounts received for FY-10 generally reflect the interest earned on bond issues prior to the expenditure of the proceeds and on significantly higher market rates for interest earnings. FY 12-14 attributed to economic condition and with low interest environment, interest earnings are minimal. With City's financial conditions improve for the past three years and increase in interest rate environment, the City's interest earnings improves.

History of Earned Interest Income Revenue to the General Fund



Insurance Reimbursement

Revenue Description

This revenue reflects claims paid to the City by its insurance carrier for reported losses and from private insurance carriers for claims of damage to City property by the public. Also included are receipts from other insurers when a private vehicle damages City property.

Legal Basis for Revenue

Florida Statutes §166.231, 180.14, 80.20

City of Miami Gardens Charter Article 4, Section 4.9 and Article 8, Section 8.3 and Section 8.4

City of Miami Gardens Ordinance 2007-16-122

Special Requirements

None.

Fund/Account Number

General Fund

001-00-00-369-903-00

Use of Revenue

General Fund, unrestricted.

Method/Frequency of Payment

Occasional. No set frequency of payment.

Basis for Budget Estimate

Estimate for the budget is based on historical receipts and anticipated pending claims.

Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$271,026	
FY 11	\$200,319	-26.09%
FY 12	\$53,253	-73.42%
FY 13	\$90,217	69.41%
FY 14	\$158,798	76.02%
FY 15	\$150,980	-4.92%
FY 16	\$89,683	-40.60%
FY 17*	\$111,949	24.83%
FY 18**	\$60,000	-46.40%

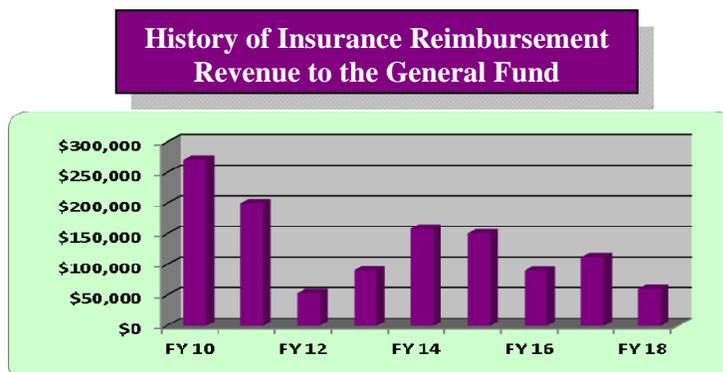
* Estimated

** Budgeted

Discussion

This revenue is difficult to anticipate as it relates to actual damage recovery from claims. It remains a small revenue and is usually used to replace the lost or damaged equipment or property. The City carries a \$10,000 deductible, thus most claims do not rise to the level required for reimbursement from our insurance carrier. The City does pursue private carriers in the event that City property is damaged in a traffic accident. The large increase in FY-09 represents the City starting its own police department. This resulted in a spate of vehicle accidents the first year. Training has reduced these significantly.

Being a reimbursement for unknown levels of damage and theft, this revenue is difficult to predict with accuracy. Staff used a conservative estimate for budgeting purposes.



Lobbyist Registration Fees

Revenue Description

The City of Miami Gardens requires all lobbyists to register with the City each fiscal year. Registration is handled by the City Clerk. No lobbyist can address staff or City Council on any issue where City action is required unless they have registered.

Legal Basis for Revenue

Florida Statutes §166.231, 180.14, 80.20

City of Miami Gardens Charter Article 4, Section 4.9 and Article 8, Section 8.3 and Section 8.4

City of Miami Gardens Ordinance 2004-02-18

City of Miami Gardens Ordinance 2007-16-122

Special Requirements: None.

Fund/Account Number: General Fund
001-00-00-369-902-00

Use of Revenue: General Fund. Unrestricted.

Method/Frequency of Payment: Occasional.

Basis for Budget Estimate: Estimate for the budget is based on historical number of registrants.

Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$7,250	
FY 11	\$3,850	-46.90%
FY 12	\$1,750	-54.55%
FY 13	\$2,250	28.57%
FY 14	\$3,000	33.33%
FY 15	\$2,500	-16.67%
FY 16	\$6,000	140.00%
FY 17*	\$7,000	16.67%
FY 18**	\$4,000	-42.86%

* Estimated
** Budgeted

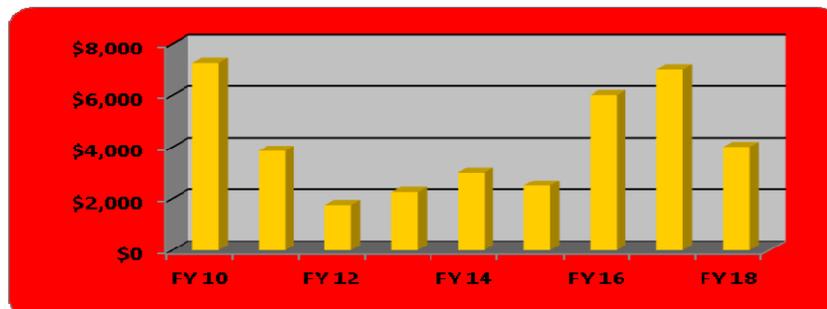
Discussion

This minor revenue remains fairly stable as the number of lobbyists tends to be mostly repeat registrations. Occasionally, a new lobbyist will register, usually in conjunction with a re-zoning. Increase in zoning activities for FY 16 and FY 17 attributed to the increase in revenue for this category. Staff estimated FY 18 on a conservative approach.

Fees

One year registration \$250.00
Late Report \$ 50.00

History of Lobbyist Registration Revenue to the General Fund



Grants and Donations

Revenue Description

Periodically, the City is awarded grants from other governmental agencies or private organizations. These grants are usually specific to a particular activity. Revenue may be received in advance of the actual performance, but more usual is for the revenues to be received after completion of the activity for which the grant was awarded. Often, partial draw downs on the grants can be effectuated upon completion of various milestones of progress toward the completion of the activity. With the creation of the Capital Improvement Fund and Grant Fund in FY 2013, most grants for capital improvements that were previously received in the General Fund are now managed in the CIP Fund and grants for a specific related expenses not involving staffing or normal operating expenses are recognized at the Grant Fund.

Legal Basis for Revenue

Florida Statutes §166.231, 180.14, 80.20
 City of Miami Gardens Charter Article 4, Section 4.9
 City of Miami Gardens Ordinance 2007-16-122

Special Requirements

None.

Fund/Account Number

General Fund

001-00-00-331-200-00 (Federal)
 001-00-00-334-300-00 (State)
 001-00-00-337-300-00 (Local)

FY-11 and thereafter

001-00-00-337-202-00 Byrne Grant for Police
 001-00-00-331-203-00 COPS Grant

Use of Revenue

General Fund. Restricted to the purpose for which it was received.

Method/Frequency of Payment

Occasional. No set frequency.

Basis for Budget Estimate

Estimate for the budget is based on approved grant awards and projected donations.

Discussion

The history of grants and donations to the General Fund is very uneven. Until FY-07, most grants were recorded in the General Fund; however, as the City created additional funds, grants and donations were shifted to the appropriate receiving fund.

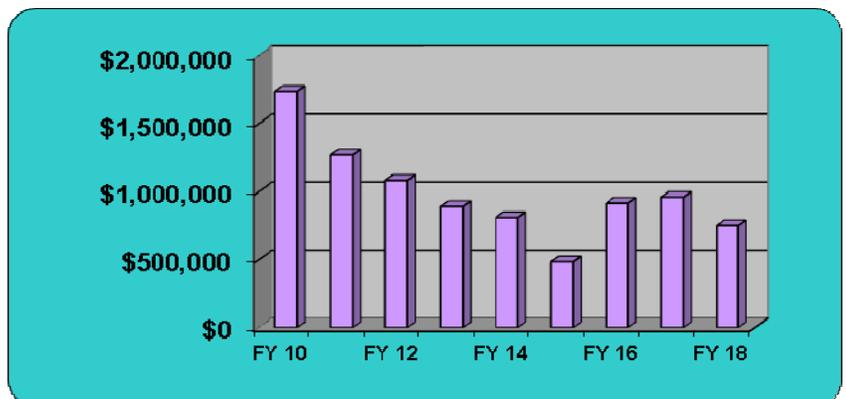
Increase in FY-10 is attributed to the City receiving over \$1,000,000 in ARRA grants for overtime in the police department which was received to assist in the security of the Super Bowl, Orange Bowl and the Pro Bowl. FY 11 and FY 12 is attributed to COPS grant awarded for additional 10 police officers. FY 16 and FY 17 increase is attributed to COPS IV awarded in FY 2015 and sponsorships received for Special Events. COPS III grant will be exhausted after two quarters in FY 18, reducing the revenue for FY 18.

Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% Increase/ (Decrease)</i>
FY 10	\$1,734,709	
FY 11	\$1,266,438	-26.99%
FY 12	\$1,081,193	-14.63%
FY 13	\$888,989	-17.78%
FY 14	\$807,834	-9.13%
FY 15	\$482,716	-40.25%
FY 16	\$913,090	89.16%
FY 17*	\$957,559	4.87%
FY 18**	\$747,155	-21.97%

* Estimated ** Budgeted

History of Grants and Donations Revenue to the General Fund



Jazz-in-the-Gardens Festival

Revenue Description

Since 2006, the City has sponsored and run a spring Jazz festival. This is a 2-day event featuring major singing talent from across the nation. A major component in this festival is the raising of sponsorship funds to underwrite the events costs. The festival also brings in revenues from food and merchandise vendors. Ticket sales constitute the largest single source of revenue. In FY-10, the festival turned its first "profit" over \$100,000. For FY 15, the City recognized a profit of over \$450,000. In FY-16, ticket sales were low.

Legal Basis for Revenue

Florida Statutes §166.231, 180.14, 80.20
City of Miami Gardens Charter Article 4, Section 4.9

Special Requirements: None.

Fund/Account Number

001-00-00-347-415-00 to
001-00-00-347-417-00

Use of Revenue

General Fund. Unrestricted.

Method/Frequency of Payment

Occasional. No set frequency.

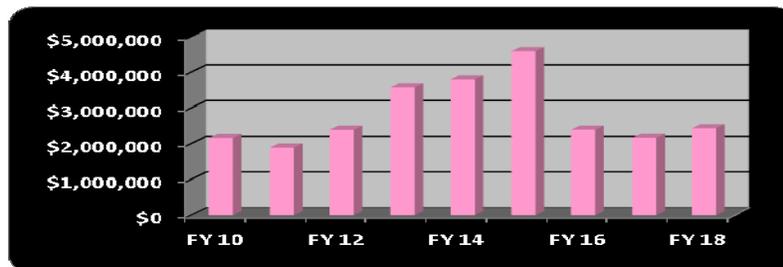
Basis for Budget Estimate

Estimate for the budget is based on past experience.

Collection History		
<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$2,163,267	
FY 11	\$1,884,826	-12.87%
FY 12	\$2,376,793	26.10%
FY 13	\$3,581,849	50.70%
FY 14	\$3,786,878	5.72%
FY 15	\$4,582,877	21.02%
FY 16	\$2,379,042	-48.09%
FY 17*	\$2,169,015	-8.83%
FY 18**	\$2,419,744	11.56%

* Estimated
** Budgeted

**History of Grants and Donations
Revenue to the General Fund**



Discussion

The City's annual jazz festival has seen a dramatic increase in its size, attendance and funding since its inception in FY-06. In FY-10, the festival came in under budget. Since FY-11, the City engaged a professional sponsorship-raising firm to assist in fund raising. FY-16 the ticket sales were low, but the City is projecting that the ticket sales will regain in FY-17.

Police Department Fees/Revenues

Revenue Description

Various fees for certain activities and services such as photocopies, fingerprints. etc. Most of these are relatively small in income and are grouped together as "Police Miscellaneous Revenues"

Legal Basis for Revenue

Florida Statutes §166.231, 180.14, 80.20

City of Miami Gardens Charter Article 4, Section 4.9 and Article 8, Section 8.3 and Section 8.4

City of Miami Gardens Ordinance 2007-16-122

Special Requirements: None.

Fund/Account Number

General Fund

001-00-00-342-100-00

Use of Revenue: General Fund. Unrestricted.

Method/Frequency of Payment

Occasional

Basis for Budget Estimate

Estimate for the budget is based on historical collection levels.

Collection History		
<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$73,095	
FY 11	\$64,393	-11.91%
FY 12	\$66,243	2.87%
FY 13	\$41,362	-37.56%
FY 14	\$130,529	215.58%
FY 15	\$142,248	8.98%
FY 16	\$71,799	-49.53%
FY 17*	\$35,000	-51.25%
FY 18 **	\$35,000	0.00%

*Estimated ** Budgeted

Discussion

This minor revenue has remained steady. Off-Duty fees are accounted for separately. FY 14 and FY 15 revenue is higher are attributed to proceeds deposited from Property Room that expired the time limit.



Police Department Fees

Service Fees	Amount	Note
One Sided document copy	\$.15 per page	FSS 119
Two Sided document copy	\$.20 per page	FSS 119
Police Report	\$.15 per page	
Motor Vehicle Accident Report	See above	
Certified Copies	\$1.00 per page	FSS 119
Local (Miami-Dade) records name check (Residents Only)	\$5.00	
Fingerprinting (Residents Only)	\$5.00	
Parade Permit; Block Party; Broadcast Permit (Noise Permit)	See: Misc. Revenues	
Zero Tolerance Signs	First sign free; \$15.00 ea addl.	
Pre-arrest Diversion administrative fees for participation in program	\$250.00	
Pre-arrest Diversion counseling fee	\$100.00 paid directly to service provider	
*Off Duty Fees	Amount	
Police Officer	\$44.00	3 hr min
*Police Sergeant/Captain	\$50.00	3 hr min
Overtime Off Duty Detail	Employee Actual Salary	

* Supervisors will only be compensated at the supervisor's rate when the detail necessitates that officer work in a supervisory capacity.

** Off Duty rate includes the officer's vehicle

Off-Duty Police Revenues

Revenue Description

Since creating the police department in December 2007, the department has had numerous requests for off-duty officers to protect various businesses and events. The City established a fee structure and regulations and procedures for officers working private duty and began the service. The business pays the estimated amount up-front, and the officers are subsequently paid by the City.

Legal Basis for Revenue

Florida Statutes §166.231, 180.14, 80.20

City of Miami Gardens Charter Article 4, Section 4.9 and Article 8, Section 8.3 and Section 8.4

Special Requirements: None.

Fund/Account Number

General Fund

001-00-00-342-105-00

Use of Revenue: General Fund. Unrestricted.

Method/Frequency of Payment

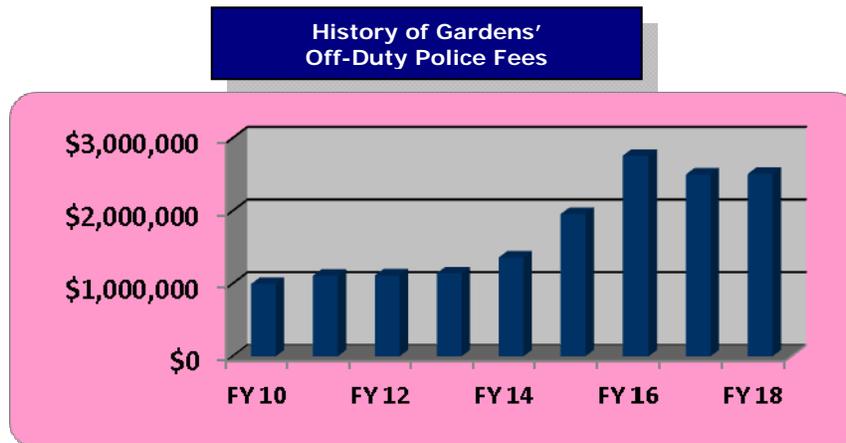
Occasional.

Basis for Budget Estimate

Estimate for the budget is based on historical collection levels.

Collection History		
<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$993,550	
FY 11	\$1,107,718	11.49%
FY 12	\$1,111,917	0.38%
FY 13	\$1,141,791	2.69%
FY 14	\$1,358,199	18.95%
FY 15	\$1,955,633	43.99%
FY 16	\$2,756,622	40.96%
FY 17*	\$2,500,000	-9.31%
FY 18**	\$2,507,947	0.32%

* Estimated **Budgeted



Discussion

This revenue is a major source of extra funds for police officers who choose to work extra hours. Revenues continued to increase for the past few years.

Miscellaneous General Fund Fees/Revenues

Revenue Description

Various City departments have fees for certain activities and services. Most of these are relatively small in income and are grouped together as "Miscellaneous Revenues."

Legal Basis for Revenue

Florida Statutes §166.231, 180.14, 80.20

City of Miami Gardens Charter Article 4, Section 4.9 and Article 8, Section 8.3 and Section 8.4

City of Miami Gardens Ordinance 2007-16-122

Special Requirements: None.

Fund/Account Number: General Fund
001-00-00-369-000-00

Use of Revenue: General Fund. Unrestricted.

Method/Frequency of Payment: Occasional.

Basis for Budget Estimate

Estimate for the budget is based on conservative approach of what receipts should be.

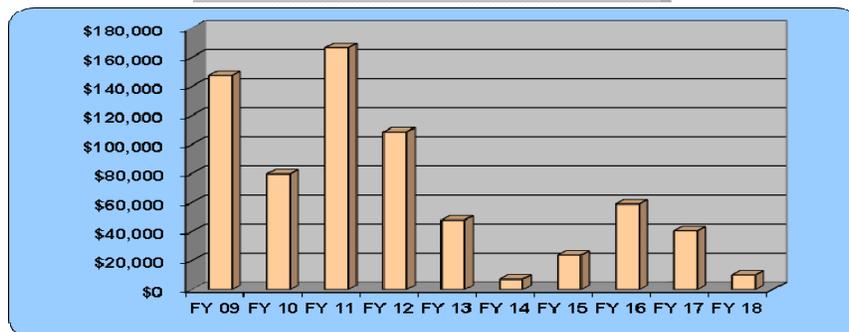
Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$79,534	-46.09%
FY 11	\$166,599	109.47%
FY 12	\$108,571	-34.83%
FY 13	\$47,868	-55.91%
FY 14	\$7,125	-85.12%
FY 15	\$23,887	235.26%
FY 16	\$58,905	146.60%
FY 17*	\$40,406	-31.40%
FY 18**	\$10,000	-75.25%

* Estimated

** Budgeted

History of Miscellaneous Revenue to the General Fund



Discussion

This minor revenue has experienced wide fluctuation due to the reclassifications of various revenue which at one time or another had been accounted for here.

Towing Fees (Resolution #2011-50-1443)

Fund/Account Number: General Fund
001-00-00-329-700-00

Annual Towing Application Fee	\$525.00
Renewal Fee	\$367.50
Late Renewal Fee	\$682.50
Permit Decal (up to 10)	No charge
Permit Decal (>10)	\$2.63 each

City Clerk Fees

Photocopies	Free
< 21 pages	
> 20 pages	\$.15 per page
> 100 pages or major research	Time & materials
E-Mail Agenda	No charge
Regular Agenda	No Charge
Full Agenda Package	\$30.00/year
CD of Minutes/Meeting	\$10.00
Red Light Camera Special Masters	\$150.00
Hearing administrative fee	

Major Research (>30 Actual cost plus \$20 overhead
(Estimated in excess of 1/2 hour)
(1/2 fee must be paid prior to work commencing)

Special Event Fees

Resolution # 2011-66-1459:

Fund/Account Number: General Fund
001-00-00-329-600-00)

More than 30 days prior to event	
Small Activity/Event (<300)	\$157.50
Large Activity/Event (>300)	\$315.00
Less than 30 days prior to event	
Small Activity/Event (<300)	\$315.00
Large Activity/Event (>300)	\$630.00
Expedited 7-13 days	\$500.00
Expedited 0-6 days	\$1,000.00
Broadcast, block party; and Tent Sales	
Broadcast – Residential	\$10.50
Broadcast – Residential (<15 days)	\$21.00
Broadcast – Commercial	\$26.25
Block Party Permit	\$52.50
Broadcast – Commercial (<15 days)	\$52.50
Rental Tent Sale (Incl: Christmas, 4 th)	\$262.50
Special Event – Non-Profit Corporation	
Small Activity/Event	\$105.00
Small Activity/Event (<15 days)	\$210.00
Large Activity/Event	\$210.00
Large Activity/Event (<15 days)	\$420.00

Registration of Vacant & Foreclosed Properties

(Reso. # 2011-68-1461

Fund/Account Number: General Fund
001-00-00-369-905-00)

Annual Registration Fee	\$150.00
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Rebates

Revenue Description

The City periodically receives rebates based on purchases or from our insurance carrier or our P-Card vendor. These revenues are accounted for here.

Legal Basis for Revenue

Florida Statutes §166.231, 180.14, 80.20

City of Miami Gardens Charter Article 4, Section 4.9 & Article 8, Sections 8.3 & 8.4

Special Requirements: None.

Fund/Account Number: General Fund
001-00-00-369-906-00

Use of Revenue: General Fund. Unrestricted.

Method/Frequency of Payment

N/A. Money appropriated with budget approval.

Basis for Budget Estimate

Budgeted amount is based on prior year's receipts.

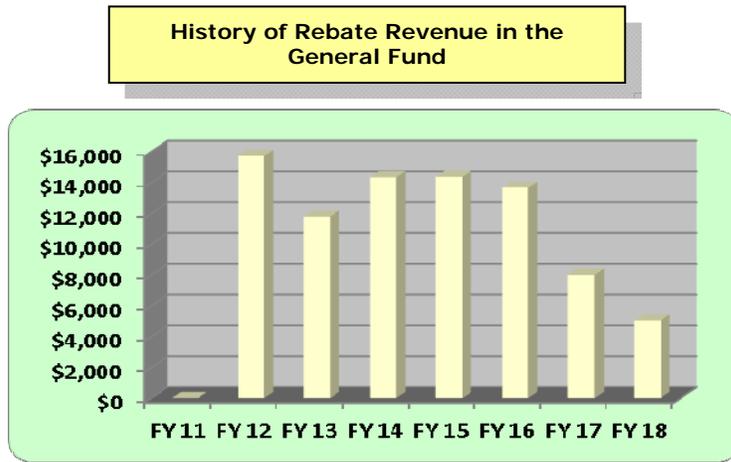
Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 11	\$0	
FY 12	\$15,702	100.00%
FY 13	\$11,787	-24.93%
FY 14	\$14,313	21.43%
FY 15	\$14,360	0.33%
FY 16	\$13,639	-5.02%
FY 17*	\$8,000	-41.34%
FY 18**	\$5,000	-37.50%

* Estimated ** Budgeted

Discussion

Prior to FY-11, Rebates were lumped into the "Miscellaneous Revenue" classification. In FY-09, the City began a purchasing card program that provides for rebates if spending thresholds are met.



Other Non-Operating (Reappropriation of Unassigned Fund Balance)

Revenue Description

Depends on the budget funding and expenditures, there may be the need of utilizing unassigned fund balance to balance the budget for the next fiscal year.

Legal Basis for Revenue

Florida Statutes §166.231, 180.14, 80.20

City of Miami Gardens Charter Article 4, Section 4.9 & Article 8, Sections 8.3 & 8.4

City of Miami Gardens Ordinance 2007-16-122

Special Requirements: None.

Fund/Account #: GF - 001-00-00-389-901-00

Use of Revenue: General Fund. Unrestricted.

Method/Frequency of Payment: N/A.

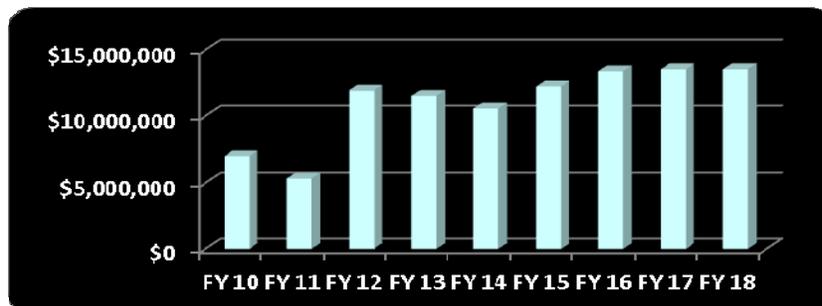
Basis for Budget Estimate: Prior year's audit.

Fund Balance History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$6,990,399	
FY 11	\$5,330,412	-23.75%
FY 12	\$11,877,447	122.82%
FY 13	\$11,496,221	-3.21%
FY 14	\$10,549,565	-8.23%
FY 15	\$12,192,163	15.57%
FY 16	\$13,409,444	9.98%
FY 17*	\$13,563,587	1.15%
FY 18*	\$13,563,587	0.00%

* Estimated

History of Unreserved Fund Balance in the General Fund



Discussion

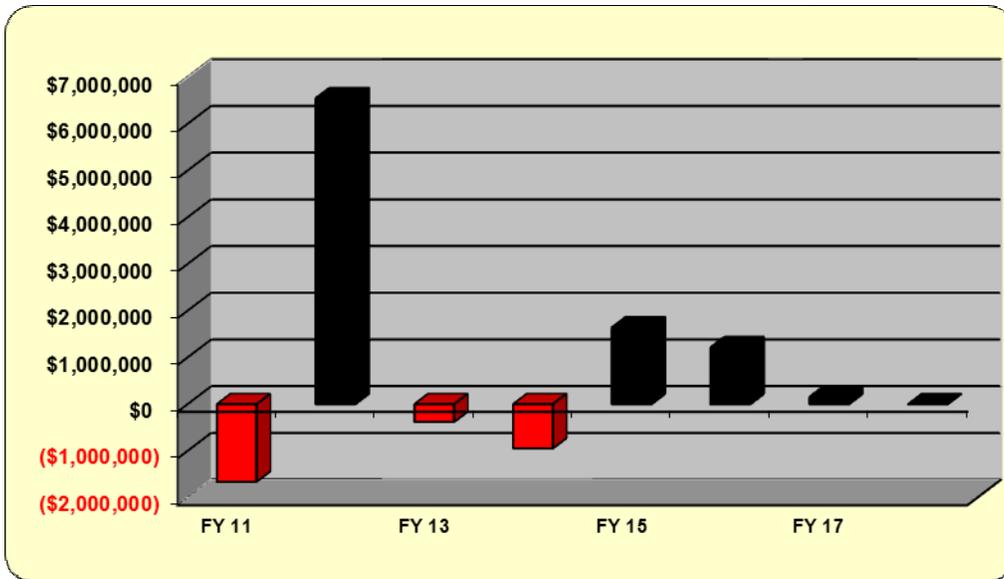
In FY-10 and FY 11, the revaluation of property coupled with several cuts in state revenue, lead to the use of fund balance at year-end. In FY-12, the City received a settlement from the County adding and increased its millage rate to re-build the fund balance. FY-15 increase is attributed to a one time retro payment of approximately \$1 million for the telecommunication tax due to audit performed by the State to the carriers.

Increase/decrease in Fund Balance

<i>Fiscal Year</i>	<i>Amount</i>
FY 10	(\$2,568,727)
FY 11	(\$1,659,987)
FY 12	\$6,547,035
FY 13	(\$318,226)
FY 14	(\$946,656)
FY 15	\$1,642,598
FY 16*	1,217,281
FY 17*	154,143

* Estimated

History of Unassigned Fund Balance in the General Fund (Increase/Decrease)



Red Light Camera Fines

Revenue Description

This revenue results from an agreement between the City of Miami Gardens and American Traffic Solutions to administer the City Red-Light Camera program. This program uses a series of camera to detect and report drivers running red lights at selected intersections throughout the City.

Legal Basis for Revenue

Florida Constitution, Article VII, Section 2

Florida Statutes Chapters 166, 316.008

City of Miami Gardens Charter Article 4, Section 4.9 & Article 8, Sections 8.3 & 8.4

City of Miami Gardens Ordinance 2007-26-132; 2010-06-214; 2010-16-224

Special Requirements: None.

Fund/Account Number: General Fund
001-00-00-359-010-00

Use of Revenue

General Fund, unrestricted.

Method/Frequency of Payment

Payment is made to the City on a monthly basis.

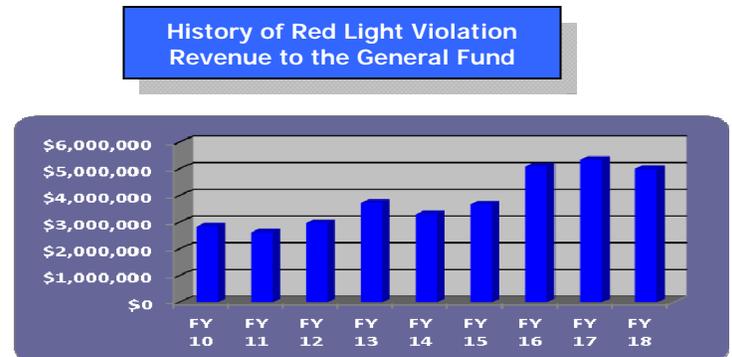
Basis for Budget Estimate

Budget estimate is based on anticipated violations.

Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$2,838,464	
FY 11	\$2,621,822	-7.63%
FY 12	\$2,966,596	13.15%
FY 13	\$3,726,246	25.61%
FY 14	\$3,298,836	-11.47%
FY 15	\$3,670,993	11.28%
FY 16	\$5,088,972	38.63%
FY 17*	\$5,344,718	5.03%
FY 18**	\$5,000,000	-6.45%

*Estimated ** Budgeted



Discussion

City Council approved the Red-Light Camera Enforcement Program on May 23, 2007. The City entered into an agreement with American Traffic Solutions, Inc. to administer the program. The first five cameras became operational in January 2009. Two new cameras were installed in summer 2009.

In FY-10, the State Legislature adopted a statewide Red Light Camera Bill. They raised rates but cut the amount the City receives. This program began July 1, 2010. In FY-15 the City currently has 28 cameras. Appeals/disputes are handled by the County Court as well as the City depends on the number of days of delinquencies and when the appeals are filed. In FY-16 and FY 17 the City conducted two hearings per month which contributed to part of the increase in this revenue. Since most of the red light cases are up to-date, the City will resume back to one hearing a month in FY 2018.

Fee Schedule:

Red Light Camera Violation	\$158
Administrative Hearing	\$50
Court Fees Upheld – no Administrative Hearing	\$75
Court Fees Upheld with Administrative Hearing	\$150

Certificate of Re-Occupancy Fee

Revenue Description

As part of the City's code enforcement services, City Council established a program of inspection upon the sale of a residence. Prior to closing, a buyer must get a Certificate of Re-Occupancy.

In order to receive the certificate, a home buyer must make application to the Code Compliance Division to have the home inspected prior to the closing. The purpose of the inspection will be to verify that there are no outstanding zoning, use or setback violations on the property.

Legal Basis for Revenue

Florida Statutes §166.231

City of Miami Gardens Charter - Article 4, Section 4.9 and Article 8, Section 8.3 and Section 8.4

City of Miami Gardens Ordinance 2009-004-176

Special Requirements

None.

Fund/Account Number

General Fund

001-00-00-322

Use of Revenue

General Fund. Unrestricted.

Method/Frequency of Payment

Payment upon application.

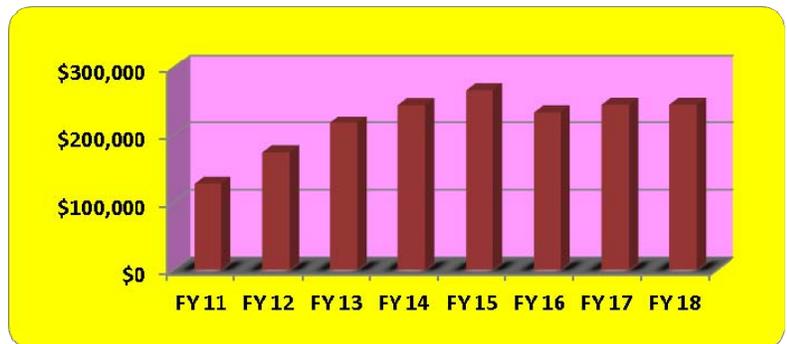
Basis for Budget Estimate

Historical receipts.

Collection History		
<i>Fiscal Year</i>	<i>Amount</i>	<i>Increase/ (Decrease)</i>
FY 11	\$126,602	
FY 12	\$174,028	34.46%
FY 13	\$217,300	24.86%
FY 14	\$244,331	12.44%
FY 15	\$266,166	8.94%
FY 16	\$233,785	-12.17%
FY 17*	\$245,000	4.80%
FY 18**	\$245,000	0.00%

* Estimated ** Budgeted

History of THE Certificate of Re-Occupancy Fee in the General Fund



Discussion

In 2009, the City Council received many horror stories about foreclosed homes and their physical condition and continuing violations.

As a result, the City Council implemented a Certificate of Occupancy Certificate program requiring all home for sale, have a City-issued certificate prior to closing.

Fee Schedule

Application Fee	\$175.00
Conditional Re-Occupancy	\$216.30
Re-Inspection Fee	\$27.30

Slot Machine Revenues

Revenue Description

This revenue results from an agreement between the City of Miami Gardens and Calder Race Course. On January 29, 2008, voters did, in fact, approve the addition of slot machines at the County's three pari-mutuel site, one of which is Calder Race Course in the City of Miami Gardens.

Legal Basis for Revenue

Florida Constitution, Article X, Section 23
 Florida Statutes Chapter 550, 849.16
 City of Miami Gardens Charter Article 4, Section 4.9 & Article 8, Sections 8.3 & 8.4
 City of Miami Gardens Resolution 2007-181-687

Special Requirements: None.

Fund/Account Number: General Fund
 001-00-00-369-400-00

Use of Revenue: General Fund, unrestricted.

Method/Frequency of Payment

Payment is made to the City on a monthly basis.

Basis for Budget Estimate

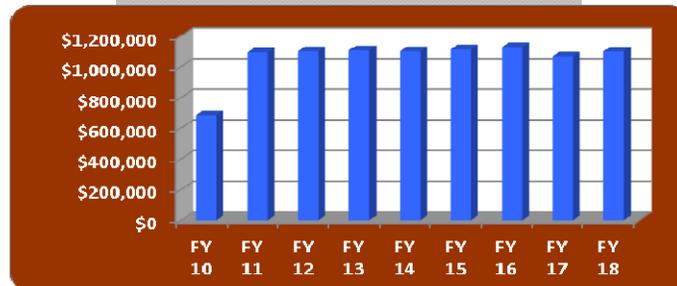
Compensation to the City consists of a payment of 1.5% of the Gross Slot Revenues generated at Calder on the first \$250 million and 2.5% for all revenue in excess of \$250,000,000.

Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY10	\$682,636	
FY 11	\$1,093,385	60.17%
FY 12	\$1,100,959	0.69%
FY 13	\$1,106,907	0.54%
FY 14	\$1,100,476	-0.58%
FY 15	\$1,113,324	1.17%
FY 16	\$1,128,256	1.34%
FY 17*	\$1,067,691	-5.37%
FY 18**	\$1,100,000	3.03%

* Estimated
 ** Budgeted

History of Slot Machine Revenue to the General Fund



Discussion

Although the referendum was approved on January 29, 2008, by the voters of Miami-Dade County. Construction on the casino began in mid-2009 and is expected to be completed by Super Bowl Sunday in 2010. The City received partial-year revenue in FY-2010. FY 2017 reduction is attributed to building permits issued at Calder for improvements to the facility and the agreement entered between Calder and the City is that the City will provide credit of the permits to this revenue source.

Towing Franchise Fee

Revenue Description

This revenue results from towing of private vehicles due to an accident or code enforcement. The fee is paid by the City's contracted two firm.

Legal Basis for Revenue

Florida Constitution, Article X, Section 23
 Florida Statutes Chapter 550, 849.16
 City of Miami Gardens Charter Article 4, Section 4.9 & Article 8, Sections 8.3 & 8.4
 City of Miami Gardens Resolution 2007-181-687
 City of Miami Gardens Ordinance 2008-08-144

Special Requirements

None.

Fund/Account Number

General Fund
 001-00-00-323-4001-00

Use of Revenue

General Fund, unrestricted.

Method/Frequency of Payment

Payment is made to the City on a monthly basis.

Basis for Budget Estimate

History of collections.

Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$41,865	
FY 11	\$34,770	
FY 12	\$150,000	331.41%
FY 13	\$150,000	0.00%
FY 14	\$150,000	0.00%
FY 15	\$112,500	-25.00%
FY 16	\$125,000	11.11%
FY 17*	\$100,000	-20.00%
FY 18**	\$100,000	0.00%

*Estimated ** Budgeted

History of Towing Franchise Revenue



Discussion

When the City initiated its police department, there came a need to occasionally tow vehicles from crash scenes. The City contracted with a local towing company for this service. The City was paid a set amount per tow, The City's Code Enforcement also uses this service for junk and abandoned vehicles. In FY-12, the City re-bid the franchise and settled for a flat yearly fee of \$150,000. The vendor in FY-15 started to be delinquent in their quarterly payment, and in FY-16 the City has re-bid and award to another vendor which provides less franchise fee.

Bonds and Capital Lease Proceeds

Revenue Description

Periodically, the City issue debt in order to finance its vehicle and major equipment purchase. Generally the proceeds of these debt issues are placed in the General Fund which in turn, purchases the vehicles and equipment for the using departments. In the subsequent years following the issue (or capital lease), the repayment or debt services, is budgeted in the Debt Service Fund.

This revenue item reflects the direct proceeds from such bond issue or capital lease-purchases, whether issued in during the year or carried over from prior years as unspent proceeds.

Legal Basis for Revenue

Florida Statutes §166.231

City of Miami Gardens Charter Article 4, Section 4.9 and Article 8, Section 8.3 and Section 8.4

City of Miami Gardens Ordinance 2007-16-122

Special Requirements

None.

Fund/Account Number

General Fund

001-00-00-384-000-00

Use of Revenue

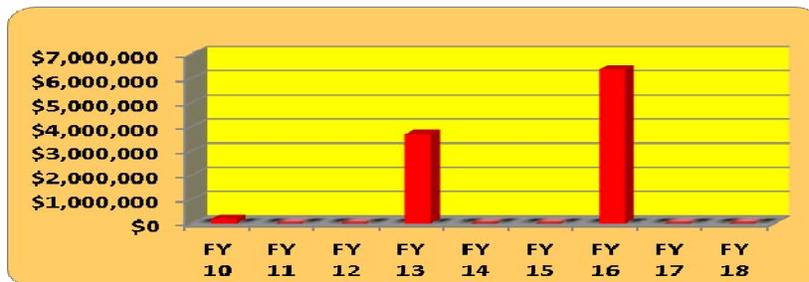
All Funds. Purchase vehicles and equipment and pay Debt Service.

Basis for Budget Estimate

Estimate for the budget is based on each year's budget of whether financing is required for any equipment purchase or replacement.

<i>Fiscal Year</i>	Collection History	
	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 09	\$7,300,000	
FY 10	\$185,300	-97.46%
FY 11	\$0	-100.00%
FY 12	\$0	0.00%
FY 13	\$3,700,000	100.00%
FY 14	\$0	-100.00%
FY 15	\$0	0.00%
FY 16	\$6,366,000	100.00%
FY 17*	\$0	0.00%

History of Bond Proceeds Available in the General Fund



Discussion

Generally, the City uses short-term debt (5 years) to finance the purchase of its vehicles and major equipment. This allows the City to evenly spread out the impact of major capital items so as to not distort the revenue or expenditure needs in any particular year. The FY-13 capital lease in the amount of \$3.7 million is for the replacement of police vehicles and other equipment. The FY-16 bond proceeds is for the re-financing of the taxable bond that was issued in FY-09.

Sale of Assets

Revenue Description

From time to time, the City has pieces of equipment that no longer serves its purpose or which has come to the end of its useful life. This includes vehicles, computers, furniture, and other such items. The City generally sells these at public auction over the internet. Some unique item may be sold on site with bidders invited to make an offer.

Legal Basis for Revenue

Florida Constitution, Article X, Section 23
 Florida Statutes Chapter 550, 849.16
 City of Miami Gardens Charter Article 4, Section 4.9 & Article 8, Sections 8.3 & 8.4
 City of Miami Gardens Resolution 2007-181-687

Special Requirements: None.

Fund/Account #: GF: 001-00-00-364-000-00

Use of Revenue: General Fund, unrestricted.

Method/Frequency of Payment: Occasional.

Basis for Budget Estimate: Historic trends.

<i>Fiscal Year</i>	Collection History	
	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$19,079	
FY 11	\$34,658	81.66%
FY 12	\$9,758	-71.84%
FY 13	\$152,974	1467.68%
FY 14	\$87,246	-42.97%
FY 15	\$48,081	-44.89%
FY 16	\$18,152	-62.25%
FY 17*	\$12,000	-33.89%
FY 18**	\$4,350,000	36150.00%

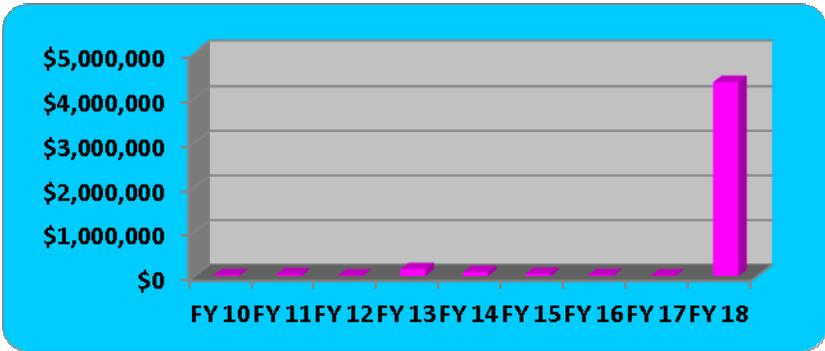
*Estimated

** Budgeted

Discussion

This revenue results from the direct sale of non-real estate assets such as old vehicles, computers, furniture and other old items beyond their useful life. This revenue has increased significantly as the City's once new equipment has aged. FY-13 increase is attributed to sales of retired police vehicles. In FY-18 the City is expected to close the sale of the 15 acre economic development property which will payoff the loan the City issued in purchasing this property in FY 2009.

History of Sale of Assets Revenue in the General Fund



Event Parking

Revenue Description

The City has an opportunity to take advantage of its proximity to New Miami Stadium. It is anticipated that the City can provide parking for the Miami Dolphins home football games or any major events that will be held at the Stadium.

Legal Basis for Revenue

Florida Statutes §166.231, 180.14, 80.20
City of Miami Gardens Charter Article 4, Section 4.9

Special Requirements: None.

Fund/Account Number: General Fund
001-00-00-369-907-00

Use of Revenue: General Fund. Unrestricted.

Method/Frequency of Payment: Occasional.

Basis for Budget Estimate

Estimate for the budget is based on the number of events to be held at the Stadium for the fiscal year.

FEES:

\$15.00 per vehicle per event

Billboard Revenue

Revenue Description

Billboard revenue began during fiscal year 2015 as a result of relocation and/or reconstruction of billboard signs throughout the City. The revenue is an effort by the City to reduce the number of billboard signs located within the interior of the City and relocating them along the Expressways.

Legal Basis for Revenue

Florida Statutes §70.20
City of Miami Gardens Code of Ordinances, Chapter 74

Special Requirements: None.

Fund/Account Number: General Fund
001-00-00-369-908-00

Use of Revenue: General Fund. Unrestricted.

Method/Frequency of Payment: Annually.

Basis for Budget Estimate

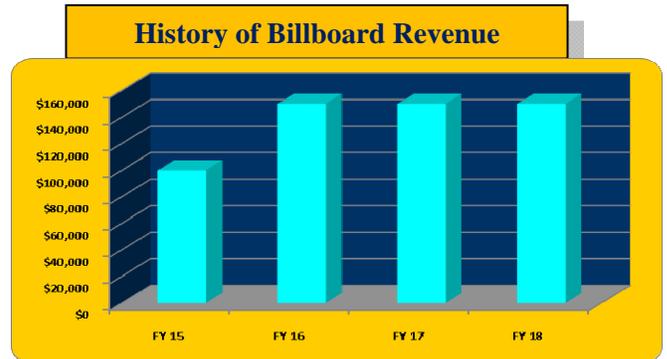
Estimate for the budget is based on the current agreement with Clear Channel Outdoor, LLC. for relocation and operation of digital billboard signs.

FEES:

\$50,000 annually for each 70.20 Billboard located within the City

Discussion

This revenue results from the agreement between the City and Clear Channel Outdoor, LLC. for the relocation and current operation of 3 digital billboard signs. The initial agreement with the billboard operator began in fiscal year 2015.



Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 15	\$100,000	
FY 16	\$150,000	50.0%
FY 17*	\$150,000	0%
FY 18**	\$150,000	0%

*Estimated ** Budgeted

Planning and Zoning Fees

Revenue Description

The City's Planning and Zoning Department assesses various fees for its services. These fees are designed to recover the cost of processing various land development activities.

Legal Basis for Revenue

Florida Statutes §166.231
 Miami Dade County Code Sec. 8CC-10.
 City of Miami Gardens Charter Article 4, Section 4.9 & Article 8, Sections 8.3

Special Requirements: None.

Fund/Account Number

General Fund
 001-00-00-322-000-00

Use of Revenue

Unrestricted.

Method/Frequency of Payment

Revenue is collected upon application for a permit or other requested activity.

Basis for Budget Estimate

Estimate for budgeting purposes is made by the City staff based on historical collections and trend analysis. This is adjusted by an estimate of new construction expected in the subsequent year.

Collection History

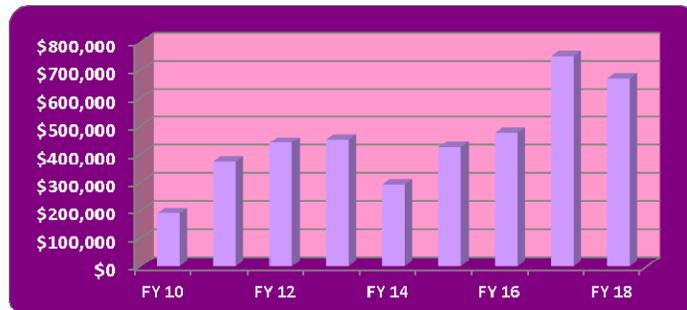
<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$190,058	-30.52%
FY 11	\$375,001	97.31%
FY 12	\$441,870	17.83%
FY 13	\$453,364	2.60%
FY 14	\$292,916	-35.39%
FY 15	\$424,702	44.99%
FY 16	\$476,766	12.26%
FY 17*	\$750,000	57.31%
FY 18**	\$670,000	-10.67%

*Estimated **Budget

Discussion

Prior to FY-05, all Planning and Zoning activity was handled by Miami-Dade County. FY-05 and FY-06 saw significant development activity which is reflected in the revenues. FY-07 thru FY-10 reflects the major downturn in development activity faced by all of South Florida. FY-11 is expected to reflect a moderate increase in development activity. FY 12 & FY 13 increase is attributed to permits issued for the City Hall project. FY 17 and FY 18 increase is attributed to City's General Obligation Bond projects as well as new commercial and residential development in the City.

History of Planning & Zoning Fee Collections



Fee Schedule

The Miami Gardens Planning and Zoning Department charges and collects fees for the items and rates listed in the following schedule:

I. PLANNING & ZONING SERVICES DIVISION

A. ADMINISTRATION

1. ADDRESS REQUEST

a. Developer			
Multi-Family, Commercial, Industrial, Non-Residential & Mixed Use	Base fee	\$	150.00
	Each addtn'l	\$	5.00
b. Homeowner – Single Family Residential	Base fee	\$	50.00

2. ADMINISTRATIVE VARIANCE AND/OR WAIVER

a. All other uses		\$	768.00
b. Appeals		\$	960.00
c. Multi-Family, Non-Residential, Commercial & Industrial uses		\$	1,536.00
d. Sign Plan		\$	750.00
e. Single Family, Duplex & Cityhome uses		\$	700.00
f. Traffic Parking Study			TBD
g. Violation	Double (2x) the permit fee + penalty		

3. ALCOHOLIC BEVERAGE

\$ 264.96

4. CERTIFICATE OF CONFORMITY

a. Multi-Family, Non-Residential, Mixed use & all others	\$	3,168.00
b. Single Family, Duplex & Cityhome	\$	1,125.00

5. CONSULTING SERVICES

Varies

Per City Ordinance 2003-13, charges incurred for consultants that may be necessary for any Zoning application, site plan review, plat/subdivision review or inspection, construction project, site inspection, including but not limited to engineering, architectural, planning, legal, technical, environmental, or other similar or professional services shall be paid by the applicant in addition to any other application fees or charges. Applicant shall pay the City upfront for the estimated cost of such consultant or professional service.

This includes: Advertisement, Traffic/Parking Study

6. COPIES OF DEPARTMENTAL RECORDS

a. Certified copies	Each page	\$	1.05
b. Double sided copies	Each page	\$	0.26
c. Notary Public service	Each document	\$	1.05
d. Plan reproduction from microfilm	Each page	\$	5.23
e. Reproduced records	Each page	\$	0.16

7. INSPECTIONS

a. Overtime Inspection	Each hour	\$	91.35
Minimum 2 hours			
b. Re-inspection		\$	91.35

8. NON-REFUNDABLE APPLICATION FEE for selected processes such as:

\$ 96.00

- Community Residential Homes (CRH)
- Temporary Signs
- Tree Removal

9. REAL ESTATE BANNER

Each \$ 50.00

10. SIGN PLANS

a. Entrance Feature Sign	\$	750.00
b. Multi-Use/Multi-Tenant Sign Plan		
1. Greater than 200 ft. frontage	\$	750.00

2.	Less than 200 ft. frontage	\$	500.00
3.	Modification	\$	250.00
c.	Sign Plan		
1.	Miscellaneous Sign Fee	\$	150.00
2.	Modification	\$	100.00
3.	Single Use	\$	250.00
d.	Window Sign	Each tenant	\$ 50.00
11	SPECIAL LETTER/RESEARCH		
a.	Base fee includes Concurrency Letters and similar requests & researches.	\$	264.96
b.	Special Request additional fees: Hourly salary by employee, plus expenses, plus multiplier of 3.0 to cover availability such as building.		Varies
12	TREE REMOVAL		
a.	Commercial, Industrial & Non-Residential	\$	140.00
b.	Engineering Inspection		
1.	After inspection Swale Right of Way (\$ 35 insp=\$6/tree up to a maximum of \$ 265.00/(acre)(canopy))		Varies
2.	Before inspection Swale Right of Way (\$ 28 application + \$ 35 inspection)	\$	63.00
c.	Free Trust Fund permit tree – Minimum of \$ 200.00	\$	400.00
d.	Multi-Family	\$	140.00
e.	Single Family	\$	50.00
13	VESTED RIGHTS DETERMINATION		
a.	Nonresidential, Mixed use and Multi-Family	\$	3,168.00
b.	Single Family, Duplex and Townhouse	\$	1,126.00
c.	Revisions	\$	1,848.00

B. COUNCIL/HEARING

1. PLATS

a.	Bonds		
1.	Initial submittal & review of agreement/Letter of Credit	\$	1,429.20
2.	Processing the reduction of released bond amount	\$	1,122.00
3.	Review of corrected bonding documentation	\$	516.20
b.	Final		
1.	Base Fee	\$	3,132.15
2.	Minimum	1 st 10 sites/lots	\$ 1,920.00
3.		Each addtn'l 10 sites/lots or fractional part	\$ 150.00
c.	Tentative		
1.	Base Fee	1 st 6 sites/lots	\$ 3,132.15
		Each addtn'l 6 sites/lots or fractional part	\$ 76.80
2.	Extension		
i.	After expiration	\$	1,344.00
ii.	Prior to expiration	\$	1,920.00
3.	Resubmission		
i.		\$	1,344.00
ii.	New Owner with no other revision	\$	1,075.00
d.	Waiver		
1.	Base Fee	\$	1,747.20
2.	Resubmission due to non-compliance with staff/DRC recommendations	\$	864.00
3.	Revisions		
i.	Change owner's name, no other revisions	\$	576.00
ii.	Change parcels at owner's request	\$	576.00
4.	Subdivision Code Requirements		
i.	Additional fee for review which includes a request to waive subdivision.	\$	576.00

ii.	Additional fee for request to waive underground requirements.		\$	326.40
iii.	Additional fee for correspondence answering inquires.		\$	326.40
2.	PUBLIC HEARING			
a.	Administrative Request			
1.	All other request for Resolution		\$	1,728.00
2.	Appeals			
i.	Administrative Interpretation		\$	1,100.00
ii.	Administrative Variance/Waiver		\$	1,087.26
iii.	Substantial Compliance Determination		\$	1,100.00
3.	Modification/Deletion or conditions of		\$	2,201.63
4.	Resolution/Declaration of Restrictions		\$	2,201.63
b.	Advertisement (newspaper)	Deposit	\$	2,000.00
c.	Other Fees		\$	2,641.76
	Application submitted 30 days or less prior to scheduled hearing date.			
e.	Revisions to Plans		\$	1,320.98
f.	Rezoning Public Hearing Requests			
1.	AU/R-1/R-2 (to Single Family or Duplex)		\$	2,420.80
2.	I-1/I-2/GP (to Industrial)		\$	6,576.00
3.	NC/PCD (to Commercial or Business)		\$	6,576.00
4.	P D (to Planning Development)		\$	8,056.47
5.	R-15/R-25/R-50/OF (to Multi-Family or Office)		\$	4,384.00
g.	Sign Variance/Waiver Public Hearing Request			
1.	Public Hearing Variance/Waiver of Sign Regulations	1 st sign	\$	1,800.00
		Each addtn'l sign	\$	250.00
2.	Result of a violation		\$	2,600.00
h.	Special Exception Use Public Hearing Requests			
1.	All other districts		\$	11,304.00
2.	R districts		\$	3,598.40
i.	Variance/Waiver Public Hearing Requests			
1.	Commercial, Industrial, Multi-Family, Non-Residential & Other		\$	3,302.45
2.	Single Family, Duplex & Cityhomes		\$	1,600.00
3.	Violation		\$	1,900.00
3.	Right of Way Easement Special Taxing			
a.	Dedication, Road Vacation or Easement by Resolution		\$	2,592.00
b.	Miscellaneous		\$	307.50
c.	Request for Special Taxing District		\$	1,728.00
C.	PERMITS			
1.	BUILDING PERMIT FEES			
a.	Administration			
1.	Expedite			
i.	Commercial	1 st hour	\$	470.40
		Addtn'l hour	\$	117.60
ii.	Residential	1 st hour	\$	220.80
		Addtn'l hour	\$	55.20
b.	Commercial			
1.	All other not Single Family Residence. Other than as specified herein: Water Tower; Pylons; Bulk Storage – Tank Foundation; Unusual Limited – use buildings, marquees & similar construction.	Per \$ 1,000.00 job value	\$	2.64
2.	Structures of unusual size or nature as arenas, stadiums and water & sewer plants	½ of 1% job value	\$	0.01
c.	Fences & Masonry Walls (RESIDENTIAL ONLY)			
1.	Chain link/Wood	0-500 l/f	\$	51.50

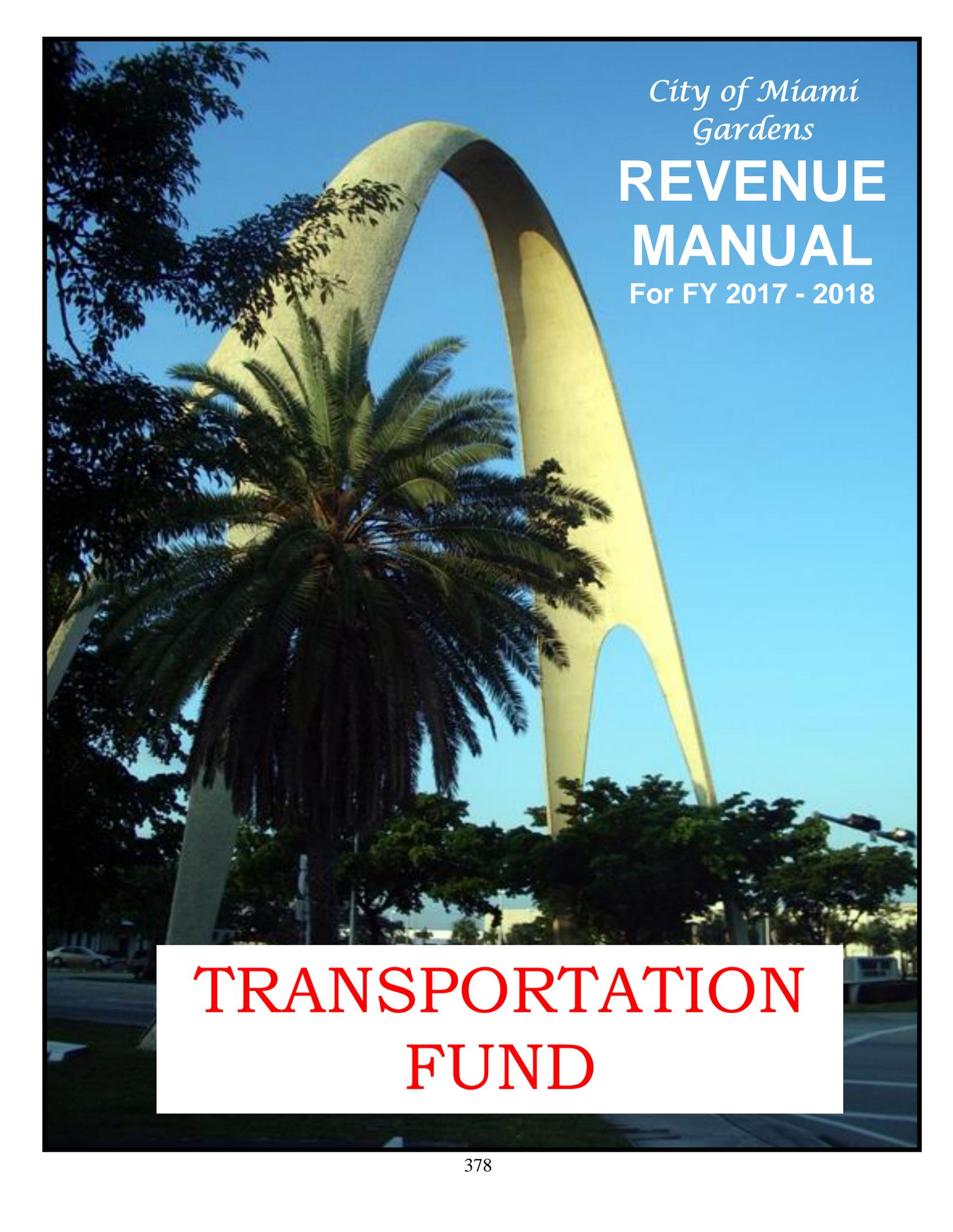
		Addtn'l 500 l/f	\$	51.50
		Each l/f	\$	0.35
d.	Mobile Homes/Temporary Buildings	Each install	\$	70.00
e.	Moving Building	Each 100 s/f or fractional part	\$	2.94
		Each install	\$	51.50
f.	Pools, Spas & Hot Tubs			
g.	Residential			
	1. Alteration/Remodeling	Per \$ 1.00 job value	\$	0.01
	2. New Construction			
	i. 0 - 300 s/f		\$	30.00
	ii. 301 – 650 s/f		\$	60.00
	iii. 651 s/f and above	Each s/f	\$	0.10
	3. Shade House	Each s/f	\$	0.01
h.	Satellite Dish	All trades each	\$	51.50
i.	Signs	Each sign	\$	51.50
j.	Sheds		\$	25.00
	Prefabricated utility shed with slab (max 100 s/f floor area)			
k.	Slabs	Each installation	\$	51.50
l.	Temporary Bleachers, Platforms & Tents			
	1. Bleachers	Each install	\$	51.50
	2. Platforms	Each install	\$	51.50
	3. Tents	Each tent	\$	70.00
2.	COMMUNITY RESIDENTIAL HOMES			
	a.	Each folio #	\$	441.60
	b. Renewal	Each	\$	264.50
3.	LANDSCAPING			
	a. Commercial			
	1. Engineering Review		\$	200.00
	2. Plan Review		\$	2,559.75
	3. Revision		\$	384.00
	b. Residential			
	1. Engineering Review		\$	80.00
	2. Plan Review		\$	126.00
4.	SIGNS			
	a. National Event			
	1. Private Property			
	i. Minimum	40 s/f or less	\$	750.00
	ii.	Greater the 40 s/f	\$	2400.00
	iii.	Each s/f above 40	\$	10.00
	2. Public or Right of Way Property			
	i. Minimum	40 s/f or less	\$	250.00
	ii.	Each s/f above 40	\$	10.00
	b. Temporary			
	1. Banner Sign (Permit is only valid for 60 days)		\$	50.00
	2. Balloon Sign (Permit is only valid for 17 days)		\$	100.00
	3. Construction Fence Sign		\$	150.00
	4. Construction Site Sign		\$	50.00
	5. Directional, Informational and/or Other Sign		\$	150.00
	6. Real Estate Sign		\$	50.00
	7. Spotlight Sign (Permit is only valid for 3 days)		\$	100.00
	8. Violation			Double Fee
5.	SITE PLAN REVIEW			
	a. Development Review Committee (DRC)			
	1. Administrative release, modification, revision of condition of development order approval.		\$	1,102.40
	2. DRC Pre-Application Conference Review		\$	1,318.20
	3. Development order		\$	5,290.50
	4. Other Miscellaneous – Minor per Section 34-45 C(11)		\$	384.00
	b. Site Plan Review			
	1. Commercial, Industrial, Non-Residential			
	i. Base Fee		\$	4,219.78

	ii.	Building size	Each 5,000 s/f, or fractional part	\$ 384.00
	iii.	Property size	Each addtn'l 10 acres, or fractional part	\$ 1,536.00
	iv.	Revisions apply at 3 rd submission (Concurrency fee does not apply)		\$ 1,152.00
2.		Lake Excavation		
	i.	Base Fee		\$ 1,747.20
	ii.	Hearing		\$ 1,152.00
	iii.	Property size	Each addtn'l 10 acres, or fractional part	\$ 768.00
	iv.	Revisions apply at 3 rd submission (Concurrency fee does not apply)		\$ 1,152.00
	v.	Site Plan Review		\$ 1,536.00
	vi.	Violation		\$ 1,920.00
2.		Mixed Use		
	i.	Base Fee		\$ 4,219.78
	ii.	Building size (Commercial)	Each 5,000 s/f, or fractional part	\$ 384.00
	ii.	Building size (Residential)	Each 15 units, or fractional part	\$ 768.00
	iii.	Property size	Each addtn'l 10 acres, or fractional part	\$ 1,536.00
	iv.	Revisions apply at 3 rd submission (Concurrency fee does not apply)		\$ 1,152.00
3.		Modifications		
	i.	Administrative Modifications and Release of Condition. (Concurrency fee does not apply)		\$ 1,201.00
	ii.	Site Plan Modifications of previously approved plans. (Concurrency fee does not apply)		\$ 1,201.00
4.		Residential		
	i.	Base Fee		\$ 3,082.00
	ii.	Building size	Each 15 units, or fractional part	\$ 768.00
	iii.	Property size	Each addtn'l 10 acres, or fractional part	\$ 768.00
	iv.	Revisions apply at 3 rd submission (Concurrency fee does not apply)		\$ 1,057.00
c.		Substantial Compliance Review		
	1.	Appeals		\$ 2,000.00
	2.	Non-residential, mixed uses & all others		\$ 2,862.00
	3.	Revisions		\$ 1,152.00
	4.	Single Family, Duplex, Cityhouse & Multi-Family		\$ 1,500.00
6.		VEHICLES		
	a.	Industrial Zoned Properties		
	1.	Boats/ Water Vessels; Commercial/ Recreational vehicle and Trailers/Containers	Each vehicle, Maximum 2	\$ 250.00
	2.	Renewal		\$ 250.00
	3.	Violation		\$ 500.00
	b.	Single Family, Duplex & Cityhouse		
	1.	Boats/ Water Vessels; Commercial/ Recreational vehicle and Trailers/Containers		\$ 25.00
	2.	Renewal		\$ 25.00
	3.	Violation		\$ 50.00

7. ZONING IMPROVEMENT PERMIT (ZIP)

\$ 51.50

Agricultural/Farm building;
Anchoring, Mooring, Docking or Storage of Houseboat;
Awning, Canopy Carport & Screen Enclosure;
Chickee Huts;
Donation bins & recycling bins;
Mobile Medical & Professional Units;
Painting wall sign, Balloon Sign & Stick on Fabric Letter;
Parking lot refurbishing – resurfacing or seal coating, paving &
drainage of existing parking lot;
Pools (above ground over 24" deep);
Portable Mini Storage Unit;
Residential Fences and Masonry walls – ornamental iron fence,
decorative gardens, type water.



*City of Miami
Gardens*

**REVENUE
MANUAL**
For FY 2017 - 2018

**TRANSPORTATION
FUND**

1st Local Option Fuel Tax

Revenue Description

The State authorizes several gas taxes to support transportation operation at the local government level. The first is the 1 to 6 Cents Local Option Fuel Tax that is imposed on Motor and Diesel Fuels. The funds are collected by the state and forwarded to the City on a monthly basis. Miami Gardens receives 2.5747989% of the collection in Miami-Dade County.

Legal Basis for Revenue

Florida Statutes §336.025
Chapters 90-110 and 90-132, Laws of Florida
City of Miami Gardens Charter Article 4, Section 4.9
City of Miami Gardens Ordinance 2007-16-122

Special Requirements

Florida Statutes, §336.025(1)(a)2, requires the proceeds of the local option gas tax be used only for transportation related expenditures. Paragraph (7) defines "transportation expenditures" as:

- Public transportation operations and maintenance.
- Roadway and right-of-way maintenance and equipment and structures used primarily for the storage and maintenance of such equipment.
- Roadway and right-of-way drainage.
- Street lighting.
- Traffic signs, traffic engineering, signalization and pavement markings.
- Bridge maintenance and operation.
- Debt service and current expenditures for transportation capital projects in the foregoing program areas, including construction or reconstruction of roads.

Fund/Account Number

Transportation Fund
100-00-00-312-410-00

Use of Revenue

Transportation Fund. Generally, the refunded monies are to be used to fund the construction, reconstruction, and maintenance of roads.

Method/Frequency of Payment

Motor fuel wholesale distributors (prior to July 1, 1995, it was collected by retailers) collect the tax and submit it to the Florida Department of Revenue, which distributes to cities and counties monthly, after a 7.3% General Revenue Service Charge is deducted. The change in the collection method was projected to increase compliance and therefore increase revenues. The City receives its distribution monthly by Electronic Fund Transfer.

Basis for Budget Estimate

Estimate for budgeting purposes is made by the City based on an estimate published by the State Department of Revenue and historical collection trends.

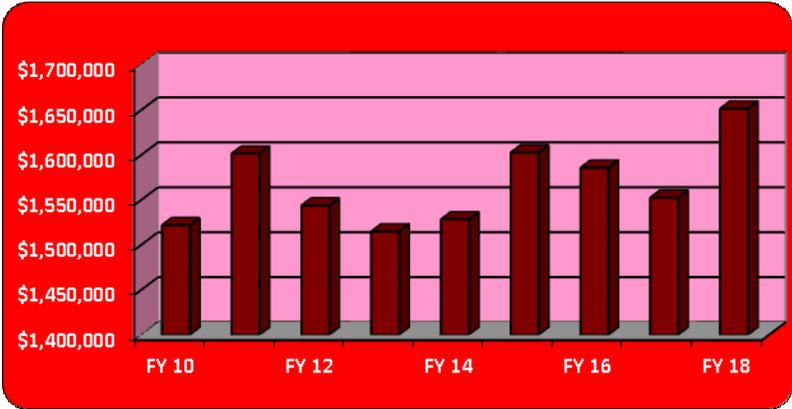
Collection History		
<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$1,521,890	
FY 11	\$1,601,604	5.24%
FY 12	\$1,543,881	-3.60%
FY 13	\$1,514,920	-1.88%
FY 14	\$1,528,503	0.90%
FY 15	\$1,602,775	4.86%
FY 16	\$1,585,796	-1.06%
FY 17*	\$1,552,670	-2.09%
FY 18**	\$1,651,550	6.37%

* Estimated ** Budgeted

Discussion

This is the second largest revenue source for the City's Transportation Fund. Revenue is affected with economy changes and higher gas prices that reduced the consumption.

History of 1st Optional Fuel Tax Collections



2nd Local Option Fuel Tax

Revenue Description

The State authorizes several gas taxes to support transportation operation at the local government level. The second is the 1 to 5 Cents Local Option Fuel Tax that is imposed on Motor Fuels. The funds are collected by the state and forwarded to the City on a monthly basis.

Legal Basis for Revenue

Florida Statutes §Florida Statutes 336.025(1)(b)
 Chapters 93-206 Laws of Florida
 City of Miami Gardens Charter Article 4, Section 4.9
 City of Miami Gardens Ordinance 2007-16-122

Special Requirements

The law requires that the monies be used to meet the requirements of the capital improvements of the adopted plan. The funds cannot be used for operating purposes.
 Miami-Dade County only levies 3 of the authorized 5 cents of the tax.

Fund/Account : TF: 100-00-00-312-420-00

Use of Revenue

For Capital Improvements according to the Comprehensive Plan.

Method/Frequency of Payment

Motor fuel wholesale distributors collect the tax and submit it to the Florida Department of Revenue, which distributes to cities and counties monthly, after a 7.3% General Revenue Service Charge is deducted. The change in the collection method was projected to increase compliance and therefore increase revenues. The City receives distribution monthly by EFT.

Basis for Budget Estimate

Estimate for budgeting purposes is made by the City based on an estimate published by the State Department of Revenue and historical collection trends.

Collection History

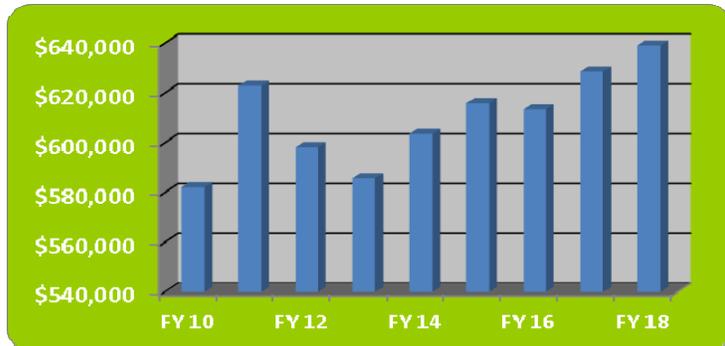
<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$582,080	-3.04%
FY 11	\$622,828	7.00%
FY 12	\$598,259	-3.94%
FY 13	\$585,738	-2.09%
FY 14	\$603,543	3.04%
FY 15	\$615,889	2.05%
FY 16	\$613,376	-0.41%
FY 17*	\$628,692	2.50%
FY 18**	\$639,102	1.66%

* Estimated ** Budgeted

Discussion

This is the third largest revenue source for the City's Transportation Fund. This revenue is affected by economy changes and higher gas prices affect the revenue.

History of 2nd Optional Fuel Tax Collections



State Revenue Sharing

Revenue Description

The Florida Revenue Sharing Act of 1972 created a revenue sharing trust fund for Florida municipalities in order to ensure revenue parity throughout the state. The revenues collected from sales and fuel taxes and are allocated to local governments for specific, authorized purposes. To participate, the following requirements must be met:

- Report finances for the most recently completed fiscal year to the Department of Banking and Finance, pursuant to §218.32, F.S.;
- Make provisions for annual post-audits of its financial accounts, pursuant to Chapter 10,500, Rules of the Auditor general (§218.23(1)(b), F.S.);
- Levy ad valorem taxes that will produce the equivalent of 3 mills per dollar of assessed valuation or an equivalent amount of revenue from an occupational license tax or a utility tax in combination with the ad valorem tax, in the year 1972;
- Certify that its law enforcement officers, as defined in §943.10(1), F.S., meet the qualifications set by the Criminal Justice Standards and Training Commission, its salary structure and salary plans meet provisions of §943, F.S., and no law enforcement officer receives an annual salary of less than \$6,000;
- Certify its firefighters, as defined in §633.30(1), F.S., meet qualifications for employment established by the Division of State Fire Marshal pursuant to §633.34 and 633.35, F.S. and the provisions of §633.382 have been met;
- Each dependent special district must be budgeted separately according to §218.23(1)(f), F.S.;
- Meet Department of Revenue "Truth in Millage" (TRIM) requirements as stated in §200.065, F.S.

Legal Basis for Revenue

Laws of Florida, Chapters 72-360, 73-349, 76-168, 83-115, 84-369, 87-237, 90-110, 90-132,92-184, 92-319, 93-233, 93-71, 94-2, 94-146,94-218, 94-353, 95-417.

Florida Statutes §218.23

Florida Statutes §166.231, 180.14, 80.20

City of Miami Gardens Charter Article 4, Section 4.9 & Article 8, Sections 8.3 & 8.4

City of Miami Gardens Ordinance 2007-16-122

Special Requirements

For FY 2015, 24.52% of this revenue must be use for transportation purposes. The balance may be used for any legal purpose. Miami Gardens recognized 75.36% in the General Fund as general revenue.

Transportation Fund

100-00-00-335-120-00

Use of Revenue

Transportation Fund, unrestricted.

Method/Frequency of Payment

Revenue is received form the State on a monthly basis.

Basis for Budget Estimate

Estimate for budgeting purposes is made by the State Department of Revenue and may be adjusted by the City staff based on historical collections. State estimates.

Collection History

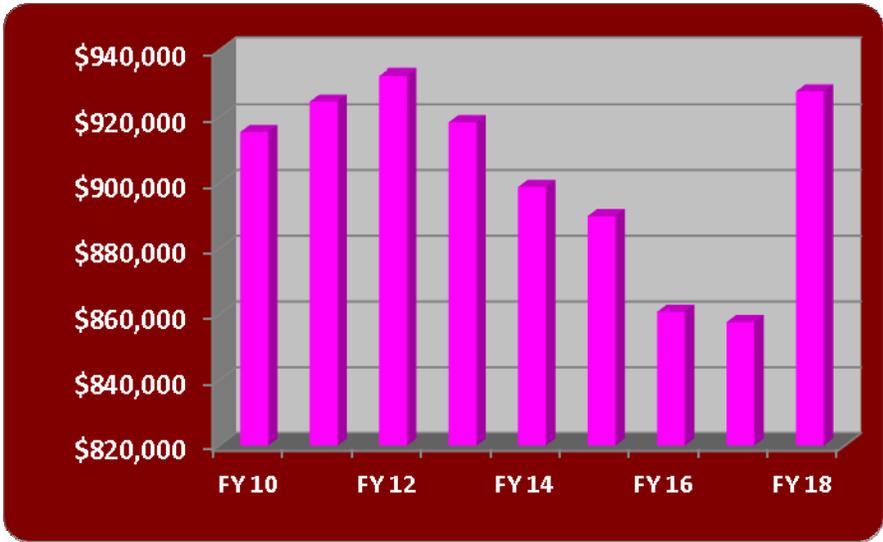
<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$915,413	-0.54%
FY 11	\$924,622	1.01%
FY 12	\$932,406	0.84%
FY 13	\$918,345	-1.51%
FY 14	\$898,665	-2.14%
FY 15	\$889,801	-0.99%
FY 16	\$860,678	-3.27%
FY 17*	\$857,548	-0.36%
FY 18**		

* Estimate
 ** Budgeted

Discussion

State Revenue Sharing is a major source of revenue for both the General Fund and the Transportation Fund until the CITT settlement with the County in FY-12. This revenue was steady for the past several years due to deteriorating economic conditions, but since FY 2014, revenues have been increasing attributed to the economy recovery.

History of State Revenue Sharing Collections



Public Works Permit Fees

Revenue Description

Revenue is derived from fees charged for permits for various projects affecting public roadways, right-of-ways, and easements. These include: Land Clearing Permit, Land Excavation Permit, Land Filling Permit, Road Cut or Jack & Bore, Driveway Permits, Vacation of Easements.

Legal Basis for Revenue

Florida Statutes §166.231, 180.14, 80.20
 Miami Dade County Code Sec. 8CC-10.
 City of Miami Gardens Charter Article 4, Section 4.9 & Article 8, Sections 8.3
 City of Miami Gardens Ordinance 2007-16-122

Special Requirements: None.

Fund/Account Number: TF: 100-00-00-322-002-00

Use of Revenue: Transportation Fund, unrestricted.

Method/Frequency of Payment

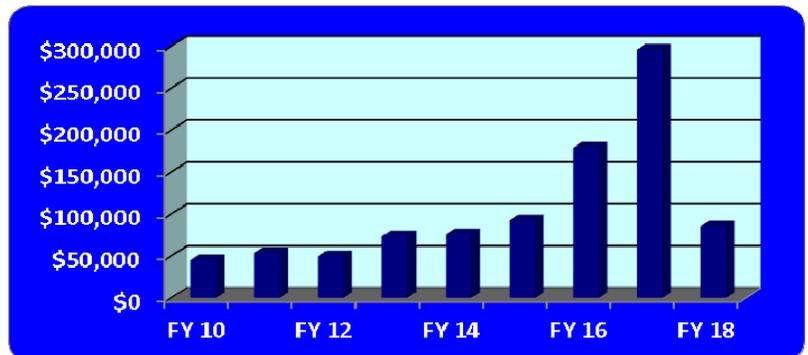
Revenue is collected upon application for a permit.

Basis for Budget Estimate: History

Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$44,939	-40.62%
FY 11	\$53,488	19.02%
FY 12	\$49,408	-7.63%
FY 13	\$73,461	48.68%
FY 14	\$75,677	3.02%
FY 15	\$92,278	21.94%
FY 16	\$178,893	93.86%
FY 17*	\$295,878	65.39%
FY 18**	\$85,000	-71.27%

History of Public Works Permit Fees Collections



* Estimated ** Budgeted

Discussion

Public Works began processing permits for the above activities since FY-07. Activity somewhat mirrors general building permits. Revenue for permits declined significantly in FY-10; however, revenues have increased since FY 13 attributed to economy recovery and construction begins. Drastic increase in FY 17 which is partially attributed to the building permit issued for City's projects. FY 17 increase is attributed to FPL permits for high power line improvements

I. ENGINEERING SERVICES DIVISION

A. ADMINISTRATION

General Information on Special Fees, Extensions and Inspections.

1. ACTUAL COST FOR PROJECTS REQUIRING SERVICES NOT CONTEMPLATED IN CURRENT FEE STRUCTURE

- a. The Director, or designee, has the authority to invoice for reimbursement of actual costs on project(s) requiring services not contemplated in the current fee structure.
- b. The invoice will consist of actual labor cost, including any and all fringe benefit costs the Division is legally obligated to pay. Additionally, the invoice will include any other indirect cost associated with the actual labor cost, as determined by the City of Miami Gardens Engineering Services Division's Finance Section on a yearly basis.
- c. All of this (these) project(s) will have mutually agreed on contact(s), which will be maintained in the Finance Section. The Director will also have the ability to request a deposit amount that is mutually acceptable to the Division and Company or individual that is legally responsible for the project(s). The deposit amount shall be used to offset the final executed agreement with the Division. The life span of the project(s) shall be included in the agreement.

2. ENGINEERING PERMIT EXTENSIONS

\$ 73.65

A permit may be extended for a period of up to, but not more than one (1) year, from the expiration date of the original permit, provided the Permit Section of Development Services, Public Works Engineering & Code Compliance Department is notified prior to the expiration of the permit. If the permit is allowed to expire without requesting an extension, a new permit will be required, including appropriate fee, for the remainder of the uncompleted work. A fee of \$ 73.65 shall be paid by the permit holder who submits a written request for a permit extension.

3. CITY SURCHARGE

Permit Fee 15%

A technology fee of 15% of the total Building/Public Works Engineering permit fee shall be assessed to each permit to enhance the City's ability to provide state-of-the-art technology to its Building Services Division/Public Works Engineering customers.

4. CHANGE OF CONTRACTOR AND/OR QUALIFIER

\$ 114.00

Where there is a change of contractor or qualifier involving a permit, the second permit holder shall pay a fee of \$ 114.00 to cover the cost of transferring the data from the original permit to the second permit.

5. INSPECTIONS

- a. **ENGINEERING CONSTRUCTION PROJECTS COMPLETED BY CONTRACTOR TO BE INSPECTED** Each project \$ 525.00
- b. **FINAL INSPECTION REQUEST AFTER EXPIRATION OF PERMIT** \$ 200.00
A fee of \$ 200.00 will be assessed when a final inspection is required after a permit's expiration date.
- c. **RE-INSPECTION FEES (See explanation below).** Each insp. \$ 95.00
Work should be completed and ready for inspection at the time the inspection is scheduled. If the work is not ready or does not conform to the code or the approved drawings, a re-inspection will be necessary. With respect to inspections, if a local government finds it necessary, in order to enforce compliance with the Florida Building Code, to conduct any inspection after an initial inspection and one subsequent re-inspection of any project or activity for the same code violation.

OVERTIME INSPECTIONS

Per hour \$ 92.00

d.	Charges for construction inspections or plan review, which are requested in advance and require overtime, will be at a rate of \$ 92.00 per hour, or fraction thereof, and \$147.00 per hour, or fraction thereof, on a holiday. Fees are over and above the permit fees with a minimum of three (4) hours.	Per hour Holiday	\$	147.00
e.	TREE PLANTING FEE Planting trees in Right-of-Way.	Right place in the ROW Inspection	\$	20.00
6.	LOST PERMIT CARD FEE A replacement fee shall be charged for the loss of a Permit Inspection Record Card after a permit has been issued.		\$	35.00
7.	PENALTY FEES When work for which a permit is required commences prior to obtaining a permit a penalty fee is imposed. THE PENALTY FEE WILL BE \$123.00 PLUS DOUBLE THE ORIGINAL PERMIT FEE.			Double (2x) the permit fee +
a.	Failure to display permit card		\$	123.00
b.	Failure to obtain required inspection		\$	105.00
c.	Failure of owner-builder or contractor to obtain permit		\$	525.00
d.	Failure to properly guard and protect an excavation		\$	525.00
e.	Failure to remove debris, equipment, materials or sheds on the right-of-way		\$	210.00
f.	Unlawfully making an excavation which endangers adjoining property, buildings, right-of-way or a menace to public health or safety.		\$	1,050.00
8.	PLAN REVIEW FEES Plan review minimum to include DRC (Development Review Committee)			
a.	Drainage/Paving Plan Review NOTE: Fees may vary depending on the plan review time.	Each	\$	265.00
b.	Fence in the Right-of-Way Review Review the application for permission to fence within the right-of-way.	Each	\$	600.00
c.	Multiple Discipline Review	Each	\$	210.00
d.	Overtime Plan Review Charges for construction inspections or plan review, which are requested in advance and require overtime, will be at a rate of \$ 92.00 per hour, or fraction thereof, and \$ 147.00 per hour, or fraction thereof, on a holiday. Fees are over and above the permit fees with a minimum of three (3) hours.	Per hour Holiday	\$	92.00 147.00
e.	Single Discipline Review	Each	\$	80.00
9.	LOST PLANS FEE When a permitted set of plans for all type of projects are lost by the applicants, owner, contractor, or any other representative of the projects, a recertification fee will be required to review, stamp and approve new set of plans as a field copy. Such fee shall be assessed at the cost of reproduction plus \$ 30.00 original engineering permit fee		\$	30.00
10.	REVISIONS A fee of \$72.20 per hour for a minimum of (1) hour will be applied for revisions. A fee of \$ 30.00 will be applied to each request for driveway permit.	Each hour Per Trade Each	\$	72.20 30.00
11.	RIGHT-OF-WAY IMPROVEMENT BOND FEES Right-of-way Project Bonding (fees required when bond document is submitted). Initial submittal and review of Agreement and Letter of Credit Processing and reduction of Bond amount Review of Agreement and Letter of Credit		\$	210.00 105.00 55.00

12. SPECIAL PROJECTS		Actual staff	
A fee equal to actual staff time and related costs shall be assessed for special projects requiring research by the Department in order to answer questions proposed by developers, attorneys, realtors, or municipalities, etc., in connection with:		time	
a. the use, restriction, re-subdivision, and development of properties, including right-of-ways and easements; and/or			
b. the requirements and fees for permitting, planning, bonding, licensing, impact fees, concurrency, road engineering and/or construction, etc.; and/or			
c. the determination of any existing violations on the property through a review of department's records.			
Such special fees will only be levied for requests outside the scope of normal department work.	Minimum	\$	55.00
A fee equal to \$ 2.00 per page shall be assessed for pre-programmed computer reports on Department records	Per page	\$	2.00

C. ENGINEERING

Fees for Engineering construction, under permit issued by the Development Services & Code Compliance Department, in canal, road and street right-of-way, and in right-of-way of canals, roads and streets located within the City, and for paving and drainage on private roads and parking lots in the City are as follows:

1. BRIDGES	1 st 1,000 s/f or less	\$	1,200.00
	Each additional 100 s/f or fraction part	\$	245.00
2. BUS SHELTERS	Each	\$	120.00
3. CULVERT			
a. To enclose drainage ditch or canal	Each 100 l/f or part of	\$	180.00
b. Street or driveway	Each 100 l/f or part of	\$	120.00
4. CURBING	1 st 100 l/f or less	\$	60.00
	Each 100 l/f or fraction part	\$	20.00
5. DRIVEWAYS			
For construction of asphalt or concrete driveways			
a. For driveway width of 20 feet or less consisting of 1 or 2 drives, including private property.		\$	60.00
b. For driveway width greater than 20 feet, but not greater 40 feet, consisting of 1 or more drive approaches, including private property.		\$	125.00
c. For driveway with greater than 40 feet	Each driveway	\$	180.00
d. For approaches only consisting of 1 or 2 drives		\$	60.00
e. For construction of stamped concrete driveways (<i>Liability release must be signed by homeowner prior to permit being issued</i>)	Each driveway 20 feet max.	\$	100.00
f. For construction of brick paver's driveways (<i>Recorded Covenant of Construction must be filed prior to permit being issued.</i>)	Each driveway 20 feet max.	\$	100.00
6. EMBANKMENT AND/OR SUBGRADE MATERIAL IN DEDICATED OR ZONED RIGHT-OF-WAY	1 st 100 l/f or less	\$	120.00
For the installation of embankment and/or subgrade material in dedicated or zoned right-of-way, excluding base rock and asphalt.			
	Each 100 l/f or fraction part	\$	35.00
7. EXFILTRATION DRAINS			
Consisting of catch basins, exfiltration trench or slab cover ex-trench:			
	Each 100 l/f or fraction part	\$	155.00
8. NEWSPAPER OR STORAGE RACKS			
Fees for placement of a newspaper or storage rack under permit issued by the Development Services & Code Compliance Department, in the public right-of-way in the City, but excluding right-of-way for roads which are maintained by the State of Florida or Miami-Dade County.			
a. Annual Renewal	Each	\$	20.00
b. Placement (includes inspection by Engineering Inspector)	Each	\$	40.00

	c. Re-Inspection	Each	\$	30.00
	d. Removal, Storage or Disposal	Each	\$	130.00
9.	PAVING & DRAINAGE			
	a. Review of plans for paving & drainage (One Time Only fee at initial of plan review of plans)	1 st Review of plans	\$	1,050.00
			\$	35.00
	b. Private Property	Each 1,000 s/f	\$	30.00
10.	PERMANENT TYPE TRAFFIC BARRICADES, GUARDRAILS OR GUIDE POSTS	Each 100 l/f or part of	\$	90.00
11.	POLES			
	a. For installation of each pole and each down guy anchor for overhead utilities.	Each	\$	100.00
	b. Removal of pole and anchors	Each	\$	50.00
12.	RESURFACING, WATERPROOFING OR SEALCOATING IN PUBLIC RIGHT-OF-WAY (does not apply to private homeowners.)	1,000 s/f or fraction part	\$	30.00
13.	SIDEWALKS, CURBS & GUTTERS For construction or replacement of	1 st 100 l/f	\$	160.00
		Each additional 100 l/f or fraction part	\$	75.00
14.	SIGNS For erection of street name signs, traffic or directional signs, etc.	Each sign	\$	20.00
15.	STREET PAVEMENT, PAVING OF PARKWAYS AND SHOULDERS For construction of street pavement, including paving of parkways and shoulders.			
	a. One lane or two lane pavements (width of pavement being 0 to 24 ft.)	1 st 100 l/f	\$	400.00
		Each additional 100 l/f or fraction part	\$	100.00
	b. Three or more lanes pavement (width of pavement greater than 24 ft.)	1 st 100 l/f	\$	400.00
		Each additional 100 l/f or fraction part	\$	120.00
	NOTE: Fees for paving of parkways and shoulders will be priced the same as those charged for street paving.			
16.	TRAFFIC SIGNAL			
	a. Installation of new traffic signal (including signals, poles and all incidental wiring and interconnects.) <i>(50% of this fee shall be paid at time of application for plan review. This up-front fee shall be applied to the all permit fee if the permit is issued within 1 year of plan approval.)</i>	Each intersection	\$	1,800.00
	b. Upgrade or modification of existing traffic signals (including signals, poles and all incidental wiring and interconnects.) <i>(50% of this fee shall be paid at time of application for plan review. This up-front fee shall be applied to the all permit fee if the permit is issued within 1 year of plan approval.)</i>	Each intersection	\$	1,200.00
17.	UNDERGROUND UTILITIES For the installation or repair of sanitary and storm sewer, water lines, gas lines, buried electric, telephone, CATV or other underground utilities:	1 st 100 l/f or less	\$	175.00
		Each additional 100 l/f	\$	55.00
	For sewerline	Each lineal ft.	\$	10.00
18.	WATER & SEWER CONNECTION		\$	105.00

Banner Fees

Revenue Description

Florida local governments are allowed to charge a fee for the privilege of placing banners on light poles within the public right-of-way. The fee also held defray the costs of dealing with licensed installers and with damaged and errant signs that fall to the street. The Transportation Fund charges a small fee for public or private entities to install banners on public street light poles.

Legal Basis for Revenue

Florida Statutes §206.41(1)(g) and §206.41(1)(b).
 City of Miami Gardens Charter Article 4, Section 4.9
 City of Miami Gardens Ordinance 2005-07-45
 City of Miami Gardens Ordinance 2007-16-122

Special Requirements

None.

Fund/Account Number

Transportation Fund
 100-00-00-329-100-00

Use of Revenue

Transportation Fund. Unrestricted.

Method/Frequency of Payment

Fees are collected from businesses and non-profit organizations desiring to place banners on light poles. Fees are subsequently remitted to the City.

Basis for Budget Estimate

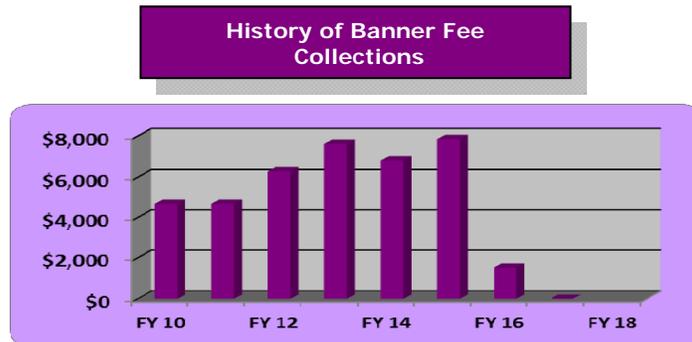
Estimate for budgeting purposes is made by the City based on historical collections and trend analysis.

Collection History		
<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$3,300	-19.71%
FY 11	\$4,675	41.67%
FY 12	\$4,675	0.00%
FY 13	\$6,290	34.55%
FY 14	\$7,610	20.99%
FY 15	\$6,785	-10.84%
FY 16	\$7,845	15.62%
FY 17*	\$1,500	-80.88%
FY 18**	\$0	-100%

* Estimated
 **Budgeted

Discussion

This is a minor revenue source to compensate the City for tracking signs in the City and for the use of the public right-of-way.



B BANNERS

1. ADMINISTRATION

- a. Other Requirements
 - 1. Applicant must provide an emergency contact
 - 2. Banner placed on FDOT Right-of-way must have approvals from FDOT and adhere to their regulations (Florida Statute 337.407 – Regulations of signs and lights within right-of way.
 - 3. The City assumes no liability by the issuance of this permit. The applicant is responsible to see to the safe erection, operation, and removal of the banner.
 - 4. Applicants shall be responsible for the observance of all necessary safety precautions in the construction, erection and removal of flags and/or banners.
- b. Regulations
 - 1. Banners may only be displayed for a period of up to thirty (30) days, unless the City Manager or his designee grants an extension in writing.
 - 2. If a banner(s) is not removed by the applicant within the aforementioned thirty (30) day time period, the City shall have the right to assess a fine of ten (\$ 10.00) dollars per day, per banner. The failure to remove banner(s) in the specified time may also subject the applicant to forfeiting the right to erect banners in the City in the future.

Per day per banner \$10.00

- 3. Banners shall be used solely for the purpose of promoting public events, seasonal decorations or holidays, and for no other purpose.
- 4. The event for which the banner is to be displayed shall be of a City or County-wide, public nature and shall have no commercial advertising except for the name and/or logo of the event or sponsor, which shall not exceed in area 20% of the banner face.

2. BANNER FEES

- a. Basic approval fee \$50.00
- b. Banner
 - 1. For profit event held within the City limits.
Each \$50.
 - 2. For profit event held outside the City limits.
Each \$75.
 - 3. Non-Profit event held within the City limits.
Each \$10.
 - 4. Non-Profit event held outside the City limits.
Each \$20.

Grants and Donations

Revenue Description

Periodically, the City is awarded grants from other governmental agencies or private organizations. These grants are usually specific to a particular activity. Revenue may be received in advance of the actual performance, but more usual is for the revenues to be received after completion of the activity for which the grant was awarded. Often, partial draw downs on the grants can be effectuated upon completion of various milestones of progress toward the completion of the activity.

Legal Basis for Revenue

Florida Statutes §166.231
 City of Miami Gardens Charter Article 4, Section 4.9
 City of Miami Gardens Ordinance 2007-16-122

Special Requirements: None.

Fund/Account #: TF 100-00-00-389-400-00

Use of Revenue

Transportation Fund. Restricted to the purpose for which it was received.

Method/Frequency of Payment

Occasional. No set frequency.

Basis for Budget Estimate

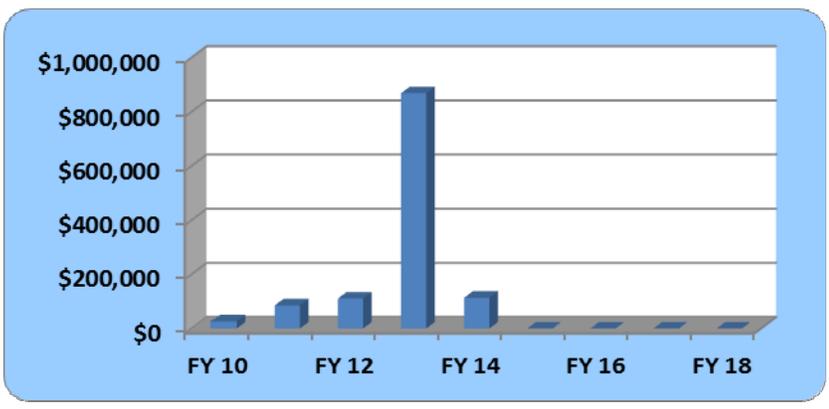
Estimate f is based on approved grant awards.

Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$85,128	
FY 11	\$110,593	29.91%
FY 12	\$868,650	685.45%
FY 13	\$58,415	-93.28%
FY 14	\$113,425	-86.94%
FY 15	0	-100%
FY 16	0	0
FY 17*	0	0
FY 18**	0	0

* Estimated
 ** Budgeted

History of Grants and Donations Revenue to the Transportation Fund



Discussion

Generally, grants for the Transportation Fund are received by the CIP Fund. Only operating grants are accounted for here. These include equipment grants and program grants received by Keep Miami Gardens Beautiful. The spikes in FY-06/07 were a result of Hurricane Wilma Reimbursement grants. The spike in FY 13 is attributed to grants received from the State for the pedestrian bridge. A separate Grant Fund has been established in FY 2015, grants received for Keep Miami Gardens Beautiful are recorded in the Grant since FY 2015.

Interest Income

Revenue Description

Generally, the City deposits its revenues in a general operations account at its authorized depository. These funds earn interest in this account until expended. Routinely however, the City has more funds in this account than is actually necessary to meet operational needs at any particular time. In those cases, funds are transferred to the Florida State Board of Administration account which generally earns 30 to 50 basis points higher than a commercial bank deposit.

Since the City received the CITT settlement in FY 2012, it is projected that interests will be allocated for FY 2013.

Legal Basis for Revenue

Florida Statutes §166.231, 180.14, 80.20

City of Miami Gardens Charter Article 4, Section 4.9 and Article 8, Section 8.3 & Section 8.4

City of Miami Gardens Ordinance 2007-16-122

Special Requirements:

None.

Fund/Account Number:

Transportation Fund

100-00-00-361-100-00

Use of Revenue:

Transportation Fund, unrestricted.

Method/Frequency of Payment

Interest is credited to the Transportation Fund on a monthly basis in proportion to their participation in pooled cash.

Basis for Budget Estimate

Estimate for the budget is based on historical receipts and trend analysis and anticipated cash available for deposit.

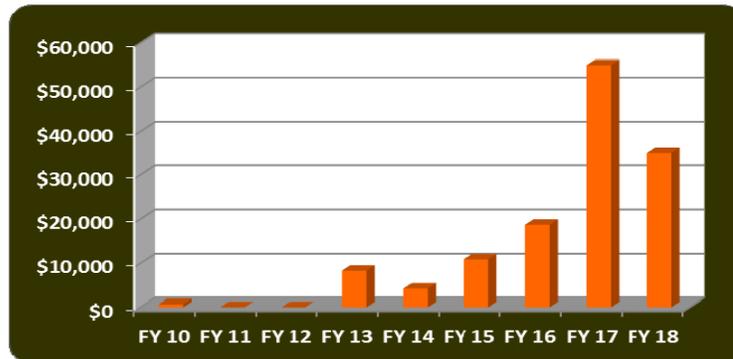
Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 12	\$0	
FY 13	\$8,320	100.00%
FY 14	\$4,213	100.00%
FY 15	\$10,905	100.00%
FY 16	\$18,677	71.27%
FY 17*	\$55,000	194.48%
FY 18**	\$35,000	-36.36%

* Estimated

** Budgeted

History of Interest Revenue to the Transportation Fund



FDOT Landscaping Agreement

Revenue Description

As part of the City's overall beautification program, the City requested of FDOT the task of maintaining state road medians within the City. This has allowed the City to upgrade the planting in these medians and swales. The agreement calls for the State to pay the City each year the same amount it would have paid a private contractor to maintain these medians.

The actual cost of upkeep of these medians is significantly higher as the City has added water and thousands of plants.

Legal Basis for Revenue

Florida Statutes §166.231, 180.14, 80.20

City of Miami Gardens Charter Article 4, Section 4.9 and Article 8, Section 8.3 & Section 8.4

City of Miami Gardens JPA Agreement with FDOT.

Special Requirements

None.

Fund/Account Number

Transportation Fund

100-00-00-334-390-00

Use of Revenue

Transportation Fund, unrestricted.

Method/Frequency of Payment

Interest is credited to the Transportation Fund on a monthly basis in proportion to their participation in pooled cash.

Basis for Budget Estimate

Estimate for the budget is based on historical receipts and trend analysis and anticipated cash available for deposit.

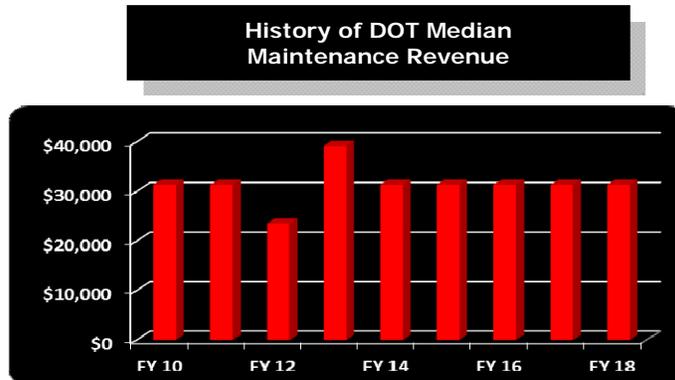
<i>Fiscal Year</i>	Collection History	
	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$31,357	
FY 11	\$31,356	0.00%
FY 12	\$23,518	-25.00%
FY 13	\$39,197	66.67%
FY 14	\$31,358	-20.00%
FY 15	\$31,356	-0.01%
FY 16	\$31,358	0.00%
FY 17*	\$31,358	0.00%
FY 18**	\$31,358	0.00%

* Estimated

** Budgeted

Discussion

This is the yearly payment from the Florida Department of Transportation to cover the cost of maintaining the medians on state roads within the City (SR-7, NW 183rd Street and NW 27th Avenue). The amount is far less than the actual cost. The rate will be adjusted by District #6 DOT after it awards its yearly median maintenance bid.



Other Non-Operating (Undesignated Fund Balance)

Revenue Description

It is the City's policy to budget the fund balance reserve each year. This provides additional flexibility should emergency funding is needed and provides the public with transparency with regards to our reserve balance.

Legal Basis for Revenue

Florida Statutes §166.231, 180.14, 80.20
 City of Miami Gardens Charter Article 4, Section 4.9 & Article 8, Sections 8.3 & 8.4
 City of Miami Gardens Ordinance 2007-16-122

Special Requirements: None.

Fund/Account Number: Transportation Fund
 100-00-00-389-900-00

Use of Revenue: Transportation Fund. Unrestricted.

Method/Frequency of Payment

N/a. Money appropriated with budget approval.

Basis for Budget Estimate

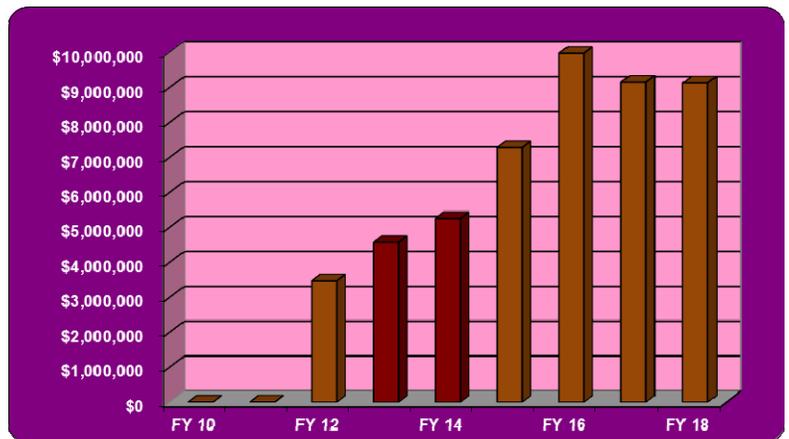
Budgeted amount is based on prior year's audit.

Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$2,625	-99.49%
FY 11	\$7,183	173.64%
FY 12	\$3,459,596	48063.66%
FY 13	4,565,353	31.96%
FY 14	\$5,259,665	15.21%
FY 15	\$7,295,559	38.71%
FY 16	\$9,984,147	36.85%
FY 17*	\$9,160,592	-8.25%
FY 18**	\$9,140,092	-0.22%

* Estimated ** Budgeted

History of Budgeted Fund Balance Reserve in the Transportation Fund



Discussion

In the first two years of the Transportation Fund, the fund balance reserve grew; however, largely as a result of Hurricane Wilma, the reserve declined significantly. It is estimated that the total of un-reimbursed expenses for the Hurricane were in excess of \$800,000. Additional decline is due to several special projects which have required additional funds to complete. The largest of these was the NW 27th Ave, Beautification Program done in conjunction with the Super Bowl in 2007. For the first time in FY-09, FY-10 and again in FY-11 the Fund needed a small subsidy from the General Fund to balance; though in the former two years, it was not used as funds remained at year-end. This was due largely to the decline in State Revenue Sharing receipts.

In FY 2012, the City settled with Miami-Dade County and received a lump sum settlement for CITT funding for the previous years and also begins to receive monthly CITT distribution, increasing the fund balance for the Transportation Fund. For FY 17 and FY 18, the City is expecting to utilize some of the CITT fund balance to complete the capital projects.

1/2 Cent Sales Tax Surcharge (CITT)

Revenue Description

In 2002, Miami-Dade County held a referendum to raise the general sales tax by ½ cent and to dedicate this additional revenue to funding transportation needs. As part of the process, the County entered into agreements with all then existing cities to share this revenue if it passed. The County would keep 80% and the cities would share 20%. Even though the original resolution establishing this arrangement stated that if new cities came along, they would negotiate with the County for their proportionate share. Three cities have incorporated since that date and the County has refused to negotiate in good faith with any of them (Miami Gardens, Doral and Cutler Bay).

Revenue received under this tax must be used by the cities for transportation purposes only. At least 20% must be used for transit-related purposes and the balance can be used for other transportation needs.

In FY-11, the City sued the County for these fund in FY 2012, the County settled with a payment of approximately \$11.0 million.

Legal Basis for Revenue

State Statute
Miami Dade Ordinance

Special Requirements

20% must be used for Transit-related expenditures and 80% must be used for other transportation-related expenses.

Fund/Account Number

Transportation Fund: 100-00-00-312-600-00

Use of Revenue: Transportation Fund.

Method/Frequency of Payment

Monthly from Miami-Dade County

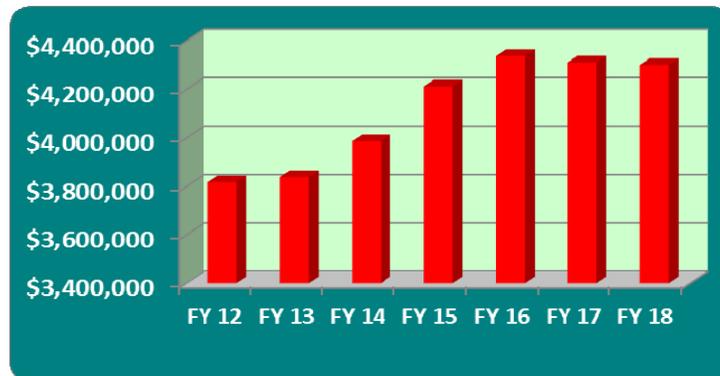
Basis for Budget Estimate: County estimate.

Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 13	\$3,837,951	
FY 14	\$3,985,238	3.84%
FY 15	\$4,211,283	5.67%
FY 16	\$4,336,722	2.98%
FY 17*	\$4,310,000	-0.62%
FY 18**	\$4,300,000	-0.23%

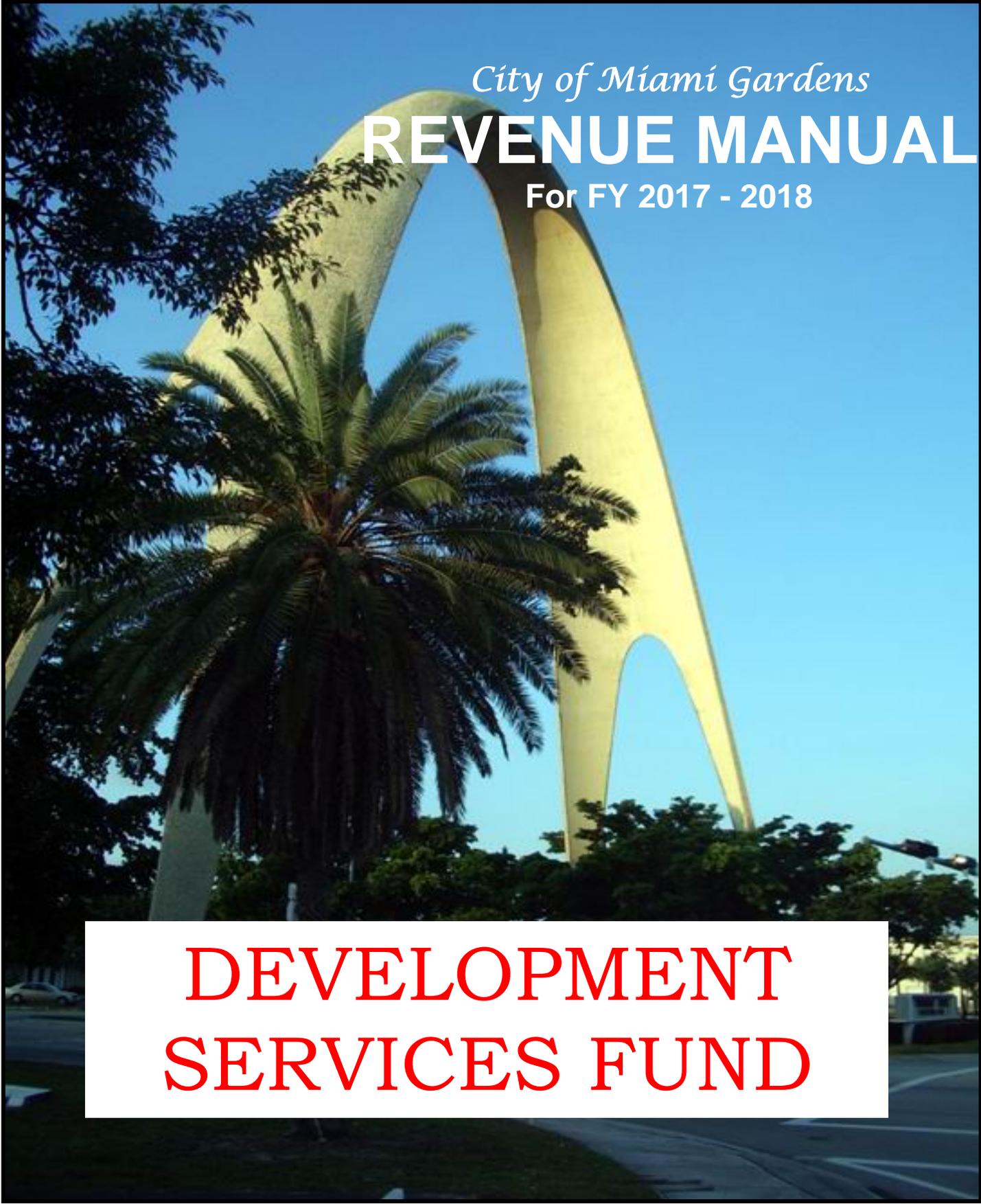
*Estimated.

** Budgeted



Discussion

The revenue source is lagging by four months, so it is difficult for staff to perform accurate projection. To be conservative staff is projecting based on the current trend resulting in lower amount for FY 2017 and FY 2018.



City of Miami Gardens
REVENUE MANUAL
For FY 2017 - 2018

**DEVELOPMENT
SERVICES FUND**

Community Development District Fees

Revenue Description

Periodically, a developer request that the City establish a Community Development District pursuant to Florida Statutes §190.05(1). The City charges a fee to review the application. Once operational, the City charges a yearly monitoring fee.

Legal Basis for Revenue

Florida Statutes §166.231, §190.05(b)(1) and (2)

City of Miami Gardens Charter Article 4, Sections 4.11 and 4.9 & Article 8, Sections 8.3 & 8.4

City of Miami Garden Ordinance 2004-16-32

City of Miami Garden Ordinance 2006-03-349

Special Requirements

None.

Fund/Account Number

Development Services Fund

105-00-00-329-400-00

Use of Revenue

Development Services Fund, unrestricted.

Method/Frequency of Payment

Occasional. No set frequency.

Basis for Budget Estimate

Estimate, if any, is based on prior knowledge of a developer request.

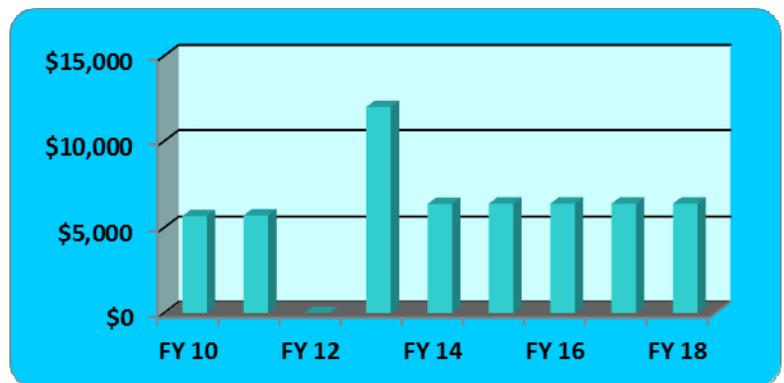
Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$5,680	
FY 11	\$5,730	0.88%
FY 12	\$0	-100.00%
FY 13	\$12,010	100.00%
FY 14	\$6,390	-46.79%
FY 15	\$6,410	0.31%
FY 16	\$6,410	0.00%
FY 17*	\$6,410	0.00%
FY 18**	\$6,410	0.00%

* Estimated

** Budgeted

History of Community Development District Application Fee



Discussion

Occasionally, a developer will request the establishment of a special purpose government pursuant to Florida Statutes §190.05(1). The City's planning department reviews the applications and makes a recommendation to the City Council. The City Council, in turn, makes a recommendation to the Board of County Commissioners. Final approval lies with the BCC. Currently the City has three CDD's. Fees for FY-12 were not collected until FY-13.

While Community Developments are a special purpose government, most of its activity impacts the City. Often these districts are responsible for road, utility and drainage maintenance. These system feed into the City's systems. Also, when the District has completed paying for these infrastructure improvements, they generally become the property of the City. The City must monitor the District's maintenance activity to ensure that when these assets become the City's, they will be transferred in good condition. Additionally, the city receives numerous calls form the residents in these districts complaining about the infrastructure. These calls must be checked and routed to the District for correction where appropriate.

Fee Schedule

District Application Fee (all sizes)

\$15,000

Districts Monitoring Fee (all sizes)

\$1,000 or \$100 per unit per year, whichever is greater

Building Fees

Revenue Description

The City's Building Department assesses various fees for its services. These fees are designed to recover the cost of processing and inspecting various land development and construction related activities.

Legal Basis for Revenue

Florida Statutes §166.231
 Miami Dade County Code Sec. 8CC-10.
 City of Miami Gardens Charter Article 4, Section 4.9 & Article 8, Sections 8.3

Special Requirements

None.

Fund/Account Number

Development Services Fund
 105-00-00-322-002-00

Use of Revenue

Development Services Fund, unrestricted.

Method/Frequency of Payment

Revenue is collected upon application for a permit or other requested activity.

Basis for Budget Estimate

Estimate for budgeting purposes is made by the City staff based on historical collections and trend analysis.

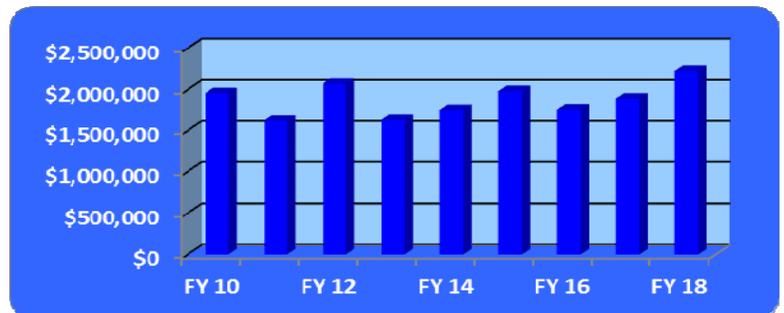
Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$1,956,892	
FY 11	\$1,615,243	-17.46%
FY 12	\$2,069,911	28.15%
FY 13	\$1,624,781	-21.50%
FY 14	\$1,741,949	7.21%
FY 15	\$1,981,300	13.74%
FY 16	\$1,747,091	-11.82%
FY 17*	\$1,891,006	8.24%
FY 18**	\$2,220,338	17.42%

* Estimated

** Budgeted

History of Building Permit Revenue to the Development Services Fund



Discussion

Prior to FY-05, all building permit activity was handled by Miami-Dade County. In FY-05, the City established its own department; however, the City retained the County fee schedule. FY-06 saw significant development activity which is reflected in the revenues; however, with the development bust in FY-07, revenues declined significantly and have remained low. This has resulted in the General Fund having to subsidize the Fund by over \$1 million in FY-08; \$1.8 million in FY-09; and \$1.2 million in FY-10. FY-11 is \$600k short. FY-12 increases are attributed to the issuance of permits of the City Hall Project.

FEES

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II. BUILDING SERVICES DIVISION

A. ADMINISTRATION

GENERAL INFORMATION ON SPECIAL FEES, REFUNDS, EXTENSIONS AND CANCELLATIONS.

1. ACTUAL COST FOR PROJECTS REQUIRING SERVICES NOT CONTEMPLATED IN CURRENT FEE STRUCTURE

- a. The Building Official, or designee, has the authority to invoice for reimbursement of actual costs on project(s) requiring services not contemplated in the current fee structure.
- b. The invoice will consist of actual labor cost, including any and all fringe benefit costs the Division is legally obligated to pay. Additionally, the invoice will include any other indirect cost associated with the actual labor cost, as determined by the City of Miami Gardens Building Services Division's Finance Section on a yearly basis.
- c. All of this (these) project(s) will have mutually agreed on contact(s), which will be maintained in the Finance Section. The Building Official will also have the ability to request a deposit amount that is mutually acceptable to the Division and Company or individual that is legally responsible for the project(s). The deposit amount shall be used to offset the final executed agreement with the Division. The life span of the project(s) shall be included in the agreement.

2. ANNUAL FACILITY PERMIT

In accordance with provisions of the Florida Building Code and the Miami-Dade County Code Chapter 10, Each firm or organization in the City of Miami Gardens which Performs its own maintenance work with certified maintenance Personnel in Factory-Industrial (Group F) Facilities, as well as helpers there under, may pay to City of Miami Gardens an annual Master and Subsidiary Facility Permit (Premise Permit) - fee in lieu of other fees for maintenance work. Such fee shall be paid to the Building Department and such permit shall be renewed annually at a fee which is calculated in accordance with the provisions of this sub-section.

Prior to Each Facility Permit's expiration; the holder will be sent a renewal notice to continue the Premise Permit for the next renewal Period. The fee will be the same as the original Facility Permit Fee. No allowance shall be made for late renewal fees or part year renewal fees.

a. Master Facility Permit	Each Employee	\$	63.00
		Minimum	\$ 1192.80
b. Subsidiary Facility	Each Employee	\$	63.00
		Minimum	\$ 333.90

3. BUILDING PERMIT CANCELLATION

Each \$ 75.40

4. BUILDING PERMIT CHANGE OF CONTRACTOR, ARCHITECT AND/OR ENGINEER

Each \$ 113.75

5. BUILDING PERMIT EXTENSIONS

Each \$ 72.25

6. CITY SURCHARGE

A technology fee of 15% of the total Building Permit fee shall be assessed to each permit to enhance the City's ability to provide state-of-the-art technology to its Building Services Division customers.

Permit Fee 15%

7. DEPARTMENTAL RECORDS

a. Certified copies

Each page \$ 1.10

b. Notary Public service

Each document \$ 5.00

c. Plan Digitizing

i. External

Administrative Fee

15%

Scanning Services

CD Burning

Each \$ 4.22

Delivery to City of Miami Gardens

Each trip \$ 4.95

Electronic Transmission (scans)

Each \$ 3.50

File Indexing (Renaming files)

Each \$ 0.15

Folding of Documents

Each \$ 0.10

Pickup at City of Miami Gardens

Each trip \$ 4.95

8 1/2" x 11"

Each sheet \$ 0.02

8 1/2" x 14"

Each sheet \$ 0.02

11" x 17"

Each sheet \$ 0.05

12" x 18"

Each sheet \$ 0.08

18" x 24"

Each sheet \$ 0.21

24" x 36"

Each sheet \$ 0.25

30" x 42"

Each sheet \$ 0.35

36" x 48"

Each sheet \$ 0.45

Screw Post Bind

Each \$ 1.22

Staple Assembly

Each \$ 0.10

Miami Dade County UAP Surcharge

2%

ii. Internal

Administrative Fee

15%

Scanning Services

8 1/2" x 11"

Each sheet \$ 0.02

8 1/2" x 14"

Each sheet \$ 0.02

11" x 17"

Each sheet \$ 0.05

12" x 18"

Each sheet \$ 0.08

18" x 24"

Each sheet \$ 0.21

24" x 36"

Each sheet \$ 0.25

30" x 42"

Each sheet \$ 0.35

36" x 48"

Each sheet \$ 0.45

d. Reproduced records

i. External

Administrative Fee

15%

8 ½" x 11"	Each sheet	\$	0.03
8 ½" x 14"	Each sheet	\$	0.05
11" x 17"	Each sheet	\$	0.09
18" x 24"	Each sheet	\$	0.21
24" x 36"	Each sheet	\$	0.42
30" x 42"	Each sheet	\$	0.54
36" x 48"	Each sheet	\$	0.84
Miami Dade County UAP Surcharge			2%
ii. Internal			
Administrative Fee			15%
8 ½" x 11"	Each sheet	\$	0.25
8 ½" x 14"	Each sheet	\$	0.25
11" x 17"	Each sheet	\$	5.50
18" x 24"	Each sheet	\$	5.50
24" x 36"	Each sheet	\$	5.50
30" x 42"	Each sheet	\$	5.50
36" x 48"	Each sheet	\$	5.50

8. DOUBLE FEE

When work for which a permit is required is commenced prior to obtaining a permit, the payment of the required fee shall not relieve the applicant of other penalties established by law. The double fee requirements shall be applicable to all divisions of the Building Services Division.

Double (2x)
the permit fee
+ penalty

\$ 126.00

For second offense of doing work without a permit.
For each offense thereafter.

\$ 252.50
\$ 631.50

9. EARLY START

FBC 105.12 Work starting before permit issuance. Upon approval of the building official, the scope of work delineated in the building permit application and plan may be started prior to the final approval and issuance of the permit, provided any work completed is entirely at risk of the permit applicant and the work does not proceed past the first required inspection.

Each master
permit

\$ 500.00

10. EXEMPTIONS

F.S. 295.16 Disabled veterans exempt from certain license or permit fee.—A totally and permanently disabled veteran who is a resident of Florida and honorably discharged from the Armed Forces, who has been issued a valid identification card by the Department of Veterans' Affairs in accordance with s. 295.17 or has been determined by the United States Department of Veterans Affairs or its predecessor to have a service-connected 100-percent disability rating for compensation, or who has been determined to have a service-connected disability rating of 100 percent and is in receipt of disability retirement pay from any branch of the uniformed armed services is not required to pay any license or permit fee, by whatever name known, to any county or municipality in order to make improvements upon a dwelling owned by the veteran which is used as the veteran's residence, if such improvements are limited to ramps, widening of doors, and similar improvements for the purpose of making the dwelling habitable or safe for the veteran. History.—s. 1, ch. 78-69; s. 4, ch. 83-71; s. 25, ch. 88-290; s. 9, ch. 93-268; s. 11, ch. 2006-69; s. 1, ch. 2006-250; s. 1, ch. 2009-109.

11. FEES BASED ON ESTIMATED COST – DOCUMENTATION REQUIREMENTS

The Building Department may require the permit applicant to submit appropriate documentation as proof of estimated cost of construction used to compute permit fees.

12. INSPECTIONS AND PLAN REVIEWS

a. **ADDITIONAL INSPECTION FEE** \$ 78.55

The building permit fee entitles the permit holder to an initial and follow-up inspection for each type of mandatory inspection. All work shall be inspected and deficiencies shall be noted by the building inspector. When the work to be inspected is only partially complete, the inspection shall be Performed on those portions of the work completed, provided that compliance with the applicable Building Code(s) may be determined with respect to those portions. A permit holder shall pay a fee of \$78.55 for each additional inspection required to assure compliance with the applicable Building Code(s) beyond the initial and one follow-up inspection.

All additional inspection fees shall be paid by any method acceptable to the City of Miami Gardens.

b. **CONSULTATIONS AFTER REGULAR HOURS OF OPERATION.**

Charges for customer to meet with the technical team. Outside	1 st hour	\$	199.50
the scheduled hours for consultation, will be at a rate of \$ 199.50	Each additional	\$	
1st hour and \$ 68.10 for each additional and part thereof.			68.10

c. **ENFORCEMENT FLORIDA STATUTE 553.80 ENFORCEMENT (APPLICABLE TO ALL TRADES)**

1. Plans Rework fee (See explanation below).	Each review	\$	112.10
	Each trade		

“Section 2(b) – With respect to evaluation of design professionals’ documents, if a local government finds it necessary, in order to enforce compliance with the Florida Building Code and issue a permit, to reject design documents required by the code three or more times for failure to correct a code violation specifically and continuously noted in each rejection, including but not limited to, egress fire protection, structural stability, energy accessibility, lighting, ventilation, electrical, mechanical, plumbing and gas systems, or other requirements identified by rule of the Florida Building Commission adopted pursuant to Chapter 120, the local government shall impose, each time after the third such review the plans are rejected for that code violation, a fee of four times the amount of the proportion of the permit fee attributed to plans review.”

2. Re-Inspection Fee (See explanation below)	Each insp.	\$	75.50
	Each trade		

“Section 2(c) – With respect to inspections, if a local government finds it necessary, in order to enforce compliance with the Florida Building Code, to conduct any inspection after an initial inspection and one subsequent re-inspection of any project or activity for the same code violation specifically and continuously noted in each rejection, including but not limited to egress, fire protection, structural stability, energy, accessibility, lighting, ventilation, electrical, mechanical, plumbing and gas systems, or other requirements identified by rule of the Florida Building Commission adopted pursuant to Chapter 120, the local government shall impose a fee of four times the amount of the fee imposed for the initial inspection or first re-inspection, whichever is greater for each such subsequent re-inspection.”

d. EXPEDITE PLAN REVIEW SERVICES

Permit applicants who request an alternate plan review service for an expedited review, to be completed after normal working hours, will be assessed a fee. This fee shall be as follow:

1. Residential	Each trade 1 st 4 hours	\$	239.00
	Each additional hour	\$	59.75
2. Commercial	Each trade 1 st 4 hours	\$	515.20
	Each additional hour	\$	128.80

- e. OVERTIME INSPECTIONS AND PLAN REVIEW
- Charges for construction inspections or plan review, which are requested in advance and require overtime, will be at a rate of \$ 91.12.35 Each hour, or fraction thereof, and \$ 139.65 Each hour, or fraction thereof, on a holiday. Fees are over and above the permit fees with a minimum of three (3) hours.

Each hour	\$	91.15
Each hour	\$	146.60
Holiday		

13. INTEREST CHARGES ON UNPAID AMOUNTS DUE TO THE CITY OF MIAMI GARDENS BUILDING SERVICES DIVISION

- a. The City of Miami Gardens Building Services Division is authorized to impose an interest charge on any and all unpaid amounts which are due to the Division. This includes, without limitation, items such as past due boiler fees, 40 year recertification fees, Civil Violation fines and demolition costs. The City of Miami Gardens Building Services Division shall also have the authority to charge interest as part of any settlement agreement of installment payment plan to recover fees, fines or costs as well as outstanding liens.
- b. The interest charged shall be assessed as provided for in applicable County Code provisions or administrative orders. In all other cases, interest shall be charged from the date the amount was due and payable to the Division computed at the rate of ten Percent (10%) Each annum. The Building Official or designee shall have the right to waive all or any portion of the interest charged in order to ensure public safety concerns are met.

14. LOST PERMIT CARD FEE

A replacement fee shall be charged for the loss of a permit Inspection Record Card after a permit has been issued. \$ 32.50

15. LOST PLANS RECERTIFICATION FEE

When plans for new buildings and additions are lost by the owner or contractor, a recertification fee will be required to review, stamp and approve a new set of plans as a field copy.		\$	28.25
Certification charge	Each page	\$	1.05
16. MIAMI DADE COUNTY PERMIT CLOSURES			
Renew and close each expired permit previously issued by Miami-Dade County.	Each expired permit	\$	164.50
A fee of <u>one hundred sixty-four dollars and forty-four cents</u> shall be charged to renew and close each expired permit previously issued by Miami-Dade County. the applicant must submits to the City of Miami Gardens Building Official an affidavit from a registered architect or Engineer that satisfies the requirements of the Florida Building Code to renew and close the expired permit, and that the affidavit includes evidence that the construction was completed prior to March 1, 2002			
17. RECERTIFICATION (40 YEAR-10 YEAR) PROGRAM			
a. There shall be a fee of <u>three hundred twenty-nine dollars and ninety-two cents</u> per building, for every Forty (40) Year Building re-certification program application as required under the Miami-Dade County Code Chapter 8.	Each	\$	330.00
b. Each preceding Ten (10) Year re-certification application as required under the Miami-Dade County Code Chapter 8.		\$	330.00
c. There shall be a fee of <u>fifty-four dollars and ninety-nine cents</u> extension fee for every application for subsequent Ten (10) Year re-certification program applications.		\$	55.00
18. REVISIONS AND SHOP DRAWINGS			
A fee of \$78.75 Each trade Each hour for a minimum of (1) hour will be applied for revisions and shop drawings.	Each hour Each trade	\$	78.75
19. REFUNDS, TIME LIMITATIONS & CANCELLATIONS			
The fees charged pursuant to this schedule, may be refunded by the municipality subject to the following :			
a. No refunds shall be made on request involving; permit fees of one hundred dollars (\$100.00) or less; or PERMITS revoked by the Building Official under authority granted by Florida Building Code, of PERMITS cancelled by court order, or Conditional PERMITS; or permit which have expired; or permit under which work has commenced as evidence by any recorded inspection having been made by the Building Department; or when there is a change of contractor.			

- b. A full refund shall be granted to a permit holder who takes out a permit covering work outside the jurisdictional inspection area. A full refund less than one hundred dollars (\$100.00) or fifty Percent (50%) of the permit fee, whichever amount is greater, rounded down to the nearest dollar shall be granted to a permit holder who request a refund, provided: that the permit holder makes a written request prior to permit expiration date; and that the applicant's validated copy of the permit be submitted with such a request; and that no work as evidenced by any recorded inspection has commenced under such permit.
- c. If work has commenced, and where a permit has become null and void pursuant to the applicable Building Code(s), a credit of fifty Percent (50%) of the original permit fee shall be applied to any re-application fee for a permit covering the same project and involving the same plans, provided the work in place and required completion of the structure meets all applicable regulations in effect at the time. The initial permit becomes null and void and regulations which may have become effective between the date of expiration and the date of issuance of the new permit.
- d. Where a permit has become null and void pursuant to Florida Building Code, a credit of fifty Percent (50%) of the permit fee shall be applied to any re-application fee for a permit covering the same project and involving the same plans, provided the complete re-application is within six (6) months of the expiration date of the original permit, and provided that no refund had been made as provided in this Section.
- e. A fee shall be charged to renew and close expired PERMITS previously issued by the County, provided the applicant submits to the municipality's Building Official an affidavit from a registered architect or Engineer that satisfies the requirements of the Florida Building Code to renew and close the expired permit, and that the affidavit includes evidence that the construction was completed prior to March 1, 2002. \$ 164.50
- f. Where no permit was obtained, in accordance with the applicable Building Code(s), the minimum permit fee for the trade shall apply to any new permit application.

20. SOIL IMPROVEMENT AND LAND CLEARING

a. Commercial	Each lot	\$ 1,154.75
	Each sheet	\$ 5.75
b. Residential	Each lot	\$ 173.25
	Each sheet	\$ 5.75

B. BUILDING PERMIT FEES

- 1. "UP-FRONT" PROCESSING FEE (non-refundable)
 - When the building permit application is received, the applicant shall pay an "Up-Front" processing fee equal to thirty percent (30%) of the permit fee 30% Upfront Fee
- 2. MINIMUM FEE FOR BUILDING PERMITS
 - a. Commercial \$ 220.00

b. Residential		\$	78.55
3. ALTERATION AND/OR REPAIR			
a. Commercial			
1. Each \$1.00 of construction value if square footage is provided, the construction value will be based on a cost of \$1.25/SF or the value provided by the permit application, whichever is higher. If no square footage is provided, the construction value will be based on the value provided by the permit applicant.	Each \$ 1.00 Job Value	\$	0.03
2. MINIMUM FEE		\$	220.00
b. Residential			
1. Single Family Residence and Duplex	Each \$ 1.00 Job Value	\$	0.06
2. MINIMUM FEE		\$	78.55
3. MAXIMUM FEE		\$	1650.00
4. Shade Houses	Each 100 s/f	\$	0.40
4. AWNINGS, CANOPIES AND SCREEN ENCLOSURES			
a. Awnings & Canopies	Each	\$	230.40
b. Free Standing Canopies	Each	\$	230.40
c. Screen Enclosures	Each	\$	230.40
5. CHICKEE HUTS			
Constructed by other than Miccosukee Tribe of Indians or Seminole Tribe of Florida (Fee plus Electrical, Plumbing when applicable)	Each	\$	230.40
6. DEMOLITION OF BUILDINGS			
	Each \$ 1.00 Job Value	\$.03
7. FENCES AND/OR WALLS			
a. CBS Brick Wall, Metal Panels, PVC Fence or Wood Fence	Each l/f	\$	1.00
b. Commercial Chain Link Fence	Each l/f	\$	1.00
c. Masonry and/or Ornamental Iron	Each l/f	\$	1.35
d. MINIMUM		\$	121.50
8. FLAGPOLE			No Charge
9. GUTTERS		\$	78.55
10. NEW CONSTRUCTION AND /OR ADDITIONS			
New and/or additional for commercial and/or residential includes permit fee for all trades (General Electric, Mechanical, Plumbing, "all other require permit w/fee")			

a. Commercial			
1.	Each s/f	\$	1.70
2. Foundation ONLY	Each \$1.00 job	\$	0.03
MUST BE SUBMITTED	value		
SIMUTANEOUSLY WITH MASTER NEW			
CONSTRUCTION PERMIT.			
Any foundation permit issued in accordance			
with FBC 105.13 will be valid for six (6)			
months from the date of issuance.			
NO EXCEPTIONS WILL BE GRANTED ON			
THE FOUNDATION PERMIT.			
3. MINIMUM FEE		\$	220.00
b. Residential			
1. 0 – 300 s/f		\$	537.30
2. 301 – 650 s/f		\$	673.50
3. 651 – or above	Each s/f	\$	1.10
11. PARKING LOTS			
a. New or repair	Each lot	\$	201.10
b. Re-striping existing lot (Separate for Electrical & Plumbing, if applicable).	Each lot	\$	132.00
12. ROOFING AND RE-ROOFING			
a. Lightweight Insulating Concrete	Flat fee	\$	126.75
b. Roofing Flat/Shingle	Each s/f	\$	0.14
c. Roofing Tile/Metal Roof	Each s/f	\$	0.17
d. MINIMUM FEE			138.25
13. SHORT TERM EVENT – PROFESSIONAL CERTIFICATION			
Affidavit and verification forms required. (30 days or less)	Each	\$	262.50
14. SIGN PERMIT FEE			
a.	Each installation	\$	230.40
b. If applicable, electrical sign electrical sign fee permit.	Each	\$	230.40
15. SLABS AND DRIVEWAYS			
a. Asphalt Driveway		\$	78.95
b. Cast Concrete Driveway		\$	78.95
c. Pavers Driveway		\$	78.95
d. Slabs Only		\$	78.95
e. Approach Only		\$	78.95
f. Sidewalk Only		\$	78.95
g. Approach and Sidewalk		\$	146.30
16. SWIMMING POOLS, SPAS AND HOT TUBS			
Installation of swimming pools/spas – <i>includes permit fees for all trades</i>			
a. Pool, spa and deck		\$	750.00
b. Spa/Hot tub only		\$	750.00

17. TEMPORARY PLATFORMS AND TEMPORARY BLEACHERS TO BE USED FOR PUBLIC ASSEMBLY			
a.	Bleacher	Each	\$ 89.00
b.	Platform	Each	\$ 89.00
18. TEMPORARY TRAILER (FOR CONSTRUCTION)			
	Tie Down Inspection Fee (This does not include installation of meter mounts and service equipment. Separate mechanical, plumbing and related electrical PERMITS are required).		\$ 288.00
19. TENTS			
	Electrical & Plumbing PERMITS are pulled separately.	Each	\$ 220.00
20. WINDOWS OR DOORS, ORNAMENTAL IRON BARS/SAFETY BARS, SHUTTERS			
a.	Installation and/or Alteration (except New Construction)	1 st install	\$ 50.50
b.		Each additional	\$ 5.75

C. CERTIFICATES OF OCCUPANCY

1. APARTMENTS, HOTELS, MULTIPLE FAMILY USES			
a.	2 to 50 units		\$ 115.25
b.	51 to 100 units		\$ 175.95
c.	101 and up units		\$ 230.45
2. BUILDING SHELL COMMERCIAL (New Construction)			
	Building and Unit Shell		\$ 125.70
3. COMMERCIAL/INDUSTRIAL			
		Each s/f	\$ 0.07
a.	MINIMUM FEE		\$ 192.00
b.	MAXIMUM FEE		\$ 2,200.00
4. EXTENSION			
	A fee shall be paid by the certificate holder who submits a written request for a TCO extension as authorized under the Florida Building Code.		\$ 72.25
5. SINGLE FAMILY RESIDENCE, TOWNHOUSES, DUPLEX (C.O.).			
		Each unit	\$ 69.15
6. TCO			
	Temporary Certificate of Occupancy		100% final CO Fee
7. TCO EXTENSION			
	50% of the final CO fees for a 90 days extension Each Period		50% final CO Fees
8. VIOLATION			
	Occupancy w/o CO (in violation)		\$ 550.00

D. ELECTRICAL PERMIT FEES

1. "UP-FRONT" PROCESSING FEE (non-refundable)

When the building permit application is received, the applicant shall pay an "Up-Front" processing fee equal to thirty percent (30%) of the permit fee.

30% Upfront Fee
2. MINIMUM FEE FOR BUILDING PERMITS
 - a. Residential \$ 78.55
 - b. Commercial \$ 220.00
3. COMMERCIAL
 - a. Alteration/Repair/Addition Each \$ 1.00 of Job Value \$ 0.03

If square footage is provided the job value will be based on a cost of \$1.19 Each s/f compared to the job value provided by the permit applicant, whichever is higher will be applied.

If no square footage is provided, the job value will be based on the value provided by the permit applicant.
 - b. MINIMUM \$ 220.00
 - c. New Construction No Charge

The master permit for new construction and addition for commercial includes the permit fee for all of the trades (general electrical, general mechanical and general plumbing). All other trades require a permit with fees.
4. FEEDERS
 - a. Include feeders to panels, M. C. C. switchboards, elevators, etc. Each feeder \$ 24.10
 - b. Generators, Automatic Transfer Switches Each KW \$ 12.05
5. RESIDENTIAL
 - a. Alteration/Repair/Addition Each \$ 1.00 of Job Value \$ 0.06

Single Family Residence and Duplex (a copy of executed construction contract required).
 - b. MINIMUM \$ 78.55
 - c. MAXIMUM \$ 1,650.00
 - d. New Construction No Charge

The master permit for new construction and addition for commercial includes the permit fee for all of the trades (general electrical, general mechanical and general plumbing). All other trades require a permit with fees.
6. SERVICES
 - a. Agricultural Services \$ 90.10

b. Conduits	Each 1/f	\$	2.75
Duct bank			
c. Construction Field Office Services	Each service	\$	150.80
d. Free Standing Services	Each service	\$	90.10
e. Ground wire for Screen Bonding	Each install	\$	90.10
f. Mobile Home and RV Service	Each service	\$	90.10
g. Permanent Service to Building	Each 100 amp	\$	9.45
This fee shall be charged for total amperage.	or fractional part		
h. Reconnect Meter	Each service	\$	78.55
i. Service or Panel Repair	Each service	\$	78.55
j. Temporary Service for Construction	Each service	\$	78.55

7. SYSTEMS

a. Burglar Alarm System			
1. Complete - Commercial	Each system	\$	158.90
2. New – Residential	Each label	\$	58.00
Effective January 1, 2015 as Each 2014 Florida Statute 553.793(4)			
3. Repair - Commercial	Each system	\$	78.55
b. Closed Circuit TV System	Each system	\$	135.10
c. Energy Management System			
1.	Each floor	\$	158.15
2. Repair	Each floor	\$	90.10
d. Fire Detection System			
1. Include fire alarm system, halon, etc.. Does not include single 110 volt residential detectors.		\$	187.50
2. MINIMUM			
i. Commercial		\$	220.00
ii. Residential		\$	78.55
3. Repair and additions to existing systems/floor	Each system	\$	90.10
	Each floor		
e. Intercom System	Each system	\$	135.10
f. Phone & Data System	Each system	\$	135.10
g. Security System (card reader)	Each system	\$	135.10
h. Smart House System	Each system	\$	135.10
i. Solar Photovoltaic System	Each system	\$	135.10
j. Vacuum System	Each system	\$	78.55

8. TEMPORARY SERVICE TEST

a. Equipment and service (30 day limit)	Each service	\$	30.40
b. Elevator (180 day limit)	Each elevator	\$	149.77
c. Free Standing Service	Each service	\$	135.10
New meter and service (requires processing) Includes: lift stations, sprinkler systems, street lighting, parking lots, etc. that require new services with separate meters.			

9. TEMPORARY WORK ON CIRCUSES, CARNIVALS, FAIRS, CHRISTMAS TREE LOTS, FIREWORKS, TENTS, ETC.

Each ride	\$	75.50
Each structure		

E. IMPACT FEES

1. GENERAL GOVERNMENT

a. Multi-Family	Each unit	\$	127.78
b. Single Family - Attached	Each unit	\$	219.80
c. Single Family – Detached	Each unit	\$	185.55

2. PARKS – IMPROVEMENTS

a. Multi-Family	Each unit	\$	839.00
b. Single Family - Attached	Each unit	\$	1,207.00
c. Single Family – Detached	Each unit	\$	1,403.00

3. PARKS – OPEN SPACE

a. Multi-Family	Each unit	\$	839.00
b. Single Family - Attached	Each unit	\$	1,267.00
c. Single Family – Detached	Each unit	\$	1,522.00

4. POLICE

a. Non-Residential	Each s/f	\$.285
b. Residential	Each unit	\$	410.70

F. MECHANICAL PERMIT FEES

1. “UP-FRONT” PROCESSING FEE (non-refundable)

When the building permit application is received, the applicant shall pay an "Up-Front" processing fee equal to thirty Percent (30%) of the permit fee. 30% Upfront Fee

2. MINIMUM FEE FOR BUILDING PERMITS

a. Residential	\$	78.55
b. Commercial	\$	220.00

3. A/C & REFRIGERATION

Including replacement, relocation of equipment and new installation (without a master permit).

a. Drain	Each	\$	6.90
b. Kilowatt	Each	\$	4.60
c. Ton	Each	\$	23.05

4. BOILERS

a. Installation			
1. Boilers less than 837 MBTU	Each	\$	115.20
2. Boilers 837 MBTU to 6695 MBTU	Each	\$	164.60
3. Boilers 6695 MBTO and up	Each	\$	248.25

4. Steam driven prime movers	Each	\$	115.20
5. Steam actuated machinery	Each	\$	115.20
6. Unfired pressure vessels (operating at pressures in excess of 60 PSI and having volume of more than 5 cu. Ft.)	Each vessel	\$	115.20
b. Periodic Re-Inspections			
1. Certificate of inspection (where inspected by insurance company)	Each	\$	115.20
2. Hot water Boilers (ANNUAL)		\$	115.20
3. Miniature boilers (ANNUAL)		\$	115.20
4. Penalty for non-compliance:		\$	115.20
i. 30 days late	25%	\$	144.00
ii. After 30 days late	50%	\$	172.80
5. Shop inspection of boiler or pressure vessel	Each	\$	115.20
	completed vessel		
6. Steam boiler (ANNUAL)		\$	115.20
7. Unfired pressure vessels (ANNUAL)		\$	115.20
5. COMMERCIAL			
a. Alteration/Repairs	Each \$ 1.00	\$	0.03
If square footage is provided the job value will be based on a cost of \$1.19 Each s/f compared to the job value provided by the permit applicant, whichever is higher will be applied.			
If no square footage is provided, the job value will be based on the value provided by the permit applicant			
b. Kitchen Hoods	Each	\$	182.75
c. MINIMUM		\$	220.00
d. New Construction			No Charge
The master permit for new construction and addition for commercial includes the permit fee for all of the trades (general electrical, general mechanical and general plumbing). All other trades require a permit with fees.			
6. FURNACE & HEATING EQUIPMENT			
Including: commercial dryers, ovens and other fired objects not elsewhere classified (without master permit).	Each KW	\$	4.60
7. INTERNAL COMBUSTION HOODS			
	Each	\$	113.15
8. OTHER FEES:			
a. Fire chemical halon and spray booths	Each system	\$	210.50
b. Insulation, pneumatic tube, conveyor system, pressure and process piping, sheet metal or fiberglass air conditioning ducts, cooling towers and/or mechanical ventilation	1 st \$ 1,000 of Job Value	\$	121.50
	Each addtn'l \$ 1,000 of Job Value	\$	17.30
9. RESIDENTIAL			

a. Alteration/Repair/Addition Single Family Residence and Duplex (a copy of executed construction contract required).	Each \$ 1.00 of Job Value	\$ 0.06
b. MINIMUM		\$ 78.55
c. MAXIMUM		\$ 1650.00
d. New Construction The master permit for new construction and addition for commercial includes the permit fee for all of the trades (general electrical, general mechanical and general plumbing). All other trades require a permit with fees.		No Charge

10. STORAGE TANKS

For flammable liquids	Each tank	\$ 226.25
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G. MIAMI DADE COUNTY CODE COMPLIANCE FEES

	Per \$ 1.00 Job Value	\$ 0.0006
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H. PLUMBING PERMIT FEES

1. "UP-FRONT" PROCESSING FEE (non-refundable)

When the building permit application is received, the applicant shall pay an "Up-Front" processing fee equal to thirty Percent (30%) of the permit fee.	30% Upfront Fee
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2. MINIMUM FEE FOR BUILDING PERMITS

a. Residential	\$ 78.55
b. Commercial	\$ 220.00

3. COMMERCIAL

a. Alteration/Repairs If square footage is provided the job value will be based on a cost of \$1.19 Each s/f compared to the job value provided by the permit applicant, whichever is higher will be applied. If no square footage is provided, the job value will be based on the value provided by the permit applicant	Each \$ 1.00 of Job Value	\$ 0.03
b. MINIMUM		\$ 220.00
c. New Construction The master permit for new construction and addition for commercial includes the permit fee for all of the trades (general electrical, general mechanical and general plumbing). All other trades require a permit with fees.		No Charge
d. Manhole or Catch Basin		
1.	Each basin	\$ 121.50
2. Addtn'l 10 l/f or part thereof		\$ 30.40
e. Medical Gas and Dental Vacuum Lines		
1. Dental Vacuum Lines	Each system	\$ 47.15
2. Medical Gas		
i. Gas, Each		\$ 121.50
ii. Installation	Each \$1.00 Job Value	\$ 0.03

iii. MINIMUM		\$	220.00
3. Solar Water Heater	Each installation	\$	150.80
f. Natural Gas		\$	
1. Above Ground L. P. gas tanks	Each group of tanks at a single location.	Each	\$ 78.55
2. Appliance (does not include warm air heating units but does include un-vented space (COMMERCIAL)).		Each	\$ 17.80
3. Major Repairs to gas pipe where no fixtures or appliances installation is involved.		Each	\$ 52.05
4. Meter		Each	\$ 8.90
5. Outlet (includes meter & regulator (COMMERCIAL)).		Each	\$ 17.80
6. MINIMUM FEE			78.55
7. Underground L. P. gas tank per group at a single location.		Each	\$ 78.55
g. Sewer			
1. Each building storm sewer and where connection is made to a septic tank, or a collector line or to an existing sewer or to a city Sewer or soakage pit or to a building drain outside a building	Each building sewer	\$	78.55
2. Sewer Capping/Demolition		\$	78.55
h. Storm/Sanitary Utility/Collector Lines for building drain lines			
1.	Each line	\$	121.50
2. Addtn'l 10 l/f or part thereof		\$	17.80
k. Temporary Toilets (Waterborne or Chemical)			
1.	1 st Toilet	\$	78.55
2.	Renewal	\$	78.55
3.	Each Added Toilet	\$	17.80
l. Water and Gas Mains (All Groups)		\$	
1.	Each Main	\$	121.50
2.	Each 10 l/f	\$	17.80
3.	MINIMUM	\$	220.00
m. Water Piping		\$	
1. 2" or less water service backflow assembly		\$	91.10
2. 2 1/2" or larger water service backflow assembly		\$	182.25
3. Irrigation system and underground sprinkler system	Each zone	\$	23.95
4. Replace Solar Panel or New Install		\$	182.25
5. Solar water heater install, equipment replacement or repair		\$	182.25
6. Swimming Pool Heater Replacement or New Install		\$	78.95
7. Swimming Pool Repair		\$	78.95
8. Water service connection to a municipal or private water supply system (for per meter on Each lot)		\$	78.95

4. RESIDENTIAL

a.	Alteration/Repairs	Each \$ 1.00	\$	0.06
b.	If square footage is provided the job value will be based on a cost of \$1.19 Each s/f compared to the job value provided by the permit applicant, whichever is higher will be applied.	of Job Value		
c.	If no square footage is provided, the job value will be based on the value provided by the permit applicant			
d.	MINIMUM		\$	78.55
e.	New Construction			No Charge
f.	The master permit for new construction and addition for commercial includes the permit fee for all of the trades (general electrical, general mechanical and general plumbing). All other trades require a permit with fees.			
g.	Manhole or Catch Basin			
	1.	Each basin	\$	121.50
	2.	Addtn'l 10 l/f or part thereof	\$	30.40
h.	Natural Gas		\$	
	1. Above Ground L. P. gas tanks per group of tanks at a single location.	Each	\$	78.55
	2. Appliance (does not include warm air heating units but does include un-vented space (<i>COMMERCIAL</i>)).	Each	\$	17.80
	3. Major Repairs to gas pipe where no fixtures or appliances installation is involved.	Each	\$	52.05
	4. Meter	Each	\$	8.95
	5. Outlet (includes meter & regulator (<i>COMMERCIAL</i>)).	Each	\$	17.80
	6. MINIMUM FEE			78.55
	7. Underground L. P. gas tank Each group at a single location.	Each	\$	78.55
i.	Sewer			
	1. Each building storm sewer and Each building sewer where connection is made to a septic tank, or a collector line or to an existing sewer or to a city Sewer or soakage pit or to a building drain outside a building		\$	78.55
	2. Sewer Capping/Demolition		\$	78.55
j.	Storm/Sanitary Utility/Collector Lines for building drain lines			
	1.	Each line	\$	121.50
	2. Addtn'l 10 l/f or part thereof		\$	17.80
k.	Temporary Toilets (Waterborne or Chemical)			
	1.	1 st Toilet	\$	78.55
	2.	Renewal	\$	78.55
	3.	Each Added Toilet	\$	17.80
l.	Water and Gas Mains (All Groups)		\$	
	1.	Each Main	\$	121.50
	2.	Each 10 l/f	\$	17.80
	3.	MINIMUM	\$	221.00
	4.			

m. Water Piping		\$	
1. 2" or less water service backflow assembly		\$	91.10
2. 2 1/2" or larger water service backflow assembly		\$	182.25
3. Irrigation system and underground sprinkler system for Each zone		\$	25.25
4. Replace Solar Panel or New Install		\$	182.25
5. Solar water heater install, equipment replacement or repair		\$	182.25
6. Swimming Pool Heater Replacement or New Install		\$	78.95
7. Swimming Pool Repair		\$	78.95
8. Water service connection to a municipal or private water supply system (for Each meter on Each lot)		\$	78.95
5. SETTLING TANK, GAS AND OIL INTERCEPTORS AND GREASE TRAPS (Including drain tile and relay for same Residential and Commercial)		\$	78.55
6. WATER TREATMENT PLANTS, PUMPING STATIONS, SEWER TREATMENTS AND LIFT STATION			
a. Lift station (interior station piping)	Each	\$	364.15
b. Sewage ejector	Each	\$	105.25
c. Sewage treatment plant (interior plant piping)	Each	\$	227.30
d. Water treatment plant (interior plant piping)	Each	\$	317.80

I. PUBLIC WORKS - ENGINEERING SERVICES DIVISION FEES

1. MULTIPLE DISCIPLINE REVIEW		\$	210.00
2. SINGLE DISCIPLINE REVIEW		\$	80.00
3. REVISIONS		\$	79.00

J. PUBLIC WORKS - FLOODPLAIN MANAGEMENT FEES

1. 50% SUBSTANTIAL IMPROVEMENT			
a. Commercial		\$	200.00
b. Residential		\$	95.00
2. CERTIFICATE OF COMPLETION			
a. Certificate		\$	58.03
b. Flood Proofing		\$	358.03
3. LETTER OF MAPS REVISIONS (LOMR)			
a. Single Structure		\$	275.00
b. Each added structure		\$	20.00
4. MISCELLANEOUS			
a. Commercial Variance/Appeal Preparation		\$	1,175.00
b. Flood Zone Inquiry		\$	45.00

c. Inspection for Substantial Damage/Improvement	\$	58.03
d. Processing Public Notice/Advertisement	\$	130.00
e. Re-Inspection	\$	58.03
f. Residential Variance/Appeal Preparation	\$	695.00
5. PLAN REVIEW		
a. Commercial	\$	210.00
b. Residential	\$	90.00
6. PROCESSING ELEVATION CERTIFICATES		
a. Elevation Certificate	\$	45.00
b. Tie-Beam Elevation Certificate	\$	30.00
7. REVISIONS (50% OF ORIGINAL PLAN REVIEW FEE)		
a. Commercial	\$	100.00
b. Residential	\$	58.03

K. STATE OF FLORIDA SURCHARGE FEE

3 % of total Building Services Division permit fee	2.5%
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L. UNSAFE STRUCTURES

The Department of Building & Code Compliance - Building Services Division Enforcement Fees: In compliance with the Florida Building Code, National Electrical Code, and Miami Gardens Code, Chapter 28, the following expenses will be recovered from necessary Building Services Division enforcement and/or demolitions

1. ASBESTOS SAMPLING & ABATEMENT	\$	50.00
		Actual Cost
2. BID PROCESSING & CONTRACTOR NOTICE TO PROCEED (NTP)	\$	150.00
3. CORPORATION INFORMATION	\$	50.00
4. DEMOLITION/SECURE SERVICES		Actual Cost
5. DIGITAL PICTURES	\$	3.00
6. EXTENSION	\$	150.00
7. INITIATION AND PROCESSING FEE FOR ALL WORK WITHOUT A PERMIT AND ALL UNSAFE STRUCTURES CASES AFTER GIVEN NINETY (90) DAYS TO COMPLY	\$	500.00
8. INITIAL INSPECTION		

	\$	160.00
9. LEGAL ADVERTISEMENT		Actual Cost
10. LIEN/RECORDATION/CANCELLATION OF NOTICES.		Actual Cost
11. RE-INSPECTION (IF APPLICABLE)	\$	110.00
12. TITLE SEARCH		Actual Cost
13. UNSAFE STRUCTURE PANEL	\$	200.00

M. ZONING REVIEW FEES

1. ADMINISTRATION			
a. Expedite			
1. Commercial			
i.	1 st hour	\$	470.40
ii.	Addtn'l hour	\$	117.60
2. Residential			
i.	1 st hour	\$	220.80
ii.	Addtn'l hour	\$	55.20
b. Renewal of expired or abandoned plans in review shall be 50% of the original fee.			50% of original permit fee
c. Revisions	Each hour	\$	51.50
d. "UP-FRONT" PROCESSING FEE (non-refundable)			30% Upfront Fee
When the building permit application is received, the applicant shall pay an "Up-Front" processing fee equal to thirty Percent (30%) of the permit fee.			
2. AWNINGS, CANOPIES & SCREEN ENCLOSURES			\$51.50
3. COMMERCIAL			
a. All other not Single Family Residence. Other than as specified herein: Water Tower; Pylons; Bulk Storage – Tank Foundation; Unusual Limited – use buildings, marquees & similar construction.	Each \$ 1,000.00 Job Value	\$	2.64
b. Structures of unusual size or nature as arenas, stadiums and water & sewer plants	½ of 1% Job Value	\$	0.01
4. FENCES & MASONRY WALLS (RESIDENTIAL ONLY)			
a. Chain link/Wood	0-500 l/f	\$	51.50

		Addn'l 500 l/f	\$	51.50
	b. Masonry Wall	Each l/f	\$	0.35
5.	MOVING BUILDING			
		Each 100 s/f or fractional part	\$	2.94
6.	MOBILE HOMES/TEMPORARY BUILDINGS			
		Each install	\$	70.00
7.	POOLS, SPAS & HOT TUBS			
		Each install	\$	51.50
8.	RESIDENTIAL			
	a. Alteration/Remodeling	Each \$ 1.00 of Job Value	\$	0.01
	b. New Constructions			
	1. 0 - 300 s/f		\$	30.00
	2. 301 – 650 s/f		\$	63.00
	3. 651 s/f and above	Each s/f	\$	0.10
	c. Shade House	Each s/f	\$	0.01
9.	SATELLITE DISH			
		All trades each	\$	51.50
10.	SIGNS			
		Each sign	\$	51.50
11.	SHEDS			
	Prefabricated utility shed with slab (max 100 s/f floor area)		\$	25.00
12.	SLABS			
		Each installation	\$	51.50
13.	TEMPORARY BLEACHERS, PLATFORMS & TENTS			
	a. Tents	Each tent	\$	70.00
14.	ZONING IMPROVEMENT PERMIT (ZIP)			
	Agricultural/Farm building;		\$	51.50
	Anchoring, Mooring, Docking or Storage of Houseboat;			
	Awning, Canopy Carport & Screen Enclosure;			
	Chickee Huts;			
	Donation bins & recycling bins;			
	Mobile Medical & Professional Units;			
	Painting wall sign, Balloon Sign & Stick on Fabric Letter;			
	Parking lot refurbishing – resurfacing or seal coating, paving & drainage of existing parking lot;			
	Pools (above ground over 24” deep);			
	Portable Mini Storage Unit;			
	Residential Fences and Masonry walls – ornamental iron fence, decorative gardens, type water.			

Development Services Technology Surcharge

Revenue Description

Revenue comes from a 15% local surcharge on all permits and fees collected in the Development Services Fund except impact fees.

Legal Basis for Revenue

Florida Statutes §166.231
 City of Miami Gardens Charter Article 4, Section 4.9
 City of Miami Gardens Ordinance 2007-16-122

Special Requirements

None.

Fund/Account Number

Development Services Fund
 105-00-00-345-200-00

Use of Revenue

Development Services Fund. Funds are to be used for the addition and improvement of technology used by the fund.

Method/Frequency of Payment

Concurrent with all other fees paid.

Basis for Budget Estimate

Estimate for the budget is based on a percentage of the permit fee estimate.

Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$0	
FY 11	\$132,713	100.00%
FY 12	\$277,023	108.74%
FY 13	\$204,640	-26.13%
FY 14	\$234,686	14.68%
FY 15	\$252,815	7.72%
FY 16	\$289,630	14.56%
FY 17*	\$225,838	-22.03%
FY 18**	\$313,824	38.96%

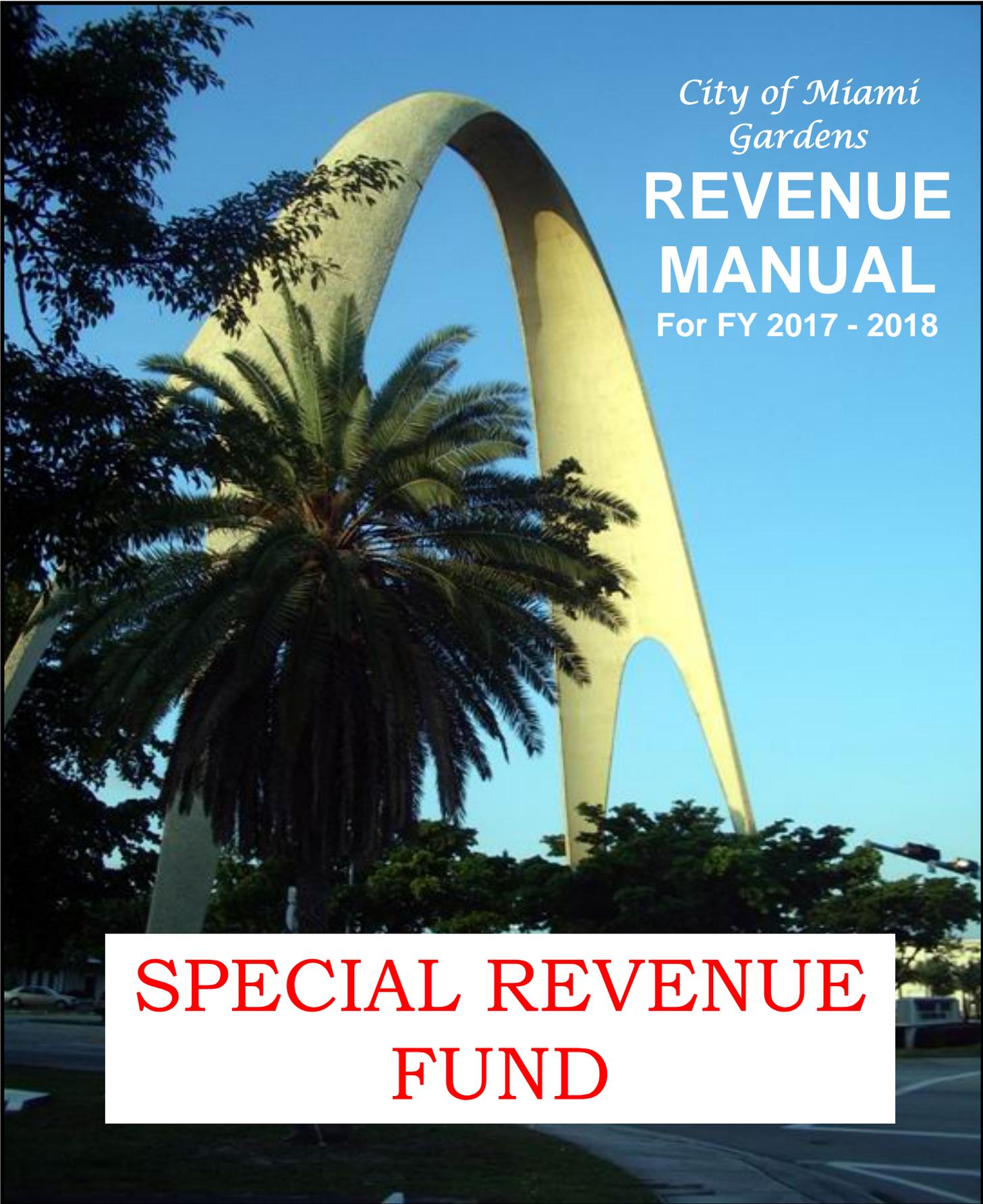
* Estimated
 ** Budgeted

History of Technology Surcharge in the Development Services Fund



Discussion

This fee was originally imposed when the City assumed the operation of the Planning, Zoning and Building departments because of our lack of revenue history. Staff was concerned that sufficient funds to operate would not be generated by the normal permit fees. The fee has been renewed each year in order to provide sufficient revenue to run the Fund's activities. In FY-08, the fee was designated as a technology fee to help the City recover and expand technology-related expenses. The wide variation in revenue is due largely to the inaccurate coding of revenue during the City's early days before full automation of the revenue system.



*City of Miami
Gardens*

REVENUE MANUAL

For FY 2017 - 2018

SPECIAL REVENUE FUND

Impact Fees

Revenue Description

Impact fees are charged on new land development and also on the expansion, replacement or change of use of existing land uses and are designed to capture a portion of the cost of providing the capital infrastructure needed to integrate the development into the existing community. They can only be used for new services or capital expenditures designed to serve this new population or business.

The City of Miami Gardens, through Miami-Dade County, levies several impact fees. These include impact fees for Law Enforcement, Parks Open Space and Parks Improvements. Also included is a General Administration Fee that is assessed as part of the fees.

- Law enforcement impact fees are imposed upon all land uses that create an impact on law enforcement services. This includes Commercial, Industrial and Residential.
- Parks and recreation Open Space impact fees are imposed upon all land uses that create an impact on City parks.
- Parks and recreation Improvement impact fees are imposed upon all land uses that create an impact on City parks.
- Admin Fees

In addition to the above impact fees, Miami-Dade County levies impact fees on development within the City including Road and School impact fees.

Legal Basis for Revenue

Article VIII, Section 1(g), Florida Constitution
Florida Statutes §125.01, §163.3161, §236.24(1), §380.06
City of Miami Gardens Charter Article 4, Section 4.9
City of Miami Gardens Ordinance 2007-16-122

Special Requirements

Funds collected from impact fees cannot be used to replace existing capital facilities or to fund existing deficiencies, but only to provide for new capital facilities, which are necessitated by new development.

Prior to the imposition of impact fees, the local government must conduct a study to establish the costs to be recovered through the fees. Miami-Dade County conducted these studies for the City of Miami Gardens when this area was unincorporated.

Fund/Account Number

Special Revenue Fund
106-00-00-324-7xx-00 (General Administration Fee)
106-00-00-324-1xx-00 (Police Impact Fee)
106-00-00-324-6xx-00 (Parks Improvement Impact Fee)
106-00-00-324-6xx-00 (Parks Open Space Impact Fee)

Use of Revenue

Special Revenue Fund. Restricted to the purpose for which it was received per the above.

Method/Frequency of Payment: Occasional.

Parks Open Space

Collection history

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$70,636	415.67%
FY 11	\$117,896	66.91%
FY 12	\$115,695	-1.87%
FY 13	\$50,908	-56.00%
FY 14	\$24,121	-79.15%
FY 15	\$130,251	155.86%
FY 16	\$228,539	847.47%
FY 17*	\$16,981	-86.96%
FY 18**	N/A	

* Estimated ** City does not estimate revenue for FY 2018

History of the Park Open Space impact Fee Revenue



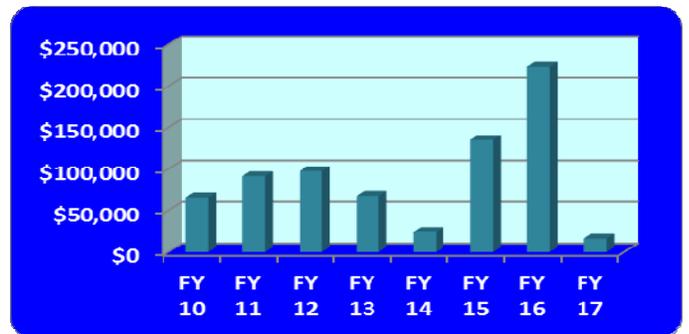
Parks Operations

Collection history

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$65,950	422.29%
FY 11	\$91,663	38.99%
FY 12	\$97,674	6.56%
FY 13	\$67,801	-30.58%
FY 14	\$24,290	-75.13%
FY 15	\$135,181	99.38%
FY 16	\$223,739	821.12%
FY 17*	\$16,083	-88.10%
FY 18**	N/A	

* Estimated ** City does not estimate revenue for FY 2018

History of the Park Operations Impact Fee Revenue



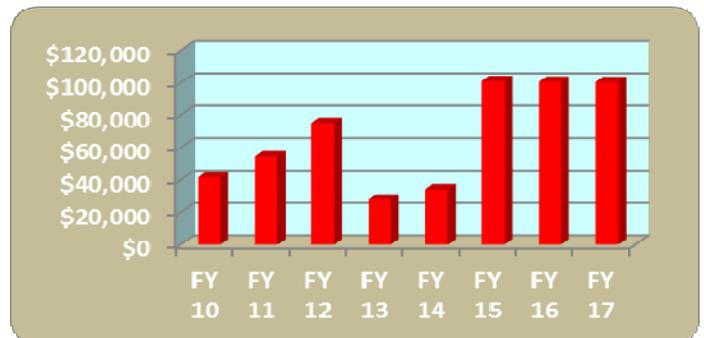
Police

Collection history

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$41,669	-27.94%
FY 11	\$54,342	30.41%
FY 12	\$75,205	38.39%
FY 13	\$27,842	-62.98%
FY 14	\$34,261	-54.44%
FY 15	\$101,043	262.92%
FY 16	\$100,672	193.84%
FY 17*	\$100,488	-0.55*
FY 18**	N/A	

* Estimated ** City does not estimate revenue for FY 2018

History of the Police Impact Fee



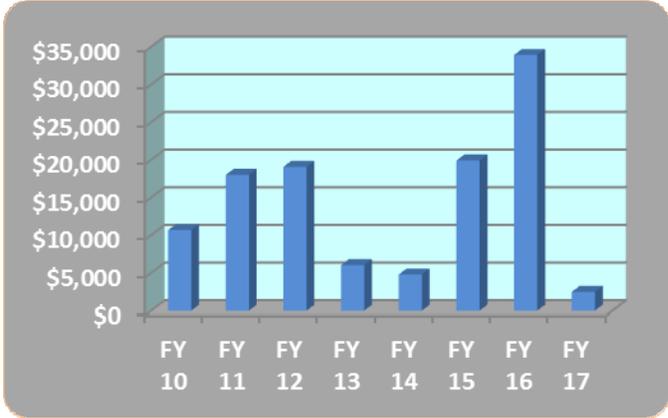
Admin

Collection history

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 09	\$1,974	-78.14%
FY 10	\$10,683	441.19%
FY 11	\$18,029	68.76%
FY 12	\$19,105	5.97%
FY 13	\$6,040	-68.39%
FY 14	\$4,798	-74.89%
FY 15	\$19,932	230.00%
FY 16	\$33,948	607.54%
FY 17*	\$2,481	-87.55%
FY 18**	N/A	

* Estimated ** City does not estimate revenue for FY 2018

History of Admin. Impact Fee



Discussion

Impact fee collection varies with the construction economy, and City do not estimate next fiscal year revenue.

Law Enforcement Training Trust Fund (L.E.T.T. F.)

Revenue Description

The distribution of traffic fines is regulated by Florida Statute 318.18 and 318.21. These laws clearly describe where certain portions of a traffic fine are to be distributed. For instance, a set amount goes to the Child Welfare Trust Fund (\$1.00) and the Juvenile Justice Trust Fund (\$1.00). Other distributions are by percentage: 20.6% to the State's General Fund, 7.2% to the Emergency Medical Services fund, 8.2% to the Brain & Spinal Cord fund, etc.

When a citations is issued within a municipality, the statutes allocate 50.8% of the fine to the City's General Fund (Florida Statutes §318.21(2)(g)(2)). An additional \$2.00 per ticket is designated to be used for law enforcement training purposes. The City has established a Law Enforcement Training Trust Fund (L.E.T.T.F.) to receive these funds per Florida Statute §938.15 and §318.18(1)(d).

Legal Basis for Revenue

Florida Statutes §318.18(1)(d) and §938.15
 City of Miami Gardens Charter Article 4, Section 4.9
 City of Miami Gardens Ordinance 2007-16-122

Special Requirements

Municipalities and counties may assess an additional \$2.00 on each ticket to pay for expenditures for criminal justice education degree programs and training courses, including basic recruit training, for their respective officers and employing agency support personnel, provided such education degree programs and training courses are approved by the employing agency administrator, on a form provided by the State, for local funding.

Workshops, meetings, conferences, and conventions shall, on a form approved by the state for use by the employing agency, be individually approved by the employing agency's administrator prior to attendance. The form shall include, but not be limited to, a demonstration by the employing agency of the purpose of the workshop, meeting, conference, or convention; the direct relationship of the training to the officer's job; the direct benefits the officer and agency will receive; and all anticipated costs.

Fund/Account Number

Special Revenue Fund
 106-00-00-359-006-00

Use of Revenue

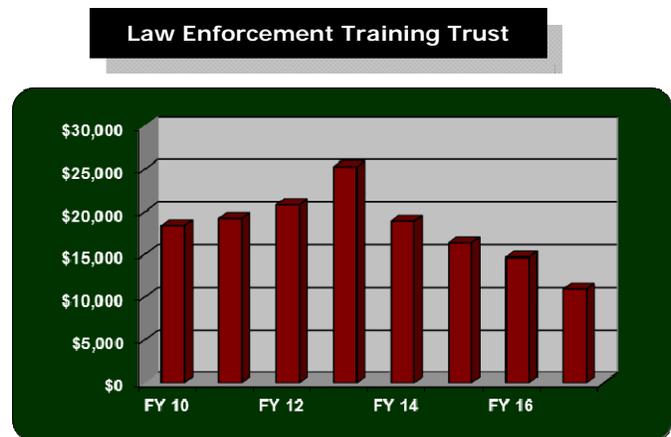
Special Revenue Fund. Funds are restricted to the purpose for which they were received per the above.

Method/Frequency of Payment

The City receives its allocation monthly from the Miami-Dade County Clerk of Courts by check.

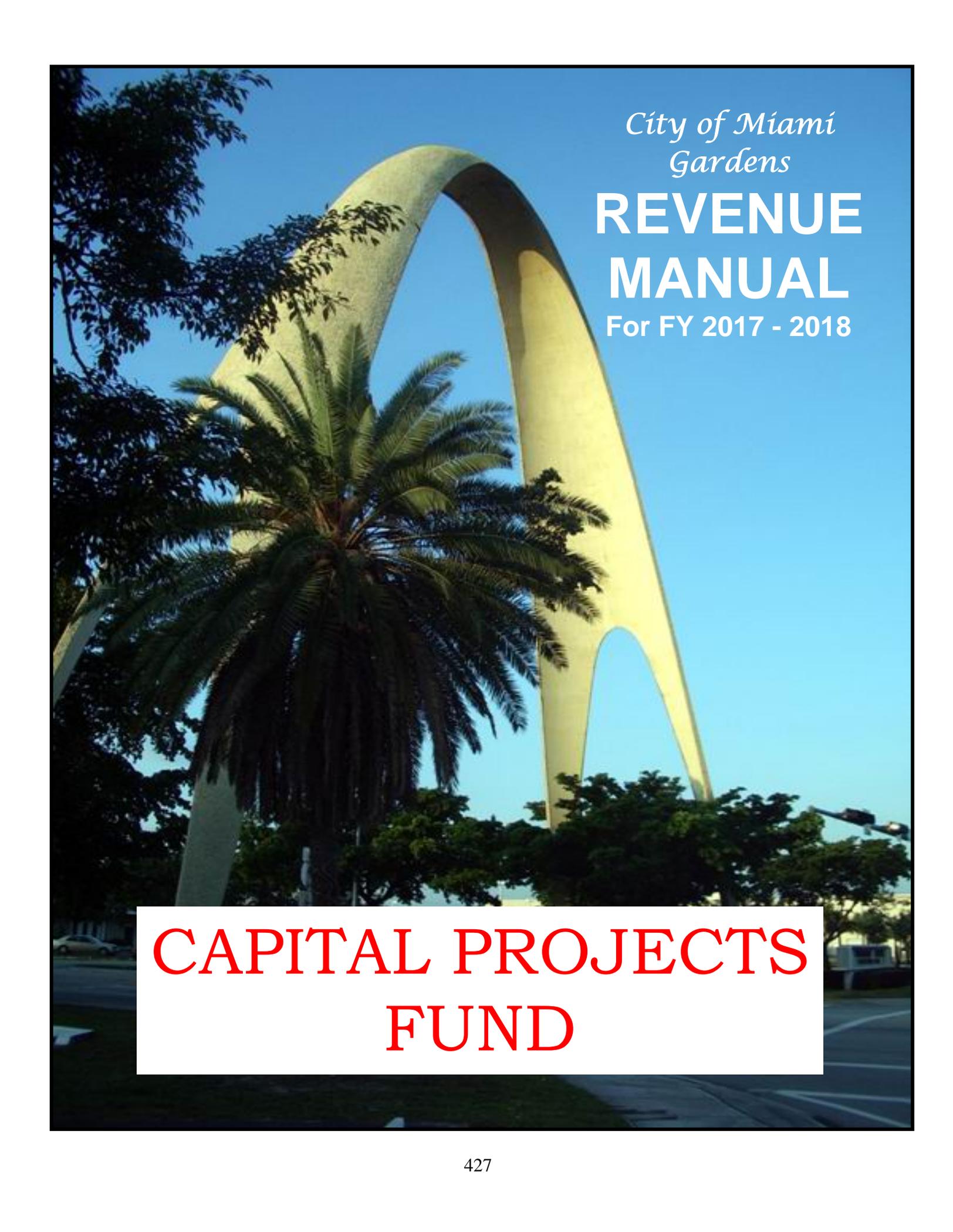
<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 08	\$14,280	
FY 09	\$22,923	60.53%
FY 10	\$18,386	-19.79%
FY 11	\$19,281	4.87%
FY 12	\$20,831	8.04%
FY 13	\$25,309	21.50%
FY 14	\$18,938	-9.09%
FY 15	\$16,419	-35.13%
FY 16	\$14,699	-22.38%
FY 17*	\$11,000	-33.00%
FY 18**	N/A	

* Estimated ** City does not estimate revenue for FY 2018



Discussion

The City receives these funds as part of each traffic ticket issued within the City's municipal boundaries designated for specific use of training for police sworn personnel only.



*City of Miami
Gardens*

**REVENUE
MANUAL**
For FY 2017 - 2018

**CAPITAL PROJECTS
FUND**

Grants and Donations

Revenue Description

Periodically, the City is awarded construction grants from other governmental agencies or private organizations. These grants are usually specific to a particular project. Revenue may be received in advance of the actual performance, but it is much more likely for the revenues to be received after completion of the activity for which the grant was awarded and paid on a reimbursement basis.

Often, partial draw downs on the grants can be effectuated upon completion of various milestones of progress toward the completion of the activity. With the creation of the Capital Improvement Fund, most grants for capital improvements that were previously received in the other operating Funds are now managed in the CIP Fund.

Legal Basis for Revenue

Florida Statutes §166.231
 City of Miami Gardens Charter Article 4, Section 4.9
 City of Miami Gardens Ordinance 2007-16-122

Special Requirements

None.

Fund/Account Number

CIP Fund

Use of Revenue

CIP Fund. Restricted to the purpose for which it was received.

Method/Frequency of Payment

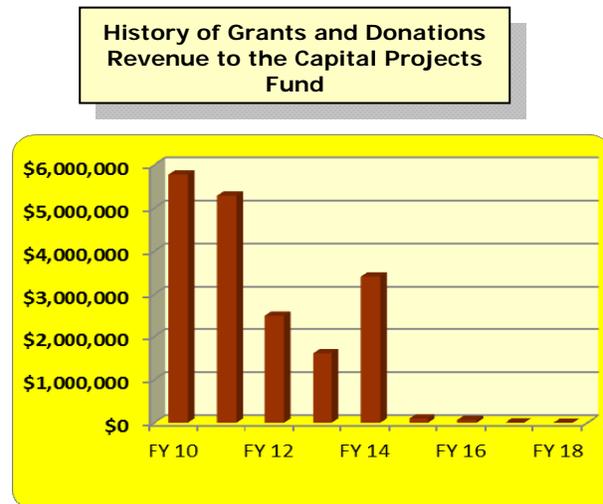
Occasional. No set frequency.

Basis for Budget Estimate

Estimate for the budget is based on approved or pending grant awards.

Collection History		
<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$5,776,483	-20.24%
FY 11	\$5,287,776	-8.46%
FY 12	\$2,503,463	-52.66%
FY 13	\$1,611,944	-35.61%
FY 14	\$3,413,232	111.75%
FY 15	\$100,376	-97.06%
FY 16	\$63,471	-36.77%
FY 17*	\$2,215	-96.51%
FY 18**	\$0	0.00%

* Estimated ** Budgeted



Discussion

Grants have comprised a major portion of the construction capital that the City has had available since its inception. Local, state and Federal grants has been received for a variety of activities including parks, roads, stormwater and beautification.

Until FY-06, such grants were accounted for in the appropriate operating fund; however, this tended to distort the finances of the fund, thus in FY-06 the Capital Project Fund was created and all grants except those in enterprise funds are accounted for here. Effective FY 2012, if the grant is received for a special revenue source, such as Transportation or Stormwater Fund, they are accounted for in that specific fund. The grant received in the Capital Projects since then are mostly the funding derived from the Building Better Communities General Obligation Bond issued by Dade County.

Proceeds of Long Term Debt (Bonds)

Revenue Description

Periodically, the City issue debt in order to finance its major capital projects. These projects range from street improvements, parks acquisition and improvements, the purchase of property and the design/construction of new building and facilities, and the purchase/renovation of older buildings.

Bonds are the municipal way of borrowing. The City issues bonds or notes upon which the City indicates the interest rate it will pay to the lender and the timeframe for repayment. There are several varieties of bonds, but the most common is the revenue bond. Revenue bonds are loans backed by the City's pledge of certain, specified revenue for repayment. These pledged revenues can be almost any revenues the City receives except property taxes. Revenue bonds are usually sold on a negotiated basis with potential lenders. Smaller revenue issues, like ours, are solicited on a competitive basis with area lending institutions through sealed bids.

If property taxes are pledged, Florida requires that such bond be approved by a referendum of the voters. This pledge states that the City will guarantee the repayment of these bonds even if it takes a tax increase to do so. These tax-backed bonds are called General Obligation Bonds (GO Bonds). These are usually sold on the open market in New York City through a major underwriting agency.

Legal Basis for Revenue

Florida Statutes §166.231

City of Miami Gardens Charter Article 4, Section 4.9 and Article 8, Section 8.3 and Section 8.4

City of Miami Gardens Ordinance 2007-16-122

Special Requirements

None.

Fund/Account Number

Capital Improvement Fund

300-00-00-384-100-01

Use of Revenue

Various Operating Funds. Restricted to Capital facilities purchase, design, and construction.

Method/Frequency of Payment

Funds are received upon issuance of the bonds.

Basis for Budget Estimate

Estimate is the amount of the planned bond issue.

<i>Fiscal Year</i>	Collection History	
	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$0	-100%
FY 11	\$55,000,000	100%
FY 12	\$0	-100%
FY 13	\$0	0%
FY 14	\$60,000,000	100%
FY 15	\$0	-100%
FY 16	\$6,000,000	100%
FY 17*	\$0	0%
FY 18**	\$0	0%

* Estimated ** Budgeted

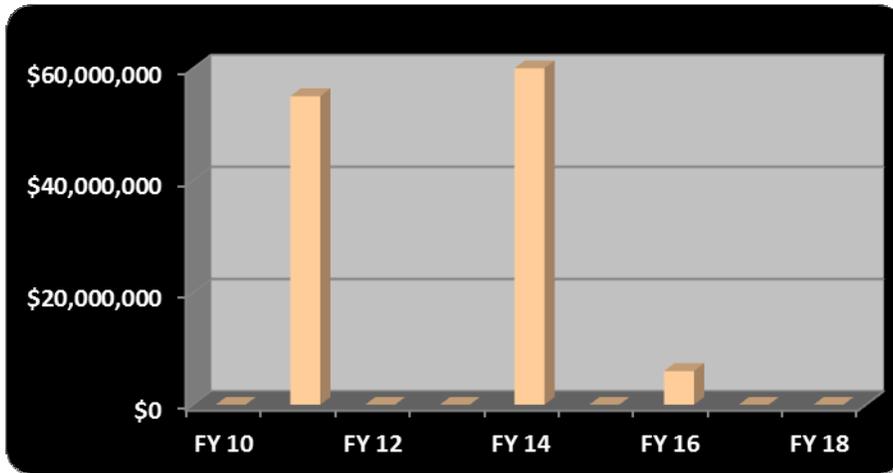
Discussion

FY-11 the City issued \$55,000,000 in Certificates of Participation (COPS) to finance the City's new City Hall complex.

FY-14 the City issued \$60,000,000 General Obligation Bond for the Parks and Recreation improvement projects and purchase of crime prevention equipment. This bond issuance was approved by voters on April 21, 2014.

FY-16 is additional financing for the completion of the City Hall complex.

History of Bond Proceeds Available in the CIP Fund



Transfers In

Revenue Description

Transfers-in represent two types of transfers from other operating Funds. The first are capital transfers. These are programmed transfers of funds for specific capital projects. With the addition of the Capital Improvement Projects Fund, most capital projects are now funded in, and managed out of, this Fund. These transfers represent either the full or partial cost of a proposed project. Often, these funds are the City's match for a grant that was received.

The second type of transfer-in is for debt service on the City's capital-related bond issues. The projects undertaken with bond funds thus far have been for the benefit of both the General Fund and the Transportation Fund. Both Funds transfer their proportionate share of the annual debt service to the CIP Fund from where the bond payment is actual made.

Legal Basis for Revenue

Florida Statutes §166.231

City of Miami Gardens Charter - Article 4, Section 4.9 & Article 8, Sections 8.3 & 8.4.

City of Miami Gardens Ordinance 2007-16-122

Special Requirements

None.

Fund/Account Number

Capital Improvement Project Fund: 300-00-00-381-015-10 to 300-00-00-381-030-01

Use of Revenue

Capital Improvement Projects Fund. Restricted.

Method or Frequency of Payment

Payment

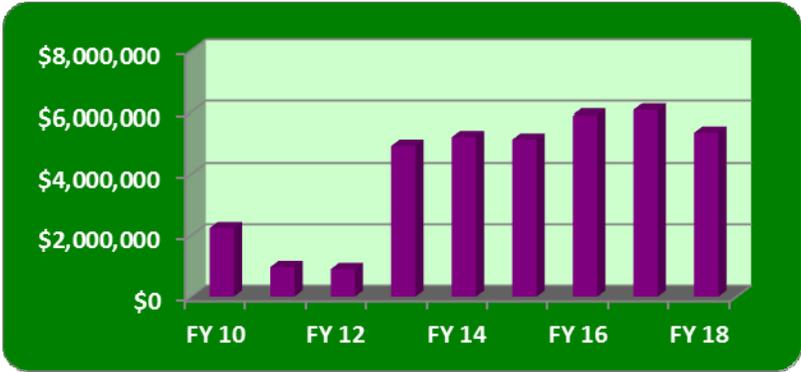
Transferred with the approval of the annual budget.

Basis for Budget Estimate

Estimate for the budget is based on a formula which varies for each covered service. These are as follows:

Collection History		%
<i>Fiscal Year</i>	<i>Amount</i>	<i>increase/ (Decrease)</i>
FY 10	\$2,235,869	31.52%
FY 11	\$960,661	-57.03%
FY 12	\$895,817	-6.75%
FY 13	\$4,918,298	449.03%
FY 14	\$5,204,701	5.82%
FY 15	\$5,123,069	-1.57%
FY 16	\$5,905,368	15.27%
FY 17*	\$6,063,974	2.69%
FY 18**	\$5,346,827	-11.83%
	* Estimated	** Budgeted

History of Transfers-In in the Capital Projects Fund



Discussion

Transfers-in to the Capital Projects Fund are largely as a result of capital construction programs being carried out by other Funds. Often they are needed to supplement a grant that was received. Also, the City Council periodically transfers monies into the Fund to use for future projects and for contingency on current projects.



*City of Miami
Gardens*

**REVENUE
MANUAL**
For FY 2017 - 2018

**STORMWATER
UTILITY FUND**

Stormwater Utility Fee

Revenue Description

USEPA has required that local governments have a program to deal with stormwater runoff, improve water quality discharge, to maintain the existing stormwater discharge system, to implement and remain compliant with the Environmental Protection Agency's National Pollutant Discharge Elimination System (NPDES) Permit Program through efficient operations and the use of Best Management Practices (BMP).

In order to implement such a program, the State of Florida has authorized local governments to establish stormwater utilities and to charge a fee such as necessary to cover the costs of such a program. Miami-Dade County initially established a stormwater utility for the Miami-Gardens area. In April of 2006, the City assumed management of the utility through its own ordinance and interlocal agreement with the County.

Under the Miami Gardens Stormwater Utility, each property is charged a monthly fee of \$4.00 per Equivalent Residential Unit (ERU). An ERU is based on a typical residential unit having 1,800 square feet of impermeable surface area. Commercial properties are charged based on their total ERUs.

Legal Basis for Revenue

Florida Statutes §403.0893

City of Miami Gardens Charter Article 4, Section 4.9

City of Miami Gardens Ordinance 2006-25-106

City of Miami Gardens Resolution 2006-143-489

City of Miami Gardens Ordinance 2007-16-122

Special Requirements

Fee collected must be used for the purposes stated above.

Fund/Account Number

Stormwater Utility Fund

401-00-00-329-600-00

Use of Revenue

Stormwater Utility. Unrestricted.

Method/Frequency of Payment

Prior to FY 2014 Stormwater Utility Fees are collected from each City of Miami Gardens property owner (or tenant) through either the City of North Miami Beach's Water and Sewer System or through the Miami-Dade County Water & Sewer Department as part of their monthly bill. For properties that are not currently on either of these systems, the City bills directly on a quarterly basis. For FY 2014 the City utilize the uniform method of billing allowed under Florida Statute for the fees to be collected under the tax bill as a special assessment.

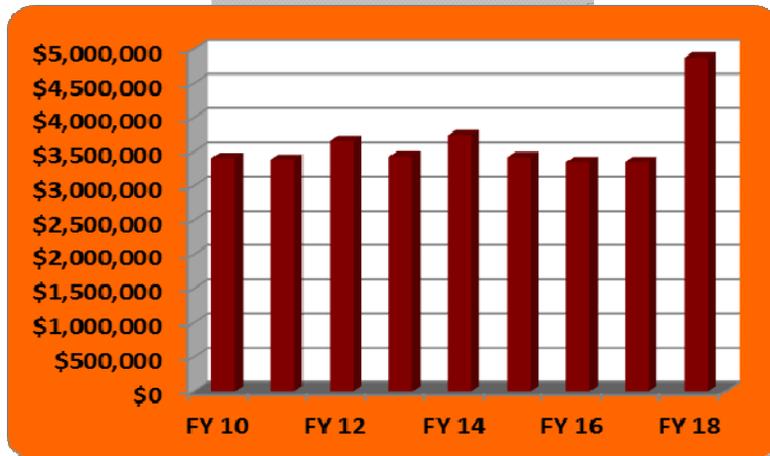
Basis for Budget Estimate

Estimate for the budget is based the number of total ERUs calculated within the City (approximately 72,000) times \$6.00 per month.

<i>Fiscal Year</i>	Collection History	
	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$3,407,248	
FY 11	\$3,380,061	-0.80%
FY 12	\$3,658,510	8.24%
FY 13	\$3,427,434	-6.32%
FY 14	\$3,738,462	9.07%
FY 15	\$3,417,638	-8.58%
FY 16	\$3,347,569	-2.05%
FY 17*	\$3,347,569	0.00%
FY 18**	\$4,875,436	45.64%

* Estimated
** Budgeted

History of Stormwater Utility Fees



Discussion

In FY-07, the City took over the Stormwater Utility from Miami-Dade County in April 2007. FY-08 is the first full year of the Stormwater Utility's operations. One major goal of the new department is to staff up and to secure equipment. Currently, the City contracts for such item as Street cleaning and basin cleaning; however, the goal is to perform such services in-house.

When the City assumed the program, the County turned over its drainage basins, culverts and drains located on City-owner streets. It also turned over approximately 10 miles of canal systems which we have to maintain. Currently the City is paying the County to continue to maintain these canals.

In FY-18 the City Council has adopted a rate of \$6.00 per ERU, previously the rate was \$4.00 per ERU. Property owners who has over 10 Acres will allow to apply for a discount if certain criteria is met.

Permitting (Flood Plain Management) Fees

Revenue Description

As part of the requirements the City must comply with in order to participate in the National Flood Insurance Program is a plan review process for all new construction and substantial improvements. The floodplain fees are designed to cover the costs of administering this program to comply with the federal regulations. Fees are charged upon application for a qualifying process, either to the developer or to the resident.

Legal Basis for Revenue

National Flood Insurance Reform Act of 1994 (42 U.S.C. 4101)
 City of Miami Gardens Charter Article 4, Section 4.9
 Miami-Dade County Code Chapter 11-C
 City of Miami Gardens Ordinance 2004-07-23
 City of Miami Gardens Ordinance 2009-20-192

Special Requirements

Fee collected must be used for the purposes stated above.

Fund/Account Number: Stormwater Utility Fund
 401-00-00-329-500-00

Use of Revenue: Stormwater Utility. Unrestricted.

Method/Frequency of Payment

Occasional. Floodplain fees are charged upon application for a covered process.

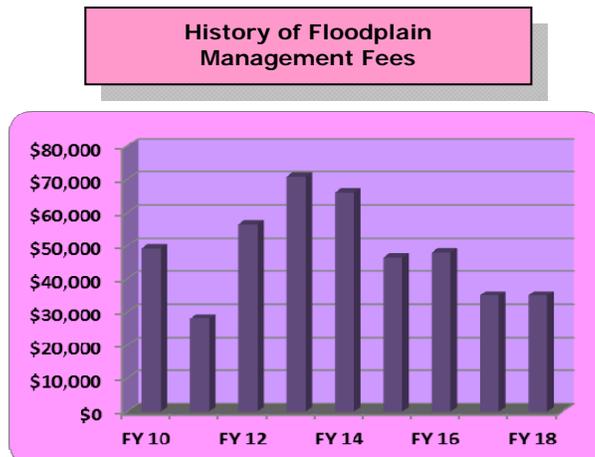
Basis for Budget Estimate: Historical collection.

Collection History		
<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$49,116	
FY 11	\$28,045	-42.90%
FY 12	\$56,325	100.84%
FY 13	\$70,776	25.66%
FY 14	\$66,141	-6.55%
FY 15	\$46,431	-29.80%
FY 16	\$47,885	3.13%
FY 17*	\$35,000	-26.91%
FY 18**	\$35,000	0.00%

* Estimated
 ** Budgeted

Discussion

The floodplain management program was established in FY-08. Prior to this, the building department handled elevation certifications. Currently the program is being administered by the Floodplain Administrator in the Public Works Department.



N. PUBLIC WORKS - FLOODPLAIN MANAGEMENT FEES

8. 50% SUBSTANTIAL IMPROVEMENT		
c. Commercial	\$	200.00
d. Residential	\$	95.00
9. CERTIFICATE OF COMPLETION		
c. Certificate	\$	58.03
d. Flood Proofing	\$	358.03
10. LETTER OF MAPS REVISIONS (LOMR)		
c. Single Structure	\$	275.00
d. Each added structure	\$	20.00
11. MISCELLANEOUS		
g. Commercial Variance/Appeal Preparation	\$	1,175.00
h. Flood Zone Inquiry	\$	45.00
i. Inspection for Substantial Damage/Improvement	\$	58.03
j. Processing Public Notice/Advertisement	\$	130.00
k. Re-Inspection	\$	58.03
l. Residential Variance/Appeal Preparation	\$	695.00
12. PLAN REVIEW		
c. Commercial	\$	210.00
d. Residential	\$	90.00
13. PROCESSING ELEVATION CERTIFICATES		
c. Elevation Certificate	\$	45.00
d. Tie-Beam Elevation Certificate	\$	30.00
14. REVISIONS (50% OF ORIGINAL PLAN REVIEW FEE)		
c. Commercial	\$	100.00
d. Residential	\$	58.03

Interest Income

Revenue Description

This revenue results from the investment of idle City funds. Since the City's incorporation, interest earned was retained by the General Fund; however, in FY 08, the City began allocating earned interest to the various operating funds in proportion to their participation in pooled cash.

Legal Basis for Revenue

Florida Statutes §166.231, 180.14, 80.20

City of Miami Gardens Charter Article 4, Section 4.9 & Article 8, Sections 8.3 & 8.4

City of Miami Gardens Ordinance 2007-16-122

Special Requirements: None.

Fund/Account Number: Stormwater Utility Fund
401-00-00-361-100-00

Use of Revenue: Stormwater Fund, unrestricted.

Method/Frequency of Payment

Interest is credited to the City's account on a monthly basis by the respective depository.

Basis for Budget Estimate

Estimate for the budget is based on historical receipts and trend analysis and anticipated cash available.

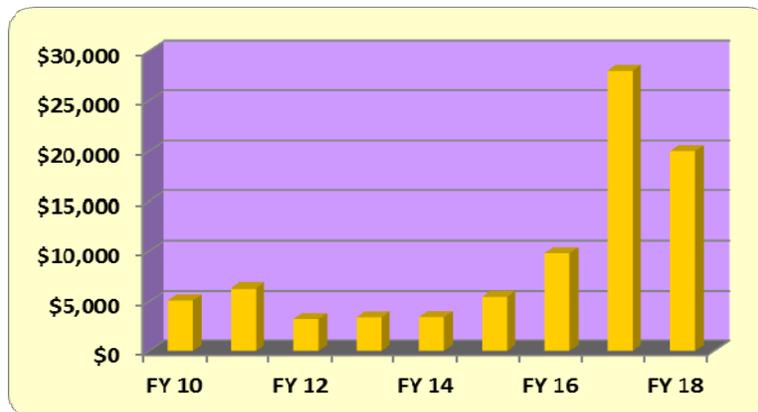
Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$5,105	-66.53%
FY 11	\$6,261	22.64%
FY 12	\$3,226	-48.48%
FY 13	\$3,401	5.44%
FY 14	\$3,420	0.56%
FY 15	\$5,469	59.91%
FY 16	\$9,776	78.75%
FY 17*	\$28,000	186.42%
FY 18**	\$20,000	-28.57%

* Estimated

**Budgeted

History of Earned Interest Income Revenue to the Stormwater Utility Fund



Grants and Donations

Revenue Description

Periodically, the City is awarded construction grants from other governmental agencies or private organizations. These grants are usually specific to a particular project. Revenue may be received in advance of the actual performance, but it is much more likely for the revenues to be received after completion of the activity for which the grant was awarded and paid on a reimbursement basis.

Often, partial draw downs on the grants can be effectuated upon completion of various milestones of progress toward the completion of the activity. With the creation of the Capital Improvement Fund, most grants for capital improvements that were previously received in the other operating Funds are now managed in the CIP Fund except for Stormwater grants as the Stormwater Fund is an enterprise fund and grants should be expensed within the fund.

Legal Basis for Revenue

Florida Statutes §166.231
 City of Miami Gardens Charter Article 4, Section 4.9
 City of Miami Gardens Ordinance 2007-16-122

Special Requirements: None.

Fund/Account Number: Stormwater Fund
 401-00-341-2001-00 (State Grant)

Use of Revenue
 Stormwater Fund. Restricted to the purpose for which it was received.

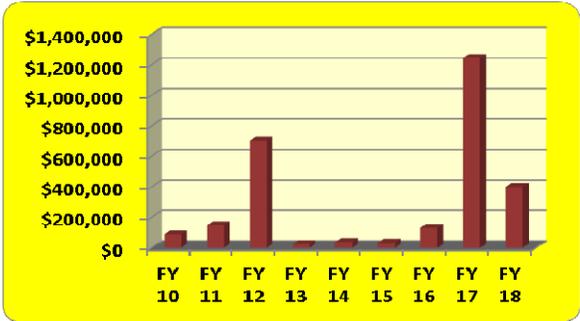
Method/Frequency of Payment: Occasional.

Basis for Budget Estimate
 Estimate for the budget is based on approved or pending grant awards.

Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$88,275	
FY 11	\$147,301	66.87%
FY 12	\$701,670	376.35%
FY 13	\$24,000	-96.58%
FY 14	\$38,650	61.04%
FY 15	\$34,000	-12.03%
FY 16	\$129,888	282.02%
FY 17*	\$1,244,757	858,333%
FY 18**	\$400,000	-63.85%
	* Estimate	** Budgeted

History of Grants and Donations in the Stormwater Utility Fund



Discussion

Grants have comprised a major portion of the stormwater construction capital that the City has had available since its inception. Local, state and Federal grants are received for specific projects.

Funds not expended in any particular fiscal year are carried over to the new budget in the same line item for continuity.

Other Non-Operating (Unreserved Fund Balance)

Revenue Description

It is the City's policy to budget the City's fund balance reserve each year. This provides additional flexibility should emergency funding be needed and provides the public with transparency with regards to our reserve.

Legal Basis for Revenue

Florida Statutes §166.231, 180.14, 80.20

City of Miami Gardens Charter Article 4, Section 4.9 & Article 8, Sections 8.3 & 8.4

City of Miami Gardens Ordinance 2007-16-122

Special Requirements: None.

Fund/Account Number: Stormwater Utility Fund
401-00-00-389-900-00

Use of Revenue: Restricted to stormwater uses.

Method/Frequency of Payment: N/a.

Basis for Budget Estimate

Budgeted amount is based on prior year's audit or estimate if audit is not complete.

<i>Fiscal Year</i>	Collection History	
	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 09	\$1,159,901	
FY 10	\$1,375,440	18.58%
FY 11	\$1,250,982	-9.05%
FY 12	\$1,225,840	-2.01%
FY 13	\$1,422,103	16.01%
FY 14	\$1,708,955	20.17%
FY 15	\$2,362,274	38.23%
FY 16	\$2,391,155	13.92%
FY 17*	\$2,718,020	1.00%
FY 18**	\$2,892,612	6.42%

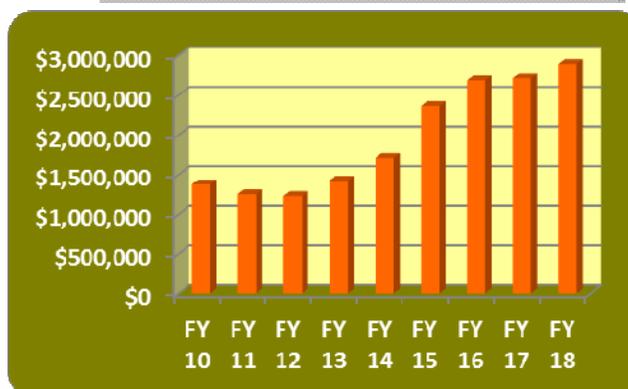
* Estimated

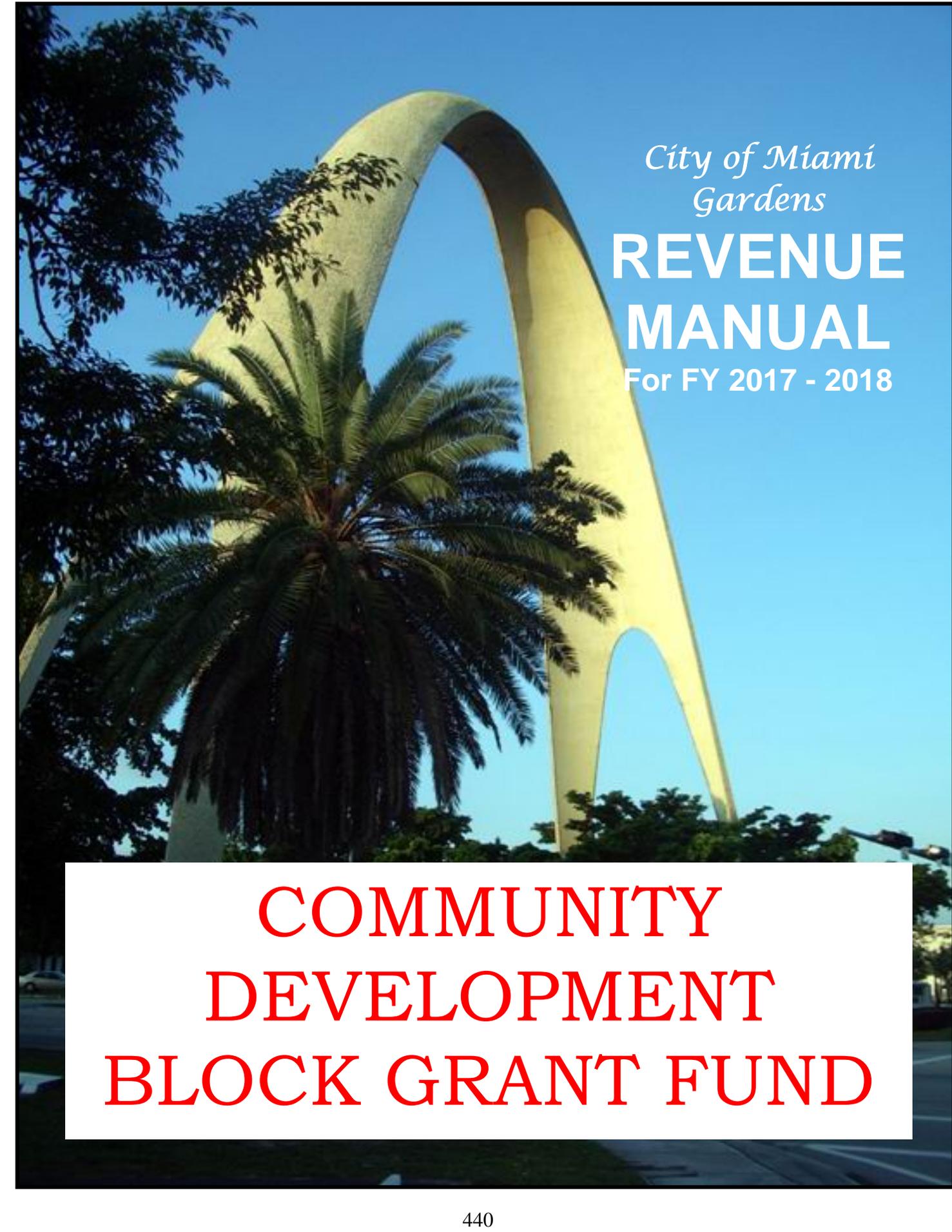
Discussion

The City budgets its entire fund balance in all of its operating funds. Most of the funds appropriated in this manner are from previously, unspent Stormwater Fees.

It is anticipated that the reserve will serve primarily as the funding source for any required match on stormwater grants that the City receives.

**History of Budgeted Fund Balance
Reserve in the Stormwater Utility Fund**





*City of Miami
Gardens*

**REVENUE
MANUAL**
For FY 2017 - 2018

**COMMUNITY
DEVELOPMENT
BLOCK GRANT FUND**

Grants and Donations

Revenue Description

Periodically, the City is awarded construction grants from other governmental agencies or private organizations. These grants are usually specific to a particular project. Revenue may be received in advance of the actual performance, but more usual is for the revenues to be received after completion of the activity for which the grant was awarded.

Often, partial draw downs on the grants can be effectuated upon completion of various milestones of progress toward the completion of the activity.

Legal Basis for Revenue

Florida Statutes §166.231
 City of Miami Gardens Charter Article 4, Section 4.9
 City of Miami Gardens Ordinance 2007-16-122

Special Requirements

None.

Fund/Account Number

104-00-00-331-000-00 (Community Development Block Grant)

Use of Revenue

CIP Fund. Restricted to the purpose for which it was received.

Method/Frequency of Payment

Basic grant is by entitlement on a yearly basis. Other donations and grants are received on an occasional basis. There is no set frequency.

Basis for Budget Estimate

Estimate for the budget is based on approved or pending grant awards.

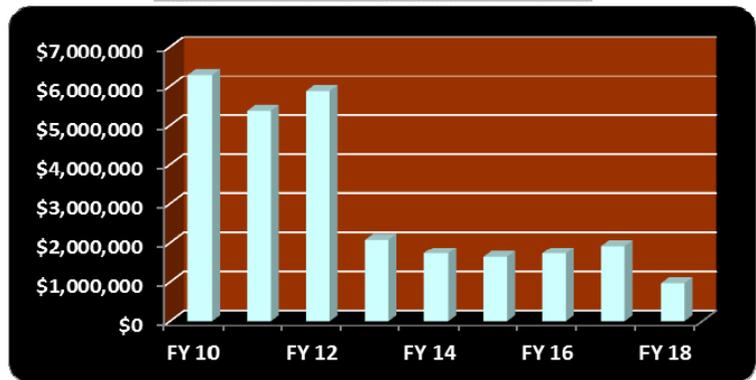
Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$6,293,302	69.65%
FY 11	\$5,379,937	-14.51%
FY 12	\$5,883,794	9.37%
FY 13	\$2,069,751	-64.82%
FY 14	\$1,727,704	-16.53%
FY 15	\$1,638,977	-5.14%
FY 16	\$1,727,116	5.38%
FY 17*	\$1,918,7411	11.10%
FY 18**	\$971,071	-49.39%

* Available funds to be spent

** Projected Awarded amount

History of Grants and Donations in the Community Development Fund



Discussion

The City received its first CDBG Grant as an entitlement city in FY-07 after completing its Consolidated Plan. As a result of Hurricane Wilma, the City received grant assistance from the State of Florida for repair and hardening of residential structures throughout the City. The City also received a grant from HUD via Miami-Dade County for a façade renovation program.

In FY-09, the City received approximately \$6.7 million in Neighborhood Stabilization Funds (NSP) in addition to smaller awards from the federal government. In FY-10, the City has been awarded additional NSP funding as well as several ARRA (Stimulus) funding grants. This funding for the NSP grants are exhausted in FY 2012.

Since FY 2012, the City only received award for the CDBG Grant. This is a reimbursable grant, until expenses are incurred, the City cannot draw on the funding.



*City of Miami
Gardens*

**REVENUE
MANUAL**
For FY 2017 - 2018

**STATE HOUSING
INITIATIVE
PARTNERSHIP GRANT
FUND**

Grants

Revenue Description

The State Housing Initiatives Partnership (SHIP) Program was created for the purpose of providing funds to counties and eligible municipalities as an incentive for the creation of local housing partnerships, to expand production and preservation of affordable housing, to further the housing element of local government comprehensive plans specific to affordable housing, and to increase housing-related employment. Portions of the documentary stamp tax are transferred into the Local Government Housing Trust Fund for distribution to eligible county and municipal governments to fund the implementation of local housing assistance plans.

Legal Basis for Revenue

Laws of Florida, Chapter 2007-198
 Florida Statutes §201.15 and §420.9071(9)
 City of Miami Gardens Charter Article 4, Sec. 4.9
 City of Miami Gardens Ordinance 2007-16-122

Special Requirements

A county or eligible municipality seeking approval to receive its share of the local housing distribution must adopt an ordinance containing several provisions. Additional procedures exist regarding the local government’s submission of its local housing assistance plan.

Fund/Account Number: 103-00-00-331-000-00

Use of Revenue

The City must expend its portion of the distribution only to implement a local housing assistance plan. Proceeds may not be expended for the purpose of providing rent subsidies; Additionally, funds may not be pledged to pay the debt service on any bonds.

Method/Frequency of Payment

Basic grant is by entitlement on a yearly basis.

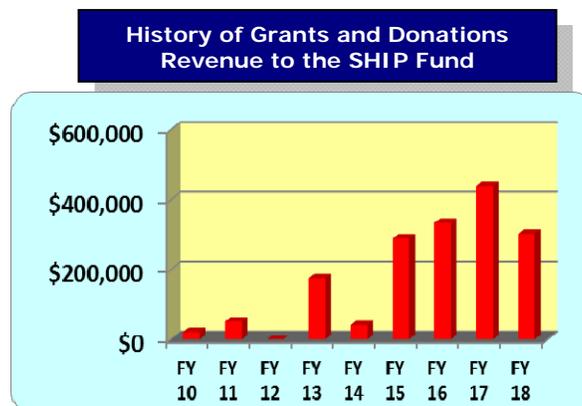
Basis for Budget Estimate

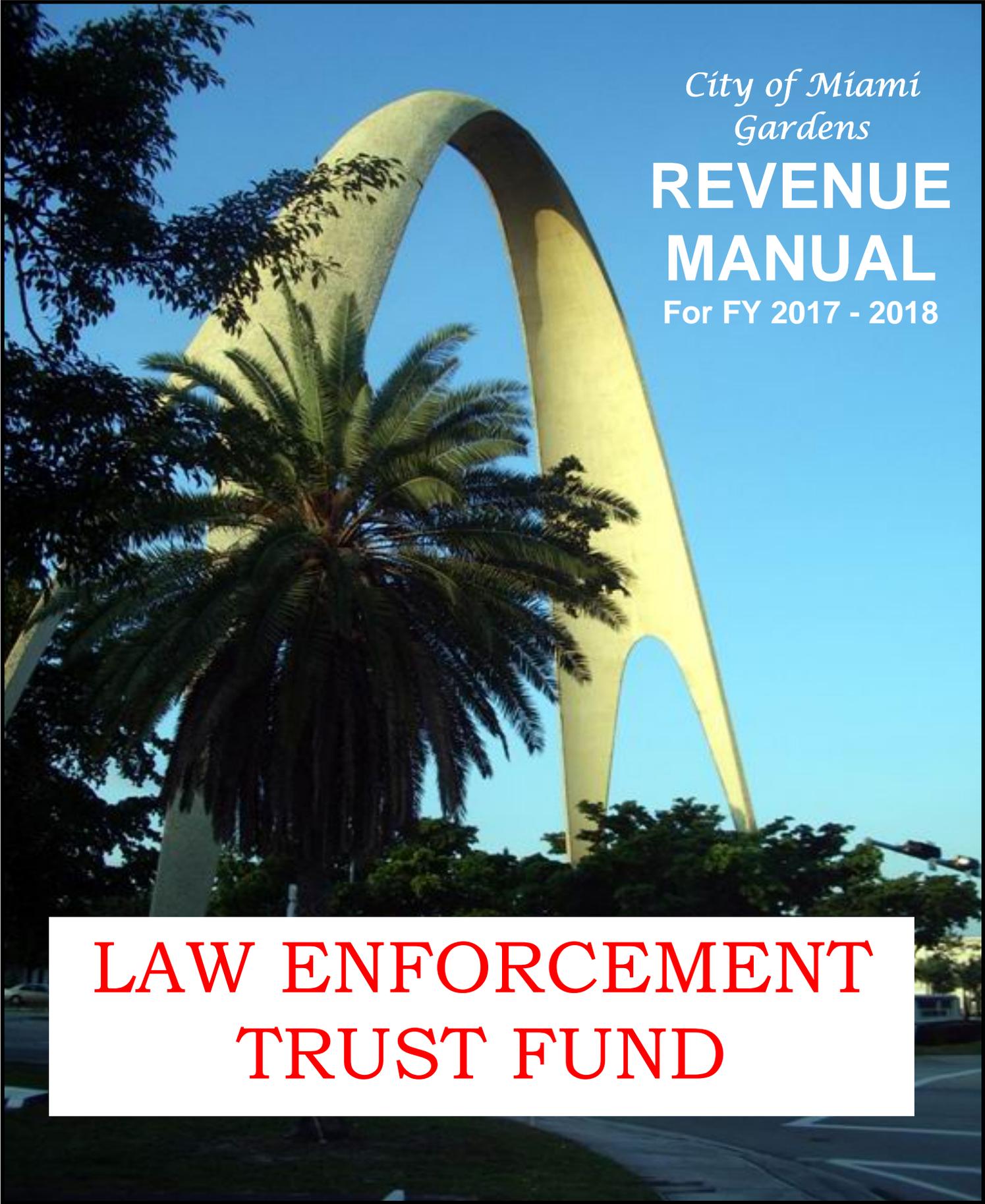
Estimate for the budget is based on approved or pending grant awards.

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$20,882	-96.56%
FY 11	\$50,914	143.82%
FY 12	\$0	-100.00%
FY 13	\$174,480	100.00%
FY 14	\$40,767	-76.64%
FY 15	\$289,264	609.55%
FY 16	\$333,898	15.43%
FY 17	\$439,663	31.68%
FY 18	\$302,383	-31.22%

Discussion

The City received its first SHIP Grant in FY-07 after completing its Housing Assistance Plan. Funds have been used exclusively for single family housing rehab thus far. There will be no allocation of funds in Florida for FY-12. Since FY 15, the allocation was increased until FY 18, that was reduced to \$302,383.



The background of the page is a photograph of the City of Miami Gardens logo, which is a large, white, arch-shaped structure. In the foreground, there is a large palm tree and other greenery. The sky is clear and blue.

*City of Miami
Gardens*

**REVENUE
MANUAL**
For FY 2017 - 2018

**LAW ENFORCEMENT
TRUST FUND**

Law Enforcement Trust Fund (L.E.T.F.) Revenue

Revenue Description

Section 932.701-707, Florida Statutes, establishes the procedure for local law enforcement departments to seize contraband and sell these assets. The law enables law enforcement agencies to seize anything that was used in, or acquired with proceeds of, felonious criminal actions. The seizure is accomplished through a civil process, as opposed to the underlying criminal law-based prosecution. It requires that contraband forfeiture trust funds be used only for the expressly specified purposes set forth in the statute.

Legal Basis for Revenue

Florida Statutes §932.701-707

City of Miami Gardens Charter Article 4, Section 4.9

City of Miami Gardens Ordinance 2007-16-122

Special Requirements

Monies received from law enforcement seizures can only be used for specific purposes as outlined in Florida Statutes.

If the seizing agency is a county or municipal agency, the remaining proceeds shall be deposited in a special law enforcement trust fund established by the board of county commissioners or the governing body of the municipality. Such proceeds and interest earned there from shall be used for school resource officer, crime prevention, safe neighborhood, drug abuse education and prevention programs, or for other law enforcement purposes, which include defraying the cost of protracted or complex investigations, providing additional equipment or expertise, purchasing automated external defibrillators for use in law enforcement vehicles, and providing matching funds to obtain federal grants. The proceeds and interest may not be used to meet normal operating expenses of the law enforcement agency.

After July 1, 1992, and during every fiscal year thereafter, any local law enforcement agency that acquires at least \$15,000 pursuant to the Florida Contraband Forfeiture Act within a fiscal year must expend or donate no less than 15 percent of such proceeds for the support or operation of any drug treatment, drug abuse education, drug prevention, crime prevention, safe neighborhood, or school resource officer program(s). The local law enforcement agency has the discretion to determine which program(s) will receive the designated proceeds.

Fund/Account Number: 107-00-00-359-007-00

Use of Revenue

Funds are restricted per the above.

Basis for Budget Estimate

Statutes prohibit the anticipatory budgeting of these funds. Only prior year fund balance can be planned for expenditure in the budget.

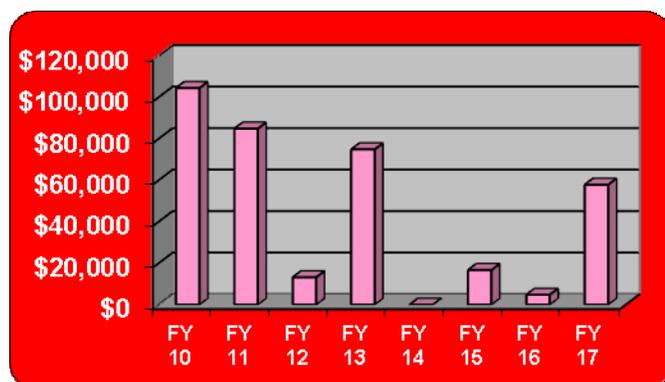
Discussion

Prior to FY-08, the City contracted with the Miami-Dade County Police Department for police services, The City did not receive L.E.T.F. funds.

Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$104,405	355.72%
FY 11	\$84,845	-18.73%
FY 12	\$13,243	-84.39%
FY 13	\$74,855	465.24%
FY 14	\$0	-100.00%
FY 15	\$16,668	100%
FY 16	\$4,806	-71.20%
FY 17*	\$57,831	1103.31%

History of Law Enforcement Trust Revenue



* Estimated

**City did not provide budget for FY 18

Other Non-Operating (Unreserved Fund Balance)

Legal Basis for Revenue

Florida Statutes §932.701-707
 Laws of Florida, Chapter 2007-198
 Florida Statutes §201.15 and §420.9071(9)
 City of Miami Gardens Charter Article 4, Section 4.9
 City of Miami Gardens Ordinance 2007-16-122

Special Requirements: Used per statutes.

Fund/Account Number:

LET Fund: 107-00-00-389-900-00

Use of Revenue

HIP Fund. Restricted to the uses for which it was originally received.

Method/Frequency of Payment

N/A. Money appropriated with budget approval.

Basis for Budget Estimate

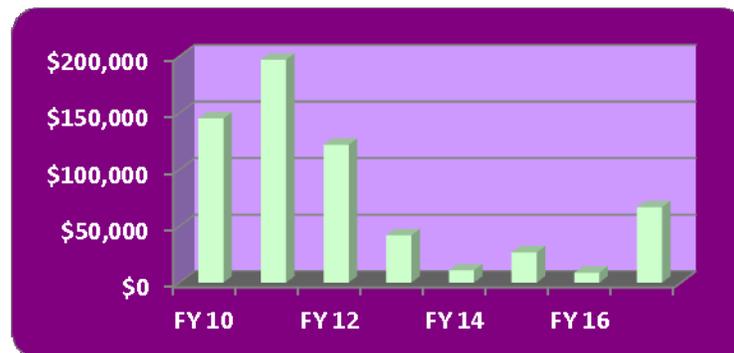
Budgeted amount is based on prior year's audit or an estimate if audit is not available at of budget time.

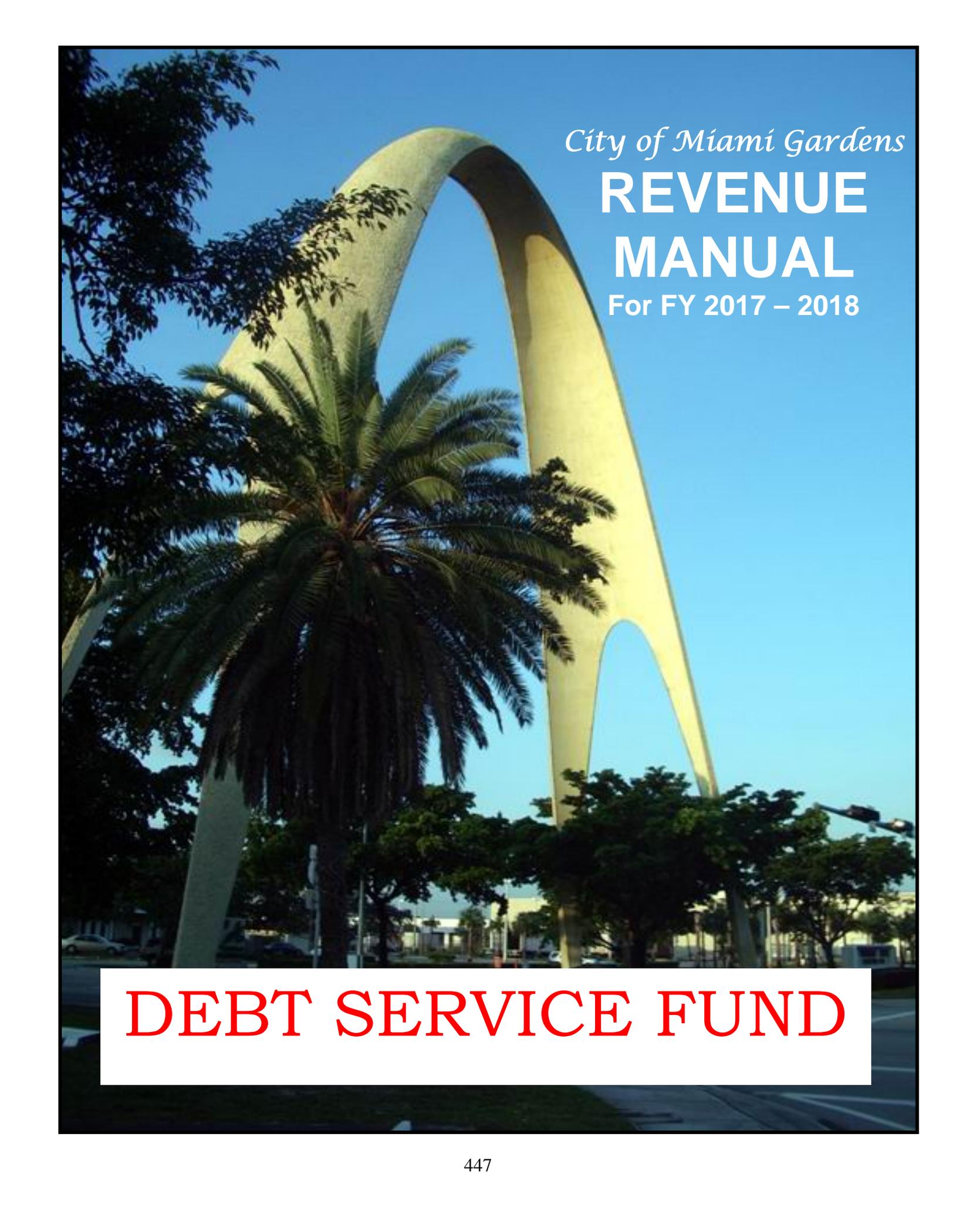
Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 10	\$144,959	259.78%
FY 11	\$196,999	35.90%
FY 12	\$121,821	-38.16%
FY 13	\$41,754	-65.73%
FY 14	\$10,781	-74.18%
FY 15	\$26,694	147.60%
FY 16	\$8,723	-67.32%
FY 17*	\$66,591	663.40%

*Estimated

History of Budgeted Fund Balance Reserve in the LETF Fund





City of Miami Gardens

REVENUE MANUAL

For FY 2017 – 2018

DEBT SERVICE FUND

Transfers-In

Revenue Description

As part of the City's internal charge system, the Debt Service Fund is generally responsible for the payment of bond and capital lease debt service for vehicle, equipment and real property purchases. Each year, the department for which the debt was issued must budget and transfer the appropriate debt service amount to the Debt Service Fund to make the bond payment.

This charge is based on the actual debt service for the various vehicles, equipment and real property purchased through bond and capital lease financing.

Legal Basis for Revenue

Florida Statutes §166.231
 City of Miami Gardens Charter Article 4, Section 4.9 and Article 8, Section 8.3 and Section 8.4
 City of Miami Gardens Ordinance 2007-16-122

Special Requirements

None.

Fund/Account Number

Debt Service Fund 201-00-00-381-000-00

Use of Revenue

Debt Service Fund. Restricted to Debt Service.

Method/Frequency of Payment

The City's Finance Department transfers total prior to the debt service payment date or on a monthly pro-rata basis.

Basis for Budget Estimate

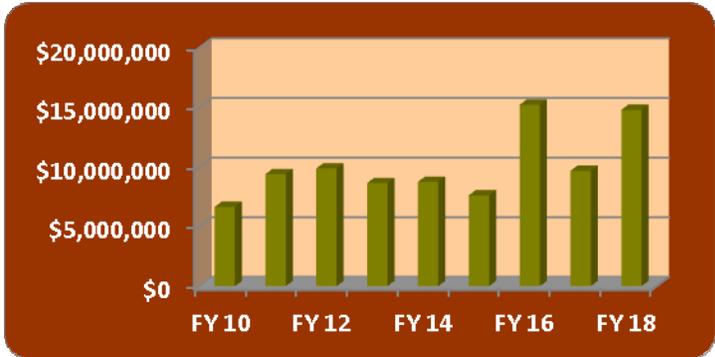
Estimate for the budget is based on actual debt service schedule.

Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY10	\$6,637,910	10.40%
Y 11	\$9,388,361	41.44%
FY 12	\$9,866,989	5.10%
FY 13	\$8,641,617	(12.42%)
FY 14	\$8,745,307	1.20%
FY 15	\$7,612,215	-12.96%
FY 16	\$15,204,524	99.74%
FY 17*	\$9,663,778	-36.44%
FY 18**	\$14,775,032	52.89%

* Estimated
 ** Budgeted

History of Police Debt Transfer to the Debt Service Fund



Discussion

This component of the internal cost allocation system was developed in order to ensure that each department paid its fair share of the debt service from the various city financings. FY-10 and FY-11 jumps in debt service due to the issuance of two bond issues in FY-10. FY 13 reflects a decrease as one bond issuance is paid off and also utilizing the proceeds of the sale of a property to pay FY-13 debt service instead of transferring funding in from General Fund. A FY-14 increase is attributed to the \$3.7 million master lease agreement issued in FY-13. FY 16 increase is attributed to the refinancing of the Taxable Revenue Bonds Series 2009 in the amount of \$6.3 million, the proceeds was recognized in General Fund and transfer in to the Debt Service Fund. FY 18 increase is attributed the projected sale of the 15 acre property and the City will utilize the sale proceeds to payoff the loan.

Ad Valorem Taxes

Revenue Description

In April 2014, the City issued a referendum for voters approval for the issuance of General Obligation Bond to provide funding for building and improvements to Parks and Recreation facilities. The bond proceeds are also to be used for the purchase of crime prevention equipment. The referendum was passed and the General Obligation Debt was issued in July 2014. The City will levy a debt millage for 25 years to provide debt payments for this issuance. The first levy of taxes begins in FY 2015.

Legal Basis for Revenue

Florida Statutes §166.231

City of Miami Gardens Charter Article 4, Section 4.9 and Article 8, Section 8.3 and Section 8.4

City of Miami Gardens Ordinance 2014-09-320

Special Requirements

None.

Fund/Account Number

Debt Service Fund 201-00-00-311-000-00

Use of Revenue

Debt Service Fund. Restricted to GO Bond payment.

Basis for Budget Estimate

Estimate for the budget is based on actual debt service schedule.

Collection History

<i>Fiscal Year</i>	<i>Amount</i>	<i>% increase/ (Decrease)</i>
FY 15	\$4,200,807	
FY 16	\$4,254,449	1.28%
FY 17*	\$4,134,622	-0.20%
FY 18**	\$4,222,285	2.12%

History of Ad Valorem Tax for Debt Service



*FY 17 Estimated Collection

** FY 18 Amount to Levy