

TOWN OF MIAMI LAKES, FLORIDA

AGENDA
Budget Hearing
September 20, 2016
6601 Main Street, Miami Lakes, FL 33014
Government Center
6:00 PM

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. MOMENT OF SILENCE**
- 4. ROLL CALL**
- 5. 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.

- 6. ORDINANCES FOR SECOND READING**
 - A. AN ORDINANCE OF THE TOWN OF MIAMI LAKES, FLORIDA, ADOPTING THE MILLAGE RATE OF THE TOWN FOR THE FISCAL YEAR COMMENCING OCTOBER 1, 2016 THROUGH SEPTEMBER 30, 2017, PURSUANT TO SECTION 200.065, FLORIDA STATUTES; PROVIDING FOR DIRECTIONS TO TAX COLLECTOR; PROVIDING FOR NOTICE; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. (Rey)**
 - B. AN ORDINANCE OF THE TOWN OF MIAMI LAKES, FLORIDA, APPROVING AND ADOPTING THE BUDGET FOR THE TOWN OF MIAMI LAKES FOR FISCAL YEAR 2016-17; PROVIDING FOR EXPENDITURE OF FUNDS; PROVIDING FOR AMENDMENTS; PROVIDING FOR CARRYOVER OF FUNDS; PROVIDING FOR THE INCORPORATION OF THE ADOPTED CAPITAL BUDGET AS THE CAPITAL IMPROVEMENT ELEMENT OF THE COMPREHENSIVE PLAN; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.(Rey)**
- 7. 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, FL 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 four 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 Council

From: Alex Rey, Town Manager

Subject: Adoption of Millage Rate for Fiscal Year 2016-17

Date: September 20, 2016

Recommendation:

It is recommended that Town Council adopt the millage rate for Fiscal Year 2016-17 at 2.3518 mills, which is \$2.3518 per \$1,000 of assessed property value. This is the same millage rate as adopted for the prior year and one of the lowest in Miami-Dade County. The proposed millage rate is expected to yield \$6,278,000 in ad valorem revenue at 95% of value based on the July 1, 2016 estimated Property Tax Roll, as provided by Miami-Dade County Property Appraiser.

Attachments:

[FY 2016-17 Budget Message](#)

[Ordinance](#)

[Budget Memorandum for Second Reading](#)



Town of Miami Lakes Memorandum

To: Honorable Mayor and Council

From: Alex Rey, Town Manager

Subject: Adoption of Budget for Fiscal Year 2016-17

Date: September 20, 2016

Recommendation:

It is recommended the Town Council adopt the Fiscal Year 2016-17 Budget as amended on second reading and presented in Exhibit A to the Ordinance.

Background:

The Town Manager's FY 2016-17 Budget Message presented at the first Budget Hearing is attached for reference.

CHANGES FROM FIRST READING

There are three modifications made to the Proposed Fiscal Year 2016-17 Budget after the first Budget Hearing held on September 6, 2016. These modifications include 1) restoring the Committees Budget to their full request, 2) reducing the Town's landscape maintenance mowing cycles from 35 to 32 cycles per year in pocket parks and landscaped areas, and 3) obtaining authorization from the Dunnwoody Lake developer to utilize the contribution for education funds for educational and youth related projects. In addition, based on contracts awarded at the Council Meeting on September 6, 2016, the Proposed Budget on second reading includes a reduction to the property, casualty and liability insurance appropriation, as well as allocates funds for the direct purchase of the LED Street Light Program.

Due to the fact that the LED Street Light expense is budgeted in the Special Revenue Fund - Peoples Transportation Plan (PTP 80%), the need for a transfer to the Capital Projects Fund in the amount of \$365,600 is eliminated, and partially off-set by the transfer of \$4,400 to the General Fund, and thereby reduces the total FY 2016-17 Budget from \$35,958,572 to \$35,597,972. The changes are described below and summarized in Attachment 1 to this memorandum.

- 1) Restore Committees' Budgets – (\$18,600)**

Staff was directed to restore the Committees budgets to their full request for FY 2016-17. These include the Economic Development Committee (\$7,000), Youth Activities Task Force (\$3,900) and Cultural Affairs Committee (\$7,700).

2) Reduce Mowing Cycles - \$9,526

Presently, the Town's grounds maintenance contracts for neighborhood pocket parks, beach parks, Park East and Park West that are set to be expire and rebid in 2017 provide for 35 landscape mowing cycles. Staff was directed to reduce the mowing cycles from 35 to 32 cycles for a savings of approximately \$3,175 per cycle.

3) Authorization to utilize Contribution for Education funds - \$4,400

Per the Dunnwoody Lake development agreement, the developer's contribution for educational purposes in the amount of \$300,000 was intended to be spent for educational purposes for improvements to impacted schools in the Town. Council directed staff to obtain the current and previous owner's authorization to utilize the contribution for education funds for town-wide educational purposes and youth related educational programs. The Town Attorney is currently pursuing the developer's consent. Staff is in communication with the Owners and we are hoping to have an update prior to the second Budget Hearing.

This Proposed Budget for Second Reading allocates \$4,400 of the funds to the Educational Advisory Board for such purposes. Additionally, as directed at the Zero Based Budget Workshop, \$25,000 was previously allocated from the developer's contribution for education to the Educational Advisory Board; these amounts represent approximately 50% of the Education Advisory Board budget. The balance from the Contribution for Education funds in the amount of \$270,600 remains in contingency in the Special Revenue Fund for future allocation.

4) Insurance Adjustment - \$4,674

The Property, Casualty and Liability Insurance contract was awarded at the September 6, 2016 Council Meeting. As a result, this Budget adjusts the proposed allocation for insurance from \$242,950 to the newly awarded contractual obligation for FY 2016-17 in the amount of \$238,276. This amount is apportioned between the General Fund (\$215,326) and the Special Revenue Fund – Transit (PTP 20%) (\$22,950).

5) LED Street Light Program - \$365,000

At the September 6, 2016 Regular Council meeting, staff was directed to fund the conversion of approximately 915 Town-owned High Pressure Sodium (HPS) cobra head street lights to Light Emitting Diode (LED) lights with Peoples' Transportation Plan (PTP 80%) funds in lieu of pursuing a financing agreement. The LED retrofit project is expected to reduce energy cost by approximately 65% or \$26,000, maintenance cost by at least 45% or approximately \$45,000 per year on the Town owned streetlights, and staff monitoring cost of \$2,000 per year, for a total savings of \$73,000 per year.

Fully funding the LED Street Light Program from PTP 80% reduces the transfer to the Capital Projects Fund for transportation improvements, which ultimately reduces the funding for NW 59th Avenue Extension, Public Works Storage Yard and Boat Yard to \$191,334. This results in a decrease to the Capital Projects Fund from \$5,174,503 to \$4,809,503.

Items 1 through 4 result in a net increase of \$4,400 to the FY 2016-17 General Fund Operating Budget to \$15,861,001, due to the transfer-in from the Special Revenue Fund.

ALTERNATIVES TO BUDGET CHANGES

An alternative approach to the above changes that impact the General Fund that would not reduce the level of service delivered to the community and maintain the aesthetics of the Town of Miami Lakes is presented below:

- a) Preserve the Cultural Affairs Committee (-\$7,700) and Youth Activity Task Force (-\$3,900) budgets as initially proposed. In our discussions with the Committees, we believe that they have implemented their desired enhancements within the existing resources;
- b) Restore mowing cycles back to 35 cycles per year (\$9,526);
- c) Reverse the total allocation to the Education Advisory Board from the developer's contribution for education (\$29,400); and,
- d) Reduce travel, education and training budget (see chart below) from \$38,300 across Mayor, Council and all General Fund Staff to \$10,974. This action would eliminate the majority of the planned travel and training for FY 2016-17. Travel would be reserved only to pursue funding for specific legislation directly affecting the Town. (\$27,326).

Account/Description	Mayor and Council	Administration (All GF Staff)	Total
Travel & Per Diem	\$10,500	\$10,000	\$20,500
Education & Training	\$7,800	\$10,000	\$17,800
Total	\$18,300	\$20,000	\$ 38,300

OTHER BUDGET DISCUSSION ITEMS

At the first Budget Hearing, staff was also directed to calculate the millage rate at which homesteaded property owners protected by the CPI cap would have no tax increase, as well as provide a salary survey of positions and compensation in the industry as benchmarked against the Town’s. Below is a summary response:

Millage Rate for Homesteaded Properties

The taxable assessed property value represents the total assessed value adjusted for growth caps on homesteads (Save our Homes) less allowable and qualified exemptions such as two (2) \$25,000 Homestead exemptions, additional Senior Homestead exemption and the Disability exemption. Pursuant to Section 193.155(1), F.S., property tax valuation shall not exceed the lower of three percent of the assessed value of the property for the prior year, or the percentage change in the Consumer Price Index (CPI) for all urban consumers. The 2016 CPI rate is 0.7%.

Based on the assessed value percentage increase of 0.7% allowable by law, the millage rate that would ensure homesteaded property owners do not experience a tax increase is 2.3353 mills, or .0165 mills less than the proposed millage rate of 2.3518. The impact to the budget would be a reduction in Ad Valorem revenue of approximately \$44,000 per year.

Salary Survey

The 2016 salary survey (attached) benchmarks against 10 Miami-Dade County municipalities of comparable population to Miami Lakes including: Palmetto Bay, Doral, North Miami Beach, Homestead, Aventura, Pinecrest, Hialeah Gardens, Coral Gables, Cutler Bay and Sunny Isles Beach. The population of these municipalities ranges from 18,223 in Pinecrest to 50,000 in Doral. Miami Lakes currently has approximately 30,000 residents.

The survey shows that in the vast majority of positions, Town of Miami Lakes employees are below the average. The cost of bringing all positions to average compensation is approximately **\$360,000 per year** plus the corresponding increase in benefits. This represents an under-compensation of roughly 13% across the board. In addition, we have identified several Miami Lakes employees who serve multiple roles where comparable municipalities staff multiple people to do these jobs.

Attachments:

FY 2016-17 Budget Message

Attachment 1 - Budget Hearing Changes Summary

Attachment 2 - Salary Survey

Ordinance

Exhibit A- FY 2016-17 Proposed Budget Line Item Detail



TOWN OF MIAMI LAKES

MEMORANDUM

To: Honorable Mayor and Town Council

From: Alex Rey, Town Manager

Subject: FY 2016-17 Budget Message

Date: September 6, 2016

Recommendation

It is recommended that Town Council adopt the millage rate for Fiscal Year 2016-17 at 2.3518 mills, which is \$2.3518 per \$1,000 of assessed property value. This is the same millage rate as adopted for the prior year and one of the lowest millage rates in Miami-Dade County. The proposed millage rate is expected to yield \$6,278,000 in ad valorem revenue at 95% of value based on the July 1, 2016 estimated Property Tax Roll, as provided by Miami-Dade County Property Appraiser.

It is also recommended that Town Council adopt the Fiscal Year 2016-17 Budget as proposed on first reading.

Background

Over the last two years, that Town has invested in new community facilities, stormwater infrastructure improvements, police resources to reduce traffic at troubled spots, beautification projects, enhanced communication and transparency, and improved response times to requests for service through new technologies and process improvement.

In November 2015 the Town adopted the 2025 Strategic Plan that outlines six goal areas: enhanced mobility, beautification, economic development, sustainability, communication and innovation/use of technology. Each goal area is supported by a handful of objectives as adopted by the Town Council. Staff has identified approximately 140 initiatives and are developing supporting work plans to accomplish the goals and objectives provided for in the 2025 Strategic Plan. Strategic Plan implementation updates will be provided throughout the year; however, the Proposed Budget includes funding for many of these initiatives including transportation projects, beautification projects and lake quality assessment amongst others.

At the first budget workshop on July 11, 2016, staff presented over \$1.8 million of unfunded projects based on prior Council directives, operational needs and the 2025 Strategic Plan. The Town Council ranked the priority of the unfunded projects as follows:

ITEM/PROJECT	TOWN COST FY 2016-17	RANK
2 Police Officers	\$292,670	1
West Lakes Neighborhood Reforestation Program	\$100,000	2
Removal and Replacement of Black Olive Trees	\$85,000	3
Beautification: NW 67th Avenue and 138th Street	\$200,000	4
Senior and Adult Programming	\$10,000	5
Litigation Reserves	\$500,000	6
Beautification: 154th Street corridor	\$200,000	6
Beautification: NW 87th Avenue and 170th Street	\$25,000	8
Beautification: NW 67th Avenue and Palmetto	\$100,000	9
Annual Trimming of Palm Trees	\$37,000	10
Beautification: NW 87th Avenue and 138th Street	\$100,000	11
Youth Programming	\$35,000	12
Update Tree Inventory	\$25,000	12
Removal of Invasive and Hazardous Trees	\$10,000	12
Irrigation and Sod Replacement at Major Corridors	\$30,000	15
Model Town: Procure Open Data System	\$12,000	16
On Demand Sunday Service	\$12,000	17
Program for high school students	\$17,500	18
Hurricane Preparedness	\$5,000	19
Communication: Create a Citizen's Academy	\$17,500	20
Backpack Drive	\$5,000	21
Health & Vitality (ED): Develop Healthy TML Master Plan	\$50,000	22
TOTAL	\$1,868,670	

A two day publicly noticed Zero Based Budget Workshop was held at Government Center on Saturday, August 20, 2016 and Sunday, August 21, 2016. Department Directors presented an overview of the services and functions provided by their respective departments and each employee's role within their department. Each budget line item was provided for review and discussion.

In order to accommodate the highest priorities, and following discussions held during the zero based budget discussion, we are recommending the following changes to the Proposed Budget:

- West Lakes Neighborhood Reforestation Program will be funded by using the police impact fee to fund the generator at Town Hall, thus freeing up previously allocated general fund monies (\$100,000) which are being transferred into the Capital Budget for this purpose.
- Black Olive Removal Program is being funded at \$11,416 from the General Fund and \$17,391 in carry-over funds and new revenues in that sub-fund.
- Police Services – Two Police Officers are being requested to meet the anticipated increase in demand for services based on the Town’s expected population growth due to new development on the west side of Town. The additional officers would increase staffing from 45 to 47 sworn personnel. The Town has also applied for a COPS grant in the amount of \$250,000 to help fund these services over the next three years.
- As a result of this workshop, several expenditures were discussed and are being recommended for reduction: US Conference of Mayors membership (\$3,500), Miami Dade County League of Cities membership (\$3,100), the Miami Dade County League of Cities Gala (\$2,000) and the Miami Lakes Chamber of Commerce Business Expo (\$7,000); and, in addition, \$25,000 from the Special Revenue Fund Developer Contribution for Education (Dunwoody Lakes Lennar Development) was transferred in to the General Fund to offset the Education Advisory Board’s budget. These funds are restricted to benefit the schools impacted by the development which include Barbara Goleman and Bob Graham Elementary. The reduction in expenditures and funds made available through the transfer of Special Revenue funds afforded the Town two additional police officers effective August, 2017. **(partially funded at \$40,600 effective August 1, 2017)**
- Senior and adult programming will added as a “Pay for Play” at no additional cost to the Town
- Additionally, upon careful review of all of our staffing needs, I am recommending the addition of a Senior Planner to concentrate on transportation and transit-related projects. This position will be funded using restricted Transportation and Transit funding.

I. FY 2016-2017 PROPOSED BUDGET

The total Proposed Budget for Fiscal Year 2016-17 including all funds is \$32,293,589, as shown in the table below. This represents a decrease of \$6,037,297 or 15.75% as compared to the FY 2015-16 Amended Budget; the details of the difference are discussed later in this memorandum. This chart excludes the unbudgeted General Fund balance of approximately \$3.7 million.

BUDGET SUMMARY								
Town of Miami Lakes - FY2016-17								
Millage per \$1,000								
General Fund Millage: 2.3518								
<i>The General Fund Millage is 5.97 percent higher than the State defined Rolled Back Rate</i>								
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 = 2.3518	6,278,000	-	-	-	-	-	-	6,278,000
Franchise Fees	1,200,000	-	-	-	-	-	-	1,200,000
Charges for Services	-	-	-	-	-	1,050,000	-	1,050,000
Utility Service Tax	2,950,000	-	370,000	-	-	-	-	3,320,000
Intergovernmental Revenue	4,498,151	1,580,500	-	178,920	1,182,580	-	-	7,440,151
Licenses and Permits	418,750	2,576,000	-	-	-	-	-	2,994,750
Fines & Forfeitures	173,500	45,000	-	-	-	-	-	218,500
Miscellaneous Revenue	201,784	130,000	-	-	-	32,000	-	363,784
TOTAL SOURCES	15,720,185	4,331,500	370,000	178,920	1,182,580	1,082,000	-	22,865,185
Transfers In	136,416	11,416	-	369,579	2,180,243	-	278,469	2,976,123
Fund Balances/Reserves/Net Assets	-	4,032,844	61,692	-	1,811,680	546,065	-	6,452,281
TOTAL REVENUES, TRANSFERS & BALANCE	15,856,601	8,375,760	431,692	548,499	5,174,503	1,628,065	278,469	32,293,589
ESTIMATED EXPENDITURES								-
General Government	2,788,675	-	3,550	-	174,765	-	278,469	3,245,459
Transportation	1,181,071	1,405,911	-	-	2,240,244	-	-	4,827,225
Public Safety	7,637,683	-	-	-	-	-	-	7,637,683
Parks, Recreation & Culture	3,199,401	28,807	-	-	650,000	-	-	3,878,208
Physical Environment	-	-	-	-	1,869,490	870,446	-	2,739,936
Building, Zoning, Planning & Dev.	532,665	1,352,298	-	-	-	-	-	1,884,964
Debt Services	153,423	-	-	548,499	-	83,000	-	784,922
TOTAL EXPENDITURES	15,492,917	2,787,016	3,550	548,499	4,934,499	953,446	278,469	24,998,396
Transfers Out	353,684	1,672,477	369,579	-	111,416	468,967	-	2,976,123
Fund Balances/Reserves/Net Assets	10,000	3,916,267	58,563	-	128,588	205,652	-	4,319,070
TOTAL APPROPRIATED EXPENDITURES, TRANSFERS, RESERVES AND BALANCES	15,856,601	8,375,760	431,692	548,499	5,174,503	1,628,065	278,469	32,293,589

THE TENTATIVE, ADOPTED, AND/OR FINAL BUDGETS ARE ON FILE IN THE OFFICE OF THE TOWN CLERK, 6601 MAIN STREET, MIAMI LAKES, FLORIDA 33014 AS A PUBLIC RECORD.

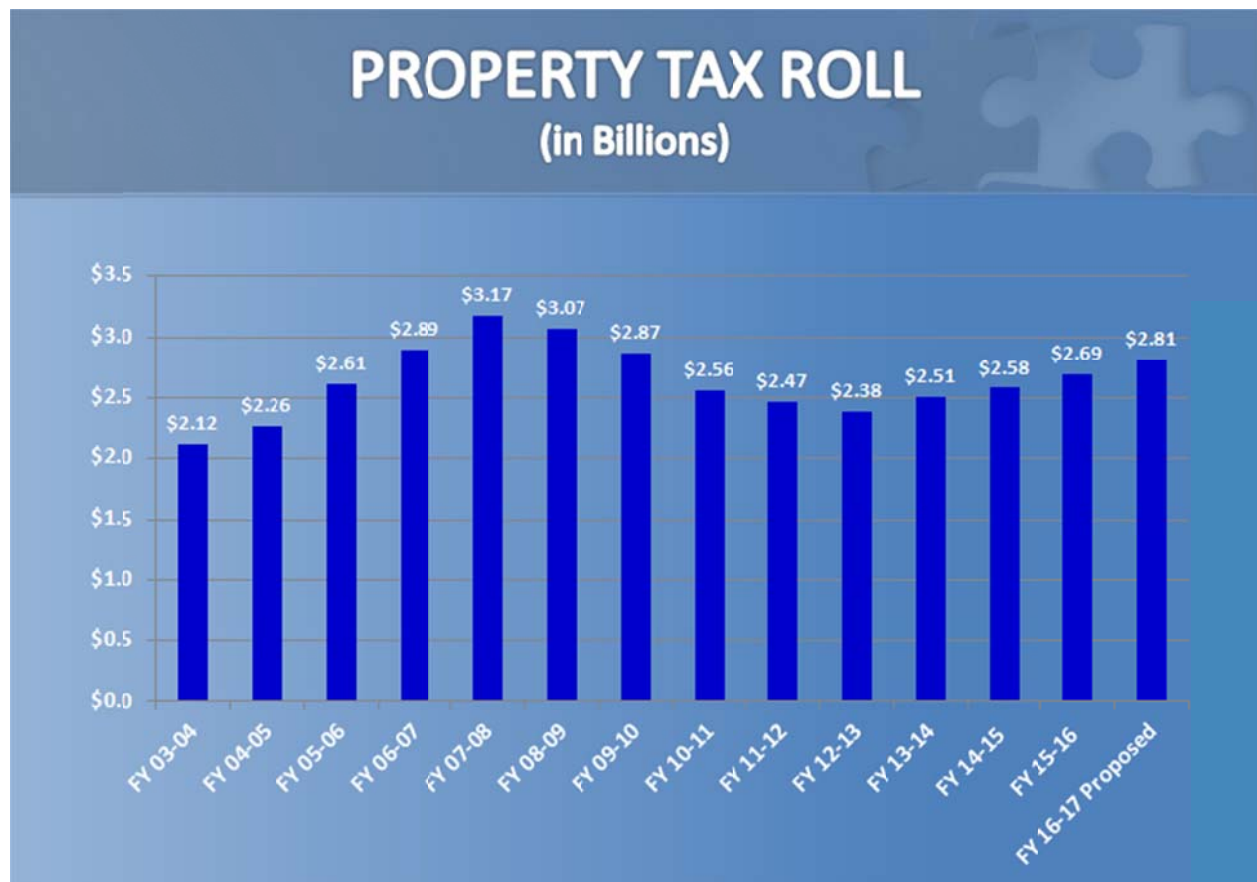
The Budget proved at the onset to be challenging due to increases in contractual services for police, general elections, and grounds, rights-of-way and facility maintenance, and group health insurance cost offset by minimal increases in revenues. This eliminated much of the flexibility we were hoping to have, and as a result, there are several items that remain unfunded that will be discussed later in this memorandum. Albeit, the budget provides for the continuation of core services that the residents and businesses have come to expect and deserve; enhancement to some services levels including additional overtime for Police Officers to mitigate traffic issues in the Town; and the implementation of the 2025 Strategic Plan.

II. TAX ROLL, MILLAGE RATE, AND AD VALOREM REVENUE

PROPERTY TAX ROLL

The tax roll for the Town of Miami Lakes as certified by the Miami-Dade County Property Appraiser on July 1, 2016 reflects a gross taxable value of \$2,809,602,232, which includes an increase of \$18,421,999 in new construction and improvements. As compared to the certified taxable value for the previous year of \$2,691,096,427, the July 1, 2016 figures reflect an increase in taxable value of \$118.5 million or 4.4%. While the increase in roll value is modest, it shows that over the last five years the Town has been able to hold its value. It is therefore important that we continue to invest in the Town's infrastructure and beautification to make Miami Lakes a desirable place to be.

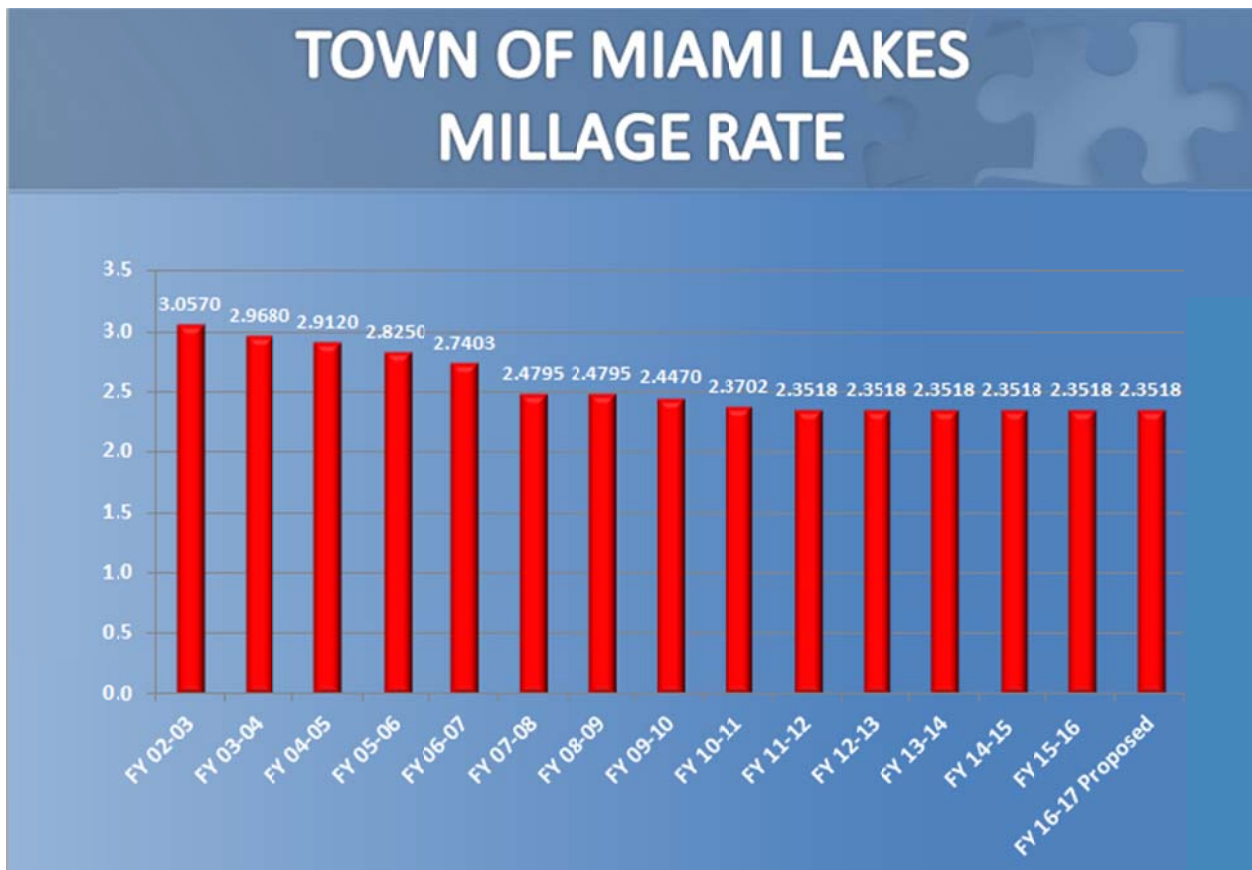
As seen in the graph below, Property Tax Roll value has been steadily on the rise since FY 2012-13, thus reflecting signs of continuous economic recovery and growth.



MILLAGE RATE

At the July 26, 2016 Town Council Meeting, the Council established the proposed millage rate “cap” at 2.3518 mills, which is \$2.3518 per \$1,000 of assessed property value, via Resolution #16-1395. This is same rate as the prior fiscal year and is the fifth lowest millage rate in Miami-Dade County as compared to other 2016 municipal rates. The Town has steadily reduced its millage since its first year of incorporation and has maintained the same low rate since 2012 for six consecutive years in spite of declining tax roll values for several years. The reduction in millage rate from 3.057 to 2.3518 represents an overall reduction of 0.7052 mills or 23%.

The chart below depicts the Millage Rate since the Town’s incorporation.



Rolled-Back Rate

The rolled-back rate for FY 2016-17 is 2.2194. This rate, calculated as required by the State Department of Revenue, will provide the same ad valorem tax revenue as levied during the prior year exclusive of new construction and improvements. The proposed millage rate of 2.3518 is 5.97% higher than the current year aggregate rolled-back rate. The State-required

methodology for calculating the rolled-back rate uses the roll value after Value Adjustment Board action. For the Town, the final gross taxable value is \$2,634,079,123, which is \$57 million less than the preliminary July 1 base roll figure of \$2,691,096,427. The rolled-back rate would yield \$354,150 less in ad valorem revenue as compared to the proposed rate of 2.3518.

It is worth noting that the calculation of the rolled-back rate does not take into account the current rate of change to the Consumer Price Index (CPI) for all goods which is 1.30% from FY 2015 to FY 2016. Additionally, the calculation does not take into account the normal increase in operating costs driven by the CPI.

AD VALOREM REVENUE

The FY 2016-17 Proposed Budget was developed using the proposed millage rate of 2.3518. This millage rate generates property tax revenue or ad valorem (calculated at 95% for budget purposes) in the amount of \$6,278,000 to the General Fund. The impact is approximately a \$265,000 increase in ad valorem revenue for FY 2016-17.

III. FY 2016-17 BUDGET HIGHLIGHTS – BY FUND

GENERAL FUND

Within the last three years the economy has improved, but the Town continues to experience the impact of the Town's taxable values, revenue streams and the increasing cost of operations. Revenues have finally begun to show a slight turnaround, particularly in the area of property taxes which is a direct result of the increase in property values. Revenues from the State, utility taxes, permits, fines, and user fees have shown modest increases; offset by increases in contractual services. The General Fund Operating Budget totals \$15,856,601 or 20% less than the prior year's Amended Budget. This is primarily due to the separation of all building permit activity from the General Fund. Building permit-related revenues and expenditures for FY 2016-17 are now accounted for in a Special Revenue Fund, the newly created Building Department Fund. The decrease is also due to a one-time payment in FY 2015-16 from the Dunnwoody Lake developers for reimbursement of the 154 Street Roadway Expansion Project.

A summary of the revenues and expenditures is provided in the chart on the following page, followed by an explanation of the major impacts to revenues and expenditures. The FY 2016-17 Preliminary Change compares FY 2015-16 Projection to FY 2016-17 Proposed Budget.

FY2016-17 Proposed Budget
September 6, 2016

ACCOUNT NAME/DEPARTMENT	FY2013-14 ACTUALS	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 PROJECTION	FY2016-17 PROPOSED BUDGET	FY2016-17 PRELIMINARY CHANGE
Revenues						
Ad Valorem Taxes	\$ 5,525,235	\$ 5,784,851	\$ 6,013,000	\$ 5,938,769	\$ 6,278,000	\$ 339,231
Franchise Fees	1,147,889	1,160,066	1,250,000	1,179,362	1,200,000	20,638
Utility Service Tax	2,880,433	2,856,736	2,780,000	2,918,799	2,950,000	31,201
Intergovernmental Revenues	4,811,885	4,415,277	4,606,101	4,471,318	4,498,151	26,833
Permits & Fees	1,467,849	1,312,020	1,451,200	1,583,357	418,750	(1,164,607)
Fines & Forfeitures	260,566	312,466	203,709	268,002	173,500	(94,502)
Miscellaneous Revenues	167,619	253,029	250,550	231,498	201,784	(29,714)
Sub-total Recurring Revenues	16,261,476	16,094,445	16,554,560	16,591,105	15,720,185	(870,919)
Developer's Reimbursement	-	-	1,828,227	1,828,987	-	(1,828,987)
Transfers In	-	15,161	-	-	136,416	136,416
Prior Year Carry-Over Funds	-	-	1,504,340	1,504,340	-	(1,504,340)
Sub-total Other Revenues	-	15,161	3,332,567	3,333,327	136,416	(3,196,911)
Total Revenues	16,261,476	16,109,606	19,887,127	19,924,432	15,856,601	(4,067,830)
Expenditures						
Town Mayor & Council	354,820	412,723	371,220	334,997	344,126	9,129
Town Clerk	197,819	216,272	252,827	213,600	223,597	9,997
Town Attorney	259,207	639,965	433,000	407,730	235,000	(172,730)
Administration	2,007,743	1,966,093	2,330,295	2,257,529	1,995,953	(261,577)
Police	6,410,777	6,898,462	7,348,813	7,123,682	7,637,683	514,001
Town Neighborhood Services/Planning	791,995	724,685	606,658	625,400	489,761	(135,640)
Building	960,710	1,073,750	1,185,568	1,066,062	117,905	(948,158)
Community & Leisure Services	2,388,991	2,604,733	2,822,814	2,852,375	-	(2,852,375)
Parks & Community Services	-	-	-	-	2,410,568	2,410,568
Community Engagement & Outreach	-	-	-	-	595,684	595,684
Special Events - Committees	142,065	169,219	213,745	213,745	193,150	(20,595)
Public Works	1,063,290	956,670	1,109,299	1,139,133	1,106,071	(33,063)
QNIP	153,423	153,423	153,423	153,423	153,423	-
Non-Departmental	66,447	-	1,334,500	1,206,705	-	(1,206,705)
Sub-total Expenditures	14,797,286	15,815,995	18,162,163	17,594,382	15,502,917	(2,091,465)
Transfers Out	752,364	623,000	1,724,964	1,727,223	353,684	(1,373,540)
Total Expenditures	15,549,650	16,438,995	19,887,127	19,321,605	15,856,601	(3,465,004)
Excess (Deficiency) of Revenues over Expenditures	\$ 711,826	\$ (329,389)	\$ -	\$ 602,826	\$ -	(602,826)

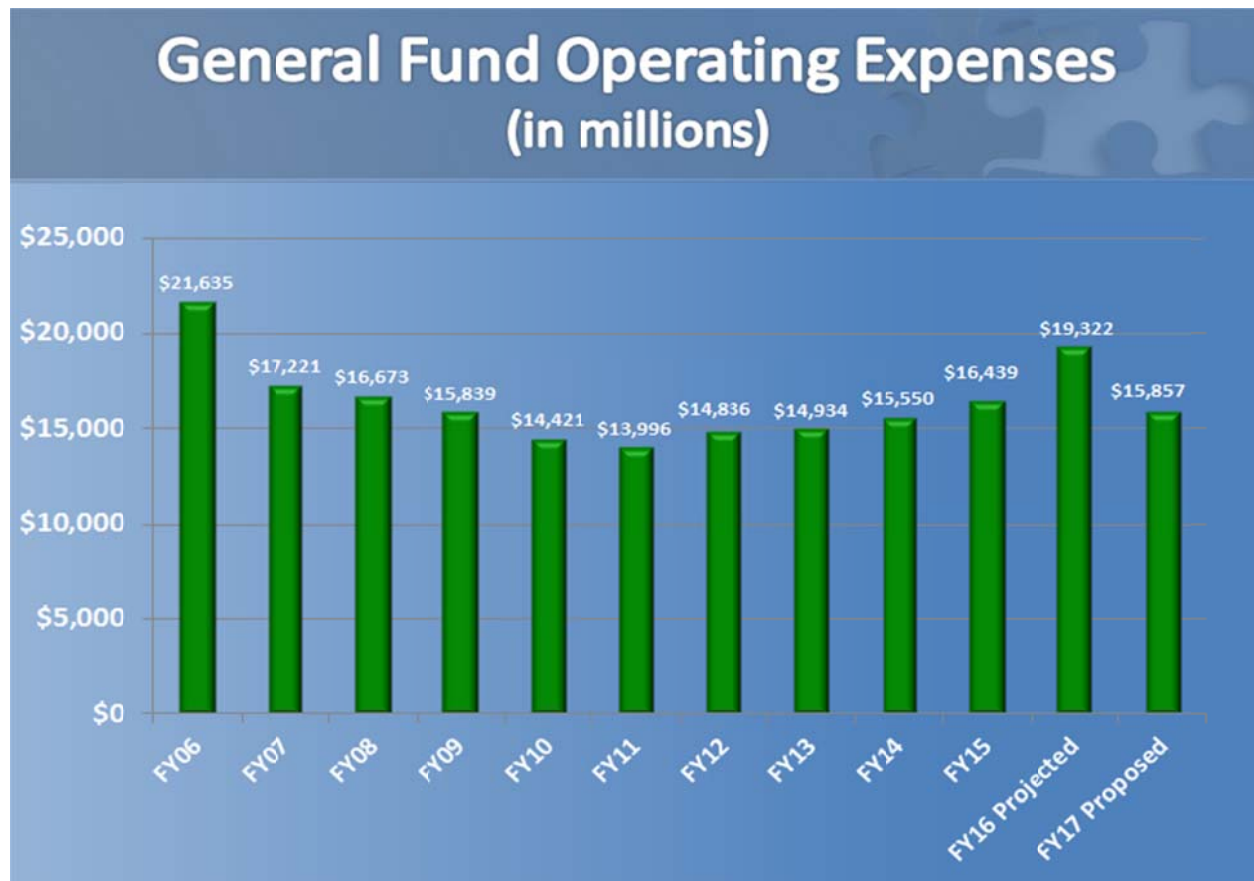
- Property Taxes remain the primary source of funding for all Town services and show an increase of approximately \$339,000 over the prior year projected revenues. Revenues are also derived from franchise fees, utility taxes, State Revenue Sharing, Half-Cent Sales Tax, Communication Services Taxes, business licenses, user fees for services, fines, and interest income which in total, nets to approximately \$79,000 in additional revenues for FY 2016-17.
- Subsequent to the July 11, 2016 Budget Workshop, the State posted estimated Communication Services Tax revenues to Miami Lakes to be approximately \$100,000

less than the Town's Proposed Budget assumes. The reduction is attributed to a refund claim from ATT Mobility for internet access charges; most jurisdictions will be affected by this unanticipated reduction in revenue. The formal, written notification from the State that misallocations have occurred will be sent on or about November 15, 2016. At this point, we are recommending to leave the revenue at the same level as in the FY 2016-17 Proposed Budget.

- The Lien Amnesty Program implemented in 2015 was very successful in achieving compliance for outstanding code cases. The Program ended in the first quarter of FY 2015-16 and as a result, we will no longer see those one time revenues in an amount of approximately \$70,000.
- As previously mentioned, the building permit activity has been transferred out of the General Fund and a new Building Department Fund was created to account for all related revenues and expenditures. As such, the Building Department Fund will reimburse the General Fund \$125,360 for administrative support provided by the General Fund.

EXPENSES/SIGNIFICANT BUDGET CHANGES

As indicated in the chart below, the Town has significantly reduced expenses over the last ten years from a high of \$21,634,500 in 2006 to a projected FY 2016-17 Expense Budget of \$15,856,601. As compared to FY 2015-16 Projected Expenses **excluding** carryover funds for projects (\$600,000), developer's reimbursement of Series 2013 Loan (\$1.7M) and the Building permit activity expenses (\$1.2M), the FY 2016-17 Proposed Expense Budget reflects an increase of approximately \$391,000 or 3%. Significant changes affecting the Proposed Budget are described on the following pages:



- **Merit and Cost of Living Increases** - Salary surveys indicate that we are not staying competitive with our peers and most other municipalities have proposed a merit and cost of living adjustment (COLA) for FY 2016-17. The Proposed Budget includes an across the board 2% COLA effective April 2017 for approximately \$25,000.
- **Staffing** The Proposed General Fund Budget includes thirty-two full-time positions, three part-time positions, eight seasonal positions and seven part-time seasonal positions. This is less eight positions that have been transferred to the Building Fund and one position to the Facility Maintenance Fund. In addition, we have converted two part-time positions (Receptionist in Administration and Leisure Services Specialist in Community Services) to one full-time position, Recreation Assistant. Additionally, the part time Accounting Technician in Finance was converted to full time status to manage the prompt payment of invoices pursuant to the Prompt Payment Act. These conversions essentially only increased the budget by one part-time position.

In keeping with the business model of the Town, we continue to maintain a small professional staff with core competencies in critical service delivery areas. The Town contracts many of the service delivery functions when it is more efficient and provides long-term savings.

- **FRS Contribution** – The Florida Retirement System contribution rate increased slightly from 7.26% to 7.52% for regular employees as of July 1, 2016. The rate increase has no significant impact to the Budget.
- **Group Health Insurance** – Based on prior years’ trend, we have included a 15% increase for group health insurance. The Town has implemented various wellness activities with the goal of reducing health care premium cost and improving morale. (\$94,000)
- **General Election** – Funding for the cost of the general election of the mayoral seat, seats 1, 3, and 5 is estimated at \$15,000 and \$45,000 for run-off election, if needed. (\$60,000)
- **Police Services** – Contractual services for police patrol reflects an increase of 7% as compared to FY 2016 year-end projection. This is as a result of the settlement agreement between the County and the Police Benevolent Association that includes a 4% COLA effective October 2016 (\$176,900), significant increase to the group health insurance (\$96,000), merit increase (\$107,750), and fleet maintenance and operations (\$65,000). In addition, an allocation for overtime and fringe (\$65,110) to mitigate traffic issues within the Town of Miami Lakes. (\$510,760)
- **Grounds Maintenance Contractual Services** – Several rights-of-way and landscape maintenance contracts are expiring and will be rebid in FY 2017. It is expected that contract pricing for these services will increase due to market changes driven by increased labor and material costs, and construction demand. (\$73,550)
- **Committees** - The total Committees’ Budgets for FY 2016-17 have been set at \$193,150, \$7,000 less than the last two year’s adopted budgets. Justification for the Committees’ budgets was presented at the 1st Budget Workshop on July 11, 2016. The Cultural Affairs Committee and the Youth Activities Task Force requested an increase of \$7,700 and \$3,900, respectively; these amounts are not funded at this time.
- **Transfers** - The FY 2016-17 Proposed General Fund Budget includes interfund transfers for the following: West Lake Neighborhood Reforestation Program (\$100,000), Black Olive Tree Removal Program (\$11,416) and the General’s Fund’s portion of Government Center facility maintenance (\$242,268). (\$353,684)
- **Fund Balance** In accordance with the Town’s audited financials as reported in the FY 2014-15 Comprehensive Annual Financial Report (CAFR), the General Fund Balance at the beginning of FY 2015-16 was \$4,566,497. During the year, Council approved transfers from the Fund Balance totaling \$1,504,340: FEMA reimbursement (\$747,000), Legal Fees (\$250,000), Special Election Mail Ballot (\$75,000), Public Officials Insurance

increase (\$50,000), Litigation Reserves (\$300,000) and other project related expenses (\$82,340). This reduced the fund balance to \$3,062,157.

At the end of FY 2015-16, our operations are estimated to result in a surplus of approximately \$602,826, thus increasing the Fund Balance to \$3,664,983. Of this amount, \$2,378,490 or 15% of the General Fund Operating Budget is required to remain as a Reserve which leaves the Town with an undesignated or unrestricted reserve of \$1,286,493. As discussed at the Zero Based Budget Workshop, staff will try to complete routine maintenance and improvements at Mary Collins Community Center and the Miami Lakes Optimist Park (MLOP) Marina and storage facilities using the current year's surplus. A final carryforward budget amendment will be presented to Council this winter for approval.

SPECIAL REVENUE FUNDS

BUILDING DEPARTMENT FUND - The FY 2016-17 newly created Building Fund Proposed Budget is \$2,645,508. This budget reflects an increase in revenues, staffing and contractual services to support new residential construction and development that began in FY 2016 and is expected to continue through to FY 2018. The FY 2016-17 annual operating cost of the Building Department is \$1,388,499, and \$1,257,009 remains in contingency.

IMPACT FEES FUND – This fund includes both parks and public safety impact fees used to fund the cost of additional capital resources required to maintain and accommodate projected population growth due to new development. Revenues from the development of the Dunnwoody Lake property and Downtown Development Projects are estimated at \$2,454,456 from parks impact fees, and \$436,801 from public safety impact fees. The total FY 2016-17 Proposed Budget is \$2,576,412. Funds are allocated for MLOP Master Plan Implementation (\$100,000), upgrade MLOP Marina and storage facility (\$220,000), purchase park furniture for the pocket parks (\$50,000), and purchase and installation of an emergency generator with enclosure at Government Center. This fund has a reserve of \$2,056,412.

MOBILITY FEE TRUST ACCOUNT FUND – Per Ordinance #16-192, the mobility fee is restricted for infrastructure capital improvements and improving the multimodal network included in the Town's Capital Improvement Element (CIE) of the Comprehensive Plan. Revenues are estimated at \$50,000 and a carryforward fund balance of \$650,000, totaling FY 2016-17 Budget of \$700,000. Funds are transferred to the Capital Projects Fund for the Adaptive Signalization Program (\$360,000) and design of two underpass bridges at NW 146th Street and NW 159th Street (\$340,000). Funds will be transferred from the Mobility Fee Trust Account to the Capital Projects Fund as projects are identified. No expenditures come from the Trust Account. This fund has no reserves in the FY 2016-17 Proposed Budget.

PEOPLES' TRANSPORTATION PLAN – The total proposed budget for FY2016-17 is \$1,090,216 and includes 80% share of revenues from the half-cent discretionary sales surtax (\$925,000) and prior year carry-over funds (\$165,216). The budget provides for staffing at 50% of cost to manage the programs for planning, mobility and implementation of the Transportation Summit initiatives. The budget also includes funding for street lighting utilities and its maintenance (\$390,000), funds for traffic studies as needed, and for transportation related improvement projects (\$391,276). This fund has \$88,859 in reserves.

TRANSIT – The total proposed budget for FY2016-17 is \$747,853 and includes 20% share of revenues from the half-cent discretionary sales surtax (\$230,000) and prior year carry-over funds (\$517,853). These funds are restricted for transit operations, and cover the full cost of operations, maintenance and marketing of the Town's Moover services and bus shelters. Staffing is also funded at 50% of cost to manage the program, transit and traffic issues. This fund has a reserve of \$377,523.

TRANSPORTATION GAS TAX FUND – Funding is restricted for transportation related activities that include sidewalk replacement, pothole repairs, pressure cleaning of the rights of ways, etc. At the proposed budget of \$425,000, the Town will maintain the same level of service as the prior year. This fund has no reserves.

DEBT SERVICE FUND

As per Agreement for the development of Dunnwoody Lake, in May 2016 the developer reimbursed the Town \$1,828,734 for the total cost of the 154th Street Roadway Expansion Project, including design, construction, engineering services, landscaping, loan issuance, interest, permits and management services. The Town in turn paid in full the Series 2013, Special Obligation Note that was used to finance this project.

The Debt Service Fund for FY 2016-17 now only includes the Series 2010, Special Obligation Bond payment of \$548,499 for Government Center, which is funded by the Electric Utility Tax revenues of \$369,579 and Federal Direct Payment (interest reimbursement) estimated at \$178,920.

CAPITAL PROJECTS FUND

The Five-Year Capital Improvement Program aligns with the Town's 2025 Strategic Plan. Mobility is the Town's #1 strategic goal. In the FY 2016-17 Proposed Budget, investment in transportation projects represent 43% of the Capital Improvement Program, followed by 36% investment in stormwater improvements, 15% in parks and beautification, and 6% for the

emergency generator at Government Center. The Capital Projects Budget for FY 2016-17 totals \$5,174,503 and projects are grouped according to the four categories as summarized below:

- **Facilities and Equipment Improvements** - Funds are allocated from public safety impact fees for the purchase and installation of an emergency generator and enclosure at Government Center (\$174,765).
- **Parks Improvements** - Parks capital improvements for FY 2016-17 total \$778,588 which includes \$128,588 in reserves that is earmarked as the Town's match should the Town be awarded the FDOT Beautification Grant that we are expecting to apply for. The budget also provides for improvements to the Mary Collins Community Center (\$155,000), Miami Lakes Optimist Park Marina and Storage Facility (\$220,000), new park furniture throughout the Town's pocket parks, and West Lake Neighborhood Reforestation (\$100,000). In addition, funds are allocated to complete the design for implementation of MLOP Master Plan (\$100,000) and to develop an inter-local agreement between the Town and City of Hialeah for the Bridge Park (\$25,000).
- **Transportation Improvements** – Revenue sources for transportation improvements include Local Option Gas Tax, an MPO Grant, Peoples' Transportation Plan (PTP 80%), Mobility Fees and a carryforward fund balance for transportation improvements, totaling \$2,240,244. This amount is appropriated for intersection improvements at Windmill Gate Road and the Palmetto (\$350,000), the roadway component of the roadway and drainage improvements at Lake Sarah (\$170,660) and the roadway component of the Hutchinson Road improvement (\$74,750), to construct a northbound right turn lane at NW 154th Street and NW 77th Court (\$130,000), and widening of NW 164th Street and NW 87th Avenue (\$18,500).

The Mobility Fee is specifically being utilized for the design of the underpass bridge NW 146th Street and the Palmetto, and NW 160th Street and the Palmetto (\$340,000), as well as the implementation of the new, state-of-the-art Adaptive Signalization Program (\$360,000) to improve traffic flow and roadway conditions on NW 154th Street. Consistent with the Mobility Fee Trust Fund section on page 12, Mobility Fees will be transferred to the Capital Fund as specific projects are ready to be designed or constructed. The Five-Year Capital Improvement Plan does not reflect any transfers from the Mobility Fee Fund in Fiscal Years 2018 through 2021 at this time. Planning staff will be working on evaluating, prioritizing and strategically planning for the implementation of the Mobility Fee eligible projects with the support of the new Senior Planner addressed on page 3.

Two TAP Grants for roadway construction totaling \$1.6M were awarded to the Town for construction work to commence in FY 2018. This budget provides for the design of these projects (\$190,000). Additionally, funds are allocated for design work of the

Complete Streets Policy and Implementation Plan (\$50,000) through the MPO grant. Partial funding in the amount of \$556,334 has been allocated for NW 59th Avenue extension that includes the Public Works Storage Yard and the Boat Yard.

- **Stormwater Improvements** – Two major and one minor stormwater projects are budgeted for FY 2016-17 totaling \$1,869,490. These include the drainage portion of the roadway and drainage projects at Lake Sarah (\$1,150,740) and Hutchinson Road (\$40,250), and the Canal Bank Stabilization project along Golden Glades and Peter’s Pike canals (\$678,500). Revenue sources for these projects include an FDEP Grant, State of Florida legislative appropriation, Stormwater Utility Fees and a carryforward fund balance for stormwater improvements.

STORMWATER UTILITY FUND

As compared to the prior year, the Town anticipates receiving an additional \$100,000 in stormwater utility fees as a result of an audit conducted by the Town, where several addresses were not being billed for stormwater. The Stormwater Budget totals \$1,628,065 and includes an appropriation to conduct lake quality assessments (\$50,000), update the Stormwater Master Plan (\$30,000), and per Resolution #16-1365, reimburse Miami-Dade County for canal dredging at NW 57th Avenue over a period of ten years (\$15,000).

FACILITIES MAINTENANCE FUND

This newly created internal service fund captures all costs associated with the operations, maintenance and repairs of the Town’s Government Center. The cost of centralized services is allocated among the General Fund’s Administration and Police Departments, and the Building Fund. The proposed budget totals \$278,469.

Conclusion

While we were able to present a structurally balanced budget with no millage increase, the potential reduction in Communications Services Tax and the open liability claim for legal fees in excess of \$2 million, leaves us with very limited flexibility in the coming year. As concluded at the Zero Based Budget Workshop, every line item in the FY 2016-17 Proposed Budget is appropriately allocated to deliver the FY 2015-16 level of service.

As we develop the implementation work plans for the 2025 Strategic Plan, in light of the operational and maintenance needs of the two new facilities (Clubhouse and Youth Center), as well as the new facilities identified in the Strategic Plan (i.e. Senior Centers and Par 3), staff is developing a Long Term Financial Plan. The objective of this financial planning exercise is to

align projected revenues over the next ten years with real cost estimates for the specific projects identified in the Plan. We hope that we can develop all the proposed capital assets and implement the 2025 Strategic Plan without having to raise the millage.

ORDINANCE NO. 2016-__

AN ORDINANCE OF THE TOWN OF MIAMI LAKES, FLORIDA, ADOPTING THE MILLAGE RATE OF THE TOWN FOR THE FISCAL YEAR COMMENCING OCTOBER 1, 2016 THROUGH SEPTEMBER 30, 2017, PURSUANT TO SECTION 200.065, FLORIDA STATUTES; PROVIDING FOR DIRECTIONS TO TAX COLLECTOR; PROVIDING FOR NOTICE; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, pursuant to Section 200.065, Florida Statutes, the Miami-Dade County Property Appraiser (“Property Appraiser”) has certified the taxable value within the Town of Miami Lakes (the “Town”) for the year 2016 which includes all real property within the Town; and

WHEREAS, on July 26, 2016, the Town Council adopted Resolution No. 16-1395 determining the proposed millage rate for the fiscal year commencing October 1, 2016 and further scheduled public hearings on the millage rate as required by Section 200.065, Florida Statutes, the first hearing to be held on Tuesday September 6, 2016 at 5:01 P.M., at Miami Lakes Government Center, 6601 Main Street, Miami Lakes, Florida 33014, and the second to be held on Tuesday, September 20, 2016 at 6:00 P.M. at Miami Lakes Government Center, 6601 Main Street, Miami Lakes, Florida 33014; and

WHEREAS, the Town Council and the Town Manager have reviewed the proposed Fiscal Year 2016-2017 Budget for the Town and have considered an estimate of the necessary expenditures contemplated for in the Budget and have determined that the levy set forth below provides the necessary funds for such expenditures.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF MIAMI LAKES, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The foregoing recitals are true and correct and are incorporated herein by this reference.

Section 2. Declaration and Adoption of Proposed Millage Rate. The proposed millage rate for the Town of Miami Lakes for fiscal year 2016-2017 is declared to be 2.3518 mills, which is \$2.3518 per \$1,000.00 of assessed property within the Town of Miami Lakes.

Section 3. Computation of Rolled-Back Rate. The current year rolled-back rate, as computed pursuant to Section 200.065, Florida Statutes, is 2.2194 mills, which is \$2.2194 per \$1,000.00 of assessed property within the Town of Miami Lakes. The current year proposed millage rate of 2.3518 mills is 5.97% higher than the rolled-back rate.

Section 4. Direction to Tax Collector. The Tax Collector is directed to proceed with the collection and enforcement of the taxes levied herein as authorized by law.

Section 5. Notice. The Town Clerk is directed to forward copies of this Ordinance within three (3) days after adoption of same to the Property Appraiser, the County Tax Collector, and the Florida Department of Revenue.

Section 6. Conflicts. All sections or parts of sections of the Town Code that conflict with this Ordinance are repealed to the extent of such conflict.

Section 7. Severability. The provisions of this Ordinance are declared to be severable and if any section, subsection, sentence, clause, provision or phrase of this Ordinance shall for any reason be held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining sections, sentences, clauses, and phrases of this Ordinance, but they shall remain in effect, it being the legislative intent that this Ordinance shall stand notwithstanding the invalidity of any part.

Section 8. Effective date. This Ordinance shall be effective upon adoption on second reading.

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**FIRST
READING**

The foregoing ordinance was offered by Mayor Pizzi who moved its adoption on first reading. The motion was seconded by Councilmember Lama and upon being put to a vote, the vote was as follows:

Mayor Michael A. Pizzi, Jr.	Yes
Vice Mayor Tim Daubert	Yes
Councilmember Manny Cid	Yes
Councilmember Tony Lama	Yes
Councilmember Ceasar Mestre	Yes
Councilmember Frank Mingo	Yes
Councilmember Nelson Rodriguez	Yes

Passed and adopted on first reading this 6th day of September, 2016.

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SECOND READING

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

- Mayor Michael A. Pizzi, Jr. _____
- Vice Mayor Tim Daubert _____
- Councilmember Manny Cid _____
- Councilmember Tony Lama _____
- Councilmember Ceasar Mestre _____
- Councilmember Frank Mingo _____
- Councilmember Nelson Rodriguez _____

Passed and adopted on second reading this 20th day of September, 2016.

Michael A. Pizzi, Jr.
MAYOR

Attest:

Gina Inguanzo
TOWN CLERK

Approved as to form and legal sufficiency:

Raul Gastesi, Jr. Gastesi &
Associates, P.A. TOWN
ATTORNEY



Town of Miami Lakes Memorandum

To: Honorable Mayor and Council

From: Alex Rey, Town Manager

Subject: Adoption of Budget for Fiscal Year 2016-17

Date: September 20, 2016

Recommendation:

It is recommended the Town Council adopt the Fiscal Year 2016-17 Budget as amended on second reading and presented in Exhibit A to the Ordinance.

Background:

The Town Manager's FY 2016-17 Budget Message presented at the first Budget Hearing is attached for reference.

CHANGES FROM FIRST READING

There are three modifications made to the Proposed Fiscal Year 2016-17 Budget after the first Budget Hearing held on September 6, 2016. These modifications include 1) restoring the Committees Budget to their full request, 2) reducing the Town's landscape maintenance mowing cycles from 35 to 32 cycles per year in pocket parks and landscaped areas, and 3) obtaining authorization from the Dunnwoody Lake developer to utilize the contribution for education funds for educational and youth related projects. In addition, based on contracts awarded at the Council Meeting on September 6, 2016, the Proposed Budget on second reading includes a reduction to the property, casualty and liability insurance appropriation, as well as allocates funds for the direct purchase of the LED Street Light Program.

Due to the fact that the LED Street Light expense is budgeted in the Special Revenue Fund - Peoples Transportation Plan (PTP 80%), the need for a transfer to the Capital Projects Fund in the amount of \$365,600 is eliminated, and partially off-set by the transfer of \$4,400 to the General Fund, and thereby reduces the total FY 2016-17 Budget from \$35,958,572 to

\$35,597,972. The changes are described below and summarized in Attachment 1 to this memorandum.

1) Restore Committees' Budgets – (\$18,600)

Staff was directed to restore the Committees budgets to their full request for FY 2016-17. These include the Economic Development Committee (\$7,000), Youth Activities Task Force (\$3,900) and Cultural Affairs Committee (\$7,700).

2) Reduce Mowing Cycles - \$9,526

Presently, the Town's grounds maintenance contracts for neighborhood pocket parks, beach parks, Park East and Park West that are set to be expire and rebid in 2017 provide for 35 landscape mowing cycles. Staff was directed to reduce the mowing cycles from 35 to 32 cycles for a savings of approximately \$3,175 per cycle.

3) Authorization to utilize Contribution for Education funds - \$4,400

Per the Dunnwoody Lake development agreement, the developer's contribution for educational purposes in the amount of \$300,000 was intended to be spent for educational purposes for improvements to impacted schools in the Town. Council directed staff to obtain the current and previous owner's authorization to utilize the contribution for education funds for town-wide educational purposes and youth related educational programs. The Town Attorney is currently pursuing the developer's consent. Staff is in communication with the Owners and we are hoping to have an update prior to the second Budget Hearing.

This Proposed Budget for Second Reading allocates \$4,400 of the funds to the Educational Advisory Board for such purposes. Additionally, as directed at the Zero Based Budget Workshop, \$25,000 was previously allocated from the developer's contribution for education to the Educational Advisory Board; these amounts represent approximately 50% of the Education Advisory Board budget. The balance from the Contribution for Education funds in the amount of \$270,600 remains in contingency in the Special Revenue Fund for future allocation.

4) Insurance Adjustment - \$4,674

The Property, Casualty and Liability Insurance contract was awarded at the September 6, 2016 Council Meeting. As a result, this Budget adjusts the proposed allocation for insurance from \$242,950 to the newly awarded contractual obligation for FY 2016-17 in the amount of \$238,276. This amount is apportioned between the General Fund (\$215,326) and the Special Revenue Fund – Transit (PTP 20%) (\$22,950).

5) LED Street Light Program - \$365,000

At the September 6, 2016 Regular Council meeting, staff was directed to fund the conversion of approximately 915 Town-owned High Pressure Sodium (HPS) cobra head street lights to Light Emitting Diode (LED) lights with Peoples' Transportation Plan (PTP 80%) funds in lieu of pursuing a financing agreement. The LED retrofit project is expected to reduce energy cost by approximately 65% or \$26,000, maintenance cost by at least 45% or approximately \$45,000 per year on the Town owned streetlights, and staff monitoring cost of \$2,000 per year, for a total savings of \$73,000 per year.

Fully funding the LED Street Light Program from PTP 80% reduces the transfer to the Capital Projects Fund for transportation improvements, which ultimately reduces the funding for NW 59th Avenue Extension, Public Works Storage Yard and Boat Yard to \$191,334. This results in a decrease to the Capital Projects Fund from \$5,174,503 to \$4,809,503.

Items 1 through 4 result in a net increase of \$4,400 to the FY 2016-17 General Fund Operating Budget to \$15,861,001, due to the transfer-in from the Special Revenue Fund.

ALTERNATIVES TO BUDGET CHANGES

An alternative approach to the above changes that impact the General Fund that would not reduce the level of service delivered to the community and maintain the aesthetics of the Town of Miami Lakes is presented below:

- a) Preserve the Cultural Affairs Committee (-\$7,700) and Youth Activity Task Force (-\$3,900) budgets as initially proposed. In our discussions with the Committees, we believe that they have implemented their desired enhancements within the existing resources;
- b) Restore mowing cycles back to 35 cycles per year (\$9,526);
- c) Reverse the total allocation to the Education Advisory Board from the developer's contribution for education (\$29,400); and,
- d) Reduce travel, education and training budget (see chart below) from \$38,300 across Mayor, Council and all General Fund Staff to \$10,974. This action would eliminate the majority of the planned travel and training for FY 2016-17. Travel would be reserved only to pursue funding for specific legislation directly affecting the Town. (\$27,326).

Account/Description	Mayor and Council	Administration (All GF Staff)	Total
Travel & Per Diem	\$10,500	\$10,000	\$20,500
Education & Training	\$7,800	\$10,000	\$17,800
Total	\$18,300	\$20,000	\$ 38,300

OTHER BUDGET DISCUSSION ITEMS

At the first Budget Hearing, staff was also directed to calculate the millage rate at which homesteaded property owners protected by the CPI cap would have no tax increase, as well as provide a salary survey of positions and compensation in the industry as benchmarked against the Town's. Below is a summary response:

Millage Rate for Homesteaded Properties

The taxable assessed property value represents the total assessed value adjusted for growth caps on homesteads (Save our Homes) less allowable and qualified exemptions such as two

(2) \$25,000 Homestead exemptions, additional Senior Homestead exemption and the Disability exemption. Pursuant to Section 193.155(1), F.S., property tax valuation shall not exceed the lower of three percent of the assessed value of the property for the prior year, or the percentage change in the Consumer Price Index (CPI) for all urban consumers. The 2016 CPI rate is 0.7%.

Based on the assessed value percentage increase of 0.7% allowable by law, the millage rate that would ensure homesteaded property owners do not experience a tax increase is 2.3353 mills, or .0165 mills less than the proposed millage rate of 2.3518. The impact to the budget would be a reduction in Ad Valorem revenue of approximately \$44,000 per year.

Salary Survey

The 2016 salary survey (attached) benchmarks against 10 Miami-Dade County municipalities of comparable population to Miami Lakes including: Palmetto Bay, Doral, North Miami Beach, Homestead, Aventura, Pinecrest, Hialeah Gardens, Coral Gables, Cutler Bay and Sunny Isles Beach. The population of these municipalities ranges from 18,223 in Pinecrest to

50,000 in Doral. Miami Lakes currently has approximately 30,000 residents.

The survey shows that in the vast majority of positions, Town of Miami Lakes employees are below the average. The cost of bringing all positions to average compensation is approximately **\$360,000 per year** plus the corresponding increase in benefits. This represents an under-compensation of roughly 13% across the board. In addition, we have identified several Miami Lakes employees who serve multiple roles where comparable municipalities staff multiple people to do these jobs.

Attachments:

[FY 2016-17 Budget Message](#)

[Attachment 1 - Budget Hearing Changes Summary](#)

[Attachment 2 - Salary Survey](#)

[Ordinance](#)

[Exhibit A- FY 2016-17 Proposed Budget Line Item Detail](#)



TOWN OF MIAMI LAKES

MEMORANDUM

To: Honorable Mayor and Town Council

From: Alex Rey, Town Manager

Subject: FY 2016-17 Budget Message

Date: September 6, 2016

Recommendation

It is recommended that Town Council adopt the millage rate for Fiscal Year 2016-17 at 2.3518 mills, which is \$2.3518 per \$1,000 of assessed property value. This is the same millage rate as adopted for the prior year and one of the lowest millage rates in Miami-Dade County. The proposed millage rate is expected to yield \$6,278,000 in ad valorem revenue at 95% of value based on the July 1, 2016 estimated Property Tax Roll, as provided by Miami-Dade County Property Appraiser.

It is also recommended that Town Council adopt the Fiscal Year 2016-17 Budget as proposed on first reading.

Background

Over the last two years, that Town has invested in new community facilities, stormwater infrastructure improvements, police resources to reduce traffic at troubled spots, beautification projects, enhanced communication and transparency, and improved response times to requests for service through new technologies and process improvement.

In November 2015 the Town adopted the 2025 Strategic Plan that outlines six goal areas: enhanced mobility, beautification, economic development, sustainability, communication and innovation/use of technology. Each goal area is supported by a handful of objectives as adopted by the Town Council. Staff has identified approximately 140 initiatives and are developing supporting work plans to accomplish the goals and objectives provided for in the 2025 Strategic Plan. Strategic Plan implementation updates will be provided throughout the year; however, the Proposed Budget includes funding for many of these initiatives including transportation projects, beautification projects and lake quality assessment amongst others.

At the first budget workshop on July 11, 2016, staff presented over \$1.8 million of unfunded projects based on prior Council directives, operational needs and the 2025 Strategic Plan. The Town Council ranked the priority of the unfunded projects as follows:

ITEM/PROJECT	TOWN COST FY 2016-17	RANK
2 Police Officers	\$292,670	1
West Lakes Neighborhood Reforestation Program	\$100,000	2
Removal and Replacement of Black Olive Trees	\$85,000	3
Beautification: NW 67th Avenue and 138th Street	\$200,000	4
Senior and Adult Programming	\$10,000	5
Litigation Reserves	\$500,000	6
Beautification: 154th Street corridor	\$200,000	6
Beautification: NW 87th Avenue and 170th Street	\$25,000	8
Beautification: NW 67th Avenue and Palmetto	\$100,000	9
Annual Trimming of Palm Trees	\$37,000	10
Beautification: NW 87th Avenue and 138th Street	\$100,000	11
Youth Programming	\$35,000	12
Update Tree Inventory	\$25,000	12
Removal of Invasive and Hazardous Trees	\$10,000	12
Irrigation and Sod Replacement at Major Corridors	\$30,000	15
Model Town: Procure Open Data System	\$12,000	16
On Demand Sunday Service	\$12,000	17
Program for high school students	\$17,500	18
Hurricane Preparedness	\$5,000	19
Communication: Create a Citizen's Academy	\$17,500	20
Backpack Drive	\$5,000	21
Health & Vitality (ED): Develop Healthy TML Master Plan	\$50,000	22
TOTAL	\$1,868,670	

A two day publicly noticed Zero Based Budget Workshop was held at Government Center on Saturday, August 20, 2016 and Sunday, August 21, 2016. Department Directors presented an overview of the services and functions provided by their respective departments and each employee's role within their department. Each budget line item was provided for review and discussion.

In order to accommodate the highest priorities, and following discussions held during the zero based budget discussion, we are recommending the following changes to the Proposed Budget:

- West Lakes Neighborhood Reforestation Program will be funded by using the police impact fee to fund the generator at Town Hall, thus freeing up previously allocated general fund monies (\$100,000) which are being transferred into the Capital Budget for this purpose.
- Black Olive Removal Program is being funded at \$11,416 from the General Fund and \$17,391 in carry-over funds and new revenues in that sub-fund.
- Police Services – Two Police Officers are being requested to meet the anticipated increase in demand for services based on the Town’s expected population growth due to new development on the west side of Town. The additional officers would increase staffing from 45 to 47 sworn personnel. The Town has also applied for a COPS grant in the amount of \$250,000 to help fund these services over the next three years.
- As a result of this workshop, several expenditures were discussed and are being recommended for reduction: US Conference of Mayors membership (\$3,500), Miami Dade County League of Cities membership (\$3,100), the Miami Dade County League of Cities Gala (\$2,000) and the Miami Lakes Chamber of Commerce Business Expo (\$7,000); and, in addition, \$25,000 from the Special Revenue Fund Developer Contribution for Education (Dunwoody Lakes Lennar Development) was transferred in to the General Fund to offset the Education Advisory Board’s budget. These funds are restricted to benefit the schools impacted by the development which include Barbara Goleman and Bob Graham Elementary. The reduction in expenditures and funds made available through the transfer of Special Revenue funds afforded the Town two additional police officers effective August, 2017. **(partially funded at \$40,600 effective August 1, 2017)**
- Senior and adult programming will added as a “Pay for Play” at no additional cost to the Town
- Additionally, upon careful review of all of our staffing needs, I am recommending the addition of a Senior Planner to concentrate on transportation and transit-related projects. This position will be funded using restricted Transportation and Transit funding.

I. FY 2016-2017 PROPOSED BUDGET

The total Proposed Budget for Fiscal Year 2016-17 including all funds is \$32,293,589, as shown in the table below. This represents a decrease of \$6,037,297 or 15.75% as compared to the FY 2015-16 Amended Budget; the details of the difference are discussed later in this memorandum. This chart excludes the unbudgeted General Fund balance of approximately \$3.7 million.

BUDGET SUMMARY								
Town of Miami Lakes - FY2016-17								
Millage per \$1,000								
General Fund Millage: 2.3518								
<i>The General Fund Millage is 5.97 percent higher than the State defined Rolled Back Rate</i>								
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 = 2.3518	6,278,000	-	-	-	-	-	-	6,278,000
Franchise Fees	1,200,000	-	-	-	-	-	-	1,200,000
Charges for Services	-	-	-	-	-	1,050,000	-	1,050,000
Utility Service Tax	2,950,000	-	370,000	-	-	-	-	3,320,000
Intergovernmental Revenue	4,498,151	1,580,500	-	178,920	1,182,580	-	-	7,440,151
Licenses and Permits	418,750	2,576,000	-	-	-	-	-	2,994,750
Fines & Forfeitures	173,500	45,000	-	-	-	-	-	218,500
Miscellaneous Revenue	201,784	130,000	-	-	-	32,000	-	363,784
TOTAL SOURCES	15,720,185	4,331,500	370,000	178,920	1,182,580	1,082,000	-	22,865,185
Transfers In	136,416	11,416	-	369,579	2,180,243	-	278,469	2,976,123
Fund Balances/Reserves/Net Assets	-	4,032,844	61,692	-	1,811,680	546,065	-	6,452,281
TOTAL REVENUES, TRANSFERS & BALANCE	15,856,601	8,375,760	431,692	548,499	5,174,503	1,628,065	278,469	32,293,589
ESTIMATED EXPENDITURES								-
General Government	2,788,675	-	3,550	-	174,765	-	278,469	3,245,459
Transportation	1,181,071	1,405,911	-	-	2,240,244	-	-	4,827,225
Public Safety	7,637,683	-	-	-	-	-	-	7,637,683
Parks, Recreation & Culture	3,199,401	28,807	-	-	650,000	-	-	3,878,208
Physical Environment	-	-	-	-	1,869,490	870,446	-	2,739,936
Building, Zoning, Planning & Dev.	532,665	1,352,298	-	-	-	-	-	1,884,964
Debt Services	153,423	-	-	548,499	-	83,000	-	784,922
TOTAL EXPENDITURES	15,492,917	2,787,016	3,550	548,499	4,934,499	953,446	278,469	24,998,396
Transfers Out	353,684	1,672,477	369,579	-	111,416	468,967	-	2,976,123
Fund Balances/Reserves/Net Assets	10,000	3,916,267	58,563	-	128,588	205,652	-	4,319,070
TOTAL APPROPRIATED EXPENDITURES, TRANSFERS, RESERVES AND BALANCES	15,856,601	8,375,760	431,692	548,499	5,174,503	1,628,065	278,469	32,293,589

THE TENTATIVE, ADOPTED, AND/OR FINAL BUDGETS ARE ON FILE IN THE OFFICE OF THE TOWN CLERK, 6601 MAIN STREET, MIAMI LAKES, FLORIDA 33014 AS A PUBLIC RECORD.

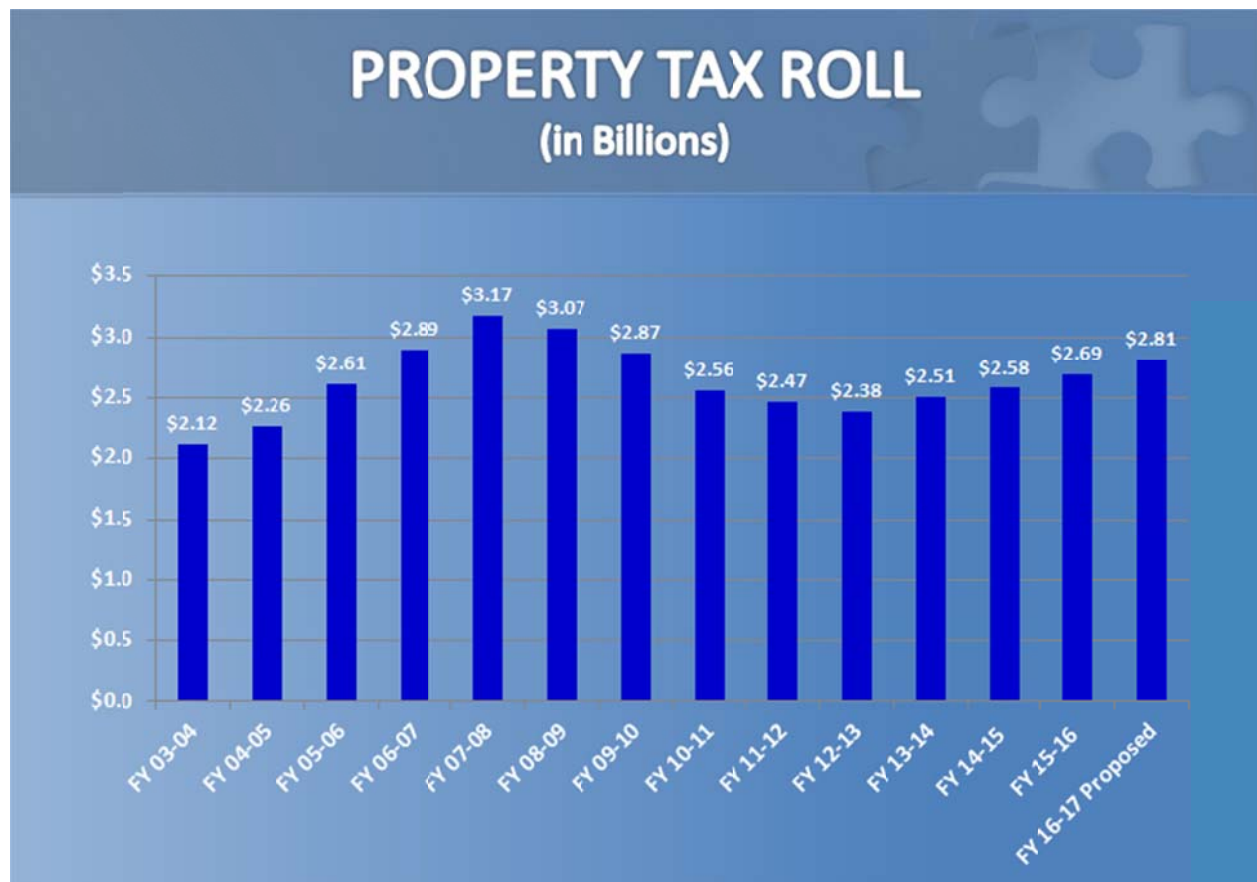
The Budget proved at the onset to be challenging due to increases in contractual services for police, general elections, and grounds, rights-of-way and facility maintenance, and group health insurance cost offset by minimal increases in revenues. This eliminated much of the flexibility we were hoping to have, and as a result, there are several items that remain unfunded that will be discussed later in this memorandum. Albeit, the budget provides for the continuation of core services that the residents and businesses have come to expect and deserve; enhancement to some services levels including additional overtime for Police Officers to mitigate traffic issues in the Town; and the implementation of the 2025 Strategic Plan.

II. TAX ROLL, MILLAGE RATE, AND AD VALOREM REVENUE

PROPERTY TAX ROLL

The tax roll for the Town of Miami Lakes as certified by the Miami-Dade County Property Appraiser on July 1, 2016 reflects a gross taxable value of \$2,809,602,232, which includes an increase of \$18,421,999 in new construction and improvements. As compared to the certified taxable value for the previous year of \$2,691,096,427, the July 1, 2016 figures reflect an increase in taxable value of \$118.5 million or 4.4%. While the increase in roll value is modest, it shows that over the last five years the Town has been able to hold its value. It is therefore important that we continue to invest in the Town's infrastructure and beautification to make Miami Lakes a desirable place to be.

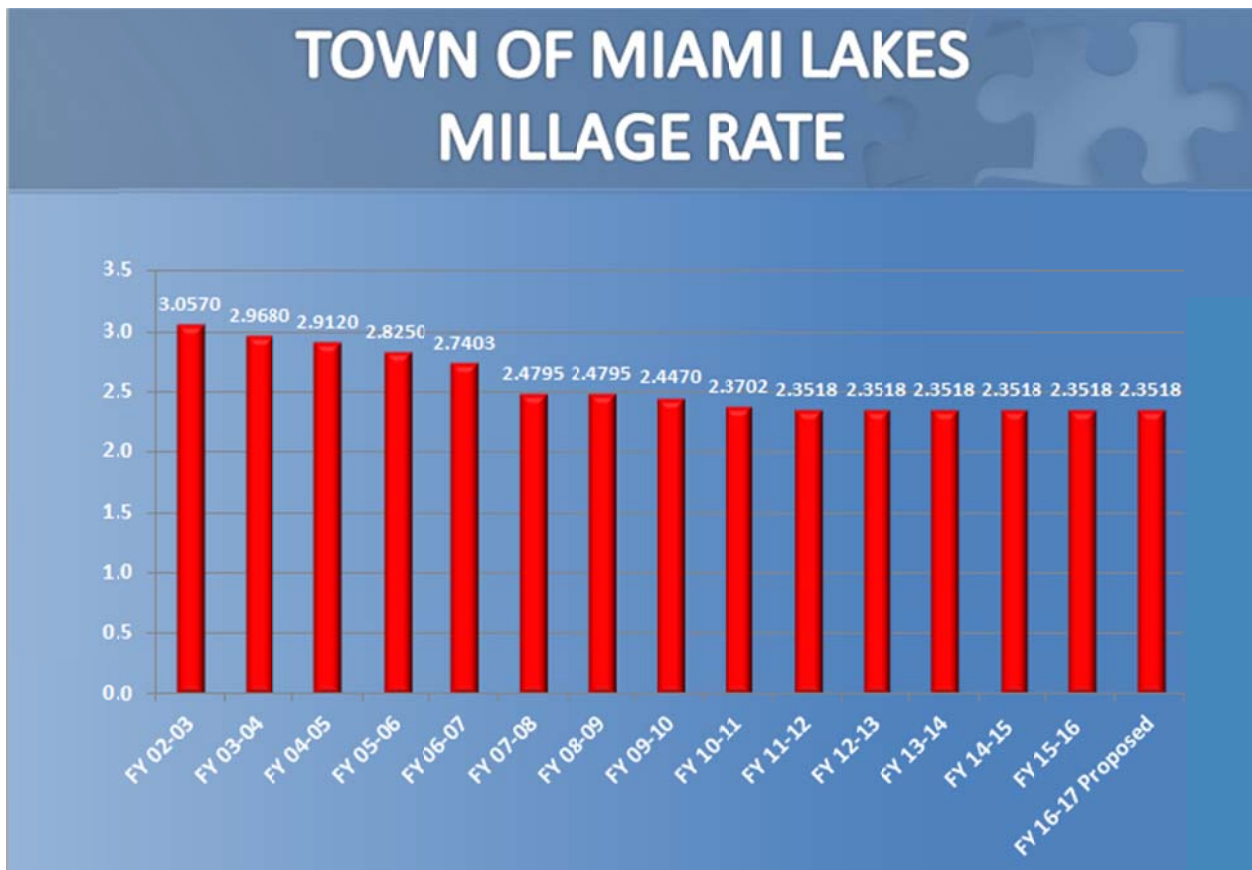
As seen in the graph below, Property Tax Roll value has been steadily on the rise since FY 2012-13, thus reflecting signs of continuous economic recovery and growth.



MILLAGE RATE

At the July 26, 2016 Town Council Meeting, the Council established the proposed millage rate “cap” at 2.3518 mills, which is \$2.3518 per \$1,000 of assessed property value, via Resolution #16-1395. This is same rate as the prior fiscal year and is the fifth lowest millage rate in Miami-Dade County as compared to other 2016 municipal rates. The Town has steadily reduced its millage since its first year of incorporation and has maintained the same low rate since 2012 for six consecutive years in spite of declining tax roll values for several years. The reduction in millage rate from 3.057 to 2.3518 represents an overall reduction of 0.7052 mills or 23%.

The chart below depicts the Millage Rate since the Town’s incorporation.



Rolled-Back Rate

The rolled-back rate for FY 2016-17 is 2.2194. This rate, calculated as required by the State Department of Revenue, will provide the same ad valorem tax revenue as levied during the prior year exclusive of new construction and improvements. The proposed millage rate of 2.3518 is 5.97% higher than the current year aggregate rolled-back rate. The State-required

methodology for calculating the rolled-back rate uses the roll value after Value Adjustment Board action. For the Town, the final gross taxable value is \$2,634,079,123, which is \$57 million less than the preliminary July 1 base roll figure of \$2,691,096,427. The rolled-back rate would yield \$354,150 less in ad valorem revenue as compared to the proposed rate of 2.3518.

It is worth noting that the calculation of the rolled-back rate does not take into account the current rate of change to the Consumer Price Index (CPI) for all goods which is 1.30% from FY 2015 to FY 2016. Additionally, the calculation does not take into account the normal increase in operating costs driven by the CPI.

AD VALOREM REVENUE

The FY 2016-17 Proposed Budget was developed using the proposed millage rate of 2.3518. This millage rate generates property tax revenue or ad valorem (calculated at 95% for budget purposes) in the amount of \$6,278,000 to the General Fund. The impact is approximately a \$265,000 increase in ad valorem revenue for FY 2016-17.

III. FY 2016-17 BUDGET HIGHLIGHTS – BY FUND

GENERAL FUND

Within the last three years the economy has improved, but the Town continues to experience the impact of the Town's taxable values, revenue streams and the increasing cost of operations. Revenues have finally begun to show a slight turnaround, particularly in the area of property taxes which is a direct result of the increase in property values. Revenues from the State, utility taxes, permits, fines, and user fees have shown modest increases; offset by increases in contractual services. The General Fund Operating Budget totals \$15,856,601 or 20% less than the prior year's Amended Budget. This is primarily due to the separation of all building permit activity from the General Fund. Building permit-related revenues and expenditures for FY 2016-17 are now accounted for in a Special Revenue Fund, the newly created Building Department Fund. The decrease is also due to a one-time payment in FY 2015-16 from the Dunnwoody Lake developers for reimbursement of the 154 Street Roadway Expansion Project.

A summary of the revenues and expenditures is provided in the chart on the following page, followed by an explanation of the major impacts to revenues and expenditures. The FY 2016-17 Preliminary Change compares FY 2015-16 Projection to FY 2016-17 Proposed Budget.

FY2016-17 Proposed Budget
September 6, 2016

ACCOUNT NAME/DEPARTMENT	FY2013-14 ACTUALS	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 PROJECTION	FY2016-17 PROPOSED BUDGET	FY2016-17 PRELIMINARY CHANGE
Revenues						
Ad Valorem Taxes	\$ 5,525,235	\$ 5,784,851	\$ 6,013,000	\$ 5,938,769	\$ 6,278,000	\$ 339,231
Franchise Fees	1,147,889	1,160,066	1,250,000	1,179,362	1,200,000	20,638
Utility Service Tax	2,880,433	2,856,736	2,780,000	2,918,799	2,950,000	31,201
Intergovernmental Revenues	4,811,885	4,415,277	4,606,101	4,471,318	4,498,151	26,833
Permits & Fees	1,467,849	1,312,020	1,451,200	1,583,357	418,750	(1,164,607)
Fines & Forfeitures	260,566	312,466	203,709	268,002	173,500	(94,502)
Miscellaneous Revenues	167,619	253,029	250,550	231,498	201,784	(29,714)
Sub-total Recurring Revenues	16,261,476	16,094,445	16,554,560	16,591,105	15,720,185	(870,919)
Developer's Reimbursement	-	-	1,828,227	1,828,987	-	(1,828,987)
Transfers In	-	15,161	-	-	136,416	136,416
Prior Year Carry-Over Funds	-	-	1,504,340	1,504,340	-	(1,504,340)
Sub-total Other Revenues	-	15,161	3,332,567	3,333,327	136,416	(3,196,911)
Total Revenues	16,261,476	16,109,606	19,887,127	19,924,432	15,856,601	(4,067,830)
Expenditures						
Town Mayor & Council	354,820	412,723	371,220	334,997	344,126	9,129
Town Clerk	197,819	216,272	252,827	213,600	223,597	9,997
Town Attorney	259,207	639,965	433,000	407,730	235,000	(172,730)
Administration	2,007,743	1,966,093	2,330,295	2,257,529	1,995,953	(261,577)
Police	6,410,777	6,898,462	7,348,813	7,123,682	7,637,683	514,001
Town Neighborhood Services/Planning	791,995	724,685	606,658	625,400	489,761	(135,640)
Building	960,710	1,073,750	1,185,568	1,066,062	117,905	(948,158)
Community & Leisure Services	2,388,991	2,604,733	2,822,814	2,852,375	-	(2,852,375)
Parks & Community Services	-	-	-	-	2,410,568	2,410,568
Community Engagement & Outreach	-	-	-	-	595,684	595,684
Special Events - Committees	142,065	169,219	213,745	213,745	193,150	(20,595)
Public Works	1,063,290	956,670	1,109,299	1,139,133	1,106,071	(33,063)
QNIP	153,423	153,423	153,423	153,423	153,423	-
Non-Departmental	66,447	-	1,334,500	1,206,705	-	(1,206,705)
Sub-total Expenditures	14,797,286	15,815,995	18,162,163	17,594,382	15,502,917	(2,091,465)
Transfers Out	752,364	623,000	1,724,964	1,727,223	353,684	(1,373,540)
Total Expenditures	15,549,650	16,438,995	19,887,127	19,321,605	15,856,601	(3,465,004)
Excess (Deficiency) of Revenues over Expenditures	\$ 711,826	\$ (329,389)	\$ -	\$ 602,826	\$ -	(602,826)

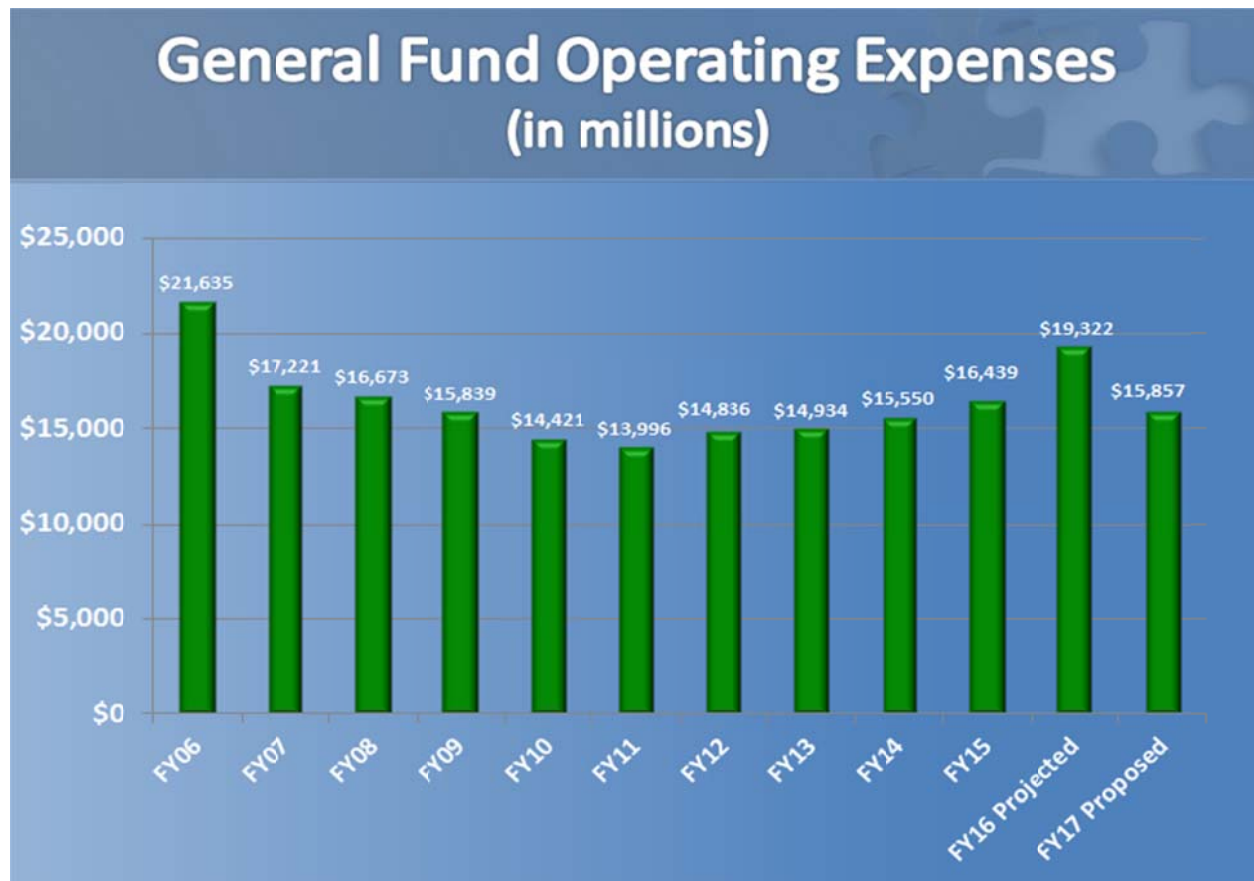
- Property Taxes remain the primary source of funding for all Town services and show an increase of approximately \$339,000 over the prior year projected revenues. Revenues are also derived from franchise fees, utility taxes, State Revenue Sharing, Half-Cent Sales Tax, Communication Services Taxes, business licenses, user fees for services, fines, and interest income which in total, nets to approximately \$79,000 in additional revenues for FY 2016-17.
- Subsequent to the July 11, 2016 Budget Workshop, the State posted estimated Communication Services Tax revenues to Miami Lakes to be approximately \$100,000

less than the Town's Proposed Budget assumes. The reduction is attributed to a refund claim from ATT Mobility for internet access charges; most jurisdictions will be affected by this unanticipated reduction in revenue. The formal, written notification from the State that misallocations have occurred will be sent on or about November 15, 2016. At this point, we are recommending to leave the revenue at the same level as in the FY 2016-17 Proposed Budget.

- The Lien Amnesty Program implemented in 2015 was very successful in achieving compliance for outstanding code cases. The Program ended in the first quarter of FY 2015-16 and as a result, we will no longer see those one time revenues in an amount of approximately \$70,000.
- As previously mentioned, the building permit activity has been transferred out of the General Fund and a new Building Department Fund was created to account for all related revenues and expenditures. As such, the Building Department Fund will reimburse the General Fund \$125,360 for administrative support provided by the General Fund.

EXPENSES/SIGNIFICANT BUDGET CHANGES

As indicated in the chart below, the Town has significantly reduced expenses over the last ten years from a high of \$21,634,500 in 2006 to a projected FY 2016-17 Expense Budget of \$15,856,601. As compared to FY 2015-16 Projected Expenses **excluding** carryover funds for projects (\$600,000), developer's reimbursement of Series 2013 Loan (\$1.7M) and the Building permit activity expenses (\$1.2M), the FY 2016-17 Proposed Expense Budget reflects an increase of approximately \$391,000 or 3%. Significant changes affecting the Proposed Budget are described on the following pages:



- **Merit and Cost of Living Increases** - Salary surveys indicate that we are not staying competitive with our peers and most other municipalities have proposed a merit and cost of living adjustment (COLA) for FY 2016-17. The Proposed Budget includes an across the board 2% COLA effective April 2017 for approximately \$25,000.
- **Staffing** The Proposed General Fund Budget includes thirty-two full-time positions, three part-time positions, eight seasonal positions and seven part-time seasonal positions. This is less eight positions that have been transferred to the Building Fund and one position to the Facility Maintenance Fund. In addition, we have converted two part-time positions (Receptionist in Administration and Leisure Services Specialist in Community Services) to one full-time position, Recreation Assistant. Additionally, the part time Accounting Technician in Finance was converted to full time status to manage the prompt payment of invoices pursuant to the Prompt Payment Act. These conversions essentially only increased the budget by one part-time position.

In keeping with the business model of the Town, we continue to maintain a small professional staff with core competencies in critical service delivery areas. The Town contracts many of the service delivery functions when it is more efficient and provides long-term savings.

- **FRS Contribution** – The Florida Retirement System contribution rate increased slightly from 7.26% to 7.52% for regular employees as of July 1, 2016. The rate increase has no significant impact to the Budget.
- **Group Health Insurance** – Based on prior years’ trend, we have included a 15% increase for group health insurance. The Town has implemented various wellness activities with the goal of reducing health care premium cost and improving morale. (\$94,000)
- **General Election** – Funding for the cost of the general election of the mayoral seat, seats 1, 3, and 5 is estimated at \$15,000 and \$45,000 for run-off election, if needed. (\$60,000)
- **Police Services** – Contractual services for police patrol reflects an increase of 7% as compared to FY 2016 year-end projection. This is as a result of the settlement agreement between the County and the Police Benevolent Association that includes a 4% COLA effective October 2016 (\$176,900), significant increase to the group health insurance (\$96,000), merit increase (\$107,750), and fleet maintenance and operations (\$65,000). In addition, an allocation for overtime and fringe (\$65,110) to mitigate traffic issues within the Town of Miami Lakes. (\$510,760)
- **Grounds Maintenance Contractual Services** – Several rights-of-way and landscape maintenance contracts are expiring and will be rebid in FY 2017. It is expected that contract pricing for these services will increase due to market changes driven by increased labor and material costs, and construction demand. (\$73,550)
- **Committees** - The total Committees’ Budgets for FY 2016-17 have been set at \$193,150, \$7,000 less than the last two year’s adopted budgets. Justification for the Committees’ budgets was presented at the 1st Budget Workshop on July 11, 2016. The Cultural Affairs Committee and the Youth Activities Task Force requested an increase of \$7,700 and \$3,900, respectively; these amounts are not funded at this time.
- **Transfers** - The FY 2016-17 Proposed General Fund Budget includes interfund transfers for the following: West Lake Neighborhood Reforestation Program (\$100,000), Black Olive Tree Removal Program (\$11,416) and the General’s Fund’s portion of Government Center facility maintenance (\$242,268). (\$353,684)
- **Fund Balance** In accordance with the Town’s audited financials as reported in the FY 2014-15 Comprehensive Annual Financial Report (CAFR), the General Fund Balance at the beginning of FY 2015-16 was \$4,566,497. During the year, Council approved transfers from the Fund Balance totaling \$1,504,340: FEMA reimbursement (\$747,000), Legal Fees (\$250,000), Special Election Mail Ballot (\$75,000), Public Officials Insurance

increase (\$50,000), Litigation Reserves (\$300,000) and other project related expenses (\$82,340). This reduced the fund balance to \$3,062,157.

At the end of FY 2015-16, our operations are estimated to result in a surplus of approximately \$602,826, thus increasing the Fund Balance to \$3,664,983. Of this amount, \$2,378,490 or 15% of the General Fund Operating Budget is required to remain as a Reserve which leaves the Town with an undesignated or unrestricted reserve of \$1,286,493. As discussed at the Zero Based Budget Workshop, staff will try to complete routine maintenance and improvements at Mary Collins Community Center and the Miami Lakes Optimist Park (MLOP) Marina and storage facilities using the current year's surplus. A final carryforward budget amendment will be presented to Council this winter for approval.

SPECIAL REVENUE FUNDS

BUILDING DEPARTMENT FUND - The FY 2016-17 newly created Building Fund Proposed Budget is \$2,645,508. This budget reflects an increase in revenues, staffing and contractual services to support new residential construction and development that began in FY 2016 and is expected to continue through to FY 2018. The FY 2016-17 annual operating cost of the Building Department is \$1,388,499, and \$1,257,009 remains in contingency.

IMPACT FEES FUND – This fund includes both parks and public safety impact fees used to fund the cost of additional capital resources required to maintain and accommodate projected population growth due to new development. Revenues from the development of the Dunnwoody Lake property and Downtown Development Projects are estimated at \$2,454,456 from parks impact fees, and \$436,801 from public safety impact fees. The total FY 2016-17 Proposed Budget is \$2,576,412. Funds are allocated for MLOP Master Plan Implementation (\$100,000), upgrade MLOP Marina and storage facility (\$220,000), purchase park furniture for the pocket parks (\$50,000), and purchase and installation of an emergency generator with enclosure at Government Center. This fund has a reserve of \$2,056,412.

MOBILITY FEE TRUST ACCOUNT FUND – Per Ordinance #16-192, the mobility fee is restricted for infrastructure capital improvements and improving the multimodal network included in the Town's Capital Improvement Element (CIE) of the Comprehensive Plan. Revenues are estimated at \$50,000 and a carryforward fund balance of \$650,000, totaling FY 2016-17 Budget of \$700,000. Funds are transferred to the Capital Projects Fund for the Adaptive Signalization Program (\$360,000) and design of two underpass bridges at NW 146th Street and NW 159th Street (\$340,000). Funds will be transferred from the Mobility Fee Trust Account to the Capital Projects Fund as projects are identified. No expenditures come from the Trust Account. This fund has no reserves in the FY 2016-17 Proposed Budget.

PEOPLES' TRANSPORTATION PLAN – The total proposed budget for FY2016-17 is \$1,090,216 and includes 80% share of revenues from the half-cent discretionary sales surtax (\$925,000) and prior year carry-over funds (\$165,216). The budget provides for staffing at 50% of cost to manage the programs for planning, mobility and implementation of the Transportation Summit initiatives. The budget also includes funding for street lighting utilities and its maintenance (\$390,000), funds for traffic studies as needed, and for transportation related improvement projects (\$391,276). This fund has \$88,859 in reserves.

TRANSIT – The total proposed budget for FY2016-17 is \$747,853 and includes 20% share of revenues from the half-cent discretionary sales surtax (\$230,000) and prior year carry-over funds (\$517,853). These funds are restricted for transit operations, and cover the full cost of operations, maintenance and marketing of the Town's Moover services and bus shelters. Staffing is also funded at 50% of cost to manage the program, transit and traffic issues. This fund has a reserve of \$377,523.

TRANSPORTATION GAS TAX FUND – Funding is restricted for transportation related activities that include sidewalk replacement, pothole repairs, pressure cleaning of the rights of ways, etc. At the proposed budget of \$425,000, the Town will maintain the same level of service as the prior year. This fund has no reserves.

DEBT SERVICE FUND

As per Agreement for the development of Dunnwoody Lake, in May 2016 the developer reimbursed the Town \$1,828,734 for the total cost of the 154th Street Roadway Expansion Project, including design, construction, engineering services, landscaping, loan issuance, interest, permits and management services. The Town in turn paid in full the Series 2013, Special Obligation Note that was used to finance this project.

The Debt Service Fund for FY 2016-17 now only includes the Series 2010, Special Obligation Bond payment of \$548,499 for Government Center, which is funded by the Electric Utility Tax revenues of \$369,579 and Federal Direct Payment (interest reimbursement) estimated at \$178,920.

CAPITAL PROJECTS FUND

The Five-Year Capital Improvement Program aligns with the Town's 2025 Strategic Plan. Mobility is the Town's #1 strategic goal. In the FY 2016-17 Proposed Budget, investment in transportation projects represent 43% of the Capital Improvement Program, followed by 36% investment in stormwater improvements, 15% in parks and beautification, and 6% for the

emergency generator at Government Center. The Capital Projects Budget for FY 2016-17 totals \$5,174,503 and projects are grouped according to the four categories as summarized below:

- **Facilities and Equipment Improvements** - Funds are allocated from public safety impact fees for the purchase and installation of an emergency generator and enclosure at Government Center (\$174,765).
- **Parks Improvements** - Parks capital improvements for FY 2016-17 total \$778,588 which includes \$128,588 in reserves that is earmarked as the Town's match should the Town be awarded the FDOT Beautification Grant that we are expecting to apply for. The budget also provides for improvements to the Mary Collins Community Center (\$155,000), Miami Lakes Optimist Park Marina and Storage Facility (\$220,000), new park furniture throughout the Town's pocket parks, and West Lake Neighborhood Reforestation (\$100,000). In addition, funds are allocated to complete the design for implementation of MLOP Master Plan (\$100,000) and to develop an inter-local agreement between the Town and City of Hialeah for the Bridge Park (\$25,000).
- **Transportation Improvements** – Revenue sources for transportation improvements include Local Option Gas Tax, an MPO Grant, Peoples' Transportation Plan (PTP 80%), Mobility Fees and a carryforward fund balance for transportation improvements, totaling \$2,240,244. This amount is appropriated for intersection improvements at Windmill Gate Road and the Palmetto (\$350,000), the roadway component of the roadway and drainage improvements at Lake Sarah (\$170,660) and the roadway component of the Hutchinson Road improvement (\$74,750), to construct a northbound right turn lane at NW 154th Street and NW 77th Court (\$130,000), and widening of NW 164th Street and NW 87th Avenue (\$18,500).

The Mobility Fee is specifically being utilized for the design of the underpass bridge NW 146th Street and the Palmetto, and NW 160th Street and the Palmetto (\$340,000), as well as the implementation of the new, state-of-the-art Adaptive Signalization Program (\$360,000) to improve traffic flow and roadway conditions on NW 154th Street. Consistent with the Mobility Fee Trust Fund section on page 12, Mobility Fees will be transferred to the Capital Fund as specific projects are ready to be designed or constructed. The Five-Year Capital Improvement Plan does not reflect any transfers from the Mobility Fee Fund in Fiscal Years 2018 through 2021 at this time. Planning staff will be working on evaluating, prioritizing and strategically planning for the implementation of the Mobility Fee eligible projects with the support of the new Senior Planner addressed on page 3.

Two TAP Grants for roadway construction totaling \$1.6M were awarded to the Town for construction work to commence in FY 2018. This budget provides for the design of these projects (\$190,000). Additionally, funds are allocated for design work of the

Complete Streets Policy and Implementation Plan (\$50,000) through the MPO grant. Partial funding in the amount of \$556,334 has been allocated for NW 59th Avenue extension that includes the Public Works Storage Yard and the Boat Yard.

- **Stormwater Improvements** – Two major and one minor stormwater projects are budgeted for FY 2016-17 totaling \$1,869,490. These include the drainage portion of the roadway and drainage projects at Lake Sarah (\$1,150,740) and Hutchinson Road (\$40,250), and the Canal Bank Stabilization project along Golden Glades and Peter’s Pike canals (\$678,500). Revenue sources for these projects include an FDEP Grant, State of Florida legislative appropriation, Stormwater Utility Fees and a carryforward fund balance for stormwater improvements.

STORMWATER UTILITY FUND

As compared to the prior year, the Town anticipates receiving an additional \$100,000 in stormwater utility fees as a result of an audit conducted by the Town, where several addresses were not being billed for stormwater. The Stormwater Budget totals \$1,628,065 and includes an appropriation to conduct lake quality assessments (\$50,000), update the Stormwater Master Plan (\$30,000), and per Resolution #16-1365, reimburse Miami-Dade County for canal dredging at NW 57th Avenue over a period of ten years (\$15,000).

FACILITIES MAINTENANCE FUND

This newly created internal service fund captures all costs associated with the operations, maintenance and repairs of the Town’s Government Center. The cost of centralized services is allocated among the General Fund’s Administration and Police Departments, and the Building Fund. The proposed budget totals \$278,469.

Conclusion

While we were able to present a structurally balanced budget with no millage increase, the potential reduction in Communications Services Tax and the open liability claim for legal fees in excess of \$2 million, leaves us with very limited flexibility in the coming year. As concluded at the Zero Based Budget Workshop, every line item in the FY 2016-17 Proposed Budget is appropriately allocated to deliver the FY 2015-16 level of service.

As we develop the implementation work plans for the 2025 Strategic Plan, in light of the operational and maintenance needs of the two new facilities (Clubhouse and Youth Center), as well as the new facilities identified in the Strategic Plan (i.e. Senior Centers and Par 3), staff is developing a Long Term Financial Plan. The objective of this financial planning exercise is to

align projected revenues over the next ten years with real cost estimates for the specific projects identified in the Plan. We hope that we can develop all the proposed capital assets and implement the 2025 Strategic Plan without having to raise the millage.

Attachment 1

TOWN OF MIAMI LAKES Changes to FY2016-17 Proposed Budget after First Reading

ACCOUNT DESCRIPTION	FY 2016-17 PROPOSED BUDGET	CHANGES AS AT FIRST READING	NET CHANGE INCREASE/ (DECREASE)	COMMENTS
GENERAL FUND				
TOTAL REVENUES			\$15,856,601	
Transfer from SRF - Other	\$25,000	\$29,400	\$4,400	Transfer in from Developer's contribution for Education to the Education Advisory Board
Total Revenues			<u>\$15,861,001</u>	
TOTAL EXPENSES				
TOTAL EXPENSES			\$15,856,601	
Education Advisory Board	\$58,300	\$58,300	\$0	Transfer from developer's contribution for education for youth and educational programs townwide (\$4,400).
Committees:				Restore Committees to their FY 2016-17 Requests
Cultural Affairs Committee	\$39,900	\$47,600	\$7,700	
Economic Development Committee	\$15,200	\$22,200	\$7,000	
Youth Activities Task Force	\$37,100	\$41,000	\$3,900	
Liability Insurance	\$220,000	\$215,326	(\$4,674)	Reduction in liability insurance
Grounds Maintenance:				Reduction in mowing cycle from 35 cycles to 32 cycles per year (\$3,175 per cycle)
Park East - Youth Center	\$17,280	\$16,485	(\$795)	
Park West - Mary Collins Comm Center	\$21,990	\$21,195	(\$795)	
Mini Parks	\$258,500	\$252,317	(\$6,183)	
PW - Green Space	\$525,000	\$523,247	(\$1,753)	Landscape areas with 35 cycles reduced to 32
Total Expenses			<u>\$15,861,001</u>	
SPECIAL REVENUE FUND				
PEOPLE'S TRANSPORTATION PLAN (PTP 80%)				
TOTAL Revenues and Expenditures			\$1,090,216	
Street Light Retrofit Program	\$0	\$365,000	\$365,000	Implementation of LED light retrofit
Transfer to Capital Projects Fund - Transportation	\$391,276	\$26,276	(\$365,000)	Reduction in transfers out
Total Revenues and Expenditures			<u>\$1,090,216</u>	
SPECIAL REVENUES - OTHER				
TOTAL Revenues and Expenditures			\$300,000	
Transfer to General Fund	\$25,000	\$29,400	\$4,400	Transfer to Education Advisory Committee for youth and educational programs townwide
Contingency for Education	\$275,000	\$270,600	(\$4,400)	Reduction in contingency
Total Revenues and Expenditures			<u>\$300,000</u>	
CAPITAL PROJECTS FUND				
TRANSPORTATION IMPROVEMENTS				
TOTAL REVENUES			\$2,240,244	
Transfer in from Special Revenue Fund - PTP 80%	\$391,276	\$26,276	(\$365,000)	Reduction in funding from PTP 80% for transportation projects
Total Revenues			<u>\$1,875,244</u>	
TOTAL EXPENDITURES			\$2,240,244	
NW 59th Avenue Extension, Boat & PW Storage Yards	\$556,334	\$191,334	(\$365,000)	Reduction in funding for 59th Avenue Extension Project
Total Expenditures			<u>\$1,875,244</u>	

Department	City	Miami Lakes Current Salary
		30,000
	Position	
Administration	Town Manager	\$189,800.00
	Assistant Town Manager	\$120,000.00
	Budget Officer	\$84,000.00
	Human Resources Specialist/ Generalist	\$38,000.00
	Assistant to Town Manager	\$61,000.00
	Procurement Specialist	\$50,000.00
	Procurement Manager	\$70,000.00
	Grants Administrator	\$68,000.00
	Receptionist	\$30,000.00
Town Clerk	Town Clerk	\$72,013.00
	Assistant to Council *(Serves as Deputy Clerk)	\$40,000.00
	Assistant to Mayor	\$35,000.00
Building	Building Official	\$125,000.00
	*Serves as Facility Manager	
	Chief Building Inspector	\$77,265.00
	Senior Building Inspector	\$72,800.00
	Building Department Administrator	\$62,000.00
	*Serves as BTR Licensing Administrator	
	*Serves as Certified Flood Plain Manager	
	Facilities Coordinator	\$40,000.00
Permit Clerk I	\$27,040.00	
Finance	Finance Director	\$125,000.00
	Controller	\$85,520.00
	Accounting Clerk	\$37,440.00
	Accounting Technician or Accountant I	\$40,000.00
Community and Leisure Services	Chief of Operations	\$122,500.00
	* Serves as Parks Director	
	Director of Outreach and Economic Dev	\$105,000.00
	*Serves as Communications Director	
	* Serves as Chief of Staff	
	Community Outreach Mgr (PIO)	Vacant
	Parks and Recreation Manager 2 (Leisure Svc)	\$60,000.00
	Parks and Recreation Manager 1 (Parks)	\$50,000.00
	Programs Coordinator	\$45,750.00
	Special Events Coordinator	\$58,384.00
	*Serves as Committee Coordinator	
	Landscape/Grounds Maint. Sup.	\$65,000.00
	Arborist	\$54,000.00
	Leisure Services Specialist (PT Rec Aide)	14,040.00
	Planning & Zoning	Director of Planning
Senior Planner		\$60,000.00
Code Compliance Supervisor		\$69,581.00
Planning/ Zoning Technician		\$38,380.00
Transportation Planning Coordinator		\$41,500.00
Zoning Official		\$48,193.00
Public Works	PW Director	\$104,535.00
	Office Specialist	\$34,320.00
	Equipment Operator I	\$25,189.00
	Equipment Operator II	\$37,814.00

- Part time
- Performs other duties in conjunction with position
- Vacant position, reflects FY17 budget
- Multiple salaries for the same position are averaged

AVERAGE	DELTA	MIN	MAX
\$201,007.67	(\$11,207.67)	\$175,000.00	\$251,934.00
\$141,407.50	(\$21,407.50)	\$120,000.00	\$168,000.00
\$92,700.00	(\$8,700.00)	\$84,000.00	\$92,700.00
\$57,335.67	(\$19,335.67)	\$38,000.00	\$76,490.00
\$60,477.13	\$522.88	\$47,486.00	\$82,162.00
\$66,790.25	(\$16,790.25)	\$50,000.00	\$70,351.00
\$80,646.00	(\$10,646.00)	\$70,000.00	\$100,000.00
\$60,448.50	\$7,551.50	\$55,897.00	\$68,000.00
\$30,113.00	(\$113.00)	\$20,800.00	\$47,316.00
\$100,865.00	(\$28,852.00)	\$69,999.00	\$140,438.00
\$48,922.25	(\$8,922.25)	\$40,000.00	\$54,267.00
\$55,655.40	(\$20,655.40)	\$35,000.00	\$72,500.00
\$120,949.25	\$4,050.75	\$79,186.00	\$165,711.00
\$88,541.17	(\$11,276.17)	\$77,265.00	\$99,157.00
\$72,962.00	(\$162.00)	\$66,818.00	\$79,268.00
\$65,514.14	(\$3,514.14)	\$48,547.00	\$83,035.00
\$64,613.33	(\$24,613.33)	\$40,000.00	\$82,037.00
\$36,399.50	(\$9,359.50)	\$27,040.00	\$47,949.00
\$127,556.20	(\$2,556.20)	\$67,558.00	\$166,974.00
\$94,690.00	(\$9,170.00)	\$80,412.00	\$108,968.00
\$39,472.50	(\$2,032.50)	\$37,440.00	\$40,587.00
\$47,790.25	(\$7,790.25)	\$40,000.00	\$62,850.00
\$164,000.00	(\$41,500.00)	\$122,500.00	\$164,000.00
\$118,979.75		\$99,754.00	\$167,614.00
\$116,286.33	(\$11,286.33)	\$85,000.00	\$140,545.00
\$90,396.00			
\$72,500.00			
\$58,988.20		\$52,000.00	\$65,000.00
\$62,529.00	(\$2,529.00)	\$50,680.00	\$80,376.00
\$60,746.60	(\$10,746.60)	\$50,000.00	\$80,376.00
\$44,774.57	\$975.43	\$39,654.00	\$53,233.00
\$52,874.17	\$5,509.83	\$39,110.00	\$63,378.00
\$69,363.33	(\$4,363.33)	\$46,550.00	\$95,000.00
\$11,527.00	\$2,513.00	\$9,443.00	\$14,040.00
\$107,242.00	(\$12,242.00)	\$88,623.00	\$135,959.00
\$75,762.50	(\$15,762.50)	\$60,000.00	\$81,158.00
\$62,511.83	\$7,069.17	\$43,020.00	\$76,691.00
\$48,277.00	(\$9,897.00)	\$38,380.00	\$62,434.00
\$46,454.33	(\$4,954.33)	\$33,866.00	\$56,818.00
\$72,789.50	(\$24,596.50)	\$48,193.00	\$77,407.00
\$121,225.13	(\$16,690.13)	\$99,574.00	\$158,875.00
\$35,139.67	(\$819.67)	\$30,000.00	\$38,584.00
\$36,610.00	(\$11,421.00)	\$25,189.00	\$41,227.00
\$41,284.50	(\$3,470.50)	\$36,508.00	\$46,061.00
Total	(359,190)		

ORDINANCE NO. 2016-_____

AN ORDINANCE OF THE TOWN OF MIAMI LAKES, FLORIDA, APPROVING AND ADOPTING THE BUDGET FOR THE TOWN OF MIAMI LAKES FOR FISCAL YEAR 2016-17; PROVIDING FOR EXPENDITURE OF FUNDS; PROVIDING FOR AMENDMENTS; PROVIDING FOR CARRYOVER OF FUNDS; PROVIDING FOR THE INCORPORATION OF THE ADOPTED CAPITAL BUDGET AS THE CAPITAL IMPROVEMENT ELEMENT OF THE COMPREHENSIVE PLAN; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Miami Lakes (the “Town”) is a municipality located in Miami-Dade County, Florida; and

WHEREAS, public hearings as required by Section 200.065, Florida Statutes were held by the Town on Tuesday, September 6, 2016 at 5:01 P.M., and Monday, September 20, 2016 at 6:00 P.M. at Miami Lakes Government Center, 6601 Main Street, Miami Lakes, Florida 33014; and

WHEREAS, the amount of funds available from taxation and other non-ad valorem revenues equals the total appropriations for expenditures and reserves.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF MIAMI LAKES, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The foregoing recitals are true and correct and are incorporated herein by this reference.

Section 2. Budget Adoption. The Budget for Fiscal Year 2016-17 (the “Budget”), a copy of which is attached hereto as Exhibit “A” is approved and adopted and shall become effective on October 1, 2016.

Section 3. Expenditure of Funds. The Town Manager or his/her designee is authorized to expend or contract for expenditures such funds as are necessary for the operation of the Town government in accordance with the Budget. The Town Manager may transfer any unencumbered line item allocation of funds, or any portion thereof, to another line item classification within the same department, said transfers not to exceed \$700 total per month provided that the Town Manager shall report such transfers to the Town Council at the next regular Town Council meeting. The Committees may not transfer any unencumbered allocation of funds in excess of \$700 from

inside those Committees budget line items, which are listed in Exhibit “A” of this ordinance. Any transfers of less than \$700 shall be reported to the Town Manager within 7 business days. Any request for a transfer in excess of \$700 must be approved by the Town Council, except that transfers for charitable donations accepted by the Town for a specific purpose shall be exempt from this requirement. The permitted maximum amount transferable by the Town Manager may be adjusted by subsequent resolution.

Section 4. Amendments. Upon the passage and adoption of the Budget, if the Town Council determines that a department, category total, or fund will exceed its original allocation, the Town Council is authorized to modify any department, category total or line item of the Budget by resolution so long as the modification does not exceed the Town’s total budgeted funds for the Fiscal Year 2016-17.

Section 5. Carryover of Funds. Funds from the Town’s Fiscal Year 2015-16 Budget, not expended during the current Fiscal Year 2015-16, may be used and expended during the Fiscal Year 2016-17.

Section 6. Capital Improvement Element. Upon the adoption of the Capital Projects Fund Budget, the Capital Improvement Element of the Town’s Comprehensive Plan is hereby updated to reflect FY 2016-17 Five Year Capital Project Allocations.

Section 7. Conflicts. All sections or parts of sections of the Town Code that conflict with this Ordinance are repealed to the extent of such conflict.

Section 8. Severability. The provisions of this Ordinance are declared to be severable and if any section, subsection, sentence, clause, provision or phrase of this Ordinance shall for any reason be held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining sections, sentences, clauses, and phrases of this Ordinance, but they shall remain in effect, it being the legislative intent that this Ordinance shall stand notwithstanding the invalidity of any part.

Section 9. Effective date. This Ordinance shall be effective upon adoption on second reading.

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FIRST READING

The foregoing ordinance was offered by Mayor Pizzi who moved its adoption on first reading. The motion was seconded by Councilmember Lama and upon being put to a vote, the vote was as follows:

Mayor Michael A. Pizzi, Jr.	Yes
Vice Mayor Tim Daubert	Yes
Councilmember Manny Cid	Yes
Councilmember Tony Lama	Yes
Councilmember Ceasar Mestre	Yes
Councilmember Frank Mingo	Yes
Councilmember Nelson Rodriguez	Yes

Passed and adopted on first reading this 6th day of September, 2016.

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SECOND READING

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

- Mayor Michael A. Pizzi, Jr. _____
- Vice Mayor Tim Daubert _____
- Councilmember Manny Cid _____
- Councilmember Tony Lama _____
- Councilmember Ceasar Mestre _____
- Councilmember Frank Mingo _____
- Councilmember Nelson Rodriguez _____

Passed and adopted on second reading this 20th day of September, 2016.

Michael A. Pizzi, Jr.
MAYOR

Attest:

Gina Inguanzo
TOWN CLERK

Approved as to form and legal sufficiency:

Raul Gastesi, Jr.
Gastesi & Associates, P.A.
TOWN ATTORNEY

EXHIBIT “A”

**TOWN OF MIAMI LAKES
FY2016-2017 PROPOSED BUDGET
GENERAL FUND REVENUES**

ACCOUNT NAME/DESCRIPTION	FY2012-13 ACTUALS	FY2013-14 ACTUALS	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 PROPOSED BUDGET	Comments
Ad Valorem Taxes							
Current Ad Valorem Taxes	\$ 5,178,757	\$ 5,196,249	\$ 5,316,371	\$ 6,013,000	\$ 5,558,034	\$ 6,278,000.40	Based on tax roll of \$2.810 billion at the current tax rate of 2.3518 @95%
Current Ad Valorem Taxes - Pers. Prop.	-	290,891	381,413	-	361,816	-	Included in estimate above
Delinquent Ad Valorem Taxes	253,576	38,095	87,067	-	18,920	-	
Sub-total: Taxes	\$ 5,432,333	\$ 5,525,235	\$ 5,784,851	\$ 6,013,000	\$ 5,938,769	\$ 6,278,000	
Franchise Fees							
Franchise Fees - Electricity	\$ 1,550,625	\$ 1,147,889	\$ 1,160,066	\$ 1,250,000	\$ 1,179,362	\$ 1,200,000	Based on FY 16 Projected Revenues
Sub-total: Franchise Fees	\$ 1,550,625	\$ 1,147,889	\$ 1,160,066	\$ 1,250,000	\$ 1,179,362	\$ 1,200,000	
Utility Service Tax							
Utility Service Tax - Electricity	\$ 2,271,815	\$ 2,475,069	\$ 2,428,555	\$ 2,375,000	\$ 2,468,101	\$ 2,480,000	Net of Debt Service Payment of \$370,000
Utility Service Tax - Water	295,378	354,667	376,328	360,000	381,247	400,000	Based on prior year's trends
Utility Service Tax - Gas	52,270	50,696	51,853	45,000	69,450	70,000	Based on prior year's trends
Sub-total: Utility Services Tax	\$ 2,619,463	\$ 2,880,433	\$ 2,856,736	\$ 2,780,000	\$ 2,918,799	\$ 2,950,000	
Intergovernmental Revenues							
Communications Service Tax	\$ 1,366,853	\$ 1,937,765	\$ 1,377,736	\$ 1,375,000	\$ 1,300,719	\$ 1,251,551	Based on state revenue estimates. Reduction due to settlement with ATT.
State Revenue Sharing	731,068	749,003	774,633	851,642	775,823	825,000	Pending state revenue estimates
Alcoholic Beverage License	17,317	12,951	13,101	12,500	18,804	18,000	Based on prior year's trends
Grants - Byrne Grant	3,858	3,392	-	7,909	7,909	3,600	Pending grant agreement with County
Grants - VARIOUS	23,563	2,500	9,216	40,500	40,500	-	FY16 MDC Grant for Senior Classes (\$28,000) and Neat Streets (\$12,500)
Half-cent Sales Tax	2,011,821	2,106,274	2,240,592	2,318,550	2,327,563	2,400,000	Based on state revenue estimates
Sub-total: Intergovernmental	\$ 4,154,480	\$ 4,811,885	\$ 4,415,277	\$ 4,606,101	\$ 4,471,318	\$ 4,498,151	

**TOWN OF MIAMI LAKES
FY2016-2017 PROPOSED BUDGET
GENERAL FUND REVENUES**

ACCOUNT NAME/DESCRIPTION	FY2012-13 ACTUALS	FY2013-14 ACTUALS	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 PROPOSED BUDGET	Comments
Permits & Fees							
Building Permits - Technology Fee	\$ 72,885	\$ 91,460	\$ 97,547	\$ 85,000	\$ 138,658	\$ -	Moved to Building Fund
Building Permits - Lost Plans	2,558	4,910	7,916	5,500	8,000	-	Moved to Building Fund
Building Permits	703,116	845,984	772,659	1,000,000	1,000,000	-	Moved to Building Fund
Building Permits - Violation Fee	17,334	87,178	39,457	65,000	60,000	-	Moved to Building Fund
<u>Building Department Revenues:</u>	795,893	1,029,532	917,580	1,155,500	1,206,658	-	
Local Business Licenses: TOML	100,421	110,831	119,153	110,000	106,187	110,000	Based on prior year's trends
Local Business Licenses: County	18,337	34,068	33,472	20,000	36,881	37,000	Based on prior year's trends
Alarm Registration Fee	11,980	20,990	3,485	-	-	-	Renewal was eliminated
False Alarm Fees	59,183	184,784	63,445	60,000	82,748	65,000	Based on prior year's trends
Zoning Hearings	5,600	9,550	15,900	11,000	18,050	16,000	Based on prior year's trends
Administrative Site Plan Review	1,050	1,950	700	1,700	1,375	1,500	Based on prior year's trends
Zoning Letters	2,290	5,900	1,900	4,500	3,875	3,000	Based on prior year's trends
Zoning Fees	51,021	45,695	111,351	56,000	76,458	134,750	Expected increase in activity due to Development
Staff Costs	1,848	2,832	6,503	1,500	1,783	1,500	Based on prior year's trends
Fine Violation Interest	26,528	12,048	13,359	6,000	16,723	15,000	Based on prior year's trends
Administrative Variances	25	25	25	-	350	-	Based on prior year's trends
<u>Planning Department Revenues:</u>	278,283	428,673	369,293	270,700	344,431	383,750	
Public Works Permits	12,388	9,644	25,148	25,000	32,268	35,000	Based on prior year's trends
Sub-total: Permits & Fees	\$ 1,086,564	\$ 1,467,849	\$ 1,312,020	\$ 1,451,200	\$ 1,583,357	\$ 418,750	

**TOWN OF MIAMI LAKES
FY2016-2017 PROPOSED BUDGET
GENERAL FUND REVENUES**

ACCOUNT NAME/DESCRIPTION	FY2012-13 ACTUALS	FY2013-14 ACTUALS	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 PROPOSED BUDGET	Comments
Fines & Forfeitures							
Police Forfeitures	\$ 10,051	\$ -	\$ -	\$ -	\$ -	\$ -	
Police Traffic Fines	43,268	50,078	35,499	60,000	38,163	40,000	Based on prior year's trends
Police - L.E.T.F.	(34,086)	-	-	4,800	3,684	3,500	Based on prior year's trends
Public School Crossing Guards	33,249	27,071	35,938	32,000	35,391	35,000	Based on prior year's trends
Code Violation Fines	134,145	166,913	75,447	50,000	107,071	75,000	Based on prior year's trends
Lien Amnesty	-	-	145,811	36,909	67,329	-	Payments during first quarter of FY 16
Police Parking Fines	23,390	16,504	19,770	20,000	16,365	20,000	Based on prior year's trends
Sub-total: Fines & Forfeitures	\$ 210,017	\$ 260,566	\$ 312,465	\$ 203,709	\$ 268,002	\$ 173,500	
Miscellaneous Revenues							
Interest Income	\$ 23,629	\$ 51,251	\$ 34,453	\$ 50,000	\$ 55,236	\$ 35,000	Interest earnings allocated by fund type, expected total \$100,000
Other Charges & Fees - Clerk's	2,888	5,571	3,243	2,000	2,719	2,000	Based on prior year's trends
Lobbyist Registration	-	2,625	875	2,000	2,875	2,000	Based on prior year's trends
Park - Services & Rental Fees	11,703	43,139	83,422	60,000	54,485	60,000	Based on first year estimate
Revenue Sharing Programs	-	-	1,602	30,000	20,000	40,000	Per revenue sharing agreement with provider
Lien Inquiry Letters	15,550	15,920	38,020	36,000	26,900	36,000	Reduction due to termination of Lien Amnesty Program at the end of FY16 first quarter.
Division of Forestry Tree Grant	-	10,750	-	-	-	-	
FDOT - Landscape Maintenance	5,784	5,784	5,784	6,000	5,784	5,784	Pursuant to State agreement
Contributions and Donations	-	9,634	24,309	1,880,777	1,881,339	16,000	Donations for State of the Town Address (\$6,000) and for various Committee/programs (\$10,000). FY16 includes reimbursement from Developer (\$1.8M) and donations for 15Yr Anniv (\$23,750), and various Town events and programs
Insurance Claims	-	12,323	56,925	-	862	-	FY2015 insurance reimbursement
Miscellaneous Revenues - Other	4,966	10,622	4,397	12,000	10,285	5,000	Based on prior year's trends
Sub-total: Miscellaneous Revenues	\$ 64,520	\$ 167,619	\$ 253,029	\$ 2,078,777	\$ 2,060,485	\$ 201,784	

**TOWN OF MIAMI LAKES
FY2016-2017 PROPOSED BUDGET
GENERAL FUND REVENUES**

ACCOUNT NAME/DESCRIPTION	FY2012-13 ACTUALS	FY2013-14 ACTUALS	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 PROPOSED BUDGET	Comments
Interfund & Equity Transfers							
Interfund transfer from Road 13 to Debt	\$ -	\$ -	\$ 15,161	\$ -	\$ -	\$ -	
Prior Year Carry Over Funds	-	-	-	1,204,340	1,204,340	-	FY16 includes carryover funds for insurance premium (\$50,000), Legal Fees (\$250,000), FEMA reimbursement (\$747,000), Miscellaneous projects (\$82,340) and Special Election Mail-Ballot (\$75,000)
Interfund transfers from Special Revenue Fund	-	-	-	-	-	29,400	Transfer from Developer's Contribution for Education to Education Advisory Board for activities at Bob Graham and Barbara Coleman schools
Interfund transfers from Capital Projects	-	-	-	-	-	111,416	Reversal of carryforward funding for generator and enclosure back to the General Fund.
Interfund transfers from Electric Utility	1,550	-	-	-	-	-	
Appropriation from RESERVED Fund Balance	-	-	-	300,000	300,000	-	Litigation reserves
Sub-total: Contributions	\$ 1,550	\$ -	\$ 15,161	\$ 1,504,340	\$ 1,504,340	\$ 140,816	
Total Income: General Fund	\$ 15,119,552	\$ 16,261,476	\$ 16,109,606	\$ 19,887,127	\$ 19,924,432	\$ 15,861,001	

**TOWN OF MIAMI LAKES
FY2016-2017 PROPOSED BUDGET**

GENERAL FUND

Departmental Expenditure by Line Item

ACCOUNT NAME/DESCRIPTION	FY2012-13 ACTUALS	FY2013-14 ACTUALS	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 PROPOSED BUDGET	COMMENTS
GENERAL FUND EXPENDITURES							
TOWN COUNCIL AND MAYOR							
EXECUTIVE SALARIES- MAYOR	\$18,069	\$18,069	\$45,916	\$18,000	\$18,000	18,000	Current Salary and Wages
REGULAR SALARIES	\$135,786	\$94,245	\$103,245	\$92,500	\$76,260	80,000	Includes Administrative Assistant to Mayor, Administrative Assistant to Town Council
PAYROLL TAXES	\$17,793	\$13,398	\$19,502	\$15,441	\$13,214	13,500	Calculated based on 7.65% of salary
FRS CONTRIBUTIONS	\$8,367	\$6,160	\$8,154	\$6,049	\$6,370	7,370	Rate increase from 7.26% to 7.52% thru Jul '17
HEALTH & LIFE INSURANCE	\$89,392	\$67,816	\$62,855	\$82,554	\$64,788	77,843	Includes medical, dental, vision and life for Town Council, Assistant to Mayor and Assistant to Council
HEALTH INSURANCE MAYOR	\$7,188	\$11,763	\$7,590	\$8,741	\$8,715	10,023	Includes medical, dental, vision for Mayor
WIRELESS STIPEND	\$1,292	\$881	\$957	\$960	\$960	960	Stipend for Mayor's assistant and Council assistant (\$40/month, each)
TRAVEL & PER DIEM	\$6,475	\$12,132	\$13,853	\$12,000	\$12,000	10,500	Transportation, hotel accommodation and meals for Mayor/Council attendance to conferences
CAR ALLOWANCE -MAYOR	\$7,389	\$7,228	\$20,322	\$7,200	\$7,200	7,200	Allowance of \$600/mo
CAR ALLOWANCE -COUNCIL	\$35,022	\$36,009	\$36,139	\$36,000	\$36,000	36,000	Allowance of \$500/mo each
EXP ALLOWANCE MAYOR & COUNCIL	\$45,856	\$47,061	\$60,314	\$48,146	\$48,772	50,000	Adjusted by CPI (1.3%) as per Charter
CELL PHONES	\$7,170	\$6,339	\$5,998	\$6,720	\$6,278	6,720	Data plan 7 iPads \$40/mth, 7 cell phones \$40/mth
PRINTING & BINDING	\$2,651	\$420	\$115	\$1,000	\$1,000	1,000	Business cards for Mayor & Councilmembers
STATE OF TOWN ADDRESS	\$1,580	\$0	\$0	\$5,500	\$5,500	6,000	Donations anticipated to offset State of the Town Address expenses.
TOY DRIVE	\$0	\$0	\$0	\$1,000	\$1,025	0	FY16 Expenses offset by donations
COUNCIL DISCRETIONARY FUND	\$2,333	\$465	\$164	\$2,000	\$2,000	2,000	Misc discretionary activities as approved by Council
CHARTER COMMITTEE SUPP MISC EXP	\$0	\$0	\$0	\$2,500	\$1,750	0	FY16 Misc expenses for Charter Review
COUNCIL UNIFORMS	\$1,513	\$909	\$345	\$360	\$476	360	Includes 1 shirt @ \$40 each
MEETING SET UP	\$4,332	\$1,708	\$212	\$300	\$360	300	Miscellaneous set-up costs for meetings
COUNCIL AWARDS	\$2,268	\$138	\$2,604	\$1,250	\$300	1,250	Includes awards, proclamations and framing
MEMBERSHIPS SUBSCRIPTIONS	\$4,559	\$12,730	\$14,591	\$15,200	\$15,402	7,300	Florida League of Cities (\$3,400), MDC League of Cities (\$3,100), US Conference of Mayors (\$3,500), National League of Cities (\$2,000), MDC Installation Gala (\$2,000), Florida League of Mayors (\$700), and MDC Monthly Meetings (\$1,200)
EDUCATION & TRAINING	\$4,075	\$6,405	\$9,845	\$7,800	\$7,800	7,800	Registration at conferences and training including US Conference of Mayors, Florida League of Cities Annual Conference, National League of Cities Leadership Summit and Congressional City Conference, MDC League of Cities Best Practices Meeting, ETC
SMALL EQUIPMENT	\$0	\$0	\$0	\$0	\$827	0	FY16 iPads for Mayor & Council
MAYOR HOLIDAY PARTY DONATION	\$54	\$0	\$0	\$0	\$0	0	-
TOTAL TOWN COUNCIL EXPENDITURES:	\$427,733	\$354,820	\$412,723	\$371,220	\$334,997	344,126	

**TOWN OF MIAMI LAKES
FY2016-2017 PROPOSED BUDGET**

GENERAL FUND

Departmental Expenditure by Line Item

ACCOUNT NAME/DESCRIPTION	FY2012-13 ACTUALS	FY2013-14 ACTUALS	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 PROPOSED BUDGET	COMMENTS
TOWN CLERK							
REGULAR SALARIES	\$72,146	\$72,283	\$109,332	\$70,000	\$70,000	70,000	Current Salary and Wages
PAYROLL TAXES	\$6,334	\$6,123	\$8,236	\$5,355	\$5,355	5,355	Calculated based on 7.65% of salary
FRS CONTRIBUTIONS	\$4,096	\$5,085	\$7,105	\$3,818	\$5,131	5,264	Rate increase from 7.26% to 7.52% thru Jul '17
HEALTH & LIFE INSURANCE	\$11,654	\$12,798	\$20,073	\$7,179	\$8,824	10,148	Includes medical, dental, vision and life
WIRELESS STIPEND	\$482	\$349	\$52	\$0	\$480	480	Cell phone allowance for Clerk
PROFESSIONAL SERVICES	\$0	\$0	\$3,414	\$10,000	\$20,000	5,000	Election consulting services as needed
TOWN CLERK AGENDA MANAGER	\$13,720	\$13,278	\$21,641	\$41,430	\$21,390	30,000	Novus Agenda support for Council Meetings (\$5,660), Webcasting (\$10,740), On demand captioning (\$3,600), additional meetings (\$7,000), Interpreter services (\$3,000)
TOWN CLERK DATA SERVICE	\$240	\$800	\$487	\$480	\$483	480	iPad data plan for Town Clerk (\$40/month)
RENTALS AND LEASES	\$2,111	\$1,713	\$1,865	\$2,025	\$2,057	2,100	Outside storage facility for Town Clerk
TOWN CLERK CODIFICATION	\$17,370	\$8,817	\$5,338	\$11,000	\$11,000	11,000	Assumes codification of one ordinance per meeting (\$1,000/ordinance)
TOWN CLERK LEGAL ADVERTISING	\$23,382	\$16,992	\$14,596	\$25,000	\$18,480	20,000	Advertisement of ordinances, budget hearings, land development code issues, and committee meetings
ADMINISTRATIVE SUPPORT	\$0	\$5,160	\$1,613	\$1,000	\$1,000	1,000	To cover for vacations
TOWN CLERK ELECTION COSTS	\$38,011	\$50,239	\$21,919	\$75,000	\$47,000	60,000	FY16 includes Special Elections Mail-Ballot. FY17 General elections for 4 seats (\$15,000) and Run-Off Elections (\$45,000)
UNIFORMS	\$0	\$0	\$34	\$40	\$40	50	Assumes one shirt per year
SOFTWARE LICENSES	\$0	\$0	\$0	\$0	\$1,860	1,920	License renewal for Public Records Request software
CLERK EDUCATION AND TRAINING	\$300	\$435	\$565	\$500	\$500	800	Florida Association of City Clerks & International Institute of Municipal Clerks memberships required to maintain certification (\$350). Notary public license for Clerk & Deputy (\$250) and Ethics Training (\$200).
TOTAL TOWN CLERK EXPENDITURES:	\$191,705	\$197,819	\$216,272	\$252,827	\$213,600	223,597	
TOWN ATTORNEY							
GENERAL LEGAL	\$241,126	\$151,410	\$150,000	\$150,000	\$150,000	150,000	Based on monthly rate \$12,500
ROUTINE LITIGATION RESERVE	\$49,979	\$107,797	\$489,965	\$85,000	\$85,000	85,000	All litigation expenses by Town Attorney
M. PIZZI LITIGATION	\$0	\$0	\$0	\$148,000	\$148,000	0	FY16 includes Town's defense for M. Pizzi reimbursement claims
CHARTER REVIEW COMMISSION	\$0	\$0	\$0	\$50,000	\$24,730	0	FY16 includes legal support for Charter Review Commission
TOTAL TOWN ATTORNEY EXPENDITURES:	\$291,105	\$259,207	\$639,965	\$433,000	\$407,730	235,000	

**TOWN OF MIAMI LAKES
FY2016-2017 PROPOSED BUDGET**

GENERAL FUND

Departmental Expenditure by Line Item

ACCOUNT NAME/DESCRIPTION	FY2012-13 ACTUALS	FY2013-14 ACTUALS	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 PROPOSED BUDGET	COMMENTS
TOWN ADMINISTRATION							
REGULAR SALARIES	\$855,362	\$807,794	\$807,017	\$912,130	\$899,366	791,126	Salaries for administrative staff
COMPENSATED ABSENCES	\$43,583	\$24,121	\$7,601	\$0	\$0	0	No FY17 budget
XFER SRF TRANSIT 5% ADM	-\$10,525	-\$10,953	-\$11,722	\$0	\$0	0	Accounted for in salaries
XFER CPF TRANSP 5% ADM	-\$42,101	-\$43,812	-\$46,888	\$0	\$0	0	Accounted for in salaries
ADM SUPPORT TO SWF	-\$32,000	\$0	-\$32,000	\$0	\$0	0	Accounted for in salaries
ADM SUPPORT TO BUILDING	-\$32,000	\$0	\$0	\$0	\$0	0	Accounted for in salaries
EMPLOYEE BONUSES/COLA	\$0	\$0	\$57,029	\$0	\$0	25,000	Two percent COLA effective April 2017
ADM OVERTIME	\$880	\$903	\$2,321	\$0	\$3,800	2,000	Overtime as needed
PAYROLL TAXES	\$63,288	\$53,856	\$57,081	\$70,180	\$68,622	70,796	Calculated based on 7.65% of salaries
FRS CONTRIBUTIONS	\$55,970	\$81,372	\$71,117	\$65,533	\$85,845	90,728	Rate increase from 7.26% to 7.52% thru Jul '17
ICMA 457 PL	\$2,554	\$8,823	\$21,120	\$18,728	\$21,512	21,512	Town Manager's benefits per agreement and drop plan
HEALTH & LIFE INSURANCE	\$114,317	\$119,286	\$69,775	\$137,870	\$114,450	149,783	Includes medical, dental, vision and life
WIRELESS STIPEND	\$991	\$114	\$622	\$960	\$820	960	Includes stipends of \$480 for 2 staff members
ADM UNEMPLOYMENT CLAIMS	\$3,439	\$825	\$7,781	\$2,000	\$10,931	2,000	Anticipated unemployment filings
PROFESSIONAL SERVICES	\$0	\$0	\$21,513	\$0	\$40,000	10,000	Funding for professional consulting services as needed
INTERGOVERNMENTAL (LOBBYIST)	\$16,909	\$32,135	\$48,000	\$48,150	\$48,150	48,000	Lobbyist services
ACCOUNTING & PAYROLL	\$9,600	\$11,922	\$15,907	\$17,000	\$21,454	23,665	Based on contract with ADP - includes upgrades for employee self service and time and attendance tracking
INDEPENDENT AUDIT	\$39,000	\$50,000	\$46,325	\$49,900	\$52,100	52,175	Regular audit including Single Audit for grant funds
ADM HEALTH SPENDING ACCT/WELLN	\$0	\$224	\$7,329	\$8,000	\$10,140	10,000	Wellness activities to reduce health care premium cost
ADM BACKGROUND CHECKS	\$1,461	\$1,315	\$1,187	\$1,500	\$1,200	1,500	Assumes same level of background checks and drug screening for new employees
ADM - TRAVEL & PER DIEM	\$8,962	\$5,821	\$2,856	\$10,000	\$7,500	10,000	Educational travel for staff development
CAR ALLOWANCE	\$6,000	\$6,001	\$6,000	\$6,000	\$6,000	6,000	Per Town Manager's contract
TELEPHONE SERVICES	\$40,517	\$9,913	\$10,420	\$9,360	\$10,384	0	Administration's allocation AT&T fax line (\$4,700) and alarm monitoring (\$1,080) and Suncom phone service (\$4,320) moved to Facilities Maintenance Fund in FY17
TELEPHONE - CELLULAR	\$1,204	\$400	\$1,774	\$1,060	\$966	580	iPad data service for Town Manager
ADM - POSTAGE & DELIVERY	\$19,886	\$14,986	\$16,512	\$19,000	\$19,000	19,000	Includes rental of postage machine & supplies (\$2,000), courier services (\$1,000) and postage (\$16,000)
ADM - UTILITIES	\$29,640	\$38,970	\$40,500	\$56,080	\$35,621	0	Includes Administration's allocation of Government Center expenses: FP&L (\$31,200) and water/sewer (\$6,600), waste removal (\$1,500). Moved to Facilities Maintenance Fund in FY17

**TOWN OF MIAMI LAKES
FY2016-2017 PROPOSED BUDGET**

GENERAL FUND

Departmental Expenditure by Line Item

ACCOUNT NAME/DESCRIPTION	FY2012-13 ACTUALS	FY2013-14 ACTUALS	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 PROPOSED BUDGET	COMMENTS
RENTALS AND LEASES	\$2,883	\$1,469	\$94	\$0	\$0	0	Storage space for finance records eliminated
ADM - COPIER LEASE	\$14,312	\$13,490	\$10,734	\$15,293	\$16,271	16,500	Rental of Toshiba copy machines and supplies
ADM - INSURANCE	\$136,507	\$158,138	\$179,835	\$230,000	\$226,239	215,326	Policy for property insurance and workers compensation.
REPAIR AND MAINT CONTRACTS	\$27,579	\$64,680	\$87,040	\$80,000	\$80,000	0	Administration's portion of Government Center: custodial (\$38,800), alarm monitoring, pest control, landscaping and A/C and other building maintenance. Moved to Facilities Maintenance Fund in FY17
ADM - PRINTING & BINDING	\$2,274	\$506	\$435	\$1,000	\$1,500	1,500	Business cards, flyers, Town maps, etc.
ADM TOWN BRANDING & STRATEGIC PLAN	\$9,230	\$23,872	\$12,606	\$67,395	\$67,395	10,000	Ongoing branding initiatives including Mailer for Strategic Plan (\$6,500), Town Guide (\$2,000) and Facebook Promo Campaign (\$1,500). FY16 includes \$50,000 to market and bring new business to the Town and \$7,394 for the production and publication of the Strategic Plan and Community Outreach
ADM ADVERTISEMENT RECRUITMENT	\$1,798	\$1,869	\$485	\$2,000	\$2,000	1,000	Advertsing of Town employment and internship opportunities
HEALTH WELLNESS/549000 OTHER CURR CHARGE!	\$0	\$2,268	\$368	\$0	\$0	0	-
CLERICAL/ADMINISTRATIVE SUPPORT	\$61,442	\$93,561	\$68,240	\$5,000	\$5,000	5,000	Temporary support to cover vacations.
INVESTMENT ADVISORY SERVICE	\$16,137	\$13,526	\$5,737	\$5,800	\$5,800	7,000	Investment Advisory services
FINANCIAL INSTITUTION FEES	\$13,052	\$24,776	\$28,461	\$7,600	\$8,728	9,000	Bank transaction fees
CREDIT CARD FEES	\$3,432	\$322	\$130	\$0	\$1,465	0	Administration's portion of credit card fees. Allocation to Admin, Building and Parks.
HURRICANE EXPENSES	\$0	\$0	\$13,266	\$2,500	\$17,570	9,160	Supplies for hurricane preparedness and generator rental for Town Hall
ADMIN LICENSES AND PERMITS	\$0	\$30	\$0	\$0	\$300	0	-
ADM - OFFICE SUPPLIES	\$29,317	\$28,301	\$28,714	\$30,000	\$30,000	30,000	Office supplies including holiday decorations
OPERATING SUPPLIES	\$0	\$13,527	\$0	\$0	\$0	0	-
UNIFORMS	\$0	\$0	\$0	\$0	\$500	600	1 shirt @ \$40/employee
NON-CAPITAL OUTLAY	\$414	\$0	\$0	\$0	\$0	0	-
ADM-BOOKS/PUBLIC/SUBSCRIP/MEM	\$9,218	\$9,279	\$4,936	\$6,500	\$6,500	5,500	Includes MDCCMA, NIGP, SEFL NIGP, GASB, FGFOA, Costco, PWDA, CQ, ICMA Retirement \$1,000 and other memberships/publications.
EDUCATION & TRAINING	\$19,323	\$11,607	\$3,699	\$10,000	\$10,000	10,000	Includes regular training and ADA & Safety Training for staff
ADM-FURNITURE/EQUIP NON-CAP	\$15,345	\$0	\$0	\$1,000	\$1,000	1,000	Miscellaneous furniture/non-capital equipment that
CAPITAL OUTLAY OTHER	\$0	\$0	\$0	\$0	\$0	0	-
UB-TOTAL ADMINISTRATION EXPENDITURES	\$1,794,761	\$1,700,594	\$1,673,955	\$1,897,539	\$1,938,126	1,656,412	

**TOWN OF MIAMI LAKES
FY2016-2017 PROPOSED BUDGET**

GENERAL FUND

Departmental Expenditure by Line Item

ACCOUNT NAME/DESCRIPTION	FY2012-13 ACTUALS	FY2013-14 ACTUALS	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 PROPOSED BUDGET	COMMENTS
INFORMATION SYSTEMS							
IT CORE SERVICE SUPPORT	\$55,965	\$110,258	\$111,300	\$110,000	\$109,200	110,000	Contract with Gomez Technology
WEB SUPPORT	\$24,709	\$6,350	\$7,924	\$8,400	\$8,400	8,400	Contract with Xomatech for hosting (\$2,400), ongoing website enhancements (\$6,000)
VOICE SUPPORT	\$21,949	\$24,752	\$25,040	\$25,000	\$29,756	25,000	Phone (VoIP) and network security contract with
DIGITAL IMAGING	\$0	\$0	\$0	\$0	\$0	0	-
INTERNET SERVICES	\$0	\$18,167	\$15,956	\$17,400	\$18,355	15,600	Primary and back up Internet service for Government Center
RENTALS AND LEASES	\$0	\$0	\$0	\$0	\$0	3,000	Co-Lo offsite storage space, bandwidth and power
TRAINING	\$0	\$4,594	\$0	\$5,000	\$0	5,000	Cyber security awareness training
INFRASTRUCTURE - IT	\$27,661	\$24,128	\$12,151	\$16,398	\$16,398	40,000	Per IT Replacement Plan - replace servers, laptops, workstations, network storage, peripherals, cabling, phones, battery back up and accessories
MACHINERY & EQUIPMENT	\$0	\$26,473	\$0	\$0	\$9,325	0	IT Master Plan Implementation - new voice PBX with video conferencing collaboration (IF-15)
TECHNOLOGY ENHANCEMENTS/SOFTWARE	\$0	\$0	\$10,750	\$22,500	\$13,175	0	FY16 restructuring of the General Ledger to meet State reporting requirements
COMPUTER SOFTWARE LICENSES	\$84,661	\$92,427	\$109,017	\$114,795	\$114,795	117,866	Annual licenses: Dell server warranty (\$13,270), financial system (\$26,500), park reservation (\$8,000), GIS (\$8,300), Document Management System (\$6,980), Citizen Response System (\$11,360), campaign reporting (\$1,400), Microsoft (\$15,500) and various network and security licenses.
SUB-TOTAL INFORMATION SYSTEMS:	\$214,945	\$307,149	\$292,138	\$319,493	\$319,403	324,866	
ADMINISTRATION - TRANSFERS							
OPERATING CONTINGENCY	\$0	\$0	\$0	\$103,263	\$0	0	FY16 reimbursement of administrative cost to service Series 2013 Construction Loan
RESERVE FOR FUTURE DONATIONS	\$0	\$0	\$0	\$10,000	\$0	10,000	Reserve for donations
TRANSFER OUT - CIP PARKS	\$295,500	\$711,587	\$170,000	\$0	\$0	100,000	Transfer to CPF-Parks for West Lake Neighborhood Reforestation
TRANSFER OUT - CIP FUND	\$0	\$38,000	\$28,000	\$0	\$0	0	Neighborhood Improvement Committee grant
TRANSFER OUT - CIP FUND	\$0	\$0	\$425,000	\$0	\$0	0	-
TRANSF -CPF/FACILITIES & EQUIP/ELEC UTIL	\$1,550	\$0	\$0	\$0	\$1,500	0	-
TRANSFER TO DEBT SERVICE FUND	\$0	\$0	\$0	\$1,548,580	\$1,549,340	0	FY16 Transfer to Debt Service Fund to pay off Series 2013 Construction Loan
TRANSFER TO SPECIAL REVENUE FUND	\$0	\$0	\$0	\$176,384	\$176,384	11,416	FY17 Transfer for Black Olive removal program. FY16 reimburses PTP 80% for debt service cost

**TOWN OF MIAMI LAKES
FY2016-2017 PROPOSED BUDGET**

GENERAL FUND

Departmental Expenditure by Line Item

ACCOUNT NAME/DESCRIPTION	FY2012-13 ACTUALS	FY2013-14 ACTUALS	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 PROPOSED BUDGET	COMMENTS
TRANSFER TO FACILITIES MAINTENANCE FUND	\$0	\$0	\$0	\$0	\$0	167,081	Administration's portion of Town Hall building expenses @ 60% of total cost
SUB-TOTAL ADMINISTRATION TRANSFERS:	\$301,505	\$752,364	\$623,000	\$1,838,227	\$1,727,223	288,497	
TOTAL ADMINISTRATION EXPENDITURES:	\$2,311,211	\$2,760,107	\$2,589,093	\$4,055,259	\$3,984,753	2,269,776	
POLICE							
POL - PATROL SERVICES	\$5,781,223	\$5,912,243	\$6,484,499	\$6,860,650	\$6,606,160	6,937,252	Increase primarily due to 28% increase in health insurance costs (\$114,000), Sheriff liability insurance (\$35,400), Fuel and vehicle maintenance (\$18,000), and other
POL - PATROL SERVICES	\$0	\$0	\$0	\$0	\$0	40,600	Assumes funding for two additional Police Officer positions effective August 1, 2017 or as funding allows
POLICE OVERTIME	\$266,297	\$219,210	\$250,557	\$304,309	\$347,222	350,000	Overtime as required. Increase in FY16 for traffic detail.
SCHOOL CROSSING GUARDS	\$87,761	\$46,546	\$0	\$0	\$0	0	-
RETRO ACTIVE SALARY & BENEFITS			\$0	\$0	\$0	176,890	PBA Settlement of 4% COLA
PROSECUTION-CRIMINAL VIOLATION	\$67	\$67	\$100	\$400	\$400	200	Ordinance violation review
POLICE TELEPHONE SVC	\$104	\$1,041	\$2,429	\$4,212	\$2,449	0	Police allocation of Suncom (\$1,950) and AT&T fire alarm monitoring (\$500) moved to Facilities Maintenance Fund in FY17
TELEPHONE- DEDICATED LINES	\$3,275	\$2,349	\$1,927	\$2,400	\$2,243	2,400	Includes 8 phones for command officers and undercover operations
POLICE UTILITIES	\$7,443	\$16,331	\$18,225	\$25,500	\$16,025	0	Includes Police allocation of FPL (\$14,040) and water/sewer (\$2,970) and waste removal (\$675). Moved to Facilities Maintenance Fund in FY17
POLICE COPIER COSTS	\$2,029	\$1,857	\$2,571	\$2,500	\$1,927	2,500	Toshiba copier lease
POLICE REPAIR & MAINTENANCE	\$1,942	\$31,572	\$40,887	\$35,000	\$35,000	0	Police's portion of Government Center: custodial (\$16,800), HVAC & software maintenance (\$4,000), landscaping (\$6,000), electrical, plumbing, handyman and misc building repairs. Moved to Facilities Maintenance Fund in FY17
VEHICLE REPAIR AND MAINTENANCE	\$0	\$0	\$819	\$1,000	\$6,500	3,000	Smart sign maintenance
POLICE - MISC. EXPENSE	\$1,921	\$1,133	\$1,281	\$500	\$500	500	Auto tag renewal and miscellaneous items as needed for public safety
POLICE OFFICE SUPPLIES	\$962	\$3,639	\$1,056	\$3,500	\$3,500	3,500	Office Supplies including business cards
OPERATING SUPPLIES	\$0	\$7,571	\$1,206	\$4,000	\$3,000	3,000	Special Department supplies including bicycles, repair parts, cameras

**TOWN OF MIAMI LAKES
FY2016-2017 PROPOSED BUDGET**

GENERAL FUND

Departmental Expenditure by Line Item

ACCOUNT NAME/DESCRIPTION	FY2012-13 ACTUALS	FY2013-14 ACTUALS	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 PROPOSED BUDGET	COMMENTS
POLICE UNIFORMS	\$942	\$4,598	\$3,700	\$5,000	\$4,000	4,000	Patches, motor wings, etc
POLICE - FUEL COSTS	\$4,053	\$1,999	\$1,237	\$2,000	\$800	1,000	Fuel as needed for transport of smart signs
POLICE CRIME PREVENT TRAIN	\$0	\$1,048	\$0	\$2,500	\$2,500	3,000	Crime prevention training - estimated registration, per diem and hotel (\$2,400) and attendance to annual Law Enforcement Awards Gala - 6 tickets @ \$100 ea.
TRANSFER TO FACILITIES MAINTENANCE FUND	\$0	\$0	\$0	\$0	\$0	75,187	Police Department portion of Town Hall building expenses @ 27% of total cost
SUB-TOTAL POLICE EXPENDITURES:	\$6,252,832	\$6,379,196	\$6,810,495	\$7,253,471	\$7,032,226	7,603,028	
SCHOOL CROSSING GUARDS							
REGULAR SALARIES	\$0	\$24,345	\$76,514	\$78,257	\$74,166	89,495	Salaries include 7 crossing guards, 1 back-up guard and a part-time supervisor
PAYROLL TAXES	\$0	\$1,751	\$4,634	\$5,987	\$5,674	6,846	Calculated based on 7.65% of salaries
FRS CONTRIBUTIONS	\$0	\$1,404	\$3,950	\$4,269	\$5,180	6,730	Rate increase from 7.26% to 7.52% thru Jul '17
WORKMAN'S COMPENSATION	\$0	\$0	\$0	\$3,019	\$2,736	3,019	Calculated based on 4.97% of salaries
OPERATING SUPPLIES	\$0	\$544	\$0	\$750	\$750	750	Includes stop signs, whistles and lanyards
UNIFORMS	\$0	\$3,538	\$2,870	\$3,060	\$2,950	3,000	Includes \$150 stipend for pants and shoes per guard (\$1,350) and \$1,650 for 3 shirts, raincoat, safety vest, light jacket and hat for 9 guards
SUB-TOTAL SCHOOL CROSSING GUARDS:	\$0	\$31,581	\$87,967	\$95,342	\$91,456	109,841	
TOTAL POLICE EXPENDITURES:	\$6,252,832	\$6,410,777	\$6,898,462	\$7,348,813	\$7,123,682	7,712,869	
PLANNING							
REGULAR SALARIES	\$347,692	\$356,589	\$318,946	\$257,961	\$258,921	95,000	Salaries for Planning Director. FY16 included Planning Technician and Zoning Official now accounted for in Building-Zoning, and Code Compliance Manager now accounted for in Code.
PAYROLL TAXES	\$27,073	\$26,057	\$27,466	\$19,734	\$19,807	7,268	Calculated based on 7.65% of salaries
FRS CONTRIBUTIONS	\$20,226	\$25,055	\$25,212	\$14,072	\$18,979	7,144	Rate increase from 7.26% to 7.52% thru Jul '17
HEALTH & LIFE INSURANCE	\$37,984	\$31,770	\$40,034	\$41,451	\$33,159	10,191	Includes medical, dental, vision and life
WIRELESS STIPEND	\$545	\$1,044	\$838	\$480	\$480	480	Wireless stipend for Town Planner
PLANNING CONSULTING	\$5,000	\$0	\$2,000	\$5,000	\$5,000	8,000	Support for review and approval of major developments, special projects or planning studies
PLANNING-SITE PLAN REVIEW	\$0	\$0	\$0	\$500	\$500	500	Outside engineering support as required
PLANNING PRINTING COSTS	\$132	\$134	\$153	\$500	\$500	500	Printing of large plans
SUB-TOTAL PLANNING:	\$448,012	\$443,348	\$419,635	\$339,698	\$337,347	129,082	

**TOWN OF MIAMI LAKES
FY2016-2017 PROPOSED BUDGET**

GENERAL FUND

Departmental Expenditure by Line Item

ACCOUNT NAME/DESCRIPTION	FY2012-13 ACTUALS	FY2013-14 ACTUALS	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 PROPOSED BUDGET	COMMENTS
CODE COMPLIANCE							
REGULAR SALARIES	\$0	\$0	\$0	\$0	\$0	69,581	Salaries for Code Compliance Manager, previously accounted for in Planning
PAYROLL TAXES	\$0	\$0	\$0	\$0	\$0	5,323	Calculated based on 7.65% of salaries
FRS CONTRIBUTIONS	\$0	\$0	\$0	\$0	\$0	5,233	Rate increase from 7.26% to 7.52% thru Jul '17
HEALTH & LIFE INSURANCE	\$0	\$0	\$0	\$0	\$0	17,582	Includes medical, dental, vision and life
SPECIAL MASTER	\$1,555	\$1,425	\$1,500	\$1,500	\$3,000	3,000	Assumes \$125 per hour/hearing, 12 hearings/year for Special Master
CONTRACT CODE ENF SER	\$230,492	\$224,970	\$170,873	\$148,000	\$148,000	148,000	Two full-time and one part-time contracted Code
PLANNING MOBILE PHONES	\$2,085	\$1,876	\$940	\$360	\$352	360	Cell phones for 3 Code Officers
ABANDONED PROPERTY MAINT	\$0	\$1,968	\$6,154	\$4,000	\$4,000	2,000	Boarding up of windows, lawn mowing and clearing of abandoned property
CODE ENF-DOCUMENT SCANNING	\$0	\$5,753	\$5,984	\$0	\$0	0	-
ALARM MONITORING PROGRAM	\$33,261	\$32,508	\$26,877	\$24,520	\$33,162	25,000	Cost of third party administration of False Alarm Reduction Program and Collection Agency to recover cost; fully offset by revenues
CODE ENF LIEN RECORDING	\$6,483	\$5,757	\$7,030	\$7,000	\$7,000	7,000	Recording of liens
REMOTE ACCESS DEVICE	\$0	\$0	\$390	\$1,980	\$966	1,000	Data plans for Code Officers field services
CODE ENFORCEMENT UNIFORMS	\$317	\$132	\$260	\$600	\$600	600	Uniforms for field personnel
EDUCATION & TRAINING	\$0	\$1,250	\$0	\$4,000	\$4,000	1,000	FACE training, GIS training and other
SUB-TOTAL CODE COMPLIANCE:	\$277,375	\$275,638	\$220,007	\$191,960	\$201,079	285,678	
TRANSIT							
DEMAND SERVICES - CONTRACT	\$64,682	\$73,009	\$85,043	\$75,000	\$86,975	75,000	Bus service (\$58,800), fuel (\$5,600) vehicle repair & maintenance (\$6,600) and storage (\$4,000)
SUB-TOTAL TRANSIT:	\$64,682	\$73,009	\$85,043	\$75,000	\$86,975	75,000	
TOTAL PLANNING, CODE COMPLIANCE & TRANSIT EXPENDITURES:	\$790,069	\$791,995	\$724,685	\$606,658	\$625,400	489,761	
QNIP							
QNIP DEBT SERVICE	\$153,423	\$153,423	\$153,423	\$153,423	\$153,423	153,423	
TOTAL QNIP EXPENDITURES:	\$153,423	\$153,423	\$153,423	\$153,423	\$153,423	153,423	

**TOWN OF MIAMI LAKES
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GENERAL FUND

Departmental Expenditure by Line Item

ACCOUNT NAME/DESCRIPTION	FY2012-13 ACTUALS	FY2013-14 ACTUALS	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 PROPOSED BUDGET	COMMENTS
BUILDING							
REGULAR SALARIES	\$605,689	\$715,655	\$734,502	\$836,564	\$745,969	0	Salaries for Building staff and Inspectors. Increase due to increase in permit activity
PAYROLL TAXES	\$47,078	\$54,218	\$55,538	\$64,303	\$57,373	0	Calculated based on 7.65% of salaries. Related payroll taxes increase
FRS CONTRIBUTIONS	\$32,257	\$48,969	\$53,307	\$47,455	\$50,133	0	Rate increase from 7.26% to 7.52% thru Jul '17
HEALTH & LIFE INSURANCE	\$71,890	\$60,525	\$79,159	\$85,960	\$88,748	0	Includes medical, dental, vision and life
WIRELESS STIPEND	\$964	\$1,281	\$1,442	\$1,440	\$1,920	0	Wireless stipend for Building Official, Chief Building Inspector and Senior Building Inspector, & Facilities Coordinator
BUILDING - PROFESSIONAL SERVICES	\$0	\$0	\$0	\$0	\$0	0	-
BLDG ELECT RECORDS STO	\$5,050	\$1,235	\$15,532	\$0	\$2,150	0	Digitization and printing of large plans
CONTRACTUAL SERVICES	\$2,016	\$0	\$0	\$420	\$420	0	Document destruction services
BUILDING CONTRACTUAL SERVICE	\$0	\$0	\$2,944	\$0	\$2,500	0	Landscaping Plans Reviewer (66 hrs @ \$75/hr)
BUILDING TRAVEL & PER DIEM	\$0	\$2,736	\$0	\$2,500	\$2,500	0	Travel to user conference for permitting system
CAR ALLOWANCE	\$12,046	\$12,095	\$18,021	\$18,000	\$18,000	0	Includes car allowance for Building Official, Chief and Senior Building Inspectors
BUILDING - TELEPHONE & FAX	\$75	\$1,395	\$2,708	\$2,028	\$1,965	0	Includes Building allocation of Suncom (\$960) and AT&T fire alarm (\$240) and fax (\$1,500)
BUILDING UTILITIES	\$4,395	\$7,852	\$8,775	\$12,250	\$7,665	0	Includes Building allocation of FPL (\$6,760), water & sewer (\$1,430) and waste removal (\$325)
BUILDING COPIER LEASE	\$1,055	\$1,215	\$1,148	\$1,345	\$1,627	0	Building's copier rental and usage
REPAIR AND MAINTENANCE CONTRACTS	\$663	\$14,437	\$18,818	\$18,000	\$18,000	0	Building's portion of Government Center: custodial (\$8,280), alarm monitoring, pest, landscaping, A/C and misc building repairs. Moved to Facilities Maintenance Fund in FY17
CONTINGENCY	\$0	\$0	\$0	\$34,419	\$0	0	Reserve for additional expenses related to increase in permit activity
SOFTWARE MAINTENANCE	\$45,321	\$30,125	\$57,799	\$28,924	\$30,924	0	Includes annual license & support for ITRAKit permitting system (\$33,336) and AutoCAD system (\$700)
PRINTING & BINDING	\$0	\$0	\$0	\$600	\$600	0	Business cards
FINANCIAL INSTITUTION FEES	\$0	\$0	\$0	\$19,800	\$23,712	0	Includes bank transaction fees
BUILDING - REMOTE ACCESS DEVIC	\$0	\$0	\$4,803	\$7,680	\$5,727	0	Cell phones and data plans for inspector field devices. Floater Ipad (\$480) data plan used for credit card payments.
BUILDING OFFICE SUPPLIES	\$1,066	\$5,259	\$654	\$1,080	\$2,500	0	Office supplies including copy paper
BUILDING UNIFORMS & BADGES	\$767	\$0	\$2,153	\$2,800	\$2,200	0	Includes 1 shirt for office staff and 5 shirts for field staff with name and Town logo, raincoats

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Departmental Expenditure by Line Item

ACCOUNT NAME/DESCRIPTION	FY2012-13 ACTUALS	FY2013-14 ACTUALS	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 PROPOSED BUDGET	COMMENTS
NON CAP	\$10,911	\$0	\$16,448	\$0	\$0	0	-
MACH & EQUIP	\$12,813	\$0	\$0	\$0	\$1,430	0	IPADS for new Building Inspectors (4 @ \$625 each) due to increased building activity
SUB-TOTAL BUILDING EXPENDITURES:	\$907,721	\$960,710	\$1,073,750	\$1,185,568	\$1,066,062	0	
ZONING							
REGULAR SALARIES	\$0	\$0	\$0	\$0	\$0	93,380	Salaries for Zoning staff - Planning Technician and Zoning Official. Previously accounted for in Planning in FY16.
PAYROLL TAXES	\$0	\$0	\$0	\$0	\$0	7,144	Calculated based on 7.65% of salaries.
FRS CONTRIBUTIONS	\$0	\$0	\$0	\$0	\$0	7,022	Rate increase from 7.26% to 7.52% thru Jul '17
HEALTH & LIFE INSURANCE	\$0	\$0	\$0	\$0	\$0	10,359	Includes medical, dental, vision and life
WIRELESS STIPEND	\$0	\$0	\$0	\$0	\$0	0	
SUB-TOTAL ZONING EXPENDITURES	\$0	\$0	\$0	\$0	\$0	117,905	
TOTAL BUILDING & ZONING EXPENDITURES:	\$907,721	\$960,710	\$1,073,750	\$1,185,568	\$1,066,062	117,905	

PARKS - COMMUNITY SERVICES

REGULAR SALARIES	\$426,987	\$512,561	\$507,223	\$605,148	\$648,390	339,950	Department restructured in FY17 to separate Parks and Community Engagement and Outreach
OVERTIME	\$2,438	\$1,601	\$152	\$1,000	\$1,000	1,000	For hourly employee overtime required to support events and activities
PAYROLL TAXES	\$33,002	\$39,323	\$41,847	\$42,584	\$49,391	25,796	Calculated based on 7.65% of salaries
FRS CONTRIBUTIONS	\$23,499	\$35,644	\$38,550	\$30,511	\$47,006	25,564	Rate increase from 7.26% to 7.52% thru Jul '17
HEALTH & LIFE INSURANCE	\$72,215	\$72,582	\$76,771	\$94,536	\$109,126	68,333	Includes medical, dental, vision and life
WIRELESS STIPEND	\$2,907	\$3,554	\$3,308	\$3,840	\$4,541	2,400	Stipend for Chief Operations Director, Arborist, and 3 field operations employees
PROFESSIONAL SERVICES	\$0	\$37,710	\$141,511	\$78,000	\$78,000	0	Arborist converted to full-time in FY16 and Business Operations Supervisor converted to full-time status in FY17
DIGITAL IMAGING	\$0	\$1,959	\$0	\$250	\$0	0	eReader replacement units
MILEAGE REIMB	\$2,087	\$1,327	\$367	\$0	\$0	0	Savings due to availability of Town vehicles for staff to use
VEHICLE REPAIR & MAINTENANCE	\$0	\$0	\$1,774	\$3,000	\$3,000	4,000	Maintenance and repairs of 4 vehicles
PRINTING EXPENSE	\$1,175	\$357	\$70	\$1,500	\$0	1,500	Savings due to digital marketing campaigns
FINANCIAL INSTITUTION FEES	\$0	\$0	\$0	\$2,600	\$3,190	0	Includes credit card transaction fees and bank fees for Parks
CREDIT CARD FEES	\$0	\$0	\$0	\$0	\$0	3,500	Includes credit card transaction fees for Parks
MISCELLANEOUS	\$854	\$0	\$169	\$200	\$543	600	Property taxes for Palm Springs N, Sec A (\$200) and Royal Oaks Security Guard Gate (\$400)
PARKS - PERMIT FEES	\$500	\$650	-\$125	\$800	\$0	500	Permits from MDC as needed

**TOWN OF MIAMI LAKES
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Departmental Expenditure by Line Item

ACCOUNT NAME/DESCRIPTION	FY2012-13 ACTUALS	FY2013-14 ACTUALS	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 PROPOSED BUDGET	COMMENTS
COACHES BACKGROUND CK	\$5,526	\$5,220	\$4,035	\$5,600	\$5,600	5,600	Background checks for all program coaches, instructors and volunteers
CHECK CERTIFICATION CLINIC	\$2,980	\$1,675	\$2,460	\$2,500	\$2,500	2,500	Certification provided by National Alliance of Youth Coaches
VEHICLE FUEL	\$6,811	\$5,336	\$3,641	\$5,000	\$4,079	5,000	Fuel, oil for 4 CLS vehicles
CAPITAL OUTLAY	\$0	\$0	\$0	\$0	\$0	0	-
SUB-TOTAL COMMUNITY SERVICES:	\$589,052	\$733,228	\$821,752	\$877,069	\$956,367	486,243	
ROYAL OAKS PARK							
ROYAL OAKS PARK TELECOMMUNICATIONS	\$0	\$0	\$0	\$11,400	\$9,158	11,400	Phones (\$9,000), fire and burglar alarm (\$2,400)
ROYAL OAKS PARK UTILITIES	\$92,343	\$94,846	\$101,186	\$93,880	\$87,936	90,880	FPL (\$73,000), water and sewer (\$3,000) and waste removal (\$14,880)
ROP MAINTENANCE CONTRACT	\$252,027	\$333,009	\$356,292	\$325,500	\$324,846	358,050	Grounds Maintenance Contract (\$291,500); Janitorial pending contract (\$66,550)
ROP REPAIRS & MAINTENANCE (GROUNDS)	\$53,545	\$75,891	\$43,637	\$65,000	\$56,800	65,000	General grounds repairs including irrigation, sod, electrical, plumbing and field equipment
ROP OPERATING COSTS (FACILITY)	\$12,247	\$39,031	\$52,210	\$23,500	\$23,500	36,500	Facility repairs (\$13,500) including pest control, electrical, plumbing, and handyman services (\$10,000), replace floor tiles (\$4,000), repair and sound dampen partitions (\$9,000)
ROP-FUR & EQUIP / NON CAP	\$1,877	\$0	\$0	\$0	\$0	5,000	Non-capital outlay replacement
INFRASTRUCTURE	\$0	\$0	\$0	\$0	\$8,200	0	FY16 include park signage
ROYAL OAKS PARK IMPROV	\$3,843	\$642	\$24,788	\$0	\$0	0	Facility and Grounds improvements
SUB-TOTAL ROYAL OAKS PARK:	\$415,882	\$543,419	\$578,113	\$519,280	\$510,440	566,830	
PARK EAST YOUTH CENTER							
SALARIES	\$0	\$0	\$0	\$0	\$0	30,000	Current salary and wages
PAYROLL TAXES	\$0	\$0	\$0	\$0	\$0	2,295	Calculated based on 7.65% of salary
FRS RETIREMENT CONTRIBUTION	\$0	\$0	\$0	\$0	\$0	2,256	Rate increase from 7.26% to 7.52% thru Jul '17
HEALTH & LIFE INSURANCE	\$0	\$0	\$0	\$0	\$0	10,191	Includes medical, dental, vision and life
JANITORIAL	\$0	\$0	\$0	\$38,880	\$31,228	30,600	Janitorial service
TELECOMMUNICATIONS	\$0	\$0	\$0	\$1,632	\$2,661	2,960	Phones, fire and burglar alarm
UTILITIES	\$0	\$0	\$0	\$42,600	\$14,911	18,000	FPL (\$9,200), water and sewer (\$4,000) and waste removal (\$4,800)
MAINTENANCE CONTRACT	\$0	\$0	\$0	\$7,120	\$13,120	16,485	Base grounds contract (\$16,365) and Orange Pest Control (\$120)
REPAIRS & MAINTENANCE (GROUNDS)	\$0	\$0	\$0	\$5,000	\$5,000	5,000	General grounds repairs including irrigation, sod and landscape repairs
OPERATING COSTS (FACILITY)	\$0	\$0	\$6	\$12,500	\$12,500	12,500	Operating costs for facility handyman/general repairs (\$7,500), Electrical (\$2,500), Plumbing (\$2,500)

**TOWN OF MIAMI LAKES
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GENERAL FUND

Departmental Expenditure by Line Item

ACCOUNT NAME/DESCRIPTION	FY2012-13 ACTUALS	FY2013-14 ACTUALS	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 PROPOSED BUDGET	COMMENTS
MISCELLANEOUS EXPENSE	\$0	\$0	\$0	\$0	\$2,664	0	-
PARKS IMPROVEMENT / NON CAP	\$0	\$0	\$0	\$5,000	\$5,000	5,000	Facility and Grounds improvements
SUB-TOTAL PARK EAST YOUTH CENTER:	\$0	\$0	\$6	\$112,732	\$87,083	135,287	
PARK WEST - MARY COLLINS COMMUNITY CENTER							
JANITORIAL	\$7,709	\$21,297	\$39,180	\$38,880	\$38,880	42,768	Contract for janitorial services
TELECOMMUNICATIONS	\$0	\$0	\$0	\$1,632	\$1,926	2,000	Phones fire and burglar alarm
UTILITIES	\$51,572	\$41,054	\$48,158	\$22,100	\$21,970	22,100	FPL, waste, water and sewer
REPAIR & MAINTENANCE CONTRACT	\$155,627	\$58,523	\$53,400	\$20,100	\$20,100	21,195	Base grounds contract (\$20,985) and Orange Pest control (\$210)
REPAIR AND MAINTENANCE (GROUNDS)	\$177,171	\$238,895	\$256,897	\$7,500	\$7,500	7,500	General grounds repair, irrigation, sod, landscaping and maintenance, handyman services
REPAIR AND MAINTENANCE (FACILITY)	\$0	\$0	\$212	\$27,000	\$27,000	27,000	General facility, MEPs, HVAC repairs, Electrical, handyman services
PARKS IMP - OPERATING	\$11,735	\$63,936	\$54,525	\$20,000	\$20,000	20,000	Grounds improvement including irrigation, landscaping and sod
INFRASTRUCTURE	\$0	\$0	\$0	\$0	\$16,000	0	FY16 include park signage
PARKS - CAP OUTLAY	\$22,353	\$34,723	\$7,146	\$20,000	\$4,000	0	-
SUB-TOTAL MINI PARK - WEST:	\$426,167	\$458,428	\$459,518	\$157,212	\$157,376	142,563	
MIAMI LAKES OPTIMIST PARK							
MIAMI LAKES OPTIMIST TELECOMMUNICATIONS	\$0	\$0	\$0	\$11,025	\$8,300	11,025	Phones fire and burglar alarm
MIAMI LAKES OPTIMIST UTILITIES	\$110,214	\$90,072	\$117,636	\$132,300	\$112,897	132,300	FPL, waste, water and sewer.
MIAMI LAKES OPTIMIST PARK MAINTENANCE	\$427,036	\$475,738	\$497,777	\$499,000	\$496,504	499,900	Contract with Brightview (\$499,900) including janitorial and pressure cleaning of dock
REPAIRS AND MAINTENANCE (GROUNDS)	\$0	\$0	\$0	\$32,000	\$32,000	36,000	General grounds repairs including, irrigation, sod, electrical, plumbing and handyman services
REPAIRS AND MAINTENANCE (FACILITY)	\$0	\$0	\$30	\$12,000	\$12,000	16,000	General facility repairs including handyman services (\$12,000). Repair ice maker and leaks on roof of Storage Area (\$4,000)
MIAMI LAKES PARK MARINA OPERATIONS	\$3,386	\$1,675	\$264	\$1,500	\$5,000	1,500	Bait & tackle
MIAMI LAKES PARK/IMPROVEMENTS	\$22,308	\$32,093	\$37,185	\$20,000	\$20,000	20,000	Park and facility improvements including athletic equipment
UB -TOTAL MIAMI LAKES OPTIMIST PARK:	\$562,945	\$599,578	\$652,893	\$707,825	\$686,701	716,725	

**TOWN OF MIAMI LAKES
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GENERAL FUND

Departmental Expenditure by Line Item

ACCOUNT NAME/DESCRIPTION	FY2012-13 ACTUALS	FY2013-14 ACTUALS	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 PROPOSED BUDGET	COMMENTS
MINI PARKS							
UTILITIES	\$0	\$0	\$0	\$20,000	\$17,859	22,000	FPL (\$16,000), water and sewer (\$6,000)
MAINTENANCE CONTRACT	\$0	\$0	\$84	\$235,000	\$243,359	252,317	Grounds maintenance contract with Greensource; Annual wood fiber playground mulch replenishment; Red mulch applications for tree trunks & landscape beds 1x/year
REPAIRS & MAINTENANCE (GROUNDS)	\$0	\$0	\$1	\$42,000	\$41,704	44,330	General grounds repairs including irrigation, sod, debris removal (\$30,000) and lake maintenance (12,000), curbing & sod at P12 (\$2,330)
MINI PARKS-TREE TRIMMING	\$438	\$10,329	\$34,564	\$25,000	\$25,000	27,500	Various contracts to supplement off year of three year trimming cycle
FURNITURE & NON CAPITAL OUTLAY	\$0	\$0	\$0	\$5,000	\$2,060	5,000	Pocket parks and playground amenities replacement as needed
PARK IMPROVEMENT - INFRASTRUCTURE	\$0	\$0	\$0	\$0	\$2,940	0	-
SUB-TOTAL MINI PARKS:	\$438	\$10,329	\$34,649	\$327,000	\$332,922	351,147	
BARBARA GOLEMAN							
BARBARA GOLEMAN MAINT	\$4,000	\$0	\$4,000	\$4,000	\$4,000	4,000	Per agreement
SUB-TOTAL BARBARA GOLEMAN :	\$4,000	\$0	\$4,000	\$4,000	\$4,000	4,000	
TOTAL PARKS - COMMUNITY SERVICES	\$1,998,484	\$2,344,982	\$2,550,930	\$2,705,118	\$2,734,888	2,402,795	
COMMUNITY ENGAGEMENT AND OUTREACH							
LEISURE SERVICES							
SALARIES	\$0	\$0	\$3,069	\$40,000	\$33,833	289,224	Department restructured in FY17 to separate Parks and Community Engagement and Outreach
PAYROLL TAXES	\$0	\$0	\$235	\$0	\$2,588	22,126	Calculated based on 7.65% of salaries
FRS RETIREMENT CONTRIBUTION	\$0	\$0	\$0	\$0	\$2,480	21,750	Rate increase from 7.26% to 7.52% thru Jul '17
HEALTH & LIFE INSURANCE	\$0	\$0	\$0	\$0	\$0	30,572	Includes medical, dental, vision and life
WIRELESS STIPEND	\$0	\$0	\$0	\$0	\$0	1,440	Stipend for Director, 1 Leisure Services Manager and 1 Events Coordinator
YOUTH CENTER COMMUNITY PROGRAMS	\$0	\$0	\$0	\$7,000	\$7,000	10,100	Bus transportation for educational and community service opportunity field trips (\$2,760), equipment and supplies for workshops and theme nights, monthly punch card prizes, movie licensing, entry fees, etc. (\$4,700), t-shirts (\$200) and high top chairs for study room (\$2,440)

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ACCOUNT NAME/DESCRIPTION	FY2012-13 ACTUALS	FY2013-14 ACTUALS	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 PROPOSED BUDGET	COMMENTS
TOWN COMMUNITY PROGRAMS	\$9,522	\$11,214	\$18,600	\$13,756	\$13,756	14,795	Annual recitals (\$2,510), supplies for table tennis, archery, painting showcase & other (\$7,185), arts & craft and fitness for special needs adults (\$3,100), SAFE Flight Program (\$2,000)
UNIFORMS	\$4,348	\$0	\$29	\$1,040	\$1,040	1,040	Includes all parks staff uniforms
SUB-TOTAL LEISURE SERVICES:	\$26,767	\$13,214	\$21,933	\$61,796	\$60,697	391,047	
ECONOMIC DEVELOPMENT							
SALARIES	\$0	\$0	\$0	\$0	\$0	31,000	Salary and Wages allocated @ 50% for Communications and 50% Economic Development
PAYROLL TAXES	\$0	\$0	\$0	\$0	\$0	2,372	Calculated based on 7.65% of salary
FRS RETIREMENT CONTRIBUTION	\$0	\$0	\$0	\$0	\$0	2,331	Rate increase from 7.26% to 7.52% thru Jul '17
HEALTH & LIFE INSURANCE	\$0	\$0	\$0	\$0	\$0	8,225	Includes medical, dental, vision and life
WIRELESS STIPEND	\$0	\$0	\$0	\$0	\$0	240	-
SUB-TOTAL ECONOMIC DEVELOPMENT:	\$0	\$0	\$0	\$0	\$0	44,167	
COMMUNICATIONS							
SALARIES	\$0	\$0	\$0	\$0	\$0	31,000	Salary and Wages allocated @ 50% for Communications and 50% Economic Development
PAYROLL TAXES	\$0	\$0	\$0	\$0	\$0	2,372	Calculated based on 7.65% of salary
FRS RETIREMENT CONTRIBUTION	\$0	\$0	\$0	\$0	\$0	2,331	Rate increase from 7.26% to 7.52% thru Jul '17
HEALTH & LIFE INSURANCE	\$0	\$0	\$0	\$0	\$0	8,225	Includes medical, dental, vision and life
WIRELESS STIPEND	\$0	\$0	\$0	\$0	\$0	240	-
SUB-TOTAL COMMUNICATIONS:	\$0	\$0	\$0	\$0	\$0	44,167	
SPECIAL EVENTS							
SALARIES	\$0	\$0	\$0	\$0	\$0	58,384	Current Salary and Wages
PAYROLL TAXES	\$0	\$0	\$0	\$0	\$0	4,466	Calculated based on 7.65% of salary
FRS RETIREMENT CONTRIBUTION	\$0	\$0	\$0	\$0	\$0	4,390	Rate increase from 7.26% to 7.52% thru Jul '17
HEALTH & LIFE INSURANCE	\$0	\$0	\$0	\$0	\$0	17,582	Includes medical, dental, vision and life
WIRELESS STIPEND	\$0	\$0	\$0	\$0	\$0	480	cell phone allowance
SPEC EVENTS VETERANS DAY	\$5,191	\$5,794	\$6,870	\$7,150	\$7,150	6,000	Veterans Day Parade supplies. FY16 Donations received to offset expenses
SPEC EVENTS 4TH JULY	\$20,000	\$25,000	\$25,000	\$25,000	\$25,000	25,000	Fireworks contract
OTHER EVENTS - 15 YEAR TOWN ANNIV	\$0	\$0	\$0	\$23,750	\$24,640	0	FY16 Donations received for the Town's 15-yr anniversary celebration
SUB-TOTAL SPECIAL EVENTS:	\$25,191	\$30,794	\$31,870	\$55,900	\$56,790	116,303	

**TOWN OF MIAMI LAKES
FY2016-2017 PROPOSED BUDGET**

GENERAL FUND

Departmental Expenditure by Line Item

ACCOUNT NAME/DESCRIPTION	FY2012-13 ACTUALS	FY2013-14 ACTUALS	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 PROPOSED BUDGET	COMMENTS
COMMITTEES							
NEIGHBORHOOD IMPROVEMENT COMMITTEE							
LAKE LAKE AWARENESS MONTH	\$0	\$495	\$0	\$200			
LAKE TESTING	\$0	\$0	\$0	\$850			
HOA QUARTERLY HOA PROJECTS	\$0	\$0	\$117	\$100			
LITT ANTI LITTER CAMPAIGN	\$0	\$0	\$0	\$1,500			
THE HOUSE/BUSINESS MONTH CONTEST	\$0	-\$48	-\$52	\$0			
TOTAL NEIGHBORHOOD IMP COMMITTEE:	\$4,595	\$733	\$64	\$2,650	\$2,650	2,650	
CULTURAL AFFAIRS COMMITTEE							
ARTPA ART IN THE PARKS	\$0	\$0	\$0	\$4,197			
BOOK BOOK READING	\$0	\$715	\$591	\$553			
COF CONCERT ON THE FAIRWAY	\$18,157	\$8,466	\$12,144	\$12,700			
CON CONCERTS	\$8,040	\$4,366	\$4,504	\$7,500			
DANCE COUNTRY WESTERN/SQUARE DANCE	\$0	\$0	\$0	\$1,900			
FOUR FOURTH OF JULY	\$8,154	\$10,200	\$12,385	\$12,000			
HISP HISPANIC HERITAGE	\$0	\$0	\$0	\$450			
S FLI SPRING FLING(PAINT A PICTURE)	\$0	\$298	\$492	\$600			
TOTAL CULTURAL AFFAIRS COMMITTEE:	\$41,954	\$24,089	\$30,116	\$39,900	\$39,900	47,600	
ECONOMIC DEVELOPMENT COMMITTEE							
MARKE MARKETING MATERIALS	\$0	\$3,300	\$18,337	\$5,400			
ML CH MISC EXPENSES	\$0	\$10,000	\$0	\$7,000			
REALT REALTOR EVENTS	\$0	\$7,690	\$0	\$5,200			
TRADE SHOW - BIO FLORIDA	\$0	\$0	\$0	\$1,600			
SHOWS MISC EXPENSES	\$0	\$530	\$100	\$3,000			
TAL ECONOMIC DEVELOPMENT COMMITTEE:	\$22,925	\$26,787	\$18,437	\$22,200	\$22,200	22,200	
EDUCATIONAL ADVISORY BOARD							
AP LANGUAGE ARTS PROGRAM	\$21,932	\$0	\$16,653	\$26,000			
DIREC DIRECT INSTRUCTION TUTORING	\$0	\$0	\$19,000	\$5,000			
FCAT FCAT TUTORING	\$0	\$22,498	\$0	\$0			
FRIEN FRIENDS OF THE LIBRARY	\$0	\$4,000	\$4,000	\$4,000			
IMAG IMAGINATION LIBRARY	\$0	\$0	\$1,760	\$2,000			
MISC. MISC. EXPENSES	\$0	\$258	\$661	\$300			
MLIC MLAKES K-8 INSTRUCTIONAL COSTS	\$0	\$0	\$0	\$0			
MLMA MLAKES K-8 MATERIALS	\$0	\$0	\$0	\$0			
SAT/ SAT/ACT PREP COURSES	\$0	\$2,500	\$4,021	\$4,000			
STEM ELECTIVE COURSES	\$0	\$0	\$0	\$17,000			
TOTAL EDUCATIONAL ADVISORY BOARD:	\$21,932	\$29,256	\$46,095	\$58,300	\$58,300	58,300	Transfer in \$25,000 + \$4,400from Developer's contribution to be used for activities at Bob Graham and Barbara Coleman schools

**TOWN OF MIAMI LAKES
FY2016-2017 PROPOSED BUDGET**

GENERAL FUND

Departmental Expenditure by Line Item

ACCOUNT NAME/DESCRIPTION	FY2012-13 ACTUALS	FY2013-14 ACTUALS	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 PROPOSED BUDGET	COMMENTS
ELDERLY AFFAIRS COMMITTEE							
FORU COMMUNITY FORUMS	\$0	\$519	\$1,840	\$3,500			
HF EAC - HEALTH FAIR	-\$1,363	\$3,139	\$2,491	\$1,000			
MEET MEETING EXPENSES	\$0	\$129	\$67	\$0			
METET MEET & EAT	\$0	\$2,413	\$4,419	\$5,000			
SENIOR SENIOR FIELD TRIP	\$0	\$1,526	\$4,722	\$6,500			
SG SR. GAMES	\$3,567	\$1,430	\$2,488	\$3,500			
SRSOF SENIOR SOFTBAL	\$0	\$1,622	\$0	\$0			
SRSO SENIOR SOCIAL	\$8,302	\$3,530	\$14,232	\$20,500			
TOTAL ELDERLY AFFAIRS COMMITTEE:	\$20,234	\$30,208	\$30,258	\$40,000	\$40,000	36,000	
YOUTH ACTIVITIES TASK FORCE							
BR BICYCLE RODEO	\$5,088	\$2,800	\$2,996	\$1,000			
FIT FAIR	\$0	\$0	\$321	\$0			
FISHI FISHING CLINIC	\$0	\$450	\$299	\$0			
HHH HALLOWEEN HAUNTED HOUSE	\$21,857	\$6,289	\$4,661	\$8,650			
HIST HISTORICAL SCAVENG	\$1,000	\$0	\$1,561	\$0			
JUST JUST RUN	\$1,440	\$1,131	\$1,590	\$1,000			
KITE GO FLY A KITE	\$0	\$0	\$467	\$0			
MLR MIAMI LAKES ROCKS	\$1,800	\$1,441	\$8,219	\$3,962			
MP MOVIES IN THE PARK	\$13,236	\$12,663	\$14,367	\$19,149			
SPRIN SPRING FLING	\$0	\$2,378	\$3,793	\$4,834			
SUMMER YOUTH EMPL INITIATIVE	\$0	\$0	\$0	\$250			
WINTERFEST	\$0	\$0	\$0	\$7,500			
TOTAL YOUTH ACTIVITIES TASK FORCE:	\$47,357	\$28,619	\$41,257	\$46,345	\$46,345	41,000	
PUBLIC SAFETY COMMITTEE							
PUBLIC SAFETY COMMITTEE	\$0	\$0	\$125	\$250			
BRKF POLICE APPRECIATION BREAKFAST	\$0	\$666	\$1,485	\$1,000			
CERT C.E.R.T TRAINING	\$0	\$241	\$0	\$0			
EDUCATIONAL MATERIALS	\$0	\$0	\$0	\$750			
TOTAL PUBLIC SAFETY COMMITTEE:	\$0	\$907	\$1,610	\$2,000	\$2,000	2,000	
VETERANS AFFAIRS COMMITTEE							
CARE PACKAGE DRIVE	\$0	\$0	\$0	\$850			
DED C DEDICATION CEREMONY-VETS MEM	\$0	\$1,069	\$162	\$0			
FLAG FLAG RETIREMENT CEREMONY	\$0	\$109	\$134	\$100			
MM MARLINS FIELD TRIP-MILITARY MONDAY	\$0	\$0	\$0	\$500			
PLAQU PURCH TREES W/PLAQUES	\$0	\$0	\$798	\$900			
V COM VETERANS COMMITTEE SHIRTS	\$0	\$287	\$204	\$0			
VET J VETERANS JOB FAIR	\$0	\$0	\$83	\$0			
TOTAL VETERANS AFFAIRS COMMITTEE:	\$0	\$1,466	\$1,381	\$2,350	\$2,350	2,000	

**TOWN OF MIAMI LAKES
FY2016-2017 PROPOSED BUDGET**

GENERAL FUND

Departmental Expenditure by Line Item

ACCOUNT NAME/DESCRIPTION	FY2012-13 ACTUALS	FY2013-14 ACTUALS	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 PROPOSED BUDGET	COMMENTS
TOTAL COMMITTEES EXPENDITURES:	\$158,997	\$142,065	\$169,219	\$213,745	\$213,745	211,750	
TOTAL COMMUNITY ENGAGEMENT AND OUTREACH EXPENDITURES	\$210,955	\$186,073	\$223,021	\$331,441	\$331,232	807,434	
PUBLIC WORKS							
PUBLIC WORKS ADMINISTRATION							
REGULAR SALARIES	\$187,570	\$150,205	\$102,413	\$109,500	\$113,807	119,500	50% funding for Chief of Operations and 50% Public Works Director salaries
ADMINISTRATIVE SUPP TO STORMWA	-\$30,000	-\$30,000	-\$30,000	\$0	\$0	0	Director support of Stormwater Program
PAYROLL TAXES	\$14,278	\$10,702	\$7,946	\$8,166	\$8,496	8,931	Calculated based on 7.65% of salaries
FRS CONTRIBUTIONS	\$10,763	\$10,576	\$7,279	\$5,969	\$8,026	8,234	Rate increase from 7.26% to 7.52% thru Jul '17
HEALTH & LIFE INSURANCE	\$27,189	\$18,252	\$10,783	\$8,504	\$9,517	10,945	Includes medical, dental, vision and life
WIRELESS STIPEND	\$1,146	\$792	\$515	\$480	\$480	480	Stipend for PW Director
TOWN ENGINEER	\$37,153	\$48,060	\$29,695	\$35,200	\$51,200	25,000	EA Perez for townwide projects and misc drainage (\$10,000); KHA (\$15,000) for other inspections support
PERMITS PLAN REVIEW	\$15,859	\$22,312	\$25,403	\$38,000	\$38,000	38,000	Independent Contractor for plans review and inspections
VEHICLE REPAIR & MAINTENANCE	\$0	\$0	\$3,232	\$4,000	\$4,000	4,000	Maintenance for 2 PW vehicles
UNDERGROUND UTILITY LOCATION	\$15,400	\$22,929	\$22,438	\$27,240	\$24,549	27,240	High Tech (\$25,920), Sunshine state one call (\$1,320)
PW MISCELLANEOUS	\$989	\$0	\$3,830	\$0	\$5,000	5,000	Removal of holiday banners
OPERATING SUPPLIES	\$0	\$12	\$3,084	\$3,000	\$3,000	3,000	banners, chlorine, tools, materials for field work
UNIFORMS	\$862	\$0	\$40	\$40	\$125	40	Includes 1 shirt for PW Director
VEH OPERATING & MAINT	\$6,531	\$4,435	\$2,357	\$3,000	\$3,619	3,000	Fuel and lubricants for 2 PW vehicles
FURN & EQUIP NON CAPITAL	\$1,110	\$0	\$3,999	\$4,000	\$4,000	4,000	FY17 Signage, barricades and other PW equipment. New trailer purchased in FY16
CAPITAL OUTLAY	\$5,193	\$4,805	\$0	\$0	\$0	0	-
B-TOTAL PUBLIC WORKS ADMINISTRATION:	\$143,530	\$288,516	\$193,013	\$247,099	\$273,819	257,370	
PW - GREEN SPACE							
RIGHT OF WAY ELECTRICITY	\$3,835	\$3,997	\$9,514	\$11,000	\$9,942	11,000	Electricity for entrance features, fountains and pumps
WATER	\$28,243	\$52,189	\$44,072	\$51,000	\$71,518	65,000	water and sewer
REPAIR & MAINTENANCE	\$453,169	\$465,908	\$502,166	\$510,000	\$506,153	523,247	Grounds (\$334,000), FDOT ROW (\$14,884), Flowers/landscape beds and cul-de-sac (\$68,248), litter and debris/doggie stations (\$94,000), misc repairs including plumbing, electrical and handyman services (\$12,116)

**TOWN OF MIAMI LAKES
FY2016-2017 PROPOSED BUDGET**

GENERAL FUND

Departmental Expenditure by Line Item

ACCOUNT NAME/DESCRIPTION	FY2012-13 ACTUALS	FY2013-14 ACTUALS	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 PROPOSED BUDGET	COMMENTS
PUBLIC WORK ENTRY MAINT	\$577	\$760	\$2,280	\$4,700	\$4,700	4,700	Includes maintenance (\$2,700) and painting (\$2,000) of 3 features: 67th, 154th and 87th
EXTERMINATION SERVICES	\$2,340	\$6,370	\$1,250	\$3,000	\$3,000	3,000	Extermination of rodents, bees, dead animals, etc
PW TREE REMOVAL	\$56,038	\$9,605	\$16,950	\$20,000	\$20,000	20,000	Removal of invasive, hazardous or dead trees
TREE TRIMMING	\$130,250	\$149,033	\$130,916	\$170,000	\$170,000	170,000	Per contract based on three year cycle; 5700 trees per cycle
NEW TREE PLANTING	\$27,881	\$19,825	\$15,340	\$62,500	\$50,000	50,000	Tree planting
TREE REPLACEMENT PROG-BLACK OL	\$17,040	\$16,150	\$15,180	\$0	\$0	0	Remove black olive trees and replace with a variety of other species
BEAUTIFICATION PLAN	\$49,061	\$50,874	\$25,989	\$30,000	\$30,000	0	Non capital beautification of major corridor and swales (irrigation/sod)
SUB-TOTAL PW-GREEN SPACE:	\$768,435	\$774,546	\$763,656	\$862,200	\$865,314	846,947	
TOTAL PUBLIC WORKS EXPENDITURES:	\$1,312,587	\$1,063,290	\$956,670	\$1,109,299	\$1,139,133	1,104,317	
NON-DEPARTMENTAL							
EX ORD ITEM, PUBLIC OFFICIALS LEGAL REIMB	\$0	\$0	\$0	\$460,000	\$460,000	0	FY16 Settlement of Mayor's legal fees (\$460,000)
SPECIAL ITEM, FEMA REIMB	\$0	\$0	\$0	\$747,000	\$746,705	0	FY16 Reimbursement of Wilma hurricane expenses to FEMA due to disallowances
RESERVE FOR LITIGATION/SETTLEMENT	\$0	\$0	\$0	\$127,500	\$0	0	-
TOTAL NON-DEPARTMENTAL EXPENDITURES	\$0	\$66,447	\$0	\$1,334,500	\$1,206,705	0	
TOTAL GENERAL FUND EXPENDITURES	\$14,847,824	\$15,549,650	\$16,438,995	\$19,887,127	\$19,321,605	15,861,001	

TOWN OF MIAMI LAKES
FY2016-2017 PROPOSED BUDGET
SPECIAL REVENUE FUNDS
Revenue and Expenditure by Line Item

ACCOUNT NAME/DESCRIPTION	FY2012-13 ACTUALS	FY2013-14 ACTUALS	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 PROPOSED BUDGET	COMMENTS
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SPECIAL REVENUE FUND

TRANSPORTATION GAS TAX

REVENUE

1ST LOCAL OPT GAS TAXES - 6C	\$388,578	\$391,862	\$405,223	\$389,440	\$391,341	\$425,500	Based on Dept of Revenue estimate
SR TRANSP BUDGET CARRYFORWARD	\$0	\$0	\$0	\$9,464	\$9,464	\$0	
TOTAL REVENUES	\$388,578	\$391,862	\$405,223	\$398,904	\$400,805	\$425,500	

EXPENDITURE

TRANSP- ADA COMPLIANCE	\$0	\$0	\$24,500	\$30,000	\$30,000	\$30,000	Sidewalk repairs for ADA compliance
ROADS - POTHOLE REPAIRS	\$27,104	\$17,909	\$18,563	\$15,000	\$15,000	\$20,000	Continuation of town-wide pothole repairs
SIDEWALK PRESSURE CLEANING	\$0	\$0	\$89,893	\$75,000	\$76,901	\$85,000	Sidewalks throughout Town and main roads
ROADS - SIDEWALK REPLACEMENT	\$247,710	\$205,335	\$214,308	\$170,000	\$164,000	\$175,000	Complete replacement of trip hazard and sidewalks in Area 4, and Area 3 where funding is available
ROADS - STRIPING & SIGNS	\$3,819	\$15,539	\$24,392	\$10,000	\$16,000	\$15,500	Sign replacement and crosswalk improvement
ROADS - CONTINGENCY	\$0	\$0	\$0	\$0	\$0	\$0	Contingency for transportation project needs
TRANSP - ROAD SYSTEM MAINT	\$131,877	\$80,078	\$130,985	\$98,904	\$98,904	\$100,000	60% roadway repairs and 40% median repairs (Irrigation and non-capital beautification improvements)
GF REIMB FOR PW ACTIVITY	\$200,000	\$0	\$0	\$0	\$0	\$0	-
TOTAL EXPENDITURES	\$610,510	\$318,861	\$502,641	\$398,904	\$400,805	\$425,500	

TRANSIT

REVENUE

FTA-SRTA HYBRID BUS	\$506,947	\$0	\$1,506	\$0	\$0	\$0	-
TRANSPORTATION 20% SALES TAX	\$210,507	\$219,058	\$234,441	\$215,000	\$224,911	\$230,000	20% of Half Cent Surtax for transit use only
STATE GRANT BUS OPERATING	\$83,586	\$36,655	\$30,044	\$0	\$0	\$0	-
TRAFFIC STUDY GRANT	\$0	\$20,000	\$32,000	\$0	\$3,761	\$0	-
SR TRANSIT BUDGET CARRYFORWARD	\$0	\$0	\$0	\$677,804	\$677,804	\$517,853	Prior year fund balance carryforward
TOTAL REVENUES	\$801,040	\$275,713	\$297,991	\$892,804	\$906,477	\$747,853	

EXPENDITURE

REGULAR SALARIES	\$20,510	\$11,168	\$36,474	\$41,500	\$38,308	\$50,750	Salary and wages for full- time employee to manage transit and traffic issues (Senior Planner and Junior Planner at 50%)
PAYROLL TAXES	\$1,333	\$854	\$2,689	\$3,175	\$2,931	\$3,882	Calculated based on 7.65% of salaries
FRS CONTRIBUTIONS	\$226	\$820	\$2,572	\$2,264	\$2,808	\$3,816	Rate increase from 7.26% to 7.52% thru Jul '17
HEALTH AND LIFE INSURANCE	\$0	\$0	\$3,945	\$8,888	\$7,409	\$20,382	Includes medical, dental, vision and life
TRAFFIC STUDIES	\$0	\$19,623	\$41,245	\$25,000	\$10,000	\$25,000	Traffic studies as needed
TRANSIT BUS CIRCULATOR CO	\$224,691	\$221,183	\$203,606	\$117,351	\$118,938	\$124,950	Operation for Moover service

TOWN OF MIAMI LAKES
FY2016-2017 PROPOSED BUDGET
SPECIAL REVENUE FUNDS
Revenue and Expenditure by Line Item

ACCOUNT NAME/DESCRIPTION	FY2012-13 ACTUALS	FY2013-14 ACTUALS	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 PROPOSED BUDGET	COMMENTS
TRANSIT BUS SHELTER INS	\$870	\$11,226	\$20,662	\$22,950	\$22,950	\$22,950	Insurance for buses and bus shelters
TRAVEL & PER DIEM	\$0	\$0	\$439	\$1,500	\$500	\$1,500	Tolls, mileage, airfare to meetings & conferences
TRANSIT BUS SHELTERS REPAIRS & MAINT	\$50	\$0	\$8,415	\$15,000	\$22,000	\$16,000	Repair and maintenance of 23 bus shelters (\$10,000) and bus stop signs (\$6,000)
GPS REPAIR AND MAINTENANCE	\$0	\$2,499	\$0	\$3,700	\$3,500	\$8,600	Annual maintenance on GPS (\$1,700), monthly tracking (\$5,400) and repairs to cameras (\$1,500)
TRANSIT BUS REPAIR AND MAINTENANCE	\$0	\$0	\$0	\$44,320	\$40,371	\$35,000	Maintenance and repair service including parts, labor and storage fee
CONTINGENCY	\$0	\$0	\$0	\$461,166	\$0	\$377,523	Contingency for transit project needs
MARKETING PROMOTIONAL SUPPORT	\$9,900	\$11,575	\$9,599	\$20,000	\$10,000	\$20,000	Production of marketing materials and promotional support for Transit Program
TRANSIT ADMIN PROG EXP5%	\$10,525	\$10,953	\$11,722	\$10,750	\$11,000	\$11,500	Administrative expense
FUEL, GAS, OIL	\$0	\$0	\$0	\$45,240	\$23,351	\$25,000	Fuel for 2 transit buses
EDUCATION & TRAINING	\$0	\$0	\$165	\$1,000	\$2,000	\$1,000	Training
BUS STOP SIGNS	\$0	\$0	\$0	\$64,000	\$64,000	\$0	-
GLOBAL POSITIONING SYSTEM	\$0	\$14,704	\$2,040	\$5,000	\$8,558	\$0	Internal/external cameras for circulators
MPO GRANT O & D STUDY	\$17,500	\$0	\$0	\$0	\$0	\$0	-
TOTAL EXPENDITURES	\$1,096,365	\$304,604	\$343,571	\$892,804	\$388,624	\$747,853	

IMPACT FEES - POLICE

REVENUE							
IMPACT FEES - PUBLIC SAFETY	\$1,477	\$12,210	\$20,474	\$0	\$0	\$0	
SPEC REV POLICE BUD CARRYFWD	\$0	\$0	\$0	-\$138,536	-\$138,536	-\$138,536	
TOTAL REVENUES	\$1,477	\$12,210	\$20,474	-\$138,536	-\$138,536	-\$138,536	CLOSE OUT TO IMPACT FEE FUND
EXPENDITURE							
POLICE IMPACT FEE EXP	\$301,611	\$0	\$0	-\$138,536	\$0	-\$138,536	
TRANSFER OUT - CIP FUND	\$0	\$0	\$0	\$0	\$0	\$0	
TOTAL EXPENDITURES	\$301,611	\$0	\$0	-\$138,536	\$0	-\$138,536	CLOSE OUT TO IMPACT FEE FUND

TREE ORDINANCE - BLACK OLIVE REMOVAL PROGRAM

REVENUE							
BLACK OLIVE PROGRAM - FEE	\$650	\$0	\$0	\$0	\$7,518	\$5,000	
TREE REMOVAL PROGRAM - FEE	\$1,246	\$767	\$672	\$0	\$5,733	\$5,000	
TRANSF IN FROM GENERAL FUND			\$0	\$0	\$0	\$11,416	Funding to expedite removal of Black Olive and other trees.
BUDGET CARRYFORWARD	\$0	\$0	\$0	\$6,140	\$6,140	\$7,391	
TOTAL REVENUES	\$7,051	\$767	\$672	\$6,140	\$19,391	\$28,807	

TOWN OF MIAMI LAKES
FY2016-2017 PROPOSED BUDGET
SPECIAL REVENUE FUNDS
Revenue and Expenditure by Line Item

ACCOUNT NAME/DESCRIPTION	FY2012-13 ACTUALS	FY2013-14 ACTUALS	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 PROPOSED BUDGET	COMMENTS
EXPENDITURE							
BLACK OLIVE TREE PROGRAM	\$2,350	\$0	\$0	\$6,140	\$12,000	28,807	
TRANSFER OUT - GEN FUND	\$0	\$0	\$0	\$0	\$0	0	
TOTAL EXPENDITURES	\$2,350	\$0	\$0	\$6,140	\$12,000	28,807	

PEOPLE'S TRANSPORTATION PLAN (PTP 80%)

REVENUE							
TRANSPORTATION 80% PTP	\$0	\$876,234	\$937,764	\$850,000	\$893,690	925,000	80% of Half Cent Surtax allocation
INTEREST EARNINGS	\$992	\$2,261	\$3,226	\$500	\$0	0	Interest income from Investment Portfolio
TRANSFER IN FROM GENERAL FUND	\$0	\$0	\$0	\$176,384	\$176,384	0	FY16 Reimbursement for Series 2010 Debt service payment
SR TRANSPORTATION BUDGET CARRYFORWARD	\$0	\$0	\$0	\$355,921	\$255,922	165,216	Prior year fund balance carryforward
TOTAL REVENUES	\$291,049	\$878,496	\$940,990	\$1,382,805	\$1,325,996	1,090,216	
EXPENDITURE							
REGULAR SALARIES	\$0	\$0	\$0	\$0	\$0	50,750	Salary and wages for full- time employee to manage transit and traffic issues (Senior Planner and Junior Planner at 50%)
PAYROLL TAXES	\$0	\$0	\$0	\$0	\$0	3,882	Calculated based on 7.65% of salaries
FRS CONTRIBUTIONS	\$0	\$0	\$0	\$0	\$0	3,817	Rate increase from 7.26% to 7.52% thru Jul '17
HEALTH AND LIFE INSURANCE	\$0	\$0	\$0	\$0	\$0	20,382	Includes medical, dental, vision and life
PROFESSIONAL SERVICES	\$0	\$0	\$0	\$0	\$17,000	20,000	LED Lights Implementation
TRANSPORTATION STUDIES	\$0	\$0	\$0	\$137,780	\$137,780	50,000	Traffic studies related to Transportation Summit implementation
STREET LIGHTING UTILITIES	\$0	\$260,538	\$272,241	\$270,000	\$268,162	280,000	Street lighting utility expense
STREET LIGHTING REPAIRS AND MAINT	\$0	\$76,540	\$102,429	\$110,000	\$110,000	110,000	Maintenance and repairs of street lights not owned by FPL
BIKEPATH/GREENWAY REPAIR & MAINT	\$0	\$0	\$0	\$15,000	\$26,000	25,000	Repair and maintenance of greenway bike path
CONTINGENCY	\$0	\$0	\$0	\$223,850	\$0	88,859	Contingency for Transportation project needs and bike path repair & maintenance.
ADMIN PTP EXP 5%	\$0	\$43,812	\$46,888	\$42,500	\$42,500	46,250	Administrative expense
LED LIGHT RETROFIT	\$0	\$0	\$0	\$0	\$0	365,000	Street light retrofit program
TRANSFER OUT- CIP PARKS	\$0	\$77,500	\$121,500	\$0	\$0	0	-
TRANSFER CAPITAL-TRANSPORTATION	\$0	\$190,828	\$178,500	\$130,000	\$130,000	26,276	Transfer to Capital Projects Fund for transportation projects. FY16 transfer for pedestrian crosswalks
TRANSFER CAPITAL-STORMWATER	\$0	\$0	\$0	\$300,000	\$300,000	0	Transfer to Capital Fund for drainage/roadway
TRANSFER TO SERIES 2013	\$0	\$0	\$47,046	\$153,675	\$129,338	0	-
TOTAL EXPENDITURES	\$0	\$649,217	\$768,604	\$1,382,805	\$1,160,780	1,090,216	

TOWN OF MIAMI LAKES
FY2016-2017 PROPOSED BUDGET
SPECIAL REVENUE FUNDS
Revenue and Expenditure by Line Item

ACCOUNT NAME/DESCRIPTION	FY2012-13 ACTUALS	FY2013-14 ACTUALS	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 PROPOSED BUDGET	COMMENTS
MOBILITY FEE TRUST ACCOUNT FUND							
REVENUE							
MOBILITY FEE	\$0	\$0	\$0	\$650,000	\$650,000	50,000	
BUDGET CARRYFORWARD	\$0	\$0	\$0	\$0	\$0	650,000	
TOTAL REVENUES	\$0	\$0	\$0	\$650,000	\$650,000	700,000	
EXPENDITURE							
CONTINGENCY RESERVES	\$0	\$0	\$0	\$650,000	\$0	0	-
TRANSFER TO CAPITAL-TRANSPORTATION	\$0	\$0	\$0	\$0	\$0	700,000	Transfer to Capital for Adaptive Signalization Program (\$360,000) and design of Underpass Bridges at 146 Street (\$170,000) and 159th Street (\$170,000)
TOTAL EXPENDITURES	\$0	\$0	\$0	\$650,000	\$0	700,000	
SPECIAL REVENUES - OTHER							
REVENUE							
CONTRIBUTION FROM DEVELOPER	\$0	\$0	\$0	\$300,000	\$300,000	0	Contribution for educational purposes
BUDGET CARRYFORWARD	\$0	\$0	\$0	\$0	\$0	300,000	
TOTAL REVENUES	\$0	\$0	\$0	\$300,000	\$300,000	300,000	
EXPENDITURE							
TRANSFER TO GENERAL FUND	\$0	\$0	\$0	\$0	\$0	29,400	Transfer to Education Advisory Board Committee for Barbara Goleman and Bob Graham Elementary school activities
CONTINGENCY FOR EDUCATION	\$0	\$0	\$0	\$300,000	\$0	270,600	-
TOTAL EXPENDITURES	\$0	\$0	\$0	\$300,000	\$0	300,000	
TOTAL SPECIAL REVENUE FUND REVENUES:	\$1,489,194	\$1,559,048	\$1,665,350	\$3,492,117	\$3,464,133	3,153,840	
TOTAL SPECIAL REVENUE FUND EXPENDITURES:	\$2,010,836	\$1,272,682	\$1,614,817	\$3,492,117	\$1,962,208	3,153,840	

TOWN OF MIAMI LAKES
FY2016-2017 PROPOSED BUDGET
BUILDING DEPARTMENT FUND
Revenue and Expenditure by Line Item

ACCOUNT NAME/DESCRIPTION	FY2012-13 ACTUALS	FY2013-14 ACTUALS	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 PROPOSED BUDGET	COMMENTS
BUILDING DEPARTMENT FUND							
REVENUE							
BUILDING PERMITS - TECHNOLOGY FEE	\$0	\$0	\$0	\$0	\$0	\$120,000	
BUILDING PERMITS - LOST PLANS	\$0	\$0	\$0	\$0	\$0	\$10,000	
BUILDING PERMITS	\$0	\$0	\$0	\$0	\$0	\$2,480,000	
BUILDING PERMITS - VIOLATION FEE	\$0	\$0	\$0	\$0	\$0	\$45,000	
INTEREST INCOME	\$0	\$0	\$0	\$0	\$0	\$0	
FUND BALANCE CARRYFORWARD	\$0	\$0	\$0	\$0	\$0	-\$9,492	
TOTAL BUILDING DEPARTMENT REVENUES	\$0	\$0	\$0	\$0	\$0	\$2,645,508	
EXPENDITURE							
REGULAR SALARIES	\$0	\$0	\$0	\$0	\$0	\$876,621	Salaries for Building staff and Inspectors. Increase due to increase in permit activity
EMPLOYEE BONUS/COLA			\$0	\$0	\$0	\$9,500	2% COLA effective April 2017
COMPENSATED ABSENCES	\$0	\$0	\$0	\$0	\$0	\$0	-
PAYROLL TAXES	\$0	\$0	\$0	\$0	\$0	\$67,368	Calculated based on 7.65% of salaries
FRS CONTRIBUTIONS	\$0	\$0	\$0	\$0	\$0	\$65,922	Rate increase from 7.26% to 7.52% thru Jul '17
HEALTH & LIFE INSURANCE	\$0	\$0	\$0	\$0	\$0	\$100,608	Includes medical, dental, vision and life
WIRELESS STIPEND	\$0	\$0	\$0	\$0	\$0	\$1,920	Wireless stipend for Building Official, Chief Building Inspector and Senior Building Inspector, & Facilities Coordinator
BUILDING - SOFTWARE CONSULT	\$0	\$0	\$0	\$0	\$0	\$0	-
BLDG ELECT RECORDS STORAGE	\$0	\$0	\$0	\$0	\$0	\$3,000	Digitization and printing of large plans
BUILDING PLANS REVIEW	\$0	\$0	\$0	\$0	\$0	\$0	-
CONTRACTUAL SERVICES	\$0	\$0	\$0	\$0	\$0	\$1,000	Document destruction services
BUILDING CONTRACTUAL SERVICE	\$0	\$0	\$0	\$0	\$0	\$7,500	Landscaping Plans Reviewer (100 hrs @ \$75/hr)
BUILDING TRAVEL & PER DIEM	\$0	\$0	\$0	\$0	\$0	\$2,500	Travel to user conference for permitting system
CAR ALLOWANCE	\$0	\$0	\$0	\$0	\$0	\$18,000	Includes car allowance for Building Official, Chief and Senior Building Inspectors
BUILDING - TELEPHONE & FAX	\$0	\$0	\$0	\$0	\$0	\$0	Building's allocation of Suncom (\$936), Phone and fax lines (\$1,734) moved to Facilities Maintenance Fund
BUILDING UTILITIES	\$0	\$0	\$0	\$0	\$0	\$0	Building's allocation of FPL (\$5,980), water & sewer (\$1,300) and waste removal (\$242) moved to Facilities Maintenance Fund
BUILDING COPIER LEASE	\$0	\$0	\$0	\$0	\$0	\$2,220	Building's copier rental and usage
REPAIR AND MAINTENANCE CONTRACTS	\$0	\$0	\$0	\$0	\$0	\$0	Building's portion of Government Center: custodial, alarm monitoring, pest, landscaping, A/C and misc building repairs moved to Facilities Maintenance Fund

TOWN OF MIAMI LAKES
FY2016-2017 PROPOSED BUDGET
BUILDING DEPARTMENT FUND
Revenue and Expenditure by Line Item

ACCOUNT NAME/DESCRIPTION	FY2012-13 ACTUALS	FY2013-14 ACTUALS	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 PROPOSED BUDGET	COMMENTS
CONTINGENCY	\$0	\$0	\$0	\$0	\$0	\$1,257,009	Reserve for additional expenses related to increase in permit activity
SOFTWARE MAINTENANCE	\$0	\$0	\$0	\$0	\$0	\$34,036	Includes annual license & support for ITRAKit permitting system (\$33,336) and AutoCAD system (\$700)
PRINTING & BINDING	\$0	\$0	\$0	\$0	\$0	\$600	Business cards
BUILDING ADMIN SUPPORT	\$0	\$0	\$0	\$0	\$0	\$125,364	Overhead charges for administrative support of
FINANCIAL INSTITUTION FEES	\$0	\$0	\$0	\$0	\$0	\$0	Includes bank transaction fees
BUILDING - CREDIT CARD FEES	\$0	\$0	\$0	\$0	\$0	\$18,000	Credit card transaction fees for Building Department - TRAKIT - web and counter
BUILDING - REMOTE ACCESS DEVIC	\$0	\$0	\$0	\$0	\$0	\$8,740	Cell phones and data plans for inspector field devices. Floater Ipad (\$480) data plan used for credit card payments.
BUILDING OFFICE SUPPLIES	\$0	\$0	\$0	\$0	\$0	\$2,500	Office supplies
BUILDING UNIFORMS & BADGES	\$0	\$0	\$0	\$0	\$0	\$4,000	Includes 1 shirt for office staff and 5 shirts for field staff with name and Town logo, raincoats
BOOKS/PUBLIC/SUBSCRIP/MEM	\$0	\$0	\$0	\$0	\$0	\$400	South Florida Building Officials memberships (4 Officials @ \$100)
MACH & EQUIP	\$0	\$0	\$0	\$0	\$0	\$2,500	IPADS for new Building Inspectors (4 @ \$625 each) due to increased building activity
TRANSFER TO FACILITIES MAINTENANCE FUND	\$0	\$0	\$0	\$0	\$0	\$36,201	Building Department's portion of Town Hall building expenses @ 13% of total cost
TOTAL BUILDING DEPARTMENT EXPENDITURES:	\$0	\$0	\$0	\$0	\$0	\$2,645,508	

**TOWN OF MIAMI LAKES
FY2016-2017 PROPOSED BUDGET**

IMPACT FEES FUND

Revenue and Expenditure by Line Item

ACCOUNT NAME/DESCRIPTION	FY2012-13 ACTUALS	FY2013-14 ACTUALS	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 PROPOSED BUDGET	COMMENTS
IMPACT FEES FUND							
PARKS IMPACT FEES							
REVENUES							
PARKS IMPACT FEES - OPEN SPACE	\$0	\$0	\$0	\$1,270,895	\$1,270,895	\$10,000	FY16 Open space impact fees from Dunnwoody Lakes Project (\$884,290) and Graham's Downtown Development (386,605)
PARKS IMPACT FEES - IMPROVEMENTS	\$0	\$0	\$0	\$1,199,062	\$1,199,062	\$10,000	FY16 Parks improvement impact fees from Dunnwoody Lakes Project (\$826,697) and Graham's Downtown Development (356,865)
PARKS BUDGET CARRYFORWARD	\$0	\$0	\$0	\$0	\$0	\$2,119,457	Prior year fund balance carryforward
TOTAL REVENUES	\$0	\$0	\$0	\$2,469,957	\$2,469,957	\$2,139,457	
EXPENDITURES							
TRANSFER TO CPF - PARKS	\$0	\$0	\$0	\$350,500	\$350,500	\$370,000	FY17 Transfer for MLOP Masterplan implementation (\$100,000), MLOP Marina and Storage Facility Upgrade (\$220,000) and parks furniture (\$50,000). FY16 includes MCCC Improvements (\$155,000), to fully fund Optimist Clubhouse (\$65,000), Parks IT Infrastructure Improvements (\$65,000). Transfer from Open Space for Dog Park (\$50,000)
CONTINGENCY - OPEN SPACE	\$0	\$0	\$0	\$1,220,895	\$0	\$1,230,895	Reserve for future projects
CONTINGENCY - IMPROVEMENTS	\$0	\$0	\$0	\$898,562	\$0	\$538,562	Reserve for future projects
TOTAL EXPENDITURES	\$0	\$0	\$0	\$2,469,957	\$350,500	\$2,139,457	
PUBLIC SAFETY IMPACT FEES							
REVENUES							
PUBLIC SAFETY IMPACT FEES	\$0	\$0	\$0	\$452,800	\$452,800	\$16,000	FY16 Police impact fees from Dunnwoody Lakes Project (\$258,964) and Graham's Downtown Development (\$177,836)
PUBLIC SAFETY BUDGET CARRYFORWARD	\$0	\$0	\$0	\$0	\$0	\$420,955	
TOTAL REVENUES	\$0	\$0	\$0	\$452,800	\$452,800	\$436,955	
EXPENDITURES							
POLICE IMPACT FEE EXP	\$0	\$0	\$0	\$10,000	\$7,080	\$0	FY16 security camera.
CONTINGENCY	\$0	\$0	\$0	\$418,035	\$0	\$286,955	Reserve for public safety improvement projects
TRANSFER TO CPF - FACILITIES	\$0	\$0	\$0	\$24,765	\$24,765	\$150,000	Transfer for Town Hall Emergency Generator
TOTAL EXPENDITURES	\$0	\$0	\$0	\$452,800	\$31,845	\$436,955	
TOTAL IMPACT FEE FUND REVENUES:	\$0	\$0	\$0	\$2,922,757	\$2,922,757	\$2,576,412	
TOTAL IMPACT FEE FUND EXPENDITURES:	\$0	\$0	\$0	\$2,922,757	\$382,345	\$2,576,412	

TOWN OF MIAMI LAKES
FY2016-2017 PROPOSED BUDGET
ELECTRIC UTILITY TAX REVENUE
Revenue and Expenditure by Line Item

ACCOUNT NAME/DESCRIPTION	FY2012-13 ACTUALS	FY2013-14 ACTUALS	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 PROPOSED BUDGET	COMMENTS
ELECTRIC UTILITY TAX REVENUE							
<u>REVENUES</u>							
ELECTRIC UTILITY SERVICE TAX	\$2,670,036	\$2,849,187	\$2,805,937	\$2,745,539	\$2,839,401	\$2,850,000	Utility tax levied on customer's electric bill
ELECTRIC UTILITY SERVICE TAX TO GF	-\$2,273,315	-\$2,475,069	-\$2,432,555	-\$2,375,000	-\$2,468,101	-\$2,480,000	Net of debt service to General Fund
ELEC UTIL BUDGET CARRYFORWARD	\$0	\$0	\$0	\$63,242	\$63,242	\$61,692	
TRANS GF ELEC UTIL	\$1,550	\$0	\$0	\$0	\$1,500	\$0	
TRANS FR DEBT SERVICE 2010	\$0	\$0	\$0	\$0	\$1,550	\$0	
TOTAL REVENUES	\$398,272	\$374,118	\$373,382	\$433,781	\$437,592	\$431,692	
<u>EXPENDITURES</u>							
CONTINGENCY	\$0	\$0	\$0	\$64,192	\$0	\$58,563	
FINANCIAL INSTITUTION FEES	\$1,350	\$1,350	\$0	\$1,350	\$1,350	\$1,350	
ANNUAL DISSEMINATION AGENT FEE	\$2,000	\$2,000	\$2,000	\$2,000	\$1,500	\$2,000	
8038 CP FILING FEE	\$200	\$200	\$0	\$200	\$200	\$200	
TRANSFER OUT	\$1,550	\$0	\$1,550	\$0	\$1,550	\$0	
TRANSFER TO DEBT SERV FUND	\$362,071	\$370,808	\$369,450	\$366,039	\$371,300	\$369,579	Transfer to pay debt service on Bond, Series 2010
TOTAL EXPENDITURES	\$367,171	\$374,358	\$373,000	\$433,781	\$375,900	\$431,692	

**TOWN OF MIAMI LAKES
FY2016-2017 PROPOSED BUDGET**

DEBT SERVICE FUND

Revenue and Expenditure by Line Item

ACCOUNT NAME/DESCRIPTION	FY2012-13 ACTUALS	FY2013-14 ACTUALS	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 PROPOSED BUDGET	COMMENTS
DEBT SERVICE FUND							
REVENUES							
INTEREST INCOME	\$4,969	\$4,969	\$5,721	\$4,500	\$0	\$0	
TRANSF FR SRF PTP	\$0	\$0	\$47,046	\$153,675	\$129,338	\$0	
TRANSFER IN FROM ELEC UTIL FD	\$362,071	\$370,808	\$371,000	\$366,039	\$371,300	\$369,579	
TRANSF ROAD 13 TO DEBT	\$23,713	\$153,223	\$108,289	\$0	\$0	\$0	
TRANSFER IN FROM GENERAL FUND	\$0	\$0	\$0	\$1,548,580	\$1,549,340	\$0	Transfer to pay off Series 2013 Loan
UNREALIZED CAP GAIN/LOSS	\$0	\$0	\$0	\$0	\$0	\$0	
FEDERAL DIRECT PAYMENT	\$183,624	\$178,152	\$177,960	\$177,960	\$178,920	\$178,920	
TOTAL REVENUES	\$574,377	\$707,152	\$710,018	\$2,250,754	\$2,228,898	\$548,499	
EXPENDITURES							
SERIES 2013 PRINCIPAL	\$540	\$100,000	\$105,000	\$1,650,000	\$1,650,000	\$0	Loan principal paid off
SERIES 2013 INTEREST	\$0	\$51,074	\$51,748	\$52,255	\$53,126	\$0	Loan interest paid off
SERIES 2010 INTEREST	\$548,499	\$548,499	\$548,499	\$548,499	\$548,499	\$548,499	
TRANSFER OUT - GENERAL FUND	\$0	\$0	\$15,161	\$0	\$0	\$0	
TRANSFER OUT - ELECTRIC UTILITY REVENUE FUND			\$0	\$0	\$1,550	\$0	
TOTAL EXPENDITURES	\$549,039	\$699,573	\$720,408	\$2,250,754	\$2,253,175	\$548,499	

TOWN OF MIAMI LAKES
FY2016-2017 PROPOSED BUDGET
CAPITAL PROJECTS FUND
Revenue and Expenditure by Line Item

ACCOUNT NAME/DESCRIPTION	FY2012-13 ACTUALS	FY2013-14 ACTUALS	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 PROPOSED BUDGET	COMMENTS
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CAPITAL PROJECTS FUND
FACILITIES AND EQUIPMENT IMPROVEMENT

REVENUES							
TRANSFER FROM IMPACT FEE FUND - POLICE	\$0	\$3,600	\$0	\$24,765	\$24,765	150,000	Transfer for Town Hall Emergency Generator
TRANSFER FROM CONSTRUCTION FUND	\$0	\$0	\$9,875	\$0	\$0	0	
CAP PROJ BUDGET CARRYFORWARD	\$0	\$0	\$0	\$158,516	\$158,516	136,181	Prior year carryforward fund balance
TOTAL REVENUES	\$0	\$3,600	\$9,875	\$183,281	\$183,281	286,181	

EXPENDITURES							
ART IN PUBLIC PLACES	\$2,000	\$0	\$2,406	\$0	\$0	0	-
INFRASTRUCTURE	\$0	\$69,427	\$17,268	\$0	\$0	0	-
MACHINERY & EQUIPMENT	\$132,829	\$28,141	\$21,392	\$183,281	\$47,100	174,765	Completion of Town Hall Emergency Generator with enclosure. FY16 includes design of generator and back-up AC unit at Robert Alonso Community Center
OTHER CAPITAL EXP	\$64,930	\$0	\$0	\$0	\$0	0	-
TRANSFER TO GENERAL FUND	\$0	\$0	\$0	\$0	\$0	111,416	Transfer/Reversal of carryforward funding for generator and enclosure back to the General Fund.
TOTAL EXPENDITURES	\$204,088	\$97,568	\$41,065	\$183,281	\$47,100	286,181	

PARKS IMPROVEMENTS

REVENUES							
PARKS GRANTS BIKE PATH	\$0	\$0	\$77,500	\$0	\$0	0	-
SNP - SEVILLA ESTATES	\$100,000	\$0	\$0	\$0	\$0	0	-
SNP GRANT- ROP	\$69,807	\$0	\$0	\$0	\$0	0	-
SHF DONATIONS SPORT HALL OF FAME	\$2,500	\$10,917	\$0	\$0	\$0	0	-
DONATIONS - FAMILY TREE PRG	\$0	\$800	\$0	\$0	\$0	0	-
CONTRIBUTION FROM DEVELOPER	\$0	\$0	\$0	\$200,000	\$200,000	0	FY16 Developer contribution for Passive Park development
SETTLEMENTS	\$0	\$797,615	\$0	\$0	\$0	0	
CAP PARKS BUDGET CARRYFORWARD	\$0	\$0	\$0	\$1,783,996	\$1,783,996	308,588	Prior year carryforward fund balance
CAP TRANSP BUDGET CARRYFORWARD	\$0	\$132,356	\$0	\$0	\$0	0	-
GF TRANS GREENWAY NW 170TH	\$77,500	\$0	\$0	\$0	\$0	0	-
GF TRANS MIAMI LAKES PARK	\$190,000	\$0	\$0	\$0	\$0	0	-
GF TRANS PARKS OTHER	\$0	\$711,587	\$595,000	\$0	\$0	100,000	Transfer in from General Fund for West Lake Neighborhood Reforestation
GF TRANS BEAUTIFCATION GRANT MATCH	\$28,000	\$28,000	\$28,000	\$0	\$0	0	

TOWN OF MIAMI LAKES
FY2016-2017 PROPOSED BUDGET
CAPITAL PROJECTS FUND
Revenue and Expenditure by Line Item

ACCOUNT NAME/DESCRIPTION	FY2012-13 ACTUALS	FY2013-14 ACTUALS	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 PROPOSED BUDGET	COMMENTS
TRANS FR PARKS IMPACT FEE FUND	\$0	\$0	\$0	\$350,500	\$350,500	370,000	FY17 Transfer in from Parks Impact Fee Fund - Improvements for MLOP Master Plan (\$100,000), Marina and Storage Facility improvements (\$220,000) and parks furniture (\$50,000). FY16 includes MCCC Improvements \$(155,000), Parks IT Enhancement, and additional funding for Optimist Building (\$65,000) and Dog Park (\$50,000)
TRANSF IN-SPEC REVENUE	\$0	\$77,500	\$121,500	\$0	\$0	0	-
TOTAL REVENUES:	\$482,183	\$1,803,775	\$822,000	\$2,334,496	\$2,334,496	778,588	
EXPENDITURES							
DOG PARK	\$0	\$13,502	\$2,017	\$198,000	\$198,000	0	FY16 completion of dog park for a total project cost of \$215,500 (design \$15,500, construction \$200,000)
MINI PARKS REHAB TOT LOTS	\$93,932	\$47,038	\$1,200	\$0	\$0	0	-
CIP RESERVE FOR PARKS	\$0	\$0	\$0	\$0	\$0	128,588	Reserve for future parks improvement projects earmarked for FDOT FY17 Beautification Grant
IT INFRASTRUCTURE	\$0	\$0	\$0	\$65,000	\$65,000	0	FY16 IT Enhancement at all Parks facilities
NIC BEAUTIFICATION MATCHING GRANT PROGRAM	\$10,000	\$0	\$9,511	\$18,489	\$0	0	-
MINI PARKS IMPROVEMENTS	\$10,130	\$0	\$0	\$0	\$0	0	-
WEST LAKE NEIGHBORHOOD REFORESTATION PRG	\$0	\$0	\$0	\$0	\$0	100,000	Remove and replace 1/5 of tree canopy in West Lake neighborhood
TOTAL CLS ADMINISTRATIVE PROJECTS:	\$116,452	\$60,540	\$12,728	\$281,489	\$263,000	228,588	
MINI PARKS GREENWAY BIKE PATH	\$23,564	\$229,567	\$75,277	\$0	\$0	0	-
SAFE ROUTES TO SCHOOL	\$0	\$0	\$0	\$0	\$0	0	-
TOTAL GREENWAY AND TRAILS:	\$23,564	\$229,567	\$75,277	\$0	\$0	0	
ROP BASKETBALL COURT	\$0	\$0	\$0	\$0	\$0	0	-
ROP PLAYGROUND CANOPY	\$0	\$0	\$62,053	\$0	\$0	0	-
TOTAL ROYAL OAKS PARK PROJECTS:	\$0	\$0	\$62,053	\$0	\$0	0	
PLAY PLAYGROUND RENOVATION	\$0	\$0	\$0	\$138,302	\$138,302	0	FY16 Playground Renovation at Park East
MINI PARKS COMM CENT EAST	\$495,790	\$218,376	\$818,575	\$377,598	\$400,000	0	FY16 completion of Park East Youth Center and basketball court at a total cost of \$1.428 million.
TOTAL PARK -EAST (YOUTH CENTER):	\$495,790	\$227,836	\$818,575	\$515,900	\$538,302	0	

TOWN OF MIAMI LAKES
FY2016-2017 PROPOSED BUDGET
CAPITAL PROJECTS FUND
Revenue and Expenditure by Line Item

ACCOUNT NAME/DESCRIPTION	FY2012-13 ACTUALS	FY2013-14 ACTUALS	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 PROPOSED BUDGET	COMMENTS
MINI PARKS COMM CENT WEST	\$474,586	\$499,476	\$89,443	\$155,000	\$0	155,000	Mary Collins Community Center Improvements to include Roof Replacement (\$50,000), impact resistant windows & doors (\$75,000) and air condition (\$30,000)
TOTAL PARK - WEST (MARY COLLINS):	\$474,586	\$499,796	\$89,443	\$155,000	\$0	155,000	
MLOP CLUBHOUSE	\$29,641	\$158,745	\$775,003	\$1,182,107	\$1,182,107	0	FY16 Total project cost of approximately \$2.1M for Clubhouse includes Construction of \$1.8M with a \$300K contingency; design, permitting and other professional fees of \$300,000.
MLOP MARINA	\$0	\$0	\$0	\$0	\$0	140,000	Replace roof, extend and upgrade marina for ADA compliance
MLOP STORAGE FACILITY	\$0	\$0	\$0	\$0	\$0	80,000	Replace roof, A/C unit, and renovate bathrooms
MLOP MASTER PLAN	\$0	\$0	\$0	\$0	\$0	100,000	Funding to complete design for implementation of MLOP Master Plan
MLOP W&S CONNECT -CURR CONST	\$240,360	\$292,473	-\$1,150	\$0	\$0	0	
TOTAL MIAMI LAKES OPTIMIST PARK	\$270,177	\$451,218	\$773,853	\$1,182,107	\$1,182,107	320,000	
MINI PARKS IMPROVEMENTS	\$0	\$0	\$0	\$0	\$0	50,000	New furniture throughout pocket parks including signage, benches and waste bins
TOTAL MINI PARKS	\$0	\$0	\$0	\$0	\$0	50,000	
BRIDGE PARK	\$0	\$0	\$0	\$0	\$30,000	25,000	Develop interlocal agreement between Miami Lakes and City of Hialeah
PAR 3 PARK	\$0	\$0	\$0	\$0	\$12,500	0	
PASSIVE PARK DEVELOPMENT	\$0	\$0	\$0	\$200,000	\$0	0	Development of passive parks
TOTAL PASSIVE PARK DEVELOPMENT	\$0	\$0	\$0	\$200,000	\$42,500	25,000	
TOTAL PARKS IMPROVEMENTS EXPENDITURES	\$1,380,568	\$1,468,957	\$1,831,928	\$2,334,496	\$2,025,909	778,588	

TRANSPORTATION IMPROVEMENTS

REVENUES							
SECOND LOC OPT GAS TAXE 3 cent	\$150,046	\$154,511	\$155,672	\$145,000	\$151,471	164,080	1 to 5 cent tax per Florida Statute 336.025
IMPACT FEES	\$10,517	\$17,827	\$21,735	\$0	\$0	0	Based on historical collections from Dade County
MPO GRANT	\$0	\$0	\$0	\$0	\$0	40,000	Complete Streets Grant Award from MPO with \$10,000 Town match.

TOWN OF MIAMI LAKES
FY2016-2017 PROPOSED BUDGET
CAPITAL PROJECTS FUND
Revenue and Expenditure by Line Item

ACCOUNT NAME/DESCRIPTION	FY2012-13 ACTUALS	FY2013-14 ACTUALS	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 PROPOSED BUDGET	COMMENTS
SAFE ROUTES TO SCHOOL	\$0	\$0	\$0	\$200,000	\$200,000	0	FY16 includes grant with Town match of \$121,500
STATE GRANT	\$0	\$0	\$61,437	\$100,000	\$100,000	0	FY16 FDOT Grant for 154 Street and Palmetto beautification.
INTEREST INCOME	\$45,751	\$28,912	\$27,034	\$0	\$0	0	Interest income from Investment Portfolio
TRANSF F/SRF PTP	\$0	\$190,828	\$178,500	\$130,000	\$130,000	26,276	Transfer from Special Revenue Fund - PTP 80% for budgeted projects
TRANSF FROM MOBILITY FEE FUND	\$0	\$0	\$0	\$0	\$0	700,000	Transfer from Mobility Fee Fund for Adaptive Signalization Program and design of Underpass Bridges at 146th Street and at 159th Street
CAPTRANSP BUDGET CARRYFORWARD	\$0	\$0	\$0	\$2,414,455	\$2,414,455	944,888	Prior year carryforward fund balance
TOTAL REVENUES	\$1,048,341	\$485,999	\$444,378	\$2,989,455	\$2,995,926	1,875,244	
EXPENDITURES							
TRAFFIC CALMING	\$0	\$13,372	\$36,503	\$50,000	\$2,000	0	No FY17 budget
CIP RESERVE FOR TRANSPORT	\$15,303	\$0	\$0	\$19,867	\$0	0	Contingency for Transportation project needs.
BUS SHELTER ACQUISITION	\$0	\$0	\$141,120	\$0	\$0	0	-
59TH AVENUE EXTENSION, PUBLIC WORKS STORAGE YARD AND BOAT YARD	\$0	\$0	\$0	\$308,000	\$7,800	191,334	Secure approval from FAA and South Florida Water Management District to extend 59th Avenue south to Miami Lakes Drive to include construction of PW Yard and Boat Storage facility. Total project cost \$5.8M
TRANSP LAKE MARTHA IMPROV	\$12,500	\$74,053	\$344,089	\$1,103,200	\$1,103,200	0	Drainage and roadway improvements commenced in FY14 and completed in FY16 at a total project cost of approximately \$2.66M. 40% of cost is allocated to Stormwater and 60% to Transportation.
TRANSP LAKE SARAH IMPROV	\$0	\$81,569	\$5,486	\$520,600	\$25,000	170,660	Total project cost is estimated at \$2 million. FDEP grant awarded for \$300,000. Design completed in FY14; bidding and construction of Phases 1 and 2 to commence in FY17 for a total of \$1,321,400 (construction \$1.19M, construction admin \$71,400; permitting and other fees \$60,000). Cost split between Transportation and Stormwater.
SAFE ROUTES TO SCHOOL ALONG MLS	\$0	\$0	\$15,373	\$321,500	\$321,500	0	Design and construction of Safe Routes to School
HUTCHINSON ROADWAY & DRAINAGE IMPR	\$0	\$0	\$0	\$74,750	\$0	74,750	Hutchinson Roadway & Drainage Improvement - 65% allocation for a total project cost of \$115,000

TOWN OF MIAMI LAKES
FY2016-2017 PROPOSED BUDGET
CAPITAL PROJECTS FUND
Revenue and Expenditure by Line Item

ACCOUNT NAME/DESCRIPTION	FY2012-13 ACTUALS	FY2013-14 ACTUALS	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 PROPOSED BUDGET	COMMENTS
BEAUTIFICATION	\$600	\$74,201	\$61,437	\$166,538	\$166,538	0	FY16 includes Implementation of Beautification Master Plan that included gateway improvements at NW 154 & Palmetto, underpass improvements at Miami Lakes Dr & Palmetto, and roadway improvements at 77th Court to Miami Lakeway N & S.
BEAUTIFICATION FDOT	\$0	\$0	\$0	\$200,000	\$200,000	0	Beautification Project at Palmetto and 154th Street. Grant funding of \$100,00 with Town match of \$100,000
WINDMILL GATE ROAD IMPROVEMENTS	\$0	\$0	\$0	\$50,000	\$50,000	350,000	Intersection improvement at Windmill Gate and Palmetto. FY17 funding for construction. FY16 includes survey, design and land transfer cost. Total project cost \$400,000
PALMETTO & NW 67TH AVENUE	\$0	\$0	\$0	\$30,000	\$30,000	0	FY16 widening of 67th Avenue to add an additional through lane.
GREENWAY AND TRAILS STRIPING	\$0	\$0	\$0	\$15,000	\$15,000	0	FY16 includes on-road striping of of bike path throughout Town limits
PEDESTRIAN CROSSWALKS	\$0	\$0	\$0	\$130,000	\$130,000	0	FY16 includes pedestrian crosswalks at Main Street & Bull Run (\$43,500), 154 Street & Palmetto (\$61,500) and 67th Ave and 138 Street (\$25,000)
164TH STREET & NW 87TH AVENUE	\$0	\$0	\$0	\$0	\$0	18,500	Widening of 164th Street and 87th Avenue. Signalling implementation to be funded by the County
MIAMI LAKES GREEN (NW 77TH CT GREENWAY SOUTH)	\$0	\$0	\$0	\$0	\$0	140,000	Funding for design of project. TAP grant (\$600K) awarded in FY18 for construction between dog park and 154th street.
154TH STREET & 77TH COURT	\$0	\$0	\$0	\$0	\$0	130,000	Traffic Analysis was conducted for FDOT Review in FY2016. Funding is to design and construct a northbound right turn lane pending FDOT approval.
COMPLETE STREETS IMPLEMENTATION PLAN	\$0	\$0	\$0	\$0	\$0	50,000	Improvements to pedestrian connections and bike lanes at Town Center. Complete Streets Grant awarded for \$40,000 with Town match of \$10,000 will cover design work
BICYCLE/PEDESTRIAN IMPROVEMENTS	\$0	\$0	\$0	\$0	\$0	50,000	Design of projects funded by TAP Grant (\$1M) awarded in FY18
146TH STREET UNDERPASS BRIDGE	\$0	\$0	\$0	\$0	\$0	170,000	Design of Underpass bridge at 146th Street and Palmetto

TOWN OF MIAMI LAKES
FY2016-2017 PROPOSED BUDGET
CAPITAL PROJECTS FUND
Revenue and Expenditure by Line Item

ACCOUNT NAME/DESCRIPTION	FY2012-13 ACTUALS	FY2013-14 ACTUALS	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 PROPOSED BUDGET	COMMENTS
160TH STREET UNDERPASS BRIDGE	\$0	\$0	\$0	\$0	\$0	170,000	Design of Underpass bridge at 160th Street and Palmetto
ADAPTIVE SIGNALIZATION PROGRAM	\$0	\$0	\$0	\$0	\$0	360,000	Implementation of adaptive hardware and software at 5 main intersections of the Town along 154th Street between 82nd Avenue and Palmetto Expressway
TRANSF OUT -PARKS CIP	\$0	\$132,356	\$0	\$0	\$0	0	
TOTAL EXPENDITURES:	\$277,583	\$381,551	\$604,009	\$2,989,455	\$2,051,038	1,875,244	

STORMWATER IMPROVEMENTS

REVENUES							
STORMWATER GRANTS	\$597,869	\$0	\$0	\$300,000	\$300,000	300,000	FY17 FDEP Grant for Lake Sarah/Hilda. FY16 FDEP Grant for West Lake Phase 2
STORMWATER GRANTS	\$0	\$0	\$120,601	\$878,500	\$200,000	678,500	Canal Bank Stabilization grant
CAPITAL SW BUDGET CARRYFORWD	\$0	\$0	\$0	\$1,114,830	\$1,114,830	422,023	Prior year fund balance carryforward
TRANSF IN-PEOPLES TRANSPORTATION PRGM	\$0	\$0	\$0	\$300,000	\$300,000	0	Transfer from PTP towards drainage portion of budgeted projects
TRANSF IN-STORMWATER	\$277,495	\$0	\$500,000	\$0	\$0	468,967	Transfer from Stormwater Utility Fund towards the drainage portion of Lake Sarah/Hilda
TOTAL REVENUES:	\$875,364	\$0	\$620,601	\$2,593,330	\$1,914,830	1,869,490	

EXPENDITURES							
WEST LAKE A	\$97,233	\$758,667	\$399,371	\$371,500	\$371,500	0	West Lakes A-Phase I completed in FY14 at a total cost of \$903,000; Phase 2 completed in FY16 at \$689,000
WEST LAKES B, C, D and E	\$82,290	\$17,386	\$2,636	\$10,000	\$10,000	0	Total cost of project estimated at \$1.28M. Design completed in FY14. FY16 includes CIP management services. Bidding and construction to commence in FY18.
ROYAL OAKS DRAINAGE & ROADWAY IMPROVS	\$0	\$53,843	\$0	\$9,370	\$9,370	0	FY16 includes capital improvement management services cost
CANAL BANK STABILIZATION	\$0	\$0	\$120,601	\$878,500	\$200,000	678,500	Stabilization of canal banks along 170 Street and 77 Court; Engineering fees \$130,000 and construction cost \$870,000. Design completed in FY15, construction commenced in FY16 to be completed in FY17
LAKE MARTHA DRAINAGE IMPROVEMENT	\$0	\$0	\$229,392	\$897,742	\$897,742	0	Drainage and roadway improvements commenced in FY14 and completed in FY16 at a total project cost of approximately \$2.66M. 40% of cost is allocated to Stormwater and 60% to Transportation.

TOWN OF MIAMI LAKES
FY2016-2017 PROPOSED BUDGET
CAPITAL PROJECTS FUND
Revenue and Expenditure by Line Item

ACCOUNT NAME/DESCRIPTION	FY2012-13 ACTUALS	FY2013-14 ACTUALS	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 PROPOSED BUDGET	COMMENTS
LAKE SARAH IMPROVEMENT	\$0	\$0	\$0	\$300,000	\$4,195	1,150,740	Total project cost is estimated at \$2 million. FDEP grant awarded for \$300,000. Design completed in FY14; bidding and construction of Phases 1 and 2 to commence in FY17 for a total of \$1,321,400 (construction \$1.19M, construction admin \$71,400; permitting and other fees \$60,000). Cost split between Transportation and Stormwater.
HUTCHINSON ROADWAY & DRAINAGE IMPR	\$0	\$0	\$0	\$40,250	\$0	40,250	Hutchinson Roadway & Drainage Improvement - 35% allocation for a total project cost of \$115,000
OPERATING CONTINGENCY- STORM	\$0	\$0	\$0	\$85,968	\$0	0	Contingency for Stormwater capital project needs.
TOTAL EXPENDITURES:	\$1,349,957	\$958,638	\$752,000	\$2,593,330	\$1,492,807	1,869,490	
TOTAL CAPITAL FUND PROJECTS REVENUES	\$2,405,888	\$2,293,374	\$1,896,853	\$8,105,562	\$7,428,533	4,809,503	
TOTAL CAPITAL FUND PROJECTS EXPENDITURES	\$3,212,196	\$2,906,714	\$3,229,003	\$8,105,562	\$5,616,854	4,809,503	

TOWN OF MIAMI LAKES
FY2016-2017 PROPOSED BUDGET
STORMWATER UTILITY FUND
Revenue and Expenditure by Line Item

ACCOUNT NAME/DESCRIPTION	FY2012-13 ACTUALS	FY2013-14 ACTUALS	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 PROPOSED BUDGET	COMMENTS
STORMWATER UTILITY FUND							
REVENUES							
STORMWATER UTILITY FEES	\$970,188	\$850,864	\$942,089	\$950,000	\$956,124	\$1,050,000	Based on rate of \$4.50 per ERU.
INTEREST EARNINGS	\$397	\$2,618	\$32,138	\$400	\$32,000	\$32,000	Interest earnings based on percentage of Stormwater Investment Portfolio
STORMWATER BUDGET CARRYFORWD	\$0	\$0	\$0	\$288,388	\$288,388	\$546,065	Prior year fund balance carryforward
INTER-FUND TRANSFERS	\$1,897,582	\$804,131	\$751,946	\$0	\$0	\$0	
TOTAL STORMWATER UTILITY REVENUES	\$2,877,565	\$1,657,613	\$1,726,173	\$1,238,788	\$1,276,512	\$1,628,065	
EXPENDITURES							
ADMINISTRATIVE SUPP TO STORMWATER	\$0	\$30,000	\$30,000	\$0	\$0	\$0	
WASAD FEE COLLECTION	\$25,787	\$24,971	\$27,522	\$27,000	\$28,475	\$31,500	WASD fee to collect stormwater charges (approx 35,000 bills @\$0.90)
STORMWATER ADMINISTRATION	\$62,000	\$10,589	\$32,000	\$32,000	\$32,000	\$32,000	Overhead charges for support of utility
PUBLIC OUTREACH/WORKSHOPS	\$0	\$850	\$535	\$5,000	\$3,000	\$5,000	Required for NPDES and CRS annual certifications
BOOKS PUBLICATIONS	\$0	\$360	\$0	\$1,000	\$1,000	\$1,000	Required for CRS: American Association of Flood Plain Managers, FL SW Association & FL Flood
TRAINING AND EDUCATION	\$506	\$1,770	\$2,754	\$5,000	\$3,500	\$5,000	Mandated training to maintain certification
S/W UTIL REVENUE BOND DEBT	\$69,631	\$43,703	\$72,791	\$66,100	\$66,966	\$68,000	QNIP Debt service payments
FEMA FUNDED CANAL DREDGING PAYMENT	\$0	\$0	\$0	\$0	\$0	\$15,000	Payment for FEMA-funded canal dredging project
TRANSFER TO CAP PROJECTS FD	\$277,495	\$0	\$500,000	\$0	\$0	\$468,967	Transfer for capital improvement projects
TOTAL STORMWATER UTILITY EXPENSES	\$580,518	\$310,683	\$665,602	\$136,100	\$134,941	\$626,467	
NPDES COMPUT. DISCHARGE MOD	\$805	\$805	\$805	\$1,000	\$1,000	\$1,000	Annual regulatory program and surveillance fees
NPDES PERMIT FEES	\$23,386	\$6,836	\$24,522	\$24,000	\$13,000	\$15,000	Annual payment to DERM for permit for water sampling and monitoring
TOTAL NPDES COSTS	\$24,191	\$7,641	\$25,327	\$25,000	\$14,000	\$16,000	
REGULAR SALARIES	\$124,308	\$99,753	\$112,241	\$111,253	\$134,888	\$148,653	Salary for PW Director (50%), Office Specialist and 2 Vacuum Truck Operators
EMPLOYEE BONUS/COLA	\$0	\$0	\$0	\$0	\$0	\$1,600	Two percent COLA effective April 2017
STORMWATER OVERTIME	\$1,498	\$4,738	\$1,424	\$5,000	\$0	\$1,000	Additional hours as needed for vac truck operators
PAYROLL TAXES	\$9,980	\$8,138	\$7,003	\$8,511	\$10,319	\$11,372	Calculated based on 7.65% of salaries
FRS CONTRIBUTIONS	\$7,018	\$7,583	\$7,525	\$6,069	\$9,887	\$11,179	Rate increase from 7.26% to 7.52% thru Jul '17
HEALTH & LIFE INSURANCE	\$12,803	\$23,817	\$20,436	\$22,221	\$28,001	\$36,421	Includes medical, dental, vision and life

TOWN OF MIAMI LAKES
FY2016-2017 PROPOSED BUDGET
STORMWATER UTILITY FUND
Revenue and Expenditure by Line Item

ACCOUNT NAME/DESCRIPTION	FY2012-13 ACTUALS	FY2013-14 ACTUALS	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 PROPOSED BUDGET	COMMENTS
WIRELESS STIPEND	\$196	\$764	\$677	\$480	\$750	\$750	Stipend for PW Director (50%) and Vacuum Truck Operator
MASTER PLAN UPDATE	\$0	\$0	\$0	\$0	\$0	\$30,000	Stormwater Master Plan to be updated to include West Lakes, Lake Martha and Lake Sarah roadway and drainage improvements.
LAKE QUALITY ASSESSMENT	\$0	\$0	\$0	\$0	\$0	\$50,000	Conduct lake quality assessment
STORMWATER INSPECTOR	\$47,772	\$81,767	\$55,598	\$57,400	\$42,000	\$65,000	Inspection services for stormwater operations
CLEAN BASINS PIPES TRENCHES	\$11,098	\$15,644	\$49,336	\$42,000	\$42,000	\$42,000	Tipping/dumping fee to MDC for vac truck solid waste (\$27,000); annual cleaning of 92 outfalls
MINOR REPAIRS & IMPROVEMENTS	\$47,422	\$89,965	\$81,373	\$100,000	\$100,000	\$100,000	Roadway and drainage restoration per Stormwater Management Master Plan
COMMUNITY RATING SYSTEM	\$9,826	\$1,123	\$0	\$2,000	\$2,000	\$2,000	Flood management program to reduce resident flood insurance premiums
STREET SWEEPING	\$30,144	\$32,046	\$24,289	\$40,000	\$33,285	\$31,875	Contract street sweeping 62.5 lane miles of roadway bi-weekly
REPAIR AND MAINTENANCE	\$19,419	\$16,042	\$10,114	\$15,000	\$15,000	\$15,000	Vac truck and GPS system repair and maintenance
CANAL MAINTENANCE	\$208,479	\$83,893	\$162,930	\$158,244	\$150,000	\$218,125	Miami-Dade County contract increase of approx \$62,000 for chemical treatment of canals (\$160,000). Monthly maintenance of canals (\$34,000), rodent control (\$3,000), cleaning lakes in the parks (\$9,625), HOAs maintenance fee (\$1,600) and vegetation, algae and herbicidal treatment (\$9,900)
STORMWATER CONTINGENCY	\$0	\$0	\$0	\$488,881	\$0	\$205,652	Contingency for SW project needs.
MISC EXPENSES/REMOTE ACCESS DEVICE	\$8,898	\$0	\$0	\$1,080	\$916	\$960	Data plan for field personnel devices
UNIFORMS	\$0	\$0	\$0	\$1,410	\$1,000	\$1,410	Uniforms for 2 Vac truck operators (\$1,250) and 4 shirts for Director and Inspectors (\$160)
GAS, OIL, LUBRICANTS	\$0	\$0	\$11,324	\$15,840	\$7,977	\$12,000	Gas, oil and lubricants for Vac truck
EDUCATION & TRAINING	\$0	\$0	\$1,070	\$0	\$0	\$0	
MACHINERY AND EQUIPMENT	\$0	\$0	\$0	\$2,300	\$4,300	\$0	FY16 Tablet for field personnel (\$800) and laptop for inspector (\$1,500)
COMPUTER SOFTWARE LICENSES	\$0	\$0	\$0	\$0	\$600	\$600	Annual renewal of 2 AutoCad licenses
TOTAL STORMWATER OPERATING	\$550,183	\$465,273	\$545,340	\$1,077,688	\$582,923	\$985,598	
TOTAL STORMWATER UTILITY REVENUES	\$2,877,565	\$1,657,613	\$1,726,173	\$1,238,788	\$1,276,512	\$1,628,065	
TOTAL STORMWATER UTILITY EXPENDITURES	\$1,154,893	\$783,597	\$1,236,270	\$1,238,788	\$731,864	\$1,628,065	

TOWN OF MIAMI LAKES
FY2016-2017 PROPOSED BUDGET
FACILITY MAINTENANCE FUND
Revenue and Expenditure by Line Item

ACCOUNT NAME/DESCRIPTION	FY2012-13 ACTUALS	FY2013-14 ACTUALS	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 PROPOSED BUDGET	COMMENTS
FACILITY MAINTENANCE FUND							
REVENUES							
TRANS FROM GENERAL FUND - ADMINISTRATION	\$0	\$0	\$0	\$0	\$0	\$167,081	Transfer in to fund Administration's portion of building expenses
TRANS FROM GENERAL FUND - POLICE	\$0	\$0	\$0	\$0	\$0	\$75,187	Transfer In to fund Police's portion of building expenses
TRANS FROM BUILDING FUND	\$0	\$0	\$0	\$0	\$0	\$36,201	Transfer In to fund Building Dept's portion of building expenses
TOTAL FACILITY MAINTENANCE REVENUES:	\$0	\$0	\$0	\$0	\$0	\$278,469	
EXPENDITURES							
SALARIES	\$0	\$0	\$0	\$0	\$0	\$40,000	Salary for Facility Maintenance Coordinator
PAYROLL TAXES	\$0	\$0	\$0	\$0	\$0	\$3,060	Calculated based on 7.65% of salaries
FRS CONTRIBUTIONS	\$0	\$0	\$0	\$0	\$0	\$3,008	Rate increase from 7.26% to 7.52% thru Jul '17
HEALTH & LIFE INSURANCE	\$0	\$0	\$0	\$0	\$0	\$10,191	Includes medical, dental, vision and life
TELEPHONE SERVICES	\$0	\$0	\$0	\$0	\$0	\$16,140	Includes allocation for AT&T fax line (\$8,700), Suncom phone service (\$7,200) for Town Hall, emergency phones (\$240)
UTILITIES	\$0	\$0	\$0	\$0	\$0	\$57,860	Includes Administration's allocation of Government Center expenses: FP&L (\$46,000), water and sewer (\$10,000) and waste removal (\$1,860)
REPAIR AND MAINT CONTRACTS	\$0	\$0	\$0	\$0	\$0	\$146,000	Government Center contractual expenses for custodial services (\$65,000), pest control (\$750), landscaping (\$15,370), A/C and software maintenance (\$15,500) and plumbing, electrical, handyman service (\$20,000) and other repairs
REMOTE ACCESS DEVICE	\$0	\$0	\$0	\$0	\$0	\$960	Data Plan for handyman crew devices
MACHINERY AND EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$1,250	2 iPad Minis for handyman crew
TOTAL FACILITY MAINTENANCE EXPENDITURES:	\$0	\$0	\$0	\$0	\$0	\$278,469	

TOWN OF MIAMI LAKES
FY 2016-2017 PROPOSED BUDGET
FIVE-YEAR CAPITAL IMPROVEMENT PLAN
Revenue and Expenditure by Line Item

	FY2016-17	FY2017-18	FY2018-19	FY2019-20	FY2020-21	COMMENTS
FACILITIES AND EQUIPMENT IMPROVEMENT						
REVENUES						
TRANSFER FROM IMPACT FEES FUND	\$150,000	\$0	\$0	\$0	\$0	Transfer from Police Impact Fees Fund for public safety capital improvement as identified
CAP PROJ BUDGET CARRYFORWARD	\$136,181	\$0	\$0	\$0	\$0	Prior year carryforward sub-fund balance
TOTAL REVENUES	\$286,181	\$0	\$0	\$0	\$0	
EXPENDITURES						
MACHINERY & EQUIPMENT	\$174,765	\$0	\$0	\$0	\$0	Installation of emergency generator and construction of enclosure at Town Hall, which is essentially the Town's command center for the Police Department in the event of a hurricane
TRANSF TO SRF - BLACK OLIVE PROGRAM	\$111,416	\$0	\$0	\$0	\$0	Transfer/Reversal of carryforward funding for generator and enclosure back to the General Fund
TOTAL EXPENDITURES	\$286,181	\$0	\$0	\$0	\$0	
PARKS IMPROVEMENT						
REVENUES						
CAP PARKS BUDGET CARRYFORWARD	\$308,588	\$0	\$0	\$0	\$0	Prior year carryforward sub-fund balance
GF TRANSF PARKS OTHER	\$100,000	\$450,000	\$0	\$0	\$0	Transfers from General Fund
GF TRANSF BEAUTIFCATION GRANT MATCH	\$0	\$10,000	\$10,000	\$10,000	\$10,000	Town's matching grant for Neighborhood Improvement
TRANSF IN- PARKS IMPACT FEE FUND - OPEN SPACE	\$0	\$75,000	\$0	\$0	\$0	Transfers from Parks Impact Fee Fund - Open Space for projects as identified
TRANSF IN- PARKS IMPACT FEE FUND - IMPROVEMENTS	\$370,000	\$550,000	\$0	\$0	\$0	Transfers from Parks Impact Fee Fund - Parks Improvements for improvements to Parks facilities
TOTAL REVENUES:	\$778,588	\$1,085,000	\$10,000	\$10,000	\$10,000	
EXPENDITURES						
CIP RESERVE FOR PARKS	\$128,588	\$0	\$0	\$0	\$0	Reserve for future parks improvement projects earmarked for FDOT FY17 Beautification Grant match if awarded
NIC BEAUTIFCATION MATCHING GRANT PROGRAM	\$0	\$10,000	\$10,000	\$10,000	\$10,000	Grant match funding for neighborhood improvement

TOWN OF MIAMI LAKES
FY 2016-2017 PROPOSED BUDGET
FIVE-YEAR CAPITAL IMPROVEMENT PLAN
Revenue and Expenditure by Line Item

	FY2016-17	FY2017-18	FY2018-19	FY2019-20	FY2020-21	COMMENTS
WEST LAKE REFORESTATION PROGRAM	\$100,000	\$0	\$0	\$0	\$0	Total project is estimated at \$500,000. FY 17 Remove and replace 1/5 of tree canopy in West Lake neighborhood.
TOTAL CLS ADMINISTRATIVE PROJECTS:	\$228,588	\$10,000	\$10,000	\$10,000	\$10,000	
PARKS WEST COMM CENTERT	\$155,000	\$0	\$0	\$0	\$0	Mary Collins Community Center Improvements to include Roof Replacement (\$50,000), impact resistant windows & doors (\$75,000) and air condition (\$30,000)
TOTAL MCCC - PARK WEST	\$155,000	\$0	\$0	\$0	\$0	
MLOP MARINA	\$140,000	\$0	\$0	\$0	\$0	\$0 Replace roof and upgrade marina bathrooms with energy efficient fixtures and fittings
MLOP STORAGE FACILITY	\$80,000	\$0	\$0	\$0	\$0	\$0 Replace roof, A/C unit, ice machine, and renovate bathrooms. Remodel interior for an office space and complete storage space for Parks equipment; paint interior and exterior of building
MLOP MASTER PLAN	\$100,000	\$1,000,000	\$0	\$0	\$0	\$0 FY17 Funding to complete design of MLOP Master Plan; FY18 Implementation of design to include construction.
TOTAL MIAMI LAKES OPTIMIST PARK	\$320,000	\$1,000,000	\$0	\$0	\$0	
MINI PARKS IMPROVEMENTS	\$50,000	\$0	\$0	\$0	\$0	\$0 New furniture throughout pocket parks including signage, benches and waste bins
TOTAL MINI PARKS	\$50,000	\$0	\$0	\$0	\$0	
BRIDGE PARK	\$25,000	\$0	\$0	\$0	\$0	\$0 Develop interlocal agreement between Miami Lakes and City of Hialeah
MADDEN'S HAMMOCK PARK	\$0	\$75,000	\$0	\$0	\$0	\$0 Design services for Madden's Hammock
TOTAL PASSIVE PARK	\$25,000	\$75,000	\$0	\$0	\$0	
TOTAL PARKS IMPROVEMENTS EXPENDITURES	\$778,588	\$1,085,000	\$10,000	\$10,000	\$10,000	

TOWN OF MIAMI LAKES
FY 2016-2017 PROPOSED BUDGET
FIVE-YEAR CAPITAL IMPROVEMENT PLAN
Revenue and Expenditure by Line Item

	FY2016-17	FY2017-18	FY2018-19	FY2019-20	FY2020-21	COMMENTS
TRANSPORTATION IMPROVEMENT						
REVENUES						
SECOND LOCAL OPTION GAS TAX 3 cent	\$164,080	\$165,000	\$170,000	\$170,000	\$170,000	1 to 5 cent tax per Florida Statute 336.025
MPO GRANT	\$40,000	\$0	\$0	\$0	\$0	Complete Streets Grant Award from MPO
STATE GRANT - TAP	\$0	\$1,600,000	\$85,000	\$0	\$0	FDOT & MPO Grant for Transportation Alternative Program (TAP) - Greenway Trail Phase 3
TRANSFER IN- SRF PTP	\$26,276	\$350,000	\$350,000	\$350,000	\$350,000	Transfers from Special Revenue Fund PTP 80% (half-cent discretionary sales surtax) for transportation related and roadway improvement capital projects
TRANSFER IN- MOBILITY FEE FUND	\$700,000	\$0	\$0	\$0	\$0	Transfers from Mobility Fee Trust Account Fund for projects as identified
CAPTRANSP BUDGET CARRYFORWARD	\$944,888	\$0	\$0	\$0	\$130,000	Prior year carryforward sub-fund balance
TOTAL REVENUES	\$1,875,244	\$2,115,000	\$605,000	\$520,000	\$650,000	
EXPENDITURES						
CIP RESERVE FOR TRANSPORT	\$0	\$0	\$0	\$130,000	\$260,000	Contingency for transportation project needs
59TH AVENUE EXTENSION, PUBLIC WORKS STORAGE YARD AND BOAT YARD	\$191,334	\$317,840	\$0	\$0	\$0	Secure approval from FAA and South Florida Water Management District to extend 59th Avenue south to Miami Lakes Drive to include construction of PW Yard and Boat Storage facility. Total project cost \$5.8M
TRANSP LAKE SARAH/HILDA ROADWAY AND DRAINAGE IMP	\$170,660	\$197,160	\$0	\$0	\$0	Total project cost is estimated at \$2 million. FDEP grant awarded for \$300,000. Design completed in FY14; bidding and construction of Phases 1 and 2 to commence in FY17 for a total of \$1,321,400 (construction \$1.19M, construction admin \$71,400; permitting and other fees \$60,000). Cost split between Transportation and Stormwater.
TRANSP HUTCHINSON ROADWAY & DRAINAGE	\$74,750	\$0	\$0	\$0	\$0	Hutchinson Roadway & Drainage Improvement - 65% to transportation and 35% allocation to stormwater for a total project cost of \$115,000
WEST LAKE ROADWAY & DRAINAGE - NW 148TH TERRACE/ NW 148TH STREET/ NW 149TH TERRACE	\$0	\$0	\$390,000	\$390,000	\$390,000	Total project cost is estimated at \$1.95M and allocated 60% to Transportation and 40% to Stormwater. Project is divided into 3 Phases. Design was completed in FY14 as part of West Lake Phase 1 Project. Bidding and construction to commence in FY19 and all three phases completed by FY21.

TOWN OF MIAMI LAKES
FY 2016-2017 PROPOSED BUDGET
FIVE-YEAR CAPITAL IMPROVEMENT PLAN
Revenue and Expenditure by Line Item

	FY2016-17	FY2017-18	FY2018-19	FY2019-20	FY2020-21	COMMENTS
WINDMILL GATE ROAD IMPRV	\$350,000	\$0	\$0	\$0	\$0	Intersection improvement at Windmill Gate and Palmetto. FY17 funding for construction. FY16 includes survey, design and land transfer cost. Total project cost \$400,000
164TH STREET & NW 87TH AVENUE	\$18,500	\$0	\$0	\$0	\$0	Widening of 164th Street and 87th Avenue. Signalling implementation to be funded by Miami-Dade County
MIAMI LAKES GREEN/NW 77TH CT GREENWAY SOUTH	\$140,000	\$900,000	\$0	\$0	\$0	A grant awarded for construction between 154th Street and the Dog Park (\$600K). FY17 funding for design for construction to commence in FY18
NW 77TH CT GREENWAY NORTH	\$0	\$0	\$215,000	\$0	\$0	TAP Grant awarded (\$85,000) for construction of a multi-purpose greenway trail from NW 77th Court, north from NW 154th Street to NW 163rd Street.
154TH STREET & 77TH COURT	\$130,000	\$0	\$0	\$0	\$0	Traffic Analysis was conducted for FDOT Review in FY2016. Funding is to design and construct a northbound right turn lane pending FDOT approval.
COMPLETE STREETS IMPLEMENTATION PLAN	\$50,000	\$0	\$0	\$0	\$0	Improvements to pedestrian connections and bike lanes at Town Center. Complete Streets Grant awarded for \$40,000 with Town match of \$10,000 will cover design work
TAP GRANT PROJECTS DESIGN FOR BICYCLE/PEDESTRIAN IMPROVEMENTS	\$50,000	\$0	\$0	\$0	\$0	Design of projects funded by TAP Grant (\$1M) awarded in FY18
146TH STREET UNDERPASS BRIDGE	\$170,000	\$0	\$0	\$0	\$0	Design of Underpass bridge at 146th Street and Palmetto
160TH STREET UNDERPASS BRIDGE	\$170,000	\$0	\$0	\$0	\$0	Design of Underpass bridge at 160th Street and Palmetto
ADAPTIVE SIGNALIZATION PROGRAM	\$360,000	\$0	\$0	\$0	\$0	Implementation of adaptive hardware and software at 5 main intersections of the Town along 154th Street between 82nd Avenue and Palmetto Expressway
ADA/SIDEWALK IMPROVEMENTS	\$0	\$400,000	\$0	\$0	\$0	Improvements based on ADA Assessment Report.
BICYCLE/PEDESTRIAN IMPROVEMENTS		\$300,000				Create shared-use paths to accommodate two-direction travel for bicyclists and pedestrians and enhance crosswalks at intersections
TOTAL EXPENDITURES:	\$1,875,244	\$2,115,000	\$605,000	\$520,000	\$650,000	

STORMWATER IMPROVEMENT

REVENUES

STORMWATER GRANTS	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	FY17 FDEP Grant to fund stormwater improvements to Lake Hilda/Sarah. Anticipated Legislative grants in outgoing years
STORMWATER GRANTS	\$678,500	\$0	\$0	\$0	\$0	Canal Bank Stabilization grant

TOWN OF MIAMI LAKES
FY 2016-2017 PROPOSED BUDGET
FIVE-YEAR CAPITAL IMPROVEMENT PLAN
Revenue and Expenditure by Line Item

	FY2016-17	FY2017-18	FY2018-19	FY2019-20	FY2020-21	COMMENTS
CAPITAL SW BUDGET CARRYFORWD	\$422,023	\$0	\$139,960	\$479,960	\$819,960	Prior year carryforward sub-fund balance
TRANSF IN-STORMWATER	\$468,967	\$300,000	\$300,000	\$300,000	\$300,000	Transfer from Stormwater Utility Fund towards the drainage portion of projects as identified
TOTAL REVENUES:	\$1,869,490	\$600,000	\$739,960	\$1,079,960	\$1,419,960	
EXPENDITURES						
WEST LAKE ROADWAY & DRAINAGE - NW 148TH TERRACE/ NW 148TH STREET/ NW 149TH TERRACE	\$0	\$0	\$260,000	\$260,000	\$260,000	Total project cost is estimated at \$1.95M and allocated 60% to Transportation and 40% to Stormwater. Project is divided into 3 Phases. Design was completed in FY14 as part of West Lake Phase 1 Project. Bidding and construction to commence in FY19 and all three phases completed by FY21.
ROYAL OAKS DRAINAGE & ROADWAY IMPROVS	\$0	\$0	\$0	\$0	\$1,159,960	Total project cost estimated at \$2 million. Design completed in FY2014 (\$120,000); bidding in 2020; construction to commence in FY2021 (construction cost \$1.8M, administration \$60,000)
CANAL BANK STABILIZATION	\$678,500	\$0	\$0	\$0	\$0	Stabilization of canal banks along 170 Street and 77 Court; Engineering fees \$130,000 and construction cost \$870,000. Design completed in FY15, construction commenced in FY16 to be completed in FY17
LAKE SARAH/HILDA IMPROVEMENT	\$1,150,740	\$460,040	\$0	\$0	\$0	Total project cost is estimated at \$2 million. FDEP grant awarded for \$300,000. Design completed in FY14; bidding and construction of Phases 1 and 2 to commence in FY17 for a total of \$1,321,400 (construction \$1.19M, construction admin \$71,400; permitting and other fees \$60,000). Cost split between Transportation and Stormwater. Phase 3 for FY2018
HUTCHINSON ROADWAY & DRAINAGE	\$40,250	\$0	\$0	\$0	\$0	Hutchinson Roadway & Drainage Improvement - 65% to transportation and 35% allocation to stormwater for a total project cost of \$115,000
OPERATING CONTINGENCY- STORM	\$0	\$139,960	\$479,960	\$819,960	\$0	Contingency for Stormwater capital project needs
TOTAL EXPENDITURES:	\$1,869,490	\$600,000	\$739,960	\$1,079,960	\$1,419,960	
TOTAL CAPITAL FUND PROJECTS REVENUES	\$4,809,503	\$3,800,000	\$1,354,960	\$1,609,960	\$2,079,960	
TOTAL CAPITAL FUND PROJECTS EXPENDITURES	\$4,809,503	\$3,800,000	\$1,354,960	\$1,609,960	\$2,079,960	