



Town of Miami Lakes Memorandum

To: Honorable Mayor and Councilmembers

From: Edward Pidermann, Town Manager

Subject: Budget Amendment FY2019-20 – 2nd Reading

Date: April 21, 2020

Recommendation

Approve amendment to the FY 2019-20 Budget on second reading of the Ordinance. The proposed amendments are described below and summarized in Exhibit A.

Background

See attached Town Manager's Memorandum on First Reading Ordinance.

As per the FY2019 Comprehensive Annual Financial Report (CAFR), operations resulted in a deficit of (\$785,840). However, as a result of the \$1,275,000 fund balance transfer during the year, there will be a budget balance of \$489,160. From the budget balance \$342,500 was already approved through the budget adoption process for the litigation/settlement reserve. Of the remaining \$146,660 a balance of \$42,216 will be utilized to fund prior year projects that were not completed. With the remaining \$104,444 staff is proposing to carry forward and appropriate funds as follows:

CHANGES FROM FIRST READING

GENERAL FUND CARRYFORWARD

1. Remove all items proposed to be restored on first reading that were eliminated from the budget except for the lobbyist services (\$24,000)
2. Remove and re-allocate professional services (\$23,000) for the bond counsel to come from the Special Obligations Bond Overage instead of the carry forward funds as proposed on first reading.
3. Provide quotes as directed by Council for the security enhancements at Government Center (\$33,500). The original amount proposed on first reading was \$35,000 but has now been reduced by \$1,500.
 - a. Installation of card reader access control for elevators – \$23,000
 - b. Installation of second floor glass entry door - \$10,500

4. Transfer \$38,400 to the Special Revenue Fund in order to fund the partial resurfacing of Montrose Rd. from Miami Lakes Dr to Oak Lane.
5. Allocate the remaining balance of \$8,544 of the \$104,444 to the contingency reserve.

GENERAL FUND - AMENDMENT

The excess of \$131,551 from the Series 2010 Special Obligation Bond overage will be allocated as follows:

1. Professional Services (\$23,000) – To fund additional services for the bond counsel related to the natural disaster line of credit.
2. Financial Institution Fees (\$40,000) – To fund bank fees related to the issuance of the natural disaster line of credit.
3. Independent Audit (\$5,000) - To fund the Federal Single Audit.
4. Contingency Reserve (\$63,551) – The remaining balance of the \$131,551.

GENERAL FUND – BUDGET LINE ITEM TRANSFER

Approve the transfer of unencumbered appropriation balance from the legal reserve to fund legal expenses. The allocations would be as follows:

1. Dawn Jenkins Litigation (\$65,000)
2. 170th Bridge Park Litigation (\$37,800)
3. Pizzi Criminal Case (\$2,500)

Please note that during the attorney's report on March 9th the Council approved to transfer \$8,500 from the legal reserves (\$342,500) to fund outstanding invoices relating to the Pizzi criminal case, thus leaving a balance of \$334,00 in the legal reserves.

If approved this will reduce the legal reserve from \$334,000 to \$228,700.

SPECIAL REVENUE FUND

Transportation Gas Tax

This budget amendment carries forward the balance of \$42,608 as proposed on first reading. In addition, a transfer of \$38,400 from the general fund will be utilized to partially resurface Montrose Rd. from Miami Lakes Dr to Oak Lane.

This adjustment will increase the Transportation Gas Tax budget from \$402,537 to \$483,545.

CAPITAL PROJECTS FUND - AMENDMENT

1. Facilities & Equipment The original transfer of \$35,000 from General Fund as mentioned earlier in this memorandum was reduced by \$1,500 for a new total of \$33,500 to fund the security enhancements at Town hall.
2. Parks Improvements
 - a. Remove and re-allocate contingency reserve (\$2,985) carryforward as proposed on first reading to ROP sports field LED retrofit lighting.
 - b. Reduce Mini Parks Machinery & Equipment carryforward amount of \$11,536 as proposed on first reading to \$5,187 and re-allocate the difference of \$6,349 to the ROP Sports field LED Retrofit.

- c. Allocate funds to ROP sports field LED retrofit (\$9,334). To fund the 12-month auditing portion and performance and energy saving on the newly installed lights as required by the grant, in order to finalize and close out the ROP LED project.

CAPITAL PROJECTS FUND – BUDGET LINE ITEM TRANSFER

Approve a line item transfer of \$8,966 from contingency reserve to Royal Oaks Park sports field LED retrofit lighting.

Attachments:

Ordinance

Town Manager's Memorandum on First Reading

Exhibit A – FY 2019-20 Amended Budget on 2nd Reading