

TOWN OF MIAMI LAKES, FLORIDA WORKSHOP MEETING

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AGENDA Workshop August 24, 2017 5:30 PM 6601 Main Street Government Center Miami Lakes, Florida 33014

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance/Moment of Silence**
- 4. Public Comment**

All comments or questions from the attending public to the Council shall be directed to the Mayor, in a courteous tone. No person other than the Council and the person recognized by the Mayor as having the floor, shall be permitted to enter into discussion without the permission of the Mayor. To ensure the orderly conduct and efficiency of the meeting, public comments shall be limited to three (3) minutes maximum per person; however, the Mayor may authorize the extension of the aforesaid time frame, and any extension shall apply to other individuals speaking on the same subject.

No clapping, applauding, heckling, verbal outburst in support of, or in opposition to a speaker or his/her remarks shall be permitted. Should a member of the audience become unruly, or behave in any manner that disrupts the orderly and efficient conduct of the meeting, the Mayor is given the right and the authority to require such person to leave the Council Chambers.

As a courtesy to others, all electronic devices must be set to silent mode to avoid disruption of the proceedings.

5. Items for Discussion:

A. Proposed Fiscal Year 2017-18 Budget Overview

6. Adjournment

This meeting is open to the public. A copy of this Agenda and the backup therefore, has been posted on the Town of Miami Lakes Website at www.miamilakes-fl.gov and is available at Town Hall, 6601 Main Street, Miami Lakes 33014. In accordance with the Americans with Disabilities Act of 1990, all persons who are disabled and who need special accommodations to participate in this meeting because of that disability should contact Town Hall at 305-364-6100 two days prior to the meeting.

Anyone wishing to appeal any decision made by the Miami Lakes Town Council with respect to any matter considered at this meeting or hearing will need a record of the proceedings and for such purpose, may need to ensure that a verbatim record of the proceedings is made which record includes the testimony and evidence upon which the appeal is to be based.

Any member of the public wishing to speak on a public hearing matter on this Agenda or under public comments for items not on this Agenda, should fill out a speaker card and provide it to the Town Clerk, prior to commencement of the meeting. Any person presenting documents to the Town Council should provide the Town Clerk with a minimum of 12 copies.



Town of Miami Lakes Memorandum

To: Honorable Mayor and Councilmembers
From: Alex Rey, Town Manager
Subject: Proposed Fiscal Year 2017-18 Budget Overview
Date: 8/24/2017

Recommendation:

Please see the attached presentation.

ATTACHMENTS:

Description

FY 2017-18 Budget Workshop Presentation

FY 2017-18 PROPOSED BUDGET OVERVIEW & STRATEGIC PLANNING

FY 2017-18 BUDGET WORKSHOP

AGENDA TOPICS

- TOTAL PROPOSED BUDGET
- GENERAL FUND
 - REVENUE
 - EXPENSES
 - SIGNIFICANT CHANGES TO BASE BUDGET
- SPECIAL REVENUE FUNDS
- STORMWATER UTILITY
- FACILITY MAINTENANCE FUND
- DEBT SERVICE
- CAPITAL PROJECTS
- STRATEGIC INITIATIVES
- PAY-AS-YOU-GO CAPITAL PROJECTS
- MLOP MASTER PLAN FUNDING

BUDGET SUMMARY

Town of Miami Lakes - FY2017-18

Millage per \$1,000

General Fund Millage: 2.3353

The General Fund Millage is 8.07 percent higher than the State defined Rolled Back Rate

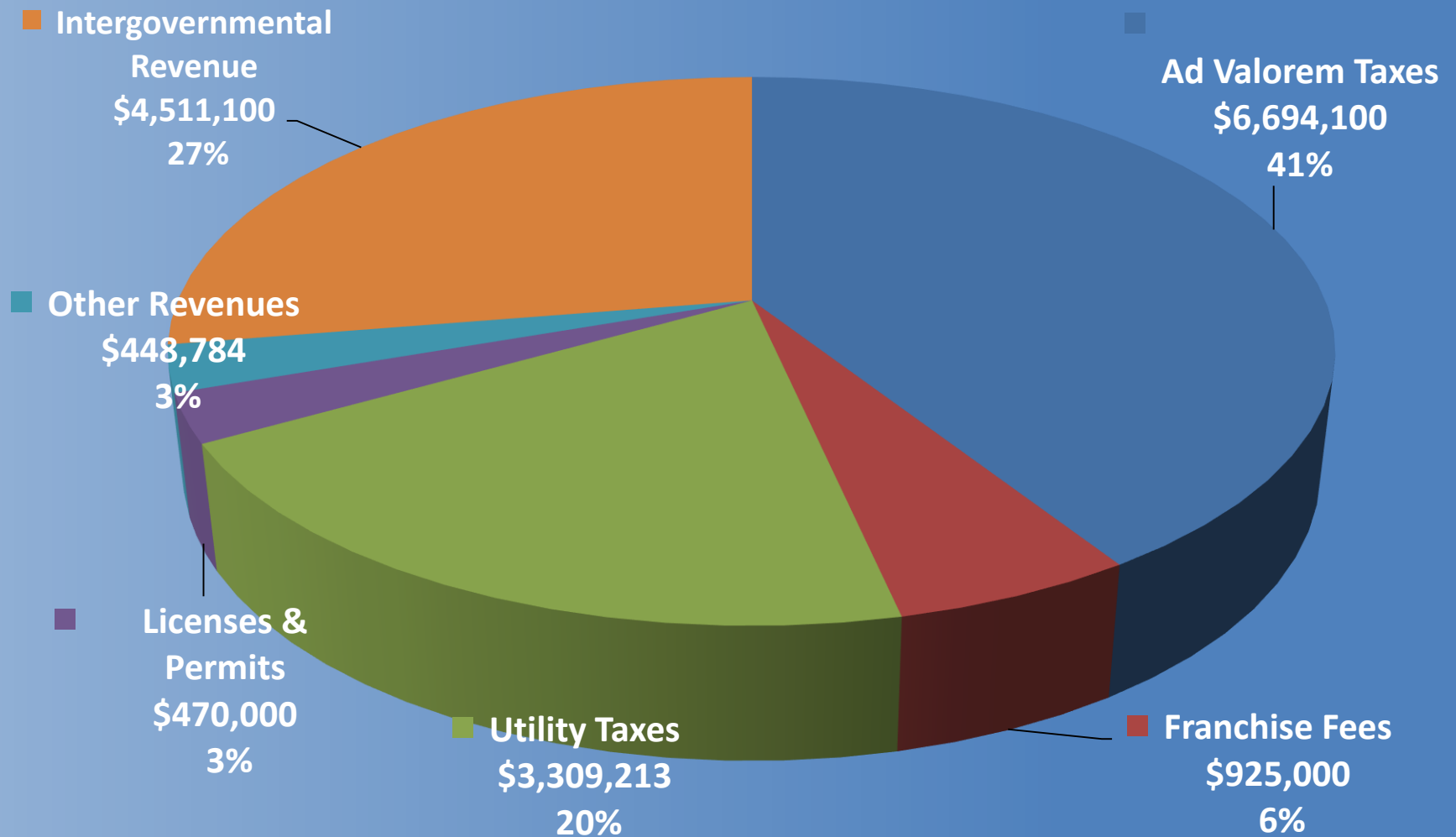
ESTIMATED REVENUES	General Fund	Special Revenue Funds	Electric Utility Tax Revenue Fund	Debt Service Fund	Capital Projects Fund	Stormwater Utility Fund	Internal Service Fund	Total All Funds
Ad Valorem Taxes: Millage per \$1,000 = 2.3353	6,694,100	-	-	-	-	-	-	6,694,100
Franchise Fees	925,000	-	-	-	-	-	-	925,000
Charges for Services	-	-	-	-	-	1,100,000	-	1,100,000
Utility Service Tax	3,309,213	-	373,321	-	-	-	-	3,682,534
Intergovernmental Revenue	4,511,100	1,588,572	-	178,728	2,534,133	-	-	8,812,533
Licenses and Permits	470,000	5,498,576	-	-	-	-	-	5,968,576
Fines & Forfeitures	200,000	65,000	-	-	-	-	-	265,000
Miscellaneous Revenue	248,784	292,200	-	-	25,000	32,000	-	597,984
TOTAL SOURCES	16,358,197	7,444,348	373,321	178,728	2,559,133	1,132,000	-	28,045,727
Transfers In	-	-	-	371,321	2,738,934	-	314,249	3,424,504
Fund Balances/Reserves/Net Assets	2,884,807	3,739,340	-	-	2,633,573	288,148	-	9,545,868
TOTAL REVENUES, TRANSFERS & BALANCE	19,243,004	11,183,688	373,321	550,049	7,931,640	1,420,148	314,249	41,016,100
ESTIMATED EXPENDITURES								-
General Government	2,750,552	-	2,000	-	175,000	-	188,550	3,116,101
Transportation	1,102,685	1,430,037	-	-	4,252,281	-	-	6,785,003
Public Safety	8,249,727	-	-	-	-	-	84,847	8,334,574
Parks, Recreation & Culture	3,323,194	-	-	-	1,430,000	-	-	4,753,194
Physical Environment	-	-	-	-	1,975,440	1,165,404	-	3,140,844
Building, Zoning, Planning & Dev.	495,220	1,892,256	-	-	-	-	40,852	2,428,328
Debt Services	153,423	-	-	550,049	-	83,842	-	787,314
TOTAL EXPENDITURES	16,074,800	3,322,293	2,000	550,049	7,832,721	1,249,246	314,249	29,345,358
Transfers Out	273,397	2,629,786	371,321	-	-	150,000	-	3,424,504
Fund Balances/Reserves/Net Assets	2,894,807	5,231,609	-	-	98,919	20,902	-	8,246,237
TOTAL APPROPRIATED EXPENDITURES, TRANSFERS, RESERVES AND BALANCES	19,243,004	11,183,688	373,321	550,049	7,931,640	1,420,148	314,249	41,016,100



GENERAL FUND REVENUES

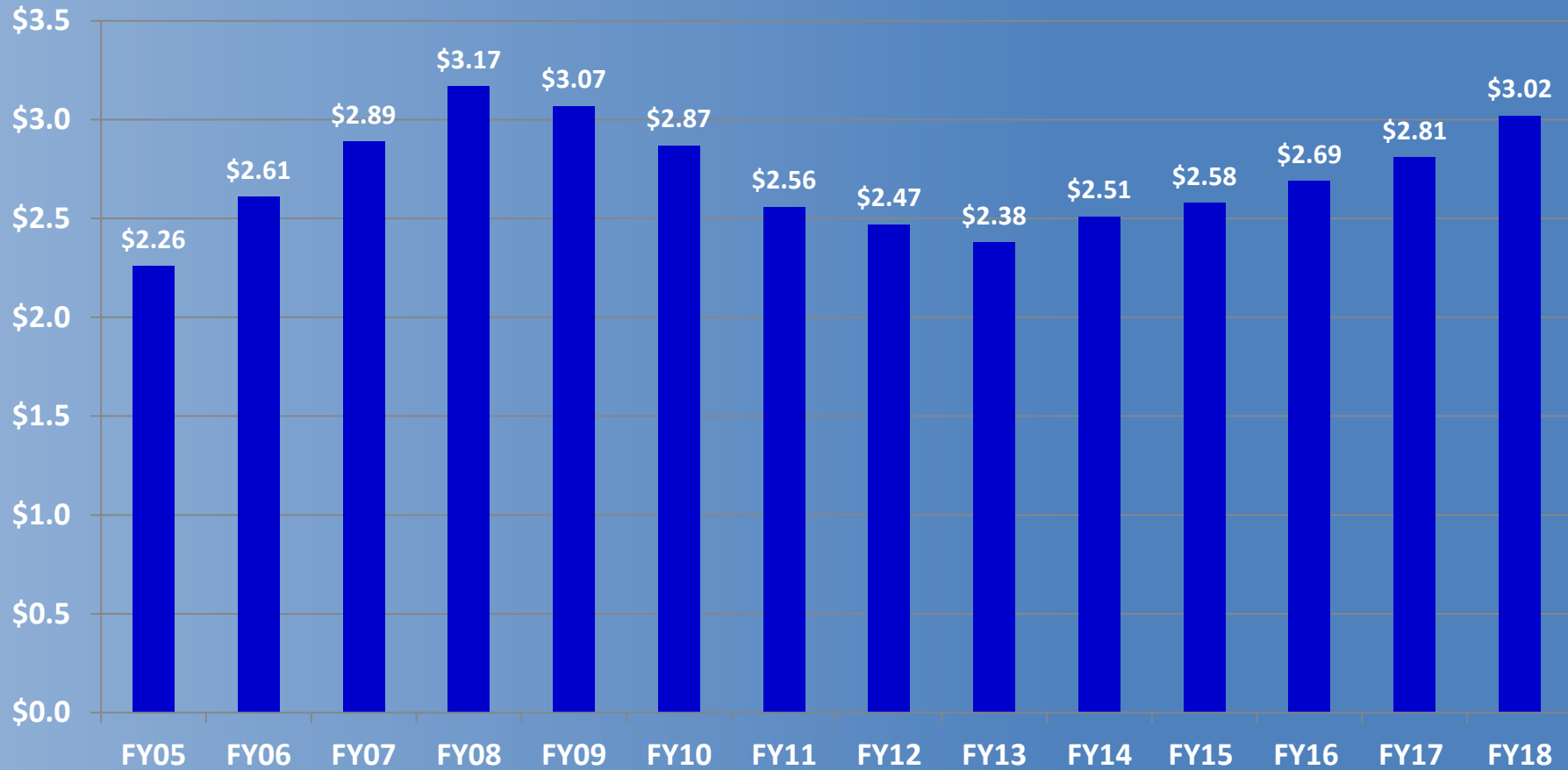
GENERAL FUND REVENUES

\$16,358,197

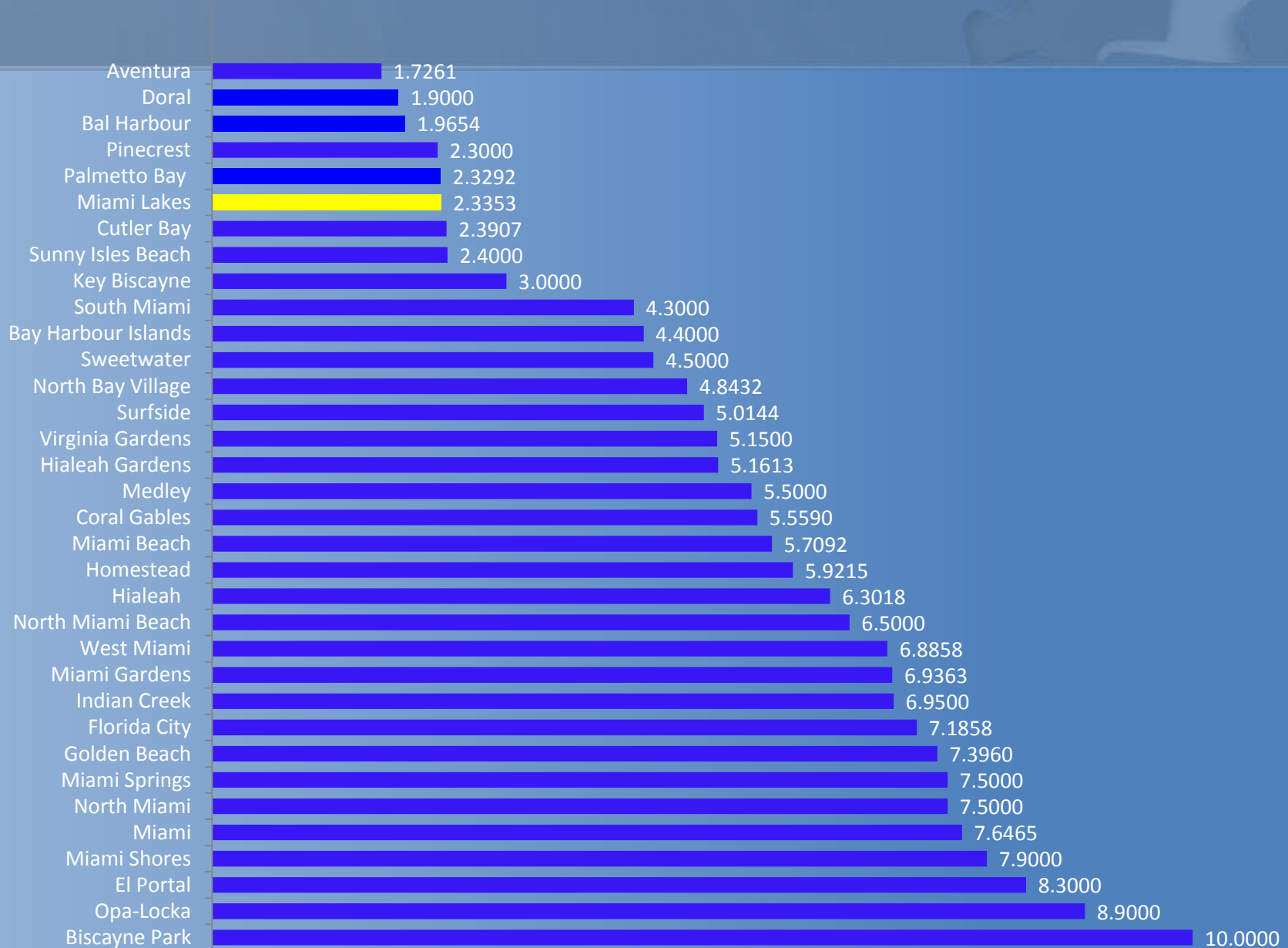


PROPERTY TAX ROLL

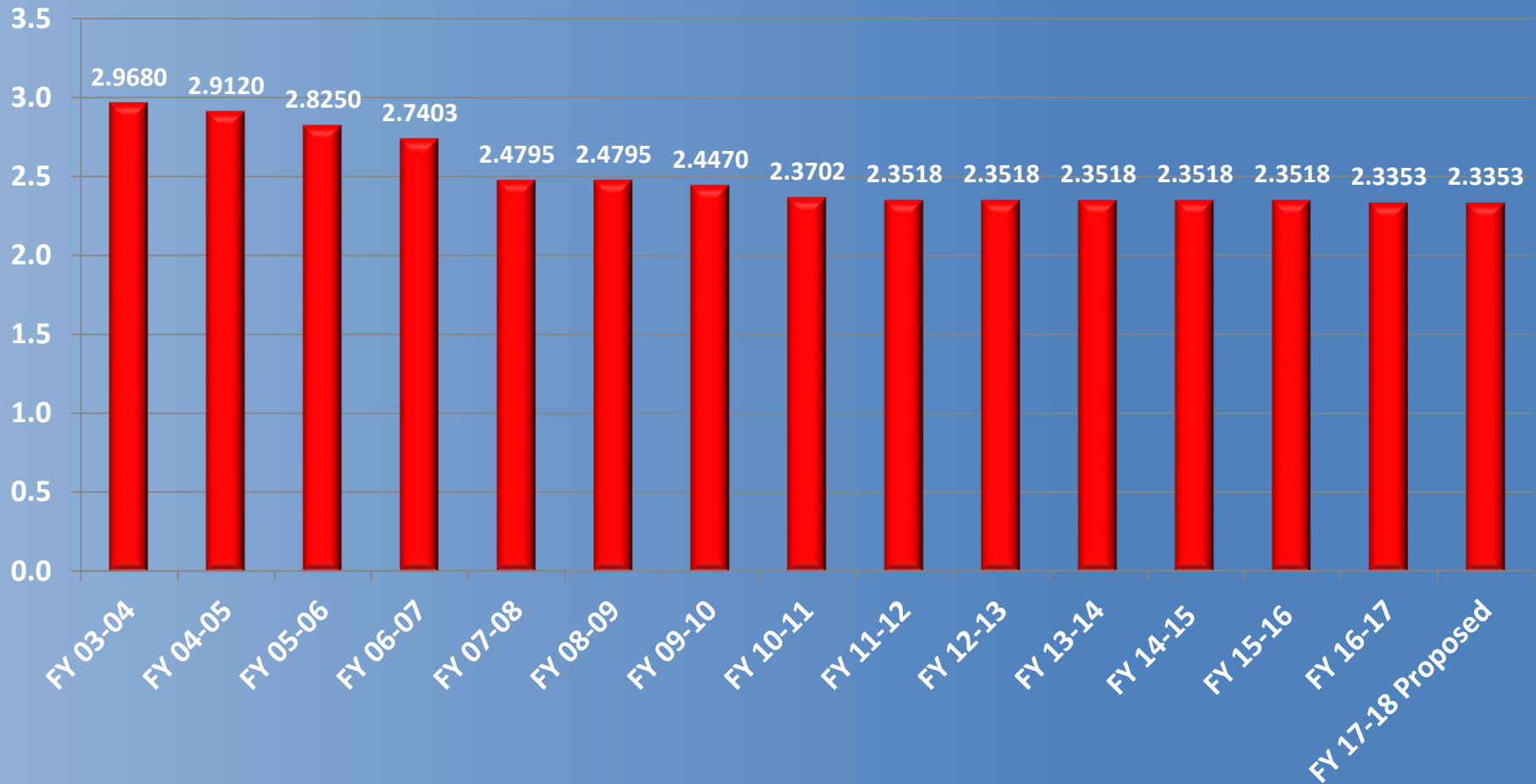
(in Billions)



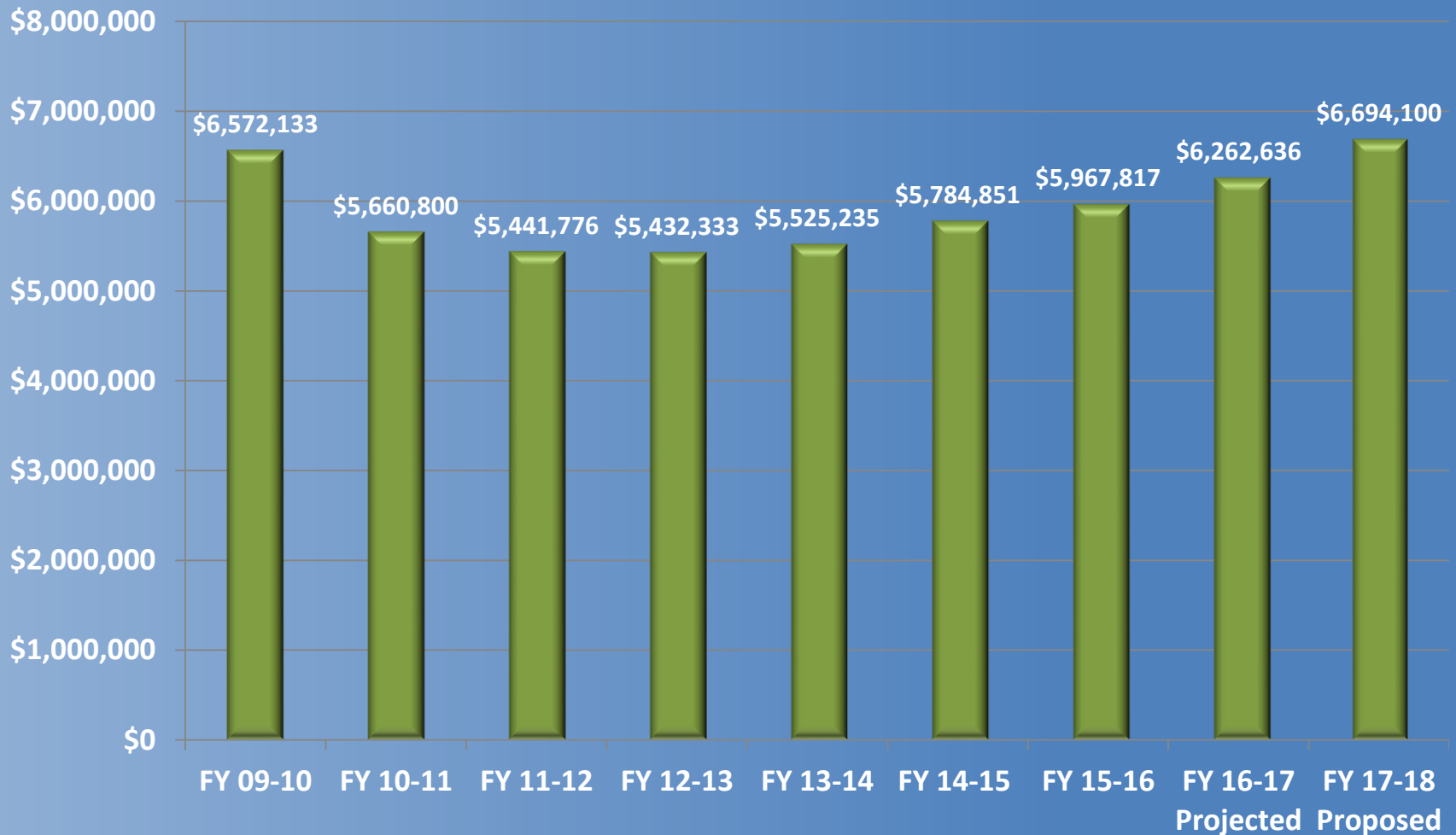
FY2016-17 COMPARABLE MILLAGE RATES



MIAMI LAKES MILLAGE RATE



AD VALOREM TAXES



TOWN OF MIAMI LAKES 2017 PRELIMINARY ASSESSMENT ROLL VALUES

	Taxable Value	Percent	Ad Valorem*
Real Property (1)	\$ 2,856,633,089	94.7%	\$ 6,337,540
Personal Property	160,699,265	5.3%	356,517
Total	3,017,332,354	100.0%	6,694,057

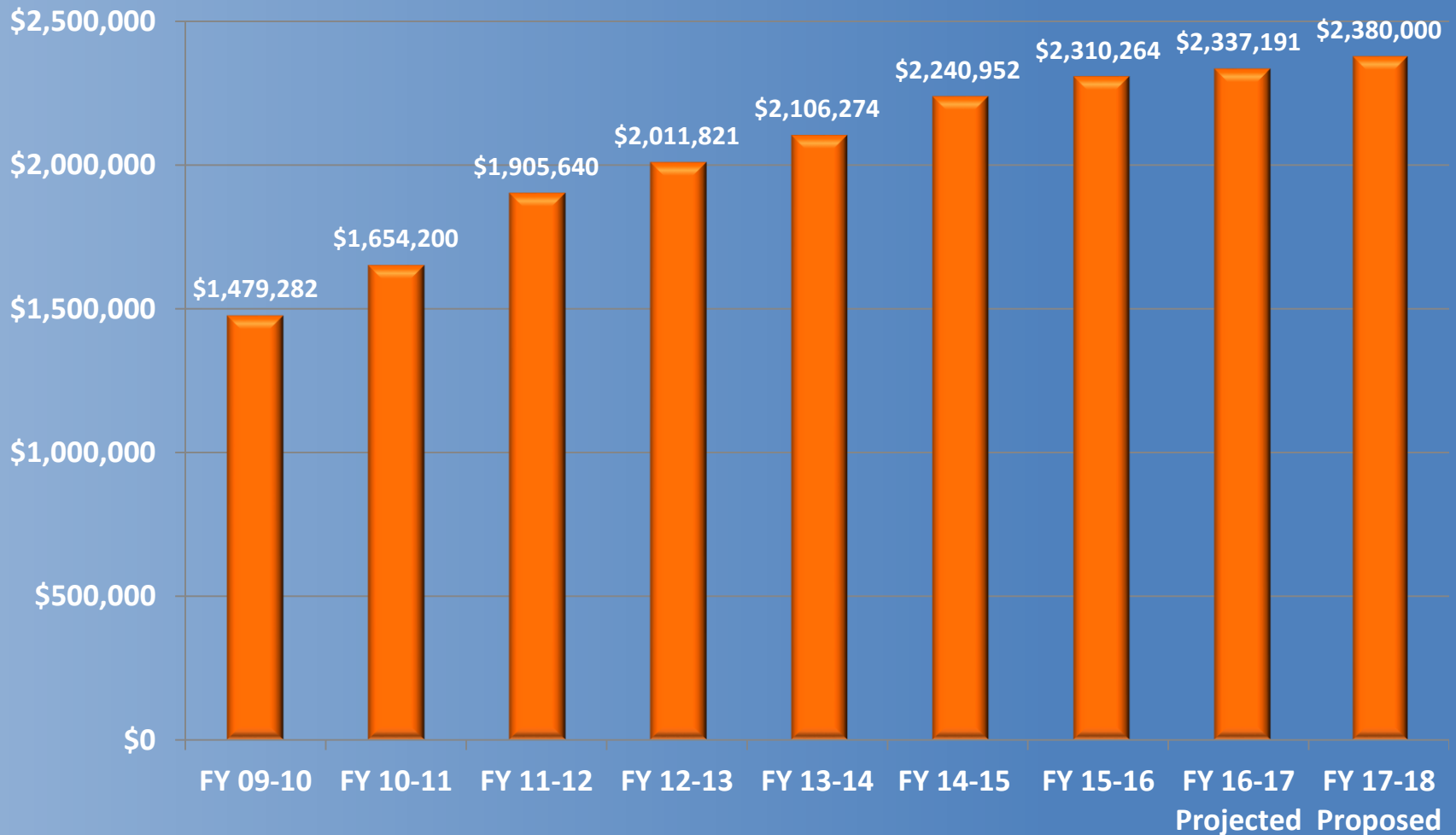
(1) TAXABLE VALUES ON REAL PROPERTY

<u>Property Type</u>	<u>Residential</u>	<u>Business</u>	<u>Ad Valorem*</u>	<u>Percent</u>
Single Family	1,335,003,959	-	2,961,753	44.2%
Condominium	361,274,204	-	801,499	12.0%
Sub-Total Residential	1,696,278,163	-	3,763,252	56.2%
Multi Family	-	212,971,227	472,484	7.1%
Commercial	-	519,062,429	1,151,558	17.2%
Industrial	-	298,829,345	662,963	9.9%
Agriculture	-	4,219,415	9,361	0.1%
Vacant Land	-	102,987,380	228,481	3.4%
Institutional	-	20,728,156	45,986	0.7%
Governmental	-	99	0	0.0%
Other Properties	-	1,556,875	3,454	0.1%
Sub-Total Business	-	1,160,354,926	2,574,288	38.5%
Total Real Property (1)	\$ 1,696,278,163	\$ 1,160,354,926	\$ 6,337,540	94.7%

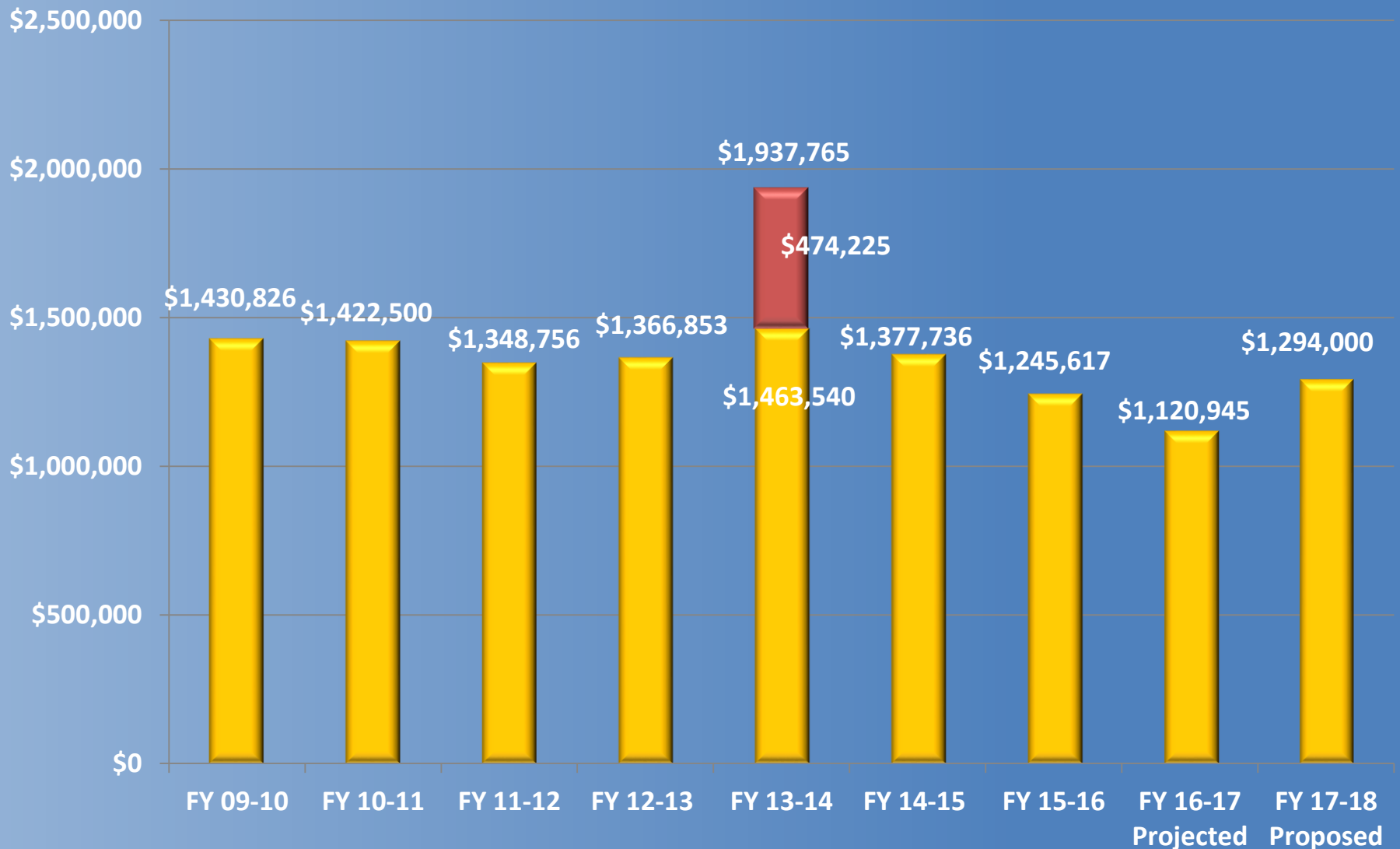
* Ad Valorem calculated at 95% collection rate.

Millage Rate @ 2.3353

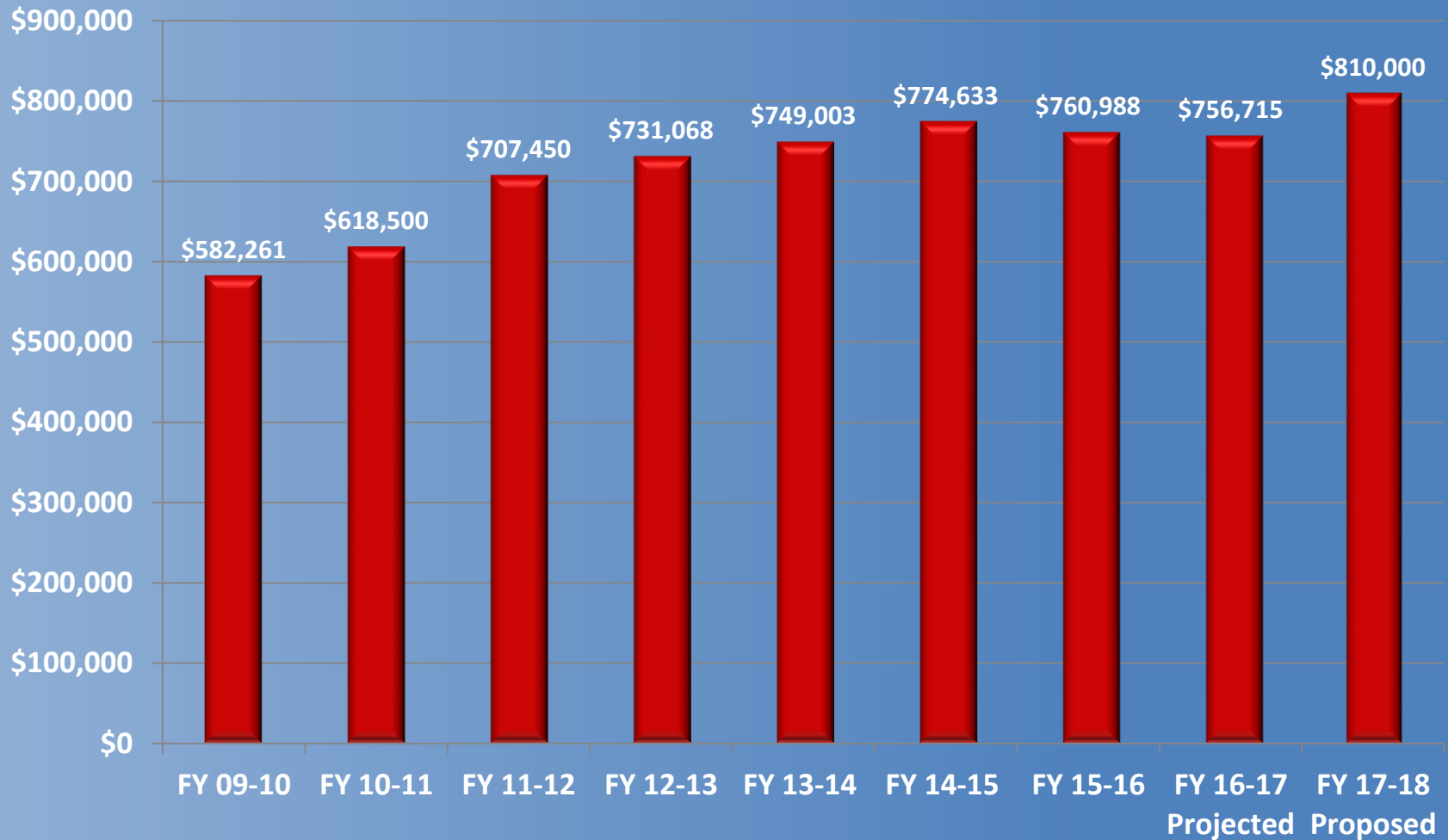
HALF CENT SALES TAX



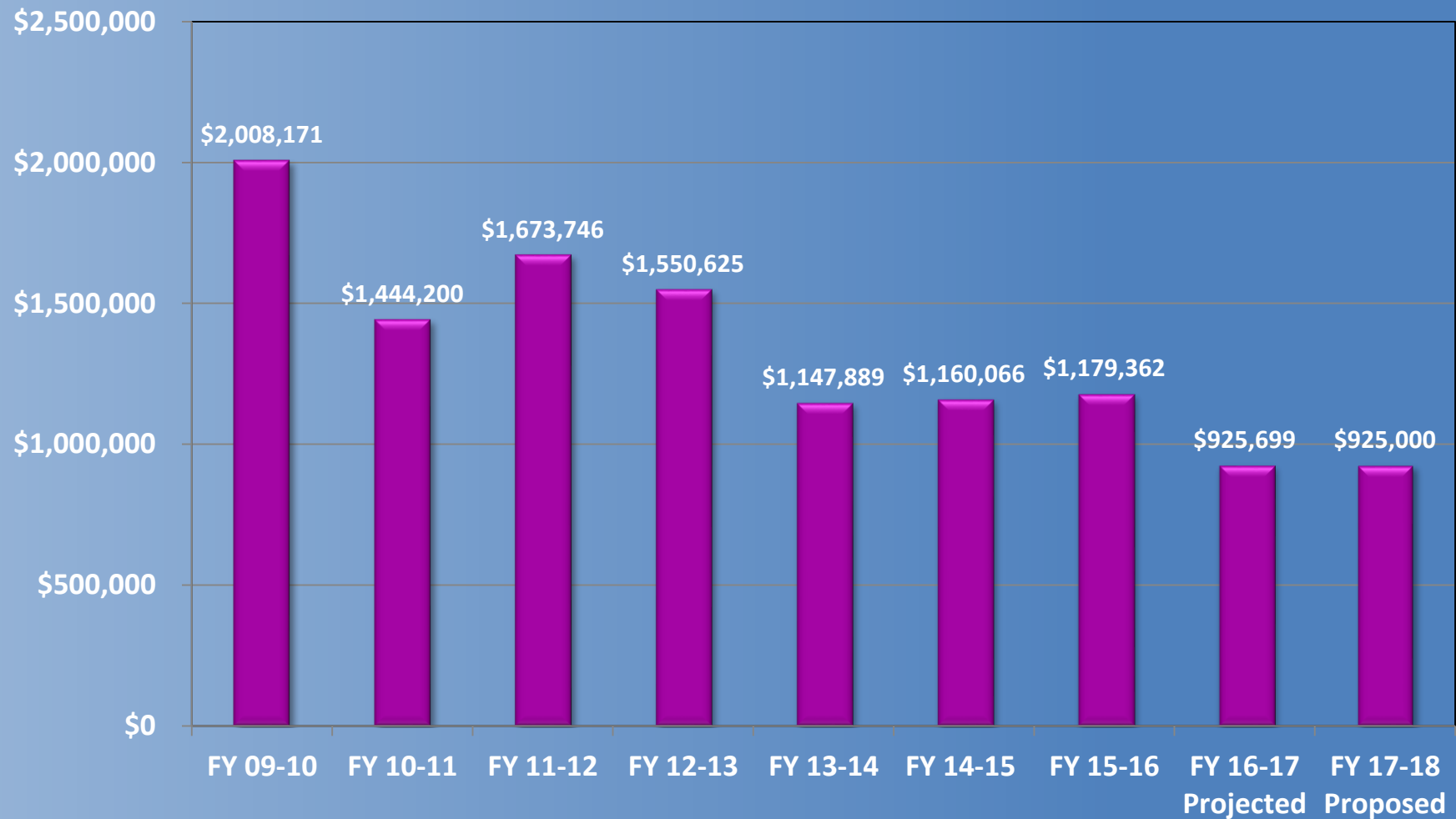
COMMUNICATIONS SERVICES TAX



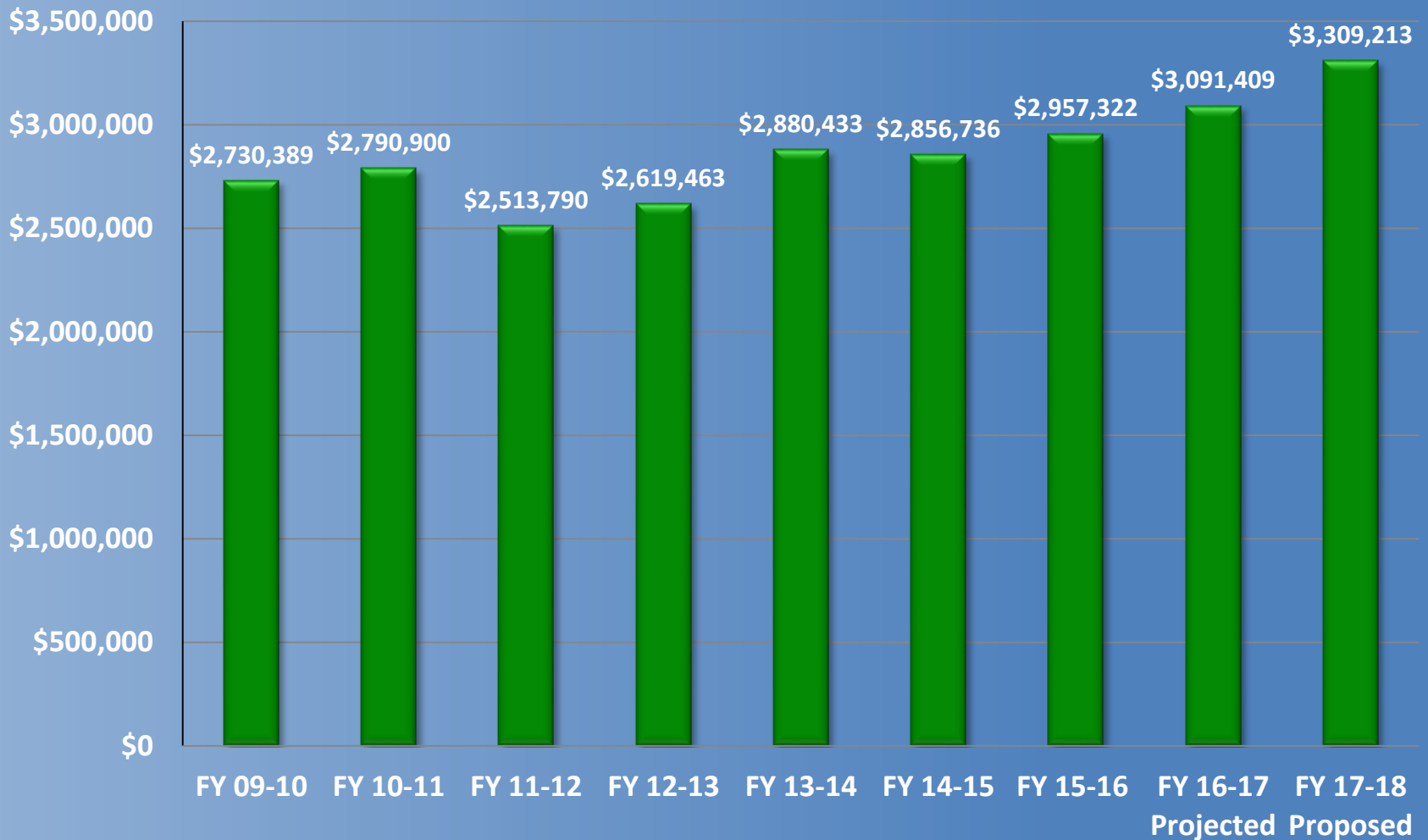
STATE REVENUE SHARING



FRANCHISE FEES

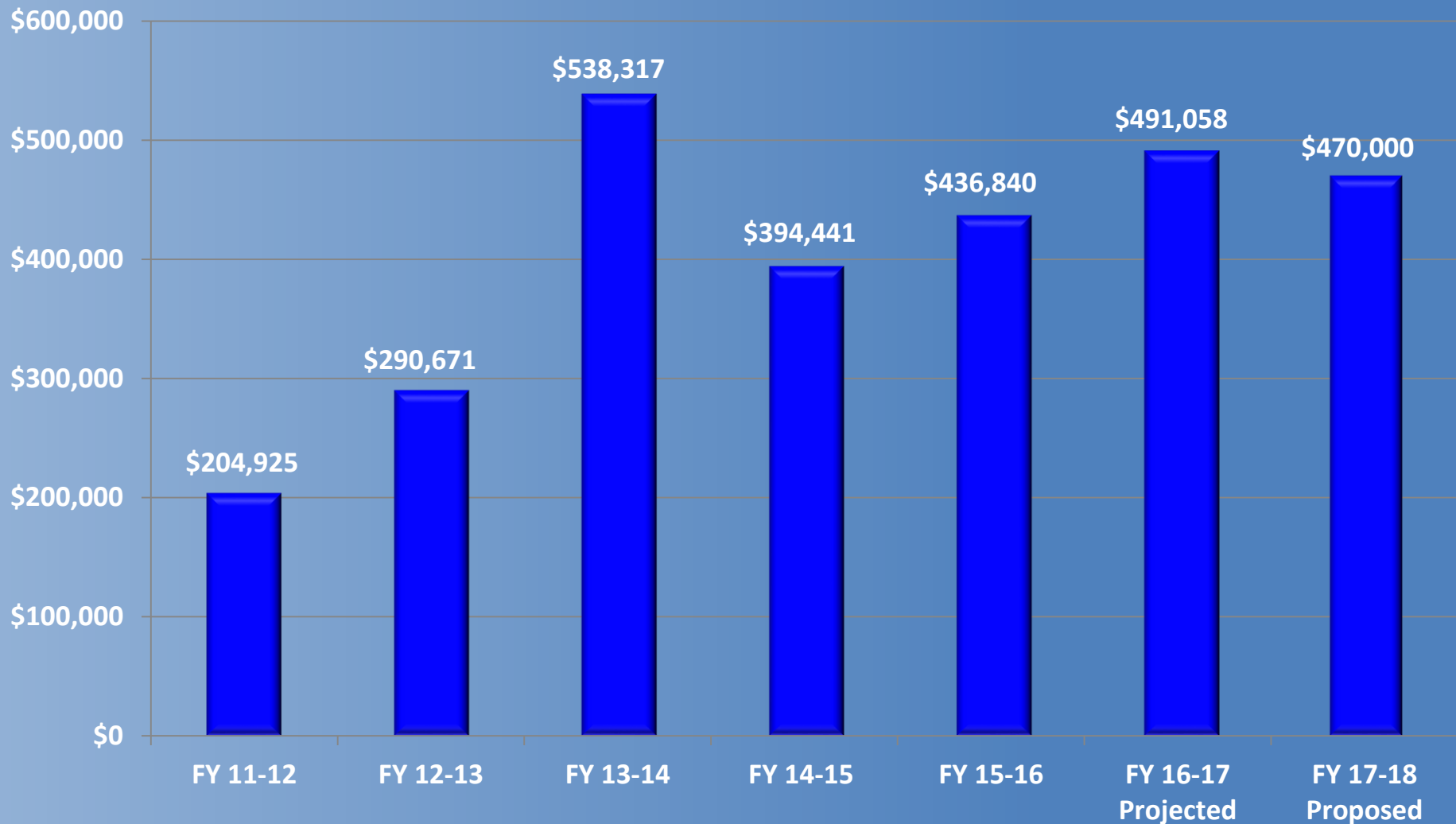



UTILITY SERVICES TAXES



LICENSES AND PERMITS

(Planning, Zoning, and Public Works)

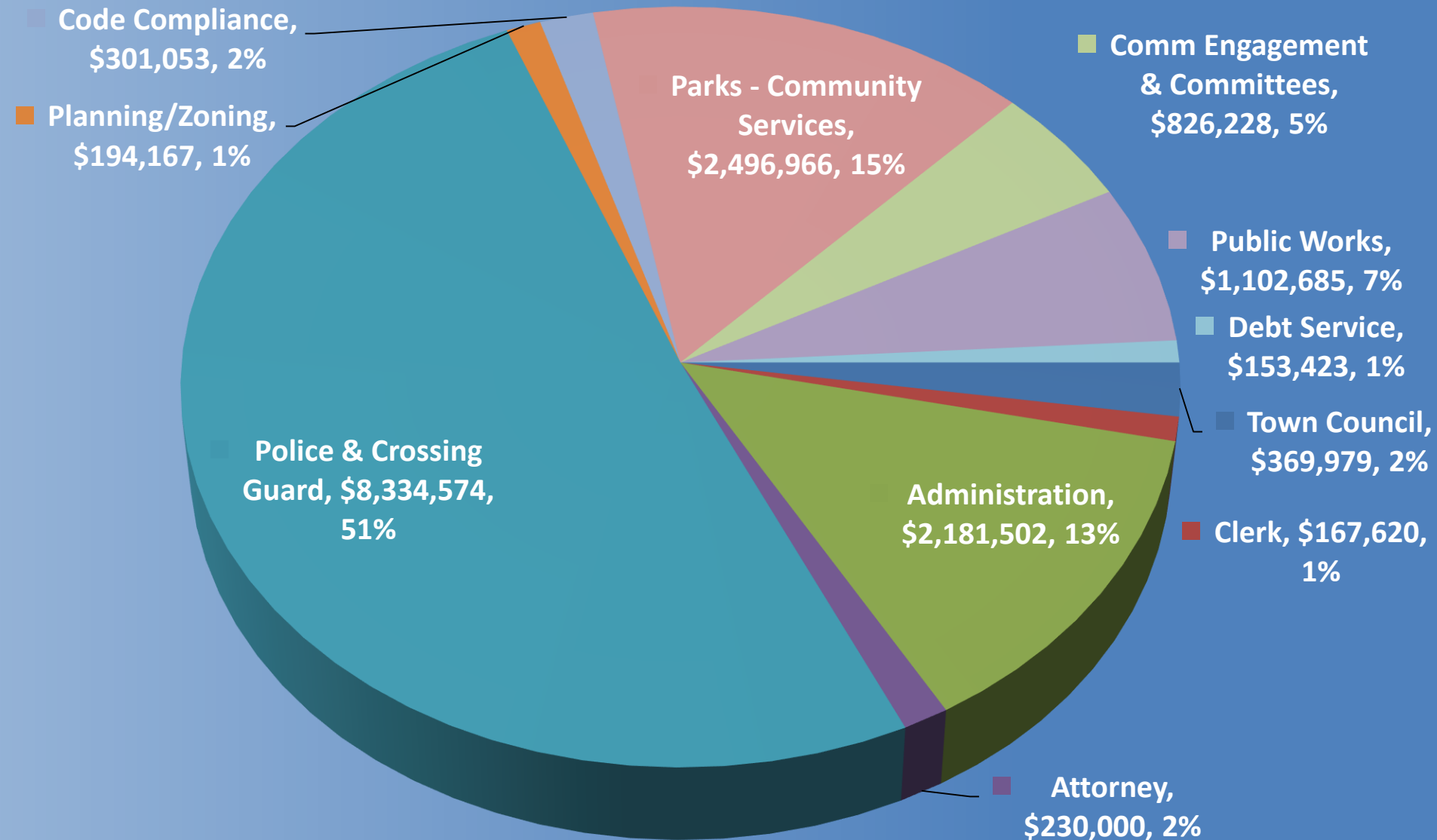


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GENERAL FUND EXPENDITURES


GENERAL FUND EXPENDITURES

\$16,358,197



General Fund Operating Expenses (in millions)



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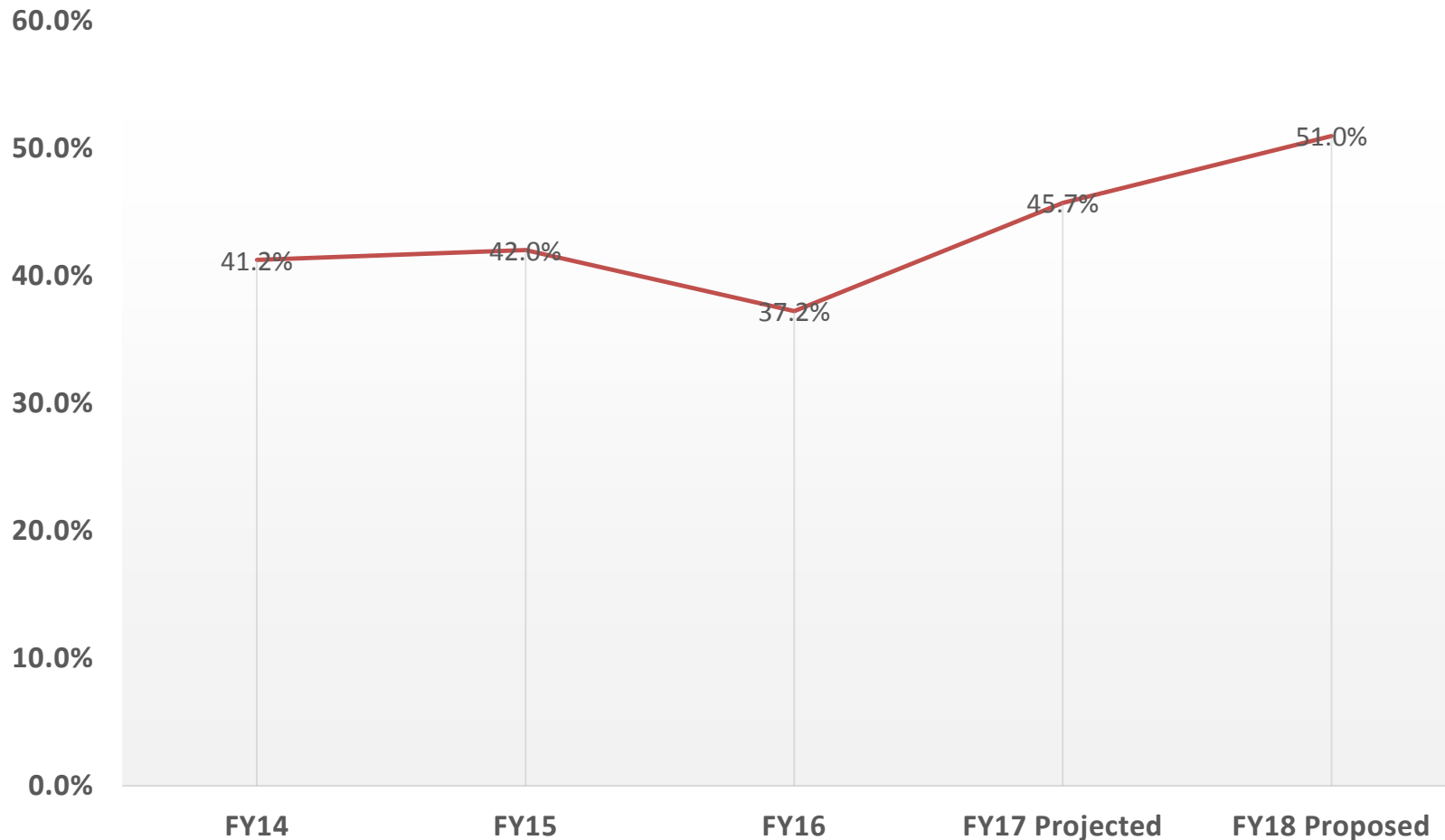
SIGNIFICANT CHANGES IN GENERAL FUND BASE EXPENDITURE BUDGET

ACCOUNT NAME/DEPARTMENT	FY2016-17 ADOPTED BUDGET	FY2016-17 AMENDED BUDGET	FY2017-18 PROPOSED BUDGET	CHANGE INCR/(DECR)
Revenues				
Ad Valorem Taxes	\$ 6,234,000	\$ 6,234,000	\$ 6,694,100	\$ 460,101
Franchise Fees	1,200,000	1,200,000	925,000	(275,000)
Utility Service Tax	2,950,000	2,950,000	3,309,213	359,213
Intergovernmental Revenues	4,498,151	4,498,151	4,511,100	12,949
Permits & Fees (Non-Building Dept.)	418,750	418,750	470,000	51,250
Fines & Forfeitures	173,500	173,500	200,000	26,500
Miscellaneous Revenues	201,784	217,082	248,784	47,000
Sub-total Recurring Revenues	15,676,185	15,691,483	16,358,197	682,013
Interfund Transfers	111,416	111,416	-	(111,416)
Prior Year Carry-Over Funds	-	1,399,523	-	0
Sub-total Other Revenues	111,416	1,510,939	-	(111,416)
Total Revenues	15,787,601	17,202,422	16,358,197	570,597
Expenditures				
Town Mayor & Council	326,326	345,626	369,979	43,653
Town Clerk	223,597	224,297	167,620	(55,977)
Town Attorney	235,000	454,000	230,000	(5,000)
Administration	1,971,279	2,139,351	1,992,953	21,674
Police	7,712,869	7,688,344	8,249,727	536,858
Planning and Code Compliance	489,761	496,437	374,688	(115,073)
Zoning	117,905	118,455	120,532	2,628
Parks & Community Services	2,402,795	2,456,287	2,496,966	94,171
Community Engagement & Outreach	560,084	566,883	598,378	38,295
Special Events - Committees	211,750	235,778	227,850	16,100
Public Works	1,104,317	1,134,430	1,102,685	(1,633)
QNIP	153,423	153,423	153,423	-
Non-Departmental	-	526,443	-	0
Sub-total Expenditures	15,509,104	16,539,753	16,084,800	575,696
Transfers Out	278,497	662,669	273,397	(5,100)
Total Expenditures	15,787,601	17,202,422	16,358,197	570,596
Excess (Deficiency) of Revenues over Expenditures	\$ (0)	\$ (0)	\$ 0	\$ 0

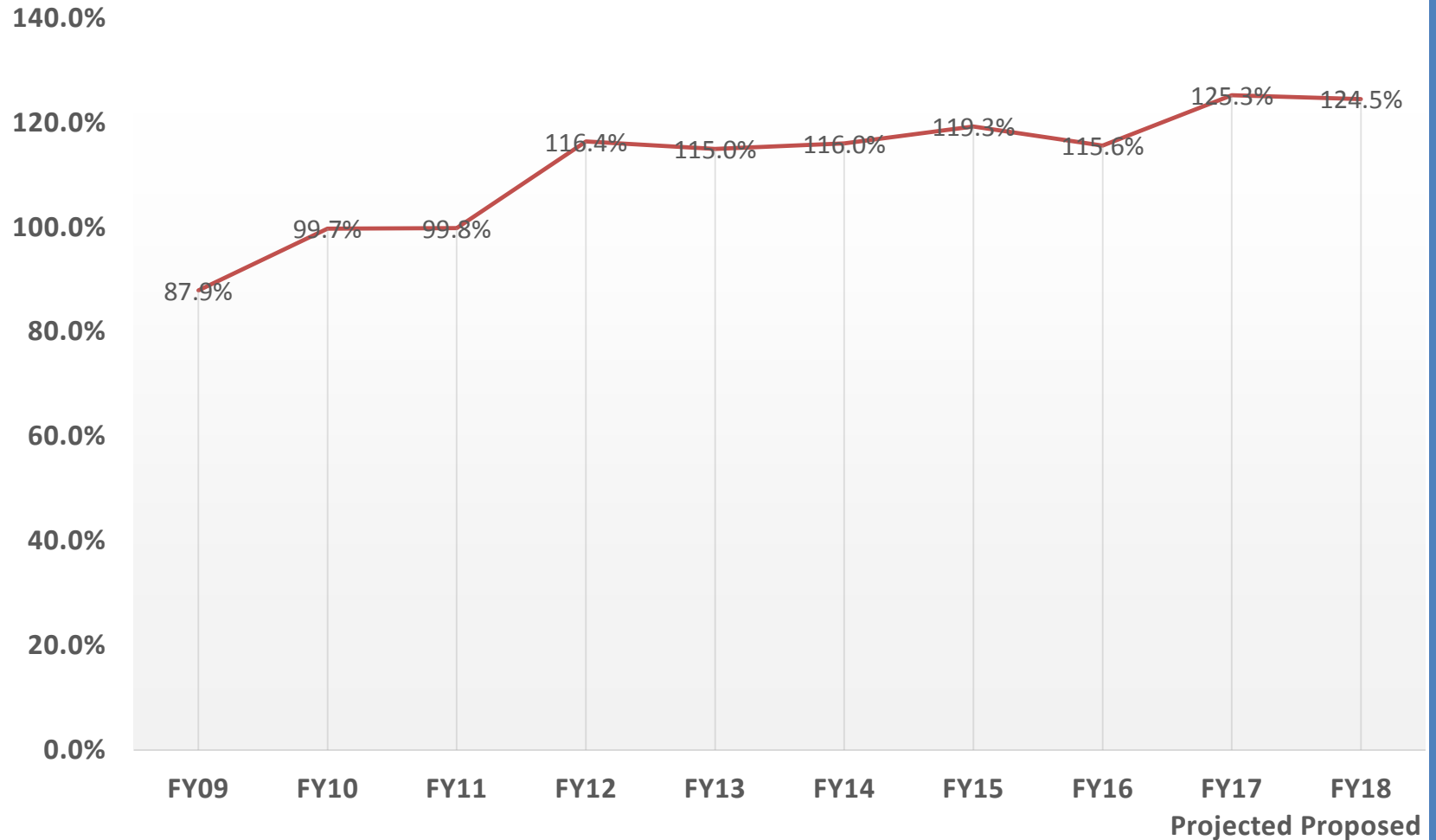
SIGNIFICANT CHANGES TO GENERAL FUND BASE EXPENDITURE BUDGET

- Increase in Police Contract
- Increase in Level of Service of Tree Trimming

PUBLIC SAFETY EXPENSES AS A PERCENT OF GENERAL FUND BUDGET



PUBLIC SAFETY EXPENSES AS A PERCENT OF AD VALOREM REVENUE

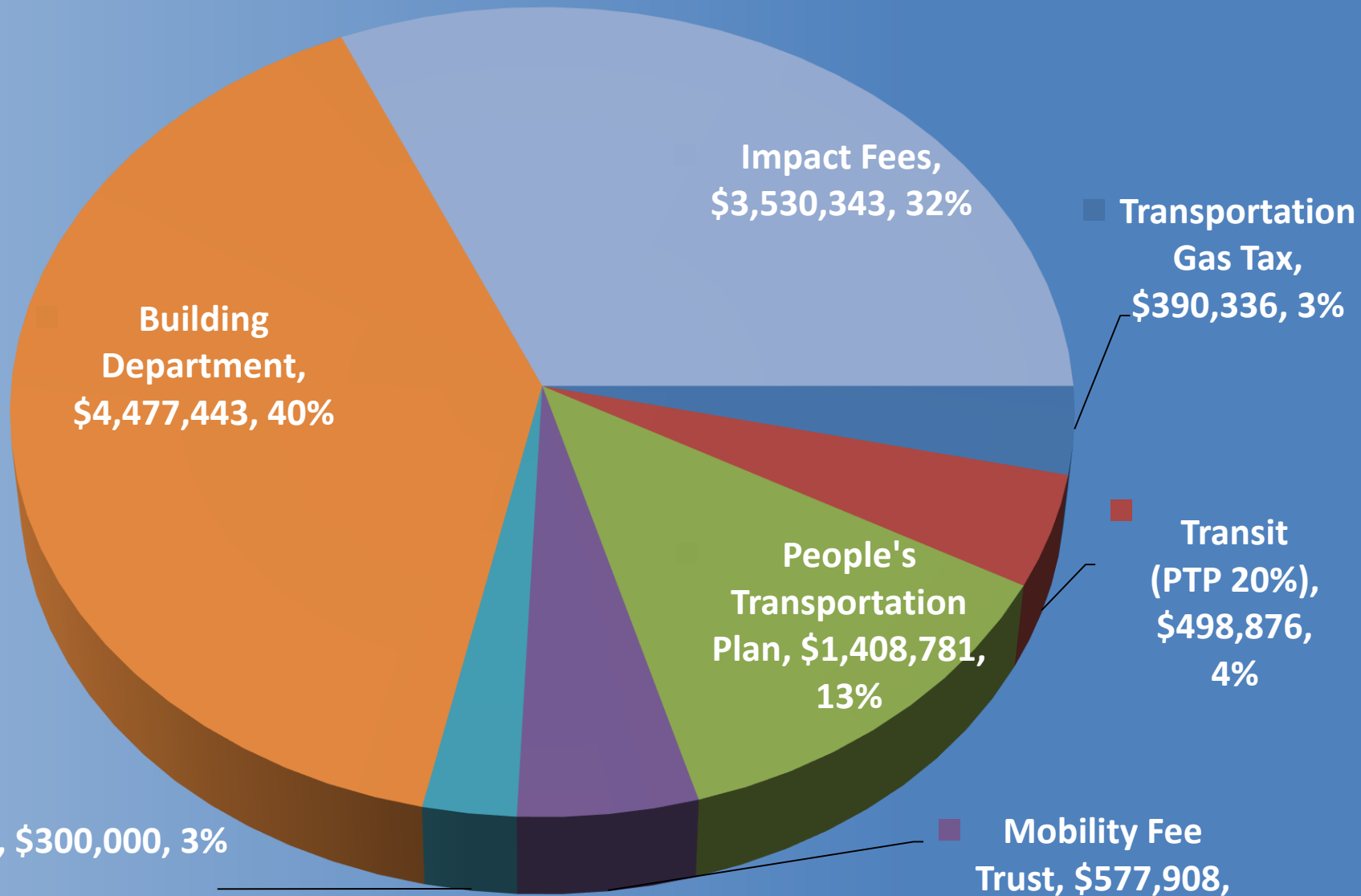


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RESTRICTED REVENUES SPECIAL REVENUE FUNDS

SPECIAL REVENUES FUNDS

\$11,183,688



LOCAL OPTION GAS TAX

Revenues:

Local Option Gas Tax	\$373,572
Prior year carry-forward	<u>16,764</u>
Total Revenues	\$390,336

Expenditures:

Sidewalk Replacement	\$170,000
Road Repairs and Maintenance	80,000
Pressure Cleaning	80,000
Roadway ADA Compliance	25,000
Pothole Repairs, Striping and Signs	35,336
Reserves	<u>0</u>
Total Expenditures	\$390,336

TRANSIT (20% OF PTP)

Revenues:

Transportation Sales Tax – 20%	\$240,000
Prior year carry-forward	<u>258,876</u>
Total Revenues	\$498,876

Expenditures:

Bus Circulator	\$219,550
Traffic Studies (Park & Ride)	125,000
Bus Stop Signs and Shelters	35,665
Administrative expenses	65,734
Promotional activities	20,000
Reserves	<u>32,927</u>
Total Expenditures	\$498,876

PEOPLE'S TRANSPORTATION PLAN (80%)

Revenues:

Transportation Sales Tax – 80%	\$975,000
Interest Earnings	4,500
Prior year carry-forward	<u>429,281</u>
Total Revenues	\$1,408,781

Expenditures:

Funding for 59th Ave Extension	\$775,000
Street Lighting Utilities & Repairs	332,000
On Demand Bus Service	79,500
Bike Path Repairs. Striping 89 Ave & Commerce Way	62,268
Administrative expenses	99,984
Transportation Studies	50,000
Reserves	<u>10,029</u>
Total Expenditures	\$1,408,781

MOBILITY FEE TRUST ACCOUNT

Revenues:

Lucida Apts, Chrysler Garage, Loch Ness	\$382,252
Prior year carry-forward	<u>195,656</u>
Total Revenues	\$577,908

Expenditures:

Business Park East Design	\$150,000
Main Street East Design	150,000
Reserves	<u>277,908</u>
Total Expenditures	\$577,908

IMPACT FEES FUND

➤ PARKS IMPACT FEES

- Parks Improvement
- Open Space

➤ PUBLIC SAFETY IMPACT FEES

➤ (In Lieu of) ROAD IMPACT FEES

Impact Fees – Parks Improvement

Revenues:

Senior Village, Town Center, Lucida Apts, Loch Ness Development & Other	\$ 859,170
Prior year carry-forward	<u>155,257</u>
Total Revenues	\$1,014,427

Expenditures:

Funding for MLOP Master Plan	\$ 900,000
Pocket Parks furniture, signage, benches, etc	65,000
MLOP Art in Public Places	30,000
Reserves	<u>19,427</u>
Total Expenditures	\$1,014,427

Impact Fees – Open Space

Revenues:

Senior Village, Town Center, Lucida Apts, and Loch Ness Development & Other	\$ 820,031
Prior year carry-forward	<u>802,478</u>
Total Revenues	\$1,622,509

Expenditures:

Study for redevelopment of SW parcel of Royal Oaks Parks for passive use	\$ 30,000
Reserves	<u>1,592,509</u>
Total Expenditures	\$1,622,509

Public Safety Impact Fees

Revenues:

Senior Village, Town Center, Lucida Apts, Loch Ness Development & Other	\$470,054
Prior year carry-forward	<u>15,284</u>
Total Revenues	\$485,338

Expenditures:

Add'l funding for Emergency Generator	\$ 30,865
Reserves	<u>454,473</u>
Total Expenditures	\$485,338

PROJECTS

(In lieu of) Road Impact Fees

Contribution from Town Center
Developments for :

- 67th Avenue Widening Project - \$489,935
- Adaptive Signalization - \$152,000

Building Department Fund

Revenues:

• Base Building Permits	\$1,000,000
• One time revenues from	
- Town Center	863,000
- Lennar	338,000
- Senior Village Apartments	245,000
- Lucida	118,000
• Technology Fees	260,000
• Lost Plans, Violation Fees & Interest	87,700
• Prior year carry-forward	<u>1,565,743</u>
Total Revenues	\$4,477,443

Building Department Fund

Expenditures:

Operating Expenses	\$1,933,108
Reserves	<u>2,544,335</u>
Total Expenditures	\$4,477,443

Stormwater Utility Highlights

NET REVENUES FROM FEES: \$1,067,500

EXPENSES:

- Transfer to Capital Projects Fund for Lake Sarah
Drainage Improvements - \$150,000
- Canal Maintenance - \$256,000
- Roadway & Drainage Cleaning - \$198,000
- QNIP and FEMA Debt Service - \$84,000

Stormwater Utility Highlights

EXPENSES:

- Asset Management Software - \$60,000
- Lake Quality Assessment - \$50,000
- Master Plan Update - \$30,000
- Contingency Reserves - \$21,000

Facility Maintenance Fund

Objective:

- To better track expenses for Government Center and reflect only a single allocation transfer from each function:

Building (13%)	- \$ 40,852
Police (27%)	- \$ 84,847
All Other Departments (60%)	- <u>\$188,550</u>
Total Transfer	- \$314,249

- Transfer the full cost to the Fund

Salary and benefits	- \$79,399
Utilities	- \$78,540
Repairs and Maintenance	- <u>\$156,310</u>
Total Cost	- \$314,249

Debt Service

1. **Special Obligation Bond, Series 2010**
- for construction of Government Center
2. **County-issued Quality Neighborhood Improvement (QNIP) Bond**
- for conveyance of pocket parks to the Town
3. **County-issued Stormwater Utility Revenue Bond, Series 2013**
- for stormwater drainage projects
4. **FEMA-funded Stormwater Drainage Project**
- for secondary canal dredging

Debt Service

Special Obligation Bond, Series 2010

FY2018 Expense

Interest payable	\$548,499
Less federal subsidy	<u>(\$178,728)</u>
TML portion of interest payable	\$369,771
Financial institution fees/report filing fees -	\$1,550

Quality Neighborhood Improvement Program (QNIP)

FUND	DESCRIPTION	FY2018 Payment
General	Conveyance of pocket parks Principal and interest	\$153,423
Stormwater	Stormwater Drainage Projects	\$68,452
Stormwater	FEMA – funded Secondary Canal Dredging Project along 57 th Avenue	\$15,390
	TOTAL	\$237,265

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CAPITAL PROJECTS

CAPITAL PROJECTS FUNDING SOURCES

FY2018 CAPITAL PROJECTS	\$7,832,721
RESERVES	<u>98,919</u>
TOTAL CAPITAL PROJECTS	\$7,931,640

FUNDING SOURCES:

GRANTS	\$2,873,000
INTERGOVERNMENTAL REVENUE	1,609,212
IMPACT FEES	1,455,000
STORMWATER UTILITY FEES	781,359
MOBILITY FEES	630,000
IN LIEU OF ROAD IMPACT FEES	408,069
CONTRIBUTION FROM DEVELOPER	150,000
INTEREST INCOME	<u>25,000</u>
TOTAL	\$7,931,640

<div> <div>PARKS & FACILITES</div> <div>CAPITAL IMPROVEMENTS</div> </div>	<div> <div>FY18</div> <div>BUDGET</div> </div>
MLOP Master Plan	\$1,000,000
MLOP Storage Facility Roof & A/C Unit	\$80,000
MCCC Impact Resistant Windows and Doors	\$75,000
Pocket Parks Furniture	\$65,000
Par 3 Park Design	\$150,000
MLOP Art in Public Places	\$30,000
Study to redevelop SW vacant parcel at ROP	\$30,000
Portable Emergency Generator	\$175,000
<div>Sub-Total</div>	<div>\$1,605,000</div>

TRANSPORTATION & STORMWATER CAPITAL IMPROVEMENTS		FY18 BUDGET
Lake Sarah Drainage		\$1,698,400
Canal Bank Stabilization*		\$868,000
59 Avenue Extension, Storage/Boat Yard		\$775,000
Business Park East (NW 60 Ave) Improvement*		\$650,000
Main Street East (NW 151/153 Streets)*		\$650,000
Safe Routes to School*		\$580,000
Palmetto & 67 Avenue Widening*		\$408,069
Miami Lakeway S Resurface		\$193,252
Underpass Bridge at 146 Street & Palmetto		\$165,000
Underpass Bridge at 160 Street & Palmetto		\$165,000
Speed Humps. Bike Path Striping (89 Ave)		\$75,000
* OPM	Sub-Total	\$6,227,721

RECAP: CAPITAL PROJECTS FUNDED THRU PAY-AS-YOU GO PROGRAM

- Park East Youth Center \$1,568,935
- Miami Lakes Optimist Park: \$2,426,173
 - W&S Connection - \$575,003
 - Marina - \$263,717
 - Clubhouse - \$1,587,453
- Pocket Park Improvements: \$1,598,467
 - Mini Parks - \$914,033
 - Rehab Tot-Lots - \$413,722
 - Sevilla Estates - \$270,712

RECAP: CAPITAL PROJECTS FUNDED THRU PAY-AS-YOU GO PROGRAM

• Royal Oaks & Community Center	\$7,267,271
• Park West	\$1,822,210
• Greenways and Trails	\$ 821,585
• Entrance Features	<u>\$ 255,084</u>
GRAND TOTAL	\$15,759,725

OPTIMIST PARK FUNDING PLAN

REVENUE

• Parks Improvement Impact Fees	-	\$1,500,000
• Short Term Loan	-	\$1,000,000
• General Fund Transfer	-	\$ 600,000
• Capitalization of Electrical Savings		
Est. at \$60,000/year for 10 years	-	\$ 600,000
• Cell Phone Tower Revenues –		
Est. at \$30,000/year for 10 years	-	<u>\$ 300,000</u>
TOTAL REVENUES		\$4,000,000

OPTIMIST PARK FUNDING PLAN

EXPENSE

• Replace lighting system	-	\$1,500,000
• Airnasium	-	500,000
• Tennis & basketball court remodel	-	500,000
• Concession & bathroom facility	-	400,000
• Field and fencing reconfiguration	-	300,000
• Walking trail around path	-	300,000
• Additional parking spaces	-	200,000
• Contingency	-	<u>300,000</u>
TOTAL EXPENSES		\$4,000,000

Next Steps

- 1st Budget Hearing

Tuesday, September 5th - 5:01 P.M.

- 2nd Budget Hearing

Wednesday, September 20th - 6:00 P.M.

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Thank you!