CITY OF MIAMI SPRINGS, FLORIDA

Mayor Walter Fajet, Ed.D.

Vice Mayor Jorge Santin | **Councilman Joseph Dion**
Councilman Orlando Lamas | **Councilman Fabian Perez-Crespo**

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

CITY COUNCIL REGULAR MEETING AGENDA
Monday, September 8, 2025 – 7:00 PM
Council Chambers, 201 Westward Drive, Miami Springs, Florida
(In-person and virtually; See the end of the Agenda for additional information)

1. **Call to Order/Roll Call**

2. **Invocation:**

   A) Offered by Councilman Fabian Perez-Crespo

3. **Pledge of Allegiance:** Audience will lead the Pledge of Allegiance and Salute to the Flag.

4. **Agenda/Order of Business**

5. **Awards & Presentations**

   A) Drawing by Mayor Fajet to announce the winner of the Hialeah - Miami Springs Rotary Club "Dining Out For A Year" Raffle

6. **Open Forum:** Persons wishing to speak on items of general City business, may do so in person (subject to capacity restrictions) or virtually by following the instructions at the back of this agenda. This portion of the meeting also includes any pre-screened video submittals. The purpose of Open Forum is to encourage residents and members of the public to address their concerns and make comments on any item. **The City Council will not enter into a dialogue at this time. City staff will gladly address any question, issue, and/or comment after the meeting. The Mayor is the presiding officer of all Council meetings and shall conduct the meetings accordingly.**

7. **Approval of Council Minutes**

   A) August 11, 2025 – Regular Meeting

B) August 12, 2025 - Budget Workshop

C) August 18, 2025 - City Council Workshop

D) August 25, 2025 Local Planning Agency

E) August 25, 2025 - Special Council Meeting

8. Reports from Boards & Commissions

9. Public Hearings

A) **Resolution** - A Resolution Of The Mayor And The City Council Of The City Of Miami Springs, Florida, Adopting The Proposed Millage Rate For Fiscal Year 2025-2026 In The Amount Of 6.8100 Mills, Which Is 7.21% Higher Than The Roll-Back Rate Of 6.3521 Mills, To Balance The General Fund For Fiscal Year 2025-2026; And Providing For An Effective Date.

B) **Resolution** -A Resolution Of The Mayor And City Council Of The City Of Miami Springs, Florida, Adopting A Tentative Budget For The Fiscal Year Commencing October 1, 2025, And Ending September 30, 2026; Confirming Date Of Second Public Hearing; And Providing For An Effective Date.

10. Consent Agenda

A) **Resolution** - A Resolution Of The Mayor And City Council Of The City Of Miami Springs, Florida, Approving The Purchase Of Additional Toro Golf Course Maintenance Equipment And Irrigation Parts From Tesco South Incorporated D/B/A Hector Turf In An Amount Not To Exceed $9,000 For Fiscal Year 2024-25; Providing For Authorization; And Providing For An Effective Date.

B) **Resolution** - A Resolution Of The Mayor And City Council Of The City Of Miami Springs, Florida, Ratifying A Revised 2023 Statewide Mutual Aid Agreement With The Florida Division Of Emergency Management (FDEM) And Participating Local Governments; Providing For Implementation; And Providing For An Effective Date.

C) **Resolution** - A Resolution Of The Mayor And City Council Of The City Of Miami Springs, Florida, Approving An Agreement With Sport Surfaces, LLC For The Pickleball And Tennis Court Resurfacing Project In An Amount Not To Exceed $54,900 Utilizing The Terms And Conditions Of The City Of North Miami Agreement Awarded Pursuant To Invitation For Bid No. 07-24-25; Providing For Authorization; Providing For Implementation; And Providing For An Effective Date.

D) **Resolution —** A Resolution Of The Mayor And City Council Of The City Of Miami Springs, Florida, Approving An Agreement With Brown & Brown Of Florida, Inc. For The City's General, Property, Auto, Workers' Compensation, Cyber, And Other Liability Insurance Coverage In An Amount Not To Exceed $998,489 For Fiscal Year 2025-26; Providing For A Waiver Of Competitive Bidding; Providing For Authorization; And Providing For An Effective Date.

E) **Resolution** - A Resolution Of The Mayor And City Council Of The City Of Miami Springs, Florida, Approving Employee Health Benefits Agreements With The

Unitedhealthcare Insurance Company For Employee Health, Dental And Vision Insurance Services In An Amount Not To Exceed $2,030,078 For Fiscal Year 2025-26; Providing For A Waiver Of Competitive Bidding; Providing For Authorization; And Providing For An Effective Date.

F) **Resolution -** A Resolution Of The Mayor And City Council Of The City Of Miami Springs, Florida, Authorizing The Issuance Of A Change Order To The Purchase Order With Turf Tech Pros Inc Relating To The Miami Springs Golf And Country Club Short Game Practice Facility Artificial Turf Improvements Project In An Amount Not To Exceed $9,500; And Providing For An Effective Date.

G) **Resolution** - A Resolution Of The Mayor And City Council Of The City Of Miami Springs, Florida, Approving The Purchase Of Additional Golf Products From Taylor Made Golf Company, Inc. For The City's Golf Club Pro Shop For Fiscal Year 2024-25 In An Amount Not To Exceed $13,000; Providing For Authorization; And Providing For An Effective Date.

H) **Resolution -** A Resolution Of The Mayor And City Council Of The City Of Miami Springs, Florida, Approving A Towing Services Agreement With Nu-Way Towing Service, Inc. For Citywide Towing Services; Providing For Authorization; Providing For Waiver Of Competitive Bidding; And Providing For An Effective Date.

I) **Resolution** - A Resolution Of The Mayor And City Council Of The City Of Miami Springs, Florida, Approving An Agreement With Productiv Elements, Llc For Campaign Fundraising Consulting Services Relating To The Miami Springs Centennial Celebration In An Amount Not To Exceed $26,500; Providing For Authorization; Providing For Waiver Of Competitive Bidding; And Providing For An Effective Date.

J) **Resolution -** A Resolution Of The Mayor And The City Council Of The City Of Miami Springs, Florida, Approving An Agreement With Hayes E-Government Resources, Inc. For Citywide Office Telephone Services Utilizing The Terms And Conditions Of The Florida Department Of Management Services (FDMS) Contract No. DMS-17/18-004B; Providing For Authorization; Providing For Implementation; And Providing For An Effective Date.

11. Old Business

12. New Business

13. Other Business

14. Reports & Recommendations

A) City Attorney

B) City Manager

C) City Clerk

D) City Council

15. Adjourn

CITY OF MIAMI SPRINGS
PUBLIC MEETING NOTICE

The City of Miami Springs will hold a public meeting on:

Monday, September 8, 2025 at 7:00 PM
City Hall, Council Chambers, 201 Westward Drive, Miami Springs, Florida
(Physical Meeting Location)

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

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

ATTEND THE MEETING IN PERSON AT THE PHYSICAL MEETING LOCATION

The meeting will be held in person at the physical meeting location stated above. Admission to the physical meeting location is on a first-come, first-serve basis and space is limited. Doors will open 30 minutes prior to the meeting start time.

WATCH AND/OR PARTICIPATE IN THE MEETING

- **YouTube:** https://www.youtube.com/channel/UC2at9KNnqUxZRSw1UkhdHLQ/featured
- **From your computer/mobile device:** https://www.miamisprings-fl.gov/meetings

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

PUBLIC COMMENTS WILL BE ACCEPTED BY THE FOLLOWING MEANS:

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

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

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

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

PUBLIC RECORDS

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

NOTICE PURSUANT TO §286.0105, FLORIDA STATUTES

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

AMERICANS WITH DISABILITIES ACT

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

LOBBYING ACTIVITIES

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

Have questions or need additional information?
Write: cityclerk@miamisprings-fl.gov
Call: 305-805-5006
Mail: 201 Westward Drive, Miami Springs, FL 33166

City of Miami Springs, Florida

City Council Meeting
Regular Meeting Minutes
Monday, August 11, 2025 at 7:00 p.m.
City Hall, Council Chambers, 201 Westward Drive, Miami Springs, Florida
In-Person/Virtual Council Meeting

1. Call to Order/Roll Call: The meeting was called to order by the Mayor at 7:03 p.m.

Present were the following:
Mayor Walter Fajet, Ed.D.
Vice Mayor Jorge Santin
Councilman Joseph Dion
Councilman Fabian Perez-Crespo
Councilman Orlando Lamas

City Manager JC Jimenez
City Clerk Erika Gonzalez, MMC
City Attorney Haydee Sera
City Attorney Ed Martos
Assistant City Manager Tammy Romero
Police Chief Matthew Castillo
City Planner Silvia Vargas
Public Works Director Juan Pena

2. Invocation: Offered by Mayor Walter Fajet

3. Pledge of Allegiance: The audience led in the pledge.

4. Agenda / Order of Business:

Councilman Dion moved to set the agenda for the meeting. Councilman Lamas seconded the motion, which carried 5-0 on voice vote. The vote was as follows: Vice Mayor Santin, Councilman Dion, Councilman Lamas, Councilman Perez-Crespo and Mayor Fajet voting Yes.

5. Awards & Presentations: None at this time.

6. Open Forum: The following members of the public addressed the City Council: Brad Curtis, River Cities Gazette; Abel Lera, Mokena Drive; Luis Romero, 224 Duval Drive; Carlos Lumpui, 181 Hammond Drive; Millie Crespo, 501 Curtiss Parkway.

7. Approval of Council Minutes:

A) June 23, 2025 – Regular Council Meeting
B) July 24, 2025 – Special Council Meeting

Councilman Dion moved to approve the minutes of June 23, 2025 Regular Meeting an July 24, 2025 Special Council Meeting. Councilman Perez-Crespo seconded the motion, which carried 5-0 on voice vote. The vote was as follows: Vice Mayor Santin, Councilman Dion, Councilman Lamas, Councilman Perez-Crespo and Mayor Fajet voting Yes.

8. Reports from Boards & Commissions: None.

9. Public Hearings:

A) **Ordinance - First Reading** - An Ordinance Of The City Of Miami Springs, Florida, Amending Section 150-070.1, "Miami Springs Gateway Overlay District" Within Article VII, "Business District" Of Chapter 150, "Zoning Code," Of The City's Code Of Ordinances To Amend The List Of Uses Permitted On First Floor Levels Along Road Rights-Of-Way; Providing For Conflicts; Providing For Severability; Providing For Codification; And Providing For An Effective Date

City Clerk Erika Gonzalez read the Ordinance by title. City Attorney Haydee Sera gave a brief overview of the ordinance and the updates for consideration.

After some discussion, Councilman Dion moved to approve the Ordinance as read. Councilman Perez-Crespo seconded the motion, which carried 4-1 on roll call vote. The vote was as follows: Councilman Dion, Councilman Lamas, Councilman Perez-Crespo and Mayor Fajet voting Yes; and Vice Mayor Santin voting No.

10. Consent Agenda: (Funded and/or Budgeted):

A) **Resolution** - A Resolution Of The Mayor And City Council Of The City Of Miami Springs, Florida, Designating Ken Wilde As Honorary City Historian; Providing For Purpose; And Providing For An Effective Date.

B) **Resolution** - A Resolution of the City Council of the City of Miami Springs, Florida, Approving a First Amended Interlocal Agreement for Inclusion in the Miami-Dade County Curbside Recycling Program; Providing for Authorization; Providing for Implementation; and Providing for an Effective Date.

C) **Resolution** - A Resolution of the Mayor and City Council of the City of Miami Springs, Florida, Approving an Artistic Services Agreement With Natalie Plasencia for the Miami Springs Centennial; Providing for a Waiver of Competitive Bidding; Providing for Authorization; and Providing for an Effective Date. (4/5 Vote Required)

D) **Resolution** - A Resolution Of The Mayor And City Council Of The City Of Miami Springs, Florida, Approving The Purchase Of One Chevrolet ARBOC Spirit Of Freedom Cutaway Minibus Vehicle From Model 1 Commercial Vehicles, Inc. In An Amount Not To Exceed $156,503 Utilizing The Terms And Conditions Of The Florida Department Of Transportation (FDOT) Contract No. TRIPS-22-CA-MB-LF-MODEL1 Pursuant To Section 31-11(E)(5) Of The City Code; Providing For Implementation; And Providing For An Effective Date.

E) **Resolution** - A Resolution Of The Mayor And City Council Of The City Of Miami Springs, Florida, Co-Designating The Portion Of Park Street Between Westward Drive And Nahkoda Drive As "Officer Donald E. Mazzone Way"; Providing For Authorization; And Providing For An Effective Date

F) **Resolution** - A Resolution Of The Mayor And City Council Of The City Of Miami Springs, Florida, Amending Resolution No. 2022-4037 Relating To The Centennial Committee To Provide For Additional Voting Members Subject To Council Approval; Providing For Authorization; And Providing For An Effective Date.

G) **Resolution** - A Resolution of the Mayor and City Council of the City of Miami Springs, Florida, Authorizing the City Manager to Negotiate and Execute an Agreement With the Flock Group, Inc. for Security Camera Surveillance Services in an Amount Not to Exceed Budgeted Funds; Providing for a Waiver of Competitive Bidding; Providing for Implementation; and Providing for an Effective Date. (4/5 Vote Required)

H) **Resolution** - A Resolution of the Mayor and City Council of the City of Miami Springs, Florida, Approving Agreements With Enterprise Fleet Management, Inc. and Other Enterprise Entities for Long-Term Police Vehicle Leasing Services; Providing for a Waiver of Competitive Bidding; Providing for Authorization; Providing for Implementation; and Providing for an Effective Date. (4/5 Vote Required)

Mayor Fajet pulled Consent Agenda Item A to recognize Mr. Ken Wilde for officially being appointed as the honorary City Historian.

Vice Mayor Santin moved to approve the Consent Agenda Items B-H. Councilman Lamas seconded the motion, which carried 5-0 on roll call vote. The vote was as follows: Vice Mayor Santin, Councilman Dion, Councilman Lamas, Councilman Perez-Crespo and Mayor Fajet voting Yes.

Item A was read into the record by the City Clerk. Mr. Wilde spoke a few words and thanked the Council for the appointment.

Vice Mayor Santin moved to approve the Consent Agenda Item A. Councilman Perez-Crespo seconded the motion, which carried 5-0 on roll call vote. The vote was as follows: Vice Mayor Santin, Councilman Dion, Councilman Lamas, Councilman Perez-Crespo and Mayor Fajet voting Yes.

11. Old Business: None at this time.

12. New Business:

A) **Resolution** - A Resolution Of The Mayor And City Council Of The City Of Miami Springs, Florida, Approving A Fourth Amendment To The Professional Services Agreement With American Traffic Solutions, Inc. D/B/A Verra Mobility For Camera Systems And Services Relating To The Monitoring And Enforcement Of Red Light Traffic Violations In An Amount Not To Exceed Budgeted Funds; Providing For Authorization; Providing For Implementation; And Providing For An Effective Date. (Public Hearing Required)

City Clerk Erika Gonzalez read the item by title. Chief Castillo was available to answer questions. The Mayor opened the item for public hearing; there were no speakers at this time.

Councilman Dion moved to approve the Resolution as read. Councilman Lamas seconded the motion, which carried 5-0 on roll call vote. The vote was as follows: Vice Mayor Santin, Councilman Dion, Councilman Lamas, Councilman Perez-Crespo and Mayor Fajet voting Yes.

B) **Resolution** - A Resolution of the Mayor and City Council of the City of Miami Springs, Florida, Approving a Second Renewal Term to the Miami Springs Country Club Food and Beverage Concessionaire Agreement With HRS MGMT Group, LLC; Providing for Implementation; and Providing for an Effective Date.

City Clerk Erika Gonzalez read the item by title. Yannick Kemmeche addressed the City Council.

Councilman Dion moved to approve the renewal for the remaining years of the agreement, contingent upon renegotiated terms to be discussed by the City Manager with the vendor and brought back to Council in a final agreement. The motion was seconded by Councilman Lamas, the motion, which carried 5-0 on roll call vote. The vote was as follows: Vice Mayor Santin, Councilman Dion, Councilman Lamas, Councilman Perez-Crespo and Mayor Fajet voting Yes.

13. Other Business:

A) Request by Mayor Fajet to propose recognizing historic homes (over 100+ years old) through proclamation from the City/Council

Mayor Fajet shared an idea he observed from the City of Miami, where homes reaching 100 years receive a proclamation. He noted that other cities have adopted similar practices and expressed enthusiasm for recognizing historic homes in Miami Springs in the same way. The Mayor stated he had obtained a sample proclamation from the City of Miami and suggested moving forward with a similar initiative. With Council consensus,

he recommended that the Historic Preservation Board identify homes reaching 100 years for recognition. The City Council gave consensus to move forward with the item.

B) Request by Councilman Perez-Crespo to discuss renaming George Washington Park at 401 Westward Drive to Imogene "Gene" Post Park in honor of the woman who started the Miami Springs Woman's Club, first City library, as well as the first Methodist Church and Presbyterian Church in Miami Springs.

Councilman Perez-Crespo discussed the parcel of land at 401 Westward Drive, currently known as George Washington Park, and noted its history as a community garden and gathering space established in 1995 by local volunteers. He highlighted the lack of historic connection between George Washington and Miami Springs, and instead emphasized the contributions of Imogene Post, founder of the Miami Springs Woman's Club, who was instrumental in establishing the City's first library, beautification projects, and civic growth. He further noted her family's legacy, including her son's role in founding PBS&J, a major engineering firm. Councilman Perez-Crespo proposed renaming the park in honor of Imogene Post as a more authentic reflection of the City's history and Centennial celebration, and there was general consensus of the Council to move forward with this initiative.

14. Reports & Recommendations:

A) City Attorney

City Attorney Haydee Sera had no report at this time.

B) City Manager

City Manager Jimenez announced that the budget workshop will take place tomorrow, August 12th at 6:00 p.m. in the Council Chambers. He had no further report.

C) City Clerk

City Clerk Gonzalez noted upcoming meetings: the Centennial Committee meeting on August 13th at 6:00 p.m. at City Hall; a Council workshop on August 18th at City Hall; and the Council meeting on August 25th, followed by a Community Workshop at the Senior Center. She stated that all dates would be posted on the City's website and calendar.

D) City Council

Councilman Perez-Crespo commented on the value of learning from other cities' Centennial celebrations, noting observations from Delray Beach and Boca Raton during a recent visit. He encouraged residents to participate in the upcoming Centennial Committee meeting on Wednesday and expressed excitement about the commemorative pins that will be available. He further reminded the community to exercise caution with

the start of the school year and encouraged attendance at the budget and Centennial meetings, noting this is an exciting and busy time for the City.

Councilman Lamas expressed that it was good to be back from the brief recess, to see everyone again, and noted he was pleased with the full audience in attendance.

Councilman Dion recognized the Oleeta West State Lodge #145 Freemasons, established prior to the founding of Miami Springs in 1923. He noted that the Lodge has adopted 36th Street from 42nd Avenue to Curtiss Parkway and announced that they will be conducting a street cleanup this Saturday at 8:00 a.m.

Vice Mayor Santin elaborated on the upcoming Bike Tour of Landmarks scheduled for August 23rd, with registration beginning at 8:30 a.m. He noted that over 80 children, along with parents, are already expected to participate. The event will include hot dogs and hamburgers donated by Ricky Meats, as well as support from additional sponsors. The Police Department will provide an obstacle course for the children, and the Historical Society will host personal tours of the Mansion. Exhibits will also be featured, including a book signing by Rick Leisenring, Jr., Emeritus Curator of the Glenn Curtiss Museum, on the history of the bicycle and motorcycle with Glenn Curtiss. Vice Mayor Santin emphasized that the event will not only showcase historic landmarks, but also provide an educational opportunity for children to learn about the community's history.

Mayor Fajet noted that the month ahead will be very busy as the City begins the budget process, including two upcoming budget workshops with anticipated discussion on the millage rate. He further announced upcoming workshops for the Southeast Springs revitalization initiative, including a session at the Senior Center with opportunity for public comment, and encouraged community participation. Mayor Fajet also reminded residents to exercise caution as school resumes and speed zone enforcement is in effect.

15. Adjourn

There being no further business to be discussed the meeting was adjourned at 8:09 p.m.

Respectfully submitted:

Erika Gonzalez, MMC
City Clerk

Adopted by the City Council on
This 8th day of September, 2025.

Dr. Walter Fajet, Mayor

PURSUANT TO FLORIDA STATUTES 286.0105, THE CITY HEREBY ADVISES THE PUBLIC THAT IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THIS COUNCIL WITH RESPECT TO ANY MATTER CONSIDERED AT ITS MEETING OR HEARING, HE OR SHE WILL NEED A RECORD OF THE PROCEEDINGS, AND THAT FOR SUCH PURPOSE, THE AFFECTED PERSON MAY NEED TO ENSURE THAT VERBATIM RECORD OF THE PROCEECING IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED THIS NOTICE DOES NOT CONSTITUTE CONSENT BY THE CITY FOR THE INTRODUCTION OR ADMISSION OF OTHERWISE INADMISSIBLE OR IRRELEVANT EVIDENCE, NOR DOES IT AUTHORIZE CHALLENGES OR APPEALS NOT OTHERWISE ALLOWED BY LAW.

City of Miami Springs, Florida

City Council Workshop Meeting Minutes
Monday, August 12, 2025, 6:00 p.m.
City Hall Council Chambers, 201 Westward Drive, Miami Springs, Florida
In-Person/Virtual Council Meeting

1. Call to Order/Roll Call: The meeting was called to order by the Mayor at 6:05 p.m.

Present were the following:
Mayor Walter Fajet, Ed.D.
Vice Mayor Jorge Santin
Councilman Joseph Dion
Councilman Orlando Lamas
Councilman Fabian Perez-Crespo

City Manager JC Jimenez
Deputy City Clerk Juan D. Garcia
City Attorney Haydee Sera
Assistant City Manager Tammy Romero
City Planner Silvia Vargas

2. Salute to the Flag: The audience participated.

3. New Business

A) Presentation on the Proposed Fiscal Year 2025-2026 Budget by City Manager JC Jimenez; Finance Director Chris Chiocca

City Manager Jimenez presented a PowerPoint presentation on the proposed 2025-2026 Budget. He highlighted the following:

- Tax Base & Millage: Citywide property values up 8.1%. Proposed millage reduced to 6.81 (from 6.86), with ad valorem revenue estimated at approximately $12.21M; continued trend of property values going up and millage rate going down

- Employee Compensation/Benefits: 3% COLA for full-time general employees; police per Collective Bargaining Agreement. Health insurance increased 4.5%; dental/vision unchanged.

- Council/Centennial: $50,000 one-time allocation for Centennial events; continued support for Circle/special events and youth groups; increased Council travel for

FLC/state/federal advocacy.

- City Clerk / Elections: Budget increase tied to Passport Services expansion (new space; added PT staff) with projected $150,000 revenue; $10,000 earmark for potential election related to SE Springs.

- HR / Class & Comp: Study wrapping; intent to implement merit/step/bonus framework following results.

- Public Safety: Police overall +3.3% (primarily salaries). Fleet plan: lease 14 vehicles via Enterprise in lieu of purchasing two units, to modernize fleet and reduce maintenance; seeking supplemental federal funds.

- IT / Records: Add PT IT position; server reductions and cloud migrations; Laserfiche, records management, moving to cloud services.

- Parks, Rec & Facilities: Increased costs from in-house tennis program and staffing. Capital this year includes Aquatic Center heater & grates replacement, repaint, pool cameras; tennis court resurfacing (2) & pro shop upgrades; gym divider replacement.

- Public Services: Centennial flower plantings (Curtiss Pkwy). Starting wage for maintenance increased to $18.60/hr ($40k/yr) to remain competitive.

- Golf & Country Club: +11.6% (course agronomy - fertilizer, sod, hedges). Capital: continuous cart path and course beautification.

- Senior Services: General Fund transfer reduced through cost controls; new 6-year Alliance for Aging contract in effect; department budget +11.28% (food costs).

- Stormwater: Fund remains healthy. Project updates: East/Oakwood close-out; Forrest Dr. design; South Dr. CEI procurement; Master Plan completion this year (grant-funded).

- Sanitation: Structural deficit noted. Rates adjusted this year; impacts to be reviewed post-audit. Staff reviewing multi-family rates and bulk service equity; recommendations forthcoming.

- Mobility: Transitioning City shuttle to on-demand service model; RFP in progress.

- Debt & Transfers: Debt service per schedules; reduced General Fund transfers.

Future/Watch Items: Entry signage and City beautification; ERP replacement; public

works pickup fleet renewal; Golf roof. Risks include potential state property tax policy changes, property value softening, and grant reliance at Senior Center.

He also provided highlights for the following areas:

- Passport scaling: New facility staffed with 1 FT + 1 PT plus cross-trained support to increase appointments and allow for more walk-ins and scheduled appointments.

- Recreation Center HVAC: 5 of 16 rooftop units funded for replacement this year; routine maintenance in-house, major repairs outsourced.

- 30 Canal St. parking contribution: Revenues earmarked for parking improvements; to be brought via budget amendment with project scope.

- Historical Society: City continues storage support (~$7,200/yr); request for bookkeeping funds not included (operational expense).

He announced the following budget hearing dates: First Budget Hearing will be September 8, 7:00 p.m. and the second and final hearing is September 22, 7:00 p.m.

4. Adjourn

There being no further business to be discussed the meeting was adjourned at 7:05 p.m.

Respectfully submitted:

_____
Erika Gonzalez-Santamaria, MMC
Deputy City Clerk

Adopted by the City Council on
This 9th day of September, 2025.

_____
Dr. Walter Fajet, Mayor

PURSUANT TO FLORIDA STATUTES 286.0105, THE CITY HEREBY ADVISES THE PUBLIC THAT IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THIS COUNCIL WITH RESPECT TO ANY MATTER CONSIDERED AT ITS MEETING OR HEARING, HE OR SHE WILL NEED A RECORD OF THE PROCEEDINGS, AND THAT FOR SUCH PURPOSE, THE AFFECTED PERSON MAY NEED TO ENSURE THAT VERBATIM RECORD OF THE PROCEECING IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED THIS NOTICE DOES NOT CONSTITUTE CONSENT BY THE CITY FOR THE INTRODUCTION OR ADMISSION OF OTHERWISE INADMISSIBLE OR IRRELEVANT EVIDENCE, NOR DOES IT AUTHORIZE CHALLENGES OR APPEALS NOT OTHERWISE ALLOWED BY LAW.

City of Miami Springs, Florida

City Council Workshop Meeting Minutes
Monday, August 18, 2025, 6:00 p.m.
City Hall Council Chambers, 201 Westward Drive, Miami Springs, Florida
In-Person/Virtual Council Meeting

1. Call to Order/Roll Call: The meeting was called to order by the Mayor at 6:05 p.m.

Present were the following:
Mayor Walter Fajet, Ed.D.
Vice Mayor Jorge Santin
Councilman Joseph Dion
Councilman Orlando Lamas (via Zoom)
Councilman Fabian Perez-Crespo

City Manager JC Jimenez
City Clerk Erika Gonzalez, MMC
City Attorney Haydee Sera
Assistant City Manager Tammy Romero
City Planner Silvia Vargas

2. Salute to the Flag: The audience participated.

3. Presentation by City Planner, Silvia Vargas on SE Springs

- **Recap of Prior Workshop Findings & Outcomes**
- **Review of Potential Change Framework**
- **Council Discussion**
- **Next Steps**

City Planner Silvia Vargas gave a presentation to the Mayor and City Council on the Activate Southeast Springs initiative, focused on the NW 36th Street Corridor and the Abraham Tract.

Ms. Vargas provided a recap of prior findings, emphasizing the significance of the study area, which represents 5.6% of the City's land area, contains the largest concentration of non-residential uses, and serves as a primary gateway into Miami Springs. She outlined the assets, challenges, and opportunities within the corridor, including land use, zoning, urban design, infrastructure, and market conditions.

She then presented a framework of potential changes, noting these were conceptual

ideas rather than finalized recommendations. The intent was to gather Council input prior to presenting to the public. Ms. Vargas explained that draft code or comprehensive plan amendments would be prepared later in the year for further review. She also outlined the next steps which included:

- Community Workshop: August 25, 2025, at the Adult Community Center at 6:30 p.m. workshop.
- Council Update: September 24, 2025, staff to provide summary of community feedback.
- October: Drafting of potential code/plan language.
- November–December: Additional community open house and joint meeting with the Planning & Zoning Board and Architectural Review Board.
- Public Hearings and Adoption: Targeted for December 2025 or early 2026.

The City Council expressed general support for the revitalization effort, particularly the inclusion of the Abraham Tract and its connection to regional development activity. Council emphasized balancing community identity with opportunities for economic growth and acknowledged the importance of continued public input in shaping the proposals.

The City Council had no further discussion on the matter and took no further action.

3. Adjourn

There being no further business to be discussed the meeting was adjourned at 9:26 p.m.

Respectfully submitted:

_____
Erika Gonzalez-Santamaria, MMC
Deputy City Clerk

Adopted by the City Council on
This 9th day of September, 2025.

_____
Dr. Walter Fajet, Mayor

PURSUANT TO FLORIDA STATUTES 286.0105, THE CITY HEREBY ADVISES THE PUBLIC THAT IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THIS COUNCIL WITH RESPECT TO ANY MATTER CONSIDERED AT ITS MEETING OR HEARING, HE OR SHE WILL NEED A RECORD OF THE PROCEEDINGS, AND THAT FOR SUCH PURPOSE, THE AFFECTED PERSON MAY NEED TO ENSURE THAT VERBATIM RECORD OF THE PROCEECING IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED THIS NOTICE DOES NOT CONSTITUTE

CONSENT BY THE CITY FOR THE INTRODUCTION OR ADMISSION OF OTHERWISE INADMISSIBLE OR IRRELEVANT EVIDENCE, NOR DOES IT AUTHORIZE CHALLENGES OR APPEALS NOT OTHERWISE ALLOWED BY LAW.

City of Miami Springs, Florida

The Miami Springs **City Council** met in regular session on Monday, August 25, 2025 and during the meeting sat as the **Local Planning Agency.** The meetings were held in the Council Chambers at City Hall, beginning at 6:00 p.m.

1. Call to Order/Roll Call

The following were present:
Mayor Dr. Walter Fajet
Vice Mayor Jorge Santin
Councilman Joseph Dion
Councilman Orlando Lamas
Councilman Fabian Perez-Crespo

Also Present:
City Manager JC Jimenez
Assistant City Manager Tammy Romero
City Clerk Erika Gonzalez-Santamaria
City Attorney Haydee Sera
City Planner Silvia Vargas

2. Public Hearing Item:

A) An Ordinance Of The City Of Miami Springs, Florida, Amending Section 150-070.1, "Miami Springs Gateway Overlay District" Within Article VII, "Business District" Of Chapter 150, "Zoning Code," Of The City's Code Of Ordinances To Amend The List Of Uses Permitted On First Floor Levels Along Road Rights-Of-Way; Providing For Conflicts; Providing For Severability; Providing For Codification; And Providing For An Effective Date.

City Clerk Erika Gonzalez read the item by title for the record. The Mayor opened the public hearing; there were no speakers at this time. City Attorney Haydee Sera updated the Council on the ordinance stating that there have been no changes or updates since the first reading.

Councilman Dion moved to approve the Ordinance as read. Councilman Perez-Crespo seconded the motion, which carried 4-1 on roll call vote. The vote was as follows: Councilman Dion, Councilman Lamas, Councilman Perez-Crespo and Mayor Fajet voting Yes; and Vice Mayor Santin voting No.

3. Adjourn.

There being no further business to be discussed the Local Planning Agency meeting was adjourned at 6:10 p.m.

_____
Dr. Walter Fajet
Mayor

ATTEST:

_____
Erika Gonzalez-Santamaria, MMC
City Clerk

Approved: September 8, 2025

City of Miami Springs, Florida

City Council Meeting
Special Meeting Minutes
Monday, August 25, 2025 at 6:15 p.m.
City Hall, Council Chambers, 201 Westward Drive, Miami Springs, Florida
In-Person/Virtual Council Meeting

1. Call to Order/Roll Call: The meeting was called to order by the Mayor at 6:15 p.m.

Present were the following:
Mayor Walter Fajet, Ed.D.
Vice Mayor Jorge Santin
Councilman Joseph Dion
Councilman Fabian Perez-Crespo
Councilman Orlando Lamas

City Manager JC Jimenez
City Clerk Erika Gonzalez, MMC
City Attorney Haydee Sera
City Attorney Ed Martos
Assistant City Manager Tammy Romero
Public Works Director Juan Pena

2. Invocation: Offered by Councilman Orlando Lamas

3. Pledge of Allegiance: The audience led in the pledge.

4. Open Forum: The following members of the public addressed the City Council: Yaqueline Lora, 998 N. Royal Poinciana Boulevard.

5. Public Hearings:

A) **Ordinance - Second Reading** - An Ordinance Of The City Of Miami Springs, Florida, Amending Section 150-070.1, "Miami Springs Gateway Overlay District" Within Article VII, "Business District" Of Chapter 150, "Zoning Code," Of The City's Code Of Ordinances To Amend The List Of Uses Permitted On First Floor Levels Along Road Rights-Of-Way; Providing For Conflicts; Providing For Severability; Providing For Codification; And Providing For An Effective Date

City Clerk Erika Gonzalez read the Ordinance by title. The Mayor opened the public hearing and there were no speakers at this time.

Councilman Dion moved to approve the Ordinance on second reading. Councilman Perez-

Crespo seconded the motion, which carried 4-1 on roll call vote. The vote was as follows: Councilman Dion, Councilman Lamas, Councilman Perez-Crespo and Mayor Fajet voting Yes; Vice Mayor Santin voting No.

6. Adjourn

There being no further business to be discussed the meeting was adjourned at 6:28 p.m.

Respectfully submitted:

_____
Erika Gonzalez-Gonzalez, MMC
City Clerk

Adopted by the City Council on
This 8th day of September, 2025.

_____
Dr. Walter Fajet, Mayor

PURSUANT TO FLORIDA STATUTES 286.0105, THE CITY HEREBY ADVISES THE PUBLIC THAT IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THIS COUNCIL WITH RESPECT TO ANY MATTER CONSIDERED AT ITS MEETING OR HEARING, HE OR SHE WILL NEED A RECORD OF THE PROCEEDINGS, AND THAT FOR SUCH PURPOSE, THE AFFECTED PERSON MAY NEED TO ENSURE THAT VERBATIM RECORD OF THE PROCEECING IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED THIS NOTICE DOES NOT CONSTITUTE CONSENT BY THE CITY FOR THE INTRODUCTION OR ADMISSION OF OTHERWISE INADMISSIBLE OR IRRELEVANT EVIDENCE, NOR DOES IT AUTHORIZE CHALLENGES OR APPEALS NOT OTHERWISE ALLOWED BY LAW.

RESOLUTION NO. 2025-_____

A RESOLUTION OF THE MAYOR AND THE CITY COUNCIL OF THE CITY OF MIAMI SPRINGS, FLORIDA, ADOPTING THE PROPOSED MILLAGE RATE FOR FISCAL YEAR 2025-2026 IN THE AMOUNT OF 6.8100 MILLS, WHICH IS 7.21% HIGHER THAN THE ROLL-BACK RATE OF 6.3521 MILLS, TO BALANCE THE GENERAL FUND FOR FISCAL YEAR 2025-2026; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on July 24, 2025, the City of Miami Springs ("City") Council adopted Resolution No. 2025-4302 determining the proposed millage rate for the fiscal year commencing October 1, 2025, and further scheduled public hearings on the millage rate as required by Section 200.065, *Florida Statutes*, the first hearing to be held on Monday, September 8, 2025, at 7:00 P.M. and the second to be held on Monday, September 22, 2025, at 7:00 P.M.; and

WHEREAS, on September 8, 2025, the City Council held its first public hearing to consider any adjustment of its proposed millage rate, adopt a proposed millage rate, and adopt a tentative budget for Fiscal Year 2025-2026 ("FY 2025-2026"), in accordance with Section 200.065(2)(c), *Florida Statutes*, and provide the general public a reasonable opportunity to speak and ask questions prior to the adoption of any measures by the City Council; and

WHEREAS, on September 22, 2025, the City Council will hold a public hearing to consider any adjustment of its proposed millage rate, adopt a final millage rate, confirm its rolled-back rate, and adopt a final operating budget for FY 2025-2026, in accordance with Section 200.065(2)(d), *Florida Statutes*; and

WHEREAS, the City Council has considered the general public's comments regarding the proposed millage rate and has complied with the notice requirements of Florida law, and wishes to adopt the City's proposed millage rate to balance the tentative budget for FY 2025-2026.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF MIAMI SPRINGS, FLORIDA, AS FOLLOWS:

Section 1. **Recitals.** That the above recitals are confirmed, adopted, and incorporated herein and made a part hereof by reference.

Section 2. **Proposed Millage Rate and Announcing Rolled-Back Rate.** The City establishes a proposed millage rate of 6.8100 mills per $1,000.00 of assessed property value within the City, which is 7.21% higher than the rolled-back rate of 6.3521 mills per $1,000.00 of assessed property value.

Section 3. **Effective Date.** That this Resolution shall be effective immediately upon adoption.

The foregoing Resolution was offered by _____ who moved its adoption. The motion was seconded by _____ and upon being put to a vote, the vote was as follows:

Vice Mayor Jorge Santin	_____
Councilman Joseph Dion	_____
Councilman Orlando Lamas	_____
Councilman Fabian Perez-Crespo	_____
Mayor Dr. Walter Fajet	_____

PASSED AND ADOPTED this 8th day of September, 2025.

_____
DR. WALTER FAJET
MAYOR

ATTEST:

_____
ERIKA GONZALEZ, MMC
CITY CLERK

APPROVED AS TO FORM AND LEGAL SUFFICIENCY
FOR THE USE AND RELIANCE OF THE CITY OF MIAMI SPRINGS ONLY:

_____
WEISS SEROTA HELFMAN COLE & BIERMAN, P.L.
CITY ATTORNEY

RESOLUTION NO. 2025-_____

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF MIAMI SPRINGS, FLORIDA, ADOPTING A TENTATIVE BUDGET FOR THE FISCAL YEAR COMMENCING OCTOBER 1, 2025, AND ENDING SEPTEMBER 30, 2026; CONFIRMING DATE OF SECOND PUBLIC HEARING; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, pursuant to Section 200.065, Florida Statutes, the Miami-Dade County Property Appraiser ("Property Appraiser") has certified the taxable value within the City of Miami Springs (the "City") for Fiscal Year 2025-2026, which includes all real property within the City; and

WHEREAS, on July 24, 2025, the City Council adopted Resolution No. 2025-4302 determining the proposed millage rate for the fiscal year commencing October 1, 2025, and further scheduled public hearings on the millage rate as required by Section 200.065, Florida Statutes, the first hearing to be held on Monday, September 8, 2025, at 7:00 P.M. and the second to be held on Monday, September 22, 2025, at 7:00 P.M.; and

WHEREAS, the City Manager has submitted to the City Council a budget for Fiscal Year 2025-2026 showing estimates of revenues and expenditures, together with the character and object of expenditures and an estimate of all municipal projects pending or to be undertaken; and

WHEREAS, the City Council and the City Manager have reviewed the City's proposed Fiscal Year 2025-2026 Budget, considered an estimate of the necessary expenditures contemplated for in the Budget, and determined the proposed millage rate levy of 6.8100 mills to provide the necessary funds for such expenditures.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF MIAMI SPRINGS, FLORIDA, AS FOLLOWS:

Section 1. **Recitals Adopted.** That the above-stated recitals are hereby adopted and confirmed.

Section 2. **Adopting Tentative Budget.** The City's Tentative Budget for the fiscal year commencing October 1, 2025, and ending September 30, 2026, is hereby approved and adopted as set in Exhibit "A," attached hereto and incorporated herein.

Section 3. **Confirming Date of Second Public Hearing.** The City confirms that it will hold a public hearing to finally adopt the millage rate and budget for fiscal year 2025-2026 on Monday, September 22, 2025, at 7:00 P.M.

Section 4. **Effective Date.** That this Resolution shall become effective immediately upon adoption.

The foregoing Resolution was offered by _____ who moved its adoption. The motion was seconded by _____ and upon being put to a vote, the vote was as follows:

Vice Mayor Jorge Santin	_____
Councilman Joseph Dion	_____
Councilman Orlando Lamas	_____
Councilman Fabian Perez-Crespo	_____
Mayor Dr. Walter Fajet	_____

PASSED AND ADOPTED this 8th day of September, 2025.

_____
DR. WALTER FAJET
MAYOR

ATTEST:

_____
ERIKA GONZALEZ, MMC
CITY CLERK

APPROVED AS TO FORM AND LEGAL SUFFICIENCY
FOR THE USE AND RELIANCE OF THE CITY OF MIAMI SPRINGS ONLY:

_____
WEISS SEROTA HELFMAN COLE & BIERMAN, P.L.
CITY ATTORNEY

EXHIBIT A

TENTATIVE BUDGET

FISCAL YEAR 2025-26

Funds	Revenues & Reserves	Expense Appropriations & Reserves
General Fund	$24,418,788	$24,418,788
Special Revenue Funds	$3,828,645	$3,828,645
Enterprise Funds	$3,719,818	$3,791,818
Debt Service Fund	$1,549,196	$1,549,196
TOTALS	$33,588,447	$33,588,447

City of Miami Springs

Tentative Operating and Capital Budget

Fiscal Year 2025/26

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INTRODUCTORY SECTION

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

City of Miami Springs
Florida

For the Fiscal Year Beginning

October 01, 2024

Christopher P. Morrill

Executive Director

LETTER OF TRANSMITTAL

City of Miami Springs

Office of the City Manager

September 30, 2025

To the Honorable Mayor, City Council, and Citizens of Miami Springs, Florida:

As authorized and directed by Florida Statute Section 200.165 Florida Statues and Article IX, Section 9.01(2)(a)(e) of City Charter, the City Administration respectfully presents the adopted budget for the fiscal year ending September 30, 2026. The budget was prepared through the collaborative efforts of the City Administration and the City Council. The City Council, through extensive preparation and a workshop, was able to provide a budget that maintains our current levels of service. These achievements are a tribute to the spirit of cooperation and professionalism that exists between the City Administration and City Council.

We successfully addressed the economic realities facing the City of Miami Springs during the Fiscal Year 2025-26 budget process. We have concentrated our efforts on maintaining the exceptional quality of life the citizens have all grown to expect and appreciate. We will strive to accomplish this goal in a manner that will not jeopardize our ability to respond to local and regional economic changes or compromise the financial future of the City. It is within this framework that this budget was developed.

The July 1st property value assessment was 1,887,248,316 or approximately $141.1 million or 8.1% higher than the prior year's assessment of $1,746,158,731. This represents approximately $830,000 in net additional Ad Valorem revenues for next year at the adopted millage rate of 6.8100.

The following are some key factors in the adopted budget for FY 2025-26:

- The adopted budget lowers the millage to 6.8100 mills and creates a balanced budget.

- For FY 25-26 we have total capital expenditures of $970,172, which includes the following: Parks and Recreation has $95,000 for a pool heater, $18,000 to replace the pool grates, $115,000 for painting the Aquatic Center, $20,000 for the turf playground at Peavy Dove, $65,000 for tennis court resurfacing and screens, $30,000 for a court divider netting, Police has $140,000 for vehicles, $8,500 for a K9, and $39,960 for tasers, Public Works has $130,000 to replace five air conditioner units for the Recreation Center, Golf has $35,000 for sod, $35,000 for hedges, $80,000 for the cart path, and a CIP Reserve of $101,747 for unanticipated projects the City may encounter.

- The minimum wage in Florida will increase from $13.00 to $14.00 per hour on Oct 1, 2025. This resulted in an increase in salary costs for all part time employees in Golf, Parks and Recreation, and Senior Services.

- The FY 25-26 budget includes a 3% COLA for all General Employees. The total General Fund cost is approximately $157,000.

- The FY 25-26 budget includes a 4% COLA for all sworn officers. The total General Fund cost is approximately $142,000.

- Budget includes $81,000 for the City's lobbyists, and $36,000 for grant writer services.

- This year we are continuing the tuition reimbursement program for all general employees at $17,500.

- The Public Works budget includes $50,000 for Citywide tree planting and $100,000 for tree trimming.

There are various major challenges facing the City in the upcoming fiscal year:

- Developing our commercial Business District
- Replacement and repairs of aging infrastructure
- Expiring collective bargaining agreements with Police
- Recruitment and retention of new police officers
- Review and update fees for sanitation services
- Controlling cost increases

A significant amount of our effort during the budget process has been devoted to addressing the challenges outlined above.

Long Range Economic Planning

The City of Miami Springs is located in Southeast Florida, Miami-Dade County, immediately north and bordering the Miami International Airport. The City, primarily residential in nature, comprises approximately 3.5 square miles with approximately 14,000 full-time residents. The southern-most area of the City, located along the 36th Street business corridor, is commercial in nature with hotels, restaurants, and office and industrial complexes. These facilities primarily service the airport and support industries related to the airport and its employees.

The City Council and Administration recognize the importance of increasing its commercial/industrial tax base, which is approximately only 20% of total taxable values, for the City's future economic health and to reduce the tax burden on the residents. To this end, the City has embarked on a re-visioning and rezoning process for 36th Street and the Abraham Tract with the hope of spurring the re-development of those ares.

Millage Rate and Funding

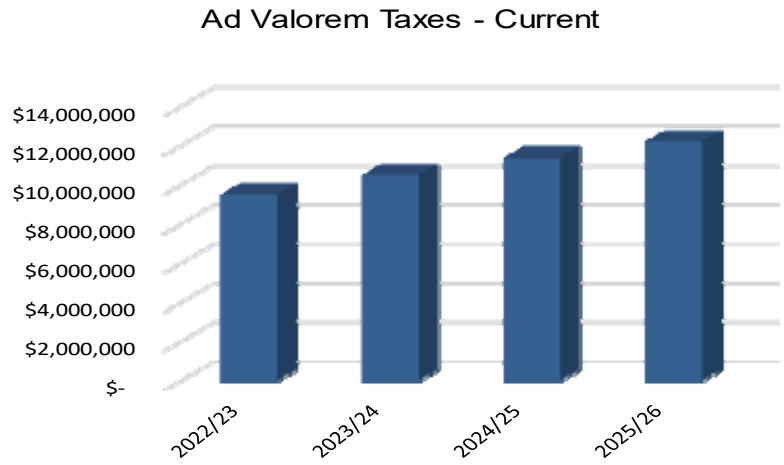
The Miami-Dade County Property Appraiser has certified to the City that the current year gross taxable value of all real and personal property in the City is $1,887,248,316 (subject to appeals), 8.1% higher than last year's Gross Taxable Value of $1,746,158,731. It is against this figure that taxing authorities levy their millage, which results in the total tax bill for each property owner. The City's portion of the total property tax bill accounts for approximately 31% of the resident's total tax bill. The Fiscal Year 2024-25 Millage Rate was 6.8600. The City Council voted to lower the millage rate at 6.8100 to fund the fiscal year 2025-26 budget. This rate will generate approximately $12,209,553 in Ad Valorem taxes for the General Fund or approximately 50% of total General Fund revenues. In accordance with the provisions of Florida Law, the City is limited to budgeting only 95% of the total Ad Valorem tax levy. This taxation limitation considers discounts for early tax payments as well as potential reductions from appeals by property owners.

The following example illustrates the estimated Ad Valorem Tax paid by a property owner under the adopted rate for FY 2025-26 of 6.8100 mills.

Assessed Property Values	**$150,000**	**$200,000**	**$275,000**	**$325,000**
LESS: Homestead Exemption	**-50,000**	**-50,000**	**-50,000**	**-50,000**
Taxable Value	**$100,000**	**$150,000**	**$225,000**	**$275,000**
CITY TAX BILL FOR FY 2025-26	**$711.65**	**$1,062.36**	**$1,588.43**	**$1,939.1516**
CITY TAX BILL FOR FY 2024-25	**$716.87**	**$1,070.16**	**$1,600.10**	**$1,953.39**
TOTAL INCREASE (DECREASE*)	**$ (5.22)**	**$ (7.80)**	**$ (11.67)**	**$ (14.24)**

* Since assessed values increased due to the 3% increase in assessed values under Florida's Save Our Home Statute, lowering the millage to 6.8100 for FY 2025-26 this will result in a small decrease in tax bills.

The following chart provides a historical comparison of the amount of property taxes collected by the City since FY 2023.



Proposed Budgets for Various Major Funds

The FY 2025-26 budget for all funds totals ***$33,588,447*** representing **a decrease of 0.4%** from the FY 2024-25 amended budget of ***$33,713,487***.

Funds	**Revenues/Sources**	**Expenditures/Uses**
General Fund	$24,418,788	$24,418,788
Special Revenue Funds	3,828,645	3,828,645
Enterprise Funds	3,791,818	3,791,818
Debt Service Fund	1,549,196	1,549,196
Total All Funds	**$33,588,447**	**$33,588,447**

Below are the various funds comprising the City's budget, delineating the anticipated revenue and expenditure levels:

- ***General Fund***

The General Fund budget increased by $527,853 from the final amended budget of $23,890,935 in FY 2024-25 to $24,418,788 for FY 2025-26. This increase was mainly due to including a COLA of 3% for General employees and 4% for all sworn officers for FY 2025-26.

- ***Road and Transportation Fund***

In FY 2025-26, the Transportation fund budget is $970,187. This fund is used to account for the CITT funds received from the half-cent Peoples Transportation Tax monies distributed by Miami-Dade County. This fund provides funding for the City shuttle bus, road and sidewalk repairs, and streetlight repairs.

- ***Golf Course Division***

The FY 2025-26 budget for Golf Course operations will not require a General Fund contribution this year. Golf revenues are budgeted at $3,171,600 and expenditures of $2,955,895 for a surplus of $215,705. The golf operation budget is accounted for as a separate division within the General Fund's recreation budget. Functionally, however, it is a separate department.

- ***Senior Services Fund***

The FY 2025-26 budget for the Senior Services operation allocates a General Fund contribution of $340,257.

- ***Sanitation Fund***

In FY 2025-26 the operation is projected to operate at balanced budget with increased revenues. The billing change instituted in FY 2011, whereby we included the waste bill in the resident's property tax bill, has improved collections significantly thus providing cash flows on a timely basis, while reducing the bad debt allowance and write-offs from prior years.

- ***Revenue Highlights***

The largest source of revenue is "Ad Valorem" taxes, which accounts for 50% of total General Fund budgeted revenues, and is budgeted at $12,203,553. This is higher than the prior year since this year assessed values for properties increased from the prior year.

Referring to the chart on page 3, one can easily see that the local economy has continued to show improvements. Total tax revenues were $9,505,410 in FY 2022-23 and are estimated to be $12,209,553 in FY 2025-26.

The second largest source of revenue is "Charges for Services", representing 16% oftotal budgeted revenues, is budgeted at $3,895,150, compared to $3,567,400 last year. The difference is due to increased golf course fees and passport services in FY 25-26.

- ***Expenditure Highlights***

Public safety is an important component of local government services. In order to provide first-rate police services, 37% of the General Fund budgeted expenditures is for public safety (excluding code compliance). The FY 2025-26 Police budget reflects a 3.2% increase from the FY 2024-25 budget; this is due to increased personnel costs and decreased operating costs. Total budgeted salaries (including fringe benefits for all City employees) for FY 2025-26 are approximately $17,057,409 or 50.8% of total budgeted expenditures for all funds. Included in the amount is the 3% COLA for all General Employees, a 4% COLA for all sworn officers, and an increase in minimum wage to $14 per hour.

- ***Fund Balance***

The City will not be using any unassigned General Fund balance to balance the budget.

Accomplishments

During the past fiscal year, the City Council and City Administration have worked diligently and successfully to provide for the types of services and facilities citizens expect in Miami Springs. The City has maintained its services during the past fiscal year. Public safety, infrastructure, recreation and social services are all areas that have continued to be positively cultivated for the betterment of the City.

- Opened the Passport Acceptance Facility
- Negotiated a new lease agreement with the property owner of 274 Westward Drive where the passport office and detective bureau will be located.
- Completed the remodeling of the new Passport Acceptance Facility and Detective Bureau at 274 Westward Drive
- Continued to modernize the Police Department fleet with the purchase 7 new vehicles utilizing ARPA Funds
- Received an appropriation from the State of Florida in the amount of $750,000 for funding of senior meals at the Senior Center
- Continued to modernize the Public Works fleet with he purchase of 2 new crane trucks and 1 additional solid waste truck utilizing ARPA Funds
- Completed construction of the Oakwood and East Drive Stormwater Project which was funded with $4,000,000 in grant funds
- Completed construction of Hook Square Pump House Replacement Project which was a State funded grant with Florida Department of Environmental Protection (FDEP) in the amount of $750,000
- Completed construction of the Veteran's Memorial Rehabilitation Project which was partially funded by a $150,000 State Grant
- Completed design and permitting and started the procurement for the South Drive Roadway Improvements Project which is being funded by a $2,000,000 appropriation from the State of Florida
- In an effort to enhance pedestrian safety at our schools, we installed Speed Detection Cameras in our School Zones throughout the City
- Successfully negotiated the city's first development agreement with the developer of 30 Canal Street which brings the city over $800,000 in funding for parking improvements and a $25,000 donation for the Glenn Curtiss Memorial
- Installed a new artificial turf area at the driving range to allow for proper maintenance of the grass areas
- Completed construction of the new short game practice facility at the golf course

- Completed improvements to the ballroom at the country club that included installation of new window and doors, mold remediation and replacement of the wall damaged by water intrusion.

- Negotiated and executed a new agreement with Curtiss Mansion, Inc. (CMI) for the management and maintenance of the city owned Curtiss Mansion.

- Worked closely with CMI for the installation of new perimeter fencing and a new decorative monument sign at the entrance to the facility

- Applied for $500,000 Community Project Funding request through Congressman Diaz Balart's office for new Police Vehicles. This request has been approved at the Committee Level and is still on target for final approval on the House Floor

- Successfully negotiated at two year collective bargaining agreement with FOP and the Lieutenants

- Continued offering our residents food distribution events in conjunction with Farm Share and Rep. Bryan Avila

- Worked with Miami Dade County to install curb cuts at the circle which allows the county's stage to enter the circle for various events throughout the year.

- Established a positive working relationship with our new County Commissioner Natalie Orbis

Conclusion

The process of budget preparation for the upcoming fiscal year has been extremely challenging, yet rewarding. This budget should ensure the continued economic and social success of this City. Through an overall review of all departmental operations, the City has been able to control costs without reducing critical services to our residents. We are extremely proud of the fact that this budget proposal maintains our current level of services for our residents, while decreasing our millage rate to 6.8100. Our continued goal is to provide our residents with the best level of service they deserve and expect for their tax dollars.

We wish to acknowledge our appreciation to all department heads for their cooperation during this process. We would be remiss if we did not make special note of the efforts of our Finance Department staff for all of their work in preparing this budget. More importantly, we wish to thank the City Council for its continued support and diligence during this budget process.

Respectfully Submitted,

Juan Carlos Jimenez, ICMA-CM
City Manager

Christopher Chiocca, CPA
Finance Director

INTRODUCTION TO BUDGET PROCESS

CITY OF MIAMI SPRINGS
INTRODUCTION TO THE BUDGET PROCESS
FISCAL YEAR 2025-26

Budget Process:

1) During June, departmental access to the proposed budget module is enabled to initiate the capture of data for the ensuing fiscal period. The budget module provides the following tools that facilitate the preparation and completion of the budget process:

    a. Defined object codes required by the State Uniform Accounting System.
    b. An alphabetical listing of object codes for expenditure accounts.
    c. A current personnel roster for each department.
    d. Computer generated budget worksheets showing actual expenditures for the prior and current years; the current working budget; and a personnel cost projection.
    e. Various computer-generated worksheets showing departmental allocations of certain general costs (e.g.: insurance, telephone, internet, employee benefits, etc.)

2) Each individual department prepares a proposed budget comprised of the following:

    a. Mission/Goals
    b. Objectives
    c. Functions and major activities
    d. Budget highlights
    e. Budget projections by line item
    f. Staffing levels
    g. Supporting schedules
    h. Organizational chart
    i. Performance measures

3) This information is reviewed by the Finance department for accuracy and proper form. A budget package is then prepared for meetings with the City Manager.

4) During the month of July, the City Manager, Department Directors, and the Finance Director, review the proposed budget and make necessary revisions.

5) During the month of August, the City Manager submits to the City Council a budget estimate of the expenditures and revenues of all City departments and divisions for the fiscal year commencing October 1st.

6) Two public hearings are conducted in the City Council chambers, to inform the taxpayers and receive their comments. The adopted budget is integrated into the accounting software system effective October 1st. It establishes the legal authority to incur expenditures up to the appropriated amount for each line item.

7) The City Code requires a majority affirmative vote of the City Council to adopt the budget, which prior to October 1st, is legally enacted through passage of an ordinance.

CITY OF MIAMI SPRINGS
INTRODUCTION TO THE BUDGET PROCESS
FISCAL YEAR 2025-26

Budget Process (continued):

8) The adopted budget may be amended as follows:

   a. The City Council approves budget amendments/adjustments that transfer monies from fund to fund, within departments, or interdepartmentally.

   b. The City Council may approve supplemental appropriations of revenues and expenditures. If this is done, adoption of an amended budget ordinance is required.

Other Budget Information:

1) Section 9.04 of the City Charter stipulates that the legal level of control is at the departmental level.

2) The following funds have annual appropriated budgets:
   Governmental Funds:

   a. General Fund
   b. Debt Service Fund
   c. Special Revenue Funds which consist of the following:
      i. Law Enforcement Trust Fund
      ii. Road and Transportation Fund
      iii. Senior Services Fund
      iv. Building Fund

   Proprietary Funds:

   a. Sanitation Fund
   b. Stormwater fund

   There was a Special Revenue Fund that was not appropriated in the current year's budget; the Hurricane Fund. Additionally, the Capital Projects Fund was not appropriated for FY 2025-26.

3) There are four basic differences between the budgetary basis of accounting and the basis of accounting that follows Generally Accepted Accounting Principles (GAAP) for state and local governments:

Other Budget Information (continued):

a. **Basis of accounting**: "Cash plus encumbrances" (accrual) and "modified accrual" are two different ways to define revenues and expenditures.

b. **Timing**: The budget period may differ from the accounting reporting period (i.e.: lapse periods for encumbrances).

c. **Perspective**: The budget and accounting reports may have different fund reporting structures (i.e.: a budget may account for debt service in the general fund, while GAAP principles require debt service to be recorded in a separate fund); and

d. **Entity:** The Annual Comprehensive Financial Report may not include the same entities and funds as the budget document.

The budgets of the *governmental funds* (for example, the General Fund, and the Road and Transportation Fund) are prepared on the modified accrual basis of accounting. This means revenues must be both measurable and available to liquidate liabilities of the current period. Likewise, expenditures generally are recognized when an event or transaction is expected to draw upon current spendable resources. For example, debt service payments are budgeted in the year that they are paid, as opposed to the period to which the interest costs relate. Similarly, capital outlays are budgeted when expenditures are expected to occur.

Budgets for the *proprietary funds* are adopted on the accrual basis of accounting with the exception that capital outlays and principal payments on debt are budgeted as expenditures. The accrual basis means transactions and events are recognized as revenues/gains or expenditures/losses when they occur, regardless of the timing of the related cash flows.

The Annual Comprehensive Financial Report (ACFR) shows the status of the City's finances on the basis of GAAP. In most cases this conforms to the way the City prepares its budget. During June 1999, the Government Accounting Standards Board (GASB) issued Statement No. 34. This statement established new accounting and financial reporting standards for state and local governments. The City implemented the new financial reporting requirements of GASB 34. From a budgetary perspective, the statement requires a budget to actual comparison, showing both the original adopted budget and the final working budget.

Another Budget Information (continued):

4) The budget is monitored on a monthly basis to track variances between actual and budgeted amounts. Significant variances are investigated and compared to prior year. Changes are made to cover unacceptable variances. In addition, budget staff review personnel requisitions and monitor Council agendas for any financial impact.

   For budgetary purposes, significant capital encumbrances outstanding at year-end are re-appropriated in the subsequent year's revised budget, rather than shown in the adopted budget. Insignificant encumbrances outstanding at year-end are deemed to have lapsed and the related expenditures are charged to the subsequent year's budget when incurred. Accounting for encumbrances, provides a means of controlling and monitoring the budgetary process. Approved capital projects and equipment purchases outstanding at the close of the current fiscal year are submitted to the Council as a subsequent year's revision. Encumbrances do not constitute expenditures or liabilities in the current year, but instead are defined as commitments related to unperformed contracts for goods or services, which are only reported in governmental funds.

5) The hierarchy for reporting and budgetary control is as follows:

   a) Fund
   b) Function
   c) Division
   d) Project
   e) Object Code

Capital Budget Process

The City Manager and the various department directors submit plans, which are incorporated as part of the five-year capital improvement Program (see 5-Year Capital Improvement section). The source of funding is identified five years before the actual expenditures are made. The department directors are responsible for preparing the annual budget to operate any new facilities. Capital expenditures are an integral part of the annual budget, and follow the same approval process as the operating budget.

Fund Structure

The accounts of the City are organized and operated on the basis of funds: A fund is an independent fiscal and accounting entity with a self-balancing set of accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The minimum number of funds is maintained consistent with legal and managerial requirements.

CITY OF MIAMI SPRINGS
INTRODUCTION TO THE BUDGET PROCESS
FISCAL YEAR 2025-26

Other Budget Information (continued):

The City of Miami Springs has the following fund types:

Governmental funds are used to account for the City's general government activities. Governmental fund types use the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modifies accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e.: when they are "measurable and available") "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to pay liabilities of the current period. The government considers all revenues available if they are collected within 60 days after year-end.

Expenditures are recorded when the related fund liability is incurred, except unmatured interest on general long-term debt which is recognized when due, and certain compensated absences and claims and judgments which are recognized when the obligations are expected to be liquidated with expendable, available financial resources.

Property taxes, franchise and communications taxes, licenses and interest associated with the current fiscal period are all considered to be susceptible to accrual, and are recognized as revenues. Only the portion of special assessments receivable, due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period. All other revenue items are considered to be measurable and available only when cash is received.

Entitlements and shared revenues are recorded at the time of receipt or earlier if the accrual criterion is met. Expenditure driven grants are recognized as revenue when the qualifying expenditures have been incurred and all other grant requirements have been met.

Governmental funds include the following fund types:

The *general fund* is the City's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

The *special revenue funds* account for revenue sources that are legally restricted to expenditure for specific purposes (not including expendable trusts or major capital projects).

The *debt service fund* accounts for servicing of general long-term debt not being financed by proprietary or nonexpendable trust funds.

Other Budget Information (continued):

Proprietary funds are accounted for on the flow of economic resources measurement focus and use the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred. The City applies all applicable GASB pronouncements as well as the following pronouncements issued on or before November 30, 1989, unless those pronouncements conflict with or contradict GASB pronouncements. Financial Accounting Standards Board (FASB) statements and interpretations, Accounting Principles Board (APB) opinions and Accounting Research Bulletins (ARB's).

Proprietary funds include the following fund types:

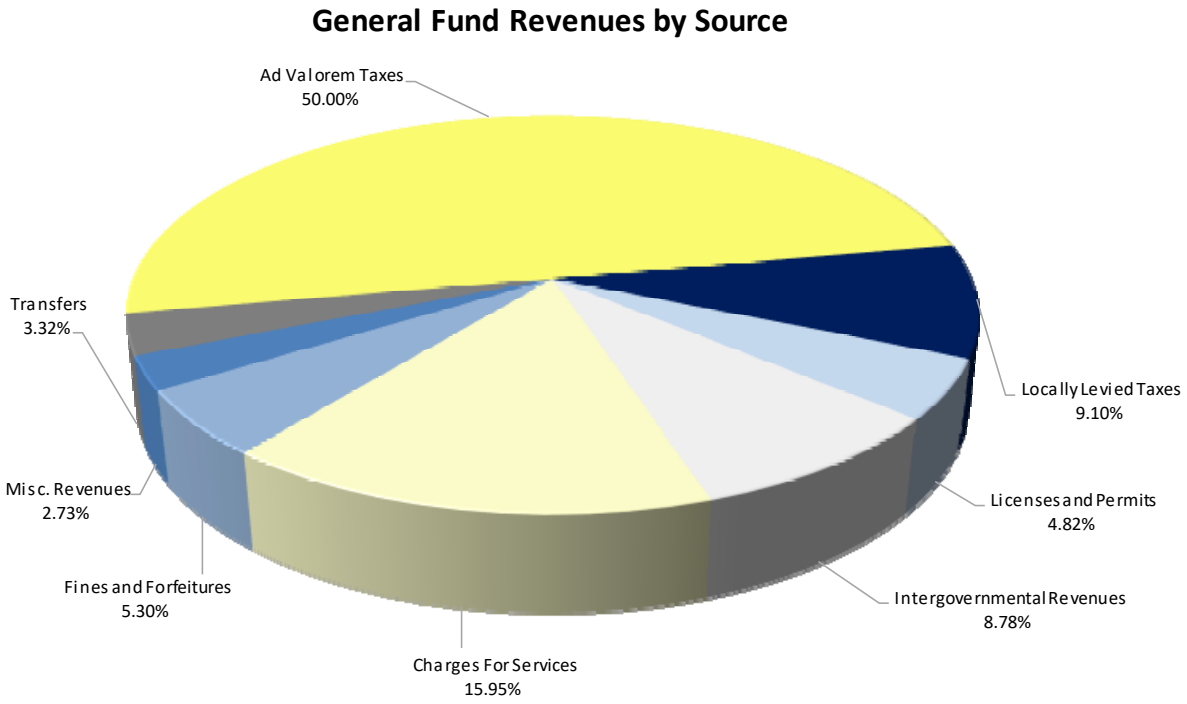
> *Enterprise funds* are used to account for those operations that are financed and operated in a manner similar to private business or where the Council has decided that the determination of revenues earned, costs incurred and/or net income is necessary for management accountability.

Funds Excluded from Adopted Budget

There was a Special Revenue Fund that was not appropriated in the current year's budget; the Hurricane Fund. Additionally, the Capital Projects Fund was not appropriated for FY 2025-26. These funds, however, are included as part of the City's audited financial statements.

BASIS OF REVENUE AND EXPENDITURE ESTIMATES

Estimation of revenues and expenditures are predicated on the considerations presented below. In addition, tables and charts highlighting the major revenue and expenditure components have been provided. Due to rounding, the percentages related to the components of some charts and graphs may not add up to 100.0%.



Revenues: The revenues depicted in the chart above, represent the top revenue categories of the General Fund, all other revenues are grouped together as “Other”. The four most significant revenue sources are, Ad Valorem revenues, which provide (50.00%) or approximately $12.2 million, levied taxes which represent 9.10% or $2.2 million, charges for services represents 15.95% or $3.9 million, and intergovernmental revenues which represent 8.78% or $2.1 million of the General Fund’s revenues.

Basis of Revenue Estimates

The City has several sources of revenue that support the services that are provided to residents. Descriptions of the major revenue sources from both governmental and proprietary funds are provided along with the pertinent forecast methodology.

Although some revenue sources are impacted by unique independent variables, there is one primary variable (Consumer Price Index [CPI]) that influences most of the City’s revenue sources. Population growth is not a factor since the City’s population has remained stable for the past ten years.

CITY OF MIAMI SPRINGS
INTRODUCTION TO THE BUDGET PROCESS
FISCAL YEAR 2025-26

Trend analysis is the only quantitative technique currently used for forecasting revenues. The trend analysis employed, described below, determines the growth pattern of a particular revenue source based on the most recent 24 months of actual receipts:

Rate of Change: The rate of change is determined by the relationship of the most recent 12 months [1-12] to the previous 12 months [13-24]. This is the first [Step #1].

Current Year Forecast: The balance of the current year is projected by applying the rate of change developed above to the unmatched months of the prior year [Step #2]. The result is added to the current year-to-date receipts to yield the forecast for the current year [Step #3].

Budget Year Forecast: The current year forecast is multiplied by the rate of change to project the budget year revenue [Step #4]. The inherent assumption is that the rate of change in the revenue will be sustained. In an attempt to include economic factors, the result is adjusted by the change in CPI. All references to the historical trend in the following pages are based on this methodology. ***The CPI used for the FY 2025-26 projection is 3.1%.***

Step # 1-Calculation of rate of change:

Most recent 12 months = Months 1 through 12 = 1 + Rate of Change
Prior 12 months Months 13 through 24

Step # 2- Calculation of remaining months of current year:

{Unmatched months in prior year} X {rate of change} = Balance of Current Year Projection

Step # 3- Calculation of current year projection:

{Current YTD receipts} + {Rest of current year projection} = Current year projection

Step #4- Calculation of new budget year projection:

{Current Year Projection} X {Rate of change} X CPI = New Year Projection

CITY OF MIAMI SPRINGS
INTRODUCTION TO THE BUDGET PROCESS
FISCAL YEAR 2025-26

Major Revenue Sources: Governmental and Proprietary Funds

Ad Valorem Taxes

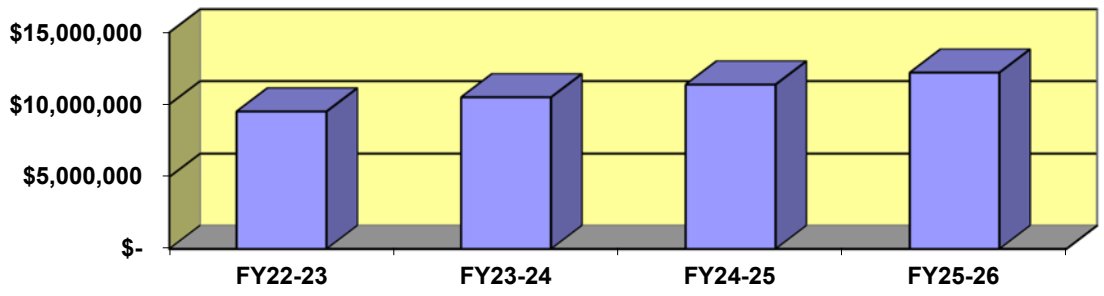
Description

A tax on property paid by owners of real and personal property within the City limits. The tax is based on an assessment by the Miami-Dade County Property Appraiser of the market value of property and improvements. This revenue source is found in the General Fund.

Forecast Methodology

The millage of 6.8100 multiplied by the taxable value, less 5% for possible adjustments to assessed values and/or discounts taken for early payment.

Fiscal Year	Millage Rate	Ad Valorem	% Change
25-26 (Est)	6.8100	$12,209,553	7.29%
24-25	6.8600	$11,379,716	8.42%
23-24	6.9100	$10,496,039	10.42%
22-23	6.9100	$9,505,410	3.20%



Major Revenue Sources: Governmental and Proprietary Funds

Sanitation Charges

Description

Charges paid by residents for garbage and trash pick-up services. Sanitation charges are billed monthly on a flat rate basis; residents pay a flat fee for garbage and another flat fee for trash services. Bulk trash pick-up services are billed separately based on volume of trash picked up. Commercial businesses are picked up by independent contractors who pay the City a franchise fee. These revenues are accounted for in the Sanitation Fund (Proprietary Fund).

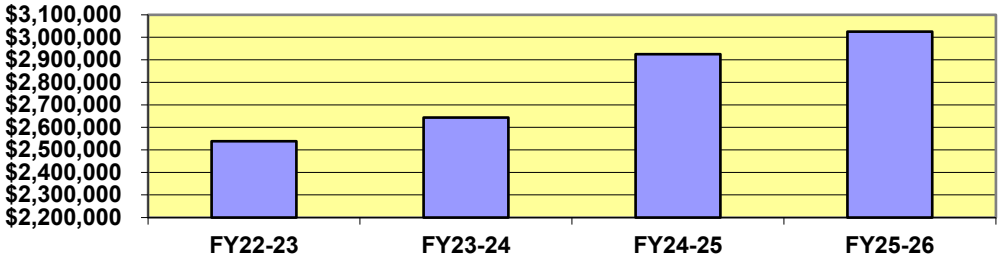
Forecast Methodology

The main factors considered in projecting this revenue are historical trend, and projected CPI increase. However, in FY 2011 the billing was placed on the annual property tax bill which provides for 4% discount when paid on a timely basis.

Please refer to the "Basis of Revenue Estimates" section above for the projected CPI.

Fiscal Year	Charges	% Change
25-26 (Est)	$3,025,000	3.42%
24-25	$2,925,000	10.64%
23-24	$2,643,761	4.17%
22-23	$2,538,025	3.50%

Sanitation Revenues



Major Revenue Sources: Governmental and Proprietary Funds

Stormwater Charges

Description

Charges paid by residents and businesses for stormwater mitigation. Stormwater charges are billed monthly on a flat rate basis. These revenues are accounted for in the Stormwater Fund (Proprietary Fund).

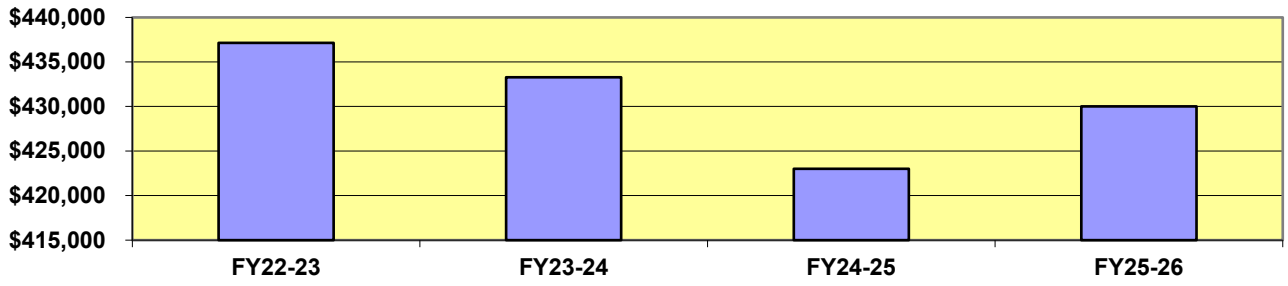
Forecast Methodology

The main factors considered in projecting this revenue are historical trend, estimated new connections, and estimated new rates based on the 12 month change in the CPI. However, during FY 17-18 stormwater fees were increased based on a rate study performed.

Please refer to the "Basis of Revenue Estimates" section above for the projected CPI.

Fiscal Year	Charges	% Change
25-26 (Est)	$430,000	1.65%
24-25	$423,000	-2.37%
23-24	$433,281	-.0.09%
22-23	$437,145	2.98%

Stormwater Revenues



CITY OF MIAMI SPRINGS
INTRODUCTION TO THE BUDGET PROCESS
FISCAL YEAR 2025-26

Major Revenue Sources: Governmental and Proprietary Funds

Franchise Fees

Description

Franchise fees are established by the franchise agreement between the City and service providers of electricity, gas, towing, resource recovery and recycling.

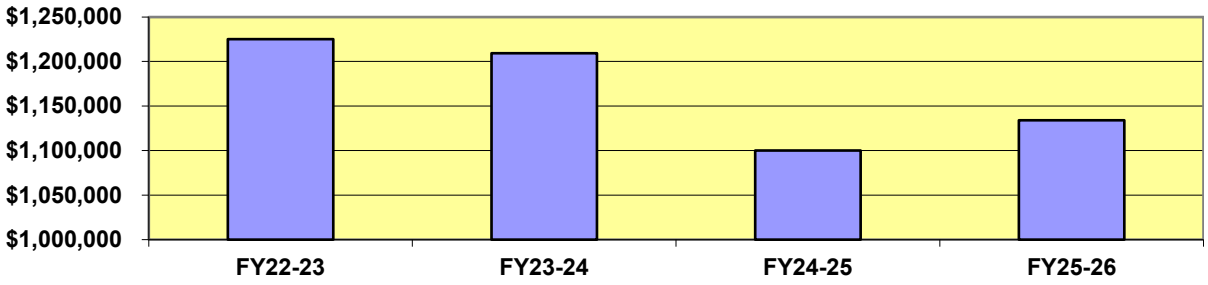
This revenue is generated based on all residential, commercial and industrial revenues collected by the provider for services within the City. This revenue is accounted for in the General Fund.

Forecast Methodology

The main factors considered in projecting this revenue are historical trend, and estimated inflation (CPI).

Fiscal Year	Fund	% Change
25-26 (Est)	$1,134,000	3.09%
24-25	$1,100,000	9.03%
23-24	$1,209,212	5.00%
22-23	$1,224,979	-12.87%

Franchise Fee Revenue



CITY OF MIAMI SPRINGS
INTRODUCTION TO THE BUDGET PROCESS
FISCAL YEAR 2025-26

Major Revenue Sources: Governmental and Proprietary Funds

State Shared Revenues

Description

Taxes collected and remitted to the State of Florida are deposited in the State Sharing Trust Fund for Municipalities. The Trust Fund revenue consists of (1) Sales Tax Proceeds, (2) Municipal Tax 8th Cent, (3) Special Motor and Other Tax and (4) Local Government ½ Cent Sales Tax. The State uses a three-factor additive formula to determine a municipality's annual share of the fund.

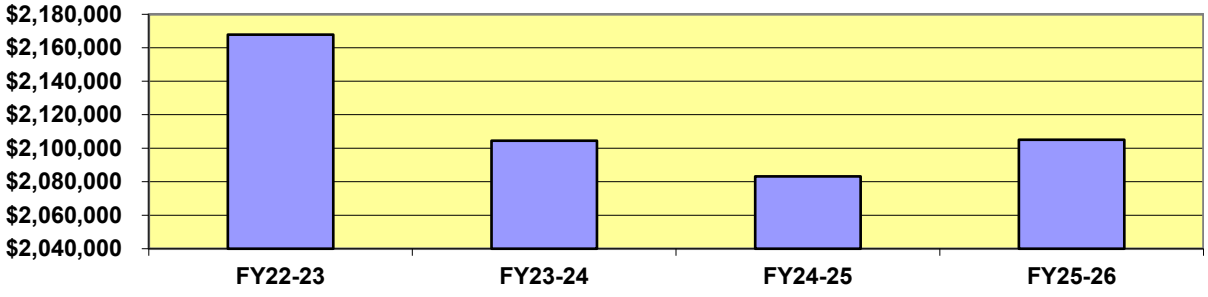
The City's share grows with the overall growth of the economy and the City's population.

Forecast Methodology

This revenue is forecasted by the State of Florida.

Fiscal Year	Sales Tax proceeds	Local Gov 1/2 cent Sales tax	Total	% Change
25-26 (Est)	$680,000	$1,425,000	$2,105,000	1.05%
24-25	$665,639	$1,417,491	$2,083,130	-10.14%
23-24	$674,967	$1,429,512	$2,104,479	-2.92%
22-23	$690,239	$1,477,604	$2,167,843	14.0%

State Shared Revenues



Major Revenue Sources: Governmental and Proprietary Funds

Utility Services Taxes

Description

A tax levied on the purchase of electric, gas, propane, and water.

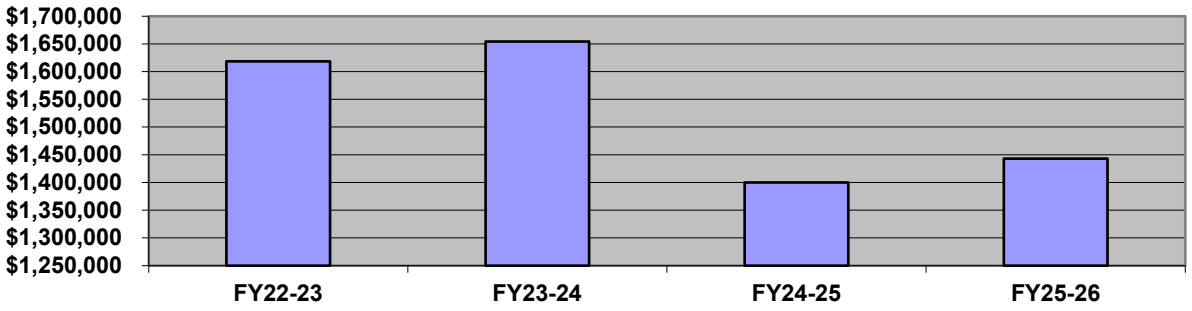
This revenue is based on a percent charge applied to the taxable amounts charged by the seller of the service. This revenue is accounted for in the General Fund.

Forecast Methodology

The main factors considered in projecting this revenue are historical trend, and estimated inflation (CPI). Please refer to the "Basis of Revenue Estimates" section above for the projected CPI.

Fiscal Year	Fund	% Change
25-26 (Est)	$1,443,000	3.07%
24-25	$1,400,000	-15.36%
23-24	$1,654,107	2.21%
22-23	$1,618,339	28.43%

Utility Tax Revenues



CITY OF MIAMI SPRINGS
INTRODUCTION TO THE BUDGET PROCESS
FISCAL YEAR 2025-26

Major Revenue Sources: Governmental and Proprietary Funds

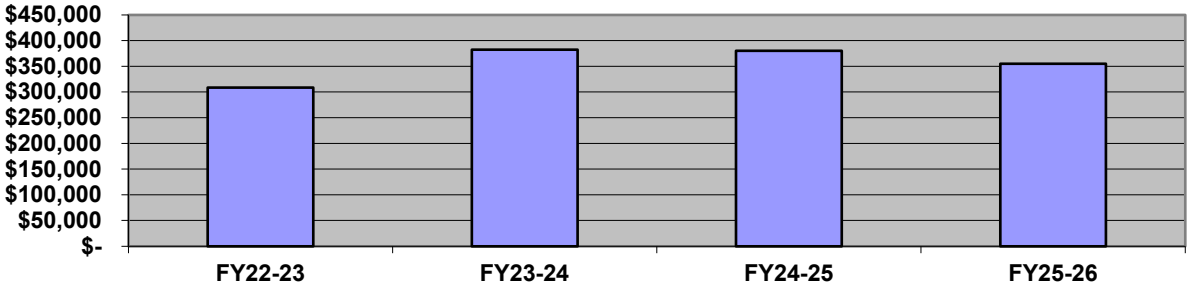
Local Option Gas Tax

Description Pursuant to F.S. 336.025(1)(a)(b)(2), the County has exercised its authority in levying a tax on every gallon of motor fuel and diesel sold in the county. The proceeds may be used for transportation expenditures.

Forecast Methodology This revenue is forecasted by the State of Florida.

Fiscal Year	Gas Tax	% Change
25-26 (Est)	$355,000	-6.58%
24-25	$380,000	-0.62%
23-24	$382,363	0.05%
22-23	$380.474	4.07%

Local Option Gas Tax



CITY OF MIAMI SPRINGS
INTRODUCTION TO THE BUDGET PROCESS
FISCAL YEAR 2025-26

Major Revenue Sources: Governmental and Proprietary Funds

Communications Services Tax

Description

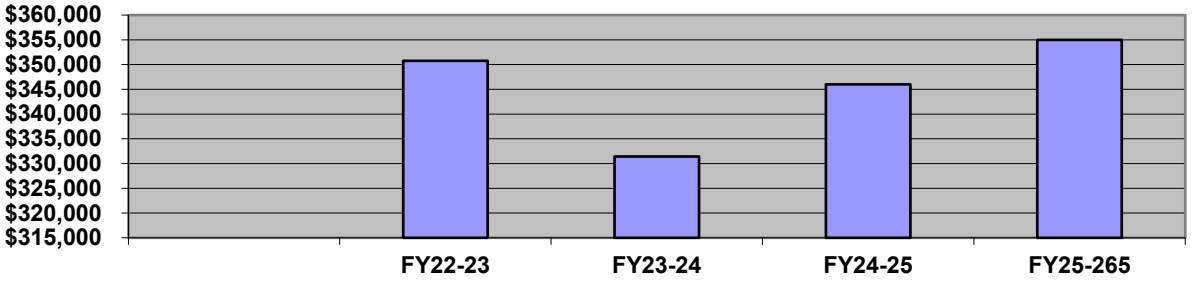
The new communications tax effective 10/01/01 represents a combination of the former cable television and telecommunications franchise fees as well as the public service tax on telecommunications services. Previously each service provider remitted these taxes and fees directly to each municipality throughout the State. In an effort to eliminate the onerous disbursement burden placed upon the providers the State decided to become the central receiving authority for these taxes. The State retains a 1% administrative fee and redistributes the monies to the municipalities according to a pre-determined percentage.

Forecast Methodology

This revenue is forecasted by the State of Florida.

Fiscal Year	Fund	% Change
25-26 (Est)	$355,000	2.60%
24-25	$346,000	4.40%
23-24	$331,409	-5.51%
22-23	$350,739	-9.88%

Communications Tax



Expenditures

Personnel Services

Description: This category includes expenditures for City employees' base wages and salaries plus expenditures for other forms of employee compensation: life and health insurance, social security, workers compensation, retirement contributions, longevity pay, overtime and special duty/status pay.

Significant Assumptions: The proposed personnel services budget is based on the following assumptions:

- Merit increases based on approved pay plans for eligible employees, longevity pay based on years of service and City policy. Longevity pay for General employees ranges from $500 for 8 years or more, $1,000 for 10 years or more, $1,500 for 15 years or more, and $1,750 for 20 or more years of service. For FY 2025-26 a 3% COLA is being budgeted to all General employees.
- Worker's Compensation – The City is insured through Preferred Governmental Insurance Trust, annual costs are based a percentage of payroll which is different based on the type of labor performed. The annual fee cost is allocated to each department based on payroll, claims are charged to the department generating those claims.
- Increase in health insurance benefits of 4.5%.

Operating Expenses

Description: This category includes expenditures for governmental programs that are not classified as personnel, capital outlay or capital projects. Operating expenses include such things as office supplies, postage, utilities, travel and entertainment, dues and subscriptions, gasoline, telephone and advertising to name a few.

Significant Assumptions: Projected increases (decreases) are based on a departmental level decision-making process. The Departments were given two guidelines: (1) to prepare a budget based on a status quo assumption in order to maintain the current level of services; and (2) to submit a detailed schedule of budget requests for new programs, activities, or operational needs. They are given flexibility over allocation in the various line items. The budget section of the Finance Department calculates the personnel cost based on the staffing requested by each department. Expenditures are then adjusted to reflect management priorities, and to reflect updated information on costs.

Expenditures (continued)

Operating Expenses (continued)

Capital Outlay

Description: This category includes expenditures for capital items, with an initial individual cost of $1,000 or more, with an estimated useful life in excess of one year. Purchase orders encumbered at the end of the previous year are carried over.

Significant Assumptions: Projected expenditures are based on the estimated cost of each capital item.

Funding for most of the capital expenditures are identified within the department's target budget. Capital outlays are ranked in order to reflect management priorities.

Capital Projects

Description: This category includes expenditures for construction.

Significant Assumptions: Projected expenditures are based on an estimated cost to completion.

CITY OF MIAMI SPRINGS
BUDGET DEVELOPMENT GUIDELINES
FISCAL YEAR 2025-26

Strategies

The long-term municipal goals focus on community health and safety, economic development, community services, a productive work environment, quality leadership, ecological preservation and the improvement of the City's reserve balances. These goals provide a point of reference for programs and services as it relates to the development of the budget.

The City's strategy for achieving these goals is to provide significant attention to revenue streams, establish an atmosphere conducive to cost-cutting and reduction of unnecessary waste, and require department directors to incorporate more direct and specific attention to their management controls, projections, and supervision of programs and projects.

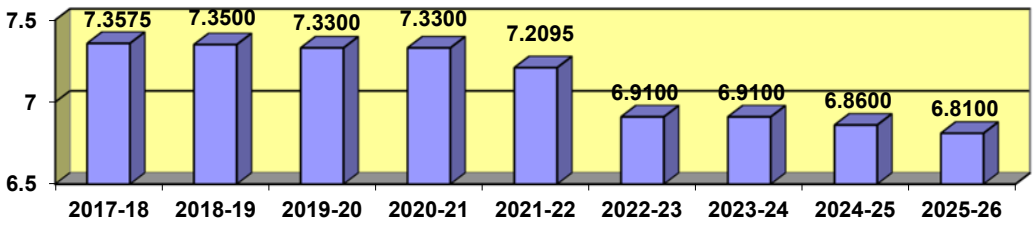
A cautious approach to personnel growth has been adopted since personnel-related costs account for approximately 60% of General Fund operating expenditures. This budget reflects expenditure containment in response to the rising cost of personnel benefits, specifically health insurance costs.

The City is pursuing a strategy of improving technology and acquiring available new technologies in order to increase efficiency and operational effectiveness which in turn will decrease costs while improving services provided to its taxpayers.

Budget Goals and Guidelines

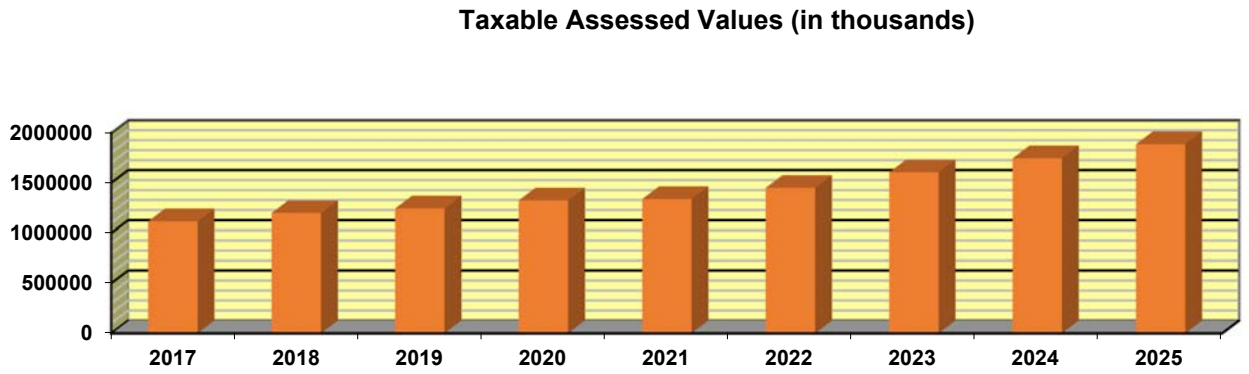
1) **Property Tax Reform Through Cost Reduction and New Revenue Sources**: The City's goal is to minimize increases in the millage rate. This traditionally was accomplished by finding new sources of revenue where possible and by implementing tight budgetary controls on expenditures. This FY 2025-26 budget decreases the millage rate to 6.8100. This millage is approximately 31% of a total property tax bill.

Historical Millage Rates



This graph illustrates the City's millage rates for the current and past eight years.

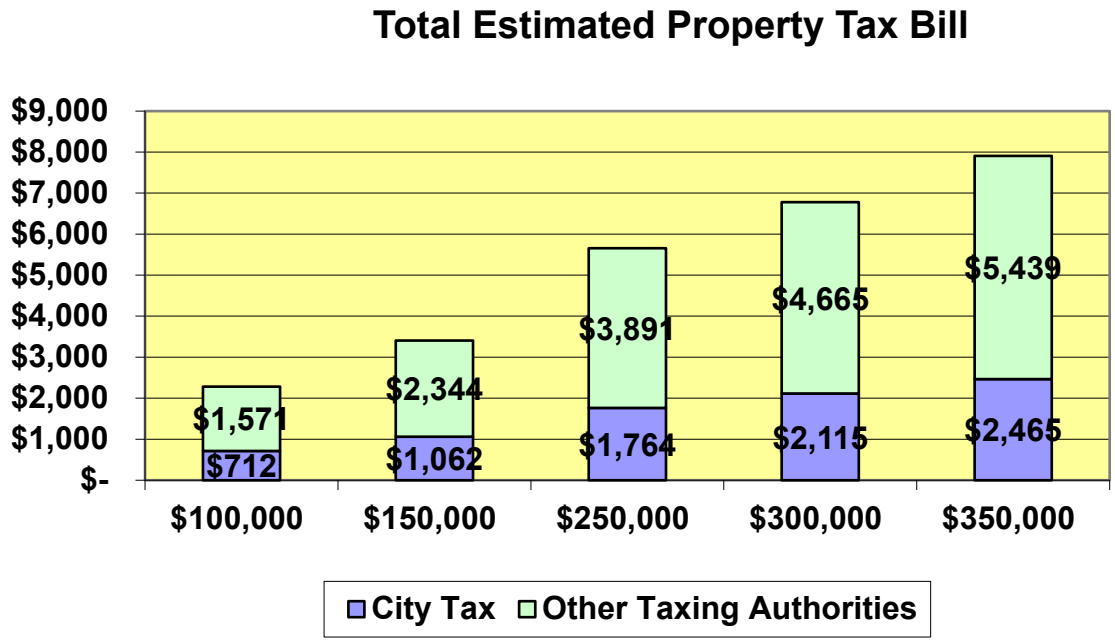
Budget Goals and Guidelines (continued)



This graph illustrates the City's taxable assessed values for the current and past eight years.

Components of Property Tax Bill	2024-25	2025-26
Miami Dade County Schools	6.4680	6.4990
South Florida Water Management	.0948	.0948
Everglades CP	.0327	.0327
Florida Inland Navigational District	.0288	.0288
Okeechobee Basin	.1026	.1026
Miami Dade County Government Services	4.5740	4.5740
Children's Trust	.5000	.4638
City of Miami Springs	6.8600	6.8100
Fire and Rescue	2.3965	2.3965
Library	.2812	.2812
Voter Approved Debt Payments		
School	.1340	.1340
Miami Dade County	.4271	.4171
Total Millage Rate	**21.8997**	**21.8345**

Budget Goals and Guidelines (continued)



The above calculations show the City of Miami Springs and County-wide total property taxes based upon assessed values between $150,000 and $400,000 and assuming a $50,000 homestead exemption.

2) **Fund Balance Goal: The** City will plan the budget in such a way to retain an unassigned fund balance in the General Fund of 18-25% of planned expenditures. This level also provides a contingency for unexpected future events.

3) **User fees for Services:** Fees for services will be set with the goal to recover 100% of costs, except in specific instances in which the City Council determines that it is in the public interest to offset some of the costs through the use of other revenues, such as general tax support. Where necessary, departments have updated their fee schedules during the budget process.

4) **Full Range of Municipal Services:** The City provides a full range of municipal services in order to maintain and enhance the quality of life in Miami Springs. The City acknowledges that the highest priority service areas relate to those that protect and enhance public safety and health.

Budget Goals and Guidelines (continued)

5) **Public Safety Services:** Public safety services are a high priority. The City will ensure that services are provided in an efficient, effective manner, and through thoughtful plans, public safety needs can be met in our community. The budget for the Police department represents approximately 37% of budgeted General fund expenditures.

6) **Employee Safety/Productivity:** The City is making great strides in updating the fleet of vehicles, and in providing equipment and supplies to employees that enhance safety and productivity. In the budget, departments were asked to identify and to request funding to continue this policy of providing up-to-date equipment, supplies, and facilities to assure employee safety.

Financial Policies

The City of Miami Springs financial policies, compiled below, set forth the basic framework for the overall fiscal management of the City. Operating independently of changing circumstances and conditions, these policies assist the decision-making process of the City Council and the Administration. These policies provide guidelines for evaluating both current activities and proposals for future programs.

Most of the policies represent long-standing principles; traditions and practices that have guided the City in the past and will help establish financial stability in the future. They will be reviewed annually as a decision-making tool and to ensure their continued relevance in an ever-changing environment.

Balanced Budget Policy

To the extent that the appropriated revenues and estimated budget savings equal or exceed the appropriated expenditures, the budget is considered balanced. Should the appropriated expenditures exceed the appropriated revenues and estimated budget savings, the difference would be shown in the revenue section as appropriated fund balance. The amount of the appropriated fund balance would specify the amount by which the unassigned fund balance would be depleted. Estimated budget savings is the projection of the budget variance for both revenue and expenditures based on the last three years of historical data.

CITY OF MIAMI SPRINGS
BUDGET DEVELOPMENT GUIDELINES
FISCAL YEAR 2025-26

Operating Budget Policies

1) The City shall maintain, at a minimum, an accessible cash reserve equivalent to twelve weeks of operating costs.

2) The City pays the majority of medical insurance for its employees and in excess of 50% of the cost associated with dependent coverage.

3) No new or expanded services shall be implemented without implementing trade-offs of expenses or revenues at the same time. This applies to personnel, equipment and any other peripheral expenses associated with the service.

4) The City shall continue to support a scheduled level of maintenance and replacement of its infrastructure and fleet. Expansions to the fleet must be justified based on growth of the City.

5) The City shall support capital expenditures that reduce future operating costs.

Revenue Policies

1) The City will attempt to maintain a diversified and stable revenue system as a shelter from short-run fluctuations in any single revenue source.

2) The City will attempt to obtain additional major revenue sources as a way of ensuring a balanced budget.

3) The City will establish user charges and fees at a level to recover the full cost (direct and indirect) of providing the service in the Sanitation and Stormwater funds, which are self-sustaining. User fees in the Recreation department provide approximately 15-20% of its operating costs.

4) The City will review fees/charges annually and will design or modify revenue systems to include provisions that automatically allow charges to grow at a rate that keeps pace with the cost of providing the services.

5) The City will consider market rates and charges levied by other public and private organizations for similar services in establishing fees and charges.

CITY OF MIAMI SPRINGS
BUDGET DEVELOPMENT GUIDELINES
FISCAL YEAR 2025-26

Cash Management/Investment Policies

1) The City will deposit all funds received by 2:00 PM, on the next business day.

2) Investment of City funds will emphasize preservation of principal; the objective will be to match or exceed the yield of current market conditions.

3) The City will collect revenues aggressively, including any past due amounts owed.

Debt Policies

1) The City may, as necessary, issue bonds for capital improvements.

2) Projects that are financed fall into one of two categories:

    a) Projects that are revenue producing and require no subsidy for payment of debt service.
    b) Projects requiring subsidy for payment of debt service shall enhance the quality of life of citizens of the City.

3) The City will publish and distribute an official statement for each bond issue.

4) General obligation debt will only be issued is approved by the voters in a referendum.

5) The City will maintain bond reserves as required by the various bond issues.

CITY OF MIAMI SPRINGS
BUDGET DEVELOPMENT GUIDELINES
FISCAL YEAR 2025-26

Reserve Policies

1) The City will maintain an unassigned fund balance in the General Fund of 18-25% of expenditures.

2) The City will attempt to maintain unassigned fund balance in the General Fund for disaster assistance of at least $500,000. This would provide the required 12.5% matching of up to $4,000,000 in Federal and State financial assistance.

Accounting, Auditing, and Financial Reporting Policies

1) An independent audit will be performed annually.
2) The City will produce annual financial reports in accordance with Generally Accepted Accounting Principles (GAAP) as outlined by the Governmental Accounting Standards Board (GASB).

Capital Budget Policies

For the FY 2025-26 budget, the City will implement a five-year capital improvement plan, this plan was prepared with the assistance of all department heads and shows the City's capital requirements over the next five fiscal years.

1) The City will maintain its physical assets at a level adequate to protect the City's capital investment and minimize future maintenance and replacement costs. The budget will provide for the adequate maintenance and the orderly replacement of the capital plant and equipment from current revenues where possible.

2) The City has provided sufficient funds to replace and upgrade equipment as well as to take advantage of new technology thereby ensuring that employees have safe and efficient tools to service the public. It reflects a commitment to further automation and use of available technology to improve productivity of the City's work force.

    a) The objective for upgrading and replacing equipment includes: (1) normal replacement as equipment completes its useful life, (2) upgrades of new technology, and (3) additional equipment necessary to service the needs of the City.

Capital Budget Policies (continued)

3) The City will use the following criterion to evaluate the relative merit of each capital project. Capital expenditures will foster goals of:

    a) Economic and neighborhood vitality

    b) Infrastructure and heritage preservation

    c) Capital projects which implement a component of an approved redevelopment plan

    d) Projects specifically included in an approved replacement schedule

    e) Projects which reduce the cost of operations. Projects which increase the cost of operations shall have identified trade-offs to support those additional costs.

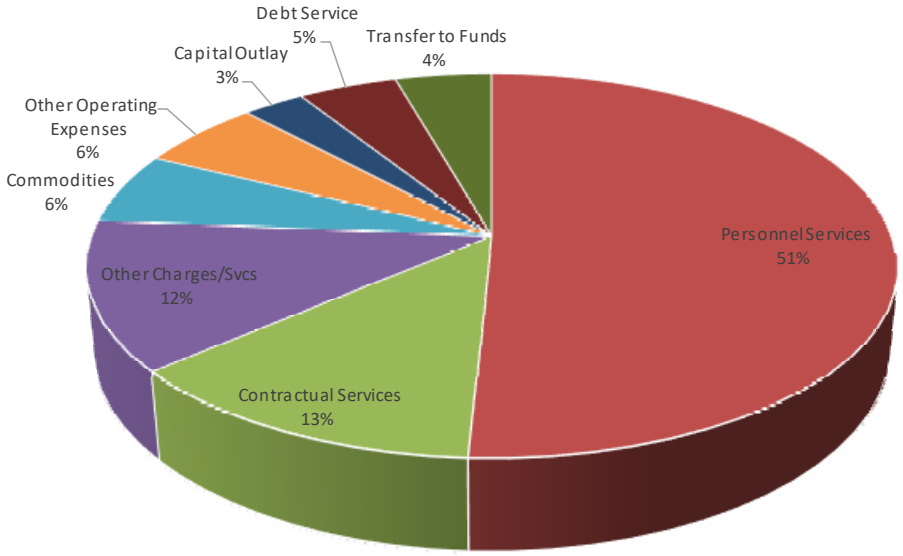
    f) Projects which significantly improve safety and reduce risk exposure.

CITY OF MIAMI SPRINGS
BUDGET DEVELOPMENT GUIDELINES
FISCAL YEAR 2025-26

All Funds Expenditure Summary by Amount

Fund	Council Approval 2025/26	Council Approval % of Budget
General Fund	24,418,788	73%
Road and Transportation Fund	969,957	3%
Senior Services Fund	1,546,708	5%
Building Fund	1,251,401	4%
Debt Service Fund	1,549,196	5%
Sanitation Utility Fund	3,028,500	9%
Stormwater Utility Fund	763,318	2%
Law Enforcement Trust Fund	60,579	0%
Total	**$ 33,588,447**	**100%**

All Funds Category Summary by Percentage

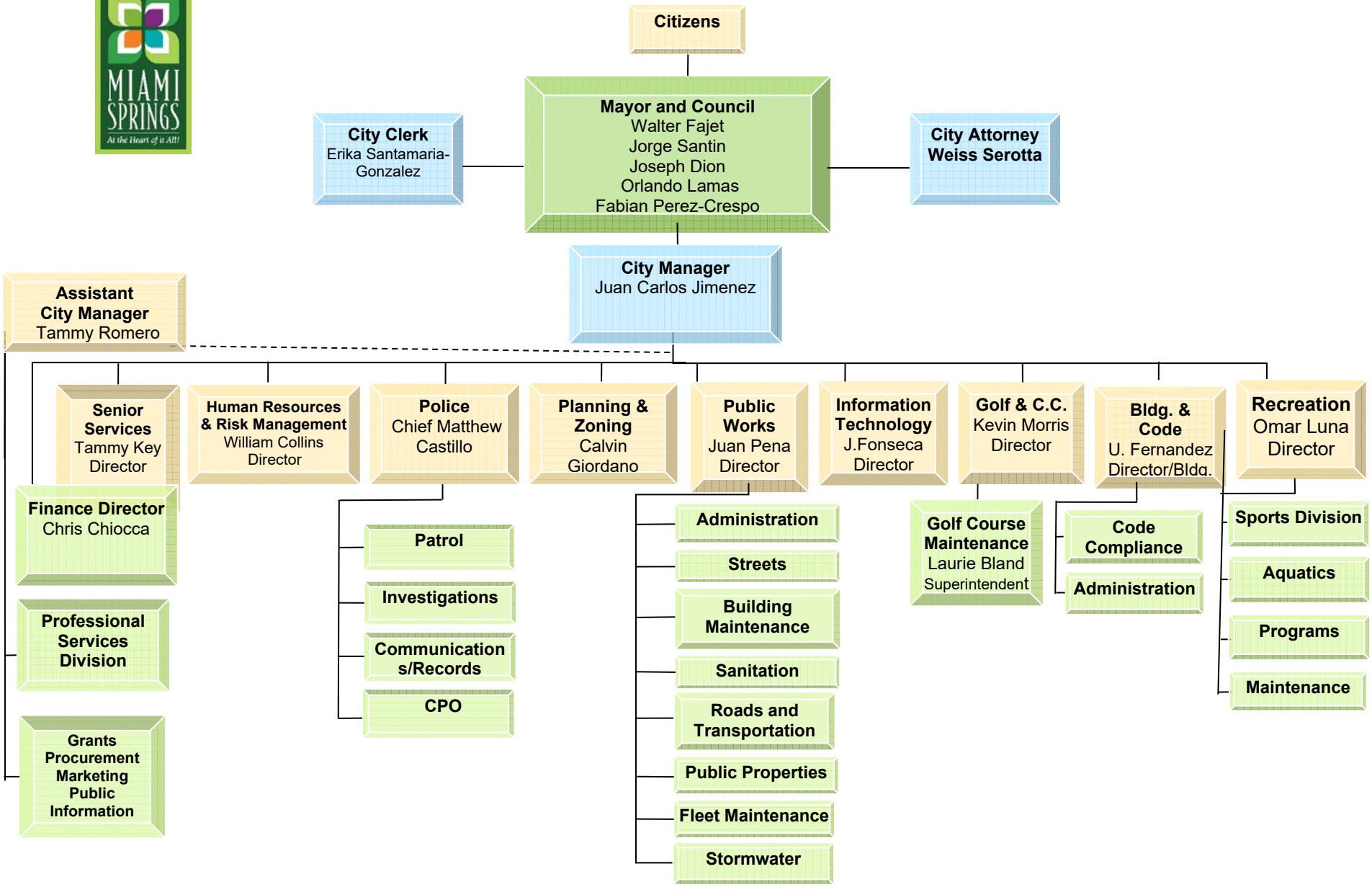


Budget Calendar

FY 2025-26 Budget Development Process & Tentative Timetable

DATE	ACTIVITY
April 7, 2025	City Manager holds initial budget preparation meeting with department heads and staff to discuss the FY 2025-26 budget process. Council Chambers
May 14, 2025	Last day for departments to submit their FY 2025-26 budget request package including operating and capital items, and revenue enhancement efforts or projects, email all your documents to Finance Director
May 27, 2025 through May 30, 2025	Finance Director meets with individual operating departments to review and consult with department heads to evaluate spending levels - Finance Director to set up appointments with individual departments
June 1, 2025	City receives preliminary taxable assessment for FY 2024-25 from Property Appraiser.
June 4, 2025 through June 6, 2025	Finance Director meets with City Manager to review and consult with department heads to evaluate spending levels
July 1, 2025	City Manager's Office receives the *2025 Certification of Taxable Values (DR-420)* from Miami-Dade County's Property Appraiser's office; simultaneously, the Miami Springs Finance Department prepares adjustments to City-wide budget presentation
Thursday, July 24, 2025	Miami Springs City Council meets in special session to set the cap rate for ad valorem property tax millage levels for operating & debt service for FY 2025-26
July 31, 2025	Finance Department advises City Manager of proposed funding levels - making determination and recommends (if necessary) any budgetary cuts or adjustments Proposed ad valorem millage rates on Form DR-420 sent to Miami Dade County Tax Collector via TRIM website.
August 12, 2025	City Council holds a special budget workshop to review individual departmental budget submissions, City-wide revenues, trends and other issues related to the fiscal operations of the City for FY 2025-26 - all tentative and to be scheduled by Council
On or about August 22, 2025	*County Property Appraiser's Office mails out notices of proposed tax bills to all property owners in Miami Springs*
On or about September 4, 2025	*The Tentative Budget will be posted online at the City's website at least two days before the first public budget hearing in accordance with Florida Statue s.200.065*
Monday, September 8, 2025	City Council to hold the first of two mandatory public hearings (as defined by State Statutes) to adopt tentative operating millage rates and operating budgets for FY 2025-26
Within 15 days of 1st hearing, Sept 23, 2025	*Advertise the tentative millage and budgets; date, time and location for second public hearing in designated paper – Miami Herald*
Monday Sept 22, 2025	Second of two public hearings on the 2025-26 operating budgets held at which point the City Council adopts the final millage rate and corresponding budgets
Within 3 days of 2nd hearing Wednesday Sept. 24, 2025	Final adopted millage rates are forwarded to the County's Property Appraiser no later than 5.00 PM via TRIM website.
Within 30 days of the final hearing	City submits Certificate of Compliance [DR-487] to the Florida Department of Revenue in Tallahassee – confirming that the City was in compliance with Truth-in Millage rules. Adopted Budget posted online at the City website within 30 days of adoption.

City of Miami Springs Organizational Chart
2025 - 2026

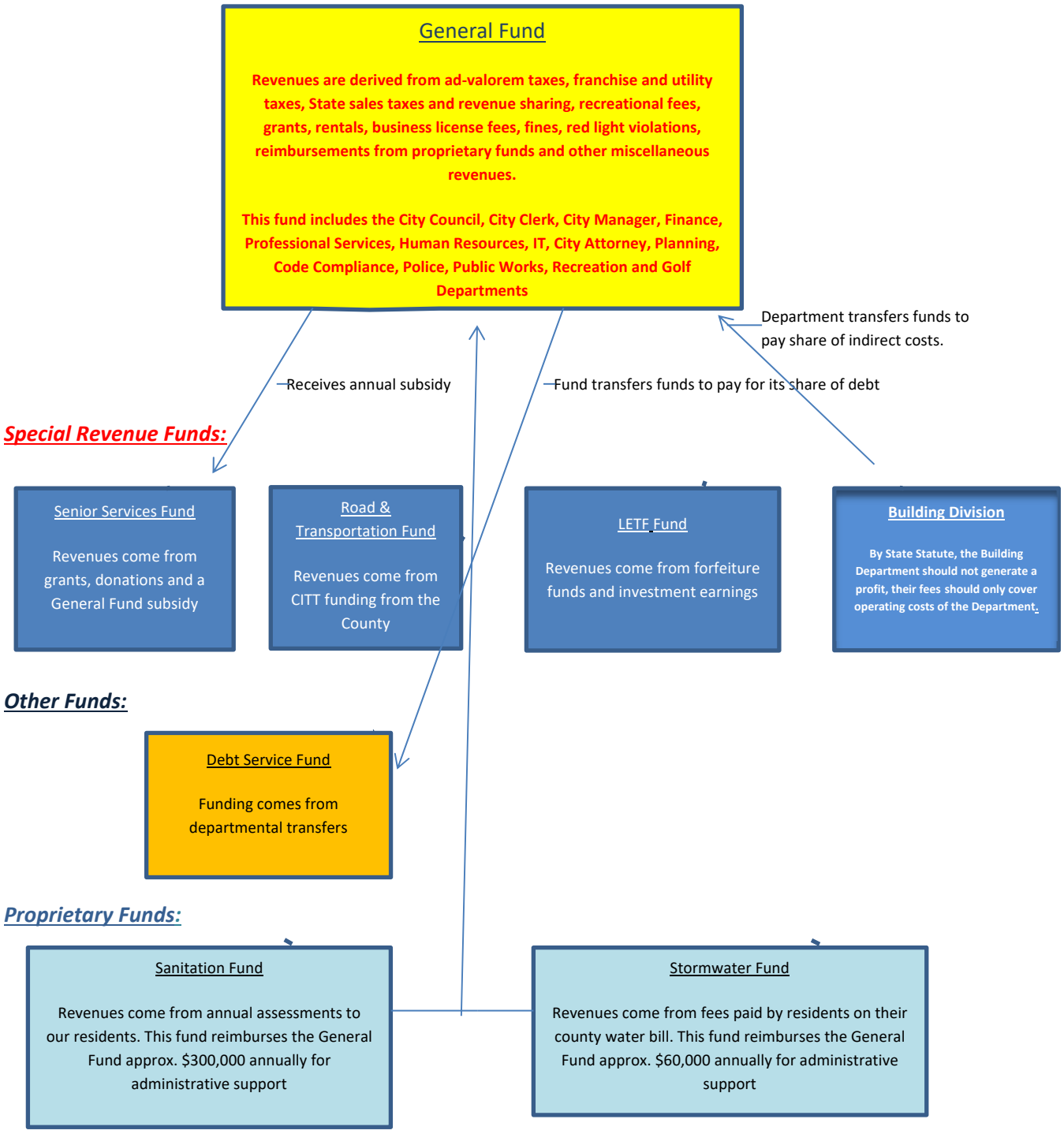


POSITION CLASSIFICATION AND PAY PLAN
FISCAL YEAR 2025-26
CIVIL SERVICE / NON-CIVIL SERVICE EMPLOYEES

Updated 08.27.25

POSITION	PAY GRADE	FY 2025-26 PAY RANGE MINIMUM	MAXIMUM
PRO SHOP CASHIER	7	27,851	41,762
MAINTENANCE WORKER I	8	30,584	45,347
PRO SHOP CLERK	8	30,584	45,347
CLERICAL ASSISTANT	9	31,409	46,575
REFUSE COLLECTOR	10	32,192	49,645
MAINTENANCE WORKER II	11	33,076	53,076
REFUSE TRUCK DRIVER	13	34,666	55,682
GOLF MAINTENANCE WORKER	13	34,666	55,682
PUBLIC SERVICE AIDE	13	34,666	55,682
RECREATION MAINTENANCE WORKER	13	34,666	55,682
ADMINISTRATIVE ASSISTANT I	15	36,424	56,176
BUILDING SPECIALIST I	15	36,424	56,176
MATERIALS MANAGEMENT CLERK	15	36,424	56,176
RECREATION SPECIALIST	15	36,424	56,176
SPECIAL EVENTS/PROGRAM SPECIALIST	15	36,424	56,176
ACCOUNTING SPECIALIST I	16	37,329	57,582
BUILDING MAINTENANCE TECHNICIAN	16	37,329	57,582
GOLF COURSE SPRAY/APPLICATOR TECH	16	37,329	57,582
HEAVY EQUIPMENT OPERATOR	19	40,207	62,338
AUTOMATED EQUIPMENT OPERATOR	19A	40,207	66,445
ACCOUNTING SPECIALIST II	22	43,295	64,203
ADMINISTRATIVE ASSISTANT II	22	43,295	64,203
ASSISTANT TO THE CITY CLERK	22	43,295	64,203
BUILDING MAINTENANCE SPECIALIST	22	43,295	64,203
BUILDING SPECIALIST II	22	43,295	64,203
LEAD PASSPORT ACCEPTANCE SPECIALIST	22	43,295	64,203
PROCUREMENT SPECIALIST	22	43,295	64,203
POLICE DISPATCHER-TRAINEE	23	44,315	66,472
ADMINISTRATIVE ASSISTANT III	24	45,491	68,374
AQUATIC COORDINATOR	24	45,491	68,374
BUILDING SPECIALIST III	24	45,491	68,374
GOLF MAINTENANCE MECHANIC	24	45,491	68,374
POLICE ADMINISTRATIVE SPECIALIST II	24	45,491	68,374
RECREATION COORDINATOR	24	45,491	68,374
PUBLIC PROPERTIES SUPERVISOR	24	45,491	68,374
STREETS SUPERVISOR	24	45,491	68,374
RECREATION MAINTENANCE SUPERVISOR	24	45,491	68,374
SANITATION SUPERVISOR	24A	45,491	73,502
GOLF MAINTENANCE SUPERVISOR/FOREMAN	25	46,638	69,970
POLICE DISPATCHER I	25	46,638	69,970
PRO SHOP/OUTSIDE SERVICES MANAGER	25	46,638	69,970
ACCOUNTING SPECIALIST III	26	48,971	73,469
ATHLETIC SUPERVISOR	26	48,971	73,469
HUMAN RESOURCES SPECIALIST II	26	48,971	73,469
POLICE ADMINISTRATIVE SPECIALIST III	26	48,971	73,469
POLICE DISPATCHER II	26	48,971	73,469
CODE COMPLIANCE OFFICER	27	49,487	73,985
EXECUTIVE ASSISTANT TO THE CHIEF OF POLICE	27	49,487	73,985
AQUATIC SUPERVISOR	28	50,213	74,457
* ASSISTANT SENIOR SERVICES DIRECTOR	29	51,022	75,033
PUBLIC INFO & MEDIA RELATIONS SPECIALIST	29	51,022	75,033
POLICE COMMUNICATIONS COORDINATOR	30	53,532	79,389
* ASSISTANT IT MANAGER	31	56,043	83,745
PAYROLL ADMINISTRATOR	31	56,043	83,745
SPECIAL EVENTS/PROGRAMS SUPERVISOR	31	56,043	83,745
POLICE COMMUNICATIONS SUPERVISOR	32	57,308	84,909
CHIEF ADMINISTRATIVE OFFICER	33	58,575	86,072
SENIOR PROCUREMENT OFFICER	34	59,841	87,236
POLICE OFFICER- RECRUIT	37	62,702	92,990
POLICE SYSTEMS ADMINISTRATOR	38	63,868	94,719
* DEPUTY CITY CLERK/PUBLIC INFORMATION OFFICER	39	65,035	96,448
* ASSISTANT PUBLIC WORKS DIRECTOR	40	66,202	98,178
* GOLF SUPERINTENDENT	45	79,312	119,420
* SENIOR SERVICES DIRECTOR	46	85,500	122,750
* HUMAN RESOURCES DIRECTOR/RISK MANAGER	49	104,065	132,740
* INFORMATION TECHNOLOGY DIRECTOR	49	104,065	132,740
* CITY CLERK	49	104,065	132,740
* GOLF & COUNTRY CLUB DIRECTOR	49	104,065	132,740
* PUBLIC WORKS DIRECTOR	49	104,065	132,740
* DEPUTY CHIEF OF POLICE	49P	115,532	160,306
* RECREATION DIRECTOR	50	119,384	165,500
* ASSISTANT CITY MANAGER	50	119,384	165,500
* BUILDING OFFICIAL & CODE COMPLIANCE DIRECTOR	50	119,384	165,500
* FINANCE DIRECTOR	50	119,384	165,500
* CHIEF OF POLICE	50P	122,639	175,443

* NON-CIVIL SERVICE EMPLOYEE

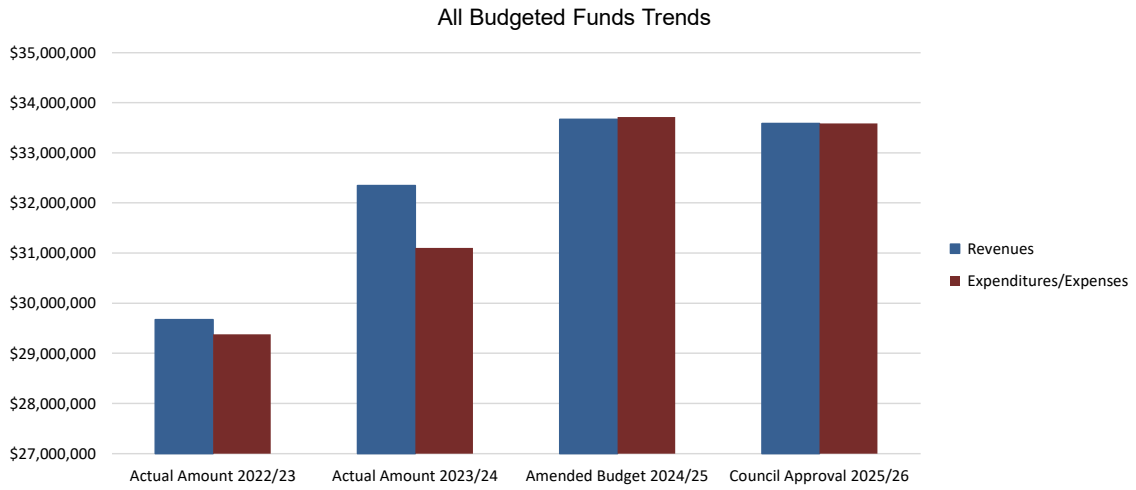


1) The General Fund is the main operating fund of the City. It receives the bulk of its revenues from ad-valorem and other taxes and fees, these revenues are then used to fund all city departments. The General Fund also provides an annual subsidy to the Senior Services Fund.
2) The City has four Special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

ANALYSIS, GRAPHICS, AND SUPPLEMENTARY INFORMATION

City of Miami Springs

Summary of all Funds
Fiscal Year 2025/26
Operating & Capital Outlay



Revenues by Fund

Fund #	Fund	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26
001	General Fund	$ 20,709,000	$ 21,778,298	$ 23,775,692	$ 15,265,202	$ 24,418,788
135	Road and Transportation Fund	889,556	904,452	894,256	276,122	969,957
140	Senior Services Fund	1,309,164	1,550,765	1,425,804	-	1,546,708
145	Building Fund	1,848,300	1,194,354	1,125,000	-	1,251,401
201	Debt Service Fund	1,694,804	1,802,812	1,589,383	924,849	1,549,196
430	Sanitation Utility Fund	2,549,699	2,658,450	3,266,861	2,345,411	3,028,500
440	Stormwater Utility Fund	612,693	2,438,237	1,589,120	607,982	763,318
650	Law Enforcement Trust Fund	59,309	20,819	4,711	-	60,579
	Subtotal	$ 29,672,525	$ 32,348,187	$ 33,670,827	$ 19,419,566	$ 33,588,447
	Total Revenue	$ 29,672,525	$ 32,348,187	$ 33,670,827	$ 19,419,566	$ 33,588,447

Revenues by Category

Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26
310000/319999	Locally Levied Taxes	$ 11,926,231	$ 12,933,870	$ 13,575,716	$ 10,478,786	$ 14,432,553
320000/329999	Licenses & Permits	3,068,261	2,363,088	2,240,500	484,607	2,298,500
330000/339999	Intergovernmental Revenues	3,965,502	5,998,363	4,103,700	1,599,577	4,557,008
340000/349999	Charges For Services	4,675,599	5,347,752	6,922,900	4,424,405	7,350,150
350000/359999	Fines & Forfeitures	1,337,552	1,345,926	1,229,500	620,187	1,293,085
360000/369999	Miscellaneous Revenues	580,322	808,840	603,528	432,155	760,900
380000/389999	Transfers/Debt Proceeds	4,119,058	3,515,520	3,228,575	1,379,849	2,699,453
399900/399999	Fund Balance/Net Position	-	34,828	1,766,408	-	196,798
	Total Revenues	$ 29,672,525	$ 32,348,187	$ 33,670,827	$ 19,419,566	$ 33,588,447

City of Miami Springs

Summary of all Funds
Fiscal Year 2025/26
Operating & Capital Outlay

Expenditures/Expenses by Fund

Fund #	Fund	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26
001	General Fund	$ 20,624,471	$ 22,819,573	$ 23,890,935	$ 10,892,803	$ 24,418,788
135	Road and Transportation Fund	1,139,367	545,501	894,256	355,484	969,957
140	Senior Services Fund	1,314,307	1,444,108	1,425,804	592,992	1,546,708
145	Building Fund	1,162,976	1,141,602	1,239,290	609,849	1,251,401
201	Debt Service Fund	1,694,496	1,803,119	1,589,383	877,184	1,549,196
430	Sanitation Utility Fund	2,792,466	2,828,312	2,889,149	1,546,432	3,028,500
440	Stormwater Utility Fund	541,079	430,025	1,589,120	658,643	763,318
650	Law Enforcement Trust Fund	110,663	89,917	195,550	53,918	60,579
	Subtotal	$ 29,379,825	$ 31,102,157	$ 33,713,487	$ 15,587,305	$ 33,588,447
	Total Expenditures/Expenses	$ 29,379,825	$ 31,102,157	$ 33,713,487	$ 15,587,305	$ 33,588,447

Expenditures/Expenses by Category

Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26
1000/2999	Personnel Services	$ 14,470,393	$ 15,517,292	$ 16,178,578	$ 7,443,712	$ 17,160,132
3000/3999	Contractual Services	3,230,907	3,564,478	3,455,835	1,411,737	4,356,287
4000/4999	Other Charges/Svcs	4,095,034	3,543,500	4,311,265	1,819,043	4,253,302
5000/5399	Commodities	1,428,611	1,405,160	1,855,183	770,149	1,997,800
5400/5999	Other Operating Expenses	1,769,028	2,328,817	3,138,811	1,700,320	1,799,851
	Subtotal	$ 24,993,973	$ 26,359,247	$ 28,939,672	$ 13,144,961	$ 29,567,372
6000/6999	Capital Outlay	$ 512,189	$ 628,654	$ 865,857	$ 495,174	$ 970,172
7000/7999	Debt Service	1,694,496	1,803,119	1,589,383	877,184	1,549,196
8000/8999	Transfer to Funds	2,179,167	2,311,137	2,318,575	1,069,986	1,501,707
	Total Expenditures/Expenses	$ 29,379,825	$ 31,102,157	$ 33,713,487	$ 15,587,305	$ 33,588,447

City of Miami Springs

Summary of COLA, Merit, Pension & Health Insurance Costs by Department & Fund

FY 2025/26

Department	COLA	%	Merit	%	Pension	%	Health Insurance	%
Office of the City Manager	$ 9,444	3%	$ -	0%	$ 42,626	4%	$ 28,522	2%
City Clerk's Office	6,916	2%	13,252	7%	26,560	3%	29,029	2%
Finance	14,509	5%	4,540	2%	50,653	5%	64,194	5%
Professional Services	1,607	1%	2,758	1%	6,088	1%	10,556	1%
Human Resources	5,131	2%	-	0%	23,732	2%	26,520	2%
Planning	380	0%	-	0%	1,372	0%	2,639	0%
Information Technology	3,370	1%	-	0%	12,346	1%	15,964	1%
Police - Executive	24,029	8%	-	0%	96,634	9%	102,232	7%
Police - Sworn (by contract)	142,033	48%	63,886	35%	453,590	43%	545,584	40%
Police - Civilians	22,684	8%	27,131	15%	73,940	7%	123,786	9%
Code	6,051	2%	5,000	3%	22,433	2%	41,189	3%
Parks and Recreation	16,735	6%	22,500	12%	65,469	6%	87,440	6%
Golf	17,502	6%	13,000	7%	70,761	7%	111,826	8%
Public Works	27,791	9%	31,854	17%	107,009	10%	186,862	14%
Total General Fund	**$ 298,183**	**100%**	**$ 183,921**	**100%**	**$ 1,053,212**	**100%**	**$ 1,376,343**	**100%**
Road and Transportation Fund	**$ 1,664**		**-**		**$ 6,187**		**$ 10,556**	
Senior Services Fund	**$ 5,969**		**-**		**$ 21,800**		**$ 37,076**	
Building Fund	**$ 8,912**		**$ 20,000**		**$ 34,344**		**$ 40,113**	
Sanitation Fund	**$ 17,506**		**-**		**$ 64,090**		**$ 137,488**	
Stormwater Fund	**$ 2,395**		**-**		**$ 8,694**		**$ 21,112**	
Total all funds	**$ 334,629**		**$ 203,921**		**$ 1,188,328**		**$ 1,622,688**	

GENERAL FUND

City of Miami Springs

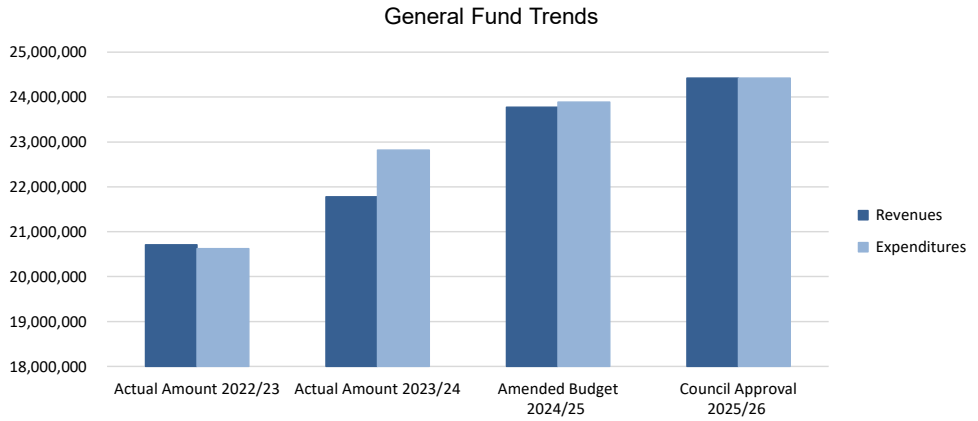
Summary of the General Fund - 001

Fiscal Year 2025/26

Operating & Capital Outlay

Fund Description

The General Fund accounts for resources and expenditures that are available for the City's general operations of City government functions.



Revenue Projections Summary

Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26
Current Revenues	$ 20,709,000	$ 21,743,470	$ 23,542,070	$ 15,265,202	$ 24,418,788
Carryover	-	34,828	233,622	-	-
Total Revenues	$ 20,709,000	$ 21,778,298	$ 23,775,692	$ 15,265,202	$ 24,418,788

City of Miami Springs

General Fund - 001

Fiscal Year 2025/26
Expenditures Summary

Dept. Div #	Department	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26
	-	-	0	-	152,949	
Operating Expe	-	20,709,000	21,813,126	24,009,314	15,418,151	
0101	City Council	$ 169,299	$ 193,187	$ 119,644	$ 52,843	$ 206,004
0201	City Manager	596,379	533,064	581,131	256,813	593,698
0601	City Attorney	223,485	273,368	275,976	90,208	253,755
0301-02	City Clerk/Passports	365,545	331,609	388,116	171,094	574,488
0501-02	Finance/Professional Services	881,621	903,793	995,443	452,405	974,345
0401	Human Resources	318,838	311,396	391,084	153,784	383,174
5301	Information Technology	405,963	425,134	345,346	217,443	410,550
0701	Planning	130,136	263,609	234,036	59,309	234,977
2001	Police	7,915,880	8,535,482	8,743,279	4,060,218	9,096,393
2401	Code Compliance	302,471	272,678	335,003	145,675	339,082
5701-05	Parks and Recreation	2,635,754	2,749,019	2,952,062	1,231,012	3,114,092
5401-07	Public Works	2,215,246	2,415,213	2,691,970	1,128,578	2,810,455
5706-08	Golf	1,772,498	2,672,230	2,653,413	1,308,261	2,955,895
	Subtotal	$ 17,933,115	$ 19,879,782	$ 20,706,503	$ 9,327,643	$ 21,946,909
Capital Outlay						
6000	City Council	$ -	$ -	$ -	$ -	$ -
6000	City Manager	-	-	-	-	-
6000	City Attorney	-	-	-	-	-
6000	City Clerk/Passports	-	2,924	5,700	-	18,000
6000	Finance/Professional Services	1,255	4,238	-	-	-
6000	Human Resources	-	-	-	-	-
6000	Information Technology	1,456	-	1,701	-	28,965
6000	Planning	-	-	-	-	-
6000	Police	229,190	317,587	635,395	434,630	188,460
6000	Code Compliance	-	-	-	-	-
6000	Parks and Recreation	162,817	199,195	170,700	11,533	353,000
6000	Public Works	5,510	65,063	52,361	32,161	130,000
6000	Golf	111,961	39,647	-	16,850	150,000
6000	CIP Reserve	-	-	-	-	101,747
	Subtotal	$ 512,189	$ 628,654	$ 865,857	$ 495,174	$ 970,172
	Transfer to Funds	$ 2,179,167	$ 2,311,137	$ 2,318,575	$ 1,069,986	$ 1,501,707
	Subtotal	$ 2,179,167	$ 2,311,137	$ 2,318,575	$ 1,069,986	$ 1,501,707
	Total	$ 20,624,471	$ 22,819,573	$ 23,890,935	$ 10,892,803	$ 24,418,788

City of Miami Springs

General Fund - 001

Fiscal Year 2025/26

Revenue Projections Summary by Category

Object Code	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26
310000/319999	Locally Levied Taxes	$ 11,926,231	$ 12,933,870	$ 13,575,716	$ 10,478,786	$ 14,432,553
320000/329999	Licenses & Permits	1,268,279	1,258,012	1,140,500	484,607	1,176,500
330000/339999	Intergovernmental Revenues	2,201,511	2,144,443	2,625,130	897,200	2,145,000
340000/349999	Charges for Services	1,697,329	2,270,710	3,567,400	1,936,561	3,895,150
350000/359999	Fines & Forfeitures	1,283,163	1,333,900	1,229,500	620,187	1,293,085
360000/369999	Miscellaneous Revenues	459,465	627,010	493,824	392,861	666,500
380000/389999	Transfer from Funds	1,373,022	1,067,838	910,000	455,000	810,000
3810000	Loan Proceeds	500,000	107,687	-	-	-
399900/399999	Fund Balance	-	34,828	233,622	-	-
	Total Revenues	$ 20,709,000	$ 21,778,298	$ 23,775,692	$ 15,265,202	$ 24,418,788

Expenditures Summary by Category

Object Code	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26
1000/2999	Personnel Services	$ 12,489,831	$ 13,375,861	$ 13,908,152	$ 6,418,955	$ 14,637,788
3000/3999	Contractual Services	1,805,903	2,149,117	2,039,759	855,640	2,479,833
4000/4999	Other Charges & Services	2,457,903	2,546,332	2,811,802	1,216,283	2,850,827
5000/5399	Commodities	659,130	678,531	1,138,308	489,913	1,211,510
5400/5499	Other Operating Expenses	520,348	694,356	452,436	152,949	283,978
7000/7999	Debt Service	-	435,585	391,346	193,903	631,346
	Total Operating Expenditures	$ 17,933,115	$ 19,879,782	$ 20,741,803	$ 9,327,643	$ 22,095,282
6000	Capital Outlay	$ 512,189	$ 628,654	$ 865,857	$ 495,174	$ 970,172
9000	Transfer to Funds	2,179,167	2,311,137	2,318,575	1,069,986	1,501,707
	Total Expenditures	$ 20,624,471	$ 22,819,573	$ 23,926,235	$ 10,892,803	$ 24,567,161

City of Miami Springs

General Fund - 001

Fiscal Year 2025/26

Revenue Projections Summary

Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26
Fund Balance	$ -	$ 34,828	$ 233,622	$ -	$ -
Locally Levied Taxes					
Property Taxes	$ 9,505,410	$ 10,496,039	$ 11,379,716	$ 9,448,578	$ 12,209,553
Utility Taxes	1,618,339	1,654,107	1,400,000	640,643	1,443,000
Local Communications Tax	350,739	331,409	346,000	133,176	355,000
Local Option Fuel Tax	380,474	382,363	380,000	186,515	355,000
City Business Tax	71,269	69,952	70,000	69,874	70,000
Subtotal	$ 11,926,231	$ 12,933,870	$ 13,575,716	$ 10,478,786	$ 14,432,553
Licenses & Permits	1,268,279	1,258,012	1,140,500	484,607	1,176,500
Intergovernmental	2,201,511	2,144,443	2,625,130	897,200	2,145,000
Charges for Services	1,697,329	2,270,710	3,567,400	1,936,561	3,895,150
Fines & Forfeitures	1,283,163	1,333,900	1,229,500	620,187	1,293,085
Miscellaneous	459,465	627,010	493,824	392,861	666,500
Loan Proceeds	500,000	107,687	-	-	-
Interfund Transfers In	1,373,022	1,067,838	910,000	455,000	810,000
Subtotal	$ 8,782,769	$ 8,809,600	$ 9,966,354	$ 4,786,416	$ 9,986,235
Total Revenues	$ 20,709,000	$ 21,778,298	$ 23,775,692	$ 15,265,202	$ 24,418,788

Expenditures Summary by Department

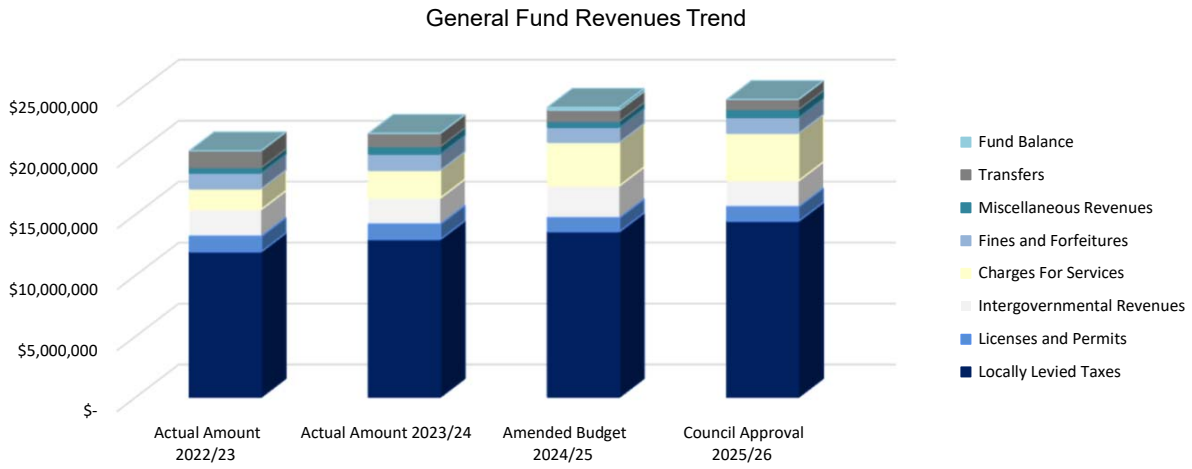
Object Code	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26
0101	City Council	$ 169,299	$ 193,187	$ 119,644	$ 52,843	$ 206,004
0201	City Manager	596,379	533,064	581,131	256,813	593,698
0601	City Attorney	223,485	273,368	275,976	90,208	253,755
0301-02	City Clerk/Passports	365,545	331,609	388,116	171,094	574,488
0501-02	Finance/Professional Services	881,621	903,793	995,443	452,405	974,345
0401	Human Resources	318,838	311,396	391,084	153,784	383,174
5301	Information Technology	405,963	425,134	345,346	217,443	410,550
0701	Planning	130,136	263,609	234,036	59,309	234,977
2001	Police	7,915,880	8,535,482	8,743,279	4,060,218	9,096,393
2401	Code Compliance	302,471	272,678	335,003	145,675	339,082
5701-05	Parks and Recreation	2,635,754	2,749,019	2,952,062	1,231,012	3,114,092
5401-07	Public Works	2,215,246	2,415,213	2,691,970	1,128,578	2,810,455
5706-08	Golf	1,772,498	2,672,230	2,653,413	1,308,261	2,955,895
	Total Operating Expenditures	$ 17,933,115	$ 19,879,782	$ 20,706,503	$ 9,327,643	$ 21,946,909
	Capital Outlay Expenditures	512,189	628,654	865,857	495,174	970,172
	Interfund Transfers Out	2,179,167	2,311,137	2,318,575	1,069,986	1,501,707
	Total Expenditures/Uses	$ 20,624,471	$ 22,819,573	$ 23,890,935	$ 10,892,803	$ 24,418,788
Ending Fund Balance		$ 84,529	$ (1,006,447)	$ 118,379	$ 4,372,399	$ 0

City of Miami Springs

General Fund - 001

Fiscal Year 2025/26

Revenue Projections Summary by Category



Object #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26
Locally Levied Taxes						
3110100	Ad Valorem Taxes-Current	$ 9,505,410	$ 10,496,039	$ 11,379,716	$ 9,448,578	$ 12,209,553
3124000	Local Option Fuel Tax	380,474	382,363	380,000	186,515	355,000
3141000	Utility Tax-Electric	1,316,861	1,331,653	1,150,000	516,480	1,193,000
3143000	Utility Tax-Water	257,821	261,069	200,000	101,134	200,000
3144000	Utility Tax-Gas	43,657	61,385	50,000	23,029	50,000
3150100	Local Communications Tax	350,739	331,409	346,000	133,176	355,000
3160100	City Business Tax	71,269	69,952	70,000	69,874	70,000
	Subtotal	$ 11,926,231	$ 12,933,870	$ 13,575,716	$ 10,478,786	$ 14,432,553
Licenses & Permits						
3231000	Franchise Fee-Electric	$ 1,042,476	$ 1,010,925	$ 927,000	$ 377,505	$ 953,000
3234000	Franchise Fee-Gas	44,974	52,963	32,000	20,219	40,000
3237000	Franchise Fee-Solid Waste	137,529	145,324	141,000	63,408	141,000
3291000	Other Fees	-	-	500	375	500
3291300	Zoning Review Fees	43,300	48,800	40,000	23,100	42,000
	Subtotal	$ 1,268,279	$ 1,258,012	$ 1,140,500	$ 484,607	$ 1,176,500
	CIP Reserve	-	-	-	-	-
Intergovernmental Revenues		14,928,454	15,912,640	16,322,716	11,674,079	$ 17,260,553
3351201	State Revenue Sharing	$ 690,239	$ 674,967	$ 665,639	$ 297,899	$ 680,000
3351500	Alcoholic Beverage License	9,747	9,013	10,000	175	10,000
3351700	Fuel Tax Refund	6,129	15,236	12,000	3,535	12,000
3351800	Half Cent Sales Tax	1,477,604	1,429,512	1,417,491	591,354	1,425,000
3372022	Grants	-	-	500,000	-	-
3160200	County Business Tax	17,792	15,715	20,000	4,237	18,000
	Subtotal	$ 2,201,511	$ 2,144,443	$ 2,625,130	$ 897,200	$ 2,145,000

City of Miami Springs

General Fund - 001

Fiscal Year 2025/26

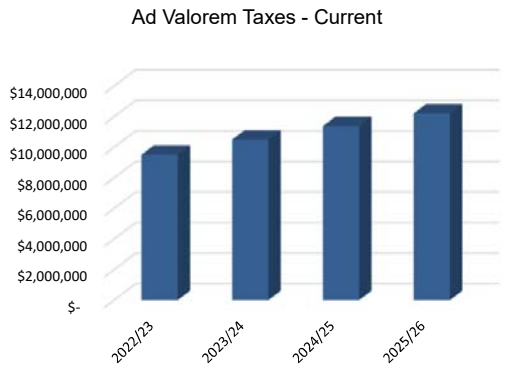
Revenue Projections Summary by Category

Object #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26
Charges For Services						
3421002	Police School Crossing Guards/Other	$ 19,153	$ 19,290	$ 18,000	$ 4,702	$ 18,000
3419500	Lien Search Fees	23,050	23,600	20,000	12,900	20,000
347XXXX	Parks & Recreation Fees	552,225	627,532	487,300	177,077	508,300
348XXXX	Golf Course Fees	1,073,230	1,582,995	2,972,100	1,734,400	3,171,600
349XXXX	Other Charges for Services	29,671	17,293	20,000	7,482	27,250
349XXXX	Passports	-	-	50,000	-	150,000
	Subtotal	$ 1,697,329	$ 2,270,710	$ 3,567,400	$ 1,936,561	$ 3,895,150
Fines & Forfeitures						
3511000	County Court Fines	$ 161,247	$ 193,465	$ 145,000	$ 92,429	$ 150,000
3510400	Code Violation Fines	113,580	67,150	50,000	56,853	60,000
3511501	Red Light Camera Program	985,894	1,059,027	1,000,000	462,139	950,000
3511504	School Zones Fines	-	-	-	-	113,085
351XXXX	Other Fines	22,442	14,258	34,500	8,766	20,000
	Subtotal	$ 1,283,163	$ 1,333,900	$ 1,229,500	$ 620,187	$ 1,293,085
Miscellaneous Revenues						
3611000	Interest Earnings	$ 192,459	$ 336,324	$ 225,574	$ 158,702	$ 225,000
362XXXX	Rent and Royalties	226,213	193,759	210,000	155,664	226,500
3650000	Sale of Assets	5,725	11,806	10,000	-	160,000
3660000	Donations	-	-	-	-	-
3699000	Misc. Revenues	35,068	85,121	48,250	78,495	55,000
	Subtotal	$ 459,465	$ 627,010	$ 493,824	$ 392,861	$ 666,500
Transfers						
3819145	Transfer from Building Fund	$ 407,153	$ 408,210	$ 450,000	$ 225,000	$ 450,000
3819310	Transfer from Capital Projects Fund	435,869	129,628	-	-	-
3819430	Transfer from Sanitation Fund	470,000	470,000	400,000	200,000	300,000
3819440	Transfer from Stormwater Fund	60,000	60,000	60,000	30,000	60,000
	Subtotal	$ 1,373,022	$ 1,067,838	$ 910,000	$ 455,000	$ 810,000
Loan Proceeds						
3841000	Loan Proceeds	$ 500,000	$ 107,687	$ -	$ -	$ -
	Subtotal	$ 500,000	$ 107,687	$ -	$ -	$ -
Fund Balance						
38989999	Carryover	$ -	$ 34,828	$ 233,622	$ -	$ -
	Subtotal	$ -	$ 34,828	$ 233,622	$ -	$ -
	Total General Fund Revenue	$ 20,709,000	$ 21,778,298	$ 23,775,692	$ 15,265,202	$ 24,418,788

City of Miami Springs

General Fund - 001
Fiscal Year 2025/26
Revenue Projection Rationale

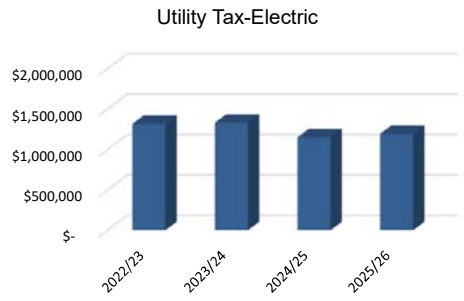
Object Code #	Category	Council Approval 2025/26	Comment
3110100	Ad Valorem Taxes-Current	$ 12,209,553	Ad Valorem or property taxes are authorized by Chapter 166, Florida Statutes. The Florida Constitution limits local governments to a maximum of 10 mills of Ad Valorem taxation. The amount of revenue is based on the tax rate multiplied by the assessed value of the City which is provided by the County Property Appraiser. The amount is then budgeted at 95% of its gross value to allow for prompt payment discounts and other adjustments in accordance with Florida Statutes. The City's assessed value as reported by the County Property Appraiser is $1,887,248,316. This amount is $141,089,585 or 8.1% more than last year. The ad valorem millage levy for fiscal year 2025/26 is recommended to be 6.81, which is lower than the 6.86 adopted last year. This will generate $12,209,553 compared to last year's amount of $11,379,716.
3124000	Local Option Fuel Tax	355,000	Based on State estimates and actual collections for the past year.



City of Miami Springs

General Fund - 001
Fiscal Year 2025/26
Revenue Projection Rationale

Object Code #	Category	Council Approval 2025/26	Comment
3141000	Utility Tax-Electric	1,193,000	Section 166.231(1)(A), Florida Statutes, authorizes a City to collect Public Service or Utility Taxes. The projection is based on actual collections for the past year.
3143000	Utility Tax-Water	200,000	Section 166.231(1)(A), Florida Statutes, authorizes a City to collect Public Service or Utility Taxes. The projection is based on actual collections for the past year.
3144000	Utility Tax-Gas	50,000	Section 166.231(1)(A), Florida Statutes, authorizes a City to collect Public Service or Utility Taxes. The projection is based on actual collections for the past year.
3149000	Communications Services Tax	355,000	Effective October 1, 2001, the Communications Services Tax replaced municipal utility taxes and franchise fees on all telecommunication, cable and other communication services. The projection is based on actual collections in the current fiscal year.
3161000	City Business Tax	70,000	Pursuant to Chapter 205, Florida Statutes, the City has adopted an ordinance imposing a business tax for the privilege of engaging in or managing any business, profession or occupation within the City. The amount budgeted is based on anticipated collections in the current fiscal year.



City of Miami Springs

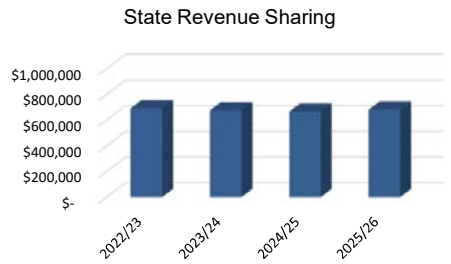
General Fund - 001
Fiscal Year 2025/26
Revenue Projection Rationale

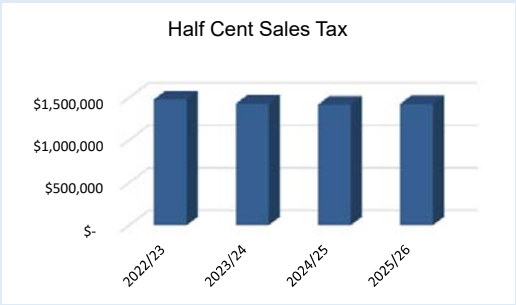
Object Code #	Category	Council Approval 2025/26	Comment
3231000	Franchise Fee-Electric	953,000	On July 14, 2003, the City adopted a new FPL Franchise Agreement (Ordinance No. 899-2003), which is anticipated to generate additional revenue for the City. The amount budgeted is based on anticipated collections in the current fiscal year.
3234000	Franchise Fee-Gas	40,000	A City may charge gas companies for the use of its rights-of -way per Florida Statutes 166.021 and 337.401. The projected amount is based on historical collections.
3237100	Franchise Fee-Solid Waste	141,000	The City issues solid waste franchises to the private sector for all areas of the City. In addition a fee of 10.5% was adopted for the private waste haulers. The amount projected is based on historical collections.
3291000	Other Fees	500	Fees charged for the various zoning reviews.
3291300	Zoning Review Fees	42,000	Fees charged for the various zoning reviews.

City of Miami Springs

General Fund - 001
Fiscal Year 2025/26
Revenue Projection Rationale

Object Code #	Category	Council Approval 2025/26	Comment
3351200	State Revenue Sharing	680,000	Revenues received in this category represent base cigarette tax and 8th cent motor fuel tax which are levied by the State. The amount budgeted is conservative and considers the actual collections in the current fiscal year and projected activity for next year.
3351500	Alcoholic Beverage License	10,000	Various alcoholic beverage license taxes are levied on manufacturers, distributors, vendors and sales agents of alcoholic beverages in the State. The tax is collected by the State and distributed back to the City.
3351700	Fuel Tax Refund	12,000	The City receives reimbursement from the State for fuel taxes based on usage reports.
3351800	Half Cent Sales Tax	1,425,000	This revenue source represents ½ of the revenue generated by the additional 1% sales tax which is distributed to counties and cities based on a per capita formula. The amount budgeted is conservative and considers the actual collections in the current fiscal year and projected activity for next year.





City of Miami Springs

General Fund - 001
Fiscal Year 2025/26
Revenue Projection Rationale

Object Code #	Category	Council Approval 2025/26	Comment
3382000	County Business Tax	18,000	All businesses in the City must pay a County Business Tax in addition to the City's Business Tax to operate a business within the County's corporate limits. A portion of the County's revenues are remitted to the City.
3421002	Police School Crossing Guards	18,000	The City receives reimbursement from MDC for crossing guards.
3419500	Lien Search Fees	20,000	Revenue resulting from requests for City lien searches
347XXXX	Parks & Recreation Fees	508,300	Fees charged for all parks and recreation activities and various programs.
348XXXX	Golf Course Fees	3,171,600	Fees charged for the various activities at the Golf Course.
349XXXX	Other Charges for Services	27,250	Fees for other services the City provides to the residents.
349XXXX	Passports	150,000	Fees for other services the City provides to the residents.
3511000	County Court Fines	150,000	The City receives a portion of the revenues resulting from traffic enforcement activities within its City limits.
3510400	Code Violation Fines	60,000	Revenues in this category are generated when the owner of property within the City limits violates a City code.
3511501	Red Light Camera Program	950,000	Revenues generated from the Intersection Safety Camera Program. Projection is based on historical data.
3511504	School Zones Fines	113,085	Revenues generated from the School Zones Fines is based on estimated data.
351XXXX	Other Fines	20,000	Revenues in this category are generated from disabled parking tickets and red light hearing fees.
3611000	Interest Earnings	225,000	Determining factors in forecasting revenue for this line item are the anticipated interest rate and the amount of pooled dollars available for investment.
362XXXX	Rent and Royalties	226,500	Revenues in this account are from the cellular tower, MDC Fire, MDC library and bus benches.
3650000	Sale of Assets	160,000	Revenue resulting from the sale of old/obsolete and surplus assets.
3699000	Misc. Revenues	55,000	Any other revenues not otherwise classified.
3819145	Transfer from Building Fund	450,000	This amount represents the costs for the services that are provided to the Building Fund from the Departments in the General Fund.
3819430	Transfer from Sanitation Fund	300,000	This amount represents the costs for the services that are provided to the Sanitation Fund from the Departments in the General Fund.
3819440	Transfer from Stormwater Fund	60,000	This amount represents the costs for the services that are provided to the Stormwater Fund from the Departments in the General Fund.
	Total Revenues	**$ 24,418,788**	

City of Miami Springs

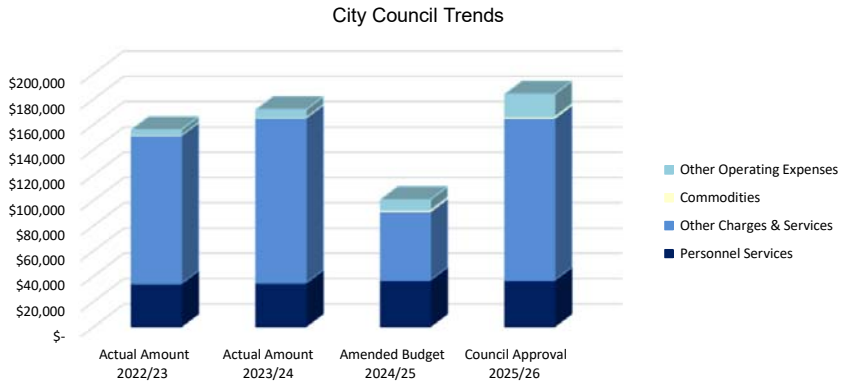
City Council

Fiscal Year 2025/26

Departmental Budget Summary

Department Description

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



Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26
1000/2999	Personnel Services	$ 33,913	$ 34,317	$ 36,634	$ 17,134	36,594
3000/3999	Contractual Services	13,720	21,724	19,380	7,299	22,380
4000/4999	Other Charges & Services	117,161	130,636	54,230	23,306	128,130
5000/5399	Commodities	124	357	1,250	9	1,250
5400/5499	Other Operating Expenses	4,381	6,153	8,150	5,095	17,650
	Total Expenditures	$ 169,299	$ 193,187	$ 119,644	$ 52,843	206,004

City of Miami Springs

City Council

Fiscal Year 2025/26

001-0101-511

Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26	$ Change	% Change
Personnel Services								
1200	Council Salaries	$ 31,425	$ 31,800	$ 31,800	$ 15,900	$ 31,800	$ -	0.00%
2100	FICA	2,404	2,433	4,750	1,216	4,750	-	0.00%
2301	Health, Life & Disability	-	-	-	-	-	-	0.00%
2400	Workers' Compensation	84	84	84	18	43	(41)	-48.33%
	Subtotal	$ 33,913	$ 34,317	$ 36,634	$ 17,134	36,594	(40)	-0.11%
Contractual Services								
3400	Other Cont. Services	13,720	21,724	19,380	7,299	$ 22,380	3,000	15.48%
	Subtotal	$ 13,720	$ 21,724	$ 19,380	$ 7,299	$ 22,380	(14,425)	-74.43%
Other Charges & Services								
4000	Travel & Per Diem	$ 12,972	$ 11,069	$ 12,300	$ 5,760	$ 23,200	10,900	88.62%
4101	Communication Services	8,322	6,056	4,280	1,782	4,280	-	0.00%
4700	Printing & Binding	548	1,769	3,250	63	3,450	200	6.15%
4800	Advertising and Promotions	95,319	111,742	34,400	15,701	97,200	62,800	182.56%
	Subtotal	$ 117,161	$ 130,636	$ 54,230	$ 23,306	128,130	73,900	136.27%
Commodities								
5100	Office Supplies	$ 74	$ 357	$ 750	$ -	$ 750	-	0.00%
5200	Operating Supplies	50	-	500	9	500	-	0.00%
	Subtotal	$ 124	$ 357	$ 1,250	$ 9	1,250	-	0.00%
Other Operating Expenses								
5400	Subscriptions & Memberships	$ 1,918	$ 5,842	$ 5,600	$ 5,023	$ 15,100	9,500	169.64%
5800	Training	110	75	500	-	500	-	0.00%
5900	Miscellaneous	2,353	236	2,050	72	2,050	-	0.00%
	Subtotal	$ 4,381	$ 6,153	$ 8,150	$ 5,095	$ 17,650	9,500	116.56%
							Overall	
	Total City Council	$ 169,299	$ 193,187	$ 119,644	$ 52,843	206,004	$ 86,360	72.18%

Personnel Summary						Change
Mayor	1.0	1.0	1.0	1.0	1.0	-
Councilmember	1.0	1.0	1.0	1.0	1.0	-
Councilmember	1.0	1.0	1.0	1.0	1.0	-
Councilmember	1.0	1.0	1.0	1.0	1.0	-
Councilmember	1.0	1.0	1.0	1.0	1.0	-
Department Total	5.0	5.0	5.0	5.0	5.0	-

City of Miami Springs

City Council

Fiscal Year 2025/26

Budget Justifications

Object Code #	Category	Council Approval 2025/26	Comment
1210	Council Salaries	$ 31,800	(1) Mayor & (4) Councilmembers
2101	FICA	4,750	Social Security & Medicare taxes
2301	Health, Life & Disability	-	Estimated annual employee costs for health, dental, life insurance benefits
2401	Workers' Compensation	43	Allocated cost of workers' compensation premiums paid
3400	Other Cont. Services	22,380	Zoom, Comcast Internet, Full Moon A/V Services
4000	Travel & Per Diem	23,200	Tallahassee Trips, Dade Days, MDCLC&FLC Events, DC Federal FlyupNMLC Events
4101	Communication Services	4,280	Includes all of Council's Phones and Tablets
4700	Printing & Binding	3,450	Includes Business Cards, Proclamation Frames, Trophy World Awards, General Frames
4800	Advertising and Promotions	97,200	Circle Events, Stafford Golf Tourn., Employee Holiday Lunch, Police Appreciation Dinner, Optimist BBQ Donation, Classic Car Show, Community Shred Day, Historical Society Storage Fees, Promotional Goods for Events, Centennial Events
5100	Office Supplies	750	Supplies: Folders, pens, pencil, supplies Council Mtg. Supplies
5200	Operating supplies	500	Cell phone tablet cables, cases, and miscellaneous
5410	Subscriptions & Memberships	15,100	FLC, MDCLC, NLCM
5800	Training	500	IEO trainings
5900	Miscellaneous	2,050	Shirts, Professional Photos
	Total City Council	$ 206,004	

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

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

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

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

City of Miami Springs

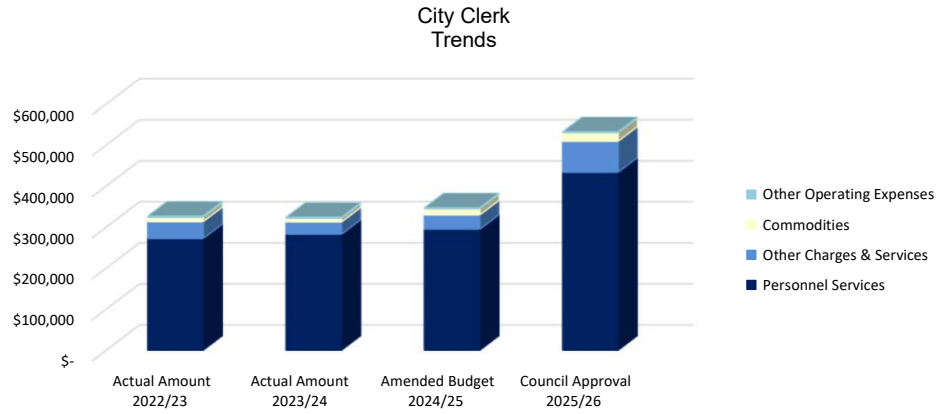
City Clerk

Fiscal Year 2025/26

Departmental Budget Summary

Department Description

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



Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26
1000/2999	Personnel Services	$ 272,179	$ 282,511	$ 294,721	$ 138,872	$ 433,635
3000/3999	Contractual Services	38,929	7,905	41,400	8,440	42,400
4000/4999	Other Charges & Services	41,052	29,730	34,940	18,856	75,403
5000/5399	Commodities	10,679	9,067	14,750	4,622	20,850
5400/5499	Other Operating Expenses	2,706	2,396	2,305	304	2,200
	Total Expenditures	$ 365,545	$ 331,609	$ 388,116	$ 171,094	$ 574,488

City of Miami Springs

City Clerk

Fiscal Year 2025/26

001-0301-513

Object Code #	Category	458,911	380,707	481,511	203,316	715,341	$ Change	% Change
Personnel Services								
1200	Employee Salaries	$ 195,892	$ 210,190	$ 221,880	$ 102,765	$ 252,715	$ 30,835	13.90%
1300	Part Time Salaries	-	-	-	-	-	-	0.00%
1400	Overtime	1,996	1,600	-	1,196	-	-	0.00%
2100	FICA	14,265	15,897	16,974	7,953	19,333	2,359	13.90%
2201	Pension	18,603	19,305	23,120	11,570	26,560	3,440	14.88%
2301	Health, Life & Disability	40,943	35,003	32,165	15,280	31,960	(205)	-0.64%
2400	Workers' Compensation	480	516	582	108	345	(237)	-40.72%
	Subtotal	$ 272,179	$ 282,511	$ 294,721	$ 138,872	$ 330,913	36,192	12.28%
Contractual Services								
3400	Other Cont. Services	$ 38,929	$ 7,905	$ 41,400	$ 8,440	$ 42,400	1,000	2.42%
	Subtotal	$ 38,929	$ 7,905	$ 41,400	$ 8,440	$ 42,400	1,000	2.42%
Other Charges & Services								
4000	Travel & Per Diem	$ 3,039	$ 2,319	$ 3,500	$ 1,039	$ 4,000	500	14.29%
4101	Communication Services	3,897	3,404	3,331	1,934	3,331	-	0.00%
4103	Postage	-	-	800	-	-	(800)	-100.00%
4402	Rentals and Leases	4,490	2,736	2,850	1,185	2,850	-	0.00%
4530	Insurance	5,055	3,640	5,159	2,352	4,372	(787)	-15.25%
4650	R&M	2,800	-	6,200	350	7,700	1,500	24.19%
4700	Printing & Binding	2,840	7,305	6,100	5,245	6,100	-	0.00%
4800	Advertising and Promotions	18,931	10,326	7,000	6,751	8,000	1,000	14.29%
	Subtotal	$ 41,052	$ 29,730	$ 34,940	$ 18,856	$ 36,353	1,413	4.04%
Commodities								
5100	Office Supplies	$ 2,947	$ 4,255	$ 7,600	$ 2,073	$ 7,600	-	0.00%
5200	Operating Supplies	7,732	4,812	7,150	2,549	6,650	(500)	-6.99%
	Subtotal	$ 10,679	$ 9,067	$ 14,750	$ 4,622	$ 14,250	(500)	-3.39%
Other Operating Expenses								
5410	Subscriptions & Memberships	$ 2,042	$ 1,960	$ 1,305	$ 304	$ 1,200	(105)	-8.05%
5800	Training	664	436	1,000	-	1,000	-	0.00%
	Subtotal	$ 2,706	$ 2,396	$ 2,305	$ 304	$ 2,200	(105)	-4.56%
							Overall	
	Total City Clerk	$ 365,545	$ 331,609	$ 388,116	$ 171,094	$ 426,116	$ 38,000	9.79%

Passports Division (0302)

Personnel Services								
1200	Employee Salaries	$ -	$ -	$ -	$ -	$ 52,235	52,235	100.00%
1300	Part Time Salaries	-	-	-	-	35,360	35,360	100.00%
1400	Overtime	-	-	-	-	-	-	0.00%
2100	FICA	-	-	-	-	6,701	6,701	0.00%
2201	Pension	-	-	-	-	5,490	5,490	0.00%
2301	Health, Life & Disability	-	-	-	-	2,817	2,817	0.00%
2400	Workers' Compensation	-	-	-	-	119	119	0.00%
	Subtotal	$ -	$ -	$ -	$ -	$ 102,722	102,722	100.00%
Other Charges & Services								
4103	Postage	$ -	$ -	$ -	$ -	$ 20,000	20,000	100.00%
4301	Utilities	-	-	-	-	2,250	2,250	100.00%
4402	Rentals and Leases	-	-	-	-	16,800	16,800	100.00%
	Subtotal	$ -	$ -	$ -	$ -	$ 39,050	39,050	100.00%
Commodities								
5100	Office Supplies	$ -	$ -	$ -	$ -	$ 3,300	3,300	100.00%
5200	Operating Supplies	-	-	-	-	3,300	3,300	100.00%
	Subtotal	$ -	$ -	$ -	$ -	$ 6,600	6,600	100.00%
							Overall	
	Total Passports	$ -	$ -	$ -	$ -	$ 148,372	$ 148,372	100.00%

Personnel Summary						Change
City Clerk	1.0	1.0	1.0	1.0	1.0	-
Deputy City Clerk/Public Information Officer	1.0	1.0	1.0	1.0	1.0	-
Admin. Asst to City Clerk	0.75	0.75	0.75	0.75	0.75	-
Lead Passport Acceptance Agent	-	-	-	-	1.00	1
Passport Acceptance Agent	-	-	-	-	0.50	0.50
Receptionist	-	1.0	-	-	-	-
Department Total	2.75	3.75	2.75	2.75	4.25	1.50

City of Miami Springs

City Clerk's Office

Fiscal Year 2025/26

Budget Justifications

Object Code #	Category	Council Approval 2025/26	Comment
1200	Employee Salaries	$ 252,715	(1) City Clerk, (1) Deputy City Clerk & (1) Assistant to the City Clerk (Allocated 25% with to the Planning Department)
1300	Part Time Salaries	-	(1) Part Time Clerk for passports
1400	Overtime	-	Estimated overtime costs
2101	FICA	19,333	Social Security & Medicare taxes
2201	Pension	26,560	Estimated pension contribution paid by the City for each full-time General employee
2301	Health, Life & Disability	31,960	Estimated annual employee costs for health, dental, life insurance benefits
2400	Workers' Compensation	345	Allocated cost of workers' compensation premiums paid
3400	Other Cont. Services	42,400	2025 Election, storage, shred day onsite, scanning
4000	Travel & Per Diem	4,000	FACC Conferences Fall & Summer for staff
4101	Communication Services	3,331	City Clerk Cell Phone
4103	Postage	-	Postage
4402	Rentals and Leases	2,850	Toshiba Supplies
4530	Insurance	4,372	General liability, automotive, and property insurance
4650	R&M	7,700	Laserfiche ADS Maintenance & Licenses, CivicPlus, CP Agenda Mgmt
4700	Printing & Binding	6,100	Municode Codification, Ordinance on Web, Municode on Internet
4800	Advertising and Promotions	8,000	Gazette, Herald
5100	Office Supplies	7,600	Staples, Office Depot, Copy Paper for City (All Departments)
5200	Operating Supplies	6,650	Toshiba Copier Rental/Printers/Copies, ReadyFresh Water, Simplifile, AllSigns
5410	Subscriptions & Memberships	1,200	FACC, IIMC, MDCMCA, Miami Herald
5800	Training	1,000	Seminars and Trainings
	Total City Clerk's Office	$ 426,116	

City Clerk's Office
Fiscal Year 2025/26
Budget Justifications

Object Code #	Category	Council Approval 2025/26	Comment
Passports			
1200	**Employee Salaries**	$ **52,235**	(1) Full Time Clerk for passports
1300	**Part Time Salaries**	**35,360**	(1) Part Time Clerk for passports
1400	**Overtime**	**-**	Estimated overtime costs
2101	**FICA**	**6,701**	Social Security & Medicare taxes
2201	**Pension**	**5,490**	Estimated pension contribution paid by the City for each full-time General employee
2301	**Health, Life & Disability**	**2,817**	Estimated annual employee costs for health, dental, life insurance benefits
2400	**Workers' Compensation**	**119**	Allocated cost of workers' compensation premiums paid
4103	**Postage**	**20,000**	Postage
4301	**Utilities**	**2,250**	Office space utilities
4402	**Rentals and Leases**	**16,800**	Office space rent
5100	**Office Supplies**	**3,300**	Staples, Office Depot
5200	**Operating Supplies**	**3,300**	Various operating supplies
	Total Passports	$ **148,372**	

City of Miami Springs

City Clerk's Office

Fiscal Year 2025/26

Goals, Objectives and Accomplishments

1. Compile and distribute all agenda documents for the City Council meetings, special meetings, and advisory boards and transcribe accurate minutes of all proceedings.
2. Create and maintain accurate minutes of all meetings held by the City Council in its legislative and quasi-judicial capacity.
3. Publish and post all notices of public proceedings as required.
4. Act as the records custodian for the City and disseminate information to the public as necessary.
5. Serve as Supervisor of Elections for the City's local elections.
6. Create, maintain, and monitor list of Citywide scanning projects with all departments to ensure completion and compliance.
7. Distribute “Welcome Packet” to new members of advisory boards that include purpose, rules and procedures for boards as directed by the City Code.
8. Continue to maintain an organized public records management system, utilizing document imaging as appropriate, in order to provide public records in a timely and reasonable manner.
9. Continue to administer the review the codification of the City Charter and Code through contract with Municipal Code Corporation.
10. Continue to provide assistance to all departments concerning City needs.

Performance Measures and Scorecard

	Performance Measures	City Clerk's Objective(s)	Actual 2022/23	Actual 2023/24	Projected 2024/25	Estimate 2025/26
Workload Measures	Council Paper Agenda Packets	1	32	28	28	30
	Council Electronic Agenda Packets	1	32	28	28	30
	Public Records Request Processed	4	350	400	450	500
	Legal Ads Published	3	32	28	25	30
	Council Meetings Attended	1	32	28		30
	Council Minutes Transcribed	2	32	28	28	30
	Summary Actions Prepared	1	7	14	12	15
	Bid Openings Witnessed	10	4	5	2	3
	Elections Supervised	5	1	-	1	-
	Documents Notarized	10	628	705	700	750
	Codified Ordinance Supplements	9	2	1	2	2
	Ordinances Adopted	1	3	6	5	5
	Resolutions Adopted	1	70	96	60	75
	Vehicle Tag and Title Applications	10	5	7	10	10
	News bulletin Preparation	10	12	12	12	12
	Advisory Board Meetings Attended	1	38	41	40	40
	Advisory Board Meetings Transcribed	1	38	41	40	40
	Advisory Board - Attendance Reports	1	38	41	40	40
	Proclamations, Certificates and Awards	1	80	89	75	80
	Public Notices Posted - Clerk	3	70	75	70	70
	Release of Liens Executed	10	59	25	25	25
	Number of Documents Shredded (in Cu. Ft.)	6, 8	500	500	500	500
	Number of Documents Scanned	6, 8	811,207	1,082,074	1,003,087	1,000,000
	Website Updates	10	483	174	180	190
	Passports Processed		-	-	1005 (Apr)	2000
	Photos Taken		-	-	600	1000

City of Miami Springs

Office of the City Manager
Fiscal Year 2025/26
Departmental Budget Summary

Department Description

In order to ensure the Quality of Life the residents of Miami Springs have historically enjoyed; the Mission of the Office of the City Manager is to protect that quality and manage change through the following:
To provide the most effective means of implementing the policies of the City Council and delivering Personnelized services to the residents of Miami Springs, all within a budget that emphasizes fiscal constraint; to direct and oversee the activities of the various department directors to ensure the activities of their staff reflect this vision; and to foster an atmosphere that inspires creative solutions to the various issues we face daily.

Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26
1000/2999	Personnel Services	$ 455,857	$ 403,583	$ 413,523	$ 193,926	$ 426,285
3000/3999	Contractual Services	109,287	96,000	117,000	45,000	117,000
4000/4999	Other Charges & Services	21,768	23,677	40,158	12,808	39,963
5000/5399	Commodities	7,977	5,982	5,500	2,981	5,500
5400/5499	Other Operating Expenses	1,490	3,822	4,950	2,098	4,950
	Total Expenditures	$ 596,379	$ 533,064	$ 581,131	$ 256,813	$ 593,698

City of Miami Springs

Office of the City Manager

Fiscal Year 2025/26

001-0201-512

Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26	$ Change	% Change
Personnel Services								
1200	Employee Salaries	$ 361,726	$ 307,132	$ 316,301	$ 146,768	$ 325,995	$ 9,694	3.06%
2100	FICA	22,268	23,623	24,197	10,218	24,939	742	3.07%
2201	Pension	47,848	39,812	41,246	21,342	42,626	1,380	3.35%
2301	Health, Life & Disability	23,403	32,248	30,949	15,442	32,280	1,331	4.30%
2400	Workers' Compensation	612	768	830	156	445	(385)	-46.39%
	Subtotal	$ 455,857	$ 403,583	$ 413,523	$ 193,926	$ 426,285	12,762	3.09%
Contractual Services								
3100	Prof. Services	$ 109,287	$ 96,000	$ 117,000	$ 45,000	$ 117,000	-	0.00%
	Subtotal	$ 109,287	$ 96,000	$ 117,000	$ 45,000	$ 117,000	-	0.00%
Other Charges & Services								
4000	Travel & Per Diem	$ 9,015	$ 13,551	$ 17,600	$ 7,290	$ 18,600	1,000	5.68%
4002	Car Allowance	-	-	9,600	-	9,600	-	0.00%
4101	Communication Services	6,338	4,726	4,600	2,170	4,600	-	0.00%
4103	Postage	-	-	82	-	82	-	0.00%
4402	Rentals and Leases	-	-	440	-	440	-	0.00%
4530	Insurance	6,415	5,400	7,836	3,348	6,641	(1,195)	-15.25%
	Subtotal	$ 21,768	$ 23,677	$ 40,158	$ 12,808	$ 39,963	(195)	-0.49%
Commodities								
5100	Office Supplies	$ -	$ -	$ 500	$ -	$ 500	-	0.00%
5200	Operating Supplies	7,977	5,982	5,000	2,981	5,000	-	0.00%
	Subtotal	$ 7,977	$ 5,982	$ 5,500	$ 2,981	$ 5,500	-	0.00%
Other Operating Expenses								
5410	Subscriptions & Memberships	$ 1,490	$ 3,087	$ 4,450	$ 2,098	$ 4,450	-	0.00%
5800	Training	-	735	500	-	500	-	0.00%
	Subtotal	$ 1,490	$ 3,822	$ 4,950	$ 2,098	$ 4,950	-	0.00%
							Overall	
	Total City Manager	$ 596,379	$ 533,064	$ 581,131	$ 256,813	$ 593,698	$ 12,567	2.16%

	Personnel Summary					Change
City Manager	1.0	1.0	1.0	1.0	1.0	-
Assistant City Manager	1.0	1.0	1.0	1.0	1.0	-
Department Total	2.00	2.00	2.00	2.00	2.00	-

City of Miami Springs

Office of the City Manager

Fiscal Year 2025/26

Budget Justifications

Object Code #	Category	Council Approval 2025/26	Comment
1201	Employee Salaries	$ 325,995	(1) City Manager, & (1) Assistant City Manager
2101	FICA	24,939	Social Security & Medicare taxes
2201	Pension	42,626	Estimated pension contribution paid by the City for each full-time General employee
2301	Health, Life & Disability	32,280	Estimated annual employee costs for health, dental, life insurance benefits
2401	Workers' Compensation	445	Allocated cost of workers' compensation premiums paid
3100	Prof. Services	117,000	Federal Lobbyist ($36,000) , Local Lobbyist ($45,000), Bell Tower Grant Writer ($36,000)
4000	Travel & Per Diem	18,600	ICMA Conference, FCCMA Conference and Legislative Sessions (Tallahassee)
4041	Car Allowance	9,600	Car Allowance
4101	Communication Services	4,600	DMS Div. of Communications- SunCom ($435) and Verizon Wireless ($1030), Comcast Internet- CM ($1700), Cable ($1440) for department
4103	Postage	82	Pitney Bowes Postage
4420	Leased Equipment	440	Pitney Bowes Lease ($17), Toshiba Printers ($420)
4530	Insurance	6,641	General liability, automotive, and property insurance
5100	Office Supplies	500	General office supplies
5200	Operating Supplies	5,000	Costs associated with day to day work Toshiba Desktop printers
5410	Subscriptions & Memberships	4,450	Memberships for the following: Florida City & County Manager's Association- FCCMA ($453.00), International City Management Association- ICMA ($1200.00), Miami-Dade City & County Management Association ($1000.00), ASCAP ($434.00) & other miscellaneous subscriptions.
5800	Training	500	Continuing Education Classes and Trainings
	Total Office of the City Manager	$ 593,698	

City of Miami Springs

Office of the City Manager

Fiscal Year 2025/26

Goals, Objectives and Accomplishments

1. Provide completed reports and recommendations on a timely basis upon which the City Commission can make policy decisions
2. Prepare and submit budget to the City Council by August of each year
3. Provide effective and Professional administrative policies and programs
4. Effectively administer the budget priorities and goals established by the City Council
5. Provide leadership in the daily administration of the City government and assure fair, friendly and consistent treatment to all employees, residents and other customers of the C
6. Continue to pursue the improvement of existing recreation facilities and identify those facilities that have outlived their useful life.
7. Continue to work with the Council on our strategic plan so that the City may engage in longer term planning and budgeting for future growth.
8. Review all agenda items submitted by the departments for Council approval.
9. Consult with the City Attorney on a regular basis to ensure that proposed courses of action are within the law.
10. Provide timely responses to questions and concerns to both Council and residents.
11. Consider minimal rate increases in revenue producing activities such as the driving range, cart rentals, greens fees, aquatic center admissions, tennis center admissions, etc., so that the users of these facilities share a greater cost for such use.
12. Continue in a more pro-active role with our new downtown, NW 36th Street and Abraham Districts.
13. Meet with business and property owners of our commercial districts to listen to their concerns and identify those areas where the City can be of assistance.
14. Review all past marketing and revitalization studies to glean the proper information common to each as they relate to the formulation of solutions offered by the downtown improvements consultant.
15. Finalize a comprehensive plan for our recreation facilities that will best achieve a maximization of personnel and minimize the duplication of functions.
16. Continue to reduce costs and increase revenues
17. Oversee capital projects

Performance Measures and Scorecard

	Performance Measures	City Manager's Objective(s)	Actual 2022/23	Actual 2023/24	Projected 2024/25	Estimate 2025/26
Workload Measures	Number of resolutions reviewed	8	80	80	As needed	As needed
	Number of ordinances reviewed	8	6	6	As needed	As needed
	Citizen requests and inquires	5, 10	Ongoing	Ongoing	Ongoing	Ongoing
	% of General Fund actual revenues to budgeted revenues	2, 4, 5, 16	100%	96%	98%	99%
	% of General Fund actual expenditures to budgeted expenditures	2, 4, 5, 16	100%	98%	98%	98%
	Debt service as a % of General Fund expenditures	2, 4, 5, 16	7%	8%	8%	9%
	Fund balance as a % of annual General Fund expenditures	2, 4, 5, 16	25%	22%	25%	25%
	Direct debt per capital	2, 4, 5, 16	$967	$864	$875	$875
	% Increase (Decrease) in millage rate from prior year	2, 4, 5, 16	-4%	0%	-0.7%	-0.7%

City of Miami Springs

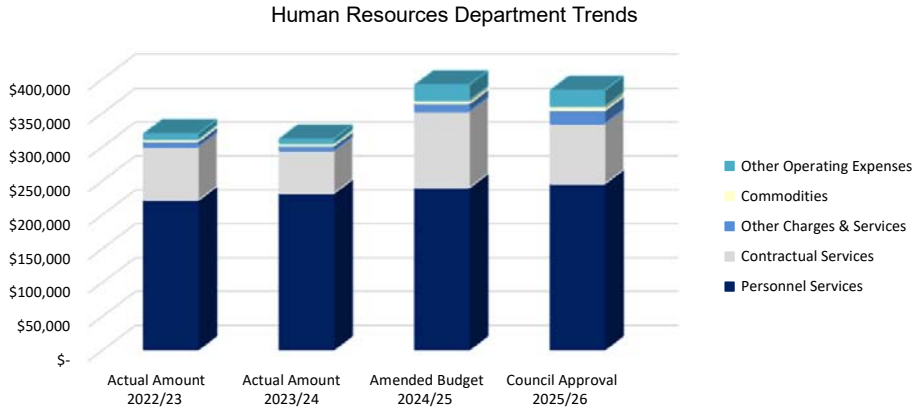
Human Resources Department

Fiscal Year 2025/26

Departmental Budget Summary

Department Description

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



Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26
1000/2999	Personnel Services	$ 220,512	$ 230,762	$ 239,130	$ 111,414	$ 244,869
3000/3999	Contractual Services	79,024	62,709	112,638	28,683	88,900
4000/4999	Other Charges & Services	8,009	7,425	11,580	4,093	19,335
5000/5399	Commodities	3,314	3,543	4,846	1,702	6,220
5400/5499	Other Operating Expenses	7,979	6,957	22,890	7,892	23,850
	Total Expenditures	$ 318,838	311,396	$ 391,084	$ 153,784	$ 383,174

City of Miami Springs

Human Resources Department

Fiscal Year 2025/26

001-0401-513

Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26	$ Change	% Change
Personnel Services								
1200	Employee Salaries	$ 160,178	$ 167,052	$ 172,535	$ 79,925	$ 177,665	$ 5,130	2.97%
2100	FICA	11,403	11,854	13,199	5,724	13,591	392	2.97%
2201	Pension	20,793	21,475	22,991	11,487	23,732	741	3.22%
2301	Health, Life & Disability	27,742	29,961	29,952	14,194	29,638	(314)	-1.05%
2400	Workers' Compensation	396	420	453	84	243	(210)	-46.36%
	Subtotal	$ 220,512	$ 230,762	$ 239,130	$ 111,414	$ 244,869	5,739	2.40%
Contractual Services								
3100	Prof. Services	$ 49,917	$ 60,887	$ 90,199	$ 28,322	$ 52,400	(37,799)	-41.91%
3400	Other Cont. Services	29,107	1,822	22,439	361	36,500	14,061	62.66%
	Subtotal	$ 79,024	$ 62,709	$ 112,638	$ 28,683	$ 88,900	(23,738)	-21.07%
Other Charges & Services								
4000	Travel & Per Diem	$ -	$ -	$ 1,520	$ 1,299	$ 1,520	-	0.00%
4101	Communication Services	2,512	2,929	3,047	-	3,047	-	0.00%
4103	Postage	-	-	245	-	245	-	0.00%
4402	Rentals and Leases	-	1,247	1,467	970	1,467	-	0.00%
4530	Insurance	4,116	2,949	3,571	1,824	3,026	(545)	-15.26%
4650	R&M	1,300	-	1,430	-	1,430	-	0.00%
4701	Printing & Binding	-	-	-	-	7,200	7,200	100.00%
4800	Advertising and Promotions	81	300	300	-	1,400	1,100	366.67%
	Subtotal	$ 8,009	$ 7,425	$ 11,580	$ 4,093	$ 19,335	7,755	66.97%
Commodities								
5100	Office Supplies	$ 855	$ 740	$ 1,120	$ 419	$ 1,120	-	0.00%
5200	Operating Supplies	2,459	2,803	3,726	1,283	5,100	1,374	36.88%
	Subtotal	$ 3,314	$ 3,543	$ 4,846	$ 1,702	$ 6,220	1,374	28.35%
Other Operating Expenses								
5400	Subscriptions & Memberships	$ 1,041	$ 500	$ 1,690	$ 392	$ 2,650	960	56.80%
5800	Training	6,938	6,457	21,200	7,500	21,200	-	0.00%
	Subtotal	$ 7,979	$ 6,957	$ 22,890	$ 7,892	$ 23,850	960	4.19%
							Overall	
	Total Human Resources	$ 318,838	$ 311,396	$ 391,084	$ 153,784	$ 383,174	$ (7,910)	-2.02%

Personnel Summary						Change
Human Resources Director	1.0	1.0	1.0	1.0	1.0	-
Human Resources Specialist II	1.0	1.0	1.0	1.0	1.0	-
Department Total	2.00	2.00	2.00	2.00	2.00	-

City of Miami Springs

Human Resources Department

Fiscal Year 2025/26

Budget Justifications

Object Code #	Category	Council Approval 2025/26	Comment
1200	Employee Salaries	$ 177,665	(1) Human Resources Director & (1) Human Resources Assistant
2100	FICA	13,591	Social Security & Medicare taxes
2201	Pension	23,732	Estimated pension contribution paid by the City for each full-time General employee
2301	Health, Life & Disability	29,638	Estimated annual employee costs for health, dental, life insurance benefits
2400	Workers' Compensation	243	Allocated cost of workers' compensation premiums paid
3100	Prof. Services	52,400	$22k benefits consulting, drug testing, background checks, employment verification
3400	Other Cont. Services	36,500	HR automation, online testing services, hiring, onboarding, forms, benefits admin, and other HRIS functions.
4000	Travel & Per Diem	1,520	Training conference travel
4101	Communication Services	3,047	Phone and shared IT services costs
4103	Postage	245	Postage
4402	Rentals and Leases	1,467	Storage unit
4530	Insurance	3,026	General liability, automotive, and property insurance
4650	R&M	1,430	Fingerprinting software maintenance agreement
4701	Printing & binding	7,200	Printing and binding employee handbook, police office & sgt contract, police lt contract
4800	Advertising and Promotions	1,400	Recruitment/Recognition promotional items; service pins
5100	Office Supplies	1,120	General office supplies
5200	Operating Supplies	5,100	Application materials, testing accessories, books, notary supplies, rubber stamps, business cards, uniforms, legal posters, computer equipment, accessories,, etc.
5400	Subscriptions & Memberships	2,650	SHRM, FPHRA, FPELRA, HRCI, IPMA-HR, ASPA, HR Legal Reporter, AI, Grammar, Document Comparison, audio transcription subscriptions
5800	Training	21,200	Includes $17,500 tuition reimbursement program
	Total Human Resources	$ 383,174	

City of Miami Springs

Human Resources

Fiscal Year 2025/26

Goals, Objectives and Accomplishments

1. Expand the City's outreach efforts to reach a diverse group of competent workers when recruiting for position vacancies.
2. Increase efficiency and effectiveness in HR operations through the increased use of technology.
3. Reduce the severity and frequency of workers' compensation losses through safety programs and procedures.
4. Implement initiatives regarding performance appraisals, employee recognition, benefits administration, and an employee handbook.
5. Take measures to maintain a low employee turnover rate for organizational stability and effectiveness.
6. Continue to develop and maintain effective and positive employee relations.
7. Maintain City compliance with employment laws, including any new regulations and statutes.

Performance Measures and Scorecard

	Performance Measures	Human Resources Objective(s)	Actual 2022/23	Actual 2023/24	Projected 2024/25	Estimate 2025/26
Workload Measures	Average time to fill full-time general vacancies	45 days or less (1)	-	30	30	30
	Full-time employee turnover rate	10% or less (5)	-	9.5%	9.5%	9.5%
	Workers compensation experience rating	1.0 or less (3)	0.79	0.80	0.80	0.80

City of Miami Springs

Finance Department

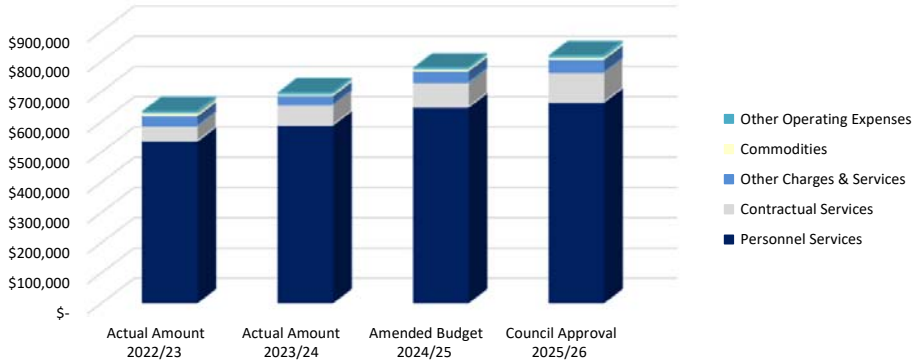
Fiscal Year 2025/26

Departmental Budget Summary

Department Description

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

Finance Department Trends



Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26
1000/2999	Personnel Services	$ 534,896	$ 588,181	$ 647,398	$ 283,761	$ 663,671
3000/3999	Contractual Services	50,522	67,110	81,500	36,180	98,500
4000/4999	Other Charges & Services	33,674	30,693	38,972	15,220	44,075
5000/5399	Commodities	10,855	5,601	7,000	3,222	7,500
5400/5499	Other Operating Expenses	3,258	3,794	2,900	535	4,800
	Total Expenditures	$ 633,205	$ 695,379	$ 777,770	$ 338,918	$ 818,546

City of Miami Springs

Finance Department

Fiscal Year 2025/26

001-0501-513

Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26	$ Change	% Change
Personnel Services								
1200	Employee Salaries	$ 339,392	$ 363,265	$ 393,336	$ 170,943	$ 412,979	$ 19,643	4.99%
1300	Part Time Salaries	83,098	81,829	87,556	40,229	90,194	2,638	3.01%
2100	FICA	29,888	32,675	36,788	15,567	38,493	1,705	4.63%
2201	Pension	39,385	42,128	57,291	22,929	50,653	(6,638)	-11.59%
2301	Health, Life & Disability	42,353	67,156	71,395	33,895	70,788	(607)	-0.85%
2400	Workers' Compensation	780	1,128	1,032	198	564	(468)	-45.35%
	Subtotal	$ 534,896	$ 588,181	$ 647,398	$ 283,761	$ 663,671	16,273	2.51%
Contractual Services								
3100	Prof. Services	$ 42,660	$ 67,110	$ 68,500	$ 25,180	$ 83,000	14,500	21.17%
3400	Other Cont. Services	7,862	-	13,000	11,000	15,500	2,500	19.23%
	Subtotal	$ 50,522	$ 67,110	$ 81,500	$ 36,180	$ 98,500	17,000	20.86%
Other Charges & Services								
4000	Travel & Per Diem	$ 2,110	$ -	$ 2,500	$ 525	$ 2,500	-	0.00%
4101	Communication Services	4,672	8,389	4,400	3,812	5,000	600	13.64%
4103	Postage	3,207	-	3,000	-	4,000	1,000	33.33%
4402	Rentals and Leases	2,406	1,466	2,000	635	2,000	-	0.00%
4530	Insurance	9,035	8,635	10,472	4,164	8,875	(1,597)	-15.25%
4650	R&M	-	-	500	-	500	-	0.00%
4700	Printing & Binding	1,949	517	2,500	-	2,500	-	0.00%
4800	Advertising and Promotions	-	525	600	525	700	100	16.67%
4902	Other Current Charges	10,295	11,161	13,000	5,559	18,000	5,000	38.46%
	Subtotal	$ 33,674	$ 30,693	$ 38,972	$ 15,220	$ 44,075	5,103	13.09%
Commodities								
5100	Office Supplies	$ 1,688	$ 366	$ 3,000	$ 592	$ 3,000	-	0.00%
5200	Operating Supplies	9,167	5,235	4,000	2,630	4,500	500	12.50%
	Subtotal	$ 10,855	$ 5,601	$ 7,000	$ 3,222	$ 7,500	500	7.14%
Other Operating Expenses								
5400	Subscriptions & Memberships	$ 2,833	$ 3,233	$ 1,900	$ 535	$ 2,800	900	47.37%
5800	Training	425	561	1,000	-	2,000	1,000	100.00%
	Subtotal	$ 3,258	$ 3,794	$ 2,900	$ 535	$ 4,800	1,900	65.52%
							Overall	
	Total Finance	$ 633,205	$ 695,379	$ 777,770	$ 338,918	$ 818,546	$ 40,776	5.24%

Personnel Summary						Change
Finance Director	1.0	1.0	1.0	1.0	1.0	-
Comptroller	0.5	0.5	0.5	0.5	0.5	-
Payroll Administrator	-	-	1.0	1.0	1.0	-
Accounting Specialist III	2.0	2.0	1.0	1.0	1.0	-
Accounting Specialist II	1.0	1.0	1.0	1.0	1.0	-
Accounting Specialist I	-	-	1.0	1.0	1.0	-
Administrative Assistant I	1.0	1.0	-	-	-	-
Department Total	5.5	5.5	5.5	5.5	5.5	-

City of Miami Springs

Finance Department

Fiscal Year 2025/26

Budget Justifications

Object Code #	Category	Council Approval 2025/26	Comment
1200	Employee Salaries	$ 412,979	(1) Finance Director, (2) Accounting Specialist III, (1) Accounting Specialist II & (1) Accounting Specialist I
1300	Part Time Salaries	90,194	(1) Comptroller PT
2100	FICA	38,493	Social Security & Medicare taxes
2201	Pension	50,653	Estimated pension contribution paid by the City for each full-time General employee
2301	Health, Life & Disability	70,788	Estimated annual employee costs for health, dental, life insurance benefits
2400	Workers' Compensation	564	Allocated cost of workers' compensation premiums paid
3100	Prof. Services	83,000	Red light hearing fees $14,000, external audit fees $69,000
3400	Other Cont. Services	15,500	Annual actuarial study fees and other requested studies
4001	Travel & Per Diem	2,500	Two conferences for government finance officers needed for continuing education
4101	Communication Services	5,000	Cell phone, office phones, internet
4103	Postage	4,000	Postage rental and meter to mail letters, payments, etc.
4402	Rentals and Leases	2,000	Toshiba copier $1,600
4530	Insurance	8,875	General liability, automotive, and property insurance
4600	R&M	500	Repairs to equipment if necessary
4700	Printing & Binding	2,500	Vendor check stock
4800	Advertising and Promotions	700	River Cities Gazette advertising for budget
4902	Other Current Charges	18,000	Bank charges and credit card fees
5100	Office Supplies	3,000	General office supplies
5200	Operating Supplies	4,500	Office depot, Toshiba copiers $3,500, Uniforms $500
5410	Subscriptions & Memberships	2,800	GFOA, FGFOA and U.S. business registry for grants
5800	Training	2,000	GFOA and FGFOA conference fees
	Total Finance	**$ 818,546**	

City of Miami Springs

Finance Department

Fiscal Year 2025/26

Goals, Objectives and Accomplishments

The Finance Department is responsible for overseeing the financial operations of the City including: accounts payable, accounts receivable, audits, budgeting, capital projects accounting, cash management, collections, debt administration, financial analysis, financial reporting, fixed asset reporting, payroll processing, and revenue and expenditure forecasting and monitoring. The Finance Department is also responsible for safeguarding the assets of the City. The department ensures that surplus funds are properly invested to maximize returns on cash for operations. The department is also responsible for utility billing, collections, customer service and accounts

1. receivable collections for the sanitation and storm water funds.
2. Coordinate the preparation of the budget document and publish the adopted budget by October 1st.
3. Maintain high levels of professional accounting and reporting standards worthy of the Government Finance Officers Association (GFOA) "Certificate of Achievement for Excellence in Financial Reporting" and the "Distinguished Budget Presentation Award" programs.
4. Continue providing monthly, quarterly, and annual financial data to facilitate the proper administration of the City.
5. Improve the usefulness of the performance measures of each department.

Provide for audits of the City. Coordinate the audits with the City's auditors and provide account analysis, reconciliations, and audit

6. schedules to expedite the audit process and reduce the time needed to complete the Annual Comprehensive Financial Report.

Performance Measures and Scorecard

	Performance Measures	Finance Objective(s)	Actual 2022/23	Actual 2023/24	Projected 2024/25	Estimate 2025/26
Workload Measures	Quarterly Budget Reports	1, 4	4	4	4	4
	Annual Budget	1, 2	1	1	1	1
	Annual Comprehensive Financial Report (ACFR)	1, 2, 3, 5, 6	1	1	1	1
	Number of days to complete the ACFR	3, 6	212	247	182	182
	Number of audit adjustments by Auditors	6	-	-	-	-
	Receive Award of Certificate of Achievement for	1, 3, 6	Yes	Yes	Yes	Yes
	Excellence in Financial Reporting (GFOA)					
	Receive Distinguished Budget Presentation Award (GFOA)	1, 2, 3	Yes	Yes	Yes	Yes

City of Miami Springs

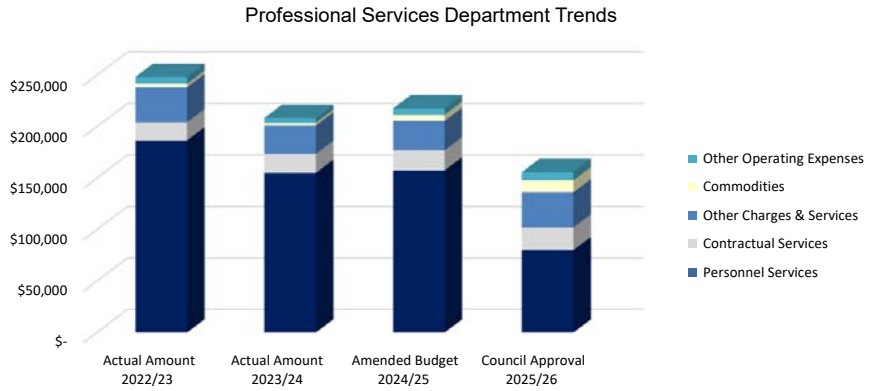
Professional Services Department

Fiscal Year 2025/26

Departmental Budget Summary

Department Description

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



Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26
1000/2999	Personnel Services	$ 186,621	$ 155,037	$ 157,482	$ 77,203	$ 80,047
3000/3999	Contractual Services	17,651	18,558	19,600	21,755	22,000
4000/4999	Other Charges & Services	34,009	27,404	28,491	10,874	34,142
5000/5399	Commodities	3,453	2,908	6,000	814	11,700
5400/5499	Other Operating Expenses	6,682	4,507	6,100	2,841	7,910
	Total Expenditures	$ 248,416	$ 208,414	$ 217,673	$ 113,487	$ 155,799

City of Miami Springs

Professional Services Division

Fiscal Year 2025/26

001-0502-513

Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26	$ Change	% Change
Personnel Services								
1200	Employee Salaries	$ 149,155	$ 118,838	$ 120,510	$ 55,607	$ 57,925	$ (62,585)	-51.93%
1400	Overtime	1,033	2,046	3,000	-	-	(3,000)	-100.00%
2100	FICA	11,414	9,133	9,219	4,206	4,431	(4,788)	-51.93%
2201	Pension	14,232	10,916	12,557	6,263	6,088	(6,469)	-51.52%
2301	Health, Life & Disability	10,367	13,840	11,880	11,067	11,524	(356)	-3.00%
2400	Workers' Compensation	420	264	316	60	79	(237)	-75.01%
	Subtotal	$ 186,621	$ 155,037	$ 157,482	$ 77,203	$ 80,047	(77,435)	-49.17%
Contractual Services								
3100	Prof. Services	$ -	$ -	$ -	$ -	$ -	-	0.00%
3400	Other Cont. Services	17,651	18,558	19,600	21,755	22,000	2,400	12.24%
	Subtotal	$ 17,651	$ 18,558	$ 19,600	$ 21,755	$ 22,000	2,400	12.24%
Other Charges & Services								
4000	Travel & Per Diem	$ -	$ -	$ 1,500	$ 585	$ 1,500	-	0.00%
4101	Communication Services	1,850	1,452	1,500	-	1,500	-	0.00%
4103	Postage	-	-	-	-	-	-	0.00%
4530	Insurance	4,412	1,889	2,291	1,278	1,942	(349)	-15.23%
4700	Printing & Binding	17,600	20,800	19,200	8,000	19,200	-	0.00%
4800	Advertising and Promotions	10,147	3,263	4,000	1,011	10,000	6,000	150.00%
	Subtotal	$ 34,009	$ 27,404	$ 28,491	$ 10,874	$ 34,142	5,651	19.83%
Commodities								
5100	Office Supplies	$ 1,546	$ 913	$ 2,500	$ 814	$ 3,500	1,000	40.00%
5200	Operating Supplies	1,907	1,995	3,500	-	8,200	4,700	134.29%
	Subtotal	$ 3,453	$ 2,908	$ 6,000	$ 814	$ 11,700	5,700	95.00%
Other Operating Expenses								
5410	Subscriptions & Memberships	$ 6,237	$ 4,507	$ 4,600	$ 2,841	$ 6,410	1,810	39.35%
5800	Training	445	-	1,500	-	1,500	-	0.00%
	Subtotal	$ 6,682	$ 4,507	$ 6,100	$ 2,841	$ 7,910	1,810	29.67%
							Overall	
	Total Professional Services	$ 248,416	$ 208,414	$ 217,673	$ 113,487	$ 155,799	$ (61,874)	-28.43%

Personnel Summary					Change
Receptionist	1.0	-	-	-	-
PIO/Prof Serv Specialist	1.0	1.0	1.0	-	(1)
Procurement Specialist II	1.0	1.0	1.0	1.0	-
Department Total	3.0	2.0	2.0	1.0	(1)

City of Miami Springs

Professional Services Division

Fiscal Year 2025/26

Budget Justifications

Object Code #	Category	Council Approval 2025/26	Comment
1200	Employee Salaries	$ 57,925	(1) Procurement Specialist
2100	FICA	4,431	Social Security & Medicare taxes
2201	Pension	6,088	Estimated pension contribution paid by the City for each full-time General employee
2301	Health, Life & Disability	11,524	Estimated annual employee costs for health, dental, life insurance benefits
2400	Workers' Compensation	79	Allocated cost of workers' compensation premiums paid
3400	Other Cont. Services	22,000	Pagefreeze Software ($2600.00), Civic Plus ClicktoFix App- (19,400.00)
4000	Travel and Per Diem	1,500	Travel expenses for Procurement Trainings
4101	Communication Services	1,500	Procurement Cell phone and Ipad Internet
4530	Insurance	1,942	General liability, automotive, and property insurance
4700	Printing & Binding	19,200	Monthly News Bulletin 4 page insert in Gazette ($1600.00 monthly)
4800	Advertising and Promotions	10,000	Advertising of RFP's and other required ads, Promotional items for Mayor
5100	Office Supplies	3,500	Misc. Office Supplies - Procurement and Public Info. And Relations Media
5200	Operating Supplies	8,200	Uniforms, Business cards, battery backups, computers, banners, signs, Media accessories: tripod, lenses, lighting and microphone, Break room supplies, replce broken desks for Procurement and Media Specialist
5410	Subscriptions & Memberships	6,410	NIGP ($960.00), SEFL ($420.00), FAPPO ($120.00), Adobe Suite ($1272.00), GMVCB Annual Registration ($335.00), CMA and Marketing ($400.00), Boxcast ($1200.00), Enterprise Software ($), Constant Contact ($680), National League of Cities ($1,701.00), Grantwatch ($200.00), Amazon Prime ($500.00), QR Codes ($430.00) and Media Phone App ($200.00)
5800	Training	1,500	Procurement Training with NIGP
	Total Professional Services	$ 155,799	

City of Miami Springs

Professional Services Division

Fiscal Year 2025/26

Goals, Objectives and Accomplishments

1. To ensure complete, accurate and transparent purchasing transactions in accordance with City purchasing policies and federal, state and local laws.
2. To develop, provide and communicate information that is a valuable management tool and readily accessible by residents.
3. Continue to keep administration, employees, and residents informed of all upcoming events, projects and initiatives within the City through the monthly Gazette News Bulletin, City website, Twitter, community calendars, Instagram, Facebook, lobby TV's flyers and brochures.
4. Increase resident awareness of municipal operations, procedures and issues through website and other varieties of communication.
5. Assist the City with “going green” by increasing electronic communication
6. Continue to exercise total transparency and fiscal responsibility in all procurement matters.
7. Reduce expenditures on a continual basis through thorough procurement procedures.
8. Continue to collaborate with City departments and submit appropriate grants and related documents that address City priorities.
9. Update and maintain the Emergency Management Plan and Procedures Manual;
10. Maintain active memberships in good standing on behalf of the City with the following entities: NIGP, SEFL Chapter of NIGP, FAPPO, Greater Miami Chapter of NIGP.
11. Promote and maintain community engagement thought "Art in City Hall" lobby displays.
12. Actively promote and provide free advertising and content shoots for business within the City.
13. Update City's website and Social media sites

Performance Measures and Scorecard

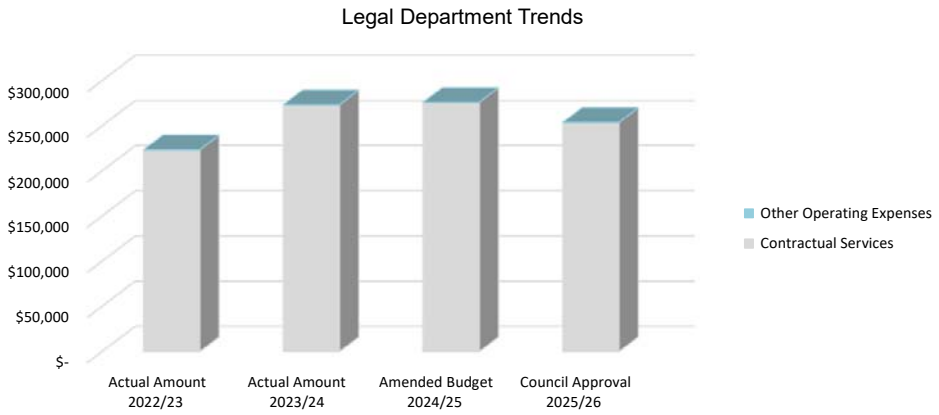
	Performance Measures	Professional Services Objective(s)	Actual 2022/23	Actual 2023/24	Projected 2024/25	Estimate 2025/26
Workload Measures	Monthly Gazette News Bulletin	2, 3	12	12	12	12
	Update and maintain Hurricane Manual, Shuttle pamphlet, and website	3, 9	356	500	Yes	Yes
	Review and process Citywide purchase orders	1, 6, 7	788	765	800	800
	Increase Facebook followers	2, 3	3034	3200	3358	3600
	Increase Twitter followers	2, 3	2380	2400	2394	2500
	Increase Instagram followers	2, 3	8234	9351	10627	11000
	Increase Newsletter followers	2, 3	527	630	400	450
	Increase YouTube followers	2, 3	401	460	506	555
	Procured competitive solicitations	1, 6, 7	8	6	4	4
	Maintain weekly "clickable" news letter	3	12	12	12	12
	Maintain monthly "Art in City Hall"	11	12	12	12	12
	Grants applied for	8	7	12	4	4
	Continue to improve and update social media content for residents	13	Yes	Yes	Yes	Yes
	Businesses Promoted with Content Shoots	12	0	14	12	0

City of Miami Springs

City Attorney Department
Fiscal Year 2025/26
Departmental Budget Summary

Department Description

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



Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26
3000/3999	Contractual Services	223,485	273,368	275,976	90,208	253,755
5400/5499	Other Operating Expenses	-	-	-	-	-
	Total Expenditures	$ 223,485	$ 273,368	$ 275,976	$ 90,208	$ 253,755

City of Miami Springs

City Attorney Department
Fiscal Year 2025/26
001-0601-514

Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26	$ Change	% Change
Contractual Services								
3101	Prof. Services - Legal	223,485	273,368	275,976	90,208	253,755	$ (22,221)	-8.05%
	Subtotal	$ 223,485	$ 273,368	$ 275,976	$ 90,208	$ 253,755	(22,221)	-8.05%
Other Operating Expenses								
5901	Contingency	-	-	-	-	-	-	0.00%
	Subtotal	$ -	$ -	$ -	$ -	$ -	-	0.00%
							Overall	
	Total Legal	$ 223,485	$ 273,368	$ 275,976	$ 90,208	$ 253,755	$ (22,221)	-8.05%

City of Miami Springs

City Attorney Deapartment

Fiscal Year 2025/26

Budget Justifications

Object Code #	Category	Council Approval 2025/26	Comment
3101	Prof. Services - Legal	$ 253,755	Estimated cost of maintaining the contracted City Attorney arrangement with the firm of Weiss Serota Helfman Cole & Bierman, P.L., to perform legal services required by the City Council and City Manager.
	Total Legal	**$ 253,755**	

City of Miami Springs

City Attorney Department

Fiscal Year 2025/26

Goals, Objectives and Accomplishments

1. Provide competent legal advice and council in a timely manner to City officials and administration.
2. Provide legal advice through attendance at meetings and workshops and by responding to all inquires in a timely manner.
3. Review, draft and negotiate contracts and agreements between the City and other entities or persons in a timely manner.

City of Miami Springs

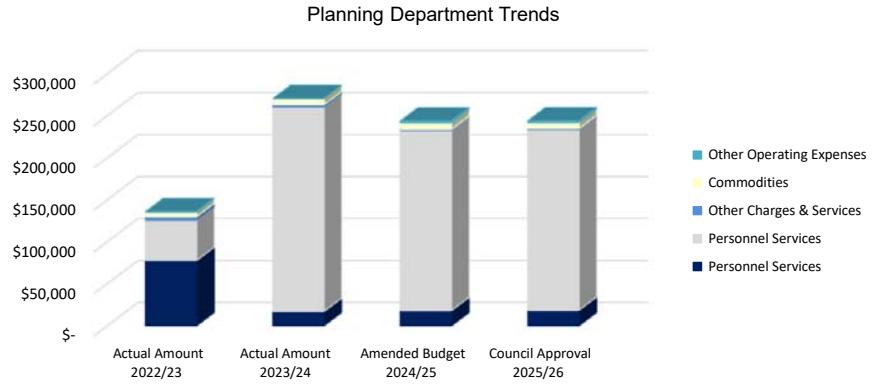
Planning Department

Fiscal Year 2025/26

Departmental Budget Summary

Department Description

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



Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26
1000/2999	Personnel Services	$ 77,559	$ 16,853	$ 17,895	$ 8,769	$ 18,326
3000/3999	Contractual Services	47,898	243,478	214,454	48,993	215,000
4000/4999	Other Charges & Services	4,292	2,782	1,437	1,328	1,401
5000/5399	Commodities	387	496	250	219	250
5400/5499	Other Operating Expenses	-	-	-	-	-
	Total Expenditures	$ 130,136	$ 263,609	$ 234,036	$ 59,309	$ 234,977

City of Miami Springs

Planning Department

Fiscal Year 2025/26

001-0701-515

Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26	$ Change	% Change
Personnel Services								
1200	Employee Salaries	$ 8,664	$ 11,443	$ 12,679	$ 5,850	$ 13,059	$ 380	3.00%
1300	Part Time Salaries	59,125	-	-	-	-	-	0.00%
1400	Overtime	665	533	-	399	-	-	0.00%
2100	FICA	5,231	911	970	478	999	29	3.00%
2201	Pension	1,009	1,048	1,321	659	1,372	51	3.89%
2301	Health, Life & Disability	2,673	2,894	2,892	1,377	2,878	(14)	-0.48%
2400	Workers' Compensation	192	24	33	6	18	(15)	-46.44%
	Subtotal	$ 77,559	$ 16,853	$ 17,895	$ 8,769	$ 18,326	431	2.41%
Contractual Services								
3100	Prof. Services	$ 2,867	$ 131,097	$ 96,383	$ 48,993	$ 90,000	(6,383)	-6.62%
3400	Other Cont. Services	45,031	112,381	118,071	-	125,000	6,929	5.87%
	Subtotal	$ 47,898	$ 243,478	$ 214,454	$ 48,993	$ 215,000	546	0.25%
Other Charges & Services								
4101	Communication Services	$ 2,339	$ 2,588	$ 1,200	$ 1,196	$ 1,200	-	0.00%
4103	Postage	-	-	-	-	-	-	0.00%
4530	Insurance	1,953	194	237	132	201	(36)	-15.19%
4700	Printing & Binding	-	-	-	-	-	-	0.00%
	Subtotal	$ 4,292	$ 2,782	$ 1,437	$ 1,328	$ 1,401	(36)	-2.51%
Commodities								
5100	Office Supplies	$ 387	$ -	$ -	$ -	$ -	-	0.00%
5200	Operating Supplies	-	496	250	219	250	-	0.00%
	Subtotal	$ 387	$ 496	$ 250	$ 219	$ 250	-	100.00%
Other Operating Expenses								
5410	Subscriptions & Memberships	$ -	$ -	$ -	$ -	$ -	-	0.00%
	Subtotal	$ -	$ -	$ -	$ -	$ -	-	0.00%
							Overall	
	Total Planning	$ 130,136	$ 263,609	$ 234,036	$ 59,309	$ 234,977	$ 941	0.40%

Personnel Summary						Change
Admin. Asst to Planning	0.25	0.25	0.25	0.25	0.25	-
Department Total	0.25	0.25	0.25	0.25	0.25	-

City of Miami Springs

Planning Department
Fiscal Year 2025/26
Budget Justifications

Object Code #	Category	Council Approval 2025/26	Comment
1201	Employee Salaries	$ 13,059	(1) Assistant - Administration
2101	FICA	999	Social Security & Medicare taxes
2201	Pension	1,372	Estimated pension contribution paid by the City for each full-time General employee
2301	Health, Life & Disability	2,878	Estimated annual employee costs for health, dental, life insurance benefits
2401	Workers' Compensation	18	Allocated cost of workers' compensation premiums paid
3100	Prof. Services	90,000	Calvin Giordano general planning
3400	Other Cont. Services	125,000	Calvin Giordano special projects
4101	Communication Services	1,200	Office phones, internet
4530	Insurance	201	General liability, automotive, and property insurance
5200	Operating Supplies	250	Office supplies - paper/pens/etc…
	Total Planning	$ 234,977	

City of Miami Springs

Planning Department

Fiscal Year 2025/26

Goals, Objectives and Accomplishments

Provide planning services consistent with, and in support of the goals, objectives, and polices of the comprehensive plan. To fairly
1. administer the zoning code and to guide economic development and redevelopment efforts.

2. Effectively reviewed a total of 413 zoning plans between October 1, 2023 and August 15, 2025.

3. Efficiently processed a total of 4 Board of Adjustment case between October 1, 2023 and August 15, 2025.

Performance Measures and Scorecard

	Performance Workload Indicators	Planning Objective(s)	Actual 2022/23	Actual 2023/24	Projected 2024/25	Estimate 2025/26
Workload Measures	Revision of problem zoning code sections	1	Ongoing	Ongoing	Ongoing	Ongoing
	Revision of sign code - 36 Street	1	Ongoing	Ongoing	Ongoing	Ongoing
	Revision of sign code - CBD & NBD District	1	Ongoing	Ongoing	Ongoing	Ongoing
	Revisions to single family driveways and slab regulations	1	Ongoing	Ongoing	Ongoing	Ongoing
	Establish swimming pool setbacks	1	Ongoing	Ongoing	Ongoing	Ongoing
	Revision on sign code	1	Ongoing	Ongoing	Ongoing	Ongoing
	Revisions to single family awnings and canopies	1	Ongoing	Ongoing	Ongoing	Ongoing
	Number of Board of Adjustment (BOA) cases prepared	3	1	1	4	3
	Number of Zoning & Planning (Z & P) Board cases prepared	2	1	-	2	2
	Number of BOA cases postponed due to incomplete case files	3	-	-	-	-
	Number of Z & P cases postponed due to incomplete case files	2	-	-	-	-

City of Miami Springs

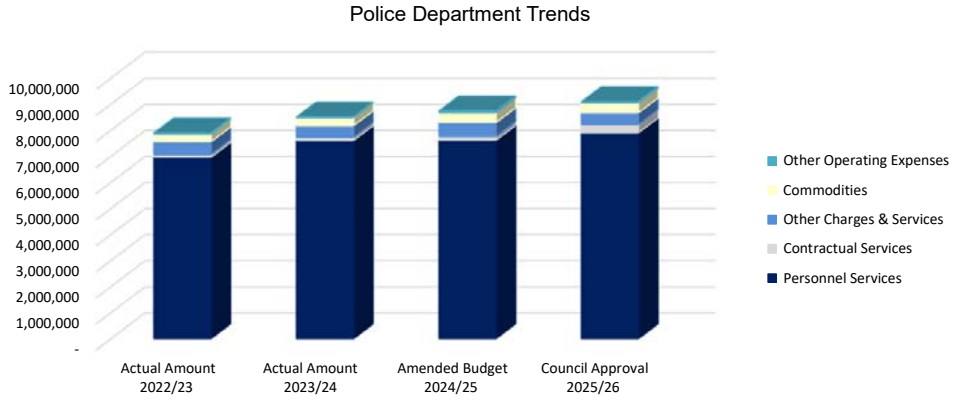
Police Department

Fiscal Year 2025/26

Departmental Budget Summary

Department Description

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



Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26
1000/2999	Personnel Services	6,959,493	7,602,712	7,612,019	3,588,558	7,896,756
3000/3999	Contractual Services	104,946	119,485	142,510	54,021	314,948
4000/4999	Other Charges & Services	487,433	449,636	534,940	241,488	455,594
5000/5399	Commodities	292,990	306,283	379,845	139,851	379,100
5400/5499	Other Operating Expenses	46,991	31,710	73,965	22,366	49,995
	Total Expenditures	$ 7,891,853	$ 8,509,826	$ 8,743,279	$ 4,046,284	$ 9,096,393

City of Miami Springs

Police Department

Fiscal Year 2025/26

001-2001-521

Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26	$ Change	% Change
Personnel Services								
1100	Executive Salaries	$ 659,330	$ 798,149	$ 822,791	$ 425,627	$ 838,426	$ 15,635	1.90%
1200	Employee Salaries	3,671,450	4,000,462	3,739,757	1,763,939	3,903,383	163,627	4.38%
1201	PD Civilians	352,789	322,770	728,029	160,301	703,518	(24,512)	-3.37%
1300	Part Time Salaries	71,450	41,331	-	-	85,321	85,321	100.00%
1400	Overtime	267,449	336,839	205,000	236,399	205,000	-	0.00%
1501	Special Pay	50,111	61,872	53,440	51,288	84,712	31,272	58.52%
2101	FICA	380,403	418,129	408,817	198,942	429,575	20,758	5.08%
2201	Pension	478,333	529,610	624,240	272,613	624,163	(77)	-0.01%
2301	Health, Life & Disability	800,213	851,530	836,409	410,509	850,266	13,857	1.66%
2401	Workers' Compensation	204,304	216,904	158,236	55,006	136,601	(21,636)	-13.67%
	Subtotal	$ 6,935,832	$ 7,577,596	$ 7,576,719	$ 3,574,624	$ 7,860,965	284,246	3.75%
Contractual Services								
3100	Prof. Services	$ 53,726	$ 59,463	$ 67,832	$ 30,383	$ 67,832	-	0.00%
3400	Other Cont. Services	51,220	60,022	74,678	23,638	247,116	172,438	230.91%
	Subtotal	$ 104,946	$ 119,485	$ 142,510	$ 54,021	$ 314,948	172,438	121.00%
Other Charges & Services								
4000	Travel & Per Diem	$ 14,647	$ 7,212	$ 22,000	$ 7,043	$ 13,500	(8,500)	-38.64%
4101	Communication Services	54,823	53,891	48,390	21,001	40,360	(8,030)	-16.59%
4103	Postage	-	-	1,000	429	1,000	-	0.00%
4301	Utilities	-	-	-	-	2,250	2,250	100.00%
4402	Rentals and Leases	44,133	29,094	43,700	18,432	60,500	16,800	38.44%
4510	Fleet Maintenance	-	-	202,960	91,763	154,100	(48,860)	-24.07%
4530	Insurance	294,029	279,397	147,540	82,987	125,034	(22,506)	-15.25%
4600	R&M	73,258	68,515	54,000	19,188	38,000	(16,000)	-29.63%
4700	Printing & Binding	474	596	850	645	850	-	0.00%
4800	Advertising and Promotions	6,069	10,931	14,500	-	20,000	5,500	37.93%
	Subtotal	$ 487,433	$ 449,636	$ 534,940	$ 241,488	$ 455,594	(79,346)	-14.83%
Commodities								
5100	Office Supplies	$ 4,380	$ 4,701	$ 5,500	$ 2,612	$ 5,500	-	0.00%
5200	Operating Supplies	92,644	101,843	118,069	42,431	173,600	55,531	47.03%
5202	Gas & Oil	108,157	106,445	115,000	41,913	105,000	(10,000)	-8.70%
5203	Uniforms	87,443	92,754	141,276	52,895	95,000	(46,276)	-32.76%
	Subtotal	$ 292,624	$ 305,743	$ 379,845	$ 139,851	$ 379,100	(745)	-0.20%
Other Operating Expenses								
5410	Subscriptions & Memberships, Vehicle Tags	$ 6,009	$ 6,804	$ 9,065	$ 3,451	$ 8,065	(1,000)	-11.03%
5800	Training	40,982	24,906	64,900	18,915	41,930	(22,970)	-35.39%
	Subtotal	$ 46,991	$ 31,710	$ 73,965	$ 22,366	$ 49,995	(23,970)	-32.41%
							Overall	
	Total Police	$ 7,867,826	$ 8,484,170	$ 8,707,979	$ 4,032,350	$ 9,060,602	$ 352,623	4.05%

City of Miami Springs

Police Department

Fiscal Year 2025/26

001-2001-521

School Crossing Guards

Personnel Services									
1,300	Part Time Salaries	$ 21,456	$ 22,718	$ 31,914	$ 12,643	$ 32,416	503	1.58%
2,101	FICA	1,641	1,738	2,441	967	2,480	38	1.58%
2,401	Workers' Compensation	564	660	945	324	895	(50)	-5.27%
	Subtotal	$ 23,661	$ 25,116	$ 35,300	$ 13,934	$ 35,791	491	1.39%
Commodities								
5,100	Office Supplies	$ 366	$ -	$ -	$ -	$ -	-	0.00%
5,200	Operating Supplies	-	540	-	-	-	-	0.00%
	Subtotal	$ 366	$ 540	$ -	$ -	$ -	-	0.00%
							Overall	
	Total Police	$ 24,027	$ 25,656	$ 35,300	$ 13,934	$ 35,791	$ 491	1.39%

Personnel Summary						Change
Chief of Police	1.0	1.0	1.0	1.0	1.0	-
Deputy Chief of Police	-	-	1.0	1.0	1.0	-
Captain	1.0	1.0	-	-	-	-
Lieutenants	3.0	4.0	4.0	4.0	4.0	-
Sergeants	6.0	6.0	6.0	6.0	6.0	-
Detectives	5.0	5.0	5.0	5.0	5.0	-
Motor	4.0	4.0	4.0	4.0	4.0	-
K-9	2.0	2.0	2.0	4.0	4.0	2
Police Officer	25.0	25.0	25.0	23.0	23.0	(2)
Communication Supervisor	1.0	1.0	1.0	1.0	1.0	-
Dispatcher I	6.0	6.0	6.0	6.0	6.0	-
Dispatcher II	1.0	1.0	1.0	1.0	1.0	-
Executive Assistant	1.0	1.0	1.0	1.0	1.0	-
Network Manager	1.0	1.0	1.0	1.0	-	(1)
Administrative Spec. III	1.0	1.0	1.0	1.0	1.0	-
Administrative Spec. II	1.0	1.0	1.0	1.0	1.0	-
Public Service Aides (F/T)	-	-	-	1.0	1.0	1
Public Service Aides (P/T)	2.0	2.0	2.0	3.0	3.0	1
School Crossing Guards	4.0	4.0	4.0	4.0	4.0	-
Department Total	65.0	66.0	66.0	68.0	67.0	1

City of Miami Springs

Police Department

Fiscal Year 2025/26

Budget Justifications

Object Code #	Category	Council Approval 2025/26	Comment
1100	Executive Salaries	$ 838,426	Salaries for Miami Springs Police Administration including: One Chief, One Deputy Chief, & Four Lieutenants
1200	Employee Salaries	3,903,383	Salaries for Forty-two (42) Miami Springs Police Officers (Sergeants, Detectives, K-9 Handlers, Motormen, Community Policing, & Patrol) including 4% COLA per the FOP contract
1201	PD Civilians	703,518	Salaries for 12 Full-time Civilian Employees including: One Chief's Executive Assistant, Two Administrative Assistants, One Full-time Public Service Aide, and eight communication employees (dispatchers & a supervisor)
1300	Part Time Salaries	117,737	Salaries for three part-time Public Service Aides
1401	Overtime	205,000	Estimated overtime expense
1501	Special Pay	84,712	Special Pay includes Motor pay of $80bi-weekly per motor per FOP Contract, educational supplement for 50 Officers, and retirement payouts for 2 Officers
2101	FICA	432,055	Social Security & Medicare taxes
2201	Pension	624,163	Actuarially calculated contribution that the City is required to contribute to fund the benefits paid to the retirees of the Police Retirement Plan & the estimated pension contribution paid by the City for each full-time General employee.
2301	Health, Life & Disability	850,266	Estimated annual employee costs for health, dental, life insurance benefits
2401	Workers' Compensation	137,496	Allocated cost of workers' compensation premiums paid
3100	Prof. Services	67,832	Includes services provided by the following vendors: York Security Solutions (Keypad for Property Room), E-Subpoena Program (Electronic Court System), Mia-Dade Co Assc Chief Of Police Court Stand-By Program, estimated K-9 Veterinary Care For Four Police K-9's as needed, Boarding/Kenneling For Police K-9's as needed, biohazard clean-up for police cells and vehicles, Subpoena Phone Records, Off Property Records Storage, Loxia Data Center Storage (For Central Square), Callyo (Investigations Software), Schedule Anywhere (Online Calendar For Scheduling), etc.
3400	Other Cont. Services	247,116	Includes Contractual Services for the following: Mandatory Range Rental (Firearms Qualification at an outdoor facility), Low Light and Scenario Based Range Rental (indoor facility), Transunion Online Investigative System, Florida Accreditation Application Program, Powerdetails Sub & License (Off Duty Scheduling), Office 365 Gcc Licenses, Verizon Connect, Clearview AI unlimited Authorized Users, Netcloud services, etc., Loxia (IT services), Axon camera cloud storage
4000	Travel & Per Diem	13,500	Travel expenses for training, investigations, backgrounds, and conferences including but not limited to lodging, fuel, parking, tolls, mileage, meal allowance, car rental, commercial air fare. Some of these events include FBINAA conference, Florida Police Memorial, K9 Handler training, etc.
4101	Communication Services	40,360	Communication services including telephone base, cellular devices, and internet access as these are used in Police offices and fleet.
4103	Postage	1,000	Amount budgeted for the mailing of reports, evidence, letters, etc.
4301	Utilities	2,250	Utilities for office in old CPO office

City of Miami Springs

Police Department

Fiscal Year 2025/26

Budget Justifications

Object Code #	Category	Council Approval 2025/26	Comment
4402	Rentals and Leases	60,500	Rental and leases in the Police Department are comprised of four (4) Harley Davidson of Miami Motorcycles for traffic enforcement and patrol use, one (1) Pitney Bowes Postage Machine, and two (2) Large Toshiba Copiers, & 274 Westward Property Split Rent with City
4510	Fleet Maintenance	154,100	Police Fleet maintenance for approximately 52 vehicles (new equipment changeover & installation, the replacement and repair of emergency equipment as needed, vehicle window tinting, vehicle graphics, emergency equipment, etc.
4530	Insurance	125,034	General liability, automotive, and property insurance
4600	R&M	38,000	Equipment and repairs and maintenance for Police equipment, tools, gear including the Radio Repair & Maintenance Contract with Miami-Dade County, the purchase/installation of police equipment as needed, ALPR Extended Warranty, Idemia Maintenance/Support, Radio antennas for police vehicles, vehicle laptop mount repairs, radar calibration, certification, and repairs.
4700	Printing & Binding	850	Uniform reports, case cards, business cards, etc.
4800	Advertising and Promotions	20,000	Annual Miami-Dade County Chiefs Of Police Co-Sponsorship Dinner (Multi-Agency), Respect For Law Dinner Awards/Gala, Luncheons, Etc.
5100	Office Supplies	5,500	Office supplies for police department as needed for Administration, Detective Bureau, Communications (Dispatch), Report Writing Room, Squad Room and Sergeants Room.
5200	Operating Supplies	173,600	Operating supplies for a Police Department to perform duties as a Law Enforcement Agency including: Duty & Range Ammunition, Personal protective equipment (PPE), AED heartstart pads and batteries, vehicle equipment (blankets, gloves, disinfectant, flares, lock-out kits, first aid kits), gun lights, traffic control equipment, flex cuffs, DNA kits, processing supplies for investigations, finger printing supplies, taser cleaning, K-9 equipment (dog food & supplies), evidence tape, crime scene tape, evidence boxes & bags, printers, microphones, medical masks, safety glasses, computer batteries, power adapter kits and TRT equipment, transport hoods, duty belt, holsters, etc. and more miscellaneous items. A Technology line was also added for items needed toget our technological infrastructure up to date and meet current technological advancement needs.
5202	Gas & Oil	105,000	Estimated gasoline expense for police vehicles and premium gasoline for motorcycles.
5203	Uniforms	95,000	Police issued uniforms for all 68 employees including: raincoats w/hoods, traffic safety vests, name bars, training shirts, jackets, trousers, s/s class b uniform, l/s class a uniform, dress hats w/ hat badge & expansion hat strap, patches, sweaters, chevrons, motor wings, ties, vests, etc. Motorcycle officers: breeches, boots, jackets, raincoats, helmets, duty leather class a ascot & shoulder braids. K-9, CST, TRT, ICT, & bicycle uniforms uniform patches, leather & web gear, honor guard uniforms, equipment and supplies, pins, badges, helmet badges, rubber boots, gun & taser holsters, academy/training uniforms, duty gear, etc. This budget account also includes uniform cleaning allowance per City/FOP contract ($135 ea, officer and civilian uniform quarterly and $149.75 ea, detective quarterly - 5 det. & 1 lt.), Uniform equip reimbursement per city/FOP contract ($300 ea x 50 sworn officers), Body armor replacement as needed at $701.25/ea per FOP contract.
5410	Subscriptions & Memberships	8,065	Tags for new vehicles, renewals for marked and unmarked police vehicles, tag transfers, etc.
5800	Training	41,930	Training and educational opportunities for Officers and Civilian employees. Some trainings are attentive safety & CPR training, first aid training, national tactical officers training, training conferences, CVSA training. This account budget also includes an estimated amount for tuition reimbursement granted to Officers per the City/FOP contract.
	Total Police	$ 9,096,393	

City of Miami Springs

Police Department

Fiscal Year 2025/26

Goals, Objectives and Accomplishments

1. Enhance and continue efforts to deliver “Personalized Police Service” to the City of Miami Springs.
2. Continued Community Policing initiatives to further the relationship between the police and citizens of the community.
3. Improve Department efficiency through the increased use of digital technology and internet communications.
4. Increase “Homeland Security” efforts.
5. Reduction of vehicle burglaries at commercial business parking lots.
6. Increase public awareness of crime prevention.
7. Reduce speeding infractions in residential and commercial areas.
8. Increase the commitment to addressing the growing traffic problems and the many legitimate complaints made by residents and enhance the ability to provide traffic safety in the community.
9. Continue commitment to combating the drug problem through interagency cooperation by the assignment of a Police Officer to the South Florida High Intensity Drug Trafficking Area (HIDTA Program)/South Florida Money Laundering Strike Force
10. Improve communications/networking with other government agencies involved in “Homeland Security” through participation in various task forces and utilization of advanced communication technology.
11. Increase the number of STEPs conducted by Officers to address residents’ complaints in trouble intersections and roadways (i.e. vehicles blocking intersections, reckless drivers, speeding, etc.)
12. Continue to issue monthly press releases and public safety announcements through all communication outlets.
13. Members of the Department received Tactical Response Team and Vehicle Close Quarters tactical training.
14. 2 MSPD Sergeants were promoted to Lieutenants
15. Were part of the Federally funded ICAC Task Force, the Investigations Division assisted various Agencies/Departments in Child Exploitation operations & investigations throughout Miami-Dade County.
16. Members of the Investigations Division were involved in a multi-agency undercover Prostitution/Human Trafficking operation that took place at a local hotel which led to multiple arrests.
17. 1 MSPD Public Service Aide was made Full-time
18. Coordinated and conducted monthly operations/details targeting problem areas within the cities resulting in multiple arrests and citations
19. 2 MSPD Officers were recruited from the police academy and hired.
20. 4 MSPD Officers were promoted to Sergeants
21. 1 MSPD Sergeant graduated from the Tactical Response Team School hosted by Doral PD, adding to our tactical Unit at MSPD.
22. Implemented School Zone Speed Detection Cameras across the city
23. Created a Traffic Safety Team Unit that focuses on traffic enforcement during specific details (conducted monthly), at problem zones, and promotes education to residents on traffic regulations within the city.
24. Coordinated the Easter Egg Drop event alongside our Parks & Recreation Department
25. Completed a three-week In-Service training for all newly hired Officers which included live-based scenarios, geography lessons, report writing, a recollection of all specialized units, and more.
26. Assisted local Troop Scout in fundraising money for his eagle scout project that commemorates our fallen officer, Charles B. Stafford
27. Attained funds to purchase a new K9 to be trained as the Departments first dual-purpose narcotics detector/comfort animal K-9.
28. Purchased Ballistic Shields for TRT

29. Coordinating, maintaining with DHSMV the Driver's License services in the Community, as well as scheduling the appointments.
30. Coordinated with FDOT in the relocation of homeless persons who were living under area bridges and train trestles. FDOT also conducted clean-ups all homeless encampments in these locations.
31. Coordinated MSPDs first "Block Watch" program with over 60 members and holding quarterly meetings
32. Coordinated MSPDs first Multi-Agency Softball Tournament Event
33. Coordinated MSPDs first Wheels and Shields community bike ride event
34. Assisted and was present at the following community events: Witches of Westward event with MS Woman's Club, Health and Safety Fair with MS Woman's Club, Mystic Force Foundation Gold Ribbon Parade for children with cancer, Career Days (Blessed Trinity, MS Elementary, Springview Elementary), Back to School event at Prince Field, Bike to School Day event, etc.
35. Conducted 3 Shred Events and an Active assailant presentation at ISAAC Academy for back to school.
36. Produced new Victim's Rights and Domestic Violence brochures (Brochures are now compliant with state law and can be viewed with a QR Code) and updated the department's Case Cards.
37. CPO Personnel provided digital fingerprinting services for the following: Residents & Businesses (18 vs 24 last year), City of Miami Springs Employees & Volunteers (117 vs 129 last year), and Mutual Aide Agreements with Hialeah Gardens (16 vs 12), Medley (6 vs 6), and Virginia Gardens (3 vs 3).
38. Red Light Camera Enforcement Program – In the calendar year for 2024, a total of 24,706. From October 1, 2024 through May 31, 2025, there were 13,656 Notice of Violations issued and 5,563 Uniform Traffic Citations issued (Month of October 1,999 NOVs issued highest). Local Hearings for Red Light Camera violations continued on a monthly basis with a total of 52 defendants from October 2024 through May 2025.
39. Assisted in various hurricane relief efforts accross south florida

Performance Measures and Scorecard

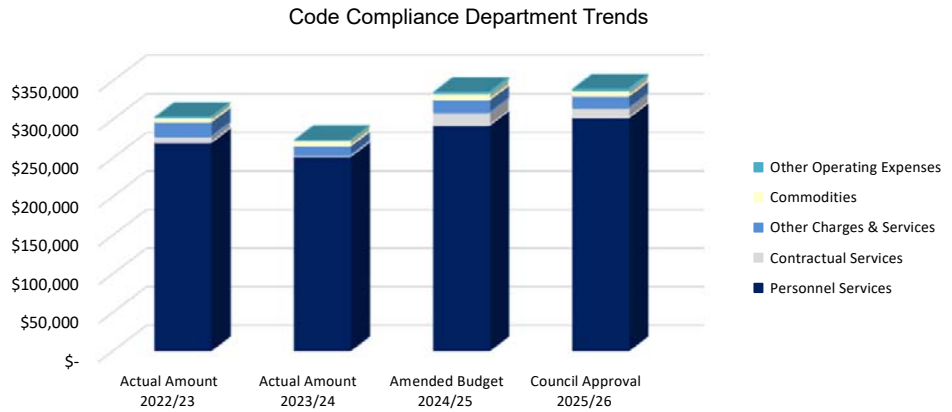
	Performance Workload Indicators	Police Department Objective(s)	Actual 2022/23	Actual 2023/24	Projected 2024/25	Estimate 2025/26
Workload Measures	Crime Index	5, 6	752	769	633	550
	Crime rate (per 1,000)	5, 6	56	57	47	45
	Number of arrests	5, 6, 16	546	659	756	775
	Reported Traffic Accidents	7, 8, 11	600	791	786	750
	Traffic/parking citations	7, 8, 11	4,951	4,551	6,427	6,500
	Average call response time (min.)	1, 2, 3, 5	2:55	2:51	2:39	2:15
	Clearance rate of Class I Crimes	N/A	18.89%	26.77%	38.85%	40.00%
	Expenditures per resident population	N/A	$612.66	$626.55	$628.33	$653.77

City of Miami Springs

Code Compliance Department
Fiscal Year 2025/26
Departmental Budget Summary

Department Description

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



Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26
1000/2999	Personnel Services	$ 269,531	$ 251,538	$ 292,116	$ 135,981	$ 301,808
3000/3999	Contractual Services	7,804	1,634	16,292	-	12,500
4000/4999	Other Charges & Services	19,126	12,181	16,795	6,103	15,674
5000/5399	Commodities	5,571	7,175	7,800	3,506	7,100
5400/5499	Other Operating Expenses	439	150	2,000	85	2,000
	Total Expenditures	$ 302,471	$ 272,678	$ 335,003	$ 145,675	$ 339,082

City of Miami Springs

Code Compliance Department

Fiscal Year 2025/26

001-2401-524

Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26	$ Change	% Change
Personnel Services								
1200	Employee Salaries	$ 190,964	$ 174,037	$ 202,292	$ 93,904	$ 213,443	$ 11,151	5.51%
2100	FICA	13,483	12,127	15,475	6,739	16,328	853	5.51%
2201	Pension	17,891	16,102	21,079	10,532	22,433	1,354	6.42%
2301	Health, Life & Disability	44,301	45,828	50,083	23,264	45,144	(4,939)	-9.86%
2401	Workers' Compensation	2,892	3,444	3,186	1,542	4,460	1,274	39.98%
	Subtotal	$ 269,531	$ 251,538	$ 292,116	$ 135,981	$ 301,808	9,692	3.32%
Contractual Services								
3400	Other Cont. Services	$ 7,804	$ 1,634	$ 16,292	$ -	$ 12,500	(3,792)	-23.28%
	Subtotal	$ 7,804	$ 1,634	$ 16,292	$ -	$ 12,500	(3,792)	-23.28%
Other Charges & Services								
4000	Travel & Per Diem	$ 1,516	$ 960	$ 1,400	$ 480	$ 1,400	-	0.00%
4101	Communication Services	8,484	5,181	4,300	2,395	4,800	500	11.63%
4510	Fleet Maintenance	-	-	3,000	174	3,000	-	0.00%
4530	Insurance	9,126	6,040	6,695	3,054	5,674	(1,021)	-15.25%
4600	R&M	-	-	200	-	-	(200)	-100.00%
4700	Printing & Binding	-	-	400	-	-	(400)	-100.00%
4902	Other Current Charges	-	-	800	-	800	-	0.00%
	Subtotal	$ 19,126	$ 12,181	$ 16,795	$ 6,103	$ 15,674	(1,121)	-6.67%
Commodities								
5100	Office Supplies	$ 1,166	$ 1,627	$ 2,000	$ 1,484	$ 1,800	(200)	-10.00%
5200	Operating Supplies	4,405	3,787	4,300	2,022	3,800	(500)	-11.63%
5203	Uniforms	-	1,761	1,500	-	1,500	-	0.00%
	Subtotal	$ 5,571	$ 7,175	$ 7,800	$ 3,506	$ 7,100	(700)	-8.97%
Other Operating Expenses								
5410	Subscriptions & Memberships	$ 364	$ -	$ 1,000	$ -	$ 1,000	-	0.00%
5800	Training	75	150	1,000	85	1,000	-	0.00%
	Subtotal	$ 439	$ 150	$ 2,000	$ 85	$ 2,000	-	0.00%
							Overall	
	Total Community Development	$ 302,471	$ 272,678	$ 335,003	$ 145,675	$ 339,082	$ 4,079	1.22%

Personnel Summary						Change
Building Director	0.20	0.20	0.20	0.20	0.20	-
Code Compliance Officer	2.0	3.0	3.0	3.0	3.0	-
Department Total	2.20	3.20	3.20	3.20	3.20	-

City of Miami Springs

Code Compliance Department

Fiscal Year 2025/26

Budget Justifications

Object Code #	Category	Council Approval 2025/26	Comment
1200	Employee Salaries	$ 213,443	(4) Compliance officers
2100	FICA	16,328	Social Security & Medicare taxes
2201	Pension	22,433	Estimated pension contribution paid by the City for each full-time General employee
2301	Health, Life & Disability	45,144	Estimated annual employee costs for health, dental, life insurance benefits
2401	Workers' Compensation	4,460	Allocated cost of workers' compensation premiums paid
3400	Other Cont. Services	12,500	Special magistrate services
4000	Travel & Per Diem	1,400	Increase due to additional training
4101	Communication Services	4,800	Cell phone, office phones, internet
4510	Fleet Maintenance	3,000	Decreased vehicle maintenance
4530	Insurance	5,674	General liability, automotive, and property insurance
4600	R&M	-	Repairs to equipment if necessary
4700	Printing	-	Printing if necessary
4902	Other Current Charges	800	Bank charges and credit card fees
5101	Office Supplies	1,800	General office supplies
5200	Operating Supplies	3,800	Office depot, Toshiba copiers,
5240	Uniforms	1,500	Decreased due to less uniforms required
5410	Subscriptions & Memberships	1,000	Staff memberships
5800	Training	1,000	Training for staff
	Total Community Development	$ 339,082	

City of Miami Springs

Code Compliance Department

Fiscal Year 2025/26

Goals, Objectives and Accomplishments

1. To educate and inform the residents and business owners of current City Codes and possible violations, by means of a monthly Code Compliance Corner article in the local newspaper.
2. To collect appropriate business tax license fees, to issue new business tax licenses in accordance to State of Florida regulations. To secure fees for renewals no later than June 1, 2025.
3. Maintain and follow up on all Code Compliance cases in an appropriate time manner and status, such as closed or active during the Fiscal year. Close all cases within 3 months of initial contact, unless specific extensions have been granted or pending Special Magistrate orders.
4. As of 8/20/2025 all local business tax receipts have been renewed and or in process of renewal.
5. Maintain 100% compliance of the business locations with required business tax licenses, signage, and maintenance of property ordinances within the City.
6. Prevent business locations from operating without a business tax license by failing to apply or renew their licenses on a timely manner.
7. To survey the City streets, alleys, sidewalks and properties daily, to prevent potentials safety hazards and esthetics violations.
8. To prevent a backlog of active Code Compliance cases by performing follow up inspections for a 90% compliance with the departmental timetable for Code Compliance process.
9. Worked on closing out old Code cases from previous employees, mailing Invoices and Satisfying Liens.
10. Successfully coordinated and performed various types of sweeps, e.g.: Property Maintenance; Residential Plantings (Hedges); Recreational Vehs., etc.
11. Generated YTD 5872 Code Compliance Cases, as of 8/20/2025.
12. Performed 4092 follow-up Code Compliance inspections, as of 8/20/2025.
13. Productively collected, processed, printed and mailed 613 business tax renewals.
14. Successfully prosecuted 111 cases that were presented before the Special Magistrate - 77 New Business; 9 Fine Reductions; 9 Appeals;16 Defaults and 2 Tabled as of 8/20/2025.
15. Effectively operated within the Code Compliance department while actively assisting the Building department during departmental changes of personnel.
16. Scheduled and performed 113 re-occupancy inspections, as of 8/20/2025.
17. Scheduled and performed 158 garage sale inspections, as of 8/20/2025.
18. Assisted and worked with Police Department and Public Works personnel on various Code Compliance issues.
19. Opened 26 new cases for business tax renewals as of 8/20/2025.

Performance Measures and Scorecard

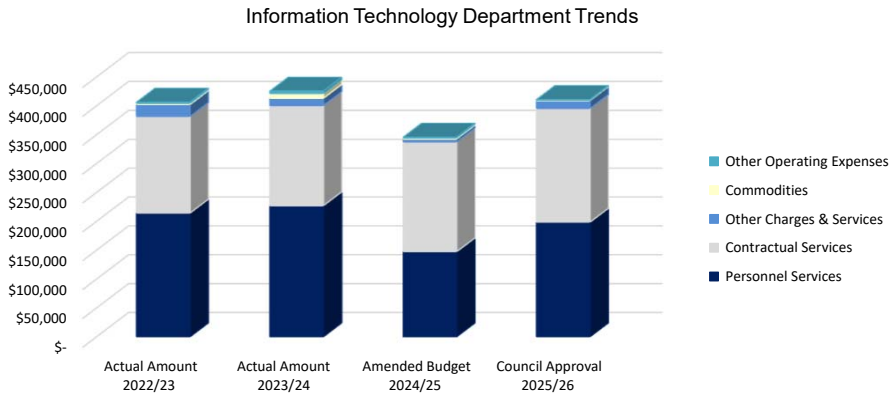
	Performance Workload Indicators	Code Compliance Objective(s)	Actual 2022/23	Actual 2023/24	Projected 2024/25	Estimate 2025/26
Workload Measures	All Business Tax Licenses will be printed and mailed by the day after Labor Day	2, 4	9/5/2023	9/3/2024	9/4/2025	9/3/2026
	Process New/Active Business Licenses	2, 4	As needed	As needed	As needed	As neededed
	Reduce number of complaints in regards to Code Compliance Officers	3	Yes	Yes	Yes	Yes
	All Code Compliance cases will be entered within 24 hours of implementation.	11, 12	Daily	Daily	Daily	Daily
	Complete Re-Occupancy inspections	16	Complete within 10 Days, avg 2 days	Complete within 10 Days, avg 2 days	Complete within 10 Days, avg 2 days	Complete within 10 Days, avg 2 days
	Perform garage sale inspections	5, 17	Weekly	Weekly	Weekly	Weekly
	Return phone calls, inquiries, and complaints	1, 2, 3	Daily	Daily	Daily	Daily
	Answer E-mail inquiries	1, 2, 3	Daily	Daily	Daily	Daily
	Answer public records request	1, 2, 3	Daily	Daily	As needed	As neededed
	Perform City Wide Sweeps	11, 12	As needed	As needed	As needed	As neededed
	Write article for the Gazette	1	Monthly	Monthly	Montly	onger needed
	Prepare Code Enforcement Board agenda and packets	3	As needed	As needed	As needed	As neededed
	Maintain accurate documentation and case files on all investigations.	3, 11, 12	Daily	Daily	Daily	Daily
	Prepare a variety of written reports, memos and correspondence related to enforcement activities.	3, 11, 12	Daily	Daily	Daily	Daily
	Perform field inspections, conduct investigations and provide recommendations for resolutions.	3, 11, 12	Daily	Daily	Daily	Daily
	Receive and respond to Citizen Complaints and reports from other departments on alleged violations of City Zoning and related municipal codes and ordinances.	18	Daily	Daily	Daily	Daily
	Generate over 1500 code compliance cases in a FY	3, 11, 12	3,815	3,500	5,872	5,900
	Perform over 1000 initial inspections in a FY	16	1,426	2,000	1,522	1600
	Perform over 1000 follow-up inspections in a FY	16	2,389	2,500	4,092	4,500

City of Miami Springs

Information Technology Department
Fiscal Year 2025/26
Departmental Budget Summary

Department Description

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



Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26
1000/2999	Personnel Services	$ 214,216	$ 226,908	$ 147,255	$ 73,835	$ 198,412
3000/3999	Contractual Services	167,339	173,577	190,095	137,821	196,988
4000/4999	Other Charges & Services	20,654	12,505	5,196	5,326	13,550
5000/5399	Commodities	1,954	8,172	1,700	86	400
5400/5499	Other Operating Expenses	1,800	3,972	1,100	375	1,200
	Total Expenditures	$ 405,963	$ 425,134	$ 345,346	$ 217,443	$ 410,550

City of Miami Springs

Information Technology Department

Fiscal Year 2025/26

001-5301-513

Object Code #	Category	597,710	623,360	543,437	361,051	622,688	$ Change	% Change
Personnel Services								
1200	Employee Salaries	$ 163,598	$ 173,622	$ 113,847	$ 53,594	$ 117,467	$ 3,620	3.18%
1300	Part Time Salaries	-	-	-	-	38,350	38,350	100.00%
2100	FICA	12,302	13,039	8,709	3,888	11,920	3,211	36.87%
2201	Pension	15,507	15,645	11,863	6,260	12,346	483	4.07%
2301	Health, Life & Disability	22,413	24,182	12,537	8,664	18,116	5,579	44.50%
2400	Workers' Compensation	396	420	299	1,429	213	(86)	-28.76%
	Subtotal	$ 214,216	$ 226,908	$ 147,255	$ 73,835	$ 198,412	51,158	34.74%
Contractual Services								
3400	Other Cont. Services	$ 167,339	$ 173,577	$ 190,095	$ 137,821	$ 196,988	6,893	3.63%
	Subtotal	$ 167,339	$ 173,577	$ 190,095	$ 137,821	$ 196,988	6,893	3.63%
Other Charges & Services								
4101	Communication Services	$ 8,013	$ 7,854	$ 100	$ 3,373	$ 3,500	3,400	3400.00%
4530	Insurance	5,590	3,705	4,496	1,512	3,810	(686)	-15.26%
4650	R&M	7,051	946	600	441	6,240	5,640	940.00%
	Subtotal	$ 20,654	$ 12,505	$ 5,196	$ 5,326	$ 13,550	8,354	160.78%
Commodities								
5100	Office Supplies	$ 330	$ 38	$ 200	$ -	$ 200	-	0.00%
5200	Operating Supplies	1,624	8,134	1,500	86	200	(1,300)	-86.67%
	Subtotal	$ 1,954	$ 8,172	$ 1,700	$ 86	$ 400	(1,300)	-76.47%
Other Operating Expenses								
5400	Subscriptions & Memberships	$ 602	$ 781	$ 600	$ 375	$ 600	-	0.00%
5800	Training	1,198	3,191	500	-	600	100	20.00%
	Subtotal	$ 1,800	$ 3,972	$ 1,100	$ 375	$ 1,200	100	9.09%
							Overall	
	Total Information Technology	$ 405,963	$ 425,134	$ 345,346	$ 217,443	$ 410,550	$ 65,205	18.88%

Personnel Summary						Change
Information Technology Director	1.0	1.0	1.0	1.0	1.0	-
Information Technology Manager	1.0	1.0	-	-	-	-
Information Technology PT	-	-	-	-	0.5	0.5
Department Total	2.0	2.0	1.0	1.0	1.5	0.5

City of Miami Springs

Information Technology Department

Fiscal Year 2025/26

Budget Justifications

Object Code #	Category	Council Approval 2025/26	Comment
1200	Employee Salaries	$ 117,467	IT Director
1300	Part Time Salaries	38,350	PT
2100	FICA	11,920	Social Security & Medicare taxes
2201	Pension	12,346	Estimated pension contribution paid by the City for each full-time General employee
2301	Health, Life & Disability	18,116	Estimated annual employee costs for health, dental, life insurance benefits
2400	Workers' Compensation	213	Allocated cost of workers' compensation premiums paid
3400	Other Cont. Services	196,988	Civic Plus / Municode website hosting $7,500 + Central Square Naviline $126,179 + Box.com $540 + Tyler Tech payroll $15,200 + Phone service $22,800 + AWS $1200 + Vircom $3,200 +Microsoft 365 $11,856 + Adobe admin license $1,850 + Everon Lenel support $3,500 + Knowbe4$3,163
4101	Communication Services	3,500	Office phone service for IT dept, cellular phones, Comcast
4530	Insurance	3,810	General liability, automotive, and property insurance
4650	R&M	6,240	7 USWpro CDW#: 5823900 units $756 each + 6 Unifi US6 pro wifi CDW#: 6826103 $158 each
5100	Office Supplies	200	Office supplies - paper/pens/etc…
5200	Operating Supplies	200	Desktop drives, keyboards, mice and flash drives
5400	Subscriptions & Memberships	600	flgisa + pro services iCloud and graphics apps + Mayor Mitchell iCloud subscription
5800	Training	600	Employee training
	Total Information Technology	$ 410,550	

City of Miami Springs

Information Technology

Fiscal Year 2025/26

Goals, Objectives and Accomplishments

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

To provide technical support to each department's unique needs and help department heads decide on future technologies that
2. efficiently flow relevant data.

3. Install, repair, update, replace mission critical servers used by all employees within the City's local area network.

4. Monitor, implement, and fine-tune cybersecurity related controls used to protect the City's data, local and wide area networks.

5. Recommend hardware and software purchases that are compliant with our current security standards.

6. Limit access to employees to prevent data loss and unauthorized access to data and networks where not required.

7. Provide public wifi at each of the City's official buildings using secure and limited access.

8. Maintain updated network security, acceptable use, and related policies.

9. Maintain and update a local government continuity plan.

10. Ensure critical data is archived safely within standards and custom procedures used in the industry.

11. Track user computers and make recommendations of when upgrades are needed.

12. To provide auditors with required documentation.

13. Work with procurement and comptroller on managing technology related purchases.

14. Manage City's office phone system and cellular services.

15. Maintain door security system and provide secure City Hall building entry to all required employees.

Performance Measures and Scorecard

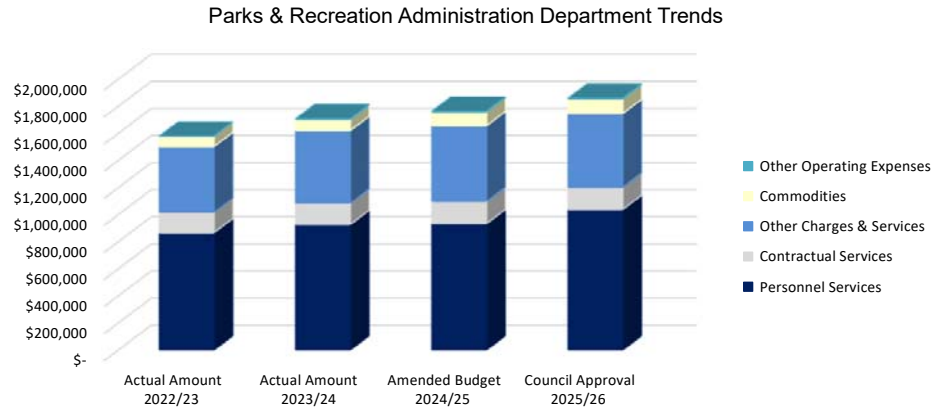
	Performance Workload Indicators	Information Technology Objective(s)	Actual 2022/23	Actual 2023/24	Projected 2024/25	Estimate 2025/26
Workload Measures	Number of informal Help desk calls	1-11	1,560	1,080	1,424	1,020
	Daily average of web hits	1-11	623	N/A	N/A	1,000
	Daily average of web visitors	1-11	389	N/A	N/A	800
	Users supported	1-11	136	136	160	160
	PC's supported	1-11	142	142		
	HW Servers	1-11	19	7	13	6
	Virtual Servers	1-11	5	12	12	19
	Number of Hardware support calls	1-11	59	27	104	80
	Number of Software support calls	1-11	376	278	175	200
	Number of phone related support calls	1-11	37	303	325	100
	Number of trianing hours provided	1-11	100	62	120	120
	Tech staff to End User ratio	1-11	46:1	68:1	160:1	76:1
	Number of website related tasks or problems	1-11	23	16	122	100
	Number of network related tasks or problems	1-11	120	172	62	200
	Number of server related tasks or problems	1-11	945	284	520	500
	Email uptime	1-11	100.00%	100.00%	100.00%	100.00%
	File Services uptime	1-11	99.80%	99.23%	100.00%	100.00%
	LaserFiche scan system	1-11	99.40%	99.92%	99.32%	100.00%
	DNS	1-11	100.00%	98.63%	99.77%	100.00%
	DHCP	1-11	98.70%	98.63%	99.86%	100.00%
	Website	1-11	99.90%	100.00%	100.00%	100.00%
	Terminal Server	0-Jan	1,231	843	1,155	1,026
	DMS server	1-11	98.00%	99.23%	75.00%	75.00%
	TrendMicro antivirus	1-11	0.00%	0.00%	N/A	N/A
	Vermont Rectrac	1-11	100.00%	98.63%	100.00%	100.00%
	Golfnow	1-11	99.70%	98.63%	99.92%	100.00%
	MSPD-Mobile server	1-11	98.80%	98.46%	99.63%	100.00%
	MSPD-SQL | DHSMV ftp	1-11	98.80%	98.46%	99.86%	100.00%
	MSPD Domain Controller	1-11	99.40%	98.46%	99.77%	100.00%

City of Miami Springs

Parks & Recreation Administration
Fiscal Year 2025/26
Departmental Budget Summary

Department Description

The City of Miami Springs Parks and Recreation Department will enrich the quality of life for the people of Miami Springs by providing significant recreational opportunities in exemplary parks and recreation environments. The Administration Division is responsible for overall operation of the Parks & Recreation Department and ensuring it is responsive to the needs of the residents.



Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26
1000/2999	Personnel Services	$ 865,250	$ 924,928	$ 931,479	$ 400,521	$ 1,036,735
3000/3999	Contractual Services	150,396	158,936	165,514	80,156	165,514
4000/4999	Other Charges & Services	485,624	535,089	557,530	230,203	542,728
5000/5399	Commodities	76,107	82,811	102,020	42,051	108,020
5400/5499	Other Operating Expenses	580	4,062	5,000	299	5,000
	Total Expenditures	$ 1,577,957	$ 1,705,826	$ 1,761,543	$ 753,230	$ 1,857,997

City of Miami Springs

Parks & Recreation Administration

Fiscal Year 2025/26

001-5701-572

Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26	$ Change	% Change
Personnel Services								
1200	Employee Salaries	$ 358,378	$ 369,814	$ 359,177	$ 166,864	$ 383,235	$ 24,058	6.70%
1300	Part Time Salaries	222,503	242,017	280,000	135,732	345,500	65,500	23.39%
1400	Overtime	36,163	35,332	-	17,623	-	-	0.00%
1600	Seasonal	90,116	115,136	140,000	10,734	145,000	5,000	3.57%
2101	FICA	53,989	58,174	59,607	25,288	66,841	7,234	12.14%
2201	Pension	34,231	34,368	37,426	18,662	40,856	3,430	9.16%
2301	Health, Life & Disability	59,754	59,983	53,223	25,300	51,349	(1,874)	-3.52%
2400	Workers' Compensation	10,116	10,104	2,045	318	3,954	1,909	93.34%
	Subtotal	$ 865,250	$ 924,928	$ 931,479	$ 400,521	$ 1,036,735	105,257	11.30%
Contractual Services								
3400	Other Cont. Services	$ 70,760	$ 86,507	$ 83,394	$ 37,476	$ 83,394	-	0.00%
3400	Officials/Referees	44,688	40,844	46,470	25,080	46,470	-	0.00%
3418-20	Pelican Playhouse	34,948	31,585	35,650	17,600	35,650	-	0.00%
	Subtotal	$ 150,396	$ 158,936	$ 165,514	$ 80,156	$ 165,514	-	0.00%
Other Charges & Services								
4000	Travel & Per Diem	$ 4,800	$ 4,800	$ 3,600	$ 2,400	$ 3,600	-	0.00%
4101	Communication Services	15,562	15,508	1,838	6,309	15,562	13,724	746.68%
4103	Postage	-	-	200	79	200	-	0.00%
4301	Utilities	155,769	151,316	167,382	63,460	167,382	-	0.00%
4402	Rentals and Leases	7,894	5,063	5,640	2,483	5,640	-	0.00%
4510	Fleet Maintenance	15,624	15,336	8,000	3,745	8,000	-	0.00%
4530	Insurance	137,492	151,863	183,921	86,496	155,865	(28,056)	-15.25%
4600	R&M	32,704	57,057	46,601	8,634	46,601	-	0.00%
4700	Printing & Binding	2,509	2,978	3,000	276	3,000	-	0.00%
4800	Advertising and Promotions	112,803	115,695	128,470	52,405	128,000	(470)	-0.37%
4902	Other Current Charges	467	15,473	8,878	3,916	8,878	-	0.00%
	Subtotal	$ 485,624	$ 535,089	$ 557,530	$ 230,203	$ 542,728	(14,802)	-2.65%
Commodities								
5100	Office Supplies	$ 1,315	$ 2,498	$ 2,500	$ 1,437	$ 2,500	-	0.00%
5200	Operating Supplies	47,183	46,397	50,385	23,726	56,385	6,000	11.91%
5202	Gas & Oil	-	3,140	2,500	1,938	2,500	-	0.00%
5240	Uniforms	-	1,976	3,500	910	3,500	-	0.00%
52XX	Other Operating Supplies	27,609	28,800	43,135	14,040	43,135	-	0.00%
	Subtotal	$ 76,107	$ 82,811	$ 102,020	$ 42,051	$ 108,020	6,000	5.88%
Other Operating Expenses								
5400	Subscriptions & Memberships	$ 580	$ 929	$ 1,500	$ 299	$ 1,500	-	0.00%
5450	Training	-	3,133	3,500	-	3,500	-	0.00%
	Subtotal	$ 580	$ 4,062	$ 5,000	$ 299	$ 5,000	-	0.00%
							Overall	
	Total P&R Administration	$ 1,577,957	$ 1,705,826	$ 1,761,543	$ 753,230	$ 1,857,997	$ 96,455	5.48%

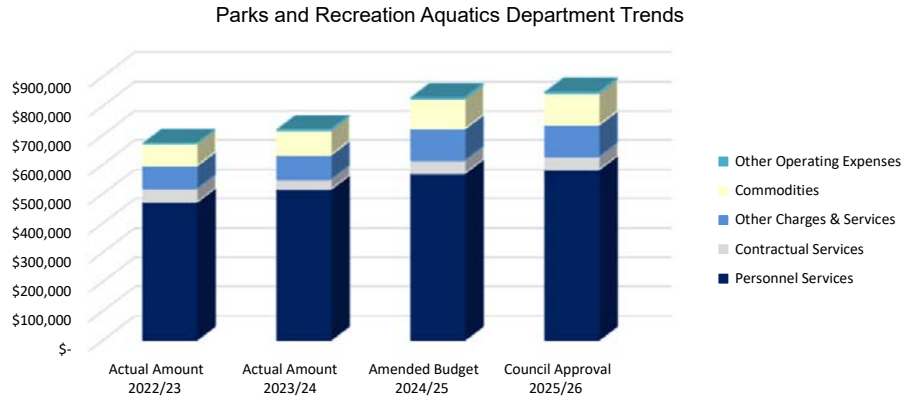
Personnel Summary						Change
Parks and Recreation Director	1.0	1.0	1.0	1.0	1.0	-
Programs Supervisor	1.0	1.0	1.0	1.0	1.0	-
Athletics Supervisor	1.0	1.0	1.0	1.0	1.0	-
Program Specialist	1.0	1.0	1.0	1.0	1.0	-
Recreation Coordinator	-	-	1.0	1.0	1.0	-
Recreation Coordinator (PT)	-	-	-	-	1.0	1
Recreation leaders (P/T)	as needed	as needed	as needed	as needed	as needed	-
Seasonal Leaders (P/T)	as needed	as needed	as needed	as needed	as needed	-
Department Total	4.00	4.00	5.0	5.0	6.0	1

City of Miami Springs

Parks & Recreation Aquatics
Fiscal Year 2025/26
Departmental Budget Summary

Department Description

The City of Miami Springs Parks and Recreation Department will enrich the quality of life for the people of Miami Springs by providing significant recreational opportunities in exemplary parks and recreation environments. The Aquatics Division is responsible for operating the pool and all related water sports activities and related facilities.



Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26
1000/2999	Personnel Services	$ 470,653	$ 514,735	$ 569,438	$ 212,212	$ 581,539
3000/3999	Contractual Services	45,906	33,522	43,948	20,364	43,948
4000/4999	Other Charges & Services	78,514	84,206	108,284	47,545	108,858
5000/5399	Commodities	43,971	52,371	65,500	14,118	65,500
5400/5499	Other Operating Expenses	3,312	1,888	5,000	666	5,000
	Total Expenditures	$ 642,356	$ 686,722	$ 792,170	$ 294,905	$ 804,845

City of Miami Springs

Parks & Recreation Aquatics

Fiscal Year 2025/26

001-5702-572

Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26	$ Change	% Change
Personnel Services								
1200	Employee Salaries	$ 91,395	$ 106,364	$ 150,357	$ 50,885	$ 158,608	$ 8,251	5.49%
1300	Part Time Salaries	300,195	324,742	340,000	121,370	340,000	-	0.00%
1400	Overtime	7,980	5,536	-	2,047	-	-	0.00%
2101	FICA	30,132	32,631	37,512	13,108	38,143	631	1.68%
2201	Pension	9,217	9,787	11,291	5,661	12,255	965	8.54%
2301	Health, Life & Disability	25,448	28,991	28,991	13,873	28,570	(421)	-1.45%
2400	Workers' Compensation	5,976	6,684	1,287	5,268	3,962	2,675	207.80%
2500	Unemployment Compensation	310	-	-	-	-	-	0.00%
	Subtotal	$ 470,653	$ 514,735	$ 569,438	$ 212,212	$ 581,539	12,100	2.12%
Contractual Services								
3400	Other Cont. Services	$ 45,906	$ 33,522	$ 43,948	$ 20,364	$ 43,948	-	0.00%
	Subtotal	$ 45,906	$ 33,522	$ 43,948	$ 20,364	$ 43,948	-	0.00%
Other Charges & Services								
4101	Communication Services	$ 2,292	$ 2,039	$ -	$ 850	$ 2,040	2,040	100.00%
4301	Utilities	55,595	63,144	71,390	18,807	71,390	-	0.00%
4402	Rentals and Leases	726	-	4,500	-	4,500	-	0.00%
4530	Insurance	10,382	7,861	9,612	22,452	8,146	(1,466)	-15.25%
4600	R&M	9,519	11,162	22,782	5,436	22,782	-	0.00%
	Subtotal	$ 78,514	$ 84,206	$ 108,284	$ 47,545	$ 108,858	574	0.53%
Commodities								
5200	Operating Supplies	$ 43,971	$ 47,401	$ 60,500	$ 13,336	$ 60,500	-	0.00%
5240	Uniforms	-	4,970	5,000	782	5,000	-	0.00%
	Subtotal	$ 43,971	$ 52,371	$ 65,500	$ 14,118	$ 65,500	-	0.00%
Other Operating Expenses								
5400	Subscriptions & Memberships	$ 641	$ 487	$ 1,000	$ 375	$ 1,000	-	0.00%
5450	Training	2,671	1,401	4,000	291	4,000	-	0.00%
	Subtotal	$ 3,312	$ 1,888	$ 5,000	$ 666	$ 5,000	-	0.00%
							Overall	
	Total Aquatics	$ 642,356	$ 686,722	$ 792,170	$ 294,905	$ 804,845	$ 12,674	1.60%

Personnel Summary						Change
Aquatics Supervisor	1.0	1.0	1.0	1.0	1.0	-
Aquatics Coordinator	1.0	1.0	1.0	1.0	1.0	-
Lifeguards (P/T)	as needed	as needed	as needed	as needed	as needed	-
Cashiers (P/T)	as needed	as needed	as needed	as needed	as needed	-
Department Total	2.0	2.0	2.0	2.0	2.0	-

City of Miami Springs

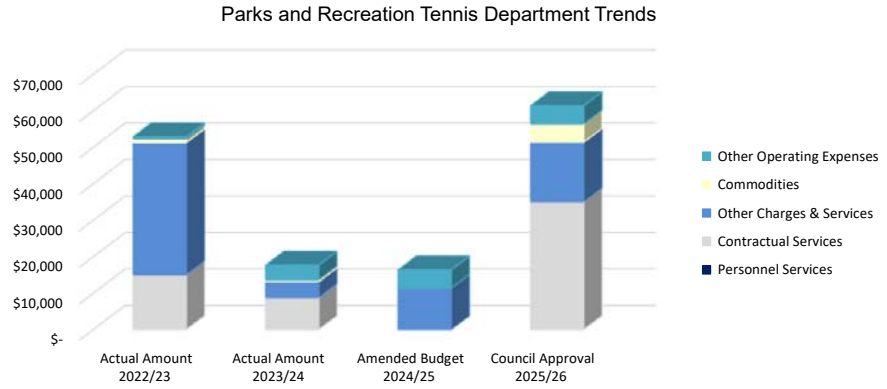
Parks & Recreation Tennis

Fiscal Year 2025/26

Departmental Budget Summary

Department Description

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



Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26
1000/2999	Personnel Services	$ -	$ -	$ -	$ -	$ -
3000/3999	Contractual Services	15,000	8,750	-	1,839	35,000
4000/4999	Other Charges & Services	36,208	4,344	11,328	2,733	16,328
5000/5399	Commodities	1,040	482	-	10,400	5,000
5400/5499	Other Operating Expenses	-	-	-	-	-
	Total Expenditures	$ 52,248	$ 13,576	$ 11,328	$ 14,972	$ 56,328

City of Miami Springs

Parks & Recreation Tennis

Fiscal Year 2025/26

001-5703-572

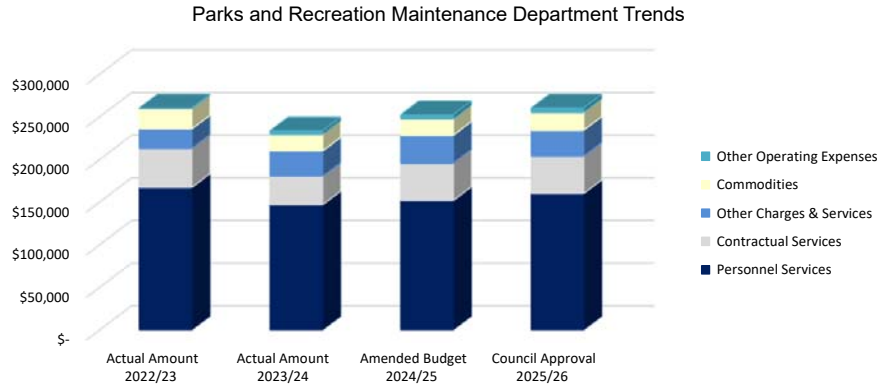
Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26	$ Change	% Change
Personnel Services								
1200	Employee Salaries	$ -	$ -	$ -	$ -	$ -	$ -	0.00%
1300	Part Time Salaries	-	-	-	-	-	-	0.00%
2101	FICA	-	-	-	-	-	-	0.00%
2201	Pension	-	-	-	-	-	-	0.00%
2301	Health, Life & Disability	-	-	-	-	-	-	0.00%
2400	Workers' Compensation	-	-	-	-	-	-	0.00%
	Subtotal	$ -	$ -	$ -	$ -	$ -	-	0.00%
Contractual Services								
3400	Other Cont. Services	$ 15,000	$ 8,750	$ -	$ 1,839	$ 35,000	35,000	100.00%
	Subtotal	$ 15,000	$ 8,750	$ -	$ 1,839	$ 35,000	35,000	100.00%
Other Charges & Services								
4301	Utilities	$ 4,358	$ 4,344	$ 6,328	$ 2,278	$ 6,328	-	0.00%
4600	R&M	31,850	-	5,000	455	10,000	5,000	100.00%
	Subtotal	$ 36,208	$ 4,344	$ 11,328	$ 2,733	$ 16,328	5,000	44.14%
Commodities								
5200	Operating Supplies	$ 1,040	$ 482	$ -	$ 10,400	$ 5,000	5,000	100.00%
	Subtotal	$ 1,040	$ 482	$ -	$ 10,400	$ 5,000	5,000	100.00%
Other Operating Expenses								
5400	Subscriptions & Memberships	$ -	$ -	$ -	$ -	$ -	-	0.00%
	Subtotal	$ -	$ -	$ -	$ -	$ -	-	0.00%
							Overall	
	Total Tennis	$ 52,248	$ 13,576	$ 11,328	$ 14,972	$ 56,328	$ 45,000	397.25%

City of Miami Springs

Parks & Recreation Maintenance
Fiscal Year 2025/26
Departmental Budget Summary

Department Description

The City of Miami Springs Parks and Recreation Department will enrich the quality of life for the people of Miami Springs by providing significant recreational opportunities in exemplary parks and recreation environments. The Parks Maintenance Division is responsible for the condition of all recreational facilities, fields and parks.



Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26
1000/2999	Personnel Services	$ 166,651	$ 146,358	$ 151,298	$ 73,009	$ 159,500
3000/3999	Contractual Services	149,912	147,394	184,000	73,979	184,000
4000/4999	Other Charges & Services	22,753	29,647	32,603	10,266	30,302
5000/5399	Commodities	23,877	19,496	19,120	10,651	21,120
5400/5499	Other Operating Expenses	-	-	-	-	-
	Total Expenditures	$ 363,193	$ 342,895	$ 387,021	$ 167,905	$ 394,922

City of Miami Springs

Parks & Recreation Maintenance

Fiscal Year 2025/26

001-5705-572

Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26	$ Change	% Change
Personnel Services								
1200	Employee Salaries	$ 81,965	$ 84,728	$ 92,950	$ 43,458	$ 95,740	$ 2,789	3.00%
1300	Part Time Salaries	38,554	25,377	20,000	9,008	21,835	1,835	9.18%
1400	Overtime	7,296	3,390	-	3,978	-	-	0.00%
2101	FICA	9,740	8,646	8,641	4,130	8,994	354	4.09%
2201	Pension	7,850	5,239	11,769	3,046	12,357	588	4.99%
2301	Health, Life & Disability	20,430	17,598	17,641	8,177	17,105	(536)	-3.04%
2400	Workers' Compensation	816	1,380	296	1,212	3,469	3,173	1070.02%
	Subtotal	$ 166,651	$ 146,358	$ 151,298	$ 73,009	$ 159,500	8,202	5.42%
Contractual Services								
3400	Other Cont. Services	$ 149,912	$ 147,394	$ 184,000	$ 73,979	$ 184,000	-	0.00%
	Subtotal	$ 149,912	$ 147,394	$ 184,000	$ 73,979	$ 184,000	-	0.00%
Other Charges & Services								
4402	Rentals and Leases	$ -	$ -	$ 1,000	$ -	$ 1,000	-	0.00%
4530	Insurance	1,409	1,613	1,975	1,194	1,674	(301)	-15.24%
4600	R&M	21,344	28,034	29,628	9,072	27,628	(2,000)	-6.75%
	Subtotal	$ 22,753	$ 29,647	$ 32,603	$ 10,266	$ 30,302	(2,301)	-7.06%
Commodities								
5200	Operating Supplies	$ 23,877	$ 19,496	$ 19,120	$ 10,651	$ 21,120	2,000	10.46%
	Subtotal	$ 23,877	$ 19,496	$ 19,120	$ 10,651	$ 21,120	2,000	10.46%
Other Operating Expenses								
5400	Subscriptions & Memberships	$ -	$ -	$ -	$ -	$ -	-	0.00%
	Subtotal	$ -	$ -	$ -	$ -	$ -	-	0.00%
							Overall	
	Total Maintenance	$ 363,193	$ 342,895	$ 387,021	$ 167,905	$ 394,922	$ 7,901	2.04%

Personnel Summary						Change
Recreation Maintenance Supervisor	1.0	1.0	1.0	1.0	1.0	-
Recreation Maintenance Worker	1.0	1.0	1.0	1.0	1.0	-
Recreation Maintenance Worker (P/T)	2.0	1.0	1.0	1.0	1.0	-
Department Total	4.0	3.0	3.0	3.0	3.0	-

City of Miami Springs

Parks and Recreation Services Department

Fiscal Year 2025/26

Budget Justifications

Object Code #	Category	Council Approval 2025/26	Comment
1200	**Employee Salaries**	$ 637,582	Full time Salaries: Director, Special Events/Programs Supervisor, Special Events/Program Specialist, Athletic Supervisor, Recreation Coordinator, Recreation Specialist, Aquatic Supervisor, Aquatic Coordinator,Field Maintenance Supervisor, Field Maintenance Worker
1300	**Part Time Salaries**	707,335	Approx. 20 employees for nights, weekends, afterschoolcare, school holiday program, special events. variable pay from $14.00- $17.99. Approx. 32 Seasonal and Year-Round employees. variable pay based on job position from $14.00- $24.00. Fields: Approx. 1-2 employees @ $14.50. **Reflects dollar increase to $14.00 for minimum wage employees.**
1400	**Overtime**	-	Estimated overtime costs
1600	**Seasonal**	145,000	Aprox 30 employees, including head camp leader, bus driver, senior group leaders and summer camp counselors. variable pay from $14.00- $21.00 **Reflects dollar increase to $14.00 for minimum wage employees.**
2101	**FICA**	113,979	Social Security & Medicare taxes
2201	**Pension**	65,469	Estimated pension contribution paid by the City for each full-time General employee
2301	**Health, Life & Disability**	97,024	Estimated annual employee costs for health, dental, life insurance benefits
2401	**Workers' Compensation**	11,385	Allocated cost of workers' compensation premiums paid
3400	**Other Cont. Services**	428,462	Marsden, Janitorial Contract **($48,664)** Krypton Pest Control Contract **($720)** RS Cable, Security Alarm Monitoring Contract **($1,500)** Diversifire Fire Alarm Monitoring Contract **($2,600)** Thor Gaurd, Lighting Prediction System Contract **($5,100)** Alsco, Floor Mats/Dust Mops Cleaning Contract **($2,400)** Vermont Systems, Rec Trac Maintenance and Hosting/Web Trac **($16,610)** Fitness Solutions, Equipment Monthly Maintenance **($2,000)** Primos Contract **($1,800)** Rails Back Fire Sprinkler Contract **($2,000)** Marsden, Janitorial Contract **($22,248)** Dept of Health **($500)** Sentry Security, Security Alarm Monitoring Contract **($1,800)** Diversifire Fire Alarm Monitoring Contract **($3100)** Dept of Agriculture and ADP Slide Inspection **($1,000)** Alsco, Floor Mats Cleaning Contract **($1300)** Slidepros-Annual Slide Maintenance **($9,000)** Ces, Heater Maintenance **($3,000)** Rails Back Fire Sprinkler Contract **($2,000)** Brightview Field Maintenance Contract **($141,000)** Added Service to contract fertilzation **($24,000)** laser grading of fields/ adding clay **($19,000).** Pelican Playhouse **($31,400).** Tennis Instructors 70% split **($35,000)**
4001	**Travel & Per Diem**	3,600	Recreation Director Car Allowance
4101	**Communication Services**	17,802	Cell phone, office phones, internet, postage for mailing
4301	**Utilities**	245,100	Estimated amounts for FPL, water and gas
4402	**Rentals and Leases**	11,140	Metered Copies Contract **($300)** Storage Unit Monthly Rental Contract **($3,696)** Pool Vaccuum Lease **($4,500)** Equipment as needed for fields **($1000)**. Toshiba copier rental.
4510	**Fleet Maintenance**	8,000	Expenses related to the vehicles used by staff. 2 buses, 4 trucks.
4530	**Insurance**	165,685	General liability, automotive, and property insurance
4600	**R&M**	107,011	Cost Associated with all repairs to building, gym floors, walls electrical, aquatic center, tennis center and fields as needed.

City of Miami Springs

Parks and Recreation Services Department

Fiscal Year 2025/26

Budget Justifications

Object Code #	Category	Council Approval 2025/26	Comment
4700	Printing & Binding	3,000	Signs, Banners, and Posters
4800	Advertising and Promotions	128,000	Covers all Events Associated with Special Events: Daddy Daughter Date Night, Christmas at the Gazebo, Easter Events, Halloween Event, 4th of July- Car Rentals/Fireworks/Pool Party, Back to School Party, Luau Pool Party, Memorial Day and Veterans Day Ceremonies, Ribbon Cutting Ceremonies, as needed, Wreck Camp Out, Holiday Golf Cart Parade, Movie Nights, Holiday Tree Lighting, Back to School Field Party, Family Fun Friday Nights, Popsicle Wednesdays, Corn Hole Tournaments. Field trips/Activities for all Summer Camp age groups up to 160 campers.
4902	Other Current Charges	8,878	Bank charges and credit card fees
5101	Office Supplies	2,500	Misc office supplies, as needed
5200	Operating Supplies	143,005	All Expenses Associated with After School Care, School Holiday program, Summer Camp Program, Athletic Equipment, First Aid Supplies, Aquatic Supplies, Class Materials,Building paint, trash receptacles, equipment, as needed. Covers expenses for uniforms, trophies, DJ for End of Season Celebrations and Championship Games.x 2 seasons (basketball youth league). Chlorine, CO2, Calcium, Muartic Acid, as needed.
5202	Gas & Oil	2,500	Estimated expense for repairs and tires done at Public Works.
5240	Uniforms	8,500	Uniforms for Full Time and Year Round Part time Staff
52XX	Other Operating Supplies	43,135	Field Paint, Calfine, Rapid Dry, Hardware, Dog Park Supplies, As Needed. Based on 240 participants, Catering Costs, Banquet Staff and DJ (Daddy Daugther Dance). Covers events associated with teen program projects. Based on 60 participants- shirts, awards, end of camp party (sept)(basketball camp youth). Based on 15 participants- shirts, awards, end of camp party (basketball ball advanced). Jerseys and trophies (basketball mens). Timing System, Timing chips, shirts medals, and giftcards for turkey trot and springs festival runs. Jerseys, awards, Championship Celebration (summer)(basketball teen league). Covers expenses for uniforms, trophies, DJ for end of season parties and championship games (flag football).
5410	Subscriptions & Memberships	2,500	FRPA membership fees for Full Time staff
5450	Training	7,500	Seminars, Classes and Certifications, CRPR Certifications for Full Time staff Pool Operators recertification, Costs associated with Red Cross
	Total Parks and Recreation	$ 3,114,092	

City of Miami Springs

Parks & Recreation Department

Fiscal Year 2025/26

Goals, Objectives and Accomplishments

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

2 Conduct cooperative youth and adult sports programs including but not limited to soccer, basketball, baseball and flag football.

3 Provide additional “non-athletic” youth, adult, senior programs and increase participation in our Special Events at the Recreation Center.

4 Conduct periodic meetings with local non-City organizations that co-sponsor programs through the Recreation department.

5 Increase our overall recreational programs by 10%

6 Implement new events for the community

7 Enhance our athletic programs (basketball and flag football)

8 To have the Miami Springs Aquatic Center provide our residents and patrons with a safe environment to learn to swim, aquatic leisure and to also have a family fun experience.

9 Offer additional family-oriented activities during “open swim” sessions

10 Offer Learn to Swim program

11 Offer water safety classes to the community

12 Host events quarterly at the Aquatic Center

13 Offer fitness water classes for our pool patrons

14 To maintain the Tennis facility for all residents of the City of Miami Springs to enjoy and have leisure/recreation activities.

15 To supervise Valiente Tennis to assure that a variety of programs for both youth and adults, on a social and competitive level, are being offered.

16 Assist Valiente Tennis with promoting their youth and adult programs to residents, local hotels and businesses.

17 Continue to host district and regional high school tournaments

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

19 Aerate fields a minimum of two times annually

20 Establish a proper maintenance schedule to improve field conditions

21 Provide daily maintenance to keep fields up to par year round

22 Laser grade all ball fields as needed

23 Re-sod parks as necessary

24 Upgrade irrigation at parks

25 Have our maintenance supervisor trained in all aspects regarding field maintenance, etc. (trained, certified and licensed)

City of Miami Springs

Parks & Recreation Department

Fiscal Year 2025/26

Performance Measures and Scorecard

	Performance Workload Indicators	Parks and Recreation Objective(s)	Actual 2022/23	Actual 2023/24	Projected 2024/25	Estimate 2025/26
Workload Measures	Increase participants in co-sponsored athletic programs by 10%	1, 2	Yes	Yes	Yes	Yes
	Assist the Optimist and Little League with registration and promotions	1, 3	Yes	Yes	Yes	Yes
	Increase teen basketball league	1, 7	Yes	Yes	Yes	Yes
	Increase Summer Basketball Camp	1, 7	No	Yes	No	Yes
	Increase number of Youth Basketball Program Participants by 10%	1, 7	Yes	Yes	Yes	Yes
	Develop New Programming -Camper Swim Lessons (Increase by 10%)	1, 9, 10, 11, 12, 13	Yes	Yes	Yes	Yes
	CIT Program. (Increase by 10%)	1	Yes	Yes	Yes	Yes
	Increase Teen Program participation by 10%	1	Yes	Yes	Yes	Yes
	Increase participation in our 5K's by 10%	1	Yes	Yes	Yes	Yes
	Increase special events attendance	1, 3	Yes	Yes	Yes	Yes
	Increase our Wreck Camp Out Event by 10%	1, 5	Yes	Yes	Yes	Yes
	Implement a Toy Drive in conjunction with our Holiday Event	1, 3	Yes	Yes	Yes	Yes

City of Miami Springs

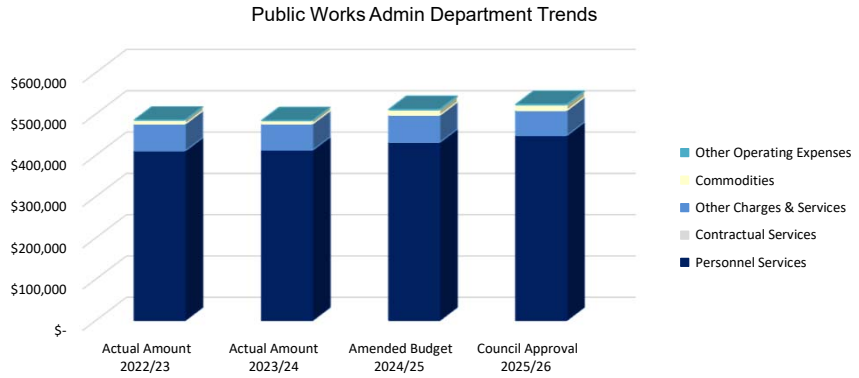
Public Works Administration

Fiscal Year 2025/26

Departmental Budget Summary

Department Description

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



Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26
1000/2999	Personnel Services	$ 410,481	$ 412,218	$ 430,996	$ 168,376	$ 447,673
3000/3999	Contractual Services	-	-	-	-	-
4000/4999	Other Charges & Services	64,956	63,592	65,618	36,186	60,467
5000/5399	Commodities	9,145	7,931	12,943	4,225	13,500
5400/5499	Other Operating Expenses	338	12	1,300	93	1,300
	Total Expenditures	$ 484,920	$ 483,753	$ 510,857	$ 208,880	$ 522,940

City of Miami Springs

Public Works Administration

Fiscal Year 2025/26

001-5401-541

Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26	$ Change	% Change
Personnel Services								
1200	Employee Salaries	$ 304,742	$ 315,382	$ 321,073	$ 124,485	$ 338,025	$ 16,953	5.28%
1400	Overtime	1,029	1,612	-	109	500	500	100.00%
2100	FICA	23,393	24,321	24,562	9,585	25,859	1,297	5.28%
2201	Pension	29,443	26,378	33,456	16,916	35,526	2,071	6.19%
2301	Health, Life & Disability	49,318	41,741	47,534	17,119	47,301	(233)	-0.49%
2400	Workers' Compensation	2,556	2,784	4,372	162	461	(3,911)	-89.45%
	Subtotal	$ 410,481	$ 412,218	$ 430,996	$ 168,376	$ 447,673	16,677	3.87%
Contractual Services								
3400	Other Cont. Services	$ -	$ -	$ -	$ -	$ -	-	0.00%
	Subtotal	$ -	$ -	$ -	$ -	$ -	-	0.00%
Other Charges & Services								
4000	Travel & Per Diem	$ 4,200	$ 3,500	$ 4,200	$ 2,100	$ 4,200	-	0.00%
4101	Communication Services	5,615	6,685	6,950	3,313	6,950	-	0.00%
4103	Postage	-	-	1,000	476	1,000	-	0.00%
4301	Utilities	13,830	18,478	15,000	11,553	15,000	-	0.00%
4402	Rentals and Leases	2,406	1,466	1,600	635	1,600	-	0.00%
4510	Fleet Maintenance	2,824	5,026	2,500	755	2,500	-	0.00%
4530	Insurance	34,554	28,063	33,768	17,354	28,617	(5,151)	-15.25%
4600	R&M	796	271	500	-	500	-	0.00%
4700	Printing and Binding	731	100	100	-	100	-	0.00%
4902	Other Current Charges	-	3	-	-	-	-	0.00%
	Subtotal	$ 64,956	$ 63,592	$ 65,618	$ 36,186	$ 60,467	(5,151)	-7.85%
Commodities								
5100	Office Supplies	$ 2,484	$ 1,217	$ 3,143	$ 633	$ 3,000	(143)	-4.55%
5200	Operating Supplies	6,661	5,030	8,000	2,485	8,000	-	0.00%
5202	Gas & Oil	-	1,684	1,800	1,107	2,500	700	38.89%
	Subtotal	$ 9,145	$ 7,931	$ 12,943	$ 4,225	$ 13,500	557	4.30%
Other Operating Expenses								
5400	Subscriptions & Memberships	$ 3	$ 12	$ 300	$ 8	$ 300	-	0.00%
5800	Training	335	-	1,000	85	1,000	-	0.00%
	Subtotal	$ 338	$ 12	$ 1,300	$ 93	$ 1,300	-	0.00%
							Overall	
	Total Public Works Administration	$ 484,920	$ 483,753	$ 510,857	$ 208,880	$ 522,940	$ 12,083	2.37%

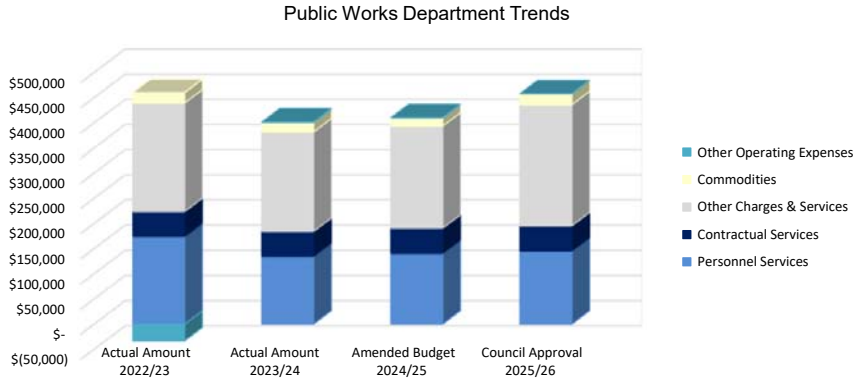
Personnel Summary						Change
Director of Public Works	1.0	1.0	1.0	1.0	1.0	-
Assistant Director of Public Works	1.0	1.0	1.0	1.0	1.0	-
Administrative Assistant I	2.0	2.0	2.0	2.0	1.0	(1)
Administrative Assistant II	1.0	1.0	1.0	1.0	1.0	-
Materials Mgt Clerk	1.0	1.0	1.0	1.0	1.0	-
Department Total	6.0	6.0	6.0	6.0	5.0	(1)

City of Miami Springs

Public Works Streets/Streetlights
Fiscal Year 2025/26
Departmental Budget Summary

Department Description

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



Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26
1000/2999	Personnel Services	$ 173,765	$ 134,380	$ 140,414	$ 63,733	$ 145,156
3000/3999	Contractual Services	49,685	49,670	50,000	-	50,000
4000/4999	Other Charges & Services	215,730	197,608	202,903	94,339	240,613
5000/5399	Commodities	20,622	18,860	16,700	9,502	22,000
5400/5499	Other Operating Expenses	(33,130)	836	-	-	-
	Total Expenditures	$ 426,672	$ 401,354	$ 410,017	$ 167,574	$ 457,769

City of Miami Springs

Public Works Streets/Streetlights

Fiscal Year 2025/26

001-5402-541

Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26	$ Change	% Change
Personnel Services								
1200	Employee Salaries	$ 119,332	$ 89,053	$ 89,681	$ 41,785	$ 96,126	$ 6,445	7.19%
1400	Overtime	-	327	-	452	1,000	1,000	100.00%
2100	FICA	8,505	6,778	6,861	3,215	7,354	493	7.19%
2201	Pension	11,321	8,184	9,345	4,702	10,103	758	8.11%
2301	Health, Life & Disability	33,299	28,706	23,124	10,993	22,973	(151)	-0.65%
2400	Workers' Compensation	1,308	1,332	11,403	2,586	7,600	(3,803)	-33.35%
	Subtotal	$ 173,765	$ 134,380	$ 140,414	$ 63,733	$ 145,156	4,742	3.38%
Contractual Services								
3400	Other Cont. Services	$ 49,685	$ 49,670	$ 50,000	$ -	$ 50,000	-	0.00%
	Subtotal	$ 49,685	$ 49,670	$ 50,000	$ -	$ 50,000	-	0.00%
Other Charges & Services								
4301	Utilities	$ 175,031	$ 170,822	$ 176,000	$ 73,500	$ 204,000	28,000	15.91%
4510	Fleet Maintenance	20,185	15,668	15,000	9,130	15,000	-	0.00%
4530	Insurance	-	1,567	1,903	948	1,613	(290)	-15.24%
4600	R&M	20,514	9,551	10,000	10,761	20,000	10,000	100.00%
	Subtotal	$ 215,730	$ 197,608	$ 202,903	$ 94,339	$ 240,613	37,710	18.59%
Commodities								
5200	Operating Supplies	$ 20,622	$ 9,051	$ 11,700	$ 4,073	$ 12,000	300	2.56%
5202	Gas & Oil	-	9,809	5,000	5,429	10,000	5,000	100.00%
	Subtotal	$ 20,622	$ 18,860	$ 16,700	$ 9,502	$ 22,000	5,300	31.74%
Other Operating Expenses								
5500	Inventory Over/Short	$ (33,130)	$ 836	$ -	$ -	$ -	-	0.00%
	Subtotal	$ (33,130)	$ 836	$ -	$ -	$ -	-	0.00%
							Overall	
	Total Streets/Streetlights	$ 426,672	$ 401,354	$ 410,017	$ 167,574	$ 457,769	$ 47,752	11.65%

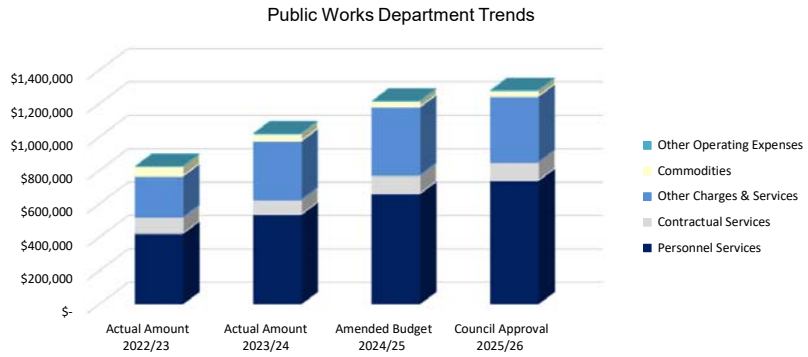
Personnel Summary						Change
Maintenance Worker I	2.0	2.0	2.0	2.0	2.0	-
Department Total	2.0	2.0	2.0	2.0	2.0	-

City of Miami Springs

Public Works Public Properties
Fiscal Year 2025/26
Departmental Budget Summary

Department Description

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



Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26
1000/2999	Personnel Services	$ 420,573	$ 534,505	$ 658,635	$ 306,961	$ 737,304
3000/3999	Contractual Services	96,894	87,528	110,000	5,830	110,000
4000/4999	Other Charges & Services	246,705	352,234	408,858	129,165	394,015
5000/5399	Commodities	57,459	44,150	35,000	16,498	35,000
5400/5499	Other Operating Expenses	-	-	-	-	-
	Total Expenditures	$ 821,631	$ 1,018,417	$ 1,212,493	$ 458,454	$ 1,276,319

City of Miami Springs

Public Works Public Properties
Fiscal Year 2025/26
001-5404-541

Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26	$ Change	% Change
Personnel Services								
1200	Employee Salaries	$ 292,700	$ 367,455	$ 417,595	$ 198,868	$ 492,564	$ 74,969	17.95%
1400	Overtime	3,972	4,252	-	3,439	8,000	8,000	100.00%
2100	FICA	22,618	27,948	31,946	15,127	37,681	5,735	17.95%
2201	Pension	27,431	28,962	43,513	18,844	51,768	8,255	18.97%
2301	Health, Life & Disability	67,900	99,792	112,481	57,959	111,407	(1,074)	-0.95%
2400	Workers' Compensation	5,952	6,096	53,099	12,030	35,883	(17,216)	-32.42%
2500	Unemployment Compensation	-	-	-	694	-	-	0.00%
	Subtotal	$ 420,573	$ 534,505	$ 658,635	$ 306,961	$ 737,304	78,669	11.94%
Contractual Services								
3400	Other Cont. Services	$ 96,894	$ 87,528	$ 110,000	$ 5,830	$ 110,000	-	0.00%
	Subtotal	$ 96,894	$ 87,528	$ 110,000	$ 5,830	$ 110,000	-	0.00%
Other Charges & Services								
4101	Communication Services	$ 5,603	$ 3,934	$ 500	$ 733	$ 1,000	500	100.00%
4301	Utilities	105,865	95,585	100,000	44,855	100,000	-	0.00%
4510	Fleet Maintenance	35,975	24,953	25,000	9,348	25,000	-	0.00%
4530	Insurance	80,398	223,897	274,958	68,394	233,015	(41,943)	-15.25%
4600	R&M	18,858	3,865	8,400	5,823	35,000	26,600	316.67%
4902	Other Current Charges	6	-	-	12	-	-	0.00%
	Subtotal	$ 246,705	$ 352,234	$ 408,858	$ 129,165	$ 394,015	(14,843)	-3.63%
Commodities								
5100	Office Supplies	$ 57,459	$ -	$ -	$ -	$ -	-	0.00%
5200	Operating Supplies	-	35,633	25,000	14,214	25,000	-	0.00%
5202	Gas & Oil	-	8,517	10,000	2,284	10,000	-	0.00%
	Subtotal	$ 57,459	$ 44,150	$ 35,000	$ 16,498	$ 35,000	-	0.00%
Other Operating Expenses								
5400	Subscriptions & Memberships	$ -	$ -	$ -	$ -	$ -	-	0.00%
	Subtotal	$ -	$ -	$ -	$ -	$ -	-	0.00%
							Overall	
	Total Public Properties	$ 821,631	$ 1,018,417	$ 1,212,493	$ 458,454	$ 1,276,319	$ 63,826	5.26%

Personnel Summary						Change
Maintenance Worker I	10.0	10.0	10.0	10.0	10.0	-
Maintenance Worker II	1.0	1.0	1.0	1.0	1.0	-
Department Total	11.0	11.0	11.0	11.0	11.0	-

City of Miami Springs

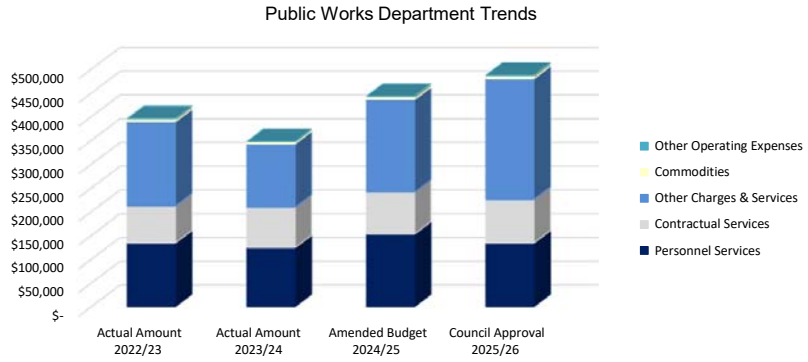
Public Works Building Maintenance

Fiscal Year 2025/26

Departmental Budget Summary

Department Description

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



Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26
1000/2999	Personnel Services	$ 133,851	$ 123,950	$ 152,573	$ 50,882	$ 133,695
3000/3999	Contractual Services	78,132	85,267	88,200	35,746	92,000
4000/4999	Other Charges & Services	177,222	133,532	195,028	88,844	254,127
5000/5399	Commodities	6,429	4,672	7,000	3,550	7,000
5400/5499	Other Operating Expenses	-	-	-	-	-
	Total Expenditures	$ 395,634	$ 347,421	$ 442,801	$ 179,022	$ 486,822

City of Miami Springs

Public Works Building Maintenance

Fiscal Year 2025/26

001-5405-541

Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26	$ Change	% Change
Personnel Services								
1200	Employee Salaries	$ 93,561	$ 86,711	$ 98,860	$ 32,777	$ 91,453	$ (7,408)	-7.49%
1400	Overtime	1,104	734	-	121	-	-	0.00%
2100	FICA	7,164	6,546	7,563	3,015	6,996	(567)	-7.49%
2201	Pension	8,875	8,119	10,301	4,145	9,612	(690)	-6.69%
2301	Health, Life & Disability	21,743	20,388	23,278	9,786	23,003	(275)	-1.18%
2400	Workers' Compensation	1,404	1,452	12,571	1,038	2,631	(9,940)	-79.07%
	Subtotal	$ 133,851	$ 123,950	$ 152,573	$ 50,882	$ 133,695	(18,879)	-12.37%
Contractual Services								
3400	Other Cont. Services	$ 78,132	$ 85,267	$ 88,200	$ 35,746	$ 92,000	3,800	4.31%
	Subtotal	$ 78,132	$ 85,267	$ 88,200	$ 35,746	$ 92,000	3,800	4.31%
Other Charges & Services								
4101	Communication Services	$ -	$ 429	$ 1,050	$ 239	$ 1,050	-	0.00%
4301	Utilities	309	439	125	153	125	-	0.00%
4510	Fleet Maintenance	2,477	541	1,200	11	1,200	-	0.00%
4530	Insurance	-	1,705	2,067	1,044	1,752	(315)	-15.24%
4600	R&M	174,436	130,418	190,586	87,397	250,000	59,414	31.17%
	Subtotal	$ 177,222	$ 133,532	$ 195,028	$ 88,844	$ 254,127	59,099	30.30%
Commodities								
5100	Office Supplies	$ 6,429	$ -	$ -	$ -	$ -	-	0.00%
5200	Operating Supplies	-	2,484	5,000	3,190	5,000	-	0.00%
5202	Gas & Oil	-	2,188	2,000	360	2,000	-	0.00%
	Subtotal	$ 6,429	$ 4,672	$ 7,000	$ 3,550	$ 7,000	-	0.00%
Other Operating Expenses								
5400	Subscriptions & Memberships	$ -	$ -	$ -	$ -	$ -	-	0.00%
	Subtotal	$ -	$ -	$ -	$ -	$ -	-	0.00%
							Overall	
	Total Building Maintenance	$ 395,634	$ 347,421	$ 442,801	$ 179,022	$ 486,822	$ 44,020	9.94%

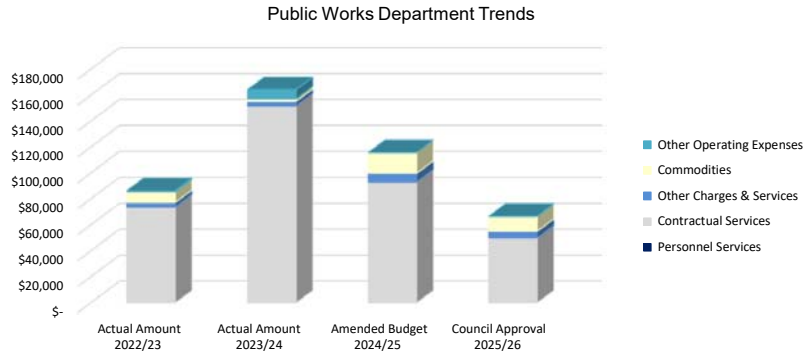
Personnel Summary						Change
Building Maintenance Specialist II	1.0	1.0	1.0	1.0	1.0	-
Building Maintenance Technician	1.0	1.0	1.0	1.0	1.0	-
Department Total	2.0	2.0	2.0	2.0	2.0	-

City of Miami Springs

Public Works Fleet Maintenance
Fiscal Year 2025/26
Departmental Budget Summary

Department Description

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



Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26
1000/2999	Personnel Services	$ -	$ -	$ -	$ -	$ -
3000/3999	Contractual Services	73,893	151,747	93,228	104,410	50,000
4000/4999	Other Charges & Services	3,420	3,536	6,574	4,667	5,105
5000/5399	Commodities	8,451	2,020	16,000	5,749	11,500
5400/5499	Other Operating Expenses	625	6,965	-	(178)	-
	Total Expenditures	$ 86,389	$ 164,268	$ 115,802	$ 114,648	$ 66,605

City of Miami Springs

Public Works Fleet Maintenance
Fiscal Year 2025/26
001-5407-541

Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26	$ Change	% Change
Personnel Services								
1200	Employee Salaries	$ -	$ -	$ -	$ -	$ -	$ -	0.00%
1400	Overtime	-	-	-	-	-	-	0.00%
2101	FICA	-	-	-	-	-	-	0.00%
2201	Pension	-	-	-	-	-	-	0.00%
2301	Health, Life & Disability	-	-	-	-	-	-	0.00%
2400	Workers' Compensation	-	-	-	-	-	-	0.00%
	Subtotal	$ -	$ -	$ -	$ -	$ -	-	0.00%
Contractual Services								
3400	Other Cont. Services	$ 73,893	$ 151,747	$ 93,228	$ 104,410	$ 50,000	(43,228)	-46.37%
	Subtotal	$ 73,893	$ 151,747	$ 93,228	$ 104,410	$ 50,000	(43,228)	-46.37%
Other Charges & Services								
4510	Fleet Maintenance	$ 162	$ 34	$ 2,500	$ 949	$ 2,500	-	0.00%
4530	Insurance	3,258	2,640	3,074	-	2,605	(469)	-15.26%
4600	R&M	-	862	1,000	3,718	-	(1,000)	-100.00%
	Subtotal	$ 3,420	$ 3,536	$ 6,574	$ 4,667	$ 5,105	(1,469)	-22.35%
Commodities								
5100	Office Supplies	$ 8,451	$ -	$ -	$ -	$ -	-	0.00%
5200	Operating Supplies	-	1,134	15,000	5,239	10,000	(5,000)	-33.33%
5202	Gas & Oil	-	886	1,000	510	1,500	500	50.00%
	Subtotal	$ 8,451	$ 2,020	$ 16,000	$ 5,749	$ 11,500	(4,500)	-28.13%
Other Operating Expenses								
5500	Inventory Over/Short	$ 625	$ 6,965		$ (178)	$ -	-	0.00%
	Subtotal	$ 625	$ 6,965	$ -	$ (178)	$ -	-	0.00%
							Overall	
	Total Fleet Maintenance	$ 86,389	$ 164,268	$ 115,802	$ 114,648	$ 66,605	$ (49,197)	-42.48%

City of Miami Springs

Public Works

Fiscal Year 2025/26

Budget Justifications

Object Code #	Category	Council Approval 2025/26	Comment
1200	Employee Salaries	$ 1,018,168	Salaries for the department
1400	Overtime	9,500	Estimated overtime costs
2101	FICA	77,890	Social Security & Medicare taxes
2201	Pension	107,009	Estimated pension contribution paid by the City for each full-time General employee
2301	Health, Life & Disability	204,684	Estimated annual employee costs for health, dental, life insurance benefits
2400	Workers' Compensation	46,576	Allocated cost of workers' compensation premiums paid
3400	Other Contractual Services	302,000	Tree Trimming, Arborist Services, Tree planting, Citywide Janitorial Services, Citywide Fleet Services Garage Contract
4001	Travel & Per Diem	4,200	Director car allowance
4101	Communication Services	9,000	Suncom, Verizon, Comcast-Internet/Fiberlink,Comcast cable front office and lunchroom
4103	Postage	1,000	Postage to mail letters, payments, etc.
4301	Utilities	319,125	PW Facility water and electrical service, Citywide Streetlights
4402	Rentals and Leases	1,600	Toshiba Printers and Copiers

City of Miami Springs

Public Works

Fiscal Year 2025/26

Budget Justifications

Object Code #	Category	Council Approval 2025/26	Comment
4510	Fleet Maintenance	46,200	Repair & Maintenance for all Streets related equipment, back hoe, skid steer, compactors, root cutter, air compressors, roller, pressure washer, All landscaping equipment
4530	Insurance	267,602	General liability, automotive, and property insurance
4610	R&M	305,500	Repairs and Maintenance of all City buildings, Minor garage equipment repairs, Citywide electrical repairs street and pathway lighting, electrical outlets in right-of-way
4701	Printing & Binding	100	Copier is used for all departmental forms
5101	Office Supplies	3,000	Printer cartridges, copy paper, note pads, file folders, pens, pencils, paper clips, calendars, batteries, first aid refill kits
5200	Operating Supplies	60,000	Petty cash, Uniforms and shoes for Office staff, Annual fuel storage permit fees, annual fire extinguisher service per MDC Fire Prevention, $2,000 for Citywide Doggie Stations, brooms, shovels, rakes, axes, sprinkler parts, light bulbs, mower blades, hoses, marking paint, Christmas lighting, paint brushes, concrete mixes, gloves, safety vests, hats, ear plugs, dust masks, uniforms & shoes, safety glasses, signs, caution tape, sunshine one call tickets, paper towels, Gatorade, fuses and other misc. supplies needed, operating supplies for all outdoor repair & maintenance supplies and services city wide example: graffiti, public property signs damaged, vandalism- gazebo
5220	Gas & Oil	26,000	Fuel and oils including hydraulic for ALL PW vehicles, backhoe, skidsteer, large portable generator fuel
5400	Subscriptions & Memberships	300	Misc licenses and notary renewal for PW staff
5450	Training	1,000	Certifications for Admin staff
	Total Public Works/Transportation	$ 2,810,455	

City of Miami Springs

Public Works Department
Fiscal Year 2025/26
Goals, Objectives and Accomplishments

1. Operate the different divisions of the Public Works department by providing quality services to the citizenry of Miami Springs.
2. Provide schedule projects in streets, public properties, sanitation and stormwater projects, and facilities related services in a clean and timely manner.
3. Provide Public Works oversight of all divisions within the department improving the aesthetic appearance of City of Miami Springs.
4. Continue our efforts in building a positive working relationship with the public, contractors, service providers and staff.
5. Continue cross training efforts across all divisions to provide seamless services to our residents and other departments.
6. Track all service provider, inventory, and labor expenses to ensure a cost-effective operation.
7. Ensure all city sidewalks are safe for pedestrian traffic.
8. Restore alleys and alley approaches citywide.
9. Maintenance of the right-of-way's.
10. Ensure that the City retains its National Arbor Society's Tree City USA and Growth award status.
11. Maintain a properly pruned and lifted street tree canopy.
12. Keep the public properties personnel "Storm Ready" as this division functions as first responders in the event of a "catastrophic event".
13. Continue to service, and perform preventative maintenance to all City owned facilities according to our monthly service schedules.
14. Maintain all new and aged buildings along with other structures with the same consistency and effort.
15. Continue to meet all of our safety inspections with Miami Dade County.
16. Provide excellent service and timely repairs to the City's vehicles and equipment to ensure fleet availability.
17. Complete 100% of preventive maintenance inspections by the scheduled due date.
18. Maintain fleet parts and tire inventory at an optimal level.

Performance Measures and Scorecard

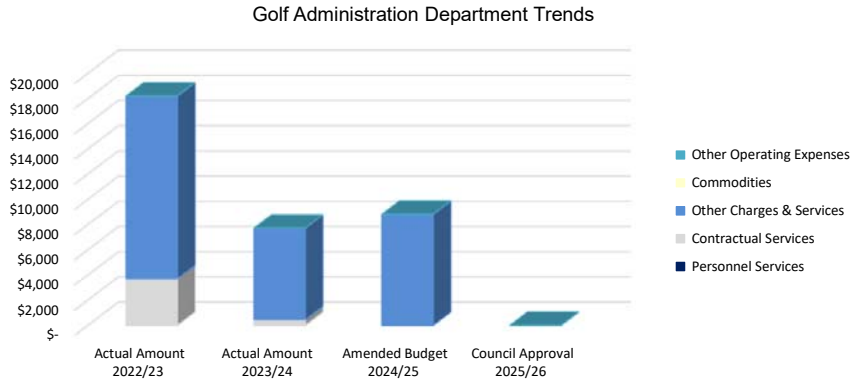
	Performance Workload Indicators	Public Works Objective(s)	Actual 2022/23	Actual 2023/24	Projected 2024/25	Estimate 2025/26
Workload Measures	Regulatory mandates and permits in compliance	2, 3, 4, 5, 6	100%	100%	100%	100%
	Increase management skills	2, 3, 4, 5, 6	100%	100%	100%	100%
	Cross train across all divisions to increase overall effectiveness	2, 3, 4, 5, 6	100%	100%	100%	100%
	Linear feet of underground streetlight wire replaced	7, 8, 9	200 lf	100 lf	100 lf	100 lf
	Square footage of sidewalks replaced	7, 8, 9	115,449 sf	17,996 sf	53,435	50,000
	Properly prune and thin trees (City-wide)	11	100%	100%	100%	100%
	Maintain Tree City USA & Growth award	10	100%	100%	100%	100%
	Increase training hours	12	75%	75%	80%	80%
	Reduce energy and utility cost by	13, 14, 15	85%	85%	85%	85%
	Regular maintenance of bathrooms (City-wide)	13, 14, 15	100%	100%	100%	100%
	Regular maintenance of HVAC systems (City-wide)	13, 14, 15	100%	100%	100%	100%
	Regular maintenance of all buildings (City-wide)	13, 14, 15	100%	100%	100%	100%
	Pm' scompleted within three days of due date	16, 17, 18	100%	100%	100%	100%
	Percentage to increase in-house repairs	16, 17, 18	100%	100%	100%	100%
	Reduce number of vehicles for repeat repairs	16, 17, 18	100%	100%	100%	100%
	Reduce cost of parts by increasing vendors	16, 17, 18	50%	75%	80%	80%

City of Miami Springs

Golf Administration
Fiscal Year 2025/26
Departmental Budget Summary

Department Description

Our Mission is to provide an exceptional golfing experience for players of all skill levels, fostering a welcoming and inclusive environment where passion for the game thrives.
Through meticulous course maintenance, stunning natural landscapes, and outstanding customer service, we aim to create memorable moments that inspire camaraderie, personal growth, and a deep appreciation for the timeless sport of Golf.
With a commitment to sustainability and community engagement, we strive to be a destination that not only delights Golf enthusiasts but also contributes positively to the local ecosystem and the well-being of our neighbors.
Join us in celebrating the spirit of the game as we create a haven for players to relax, connect and elevate their Golfing journey.



Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26
1000/2999	Personnel Services	$ -	$ -	$ -	$ -	$ -
3000/3999	Contractual Services	3,705	455	-	-	-
4000/4999	Other Charges & Services	14,510	7,262	8,825	-	-
5000/5399	Commodities	-	-	-	-	-
5400/5499	Other Operating Expenses	-	-	-	-	-
	Total Expenditures	$ 18,215	$ 7,717	$ 8,825	$ -	$ -

City of Miami Springs

Golf Administration
Fiscal Year 2025/26
001-5706-572

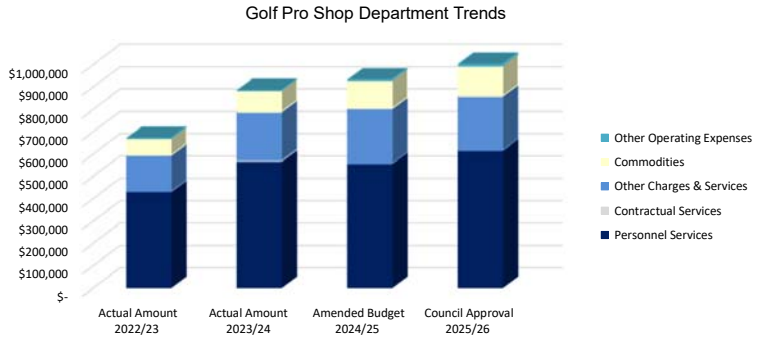
Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26	$ Change	% Change
Personnel Services								
1200	Employee Salaries	$ -	$ -	$ -	$ -	$ -	$ -	0.00%
1400	Overtime	-	-	-	-	-	-	0.00%
2101	FICA	-	-	-	-	-	-	0.00%
2201	Pension	-	-	-	-	-	-	0.00%
2301	Health, Life & Disability	-	-	-	-	-	-	0.00%
2400	Workers' Compensation	-	-	-	-	-	-	0.00%
	Subtotal	$ -	$ -	$ -	$ -	$ -	-	0.00%
Contractual Services								
3100	Prof. Services	$ 3,705	$ 455	$ -	$ -	$ -	-	0.00%
	Subtotal	$ 3,705	$ 455	$ -	$ -	$ -	-	0.00%
Other Charges & Services								
4530	Insurance	$ 14,510	$ 7,262	$ 8,825	$ -	$ -	(8,825)	-100.00%
	Subtotal	$ 14,510	$ 7,262	$ 8,825	$ -	$ -	(8,825)	-100.00%
Commodities								
5100	Office Supplies	$ -	$ -	$ -	$ -	$ -	-	0.00%
	Subtotal	$ -	$ -	$ -	$ -	$ -	-	0.00%
Other Operating Expenses								
5400	Subscriptions & Memberships	$ -	$ -	$ -	$ -	$ -	-	0.00%
	Subtotal	$ -	$ -	$ -	$ -	$ -	-	0.00%
							Overall	
	Golf Administration	$ 18,215	$ 7,717	$ 8,825	$ -	$ -	$ (8,825)	-100.00%

City of Miami Springs

Golf Pro Shop
Fiscal Year 2025/26
Departmental Budget Summary

Department Description

Golf Pro Shop Department covers all salaries, controllables, repairs, equipment and merchandise for the golf operation.



Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26
1000/2999	Personnel Services	$ 429,447	$ 566,179	$ 555,672	$ 296,998	$ 615,160
3000/3999	Contractual Services	45	3,543	-	-	-
4000/4999	Other Charges & Services	163,864	217,462	245,818	157,631	241,749
5000/5399	Commodities	73,875	94,635	126,500	56,233	136,500
5400/5499	Other Operating Expenses	1,225	1,097	2,500	4,544	6,500
	Total Expenditures	$ 668,456	$ 882,916	$ 930,490	$ 515,406	$ 999,909

City of Miami Springs

Golf Pro Shop
Fiscal Year 2025/26
001-5707-572

Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26	$ Change	% Change
Personnel Services								
1200	Employee Salaries	$ 210,573	$ 255,834	$ 256,003	$ 122,580	$ 276,372	$ 20,369	7.96%
1300	Part Time Salaries	131,300	198,464	184,225	109,296	201,189	16,964	9.21%
1400	Overtime	646	1,421	-	-	-	-	0.00%
2101	FICA	26,071	34,696	33,677	17,510	36,533	2,856	8.48%
2201	Pension	19,723	23,945	26,676	14,700	34,628	7,953	29.81%
2301	Health, Life & Disability	35,074	42,399	48,158	28,178	58,915	10,757	22.34%
2400	Workers' Compensation	6,060	9,420	6,934	4,734	7,522	588	8.48%
	Subtotal	$ 429,447	$ 566,179	$ 555,672	$ 296,998	$ 615,160	59,487	10.71%
Contractual Services								
3100	Prof. Services	$ 45	$ 3,543	$ -	$ -	$ -	-	0.00%
	Subtotal	$ 45	$ 3,543	$ -	$ -	$ -	-	0.00%
Other Charges & Services								
4000	Travel & Per Diem	$ -	$ -	$ 1,500	$ -	$ 1,500	-	0.00%
4101	Communication Services	11,743	11,550	10,739	4,767	10,739	-	0.00%
4301	Utilities	45,761	50,616	53,653	19,542	48,500	(5,153)	-9.60%
4402	Rentals and Leases	39,133	81,745	78,530	53,313	78,530	-	0.00%
4530	Insurance	25,250	18,330	22,396	29,256	18,980	(3,416)	-15.25%
4600	R&M	3,517	9,322	10,000	1,000	5,000	(5,000)	-50.00%
4700	Printing and Binding	1,495	2,525	3,000	1,315	2,500	(500)	-16.67%
4800	Advertising and Promotions	700	150	1,000	-	1,000	-	0.00%
4902	Other Current Charges	36,265	43,224	65,000	48,438	75,000	10,000	15.38%
	Subtotal	$ 163,864	$ 217,462	$ 245,818	$ 157,631	$ 241,749	(4,069)	-1.66%
Commodities								
5100	Office Supplies	$ 2,862	$ 1,672	$ 2,500	$ 330	$ 1,500	(1,000)	-40.00%
5200	Operating Supplies	71,013	92,963	124,000	55,903	135,000	11,000	8.87%
	Subtotal	$ 73,875	$ 94,635	$ 126,500	$ 56,233	$ 136,500	10,000	7.91%
Other Operating Expenses								
5400	Subscriptions & Memberships	$ 1,225	$ 1,097	$ 2,500	$ 4,544	$ 6,500	4,000	160.00%
5800	Training	-	-	-	-	-	-	0.00%
	Subtotal	$ 1,225	$ 1,097	$ 2,500	$ 4,544	$ 6,500	4,000	160.00%
							Overall	
	Golf Pro Shop	$ 668,456	$ 882,916	$ 930,490	$ 515,406	$ 999,909	$ 69,418	7.46%

Personnel Summary						Change
Golf Course Director	1.0	1.0	1.0	1.0	1.0	-
Pro Shop/Outside Services Manager	1.0	1.0	1.0	1.0	1.0	-
Pro Shop Clerk	1.0	1.0	1.0	1.0	1.0	-
Golf Attendant (P/T)	as needed	as needed	as needed	as needed	as needed	-
Department Total	3.0	3.0	3.0	3.0	3.0	-

City of Miami Springs

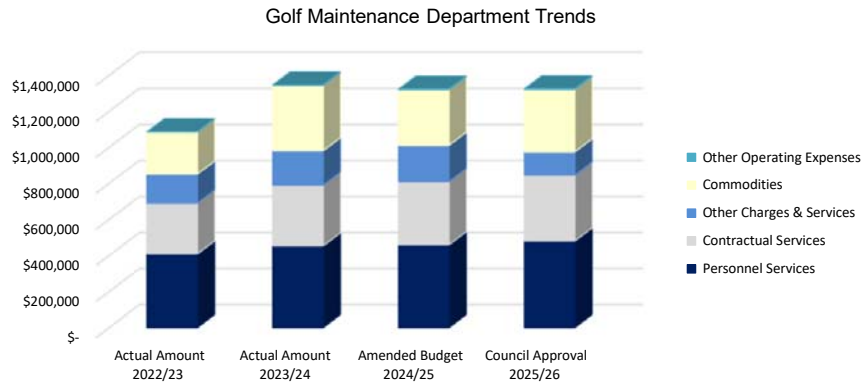
Golf Maintenance

Fiscal Year 2025/26

Departmental Budget Summary

Department Description

The Golf Maintenance Department is responsible for the maintenance of the City of Miami Springs largest asset, the Miami Springs Golf Course. This includes daily golf course setup, practice facilities, maintaining over a million dollars worth of equipment and mowing all 183 acres within the 2 parcels of land.



Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26
1000/2999	Personnel Services	$ 408,599	$ 453,114	$ 459,474	$ 216,810	$ 480,623
3000/3999	Contractual Services	281,730	336,757	350,000	145,124	365,000
4000/4999	Other Charges & Services	161,219	191,151	201,694	75,302	129,268
5000/5399	Commodities	233,429	363,471	308,584	159,924	346,500
5400/5499	Other Operating Expenses	850	1,519	3,000	1,792	3,250
7000/7999	Debt Service	-	435,585	391,346	193,903	631,346
	Total Expenditures	$ 1,085,827	$ 1,781,597	$ 1,714,098	$ 792,855	$ 1,955,987

City of Miami Springs

Golf Maintenance

Fiscal Year 2025/26

001-5708-572

Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26	$ Change	% Change
Personnel Services								
1200	Employee Salaries	$ 286,057	$ 321,669	$ 325,940	$ 154,572	$ 343,792	$ 17,852	5.48%
1400	Overtime	13,983	8,717	5,000	1,000	5,000	-	0.00%
2101	FICA	22,349	24,594	24,934	11,542	26,300	1,366	5.48%
2201	Pension	26,574	28,957	33,963	15,515	36,133	2,170	6.39%
2301	Health, Life & Disability	55,112	64,509	64,503	30,623	63,983	(520)	-0.81%
2400	Workers' Compensation	4,524	4,668	5,134	3,558	5,415	281	5.48%
	Subtotal	$ 408,599	$ 453,114	$ 459,474	$ 216,810	$ 480,623	21,148	4.60%
Contractual Services								
3100	Prof. Services	$ 14,696	$ 6,919	$ 10,000	$ 4,078	$ 10,000	-	0.00%
3400	Other Cont. Services	267,034	329,838	340,000	141,046	355,000	15,000	4.41%
	Subtotal	$ 281,730	$ 336,757	$ 350,000	$ 145,124	$ 365,000	15,000	4.29%
Other Charges & Services								
4101	Communication Services	$ 2,817	$ 1,169	$ 969	$ 404	$ 1,000	31	3.20%
4301	Utilities	35,305	37,284	45,969	13,084	35,000	(10,969)	-23.86%
4402	Rentals and Leases	859	4,000	4,000	2,897	6,000	2,000	50.00%
4530	Insurance	20,208	11,833	14,476	11,081	12,268	(2,208)	-15.25%
4600	R&M	102,030	136,865	136,280	47,836	75,000	(61,280)	-44.97%
	Subtotal	$ 161,219	$ 191,151	$ 201,694	$ 75,302	$ 129,268	(72,426)	-35.91%
Commodities								
5200	Operating Supplies	$ 198,880	$ 323,535	$ 266,584	$ 136,885	$ 300,000	33,416	12.53%
5202	Gas & Oil	34,549	39,936	40,000	21,434	43,000	3,000	7.50%
5203	Uniforms	-	-	2,000	1,605	3,500	1,500	75.00%
	Subtotal	$ 233,429	$ 363,471	$ 308,584	$ 159,924	$ 346,500	37,916	12.29%
Other Operating Expenses								
5400	Subscriptions & Memberships	$ 850	$ 1,035	$ 1,000	$ 348	$ 1,000	-	0.00%
5800	Training	-	484	2,000	1,444	2,250	250	12.50%
	Subtotal	$ 850	$ 1,519	$ 3,000	$ 1,792	$ 3,250	250	8.33%
Debt Service								
71XX	Principal	$ -	$ 162,143	$ 175,598	$ 84,767	$ 279,933	104,335	59.42%
72XX	Interest	-	273,442	215,748	109,136	351,413	135,665	62.88%
	Subtotal	$ -	$ 435,585	$ 391,346	$ 193,903	$ 631,346	240,000	61.33%
							Overall	
	Golf Maintenance	$ 1,085,827	$ 1,781,597	$ 1,714,098	$ 792,855	$ 1,955,987	$ 241,888	14.11%

Personnel Summary						Change
Golf Superintendent	1.0	1.0	1.0	1.0	1.0	-
Golf Maintenance Supervisor/Foreman	1.0	1.0	1.0	1.0	1.0	-
Golf Maintenance Mechanic	1.0	1.0	1.0	1.0	1.0	-
Golf Course Spray Applicator	1.0	1.0	1.0	1.0	1.0	-
Golf Maintenance Worker	1.0	1.0	1.0	1.0	1.0	-
Department Total	5.0	5.0	5.0	5.0	5.0	-

City of Miami Springs

Golf

Fiscal Year 2025/26

Budget Justifications

Object Code #	Category	Council Approval 2025/26	Comment
1200	Employee Salaries	$ 620,164	1 Golf Director, 1 Pro Shop Manager, 1 Tournament Coordinator, 1 Grounds Director, 4 Grounds, 1 Grounds Supervisor, 1 Mechanic, 1 Chemical Applicator, 1 Grounds Maintenance Worker
1300	Part Time Salaries	201,189	Part time salaries
1400	Overtime	5,000	Estimated overtime costs
2101	FICA	62,834	Social Security & Medicare taxes
2201	Pension	70,761	Estimated pension contribution paid by the City for each full-time General employee
2301	Health, Life & Disability	122,898	Estimated annual employee costs for health, dental, life insurance benefits
2400	Workers' Compensation	12,936	Allocated cost of workers' compensation premiums paid
3100	Prof. Services	10,000	Estimated cost for outsourced grounds work for pumps/irrigation
3400	Other Contractual Services	355,000	Estimated cost for outsources grounds maintenance team work through contract
4001	Travel & Per Diem	1,500	Travel for PGA Show to meet with vendors, learn new technology and golf services.
4101	Communication Services	11,739	Cell phone, office phones, internet
4301	Utilities - Electric	83,500	Estimated cost for electricity
4420	Leased Equipment	84,530	Golf Cart Lease and Misc. Maintenance Rentals

City of Miami Springs

Golf

Fiscal Year 2025/26

Budget Justifications

Object Code #	Category	Council Approval 2025/26	Comment
4530	Insurance	31,248	General liability, automotive, and property insurance
4610	R&M	80,000	Estimated R&M cost for golf carts, driving range equipment, maintenance carts/equipment. Irrigation pumps, topdressing sand/bunker maintenance, and aquatic canal maintenance.
4701	Printing & Binding	2,500	Membership material, flyers etc.
4800	Advertising and Promotions	1,000	Advertising for the course
4902	Other Current Charges	75,000	Credit card fees
5101	Office Supplies	1,500	Printer ink, tournament cardstock, misc office items
5200	Operating Supplies	435,000	Merchandise, and miscellaneous operating supplies. Estimated cost for maintenance equipment parts,scorecards, pencils etc. Chemicals and fertilizer, seed and sod, etc.
5220	Gas & Oil	43,000	Estimated cost for gas to equipment and golf carts
5240	Uniforms	3,500	New uniforms for staff
5410	Subscriptions & Memberships	7,500	Estimated cost for course memberships to organizations, GCSA and PGA memberships
5450	Training	2,250	Golf maintenance training and future education
70XX	Debt Service	631,346	Principal and interest payments, Maintenance Equipment Loan
	Total Golf	$ 2,955,895	

City of Miami Springs

Golf

Fiscal Year 2025/26

Goals, Objectives and Accomplishments

1. Continue to exceed resident and guest expectations by delivering a quality product, personalized service and unparalleled value.

2. Maintain quality golf course conditions which stand out in the minds of our residents and guests and provides great pride among the entire City of Miami Springs.

3. Protect the Golf Course during the Miami Dade Water and Sewer Wellfield Construction Project.

4. Continue to revitalize the golf course and continue to grow a loyal clientele.

5. Establish a golf academy with junior and adult programs to continue to grow the game of golf in Miami Springs.

6. Increase our membership revenue and average green fee per player

7. Establish a golf membership program for residents of Miami Springs that includes food and beverage discounts, merchandise discounts and preferred tee times.

8. We will be adding golf events exclusively for our members and residents of Miami Springs. This will include events such as “Springs Invitational” which will be a 2 person team event over 2-3 days with competition and camaraderie. We will be hosting “Nine and Wine” events on weekend afternoons(1x per month) for residents to play 9 holes and enjoy a drink in the clubhouse with fellow residents after the event. We will have a Club Championship for residents that includes men, women and junior divisions. In addition, we will look at hosting night golf events for golfing families to come out and enjoy a fun evening of golf at the Club.

9. Establish a golf academy that will provide instruction for men, women and junior golfers. Within this academy, we will offer private lessons, group lessons, clinics, junior camps, summer camps and family golf events.

10. range (former archery area). The short game range will also act as a place for juniors to practice and to host our adult clinics and junior camps.

11. We will be enhancing our social media presence to provide more information to our residents which includes golf tips from the pros, updates on special events, updates from the Golf Director and Director of Agronomy. In addition, there will be a newsletter that the Golf Director will send out monthly that discusses upcoming events and any updates/promotions on the golf course.

Performance Measures and Scorecard

	Performance Workload Indicators	Golf Objective(s)	Actual 2022/23	Actual 2023/24	Projected 2024/25	Estimate 2025/26
Workload Measures	Number of Rounds Played	1, 2, 4, 6, 7	17,954	10,400	41,500	43,000
	Number of memberships sold	6, 7, 8	-	12	33	45
	Membership Revenue	1, 2, 4, 6, 7	$0	$29,250	$107,821	$165,000
	Total Revenues	1, 2, 4, 6, 7	$1,035,779	$1,304,000	$2,975,000	$3,171,600
	Increase # of Rounds Played	1, 2, 4, 6, 7	No	No	Yes	Yes
	increase # of Memberships Sold	6, 7, 8	No	No	Yes	Yes
	Maintenance cost per acre (187 acres)	2, 3	$5,400	$6,590	$9,166	$10,331

City of Miami Springs

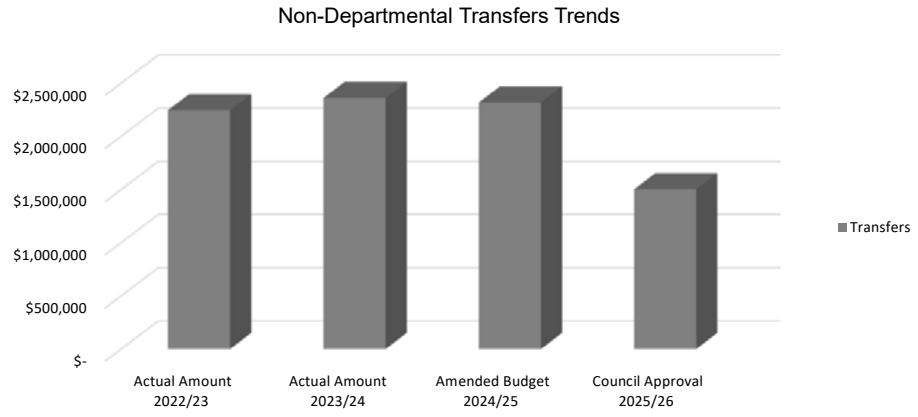
Non-Departmental - Transfers
Fiscal Year 2025/26
Departmental Budget Summary

Department Description

This department represents a group of accounts associated with general, City wide accounting transactions.

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

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



Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26
9000/9999	Transfers	$ 2,245,115	$ 2,359,703	$ 2,318,575	$ 1,069,986	$ 1,501,707
4000/4999	Other Charges & Services	(65,948)	(48,566)	-	-	-
	Total Expenditures	$ 2,179,167	$ 2,311,137	$ 2,318,575	$ 1,069,986	$ 1,501,707

City of Miami Springs

Non-Departmental - Transfers

Fiscal Year 2025/26
001-0901-519

Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26	$ Change	% Change
Other Charges & Services								
4990	Other Charges	$ (65,948)	$ (48,566)	$ -	$ -	$ -	-	0.00%
	Total Non-Departmental - Transfers	$ (65,948)	$ (48,566)	$ -	$ -	$ -	$ -	0.00%
Transfers								
9107	T/fer - Hurricane Fund	$ -	$ 20,365	$ -	$ -	$ -	-	0.00%
9123	T/fer - Debt Svce Fund	1,693,883	1,802,155	1,589,383	705,390	1,161,450	(427,933)	-26.92%
9127	T/fer - Senior Center	551,232	537,183	729,192	364,596	340,257	(388,935)	-53.34%
	Total Non-Departmental - Transfers	$ 2,245,115	$ 2,359,703	$ 2,318,575	$ 1,069,986	$ 1,501,707	$ (816,868)	-35.23%
							Overall	
	Total Non-Departmental	$ 2,179,167	$ 2,311,137	$ 2,318,575	$ 1,069,986	$ 1,501,707	$ (816,868)	-35.23%

City of Miami Springs

Non-Departmental - Transfers

Fiscal Year 2025/26

Budget Justifications

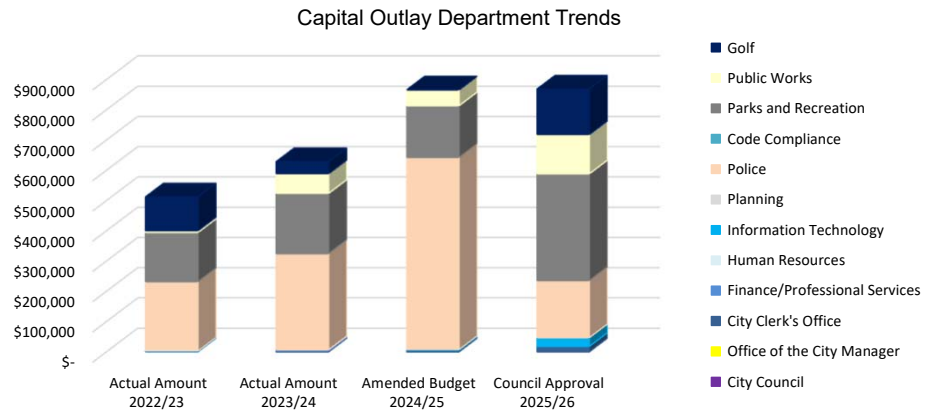
Object Code #	Category	Council Approval 2025/26	Comment
9123	T/fer - Debt Svce Fund	$ 1,161,450	Transfer to fund Debt Service Fund (Fund 201) for required interest and principal on City debt.
9127	T/fer - Senior Center	340,257	Transfer of amount from the General fund to the Senior Services Fund (Fund 140)
	Total Non-Departmental - Transfers	$ 1,501,707	

City of Miami Springs

Capital Outlay
Fiscal Year 2025/26
Departmental Budget Summary

Department Description

The Capital Outlay Department of the General Fund accounts for all capital outlay purchases of the City Departments in the General Fund by Department and Type of acquisition.



Object Code #/Division	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26
6000/6999	Capital Outlay					
6000s	City Council	$ -	$ -	$ -	$ -	$ -
6000s	Office of the City Manager	-	-	-	-	-
6000s	City Attorney	-	-	-	-	-
6000s	City Clerk's Office	-	2,924	5,700	-	18,000
6000s	Finance/Professional Services	1,255	4,238	-	-	-
6000s	Human Resources	-	-	-	-	-
6000s	Information Technology	1,456	-	1,701	-	28,965
6000s	Planning	-	-	-	-	-
6000s	Police	229,190	317,587	635,395	434,630	188,460
6000s	Code Compliance	-	-	-	-	-
6000s	Parks and Recreation	162,817	199,195	170,700	11,533	353,000
6000s	Public Works	5,510	65,063	52,361	32,161	130,000
6000s	Golf	111,961	39,647	-	16,850	150,000
6000s	CIP Reserve	-	-	-	-	101,747
	Total Expenditures	$ 512,189	$ 628,654	865,857	$ 495,174	$ 970,172

City of Miami Springs

Capital Outlay

Fiscal Year 2025/26

Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26	$ Change	% Change
City Council								
	Equipment>$1,000	$ -	$ -	$ -	$ -	$ -	$ -	0.00%
	Subtotal	$ -	$ -	$ -	$ -	$ -	-	0.00%
City Manager								
	Equipment>$1,000	$ -	$ -	$ -	$ -	$ -	$ -	0.00%
	Subtotal	$ -	$ -	$ -	$ -	$ -	-	0.00%
Legal								
	Equipment>$1,000	$ -	$ -	$ -	$ -	$ -	-	0.00%
	Subtotal	$ -	$ -	$ -	$ -	$ -	-	0.00%
City Clerk								
	Equipment>$1,000	$ -	$ 2,924	$ 5,700	$ -	$ 18,000	12,300	215.79%
	Subtotal	$ -	$ 2,924	$ 5,700	$ -	$ 18,000	12,300	100.00%
Finance/Professional Services								
	Equipment>$1,000	$ 1,255	$ 4,238	$ -	$ -	$ -	-	0.00%
	Subtotal	$ 1,255	$ 4,238	$ -	$ -	$ -	-	0.00%
Human Resources								
	Equipment>$1,000	$ -	$ -	$ -	$ -	$ -	-	0.00%
	Subtotal	$ -	$ -	$ -	$ -	$ -	-	0.00%
Information Technology								
	Equipment>$1,000	$ 1,456	$ -	$ 1,701	$ -	$ 28,965	27,264	1602.82%
	Subtotal	$ 1,456	$ -	$ 1,701	$ -	$ 28,965	27,264	0.00%
Planning								
	Equipment>$1,000	$ -	$ -	$ -	$ -	$ -	-	0.00%
	Subtotal	$ -	$ -	$ -	$ -	$ -	-	0.00%
Police								
	Equipment>$1,000	$ 229,190	$ 137,946	$ 75,395	$ 42,397	$ 48,460	(26,935)	-35.73%
	Vehicles	-	179,641	560,000	392,233	140,000	(420,000)	-75.00%
	Subtotal	$ 229,190	$ 317,587	$ 635,395	$ 434,630	$ 188,460	(446,935)	-70.34%
Code Compliance								
	Equipment>$1,000	$ -	$ -	$ -	$ -	$ -	-	0.00%
	Subtotal	$ -	$ -	$ -	$ -	$ -	-	0.00%

City of Miami Springs

Capital Outlay

Fiscal Year 2025/26

Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26	$ Change	% Change
Parks and Recreation								
	Improvements>$1,000	162,817	167,816	170,700	11,533	353,000	182,300	106.80%
	Vehicles	-	31,379	-	-	-	-	0.00%
	Subtotal	$ 162,817	$ 199,195	$ 170,700	$ 11,533	$ 353,000	182,300	106.80%
Public Works								
	Improvements>$1,000	5,510	38,750	52,361	32,161	130,000	77,639	148.28%
	Vehicles	-	26,313	-	-	-	-	0.00%
	Subtotal	$ 5,510	$ 65,063	$ 52,361	$ 32,161	$ 130,000	77,639	148.28%
Golf								
	Improvements>$1,000	111,961	22,850	-	16,850	150,000	150,000	100.00%
	Vehicles	-	16,797	-	-	-	-	0.00%
	Subtotal	$ 111,961	$ 39,647	$ -	$ 16,850	$ 150,000	150,000	100.00%
CIP Reserve								
	Improvements>$1,000	-	-	-	-	101,747	101,747	100.00%
	Subtotal	$ -	$ -	$ -	$ -	$ 101,747	101,747	100.00%
							Overall	
	Total Capital	$ 512,189	$ 628,654	$ 865,857	$ 495,174	$ 970,172	$ 104,315	12.05%

City of Miami Springs

Capital Outlay
Fiscal Year 2025/26
Capital Descriptions

Object Code #	Category	Council Approval 2025/26		Comment
				City Clerk's Office
6000s	Equipment>$1,000	$	18,000	Laserfiche server
	Total City Clerk	**$**	**18,000**	
				Information Technology
6000s	Equipment>$1,000	$	28,965	Servers, drives, and APC back ups, and computer replacements
	Total Information Technology	**$**	**28,965**	
				Police
6000s	Equipment>$1,000	$	48,460	Third year taser program ($39,960), K9
6000s	Vehicles	$	140,000	Police vehicles
	Total Police	**$**	**188,460**	
				Parks and Recreation
6000s	Improvementst>$1,000	$	353,000	Pool heater, pool grates, painting at the Aquatic Center, turf playground at Peavy Dove Park, pool primary valve replacement, pool cameras, renovate office space at tennis facility, and court divider netting
	Total Community Services	**$**	**353,000**	
				Public Works
6000s	Improvementst>$1,000	$	130,000	Five (5) air conditioning units at P&R
	Total Public Works	**$**	**130,000**	
				Golf
6000s	Improvementst>$1,000	$	150,000	Sod, hedges, cart path
	Total Golf	**$**	**150,000**	
				CIP Reserve
6000s	Improvementst>$1,000	$	101,747	An estimated savings of $101,747 will be put into CIP Reserve in the Non-Departmental Department of the General Fund to assist with any overages or unanticipated projects the City may encounter throughout the year.
		$	**101,747**	
		CIP Reserve		0
				0
	Total Capital Outlay	**$**	**970,172**	

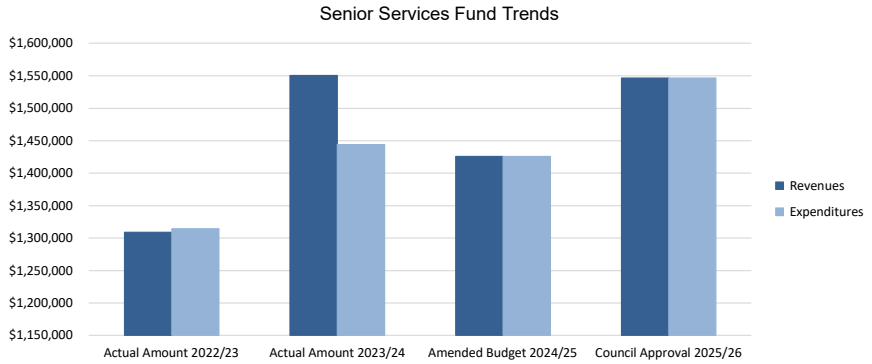
SPECIAL REVENUE FUNDS

City of Miami Springs

Senior Services Fund - 140
Fiscal Year 2025/26
Fund Budget Summary

Fund Description

The mission of the Senior Services Department is to promote an enhanced quality of life for a diverse population of older adults, age 55+, residing in the Cities of Miami Springs and Virginia Gardens, Florida. In keeping with planned federal and statewide goals, this department serves as a partner and stakeholder in Florida's Aging Services Network and shares in the common objective to help older individuals remain independent and productive. Through the City's Adult Community Center, this department provides a comprehensive and coordinated system of services to include: congregate meals, home delivered meals, nutrition education, health and wellness activities, recreation, transportation, adult education, cultural activities, screening and assessment, advocacy, and information and referral assistance.



Revenue Projections Summary by Category

Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26
330000/339999	Intergovernmental Revenues	$ 737,496	$ 994,893	$ 640,619	$ -	$ 1,170,051
340000/359999	Charges for Services	3,100	-	7,500	-	-
360000/369999	Miscellaneous Revenues	17,336	18,689	11,560	-	36,400
370000/389999	Transfer In	551,232	537,183	729,192	-	340,257
399900/399999	Fund Balance	-	-	36,933	-	-
	Total Revenues	$ 1,309,164	$ 1,550,765	1,425,804	$ -	$ 1,546,708

Expenditures Summary by Category

Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26
1000/2999	Personnel Services	$ 523,409	$ 591,925	$ 630,485	$ 274,378	$ 718,098
3000/3999	Contractual Services	55,508	50,727	53,876	22,052	44,104
4000/4999	Other Charges & Services	144,057	207,323	220,935	68,490	183,566
5000/5399	Commodities	590,968	593,793	520,108	227,726	600,540
5400/5999	Other Operating Expenses	365	340	400	346	400
	Total Expenditures	$ 1,314,307	$ 1,444,108	1,425,804	$ 592,992	$ 1,546,708

City of Miami Springs

Senior Services Fund - 140

Fiscal Year 2025/26

Revenue Projections

Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26	$ Change	% Change
Intergovernmental Revenues								
337	Intergovernmental	$ 737,496	$ 994,893	640,619	$ -	$ 1,170,051	$ 529,432	82.64%
	Subtotal	$ 737,496	$ 994,893	$ 640,619	$ -	$ 1,170,051	529,432	82.64%
Charges for Services								
349	Charges for Services	$ 3,100	$ -	$ 7,500	$ -	$ -	$ (7,500)	-100.00%
	Subtotal	$ 3,100	$ -	$ 7,500	$ -	$ -	(7,500)	-100.00%
Miscellaneous Revenues								
361	Interest	$ -	$ -	$ -	$ -	$ -	$ -	0.00%
362	Rents	15,320	9,380	7,560	-	34,000	26,440	349.74%
366	Donations	2,016	9,309	4,000	-	2,400	(1,600)	-40.00%
	Subtotal	$ 17,336	$ 18,689	$ 11,560	$ -	$ 36,400	24,840	100.00%
Transfers								
381	Transfers in from General Fund	$ 551,232	$ 537,183	$ 729,192	$ -	$ 340,257	$ (388,935)	-53.34%
	Subtotal	$ 551,232	$ 537,183	$ 729,192	$ -	$ 340,257	(388,935)	-53.34%
Fund Balance							$ -	0.00%
399	Carryover	$ -	$ -	36,933	$ -	$ -	(36,933)	0.00%
	Subtotal	$ -	$ -	36,933	$ -	$ -		
							Overall	
	Total Revenues	$ 1,309,164	$ 1,550,765	$ 1,425,804	$ -	$ 1,546,708	$ 120,904	8.48%

Expenditures

Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26	$ Change	% Change
Personnel Services								
1200	Employee Salaries	$ 194,558	$ 202,198	$ 174,961	$ 79,397	$ 207,418	$ 32,457	18.55%
1300	Part Time Salaries	229,389	274,952	348,657	148,511	393,605	44,948	12.89%
2101	FICA	31,711	35,511	40,057	17,241	45,978	5,921	14.78%
2201	Pension	18,191	18,742	17,740	8,908	21,800	4,060	22.88%
2301	Health, Life & Disability	48,492	59,238	47,695	19,343	40,548	(7,147)	-14.98%
2400	Workers' Compensation	1,068	1,284	1,374	978	8,749	7,374	536.51%
	Subtotal	$ 523,409	$ 591,925	$ 630,485	$ 274,378	$ 718,098	87,613	13.90%
Operating Contractual Services								
3100	Prof. Services	$ 3,430	$ 2,170	$ 5,320	$ 1,820	$ 3,640	$ (1,680)	-31.58%
3400	Other Cont. Services	52,078	48,557	48,556	20,232	40,464	(8,092)	-16.67%
	Subtotal	$ 55,508	$ 50,727	$ 53,876	$ 22,052	$ 44,104	(9,772)	-18.14%
Other Charges & Services								
4101	Communication Services	$ 3,938	$ 3,622	$ 3,572	$ 1,743	$ 3,572	$ -	0.00%
4103	Postage	248	270	200	69	138	(62)	-31.00%
4301	Utilities	46,640	42,331	43,146	18,154	36,307	(6,839)	-15.85%
4402	Rentals and Leases	2,406	1,467	1,408	635	1,270	(138)	-9.80%
4510	Fleet Maintenance	13,553	18,593	11,000	2,952	5,250	(5,750)	-52.27%
4530	Insurance	66,489	131,547	150,366	40,134	127,429	(22,937)	-15.25%
4600	R&M	10,783	9,493	11,243	4,803	9,600	(1,643)	-14.61%
	Subtotal	$ 144,057	$ 207,323	$ 220,935	$ 68,490	$ 183,566	(37,369)	-16.91%
Commodities								
5100	Office Supplies	$ 634	$ 547	$ 848	$ 219	$ 435	$ (413)	-48.70%
5200	Operating Supplies	590,027	593,246	517,234	227,507	600,000	82,766	16.00%
5202	Gas & Oil	307	-	2,026	-	105	(1,921)	-94.82%
	Subtotal	$ 590,968	$ 593,793	$ 520,108	$ 227,726	$ 600,540	80,432	15.46%
Other Operating Expenses								
5400	Subscriptions & Memberships	$ 365	$ -	$ -	$ 346	$ -	$ -	0.00%
5800	Training	-	340	400	-	400	-	100.00%
	Subtotal	$ 365	$ 340	$ 400	$ 346	$ 400	-	100.00%
							Overall	
	Total Expenses	$ 1,314,307	$ 1,444,108	$ 1,425,804	$ 592,992	$ 1,546,708	$ 120,904	8.48%

Personnel Summary

						Change
Center Director	1.0	1.0	1.0	1.0	1.0	-
Asst. Center Manager	1.0	1.0	1.0	1.0	1.0	-
Administrative Assistant I	1.0	1.0	1.0	1.0	1.0	-
Food Service Aide (P/T)	4.0	4.0	4.0	4.0	4.0	-
Screening and Assessment Specialist (P/T)	2.0	2.0	2.0	2.0	2.0	-
Driver (P/T)	2.0	2.0	2.0	2.0	2.0	-
Instructors (P/T)	10.0	10.0	10.0	10.0	10.0	-
Department Total	21.0	21.0	21.0	21.0	21.0	-

City of Miami Springs

Senior Services Fund - 140

Fiscal Year 2025/26

Revenue Projection Rationale

Object Code #	Category	Council Approval 2025/26	Comment
337	Intergovernmental	$ 1,170,051	We are awarded $420,051 for OAA and LSP $750,000
349	Charges for Services	-	
361	Interest	-	Interest income
362	Rents	34,000	Rental of building for events on weekends
366	Donations	2,400	Guest of seniors and Seniors under 60 paying for lunches
381	Transfer in from General Fund	340,257	Transfer in from General Fund
	Total Senior Services Fund Revenues	$ 1,546,708	

Budget Expenditure Justifications

Object Code #	Category	Council Approval 2025/26	Projects
1200	Employee Salaries	$ 207,418	Full time salaries for the Center (4)
1300	Part Time Salaries	393,605	Part time salaries for the Center (16)
2101	FICA	45,978	Social Security & Medicare taxes
2201	Pension	21,800	Estimated pension contribution paid by the City for each full-time General employee
2301	Health, Life & Disability	40,548	Estimated annual employee costs for health, dental, life insurance benefits
2400	Workers' Compensation	8,749	Allocated cost of workers' compensation premiums paid
3100	Prof. Services	3,640	Pay for Dietician- menus development, Nutrition Ed and Counseling
3400	Other Contractual Services	40,464	Cleaning Company
4101	Communication Services	3,572	Internet & Phone
4103	Postage	138	Postage
4301	Utilities	36,307	Utilities
4402	Rentals and Leases	1,270	Toshiba copier
4510	Fleet Maintenance	5,250	Maintenance on bus
4530	Insurance	127,429	General liability, automotive, and property insurance
4600	R&M	9,600	Estimate on repair & Maint. Of equipment- ice machine, doors, coffee machine etc
5100	Office Supplies	435	Office Supplies
5200	Operating Supplies	600,000	Catering bills (approx $380k-480k), and other program supplies

City of Miami Springs

Senior Services Fund - 140

Fiscal Year 2025/26

5202	Gas & Oil	105	For operation of bus- transportation OAA IIIB
5800	Training	400	Trainings and workshops- Safe Serv, CPR, first aide etc.
	Total Senior Services Expenditures	**$ 1,546,708**	

City of Miami Springs

Senior Services - Fund 140

Fiscal Year 2025/26

Goals, Objectives and Accomplishments

1. Transportation-Provide 7300 one-way trips and travel assistance to and from the senior center, the client's residence, local grocery stores and other local businesses, area cultural venues and special events as possible.
2. Congregate Meals-Provide 40,000 nutritionally balanced, congregate lunch meals daily, as well as 750 shelf-stable emergency meals to congregate and homebound clients, particularly those in greatest economic and social need.
3. Homebound Meals-Serve 50600 homebound meals a year to frail and disabled older citizens. 29000 home delivered weekday meals, 10800 weekend meals, 10800 weekend breakfast meals
4. Nutrition Education & Counseling-A registered dietician will provide consulting services for a total of 27 congregate and homebound clients and nutrition education information-2000 units for congregate clients and 1400 units for homebound clients, as required by the Florida Department of Elder Affairs, in addition to regularly scheduled, monthly programs focused on promoting better health for senior center participants and home delivered meal recipients.
5. Screening and Referrals-1) -Screening and Assessment will be conducted annually on a one-on-one basis and as needed when nutrition scores warrant reassessment with all older residents utilizing departmental services, inquiring about services or referred for services; 525 screening and assessments for congregate and 350 for homebound.
   2) -Comply with the Florida Department of Elder Affairs' regulations and reporting requirements utilizing the State's C.I.R.T.S. computer system. Comply with the requirements imposed by the Alliance for Aging, Inc., the designated monitoring agency;
   3) -Provide information and referral assistance in person and via telephone;
   4)-Conduct home visitations or telephone outreach monthly of 60+ homebound elderly to monitor status and needs. Conduct follow up visits as needed for those with high nutrition scores, lack of support or increasing health issues. Refer homebound clients (or caregivers) to additional service providers and support agencies as is warranted.
6. Health Support- 1) -Provide organized activities and programs of regular physical exercise 5 days a week
   2) -Provide health screenings and illness prevention programs to detect or prevent illness or worsening of chronic conditions on an ongoing basis throughout the year;
   3) -Provide regular opportunities for older citizens to participate in health related activities, workshops and programs each month. Our goal is to provide 1200 health support classes a year.
7. Recreation Activities- Provide regular opportunities for older citizens to participate in a wide variety of recreational activities; classes, workshops, educational clubs and cultural experiences each month. Our goal is to provide 875 classes a year.
8. Education/Public Programming-1) -Using a variety of instructional approaches and resources, provide informal educational programs on health, environment, economics, consumerism, crime prevention, etc. as adult education for our citizens;
   2) –Provide formal evidence-based training workshops, in both English and Spanish, for the benefit of our older population.
9. Staff- Continue increasing programming at the Adult Community Center and maintain quality paid staffing through ongoing training, recognition and reinforcement of their responsibilities.

Performance Measures and Scorecard

	Performance Workload Indicators	Senior Services Objective(s)	Actual 2022/23	Actual 2023/24	Projected 2024/25	Estimate 2025/26
Workload Measures	Number of OAA Congregate Meals Served	2	44,530	52,000	38,500	40,000
	Number of OAA Home Delivered Weekday Lunch Meals Served	3	23,185	27,000	28,600	29,000
	Number of Emergency Meals distributed to Congregate & Home Del. Meal Recipients	2	879	787	715	750
	Number of units of Transportation (1 unit = 1 way trip)	1	7,985	6,700	7,152	7,300
	Number of units- OAA Screening of Congregate Meal Recipients (1 unit= 1 hr)	5	420	480	500	525
	Number of units- OAA Screening & Assessment of Home Delivered Meal Recipients (1 unit = 1 hr)	5	118	300	330	350
	Number of units of OAA Nutrition Education-Congregate Meal Recipients (1 unit = 1 client contact)	4	2,340	2,400	1,920	2,000
	Number of units - OAA Nutrition Counseling of Congregate and homebound Meal Recipients (1 unit = 1 hr)	4	27	29	23	27
	Number of units of OAA Nutrition Education-Home Del. Meal Recipients (1 unit = 1 client contact)	5	1,164	1,248	1,320	1,400
	Number of LSP Health Support classes/ units (1 unit=1 hr of inst)	6	1,203	1,926	1,160	1,200
	Number of LSP Recreation units (art classes etc) (1 unit = 1 hr of instruction)	7	329	864	855	875
	Number of LSP Home Delivered Breakfast Meal units provided 2 days a week (1 meal = 1 unit)	3	22,945	27,300	10,656	10,800
	Number of LSP Home Delivered Weekend Lunch Meals Served	3	9,782	11,160	10,656	10,800
	Number of LSP Emergency meals	2	N/A	372	372	390

City of Miami Springs

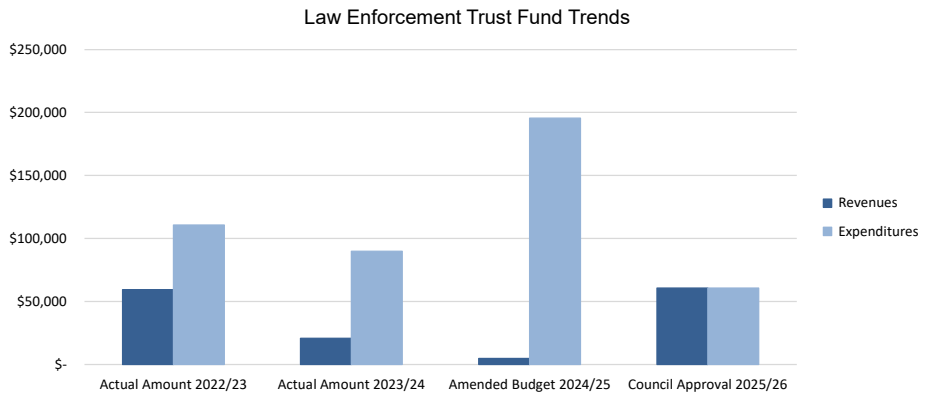
Law Enforcement Trust Fund - 650
Fiscal Year 2025/26
Fund Budget Summary

Fund Description

The Law Enforcement Trust Fund was created under the authority of Florida State Statute Section 932.7055(5)(a). The expenditures of this fund require requests from the Chief of Police and approval by the City Council. Expenditures are restricted to items or programs which are not considered normal operating expenditures, including salaries.

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

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



Revenue Projections Summary by Category

Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26
350000/359999	Fines & Forfeitures	$ 54,389	$ 12,026	$ -	$ -	$ -
360000/369999	Miscellaneous Revenues	4,920	8,793	1,500	-	1,500
399900/399999	Fund Balance	-	-	3,211	-	59,079
	Total Revenues	$ 59,309	$ 20,819	$ 4,711	$ -	$ 60,579

Expenditures Summary by Category

Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26
1000/2999	Personnel Services	$ -	$ -	$ -	$ -	$ -
3000/3999	Contractual Services	208	2,992	25,350	850	-
4000/4999	Other Charges & Services	86,936	84,804	106,920	40,516	41,829
5000/5399	Commodities	23,489	2,088	32,030	12,552	18,500
5400/5499	Other Operating Expenses	30	33	31,250	-	250
	Total Expenditures	$ 110,663	$ 89,917	$ 195,550	$ 53,918	$ 60,579

City of Miami Springs

Law Enforcement Trust Fund - 650

Fiscal Year 2025/26

Revenue Projections

Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26	$ Change	% Change
Fines & Forfeitures								
350	Fines & Forfeitures	$ 54,389	$ 12,026	$ -	$ -	$ -	$ -	0.00%
	Subtotal	$ 54,389	$ 12,026	$ -	$ -	$ -	-	0.00%
Miscellaneous Revenues								
361	Interest	$ 4,920	$ 6,567	$ 1,500	$ -	$ 1,500	-	0.00%
366	Other	-	2,226	-	-	-	-	0.00%
	Subtotal	$ 4,920	$ 8,793	$ 1,500	$ -	$ 1,500	-	0.00%
	Total Revenues	$ 59,309	$ 20,819	$ 1,500	$ -	$ 1,500	$ -	0.00%

Expenditures

Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26	$ Change	% Change
Community Policing Office								
Contractual Services								
3100	Prof. Services	$ 208	$ -	$ 350	$ 120	$ -	(350)	-100.00%
3400	Other Cont. Services	-	480	-	270	-	-	0.00%
	Subtotal	$ 208	$ 480	$ 350	$ 390	$ -	(350)	-100.00%
Other Charges & Services								
4000	Travel & Per Diem	$ 1,989	$ -	$ 5,000	$ -	$ -	(5,000)	-100.00%
4101	Communication Services	5,577	$ 5,954	6,200	2,791	6,200	-	0.00%
4301	Utilities	3,667	3,640	4,340	1,378	-	(4,340)	-100.00%
4402	Rentals and Leases	26,726	27,227	30,490	14,078	3,050	(27,440)	-90.00%
4530	Insurance	2,594	1,994	1,509	1,000	1,279	(230)	-15.24%
4600	R&M	698	30	2,700	350	200	(2,500)	-92.59%
4700	Printing & Binding	-	-	1,000	346	1,000	-	0.00%
4800	Advertising	8,159	6,722	7,500	4,882	12,000	4,500	60.00%
	Subtotal	$ 49,410	$ 45,567	$ 58,739	$ 24,825	$ 23,729	(35,010)	-59.60%
Commodities								
5100	Office Supplies	$ 674	$ 263	$ 1,500	$ 659	$ 1,000	(500)	-33.33%
5200	Operating Supplies	3,035	1,825	25,500	11,893	17,500	(8,000)	-31.37%
	Subtotal	$ 3,709	$ 2,088	$ 27,000	$ 12,552	$ 18,500	(8,500)	-31.48%
Other Operating Expenses								
5400	Subscriptions & Memberships	$ 30	$ 33	$ 250	$ -	$ 250	-	0.00%
5800	Training	-	-	11,000	-	-	(11,000)	-100.00%
	Subtotal	$ 30	$ 33	$ 11,250	$ -	$ 250	(11,000)	100.00%
	Total Community Policing Office	$ 53,357	$ 48,168	$ 97,339	$ 37,767	$ 42,479		
Administration								
Contractual Services								
3500	Investigations	$ -	$ 2,512	$ 25,000	$ 460	$ -	(25,000)	-100.00%
	Subtotal	$ -	$ 2,512	$ 25,000	$ 460	$ -	(25,000)	-100.00%
Other Charges & Services								
4402	Rentals and Leases	$ 37,526	$ 39,187	$ 48,181	$ 15,679	$ 18,100	(30,081)	-62.43%
4902	Other Current Charges	-	50		12		-	0.00%
	Subtotal	$ 37,526	$ 39,237	$ 48,181	$ 15,691	$ 18,100	(30,081)	-62.43%
Commodities								
5200	Operating Supplies	$ 19,780	$ -	$ 5,030	$ -	$ -	(5,030)	-100.00%
	Subtotal	$ 19,780	$ -	$ 5,030	$ -	$ -	(5,030)	-100.00%
Other Operating Expenses								
5400	Subscriptions & Memberships	$ -	$ -	$ -	$ -	$ -	-	0.00%
	Subtotal	$ -	$ -	$ -	$ -	$ -	-	0.00%
	Total Administration	$ 57,306	$ 41,749	$ 78,211	$ 16,151	$ 18,100		
Criminal Justice Traning								
Other Operating Expenses								
5800	Training	$ -	$ -	$ 20,000	$ -	$ -	(20,000)	-100.00%
	Subtotal	$ -	$ -	$ 20,000	$ -	$ -	(20,000)	-100.00%
	Total Criminal Justice Training	$ -	$ -	$ 20,000	$ -	$ -		
							Overall	
	Total LETF	$ 110,663	$ 89,917	$ 195,550	$ 53,918	$ 60,579	$ (134,971)	-69.02%

City of Miami Springs

Law Enforcement Trust Fund - 650

Fiscal Year 2025/26

Revenue Projection Rationale

Object Code #	Category	Council Approval 2025/26	Comment
350	Fines & Forfeitures	$ -	N/A
361	Interest	1,500	Interest income
	Total LETF Fund Revenues	$ 1,500	

Budget Expenditure Justifications

Community Policing Office

Object Code #	Category	Council Approval 2025/26	Comment
3100	Prof. Services	$ -	
4000	Travel & Per Diem	-	
4101	Communication Services	6,200	Communication services including telephone base, cellular devices, and internet access as these are used in Police CPO offices and CPO fleet.
4301	Utilities	-	
4402	Rentals and Leases	3,050	Includes: Toshiba copiers/printers lease, and miscellaneous rental and leases.
4530	Insurance	1,279	General liability, automotive, and property insurance
4600	R&M	200	Repairs to equipment if necessary
4700	Printing & Binding	1,000	Misc. printing & binding as needed for community flyers, forms, etc.
4800	Advertising	12,000	Content and items for Community outreach programs (DARE, Crimewatch, etc.), and materials for news articles, media, etc.
5100	Office Supplies	1,000	Office supplies for community policing office.
5200	Operating Supplies	17,500	Includes: Office awards (plaques, pins, trophies, comm bars), bottled water service, misc. operating supplies, Toshiba copier supplies, fax, & printers usage expenses, small office furniture, cubicles and flooring for CPO building, & uniforms for CPO Officers
5410	Subscriptions & Memberships	250	Miscellaneous subscriptions.
	Total Community Policing Office	$ 42,479	

City of Miami Springs

Law Enforcement Trust Fund - 650

Fiscal Year 2025/26

Budget Expenditure Justifications

Administration			
3500	Investigations	-	
4402	Rentals and Leases	18,100	One (1) Unmarked undercover vehicle rental
5200	Operating Supplies	-	
	Total Administration	$ 18,100	

Criminal Justice Training			
5800	Training	-	
	Total Criminal Justice Training	$ -	

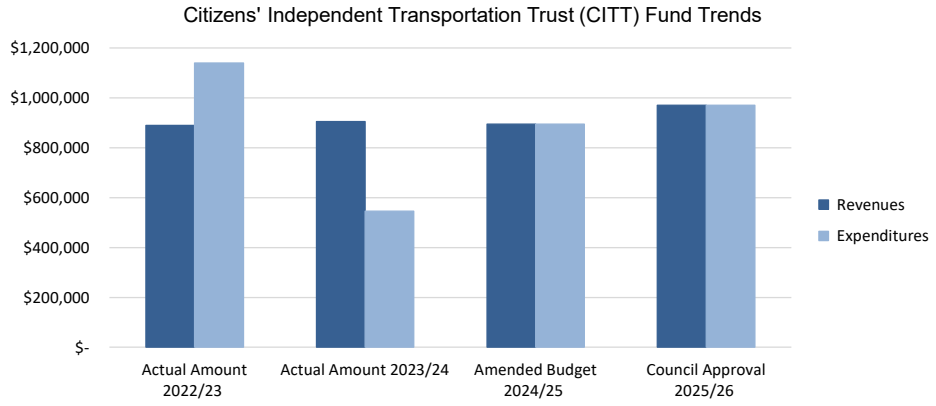
Total LETF	$	60,579

City of Miami Springs

Road and Transportation Fund - 135
Fiscal Year 2025/26
Fund Budget Summary

Fund Description

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



Revenue Projections Summary by Category

Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26
330000/339999	Intergovernmental Revenues	$ 857,495	$ 865,008	$ 837,951	$ 254,949	$ 941,957
360000/369999	Miscellaneous Revenues	32,061	39,444	28,000	21,173	28,000
399900/399999	Fund Balance	-	-	28,305	-	-
	Total Revenues	$ 889,556	$ 904,452	$ 894,256	$ 276,122	$ 969,957

Expenditures Summary by Category

Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26
1000/2999	Personnel Services	$ 78,381	$ 81,026	$ 80,655	$ 39,692	$ 85,748
3000/3999	Contractual Services	174,336	190,236	201,410	62,167	267,000
4000/4999	Other Charges & Services	820,663	223,431	606,691	236,539	611,509
5000/5399	Commodities	39	2,242	5,500	136	5,700
5400/5999	Other Operating Expenses	-	-	-	-	-
6000	Assets Capitalized	-	-	-	16,950	-
9000/9999	T/fer - Debt Service	65,948	48,566	-	-	-
	Total Expenditures	$ 1,139,367	$ 545,501	$ 894,256	$ 355,484	$ 969,957

City of Miami Springs

Road and Transportation Fund - 135

Fiscal Year 2025/26

Revenue Projections

Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26	$ Change	% Change
Intergovernmental Revenues								
315	County Transit System Surtax	$ 857,495	$ 865,008	$ 837,951	$ 254,949	$ 825,957	(11,994)	-1.43%
337	Intergovernmental	-	-	-	-	116,000	116,000	100.00%
	Subtotal	$ 857,495	$ 865,008	$ 837,951	$ 254,949	$ 941,957	104,006	12.41%
Miscellaneous Revenues								
349	Other	$ 29,413	$ 29,377	$ 28,000	$ 14,379	$ 28,000	-	0.00%
361	Interest	2,648	10,067	-	6,794	-	-	0.00%
	Subtotal	$ 32,061	$ 39,444	$ 28,000	$ 21,173	$ 28,000	-	0.00%
Fund Balance								
399	Carryover	$ -	$ -	$ 28,305	$ -	$ -	(28,305)	-100.00%
	Subtotal	$ -	$ -	$ 28,305	$ -	$ -	(28,305)	-100.00%
	Total Revenues	$ 889,556	$ 904,452	$ 894,256	$ 276,122	$ 969,957	$ 75,701	8.47%

Expenditures

Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26	$ Change	% Change
Personnel Services								
1200	Employee Salaries	$ 53,634	$ 55,995	$ 57,203	$ 25,995	$ 58,867	$ 1,663	2.91%
1400	Overtime	3,296	2,404	-	1,328	-	-	0.00%
2101	FICA	4,355	4,468	4,376	2,090	4,503	127	2.91%
2201	Pension	5,088	5,151	5,961	3,107	6,187	226	3.80%
2301	Health, Life & Disability	10,736	11,616	11,614	5,522	11,537	(77)	-0.66%
2400	Workers' Compensation	1,272	1,392	1,502	1,650	4,654	3,153	209.96%
	Subtotal	$ 78,381	$ 81,026	$ 80,655	$ 39,692	$ 85,748	5,093	6.31%
Operating Contractual Services								
3100	Prof. Services	$ 20,890	14,200	$ -	$ -	$ -	$ -	0.00%
3400	Other Cont. Services	153,446	176,036	201,410	62,167	267,000	65,590	32.57%
	Subtotal	$ 174,336	$ 190,236	$ 201,410	$ 62,167	$ 267,000	65,590	32.57%
Other Charges & Services								
4101	Communication Services	$ -	$ 202	$ 500	$ 202	$ 500	-	0.00%
4510	Fleet Maintenance	299	282	5,000	166	5,000	-	0.00%
4530	Insurance	1,335	977	1,191	5,106	1,009	(182)	-15.28%
4600	R&M	819,029	221,862	600,000	231,004	600,000	-	0.00%
4800	Advertising and Promotions	-	-	-	-	5,000	5,000	100.00%
4902	Other Current Charges	-	108	-	61	-	-	0.00%
	Subtotal	$ 820,663	$ 223,431	$ 606,691	$ 236,539	$ 611,509	4,818	0.79%
Commodities								
5200	Operating Supplies	$ 39	$ 2,242	$ 4,500	$ 136	$ 5,000	500	11.11%
5202	Gas & Oil	-	-	500		500	-	0.00%
5207	Tires	-	-	500	-	200	(300)	-60.00%
	Subtotal	$ 39	$ 2,242	$ 5,500	$ 136	$ 5,700	200	3.64%
Other Operating Expenses								
5800	Training	$ -	$ -	$ -	$ -	$ -	-	0.00%
	Subtotal	$ -	$ -	$ -	$ -	$ -	-	0.00%
Capital Outlay								
6000	Assets Capitalized	$ -	$ -	$ -	$ 16,950	$ -	-	0.00%
	Subtotal	$ -	$ -	$ -	$ 16,950	$ -	-	0.00%
Transfers								
9101	Transfer to Debt Service	$ 65,948	$ 48,566	-	$ -	$ -	-	0.00%
	Subtotal	$ 65,948	$ 48,566	$ -	$ -	$ -	-	0.00%
							Overall	
	Total Expenditures	$ 1,139,367	$ 545,501	$ 894,256	$ 355,484	$ 969,957	75,701	8.47%

Personnel Summary

						Change
Street Foreman	1.0	1.0	1.0	1.0	1.0	-
Department Total	1.0	1.0	1.0	1.0	1.0	-

City of Miami Springs

Road and Transportation Fund - 135

Fiscal Year 2025/26

Revenue Projection Rationale

Object Code #	Category	Council Approval 2025/26	Comment
315	County Transit System Surtax	$ 825,957	County voters approved a ½% sales tax increase for transportation needs that went into effect January 2003. As provided by County Ordinance, the Cities receive 20% of the proceeds based upon population.
337	Intergovernmental	116,000	Funding for shuttle services.
349	Other	28,000	VG charges for shuttle services.
361	Interest	-	
Total Road and Transportation Fund Revenue		$ 969,957	

Budget Expenditure Justifications

1200	Employee Salaries	$ 58,867	(1) One full time employee
1400	Overtime	-	Estimated overtime costs
2101	FICA	4,503	Social Security & Medicare taxes
2201	Pension	6,187	Estimated pension contribution paid by the City for each full-time General employee
2301	Health, Life & Disability	11,537	Estimated annual employee costs for health, dental, life insurance benefits
2400	Workers' Compensation	4,654	Allocated cost of workers' compensation premiums paid

City of Miami Springs

Road and Transportation Fund - 135

Fiscal Year 2025/26

3400	**Other Contractual Services**	**267,000**	LSF Shuttle Services / On demand services, street sweeping
4101	**Communication Services**	**500**	Cellular service
4510	**Fleet Maintenance**	**5,000**	Repair and Maintenance of back hoe, roller, skid steer & attachments, plate compactor
4530	**Insurance**	**1,009**	General liability, automotive, and property insurance
4600	**R&M**	**600,000**	Citywide street light repairs, ballast rock, crushed lime rock, asphalt material, sidewalk and roadway repairs
4800	**Advertising and Promotions**	**5,000**	Public outreach
5200	**Operating Supplies**	**5,000**	Uniforms and shoes for staff, barricades, traffic cones, marking paint, signs & posts, shovels, rakes, brooms, gloves, safety vests and other items needed to perform duties
5202	**Gas & Oil**	**500**	Pickup truck
5207	**Tires**	**200**	Pickup truck
Total Road and Transportation Fund Expenditures		**$ 969,957**	

City of Miami Springs

Road and Transportation Fund - 135

Fiscal Year 2025/26

Goals, Objectives and Accomplishments

1. Operate a utility which provides quality services to the citizenry of Miami Springs.
2. Provide street related services in a clean and timely manner.
3. Provide a clean and manicured appearance for Miami Springs.

Performance Measures and Scorecard

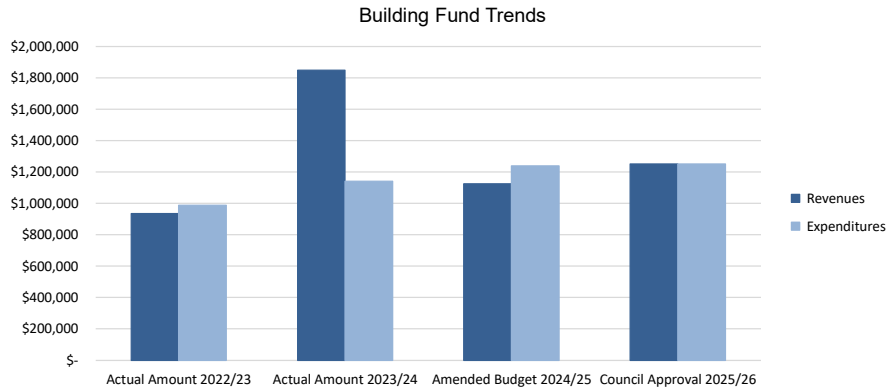
	Performance Workload Indicators	Road and Transportation Objective(s)	Actual 2022/23	Actual 2023/24	Projected 2024/25	Estimate 2025/26
Workload Measures	Miles of roadway milling and resurfacing	1, 2, 3	20,565 sq yd	640 sf	35,084 sq yd	30,000 sq yd
	Lineal footage of sidewalks replaced	1, 2, 3	115,449 sf	17,699 sf	53,435 sf	50,000 sf

City of Miami Springs

Building Fund - 145
Fiscal Year 2025/26
Fund Budget Summary

Fund Description

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



Revenue Projections Summary by Category

Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26
320000/329999	Licenses & Permits	$ 1,799,982	$ 1,105,076	$ 1,100,000	$ -	$ 1,122,000
350000/359999	Fines & Forfeitures	-	-	-	-	-
360000/369999	Miscellaneous Revenues	48,318	89,278	25,000	-	25,000
399900/399999	Fund Balance	-	-	-	-	104,401
	Total Revenues	$ 1,848,300	$ 1,194,354	$ 1,125,000	$ -	$ 1,251,401

Expenditures Summary by Category

Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26
1000/2999	Personnel Services	$ 561,719	$ 623,255	$ 641,638	$ 304,255	$ 671,115
3000/3999	Contractual Services	247	-	20,000	-	20,000
4000/4999	Other Charges & Services	186,319	102,779	100,415	74,932	99,786
5000/5399	Commodities	7,537	7,218	25,237	5,662	8,500
5400/5499	Other Operating Expenses	-	140	2,000	-	2,000
6000/6999	Capital Outlay	-	-	-	-	-
9000/9999	T/fer - General Fund (001)	407,154	408,210	450,000	225,000	450,000
	Total Expenditures	$ 1,162,976	$ 1,141,602	$ 1,239,290	$ 609,849	$ 1,251,401

City of Miami Springs

Building Fund - 145

Fiscal Year 2025/26

Revenue Projections

Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26	$ Change	% Change
Licenses & Permits								
322	Building Permits	$ 1,799,982	$ 1,105,076	$ 1,100,000	$ -	$ 1,122,000	22,000	2.00%
	Subtotal	$ 1,799,982	$ 1,105,076	$ 1,100,000	$ -	$ 1,122,000	22,000	2.00%
Fines & Forfeitures								
354	Code Violation Fines	$ -	$ -	$ -	$ -	$ -	-	0.00%
	Subtotal	$ -	$ -	$ -	$ -	$ -	-	0.00%
Miscellaneous Revenues								
349	Other	$ -	$ 1,346	$ -	$ -	$ -	-	0.00%
361	Interest	48,318	87,932	25,000	-	25,000	-	0.00%
	Subtotal	$ 48,318	$ 89,278	$ 25,000	$ -	$ 25,000	-	0.00%
Fund Balance								
399	Carryover	$ -	$ -	$ 89,290	$ -	$ 104,401	15,111	16.92%
	Subtotal	$ -	$ -	$ 89,290	$ -	$ 104,401	15,111	16.92%
	Total Revenues	$ 1,848,300	$ 1,194,354	$ 1,214,290	$ -	$ 1,251,401	$ 37,111	3.06%

Expenditures

Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26	$ Change	% Change
Personnel Services								
1200	Employee Salaries	$ 253,017	$ 280,072	$ 298,148	$ 137,303	$ 326,777	28,628	9.60%
1300	Part Time Salaries	207,525	229,500	240,000	107,150	240,000	-	0.00%
1400	Overtime	-	82	-	-	-	-	0.00%
2101	FICA	35,331	38,990	22,808	18,689	24,998	2,190	9.60%
2201	Pension	24,337	26,094	31,067	15,629	34,344	3,277	10.55%
2301	Health, Life & Disability	34,129	41,005	44,919	21,386	44,550	(369)	-0.82%
2400	Workers' Compensation	7,380	7,512	4,696	4,098	446	(4,250)	-90.50%
	Subtotal	$ 561,719	$ 623,255	$ 641,638	$ 304,255	$ 671,115	29,477	4.59%
Contractual Services								
3100	Prof. Services	$ -	$ -	$ -	$ -	$ -	$ -	0.00%
3400	Other Cont. Services	247	-	20,000	-	20,000	-	0.00%
	Subtotal	$ 247	$ -	$ 20,000	$ -	$ 20,000	-	0.00%
Other Charges & Services								
4000	Travel & Per Diem	$ 3,843	$ 3,840	$ 5,840	$ 1,920	$ 4,000	(1,840)	-31.51%
4101	Communication Services	4,352	3,599	5,600	1,530	4,000	(1,600)	-28.57%
4103	Postage	-	1,265	-	589	-	-	0.00%
4402	Rentals & Leases	3,326	6,408	2,000	2,249	4,400	2,400	120.00%
4530	Insurance	12,829	9,030	11,075	5,700	9,386	(1,689)	-15.25%
4600	R&M	124,748	45,808	50,000	48,099	50,000	-	0.00%
4700	Printing and Binding	454	-	900	-	-	(900)	-100.00%
4902	Other Current Charges	36,767	32,829	25,000	14,845	28,000	3,000	12.00%
4990	Bad Debt	-	-	-	-	-	-	0.00%
	Subtotal	$ 186,319	$ 102,779	$ 100,415	$ 74,932	$ 99,786	(629)	-0.63%
Commodities								
5100	Office Supplies	$ 1,663	$ 2,367	$ 16,237	$ 3,335	$ 3,500	(12,737)	-78.44%
5200	Operating Supplies	5,874	4,851	7,000	1,475	3,000	(4,000)	-57.14%
5203	Uniforms	-	-	2,000	852	2,000	-	100.00%
	Subtotal	$ 7,537	$ 7,218	$ 25,237	$ 5,662	$ 8,500	(16,737)	-66.32%

City of Miami Springs

Building Fund - 145

Fiscal Year 2025/26

Other Operating Expenses									
5400	Subscriptions & Memberships	$ -	$ 140	$ 1,000	$ -	$ 1,000	-	0.00%	
5800	Training	-	-	1,000	-	1,000	-	0.00%	
	Subtotal	$ -	$ 140	$ 2,000	$ -	$ 2,000	-	0.00%	
Capital Outlay									
6400	Equipment >$1,000	$ 55,668	$ -	$ -	$ -	$ -	-	0.00%	
	Subtotal	$ 55,668	$ -	$ -	$ -	$ -	-	0.00%	
Transfers									
9101	Transfer to General Fund	$ 407,154	$ 408,210	$ 450,000	$ 225,000	$ 450,000	-	0.00%	
	Subtotal	$ 407,154	$ 408,210	$ 450,000	$ 225,000	$ 450,000	-	0.00%	
							Overall		
	Total Expenditures	$ 1,218,644	$ 1,141,602	$ 1,239,290	$ 609,849	$ 1,251,401	12,111	0.98%	

Personnel Summary						Change
Building Director	0.80	0.80	0.80	0.80	0.80	-
Building Specialist I	2.0	2.0	2.0	2.0	2.0	-
Building Specialist II, III	3.0	3.0	2.0	2.0	2.0	-
Department Total	5.80	5.80	4.80	4.80	4.80	-

City of Miami Springs

Building Fund - 145

Fiscal Year 2025/26

Revenue Projection Rationale

Object Code #	Category	Council Approval 2025/26	Comment
322	Building Permits	$ 1,122,000	Permit fees for building, electrical, plumbing, roofing, mechanical, and certification of completion.
361	Interest	25,000	Interest income
399	Carryover	104,401	Carryover from prior fiscal years
	Total Building Fund Revenue	$ 1,251,401	

Budget Expenditure Justifications

Object Code #	Category	Council Approval 2025/26	Comment
1200	Employee Salaries	$ 326,777	(1) Building Official, (4) building clerks
1300	Part Time Salaries	240,000	Payments to part time inspectors.
2101	FICA	24,998	Social Security & Medicare taxes
2201	Pension	34,344	Estimated pension contribution paid by the City for each full-time General employee
2301	Health, Life & Disability	44,550	Estimated annual employee costs for health, dental, life insurance benefits
2400	Workers' Compensation	446	Allocated cost of workers' compensation premiums paid
3400	Other Cont. Services	20,000	Decreased due to more scanning being done in house

City of Miami Springs

Building Fund - 145

Fiscal Year 2025/26

4000	Travel & Per Diem	4,000	Increased due to additional Training for Building Official and/or clerks
4101	Communication Services	4,000	Cell phone, office phones, internet
4402	Rentals & Leases	4,400	Toshiba copier
4530	Insurance	9,386	General liability, automotive, and property insurance
4600	R&M	50,000	Trackit annual maintenance
4700	Printing and Binding	-	Printing if necessary
4902	Other Current Charges	28,000	Bank charges and credit card fees
5100	Office Supplies	3,500	General office supplies
5200	Operating Supplies	3,000	General operating supplies
5203	Uniforms	2,000	Uniforms required for staff
5400	Subscriptions & Memberships	1,000	Staff memberships
5800	Training	1,000	Training for staff
9101	Transfer to General Fund	450,000	Administrative charge to General Fund
	Total Operating Expenditures	$ 1,251,401	

City of Miami Springs

Building Fund - 145

Fiscal Year 2025/26

Goals, Objectives and Accomplishments

1. Perform a final Inspection on all permits issued and close them within 6 months of the issue date, provided that the work has been completed to code.
2. Continue to educate the staff, residents, and contractors in our community to continue promoting safety, and stable designs in all construction and improvements permitted in our City.
3. Continued the scanning process to completely digitize the filing system in our department and facilitate plans records request to the public and staff.
4. Successfully scanned all closed permits remaining large files in the storage room.
5. Continuing scanning active of small files as part of the initial submittal procedure.
6. Inspectors successfully completed their annual license recertification.
7. Effectively processed 1,425 permits, as of 8/19/2025.
8. Continue to hold regular staff meetings with permit clerks and Inspectors to maintain consistency in our procedures.
9. Continued to work on updating our permit requirement list to insure consistency within our staff and our procedures.
10. Successfully trained clerks in taking payments
11. Successfully hired and trained Odemar Jimenez as Plumbing Inspector.
12. Provided customer service to approximately 10,125 residents, contractors, and business owners over the counter. An average of 45 per day, as of 7/31/2025.

13a. Performed an overall total of 4,857 field inspections as of 7/31/2025.

13b. Building and Roofing Inspections: 3,243, Mechanical Inspections: 202, Electrical Inspections: 731, Plumbing Inspections: 681

14a. Performed an overall total of 2924 plan reviews as of 7/31/2025.

14b. Building and Roofing Permit Reviews: 1,432, Structural Permit Reviews: 420, Mechanical Permit Reviews: 191, Electrical Permit Reviews: 492, Plumbing Permit Reviews: 389

Performance Measures and Scorecard

	Performance Workload Indicators	Building Objective(s)	Actual 2022/23	Actual 2023/24	Projected 2024/25	Estimate 2025/26
Workload Measures	Reduce number of departmental complaints	1, 2	Yes	Yes	Yes	Yes
	Permits applied for should receive a final inspection and be closed within 6 months of being issued. (Some permits require longer than a 6 month span to complete.)	1	Yes	Yes	Yes	Yes
	Process over 1300 permits in a fiscal year.	7	1,497	1,300	1,425	1,500
	Perform over 3600 Building/Roofing inspections/reviews in a fiscal year.	13b, 14b	4,741	4,700	4,675	4,900
	Perform over 400 Mechanical inspections/reviews in a fiscal year	13b, 14b	409	450	393	425
	Perform over 1300 Electrical inspections/reviews in a fiscal year	13b, 14b	1,277	1,200	1,223	1,400
	Perform over 600 Plumbing inspections/reviews in a fiscal year	13b, 14b	915	900	1,070	1,200
	Perform over 400 Structural reviews in a fiscal year	13b, 14b	622	600	420	450
	All open inspections to be closed out at month-end	1	Yes	Yes	Yes	Yes
	Update the website to show accurate and efficient information.	2	Yes	Yes	Yes	Yes
	Educate the building staff, residents and contractors of latest and most accurate information in our permit process.	2	Yes	Yes	Yes	Yes
	Reduced turn-around time for permits submitted	1	Within 5 to 10 business days	Within 5 to 10 business days	Within 5 to 10 business days	Within 5 to 10 business days
	Revise permit application and other department forms to include the required information mandated by the Florida Building Code and other government agencies like FEMA.	1, 2	Yes	Yes	Yes	Yes
	Continue to enforce procedures to address the extensive issue of open expired permits in our City, with the use of the Affidavit of Compliance at the time of a new permit submittal.	1, 2	Yes	Yes	Yes	Yes
	Continue to provide excellent and friendly customer service over the counter, phone and email.	2	Average of 70/daily	Average of 70/daily	Average of 70/daily	Average of 70/daily
	Scan City street files, to condense space and improve technology.	3, 5	10/Boxes a month	10/Boxes a month	4/Boxes a month	4/Boxes a month

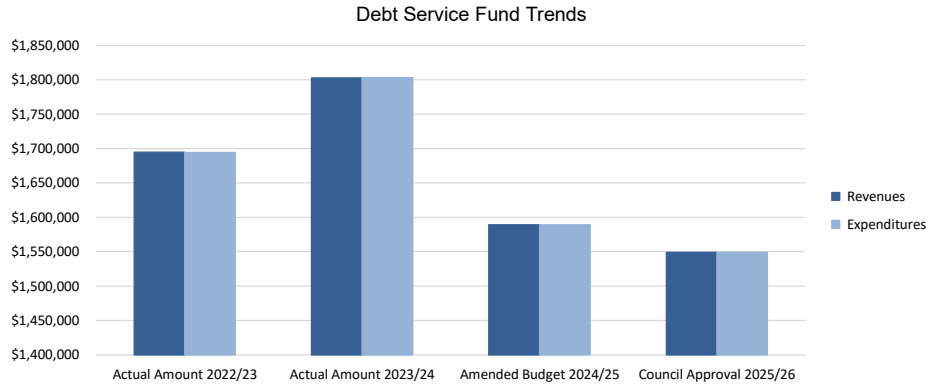
DEBT SERVICE FUND

City of Miami Springs

Debt Service Fund
Fiscal Year 2025/26
Fund Budget Summary

Fund Description

This fund accounts for the principal and interest payments on all of the City's debt including the City's $7.5 million Community Center/Aquatic Center Note, the $5 million Senior Center Construction Loan, the $1.6 million Energy Conservation Note, the $3.8 million Golf and Country Club Golf Revitalization Note, and other equipment leases. These notes are being paid through an interfund transfer from the Department responsible for the debt to the Debt Service Fund.



Revenue Projections Summary by Category

Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26
360000/369999	Miscellaneous Revenues	$ 921	$ 657	$ -	$ -	$ -
380000/389999	Transfer/Debt Proceeds	1,693,883	1,802,155	1,589,383	924,849	1,549,196
	Total Revenues	$ 1,694,804	$ 1,802,812	$ 1,589,383	$ 924,849	$ 1,549,196

Expenditures by Category

Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26
7000/7999	Debt Service	$ 1,694,496	$ 1,803,119	$ 1,589,383	$ 877,184	$ 1,549,196
	Total Expenditures	$ 1,694,496	$ 1,803,119	$ 1,589,383	$ 877,184	$ 1,549,196

City of Miami Springs

Debt Service Fund

Fiscal Year 2025/26

Reveue Projections

Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26	$ Change	% Change
Miscellaneous Revenues								
3610000	Interest	$ 921	$ 657	$ -	$ 2,380	$ -	$ -	0.00%
	Subtotal	$ 921	$ 657	$ -	$ 2,380	$ -	-	0.00%
Transfer/Debt Proceeds								
38191XX	Interfund Transfers	$ 1,693,883	$ 1,802,155	$ 1,589,383	$ 924,849	$ 1,549,196	(40,187)	-2.53%
	Subtotal	$ 1,693,883	$ 1,802,155	$ 1,589,383	$ 924,849	$ 1,549,196	(40,187)	-2.53%
	Total Revenues	$ 1,694,804	$ 1,802,812	$ 1,589,383	$ 927,229	$ 1,549,196	$ (40,187)	-2.53%

Expenditures

Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26	$ Change	% Change
Debt Service								
71XX	Principal	$ 1,380,614	$ 1,319,809	$ 1,141,053	$ 703,245	$ 1,150,132	$ 9,079	0.80%
72XX	Interest	$ 313,882	$ 483,310	$ 448,330	$ 173,939	$ 399,064	(49,266)	-10.99%
	Total Expenditures	$ 1,694,496	$ 1,803,119	$ 1,589,383	$ 877,184	$ 1,549,196	$ (40,187)	-2.53%

City of Miami Springs

Debt Service Fund

Fiscal Year 2025/26

Revenue Projection Rationale

Object Code #	Category	Council Approval 2025/26	Comment
381	Interfund Transfers	$ 1,549,196	Transfers in from other funds and the General Fund departments to fund debt service costs associated with bank notes and equipment leases
	Total Debt Service Fund Revenues	$ 1,549,196	

Budget Expenditure Justifications

Object Code #	Category	Council Approval 2025/26	Comment
71XX	Principal	$ 1,150,132	Principal payments due on bank notes and equipment leases which will be payable in fiscal year 2025/26
72XX	Interest	399,064	Interest payments due on the bank notes and equipment leases which will be payable in fiscal year 2025/26
	Total Debt Service Fund Expenditures	$ 1,549,196	

City of Miami Springs

Debt Service Fund

Fiscal Year 2025/26

Goals and Objectives

1. To account for the servicing of general long-term debt being financed by proprietary or non-expendable trust funds, and to maintain the highest possible bond ratings for the marketability of the City's debt.
2. To finance projects utilizing the most cost-effective methods, while minimizing the restrictions that would hinder the future borrowing capacity of the City.

Performance Measures and Scorecard

	Performance Workload Indicators	Debt Service Objective(s)	Actual 2022/23	Actual 2023/24	Projected 2024/25	Estimate 2025/26
Workload Measures	Number of Payments on Revenue Bonds	1, 2	4	4	4	4
	Number of late payments	1, 2	-	-	-	-
	% of payments made in accordance with bond covenants	1, 2	100%	100%	100%	100%

City of Miami Springs
Legal Debt Margin

The necessity to incur debt in order to finance the capital program carries with it the obligation to manage the debt program effectively. As a result, the level of outstanding debt and the City's capacity to incur and repay additional debt bear careful examination.

City Charter section 1.04(4) states that the City shall not issue ad valorem bonds the outstanding total amount of which shall obligate the City in excess of 15% of the assessed valuation of the real property within the City.
The City does not hold any General Obligation debt at the end of FY 2025.

The City's bonded debt margin for FY 2025-26 is as follows:

Assessed valuation 2025-26 roll	$	1,887,248,316
Bonded debt limit - 15% of assessed valaue	$	283,087,247
Total ad valorem - General Obligation Bonds	$	-
Amount of debt applicable	$	-
Debt margin available	$	283,087,247

City of Miami Springs
$3,800,000 Golf Renovation Revenue Note at 6.00%, Series 2023

SOURCES OF FUNDS

Series 2023 Proceeds	$	3,800,000.00
Total Sources of Funds		3,800,000.00

USES OF FUNDS

Golf Course renovation		3,800,000.00
Total Uses of Funds		3,800,000.00

DEBT SERVICE DISBURSEMENT SCHEDULE BY YEAR

Year End 9/30/xx	*Principal*	*Interest*	*Total Debt Service Costs*
2023	-	21,533.00	21,533.00
2024	162,143.00	225,603.00	387,746.00
2025	172,017.00	215,729.00	387,746.00
2026	182,493.00	205,253.00	387,746.00
2027	193,607.00	194,140.00	387,747.00
2028	205,397.00	182,349.00	387,746.00
2029	217,906.00	169,840.00	387,746.00
2030	231,177.00	156,570.00	387,747.00
2031	245,255.00	142,491.00	387,746.00
2032	260,191.00	127,555.00	387,746.00
2033	276,037.00	111,710.00	387,747.00
2034	292,848.00	94,899.00	387,747.00
2035	310,682.00	77,064.00	387,746.00
2036	329,602.00	58,144.00	387,746.00
2037	349,675.00	38,071.00	387,746.00
2038	370,970.00	16,776.00	387,746.00
Total	$ 3,800,000.00	$ 2,037,727.00	$ 5,837,727.00

City of Miami Springs
$5,000,000 Senior Center Revenue Note at 2.65%, Series 2019

SOURCES OF FUNDS

Series 2015 Bond Proceeds	$ 5,000,000.00
Total Sources of Funds	5,000,000.00

USES OF FUNDS

Senior center facility	5,000,000.00
Total Uses of Funds	5,000,000.00

DEBT SERVICE DISBURSEMENT SCHEDULE BY YEAR

Year End 9/30/xx	*Principal*	*Interest*	*Total Debt Service Costs*
2019	-	23,187.50	23,187.50
2020	250,000.00	132,500.00	382,500.00
2021	250,000.00	125,875.00	375,875.00
2022	250,000.00	119,250.00	369,250.00
2023	250,000.00	112,625.00	362,625.00
2024	250,000.00	106,000.00	356,000.00
2025	250,000.00	99,375.00	349,375.00
2026	250,000.00	92,750.00	342,750.00
2027	250,000.00	86,125.00	336,125.00
2028	250,000.00	79,500.00	329,500.00
2029	250,000.00	72,875.00	322,875.00
2030	250,000.00	66,250.00	316,250.00
2034	250,000.00	39,750.00	289,750.00
2035	250,000.00	33,125.00	283,125.00
2036	250,000.00	26,500.00	276,500.00
2037	250,000.00	19,875.00	269,875.00
2038	250,000.00	13,250.00	263,250.00
2039	250,000.00	6,625.00	256,625.00
Total	$ 5,000,000.00	$ 1,414,437.50	$ 6,414,437.50

City of Miami Springs
$7,554,000 Aquatic/ Refunding Bond at 3.07%, Series 2015

SOURCES OF FUNDS

Series 2015 Bond Proceeds	$ 7,554,000.00
Total Sources of Funds	7,554,000.00

USES OF FUNDS

Refunding Series 2010 Bonds	$ 1,986,732.76
Aquatic/Stafford project	5,567,267.24
Total Uses of Funds	7,554,000.00

DEBT SERVICE DISBURSEMENT SCHEDULE BY YEAR

Year End 9/30/xx	*Principal*	*Interest*	*Total Debt Service Costs*
2015	188,000.00	99,205.00	287,205.00
2016	396,000.00	223,250.40	619,250.40
2017	424,000.00	210,770.85	634,770.85
2018	437,000.00	197,661.95	634,661.95
2019	450,000.00	184,138.60	634,138.60
2020	465,000.00	170,216.15	635,216.15
2021	479,000.00	155,833.20	634,833.20
2022	493,000.00	141,020.45	634,020.45
2023	510,000.00	125,762.55	635,762.55
2024	525,000.00	109,998.10	634,998.10
2025	540,000.00	93,757.80	633,757.80
2026	558,000.00	77,041.65	635,041.65
2027	575,000.00	59,788.25	634,788.25
2028	593,000.00	41,997.60	634,997.60
2029	611,000.00	23,654.35	634,654.35
2030	310,000.00	4,758.50	314,758.50
Total	$ 7,554,000.00	$ 1,918,855.40	$ 9,472,855.40

ENTERPRISE FUNDS

City of Miami Springs

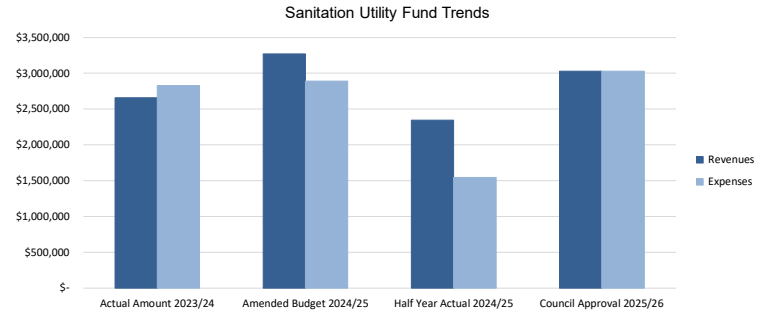
Sanitation Utility Fund - 430

Fiscal Year 2025/26

Fund Budget Summary

Fund Description

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



Revenue Projections Summary by Category

Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26
330000/339999	Intergovernmental Revenues	$ -	$ -	$ -	$ -	$ -
340000/349999	Charges for Services	2,538,025	2,643,761	2,925,000	2,339,521	3,025,000
360000/369999	Miscellaneous Revenues	11,674	14,689	3,500	5,890	3,500
399900/399999	Net Position	-	-	338,361	-	-
	Total Revenues	$ 2,549,699	$ 2,658,450	$ 3,266,861	$ 2,345,411	$ 3,028,500

Expenses Summary by Category

Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26
1000/2999	Personnel Services	$ 763,839	$ 787,237	$ 818,103	$ 387,801	$ 921,913
3000/3999	Contractual Services	1,002,018	1,100,829	1,095,640	467,429	1,239,350
4000/4999	Other Charges & Services	322,633	273,566	344,096	113,822	340,437
5000/5399	Commodities	141,746	117,140	125,000	32,403	125,000
5400/5999	Other Operating Expenses	85,896	74,806	103,200	19,491	97,000
6000/6999	Capital Outlay	-	-	-	323,721	-
7000/7999	Debt Service	6,334	4,734	3,110	1,765	4,800
9000/9999	T/fer - General Fund (001)	470,000	470,000	400,000	200,000	300,000
	Total Expenses	$ 2,792,466	$ 2,828,312	$ 2,889,149	$ 1,546,432	$ 3,028,500

City of Miami Springs

Sanitation Utility Fund - 430

Fiscal Year 2025/26

Revenue Projections

Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26	$ Change	% Change
Intergovernmental Revenues								
389	Grants	$ -	$ -	$ -	$ -	$ -	$ -	0.00%
	Subtotal	$ -	$ -	$ -	$ -	$ -	-	0.00%
Charges for Services								
343	Sanitation Utility Fees	$ 2,538,025	$ 2,643,761	$ 2,925,000	$ 2,339,521	$ 3,025,000	100,000	3.42%
	Subtotal	$ 2,538,025	$ 2,643,761	$ 2,925,000	$ 2,339,521	$ 3,025,000	100,000	3.42%
Miscellaneous Revenues								
361	Interest	$ 3,930	$ 6,948	$ -	$ 3,440	$ -	-	0.00%
365	Disposal of Fixed Assets	-	-	-	-	-	-	0.00%
369	Other	7,744	7,741	3,500	2,450	3,500	-	0.00%
	Subtotal	$ 11,674	$ 14,689	$ 3,500	$ 5,890	$ 3,500	-	100.00%
Net Position								
3999000	Carryover	$ -	$ -	$ 338,361	$ -	$ -	(338,361)	-100.00%
	Subtotal	$ -	$ -	$ 338,361	$ -	$ -	(338,361)	-100.00%
	Total Revenues	$ 2,549,699	$ 2,658,450	$ 3,266,861	$ 2,345,411	$ 3,028,500	$ (238,361)	-7.30%

City of Miami Springs

Sanitation Utility Fund - 430

Fiscal Year 2025/26

Expenses

Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26	$ Change	% Change
Personnel Services								
1200	Employee Salaries	$ 521,609	$ 525,739	$ 555,834	$ 256,506	$ 609,802	$ 53,969	9.71%
1400	Overtime	18,332	19,414	-	10,195	20,000	20,000	100.00%
2101	FICA	40,105	41,965	42,521	20,099	46,650	4,129	9.71%
2201	Pension	39,430	43,946	57,918	25,360	64,090	6,172	10.66%
2301	Health, Life & Disability	131,235	143,021	147,239	64,991	149,292	2,053	1.39%
2400	Workers' Compensation	13,128	13,152	14,591	10,650	32,079	17,488	119.86%
	Subtotal	$ 763,839	$ 787,237	$ 818,103	$ 387,801	$ 921,913	103,811	12.69%
Operating Contractual Services								
3400	Other Cont. Services	$ 1,002,018	$ 1,100,829	$ 1,095,640	$ 467,429	$ 1,239,350	143,710	13.12%
	Subtotal	$ 1,002,018	$ 1,100,829	$ 1,095,640	$ 467,429	$ 1,239,350	143,710	13.12%
Other Charges & Services								
4101	Communication Services	$ 4,748	$ 3,591	$ 4,000	$ 1,644	$ 4,000	-	0.00%
4510	Fleet Maintenance	-	-	300,000	96,643	300,000	-	0.00%
4530	Insurance	313,737	267,181	37,096	15,168	31,437	(5,659)	-15.26%
4600	R&M	4,033	2,672	3,000	334	5,000	2,000	66.67%
4902	Other Current Charges	115	122	-	33	-	-	0.00%
4990	Bad Debt	-	-	-	-	-	-	0.00%
	Subtotal	$ 322,633	$ 273,566	$ 344,096	$ 113,822	$ 340,437	(3,659)	-1.06%
Commodities								
5200	Operating Supplies	$ 49,950	$ 18,385	$ 20,000	$ 5,632	$ 20,000	-	0.00%
5202	Gas & Oil	91,796	78,276	85,000	21,633	85,000	-	0.00%
5207	Tires	-	20,479	20,000	5,138	20,000	-	0.00%
	Subtotal	$ 141,746	$ 117,140	$ 125,000	$ 32,403	$ 125,000	-	0.00%
Other Operating Expenses								
5800	Training	$ 4,400	$ 1,616	$ 3,200	$ 1,400	$ 2,000	(1,200)	-37.50%
5900	Depreciation	85,896	73,190	100,000	18,091	95,000	(5,000)	-5.00%
	Subtotal	$ 90,296	$ 74,806	$ 103,200	$ 19,491	$ 97,000	(6,200)	-6.01%
Capital Outlay								
6000	Assets Capitalized	$ -	$ -	$ -	$ 323,721	$ -	-	0.00%
	Subtotal	$ -	$ -	$ -	$ 323,721	$ -	-	0.00%
Transfers								
7200	Interest	$ 6,334	$ 4,734	$ 3,110	$ 1,765	$ 4,800	1,690	54.34%
	Subtotal	$ 6,334	$ 4,734	$ 3,110	$ 1,765	$ 4,800	1,690	54.34%
Transfers								
9101	Transfer to General Fund	$ 470,000	$ 470,000	$ 400,000	$ 200,000	$ 300,000	(100,000)	-25.00%
	Subtotal	$ 470,000	$ 470,000	$ 400,000	$ 200,000	$ 300,000	(100,000)	-25.00%
							Overall	
	Total Expenses	$ 2,796,866	$ 2,828,312	$ 2,889,149	$ 1,546,432	$ 3,028,500	$ 139,352	4.82%

Personnel Summary						Change
Sanitation Foreman	1.0	1.0	1.0	1.0	1.0	-
Automated Equipment Operator	5.0	5.0	5.0	5.0	5.0	-
Refuse Truck Driver	3.0	3.0	3.0	3.0	3.0	-
Refuse Collector	2.0	2.0	2.0	2.0	2.0	-
Department Total	11.0	11.0	11.0	11.0	11.0	-

City of Miami Springs

Sanitation Utility Fund - 430

Fiscal Year 2025/26

Revenue Projection Rationale

Object Code #	Category	Council Approval 2025/26	Comment
343	Sanitation Utility Fees	$ 3,025,000	Estimated utility fees based on current amounts received
369	Other	3,500	Other fees
	Total Sanitation Utility Fund Revenues	$ 3,028,500	

Budget Expense Justifications

1200	Employee Salaries	$ 609,802	(1) Sanitation Foreman, (5) Automated Equipment Operator, (3) Refuse Truck Driver, (2) Refuse Collector
1400	Overtime	20,000	Estimated overtime costs
2101	FICA	46,650	Social Security & Medicare taxes
2201	Pension	64,090	Estimated pension contribution paid by the City for each full-time General employee
2301	Health, Life & Disability	149,292	Estimated annual employee costs for health, dental, life & disability insurance benefits
2400	Workers' Compensation	32,079	Allocated cost of workers' compensation premiums paid
3400	Other Contractual Services	1,239,350	MDC and Waste Management tipping fees
4101	Communication Services	4,000	Cellular service foreman, internet, fiberlink
4510	Fleet Maintenance	300,000	Repairs and Maintenance for all garbage and bulk trash trucks and equipment
4530	Insurance	31,437	General liability, automotive, and property insurance
4600	R&M	5,000	Costs associated with the Department's vehicle maintenance
5200	Operating Supplies	20,000	Uniforms & shoes for Sanitation staff, back supports, gloves, ear plugs, rakes, shovels, trash bags, paper towels, sprayer bottles, cups, radiator fluids, windshield wipers & fluids, other service related items needed to perform scope of work
5202	Gas & Oil	85,000	Fuel and oil including hydraulic oil
5207	Tires	20,000	Tires for Sanitation equipment
5800	Training	2,000	Potential CDL licence drivers
5900	Depreciation	95,000	Depreciation expense on assets
7200	Interest	4,800	Interest expense on debt
9101	Transfer to General Fund	300,000	Administrative charge to General Fund
	Total Sanitation Fund Expenses	$ 3,028,500	

City of Miami Springs

Sanitation Utility Fund - 430

Fiscal Year 2025/26

Goals, Objectives and Accomplishments

1. Operate a utility which provides quality services to the citizenry of Miami Springs.
2. Provide scheduled service within the allotted time of the day.
3. Provide collection of bulk trash in a clean and timely manner.

Performance Measures and Scorecard

	Performance Workload Indicators	Sanitation Objective(s)	Actual 2022/23	Actual 2023/24	Projected 2024/25	Estimate 2025/26
Workload Measures	Percentage of cans collected on each route	1, 2, 3	100%	100%	100%	100%
	Reduce the number of days route not completed	1, 2, 3	Yes	Yes	Yes	Yes
	Increase public education	1, 2, 3	100%	100%	100%	100%

City of Miami Springs

Stormwater Utility Fund - 440

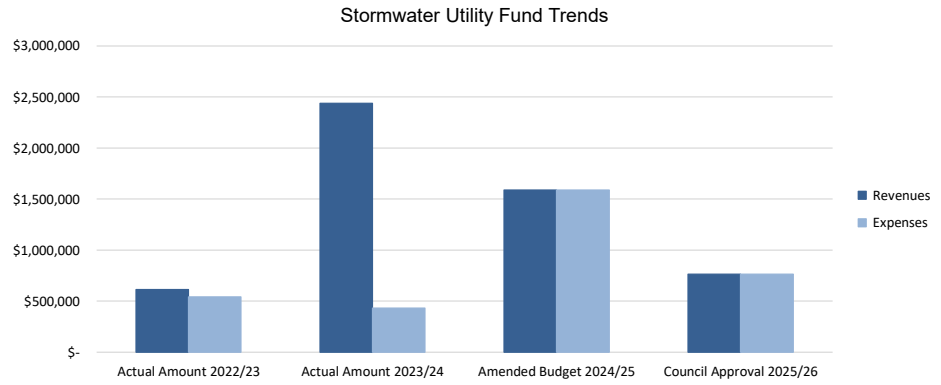
Fiscal Year 2025/26

Fund Budget Summary

Fund Description

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

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



Revenue Projections Summary by Category

Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26
330000/339999	Intergovernmental Revenues	$ 169,000	$ 1,994,019	$ -	$ 447,428	$ 300,000
340000/349999	Charges for Services	437,145	433,281	423,000	148,323	430,000
360000/369999	Miscellaneous Revenues	6,548	10,937	-	12,231	-
399900/399999	Net Position	-	-	1,166,120	-	33,318
	Total Revenues	$ 612,693	$ 2,438,237	$ 1,589,120	$ 607,982	$ 763,318

Expenses Summary by Category

Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26
1000/2999	Personnel Services	$ 53,214	$ 57,988	$ 99,545	$ 18,631	$ 125,470
3000/3999	Contractual Services	192,687	70,577	19,800	3,599	306,000
4000/4999	Other Charges & Services	76,523	105,265	120,406	68,461	125,348
5000/5399	Commodities	5,702	4,148	9,000	1,757	9,000
5400/5999	Other Operating Expenses	152,953	132,047	142,500	55,019	137,500
6000/6999	Capital Outlay	-	-	1,137,869	481,176	-
9000/9999	T/fer - General Fund (001)	60,000	60,000	60,000	30,000	60,000
	Total Expenses	$ 541,079	$ 430,025	$ 1,589,120	$ 658,643	$ 763,318

City of Miami Springs

Stormwater Utility Fund - 440

Fiscal Year 2025/26

Revenue Projections

Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26	$ Change	% Change
Intergovernmental Revenues								
389	Grants	$ 169,000	$ 1,994,019	$ -	$ 447,428	$ 300,000	$ 300,000	100.00%
	Subtotal	$ 169,000	$ 1,994,019	$ -	$ 447,428	$ 300,000	300,000	100.00%
Charges for Services								
343	Stormwater Utility Fees	$ 437,145	$ 433,281	$ 423,000	$ 148,323	$ 430,000	7,000	1.65%
	Subtotal	$ 437,145	$ 433,281	$ 423,000	$ 148,323	$ 430,000	7,000	1.65%
Miscellaneous Revenues								
361	Interest	$ 6,548	$ 10,937	$ -	$ 12,231	$ -	-	0.00%
365	Disposal of Fixed Assets	-	-	-	-	-	-	-
	Subtotal	$ 6,548	$ 10,937	$ -	$ 12,231	$ -	-	0.00%
Net Position								
3999000	Carryover	$ -	$ -	$ 1,166,120	$ -	33,318	(1,132,802)	-97.14%
	Subtotal	$ -	$ -	$ 1,166,120	$ -	$ 33,318	(1,132,802)	-97.14%
	Total Revenues	$ 612,693	$ 2,438,237	$ 1,589,120	$ 607,982	$ 763,318	$ (825,802)	-51.97%

City of Miami Springs

Stormwater Utility Fund - 440

Fiscal Year 2025/26

Expenses

Object Code #	Category	Actual Amount 2022/23	Actual Amount 2023/24	Amended Budget 2024/25	Half Year Actual 2024/25	Council Approval 2025/26	$ Change	% Change
Personnel Services								
1200	Employee Salaries	$ 35,517	$ 36,499	$ 72,927	$ 10,914	$ 82,726	$ 9,799	13.44%
1400	Overtime	736	1,614	-	20	500	500	100.00%
2101	FICA	2,578	2,902	5,579	817	6,329	750	13.44%
2201	Pension	2,574	3,369	7,599	1,284	8,694	1,095	14.42%
2301	Health, Life & Disability	9,853	11,528	11,526	3,496	22,869	11,343	98.41%
2400	Workers' Compensation	1,956	2,076	1,914	2,100	4,352	2,437	127.33%
	Subtotal	$ 53,214	$ 57,988	$ 99,545	$ 18,631	$ 125,470	25,924	26.04%
Operating Contractual Services								
3100	Prof. Services	$ 169,000	$ 72,600	$ 19,800	$ -	$ -	(19,800)	-100.00%
3400	Other Cont. Services	10,931	10,733	-	3,599	306,000	306,000	100.00%
3900	Contingency	12,756	(12,756)	-	-	-	-	0.00%
	Subtotal	$ 192,687	$ 70,577	$ 19,800	$ 3,599	$ 306,000	286,200	1445.45%
Other Charges & Services								
4101	Communication Services	$ 3,314	$ 3,389	$ 3,500	$ 1,442	$ 3,500	-	0.00%
4301	Utilities	686	731	500	166	12,750	12,250	2450.00%
4510	Fleet Maintenance		4,590	15,000	46,995	15,000	-	0.00%
4530	Insurance	19,064	39,010	47,906	3,792	40,598	(7,308)	-15.25%
4600	R&M	2,946	13,220	7,500	450	7,500	-	0.00%
4902	Other Current Charges	83	83	-	83	-	-	0.00%
4980	WASA Collection	50,430	44,242	46,000	15,533	46,000	-	0.00%
	Subtotal	$ 76,523	$ 105,265	$ 120,406	$ 68,461	$ 125,348	4,942	4.10%
Commodities								
5200	Operating Supplies	$ 5,702	$ 529	$ 5,000	$ 106	$ 5,000	-	0.00%
5202	Gas & Oil		3,619	4,000	1,651	4,000	-	100.00%
	Subtotal	$ 5,702	$ 4,148	$ 9,000	$ 1,757	$ 9,000	-	0.00%
Other Operating Expenses								
5800	Training	$ 567	$ -	$ 2,500	$ -	$ 2,500	-	0.00%
5900	Depreciation	152,386	132,047	140,000	55,019	135,000	(5,000)	-3.57%
	Subtotal	$ 152,953	$ 132,047	$ 142,500	$ 55,019	$ 137,500	(5,000)	-3.51%
Capital Outlay								
6000	Assets Capitalized	$ -	$ -	$ 1,137,869	$ 481,176	$ -	(1,137,869)	0.00%
	Subtotal	$ -	$ -	$ 1,137,869	$ 481,176	$ -	(1,137,869)	0.00%
Transfers								
9101	Transfer to General Fund	$ 60,000	$ 60,000	$ 60,000	$ 30,000	$ 60,000	-	0.00%
	Subtotal	$ 60,000	$ 60,000	$ 60,000	$ 30,000	$ 60,000	-	0.00%
	Total Expenses	$ 541,079	$ 430,025	$ 1,589,120	$ 658,643	$ 763,318	Overall $ (825,803)	-51.97%

Personnel Summary

						Change
Maintenance Worker I	1.0	1.0	1.0	1.0	1.0	-
Heavy Equipment Operator	1.0	1.0	1.0	1.0	1.0	-
Department Total	2.00	2.00	2.00	2.00	2.0	-

City of Miami Springs

Stormwater Utility Fund - 440

Fiscal Year 2025/26

Revenue Projection Rationale

Object Code #	Category	Council Approval 2025/26	Comment
343	Stormwater Utility Fees	$ 430,000	Estimated utility fees based on current amounts received
389	Grants	300,000	Master plan funding
399	Carryover	33,318	Net position carryover
Total Stormwater Utility Fund Revenues		$ 763,318	

Budget Expense Justifications

1200	Employee Salaries	$ 82,726	(1) One full time employee
1400	Overtime	500	Estimated overtime costs
2101	FICA	6,329	Social Security & Medicare taxes
2201	Pension	8,694	Estimated pension contribution paid by the City for each full-time General employee
2301	Health, Life & Disability	22,869	Estimated annual employee costs for health, dental, life insurance benefits
2400	Workers' Compensation	4,352	Allocated cost of workers' compensation premiums paid
3400	Other Contractual Services	306,000	Regulation fees, permits, canal maintenance
4101	Communication Services	3,500	Internet and Fiberlink
4301	Utilities	12,750	Hook Square pump house

City of Miami Springs

Stormwater Utility Fund - 440

Fiscal Year 2025/26

4510	Fleet Maintenance	15,000	Repair and Maintenance
4530	Insurance	40,598	General liability, automotive, and property insurance
4600	R&M	7,500	Catch basin repairs, lids, boxes and pipes
4980	WASA Collection	46,000	Fees from MDC for Stormwater billing and collection
5200	Operating Supplies	5,000	Uniform & shoes for staff back supports, eye protection, ear protection, hard hats, hazmat paper suits, dust masks, gloves, caution tape, wasp spray, and other related items needed to perform duties
5202	Gas & Oil	4,000	Fuel and Oil including Hydraulic for equipment
5800	Training	2,500	Stormwater certifications and licenses for staff
5900	Depreciation	135,000	Depreciation expense on assets
9101	Transfer to General Fund	60,000	Administrative charge to General Fund
	Total Stormwater Fund Expenses	$ 763,318	

City of Miami Springs

Stormwater Utility Fund - 440

Fiscal Year 2025/26

Goals, Objectives and Accomplishments

1. Operate a utility which provides quality services to the citizenry of Miami Springs.
2. Provide storm water related services in a clean and timely manner.
3. Provide a clean and operating storm relief for Miami Springs.
4. Meet NPDES regulations and standards.
5. Provide oversight and manage storm drainage projects.

Performance Measures and Scorecard

	Performance Workload Indicators	Stormwater Objective(s)	Actual 2022/23	Actual 2023/24	Projected 2024/25	Estimate 2025/26
Workload Measures	Number of catch basins cleaned	1, 2, 3, 4, 5	33%	33%	33%	33%
	Linear feet of storm drains jetted	1, 2, 3, 4, 5	500	500	700	1,000
	Number of working days Vac-con on the road	1, 2, 3, 4, 5	120	120	120	120
	Number of drains cleaned per week	1, 2, 3, 4, 5	25	25	30	35

CAPITAL IMPROVEMENT PLAN

CITY OF MIAMI SPRINGS
FY 2025-26 BUDGET
CAPITAL EXPENDITURE SUMMARY-ALL FUNDS

Department	Total Budgeted	Description of expenditure	Total Cost
City Clerk	$ 18,000	Laserfiche software cloud server	$18,000
Information Technology	$ 28,965	Servers, backups, and other computer equipment	$28,965
Parks and recreation	$ 95,000	Pool heater	$95,000
	$ 18,000	Pool grates	$18,000
	$ 115,000	Painting at the Aquatic Center	$115,000
	$ 20,000	Turf/playgound at Peavy Dove	$20,000
	$ 65,000	Tennis screens and resurfacing	$65,000
	$ 1,000	Pool primary valve replacement	$1,000
	$ 4,000	Pool cameras	$4,000
	$ 5,000	Renovate office space at tennis facility	5,000
	$ 30,000	Court divider netting	30,000
Golf	$ 35,000	Sod	35,000
	$ 35,000	Hedges	35,000
	$ 80,000	Cart path	80,000
Police	$ 140,000	Police vehicles	$140,000
	$ 39,960	Tasers	$39,960
	$ 8,500	K-9	$8,500
Public Works	$ 130,000	Five (5) air conditioning units at P&R	$130,000
CIP Reserve	**$ 101,747**	Unanticipated projects in the City throughout the year	$101,747
Total	**$ 970,172**	**Total**	**$ 970,172**

These acquisitions will result in no impact on future operating costs of the City.
Any individual expenditures under $1,000 does not require a project sheet in the Capital Improvement Plan section.

CITY OF MIAMI SPRINGS
CAPITAL EXPENDITURE SUMMARY-ALL FUNDS

Below is a summary of all capital expenditures included in the budget for FY 2025-26

BY FUND		BY DEPARTMENT		BY CATEGORY	
General	$ 970,172	City Clerk	18,000	Vehicles	$ 140,000
		Code Compliance	-		
Road & Transportation	-	Information Technology	28,965	Technology	46,965
		Police	$ 188,460		
Senior services	-	LETF	-	Machinery & Equipment	48,460
		Public Services	130,000		
Building	-	Recreation	353,000	Improvements O/T	734,747
		Human resources	-	Buildings	
Sanitation	-	Elderly services	-		
		Golf Course	150,000		
Stormwater	-	Sanitation	-		
		Stormwater	-		
LETF	-	Capital Projects	-		
		Finance	-		
Capital Projects	-	Planning	-		
		Road & Transportation	-		
		Building dept.	-		
		Non-departmental	101,747		
Total	**$ 970,172**	**Total**	**$ 970,172**	**Total**	**$ 970,172**

These acquisitions will result in no impact on future operating costs of the City.
Any individual expenditures under $1,000 does not require a project sheet in the Capital Improvement Plan section.

5 YEAR CAPITAL IMPROVEMENT PLAN

CITY OF MIAMI SPRINGS
CAPITAL IMPROVEMENT PLAN (5 YEARS)

	SOURCE OF FUNDING	2026-27	2027-28	2028-29	2029-30	2030-31	Totals
POLICE							
Police Cars	Revenues	150,000	150,000	150,000	150,000	150,000	750,000
Police radars	Revenues	-		7,500	-	-	7,500
Computer and Radio Equipment	Revenues	150,000	50,000	50,000	50,000	50,000	350,000
Vehicle Emergency Equipment	Revenues	50,000	50,000	50,000	50,000	50,000	250,000
New PSA Vehicle	Revenues	-	35,000	-	-	-	35,000
New Police Building	Revenues	10,000,000	-	-	-	-	10,000,000
GOLF COURSE							
Clubhouse Improvements	Revenues	-	-	-	15,000,000	-	15,000,000
Golf Course Beautification-Landscaping	Revenues	150,000	-	-	-	-	150,000
Bridges - Golf Course	Revenues	-	-	500,000	-	-	500,000
Chemical wash down-DERM	Grant/Revenues	-	-	-	-	1,000,000	1,000,000
Sewer lines connections-DERM	Revenues	-	-	-	1,000,000	-	1,000,000
INFORMATION TECHNOLOGY							
Server - FS1	Revenues		7,500	-	-	-	7,500
Server Virtualization unit 1	Revenues	7,500	-	-	-	-	7,500
Server -NAS	Revenues	-		7,500	-	-	7,500
Server Virtualization unit 2	Revenues		7,500				7,500
Primary Firewall	Revenues	8,200					8,200
RECREATION							
Marcite Pool	Reserves	-	100,000	-	-	-	100,000
Re-paint Concession Stands at Stafford	Revenues	-	-	-	-	50,000	50,000
Perimeter Fence at Prince Field	Revenues	-	100,000	-	-	-	100,000
Replace Water Fountains at Parks	Revenues	-	-	15,000	-	-	15,000
Vita Course Lights at Stafford	Revenues	75,000	-	-	-	-	75,000
Dog Park Canopy	Revenues	-	30,000	-	-	-	30,000
Replace Playground At Stafford and Peavy Dove	Revenues	-	-	-	400,000	-	400,000
Laser Grade and Clay to Ballfields	Revenues	-	15,000	25,000	15,000	-	55,000
Re-sod Prince Field	Revenues	-	180,000	-	-	-	180,000
Resurface and Repaint Gym Floor w/ City Logo	Revenues	40,000	-	-	-	-	40,000
Replace Playground at Peavy Dove	Revenues	-	50,000	-	-	-	50,000
Tables/Trash Receptacles at Dog Park and Tennis	Revenues	30,000	-	-	-	-	30,000
New Dug-Outs at Peavy Dove	Revenues	100,000					100,000
New Picnic Tables and Trash Receptacles for All Facilities	Revenues	40,000					40,000
Batting Cage Renovation	Revenues	-	-	30,000	-	-	30,000
Roof at Community Center	Revenues	-	-	150,000	-	-	150,000
New Pickle Ball Courts	Grant	-	100,000	-	-	-	100,000
Repaint the Aquatic Center	Revenues	-	-	80,000	-	-	80,000
New Maintenance Trucks	Revenues	30,000	-	30,000	-	-	60,000
Sound panels gymnasium	Revenues	-	-	-	-	70,000	70,000
PUBLIC WORKS							
Re-roofing main Building at Public Works	Revenues	45,000	50,000	-	-	-	95,000
Storm Windows Country Club	Revenues	75,000	75,000	75,000	-	-	225,000
Re-roofing main building at tennis courts	Revenues	40,000	-	-	-	-	40,000
Replace Public Works Pick up trucks	Revenues	50,000	-	-	-	-	50,000
TOTAL GENERAL FUND		11,040,700	1,000,000	1,170,000	16,665,000	- 1,370,000	31,245,700
ELDERLY SERVICES							
New Bus	Grant/Revenues	-	-	-	-	160,000	160,000
TOTAL SENIOR CENTER		-	-	-	-	-	160,000
ROAD AND TRANSPORTATION							
Streetlight improvements	CITT/General	100,000	100,000	100,000	100,000	-	400,000
Street Tree maintenance	General	100,000	100,000	100,000	100,000	-	400,000
Street/sidewalk milling and resurfacing	CITT/General	400,000	400,000	400,000	400,000	400,000	2,000,000
Replace Pick Up Trucks	General	25,000	25,000	-	-	-	50,000
Street Furniture	General	25,000	25,000	25,000	25,000		100,000
TOTAL ROAD & TRANS.		650,000	650,000	625,000	625,000	400,000	2,950,000
SANITATION							
New Sanitation Vehicles Bulk Trash Dump Trucks	Revenues	85,000	85,000	85,000	85,000	85,000	425,000
New rear loader sanitation vehicle	Revenues	200,000	200,000	200,000	-	-	600,000
New Pick up truck Barrel pullers	Revenues	25,000	-	-	-	-	25,000
New Radios/Handheld	Revenues	25,000	-	-	-	-	25,000
STORMWATER							
O&M Stormwater system	Revenues	100,000	100,000	100,000	100,000	-	400,000
TOTAL ENTERPRISE FUNDS		435,000	385,000	385,000	185,000	85,000	1,475,000
TOTAL ALL FUNDS		12,125,700	2,035,000 -	2,180,000 -	17,475,000 -	1,855,000	35,830,700

CHANGES IN FUND BALANCES/NET ASSETS

CITY OF MIAMI SPRINGS

Projected Changes in Fund Balance - General Fund

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

	FY22-23 Actual	FY23-24 Actual	FY24-25 Budget	FY25-26 Budget	% of Total	% Change from 2024-25
Beginning Balance	$ 8,150,474	$ 8,261,004	$ 7,461,418	$ 7,461,418		
Revenues/Sources						
Taxes	$9,505,411	10,496,039	11,379,716	12,209,553	50%	7.3%
Franchise Fees	1,224,979	1,209,212	1,100,000	1,134,000	5%	3.1%
Utility Taxes	1,969,078	1,985,516	2,126,000	2,153,000	9%	1.3%
Licenses and Fees	134,036	136,867	110,500	112,500	0%	1.8%
Intergovernmental Revenues	2,564,911	2,545,919	2,125,130	2,145,000	9%	0.9%
Charges for Services	2,662,913	2,266,428	3,567,400	3,895,150	16%	9.2%
Fines and Forfeitures	1,283,163	1,334,276	1,229,500	1,293,085	5%	5.2%
Interest Income	192,461	336,324	225,574	225,000	1%	-0.3%
Miscellaneous	236,179	257,200	268,250	441,500	2%	64.6%
Interfund Transfers	435,869	129,628	910,000	810,000	3%	-11.0%
Proceeds from Debt/Grants	500,000	107,687	500,000	-	0%	-100.0%
Total revenues/sources	20,709,000	20,805,096	23,542,070	24,418,788	100%	3.7%
Expenditures/Uses						
General Government	$ 3,265,465	$ 2,601,447	$ 3,236,851	$ 3,779,704	15%	16.8%
Public Safety	8,413,333	9,098,456	9,612,530	9,623,935	39%	0.1%
Public Services	2,095,946	2,388,795	2,634,113	2,940,455	12%	11.6%
Recreation and Culture	4,644,559	5,188,847	5,740,001	6,572,987	27%	14.5%
Debt Service	-	16,000	-	-	0%	0.0%
Interfund Transfers Out	2,179,167	2,311,137	2,318,575	1,501,707	6%	-35.2%
Total Expenditures/uses	$ 20,598,470	$ 21,604,682	$ 23,542,070	$ 24,418,788	100%	3.7%
Excess (Deficit) of revenues over expenditures	$ 110,530	$ (799,586)	$ -	$ -	0%	0.0%
Ending Balances	$ 8,261,004	$ 7,461,418	$ 7,461,418	$ 7,461,418	0%	0.0%

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

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

	FY22-23 Actual	FY23-24 Actual	FY24-25 Budget	FY25-26 Budget	% of Total	% Change from 2024-25
Beginning Balance	$ 469,972	$ 220,160	$ 579,111	$ 567,216		
Revenues/Sources						
Intergovernmental Revenues	857,495	865,008	837,951	941,957	97%	12.4%
Interest Income	-	10,067	-	-	0%	0.0%
Miscellaneous	32,061	29,377	28,000	28,000	3%	0.0%
Total revenues/sources	889,556	904,452	865,951	969,957	100%	12.0%
Expenditures/Uses						
Public Services	1,073,420	496,935	877,846	969,957	100%	10.5%
Interfund transfers out	65,948	48,566	-	-	0%	0.0%
Total Expenditures/uses	$ 1,139,368	$ 545,501	$ 877,846	$ 969,957	100%	10.5%
Excess (Deficit) of revenues over expenditures	$ (249,812)	$ 358,951	$ (11,895)	$ -	0%	-100.0%
Ending Balances	$ 220,160	$ 579,111	$ 567,216	$ 567,216	0%	0.0%

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

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

	FY22-23 Actual	FY23-24 Actual	FY24-25 Budget	FY25-26 Budget	% of Total	% Change from 2024-25
Beginning Balance	$ 2,037	$ (3,108)	$ 103,549	$ 103,549		
Revenues/Sources						
Intergovernmental Revenues	737,495	994,893	640,619	1,170,051	76%	82.6%
Charges for services	20,435	18,689	19,060	36,400	2%	91.0%
Interfund Transfers	551,232	537,183	729,192	340,257	22%	-53.3%
Total revenues/sources	1,309,162	1,550,765	1,388,871	1,546,708	100%	11.4%
Expenditures/Uses						
Recreation and Social Services	1,314,307	1,444,108	1,388,871	1,546,708	100%	11.4%
Total Expenditures/uses	$ 1,314,307	$ 1,444,108	$ 1,388,871	$ 1,546,708	100%	11.4%
Excess (Deficit) of revenues over expenditures	$ (5,145)	$ 106,657	$ -	$ -	0%	0.0%
Ending Balances	$ (3,108)	$ 103,549	$ 103,549	$ 103,549	0%	0.0%

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

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

	FY22-23 Actual	FY23-24 Actual	FY24-25 Budget	FY25-26 Budget	% of Total	% Change from 2024-25
Beginning Balance	$ 1,506,632	$ 2,136,289	$ 2,189,041	$ 2,112,488		
Revenues/Sources						
Interest Income	48,318	87,932	25,000	25,000	2%	0.0%
Licenses and permits	1,799,982	1,105,076	1,100,000	1,122,000	98%	2.0%
Miscellanous	-	1,346	-	-	0%	0.0%
Total revenues/sources	1,848,300	1,194,354	1,125,000	1,147,000	100%	2.0%
Expenditures/Uses						
Interfund transfer-indirect costs	408,210	408,210	450,000	450,000	36%	0.0%
Public Safety	810,433	733,392	751,553	801,401	64%	6.6%
Total Expenditures/uses	$ 1,218,643	$ 1,141,602	$ 1,201,553	$ 1,251,401	100%	4.1%
Excess (Deficit) of revenues over expenditures	$ 629,657	$ 52,752	$ (76,553)	$ (104,401)	0%	36.4%
Ending Balances	$ 2,136,289	$ 2,189,041	$ 2,112,488	$ 2,008,087	0%	-4.9%

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

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

	FY22-23 Actual	FY23-24 Actual	FY24-25 Budget	FY25-26 Budget	% of Total	% Change from 2024-25
Beginning Balance	$ 291,544	$ 234,962	$ 165,864	$ (24,975)		
Revenues/Sources						
Intergovernmental Revenues	-	-	-	-	0%	0.0%
Fines and Forfeitures	54,388	12,026	-	-	0%	0.0%
Interest Income	4,920	6,567	1,500	1,500	100%	0.0%
Miscellanous	-	2,226	-	-	0%	0.0%
Total revenues/sources	59,308	20,819	1,500	1,500	100%	0.0%
Expenditures/Uses						
Public Safety	115,890	89,917	192,339	60,579	100%	-68.5%
Total Expenditures/uses	$ 115,890	$ 89,917	$ 192,339	$ 60,579	100%	-68.5%
Excess (Deficit) of revenues over expenditures	$ (56,582)	$ (69,098)	$ (190,839)	$ (59,079)	0%	-69.0%
Ending Balances	$ 234,962	$ 165,864	$ (24,975)	$ (84,054)	0%	236.6%

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

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

	FY22-23 Actual	FY23-24 Actual	FY24-25 Budget	FY25-26 Budget	% of Total	% Change from 2024-25
Beginning Balance	$ -	$ 307	$ -	$ -		
Revenues/Sources						
Investment Income	920	657	-	-	0%	0.0%
Interfund Transfers	1,693,883	1,802,155	1,589,383	1,549,196	100%	-2.5%
Total revenues/sources	1,694,803	1,802,812	1,589,383	1,549,196	100%	-2.5%
Expenditures/Uses						
Principal Payments	1,380,614	1,433,338	1,141,053	1,150,132	74%	0.8%
Interest Payments	313,882	369,781	448,330	399,064	26%	-11.0%
Total Expenditures/uses	$ 1,694,496	$ 1,803,119	$ 1,589,383	$ 1,549,196	100%	-2.5%
Excess (Deficit) of revenues over expenditures	$ 307	$ (307)	$ -	$ -	0%	0.0%
Ending Balances	$ 307	$ -	$ -	$ -	0%	0.0%

CITY OF MIAMI SPRINGS
Projected Changes in Net Position - Sanitation

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

	FY22-23 Actual	FY23-24 Actual	FY24-25 Budget	FY25-26 Budget	% of Total	% Change from 2024-25
Beginning Net Position	$ (520,765)	$ (767,935)	$ (982,220)	$ (928,229)		
Revenues/Sources						
Charges for Services	2,545,767	2,651,502	2,925,000	3,025,000	100%	3.4%
Miscellaneous	3,930	6,948	3,500	3,500	0%	0%
Total revenues/sources	2,549,697	2,658,450	2,928,500	3,028,500	100%	3.4%
Expenditures/Uses						
Operating Expenses	2,796,867	2,872,735	2,874,509	3,028,500	100%	5.4%
Total Expenditures/uses	$ 2,796,867	$ 2,872,735	$ 2,874,509	$ 3,028,500	100%	5.4%
Excess (Deficit) of revenues over expenditures	$ (247,170)	$ (214,285)	$ 53,991	$ -	0%	-100.0%
Ending Net Position	$ (767,935)	$ (982,220)	$ (928,229)	$ (928,229)	0%	0.0%

CITY OF MIAMI SPRINGS
Projected Changes in Net Position - Stormwater

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

	FY22-23 Actual	FY23-24 Actual	FY24-25 Budget	FY25-26 Budget	% of Total	% Change from 2024-25
Beginning Net Position	$ 2,241,726	$ 2,313,340	$ 4,229,553	$ 4,221,102		
Revenues/Sources						
Charges for Services	437,145	433,281	423,000	430,000	59%	1.7%
Miscellaneous	6,548	10,937	-	-	0%	0.0%
Grant revenues	169,000	1,321,619	-	300,000	41%	100.0%
Interfund Transfers	-	672,400	-	-	0%	0%
Total revenues/sources	612,693	2,438,237	423,000	730,000	100%	72.6%
Expenditures/Uses						
Operating Expenses	541,079	522,024	431,451	763,318	100%	76.9%
Total Expenditures/uses	$ 541,079	$ 522,024	$ 431,451	$ 763,318	100%	76.9%
Excess (Deficit) of revenues over expenditures	$ 71,614	$ 1,916,213	$ (8,451)	$ (33,318)	0%	294.2%
Ending Net Position	$ 2,313,340	$ 4,229,553	$ 4,221,102	$ 4,187,784	0%	-0.8%

SHORT-TERM AND LONG-TERM GOALS

Fiscal Year 2025-26 Budget Goals and Strategic Vision

I'm pleased to present the City of Miami Springs' budget goals and strategic objectives for Fiscal Year 2025–2026. These priorities reflect our continued commitment to preserving the charm of our community while advancing thoughtful, fiscally responsible growth.

City Overview Miami Springs, founded in 1926 by aviation pioneer Glenn H. Curtiss, remains a vibrant and close-knit community nestled near Miami International Airport. With its lush parks, historic downtown, and strong civic spirit, our city offers an exceptional quality of life to over 14,000 residents. As a certified Tree City USA and a designated Preserve America City, we take pride in our heritage and natural beauty.

Guiding Principles Our Council-Manager government is dedicated to ethical, transparent, and responsive service. We strive to:

- Respond promptly and courteously to resident concerns
- Stay informed on best practices for efficient service delivery
- Uphold our Tree City USA designation
- Prioritize public safety and community well-being
- Deliver exceptional customer service
- Maintain a high quality of life for all
- Ensure fiscal responsibility and operational efficiency

Short-Term Goals (FY 2025–2026)

- **Public Safety:** Expand community outreach, leverage technology for crime prevention, and enhance communication via social media
- **Government Efficiency:** Develop a five-year capital improvement plan and maintain healthy financial reserves
- **Transportation:** Improve public transit by introducing on-demand transit, and collaborate on traffic solutions with State and County officials
- **Parks & Recreation:** Ensure seasonal staffing, host over 40 community events, and maintain high facility standards
- **Environmental Sustainability:** Advance stormwater projects, update the Stormwater Master Plan, and preserve our urban canopy

Long-Term Goals (FY 2026–2031)

- **Economic Growth:** Monitor property assessments, encourage redevelopment, and budget conservatively
- **Labor Compliance:** Adjust wages to meet Florida's minimum wage requirements by 2026
- **Infrastructure Investment:** Use a "pay-as-you-go" model to fund capital projects while minimizing debt
- **Resilience Planning:** Apply findings from the Flood Vulnerability Assessment to future initiatives
- **Community Engagement:** Foster inclusive planning, expand digital access to City Hall, and strengthen civic participation

Conclusion Miami Springs remains committed to balancing tradition with innovation. Through strategic planning and community collaboration, we aim to preserve our unique character while preparing for a resilient and prosperous future.

PERSONNEL SUMMARY

CITY OF MIAMI SPRINGS

PERSONNEL SUMMARY COMPARISON BY DEPARTMENT

	FY 2024-25		FY 2025-26		Increase (decrease) from FY 2024-25	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
City Council	5.00	-	5.00	-	-	-
City Manager	2.00	-	2.00	-	-	-
City Clerk / Passports	2.75	-	3.75	1.00	1.00	1.00
Human Resource Department	2.00	-	2.00	-	-	-
Finance Department	5.00	1.00	5.00	1.00	-	-
Finance - Professional Services	2.00	-	1.00	-	(1.00)	-
IT Department	1.00	-	1.00	-	-	-
Planning Department	0.25	-	0.25	-	-	-
Police Department	61.00	6.00	60.00	7.00	(1.00)	1.00
Building Department	4.80	-	4.80	-	-	-
Code Compliance	3.20	-	3.20	-	-	-
Public Services - Administration	5.00	-	5.00	-	-	-
Public Services - Streets	2.00	-	2.00	-	-	-
Public Services - Properties	10.00	-	10.00	-	-	-
Public Services - Building Maintenance	2.00	-	2.00	-	-	-
Recreation	5.00	59.00	5.00	59.00	-	-
Aquatics	2.00	27.00	2.00	27.00	-	-
Park Maintenance	2.00	2.00	2.00	2.00	-	-
Golf Course - Pro Shop	4.00	18.00	4.00	18.00	-	-
Golf Course - Maintenance	4.00	-	4.00	-	-	-
Road and Transportation Fund	1.00	-	1.00	-	-	-
Senior Center	3.00	18.00	3.00	18.00	-	-
Sanitation Fund	11.00	-	11.00	-	-	-
Stormwater Fund	2.00	-	2.00	-	-	-
TOTAL PERSONNEL	142.00	131.00	141.00	133.00	(1.00)	2.00

DEMOGRAPHICS

CITY OF MIAMI SPRINGS, FLORIDA

ASSESSED VALUE AND ESTIMATED ACTUAL VALUE OF TAXABLE PROPERTY

LAST TEN FISCAL YEARS

(amounts expressed in thousands)

Fiscal Year	Real Property		Personal Property	Net Assessed Value	Total Direct Tax Rate	Estimated Actual Value	Net assessed Value as a Percentage of Estimated Actual Value (1)
	Residential Property	Commercial Property					
2015	$ 621,834	$ 248,863	$ 75,422	$ 946,119	7.6710	$ 1,395,092	67.82%
2016	653,405	264,315	68,523	986,244	7.5000	1,472,257	66.99%
2017	692,877	290,727	70,334	1,053,938	7.5000	1,623,957	64.90%
2018	743,121	292,140	85,506	1,120,767	7.3575	1,784,849	62.79%
2019	723,168	389,788	85,223	1,198,179	7.3500	1,876,472	63.85%
2020	818,800	348,482	89,180	1,256,462	7.3300	1,919,259	65.47%
2021	875,127	353,249	95,466	1,323,842	7.3300	1,954,847	67.72%
2022	901,485	339,775	96,210	1,337,470	7.2095	1,978,539	67.60%
2023	1,145,205	354,590	105,763	1,605,558	6.9100	2,002,193	80.19%
2024	1,293,924	353,955	98,280	1,746,159	6.9100	2,026,459	86.17%

Note: Property in the City is reassessed each year. State law requires the Property Appraiser to appraise property at 100% of market value. The Florida Constitution was amended, effective January 1, 1995, to limit annual increases in assessed value of property with homestead exemption to 3 percent per year or the amount of the Consumer Price index, whichever is less. The increase is not automatic since no assessed value shall exceed market value. Tax rates are per $1,000 of assessed value.

(1) Includes tax-exempt property.

Sources: Miami-Dade County
Department of Property Appraisal -DR-420

CITY OF MIAMI SPRINGS, FLORIDA

PROPERTY TAX RATES

DIRECT AND OVERLAPPING GOVERNMENTS (1)

LAST TEN FISCAL YEARS

	City of Miami Springs			OVERLAPPING RATES						
				County			Special Districts			Total
Fiscal Year	City Wide	Debt Service	Total Direct Rate	County-Wide	Debt Service	Fire	Library	School	State	Direct & Overlapping Rates
2015	7.6710	-	**7.6710**	4.6669	0.4500	2.4321	0.2840	7.9740	0.9187	**24.3967**
2016	7.5000	-	**7.5000**	4.6669	0.4500	2.4293	0.2840	7.6120	0.8871	**23.8293**
2017	7.5000	-	**7.5000**	4.6669	0.4000	2.4282	0.2840	7.3220	0.8627	**23.4638**
2018	7.3575	-	**7.3575**	4.6669	0.4000	2.4282	0.2840	6.9940	0.8093	**22.9399**
2019	7.3500	-	**7.3500**	4.6669	0.4644	2.4207	0.2840	6.7330	0.7671	**22.6861**
2020	7.3300	-	**7.3300**	4.6669	0.4780	2.4207	0.2840	7.1480	0.7795	**23.1071**
2021	7.3300	-	**7.3300**	4.6669	0.4780	2.4207	0.2840	7.1290	0.7502	**23.0588**
2022	7.2095	-	**7.2095**	4.6669	0.5075	2.4207	0.2840	7.0090	0.7892	**22.8868**
2023	6.9100	-	**6.9100**	4.5740	0.4355	2.3965	0.2812	6.6990	0.7589	**22.0551**
2024	6.9100	-	**6.9100**	4.5740	0.4271	2.3965	0.2812	6.6020	0.7589	**21.9497**

(1) Overlapping rates are those of local and county governments that apply to property owners within the City of Miami Springs.

Additional information:
Property tax rates are assessed per $1,000 of Taxable Assessed Valuation

Tax rate limits:

City	10.000 Mills
County	10.000 Mills
School	10.000 Mills
State	10.000 Mills

Source: Miami-Dade County
Department of Property Appraisal

CITY OF MIAMI SPRINGS, FLORIDA

PRINCIPAL PROPERTY TAXPAYERS

CURRENT YEAR AND NINE YEARS AGO

(amounts expressed in thousands)

2024				2015			
Taxpayer	Taxable Valuation	Rank	Percentage Total Taxable Valuation	Taxpayer	Taxable Valuation	Rank	Percentage Total Taxable Valuation
FLORIDA POWER & LIGHT COMPANY	$ 31,957	1	1.8%				
MIAMI AP HOTEL LLC	28,852	2	1.7%	MIAMI AP HOTEL LLC	$ 35,700	1	3.6%
FAIRHAVENS REAL ESTATE	18,612	3	1.1%				
SUCRE LLC	17,565	4	1.0%				
AIRBUS SERVICE COMPANY INC	17,501	5	1.0%				
DORAL BOULEVARD HOTEL LLC	16,551	6	1.0%				
O2R PROPERTIES	16,204	7	0.9%				
FLIGHT SAFETY INTERNATIONAL	16,102	8	0.9%				
M2 MIAMI AIRPORT	14,664	9	0.8%				
AA BAKER GROUP LTD	14,456	10	0.8%				
				DORIAN VAN BEYER CALLEN	12,375	2	1.3%
				4299 MIAMI SPRINGS LLC	11,100	3	1.1%
				RED ROOF INNS	10,670	4	1.1%
				PRIME AFC INVEST MGMT LLC	8,806	5	0.9%
				BRE LQ FL PROPERTIES	7,321	6	0.7%
				FIRST CHOICE HOTELS	6,423	7	0.7%
				PFEIFFER AND MARIN HOLDINGS	6,322	8	0.6%
				FAIRWAYS INC	6,300	9	0.6%
				FAIRWAYS DRIVE PROPERTIES	6,268	10	0.6%
	$ 192,464		11.1%		$ 111,285		11.3%

Sources: Miami-Dade County Tax Assessors' Office
2023 Tax Roll
Real/personal property adjusted taxable value- $1,738,432,694

CITY OF MIAMI SPRINGS, FLORIDA

PROPERTY TAX LEVIES AND COLLECTION

LAST TEN FISCAL YEARS

(amounts expressed in thousands)

Fiscal Year Ended September 30,	Total taxes Levied for Fiscal Year	Collected within the Fiscal Year of Levy		Collections in Subsequent Years	Percent of Levy
		Amount	Percent of Levy		
2015	$ 7,261	$ 7,151	98.5%	-	98.5%
2016	7,393	7,073	95.7%	-	95.7%
2017	7,881	7,502	95.2%	-	95.2%
2018	8,253	8,124	98.4%	-	98.4%
2019	8,819	8,597	97.5%	-	97.5%
2020	9,210	8,801	95.6%	-	95.6%
2021	9,904	9,801	99.0%	-	99.0%
2022	9,642	9,542	99.0%	-	99.0%
2023	9,567	9,505	99.4%	-	99.4%
2024	11,094	10,456	94.2%	-	94.2%

Source: City of Miami Springs, Finance department and the Miami Dade County Tax Collector's Office

Note: Total Adjusted Tax Levy is based on final assessed property values by Miami-Dade County Department of Property Appraisal office after the Property Appraisal Adjustment Board has completed hearings on the tax roll; and before discounts.

Discounts Allowed:

November	4%
December	3%
January	2%
February	1%
April	Taxes delinquent

CITY OF MIAMI SPRINGS, FLORIDA

DIRECT AND OVERLAPPING GOVERNMENTAL ACTIVITIES DEBT

FISCAL YEAR ENDED SEPTEMBER 30, 2024

(amounts expressed in thousands)

Jurisdiction	Net Debt Outstanding	Estimated Percentage Applicable (1)	Amount Applicable to Miami Springs
Miami-Dade County Schools (2) (4)	$ 2,932,206	0.37%	$ 10,849
Miami-Dade County (3) (4)	19,453,713	0.37%	71,979
Subtotal overlapping debt	22,385,919		82,828
City of Miami Springs direct debt	11,759	100.0%	11,759
Total direct and overlapping debt	$ 22,397,678		$ 94,587

Sources: (1) The percentage of overlapping debt applicable is estimated using taxable assessed propery values. Applicable percentages were estimated by determining the portion of the County's taxable assessed value that is within the City's boundaries and dividing it by the County's total taxable assessed value.

(2) Miami-Dade County Schools, General Finance Department

(3) Miami-Dade County, Finance Department (includes revenue bonds, loans and leases)

(4) 2024 data not available as of the date of this report

CITY OF MIAMI SPRINGS, FLORIDA

DEMOGRAPHIC AND ECONOMIC STATISTICS

LAST TEN FISCAL YEARS

Fiscal Year	Population (1)	Personal Income (Amounts Expressed in Thousands)	Per capita Personal Income (2)	Median Age (2)	School Enrollment (3)	Unemployment rate (4)
2015	14,027	$ 392,279	$ 27,966	42.0	3,875	6.2
2016	14,089	388,194	27,553	43.3	3,875	4.8
2017	14,214	432,120	30,401	45.5	3,995	4.6
2018	14,217	432,211	30,401	45.5	3,995	4.2
2019	14,192	431,451	30,401	45.5	3,995	3.2
2020	14,237	459,471	32,273	45.7	3,683	8.8
2021	14,255	489,374	34,330	45.3	3,834	3.8
2022	13,851	553,167	39,937	42.5	3,453	1.9
2023	13,859	574,414	41,447	44.8	3,429	1.6
2024	13,416	706,205	52,639	44.8	3,702	2.9

Source: (1) City of Miami Springs and State of Florida

(2) http://www.city-data.com/city/Miami-Springs-Florida.html

(3) Miami-Dade County Public Schools Registrar's Office

(4) U.S Bureau of Labor Statistics, South Florida

N/A- Information not available

CITY OF MIAMI SPRINGS, FLORIDA

PRINCIPAL EMPLOYERS

CURRENT YEAR AND NINE YEARS AGO

	2024 (1)			2015		
EMPLOYER	**EMPLOYEES**	**RANK**	**Percentage of Total County Employment**	**EMPLOYEES**	**RANK**	**Percentage of Total County Employment**
Miami-Dade County Public Schools	35,601	1	2.57%	33,477	1	3.01%
Miami-Dade County, Florida	28,677	2	2.07%	25,502	2	2.29%
University of Miami	21,276	3	1.54%	12,818	6	1.15%
Jackson Memorial Hospital	13,721	4	0.99%	9,797	8	0.88%
Publix Supermarket	13,606	5	0.98%	-	-	0.00%
American Airlines	10,961	6	0.79%	11,031	7	0.99%
Amazon	8,014	7	0.58%	-	-	0.00%
Walmart	7,005	8	0.51%	-	-	0.00%
Florida International University	6,613	9	0.48%	3,534	10	0.32%
United States Postal Service	5,828	10	0.42%	-	-	0.00%
City of Miami	-	-	0.00%	3,997	9	0.36%
Baptist Health Systems	-	-	0.00%	11,353	5	1.02%
Federal Government	-	-	0.00%	19,200	3	1.73%
State Government	-	-	0.00%	17,100	4	1.54%
	151,302		10.93%	147,809		13.29%

Source: The Beacon Council

(1) Information from Miami- Dade County ACFR is based on data from year 2023, the data for 2024 is not available as of the date of this report.

CITY OF MIAMI SPRINGS, FLORIDA

FULL-TIME EQUIVALENT CITY GOVERNMENT EMPLOYEES BY FUNCTION

LAST TEN FISCAL YEARS

Function	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
General government	16	16	16	16	16	16	16	17	17	17
Public safety										
Police										
Officers	43	43	43	43	44	45	45	46	47	48
Civilians	10	13	13	12	12	12	12	12	12	12
Building and Zoning	6	7	7	7	6	7	7	9	9	8
Public Works	13	18	20	21	21	23	23	22	21	21
Culture and recreation	11	16	18	19	20	19	19	21	22	22
Sanitation	13	13	13	12	12	11	11	11	11	11
Stormwater	3	2	2	2	2	2	2	2	2	2
	115	128	132	132	133	135	135	140	141	141

Source: City of Miami Springs Finance Department

CITY OF MIAMI SPRINGS, FLORIDA

OPERATING INDICATORS BY FUNCTION

LAST TEN FISCAL YEARS

Function/Program	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Public Safety										
Police:										
Number of calls answered	13,990	15,853	15,853	14,885	15,939	19,031	15,919	12,497	14,035	13,847
Number of arrests	327	292	292	374	405	568	364	674	546	659
Number of sworn personnel	43	43	43	43	44	45	46	43	47	48
Building and Zoning:										
Number of building permits issued	1,274	1,549	1,549	1,746	1,761	1,440	2,225	1,589	1,392	1,556
License/permit revenue generated	$ 552,041	$ 618,194	$ 618,194	$ 1,418,490	$ 1,288,049	$ 820,820	$ 1,172,954	$ 935,751	$ 1,799,982	$ 1,105,076
Occupational licenses issued	582	568	568	603	532	506	517	580	576	597
Culture and recreation										
Number of senior meals served	56,014	42,346	42,346	47,850	52,916	54,917	77,677	99,355	119,195	115,042
Recreation revenues collected	$ 343,094	$ 420,444	$ 420,444	$ 486,797	$ 486,797	$ 95,630	$ 307,461	$ 485,355	$ 518,034	$ 615,749
Sanitation										
Refuse collected (tons per month)	914	953	953	927	937	1,060	1,023	989	1,050	999

Sources: Various City departments
Note: Indicators are not available for the general government function.

CITY OF MIAMI SPRINGS, FLORIDA

CAPITAL ASSET STATISTICS BY FUNCTION/PROGRAM

LAST TEN FISCAL YEARS

Function/Program	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Public Safety										
Police:										
Police stations	1	1	1	1	1	1	1	1	1	1
Police vehicles	36	32	41	41	51	51	50	51	51	50
Public works										
Streets (Miles-paved)	55	55	55	55	55	55	55	55	55	55
Culture and recreation										
Sports/Recreation Parks	3	3	3	3	3	3	3	3	3	3
Recreation Center	1	1	1	1	1	1	1	1	1	1
Swimming pools	1	1	1	1	1	1	1	1	1	1
Tennis courts	5	5	5	5	5	5	5	5	5	5
Baseball/Football/Soccer fields	10	10	10	10	10	10	10	10	11	11
Golf courses	1	1	1	1	1	1	1	1	1	1
Sanitation										
Number of collection trucks	6	6	6	6	6	6	6	6	6	6
Elderly Services										
Senior centers	1	1	1	1	1	1	1	1	1	1
Transportation vehicles	1	1	1	1	1	1	2	2	2	1

Sources: Various City departments

Note: No capital asset indicators are available for the general government function.

FINANCIAL POLICIES

CITY OF MIAMI SPRINGS – FINANCIAL POLICIES

DEPARTMENT: Finance

POLICY NO: 100 **EFFECTIVE DATE: October 1, 2009**

TITLE: General Policies **REVISION DATE: June 9, 2025**

1. The annual operating budget of the City of Miami Springs, 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 that its citizens deserve a commitment from their local government to fiscal responsibility, and that 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 Budget (CIP) which shall schedule the funding and construction of projects for a five-year period. The Capital Improvement 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 tentative and final budgets shall be posted on the City's website, and shall be available for inspection and copying at the office of the City Clerk.

DEPARTMENT: Finance

POLICY NO: 110 **EFFECTIVE DATE: October 1, 2009**

TITLE: Revenue Policies **REVISION DATE: N/A**

1. **Balance Budget Requirement**:

The operating budget of the City of Miami Springs 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.

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

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

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

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 the full annual operating costs of an activity, shall be a policy determination of the City Council but must comply with State requirements.

DEPARTMENT: Finance

POLICY NO: 120 **EFFECTIVE DATE: October 1, 2009**

TITLE: Expenditure Policies **REVISION DATE: N/A**

1. 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. Exceptions to this may be made during period of emergencies (eg. hurricanes).

2. 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.

3. 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.

4. 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.

5. 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, etc.

7. Capital for major improvements and automation of services will be based on multiple-year planning and cost benefit analysis.

8. Each year, the risk manager shall prepare an estimate of amounts to be budgeted for workers' compensation and liability insurance costs.

DEPARTMENT: Finance

POLICY NO: 130 **EFFECTIVE DATE: October 1, 2009**

TITLE: Fund balance policy **REVISION DATE: September 9, 2024**

I. PURPOSE

To establish a fund balance / net assets policy tailored to the needs of the City to insure against unanticipated events that would adversely affect the financial condition of the City and jeopardize the continuation of necessary public services. This policy will ensure the City maintains adequate fund balance / net assets and reserves in the City's various operating funds to provide the capacity to: (1) provide sufficient cash flow for daily financial needs, (2) secure and maintain investment grade bond ratings, (3) offset significant economic downturns and revenue shortfalls, and (4) provide funds for unforeseen expenditures related to emergencies.

II. POLICY

The City will maintain reservations of Fund Balance / Net Assets in the General Fund and proprietary funds of the City. The City shall retain the minimum requirement for each fund listed below.

A. General Fund

There shall be a reservation (unassigned fund balance) equal to 18-25% of the current fiscal year operating expenditure and transfers out budgeted for the fund. For the purposes of the calculation, the current fiscal year budget shall be the budget as originally adopted by resolution on or before September 30th for the subsequent fiscal year. The reserve shall be in addition to all other fund balance classifications such as Non-spendable, Restricted, Committed, and Assigned. In any fiscal year where the City is unable to fund the reservation of fund balance as required in this section, the City shall not budget any amount of unappropriated fund balance for the purpose of balancing the budget.

B. Enterprise Funds

The City maintains a Sanitation Fund and a Storm Water Fund. The City shall maintain a balance of unrestricted net assets equal to 18-25% of the operating expenses and transfers out of the current fiscal year budget for that fund. For the purposes of this calculation, the current year shall be the budget as originally adopted by resolution on or before September 30th for the subsequent fiscal year. The unrestricted amount shall be in addition to all other required restrictions of Net Assets including but limited to amounts restricted for debt service and/or amounts restricted for renewal and replacement of long lived assets.

III. Utilization of Surplus Reserves

In the event that the unassigned or unrestricted net assets exceed the amounts set forth above, the excess may be utilized for any lawful purpose. Nevertheless, it is recommended that priority be given to utilizing the excess within the fund in which it was generated. The excess funds may also be used for one-time costs, including the establishment of, or increase in the assigned or unassigned fund balance, or restrictions of net assets.

IV. Replenishment of Reserve Deficits

If, at the end of any fiscal year, the actual amount of unassigned fund balance or unrestricted net assets falls below the required fund levels set forth herein, the City Manager shall prepare and submit a plan for expenditure or expense reductions and / or revenue increases to the City Council. As a part of the annual budget review, the City Council shall review and, if necessary, amend the plan submitted by the City Manager for restoring the amounts of unassigned fund balance or unrestricted net assets to the required levels. Any deficit in the required amount must be restored no later than the end of the third fiscal year following the occurrence.

V. Fund Balance Hierarchy

Non-spendable — Amounts that cannot be spent either because they are in non-spendable form or because they are legally or contractually required to be maintained intact.

Restricted — Amounts that can be spent only for specific purposes because of constitutional provisions or enabling legislation or because of constraints that are externally imposed by creditors, grantors, contributors, or the laws or regulations of other governments.

Committed — Amounts that can be used only for specific purposes determined by a formal action of the City Council. The City Council is the highest level of decision-making authority for the City. Commitments may be established, modified, or rescinded only through ordinances or resolutions approved by the City Council.

Assigned — amounts that do not meet the criteria to be classified as restricted or committed but that are intended to be used for specific purposes. Under the City's adopted policy, only the City Council may assign amounts for specific purposes.

Unassigned — all other spendable amounts.
When an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available, the City considers restricted funds to have been spent first. When an expenditure is incurred for which committed, assigned, or unassigned fund balances are available, the City considers amounts to have been spent first out of committed funds, then assigned funds, and finally unassigned funds, as needed, unless the City Council has provided otherwise in its commitment or assignment actions.

VI. Annual Review

Compliance with the provisions of this policy shall be reviewed as a part of the annual budget adoption process.

DEPARTMENT: Finance

POLICY NO: 140 EFFECTIVE DATE: October 1, 2009

TITLE: Capital Asset Management Policies REVISION DATE: N/A

POLICY:

Fixed Assets are defined as property, real or personal, that is non-consumable, with a value of $1,000.00 or more and life expectancy of THREE years or more. Typical fixed assets include land, buildings, furniture, machinery and equipment, land improvements and construction in progress (CIP). Assets may be donated, purchased or funded through grants. Donated assets are recorded at fair market value when received. All other asset acquisitions are recorded at purchase cost.

Expenditures are generally capitalized when they prolong the life of the asset compared to maintaining or repairing the asset. Broker's fees, freight charges, installation/preparation costs are included when capitalizing an asset. Service maintenance charges are not capitalized.

- **Capital Expenditure/Capital Outlay** – Budget vs. GAAP (Generally Accepted Accounting Principles). Only assets or infrastructure with a value over $1,000 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.

    - Depreciation 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.

o **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 of an asset will be used when determining depreciation expense. The useful lives are:

Class Description	Useful Life
Land	N/A
Construction in Progress	N/A
Computer Equipment	3-5
Licensed Vehicles	5-8
Furniture and Office Equipment	5-10
Machinery and Tools	5-15
Land Improvements other than Buildings	20
Buildings	50
Infrastructure	10-65

o **Five year capital plan**: The City prepares a 5 year capital plan which reports the capital asset budget needs for the City.

o **Fixed Asset Accounting.** The City will comply with the standards established by GASB 34 (Governmental Accounting Standards Board) and all subsequent pronouncements with forth by GASB or its successor organization.

o **Disposal of Surplus Property**

POLICY:

The City will establish and maintain timely, efficient and accountable procedures for the identification, collection, transfer, storage and disposal of property which is surplus to the needs of the City.

Surplus property will be handled and disposed of as follows:

A. Transferred to another department of the City or

B. Sold to interested parties and the general public through competitive process; or

C. Donated to not-for-profit entities; or

D. Scrapped.

DEPARTMENT: Finance

POLICY NO: 150 **EFFECTIVE DATE: October 1, 2009**

TITLE: Capital Expenditures & Debt Policies **REVISION DATE: N/A**

A. PURPOSE

The purpose of the City of Miami Springs Capital Expenditures & Debt Policies is to maximize the City's financial resources to the fullest extent practical by creating policies and procedures that minimize the City's debt service and issuance costs, retain the highest practical investment grade bond or equivalent credit rating, and maintain full and complete financial disclosure and reporting.

This policy does not apply to interfund transactions or borrowings.

B. AUTHORITY TO ISSUE BONDS

The City of Miami Springs Charter ARTICLE IX. FISCAL MATTERS Section 9.06 General Obligation Bonds, authorizes the issuance of general obligation bonds only after voter approval. Section 9.07 Revenue Bonds authorizes the issuance of revenue bonds without voter approval.

C. CRITERIA

The City will incur long term debt only for the purposes of acquiring or constructing capital improvements, and for making major renovations to existing capital improvements, for the good of the public. Exceptions to this rule will be considered on a case-by-case basis to determine if the contemplated debt is in the best interests of the City.

D. TYPES OF DEBT

I. Long-Term Debt

Long-term debt may be used for purposes of financing capital projects or a portion of capital projects. There may be other uses such as re-financing of outstanding long-term debt at more favorable interest rates. ***The use of long-term debt for operating purposes is prohibited under this policy.***

The City may use the following types of long-term (long-term is defined as having a term of more than one year) financing instruments:

a) General Obligation Bonds: Bonds which are secured by, or provide for their payment by, the pledge, in addition to those special taxes levied for their discharge and such other sources as may be provided for their

payment or pledged as security under the ordinance or resolution authorizing the issuance, of the full faith and credit and taxing power of the City and for payment of which recourse may be had against the General Fund of the City. The City may issue general obligation bonds when approved by vote of the electors.

b) Revenue Bonds: Obligations of the City payable from revenues derived from sources other than ad valorem taxes on real or tangible personal property and which do not pledge the property, credit, or general tax revenue of the City.

c) Master Lease Agreements: The City may enter into a lease agreement with a provider or bank to lease equipment. The terms of the lease should coincide with the life of the equipment to be leased and a tax-exempt rate shall be sought. The City will strive to obtain the lowest rate possible using competitive bidding or current market analysis.

d) Pooled Financing: If it is financially or strategically beneficial, the City may participate in debt pools with other entities, and low-interest loans from state agencies or other organizations on either a long-term or short-term basis.

II. Short Term Debt

Short-term debt (those due in less than one year) may be used in anticipation of a particular revenue (anticipation debt) such as taxes or grants, and such revenue may be pledged for repayment of the debt issuance. Short-term debt may also be issued to finance projects or portions of projects for which the City ultimately intends to issue long-term debt. Other circumstances that may indicate interim financing as a viable option include, but are not limited to, the following:

- ❖ Long-term interest rates are expected to decline in the near future
- ❖ Proceeds of short-term debt can be obtained more quickly than long-term obligations.

The City may use the following types of short-term (short-term is defined as having a term of less than one year) financing instruments:

a) Line of credit: The City may establish a tax-exempt line of credit with a financial institution or other provider.

b) Pooled Financing: If it is financially or strategically beneficial, the City may participate in debt pools with other entities, and low-interest loans from state agencies or other organizations.

c) Anticipation Debt: The City may use tax anticipation notes, bond anticipation notes, revenue anticipation notes or other such structured borrowings if it is in the best financial interest of the City.

d) Interfund Borrowing: Short-term cash lending from one fund to another.

III. Conduit Debt

Conduit Bonds: conduit financings are securities issued by a government agency to finance a project of a business, whose activities have a general public purpose. (such as Hospitals) The business receives all proceeds of the tax-exempt bond issue and is responsible for payment of the debt in its entirety.

The City may sponsor conduit financings for those activities that have a general public purpose, are in the best interests of the City, and adhere to Florida Statutes. All conduit financings must insulate the City completely from any credit risk or exposure and must be approved by the City Council.

E. LIMITATIONS ON INDEBTEDNESS

The City will maintain a conservative debt position. Pay-as-you-go and replacement programs will be utilized whenever feasible to avoid financing costs. Debt will be issued only if the benefits outweigh the costs of the debt.

F. INVESTMENT OF BOND PROCEEDS

Investment of bond proceeds will be consistent with those authorized by existing federal and state law and by the City's investment policy and applicable bond covenants. When financially in the best interests of the City, bond proceeds shall be invested and tracked separately from other investments.

G. DEBT STRUCTURE

Structure- A level debt service, level principal, or balloon structure may be used for any debt obligation. Bonds may be issued in serial or term form as indicated by the type of bond and/or market conditions. The particular structure of any bond issue shall be selected based on the economic and financial conditions existing within and without the City at the time of the sale, the urgency of the project, and the nature and type of security provided.

Duration- Long-term debt shall be issued for terms that provide the most efficient and economical repayment of principal and interest in light of the type of project financed, anticipated future flexibility, and statutory and other legal constraints. Call provisions shall be made as short as possible consistent with the lowest interest cost to the City and legal limitations. The City shall normally issue general obligations bonds with an average life of thirty (30) years or less and thirty (30) or less for

revenue bonds. ***In no instance will the maturities exceed the estimated useful or economic life of the related capital project(s).***

Capitalized Interest- The City may issue bonds structured to fund interest and/or principal payments during the construction/acquisition period of the related project if circumstances indicate this is the most advantageous method of funding such requirements.

Variable-Rate Securities- When appropriate the City may choose to issue securities that pay a rate of interest that varies according to a predetermined formula or results from a periodic remarketing of the securities.

Credit Enhancements- Letters of credit, bond insurance, etc. may be used to improve credit quality and thereby lower interest costs. Such credit enhancements may be used when the net debt service on a specific bond issue is reduced by more than the costs of the enhancements.

H. SALES PROCESS: LONG-TERM BONDS

1) Bonded debt may be issued by competitive sale, negotiated sale or private placement as current circumstances dictate.

2) In all publicly issued bonded debt transactions the City may use an underwriter/underwriting syndicate, bond counsel, disclosure counsel (unless provided by the underwriter), trustee (if applicable), financial advisor, paying agent or any other financial and/or legal consultants and advisors as reasonably necessary.

3) All consultants involved in the sale process shall be selected in accordance with the City's purchasing code requirements.

4) Competitive bidding shall be used in the sale of bonded debt unless the nature of the issue warrants a negotiated sale or private placement. Also, if determined by the City Manager and Finance Director that a negotiated sale or private placement would be beneficial to the City. Award of a competitive sale shall be made on a true interest cost basis as indicated in the individual circumstances and as agreed to by the financial advisor. In instances where the City, in a competitive bidding selection process, deems the bids received to be unsatisfactory, at the discretion and direction of the City Council, the City may enter into negotiations for the sale of the bonds.

5) A sale may be negotiated in the following non inclusive circumstances:

   - ❖ Complexity of the issue requires specialized expertise;
   - ❖ A negotiated sale would result in substantial savings in time or money;

- ❖ Market conditions or the City's credit position are unusually volatile or uncertain;
- ❖ Other non-routine situations requiring more flexibility than a competitive bid allows.

6) A private placement sale or limited public offering may be used to tailor a debt issue to the specific needs of a particular investor or sector or for issues with a complex structure or unusual circumstances. The financial advisor, if any, shall concur in writing with the decision to sell bonds in a private placement.

7) For all negotiated sales or private placements, underwriters will be required to demonstrate sufficient capitalization and experience related to the debt issuance.

8) All costs and fees related to the issuance of bonds will be paid from the related bond proceeds or from revenues budgeted for such costs.

I. REFUNDINGS

1) Periodic reviews of all outstanding debt will be undertaken to determine refunding opportunities. Current or advance refundings will be considered within federal tax law constraints and current bond covenant constraints and in the following circumstances:

- ❖ There is a net economic benefit as described below;
- ❖ Refunding is essential in order to modernize covenants essential to operations and management;
- ❖ Refunding discharges one or more revenue sources from the pledged revenues.

2) Advance refunding for economic savings will be undertaken when a net present value savings of at least 1% of the refunded par can be achieved.

3) Current refundings producing a net present value savings of less than 1% will be considered on a case-by-case basis by the City Manager and the Finance Director.

4) Refundings with negative savings will not be considered unless there is a compelling public policy objective.

J. CREDIT OBJECTIVES

The City's goal is to maintain or improve its bond ratings. To that end, prudent financial management policies will be established and adhered to in all areas. Full disclosure of operations will be made to the bond rating agencies. The City will strive to achieve an underlying rating in the double "A" range or equivalent from one of the major rating agencies.

K. DISCLOSURE AND COMPLIANCE REQUIREMENTS

The City is committed to full and complete financial disclosure, and to cooperating fully with rating agencies, institutional and individual investors, City departments, other levels of government and the general public to provide clear, comprehensive, and accurate financial information.

The Finance Department shall be responsible for providing disclosure to established national information repositories and for maintaining compliance with disclosure standards promulgated by state and national regulatory bodies.

On an annual basis, the Finance Director or designee will review all debt covenants and compliance requirements to ensure the City is in full compliance.

L. ARBITRAGE

It is the City's policy to minimize the cost of arbitrage rebate and yield restriction while strictly complying with federal and state law. Due to the complexity of arbitrage provisions, the advice of bond counsel or other qualified experts will be sought whenever questions regarding arbitrage rebate and/or yield restrictions arise.

Arbitrage calculations will be performed in accordance with required Internal Revenue Service reporting dates, which are (5) five years after the delivery date of each issue, and each fifth year thereafter until the bonds have been matured, redeemed early or retired.

The Finance Director will be responsible for identifying the amount of unspent debt proceeds including interest which is on hand and to the extent feasible, ensure the oldest proceeds on hand are spent first.

Arbitrage rebate costs shall be charged as negative interest revenue to the funds in which the related debt proceeds were originally deposited.

M. LEASING

1. Leasing shall be considered as an option for the acquisition of equipment or vehicles with an individual cost of $15,000 or more or a package of equipment or vehicles with a total cost of $50,000 or more. Leasing may also be considered as an option for any transactions of a lesser amount.

2. Leasing shall not be considered when funds are on hand for the acquisition unless the interest expense associated with the lease is less than the interest that can be earned by investing the funds on hand OR when other factors such a budget constraints or vendor responsiveness override the economic consideration.

3. All stated interest rates shall be tax-exempt rates and at least three competitive proposals shall be obtained for any major lease financing. The net present value of competitive bids shall be compared taking into account whether payments are in advance or in arrears and the frequency of payments. The purchase of equipment or vehicles shall be determined using the City's Purchasing Policy.

4. The term of any lease shall not extend beyond the estimated useful or economic life of the related equipment or vehicle.

5. Lease agreements shall permit the City to refinance the lease or prepay the lease at no more than reasonable cost and at the City's option.

6. Security for any lease shall be no more than a covenant to budget and appropriate annual lease payments.

7. The Finance Director shall review all leases prior to execution to determine the potential impact of the lease on the City's overall debt position for arbitrage purposes.

N. OTHER TYPES OF FINANCING

From time to time other types of financing may become available. Such alternatives shall be analyzed by the Finance Director for consideration.

O. POLICY ADMINISTRATION

This policy will be reviewed annually by the Finance Director.

DEPARTMENT: Finance

POLICY NO: 160 **EFFECTIVE DATE: October 1, 2009**

TITLE: Investment Policies **REVISION DATE: June 9, 2025**

Scope

This investment policy applies to all financial assets of the City of Miami Springs, 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 reduce 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 Finance Director 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 Finance Director, 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 Springs, 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 Springs.

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 the Finance Department safe..

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 upon the approval of 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. Comptroller responsible for overseeing investment record keeping (if one is appointed and only in the absence of the Finance Director).

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

r. 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 City Manager or 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. The City Council of the City of Miami Springs 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

9. The City Council of the City of Miami Springs adopted a policy to incorporate the State of Florida's "Government and Corporate Activism Act" (Chapter 2023-28, Laws of Florida), requiring that investments of certain local funds be based solely on "pecuniary factors", defined as a factor that is expected to have a material effect on the risk or return of an investment based on appropriate investment horizons consistent with applicable investment objectives and funding policy. The term does not include the consideration of the furtherance of any social, political, or ideological interests.

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, The Director shall prepare 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, 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 75%

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 the State Board of Administration.

DEPARTMENT: Finance

POLICY NO: 170 **EFFECTIVE DATE: October 1, 2009**

TITLE: Budgeting Policies **REVISION DATE: October 1, 2022**

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.

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 resolution after the Mayor and Council have conducted advertised public hearings. The Operating Budget is adopted at the Department level. During the year, it is the responsibility of the City Manager to administer the budget. The legal control, which the budget resolution establishes over spending, is set up under Generally Accepted Accounting Principles. Transfers between line items and/or changes in the total appropriations level for any given Department can only be enacted by the Mayor and Council through an amendment to the current appropriations resolution.

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 $20,000 without Council approval. Authorization to approve purchase orders under this amount has been delegated to the Assistant City Manager. Purchases between $500 and $5,000 do not require quotes. Purchases between $5,000 and $100,000 require three written quotes. Purchases in excess of $100,000 require a sealed bidding process. All purchases over $20,000 must be approved by the City Council. The City is also authorized to "piggyback" on any other governmental contract when it will be in the best interests of the City to do so.

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 resource 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 two Enterprise Funds, the Sanitation and Stormwater Funds. 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.

Budget Process

The following are the procedures established by the City Manager for the annual budget process for the City:

1. During August of each year, the City Manager, submits to the City Council a proposed operating budget for the fiscal year commencing the following October 1. The operating budget includes proposed expenditures and financing means.

2. Public hearings and workshops are conducted to obtain taxpayer comments.

3. Prior to October 1, the budget is legally enacted through passage of a Resolution

4. The budgetary level of control is at the department level.

5. Budget transfers between line items and between funds require the approval of the City Council except as outlined below. Departmental budget/actual comparison reports are maintained and available for public inspection in the Auditing Department.

6. Transfers between line items will be reported to Council on a monthly or quarterly basis for its approval, These are done “after the fact” since it would bring operations to a halt if the City had to wait for Council approvals to perform a line item transfer within a department.

7. Formal budgetary integration is employed as a management control device during the year for all funds.

8. All fund budgets are adopted on a basis consistent with generally accepted accounting principles (GAAP).

9. Florida Statutes provide that only expenditures in excess of those total fund budgets are unlawful.

10. Unused appropriations lapse at the end of each fiscal year; however, such unexpended funds shall be appropriated to the appropriate fund’s budgeted reserve for the subsequent fiscal year.

10. The City Manager has the authority to adjust the adopted budget to correct scrivener’s errors.

Budget Amendments

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

Internal Budget Adjustments

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 justification 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 form 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.

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 forward in 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 $20,000, and if the requesting party has the funds available, then the City Manager can approve the purchase. If the individual item or systems exceeds $20,000 , then the City Council needs to approve the purchase after following approved purchasing procedures. Individual items or systems over $100,000 require sealed bidding process.

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.

DEPARTMENT: Finance

POLICY NO: 180 **EFFECTIVE DATE: October 1, 2009**

TITLE: Budgeting Process **REVISION DATE: N/A**

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 begins in June of each year. Prior to June, 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 May, the preparation phase of the budget process involves staff preparing updates to the City's anticipated revenues. This involves developing accurate projections of traditional revenues and estimating any new revenues expected in the subsequent year.

Also during this phase, staff begins to develop expenditure profiles for each City department and operation.

The Review Phase

The review phase involves the City Manager and the various department heads reviewing the submittals from their respective departments. Changes and updates are 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 services levels with the necessary personnel and other resources was an on-going process that demands considerable investigation and focus on the multiple missions.

City Council holds budget workshops with staff during each August to review departmental goals and objectives for the coming year and to give guidance on their priorities. Final refinements continue until the preparation of the tentative budget is completed and submitted to the Mayor and City Council in September.

The Adoption Phase

At their second July regular City Council meeting, which is open to the public, 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. The Council also schedules additional workshops for August, if necessary, and two formal public hearings for residents to provide their input to the process. State law requires the two

formal public hearing be held in September and neither can conflict with the hearing dates established by the County School Board or the County Commission.

Subsequent to the July vote, the Notice of Proposed Property Taxes, otherwise known as TRIM (Truth in Millage) notices, are prepared and mailed 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. 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 is set for the final public hearing. An advertisement is then prepared and placed in a local newspaper. This ad contained 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 adopts the final budget and millage rate. Within the next three days of 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.

Amendments After Adoption

As provided in Florida Statute 166.241, once the budget is adopted, the City Council, at any time during the fiscal year, may amend the budget in the following manner:

1. Appropriations for expenditures are adopted at the Department level. Any changes in those levels subsequent to the budget adoption must be approved by action of the City Council by Resolution.

2. Changes in funding levels within departments may be made at any time by action of the City Manager.

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 via a budget amendment approved by Council.

DEPARTMENT: Finance

POLICY NO: 190 EFFECTIVE DATE: October 1, 2009

TITLE: Accounting, Auditing & Financial Reporting REVISION DATE: October 1, 2023

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. 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 resource 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.

3. An independent public accounting firm will perform an annual audit. The auditor's opinion will be included with the City's published Annual Comprehensive Financial Report (ACFR).

4. The City's ACFR 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.

5. 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.

6. The Finance Department will also prepare, in conjunction with the release of the ACFR, the “Popular Annual Financial Report” (PAFR) which is a condensed and easy to read version of the annual ACFR. 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.

7. Financial systems will be maintained to monitor revenues, expenditures, and program performance on an ongoing basis.

8. Budget reports shall be prepared and presented to the City Council on a quarterly basis.

9. The Finance Department will also prepare, in conjunction with the release of the ACFR, an annual “Financial Trends Report” which will be presented to the City Council on a timely basis.

10. The Finance Department will prepare and present regular reports that analyze, evaluate, and forecast the City’s financial performance and economic conditions.

APPENDIX

GLOSSARY OF FUNDS/KEY TERMS

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

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

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

ARPA-American Rescue Plan

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

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

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

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

CAPITAL EXPENDITURES: See “CAPITAL OUTLAY”

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

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

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

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

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

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

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

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

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

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

DROP: Deferred retirement option program

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

NET POSITION: The accumulated income earned less the cost incurred during operations and transfers out resulting in the net worth of the fund. Net assets, like fund balance, may be appropriated to support the operations of the fund.

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

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

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

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

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

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

PROPRIETARY FUND: See “Enterprise Fund”

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

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

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

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

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

TRIM: Truth in millage

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

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

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

TRIM COMPLIANCE

MIAMI SPRINGS

At the Heart of it All!

AGENDA MEMORANDUM

Meeting Date: **9/8/2025**

To: The Honorable Mayor and Members of the City Council

Via: JC Jimenez, City Manager

From: Kevin Morris, Golf and Country Club Director

Subject: Wesco/Hector Turf

RECOMMENDATION:

Recommendation by Golf that Council approve an increase to the City's current open purchase order # 250120 with Wesco/Hector Turf, in an amount for $9,000 on an as needed basis, for parts needed to repair our Toro Golf maintenance equipment and for Toro irrigation supplies as there is only one source (proof attached) for the required supplies as funds were budgeted in the FY24/25 Budget pursuant to Section §31.11 (E)(6)(c) of the City Code.

DISCUSSION: Due to our aging Toro Golf Course fleet maintenance equipment we are having to spend some additional funds to keep up with the wear and tear of our current fleet until our new Toro maintenance fleet arrives possibly later this year. We also purchase our Toro irrigation supplies for any necessary repairs needed for the irrigation system on an as needed basis. Wesco/Hector Turf is the sole distributor for the Southeast Florida region that carries the parts and supplies needed in order to maintain all of the Toro golf maintenance equipment including the Toro irrigation equipment at the golf course.

Submission Date and Time: 8/12/2025 9:48 AM

Submitted by:	Approved by (sign as applicable):	Funding:
Department: Golf	**Dept. Head:**	**Dept./ Desc.:** Golf Course Operations
Prepared by: Laurie Bland	**Procurement:**	**Account No.:** 001-5707-572-4600
Attachments: ☒ Yes ☐ No	**Asst. City Mgr.:**	**Additional Funding:** N/A
Budgeted/ Funded: ☒ Yes ☐ No	**City Manager:**	**Amount previously approved: $** 45,000.00 **Current request: $** 9,000.00 **Total vendor amount: $** 54,000.00

The Toro Company

8111 Lyndale Avenue South, Bloomington, Minnesota 55420-1196
▪ Phone 952-888-8801 ▪ www.thetorocompany.com ▪ Fax 952/887-8258

October 10, 2024

Miami Springs Golf Club
Attn: Ms. Laurie Bland
650 Curtiss Parkway
Miami Springs, Florida 33166

Dear Laurie,

This letter is to inform you that Hector Turf, at 1301 NW 3rd Street, Deerfield Beach, FL 33442 (954-429-3200) is the sole source for Toro commercial turf equipment and parts and Toro golf course irrigation products for your geographic area. The Toro commercial product line includes Greensmasters, Groundsmasters, Reelmasters, Utility Vehicles, Sprayers, Debris Equipment, Aeration Equipment, Sand Pros, Commercial Parts, and Irrigation Products.

Thank you for being a valued Toro customer and we look forward to assisting you in the near future.

If you have any questions regarding this, please contact me.

Sincerely,

Scott Papania

Scott Papania, CSE
District Sales Manager
The Toro Company
Commercial Products Division
Scott.papania@toro.com

RESOLUTION NO. 2025-_____

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF MIAMI SPRINGS, FLORIDA, APPROVING THE PURCHASE OF ADDITIONAL TORO GOLF COURSE MAINTENANCE EQUIPMENT AND IRRIGATION PARTS FROM TESCO SOUTH INCORPORATED D/B/A HECTOR TURF IN AN AMOUNT NOT TO EXCEED $9,000 FOR FISCAL YEAR 2024-25; PROVIDING FOR AUTHORIZATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Miami Springs (the "City") is in need of Toro golf course maintenance equipment and irrigation parts (the "Supplies") for the day-to-day operations of the Miami Springs Golf & Country Club; and

WHEREAS, the Supplies are only available from Tesco South Incorporated d/b/a Hector Turf (the "Vendor"); and

WHEREAS, the City has an open purchase order with the Vendor for the Supplies, but needs to purchase additional Supplies in an amount not to exceed $9,000, for a total amount not to exceed $54,000 for fiscal year 2024-25; and

WHEREAS, pursuant to Section 31-11(E)(6)(c) of the City's Code of Ordinances, the purchase of the Supplies is exempt from the City's competitive procurement process when the City's purchasing agent, in concurrence with the City Manager, has made a written determination that after conducting a good faith review of available sources, there is only one source for the required supplies, materials, or services; and

WHEREAS, the City Manager recommends that the purchase of the additional Supplies be deemed exempt from the competitive bidding procedures of the City Code pursuant to Section 31-11(E)(6)(c) of the City Code as a sole source purchase; and

WHEREAS, the City Council desires to approve the purchase of additional Supplies from the Vendor in an amount not to exceed $9,000, for a total amount not to exceed $54,000 for fiscal year 2024-25; and

WHEREAS, the City Council finds that this Resolution is in the best interest and welfare of the residents of the City.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF MIAMI SPRINGS, FLORIDA, AS FOLLOWS:

Section 1. Recitals. That the above recitals are confirmed, adopted, and incorporated herein and made a part hereof by reference.

Section 2. Approval. The City Council hereby approves the purchase of the additional Supplies from the Vendor for fiscal year 2024-25 in an amount not to exceed $9,000 pursuant to Section 31-11(E)(6)(c) of the City Code.

Section 3. Authorization. That the City Council hereby authorizes the City Manager to execute any purchase order or required documentation for the purchases described in this Resolution, subject to approval by the City Attorney as to form, content, and legal sufficiency, and to expend budgeted funds in an amount not to exceed $9,000, for a total amount not to exceed $54,000 for fiscal year 2024-25.

Section 4. Effective Date. This Resolution shall become effective immediately upon adoption.

The foregoing Resolution was offered by _____ who moved its adoption. The motion was seconded by _____ and upon being put to a vote, the vote was as follows:

Vice Mayor Jorge Santin	_____
Councilman Joseph Dion	_____
Councilman Orlando Lamas	_____
Councilman Fabian Perez-Crespo	_____
Mayor Dr. Walter Fajet	_____

PASSED AND ADOPTED this 8th day of September, 2025.

_____
DR. WALTER FAJET
MAYOR

ATTEST:

_____
ERIKA GONZALEZ, MMC
CITY CLERK

APPROVED AS TO FORM AND LEGAL SUFFICIENCY
FOR THE USE AND RELIANCE OF THE CITY OF MIAMI SPRINGS ONLY:

_____
WEISS SEROTA HELFMAN COLE & BIERMAN, P.L.
CITY ATTORNEY

STATEWIDE MUTUAL AID AGREEMENT - 2023

This Agreement is an acknowledgment of receipt by the Florida Division of Emergency Management ("the Division") and the local government ("Participating Party") signing this Agreement. Execution of this agreement replaces all previous iterations and is active until a new agreement is drafted and requested by The Division.

This Agreement is based on the existence of the following conditions:

A. The State of Florida is vulnerable to a wide range of emergencies and disasters that are likely to cause the disruption of essential services and the destruction of the infrastructure needed to deliver those services.

B. Such emergencies and disasters often exceed the emergency response and recovery capabilities of any one county or local government.

C. Such incidents may also give rise to unusual and unanticipated physical and technical needs which a local government cannot meet with existing resources, but that other local governments within the State of Florida may be able to provide.

D. The Emergency Management Act, chapter 252, *Florida Statutes*, provides each local government of the state the authority to develop and enter into mutual aid agreements within the state for reciprocal emergency aid in case of emergencies too extensive to be dealt with unassisted, and through such agreements ensure the timely reimbursement of costs incurred by the local governments which render such assistance.

E. Pursuant to chapter 252.32, *Florida Statutes*, the Division renders mutual aid among the political subdivisions of the state to carry out emergency management functions and responsibilities.

F. Pursuant to chapter 252, *Florida Statutes*, the Division has the authority to coordinate and direct emergency management assistance between local governments and concentrate available resources where needed.

Based on the existence of the foregoing conditions, the Parties agree to the following articles:

ARTICLE I: DEFINITIONS

As used in this Agreement, the following expressions shall have the following meanings:

A. The "Agreement" is this Agreement, which shall be referred to as the Statewide Mutual Aid Agreement ("SMAA").

B. The "Division" is the Florida Division of Emergency Management.

C. A "Requesting Party" to this Agreement is a Participating Party who requests assistance under this agreement.

D. An "Assisting Party" to this Agreement is a Participating Party who provides assistance to a Requesting Party under this agreement.

E. The "Period of Assistance" is the time during which an Assisting Party renders assistance to a Requesting Party under this agreement and includes the time necessary for the resources and personnel of the Assisting Party to travel to the place specified by the Requesting Party and the time necessary to return to their place of origin.

F. A "Mission" is a documented emergency response activity performed during a Period of Assistance, usually in reference to one operational function or activity.

G. A "local government" is any educational district, special district, or any entity that is a "local governmental entity" within the meaning of section 11.45(1)(g), *Florida Statutes.*

H. An "educational district" is any school district within the meaning of section 1001.30, *Florida Statutes*, and any Florida College System Institution or State University within the meaning of section 1000.21, *Florida Statutes*.

I. A "special district" is any local or regional governmental entity which is an independent special district within the meaning of section 189.012(3), *Florida Statutes*, established by local, special, or general act, or by rule, ordinance, resolution, or interlocal agreement.

J. A "tribal council" is the respective governing bodies of the Seminole Tribe of Florida and Miccosukee Tribe of Indians recognized as special improvement district by section 285.18(1), *Florida Statutes*.

K. An "interlocal agreement" is any agreement between local governments within the meaning of section 163.01(3)(a), *Florida Statutes*.

L. A "Resource Support Agreement" as used in this Agreement refers to a supplemental agreement of support between a Requesting Party and an Assisting Party.

M. "Proof of work" as used in this Agreement refers to original and authentic documentation of a single individual or group of individuals' emergency response activity at a tactical level.

N. "Proof of payment" as used in this Agreement refers to original and authentic documentation of an emergency response expenditure made by an Assisting Party.

O. A "Reimbursement Package" as used in this Agreement refers to a full account of mission response documentation supported by proof of work and proof of payment.

P. Any expressions not assigned definitions elsewhere in this Agreement shall have the definitions assigned them by the Emergency Management Act, Chapter 252, *Florida Statutes*.

ARTICLE II: APPLICABILITY OF THE AGREEMENT

Any Participating Party, including the Division, may request assistance under this Agreement for a "major disaster" or "catastrophic disaster" as defined in section 252.34, *Florida Statutes*, minor disasters, and other such emergencies as lawfully determined by a Participating Party.

ARTICLE III: INVOCATION OF THE AGREEMENT

In the event of an emergency or anticipated emergency, a Participating Party may request assistance under this Agreement from any other Participating Party or the Division if, in the judgement of the Requesting Party, its own resources are inadequate to meet the needs of the emergency or disaster.

A. Any request for assistance under this Agreement may be oral, but within five (5) calendar days must be confirmed in writing by the Requesting Party. All requests for assistance under this Agreement shall be transmitted by the Requesting Party to another Participating Party or the Division. If the Requesting Party transmits its request for Assistance directly to a Participating Party other than the Division, the Requesting Party and Assisting Party shall keep the Division advised of their activities.

B. The Division shall relay any requests for assistance under this Agreement to such other Participating Parties as it may deem appropriate and coordinate the activities of the Assisting Parties to ensure timely assistance to the Requesting Party. All such activities shall be carried out in accordance with the State's Comprehensive Emergency Management Plan.

ARTICLE IV: RESPONSIBILITIES OF REQUESTING PARTIES

To the extent practicable, all Requesting Parties shall provide the following information to their respective county emergency management agency, the Division, and the intended Assisting Party or Parties. In providing such information, Requesting Parties should utilize Section I of the

Resource Support Agreement (RSA) Form, available via the Division approved documents SharePoint site[1].

A. A description of the Mission to be performed by the Assisting Party;

B. A description of the resources and capabilities needed to complete the Mission successfully;

C. The location, date, and time personnel and resources from the Assisting Party should arrive at the incident site, staging area, facility, or other location designated by the Requesting Party;

D. A description of the health, safety, and working conditions expected for deploying personnel;

E. Lodging and meal availability;

F. Any logistical requirements;

G. A description of any location or facility outside the territorial jurisdiction of the Requesting Party needed to stage incoming resources and personnel;

H. The location date, and time for personnel of the Requesting Party to meet and receive the personnel and equipment of the Assisting Party; and

I. A technical description of any communications equipment needed to ensure effective information sharing between the Requesting Party, any Assisting Parties, and all relevant responding entities.

ARTICLE V: RESPONSIBILITIES OF ASSISTING PARTIES

Each Party shall render assistance under this Agreement to any Requesting Party to the extent practicable that its personnel, equipment, resources, and capabilities can render assistance. If upon receiving a request for assistance under this Agreement a Party determines that it has the capacity to render some or all of such assistance, it shall provide the following information without delay to the Requesting Party, the Division, and the Assisting Party's County emergency management agency. In providing such information, the Assisting Party should utilize the Section II of the Resource Support Agreement (RSA) Form, available via the Division approved documents SharePoint site.

[1] FDEM approved documents such as activity logs and mutual aid forms can be found at: https://portal.floridadisaster.org/projects/FROC/FROC_Documents/Forms/AllItems.aspx?View=%7B6F3CF7BD%2DC0A4%2D4BE2%2DB809%2DC8009D7D0686%7D

A. A description of the personnel, equipment, supplies, services and capabilities it has available, together with a description of the qualifications of any skilled personnel;

B. An estimate of the time such personnel, equipment, supplies, and services will continue to be available;

C. An estimate of the time it will take to deliver such personnel, equipment, supplies, and services to the location(s) specified by the Requesting Party;

D. A technical description of any communications and telecommunications equipment available for timely communications with the Requesting Party and other Assisting Parties;

E. The names and contact information of all personnel whom the Assisting Party has designated as team leaders or supervisors; and

F. An estimated cost for the provision of assistance.

ARTICLE VI: RENDITION OF ASSISTANCE

The Requesting Party shall afford the emergency response personnel of all Assisting Parties, while operating within the jurisdictional boundaries of the Requesting Party, the same powers, duties, rights, and privileges, except that of arrest unless specifically authorized by the Requesting Party, as are afforded the equivalent emergency response personnel of the Requesting Party. Emergency response personnel of the Assisting Party will remain under the command and control of the Assisting Party, but during the Period of Assistance, the resources and responding personnel of the Assisting Party will perform response activities under the operational and tactical control of the Requesting Party.

A. Unless otherwise agreed upon between the Requesting and Assisting Party, the Requesting Party shall be responsible for providing food, water, and shelter to the personnel of the Assisting Party. For Missions performed in areas where there are insufficient resources to support responding personnel and equipment throughout the Period of Assistance, the Assisting Party shall, to the fullest extent practicable, provide their emergency response personnel with the equipment, fuel, supplies, and technical resources necessary to make them self-sufficient throughout the Period of Assistance. When requesting assistance, the Requesting Party may specify that Assisting Parties send only self-sufficient personnel and resources but must specify the length of time self-sufficiency should be maintained.

B. Unless the Requesting Party has specified the contrary, it shall, to the fullest extent practicable, coordinate all communications between its personnel and the responding personnel of the Assisting Parties, and shall determine and share the frequencies and other technical specifications of all communications equipment to be used, as appropriate, with the deployed personnel of the Assisting Parties.

C. Personnel of the Assisting Party who render assistance under this Agreement shall receive the usual wages, salaries, and other compensation as are normally afforded to personnel for emergency response activities within their home jurisdiction, and shall have all the immunities, rights, interests, and privileges applicable to their normal employment. If personnel of the Assisting Party hold local licenses or certifications limited to the jurisdiction of issue, then the Requesting Party shall recognize and honor those licenses or certifications for the duration of the Period of Assistance.

ARTICLE VII: REIMBURSEMENT

After the Period of Assistance has ended, the Assisting Party shall have 45 days to develop a full reimbursement package for services rendered and resources supplied during the Period of Assistance. All expenses claimed to the Requesting Party must have been incurred in direct response to the emergency as requested by the Requesting Party and must be supported by proof of work and proof of payment.

To guide the proper documentation and accountability of expenses, the Assisting Party should utilize the Claim Summary Form, available via the Division approved documents SharePoint site as a guide and summary of expense to collect information to then be formally submitted for review by the Requesting Party.

To receive reimbursement for assistance provided under this agreement, the Assisting Party shall provide, at a minimum, the following supporting documentation to the Requesting Party unless otherwise agreed upon between the Requesting and Assisting Parties:

A. A complete and authentic description of expenses incurred by the Assisting Party during the Period of Assistance;

B. Copy of a current and valid Internal Revenue Service W-9 Form;

C. Copies of all relevant payment and travel policies in effect during the Period of Assistance;

D. Daily personnel activity logs demonstrating emergency response activities performed for all time claimed (for FDEM reimbursement Division approved activity logs will be required for personnel activity claims);

E. Official payroll and travel reimbursement records for all claimed personnel expenses;

F. Neat and comprehensive fringe benefit calculations for each position class or category of claimed personnel;

G. Written justification for all additional expenses/purchases incurred during the Period of Assistance;

H. Proof of payment for additional/miscellaneous expenses incurred during the Period of Assistance

I. Equipment activity logs demonstrating equipment use and operation in support of emergency response activities for all time claimed (for FDEM reimbursement Division approved forms will be required for equipment activity claims);

J. Proof of reimbursement to all employees who incurred emergency response expenses with personal money;

K. Justification for equipment repair expenses; and

L. Copies of any applicable supporting agreements or contracts with justification.

If a dispute or disagreement regarding the eligibility of any expense arises, the Requesting Party, Assisting Party, or the Division may elect binding arbitration. If binding arbitration is elected, the Parties must select as an arbitrator any elected official of another Participating Party, or any other official of another Participating Party whose normal duties include emergency management, and the other Participating Party shall also select such an official as an arbitrator, and the arbitrators thus chosen shall select another such official as a third arbitrator.

The three (3) arbitrators shall convene by teleconference or videoconference within thirty (30) calendar days to consider any documents and any statements or arguments by the Division, the Requesting Party, or the Assisting Party concerning the protest, and shall render a decision in writing not later than ten (10) business days after the close of the hearing. The decision of a majority of the arbitrators shall bind the parties and shall be final.

If the Participating Parties do not elect binding arbitration, this agreement and any disputes arising thereunder shall be governed by the laws of the State of Florida and venue shall be in Leon County, Florida. Nothing in this Agreement shall be construed to create an employer-employee relationship or a partnership or joint venture between the participating parties. Furthermore, nothing contained herein shall constitute a waiver by either Party of its sovereign immunity or the provisions of section 768.28, Florida Statutes. Nothing herein shall be construed as consent by either Party to be sued by third parties.

ARTICLE VIII: COST ELIGIBLE FOR REIMBURSEMENT

The costs incurred by the Assisting Party under this Agreement shall be reimbursed as needed to make the Assisting Party whole to the fullest extent practicable.

A. Employees of the Assisting Party who render assistance under this Agreement shall be entitled to receive from the Assisting Party all their usual wages, salaries, and any and all other compensation for mobilization, hours worked, and demobilization. Such compensation shall include any and all contributions for insurance and retirement, and such employees shall continue to accumulate seniority at the usual rate. As between the employees and the Assisting Party, the employees shall have all the duties, responsibilities, immunities, rights, interests, and privileges incident to their usual employment. The Requesting Party shall reimburse the Assisting Party for these costs of employment.

B. The costs of equipment supplied by the Assisting Party shall be reimbursed at the rental rate established in FEMA' s Schedule of Equipment, or at any other rental rate agreed to by the Requesting Party. In order to be eligible for reimbursement, equipment must be in actual operation performing eligible work. The labor costs of the operator are not included in the rates and should be approved separately from equipment costs. The Assisting Party shall pay for fuels, other consumable supplies, and repairs to its equipment as needed to keep the equipment in a state of operational readiness. Rent for the equipment shall be deemed to include the cost of fuel and other consumable supplies, maintenance, service, repairs, and ordinary wear and tear. With the consent of the Assisting Party, the Requesting Party may provide fuels, consumable supplies, maintenance, and repair services for such equipment at the site. In that event, the Requesting Party may deduct the actual costs of such fuels, consumable supplies, maintenance, and services from the total costs otherwise payable to the Assisting Party. If the equipment is damaged while in use under this Agreement and the Assisting Party receives payment for such damage under any contract of insurance, the Requesting Party may deduct such payment from any item or items billed by the Assisting Party for any of the costs for such damage that may otherwise be payable.

C. The Requesting Party shall pay the total costs for the use and consumption of any and all consumable supplies delivered by the Assisting Party for the Requesting Party under this Agreement. In the case of perishable supplies, consumption shall be deemed to include normal deterioration, spoilage, and damage notwithstanding the exercise of reasonable care in its storage and use. Supplies remaining unused shall be returned to the Assisting Party in usable condition upon the close of the Period of Assistance, and the Requesting Party may deduct the cost of such returned supplies from the total costs billed by the Assisting Party for such supplies. If the Assisting Party agrees, the Requesting Party may also replace any and all used consumable supplies with like

supplies in usable condition and of like grade, quality and quantity within the time allowed for reimbursement under this Agreement.

D. The Assisting Party shall keep records to document all assistance rendered under this Agreement. Such records shall present information sufficient to meet the audit requirements specified in the regulations of FEMA and any applicable circulars issued by the State of Florida. Upon reasonable notice, the Assisting Party shall make its records available the Requesting Party for inspection or duplication between 8:00 a.m. and 5:00 p.m. on all weekdays, except for official holidays.

ARTICLE IX: INSURANCE

Each Participating Party shall determine for itself what insurance to procure, if any. With the exceptions in this Article, nothing in this Agreement shall be construed to require any Participating Party to procure insurance.

A. Each Participating Party shall procure employers' insurance meeting the requirements of the Workers' Compensation Act, as amended, affording coverage for any of its employees who may be injured while performing any activities under the authority of this Agreement, and shall be provided to each Participating Party.

B. Participating Parties may elects additional insurance affording liability coverage for any activities that may be performed under the authority of this Agreement .

C. Subject to the limits of such liability insurance as any Participating Party may elect to procure, nothing in this Agreement shall be construed to waive, in whole or in part, any immunity any Participating Party may have in any judicial or quasi-judicial proceeding.

D. Each Participating Party which renders assistance under this Agreement shall be deemed to stand in the relation of an independent contractor to all other Participating Parties and shall not be deemed to be the agent of any other Participating Party.

E. Nothing in this Agreement shall be construed to relieve any Participating Party of liability for its own conduct and that of its employees.

F. Nothing in this Agreement shall be construed to obligate any Participating Party to indemnify any other Participating Party from liability to third parties.

ARTICLE X: GENERAL REQUIREMENTS

Notwithstanding anything to the contrary elsewhere in this Agreement, all Participating Parties shall be subject to the following requirements in the performance of this Agreement:

A. All Participating Parties shall allow public access to all documents, papers, letters, or other materials subject to the requirements of the Public Records Act, as amended, and made or received by any Participating Party in conjunction with this Agreement.

B. No Participating Party may hire employees in violation of the employment restrictions in the Immigration and Nationality Act, as amended.

C. No costs reimbursed under this Agreement may be used directly or indirectly to influence legislation or any other official action by the Legislature of the State of Florida or any of its agencies.

D. Any communication to the Division under this Agreement shall be sent via either email, the Division of Emergency Managements Enterprise System (DEMES), or mail to the Response Bureau, Florida Division of Emergency Management, 2555 Shumard Oak Boulevard, Tallahassee, Florida 32399-2100.

E. Any communication to a Participating Party shall be sent to the official or officials specified by that Participating Party. For the purpose of this section, any such communication may be sent by the U.S. Mail, e-mail, or other electronic platforms.

ARTICLE XI: EFFECTS OF AGREEMENT

Upon its execution by a Participating Party, this Agreement shall have the following effect with respect to that Participating Party:

A. The execution of this Agreement by any Participating Party which is a signatory to the Statewide Mutual Aid Agreement of 1994 shall terminate the rights, interests, duties, responsibilities, and obligations of that Participating Party under the Statewide Mutual Aid Agreement of 1994, but such termination shall not affect the liability of the Participating Party for the reimbursement of any costs due under the Statewide Mutual Aid Agreement of 1994, regardless of whether such costs are billed or unbilled.

B. The execution of this Agreement by any Participating Party which is a signatory to the Public Works Mutual Aid Agreement shall terminate the rights, interests, duties, responsibilities and obligations of that Participating Party under the Public Works Mutual Aid Agreement, but such termination shall not affect the liability of the Participating Party for the reimbursement of any costs due under the Public Works Mutual Aid Agreement,

regardless of whether such costs are billed or unbilled.

C. Upon the activation of this Agreement by the Requesting Party, this Agreement shall supersede any other existing agreement between it and any Assisting Party to the extent that the former may be inconsistent with the latter.

D. Upon its execution by any Participating Party, this Agreement will continue in effect for one (1) year from its date of execution by that Participating Party, and it shall automatically renew each year after its execution, unless within sixty (60) calendar days before the renewal date the Participating Party notifies the Division, in writing, of its intent to withdraw from the Agreement.

E. The Division shall transmit any amendment to this Agreement by sending the amendment to all Participating Parties not later than five (5) business days after its execution by the Division. Such amendment shall take effect not later than sixty (60) calendar days after the date of its execution by the Division and shall then be binding on all Participating Parties. Notwithstanding the preceding sentence, any Participating Party who objects to the amendment may withdraw from the Agreement by notifying the Division in writing of its intent to do so within that time in accordance with section F of this Article.

F. A Participating Party may rescind this Agreement at will after providing the other Participating Party a written SMAA withdrawal notice. Such notice shall be provided at least 30 days prior to the date of withdrawal. This 30-day withdrawal notice must be: written, signed by an appropriate authority, duly authorized on the official letterhead of the Participating Party, and must be sent via email, the Division of Emergency Managements Enterprise System (DEMES), or certified mail.

ARTICLE XII: INTERPRETATION AND APPLICATION OF AGREEMENT

The interpretation and application of this Agreement shall be governed by the following conditions:

A. The obligations and conditions resting upon the Participating Parties under this Agreement are not independent, but dependent.

B. Time shall be of the essence of this Agreement, and of the performance of all conditions, obligations, duties, responsibilities, and promises under it.

C. This Agreement states all the conditions, obligations, duties, responsibilities, and promises of the Participating Parties with respect to the subject of this Agreement, and there are no conditions, obligations, duties, responsibilities, or promises other than those expressed in this Agreement.

D. If any sentence, clause, phrase, or other portion of this Agreement is ruled unenforceable or invalid, every other sentence, clause, phrase, or other portion of the Agreement shall remain in full force and effect, it being the intent of the Division and the other Participating Parties that every portion of the Agreement shall be severable from every other portion to the fullest extent practicable. The Division reserves the right, at its sole and absolute discretion, to change, modify, add, or remove portions of any sentence, clause, phrase, or other portion of this Agreement that conflicts with state law, regulation, or policy. If the change is minor, the Division will notify the Participating Party of the change and such changes will become effective immediately; therefore, please check these terms periodically for changes. If the change is substantive, the Participating Parties may be required to execute the Agreement with the adopted changes. Any continued or subsequent use of this Agreement following the posting of minor changes to this Agreement shall signify implied acceptance of such changes.

E. The waiver of any obligation or condition in this Agreement by a Participating Party shall not be construed as a waiver of any other obligation or condition in this Agreement.

NOTE: This iteration of the State of Florida Statewide Mutual Aid Agreement will replace all previous versions.

The Division shall provide reimbursement to Assisting Parties in accordance with the terms and conditions set forth in this Article for missions performed at the direct request of the Division. Division reimbursement eligible expenses must be in direct response to the emergency as requested by the State of Florida. All required cost estimations and claims must be executed through the DEMES Mutual Aid Portal and assisting agencies must use all required FDEM forms for documentation and cost verification. If a Requesting Party has not forwarded a request through the Division, or if an Assisting Party has rendered assistance without being requested to do so by the Division, the Division shall not be liable for the costs of any such assistance.

FDEM reserves the right to deny individual reimbursement requests if deemed to not be in direct response to the incident for which asset was requested.

IN WITNESS WHEREOF, the Parties have duly executed this Agreement on the date specified below:

FOR ADOPTION BY A COUNTY

STATE OF FLORIDA
DIVISION OF EMERGENCY MANAGEMENT

By: _____ Date: _____

Kevin Guthrie, Executive Director or
Ian Guidicelli, Authorized Designee

ATTEST:
CLERK OF THE CIRCUIT COURT

By: _____

Clerk or Deputy Clerk

BOARD OF COUNTY COMMISSIONERS
OF _____ COUNTY,
STATE OF FLORIDA

By: _____

Chair

Date: _____

Approved as to Form:

By: _____

County Attorney

FOR ADOPTION BY A CITY

STATE OF FLORIDA
DIVISION OF EMERGENCY MANAGEMENT

By: _____ Date: _____

Kevin Guthrie, Executive Director or
Ian Guidicelli, Authorized Designee

ATTEST:
CITY CLERK

By: _____

Title: _____

CITY OF _____
STATE OF FLORIDA

By: _____

Title: City Manager

Date: July 3, 2025

Approved as to Form:

By: _____

City Attorney

FOR ADOPTION BY A COUNTY SHERIFF'S OFFICE

STATE OF FLORIDA
DIVISION OF EMERGENCY MANAGEMENT

By: _____ Date: _____

Kevin Guthrie, Executive Director or
Ian Guidicelli, Authorized Designee

_____

_____
COUNTY SHERIFF'S OFFICE, STATE OF FLORIDA

By: _____ By: _____

Title: _____ Title: _____

Date: _____

Approved as to Form:

By: _____

Attorney for Entity

FOR ADOPTION BY A COUNTY OR CITY FIRE DEPARTMENT/DISTRICT OFFICE

STATE OF FLORIDA
DIVISION OF EMERGENCY MANAGEMENT

By: _____ Date: _____

Kevin Guthrie, Executive Director or
Ian Guidicelli, Authorized Designee

_____

_____
COUNTY OR CITY FIRE DEPARTMENT/DISTRICT, STATE OF FLORIDA

By: _____ By: _____

Title: _____ Title: _____

Date: _____

Approved as to Form:

By: _____

Attorney for Entity

FOR ADOPTION BY AN EDUCATIONAL DISTRICT

STATE OF FLORIDA
DIVISION OF EMERGENCY MANAGEMENT

By: _____ Date: _____

Kevin Guthrie, Executive Director or
Ian Guidicelli, Authorized Designee

_____

_____ SCHOOL DISTRICT, STATE OF FLORIDA

By: _____ By: _____

Title: _____ Title: _____

Date: _____

Approved as to Form:

By: _____

Attorney for District

FOR ADOPTION BY STATE COLLEGE, COMMUNITY COLLEGE OR STATE UNIVERSITY

STATE OF FLORIDA
DIVISION OF EMERGENCY MANAGEMENT

By: _____ Date: _____

Kevin Guthrie, Executive Director or
Ian Guidicelli, Authorized Designee

ATTEST:

BOARD OF TRUSTEES
OF_____
STATE COLLEGE, COMMUNITY
COLLEGE, or STATE OF FLORIDA

BOARD OF TRUSTEES
OF_____
UNIVERISTY,
STATE OF FLORIDA

By: _____

Clerk

By: _____

Chairman

Date: _____

Approved as to Form:

By: _____

Attorney for Board

FOR ADOPTION BY A SPECIAL DISTRICT

STATE OF FLORIDA
DIVISION OF EMERGENCY MANAGEMENT

By: _____ Date: _____

Kevin Guthrie, Executive Director or
Ian Guidicelli, Authorized Designee

_____

_____ SPECIAL DISTRICT, STATE OF FLORIDA

By: _____ By: _____

Title: _____ Title: _____

Date: _____

Approved as to Form:

By: _____

Attorney for District

FOR ADOPTION BY AN AUTHORITY

STATE OF FLORIDA
DIVISION OF EMERGENCY MANAGEMENT

By: _____ Date: _____

Kevin Guthrie, Executive Director or
Ian Guidicelli, Authorized Designee

ATTEST:

BOARD OF TRUSTEES
OF _____
AUTHORITY,
STATE OF FLORIDA

By: _____

Clerk

By: _____

Chairman

Date: _____

Approved as to Form:

By: _____

Attorney for Board

FOR ADOPTION BY A NATIVE AMERICAN TRIBE

STATE OF FLORIDA
DIVISION OF EMERGENCY MANAGEMENT

By: _____ Date: _____

Kevin Guthrie, Executive Director or
Ian Guidicelli, Authorized Designee

ATTEST:

By: _____

Council Clerk

TRIBAL COUNCIL OF THE
_____ TRIBE OF FLORIDA

By: _____

Chairman

Date: _____

Approved as to Form:

By: _____

Attorney for Council

FOR ADOPTION BY A COMMUNITY DEVELOPMENT DISTRICT

STATE OF FLORIDA
DIVISION OF EMERGENCY MANAGEMENT

By: _____ Date: _____

Kevin Guthrie, Executive Director or
Ian Guidicelli, Authorized Designee

_____

_____
COMMUNITY DEVELOPMENT DISTRICT, STATE OF FLORIDA

By: _____ By: _____

Title: _____ Title: _____

Date: _____

Approved as to Form:

By: _____

Attorney for District

SAMPLE AUTHORIZING RESOLUTION FOR ADOPTION OF STATEWIDE MUTUAL AID AGREEMENT

RESOLUTION NO. _____

WHEREAS, the State of Florida Emergency Management Act, Chapter 252, authorizes the State and its political subdivisions to provide emergency aid and assistance in the event of a disaster or emergency; and

WHEREAS the statutes also authorize the State to coordinate the provision of any equipment, services, or facilities owned or organized by the State or it political subdivisions for use in the affected area upon the request of the duly constituted authority of the area; and

WHEREAS this Resolution authorizes the request, provision, and receipt of interjurisdictional mutual assistance in accordance with the Emergency Management Act, Chapter 252, among political subdivisions within the State; and

NOW, THEREFORE, be it resolved by _____

_____ that in order to maximize the prompt, full and effective use of resources of all participating governments in the event of an emergency or disaster we hereby adopt the Statewide Mutual Aid Agreement which is attached hereto and incorporated by reference.

ADOPTED BY: _____

DATE: _____

I certify that the foregoing is an accurate copy of the Resolution adopted by

_____ on_____.

BY: _____

TITLE: _____

DATE: _____

STATEWIDE MUTUAL AID AGREEMENT – SAMPLE ATTACHMENT
Encompassed Entities

This notice is an acknowledgment of an amendment to the 2023 SMAA by the Florida Division of Emergency Management ("the Division") which allows parent entities to include individual departments and subdivisions, within their authority, to be listed as SMAA designees eligible for SMAA request and assistance procedures.

By our authority and adoption of the attached 2023 Statewide Mutual Aid agreement, as the parent entity, the following departments and subdivisions will be included as SMAA signatories for all asset request, assistance, and applicable reimbursement processes:

All entities listed herein will still require access to the DEMES Mutual Aid System for FDEM Reimbursement process requirements.

RESOLUTION NO. 2025-____

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF MIAMI SPRINGS, FLORIDA, RATIFYING A REVISED 2023 STATEWIDE MUTUAL AID AGREEMENT WITH THE FLORIDA DIVISION OF EMERGENCY MANAGEMENT (FDEM) AND PARTICIPATING LOCAL GOVERNMENTS; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the State of Florida and its municipalities are vulnerable to a wide range of catastrophic disasters which could disrupt essential services and destroy the infrastructure necessary to provide essential services; and

WHEREAS, the State Emergency Management Act, Chapter 252, authorizes the State of Florida and its political subdivisions to provide emergency aid and assistance in the event of a disaster or emergency; and

WHEREAS, Florida law also authorizes the State to coordinate the provision of any equipment, services, or facilities owned or organized by the State or it political subdivisions for use in the affected area upon the request of the duly constituted authority of the area; and

WHEREAS, on April 12, 2021, the City Council of the City of Miami Springs (the "City") adopted Resolution No. 2021-3909, approving a Statewide Mutual Aid Agreement (the "Agreement") with the Florida Division of Emergency Management ("FDEM") and participating local governments for the provision and receipt of interjurisdictional mutual assistance in accordance with the State Emergency Management Act, codified as Chapter 252, Florida Statutes; and

WHEREAS, the City Manager has executed a revised 2023 Agreement, attached hereto as Exhibit "A," with FDEM and participating local governments to ensure the continued availability of mutual aid from the FDEM and all participating local governments in the event of an emergency or disaster; and

WHEREAS, the City Council desires to ratify the City Manager's execution of the Agreement attached hereto as Exhibit "A"; and

WHEREAS, the City Council finds that this Resolution is in the best interest and welfare of the residents of the City.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF MIAMI SPRINGS, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The above recitals are confirmed, adopted, and incorporated herein and made a part hereof by reference.

Section 2. Ratification. That the City Council hereby ratifies the Agreement attached hereto as Exhibit "A" with FDEM.

Section 3. Implementation. That the City Council hereby authorizes the City Manager to execute any required or related agreements, amendments, or documents which are required to implement the purposes of this Resolution and the Agreement, subject to the approval of the City Attorney as to form, content, and legal sufficiency, and to take such further action as may be necessary to implement the purpose and provisions of this Resolution and the Agreement.

Section 4. Effective Date. That this Resolution shall be effective immediately upon adoption.

The foregoing Resolution was offered by _____ who moved its adoption. The motion was seconded by _____ and upon being put to a vote, the vote was as follows:

Vice Mayor Jorge Santin	_____
Councilman Joseph Dion	_____
Councilman Orlando Lamas	_____
Councilman Fabian Perez-Crespo	_____
Mayor Dr. Walter Fajet	_____

PASSED AND ADOPTED this 8th day of September, 2025.

_____
DR. WALTER FAJET
MAYOR

ATTEST:

_____
ERIKA GONZALEZ, MMC
CITY CLERK

APPROVED AS TO FORM AND LEGAL SUFFICIENCY
FOR THE USE AND RELIANCE OF THE CITY OF MIAMI SPRINGS ONLY:

_____
WEISS SEROTA HELFMAN COLE & BIERMAN, P.L.
CITY ATTORNEY

AGENDA MEMORANDUM

Meeting Date: 9/3/2025

To: The Honorable Mayor Walter Fajet, Ed.D. and Members of the City Council

Via: Juan Carlos Jimenez, City Manager

From: Tammy Romero, Assistant City Manager

Subject: Resolution Ratifying A Revised 2023 Statewide Mutual Aid Agreement (SMAA) With The Florida Division Of Emergency Management (FDEM)

RECOMMENDATION: Recommendation that Council approve the ratification of the revised 2023 Statewide Mutual Aid Agreement (SMAA) with the Florida Department of Emergency Management (FDEM) and participating local governments.

DISCUSSION: On July 3, 2025, in an effort to not jeopardize the City's ability to request and receive reimbursements, City Manager JC Jimenez signed the revised 2023 SMAA agreement with FDEM.

Back in October of 2024, several of our officers went to Tampa in an effort to assist with the 2024 Milton recovery efforts in the Bradenton Beach and Holmes Beach areas. The missions our officers were assigned to, requested additional law enforcement personnel to assist with debris removal enforcement where illegal dumping was taking place.

Staff recommends that Council approve the ratification of the SMAA agreement with FDEM in order for the City to receive pending reimbursements for providing police presence in the Tampa area during hurricane Milton cleanup efforts.

AGENDA MEMORANDUM

Meeting Date: 8/25/2025

To: The Honorable Mayor Walter Fajet and Members of the City Council

Via: J.C. Jimenez, City Manager

From: Omar L. Luna, Recreation Director

Subject: Tennis/Pickleball Court Repairs and Renovations

Recommendation:
Recommendation by Recreation that Council authorize the issuance and/or execution of a Purchase Order to Sport Surfaces, LLC., utilizing City of North Miami under RFP # 07-24-25 (attached), in an amount not to exceed $54,900.00, for Resurfacing of the Pickleball and Tennis Courts as funds were budgeted in the FY25/26 Budget pursuant to Section §31.11 (E)(5) of the City Code.

Discussion:
The City's tennis courts are scheduled for renovation. As part of this project, a fiberglass membrane will be installed to help prevent the early return of surface cracks. This will be followed by a four-coat resurfacing system designed to restore the courts to top playing condition and significantly extend their longevity.

Submission Date and Time: 8/6/2025 9:36 AM

Submitted by:	Approved by (sign as applicable):	Funding:
Department: Recreation	**Dept. Head:**	**Dept./ Desc.:** Recreation Department
Prepared by: Omar Luna	**Procurement:**	**Account No.:** 001-5703-572-6300
Attachments: ☒ Yes ☐ No	**Asst. City Mgr.:**	**Additional Funding:**
Budgeted/ Funded: ☒ Yes ☐ No	**City Manager:**	**Amount previously approved: $** 54,900.00 **Current request: $** 54,900.00 **Total vendor amount: $** 54,900.00

RESOLUTION NO. 2025-____

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF MIAMI SPRINGS, FLORIDA, APPROVING AN AGREEMENT WITH SPORT SURFACES, LLC FOR THE PICKLEBALL AND TENNIS COURT RESURFACING PROJECT IN AN AMOUNT NOT TO EXCEED $54,900 UTILIZING THE TERMS AND CONDITIONS OF THE CITY OF NORTH MIAMI AGREEMENT AWARDED PURSUANT TO INVITATION FOR BID NO. 07-24-25; PROVIDING FOR AUTHORIZATION; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Miami Springs (the "City") has identified a need to resurface the pickleball and tennis courts located at 401 Westward Drive, Miami Springs, Florida 33166 (the "Project"); and

WHEREAS, the type of services required for the Project have been competitively bid by the City of North Miami, which has entered into the competitively awarded Professional Services Agreement awarded pursuant to Invitation for Bid No. 07-24-25 (the "North Miami Contract") with Sport Surfaces, LLC (the "Contractor"); an1d

WHEREA10S, Section 31-11(E)(5) of the City's Code of Ordinances (the "Code") provides that purchases of supplies, materials, or contractual services under the provisions of state or local government, or private sector cooperative purchasing or not-for-profit companies, bids or contracts shall be exempt from the competitive bid requirements otherwise applicable to such purchases; and

WHEREAS, in accordance with Section 31-11(E)(5) of the City's Code of Ordinances, the City Council seeks to authorize the City Manager to execute an agreement (the "Agreement") in substantially the form attached hereto as Exhibit "A" with the Contractor for the Project in an amount not to exceed $54,900, consistent with the terms and conditions of the North Miami Contract; and

WHEREAS, the City Council finds that this Resolution is in the best interest and welfare of the residents of the City.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF MIAMI SPRINGS, FLORIDA, AS FOLLOWS:

Section 1. **Recitals.** That the above recitals are confirmed, adopted, and incorporated herein and made a part hereof by reference.

Section 2. **Selection.** That the City Council hereby selects the Contractor to construct the Project.

Section 3. **Approval.** That the City Council hereby approves the Agreement with the Contractor for the Project pursuant to Section 31-11(E)(5) of the City Code.

Section 4. **Authorization.** That the City Council hereby authorizes the City Manager to execute the Agreement in substantially the form attached hereto as Exhibit "A in an amount not to exceed $54,900, subject to the approval of the City Attorney as to form, content, and legal sufficiency.

Section 5. **Implementation.** That the City Manager is hereby authorized to take such further action as may be necessary to implement the purpose and provisions of the Agreement and this Resolution.

Section 6. **Effective Date.** That this Resolution shall be effective immediately upon adoption.

The foregoing Resolution was offered by _____ who moved its adoption. The motion was seconded by _____ and upon being put to a vote, the vote was as follows:

Vice Mayor Jorge Santin	_____
Councilman Joseph Dion	_____
Councilman Orlando Lamas	_____
Councilman Fabian Perez-Crespo	_____
Mayor Dr. Walter Fajet	_____

PASSED AND ADOPTED this 8th day of September, 2025.

_____
DR. WALTER FAJET
MAYOR

ATTEST:

_____
ERIKA GONZALEZ, MMC
CITY CLERK

APPROVED AS TO FORM AND LEGAL SUFFICIENCY
FOR THE USE AND RELIANCE OF THE CITY OF MIAMI SPRINGS ONLY:

_____
WEISS SEROTA HELFMAN COLE & BIERMAN, P.L.
CITY ATTORNEY

EXHIBIT A

COVER AGREEMENT WITH SPORT SURFACES, LLC

UTILIZING TERMS AND CONDITIONS OF

THE CITY OF NORTH MIAMI AGREEMENT

AWARDED PURSUANT TO INVITATION FOR BID NO. 07-24-25

PROFESSIONAL SERVICES AGREEMENT
BETWEEN
THE CITY OF MIAMI SPRINGS
AND
SPORT SURFACES, LLC

THIS AGREEMENT (this "Agreement") is made effective as of the _____ day of _____, 2025 (the "Effective Date"), by and between the **CITY OF MIAMI SPRINGS, FLORIDA,** a Florida municipal corporation, (the "City"), and **SPORT SURFACES, LLC,** a Florida limited liability company (hereinafter, the "Contractor"). Collectively, the City and the Contractor are referred to as the "Parties."

WHEREAS, the City has identified a need to resurface the pickleball and tennis courts located at 401 Westward Drive, Miami Springs, Florida 33166 (the "Project"); and

WHEREAS, the type of services required for the Project have been competitively bid by the City of North Miami, which has entered into the competitively awarded Professional Services Agreement awarded pursuant to Invitation for Bid No. 07-24-25 (the "North Miami Contract") with the Contractor; and

WHEREAS, Section 31-11(E)(5) of the City Code of Ordinances (the "Code") provides that "All purchases of supplies, materials, or contractual services under the provisions of state or local government, or private sector Cooperative Purchasing or Not-For-Profit Companies, bids or contracts shall be exempt from the competitive bid requirements otherwise applicable to such purchases, provided that: (a) The terms and conditions of the original bid or contract by the state or local government are satisfactory to the City and that such terms and conditions are expressly extended to the City. (b) The bid or contract by the state or local government is in force prior to the proposed purchase of supplies or services by the City. (c) The purchasing agent has determined that purchasing materials, goods, supplies and contractual services under existing state or local government bids or contracts are in the best interests of the City."; and

WHEREAS, on September 8, 2025, the City Council adopted Resolution No. 2025-_____, authorizing the City Manager this Agreement with the Contractor for the Project in an amount not to exceed $54,900, consistent with the terms and conditions of the North Miami Contract attached hereto as Exhibit "A" and the Quote attached hereto as Exhibit "B"; and

WHEREAS, pursuant to Section 31-11(E)(5) of the City Code, the City desires to engage the Contractor to perform the Services and provide the deliverables as specified below.

NOW, THEREFORE, in consideration of the mutual covenants and conditions contained herein, the City and the Contractor agree as follows:

1. **Incorporation of Contract.** The terms and conditions of the North Miami Contract are incorporated as though fully set forth herein. Except as otherwise specifically set forth

or modified herein, all terms in the North Miami Contract are hereby ratified and affirmed and shall remain unmodified and in full force and effect in accordance with its terms.

2. **Conflicts; Order of Priority.** This document without exhibits is referred to as the "Base Agreement." In the event of a conflict between the terms of this Agreement and any exhibits or attachments hereto, or any documents incorporated herein by reference, the conflict shall be resolved in the following order of priorities and the more stringent criteria for performance of the Services shall apply:

   A. First Priority: Base Agreement;

   B. Second Priority: State Required Affidavits;

   C. Third Priority: Exhibit A — North Miami Contract; and

   D. Fourth Priority: Exhibit B — Contractor's Quote.

3. **Defined Terms**. All initial capitalized terms used in this Agreement shall have the same meaning as set forth in the North Miami Contract unless otherwise provided in this Agreement. All references to the City of North Miami shall be replaced with the City of Miami Springs where applicable.

4. **Counterparts.** This Agreement may be executed in several counterparts, each of which shall be deemed an original and such counterparts shall constitute one and the same instrument.

5. **Scope of Work.** Contractor hereby agrees to furnish all of the labor, materials, equipment, services and incidentals necessary to perform all of the work described in the Contract Documents (the "Work" or the "Project") including, without limitation as described in the approved Quote and the North Miami Contract attached hereto as Exhibits "A" and "B" for the following Project:

PICKLEBALL AND TENNIS COURT RESURFACING PROJECT

6. **Compensation and Payment.**

   A. Compensation for construction of the Project shall be in accordance with the rates of the North Miami Contract attached hereto as Exhibit "A" and the Quote attached hereto as Exhibit "B" in an amount not to exceed $54,900.

   B. Contractor shall deliver an invoice to City no more often than once per month detailing Services completed and the amount due to Contractor under this Agreement. Fees shall be paid in arrears each month, pursuant to Contractor's invoice, which shall be based upon the percentage of work completed for each task invoiced. The City shall pay the Contractor in accordance with the Florida Prompt Payment Act after approval and acceptance of the Services by the City Manager.

7. **Section 3.1 of North Miami Contract.** Subsection 3.1 of the North Miami Contract is hereby deleted in its entirety and replaced as follows:

3.1 CONTRACT TIME.

A. Contractor shall be instructed to commence the Work by written instructions in the form of a Notice to Proceed providing a commencement date and issued by the City Manager or designee. The Notice to Proceed will not be issued until Contractor's submission to City of all required documents and after execution of this Contract.

B. Time is of the essence throughout this Contract. The Contractor shall prosecute the Work with faithfulness and diligence and the **Work shall be substantially completed within 21 calendar days from the date specified in the Notice to Proceed ("Contract Time").** Substantial Completion shall be defined for this purpose as the date on which City receives beneficial use of the Project. **The Work shall be fully completed in accordance with the Contract Documents within 28 calendar days from the date specified in the Notice to Proceed ("Final Completion Time").** The Final Completion date is defined as the date determined by the City when all Work, including punch list items, has been completed in accordance with the Contract Documents and Contractor has delivered to City all documentation required herein.

C. Upon failure of Contractor to substantially complete the Work as defined in this Agreement within the Contract Time, Contractor shall pay to City the sum of **$200** for each calendar day after the expiration of the Contract Time that the Contractor fails to achieve Substantial Completion up until the date that the Contractor achieves Substantial Completion. Upon failure of Contractor to fully complete the Work and achieve Final Completion within the Final Completion Time, Contractor shall pay to City the sum of **$200** for each calendar day after expiration of the Final Completion Time that the Contractor fails to achieve Final Completion up until the date that the Contractor achieves Final Completion. These amounts are not penalties but are liquidated damages payable by Contractor to City for the failure to provide full beneficial occupancy and use of the Project as required. Liquidated damages are hereby fixed and agreed upon between the parties who hereby acknowledge the difficulty of determining the amount of damages that will be sustained by City as a consequence of Contractor's delay and failure of Contractor to complete the Work on time. The above-stated liquidated damages shall apply separately to each phase of the Project for which a time for completion is given.

D. City is authorized to deduct the liquidated damages from monies due to Contractor for the Work under this Contract. In case the liquidated damage amount due to City by Contractor exceeds monies due Contractor from City, Contractor shall be liable and shall immediately upon demand by City pay to

City the amount of said excess.

8. **Termination Due To Lack of Funding.** This Agreement is subject to the condition precedents that: (i) City funds are available, appropriated and budgeted, for the Services annually for each year of the Term; (ii) the City secures and obtains any necessary proceeds, grants or loans for the accomplishment of the Services pursuant to any borrowing legislation adopted by the City Council relative to the Services; and (iii) the City Council enacts legislation or other necessary resolutions, which awards and authorizes the execution of this Agreement and the annual appropriation and budgeting for the Services. The City represents to Consultant that the City has adopted a resolution authorizing execution of this Agreement, if required by applicable law.

9. **Article 9 of North Miami Contract.** Article 9 of the North Miami Contract is hereby deleted in its entirety and replaced as follows:

ARTICLE 9 - INDEMNIFICATION.

A. Contractor shall indemnify and hold harmless the City, its officers, agents and employees, from and against any and all demands, claims, losses, suits, liabilities, causes of action, judgment or damages, arising from Contractor's performance or non-performance of any provision of this Agreement, including, but not limited to, liabilities arising from contracts between the Contractor and third parties made pursuant to this Agreement. Contractor shall reimburse the City for all its expenses including reasonable attorneys' fees and costs incurred in and about the defense of any such claim or investigation and for any judgment or damages arising from Contractor's performance or non-performance of this Agreement.

B. Nothing herein is intended to serve as a waiver of sovereign immunity by the City nor shall anything included herein be construed as consent to be sued by third parties in any matter arising out of this Agreement or any other contract. The City is subject to section 768.28, Florida Statutes, as may be amended from time to time.

C. The provisions of this section shall survive termination of this Agreement.

10. **Article 10 of North Miami Contract.** Article 10 of the North Miami Contract is hereby deleted in its entirety and replaced as follows:

ARTICLE 10 - INSURANCE.

A. Contractor shall secure and maintain throughout the duration of this agreement insurance of such types and in such amounts not less than those specified below as satisfactory to City, naming the City as an Additional Insured, underwritten by a firm rated A-X or better by A.M.

Best and qualified to do business in the State of Florida. The insurance coverage shall be primary insurance with respect to the City, its officials, employees, agents, and volunteers naming the City as additional insured. Any insurance maintained by the City shall be in excess of the Contractor's insurance and shall not contribute to the Contractor's insurance. The insurance coverages shall include at a minimum the amounts set forth in this section and may be increased by the City as it deems necessary or prudent.

1) Commercial General Liability coverage with limits of liability of not less than a $1,000,000 per Occurrence combined single limit for Bodily Injury and Property Damage. This Liability Insurance shall also include Completed Operations and Product Liability coverages and eliminate the exclusion with respect to property under the care, custody and control of Contractor. The General Aggregate Liability limit and the Products/Completed Operations Liability Aggregate limit shall be in the amount of $2,000,000 each.

2) Workers Compensation and Employer's Liability insurance, to apply for all employees for statutory limits as required by applicable State and Federal laws. The policy(ies) must include Employer's Liability with minimum limits of $1,000,000.00 each accident. No employee, subcontractor or agent of the Contractor shall be allowed to provide Services pursuant to this Agreement who is not covered by Worker's Compensation insurance. In order for this requirement to be waived, Contractor must provide proof of exemption from such laws. Information regarding eligibility for an exemption from the State of Florida Workers' Compensation Law is available at:

   https://www.myfloridacfo.com/Division/wc/PublicationsFormsManualsReports/Brochures/Key-Coverage-and-Eligibility.pdf.

   Exemptions may be applied for online through the Florida Department of Financial Services, Division of Workers' Compensation at:

   https://www.myfloridacfo.com/Division/wc/Employer/Exemptions/default.htm.

3) Business Automobile Liability with minimum limits of $1,000,000 per occurrence, combined single limit for Bodily Injury and Property Damage. Coverage must be afforded on a form no more restrictive than the latest edition of the Business Automobile Liability policy, without restrictive endorsements, as filed by the Insurance Service Office, and must include Owned, Hired, and Non-Owned Vehicles.

4) Professional Liability Insurance in an amount of not less than One Million Dollars ($1,000,000.00) per occurrence, single limit. If Professional Liability Insurance is required, the City shall select this box: ☐.

B. **Certificate of Insurance.** Certificates of Insurance shall be provided to the City, reflecting the City as an Additional Insured (except with respect to Professional Liability Insurance and Worker's Compensation Insurance), no later than ten (10) days after award of this Agreement and prior to the execution of this Agreement by City and prior to commencing Services. Each certificate shall include no less than (30) thirty-day advance written notice to City prior to cancellation, termination, or material alteration of said policies or insurance. The Contractor shall be responsible for assuring that the insurance certificates required by this Section remain in full force and effect for the duration of this Agreement, including any extensions or renewals that may be granted by the City. The Certificates of Insurance shall not only name the types of policy(ies) provided, but also shall refer specifically to this Agreement and shall state that such insurance is as required by this Agreement. The City reserves the right to inspect and return a certified copy of such policies, upon written request by the City. If a policy is due to expire prior to the completion of the Services, renewal Certificates of Insurance shall be furnished thirty (30) calendar days prior to the date of their policy expiration. Each policy certificate shall be endorsed with a provision that not less than thirty (30) calendar days' written notice shall be provided to the City before any policy or coverage is cancelled or restricted. Acceptance of the Certificate(s) is subject to approval of the City.

C. **Additional Insured.** Except with respect to Professional Liability Insurance and Worker's Compensation Insurance**,** the City is to be specifically included as an Additional Insured for the liability of the City resulting from Services performed by or on behalf of the Contractor in performance of this Agreement. The Contractor's insurance, including that applicable to the City as an Additional Insured, shall apply on a primary basis and any other insurance maintained by the City shall be in excess of and shall not contribute to the Contractor's insurance. The Contractor's insurance shall contain a severability of interest provision providing that, except with respect to the total limits of liability, the insurance shall apply to each Insured or Additional Insured (for applicable policies) in the same manner as if separate policies had been issued to each.

D. **Deductibles.** All deductibles or self-insured retentions must be declared to and be reasonably approved by the City. The Contractor shall be responsible for the payment of any deductible or self-insured retentions in the event of any claim.

E. The provisions of this section shall survive termination of this Agreement.

11. Articles 11 and 15 of North Miami Contract. Articles 11 and 15 of the North Miami Contract is hereby deleted in its entirety and replaced as follows:

ARTICLE 11 – Ownership of Records and Public Records.

1) Contractor acknowledges that all inventions, innovations, improvements, developments, methods, designs, analyses, drawings, reports, compiled information, and all similar or related information (whether patentable or not) which relate to Services to the City which are conceived, developed or made by Contractor during the term of this Agreement ("Work Product") belong to the City. Contractor shall promptly disclose such Work Product to the City and perform all actions reasonably requested by the City (whether during or after the term of this Agreement) to establish and confirm such ownership (including, without limitation, assignments, powers of attorney and other instruments).

2) Contractor agrees to keep and maintain public records in Contractor's possession or control in connection with Contractor's performance under this Agreement. The City Manager or her designee shall, during the term of this Agreement and for a period of three (3) years from the date of termination of this Agreement, have access to and the right to examine and audit any records of the Contractor involving transactions related to this Agreement. Contractor additionally agrees to comply specifically with the provisions of Section 119.0701, Florida Statutes. Contractor shall ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed, except as authorized by law, for the duration of the Agreement, and following completion of the Agreement until the records are transferred to the City.

3) Upon request from the City's custodian of public records, Contractor shall provide the City with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided by Chapter 119, Florida Statutes, or as otherwise provided by law.

4) Unless otherwise provided by law, any and all records, including but not limited to reports, surveys, and other data and documents provided or created in connection with this Agreement are and shall remain the property of the City.

5) Upon completion of this Agreement or in the event of termination by either party, any and all public records relating to the Agreement in the

possession of the Contractor shall be delivered by the Contractor to the City Manager, at no cost to the City, within seven (7) days. All such records stored electronically by Contractor shall be delivered to the City in a format that is compatible with the City's information technology systems. Once the public records have been delivered upon completion or termination of this Agreement, the Contractor shall destroy any and all duplicate public records that are exempt or confidential and exempt from public records disclosure requirements.

6) Any compensation due to Contractor shall be withheld until all records are received as provided herein.

7) Contractor's failure or refusal to comply with the provisions of this section shall result in the immediate termination of this Agreement by the City.

8) **Notice Pursuant to Section 119.0701(2)(a), Florida Statutes. IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS: ERIKA GONZALEZ, MMC, 201 WESTWARD DRIVE, MIAMI SPRINGS, FL 33166, 305-805-5006, GONZALEZE@MIAMISPRINGS-FL.GOV.**

* * *

ARTICLE 15 - RESERVED.

12. **Waiver of Jury Trial.** CITY AND CONTRACTOR KNOWINGLY, IRREVOCABLY, VOLUNTARILY AND INTENTIONALLY WAIVE ANY RIGHT EITHER MAY HAVE TO A TRIAL BY JURY IN STATE AND OR FEDERAL COURT PROCEEDINGS IN RESPECT TO ANY ACTION, PROCEEDING, LAWSUIT OR COUNTERCLAIM BASED UPON THE CONTRACT FOR CONSTRUCTION, ARISING OUT OF, UNDER, OR IN CONNECTION WITH THE CONSTRUCTION OF THE WORK, OR ANY COURSE OF CONDUCT, COURSE OF DEALING, STATEMENTS OR ACTIONS OR INACTIONS OF ANY PARTY.

13. **Prevailing Party; Attorneys' Fees.** In the event of any controversy, claim, dispute or litigation between the parties arising from or relating to this Contract (including, but not limited to, the enforcement of any indemnity provisions), the prevailing party shall be entitled to recover from the non-prevailing party all reasonable costs, expenses, paralegals' fees, experts' fees and attorneys' fees including, but not limited to, court costs and other expenses through all trial and appellate levels. In addition, the prevailing party shall be entitled to recover from the non-prevailing party all litigation

costs associated with discovery, processing, management, hosting, and production of electronically stored information (ESI).

14.

15. Independent Contractor. The Contractor and its employees, volunteers and agents shall be and remain an independent contractor and not an agent or employee of the City with respect to all of the acts and services performed by and under the terms of this Agreement. This Agreement shall not in any way be construed to create a partnership, association or any other kind of joint undertaking, enterprise or venture between the parties.

16. Notices/Authorized Representatives. Any notices required by this Agreement shall be in writing and shall be deemed to have been properly given if transmitted by hand-delivery, by registered or certified mail with postage prepaid return receipt requested, or by a private postal service, addressed to the parties (or their successors) at the addresses listed on the signature page of this Agreement or such other address as the party may have designated by proper notice.

17. State Required Affidavits. By entering into this Agreement, the Consultant agrees to review and comply with the following state affidavit requirements:

A. Public Entity Crimes Affidavit. Consultant shall comply with Section 287.133, Florida Statutes (Public Entity Crimes Statute), notification of which is hereby incorporated herein by reference, including execution of any required affidavit.

B. Scrutinized Companies. Consultant certifies that it is not on the Scrutinized Companies that Boycott Israel List or engaged in a boycott of Israel. Pursuant to section 287.135, Florida Statues, the City may immediately terminate this Agreement at its sole option if the Consultant is found to have submitted a false certification; or if the Consultant is placed on the Scrutinized Companies that Boycott Israel List or is engaged in the boycott of Israel during the term of the Agreement. If this Agreement is for more than one million dollars, the Consultant certifies that it is also not on the Scrutinized Companies with Activities in Sudan, Scrutinized Companies with Activities in the Iran Terrorism Sectors List, Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or engaged with business operations in Cuba or Syria as identified in Section 287.135, Florida Statutes. Pursuant to Section 287.135, Florida Statutes, the City may immediately terminate this Agreement at its sole option if the Consultant is found to have submitted a false certification; or if the Consultant is placed on the Scrutinized Companies with Activities in Sudan List, Scrutinized Companies with Activities in the Iran Terrorism Sectors List, Scrutinized Companies with Activities in Iran Petroleum Energy Sector List, or engaged with business operations in Cuba or Syria during the term of the Agreement.

C. E-Verify Affidavit. In accordance with Section 448.095, Florida Statutes, the City requires all contractors doing business with the City to register with and use the E-Verify system to verify the work authorization status of all newly hired

employees. The City will not enter into a contract unless each party to the contract registers with and uses the E-Verify system. The contracting entity must provide of its proof of enrollment in E-Verify. For instructions on how to provide proof of the contracting entity's participation/enrollment in E-Verify, please visit: https://www.e-verify.gov/faq/how-do-i-provide-proof-of-my-participationenrollment-in-e-verify. By entering into this Agreement, the Consultant acknowledges that it has read Section 448.095, Florida Statutes; will comply with the E-Verify requirements imposed by Section 448.095, Florida Statutes, including but not limited to obtaining E-Verify affidavits from subcontractors; and has executed the required affidavit attached hereto and incorporated herein.

D. Noncoercive Conduct Affidavit. Pursuant to Section 787.06, Florida Statutes, a nongovernmental entity executing, renewing, or extending a contract with a governmental entity is required to provide an affidavit, signed by an officer or a representative of the nongovernmental entity under penalty of perjury, attesting that the nongovernmental entity does not use coercion for labor or services as defined in Section 787.06(2)(a), Florida Statutes. By entering into this Agreement, the Consultant acknowledges that it has read Section 787.06, Florida Statutes, and will comply with the requirements therein, and has executed the required affidavit attached hereto and incorporated herein.

E. Prohibition on Contracting with Entities of Foreign Concern. Pursuant to Section 287.138, Florida Statutes (which is expressly incorporated herein by reference), a governmental entity may not knowingly enter into a contract with an entity which would give access to an individual's personal identifying information if (a) the entity is owned by the government of a foreign country of concern; (b) the government of a foreign country of concern has a controlling interest in the entity; or (c) the entity is organized under the laws of or has its principal place of business in a foreign country of concern. By entering into this Agreement, the Consultant acknowledges that it has read Section 287.138, Florida Statutes, and complies with the requirements therein, and has executed the required affidavit attached hereto and incorporated herein.

[REMAINDER OF PAGE LEFT INTENTIONALLY BLANK.
SIGNATURE PAGE FOLLOWS]

DRAFT

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed the day and year as first stated above.

CITY OF MIAMI SPRINGS

By: _____
J.C. Jimenez, ICMA-CM
City Manager

Attest:

By: _____
Erika Gonzalez, MMC
City Clerk

Approved as to form and legal sufficiency:

By: _____
Weiss Serota Helfman Cole & Bierman, P.L.
City Attorney

Addresses for Notice:
City of Miami Springs
Attn: City Manager
201 Westward Drive
Miami Springs, FL 33166
305-805-5011 (telephone)
jimenezjc@miamisprings-fl.gov (email)

With a copy to:
Weiss Serota Helfman Cole & Bierman, P.L.
Attn: Haydee Sera, Esq.
City of Miami Springs City Attorney
2800 Ponce de Leon Boulevard, Suite 1200
Coral Gables, FL 33134
hsera@wsh-law.com (email)

SPORT SURFACES, LLC

By: _____

Name: _____

Title: _____

Entity: _____

Addresses for Notice:
_____
_____
_____
_____
_____(telephone)
_____(email)

With a copy to:
_____
_____
_____
_____
_____(telephone)
_____(email)

DRAFT

EXHIBIT "A"

THE CITY OF NORTH MIAMI AGREEMENT
AWARDED PURSUANT TO INVITATION FOR BID NO. 07-24-25

EXHIBIT “B”

CONTRACTOR’S QUOTE

E-VERIFY AFFIDAVIT

In accordance with Section 448.095, Florida Statutes, the City requires all contractors doing business with the City to register with and use the E-Verify system to verify the work authorization status of all newly hired employees. The City will not enter into a contract unless each party to the contract registers with and uses the E-Verify system.

The contracting entity must provide of its proof of enrollment in E-Verify. For instructions on how to provide proof of the contracting entity's participation/enrollment in E-Verify, please visit: https://www.e-verify.gov/faq/how-do-i-provide-proof-of-my-participationenrollment-in-e-verify

By signing below, the contracting entity acknowledges that it has read Section 448.095, Florida Statutes and will comply with the E-Verify requirements imposed by it, including but not limited to obtaining E-Verify affidavits from subcontractors.

☐ **Check here to confirm proof of enrollment in E-Verify has been attached to this Affidavit.**

In the presence of:	Signed, sealed and delivered by:
_____	_____
Witness #1 Print Name: _____	Print Name: _____
	Title: _____
_____	
Witness #2 Print Name: _____	Entity Name: _____

ACKNOWLEDGMENT

State of Florida
County of _____

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, this ____ day of _____, 20__, by_____ _____(name of person) as _____ (type of authority) for _____ (name of party on behalf of whom instrument is executed).

_____
Notary Public (Print, Stamp, or Type as Commissioned)

_____Personally known to me; or
_____Produced identification (Type of Identification:_____)
_____Did take an oath; or
_____Did not take an oath

AFFIDAVIT ATTESTING TO
NONCOERCIVE CONDUCT FOR LABOR OR SERVICES

Effective July 1, 2024, Section 787.06, Florida Statutes, a nongovernmental entity executing, renewing, or extending a contract with a governmental entity is required to provide an affidavit, signed by an officer or a representative of the nongovernmental entity under penalty of perjury, attesting that the nongovernmental entity does not use coercion for labor or services as defined in Section 787.06(2)(a), Florida Statutes.

By signing below, **I hereby affirm under penalty of perjury that**:

1. I have read Section 787.06, Florida Statutes, and understand that this affidavit is provided in compliance with the requirement that, upon execution, renewal, or extension of a contract between a nongovernmental entity and a governmental entity, the nongovernmental entity must attest to the absence of coercion in labor or services.

2. I am an officer or representative of _____, a nongovernmental entity.

3. _____ does not use coercion for labor or services as defined in the relevant section of the law.

In the presence of:

_____
Witness #1 Print Name: _____

_____
Witness #2 Print Name: _____

Under penalties of perjury, I declare that I have read the foregoing and the facts stated in it are true:

_____
Print Name: _____
Title: _____
Entity Name: _____

OATH OR AFFIRMATION

State of Florida
County of _____

Sworn to (or affirmed) and subscribed before me by means of ☐ physical presence or ☐ online notarization, this ___ day of _____, 20___, by_____ _____(name of person) as _____ (type of authority) for _____ (name of party on behalf of whom instrument is executed).

_____
Notary Public (Print, Stamp, or Type as Commissioned)

_____Personally known to me; or
_____Produced identification (Type of Identification:_____)
_____Did take an oath; or
_____Did not take an oath

AFFIDAVIT REGARDING PROHIBITION ON CONTRACTING WITH ENTITIES OF FOREIGN COUNTRIES OF CONCERN

Pursuant to Section 287.138, Florida Statutes (which is expressly incorporated herein by reference), a governmental entity may not knowingly enter into a contract with an entity which would give access to an individual's personal identifying information if (a) the entity is owned by ethe government of a foreign country of concern; (b) the government of a foreign country of concern has a controlling interest in the entity; or (c) the entity is organized under the laws of or has its principal place of business in a foreign country of concern.

This affidavit must be completed by an officer or representative of an entity submitting a bid, proposal, or reply to, or entering into, renewing, or extending, a contract with a governmental entity which would grant the entity access to an individual's personal identifying information.

1. _____ ("entity") does not meet any of the criteria in paragraphs (2)(a)-(c) of Section 287.138, F.S.

In the presence of:

Under penalties of perjury, I declare that I have read the foregoing and the facts stated in it are true:

_____ _____
Witness #1 Print Name: _____ Print Name: _____
_____ Title: _____
Witness #2 Print Name: _____ Entity Name: _____
_____

OATH OR AFFIRMATION

State of Florida
County of _____

Sworn to (or affirmed) and subscribed before me by means of ☐ physical presence or ☐ online notarization, this ___ day of _____, 20___, by_____ _____(name of person) as _____ (type of authority) for _____ (name of party on behalf of whom instrument is executed).

_____
Notary Public (Print, Stamp, or Type as Commissioned)

_____Personally known to me; or
_____Produced identification (Type of Identification:_____)
_____Did take an oath; or
_____Did not take an oath

CITY OF NORTH MIAMI
PROFESSIONAL SERVICES AGREEMENT
(RESURFACING OF THE PENNY SUGARMAN TENNIS CENTER COURTS PROJECT - IFB NO. 07-24-25)

THIS PROFESSIONAL SERVICES AGREEMENT ("Agreement") is entered into on April 09, 2025, between the **City of North Miami**, a Florida municipal corporation with a principal address of 776 NE 125th Street, North Miami, Florida ("City"), and **Sport Surfaces, LLC**, a Florida Limited Liability Company, having its principal office at 7011 Wilson Road, West Palm Beach, FL 33413 ("Contractor"). The City and Contractor shall collectively be referred to as the "Parties", and each may individually be referred to as a "Party".

RECITALS

WHEREAS, on October 23, 2024, the City of North Miami ("City") advertised ***Invitation for Bid –Resurfacing of the Penny Sugarman Tennis Center Courts Project - IFB No. 07-24-25*** ("IFB"), requesting bids from qualified, licensed and experienced contractors to provide the necessary supervision, labor and materials required for the resurfacing of the Penny Sugarman Tennis Center project ("Services"); and

WHEREAS, in response to the IFB, Contractor submitted its bid and was competitively selected by City administration as the lowest, responsive, and responsible bidder in the procurement of Services; and

WHEREAS, Contractor manifested the capability and willingness of providing Services to the City in the amount not to exceed Two Hundred Seventy Thousand Six Hundred Dollars ($270,600.00) for a term of sixty (60) days from the City's issuance of the Notice to Proceed, in accordance with the conditions and specifications contained in the IFB, as amended; and

WHEREAS, on February 25, 2025, the Mayor and City Council passed and adopted Resolution No.2025-R-50 approving the selection of Contractor for the provision of Services and thereby authorized the Interim City Manager to execute this Agreement for the provision of Services.

NOW, THEREFORE, in consideration of the mutual terms and conditions set forth herein and other good and valuable consideration, the Parties hereto agree as follows:

ARTICLE 1 - RECITALS

1.1 The recitals are true and correct and are hereby incorporated into and made a part of this Agreement.

ARTICLE 2 - CONTRACT DOCUMENTS

2.1 The following documents are incorporated into and made a part of this Agreement (collectively referred to as the "Contract Documents"):

2.1.1 City's ***Invitation for Bid No. 07-24-25 – Resurfacing of the Penny Sugarman Tennis Center Courts Project***, attached hereto as Exhibit "A";

2.1.2 Contractor's response to the IFB, attached hereto by reference;

2.1.3 Resolution No. 2025-R-50, passed and adopted by the Mayor and City Council on February 25, 2025, approving the selection of Contractor for the provision of Services and authorizing the execution of this Agreement, attached hereto as Exhibit "B";

2.1.4 City's tabulation of responding firms to the IFB, attached hereto as Exhibit "C"; and

2.1.5 Any additional documents which are required to be submitted by Contractor under this Agreement.

2.2 In the event of any conflict between the Contract Documents or any ambiguity or missing specification or instruction, the following priority is hereby established:

2.2.1 Specific written direction from the City Manager or City Manager's designee.
2.2.2 This Agreement.
2.2.3 The Solicitation Basic Terms & Conditions.
2.2.4 The IFB.

2.3 The Parties agree that Contractor is responsible for clarifying any ambiguity, conflict, discrepancy, omission, or other error found in the IFB prior to Contractor submitting its response or the right to clarify same shall be waived.

ARTICLE 3 – TIME FOR PERFORMANCE

3.1 Subject to authorized adjustments, the Time for Performance shall not exceed a period of sixty (60) days from the City's issuance of a Notice to Proceed, unless terminated earlier by the City. Contractor agrees that the performance of Services shall be pursued on schedule, diligently and uninterrupted at a rate of progress which will ensure full completion within the agreed time for performance. Failure to achieve timely final completion shall be regarded as a material breach of this Agreement and shall be subject to the appropriate remedies available at law. This Agreement shall remain in full force and effect until the completion of Services by the Contractor and the acceptance of Services by the City.

3.2 Minor adjustments to the Time for Performance which are approved in writing by the City in advance, shall not constitute non-performance by the Contractor. Any impact on the time for performance shall be determined and the time schedule for completion of Services will be modified accordingly.

3.3 When, in the opinion of the City, reasonable grounds for uncertainty exist with respect to the Contractor's ability to perform Services or any portion thereof, the City may request that the Contractor, within a reasonable time frame set forth in the City's request, provide adequate assurances to the City in writing, of Contractor's ability to perform in accordance with terms of this Agreement. In the event that the Contractor fails to provide the City the requested assurances

within the prescribed time frame, the City may treat such failure as a repudiation or breach of this Agreement, and resort to any remedy for breach provided for in this Agreement or at law.

3.4 Notwithstanding the provisions of this Article 3, this Agreement may be terminated by the City at any time, with or without cause.

ARTICLE 4 - COMPENSATION

4.1 Contractor shall be paid the amount not to exceed Two Hundred Seventy Thousand Six Hundred Dollars ($270,600.00) as full compensation for Services, pursuant to the requirements of the Contract Documents.

4.2 Funding for this Agreement is contingent on the availability of funds and the Agreement is subject to amendment or termination due to lack of funds or a reduction of funds, upon five (5) days written notice to Contractor.

ARTICLE 5 - SCOPE OF SERVICES

5.1 Contractor agrees to perform Services for the benefit of the City under the special terms, schedules, and conditions set forth in under this Agreement and the Solicitation Basic Terms & Conditions. Contractor shall perform Services in accordance with that degree of care and skill ordinarily exercised by reputable members of its profession.

5.2 Contractor represents and warrants to the City that: (i) Contractor possesses all qualifications, licenses and expertise required in the provision of Services, with personnel fully licensed by the State of Florida; (ii) Contractor is not delinquent in the payment of any sums due the City, including payment of permit fees, local business taxes, or in the performance of any obligations to the City; (iii) all personnel assigned to perform work shall be, at all times during the term hereof, fully qualified and trained to perform the tasks assigned to each; (iv) the Services will be performed in the manner as described in the Contract Documents for the budgeted amounts, rates and schedules; and (v) the person executing this Agreement on behalf of Contractor is duly authorized to execute same and fully bind Contractor as a Party to this Agreement.

5.3 Contractor agrees and understands that: (i) any and all subcontractors used by Contractor shall be paid by Contractor and not paid directly by the City; and (ii) any and all liabilities regarding payment to or use of subcontractors for any of the work related to this Agreement shall be borne solely by Contractor. Any work performed for the Contractor by a subcontractor will be pursuant to an appropriate agreement between Contractor and subcontractor which specifically binds the subcontractor to all applicable terms and conditions of the Contract Documents.

5.4 Contractor warrants that any and all work, materials, services or equipment that may reasonably be inferred from the Contract Documents as being required to produce the intended result, will be supplied by the Contractor at its own cost, whether or not specifically called for.

5.5 Contractor warrants and accepts that any and all work, materials, services or equipment necessitated by the inspections of City and/or Miami-Dade County agencies, or other regulatory agencies as are applicable, to bring the project into conformity with the Contract Documents and all applicable laws, codes, regulations, procedures, or considered inside the contemplation of the

Contract Documents, shall be deemed the responsibility of the Contractor at no additional cost to the City.

ARTICLE 6 - CITY'S TERMINATION RIGHTS

6.1 The City shall have the right to terminate this Agreement, in its sole discretion at any time, with or without cause, upon ten (10) days written notice to Contractor. In such event, the City shall pay Contractor compensation for Services rendered prior to the effective date of termination. The City shall not be liable to the Contractor for any additional compensation, or for any consequential or incidental damages.

ARTICLE 7 - INDEPENDENT CONTRACTOR

7.1 Contractor, its employees and agents shall be deemed to be independent contractors and not agents or employees of the City and shall not attain any rights or benefits under the civil service or pension ordinances of the City, or any rights generally afforded to classified or unclassified employees. The Contractor shall not be deemed entitled to the Florida Workers' Compensation benefits as an employee of the City.

ARTICLE 8 - DEFAULT

8.1 In the event the Contractor fails to comply with any provision of this Agreement, the City may declare the Contractor in default by written notification. The City shall have the right to terminate this Agreement if the Contractor fails to cure the default within seven (7) days after receiving notice of default from the City. If the Contractor fails to cure the default, the Contractor will only be compensated for completed Services. In the event partial payment has been made for such Services not completed, the Contractor shall return such sums due to the City within ten (7) days after notice that such sums are due. The Contractor understands and agrees that termination of this Agreement under this section shall not release Contractor from any obligations accruing prior to the effective date of termination.

ARTICLE 9 - INDEMNIFICATION

9.1 Contractor agrees to indemnify, defend, save and hold harmless the City its officers, agents and employees, from and against any and all claims, liabilities, suits, losses, claims, fines, and/or causes of action that may be brought against the City, its officers, agents and employees, on account of any negligent act or omission of Contractor , its agents, servants, or employees in the performance of Services under this Agreement and resulting in personal injury, loss of life or damage to property sustained by any person or entity, to the extent caused by Contractor 's negligence within the scope of this Agreement, including all costs, reasonable attorney's fees, expenses, including any appeal, and including the investigations and defense of any action or proceeding and any order, judgment, or decree which may be entered in any such action or proceeding, except for damages specifically caused by or arising out of the negligence, strict liability, intentional torts or criminal acts of the City, its officer, agents, employees or contractors, which claims are lodged by any person, firm, or corporation.

9.2 Nothing contained in this Agreement is any way intended to be a waiver of the limitation placed upon the City's liability as set forth in Chapter 768, Florida Statutes (2024). Additionally, the City does not waive sovereign immunity, and no claim or award against the City shall include attorney's fees, investigative costs or pre-judgment interest.

ARTICLE 10 - INSURANCE

10.1 Prior to the execution of this Agreement, the Contractor shall submit certificate(s) of insurance evidencing the required coverage and specifically providing that the City is an additional named insured or additional insured with respect to the required coverage and the operations of the Contractor under this Agreement. Contractor shall not commence work under this Agreement until after Contractor has obtained all of the minimum insurance described in the Solicitation Basic Terms & Conditions, with the policies of such insurance (detailing the provisions of coverage) have been received and approved by the City. Contractor shall not permit any subcontractor to begin work until after similar minimum insurance to cover subcontractor has been obtained and approved. In the event the insurance certificate provided indicates that the insurance shall terminate and lapse during the term of this Agreement, Contractor shall furnish, at least thirty (30) calendar days prior to expiration of the date of the insurance, a renewed certificate of insurance as proof that equal and like coverage and extension is in effect. Contractor shall not continue to perform the Services required by this Agreement unless all required insurance remains in full force and effect.

10.2 All insurance policies required from Contractor shall be written by a company with a Best rating of B+ or better and duly authorized and licensed to do business in the State of Florida and be executed by duly licensed agents upon whom service of process may be made in Miami-Dade County, Florida.

ARTICLE 11 - OWNERSHIP OF DOCUMENTS

11.1 All documents developed by Contractor under this Agreement shall be delivered to the City by the Contractor upon completion of the Services and shall become property of the City, without restriction or limitation of its use. The Contractor agrees that all documents generated hereto shall be subject to the applicable provisions of the Public Records Law, under Chapter 119, Florida Statutes (2019).

11.2 The Contractor shall additionally comply with Section 119.0701, Florida Statutes (2019), including without limitation, the following conditions: (1) keep and maintain public records that ordinarily and necessarily would be required by the City to perform this service; (2) provide the public with access to public records on the same terms and conditions as the City would at the cost provided by Chapter 119, Florida Statutes (2019), or as otherwise provided by law; (3) ensure that public records that are exempt or confidential and exempt from disclosure are not disclosed, except as authorized by law; (4) meet all requirements for retaining public records and transfer, at no cost to the City, all public records in its possession upon termination of this Agreement and destroy any duplicate public records that are exempt or confidential and exempt from disclosure requirements; and (5) all electronically stored public records must be provided to the City in a format compatible with the City's information technology systems.

11.3 It is further understood by and between the Parties that any information, writings, tapes, Contract Documents, reports or any other matter whatsoever which is given by the City to the Contractor pursuant to this Agreement shall at all times remain the property of the City and shall not be used by the Contractor for any other purposes whatsoever without the written consent of the City.

11.4 In the event the Agreement is terminated, Contractor agrees to provide the City all such documents within ten (10) days from the date the Agreement is terminated.

ARTICLE 12 - NOTICES

12.1 All notices, demands, correspondence and other communications between the Parties shall be deemed sufficiently given under the terms of this Agreement when dispatched by registered or certified mail, postage prepaid, return receipt requested, addressed as follows or as the same may be changed from time to time:

For Contractor: Sport Surfaces, LLC
Attn: Paul Gold, Registered Agent
7011 Wilson Road
West Palm Beach, FL 33413

For the City: City of North Miami
Attn: City Manager
776 N.E.125th Street
North Miami, Florida 33161

With copy to: City of North Miami
Attn: City Attorney
776 N.E.125th Street
North Miami, Florida 33161

12.2 Either Party may at any time designate a different address and/or contact person by giving notice as provided above to the other Party. Such notices shall be deemed given upon receipt by the addressee.

12.3 In the event there is a change of address and the moving Party fails to provide notice to the other Party, then notice sent as provided in this Article shall constitute adequate notice

ARTICLE 13 - CONFLICT OF INTEREST

13.1 Contractor represents and warrants to the City that it has not employed or retained any person or company employed by the City to solicit or secure this Agreement and that it has not offered to pay, paid, or agreed to pay any person any fee, commission, percentage, brokerage fee, or gift of any kind contingent upon or in connection with, the award of this Agreement.

13.2 Contractor covenants that no person under its employ who presently exercises any functions or responsibilities on behalf of the City in connection with this Agreement has any personal financial interest, directly or indirectly, with contractors or vendors providing professional services on projects assigned to the Contractor, except as fully disclosed and approved by the City. Contractor further covenants that, in the performance of this Agreement, no person having such conflicting interest shall be employed.

ARTICLE 14 - E-VERIFY

By entering into this Contract, the Contractor is obligated to comply with the provisions of Section 448.095 of the Florida Statutes, as amended, titled "Verification of Employment Eligibility". The Contractor affirms it has registered and uses the E-verify system. This includes but is not limited to utilization of the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of all newly hired employees by the Contractor effective January 1, 2021, and requiring all Subcontractors to provide an affidavit attesting that the Subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. A knowing violation of this requirement by the Contractor shall cause termination of the contract by the City. In the event of such termination the Contractor will not be awarded a City Contract for at least 1 year from the date of such termination. The Contractor will be liable for any additional costs incurred by the City because of such termination. Failure to comply may lead to termination of this Contract, or if a Subcontractor knowingly violates the statute, the subcontract must be terminated immediately. Any challenge to termination under this provision must be filed in the Circuit Court no later than twenty (20) calendar days after the date of termination and the Contractor may be liable for any additional costs incurred by the City resulting from the termination of the Contract. If this Contract is terminated for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of one year after the date of termination. Public and private employers must enroll in the E-Verify System (http://www.uscis.gov/e-verify) and retain the I-9 Forms for inspection. In addition, each Subcontractor hired by the Contractor must provide the Contractor with an Affidavit that the Subcontractor does not employ or contract with unauthorized aliens. The Contractor must retain required Subcontractor Affidavits) on file for the term of this Contract. If the City has a good faith belief that the Contractor is in compliance with this Section, but the Subcontractor has knowingly violated this Section, the City shall promptly notify the Contractor to immediately terminate its contract with the Subcontractor. A termination of the Subcontractor's contract will not be deemed a breach of Contract by the Contractor. The City, the Contractor, or a Subcontractor may file a cause of action with a circuit or county court to challenge a termination under this Section no later than 20 calendar days after the date on which the contract was terminated.

ARTICLE 15 – PUBLIC RECORDS

15.1 All documents developed by Contractor under this Agreement shall be delivered to the City by the Contractor upon completion of the Services and shall become property of the City, without restriction or limitation of its use. The Contractor agrees that all documents generated hereto shall be subject to the applicable provisions of the Public Records Law, under Chapter 119, Florida Statutes.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACTOR, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 305-893-6511, EXT. 12110.

15.1 Contractor understands that the public shall have access, at all reasonable times, to all documents and information pertaining to City contracts, subject to the provisions of Chapter 119, Florida Statutes, and agrees to allow access by the City and the public to all documents subject to disclosure under applicable law.

15.2 Contractor shall keep and maintain public records that ordinarily and necessarily would be required by the City in order to perform the service.

15.3 Upon request from the City's custodian of public records, Contractor shall provide the City with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, as may be amended or revised, or as otherwise provided by law.

15.4 Contractor shall ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of this contract if the Contractor does not transfer the records to the City.

15.5 Upon completion of the Agreement, Contractor shall transfer, at no cost, to the City all public records in the possession of the Contractor or keep and maintain public records required by the City to perform the service. If the Contractor transfers all public records to the City upon completion of this Agreement, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt for public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of this Agreement, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City, upon request from the City's custodian of public records, in a format that is compatible with the information technology systems of the City.

ARTICLE 16 - MISCELLANEOUS PROVISIONS

16.1 No waiver or breach of any provision of this Agreement shall constitute a waiver of any subsequent breach of the same or any other provision hereof, and no waiver shall be effective unless made in writing.

16.2 All representations, indemnifications, warranties and guarantees made in, required by, or given in accordance with this Agreement, as well as all continuing obligations indicated in the Contract Documents, shall survive final payment, completion and acceptance of the Services and termination or completion of the Agreement.

16.3 Should any provision, paragraph, sentence, word or phrase contained in this Agreement be determined by a court of competent jurisdiction to be invalid, illegal or otherwise unenforceable under the laws of the State of Florida, such provision, paragraph, sentence, word or phrase shall be deemed modified to the extent necessary in order to conform with such laws, or if not modifiable, then same shall be deemed severable, and in either event, the remaining terms and provisions of this Agreement shall remain unmodified and in full force and effect or limitation of its use.

16.4 This Agreement and Contract Documents constitute the sole and entire agreement between the Parties. No modification or amendments to this Agreement shall be binding on either Party unless in writing and signed by both Parties.

16.5 This Agreement shall be construed and enforced according to the laws of the State of Florida. Venue in any proceedings between the Parties shall be in Miami-Dade County, Florida.

16.6 The City reserves the right to audit the records of the Contractor covered by this Agreement at any time during the provision of Services and for a period of three years after final payment is made under this Agreement.

16.7 The Contractor agrees to comply with and observe all applicable federal, state, and local laws, rules, regulations, codes and ordinances, as they may be amended from time to time.

16.8 Services shall not be subcontracted, transferred, conveyed, or assigned under this Agreement in whole or in part to any other person, firm or corporation without the prior written consent of the City.

16.9 The City of North Miami is exempt from Federal Excise and State taxes. The applicable tax exemption number or certificate shall be made available upon request.

16.10 The professional Services to be provided by Contractor pursuant to this Agreement shall be non-exclusive, and nothing herein shall preclude the City from engaging other firms to perform Services.

16.11 This Agreement shall be binding upon the Parties herein, their heirs, executors, legal representatives, successors and assigns.

16.12 The Contractor agrees that it shall not discriminate as to race, sex, color, creed, national origin, or disability, in connection with its performance under this Agreement.

16.13 All other terms, conditions and requirements contained in the Solicitation Basic Terms & Conditions, which have not been modified by this Agreement, shall remain in full force and effect.

16.14 In the event of any dispute arising under or related to this Agreement, the prevailing Party shall be entitled to recover all actual attorney fees, costs and expenses incurred by it in connection with that dispute and/or the enforcement of this Agreement, including all such actual attorney fees, costs and expenses at all judicial levels, including appeal, until such dispute is resolved with finality.

16.15 This Agreement may be executed in two or more counterparts, each of which shall constitute an original but all of which, when taken together, shall constitute one and the same Agreement.

[The remainder of this page is intentionally left blank.]

IN WITNESS WHEREOF, the Parties have executed this Agreement by their respective proper officers duly authorized the day and year first written above.

ATTEST:

Corporate Secretary or Witness:

Witnessed By: E-SIGNED by Paola Roder on 2025-03-31 16:21:51 GMT

Witness Name: Paola Roder

Witness Date: March 31, 2025

Sport Surfaces, LLC, a Florida Limited Liability Company,
"**Contractor**":

Signed By: E-SIGNED by Mateo Rivas on 2025-03-31 15:11:49 GMT

Print Name: Mateo Rivas

Signature Date: March 31, 2025

ATTEST:

By: E-SIGNED by Vanessa Joseph on 2025-04-09 21:06:24 GMT

Vanessa Joseph, Esq.
City Clerk

City of North Miami, a Florida municipal corporation,
"**City**":

By: E-SIGNED by Anna-Bo Emmanuel on 2025-04-08 15:36:51 GMT

Anna-Bo Emmanuel, Esq., FRA-RA
Interim City Manager

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

By: E-SIGNED by Jeff Cazeau on 2025-04-08 15:27:11 GMT

Jeff P. H. Cazeau
City Attorney

7011 Wilson Rd. West Palm Beach Fl. 33413

888-423-1120

July 14, 2025

Miami Springs Tennis Courts
401 Westward Dr,
Miami Springs, FL 33166

Thank you for your interest in Sport Surfaces for resurfacing your tennis court.

After assessing your court's current condition, we recommend installing a fiberglass membrane to help prevent the premature return of cracks. Coupled with a four-coat resurfacing system, this approach will restore your court to excellent condition and extend its longevity.

At Sport Surfaces, we believe that the key to success is delivering the right product and service at the right time—offering top quality at competitive prices. Unlike many competitors who provide only a one-year warranty, we proudly back our work with a two-year warranty, reflecting our commitment to excellence.

With over 100 years of combined industry experience, our highly skilled technicians are trained to perform all phases of athletic court construction, resurfacing, and maintenance. We have installed premium athletic courts locally and globally, serving a diverse clientele—from the US Coast Guard to top-ranked players.

Additionally, we offer a full range of sports court equipment, accessories, and lighting solutions to meet all your needs. Please feel free to reach out with any questions or comments. For more information about our services and products, visit our website at www.sportsurfaces.com.

We look forward to the opportunity to work with you. Our reputation and extensive experience ensure you are making the right choice.

Sincerely,

Mateo Rivas

Mateo Rivas

Sport Surfaces, LLC.

7011 Wilson Rd. West Palm Beach Fl. 33413

888-423-1120

PROPOSAL/AGREEMENT

July 14, 2025

CUSTOMER

Miami Springs Tennis Courts
401 Westward Dr,
Miami Springs, FL 33166

Agreement made between Sports Surfaces LLC. Hereinafter called the Contractor , hereinafter called the Customer Miami Springs Tennis Courts for the resurfacing of your (4) tennis court & (4) Pickleball court with respect to the following terms and specifications:

SURFACING OF (4) TENNIS COURT(S) Court Size: (2) batteries 120' x 120' each
The Contractor will pressure clean and power blow court(s) as necessary to remove loose dirt, mildew and oil.
The Contractor will patch depressions greater than 1/16" after 1 hour drying time in sunlight, grind down any ridges as necessary. Depressions are low spots that hold water on the court. Up to 20 gallons of patching material included.
The Contractor will apply fiberglass membrane over the entire court surface using the wet on wet method
Note: court must have a minimum of 1% slope in one plane in order to guarantee removal of water.
The Contractor will apply **(2) Coat of Acrylic Resurfacer** over entire court area to fill voids and provide smooth surface.
The Contractor will apply **(2) Coats of Acrylic Color Concentrate** (two-tone), To provide in depth color over court surface.Color Choice_____
(Colors may be selected by visiting https://sportsurfaces.com/design/surface-color-selector/The Contractor will accurately locate, mark, and paint two inch wide playing lines in accordance with USTA regulations using white textured heavy bodied acrylic latex paint.

SURFACING OF (4) PICKLEBALL COURT(S) Court Size: 60' x 120' each
The Contractor will pressure clean and power blow court(s) as necessary to remove loose dirt, mildew and oil.
The Contractor will patch depressions greater than 1/16" after 1 hour drying time in sunlight, grind down any ridges as necessary. Depressions are low spots that hold water on the court. Up to 10 gallons of patching material included.
The Contractor will apply **(1) Coat of Acrylic Resurfacer** over entire court area to fill voids and provide smooth surface.
The Contractor will apply **(2) Coats of Acrylic Color Concentrate** (two-tone), To provide in depth color over court surface. Color Choice_____
(Colors may be selected by visiting https://sportsurfaces.com/design/surface-color-selector/The Contractor will accurately locate, mark, and paint two inch wide playing lines in accordance with USTA regulations using white textured heavy bodied acrylic latex paint.

~~**OPTIONAL – PLEASE INITIAL TO ORDER**~~
~~**Waste Removal:** Customer will provide dumpster for waste removal or agrees hereby to be billed for waste removal fees. Average Price per dumpster $ 600-$1,000.00 depending on location/service provider.~~
~~Demolition waste removal in "fee". Any other dumpsters needed not included in "fee".~~
~~Dumpster provided by Customer_____ Dumpster provided by Sport Surfaces_____~~

~~**Color Choice Additional Coating:** Light Colors and Red will need a 3rd Coat. ADD $3,400.00_____~~

~~**Pickleball Line Options:** The Contractor will add lines for (1) pickleball court per USPA ADD $ 650.00_____~~
~~Quantity_____~~

~~**Tennis/Pickleball Net:** The Contractor will supply and install (1) new tennis net~~
~~ADD $ 350.00_____Quantity_____~~

~~**Tennis/Pickleball Net Posts:** The Contractor will supply and install (1) pair of tennis net posts into existing sleeves.~~
~~ADD $ 450.00 per pair_____~~

*All prices are in US Dollars. Prices are subject to change after fourteen (14) days. Our bid prices are based upon you providing adequate access and storage areas.

7011 Wilson Rd. West Palm Beach Fl. 33413

888-423-1120

July 14, 2025

Miami Springs Tennis Courts
401 Westward Dr,
Miami Springs, FL 33166

PROVISIONS:
The Customer agrees to pay a 33% due upon acceptance of proposal
The Customer agrees to pay a 33% due upon commencement.
The Customer agrees to balance upon completion of the above-proposed work.

~~GUARANTEE~~
~~The Contractor guarantees all work against defects in workmanship or materials for a **period of (2) years** from date of completion. This guarantee excludes Normal wear and tear, physical abuse or neglect and any other conditions beyond the contractor's control, such as sub base settling, structural cracks, asphalt shrinkage cracks, hydrostatic pressure or water vapor pressure bubbles, intrusion of weeds or grass, etc. Existing cracks may reappear at any time. Proper tennis shoes must be worn on court. Some sneakers, street shoes, dark soled shoes, skateboards, roller blades, etc. will scuff and damage surface. Guarantee shall become void upon owner's failure to adhere and comply with the payment schedule.~~

~~TERMS & CONDITIONS~~
~~CUSTOMER AGREES THAT BY SIGNING THE BELOW CONTRACT THEY AGREE TO ABIDE BY OUR TERMS AND CONDITIONS WHICH CAN BE FOUND BY CLICKING THIS LINK OR CUTTING AND PASTING THIS LINK ONTO THEIR BROWSER: https://sportsurfaces.com/terms-and-conditions/~~

FEE
The Contractor agrees to provide tools, materials, labor, supervision and insurance to complete the above work for a sum of ****** FIFTY-FOUR THOUSAND NINE HUNDRED DOLLARS ($54,900.00) ******

*All prices are in US Dollars. Prices are subject to change after fourteen (14) days. Our bid prices are based upon you providing adequate access and storage areas.

Respectfully submitted by: *Mateo Rivas* - Sports Surfaces LLC.

~~Proposal accepted by: _____ Title: _____ Date: _____~~

AGENDA MEMORANDUM

Meeting Date: September 8, 2025

To: The Honorable Mayor and City Council

Via: JC Jimenez, City Manager

From: Bill Collins, Human Resources Director

Subject: **Resolution —** A Resolution Of The Mayor And City Council Of The City Of Miami Springs, Florida, Approving An Agreement With Brown & Brown Of Florida, Inc. For The City's General, Property, Auto, Workers' Compensation, Cyber, And Other Liability Insurance Coverage In An Amount Not To Exceed $998,489 For Fiscal Year 2025-26; Providing For A Waiver Of Competitive Bidding; Providing For Authorization; And Providing For An Effective Date.

Recommendation:
Staff recommends that the Council renew the City's agreement with Brown & Brown of Florida, Inc. for General, Property, Auto, Workers' Compensation, Cyber, and other liability insurance coverage, and authorize the City Manager to negotiate and execute any necessary agreement(s) in an amount not to exceed $998,489 for Fiscal Year 2025-26, pursuant to Section §31.11(E)(6)(g) of the City Code. **(Requires 4/5 vote)**

Discussion/Analysis:
Staff obtained a renewal quote from Brown & Brown of Florida, Inc., the City's current insurance broker, through the Preferred Governmental Insurance Trust (PGIT). The quoted premium reflects a 3% year-over-year reduction, resulting in a total cost of $998,489 for FY 2025-26. This represents an outstanding outcome for the City, as the figure is nearly identical to the amount paid in FY 2023-24 and remains significantly lower than the alternative quote provided by the Florida League of Cities in 2023.

Funding:
The City will realize a 3% reduction in insurance premiums for FY 2025-26.

RESOLUTION NO. 2025-____

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF MIAMI SPRINGS, FLORIDA, APPROVING AN AGREEMENT WITH BROWN & BROWN OF FLORIDA, INC. FOR THE CITY'S GENERAL, PROPERTY, AUTO, WORKERS' COMPENSATION, CYBER, AND OTHER LIABILITY INSURANCE COVERAGE IN AN AMOUNT NOT TO EXCEED $998,489 FOR FISCAL YEAR 2025-26; PROVIDING FOR A WAIVER OF COMPETITIVE BIDDING; PROVIDING FOR AUTHORIZATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on September 25, 2023, the City Council of the City of Miami Springs (the "City") adopted Resolution No. 2023-4127, selecting Brown & Brown of Florida, Inc. (the "Contractor") for the City's General, Property, Auto, Workers' Compensation, and other liability insurance coverage (the "Services"), and has continued to utilize the Contractor for the Services in subsequent fiscal years as the pricing offered by the Contractor has been in the best interests of the City; and

WHEREAS, the Contractor has provided the City with a proposal ("Proposal") for the Services in the amount of $998,489 for fiscal year 2025-26, which Proposal is attached hereto as Exhibit "A"; and

WHEREAS, the City Manager recommends that the City Council waive the competitive procurement requirements of the City Code pursuant to Section 31-11(E)(6)(g) of the City Code for the Services as being in the best interest of the City; and

WHEREAS, pursuant to Section 31-11(E)(6)(g) of the City Code, the City Council desires to approve the Contractor's Proposal and authorize the City Manager to negotiate and execute an agreement with the Contractor for the Services in an amount not to $998,489 consistent with the Proposal attached hereto as Exhibit "A," and any required or related agreements, amendments, or documents which are required to implement the purposes of this Resolution and the Proposal; and

WHEREAS, the City Council finds that this Resolution is in the best interest and welfare of the residents of the City.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF MIAMI SPRINGS, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The above recitals are confirmed, adopted, and incorporated herein and made a part hereof by reference.

Section 2. Approval; Authorization. That the City Council hereby approves the Contractor's Proposal and authorizes the City Manager to negotiate and execute an agreement with the Contractor in an amount not to exceed $998,489 consistent with the Proposal attached hereto as Exhibit "A." The City Council hereby further authorizes the City Manager to execute any required or related agreements, amendments, or documents which are required to implement the purposes of this Resolution and the Proposal, subject to the approval of the City Attorney as to form, content, and legal sufficiency.

Section 3. Waiver. That the City Council hereby waives the competitive procurement requirements of the City Code pursuant to Section 31-11(E)(6)(g) of the City Code for the Services as being in the best interest of the City.

Section 4. Effective Date. That this Resolution shall be effective immediately upon adoption.

The foregoing Resolution was offered by _____ who moved its adoption. The motion was seconded by _____ and upon being put to a vote, the vote was as follows:

Vice Mayor Jorge Santin	_____
Councilman Joseph Dion	_____
Councilman Orlando Lamas	_____
Councilman Fabian Perez-Crespo	_____
Mayor Dr. Walter Fajet	_____

PASSED AND ADOPTED this 8th day of September, 2025.

_____
DR. WALTER FAJET
MAYOR

ATTEST:

_____
ERIKA GONZALEZ, MMC
CITY CLERK

APPROVED AS TO FORM AND LEGAL SUFFICIENCY
FOR THE USE AND RELIANCE OF THE CITY OF MIAMI SPRINGS ONLY:

_____
WEISS SEROTA HELFMAN COLE & BIERMAN, P.L.
CITY ATTORNEY

Brown & Brown

CITY OF MIAMI SPRINGS

Renewal Meeting

Date: August 21, 2025

2025 Renewal Premium:

Line of Business	Current Carrier	2024 Premium	2025 Renewal	Percent Change
Property	PGIT	$497,712	$414,517	-17%
Liability Package	PGIT	$243,898	$272,536	12%
Cyber Liability	PGIT	$3,847	$4,233	10%
Auto	PGIT	$65,085	$66,359	2%
Workers Compensation	PGIT	$215,640	$239,367	11%
Student Accident	Philadelphia	$1,477	$1,477	0%
		$1,027,659	**$998,489**	**-3%**

Exposure Analysis:

Exposure Analysis			
Line of Coverage	**2024-25**	**2025-26**	**% Change**
General Liability Exposures (ratable payroll)	$6,464,604	$7,502,561	16%
Law Enforcement Liability (# of officers)	47	52	11%
(Police Payroll)	$4,730,909	$4,920,145	4%
Public Officials / EPL (total # of employees)	194	195	1%
(total payroll)	$11,195,315	$12,422,706	11%
Automobile (vehicle count)	106	103	-3%
(reported values)	$4,723,858	$4,171,963	-12%
Inland Marine (scheduled & blanket)	$2,775,207	$2,834,099	2%
Workers Compensation (total payroll)	$11,195,514	$12,422,706	11%

Premium Projections: (provided 6/3)

Line of Business	Carrier	Renewal Date	2024 Premium	2025 Projections	% Change
Property	PGIT	10/1/2025	$497,712	$472,826 - $497,712	(-5%) - 0%
Liability Package	PGIT	10/1/2025	$243,898	$243,898 - $243,898	0% - 7%
Cyber Liability	PGIT	10/1/2025	$3,847	$4,039 - $3,847	5% - 10%
Auto	PGIT	10/1/2025	$65,085	$68,339 - $65,085	4% - 10%
Workers Comp	PGIT	10/1/2025	$215,640	$222,109 - $215,640	3% - 5%
Student Accident	Philadelphia	10/1/2025	$1,477	$1,477 - $1,477	0%
			$1,027,659	**$1,012,689 - $1,027,659**	**(-1%) - 4%**

**Liability includes General Liability E&O, Law Enforcement, Crime, Inland Marine*

**Auto Includes Liability and physical damage*

Brown & Brown

PROPERTY & CASUALTY

Proposal Prepared for City of Miami Springs

Policy Period 10/01/2025 - 10/01/2026

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About Brown & Brown

Brown & Brown was founded in 1939 as a two-partner firm and has risen to become one of the largest insurance brokerages in the world. Powered by a culture that values high performance and perseverance, Brown & Brown is arguably the most efficient operating platform in the insurance brokerage business. With a long-standing history of proven success, Brown & Brown continues to grow and thrive in the extremely competitive and constantly changing insurance industry.

Our Mission

We are dedicated to making a positive difference in the lives of our customers by helping to protect what they value most.

Guiding Principles

We believe in doing what is best for our customers, communities, teammates, carrier partners and shareholders—always. The cornerstones of our organization's guiding principles are people, performance, service and innovation.

Our Culture

Brown & Brown's deeply rooted culture is built on honesty, integrity, innovation, superior capabilities and discipline. Our culture is not built through "big company" messaging; it is created by those who put in the work and remain true to shared values and a commitment to always doing what is best for our customers and our communities.

The cornerstone of our success starts with the tremendous emphasis our leadership team places on making Brown & Brown a great place to work. We don't have employees at Brown & Brown, only teammates, and we are proud to have repeatedly been certified as a Great Place to Work®. As a result, our organization has experienced minimal talent turnover.

We believe that teammates who enjoy their work environment will reflect that enjoyment in their interactions with their customers, resulting in an enhanced customer experience. We put a premium on retaining teammates, allowing our customers to enjoy years of consistent service and strategy execution from the same individuals.

We value creativity in our teammates and encourage the sharing of innovative ideas. Our teams care about each other and contribute meaningfully to our strong, collaborative environment internally. We receive regular compliments from our competitors, customers and the insurance carrier marketplace regarding the caliber of talent and the character of the teammates we recruit and retain. **Local People and Powerful Solutions**

We use our size to benefit our customers through market leverage, scalability and expansive resources. Our global resources are available to support critical items such as regulation changes, pharmacy, international, benefits administration and much more.

We layer our global resources with a local, dedicated service team. This local team delivers a high-touch experience for day-to-day support and long-term strategic planning, granting you the benefits of a leading brokerage without losing the personal, swift support of a local team.

Growth Oriented

Brown & Brown ended 2024 with $4.8B in revenue, with a global presence spanning 18 countries, and growing. Brown & Brown's annual report can be found on our website at https://investor.bbrown.com/annual-reports.

Scalable Solutions

Regardless of your business size or industry, we have the capabilities and experience to support you. From main street businesses to multinational corporations, our extensive specialties span the full spectrum of size and complexity. As you push forward through organic growth, mergers or acquisitions, our teams are equipped to provide you with a strategic path—no matter where you are on your growth journey.

Preparing You for Tomorrow's Risks – Today™

We pride ourselves on combining global strength with local, personalized service. Brown & Brown is proud of our 17,000+ talented teammates spanning 500 locations globally. Through our deep local connections and the resources of a global leader, we take an agile, forward-thinking approach to risk.

We have become a leading insurance brokerage because we view insurance differently and utilize our vast experience and wide-reaching network to deliver superior service and solutions to our customers, both large and small. We believe that our teammates and the relationships they form with our customers are our strengths. Our reputation has been built on a solid foundation of teamwork, strengthened by people who are dedicated to providing the highest degree of service. Our team thanks you for the opportunity to work together. Please find our contact information below.

Service Team

Name	Title	E-mail	Business Phone
Alec Sanchez	Senior Vice President	Alec.Sanchez@bbrown.com	305-714-4528
Amanda Slemaker	Senior Vice President	Amanda.Slemaker@bbrown.com	305-714-4428
Nancye Batista	Senior Account Manager	Nancye.Batista@bbrown.com	305-364-7816
Eduardo Suarez	Account Executive	Eduardo.Suarez@bbrown.com	305-714-4559
Daniel Martinez	Account Manager	Daniel.Martinez@bbrown.com	305-714-4524
Mabel Arias	Account Manager Associate	Mabel.Arias@bbrown.com	305-714-4451
Alyssa Vento	Claims Specialist	Alyssa.Vento@bbrown.com	305-714-4400
Grecia Aleman	Admin Technical Asst	Grecia.Aleman@bbrown.com	305-714-4531

Named Insured

Policy Type	Named Insured
All Lines of Coverage	**City of Miami Springs**

This list includes all the named insureds we presently have on your policies. Should any revisions to this listing be required, please notify our office immediately.

Location(s)

City of Miami Springs
201 Westward Drive Miami Springs, FL 33166

Loc #	Address	City	State	Zip
1	1401 Westward Drive	Miami Springs	FL	33166
2	101 Apache St	Miami Springs	FL	33166
3	501 East Drive	Miami Springs	FL	33166
4	345 N. Poinciana Blvd	Miami Springs	FL	33166
5	261 Westward Drive	Miami Springs	FL	33166
6	650 Curtiss Parkway	Miami Springs	FL	33166
7	201 Westward Drive	Miami Springs	FL	33166
8	401 Westward Drive	Miami Springs	FL	33166
9	Curtiss Parkway - Miami Springs Circle	Miami Springs	FL	33166
10	751 Dove Avenue	Miami Springs	FL	33166
11	61 Hook Square	Miami Springs	FL	33166
12	500 Deer Run	Miami Springs	FL	33166
13	Various Bus Shelter Locations	Miami Springs	FL	33166
14	Corner of Curtiss Parkway & Eldron Drive	Miami Springs	FL	33166
15	North Royal Poinciana Blvd	Miami Springs	FL	33166
16	Westward Drive	Miami Springs	FL	33166
17	142 Curtiss Parkway	Miami Springs	FL	33166
18	100 Curtiss Parkway - Miami Springs Circle	Miami Springs	FL	33166
19	701 North Royal Poinciana Boulevard	Miami Springs	FL	33166
20	500 Ludlum Drive	Miami Springs	FL	33166
21	1244 Ludlum Drive	Miami Springs	FL	33166
22	1900 Ludlum Drive	Miami Springs	FL	33166
23	2500 Ludlum Drive	Miami Springs	FL	33166
24	101 Apache St	Miami Springs	FL	33166
25	1500 LaBaron Drive	Miami Springs	FL	33166
26	45-52 Curtiss Parkway	Miami Springs	FL	33166

What is an Audit?

Policies which use fluctuating values as the exposure basis, i.e.: payroll or sales, are subject to an audit. The company may visit your business to examine your records or ask you to complete a voluntary "mail in" audit. If at the time of the audit your exposures are different from what you estimated at the time your policy was written, you will receive a return premium credit or an additional premium billing.

If you subcontract any work, it is essential that the subcontractor provide you with a Certificate of Insurance indicating that insurance coverage is in place for General Liability, Workers Compensation, and Automobile Liability. If at the time of audit, you do not have evidence of insurance from your subcontractors, you will be charged an additional premium for the payroll of the subcontractor on your policies.

Audits that generate an additional premium are due upon receipt. It is important that you review audits as soon as you receive them and advise us of any discrepancies in the exposures immediately so that we may inform the insurance carrier. If payment of the audit is not received by the insurance company on a timely basis, your coverage may be canceled and could adversely affect the future placement of insurance coverage.

We recommend that you review the actual exposures as compared to your estimated exposures quarterly and advise us of any significant variance.

Property Coverage

Property Coverage		
Coverage Description	**Limit**	**Deductible**
Blanket Value Building & Contents Limit, per attached schedule	**$38,230,801**	$2,500 Per Occurrence - All other perils 5% Per Occurrence - Named Storm subject to minimum of $50,000
Boiler & Machinery	**$38,230,801**	$2,500 Per Occurrence

Schedule of Sublimits – These limits do not increase any other applicable limit of liability

Coverage Description	Limit	Deductible
Flood Limit – Per Occurrence	$1,000,000	$2,500 Per Flood, except zones A,V excess of NFIP whether purchased or not
Excess of NFIP, whether purchased or not		
Earth Movement Limit – Per Occurrence	$5,000,000	$5,000 Per Occurrence
TRIA (Includes Inland Marine if applicable)	$1,000,000	$2,500 Per Occurrence

Extension of Coverage – These limits do not increase any other applicable limit of Liability. Ded. per terms of the Coverage Agreement

Coverage Description	Limit
Accounts Receivable	$500,000
Additional Expense	$1,000,000
Animals (annual aggregate limit)	$40,000
Business Income	$500,000
Buildings Under Construction	If shown on Property Schedule
Debris Removal – limit shown or 25% of loss, whichever is greater, per occurrence	$250,000 or 25% of loss, whichever is greater, per occurrence
Demolition, Ordinance, and ICC	$500,000
Duty to Defend	Included
Errors and Omissions	$250,000
Expediting Expense	$5,000
Fire Department Charges	$25,000
Fungus Cleanup Expense (annual aggregate limit)	$50,000
Lawns, Plants, Trees and Shrubs	$25,000
Leasehold Interest	$0
New Locations	$2,000,000
Personal Property of Employees	$50,000
Pollution Cleanup Expense (annual aggregate limit)	$50,000
Preservation of Property	$250,000
Professional Fees	$ 20,000
Property at Miscellaneous Unnamed Locations	$150,000
Recertification	$10,000
Service Interruption Coverage	$100,000
Transit	$250,000
Vehicle Property Coverage	$0

Deductible applies per the terms of the Coverage Agreement

Property and Extensions of Coverage include, but are not limited to the following exclusions:

- Electronic Data
- Electronic Date Recognition
- Asbestos
- Pollution
- Fungus
- War, Nuclear
- Terrorism
- Earthquake

Property Schedule

Loc #	Description	Address	Const Type	Eff. Date	Term. Date	Building Value	Contents Value
001	Recreation Center	1401 Westward Drive, Miami Springs, FL 33166	111 - MNC	10/01/2025	10/01/2026	$9,348,000	$550,000
002	Pool and Aquatic Center	1401 Westward Drive, Miami Springs, FL 33166	119 - JM	10/01/2025	10/01/2026	$1,212,300	$20,000
003	Gen.: Rec. Center: 200 kW: Generac: Nat. Gas	1401 Westward Drive, Miami Springs, FL 33166	244 - Mec. Equip.	10/01/2025	10/01/2026	$161,700	$0
004	Restrooms/Pool Room	1401 Westward Drive, Miami Springs, FL 33166	119 - JM	10/01/2025	10/01/2026	$631,200	$25,000
005	Concession Stand: Aquatic Center	1401 Westward Drive, Miami Springs, FL 33166	119 - JM	10/01/2025	10/01/2026	$95,800	$15,000
006	Water Slide: Pool: 34 ft: Fiberglass	1401 Westward Drive, Miami Springs, FL 33166	102 - PITO	10/01/2025	10/01/2026	$234,800	$0
007	Large Shade Structure: Aquatic Center: 38 ft x 24 ft: Fabric/Metal	1401 Westward Drive, Miami Springs, FL 33166	102 - PITO	10/01/2025	10/01/2026	$34,000	$0
008	Slide Funbrella: Aquatic Center: 20 ft	1401 Westward Drive, Miami Springs, FL 33166	102 - PITO	10/01/2025	10/01/2026	$5,100	$0
009	Gen.: Aquatic Center: 70 kW Stamford: LPG	1401 Westward Drive, Miami Springs, FL 33166	244 - Mech. Equip.	10/01/2025	10/01/2026	$81,500	$0
010	Pool: Outdoor	1401 Westward Drive, Miami Springs, FL 33166	223 - On Gr. Liq. Stg Tank	10/01/2025	10/01/2026	$432,000	$0
011	Fence: Baseball: 8 ft, 10 ft & 12 ft: Chain Link	101 Apache Street, Miami Springs, FL 33166	102 - PITO	10/01/2025	10/01/2026	$63,700	$0
012	Lights (12): Baseball: 45 ft & 60 ft: Concrete	101 Apache Street, Miami Springs, FL 33166	243 – Elec. Equipment	10/01/2025	10/01/2026	$192,400	$0
013	Backstops (2): Baseball: 15 ft: Metal	101 Apache Street, Miami Springs, FL 33166	102 - PITO	10/01/2025	10/01/2026	$25,200	$0
014	Generator: Senior Center: 150 kW: MTU: Natural Gas	101 Apache Street, Miami Springs, FL 33166	244 - Mech. Equip.	10/01/2025	10/01/2026	$135,900	$0
015	Playground Equipment (3): Composite & Metal	101 Apache Street, Miami Springs, FL 33166	102 - PITO	10/01/2025	10/01/2026	$294,400	$0
016	Shade Struct.: Playground: 30 ft x 45 ft: Fabric/Metal	101 Apache Street, Miami Springs, FL 33166	102 - PITO	10/01/2025	10/01/2026	$99,300	$0
017	Canopy: Playground: 30 ft x 28 ft: Fabric/Metal	101 Apache Street, Miami Springs, FL 33166	102 - PITO	10/01/2025	10/01/2026	$31,300	$0
018	Equip. Storage Shed (equip. bldg. 10x20)	101 Apache Street, Miami Springs, FL 33166	152 - NC	10/01/2025	10/01/2026	$6,500	$5,000
019	Storage Shed (equip. storage 10x20)	101 Apache Street, Miami Springs, FL 33166	152 - NC	10/01/2025	10/01/2026	$6,500	$5,000
020	Recreation Office & Storage	501 East Drive, Miami Springs, FL 33166	119 - JM	10/01/2025	10/01/2026	$197,200	$0
021	Restrooms/Concessions Building	501 East Drive, Miami Springs, FL 33166	119 - JM	10/01/2025	10/01/2026	$110,600	$2,500
022	Fence:Baseball/Soccer: 6 ft & 8 ft: Metal	501 East Drive, Miami Springs, FL 33166	102 - PITO	10/01/2025	10/01/2026	$60,100	$0
023	Lights (12): Baseball: 55 ft & 65 ft: Poles	501 East Drive, Miami Springs, FL 33166	243 – Elec. Equipment	10/01/2025	10/01/2026	$279,900	$0
024	Dugout Shelters: Baseball: Metal	501 East Drive, Miami Springs, FL 33166	102 - PITO	10/01/2025	10/01/2026	$67,500	$0
025	Backstops (2): base.: 15 ft & 18 ft: Metal	501 East Drive, Miami Springs, FL 33166	102 - PITO	10/01/2025	10/01/2026	$25,200	$0
026	Multi-Play Structure: Metal & Plastic	501 East Drive, Miami Springs, FL 33166	102 - PITO	10/01/2025	10/01/2026	$71,201	$0

	Canopies (2):						
027	Playground: Fabric/Metal	501 East Drive, Miami Springs, FL 33166	102 - PITO	10/01/2025	10/01/2026	$66,100	$0
028	Public Works Administration Building	345 N. Poinciana Blvd, Miami Springs, FL 33166	111 - MNC	10/01/2025	10/01/2026	$356,400	$50,500
029	Repair Garage	345 N. Poinciana Blvd, Miami Springs, FL 33166	111 - MNC	10/01/2025	10/01/2026	$565,800	$103,900
030	Stock Room Building (Includes 004007)	345 N. Poinciana Blvd, Miami Springs, FL 33166	111 - MNC	10/01/2025	10/01/2026	$538,500	$50,000
031	Fuel Pump Station	345 N. Poinciana Blvd, Miami Springs, FL 33166	251 Pump/Lift Station	10/01/2025	10/01/2026	$43,500	$0
032	Community Policing Office	261 Westward Drive, Miami Springs, FL 33166	119 - JM	10/01/2025	10/01/2026	$0	$75,000
033	Golf & Country Club Clubhouse	650 Curtiss Parkway, Miami Springs, FL 33166	119 - JM	10/01/2025	10/01/2026	$3,035,400	$200,000
034	Maintenance Building	650 Curtiss Parkway, Miami Springs, FL 33166	111 - MNC	10/01/2025	10/01/2026	$602,000	$99,100
035	Tank: Maintenance: Fuel Storage	650 Curtiss Parkway, Miami Springs, FL 33166	223 - On Gr. Liq. Stg Tank	10/01/2025	10/01/2026	$25,800	$0
036	West Irrigation Pump (Above Ground & Vaulted Equip)	650 Curtiss Parkway, Miami Springs, FL 33166	251 - Pump /Lift Station	10/01/2025	10/01/2026	$155,700	$0
037	West Restrooms Building	650 Curtiss Parkway, Miami Springs, FL 33166	119 - JM	10/01/2025	10/01/2026	$132,400	$0
038	Chemical Storage Building	650 Curtiss Parkway, Miami Springs, FL 33166	131 - FR	10/01/2025	10/01/2026	$174,100	$45,000
039	Lights (5): Golf Range: 50ft: Concrete Poles	650 Curtiss Parkway, Miami Springs, FL 33166	243 – Elec. Equipment	10/01/2025	10/01/2026	$124,800	$0
040	Fence: Maintenance: 12 ft: Chain Link	650 Curtiss Parkway, Miami Springs, FL 33166	102 - PITO	10/01/2025	10/01/2026	$36,400	$0
041	East Restrooms Building	650 Curtiss Parkway, Miami Springs, FL 33166	119 - JM	10/01/2025	10/01/2026	$46,400	$0
042	Lost & Found Shed (10x16 building)	650 Curtiss Parkway, Miami Springs, FL 33166	152 - NC	10/01/2025	10/01/2026	$7,500	$6,500
043	City Hall	201 Westward Drive, Miami Springs, FL 33166	119 - JM	10/01/2025	10/01/2026	$4,129,400	$549,600
044	Generator: 300 kW: Caterpillar: Diesel	201 Westward Drive, Miami Springs, FL 33166	244 - Mech. Equip.	10/01/2025	10/01/2026	$213,400	$0
045	Library	401 Westward Drive, Miami Springs, FL 33166	119 - JM	10/01/2025	10/01/2026	$767,300	$400,000
046	Tennis Court Pro Shop	401 Westward Drive, Miami Springs, FL 33166	119 - JM	10/01/2025	10/01/2026	$31,500	$0
047	Fence: Tennis: 10 ft: Chain Link	401 Westward Drive, Miami Springs, FL 33166	102 - PITO	10/01/2025	10/01/2026	$46,700	$0
048	Gazebo: Wood	Curtiss Parkway-Miami Springs Circle, Miami	102 - PITO	10/01/2025	10/01/2026	$54,700	$0
049	Bathroom/Concessions Building	751 Dove Avenue, Miami Springs, FL 33166	119 - JM	10/01/2025	10/01/2026	$96,200	$5,000
050	Old Bathroom Building	751 Dove Avenue, Miami Springs, FL 33166	119 - JM	10/01/2025	10/01/2026	$28,800	$0
051	Storage Shed	751 Dove Avenue, Miami Springs, FL 33166	119 - JM	10/01/2025	10/01/2026	$3,000	$2,500
052	Backstop: Baseball: 14 ft: Metal	751 Dove Avenue, Miami Springs, FL 33166	102 - PITO	10/01/2025	10/01/2026	$63,000	$0
053	Fence: 4 ft, 5 ft, 6 ft, 7 ft: Chain Link	751 Dove Avenue, Miami Springs, FL 33166	102 - PITO	10/01/2025	10/01/2026	$42,300	$0
054	Playground	751 Dove Avenue, Miami	102 - PITO	10/01/2025	10/01/2026	$49,100	$0

	Equipment: Metal & Plastic	Springs, FL 33166					
055	Shade Structure: Dog Park: 14 ft x 14 ft: Fabric/Metal	751 Dove Avenue, Miami Springs, FL 33166	102 - PITO	10/01/2025	10/01/2026	$18,200	$0
056	Yacht Basin Storage	61 Hook Square, Miami Springs, FL 33166	119 - JM	10/01/2025	10/01/2026	$17,100	$3,500
057	Building Yacht Basin Pump House	61 Hook Square, Miami Springs, FL 33166	251 -Pump /Lift Station	10/01/2025	10/01/2026	$79,600	$0
058	Curtiss Mansion	500 Deer Run, Miami Springs, FL 33166	119 - JM	10/01/2025	10/01/2026	$4,500,000	$0
059	Bus Shelters (7): 12 ft x 5 ft: Metal	NW 36 Street, Chippewa, Apache, DeSoto Drive	102 - PITO	10/01/2025	10/01/2026	$41,200	$0
060	Golf East Irrigation Pump Station	Corner of Curtiss Parkway & Eldron Dr, Miami Springs, FL 33166	251 - Pump/Lift Station	10/01/2025	10/01/2026	$185,700	$0
061	Lights (94): North Royal Path.: 15 ft: Steel Pole	North Royal Poinciana Blvd,	243 – Elec. Equip.	10/01/2025	10/01/2026	$517,000	$0
062	Lights (34): Westward Street: 30 ft: Steel	Westward Drive, Miami Springs, FL 33166	243 – Elec. Equipment	10/01/2025	10/01/2026	$340,000	$0
063	Curtiss Memorial	142 Curtiss Parkway, Miami Springs, FL 33166	102 - PITO	10/01/2025	10/01/2026	$54,700	$0
064	Town Clock :16 ft: Metal	100 Curtiss Parkway-Miami Springs Circle,	102 - PITO	10/01/2025	10/01/2026	$40,200	$0
065	Tiki Hut: Boat Ramp: 10 ft x 15 ft: Wood	701 North Royal Poinciana Blvd, Miami	257Waterfront Struct.	10/01/2025	10/01/2026	$9,900	$0
066	Tiki Hut: 10 ft x 15 ft: Wood	500 Ludlum Drive, Miami Springs, FL 33166	102 - PITO	10/01/2025	10/01/2026	$9,900	$0
067	Tiki Hut: 10 ft x 15 ft: Wood	1244 Ludlum Drive, Miami Springs, FL 33166	102 - PITO	10/01/2025	10/01/2026	$9,900	$0
068	Tiki Hut: 10 ft x 15 ft: Wood	1900 Ludlum Drive, Miami Springs, FL 33166	102 - PITO	10/01/2025	10/01/2026	$9,900	$0
069	Tiki Hut: 10 ft x 15 ft: Wood	2500 Ludlum Drive, Miami Springs, FL 33166	102 - PITO	10/01/2025	10/01/2026	$9,900	$0
070	New Senior Center	101 Apache Street, Miami Springs, FL 33166	111 - MNC	10/01/2025	10/01/2026	$3,657,800	$1,000,000
071	Ragan Park Playground	1500 LaBaron Drive, Miami Springs, FL 33166	102 - PITO	10/01/2025	10/01/2026	$92,600	$0
072	Lights (3): Pedes. CW: 15 ft: Steel	45-52 Curtiss Parkway, Miami Springs, FL 33166	243 – Elec. Equipment	10/01/2025	10/01/2026	$18,600	$0
073	Prop. in the Open	1401 Westward Drive,	102 - PITO	10/01/2025	10/01/2026	$66,000	$0
					Total	$35,017,701	$3,213,100
					TIV	**$38,230,801**	

Values insured are ultimately chosen by the client

Note: Only limited coverage applies to outdoor fences, radio and TV antennas including satellite dishes, detached signs, trees, shrubs and plants, unless specifically scheduled on the policy.

• During the proposed Coverage Agreement period, we will not charge an additional premium for new locations if the location is acquired after the inception date of the Coverage Agreement. If the newly added location was owned or acquired prior to the inception date of the Coverage Agreement then additional annual premium will be invoiced by endorsement. For two year coverage periods, additional premium will be charged on the second annual installment for locations added during the first year of the coverage agreement.

Inland Marine

Inland Marine Coverage	
Coverage Description	**Limit**
Blanket Unscheduled Inland Marine	$1,000,000
(Subject to $25,000 any one item; excludes Watercraft)	
Scheduled Inland Marine	$1,834,099
Total All Inland Marine	$2,834,099

Item #	Description	Serial Number	Classification Code	Effective Date / Term Date	Value	Ded.
001	Blanket Inland Marine		Blanket Unscheduled	10/01/2025 / 10/01/2026	$1,000,000	$500
002	Reelmaster 5400D	223	Contractor's / Mobile Equipment - ACV	10/01/2025 / 10/01/2026	$26,794	$500
003	GR3100-18hp, GR3000 C/U 11 Bl.SPA, GM3000 Wiehle Rollers		Contractor's / Mobile Equipment - ACV	10/01/2025 / 10/01/2026	$52,498	$1,000
004	04' Johnson Engine	427	Contractor's / Mobile Equipment - ACV	10/01/2025 / 10/01/2026	$2,375	$500
005	95' Tractor Front Loader	3190	Contractor's / Mobile Equipment - ACV	10/01/2025 / 10/01/2026	$30,000	$500
006	05' Toro Groundsmaster Mower	320	Contractor's / Mobile Equipment - ACV	10/01/2025 / 10/01/2026	$40,850	$500
007	05' Toro 5700D Mower	133	Contractor's / Mobile Equipment - ACV	10/01/2025 / 10/01/2026	$29,052	$500
008	2006 John Deere 4WD Backhoe	9634	Contractor's / Mobile Equipment - ACV	10/01/2025 / 10/01/2026	$59,815	$1,000
009	GM3500D W/Std Seat	126	Contractor's / Mobile Equipment - ACV	10/01/2025 / 10/01/2026	$26,627	$500
010	Two (2) Greenmasters	3150	Contractor's / Mobile Equipment - ACV	10/01/2025 / 10/01/2026	$46,830	$500
011	09 Bobcat Skid Steer Loader	I609	Contractor's / Mobile Equipment - ACV	10/01/2025 / 10/01/2026	$32,594	$500
012	09 John Deere Landscape Loader	193	Contractor's / Mobile Equipment - ACV	10/01/2025 / 10/01/2026	$64,911	$1,000
013	09 JD 7700 Precision Cut	2	Contractor's / Mobile Equipment - ACV	10/01/2025 / 10/01/2026	$37,649	$500
014	RSE Base Loader	7526	Contractor's / Mobile Equipment - ACV	10/01/2025 / 10/01/2026	$123,000	$1,000
015	Greenmaster Mower	1416	Contractor's / Mobile Equipment - ACV	10/01/2025 / 10/01/2026	$28,998	$500
016	GM 4700-D	223	Contractor's / Mobile Equipment - ACV	10/01/2025 / 10/01/2026	$64,862	$1,000
017	Reelmaster 7000-D	122	Contractor's / Mobile Equipment - ACV	10/01/2025 / 10/01/2026	$46,920	$500
018	Reelmaster 7000-D	138	Contractor's / Mobile Equipment - ACV	10/01/2025 / 10/01/2026	$46,920	$500
019	New Rake O Vac	182	Contractor's / Mobile Equipment - ACV	10/01/2025 / 10/01/2026	$29,736	$500
020	Multi Pro 5800	216	Contractor's / Mobile Equipment - ACV	10/01/2025 / 10/01/2026	$35,413	$500
021	2015 John Deere 310SL Backhoe		Contractor's / Mobile Equipment - ACV	10/01/2025 / 10/01/2026	$79,526	$1,000
022	Groundsmaster 3500 D Mower	141	Contractor's / Mobile Equipment - ACV	10/01/2025 / 10/01/2026	$30,363	$1,000
023	MP5800-G w/Excelarate Sprayer	9278	Contractor's / Mobile	10/01/2025	$52,243	$1,000

			Equipment - ACV	10/01/2026		
024	Reelmaster 7000/5 Blades	9750	Contractor's / Mobile Equipment - ACV	10/01/2025 10/01/2026	$79,489	$1,000
025	Groundmaster 4500-D	410	Contractor's / Mobile Equipment - ACV	10/01/2025 10/01/2026	$64,495	$1,000
026	Groundmaster 4500-D	412	Contractor's / Mobile Equipment - ACV	10/01/2025 10/01/2026	$64,495	$1,000
027	Toro Greenmaster 31500	3562/Blade	Contractor's / Mobile Equipment - ACV	10/01/2025 10/01/2026	$30,313	$500
028	Toro Greenmaster 31501	3588/Blade	Contractor's / Mobile Equipment - ACV	10/01/2025 10/01/2026	$30,313	$500
029	Toro Greenmaster 31502	7319/Blade	Contractor's / Mobile Equipment - ACV	10/01/2025 10/01/2026	$30,313	$500
030	Toro Greenmaster 31503	7301/Blade	Contractor's / Mobile Equipment - ACV	10/01/2025 10/01/2026	$30,313	$500
031	Toro 1750 Multipro Sprayer	41188-402965033	Contractor's / Mobile Equipment - ACV	10/01/2025 10/01/2026	$36,760	$500
032	Club Car Driving Range Picker	MC2420-551187	Contractor's / Mobile Equipment - ACV	10/01/2025 10/01/2026	$12,955	$500
033	2005 Kubota Tractor	10249	Contractor's / Mobile Equipment - ACV	10/01/2025 10/01/2026	$26,995	$500
034	2018 Toro Rough Mower 5 Blade 1	30881-403360412	Contractor's / Mobile Equipment - ACV	10/01/2025 10/01/2026	$45,000	$500
035	2018 Toro Rough Mower 5 Blade 2	30881-403360410	Contractor's / Mobile Equipment - ACV	10/01/2025 10/01/2026	$45,000	$500
036	2015 Groundsmaster	30807-316000141	Contractor's / Mobile Equipment - ACV	10/01/2025 10/01/2026	$28,000	$500
037	2018 Fairway Reelmaster 1	03780-403349750	Contractor's / Mobile Equipment - ACV	10/01/2025 10/01/2026	$37,500	$500
038	2018 Fairway Reelmaster 2	03780-403349749	Contractor's / Mobile Equipment - ACV	10/01/2025 10/01/2026	$37,500	$500
039	2018 Multi Pro 5800G	41394-403389278	Contractor's / Mobile Equipment - ACV	10/01/2025 10/01/2026	$60,000	$1,000
040	2006 John Deere 310SG	901523	Contractor's / Mobile Equipment - ACV	10/01/2025 10/01/2026	$39,500	$500
041	2005 Kubota Tractor	10700	Contractor's / Mobile Equipment - ACV	10/01/2025 10/01/2026	$26,995	$500
042	West Pump Well 4	577874	Contractor's / Mobile Equipment - ACV	10/01/2025 10/01/2026	$30,000	$500
043	East Pump Well 2 & 3		Contractor's / Mobile Equipment - ACV	10/01/2025 10/01/2026	$30,000	$500
044	02' Lowe Aluminum Boat	C202	Watercraft - ACV	10/01/2025 10/01/2026	$1,295	$500
045	Generac Generator	MDG100DF4	Contractor's / Mobile Equipment - ACV	10/01/2025 10/01/2026	$58,892	$500

Unscheduled Blanket: Subject to $25,000 Maximum Per Item, Excluding Watercraft

Causes of Loss:

Special Form: Excluding Flood and Earthquake/Earth Movement

Deductible:

Per Schedule Above, AOP and Named Storm as per below:

Inland Marine Named Storm Deductible: 5% per Occurrence per Covered Equipment/Item subject to $50,000 minimum per Occurrence. For any Blanket coverage listed on the applicable Inland Marine Schedule, the Deductible shall be calculated based upon the total Insured Value, not on the per item value. For individually scheduled inland marine items, the deductible is calculated based upon the scheduled value of the item.

Business Auto

Automobile			
Coverage	**Symbol**		**Deductible**
Liability	1	$1,000,000	$0
Personal Injury Protection	5	Statutory	$0
Added PIP	N/A	Not Included	N/A
Auto Medical Payments	N/A	N/A	N/A
Uninsured/ Underinsured Motorist	2	$100,000	N/A
Physical Damage Comprehensive Coverage	2, 8	Actual cash value or cost of repair, whichever is less, minus deductible. Hired Comprehensive limit: $50,000	Per attached schedule Hired deductible: $1,000
Physical Damage Collision Coverage	2, 8	Actual cash value or cost of repair, whichever is less, minus deductible. Hired Collision limit: $50,000	Per attached schedule Hired deductible: $1,000
Garagekeepers Comprehensive Coverage	N/A	Actual cash value or cost of repair, whichever is less, minus deductible, for each covered auto per attached locations schedule, but no deductible applies to loss caused by fire or lightning.	N/A
Garagekeepers Collision Coverage	N/A	Actual cash value or cost of repair, whichever is less, minus deductible, for each covered auto per attached locations schedule.	N/A

Automobile Symbols

1	Any “Auto”
2	Owned “Autos” Only
3	Owned private passenger “Autos” Only
4	Owned “Autos” other than private passenger “Autos” Only
5	Owned “Autos” subject to No-Fault
6	Owned “Autos” subject to a Compulsory Uninsured Motorist Law
7	Scheduled “Autos” Only
8	Hired “Autos” Only
9	Non-owned “Autos” Only
30	“Autos” left with you for service, repair, storage, or safekeeping

These are abbreviated descriptions. A Full description of symbols is included in the coverage agreements

Business Auto Schedule

Unit#	Make	Model/Description	Department	AL Eff	Comp Ded	Comp Eff	Comp Term	Value
	Year	VIN #	Vehicle Type	AL Term	Coll Ded	Coll Eff	Coll Term	Valuation Type
001	Ford	F550	Sanitation	10/1/2025	$1,000	10/1/2025	10/1/2026	$19,900
	2002	1FDAF56S34EC37210	Heavy Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
002	International	Bucket Truck	Sanitation	10/1/2025	$1,000	10/1/2025	10/1/2026	$29,000
	2001	1HTSCABN01H391428	Heavy Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
003	International	Flatbed Truck	Sanitation	10/1/2025	$1,000	10/1/2025	10/1/2026	$25,000
	2000	1HTSCABL1YH291864	Heavy Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
004	International	Flatbed Truck	Sanitation	10/1/2025	$1,000	10/1/2025	10/1/2026	$25,000
	2001	1HTSCABL51H313905	Heavy Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
005	Chevrolet	Impala	IT	10/1/2025	$1,000	10/1/2025	10/1/2026	$3,060
	2004	2G1WF52EX49283218	PPT	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
006	Ford	F150	Sanitation	10/1/2025	$1,000	10/1/2025	10/1/2026	$7,750
	2004	1FTRW12W74KC35258	Light Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
007	Ford	F250	Sanitation	10/1/2025	$1,000	10/1/2025	10/1/2026	$12,025
	2004	1FDNF20L34EC37208	Light Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
008	Chevrolet	Colorado	Sanitation	10/1/2025	$1,000	10/1/2025	10/1/2026	$8,650
	2005	1GCCS196258250322	Light Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
009	Ford	F250 SD	Sanitation	10/1/2025	$1,000	10/1/2025	10/1/2026	$10,000
	2007	1FTNF20577EA95807	Light Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
010	Bluebird	66 Pass Bus	Parks & Rec	10/1/2025	$1,000	10/1/2025	10/1/2026	$50,000
	2008	1BAKFCPA38F252920	Bus >20 Pass	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
011	Dodge	Ram 1500	Sanitation	10/1/2025	$1,000	10/1/2025	10/1/2026	$8,250
	2009	1D3HB16K49J512466	Light Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
012	Dodge	Ram 1500	Sanitation	10/1/2025	$1,000	10/1/2025	10/1/2026	$8,250
	2009	1D3HB16K69J512467	Light Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
013	Ford	Bucket Truck	Sanitation	10/1/2025	$1,000	10/1/2025	10/1/2026	$19,995
	2005	1FDAF56P75EC94605	Heavy Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
014	Chevrolet	Silverado 2WD		10/1/2025	$1,000	10/1/2025	10/1/2026	$7,500
	2009	1GCEC19C99Z255920	Light Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
015	Ford	Explorer	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$7,225
	2010	1FMEU6DE8AUA36639	Light Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
016	Auto Car	Garbage Truck	Sanitation	10/1/2025	$1,000	10/1/2025	10/1/2026	$60,000
	2010	5VCA3RHE5AH210678	Garbage Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
017	Ford	Ranger	Parks & Rec	10/1/2025	$1,000	10/1/2025	10/1/2026	$11,625
	2010	1FTKR1AD2APA60201	Light Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
018	Dodge	Charger	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$10,800
	2013	2C3CDXAG6DH619679	PPT	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
019	Ford	F150	Sanitation	10/1/2025	$1,000	10/1/2025	10/1/2026	$10,600
	2013	1FTMF1CM7DKF37883	Light Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
020	Freightliner	Vac-Con Truck	Stormwater	10/1/2025	$1,000	10/1/2025	10/1/2026	$235,000
	2014	1FVAG3CYXEHFK9524	Heavy Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
021	Ford	F150	Sanitation	10/1/2025	$1,000	10/1/2025	10/1/2026	$10,600
	2013	1FTMF1CM9DKF37884	Light Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
022	Volvo	Garbage Truck	Sanitation	10/1/2025	$1,000	10/1/2025	10/1/2026	$120,000
	2014	5VCA3RVE1EH216844	Garbage Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
023	Volvo	Garbage Truck	Sanitation	10/1/2025	$1,000	10/1/2025	10/1/2026	$120,000
	2014	5VCA3RVE3EH216845	Garbage Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
024	Dodge	Charger	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$10,050
	2014	2C3CDXAG6EH205951	PPT	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
025	Ford	Explorer	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$11,530
	2015	1FM5K8AR7FGC08478	Light Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
026	Ford	Explorer Police	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$15,330
	2016	1FM5K8AR0GGC41811	Police Car	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
027	Ford	Explorer	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$15,330

	2016	1FM5K8AR5GGC61312	Light Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
028	Freightliner	M2 106 Crane	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$100,000
	2017	1FVACXCY7HHHV6631	Heavy Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
029	Ford	Explorer Police	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$15,330
	2016	1FM5K8ARXGGC62228	Police Car	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
030	Other	PW Trailer	Streets	10/1/2025	$1,000	10/1/2025	10/1/2026	$11,000
	2016	4K1BP1629GF001490	Trailer -No Chr	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
031	Freightliner	Garbage Truck		10/1/2025	$1,000	10/1/2025	10/1/2026	$100,000
	2017	1FVACXCY9HHHV6632	Garbage Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
032	Dodge	Ram 1500		10/1/2025	$1,000	10/1/2025	10/1/2026	$14,640
	2016	3C6JR6AT9GG270220	Light Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
033	Ford	Taurus Police	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$11,250
	2017	1FAHP2D81HG105598	Police Car	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
034	Ford	Silverado	Parks & Rec	10/1/2025	$1,000	10/1/2025	10/1/2026	$23,500
	2017	1GCNCNEH1HZ229416	Light Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
035	Ford	Taurus Police	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$11,250
	2017	1FAHP2D8XHG105597	Police Car	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
036	Ford	F750	Sanitation	10/1/2025	$1,000	10/1/2025	10/1/2026	$59,500
	2017	1FDXF7DX8HDB05821	Heavy Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
037	Ford	F750	Sanitation	10/1/2025	$1,000	10/1/2025	10/1/2026	$59,500
	2017	1FDXF7DXXHDB05822	Heavy Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
038	Ford	Taurus	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$11,250
	2015	1FAHP2D86HG105595	PPT	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
039	Ford	Transit Van	Bld. MGNT	10/1/2025	$1,000	10/1/2025	10/1/2026	$18,600
	2017	1FTYR2CM0HKB37054	Bus >20 Pass	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
040	Ford	Fusion	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$12,000
	2018	3FA6P0G74JR117953	PPT	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
041	Ford	Fusion	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$12,000
	2018	3FA6P0G76JR117954	PPT	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
042	Ford	Fusion S		10/1/2025	$1,000	10/1/2025	10/1/2026	$12,000
	2018	3FA6P0G72JR117952	PPT	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
043	Ford	Fusion S FWD	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$12,000
	2018	3FA6P0G70JR156331	PPT	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
044	Ford	F150	Streets	10/1/2025	$1,000	10/1/2025	10/1/2026	$25,250
	2018	1FTEW1CB1JFB72625	Light Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
045	Ford	F350	Parks & Rec.	10/1/2025	$1,000	10/1/2025	10/1/2026	$35,500
	2017	1FDEE3F61HDC52778	Medium Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
046	Ford	Interceptor	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$18,200
	2018	1FAHP2L80JG140835	PPT	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
047	Ford	Explorer	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$17,300
	2018	1FM5K7B81JGC74307	Light Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
048	Dodge	Charger	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$19,175
	2019	2C3CDXAG5KH547600	PPT	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
049	Dodge	Charger	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$19,175
	2019	2C3CDXAG0KH547598	PPT	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
050	Ford	Explorer	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$18,750
	2019	1FM5K8AR7KGA12793	Light Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
051	Chevrolet	Tahoe	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$25,200
	2019	1GNLCDEC1KR338883	Light Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
052	Chevrolet	Tahoe	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$25,200
	2019	1GNLCDEC1KR336857	Light Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
053	Chevrolet	Tahoe	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$25,200
	2019	1GNLCDEC9KR342082	Light Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
054	Chevrolet	Tahoe	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$25,200
	2019	1GNLCDEC6KR338510	Light Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
055	Chevrolet	Tahoe	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$25,200
	2019	1GNLCDEC1KR337877	Light Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
056	Chevrolet	Tahoe	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$25,200

	2019	1GNLCDEC2KR336835	Light Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
057	Chevrolet	Tahoe	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$25,200
	2019	1GNLCDECXKR343399	Light Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
058	Chevrolet	Tahoe	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$25,200
	2019	1GNLCDEC1KR342478	Light Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
059	Chevrolet	Tahoe	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$25,200
	2019	1GNLCDEC8KR343899	Light Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
060	Ford	Police Interceptor	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$18,250
	2019	1FAHP2L80KG117752	Police Car	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
061	Ford	F750 Garbage Truck	Sanitation	10/1/2025	$1,000	10/1/2025	10/1/2026	$70,000
	2018	1FDXF7DC8JDF01556	Garbage Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
062	Ford	F150	Code Enf	10/1/2025	$1,000	10/1/2025	10/1/2026	$28,970
	2021	1FTMF1CB5MKE25453	Light Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
063	Chevrolet	Tahoe	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$43,980
	2021	1GNSCLED9MR467892	Light Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
064	Ford	Crown Victoria	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$4,750
	2005	2FAFP71W15X101130	PPT	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
065	Ford	Crown Victoria	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$5,330
	2008	2FAFP71V28X122497	PPT	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
066	Ford	F150	Parks & Rec.	10/1/2025	$1,000	10/1/2025	10/1/2026	$45,100
	2022	1FTMF1CB4NKD99705	Light Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
067	Ford	Explorer Police	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$21,430
	2021	1FM5K8AB2MGB53390	Police Car	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
068	Ford	Explorer Police	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$27,000
	2022	1FM568AB9NGA49920	Police Car	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
069	Ford	F150	Code Enf	10/1/2025	$1,000	10/1/2025	10/1/2026	$30,450
	2022	1FTMF1CB2NKF07108	Light Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
070	Ford	Explorer	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$27,000
	2022	1FM5K8AB3NGC06969	Light Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
071	Dodge	Charger	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$25,175
	2023	2C3CDXAT8PH543156	Parks. & Rec.	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
072	Ford	F150	Parks. & Rec.	10/1/2025	$1,000	10/1/2025	10/1/2026	$40,775
	2023	1FTMF1CB2PKG02612	Light Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
073	Other	Vera Tl Mess. Sign	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$2,950
	2009	2S9US41239S132451	Trailer	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
074	International	Peter. Intl. Trash Crane	Sanitation	10/1/2025	$1,000	10/1/2025	10/1/2026	$20,000
	2010	1HTMMAAN1AH277526	Heavy Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
075	Dodge	Durango Pursuit 4D	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$16,100
	2020	1C4RDJFG9LC342569	Police Car	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
076	Chevrolet	Tahoe	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$43,980
	2021	1GNSCLED4MR286201	Police Car	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
077	Ford	F150	Code Enf	10/1/2025	$1,000	10/1/2025	10/1/2026	$39,900
	2023	1FTMF1CB8PKE68379	Police Car	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
078	Dodge	Durango	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$26,345
	2023	1C4SDJFT8PC672286	Police Car	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
079	Dodge	Durango	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$26,345
	2023	1C4SDJFT3PC672289	Police Car	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
080	Dodge	Durango	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$26,345
	2023	1C4SDJFT4PC672298	Police Car	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
081	Ford	Crown Victoria		10/1/2025	$1,000	10/1/2025	10/1/2026	$7,000
	2009	2FAHP71V29X121926	Police Car	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
082	Ford	Crown Victoria		10/1/2025	$1,000	10/1/2025	10/1/2026	$7,940
	2011	2FABP7BV4BX127706	Police Car	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
083	Ford	Explorer	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$15,330
	2016	1FM5K8AR3GGC61311	Police Car	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
084	Ford	Police Interceptor	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$13,385
	2015	1FAHP2MT3FG133629	Police Car	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
085	Ford	Police Interceptor	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$15,330

	2016	1FM5K8ATXGGC67201	Police Car	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
086	Ford	Maverick XL	Public Works	10/1/2025	$1,000	10/1/2025	10/1/2026	$26,313
	2024	3FTTW8A91RRB37355	Light Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
087	Harley D.	FLHP Motorcycle	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$24,849
	2024	1HD1FHP17RB653411	Motorcycle	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
088	Harley D.	FLHP Motorcycle	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$24,849
	2024	1HD1FHP12RB654174	Motorcycle	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
089	Harley D.	FLHP Motorcycle	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$24,849
	2024	1HD1FHP13RB654118	Motorcycle	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
090	Harley D.	FLHP Motorcycle	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$24,849
	2024	1HD1FHP17RB653442	Motorcycle	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
091	Dodge	Durango	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$44,164
	2025	1C4RDJFG1SC517587	Police Car	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
092	Dodge	Durango	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$44,164
	2025	1C4RDJFG0SC517581	Police Car	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
093	Dodge	Durango	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$44,164
	2025	1C4RDJFG0SC517582	Police Car	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
094	Dodge	Durango	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$44,164
	2025	1C4RDJFG0SC517583	Police Car	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
095	Dodge	Durango	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$44,164
	2025	1C4RDJFG0SC517584	Police Car	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
096	Dodge	Durango	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$44,164
	2025	1C4RDJFG0SC517585	Police Car	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
097	Dodge	Durango	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$44,164
	2025	1C4RDJFG0SC517586	Police Car	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
098	Mack	Garage Truck	Sanitation	10/1/2025	$1,000	10/1/2025	10/1/2026	$323,721
	2025	1M2LR2AC2SM001195	Heavy Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
099	Mack	Garage Truck	Sanitation	10/1/2025	$1,000	10/1/2025	10/1/2026	$323,721
	2025	1M2LR2AC1SM001186	Heavy Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
100	Peterson	Crane	Sanitation	10/1/2025	$1,000	10/1/2025	10/1/2026	$254,900
	2025	1FVACXFCTHWK4548	Heavy Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
101	Other	Carry-on Trailer	Sanitation	10/1/2025	$1,000	10/1/2025	10/1/2026	$1,700
	2025	4YMBU0810SG008231	Trailer -No Chr	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
102	Other	Carry-on Trailer	Sanitation	10/1/2025	$1,000	10/1/2025	10/1/2026	$1,700
	2025	4YMBU0810SG008895	Trailer - NO CH	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
103	Ford	Taurus Policy	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$12,000
	2016	1FAHP2MT4GG1111768	Police Car	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
104	Jeep	Grand Wagoneer	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$7,250
	2025	1C4SJSBP0SS502073	Police Car	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
105	Ford	F250	Police	10/1/2025	$1,000	10/1/2025	10/1/2026	$87,000
	2025	1FT8W2BT4SED65727	Police Car	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
106	Chevrolet	Express 2500 Van	Public Works	10/1/2025	$1,000	10/1/2025	10/1/2026	$83,250
	2006	1GCGG25V861245516	Bus <20 Pass	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
107	Freightliner	M2 106 Crane	Public Works	10/1/2025	$1,000	10/1/2025	10/1/2026	$256,264
		1FVACXFC1THWK4549	Heavy Truck	10/1/2026	$1,000	10/1/2025	10/1/2026	Actual Cash Value
			TOTAL AUTO PHYSICAL DAMAGE VALUE:					$4,171,963

General Liability

Commercial General Liability: Occurrence Except Where noted as claims made

Limits of Liability:

Bodily Injury & Property Damage Liability	$2,000,000	**Each Occurrence**
Personal Injury & Advertising Injury	Included	
Products & Completed Operations Aggregate	Included	
Medical Payments Limit	N/A	
Fire Damage Limit	Included	
PGIT MN-203 Part B Limit	$300,000 Aggregate	
(Bert Harris, Inverse Condemnation, Takings Claims; See Form for Specific)		
Bodily Injury & Property Damage Deductible	$0	**Per Claim/Occurrence**
Employee Benefits Liability Limit, Per Person	$2,000,000	

Higher Liability Limits may be Available Upon Request

PGIT – MN203 Part B (Limit (Bert Harris, Inverse Condemnation, Takings Claims: See Form For Specifics)

Exposure Basis:

Class	Basis	Amount
General Liability	Ratable Payroll	**$7,502,561**

Coverage Enhancements:

- Sewer Back Up and Water Damage Limit: $10,000 No Fault/$200,000 At Fault. Subject to $200,000 Aggregate
- Herbicide & Pesticide Aggregate Limit - $1,000,000

Exclusions include but are not limited to:

- Pollution
- Asbestos
- Lead
- Nuclear
- Professional Liability
- Terrorism
- Liquor Liability
- Law Enforcement Liability Is Not Included

Law Enforcement Liability (Occurrence)

Law Enforcement Liability Coverage (Occurrence Form)		
Coverage Description	**Limit**	**Deductible**
Law Enforcement Liability	$2,000,000 Per Person $2,000,000 Per Occurrence	$1,000

Rating Basis
Full Time Officers: 52 Part Time Officers: Vol Officers:

Public Officials Liability (Occurrence)

Public Officials Liability Coverage (Claims Made)		
Public Officials Liability Limit	**Deductible**	**Retroactive Date**
$2,000,000 per claim/ Aggregate Limit: N/A	$1,000	

Total Payroll: $12,422,706
Supplementary Payments: Pre-termination $2,500 per employee/ $5,000 annual aggregate. Non-Monetary: $100,000 Aggregate

Employment Practices Liability (Occurrence)

Employment PracticesLiability Coverage (Claims Made)		
Employment Practices Liability Limit	**Deductible**	**Retroactive Date**
$2,000,000 Per Claim / Aggregate Limit: N/A	$1,000	

#FT emp: 135 # PT Emp: 60 #Volunteers: 0

Deadly Weapon Protection (Claims Made)

Deadly Weapon Protection (Claims Made)		
Coverage Description	**Limit**	**Deductible**
Third Party Liability Coverage	$1,000,000	$0
Crisis Management Services	Included	
Counseling Services	$ 250,000 sublimit	
Funeral Expenses	$ 250,000 sublimit	

Retro Date: **10/01/2019**
Coverage Highlights: Broad definition of Deadly Weapon Event, 24 hour Crisis Response Team Services
Claims expenses are inside the limit of liability. Automatic Extended Reporting Period is 60 days.

Cyber Liability (Claims Made)

Cyber Liability (Claims Made)		
Coverage Description	**Limit**	**Deductible**
Policy Limit	$2,000,000 annual aggregate	Applies per below
Third Party Liability Coverage:		
• Privacy & Security Liability	$2,000,000 each claim	$25,000
• Media Content Services Liability	$2,000,000 each claim	$25,000
• PCI DSS	$1,000,000 sublimit	$25,000
First Party Liability Coverage:		
• Cyber Extortion & Ransomware	$500,000 each claim	$25,000
• Data Breach & Crisis Management	$2,000,000 each claim	$25,000
• Data Recovery	$2,000,000 each claim	$25,000
• Business Interruption/ Extra Expense	$2,000,000 each claim	$25,000 / Waiting Period:12 Hrs
• Cyber Crime	$250,000 Agg - see form for sublimits	$25,000
• Utility Fraud	$100,000 Agg - see form for sublimits	$25,000
• Bricking Coverage	$500,000 sublimit	$25,000
• System Failure- BI/EE	$1,000,000 sublimit	$25,000 / Waiting Period:12 Hrs
• Dependent Business Interruption	$1,000,000 sublimit	$25,000 / Waiting Period:12 Hrs
○ BI/EE	Included in above sublimit	$25,000 / Waiting Period:12 Hrs
○ System Failure	$1,000,000 sublimit	$25,000 / Waiting Period:12 Hrs
Retroactive date: 10/01/2023		
Voluntary Notification endorsement is included, see coverage form for all limits and sublimits		

Extended Reporting Periods POL/EPLI/Cyber (only applicable for claims made)

If the Trust terminates or does not renew this Coverage Agreement (other than for failure to pay a premium when due), or if the Public Entity terminates or does not renew this Coverage Agreement and does not obtain replacement coverage as of the effective date of such cancellation or non-renewal, the Public Entity shall have the right, upon payment of the additional premium described below, to a continuation of the coverage granted by this Coverage Agreement for at least one Extended Reporting Period as follows:

A. Automatic Extended Reporting Period - 60 days per PGIT MN 500 & PGIT MN 700 (Cyber form)

B. Optional Extended Reporting Period - 12 months at additional premium per PGIT MN 500 & PGIT MN 700 (Cyber Form)

Understanding Claims-Made Policy

The claims-made policy provides coverage that is triggered when a claim is made against the insured during the policy period, providing the claim occurred after the retroactive date.

Current Policy Year:
The policy year begins on the effective date shown on the policy and expires on the expiration date also shown on the policy.

Prior Acts or Retroactive Date:
This date is shown on the policy. This provision eliminates coverage for claims that took place prior to the specified retroactive date, even if the claim is first made during the policy period.

Supplemental Extended Reporting Period (Tail Coverage):
This is a provision found within the claims-made policy that allows the insured to report claims that are made against the insured after the policy has expired or been canceled, provided the claim took place during the expired/canceled policy. The ERP/Tail Coverage requires an additional premium.

Crime

Preferred Governmental Coverage

Crime Insurance subject to policy provisions, conditions, terms, definitions and exclusions.

Form A Employee Dishonesty Including Faithful Performance

Coverage Type	Blanket Form
Limit – Per Loss	50,000

Forgery And Alteration

Limit	50,000

Theft, Disappearance & Destruction

Limit	50,000

Computer Fraud Including Funds Transfer

Limit	50,000

Higher Limits May be Available Upon Request

Deductibles:

Employee Dishonesty	**$1,000**
Forgery and Alteration	**$1,000**
Theft, Disappearance & Destruction	**$1,000**
Computer Fraud	**$1,000**

Workers Compensation

Part 1 Workers Compensation State(s)

State	Florida

Part 2 Employers Liability

Coverage	WC & Employer's Liability
Each Accident	1,000,000
Disease-Policy Limit	1,000,000
Disease-Each Employee	1,000,000
Ded Type	N/A
Factor	.760
Total Est Ann Prem	**$239,367**

Note: Higher limits may be available.

Part 3 Employers Liability Covered States

Coverage	Limit
WC & Employer's Liability	1,000,000

Rating Information

State	Loc #	Class Code	Description	Rate	Exposure	Premium
FL	00001	5509	Street Or Road Maintenance	6.87	$697,004	$47,884
FL	00001	7380	Drivers NOC	4.59	$29,895	$1,372
FL	00001	7720	Detective or Patrol Agency & Drivers	2.83	$4,920,145	$139,240
FL	00001	8810	Clerical Office Employees NOC.	0.11	$3,465,572	$3,812
FL	00001	9015	Buildings - Owner Or Lessee	2.68	$99,170	$2,658
FL	00001	9102	Lawn Maintenance	2.75	$1,396,240	$38,397
FL	00001	9403	Garbage and Drivers.	5.51	$531,476	$29,284
FL	00001	9410	Municipal Employee NOC.	2.07	$474,454	$9,821
FL	00001	9060	Club-Country, Golf, All Employees	1.22	$808,750	$9,867
Total Payroll					**$12,422,706**	
Manual Premium						**$272,514**
Safety Program				2		$(7,454)
Drug-Free Workplace				5		$(18,261)
Total Subject Premium						$346,967
Experience Mod				0.760		$(83,272)
Total Modified Premium						$$263,695
Total Standard Premium						$263,695
Premium Discount						$(24,488)
Expense Constant						$160
Estimated Standard State Premium:						**$239,367**

This exhibit is based on estimated payrolls. Changes in payroll, rate, class codes, or experience modification factor will affect the premium. ***Policy is subject to audit.***

Subject to:

Receipt of Signed Drug Free and Safety Applications

Receipt of Preferred Governmental Supplemental Application

Quotation Terms and Conditions Including but Not Limited To

1. Please review the quote carefully, as coverage terms and conditions may not encompass all requested coverages indicated in the application.
2. Quote subject to review and acceptance by Preferred Board of Trustees.
3. The Coverage Agreement premium shall be pro-rated as of the first day of coverage from the minimum policy premium.
4. Down payment is due at inception.
5. The Trust requires that the Member maintains valid and current certificates of workers' compensation insurance on all work performed by persons other than its employees.
6. If NCCI re-promulgates a mod, we will honor the mod as promulgated. If the mod changes during the fund year, we reserve the right to apply a correct mod back to the inception date of the Coverage Agreement.
7. Quote was prepared using payrolls supplied by your agency.
8. Safety and Drug Free program credits (if applicable) are subject to program requirements.
9. Payrolls are subject to final audit.
10. Deletion of any coverage presented, Package and/or Workers' Compensation, will result in repricing of account.
11. Coverage is not bound until confirmation is received from a licensed representative of Public Risk Underwriters.

Student Accident

Part I Proposed Policyholder

Full Legal Name of Proposed Policyholder City of Miami Springs

Address 201 Westward Dr Miami Springs, FL 33166

Proposed Policyholder is Other
please describe type of entity who will own policy

Requested Effective Date 10/1/2025 **Expiration Date** 10/1/2026

Who will be insured? All registered participants of the policyholder
describe all members or participants of the Policyholder who will be insured

Part II Plan

a. Plan of Benefits

Accident Medical Expense Benefits		**Accidental Death**	**$25,000**
Maximum Benefit	**$25,000**	**Accidental Dismemberment**	**up to $50,000**
Deductible Amount	**$0**	**Accidental Paralysis**	**$50,000**

Scope of Coverage: Full Excess

b. Premium Calculation

Total Premium $1,477.00

Part III Acknowledgements and Signatures

a. **Fraud Warning Any person who knowingly and with intent to injure, defraud, or deceive any insurer files a statement of claim or an application containing any false, incomplete, or misleading information is guilty of a felony of the third degree.**

b. **Applicant's Acknowledgement** I, the applicant, declare, to the best of my knowledge and belief, that all statements and answers in this application are true and complete. I understand and agree that (a) this application will form part of any policy issued, (b) all statements in this application are representations and not warranties, (c) no information given to or acquired by any representative of Philadelphia Indemnity Insurance Company will bind it, unless it is in writing on this application, (d) no waiver or modification will bind the Company unless it is in writing and is signed by an executive officer of Philadelphia Indemnity Insurance Company, and (d) only those persons eligible under the terms of an issued policy will be insured.

Eligible Persons
All registered participants of the policyholder.

Covered Activities
Participation in and attendance at the following Policyholder Supervised and Sponsored activities: Summer Camp and Afterschool Program Activities.

Underwriting & Administration
The plan is underwritten by Philadelphia Indemnity Insurance Company (PIIC). PIIC is rated, A++, Superior, by A.M. Best & Company. If the terms are acceptable, we will issue the policy to the agent. The invoice will be issued on a direct bill basis to the agent's customer. Claims are administered by NAHGA Claim Services, Inc. of Bridgton, Maine.

This quotation is based upon the underwriting information submitted. Changes to the underwriting information must be reported and may affect quotation.

A.M. Best Rating of Proposed Companies

INSURANCE COMPANY	COVERAGE	RATING	ADMITTED
Preferred Governmental Insurance Trust	Property, General Liability, Public Official's Liability, Employment Practices, Cyber Liability, Inland Marine, Automobile and Workers Compensation	NR	NR
Philadelphia Indemnity Insurance Company	Student Accident	A++XV	Admitted

General Rating

These rating classifications reflect BEST's opinion of the relative position of each company in comparison with others, based upon averages within the Property-Casualty insurance industry. They are reflective of overall company services and standing within the industry.

A++, A+	Superior	B, B-	Fair
A, A-	Excellent	C++, C+	Marginal
B++, B+	Good	C,C-	Weak

Financial Size Category

The Financial Size Category is an indication of the size of an Insurer and is based on reported Policyholder's surplus conditional or Technical reserve Funds, such as mandatory securities valuation reserve, or other investments and operating contingency funds and/or miscellaneous voluntary reserves in liabilities ($ in Thousands)

Class I	Up	To	$1,000
Class II	$1,000	to	$2,000
Class III	$2,000	To	$5,000
Class IV	$5,000	To	$10,000
Class V	$10,000	To	$25,000
Class VI	$25,000	To	$50,000
Class VII	$50,000	To	$100,000
Class VIII	$100,000	To	$250,000
Class IX	$250,000	To	$500,000
Class X	$500,000	To	$750,000
Class XI	$750,000	To	$1,000,000
Class XII	$1,000,000	To	$1,250,000
Class XIII	$1,250,000	To	$1,500,000
Class XIV	$1,500,000	To	$2,000,000
Class XV	$2,000,000	To	Greater

This information has been provided to you so that consideration is given to the financial condition of our proposed carriers. The financial information disclosed is the most recent available to Brown & Brown. Brown & Brown does not guarantee financial condition of the insurers listed above.

The financial condition of the above carriers has been fully explained by Brown & Brown of Florida, Inc. and I hereby acknowledge these financial conditions.

*** AM Best Rating Guide: Rating for Stability: A++ to F = Highest to lowest rating**
Financial Size Category: XV to I - Largest to smallest rating

Notice and Acknowledgment of Financial Conditions

Miami Dade and its parent company, Brown & Brown, Inc. (collectively "Brown & Brown") do not certify, warrant or guarantee the financial soundness or stability of any insurance carrier or alternative risk transfer or pooling entity. We endeavored to place your coverage with an insurance carrier with an AM Best Company financial rating of "A-" or better.* While Brown & Brown cannot certify, warrant or guarantee the financial soundness or stability of any insurance carrier or alternative risk transfer or pooling entity or otherwise predict whether the financial condition of any such entity might improve or deteriorate, we are hereby providing you with notice and disclosure of financial condition so that you can make an informed decision regarding the placement of coverage. Accordingly, with receipt of this notice you acknowledge the following with regard to the placement and any subsequent renewal of the coverage indicated below:

- Brown & Brown may have other options for your insurance placement, including quotations with insurance carriers holding an "A-" or better rating from AM Best Company. Alternative quotes may be available with an A- or better rated carrier upon your request.

- Coverage is being quoted/placed through **Preferred Governmental Insurance Trust ("Preferred"),** which is as a Florida local government self-insurance fund established pursuant to Section 624.4622, Florida Statutes, as such **Preferred** is not rated by the AM Best Company.

- **Preferred** is not subject to the protections afforded by any state guaranty fund or association.

- The financial condition of insurance companies and other coverage providers including local government self-insurance funds like Preferred may change rapidly and that such changes are beyond the control of Brown & Brown.

- You should review the financial and membership information from Preferred and agree to abide by the conditions of membership established by Preferred.

- You should consider the information provided, including the Preferred coverage quote and coverage placement and review it with your accountants, legal counsel and advisors.

_____

By: [NAME OF AUTHORIZED REPRESENTATIVE OF INSURED]

Named Insured: City of Miami Springs
Line of Coverage(s): Property, General Liability, Crime, Public Official's Liability, Employment Practices Liability, Law Enforcement Liability, Workers Compensation, Automobile Liability, Cyber Liability
Policy Number(s): TBA
Policy Period(s): 10/01/2025-2026
Date of Notice: 08/09/2025

* AM Best Rating Guide:
Rating for Stability: A++ to F = Highest to lowest rating
Financial Size Category: XV to I - Largest to smallest rating

City of Miami Springs Summary of Proposed Premiums

Proposed Premiums		Expiring	Renewal
Property	Premium	$497,712.00	$414,517.00
	Fees	$0.00	$0.00
	Tax/Surcharge	$0.00	$0.00
	Total	**$497,712.00**	**$414,517.00**
Inland Marine	Premium	$10,341.00	$10,562.00
	Fees	$0.00	$0.00
	Tax/Surcharge	$0.00	$0.00
	Total	**$10,341.00**	**$10,562.00**
Crime/Fidelity	Premium	$1,050.00	$1,050.00
	Fees	$0.00	$0.00
	Tax/Surcharge	$0.00	$0.00
	Total	**$1,050.00**	**$1,050.00**
Package: General Liability **$111,391,** Public Officials & Employment Practices **$94,001**, Cyber **$4,233** & Law Enforcement **$55,532**	Premium	$236,354.00	$265,157.00
	Fees	$0.00	$0.00
	Tax/Surcharge	$0.00	$0.00
	Total	**$236,354.00**	**$265,157.00**
Automobile: **Liability: $43,696** **Physical Damage: $22,663**	Premium	$65,605.00	$66,359.00
	Fees	$0.00	$0.00
	Tax/Surcharge	$0.00	$0.00
	Total	**$65,605.00**	**$66,359.00**
Workers Compensation	Premium	$215,480.00	$239,207.00
	Fees	160.00	160.00
	Tax/Surcharge	$0.00	$0.00
	Total	**$215,640.00**	**$239,367.00**
Student Accident	Premium	$1,477.00	$1,477.00
	Fees	$0.00	$0.00
	Tax/Surcharge	$0.00	$0.00
	Total	**$1,477.00**	**$1,477.00**
	TOTAL	**$1,028,179.00**	**$998,489.00**

Expiring Premium reflects annualized premiums on any midterm policy changes

Fees shown above may be fully earned at policy inception

Payment Plans

Line of Coverage	Payment Plan
Commercial Package	Agency Bill: 50% Down Payment and Two Additional Installments of 25% Payable to Brown & Brown
Student Accident	Agency Billed: Annual Premium
Workers Compensation	Direct Bill: Paid Directly to Preferred Governmental 25% Down and 9 Equal Installments

25% Minimum Earned Premium applies to the Package
Wholesale Broker/Managing General Agent: Public Risk Underwriters

This proposal contains only a general description of the coverage(s) and does not constitute a policy/ contract. For complete policy information, including exclusions, limitations, and conditions, refer to the policy document.

This proposal is based upon the exposures known to the Agency. Any changes in these exposures (i.e., new operations, new products, additional states of hire, etc.) need to be promptly reported to us in order that proper coverage(s) may be put into place.

Quotation is Subject To:

- Receipt of Currently Valued Loss Runs prior to Binding
- Signed and Initialed PGIT Package and WC Applications
- Signed Acord Applications
- Signed UM Forms
- Signed Signature Page
- Signed Florida Fraud Statement
- Signed and Initialed Public Officials/EPLI Liability Application
- Signed/Notarized Drug Free and Safety Program Applications

Compensation Disclosure

Compensation. In addition to the commissions or fees received by us for assistance with the placement, servicing, claims handling, or renewal of your insurance coverages, other parties, such as excess and surplus lines brokers, wholesale brokers, reinsurance intermediaries, underwriting managers and similar parties, some of which may be owned in whole or in part by Brown & Brown, Inc., may also receive compensation for their role in providing insurance products or services to you pursuant to their separate contracts with insurance or reinsurance carriers. That compensation is derived from your premium payments. Additionally, it is possible that we, or our corporate parents or affiliates, may receive contingent payments or allowances from insurers based on factors which are not client-specific, such as the performance and/or size of an overall book of business produced with an insurer. We generally do not know if such a contingent payment will be made by a particular insurer, or the amount of any such contingent payments, until the underwriting year is closed. That compensation is partially derived from your premium dollars, after being combined (or “pooled”) with the premium dollars of other insureds that have purchased similar types of coverage. We may also receive invitations to programs sponsored and paid for by insurance carriers to inform brokers regarding their products and services, including possible participation in company-sponsored events such as trips, seminars, and advisory council meetings, based upon the total volume of business placed with the carrier you select. We may, on occasion, receive loans or credit from insurance companies. Additionally, in the ordinary course of our business, we may receive and retain interest on premiums you pay from the date we receive them until the date of premiums are remitted to the insurance company or intermediary. In the event that we assist with placement and other details of arranging for the financing of your insurance premium, we may also receive a fee from the premium finance company.

If an intermediary is utilized in the placement of coverage, the intermediary may or may not be owned in whole or part by Brown & Brown, Inc. or its subsidiaries. Brown & Brown entities operate independently and are not required to utilize other companies owned by Brown & Brown, Inc., but routinely do so. In addition to providing access to the insurance company, the Wholesale Insurance Broker/Managing General Agent may provide additional services including, but not limited to: underwriting; loss control; risk placement; coverage review; claims coordination with insurance company; and policy issuance. Compensation paid for those services is derived from your premium payment, which may on average be 15% of the premium you pay for coverage and may include additional fees charged by the intermediary.

Questions and Information Requests. Should you have any questions, or require additional information, please contact this office at (305) 714-4400 or, if you prefer, submit your question or request online at http://www.bbinsurance.com/customerinquiry/

Named Covered Party: City of Miami Springs

Term:	10/01/2025 to 10/01/2026
Coverage Provided By:	Preferred Governmental Insurance Trust
Quote Number:	PK FL1 0132016 25-03 01

Compensation Disclosure

We appreciate the opportunity to assist with your insurance needs. Information concerning compensation paid to other entities for this placement and related services appears below. Please do not hesitate to contact us if any additional information is required.

PRU is owned by Brown & Brown, Inc. Brown & Brown entities operate independently and are not required to utilize other companies owned by Brown & Brown, Inc., but routinely do so.
For the Coverage Term referenced above, your insurance was placed through Preferred Governmental Insurance Trust (Preferred). Preferred is an independent entity formed by Florida public entities through an Interlocal Agreement for the purpose of providing its members with an array of insurance coverages and services. Preferred has contracted with entities owned by Brown & Brown, Inc. to perform various services. As explained below, those Brown & Brown entities are compensated for their services.

Preferred has contracted with Public Risk Underwriters of Florida Inc. (PRU), a company owned by Brown & Brown, Inc., to administer Preferred's operations. The administrative services provided by PRU to Preferred include:

Underwriting / Coverage review / Marketing / Policy Review / Accounting / Issuance of Preferred Coverage Agreements / Preferred Member Liaison / Risk Assessment and Control

Pursuant to its contract with Preferred, Public Risk Underwriters of Florida Inc. (PRU) receives an administration fee, based on the size and complexity of the account, of up to 9.75% of the Preferred premiums billed and collected.

Preferred also utilizes wholesale insurance brokers, some of which (such as Peachtree Special Risk Brokers and Apex Insurance Services) are owned by Brown & Brown, Inc., for the placement of Preferred's insurance policies. The wholesale insurance broker may provide the following services to Preferred:Risk Placement

- Coverage review
- Claims Liaison with Insurance Company
- Policy Review
- Current Market Intelligence

The wholesale insurance broker's compensation is largely dictated by the insurance company.
It typically ranges between 5% and 10% of the premiums you pay to Preferred for your coverage.

AGENDA MEMORANDUM

Meeting Date: September 8, 2025

To: The Honorable Mayor and City Council

Via: JC Jimenez, City Manager

From: Bill Collins, Human Resources Director

Subject: **Resolution** - A Resolution Of The Mayor And City Council Of The City Of Miami Springs, Florida, Approving Employee Health Benefits Agreements With The Unitedhealthcare Insurance Company For Employee Health, Dental And Vision Insurance Services In An Amount Not To Exceed $2,030,078 For Fiscal Year 2025-26; Providing For A Waiver Of Competitive Bidding; Providing For Authorization; And Providing For An Effective Date.

Recommendation:
Staff recommends that Council renew United Healthcare, Inc. (UHC) for the City's medical, dental, and vision insurance coverage and authorize the City Manager to negotiate and execute any necessary agreement(s) with a percentage increase not to exceed 4.4% for Fiscal Year 2025-26, pursuant to Section §31.11(E)(6)(g) of the City Code. **(Requires 4/5 vote)**

Discussion/Analysis:
The City moved to United Healthcare on October 1, 2024, with a pre-negotiated second-year rate cap for medical coverage. For FY 2025-26, UHC has issued a 4.4% medical renewal, below market trend, while dental and vision rates remain unchanged.

Staff recommends renewing coverage with UHC to maintain stability, contain costs, and continue offering a competitive benefits package to employees.

Funding:
The City will incur a 4.4% cost increase for FY 2025-26 under the United Healthcare renewal.

RESOLUTION NO. 2025-____

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF MIAMI SPRINGS, FLORIDA, APPROVING EMPLOYEE HEALTH BENEFITS AGREEMENTS WITH THE UNITEDHEALTHCARE INSURANCE COMPANY FOR EMPLOYEE HEALTH, DENTAL AND VISION INSURANCE SERVICES IN AN AMOUNT NOT TO EXCEED $2,030,078 FOR FISCAL YEAR 2025-26; PROVIDING FOR A WAIVER OF COMPETITIVE BIDDING; PROVIDING FOR AUTHORIZATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Miami Springs (the "City") is in need of employee health benefits, including health, dental, and vision insurance services (the "Services"); and

WHEREAS, the City, through its employee benefits consultant, Digital Insurance LLC d/b/a OneDigital, obtained three proposals for the Services with the goal of keeping cost increases for the Services as low as possible and minimizing the impact to the City's employee coverage levels; and

WHEREAS, the UnitedHealthcare Insurance Company (the "Contractor") provided the lowest proposal ("Proposal") for the Services in the amount of $2,030,078 for fiscal year 2025-26, which Proposal is attached hereto as Exhibit "A"; and

WHEREAS, the Contractor's Proposal represents a 4.4% decrease in Service costs; and

WHEREAS, the City Manager recommends that the City Council waive the competitive procurement requirements of the City Code pursuant to Section 31-11(E)(6)(g) of the City Code for the Services as being in the best interest of the City; and

WHEREAS, pursuant to Section 31-11(E)(6)(g) of the City Code, the City Council desires to select the Contractor for the Services and authorize the City Manager to negotiate and execute any necessary agreement(s) with the Contractor for the Services in an amount not to exceed $2,030,078, consistent with the Proposal attached hereto as Exhibit "A," and any required or related agreements, amendments, or documents which are required to implement the purposes of this Resolution and the Proposal; and

WHEREAS, the City Council finds that this Resolution is in the best interest and welfare of the residents of the City.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF MIAMI SPRINGS, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The above recitals are confirmed, adopted, and incorporated herein and made a part hereof by reference.

Section 2. Approval. The City Commission hereby approves and selects the Contractor for the provision of the Services, all as set forth in the Proposal attached hereto as Exhibit "A."

Section 3. Waiver. That the City Council hereby waives the competitive procurement requirements of the City Code pursuant to Section 31-11(E)(6)(g) of the City Code for the Services as being in the best interest of the City.

Section 4. Authorization. That the City Council hereby authorizes the City Manager to negotiate and execute any necessary agreements with the Contractor for the Services in an amount not to exceed $2,030,078, consistent with the Proposal attached hereto as Exhibit "A," and any required or related agreements, amendments, or documents which are required to implement the purposes of this Resolution and the Proposal, subject to the approval of the City Attorney as to form, content, and legal sufficiency.

Section 5. Effective Date. That this Resolution shall be effective immediately upon adoption.

The foregoing Resolution was offered by _____ who moved its adoption. The motion was seconded by _____ and upon being put to a vote, the vote was as follows:

Vice Mayor Jorge Santin	_____
Councilman Joseph Dion	_____
Councilman Orlando Lamas	_____
Councilman Fabian Perez-Crespo	_____
Mayor Dr. Walter Fajet	_____

PASSED AND ADOPTED this 8th day of September, 2025.

_____
DR. WALTER FAJET
MAYOR

ATTEST:

_____
ERIKA GONZALEZ, MMC
CITY CLERK

APPROVED AS TO FORM AND LEGAL SUFFICIENCY
FOR THE USE AND RELIANCE OF THE CITY OF MIAMI SPRINGS ONLY:

_____
WEISS SEROTA HELFMAN COLE & BIERMAN, P.L.
CITY ATTORNEY

UnitedHealthcare

Medical Proposed Rates for CITY OF MIAMI SPRINGS

Effective Date: 10/01/2025 | Customer Number 00936308

uBundle Applied

• The numbers below are on an illustrative basis. Rates are subject to Underwriting approval.

	Option 1 NEW	Option 2 NEW	Option 3 NEW
Medical Plan Name	EKXD-M (NHP HMO 2025 (OA))	EKXL-M (NHP HMO 2025 (OA))	EKWQ-M (NHP Network Flex POS 2025 (OA))
Rx Plan Name	Rx Plan: NHFX	Rx Plan: NHFX	Rx Plan: NHFX
Product	Choice NHP HMO NHP *	Choice NHP HMO NHP *	Choice+ NHP HMO NHP *
Option	DU1Y-M	DU17-M	DUYS-M
Plan Offering	Multiple Option	Multiple Option	Multiple Option
Multiple Option with:	2,3	1,3	1,2
HRA or HSA	No	No	No
Benefits*	**Network Single/Family**	**Network Single/Family**	**Network Single/Family**
Office Copay (PCP/SPC)	PCP $25, SPC $50	PCP $15, SPC $15	PCP $20, SPC $20
Hospital Copays	OP D&C, IP D&C	OP 0%, IP $500	OP D&C, IP D&C
UC/ER	UC $50, ER $100	UC $25, ER $50	UC $50, ER $100
Major Diagnostics	MD D&C (Ded+50% Non-DDP)	MD $0 (Ded+50% Non-DDP)	MD D&C (Ded+50% Non-DDP)
X-Ray and Lab	X-Ray $0, Lab $0	X-Ray $0, Lab $0	X-Ray $0, Lab $0
Other	MH/SA $0 Cost Share	MH/SA $0 Cost Share	MH/SA $0 Cost Share
Deductible	750/1500 (Emb)	N/A	750/1500 (Emb)
Coinsurance	100%	100%	80%
Out-of-Pocket	2250/5500	$1,500/$3,000	2750/5500
Pharmacy	NHP $10/40/80/160; 2.5 MO (Acc PDL) Natl	NHP $10/40/80/160; 2.5 MO (Acc PDL) Natl	NHP $10/40/80/160; 2.5 MO (Acc PDL) Natl
	Out of Network Single/Family	**Out of Network Single/Family**	**Out of Network Single/Family**
Deductible	N/A	N/A	1500/3000 (Emb)
Coinsurance	N/A	N/A	60%
Out of Pocket	N/A	N/A	5500/11000
Enrollment			
Employee	42	58	5
Employee + Spouse	0	4	0
Employee + Child(ren)	0	19	2
Employee + Family	0	7	0
Total	42	88	7

	Rates (Billed)		Rates (Billed)		Rates (Billed)	
Rates	Current	Proposed	Current	Proposed	Current	Proposed
Employee	**$880.02**	**$918.77**	**$952.53**	**$994.47**	**$922.14**	**$962.74**
Employee + Spouse	**$1,953.64**	**$2,039.66**	**$2,114.61**	**$2,207.72**	**$2,047.14**	**$2,137.27**
Employee + Child(ren)	**$1,645.62**	**$1,718.08**	**$1,781.23**	**$1,859.66**	**$1,724.39**	**$1,800.31**
Employee + Family	**$2,569.64**	**$2,682.79**	**$2,781.37**	**$2,903.83**	**$2,692.63**	**$2,811.18**
Monthly Cost	**$36,961**	**$38,588**	**$117,018**	**$122,170**	**$8,059**	**$8,414**
Annual Cost	**$443,530**	**$463,060**	**$1,404,218**	**$1,466,046**	**$96,714**	**$100,972**
Change from Current	**4.4%**		**4.4%**		**4.4%**	
uBundle Applied	**-2.5%**		**-2.5%**		**-2.5%**	

Products assumed for uBundle are Dental, Vision, ,

****High level benefit summary. Please see your plan summary for more detailed benefit description.***

The option offered here reflects updated plan documents. Upon request, you may retain your current plan.

POD = Benefit paid as follows: Per Occurrence Deductible, then plan deductible and coinsurance.

LTD # = the number of services covered at that copay, after the limit plan deductible and coinsurance will apply, note PCP and SPC may be combined (see benefit summary)

Day x# = the max number of days the copay will apply

For markets moving to service fees, current rates (for renewals only) include commission expenses. Proposed rates, for your convenience, include any applicable producer service fees. Producer service fees are not a contingency of obtaining insurance coverage but are fees agreed to between you (client) and your producer/service provider for service rendered on behalf of client.

For markets continuing to pay commissions, both the current (applicable for renewals only) and proposed rates include commissions.

UnitedHealthcare

Medical Quote Assumptions

Effective Date: 10/01/2025 | Customer Number 00936308

UBundle Applied

• The numbers below are on an illustrative basis. Rates are subject to Underwriting approval.

Medical Quote Assumptions

- Rates are guaranteed for the contract period of 10/1/25 through 9/30/26.
- Rates are based on your submitted census. UnitedHealthcare reserves the right to adjust the rates from audit date back to effective date if any of the following changes:
  - Enrollment +/- 10%
  - Average Contract Size +/- 10%
  - Area Factor +/- 7.5%
  - Age/Sex Factor +/- 10%
  - Any Material Changes
  - Cobra enrollees are more than 10% of enrollment
- Employer contributes a minimum of 100% toward the employee only rates and 50% toward the dependent rates.
- Requires a minimum participation level of 100%.
- In dual or multiple option scenarios the rate spread between all plans should not exceed 20%, anything exceeding 20% requires Underwriting approval.
- Unless otherwise stated, this offer replaces and renders all previous offers null and void.
- Quote assumes no out of area or retiree lives.
- INS-Choice plans are not available for subscribers in AK, AL, AR, HI, MS, MT, NC, NM, or OK.
- NHP and NHP Network Flex plans are only available to employees who reside in Florida.
- All NHP/UHC dual offerings require underwriting review and approval. Sandwich rules or a risk load may apply.
- Your broker must request and provide the SBCs to you, the employer, for final plans selected; SBCs must be delivered by the employer to the members as required by reform law.
- Care Cash may not be offered on HSA or HRA plans (whether administered by UHC or a 3rd Party) due to duplication of reimbursements and tax implications to the member.

- UnitedHealthcare reserves the right to adjust the rates and/or fees (i) in the event of any changes in federal, state or other applicable legislation or regulation; (ii) in the event of any changes in Plan design required by the applicable regulatory authority (i.e. mandated benefits) or by the Plan Sponsor; and (iii) as otherwise permitted in our policy.
- This premium may include state and federal taxes and fees.
- Premium rates and/or product forms included herein are subject to approval by regulators. If rates or product forms offered herein are subsequently modified by regulators we will immediately advise you of the change in plan design and retroactively adjust premium in subsequent billings.
- Plan design and corresponding premium rates offered herein represent a coverage option that is consistent with your current group size (based on most recent census or survey information) and closely matches your current coverage. Additional coverage options may be available to you.

- Agents may receive commissions and other compensation from us and these costs may be reflected in your premium or fee. Separately, you may have contracted with producers to provide services directly for your group and have agreed to pay them a 'service fee'. Since 'service fees' are not a contingency of the purchase of health insurance such fees are not part of your premium but may be included in your bill under total amount due.

- Premium rates assume the following allowances to be used by the client for costs incurred by them for expenses associated with the noted programs. These funds must be used by 9/30/2026, and any unused funds are not refundable. Appropriate documentation (e.g. detailed invoice, email or letter from the client, or detailed request in the Request for Proposal) that identifies the services performed, and/or items purchased must be provided to UHC by the client in order for any payments out of or draw-down in the fund to be processed. Budget amounts included: Administrative $5,000.

UnitedHealthcare

Medical Renewal Financial Exhibit for CITY OF MIAMI SPRINGS

Effective Date: 10/01/2025 | Customer Number 00936308

Renewal rates effective: 10/1/25 to 9/30/26

Historical Information	Current Period	Prior Period	Blended
Beginning of Experience Period	10/1/2024	Not Applicable	
End of Experience Period	2/28/2025		
Medical Incurred Claims	$538,496		
Rx Incurred Claims	$40,664		
Member Months	1,009		
Experience Rating PMPM			
A Incurred Medical Claims PMPM	$533.69		
B Pooled Claims Over $100,000	$57.22		
C Adjusted Medical Claims (A - B)	$476.48		
D Incurred Rx Claims PMPM	$40.30		
E Total Incurred Claims (C + D)	$516.78		
F UW Adjustment	1.000		
G Trend Factor 15.5 mos	1.159		
H Plan Change Adjustment	1.000		
I Trended/Adjusted Claims (E * F * G * H)	$598.98		
J Claim Period Weighting	100%		$598.98
K Adj for Member Change Between Plans			1.000
L Pooling charge for $100,000			$142.90
M Expected claims (J *K + L)			$741.87
Retention:			
N Administration			18.4%
O State Taxes and Assessments			0.0%
P Other adjustment			0.0%
Q Total retention (N + O + P)			18.4%
R Experience Premium PMPM (M / (1 - Q))			**$908.71**
Manual Rating PMPM			
S Manual Premium PMPM (unadjusted)			$882.73
T Age/Sex Adjustment			0.927
U Other Adjustment			1.000
V Manual Premium PMPM (S * T * U)			**$818.13**

Renewal Action	Calculated Premium		Credibility Factor	
W Experience Rating	$908.71	x	35.0%	$318.05
X Manual Rating	$818.13	x	65.0%	$531.79
Y Initial Calculated Renewal Cost PMPM (W + X)				$849.84
Z Other Adjustment				1.000
AA PMPM Prior to Reform Items, Commission, Fees (Y * Z)				**$849.84**
Renewal Prior to Reform Items, Commission, Fees				**6.47%**
AB Required Plan Change (Reform/Other)				**1.000**
AC PPACA Insurer Fee/PCORI and State Assessments				**0.04%**
AD UHCR Prem, Administrative $5,000				$6.00
AE Commission %				0.00%
AF Service Fee				1.0000
AG Commission or Service Fee PEPM (converted to PMPM)				$0.00
AH Calculated Renewal Cost PMPM ((((AA * AB) / (1-AC) + AD) * (1+AE) * AF) + AG)				**$856.14**
AI Current Revenue PMPM				$798.22
AJ Calculated Renewal Action (AH / AI) - 1				7.26%
AK Suggested Renewal Action				7.08%
AL Prospective Plan Change				1.000
AM Final Renewal Action ((AI * (1+AK) * AL / AI) - 1)				**7.08%**
AN uBundle Discount				**-2.50%**
AO PMPM with uBundle (AI * (1+AM) * (1-AN))				**$833.37**
AP Final Renewal with uBundle (AO / AI) -1				**4.40%**

Current Subscribers	137	**Final Renewal Cost PMPM**	**$833.37**
Current Members	203	Final Renewal Monthly Cost	$169,173
		Final Renewal Annual Cost	$2,030,078

*Annual trend rate: Medical 12.1%, Rx 12.1%
Final renewal monthly/annual premiums are calculated using current enrollment
Rates and benefits are subject to regulatory and home office approval

AGENDA MEMORANDUM

Meeting Date: **9/3/2025**

To: The Honorable Mayor Walter Fajet and Members of the City Council

Via: JC Jimenez, City Manager

From: Kevin Morris, Golf and Country Club Director

Subject: TurfTech Pros Artificial Turf – Short Game Change Order

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RECOMMENDATION: Recommendation by Golf Operations that Council approve a change order to the purchase order with TurfTech Pros, in an amount not to exceed an additional $9,500 for the short course driving range and our chipping, pitching and putting green in the FY24/25 Budget pursuant to Section 31-11 (C) (2) of the City Code.

DISCUSSION: During the short game renovation, we made a few adjustments to the original plan that will be extremely beneficial and esthetically pleasing to our members and guests including a paver walkway, large chipping and putting areas and a greenside bunker.

FISCAL IMPACT: To pay for this, we will be utilizing non budgeted golf outing revenue from an event held in August.

Submission Date and Time: 9/3/2025 12:44 PM

Submitted by:	**Approved by (sign as applicable):**	**Funding:**
Department: Golf	**Dept. Head:**	**Dept./ Desc.:** Golf Course
Prepared by: Kevin Morris	**Procurement:**	**Account No.:**
Attachments: x Yes ☐ No	**Asst. City Mgr.:**	**Additional Funding:** N/A
Budgeted/ Funded: x Yes ☐ No	**City Manager:**	**Amount previously approved: $** $24,850 **Current request: $** $9,500 **Total vendor amount: $** $34,350

RESOLUTION NO. 2025-____

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF MIAMI SPRINGS, FLORIDA, AUTHORIZING THE ISSUANCE OF A CHANGE ORDER TO THE PURCHASE ORDER WITH TURF TECH PROS INC RELATING TO THE MIAMI SPRINGS GOLF AND COUNTRY CLUB SHORT GAME PRACTICE FACILITY ARTIFICIAL TURF IMPROVEMENTS PROJECT IN AN AMOUNT NOT TO EXCEED $9,500; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Miami Springs (the "City") is currently implementing the Miami Springs Golf and Country Club Short Game Practice Facility Artificial Turf Improvements Project (the "Project"); and

WHEREAS, the Project involves improving the Miami Springs Golf and Country Club Short Game Driving Range and the 2,500 square foot chipping, pitching, and putting green by excavating and shaping the area, and installing a concrete base slab and artificial turf in the area; and

WHEREAS, on June 9, 2025, the City Council adopted a resolution approving the issuance of a purchase order to various contractors for implementation of the Project, including the issuance of a purchase order to Turf Tech Pros Inc (the "Contractor") for the artificial turf portion of the Project (the "Artificial Turf Component"); and

WHEREAS, the Contractor has provided a proposal (the "Proposal") attached hereto as Exhibit "A" to amend the scope of the Artificial Turf Component by adding a paver walkway, a large chipping and putting area, and a greenside bunker (the "Additional Work") in the amount of $9,500, for a total amount not to exceed $34,395 for the Artificial Turf Component of the Project; and

WHEREAS, the City Council desires to authorize the City Manager to issue a change order to add the Additional Work to the Artificial Turf Component of the Project in an amount not to exceed $9,500, for a total amount not to exceed $34,395 for the Artificial Turf Component of the Project; and

WHEREAS, the City Council finds that this Resolution is in the best interest and welfare of the residents of the City.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL

OF THE CITY OF MIAMI SPRINGS, FLORIDA, AS FOLLOWS:

Section 1. Recitals. That the above recitals are confirmed, adopted, and incorporated herein and made a part hereof by reference.

Section 2. Authorization. That the City Council hereby authorizes the City Manager to issue a change order to add the Additional Work to the Artificial Turf Component of the Project in an amount not to exceed $9,500, for a total amount not to exceed $34,395 for the Artificial Turf Component of the Project, consistent with the Proposal attached hereto as Exhibit "A."

Section 3. Effective Date. That this Resolution shall be effective immediately upon adoption.

The foregoing Resolution was offered by _____ who moved its adoption. The motion was seconded by _____ and upon being put to a vote, the vote was as follows:

Vice Mayor Jorge Santin	_____
Councilman Joseph Dion	_____
Councilman Orlando Lamas	_____
Councilman Fabian Perez-Crespo	_____
Mayor Dr. Walter Fajet	_____

PASSED AND ADOPTED this 8th day of September, 2025.

_____
DR. WALTER FAJET
MAYOR

ATTEST:

_____
ERIKA GONZALEZ, MMC
CITY CLERK

APPROVED AS TO FORM AND LEGAL SUFFICIENCY
FOR THE USE AND RELIANCE OF THE CITY OF MIAMI SPRINGS ONLY:

_____
WEISS SEROTA HELFMAN COLE & BIERMAN, P.L.
CITY ATTORNEY

Turf Tech Pros Inc.
6875 SW 81 Street
Miami, FL 33143 US
+13052908873
www.turftechpros.com

INVOICE

BILL TO
650 Curtiss Pkwy
Miami Springs
Fl
33166

INVOICE # 2435
DATE 07/14/2025
DUE DATE 07/14/2025
TERMS Due on receipt

DATE	ACTIVITY	QTY	RATE	AMOUNT
	Artificial Turf:Putting Turf Pro series FACE WEIGHT: 80oz. PILE HEIGHT: 1/2” COLOR: 8640 TURF GREEN CROSS-SECTION: DIAMOND MONOFILAMENT USE: GOLF TEE MATS OR PROFESSIONAL PUTTING GREENS WILL BE INSTALLED OVER A LIMEROCK SUBBASE		11,425.00	11,425.00

BALANCE DUE **$11,425.00**

Pay invoice

ALL SALES ARE FINAL. No refunds returns or exchanges.

AGENDA MEMORANDUM

Meeting Date: **8/29/2025**

To: The Honorable Mayor Walter Fajet and Members of the City Council

Via: JC Jimenez, City Manager

From: Kevin Morris, Golf and Country Club Director

Subject: TaylorMade Golf Company

RECOMMENDATION:

Recommendation by Golf that Council approve an increase to the City's current open purchase order # 250280 with TaylorMade, in an amount not to exceed $83,000 for golf products as funds were budgeted in the FY24/25 Budget pursuant to Section §31.11 (E)(6)(C) of the City Code.

DISCUSSION: TaylorMade owns the rights to TaylorMade golf brand. We purchase their merchandise through a discounted program and re-sale them at market price at our golf shop. We have consistently increased merchandise revenue each month. In addition, we purchase all of our range balls through TaylorMade Golf

Submission Date and Time: 8/29/2025 8:20AM

Submitted by:	**Approved by (sign as applicable):**	**Funding:**
Department: Golf	**Dept. Head:**	**Dept./ Desc.:** Golf Course Operations
Prepared by: Kevin Morris	**Procurement:**	**Account No.:** 001-5707-572-5205
Attachments: Yes ☐ No	**Asst. City Mgr.:**	**Additional Funding:** N/A
Budgeted/ Funded: ☒ Yes ☐ No	**City Manager:**	**Amount previously approved: $** 70,000 **Current request: $** 13,000 **Total vendor amount: $** 83000

RESOLUTION NO. 2025-_____

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF MIAMI SPRINGS, FLORIDA, APPROVING THE PURCHASE OF ADDITIONAL GOLF PRODUCTS FROM TAYLOR MADE GOLF COMPANY, INC. FOR THE CITY'S GOLF CLUB PRO SHOP FOR FISCAL YEAR 2024-25 IN AN AMOUNT NOT TO EXCEED $13,000; PROVIDING FOR AUTHORIZATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Miami Springs (the "City") purchases TaylorMade brand name golf apparel, equipment, and merchandise (the "Supplies") for resale at the City's Golf Club Pro Shop from the Taylor Made Golf Company, Inc. (the "Vendor"); and

WHEREAS, the Supplies are only available from the Vendor; and

WHEREAS, pursuant to Section 31-11(E)(6)(c) of the City's Code of Ordinances, the purchase of the additional Supplies is exempt from the City's competitive procurement process as the City's purchasing agent, in concurrence with the City Manager, has made a written determination that after conducting a good faith review of available sources, there is only one source for the required supplies, materials, or services; and

WHEREAS, the City is in need of additional Supplies for resale at the City's Golf Club Pro Shop in the amount of $13,000.00, for a total amount not to exceed $83,000.00 for fiscal year 2024-25; and

WHEREAS, the City Council desires to approve the purchase of the additional Supplies from the Vendor for fiscal year 2024-25 in an amount not to exceed $13,000; and

WHEREAS, the City Council finds that this Resolution is in the best interest and welfare of the citizens of the City.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF MIAMI SPRINGS, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The above recitals are true and correct and are incorporated herein by this reference.

Section 2. Approval. The City Council hereby approves the purchase of the additional Supplies from the Vendor for fiscal year 2024-25 in an amount not to exceed $13,000.00 pursuant to Section 31-11(E)(6)(c) of the City Code.

Section 3. Authorization. That the City Council hereby authorizes the City Manager to execute any purchase order or required documentation for the purchases described in this Resolution, subject to approval by the City Attorney as to form, content, and legal sufficiency, and to expend budgeted funds in an amount not to exceed $13,000.00, for a total not to exceed of $83,000.00 for fiscal year 2024-25.

Section 4. Effective Date. This Resolution shall become effective immediately upon adoption.

The foregoing Resolution was offered by _____ who moved its adoption. The motion was seconded by _____ and upon being put to a vote, the vote was as follows:

Vice Mayor Jorge Santin	_____
Councilman Joseph Dion	_____
Councilman Orlando Lamas	_____
Councilman Fabian Perez-Crespo	_____
Mayor Dr. Walter Fajet	_____

PASSED AND ADOPTED this 8th day of September, 2025.

_____
DR. WALTER FAJET
MAYOR

ATTEST:

_____
ERIKA GONZALEZ, MMC
CITY CLERK

APPROVED AS TO FORM AND LEGAL SUFFICIENCY
FOR THE USE AND RELIANCE OF THE CITY OF MIAMI SPRINGS ONLY:

_____
WEISS SEROTA HELFMAN COLE & BIERMAN, P.L.
CITY ATTORNEY

RESOLUTION NO. 2025-____

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF MIAMI SPRINGS, FLORIDA, APPROVING A TOWING SERVICES AGREEMENT WITH NU-WAY TOWING SERVICE, INC. FOR CITYWIDE TOWING SERVICES; PROVIDING FOR AUTHORIZATION; PROVIDING FOR WAIVER OF COMPETITIVE BIDDING; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on September 26, 2022, the City of Miami Springs (the "City") adopted Resolution No. 2022-4036, selecting Downtown Towing Company, Inc. for citywide towing services (the "Services") pursuant to Request for Proposals No. 01-21/22; and

WHEREAS, the City Police Department is in need of a secondary contractor capable of providing the Services to facilitate the provision of day-to-day operations of the Department when the primary Service provider is unavailable; and

WHEREAS, the City Manager recommends that the City Council authorize the City Manager to negotiate and execute an agreement (the "Agreement") with Nu-Way Towing Service, Inc. (the "Contractor") in substantially the form attached hereto as Exhibit "A" for the Services; and

WHEREAS, the City Manager recommends that, in the interest of time and due to the immediate need to secure a backup provider for the Services, the City Council waive the competitive procurement requirements of Section 31-11(E)(6)(g) of the City Code as being in the City's best interest; and

WHEREAS, the City Council wishes to waive the competitive procurement requirements of Section 31-11(E)(6)(g) of the City Code, approve the Agreement with the Contractor, and authorize the City Manager to negotiate and execute the Agreement with the Contractor in substantially the form attached hereto as Exhibit "A"; and

WHEREAS, the City Council finds that this Resolution is in the best interest and welfare of the residents of the City.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF MIAMI SPRINGS, FLORIDA, AS FOLLOWS:

Section 1. Recitals. That the above recitals are confirmed, adopted, and incorporated herein and made a part hereof by reference.

Section 2. Approval. That the City Council hereby approves the Agreement with the Contractor for the Services.

Section 3. Authorization. That the City Council hereby authorizes the City Manager to negotiate and execute an agreement with the Contractor in substantially the form attached hereto as Exhibit "A," subject to approval by the City Attorney as to form, content, and legal sufficiency. The City Manager is further authorized to execute any purchase order or required documentation for the Services described in this Resolution, subject to approval by the City Attorney as to form and legality; and to take any action that is reasonably necessary to implement the purpose of this Resolution.

Section 4. Waiver. That the City Council hereby waives the competitive procurement requirements of the City Code pursuant to Section 31-11(E)(6)(g) of the City Code for the purchase of the uniforms as being in the best interest of the City.

Section 5. Effective Date. That this Resolution shall be effective immediately upon adoption.

The foregoing Resolution was offered by _____ who moved its adoption. The motion was seconded by _____ and upon being put to a vote, the vote was as follows:

Vice Mayor Jorge Santin	_____
Councilman Joseph Dion	_____
Councilman Orlando Lamas	_____
Councilman Fabian Perez-Crespo	_____
Mayor Dr. Walter Fajet	_____

PASSED AND ADOPTED this 8th day of September, 2025.

_____
DR. WALTER FAJET
MAYOR

ATTEST:

_____
ERIKA GONZALEZ, MMC
CITY CLERK

APPROVED AS TO FORM AND LEGAL SUFFICIENCY
FOR THE USE AND RELIANCE OF THE CITY OF MIAMI SPRINGS ONLY:

_____
WEISS SEROTA HELFMAN COLE & BIERMAN, P.L.
CITY ATTORNEY

TOWING SERVICES AGREEMENT

BETWEEN

CITY OF MIAMI SPRINGS

AND

NU-WAY TOWING SERVICE, INC.

THIS AGREEMENT (this "Agreement") is made effective as of the _____ day of _____, 2025 (the "Effective Date"), by and between **CITY OF MIAMI SPRINGS, FLORIDA,** a Florida municipal corporation, (the "City") and **NU-WAY TOWING SERVICE, INC.**, a Florida profit corporation (hereinafter, the "Contractor").

WHEREAS, the City is in need of citywide towing services (the "Services"), as set forth in greater detail in the Scope of Services attached hereto as Exhibit "A"; and

WHEREAS, the Contractor has agreed to provide the Services on an as-needed basis at the direction of the City and shall collect a service fee from vehicle owners (the "Service Fee") in accordance with the Miami-Dade County Non-Consent Towing Rates Schedule attached hereto as Exhibit "B," as may be amended by the County from time to time; and

WHEREAS, on September 8, 2025, the City Council adopted a resolution authorizing the City Manager to negotiate and execute this Agreement for the Services with the Contractor; and

WHEREAS, the City desires to engage the Contractor to perform the Services and provide the deliverables as specified below.

NOW, THEREFORE, in consideration of the mutual covenants and conditions contained herein, the City and the Contractor agree as follows:

1. **Scope of Services.**

1.1. Contractor shall provide the Services in accordance with the Scope of Services attached hereto as Exhibit "A."

1.2. Contractor shall furnish all reports, documents, and information obtained pursuant to this Agreement, and recommendations during the term of this Agreement (hereinafter "Deliverables") to the City.

2. **Term/Commencement Date.**

2.1. The term of this Agreement shall be from the Effective Date through one (1) year thereafter, unless earlier terminated in accordance with Paragraph 8. Additionally, this Agreement shall automatically renew for additional one-year periods on the same terms as set forth herein, unless the City Manager provides five calendar

days written notice to the Contractor of the City's intent not to renew this Agreement.

2.2. Contractor agrees that time is of the essence and Contractor shall complete the Services within the term of this Agreement, unless extended by the City Manager.

3. Compensation and Payment.

3.1. Contractor shall collect the Service Fee from vehicle owners in accordance with the County Non-Consent Towing Rates Schedule attached hereto as Exhibit "A," as may be amended from time to time. Contractor shall pay the City all administrative charges collected as part of the Service Fee within fourteen (14) calendar days after the end of each month. If the Contractor fails to pay the City the administrative charges collected within the timeframes specified herein, the Contractor shall pay the City liquidated damages in the amount of 1.5% of the total administrative fees due to the City for each calendar day beyond the deadline to pay. These liquidated damages are imposed to cover the damage sustained by the City as a consequence of the Contractor's delay.

3.2. Contractor shall deliver an invoice, if applicable, and all Reports required under the Scope of Services attached hereto as Exhibit "A" to the City no more often than once per month detailing Services completed. In addition to any other information required under the Scope of Services, the Reports shall include, without limitation, a detailed summary of the number of vehicles that received the Services, the total amount of Service Fees collected by the Contractor, and the amount of administrative charges due to the City under this Agreement.

In the event the Contractor is owed any fees by the City for special towing services agreed to by the City in writing, the Contractor shall be paid in arrears each month, pursuant to Contractor's invoice, which shall be based upon the percentage of work completed for each task invoiced. In such event, the City shall pay the Contractor in accordance with the Florida Prompt Payment Act after approval and acceptance of the Services by the City Manager.

4. Subcontractors.

4.1. The Contractor shall be responsible for all payments to any subcontractors and shall maintain responsibility for all work related to the Services.

4.2. Contractor may only utilize the services of a particular subcontractor with the prior written approval of the City Manager, which approval may be granted or withheld in the City Manager's sole and absolute discretion.

5. City's Responsibilities.

5.1. City shall make available any maps, plans, existing studies, reports, staff and representatives, and other data pertinent to the Services and in possession of the

City, and provide criteria requested by Contractor to assist Contractor in performing the Services.

5.2. Upon Contractor's request, City shall reasonably cooperate in arranging access to public information that may be required for Contractor to perform the Services.

6. Contractor's Responsibilities; Representations and Warranties.

6.1. The Contractor shall exercise the same degree of care, skill and diligence in the performance of the Services as is ordinarily provided by a Contractor under similar circumstances. If at any time during the term of this Agreement or within two (2) years from the completion of this Agreement, it is determined that the Contractor's Deliverables or Services are incorrect, not properly rendered, defective, or fail to conform to City requests, the Contractor shall at Contractor's sole expense, immediately correct its Deliverables or Services.

6.2. The Contractor hereby warrants and represents that at all times during the term of this Agreement it shall maintain in good standing all required licenses, certifications and permits required under Federal, State and local laws applicable to and necessary to perform the Services for City as an independent contractor of the City. Contractor further warrants and represents that it has the required knowledge, expertise, and experience to perform the Services and carry out its obligations under this Agreement in a professional and first class manner.

6.3. The Contractor represents that is an entity validly existing and in good standing under the laws of Florida. The execution, delivery and performance of this Agreement by Contractor have been duly authorized, and this Agreement is binding on Contractor and enforceable against Contractor in accordance with its terms. No consent of any other person or entity to such execution, delivery and performance is required.

6.4. Contractor acknowledges that all Services must be performed in strict compliance with the requirements of Article III of Chapter 30 of the County Code of Ordinances, as may be amended from time to time. Contractor warrants that it will not charge Service Fees in excess of the rates provided in the County Non-Consent Towing Rates Schedule unless and until such additional fees are expressly approved by the City pursuant to any required enabling legislation set forth under Section 166.043(c), Florida Statutes.

7. Conflict of Interest.

7.1. To avoid any conflict of interest or any appearance thereof, Contractor shall not, for the term of this Agreement, provide any consulting services to any private sector entities (developers, corporations, real estate investors, etc.), with any current, or foreseeable, adversarial issues in the City.

8. Termination.

8.1. The City Manager, without cause, may terminate this Agreement upon five (5) calendar days' written notice to the Contractor, or immediately with cause.

8.2. Upon receipt of the City's written notice of termination, Contractor shall immediately stop Services unless directed otherwise by the City Manager.

8.3. In the event of termination by the City, the Contractor shall be paid for all Services accepted by the City Manager up to the date of termination, provided that the Contractor has first complied with the provisions of Paragraph 8.4.

8.4. The Contractor shall transfer all books, records, reports, working drafts, documents, maps, and data pertaining to the Services and the project to the City, in a hard copy and electronic format within fourteen (14) days from the date of the written notice of termination or the date of expiration of this Agreement.

8.5. Termination Due To Lack of Funding. This Agreement is subject to the condition precedents that: (i) City funds are available, appropriated and budgeted, for the Services annually for each year of the Term; (ii) the City secures and obtains any necessary proceeds, grants or loans for the accomplishment of the Services pursuant to any borrowing legislation adopted by the City Council relative to the Services; and (iii) the City Council enacts legislation or other necessary resolutions, which awards and authorizes the execution of this Agreement and the annual appropriation and budgeting for the Services. The City represents to Contractor that the City has adopted a resolution authorizing execution of this Agreement, if required by applicable law.

9. <u>Insurance</u>.

9.1. Contractor shall secure and maintain throughout the duration of this agreement insurance of such types and in such amounts not less than those specified below as satisfactory to City, naming the City as an Additional Insured, underwritten by a firm rated A-X or better by A.M. Best and qualified to do business in the State of Florida. The insurance coverage shall be primary insurance with respect to the City, its officials, employees, agents, and volunteers naming the City as additional insured. Any insurance maintained by the City shall be in excess of the Contractor's insurance and shall not contribute to the Contractor's insurance. The insurance coverages shall include at a minimum the amounts set forth in this section and may be increased by the City as it deems necessary or prudent.

9.1.1. Commercial General Liability coverage with limits of liability of not less than a $1,000,000 per Occurrence combined single limit for Bodily Injury and Property Damage. This Liability Insurance shall also include Completed Operations and Product Liability coverages and eliminate the exclusion with respect to property under the care, custody and control of Contractor. The General Aggregate Liability limit and the Products/Completed Operations Liability Aggregate limit shall be in the amount of $2,000,000 each.

9.1.2. Workers Compensation and Employer's Liability insurance, to apply for all employees for statutory limits as required by applicable State and Federal laws. The policy(ies) must include Employer's Liability with minimum limits of $1,000,000.00 each accident. No employee, subcontractor or agent of the Contractor shall be allowed to provide Services pursuant to this Agreement who is not covered by Worker's Compensation insurance. In order for this requirement to be waived, Contractor must provide proof of exemption from such laws. Information regarding eligibility for an exemption from the State of Florida Workers' Compensation Law is available at:

https://www.myfloridacfo.com/Division/wc/PublicationsFormsManualsReports/Brochures/Key-Coverage-and-Eligibility.pdf.

Exemptions may be applied for online through the Florida Department of Financial Services, Division of Workers' Compensation at:

https://www.myfloridacfo.com/Division/wc/Employer/Exemptions/default.htm.

9.1.3. Business Automobile Liability with minimum limits of $1,000,000 per occurrence, combined single limit for Bodily Injury and Property Damage. Coverage must be afforded on a form no more restrictive than the latest edition of the Business Automobile Liability policy, without restrictive endorsements, as filed by the Insurance Service Office, and must include Owned, Hired, and Non-Owned Vehicles.

9.1.4. Professional Liability Insurance in an amount of not less than One Million Dollars ($1,000,000.00) per occurrence, single limit. If Professional Liability Insurance is required, the City shall select this box: ☐.

9.1.5. Special Insurance Requirements. In addition to the insurance coverage requirements listed above, the Contractor shall retain the following insurance coverage limits throughout the term of the Agreement:

9.1.5.1. Garage Liability insurance in an amount of not less than $1,000,000 per occurrence, and $3,000,000 in the aggregate.

9.1.5.2. Garage Keepers Legal Liability insurance with limits of not less than $250,000 per occurrence.

9.1.5.3. On Hook & Cargo Legal Liability in an amount not less than $100,000 per occurrence.

9.2. Certificate of Insurance. Certificates of Insurance shall be provided to the City, reflecting the City as an Additional Insured (except with respect to Professional Liability Insurance and Worker's Compensation Insurance), no later than ten (10) days after award of this Agreement and prior to the execution of this Agreement by City and prior to commencing Services. Each certificate shall include no less than (30) thirty-day advance written notice to City prior to cancellation, termination,

or material alteration of said policies or insurance. The Contractor shall be responsible for assuring that the insurance certificates required by this Section remain in full force and effect for the duration of this Agreement, including any extensions or renewals that may be granted by the City. The Certificates of Insurance shall not only name the types of policy(ies) provided, but also shall refer specifically to this Agreement and shall state that such insurance is as required by this Agreement. The City reserves the right to inspect and return a certified copy of such policies, upon written request by the City. If a policy is due to expire prior to the completion of the Services, renewal Certificates of Insurance shall be furnished thirty (30) calendar days prior to the date of their policy expiration. Each policy certificate shall be endorsed with a provision that not less than thirty (30) calendar days' written notice shall be provided to the City before any policy or coverage is cancelled or restricted. Acceptance of the Certificate(s) is subject to approval of the City.

9.3. **Additional Insured.** Except with respect to Professional Liability Insurance and Worker's Compensation Insurance, the City is to be specifically included as an Additional Insured for the liability of the City resulting from Services performed by or on behalf of the Contractor in performance of this Agreement. The Contractor's insurance, including that applicable to the City as an Additional Insured, shall apply on a primary basis and any other insurance maintained by the City shall be in excess of and shall not contribute to the Contractor's insurance. The Contractor's insurance shall contain a severability of interest provision providing that, except with respect to the total limits of liability, the insurance shall apply to each Insured or Additional Insured (for applicable policies) in the same manner as if separate policies had been issued to each.

9.4. **Deductibles.** All deductibles or self-insured retentions must be declared to and be reasonably approved by the City. The Contractor shall be responsible for the payment of any deductible or self-insured retentions in the event of any claim.

9.5. The provisions of this section shall survive termination of this Agreement.

10. **Nondiscrimination.** During the term of this Agreement, Contractor shall not discriminate against any of its employees or applicants for employment because of their race, color, religion, sex, or national origin, and will abide by all Federal and State laws regarding nondiscrimination.

11. **Attorneys Fees and Waiver of Jury Trial.**

11.1. In the event of any litigation arising out of this Agreement, the prevailing party shall be entitled to recover its attorneys' fees and costs, including the fees and expenses of any paralegals, law clerks and legal assistants, and including fees and expenses charged for representation at both the trial and appellate levels.

11.2. IN THE EVENT OF ANY LITIGATION ARISING OUT OF THIS AGREEMENT, EACH PARTY HEREBY KNOWINGLY, IRREVOCABLY, VOLUNTARILY AND INTENTIONALLY WAIVES ITS RIGHT TO TRIAL BY JURY.

12. Indemnification.

12.1. Contractor shall indemnify and hold harmless the City, its officers, agents and employees, from and against any and all demands, claims, losses, suits, liabilities, causes of action, judgment or damages, arising from Contractor's performance or non-performance of any provision of this Agreement, including, but not limited to, liabilities arising from contracts between the Contractor and third parties made pursuant to this Agreement. Contractor shall reimburse the City for all its expenses including reasonable attorneys' fees and costs incurred in and about the defense of any such claim or investigation and for any judgment or damages arising from Contractor's performance or non-performance of this Agreement.

12.2. Nothing herein is intended to serve as a waiver of sovereign immunity by the City nor shall anything included herein be construed as consent to be sued by third parties in any matter arising out of this Agreement or any other contract. The City is subject to section 768.28, Florida Statutes, as may be amended from time to time.

12.3. The provisions of this section shall survive termination of this Agreement.

13. Notices/Authorized Representatives. Any notices required by this Agreement shall be in writing and shall be deemed to have been properly given if transmitted by hand-delivery, by registered or certified mail with postage prepaid return receipt requested, or by a private postal service, addressed to the parties (or their successors) at the addresses listed on the signature page of this Agreement or such other address as the party may have designated by proper notice.

14. Governing Law and Venue. This Agreement shall be construed in accordance with and governed by the laws of the State of Florida. Venue for any proceedings arising out of this Agreement shall be proper exclusively in Miami-Dade County, Florida.

15. Entire Agreement/Modification/Amendment.

15.1. This writing contains the entire Agreement of the parties and supersedes any prior oral or written representations. No representations were made or relied upon by either party, other than those that are expressly set forth herein.

15.2. No agent, employee, or other representative of either party is empowered to modify or amend the terms of this Agreement, unless executed with the same formality as this document.

16. Ownership and Access to Records and Audits.

16.1. Contractor acknowledges that all inventions, innovations, improvements, developments, methods, designs, analyses, drawings, reports, compiled information, and all similar or related information (whether patentable or not) which relate to Services to the City which are conceived, developed or made by Contractor during the term of this Agreement ("Work Product") belong to the City. Contractor shall promptly disclose such Work Product to the City and perform all actions reasonably requested by the City (whether during or after the term of this Agreement) to establish and confirm such ownership (including, without limitation, assignments, powers of attorney and other instruments).

16.2. Contractor agrees to keep and maintain public records in Contractor's possession or control in connection with Contractor's performance under this Agreement. The City Manager or her designee shall, during the term of this Agreement and for a period of three (3) years from the date of termination of this Agreement, have access to and the right to examine and audit any records of the Contractor involving transactions related to this Agreement. Contractor additionally agrees to comply specifically with the provisions of Section 119.0701, Florida Statutes. Contractor shall ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed, except as authorized by law, for the duration of the Agreement, and following completion of the Agreement until the records are transferred to the City.

16.3. Upon request from the City's custodian of public records, Contractor shall provide the City with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided by Chapter 119, Florida Statutes, or as otherwise provided by law.

16.4. Unless otherwise provided by law, any and all records, including but not limited to reports, surveys, and other data and documents provided or created in connection with this Agreement are and shall remain the property of the City.

16.5. Upon completion of this Agreement or in the event of termination by either party, any and all public records relating to the Agreement in the possession of the Contractor shall be delivered by the Contractor to the City Manager, at no cost to the City, within seven (7) days. All such records stored electronically by Contractor shall be delivered to the City in a format that is compatible with the City's information technology systems. Once the public records have been delivered upon completion or termination of this Agreement, the Contractor shall destroy any and all duplicate public records that are exempt or confidential and exempt from public records disclosure requirements.

16.6. Any compensation due to Contractor shall be withheld until all records are received as provided herein.

16.7. Contractor's failure or refusal to comply with the provisions of this section shall result in the immediate termination of this Agreement by the City.

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16.8. Notice Pursuant to Section 119.0701(2)(a), Florida Statutes. IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS: ERIKA GONZALEZ, MMC, 201 WESTWARD DRIVE, MIAMI SPRINGS, FL 33166, 305-805-5006, GONZALEZE@MIAMISPRINGS-FL.GOV.

17. **Nonassignability.** This Agreement shall not be assignable by Contractor unless such assignment is first approved by the City Manager. The City is relying upon the apparent qualifications and expertise of the Contractor, and such firm's familiarity with the City's area, circumstances and desires.

18. **Severability.** If any term or provision of this Agreement shall to any extent be held invalid or unenforceable, the remainder of this Agreement shall not be affected thereby, and each remaining term and provision of this Agreement shall be valid and be enforceable to the fullest extent permitted by law.

19. **Independent Contractor.** The Contractor and its employees, volunteers and agents shall be and remain an independent contractor and not an agent or employee of the City with respect to all of the acts and services performed by and under the terms of this Agreement. This Agreement shall not in any way be construed to create a partnership, association or any other kind of joint undertaking, enterprise or venture between the parties.

20. **Compliance with Laws.** The Contractor shall comply with all applicable laws, ordinances, rules, regulations, and lawful orders of public authorities in carrying out Services under this Agreement, and in particular shall obtain all required permits from all jurisdictional agencies to perform the Services under this Agreement at its own expense.

21. **Waiver.** The failure of either party to this Agreement to object to or to take affirmative action with respect to any conduct of the other which is in violation of the terms of this Agreement shall not be construed as a waiver of the violation or breach, or of any future violation, breach or wrongful conduct.

22. **Survival of Provisions.** Any terms or conditions of either this Agreement that require acts beyond the date of the term of the Agreement, shall survive termination of the Agreement, shall remain in full force and effect unless and until the terms or conditions are completed and shall be fully enforceable by either party.

23. **Prohibition of Contingency Fees.** The Contractor warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the Contractor, to solicit or secure this Agreement, and that it has not paid or agreed to pay any person(s), company, corporation, individual or firm, other than a

bona fide employee working solely for the Contractor, any fee, commission, percentage, gift, or any other consideration, contingent upon or resulting from the award or making of this Agreement.

24. **State Required Affidavits.** By entering into this Agreement, the Contractor agrees to review and comply with the following state affidavit requirements:

24.1. Public Entity Crimes Affidavit. Contractor shall comply with Section 287.133, Florida Statutes (Public Entity Crimes Statute), notification of which is hereby incorporated herein by reference, including execution of any required affidavit.

24.2. Scrutinized Companies. Contractor certifies that it is not on the Scrutinized Companies that Boycott Israel List or engaged in a boycott of Israel. Pursuant to section 287.135, Florida Statues, the City may immediately terminate this Agreement at its sole option if the Contractor is found to have submitted a false certification; or if the Contractor is placed on the Scrutinized Companies that Boycott Israel List or is engaged in the boycott of Israel during the term of the Agreement. If this Agreement is for more than one million dollars, the Contractor certifies that it is also not on the Scrutinized Companies with Activities in Sudan, Scrutinized Companies with Activities in the Iran Terrorism Sectors List, Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or engaged with business operations in Cuba or Syria as identified in Section 287.135, Florida Statutes. Pursuant to Section 287.135, Florida Statutes, the City may immediately terminate this Agreement at its sole option if the Contractor is found to have submitted a false certification; or if the Contractor is placed on the Scrutinized Companies with Activities in Sudan List, Scrutinized Companies with Activities in the Iran Terrorism Sectors List, Scrutinized Companies with Activities in Iran Petroleum Energy Sector List, or engaged with business operations in Cuba or Syria during the term of the Agreement.

24.3. E-Verify Affidavit. In accordance with Section 448.095, Florida Statutes, the City requires all contractors doing business with the City to register with and use the E-Verify system to verify the work authorization status of all newly hired employees. The City will not enter into a contract unless each party to the contract registers with and uses the E-Verify system. The contracting entity must provide of its proof of enrollment in E-Verify. For instructions on how to provide proof of the contracting entity's participation/enrollment in E-Verify, please visit: https://www.e-verify.gov/faq/how-do-i-provide-proof-of-my-participationenrollment-in-e-verify. By entering into this Agreement, the Contractor acknowledges that it has read Section 448.095, Florida Statutes; will comply with the E-Verify requirements imposed by Section 448.095, Florida Statutes, including but not limited to obtaining E-Verify affidavits from subcontractors; and has executed the required affidavit attached hereto and incorporated herein.

24.4. Noncoercive Conduct Affidavit. Pursuant to Section 787.06, Florida Statutes, a nongovernmental entity executing, renewing, or extending a contract

with a governmental entity is required to provide an affidavit, signed by an officer or a representative of the nongovernmental entity under penalty of perjury, attesting that the nongovernmental entity does not use coercion for labor or services as defined in Section 787.06(2)(a), Florida Statutes. By entering into this Agreement, the Contractor acknowledges that it has read Section 787.06, Florida Statutes, and will comply with the requirements therein, and has executed the required affidavit attached hereto and incorporated herein.

24.5. Prohibition on Contracting with Entities of Foreign Concern. Pursuant to Section 287.138, Florida Statutes (which is expressly incorporated herein by reference), a governmental entity may not knowingly enter into a contract with an entity which would give access to an individual's personal identifying information if (a) the entity is owned by the government of a foreign country of concern; (b) the government of a foreign country of concern has a controlling interest in the entity; or (c) the entity is organized under the laws of or has its principal place of business in a foreign country of concern. By entering into this Agreement, the Contractor acknowledges that it has read Section 287.138, Florida Statutes, and complies with the requirements therein, and has executed the required affidavit attached hereto and incorporated herein.

25. Counterparts. This Agreement may be executed in several counterparts, each of which shall be deemed an original and such counterparts shall constitute one and the same instrument.

26. Non-Exclusive Agreement. The City reserves the right to procure or acquire similar services from another provider while this Agreement is in full force and effect.

27. Background Checks. Prior to the execution of this Agreement, the Contractor shall furnish the City with a copy of a screening and background check, including a criminal background check for Contractor, its officials, agents, employees or subcontractors providing Services under this Agreement. The Contractor shall be responsible for updating the City in writing with any additions and deletions of the individuals authorized to provide Services under this Agreement. In the event that additional individuals are authorized to perform such Services, the Contractor shall furnish the City with a copy of a screening and background check, including a criminal background check, prior to such individual commencing such Services. It shall be in the City Manager's complete and sole discretion as to whether the type of check and the results are acceptable. If compliance with this section is required, the City shall select this box: ☒.

28. Conflicts; Order of Priority. This document without exhibits is referred to as the "Base Agreement." In the event of a conflict between the terms of this Agreement and any exhibits or attachments hereto, or any documents incorporated herein by reference, the conflict shall be resolved in the following order of priorities and the more stringent criteria for performance of the Services shall apply:

28.1. First Priority: Base Agreement;

28.2. Second Priority: Exhibit B – County Nonconsent Towing Rates Schedule, as may be amended from time to time; and

28.3. Third Priority: Exhibit A – the Scope of Services.

[Remainder of page intentionally left blank. Signature pages follow.]

DRAFT

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed the day and year as first stated above.

CITY OF MIAMI SPRINGS

By: _____
J.C. Jimenez, ICMA-CM
City Manager

Attest:

By: _____
Erika Gonzalez, MMC
City Clerk

Approved as to form and legal sufficiency:

By: _____
Weiss Serota Helfman Cole & Bierman, P.L.
City Attorney

Addresses for Notice:
City of Miami Springs
Attn: City Manager
201 Westward Drive
Miami Springs, FL 33166
305-805-5011 (telephone)
jimenezjc@miamisprings-fl.gov (email)

With a copy to:
Weiss Serota Helfman Cole & Bierman, P.L.
Attn: Haydee Sera, Esq.
City of Miami Springs Attorney
2800 Ponce de Leon Boulevard, 12th Floor
Coral Gables, FL 33134
hsera@wsh-law.com (email)

NU-WAY TOWING SERVICE, INC.

By: _____

Name: _____

Title: _____

Entity: _____

Addresses for Notice:
2343 NW 7 AVE, BAY 3
MIAMI, FL 33127
_____
_____
_____
305-572-0111 (telephone)
_____(email)

With a copy to:
_____
_____
_____
_____
_____(telephone)
_____(email)

DRAFT

E-VERIFY AFFIDAVIT

In accordance with Section 448.095, Florida Statutes, the City requires all contractors doing business with the City to register with and use the E-Verify system to verify the work authorization status of all newly hired employees. The City will not enter into a contract unless each party to the contract registers with and uses the E-Verify system.

The contracting entity must provide of its proof of enrollment in E-Verify. For instructions on how to provide proof of the contracting entity's participation/enrollment in E-Verify, please visit: https://www.e-verify.gov/faq/how-do-i-provide-proof-of-my-participationenrollment-in-e-verify

By signing below, the contracting entity acknowledges that it has read Section 448.095, Florida Statutes and will comply with the E-Verify requirements imposed by it, including but not limited to obtaining E-Verify affidavits from subcontractors.

☐ **Check here to confirm proof of enrollment in E-Verify has been attached to this Affidavit.**

In the presence of:

_____
Witness #1 Print Name: _____

_____
Witness #2 Print Name: _____

Signed, sealed and delivered by:

_____
Print Name: _____
Title: _____
Entity Name: _____

ACKNOWLEDGMENT

State of Florida
County of _____

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, this ____ day of _____, 20__, by_____ _____(name of person) as _____ (type of authority) for _____ (name of party on behalf of whom instrument is executed).

_____
Notary Public (Print, Stamp, or Type as Commissioned)

_____Personally known to me; or
_____Produced identification (Type of Identification:_____)
_____Did take an oath; or
_____Did not take an oath

DRAFT

AFFIDAVIT ATTESTING TO
NONCOERCIVE CONDUCT FOR LABOR OR SERVICES

Effective July 1, 2024, Section 787.06, Florida Statutes, a nongovernmental entity executing, renewing, or extending a contract with a governmental entity is required to provide an affidavit, signed by an officer or a representative of the nongovernmental entity under penalty of perjury, attesting that the nongovernmental entity does not use coercion for labor or services as defined in Section 787.06(2)(a), Florida Statutes.

By signing below, **I hereby affirm under penalty of perjury that**:

1. I have read Section 787.06, Florida Statutes, and understand that this affidavit is provided in compliance with the requirement that, upon execution, renewal, or extension of a contract between a nongovernmental entity and a governmental entity, the nongovernmental entity must attest to the absence of coercion in labor or services.

2. I am an officer or representative of _____, a nongovernmental entity.

3. _____ does not use coercion for labor or services as defined in the relevant section of the law.

In the presence of:

_____
Witness #1 Print Name: _____

_____
Witness #2 Print Name: _____

Under penalties of perjury, I declare that I have read the foregoing and the facts stated in it are true:

_____
Print Name: _____
Title: _____
Entity Name: _____

OATH OR AFFIRMATION

State of Florida
County of _____

Sworn to (or affirmed) and subscribed before me by means of ☐ physical presence or ☐ online notarization, this ___ day of _____, 20___, by_____ _____(name of person) as _____ (type of authority) for _____ (name of party on behalf of whom instrument is executed).

_____
Notary Public (Print, Stamp, or Type as Commissioned)

_____Personally known to me; or
_____Produced identification (Type of Identification:_____)
_____Did take an oath; or
_____Did not take an oath

DRAFT

AFFIDAVIT REGARDING PROHIBITION ON CONTRACTING WITH ENTITIES OF FOREIGN COUNTRIES OF CONCERN

Pursuant to Section 287.138, Florida Statutes (which is expressly incorporated herein by reference), a governmental entity may not knowingly enter into a contract with an entity which would give access to an individual's personal identifying information if (a) the entity is owned by ethe government of a foreign country of concern; (b) the government of a foreign country of concern has a controlling interest in the entity; or (c) the entity is organized under the laws of or has its principal place of business in a foreign country of concern.

This affidavit must be completed by an officer or representative of an entity submitting a bid, proposal, or reply to, or entering into, renewing, or extending, a contract with a governmental entity which would grant the entity access to an individual's personal identifying information.

1. _____ ("entity") does not meet any of the criteria in paragraphs (2)(a)-(c) of Section 287.138, F.S.

In the presence of:

Under penalties of perjury, I declare that I have read the foregoing and the facts stated in it are true:

_____ _____
Witness #1 Print Name: _____ Print Name: _____
_____ Title: _____
Witness #2 Print Name: _____ Entity Name: _____
_____

OATH OR AFFIRMATION

State of Florida
County of _____

Sworn to (or affirmed) and subscribed before me by means of ☐ physical presence or ☐ online notarization, this ___ day of _____, 20___, by_____ _____(name of person) as _____ (type of authority) for _____ (name of party on behalf of whom instrument is executed).

_____
Notary Public (Print, Stamp, or Type as Commissioned)

_____Personally known to me; or
_____Produced identification (Type of Identification:_____)
_____Did take an oath; or
_____Did not take an oath

DRAFT

EXHIBIT A
SCOPE OF SERVICES

1.1 GENERAL INFORMATION

The Contractor shall provide all necessary labor, materials, equipment, reports and expertise required to provide the citywide towing services, including but not limited to the tasks identified herein, which shall collectively be referred to as the "Services":

Contract scope includes the removal and storage of vehicles and equipment that are creating a traffic hazard, abandoned, disabled from a traffic crash, or for non-consensual removal of vehicles from public streets and areas within the City. The Contractor will provide 24-hour towing services, 365 days per year. The Contractor will supply the City with priority services. The Contractor will be given a call for wrecker services requested by the City unless a motorist makes a specific request for another wrecker or the City determines, at its sole discretion, that another contractor is better suited for the wrecker services.

The Contractor shall specify two (2) subcontractors that may be called upon to perform services in an emergency situation; subcontractor facilities and available equipment, which are subject to inspection by the City. If services are split between one or more towing firms, a staggered service schedule, at the direction of the City, shall be arranged and adhered to.

1.2 REQUESTS FOR SERVICE

All requests for service shall be made through the City Police Department, Code Compliance Division, or Public Works Department. The City reserves the right to cancel a request for service at any time, including up to the time of hookup.

All vehicles being towed to Contractor's storage compound shall be taken directly to that area. If after assessing an accident scene, the Police Officer or Aide determines the safety of the public requires immediate removal of the vehicle(s), or if the owner's requested tow service does not respond within a reasonable time, the Contractor may be required to remove the vehicle(s) to the side of the road or other safe area. If so, the owner of the vehicle so moved may be charged in accordance with the rate schedule.

1.3 REQUIRED RESPONSE TIME

The Contractor shall respond to the request for services within forty-five (45) minutes of the call for service. Contractor shall assess the call for service immediately, if the Contractor is unable to meet their obligation within the forty-five-minute time limit, the Contractor shall immediately call the requesting department back and notify them that they cannot respond in a timely manner. The Contractor shall call designated City-approved subcontractor to respond to the City's call. Subsequently, the City representative making the tow request shall be appropriately notified of the call's successful hand-off to subcontractor.

1.4 PAYMENT

The City will not be responsible for the collection or payment of any charge for services rendered by reasons of having dispatched service in accordance with this contract unless such service charge is a City authorized special service. All other such services rendered shall be charged to the owner of the towed vehicle or other lawful claimant of possession.

The motor vehicle owner and/or operator shall be responsible for payment of charges imposed by the Contractor in accordance with the contract rate structure.

Contractor shall accept payment from the vehicle owner or authorized representative for charges in any of at least three (3) of the following forms AT ALL TIMES:

1. Cash, money order, or valid traveler's check.

2. Valid credit card.

3. Valid personal check showing on its face the name and address of the vehicle owner or authorized representative.

4. Electronic funds transfer applications such as Paypal, Venmo, Zelle, or similar payment application.

1.5 ANCILLARY SERVICES

Any ancillary services are to be performed only if required and appropriate. If any such charges are questioned by the City, and such ancillary services were not noted on the Vehicle Storage Receipt, it shall be the Contractor's responsibility to prove the validity of such charges.

1.6 SPECIAL SERVICES

If additional duties, similar to those herein, but not specified, are required by the City, and the firm is able to provide those special services, those services may be requested under this contract by authorized City staff. Examples of such special services could be removal of an aircraft from water or recovery of a large piece of City equipment from mud.

In such instances, the City will depend upon the firm's experience in such matters and authorize the firm to assemble all necessary special equipment and staff, including use of subcontractors, to resolve the special or emergency situation. Whenever possible estimated costs for such special services shall be provided to the City prior to engaging in work and all costs shall be subject to negotiation. In any such instances the City reserves the right, time and circumstances permitting, to seek the special services elsewhere in accordance with the City procurement ordinances and code.

1.7 RELEASE

The Contractor shall directly release, within thirty (30) minutes of payment, any vehicle that has not been marked "hold" by the City, providing the proper proof of identification and ownership is presented. Any vehicle towed that is marked "hold" cannot be released without written authorization from the Police Department. Vehicles can be held up to five (5) days. If the period to hold the vehicle will exceed more than five days, the Police Department shall provide written authorization to the Contractor to continue to hold the vehicle, or the vehicle may be removed to the Police Department holding facility. The vehicle owner shall be responsible for storage fees from the 1st through the 5th day. The City shall be responsible for the storage fees after the 5th day. The Contractor shall release any vehicle towed in at the request of the City only to the driver with sufficient identification, or to the person whose name appears on the title or registration certificate as the registered owner of the vehicle, or to the authorized agent of such person. Persons who make application for the release of such a vehicle shall be required to present proof of ownership by presentation of a title or registration, and where applicable, proof of agency or copy of lease agreement.

The storage site must be open for release of vehicles seven (7) days per week, from 8:00 a.m. until 8:00 p.m., and when closed, shall have a sign prominently displayed indicating a telephone number in Miami- Dade County where the operator of the site can be reached at all times. Upon receipt of a telephoned request to open the site to release a vehicle between the hours of 8:00 p.m. and 8:00 a.m., the operator must respond to the site within one (1) hour by having an authorized employee appear at the site to allow release of the vehicle. The phone number posted shall be kept open for the receipt of calls at all times. If that line is busy for five (5) continuous minutes, it shall create a rebuttable presumption that the line has been disconnected in violation of this requirement.

All motor vehicles that have not been claimed must be disposed of according to state and county laws.

1.8 VIEWING OF IMPOUNDED VEHICLES / REMOVAL OF PERSONAL PROPERTY

The Contractor agrees to allow the registered owner of an impounded vehicle or the registered owner's agent or insurance representative, upon proper identification, to view said vehicle on the premises of the Contractor. The Contractor shall allow every vehicle owner or authorized representative to inspect the towed vehicle within a reasonable time upon his/her arrival at the storage facility and before payment of any charges. The vehicle owner or authorized representative shall be permitted to remove from the vehicle any and all personal possessions not affixed to the vehicle, including but not limited to telephones, tapes, medicines, tools, etc., and Contractor shall assist any vehicle owner/agent in doing so. Vehicle owner/authorized representative shall acknowledge receipt of such property on a form provided by Contractor.

The above provisions regarding the inspection, viewing, and photographing of a towed vehicle and the release of personal property do not apply to vehicles marked "HOLD" by the Police Department.

1.9 DROP FEES & CITY'S RIGHT TO CANCEL TOWS OR ORDER RELEASE OF VEHICLE

Drop fees occur when a vehicle owner arrives on the scene of a tow and the vehicle has been engaged (hooked) by the tow truck, but the tow truck has not left the scene. Although Florida low allows towing companies to assess a drop fee (of not more than 50% of the posted towing rates). **The City of Miami Spring's towing companies have agreed to voluntarily waive all drop fees. The same identification that is required to retrieve vehicle from a tow facility is required for drop fees to be waived.**

Contract Manager or designee reserves the right to cancel a tow on the scene before vehicle is attached to wrecker. Contract Manager or designee also reserves the right to order the release of an already impounded vehicle.

1.10 CITY VEHICLES

City vehicles and equipment up to and including 1-ton trucks and other heavy-duty Public Works vehicles shall be towed at no charge anywhere within Miami-Dade County, Broward County and Palm Beach County.

The City will not be charged for any scrap or derelict vehicles disposed of by the tow company. Calls for towing Miami Springs trucks and buses shall be responded to within thirty minutes. If unable to respond during the specified time, Contractor shall call a subcontractor to respond.

1.11 COMPLAINTS AND DISPUTES

All complaints will be forwarded to the Chief of Police or designee. If the incident requires formal investigation, the Contractor will be notified of the complaint by certified mail. The Contractor will have seven (7) business days to reply to the complaint in writing. After the investigation is completed, a memo will be forwarded to the Chief of Police regarding the outcome. If the complaint is sustained, a recommendation of disciplinary action against the Contractor will be forwarded to the Chief of Police.

The Contractor agrees that any complaints received by the City concerning misconduct on the part of the Contractor, such as excessive charges, poor business practices, damage to vehicles, etc., that cannot be resolved between the Contractor and the Police Chief's designee, will be referred to the Police Chief's office for appropriate action. If the complaint is not resolved to the satisfaction of the Police Chief or the owner of the vehicle, it may be referred to the City Manager's office.

1.12 CLEANLINESS

The Contractor will be responsible for the cleaning of cars and vehicles from the streets and roadways as ordered by the Police officers or aides. It shall be Contractor's responsibility to remove all glass and debris deposited upon the roadway, and leave the area in complete cleanliness.

If the Contractor is called by the Police Department to clean up an accident scene where another wrecker service has removed the vehicle, the Contractor may bill the owner of the vehicle in accordance with the rate schedule.

1.13 STORAGE FACILITY(IES)

The Contractor's storage and pick-up locations shall be properly identified by signs on the exterior of the structure, i.e. visible from the adjacent access road.

Inside Storage: Shall accommodate a minimum of four vehicles. Shall have paved floor, i.e. concrete or asphalt, in a condition acceptable to the City Police Department, free of dirt, standing water, vegetation, and/or articles inappropriate to or inconsistent with the operation of a towing service. It shall have a working area of 12' x 20' per vehicle, with at least an 8' ceiling. Facility shall have an outside window or ventilation system, and lighting sufficient to permit processing of vehicles. It must be located within the property of the Contractor's towing facility or in close proximity (walking distance). Said structure shall provide complete protection from weather and unauthorized entry.

Outside Storage: Shall be of a size to hold a minimum of twenty-five (25) vehicles, properly spaced to provide access for removal or addition of vehicles. Must have a durable surface, properly drained, and enclosed. Shrubbery, trees, and lawns shall be maintained and junk tires and auto parts shall not be stored. It must be screened from all public rights-of-way by a six (6) foot masonry wall, or fence. Any wire at the top of the wall or fence must be in addition to the six (6) foot. No repair work or servicing of vehicles shall be permitted in the storage area. Facility should have video camera required on exterior stored vehicles w/ at least 10 days of recorded time. Recording 24/7, low light cameras, or lighted storage space. The Contractor shall be responsible for all thefts and damage to stored vehicles occurring while the vehicle is in its possession.

1.14 OFFICE FACILITY (IES)

Shall include telephone and rest room facilities and work space (i.e. desk, phone). Shall have name and mailing address on front of building. Shall be separate from any other business or enterprise. Office and storage shall be at one location.

1.15 POSTING OF RATES FOR TOWING AND STORAGE

Contractors shall have contract rates posted in an area that will be plainly visible to the public (offices, waiting area, etc.) The posting shall have a heading that reads "City Police Contracted Towing Rates". The rates and heading shall be posted wherever the Contractor releases vehicles at the storage compound.

1.16 NON-CONSENT TOW RATES

Non-Consent Tow Rates shall be in accordance with Miami-Dade County Maximum Non-Consent Tow Rates applicable at the time of the requested tow and will only be adjusted by County revisions to these rates.

1.17 INSPECTIONS

The Contractor agrees that all records, equipment, personnel, office, and storage facilities will be subject to periodic inspections by properly authorized representatives of the City.

1.18 TOW TRUCK DRIVERS

Contractor shall be solely responsible for selecting, training and employing (or otherwise retaining) such personnel as is necessary for Contractor to satisfy the requirements of the Contract and to satisfactorily perform the work and services required under the Contract.

- Contractor shall perform driver's license screening on all employees with driving responsibilities and a copy of each employee's driver's license shall be kept on file by Contractor and made available upon request of the City Manager or designee.

- Contractor shall be required to provide all employees with uniforms. Which shall be subject to the prior written approval by the City Manager or designee.

- Contractor shall perform drug test screening on all employees and provide pass/fail results to the City Manager or designee, upon request.

Any and all employees and/or other individuals retained by Contractor, shall not, for any purposes, be considered to be employees of the City, and Contractor shall be solely responsible for their supervision and daily direction and control.

It is the intent of the City and Contractor, and Contractor acknowledges, that the Contractor is legally considered to be an independent contractor and that neither it, nor its officers, directors, employees, agents, contractors or servants, shall, under any circumstances, be considered officers, directors, employees, contractors, agents or servants of the City, and that the City shall at no time be legally responsible or liable for any negligent acts, errors, omissions, or misconduct on the part of Contractor, or any of its officers, directors, employees, contractors, agents or servants. Additionally, toward that end, Contractor agrees to *have* no markings on either vehicles, buildings, or correspondence that indicates or tends to indicate any official relationship between the Contractor and the City. Contractor shall have qualified, trained employees. It will also ensure that all drivers possess a valid commercial driver’s license in accordance with the law. Drivers used on City calls shall be neat, clean, courteous, sober and competent in operating skills.

1.19 EQUIPMENT REQUIREMENTS

Contractors shall provide and maintain and have available at all times a minimum of the following equipment (described in further detail below):

- Four (4) Class A wreckers
- Two (2) slide-back carriers, Class A or B
- One (1) Class B wrecker
- One (1) Class C wrecker (or greater)

All vehicles must be owned or directly leased by the Contractor. The Contractor shall produce evidence of ownership or valid first party lease of the required number of wreckers and slide back carriers. A rental agreement of Class B or C wreckers does not meet the qualifications of this contract. All equipment shall be maintained in a state of readiness for response as delineated in this contract, and be for the sole use of the Contractor.

All wreckers will be registered and shall have the appropriate licenses to operate as wreckers. All wreckers shall display a current decal issued by the City.

All equipment shall be free of unsightly damages and shall always be clean and presentable to the public. Inappropriate decals on tow trucks shall be removed. City reserves the right to determine what is inappropriate. All trucks shall have fenders, doors, hoods, and bumpers intact at all times when in operation. Company names, addresses, and phone numbers shall be visible on both doors of the Contractor call for service vehicles.

A) CLASS "A" WRECKER:

1. Commercially manufactured unit with a rated capacity of not less than 10,000 pounds gross vehicle weight (GVW), according to the manufacturer's identification plate. If there have been any modifications to the truck chassis that changes the GVW, documentation from the dealer or manufacturer supporting the changes must be provided.
2. Dual rear wheels
3. Cab to axle dimension of not less than 56 inches
4. Commercially manufactured hydraulic boom with a minimum total winching capacity of 8,000 pounds.
5. 100 feet of 3/8 inch steel core cable per winch
6. Hydraulically operated wheel lift with retracted rating of not less than 3,500

pounds and an extended rating of not less than 2,000 pounds.

7. Tow sling or tow bar with a safe lift rating of 3,500 pounds
8. Dolly equipped
9. Slings and protective devices to prevent damage to towed vehicle
10. Motorcycle sling
11. Four-way lug wrench
12. One pair of jumper cables
13. Air Tank
14. Tire plug kit to fix flat tires

B) CLASS “A” SLIDE BACK CAR CARRIER:

1. Commercially manufactured unit, with a rated capacity of not less than 14,500 pounds GVW.
2. Cab to axle dimension of not less than 102 inches.
3. Dual rear wheels
4. Hydraulically operated winch or winches with a minimum total winching capacity of 8,000 pounds.
5. 65 feet of 3/8 inch steel core cable per winch
6. Minimum of 17' hydraulically operated slide back or tilt bed
7. Four-way lug wrench
8. Two tie down chains, each ten feet in length.
9. One pair of jumper cables

C) CLASS "B" WRECKER:

1. Commercially manufactured unit with a rated capacity of not less than 18,000 pounds GVW, according to manufacturer’s identification plate. Any modifications to increase GVW must be documented by the dealer or manufacturer.
2. Cab to axle dimension of not less than 84 inches

3. Commercially manufactured boom or booms with a minimum total capacity of 24,000 pounds.

4. 200 feet of ½ inch steel core cable for each winch

5. Hydraulically operated winch or winches with a minimum total winching capacity of 24,000 pounds

6. Hydraulically operated under reach with a retracted rating of not less than 10,500 pounds and an extended rating of not less than 8,500 pounds

7. Two snatch blocks, minimum of 8,000-pound capacity each

8. Two scotch blocks

9. Six to eight feet of extra towing chain with hooks, minimum 5,000-pound capacity

10. Slings and protective devices to prevent damage to towed vehicles

11. Four-way lug wrench

12. One pair of jumper cables

D) CLASS "B" SLIDE BACK CAR CARRIER:

1. Commercially manufactured unit with a rated capacity of not less than 20,000 pounds GVW according to the manufacturer's identification plate. Any modification to increase the GVW must be documented by the dealer or manufacturer.

2. Cab to axle dimension of not less than 138 inches

3. Dual rear wheels

4. 21 feet or longer hydraulically operated slide back or tilt bed.

5. Hydraulically operated winch or winches with a minimum winching capacity of 8,000 pounds.

6. 65 feet of 3/8 inch steel core cable

7. Two-tie-down chains, each ten feet in length

8. One snatch block, minimum 8,000 pound capacity

9. Four-way lug wrench

10. One pair of jumper cables

E) CLASS "C" WRECKER:

1. Commercially manufactured unit with a rated capacity of not less than 30,000 pounds GVW according to manufacturer's identification plate. Any modifications to increase the GVW must be documented by the dealer or the manufacturer.

2. Cab to bogey dimension of not less than 144 inches

3. Commercially manufactured boom or booms with a minimum total winching capacity of 50,000 pounds.

4. Hydraulically operated winch or winches with a minimum total winching capacity of 50,000 pounds.

5. 200 feet of 5/8 steel core cable per winch.

6. Hydraulically operated under reach with a retracted rating of not less than 25,000 pounds and an extended rating of not less than 12,000 pounds.

7. Rear support jacks or outriggers

8. Two ½ inch alloy safety chains

9. Tow bar or tow-sling equipped

10. External air hookup and minimum hoses to supply air to disabled vehicles

11. Two snatch blocks, minimum 24,000-pound capacity for each

12. Two scotch blocks

13. Spring brake-air lock

14. Six to eight feet of extra towing chain with hooks, minimum 4,000-pound capacity.

F) CLASS "D" WRECKER

1. Commercially manufactured unit with a rated capacity of not less than 52,000 pounds GVW according to the manufacturer's identification plate. Any modification to increase GVW must be documented by the dealer or manufacturer.

2. Cab to bogey dimension of not less than 180 inches

3. Commercially manufactured booms or booms with a minimum total capacity of 70,000 pounds.

4. Hydraulically operated winch or winches with a minimum total winching capacity of 70,000 pounds.
5. 200 feet of ¾ inch steel core cable per winch
6. Hydraulically operated under reach with a retracted rating of not less than 45,000 pounds and an extended rating of not less than 12,000 pounds.
7. Rear support jacks or outriggers
8. Two ½ inch alloy safety chains
9. Tow bar or tow-sling equipped
10. External air hookup and minimum hoses to supply air to disabled vehicles
11. Two snatch blocks, minimum 24,000-pound capacity for each.
12. Spring bake-air lock
13. Two scotch blocks
14. Six to eight feet of extra towing chain with hoods, minimum 4,000-pound capacity

G) EQUIPMENT REQUIRED ON EACH VEHICLE:

1. Sand or oil absorbent material
2. Heavy duty broom
3. Reflectors
4. Proper safety lights
5. Amber rotational dome light
6. Two flood lights at rear
7. Two-way radio
8. Quick-start jumper cable equipment
9. Safety cones (2 minimum, day-glow orange, 2' high)
10. Shovel
11. Axe

12. Fire extinguisher - 5 lb. dry chemical U.L. approved
13. First aid kit, minimum 16 units.
14. Crow bar or pry bar
15. Bolt cutter
16. Water
17. Tire inflation capabilities
18. Extra towing chain (8’ to 10' with hooks)
19. Necessary hand tools
20. 4-way lug wrench
21. Steering wheel lock or belt or rope
22. Two jack stands
23. Flashlight
24. Six 30-minute fuses
25. Any other equipment as deemed necessary by the City.

1.20 SPECIAL EQUIPMENT

Equipment such as a lowboy, air cushions, or major street clean up equipment does not have to be part of the firm’s inventory. However, the firm must demonstrate, to the satisfaction of the City that such equipment is immediately available to firm when the need for this equipment occurs.

Lowboy specifications:

1. Hydraulic roll back, flatbed, tilt, self-loading with 50,000 lbs. minimum capacity. 60,000 lbs. GVW
2. Hydraulic winch capacity of 10,000 lbs. minimum
3. Size: 48 feet long and 102” wide
4. Company must have access to a certified scale capable of weighing vehicles involved in serious or fatal accidents at the request of the investigator.

1.21 CONTRACTOR’S EQUIPMENT DURING STATE OF EMERGENCY OR DISASTER

The Contractor shall be responsible for the following:

- The Contractor that is on call or on duty for the session or time frame when an emergency or disaster strikes shall have available at least two (2) Class A wreckers or Class A flatbeds at the disposal of the City Police Department.

- If the Contractor is not on call or is not on duty when an emergency or disaster strikes, the Contractor will make available one (1) Class A wrecker or Class A flatbed to the City Police Department.

The City Manager or designee will declare a state of emergency or state of disaster. The City Manager or designee will then notify the Contractor that a state of emergency or state of disaster exists and the required equipment is ordered on standby.

1.22 RADIO COMMUNICATIONS

The Contractor will provide all towing vehicles used pursuant to this agreement with two-way radio communication systems. The communication shall be between the Contractor's base station and all service trucks utilized in providing City towing service. The two-way radios will not be tuned to any City frequencies.

1.23 UNDERWATER DIVER

The Contractor shall furnish a certified underwater diver if requested by the Police Department for removal of submerged or partially submerged vehicles. The Contractor assumes all claims, liabilities, and expenses incurred by such diver. For every diver, duty time shall be computed from the time of arrival at the scene to the time vehicle or property is rigged and hoisted to dry land.

1.24 CITY DIVER

A City diver shall be used in the event of an emergency situation and the City will be reimbursed by the Contractor at the rate provided on the Miami-Dade County Maximum Non-Consent Tow Rates (refer to Attachment "B.") Any monies reimbursed to the City by the Contractor may in turn be charged back to the Owner. In the event of an emergency situation where a City diver is not available the Contractor shall supply a diver and will charge the owner in accordance with the Miami-Dade County Maximum Non-Consent Tow Rates. In the event of a non-emergency situation, vehicle owner shall be responsible for obtaining the services of a diver and wrecker for removal.

1.25 CHANGE OF TIRES / ROADSIDE ASSISTANCE

As a part of this service agreement, Contractor agrees to respond to requests from the Police and City Departments to change vehicle tires where necessary and to provide roadside assistance.

1.26 REPORTS

In addition to the Vehicle Storage Receipt written by the Miami Springs Police officer or aide, or City Inspector at the scene, the following reports will be prepared and maintained at the place of business:

1. A daily log of all calls for service by the Miami Springs Police Department will be kept, and two copies submitted to the Police Department once each week, one copy to the Records Supervisor and one copy to the Police Department Designee.

2. A log of all unclaimed vehicles will be submitted to the Police Department once each month, two copies, one copy to the Records Supervisor and one copy to the Police Department Designee.

3. A notification log indicating date, time, and method of notification to the registered owner of an impounded vehicle, as in accordance with the State of Florida Statues, EXCEPT THAT NOTIFICATION MUST BE MAILED TO REGISTERED OWNER WITHIN 48 HOURS OF PICK-UP OF

   VEHICLE. The owner shall not be charged for storage for any days between 48 hours and the actual time of mailing of notification.

4. A release report, along with the administration fees collected, shall be submitted once each month to the Records Supervisor, and a copy submitted to the Police Department Designee.

5. Contractor shall copy the Contract Manager on any correspondence with the vehicle owner.

1.27 ANNUAL PERFORMANCE REVIEW, INSPECTIONS AND AUDITS

The City may conduct an annual performance review of the Contractor. Criteria to be evaluated will consist of, but not be limited to, response times, complaints received, care and custody of vehicles and owners' possessions, condition of facilities and equipment, extent and clarity of records, and conduct of management and personnel. Such a review will be conducted ninety (90) days prior to the contract anniversary date and Contractor will be provided a written copy of the review. Within thirty (30) days of the sending of the review, Contractor shall respond to the review in writing, and the parties shall meet to discuss the review and other pertinent subjects. A final report that will consist of the review, Contractor's written response, and a summary of the annual review meeting will be prepared by City staff with a copy sent to the City Manager and Contractor.

The Contractor agrees that all records, equipment, personnel, office and storage facilities shall be subject to periodic checks and quarterly audits by representatives of the City without prior notice.

1.28 CRIME VICTIMS EXEMPTION

If the towed vehicle is determined by the Police Department's Police Legal Unit to be a crime scene and is being held for processing, no towing or storage charges shall be charged to the vehicle's owner.

1.29 ABANDONED AND DERELICT VEHICLES

The Contractor may dispose of equipment to compensate for towing and storage charges after all responsibilities called for in accordance with Florida Statutes. The Contractor agrees to maintain a log at the place of business listing date, time, and method of notification.

1.30 NON-EXCLUSIVE SERVICES

Nothing contained in this contract will prevent the owner or operator of a motor vehicle from calling a wrecker or tow truck of their choice or requesting that their vehicle be towed to a garage location or compound of his/her choice and not that of the City's Contractor (s) for Towing Services, unless the disabled vehicle cannot be removed in forty-five (45) minutes or less is creating a tie up of traffic or hazardous situation, in the opinion of the officer at the scene.

1.31 SPECIAL CONDITIONS

1.31.1 MINIMUM QUALIFICATIONS

Contractors shall meet the qualifications as follows, to include but not be limited to the following:

1. To be eligible to provide towing services for the City, firms must maintain an office and adequate storage facility located in the City or within a ten (10) mile radius of the City. Location shall be properly identified by signs on the exterior of the structure, i.e. visible from the adjacent access road.

2. Contractor must be regularly engaged in the towing business, be fully licensed to perform the work described herein, have prior successful experience in providing similar services during the past five (5) years, have satisfactory financial support, required equipment, staff, and organization sufficient to ensure that they can satisfactorily provide the services if awarded an exclusive service agreement.

3. Contractor shall not have any pending criminal or administrative charges against the firm, principal owners, partners, corporate officers, or management employees.

4. Twenty-four hour service for release of towed vehicles shall be available.

5. Ability to provide two (2) operators on duty at all times to avoid delays and

be able to respond to scene within forty-five (45) minutes.

6. Ability to accept at least three (3) forms of payment from customers AT ALL TIMES.

1.31.2 COMPENSATION

In full consideration of the services of the Contractor hereunder, the Contractor shall pay on each and every vehicle towed within the City, at the request of the City, an administrative charge in accordance with the Miami-Dade County Maximum Non-Consent Tow Rates (Refer to Attachment "B.") The administrative fee shall be paid automatically to the City on a monthly basis by the twentieth (20th) of the following month together with the list of tows. Failure to pay as provided for shall result in an interest penalty of 1.5% per month.

1.31.3 CITIZENS TOWING BILL OF RIGHTS

Awarded Contractors shall have the City Citizen's Towing Bill of Rights (the "COMS Bill of Rights") posted inside of all service vehicles assigned to the City as well as at the pick-up office window. This informational sheet shall include but not be limited to all tow rates, methods of payments, and complaint contact information and shall be available in English, Spanish and Creole. The final COMS Bill of Rights to be posted will be approved in advance by the City Manager. Any change to the approved COMS Bill of Rights shall also require the prior written approval of the City Manager or designee.

1.31.4 PROHIBITION AGAINST OTHER BUSINESSES

Successful Contractor(s) shall not engage directly or indirectly or through a subsidiary or other entity in the automobile paint and body repair business or salvage, junkyard or auto recycling. Further, the Contractor shall not undertake any repairs to, or remove any part or parts from, any vehicle towed or stored pursuant to the provisions herein. Contractor also agrees that during the term of the agreement, contractor shall have no financial ties to a body shop/auto repair shop and will not accept any compensation for referral work on towed vehicles. The Contractor agrees to refrain from soliciting any referrals from any auto body and/or repair facilities.

1.31.5 MATERIALS, INSPECTION, AND RESPONSIBILITY

The City shall have a right to inspect any vehicles/equipment/material to be used in carrying out this contract. The City does not assume any responsibility for the availability of any controlled materials or other materials and equipment required under this contract.

1.31.6 SUPERVISION

The Contractor shall be responsible for their employees and Subcontractors,

and for compliance with all laws and ordinances governing the work. Contractor shall have at all times a competent representative available to answer questions or handle problems, who shall be satisfactory to the City.

1.31.7 PROTECTION OF PROPERTY

The Contractor shall take extra precaution to protect all property while conducting services. Any damage done by the Contractor shall be corrected to its original or better state and shall be corrected to the satisfaction of the Contract Manager or designee.

1.31.8 PERSONNEL

The Contractor shall provide a list of names, complete with Driver's Licenses of all Contractor's personnel and subcontractors' personnel who will require access to the Police Department, along with a description of vehicles used, including license numbers. Contractor's personnel shall carry photo identification, commercial driver's license, and show same to City personnel at any time upon request. The City reserves the right to request the same of Subcontractors. All workers shall, at all times, wear a company shirt or badge identifying the company name and individual's name. All vehicles shall have the company logo visible on the outside of the vehicle.

1.31.9 SUBCONTRACTORS AND ACCOUNT MANAGERS

Subcontractors shall not be utilized on a regular basis but on occasion and in the event of an emergency wherein the Contractor may be unable to fulfill the response time requirement due to extenuating circumstances. The City shall approve any and all subcontractors used to respond to calls for service. The Contractor is fully responsible to the City for the acts and omissions of his subcontractors and of persons either directly or indirectly employed by said subcontractor. Nothing contained in the Contract Documents shall create any contractual relations between any subcontractor and the City. Subcontractor shall follow the scope of services as stated herein and shall not charge City for any tows. Prior to any Subcontractor's response to City calls for service, the Contractor shall obtain written approval of the subcontractors used within the terms of this contract, and shall submit for approval to the Police Department and the Procurement Division Certificates of Insurance. Subcontractors shall maintain the types of limits of insurance as required of the Contractor. A Subcontractor is a person or entity who has a direct contract with the Contractor to perform a portion of the services covered by these specifications. The Contractor shall furnish in writing to the City the names of the Subcontractors to be utilized **on an emergency basis**. The Contractor shall not contract with any Subcontractor to whom the City has made reasonable and timely objection. City shall have the right to approve all subcontractors, Account Manager, and staff assigned to City by Contractor. City shall have the right to approve all subcontractors, Account Manager, and staff assigned to City by Contractor.

The Contractor, before making any subcontract for any portion of the services, will state in writing to the City the name of the proposed subcontractor, the portion of the Services which the subcontractor is to do, the place of business of such subcontractor, and such other information as the City may require. The City will have the right to require the Contractor not to award any subcontract to a person, firm or corporation disapproved by the City. Before entering into any subcontract hereunder, the Contractor will inform the subcontractor fully and completely of all provisions and requirements of the Agreement relating either directly or indirectly to the Services to be performed. Such Services performed by such subcontractor will strictly comply with the requirements of this Contract.

The City may elect to have the Contractor provide all of these services, some of the services, or none of these services. The Contractor is not guaranteed any work by the City under this Agreement. All projects will be coordinated with the City Manager and/or the Police Department.

EXHIBIT B
COUNTY NONCONSENT TOWING RATES SCHEDULE

AGENDA MEMORANDUM

Meeting Date: September 8, 2025

To: The Honorable Mayor Walter Fajet and Members of the City Council

Via: J.C. Jimenez, City Manager

From: Matthew Castillo, Chief of Police

Subject: Approval of Agreement for Citywide Towing Services with Nu-Way Towing Service, Inc.

Recommendation: The Miami Springs Police Department respectfully recommends that the City Council authorize the City Manager to enter into an agreement with Nu-Way Towing Service, Inc. to provide citywide towing services for the City of Miami Springs, with services to be alternated between Nu-Way Towing and the City's current provider, Downtown Towing, in order to ensure consistent coverage and meet the operational demands of the Police Department, for an initial one (1) year term, with automatic one (1) year renewals thereafter unless terminated by the City, at no direct cost to the City as all towing charges will be collected from vehicle owners in accordance with the Miami-Dade County Maximum Non-Consent Tow Rates Schedule, with the City to receive monthly remittances of administrative fees from the Contractor, and pursuant to Section §31.11 (E)(1) of the City Code.

Discussion & Analysis:

The City of Miami Springs requires citywide towing services to ensure timely removal of vehicles that are abandoned, disabled due to crashes, obstructing public rights-of-way, or otherwise require non-consensual towing. These services are critical to maintaining public safety, traffic flow, and compliance with City Code.

The City has historically contracted with Downtown Towing for these services. To improve reliability and efficiency, the City now seeks to enter into an agreement with Nu-Way Towing Service, Inc. By alternating between Downtown Towing and Nu-Way Towing, the Police Department will have greater flexibility, reduced delays, and the ability to ensure consistent coverage for towing services.

- **Scope of Services:** Contractor will provide 24/7 towing and storage services, including removal of vehicles creating traffic hazards, abandoned vehicles, and police-ordered tows. Services will be delivered in accordance with the Miami-Dade County Maximum Non-Consent Towing Rates Schedule.

- **Term:** Initial one-year term beginning on the effective date, with automatic one-year renewals unless terminated by the City.

- **Compensation:**

  - Vehicle owners are charged in accordance with County non-consent tow rates.
  - Contractor shall remit to the City the administrative charges collected on each tow, payable monthly.
  - The City incurs no costs for standard towing services, except in the case of special services pre-authorized by the City.

- **City Vehicles:** Towing of City vehicles and equipment, including heavy-duty Public Works vehicles, will be provided at no cost within Miami-Dade, Broward, and Palm Beach Counties.

- **Performance & Oversight:** The Police Department will oversee compliance, monitor response times, investigate complaints, and conduct annual performance reviews.

- **Termination:** The City may terminate the agreement with or without cause upon notice.

Conclusion:
Approval of this agreement with Nu-Way Towing Service, Inc. will ensure that the City has an additional towing provider available to support public safety and operational needs.

Submission Date and Time: 9/2/2025 5:41 PM____

Submitted by:	**Approved by (sign as applicable):**	**Funding:**
Department: Police Department	**Dept. Head:** _____	**Dept./ Desc.:** _____
Prepared by: Ariadna Quintana	**Procurement:** _____	**Account** _____
Attachments: ☒ **Yes** ☐ **No**	**Asst. City Mgr.:** _____	**Additional Funding:** _____
Budgeted/Funded ☒ **Yes** ☐ **No**	**City Manager:** _____	**Current Request: $** _____
		FY25/26 Request: $ _____
		Total vendor amount: $ _____

RESOLUTION NO. 2025-____

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF MIAMI SPRINGS, FLORIDA, APPROVING AN AGREEMENT WITH PRODUCTIV ELEMENTS, LLC FOR CAMPAIGN FUNDRAISING CONSULTING SERVICES RELATING TO THE MIAMI SPRINGS CENTENNIAL CELEBRATION IN AN AMOUNT NOT TO EXCEED $26,500; PROVIDING FOR AUTHORIZATION; PROVIDING FOR WAIVER OF COMPETITIVE BIDDING; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Miami Springs (the "City") was incorporated on August 23, 1926, by Glenn Hammond Curtiss and James Bright and is one of the oldest and most historic municipalities within Miami-Dade County; and

WHEREAS, the City is set to celebrate its centennial on August 23, 2026; and

WHEREAS, in 2022, the City Council adopted Resolution No. 2022-4037, establishing an advisory committee known as the Centennial Committee to develop a vision for the City's centennial celebration, which vision may address potential activities, events, decorations, promotions, themes, and other preparations for the City's centennial; and

WHEREAS, the City is in need of campaign fundraising consulting services to assist the City in design and execute a focused fundraising campaign that secures the full budget for the City's Centennial Celebration events (the "Services") in coordination with the Centennial Committee; and

WHEREAS, the City Manager recommends that the City Council authorize the City Manager to negotiate and execute an agreement (the "Agreement") with Productiv Elements, LLC (the "Consultant") in substantially the form attached hereto as Exhibit "A" for the Services in an amount not to exceed $26,500, inclusive of optional support services during calendar year 2026 in the amount of $4,000 and Give Miami Day in the amount of $3,500; and

WHEREAS, the City Manager recommends that, in the interest of time and due to the immediate need to secure a consultant for the Services, the City Council waive the competitive procurement requirements of Section 31-11(E)(6)(g) of the City Code as being in the City's best interest; and

WHEREAS, the City Council wishes to waive the competitive procurement requirements of Section 31-11(E)(6)(g) of the City Code, approve the Agreement with the Consultant, and authorize the City Manager to negotiate and execute the Agreement with the Consultant for the Services in substantially the form attached hereto as Exhibit "A" in an amount not to exceed $26,500; and

WHEREAS, the City Council finds that this Resolution is in the best interest and welfare of the residents of the City.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF MIAMI SPRINGS, FLORIDA, AS FOLLOWS:

Section 1. Recitals. That the above recitals are confirmed, adopted, and incorporated herein and made a part hereof by reference.

Section 2. Approval. That the City Council hereby approves the Agreement with the Consultant for the Services.

Section 3. Authorization. That the City Council hereby authorizes the City Manager to negotiate and execute an agreement with the Consultant for the Services in substantially the form attached hereto as Exhibit "A" in an amount not to exceed $26,500, subject to approval by the City Attorney as to form, content, and legal sufficiency. The City Manager is further authorized to take all actions necessary to implement the purposes of the Agreement and this Resolution, including the execution of any required or related documents, subject to the approval of the City Attorney as to form, content, and legal sufficiency.

Section 4. Waiver. That the City Council hereby waives the competitive procurement requirements of the City Code pursuant to Section 31-11(E)(6)(g) of the City Code for the purchase of the uniforms as being in the best interest of the City.

Section 5. Effective Date. That this Resolution shall be effective immediately upon adoption.

The foregoing Resolution was offered by _____ who moved its adoption. The motion was seconded by _____ and upon being put to a vote, the vote was as follows:

Vice Mayor Jorge Santin	_____
Councilman Joseph Dion	_____
Councilman Orlando Lamas	_____
Councilman Fabian Perez-Crespo	_____
Mayor Dr. Walter Fajet	_____

PASSED AND ADOPTED this 8th day of September, 2025.

_____
DR. WALTER FAJET
MAYOR

ATTEST:

_____
ERIKA GONZALEZ, MMC
CITY CLERK

APPROVED AS TO FORM AND LEGAL SUFFICIENCY
FOR THE USE AND RELIANCE OF THE CITY OF MIAMI SPRINGS ONLY:

_____
WEISS SEROTA HELFMAN COLE & BIERMAN, P.L.
CITY ATTORNEY

PROFESSIONAL SERVICES AGREEMENT

BETWEEN

CITY OF MIAMI SPRINGS

AND

PRODUCTIV ELEMENTS, LLC

THIS AGREEMENT (this "Agreement") is made effective as of the _____ day of _____, 2025 (the "Effective Date"), by and between **CITY OF MIAMI SPRINGS, FLORIDA,** a Florida municipal corporation, (the "City") and **PRODUCTIV ELEMENTS, LLC**, a Florida limited liability company (hereinafter, the "Consultant").

WHEREAS, the City was incorporated on August 23, 1926, by Glenn Hammond Curtiss and James Bright and is one of the oldest and most historic municipalities within Miami-Dade County; and

WHEREAS, the City is set to celebrate its centennial on August 23, 2026; and

WHEREAS, the City is in need of campaign fundraising consulting services to assist the City in design and execute a focused fundraising campaign that secures the full budget for the City's Centennial Celebration events (the "Services") in coordination with the City's Centennial Committee, established pursuant to Resolution No. 2022-4037; and

WHEREAS, the Consultant has provided a Proposal (the "Proposal|") attached hereto as Exhibit "A" for the provision of the Services; and

WHEREAS, on September 8, 2025, the City Council adopted a resolution approving an Agreement with the Consultant for the provision of the Services in an amount not to exceed $26,500; and

WHEREAS, the City desires to engage the Consultant to perform the Services and provide the deliverables as specified below.

NOW, THEREFORE, in consideration of the mutual covenants and conditions contained herein, the City and the Consultant agree as follows:

1. Scope of Services.

1.1. Consultant shall provide the Services set forth in the Proposal attached hereto as Exhibit "A" and incorporated herein by reference (the "Services"). Consultant shall provide the additional Services to support the City during calendar year 2026 and/or Give Miami Day upon written notice to proceed issued by the City Manager, all as set forth in greater detail in the Proposal attached hereto as Exhibit "A."

1.2. Consultant shall furnish all reports, documents, and information obtained pursuant to this Agreement, and recommendations during the term of this Agreement (hereinafter "Deliverables") to the City.

2. Term/Commencement Date.

2.1. The term of this Agreement shall be from the Effective Date through December 31, 2026, thereafter, unless earlier terminated in accordance with Paragraph 8.

2.2. Consultant agrees that time is of the essence and Consultant shall complete the Services within the term of this Agreement, unless extended by the City Manager.

3. Compensation and Payment.

3.1. Consultant shall be compensated in an amount not to exceed $19,000 for the Services in accordance with the Proposal attached hereto as Exhibit "A." Compensation for additional support Services approved and authorized by the City Manager in writing shall be as follows:

3.1.1. Additional support Services for Give Miami Day: $3,500; and

3.1.2. Additional support Services for calendar year 2026: $4,000.

3.2. Consultant shall deliver an invoice to City no more often than once per month detailing Services completed and the amount due to Consultant under this Agreement. Fees shall be paid in arrears each month, pursuant to Consultant's invoice, which shall be based upon the percentage of work completed for each task invoiced. The City shall pay the Consultant in accordance with the Florida Prompt Payment Act after approval and acceptance of the Services by the City Manager.

4. Subconsultants.

4.1. The Consultant shall be responsible for all payments to any subconsultants and shall maintain responsibility for all work related to the Services.

4.2. Consultant may only utilize the services of a particular subconsultant with the prior written approval of the City Manager, which approval may be granted or withheld in the City Manager's sole and absolute discretion.

5. City's Responsibilities.

5.1. City shall make available any maps, plans, existing studies, reports, staff and representatives, and other data pertinent to the Services and in possession of the City, and provide criteria requested by Consultant to assist Consultant in performing the Services.

5.2. Upon Consultant's request, City shall reasonably cooperate in arranging access to public information that may be required for Consultant to perform the Services.

6. Consultant's Responsibilities; Representations and Warranties.

6.1. The Consultant shall exercise the same degree of care, skill and diligence in the performance of the Services as is ordinarily provided by a consultant under similar circumstances. If at any time during the term of this Agreement or within two (2) years from the completion of this Agreement, it is determined that the Consultant's Deliverables or Services are incorrect, not properly rendered, defective, or fail to conform to City requests, the Consultant shall at Consultant's sole expense, immediately correct its Deliverables or Services.

6.2. The Consultant hereby warrants and represents that at all times during the term of this Agreement it shall maintain in good standing all required licenses, certifications and permits required under Federal, State and local laws applicable to and necessary to perform the Services for City as an independent contractor of the City. Consultant further warrants and represents that it has the required knowledge, expertise, and experience to perform the Services and carry out its obligations under this Agreement in a professional and first class manner.

6.3. The Consultant represents that is an entity validly existing and in good standing under the laws of Florida. The execution, delivery and performance of this Agreement by Consultant have been duly authorized, and this Agreement is binding on Consultant and enforceable against Consultant in accordance with its terms. No consent of any other person or entity to such execution, delivery and performance is required.

7. Conflict of Interest.

7.1. To avoid any conflict of interest or any appearance thereof, Consultant shall not, for the term of this Agreement, provide any consulting services to any private sector entities (developers, corporations, real estate investors, etc.), with any current, or foreseeable, adversarial issues in the City.

8. Termination.

8.1. The City Manager, without cause, may terminate this Agreement upon five (5) calendar days' written notice to the Consultant, or immediately with cause.

8.2. Upon receipt of the City's written notice of termination, Consultant shall immediately stop work on the project unless directed otherwise by the City Manager.

8.3. In the event of termination by the City, the Consultant shall be paid for all work accepted by the City Manager up to the date of termination, provided that the Consultant has first complied with the provisions of Paragraph 8.4.

8.4. The Consultant shall transfer all books, records, reports, working drafts, documents, maps, and data pertaining to the Services and the project to the City,

in a hard copy and electronic format within fourteen (14) days from the date of the written notice of termination or the date of expiration of this Agreement.

8.5. Termination Due To Lack of Funding. This Agreement is subject to the condition precedents that: (i) City funds are available, appropriated and budgeted, for the Services annually for each year of the Term; (ii) the City secures and obtains any necessary proceeds, grants or loans for the accomplishment of the Services pursuant to any borrowing legislation adopted by the City Council relative to the Services; and (iii) the City Council enacts legislation or other necessary resolutions, which awards and authorizes the execution of this Agreement and the annual appropriation and budgeting for the Services. The City represents to Consultant that the City has adopted a resolution authorizing execution of this Agreement, if required by applicable law.

9. Insurance.

9.1. Consultant shall secure and maintain throughout the duration of this agreement insurance of such types and in such amounts not less than those specified below as satisfactory to City, naming the City as an Additional Insured, underwritten by a firm rated A-X or better by A.M. Best and qualified to do business in the State of Florida. The insurance coverage shall be primary insurance with respect to the City, its officials, employees, agents, and volunteers naming the City as additional insured. Any insurance maintained by the City shall be in excess of the Consultant's insurance and shall not contribute to the Consultant's insurance. The insurance coverages shall include at a minimum the amounts set forth in this section and may be increased by the City as it deems necessary or prudent.

9.1.1. Commercial General Liability coverage with limits of liability of not less than a $1,000,000 per Occurrence combined single limit for Bodily Injury and Property Damage. This Liability Insurance shall also include Completed Operations and Product Liability coverages and eliminate the exclusion with respect to property under the care, custody and control of Consultant. The General Aggregate Liability limit and the Products/Completed Operations Liability Aggregate limit shall be in the amount of $2,000,000 each.

9.1.2. Workers Compensation and Employer's Liability insurance, to apply for all employees for statutory limits as required by applicable State and Federal laws. The policy(ies) must include Employer's Liability with minimum limits of $1,000,000.00 each accident. No employee, subcontractor or agent of the Consultant shall be allowed to provide Services pursuant to this Agreement who is not covered by Worker's Compensation insurance. In order for this requirement to be waived, Consultant must provide proof of exemption from such laws. Information regarding eligibility for an exemption from the State of Florida Workers' Compensation Law is available at:

https://www.myfloridacfo.com/Division/wc/PublicationsFormsManualsReports/Brochures/Key-Coverage-and-Eligibility.pdf.

Exemptions may be applied for online through the Florida Department of Financial Services, Division of Workers' Compensation at:

https://www.myfloridacfo.com/Division/wc/Employer/Exemptions/default.htm.

9.1.3. Business Automobile Liability with minimum limits of $1,000,000 per occurrence, combined single limit for Bodily Injury and Property Damage. Coverage must be afforded on a form no more restrictive than the latest edition of the Business Automobile Liability policy, without restrictive endorsements, as filed by the Insurance Service Office, and must include Owned, Hired, and Non-Owned Vehicles.

9.1.4. Professional Liability Insurance in an amount of not less than One Million Dollars ($1,000,000.00) per occurrence, single limit. If Professional Liability Insurance is required, the City shall select this box: ☐.

9.2. Certificate of Insurance. Certificates of Insurance shall be provided to the City, reflecting the City as an Additional Insured (except with respect to Professional Liability Insurance and Worker's Compensation Insurance), no later than ten (10) days after award of this Agreement and prior to the execution of this Agreement by City and prior to commencing Services. Each certificate shall include no less than (30) thirty-day advance written notice to City prior to cancellation, termination, or material alteration of said policies or insurance. The Consultant shall be responsible for assuring that the insurance certificates required by this Section remain in full force and effect for the duration of this Agreement, including any extensions or renewals that may be granted by the City. The Certificates of Insurance shall not only name the types of policy(ies) provided, but also shall refer specifically to this Agreement and shall state that such insurance is as required by this Agreement. The City reserves the right to inspect and return a certified copy of such policies, upon written request by the City. If a policy is due to expire prior to the completion of the Services, renewal Certificates of Insurance shall be furnished thirty (30) calendar days prior to the date of their policy expiration. Each policy certificate shall be endorsed with a provision that not less than thirty (30) calendar days' written notice shall be provided to the City before any policy or coverage is cancelled or restricted. Acceptance of the Certificate(s) is subject to approval of the City.

9.3. Additional Insured. Except with respect to Professional Liability Insurance and Worker's Compensation Insurance**,** the City is to be specifically included as an Additional Insured for the liability of the City resulting from Services performed by or on behalf of the Consultant in performance of this Agreement. The Consultant's insurance, including that applicable to the City as an Additional Insured, shall apply on a primary basis and any other insurance maintained by the City shall be in excess of and shall not contribute to the Consultant's insurance. The Consultant's insurance shall contain a severability of interest provision providing that, except with respect to the total limits of liability, the insurance shall apply to

each Insured or Additional Insured (for applicable policies) in the same manner as if separate policies had been issued to each.

9.4. Deductibles. All deductibles or self-insured retentions must be declared to and be reasonably approved by the City. The Consultant shall be responsible for the payment of any deductible or self-insured retentions in the event of any claim.

9.5. The provisions of this section shall survive termination of this Agreement.

10. Nondiscrimination. During the term of this Agreement, Consultant shall not discriminate against any of its employees or applicants for employment because of their race, color, religion, sex, or national origin, and will abide by all Federal and State laws regarding nondiscrimination.

11. Attorneys Fees and Waiver of Jury Trial.

11.1. In the event of any litigation arising out of this Agreement, the prevailing party shall be entitled to recover its attorneys' fees and costs, including the fees and expenses of any paralegals, law clerks and legal assistants, and including fees and expenses charged for representation at both the trial and appellate levels.

11.2. IN THE EVENT OF ANY LITIGATION ARISING OUT OF THIS AGREEMENT, EACH PARTY HEREBY KNOWINGLY, IRREVOCABLY, VOLUNTARILY AND INTENTIONALLY WAIVES ITS RIGHT TO TRIAL BY JURY.

12. Indemnification.

12.1. Consultant shall indemnify and hold harmless the City, its officers, agents and employees, from and against any and all demands, claims, losses, suits, liabilities, causes of action, judgment or damages, arising from Consultant's performance or non-performance of any provision of this Agreement, including, but not limited to, liabilities arising from contracts between the Consultant and third parties made pursuant to this Agreement. Consultant shall reimburse the City for all its expenses including reasonable attorneys' fees and costs incurred in and about the defense of any such claim or investigation and for any judgment or damages arising from Consultant's performance or non-performance of this Agreement.

12.2. Nothing herein is intended to serve as a waiver of sovereign immunity by the City nor shall anything included herein be construed as consent to be sued by third parties in any matter arising out of this Agreement or any other contract. The City is subject to section 768.28, Florida Statutes, as may be amended from time to time.

12.3. The provisions of this section shall survive termination of this Agreement.

13. **Notices/Authorized Representatives.** Any notices required by this Agreement shall be in writing and shall be deemed to have been properly given if transmitted by hand-delivery, by registered or certified mail with postage prepaid return receipt requested, or by a private postal service, addressed to the parties (or their successors) at the addresses listed on the signature page of this Agreement or such other address as the party may have designated by proper notice.

14. **Governing Law and Venue**. This Agreement shall be construed in accordance with and governed by the laws of the State of Florida. Venue for any proceedings arising out of this Agreement shall be proper exclusively in Miami-Dade County, Florida.

15. **Entire Agreement/Modification/Amendment.**

15.1. This writing contains the entire Agreement of the parties and supersedes any prior oral or written representations. No representations were made or relied upon by either party, other than those that are expressly set forth herein.

15.2. No agent, employee, or other representative of either party is empowered to modify or amend the terms of this Agreement, unless executed with the same formality as this document.

16. **Ownership and Access to Records and Audits.**

16.1. Consultant acknowledges that all inventions, innovations, improvements, developments, methods, designs, analyses, drawings, reports, compiled information, and all similar or related information (whether patentable or not) which relate to Services to the City which are conceived, developed or made by Consultant during the term of this Agreement ("Work Product") belong to the City. Consultant shall promptly disclose such Work Product to the City and perform all actions reasonably requested by the City (whether during or after the term of this Agreement) to establish and confirm such ownership (including, without limitation, assignments, powers of attorney and other instruments).

16.2. Consultant agrees to keep and maintain public records in Consultant's possession or control in connection with Consultant's performance under this Agreement. The City Manager or her designee shall, during the term of this Agreement and for a period of three (3) years from the date of termination of this Agreement, have access to and the right to examine and audit any records of the Consultant involving transactions related to this Agreement. Consultant additionally agrees to comply specifically with the provisions of Section 119.0701, Florida Statutes. Consultant shall ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed, except as authorized by law, for the duration of the Agreement, and following completion of the Agreement until the records are transferred to the City.

16.3. Upon request from the City's custodian of public records, Consultant shall provide the City with a copy of the requested records or allow the records to be

inspected or copied within a reasonable time at a cost that does not exceed the cost provided by Chapter 119, Florida Statutes, or as otherwise provided by law.

16.4. Unless otherwise provided by law, any and all records, including but not limited to reports, surveys, and other data and documents provided or created in connection with this Agreement are and shall remain the property of the City.

16.5. Upon completion of this Agreement or in the event of termination by either party, any and all public records relating to the Agreement in the possession of the Consultant shall be delivered by the Consultant to the City Manager, at no cost to the City, within seven (7) days. All such records stored electronically by Consultant shall be delivered to the City in a format that is compatible with the City's information technology systems. Once the public records have been delivered upon completion or termination of this Agreement, the Consultant shall destroy any and all duplicate public records that are exempt or confidential and exempt from public records disclosure requirements.

16.6. Any compensation due to Consultant shall be withheld until all records are received as provided herein.

16.7. Consultant's failure or refusal to comply with the provisions of this section shall result in the immediate termination of this Agreement by the City.

16.8. Notice Pursuant to Section 119.0701(2)(a), Florida Statutes. IF THE CONSULTANT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONSULTANT'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS: ERIKA GONZALEZ, MMC, 201 WESTWARD DRIVE, MIAMI SPRINGS, FL 33166, 305-805-5006, GONZALEZE@MIAMISPRINGS-FL.GOV.

17. Nonassignability. This Agreement shall not be assignable by Consultant unless such assignment is first approved by the City Manager. The City is relying upon the apparent qualifications and expertise of the Consultant, and such firm's familiarity with the City's area, circumstances and desires.

18. Severability. If any term or provision of this Agreement shall to any extent be held invalid or unenforceable, the remainder of this Agreement shall not be affected thereby, and each remaining term and provision of this Agreement shall be valid and be enforceable to the fullest extent permitted by law.

19. Independent Contractor. The Consultant and its employees, volunteers and agents shall be and remain an independent contractor and not an agent or employee of the City with respect to all of the acts and services performed by and under the terms of this Agreement. This Agreement shall not in any way be construed to create a

partnership, association or any other kind of joint undertaking, enterprise or venture between the parties.

20. **Compliance with Laws.** The Consultant shall comply with all applicable laws, ordinances, rules, regulations, and lawful orders of public authorities in carrying out Services under this Agreement, and in particular shall obtain all required permits from all jurisdictional agencies to perform the Services under this Agreement at its own expense.

21. **Waiver.** The failure of either party to this Agreement to object to or to take affirmative action with respect to any conduct of the other which is in violation of the terms of this Agreement shall not be construed as a waiver of the violation or breach, or of any future violation, breach or wrongful conduct.

22. **Survival of Provisions.** Any terms or conditions of either this Agreement that require acts beyond the date of the term of the Agreement, shall survive termination of the Agreement, shall remain in full force and effect unless and until the terms or conditions are completed and shall be fully enforceable by either party.

23. **Prohibition of Contingency Fees.** The Consultant warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the Consultant, to solicit or secure this Agreement, and that it has not paid or agreed to pay any person(s), company, corporation, individual or firm, other than a bona fide employee working solely for the Consultant, any fee, commission, percentage, gift, or any other consideration, contingent upon or resulting from the award or making of this Agreement.

24. **State Required Affidavits.** By entering into this Agreement, the Consultant agrees to review and comply with the following state affidavit requirements:

    24.1. Public Entity Crimes Affidavit. Consultant shall comply with Section 287.133, Florida Statutes (Public Entity Crimes Statute), notification of which is hereby incorporated herein by reference, including execution of any required affidavit.

    24.2. Scrutinized Companies. Consultant certifies that it is not on the Scrutinized Companies that Boycott Israel List or engaged in a boycott of Israel. Pursuant to section 287.135, Florida Statues, the City may immediately terminate this Agreement at its sole option if the Consultant is found to have submitted a false certification; or if the Consultant is placed on the Scrutinized Companies that Boycott Israel List or is engaged in the boycott of Israel during the term of the Agreement. If this Agreement is for more than one million dollars, the Consultant certifies that it is also not on the Scrutinized Companies with Activities in Sudan, Scrutinized Companies with Activities in the Iran Terrorism Sectors List, Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or engaged with business operations in Cuba or Syria as identified in Section 287.135, Florida Statutes. Pursuant to Section 287.135, Florida Statutes, the City

may immediately terminate this Agreement at its sole option if the Consultant is found to have submitted a false certification; or if the Consultant is placed on the Scrutinized Companies with Activities in Sudan List, Scrutinized Companies with Activities in the Iran Terrorism Sectors List, Scrutinized Companies with Activities in Iran Petroleum Energy Sector List, or engaged with business operations in Cuba or Syria during the term of the Agreement.

24.3. E-Verify Affidavit. In accordance with Section 448.095, Florida Statutes, the City requires all contractors doing business with the City to register with and use the E-Verify system to verify the work authorization status of all newly hired employees. The City will not enter into a contract unless each party to the contract registers with and uses the E-Verify system. The contracting entity must provide of its proof of enrollment in E-Verify. For instructions on how to provide proof of the contracting entity's participation/enrollment in E-Verify, please visit: https://www.e-verify.gov/faq/how-do-i-provide-proof-of-my-participationenrollment-in-e-verify. By entering into this Agreement, the Consultant acknowledges that it has read Section 448.095, Florida Statutes; will comply with the E-Verify requirements imposed by Section 448.095, Florida Statutes, including but not limited to obtaining E-Verify affidavits from subcontractors; and has executed the required affidavit attached hereto and incorporated herein.

24.4. Noncoercive Conduct Affidavit. Pursuant to Section 787.06, Florida Statutes, a nongovernmental entity executing, renewing, or extending a contract with a governmental entity is required to provide an affidavit, signed by an officer or a representative of the nongovernmental entity under penalty of perjury, attesting that the nongovernmental entity does not use coercion for labor or services as defined in Section 787.06(2)(a), Florida Statutes. By entering into this Agreement, the Consultant acknowledges that it has read Section 787.06, Florida Statutes, and will comply with the requirements therein, and has executed the required affidavit attached hereto and incorporated herein.

24.5. Prohibition on Contracting with Entities of Foreign Concern. Pursuant to Section 287.138, Florida Statutes (which is expressly incorporated herein by reference), a governmental entity may not knowingly enter into a contract with an entity which would give access to an individual's personal identifying information if (a) the entity is owned by the government of a foreign country of concern; (b) the government of a foreign country of concern has a controlling interest in the entity; or (c) the entity is organized under the laws of or has its principal place of business in a foreign country of concern. By entering into this Agreement, the Consultant acknowledges that it has read Section 287.138, Florida Statutes, and complies with the requirements therein, and has executed the required affidavit attached hereto and incorporated herein.

25. Counterparts. This Agreement may be executed in several counterparts, each of which shall be deemed an original and such counterparts shall constitute one and the same instrument.

26. **Non-Exclusive Agreement.** The City reserves the right to procure or acquire similar services from another provider while this Agreement is in full force and effect.

27. **Background Checks.** Prior to the execution of this Agreement, the Consultant shall furnish the City with a copy of a screening and background check, including a criminal background check for Consultant, its officials, agents, employees or subcontractors providing Services under this Agreement. The Consultant shall be responsible for updating the City in writing with any additions and deletions of the individuals authorized to provide Services under this Agreement. In the event that additional individuals are authorized to perform such Services, the Consultant shall furnish the City with a copy of a screening and background check, including a criminal background check, prior to such individual commencing such Services. It shall be in the City Manager's complete and sole discretion as to whether the type of check and the results are acceptable. If compliance with this section is required, the City shall select this box: ☐.

28. **Conflicts; Order of Priority.** This document without exhibits is referred to as the "Base Agreement." In the event of a conflict between the terms of this Agreement and any exhibits or attachments hereto, or any documents incorporated herein by reference, the conflict shall be resolved in the following order of priorities and the more stringent criteria for performance of the Services shall apply:

    28.1. First Priority: Base Agreement; and

    28.2. Second Priority: Exhibit A – Proposal.

[Remainder of page intentionally left blank. Signature pages follow.]

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed the day and year as first stated above.

CITY OF MIAMI SPRINGS

By: _____
J.C. Jimenez, ICMA-CM
City Manager

Attest:

By: _____
Erika Gonzalez, MMC
City Clerk

Approved as to form and legal sufficiency:

By: _____
Weiss Serota Helfman Cole & Bierman, P.L.
City Attorney

Addresses for Notice:
City of Miami Springs
Attn: City Manager
201 Westward Drive
Miami Springs, FL 33166
305-805-5011 (telephone)
jimenezjc@miamisprings-fl.gov (email)

With a copy to:
Weiss Serota Helfman Cole & Bierman, P.L.
Attn: Haydee Sera, Esq.
City of Miami Springs Attorney
2800 Ponce de Leon Boulevard, 12th Floor
Coral Gables, FL 33134
hsera@wsh-law.com (email)

PRODUCTIV ELEMENTS, LLC

By: _____

Name: Carmen Algeciras
Authorized Member

Addresses for Notice:
8815 SW 96th Street
Miami, FL 33176
_____
_____
305-283-4790 (telephone)
carmen.algeciras@gmail.com (email)

With a copy to:
_____
_____
_____
_____
_____(telephone)
_____(email)

E-VERIFY AFFIDAVIT

In accordance with Section 448.095, Florida Statutes, the City requires all contractors doing business with the City to register with and use the E-Verify system to verify the work authorization status of all newly hired employees. The City will not enter into a contract unless each party to the contract registers with and uses the E-Verify system.

The contracting entity must provide of its proof of enrollment in E-Verify. For instructions on how to provide proof of the contracting entity's participation/enrollment in E-Verify, please visit: https://www.e-verify.gov/faq/how-do-i-provide-proof-of-my-participationenrollment-in-e-verify

By signing below, the contracting entity acknowledges that it has read Section 448.095, Florida Statutes and will comply with the E-Verify requirements imposed by it, including but not limited to obtaining E-Verify affidavits from subcontractors.

☐ **Check here to confirm proof of enrollment in E-Verify has been attached to this Affidavit.**

In the presence of:	Signed, sealed and delivered by:
_____	_____
Witness #1 Print Name: _____	Print Name: _____
	Title: _____
_____	
Witness #2 Print Name: _____	Entity Name: _____

ACKNOWLEDGMENT

State of Florida
County of _____

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, this ____ day of _____, 20__, by_____ _____(name of person) as _____ (type of authority) for _____ (name of party on behalf of whom instrument is executed).

_____
Notary Public (Print, Stamp, or Type as Commissioned)

_____Personally known to me; or
_____Produced identification (Type of Identification:_____)
_____Did take an oath; or
_____Did not take an oath

AFFIDAVIT ATTESTING TO
NONCOERCIVE CONDUCT FOR LABOR OR SERVICES

Effective July 1, 2024, Section 787.06, Florida Statutes, a nongovernmental entity executing, renewing, or extending a contract with a governmental entity is required to provide an affidavit, signed by an officer or a representative of the nongovernmental entity under penalty of perjury, attesting that the nongovernmental entity does not use coercion for labor or services as defined in Section 787.06(2)(a), Florida Statutes.

By signing below, **I hereby affirm under penalty of perjury that**:

1. I have read Section 787.06, Florida Statutes, and understand that this affidavit is provided in compliance with the requirement that, upon execution, renewal, or extension of a contract between a nongovernmental entity and a governmental entity, the nongovernmental entity must attest to the absence of coercion in labor or services.

2. I am an officer or representative of _____, a nongovernmental entity.

3. _____ does not use coercion for labor or services as defined in the relevant section of the law.

In the presence of:

_____
Witness #1 Print Name: _____

_____
Witness #2 Print Name: _____

Under penalties of perjury, I declare that I have read the foregoing and the facts stated in it are true:

_____
Print Name: _____
Title: _____
Entity Name: _____

OATH OR AFFIRMATION

State of Florida
County of _____

Sworn to (or affirmed) and subscribed before me by means of ☐ physical presence or ☐ online notarization, this ___ day of _____, 20___, by_____ _____(name of person) as _____ (type of authority) for _____ (name of party on behalf of whom instrument is executed).

_____
Notary Public (Print, Stamp, or Type as Commissioned)

_____Personally known to me; or
_____Produced identification (Type of Identification:_____)
_____Did take an oath; or
_____Did not take an oath

AFFIDAVIT REGARDING PROHIBITION ON CONTRACTING WITH ENTITIES OF FOREIGN COUNTRIES OF CONCERN

Pursuant to Section 287.138, Florida Statutes (which is expressly incorporated herein by reference), a governmental entity may not knowingly enter into a contract with an entity which would give access to an individual's personal identifying information if (a) the entity is owned by ethe government of a foreign country of concern; (b) the government of a foreign country of concern has a controlling interest in the entity; or (c) the entity is organized under the laws of or has its principal place of business in a foreign country of concern.

This affidavit must be completed by an officer or representative of an entity submitting a bid, proposal, or reply to, or entering into, renewing, or extending, a contract with a governmental entity which would grant the entity access to an individual's personal identifying information.

1. _____ ("entity") does not meet any of the criteria in paragraphs (2)(a)-(c) of Section 287.138, F.S.

In the presence of:

Under penalties of perjury, I declare that I have read the foregoing and the facts stated in it are true:

_____
Witness #1 Print Name: _____

_____
Witness #2 Print Name: _____

_____
Print Name: _____
Title: _____
Entity Name: _____

OATH OR AFFIRMATION

State of Florida
County of _____

Sworn to (or affirmed) and subscribed before me by means of ☐ physical presence or ☐ online notarization, this ___ day of _____, 20___, by_____ _____(name of person) as _____ (type of authority) for _____ (name of party on behalf of whom instrument is executed).

_____
Notary Public (Print, Stamp, or Type as Commissioned)

_____Personally known to me; or
_____Produced identification (Type of Identification:_____)
_____Did take an oath; or
_____Did not take an oath

EXHIBIT A
CONSULTANT'S PROPOSAL

Fundraising Plan Overview
Glenn H. Curtiss Monument & June Bug Legacy Memorial

Objective: Partner with the Centennial Committee to design and execute a focused fundraising campaign that secures the full project budget while coordinating seamlessly with broader Centennial fundraising.

Accelerated Campaign Plan (Sep 2025 – Aug 2026)

Foundation — Sept 2025 (Weeks 1–4)

- Final budget (incl. contingency).
- Case for Support + one-page sponsor menu & recognition matrix.
- **Nonprofit Fund Management Protocol**: restricted account set-up (city or fiscal sponsor), gift acceptance policy, pledge & payment schedules, receipting/acknowledgment language, signatories & controls, reporting cadence, and audit-ready documentation.
- Confirm champions/POCs/communication protocols with Committee to avoid overlap with Centennial appeals.
- **Deliverables:** Budget doc; Case for Support; Prospect In-take form, **Fund Management Protocol**; Coordination note; Recognition policy; Prospect pitch deck.

Prospect Research — Sept 2025 (overlaps Weeks 2–4)

- Committee opens doors; Productivelements qualifies & briefs each intro; lock Oct–Nov meeting slate.
- **Deliverables:** Prospect list & ratings report; meeting calendar.

Infrastructure (lightweight) — Sept 2025 (overlaps Weeks 2–4)

- Stand up tracker/CRM, pledge & gift-processing templates, talking points for champions.
- **Deliverables:** Infrastructure guide; collateral pack; outreach one-pager & scripts.

Lead Gifts & Grants — Oct 2025–Feb 2026

- Committee introductions; Productivelements solicits, negotiates, closes.
- Coordinated **PR on major gifts** with Committee/Centennial comms.
- **Deliverables:** Engagement log; proposal/grant files; signed pledges; PR plan & releases.

Wrap-Up & Unveiling — Mar–Aug 2026

- Close remaining gifts; convert pledges to cash; recognition fabrication/installation; dedication run-of-show.
- **Deliverables:** Recognition installed; dedication program & media; final campaign impact report.

Cash gates (schedule protection)

- **Nov 30 ’25:** ≥40% pledged / ≥20% cash
- **Dec 31 ’25:** ≥60% pledged / ≥35% cash
- **Feb 28 ’26:** ≥85% pledged / ≥60% cash
- **Apr 30 ’26:** 100% pledged / ≥80% cash
- **Jul 15 ’26:** ≥95% cash-in

Fundraising Plan Overview
Glenn H. Curtiss Monument & June Bug Legacy Memorial

Fee Schedule (No Grants):

Structure: fixed professional services retainer (no commission), front-loaded to reflect the bulk of strategy, prospecting, solicitation, and grant writing completed **before December 2025**.

Target raise: $250K • Front-loaded to align with year-end cash gates

Category	Timing	Fee	Purpose / Gate Alignment
Base Retainer	Sep 2025	$7,000	Foundation, case, fund-management protocol, prospect map, infrastructure. Sets up Nov/Dec gates.
	Oct 2025	$2,000	Prospect briefings; equip champions (talking points, collateral). Preps Nov 30 / Dec 31 gates.
	Nov 2025	$5,000	Major solicitations, follow-ups, PR coordination. **Target:** ≥40% pledged / ≥20% cash by **Nov 30**.
	Dec 2025	$5,000	Closings, pledge docs, year-end positioning. **Target:** ≥60% pledged / ≥35% cash by **Dec 31**.
Subtotal Retainer (Sep–Dec)		**$19,000**	Core front-loaded work.
Optional 2026 Coverage	Feb 2026	$1,500	Convert pledges to cash; follow-ups. **Target:** ≥85% pledged / ≥60% cash by **Feb 28**.
	Apr 2026	$1,000	Final pledge closures; cash conversion. **Target: 100% pledged / ≥80% cash by Apr 30**.
	Jul 2026	$500	Close out to ensure **≥95% cash-in by Jul 15**.
	Aug 2026	$1,000	Dedication support; recognition install; final impact report.
Subtotal Optional 2026		**$4,000**	Explicitly mapped to gates.
Give Miami Day (optional)	**Mid-Nov 2025 window**	*(flat $3,500 - Target raise: $15K)*	Profile refresh, 3 emails, 6 social posts, day-of command sheet & reporting; PR aligned with major-gift announcements.

Total (No Grants)

- Core retainer (Sep–Dec): $19,000
- With 2026 support: $23,000 (9.2% of total budget)
- **With Give Miami Day add-on:** +5% of GMD revenue (or $3,500 fixed)
- Retainer covers strategy, prospecting, solicitations, meetings, PR coordination with Committee, and infrastructure.

Fundraising Plan Overview
Glenn H. Curtiss Monument & June Bug Legacy Memorial

About ProductivElements

ProductivElements is a strategic advisory firm that helps community organizations, nonprofits, and mission-driven partners design and deliver results-focused campaigns. Led by founder Carmen Algeciras, who has raised over $40M for civic and cultural initiatives worldwide, our work combines strategic clarity, targeted donor engagement, and disciplined execution. With experience in complex and high-stakes environments, we bring the tools, networks, and structured approach needed to secure funding efficiently and coordinate seamlessly with multiple stakeholders, ensuring projects are delivered on time, on budget, and have a lasting impact.

AGENDA MEMORANDUM

Meeting Date: September 8, 2025

To: The Honorable Mayor and City Council

Via:

From: Jorge Fonseca, IT Director

Subject: **Resolution -** A Resolution Of The Mayor And The City Council Of The City Of Miami Springs, Florida, Approving An Agreement With Hayes E-Government Resources, Inc. For Citywide Office Telephone Services Utilizing The Terms And Conditions Of The Florida Department Of Management Services (FDMS) Contract No. DMS-17/18-004B; Providing For Authorization; Providing For Implementation; And Providing For An Effective Date.

Recommendation:
Recommendation by Information Technology Department that Council approve an expenditure in an amount not to exceed $1180.44 per month and one time charge of $679.45 for a month to month contract term to HAYES E-GOVERNMENT RESOURCES for the state contract of a new office telephone service citywide as funds were budgeted in the FY25/26 Budget pursuant to Section §31.11 (C)(2) of the City Code.

Discussion/Analysis:
This request is for the upgrading of our existing telephone system/service that has served the city for the past 6 years but has become unreliable and limited. The recommendation is for a hosted Avaya system configured to host services from pbx servers located at different locations throughout the country to minimize interruptions and downtime of services. The contract also includes 67 office handsets, J159 and J189 models, for all city offices, online dashboard controls for each user, centralized administrative management, 24/7 support, and highly customizable call flow options.

Funding:

Quote

Request ID	#4588306111
Inventory ID	#4588307696
Quote ID	#4714179201

Phases 1
Ready

Request Info
Ready

Customer Attachments 0
Ready

SUNCOM Attachments 0
Ready

Questions 0
Ready

Discussion 0
Ready

History
Ready

city phone system 2025

Customer Evaluating Quote

↳ AT&T

Statement of Work
standard features - approximately 25 DID numbers. 67 phone lines and phones

Go To Acceptance Page | ← Return for Revision

Retail MRC
$1,966.30

Retail NRC
$0.00

Pricing does not include any surcharge or fees mandated by the FCC.

Phase 1

Location by AT&T

Type of Data Connection (Selection Required)	Monthly	One-time
Type of Data Connection (Selection Required): Non-SUNCOM Option INT_4649	✔	---
Options		
Custom Hayes Avaya for Porting and DIDs associated with the Hosted Avaya service 1SN037	---	$0.00
Total	**$0.00**	**$0.00**

Subscriber x 95: *with the "UC CORE LIC FIXED SMART CODE" option*

DID	Monthly
Location INT_5628	✔
DID INT_6089	✔
Options	
UC CORE LIC FIXED SMART CODE 1SR220	$15.00
Total	**$15.00**
x 95	**$1,425.00**

Subscriber x 5: *with the "UC BASIC LIC FIXED SMART CODE" option*

DID	Monthly
Location INT_5628	✔
DID INT_6089	✔
Options	
UC BASIC LIC FIXED SMART CODE 1SR219	$11.95
Total	**$11.95**
x 5	**$59.75**

Equipment

Group/Location	Qty.	Rate	Monthly
		Total	**$481.55**

VoIP Group /Location`INT_4006`	1	✔	✔
Equipment Terms			
Equipment Term: Monthly Rental`INT_60MTH`	1	✔	✔
Options			
UC Hayes Custom System Administration`1SR247`	100	$1.12	$112.00
Avaya Equipment			
DAAS J159 IP PHONE NO POWER SUPPLY SUBSCRIPTION 5YR MONTHLY`1SR100`	95	$3.89	$369.55
		Total	**$481.55**

Quote

Request ID #4588306111

Inventory ID #4588307696

Quote ID #4588804220

Phases 1
Ready

Request Info
Ready

Customer Attachments 0
Ready

SUNCOM Attachments 0
Ready

Questions 0
Ready

Discussion 0
Ready

History
Ready

city phone system 2025

Evaluating

↳ Lumen

Statement of Work
standard features - approximately 25 DID numbers. 67 phone lines and phones

Go To Acceptance Page | ← Return for Revision

Retail MRC
$1,063.38

Retail NRC
$0.00

Pricing does not include any surcharge or fees mandated by the FCC.

Lumen Hosted VOIP

Statement of Work
Lumen will provide the City with 67 Poly E-220 Series Phones as end device for the HVOIP. We will provide 1 Poly Obi 302 Device for the one fax line. This price includes, unlimited long distance for Domestic, Canada, and Mexico. Also includes Onsite installation and Maintenance. We will include one WEBEX4BW Softphone Client with each Seat. Discounted pricing is based on a 60-month term. SFA #59675024 Quote#Q-01397824 OMR#R736384 Site Id: PL0000924108 CLM# 3250324

Phase Location
201 Westward Dr, Miami, Florida, 33166

Enterprise by Lumen

Enterprise		Monthly
EnterpriseINT_6152		✔
	Total	**$0.00**

Location

Select Enterprise	Monthly	One-time
Connect to EnterpriseINT_6133	✔	---
Type of Connection (Selection Required)		
Type of Connection (Selection Required): Dedicated IP - LumenINT_6135	✔	---
911 ACKNOWLDGEMENT		
911 AcknowledgementE-911 ACKNOWLDGEMENT	---	$0.00
Options		
Auto AttendantSCS-FL-1HV1184	$7.49	---
Hunt Group		
Hunt GroupSCS-FL-1HV1181	$3.21	---
Installation		
Installation: Installation NRC: Per Seat (5-yr.)SCS-FL-1HV1180	---	$0.00
Total	**$10.70**	**$0.00**

Subscriber x 67: *with the "Standard Seat" option*

Group / Location	Monthly
Group / Location `INT_6512`	✔
Seat Types	
Seat Types: Standard Seat `INT_6519`	✔
Standard Seat	
Standard Seat: Hosted VOIP Standard Seat (Polycom Edge E220) `SCS-FL-1HV1724`	$15.52
Additional Seat Options	
WEBEX4BW Softphone only `SCS-FL-1HV1716`	$0.00
Total	**$15.52**
x 67	**$1,039.84**

Subscriber: *with the "Hosted VOIP Analog Seat (Polycom OBI 302)" option*

Group / Location	Monthly
Group / Location `INT_6512`	✔
Seat Types	
Seat Types: Analog Seat `INT_6532`	✔
Analog Seat	
Analog Seat: Hosted VOIP Analog Seat (Polycom OBI 302) `SCS-FL-1HV1069`	$12.84
Additional Seat Options	
WEBEX4BW Softphone only `SCS-FL-1HV1716`	$0.00
Total	**$12.84**

RESOLUTION NO. 2025-____

A RESOLUTION OF THE MAYOR AND THE CITY COUNCIL OF THE CITY OF MIAMI SPRINGS, FLORIDA, APPROVING AN AGREEMENT WITH HAYES E-GOVERNMENT RESOURCES, INC. FOR CITYWIDE OFFICE TELEPHONE SERVICES UTILIZING THE TERMS AND CONDITIONS OF THE FLORIDA DEPARTMENT OF MANAGEMENT SERVICES (FDMS) CONTRACT NO. DMS-17/18-004B; PROVIDING FOR AUTHORIZATION; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Miami Springs (the "City") is in need of citywide office telephone services, including the provision of 67 office handsets, an online dashboard controls, centralized administrative management software, 24/7 support, and customizable call flows (the "Services") to meet the day-to-day needs of the City; and

WHEREAS, the type of Services required by the City have been competitively bid by the Florida Department of Management Services (FDMS), which has entered into the competitively awarded Contract No. DMS-17/18-004B (the "FDMS Contract") with AT&T Enterprises Florida, LLC, which has approved Hayes E-Government Resources, Inc. (the "Contractor") as an affiliate operating company; and

WHEREAS, Section 31-11(E)(5) of the City's Code of Ordinances (the "Code") provides that purchases of supplies, materials, or contractual services under the provisions of state or local government, or private sector cooperative purchasing or not-for-profit companies, bids or contracts shall be exempt from the competitive bid requirements otherwise applicable to such purchases; and

WHEREAS, in accordance with Section 31-11(E)(5) of the City's Code of Ordinances, the City Council seeks to authorize the City Manager to execute an agreement (the "Agreement") in substantially the form attached hereto as Exhibit "A" with the Contractor for the Services in an amount not to exceed $14,844.73 for the first year and in an amount not to exceed budgeted funds annually thereafter, consistent with the terms and conditions of the FDMS Contract; and

WHEREAS, the City Council finds that this Resolution is in the best interest and welfare of the citizens of the City.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF MIAMI SPRINGS, FLORIDA, AS FOLLOWS:

Section 1. Recitals. That the above recitals are confirmed, adopted, and incorporated herein and made a part hereof by reference.

Section 2. Approval. That the City Council hereby approves the Agreement with the Contractor for the Services pursuant to Section 31-11(E)(5) of the City Code.

Section 3. Authorization. That the City Council hereby authorizes the City Manager to execute the Agreement in substantially the form attached hereto as Exhibit "A in an amount not to exceed $14,844.73 for the first year and in an amount not to exceed budgeted funds annually thereafter, subject to the approval of the City Attorney as to form, content, and legal sufficiency.

Section 4. Implementation. That the City Manager is hereby authorized to take such further action as may be necessary to implement the purpose and provisions of the Agreement and this Resolution.

Section 5. Effective Date. This Resolution shall become effective immediately upon adoption.

The foregoing Resolution was offered by _____ who moved its adoption. The motion was seconded by _____ and upon being put to a vote, the vote was as follows:

Vice Mayor Jorge Santin	_____
Councilman Joseph Dion	_____
Councilman Orlando Lamas	_____
Councilman Fabian Perez-Crespo	_____
Mayor Dr. Walter Fajet	_____

PASSED AND ADOPTED this 8th day of September, 2025.

_____
DR. WALTER FAJET
MAYOR

ATTEST:

_____
ERIKA GONZALEZ, MMC
CITY CLERK

APPROVED AS TO FORM AND LEGAL SUFFICIENCY
FOR THE USE AND RELIANCE OF THE CITY OF MIAMI SPRINGS ONLY:

_____
WEISS SEROTA HELFMAN COLE & BIERMAN, P.L.
CITY ATTORNEY

EXHIBIT A

COVER AGREEMENT WITH HAYES E-GOVERNMENT RESOURCES, INC.

UTILIZING TERMS AND CONDITIONS OF

FLORIDA DEPARTMENT OF MANAGEMENT SERVICES (FDMS)

CONTRACT NO. DMS-17/18-004B

Quote

Request ID	*#4588306111*
Inventory ID	*#4588307696*
Quote ID	*#4632260712*

Phases 1
Ready

Request Info
Ready

Customer Attachments 0
Ready

SUNCOM Attachments 0
Ready

Questions 0
Ready

Discussion 0
Ready

History
Ready

city phone system 2025

Evaluating

↳ Windstream

Statement of Work
standard features - approximately 25 DID numbers. 67 phone lines and phones

Go To Acceptance Page | ← Return for Revision

Retail MRC
$1,180.44

Retail NRC
$679.45

Pricing does not include any surcharge or fees mandated by the FCC.

67 Basic OfficeSuite UC Users + 25 DID + 67 MITEL 6920w Phones with Installation

Statement of Work
OfficeSuite UC 67 Basic Seats and User Extensions 67 PC/MAC Softphone Add On 67 18-Key Color (6920w) Wi-Fi Phone POE Phones (***If no POE Switch we can provide or add a power supply for $1.07 per phone***) 25 Additional Phone Numbers Includes Site Survey On-Site Professional Installation Phone Installation Virtual line, local telephone number (DID), extension, license Three Simultaneous Call Capacity (Call Path) (SCC) Award Winning Online customer portal Desktop and mobile app (Chat, Presence & Contacts) Selective Call Routing Voicemail/Voicemail to Email CALL COVERAGE Direct incoming calls to any phone and change locations anytime online AUTO ATTENDANTS Get virtually unlimited auto attendants at no extra cost so that callers can self-select from a menu ADVANCED VOICEMAIL Receive notifications and messages from any phone, online or in email CONTACT CENTER TOOLS Optimize customer conversations by monitoring, evaluating and recording incoming calls BUILT-IN INTERCOM Page co-workers, even across mult

Phase Location
201 Westward Dr, Miami, Florida, 33166

Enterprise by Windstream

	Total	**$0.00**

Location

Select Enterprise		Monthly
Connect to Enterprise `INT_5909`		✔
Select a Provider		
Provider: OfficeSuite `INT_5769`		✔
	Total	**$0.00**

Subscriber x 67: *with the "OfficeSuite PC/MAC Softphone " option*

Group / Location		Monthly	One-time
Group / Location `INT_5912`		✔	---
Choose a Provider			
Providers: Windstream (OfficeSuite) `INT_6010`		✔	---
Seat LIcenses			
	Total	**$11.67**	**$5.35**
	x 67	**$781.89**	Build: 24.297.917 (p)

User Extension - BasicOFFSUITE01		$8.51	---
Features			
OfficeSuite PC/MAC Softphone OFFSUITE88		$3.16	---
Equipment Installation chargesOFFSUITE98		---	$5.35
	Total	**$11.67**	**$5.35**
	x 67	**$781.89**	**$358.45**

Subscriber: *with the "Site Survey" option*

Group / Location	Monthly	One-time
Group / LocationINT_5912	✔	---
Choose a Provider		
Providers: Windstream (OfficeSuite)INT_6010	✔	---
Features		
Site SurveyOFFSUITE96	---	$160.50
OfficeSuite Install FeeOFFSUITE97	---	$160.50
Total	**$0.00**	**$321.00**

Subscriber x 25: *with the "DID or Phone Number, Additional" option*

Group / Location	Monthly
Group / LocationINT_5912	✔
Choose a Provider	
Providers: Windstream (OfficeSuite)INT_6010	✔
Features	
DID or Phone Number, AdditionalOFFSUITE83	$2.14
Total	**$2.14**
x 25	**$53.50**

Equipment

Group / Location	Qty.	Rate	Monthly
Group / LocationINT_5911	1	✔	✔
Select a Provider			
Providers: OfficeSuiteINT_5969	1	✔	✔
Phones / Handsets			
18-Key Color LCD (6920) phoneOFFSUITE05	67	$5.15	$345.05
		Total	**$345.05**

PROFESSIONAL SERVICES AGREEMENT
BETWEEN
THE CITY OF MIAMI SPRINGS
AND
HAYES E-GOVERNMENT RESOURCES, INC.

THIS AGREEMENT (this "Agreement") is made effective as of the _____ day of _____, 2025 (the "Effective Date"), by and between the **CITY OF MIAMI SPRINGS, FLORIDA,** a Florida municipal corporation, (the "City"), and **HAYES E-GOVERNMENT RESOURCES, INC.,** a Florida profit corporation (hereinafter, the "Contractor"). Collectively, the City and the Contractor are referred to as the "Parties."

WHEREAS, the City is in need of citywide office telephone services, including the provision of 67 office handsets, an online dashboard controls, centralized administrative management software, 24/7 support, and customizable call flows (the "Services") to meet the day-to-day needs of the City; and

WHEREAS, the type of Services required by the City have been competitively bid the Florida Department of Management Services (FDMS), which has entered into the competitively awarded Contract No. DMS-17/18-004B (the "FDMS Contract") with AT&T Enterprises Florida, LLC, which has approved the Contractor as an affiliate operating company; and

WHEREAS, Section 31-11(E)(5) of the City Code of Ordinances (the "Code") provides that "All purchases of supplies, materials, or contractual services under the provisions of state or local government, or private sector Cooperative Purchasing or Not-For-Profit Companies, bids or contracts shall be exempt from the competitive bid requirements otherwise applicable to such purchases, provided that: (a) The terms and conditions of the original bid or contract by the state or local government are satisfactory to the City and that such terms and conditions are expressly extended to the City. (b) The bid or contract by the state or local government is in force prior to the proposed purchase of supplies or services by the City. (c) The purchasing agent has determined that purchasing materials, goods, supplies and contractual services under existing state or local government bids or contracts are in the best interests of the City."; and

WHEREAS, on September 8, 2025, the City Council adopted Resolution No. 2025-_____, authorizing the City Manager this Agreement with the Contractor for the Services in an amount not to exceed $14,844.73 for the first year and in an amount not to exceed budgeted funds annually thereafter, consistent with the terms and conditions of the FDMS Contract attached hereto as Composite Exhibit "A" and the Quote attached hereto as Exhibit "B"; and

WHEREAS, pursuant to Section 31-11(E)(5) of the City Code, the City desires to engage the Contractor to perform the Services and provide the deliverables as specified below.

DRAFT

NOW, THEREFORE, in consideration of the mutual covenants and conditions contained herein, the City and the Contractor agree as follows:

1. **Incorporation of Contract.** The terms and conditions of the FDMS Contract are incorporated as though fully set forth herein. Except as otherwise specifically set forth or modified herein, all terms in the FDMS Contract are hereby ratified and affirmed and shall remain unmodified and in full force and effect in accordance with its terms.

2. **Conflicts; Order of Priority.** This document without exhibits is referred to as the "Base Agreement." In the event of a conflict between the terms of this Agreement and any exhibits or attachments hereto, or any documents incorporated herein by reference, the conflict shall be resolved in the following order of priorities and the more stringent criteria for performance of the Services shall apply:

   A. First Priority: Base Agreement;

   B. Second Priority: State Required Affidavits;

   C. Third Priority: Composite Exhibit A — FDMS Contract; and

   D. Fourth Priority: Exhibit B — Contractor's Quote.

3. **Defined Terms**. All initial capitalized terms used in this Agreement shall have the same meaning as set forth in the FDMS Contract unless otherwise provided in this Agreement. All references to the Florida Department of Management Services (FDMS) shall be replaced with the City of Miami Springs where applicable.

4. **Counterparts.** This Agreement may be executed in several counterparts, each of which shall be deemed an original and such counterparts shall constitute one and the same instrument.

5. **Term.** The term for this Agreement shall commence on the Effective Date through one (1) year thereafter, unless terminated earlier by the City Manager. Additionally, the term of this Agreement shall automatically renew for additional one year renewal periods unless the City Manager provides five calendar days' notice of the City's intent not to renew prior to renewal.

6. **Scope of Work.** Contractor shall provide the Services in accordance with the requirements of the FDMS Contract attached hereto as Composite Exhibit "A" and based on the Contractor's Quote attached hereto as Exhibit "B."

7. **Compensation and Payment.**

   A. Compensation for the Services provided by the Contractor shall be in an amount not to exceed $14,844.73 for the first year of this Agreement and in an amount not to exceed the City's budgeted funds in subsequent fiscal years, in accordance with the unit pricing of the FDMS Contract attached hereto as Composite Exhibit "A" and the Quote attached hereto as Exhibit "B."

B. Contractor shall deliver an invoice to City no more often than once per month detailing Services completed and the amount due to Contractor under this Agreement. Fees shall be paid in arrears each month, pursuant to Contractor's invoice, which shall be based upon the percentage of work completed for each task invoiced. The City shall pay the Contractor in accordance with the Florida Prompt Payment Act after approval and acceptance of the Services by the City Manager.

8. **Independent Contractor.** The Contractor and its employees, volunteers and agents shall be and remain an independent contractor and not an agent or employee of the City with respect to all of the acts and services performed by and under the terms of this Agreement. This Agreement shall not in any way be construed to create a partnership, association or any other kind of joint undertaking, enterprise or venture between the parties.

9. **Notices/Authorized Representatives.** Any notices required by this Agreement shall be in writing and shall be deemed to have been properly given if transmitted by hand-delivery, by registered or certified mail with postage prepaid return receipt requested, or by a private postal service, addressed to the parties (or their successors) at the addresses listed on the signature page of this Agreement or such other address as the party may have designated by proper notice.

10. **Ownership and Access to Records and Audits.**

A. Consultant acknowledges that all inventions, innovations, improvements, developments, methods, designs, analyses, drawings, reports, compiled information, and all similar or related information (whether patentable or not) which relate to Services to the City which are conceived, developed or made by Consultant during the term of this Agreement ("Work Product") belong to the City. Consultant shall promptly disclose such Work Product to the City and perform all actions reasonably requested by the City (whether during or after the term of this Agreement) to establish and confirm such ownership (including, without limitation, assignments, powers of attorney and other instruments).

B. Consultant agrees to keep and maintain public records in Consultant's possession or control in connection with Consultant's performance under this Agreement. The City Manager or her designee shall, during the term of this Agreement and for a period of three (3) years from the date of termination of this Agreement, have access to and the right to examine and audit any records of the Consultant involving transactions related to this Agreement. Consultant additionally agrees to comply specifically with the provisions of Section 119.0701, Florida Statutes. Consultant shall ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed, except as authorized by law, for the duration of the Agreement, and following completion of the Agreement until the records are transferred to the City.

C. Upon request from the City's custodian of public records, Consultant shall provide the City with a copy of the requested records or allow the records to be inspected

or copied within a reasonable time at a cost that does not exceed the cost provided by Chapter 119, Florida Statutes, or as otherwise provided by law.

D. Unless otherwise provided by law, any and all records, including but not limited to reports, surveys, and other data and documents provided or created in connection with this Agreement are and shall remain the property of the City.

E. Upon completion of this Agreement or in the event of termination by either party, any and all public records relating to the Agreement in the possession of the Consultant shall be delivered by the Consultant to the City Manager, at no cost to the City, within seven (7) days. All such records stored electronically by Consultant shall be delivered to the City in a format that is compatible with the City's information technology systems. Once the public records have been delivered upon completion or termination of this Agreement, the Consultant shall destroy any and all duplicate public records that are exempt or confidential and exempt from public records disclosure requirements.

F. Any compensation due to Consultant shall be withheld until all records are received as provided herein.

G. Consultant's failure or refusal to comply with the provisions of this section shall result in the immediate termination of this Agreement by the City.

H. <u>Notice Pursuant to Section 119.0701(2)(a), Florida Statutes.</u> IF THE CONSULTANT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONSULTANT'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS: ERIKA GONZALEZ, MMC, 201 WESTWARD DRIVE, MIAMI SPRINGS, FL 33166, 305-805-5006, GONZALEZE@MIAMISPRINGS-FL.GOV.

11. **<u>Governing Law and Venue</u>**. This Agreement shall be construed in accordance with and governed by the laws of the State of Florida. Venue for any proceedings arising out of this Agreement shall be proper exclusively in Miami-Dade County, Florida.

12. **<u>State Required Affidavits.</u>** By entering into this Agreement, the Consultant agrees to review and comply with the following state affidavit requirements:

A. **Public Entity Crimes Affidavit.** Consultant shall comply with Section 287.133, Florida Statutes (Public Entity Crimes Statute), notification of which is hereby incorporated herein by reference, including execution of any required affidavit.

B. **Scrutinized Companies.** Consultant certifies that it is not on the Scrutinized Companies that Boycott Israel List or engaged in a boycott of Israel. Pursuant to section 287.135, Florida Statues, the City may immediately terminate this

Agreement at its sole option if the Consultant is found to have submitted a false certification; or if the Consultant is placed on the Scrutinized Companies that Boycott Israel List or is engaged in the boycott of Israel during the term of the Agreement. If this Agreement is for more than one million dollars, the Consultant certifies that it is also not on the Scrutinized Companies with Activities in Sudan, Scrutinized Companies with Activities in the Iran Terrorism Sectors List, Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or engaged with business operations in Cuba or Syria as identified in Section 287.135, Florida Statutes. Pursuant to Section 287.135, Florida Statutes, the City may immediately terminate this Agreement at its sole option if the Consultant is found to have submitted a false certification; or if the Consultant is placed on the Scrutinized Companies with Activities in Sudan List, Scrutinized Companies with Activities in the Iran Terrorism Sectors List, Scrutinized Companies with Activities in Iran Petroleum Energy Sector List, or engaged with business operations in Cuba or Syria during the term of the Agreement.

C. E-Verify Affidavit. In accordance with Section 448.095, Florida Statutes, the City requires all contractors doing business with the City to register with and use the E-Verify system to verify the work authorization status of all newly hired employees. The City will not enter into a contract unless each party to the contract registers with and uses the E-Verify system. The contracting entity must provide of its proof of enrollment in E-Verify. For instructions on how to provide proof of the contracting entity's participation/enrollment in E-Verify, please visit: https://www.e-verify.gov/faq/how-do-i-provide-proof-of-my-participationenrollment-in-e-verify. By entering into this Agreement, the Consultant acknowledges that it has read Section 448.095, Florida Statutes; will comply with the E-Verify requirements imposed by Section 448.095, Florida Statutes, including but not limited to obtaining E-Verify affidavits from subcontractors; and has executed the required affidavit attached hereto and incorporated herein.

D. Noncoercive Conduct Affidavit. Pursuant to Section 787.06, Florida Statutes, a nongovernmental entity executing, renewing, or extending a contract with a governmental entity is required to provide an affidavit, signed by an officer or a representative of the nongovernmental entity under penalty of perjury, attesting that the nongovernmental entity does not use coercion for labor or services as defined in Section 787.06(2)(a), Florida Statutes. By entering into this Agreement, the Consultant acknowledges that it has read Section 787.06, Florida Statutes, and will comply with the requirements therein, and has executed the required affidavit attached hereto and incorporated herein.

E. Prohibition on Contracting with Entities of Foreign Concern. Pursuant to Section 287.138, Florida Statutes (which is expressly incorporated herein by reference), a governmental entity may not knowingly enter into a contract with an entity which would give access to an individual's personal identifying information if (a) the entity is owned by the government of a foreign country of concern; (b) the government of a foreign country of concern has a controlling interest in the

entity; or (c) the entity is organized under the laws of or has its principal place of business in a foreign country of concern. By entering into this Agreement, the Consultant acknowledges that it has read Section 287.138, Florida Statutes, and complies with the requirements therein, and has executed the required affidavit attached hereto and incorporated herein.

[REMAINDER OF PAGE LEFT INTENTIONALLY BLANK.
SIGNATURE PAGE FOLLOWS]

DRAFT

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed the day and year as first stated above.

CITY OF MIAMI SPRINGS

By: _____
J.C. Jimenez, ICMA-CM
City Manager

Attest:

By: _____
Erika Gonzalez, MMC
City Clerk

Approved as to form and legal sufficiency:

By: _____
Weiss Serota Helfman Cole & Bierman, P.L.
City Attorney

Addresses for Notice:
City of Miami Springs
Attn: City Manager
201 Westward Drive
Miami Springs, FL 33166
305-805-5011 (telephone)
jimenezjc@miamisprings-fl.gov (email)

With a copy to:
Weiss Serota Helfman Cole & Bierman, P.L.
Attn: Haydee Sera, Esq.
City of Miami Springs City Attorney
2800 Ponce de Leon Boulevard, Suite 1200
Coral Gables, FL 33134
hsera@wsh-law.com (email)

HAYES E-GOVERNMENT RESOURCES, INC.

By: _____

Name: _____

Title: _____

Entity: _____

Addresses for Notice:
_____
_____
_____
_____
_____(telephone)
_____(email)

With a copy to:
_____
_____
_____
_____
_____(telephone)
_____(email)

DRAFT

EXHIBIT "A"

THE FLORIDA DEPARTMENT OF MANAGEMENT SERVICES (FDMS) CONTRACT NO. DMS-17/18-004B

EXHIBIT “B”

CONTRACTOR’S QUOTE

E-VERIFY AFFIDAVIT

In accordance with Section 448.095, Florida Statutes, the City requires all contractors doing business with the City to register with and use the E-Verify system to verify the work authorization status of all newly hired employees. The City will not enter into a contract unless each party to the contract registers with and uses the E-Verify system.

The contracting entity must provide of its proof of enrollment in E-Verify. For instructions on how to provide proof of the contracting entity's participation/enrollment in E-Verify, please visit: https://www.e-verify.gov/faq/how-do-i-provide-proof-of-my-participationenrollment-in-e-verify

By signing below, the contracting entity acknowledges that it has read Section 448.095, Florida Statutes and will comply with the E-Verify requirements imposed by it, including but not limited to obtaining E-Verify affidavits from subcontractors.

☐ **Check here to confirm proof of enrollment in E-Verify has been attached to this Affidavit.**

In the presence of:	Signed, sealed and delivered by:
_____	_____
Witness #1 Print Name: _____	Print Name: _____
	Title: _____
_____	
Witness #2 Print Name: _____	Entity Name: _____

ACKNOWLEDGMENT

State of Florida
County of _____

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, this ____ day of _____, 20__, by_____ _____(name of person) as _____ (type of authority) for _____ (name of party on behalf of whom instrument is executed).

_____
Notary Public (Print, Stamp, or Type as Commissioned)

_____Personally known to me; or
_____Produced identification (Type of Identification:_____)
_____Did take an oath; or
_____Did not take an oath

AFFIDAVIT ATTESTING TO
NONCOERCIVE CONDUCT FOR LABOR OR SERVICES

Effective July 1, 2024, Section 787.06, Florida Statutes, a nongovernmental entity executing, renewing, or extending a contract with a governmental entity is required to provide an affidavit, signed by an officer or a representative of the nongovernmental entity under penalty of perjury, attesting that the nongovernmental entity does not use coercion for labor or services as defined in Section 787.06(2)(a), Florida Statutes.

By signing below, **I hereby affirm under penalty of perjury that**:

1. I have read Section 787.06, Florida Statutes, and understand that this affidavit is provided in compliance with the requirement that, upon execution, renewal, or extension of a contract between a nongovernmental entity and a governmental entity, the nongovernmental entity must attest to the absence of coercion in labor or services.

2. I am an officer or representative of _____, a nongovernmental entity.

3. _____ does not use coercion for labor or services as defined in the relevant section of the law.

In the presence of:

_____
Witness #1 Print Name: _____

_____
Witness #2 Print Name: _____

Under penalties of perjury, I declare that I have read the foregoing and the facts stated in it are true:

_____
Print Name: _____
Title: _____
Entity Name: _____

OATH OR AFFIRMATION

State of Florida
County of _____

Sworn to (or affirmed) and subscribed before me by means of ☐ physical presence or ☐ online notarization, this ___ day of _____, 20___, by_____ _____(name of person) as _____ (type of authority) for _____ (name of party on behalf of whom instrument is executed).

_____
Notary Public (Print, Stamp, or Type as Commissioned)

_____Personally known to me; or
_____Produced identification (Type of Identification:_____)
_____Did take an oath; or
_____Did not take an oath

AFFIDAVIT REGARDING PROHIBITION ON CONTRACTING WITH ENTITIES OF FOREIGN COUNTRIES OF CONCERN

Pursuant to Section 287.138, Florida Statutes (which is expressly incorporated herein by reference), a governmental entity may not knowingly enter into a contract with an entity which would give access to an individual's personal identifying information if (a) the entity is owned by ethe government of a foreign country of concern; (b) the government of a foreign country of concern has a controlling interest in the entity; or (c) the entity is organized under the laws of or has its principal place of business in a foreign country of concern.

This affidavit must be completed by an officer or representative of an entity submitting a bid, proposal, or reply to, or entering into, renewing, or extending, a contract with a governmental entity which would grant the entity access to an individual's personal identifying information.

1. _____ ("entity") does not meet any of the criteria in paragraphs (2)(a)-(c) of Section 287.138, F.S.

In the presence of:

Under penalties of perjury, I declare that I have read the foregoing and the facts stated in it are true:

_____ _____
Witness #1 Print Name: _____ Print Name: _____
_____ Title: _____
Witness #2 Print Name: _____ Entity Name: _____
_____

OATH OR AFFIRMATION

State of Florida
County of _____

Sworn to (or affirmed) and subscribed before me by means of ☐ physical presence or ☐ online notarization, this ___ day of _____, 20___, by_____ _____(name of person) as _____ (type of authority) for _____ (name of party on behalf of whom instrument is executed).

_____
Notary Public (Print, Stamp, or Type as Commissioned)

_____Personally known to me; or
_____Produced identification (Type of Identification:_____)
_____Did take an oath; or
_____Did not take an oath

FLORIDA DEPARTMENT of management SERVICES
We serve those who serve Florida

4050 Esplanade Way
Tallahassee, FL 32399-0950
Tel: 850-488-2786 | Fax: 850-922-6149

Ron DeSantis, Governor

Jonathon R. Satter, Secretary

INVITATION TO NEGOTIATE

FOR

SUNCOM COMMUNICATION SERVICES

ITN NO: DMS-17/18-004

THE STATE OF FLORIDA

DEPARTMENT OF MANAGEMENT SERVICES

Procurement Officer: Gerri Faircloth
Departmental Purchasing
Florida Department of Management Services
4050 Esplanade Way, Suite 335A
Tallahassee, FL 32399-0950
Phone: (850) 413-7190
Email: dms.purchasing@dms.myflorida.com

Failure to file a protest within the time prescribed in section 120.57(3), Florida Statutes, or failure to post the bond or other security required by law within the time allowed for filing a bond shall constitute a waiver of proceedings under Chapter 120, Florida Statutes. Any protest must be timely filed with the Department of Management Services' Agency Clerk listed at:

http://www.dms.myflorida.com/agency_administration/general_counsel

NOTICE PURSUANT TO SECTION 287.057(23), FLORIDA STATUTES
Respondents to this solicitation or persons acting on their behalf may not contact, between the release of the solicitation and the end of the 72-hour period following the agency posting the notice of intended award, excluding Saturdays, Sundays, and state holidays, any employee or officer of the executive or legislative branch concerning any aspect of this solicitation, except in writing to the procurement officer or as provided in the solicitation documents. Violation of this provision may be grounds for rejecting a response.

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Attachment G – Component Price Sheet
Attachment H – Evaluator Scoring Workbook

Forms:

FORM 1 – CONTACT INFORMATION
FORM 2 – NOTICE OF CONFLICT OF INTEREST
FORM 3 – NON-COLLUSION AFFIDAVIT
FORM 4 – STATEMENT OF NO PRIOR DISQUALIFYING INVOLVEMENT
FORM 5 – ADDENDUM ACKNOWLEDGEMENT
FORM 6 – SUBCONTRACTING
FORM 7 – MANDATORY RESPONSIVENESS REQUIREMENTS

SECTION 1. INTRODUCTION

1.1 Solicitation Objective

The State of Florida, Department of Management Services (Department) is seeking to establish through this Invitation to Negotiate (ITN), a contract or contracts (Contract) for a collection of voice services, including Unified Communication Services, Session Initiation Protocol (SIP) Trunking Services, Contact Center Services, Legacy Local Access (Centrex) Services, and other related communication services and features collectively referred to herein as SUNCOM Communication Services (SCS).

The Department reserves the right to award a contract by Service Category to one (1) or more vendors, or no vendors at all, for all or part of the work contemplated by this solicitation that will provide a cost-efficient and high-quality solution for SCS. Through this single procurement, the Department intends to amalgamate the SCS contracts under one (1) procurement and add new voice service features now available in the telecommunications marketplace. The resulting Contract, if any, will be used by State of Florida agencies and other authorized entities, in accordance with Chapter 282, Part III, Communication Information Technology Services, Florida Statutes, collectively referred to as “Customers”.

If more than one (1) Contract is awarded, then the use of the terms “Contract,” “Contractor,” “Response,” and “Respondent,” include the plural when applicable.

1.2 Background

Prior to issuance of this solicitation, the Department contracted with a private vendor to develop a business case for SCS, in accordance with section 287.0571, Florida Statutes. The business case examined options for the future path of SCS and recommended that the Department issue an ITN for the services. That Enterprise Voice Services Business Case is incorporated into this procurement as Attachment D – Business Case, for background information purposes only, and does not contain specifications for this solicitation.

The Department has estimated that the annual total enterprise expenditures on the Contract resulting from this solicitation will be approximately $56 million. This estimate is for informational purposes only. Under no circumstances should this estimate be construed as representing actual, guaranteed, or minimum spend under any new Contract. This procurement is conducted in accordance with Specific Appropriation 2845, Chapter 2018-9, Laws of Florida.

1.3 Term

It is anticipated that the term of the Contract will be five (5) years with up to five (5) renewal years. The Contract may only be renewed in accordance with section 287.057(13), Florida Statutes.

1.4 Goals of the ITN

The goals of this ITN are to establish a Contract or Contracts as follows:

a) That promotes the delivery of cost-efficient and high-quality SCS;

b) That collectively provides statewide coverage for SCS;

c) That provides combinations of services to meet a variety of Customers’ needs while ensuring competitive pricing through this procurement and through a subsequent Specific Service

Request Process, for the services throughout the initial and any renewal years of the Contract, and;

d) That achieves the service objectives stated in Attachment A - Statement of Work (SOW), subsection 1.4.

1.5 Special Accommodations

Any person requiring a special accommodation due to a disability should contact the Department's Americans with Disabilities Act (ADA) Coordinator at (850) 922-7535. Requests for accommodation for meetings must be made at least five (5) business days prior to the meeting. A person who is hearing or speech impaired can contact the ADA Coordinator by using the Florida Relay Service at (800) 955-8771 (TDD).

1.6 Procurement Officer

The Procurement Officer is the **sole point of contact** for this procurement. Direct all contact with the Department to the procurement officer in writing by email.

Gerri Faircloth
Departmental Purchasing
Florida Department of Management Services
4050 Esplanade Way, Suite 335A
Tallahassee, FL 32399-0950
Phone: (850) 413-7190
Email: dms.purchasing@dms.myflorida.com

*****PLACE THE SOLICITATION NUMBER IN THE SUBJECT LINE OF ALL EMAILS TO THE PROCUREMENT OFFICER*****

If a Respondent is claiming that any portion of an email is trade secret under section 812.081, Florida Statutes, or otherwise confidential under Florida or Federal Law, the Respondent is to place the word "Confidential" in the subject line. (See also subsection 3.8.4 of this ITN for more information on confidential information.)

Respondents to this solicitation or persons acting on their behalf may not contact, between the release of the solicitation and the end of the 72-hour period following the agency posting the notice of intended award, excluding Saturdays, Sundays, and State holidays, any employee or officer of the executive or legislative branch concerning any aspect of this solicitation, except in writing to the procurement officer or as provided in the solicitation documents. **Violation of this provision may be grounds for rejecting a Reply.**

Any such contact by an affiliate, a person with a relevant business relationship with a Respondent, or an existing or prospective subcontractor to a Respondent is assumed to be on behalf of a Respondent unless shown otherwise.

SECTION 2. SOLICITATION PROCESS

2.1 General Overview

The ITN is a method of competitively soliciting contractual services under Chapter 287, Florida Statutes. This solicitation will be administered through the Vendor Bid System (VBS). Vendors interested in submitting a Reply are to comply with all terms and conditions described in this

solicitation. The Department will hold a public opening of the Replies at the date, time, and location provided in the Timeline of Events.

The ITN process is divided into two (2) phases: the evaluation phase (phase one) and the negotiation phase (phase two). The evaluation phase involves the Department's evaluation of Replies in accordance with subsections 4.1 - 4.3 of the ITN. During this phase, the Department evaluates all responsive Replies using the assessment scale against all evaluation criteria to establish a competitive range of replies reasonably susceptible of award. The Department then selects one or more Respondents within the competitive range with which to commence negotiations.

The negotiation phase involves negotiations by the Department with the Respondent or Respondents whose evaluated Replies were determined to be within the competitive range. During this phase, the Department may request revised Replies and best and final offers (BAFOs) based on the negotiations.

Final contract terms will be established during the negotiation phase. Once negotiations have concluded and BAFO(s) have been received and reviewed, the Department will hold a Negotiation Team public meeting to recommend Contract award(s). The Department intends to post a notice of intent to award Contract(s), identifying the responsive and responsible vendor(s) that provide the best value to the state based on the selection criteria set forth in subsection 4.5 of the ITN.

The Department reserves the right to accept or reject or waive any minor irregularity, technicality, or omission if the Department determines that doing so will serve the best interest of the state. At its option, the Department may allow a Respondent to correct minor irregularities but is under no obligation to do so. In doing so, the Department may request a Respondent to provide clarifying information to correct the irregularity.

Any reservation or listing of reservations of the Department's rights provided in this ITN is not intended to be exhaustive and shall not be construed to limit the rights of the Department in conducting this procurement.

2.2 Questions and Answers

Respondents will submit all questions during the Question and Answer period in writing to the Procurement Officer via email. The deadline for submission of questions is reflected in the Timeline of Events, subsection 2.3.

The Department requests that all questions have the solicitation number in the subject line of the email. Questions are requested to be submitted in the following format:

Question #	Respondent Name	Section	Page #	Question

Questions will not constitute a formal protest of the specifications of the solicitation. Department answers to written questions will be issued by addendum via the VBS.

2.3 Timeline of Events

The table below contains the anticipated Timeline of Events for this solicitation. The dates and times within the Timeline of Events are subject to change. It is the Respondent's responsibility to check the VBS for any changes. The Respondent is responsible for ensuring the Department receives all required documentation by the dates and times (Eastern Time) specified below (or as revised by addenda).

TIMELINE OF EVENTS		
Events	**Event Time (ET)**	**Event Date**
ITN posted on the VBS.		February 12, 2019
Deadline to submit questions to the Procurement Officer.	3:00 PM	March 15, 2019
Department's anticipated posting of answers to Respondent's questions on the VBS.		April 19, 2019
Deadline to submit Reply and all required documents to the Procurement Officer.	2:00 PM	June 7, 2019
Public Opening. Room 101 4050 Esplanade Way, Tallahassee, Florida 32399-0950	2:30 PM	June 7, 2019
Evaluation Phase.		June 17, 2019 to July 29, 2019
Evaluators' Public Meeting to confirm scores Room 101 4050 Esplanade Way, Tallahassee, Florida 32399-0950 Conference call # 1-888-585-9008 Participant code: 982866470#	10:00 AM	July 29, 2019
Negotiations Phase.		August 5, 2019 to January 8, 2020
Negotiation Team Public Meeting Room 101 4050 Esplanade Way, Tallahassee, Florida 32399-0950 Conference call # 1-888-585-9008 Participant code: 982866470#	10:00 AM	January 8, 2020
Post Notice of Intent to Award on the VBS.		January 14, 2020
Contract Execution.		TBD

2.4 Addendum to the solicitation

The Department reserves the right to modify this solicitation by issuing an addendum posted on the VBS. It is the responsibility of the Respondent to check the VBS for information and updates.

2.5 Receipt of Replies

2.5.1 Reply Deadline

The Respondent is responsible for ensuring the Department receives the Reply no later than the date and time provided in subsection 2.3 of this ITN (or as revised by addenda). Address Reply to the Procurement Officer at:

Gerri Faircloth
Departmental Purchasing
Florida Department of Management Services
4050 Esplanade Way, Suite 335A
Tallahassee, FL 32399-0950
Phone: (850) 413-7190
Email: dms.purchasing@dms.myflorida.com

All methods of delivery or transmittal to the procurement officer are exclusively the responsibility of Respondents and the risk of non-receipt or delayed receipt shall be borne exclusively by the Respondents.

2.5.2 Clarifications to Replies

No changes, modifications, or additions to the Replies will be allowed after the Replies have been opened, except as negotiated during the negotiation phase. However, the Department reserves the right to seek clarifications from any Respondent at any time.

2.6 Respondent Firm Offer

The Department may enter into a Contract within three hundred sixty-five (365) calendar days after the date of the Notice of Intent to Award, during which period Replies shall remain firm and shall not be withdrawn. If a Contract is not executed within three hundred sixty-five (365) calendar days, the Replies shall remain firm until either the Contract is executed or the Department receives from a Respondent written notice that a Reply is withdrawn. Any Reply that expresses a shorter duration may, in the Departments' sole discretion, be accepted or rejected.

SECTION 3. GENERAL INSTRUCTIONS

3.1 Introduction

This section contains the Instructions to Respondents.

3.2 MFMP Registration

The awarded Respondent, if any, must have completed this process prior to Contract execution. For additional information, please visit: https://Respondent.myfloridamarketplace.com/.

The awarded Respondent will be required to pay the required MFMP transaction fee(s) as specified in subsection 3.9 of Attachment B - Draft Contract, unless an exemption has been requested and approved pursuant to Rule 60A-1.031, Florida Administrative Code.

3.3 Florida Substitute Form W-9 Process

A State of Florida Contractor ***must*** have registered and completed an electronic Florida Substitute Form W-9. The Internal Revenue Service (IRS) receives and validates the information Respondents provide on the Form W-9.

For instructions on how to complete the Florida Substitute Form W-9, please visit: http://www.myfloridacfo.com/Division/AA/StateAgencies/W-9Instructions022212.pdf

The awarded Respondent must have completed this process prior to Contract execution.

3.4 Website References

Do not incorporate or reference dynamic links that are external to the document. Provide screen shots in lieu of references to websites. References to dynamic links (Universal Resource Locators) will not be considered as part of the Respondent's Reply.

3.5 How to Submit a Reply

Respondents are responsible for submitting their Replies by the date and time specified in the Timeline of Events of this solicitation. Respondents are to submit the Reply in a sealed box(es) indicating the Respondent's name, the ITN number, and the Procurement Officer containing the following:

3.5.1 One (1) original, un-redacted bound version of the Reply with the Vendor's Service Catalog in separate sealed envelope and the Attachment G – Component Price Sheet in a separate sealed envelope, and nine (9) un-redacted bound paper copies, with the Vendor's Service Catalog and the Attachment G – Component Price Sheet each in separate sealed envelopes.

3.5.2 One (1) electronic copy of the entire Reply in Adobe (.pdf) on a USB flash drive (CD/DVD format is also acceptable). Large files should be scanned as separate files, and;

3.5.3 If applicable, one (1) electronic redacted copy of the entire Reply on a USB flash drive, as described in subsection 3.8 of this ITN. Large files should be scanned as separate files.

All electronic documents are to be searchable to the fullest extent practicable. Paper and electronic copies of Replies are to consist of identical information. In the event of a conflict between the copies, the original paper Reply controls.

Clearly mark on the outside of the sealed package the solicitation number, company name, and Procurement Officer Name.

Submit Replies to the Procurement Officer at the address listed in subsection 1.6, Procurement Officer.

Prepare Replies simply and economically, providing a straightforward, concise delineation of the Respondent's capabilities to satisfy the requirements of this solicitation. The emphasis of each Reply should be on completeness and clarity of content.

Replies that are not timely submitted with all required information may be deemed nonresponsive.

3.6 Mandatory Responsiveness Requirements

The Department will not evaluate Replies that do not meet the minimum mandatory requirements listed below. Responses to Attachment A - Statement of Work will be scored at the evaluation phase. Responses to Attachment A - Statement of Work and Evaluator scores will not be used to determine the responsiveness of the Replies.

The certifications required in subsections 3.6.1 through 3.6.5 are to be accomplished through the execution of Form 7. A Reply will be deemed nonresponsive if it fails to contain a signed Form 7 and the documentation required in subsections 3.6.6 and 3.6.7.

3.6.1 The person submitting the Reply must certify that the person is authorized to respond to this solicitation on behalf of the Respondent.

3.6.2 The Respondent must certify that it is in compliance with the requirements of this ITN, including subsection 3.9.

3.6.3 The Respondent must certify that that neither it, nor its affiliates, is a convicted vendor or a discriminatory vendor as described in section 287.133 and section 287.134, Florida Statutes, respectively.

3.6.4 The Respondent must certify that the Respondent is not on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or the Scrutinized Companies that Boycott Israel List, and is not participating in a boycott of Israel.

3.6.5 The Respondent must certify that the Respondent is currently authorized to do business with the State, or will attain authorization through the Department of State, Division of Corporations, should the Respondent be awarded the Contract. Website: www.sunbiz.org

NOTE: The certifications required in subsections 3.6.1 through 3.6.5 are to be accomplished through the execution of Form 7. For subsections 3.6.6 and 3.6.7, Respondent must provide the required documents.

3.6.6 The Respondent must provide the Department with an Attachment G – Component Price Sheet.

3.6.7 The Respondent must provide a Vendor's Service Catalog with detailed pricing for all services Respondent proposes in this procurement that is not otherwise provided for in Attachment G – Component Price Sheet.

3.7 Contents of Reply

All Replies are to be organized in sections as directed below. The Department reserves the right to waive any minor irregularity, technicality, or omission if the Department determines that doing so will serve the best interest of the state. Submit the following sections of the Reply in one (1), sealed package to the Procurement Officer. In Tab 3, submit the Attachment G – Component Price Sheet and Vendor's Service Catalog in separate sealed envelopes, within the sealed Reply package.

Organize the Reply as follows:

Tab 1 A cover letter on the Respondent's letterhead with the following information:

a. Company name and physical address;
b. Primary location from where the work will be performed;
c. Contact information for primary point of contact, including phone and email address; and
d. Federal Employer Identification (FEID) Number.

Tab 2 Completed FORMS and Attachments:

FORM 1 – CONTACT INFORMATION
FORM 2 – NOTICE OF CONFLICT OF INTEREST
FORM 3 – NON-COLLUSION STATEMENT
FORM 4 – STATEMENT OF NO PRIOR DISQUALIFYING INVOLVEMENT
FORM 5 – ADDENDUM ACKNOWLEDGEMENT
FORM 6 – SUBCONTRACTING

Tab 3 Mandatory Responsiveness Requirements:

- A signed FORM 7 – MANDATORY RESPONSIVENESS REQUIREMENTS.
- The Respondent's Attachment G – Component Price Sheet **in a separate sealed envelope.**
- The Respondent's proposed Vendor's Service Catalog **in a separate sealed envelope.**

Tab 4 Respondent's Reply to the Statement of Work

A response to each subsection in the Attachment A - Statement of Work, where it is requested and where the subsection is applicable to the Respondent's proposed solution, by either inserting a narrative in the response blocks below the text of the numbered subsection or attaching a narrative with a reference to the corresponding Statement of Work subsection.

Note: It is the Respondent's responsibility to ensure responses are properly aligned with the corresponding Statement of Work sections. The Department will not be responsible for evaluating portions of responses that are improperly aligned with the Statement of Work subsections. If the Respondent is not seeking to provide one of the Service Categories, it should respond "N/A" to those response blocks and will receive a score of zero for those responses. See subsection 1.2, Instructions for Replies, of the Statement of Work.

Use a font color for narrative that is different than the Statement of Work font color.

Tab 5 Letter of Bondability

A letter, signed on or after February 1, 2019, from a surety company or bonding agent authorized to do business in the State of Florida and written on company letterhead indicating the Respondent's ability to obtain a performance bond in the amount of at least ten million dollars.

3.8 Public Records, Respondent's Confidential Information, and Redacted Replies

The following subsections supplement section 19 of the PUR 1001. By submitting a Reply, the Respondent agrees to protect, defend, and indemnify the Department for any and all claims arising from or relating to the Respondent's determination that the redacted portions of its Reply are confidential, proprietary, trade secret or otherwise not subject to disclosure. **If the Respondent fails to mark material exempt, or fails to submit a redacted copy of information it claims is confidential, the Department is authorized to produce, in their entirety, all documents, data, or records submitted to the Department in answer to a public records request for these records.**

3.8.1 Public Records

All electronic and written communications pertaining to this ITN, whether sent from or received by the Department, are subject to Florida's public records law, Chapter 119, Florida Statutes. Subsection 3.8.4 below addresses the submission of trade secret and other information exempted from public inspection.

3.8.2 Replies are Public Records

All materials submitted as part of a Reply to this ITN will be a public record subject to the provisions of Chapter 119, Florida Statutes. Selection or rejection of a Reply does not affect the public record status of the materials.

3.8.3 Replies will be Subject to Public Inspection

Unless exempted by law, all public records are subject to public inspection and copying under Florida's public records law, Chapter 119, Florida Statutes. A time-limited exemption from public inspection is provided for the contents of replies pursuant to subsection 119.071(1)(b), Florida Statutes. Once that exemption expires, all contents of replies become subject to public inspection unless another exemption applies. Any claim of trade secret exemption for any information contained in Respondent's Reply will be waived upon submission of the Reply to the Department, unless the claimed trade secret information is submitted in accordance with subsection 3.8.4. This waiver includes any information included in the Respondent's Reply outside of the separately bound document described below.

3.8.4 How to Claim Trade Secret or Other Exemptions

If a Respondent considers any portion of materials made or submitted in the course of replying to this ITN to be trade secret under section 812.081, Florida Statutes, or otherwise confidential under Florida or Federal Law, in order to preserve the confidentiality of the material, the Respondent must clearly designate that portion of the materials as "confidential" when submitted to the Department. The Respondent must submit all such information as a separately bound, *unredacted* document clearly labeled "Confidential, Unredacted Reply" together with a brief written description of the grounds for claiming exemption from the public records law, including the specific statutory citation for such exemption.

Respondent is to also simultaneously provide the Department with a separate, electronic *redacted* copy of its Reply. The file name of the electronic redacted copy is to contain the name of Respondent, the ITN number, and redacted copy (e.g., Respondent Name DMS ITN _redacted copy.pdf). Prominently display the phrase "Redacted Copy" on the first page of the electronic redacted copy and each page on which information is redacted.

This is to be submitted no later than the Reply submittal deadline. Where such information is part of material already required to be submitted as a separately bound or enclosed portion of the Reply, further segregate it and separately bind or enclose and clearly label it as set forth above in addition to any other labeling required for the material.

If Respondent is invited into negotiations, it will be incumbent upon the Respondent to identify, in real-time, portions of the Respondent's negotiation sessions which include references to materials and/or information Respondent claims are confidential, proprietary, trade secret, or otherwise not subject to disclosure. The Respondent is responsible for defending its determination that the portions of the negotiation sessions are exempt and not subject to disclosure.

3.8.5 Public Records Request

If a Respondent fails to mark any materials submitted to the Department as exempt or fails to submit a redacted copy as provided in this section or fails to claim, in real-time, portions of the negotiations sessions as exempt, the Respondent **waives** the exemption, and the Department may produce all of Respondent's documents, data or records or Department's recordings of negotiation sessions to any person requesting a copy under Chapter 119, Florida Statutes. The Respondent exclusively bears the burden of complying with subsection 3.8 to ensure its exempt information is appropriately marked and protected. If a requestor asserts a right to the Confidential Information, the Department will notify the Respondent that such an assertion has been made. It is the Respondent 's responsibility to assert that the information in question is exempt from disclosure under Chapter 119 or other applicable law. If the Department becomes subject to a demand for discovery or disclosure of the Confidential Information of the Respondent in a legal proceeding, the Department will give the Respondent prompt notice of the demand prior to releasing the information (unless otherwise prohibited by applicable law). The Respondent is responsible for defending its determination that the redacted portions of its Reply are confidential, proprietary, trade secret or otherwise not subject to disclosure.

3.8.6 Department Not Obligated to Defend Respondent's Claims

The Department is not obligated to agree with a Respondent's claim of exemption and, by submitting a Reply, the Respondent agrees to defend its claim that each and every portion of the redactions is exempt from inspection and copying under Florida's Public Records Law. Further, by submitting a Reply, the Respondent agrees to protect, defend, indemnify and hold harmless the Department for any and all claims and litigation (including litigation initiated by the Department), including attorney's fees and costs, arising from or in any way relating to Respondent's assertion that the redacted portions of its Reply or portions of the negotiation sessions are trade secrets or otherwise exempt from public disclosure under Chapter 119, Florida Statutes. The Department may use counsel of its choosing to defend any such claims, and the Respondent shall promptly pay the Department's invoices for legal services on a monthly basis for all costs and expenses, including legal fees, incurred in defending such claims.

3.9 General Instructions to Vendors (PUR 1001 Form) and General Contract Conditions (PUR 1000 Form).

In accordance with Rule 60A-1.002(5), F.A.C., Form PUR 1000 is included herein by reference, but is superseded in its entirety by Attachment B – Draft Contract. Form PUR 1001 is also included herein by reference, but is superseded to the extent set forth herein.

The PUR 1001 and the PUR 1000 forms can be found at:

http://www.dms.myflorida.com/business_operations/state_purchasing/documents_forms_references_resources/purchasing_forms.

Sections 3, 5, 9, and 14 of the PUR 1001 (General Instructions) are inapplicable and are replaced as follows:

Section 3. Electronic Submission of Offers
Replies shall be submitted in accordance with Section 3.5, How to Submit a Reply.

Section 5. Questions
Submit questions in accordance with Section 2.2, Questions and Answers.

Section 9. Respondent's Representation and Authorization.
In submitting a Reply, each Respondent understands, represents, and acknowledges the following:

- The Respondent is not currently under suspension or debarment by the State or any other governmental authority.
- The Respondent, its affiliates, subsidiaries, directors, officers, and employees are not currently under investigation by any governmental authority and have not in the last ten (10) years been convicted or found liable for any act prohibited by law in any jurisdiction, involving conspiracy or collusion with respect to bidding on any public contract.
- Respondent currently has no delinquent obligations to the State, including a claim by the State for liquidated damages under any other contract.
- The submission is made in good faith and not pursuant to any agreement or discussion with, or inducement from, any firm or person to submit a complementary or other noncompetitive Reply.
- The prices and amounts have been arrived at independently and without consultation, communication, or agreement with any other Respondent or potential Respondent; neither the prices nor amounts, actual or approximate, have been disclosed to any Respondent or potential Respondent, and they will not be disclosed before the solicitation opening.
- The Respondent has fully informed the Department in writing of all convictions of the firm, its affiliates (as defined in section 287.133(1)(a), Florida Statutes), and all directors, officers, and employees of the firm and its affiliates for violation of state or federal antitrust laws with respect to a public contract for violation of any state or federal law involving fraud, bribery, collusion, conspiracy or material misrepresentation with respect to a public contract. This includes disclosure of the names of current employees who were convicted of contract crimes while in the employ of another company.
- Neither the Respondent nor any person associated with it in the capacity of owner, partner, director, officer, principal, investigator, project director, manager, auditor, or a position involving the administration of funds:
    - Has within the preceding three years been convicted of or had a civil judgment rendered against them or is presently indicted for or otherwise criminally or civilly charged for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a federal, state, or local government transaction or public contract; violation of federal or state antitrust statutes; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; or

- Has within a three-year period preceding this certification had one (1) or more federal, state, or local government contracts terminated for cause or reason of default that would impair the Respondent's ability to deliver the commodities or contractual services of the resultant contract.

- The commodities or contractual services offered by the Respondent will conform to the specifications without exception.
- The Respondent has read and understands the Contract terms and conditions, and the submission is made in conformance with those terms and conditions.
- If an award is made to the Respondent, the Respondent agrees that it intends to be legally bound to the Contract that is formed with the State.
- The Respondent has made a diligent inquiry of its employees and agents responsible for preparing, approving, or submitting the Reply, and has been advised by each of them that he or she has not participated in any communication, consultation, discussion, agreement, collusion, act or other conduct inconsistent with any of the statements and representations made in the Reply.
- The Respondent shall indemnify, defend, and hold harmless the Department and Customers, and their employees against any cost, damage, or expense which may be incurred or be caused by any error in the Respondent's Reply.
- All information provided by, and representations made by, the Respondent are material and important and will be relied upon by the Department in awarding the Contract. Any misstatement shall be treated as fraudulent concealment from the Department of the true facts relating to submission of the bid. A misrepresentation shall be punishable under law, including, but not limited to, Chapter 817, Florida Statutes.
- If at any point during the course of the procurement, circumstances change so that any of the above acknowledgements are no longer true, Respondent will notify the procurement officer as soon as practicable.

Section 14 – Firm Response

The offer will be held firm in accordance with Section 2.6, Respondent Firm Offer.

3.10 Additional Information

By submitting a Reply, the Respondent certifies that it agrees to and satisfies all criteria specified in this solicitation. The Department reserves the right to seek written clarification from a Respondent, and to request supporting information or documentation. Failure to supply clarifying or supporting information or documentation as requested may result in the Reply being deemed nonresponsive.

3.11 Vendor's Pricing

3.11.1 Vendor's Service Catalog

The Respondent must submit a Vendor's Service Catalog of Respondent's proposed services and associated equipment and pricing, which will become part of the final Contract, as modified during negotiations. The Respondent will provide the Vendor's Service Catalog as if the terms and conditions of the Draft Contract are final. The Vendor's Service Catalog should contain component pricing that contemplates fulfillment of all minimum requirements, with the understanding that there is no guaranteed minimum spend from the Department or the Customers. The Respondent must provide detailed pricing for all services Respondent proposes in this procurement that is not otherwise provided for in Attachment G – Component Price Sheet. Respondents are instructed to only submit pricing for services that are within the contemplated scope of this procurement, including additional options or features proposed by the Respondent that are responsive to the Statement of Work. Services outside of the scope of this procurement will not be evaluated. If a

Vendor's Service Catalog in the final executed Contract includes services outside of the scope of the Contract, those services will not be considered part of the Contract, and will neither be included in the Communications Service Authorization and Billing System nor be offered to Customers.

Prices will be the same for each year of the initial and renewal periods. Pricing must be uniform with no variation for geographic location of service delivery. Respondents are encouraged to provide the best possible pricing at all times. This may include offering bundled pricing including services across multiple Service Categories. Prices listed in the Vendor's Service Catalog are inclusive of all charges and fees necessary to deliver the proposed services, unless otherwise separately identified in the Vendor's Service Catalog in accordance with Section 3.10. Under no circumstances will the Respondent submit pricing for items described in the Statement of Work as being provided at no cost to the State.

3.11.1.1 Vendor's Service Catalog should contain, at a minimum, the following items:

- Reference numbers (also referred to as part numbers) for all services and associated equipment.
- Descriptions of all services and associated equipment, indicating which features are or are not included with the listed prices.
- Ceiling prices for all services and associated equipment, with individual pricing for a la carte features.
- Information on any discounts for volume or term lengths (extended pricing plans) with proposed tiers and discount percentages.

3.11.1.2 Vendor's Service Catalog should address all items below, where applicable:

- Specify prices as monthly recurring charges (MRC) or non-recurring charges (NRC).
- List all separate fees and/or charges.
- Services may be shown with a variety of packages, with detailed pricing and descriptions of associated services, equipment and / or features. Any services, equipment and / or features provided at no cost should be identified as $0.00.
- There will be no charge for services, features, or equipment where prices are not reflected in the Vendor's Service Catalog or the Attachment G – Component Price Sheet.
- For equipment, a Manufacturer's Suggested Retail Price (MSRP) and the percentage off this price, which also may be stated as an overall percentage off of MSRP.
- For Monthly Maintenance Support Services:
    - If Customers rent equipment, monthly rental pricing should be bundled to include monthly support services maintenance.
    - Provide the cost of recording conference and text chats in audio and web conferencing.
    - If offering, provide pricing and descriptions of Local Area Network services.

3.11.1.3 Vendor's Service Catalog may also contain the following items as individual chargeable items, or bundled with other services.

- Professional Services
- Customer Trainings
- Operator Assistance Charges
- Expedited Service Charge

- Vendor Management for Category 1, Unified Communications Services, and Category 3, Contact Center
- Site Survivability
- Helpdesk Services; may be proposed with tiered service levels and pricing

3.12 Component Price Sheet

The Respondent must submit an Attachment G – Component Price Sheet of Respondent's proposed pricing, which will become part of the final Contract, as modified during negotiations. The Respondent will provide pricing in the Attachment G – Component Price Sheet as if the terms and conditions of the Draft Contract are final. The Respondent should be consistent to the greatest extent possible with pricing contained in the Vendor's Service Catalog. Attachment G– Component Price Sheet must contain component pricing that contemplates fulfillment of all minimum requirements, with the understanding that there is no guaranteed minimum spend from the Department or the Customers. Prices listed in the Attachment G – Component Price Sheet are inclusive of all charges and fees necessary to deliver the proposed services, unless otherwise separately identified in the Attachment G – Component Price Sheet.

If there is a discrepancy between the Vendor's Service Catalog and Attachment G – Component Price Sheet, Attachment G – Component Price Sheet will control except when lower pricing is offered in the Vendor's Service Catalog. Prices will be the same for each year of the initial and renewal periods. Pricing must be uniform with no variation for geographic location of service delivery. Respondents are encouraged to provide the best possible pricing at all times. Respondent shall not submit, and the Department will not consider, prices for items which the Statement of Work requires to be provided at no cost.

3.12.1 All pricing submitted is considered the ceiling pricing for any given service item within the Vendor's Service Catalog and Attachment G - Component Price Sheet. Prices submitted for all items in the Vendor's Service Catalog and Attachment G - Component Price Sheet cannot be raised, but may be reduced, in the BAFO pricing submittal or during the term of the Contract. Notwithstanding the foregoing, during the negotiation process, the Department reserves the right to negotiate bundled service components or subcomponents to achieve best value.

3.12.2 The Department reserves the right to request additional information relating to pricing during this procurement.

3.12.3 Submitted prices shall not include pricing for Tier Two (2) Service Level Agreements (SLAs). While there is no separate line item for pricing Tier Two (2) SLAs, for those Customers who request the Contractor comply with an optional Tier Two (2) SLA(s), Contractors will have the ability to charge up to an additional 25% for the applicable service(s) subject to the optional Tier Two (2) SLAs.

3.13 Subcontracting

The Contractor will be fully responsible for all work performed under the Contract. The Contractor is solely responsible for ensuring that its subcontractor performs. Any Contractor shall use only those subcontractors properly and specifically identified in the subcontracting Form 6 of the Reply, and approved by the Department, except as permitted below. The Department has final approval authority of proposed subcontractors.

3.13.1 Subcontracting after Contract Execution

To subcontract any services to a subcontractor not originally identified in the Reply, a Contractor must submit a written request to the Department's Contract Manager identified in the Contract. Submit the written request using Form 6 and a narrative including the following:

- The name, address, and other information identifying the subcontractor;
- Type of services to be performed by the subcontractor;
- Time of performance for the identified service;
- How the Contractor plans to monitor the subcontractor's performance of the identified services;
- How the Contractor will ensure that required Background Screening is completed by the identified subcontractor's employees.
- Certification that the subcontractor has all licenses and county authority, as applicable, and/or has satisfied all legal requirements to provide the services to the Department. Also, the Contractor shall certify that the subcontractor is approved by the Florida Department of State to transact business in the State of Florida**.** If the subcontractor is an out-of-state company, it must have a Florida Certificate of Authority from the Department of State, Division of Corporations, to transact business in the State of Florida. For additional information, please visit the following website: www.sunbiz.org
- A copy of the written subcontract agreement; and
- Acknowledgement from the subcontractor of the Contractor's contractual obligation to the Department and that the subcontractor agrees to comply with all terms and conditions of the resulting Contract.

By execution of a Contract resulting from this solicitation, the Contractor will acknowledge that it will not be released of its contractual obligations to the Department because of any subcontract. The Contractor will be solely responsible for ensuring the subcontractor maintains the insurance as required. The Contractor's use of a subcontractor not contained herein and/or approved by the Department will be considered a breach of Contract.

SECTION 4. SELECTION METHODOLOGY

4.1 Reply Disqualification

The Department reserves the right to determine which Replies meet the requirements of this solicitation and which Respondents are Responsive and Responsible.

4.2 Phase One – Evaluation Process – General Overview

The Department will appoint an evaluation team for the evaluation and scoring of the responsive replies for the evaluation phase (phase one). Each evaluator will be provided a copy of each Respondent's Reply that is deemed responsive.

The evaluators will evaluate and score Replies against the evaluation criteria set forth in Attachment H – Evaluator Scoring Workbook, in order to establish a competitive range of Replies reasonably susceptible of award.

See subsection 4.4 for information on the negotiation phase of the ITN. All Replies that meet the Mandatory Responsiveness Requirements and are determined to be responsive will be evaluated as described in this section.

4.3 Evaluation of the Reply

The evaluators will independently review and evaluate the responsive Replies. Using the assessment scale below, the evaluators will assign scores 0 to 4 based on the quality of each response to the Statement of Work in accordance with Attachment H - Evaluator Scoring Workbook. In determining the quality of the Respondent's responses, the evaluators will use the following guiding questions:

- How well does the Respondent's response demonstrate an understanding of the services/technology requested?
- How well does the Respondent's response demonstrate the Respondent's ability to provide the services/technology requested?
- How well does the Respondent's response address the requested services/technology?

Assessment	Evaluator Score
Unacceptable	0
Poor	1
Adequate	2
Good	3
Exceptional	4

4.3.1 Scoring of Response to the Statement of Work –

Scoring will be of the Respondent's scores for SOW sections two (2), three (3), and nine (9), and the Respondent's highest three (3) scores for SOW sections five (5) [Service Category 1], six (6) [Service Category 2], seven (7) [Service Category 3], and eight (8) [Service Category 4]. Note: completing two Service Categories or fewer will result in a score of 0 for those Service Categories not proposed by the Respondent.

Example of a response to all four (4) Service Categories

For example, if a Respondent's scores are 100 points for Service Category 1, 80 points for Service Category 2, 50 points for Service Category 3, 100 points for Service Category 4, the Service Category score would be (100 + 80 + 100) = 280, which would then be combined with the scores from SOW sections two (2), three (3), and nine (9).

Example of a response to three (3) Service Categories

For example, if a Respondent's scores are 100 points for Service Category 1, 90 points for Service Category 2, 75 points for Service Category 3, and zero (0) for not offering Service Category 4, the Service Category score would be (100 + 90 + 75) = 265, which would then be combined with the scores from SOW sections two (2), three (3), and nine (9).

Example of a response to two (2) Service Categories
For example, if a Respondent's scores are 100 points for Service Category 1, 75 points for Service Category 2, zero (0) points for not offering Service Category 3, and zero (0) for not offering Service Category 4, the Service Category score would be (100 + 75 + 0) = 175, which would then be combined with the scores from SOW sections two (2), three (3), and nine (9).

Instructions for replying to the SOW, see SOW subsection 1.2.

4.3.2 Other Department Rights for Evaluation

The Department reserves the right at any time during the Evaluation Process to:

1. Conceal pricing information from evaluators or provide an instruction to evaluators to disregard pricing information in their evaluation of a responsive Reply.
2. Redact, omit, or provide instruction to evaluators to disregard any portions of a proposed offering which the Department determines are outside of the scope of this procurement.

4.4 Negotiations

4.4.1 Phase 2 – Negotiations Process – General Overview

After the evaluation of replies based on the criteria, the Department will establish a competitive range of replies reasonably susceptible of award, and will select one or more Respondents within the competitive range to commence negotiations.

The evaluator scoring does not carry forward into the negotiations.

The Department will establish a negotiation team to conduct the negotiations. The negotiation team will make a recommendation of (an) award(s) to the Respondent(s) that will provide best value based on the selection criteria in the ITN. The negotiation team will not be bound by evaluator scoring.

The Department reserves the right to negotiate different terms, additional terms, and related price adjustments if the Department determines that such changes would provide the best value to the State. Additional operational requirements may be defined and clarifications required.

The Department may require additional technical detail, diagrams, demonstrations, and documentation. The negotiation team may request proposed alternative terms or deliverables during negotiations, but it is under no obligation to accept proposed alternative terms or deliverables.

The Department reserves the right to negotiate concurrently or sequentially with competing Respondent(s). Negotiations will not be open to the public, but will be recorded.

Negotiation meetings will be conducted in Tallahassee, Florida. The Department reserves the right to schedule negotiations at a different location in the State. The Department may distribute an

agenda in advance of any negotiation session. Representatives for each Respondent should plan to be available, at least by telephone, without interruptions, for the entirety of the Respondent's scheduled negotiation meeting(s).

Negotiations will continue as determined by the negotiation team, until acceptable terms and conditions are agreed upon through a Best and Final Offer (BAFO), if applicable, or it is determined that an acceptable agreement cannot be reached. The Department reserves the right to conclude negotiations at any time and proceed to contract award.

4.4.2 Respondent Attendance at Negotiations

The Department reserves the right to limit the number of representatives permitted to attend the negotiation sessions in person.

4.4.3 Revised Replies and Best and Final Offers

During the negotiation phase, the Department may request clarification and revisions to replies (including BAFOs) and identify information to be submitted to the Department until it is satisfied that it has achieved the best value for the State. Failure to provide information requested by the Department during the Negotiation Phase may result in termination of negotiations with the Respondent.

It is anticipated that the Department will use language in the Request for BAFO expressing contractual requirements within the procurement documents where the language was previously permissive. For example, the word 'should' may be replaced by the word 'must' in the final Statement of Work attached to the Request for BAFO.

4.4.4 Other Department Rights During Negotiations

The Department reserves the right at any time during the negotiation process to**:**

a) Schedule additional negotiation sessions with any or all Respondents.
b) Require any or all Respondents to provide additional, revised or final written replies addressing specific topics, including, but not limited to, modifications to the solicitation specifications, terms or conditions, or business references.
c) Require any or all Respondents to provide revised replies and written Best and Final Offer(s).
d) Require any or all Respondents to address services, prices, or conditions offered by any other Respondent.
e) Pursue a Contract with one (1) or more Respondents for the services encompassed by this solicitation, including any addendums thereto and any request for additional, revised, or final written replies or request for Best and Final Offers.
f) Pursue the division of contracts between Respondents by type of service or geographic area, or both.
g) Finalize Contract terms and conditions with any Respondent at any time.
h) End negotiations with any or all Respondents at any time, regardless of the status of or schedule of negotiations, and to continue with other Respondents, or not continue with any Respondents.
i) Conclude negotiations at any time and proceed to Contract award.
j) Re-open negotiations with any responsive Respondent.
k) Take any additional, administrative steps deemed necessary in determining the final award, including conducting demonstrations, additional fact-finding, evaluation, or negotiation where necessary and consistent with the terms of this solicitation.

l) Request the assistance of and use subject matter experts for any portion of the procurement or throughout the procurement.
m) Review and rely on relevant information contained in the Replies.
n) Request pricing options different from the initial pricing provided in the Vendor's Service Catalog or Component Price Sheet. This information may be used in negotiations.
o) Request business references and materials related to a reference check. If requested, the following guidelines will apply:
    - References should be directly relevant to the services in the solicitation.
    - References will not be accepted from:
        - Current employees of the Department.
        - Former employees of the Department within the past three (3) years.
        - Persons currently or formerly employed by the Respondent's organization.
        - Board members of the Respondent's organization.
        - Relatives of Respondent's employees or Board members.
        - Corporations based solely in a foreign country.
        - Members of the Respondent's organization who have written, completed, and submitted the form on behalf of the reference.
p) Contact Respondent's Customers or other entities with information relevant to the Respondent's responsibility, experience, and/or ability.

The Department has sole discretion in deciding whether and when to take any of the foregoing actions, the scope and manner of such actions, the Respondent affected, and whether to provide concurrent public notice of such action.

4.4.5 Negotiation Meetings Not Open to Public

In accordance with section 286.0113, Florida Statutes, negotiations between the Department and Respondents are exempt from Chapter 286, Florida Statutes, and s. 24(b), Art. I of the State Constitution. Also, any portion of a team meeting at which negotiation strategies are discussed are exempt from section 286.011, Florida Statutes.

The Department will record all meetings of the negotiation team and all negotiation meetings between the Department and Respondents, as required by law, and such recordings will eventually become public record pursuant to Chapter 286, Florida Statutes. During negotiations, Respondents must inform the Department if any portion of the meetings should be considered confidential, proprietary, trade secret, or otherwise not subject to disclosure pursuant to Chapter 119, Florida Statutes, the Florida Constitution, or other authority, so that the Department can make appropriate arrangements for the segregation of the recording. If the Respondent fails to inform the Department that any portion of the negotiation meetings should be considered confidential, proprietary, trade secret or otherwise not subject to disclosure, the Department is authorized to produce the audio recording in answer to a public records request for these records.

4.5 Final Selection and Notice of Intent to Award Contract

4.5.1 Award Selection

If a Contract is awarded, the Contract will be awarded to the responsive and responsible vendor whose BAFO is assessed as providing the best value to the State in accordance with the selection criteria of this ITN.

4.5.2 Selection Criteria

The following award selection criteria will apply for this ITN:

a) The Respondent's demonstration of its prior relevant experience, including track record, and the overall professional experience of the Respondent at providing the proposed services;
b) The Respondent's technical ability and approach to meeting the goals of the ITN, as stated in Section 1.4;
c) The Respondent's technical ability and approach to providing the services sought in the SOW; and
d) The Respondent's pricing.

4.5.3 Department's Negotiation Team Recommendation

The Department's negotiation team will develop a recommendation as to the Contract award(s) that will provide the best value to the state based on the selection criteria.

SECTION 5. AWARD

5.1 Rights for Award

The Department reserves the right to:

- Select one (1) or more Respondents for the services encompassed by this solicitation, any addenda thereto and any request for additional or revised detailed written replies.
- Select one (1) or more Respondents by type of service, geographic area, and/or both.
- Award contracts for less than the entire service area.
- Award a contract by Service Category to one or more Respondents, or no Respondents at all.
- Award and contract with other responsive Respondents in the event that the Department is unable to contract with the initially awarded Respondent(s).
- Reject all Replies, and determine whether to reissue a competitive solicitation.
- Withdraw or cancel the procurement and make no award.

5.2 Agency Decision

The Department will post a Notice of Intent to Award to enter into one or more contracts with the Respondents(s) identified therein, on the VBS website: http://vbs.dms.state.fl.us/vbs/main_menu.

If the Department decides to reject all Replies, it will post its notice on the VBS website: http://vbs.dms.state.fl.us/vbs/main_menu.

5.3 Other Reserved Rights

- The Department has the right to use any or all ideas or adaptations of the ideas presented in any Reply. Selection or rejection of a Reply will not affect this right.
- The Department reserves the right, after posting a Notice of Intent to Award, to withdraw or cancel the procurement, or amend its notice of intent to award and re-open negotiations with any Respondent at any time prior to execution of a Contract.

5.4 No Contract until Execution

A notice of intent to award under this ITN shall not constitute or form any contract between the Department and a Respondent. No contract shall be formed until such time as a Respondent and the Department formally execute a contract with requisite written signatures.

FORM 1 – CONTACT INFORMATION

	For solicitation purposes, the Respondent's contact person will be:	Should the Respondent be awarded the Contract, the Account Manager's contact information will be:
Name		
Title		
Company Name		
Address		
Telephone		
Fax		
E-mail		
FEID #		

Name of Respondent's Organization

Signature of Authorized Representative and Date

Print Name

FORM 2 - NOTICE OF CONFLICT OF INTEREST

Company Name _____

For the purpose of participating in the solicitation process and complying with the provisions of Chapter 112, Florida Statutes, the company states the following conflict(s) of interest exists as noted below (if none, write N/A in the applicable section(s) below):

The persons listed below are corporate officers, directors or agents and are currently employees of the State of Florida or one of its agencies:

_____ _____

_____ _____

_____ _____

The persons listed below are current State of Florida employees who own an interest of five percent (5%) or more in the company named above:

_____ _____

_____ _____

_____ _____

_____ _____

Name of Respondent's Organization Signature of Authorized Representative and Date

_____

Print Name

FORM 3 - NON-COLLUSION STATEMENT

I state that I _____ of _____,
(Name and Title) (Name of Firm)
am authorized to make this statement on behalf of my firm and its owner, directors and officers. I am the person responsible in my firm for the price(s) and amount(s) of this Reply, and the preparation of the Reply. I state that:

1. The price(s) and amount(s) of this Reply have been arrived at independently and without consultation, communication or agreement with any other Provider, potential provider, Reply, or potential Reply.

2. Neither the price(s) nor the amount(s) of this Reply, and neither the approximate price(s) nor approximate amount(s) of this Reply, have been disclosed to any other firm, vendor, Respondent, or potential Respondent, and they will not be disclosed before Reply opening.

3. No attempt has been made or will be made to induce any firm or persons to refrain from submitting a Reply for this contract, or to submit a price(s) higher that the prices in this Reply, or to submit any intentionally high or noncompetitive price(s) or other form of complementary Reply.

4. The Reply of my firm is made in good faith and not pursuant to any agreement or discussion with, or inducement from, any firm or person to submit a complementary or other noncompetitive Reply.

5. _____, its affiliates, subsidiaries, officers, director, and employees
(Name of Firm)
are not currently under investigation, by any governmental agency and have not in the last ten years been convicted or found liable for any act prohibited by state or federal law in any jurisdiction, involving conspiracy or collusion with respect to Reply, on any public contract, except as follows:

I state that I and the named firm understand and acknowledge that the above representations are material and important, and will be relied on by the State of Florida for which this Reply is submitted. I understand and my firm understands that any misstatement in this statement is, and will be treated as, fraudulent concealment from the State of Florida of the true facts relating to the submission of Replies for this contract.

Dated this _____ day of _____

Name of Firm: _____

Signed by: _____

Print Name _____

FORM 4 - STATEMENT OF NO PRIOR DISQUALIFYING INVOLVEMENT

I, as an authorized representative of the Respondent, certify that nothing in section 287.057(17)(c), Florida Statutes (below), prohibits the Respondent's entry into any Contract resulting from this solicitation.

287.057 Procurement of commodities or contractual services. —

(17)(c) A person who receives a contract that has not been procured pursuant to subsections (1)-(3) [of s. 287.057, F.S.] to perform a feasibility study of the potential implementation of a subsequent contract, who participates in the drafting of a solicitation or who develops a program for future implementation, is not eligible to contract with the agency for any other contracts dealing with that specific subject matter, and any firm in which such person has any interest is not eligible to receive such contract. However, this prohibition does not prevent a Respondent who responds to a request for information from being eligible to contract with an agency.

Name of Respondent's Organization	Signature of Authorized Representative and Date
	Print Name

FORM 5 – ADDENDUM ACKNOWLEDGEMENT FORM

This acknowledgment form serves to confirm that the Respondent has reviewed and accepted all Addendum(s) to the solicitation posted on the Respondent Bid System.

Please list all Addendum(s) below.

_____

_____

_____

_____

_____

_____

Name of Respondent's Organization	Signature of Authorized Representative and Date
	Print Name

FORM 6 – SUBCONTRACTING

Complete the information below on all subcontractors that will provide services to the Respondent to meet the requirements of the resultant contract, should the Respondent be awarded. Submission of this form does not indicate the Department's approval, but provides the Department with information on proposed subcontractors for review.

Please complete a separate sheet for each subcontractor.

There will be subcontractors for this solicitation YES ____ NO ____ (place a checkbox where applicable). If not, Respondents are not required to complete the remainder of this form.

Service:	_____	
Company Name:	_____	
Contact:	_____	
Address:	_____	
Telephone:	_____	
Fax:	_____	
Current Office of Supplier Diversity certification of woman-, veteran, or minority-owned small business enterprise	Yes _____	No _____
W-9 verification:	Yes _____	No _____

In a job description format, describe below the responsibilities and duties of the subcontractor based on the technical specifications or statement of work outlined in this solicitation.

_____

_____

_____

_____

SCS FORM 7 – MANDATORY RESPONSIVENESS REQUIREMENTS

The person submitting the Reply certifies that the person is authorized to respond to this solicitation on behalf of the Respondent.
The Respondent certifies that it is in compliance with the requirements of this ITN, including subsection 3.9.
The Respondent certifies that that neither it, nor its affiliates, is a convicted vendor or a discriminatory vendor as described in section 287.133 and section 287.134, Florida Statutes, respectively.
The Respondent certifies that the Respondent is not on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or the Scrutinized Companies that Boycott Israel List, and is not participating in a boycott of Israel.
The Respondent certifies that the Respondent is currently authorized to do business with the State, or will attain authorization through the Department of State, Division of Corporations, should the Respondent be awarded the Contract. Website: www.sunbiz.org
The Respondent certifies it has provided the Department with an Attachment G – Component Price Sheet.
The Respondent certifies it has provided the Department with a Vendor's Service Catalog.

Signature below certifies that the signatory has the authority to respond to this solicitation on the Offeror's behalf, and certifies conformance with all Responsiveness Requirements listed above.

_____
Name of Respondent's Organization

_____
Printed Name of Organization's Authorized Representative

_____ _____
Signature of Organization's Authorized Representative Date

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CONTRACT NO. DMS-17/18-004B
BETWEEN
FLORIDA DEPARTMENT OF MANAGEMENT SERVICES
AND
AT&T ENTERPRISES FLORIDA, LLC

AMENDMENT NO. 2

This Amendment No. 2 ("Amendment") to Contract No. DMS-17/18-004B, SUNCOM Communications Services (the "Contract"), is by and between the State of Florida, Department of Management Services (the "Department"), and AT&T Enterprises Florida, LLC, formerly known as AT&T Corp. (the "Contractor"), collectively referred to herein as the "Parties."

WHEREAS, the Parties entered into the Contract on July 14, 2020; and

WHEREAS, the Contractor notified the Department that effective February 7, 2025, it would operate under its new corporate legal name, AT&C Enterprises, Florida, LLC; and

WHEREFORE, in consideration of the mutual promises contained below, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree to amend the Contract as follows:

1. Following the effective date of this Amendment, the term "Contractor" as used in the Contract shall refer to AT&T Enterprises Florida, LLC. All references to AT&T Corp. in the Contract, as previously amended, are hereby replaced with AT&T Enterprises Florida, LLC. All rights and obligations of the Department and of the Contractor under the Contract, as previously amended, are unaffected by this change.

2. The Contract is hereby renewed for a period of five (5) years commencing on July 14, 2025, and ending on July 13, 2030.

3. Contract Section 5.4 is hereby deleted in its entirety and replaced with the following:

   Section 5.4. Supplier Development

   The State of Florida supports its business community by creating opportunities for business enterprises to participate in procurements and contracts. The Department encourages supplier development through certain certifications and provides advocacy, outreach, and networking through regional business events. For additional information, please contact the Office of Supplier Development (OSD) at OSDHelp@dms.fl.gov.

4. Contract Section, 12.2 Performance Deficiencies and Financial Consequences, the third paragraph is hereby replaced in its entirety and replaced with the following:

   If the corrective action plan is unacceptable to the Department, or implementation of the plan fails to remedy the performance deficiencies, the Department will retain ten percent (10%) of the monthly billed invoice for the month(s) where the remedy was scheduled to be resolved and failed to correct the performance deficiencies. The Department may also suspend or cancel purchase order(s) or CSA(s) or may suspend work or terminate the Contract as set forth in Contract section 1.4. The retainage will be withheld until the Contractor resolves the

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performance deficiencies. If the performance deficiencies are resolved, the Contractor may invoice the Department for the retained amount. If the Contractor fails to resolve the performance deficiencies, the retained amount will be forfeited in order to compensate the Department for the performance deficiencies and the Department may suspend or cancel purchase order(s) or CSA(s) or may terminate the Contract as set forth in Contract subsection 1.4.

5. Contract Section 23, Coerced Labor Affidavit, is hereby added to the Contract.

   Section 23. Coerced Labor Affidavit

   The Contractor has provided to the Department an affidavit signed by an officer or representative of the Contractor under penalty of perjury attesting that the Contractor does not use coercion for labor or services as defined in section 787.06, F.S. ("Coerced Labor Affidavit"). The Contract, as amended, may be terminated if the Coerced Labor Affidavit is false.

6. Contract Exhibit A, Section 3.7.3, Emergency Support Function 2, is hereby deleted in its entirety and replaced as follows:

   DMS provides communications assistance during emergencies and disasters. DMS is the lead agency for communications under direction of the Florida Division of Emergency Management. Subsection 282.702(7), F.S., directs DMS to cooperate with any federal, state, or local emergency management agency in providing for emergency communications services.

   DMS is the first point of contact for telecommunications service providers for equipment and services coordination to provide communications support statewide before, during, and after emergencies or disasters. The National Response Framework is part of the United States National Strategy for Homeland Security, which details fifteen (15) Emergency Support Function Annexes. In Florida, the Emergency Support Function 2 (ESF-2) consists of a dedicated team of telecommunications professionals with expertise in radio systems, voice/data/network communications, and project management.

   Contractor is required to participate in ESF-2 activities and respond to the needs of the State of Florida, accordingly, including, but not limited to daily reporting of assets staged, assets deployed, and overall health of network as directed by ESF-2 staff.

7. Contract Exhibit A, Section 3.15, Connection with MyFloridaNet, Sub-item 1., is hereby deleted in its entirety and replaced as follows:

   1. Connect with MFN in at least two (2) geographically diverse locations. Contractor is responsible for applying filters to protect NNI (Network to Network Interfaces) with only DMS approved prefixes.

8. Contract Exhibit A, Section 3.31, Management Service, Systems, and Associated Dashboards, is hereby updated to add the following:

   26. Contractor is responsible for monitoring all components provided as part of the SCS Contract. For devices the Contractor's NOC is responsible for monitoring, DMS requires the equivalent of Command Line Interface (CLI) and SNMP read-only access to all devices to query real-time information. This includes access to configuration, interface

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statistics, router system statistics, and any other network service statistics through the CLI. Customer-managed devices may or may not provide the Contractor with this level of access.

Additional language related to CLI access - All management access protocols must be provided including but not limited to CLI, SNMP, GUI, API access.

9. Contract Exhibit A, Section 3.37, Trouble Ticketing Service, Sub-item 2., is hereby deleted in its entirety and replaced as follows:

    2. Provide access to tickets twenty-four hours a day, 365 days of the year, via the web-based online portal. Customers must be able to view their tickets only, but DMS must have a global view of all tickets.
        a. Contractor is required to utilize the tool selected by DMS for global view of all SCS services at no additional cost to the State.
        b. Contractor is required to provide sufficient recourses to deliver the global view via DMS selected tool.

10. Contract Exhibit A, Final Service Level Agreements, SLA-17, SLA Details, Measurement and Performance Criteria, is hereby deleted in its entirety and replaced as follows:

    The SLA clock start times will be validated using the manufacturer's End of Life dates. SLA stop times will be validated through Service Acceptance in CSAB. Random software version audits can be requested by DMS at any time.

    This SLA will apply to the Service Category invoice(s) for those Service Category(ies) where the performance metric was not met.

11. Contract Exhibit A, Final Service Level Agreements, SLA-23, SLA Details, Measurement and Performance Criteria, is hereby deleted in its entirety and replaced as follows:

    Normal operational functionality is less than thirty-five percent (35%) of the capacity of any network connections that are components of the Contractor's network (voice networks included) as well as the connections that are dedicated to SCS. A review is conducted during each monthly meeting. Review is based on Contractor's operational tools. Each review consists of a monthly capacity report with measurements taken five (5) minutes apart. When bandwidth measurements exceeds thirty-five percent (35%) of capacity of any SCS infrastructure connection for a duration of three (3) business days (8AM – 5PM), or Hardware/software component(s) are not in HA/HR state for twenty-four (24) hours, the Department will notify the Contractor in writing of the required remediation and the Contractor will have forty-five (45) calendar days from the date of the Department’s written notice to complete remediation to the satisfaction of the Department. Financial consequences will be imposed until remediation has been accepted by the Department.

    This SLA will apply to the Service Category invoice(s) for those Service Category(ies) where the performance metric was not met.

12. Contract Exhibit A, Final Service Level Agreements, SLA-24, Performance Metric, is hereby deleted in its entirety and replaced as follows:

    The Final RFO report must be submitted to the Department within ten (10) business days of the DMS trouble ticket being closed.

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13. Contract Exhibit A, Final Service Level Agreements, SLA-29, SLA Details, Measurement and Performance Criteria, is hereby deleted in its entirety and replaced as follows:

    The SLA clock starts upon the Contractor's receipt of a Customer work order or quote request in CSAB and stops when the Contractor rejects the Customer request order in CSAB. If the Contractor, in lieu of rejecting the work order or quote, chooses to perform the requested services to completion and acceptance by the Customer and does not reject the Customer request, this SLA will not apply.

    This SLA will apply to the Service Category invoice(s) for those Service Category(ies) where the performance metric was not met.

14. This Amendment is hereby made part of the Contract. Except as otherwise expressly set forth herein, the terms and conditions contained in the Contract shall remain in full force and effect. This Amendment sets forth the understanding between the Parties with regard to the subject matter thereof.

15. This Amendment is effective on the last date of execution.

SIGNATURE PAGE TO FOLLOW

SO AGREED by the Parties' authorized representatives on the dates noted below:

FLORIDA DEPARTMENT OF MANAGEMENT SERVICES

DocuSigned by:
Tom Berger
4810BB6123514E1...
Tom Berger, Deputy Secretary

6/24/2025 | 9:25 AM EDT
Date

AT&T ENTERPRISES FLORIDA, LLC

Signed by:
EB991A0C4BDF4B7...
Signature

Erik W. Lindborg AVP SLED FL & TX
Print Name and Title

6/19/2025 | 7:45 AM EDT
Date