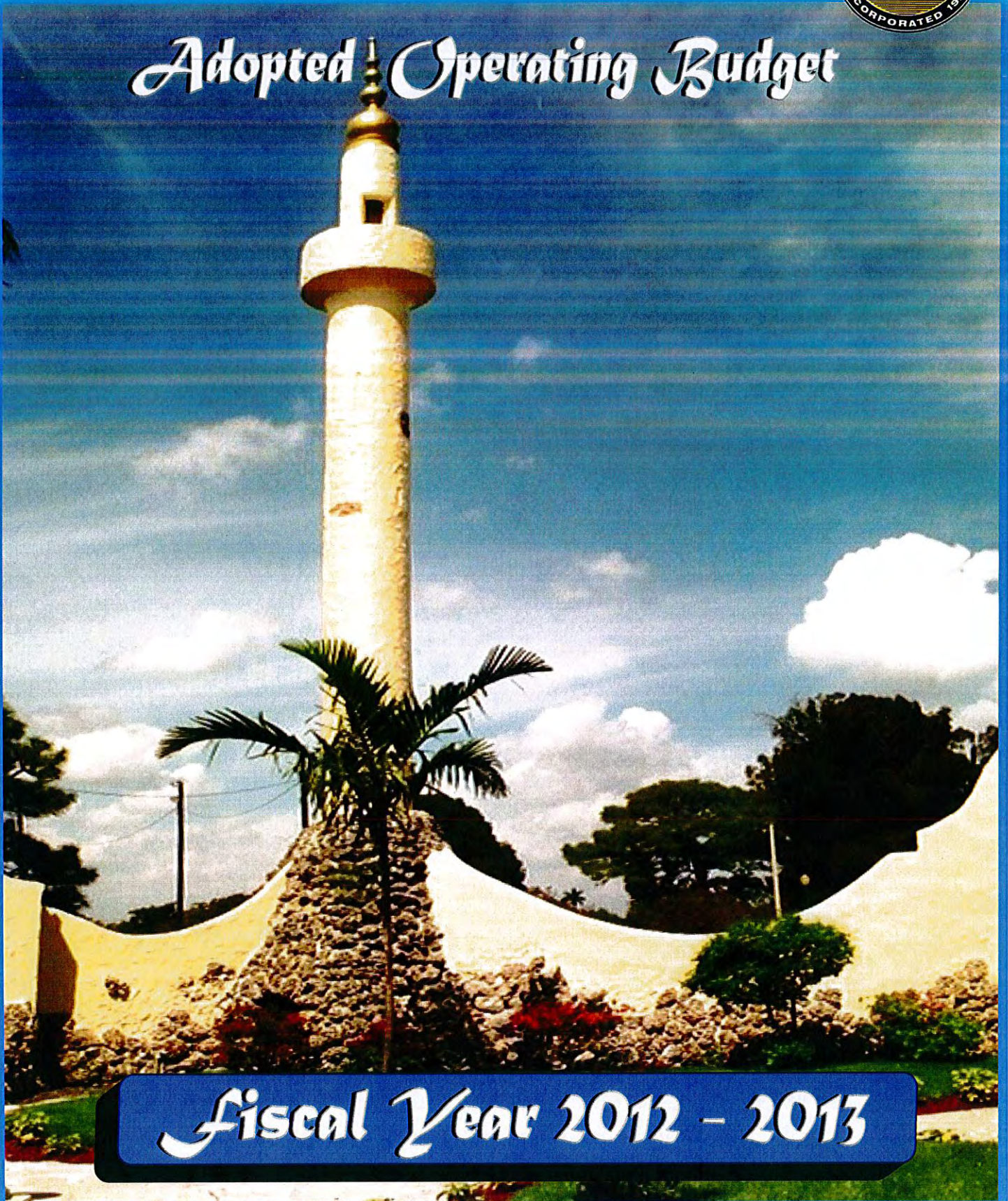


The City of

Opalocka, Florida



Adopted Operating Budget



Fiscal Year 2012 - 2013

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ADOPTED OPERATING BUDGET

City of Opa-locka, Florida

FISCAL YEAR 2012-2013



Bottom Row L to R: Mayor "Lady" Myra Taylor, Vice-Mayor Dorothy "Dottie" Johnson
Top Row L to R: Commissioner Rose Tydus, Commissioner Timothy Holmes, Commissioner Gail Miller

Kelvin Baker, Sr., City Manager
Joanna Flores, City Clerk
Joseph Geller, City Attorney

Faye Douglas, Budget Administrator
David Chiverton, Assistant City Manager
Dr. Ezekiel Orji, Assistant City Manager/Finance Director
Cheryl Cason, Chief of Police
Mohammad Nasir, Acting Public Works & Utilities Director
Howard Brown, Building/Community Development Director
Tamika Miller, Code Enforcement Director
Shirley Freeman, Human Resources Director
Nelson Rodriguez, Information Technology Director
Charles Brown, Parks & Recreation Director
Starex Smith, Crime Prevention Program Director



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Opa-Locka
Florida**

For the Fiscal Year Beginning

October 1, 2011

Linda C. Davidson Jeffrey R. Egan

President

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to **City of Opa-Locka, Florida** for its annual budget for the fiscal year beginning **October 1, 2011**. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

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BUDGET MESSAGE



City of
OPA-LOCKA
Florida

MISSION STATEMENT

The mission of the City of Opa-locka staff is to enhance the quality of life, environment, and safety of our customers and employees in an atmosphere of courtesy, integrity and quality service.

September 26, 2012

To the Honorable Mayor and members of the City Commission:

In accordance with Article VI, Section 40 of the City of Opa-Locka Code of Ordinances, I hereby submit the FY 2012-2013 Operating Budget for all funds for the fiscal year beginning October 1, 2012 and ending September 30, 2013 for your review and consideration. The budget expresses the goals and objectives of the City Commission and is intended to establish the financial plan for delivering services to the community. The recommendations in this budget document are a result of your vision for the City communicated via Commission Meetings, Town Hall meetings with the City Commission and city residents, Budget Workshops, and meetings with the Department Heads. Our citizens have also provided their input throughout the process and, as specified in Florida Statutes, during two public hearings in September.

Additionally, this year, we engaged the services of a facilitator to assist the City in developing a formal Strategic Plan. Like businesses use business plans, and builders use blueprints to construct attractive and functional structures, local governments are well-served to use strategic planning in the public arena to choose inspirational goals; find commonality among many agendas; guide work plans, budgets, and competing priorities; and measure results. With the assistance of the facilitator, the City Commission completed a SWOT (Strengths Weaknesses Opportunities Threats) development exercise and the facilitator interviewed the Commissioners and other selected employees and residents on a one-on-one basis.

At that point, we decided to put the completion of the Strategic Plan on hold until the FY 2012-2013 Budget process was completed. Even though the plan is not yet complete, we were confident that we had enough information via the process and Public Meetings with City legislators and residents to guide the development of goals, objectives and performance measures for the FY 2012-2013 Budget.

BUDGET MESSAGE

We continue to face a tough economic challenge in the upcoming year and continue to feel the impact of the foreclosure crisis, mortgage crisis, and national recession. There are tough decisions ahead, but we believe this budget plan allows us to be fiscally responsible yet provide quality services to our citizenry.

The City has been forced to accommodate losses in our property tax revenue. Between the sluggish economy and the voter approved constitutional amendments, the current year taxable value has decreased from \$715 million to \$698 million, a reduction of 2.36%. This reduction is on top of a reduction in property values over the past four years. In three years, the City's taxable value has reduced from \$974 million to \$698 million, a reduction of 28.4%.

The FY 2013 Proposed millage rate is 9.1000. This millage rate is considered a 3.41% tax increase.

In the beginning of the budget process, the City initially faced a budget gap in the General Fund in the amount of \$1.554 million, due to the following:

- In FY 2012, the City transferred \$556,000 to the General Fund from the Water & Sewer Fund to fill the budget gap. That transfer will not happen again in FY 2013, and
- Increased personnel costs – additional personnel and benefits costs. The City's Health Insurance was initially estimated to increase by 10%.

Closing this budget gap was a team effort. We closed the budget gap while maintaining the City's commitment to provide services to the residents and moving this City forward to a sustainable future. In end, the budget gap was closed while accommodating a final 21.1% increase in the City's Health Insurance. The City Commission heard the concerns of City employees and approved a plan that reduced deductibles and eliminated co-insurance.

Revenue **increased** by \$774,000 and included two major components:

1. Increased permitting and impact fee revenue due to the recent City Commission approval of two new major development projects in the City: (1) a 127-unit Senior Housing development in the downtown area and (2) a new Supermarket in the City.
2. Completed a survey comparison of the City's current fees with the fees of neighboring cities and found several areas for improvement in Permitting, Public Works Department, Police Department, Community Development, etc. We plan to bring new fees structures to the City Commission for approval very early in the new fiscal year.

Expenses were **reduced** by \$780,000 and included two major components:

1. Ten vacant/unfilled positions that were requested during the budget process were eliminated.
2. The rent for the office space currently utilized by City Administration was not appropriated for a savings of \$417,660. We are currently negotiating with the owner of the building to purchase the property and our financial advisor to obtain the necessary financing. If negotiations fail, City Administration is prepared to temporarily

BUDGET MESSAGE

move to the second floor of the new Recreation Community Center until a permanent option is decided.

We will also:

- Continue to suspend the City's education reimbursement program and grandfathered annual leave payouts for an additional year.
- Continue to freeze all salaries that are not impacted by union negotiations.
- Submit an entity-wide reorganization to the City Commission will further consolidate services and increase efficiencies.

These actions were part of the global approach to close the budget gap while still maintain the City's commitment to providing services to our residents.

Significant FY 2012 accomplishments include:

- ▶ The assets of the City exceeded its liabilities at the close of FY 2011 by \$23.724 million (*net assets*). Of this amount, \$5.5 million (*unrestricted net assets*) may be used to meet the City's ongoing obligations to citizens and creditors.
- ▶ Received the Distinguished Budget Award for the FY 2012 Adopted Budget and received the Excellence in Financial Reporting Award for the FY 2011 Audit Report.
- ▶ Completed renovations the construction of the Sherbondy Park Community Center. This newly constructed building includes a pool, gym and will be silver certified as a green building.
- ▶ Released three sewer pump stations from moratorium: pump stations 9, 14, and 11A. The rehabilitation of these pump stations with increased capacity will allow for more development in the City.
- ▶ Entered into a contract with C.A.P. Government Inc for plan review and inspection services that will allow for more services and increased revenue.
- ▶ Successfully implemented Laserfiche document management system as a central digital storage for all official City documents.
- ▶ Implemented "live" and archived streaming of all City Commission meetings over the City's website to further provide transparency of City Commission meetings.
- ▶ Implemented a mail archiving system that archives all City emails in order to be fully compliant with Florida Statute 119.
- ▶ Award a Federal HUD Community Challenge grant in the amount of \$624,479 that will allow the City to update the comprehensive plans, zoning ordinances, architectural guidelines, and neighborhood and sector plans for Magnolia North, Niles Garden and City Center. The City of Opa-locka was the only City in the State of Florida to awarded this grant.

BUDGET MESSAGE

- ▶ Created a "Keep Opa-locka Beautiful" program that focuses on regular exterior painting of homes and businesses, upkeep of empty/abandoned properties, clean streets, and dumpster enclosures.
- ▶ The Miami Dade County Association of Chiefs of Police presented a City Detective with the distinguished LEO Award. This award has been compared to the Academy Awards of Law Enforcement. This is the first time the City of Opa-locka Police Department has been presented with this award.
- ▶ The City has entered into an equitable sharing agreement and certification with the US Department of Justice. Executing this agreement allows for the receipt of funds from the US Department of Justice to the City as a result of the distribution of assets seized in joint agency law enforcement task force operations.

THE CONTINUED CHALLENGE – STATEMENT OF GOALS

As in recent years, the upcoming year will also be challenging as we continue making progress toward the following goals:

- Providing for increased public safety service
- Continue the beautification effort and Go Green Program
- Increase Development throughout the City
- Improve the City's Perception so as to attract more visitors to the City, and
- Increase revenue

Specifically, in the next year, we will:

- Continue upgrades to bring all of the City's pump stations out of moratorium that will increase the opportunities for economic development
- Fully deploy the CRA program, beginning in the Magnolia North community. The CRA will not only bring physical improvements to the City but also economic development and empowerment to the residents.
- Begin construction of the new Helen Miller Center and Improvement to Segal Park.
- Expand our online services.
- Develop a destination plan to attract more visitors to the City.
- Annexing unincorporated areas adjacent to the City.
- Implementing new revenue enhancement sources.
- Supporting the City Commission with the updated City Charter.

Long-term, we will be looking to:

- Using the CRA and other tools, continue redevelopment opportunities throughout the City including along NW 22nd Ave, Cuyahoga property, sidewalk construction, Cairo Lane, and downtown Opa-locka.

BUDGET MESSAGE

- Eliminate fund balance deficits in several funds. The FY 2011 Audit Report noted deficits in the Safe Neighborhood Capital Projects Fund (\$1,768,672), Opa-locka Youth Academy Fund (\$286,179), Crime Prevention Fund (\$183,931), and VAWA Fund (\$144,471). Once the City's economic condition improves, the City will annually budget a transfer from the General Fund to these Special Revenue Funds until the deficits no longer exists.
- Identify a permanent location of the City of Opa-locka Administrative Offices and long term solution for the Police Department Headquarters. City Administration eliminated the rent for the office space at a savings of \$417,660 annually and the Police Department is in need of a larger and more updated space to accommodate their needs.

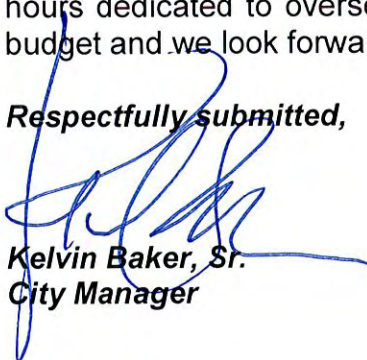
CONCLUSION

We continue to deal with the impact of the national economic crisis and the effects of State mandated property tax reform that has eroded our property tax revenue. As a City, we are determined to do the best we can with what we have. We are committed to undertaking the best budgeting and fiscal management practices in order to continue the City's healthy economic condition. Cuts in employee positions and benefits are not popular; however a reorganization of City Government services will see us continue to provide services and will result in the elimination of six filled positions.

This budget is a conservative and fiscally responsible financial plan for the City of Opa-locka. While I have presented you with a very conservative budget proposal, you, as the elected legislative body, have the difficulty of adopting a budget that truly reflects the needs and wants of our residents and at the same time balance that against limited resources. You must weigh the cost of government against the need for critical services that residents depend upon that ensure a high quality of life.

Considering the numerous challenges that presented themselves during this budget process, it would not have been possible to formulate a complete, thoughtful, and realistic budget without a dedicated team effort. On behalf of the many City employees who prepared this budget, I extend thanks to the Mayor and members of the City Commission for the many hours dedicated to overseeing the City's well-being. It has been a pleasure preparing this budget and we look forward to a successful 2012-2013 fiscal year.

Respectfully submitted,



Kelvin Baker, Sr.
City Manager

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COMMUNITY PROFILE

The City of Opa-locka, Florida (the "City") was founded in 1925 by Glen H. Curtiss, a pioneer aviator, airplane manufacturer and real estate developer, who in the early 1920's developed the cities of Hialeah and Miami Springs. The name Opa-locka, derived from the Seminole Indian word Opatishawockalocka, meaning "big island covered with many trees in the swamp" is located in the northwest area of Miami-Dade County. The City is envisioned by many as the Baghdad of Miami-Dade County. The city was incorporated in 1926.

The entire city was developed with an Arabian theme which was carried throughout all phases of the city's development, including streets named Aladdin, Sharazad, Sesame, Caliph, Ali Baba and Sinbad. Opa-locka's Moorish architecture is more of a design theme than a specific style. Architect Bernard E. Mueller collaborated upon the design of the City with planner Clinton McKenzie. Mueller's designs for the buildings were inspired by the book, The 1001 Tales of the Arabian Nights, from whose stories he created an elaborate architectural motif of domes, minarets and arches. Significantly, City Hall, the first major structure, was inspired from a description of the palace of Emperor Kosroushah in "The Talking Bird", from The 1001 Tales of the Arabian Nights. The mosque-like building, with its domes, minarets and arches, provides distinctive advertising for the City.

Opa-locka is primarily a residential community, 4.5 square miles in size, and assumes an irregular shape and has the following boundaries: N.W. 151 Street on the north; N.W. 135 Street, N.W. 127 Street and N.W. 119 Street on the south; N. W. 17 Avenue, N.W. 27 Avenue and N.W. 37 Avenue on the east and N.W. 47 Avenue on the west.

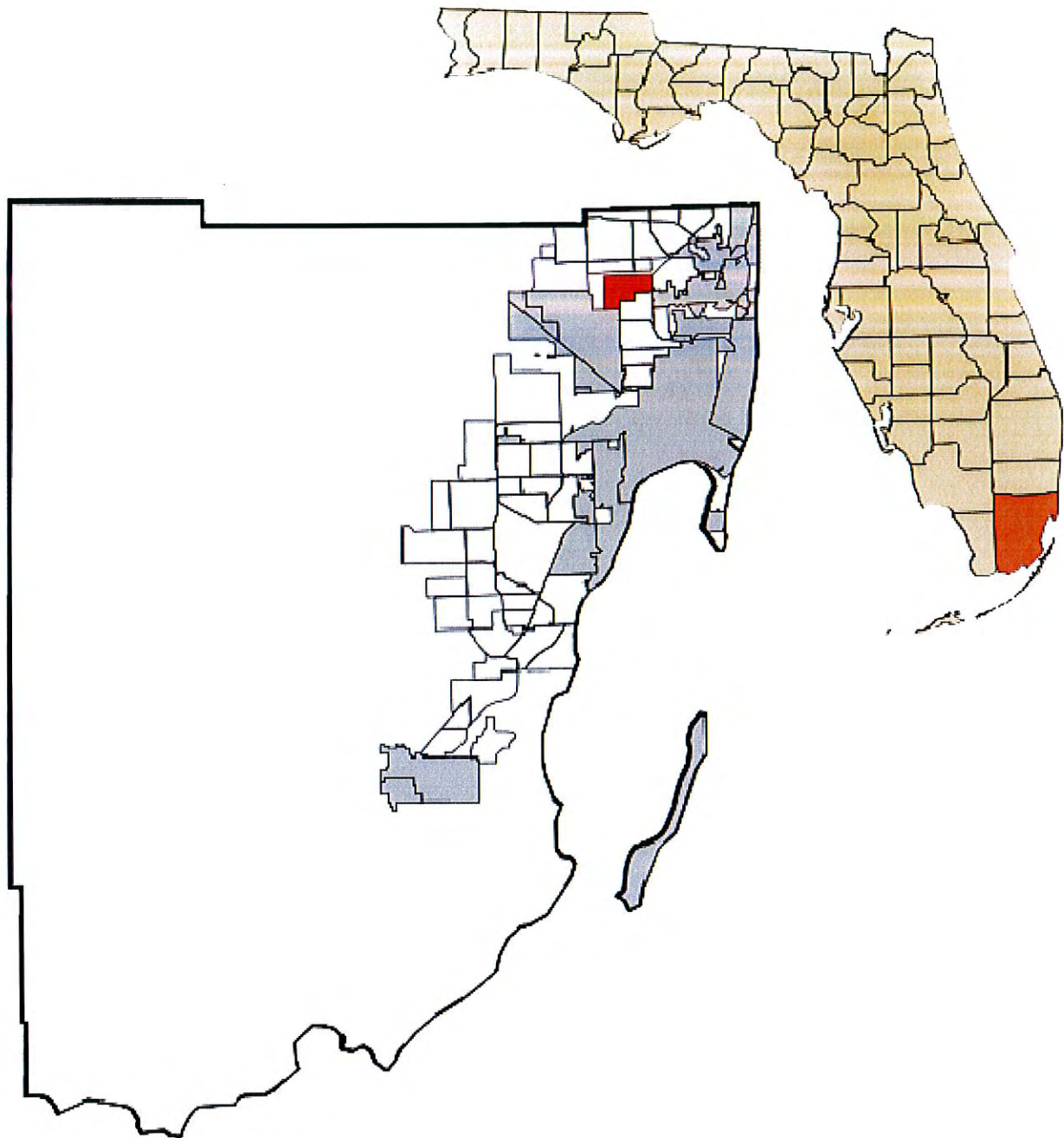
A commission-manager form of government governs the City. The City Commission is comprised of five members; the mayor, vice-mayor, and three commissioners. The city manager, city attorney, and city clerk are appointed by the commission. Collectively, the appointed officials are responsible for all administrative aspects of the government, with most of the administrative and operational functions falling under the purview of the city manager.

Opa-locka is a progressive city with approximately 190 employees. The City owns and operates three utilities: a water distribution system with customers in the City and adjacent areas, a sewer collection system and a storm water drainage utility serving customers exclusively within the corporate limits. A local franchised contractor handles residential and commercial waste. The City contracts with Miami-Dade County for recycling services. The City provides its own police service. Fire and ambulatory services are provided by Miami-Dade County.

The area's population is relatively young, energetic and willing to assume its place in the labor force. The median family income within the corporate City limits is \$19,631 and vigorous efforts are being made to attract higher paying jobs to the area.

The Opa-locka Airport, which is excluded from the reporting entity, is located within the geographic boundaries of the City on land owned by the federal government. The airport is managed by Miami-Dade County, Florida (the "County") through an agreement with the federal government. Therefore, the airport does not form part of the budget process.

Location of City of Opa-locka, Florida



MISCELLANEOUS STATISTICS

Year of incorporation:

1926

City Hall address:

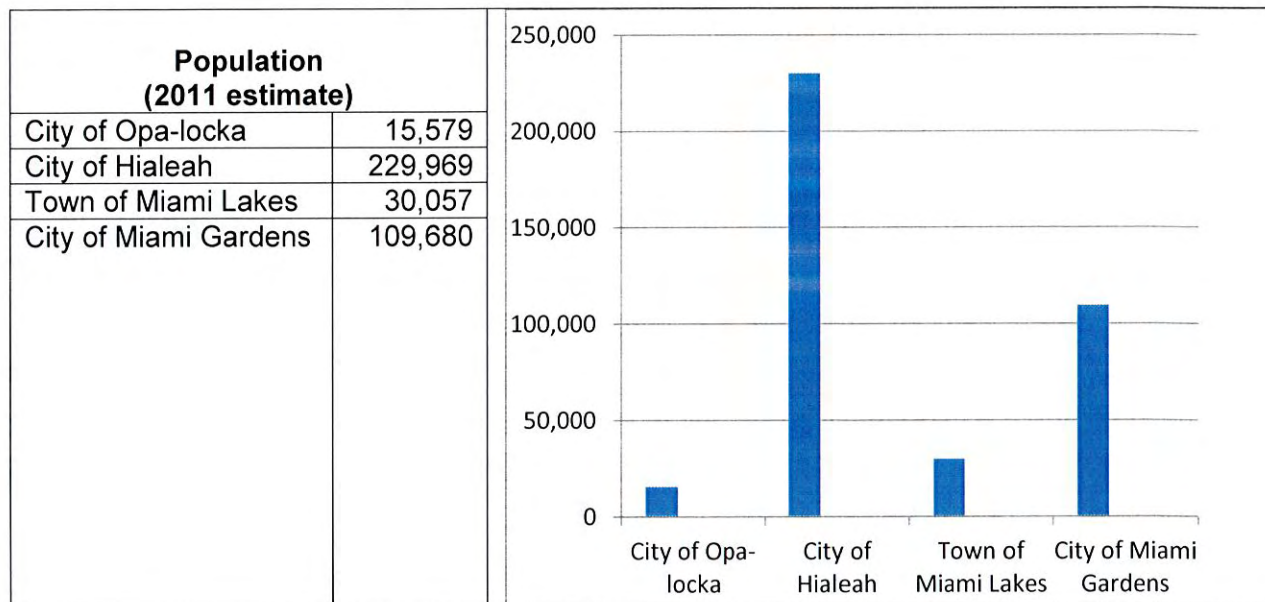
780 Fisherman Street
Fourth Floor
Opa-locka, FL 33054

Form of government:

Commission/Manager

Demographic Information:

(source: <http://quickfacts.census.gov>)



Race% (2010)	City of Opa-locka	City of Hialeah	Town of Miami Lakes	City of Miami Gardens
White (a)	27.7%	92.6%	91.7%	18.3%
\Black (a)	65.8%	2.7%	3.3%	76.3%
Hispanic (b)	35.3%	94.7%	81.1%	22.0%
American Indian & Alaskan Native (a)	0.2%	0.1%	0.1%	0.2%
Asian (a)	0.2%	0.4%	1.5%	0.6%
Hawaiian or Other Pacific Islander (a)	0.2%	-	-	-
Two or More Races	2.1%	1.6%	1.6%	2.2%
White, not Hispanic	2.1%	4.2%	14.4%	2.6%

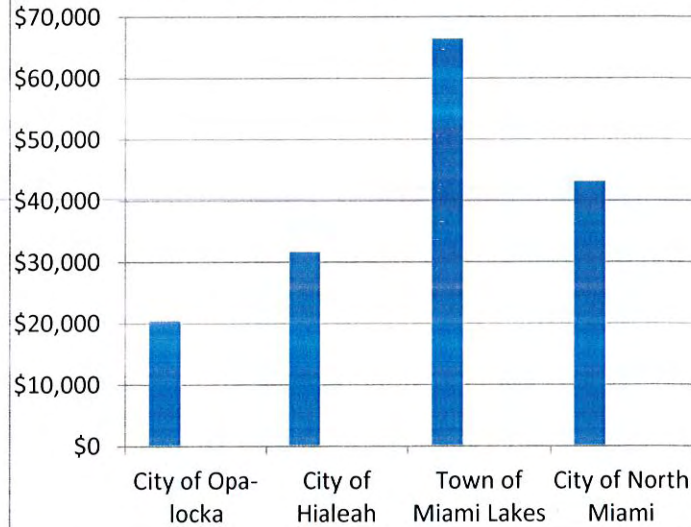
(a) Includes persons reporting only one race.

(b) Hispanics may be of any race, so also included in applicable race categories.

MISCELLANEOUS STATISTICS

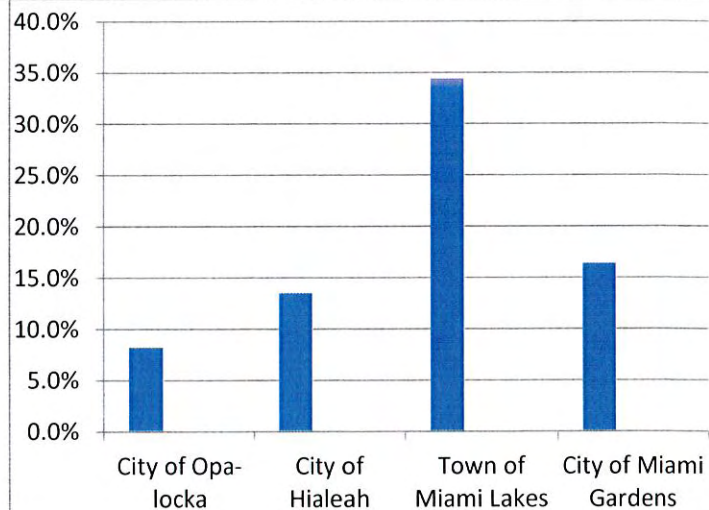
Median Household Income 2006-2010

City of Opa-locka	\$20,379
City of Hialeah	\$31,648
Town of Miami Lakes	\$66,369
City of North Miami	\$43,147



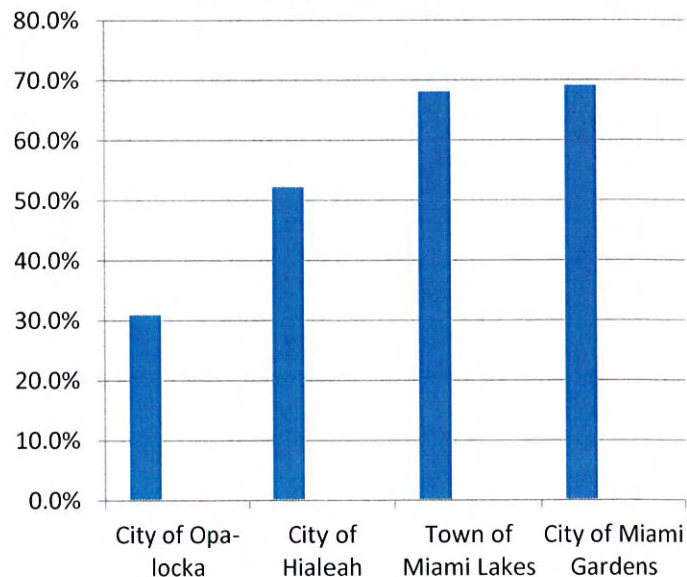
Bachelor's Degree of higher %of persons age 25+, 2006-2010

City of Opa-locka	8.2%
City of Hialeah	13.5%
Town of Miami Lakes	34.4%
City of Miami Gardens	16.4%



Home Ownership Rate 2006-2010

City of Opa-locka	30.9%
City of Hialeah	52.2%
Town of Miami Lakes	68.1%
City of Miami Gardens	69.1%



MISCELLANEOUS STATISTICS

Area in square miles:	4.5
Miles of street:	36
Number of street lights:	625
Number of police stations:	1
Sewer system:	
Miles of sanitary sewer	77
Miles of storm sewer	14
Number of service connections	3,675
Water system:	
Miles of water mains	71
Number of fire hydrants	363
Number of service connections	6,500
Daily average consumption in gallons	2.6 million
Culture and Recreation:	
Number of Community Centers	2
Number of parks	3
Number of libraries	1
Number of tennis courts	1
Hospitals:	
Number of hospitals	1
Number of patient beds	75
Education:	
Number of Elementary Schools	2

Principal Property Taxpayers as 09/30/2011

Taxpayer	Taxable Assessed Value	Rank	Percentage of Total Taxable Assessed Value
Creative Choice Homes II	\$32,445,013	1	3.36%
Bodwin LTD Partnership	15,663,494	2	1.62%
Lejeune-Douglas Industrial Park	14,673,645	3	1.52%
Florida Power & Light	11,595,330	4	1.20%
Thyssenkrupp Safway Inc	10,403,937	5	1.08%
J R Realty Corp.	10,214,976	6	1.06%
American Fruit & Produce	10,029,596	7	1.04%
Sahara Properties, Inc	9,991,856	8	1.04%
Avanti Press Inc	8,343,077	9	0.86%
Bellsouth Telecommunications	8,290,844	10	0.86%
Total	\$131,651,768		13.64%

MISCELLANEOUS STATISTICS

Demographics and Economic Statistics as of 09/30/2011

Calendar Year	Population	Personal Income (\$ thousands)	Per Capita Personal Income	Median Age	School Enrollment	Unemployment Rate
2002	14,951	19,631	9,538	27.3	374,725	17.5
2003	14,951	19,631	9,538	27.3	371,482	17.5
2004	14,951	19,631	9,538	27.3	369,578	17.5
2005	14,951	19,631	9,538	27.3	361,550	17.5
2006	14,951	19,631	9,538	27.3	365,784	17.5
2007	14,951	19,631	9,538	27.3	353,283	17.5
2008	14,951	19,631	9,538	27.3	385,655	17.5
2009	14,951	19,631	9,538	27.3	385,655	17.5
2010	14,951	19,631	9,538	27.3	341,051	17.5
2011	15,219	20,379	12,819	27.3	341,051	17.5

Principal Employers as of 09/30/2011

Employer	Employees	Rank	Percentage of Total City Employment
Master North America	200	1	4%
Aramark	160	2	3%
Don Greene Poultry	140	3	3%
American Fruit	105	4	2%
Combined Services	98	5	2%
Republic Metals	95	6	2%
Miami Offset	75	7	2%
Choice Environmental	75	7	2%
Florida International Academy	75	7	2%
Robert B. Ingram Elementary	73	8	1%
Nathan B. Young Elementary	66	9	1%
Total	1,162		22%

BUDGET DEVELOPMENT AND FINANCIAL POLICIES

DEVELOPMENT PROCESS

The budget process is guided by direction from the City Commission as it strives to meet the needs of the community at a reasonable price. Every Commission meeting involves deliberation about what services the City should provide, at what level, and at what price. The decisions made by the Commission throughout the year provide a general path for the budget deliberations to follow. City employees provide the perspective of professionals as to the most efficient and effective way to implement Commission policy. Residents have the opportunity to express their preferences for City services and funding mechanisms through formal budget public hearings as well as individual agenda items during the year.

BUDGET PROCESS

The budget process is a formalized annual occurrence that requires the input and collaboration between the respective City departments, the City Manager, the City Commission, and citizens. In general, the budget development process and content requirements of the City's annual budget are stated in Article VI, Budget of the City Charter and consistent with these requirements, the City Manager prepares a proposed budget. Detailed budget requests are made by each department, and approved by the City Manager.

The City Manager's proposed budget is considered by the City Commission. At least two public hearings are scheduled. Prior to October 1, the City Commission must adopt a budget and this budget may be the same as that proposed by the City Manager or may contain those amendments which the City Commission approves. After City Commission action, the proposed budget is revised if necessary and is published as the adopted budget. Once all of these steps are taken, the result is a balanced budget. A budget is considered balance when the revenues of all funds equal expenditures of all funds.

BUDGET DEVELOPMENT AND FINANCIAL POLICIES

The specific steps taken to prepare the annual budget are as follows:

1. The City Manager meets with department heads to outline the general philosophy for the upcoming budget, to discuss financial and economic conditions and to establish budgetary guidelines.
2. The Budget Administrator conducts budget workshops for City departments to discuss and implement budget development schedules, budget forms and procedural guidelines.
3. City departments prepare budget forms and justification detail and submit them to the finance department.
4. The Budget Administrator reviews and organizes departments' forms and submits them for review and modification and approval by the City Manager.
5. The Budget Administrator estimates budgetary limits and prepares departmental line-item budgets within the constraints of available revenues. Based on established limits, departments will submit the final copy of their budget request and budget justification detail to the finance department.
6. The City receives a Certification of Taxable Value (Form DR 420) from the County's Property Appraiser which indicates the real and personal property values in the City.
7. The City Manager submits a proposed Millage rate and public hearing dates on the proposed budget to the City Commission.
8. The City Manager submits the budget estimate to the City Commission
9. The City advises the County's Property Appraiser and Tax Collector of the proposed Millage rate and the day, time and place of the first public hearing.
10. The Property Appraiser mails the notice of proposed property taxes and notification.
11. The first public hearing is held on the tentative budget and proposed Millage rate.
12. The second public hearing is advertised.
13. The second public hearing is held to adopt the final Millage rate and budget.
14. Upon final adoption, the budget is certified by the City Manager and the City Clerk and filed in the office of the City Clerk. A copy of the budget is made available to public libraries and newspapers located within the corporate limits.

BUDGET DEVELOPMENT AND FINANCIAL POLICIES

15. The County's Property Appraiser, the County's Tax Collector and the State's Department of Revenue are notified within three (3) days after adoption of the budget.
16. The Certification of Compliance with "TRIM", a copy of the adopted ordinances Millage rate, (general fund, special revenue funds, and proprietary funds), Form DR 420 and the public hearing advertisements are submitted to the State's Department of Revenue within 30 days after adoption of the budget.

FY 2012-2013 BUDGET CALENDAR

Budget Preparation Manual Distribution and Orientation	April 16, 2012
Departmental Budget Requests Due	May 18, 2012
Compilation by Budget Administrator (including meetings with City Manager and Department Heads)	May 19, 2012 thru July 30, 2012
Receive Certification of Taxable Value	July 1, 2012
Submit Preliminary Proposed Budget to City Commission	July 31, 2012
City Commission Budget Workshop	September 5, 2012
First Budget Hearing	September 12, 2012
Second Budget Hearing	September 26, 2012
FY 2010-2011 Begins	October 1, 2012

AMENDMENT PROCESS

After the budget has been adopted in September, budgetary control is maintained at the departmental and fund level, with the finance department providing support to departments in the administration of their budgets. Adjustments within the same fund to departmental appropriations may be approved by the City Manager or by Resolution of the City Commission. The City Manager is authorized to approve adjustments to expenditure code allocations, within the limit of departmental appropriations. Any supplemental appropriations or revisions that will amend total revenues or total expenses of any fund must be approved by the City Commission. The budget is typically amended mid-year; however that budget can be amended at any time during the fiscal year.

BUDGET DEVELOPMENT AND FINANCIAL POLICIES

BASIS OF BUDGETING

The basis of budgeting is the same as the basis of accounting. The budget is adopted on a basis consistent with generally accepted accounting principles (GAAP) with the following exceptions:

- Advances from other funds are presented as revenues
- Encumbrances, advances to other funds, and principal on long-term debt of the proprietary funds are presented as expenditures or expenses.
- Depreciation and compensated absences are not budgeted.

The GAAP basis of accounting for governmental funds is modified accrual. Under the modified accrual basis, revenues are recognized when they become susceptible to accrual, i.e., measurable and available to finance the City's operations. Available means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures (decrease in net financial resources) are recognized in the accounting period in which the related fund liabilities are incurred as long as it is measurable. An exception to this is long-term debt and the long-term portion of accumulated compensated absences and longevity pay, which are recognized when due.

In applying the susceptible to accrual concept to intergovernmental revenues, the legal and contractual requirements of the numerous individual programs are used as a guide. There are however, essentially two types of these revenues. In one, monies must be expended on the specific purpose or project before any amounts will be paid to the City; therefore, revenues are recognized based upon expenditures recorded. In the other, monies are virtually unrestricted as to purpose of expenditures and are usually revocable only for failure to comply with prescribed compliance requirements. The resources are reflected as revenues at the time of receipt or earlier if susceptible to accrual.

The major utility and franchise taxes are recorded as revenues when earned. Licenses and permits, fines and forfeitures, charges for services, and other revenues (except investment earnings) are recorded as revenues when received in cash because they are generally not measurable until actually received. Property taxes are recorded as revenue in the fiscal year levied, provided they are collected in the current period or within sixty days thereafter. Those remaining uncollected are recorded as deferred revenues. Investment income is recorded as revenue when earned. Special assessments are recorded as revenues only to the extent that individual installments are considered available.

The accrual basis of accounting is utilized by proprietary funds and pension and nonexpendable trust funds. Under the accrual basis, revenues are recognized in the accounting period in which they are earned, if objectively measurable, whether collected

BUDGET DEVELOPMENT AND FINANCIAL POLICIES

sooner or later. Expenses, not expenditures, are recognized when the benefits of costs incurred are deemed to have been consumed or expired. Long-term liabilities are accounted for through those funds. Depreciation of fixed assets is recorded in the accounts of these funds as well.

In the operating budget, revenues are equal to expenditures without the use of prior year fund balances. However, in the capital budget, particularly with projects which overlap different fiscal years, fund balance may be utilized to fund the completion of the project.

CAPITAL IMPROVEMENT PLAN

Expenditures for capital improvements are not included directly in the operating budget. The Annual Operating Budget includes and identifies amounts to be transferred to capital project funds from operating sources. The appropriation for capital improvements are budgeted as part of the Capital Improvement Plan (CIP) and prepared and approved separately. A separate CIP document is available which details each project, its purpose, funding sources, timetable, and its effect on future operating budgets. The first year of the CIP is referred to as the capital budget. The CIP and Annual Operating Budget are closely linked as the budget assumes the cost for maintaining and operating new facilities as they are constructed within the CIP.

There are many differences between the operating budget and the capital budget. The operating budget includes expenses that are generally of a recurring nature and are appropriated for one year only. It provides for the provision of all City services, but does not result in the addition of major, physical assets for the community. The capital budget includes one-time costs for projects that may last several years and result in major physical assets being added in the community.

DEBT POLICY AND ADMINISTRATION

The debt policy is approved by the City Commission and implemented by the City Manager. Currently, there is no statutory or charter debt limitation. However, debt is limited by the City's revenue. The City is not subject to debt limits. Debt is used for a variety of purposes and in a variety of ways. The principal use of debt by the City has been for making capital expenditures. Because of the use of public capital stretched over many years, it is appropriate that those who enjoy the benefits should also pay the costs. This general principal of intergenerational equity, however, must be applied cautiously. The public capital of one generation may be regarded as a dubious asset by the next. Why should those who did not choose to make the expenditure pay for them? Any capital expenditures, the continuing merit of which is in doubt, might more appropriately be paid for by those who chose to make the expenditure. Moreover, this reservation accords with financial conservatism as a public debt based on unwanted capital expenditures is not of very good quality. Another more pragmatic qualification to this general principle is that short-lived capital expenditures may be more easily and appropriately fitted into current budgets than paid for by borrowing.

BUDGET DEVELOPMENT AND FINANCIAL POLICIES

The City's long-term capital improvement debt as of October 1, 2011 is as follows:

	Bonds Outstanding	Interest Rate Range	Final Maturity	BOND RATING	
				Standard & Poors	Moody's
2011A&B Capital Improvement Revenue and Revenue Refunding Bonds	\$7,713,000	3.890%	01-01-26	Aaa	AAA
TOTAL	\$7,713,000				

The 2011A&B Capital Improvement Revenue and Revenue Refunding Bonds requirements are as follows and are accounted for in the Capital Improvement Debt Service fund:

Fiscal Year	Principal	Interest	Total Debt Payment
2013	390,000	249,972	639,972
2014	403,000	236,627	639,627
2015	416,000	222,854	638,854
2016	430,000	208,621	638,621
2017	445,000	193,889	638,889
2018	510,000	177,679	687,679
2019	527,000	159,957	686,957
2020	545,000	141,635	686,635
2021	564,000	122,683	686,683
2022	583,000	103,086	686,086
2023	603,000	82,816	685,816
2024	624,000	61,832	685,832
2025	645,000	38,608	683,608
2026	670,000	13,032	683,032

Other Long-Term Debt consists of the following:

- Settlement with Florida Department of Transportation (FDOT), due in 119 monthly payments of \$5,274.62, from January 2001 through November 2014. This is accounted for in the Water & Sewer Fund.

Fiscal Year	Principal	Interest	Total Debt Payment
2013	63,295	0	63,295
2014	10,549	0	10,549

- State Revolving Loan for \$480,816, bearing interest rates ranging from 2.89% to 3.75% due in 20 annual payments of \$32,365, including interest, from July 31, 1994 through July 31, 2013, secured by a lien on pledge revenues as defined by the State Revolving Fund loan agreement. This is accounted for in the Water & Sewer Fund.

BUDGET DEVELOPMENT AND FINANCIAL POLICIES

- State Revolving Loan for \$1.827 million, bearing interest at a rate of 2.56% and 1.54%, due in 40 semi-annual payments of \$53,240, including interest, from June 15, 2003 through December 15, 2022, secured by a lien on pledge revenues as defined by the State Revolving Fund loan agreement. This is accounted for in the Water & Sewer Fund.
- State Revolving Loan for \$2.375 million, bearing interest at a rate of 1.53%, due in 40 semi-annual payments of \$71,143, including interest, from June 15, 2003 through December 15, 2022, , secured by a lien on pledge revenues as defined by the State Revolving Fund loan agreement. This is accounted for in the Water & Sewer Fund.

The service requirements for the State Revolving Loan debt is as follows:

Fiscal Year	Principal	Interest	Total Debt Payment
2013	129,142	13,144	142,286
2014	130,132	12,154	142,286
2015	131,129	11,157	142,286
2016	132,135	10,151	142,286
2017	133,147	9,139	142,286
2018	134,168	8,118	142,286
2019	135,196	7,090	142,286
2020	136,232	6,054	142,286
2021	137,277	5,009	142,286
2022	138,329	3,957	142,286
2023	139,389	2,897	142,286
2024	140,457	1,829	142,286
2025	133,632	752	134,384

In FY 2012, the City will continue to explore the possibility of securing additional debt to fund capital improvement dollars. In FY 2010, the City concluded a water and sewer rate study that included the CIP in the analysis. The recommended rates were approved by the City Commission and will provide acceptable income required by lenders and sufficient revenues to cover the debt service.

RESERVE POLICY

The reserve policy is approved by the City Commission and implemented by the City Manager. The General Fund is required to reserve a minimum of five hundred thousand dollars (\$500,000) annually. Three hundred thousand dollars (\$300,000) shall be available for use, with City Commission approval, to fund unanticipated budget issues, emergencies/natural disasters which may arise or potential expenditure overruns which cannot be offset through other sources. This reserve level shall be replenished at the beginning of each fiscal year so it is available on an ongoing basis. Two hundred thousand dollars (\$200,000) shall remain unspent to provide for year end reserve.

BUDGET DEVELOPMENT AND FINANCIAL POLICIES

The City shall also provide a reserve for uncompensated absences and other employee benefit liabilities. The City is required to budget sixty-five thousand dollars (\$65,000) annually in the General Fund, seventeen thousand five hundred dollars (\$17,500) in the Water and Sewer Fund, and seventeen thousand five hundred dollars (\$17,500) in the Solid Waste Fund to build the reserves sufficient to cover base liabilities for each fund.

If a budget shortfall is determined, a written plan will be forwarded from the City Manager to the City Commission within a reasonable time frame that may include the reduction of services, increases in fees and rates, or some combination thereof.

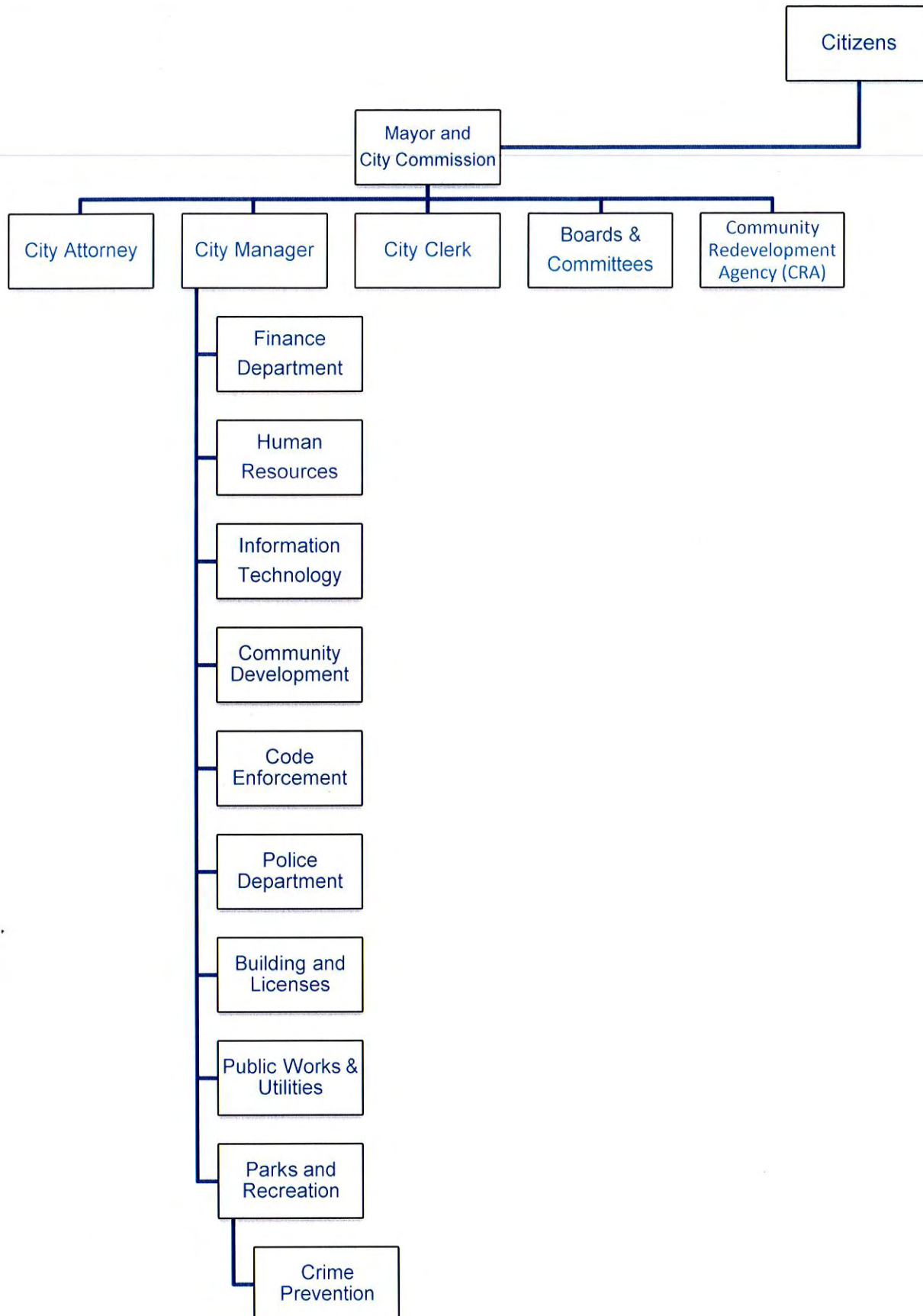
ACCOUNTING, AUDITING & FINANCIAL REPORTING POLICY

An independent audit in accordance with Government Auditing Standards will be performed annually. Also, the City will produce financial reports in accordance with Generally Accepted Accounting Principles (GAAP) as outlined by the Government Accounting Standards Board (GASB). The accounting, auditing, and financial reporting policy is considered administrative and is approved by the City Manager.

CAPITAL IMPROVEMENT PLAN (CIP)

The City will develop a five-year Capital Improvements Plan (CIP) and update it annually. This first year of the plan is the only year that is approved by the City Commission during the annual budget process and those projects are included in the budget. The remaining four years are for planning purposes and funding is not guaranteed to occur in the year planned. The City Commission makes the final approval about whether and when to fund a project.

ORGANIZATIONAL CHART



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FUND DESCRIPTIONS

Governmental accounting systems should be organized and operated on a fund basis. Individual resources are allocated to, and accounted for, in separate accounting entities – identified as funds—based upon the purpose for which they are to be spent and the means by which spending activities are legally controlled.

Governmental units should establish and maintain those funds required by law and for sound financial administration. Only the minimum number of funds consistent with legal and operating requirements should be established because unnecessary funds result in inflexibility, undue complexity, and inefficient financial administration.

Individual funds are classified into three broad categories: Governmental, Proprietary, and Fiduciary.

GOVERNMENTAL FUND TYPES

Governmental Fund Types are subdivided into four sections: General Fund, Special Revenue Funds, Capital Projects funds, and Debt Service Funds.

General Fund – Accounts for all financial resources, except those required to be accounted for in another fund.

Special Revenue Funds – Accounts for the proceeds of specific revenue sources that are legally restricted to expenditure for specified purposes.

Debt Service Fund – Accounts for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

Capital Projects Funds – Accounts for financial resources to be used for the acquisition or construction of major capital facilities.

GENERAL FUND

The General Fund of a government unit serves as the primary reporting vehicle for current governmental operations. The General Fund, by definition, accounts for all current financial resources not required by law or administrative action to be accounted for in another fund. The major sources of revenue for the General Fund include: ad valorem taxes, franchise taxes, and intergovernmental revenues. The major departments funded here are administrative: Mayor and City Commission, City Manager, City Attorney, City Clerk, Finance, Human Resources, Community Development, Parks and Recreation, Police, Public Works, and Building and Licenses.

FUND DESCRIPTIONS

SPECIAL REVENUE FUNDS

Special Revenue Funds are used to account for the proceeds of specific sources, other than expendable trusts or major capital projects that are legally restricted to expenditures for specific purposes.

Police – Special Law Enforcement Revenue Fund – This fund is used to account for the proceeds from the State's special law enforcement trust fund, fines and forfeitures.

Boy Scouts Special Revenue Fund – This fund is used to account for the proceeds from donations to the City's Police Explorer Program.

Opa-locka Youth Academy (DJJ) fund – This fund was established to account of the activities of this intervention/prevention program committed to reducing juvenile crime and delinquency by changing criminal behavior.

Crime Prevention Special Revenue Fund – This fund is used to account for special State grants to the City to develop programs to prevent at risk youths from becoming involved in or returning to criminal activities.

Federal Emergency Management Fund – This fund is used to account for special State grants to the City in connection with hurricanes.

Safe Neighborhood-Nile Gardens Special Revenue Funds – This fund is used to account for grants to the City to provide service to the Department of Juvenile Justice court mandated juveniles for care after release from incarceration.

Peoples Transportation Tax Fund – This fund is used to account for the proceeds derived from the transportation Transit Tax Surcharge. Eighty percent of these funds are used for transportation related projects and twenty percent of these funds are used for transit related projects.

DEP Wastewater Improvement Fund – This fund is used to account for funds received for sewer improvement projects.

Community Redevelopment Agency (CRA) Fund – This fund was established to account for community redevelopment activities. This redevelopment will include not only physical improvement of the community but also economic development and empowerment of the residents. Redevelopment is ultimately about helping a community meet its fullest potential.

FUND DESCRIPTIONS

DEBT SERVICE FUND

The fund accounts for the sinking fund requirements of the Series 2011A&B Capital Improvement revenue bonds. At October 1, 2011, the annual requirements to amortize the debt was as follows:

Fiscal Year	Principal	Interest	Total Debt Payment
2013	390,000	249,972	639,972
2014	403,000	236,627	639,627
2015	416,000	222,854	638,854
2016	430,000	208,621	638,621
2017	445,000	193,889	638,889
2018	510,000	177,679	687,679
2019	527,000	159,957	686,957
2020	545,000	141,635	686,635
2021	564,000	122,683	686,683
2022	583,000	103,086	686,086
2023	603,000	82,816	685,816
2024	624,000	61,832	685,832
2025	645,000	38,608	683,608
2026	670,000	13,032	683,032

CAPITAL PROJECTS FUNDS

Capital Project Funds are used to account for the acquisition of major facilities other than those financed by proprietary funds and trust funds. There are three funds in this group:

Capital Improvement Debt Service Capital Projects Fund – This fund is used to account for sinking fund requirements of the 1994 Series Capital Improvement Revenue Bonds.

Capital Acquisition Capital Projects Fund – This fund is used to account for capital assets (including infrastructure) acquisition and construction from proceeds of the 1994 Series Capital Improvement Revenue Bonds.

Safe Neighborhood Capital Improvement Capital Projects Fund – This fund is used to account for grants to be utilized for activities related to the Enterprise Zone Safe Neighborhood Capital Improvement Project.

FUND DESCRIPTIONS

PROPRIETARY FUND TYPES

Proprietary Fund Types consist of the Enterprise Funds.

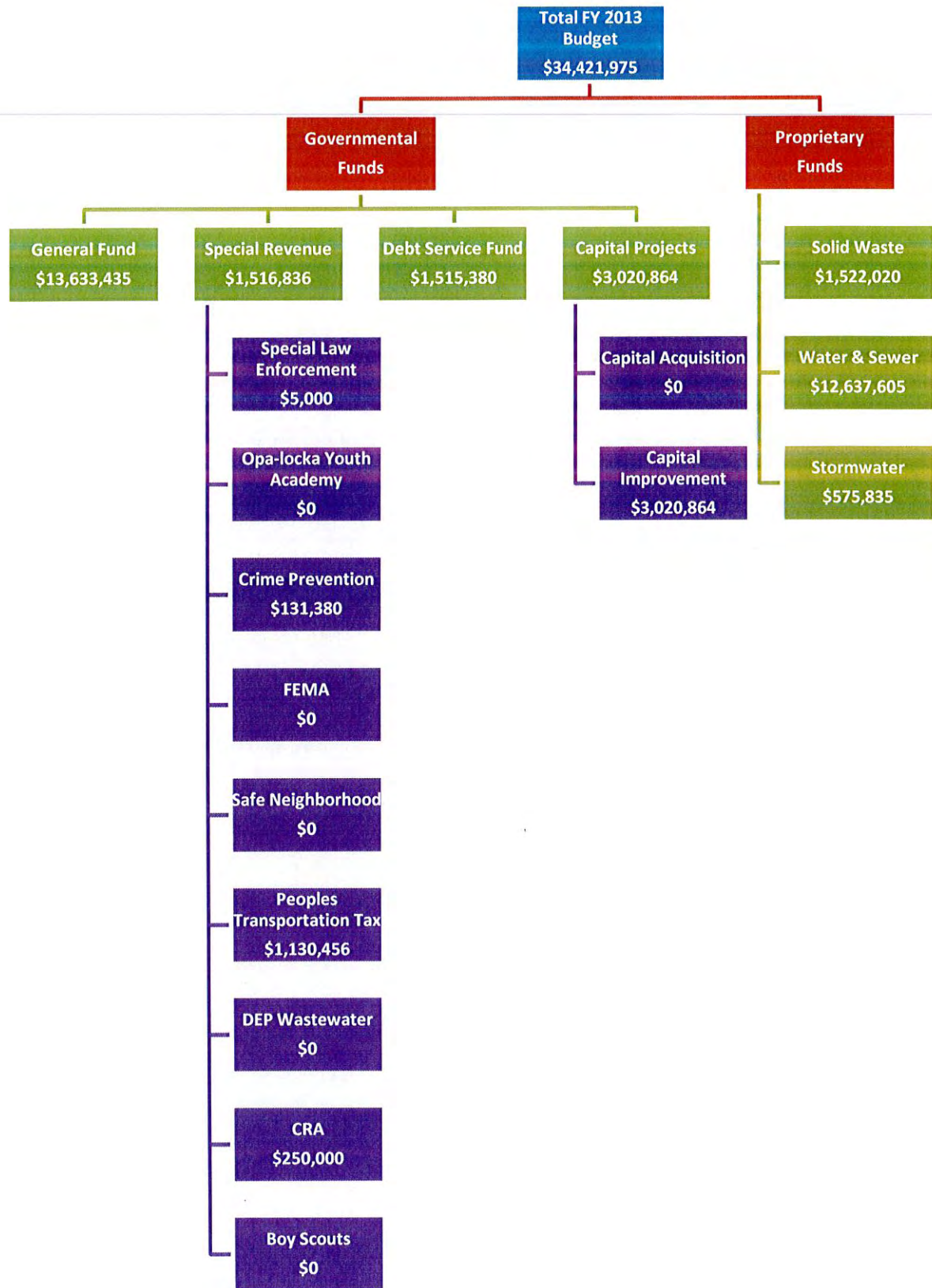
Enterprise Funds – Accounts for operations (a) that are financed and operated in a manner similar to private business enterprises – where the intent of the governing body is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purpose. The City operates three funds in this category:

Solid Waste Management Enterprise Fund – This fund is used to account for solid waste collection services. The City has contracted with private companies to collect residential and commercial trash and garbage. Miami Dade County is responsible for collecting recycling.

Water and Sewer Enterprise Fund – This fund is used to account for the delivery of water and sewer services. The four components of the fund are meter reading, water services, sewer services, and customer services.

Stormwater Utility Management Fund - This fund is used to account for fees collected for Stormwater operations and capital costs. Activities in this fund include maintenance of the storm drains, canals, and street and curb sweeping.

FY 2013 BUDGET BY FUND



FUND BALANCE

Fund Balance represents the unencumbered cash remaining in a fund at the end of a specified time period, usually the end of the fiscal year. In the General Fund, the City budgets a reserve of five hundred thousand dollars (\$500,000) annually. Three hundred thousand dollars (\$300,000) of the reserve shall be available for use, with City Commission approval, during the fiscal year to fund unanticipated budget issues. Two hundred thousand dollars (\$200,000) shall remain unspent to provide for the year-end reserve. The total reserve level shall be replenished at the beginning of each fiscal year so it is available on an on-going basis. In the Water & Sewer Fund and the Solid Waste Fund, the reserve policy states that the City shall retain at least a two (2) to five (5) percent reserve in these funds.

Florida Statutes require that the City approve a balanced budget; a budget where total revenues for each fund equal total expenses for each fund. Therefore, if current year revenues and expenses are the same, we can assume the beginning fund balance will be the same as the ending fund balance.

A good indicator of the City's fiscal health is the fund balance of the General Fund. The Government Finance Officers Association (GFOA) recommends maintaining an unreserved fund balance in the General Fund if no less than five to fifteen percent of regular operating revenues, or of no less than one to two months of regular operating expenditures, regardless of size.

The FY 2012-2013 General Fund beginning fund balance is estimated at \$437 thousand; a decrease of \$1.8 million or 81% from the FY 2011-2012 beginning fund balance of \$2.249 million. We are extremely close to exhausting the fund balance of the General Fund. The City has approved a balanced budget for FY 2012-2013 where it is assumed that we will, at a minimum, maintain the fund balance of \$437 thousand. We will be implementing fee increases (i.e. permitting and Community Development) and new fee schedule (i.e. Public Works) that we hope will move the fund balance in the positive direction. The Capital Projects fund balance deficit is expected to decrease from (\$1.768 million) to (\$1.470 million) due to increased reimbursement of grant proceeds.

GOVERNMENTAL FUNDS ANALYSIS

The focus of the City's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. In particular, unreserved fund balance may serve as a useful measure of a government's net resources available for spending at the end of the year. In FY 2012, total fund balance of the governmental funds was \$2.517 million, a decrease of \$3.416 million in comparison with the prior year. None of this amount constitutes unreserved, undesignated fund balance, which is available for spending at the City's discretion. All is considered reserved or designated to indicate that it is not available for new spending because it has already been committed to 1) pay debt service, 2) pay capital projects costs, or 3) various other restricted purposes.

FUND BALANCE

Changes in Fund Balance - GENERAL FUND

	2009-10 Actual	2010-11 Actual	2011-12 Projected*	2012-13 Budget
Beginning Balance	\$ 4,661,755	\$ 3,573,040	\$ 2,249,012	\$ 437,020
Revenues	11,789,019	11,566,970	11,345,377	11,796,775
Expenditures	13,726,697	14,889,797	15,274,534	13,633,435
Other Financing Sources	848,963	1,998,799	2,117,165	1,836,660
Excess (deficiency) of revenues over expenditures and other financing sources	(1,088,715)	(1,324,028)	(1,811,992)	-
Ending Balance	\$ 3,573,040	\$ 2,249,012	\$ 437,020	\$ 437,020

Changes in Fund Balance – CAPITAL PROJECTS FUND

	2009-10 Actual	2010-11 Actual	2011-12 Projected*	2012-13 Budget
Beginning Balance	\$ (8,841)	\$ (347,729)	\$ (1,768,672)	\$ (1,469,939)
Revenues	862,039	991,835	2,847,852	3,020,864
Expenditures	1,200,927	4,732,778	2,549,119	3,020,864
Other Financing Sources	-	2,320,000	-	-
Excess (deficiency) of revenues over expenditures and other financing sources	(338,888)	(1,420,943)	298,733	-
Ending Balance	\$ (347,729)	\$ (1,768,672)	\$ (1,469,939)	\$ (1,469,939)

Changes in Fund Balance – OTHER GOVERNMENTAL FUNDS

	2009-10 Actual	2010-11 Actual	2011-12 Projected*	2012-13 Budget
Beginning Balance	\$ 2,198,666	\$ 2,707,786	\$ 2,036,800	\$ 2,450,756
Revenues	2,633,377	2,082,183	2,853,852	5,724,020
Expenditures	1,424,898	847,371	4,845,591	8,837,270
Other Financing Sources	(699,359)	(1,905,799)	2,405,695	3,113,250
Excess (deficiency) of revenues over expenditures and other financing sources	509,120	(670,987)	413,956	-
Ending Balance	\$ 2,707,786	\$ 2,036,800	\$ 2,450,756	\$ 2,450,756

*Un-Audited

FUND BALANCE

PROPRIETARY FUNDS ANALYSIS

Proprietary or Enterprise Funds are used to account for the City's business-type activities. In FY 2011, the net assets for proprietary funds increased by \$1.479 million due to an increase in water and sewer rates.

Changes in Fund Net Assets – WATER & SEWER FUND

	2009-10 Actual	2010-11 Actual	2011-12 Projected	2012-13 Budget
Beginning Net Assets	\$11,053,855	\$ 12,124,710	\$13,719,448	\$13,719,448
Revenues	7,295,836	7,293,472	7,108,000	9,357,605
Expenditures	6,050,964	5,293,421	9,449,783	11,830,105
Non-operating revenues/expenses	(174,017)	(405,313)	2,341,783	2,472,500
Change in Net Assets	1,070,855	1,594,738	-	-
Ending Net Assets	\$12,124,710	\$ 13,719,448	\$13,719,448	\$13,719,448

Changes in Fund Net Assets – SOLID WASTE FUND

	2009-10 Actual	2010-11 Actual	2011-12 Projected*	2012-13 Budget
Beginning Net Assets	\$ (521,856)	\$ (577,332)	\$ (637,500)	\$ (560,000)
Revenues	1,014,622	1,142,852	1,441,400	1,522,020
Expenditures	1,070,098	1,203,020	1,253,990	1,341,535
Non-operating revenues/expenses	-	-	(109,910)	(180,485)
Change in Net Assets	(55,476)	(60,168)	77,500	-
Ending Net Assets	\$ (577,332)	\$ (637,500)	\$ (560,000)	\$ (560,000)

Changes in Fund Net Assets – STORMWATER FUND

	2009-10 Actual	2010-11 Actual	2011-12 Projected*	2012-13 Budget
Beginning Net Assets	\$ 1,122,181	\$ 848,621	\$ 792,626	\$ 485,261
Revenues	234,934	235,423	235,000	255,000
Expenditures	508,494	291,418	542,365	575,835
Non-operating revenues/expenses	-	-	-	-
Change in Net Assets	(273,560)	(55,995)	(307,365)	(320,835)
Ending Net Assets	\$ 848,621	\$ 792,626	\$ 485,261	\$ 164,426

* Un-Audited

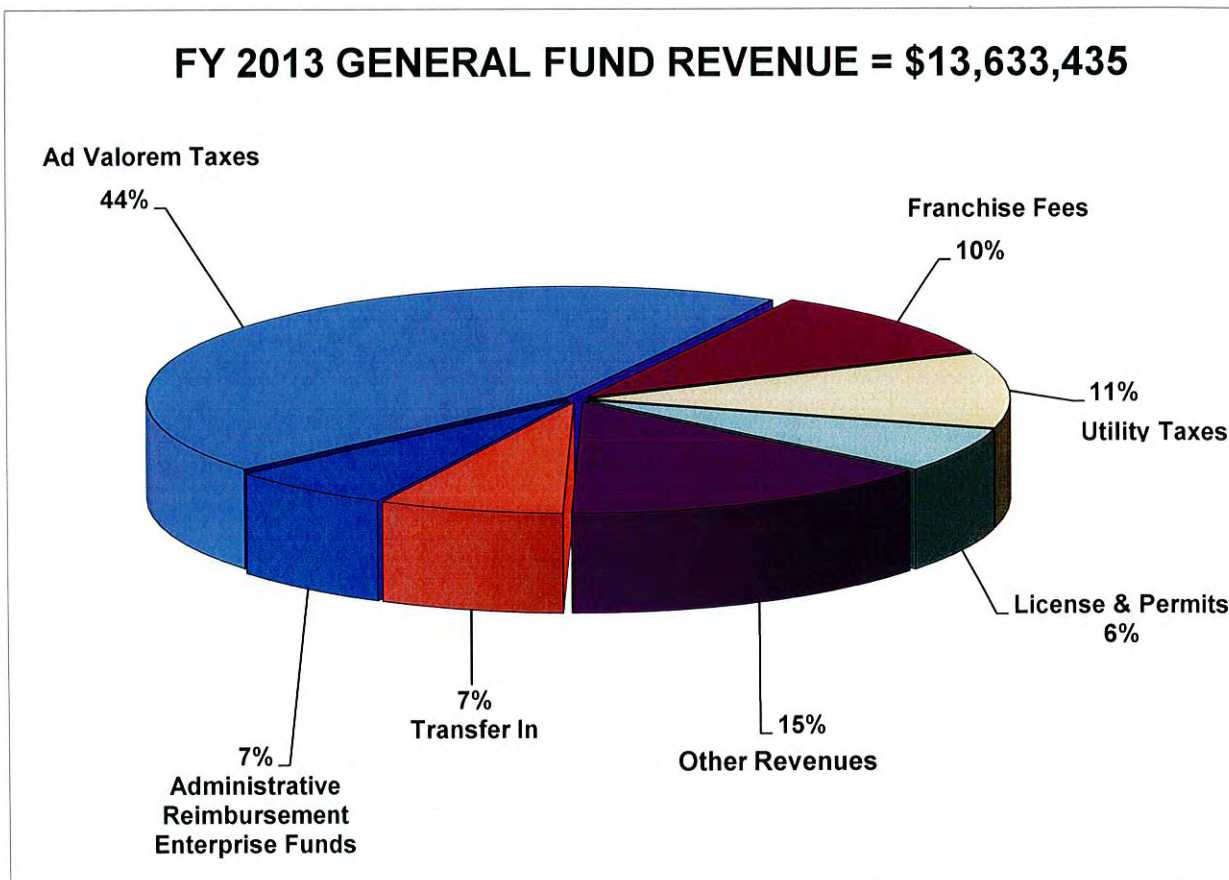
EXECUTIVE SUMMARY

We are continuing to see a decline in General Fund revenues primarily due to the decrease in property values and the impact of the challenging economy. The City's property values declined by 2.36% compared to last year's values. The FY 2013 Budget attempts to balance our obligation to continue to provide services to our residents with our fiscal responsibility to remain within available resources.

The FY 2013 Budget for all funds totals \$34,421,975. This represents a decrease of \$2,820,256, or 7.6% when compared with the FY 2012 Amended Budget of \$37,242,230. The decrease is primarily due to the completion of Sherbondy Park Village community center (approx \$3.8 million). In FY 2012, the Water & Sewer Fund transferred \$2 million to the Capital Projects Fund to complete the project. These items will not reoccur in FY 2012-2013.

GENERAL FUND REVENUE ESTIMATES

General Fund revenue estimates from all sources show an increase of \$528,900 or 4.1% when compared to the amended FY 2012 budget of \$13,104,535. We recently completed a review of the City's user fees and have revised and established new fees that will be implemented in FY 2013. The graph below depicts the major general fund categories. All other revenue categories are grouped together under "Other Revenues". FY 2011 General Fund revenue estimates are based on historical data and the current economic environment unless otherwise stated.



EXECUTIVE SUMMARY

GENERAL FUND - MAJOR REVENUE SOURCES

Ad Valorem Tax Revenue

The Miami-Dade County Property Appraiser's office sets the assessed and taxable values of the property in the City of Opa-locka. Each year during September, the City sets a millage rate at which property owners are taxed according to the adopted budget. Taxable value of a property may differ from the assessed value because of exemptions. The maximum millage a city can levy is 10 mills.

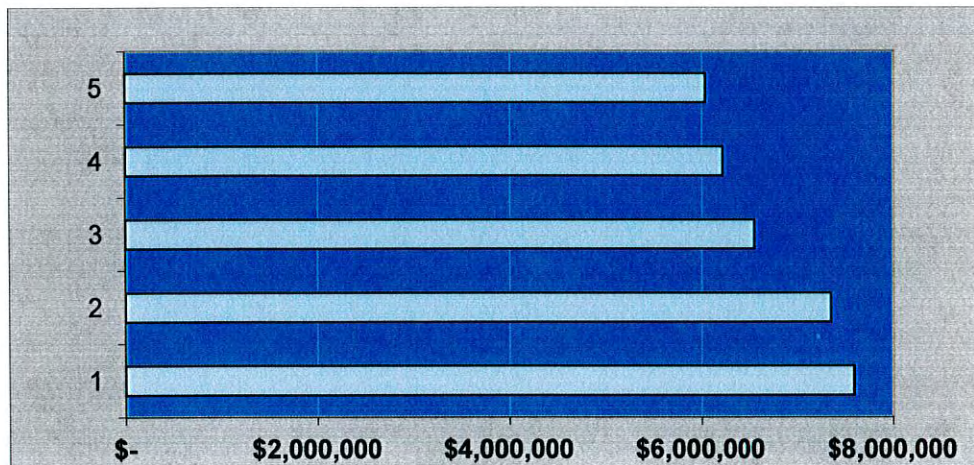
The City of Opa-locka FY 2013 taxable value for operating purposes is \$697,830,150. This is a 2.36% decrease compared to the FY 2012 taxable value. This is a direct result of our slumping economy (increased foreclosures, high unemployment, and frozen credit markets).

Based on the rules to calculate the City's millage rate, the rolled back rate (the rate that generates the same level of revenues as the previous year) for the City is 8.7999, which results in ad valorem tax revenue of \$5,833,794. The FY 2013 adopted millage rate is 9.1000. This rate will bring in \$181,356 less ad valorem tax dollars than FY 2012. Below you will find schedules depicting the change in gross taxable revenue over five years and ad valorem tax revenue over the past five years. Ad valorem tax revenue funds 44% of the FY 2013 General Fund expenditures.

Below is a schedule depicting the change in gross taxable value over the past five (5) years:

Number	Fiscal Year	Millage	Gross Taxable Value	Revenue
1	2009	8.2084	974,444,294	\$ 7,598,700
2	2010	8.3000	932,162,334	\$ 7,350,100
3	2011	8.8000	784,617,230	\$ 6,559,400
4	2012	9.1526	714,677,660	\$ 6,214,101
5	2013	9.1000	697,830,150	\$ 6,032,745

Below is a graph depicting the ad valorem tax revenue over the last five years:

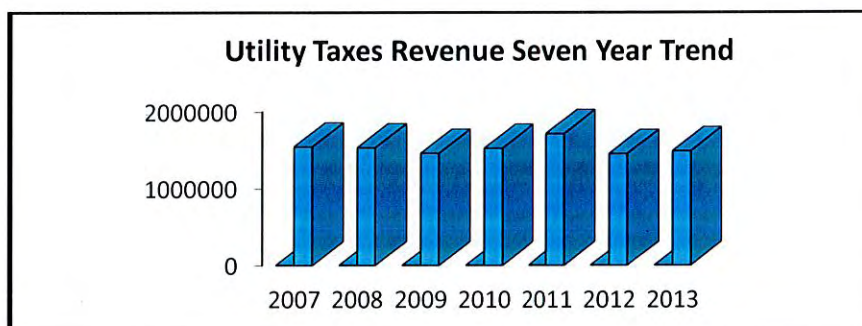


EXECUTIVE SUMMARY

Utility Taxes/Telecommunications Services Tax

The City collects utility taxes from companies who charge residents or businesses for utilities such as electricity, gas, water and telecommunications. This category of revenues is estimated to provide for \$1,486,900 or 10.9% of the FY 2013 General Fund revenues. This is an increase of 2.4% from last year's projected revenue. The increase in revenue in FY 2013 is due to increased projected revenues from Florida Power and Light due to rate hikes.

2007 Audited	2008 Audited	2009 Audited	2010 Audited	2011 Audited	2012 Projected	2013 Adopted
\$1,544,532	\$1,532,071	\$1,459,022	\$1,524,326	\$1,712,345	\$1,451,900	\$1,486,900



Franchise Fees

The City assesses a fee on corporations in return for granting them a privilege to exclusive rights to provide services to residents and businesses (FPL, Waste Management, BFI, and City Gas). Estimates from this category are estimated at \$1,408,200 or 11% of total projected revenue and represents a 0% increase or decrease from last year. However, the amount is lower than in prior years due to lower revenue projections from Waste Management franchise fee due to changing multi-family properties up to four units from commercial status to residential status. We no longer receive a franchise fee for those units.

2007 Audited	2008 Audited	2009 Audited	2010 Audited	2011 Audited	2012 Projected	2013 Adopted
\$1,919,542	\$1,540,751	\$1,656,094	\$1,487,056	\$1,499,292	\$1,407,600	\$1,408,200

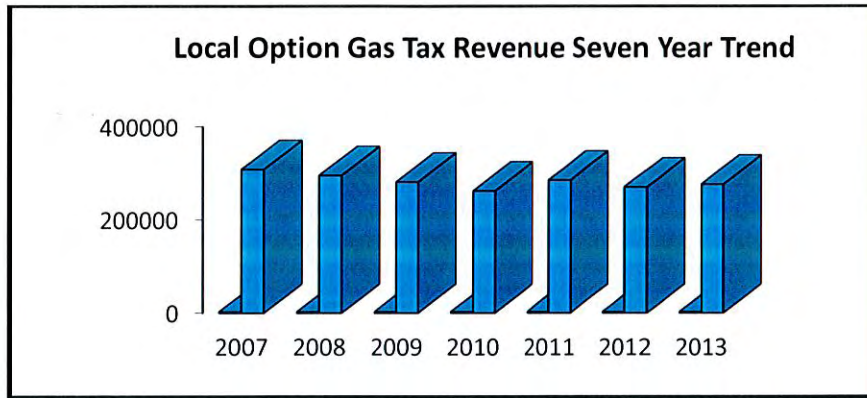


EXECUTIVE SUMMARY

Local Option Fuel Taxes

Local Option Fuel Taxes are collected by the State of Florida and is levied on every net gallon of gasoline and diesel fuel sold in the county. The proceeds may be used to fund transportation expenditures. The City estimates to receive \$276,090 in FY 2013, an increase of 2.3% from last year and 2.2% of the total budget. These revenue estimates are provided annually by the Florida Department of Revenue, Office of Tax Research.

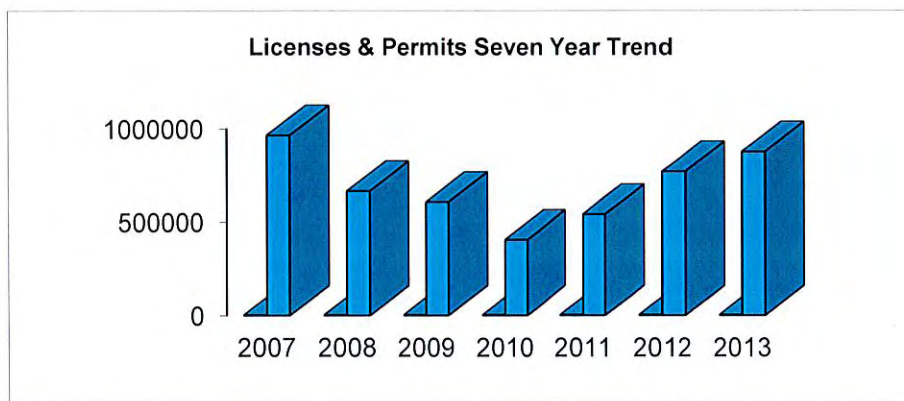
2007 Audited	2008 Audited	2009 Audited	2010 Audited	2011 Audited	2012 Projected	2013 Adopted
\$308,171	\$295,194	\$281,095	\$261,643	\$284,901	\$270,000	\$276,090



Licenses and Permits

This category accounts for revenues collected by the City for the issuance of occupational licenses to businesses and the cost of building, electrical, alarm and plumbing permitting, in addition to, certificates of occupancy and inspections. It is estimated that this category would provide for \$807,401 or 6.4% of the FY 2013 general fund revenues and is 13.7% more than last year. All permit fees will increase by 3% and we are also implementing a Certificate of Use permit. Also, two new development projects (a Senior Housing facility and a new Supermarket) were recently approved which will increase permit fee revenue.

2007 Audited	2008 Audited	2009 Audited	2010 Audited	2011 Audited	2012 Projected	2013 Adopted
\$965,593	\$667,098	\$607,713	\$404,169	\$541,636	\$771,600	\$877,401



EXECUTIVE SUMMARY

GENERAL FUND - OTHER REVENUE SOURCES

State Grants

This category includes funding for several grants: COPPS Grant revenue (\$121,040), Byrne Grant (\$72,820), and a Community Challenge Grant (\$200,000). The total revenue in this category is estimated at \$557,134 or 4% of total revenue. This category is 22% more than FY 2012 projected due to the recent award of the Community Challenge Grant. This category could increase due to pending grant applications that are awaiting decisions.

Intergovernmental Revenue

The City receives revenues from the State of Florida and Miami-Dade County. The State of Florida distributes cigarette taxes, gas tax rebates, and alcoholic beverage taxes. State Shared Revenue is estimated at \$28,300, less than 1% of the general fund budget for FY 2012 and a 6.8% increase from last year. The County distributes school crossing guard revenues and county occupational license revenue. County Shared Revenue is estimated at \$65,100, less than 1% of the general fund budget for FY 2013. The City's share in these categories increases with the growth of the economy and the growth of the City's population.

Charges for Services

This category includes fees from services which the City provides, such as zoning and subdivision fees, rental of park facilities, police reports, and other miscellaneous charges. An estimate of \$265,500 is anticipated to be received in FY 2012 or 2.2% of the total budget and 1038% more than last year. This increase is due to the implementation of user fee schedules for the Public Works and Community Development departments. Also, due to new developments in the City, impact fees are included.

Fines and Forfeitures

This category accounts for revenues received from Miami-Dade County for court fines, city issued citations, city code violations and returned check fines/penalties. Approximately \$353,500 is estimated to be received in FY 2013. This is 2.6% of the general fund revenues and is 18.5% less than last year. The decrease is due to the possible elimination of red light camera throughout the City.

Interest

Interest revenue in the amount of \$8,000 is estimated to be received for funds held at Wells Fargo, less than 1.0% of general fund revenue. Interest revenue has suffered tremendously due to the recession. The City's interest revenue is based on the Federal Funds rate and the rate continues to be less than 1%.

EXECUTIVE SUMMARY

Other Revenues

This category includes revenues such as copies, towing revenues, notary fees, etc. The FY 2013 estimate for this category is \$351,805 or 2.6% of the budget and represents a 60% increase from FY 2012 projected revenue. The increase is due to the inclusion of \$250,000 that was negotiated for the sale of land to the developers of the planned Senior Housing facility.

Other Financing Sources

Included in this category are transfers from the Capital Improvement Debt Service Fund and the Water & Sewer Fund. State shared revenues and sales taxes are recorded in the Capital Improvement Debt Service Fund to pay the debt service on the 2011A&B Capital Improvement Bonds. After those payments are made, the residual is transferred by the Paying Agent to the General Fund. In FY 2013, \$874,410 will be transferred. This is an increase of 12% from last year due to an increase in state revenues. The Capital Projects will also transfer \$90,000 to the General Fund for administration of the Segal Park project.

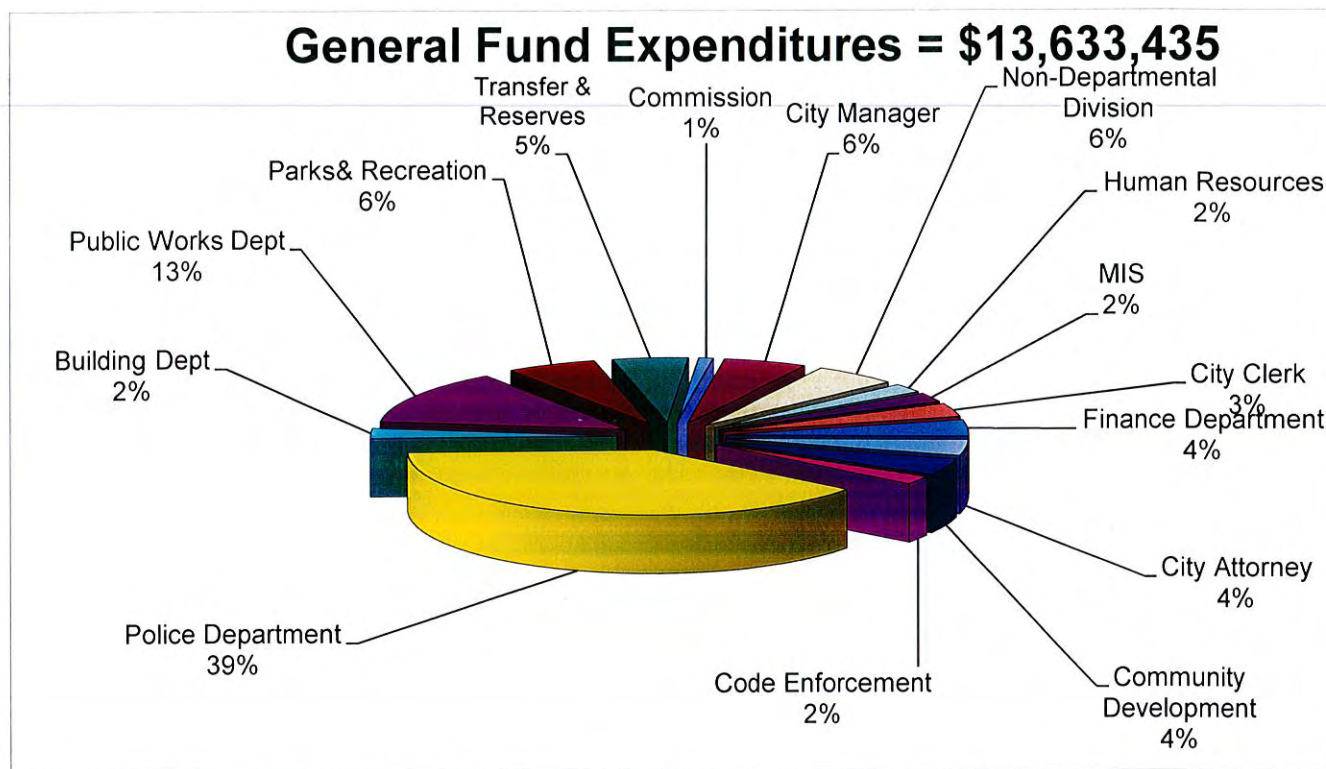
This category also includes reimbursements from the Enterprise Funds (\$872,250) for expenditures incurred in the general fund to provide support to the Enterprise Funds. This reimbursement is calculated based on an estimate of the percentage of indirect costs the General Fund provides to the Enterprise Funds. Direct expenses attributable to any enterprise fund are charged directly to that fund.

This category accounts for \$1,836,660, 13.5% of revenue for FY 2013. This represents a decrease of \$280,505 or 13% from the FY 2012 projected budget.

GENERAL FUND REVENUE SOURCE	2012 PROJECTED	2013 ESTIMATED	% Increase/ Decrease
AD VALOREM TAXES	\$ 6,214,101	\$ 6,032,745	-2.9%
FRANCHISE FEES	1,407,600	1,408,200	0.0%
UTILITY TAXES	1,451,900	1,486,900	2.4%
LOCAL OPTION GAS TAXES	270,000	276,090	2.3%
LICENSES & PERMITS	771,600	877,401	13.7%
STATE GRANTS	458,435	557,134	21.5%
STATE SHARED REVENUE	26,500	28,300	6.8%
OTHER SHARED REV/COUNTY	65,100	123,100	89.1%
CHARGES FOR SERVICES	25,800	293,600	1038.0%
FINES & FORFEITURES	433,500	353,500	-18.5%
INTEREST	1,000	8,000	700.0%
OTHER REVENUES	219,841	351,805	60.0%
OTHER FIN SOURCES	2,117,165	1,836,660	-13.2%
TOTAL REVENUE	\$13,462,542	\$13,633,435	1.3%

EXECUTIVE SUMMARY

GENERAL FUND EXPENDITURES



Personnel Costs are the driving force of the General Fund expense budget and account for 64.5% of General Fund expenses. A summary of department budgets are provided below:

City Commission – The FY 2013 budget of \$125,340 reflects an Increase of \$10,790 or 9.4% compared to the FY 2012 projected budget and .9% of the total budget. This budget provides for the City Commission's salary, health insurance, monthly allocation, and travel allocation. The increase is due to the increase in health insurance costs.

City Manager's Office – Executive – The FY 2013 budget of \$743,561 reflects an Increase of \$106,701 or 17.5% when compared to the FY 2012 projected budget and is 5.3% of the total budget. The increase is primarily due to the addition of an Assistant City Manager position.

Non-Departmental Division – This division provides for city-wide expenses that cannot be attributable to any particular department and also provides for the maintenance of City Hall. This division is expected to decrease by \$385,561 to \$771,682, or -33.9%, primarily due to the elimination of rental expense for City Administration offices. Rent is not appropriated for FY 2013.

City Manager's Office – Interfund Transfers – The Crime Prevention Fund requires a transfer out of \$91,380. These dollars are transferred to provide support to Crime Prevention Fund activities due to a decrease in grant revenue for the fund. This division accounts for less than 1% of the total budget. Also, \$25,000 will be transferred to the Water and Sewer Fund to begin repaying a \$560,000 loan from FY 2012 and a \$275,000 loan from FY 2011.

EXECUTIVE SUMMARY

City Manager's Office – Reserves – As recommended by the City's Financial Integrity Policies, the City has set aside the required operating reserves and sick/annual leave reserves. The General Fund reserve is approved at the required \$500,000 level and \$65,000 is approved for the sick/annual leave reserve. This division accounts for 4.1% of the total budget.

City Manager's Office – Emergency & Disaster – Contingencies in the amount of \$15,000 is included. This accounts for less than 1% of total expenses.

City Manager's Office – Special Events – The City has allocated \$30,000 for special events. The budget includes \$5,000 for each member of the City Commission and \$5,000 is budgeted for the MLK Walk. This division accounts for less than 1% of the total budget.

City Attorney – The City Attorney's budget of \$533,500 provides for legal contractual services of \$225,000 and also a pro-rata share of general liability insurance costs in the amount of \$258,500. Also included is a \$50,000 provision in contingencies for lawsuit settlements and/or other legal expenses. There is no change from last year. Insurance is shared between the General Fund and the Enterprise Funds and the Enterprise Funds are assessed a greater portion of the costs based on the proportion of net assets.

City Clerk – The City Clerk's budget is adopted at \$457,460, which represents an 30.4% decrease and is 3.4% of the total budget. In FY 2013, the former City Clerk separated from the City and was paid nine months of salary and other benefits as a severance. This was an unusual event and will not reoccur in FY 2013.

Human Resources – The FY 2013 budget of \$301,400 is 8.5% increase from than last year's projected and represents 2.2% of the total budget. The increase is due to the funding of employee appreciation and recognition activities.

Finance Department – The Finance Department budget of \$555,840 is \$8,256 or 1.5% more than FY 2012. The FY 2013 budget includes very minor changes from FY 2012 budget.

IT – The budget of \$307,825 represents 12.5% increase from the FY 2012 Budget and is 2.3% of the total budget. All computer equipment for the City (with the exception of the Police Department) will be purchased through this Department. There is \$40,000 budgeted for computer equipment and \$80,000 budgeted for software license payments.

Community Development Department – Funding for FY 2013 is \$560,695. This is an increase of 33.7% from FY 2012 and represents 3.9% of the General Fund budget. Included in this division is \$200,000 in grant expenses for the Community Challenge grant. This grant will be used to update the City's comprehensive plans, zoning ordinances, and land development code.

Code Enforcement – The FY 2013 budget is \$277,245 and is 49% less than FY 2012 and represents 2% of the budget. The increase is due to the transfer of the Urban Rangers to the Public Works Department.

EXECUTIVE SUMMARY

Building, Permitting and License Department – The FY 2013 budget of \$339,880 represents a 31.6% decrease from the previous year, and is 2.5% of the total budget. The decrease is due to the contracting out of plans review and inspection services. We no longer have to hire employees to perform these functions.

Parks & Recreation – Funding for FY 2012, \$801,190 is \$100,357 or 13.9% more than the previous year. The increase is due to the addition of one recreation leader and one certified lifeguard to the budget due to the opening of the Sherbondy Park Community Center. Also included is \$60,000 for the contracting out of the landscape maintenance of the parks.

Public Works – (Physical Environment) Department – The Public Works Department's budget of \$1,833,945 is 12.4% more than last year due to the addition of the Urban Rangers to the Public Works Department and the bus circulator costs are included in to the department budget. The Department represents 13.5% of the General Fund budget and is comprised of the following divisions:

Administrative Division	\$ 272,900
Building Maintenance	238,840
Roads and Streets	587,315
Vehicle Maintenance	734,890
Total	<u>\$1,833,945</u>

The FY 2013 budget includes:

- \$57,000 for FL Dept. of Corrections services
- \$180,000 for vehicle maintenance supplies
- \$320,000 for fuel costs

Police Department – The budget for the department is in the amount of \$5,323,313 and represents 39% of the total general fund budget and is 5.8% more than FY 2012. The increase is due increased health insurance costs. Included in the FY 2012 budget is funding for:

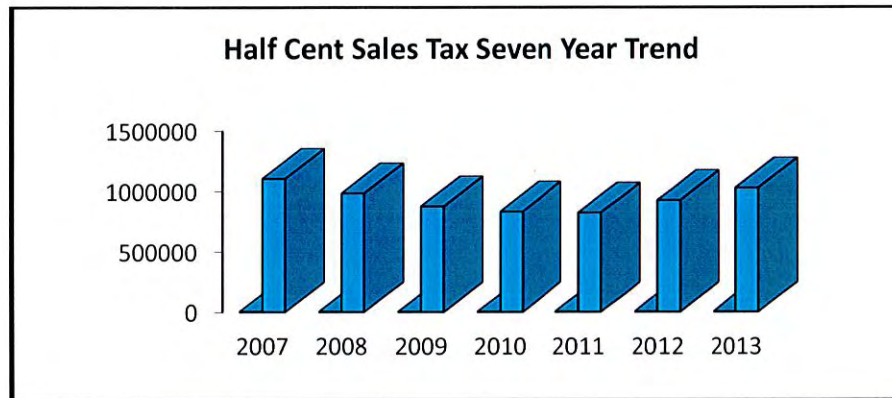
- Sixty (55) sworn police officer positions
- \$118,608 in vehicle lease/purchase payments for the existing 8 Dodge Chargers, 7 Ford Interceptors, 2 Expeditions, and possible additional vehicles
- Grant funding: \$8,740 for the police equipment, \$27,443 for the purchase of tasers, \$45,375 towards the purchase of wireless cameras and \$121,040 towards the salaries of five police officers
- \$38,970 in software maintenance expenses

EXECUTIVE SUMMARY

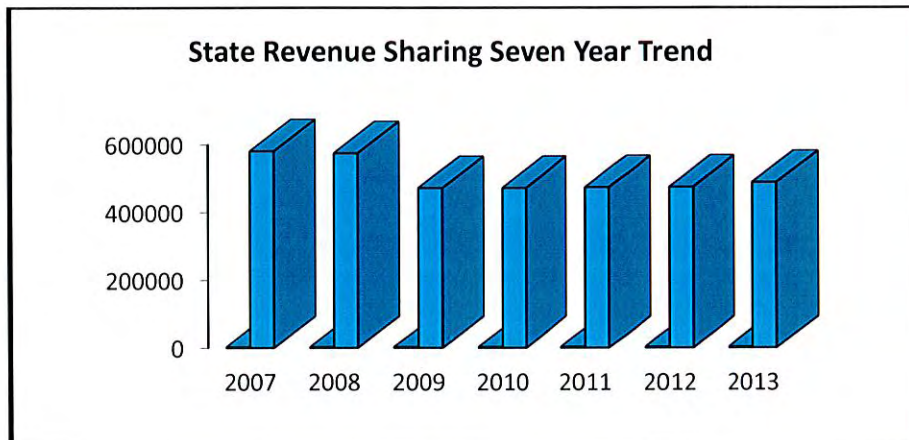
CAPITAL IMPROVEMENT FUND

Capital Improvement Debt Service – The City has pledged receipts from two (2) revenue streams to re-pay 2011A&B Capital Improvement Revenue Bonds. After paying the debt service charges, the balance remaining is transferred-out to the General Fund. The table below summarizes budget estimates for FY 2013. These revenue estimates are provided annually by the Florida Department of Revenue, Office of Tax Research.

2007 Audited	2008 Audited	2009 Audited	2010 Audited	2011 Audited	2012 Projected	2013 Adopted
\$1,104,690	\$983,202	\$874,614	\$831,768	\$821,820	\$925,000	\$1,026,990



2007 Audited	2008 Audited	2009 Audited	2010 Audited	2011 Audited	2012 Projected	2013 Adopted
\$580,911	\$575,081	\$471,927	\$472,220	\$473,933	\$475,000	\$488,390



EXECUTIVE SUMMARY

Revenue	FY 2012 Projected	FY 2013 Estimated
Half-Cent Sales Tax	\$925,000	\$1,026,990
State Revenue Sharing	475,000	488,390
Bond Refunding Proceeds	0	0
Transfer from Fund		
Balance	0	0
Interest	0	0
Total	\$1,400,000	\$1,515,380
Expenditure		
Principal	\$358,000	\$390,000
Interest	262,650	249,970
Other Debt Service Costs	1,000	1,000
Transfer to General Fund	778,350	874,410
Transfer to Capital Projects Fund	0	0
Total	\$1,400,000	\$1,515,380

In FY 2011, the City refinanced the Series 1994A Capital Improvement Revenue Bonds to take advantage of lower interest rates and immediately finance several capital projects. In the end, the refinancing was successful and the City received \$2,320,000 to apply towards capital projects. As a result of refinancing, the principal and interest payments to the new 2011A&B Capital improvement bonds will be lower and the transfer to the General Fund will be higher.

Safe Neighborhood Capital Improvement Projects – The FY 2013 budget includes revenues which the City anticipates are forthcoming from Miami-Dade County G. O. Bonds, Community Development Block Grants – OCED, and other sources. The table shown below details these estimates.

Segal Park	\$2,750,000
Rutland Street Improvements*	60,414
NW 143 rd Street Improvements*	58,175
Bus Shelters – citywide	152,275
Totals	\$3,020,864

- Note: These capital projects are funded by the state and require a match. The match is provided for in the Peoples Transportation Tax Fund.

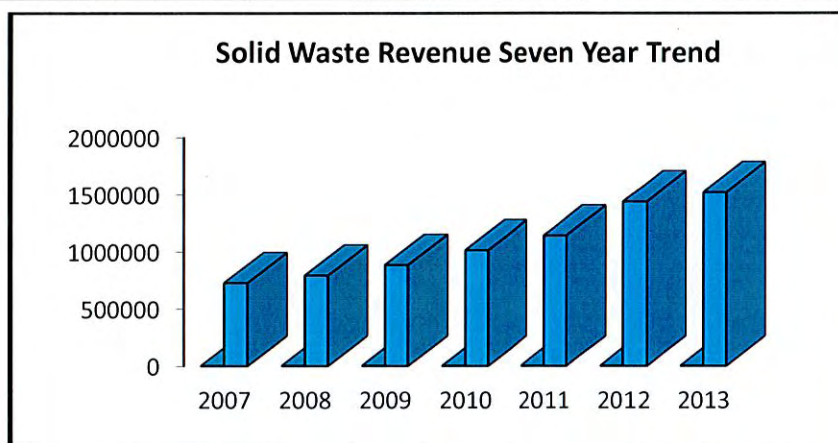
EXECUTIVE SUMMARY

ENTERPRISE FUNDS

Solid Waste Fund – The Solid Waste operations adopted budget is \$1,522,020. Waste and Garbage Fee revenue is estimated to increase by \$80,620 or 5.6%. This increase is attributable to an increase in the residential solid waste collection rate from \$530.00 to \$562.00 per year. The fee for this service is assessed as a non - ad valorem assessment to all affected homeowners. Solid Waste revenues are received from Miami- Dade County as residents pay their tax bills. The City has outsourced the collection of residential and commercial waste to private contractors.

SOLID WASTE FUND - MAJOR REVENUE SOURCE

2007 Audited	2008 Audited	2009 Audited	2010 Audited	2011 Audited	2012 Projected	2013 Adopted
\$728,162	\$793,534	\$885,964	\$1,014,623	\$1,142,853	\$1,441,400	\$1,522,020

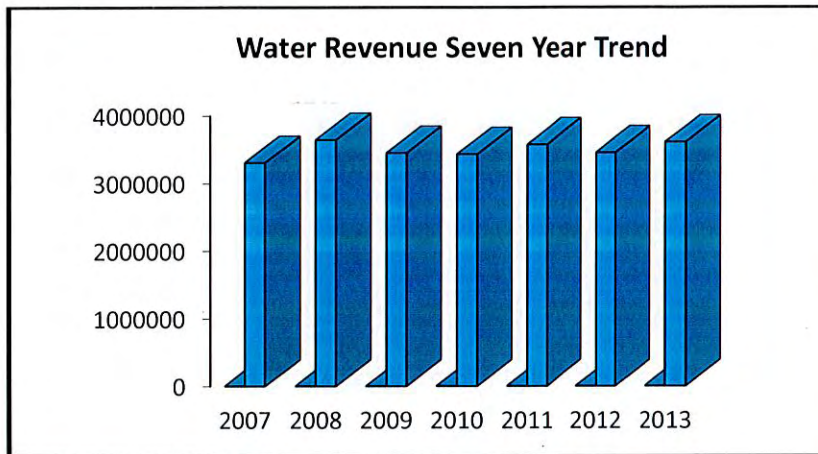


Revenue	FY 2012	FY 2013	Difference
Sanitation Fees	\$1,441,400	\$1,522,020	\$80,620
Delinquent Service Charges	-	-	-
Transfer-In from General Fund	-	-	-
Interest	-	-	-
Total	\$1,441,400	\$1,522,020	\$80,620
Expenditure			
Salaries & Benefits	\$0	\$31,830	\$31,830
Worker's Compensation	55,000	-	(55,000)
Contracted Services	1,020,000	1,004,980	(15,020)
Reimbursement of Administrative Costs	105,490	153,575	48,085
Solid Waste Disposal - City Public Works Dept	60,000	60,000	-
Curbside Recycling - Miami Dade County	63,000	63,000	-
Insurance	5,500	5,650	150
Fuel Expenses	12,500	12,500	-
Repair & Maintenance - Machinery & Equip	10,000	10,000	-
Reserve - Sick and Annual Leave	17,500	17,500	-
Deficit Reduction	92,410	162,985	70,575
Total	\$1,441,400	\$1,522,020	\$80,620

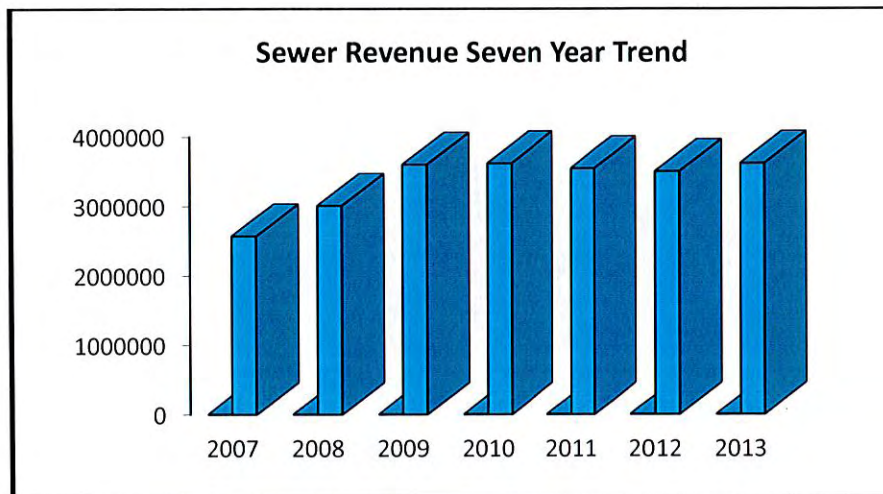
EXECUTIVE SUMMARY

Water and Sewer Fund – The City supplies water and sewer to over 5,000 customers. Areas serviced by the City's water distribution system include outside customers in the City of Miami Gardens and parts of unincorporated Miami-Dade County. Also, the water and sewer rates are scheduled to increase slightly in October 2011. The total FY 2012 budget estimated for water and sewer operations is \$12,637,605.

WATER REVENUE						
2007 Audited	2008 Audited	2009 Audited	2010 Audited	2011 Audited	2012 Projected	2013 Adopted
\$3,304,616	\$3,643,565	\$3,448,348	\$3,429,197	\$3,572,075	\$3,450,000	\$3,610,000



SEWER REVENUE						
2007 Audited	2008 Audited	2009 Audited	2010 Audited	2011 Audited	2012 Projected	2013 Adopted
\$2,568,333	\$3,007,793	\$3,598,709	\$3,616,621	\$3,542,249	\$3,500,000	\$3,615,825



EXECUTIVE SUMMARY

Below is a schedule summarizing the Water & Sewer Fund revenues and expenditures:

Water and Sewer	FY 2012 Projected	FY 2013 Estimated	Difference
<u>Revenues</u>			
Water Revenue	\$3,450,000	\$3,610,000	\$160,000
Sewer Revenue	3,500,000	3,615,825	115,825
Grants	0	1,920,000	1,920,000
Interest	1,000	4,000	3,000
Other	157,000	207,780	50,780
Trans In - Fund	3,164,283	1,280,000	
Balance			-1,884,283
State Revolving Loan	0	2,000,000	2,000,000
Total	\$10,272,283	\$12,637,605	\$2,365,322
<u>Expenditures</u>			
Finance-Utility Billing	\$3,449,451	\$1,590,280	(\$1,859,171)
Meter Readers	230,895	362,300	131,405
Water Services	1,980,927	2,149,645	168,718
Sewer Services	4,499,645	8,414,335	3,914,690
Customer Services	111,365	121,045	9,680
Total	\$10,272,283	\$12,637,605	\$2,365,322

There is a \$2,365,322 estimated increase in Water & Sewer revenue from FY 2012 to FY 2013. This increase is primarily due capital projects. There is a total of \$5,276,665 in Water & Sewer projects funded in FY 2013. The new water and sewer rate structure allows the City to finance debt to cover infrastructure improvements and also incorporates a conservation element to encourage users to take measures to conserve water.

There are five divisions in the Water & Sewer Fund:

1. Finance – Utility Billing – The FY 2012 budget for this division is \$1,590,280, a decrease of 53.9%. In FY 2012, the Water & Sewer Fund transferred \$2,000,000 to the Capital Projects Fund to complete the Sherbondy Park Community Center project. This was a one-time event. There will also be a transfer to the CRA fund in the amount of \$250,000 to fund those expenses until the CRA can generate their own revenue.
2. Meter Readers – Funding has been provided for four (4) meter readers. Also included is \$20,000 for the lease of new vehicles and \$30,000 in operating supplies for the division.
3. Water Services – Funding has been provided for the existing five (5) personnel in this division. Projects in this division include fire hydrant repair and replacement, a leak detection program, and a peak flow study. Provision has also been made in the amount of \$1,374,995 to pay Miami-Dade County Water and Sewer Authority for the purchase of water.

EXECUTIVE SUMMARY

4. Sewer Services – Included in this budget is sewer treatment costs payable to Miami-Dade County in the amount of \$1,215,000 and a reserve of \$500,000. Also included is \$5,191,665 in infrastructure improvement projects.
5. Customer Service – This division will handle all customer service calls and requests for service in the Public Utilities Department. The FY 2013 budget for this division is \$121,045.

The following Water & Sewer capital projects are funded in the FY 2013 Budget:

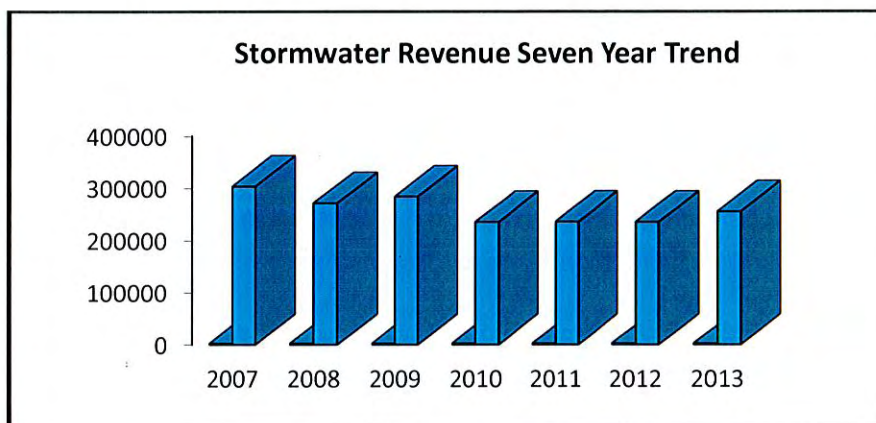
Capital Project	Operating Funds	Grant Funds	Total Cost
Wastewater Improvement - Pump St 8	\$115,000	\$550,000	\$665,000
Wastewater Improvement - Pump St 7	700,000		700,000
Wastewater Improvement - Pump St 11B	159,000	391,000	550,000
Wastewater Improvement - Pump St 5	550,000		550,000
Wastewater Improvement - Pump St 10	676,545		676,545
Wastewater Improvement - Pump St 11C	496,120	979,000	1,475,120
SSES CCTV & Lining	300,000		300,000
New Water & Sewer Atlas Survey	150,000		150,000
Control and Monitoring System /SCADA	125,000		125,000
Fire Hydrant & Valve Repair/Replacement	30,000		30,000
Leak Detection Program	20,000		20,000
Data Collection for Peak Flow Study	20,000		20,000
Rain Peak Flow Study	15,000		15,000
Total	\$3,356,665	\$1,920,000	\$5,276,665

EXECUTIVE SUMMARY

STORMWATER FUND - MAJOR REVENUE SOURCE

Stormwater Utility Fund – Revenues collected are used to fund operating expenses and capital improvements which are directly related to management of stormwater. This utility is currently staffed with three (3) employees and includes the contract with Miami-Dade County for canal cleaning services. The FY 2013 estimated budget is \$575,835 and is comprised as shown in the following table. The FY 2013 budget includes \$346,325 to pay Miami Dade County for canal cleaning services and \$50,000 for the lease of a street sweeper.

2007 Audited	2008 Audited	2009 Audited	2010 Audited	2011 Audited	2012 Projected	2013 Adopted
\$303,309	\$271,277	\$283,731	\$234,934	\$235,424	\$235,000	\$255,000



Stormwater Revenues and Expenditures

Revenues	FY 2012 Projected	FY 2013 Estimated
User Fees	\$235,000	\$255,000
Transfer from Net Earnings	307,365	320,835
Total	\$542,365	\$575,835
Expenditures		
Salaries and Benefits	\$96,985	\$111,175
Operating expenses	395,380	414,660
Capital Outlay	50,000	50,000
Total	\$542,365	\$575,835

EXECUTIVE SUMMARY

SPECIAL REVENUE FUNDS

The City has three (3) Special Revenue Funds which are receiving funding from outside sources. These programs enhance the principal public safety and the physical environment components which are funded by the General Fund.

Special Revenue Fund	Grant/Revenue	City's Contribution	Total
Special Law Enforcement	\$5,000	\$ ----	\$5,000
Crime Prevention	40,000	91,380	131,380
Peoples' Transportation Tax	1,130,456	----	1,130,456
Totals	\$1,175,456	\$91,380	\$1,266,836

The **Special Law Enforcement Fund** accounts for proceeds from the State's law enforcement trust fund, fines, and forfeitures. Dollars from monthly fine proceeds are primarily used towards training. The FY 2012-2013 revenue budget includes \$5,000 from the State.

The **Crime Prevention** program promotes social and behavioral applications rather than law enforcement to prevent at risk youths ages eight (8) to eighteen (18) from becoming involved in or return to crime. The grants that have supported this program in the past have been reduced to an estimate of \$40,000 for FY 2012-2013. The General Fund will transfer \$91,380 to support the fund. This fund currently supports two full-time and two part-time employees.

Peoples Transportation Tax (PTT) Fund –The City has budgeted \$1,130,456 in the Peoples' Transportation Tax Fund to fund the following projects:

NW 143 rd Street Roundabout Construction	\$116,715
Rutland Street Improvements	60,414
Citywide Sidewalk Improvements	500,000
Roadway Milling and Resurfacing	400,000
Total Projects	<u>\$1,077,129</u>

The City is anticipating \$465,000 in current year PTT proceeds and will carry forward the unused portion from prior years' proceeds (\$665,456) to FY 2013 to complete the above mentioned projects. Revenue estimates are provided by Miami Dade County.

Community Redevelopment Agency (CRA Fund) – The CRA fund was established to account for activities of the Community Redevelopment Agency. This plan and agency was approved by the City Commission in FY 2011 to spearhead physical and economic development in the City of Opa-locka. Until the agency generates its own funding, it will be supported by the City's Water & Sewer Fund. In FY 2013, \$250,000 will be transferred from the Water & Sewer Fund to the CRA Fund.

EXECUTIVE SUMMARY

Direct and Indirect Expenses

In FY 2011, we amended the way we account for direct and indirect expenses in the Enterprise Funds. In previous years, expenses that were shared between funds were charged 100% in the General Fund and an administrative reimbursement was then made from the Enterprise Funds to the General Fund. We are now charging direct expenses (those that are specifically associated to a program and clearly identifiable) to the Enterprise Funds and specifically identify indirect costs that will be an administrative charge payable from the Enterprise Funds to the General Fund.

Direct Expenses that were previously charged 100% in the General Fund and now charged to Enterprise Funds as clearly identifiable expenses include:

- Utility Billing staff and operating costs
- Pentamation software maintenance costs – the maintenance costs for the Utility Billing system can be charged directly to the Water & Sewer Fund
- FPL Costs – the energy costs for the pump stations can be charged to the Water & Sewer Fund and since the Opa-locka Youth Academy grant personnel uses the Young, Bowers & Brown building for their operations, a portion of the energy costs for that building can be charged to the grant.
- Fuel Costs – the new fuel master system will allow us to charge the fuel used for programs directly to the appropriate fund. For example, the fuel used in the meter reader trucks will be charged directly to the Water & Sewer Fund and the fuel used in the garbage truck will be charged directly to the Solid Waste Fund.

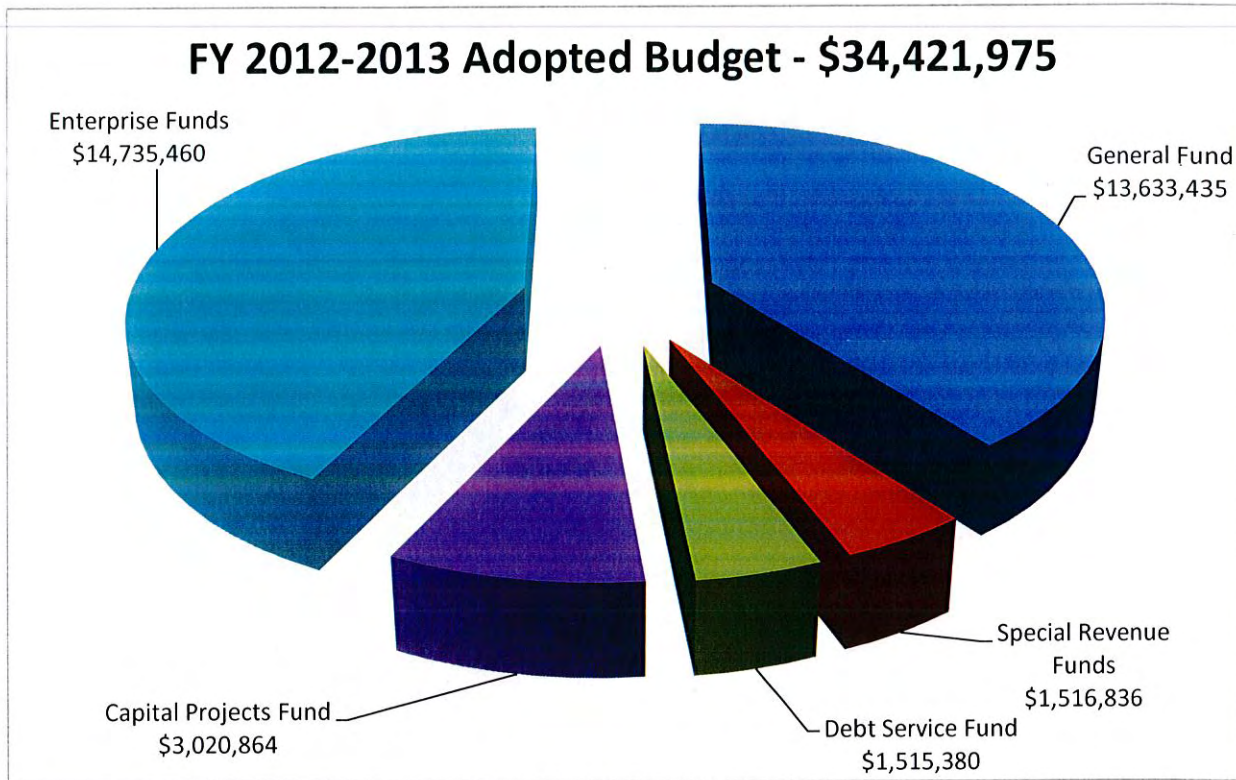
The following Indirect Expenses are an administrative charge payable from the Enterprise Funds to the General Fund.

- A percentage of the Finance Department administration and the Public Works Department administration time that supports Enterprise Fund activities.
- The City Manager's staff time will be allocated to the Enterprise Funds based on the proportion of the Enterprise Funds budget to the total budget.
- The Accounts Payable Clerk and the Purchasing Officer's time will be allocated based on the number of checks printed and purchase orders issued.
- The Human Resources staff time will be allocated based on the number of employees in the Enterprise Funds.
- The Information Technology director time will be allocated based a percentage of time that supports Enterprise Fund activities.
- The City Clerk's office based on the number of resolutions and ordinances developed pertaining to those funds.
- The Code Enforcement Division based on the number of citations written.

This change in our methodology is compliant with Generally Accepted Account Principles (GAAP) and will allow for consistency from year to year.

EXECUTIVE SUMMARY

The FY 2012-2013 Expense Budget for all funds totals \$34,421,975. The graph below summarizes and illustrates by fund level the total FY 2012-2013 budget.



PERFORMANCE MEASURES

City Goal	Measure	Unit	FY 2010 Actual	FY 2011 Actual	FY 2012 Estimate	FY 2013 Target	Responsible Department
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* indicates data unavailable

Increase Revenue/ Improve Processes	\$ value of grants awarded	\$	\$813,086	\$1,591,189	\$1,217,028	\$500,000	Grants
	Unreserved fund balance/total expenses (General Fund)	%	17%	16%	14%	16%	Finance
	% of Utility account holders making payments online	%	0	0	0	0	Finance
	# of months bank reconciliations completed by the 10 th of each month	#	100%	95%	95%	100%	Finance
	# of months monthly financial reports completed by 15 th of the month	#	100%	100%	100%	100%	Finance
	Average rate of investment	%	.22%	.22%	.22%	.22%	Finance
	Receive GFOA Certificate of Achievement for Excellence in Financial Reporting	Y/N	Yes	Yes	Yes	Yes	Finance
	% of employment applications submitted online	%	*	99%	99%	99%	Human Resources
	# of payroll checks issued	#	4,953	4,607	4,602	4,602	Human Resources
	\$ of overtime paid	\$	\$475,615	\$409,495	\$372,890	\$350,000	Citywide
	# of employees with accidents resulting in lost days at work	#	*	6	5	4	Human Resources
	Worker's comp claims paid	\$	\$160,692	\$232,609	\$275,000	\$250,000	Human Resources
	OSHA reportable injuries	#	30	31	31	25	Citywide
	Worker's comp claims filed	#	30	31	31	25	City wide
	% of commission meeting agendas available 5 days before meeting	%	100%	100%	100%	100%	Office of the City Clerk
	Receive Distinguished Budget Presentation Award	Y/N	Yes	Yes	Yes	Yes	Budget
	Salary & benefits as a % of operating budget (General Fund)	%	65%	66%	65%	65%	Budget
	Variation between actual expenditure and budget	%	2%	7%	0%	0%	Budget

PERFORMANCE MEASURES

City Goal	Measure	Unit	FY 2010 Actual	FY 2011 Actual	FY 2012 Estimate	FY 2013 Target	Responsible Department
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* indicates data unavailable

	(General Fund)						
	Variation between actual revenue and budget (General Fund)	%	-5%	-1%	0%	0%	Budget
Increase Public Safety	# of crime watch meetings attended	#	27	14	*	*	Police
	Average # of participants at crime watch meetings	#	297	121	*	*	Police
	# of officers per shift	#	12	15	*	*	Police
	Emergency incident response time	#	2.75 min	4.4 min	*	*	Police
	Non-emergency incident response time	#	4.16 min	6.5 min	*	*	Police
	Total arrests (Part 1 & 2)	#	1,138	1,141	*	*	Police
	Clearance rate for Part 1 crimes	%	6%	22%	*	*	Police
	Total domestic violence offenses	#	312	642	*	*	Police
Increase Development	# of Zoning items heard	#	0	4	31	31	Community Development
	# of new occupational licenses reviewed	#	363	400	259	259	Community Development
	# of planning council meetings	#	9	10	16	16	Community Development
	# of planning council items	#	19	23	47	47	Community Development
	# of building permits reviewed	#	359	400	1,668	1,668	Community Development

PERFORMANCE MEASURES

City Goal	Measure	Unit	FY 2010 Actual	FY 2011 Actual	FY 2012 Estimate	FY 2013 Target	Responsible Department
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* indicates data unavailable

Improve Overall City Perception	# of web page visits (began May 2010)	#	17,669	56,462	*	*	Information Technology
	# of code enforcement violations written	#	3,057	2,155	3,200	4,000	Code Enforcement
	% of code violations corrected within 30 days	%	77%	78%	81%	90%	Code Enforcement
	# of City Community newspaper issues printed	#	4	5	4	6	Media
	Capital \$ invested in Parks	\$	\$1,067,534	\$3,430,764	\$437,839	\$2,777,474	Parks/Grants
	# of shuttle riders per year (began March 2011)	#	n/a	125,000	130,000	140,000	Public Works
Continue Beautification/ Go-Green Program	# of trees planted	#	0	60	0	100	Public Works
	# of permits for residential exterior house painting	#	41	34	30	25	Building & Licensing
	# of permits for commercial exterior business painting	#	26	14	10	15	Building & Licensing
	# of LEED buildings constructed	#	0	0	1	*	Building & Licensing
	# of LEED buildings proposed	#	0	1	0	*	Building & Licenses
	# of feet of sidewalk installed/repared	#	1,084 ft	547 ft	0ft	15,000ft	Public Works
	Tons of recycling collected	#	328 tons	328 tons	350 tons	400 tons	Public Works

CITY OF OPA-LOCKA
SUMMARY OF ALL FUNDS OPERATING REVENUE
FY 2012-2013

25-Oct-12

REVENUE SOURCE BY LINE ITEM	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 AMENDED	ACTUAL THRU MAY 30	FY 2012 PROJECTED	FY 2013 ADOPTED
AD VALOREM TAXES	\$ 7,184,823	\$ 6,429,835	\$ 6,214,101	\$ 6,214,101	\$ 5,565,064	\$ 6,214,101	\$ 6,032,745
FRANCHISE FEES	1,487,056	1,499,292	1,365,200	1,365,200	968,174	1,407,600	1,408,200
UTILITY TAXES	1,524,326	1,712,345	1,491,400	1,491,400	983,163	1,451,900	1,486,900
LOCAL OPTION GAS TAXES	261,643	284,901	270,000	270,000	183,682	270,000	276,090
LICENSES & PERMITS	404,169	541,636	463,950	463,950	593,345	771,600	877,401
STATE GRANTS	478,020	257,888	380,809	503,809	4,500	458,435	557,134
STATE SHARED REVENUE	23,714	24,805	26,500	26,500	20,184	26,500	28,300
OTHER SHARED REV/COUNTY	66,700	68,372	56,600	56,600	28,521	65,100	123,100
CHARGES FOR SERVICES	81,955	35,516	28,100	28,100	12,382	25,800	293,600
FINES & FORFEITURES	171,720	511,453	588,500	303,500	279,262	433,500	353,500
INTEREST	7,928	7,451	8,000	8,000	558	1,000	8,000
OTHER REVENUES	246,567	193,472	126,210	166,210	181,953	219,841	351,805
OTHER FINANCING SOURCES	2,593,524	2,621,099	1,899,100	2,207,165	378,502	2,117,165	1,836,660
TOTAL GENERAL FUND	14,532,145	14,188,065	12,918,470	13,104,535	9,199,290	13,462,542	13,633,435
NON GENERAL FUND REVENUES							
FUND 230 CAP. IMP. DEBT SVC	1,303,988	6,688,853	1,400,000	1,400,000	979,537	1,400,000	1,515,380
FUND 310 CAPITAL ACQUISITION	(36)	-	-	-	-	-	-
FUND 320 CAPITAL PROJECT	862,040	2,739,289	5,658,266	5,658,266	2,278,938	2,847,852	3,020,864
TOTAL CAPITAL PROJECTS FUND	2,165,992	9,428,142	7,058,266	7,058,266	3,258,475	4,247,852	4,536,244
FUND 410 SOLID WASTE	1,014,623	1,142,853	1,441,400	1,441,400	1,181,452	1,441,400	1,522,020
FUND 440 WATER & SEWER	7,315,959	7,315,975	12,397,000	13,256,981	5,546,628	10,272,283	12,637,605
FUND 450 STORM WATER UTILITY	234,934	235,424	596,550	596,550	170,558	542,365	575,835
TOTAL ENTERPRISE FUNDS	8,565,516	8,694,252	14,434,950	15,294,931	6,898,638	12,256,048	14,735,460
FUND 165 SPECIAL LAW ENF	4,447	61,288	105,625	105,625	3,371	105,625	5,000
FUND 167 BOY SCOUT	-	-	-	-	-	-	-
FUND 169 FEDERAL EMER.GENCY	551,671	-	-	5,495	-	5,495	-
FUND 171 DEPT OF JUSTICE AFTER CARE	246,465	185,400	170,754	170,754	81,733	96,000	-
FUND 172 CRIME PREVENTION	95,118	61,480	139,575	139,575	22,815	139,575	131,380
FUND 173 S/N HOOD CRIME PREVENTION	-	-	-	-	-	-	-
FUND 174 STOP/VAWA	-	-	-	-	-	-	-
FUND 176 PEOPLES' TRANS PLAN	431,687	478,162	1,163,050	1,163,050	327,225	465,000	1,130,456
FUND 177 DEP WASTE WATER	-	-	-	-	-	-	-
FUND 178 SFWMD CANAL MTCE	-	-	-	-	-	-	-
FUND 179 LOCAL LAW ENFORC BLK GRANT	-	-	-	-	-	-	-
FUND 180 COMM REDEV AGENCY GRANT	-	-	200,000	200,000	-	200,000	250,000
FUND 181 VOCA GRANT	-	-	-	-	-	-	-
TOTAL SPECIAL REVENUE FUNDS	1,329,388	786,330	1,779,004	1,784,499	435,144	1,011,695	1,516,836
TOTAL REVENUE ALL FUNDS	\$ 26,593,041	\$ 33,096,789	\$ 36,190,690	\$ 37,242,231	\$ 19,791,547	\$ 30,978,137	\$ 34,421,975

CITY OF OPA - LOCKA
SUMMARY OF ALL FUNDS - EXPENDITURES
FY 2012-2013

10/25/2012

EXPENDITURES BY LINE ITEM	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 AMENDED	ACTUAL THRU MAY 30	FY 2012 PROJECTED	FY 2013	
							DEPT REQUESTS	FY 2013 ADOPTED
CITY COMMISSION	\$ 125,825	\$ 121,970	\$ 105,205	\$ 114,550	\$ 64,300	\$ 114,550	\$ 153,760	\$ 125,340
OFFICE OF THE CITY MANAGER	526,113	728,110	633,609	611,039	345,686	611,039	743,561	717,740
NON DEPARTMENTAL DIVISION	1,539,316	1,739,946	1,148,543	1,138,243	831,658	1,157,243	1,148,543	771,682
HUMAN RESOURCES	269,186	279,132	240,866	279,171	171,184	277,703	314,366	301,400
OFFICE OF THE CITY CLERK	532,965	512,218	502,839	671,520	540,685	661,489	474,260	457,460
INFORMATION TECHNOLOGY	357,034	274,812	284,380	279,915	175,461	272,915	458,550	307,825
FINANCE ADMINISTRATION	1,059,046	652,489	545,034	545,784	321,772	547,584	547,950	555,840
OFFICE OF THE CITY ATTORNEY	623,056	799,144	533,500	533,500	286,848	533,500	533,500	533,500
COMMUNITY DEVELOPMENT	289,652	399,282	228,582	408,082	157,081	423,132	254,245	560,695
CODE ENFORCEMENT	525,119	445,616	482,800	566,290	278,998	555,000	366,300	277,245
CONTINGENCIES	41,896	1,703	-	-	-	-	-	15,000
POLICE	5,755,550	5,557,336	4,947,181	4,964,347	3,508,493	5,034,429	5,597,634	5,323,313
BUILDING & LICENCES	421,290	479,575	371,847	379,102	403,850	459,502	334,775	339,880
PUBLIC WORKS	2,400,659	2,349,320	1,466,820	1,553,155	1,015,783	1,641,684	1,736,995	1,833,945
SPECIAL EVENTS - C/MGR DEPT	76,357	117,139	25,000	33,075	33,155	33,075	25,000	30,000
PARKS & RECREATION	1,077,796	1,067,689	737,692	721,692	467,922	700,834	1,097,402	801,190
TRANSFERS OUT - OPERATIONS	-	-	99,575	105,070	-	105,070	99,575	116,380
RESERVES INCL SICK/ANNUAL LEAVE	-	-	565,000	200,000	-	200,000	565,000	565,000
TOTAL GENERAL FUND	\$ 15,620,860	\$ 15,525,481	\$ 12,918,471	\$ 13,104,535	\$ 8,602,876	\$ 13,328,748	\$ 14,451,416	\$ 13,633,435
SOLID WASTE	1,070,098	1,203,019	1,441,400	1,441,400	670,732	1,363,900	1,215,070	1,522,020
WATER & SEWER	6,245,867	6,810,018	12,397,000	13,256,981	2,257,854	10,272,283	8,161,795	12,637,605
STORMWATER UTILITY	508,494	291,418	596,550	596,550	292,536	542,365	551,260	575,835
TOTAL ENTERPRISE FUND	7,824,459	8,304,455	14,434,950	15,294,931	3,221,122	12,178,548	9,928,125	14,735,460
CAPITAL IMP DEBT SERVICE	1,302,122	6,705,926	1,400,000	1,400,000	492,378	1,400,000	640,970	1,515,380
CAPITAL ACQUISITION	18	21,540	-	-	-	-	-	-
CAPITAL IMPROVEMENTS	1,200,928	4,160,233	5,658,266	5,658,266	551,708	2,549,119	-	3,020,864
TOTAL CAPITAL PROJECTS FUND	2,503,068	10,887,699	7,058,266	7,058,266	1,044,086	3,949,119	640,970	4,536,244
SPECIAL LAW ENFORCEMENT	5,434	9,437	105,625	105,625	96,886	105,625	10,000	5,000
LLEBG	-	-	-	-	-	-	-	-
POLICE EXPLORERS	-	-	-	-	-	-	-	-
OPALOCKA YOUTH ACADEMY / DJJ	185,856	189,856	170,754	170,754	115,256	170,754	-	-
VAWA	-	-	-	-	-	-	-	-
CRIME PREVENTION	79,121	88,006	139,575	139,575	124,054	139,575	140,994	131,380
FEMA	551,671	1,005,259	-	5,495	-	5,495	-	-
SOUTH FLORIDA WATER MGMT	-	-	-	-	-	-	-	-
PEOPLES TRANSPORTATION PLAN	-	126,343	1,163,050	1,163,050	-	405,035	-	1,130,456
DEP WASTEWATER	-	-	-	-	-	-	-	-
CRA	-	-	200,000	200,000	19,742	69,988	163,705	250,000
TOTAL SPECIAL REVENUE FUNDS	822,082	1,418,901	1,779,004	1,784,499	355,938	896,472	314,699	1,516,836
TOTAL EXPENDITURES ALL FUNDS	26,770,469	36,136,536	36,190,691	37,242,230	13,224,022	30,352,887	25,335,210	34,421,975

CITY OF OPA-LOCKA
GENERAL FUND OPERATING REVENUE SUMMARY
FY 2012-2013

25-Oct-12

REVENUE SOURCE BY LINE ITEM		FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 AMENDED	ACTUAL THRU MAY 30	FY 2012 PROJECTED	FY 2013 ADOPTED
311100	AD VALOREM TAXES	\$ 7,184,823	\$ 6,429,835	\$ 6,214,101	\$ 6,214,101	\$ 5,565,064	\$ 6,214,101	\$ 6,032,745
314100	UTILITY TAX - FPL	832,380	1,050,358	830,000	830,000	575,416	850,000	840,000
314400	UTILITY TAX - CITY GAS	18,090	18,335	16,900	16,900	13,049	16,900	16,900
314500	UTILITY TAX - T/COM	654,141	611,700	625,000	625,000	371,901	560,000	605,000
314900	UTILITY TAX - OTHER	19,715	31,952	19,500	19,500	22,797	25,000	25,000
UTILITY TAXES		1,524,326	1,712,345	1,491,400	1,491,400	983,163	1,451,900	1,486,900
312405	LOCAL OPTION GAS TAX (5)	189,318	205,131	195,000	195,000	132,338	195,000	198,790
312410	LOCAL OPTION GAS TAX -(3)	72,325	79,770	75,000	75,000	51,344	75,000	77,300
LOCAL GAS TAXES		261,643	284,901	270,000	270,000	183,682	270,000	276,090
TOTAL TAXES		8,970,792	8,427,081	7,975,501	7,975,501	6,731,909	7,936,001	7,795,735
313100	FRANCHISE FEE - FPL	963,009	1,028,182	870,000	870,000	626,249	915,000	915,000
313170	FRANCHISE FEE - WASTE	483,549	397,118	455,000	455,000	310,740	455,000	455,000
313400	FRANCHISE FEE - CITY GAS	23,395	22,092	22,100	22,100	22,808	22,100	22,100
313600	FRANCHISE FEE - BENCH ADS	700	4,400	5,000	5,000	1,600	2,400	3,000
313700	FRANCHISE FEE - BFI	16,403	47,500	13,100	13,100	6,777	13,100	13,100
FRANCHISE FEES		1,487,056	1,499,292	1,365,200	1,365,200	968,174	1,407,600	1,408,200
321050	OCCU LICENSES - CITY	204,252	212,068	200,000	200,000	87,152	200,000	215,000
321150	OCC LIC FIELD INSP	5,895	6,223	5,500	5,500	2,722	5,500	5,500
321200	OCC LIC - LATE PENALTIES	5,330	5,657	6,100	6,100	3,753	6,100	6,100
322110	BLDG PERMITS	124,244	179,649	160,000	160,000	291,431	310,000	369,355
322130	ALARM PERMITS	3,375	2,175	1,350	1,350	775	1,100	1,200
322200	ELEC PERMITS	42,128	92,463	65,000	65,000	105,466	125,000	129,676
322300	PLUMB PERMITS	16,240	33,679	25,000	25,000	53,831	62,000	53,670
322400	CERT OF OCCUPANCY	2,240	4,802	1,000	1,000	1,550	1,900	1,900
	CERT OF USE	-	-	-	-	-	-	60,000
322500	LANDLORD PERMITS	465	4,920	-	-	46,665	60,000	35,000
LICENSES & PERMITS		404,169	541,636	463,950	463,950	593,345	771,600	877,401
331510	FEDERAL DISASTER RELIEF	-	-	-	-	-	-	-
335140	MOBILE HOME LICENSES	8,140	9,979	9,800	9,800	6,857	9,800	9,800
335150	ALCOHOLIC BEV	5,625	5,992	5,600	5,600	5,041	5,600	6,000
335490	GAS TAX REBATE	9,949	8,834	11,100	11,100	8,286	11,100	12,500
TOTAL STATE SHARED REV		23,714	24,805	26,500	26,500	\$ 20,184	26,500	28,300
334700	GRANTS-OTHER (JAG)	4,160	-	12,000	12,000	-	12,000	8,740
334720	GRANTS-VOCA	-	-	-	-	-	-	-
334721	GRANTS-BYRNE	-	-	126,584	126,584	4,500	81,210	72,820
334722	GRANTS-CHILDRENS TRUST	875	6,678	-	-	-	-	-
334723	GRANTS-URBAN FORESTRY	-	-	-	-	-	-	-
334724	GRANTS-FRDAP	-	-	-	-	-	-	-
334725	GRANTS-UASI SECURITY	-	-	-	-	-	-	-
334726	GRANTS-DADE COUNTY PARKS	-	-	-	-	-	-	-
334728	GRANTS-SEGAL PARK CONSULTIN	-	-	-	-	-	-	-
334729	GRANTS-WEED & SEED	42,700	96,819	157,000	80,000	-	80,000	-
334730	GRANTS-POLICE TECHNOLOGY	186,199	34,116	-	-	-	-	970
334732	GRANTS - BACK TO WORK	84,370	-	-	-	-	-	-
334734	GRANTS-COMMUNITY CHALLENGE	-	-	-	200,000	-	200,000	200,000
334750	GRANTS-COPPS	159,716	120,275	85,225	85,225	-	85,225	121,040
	GRANTS-MPO	-	-	-	-	-	-	54,304
	GRANTS-JARC & NEW FREEDOM	-	-	-	-	-	-	99,260
334950	SO. FL REGIONAL PL GRANT	-	-	-	-	-	-	-
TOTAL STATE GRANTS		478,020	257,888	380,809	503,809	4,500	458,435	557,134

**CITY OF OPA-LOCKA
GENERAL FUND OPERATING REVENUE SUMMARY
FY 2012-2013**

25-Oct-12

REVENUE SOURCE BY LINE ITEM		FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 AMENDED	ACTUAL THRU MAY 30	FY 2012 PROJECTED	FY 2013 ADOPTED
338110	SCH CROS GUARD PRG	36,838	41,358	35,500	35,500	25,189	44,000	44,000
338120	PARKING FINES REIMB PRGM	7,342	6,307	-	-	-	-	-
338200	OCC LICENSES - COUNTY	22,520	20,707	21,100	21,100	3,332	21,100	21,100
	POLICE OPERATIONS SHARE	-	-	-	-	-	-	58,000
TOTAL SHARED REV/COUNTY		66,700	68,372	56,600	56,600	28,521	65,100	123,100
341200	ZONING & SUB DIV FEES	4,255	15,050	4,100	4,100	9,000	14,000	8,000
341210	IMPACT FEES	-	-	-	-	-	-	142,800
341299	OTHER COMMUNITY DEV REV	-	-	-	-	-	-	50,000
342100	POLICE A/R & O/R	7,958	5,350	7,500	7,500	2,792	4,000	5,000
342110	CIVILIAN ID	-	-	-	-	-	-	-
343299	OTHER PUBLIC WORKS REV	-	-	-	-	-	-	40,000
343910	LOT MOWING & CLEARING	-	541	-	-	-	-	-
343920	OTHER CHRGS FOR SRVS	-	-	-	-	-	-	-
347150	LIBRARY BOOK SALE	-	-	-	-	-	-	-
347210	RECR ACTIVITIES FEES	6,915	4,637	5,000	5,000	140	300	300
347230	RENTAL PARK FAC	150	1,345	1,500	1,500	450	500	500
347250	RECREATION SUMMER PGM	10,757	8,593	10,000	10,000	-	7,000	7,000
347260	RECREATION DONATIONS	-	-	-	-	-	-	40,000
347900	DONATIONS	51,920	-	-	-	-	-	-
349100	BID SPEC FEE	-	-	-	-	-	-	-
CHARGES FOR SERVICES		81,955	35,516	28,100	28,100	12,382	25,800	293,600
342120	OFF DUTY REVENUE	6,021	39,343	45,000	45,000	-	45,000	45,000
351100	COURT FINES - COUNTY	81,825	113,649	115,000	115,000	84,206	115,000	120,000
354100	VIOLATION OF CODES/ORD	96,367	101,266	90,000	90,000	137,907	200,000	165,000
354120	CODE ENF BRD ADM FEES	199	3,986	3,500	3,500	3,155	3,500	3,500
354130	FALSE ALARM PENALTY FEE	-	-	-	-	-	-	20,000
354140	RED LIGHT CAMERA FINE	(12,722)	253,179	335,000	50,000	52,909	70,000	-
359120	RET CKS PENALTIES	30	30	-	-	1,085	-	-
FINES & FORFEITURES		171,720	511,453	588,500	303,500	279,262	433,500	353,500
361100	INTEREST EARNED	7,928	7,451	8,000	8,000	558	1,000	8,000
341300	XEROX COPIES	478	27	-	-	-	-	-
341400	NOTARY FEES	260	242	200	200	98	120	200
362100	LEASES & RENTALS/APTS	9,775	16,665	7,500	7,500	9,270	13,000	3,600
364100	SALE OF FIXED ASSETS	-	8,300	-	40,000	44,862	44,862	250,000
364110	RE-IMB LOSS OF FIXED ASSETS	24,043	51,331	-	-	58,209	58,209	-
366999	OTHER CONT & DONATIONS	-	57,565	40,000	40,000	30,920	40,000	35,000
369100	JURY DUTY	-	-	-	-	-	-	-
369200	WORKERS COMP	4,526	14,376	6,000	6,000	3,307	5,000	5,000
369900	MISC REVENUES	43,353	34,715	60,000	60,000	25,481	45,000	43,995
369904	TOWING	9,630	6,870	9,500	9,500	8,580	11,500	11,500
369950	WITNESS FEES	56	233	10	10	146	150	10
369960	LIEN RELEASES	2,841	3,148	3,000	3,000	1,080	2,000	2,500
369970	QUALIFYING FEES	2,000	-	-	-	-	-	-
399010	LOAN PROCEEDS-LEASES	149,605	-	-	-	-	-	-
OTHER MISC REVENUES		246,567	193,472	126,210	166,210	181,953	219,841	351,805
381010	TRANS IN - FUND BAL	-	-	-	-	-	-	-
381169	TRANS IN - FEMA FUND	-	1,000,000	-	-	-	-	-
381176	TRANS IN - PTP FUND	-	-	-	-	-	-	-
381220	TRANS IN - UNRES CIP	699,359	723,799	778,350	778,350	-	778,350	874,410
381320	TRANS IN - CAP PRJ FUND	-	-	-	90,000	-	-	90,000
381440	TRANS IN - WATER & SEWER	-	275,000	556,000	556,000	-	556,000	-
389030	ADM RE-IMBURSEMENT S/W	-	78,500	75,500	105,490	52,333	105,490	153,575
389040	ADM RE-IMBURSEMENT W/S	1,673,550	530,000	476,300	648,375	317,535	648,375	698,260
389050	ADM RE-IMBURSEMENT ST/WTR	220,615	13,800	12,950	28,950	8,634	28,950	20,415
389060	TRANS - CAP. ACQ. FUND BALANC	-	-	-	-	-	-	-
TOTAL TRANSFERS		2,593,524	2,621,099	1,899,100	2,207,165	378,502	2,117,165	1,836,660
TOTAL GEN FUND REVENUES		\$ 14,532,145	\$ 14,188,065	\$ 12,918,470	\$ 13,104,535	\$ 9,199,290	\$ 13,462,542	\$ 13,633,435

CITY OF OPA-LOCKA
CAPITAL IMPROVEMENT FUND OPERATING REVENUE SUMMARY
FY 2012-2013

25-Oct-12

REVENUE SOURCE BY LINE ITEM		FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 AMENDED	ACTUAL THRU MAY 30	FY 2012 PROJECTED	FY 2013 ADOPTED
230	CAPITAL IMPROVEMENT DEBT SERVICE							
335120	STATE SHARED REV	\$ 472,220	\$ 473,933	\$ 475,000	\$ 475,000	\$ 316,597	\$ 475,000	\$ 488,390
335180	LOCAL GOVERNMENT SALES TAX	831,768	821,820	925,000	925,000	662,940	925,000	1,026,990
361100	INT EARNED	-	100	-	-	-	-	-
385010	BOND REFUNDING PROCEEDS	-	5,393,000	-	-	-	-	-
381010	TRANS IN	-	-	-	-	-	-	-
TOTAL CAPITAL IMPROV D/SERV		1,303,988	6,688,853	1,400,000	1,400,000	979,537	1,400,000	1,515,380
310	CAPITAL ACQUISITION FUND							
361100	INT EARNED	(36)	-	-	-	-	-	-
369900	OTHER MISC REV	-	-	-	-	-	-	-
383020	TRANSFER IN- G/F D/REDUCTION	-	-	-	-	-	-	-
TOTAL CAPITAL ACQUISITION		(36)	-	-	-	-	-	-
320	S/HOOD CAPITAL PROJ FUND							
331691	GRANTS - COUNTY	807,640	126,966	2,750,000	2,750,000	-	-	2,750,000
331692	GRANTS - GOB	-	444,484	-	-	-	-	-
331740	LANDSCAPING 22 AVENUE	-	-	-	-	-	-	-
334723	DEPT OF AGR-DIVISION OF FORESTRY	-	14,400	-	-	-	-	-
334727	GRANTS-MPO	54,400	-	-	-	-	-	-
334733	SFRTA/JARC	-	20,293	238,072	238,072	12,466	238,072	-
334930	STATE GRANTS	-	384,875	670,194	670,194	266,465	609,780	270,864
361100	INTEREST	-	817	-	-	7	-	-
369900	OTHER MISC REV	-	(572,546)	-	-	-	-	-
384010	BONDS	-	2,320,000	-	-	-	-	-
381176	TRANSFER IN - PTP FUND	-	-	-	-	-	-	-
381230	TRANSFER IN - CAPITAL IMP DEBT SVC	-	-	-	-	-	-	-
381440	TRANSFER IN - WATER & SEWER FUND	-	-	2,000,000	2,000,000	2,000,000	2,000,000	-
383020	TRANSFER IN - GENERAL FUND	-	-	-	-	-	-	-
TOTAL S/N HOODCAPITAL PROJ		862,040	2,739,289	5,658,266	5,658,266	2,278,938	2,847,852	3,020,864
TOTAL CAPITAL PROJECTS FUNDS		\$ 2,165,992	\$ 9,428,142	\$ 7,058,266	\$ 7,058,266	\$ 3,258,475	\$ 4,247,852	\$ 4,536,244

CITY OF OPA-LOCKA
ENTERPRISE FUND OPERATING REVENUE SUMMARY
FY 2012-2013

25-Oct-12

REVENUE SOURCE BY LINE ITEM		FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 AMENDED	ACTUAL THRU MAY 30	FY 2012 PROJECTED	FY 2013 ADOPTED
410 SOLID WASTE FUND								
331690	FEDERAL GRANTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
343390	DELINQ SERV CHRGS	-	-	-	-	-	-	-
343400	WASTE & GARBAGE FEES	1,014,623	1,142,853	1,441,400	1,441,400	1,181,452	1,441,400	1,522,020
313170	FRANCHISE FEES	-	-	-	-	-	-	-
381001	TRANSFER IN FROM G/F	-	-	-	-	-	-	-
364100	SALE OF FIXED ASSETS	-	-	-	-	-	-	-
361100	INTEREST	-	-	-	-	-	-	-
TOTAL SOLID WASTE FUND		1,014,623	1,142,853	1,441,400	1,441,400	1,181,452	1,441,400	1,522,020
440 WATER AND SEWER FUND								
331690	FEDERAL GRANTS	-	-	-	-	-	-	-
334700	STATE GRANTS	17,254	-	1,270,000	1,270,000	-	-	1,920,000
343310	WATER REVENUE	3,429,197	3,572,075	3,450,000	3,450,000	2,551,723	3,450,000	3,610,000
343330	FIRE LINE CHARGES	2,212	2,171	2,500	2,500	1,426	2,500	2,500
343340	FIRE HYDRANT CHARGES	72,207	76,377	72,500	72,500	73,015	72,500	91,480
343350	WATER SRV INSTAL	1,027	6,031	1,000	1,000	739	1,000	1,000
343341	RETURNED CHECKS	-	11,168	-	-	13,673	-	-
343343	RE-CONNECT FEE	73,340	55,820	60,000	60,000	41,820	60,000	60,000
343344	LOCK METER FEE	4,865	1,526	3,500	3,500	670	3,500	1,200
343345	REMOVE METER FEE	300	80	500	500	50	500	100
343346	PLUG LINE FEE	450	(190)	-	-	550	-	-
343347	BROKEN LOCK FEE	50	50	-	-	-	-	-
343390	DELINQ SERV CHRGS	-	-	-	-	-	-	-
WATER SERVICES		3,600,902	3,725,108	4,860,000	4,860,000	2,683,666	3,590,000	5,686,280
343510	SEWER REVENUE	3,616,621	3,542,249	3,500,000	3,500,000	2,848,974	3,500,000	3,615,825
361100	INT EARNED	20,890	22,501	20,000	20,000	341	1,000	4,000
361040	LIEN INT	-	-	-	-	-	-	-
343342	RETURN CK CHRGR	5,838	5,600	4,000	4,000	3,120	4,000	5,500
369960	LIEN SEARCH/RELEASES	14,783	19,137	12,500	12,500	10,077	12,500	20,000
369900	MISC REV	56,925	1,380	500	500	450	500	1,000
369901	DERM	-	-	-	-	-	-	-
369902	EXCISE TAX	-	-	-	-	-	-	-
381001	TRANS IN - GENERAL FUND	-	-	-	-	-	-	25,000
383010	TRANSFERS FROM FUND BAL	-	-	2,000,000	4,859,981	-	3,164,283	1,280,000
MISCELLANEOUS		98,436	48,618	2,037,000	4,896,981	13,988	3,182,283	1,335,500
WATER AND SEWER OPERATIONS		7,315,959	7,315,975	10,397,000	13,256,981	5,546,628	10,272,283	10,637,605
STATE REVOLVING LOAN PROGRAM								
384110	STATE REV LOAN-WTR	-	-	-	-	-	-	-
384120	STATE REV LOAN-SWR	-	-	2,000,000	-	-	-	2,000,000
TOTAL STATE REVOLVING LOANS		-	-	2,000,000	-	-	-	2,000,000
TOTAL WATER AND SEWER		7,315,959	7,315,975	12,397,000	13,256,981	5,546,628	10,272,283	12,637,605
450 STORM WATER UTILITY FUND								
343800	STORM WATER REVENUE	234,934	235,424	235,000	235,000	170,558	235,000	255,000
361100	INT EARNED	-	-	-	-	-	-	-
369900	MISC REVENUE	-	-	-	-	-	-	-
331690	GRANT	-	-	-	-	-	-	-
383010	TRANSFERS FROM FUND BAL	-	-	361,550	361,550	-	307,365	320,835
TOTAL STORM WATER REV		234,934	235,424	596,550	596,550	170,558	542,365	575,835
TOTAL ENTERPRISE FUND		\$ 8,565,516	\$ 8,694,252	\$ 14,434,950	\$ 15,294,931	\$ 6,898,638	\$ 12,256,048	\$ 14,735,460

CITY OF OPA-LOCKA
SPECIAL REVENUE FUNDS OPERATING REVENUE SUMMARY
FY 2012-2013

25-Oct-12

REVENUE SOURCE BY LINE ITEM	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 AMENDED	ACTUAL THRU MAY 30	FY 2012 PROJECTED	FY 2013 ADOPTED
165 POLICE - SPEC LAW ENF FUND							
335210 LAW ENF TRNG	\$ 4,717	\$ 8,963	\$ 5,000	\$ 5,000	\$ 3,371	\$ 5,000	\$ 5,000
338100 COURT FORFEITURES	(687)	51,932	-	-	-	-	-
361100 INT EARNED	417	393	-	-	-	-	-
369900 OTHER MISC REVENUES	-	-	-	-	-	-	-
381010 TRANSFER IN - FUND BALANCE	-	-	100,625	100,625	-	100,625	-
383020 TRANS IN - GENERAL FUND	-	-	-	-	-	-	-
TOTAL SPEC LAW ENFORCEMENT	4,447	61,288	105,625	105,625	3,371	105,625	5,000
173 SAFE N/HOOD YOUTH CRIME/PRE							
381010 TRANSFER IN -G/F FOR D/REDUCTI	-	-	-	-	-	-	-
167 POLICE EXPLORER							
366920 CONTR EXPLORER PRG	-	-	-	-	-	-	-
366920 CONTR BOYSCOUT PRG	-	-	-	-	-	-	-
361100 INTEREST	-	-	-	-	-	-	-
383020 TRANS IN - GENERAL FUND	-	-	-	-	-	-	-
TOTAL BOY SCOUTS	-	-	-	-	-	-	-
169 FEDERAL EMERGENCY ASSISTANCE							
331510 FEDERAL DISASTER ELIEF	551,671	-	-	-	-	-	-
334930 STATE GRANTS	-	-	-	-	-	-	-
361100 INTEREST	-	-	-	-	-	-	-
369900 MISC REV	-	-	-	-	-	-	-
383020 TRANS IN - GENERAL FUND	-	-	-	5,495	-	5,495	-
383010 TRANSFER IN - FUND BALANCE	-	-	-	-	-	-	-
TOTAL FEDERAL EMERGENCY ASST.	551,671	-	-	5,495	-	5,495	-
172 CRIME PREV PROGRAM							
334722 GRANT REV-CHILDRENS TRUST	54,211	14,835	-	-	-	-	-
337500 CRIME PREV GR - COUNTY	39,718	41,145	40,000	40,000	14,295	40,000	40,000
337510 GRANT REV-CHILDRENS TRUST	-	-	-	-	-	-	-
347900 DONATIONS	1,189	5,500	-	-	8,520	-	-
369900 MISC REV	-	-	-	-	-	-	-
381010 TRANS IN - G/F FOR OPERATION	-	-	99,575	99,575	-	99,575	91,380
383020 TRANS IN - DEFICIT REDUCTION	-	-	-	-	-	-	-
TOTAL CRIME PREV PRG	95,118	61,480	139,575	139,575	22,815	139,575	131,380
174 STOP /VAWA							
334780 STATE GRANT	-	-	-	-	-	-	-
381010 TRANS IN - DEFICIT REDUCTION	-	-	-	-	-	-	-
TOTAL STOP VAWA GRANT	-	-	-	-	-	-	-
171 DJJ AFTER-CARE FUND							
334920 FEDERAL GRANT	245,465	185,400	170,754	170,754	81,733	96,000	-
334722 GRANT REV-CHILDRENS TRUST	-	-	-	-	-	-	-
369900 OTHER MISC REVENUES	1,000	-	-	-	-	-	-
383020 TRANS IN- DEFICIT REDUCTION	-	-	-	-	-	-	-
TOTAL D.J.J. AFTER CARE FUND	\$ 246,465	\$ 185,400	\$ 170,754	\$ 170,754	\$ 81,733	\$ 96,000	\$ -

CITY OF OPA-LOCKA
SPECIAL REVENUE FUNDS OPERATING REVENUE SUMMARY
FY 2012-2013

25-Oct-12

REVENUE SOURCE BY LINE ITEM	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 AMENDED	ACTUAL THRU MAY 30	FY 2012 PROJECTED	FY 2013 ADOPTED
176 PEOPLES' TRANS PLAN FUND							
334950 STATE GRANT -	\$ 431,687	\$ 478,162	\$ 450,000	\$ 450,000	\$ 327,225	\$ 465,000	\$ 465,000
369900 MISC REV	-	-	-	-	-	-	-
383010 TRANSFER IN - FUND BALANCE	-	-	713,050	713,050	-	-	665,456
TRANSFER IN - CAP IMP DEBT SVC	-	-	-	-	-	-	-
TOTAL PEOPLES' TRANS TAX FUND	431,687	478,162	1,163,050	1,163,050	327,225	465,000	1,130,456
177 DEP WASTE WATER							
334790 STATE GRANT -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
369900 MISC REV	-	-	-	-	-	-	-
381010 TRANSFER IN	-	-	-	-	-	-	-
383010 TRANSFER IN - FUND BALANCE	-	-	-	-	-	-	-
TOTAL DEP WASTE WATER	-	-	-	-	-	-	-
178 SO FL WATER MGMNT CANAL MTCE							
334000 SWWMD / STATE GRANT	-	-	-	-	-	-	-
361100 INTEREST EARNED	-	-	-	-	-	-	-
381010 TRANS IN - FUND BALANCE	-	-	-	-	-	-	-
TOTAL SO FL WATER MGMNT CANAL MTCE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
179 LOCAL LAW ENFORCEMENT BLOCK GRANT							
334770 FEDERAL GRANT	-	-	-	-	-	-	-
361100 INTEREST EARNED	-	-	-	-	-	-	-
381010 TRANS IN - FUND BALANCE	-	-	-	-	-	-	-
TOTAL LOCAL LAW ENFORCEMENT BLOCK	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
180 COMM REDEV AGENCY GRANT							
381010 TRANS IN - FUND BALANCE	-	-	-	-	-	-	-
TRANS IN - WATER & SEWER FUN	-	-	200,000	200,000	-	200,000	250,000
TOTAL COMM REDEV AGENCY GRANT	\$ -	\$ -	\$ 200,000	\$ 200,000	\$ -	\$ 200,000	\$ 250,000

CITY OF OPA - LOCKA
SUMMARY OF ALL FUNDS EXPENDITURES
FY 2012-2013

10/25/2012

EXPENDITURES BY FUND	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 AMENDED	ACTUAL THRU MAY 30	FY 2012 PROJECTED	FY 2013 DEPT REQUESTS	FY 2013 ADOPTED
GENERAL FUND	\$ 15,620,860	\$ 15,525,481	\$ 12,918,471	\$ 13,104,535	\$ 8,602,876	\$ 13,328,748	\$ 14,451,416	\$ 13,633,435
ENTERPRISE FUND								
Solid Waste	1,070,098	1,203,019	1,441,400	1,441,400	670,732	1,363,900	1,215,070	1,522,020
Water and Sewer	6,245,867	6,810,018	12,397,000	13,256,981	2,257,854	10,272,283	8,161,795	12,637,605
Stormwater Utility	508,494	291,418	596,550	596,550	292,536	542,365	551,260	575,835
TOTAL ENTERPRISE FUND	7,824,459	8,304,455	14,434,950	15,294,931	3,221,122	12,178,548	9,928,125	14,735,460
CAPITAL PROJECTS FUNDS								
Capital Improvement Debt Service	1,302,122	6,705,926	1,400,000	1,400,000	492,378	1,400,000	640,970	1,515,380
Capital Acquisition	18	21,540	-	-	-	-	-	-
Capital Improvement Projects	1,200,928	4,160,233	5,658,266	5,658,266	551,708	2,549,119	-	3,020,864
TOTAL CAPITAL PROJECT FUNDS	2,503,068	10,887,699	7,058,266	7,058,266	1,044,086	3,949,119	640,970	4,536,244
SPECIAL REVENUE FUNDS								
Public Safety								
Special Police Law Enforcement	5,434	9,437	105,625	105,625	96,886	105,625	10,000	5,000
Local Law Enforcement Block Grant	-	-	-	-	-	-	-	-
Police Explorers	-	-	-	-	-	-	-	-
After Care Program - Dept. of Justice	185,856	189,856	170,754	170,754	115,256	170,754	-	-
Stop Violence Against Women - VAWA	-	-	-	-	-	-	-	-
Crime Prevention - CDBG	79,121	88,006	139,575	139,575	124,054	139,575	140,994	131,380
S/ Hood Crime Prevention Fund	-	-	-	-	-	-	-	-
Physical Environment								
Federal Emergency Management	551,671	1,005,259	-	5,495	-	5,495	-	-
South Florida Water Management Canal Mtc	-	-	-	-	-	-	-	-
Peoples' Transportation Plan Fund	-	126,343	1,163,050	1,163,050	-	405,035	-	1,130,456
Dep Waste Water	-	-	-	-	-	-	-	-
Community Redevelopment Agency	-	-	200,000	200,000	19,742	69,988	163,705	250,000
TOTAL SPECIAL REVENUE FUNDS	822,082	1,418,901	1,779,004	1,784,499	355,938	896,472	314,699	1,516,836
TOTAL EXPENDITURES	\$ 26,770,469	\$ 36,136,536	\$ 36,190,691	\$ 37,242,230	\$ 13,224,022	\$ 30,352,887	\$ 25,335,210	\$ 34,421,975

CITY OF OPA - LOCKA
GENERAL FUND SUMMARY OF EXPENDITURES
FY 2012-2013

10/25/2012

EXPENDITURES BY DEPARTMENT	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 AMENDED	ACTUAL THRU MAY 30	FY 2012 PROJECTED	FY 2013 DEPT REQUESTS	FY 2013 ADOPTED
CITY COMMISSION	\$ 125,825	\$ 121,970	\$ 105,205	\$ 114,550	\$ 64,300	\$ 114,550	\$ 153,760	\$ 125,340
OFFICE OF THE CITY MANAGER	526,113	728,110	633,609	611,039	345,686	611,039	743,561	717,740
NON DEPARTMENTAL DIVISION	1,539,316	1,739,946	1,148,543	1,138,243	831,658	1,157,243	1,148,543	771,682
HUMAN RESOURCES	269,186	279,132	240,866	279,171	171,184	277,703	314,366	301,400
OFFICE OF THE CITY CLERK	532,965	512,218	502,839	671,520	540,685	661,489	474,260	457,460
INFORMATION TECHNOLOGY	357,034	274,812	284,380	279,915	175,461	272,915	458,550	307,825
FINANCE/ UTILITY BILLING	1,059,046	652,489	545,034	545,784	321,772	547,584	547,950	555,840
OFFICE OF THE CITY ATTORNEY/ RISK	623,056	799,144	533,500	533,500	286,848	533,500	533,500	533,500
COMMUNITY DEVELOPMENT	289,652	399,282	228,582	408,082	157,081	423,132	254,245	560,695
CODE ENFORCEMENT	525,119	445,616	482,800	566,290	278,998	555,000	366,300	277,245
TOTAL GENERAL GOVERNMENT	5,847,312	5,952,719	4,705,356	5,148,094	3,173,673	5,154,155	4,995,035	4,608,727
PUBLIC SAFETY								
CONTINGENCIES	41,896	1,703	-	-	-	-	-	15,000
POLICE	5,755,550	5,557,336	4,947,181	4,964,347	3,508,493	5,034,429	5,597,634	5,323,313
BUILDING & LICENCES	421,290	479,575	371,847	379,102	403,850	459,502	334,775	339,880
TOTAL PUBLIC SAFETY	6,218,736	6,038,614	5,319,028	5,343,449	3,912,343	5,493,931	5,932,409	5,678,193
PUBLIC WORKS								
ADMIN, BLDG MTCE,ROADS & STREETS, V/M	2,400,659	2,349,320	1,466,820	1,553,155	1,015,783	1,641,684	1,736,995	1,833,945
TOTAL PUBLIC WORKS	2,400,659	2,349,320	1,466,820	1,553,155	1,015,783	1,641,684	1,736,995	1,833,945
CULTURE & RECREATION								
SPECIAL EVENTS - C/MGR DEPT	76,357	117,139	25,000	33,075	33,155	33,075	25,000	30,000
PARKS & RECREATION	1,077,796	1,067,689	737,692	721,692	467,922	700,834	1,097,402	801,190
TOTAL CULTURE & RECREATION	1,154,153	1,184,828	762,692	754,767	501,077	733,909	1,122,402	831,190
TRANSFERS OUT - OPERATIONS	-	-	99,575	105,070	-	105,070	99,575	116,380
RESERVES INCL SICK/ANNUAL LEAVE	-	-	565,000	200,000	-	200,000	565,000	565,000
*****GRAND TOTAL	\$ 15,620,860	\$ 15,525,481	\$ 12,918,471	\$ 13,104,535	\$ 8,602,876	\$ 13,328,748	\$ 14,451,416	\$ 13,633,435

CITY OF OPA-LOCKA
SUMMARY OF ALL FUNDS EXPENDITURES BY CATEGORY
FY 2012-2013

25-Oct-12

EXPENDITURES BY DEPARTMENT/FUND	PERSONNEL SERVICES	OPERATING COSTS	CAPITAL OUTLAYS	DEBT SERVICE	OTHER USES	TOTAL
GENERAL FUND						
CITY COMMISSION	\$ 79,840	\$ 45,500	\$ -	\$ -	\$ -	\$ 125,340
OFFICE OF THE CITY MANAGER	705,890	11,850	-	-	-	717,740
GENERAL GOVERNMENT	66,900	676,864	27,918	-	-	771,682
HUMAN RESOURCES	236,070	65,330	-	-	-	301,400
INFORMATION TECHNOLOGY	166,305	98,000	43,520	-	-	307,825
OFFICE OF THE CITY CLERK	342,460	115,000	-	-	-	457,460
FINANCE/ UTILITY BILLING	463,540	92,300	-	-	-	555,840
OFFICE OF THE CITY ATTORNEY	-	533,500	-	-	-	533,500
COMMUNITY DEVELOPMENT	260,365	300,330	-	-	-	560,695
CODE ENFORCEMENT	253,345	23,900	-	-	-	277,245
CONTINGENCIES	-	-	-	-	15,000	15,000
POLICE	4,710,615	387,290	225,408	-	-	5,323,313
BUILDING & LICENCES	178,880	161,000	-	-	-	339,880
PUBLIC WORKS	927,790	865,460	40,695	-	-	1,833,945
SPECIAL EVENTS - C/MGR DEPT	-	30,000	-	-	-	30,000
PARKS & RECREATION	588,320	212,870	-	-	-	801,190
TRANSFERS OUT - OPERATIONS	-	-	-	-	116,380	116,380
RESERVES INCL SICK/ANNUAL LEAVE	-	-	-	-	565,000	565,000
TOTAL GENERAL FUND	8,980,320	3,619,194	337,541	-	696,380	13,633,435
PERCENTAGE OF TOTAL	65.9%	26.5%	2.5%	0.0%	5.1%	100.0%
ENTERPRISE FUND						
SOLID WASTE	31,830	1,309,705	-	-	180,485	1,522,020
WATER AND SEWER	1,220,675	4,261,635	5,393,665	-	1,761,630	12,637,605
STORMWATER UTILITY	111,175	414,660	50,000	-	-	575,835
TOTAL ENTERPRISE FUND	1,363,680	5,986,000	5,443,665	-	1,942,115	14,735,460
CAPITAL PROJECTS FUNDS						
CAPITAL IMPROV DEBT SERVICE	-	-	-	1,515,380	-	1,515,380
CAPITAL ACQUISITION	-	-	-	-	-	-
CAPITAL IMPROVEMENTS	-	-	3,020,864	-	-	3,020,864
TOTAL CAPITAL PROJECT FUNDS	-	-	3,020,864	1,515,380	-	4,536,244
SPECIAL REVENUE FUNDS						
SPECIAL LAW ENFORCEMENT	-	5,000	-	-	-	5,000
LOCAL LAW ENF BLOCK GRANT	-	-	-	-	-	-
POLICE EXPLORERS	-	-	-	-	-	-
AFTERCARE PROGRAM - DIJ	-	-	-	-	-	-
VAWA	-	-	-	-	-	-
CRIME PREVENTION - CDBG	94,910	36,470	-	-	-	131,380
S/HOOD CRIME PREVENTION	-	-	-	-	-	-
FEMA	-	-	-	-	-	-
SFWMD - CANAL MAINTENANCE	-	-	-	-	-	-
PEOPLES TRANSPORTATION TAX	-	53,327	1,077,129	-	-	1,130,456
DEP WASTEWATER	-	-	-	-	-	-
CRA	221,045	27,200	1,755	-	-	250,000
TOTAL SPECIAL REVENUE FUNDS	315,955	121,997	1,078,884	-	-	1,516,836
TOTAL ESTIMATED EXPENDITURES	\$ 10,659,955	\$ 9,727,191	\$ 9,880,954	\$ 1,515,380	\$ 2,638,495	\$ 34,421,975
PERCENTAGE OF TOTAL	31.0%	28.3%	28.7%	4.4%	7.7%	100.0%

PERSONNEL SUMMARY

(Position Count)

DESCRIPTION	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 PROJECTED	FY 2013 BUDGET
GENERAL FUND				
City Commission	5	5	5	5
City Manager	7	8	8	9
City Attorney	0	0	0	0
City Clerk	4	5	4	5
Human Resources	3	3	4	4
Finance	6	6	5	6
IT	3	3	3	3
Building & Licenses	6	5	4	4
Community Development	3	2	2	6
Code Enforcement	12	12	5	5
Sub-Total	49	49	40	47
Public Works - Admin	4	2	1	2
Public Works - Bldg Mtce	7	7	5	5
Public Works - Roads & Streets	6	6	10	10
Public Works - Veh Mtce	4	3	4	4
Sub-Total	21	18	20	21
Police Sworn	47	54	52	55
Police Civilians (P/T)	8	10	10	14
Police Civilians (F/T)	10	12	12	14
Total Police	65	76	74	83
Parks & Recreation (F/T)	14	11	11	13
Parks & Recreation (P/T)	0	0	0	0
Sub Total	14	11	11	13
Total General Fund	149	154	145	164
SOLID WASTE FUND	0	0	0	1
WATER & SEWER FUND				
Utility Billing	4	4	4	5
Customer Service	2	2	2	2
Meter Readers	4	5	3	4
Water Service	4	4	5	5
Sewer Service	5	8	6	9
Total Water and Sewer Fund	19	23	20	25
STORMWATER MANAGEMENT FUND	2	3	3	3
COMMUNITY REDEVELOPMENT AGENCY (CRA)	0	2	1	3
CRIME PREVENTION	1	3	2	3
DJJ AFTERCARE PROGRAM	4	3	0	0
PEOPLES TRANSPORTATION TAX FUND	0	0	0	0
Grand Total	175	188	171	199

PERSONNEL SUMMARY

FTE Reconciliation	FY 2010 ACTUAL	FY 2011 ADOPTED	FY 2011 PROJECTED	FY 2012 BUDGET
Citywide Full Time Equivalent (FTE) Reconciliation	171	183	166	191

Change From FY 2012 Projected to FY 2013 Budget

One (1) Assistant City Manager
 One (1) City Clerk
 One (1) Assistant Finance Director
 One (1) Utility Billing Specialist (part-time)
 One (1) Community Development Secretary
 One (1) Zoning Officer
 Two (2) Community Development Summer Interns
 One (1) Public Works Director
 Three (3) Police Officers
 Two (2) School Crossing Guards
 Two (2) Communication Operators (part-time)
 One (1) Police Crime Analyst
 One (1) Police Records Specialist
 One (1) Recreation Leader
 One (1) Certified Life Guard
 One (1) Employee assigned to Solid Waste
 One (1) Meter Reader
 One (1) Sewer Utility Mechanic
 One (1) Administrative Assistant (Sewer)
 One (1) Project Manager (Sewer)
 One (1) Administrative Assistant (CRA)
 One (1) Outreach Coordinator (CRA)
 One (1) Crime Prevention Counselor (part-time)

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CITY COMMISSION

DEPARTMENT DESCRIPTION

The City of Opa-locka, Florida ("City") in Miami-Dade County, Florida ("County") was incorporated in 1926 and comprises 4.5 square miles. The City operates under a Commissioner/City Manager form of government with the Commission functioning as the governing body. Under the expression of the City's Charter, the City Commission, which consists of a Mayor, a Vice-Mayor, and three Commissioners, is responsible for the determination of all matters of policy as implemented by the City Manager and City's employees.

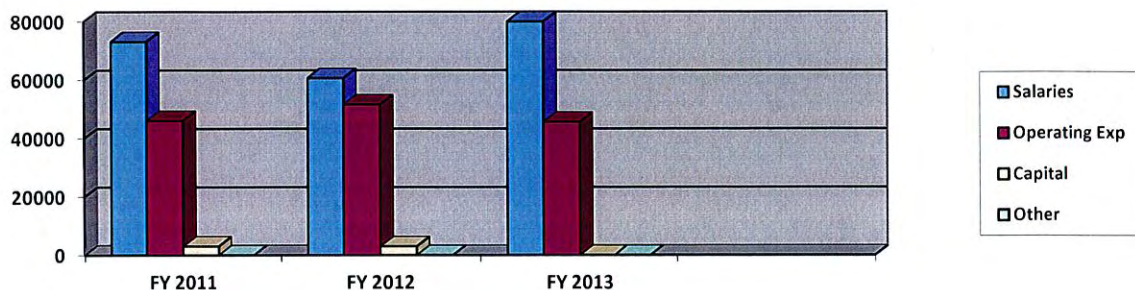
The Commission meets on the second and fourth Wednesday of the month to discuss regular business issues. The Mayor presides at meetings and is recognized as head of the City's government for all ceremonial purposes and by the Governor for purposes of military law and civil disasters.

SERVICES

- * Establishes the goals and priorities of the City
- * Adopts and amends legislation
- * Promotes effective and efficient government
- * Provides for an independent annual budget
- * Appoints City board members
- * Sets the City millage rate
- * Appoints City Manager, City Clerk, and City Attorney

RESOURCE SUMMARY

	FY 2011	FY 2012	FY 2013
Category	Actual	Projected	Budget
Salaries & Benefits	\$72,985	\$60,560	\$79,840
Operating Expenses	45,951	51,000	45,500
Capital Outlay	3,034	2,990	0
Other	-	-	-
Total	\$121,970	\$114,550	\$125,340



CITY COMMISSION

GOALS

Increase Revenue

- Complete development of the Strategic Plan that will provide a common vision, goals and objectives to ensure that all parties are working towards the same end.
- Continue to guide the City along a path that allows for the most effective use of the City's resources.
- Establish priorities that protect and promote the fiscal well being of the City.

DEPARTMENT STAFFING

Position Title	Number Budgeted
Mayor	1
Vice – Mayor	1
Commissioner	3
Total	5

FY 2013 DEPARTMENT HIGHLIGHTS

- City Commission recently added to the City payroll due to IRS audit finding.
- Travel expenses included for the Mayor in the amount of \$8,000 and for the Vice-Mayor and Commissioners in the amount of \$5,000 each.

CITY OF OPA-LOCKA
ADOPTED EXPENDITURES BY FUND / DEPARTMENT
FY 2012-2013

10/25/2012

EXPENDITURES BY LINE ITEM		FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 AMENDED	FY 2012 PROJECTED	FY 2013 DEPT REQUESTS	FY 2013 ADOPTED
FUND	001 GENERAL FUND							
DEPT	10 CITY COMMISSION							
DIV	10 LEGISLATIVE							
511110	SALARIES-EXECUTIVE	\$ 32,800	\$ 33,550	\$ 33,000	\$ 33,000	\$ 33,000	\$ 33,000	\$ 33,000
511120	REGULAR SALARIES	-	-	-	-	-	-	-
511210	F. I. C. A. TAXES	-	-	-	630	630	2,525	2,525
511220	RETIREMENT CONTRIBUTION	-	-	-	1,685	1,685	40,315	2,815
511230	LIFE & HEALTH INSURANCE	49,618	39,435	26,705	25,245	25,245	32,420	41,500
511240	WORKER'S COMPENSATION	-	-	-	-	-	-	-
511245	ACCIDENTAL DEATH	-	-	-	-	-	-	-
511250	UNEMPLOYMENT COMPENSATION	-	-	-	-	-	-	-
	SALARIES AND RELATED COSTS	82,418	72,985	59,705	60,560	60,560	108,260	79,840
511306	MONTHLY ALLOCATION-MAYOR	2,400	2,400	2,400	2,400	2,400	2,400	2,400
511307	MONTHLY ALLOWANCE - COMMISSIONERS	9,950	9,800	9,600	9,600	9,600	9,600	9,600
511312	OTHER PROFESSIONAL SERVICES	-	-	-	-	-	-	-
511390	CONTINGENCIES	-	-	-	-	-	-	-
511400	TRAVEL & PER DIEM	-	-	-	-	-	-	-
511401	TRAVEL & PER DIEM- VM Pinder	-	-	-	-	-	-	-
511402	TRAVEL & PER DIEM - Mayor Kelly	3,911	1,664	-	-	-	-	-
511404	TRAVEL & PER DIEM- Mayor Taylor	2,887	4,013	8,000	8,000	8,000	8,000	8,000
511405	TRAVEL & PER DIEM- Com Tydus	3,378	1,046	5,000	5,000	5,000	5,000	5,000
511408	TRAVEL & PER DIEM - Com Miller	-	5,464	5,000	6,500	6,500	5,000	5,000
511406	TRAVEL & PER DIEM -Com Holmes	-	274	5,000	5,000	5,000	5,000	5,000
511407	TRAVEL & PER DIEM -Vice Mayor Johnson	6,150	6,754	5,000	5,000	5,000	5,000	5,000
511412	TELEPHONE & TELEGRAPH	-	-	-	-	-	-	-
511420	POSTAGE AND FREIGHT	-	-	-	-	-	-	-
511440	RENTALS & LEASES	-	-	-	-	-	-	-
511461	REPAIRS & MAINT BLDG	-	-	-	-	-	-	-
511465	REPAIRS & MAINT OFFICE EQUIP	-	-	-	-	-	-	-
511470	PRINTING & BINDING	-	-	-	-	-	-	-
511480	PROMOTIONAL ACTIVITIES	302	-	-	-	-	-	-
511491	OTHER ADVERTISING	-	-	-	-	-	-	-
511493	GENERAL EXPENSES	11,106	7,509	1,500	6,000	6,000	1,500	1,500
511450	GAS/OIL/GREASE	-	-	-	-	-	-	-
511510	OFFICE SUPPLIES & EXPENSES	103	1,187	1,000	500	500	1,000	1,000
511520	OPERATING SUPPLIES	815	78	-	-	-	-	-
511540	PUBL/SUBS/MEMBERSHIPS	2,405	5,762	3,000	3,000	3,000	3,000	3,000
	OPERATING EXPENSES	43,407	45,951	45,500	51,000	51,000	45,500	45,500
511546	BOOKS	-	-	-	-	-	-	-
511642	OFFICE FURN & EQUIP	-	3,034	-	2,990	2,990	-	-
511646	COMPUTER EQUIPMENT	-	-	-	-	-	-	-
	CAPITAL OUTLAYS	-	3,034	-	2,990	2,990	-	-
	TOTAL MAYOR AND CITY COMMISSION	\$ 125,825	\$ 121,970	\$ 105,205	\$ 114,550	\$ 114,550	\$ 153,760	\$ 125,340

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CITY MANAGER

DEPARTMENT DESCRIPTION

The City Manager, as the administrative head of the City Government, provides the primary source of leadership and is responsible for the efficiency of all departments. The City Manager is appointed by the City Commission for an indefinite term and serves at the discretion of the City Commission. The Office of the City Manager is the liaison for administrative functions and the legislative body.

The Office of the City Manager executes all City laws and ordinances; appoints and removes all subordinate officers and employees; directs and controls all departments created by the City Commission; attends Commission meetings with the right to take part in discussions, but does not have a vote. The City Manager makes recommendations to the City Commission to adopt measures which are necessary or urgent and performs other duties which are required by ordinances and resolutions of the City Commission. The City Manager also develops programs tailored toward implementing the policy that the City Commission has established for the City.

SERVICES

- * Carries out Commission Directives
- * Assesses major issues facing the City
- * Focuses on organizational improvement
- * Coordinates all special events
- * Prepares the annual operating and capital budgets
- * Coordinates the procurement of materials, supplies, services and equipment for all City departments.
- * Keeps Commission advised of future needs and provides recommendations

MAJOR ACCOMPLISHMENTS

- * Completed construction on the Sherbondy Park Phase I project. Construction costs are \$3.7 million. The newly constructed park will include a gym, pool, and silver certified green building facility.
- * Completed upgrades to pump stations 11A and 14 that will allow for increased development in the City.
- * The assets of the City exceeded its liabilities at the close of FY 2011 by \$23.724 million (*net assets*). Of this amount, \$5.5 million (*unrestricted net assets*) may be used to meet the City's ongoing obligations to citizens and creditors.

CITY MANAGER

GOALS

City Goals

Increase Revenue

Increase Public Safety

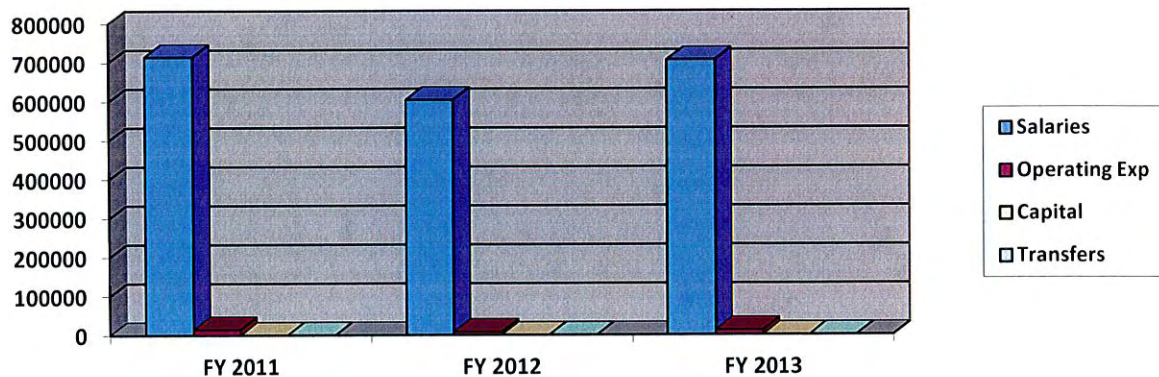
Increase Development throughout the City

Department Goals

- Maintain the City's long-term financial stability
- Continue to aggressively apply for grants for park improvements, infrastructure improvements and additional police resources.
- Increase the public safety presence throughout the City
- Continue redevelopment efforts throughout the City by providing an attractive environment ready for investment

RESOURCE SUMMARY

	FY 2011	FY 2012	FY 2013
Category	Actual	Projected	Budget
Salaries & Benefits	\$713,748	\$603,189	\$705,890
Operating Expenses	14,362	7,850	11,850
Capital Outlay	0	0	0
Other	-	-	-
Total	\$728,110	\$611,039	\$717,740



CITY MANAGER

DEPARTMENT STAFFING

Position Title	Number Budgeted
City Manager	1
Assistant City Manager	1
Assistant to the City Manager	2
Budget Administrator	1
Executive Secretary	1
Media Coordinator	1
Purchasing Officer	1
Secretary	1
Total	9

FY 2013 DEPARTMENT HIGHLIGHTS

- Funding is included in the amount of \$30,000 is included for special events; \$5,000 for each member of the City Commission and \$5,000 for the MLK Walk.
- The General Fund reserve is budgeted at \$500,000, the level required by the City's Financial Integrity Principles. The reserve for sick and annual leave is budgeted at \$65,000.
- Transfers out to the Crime Prevention Fund in the amount of \$91,380.

CITY OF OPA-LOCKA
ADOPTED EXPENDITURES BY FUND / DEPARTMENT
FY 2012-2013

10/25/2012

EXPENDITURES BY LINE ITEM		FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 AMENDED	FY 2012 PROJECTED	FY 2013 DEPT REQUESTS	FY 2013 ADOPTED
FUND	001 GENERAL FUND							
DEPT	20 CITY MANAGER							
DIV	12 EXECUTIVE							
512110	SALARIES-EXECUTIVE	\$ 326,181	\$ 370,688	\$ 469,165	\$ 469,165	\$ 469,165	\$ 569,766	\$ 546,110
512120	SALARIES-REGULAR	48,694	167,466	25,420	25,420	25,420	25,420	21,600
512130	SALARIES-P/TIME & TEMP	-	-	-	-	-	-	-
512140	OVERTIME	224	121	-	700	700	-	-
512210	F. I. C. A. TAXES	29,814	39,804	37,885	37,885	37,885	45,530	43,430
512220	RETIREMENT CONTRIBUTION	39,622	58,115	37,280	37,280	37,280	40,355	38,935
512230	LIFE & HEALTH INSURANCE	44,464	48,634	46,009	30,000	30,000	48,240	52,215
512240	WORKER'S COMPENSATION	-	-	-	-	-	-	-
512245	ACCIDENTAL DEATH	-	-	-	-	-	-	-
512250	UNEMPLOYMENT COMPENSATION	-	-	-	-	-	-	-
512499	VEHICLE ALLOWANCE	16,490	28,920	7,200	2,739	2,739	3,600	3,600
SALARIES AND RELATED COSTS		505,489	713,748	622,959	603,189	603,189	732,911	705,890
512311	EMPLOYEE PHYSICALS	-	-	-	-	-	-	-
512400	TRAVEL & PER DIEM	8,988	5,862	5,000	2,500	2,500	5,000	5,000
512412	TELEPHONE & TELEGRAPH	-	-	-	-	-	-	1,200
512420	POSTAGE & FREIGHT	415	286	400	400	400	400	400
512440	RENTALS & LEASES	-	1,471	-	-	-	-	-
512461	REP & MAINT BLDG & EQUIP	-	-	-	-	-	-	-
512470	PRINTING & BINDING	-	-	-	-	-	-	-
512465	REPAIR & MAINT-OFFICE EQUIP	16	-	-	-	-	-	-
512480	PROMOTIONAL ACTIVITIES	3,868	80	-	-	-	-	-
512493	GENERAL EXPENSES	577	45	250	250	250	250	250
512450	GAS/OIL/GREASE	-	-	-	-	-	-	-
512510	OFFICE SUPPLIES & EXPENSES	6,356	6,026	4,000	4,000	4,000	4,000	4,000
512520	OPERATING SUPPLIES	60	422	1,000	700	700	1,000	1,000
512540	PUBL/SUBS/MEMBERSHIPS	344	170	-	-	-	-	-
512541	EDUCATIONAL COSTS	-	-	-	-	-	-	-
OPERATING EXPENSES		20,624	14,362	10,650	7,850	7,850	10,650	11,850
512646	COMPUTER EQUIPMENT	-	-	-	-	-	-	-
512642	OFFICE FURN & EQUIP	-	-	-	-	-	-	-
CAPITAL OUTLAYS		-	-	-	-	-	-	-
D I V T O T A L S:		\$ 526,113	\$ 728,110	\$ 633,609	\$ 611,039	\$ 611,039	\$ 743,561	\$ 717,740

CITY OF OPA-LOCKA
ADOPTED EXPENDITURES BY FUND / DEPARTMENT
FY 2012-2013

10/25/2012

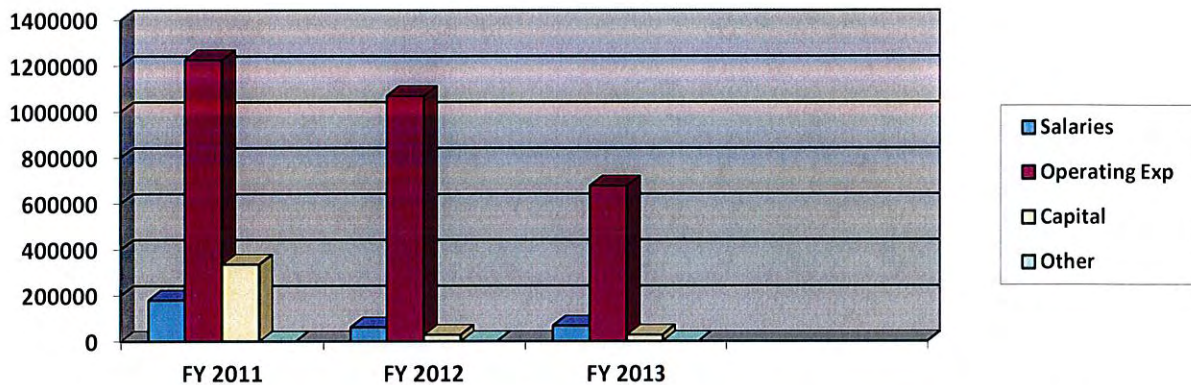
EXPENDITURES BY LINE ITEM		FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 AMENDED	FY 2012 PROJECTED	FY 2013 DEPT REQUESTS	FY 2013 ADOPTED
FUND	001 GENERAL FUND							
DEPT	20 CITY MANAGER							
DIV	25 EMERGENCY & DISASTER RELIEF							
525390	CONTINGENCIES/CAPITAL IMP	\$ 41,896	\$ 1,703	\$ -	\$ -	\$ -	\$ -	-
525990	DISCRETIONARY ITEMS	-	-	-	-	-	-	15,000
D I V T O T A L S:		41,896	1,703	-	-	-	-	15,000
FUND	001 GENERAL FUND							
DEPT	20 CITY MANAGER							
DIV	79 SPECIAL EVENTS							
579390	MULTICULTURAL HERITAGE DAY	-	-	-	-	-	-	-
579391	HEALTH INITIATIVE	1,665	-	-	-	-	-	-
579392	ARABIAN NIGHTS FESTIVAL	-	-	-	-	-	-	-
579395	JULY FOURTH EVENT	-	-	-	-	-	-	-
579396	M.L.K. WALK	-	10,123	-	-	-	-	5,000
579397	EMPLOYEES APPRECIATION	-	-	-	-	-	-	-
579398	EMPLOYEE RECOGNITION	350	-	-	-	-	-	-
579399	JAZZ ON BURLINGTON	-	-	-	-	-	-	-
579400	CHRISTMAS EVENT	2,050	23,957	-	-	-	-	-
579401	SENIORS CHRISTMAS BALL	-	-	-	-	-	-	-
579380	BLACK HISTORY MONTH	-	10,766	-	-	-	-	-
579381	70's COSTUME BALL	19,202	28,717	-	-	-	-	-
579402	HOLIDAY IN THE PARK	-	-	-	-	-	-	-
579403	SPECIAL EVENTS	53,090	32,375	25,000	15,000	15,000	25,000	25,000
579404	HOLIDAY FOOD GIFT GIVING	-	11,201	-	6,075	6,075	-	-
579405	SCHOLARSHIP BANQUET	-	-	-	12,000	12,000	-	-
D I V T O T A L S:		76,357	117,139	25,000	33,075	33,075	25,000	30,000
FUND	001 GENERAL FUND							
DEPT	20 CITY MANAGER							
DIV	80 INTERFUND TRANSFERS							
581910	TRANS OUT CRIME PREVENTION	-	-	99,575	99,575	99,575	99,575	91,380
581911	TRANS OUT VAWA	-	-	-	-	-	-	-
581912	TRANS OUT LLEBG	-	-	-	-	-	-	-
581913	TRANS OUT CRA	-	-	-	-	-	-	-
581914	TRANS OUT FEMA	-	-	-	5,495	5,495	-	-
581915	TRANS OUT DJJ	-	-	-	-	-	-	-
581916	TRANS OUT CAPITAL PROJECTS	-	-	-	-	-	-	-
581917	TRANS OUT SOLID WASTE	-	-	-	-	-	-	-
581918	TRANS OUT SPECIAL LAW	-	-	-	-	-	-	-
581919	TRANS OUT POLICE EXPLORER	-	-	-	-	-	-	-
581925	TRANS OUT WATER & SEWER	-	-	-	-	-	-	25,000
	TRANS OUT SAFE NHD CAP IMP FUND	-	-	-	-	-	-	-
NON-OPERATING EXPENSES		-	-	99,575	105,070	105,070	99,575	116,380
D I V T O T A L S:		-	-	99,575	105,070	105,070	99,575	116,380
FUND	001 GENERAL FUND							
DEPT	20 CITY MANAGER							
DIV	81 RESERVES							
581920	GENERAL FUND RESERVE	-	-	500,000	200,000	200,000	500,000	500,000
581921	FUND BALANCE RESERVES	-	-	-	-	-	-	-
581922	RESERVE FOR SICK/ANNUAL LEAVE	-	-	65,000	-	-	65,000	65,000
581923	RESERVE ADDL W/COMP CLAIMS	-	-	-	-	-	-	-
NON-OPERATING EXPENSES		-	-	565,000	200,000	200,000	565,000	565,000
D I V T O T A L S:		-	-	565,000	200,000	200,000	565,000	565,000
TOTAL OFFICE OF THE CITY MANAGER		\$ 2,183,682	\$ 2,586,898	\$ 2,471,727	\$ 2,087,427	\$ 2,106,427	\$ 2,581,679	\$ 2,215,802

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GENERAL GOVERNMENT

This division is a part of the City Manager's Office but is separated to account for City-wide expenses.

	FY 2011	FY 2012	FY 2013
Category	Actual	Projected	Budget
Salaries & Benefits	\$178,536	\$60,400	\$66,900
Operating Expenses	1,225,941	1,068,884	676,864
Capital Outlay	335,469	27,959	27,918
Other	-	-	-
Total	\$1,739,946	\$1,157,243	\$771,682



FY 2013 DEPARTMENT HIGHLIGHTS

- * Town Center One Rental Payments for City Administrative Offices on the 2nd and 4th Floors are **no longer appropriated**: 2nd and 4th Floor offices (\$34,805 monthly) and 1st Floor Library (\$6,752 monthly). The payment for the 1st Floor Utility Billing/Cashier office is budgeted in the Water and Sewer Fund.
- * In an effort to reduce costs, the following line items are pooled in the General Government division and are no longer funded in the separate departments. Those line items are Travel & Per Diem (\$10,000), Publications & Subscriptions (\$10,000), and Education (\$10,000).

CITY OF OPA-LOCKA
ADOPTED EXPENDITURES BY FUND / DEPARTMENT
FY 2012-2013

10/25/2012

EXPENDITURES BY LINE ITEM		FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 AMENDED	FY 2012 PROJECTED	FY 2013 DEPT REQUESTS	FY 2013 ADOPTED
FUND	001 GENERAL FUND							
DEPT	020 CITY MANAGER							
DIV	19 GENERAL GOVERNMENT							
519110	SALARIES-EXECUTIVE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
519120	SALARIES-REGULAR	-	-	-	-	-	-	-
	CITY-WIDE MERIT/COLA	-	-	-	-	-	-	-
519140	OVERTIME	-	-	-	-	-	-	-
519210	F. I. C. A. TAXES	-	-	-	-	-	-	-
519220	RETIREMENT CONTRIBUTION	481	-	-	-	-	-	-
519230	LIFE & HEALTH INSURANCE	-	-	-	-	-	-	-
519240	WORKER'S COMPENSATION	67,663	148,822	50,000	20,000	18,500	50,000	40,000
519245	ACCIDENTAL DEATH	2,761	1,504	1,900	1,900	1,900	1,900	1,900
519250	UNEMPLOYMENT COMPENSATION	50,454	28,210	5,000	25,000	40,000	5,000	25,000
	SALARIES AND RELATED COSTS	121,359	178,536	56,900	46,900	60,400	56,900	66,900
519312	OTHER PROFESSIONAL SERVICES	48,051	34,538	40,000	40,000	40,000	40,000	40,000
519340	OTHER CONTRACTED SERVICES	51,260	32,063	20,800	11,000	11,000	20,800	17,500
519390	CONTINGENCIES	-	-	-	-	-	-	-
519400	TRAVEL & PER DIEM	6,472	10,960	10,000	5,000	4,000	10,000	10,000
519411	TELEPHONE - CELLULAR	99,787	82,943	50,000	65,000	65,000	50,000	70,000
519413	TELEPHONE - SUNCOM	82,989	86,844	50,260	50,260	50,260	50,260	50,000
519414	TELEPHONE - MCI, AT&T, COMCAST	39,604	11,194	2,700	2,700	2,700	2,700	2,500
519420	POSTAGE & FREIGHT	1,775	1,036	5,000	3,000	2,000	5,000	2,100
519430	ELECTRIC., GAS & WATER	326,914	295,611	285,000	300,000	300,000	285,000	310,000
519440	RENTALS & LEASES	542,091	541,314	511,924	511,924	511,924	511,924	94,264
519450	GAS/OIL/GREASE	-	-	-	-	-	-	-
519461	REPAIR & MAINT-BLDG & EQUIP	51,029	15,649	10,000	10,000	10,000	10,000	7,500
519465	REPAIR & MAINT-OFFICE EQUIP	1,824	860	1,000	-	-	1,000	-
519470	PRINTING & BINDING	468	2,218	-	2,000	2,000	-	1,000
519480	PROMOTIONAL ACTIVITIES	41,256	29,088	25,000	25,000	32,500	25,000	25,000
519493	GENERAL EXPENSES	19,298	16,401	12,500	10,000	10,000	12,500	12,500
519499	TRAVEL PRIVATE VEHICLE	-	-	-	-	-	-	-
519510	OFFICE SUPPLIES & EXPENSES	6,721	5,099	4,000	4,000	4,000	4,000	4,000
519520	OPERATING SUPPLIES	22,172	18,026	10,500	7,000	7,000	10,500	10,500
519526	LIBRARY CARD ASSISTANCE	-	-	-	-	-	-	-
519540	PUBL/SUBS/MEMBERSHIPS	18,567	17,810	15,000	11,000	11,000	15,000	10,000
519541	EDUCATIONAL COSTS	22,787	17,287	10,000	5,500	5,500	10,000	10,000
519554	DONATIONS TO NON-PROFITS	10,000	7,000	-	-	-	-	-
519555	GRANTS FOR SCHOOLS	-	-	-	-	-	-	-
519556	EMPLOYEE BONUS	-	-	-	-	-	-	-
	OPERATING EXPENSES	1,393,065	1,225,941	1,063,684	1,063,384	1,068,884	1,063,684	676,864
519610	PURHCASE OF LAND	-	237,184	-	-	-	-	-
519620	BUILDING IMPROVEMENTS	-	48,968	-	-	-	-	-
519640	MACHINERY & EQUIP	-	5,557	-	-	-	-	-
519642	OFC FURN & EQUIP	3,909	619	-	-	-	-	-
519644	COMMUNICATION EQUIP (RADIOS)	3,000	-	-	-	-	-	-
519720	INTEREST	-	-	-	-	-	-	-
519730	OTHER DEBT SERVICE COSTS	-	-	-	-	-	-	-
519648	AUTO LEASE	17,983	43,141	27,959	27,959	27,959	27,959	27,918
519646	COMPUTER EQUIPMENT	-	-	-	-	-	-	-
	CAPITAL OUTLAYS	24,892	335,469	27,959	27,959	27,959	27,959	27,918
519970	PRO FOR BAD DEBTS	-	-	-	-	-	-	-
519980	DEPRECIATION	-	-	-	-	-	-	-
	D I V T O T A L S:	\$ 1,539,316	\$ 1,739,946	\$ 1,148,543	\$ 1,138,243	\$ 1,157,243	\$ 1,148,543	\$ 771,682

CITY CLERK

DEPARTMENT DESCRIPTION

The activities of the Office of the City Clerk are planned and managed to assist the City Commission in accomplishing the legislative process. As Clerk to the City Commission, the office records and preserves Commission proceedings.

The City Clerk prepares Commission agenda, maintains minutes of Commission meetings, coordinates public hearings, administers municipal elections, assists the public and other City staff in conducting business and coordinates City events directly related to the City Commission.

Through the Clerk's Office, legal notices are published and posted; bids are received and opened; and contracts and agreements are processed. The Office also disseminates information regarding legislative actions and policy decisions to City departments, other agencies, and the public. As official record keeper, the City Clerk maintains custody of city records and is the custodian of the City's official seal.

SERVICES

- | | |
|---|--|
| * Supervises all City Elections | * Countersigns official documents |
| * Complies with legal requirements for public requests, advertisements, & record retention. | * Attests to all documents |
| * Prepares commission meeting agendas | * Publish all legal notices |
| * Coordinates various Commission events | * Administers oath to elected and appointed officials |
| * Codifies all laws adopted by City Commission | * Provides Notary Services |
| | * Custodian of Records |
| | * Prepares and Transcribes City Commission Meeting minutes |

MAJOR ACCOMPLISHMENTS

- * Met open law requirements for City Commission meetings
- * Updated legislative history on a continuing basis
- * Began having records automated into a system where all official documents are identified, classified, and archived.

GOALS

CITY CLERK

City Goals

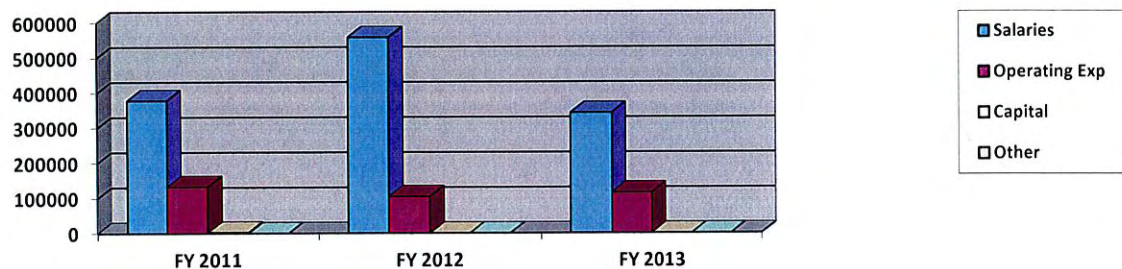
Improve Customer Service

Department Goals

- Respond to the legislative need of the City Commission
- Administer upcoming municipal elections effectively and serve as filing officer of the City
- Provide access to the City's official record and legislative documents in as many different and mediums as possible
- Administer records management program for the City
- Utilize technology and best practices in effective service delivery
- Effectively work as a team
- Ensure that all members of the team perform their work ethically and integrity

RESOURCE SUMMARY

	FY 2011	FY 2012	FY 2013
Category	Actual	Projected	Budget
Salaries & Benefits	\$377,743	\$557,489	\$342,460
Operating Expenses	132,137	104,000	115,000
Capital Outlay	2,338	0	0
Other	-	-	-
Total	\$512,218	\$661,489	\$457,460



CITY CLERK

DEPARTMENT STAFFING

Position Title	Number Budgeted
City Clerk	1
Deputy City Clerk	1
Executive Secretary to City Commission/Deputy City Clerk	1
Receptionist/Clerk	1
OCS Outreach Manager	1
Totals	5

FY 2013 DEPARTMENT HIGHLIGHTS

-
- Funding in the amount of \$40,000 is included for legal advertisement.
 - Funding in the amount of \$7,000 is included in other professional services to costs related to the November 2012 national elections.
 - The OCS Coordinator will continue to electronically scan all records to move the department towards a paperless environment.

CITY OF OPA-LOCKA
ADOPTED EXPENDITURES BY FUND / DEPARTMENT
FY 2012-2013

10/25/2012

EXPENDITURES BY LINE ITEM		FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 AMENDED	FY 2012 PROJECTED	FY 2013 DEPT REQUESTS	FY 2013 ADOPTED
FUND	001 GENERAL FUND							
DEPT	30 CITY CLERK							
DIV	16 LEGISLATIVE SUPPORT							
512110	SALARIES-EXECUTIVE	\$ 182,996	\$ 181,399	\$ 166,215	\$ 359,345	\$ 359,345	\$ 165,005	\$ 142,505
512120	SALARIES-REGULAR	85,466	86,651	112,280	112,280	112,280	112,280	112,280
512130	SALARIES-P/TIME & TEMP	-	-	-	-	-	-	-
512140	SALARIES - OVERTIME	9,741	6,843	5,000	5,000	3,000	5,000	5,000
512210	F. I. C. A. TAXES	21,602	19,889	21,687	24,495	24,495	21,595	19,875
512220	RETIREMENT CONTRIBUTION	36,824	37,355	26,610	23,800	23,800	14,620	13,455
512230	LIFE & HEALTH INSURANCE	32,034	32,932	30,847	26,400	26,400	33,560	42,145
512240	WORKER'S COMPENSATION	-	-	-	-	-	-	-
512245	ACCIDENTAL DEATH	-	-	-	-	-	-	-
512250	UNEMPLOYMENT COMPENSATION	-	-	-	-	-	-	-
512499	VEHICLE ALLOWANCE	13,294	12,674	7,200	7,200	8,169	7,200	7,200
SALARIES AND RELATED COSTS		381,957	377,743	369,839	558,520	557,489	359,260	342,460
512311	EMPLOYEE PHYSICALS	-	-	-	-	-	-	-
512312	OTHER PROFESSIONAL SERVICES	1,079	-	10,000	10,000	5,000	7,000	7,000
512340	OTHER CONTRACTED SERVICES	13,730	9,983	20,000	5,000	2,000	5,000	5,000
512400	TRAVEL & PER DIEM	963	454	1,000	500	500	1,000	1,000
512412	TELEPHONE	-	-	-	-	-	-	-
512420	POSTAGE	15,011	16,656	15,000	13,000	13,000	15,000	15,000
512440	RENTALS & LEASES	14,180	16,727	12,500	12,500	12,500	12,500	12,500
512461	REPAIR & MAINT-BLDG EQUIP	-	-	-	-	-	-	-
512465	REPAIR & MAINT-OFFICE EQUIP	32	-	-	-	-	-	-
512470	PRINTING & BINDING	-	-	-	-	-	-	-
512480	PROMOTIONAL ACTIVITIES	-	-	-	-	-	-	-
512482	STATE OF THE CITY ADDRESS	19,727	19,962	17,500	17,500	17,500	17,500	17,500
512490	LEGAL ADVERTISING	64,067	42,470	40,000	40,000	40,000	40,000	40,000
512491	OTHER ADVERTISING	5,167	7,695	2,500	-	-	2,500	2,500
512493	GENERAL EXPENSES	3,089	2,362	3,000	3,000	3,000	3,000	3,000
512450	GAS/OIL/GREASE	-	-	-	-	-	-	-
512510	OFFICE SUPPLIES & EXPENSES	12,237	14,407	10,000	10,000	10,000	10,000	10,000
512520	OPERATING SUPPLIES	1,277	1,421	1,500	1,500	500	1,500	1,500
512546	BOOKS	-	-	-	-	-	-	-
512540	PUBL/SUBS/MEMBERSHIPS	449	-	-	-	-	-	-
512541	EDUCATIONAL COSTS	-	-	-	-	-	-	-
512467	REPAIR & MAINT-MACH & EQUIP	-	-	-	-	-	-	-
512466	REPAIR & MAINT-VEH. & EQUIP	-	-	-	-	-	-	-
OPERATING EXPENSES		151,008	132,137	133,000	113,000	104,000	115,000	115,000
512646	COMPUTER EQUIP	-	-	-	-	-	-	-
512642	OFFICE FURN & EQUIPMENT	-	2,338	-	-	-	-	-
CAPITAL OUTLAYS		-	2,338	-	-	-	-	-
TOTAL LEGISLATIVE SUPPORT		\$ 532,965	\$ 512,218	\$ 502,839	\$ 671,520	\$ 661,489	\$ 474,260	\$ 457,460

CITY ATTORNEY

DEPARTMENT DESCRIPTION

The Office of the City Attorney provides legal support and advice to the City Commission and City Manager on all legal matters involving the City. The City Attorney is appointed by the City Commission for an indefinite term and serves at the discretion of the City Commission.

SERVICES

- * Reviews and prepares all resolutions, ordinances, and contracts
- * Represent the City in union negotiations
- * Represent the City in all litigations
- * Handles all risk management issues
- * Represent the City at public hearings and meetings
- * Furnishes opinion on question of law

GOALS

City Goals

Increase Revenue

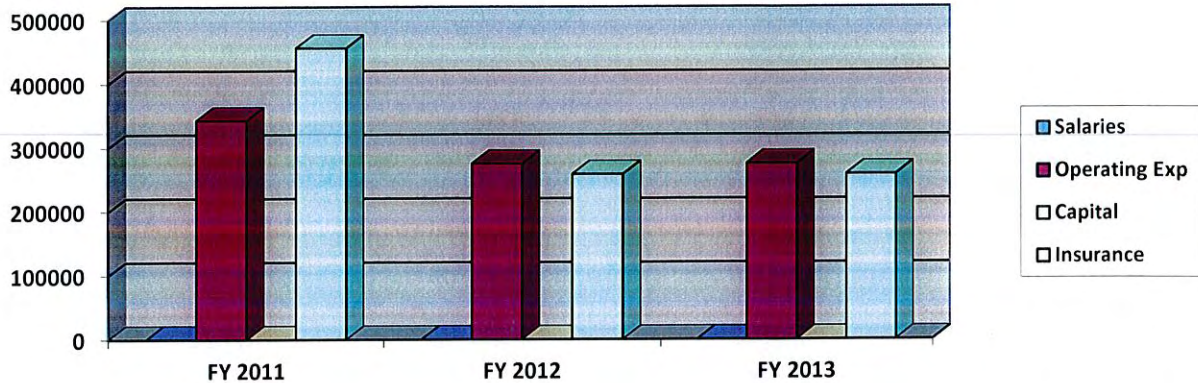
Department Goals

- Initiate and prosecute litigation by the City upon approval of the City Commission.
- Aggressively negotiate contracts with vendors and consultants.
- Continue to use a preventable law approach to lessen the City's risk and litigation exposure.
- Update the City's code to eliminate outdated and inconsistent provisions.

RESOURCE SUMMARY

	FY 2011	FY 2012	FY 2013
Category	Actual	Projected	Budget
Salaries & Benefits	\$0	\$0	\$0
Operating Expenses	342,970	275,000	275,000
Capital Outlay	0	0	0
Insurance	456,174	258,500	258,500
Total	\$799,144	\$533,500	\$533,500

CITY ATTORNEY



DEPARTMENT STAFFING

Note: The City Attorney's office has been contracted out to a local law firm.

FY 2013 DEPARTMENT HIGHLIGHTS

→ In Other Contracted Services, \$225,000 is budgeted for the City Attorney's contract.

→ In the Risk Management division, \$258,500 is budgeted for the General Funds share of the property and liability insurance. The Water & Sewer fund will be taking on a greater portion of the insurance costs in FY 2013 based on the audited net assets of the City as of Sept 30, 2011.

CITY OF OPA-LOCKA
ADOPTED EXPENDITURES BY FUND / DEPARTMENT
FY 2012-2013

10/25/2012

EXPENDITURES BY LINE ITEM		FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 AMENDED	FY 2012 PROJECTED	FY 2013 DEPT REQUESTS	FY 2013 ADOPTED
FUND	001 GENERAL FUND							
DEPT	40 CITY ATTORNEY							
DIV	28 LEGAL COUNSEL							
514110	SALARIES-EXECUTIVE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
514120	SALARIES-REGULAR	-	-	-	-	-	-	-
514210	F. I. C. A. TAXES	-	-	-	-	-	-	-
514220	RETIREMENT CONTRIBUTION	-	-	-	-	-	-	-
514230	LIFE & HEALTH INSURANCE	-	-	-	-	-	-	-
514240	WORKMEN'S COMPENSATION	-	-	-	-	-	-	-
514245	ACCIDENTAL DEATH	-	-	-	-	-	-	-
514250	UNEMPLOYMENT COMPENSATION	-	-	-	-	-	-	-
514499	TRAVEL-PRIVATE	-	-	-	-	-	-	-
SALARIES AND RELATED COSTS		-	-	-	-	-	-	-
514310	LEGAL SERVICES	-	-	-	-	-	-	-
514320	EMPLOYEE PHYSICALS	-	-	-	-	-	-	-
514312	OTHER PROFESSIONAL SERVICES	-	-	-	-	-	-	-
514340	OTHER CONTRACTED SERVICES	237,731	262,512	225,000	225,000	225,000	225,000	225,000
514390	CONTINGENCIES	82,014	80,458	50,000	50,000	50,000	50,000	50,000
514400	TRAVEL & PER DIEM	-	-	-	-	-	-	-
514421	TELEPHONE & TELEGRAPH	-	-	-	-	-	-	-
514420	POSTAGE & FREIGHT	-	-	-	-	-	-	-
514451	INSURANCE	-	-	-	-	-	-	-
514461	REPAIR & MAINT- BLDG	-	-	-	-	-	-	-
514465	REPAIR & MAINT-OFFICE EQUIP	-	-	-	-	-	-	-
514470	PRINTING & BINDING	-	-	-	-	-	-	-
514490	LEGAL ADVERTISING	-	-	-	-	-	-	-
514491	OTHER ADVERTISING	-	-	-	-	-	-	-
514493	GENERAL EXPENSES	-	-	-	-	-	-	-
514510	OFFICE SUPPLIES & EXPENSES	156	-	-	-	-	-	-
514520	OPERATING SUPPLIES	-	-	-	-	-	-	-
514540	PUBL/SUBS/MEMBERSHIPS	-	-	-	-	-	-	-
514541	EDUCATIONAL COSTS	-	-	-	-	-	-	-
OPERATING EXPENSES		319,901	342,970	275,000	275,000	275,000	275,000	275,000
514646	COMPUTER EQUIPMENT	-	-	-	-	-	-	-
514642	OFFICE FURN & EQUIP	-	-	-	-	-	-	-
514546	BOOKS	-	-	-	-	-	-	-
CAPITAL OUTLAYS		-	-	-	-	-	-	-
TOTAL CITY ATTORNEY DEPARTMEN		\$ 319,901	\$ 342,970	\$ 275,000	\$ 275,000	\$ 275,000	\$ 275,000	\$ 275,000

CITY OF OPA-LOCKA
ADOPTED EXPENDITURES BY FUND / DEPARTMENT
FY 2012-2013

10/25/2012

EXPENDITURES BY LINE ITEM		FY 2010		FY 2011		FY 2012		FY 2012		FY 2012		FY 2013	FY 2013
		ACTUAL		ACTUAL		ADOPTED		AMENDED		PROJECTED		DEPT REQUESTS	
FUND	001 GENERAL FUND												
DEPT	40 CITY ATTORNEY												
DIV	18 RISK MANAGEMENT												
513312	OTHER PROFESSIONAL SERVICES	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
513340	OTHER CONTRACTED SERVICES		-		-		-		-		-		-
513400	TRAVEL & PER DIEM		-		-		-		-		-		-
513451	INSURANCE	303,155		456,174		258,500		258,500		258,500		258,500	258,500
513465	REPAIR & MAINT-OFFICE EQUIP		-		-		-		-		-		-
513551	OFFICE SUPPLIES & EXPENSES		-		-		-		-		-		-
513540	PUBL/SUBS/MEMBERSHIPS		-		-		-		-		-		-
OTHER OPERATING EXPENSES		303,155		456,174		258,500		258,500		258,500		258,500	258,500
TOTAL CITY ATTY DEPARTMENT		\$ 623,056		\$ 799,144		\$ 533,500		\$ 533,500		\$ 533,500		\$ 533,500	\$ 533,500

HUMAN RESOURCES

DEPARTMENT DESCRIPTION

The Human Resources (HR) Department is responsible for all aspects of employee services including employee and labor relations, recruitment, personnel records, Family and Medical Leave Act (FMLA) management, safety and risk management, training, classification and compensation.

The Human Resources Department is dedicated to attracting, developing and retaining talented individuals who are committed to building a healthy, safe and vibrant community.

SERVICES

- Administer policies and procedures impacting employees citywide
- Recruitment and placement of employees (internally and externally)
- Consultation to address personnel related matters and compliance with the City's personnel rules and collective bargaining agreements
- Compliance with local, state and federal laws
- Employee recognition program, communications, relations and conflict resolution
- Benefit and contract administration
- Support for labor relations/collective bargaining with City's two Unions (AFSCME/PBA)
- Liaison to the Personnel Board and custodian of personnel records
- Risk management/Safety in conjunction with Florida League of Cities, North American Risk (NARS) and the City Attorney
- Coordination of City Volunteer program for High School Youth who must fulfill court mandated community service
- Summer Youth Employment and other types internships
- Process the City of Opa-locka payroll and maintain files and accrual records
- Prepare W2 statements and ensure accuracy of City tax and social security deposits
- Process and submit FRS retirement benefits for all employees

MAJOR ACCOMPLISHMENTS

- Submit the City's 2012 pay and classification plan for Personnel Board and Commission approval
- Update and submit the Administrative Rules and Regulations for Board and Commission approval
- Hosted Employee Appreciation Awards Luncheon
- Established a payroll function in Human Resources through ADP

HUMAN RESOURCES

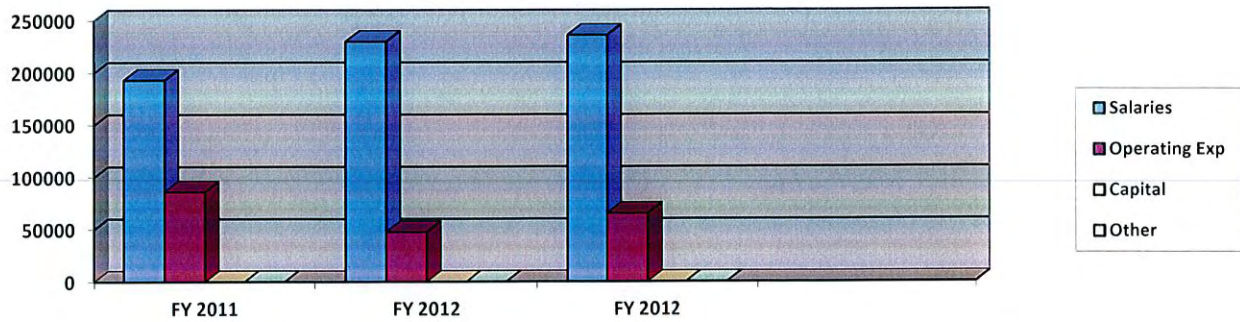
GOALS

City Goals	Department Goals
Provide for Increased Public Employee Safety Service	- Establish, administer and effectively communicate sound policies, rules and practices that treat employees with dignity and equality while maintaining compliance with employment and labor laws, personnel rules and the vision and values of the City of Opa-locka. - Improve operational efficiency and reduce costs by elevating the overall health of our employees. - Develop and deliver training programs to all employees to constantly improve customer service delivery, efficiency of operations and the overall effectiveness and professionalism of the City. - Recognize employees who practice safety at work and document habitual non compliance with safety regulations. - Provide Senior Management and supervisors with information and training in human resources matters regarding staffing, organizational effectiveness, training and development, motivation and discipline, compliance and related matters. - Work in support of the Finance Department in developing and providing a competitive salary and benefit package that supports our employees and meets the needs and goals of the City of Opa-locka - Reestablish quarterly newsletter to enhance productivity and cohesiveness citywide. - Assist with labor relations for AFSCME & PBA
Increase Services to Internal Customers	

RESOURCE SUMMARY

	FY 2011	FY 2012	FY 2013
Category	Actual	Projected	Budget
Salaries & Benefits	\$193,098	\$230,081	\$236,070
Operating Expenses	86,034	47,622	65,330
Capital Outlay	0	0	0
Other	0	0	0
Total	\$279,132	\$277,703	\$301,400

HUMAN RESOURCES



DEPARTMENT STAFFING

Position Title	Number Budgeted
Human Resources Director	1
Human Resources Specialist II	1
Human Resources Specialist I / Safety	1
Administrative Assistant	1
Total	4

FY 2013 DEPARTMENT HIGHLIGHTS

- Payroll function was moved to Human Resources
- Administrative Assistant added to handle payroll processing
- ADP funding is included
- Funding for Employee Appreciation and Employee Recognition is included

CITY OF OPA-LOCKA
ADOPTED EXPENDITURES BY FUND / DEPARTMENT
FY 2012-2013

10/26/2012

EXPENDITURES BY LINE ITEM		FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 AMENDED	FY 2012 PROJECTED	FY 2013 DEPT REQUESTS	FY 2013 ADOPTED
FUND	001 GENERAL FUND							
DEPT	60 HUMAN RESOURCES							
DIV	13 PERSONNEL							
513110	SALARIES-EXECUTIVE	\$ 39,119	\$ 60,440	\$ 111,945	\$ 111,945	\$ 111,945	\$ 114,400	\$ 109,990
513120	SALARIES-REGULAR	95,163	88,849	42,995	78,300	78,300	81,451	78,315
513140	OVERTIME	38	1,949	-	500	500	1,000	1,000
513210	F. I. C. A. TAXES	10,820	12,026	11,850	14,590	14,590	15,060	14,480
513220	RETIREMENT CONTRIBUTION	13,687	12,144	7,605	9,365	9,365	10,195	9,805
513230	LIFE & HEALTH INSURANCE	15,186	13,859	15,381	15,381	15,381	15,381	22,480
513240	WORKER'S COMPENSATION	-	-	-	-	-	-	-
513245	ACCIDENTAL DEATH	-	-	-	-	-	-	-
513250	UNEMPLOYMENT COMPENSATION	-	-	-	-	-	-	-
513499	VEHICLE ALLOWANCE	3,735	3,831	-	-	-	-	-
SALARIES AND RELATED COSTS		177,748	193,098	189,776	230,081	230,081	237,486	236,070
513311	EMPLOYEE PHYSICALS	-	-	-	-	-	-	-
513312	OTHER PROFESSIONAL SERVICES	61,117	21,862	-	-	-	-	-
513340	OTHER CONTRACTED SERVICES	12,859	38,677	35,840	35,840	35,840	38,280	38,280
513390	CONTINGENCY	-	-	-	-	-	-	-
513397	EMPLOYEE APPRECIATION	1,243	-	-	-	-	12,000	7,500
513398	EMPLOYEE RECOGNITION	485	5,826	-	-	82	1,500	1,500
513400	TRAVEL & PER DIEM	-	-	-	-	-	2,000	-
513421	TELEPHONE	-	-	-	-	-	-	-
513420	POSTAGE & FREIGHT	56	73	150	150	100	600	100
513430	ELECTRIC AND GAS	-	-	-	-	-	-	-
513440	RENTAL & LEASES	10,872	13,707	7,600	7,600	9,000	14,500	14,500
513461	REPAIRS & MAINT - BULDINGS	-	-	-	-	-	-	-
513465	REPAIR & MAINT-OFFICE EQUIP	-	-	-	-	-	1,000	-
513470	PRINTING & BINDING	-	1,400	2,000	1,000	500	2,000	750
513480	PROMOTIONAL ACTIVITIES	-	-	-	-	-	-	-
513491	OTHER ADVERTISING	-	-	-	-	-	-	-
513493	GENERAL EXPENSES	996	3,013	3,000	2,000	1,000	3,000	1,200
513450	GAS/OIL/GREASE	-	-	-	-	-	-	-
513510	OFFICE SUPPLIES & EXPENSES	3,008	1,476	2,500	2,500	1,100	2,000	1,500
513520	OPERATING SUPPLIES	677	-	-	-	-	-	-
513540	PUBL/SUBS/MEMBERSHIPS	125	-	-	-	-	-	-
513541	EDUCATIONAL COSTS	-	-	-	-	-	-	-
OPERATING EXPENSES		91,438	86,034	51,090	49,090	47,622	76,880	65,330
513642	OFFICE FURN & EQUIP	-	-	-	-	-	-	-
513646	COMPUTER EQUIP	-	-	-	-	-	-	-
CAPITAL OUTLAYS		-	-	-	-	-	-	-
TOTAL HUMAN RESOURCES DEPARTM		\$ 269,186	\$ 279,132	\$ 240,866	\$ 279,171	\$ 277,703	\$ 314,366	\$ 301,400

FINANCE DEPARTMENT

DEPARTMENT DESCRIPTION

The Finance Department's major areas of responsibility include accounting, investments, debt management, grant administration and financial reporting. The mission of the Finance Department is to manage and maintain financial records in conformity with generally accepted accounting principles and in compliance with State and Federal Laws; to develop and maintain effective and efficient financial planning, reporting and centralized support system in order to support the operating departments in achieving their program objectives, to provide the Mayor and City Commission with accurate financial information on a timely basis; to provide quality service to the residents; and to safeguard the City's assets.

SERVICES

Financial Administration

- * Providing financial advice to City Commission, City Manager and departments
- * Manage outstanding bond portfolio
- * Develop and maintain citywide financial policies and procedures
- * Manage all banking relationships and maintains bank balances and bank accounts
- * Manage the investment of City funds
- * Continue to find ways to improve the financial reporting system to continue to provide reliable and timely reports

Accounting

- * Collect and record all revenue
- * Records all financial transactions
- * Processing and payment of all financial obligations
- * Coordinate with external auditors in the preparation of CAFR and Single Audit Report

Utility Billing/Collections

- * Operates and manages all billing and customer service activities
- * Provides for collection activities related to delinquent monies owed to the City
- * Places and releases liens on property

Grant Administration & Monitoring

- * Coordinate grant applications prepared by the various departments and divisions
- * Monitor grant contracts/agreements for compliance in implementing project
- * Maintain record of fixed assets by grant funds
- * Prepare and submit financial and performance grant reports
- * Prepare and submit grant applications
- * Identify sources of funding and inform the appropriate department and program coordinator

FINANCE DEPARTMENT

MAJOR ACCOMPLISHMENTS

- Received the excellence in Financial Reporting Award for the FY 2010 Audit.
- Improved collection rate on all utility billings
- Enhanced the credit/debit payment options
- Assisted Code Enforcement to implement the Lien Amnesty Program
- Completed the refunding of the Series 1994 Refunding Revenue Bonds
- Consolidated the grant application and monitoring function (police, crime prevention, public works, parks and recreation and community development)
- Submitted three (3) federal, state and county grant applications.
- Submitted payment requests and received payments for projects funded by grant awards.

GOALS

City Goals	Department Goals
Increase Revenue	* Continue to improve internal controls * Explore creative ways to increase revenues on a recurring basis * Submit four (4) Federal, State and County grant applications in addition to the applications from departments * Establish ability to accept FPL and other utility payments * Introduce Tele-Check system to prevent excessive returned checks * Submit grant reports and reimbursement requests timely * Work with the Public Utilities Department to eliminate illegal water usage
Improve Overall City Perception	* Provide employees training opportunities to improve professional goals * Continue Customer Service training to provide superior services to customers

DEPARTMENT STAFFING

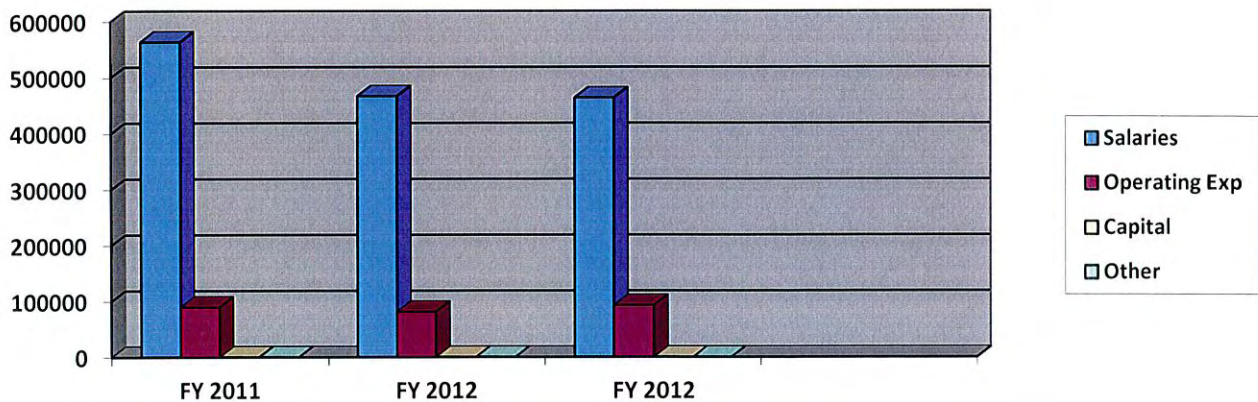
Position Title	Number Budgeted
Finance Director	1
Assistant Finance Director	1
Accountant	1
Administrative Assistant	1
Grant Writer	1
Utility Billing Supervisor	1
Utility Billing Specialist	2
Utility Billing Specialist (part-time)	1
Central Cashier	1
Accounts Payable Clerk	1
Total	11

FINANCE DEPARTMENT

RESOURCE SUMMARY

	FY 2011	FY 2012	FY 2013
Category	Actual	Projected	Budget
<u>Administration</u>			
Salaries & Benefits	\$563,186	\$466,534	\$463,540
Operating Expenses	89,303	81,050	92,300
Capital Outlay	0	0	0
Other	0	0	0
Sub-Total	\$652,489	\$547,584	\$555,840
<u>Utility Billing Water & Sewer</u>			
Salaries & Benefits	\$187,037	\$159,695	\$205,400
Operating Expenses	216,561	417,956	430,750
Capital Outlay	9,416	0	0
Other	427,815	2,871,800	954,130
Sub-Total	\$840,829	\$3,449,451	\$1,590,280
<u>Capital Imp Debt Service*</u>	\$6,705,926	\$1,400,000	\$1,515,380
Total Finance Department	\$8,199,244	\$5,397,035	\$3,661,500

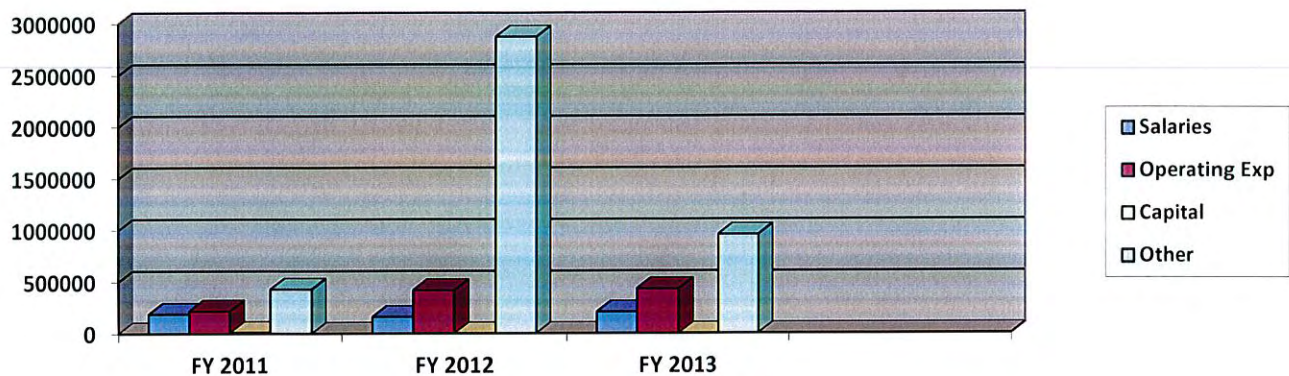
Administration



Included in the Administration Division are all of the personnel, operating and capital expenses of the day to day operations of the Finance Department. In FY 2011, the Utility Billing employees were moved to the Water and Sewer fund and the Budget Administrator moved to the City Manager's Office.

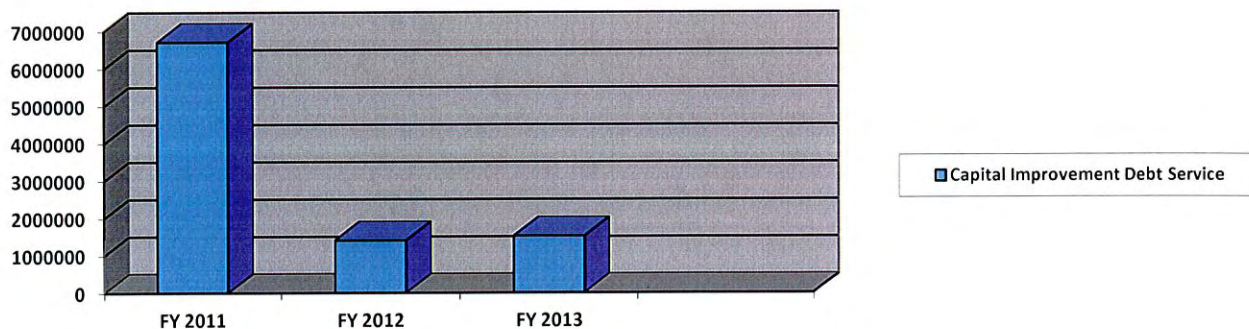
FINANCE DEPARTMENT

Utility Billing



Included in Utility Billing Division are the Utility Billing employee costs (\$199,590), the Water and Sewer Fund's portion of the City's liability insurance (\$288,150), the FY 2013 State Revolving Loan payment (\$248,800), the annual SunTrust Loan payment (\$423,000), and a transfer to the CRA fund (\$250,000) to support that fund until their revenue begins to come in. The FY 2012 "Other" costs were higher due to a \$2 million transfer to the Capital Projects fund to support the completion of the Sherbondy Park Community Center.

Capital Improvement Debt Service



Included in Capital Improvement Debt Service is the 2011A&B Capital Improvement bond interest payment (\$390,000), principal payment (\$249,970) and a transfer out to the General Fund (\$874,410). The dollars transferred to the General Fund are the residual dollars available from Sales Tax and State Revenue Sharing revenues once the bond payments are made. Also, in FY 2011, in the Capital Improvement Debt Service Fund, the City refinanced the 1994A Capital Improvement Revenue Bonds. The 1994A bonds were paid off and the City received an additional \$2 million in revenue to support current capital project needs.

FINANCE DEPARTMENT

FY 2013 DEPARTMENT HIGHLIGHTS

- Dollars are included to complete the annual audit report.
- The Water & Sewer portion of the property and liability insurance is included in the amount of \$288,150.
- The principal and interest payments for the 2011A&B bonds are included.
- The Water and Sewer Fund will transfer \$250,000 to the CRA fund.
- In Other Contracted Services in the Water and Sewer Fund, funding is included to pay Municode for services related to printing and mailing the City's utility bills to residents.

CITY OF OPA-LOCKA
ADOPTED EXPENDITURES BY FUND / DEPARTMENT
FY 2012-2013

10/26/2012

						FY 2013	
EXPENDITURES BY LINE ITEM		FY 2010	FY 2011	FY 2012	FY 2012	FY 2012	FY 2013
		ACTUAL	ACTUAL	ADOPTED	AMENDED	PROJECTED	DEPT REQUESTS
							ADOPTED
FUND 001	GENERAL FUND						
DEPT 60	FINANCE/ADMIN						
DIV 17	FINANCIAL & ADMIN						
513110	SALARIES-EXECUTIVE	\$ 342,381	\$ 283,463	\$ 250,245	\$ 250,245	\$ 250,245	\$ 259,750
513120	SALARIES-REGULAR	275,010	143,497	119,785	119,785	119,785	106,975
513130	SALARIES-P/TIME & TEMP	-	-	-	-	-	-
513140	OVERTIME	7,512	1,834	-	3,500	4,000	-
513210	F. I. C. A. TAXES	47,988	31,979	28,305	28,305	28,305	28,055
513220	RETIREMENT CONTRIBUTION	67,273	43,153	30,835	30,835	30,835	18,995
513230	LIFE & HEALTH INSURANCE	76,946	50,537	33,364	33,364	33,364	27,175
513240	WORKER'S COMPENSATION	-	-	-	-	-	-
513245	ACCIDENTAL DEATH	-	-	-	-	-	-
513250	UNEMPLOYMENT COMPENSATION	-	-	-	-	-	-
513499	VEHICLE ALLOWANCE	17,667	8,723	-	-	-	-
SALARIES AND RELATED COSTS		834,777	563,186	462,534	466,034	466,534	440,950
513311	EMPLOYEE PHYSICALS	-	-	-	-	-	-
513312	OTHER PROFESSIONAL SERVICES	45,044	7,542	-	-	1,500	10,000
513320	ACCOUNTING & AUDITING	65,943	51,623	54,000	54,000	57,000	60,000
513340	OTHER CONTRATED SERVICES	49,319	-	-	-	-	-
513400	TRAVEL & PER DIEM	618	351	-	-	-	-
513412	TEL - TEL	-	-	-	-	-	-
513420	POSTAGE & FREIGHT	21,981	8,631	8,000	6,000	6,000	8,000
513430	ELECTRIC., GAS & WATER	-	-	-	-	-	-
513440	RENTALS & LEASES	8,534	6,527	9,000	9,000	8,000	9,000
513461	REPAIR & MAINT-BLDG & EQUIP	-	-	-	-	-	-
513465	REPAIR & MAINT-OFFICE EQUIP	-	-	-	-	-	-
513470	PRINTING & BINDING	1,146	546	1,000	750	750	1,000
513493	GENERAL EXPENSES	4,372	2,900	1,000	1,000	800	1,000
513510	OFFICE SUPPLIES & EXPENSES	9,751	8,451	8,000	8,000	6,500	7,000
513511	LIEN RECORDING/RELEASE CHARGES	6,636	1,510	-	-	-	-
513520	OPERATING SUPPLIES	5,761	1,222	1,500	1,000	500	1,000
513540	PUBL/SUBS/MEMBERSHIPS	1,011	-	-	-	-	-
513541	EDUCATIONAL COSTS	75	-	-	-	-	10,000
513546	BOOKS	-	-	-	-	-	-
OPERATING EXPENSES		220,191	89,303	82,500	79,750	81,050	107,000
513642	OFFICE FURN & EQUIP	557	-	-	-	-	-
513646	COMPUTER EQUIP	-	-	-	-	-	-
513648	AUTO LEASE	3,521	-	-	-	-	-
513837	INTEREST	-	-	-	-	-	-
513594	INVENTORY OFFICE SUPPLIES	-	-	-	-	-	-
CAPITAL OUTLAYS		4,078	-	-	-	-	-
DIV T O T A L S:		\$ 1,059,046	\$ 652,489	\$ 545,034	\$ 545,784	\$ 547,584	\$ 547,950
							\$ 555,840

CITY OF OPA-LOCKA
ADOPTED EXPENDITURES BY FUND / DEPARTMENT
FY 2012-2013

10/26/2012

EXPENDITURES BY LINE ITEM		FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 AMENDED	FY 2012 PROJECTED	FY 2013 DEPT REQUESTS	FY 2013 ADOPTED
FUND	410 SOLID WASTE MGMT							
DEPT	60 FINANCE							
DIV	31 UTILITY BILLING							
513110	SALARIES-EXECUTIVE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
513120	SALARIES-REGULAR	-	-	-	-	-	-	-
513140	OVERTIME	-	-	-	-	-	-	-
513210	F. I. C. A. TAXES	-	-	-	-	-	-	-
513220	RETIREMENT CONTRIBUTION	-	-	-	-	-	-	-
513230	LIFE & HEALTH INSURANCE	-	-	-	-	-	-	-
513240	WORKER'S COMPENSATION	-	-	-	-	-	-	-
513245	ACCIDENTAL DEATH	-	-	-	-	-	-	-
513250	UNEMPLOYMENT COMPENSATION	-	-	-	-	-	-	-
SALARIES AND RELATED COST		-	-	-	-	-	-	-
513311	EMPLOYEE PHYSICAL	-	-	-	-	-	-	-
513312	OTHER PROFESSIONAL SRVS	-	-	-	-	-	-	-
513320	ACCOUNTING & AUDITING	-	-	-	-	-	-	-
513499	TRAVEL - PRIVATE VEHICLE	-	-	-	-	-	-	-
513412	TELEPHONE & TELEGRAPH	-	-	-	-	-	-	-
513420	POSTAGE & FREIGHT	-	-	-	-	-	-	-
513430	ELECTRIC., GAS & WATER	-	-	-	-	-	-	-
513451	INSURANCE	-	-	-	-	-	-	-
513461	REPAIR & MAINT-BLDG & EQUIPMEN	-	-	-	-	-	-	-
513465	REPAIR & MAINT-OFFICE EQUIPMENT	-	-	-	-	-	-	-
513470	PRINTING AND BINDING	-	-	-	-	-	-	-
513493	GENERAL EXPENSES	-	-	-	-	-	-	-
513510	OFFICE SUPPLIES & EXPENSES	-	-	-	-	-	-	-
513511	LIEN REL/REC	-	-	-	-	-	-	-
513520	OPERATING SUPPLIES	-	-	-	-	-	-	-
513541	EDUCATIONAL COST	-	-	-	-	-	-	-
OPERATING EXPENSES		-	-	-	-	-	-	-
513642	OFFICE FURN & EQUIP	-	-	-	-	-	-	-
613646	EQUIPMENT LEASE	-	-	-	-	-	-	-
CAPITAL OUTLAYS		-	-	-	-	-	-	-
513720	INTEREST	-	-	-	-	-	-	-
513914	OPERATION RESERVE	-	-	-	-	-	-	-
NON-OPERATING EXPENSES		-	-	-	-	-	-	-
DEPARTMENT TOTALS:		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-

CITY OF OPA-LOCKA
ADOPTED EXPENDITURES BY FUND / DEPARTMENT
FY 2012-2013

10/26/2012

EXPENDITURES BY LINE ITEM		FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 AMENDED	FY 2012 PROJECTED	FY 2013 DEPT REQUESTS	FY 2013 ADOPTED
FUND	440 WATER & SEWER							
DEPT	60 FINANCE							
DIV	61 UTILITY BILLING							
513110	EXECUTIVE SALARIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
513120	SALARIES-REGULAR	-	135,978	121,925	121,925	121,925	142,835	142,835
513130	SALARIES-P/TIME & TEMP	-	-	-	-	-	12,480	12,480
513140	OVERTIME	-	9,311	7,000	7,000	7,000	7,000	7,000
513210	F.I.C.A. TAXES	-	11,237	9,860	9,860	9,860	12,415	12,415
513220	RETIREMENT CONTRIBUTION	-	13,289	6,330	6,330	6,330	8,390	8,390
513230	LIFE & HEALTH INSURANCE	-	17,222	14,580	14,580	14,580	16,470	22,280
513240	WORKER'S COMPENSATION	-	-	-	-	-	-	-
513245	ACCIDENTAL DEATH	-	-	-	-	-	-	-
513250	UNEMPLOYMENT COMPENSATION	-	-	-	-	-	-	-
	SALARIES AND RELATED COST	-	187,037	159,695	159,695	159,695	199,590	205,400
513311	EMPLOYEE PHYSICALS	-	-	-	-	-	-	-
513312	OTHER PROFESSIONAL SRVS	621	7,768	-	10,000	10,000	-	-
513320	ACCOUNTING & AUDITING	-	12,852	23,000	23,000	15,000	25,000	25,000
513340	OTHER CONTRATED SERVICES	-	15,895	25,000	15,000	15,000	25,000	25,000
513390	CONTINGENCIES	-	-	-	-	-	-	-
513411	TELEPHONE VERIZON	-	-	-	-	-	-	-
513413	TELEPHONE SUNCOM	-	-	-	-	15,000	-	-
513420	POSTAGE	-	21,906	25,000	25,000	25,000	25,000	25,000
513421	TEL & TEL	-	-	-	-	-	-	-
513430	SUNCOM	-	-	-	-	-	-	-
513430	ELECTRIC, GAS & WATER	-	1,337	-	-	-	1,100	1,100
513440	RENTALS & LEASES	-	21,847	37,100	37,100	37,100	37,500	37,500
513450	VEHICLE MAINTENANCE	-	-	-	-	-	-	-
513451	INSURANCE	287,368	107,493	280,500	280,500	280,500	350,000	288,150
513461	REP & MAINT-BLDG & EQUIP	-	1,183	-	-	-	-	-
513465	REP & MAINT-OFFICE EQUIP	-	-	-	-	-	-	-
513470	PRINTING & BINDING	-	-	-	-	-	-	-
513493	GENERAL EXPENSES	20,411	4,011	-	-	-	-	-
513499	TRAVEL PRIVATE	-	-	-	-	-	-	-
513510	OFFICE SUPPLIES & EXPENSES	-	4,041	2,500	2,500	1,100	3,000	3,000
513511	LIEN RECORDING CHARGES	-	130	5,000	5,000	5,000	6,000	6,000
513520	OPERATING SUPPLIES	-	7,637	5,000	5,000	1,100	5,000	4,000
513522	CITY HARDSHIP PROGRAM	-	-	-	-	-	-	-
513528	SOFTWARE MAINTENANCE	-	10,461	-	13,156	13,156	-	14,000
513541	EDUCATIONAL COST	-	-	-	-	-	2,000	2,000
	OPERATING EXPENSES	308,400	216,561	403,100	416,256	417,956	479,600	430,750
513630	IMPROV OTHER THAN BLDG	3,000	-	-	-	-	-	-
513642	OFFICE FURN & EQUIP	(3,000)	9,416	-	-	-	-	-
513646	COMPUTER EQUIP	-	-	-	-	-	-	-
	CAPITAL OUTLAYS	-	9,416	-	-	-	-	-
513720	INTEREST	-	-	-	-	-	-	-
513723	STATE REVOLVING LOAN	92,415	65,069	248,800	248,800	248,800	-	281,130
513724	MASTER LEASE INTEREST	-	-	-	-	-	-	-
513730	OTHER DEBT SVC COSTS	-	-	-	-	-	-	-
513733	MDWSA LOAN PAYMENT	-	-	-	-	-	-	-
513734	SUNTRUST LOAN PAYMENT	101,310	87,746	423,000	423,000	423,000	-	423,000
513909	TRANSFER OUT - GENERAL FUND	-	275,000	-	-	-	-	-
513913	TRANSFER OUT - CRA FUND	-	-	200,000	200,000	200,000	-	250,000
513916	TRANSFER OUT - CAPITAL PRJ	-	-	2,000,000	2,000,000	2,000,000	-	-
513970	BAD DEBTS	-	-	-	-	-	-	-
	NON-OPERATING EXPENSES	193,725	427,815	2,871,800	2,871,800	2,871,800	-	954,130
	TOTAL FINANCE/ UTILITY BILLING	\$ 502,125	\$ 840,829	\$ 3,434,595	\$ 3,447,751	\$ 3,449,451	\$ 679,190	\$ 1,590,280

CITY OF OPA-LOCKA
ADOPTED EXPENDITURES BY FUND / DEPARTMENT
FY 2012-2013

10/26/2012

EXPENDITURES BY LINE ITEM		FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 AMENDED	FY 2012 PROJECTED	FY 2013 DEPT REQUESTS	FY 2013 ADOPTED
FUND	230 CAPITAL IMPROVEMENT DEBT SERVICE							
DEPT	60 FINANCE							
DIV	83 REDEMPTION-S/T DEBT							
513731	DOT LOAN	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
513720	BOND INTEREST	359,800	361,712	262,650	262,650	262,650	249,970	249,970
513710	BOND PRINCIPAL	240,000	5,575,000	358,000	358,000	358,000	390,000	390,000
513723	STATE REVOLVING LOAN	-	-	-	-	-	-	-
513730	OTHER DEBT SERVICE COSTS	2,963	2,991	1,000	1,000	1,000	1,000	1,000
513740	BOND ISSUE COST	-	42,425	-	-	-	-	-
513548	AUTO PURCHASE	-	-	-	-	-	-	-
513910	TRANS OUT - UNRESTR REV	699,359	723,798	778,350	778,350	778,350	-	874,410
513916	TRANS OUT - CAPITAL PROJECTS	-	-	-	-	-	-	-
DEBT SERVICE EXPENSES		1,302,122	6,705,926	1,400,000	1,400,000	1,400,000	640,970	1,515,380
TOTAL CAPITAL IMPROVEMENT DEBT SERVICE		1,302,122	6,705,926	1,400,000	1,400,000	1,400,000	640,970	1,515,380

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INFORMATION TECHNOLOGY

DEPARTMENT DESCRIPTION

The Information Technology Department (IT) focuses on meeting the cities strategic business and technology goals. The department delivers quality service and innovative information technology solutions to provide the citizens, business community and City staff with convenient access to the appropriate information and services. The ever increasing demands for information access have caused dramatic changes in the basic approach to information technologies.

In the past, Information Technology (IT) was largely driven by a departmental-centric perspective. The Department has changed that model to a customer-centric approach which is better suited for the delivery of information and IT required services to each customer site. Effort is now focused on new initiatives to upgrade infrastructure, improve security, and implement common IT solutions. Work is additionally being done in the general manner by which to plan and manage IT systems and services for the future. Much like the rest of the IT industry, the IT department has structured itself to align expenditures with business objectives. IT is also responsible for providing the basic framework for the City's computer system and operational plans.

SERVICES

IT provides technology in the broad area of Administration, Server Support, Desktop and Education, including Network Communications, Document Management, Enterprise Application, Department Specific Applications, Web Infrastructure, OPATV Operations, and Motorola Digital Radio Service.

Information Technology Administration

Develops and Implements an overall information technology strategy, architecture and support structure for the operating departments in the City of Opa-locka.

- To develop information management solutions that enable City of Opa-locka government work smarter (leadership).
- To provide an integrated computing system that provides efficient and productive information tools for the city to conduct its business (Integration).
- To deliver a top level of support services to the city departments (Service).
- To make government information more available, accessible, and affordable (Access).
- To align IT investment with organizations needs (Strategy).
- To minimize the cost of technology and information management (Cost of Ownership).

-
- To transform business practices to capture the benefits of automation (Process Redesign).

Server Support

- To provide server support services fundamental to supporting City of Opa-locka information services environment for the City and the Police Department while ensuring that all computer infrastructure remains highly available, reliable, and serviceable.

Desktop and Educational Support

- To provide superior customer service through high level software and hardware support, which meet the professional needs and objectives of city staff.

Communications

- To support, implement, develop and maintain communication system for the City of Opa-locka. Communication systems include telephone services, wireless technology services, Local Area Networks (LAN) and Wide Area Networks (WAN) data communications, two way radio communications, camera surveillance systems, and network security systems.

OPATV

- Continue to produce high quality information through the City of Opa-locka's OPATV operations and all elements related to effective communications from government to the citizens of the City of Opa-locka.

MAJOR ACCOMPLISHMENTS

- Successfully implemented Laserfiche, document management system as a central digital file storage for all official City documents
- Developed and implemented a strategic plan to maintain public access computers at a low cost while not sacrificing the demands of the users
- Implemented a mail archiving system that archives all City emails in order to be fully in compliance with Florida Statute 119
- Designed and built an audio/visual configuration that is removable and portable for use by the City Commission on the 2nd floor for official City meetings.
- Implemented "live" and archived streaming of all City Commission meetings over the City's website to further provide transparency of City meetings.
- Continued to reduce network printers and redirect printing to lower cost multi function devices (copiers)

INFORMATION TECHNOLOGY

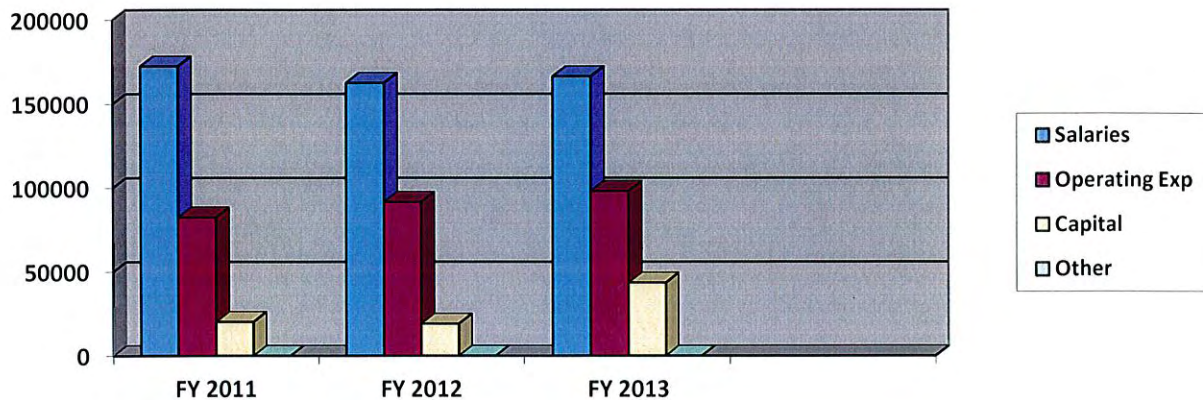
Provide for Increased Public Safety

Continue the City's Beautification and Go-Green Program

- Integrate a Citizen's Request Portal on City's website
- Apply for City recognition on outstanding Information Technology
- Continue growing support for the Police Department's applications
- Implement an offsite location to backup all stored data.
- Deploy new police laptops with new FDLE/FBI security
- Go Green" in all possible situations where the department can

RESOURCE SUMMARY

Category	FY 2011	FY 2012	FY 2013
	Actual	Projected	Budget
Salaries & Benefits	\$172,320	\$162,360	\$166,305
Operating Expenses	82,347	91,500	98,000
Capital Outlay	20,145	19,055	43,520
Other	0	0	0
Total	\$274,812	\$272,915	\$307,825



INFORMATION TECHNOLOGY

DEPARTMENT STAFFING

Position Title	Number Budgeted
IT Director	1
Information Systems Specialist	1
TV/Video Production Assistant	1
Total	3

FY 2013 DEPARTMENT HIGHLIGHTS

-
- Funding in the amount of \$80,000 is included for software licensing.
 - In the Computer Equipment line item, \$40,000 is included for city-wide computer needs.

CITY OF OPA-LOCKA
ADOPTED EXPENDITURES BY FUND / DEPARTMENT
FY 2012-2013

10/26/2012

EXPENDITURES BY LINE ITEM			FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 AMENDED	FY 2012 PROJECTED	FY 2013 DEPT REQUESTS	FY 2013 ADOPTED
FUND	001	GENERAL FUND							
DEPT	20	CITY MANAGER							
DIV	14	INFORMATION TECHNOLOGY							
512110		SALARIES-EXECUTIVE	\$ 68,291	\$ 61,874	\$ 62,775	\$ 62,775	\$ 62,775	\$ 62,775	\$ 62,775
512120		SALARIES-REGULAR	85,980	60,355	65,210	65,210	65,210	62,400	62,400
512130		SALARIES-P/TIME & TEMP	-	-	-	-	-	-	-
512140		OVERTIME	11,074	12,350	5,000	5,000	4,000	5,000	5,000
512210		F. I. C. A. TAXES	22,598	10,389	10,175	10,175	10,175	10,175	9,960
512220		RETIREMENT CONTRIBUTION	16,577	12,375	6,530	6,530	6,530	6,530	6,745
512230		LIFE & HEALTH INSURANCE	18,915	14,977	13,670	13,670	13,670	13,670	19,425
512240		WORKER'S COMPENSATION	-	-	-	-	-	-	-
512245		ACCIDENTAL DEATH	-	-	-	-	-	-	-
512250		UNEMPLOYMENT COMPENSATION	-	-	-	-	-	-	-
512499		VEHICLE ALLOWANCE	2,027	-	-	-	-	-	-
SALARIES AND RELATED COSTS			225,462	172,320	163,360	163,360	162,360	160,550	166,305
512311		EMPLOYEE PHYSICALS	-	-	-	-	-	-	-
512340		OTHER CONTRACTED SERVICES	25,772	6,032	5,000	5,000	-	-	-
512400		TRAVEL & PER DIEM	-	-	-	-	-	5,000	-
512412		TELEPHONE & TELEGRAPH	-	-	-	-	-	-	-
512420		POSTAGE & FREIGHT	-	-	-	-	-	-	-
512440		RENTALS & LEASES	-	-	-	-	-	-	-
512450		GAS/OIL/GREASE	-	-	-	-	-	-	-
512461		REP & MAINT BLDG & EQUIP	-	-	-	-	-	-	-
512465		REPAIR & MAINT-OFFICE EQUIP	-	-	-	-	-	-	-
512470		PRINTING & BINDING	-	-	-	-	-	-	-
512480		PROMOTIONAL ACTIVITIES	-	-	-	-	-	-	-
512493		GENERAL EXPENSES	-	-	-	-	-	-	-
512510		OFFICE SUPPLIES & EXPENSES	639	1,870	4,000	4,000	3,000	3,000	3,000
512520		OPERATING SUPPLIES	10,797	7,138	13,500	13,500	13,500	15,000	15,000
512528		SOFTWARE LICENSING	77,235	67,307	75,000	75,000	75,000	80,000	80,000
512540		PUBL/SUBS/MEMBERSHIPS	-	-	-	-	-	-	-
512541		EDUCATIONAL COSTS	125	-	-	-	-	5,000	-
OPERATING EXPENSES			114,568	82,347	97,500	97,500	91,500	108,000	98,000
512642		OFFICE FURN & EQUIP	-	-	-	-	-	-	-
512648		AUTOMOTIVE LEASE	3,520	3,814	3,520	2,055	2,055	-	3,520
512646		COMPUTER EQUIPMENT	13,484	16,331	20,000	17,000	17,000	190,000	40,000
CAPITAL OUTLAYS			17,004	20,145	23,520	19,055	19,055	190,000	43,520
D I V T O T A L S:			\$ 357,034	\$ 274,812	\$ 284,380	\$ 279,915	\$ 272,915	\$ 458,550	\$ 307,825

COMMUNITY DEVELOPMENT

DEPARTMENT DESCRIPTION

The Planning and Community Development (CDD) is responsible for the direction and coordination of all growth, development and redevelopment related programs. The administration oversees the city's current and long-term planning processes. The Department will continue strengthening the local economy through planning and the expansion and business retention activities for the overall betterment of the city.

The Department will continue strengthening the local economy through meticulous planning and the expansion and retention of businesses activities for the overall betterment of the city and its residents.

Planning and Zoning - responsible for administering the city's current and long range planning efforts including the implementation of land use development, processing rezoning and land use applications, and the development of community neighborhood plans.

Community Development - Assists in the relocation and / expansion of businesses in the City of Opa-locka, FL by providing demographic and market data about the city, information on available space for lease, land for sale, as well as providing incentives to businesses through various county agencies and non-profit organizations.

SERVICES

- Coordinate City's planning activities.
- Recommend updates and amendments to the City's Comprehensive Master Development Plan
- Prepares reports and analysis for applications to the Planning Council, Zoning Board of Appeals, and City Commission.
- Collects and maintains demographic data application to the development and redevelopment of the city.
- Provides recommendations related to business recruitment, retention, and expansion.

COMMUNITY DEVELOPMENT

MAJOR ACCOMPLISHMENTS

- Assisted in drafting the Magnolia North Redevelopment Ordinance. This ordinance in the primary redevelopment toot for the Magnolia North area.
- Assisted in preparing HUD application resulting in a grant awarded to the City in updating the comprehensive plans, zoning ordinances, architectural guidelines, neighborhood and sector plans for Magnolia North, Niles Garden and City Center. The City of Opa-locka was the only City in the State of Florida to be awarded this grant.
- CDD was selected by the South Florida Regional Planning Council to represent the State of Florida Planning Officials at the National Policy Link Convention.
- Responsible for the successful adoption of the Comprehensive Master Development Plan amendments.

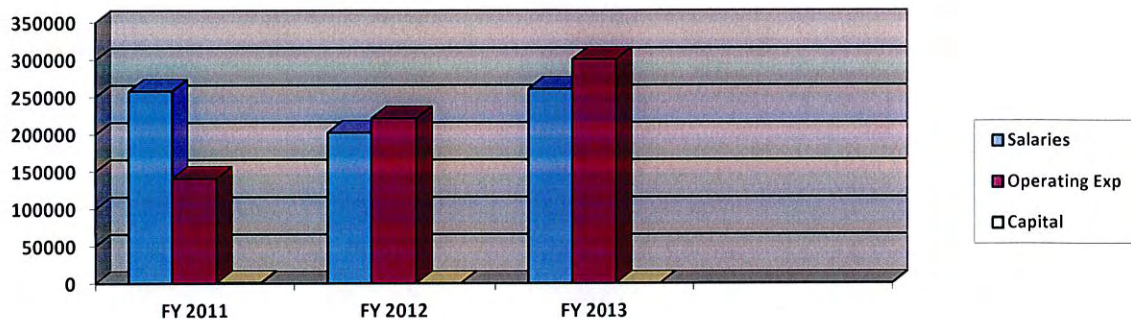
GOALS

City Goals	Department Goals
Continue the Beautification and Go-Green Program	• Develop green guidelines for the Department.
Increase Development	• Continue to monitor community and economic development climate to better enhance business retention and attraction. • Manage the 2011 Community Challenge grant, Opa-locka Community Development contractor, and Planning firm. • Continue to recommend changes in the zoning regulations to carry out the intent of the Comprehensive Plan. • Implement a "First Step" program that will reduce the development review time for persons or groups desiring to locate a new business in the City and create a more user friendly system for current businesses. • Commence the process of updating the City's 5-year capital improvement plan.

COMMUNITY DEVELOPMENT

RESOURCE SUMMARY

	FY 2011	FY 2012	FY 2013
Category	Actual	Projected	Budget
Salaries & Benefits	\$257,687	\$202,032	\$260,365
Operating Expenses	140,752	221,100	300,330
Capital Outlay	843	0	0
Other	0	0	0
Total	\$399,282	\$423,132	\$560,695



DEPARTMENT STAFFING

Position Title	Number Budgeted
Community Development Director	1
Planner	1
Zoning Officer	1
Executive Secretary	1
Summer Interns	2
Totals	6

FY 2013 DEPARTMENT HIGHLIGHTS

- In the Other Professional Services line item, \$20,000 is included as the City's match for the Community Challenge Grant.
- Community Challenge Grant expenses are included in the amount of \$200,000.
- Two summer interns provided by the Community Challenge grant are included.
- The Executive Secretary position is included in the FY 2012-2013 budget.

CITY OF OPA-LOCKA
ADOPTED EXPENDITURES BY FUND / DEPARTMENT
FY 2012-2013

10/26/2012

EXPENDITURES BY LINE ITEM			FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 AMENDED	FY 2012 PROJECTED	FY 2013 DEPT REQUESTS	FY 2013 ADOPTED
FUND	001	GENERAL FUND							
DEPT	15	COMMUNITY DEV							
DIV	37	COMPREHENSIVE PLANNING							
515110		SALARIES-EXECUTIVE	\$ 102,348	\$ 138,370	\$ 142,800	\$ 142,800	\$ 142,800	\$ 132,810	\$ 132,810
515120		SALARIES-REGULAR	60,448	63,003	5,675	5,675	32,075	31,200	64,950
515130		SALARIES - PART TIME	-	-	-	-	-	14,400	14,400
515140		OVERTIME	-	592	-	-	-	-	-
515210		F. I. C. A. TAXES	13,080	15,993	11,360	11,360	11,360	13,645	16,230
515220		RETIREMENT CONTRIBUTION	19,921	17,948	7,290	7,290	7,290	9,120	10,775
515230		LIFE & HEALTH INSURANCE	14,103	18,181	8,507	8,507	8,507	14,420	21,200
515240		WORKER'S COMPENSATION	-	-	-	-	-	-	-
515245		ACCIDENTAL DEATH	-	-	-	-	-	-	-
515250		UNEMPLOYMENT COMPENSATION	-	-	-	-	-	-	-
515499		VEHICLE ALLOWANCE	5,350	3,600	-	-	-	-	-
SALARIES AND RELATED COSTS			215,250	257,687	175,632	175,632	202,032	215,595	260,365
515311		EMPLOYEE PHYSICALS	-	-	-	-	-	-	-
515312		OTHER PROFESSIONAL SERVICES	57,722	122,993	40,000	20,000	10,000	20,000	20,000
515340		OTHER CONTRACTED SERVICES	-	-	-	-	-	-	67,880
515400		TRAVEL - PER DIEM	-	-	-	-	-	1,500	-
515421		TEL & TEL	-	-	-	-	-	-	-
515420		POSTAGE & FREIGHT	-	251	250	250	100	250	250
515430		ELECTRIC WATER & GAS	-	-	-	-	-	-	-
515440		RENTALS & LEASES	11,784	12,800	8,000	8,000	8,000	8,000	8,000
515461		REPAIR & MAINT-BLDG & EQUIP	-	-	-	-	-	-	-
515465		REPAIR & MAINT-OFFICE EQUIP	-	-	-	-	-	600	-
515470		PRINTING & BINDING	1,015	1,717	1,750	1,750	800	2,000	1,500
515490		LEGAL ADVERTISING	-	-	-	-	-	-	-
515491		OTHER ADVERTISING	-	-	-	-	-	-	-
515493		GENERAL EXPENSES	567	59	200	200	200	200	200
515510		OFFICE SUPPLIES & EXPENSES	3,112	2,856	2,000	1,500	1,500	2,000	2,000
515520		OPERATING SUPPLIES	202	76	750	750	500	750	500
515531		COMMUNITY CHALLENGE GRANT	-	-	-	200,000	200,000	-	200,000
515540		PUBL/SUBS/MEMBERSHIPS	-	-	-	-	-	850	-
515541		EDUCATIONAL COSTS	-	-	-	-	-	2,500	-
515546		BOOKS	-	-	-	-	-	-	-
OPERATING EXPENSES			74,402	140,752	52,950	232,450	221,100	38,650	300,330
515640		MACHINERY & EQUIPMENT	-	-	-	-	-	-	-
515642		OFFICE FURN & EQUIP	-	-	-	-	-	-	-
515643		COMMUNICATION EQUIP	-	-	-	-	-	-	-
515646		COMPUTER EQUIPMENT	-	843	-	-	-	-	-
515648		AUTOMOTIVE LEASE	-	-	-	-	-	-	-
515641		AUTOMOTIVE EQUIPMENT	-	-	-	-	-	-	-
CAPITAL OUTLAYS			-	843	-	-	-	-	-
DIV TOTAL:			\$ 289,652	\$ 399,282	\$ 228,582	\$ 408,082	\$ 423,132	\$ 254,245	\$ 560,695

BUILDING & LICENSES

DEPARTMENT DESCRIPTION

The Building and Licensing Department issues occupational licenses, building, electrical, mechanical, roofing, plumbing permits and certificates of occupancy in the City. In addition, the department enforces building and zoning codes in accordance with local City codes and south Florida Building Codes, to protect the health, welfare and safety of the City residents and visitors of the city.

Our mission is to provide safe and healthy structures through the effective application of construction code standards, professional inspections and quality service to the citizens of the City of Opa-locka.

SERVICES

- * Provide review of City Codes, Florida Building & Zoning Codes and County Land Development.
- * Review building/land development applications to ensure consistency with Comprehensive Master Plan.
- * Provide inspections to ensure compliance with the occupational license ordinance.
- * Provide inspections of building construction activity for compliance with codes
- * Review building plans.
- * Issue permits and certificates of occupancy.
- * Issue notices to owners of 40-year old buildings to comply with the structural and electrical inspection for building recertification and review consultant's reports.

ACCOMPLISHMENTS

- Sherbondy Park Community Center: Community Center construction is complete.
- Entered into a contract with C.A.P. Government, Inc to provide building plans review and inspection services. Substantial savings are expected from contracting these services instead of hiring employees.

BUILDING & LICENSES

GOALS

City Goals

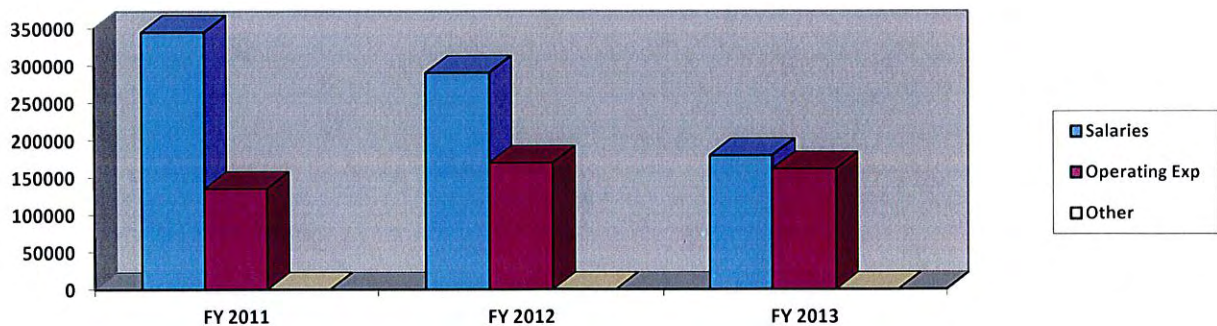
Increase Development throughout the City

Department Goals

- Attract developers to start new projects in the City.
- Continue to provide efficient customer-friendly and responsive building services.
- Effectively expedite and coordinate the permit process of capital improvement and construction projects.
- Provide uniformity and consistency in the interpretation and enforcement of the Florida Building Code.
- Continue to enforce regulations governing buildings and unsafe structures while responding to the building industry and protecting citizens.

RESOURCE SUMMARY

	FY 2011	FY 2012	FY 2013
Category	Actual	Projected	Budget
Salaries & Benefits	\$344,558	\$290,202	\$178,880
Operating Expenses	135,017	169,300	161,000
Capital Outlay	0	0	0
Other	-	-	-
Total	\$479,575	\$459,502	\$339,880



BUILDING & LICENSES

DEPARTMENT STAFFING

Position Title	Number Budgeted
Administrative Assistant	2
Building Clerk	1
Total	3

FY 2013 DEPARTMENT HIGHLIGHTS

→ In other professional services, \$150,000 to pay C.A.P. Government for services pertaining to building plans review and inspection services.

CITY OF OPA-LOCKA
ADOPTED EXPENDITURES BY FUND / DEPARTMENT
FY 2012-2013

10/26/2012

EXPENDITURES BY LINE ITEM		FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 AMENDED	FY 2012 PROJECTED	FY 2013 DEPT REQUESTS	FY 2013 ADOPTED
FUND	001 GENERAL FUND							
DEPT	24 BUILDING & OCC. LICENCES							
DIV	30 PROTECTIVE INSPECTIONS							
524110	SALARIES-EXECUTIVE	\$ 101,282	\$ 95,617	\$ 161,200	\$ 98,649	\$ 98,649	\$ -	\$ -
524120	SALARIES-REGULAR	166,986	166,439	99,030	144,725	144,725	138,800	138,800
524130	SALARIES-P/TIME & TEMP	-	-	-	-	-	-	-
524140	OVERTIME	1,833	1,063	-	-	400	-	-
524210	F. I. C. A. TAXES	21,632	20,877	19,910	18,618	18,618	10,620	10,620
524220	RETIREMENT CONTRIBUTION	31,387	25,426	12,775	11,950	11,950	7,205	7,200
524230	LIFE & HEALTH INSURANCE	27,797	28,113	19,632	15,860	15,860	17,150	22,260
524240	WORKER'S COMPENSATION	-	-	-	-	-	-	-
524245	ACCIDENTAL DEATH	-	-	-	-	-	-	-
524250	UNEMPLOYMENT COMPENSATION	-	-	-	-	-	-	-
524499	TRAVEL-PRIVATE VEHICLE	8,620	7,023	-	-	-	-	-
SALARIES AND RELATED COSTS		359,537	344,558	312,547	289,802	290,202	173,775	178,880
524311	EMPLOYEE PHYSICALS	-	-	-	-	-	-	-
524312	OTHER PROFESSIONAL SERVICES	50,212	114,169	50,000	80,000	160,000	150,000	150,000
524340	OTHER CONTRACTED SERVICES	-	-	-	-	-	-	-
524341	CLOTHING & UNIFORM ALLOWANCE	-	-	-	-	-	-	-
524390	CONTINGENCIES	-	-	-	-	-	-	-
524400	TRAVEL-PER DIEM	50	1,153	-	-	-	-	-
524420	POSTAGE	9	717	-	-	-	-	-
524421	TELEPHONE	-	-	-	-	-	-	-
524440	RENTALS & LEASES	5,302	5,211	3,800	3,800	3,800	5,000	5,000
524450	GAS/OIL/GREASE	-	-	-	-	-	-	-
524461	REPAIR & MAINT-BLDG & EQUIP	-	-	-	-	-	-	-
524465	REPAIR & MAINT-OFFICE EQUIP	-	-	-	-	-	-	-
524470	PRINTING & BINDING	418	1,349	1,000	1,000	1,000	1,000	1,000
524493	GENERAL EXPENSES	956	8,567	2,500	2,500	2,500	2,000	2,000
524510	OFFICE SUPPLIES & EXPENSES	3,063	2,662	1,500	2,000	2,000	2,500	2,500
524520	OPERATING SUPPLIES	465	616	500	-	-	500	500
524540	PUBL/SUBS/MEMBERSHIPS	249	223	-	-	-	-	-
524541	EDUCATIONAL COSTS	1,029	350	-	-	-	-	-
524546	BOOKS	-	-	-	-	-	-	-
52466	REPAIR & MAINT MACH & eQUIP	-	-	-	-	-	-	-
OPERATING EXPENSES		61,753	135,017	59,300	89,300	169,300	161,000	161,000
524642	OFFICE FURN & EQUIP	-	-	-	-	-	-	-
524630	COMMUNICATION EQUIP	-	-	-	-	-	-	-
524644	PUBLIC SAFETY EQUIPMENT	-	-	-	-	-	-	-
524646	COMPUTER EQUIP	-	-	-	-	-	-	-
CAPITAL OUTLAYS		-	-	-	-	-	-	-
TOTAL BUILDING & OCC. LICENSES,		\$ 421,290	\$ 479,575	\$ 371,847	\$ 379,102	\$ 459,502	\$ 334,775	\$ 339,880

CODE ENFORCEMENT

DEPARTMENT DESCRIPTION

The City of Opa-locka Code Enforcement Division is responsible for enforcement of the City's Code of Ordinance which includes inspections for occupational license. Codes have been adopted over the years to protect the health, safety, and welfare of all who live, work, or visit in the City. They also establish standards to ensure a positive effect on property value, community appearance, and neighborhood pride.

Adherence to City Codes and maintenance of property is the responsibility of each and every citizen. Structures that are not maintained...deteriorate; devalue neighborhoods, and encourage crime; contributing to the blight in a community. As the City ages, it becomes more critical for property owners to be aware and comply with the City's codes. Code Enforcement provides an effective means of educating and enforcing the Code of Ordinance to ensure that the City ages gracefully and maintains its quality of life.

The primary objectives of the Code Enforcement Department personnel is to patrol the City on a daily basis and monitor for City Ordinance compliance, and where there are violations, provide ample opportunity for the subject violator to come into compliance in a reasonable time period. In circumstances where violations are deemed egregious or repetitive, immediate punitive fines are assessed. The Department is also charged with the responsibility of performing outreach to all of the residents, business leaders, and visitors to the City and informing them of the importance of adherence to the City Ordinances and how these rules benefit them as valued City stakeholders.

While punitive measures are available means to persuade conformity, it is the goal of the City to encourage voluntary compliance. However, to enforce the codes and ordinances, governing legislation has provided several tools to accomplish this task through both quasi-judicial and judicial means.

SERVICES

- | | |
|--|---|
| <ul style="list-style-type: none">* Educate the public on minimum property maintenance standards, zoning regulations and sources of assistance.* Inspect properties for maintenance and zoning regulations.* Enforce compliance through voluntary efforts, City Abatement and/or legal action. | <ul style="list-style-type: none">* Resolve citizen's complaints in regards to illegal dumping, property maintenance, etc.* Monitor signage and weed control issues that affect City beautification. |
|--|---|

CODE ENFORCEMENT

ACCOMPLISHMENTS

- Increased citations by over 35%. The increase in productivity has increased revenue for code violations by 100%.
- Began aggressively enforcing the landlord tenant permits which has improved the living conditions of renters within the City and increased revenue from \$4,920 in FY 2011 to an estimated \$60,000 in FY 2012.
- With the assistance of the Utility Billing Department, diligently began uncovering tenants and owners with illegal water connections and bringing them into compliance.
- Aggressively addressing illegal trash dumping and implemented a request system for extraordinary trash pick up service.
- Created a "Keep Opa-locka Beautiful" program that focuses on regular painting of homes and businesses, upkeep of empty/abandoned properties, clean streets, and enclosure of dumpsters.

DEPARTMENT STAFFING

Position Title	Number Budgeted
Code Enforcement Director	1
Code Enforcement Officer	4
Total	5

GOALS

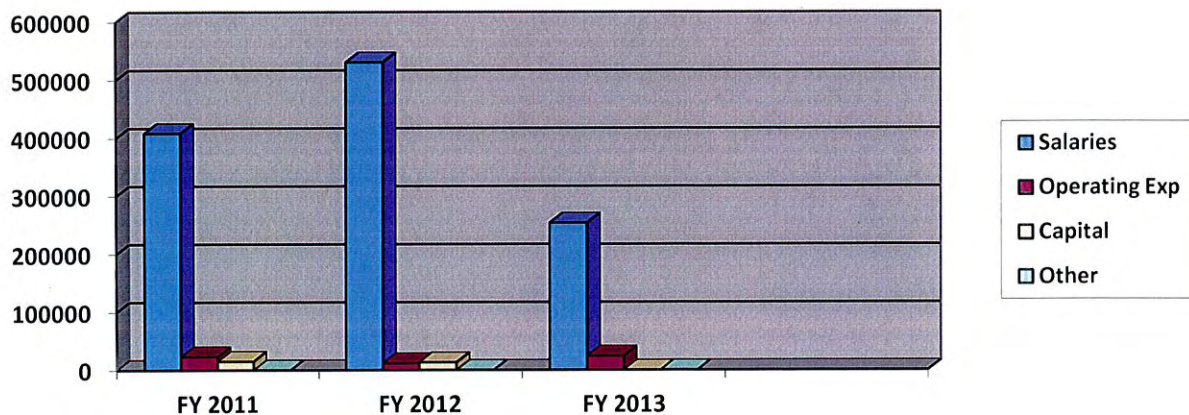
City Goals	Department Goals
Increase Revenue	• Follow due process to assure revenues invested in prosecuting violators are properly recovered in accordance to city, state and federal laws, and state and respecting the rights of all residents. • Continue Special Master proceedings, especially commercial and industrial properties and occupational license holders having outstanding City debts.
Improve the Overall City Perception	• Deliver educational materials to the residents via mail outs, local articles, the City's website, flyers and a code manual identifying and explaining the City's code of ordinances.

CODE ENFORCEMENT

- Work in collaboration with the Police Department, Public Works and Utilities Department, and the Building and Licensing departments to facilitate mandatory compliance with City ordinances and codes to promote and maintain a safe and desirable living and working environment.
- Work closely with the Community Development department to identify illegally zoned business and corrective measures.
- Maintain an attractive, safe, and healthy environment in order to provide a high quality of life for our residents and visitors.
- Provide timely professional code enforcement to the citizens of the City of Opa-locka.
- Provide timely professional code enforcement to the citizens of the City of Opa-locka.

RESOURCE SUMMARY

	FY 2011	FY 2012	FY 2013
Category	Actual	Projected	Budget
Salaries & Benefits	\$407,773	\$530,205	\$253,345
Operating Expenses	22,901	11,700	23,900
Capital Outlay	14,942	13,095	0
Other	0	0	0
Total	\$445,616	\$555,000	\$277,245



CODE ENFORCEMENT

FY 2013 DEPARTMENT HIGHLIGHTS

- In the Other Professional Services line item, funding is included for the Special Master Services.
- The Urban Rangers were transferred to the Public Works Department. However, the Code Enforcement Department will continue to work closely with the Urban Rangers to quickly correct any public nuisance.

CODE ENFORCEMENT REVENUES

Revenue Source	FY 2011 Actual	FY 2012 Projected	FY 2013 Budget
Code Violations	\$101,266	\$200,000	\$165,000
Code Enf Board Adm Fees	3,986	3,500	3,500
Total	\$105,252	\$203,500	\$168,500

CITY OF OPA-LOCKA
ADOPTED EXPENDITURES BY FUND / DEPARTMENT
FY 2012-2013

10/26/2012

EXPENDITURES BY LINE ITEM		FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 AMENDED	FY 2012 PROJECTED	FY 2013 DEPT REQUESTS	FY 2013 ADOPTED
FUND	001 GENERAL FUND							
DEPT	15 CODE ENFORCEMENT							
DIV	23 CODE ENFORCEMENT							
515110	SALARIES-EXECUTIVE	\$ 21,065	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
515120	SALARIES-REGULAR	320,637	300,428	267,640	447,105	447,105	267,640	187,740
515125	SALARIES - PBA MERIT	-	-	-	-	-	-	-
515130	SALARIES-P/TIME & TEMP	-	-	-	-	-	-	-
515140	OVERTIME	24,118	5,338	5,000	5,000	5,000	5,000	5,000
515210	F. I. C. A. TAXES	28,383	23,432	20,855	34,585	29,200	20,855	14,745
515220	RETIREMENT CONTRIBUTION	32,027	25,738	13,385	22,200	18,900	13,385	10,005
515230	LIFE & HEALTH INSURANCE	58,278	52,837	35,520	30,000	30,000	35,520	35,855
515240	WORKER'S COMPENSATION	-	-	-	-	-	-	-
515245	ACCIDENTAL DEATH	-	-	-	-	-	-	-
515250	UNEMPLOYMENT COMPENSATION	-	-	-	-	-	-	-
515499	TRAVEL - PRIVATE VEHICLE	923	-	-	-	-	-	-
SALARIES AND RELATED COSTS		485,431	407,773	342,400	538,890	530,205	342,400	253,345
515311	EMPLOYEE PHYSICALS	-	-	-	-	-	-	-
515312	OTHER PROFESSIONAL SERVICES	15,624	5,417	10,000	-	-	10,000	10,000
515340	OTHER CONTRACTED SERVICES	-	-	100,000	-	-	-	-
515390	CONTINGENCIES	-	-	-	-	-	-	-
515400	TRAVEL & PER DIEM	-	-	-	-	-	-	-
515420	POSTAGE	-	692	400	400	200	400	400
515421	TELEPHONE	-	-	-	-	-	-	-
515440	RENTALS & LEASES	-	-	-	-	-	-	-
515450	GAS/OIL/GREASE	-	-	-	-	-	-	-
515466	REPAIR & MAINT-VEH & EQUIP	-	-	-	-	-	-	-
515467	REPAIR & MAINT/MACH & EQUIP	-	-	-	-	-	-	-
515470	PRINTING & BINDING	120	30	-	-	-	-	-
515493	GENERAL EXPENSES	2,760	4,866	2,000	1,000	1,000	1,000	1,000
515510	OFFICE SUPPLIES & EXPENSES	1,767	691	3,000	3,000	1,500	2,000	2,000
515520	OPERATING SUPPLIES	3,254	7,633	8,000	6,000	6,000	8,000	8,000
515521	CLOTHING & UNIFORM EXPENSES	2,371	3,572	3,000	3,000	3,000	2,500	2,500
515540	PUBL/SUBS/MEMBERSHIPS	-	-	-	-	-	-	-
515541	EDUCATIONAL COSTS	-	-	-	-	-	-	-
OPERATING EXPENSES		25,896	22,901	126,400	13,400	11,700	23,900	23,900
515641	AUTOMOTIVE EQUIPMENT	-	-	-	-	-	-	-
515642	OFFICE FURNITURE & EQUIP	-	-	-	-	-	-	-
515644	COMMUNICATION EQUIP	-	-	-	-	-	-	-
515646	COMPUTER EQUIPMENT	-	-	-	-	-	-	-
515648	AUTOMOTIVE LEASE	13,792	14,942	14,000	14,000	13,095	-	-
CAPITAL OUTLAYS		13,792	14,942	14,000	14,000	13,095	-	-
521980	DEPRECIATION	-	-	-	-	-	-	-
OTHER EXPENSES		-	-	-	-	-	-	-
TOTAL CODE COMPLIANCE		\$ 525,119	\$ 445,616	\$ 482,800	\$ 566,290	\$ 555,000	\$ 366,300	\$ 277,245

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PARKS & RECREATION

DEPARTMENT DESCRIPTION

The Parks and Recreation Department provides oversight to recreation facilities, activities, and programs to meet the demands for leisure time opportunities for Opa-locka residents. The department plays a major role in maintaining a sense of community pride and providing quality of life expected by the residents. This role is exemplified through the department's delivery of programs and services that enhance the city's attractiveness as a desired place to live, work, and visit.

Sherbondy, Segal, and Ingram Parks provide open spaces and avenues for participation and enjoyment of leisure, fitness and cultural programs offered by the department.

SERVICES

- Football/Cheerleading Program-Entering the 8th year this fall under the City of Opa-Locka, the football program is striving to becoming the signature sporting program. The staff is attempting to field teams @ Ingram and Sherbondy for the first time in the city's history.
- Girl Scouts-Entering the 4rd year this fall the program is dedicated solely to all girls in an accepting and nurturing atmosphere. The purpose of building character and skills for success. In partnership with committed adult volunteers, the girls develop qualities that will serve and assist with leadership, self-esteem and strong values.
- Baseball-Entering the 8th year this spring under the City of Opa-Locka. The program has increased the previous years with the goal of fielding teams @ Ingram and Sherbondy Park for the first time in the city's history.
- Seniors on the Move-The Seniors program helps improve and enhance the quality of life for the seniors and the communities. The seniors are able to fellowship and share their knowledge, wisdom and experiences with others. The seniors are heavily involved in city sponsored events, activities and or field trips. The Parks/Recreation Department's goal is to further enhance and introduce additional resources and recommend increased future funding for their annual budget.
- Camps (Spring, Summer & Winter). The camps are designed to assist the youths in programming and learning skills while out of school by providing structured activities that include arts/crafts, field trips and life skills.

PARKS & RECREATION

- Special Events-Community Meets the Parks/Recreation Staff; Easter Egg Hunt; and annual Toy giveaway.

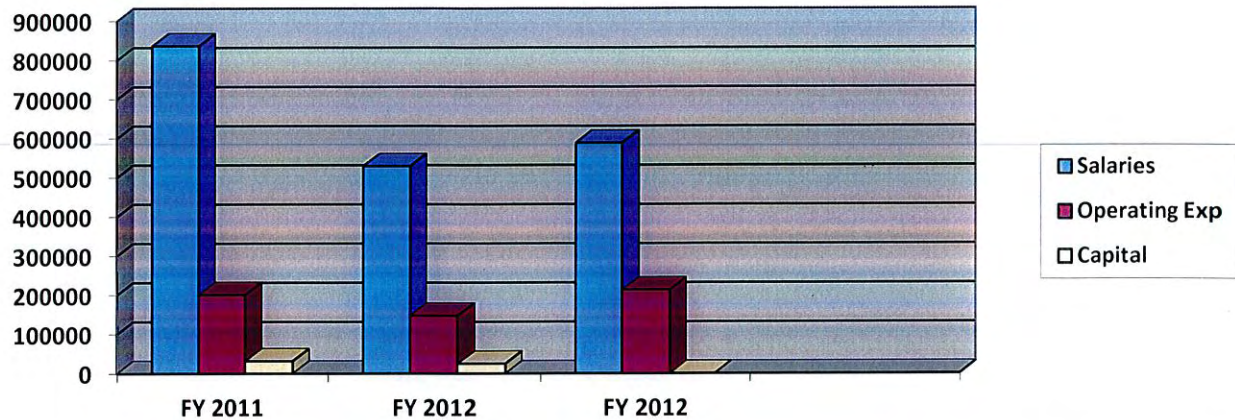
GOALS

City Goals	Department Goals
Improve City's Overall Perception	• Continue to enhance and improve the coordinated efforts of all public agencies while providing citizens and visitors with recreational programs and entertainment. • Continue to maintain and develop partnerships in the community to develop facility usage and programs to meet individual/group neighborhood needs. • Continue our membership and networking of the South Florida Parks/Recreation Association.
Increase Public Safety	• Continue to educate and train our administrative staff and supervisors in rules/regulations governing Certified Park/Recreation Professionals (CPRP) through the National Recreation/ Parks Association (NRPA). • Continue to update present and new staff on the required certifications in First Aid/CPR.

.RESOURCE SUMMARY

	FY 2011	FY 2012	FY 2013
Category	Actual	Projected	Budget
Salaries & Benefits	\$835,833	\$528,810	\$588,320
Operating Expenses	200,488	147,225	212,870
Capital Outlay	31,368	24,799	0
Other	0	0	0
Total	\$1,067,689	\$700,834	\$801,190

PARKS & RECREATION



DEPARTMENT STAFFING

Position Title	Number Budgeted
Department Director	1
Assistant Director	1
Senior Citizens Coordinator	1
Recreation Supervisor	1
Recreation Leader	6
Executive Secretary	1
Driver	1
Certified Lifeguard	1
Total	13

FY 2013 DEPARTMENT HIGHLIGHTS

- In the Other Professional Services line item, \$60,000 is to hire a landscape contractor to cut the three City Parks.
- An Recreation Leaders and a Certified Lifeguard was added due to the needs generated from the Sherbondy Park Community Center.

CITY OF OPA-LOCKA
ADOPTED EXPENDITURES BY FUND / DEPARTMENT
FY 2012-2013

10/26/2012

EXPENDITURES BY LINE ITEM		FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 AMENDED	FY 2012 PROJECTED	FY 2013 DEPT REQUESTS	FY 2013 ADOPTED
FUND	001 GENERAL FUND							
DEPT	72 PARKS & RECREATION							
DIV	72 PARKS & RECREATION							
572110	SALARIES-EXECUTIVE	\$ 142,141	\$ 85,275	\$ 119,825	\$ 119,825	\$ 119,825	\$ 119,415	\$ 105,280
572120	SALARIES-REGULAR	403,968	493,566	277,660	277,660	277,660	414,940	323,420
572130	SALARIES-PART TIME	-	-	-	-	-	-	-
572140	OVERTIME	28,154	53,077	13,000	13,000	20,000	15,000	15,000
572210	F. I. C. A. TAXES	44,706	50,561	31,410	31,410	31,410	42,025	33,945
572220	RETIREMENT CONTRIBUTION	59,727	56,371	20,150	20,150	20,150	28,510	23,025
572230	LIFE & HEALTH INSURANCE	96,456	94,675	59,765	59,765	59,765	86,300	87,650
572240	WORKER'S COMPENSATION	-	-	-	-	-	-	-
572245	ACCIDENTAL DEATH	-	-	-	-	-	-	-
572250	UNEMPLOYMENT COMPENSATION	-	-	-	-	-	-	-
572499	TRAVEL - PRIVATE VEHICLE	-	2,308	-	-	-	-	-
SALARIES AND RELATED COSTS		775,152	835,833	521,810	521,810	528,810	706,190	588,320
572311	EMPLOYEE PHYSICALS	-	-	-	-	-	-	-
572312	OTHER PROFESSIONAL SERVICES	14,482	4,885	-	-	1,575	23,000	-
572340	OTHER CONTRACTED SERVICES	10,855	7,985	50,000	40,000	6,000	64,000	60,000
572341	UNIFORM RENTAL/LAUNDRY	-	312	-	-	-	-	-
572400	TRAVEL AND PER DIEM	-	-	-	-	-	-	-
572412	TELEPHONE	-	-	-	-	-	-	-
572420	POSTAGE	-	-	-	-	-	-	-
572430	ELECTRIC., GAS & WATER	-	-	-	-	-	-	-
572440	RENTALS & LEASES	45,563	44,511	31,270	31,270	42,000	-	33,470
572461	REPAIR & MAINT-BLDG & EQUIP	14,935	10,882	19,000	15,000	7,000	95,000	19,000
572465	REPAIR & MAINT-OFFICE EQUIP	-	-	-	-	-	-	-
572467	REPAIR & MAIN MACH/EQUIP	1,305	997	-	-	-	-	-
572480	PROMOTIONAL ACTIVITIES	28,447	25,747	19,400	19,400	10,000	-	19,400
572481	RECREATION PROGRAMS	52,031	44,289	30,000	30,000	30,000	-	30,000
572485	RECREATIONAL ACTIVITIES (SPORTS)	17,741	26,884	20,000	20,000	20,000	25,000	20,000
572493	GENERAL EXPENSES	9,688	796	-	-	-	-	-
572450	GAS/OIL/GREASE	-	-	-	-	-	-	-
572510	OFFICE SUPPLIES & EXPENSES	4,430	3,000	3,000	3,000	3,000	50,000	3,000
572520	OPERATING SUPPLIES	7,844	15,318	10,000	9,650	9,650	15,000	10,000
572541	EDUCATIONAL COSTS	-	-	-	-	-	-	-
572552	ELDERLY SERVICES	20,629	14,882	20,000	18,000	18,000	20,000	18,000
572525	CHEMICAL SUPPLIES	436	-	-	-	-	-	-
572526	LIBRARY CARD ASSISTANCE	-	-	-	-	-	-	-
572527	COMMUNITY RELATIONS BOARD EXPENSES	-	-	-	-	-	-	-
572466	REPAIR & MAINT-VEH & EQUIP	-	-	-	-	-	-	-
OPERATING EXPENSES		228,386	200,488	202,670	186,320	147,225	292,000	212,870
572630	IMPROV OTHER THAN BLDG	47,886	17,355	-	-	11,087	80,000	-
572640	MACHINERY & EQUIP	12,146	800	-	-	-	-	-
572642	OFFICE FURN & EQUIP	1,013	-	-	350	500	-	-
572646	COMPUTER EQUIPMENT	-	-	-	-	-	-	-
572750	INTEREST	-	-	-	-	-	-	-
572730	OTHER DEBT SERVICE COSTS	-	-	-	-	-	-	-
572740	E- LIBRARY	-	-	-	-	-	-	-
572648	AUTOMOTIVE LEASE	13,213	13,213	13,212	13,212	13,212	19,212	-
TOTAL OUTLAY		74,258	31,368	13,212	13,562	24,799	99,212	-
TOTAL PARKS AND RECREATION DEPARTMENT		\$ 1,077,796	\$ 1,067,689	\$ 737,692	\$ 721,692	\$ 700,834	\$ 1,097,402	\$ 801,190

POLICE DEPARTMENT

DEPARTMENT DESCRIPTION

"The mission of the City of Opa-locka Police Department is to enhance the quality of life, environment, and safety of our citizens, employees, businesses and visitors in an atmosphere of courtesy, integrity and quality service."

Our mission encompasses the full spectrum of police services, including but not limited to, response to calls for service, preparation of reports to calls for service, preparation of reports documenting events, investigations of crimes occurring within the City, apprehension of persons committing those crimes, suppression of unlawful activity, traffic safety enforcement, the development of intelligence related to criminal acts committed or to be committed in order to prevent their occurrence or ensure the apprehension of the offenders.

The Police Department is divided into six bureaus: Office of the Chief, Criminal Investigative Division, Operations (Uniform Patrol) Division, and Administrative Support Services.

OFFICE OF THE CHIEF

The Office of the Chief is responsible for overall management and supervision of the operations of the Police Department. The Office is supervised by the Police Chief and is staffed by the Deputy Chief of Police and the Executive Secretary. The Deputy Chief of Police is the liaison with all Emergency Management Operations and Homeland Security.

Professional Compliance Bureau - Formerly known as Internal Affairs, the Professional Compliance Bureau (PCB) is tasked with Professional Integrity investigations of all Police Department personnel, as well as employees of other City entities as necessary. In addition, the Unit handles background investigations as deemed necessary by the Chief of Police. The PCB also coordinates State and Federally mandated training for sworn personnel in order to insure that their police certifications are maintained and current.

OPERATIONS (UNIFORM PATROL) DIVISION

The Operations Uniform Patrol Division is responsible for providing uniformed services to the public, including patrol, preliminary investigation, traffic enforcement, and accident investigation. The personnel in this unit are usually the first contact a citizen has with the police. Their ability to mediate disputes, calm nervous or distraught victims and, at the same time, get the information necessary to make an informed decision as to what course of action to pursue is critical to the effectiveness of the Department as a whole. They generate the reports concerning criminal activity that are the first step in the investigative process.

POLICE DEPARTMENT

Uniform patrol officers are the foundation of the Department.. Each officer is assigned to a specific zone or area to patrol. The purpose of the increased number of officers for this division is to provide a swift and safe response to calls for police service and to render aid and assistance to victims of criminal activity or accidents.

The Operations Uniform Patrol Division is supervised by a Major and broken up into three (3) platoons that work a 10-hour hour shift. Each platoon is supervised by a Lieutenant and the actual road patrol is supervised by a Sergeant for each platoon. The Sergeant is responsible for direct supervision of assigned personnel, reviewing all reports generated by the platoon, and completing necessary summaries at the end of the work shift. Corporals patrol the City at large and handle calls when the Sergeant is present. In the absence of the Sergeant, the Corporal assumes the duties and responsibilities of the Sergeant.

Traffic Unit - A part of the Operations (Uniform Patrol) Division, the Traffic Unit, is comprised of three (3) police officers specifically assigned to enforce the traffic laws within the City. They are deployed during hours and in locations that an analysis of traffic accidents and noted repeat violations indicate they would have the greatest impact on public safety.

Records Section - The Records Section is responsible for the maintenance of all police reports generated by the various operational and investigative sections where a case number has been issued. The reports are sorted by type of crime/incident and type of Suspect/Offender (adult or juvenile) and then by case number. Accident reports are also maintained in separate files by month of occurrence. The Records Clerk must copy all accident files and forward them to Tallahassee on a monthly basis.

Intelligence Analyst/UCR Specialist – The Intelligence Analyst collects criminal activity statistics each week and prepares a computerized statistical report (CompStat) for review by all Command Staff and supervisory personnel on a weekly basis. In addition, the Crime Analyst submits statistical information required by the State and FBI.

Part Time Reserve Officer Program - The reserve officer program is a means of augmenting available sworn personnel in case of special operations, special events, civil disorder, or other emergency operations. The program is staffed by certified law enforcement officers who volunteer twenty (20) hours of their time per month in order to assist the Police Department and retain their Florida Department of Law Enforcement Division of Standards and Training Police Certification. Although the Reserve Officers have a clearly delineated rank structure, that structure is strictly within the Reserve Program itself. All Reserve Officers are subject to the direction and instructions of full-time sworn police personnel. The City is responsible for Worker's Compensation and life insurance, as well as replacing damaged uniform items while the Reserve Officers are operating in an on-duty basis. Reserve Officers are compensated \$1 per year.

POLICE DEPARTMENT

CRIMINAL INVESTIGATIVE DIVISION

The General Investigative Division Unit (GIU) is responsible for the follow up investigation of crimes originally reported to the Operations Division. They gather the necessary information and evidence to clear pending cases and secure arrests where appropriate. The Division is commanded by a Captain who assigns and follows up on special investigations. Detectives perform the bulk of the investigations in the field, including victim and subject interviews, photo lineups, taking witness statements and, when necessary or expedient, processing a crime scene for physical evidence.

Vice, Intelligence and Narcotics Unit/Crime Suppression Team (VIN/CST) - The unit is responsible for undercover investigations relating, but not limited to, drug sales, prostitution and gambling. They also coordinate with other Federal, State, County and Municipal law enforcement agencies conducting similar investigations. They gather information and plan and execute special anti crime operations. They share pertinent information with other Departmental Divisions/Units as well as outside agencies when appropriate.

Crime Scene - The Crime Scene Investigator is responsible for processing (photographing, fingerprinting, evidence collection, etc) scenes where criminal acts have occurred, or vehicles and/or items which were involved in such crimes.

ADMINISTRATIVE DIVISION

The Administrative Division is responsible for the daily internal operations of the Police Department as well as general services provided to the public from Police Headquarters. The Administrative Division is supervised by a Major who is responsible for Communications, School Crossing Guards, Crime Watch, Community Policing and the Community Empowerment Team. Additionally, the Administrative Major assists the Deputy Chief with Grant Coordination and Special Projects.

Communications Section – The Communications Section (Communication Operators) serves many roles. They receive calls for police service – by telephone, radio and citizen walk-ins. They dispatch calls for service to available Uniform Patrol units. Dispatchers must handle electronic communications with other agencies as well as conduct criminal records and driver information checks. They must enter information regarding stolen vehicles and other property into the National and Florida Crime Information Center (NCIC/FCIC) databases. When items are recovered, they must also remove them from the NCIC/FCIC databases. Dispatchers perform other communication support functions as requested by field units, such as dispatching additional units i.e. emergency response units, code enforcement and tow trucks.

School Crossing Guards – School Crossing Guards assure the safety of our school children as they cross busy intersections and roadways on their way to and from area schools. A School Crossing Guard Supervisor assures that assigned intersections and posts are being properly covered and that the children are being crossed in a safe manner.

POLICE DEPARTMENT

Community Empowerment Team (CET) – The Community Empowerment Team functions as the Police Department's coordination center for various community empowerment and outreach projects. CET forms a coalition between the police and stakeholders in the community. Its core responsibility is to empower residents and business owners by coordinating sufficient personnel and resources to a specific location until the area residents and businesses feel that they have the power to take back their neighborhood from an undesirable or criminal element.

ACCOMPLISHMENTS

- Opa-locka Police Department maintains a Property and Evidence Room as well as a Property and Evidence Processing Work Station that are compliant with FDLE standards
- The City of Opa-locka Police Department entered into an Equitable Sharing Agreement and Certification with the US Department of Justice. Executing this agreement allows for the receipt of funds, from the US Department of Justice to the City of Opa-locka as a result of distribution of assets seized in joint agency task force operations.
- The Opa-locka Police Department has detached a detective to the US Department of Justice's Internal Revenue Service's Criminal Investigations Division. The detective's participation in this unit has resulted in the assignment of funds to the OLPD as part of the Equitable Sharing Agreement.
- The Opa-locka Police Department continues Operation Clean Sweep throughout the City, targeting hotspots and high-crime areas to improve the quality of life issues in both the Gardens and the 22nd Avenue Apartments and surrounding community areas.
- Opa-locka Police Department continues the collection of surcharges payable to the City for police off-duty assignments. This surcharge has increased due to the number of clients utilizing the OLPD off-duty officers.
- The Miami-Dade County Association of Chiefs of Police presented Opa-locka Police Department Detective Henry Payoute with the distinguished LEO Award. The LEO Award has been compared to the Academy Awards of Law Enforcement. This is the first time the Opa-locka Police Department has been a recipient of the LEO Award.
- The Opa-locka Police Department has completed a six-month managerial assessment of operational efficiency, which has resulted in part of the realignment of ranks and operational structure, thereby significantly improving police operations, police visibility and overall efficiency and management.

POLICE DEPARTMENT

- ★ The managerial assessment and realignment of resources has also resulted in the elimination of \$39,924.00 in annual fees for the rental of police vehicles.
- ★ Significantly reduced call response time through quality professional dispatching procedures and proper supervision
- ★ We have streamlined supervision to increase effectiveness.
- ★ We have established training criteria for all supervisors.
- ★ Some command staff have completed senior management training.
- The Opa-locka Police Department's Professional Compliance Bureau has acquired an off-site location to support the receipt and processing of complaints in a professional detached facility.
- No complaints against any OLPD officers since January 1, 2012.
- We have increased membership in our Reserve Officer program.
- Utilized new electric T-3 vehicles to promote public safety and increase police visibility at public events.

GOALS

City Goals	Department Goals
Increase Revenue	• Suggested Alarm ordinance revision and implementation strategy to generate additional revenue • Implement a Traffic Unit focusing on traffic enforcement where specific problems are noted. • Continue to utilize the services of the grant writer to enhance the acquisition of grants that will support the efforts to acquire equipment and hire additional personnel, as well as support community service, delinquency prevention and drug and crime prevention.
Increase Public Safety	• To create an environment in which OLPD enhances the quality of life for the City's residents, businesses and employees • To provide OLPD with quality leadership that encourages individual development, productivity, integrity and commitment to being recognized as one of

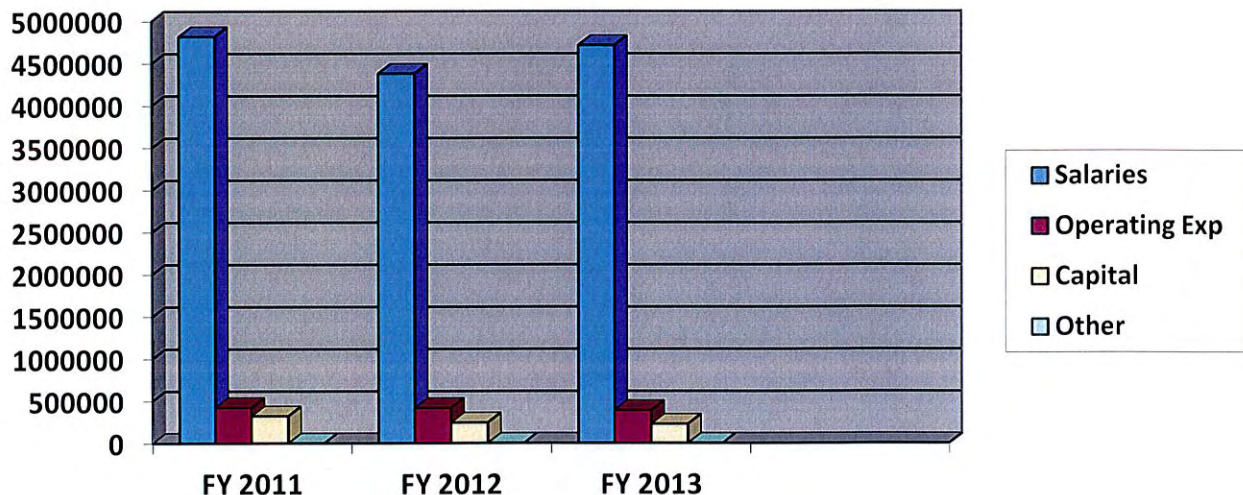
POLICE DEPARTMENT

the finest police departments within the State of Florida

- To enhance public safety partnerships through community policing; building a safer and more secure environment for the City's residents
- Increase Community Policing by conducting regular patrols within the Community; improving interaction with the business community, apartment owners/managers, civic organizations, faith-based institutions and the citizens of the Community to maintain an atmosphere of trust to successfully combat crime within the City.
- Install a secure prisoner holding area in the rear of the building.

RESOURCE SUMMARY

	FY 2011	FY 2012	FY 2013
Category	Actual	Projected	Budget
Salaries & Benefits	\$4,814,440	\$4,376,099	\$4,710,615
Operating Expenses	421,931	415,630	387,290
Capital Outlay	320,965	242,700	225,408
Other	0	0	0
Total	\$5,557,336	\$5,034,429	\$5,323,313



POLICE DEPARTMENT

PUBLIC SAFETY REVENUES

Revenue Source	FY 2011 Actual	FY 2012 Projected	FY 2013 Budget
Reports	\$5,350	\$4,000	\$5,000
Court Fines	113,649	115,000	120,000
Towing	6,870	11,500	11,500
Red Light Camera Fine	253,179	70,000	0
Special Law Enforcement Fund	61,288	105,625	5,000
Explorer Program	0	0	0
Total	\$440,336	\$306,125	\$141,500

DEPARTMENT STAFFING

Position Title	Number Budgeted
Police Chief	1
Assistant Police Chief	1
Police Lieutenant	1
Police Major	1
Police Captain	2
Police Sergeant	5
Police Corporal	2
Police Officer	42
Police Reserves	*
Crime Scene Investigator	1
Intelligence Analyst/UCR Specialist	1
Communication Operators	6
Communication Operators (part-time)	2
School Crossing Guard Supervisor	1
School Crossing Guard	11
CET Outreach Coordinator	1
CET Outreach Assistant	1
Executive Secretary	1
Clerk Typist	1
Records Specialist	1
Property Specialist	1
Total Police	83

POLICE DEPARTMENT

FY 2013 DEPARTMENT HIGHLIGHTS

- Funding is included for fifty-five (55) sworn officers.
- The following police grant funding is included in the FY 2013 budget:

COPPS Hiring Grant	\$148,000	Funding salaries of three officers
COPPS Hiring Recovery	\$50,000	Funding salaries of two officers
Byrne 2009 Grant	\$45,375	Purchase of police equipment
Byrne 2012 Grant	\$27,445	Purchase of police equipment

CITY OF OPA-LOCKA
ADOPTED EXPENDITURES BY FUND / DEPARTMENT
FY 2012-2013

10/26/2012

EXPENDITURES BY LINE ITEM		FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 AMENDED	FY 2012 PROJECTED	FY 2013 DEPT REQUESTS	FY 2013 ADOPTED
FUND	001 GENERAL FUND							
DEPT	21 POLICE							
DIV	20 CRIMINAL INVESTIGATIVE DIVISION							
521110	SALARIES-EXECUTIVE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
521120	SALARIES-REGULAR	-	-	-	-	-	291,940	299,200
521125	SALARIES - PBA MERIT	-	-	-	-	-	-	-
521130	SALARIES-P/TIME & TEMP	-	-	-	-	-	-	-
521140	OVERTIME	-	-	-	-	-	-	-
521210	F. I. C. A. TAXES	-	-	-	-	-	22,335	22,890
521220	RETIREMENT CONTRIBUTION	-	-	-	-	-	40,350	41,440
521230	LIFE & HEALTH INSURANCE	-	-	-	-	-	38,675	47,440
521240	WORKER'S COMPENSATION	-	-	-	-	-	-	-
521245	ACCIDENTAL DEATH	-	-	-	-	-	-	-
521250	UNEMPLOYMENT COMPENSATION	-	-	-	-	-	-	-
****SALA SALARIES AND RELATED COSTS		-	-	-	-	-	393,300	410,970
521311	EMPLOYEE PHYSICALS	-	-	-	-	-	-	-
521312	OTHER PROFESSIONAL SERVICES	-	-	-	-	-	-	-
521340	OTHER CONTRACTED SERVICES	-	-	-	-	-	-	-
521390	CONTINGENCIES	-	-	-	-	-	-	-
521400	TRAVEL & PER DIEM	-	-	-	-	-	-	-
521421	TELEPHONE & TELEGRAPH	-	-	-	-	-	-	-
521440	RENTALS & LEASES	-	-	-	-	-	1,000	1,000
521465	REPAIR & MAINT-OFFICE EQUIP	-	-	-	-	-	-	-
521470	PRINTING & BINDING	-	-	-	-	-	-	-
521493	GENERAL EXPENSES	-	-	-	-	-	-	-
521450	GAS/OIL/GREASE	-	-	-	-	-	-	-
521510	OFFICE SUPPLIES & EXPENSES	-	-	-	-	-	-	-
521521	CLOTHING & UNIFORM EXPENSES	-	-	-	-	-	7,900	7,000
521520	OPERATING SUPPLIES	-	-	-	-	-	-	-
521540	PUBL/SUBS/MEMBERSHIPS	-	-	-	-	-	-	-
521541	EDUCATIONAL COSTS	-	-	-	-	-	6,000	3,000
521467	REPAIR & MAINT-MACH & EQUIP	-	-	-	-	-	-	-
521466	REPAIR & MAINT-VEH & EQUIP	-	-	-	-	-	-	-
521546	BOOKS	-	-	-	-	-	1,000	-
OPERATING EXPENSES		-	-	-	-	-	15,900	11,000
521642	OFFICE FURN & EQUIPMENT	-	-	-	-	-	-	-
521646	COMPUTER EQUIPMENT	-	-	-	-	-	-	-
521648	AUTOMOTIVE LEASE	-	-	-	-	-	30,000	-
521644	PUBLIC SAFETY & EQUIP	-	-	-	-	-	-	-
521641	VEHICLES	-	-	-	-	-	-	-
CAPITAL OUTLAYS		-	-	-	-	-	30,000	-
DIV T O T A L S:		\$ -	\$ -	\$ -	\$ -	\$ -	439,200	\$ 421,970

CITY OF OPA-LOCKA
ADOPTED EXPENDITURES BY FUND / DEPARTMENT
FY 2012-2013

10/26/2012

EXPENDITURES BY LINE ITEM		FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 AMENDED	FY 2012 PROJECTED	FY 2013 DEPT REQUESTS	FY 2013 ADOPTED
FUND	001 GENERAL FUND							
DEPT	21 POLICE							
DIV	36 ADMINISTRATION							
521110	SALARIES-EXECUTIVE	\$ 2,763	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
521120	SALARIES-REGULAR	606,213	725,276	308,590	308,590	308,590	308,590	270,745
521125	SALARIES - PBA MERIT	-	-	-	-	-	-	-
521130	SALARIES-P/TIME & TEMP	11,755	-	113,120	113,120	113,120	113,120	160,440
521140	OVERTIME	69,529	79,758	30,000	50,000	50,000	30,000	50,000
521210	F. I. C. A. TAXES	53,597	62,375	34,560	36,085	36,085	34,560	36,810
521220	RETIREMENT CONTRIBUTION	44,921	47,247	22,180	23,160	23,160	22,180	24,975
521230	LIFE & HEALTH INSURANCE	72,208	68,136	50,179	50,180	50,180	50,179	58,345
521240	WORKER'S COMPENSATION	-	-	-	-	-	-	-
521245	ACCIDENTAL DEATH	-	-	-	-	-	-	-
521250	UNEMPLOYMENT COMPENSATION	-	-	-	-	-	-	-
521499	TRAVEL - PRIVATE VEHICLE	2,462	-	-	-	-	-	-
SALARIES AND RELATED COSTS		863,448	982,792	558,629	581,135	581,135	558,629	601,315
521311	EMPLOYEE PHYSICALS	1,165	8,117	12,500	12,500	1,500	14,000	14,000
521312	OTHER PROFESSIONAL SERVICES	41,853	26,566	40,000	25,000	33,000	13,500	13,500
521340	OTHER CONTRACTED SERVICES	2,360	490	10,000	2,000	1,000	20,000	10,000
521390	CONTINGENCIES	-	-	-	-	-	-	-
521400	TRAVEL & PER DIEM	500	1,286	500	250	-	3,000	1,000
521420	POSTAGE	87	195	-	-	-	-	-
521421	TEL & TEL	-	-	-	-	-	-	-
521440	RENTALS & LEASES	49,460	85,708	51,520	51,520	51,520	8,000	54,000
521450	GAS/OIL/GREASE	-	-	-	-	-	-	-
521461	REPAIR & MAINT-BLDG & EQUIP	23,442	26,050	30,000	20,000	11,000	40,000	20,000
521465	REPAIR & MAINT-OFFICE EQUIP	210	480	-	-	-	-	-
521466	REPAIR & MAINT-VEH & EQUIP	38,021	37,708	25,000	24,000	24,000	30,000	30,000
521467	REPAIR & MAINT-MACH & EQUIP	-	-	-	-	-	-	-
521470	PRINTING & BINDING	280	-	-	-	-	-	-
521493	GENERAL EXPENSES	17,618	1,885	2,500	2,500	7,000	4,000	4,000
521510	OFFICE SUPPLIES & EXPENSES	26,780	24,678	20,000	20,000	20,000	20,000	20,000
521520	OPERATING SUPPLIES	38,844	56,518	30,000	30,000	30,000	35,000	30,000
521521	CLOTHING & UNIFORM EXPENSES	14,080	23,805	12,000	12,000	12,000	14,500	14,500
521525	CHEMICAL SUPPLIES	-	-	-	-	-	-	-
521528	SOFTWARE MAINTENANCE	-	-	-	-	-	-	38,970
521533	CITIZENS ON PATROL	-	-	-	-	-	-	-
521540	PUBL/SUBS/MEMBERSHIPS	2,116	1,641	1,000	1,000	1,000	500	500
521541	EDUCATIONAL COSTS	5,128	7,644	5,000	2,500	8,000	1,000	1,000
521546	BOOKS	1,130	1,374	1,500	1,500	1,500	500	1,200
521555	SMALL TOOLS & SUPPLIES	-	-	-	-	-	-	-
OPERATING EXPENSES		263,074	304,145	241,520	204,770	201,520	204,000	252,670
521641	AUTOMOTIVE EQUIPMENT	12,778	-	-	-	-	37,150	25,000
521642	FURNITURE/ OFFICE EQUIPMENT	40,017	-	-	15,002	15,002	7,000	7,000
521643	COMMUNICATION EQUIPMENT	6,200	9,290	5,000	5,000	5,000	57,000	50,000
521644	PUBLIC SAFETY EQUIP	15,542	23,263	5,000	2,500	500	7,500	7,500
521646	COMPUTER EQUIP	261,655	110,471	22,000	37,830	37,830	100,000	-
521648	AUTOMOTIVE LEASE/PURCHASE	349,919	123,853	-	-	30,000	12,000	12,000
CAPITAL OUTLAYS		686,111	266,877	32,000	60,332	88,332	220,650	101,500
DIV T O T A L S:		\$ 1,812,633	\$ 1,553,814	\$ 832,149	\$ 846,237	\$ 870,987	\$ 983,279	\$ 955,485

CITY OF OPA-LOCKA
ADOPTED EXPENDITURES BY FUND / DEPARTMENT
FY 2012-2013

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EXPENDITURES BY LINE ITEM		FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 AMENDED	FY 2012 PROJECTED	FY 2013 DEPT REQUESTS	FY 2013 ADOPTED
FUND	001 GENERAL FUND							
DEPT	21 POLICE							
DIV	22 PATROL							
521110	SALARIES-EXECUTIVE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
521120	SALARIES-REGULAR	2,102,478	2,244,056	2,454,125	2,454,125	2,454,125	2,405,420	2,224,630
521125	SALARIES - PBA NEGOTIATIONS	-	-	-	-	-	-	-
521130	SALARIES-P/TIME & TEMP	-	-	-	-	-	-	-
521140	OVERTIME	290,926	204,558	175,000	175,000	175,000	175,000	175,000
521210	F. I. C. A. TAXES	180,097	187,901	201,190	201,190	201,190	197,400	183,570
521220	RETIREMENT CONTRIBUTION	539,325	540,999	370,705	370,705	370,705	387,065	359,945
521230	LIFE & HEALTH INSURANCE	256,386	263,146	258,556	246,556	246,556	276,575	320,655
521240	WORKER'S COMPENSATION	-	-	-	-	-	-	-
521245	ACCIDENTAL DEATH	-	-	-	-	-	-	-
521250	UNEMPLOYMENT COMPENSATION	-	-	-	-	-	-	-
SALARIES AND RELATED COSTS		3,369,212	3,440,660	3,459,576	3,447,576	3,447,576	3,441,460	3,263,800
521311	EMPLOYEE PHYSICALS	35	-	-	-	-	-	-
521390	CONTINGENCIES	-	-	-	-	-	-	-
521400	TRAVEL & PER DIEM	(5,565)	-	-	-	-	-	-
521421	TELEPHONE	-	-	-	-	-	-	-
521450	GAS/OIL/GREASE	-	-	-	-	-	-	-
521466	REPAIR & MAINT-VEH & EQUIP	3,237	-	-	-	-	-	-
521467	REPAIR & MAINT/MACH & EQUIP	-	-	-	-	-	-	-
521470	PRINTING & BINDING	-	-	-	-	-	-	-
521493	GENERAL EXPENSES	-	-	-	-	-	-	-
521510	OFFICE SUPPLIES & EXPENSES	-	-	-	-	-	-	-
521520	OPERATING SUPPLIES	89	1,158	-	-	-	-	-
521521	CLOTHING & UNIFORM EXPENSES	46,442	39,210	50,000	50,000	50,000	37,300	37,300
521533	CITIZENS ON PATROL	-	-	-	-	-	-	-
521540	PUBL/SUBS/MEMBERSHIPS	-	-	-	-	-	-	-
521541	EDUCATIONAL COSTS	-	200	4,000	-	-	2,000	-
521546	BOOKS	-	-	-	-	-	500	-
524440	RENTALS & LEASES	-	-	-	-	-	-	-
OPERATING EXPENSES		44,238	40,568	54,000	50,000	50,000	39,800	37,300
521641	AUTOMOTIVE EQUIPMENT	-	-	37,150	3,000	3,000	-	-
521642	OFFICE FURNITURE & EQUIP	-	-	-	-	-	3,000	2,000
521643	COMMUNICATION EQUIP	-	-	-	-	-	-	-
521644	PUBLIC SAFETY EQUIP	-	-	-	-	-	-	-
521645	CANINE UNIT	-	-	-	-	-	6,500	-
521646	COMPUTER EQUIPMENT	-	-	-	-	-	-	-
521546	BOOKS	-	-	-	-	-	-	-
521648	AUTOMOTIVE LEASE/PURCHASE	1,700	52,663	114,709	118,720	118,720	111,000	91,360
521730	OTHER DEBT SERVICE COSTS	-	-	-	-	-	-	-
521649	MOTORCYCLE LEASE	5,100	1,425	17,100	17,100	17,100	15,300	15,300
CAPITAL OUTLAYS		6,800	54,088	168,959	138,820	138,820	135,800	108,660
521720	INTEREST	-	-	-	-	-	-	-
521980	DEPRECIATION	-	-	-	-	-	-	-
521730	OTHER DEBT SERVICE	-	-	-	-	-	-	-
OTHER EXPENSES		-	-	-	-	-	-	-
DIV T O T A L S:		\$ 3,420,250	\$ 3,535,316	\$ 3,682,535	\$ 3,636,396	\$ 3,636,396	\$ 3,617,060	\$ 3,409,760

CITY OF OPA-LOCKA
ADOPTED EXPENDITURES BY FUND / DEPARTMENT
FY 2012-2013

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EXPENDITURES BY LINE ITEM		FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 AMENDED	FY 2012 PROJECTED	FY 2013 DEPT REQUESTS	FY 2013 ADOPTED
FUND	001 GENERAL FUND							
DEPT	210 POLICE							
DIV	26 CHIEF OF POLICE OFFICE							
521110	SALARIES - EXECUTIVE	\$ 172,153	\$ 147,973	\$ 94,930	\$ 94,930	\$ 140,000	\$ 210,000	\$ 200,000
521120	SALARIES - REGULAR	108,564	59,830	46,345	46,345	46,345	55,000	46,345
521125	SALARIES - PBA MERIT	-	-	-	-	-	-	-
521130	SALARIES-P/TIME & TEMP	-	-	-	-	-	-	-
521140	OVERTIME	-	-	-	-	-	-	-
521210	F. I. C. A. TAXES	21,573	16,155	10,810	10,810	14,255	20,273	18,845
521220	RETIREMENT CONTRIBUTION	45,038	39,685	15,660	15,660	22,057	34,355	32,400
521230	LIFE & HEALTH INSURANCE	12,469	7,516	9,804	9,804	10,400	12,100	22,340
521240	WORKER'S COMPENSATION	-	-	-	-	-	-	-
521245	ACCIDENTAL DEATH	-	-	-	-	-	-	-
521250	UNEMPLOYMENT COMPENSATION	-	-	-	-	-	-	-
	SALARIES AND RELATED COSTS	359,797	271,159	177,549	177,549	233,058	331,727	319,930
521311	EMPLOYEE PHYSICALS	-	-	-	-	-	-	-
521312	OTHER PROFESSIONAL SERVICES	-	-	-	-	-	1,500	-
521340	OTHER CONTRACTED SRVS	-	-	-	-	-	-	-
521390	CONTINGENCIES	-	-	-	-	-	-	-
521400	TRAVEL & PER DIEM	-	-	-	-	-	6,000	4,000
521420	POSTAGE	-	-	-	-	-	-	-
521421	TEL & TEL	-	-	-	-	-	-	-
521440	RENTALS & LEASES	-	-	-	-	-	1,000	1,000
521465	REPAIR MAIN - OFFICE EQUIP	-	-	-	-	-	-	-
521470	PRINTING & BINDING	-	-	-	-	-	-	-
521493	GENERAL EXPENSES	-	-	-	-	-	1,000	-
521450	GAS/OIL/GREASE	-	-	-	-	-	-	-
521510	OFFICE SUPPLIES & EXPENSES	-	200	1,000	500	200	-	1,000
521521	CLOTHING & UNIFORM EXPENSES	1,495	848	2,500	2,000	1,500	4,700	3,000
521520	OPERATING SUPPLIES	-	-	-	-	-	-	-
521540	PUBL/SUBS/MEMBERSHIPS	-	-	-	-	-	500	500
521541	EDUCATIONAL COSTS/TRAINING	-	-	-	-	-	1,000	1,000
521466	REPAIR & MAIN - VEH & EQUIP	-	-	-	-	-	-	-
	OPERATING EXPENSES	1,495	1,048	3,500	2,500	1,700	15,700	10,500
521642	OFFICE FURN & EQUIP	-	-	-	300	300	-	-
521643	COMMUNICATION EQUIP	-	-	-	-	-	-	-
521644	PUBLIC SAFETY EQUIPMENT	-	-	-	-	-	-	-
521646	COMPUTER EQUIP	-	-	-	-	-	-	-
521648	AUTOMOTIVE LEASE	-	-	15,248	15,248	15,248	19,248	15,248
521546	BOOKS	-	-	-	-	-	-	-
	CAPITAL OUTLAYS	-	-	15,248	15,548	15,548	19,248	15,248
	DIV T O T A L S:	\$ 361,292	\$ 272,207	\$ 196,297	\$ 195,597	\$ 250,306	\$ 366,675	\$ 345,678

CITY OF OPA-LOCKA
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EXPENDITURES BY LINE ITEM		FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 AMENDED	FY 2012 PROJECTED	FY 2013 DEPT REQUESTS	FY 2013 ADOPTED
FUND 001 GENERAL FUND								
DEPT 210 POLICE DEPARTMENT								
DIV 27 COMMUNITY EMPOWERMENT TEAM								
521110	SALARIES-EXECUTIVE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
521120	SALARIES-REGULAR	104,315	96,274	-	92,300	92,300	92,290	92,290
521130	SALARIES-P/TIME & TEMP	-	-	-	-	-	-	-
521140	OVERTIME	-	-	-	-	-	-	-
521210	F. I. C. A. TAXES	3,873	9,338	-	7,060	7,060	7,060	7,060
521220	RETIREMENT CONTRIBUTION	10,134	8,162	-	4,530	4,530	4,790	4,790
521230	LIFE & HEALTH INSURANCE	7,228	6,055	-	10,440	10,440	10,460	10,460
521240	WORKER'S COMPENSATION	-	-	-	-	-	-	-
521245	ACCIDENTAL DEATH	-	-	-	-	-	-	-
521250	UNEMPLOYMENT COMPENSATION	-	-	-	-	-	-	-
SALARIES AND RELATED COSTS		125,550	119,829	-	114,330	114,330	114,600	114,600
521311	EMPLOYEE PHYSICALS	-	-	-	-	-	-	-
521312	OTHER PROFESSIONAL SERVICES	-	-	-	-	-	-	-
521400	TRAVEL & PER DIEM	-	-	-	-	-	-	-
521412	TEL - TEL	-	-	-	-	-	-	-
521420	POSTAGE & FREIGHT	-	-	-	-	-	-	-
521440	RENTALS & LEASES	-	-	-	-	-	-	-
521461	REPAIR & MAINT-BLDG & EQUIP	-	-	-	-	-	-	-
521465	REPAIR & MAINT-OFFICE EQUIP	-	-	-	-	-	-	-
521470	PRINTING & BINDING	82	-	-	-	-	-	-
521470	PROMOTIONAL ACTIVITIES	-	-	-	-	-	1,000	1,000
521485	RECREATIONAL ACTIVITIES	-	-	-	-	-	-	-
521493	GENERAL EXPENSES	-	-	-	-	-	-	-
521510	OFFICE SUPPLIES & EXPENSES	7,140	500	-	1,000	1,000	1,000	1,000
521520	OPERATING SUPPLIES	-	3,361	-	300	200	2,000	1,000
521521	CLOTHING & UNIFORM EXPENSES	-	-	-	-	-	-	-
521540	PUBL/SUBS/MEMBERSHIPS	-	-	-	-	-	-	-
521541	EDUCATIONAL COSTS	-	-	-	-	-	-	-
521546	BOOKS	-	-	-	-	-	-	-
OPERATING EXPENSES		7,222	3,861	-	1,300	1,200	4,000	3,000
521642	OFFICE FURN & EQUIP	745	-	-	-	-	-	-
521646	COMPUTER EQUIP	-	-	-	-	-	-	-
521648	AUTOMOTIVE LEASE/PURCHASE	-	-	-	-	-	-	-
CAPITAL OUTLAYS		745	-	-	-	-	-	-
DIV T O T A L S:		\$ 133,517	\$ 123,690	\$ -	\$ 115,630	\$ 115,530	\$ 118,600	\$ 117,600

CITY OF OPA-LOCKA
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EXPENDITURES BY LINE ITEM		FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 AMENDED	FY 2012 PROJECTED	FY 2013 DEPT REQUESTS	FY 2013 ADOPTED
FUND	181 SUPPLEMENTAL GRANTS							
DEPT	21 POLICE							
DIV	29 SUPP GRANTS							
529110	SALARIES-REGULAR	\$ -	\$ -	\$ 45,000	\$ -	\$ -	\$ -	-
529140	OVERTIME	-	-	25,000	-	-	-	-
529210	F. I. C. A. TAXES	-	-	5,355	-	-	-	-
529220	RETIREMENT CONTRIBUTION	-	-	4,218	-	-	-	-
529230	LIFE & HEALTH INSURANCE	563	-	4,200	-	-	-	-
529240	WORKER'S COMPENSATION	-	-	1,800	-	-	-	-
529245	ACCIDENTAL DEATH	-	-	-	-	-	-	-
529250	UNEMPLOYMENT COMPENSATION	-	-	140	-	-	-	-
	SALARIES AND RELATED COSTS	563	-	85,713	-	-	-	-
529311	EMPLOYEE PHYSICALS	-	-	-	-	-	-	-
529493	GENERAL EXPENSES	-	-	-	-	-	-	-
529541	EDUCATIONAL COSTS	-	-	-	-	-	-	-
529529	GRANT EXPENSES - Weed & Seed	11,890	67,809	60,000	80,000	80,000	-	-
529831	GRANT EXPENSES- voca	-	-	-	-	-	-	-
529832	GRANT EXPENSES - byrne	3,266	4,500	90,487	90,487	81,210	72,820	72,820
529833	GRANT EXPENSES- copps	-	-	-	-	-	-	-
	OPERATING EXPENSES	15,156	72,309	150,487	170,487	161,210	72,820	72,820
	DIV T O T A L S:	15,719	72,309	236,200	170,487	161,210	72,820	72,820
	TOTAL PUBLIC SAFETY DEPARTMENT	5,755,550	5,557,336	4,947,181	4,964,347	5,034,429	5,597,634	5,323,313

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EXPENDITURES BY LINE ITEM		FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 AMENDED	FY 2012 PROJECTED	FY 2013	FY 2013 ADOPTED
							DEPT REQUESTS	
FUND	165 SPEC LAW ENFORCEMENT							
DEPT	21 POLICE							
DIV	65 ADMINISTRATION							
521110	SALARIES-EXECUTIVE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
521120	SALARIES-REGULAR	-	-	-	-	-	-	-
521130	SALARIES-P/TIME & TEMP	-	-	-	-	-	-	-
521140	OVERTIME	-	-	-	-	-	-	-
521210	F.I.C.A. TAXES	-	-	-	-	-	-	-
521220	RETIREMENT CONTRIBUTION	-	-	-	-	-	-	-
521230	LIFE & HEALTH INSURANCE	-	-	-	-	-	-	-
521240	WORKER'S COMPENSATION	-	-	-	-	-	-	-
521245	ACCIDENTIAL DEATH	-	-	-	-	-	-	-
521250	UNEMPLOYMENT COMPENSATION	-	-	-	-	-	-	-
	SALARIES AND RELATED COSTS	-	-	-	-	-	-	-
521310	LEGAL SRVS	-	-	-	-	-	-	-
521311	EMPLOYEE PHYSICAL	-	-	-	-	-	-	-
521312	OTHER PROFESSIONAL SRVS	-	-	-	-	-	-	-
521340	OTHER CONTRACTED SERVICES	-	4,000	-	-	-	-	-
521400	TRAVEL & PER DIEM	-	-	-	-	-	-	-
521440	RENTALS & LEASES	-	-	-	-	-	-	-
521470	PRINTING & BINDING	-	-	-	-	-	-	-
521490	LEGAL ADVERTISING	-	-	-	-	-	-	-
521492	AUCTION RELATED EXPENSES	-	-	-	-	-	-	-
521493	GENERAL EXPENSES	5,434	5,437	10,000	10,000	10,000	10,000	5,000
521510	OFFICE SUPPLIES	-	-	-	-	-	-	-
521520	OPERATING SUPPLIES	-	-	-	-	-	-	-
521541	EDUCATIONAL COSTS	-	-	-	-	-	-	-
521466	REP & MAINT-VEH & EQUIP	-	-	-	-	-	-	-
521595	TOWING SERVICES	-	-	-	-	-	-	-
521533	CITIZENS ON PATROL	-	-	-	-	-	-	-
	OPERATING EXPENSES	5,434	9,437	10,000	10,000	10,000	10,000	5,000
521641	AUTOMOTIVE EQUIPMENT	-	-	-	26,840	26,840	-	-
521642	OFFICE FURN & EQUIP	-	-	-	-	-	-	-
521646	COMPUTER EQUIPMENT	-	-	-	-	-	-	-
521648	AUTO LEASE/PURCHASE	-	-	95,625	68,785	68,785	-	-
521747	EQUIPMENT LEASE	-	-	-	-	-	-	-
	CAPITAL OUTLAYS	-	-	95,625	95,625	95,625	-	-
521970	BAD DEBTS	-	-	-	-	-	-	-
	OTHER USES	-	-	-	-	-	-	-
	TOTAL SPECIAL POLICE LAW ENF	\$ 5,434	\$ 9,437	\$ 105,625	\$ 105,625	\$ 105,625	\$ 10,000	\$ 5,000

CITY OF OPA-LOCKA
ADOPTED EXPENDITURES BY FUND / DEPARTMENT
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EXPENDITURES BY LINE ITEM		FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 AMENDED	FY 2012 PROJECTED	FY 2013	FY 2013 ADOPTED
							DEPT REQUESTS	
FUND 167	POLICE EXPLORERS							
DEPT 21	POLICE							
DIV 67	ADMINISTRATION							
521521	CLOTHING & UNIFORM EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
521493	GENERAL EXPENSES	-	-	-	-	-	-	-
521540	PUBL/SUBS/MEMBERSHIPS	-	-	-	-	-	-	-
521541	EDUCATIONAL COSTS/TRAINING	-	-	-	-	-	-	-
	OPERATING EXPENSES	-	-	-	-	-	-	-

** TOTAL POLICE EXPLORERS FUND

\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
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EXPENDITURES BY LINE ITEM		FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 AMENDED	FY 2012 PROJECTED	FY 2013 DEPT REQUESTS	FY 2013 ADOPTED
FUND	171 DEPARTMENT OF JUSTICE- GRANT							
DEPT	21 POLICE							
DIV	68 OPA LOCKA YOUTH ACADEMY							
529110	SALARIES-EXECUTIVE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
529120	SALARIES-REGULAR	129,162	134,940	122,990	122,990	122,990	-	-
529130	SALARIES-PART TIME	-	-	-	-	-	-	-
529140	SALARIES-OVERTIME	-	-	-	-	-	-	-
529210	F.I.C.A. TAXES	10,043	10,491	9,409	9,409	9,409	-	-
529220	RETIREMENT	12,859	12,378	6,040	6,040	6,040	-	-
529230	LIFE & HEALTH INSURANCE	17,373	14,458	12,395	12,395	12,395	-	-
529240	WORKER'S COMPENSATION	-	-	-	-	-	-	-
529245	ACCIDENTAL DEATH	-	-	-	-	-	-	-
529250	UNEMPLOYMENT COMPENSATION	-	-	-	-	-	-	-
	SALARIES AND RELATED COST	169,437	172,267	150,834	150,834	150,834	-	-
529312	OTHER PROFESSIONAL SERVICES	-	-	-	-	-	-	-
529340	OTHER CONTRACTED SERVICES	276	-	-	-	-	-	-
529400	TRAVEL	-	-	-	-	-	-	-
529411	TELEPHONE AND NEXTEL	-	-	1,560	1,560	1,560	-	-
529499	TRAVEL - PRIVATE VEHICLE	-	-	-	-	-	-	-
529421	TEL - TEL	-	-	-	-	-	-	-
529420	POSTAGE & FREIGHT	527	88	-	-	-	-	-
529430	ELEC/GAS/WATER	2,517	4,135	3,600	3,600	3,600	-	-
529440	RENTALS & LEASES	-	12	-	-	-	-	-
529451	INSURANCE	-	-	-	-	-	-	-
529461	REP & MAINT-BLDG & EQUIP	207	-	-	-	-	-	-
529465	REP & MAINT-OFFICE EQUIP	153	-	-	-	-	-	-
529470	PRINTING	-	-	-	-	-	-	-
529485	PROGRAM ACTIVITIES	-	-	-	-	-	-	-
529493	GENERAL EXPENSES	2,975	5,736	8,760	8,760	8,760	-	-
529450	GAS OIL GREASE	-	-	-	-	-	-	-
529510	OFFICE SUPPLIES & EXP	279	2,574	-	-	-	-	-
529520	OPERATING SUPPLIES	-	-	6,000	6,000	6,000	-	-
529541	EDUCATIONAL COSTS	-	-	-	-	-	-	-
	OPERATING EXPENSES	6,934	12,545	19,920	19,920	19,920	-	-
529642	OFFICE FURN AND EQUIP	-	-	-	-	-	-	-
529646	COMPUTER EQUIP	1,357	-	-	-	-	-	-
529648	AUTOMOTIVE LEASE	8,128	5,044	-	-	-	-	-
	CAPITAL OUTLAYS	9,485	5,044	-	-	-	-	-
	DEFICIT REDUCTION	-	-	-	-	-	-	-
TOTAL DJJ- AFTER CARE GRANT FUND		\$ 185,856	\$ 189,856	\$ 170,754	\$ 170,754	\$ 170,754	\$ -	\$ -

CRIME PREVENTION PROGRAM

DEPARTMENT DESCRIPTION

The overall goal of the Youth Crime Prevention Program is to prevent youth at risk, ages eight (8) to eighteen (18), from becoming involved in or returning to criminal activities. The Program's activities, trainings, and workshops include multiple partnerships and endeavors to curtail juvenile crime. Its concept embodies social and behavioral applications rather than law enforcement. This project combines counseling, tutorial, educational and recreational activities designed to empower participants, enhance self-esteem and self-confidence, and to develop survival and leadership skills.

Referrals are received from the Department of Juvenile Justice, Miami Dade County Public Schools, Miami Dade Post-Arrest Diversion Program & Delinquency Prevention Services, parents and other community members. Program activities, trainings, and workshops comprise over fifty events annually.

The Program has been in operation for over 30 years within the City of Opa-locka and surrounding neighborhoods. Many young people have benefited from the vital social services provided from this program. Our program has operated through the fiscal support of grants and the general fund of the City of Opa-locka. There are over five (5) distinct programs that we provide to our youth and their families within the City of Opa-locka. Each program along with its accomplishments and futuristic activities are listed below:

SERVICES

City of Opa-locka Youth Employment Initiative (Project O.Y.E.I) - In its inaugural year of 2007 the Opa-locka Youth Employment Initiative, or Project O.Y.E.I was begun to address the issue of youth unemployment within the City of Opa-locka. Working with the Office of the Mayor, this program has raised eight thousand dollars so far in our efforts to employ youth every summer. This program emphasizes the goal of the City to Increase Revenue. This program has brought over \$50,000.00 to the City in the form of donations to assist youth receive vital services and employment during the school year and summer months.

City of Opa-locka P.E.A.R.L.S Program - The P.E.A.R.L.S Program is a collaborative endeavor along with the Parks and Recreation Department after school program. This program works with young ladies ages 12 – 18 years of age on improving employability skills, etiquette, social and academic skills. Field trips, workshops, and recreational activities are a frequent occurrence that serves as incentives for program participants. This program emphasizes the beautification goal of the City, as youth in this program continue their positive community service through tree planting and community clean ups.

CRIME PREVENTION PROGRAM

City of Opa-locka Teens (C.O.O.L Teens) - This program was begun as a byproduct of the 2007 Opa-locka Youth Employment Initiative (Project OYEI). Youth who were employed as a part of the OYEI received academic tutoring during the summer and when school begun, these youth continued to receive academic assistance from city staff and as a result, the COOL TEENS Program was born. Youth between the ages of 11-19 come to the Administrative Complex and receive academic assistance, Conflict Resolution, Substance Abuse Education, Life Skills and Mentoring by the Crime Prevention staff between the hours of 4:00 p.m. – 8:00 p.m. Youth are also provided the opportunity to receive after school jobs that focus on City beautification. We currently have 15 youth enrolled in this program and are growing daily. Any support will be greatly appreciated. A physical fitness and nutritional component occurs daily with you running at Florida International University, North Campus and receiving a balanced meal daily. This program emphasizes the beautification goal of the City, as youth in this program continue their positive community service through tree planting and community clean ups.

City of Opa-locka Alternative to Outdoor Suspension Program - The School Suspension Program (SSP) was derived from the overwhelming number of students who are suspended in the Opa-locka/Miami Gardens area within Miami-Dade County Public Schools at all grade levels. The Suspension Program was created in response to the need of placing these students in a productive environment, assisting them academically, socially, and emotionally. The School Suspension Program takes place Monday – Friday at the Opa-locka Crime Prevention Program between the hours of 8:30 a.m. – 4:00 p.m. This program emphasizes the beautification goal of the City as youth in this program continue their positive community service through tree planting and community clean ups.

City of Opa-locka Kids Program (C.O.O.L KIDS) - The C.O.O.L KIDS Program is a collaborative endeavor along with the Parks and Recreation Department after school program. This program targets at-risk elementary school aged youth within the City of Opa-locka in providing mentors along with academic and social intervention with an emphasis placed on mentoring. The students meet every Saturday from 10:30 a.m. – 4:00 p.m. Field trips and other recreational activities are a frequent occurrence within this program to produce desired outcome. The program currently has 30 youth enrolled. We would like to grow our numbers of participants for this program to 50 youth. We will also establish a partnership with Florida International University (FIU).

City of Opa-locka Youth Crime Prevention - The Youth Crime Prevention Program is designed to assist youth who have received civil citations from law enforcement officers or is ungovernable as determined by parental referrals or walk ins. We assist these youth with anger management, decisions making, and deterrence from criminal activities. The first stage of the program is 9 weeks. Youth are required to attend community service projects as well as workshops that assist them in making good choices. Once youth complete the 9 week stage of the program, their grades, behavior, and attitude is reviewed and if applicable, will begin either the P.E.A.R.L.S Program or the C.O.O.L TEENS. This program emphasizes the goal of the City of increase public safety service. This program is a juvenile delinquency prevention program that assists in keeping youth from becoming negative members of society and breaking the law.

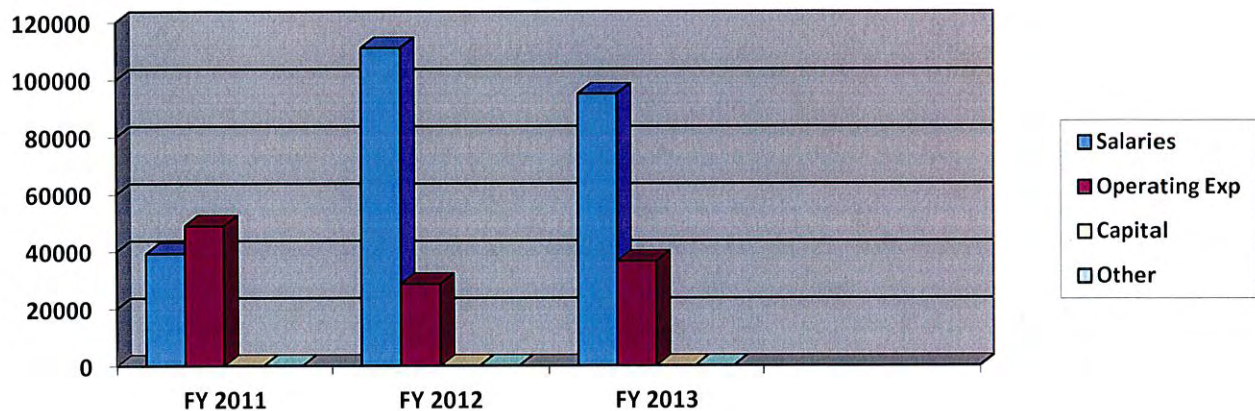
CRIME PREVENTION PROGRAM

ACCOMPLISHMENTS

- Established an Affiliated Agreement with Miami Dade County Public School in the operations of the Alternative Suspension program
- Improved youth academic performance by 38% as measured by report cards
- Improved youth behavior grades by 80% as measured by report cards
- Received \$7,500 from the Office of Commission Barbara Jordan towards the cost of providing summer camp to approximately 30 youths.
- Decreased outdoor suspension in 2011 by 45%
- Established a group of concerned Opa-locka parents group which meets monthly
- Hosted and planned the 2012 Black History events for the City
- Assisted twenty high school seniors in college applications and SAT preparation resulting in acceptance to major universities

RESOURCE SUMMARY

	FY 2011	FY 2012	FY 2013
Category	Actual	Projected	Budget
Salaries & Benefits	\$39,144	\$110,980	\$94,910
Operating Expenses	48,862	28,595	36,470
Capital Outlay	0	0	0
Other	0	0	0
Total	\$88,006	\$139,575	\$131,380



CRIME PREVENTION PROGRAM

GOALS

City Goals	Department Goals
Improve Academic Efficiency	• Provide tutoring services • Provide homework assistance to improve reading and writing skills • Increase cultural knowledge, awareness and pride • Provide for educational field trips
Encourage Positive Behaviors	• Improve social and personal etiquette • Provide lessons in anger management • Reduce negative behavior through recreation programming, field trips, and incentives
Introduce Skills to Prepare for Independent Living	• Increase knowledge of life skills • Provide for career exploration and internship opportunities • Provide summer and in-school employment

DEPARTMENT STAFFING

Position Title	Number Budgeted
Program Director	*
Counselor (F/T)	1
Counselor (P/T)	1
Administrative Assistant	1
Total	3

- The Program is managed through the City Manager's Office.

FY 2013 DEPARTMENT HIGHLIGHTS

- Funding is included to hire a part-time Counselor position.

CITY OF OPA-LOCKA
ADOPTED EXPENDITURES BY FUND / DEPARTMENT
FY 2012-2013

10/26/2012

EXPENDITURES BY LINE ITEM		FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 AMENDED	FY 2012 PROJECTED	FY 2013 DEPT REQUESTS	FY 2013 ADOPTED
FUND	172 CRIME PREV PROGRAM							
DEPT	21 POLICE DEPARTMENT							
DIV	74 OTHER PUBLIC SAFETY							
529110	SALARIES-EXECUTIVE	\$ (548)	\$ -	\$ -	\$ -	\$ -	\$ -	-
529120	SALARIES-REGULAR	37,646	29,400	85,740	85,740	85,740	91,750	75,430
529140	OVERTIME	(20)	551	-	-	-	-	-
529210	F.I.C.A. TAXES	2,892	1,348	6,560	6,560	6,560	7,020	5,770
529220	RETIREMENT	3,167	3,026	4,210	4,210	4,210	4,755	3,910
529230	LIFE & HEALTH INSURANCE	5,534	4,819	14,470	14,470	14,470	14,470	9,800
529240	WORKER'S COMPENSATION	-	-	-	-	-	-	-
529245	ACCIDENTAL DEATH	-	-	-	-	-	-	-
529250	UNEMPLOYMENT COMPENSATION	-	-	-	-	-	-	-
	SALARIES AND RELATED COST	48,671	39,144	110,980	110,980	110,980	117,994	94,910
529311	EMPLOYEES PHYSICALS	-	-	-	-	-	-	-
529312	OTHER PROFESSIONAL SERVICES	(207)	-	-	-	-	4,000	4,000
529400	TRAVEL	-	-	-	-	-	-	-
529499	TRAVEL - PRIVATE VEHICLE	-	-	-	-	-	-	-
529421	TEL - TEL	-	-	-	-	-	-	-
529420	POSTAGE & FREIGHT	-	-	-	-	-	-	-
529430	ELEC/GAS/WATER	-	-	-	-	-	-	-
529440	RENTALS & LEASES	-	-	-	-	-	-	13,470
529451	INSURANCE	-	-	-	-	-	-	-
529461	REP & MAINT-BLDG & EQUIP	-	-	-	-	-	-	-
529465	REP & MAINT-OFFICE EQUIP	-	-	-	-	-	-	-
529470	PRINTING & BINDING	-	-	-	-	-	-	-
529485	PROGRAM ACTIVITIES	29,160	48,029	23,595	23,595	23,595	14,000	14,000
529491	OTHER ADVERTISING	-	-	-	-	-	-	-
529493	GENERAL EXPENSES	-	-	-	-	-	-	-
529510	OFFICE SUPPLIES & EXP	1,497	485	5,000	5,000	5,000	5,000	5,000
529520	OPERATING SUPPLIES	-	348	-	-	-	-	-
529540	PUBL/SUBS/MEMBERSHIPS	-	-	-	-	-	-	-
529541	EDUCATIONAL COSTS	-	-	-	-	-	-	-
	OPERATING EXPENSES	30,450	48,862	28,595	28,595	28,595	23,000	36,470
529642	OFFICE FURN AND EQUIP	-	-	-	-	-	-	-
529646	COMPUTER EQUIP	-	-	-	-	-	-	-
	CAPITAL OUTLAYS	-	-	-	-	-	-	-
	DEFICIT REDUCTION	-	-	-	-	-	-	-
	TOTAL CRIME PREVENTION GRANT FU	\$ 79,121	\$ 88,006	\$ 139,575	\$ 139,575	\$ 139,575	\$ 140,994	\$ 131,380

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COMMUNITY REDEVELOPMENT AGENCY

DEPARTMENT DESCRIPTION

In an effort to spur investment and redevelopment in the City of Opa-locka and improve conditions for residents, the City commissioned a Finding of Necessity study in 2009. The results of the study confirmed that conditions existed for the formulation of a Community Redevelopment Agency (CRA). The CRA plan was completed and approved by the City Commission. The plan is now in the process of review and approval by Miami Dade County.

The CRA is generally bounded on the north by NW 151st Street, on the west by the Opa-locka Executive Airport, on the South by the Tri-Rail corridor, and on the east by a constructed storm water lake managed by the South Florida Water Management District. The 514 acre CRA covers approximately 18% of the City's total area.

The Redevelopment Plan gives a snapshot of recommendation and perspective that will encompass improvements in residential, commercial and industrial areas. There are four (4) primary districts:

- a) Magnolia North (formally "the Triangle")
- b) Magnolia Gardens (including Cuyahoga)
- c) City Center
- d) Opa-locka & LeJeune Commerce Areas

In the Magnolia North and Magnolia Gardens communities, the CRA is a catalyst to spearhead a number of initiatives and projects that will benefit the immediate redevelopment areas that have the potential to attract resources to the City at large. The benefits extend beyond the immediate redevelopment area because the maximum potential of the projects can spur the acquisition of funds and resources outside of the CRA boundaries.

SERVICES

When the CRA has all of its administrative powers and TIF Financing, it will undertake a number of initiatives such as:

- Affordable Housing Projects
- home Buyer Subsidy Loans
- Rehabilitation Loans
- Foreclosure Loans
- Infrastructure Projects
- Land Acquisition
- Façade improvements (Residential / Business)
- Business Assistance
- Commercial Grants
- Commercial Security
- Street Paving
- Landscaping
- Playgrounds
- Community/Cultural Events

COMMUNITY REDEVELOPMENT AGENCY

MAJOR ACCOMPLISHMENTS

- The City Commission approved the CRA Plan, CRA Board, and CRA Agency
- Have already initiated partnerships with Housing and Urban Development (HUD), Opa-locka Community Development Corporation (CDC), and Habitat for Humanity

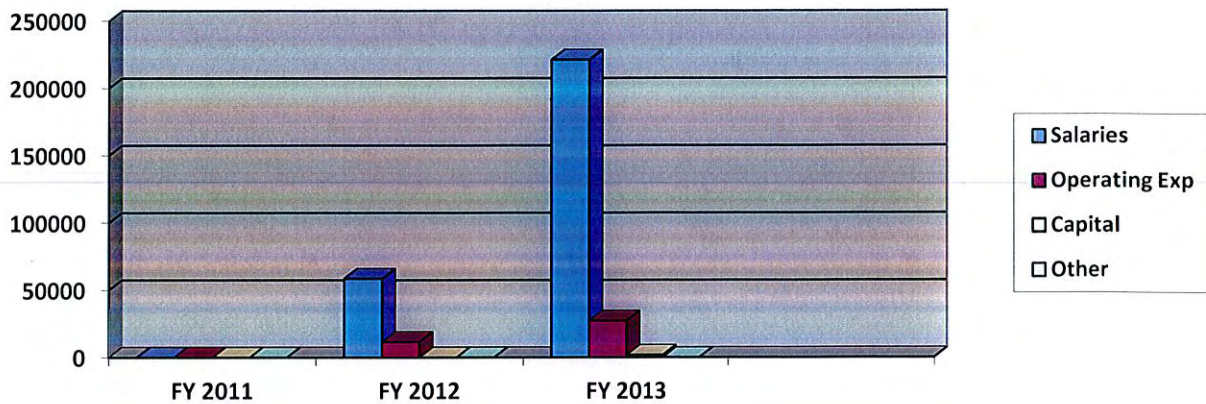
GOALS

City Goals	Department Goals
Increase Development	• Fully deploy the statutory powers of the CRA to bring physical redevelopment to the City as well as social and economic growth to the residents. • Work with our partners to utilize all dollars coming to the City to best advantage of the City. • Continue to seek dollars to fund the agency as well as bring more development to the City.

RESOURCE SUMMARY

	FY 2011	FY 2012	FY 2013
Category	Actual	Projected	Budget
Salaries & Benefits	\$0	\$58,488	\$221,045
Operating Expenses	0	11,500	27,200
Capital Outlay	0	0	1,755
Other	0	0	0
Total	\$0	\$69,988	\$250,000

COMMUNITY REDEVELOPMENT AGENCY



DEPARTMENT STAFFING

Position Title	Number Budgeted
CRA Director	1
Administrative Assistant	1
Outreach Coordinator	1
Total	3

FY 2013 DEPARTMENT HIGHLIGHTS

- Funding in the amount of \$250,000 is included as a transfer from the Water & Sewer Fund
- Funding is included to hire an Administrative Assistant and an Outreach Coordinator.

CITY OF OPA-LOCKA
ADOPTED EXPENDITURES BY FUND / DEPARTMENT
FY 2012-2013

10/26/2012

EXPENDITURES BY LINE ITEM		FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 AMENDED	FY 2012 PROJECTED	FY 2013 DEPT REQUESTS	FY 2013 ADOPTED
FUND	180 COMMUNITY REDEV AGENCY							
DEPT	15 COMMUNITY DEVELOPMENT							
DIV	77 CRA							
515110	SALARIES-EXECUTIVE	\$ -	\$ -	\$ 110,240	\$ 75,000	\$ 42,000	\$ 75,000	\$ 80,000
515120	SALARIES-REGULAR	-	-	35,360	50,000	-	35,360	100,000
515140	OVERTIME	-	-	-	-	-	-	-
515210	F. I. C. A. TAXES	-	-	11,140	9,560	3,213	8,440	13,770
515220	RETIREMENT CONTRIBUTION	-	-	7,150	7,390	7,390	5,730	9,335
515230	LIFE & HEALTH INSURANCE	-	-	5,060	5,550	3,000	8,125	11,940
515240	WORKER'S COMPENSATION	-	-	-	-	-	-	-
515245	ACCIDENTAL DEATH	-	-	-	-	-	-	-
515250	UNEMPLOYMENT COMPENSATION	-	-	-	-	-	-	-
515499	VEHICLE ALLOWANCE	-	-	-	4,000	2,885	-	6,000
	SALARIES AND RELATED COSTS	-	-	168,950	151,500	58,488	132,655	221,045
515311	EMPLOYEE PHYSICALS	-	-	-	2,000	-	-	-
515312	OTHER PROFESSIONAL SERVICES	-	-	7,500	6,000	6,000	7,500	18,000
515332	ACCOUNTING & AUDITING	-	-	-	18,000	-	-	3,500
515340	OTHER CONTRACTED SERVICES	-	-	5,000	2,500	2,500	5,000	-
515400	TRAVEL & PER DIEM	-	-	2,000	-	-	2,000	1,500
515440	RENTALS & LEASES	-	-	-	-	-	-	-
515461	REPAIR & MAIN - BUILDING	-	-	5,000	-	-	5,000	-
515470	PRINTING & BINDING	-	-	-	3,000	-	-	-
515480	PROMOTIONAL ACTIVITIES	-	-	-	3,000	-	-	-
515510	OFFICE SUPPLIES & EXPENSE	-	-	3,500	3,000	-	3,500	3,000
515520	OPERATING SUPPLIES & EXPENSE	-	-	-	3,000	1,000	-	-
515540	PUBL/SUBS/MEMBERSHIPS	-	-	550	3,000	1,000	550	600
515541	EDUCATION	-	-	-	2,000	1,000	-	600
	OPERATING EXPENSES	-	-	23,550	45,500	11,500	23,550	27,200
642	OFFICE FURN & EXPENSE	-	-	7,500	-	-	7,500	1,755
643	COMMUNICATION EQUIPMENT	-	-	-	1,500	-	-	-
646	COMPUTER EQUIPMENT	-	-	-	1,500	-	-	-
	CAPITAL OUTLAY	-	-	7,500	3,000	-	7,500	1,755
	TOTAL COMMUNITY REDEV AGENCY	\$ -	\$ -	\$ 200,000	\$ 200,000	\$ 69,988	\$ 163,705	\$ 250,000

PUBLIC WORKS

DEPARTMENT DESCRIPTION

The Public Works and Utilities Department is committed to improve the quality of life, and also to promote public health, safety, transportation, economic prosperity and sustainable economic growth through effective, efficient, and responsive delivery of a high quality and level of services to the residents of the community. The staff is committed to anticipating and identifying problems and needs within the community and the development and implementation of creative and innovative solutions. The Department provides planning, supervision, and management of four divisions: Administration, Building Maintenance, Roads & Streets, and Vehicle Maintenance.

Administration

The Administration Division is responsible for the overall monitoring of the department's operating and capital budgets and providing technical support to the other divisions within the department.

Building Maintenance

The Building Maintenance Division is responsible for the maintenance, repair, renovation and cleaning of all City facilities. The Department is working towards increasing the effectiveness and capabilities of the division by providing better services for our physical assets.

Roads and Streets

The Roads and Streets Division is responsible for the maintenance, repair and construction activities for all City dedicated streets, alleys and right-of-ways. Street resurfacing and paving are the most important issue facing the division this year.

Vehicle Maintenance

The Vehicle Maintenance Division has a major responsibility in the delivery of maintenance service for all city vehicles and heavy equipment. Staff is also required to assemble/modify equipment or tools and assist in the repairs of other ancillary equipment.

The Department also supervises the City's utilities including solid waste contract and water and sewer system.

SERVICES

* Maintenance of all City buildings	* Maintenance of all City vehicles
* Street resurfacing	* Monitor capital budget programs
* Cutting of right-of-ways and alleys	* Pothole and sidewalk repair

PUBLIC WORKS

GOALS

City Goals	Department Goals
Increased Public Safety	- Investment in Human Capital will focus on increasing employee technical knowledge through education and develop potential leadership skills. Focus will remain on safety, job education and customer service. - Continue maintaining all thoroughfares including pot hole patching, maintaining the streetscapes, right of ways, alleys, and improving street lighting, street signs and road markings. - Continue beautification program throughout the City including all City gateways and certain high visibility areas to encourage the greening of the City and a welcoming vision for all who visit or live in the City - Continue citywide landscaping and tree planting program which will help improve the environmental aesthetics and enhance the quality of life.
Continue Beautification and Go-Green Program	
Increase Revenue	- Reorganization of the garage which include the acquisition of Fleet Management software to better document fleet services to increase efficiencies, internal control, and enabling cost savings. - Creation of an inventory control system to account for all material and equipment purchase and ensure proper use of material with zero waste. - Complete all grant funded infrastructure projects and open the window to apply for additional grant dollars

PUBLIC WORKS

DEPARTMENT STAFFING

Position Title	Number Budgeted
<u>Administration</u>	
Director	1
Secretary	1
<u>Building Maintenance</u>	
Supervisor	1
Custodian	2
Carpenter	1
Electrician	1
<u>Roads and Streets</u>	
Supervisor	1
Maintenance Worker	4
Neighborhood Improv Specialist	1
Urban Rangers	4
<u>Vehicle Maintenance</u>	
Fleet Manager	1
Mechanic	3
Total Public Works Department	21

FY 2013 DEPARTMENT HIGHLIGHTS

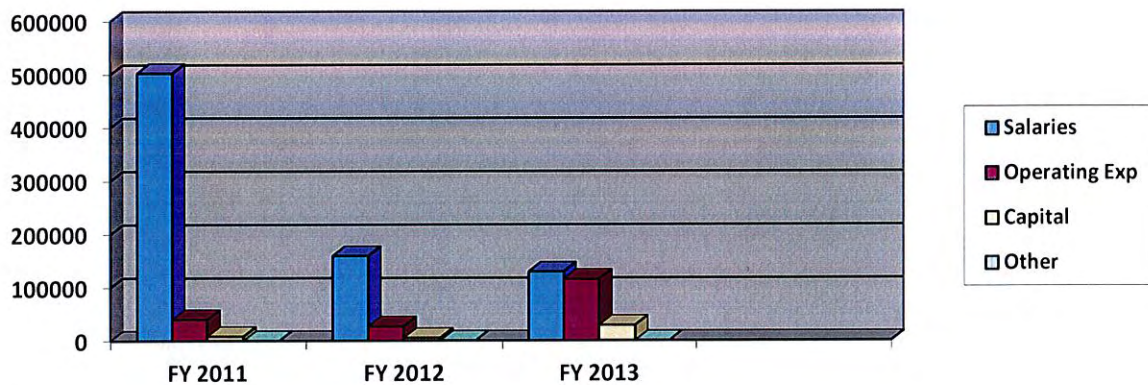
- Funding is included for Florida Department of Corrections contract.
- Funding in the amount of \$320,000 is included for fuel for City vehicles and equipment.
- Vehicle maintenance operating supplies in the amount of \$180,000 is included.
- The following Peoples' Transportation Tax projects are included:

NW 143 rd Street Roundabout Construction	\$116,715
Rutland Street Improvements	60,414
Citywide Sidewalk Improvements	500,000
Roadway Milling and Resurfacing	400,000
Bus Circulator	53,327
Total Projects	<u>\$1,130,456</u>

PUBLIC WORKS

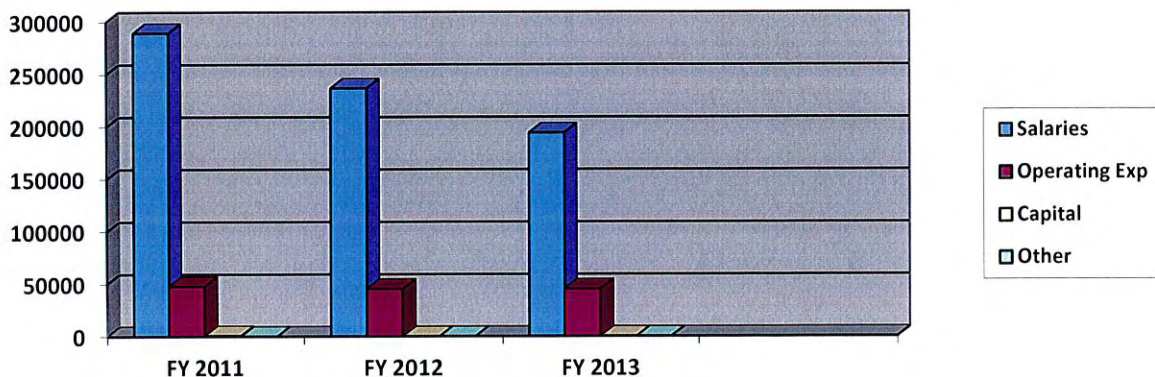
RESOURCE SUMMARY

Category	FY 2011 Actual	FY 2012 Projected	FY 2013 Budget
Administration			
Salaries & Benefits	\$501,949	\$159,060	\$128,945
Operating Expenses	39,627	26,820	115,260
Capital Outlay	8,123	5,175	28,695
Other	0	0	0
Sub-Total	\$549,699	\$191,055	\$272,900



Building Maintenance

Salaries & Benefits	\$288,986	\$236,485	\$193,840
Operating Expenses	47,595	45,300	45,000
Capital Outlay	545	0	0
Other	0	0	0
Sub-Total	\$337,126	\$281,785	\$238,840

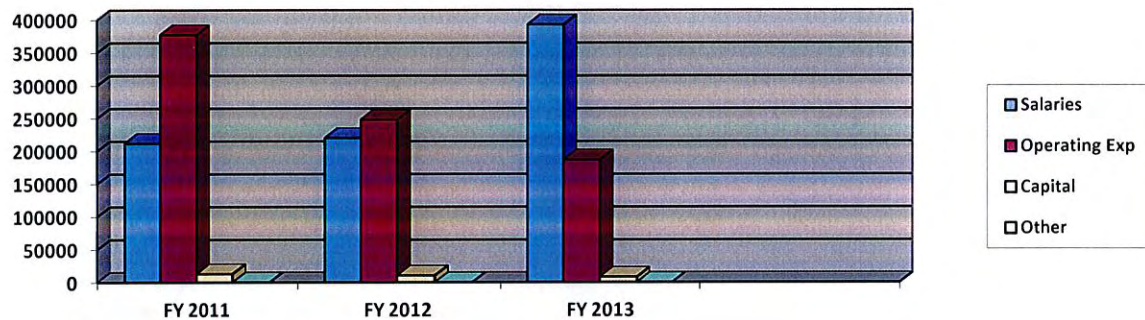


PUBLIC WORKS

Category	FY 2011 Actual	FY 2012 Projected	FY 2013 Budget
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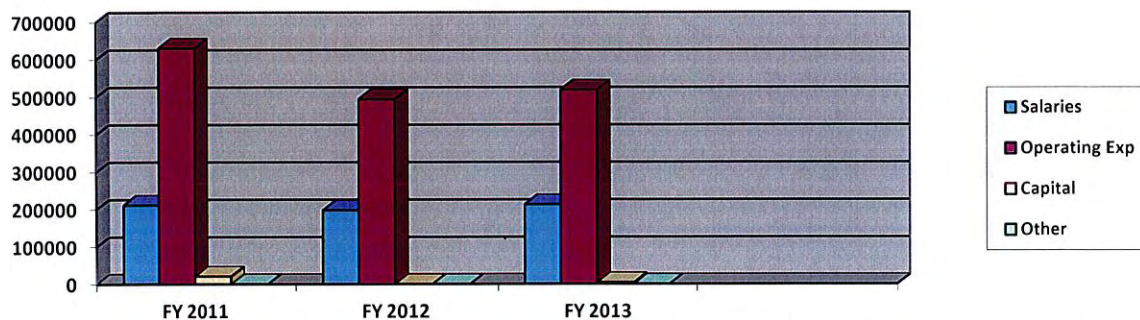
Roads and Streets

Salaries & Benefits	\$211,366	\$219,610	\$392,615
Operating Expenses	376,998	247,609	186,700
Capital Outlay	12,724	10,306	8,000
Other	0	0	0
Sub-Total	\$601,088	\$477,525	\$587,315



Vehicle Maintenance

Salaries & Benefits	\$210,660	\$197,119	\$212,390
Operating Expenses	630,319	494,200	518,500
Capital Outlay	20,428	0	4,000
Other	0	0	0
Sub-Total	\$861,407	\$691,319	\$734,890



Total Public Works Department	\$2,349,320	\$1,641,684	\$1,833,945
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FEMA Fund	\$1,005,259	\$5,495	\$0
Peoples Transportation Plan	\$126,343	\$405,035	\$1,130,456

CITY OF OPA-LOCKA
ADOPTED EXPENDITURES BY FUND / DEPARTMENT
FY 2012-2013

10/26/2012

EXPENDITURES BY LINE ITEM		FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 AMENDED	FY 2012 PROJECTED	FY 2013 DEPT REQUESTS	FY 2013 ADOPTED
FUND	001 GENERAL FUND							
DEPT	50 PUBLIC WORKS							
DIV	32 ADMINISTRATION							
541110	SALARIES- EXECUTIVE	\$ 179,196	\$ 285,868	\$ 85,000	\$ 85,000	\$ 85,000	\$ 83,200	\$ 62,400
541120	SALARIES- REGULAR	196,626	123,034	43,555	43,555	43,555	43,555	43,555
541140	OVERTIME	6,730	2,879	-	-	-	-	-
541210	F. I. C. A. TAXES	31,747	29,991	9,835	9,835	9,835	9,695	8,105
541220	RETIREMENT CONTRIBUTION	37,336	38,389	6,310	6,310	6,310	6,580	5,500
541230	LIFE & HEALTH INSURANCE	36,074	19,250	7,852	14,360	14,360	8,200	9,385
541240	WORKER'S COMPENSATION	-	-	-	-	-	-	-
541245	ACCIDENTAL DEATH	-	-	-	-	-	-	-
541250	UNEMPLOYMENT COMPENSATION	-	-	-	-	-	-	-
541499	TRAVEL - PRIVATE VEHICLE	1,324	2,538	-	-	-	-	-
	SALARIES AND RELATED COSTS	489,033	501,949	152,552	159,060	159,060	151,230	128,945
541311	EMPLOYEE PHYSICALS	-	-	-	-	-	-	-
541312	OTHER PROFESSIONAL SERVICES	33,496	28,682	-	-	12,020	-	-
541341	UNIFORM RENTAL/LAUNDRY	-	-	-	-	-	-	-
541340	OTHER CONTRACTED SERVICES	-	-	-	-	-	-	99,260
541400	TRAVEL & PER DIEM	-	-	-	-	-	-	-
541499	TRAVEL PRIVATE VEHICLE	-	-	-	-	-	-	-
541421	TEL & TEL	-	-	-	-	-	-	-
541420	POSTAGE & FREIGHT	170	132	1,500	200	200	1,000	1,000
541430	ELECTRIC, GAS & WATER	-	-	-	-	-	-	-
541440	RENTALS & LEASES	7,286	5,330	6,000	6,000	6,000	2,000	5,000
541461	REPAIR & MAINT-BLDG & EQUIP	575	453	30,000	5,000	4,000	5,000	5,000
541465	REPAIR & MAINT - OFFICE EQUIP	-	308	1,000	1,000	1,000	1,000	1,000
541470	PRINTING	-	-	-	-	-	-	-
541493	GENERAL EXPENSES	3,335	624	-	500	500	-	-
541450	GAS/OIL/GREASE	-	-	-	-	-	-	-
541510	OFFICE SUPPLIES & EXPENSE	2,096	1,662	2,000	2,000	1,600	3,000	3,000
541520	OPERATING SUPPLIES	3,504	2,308	1,500	1,500	1,500	1,000	1,000
541540	PUBL/SUBS/MEMEBRSHIPS	395	-	1,000	-	-	1,000	-
541541	EDUCATIONAL COSTS	-	128	2,000	-	-	2,000	-
	OPERATING EXPENSES	50,857	39,627	45,000	16,200	26,820	16,000	115,260
541640	MACHINERY & EQUIP	-	-	-	-	-	-	-
541642	OFFICE FURN & EQUIP	-	-	-	-	-	-	-
541646	COMPUTER EQUIPMENT	812	4,309	2,500	2,500	2,500	2,500	2,500
541648	AUTOMOTIVE LEASE	18,899	3,814	22,675	2,675	2,675	22,675	26,195
	CAPITAL OUTLAYS	19,711	8,123	25,175	5,175	5,175	25,175	28,695
	DEPRECIATION	-	-	-	-	-	-	-
	DIV T O T A L S:	\$ 559,601	\$ 549,699	\$ 222,727	\$ 180,435	\$ 191,055	\$ 192,405	\$ 272,900

CITY OF OPA-LOCKA
ADOPTED EXPENDITURES BY FUND / DEPARTMENT
FY 2012-2013

10/26/2012

EXPENDITURES BY LINE ITEM		FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 AMENDED	FY 2012 PROJECTED	FY 2013 DEPT REQUESTS	FY 2013 ADOPTED
FUND	001 GENERAL FUND							
DEPT	50 PUBLIC WORKS							
DIV	39 BUILDING MAINTENANCE							
541120	SALARIES-REGULAR	\$ 235,065	\$ 195,166	\$ 170,665	\$ 170,665	\$ 170,665	\$ 137,280	\$ 137,280
541140	OVERTIME	7,513	7,227	7,500	7,500	7,500	7,500	7,500
541210	F. I. C. A. TAXES	18,958	15,574	13,630	13,630	13,630	11,075	11,075
541220	RETIREMENT CONTRIBUTION	24,582	22,988	8,750	8,750	8,750	7,515	7,515
541230	LIFE & HEALTH INSURANCE	52,308	48,031	27,640	35,940	35,940	21,245	30,470
541240	WORKER'S COMPENSATION	-	-	-	-	-	-	-
541245	ACCIDENTAL DEATH	-	-	-	-	-	-	-
541250	UNEMPLOYMENT COMPENSATION	-	-	-	-	-	-	-
	SALARIES AND RELATED COSTS	338,426	288,986	228,185	236,485	236,485	184,615	193,840
541311	EMPLOYEE PHYSICALS	200	-	1,500	1,500	300	500	500
541312	OTHER PROFESSIONAL SERVICES	-	-	-	-	-	-	-
541341	UNIFORM RENTAL/LAUNDRY	5,881	5,061	4,000	4,000	6,000	4,000	4,000
541340	OTHER CONTRACTED SERVICES	1,390	-	-	-	600	-	-
541390	CONTINGENCIES	-	-	-	-	-	-	-
541421	TEL & TEL	-	-	-	-	-	-	-
541440	RENTALS & LEASES	911	-	-	-	900	-	-
541461	REPAIR & MAINT-BLDG & EQUIP	-	-	-	-	-	-	-
541465	REPAIR & MAINT-OFFICE EQUIP	-	-	-	-	-	-	-
541461	REPAIR & MAINT-MACH & EQUIP	-	-	-	-	-	-	-
541493	GENERAL EXPENSES	4,753	1,107	2,000	2,000	3,500	3,000	3,000
541450	GAS/OIL/GREASE	-	-	-	-	-	-	-
541520	OPERATING SUPPLIES	47,351	41,427	33,000	33,000	33,000	35,000	35,000
541541	EDUCATIONAL COSTS	-	-	-	-	-	-	-
541550	SMALL TOOLS & SUPPLIES	-	-	5,000	5,000	1,000	5,000	2,500
	OPERATING EXPENSES	60,486	47,595	45,500	45,500	45,300	47,500	45,000
541640	MACHINERY & EQUIP	-	-	-	-	-	-	-
541733	STEP TRUCK & PICK-UP LEASE	-	-	-	-	-	-	-
541643	COMM EQUIP	-	-	-	-	-	-	-
541641	AUTOMOTIVE EQUIPMENT	-	-	-	-	-	-	-
541631	LIBRARY RENOVATIONS	-	-	-	-	-	-	-
541648	AUTOMOTIVE LEASE	-	545	4,000	-	-	-	-
	CAPITAL OUTLAYS	-	545	4,000	-	-	-	-
	DIV TOTALS:	\$ 398,912	\$ 337,126	\$ 277,685	\$ 281,985	\$ 281,785	\$ 232,115	\$ 238,840

CITY OF OPA-LOCKA
ADOPTED EXPENDITURES BY FUND / DEPARTMENT
FY 2012-2013

10/26/2012

EXPENDITURES BY LINE ITEM		FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 AMENDED	FY 2012 PROJECTED	FY 2013 DEPT REQUESTS	FY 2013 ADOPTED
FUND	001 GENERAL FUND							
DEPT	50 PUBLIC WORKS							
DIV	41 ROADS AND STREETS							
541120	SALARIES-REGULAR	\$ 185,281	\$ 149,405	\$ 169,190	\$ 169,190	\$ 169,190	\$ 307,590	\$ 284,275
541130	SALARIES-P/TIME & TEMP	-	-	-	-	-	-	-
541140	OVERTIME	5,379	3,142	5,000	5,000	5,000	5,000	5,000
541210	F. I. C. A. TAXES	14,942	11,687	13,325	13,325	13,325	23,915	22,130
541220	RETIREMENT CONTRIBUTION	17,654	15,840	8,555	8,555	8,555	16,225	15,015
541230	LIFE & HEALTH INSURANCE	35,517	31,292	23,541	23,540	23,540	52,090	66,195
541240	WORKER'S COMPENSATION	-	-	-	-	-	-	-
541245	ACCIDENTAL DEATH	-	-	-	-	-	-	-
541250	UNEMPLOYMENT COMPENSATION	-	-	-	-	-	-	-
SALARIES AND RELATED COSTS		258,773	211,366	219,611	219,610	219,610	404,820	392,615
541311	EMPLOYEE PHYSICALS	-	-	200	200	200	200	200
541312	OTHER PROFESSIONAL SERVICES	-	-	-	-	-	-	-
541340	OTHER CONTRACTED SERVICES	355,867	295,788	57,000	125,000	170,000	100,000	100,000
541341	UNIFORM RENTAL/LAUNDRY	4,267	4,036	4,500	4,500	4,500	4,500	4,500
541390	CONTINGENCIES	-	-	-	-	-	-	-
541421	TEL & TEL	-	-	-	-	-	-	-
541440	RENTALS & LEASES	-	2,078	-	-	1,409	-	-
541450	GAS/OIL/GREASE	-	-	-	-	-	-	-
541466	REP & MAINT - VEH & EQUIP	-	147	-	-	-	-	-
541467	REP & MAINT - MACH & EQUIP	12,229	6,337	4,000	15,000	15,000	15,000	15,000
541470	PRINTING	-	-	-	-	-	-	-
541493	GENERAL EXPENSES	11,056	10,038	7,000	5,000	8,500	8,000	7,000
541520	OPERATING SUPPLIES	47,641	48,542	45,000	40,000	40,000	50,000	45,000
541530	ROAD MATERIALS & SUPPLIES	23,004	10,032	20,000	17,000	8,000	25,000	15,000
541541	EDUCATIONAL COSTS	358	-	-	-	-	-	-
541550	SMALL TOOLS & SUPPLIES	-	-	1,000	-	-	1,000	-
OPERATING EXPENSES		454,422	376,998	138,700	206,700	247,609	203,700	186,700
541640	MACHINERY & EQUIP	8,250	1,136	10,000	10,306	10,306	8,000	8,000
541641	AUTOMOTIVE EQUIPMENT	-	-	-	-	-	-	-
541630	IMPROV OTHER THAN BLDG	-	-	-	-	-	-	-
541648	AUTO LEASE	1,596	11,588	-	-	-	-	-
541643	COMM EQUIP	-	-	-	-	-	-	-
541980	DEPRECIATION	-	-	-	-	-	-	-
CAPITAL OUTLAYS		9,846	12,724	10,000	10,306	10,306	8,000	8,000
DIV TOTALS:		\$ 723,041	\$ 601,088	\$ 368,311	\$ 436,616	\$ 477,525	\$ 616,520	\$ 587,315

CITY OF OPA-LOCKA
ADOPTED EXPENDITURES BY FUND / DEPARTMENT
FY 2012-2013

10/26/2012

EXPENDITURES BY LINE ITEM		FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 AMENDED	FY 2012 PROJECTED	FY 2013 DEPT REQUESTS	FY 2013 ADOPTED
FUND	001 GENERAL FUND							
DEPT	50 PUBLIC WORKS							
DIV	49 VEHICLE MAINT							
541110	SALARIES-EXECUTIVE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
541120	SALARIES-REGULAR	158,554	158,114	114,340	159,430	159,430	159,435	159,435
541130	SALARIES-P/TIME & TEMP	-	-	-	-	-	-	-
541140	OVERTIME	459	-	500	500	500	500	500
541210	F. I. C. A. TAXES	12,407	12,251	8,785	12,235	12,235	12,235	12,235
541220	RETIREMENT CONTRIBUTION	16,728	14,557	5,640	7,854	7,854	8,300	8,300
541230	LIFE & HEALTH INSURANCE	29,581	25,738	11,832	17,100	17,100	23,485	31,920
541240	WORKER'S COMPENSATION	-	-	-	-	-	-	-
541245	ACCIDENTAL DEATH	-	-	-	-	-	-	-
541250	UNEMPLOYMENT COMPENSATION	-	-	-	-	-	-	-
SALARIES AND RELATED COSTS		217,729	210,660	141,097	197,119	197,119	203,955	212,390
541311	EMPLOYEE PHYSICALS	-	-	-	-	-	-	-
541312	OTHER PROFESSIONAL SERVICES	-	-	-	-	-	-	-
541341	UNIFORM RENTAL/LAUNDRY	4,489	5,061	3,000	3,000	4,200	3,000	3,500
541340	OTHER CONTRACTED SERVICES	-	-	-	-	-	-	-
541440	RENTALS & LEASES	-	-	-	-	-	-	-
541461	REP & MAINT BLDG & EQUIP	-	-	-	-	-	25,000	15,000
541467	REP & MAINT - MACH & EQUIP	-	-	-	-	-	-	-
541493	GENERAL EXPENSES	-	-	-	-	-	-	-
541450	GAS/OIL/GREASE	290,040	432,984	300,000	300,000	300,000	300,000	320,000
541510	OFFICE SUPPLIES	-	-	-	-	-	-	-
541520	OPERATING SUPPLIES	192,492	192,274	154,000	154,000	190,000	160,000	180,000
541541	EDUCATIONAL COSTS	-	-	-	-	-	-	-
541550	SMALL TOOLS	-	-	-	-	-	-	-
541466	REPAIR & MAINT-VEH & EQUIP	-	-	-	-	-	-	-
OPERATING EXPENSES		487,021	630,319	457,000	457,000	494,200	488,000	518,500
541640	MACHINERY & EQUIP	-	20,428	-	-	-	-	-
541642	OFFICE FURNITURE & EQUIP	-	-	-	-	-	-	-
541646	COMPUTER EQUIPMENT	14,355	-	-	-	-	4,000	4,000
CAPITAL OUTLAYS		14,355	20,428	-	-	-	4,000	4,000
D I V T O T A L S:		719,105	861,407	598,097	654,119	691,319	695,955	734,890
TOTAL PUBLIC WORKS DEPARTMENT		\$ 2,400,659	\$ 2,349,320	\$ 1,466,820	\$ 1,553,155	\$ 1,641,684	\$ 1,736,995	\$ 1,833,945

CITY OF OPA-LOCKA
ADOPTED EXPENDITURES BY FUND / DEPARTMENT
FY 2012-2013

10/26/2012

EXPENDITURES BY LINE ITEM			FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 AMENDED	FY 2012 PROJECTED	FY 2013 DEPT REQUESTS	FY 2013 ADOPTED
FUND	169	FEDERAL EMERGENCY MGMNT							
DEPT	50	PUBLIC WORKS							
DIV	45	PUBLIC WORKS ADMINSTRTION							
538312	OTHER PROFESSIONAL SERVICES	\$	-	\$	-	\$	-	\$	-
538340	OTHER CONT SERVICES		551,671		-		-		-
538469	DEBRIS REMOVAL HURRICANE IREN		-		-		-		-
538493	GENERAL EXPENSES		-	5,259	-	5,495	5,495	-	-
	OPERATING EXPENSES		551,671	5,259	-	5,495	5,495	-	-
538914	FUND DEFICIT RESERVE		-	-	-	-	-	-	-
538909	TRANSFER OUT - GENERAL FUND		-	1,000,000	-	-	-	-	-
	NON-OPERATING EXPENSES		-	1,000,000	-	-	-	-	-
	TOTAL FEMA GRANT FUND	\$	551,671	\$	1,005,259	\$	-	\$	5,495

CITY OF OPA-LOCKA
ADOPTED EXPENDITURES BY FUND / DEPARTMENT
FY 2012-2013

10/26/2012

EXPENDITURES BY LINE ITEM		FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 AMENDED	FY 2012 PROJECTED	FY 2013 DEPT REQUESTS	FY 2013 ADOPTED
FUND	176 PEOPLES' TRANSPORTATION PLAN FUND							
DEPT	50 PUBLIC WORKS ADMINISTRATION							
DIV	47 PEOPLES' TRANSPORTATION PLAN							
541110	SALARIES-EXECUTIVE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
541120	SALARIES-REGULAR	-	-	-	-	-	-	-
541130	SALARIES-P/T & TEMP	-	-	-	-	-	-	-
541140	OVERTIME	-	-	-	-	-	-	-
541210	F.I.C.A. TAXES	-	-	-	-	-	-	-
541220	RETIREMENT CONTRIBUTION	-	-	-	-	-	-	-
541230	LIFE & HEALTH INSURANCE	-	-	-	-	-	-	-
541240	WORKER'S COMPENSATION	-	-	-	-	-	-	-
541245	ACCIDENTAL DEATH	-	-	-	-	-	-	-
541250	UNEMPLOYMENT COMPENSATION	-	-	-	-	-	-	-
	SALARIES AND RELATED COSTS	-	-	-	-	-	-	-
541340	OTHER CONTRACTED SRVS	-	-	-	-	-	-	53,327
541400	TRAVEL - PER DIEM	-	-	-	-	-	-	-
541420	POSTAGE	-	-	-	-	-	-	-
541421	TELE & TELEGRAPH	-	-	-	-	-	-	-
541430	ELECTRIC/GAS/WATER	-	-	-	-	-	-	-
541440	RENTALS & LEASES	-	-	-	-	-	-	-
541493	GENERAL EXPENSES	-	-	-	-	-	-	-
541450	GAS OIL GREASE	-	-	-	-	-	-	-
541510	OFFICES SUPPLIES & EXPENSE	-	-	-	-	-	-	-
541520	OPERATING SUPPLIES	-	1,921	-	-	-	-	-
541461	REP MAINT BLDG-EQUIP	-	-	-	-	-	-	-
541541	EDUCATIONAL COSTS	-	-	-	-	-	-	-
	OPERATING EXPENSES	-	1,921	-	-	-	-	53,327
541646	COMPUTER EQUIPMENT	-	-	-	-	-	-	-
541630	IMPROV OTHER THAN BLDGS	-	-	400,000	441,465	-	-	900,000
541641	AUTOMOTIVE EQUIPMENT	-	-	-	-	-	-	-
541803	NW 139TH STREET IMPROVEMENTS	-	-	3,548	3,548	-	-	-
541805	NW 143RD STREET IMPROVEMENTS	-	-	292,500	351,035	351,035	-	116,715
541806	NW 128TH STREET IMPROVEMENTS	-	-	161,458	161,458	-	-	-
541807	RUTLAND STREET IMPROVEMENTS	-	-	60,414	60,414	-	-	60,414
541810	CIRCULATOR - MPO	-	124,422	145,130	145,130	54,000	-	-
541820	CAIRO LANE IMPROVEMENTS	-	-	100,000	-	-	-	-
	CAPITAL OUTLAY	-	124,422	1,163,050	1,163,050	405,035	-	1,077,129
541909	TRANSFER OUT - GENERAL FUND	-	-	-	-	-	-	-
541916	TRANSFER OUT - CAP PROJ FUND	-	-	-	-	-	-	-
	NON OPERATING EXPENSES	-	-	-	-	-	-	-
	TOTAL PEOPLES' TRANS TAX FUND	\$ -	\$ 126,343	\$ 1,163,050	\$ 1,163,050	\$ 405,035	\$ -	\$ 1,130,456

CITY OF OPA-LOCKA
ADOPTED EXPENDITURES BY FUND / DEPARTMENT
FY 2012-2013

10/26/2012

EXPENDITURES BY LINE ITEM		FY 2010		FY 2011		FY 2012		FY 2012		FY 2012		FY 2013	FY 2013
		ACTUAL		ACTUAL		ADOPTED		AMENDED		PROJECTED		DEPT REQUESTS	
FUND	310 CAPITAL ACQUISITION												
DEPT	50 PUBLIC WORKS												
DIV	42 STREETS/DRAINAGE MAINT												
541748	INFRA-STRUCTURE IMPROVEMENTS	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
	CAPITAL OUTLAY		-		-		-		-		-		-
	DIV. TOTALS:		-		-		-		-		-		-
FUND	310 CAPITAL ACQUISITION												
DEPT	50 PUBLIC WORKS												
DIV	33 ADMINISTRATION												
541493	GENERAL EXPENSES		18		-		-		-		-		-
541648	AUTOMOTIVE LEASE/PURCHASE		-		21,540		-		-		-		-
541804	DEMOLITION		-		-		-		-		-		-
	CAPITAL OUTLAY		18		21,540		-		-		-		-
FUND BALANCE RESERVE			-		-		-		-		-		-
DIV. TOTAL		\$	18	\$	21,540	\$	-	\$	-	\$	-	\$	-
TOTAL CAPITAL ACQUISITION FUND		\$	18	\$	21,540	\$	-	\$	-	\$	-	\$	-

PUBLIC UTILITIES – SOLID WASTE

DEPARTMENT DESCRIPTION

The City recently renewed the contract with Waste Management, Inc. for collection and disposal of commercial solid waste. The collection of Residential Waste is handled by Choice Environmental. The City currently receives a 26% franchise fee for commercial solid waste collected and disposed of by Waste Management.

The City continues to face many challenges in the area of illegal dumping all over the City. Provisions have been made with Code Enforcement to identify and prosecute alleged trash dumpers. Additionally, the Florida Department of Corrections Worker Program continues to assist with the collection of illegally dumped solid waste.

The City has an inter-local agreement with Miami-Dade County for residential recycling services.

SERVICES

- * Monitor garbage and trash collection by contractors
- * Pick up illegally dumped trash

GOALS

City Goals

Increase Revenue

Improve City Overall Perception

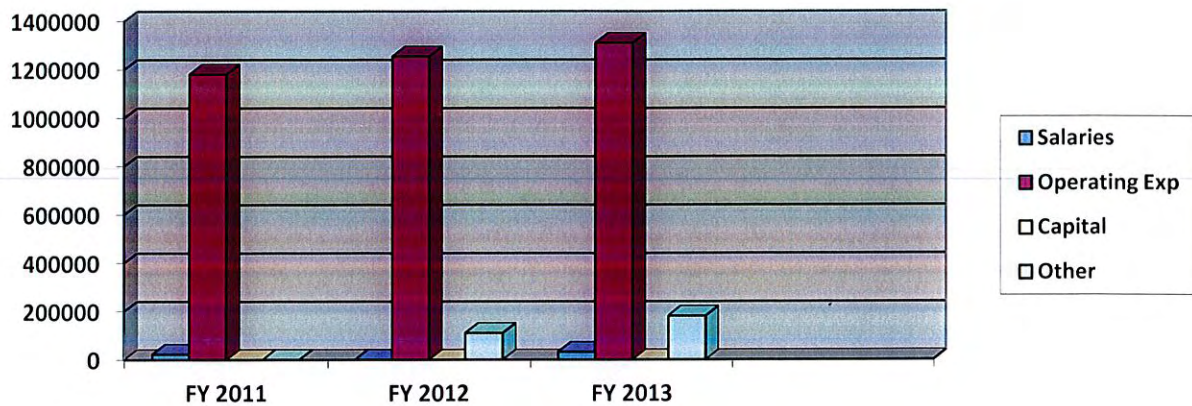
Department Goals

- Work with Commercial Waste Contractor to ensure that all commercial industries are being serviced and billed.
- Continue to work with Code Enforcement to reduce illegal dumping throughout the City.

RESOURCE SUMMARY

	FY 2011	FY 2012	FY 2013
Category	Actual	Projected	Budget
Salaries & Benefits	\$22,335	\$0	\$31,830
Operating Expenses	1,180,684	1,253,990	1,309,705
Capital Outlay	0	0	0
Other	0	109,910	180,485
Total	\$1,203,019	\$1,363,900	\$1,522,020

PUBLIC UTILITIES – SOLID WASTE



Position Title	Number Budgeted
Maintenance Worker	1
Total	1

FY 2013 DEPARTMENT HIGHLIGHTS

- Funding is included for the residential waste collection services contract.
- Both the residential services contract and the commercial services contract expire February 2013. An RFP will be issued and there is the potential for increased services and reduced costs.

CITY OF OPA-LOCKA
ADOPTED EXPENDITURES BY FUND / DEPARTMENT
FY 2012-2013

10/26/2012

EXPENDITURES BY LINE ITEM		FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 AMENDED	FY 2012 PROJECTED	FY 2013 DEPT REQUESTS	FY 2013 ADOPTED
FUND	410 SOLID WASTE MGMT							
DEPT	50 PUBLIC UTILITIES							
DIV	34 GARBAGE/SOLID WASTE DISPOSAL							
534110	SALARIES-EXECUTIVE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
534120	SALARIES-REGULAR	-	-	-	-	-	-	23,320
534140	OVERTIME	-	-	-	-	-	-	-
534210	F. I. C. A. TAXES	-	-	-	-	-	-	1,785
534220	RETIREMENT CONTRIBUTION	-	-	-	-	-	-	1,210
534230	LIFE & HEALTH INSURANCE	-	-	-	-	-	-	5,515
534240	WORKER'S COMPENSATION	-	22,335	55,000	55,000	-	-	-
534245	ACCIDENTAL DEATH	-	-	-	-	-	-	-
534250	UNEMPLOYMENT COMPENSATION	-	-	-	-	-	-	-
	SALARIES AND RELATED COST	-	22,335	55,000	55,000	-	-	31,830
534311	EMPLOYEE PHYSICALS	-	-	-	-	-	-	-
534340	OTHER CONTRACTED SERVICES	938,775	969,753	952,600	1,020,000	1,020,000	998,570	1,004,980
534341	UNIFORM RENTAL/LAUNDRY	-	-	-	-	-	-	-
534391	RE-IMBUESE ADMIN. COSTS G/F	-	78,500	75,500	105,490	105,490	75,500	153,575
534340	CONTRACTED SERVICES	-	-	-	-	-	-	-
534421	TEL & TEL	-	-	-	-	-	-	-
534431	SOLID WASTE DISPOSAL	67,715	71,691	60,000	60,000	60,000	50,000	60,000
534440	RENTALS & LEASES	-	-	-	-	-	-	-
534451	INSURANCE	-	-	5,500	5,500	5,500	5,500	5,650
534493	GENERAL EXPENSES	-	-	-	-	-	-	-
534450	GAS/OIL/GREASE	-	-	12,500	12,500	-	12,500	12,500
534520	OPERATING SUPPLIES	-	-	-	-	-	-	-
534541	EDUCATIONAL COSTS	-	-	-	-	-	-	-
534467	REPAIR & MAINT-MACH & EQUIP	-	-	10,000	10,000	-	10,000	10,000
534466	REPAIR & MAINT-VEH & EQUIP	-	-	-	-	-	-	-
534592	CURBSIDE RECYCLING	63,608	60,740	63,000	63,000	63,000	63,000	63,000
	OPERATING EXPENSES	1,070,098	1,180,684	1,179,100	1,276,490	1,253,990	1,215,070	1,309,705
534641	AUTOMOTIVE EQUIPMENT	-	-	-	-	-	-	-
534641	AUTOMOTIVE LEASE	-	-	-	-	-	-	-
	CAPITAL OUTLAYS	-	-	-	-	-	-	-
534720	INTEREST	-	-	-	-	-	-	-
534916	RESERVE FOR SICK/ANNUAL LEAVE	-	-	17,500	17,500	17,500	-	17,500
534920	LOSS ON DISP OF FIXED ASSETS	-	-	-	-	-	-	-
534980	DEPRECIATION	-	-	-	-	-	-	-
	NON - OPERATING EXPENSES	-	-	17,500	17,500	17,500	-	17,500
	DEFICIT REDUCTION	-	-	189,800	92,410	92,410	-	162,985
	DIVISION TOTALS:	1,070,098	1,203,019	1,441,400	1,441,400	1,363,900	1,215,070	1,522,020
	DEPT TOTAL	1,070,098	1,203,019	1,441,400	1,441,400	1,363,900	1,215,070	1,522,020
	TOTAL SOLID WASTE FUND	\$ 1,070,098	\$ 1,203,019	\$ 1,441,400	\$ 1,441,400	\$ 1,363,900	\$ 1,215,070	\$ 1,522,020

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PUBLIC UTILITIES – WATER & SEWER

DEPARTMENT DESCRIPTION

The Utility Division is responsible for delivery of water and sewer services to the City. The City buys water and disposes sewer under an inter-local agreement with Miami-Dade County. The City owns approximately 50 miles of water mains and provides water to all areas in the city. Complete infrastructure construction, repairs and maintenance are performed as part of the service.

The City is mandated to operate this fund along with some other enterprise funds in a business-like manner and assures operating reserves are sufficient to cover all costs of operations and depreciation. In addition, progress must be continually made to eliminate deficits over the next 10 years.

The four components of the division are meter reading, water, customer service, and sewer.

SERVICES

- | | |
|--------------------------------------|--|
| * Read meters for monthly billing | * Maintain sewer lines, pump stations, and force mains |
| * Validate and/or Repair meters | * Establish new residential or business services |
| * Maintain water distribution system | |

MAJOR ACCOMPLISHMENTS

- Completed the construction and rehabilitation of Pump Stations 14 and 11A

PUBLIC UTILITIES – WATER & SEWER

GOALS

City Goals	Department Goals
Increase Efficiencies/Revenues	• Prepare electronic water distribution and sewer system Atlas • Survey and rehabilitate all area of sewer system to ensure optimum efficiency • Create maintenance and repair history of all lift stations • Prepare valve exercise program for all sanitary sewer force mains • Resolve electronic meter reading issues in order to transition to automated meter readings
Increase Development throughout the City	• Continue to rehabilitate pump stations to bring sewer system into compliance with DERM requirements and remove moratorium on sanitary sewer lift stations

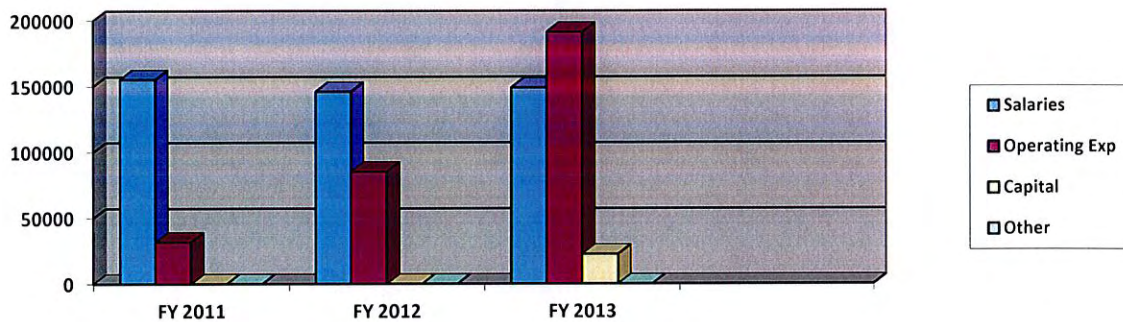
DEPARTMENT STAFFING

Position Title	Number Budgeted
Project/Utilities Engineer	2
Project Manager	1
Project Coordinator	1
Administrative Assistant	1
Meter Reader Supervisor	1
Meter Reader	3
Water Services Supervisor	1
Water Services Utility Mechanic	4
Sewer Services Supervisor	1
Sewer Services Utility Mechanic	3
Customer Care	2
Total	20

PUBLIC UTILITIES – WATER & SEWER

RESOURCE SUMMARY

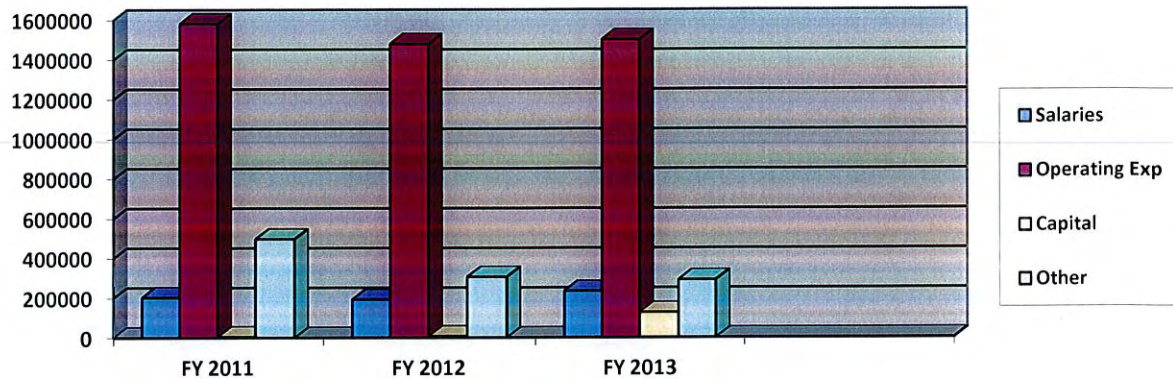
Category	FY 2011 Actual	FY 2012 Projected	FY 2013 Budget
<u>Meter Readers</u>			
Salaries & Benefits	\$154,983	\$145,735	\$148,800
Operating Expenses	31,728	85,160	191,000
Capital Outlay	0	0	22,500
Other	0	0	0
Sub-Total	\$186,711	\$230,895	\$362,300



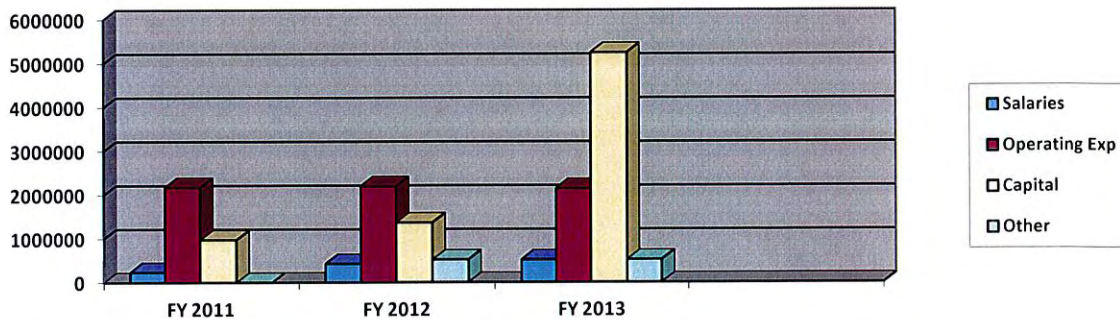
Water Services

Salaries & Benefits	\$201,504	\$191,265	\$233,020
Operating Expenses	1,580,515	1,478,000	1,500,125
Capital Outlay	3,731	6,662	126,500
Other	495,845	305,000	290,000
Sub-Total	\$2,281,595	\$1,980,927	\$2,149,645

PUBLIC UTILITIES – WATER & SEWER

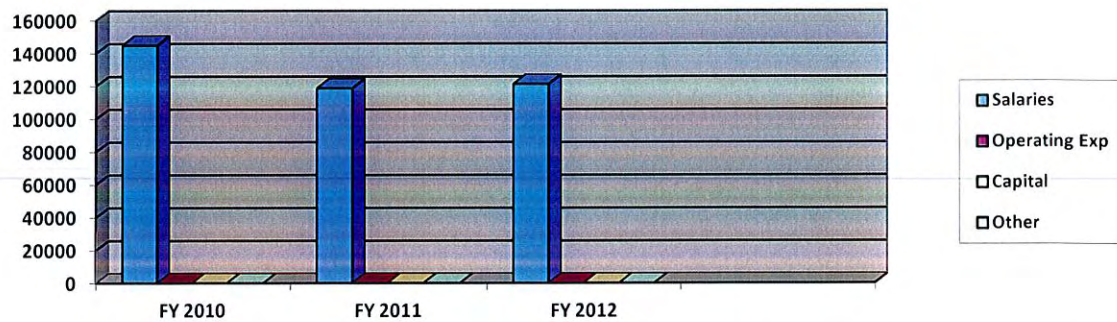


Category	FY 2011 Actual	FY 2012 Projected	FY 2013 Budget
Sewer Services			
Salaries & Benefits	\$229,006	\$421,590	\$512,410
Operating Expenses	2,170,821	2,195,555	2,139,760
Capital Outlay	973,065	1,365,000	5,244,665
Other	0	517,500	517,500
Sub-Total	\$3,372,892	\$4,499,645	\$8,414,335



Customer Service			
Salaries & Benefits	\$127,991	\$111,365	\$121,045
Operating Expenses	0	0	0
Capital Outlay	0	0	0
Other	0	0	0
Sub-Total	\$127,991	\$111,365	\$121,045

PUBLIC UTILITIES – WATER & SEWER



Utility Billing (Finance Dept)	840,829	3,449,451	1,590,280
Total Water and Sewer Department	\$6,810,018	\$10,272,283	\$12,637,605

2013 DEPARTMENT HIGHLIGHTS

→ FY 2012-2013 Water & Sewer Capital Projects includes the following:

Capital Project	Operating Funds	Grant Funds	Total Cost
Wastewater Improvement - Pump St 8	\$115,000	\$550,000	\$665,000
Wastewater Improvement - Pump St 7	700,000		700,000
Wastewater Improvement - Pump St 11B	159,000	391,000	550,000
Wastewater Improvement - Pump St 5	550,000		550,000
Wastewater Improvement - Pump St 10	676,545		676,545
Wastewater Improvement - Pump St 11C	496,120	979,000	1,475,120
SSES CCTV & Lining	300,000		300,000
New Water & Sewer Atlas Survey	150,000		150,000
Control and Monitoring System /SCADA	125,000		125,000
Fire Hydrant & Valve Repair/Replacement	30,000		30,000
Leak Detection Program	20,000		20,000
Data Collection for Peak Flow Study	20,000		20,000
Rain Peak Flow Study	15,000		15,000
Total	\$3,356,665	\$1,920,000	\$5,276,665

→ Grant funds in the amount of \$1,920,000 include the following:

- 2009 State Legislative Appropriation in the amount of \$500,000; of which the City will receive \$485,000 after deduction of State administrative fees

PUBLIC UTILITIES – WATER & SEWER

- 2010 State Legislative Appropriation in the amount of \$500,000; of which the City will receive \$485,000 after deduction of State administrative fees
 - Miami Dade County Community Development Block Grant in the amount of \$550,000 for pump station #8
 - Miami Dade County Community Development Block Grant in the amount of \$300,000 for pump station #11C
- A Water and Sewer reserve of \$500,000 is funded and a sick/vacation leave reserve is funded at \$17,500.
- In the Meter Reader Division, funding in the amount of \$135,000 is included for contract landscape services to cut and maintain alleys. Most water meters are located in alleys and overgrown alleys sometime prohibit obtaining actual meter readings.

CITY OF OPA-LOCKA
ADOPTED EXPENDITURES BY FUND / DEPARTMENT
FY 2012-2013

10/26/2012

EXPENDITURES BY LINE ITEM			FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 AMENDED	FY 2012 PROJECTED	FY 2013 DEPT REQUESTS	FY 2013 ADOPTED
FUND	440	WATER & SEWER							
DEPT	50	PUBLIC UTILITIES							
DIV	63	METER READERS							
533110		SALARIES-EXECUTIVE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
533120		SALARIES-REGULAR	121,410	109,380	132,915	132,915	110,455	132,915	108,825
533130		SALARIES-P/TIME & TEMP	-	-	-	-	-	-	-
533140		OVERTIME	3,514	1,917	5,000	5,000	5,000	5,000	5,000
533210		F.I.C.A. TAXES	9,064	8,705	10,165	10,165	8,830	10,165	8,705
533220		RETIREMENT CONTRIBUTION	11,577	10,279	6,525	6,525	5,775	6,525	5,910
533230		LIFE & HEALTH INSURANCE	22,256	24,702	23,745	23,745	15,675	23,745	20,360
533240		WORKER'S COMPENSATION	-	-	-	-	-	-	-
533245		ACCIDENTAL DEATH	-	-	-	-	-	-	-
533250		UNEMPLOYMENT COMPENSATION	-	-	-	-	-	-	-
		SALARIES AND RELATED COST	167,821	154,983	178,350	178,350	145,735	178,350	148,800
533311		EMPLOYEE PHYSICALS	-	-	-	-	-	-	-
533340		OTHER CONTRACTED SERVICES	305	-	-	-	-	-	135,000
533341		UNIFORM RENTAL/LAUNDRY	1,812	1,938	2,000	2,000	2,000	2,000	2,000
533390		CONTINGENCIES	-	-	-	48,160	48,160	-	-
533440		RENTALS & LEASES	-	-	-	-	-	-	-
533493		GENERAL EXPENSES	-	-	-	-	-	-	-
533450		GAS/OIL/GREASE	-	-	-	-	-	-	-
533510		OFFICE SUPPLIES & EXPENSE	-	-	-	-	-	-	-
533520		OPERATING SUPPLIES	30,417	29,790	20,000	35,000	35,000	30,000	30,000
533541		EDUCATIONAL COSTS	-	-	-	-	-	3,000	-
533550		SMALL TOOLS & SUPPLIES	-	-	-	-	-	-	-
533461		REPAIR & MAINT BLDG & EQUIP	-	-	-	-	-	24,000	24,000
533466		REPAIR & MAINT VEH & EQUIP	-	-	-	-	-	-	-
		OPERATING EXPENSES	32,534	31,728	22,000	85,160	85,160	59,000	191,000
533630		IMPROV OTHER THAN BLDGS	-	-	30,000	-	-	30,000	-
533640		MACHINERY & EQUIPMENT	-	-	-	-	-	-	-
533648		AUTO LEASE	-	-	-	-	-	20,000	20,000
533643		COMM EQUIP	-	-	-	-	-	2,500	2,500
533720		INTEREST	-	-	-	-	-	-	-
533730		OTHER DEBT SERVICE COSTS	-	-	-	-	-	-	-
		CAPITAL OUTLAYS	-	-	30,000	-	-	52,500	22,500
533980		DEPRECIATION	-	-	-	-	-	-	-
		DEPRECIATION	-	-	-	-	-	-	-
		DIVISION TOTALS:	\$ 200,355	\$ 186,711	\$ 230,350	\$ 263,510	\$ 230,895	\$ 289,850	\$ 362,300

CITY OF OPA-LOCKA
ADOPTED EXPENDITURES BY FUND / DEPARTMENT
FY 2012-2013

10/26/2012

EXPENDITURES BY LINE ITEM			FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 AMENDED	FY 2012 PROJECTED	FY 2013 DEPT REQUESTS	FY 2013 ADOPTED
FUND	440	WATER & SEWER							
DEPT	50	PUBLIC UTILITIES							
DIV	64	WATER SRVS							
533110	SALARIES-EXECUTIVE	\$	-	\$	-	\$	-	\$	-
533120	SALARIES-REGULAR		161,250		141,128		139,400		167,065
533130	SALARIES-P/TIME & TEMP		-		-		-		-
533140	OVERTIME		7,817		5,679		5,000		5,000
533210	F.I.C.A. TAXES		12,183		11,368		11,050		13,165
533220	RETIREMENT CONTRIBUTION		15,547		13,503		7,090		8,930
533230	LIFE & HEALTH INSURANCE		26,788		29,826		23,725		38,860
533240	WORKER'S COMPENSATION		-		-		-		-
533245	ACCIDENTAL DEATH		-		-		-		-
533250	UNEMPLOYMENT COMPENSATION		-		-		-		-
	SALARIES AND RELATED COST		223,585		201,504		186,265		233,020
533311	EMPLOYEE PHYSICALS		-		-		-		-
533312	OTHER PROFESSIONAL SERVICES		12,843		14,640		10,000		20,000
533340	OTHER CONTRACTED SERVICES		11,132		7,564		10,000		10,000
533341	UNIFORM RENTAL/LAUNDRY		9,707		9,644		9,000		9,130
533400	TRAVEL & PER DIEM		-		-		-		-
533420	POSTAGE		-		-		-		-
533421	TEL & TEL		-		-		-		-
533430	ELECTRIC., GAS & WATER		-		-		-		-
533433	PURCHASE OF WATER		1,578,382		1,496,613		1,298,255		1,374,995
533440	RENTALS & LEASES		2,787		8,118		5,000		5,000
533450	GAS/OIL/GREASE		-		-		-		-
533461	REP & MAINT-BLDG & EQUIP		-		-		-		24,000
533466	REP & MAINT-VEH & EQUIP		-		-		-		-
533467	REP & MAINT-MACH & EQUIP		-		795		5,000		5,000
533493	GENERAL EXPENSES		4,790		1,000		-		-
533510	OFFICE SUPPLIES & EXPENSE		-		-		-		1,000
533520	OPERATING SUPPLIES		41,911		35,485		30,000		45,000
533522	HARDSHIP ASSISTANCE PROGRAM		20,191		6,042		8,000		5,000
533523	EQUIP REPLACEMENT RESERVE		-		(2,916)		10,000		10,000
533524	OPERATING RESERVE		2,875		3,530		-		-
533525	CHEMICAL SUPPLIES		-		-		-		-
533540	PUBL/SUBS/MEMBERSHIPS		-		-		-		3,000
533541	EDUCATIONAL COSTS		-		-		-		1,000
533555	SMALL TOOLS & SUPPLIES		-		-		-		1,000
	OPERATING EXPENSES		1,684,618		1,580,515		1,476,995		1,508,995
533630	IMPROV OTHER THAN BLDGS		-		-		372,500		85,000
533640	MACHINERY & EQUIPMENT		-		3,731		-		30,000
533646	COMPUTER EQUIPMENT		-		-		-		-
533648	AUTO LEASE		-		-		8,000		10,000
533643	COMM EQUIP		-		-		-		1,500
	CAPITAL OUTLAYS		-		3,731		8,000		414,000
533822	DEMOLITION		102,373		24,132		15,000		-
533980	DEPRECIATION		472,060		471,713		290,000		290,000
	DEPRECIATION		574,433		495,845		305,000		290,000
	TOTAL WATER SERVICES		\$ 2,482,636		\$ 2,281,595		\$ 2,333,760		\$ 2,149,645

CITY OF OPA-LOCKA
ADOPTED EXPENDITURES BY FUND / DEPARTMENT
FY 2012-2013

10/26/2012

EXPENDITURES BY LINE ITEM			FY 2010	FY 2011	FY 2012	FY 2012	FY 2012	FY 2013	FY 2013
			ACTUAL	ACTUAL	ADOPTED	AMENDED	PROJECTED	DEPT REQUESTS	ADOPTED
FUND	440	WATER & SEWER							
DEPT	50	PUBLIC UTILITIES							
DIV	38	CUSTOMER SERVICE							
533110	SALARIES-EXECUTIVE	\$	-	\$	-	\$	-	\$	-
533120	SALARIES-REGULAR		115,990		96,574		91,960		95,100
533130	SALARIES-P/TIME & TEMP		-		-		-		-
533140	OVERTIME		382		616		-		-
533210	F.I.C.A. TAXES		7,655		7,508		7,035		7,275
533220	RETIREMENT CONTRIBUTION		9,381		8,616		4,515		4,935
533230	LIFE & HEALTH INSURANCE		11,289		14,677		7,855		13,735
533240	WORKER'S COMPENSATION		-		-		-		-
533245	ACCIDENTAL DEATH		-		-		-		-
533250	UNEMPLOYMENT COMPENSATION		-		-		-		-
SALARIES AND RELATED COST			144,697	127,991	111,365	111,365	111,365	117,910	121,045
533311	EMPLOYEE PHYSICALS		-		-		-		-
533340	OTHER CONTRACTED SERVICES		-		-		-		-
533341	UNIFORM RENTAL/LAUNDRY		-		-		-		-
533391	REIMBURSEMENT ADMIN COSTS		-		-		-		-
533440	RENTALS & LEASES		-		-		-		-
533493	GENERAL EXPENSES		-		-		-		-
533450	GAS/OIL/GREASE		-		-		-		-
533510	OFFICE SUPPLIES & EXPENSE		-		-		-		-
533520	OPERATING SUPPLIES		-		-		-		-
533541	EDUCATIONAL COSTS		-		-		-		-
533550	SMALL TOOLS & SUPPLIES		-		-		-		-
533466	REPAIR & MAINT VEH & EQUIP		-		-		-		-
OPERATING EXPENSES			-	-	-	-	-	-	-
533630	IMPROV OTHER THAN BLDGS		-		-		-		-
533640	MACHINERY & EQUIPMENT		-		-		-		-
533648	AUTO LEASE		-		-		-		-
533643	COMM EQUIP		-		-		-		-
533720	INTEREST		-		-		-		-
533730	OTHER DEBT SERVICE COSTS		-		-		-		-
CAPITAL OUTLAYS			-	-	-	-	-	-	-
533980	DEPRECIATION		-		-		-		-
DEPRECIATION			-	-	-	-	-	-	-
DIVISION TOTALS:			\$ 144,697	\$ 127,991	\$ 111,365	\$ 111,365	\$ 111,365	\$ 117,910	\$ 121,045

CITY OF OPA-LOCKA
ADOPTED EXPENDITURES BY FUND / DEPARTMENT
FY 2012-2013

10/26/2012

EXPENDITURES BY LINE ITEM		FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 AMENDED	FY 2012 PROJECTED	FY 2013 DEPT REQUESTS	FY 2013 ADOPTED
FUND	440 WATER & SEWER							
DEPT	50 PUBLIC UTILITIES							
DIV	35 SEWER SERVICES							
535110	SALARIES-EXECUTIVE	\$ 63,900	\$ 55,047	\$ 127,005	\$ 127,005	\$ 127,005	\$ 147,305	\$ 207,305
535120	SALARIES-REGULAR	93,764	119,037	206,480	206,480	206,480	189,675	199,720
535130	SALARIES-P/TIME & TEMP	-	-	-	-	-	-	-
535140	OVERTIME	3,214	4,778	5,000	5,000	5,000	5,000	5,000
535210	F.I.C.A. TAXES	12,136	13,662	25,895	25,895	25,895	26,160	31,520
535220	RETIREMENT CONTRIBUTION	15,979	14,234	19,665	19,665	19,665	17,750	21,385
535230	LIFE & HEALTH INSURANCE	26,354	22,248	37,545	37,545	37,545	35,355	47,480
535240	WORKER'S COMPENSATION	-	-	-	-	-	-	-
535245	ACCIDENTAL DEATH	-	-	-	-	-	-	-
535250	UNEMPLOYMENT COMPENSATION	-	-	-	-	-	-	-
	SALARIES AND RELATED COST	215,347	229,006	421,590	421,590	421,590	421,245	512,410
535311	EMPLOYEE PHYSICALS	35	130	400	400	400	500	500
535340	OTHER CONTRACTED SERVICES	36,598	47,935	20,000	40,000	40,000	30,000	30,000
535341	UNIFORM RENTAL/LAUNDRY	1,295	1,236	2,200	2,200	1,600	2,200	2,200
535390	CONTINGENCIES	-	68,570	63,300	63,300	63,300	63,300	63,300
535391	REIMBURSEMENT OF ADMIN COSTS	1,673,550	530,000	476,300	606,615	606,615	476,300	698,260
535400	TRAVEL AND PER DIEM	-	-	-	-	-	-	-
535421	TEL & TEL	-	-	-	-	-	-	-
535430	ELECTRIC., GAS & WATER	-	51,625	50,000	50,000	50,000	50,000	50,000
535432	SEWAGE DISPOSAL	945,285	1,425,421	1,190,000	1,088,270	1,350,000	1,190,000	1,215,000
535440	RENTALS & LEASES	12,417	24,413	43,000	43,000	43,000	20,000	20,000
535450	GAS/OIL/GREASE	-	-	-	-	-	-	-
535461	REP & MAINT-BLDG & EQUIP	1,206	438	1,000	1,000	1,000	24,000	24,000
535466	REP & MAINT-VEH & EQUIP	-	-	-	-	-	-	-
535467	REP & MAINT-MACH & EQUIP	1,005	1,095	-	-	-	-	-
535493	GENERAL EXPENSES	1,750	19,958	-	-	-	-	-
535499	TRAVEL-PRIVATE VEHICLE	-	-	-	-	-	-	-
535510	OFFICE SUPPLIES & EXPENSE	-	-	-	-	-	-	-
535520	OPERATING SUPPLIES	27,566	-	38,640	38,640	38,640	35,000	35,000
535525	CHEMICAL SUPPLIES	-	-	-	-	-	-	-
535540	PUBL/SUBS/MEMBERSHIPS	-	-	-	-	-	-	-
535541	EDUCATIONAL COSTS	-	-	1,000	1,000	1,000	1,500	1,500
535550	SMALL TOOLS & SUPPLIES	-	-	-	-	-	-	-
535595	TOWING	-	-	-	-	-	-	-
	OPERATING EXPENSES	2,700,707	2,170,821	1,885,840	1,934,425	2,195,555	1,892,800	2,139,760
535630	IMPROV OTHER THAN BLDGS	-	971,565	3,432,000	4,646,320	1,365,000	1,751,300	5,191,665
535640	MACHINERY & EQUIP	-	-	-	-	-	20,000	20,000
535646	COMPUTER EQUIPMENT	-	1,500	30,000	30,000	-	33,000	33,000
535648	AUTO LEASE	-	-	-	-	-	-	-
	CAPITAL OUTLAYS	-	973,065	3,462,000	4,676,320	1,365,000	1,804,300	5,244,665
535980	DEPRECIATION	-	-	-	-	-	-	-
535914	RESERVE FOR DEFICIT REDUCTION	-	-	-	-	-	-	-
535915	CONTINGENCY RESERVE	-	-	500,000	500,000	500,000	500,000	500,000
535916	RESERVE FOR SICK/ANNUAL LEAVE	-	-	17,500	17,500	17,500	17,500	17,500
	TOTAL NON- OPERATING EXPENSES	-	-	517,500	517,500	517,500	517,500	517,500
	TOTAL SEWER SRVICES	2,916,054	3,372,892	6,286,930	7,549,835	4,499,645	4,635,845	8,414,335
	TOTAL WATER AND SEWER FUND	\$ 6,245,867	\$ 6,810,018	\$ 12,397,000	\$ 13,256,981	\$ 10,272,283	\$ 8,161,795	\$ 12,637,605

(Total Water and Sewer Fund includes the Finance/Utility Billing Division)

PUBLIC UTILITIES - STORMWATER

DEPARTMENT DESCRIPTION

The Public Works (Utilities) Division is responsible for the maintenance of stormwater drains, accrual basis and street and curb sweeping.

In addition, the division samples, monitors and tests stormwater outfalls in order to identify and eliminate stormwater pollution sources so as to obtain National Pollution Discharge Elimination System (NPDES) permit as mandated by provisions in the Clean Water Act. The City currently charges \$1.90 per Environmental Residential Unit (ERU). No increase is proposed in FY 2011.

SERVICES

- * Ensure the City has adequate conveyance of storm runoffs
- * Collect and dispose of litter and trash thrown into canals
- * Maintain and clean canals and area around the canals
- * Maintenance of storm drains
- * Street and curb sweeping

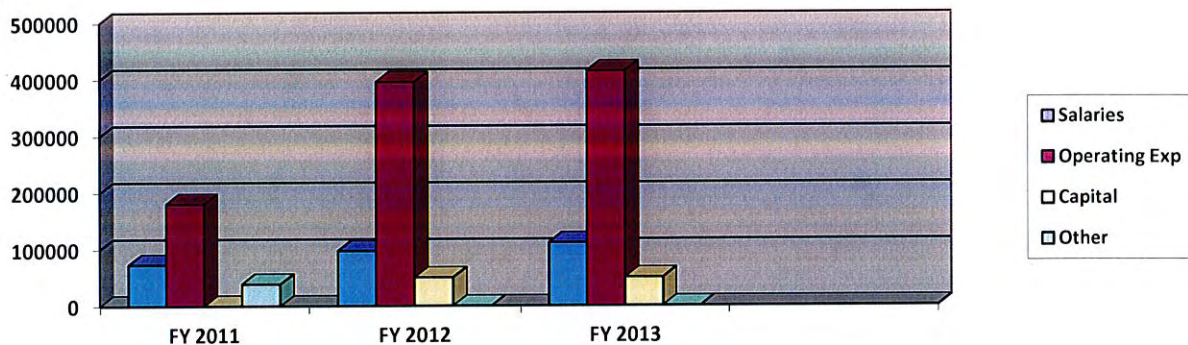
GOALS

City Goals	Department Goals
Improve City's Overall Perception	• Prepare storm water master plans with implementation strategy for better drain/flood management • Continue to monitor the inter-local agreement with Miami-Dade County to maintain the canals city-wide. Clean canals translate into more pleasant and aesthetical settings, safer open waters, and a better quality of life particularly for those residents living in close proximity to the canals. • Fully deploy new street sweeper and implement regular street sweeping program in order to avoid any problems during the rainy season; while meeting the reporting requirements of DERM including NPDES Report.

PUBLIC UTILITIES - STORMWATER

RESOURCE SUMMARY

	FY 2011	FY 2012	FY 2013
Category	Actual	Projected	Budget
Salaries & Benefits	\$72,817	\$96,985	\$111,175
Operating Expenses	180,159	395,380	414,660
Capital Outlay	0	50,000	50,000
Other	38,442	0	0
Total	\$291,418	\$542,365	\$575,835



DEPARTMENT STAFFING

Position Title	Number Budgeted
Stormwater Supervisor	1
Heavy Equipment Operator	2
Total	3

FY 2013 DEPARTMENT HIGHLIGHTS

- Funding is included for the agreement with Miami-Dade County for city-wide canal maintenance.
- Funding is included for the lease purchase of the street sweeper.
- Staffing levels and skills compliant with NPDES requirements.

CITY OF OPA-LOCKA
ADOPTED EXPENDITURES BY FUND / DEPARTMENT
FY 2012-2013

10/26/2012

EXPENDITURES BY LINE ITEM		FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 AMENDED	FY 2012 PROJECTED	FY 2013	FY 2013 ADOPTED
							DEPT REQUESTS	
FUND 450	STORM WATER UTILITY							
DEPT 50	PUBLIC UTILITIES							
DIV 43	STORM WATER MGMNT							
538110	SALARIES-EXECUTIVE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
538120	SALARIES-REGULAR	62,152	52,238	74,590	74,590	74,590	74,590	78,830
538140	OVERTIME	2,637	2,111	5,000	5,000	5,000	5,000	5,000
538210	F.I.C.A. TAXES	4,869	4,204	6,090	6,090	6,090	6,090	6,415
538220	RETIREMENT CONTRIBUTION	5,593	5,016	3,910	3,910	3,910	3,910	4,350
538230	LIFE & HEALTH INSURANCE	11,713	9,248	12,395	7,395	7,395	12,395	16,580
538240	WORKER'S COMPENSATION	-	-	-	-	-	-	-
538245	ACCIDENTAL DEATH	-	-	-	-	-	-	-
538250	UNEMPLOYMENT COMPENSATION	-	-	-	-	-	-	-
	SALARIES AND RELATED COST	86,964	72,817	101,985	96,985	96,985	101,985	111,175
538311	EMPLOYEE PHYSICALS	-	-	-	-	-	-	-
538312	OTHER PROFESSIONAL SERVICES	-	-	-	11,950	11,950	-	15,000
538320	ACCOUNTING & AUDITING	-	-	-	-	-	-	-
538340	OTHER CONTRACTED SERVICES	137,609	163,353	346,500	291,650	291,650	346,325	346,325
538341	UNIFORM RENTAL/LAUNDRY	1,105	1,316	1,500	1,500	1,500	1,500	1,500
538390	CONTINGENCIES	-	-	-	42,900	42,900	-	-
538391	REIMBURSEMENT OF ADM COSTS	220,615	13,800	12,950	20,720	20,720	12,950	20,415
538411	TELEPHONE - NEXTEL	-	-	-	-	-	-	-
538413	TELEPHONE - SUNCOM	-	-	-	-	-	-	-
538420	POSTAGE	-	-	-	-	-	-	-
538430	ELECTRIC, GAS, WATER	-	-	-	-	-	-	-
538440	RENTALS & LEASES	1,986	-	5,000	5,000	2,000	5,000	5,000
538450	GAS/OIL/GREASE	-	-	-	-	-	-	-
538451	INSURANCE	-	-	5,500	5,500	5,500	5,500	5,650
538461	REPAIR & MAINT BLDG & EQUIP	-	-	-	-	1,100	-	-
538465	REPAIR & MAINT OFFICE EQUIP	-	-	-	-	-	-	-
538467	REPAIR & MAINT MACH & EQUIP	17,662	120	10,000	7,230	5,000	10,000	7,770
538490	LEGAL ADVERTISING	-	-	-	-	-	-	-
538493	GENERAL EXPENSES	-	-	-	-	2,000	-	-
538520	OPERATING SUPPLIES	4,111	1,012	11,615	11,615	5,000	15,000	10,000
538541	EDUCATIONAL EXPENSES	-	558	1,500	1,500	5,285	3,000	3,000
538550	SMALL TOOLS	-	-	-	-	775	-	-
	OPERATING EXPENSES	383,088	180,159	394,565	399,565	395,380	399,275	414,660
538630	IMPROVEMENT OTHER THAN BLDG	-	-	-	-	-	-	-
538640	MACHINERY & EQUIPMENT	-	-	100,000	100,000	50,000	50,000	50,000
538641	AUTOMOTIVE EQUIPMENT	-	-	-	-	-	-	-
538644	PUBLIC SAFETY EQUIPMENT	-	-	-	-	-	-	-
	CAPITAL OUTLAYS	-	-	100,000	100,000	50,000	50,000	50,000
538970	BAD DEBTS	-	-	-	-	-	-	-
538980	DEPRECIATION	38,442	38,442	-	-	-	-	-
	DRAIN MAINTENANCE							
	OTHER	38,442	38,442	-	-	-	-	-
	TOTAL STORMWATER MGMNT	\$ 508,494	\$ 291,418	\$ 596,550	\$ 596,550	\$ 542,365	\$ 551,260	\$ 575,835

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CAPITAL PROJECTS

The Capital Projects Fund includes capital improvement projects such as:

- a. New and expanded physical facilities for the community,
- b. Large scale rehabilitation or replacement of existing facilities,
- c. Major pieces of equipment which have a relatively long period of usefulness,
- d. Equipment for any public facility or improvement when first erected or acquired,
- e. The cost of engineering or architectural studies and services related to the improvement, and
- f. The acquisition of land for a community facility such as a park, sewer line, etc.

The project must exceed \$10,000 in cost with an anticipated life exceeding one year.

Normal replacement of vehicles or equipment and normal recurring renovations or projects which are funded in departmental operating budgets are generally excluded from the Capital Projects Fund. Recurring projects are those that have a regular replacement cycle.

Capital Projects are funded in the Capital Projects Fund (\$3,020,864), Peoples Transportation Tax Fund (\$1,130,456) and the Water & Sewer Fund (\$5,276,665).

CAPITAL PROJECT DESCRIPTION

Project #PW-3 - NW 143rd Street Stormwater Drainage Improvements

Scope - Complete the final stage of the NW 143rd Street project with the installation of a roundabout

Estimated Cost - \$174,890.00

Funding Sources -	FL Department of Environmental Protection	
	FY 2006-2007 Legislative Appropriation	\$ 58,175.00
	Peoples Transportation Tax funds	\$116,715.00

Future Impact on Operating Budget – Upon completion of this project there will be reduced costs during flood events related to overtime costs and the rental of water pumping equipment.

Justification – This will improve the quality of life of City residents and visitors and increase the availability of revenue.

CAPITAL PROJECTS

Project #PW-4 - Rutland Street Improvements

Scope - Drainage improvements along Rutland St – NW 22 Ave to NW 143 St

Estimated Cost - \$120,828.00

Funding Sources - FL Department of Environmental Protection
FY 2005-2006 Legislative Appropriation \$ 60,414.00
Peoples Transportation Tax Funds \$ 60,414.00

Future Impact on Operating Budget – Upon completion of this project there will be reduced costs during flood events related to overtime costs and the rental of water pumping equipment.

Justification – This will improve the quality of life of City residents and visitors and increase the availability of revenue.

Project #PW-41 - Roadway Milling and Resurfacing

Scope - Roadway milling and resurfacing – Intersection of Sesame Street and Superior Ave

Estimated Cost - \$ 400,000.00

Funding Sources - Peoples Transportation Tax funds \$ 400,000.00

Future Impact on Operating Budget – The completion of this project will eliminate temporary roadway patching activities.

Justification: This will improve the quality of life of residents and visitors and increase the availability of revenue.

Project #PW-56 - Sidewalk Construction & Repair

Scope -

Estimated Cost - \$500,000.00

Funding Sources - Peoples Transportation Tax funds \$500,000.00

Future Impact on Operating Budget – Upon completion, the impact to the operating budget will be nominal.

Justification – Will improve the quality of life of City residents.

CAPITAL PROJECTS

Project #PU-4- Wastewater Infrastructure Improvements

Scope - Pump Station #8 – Upgrade/repairs to pump station #8 to address existing capacity issues and accommodate future growth citywide. (Work to include pump upgrades, lining and manhole repair.)

Estimated Cost -	\$665,000.00
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Funding Sources -	Water and Sewer funds	\$115,000.00
	Miami Dade County CDBG Grant	\$550,000.00

Future Impact on Operating Budget – The upgrade of the sewer pump station will increase efficiencies throughout the system. The completion of this project will reduce the number of hours the station is running each day thereby reducing maintenance costs. Also, the increase in capacity will allow for increased economic development.

Justification – Reduced maintenance costs and increased economic development.

Project #PU-5 - Wastewater Infrastructure Improvements

Scope - Pump Station #7 – Upgrade/repairs to pump station #7 to address existing capacity issues and accommodate future growth citywide. (Work to include pump upgrades, lining and manhole repair.)

Estimated Cost -	\$700,000.00
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Funding Sources -	Water and Sewer funds	\$700,000.00
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Future Impact on Operating Budget – The upgrade of the sewer pump station will increase efficiencies throughout the system. The completion of this project will reduce the number of hours the station is running each day thereby reducing maintenance costs. Also, the increase in capacity will allow for increased economic development.

Justification – Reduced maintenance costs and increased economic development.

Project #PU-7 - Wastewater Infrastructure Improvements

Scope - Pump Station #5 – Upgrade/repairs to pump station #5 to address existing capacity issues and accommodate future growth citywide. (Work to include pump upgrades, lining and manhole repair.)

Estimated Cost -	\$550,000.00
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Funding Sources -	Water and Sewer funds	\$550,000.00
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CAPITAL PROJECTS

Future Impact on Operating Budget – The upgrade of the sewer pump station will increase efficiencies throughout the system. The completion of this project will reduce the number of hours the station is running each day thereby reducing maintenance costs. Also, the increase in capacity will allow for increased economic development.

Justification – Reduced maintenance costs and increased economic development.

Project #PU-8 - Wastewater Infrastructure Improvements

Scope - Pump Station #10 – Upgrade/repairs to pump station #10 to address existing capacity issues and accommodate future growth citywide. (Work to include pump upgrades, lining and manhole repair.)

Estimated Cost - \$676,545.00

Funding Sources - Water and Sewer funds \$676,545.00

Future Impact on Operating Budget – The upgrade of the sewer pump station will increase efficiencies throughout the system. The completion of this project will reduce the number of hours the station is running each day thereby reducing maintenance costs. Also, the increase in capacity will allow for increased economic development.

Justification – Reduced maintenance costs and increased economic development.

Project #PU-9 - Wastewater Infrastructure Improvements

Scope - Pump Station #11C – Upgrade/repairs to pump station #11C to address existing capacity issues and accommodate future growth citywide. (Work to include pump upgrades, lining and manhole repair.)

Estimated Cost - \$1,475,120.00

Funding Sources - 2009 State Legislative Appropriation \$679,000.00
Miami Dade County CDBG Grant \$300,000.00
Water and Sewer funds \$496,120.00

Future Impact on Operating Budget – The upgrade of the sewer pump station will increase efficiencies throughout the system. The completion of this project will reduce the number of hours the station is running each day thereby reducing maintenance costs. Also, the increase in capacity will allow for increased economic development.

Justification – Reduced maintenance costs and increased economic development.

CAPITAL PROJECTS

Project #PU-10 -

Wastewater Infrastructure Improvements

Scope - Pump Station #11B – Upgrade/repairs to pump station #11B to address existing capacity issues and accommodate future growth citywide. (Work to include pump upgrades, lining and manhole repair.)

Estimated Cost - \$550,000.00

Funding Sources -	2010 State Legislative Appropriation	\$291,000.00
	Miami Dade County CDBG Grant	\$100,000.00
	Water and Sewer funds	\$159,000.00

Future Impact on Operating Budget – The upgrade of the sewer pump station will increase efficiencies throughout the system. The completion of this project will reduce the number of hours the station is running each day thereby reducing maintenance costs. Also, the increase in capacity will allow for increased economic development.

Justification – Reduced maintenance costs and increased economic development.

Project #PU-15 -

SSES CCTV & Lining

Scope - Evaluation of the sanitary sewer system through video inspection and subsequent lining of sewer lines.

Estimated Cost - \$2,500,000.00

Funding Sources -	Water and Sewer funds (FY 2013)	\$ 300,000.00
	Future Years	\$2,200,000.00

Future Impact on Operating Budget – Upon completion of this project there will be reduced infiltration thereby reducing sewer treatment costs.

Justification – Reduced maintenance costs and increased availability of revenue.

Project #PU-16 -

New Water and Sewer Atlas

Scope - Commissioning of a new water sewer atlas to accurately account or City's critical infrastructure and schedule effective future maintenance. Current atlas is early 50 years old and information is inaccurate not reflecting new improvements undertaken over the past decades.

Estimated Cost - \$150,000.00

Funding Sources -	Water and Sewer funds	\$150,000.00
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Future Impact on Operating Budget – None

Justification – Increased efficiencies.

CAPITAL PROJECTS

Project #PU-17 - Control & Monitoring System for Wastewater Pump Stations

Scope - This system will be a tool to oversee sewer pump stations or other critical assets in our collection network. The telemetry system will enable the City to monitor real time assets operations and performances citywide.

Estimated Cost - \$340,000.00

Funding Sources -	Water and Sewer funds (FY 2013)	\$125,000.00
	Future Years	\$215,000.00

Future Impact on Operating Budget – None

Justification – Increased efficiencies.

Project #PU-18 - Water Distribution System Improvements (Fire Hydrant Repair Replacement Program)

Scope - Identify fire hydrants in need of repair and identify locations in need of fire hydrants.

Estimated Cost - \$150,000.00

Funding Sources -	Water and Sewer funds (FY 2013)	\$ 30,000.00
	Future Years	\$120,000.00

Future Impact on Operating Budget – None

Justification – Increased public safety.

Project #PU-20 - Leak Detection Program

Scope - Program the will detect leaks in the water and sewer distribution system that will allow for early repairs and prevent need for costly improvements.

Estimated Cost - \$40,000.00

Funding Sources -	Water and Sewer funds (FY 2013)	\$20,000.00
	Water and Sewer funds (FY 2014)	\$20,000.00

Future Impact on Operating Budget – Upon completion of this project there will be reduced infiltration thereby reducing sewer treatment costs.

Justification – Reduced maintenance costs and increased availability of revenue.

CAPITAL PROJECTS

Project #CD-3 -

Bus Shelters

Scope - Construct bus shelters at high utilization bus stops throughout the City to the extent of grant funding.

Estimated Cost - \$152,275.00

Funding Sources - ARRA (American Recovery & Reinvestment of 2009) Grant \$152,275.00

Future Impact on Operating Budget – Once completed, the future impact on the operating budget is nominal.

Justification – Protects the welfare of users of the public transportation system by shielding them from inclement weather.

Following are financial summaries of all Capital Projects:

Pages 192-193 - FY 2012-2013 Capital Projects by Funding Source

CITY OF OPA-LOCKA
ADOPTED EXPENDITURES BY FUND / DEPARTMENT
FY 2012-2013

10/26/2012

EXPENDITURES BY LINE ITEM		FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 AMENDED	FY 2012 PROJECTED	FY 2013 DEPT REQUESTS	FY 2013 ADOPTED
FUND	320 CAPITAL PROJECTS FUND CDBG/GOB							
DEPT	50 PUBLIC WORKS							
DIV	44 ADMINISTRATION							
541620	CITYWIDE BUILDING IMPROV	\$ 3,325	\$ 4,873	\$ -	\$ -	\$ -	\$ -	\$ -
541740	BOND ISSUE COST	-	17,897	-	-	-	-	-
541801	CURTIS DRIVE IMPROV	-	-	-	-	-	-	-
541802	SHERBONDY PARK IMPROV	611,533	3,629,163	2,000,000	2,000,000	2,000,000	-	-
541803	NW 139TH ST/ ROADWAY IMP.	-	-	3,547	3,547	3,547	-	-
541804	CURTIS DRIVE IMPROV II	-	-	-	-	-	-	-
541805	NW 143RD ST/ROADWAY IMP.	-	10,330	292,500	292,500	292,500	-	58,175
541806	NW 128TH ST/ ROADWAY IMP.	-	-	161,458	161,458	-	-	-
541807	RUTLAND ST ROADWAY IMP.	-	2,000	60,414	60,414	-	-	60,414
541809	NW 38TH AVENUE	-	-	-	-	-	-	-
541810	BUS CIRCULATOR	34,680	745	238,072	238,072	238,072	-	-
541812	GREEN PILOT PROGRAM	-	-	-	-	-	-	-
541813	MAGNOLIA PARK NORTH	-	-	-	-	-	-	-
541814	SEGAL PARK IMPROVEMENTS	366,960	17,440	2,750,000	2,660,000	15,000	-	2,660,000
541815	INGRAM PARK IMPROVEMENTS	41,155	115,863	-	-	-	-	-
541815	INGRAM PARK LAKEFRONT	-	-	-	-	-	-	-
541816	BUS SHELTERS	-	-	152,275	152,275	-	-	152,275
541817	UNDERGROUND FUEL TAKS	143,275	-	-	-	-	-	-
541818	ALI BABA AVE	-	347,522	-	-	-	-	-
541819	TREE PLANTING	-	14,400	-	-	-	-	-
541820	CAIRO LANE IMPROVEMENTS	-	-	-	-	-	-	-
541822	DEMOLITION	-	-	-	-	-	-	-
541823	HISTORICAL CITY HALL	-	-	-	-	-	-	-
CAPITAL OUTLAY		1,200,928	4,160,233	5,658,266	5,568,266	2,549,119	-	2,930,864
TRANSFER OUT - GENERAL FUND		-	-	-	90,000	-	-	90,000
TOTAL S/HOOD CAP PROJECTSFUND		1,200,928	4,160,233	5,658,266	5,658,266	2,549,119	-	3,020,864
TOTAL CAPITAL PROJECTS FUND		\$ 1,200,928	\$ 4,160,233	\$ 5,658,266	\$ 5,658,266	\$ 2,549,119	\$ -	\$ 3,020,864

City of Opa-locka
FY 2012-2013 Capital Projects by Funding Source

Project Name	FY 2013	General Fund	Water & Sewer Fund	PTP Fund	ARRA
Public Works Drainage and Pavement Improvements					
PW-4 Rutland Street Improvements	\$120,828			\$60,414	
Public Works Milling and Resurfacing Projects					
PW-9 Citywide Street Resurfacing	\$400,000			\$400,000	
Public Sidewalk Projects					
PW-56 Citywide Sidewalk Improvements	\$500,000			\$500,000	
Public Utilities					
PU-7 Pump Station #8 Improvements	\$665,000		\$115,000		
PU-8 Pump Station #7 Improvements	\$700,000		\$700,000		
PU-10 Pump Station #5 Improvements	\$550,000		\$550,000		
PU-11 Pump Station #10 Improvements	\$676,545		\$676,545		
PU-12 Pump Station #11C Improvements	\$1,475,120		\$496,120		
PU-13 Pump Station #11B Improvements	\$550,000		\$159,000		
PU-15 SSES CCTV & Lining	\$300,000		\$300,000		
PU-16 Water & Sewer Atlas Survey	\$150,000		\$150,000		
PU-17 Control and Monitoring /SCADA	\$125,000		\$125,000		
PU-18 Fire Hydrant & Valve Repair/Replacement	\$30,000		\$30,000		
PU-19 Leak Detection Program	\$20,000		\$20,000		
PU-20 Data Collection for Peak Flow Study	\$20,000		\$20,000		
PU-21 Rain Peak Flow Study	\$15,000		\$15,000		
Parks & Recreation Projects					
PR-6 Helen Miller Center	\$2,750,000				
Community Development Projects					
CD-3 Bus Shelters - Citywide	\$152,275				\$152,275
PW-53 Roundabout Construction - NW 143 Street	\$174,890			\$116,715	\$0
	\$9,374,658	\$0	\$3,356,665	\$1,077,129	\$152,275

City of Opa-locka
FY 2012-2013 Capital Projects by Funding Source

CDBG	FDEP	EPA/TRIBAL ASSISTANCE	Total	Project Name	Expense Account Number(s)
				Public Works Drainage and Pavement	
	\$60,414		\$120,828	Rutland Street Improvements	44-541807 / 47-541807
				Public Works Milling and Resurfacing	
			\$400,000	Citywide Street Resurfacing	47-541630
				Public Sidewalk Projects	
			\$500,000	Citywide Sidewalk Improvements	47-541630
				Public Utilities	
\$550,000			\$665,000	Pump Station #8 Improvements	35-535630
			\$700,000	Pump Station #7 Improvements	35-535630
			\$550,000	Pump Station #5 Improvements	35-535630
			\$676,545	Pump Station #10 Improvements	35-535630
\$300,000		\$679,000	\$1,475,120	Pump Station #11C Improvements	35-535630
\$100,000		\$291,000	\$550,000	Pump Station #11B Improvements	35-535630
			\$300,000	SSES CCTV & Lining	35-535630
			\$150,000	Water & Sewer Atlas Survey	35-535630
			\$125,000	Control and Monitoring /SCADA	35-535630
			\$30,000	Fire Hydrant Repair/Replacement	64-541630
			\$20,000	Leak Detection Program	64-541630
			\$20,000	Data Collection for Peak Flow Study	64-541630
			\$15,000	Rain Peak Flow Study	64-541630
				Parks & Recreation Projects	
\$2,750,000			\$2,750,000	Helen Miller Center	44-541814
				Community Development Projects	
			\$152,275	Bus Shelters - Citywide	44-541816
	\$58,175		\$174,890	Roundabout Construction - NW 143 St	44-541805 / 47-541805
<u>\$3,700,000</u>	<u>\$118,589</u>	<u>\$970,000</u>	<u>\$9,374,658</u>		

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GLOSSARY

Accrual Basis - A basis of accounting in which transactions are recognized at the time they are incurred, as opposed to when the cash is received or spent.

Adopted Budget - The original budget as approved by the City Commission at the beginning of the fiscal year.

Ad Valorem Taxes - Commonly referred to as property taxes, levied on both real and personal property, according to the property's valuation and tax rate.

Amended Budget - The current budget, resulting from changes to the Adopted Budget. An example of a common change would be a line item transfer of funds.

Annualize - Taking changes that occurred mid-year and calculating their costs for a full year, for the purpose of preparing an annual budget.

Appropriation - A legal authorization to incur obligations and make expenditures for specific purposes.

Assessed Valuation - The valuation set upon real estate and certain personal property by the Property Appraiser as a basis for levying property taxes.

Asset - Resources owned or held by a government which have monetary value.

Authorized Positions - Employee positions, which are authorized in the adopted budget, to be filled during the year.

Available (Undesignated) Fund Balance - This refers to funds remaining from prior years, which are available for appropriation and expenditure in the current year.

Balanced Budget - A budget is considered balanced when the revenues of all funds equal the expenditures of all funds.

Base Budget - Projected cost of continuing the existing levels of service in the current budget year.

Bond - A long-term I.O.U. or promise to pay. It is a promise to repay a specified amount of money (the face amount of the bond) on a particular date (the maturity date). Bonds are primarily used to finance capital projects.

General Obligation (G.O.) Bond - This type of bond is backed by the full faith, credit and taxing power of the government.

Revenue Bond - This type of bond is backed only by revenues, which come from a specified enterprise or project, such as a hospital or toll road.

GLOSSARY

Bond Refinancing – The payoff and re-issuance of bonds, to obtain better interest rates and/or bond conditions.

Budget – A plan of financial activity for a specified period of time (fiscal year) indicating all planned revenues and expenses for the budget period.

Budgetary Basis – This refers to the basis of accounting used to estimate financing sources and uses in the budget. This generally takes one of the three forms: GAAP, cash, or modified accrual.

Budget Calendar – The schedule of key dates, which a government follows in the preparation and adoption of the budget.

Budgetary Control – The control or management of a government in accordance with the approved budget for the purpose of keeping expenditures within the limitations of available appropriations and resources.

Capital Assets – Assets of significant value and having a useful life of several years. Capital assets are also called fixed assets.

Capital Budget – The appropriation of bonds or operating revenue for improvements to facilities, and other infrastructure.

Capital Expenditures – Expenditures related to the acquisition, expansion or rehabilitation of an element of the physical plant of the government – sometime referred to as infrastructure.

Capital Improvement Program (C.I.P.) – An expenditure plan incurred each year over a fixed number of years to meet capital needs arising from the long term needs of the government.

Capital Outlay – Fixed assets which have a value of \$750 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 controlled for custody purposes as a fixed asset.

Capital Project - Major construction, acquisition, or renovation activities which add value to the physical assets of a government, or significantly increase their useful life. Also called capital improvements.

Cash Basis – A basis of accounting which recognizes transactions only when cash is increased or decreased.

GLOSSARY

Collective Bargaining Agreement – A legal contract between the employer and a verified representative of a recognized bargaining unit for specific terms and conditions of employment (e.g. hours, working conditions, salary, fringe benefits, and matters affecting health and safety of all employees).

Constant or Real Dollars – The presentation of dollar amounts adjusted for inflation to reflect the real purchasing power of money as compared to a certain point in time.

Consumer Price Index (CPI) – A statistical description of price levels provided by the U. S. Department of Labor. The index is used as a measure of the increase in the cost of living (i.e. economic inflation).

Contingency – A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.

Contractual Services – Services rendered to a government by private firms, individuals, or other government agencies. Examples include utilities, rent, maintenance agreements, and professional consulting services.

Cost-of-Living Adjustment (COLA) – An increase in salaries to offset the adverse effect of inflation on compensation.

Debt Service – The cost of paying principal and interest on borrowed money according to a predetermined payment schedule.

Deficit – The excess liability of an entity over its assets; or the excess of expenditures or expenses over revenues during a single accounting period.

Department – The basic organizational unit of a government which is functionally unique in its delivery of services.

Depreciation - A noncash expense that reduces the value of an asset as a result of wear and tear, age, or obsolescence.

Employee (or Fringe) Benefits – Contributions made by a government to meet commitments or obligations for employee fringe benefits. Included are the governments share of the costs for Social Security and the various pension, medical, and life insurance plans.

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.

GLOSSARY

Expenditure – The payment of cash or the transfer of property or services for the purpose of acquiring an asset, service, or settling a loss.

Expense – Charges incurred (whether paid immediately or unpaid) for operations, maintenance, interest or other charges.

Fiscal Policy – A governments policies with respect to revenues, spending, and debt management as these relate to government services, programs, and capital investment. Fiscal policy provides an agreed-upon set of principles for the planning and programming of government budgets and their funding.

Fiscal Year – A twelve-month period designated as the operating year for accounting and budgeting purposes in an organization. For the City of Opa-locka, this twelve (12) month period is October 1 to September 30.

Fixed Assets – Assets of long-term character that are intended to continue to be held or used, such as land, buildings, machinery, furniture and other equipment.

Franchise Fee – Fees assessed on public utility corporations in return for granting a privilege to operate inside the City limits, e.g. water, electricity, cable television.

Full Faith and Credit – A pledge of a government's taxing power to repay debt obligations.

Fund – A fiscal entity with revenues and expenses which are segregated for the purpose of carrying out a specific purpose or activity.

Find Balance – The excess of the assets of a fund over its liabilities, reserves, and carry-over.

GAAP – Generally Accepted Accounting Principles. Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules, and procedures that define accepted accounting principles.

Goal – A statement of broad direction, purpose or intent based on the needs of the community. A goal is general and timeless.

Grants – A contribution by a government or other organization to support a particular function. Grants may be classified as either operational or capital, depending upon the grantee.

Intergovernmental Revenue – Funds received from federal, state and other local government sources in the form of grants, shared revenues, and payments in lieu of taxes.

GLOSSARY

Levy – To impose taxes in support of government activities.

Line-item Budget – A budget prepared along departmental lines that focuses on what is to be bought.

Long-term Debt – Debt with a maturity date of more than one year after the date of issuance.

Mill – The property tax rate which is based on the valuation of property. A tax rate of one mill produces one dollar of taxes on each \$1,000 of assessed property valuation.

Indirect Cost – A cost necessary for the functioning of the organization as a whole, but which cannot be directly assigned to one service.

Infrastructure - The physical assets of a government (e.g. streets, water, sewer, public building and parks).

Interfund Transfers – The movement of monies between funds of the same governmental entity.

Object of Expenditures – An expenditure classification, referring to the lowest and most detailed level of classification, such as electricity, office supplies, asphalt, and furniture.

Objective – Something to be accomplished in specific, well-defined, and measurable terms and that is achievable within a specific time frame.

Obligations - Amounts which a government may be legally required to meet out of its resources. They include not only actual liabilities, but also encumbrances not yet paid.

Operating Expenses - The cost for personnel, materials and equipment required for a department to function.

Operating Revenue – Funds that the government receives as income to pay for ongoing operations. It includes such items as taxes, fees from specific services, interest earnings, and grant revenues. Operating revenues are used to pay for day-to-day services.

Pay-as-you-go Basis – A term used to describe a financial policy by which capital outlays are financed from current revenues rather than through borrowing.

Personnel Services – Expenditures for salaries, wages, and fringe benefits of a government's employees.

GLOSSARY

Prior-year Encumbrances – Obligations from previous fiscal years in the form of purchase orders, contracts or salary commitments which are chargeable to an appropriation and for which a part of the appropriation is reserved. They cease to be encumbrances when the obligations are paid or otherwise terminated.

Program – A group of related activities performed by one or more organizational units for the purpose of accomplishing a function for which the government is responsible.

Purpose – A broad statement of the goals, in terms of meeting public service needs, that a department is organized to meet.

Reserve – An account used either to set aside budgeted revenues that are not required for expenditure in the current budget year or to earmark revenues for a specific future purpose.

Resolution – A special or temporary order of a legislative body; an order of a legislative body requiring less legal formality than an ordinance or statute.

Resources – Total amounts available for appropriation including estimated revenues, fund transfers, and beginning balances.

Revenue – Sources of income financing the operations of government.

Rolled-back Rate - The tax rate when applied to the current year's adjusted taxable value, generates the same ad valorem tax revenue as the prior year.

Source of Revenue – Revenues are classified according to their source or point of origin.

Taxes – Compulsory charges levied by government for the purpose of financing services performed for the common benefit of the people. This term does not include specific charges made against particular persons or property for current or permanent benefit, such as special assessments.

Temporary Positions – An employee who fills a temporary or short-term position. Such employees provide contingency staffing for government operations during peak workloads, or to address temporary staffing needs. Temporary employees are paid on a per-hour basis, and do not receive benefits.

Transfers In/Out - Amounts transferred from one fund to another to assist in financing the services for the recipient fund.

TRIM – Truth in millage (Section 200.065, Florida Statute)

GLOSSARY

Unencumbered Balance – The amount of an appropriation that is neither expended nor encumbered. It is essentially the amount of money still available for future purposes.

Unreserved Fund Balance – The portion of a fund's balance that is not restricted for a specific purpose and is available for general appropriation.

User Charges – The payment of a fee for direct receipt of public service by the party who benefits from the service.

Utility Taxes – Municipal charges on consumers or various utilities such as electricity, gas, water, and telecommunications.

ACRONYMS

ADA – Americans With Disabilities Act

ARRA – American Recovery & Reinvestment Act of 2009

CAD – Computer Aided Dispatch

CAFR – Comprehensive Annual Financial Report

CDBG – Community Development Block Grant

CET – Community Empowerment Team

CIP – Capital Improvement Plan

COLA – Cost of Living Adjustment

CPI – Consumer Price Index

CRA – Community Redevelopment Agency

DARE – Drug Awareness Resistance Education

DEP – Department of Environmental Protection

DJJ – Department of Juvenile Justice (Opa-locka Police Youth Academy)

EEOC – Equal Employment Opportunity Commission

ERU – Environmental Resource Unit

FDEP – Florida Department of Environmental Protection

FDLE – Florida Department of Law Enforcement

FDOT – Florida Department of Transportation

FEMA – Federal Emergency Management Association

FMLA – Family Medical Leave Act

FPL – Florida Power & Light

FRDAP – Florida Recreation Development Assistance Program

FTE – Full Time Equivalent

FY – Fiscal Year

GAAP – Generally Accepted Accounting Principles

GASB – Government Accounting Standards Board

GFOA – Government Finance Officers Association

ACRONYMS

GIS – Geographic Information System

GOB – General Obligation Bond

GIU – General Investigative Unit

HUD – Housing and Urban Development

ICMA – International City/County Management Association

IT – Information Technology

JARC – Job Access Reverse Commute

LCIR – Legislative Committee on Intergovernmental Relations

LEED – Leadership in Energy and Environmental Design

LLEBG – Local Law Enforcement Block Grant

MLK – Martin Luther King

MOU – Memorandum of Understanding

M/WBE – Minority and Women Business Enterprise

NACSLB – National Advisory Council on State and Local Budgeting

NAPOT – Nominal Average Pump Operating Time

NPDES – National Pollution Discharge Elimination System

OCED – Office of Community and Economic Development

P/T – Part time

PTP – People's Transportation Plan

R & R – Repair and Replacement

RFQ/RFP – Request for Qualifications/Request for Proposal

ROW – Right of Way

SEA – Service Efforts and Accomplishments

SFWMD – South Florida Water Management District

ACRONYMS

SFRTA – South Florida Regional Transit Authority

SLE – Special Law Enforcement

SMS – Short Message Service

SNP – Safe Neighborhood Parks (Miami Dade County)

TIF – Tax Increment Financing

TRIM – Truth in millage

VAWA – Violence Against Women Act

VOCA – Victims of Crime Act