

TOWN OF MIAMI LAKES, FLORIDA WORKSHOP MEETING

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<http://miamilakesfl.swagit.com/meeting-categories/>

AGENDA Workshop August 21, 2018 6:30 PM Government Center 6601 Main Street Miami Lakes, Florida 33014

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

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

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

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

5. Items for Discussion:

A. Proposed Fiscal Year 2018-19 Budget Overview

6. Adjournment

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

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

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



Town of Miami Lakes Memorandum

To: Honorable Mayor and Councilmembers
From: Alex Rey, Town Manager
Subject: Proposed Fiscal Year 2018-19 Budget Overview
Date: 8/21/2018

Recommendation:

Please see the attached presentation.

ATTACHMENTS:

Description

Budget Workshop PowerPoint

FY 2018-19 PROPOSED BUDGET OVERVIEW & STRATEGIC PLANNING



3rd BUDGET WORKSHOP
August 21, 2018

FY 2018-19 BUDGET WORKSHOP

AGENDA TOPICS

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

BUDGET SUMMARY

Town of Miami Lakes - FY2018-19

THE PROPOSED OPERATING BUDGET EXPENDITURES OF THE TOWN OF MIAMI LAKES ARE 22.8%
MORE THAN LAST YEARS TOTAL OPERATING EXPENDITURES

Millage per \$1,000

General Fund Millage: 2.3353

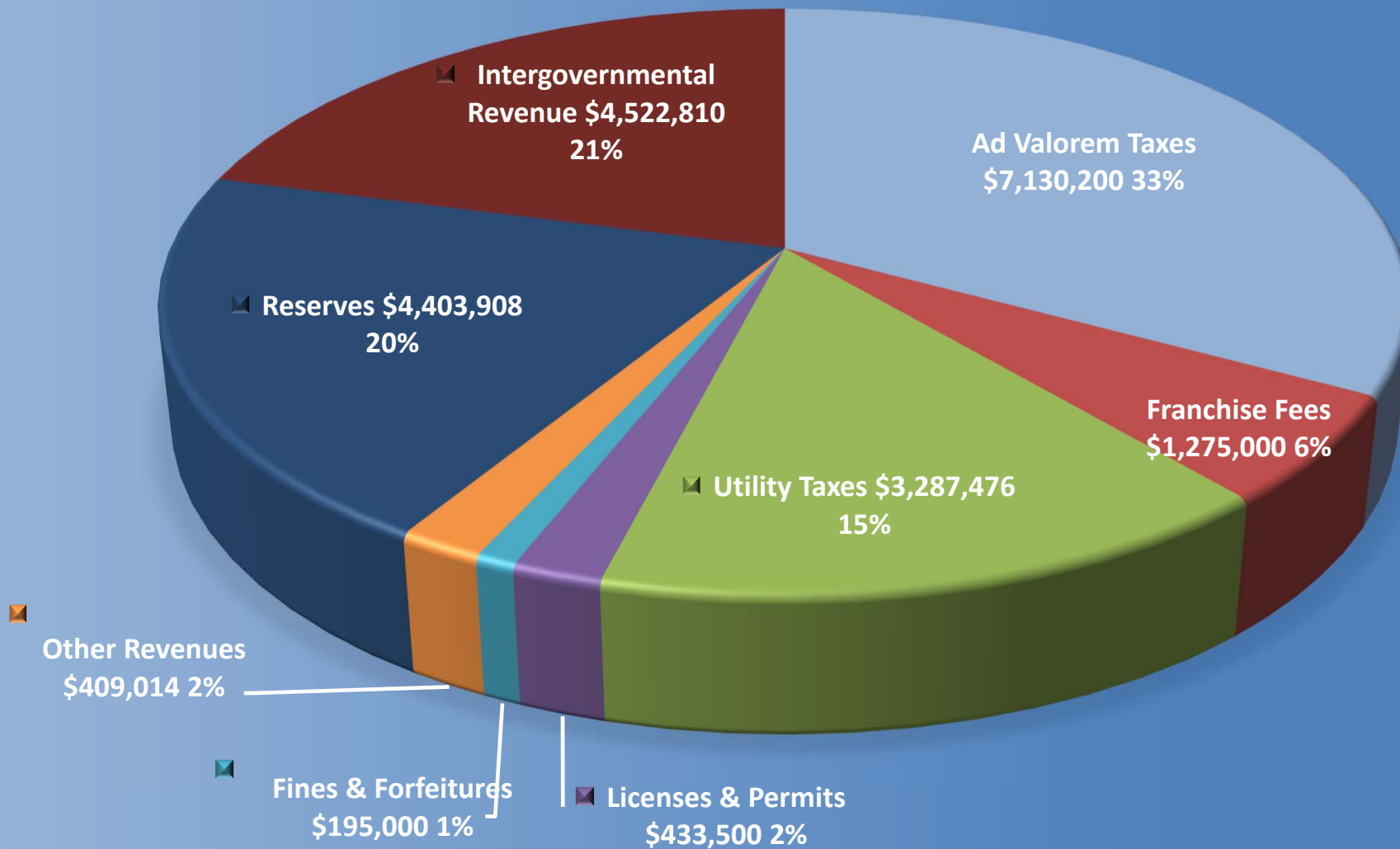
The General Fund Millage is 5.24 percent higher than the State defined Rolled Back Rate

ESTIMATED REVENUES	General Fund	Special Revenue Funds	Electric Utility Tax Revenue Fund	Debt Service Fund	Capital Projects Fund	Stormwater Utility Fund	Internal Service Fund	Total All Funds
Ad Valorem Taxes: Millage per \$1,000 = 2.3353	7,130,200	-	-	-	-	-	-	7,130,200
Non-Ad Valorem Assessment	-	1,848,002	-	0	-	-	-	1,848,002
Franchise Fees	1,275,000	-	-	-	-	-	-	1,275,000
Charges for Services	-	-	-	-	-	1,100,000	-	1,100,000
Utility Service Taxes	3,287,476	-	372,745	-	-	-	-	3,660,221
Intergovernmental Revenue	4,522,810	1,610,000	-	179,304	6,416,638	-	-	12,728,752
Licenses and Permits	433,500	4,624,434	-	-	-	-	-	5,057,934
Fines & Forfeitures	195,000	50,000	-	-	-	-	-	245,000
Loan Proceeds	-	-	-	-	3,425,000	-	-	3,425,000
Miscellaneous Revenue	349,190	225,000	-	-	16,000	40,000	-	630,190
TOTAL SOURCES	17,193,176	8,357,436	372,745	179,304	9,857,638	1,140,000	-	37,100,299
Transfers In	59,824	-	-	370,745	2,806,434	-	344,429	3,581,432
Fund Balances/Reserves/Net Assets	4,403,908	4,419,132	-	-	1,314,426	181,351	-	10,318,817
TOTAL REVENUES, TRANSFERS & BALANCES	21,656,908	12,776,568	372,745	550,049	13,978,498	1,321,351	344,429	51,000,548
ESTIMATED EXPENDITURES								-
General Government	2,658,958	-	2,000	-	-	-	206,657	2,867,616
Transportation	1,261,843	1,238,770	-	-	5,172,647	-	-	7,673,260
Public Safety	8,616,691	2,017,577	-	-	-	-	92,996	10,727,263
Parks, Recreation & Culture	3,406,150	30,727	-	-	4,635,000	-	-	8,071,877
Physical Environment	-	-	-	-	3,837,500	886,346	-	4,723,846
Building, Zoning, Planning & Dev.	634,419	2,194,210	-	-	-	-	44,776	2,873,405
Debt Services	48,855	-	-	550,049	-	85,005	-	683,909
TOTAL EXPENDITURES	16,626,917	5,481,283	2,000	550,049	13,645,147	971,351	344,429	37,621,176
Transfers Out	499,653	2,211,034	370,745	-	-	350,000	-	3,431,432
Fund Balances/Reserves/Net Assets	4,530,338	5,084,251	-	-	333,351	-	-	9,947,940
TOTAL APPROPRIATED EXPENDITURES, TRANSFERS, RESERVES AND BALANCES	21,656,908	12,776,568	372,745	550,049	13,978,498	1,321,351	344,429	51,000,548

THE TENTATIVE, ADOPTED, AND/OR FINAL BUDGETS ARE ON FILE IN THE OFFICE OF THE TOWN CLERK, 8801 MAIN STREET, MIAMI LAKES, FLORIDA 33014 AS A PUBLIC RECORD.

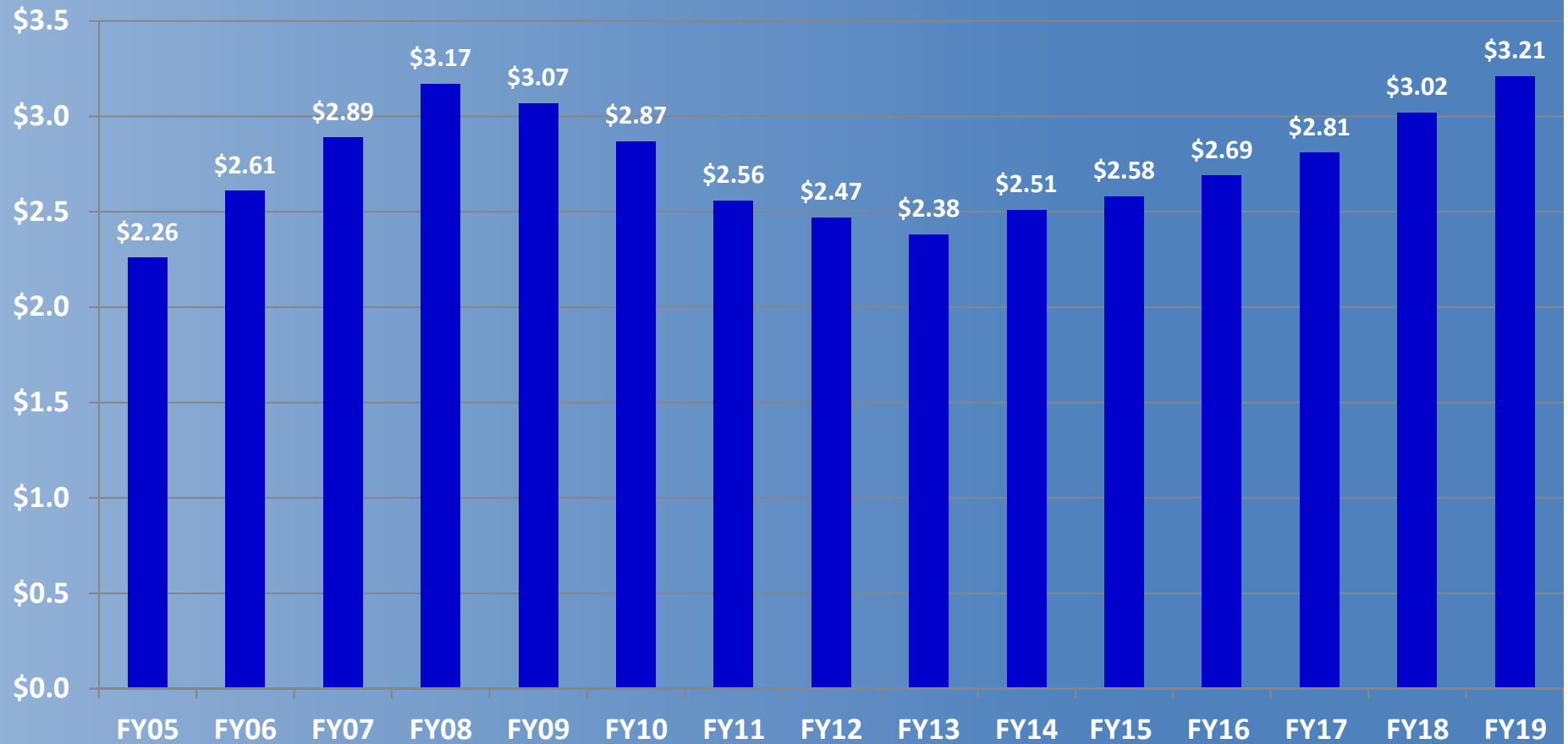
GENERAL FUND REVENUES

\$21,656,908

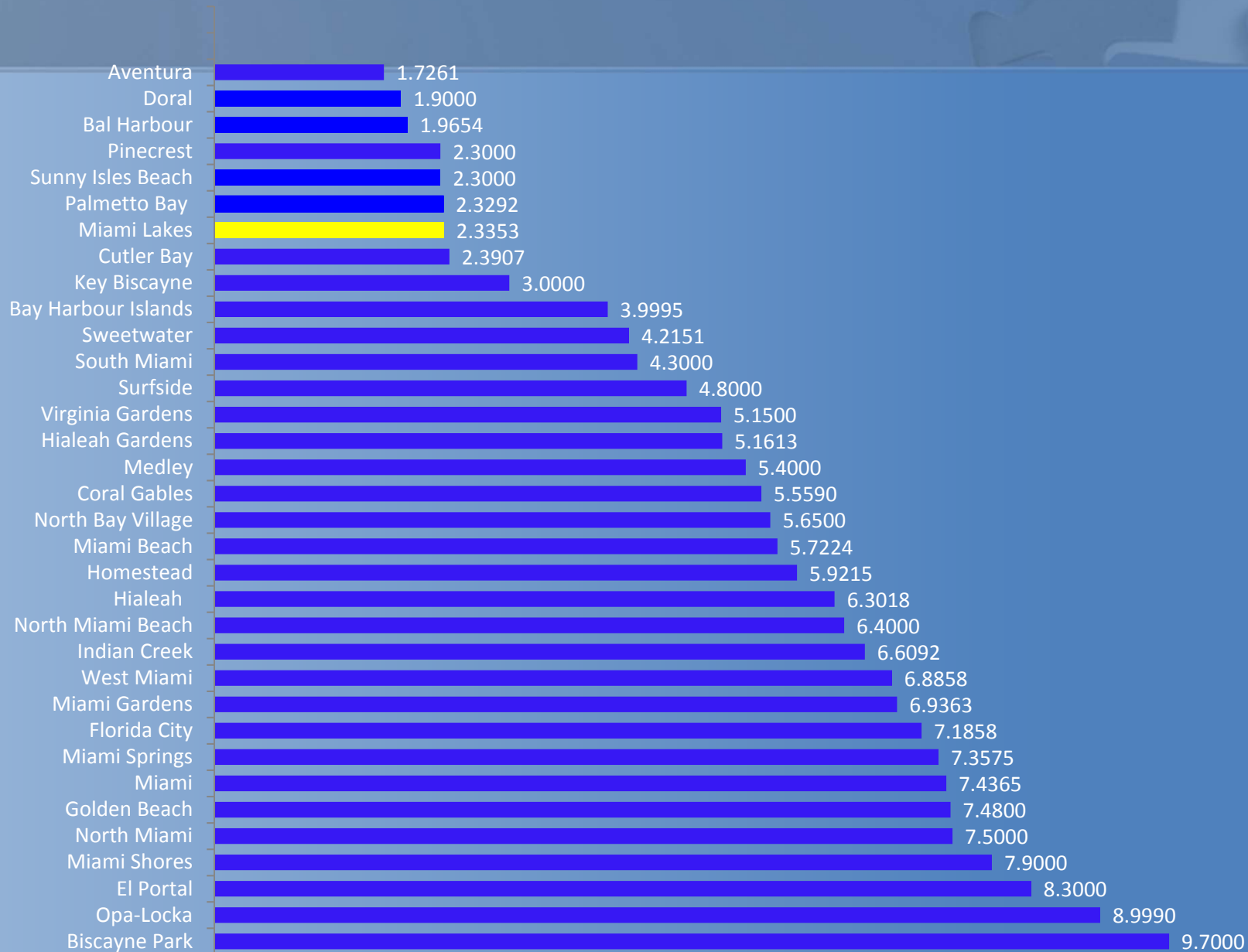


PROPERTY TAX ROLL

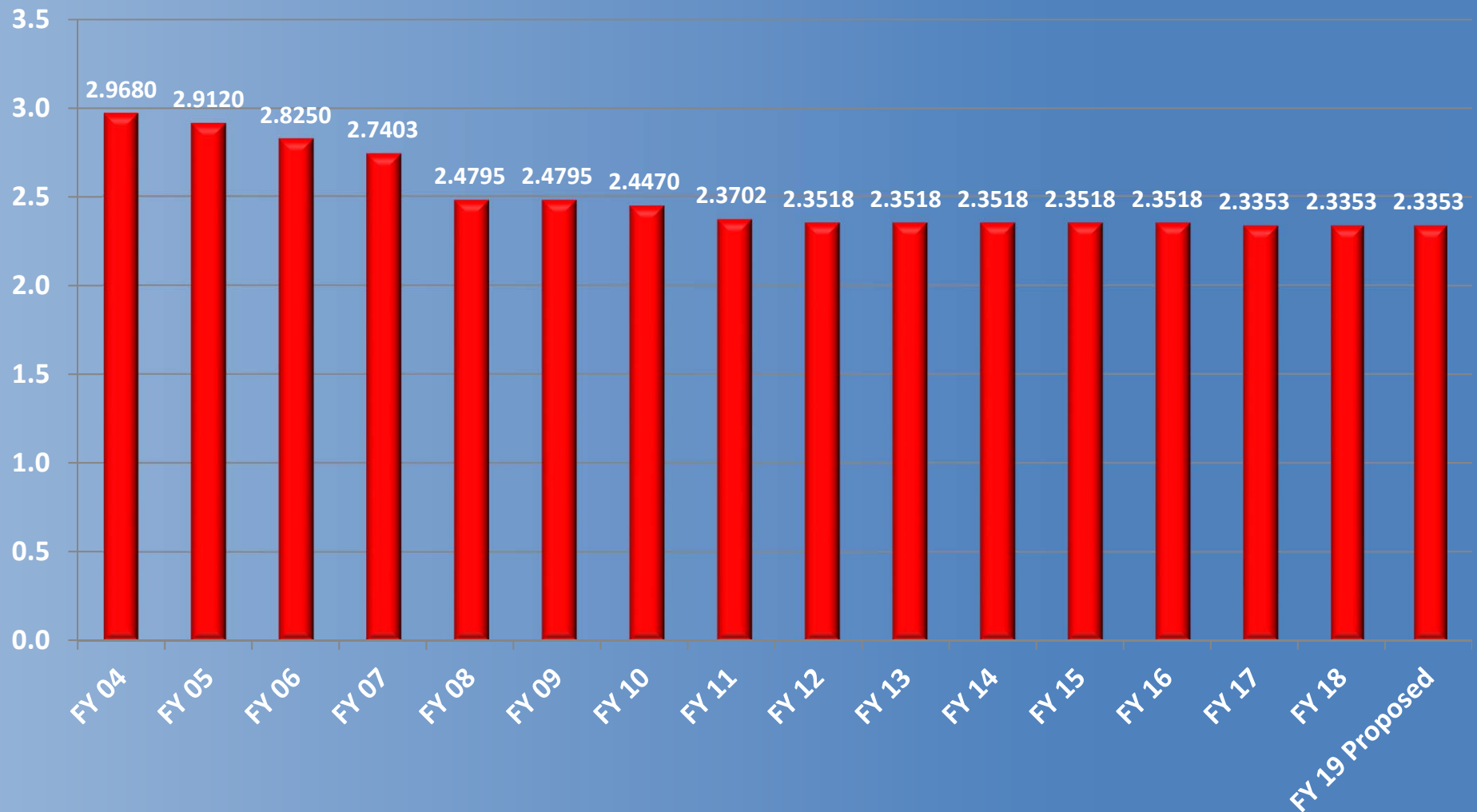
(in Billions)



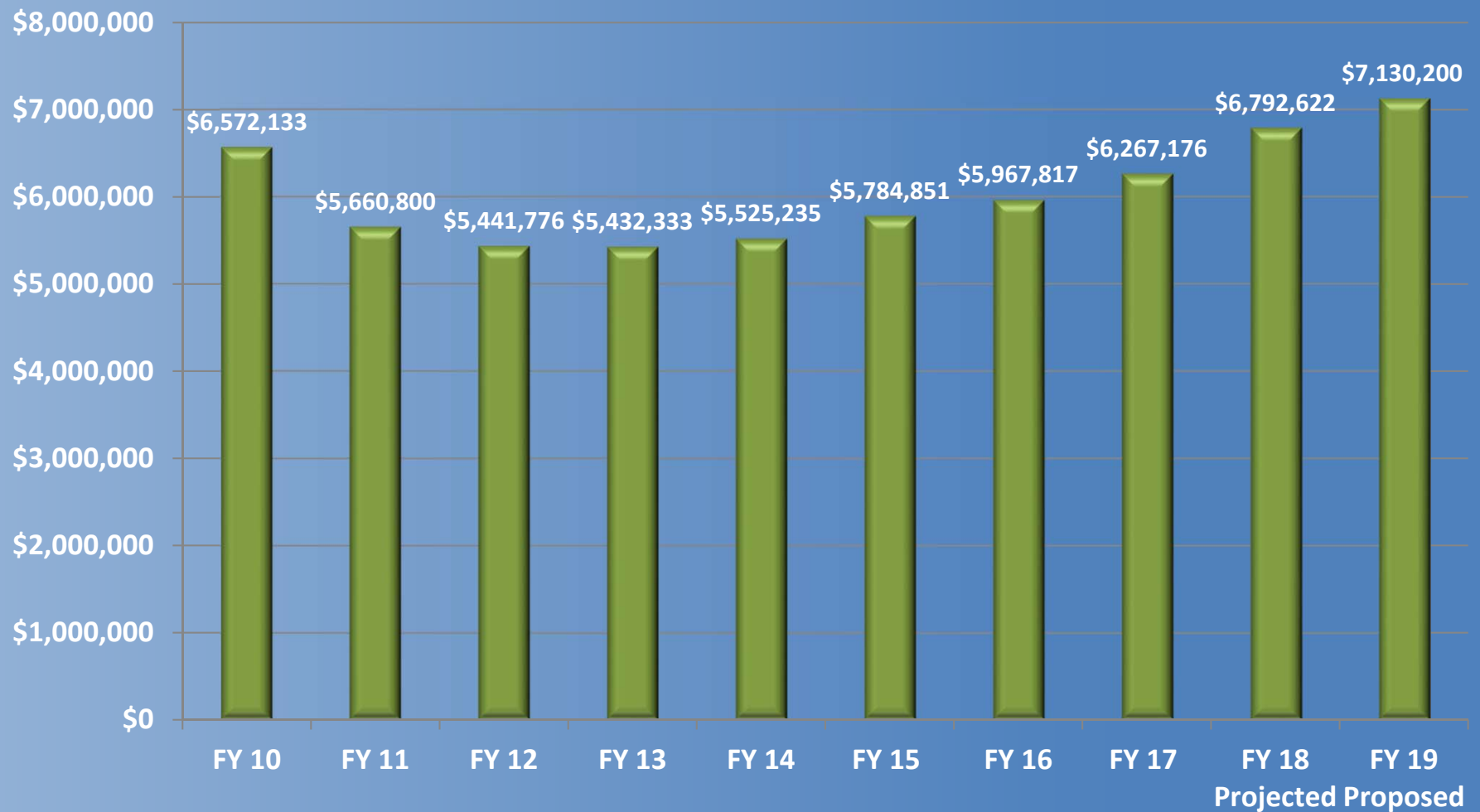
FY2017-18 COMPARABLE MILLAGE RATES



MIAMI LAKES MILLAGE RATE



AD VALOREM TAXES



TOWN OF MIAMI LAKES 2018 PRELIMINARY ASSESSMENT ROLL VALUES

	Taxable Value	Percent	Ad Valorem*
Real Property (1)	\$ 3,043,770,942	94.7%	\$ 6,752,712
Personal Property	170,107,546	5.3%	377,390
Total	3,213,878,488	100.0%	7,130,102

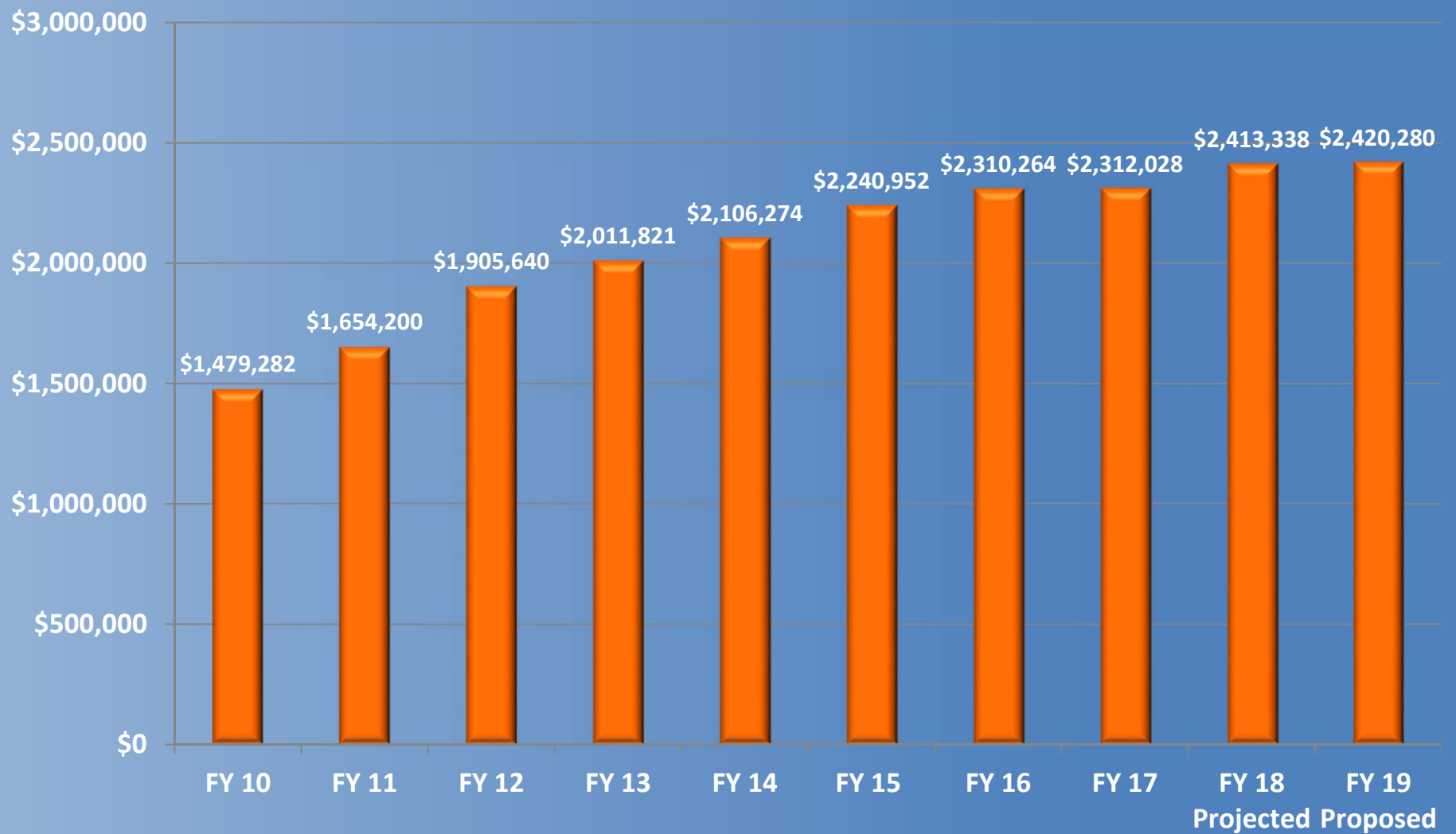
(1) TAXABLE VALUES ON REAL PROPERTY

Property Type	Residential	Business	Ad Valorem*	Percent
Single Family	1,458,506,198	-	3,235,747	45.4%
Condominium	408,852,605	-	907,054	12.7%
Sub-Total Residential	1,867,358,803	-	4,142,801	58.1%
Multi Family	-	216,006,646	479,218	6.7%
Commercial	-	544,085,111	1,207,072	16.9%
Industrial	-	312,661,373	693,650	9.7%
Agriculture	-	9,532,789	21,149	0.3%
Vacant Land	-	71,259,748	158,092	2.2%
Institutional	-	20,854,350	46,266	0.6%
Governmental	-	5,289	12	0.0%
Other Properties	-	2,006,833	4,452	0.1%
Sub-Total Business	-	1,176,412,139	2,609,912	36.6%
Total Real Property (1)	\$ 1,867,358,803	\$ 1,176,412,139	\$ 6,752,712	94.7%

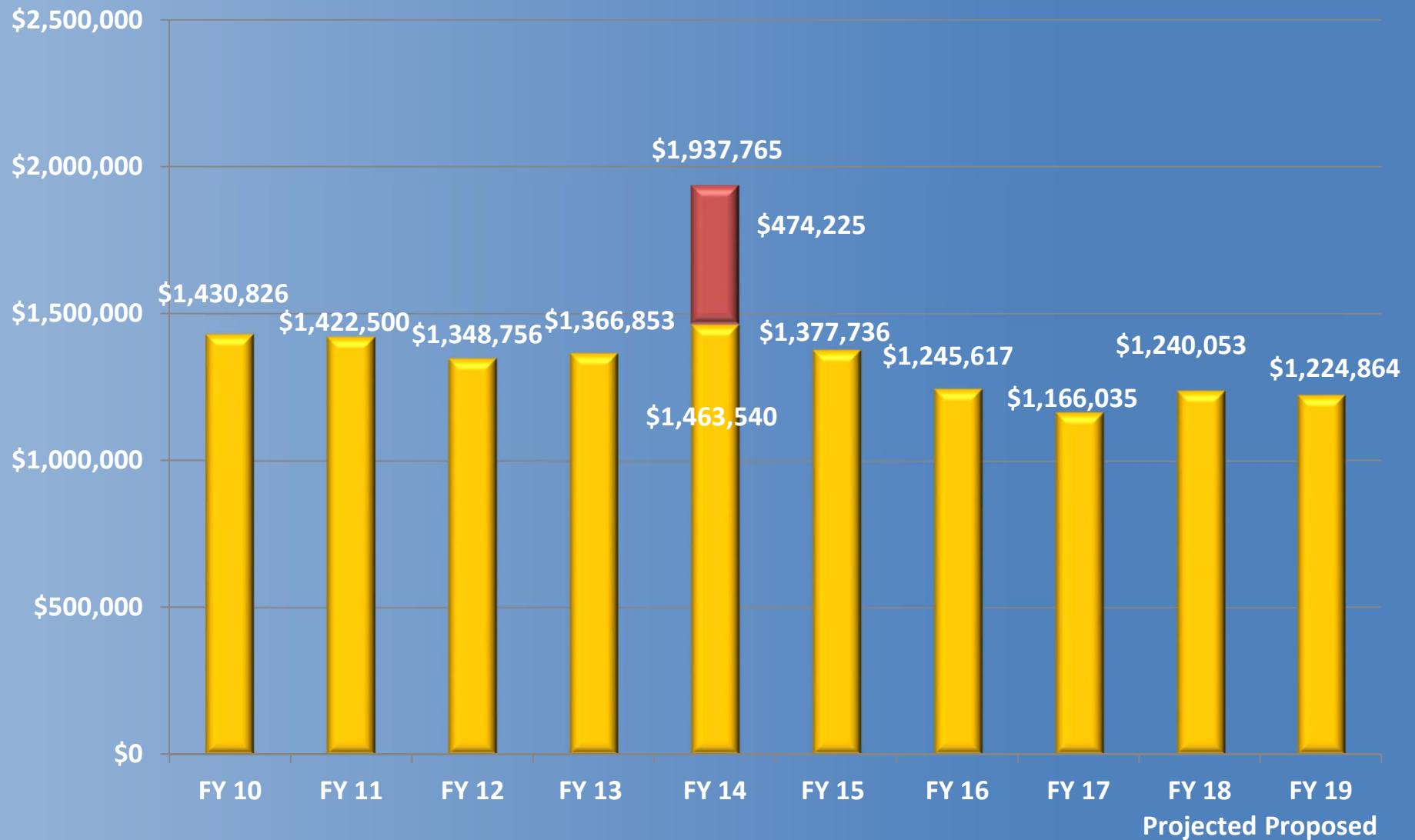
* Ad Valorem calculated at 95% collection rate.

Millage Rate @ 2.3353

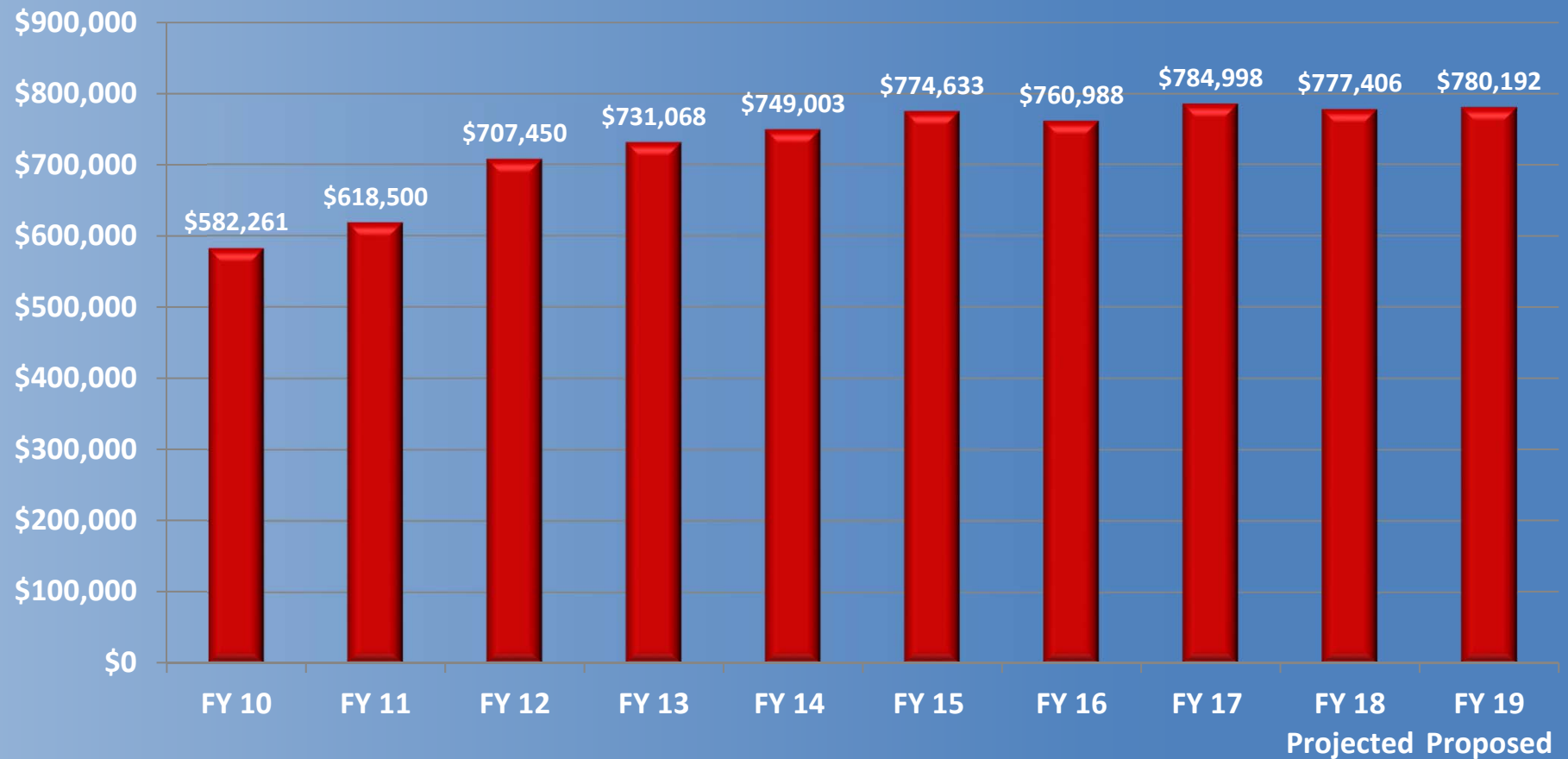
HALF CENT SALES TAX



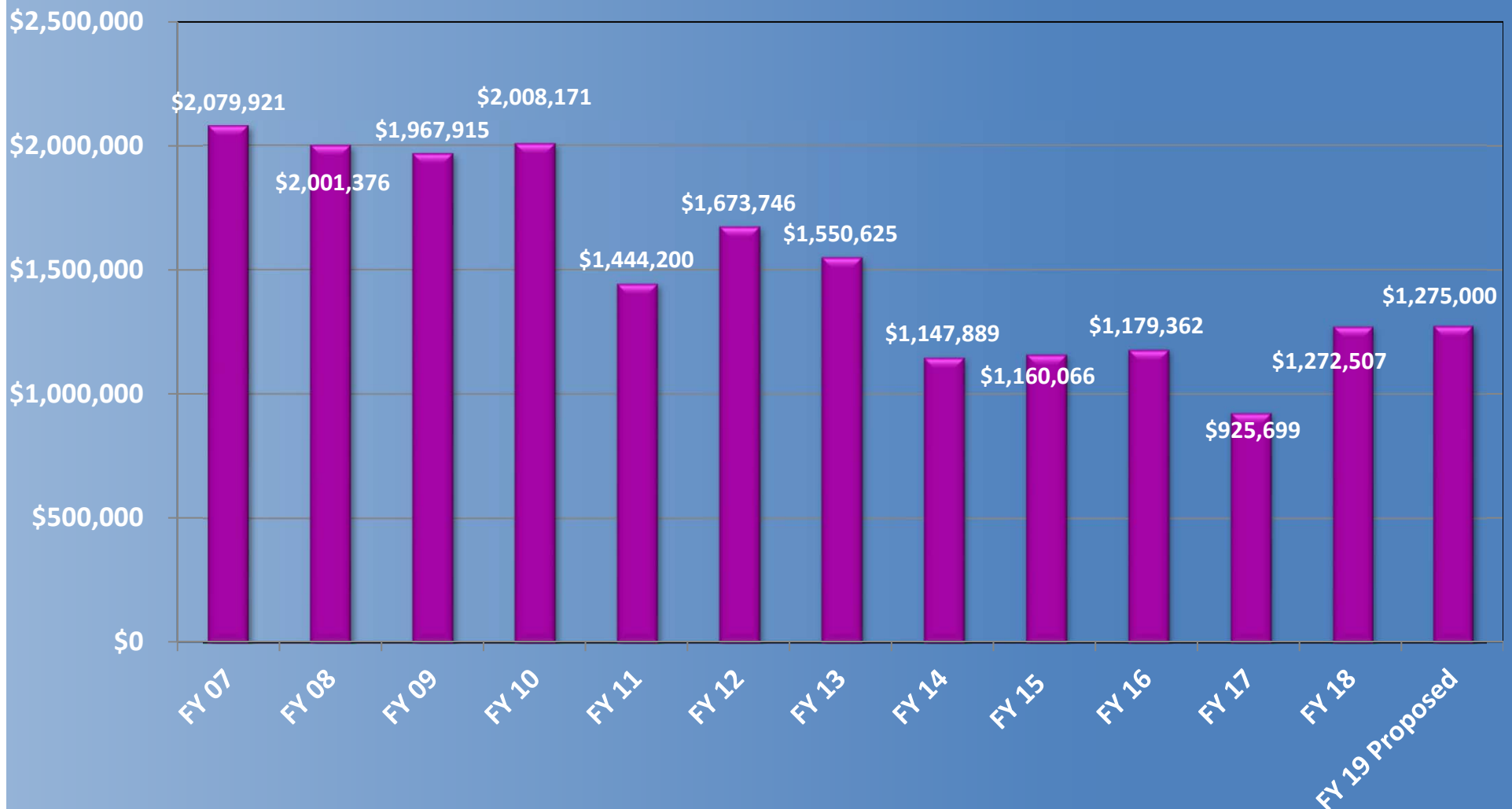
COMMUNICATIONS SERVICES TAX



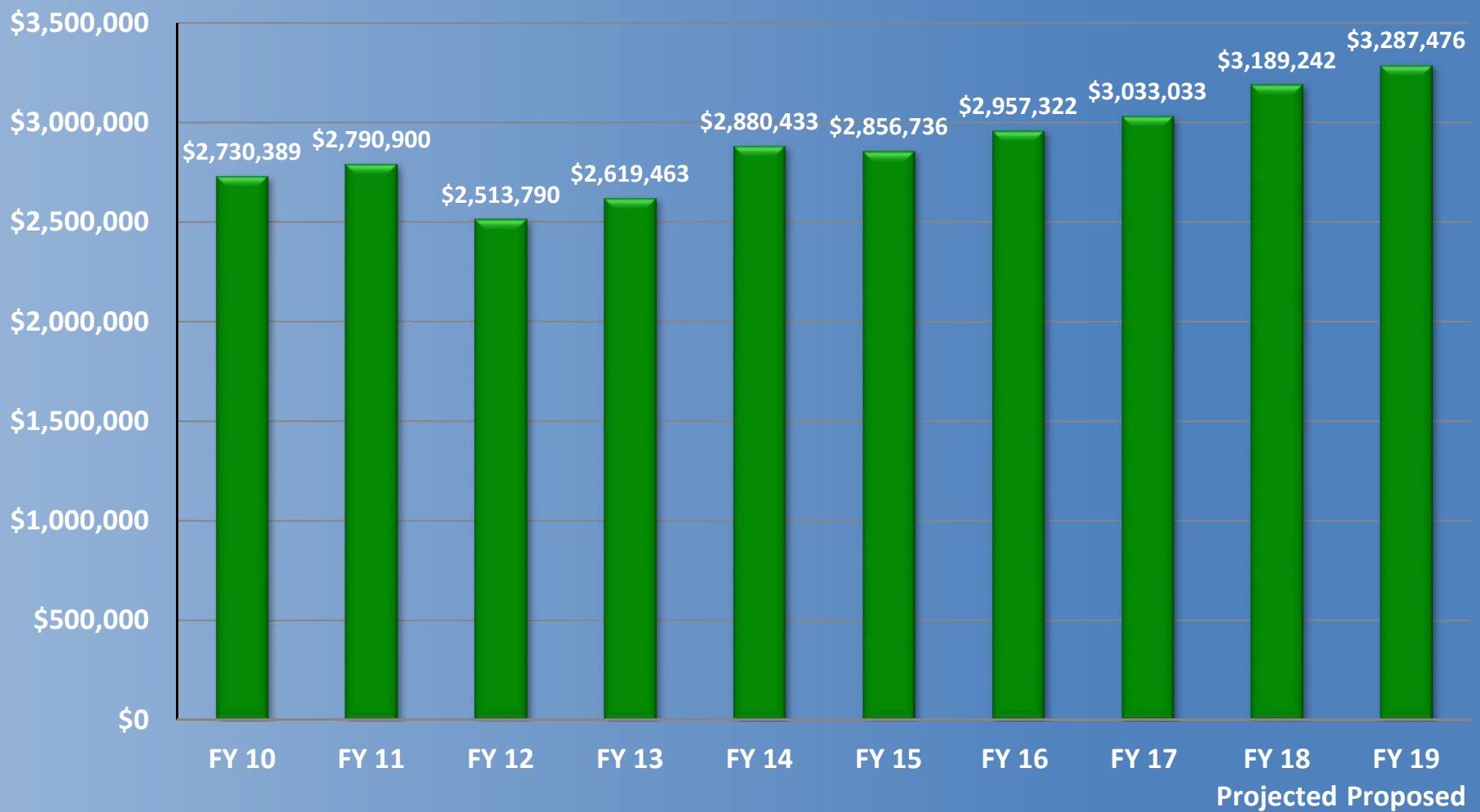
STATE REVENUE SHARING



FRANCHISE FEES

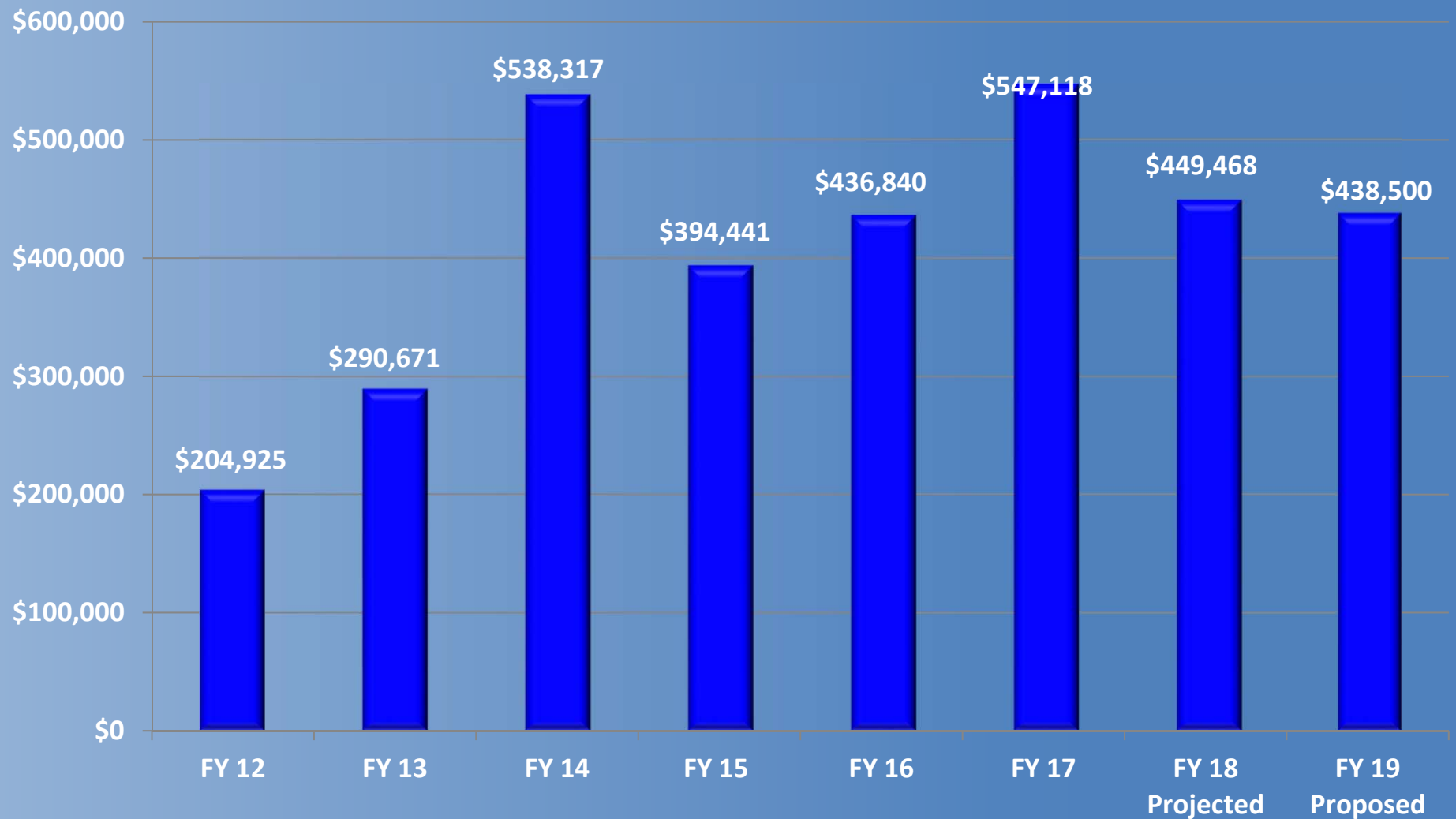


UTILITY SERVICES TAXES



LICENSES AND PERMITS

(Planning, Zoning, and Public Works)

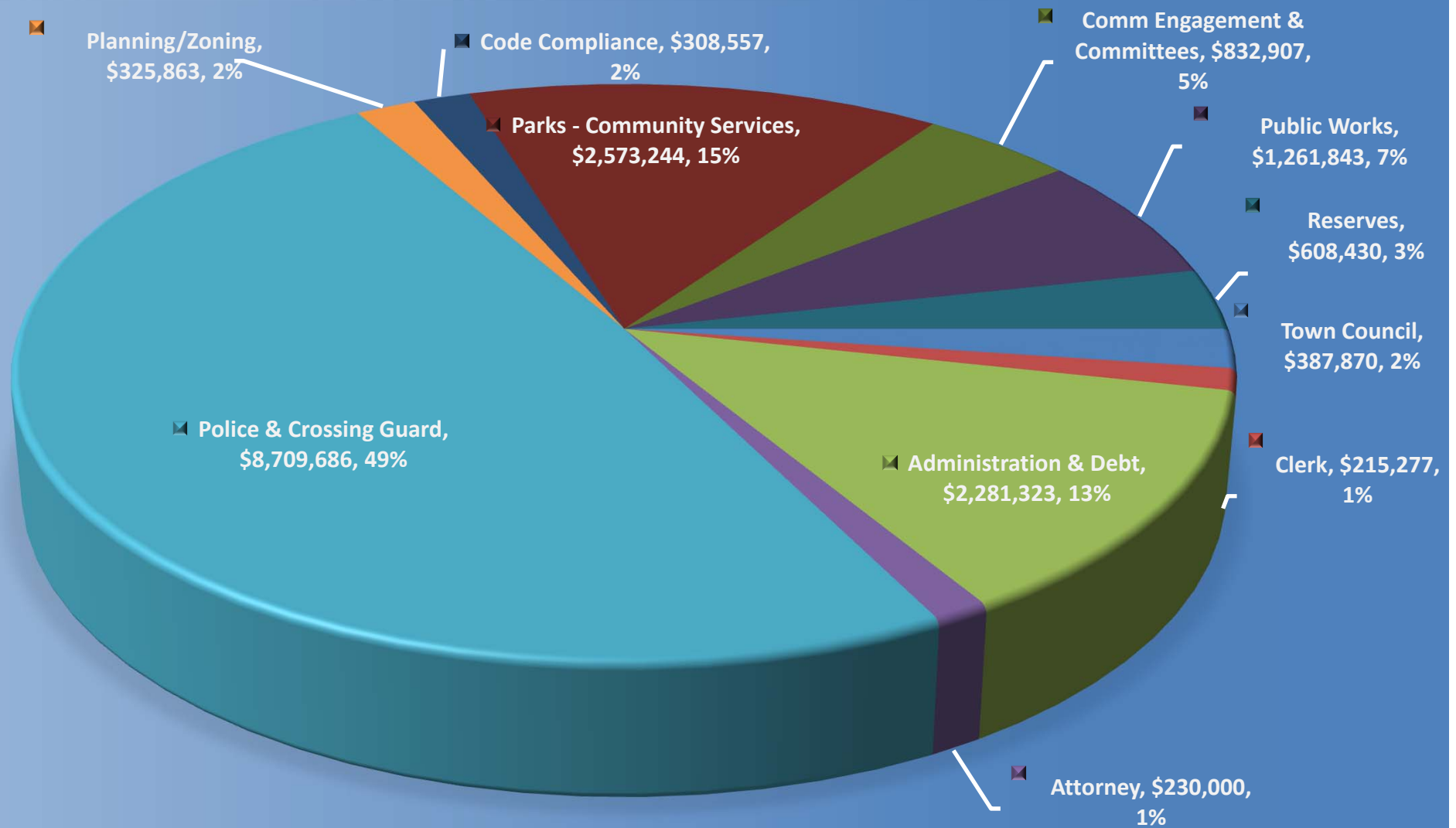


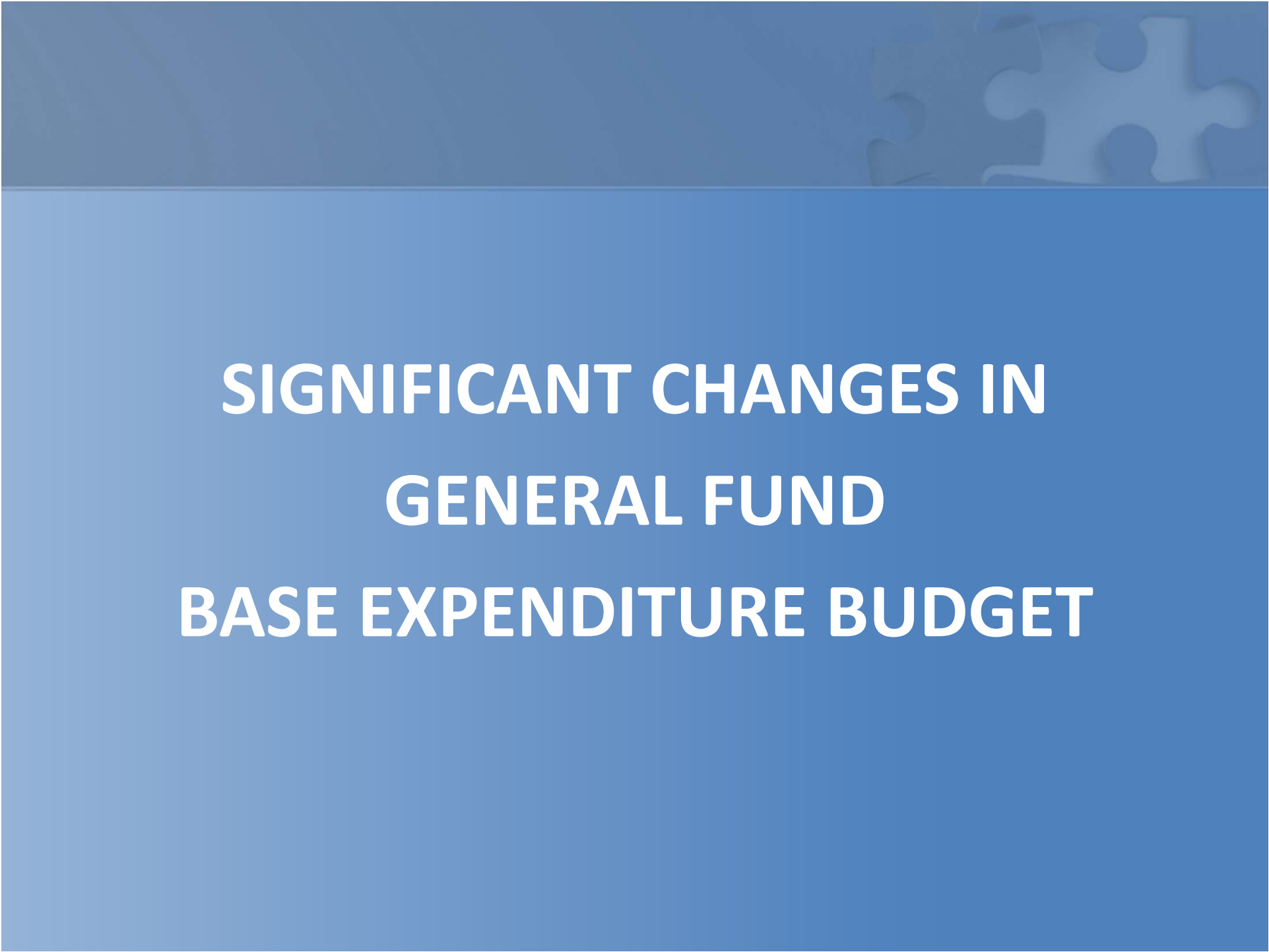
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GENERAL FUND EXPENDITURES

GENERAL FUND OPERATING EXPENSES

\$17,735,000





SIGNIFICANT CHANGES IN GENERAL FUND BASE EXPENDITURE BUDGET

TOWN OF MIAMI LAKES

GENERAL FUND SUMMARY

ACCOUNT NAME/DEPARTMENT	FY2017-18 AMENDED BUDGET	FY2017-18 YEAR-END PROJECTION	FY2018-19 PROPOSED BUDGET	FY19 PROPOSED VS. FY18 PROJ. \$ CHANGE	% CHANGE
Revenues					
Ad Valorem Taxes	6,694,100	6,792,622	7,130,200	337,578	5.0%
Franchise Fees	925,000	1,272,507	1,275,000	2,493	0.2%
Utility Service Tax	3,309,213	3,189,242	3,287,476	98,234	3.1%
Intergovernmental Revenues	4,511,100	4,452,182	4,522,810	70,628	1.6%
Permits & Fees (Non-Building Dept.)	597,835	444,468	433,500	(10,968)	-2.5%
Fines & Forfeitures	200,000	185,660	195,000	9,340	5.0%
Miscellaneous Revenues	259,634	334,427	349,190	14,763	4.4%
Sub-total Recurring Revenues	16,496,882	16,671,108	17,193,176	522,068	3.2%
Interfund Transfers	0	16,950	59,824	42,874	0.0%
Prior Year Carry-Over Funds	545,442	545,442	482,000	(63,442)	-11.6%
Sub-total Other Revenues	545,442	562,392	541,824	(20,568)	-3.7%
Total Revenues	17,042,324	17,233,500	17,735,000	501,500	2.9%
Expenditures					
Town Mayor & Council	369,979	363,711	387,870	24,159	6.6%
Town Clerk	167,620	155,996	215,277	59,281	38.0%
Town Attorney	330,000	320,000	230,000	(90,000)	-28.1%
Administration	1,988,670	1,956,557	1,865,811	(90,746)	-4.6%
Police and School Crossing Guards	8,246,227	8,200,605	8,616,691	416,085	5.1%
Planning and Code Compliance	502,523	478,435	519,310	40,875	8.5%
Zoning	120,532	114,229	115,110	881	0.8%
Parks & Community Services	2,496,966	2,484,105	2,573,244	89,139	3.6%
Community Engagement & Outreach	600,878	554,123	605,057	50,933	9.2%
Special Events - Committees	253,425	230,815	227,850	(2,965)	-1.3%
Public Works	1,105,185	1,026,088	1,261,843	235,756	23.0%
QNIP	153,423	153,423	48,855	(104,568)	-68.2%
Non-Departmental	400,000	0	568,430	568,430	100.0%
Sub-total Expenditures	16,735,427	16,038,087	17,235,347	1,197,259	7.5%
Transfers Out	306,897	304,561	499,653	195,093	64.1%
Total Expenditures	17,042,324	16,342,648	17,735,000	1,392,352	8.5%
Excess (Deficiency) of Revenues over Expenditures	\$ 0	\$ 890,852	\$ 0	\$ (890,852)	

General Fund Operating Expenses (in millions)



SIGNIFICANT CHANGES TO GENERAL FUND BUDGET

➤ Revenues

- Ad Valorem Taxes - \$436,000
- Franchise Fees - \$350,000
- Special Taxing District Cost - \$158,050
- School Board Contribution - \$70,176

SIGNIFICANT CHANGES TO GENERAL FUND BUDGET

➤ Expenditures

- Police Contract - \$289,000
- Police Presence in Schools - \$130,000
- MLOP Master Plan - \$200,000
- Facility/Equipment Renewal
& Replacement Plan - \$150,000
- Election Costs - \$50,000

SIGNIFICANT CHANGES TO GENERAL FUND BUDGET

➤ Expenditures

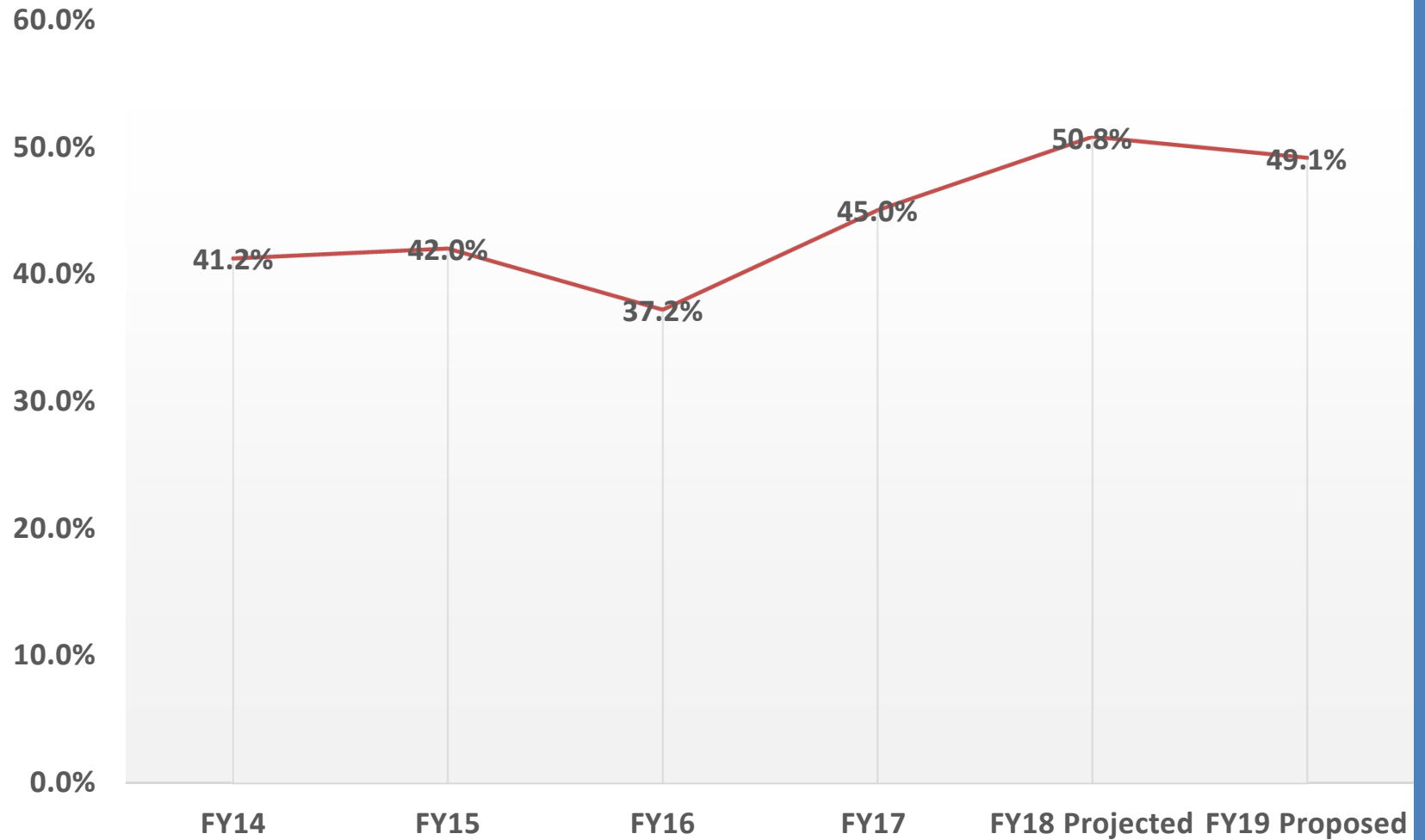
- On Demand Transit - (\$114,750)
- QNIP Debt Service - (\$104,568)
- Legal Fees - (\$90,000)
- 1 Full-time position to manage STD & School Crossing Guards
- 1.5 FTE transferred from Stormwater to accurately reflect the duties

SIGNIFICANT CHANGES TO GENERAL FUND BUDGET

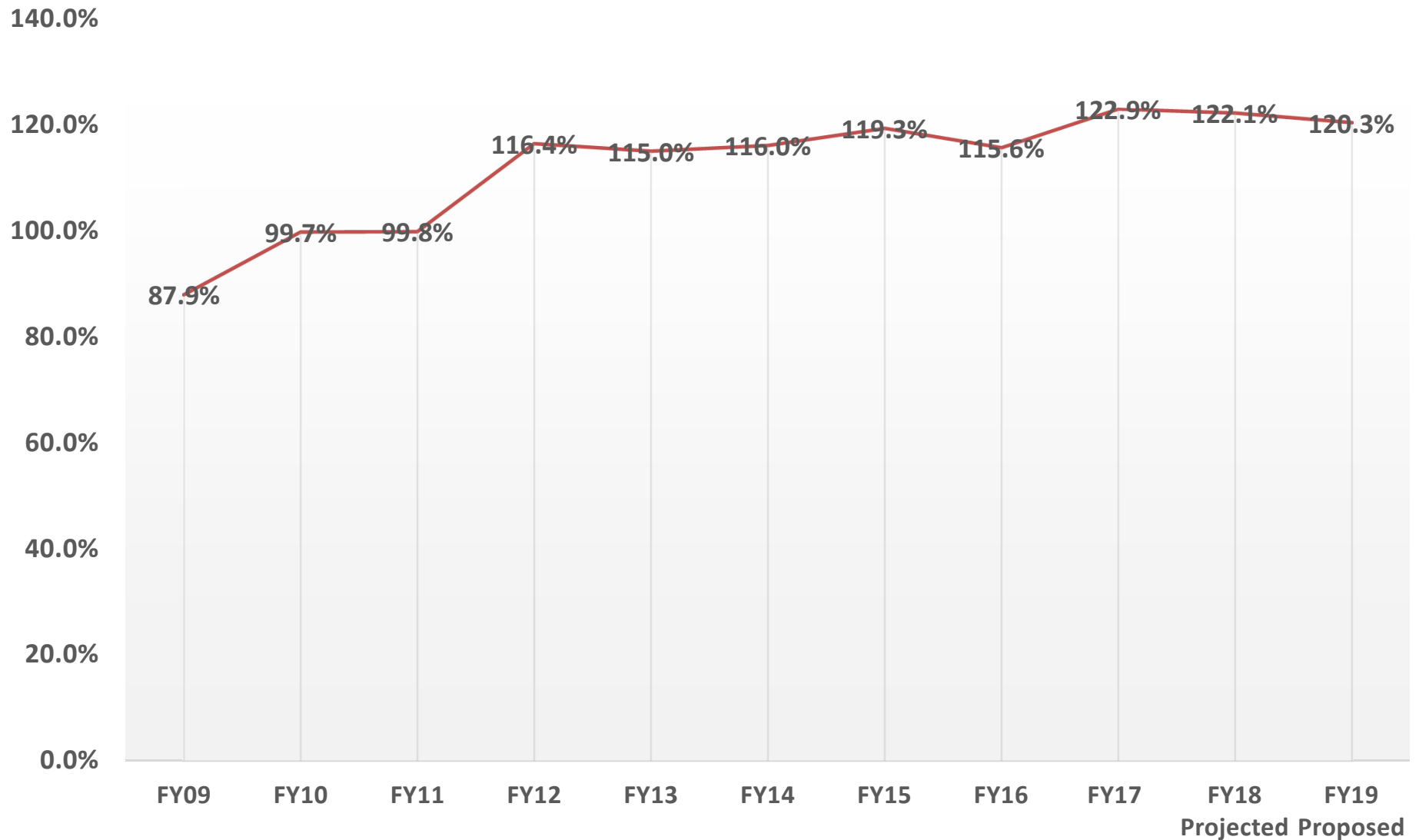
➤ Enhanced Services

- Aesthetic tree pruning - \$65,000
- Mowing – Palmetto Circle - \$32,000
- Mini Parks engineered wood fiber mulch - \$45,000
- Beach Park sand refurbish - \$26,000
- Park West Pump Station - \$21,000

PUBLIC SAFETY EXPENSES AS A PERCENT OF GENERAL FUND BUDGET



PUBLIC SAFETY EXPENSES AS A PERCENT OF AD VALOREM REVENUE



GENERAL FUND BALANCE

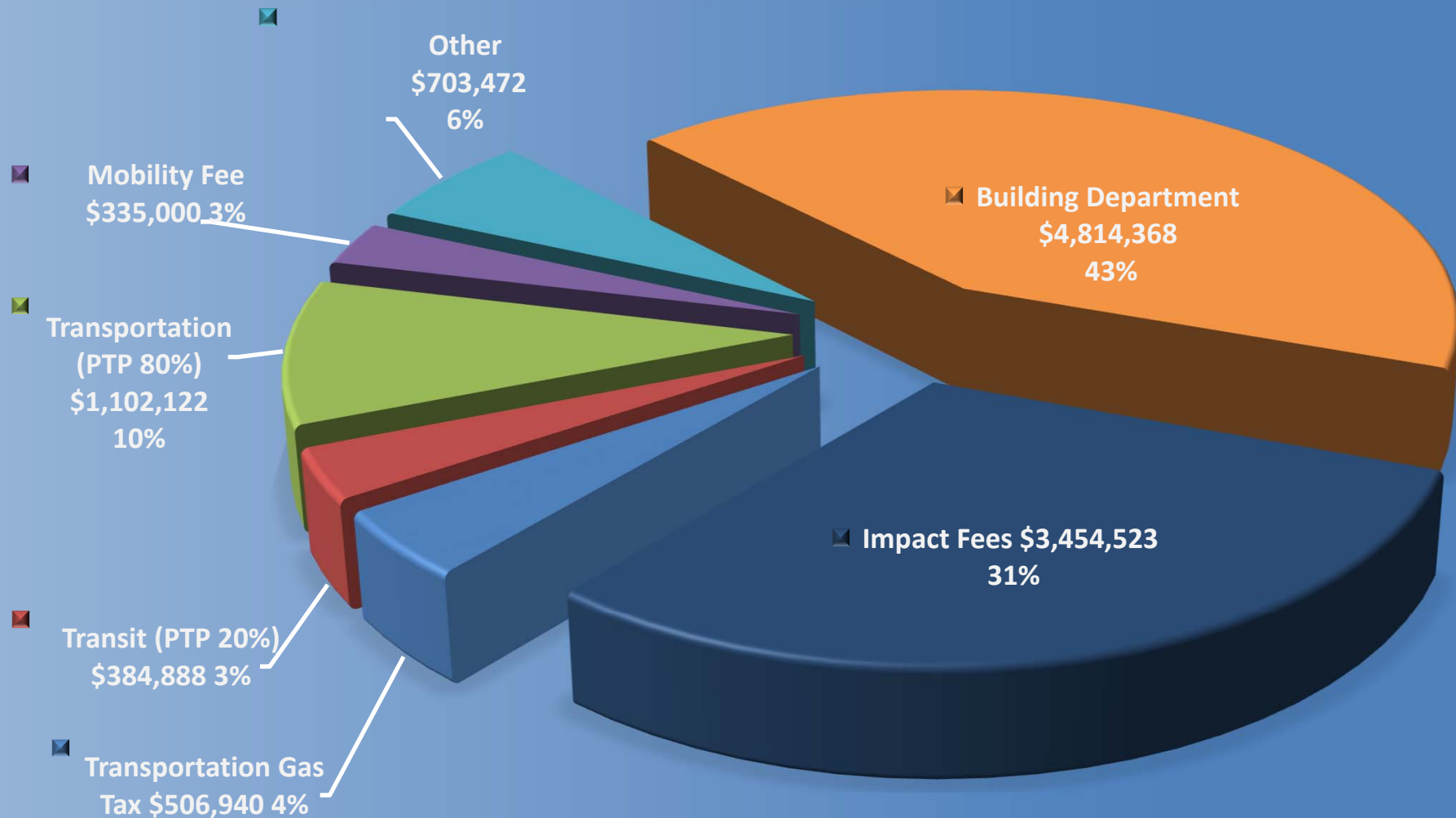
FY18 Beginning Fund Balance	\$4,349,056
Hurricane Irma Allowance	(\$836,000)
FY18 Operating Surplus (estimated)	\$890,852
FY18 Ending Fund Balance	\$4,403,908
Reserve for Legal Fees c/f	(\$400,000)
Miscellaneous Projects c/f	(\$82,000)
*FY19 Estimated Fund Balance	\$3,921,908
*Required Reserves 15% \$2,660,250	
*Unassigned \$1,261,658	



RESTRICTED REVENUES SPECIAL REVENUE FUNDS

SPECIAL REVENUES FUNDS

\$11,183,688



LOCAL OPTION GAS TAX

Revenues:

- Local Option Gas Tax	\$395,000
Prior year carry-forward	<u>111,940</u>
Total Revenues	\$506,940

Expenditures:

- Sidewalk Replacement	\$170,000
- Road Repairs and Maintenance	80,000
- Sidewalk Pressure Cleaning	80,000
- Striping and Signs	20,000
- Pothole Repairs	20,000
Reserves	<u>136,940</u>
Total Expenditures	\$506,940

TRANSIT (20% OF PTP)

Revenues:

- Transportation Sales Tax – 20%	\$240,000
Prior year carry-forward	<u>144,888</u>
Total Revenues	\$384,888

Expenditures:

- Bus Circulator w/FreeBee	\$228,000
- Bus Stop Shelters and Signs	36,600
- Traffic Studies	20,000
- Administrative expenses	66,547
- Promotional activities	5,000
Reserves	<u>28,741</u>
Total Expenditures	\$384,888

PEOPLE'S TRANSPORTATION PLAN (80%)

Revenues:

- Transportation Sales Tax – 80%	\$975,000
- Interest Earnings	5,000
Prior year carry-forward	<u>122,122</u>
Total Revenues	\$1,102,122

Expenditures:

- Funding for 59th Ave Extension	\$500,000
- Funding for Royal Oaks Roadway & Drainage	150,000
- Street Lighting Utilities & Repairs	324,400
- Administrative expenses	100,797
- Transportation Studies	20,000
- Bike Path Repairs	6,925
Reserves	<u>0</u>
Total Expenditures	\$1,102,122

MOBILITY FEE TRUST ACCOUNT

Revenues:

- Lucida Apts, Royal Oaks, 77th Court Office Bldg,
Alari Office Building - \$335,000

Expenditures: -

- Alternative to Concurrency Update - \$20,500
- Transfer to CPF for Business Park
East (NW 60th Ave) - \$314,500

IMPACT FEES FUND

➤ PARKS IMPACT FEES

- Parks Improvement
- Open Space

➤ PUBLIC SAFETY IMPACT FEES

➤ (In Lieu of) ROAD IMPACT FEES

Impact Fees – Parks Improvement

Revenues:

- Lennar, Senior Village, Lucida Apts, Royal Oaks Island & Other	\$660,000
Prior year carry-forward	<u>158,743</u>
Total Revenues	\$818,743

Expenditures:

- Senior Center Interior Build-out	\$500,000
Reserves	<u>318,743</u>
Total Expenditures	\$818,743

Impact Fees – Parks Open Space

Revenues:

- Senior Village, Town Center, Lucida Apts, Lennar Development & Other	\$670,000
Prior year carry-forward	<u>893,249</u>
Total Revenues	\$1,563,249

Expenditures:

Reserve	\$1,563,249
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Public Safety Impact Fees

Revenues:

- Senior Village, Town Center, Lucida Apts, Lennar Development, & Other	\$310,000
Prior year carry-forward	<u>120,597</u>
Total Revenues	\$430,597

Expenditures:

- License Plate Recognition Software	\$200,000
- Mobile Speed Radar	45,000
Reserves	<u>185,597</u>
Total Expenditures	\$430,597

PROJECTS

(In lieu of) Road Impact Fees

Contribution from Town Center
Development for :

- 67 th Avenue Widening Project	- \$489,934
- Adaptive Signalization	- <u>\$152,000</u>
Total	\$641,934

Building Department Fund

Revenues:

• Base Building Permits	\$1,000,000
• One time revenues from	
- Senior Village Apts & ALF	478,000
- Lucida Apartments	118,000
- Lennar Townhomes	100,000
- Bob Graham/Elevate/Crescent	115,000
- NW 57-59 Ave Development	189,000
• Technology Fees	200,000
• Lost Plans, Violation Fees & Interest	70,000
• Prior year carry-forward	<u>\$2,544,366</u>
TOTAL REVENUES	\$4,814,366

Building Department Fund

Expenditures:

- Personnel Services (17 FTE)- \$1,806,777
- Operating Services - \$ 432,209

Reserves - \$2,575,380

Total Expenditures - \$4,814,366

Debt Service

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

Debt Service

Special Obligation Bond, Series 2010

Interest payable	\$548,499
Less federal subsidy	<u>(\$179,304)</u>
TML portion of interest payable	\$369,195
Financial institution fees/report filing fees -	
	\$1,550

Quality Neighborhood Improvement Program (QNIP)

FUND	DESCRIPTION	FY2019 Payment
General	Conveyance of pocket parks Principal and interest	\$48,855
Stormwater	Stormwater Drainage Projects	\$69,326
Stormwater	FEMA – funded Secondary Canal Dredging Project along 57 th Avenue	\$15,679
	TOTAL	\$133,860

Stormwater Utility Highlights

REVENUES FROM FEES: **\$1,100,000**

EXPENSES:

- Transfer to Capital Projects Fund for Royal Oaks
Drainage Improvements - \$350,000
- Canal Maintenance - \$252,956
- Roadway & Drainage Cleaning - \$129,500
- QNIP and FEMA Debt Service - \$85,005
- Salary & Benefits (3.5 FTE & ICA) - \$278,760
- Contingency Reserves - \$0

Facility Maintenance Fund

Objective:

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

Building (13%)	- \$ 44,776
Police (27%)	- \$ 92,996
All Other Departments (60%)	- <u>\$206,657</u>
Total Transfer	- \$344,429

- Transfer the full cost to the Fund

Salary and benefits	- \$80,796
Utilities	- \$81,980
Repairs and Maintenance	- <u>\$181,653</u>
Total Cost	- \$344,429



CAPITAL PROJECTS

CAPITAL PROJECTS FUNDING SOURCES

FY2019 CAPITAL PROJECTS	\$13,495,148
RESERVES & INTRA-FUND TRANSF.	<u>483,350</u>
TOTAL CAPITAL PROJECTS	\$13,978,498

FUNDING SOURCES:

- GRANTS	\$6,264,638
- SHORT TERM LOAN	3,425,000
- PTP 80% & GAS TAX	1,835,577
- IMPACT FEES	1,422,783
- MOBILITY FEES	314,500
- STORMWATER UTILITY FEES	350,000
- TRANSFER FROM GENERAL FUND	200,000
- DEVELOPER'S CONTRIBUTION	150,000
- INTEREST INCOME	<u>16,000</u>
TOTAL	\$13,978,498

PARKS & FACILITIES CAPITAL IMPROVEMENTS	FY19 BUDGET
Miami Lakes Optimist Park Master Plan	\$3,625,000
Senior Center Interior Buildup	\$500,000
Royal Oaks Park Sports Field LED Retrofit	\$250,000
Par 3 Park Design	\$150,000
MLOP Storage Facility	\$80,000
Redevelop SW parcel of ROP	\$30,000
Sub-Total	\$4,635,000

STORMWATER DRAINAGE CAPITAL IMPROVEMENTS	FY19 BUDGET
West Lake Roadway & Drainage – Phase III (NW 148 Terr/NW 148 St/NW 149 Terr)	\$1,962,500
Royal Oaks Roadway & Drainage – Phase 1	\$1,000,000
Canal Bank Stabilization – Phase II	\$875,000
Sub-Total	\$3,837,500

TRANSPORTATION CAPITAL IMPROVEMENTS	FY19 BUDGET
NW 59 th Avenue Extension, Storage/Boat Yard	\$2,340,500
Business Park East (NW 60 th Ave) Improvement	\$1,115,000
Safe Routes to School	\$685,400
Palmetto & 67 th Ave Widening	\$441,747
Miami Lakeway South Resurface	\$200,000
Windmill Gate Road Improvements	\$190,000
Smart Mobility & Future Technology Transportation Study	\$50,000
Sub-Total	\$5,022,647

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

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

Continued....

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

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

OPTIMIST PARK FUNDING PLAN

REVENUE

• Short Term Loan Program	-	\$2,565,000
• Parks Improvement Impact Fees	-	\$ 835,000
• Transfer from General Fund	-	\$ 200,000
• Capitalization of Electrical Savings		
Est. at \$60,000/year for 10 years	-	\$ 600,000
• Cell Phone Tower Revenues –		
Est. at \$30,000/year for 10 years	-	<u>\$ 300,000</u>
TOTAL REVENUES		\$4,500,000

OPTIMIST PARK FUNDING PLAN

EXPENSE

• Design	-	470,000
• Replace lighting system	-	\$1,500,000
• Airnasium	-	500,000
• Tennis & basketball court remodel	-	500,000
• Concession & bathroom facility	-	400,000
• Field and fencing reconfiguration	-	300,000
• Walking trail around path	-	300,000
• Additional parking spaces	-	230,000
• Contingency	-	<u>300,000</u>
TOTAL EXPENSES		\$4,500,000

Next Steps

➤ 1st Budget Hearing

Tuesday, September 4th - 5:01 P.M.

➤ 2nd Budget Hearing

Tuesday, September 18th - 6:00 P.M.



Thank you!