

TOWN OF MIAMI LAKES
FY 2016-17 ADOPTED BUDGET
GENERAL FUND
Expenditure by Line Item

ACCOUNT NAME/DESCRIPTION	FY2016-17 ADOPTED BUDGET	FY2016-17 REVISION/ AMENDMENT	FY2016-17 AMENDED BUDGET	COMMENTS
EXECUTIVE SALARIES- MAYOR	\$18,000	\$0	\$18,000	Current Salary and Wages
REGULAR SALARIES	\$80,000	\$0	\$80,000	Includes Administrative Assistant to Mayor, Administrative Assistant to Town Council
PAYROLL TAXES	\$13,500	\$0	\$13,500	Calculated based on 7.65% of salary
FRS CONTRIBUTIONS	\$7,370	\$0	\$7,370	Rate increase from 7.26% to 7.52% thru Jul '17
HEALTH & LIFE INSURANCE	\$77,843	\$0	\$77,843	Includes medical, dental, vision and life for Town Council, Assistant to Mayor and Assistant to Council
HEALTH INSURANCE MAYOR	\$10,023	\$0	\$10,023	Includes medical, dental, vision for Mayor
WIRELESS STIPEND	\$960	\$0	\$960	Stipend for Mayor's assistant and Council assistant (\$40/month, each)
TRAVEL & PER DIEM	\$0	\$2,000	\$2,000	FY17 \$0. Transportation, hotel accommodation and meals for Mayor/Council attendance to conferences
CAR ALLOWANCE -MAYOR	\$7,200	\$0	\$7,200	Allowance of \$600/mo
CAR ALLOWANCE -COUNCIL	\$36,000	\$0	\$36,000	Allowance of \$500/mo each
EXP ALLOWANCE MAYOR & COUNCIL	\$50,000	\$0	\$50,000	Adjusted by CPI (1.3%) as per Charter
CELL PHONES	\$6,720	\$0	\$6,720	Data plan 7 iPads \$40/mth, 7 cell phones \$40/mth
PRINTING & BINDING	\$1,000	\$0	\$1,000	Business cards for Mayor & Councilmembers
STATE OF TOWN ADDRESS	\$6,000	\$0	\$6,000	Donations anticipated to offset State of the Town Address expenses.
TOY DRIVE	\$0	\$0	\$0	FY16 Expenses offset by donations
COUNCIL DISCRETIONARY FUND	\$700	\$0	\$700	Misc discretionary activities as approved by Council
COUNCIL UNIFORMS	\$360	\$0	\$360	Includes 1 shirt @ \$40 each
MEETING SET UP	\$300	\$0	\$300	Miscellaneous set-up costs for meetings
COUNCIL AWARDS	\$1,250	\$0	\$1,250	Includes awards, proclamations and framing
MEMBERSHIPS SUBSCRIPTIONS	\$9,100	\$0	\$9,100	Florida League of Cities (\$3,400), MDC League of Cities (\$3,100), US Conference of Mayors (\$0), National League of Cities (\$2,000), MDC Installation Gala (\$0), Florida League of Mayors (\$0), and MDC Monthly Meetings (\$600)
EDUCATION & TRAINING	\$0	\$2,000	\$2,000	FY17 \$0. Registration at conferences and training including US Conference of Mayors, Florida League of Cities Conference, National League of Cities Leadership Summit and Congressional City Conference, MDC League of Cities Best Practices Meeting, ETC
TOTAL TOWN COUNCIL EXPENDITURES:	\$326,326	\$4,000	\$330,326	
TOWN CLERK				
REGULAR SALARIES	\$70,000	\$0	\$70,000	Current Salary and Wages
PAYROLL TAXES	\$5,355	\$0	\$5,355	Calculated based on 7.65% of salary
FRS CONTRIBUTIONS	\$5,264	\$0	\$5,264	Rate increase from 7.26% to 7.52% thru Jul '17
HEALTH & LIFE INSURANCE	\$10,148	\$0	\$10,148	Includes medical, dental, vision and life
WIRELESS STIPEND	\$480	\$0	\$480	Cell phone allowance for Clerk
PROFESSIONAL SERVICES	\$5,000	\$0	\$5,000	Election consulting services as needed
TOWN CLERK AGENDA MANAGER	\$30,000	\$0	\$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	\$480	\$0	\$480	iPad data plan for Town Clerk (\$40/month)
RENTALS AND LEASES	\$2,100	\$0	\$2,100	Outside storage facility for Town Clerk
TOWN CLERK CODIFICATION	\$11,000	\$0	\$11,000	Assumes codification of one ordinance per meeting (\$1,000/ordinance)
TOWN CLERK LEGAL ADVERTISING	\$20,000	\$0	\$20,000	Advertisement of ordinances, budget hearings, land development code issues, and committee meetings
ADMINISTRATIVE SUPPORT	\$1,000	\$0	\$1,000	To cover for vacations
TOWN CLERK ELECTION COSTS	\$60,000	\$0	\$60,000	FY16 includes Special Elections Mail-Ballot. FY17 General elections for 4 seats (\$15,000) and Run-Off Elections (\$45,000)
UNIFORMS	\$50	\$0	\$50	Assumes one shirt per year

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SOFTWARE LICENSES	\$1,920	\$0	\$1,920	License renewal for Public Records Request
CLERK EDUCATION AND TRAINING	\$800	\$0	\$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:	\$223,597	\$0	\$223,597	
TOWN ATTORNEY				
GENERAL LEGAL	\$150,000	\$0	\$150,000	Based on monthly rate \$12,500
ROUTINE LITIGATION RESERVE	\$85,000	\$0	\$85,000	All litigation expenses by Town Attorney
CHARTER REVIEW COMMISSION	\$0	\$0	\$0	FY16 includes legal support for Charter Review Commission
TOTAL TOWN ATTORNEY EXPENDITURES:	\$235,000	\$0	\$235,000	
TOWN ADMINISTRATION				
REGULAR SALARIES	\$791,126	\$0	\$791,126	Salaries for administrative staff
EMPLOYEE BONUSES/COLA	\$25,000	\$0	\$25,000	Two percent COLA effective April 2017
ADM OVERTIME	\$2,000	\$0	\$2,000	Overtime as needed
PAYROLL TAXES	\$70,796	\$0	\$70,796	Calculated based on 7.65% of salaries
FRS CONTRIBUTIONS	\$90,728	\$0	\$90,728	Rate increase from 7.26% to 7.52% thru Jul '17
ICMA 457 PL	\$21,512	\$0	\$21,512	Town Manager's benefits per agreement and drop plan
HEALTH & LIFE INSURANCE	\$149,783	\$0	\$149,783	Includes medical, dental, vision and life
WIRELESS STIPEND	\$960	\$0	\$960	Includes stipends of \$480 for 2 staff members
ADM UNEMPLOYMENT CLAIMS	\$2,000	\$0	\$2,000	Anticipated unemployment filings
PROFESSIONAL SERVICES	\$10,000	\$0	\$10,000	Funding for professional consulting services as needed
INTERGOVERNMENTAL (LOBBYIST)	\$48,000	\$0	\$48,000	Lobbyist services
ACCOUNTING & PAYROLL	\$23,665	\$0	\$23,665	Based on contract with ADP - includes upgrades for employee self service and time and attendance tracking
INDEPENDENT AUDIT	\$52,175	-\$10,000	\$42,175	Regular audit including Single Audit for grant funds
ADM HEALTH SPENDING ACCT/WELLN	\$10,000	\$0	\$10,000	Wellness activities to reduce health care premium cost
ADM BACKGROUND CHECKS	\$1,500	\$0	\$1,500	Assumes same level of background checks and drug screening for new employees
ADM - TRAVEL & PER DIEM	\$0	\$3,000	\$3,000	FY17 \$0. Educational travel for staff development
CAR ALLOWANCE	\$6,000	\$0	\$6,000	Per Town Manager's contract
TELEPHONE SERVICES	\$0	\$0	\$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	\$580	\$0	\$580	iPad data service for Town Manager
ADM - POSTAGE & DELIVERY	\$19,000	\$0	\$19,000	Includes rental of postage machine & supplies (\$2,000), courier services (\$1,000) and postage (\$16,000)
ADM - UTILITIES	\$0	\$0	\$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
RENTALS AND LEASES	\$0	\$0	\$0	Storage space for finance records eliminated
ADM - COPIER LEASE	\$16,500	\$0	\$16,500	Rental of Toshiba copy machines and supplies
ADM - INSURANCE	\$215,326	\$0	\$215,326	Policy for property insurance and workers compensation.
REPAIR AND MAINT CONTRACTS	\$0	\$0	\$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

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ADM - PRINTING & BINDING	\$1,500	\$0	\$1,500	Business cards, flyers, Town maps, etc.
ADM TOWN BRANDING & STRATEGIC PLAN	\$10,000	\$0	\$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	\$1,000	\$0	\$1,000	Advertsing of Town employment and internship opportunities
HEALTH WELLNESS/549000 OTHER CURR CHARGE!	\$0	\$0	\$0	-
CLERICAL/ADMINISTRATIVE SUPPORT	\$5,000	\$0	\$5,000	Temporary support to cover vacations.
INVESTMENT ADVISORY SERVICE	\$7,000	\$0	\$7,000	Investment Advisory services
FINANCIAL INSTITUTION FEES	\$9,000	\$0	\$9,000	Bank transaction fees
CREDIT CARD FEES	\$0	\$0	\$0	Administration's portion of credit card fees.
HURRICANE EXPENSES	\$9,160	\$0	\$9,160	Allocation to Admin, Building and Parks. Supplies for hurricane preparedness and generator rental for Town Hall
ADMIN LICENSES AND PERMITS	\$0	\$0	\$0	-
ADM - OFFICE SUPPLIES	\$30,000	\$0	\$30,000	Office supplies including holiday decorations
UNIFORMS	\$600	\$0	\$600	1 shirt @ \$40/employee
ADM-BOOKS/PUBLIC/SUBSCRIP/MEM	\$5,500	\$0	\$5,500	Includes MDCCMA, NIGP, SEFL NIGP, GASB, FGFOA, Costco, PWDA, CQ, ICMA Retirement \$1,000 and other memberships/publications.
EDUCATION & TRAINING	\$0	\$3,000	\$3,000	FY17 \$0. Includes regular training and ADA & Safety Training for staff
ADM-FURNITURE/EQUIP NON-CAP	\$1,000	\$0	\$1,000	Miscellaneous furniture/non-capital equipment that
UB-TOTAL ADMINISTRATION EXPENDITURES	\$1,636,412	-\$4,000	\$1,632,412	
INFORMATION SYSTEMS				
IT CORE SERVICE SUPPORT	\$110,000	\$0	\$110,000	Contract with Gomez Technology
WEB SUPPORT	\$8,400	\$0	\$8,400	Contract with Xomatech for hosting (\$2,400), ongoing website enhancements (\$6,000)
VOICE SUPPORT	\$25,000	\$0	\$25,000	Phone (VoIP) and network security contract with
INTERNET SERVICES	\$15,600	\$0	\$15,600	Primary and back up Internet service for Government Center
RENTALS AND LEASES	\$3,000	\$0	\$3,000	Co-Lo offsite storage space, bandwidth and power
TRAINING	\$5,000	\$0	\$5,000	Cyber security awareness training
INFRASTRUCTURE - IT	\$40,000	\$0	\$40,000	Per IT Replacement Plan - replace servers, laptops, workstations, network storage, peripherals, cabling, phones, battery back up and accessories
COMPUTER SOFTWARE LICENSES	\$117,866	\$0	\$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:	\$324,866	\$0	\$324,866	
ADMINISTRATION - TRANSFERS				
RESERVE FOR FUTURE DONATIONS	\$10,000	\$0	\$10,000	Reserve for donations
TRANSFER OUT - CIP PARKS	\$100,000	\$0	\$100,000	Transfer to CPF-Parks for West Lake Neighborhood Reforestation
TRANSFER TO SPECIAL REVENUE FUND	\$11,416	\$0	\$11,416	FY17 Transfer for Black Olive removal program.
TRANSFER TO FACILITIES MAINTENANCE FUND	\$167,081	\$0	\$167,081	FY16 reimburses PTP 80% for debt service cost Administration's portion of Town Hall building expenses @ 60% of total cost
SUB-TOTAL ADMINISTRATIONTRANSFERS:	\$288,497	\$0	\$288,497	
TOTAL ADMINISTRATION EXPENDITURES:	\$2,249,776	-\$4,000	\$2,245,776	

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POLICE				
POL - PATROL SERVICES	\$6,937,252	\$0	\$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	\$40,600	\$0	\$40,600	Assumes funding for two additional Police Officer positions effective August 1, 2017 or as funding allows
POLICE OVERTIME	\$350,000	\$0	\$350,000	Overtime as required. Increase in FY16 for traffic detail.
RETRO ACTIVE SALARY & BENEFITS	\$176,890	\$0	\$176,890	PBA Settlement of 4% COLA
PROSECUTION-CRIMINAL VIOLATION	\$200	\$0	\$200	Ordinance violation review
POLICE TELEPHONE SVC	\$0	\$0	\$0	Police allocation of Suncom (\$1,950) and AT&T fire alarm monitoring (\$500) moved to Facilities Maintenance Fund in FY17
TELEPHONE- DEDICATED LINES	\$2,400	\$0	\$2,400	Includes 8 phones for command officers and undercover operations
POLICE UTILITIES	\$0	\$0	\$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	\$2,500	\$0	\$2,500	Toshiba copier lease
POLICE REPAIR & MAINTENANCE	\$0	\$0	\$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	\$3,000	\$0	\$3,000	Smart sign maintenance
POLICE - MISC. EXPENSE	\$500	\$0	\$500	Auto tag renewal and miscellaneous items as needed for public safety
POLICE OFFICE SUPPLIES	\$3,500	\$0	\$3,500	Office Supplies including business cards
OPERATING SUPPLIES	\$3,000	\$0	\$3,000	Special Department supplies including bicycles, repair parts, cameras
POLICE UNIFORMS	\$4,000	\$0	\$4,000	Patches, motor wings, etc
POLICE - FUEL COSTS	\$1,000	\$0	\$1,000	Fuel as needed for transport of smart signs
POLICE CRIME PREVENT TRAIN	\$3,000	\$0	\$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	\$75,187	\$0	\$75,187	Police Department portion of Town Hall building expenses @ 27% of total cost
SUB-TOTAL POLICE EXPENDITURES:	\$7,603,028	\$0	\$7,603,028	
SCHOOL CROSSING GUARDS				
REGULAR SALARIES	\$89,495	\$0	\$89,495	Salaries include 7 crossing guards, 1 back-up guard and a part-time supervisor
PAYROLL TAXES	\$6,846	\$0	\$6,846	Calculated based on 7.65% of salaries
FRS CONTRIBUTIONS	\$6,730	\$0	\$6,730	Rate increase from 7.26% to 7.52% thru Jul '17
WORKMAN'S COMPENSATION	\$3,019	\$0	\$3,019	Calculated based on 4.97% of salaries
OPERATING SUPPLIES	\$750	\$0	\$750	Includes stop signs, whistles and lanyards
UNIFORMS	\$3,000	\$0	\$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:	\$109,841	\$0	\$109,841	
TOTAL POLICE EXPENDITURES:	\$7,712,869	\$0	\$7,712,869	

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PLANNING				
REGULAR SALARIES	\$95,000	\$0	\$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	\$7,268	\$0	\$7,268	Calculated based on 7.65% of salaries
FRS CONTRIBUTIONS	\$7,144	\$0	\$7,144	Rate increase from 7.26% to 7.52% thru Jul '17
HEALTH & LIFE INSURANCE	\$10,191	\$0	\$10,191	Includes medical, dental, vision and life
WIRELESS STIPEND	\$480	\$0	\$480	Wireless stipend for Town Planner
PLANNING CONSULTING	\$8,000	\$0	\$8,000	Support for review and approval of major developments, special projects or planning studies
PLANNING-SITE PLAN REVIEW	\$500	\$0	\$500	Outside engineering support as required
PLANNING PRINTING COSTS	\$500	\$0	\$500	Printing of large plans
SUB-TOTAL PLANNING:	\$129,082	\$0	\$129,082	
CODE COMPLIANCE				
REGULAR SALARIES	\$69,581	\$0	\$69,581	Salaries for Code Compliance Manager, previously accounted for in Planning
PAYROLL TAXES	\$5,323	\$0	\$5,323	Calculated based on 7.65% of salaries
FRS CONTRIBUTIONS	\$5,233	\$0	\$5,233	Rate increase from 7.26% to 7.52% thru Jul '17
HEALTH & LIFE INSURANCE	\$17,582	\$0	\$17,582	Includes medical, dental, vision and life
SPECIAL MASTER	\$3,000	\$0	\$3,000	Assumes \$125 per hour/hearing, 12 hearings/year for Special Master
CONTRACT CODE ENF SER	\$148,000	\$0	\$148,000	Two full-time and one part-time contracted Code
PLANNING MOBILE PHONES	\$360	\$0	\$360	Cell phones for 3 Code Officers
ABANDONED PROPERTY MAINT	\$2,000	\$0	\$2,000	Boarding up of windows, lawn mowing and clearing of abandoned property
ALARM MONITORING PROGRAM	\$25,000	\$0	\$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	\$7,000	\$0	\$7,000	Recording of liens
REMOTE ACCESS DEVICE	\$1,000	\$0	\$1,000	Data plans for Code Officers field services
CODE ENFORCEMENT UNIFORMS	\$600	\$0	\$600	Uniforms for field personnel
EDUCATION & TRAINING	\$1,000	\$0	\$1,000	FACE training, GIS training and other
SUB-TOTAL CODE COMPLIANCE:	\$285,678	\$0	\$285,678	
TRANSIT				
DEMAND SERVICES - CONTRACT	\$75,000	\$0	\$75,000	Bus service (\$58,800), fuel (\$5,600) vehicle repair & maintenance (\$6,600) and storage (\$4,000)
SUB-TOTAL TRANSIT:	\$75,000	\$0	\$75,000	
TOTAL PLANNING, CODE COMPLIANCE & TRANSIT EXPENDITURES:	\$489,761	\$0	\$489,761	
QNIP				
QNIP DEBT SERVICE	\$153,423	\$0	\$153,423	
TOTAL QNIP EXPENDITURES:	\$153,423	\$0	\$153,423	
ZONING				
REGULAR SALARIES	\$93,380	\$0	\$93,380	Salaries for Zoning staff - Planning Technician and Zoning Official. Previously accounted for in Planning in FY16.
PAYROLL TAXES	\$7,144	\$0	\$7,144	Calculated based on 7.65% of salaries.
FRS CONTRIBUTIONS	\$7,022	\$0	\$7,022	Rate increase from 7.26% to 7.52% thru Jul '17
HEALTH & LIFE INSURANCE	\$10,359	\$0	\$10,359	Includes medical, dental, vision and life
SUB-TOTAL ZONING EXPENDITURES	\$117,905	\$0	\$117,905	
TOTAL BUILDING & ZONING EXPENDITURES:	\$117,905	\$0	\$117,905	

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PARKS - COMMUNITY SERVICES				
REGULAR SALARIES	\$339,950	\$0	\$339,950	Department restructured in FY17 to separate Parks and Community Engagement and Outreach
OVERTIME	\$1,000	\$0	\$1,000	For hourly employee overtime required to support events and activities
PAYROLL TAXES	\$25,796	\$0	\$25,796	Calculated based on 7.65% of salaries
FRS CONTRIBUTIONS	\$25,564	\$0	\$25,564	Rate increase from 7.26% to 7.52% thru Jul '17
HEALTH & LIFE INSURANCE	\$68,333	\$0	\$68,333	Includes medical, dental, vision and life
WIRELESS STIPEND	\$2,400	\$0	\$2,400	Stipend for Chief Operations Director, Arborist, and 3 field operations employees
PROFESSIONAL SERVICES	\$0	\$0	\$0	Arborist converted to full-time in FY16 and Business Operations Supervisor converted to full-time status in FY17
MILEAGE REIMB	\$0	\$0	\$0	Savings due to availability of Town vehicles for staff to use
VEHICLE REPAIR & MAINTENANCE	\$4,000	\$0	\$4,000	Maintenance and repairs of 4 vehicles
PRINTING EXPENSE	\$1,500	\$0	\$1,500	Savings due to digital marketing campaigns
FINANCIAL INSTITUTION FEES	\$0	\$0	\$0	Includes credit card transaction fees and bank fees for Parks
CREDIT CARD FEES	\$3,500	\$0	\$3,500	Includes credit card transaction fees for Parks
MISCELLANEOUS	\$600	\$0	\$600	Property taxes for Palm Springs N, Sec A (\$200) and Royal Oaks Security Guard Gate (\$400)
PARKS - PERMIT FEES	\$500	\$0	\$500	Permits from MDC as needed
COACHES BACKGROUND CK	\$5,600	\$0	\$5,600	Background checks for all program coaches, instructors and volunteers
CHECK CERTIFICATION CLINIC	\$2,500	\$0	\$2,500	Certification provided by National Alliance of Youth Coaches
VEHICLE FUEL	\$5,000	\$0	\$5,000	Fuel, oil for 4 CLS vehicles
SUB-TOTAL COMMUNITY SERVICES:	\$486,243	\$0	\$486,243	
ROYAL OAKS PARK				
ROYAL OAKS PARK TELECOMMUNICATIONS	\$11,400	\$0	\$11,400	Phones (\$9,000), fire and burglar alarm (\$2,400)
ROYAL OAKS PARK UTILITIES	\$90,880	\$0	\$90,880	FPL (\$73,000), water and sewer (\$3,000) and waste removal (\$14,880)
ROP MAINTENANCE CONTRACT	\$358,050	\$0	\$358,050	Grounds Maintenance Contract (\$291,500); Janitorial pending contract (\$66,550)
ROP REPAIRS & MAINTENANCE (GROUNDS)	\$65,000	\$0	\$65,000	General grounds repairs including irrigation, sod, electrical, plumbing and field equipment
ROP OPERATING COSTS (FACILITY)	\$36,500	\$0	\$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	\$5,000	\$0	\$5,000	Non-capital outlay replacement
SUB-TOTAL ROYAL OAKS PARK:	\$566,830	\$0	\$566,830	
PARK EAST YOUTH CENTER				
SALARIES	\$30,000	\$0	\$30,000	Current salary and wages
PAYROLL TAXES	\$2,295	\$0	\$2,295	Calculated based on 7.65% of salary
FRS RETIREMENT CONTRIBUTION	\$2,256	\$0	\$2,256	Rate increase from 7.26% to 7.52% thru Jul '17
HEALTH & LIFE INSURANCE	\$10,191	\$0	\$10,191	Includes medical, dental, vision and life
JANITORIAL	\$30,600	\$0	\$30,600	Janitorial service
TELECOMMUNICATIONS	\$2,960	\$0	\$2,960	Phones, fire and burglar alarm
UTILITIES	\$18,000	\$0	\$18,000	FPL (\$9,200), water and sewer (\$4,000) and waste removal (\$4,800)
MAINTENANCE CONTRACT	\$16,485	\$0	\$16,485	Base grounds contract (\$16,365) and Orange Pest Control (\$120)
REPAIRS & MAINTENANCE (GROUNDS)	\$5,000	\$0	\$5,000	General grounds repairs including irrigation, sod and landscape repairs

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OPERATING COSTS (FACILITY)	\$12,500	\$0	\$12,500	Operating costs for facility handyman/general repairs (\$7,500), Electrical (\$2,500), Plumbing
MISCELLANEOUS EXPENSE	\$0	\$0	\$0	-
PARKS IMPROVEMENT / NON CAP	\$5,000	\$0	\$5,000	Facility and Grounds improvements
SUB-TOTAL PARK EAST YOUTH CENTER:	\$135,287	\$0	\$135,287	
PARK WEST - MARY COLLINS COMMUNITY CENTER				
JANITORIAL	\$42,768	\$0	\$42,768	Contract for janitorial services
TELECOMMUNICATIONS	\$2,000	\$0	\$2,000	Phones fire and burglar alarm
UTILITIES	\$22,100	\$0	\$22,100	FPL, waste, water and sewer
REPAIR & MAINTENANCE CONTRACT	\$21,195	\$0	\$21,195	Base grounds contract (\$20,985) and Orange Pest control (\$210)
REPAIR AND MAINTENANCE (GROUNDS)	\$7,500	\$0	\$7,500	General grounds repair, irrigation, sod, landscaping and maintenance, handyman services
REPAIR AND MAINTENANCE (FACILITY)	\$27,000	\$0	\$27,000	General facility, MEPs, HVAC repairs, Electrical, handyman services
PARKS IMP - OPERATING	\$20,000	\$0	\$20,000	Grounds improvement including irrigation, landscaping and sod
SUB-TOTAL MINI PARK - WEST:	\$142,563	\$0	\$142,563	
MIAMI LAKES OPTIMIST PARK				
MIAMI LAKES OPTIMIST TELECOMMUNICATIONS	\$11,025	\$0	\$11,025	Phones fire and burglar alarm
MIAMI LAKES OPTIMIST UTILITIES	\$132,300	\$0	\$132,300	FPL, waste, water and sewer.
MIAMI LAKES OPTIMIST PARK MAINTENANCE	\$499,900	\$0	\$499,900	Contract with Brightview (\$499,900) including janitorial and pressure cleaning of dock
REPAIRS AND MAINTENANCE (GROUNDS)	\$36,000	\$0	\$36,000	General grounds repairs including, irrigation, sod, electrical, plumbing and handyman services
REPAIRS AND MAINTENANCE (FACILITY)	\$16,000	\$0	\$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	\$1,500	\$0	\$1,500	Bait & tackle
MIAMI LAKES PARK/IMPROVEMENTS	\$20,000	\$0	\$20,000	Park and facility improvements including athletic equipment
UB -TOTAL MIAMI LAKES OPTIMIST PARK:	\$716,725	\$0	\$716,725	
MINI PARKS				
UTILITIES	\$22,000	\$0	\$22,000	FPL (\$16,000), water and sewer (\$6,000)
MAINTENANCE CONTRACT	\$252,317	\$0	\$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)	\$44,330	\$0	\$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	\$27,500	\$0	\$27,500	Various contracts to supplement off year of three year trimming cycle
FURNITURE & NON CAPITAL OUTLAY	\$5,000	\$0	\$5,000	Pocket parks and playground amenities replacement as needed
SUB-TOTAL MINI PARKS:	\$351,147	\$0	\$351,147	
BARBARA GOLEMAN				
BARBARA GOLEMAN MAINT	\$4,000	\$0	\$4,000	Per agreement
SUB-TOTAL BARBARA GOLEMAN :	\$4,000	\$0	\$4,000	
TOTAL PARKS - COMMUNITY SERVICES	\$2,402,795	\$0	\$2,402,795	

TOWN OF MIAMI LAKES
FY 2016-17 ADOPTED BUDGET
GENERAL FUND
Expenditure by Line Item

ACCOUNT NAME/DESCRIPTION	FY2016-17 ADOPTED BUDGET	FY2016-17 REVISION/ AMENDMENT	FY2016-17 AMENDED BUDGET	COMMENTS
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COMMUNITY ENGAGEMENT AND OUTREACH

LEISURE SERVICES

SALARIES	\$289,224	\$0	\$289,224	Department restructured in FY17 to separate Parks and Community Engagement and Outreach
PAYROLL TAXES	\$22,126	\$0	\$22,126	Calculated based on 7.65% of salaries
FRS RETIREMENT CONTRIBUTION	\$21,750	\$0	\$21,750	Rate increase from 7.26% to 7.52% thru Jul '17
HEALTH & LIFE INSURANCE	\$30,572	\$0	\$30,572	Includes medical, dental, vision and life
WIRELESS STIPEND	\$1,440	\$0	\$1,440	Stipend for Director, 1 Leisure Services Manager and 1 Events Coordinator
YOUTH CENTER COMMUNITY PROGRAMS	\$10,100	\$0	\$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)
TOWN COMMUNITY PROGRAMS	\$14,795	\$0	\$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	\$1,040	\$0	\$1,040	Includes all parks staff uniforms
SUB-TOTAL LEISURE SERVICES:	\$391,047	\$0	\$391,047	

ECONOMIC DEVELOPMENT

SALARIES	\$22,700	\$0	\$22,700	Salary and Wages allocated @ 50% for Communications and 50% Economic Development
PAYROLL TAXES	\$1,737	\$0	\$1,737	Calculated based on 7.65% of salary
FRS RETIREMENT CONTRIBUTION	\$1,690	\$0	\$1,690	Rate increase from 7.26% to 7.52% thru Jul '17
HEALTH & LIFE INSURANCE	\$0	\$0	\$0	Includes medical, dental, vision and life
WIRELESS STIPEND	\$240	\$0	\$240	-
SUB-TOTAL ECONOMIC DEVELOPMENT:	\$26,367	\$0	\$26,367	

COMMUNICATIONS

SALARIES	\$22,700	\$0	\$22,700	Salary and Wages allocated @ 50% for Communications and 50% Economic Development
PAYROLL TAXES	\$1,737	\$0	\$1,737	Calculated based on 7.65% of salary
FRS RETIREMENT CONTRIBUTION	\$1,690	\$0	\$1,690	Rate increase from 7.26% to 7.52% thru Jul '17
HEALTH & LIFE INSURANCE	\$0	\$0	\$0	Includes medical, dental, vision and life
WIRELESS STIPEND	\$240	\$0	\$240	-
SUB-TOTAL COMMUNICATIONS:	\$26,367	\$0	\$26,367	

SPECIAL EVENTS

SALARIES	\$58,384	\$0	\$58,384	Current Salary and Wages
PAYROLL TAXES	\$4,466	\$0	\$4,466	Calculated based on 7.65% of salary
FRS RETIREMENT CONTRIBUTION	\$4,390	\$0	\$4,390	Rate increase from 7.26% to 7.52% thru Jul '17
HEALTH & LIFE INSURANCE	\$17,582	\$0	\$17,582	Includes medical, dental, vision and life
WIRELESS STIPEND	\$480	\$0	\$480	cell phone allowance
SPEC EVENTS VETERANS DAY	\$6,000	\$0	\$6,000	Veterans Day Parade supplies. FY16 Donations received to offset expenses
SPEC EVENTS 4TH JULY	\$25,000	\$0	\$25,000	Fireworks contract
SUB-TOTAL SPECIAL EVENTS:	\$116,303	\$0	\$116,303	

TOWN OF MIAMI LAKES
FY 2016-17 ADOPTED BUDGET
GENERAL FUND
Expenditure by Line Item

ACCOUNT NAME/DESCRIPTION	FY2016-17 ADOPTED BUDGET	FY2016-17 REVISION/ AMENDMENT	FY2016-17 AMENDED BUDGET	COMMENTS
COMMITTEES				
NEIGHBORHOOD IMPROVEMENT COMMITTEE				
LAKE LAKE AWARENESS MONTH	\$200	\$0	\$200	
LAKE TESTING	\$850	\$0	\$850	
HOA QUARTERLY HOA PROJECTS	\$100	\$0	\$100	
LITT ANTI LITTER CAMPAIGN	\$1,500	\$0	\$1,500	
THE HOUSE/BUSINESS MONTH CONTEST	\$0	\$0	\$0	
TOTAL NEIGHBORHOOD IMP COMMITTEE:	\$2,650	\$0	\$2,650	
CULTURAL AFFAIRS COMMITTEE				
ARTPA ART IN THE PARKS	\$0	\$0	\$0	
BASEL ART BASEL MIAMI LAKES	\$1,500	\$0	\$1,500	
BLACK BLACK HISTORY MONTH CONCERT	\$2,750	\$0	\$2,750	
FILM CLASSIC FILM IN THE PARK	\$2,650	\$0	\$2,650	
WOMEN WOMEN HISTORY MONTH	\$1,250	\$0	\$1,250	
SCOT SCOTTISH AMERICAN HERITAGE MONTH	\$600	\$0	\$600	
BOOK BOOK READING	\$750	\$0	\$750	
COF CONCERT ON THE FAIRWAY	\$10,500	\$0	\$10,500	
CON CONCERTS	\$4,500	\$0	\$4,500	
FT FISHING	\$500	\$0	\$500	
FOUR FOURTH OF JULY	\$11,500	\$0	\$11,500	
HISP HISPANIC HERITAGE	\$10,500	\$0	\$10,500	
S FLI SPRING FLING(PAINT A PICTURE)	\$600	\$0	\$600	
TOTAL CULTURAL AFFAIRS COMMITTEE:	\$47,600	\$0	\$47,600	
ECONOMIC DEVELOPMENT COMMITTEE				
MARKE MARKETING MATERIALS	\$7,000	\$0	\$7,000	
ML CH MISC EXPENSES	\$7,000	\$0	\$7,000	
REALT REALTOR EVENTS	\$5,200	\$0	\$5,200	
TRADE SHOW - BIO FLORIDA	\$0	\$0	\$0	
SHOWS MISC EXPENSES	\$3,000	\$0	\$3,000	
TAL ECONOMIC DEVELOPMENT COMMITTEE:	\$22,200	\$0	\$22,200	
EDUCATIONAL ADVISORY BOARD				
AP LANGUAGE ARTS PROGRAM	\$26,000	\$0	\$26,000	
DIREC DIRECT INSTRUCTION TUTORING	\$0	\$0	\$0	
FRIEN FRIENDS OF THE LIBRARY	\$4,000	\$0	\$4,000	
IMAG IMAGINATION LIBRARY	\$2,000	\$0	\$2,000	
MISC. MISC. EXPENSES	\$300	\$0	\$300	
SAT/ SAT/ACT PREP COURSES	\$4,000	\$0	\$4,000	
STEM ELECTIVE COURSES	\$10,000	\$0	\$10,000	
EVENT TOWN EVENTS	\$2,000	\$0	\$2,000	
TEST STANDARDIZED TESTING SUPPORT	\$10,000	\$0	\$10,000	
TOTAL EDUCATIONAL ADVISORY BOARD:	\$58,300	\$0	\$58,300	
ELDERLY AFFAIRS COMMITTEE				
FORU COMMUNITY FORUMS	\$1,500	\$0	\$1,500	
HF EAC - HEALTH FAIR	\$500	\$0	\$500	
METET MEET & EAT	\$4,000	\$0	\$4,000	
MISC MISC EXPENSE	\$2,500	\$0	\$2,500	
SENIO SENIOR FIELD TRIP	\$6,000	\$0	\$6,000	
SG SR. GAMES	\$2,500	\$0	\$2,500	
SRSO SENIOR SOCIAL	\$19,000	\$0	\$19,000	
TOTAL ELDERLY AFFAIRS COMMITTEE:	\$36,000	\$0	\$36,000	

TOWN OF MIAMI LAKES
FY 2016-17 ADOPTED BUDGET
GENERAL FUND
Expenditure by Line Item

ACCOUNT NAME/DESCRIPTION	FY2016-17 ADOPTED BUDGET	FY2016-17 REVISION/ AMENDMENT	FY2016-17 AMENDED BUDGET	COMMENTS
YOUTH ACTIVITIES TASK FORCE				
BR BICYCLE RODEO	\$2,500	\$0	\$2,500	
HHH HALLOWEEN HAUNTED HOUSE	\$8,500	\$0	\$8,500	
JUST JUST RUN	\$1,000	\$0	\$1,000	
MP MOVIES IN THE PARK	\$21,000	\$0	\$21,000	
SPRIN SPRING FLING	\$6,000	\$0	\$6,000	
SPORT SPORTS PALOOZA/PRO SPORTS DAY	\$1,000	\$0	\$1,000	
SUMMER YOUTH EMPL INITIATIVE	\$1,000	\$0	\$1,000	
TOTAL YOUTH ACTIVITIES TASK FORCE:	\$41,000	\$0	\$41,000	
PUBLIC SAFETY COMMITTEE				
BRKF POLICE APPRECIATION BREAKFAST	\$1,000	\$0	\$1,000	
CERT C.E.R.T TRAINING	\$250	\$0	\$250	
EDUCATIONAL MATERIALS	\$750	\$0	\$750	
TOTAL PUBLIC SAFETY COMMITTEE:	\$2,000	\$0	\$2,000	
VETERANS AFFAIRS COMMITTEE				
CARE PACKAGE DRIVE	\$1,000	\$0	\$1,000	
FLAG FLAG RETIREMENT CEREMONY	\$100	\$0	\$100	
MM MARLINS FIELD TRIP-MILITARY MONDAY	\$0	\$0	\$0	
PLAQU PURCH TREES W/PLAQUES	\$900	\$0	\$900	
TOTAL VETERANS AFFAIRS COMMITTEE:	\$2,000	\$0	\$2,000	
TOTAL COMMITTEES EXPENDITURES:	\$211,750	\$0	\$211,750	
TOTAL COMMUNITY ENGAGEMENT AND OUTREACH EXPENDITURES	\$771,834	\$0	\$771,834	

PUBLIC WORKS

PUBLIC WORKS ADMINISTRATION

REGULAR SALARIES	\$119,500	\$0	\$119,500	50% funding for Chief of Operations and 50% Public Works Director salaries
PAYROLL TAXES	\$8,931	\$0	\$8,931	Calculated based on 7.65% of salaries
FRS CONTRIBUTIONS	\$8,234	\$0	\$8,234	Rate increase from 7.26% to 7.52% thru Jul '17
HEALTH & LIFE INSURANCE	\$10,945	\$0	\$10,945	Includes medical, dental, vision and life
WIRELESS STIPEND	\$480	\$0	\$480	Stipend for PW Director
TOWN ENGINEER	\$25,000	\$0	\$25,000	EA Perez for townwide projects and misc drainage (\$10,000); KHA (\$15,000) for other inspections support
PERMITS PLAN REVIEW	\$38,000	\$0	\$38,000	Independent Contractor for plans review and inspections
VEHICLE REPAIR & MAINTENANCE	\$4,000	\$0	\$4,000	Maintenance for 2 PW vehicles
UNDERGROUND UTILITY LOCATION	\$27,240	\$0	\$27,240	High Tech (\$25,920), Sunshine state one call (\$1,320)
PW MISCELLANEOUS	\$5,000	\$0	\$5,000	Removal of holiday banners
OPERATING SUPPLIES	\$3,000	\$0	\$3,000	banners, chlorine, tools, materials for field work
UNIFORMS	\$40	\$0	\$40	Includes 1 shirt for PW Director
VEH OPERATING & MAINT	\$3,000	\$0	\$3,000	Fuel and lubricants for 2 PW vehicles
FURN & EQUIP NON CAPITAL	\$4,000	\$0	\$4,000	FY17 Signage, barricades and other PW equipment. New trailer purchased in FY16
B-TOTAL PUBLIC WORKS ADMINISTRATION:	\$257,370	\$0	\$257,370	

PW - GREEN SPACE

RIGHT OF WAY ELECTRICITY	\$11,000	\$0	\$11,000	Electricity for entrance features, fountains and pumps
WATER	\$65,000	\$0	\$65,000	water and sewer

TOWN OF MIAMI LAKES
FY 2016-17 ADOPTED BUDGET
GENERAL FUND
Expenditure by Line Item

ACCOUNT NAME/DESCRIPTION	FY2016-17 ADOPTED BUDGET	FY2016-17 REVISION/ AMENDMENT	FY2016-17 AMENDED BUDGET	COMMENTS
REPAIR & MAINTENANCE	\$523,247	\$0	\$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)
PUBLIC WORK ENTRY MAINT	\$4,700	\$0	\$4,700	Includes maintenance (\$2,700) and painting (\$2,000) of 3 features: 67th, 154th and 87th
EXTERMINATION SERVICES	\$3,000	\$0	\$3,000	Extermination of rodents, bees, dead animals, etc
PW TREE REMOVAL	\$20,000	\$0	\$20,000	Removal of invasive, hazardous or dead trees
TREE TRIMMING	\$170,000	\$0	\$170,000	Per contract based on three year cycle; 5700 trees per cycle
NEW TREE PLANTING	\$50,000	\$0	\$50,000	Tree planting
TREE REPLACEMENT PROG-BLACK OL	\$0	\$0	\$0	Remove black olive trees and replace with a variety of other species
BEAUTIFICATION PLAN	\$0	\$0	\$0	Non capital beautification of major corridor and swales (irrigation/sod)
SUB-TOTAL PW-GREEN SPACE:	\$846,947	\$0	\$846,947	
TOTAL PUBLIC WORKS EXPENDITURES:	\$1,104,317	\$0	\$1,104,317	
NON-DEPARTMENTAL				
RESERVE FOR LITIGATION/SETTLEMENT	\$0	\$0	\$0	-
TOTAL NON-DEPARTMENTAL EXPENDITURES	\$0	\$0	\$0	
TOTAL GENERAL FUND EXPENDITURES	\$15,787,601	\$0	\$15,787,601	