



CITY MANAGER'S REPORT

JULY 17, 2024

REPORTING MONTH - MAY 2024

Edward Silva, R.A.

MANAGER'S REPORT JULY 17, 2024

FINANCE DEPARTMENT

May


- For the month of May 2024, general fund revenue of \$352K trailed budget of \$766K by -46%; while expenditures of \$1.28M exceeded budgeted expenditures of \$766K by 67%. This variance is mainly attributed to 3 pay periods in the month as compared to 2 pay periods in the month and the timing of quarterly insurance obligations.
- Year to date, general fund revenue of \$8.3M favorably continued to exceed budget of \$6.1M by \$2.2M. Expenditures of \$7.7M also unfavorably exceeded budget by -\$1.6M, as compared to budgeted expenditures of \$6.1M. There is still an overall net favorable variance of 0.6M.
- For the month of May 2024, revenue for all funds of \$0.66M trailed budget of \$2.1M while expenditures of \$1.2M remain favorably under budgeted expenditures of \$2.1M.
- Year to date, revenue for all funds of \$12.7M trail budget of \$16.8M; while expenditures of \$12.7M remain at favorably under budgeted expenditures by \$5K.
- This analysis is based on a monthly straight-line allocation of the annual budget and does not consider the timing of either revenue or expenditures for seasonal events such as Summer Camp or City events. As such, while revenues appear approximately over budget for the eight months ended 05/2024, this variance is compounded by the favorable decrease in expenditures, yielding a net favorable variance year to date.

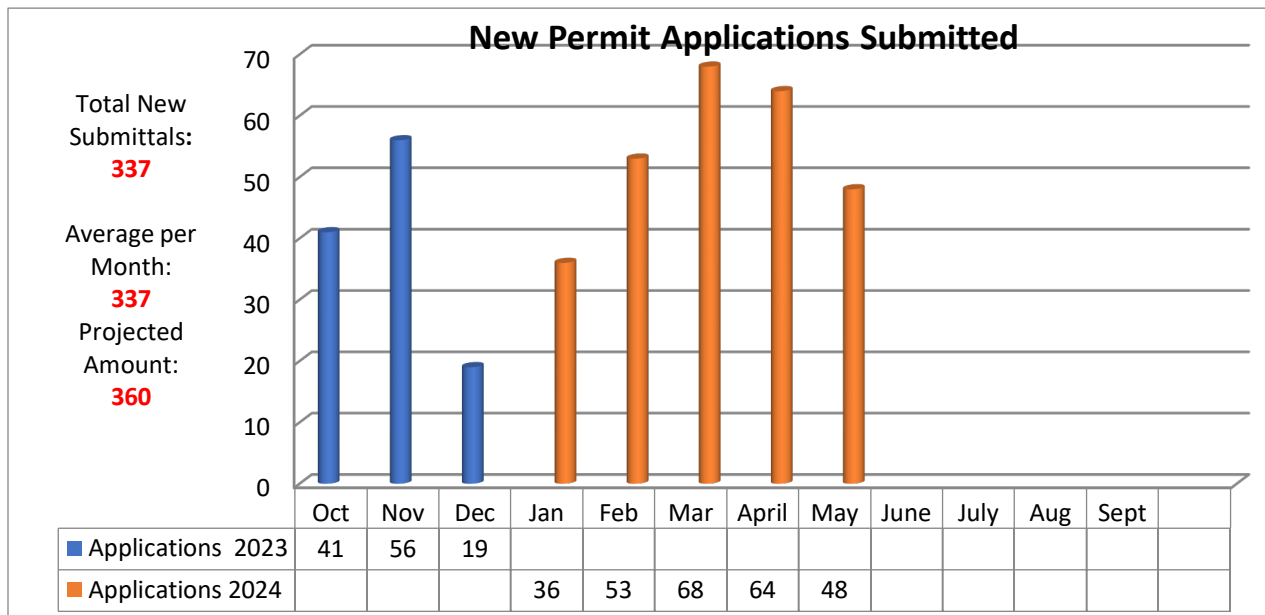
DATE	CHECK NO.	VENDOR	AMOUNT
05/02/24	2798	MIAMI-DADE COUNTY SOLID WASTE MANAGEMENT	\$12,150.00
05/03/24	5817	WATER WORK METROLOGY, LLC	\$128,501.53
05/03/24	5819	MIAMI-DADE WATER & SEWER DEPT	\$71,810.75
05/06/24	1717	SOUTH BEACH PLUMBING CONTRACTOR, INC	\$10,000.00
05/08/24	10001	GARBER CHRYSLER DODGE JEEP, INC	\$46,892.00
05/09/24	879	MASTERS BORDERS CONCRETE LANDSCAPE	\$13,020.00
05/10/24	1530	AMERICAN TRAFFIC SOLUTIONS, INC	\$27,262.00
05/10/24	10002	ENSEMBLE SOLUTIONS GROUP	\$71,206.85
05/13/24	17779	GEMRT CERTIFIED PUBLIC ACCOUNTANTS	\$12,500.00
05/14/24	5818	MIAMI-DADE WATER & SEWER DEPT	\$70,312.84
05/15/24	17788	FLORIDA MUNICIPAL INS TRUST	\$119,173.73
05/17/24	17776	AKERMAN, LLP	\$18,138.24
05/20/24	17801	SOUTH BEACH PLUMBING CONTRACTOR	\$66,500.00
05/23/24	17792	MIAMI-DADE COUNTY TAX COLLECTOR	\$14,529.21
05/23/24	2800	MIAMI-DADE COUNTY SOLID WASTE MANAGEMENT	\$22,100.26
05/29/24	1708	OAC ACTION CONSTRUCTION CORP	\$81,113.10
05/31/24	17805	WEX BANK	\$14,357.50

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BUILDING DEPARTMENT

May

 Service Description	Prior Month	Prior Month	Prior Month	Prior Month	Prior Month	Prior Month	Fiscal Year to Date FY 2023-24
	OCTOBER - DECEMBER 2023	JANUARY-MARCH 2024	APRIL 2024	MAY 2024			
PERMITS ISSUED							
Building Permits	103	115	37	74			329
TOTAL PERMITS	103	115	37	74			329
Permits for New Houses	0	0	0	0			0
Permits for New Commercial	0	0	0	0			0
INSPECTIONS							
Building & Roofing	300	416	186	167			1,069
Zoning (Building)	32	42	10	28			112
TOTAL INSPECTIONS	332	458	196	195			1,181
CASES							
New Cases Open	77	136	2	3			218
Special Master (Hearing) Cases	29	45	15	0			89
Active Cases	162	208	100	100			570
TOTAL CASES	268	389	117	103			877
Certificates of Occupancy	1	0	0	0			1
Certificates of Use	117	34	8	2			161
TOTAL CERT. OF OCCUPANCY/ USE	118	34	8	2			162



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COMMUNICATIONS

May

- 05 FB Postings (including event and meeting postings)
- 144 FB Followers (new Facebook Account)
- 7 New FB followers
- 1 Twitter Postings
- 480 Twitter Followers
- 2,030 Instagram Followers
- 134 New IG Followers
- 1,383 Constant Contact Contacts
 - 05/24/24 – Memorial Day City Hall Closure

Meetings:

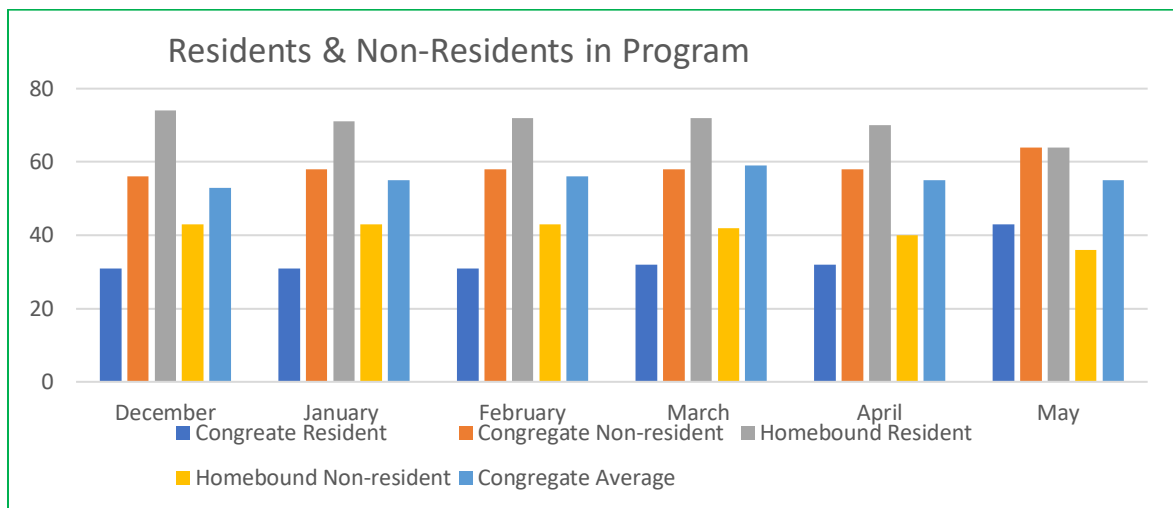
- 05/01/24 – Regular City Commission Meeting
- 05/15/24 – Charter Review Board Meeting
- 05/21/24 – Red Light Camera Hearing
- 05/21/24 – Code Enforcement Meeting
- 05/29/20 – Vulnerability Assessment Public Meeting

Events:

- 05/04/24 – Mother's Day Brunch

COMMUNITY CENTER

May



Congregate	Homebound	Monthly Average
87 Total Registered	117 Total Registered	60 Congregate in December
89 Total Registered	114 Total Registered	55 Congregate in January

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88 Total Registered	115 Total Registered	56 Congregate in February
90 Total Registered	114 Total Registered	59 Congregate in March
90 Total Registered	110 Total Registered	55 Congregate in April
107 Total Registered	100 Total Registered	55 Congregate in May

GRANTS

May

- 0 New grant applications prepared in May
- 0 Grants Approval Received in May
- Active grants list with updates:
 - Vulnerability Assessment – In-Progress
 - Cooper Park Exercise Equipment – In-Progress
 - EPA – Potable Watermain Improvements Project (Phase II) – Agreement received, In-Progress
 - FDEP-Potable Water System Improvements (Phase III) – In-Progress
 - GREEN Neat Streets – Shading West Miami 2024 – Planting are completed and preparing final report
 - FDOT Public Transit Development Program – West Miami SMART Plan On-Demand – Pending Agreement
 - U.S. Soccer Foundation Mini-Pitch Soccer Field – West Miami Mini-Pitch Soccer parks – Construction of Mini-pitch soccer park has started
 - Safe Streets & Road for All (SS4A) – West Miami Transportation Action Plan – Received Agreement pending execution to advertise for services

August Upcoming Events

- Looking into Charging and Fueling Infrastructure Discretionary Grant opportunity
- Continue researching funding opportunities to benefit the community and help fund CIP identified projects
- Prepare for park grants and develop survey to residents on park amenities
- Set Up introduction program of Just Ball to be held at Recreation Centers Mini-Pitch Soccer Parks with Futbol con Corazon to begin Fall 2024 (August to December)
- Preparing to submit applications to Resilient Florida grant program
- Pending receipt of agreement for General Appropriations Act (GAA) for Senior Activity Center Phase I funding
- Preparing to apply to the Transportation Alternative Grant Cycle for SW 16th Street Corridor Connectivity study

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IT

May

- Tickets Opened: 52
Tickets Closed: 51
- Finance upgraded to laptop/dock
- Adobe licensing
- Tablets Qalert portal training
- Passport quality of life changes and improvements to the schedule
- Cisco Meraki Firewalls security improved, removed backdoor emails to the routers

PARKS

May

Recreation Center:

- Softball Game – Police v. Public Works

Rentals

- 7 Multipurpose facility events
- 5 Pavilion events

Field Rental

- Monday & Wednesday – Miami Pro Baseball
- Tuesday & Friday – Dan Cabeda Soccer Academy
- Thursday – Adult Softball

Court Rental -Tennis Court

- Monday through Saturday (School Yard Tennis Academy)

Community Center

- 0 rentals

Cooper Park

- 6 rentals

Garden Club

- 2 rentals

Events

- Mother's Day Brunch
- Mother's Day Staff Breakfast

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PASSPORT ACCEPTANCE FACILITY

May

- Passport Applications 464 x \$35 = \$ 16,240.00
166 less than April/\$5,810.00 less than April
- Passport Photos 455 x \$17 = \$7,735.00
125 less than April/\$2,125.00 less than April

POLICE

May

- Law Enforcement Officers Memorial Breakfast
- Law Enforcement Officers Memorial Ceremony
- MDCACP Executive Luncheon Miami PBA
- MDCACP Dinner Miami Beach
- Police Department/Public Works Softball Game
- Leonard Tribble Memorial Cemetery Tribute
- Bike Patrol
- US Air Force Police Expo event @ Homestead Base
- Dade Chiefs Swear-in ceremony
- Honor guard Tribble Cemetery Detail
- Mass Casualty Training
- DARE Sylvania Elementary Graduation
- Crimes/Calls for Service:
 - 00 Robbery
 - Burglary
 - 0 Dwelling/Structure
 - 2 Conveyance
 - 01 Auto Theft
 - 07 Theft
 - 31 Disturbances
 - 02 Baker Act
 - 02 Assault/Battery
 - 00 Agg. Battery/Agg Assault
 - 37 Traffic Arrests
 - 16 Traffic Crashes
 - 415 Traffic Citations
 - 73 Parking Citations
 - 308 Total Calls
 - 74 Total Crimes
 - 12,953 Patrol Miles

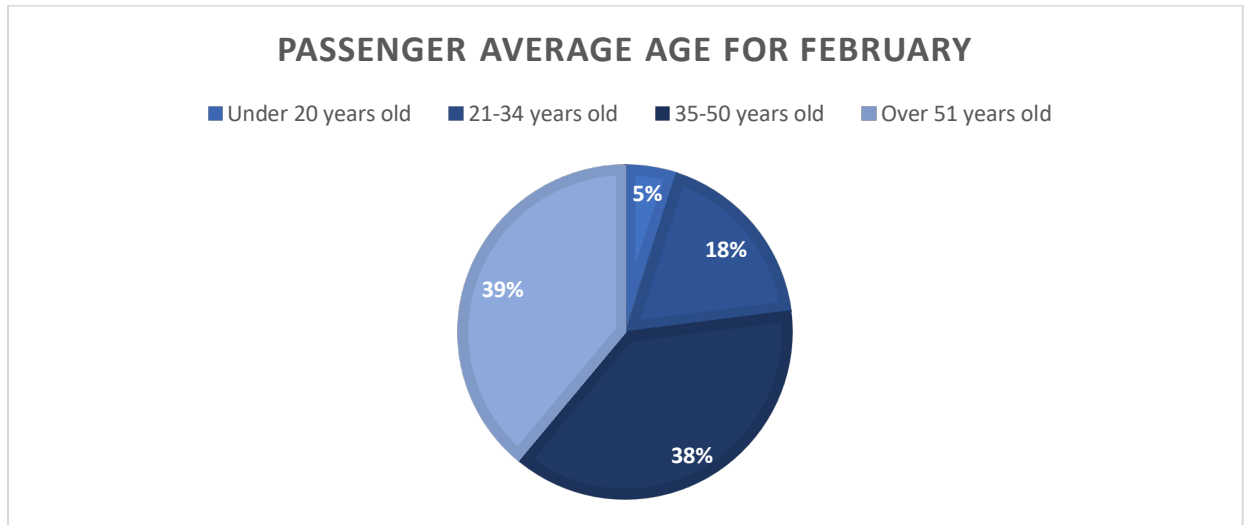
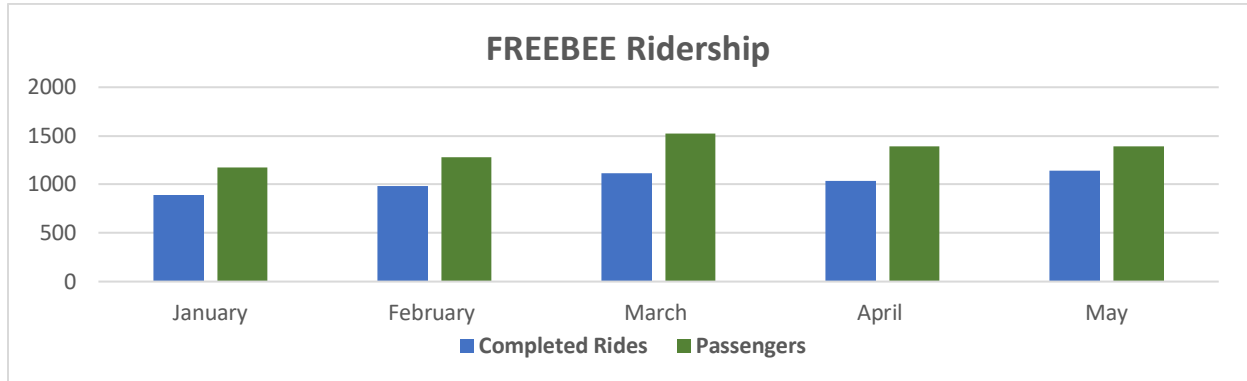
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PUBLIC SERVICES

May

FREEBEE Ridership

- Completed Rides: 1,140
- Total Passengers: 1,560



There was an overall 104 increase in Completed Rides and a 166 decrease in Total Passengers from April to May.

FACILITIES MAINTENANCE DIVISION

- Plumbers finished the plumbing project for City Hall and Community Center
- After plumbing repairs, completed the full installation of flooring at the Community Center
- Tiling was purchased and installed at the Community Center kitchen and bathrooms, also installation of tile at City Hall lobby bathrooms and interior bathrooms.
- Installation of new outside lights at the Community Center
- Paint interior of the Community Center

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- Installed the baseboards at the Community Center.
- Paint the Chiefs office
- Cleared area of Future Soccer field in preparation for construction.
- Security Gates at City Hall 95% completed.
- Repaired bench and fence at Lorraine Park

Preparations of City Events

- Mother's Day Brunch

Work Orders

- There were 22 tickets closed for tree trimming requests
- There were 2 tickets closed for fallen signs
- There were 2 tickets closed for stump grinding
- There was 1 ticket closed for cracked sidewalk

Storm Water

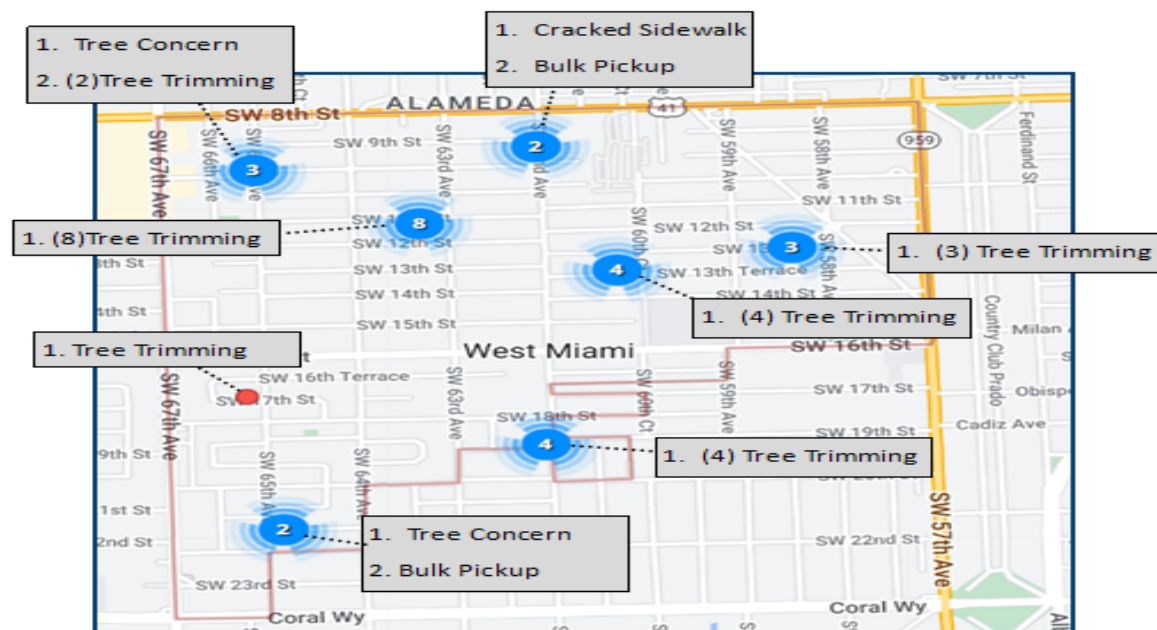
- Drain cleaning is also serving resident's requests.
- Starting preventive hurricane preparedness by inspecting the drains.

Sanitation

- Regular pick-up schedule continues.

Fleet Maintenance

- Vac truck is in service for repairs - awaiting parts
- Old Passenger Bus is back from mechanic – repaired air conditioner and floor, pending upholstery.
- Pressure Cleaner is down – awaiting delivery of parts



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Resolutions

May

- Resolution #2024-29 – John Bell for Rec Center Project
- Resolution #2024-30 – Law Enforcement Appreciation Day
- Resolution #2024-31 – Contract with Aptim – Vulnerability Assessment
- Resolution #2024-32 – Amendment to Contract Edward Silva
- Resolution #2024-33 – ILA CWM-South Miami-Pinecrest-CG
- Resolution #2024-34 – Ratification of City Attorney
- Resolution #2024-35 - Ratification of City Engineer

Ordinances

May

- Ordinance #2024-02 - Investment Property
- Ordinance #2024-03 – Short Term Rentals Electrical Component
- Ordinance #2024-04 – Surplus Equipment and Property
- Ordinance #2024-05 - No Over Night Parking