

# Memorandum



**Date:** December 18, 2025

**To:** Honorable Chairman Anthony Rodriguez  
and Members, Board of County Commissioners

Agenda Item No. 2(B)(9)  
January 21, 2026

**From:** Daniella Levine Cava *Daniella Levine Cava*  
Mayor

**Subject:** Compliance Report per Section 341.071, Florida Statutes – Transit Productivity  
and Performance Measures for the 2025 Reporting Year

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## **Executive Summary**

This report is submitted by the Department of Transportation and Public Works (DTPW), in compliance with Section 341.071, Florida Statutes, which requires that beginning November 1, 2024, and annually thereafter, that each public transit provider during a publicly noticed meeting do the following: (1) certify that its budgeted and general administrative costs are not greater than 20 percent above the annual state average of administrative costs for its respective tier, and that any year-over-year cumulative increase of five percent or more has been reviewed and, if applicable, approved by the Florida Department of Transportation (FDOT); (2) present a line-item budget report of its budgeted and actual general administrative costs; and (3) disclose all salaried executive management-level employees' total compensation packages, ridership performance and metrics and any gift accepted in exchange for contracts. These disclosures must be posted annually on the public transit provider's website.

This report covers the 2025 reporting year. Consistent with FDOT guidance, administrative cost certification and performance metrics reflect the most recently closed National Transit Database (NTD) reporting period (Fiscal Year 2024), while the line-item budget and actual cost information is based on Fiscal Year 2024-25 (October 1, 2024 through September 30, 2025). FDOT has established that agencies have until January 31, 2026 to report this, plus the other items from Section 341.071, at a publicly noticed meeting.

DTPW is considered a Tier 1 transit provider as it owns, operates and manages more than 101 vehicles in revenue service during peak regular service across all fixed-route modes or a rail transit system. For the 2025 reporting year, DTPW certifies that its average general administrative cost of 13.49 percent is below the State of Florida average of 22.56 percent for Tier 1 providers, the lowest of all such providers. The required budget line-item information as well as disclosure of executive compensation, ridership performance metrics, and gifts accepted in exchange for contracts are detailed below and have been posted on DTPW's website at <https://www.miamidade.gov/global/transportation/transit-annual-disclosures>.

## **Report**

### *a. Certification of General Administrative Costs*

DTPW certifies that its average administrative cost of 13.49 percent is less than the State of Florida average of 22.56 percent for Tier 1 transit agencies (see Table 1 below). Under the statute, "general administrative costs" include transit service development, injuries and damages, safety,

personnel administration, legal services, data processing, finance and accounting, purchasing and stores, engineering, real estate management, office management and services, customer service, promotion, market research and planning. Insurance costs are excluded.

With a fleet of over 800 buses, Miami-Dade County is categorized as a Tier 1 public transit provider. The second tier is limited to providers that own, operate and manage fewer than 100 vehicles in revenue service during peak regular service across all non-rail fixed-route modes or in any one non-fixed-route mode. According to FDOT’s analysis, DTPW, at 13.49 percent, has the lowest administrative costs of all Tier 1 transit providers, roughly nine percent less than the state average.

**Table 1**  
**Annual Average Administrative Cost Comparison**

DTPW Administrative Cost Average <sup>1</sup>	State Administrative Cost Average <sup>2</sup>
13.49%	22.56%

1- The average of general administrative costs is defined as the percentage of the total operating cost which is expended on general administrative activities. Based on Fiscal Year 2024 National Transit Database (NTD) data.

2- Annual state average of administrative cost for Tier 1 transit agencies as reported by the Florida Department of Transportation. Based on Fiscal Year 2024 NTD data.

Section 341.071 also requires transit providers to review any year-over-year cumulative increase of five percent or more in general administrative costs (budgeted costs compared to the prior year’s budgeted costs) before the start of the next fiscal year. The budgeted administrative costs increased by 3.2% in Fiscal Year 2026 from the prior fiscal year, which is below the five-percent statutory threshold. Accordingly, the review was completed internally by DTPW and did not require pre-approval from FDOT.

*b. Line-Item Budget and Actual Report*

Section 341.071 requires public transit providers to annually present a line-item budget report showing budgeted and actual general administrative costs. The line-item budget and actual administrative costs are detailed below (see Table 2). Overall, DTPW ended the fiscal year \$4.7 million under budget for general administrative costs.

**Table 2**  
**General Administrative Costs - Budget and Actual**  
**for the Fiscal Year - Ended September 30, 2025**  
**(Unaudited)**  
**(\$ in thousands)**

<b>Line-Item</b>	<b>Budget</b>	<b>Actual</b>	<b>Under/(Over)</b> <b>Budget</b>
Salary	\$ 38,988	\$ 37,586	\$ 1,403
Fringe Benefits	15,510	14,903	607
Court Costs	5	2	3
Contractual Services	15,415	13,798	1,618
Other Operating	9,844	9,558	285
Charges for County Services	3,014	2,193	821
<b>Total</b>	<u>\$ 82,777</u>	<u>\$ 78,040</u>	<u>\$ 4,736</u>

**Note:**

The Board of County Commissioners approved the Fiscal Year 2024-25 budget at the second and final budget hearing on September 19, 2024.

*c. Executive Compensation, Performance and Ridership Metrics and Gift Disclosures*

Section 341.071 requires, on an annual basis, public transit providers must disclose the following: (1) all salaried executive management-level employees’ total compensation packages; based on FDOT guidance, this provision is satisfied where only information for the public transit agency’s director is reported, as is the case here; (2) ridership performance and metrics; and (3) any gift accepted in exchange for contracts. This information is provided below and has been posted to DTPW’s website.

1. Executive Compensation

<b>Title</b>	<b>Annual Salary</b>
Director and CEO	\$303,820.00

2. Performance and Ridership Metrics

	2023	2024
<b>GENERAL PERFORMANCE INDICATORS</b>		
Passenger Trips (Metrobus, Metrorail, Metromover, & Paratransit)	77,516,116	87,864,976
Revenue Miles (Metrobus, Metrorail, Metromover & Paratransit)	47,082,098	46,912,111
Total Operating Expenses (Metrobus, Metrorail, Metromover & Paratransit)	\$701,502,278	\$651,042,303
Operating Revenues	\$78,476,001	\$72,824,671
Vehicles Operated in Maximum Service	1,077	1,092
Base Fare:		
Metrobus	\$2.25	\$2.25
Metrorail	\$2.25	\$2.25
Metromover	\$0.00	\$0.00
Paratransit	\$3.50	\$3.50
<b>EFFECTIVENESS MEASURES</b>		
Revenue Miles between System Failures	5,166	3,717
Days/Hours Service is Available		
Metrobus:		
Hours of Service – Weekdays	24 Hours	24 Hours
Hours of Service – Saturdays	24 Hours	24 Hours
Hours of Service – Sundays	24 Hours	24 Hours
Metrorail: Weekdays/Weekends	5:00 a.m. - 12:00 a.m.	5:00 a.m. - 12:00 a.m.
Metromover: Weekdays/Weekends	5:00 a.m. - 12:00 a.m.	5:00 a.m. - 12:00 a.m.
Paratransit: Weekdays/Weekends	24 Hours	24 Hours
<b>EFFICIENCY MEASURES</b>		
Operating Expenses per Passenger Trip	\$9.05	\$6.77

Source: National Transit Database

1- The annual NTD data for 2025 is not available as of the date of this report.

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3. Gifts

DTPW personnel have not accepted any gifts in exchange for contracts. This was verified via the submission of Annual Gift Disclosure Forms.

All required disclosures set forth in Section 341.071 have been posted at:  
<https://www.miamidade.gov/global/transportation/transit-annual-disclosures>.

Should you require additional information, contact Stacy Miller, DTPW Director and CEO at (786) 469-5406.

c: Geri Bonzon-Keenan, County Attorney  
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