

**Adopted Operating  
and  
Capital Budget  
FY 2016-17**



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## **Budget Message**

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## Town of Miami Lakes Memorandum

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**To:** Honorable Mayor and Council

**From:** Alex Rey, Town Manager

**Subject:** Adoption of Budget for Fiscal Year 2016-17

**Date:** September 20, 2016

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### **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 59<sup>th</sup> 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).

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

**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**

# 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
<b>GENERAL FUND</b>				
<b>TOTAL REVENUES</b>			<b>\$15,856,601</b>	
Transfer from SRF - Other	\$25,000	\$29,400	\$4,400	Transfer in from Developer's contribution for Education to the Education Advisory Board
<b>Total Revenues</b>			<u><b>\$15,861,001</b></u>	
<b>TOTAL EXPENSES</b>				
<b>TOTAL EXPENSES</b>			<b>\$15,856,601</b>	
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
<b>Total Expenses</b>			<u><b>\$15,861,001</b></u>	
<b>SPECIAL REVENUE FUND</b>				
<b>PEOPLE'S TRANSPORTATION PLAN (PTP 80%)</b>				
<b>TOTAL Revenues and Expenditures</b>			<b>\$1,090,216</b>	
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
<b>Total Revenues and Expenditures</b>			<u><b>\$1,090,216</b></u>	
<b>SPECIAL REVENUES - OTHER</b>				
<b>TOTAL Revenues and Expenditures</b>			<b>\$300,000</b>	
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
<b>Total Revenues and Expenditures</b>			<u><b>\$300,000</b></u>	
<b>CAPITAL PROJECTS FUND</b>				
<b>TRANSPORTATION IMPROVEMENTS</b>				
<b>TOTAL REVENUES</b>			<b>\$2,240,244</b>	
Transfer in from Special Revenue Fund - PTP 80%	\$391,276	\$26,276	(\$365,000)	Reduction in funding from PTP 80% for transportation projects
<b>Total Revenues</b>			<u><b>\$1,875,244</b></u>	
<b>TOTAL EXPENDITURES</b>			<b>\$2,240,244</b>	
NW 59th Avenue Extension, Boat & PW Storage Yards	\$556,334	\$191,334	(\$365,000)	Reduction in funding for 59th Avenue Extension Project
<b>Total Expenditures</b>			<u><b>\$1,875,244</b></u>	





# ***TOWN OF MIAMI LAKES***

## ***MEMORANDUM***

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**To:** Honorable Mayor and Town Council

**From:** Alex Rey, Town Manager

**Subject:** FY 2016-17 Budget Message

**Date:** September 6, 2016

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### **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
<b>TOTAL</b>	<b>\$1,868,670</b>	

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.

<b>BUDGET SUMMARY</b>								
<b>Town of Miami Lakes - FY2016-17</b>								
<b>Millage per \$1,000</b>								
<b>General Fund Millage: 2.3518</b>								
<i>The General Fund Millage is 5.97 percent higher than the State defined Rolled Back Rate</i>								
<b>ESTIMATED REVENUES</b>	<b>General Fund</b>	<b>Special Revenue Funds</b>	<b>Electric Utility Tax Revenue Fund</b>	<b>Debt Service Fund</b>	<b>Capital Projects Fund</b>	<b>Stormwater Utility Fund</b>	<b>Internal Service Fund</b>	<b>Total All Funds</b>
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
<b>TOTAL SOURCES</b>	<b>15,720,185</b>	<b>4,331,500</b>	<b>370,000</b>	<b>178,920</b>	<b>1,182,580</b>	<b>1,082,000</b>	<b>-</b>	<b>22,865,185</b>
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
<b>TOTAL REVENUES, TRANSFERS &amp; BALANCE</b>	<b>15,856,601</b>	<b>8,375,760</b>	<b>431,692</b>	<b>548,499</b>	<b>5,174,503</b>	<b>1,628,065</b>	<b>278,469</b>	<b>32,293,589</b>
<b>ESTIMATED EXPENDITURES</b>								-
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
<b>TOTAL EXPENDITURES</b>	<b>15,492,917</b>	<b>2,787,016</b>	<b>3,550</b>	<b>548,499</b>	<b>4,934,499</b>	<b>953,446</b>	<b>278,469</b>	<b>24,998,396</b>
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
<b>TOTAL APPROPRIATED EXPENDITURES, TRANSFERS, RESERVES AND BALANCES</b>	<b>15,856,601</b>	<b>8,375,760</b>	<b>431,692</b>	<b>548,499</b>	<b>5,174,503</b>	<b>1,628,065</b>	<b>278,469</b>	<b>32,293,589</b>

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.

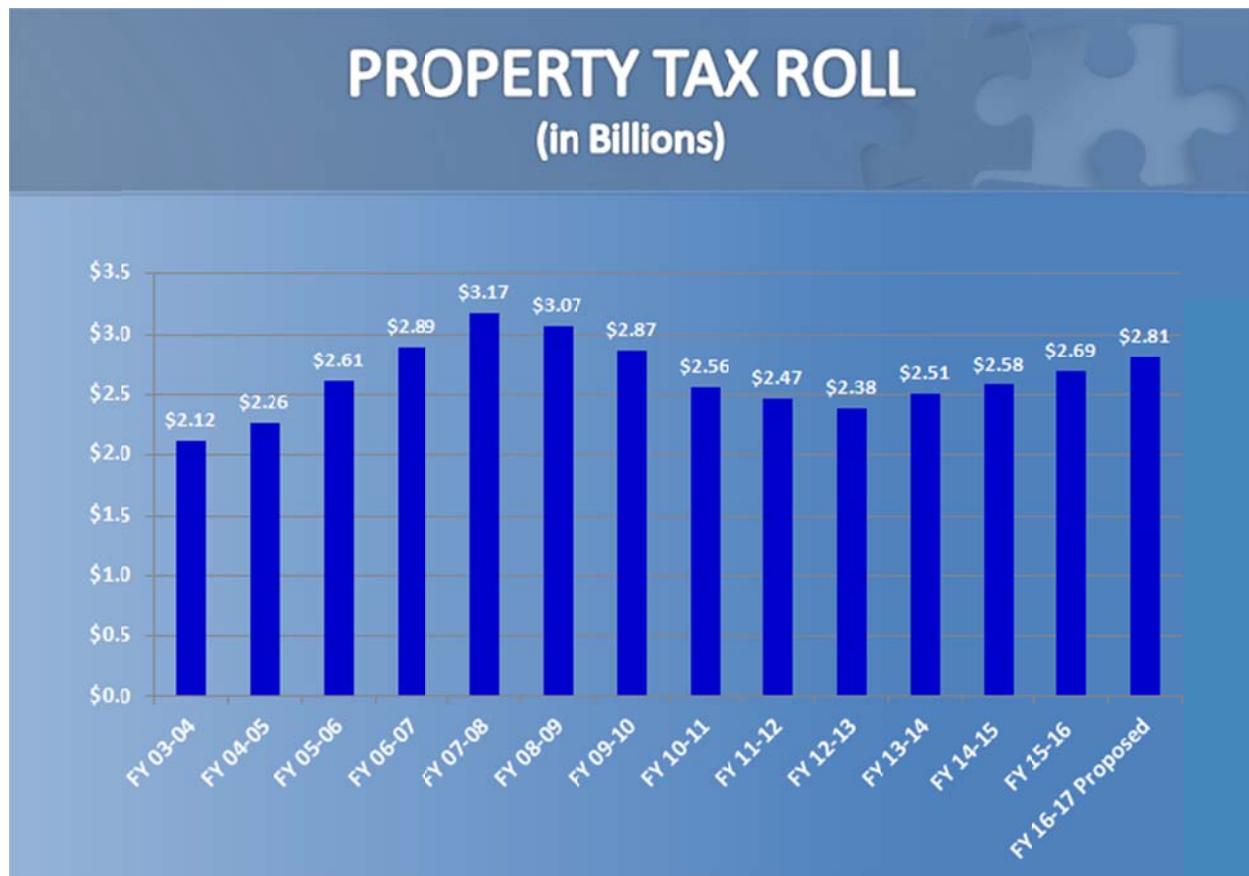
The Budget proved at the onset to be challenging due to increases in contractual services for police, general elections, and grounds, rights-of-way and facility maintenance, and group health insurance cost offset by minimal increases in revenues. This eliminated much of the flexibility we were hoping 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.

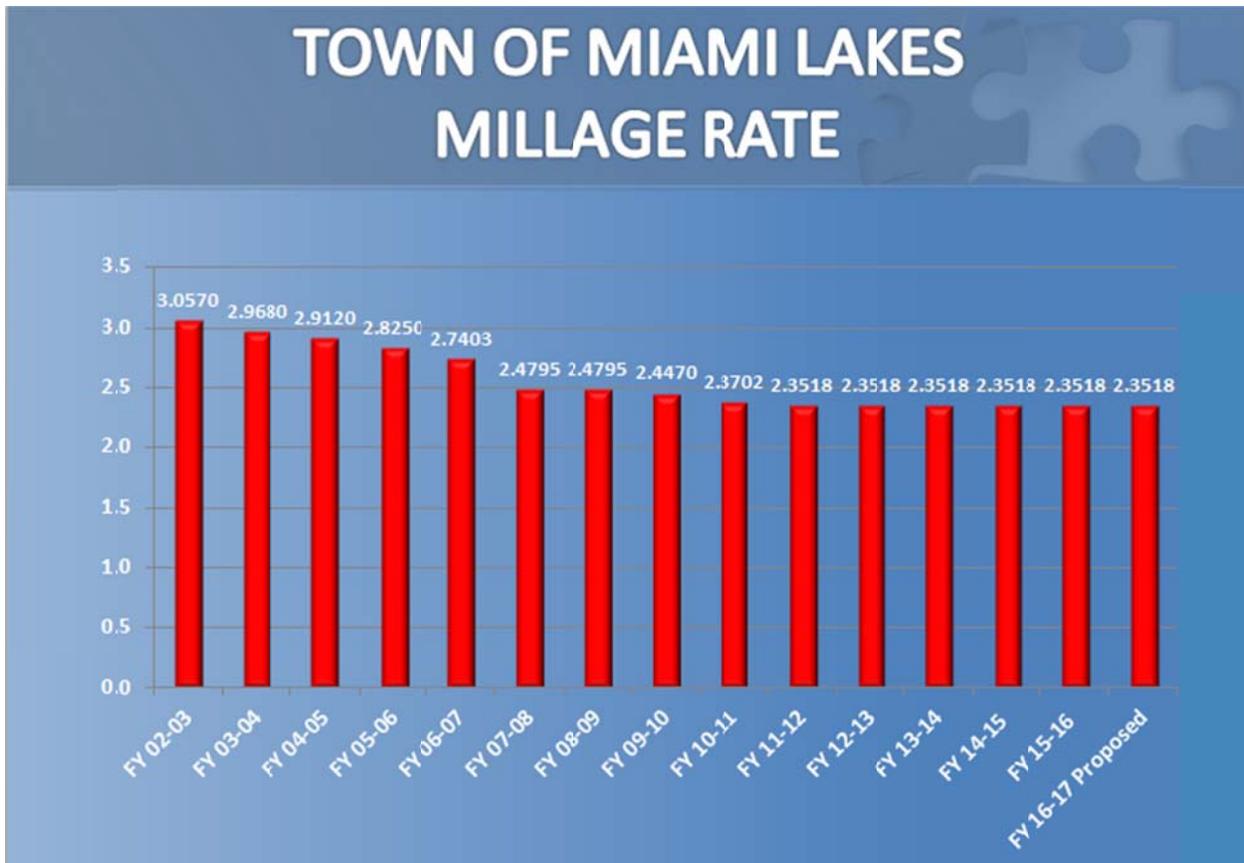
As seen in the graph below, Property Tax Roll value has been steadily on the rise since FY 2012-13, thus reflecting signs of continuous economic recovery and growth.



**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
<b>Revenues</b>						
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)
<b>Sub-total Recurring Revenues</b>	<b>16,261,476</b>	<b>16,094,445</b>	<b>16,554,560</b>	<b>16,591,105</b>	<b>15,720,185</b>	<b>(870,919)</b>
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)
<b>Sub-total Other Revenues</b>	<b>-</b>	<b>15,161</b>	<b>3,332,567</b>	<b>3,333,327</b>	<b>136,416</b>	<b>(3,196,911)</b>
<b>Total Revenues</b>	<b>16,261,476</b>	<b>16,109,606</b>	<b>19,887,127</b>	<b>19,924,432</b>	<b>15,856,601</b>	<b>(4,067,830)</b>
<b>Expenditures</b>						
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)
<b>Sub-total Expenditures</b>	<b>14,797,286</b>	<b>15,815,995</b>	<b>18,162,163</b>	<b>17,594,382</b>	<b>15,502,917</b>	<b>(2,091,465)</b>
Transfers Out	752,364	623,000	1,724,964	1,727,223	353,684	(1,373,540)
<b>Total Expenditures</b>	<b>15,549,650</b>	<b>16,438,995</b>	<b>19,887,127</b>	<b>19,321,605</b>	<b>15,856,601</b>	<b>(3,465,004)</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ 711,826</b>	<b>\$ (329,389)</b>	<b>\$ -</b>	<b>\$ 602,826</b>	<b>\$ -</b>	<b>(602,826)</b>

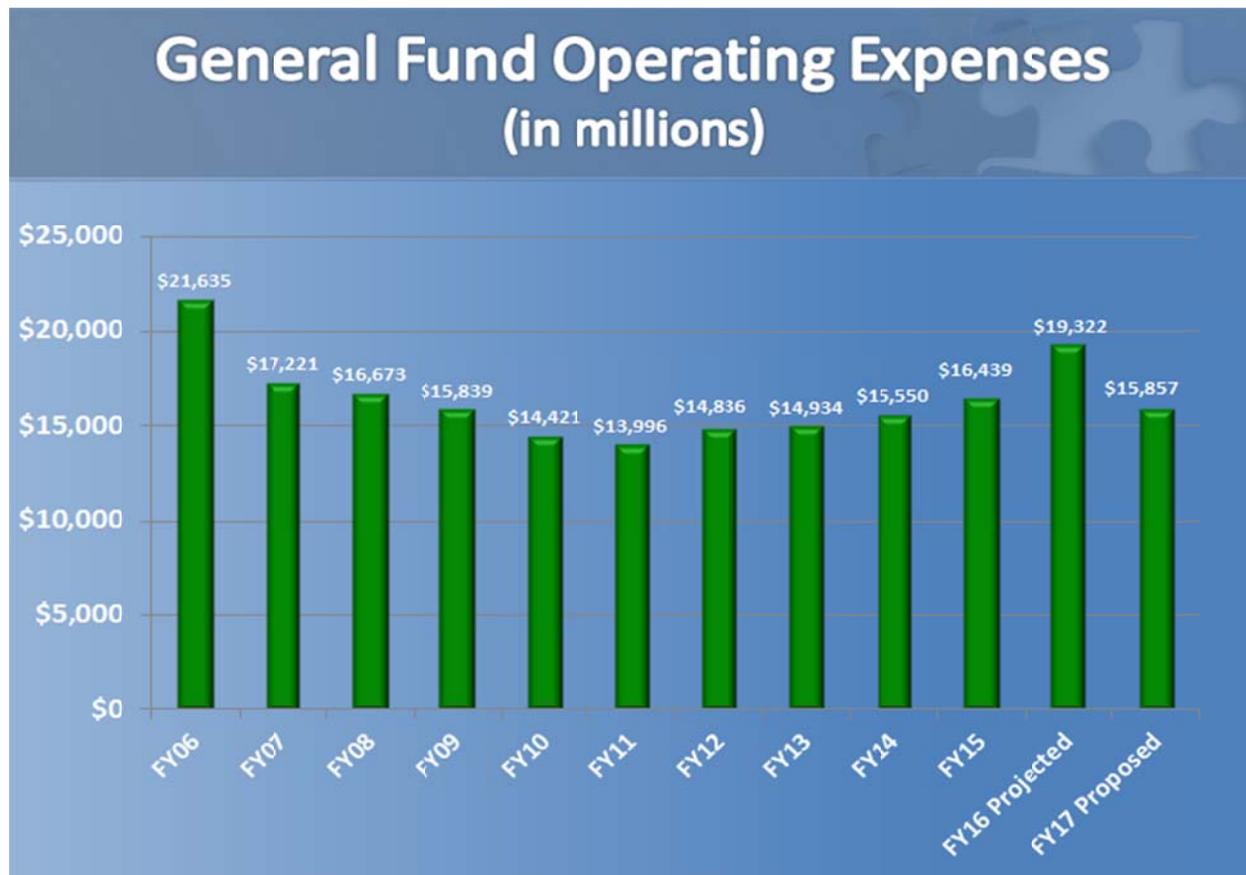
- Property Taxes remain the primary source of funding for all Town services and show an increase of approximately \$339,000 over the prior year projected revenues. Revenues are also derived from franchise fees, utility taxes, State Revenue Sharing, Half-Cent Sales Tax, Communication Services Taxes, business 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 1<sup>st</sup> 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 146<sup>th</sup> Street and NW 159<sup>th</sup> 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 154<sup>th</sup> 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 154<sup>th</sup> Street and NW 77<sup>th</sup> Court (\$130,000), and widening of NW 164<sup>th</sup> Street and NW 87<sup>th</sup> Avenue (\$18,500).

The Mobility Fee is specifically being utilized for the design of the underpass bridge NW 146<sup>th</sup> Street and the Palmetto, and NW 160<sup>th</sup> 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 154<sup>th</sup> 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 59<sup>th</sup> 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 57<sup>th</sup> 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.



**Functional Organizational and  
Staffing Positions by Department  
Charts**

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# TOWN OF MIAMI LAKES

## Positions by Department

	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	Comments
<b>Mayor and Town Council</b>						
<i>Full Time</i>						
Assistant to the Mayor	1	1	1	1	1	
Assistant to the Council/Deputy Town Clerk	1	1	1	1	1	
<b>FT Sub-Total</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	
<b>Town Clerk</b>						
<i>Full Time</i>						
Town Clerk	1	1	1	1	1	
<b>FT Sub-Total</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	
<i>Part Time</i>						
Sound Engineer	1	0	0	0	0	
Deputy Town Clerk	0	0	1	0	0	
<b>PT Sub-Total</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	
<b>Town Administration</b>						
<i>Full Time</i>						
Town Manager	1	1	1	1	1	
Director of Administration	1	0.5	0.5	1	1	
Finance Director	1	1	1	1	1	
Comptroller/Senior Accountant	1	1	1	1	1	
Budget Manager	0	1	1	1	1	
Accountant	1	1	1	1	1	
Secretary/Receptionist	2	2	2	1	1	
Procurement Manager	1	1	1	1	1	Temporarily contracted
Procurement Specialist	0	1	1	1	1	
Assistant to the Town Manager	1	1	1	1	1	
IT Systems Administrator	1	0	0	0	0	
Information Technician	1	0	0	0	0	
Accounting Technician	0	0	0	0	1	Converted two part-time positions to one full-time
Grantswriter	1	1	1	1	1	
<b>FT Sub-Total</b>	<b>12.0</b>	<b>11.5</b>	<b>11.5</b>	<b>11</b>	<b>12</b>	
<i>Part Time</i>						
HR Specialist	1	1	1	1	1	
Senior Accountant	1	1	0	0	0	
Accounting Technician	0	0	0	1	0	Converted to full-time status
<b>PT Sub-Total</b>	<b>2</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>1</b>	
<i>Seasonal</i>						
Interns	2	2	1	1	1	
<b>Seasonal Sub-Total</b>	<b>2</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>1</b>	
<b>Building and Zoning</b>						
<i>Full Time</i>						
Building Official	1	1	1	1	0	Transferred to Building Fund
Chief Building Inspector	1	1	1	1	0	Transferred to Building Fund
Senior Building Inspector	0	0	1	1	0	Transferred to Building Fund
Permit Clerk Supervisor	1	1	1	1	0	Transferred to Building Fund
Permit Clerk	2	3	3	3	0	Transferred to Building Fund
Facilities Maintenance Coordinator	1	1	1	1	0	Transferred to Facilities Maintenance Fund
Records Management - Scanning	1	1	1	1	0	Transferred to Building Fund
<b>FT Sub-Total</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>9</b>	<b>0</b>	

# TOWN OF MIAMI LAKES

## Positions by Department

	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	Comments
<b>Part Time</b>						
Zoning Official	1	1	1	1	1	
Permit Clerk	1	0	1	0	0	
<b>PT Sub-Total</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>1</b>	
<b>Neighborhood Services</b>						
<b>Full Time</b>						
Director of Administration	1	0.5	0.5	0	0	
Code Compliance Manager	1	1	1	1	1	
<b>FT Sub-Total</b>	<b>2</b>	<b>1.5</b>	<b>1.5</b>	<b>1</b>	<b>1</b>	
<b>Planning</b>						
<b>Full Time</b>						
Planning Director	1	1	1	1	1	
Planning Technician	1	1	1	1	1	
<b>FT Sub-Total</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	
<b>Parks - Community Services</b>						
<b>Full Time</b>						
Chief of Operations	0	0	0	0.5	0.5	Partially funded in Public Works
Community & Leisure Services Director	1	1	1	0	0	
Landscape Supervisor	0	0	0	0	0	
Green Space Maintenance Supervisor	1	1	1	1	1	
Arborist/Field Inspector	0	0	0	1	1	
Community & Leisure Services Coordinator	1	1	1	0	0	
Business Operations Supervisor	0	0	0	1	1	
Parks & Athletics Manager	1	1	1	1	1	Title reclassified from Athletics Facilities Supervisor
Leisure Services Specialist/Office Specialist	1	1	1	1	1	
<b>FT Sub-Total</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5.5</b>	<b>5.5</b>	
<b>Part Time</b>						
Leisure Services Specialist	4	2	2	2	1	2 Part-time positions combined (Receptionist & Leisure Services Specialist) to full time Recreation Assistant
<b>PT Sub-Total</b>	<b>4</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>1</b>	
<b>Part Time/Seasonal</b>						
Crossing Guards	0	0	7	7	7	
<b>PT/Seasonal Sub-Total</b>	<b>0</b>	<b>0</b>	<b>7</b>	<b>7</b>	<b>7</b>	
<b>Community Engagement &amp; Outreach - Leisure Services</b>						
Economic Development and Communications Director	0	0	0	1	1	
Leisure Services Manager	1	1	1	1	1	
Community Engagement & Outreach Manager	0	0	0	1	0	Title reclassified from Communications Specialist. Converted to part time
Committee and Special Events Coordinator	1	1	1	1	1	
Leisure Programs Coordinator	1	1	1	1	1	
Recreation Program Specialist	0	0	0	1	1	
Recreation Assistant	0	0	0	0	1	Two part-time positions combined (Receptionist & Leisure Services Specialist) to full time status
<b>FT Sub-Total</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>6</b>	<b>6</b>	
<b>Part Time</b>						
Community Engagement & Outreach Manager	0	0	0	0	1	Converted from full time
<b>PT Sub-Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	

# TOWN OF MIAMI LAKES

## Positions by Department

	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	Comments
<b>Seasonal</b>						
Class Instructors	6	6	6	8	8	Transferred from Community Services
Interns	2	2	1	0	0	Transferred from Community Services
<b>Seasonal Sub-Total</b>	<b>8</b>	<b>8</b>	<b>7</b>	<b>8</b>	<b>8</b>	
<b>Public Works and Capital Improvements</b>						
<b>Full Time</b>						
Chief of Operations	0	0	0	0.5	0.5	Position partially funded in Community Services
Public Works Director	1	1	1	0.5	0.5	Position partially funded in Stormwater
Landscape Supervisor	1	1	0	0	0	
<b>FT Sub-Total</b>	<b>2</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>1</b>	
<b>Part Time</b>						
Public Works Senior Designer	0	1	0	0	0	
<b>PT Sub-Total</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>GENERAL FUND SUMMARY</b>						
<b>Full time</b>	<b>36</b>	<b>36</b>	<b>36</b>	<b>39</b>	<b>31</b>	
<b>Part time</b>	<b>9</b>	<b>6</b>	<b>6</b>	<b>5</b>	<b>4</b>	
<b>Seasonal</b>	<b>8</b>	<b>8</b>	<b>7</b>	<b>8</b>	<b>8</b>	
<b>Part Time/Seasonal</b>	<b>0</b>	<b>0</b>	<b>7</b>	<b>7</b>	<b>7</b>	
<b>SPECIAL REVENUE FUND - PTP/TRANSIT</b>						
<b>Full Time</b>						
Senior Planner	0	0	0	0	1	
Transit Coordinator/Junior Planner	0	0	1	1	1	
<b>FT Sub-Total</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>2</b>	
<b>Part Time</b>						
Transit Coordinator	1	1	0	0	0	
<b>PT Sub-Total</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>BUILDING FUND</b>						
<b>Full Time</b>						
Building Official	0	0	0	0	1	Transferred from General Fund
Chief Building Inspector	0	0	0	0	1	Transferred from General Fund
Senior Building Inspector	0	0	0	0	1	Transferred from General Fund
Permit Clerk Supervisor	0	0	0	0	1	Transferred from General Fund
Permit Clerk	0	0	0	0	3	Transferred from General Fund
Records Management - Scanning	0	0	0	0	1	Transferred from General Fund
<b>FT Sub-Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>8</b>	
Part Time Building Inspectors and Plan Reviewers		based on hours	based on hours	based on hours	based on hours	
<b>STORMWATER UTILITY FUND</b>						
<b>Full Time</b>						
Public Works Director	0	0	0	0.5	0.5	Position partially funded in Public Works
Public Works Manager	1	1	1	0	0	
Stormwater Analyst/Office Specialist	0	0	0	1	1	
Vacuum Truck Driver	1	1	1	1	1	
Vacuum Truck Driver Assistant	1	1	1	1	1	
<b>FT Sub-Total</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3.5</b>	<b>3.5</b>	
<b>FACILITY MAINTENANCE FUND</b>						
<b>Full Time</b>						
Facility Maintenance Coordinator	0	0	0	0	1	Transferred from Building and Zoning
<b>FT Sub-Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	

*Town of Miami Lakes FY 2016-17 Adopted Budget*

***Town of Miami Lakes***

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**Mayor and Town Council**

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

**Appointed Officials**

Alex Rey, Town Manager  
Gina Inguanzo, Town Clerk  
Raul Gastesi, Esq., Town Attorney

**Senior Personnel**

Andrea Agha, Assistant Town Manager  
Ismael Diaz, Finance Director  
Tony Lopez, Chief of Operations  
Elia Nunez, Public Works Director  
Eliezer Palacio, Building Official  
George Perez, Major - Miami-Dade Police Department  
Brandon Schaad, Planning Director  
Nicole Singletary, Community Engagement and Outreach Director

***Mayor - Council - Manager Form of Government***

*Town of Miami Lakes*

**FUNCTIONAL ORGANIZATIONAL CHART**



**TOWN RESIDENTS**

**MAYOR**  
Hon. Michael Pizzi  
**VICE MAYOR**  
Hon. Tim Daubert  
**TOWN COUNCIL**  
Hon. Cesar Mestre  
Hon. Frank Mingo  
Hon. Nelson Rodriguez  
Hon. Manny Cid  
Hon. Tony Lama

**TOWN ATTORNEY**  
Raul Gastesi

**TOWN MANAGER**  
Alex Rey  
General Management  
Financial Oversight  
Capital Improvements

**TOWN CLERK**  
Gina Inguanzo  
Clerk Responsibilities

Mayor and Town Council Support

**OPERATIONS**  
Tony Lopez  
Park Maintenance  
Tree Management  
ROW Maintenance  
**PUBLIC WORKS**  
Elia Nunez  
Public Works  
Storm Water Utility  
Lighting Districts  
School crossing guards  
Small capital projects

**FINANCE**  
Ismael Diaz  
Finance/Accounting  
Financial Reporting  
Investment Program  
Risk Management  
Bond Program

**COMMUNITY ENGAGEMENT AND OUTREACH**  
Nicole Singletary  
Economic Development  
PIO  
Special Events  
Town Committees  
Marketing and Branding  
Social Media  
Leisure Services

**PLANNING**  
Brandon Schaad  
General Planning  
LDC  
Variances  
Site Plan Reviews  
Transit  
Traffic  
Transportation  
Code Compliance

**BUILDING**  
Eliezer Palacio  
Building Permits & Inspections  
Zoning  
Real Estate and Property Management  
Business Tax

**POLICE**  
George Perez  
MDPD  
Local Patrol  
Community Policing  
General Investigation

**ADMINISTRATION**  
Andrea Agha  
Budget  
Human Resources  
Information Technology  
Procurement  
Grants



## **General Fund**

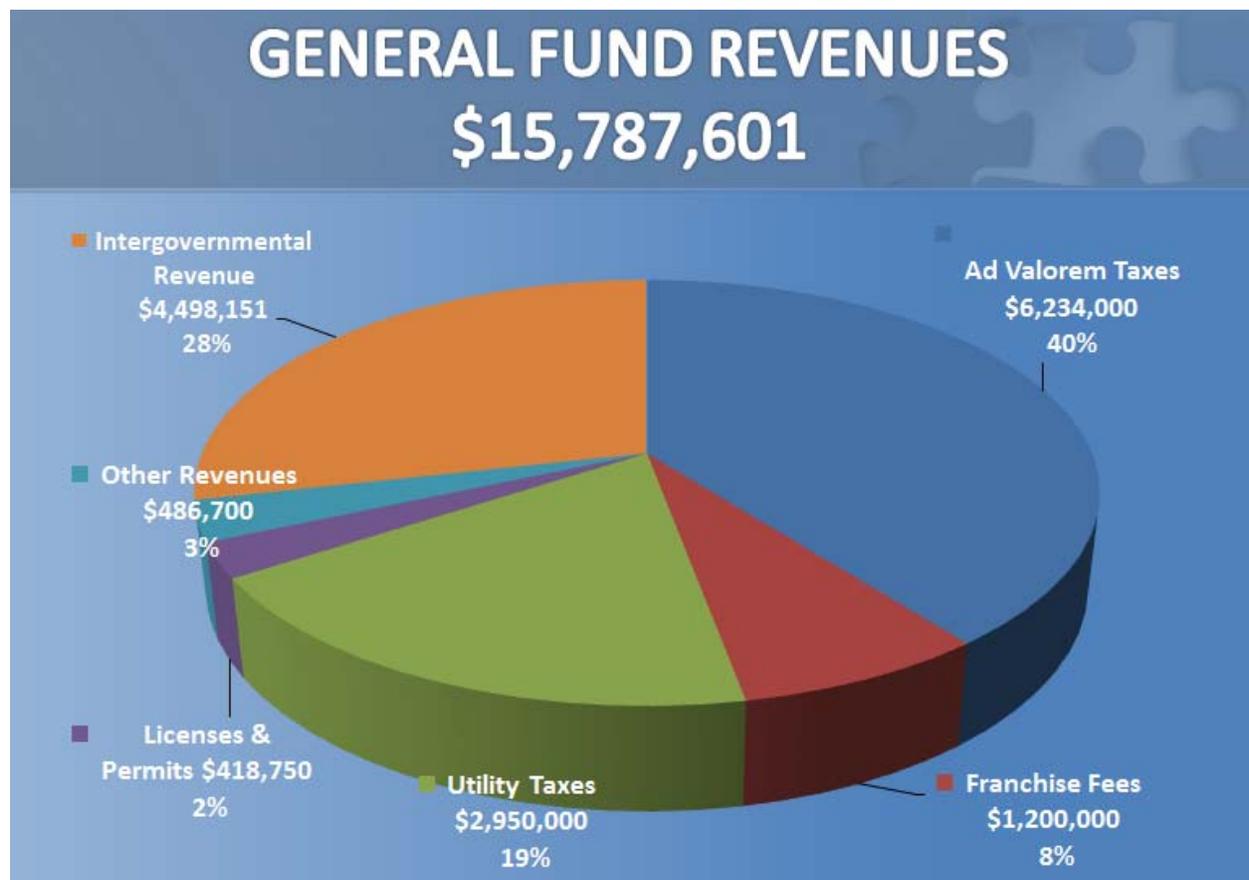
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# Town of Miami Lakes FY 2016-17 Adopted Budget

## General Fund Revenue Detail

The Adopted General Fund Operating Budget for Fiscal Year 2016-17 is \$15,787,601, a \$4,099,526 or 21% decrease from the FY 2015-16 Amended Budget. This decrease is primarily due to a one-time payment from the Dunnwoody Lake developers for reimbursement of 154<sup>th</sup> Street roadway expansion project, carryforward amounts for one time expenditures, and the separation of all building permit activity from the General Fund.

As depicted in the graph below, the largest revenue source for the Town comes from Ad Valorem Taxes, followed by Intergovernmental Revenues, Utility Services Taxes, Franchise Fees, Other miscellaneous revenues which include Fines and Forfeitures, and Licenses and Permits.



# Town of Miami Lakes FY 2016-17 Adopted Budget

## Ad Valorem Taxes

Chapter 166 of Florida Statutes authorizes ad valorem or property taxes. The Florida Constitution limits local governments to a maximum levy of 10 mills of ad valorem taxation. The amount of revenue is based on the tax rate multiplied by the assessed value of the Town which is provided by the County Property Appraiser.

The amount is then budgeted at 95% of the gross value to allow for prompt payment discounts and other adjustments in accordance with Florida Statutes. As illustrated in the Town's Fiscal Year 2015 Comprehensive Annual Financial Report shown below, the Town historically collects between 92% and 95% of Ad Valorem taxes levied. Tax payers who pay prior to February of 2017 may receive up to a 4% discount. Therefore, the Town's 95% budgeted amount potentially overestimates the expected Ad Valorem revenue; however, per Florida Statute, the Town is required to budget no less than 95%.

Town of Miami Lakes, Florida Revenue Capacity Property Tax Levies and Collections (unaudited) Last Ten Fiscal Years (in thousands)							
Fiscal Year ended September 30, (1)	Taxes Levied for the Fiscal Year	Collected within the Fiscal Year of the Levy		Collections in Subsequent Years	Total Collections To Date		
		Net Amount Levied	Percentage of Levy		Amount	Percentage of Levy	
2006	7,589	7,029	92.62%	36	7,065	93.10%	
2007	8,268	7,609	92.02%	97	7,706	93.20%	
2008	7,840	7,348	93.72%	80	7,428	94.74%	
2009	7,840	7,384	94.19%	50	7,434	94.82%	
2010	6,771	6,414	94.73%	56	6,470	95.55%	
2011	6,060	5,757	95.00%	51	5,808	95.84%	
2012 (2)	5,807	5,258	90.55%	n/a	n/a	n/a	
2013	5,517	4,785	86.73%	473	5,258	95.31%	
2014	5,904	5,525	93.58%	n/a	n/a	n/a	
2015	6,056	5,700	94.12%	85	5,785	95.52%	

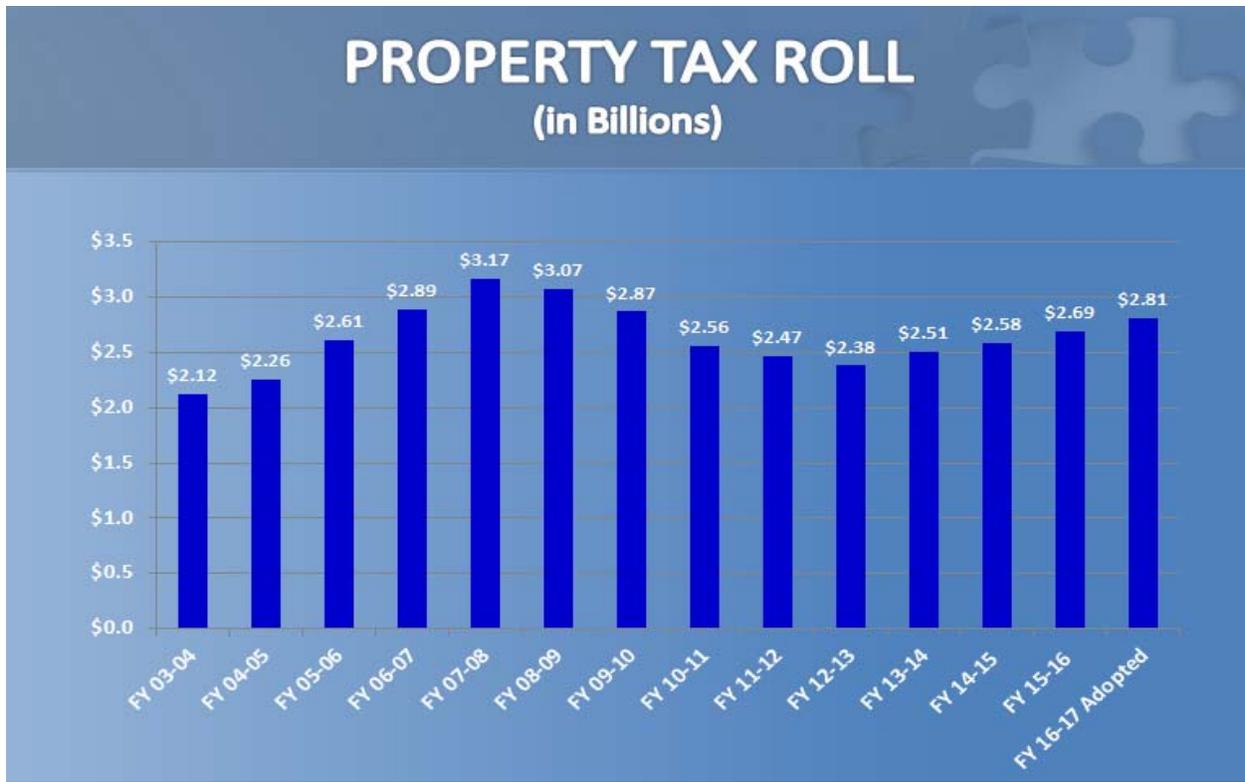
source: Miami-Dade County Property Tax Collector

Note (1) Detailed information for delinquent payments by year not available before fiscal year 2007

Note (2) Taxes levied in FY 2012 is an estimate based on the 2011 First Certified 2011 Tax Roll made on October 2011, before any significant changes by the Value Adjustment Board had actually been processed.

The tax roll for Town of Miami Lakes as certified by the 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, additions, deletions and rehabilitative improvements. As compared to the certified taxable value for the previous year of \$2,691,096,427, this amount reflects an increase in gross taxable value of \$118,505,805 or 4.4% for the current year.

## Town of Miami Lakes FY 2016-17 Adopted Budget



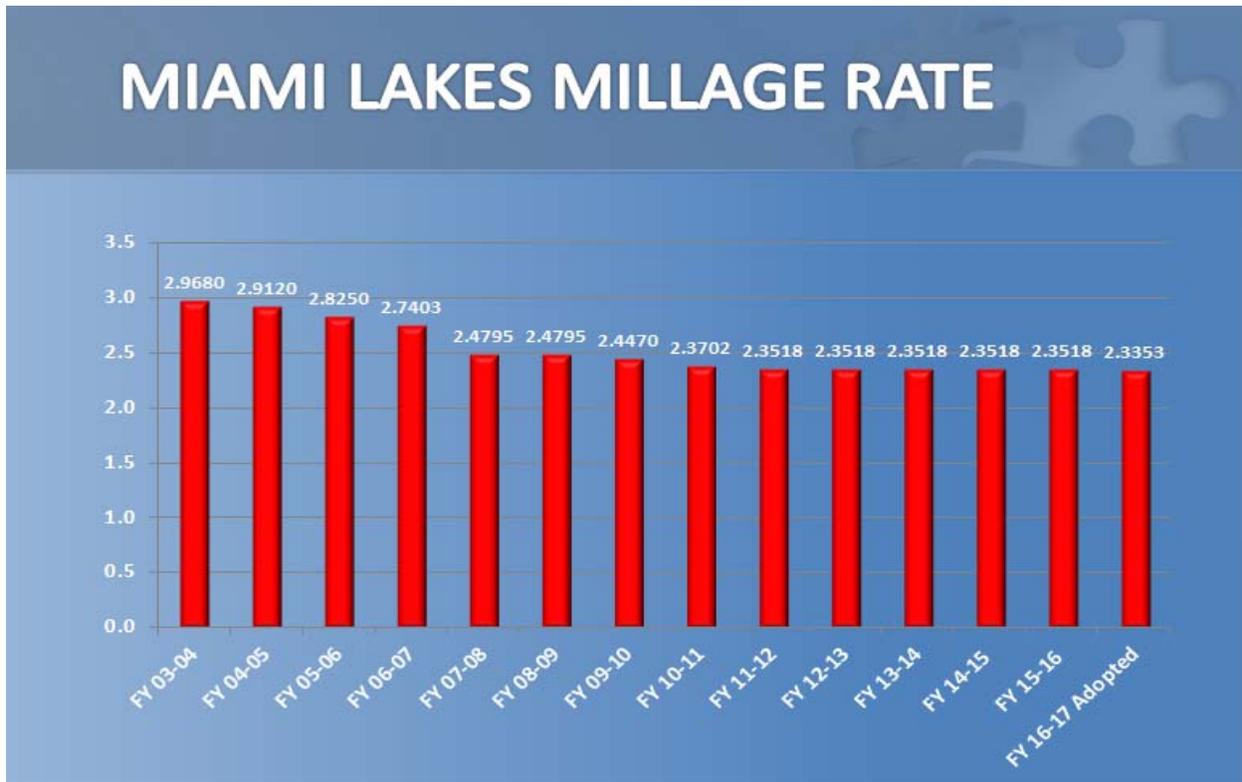
As seen in the table above, property tax roll value has been steadily on the rise since FY 2012-13, thus reflecting signs of continuous economic recovery and growth.

### **Millage Rate**

The adopted millage rate for FY 2016-17 is 2.3353 mills, which is \$2.3353 per \$1,000 of assessed property value. This rate was approved by Town Council at the 2<sup>nd</sup> Budget Hearing on September 20, 2016, and is .0165 mills lower than the proposed and prior year millage rate of 2.3518. The FY 2016-17 adopted millage rate for the Town of Miami Lakes is one of the lowest millage rate in Miami-Dade County as compared to the other 2016 municipal rates. This rate will generate approximately \$6,234,000 of ad valorem revenue budgeted at 95% collection rate.

The adopted millage rate is 5.22% higher than the rolled-back rate of 2.2194. The rolled back rate is defined by Truth in Millage (TRIM) as the rate that generates the same tax revenue as the current year, less new construction, additions, deletions and rehabilitative improvements. The rolled back rate of 2.2194 would generate \$398,150 less in ad valorem revenue than the adopted millage rate of 2.3353.

# Town of Miami Lakes FY 2016-17 Adopted Budget



## Franchise Fees

Franchise Fees are established by franchise agreements between a municipality and private service providers. Franchise Fees are negotiated with the utility company for the

use of municipal right-of-ways.

### Franchise Fee - Electricity

Miami-Dade County currently has an agreement with Florida Power & Light (FPL) covering the boundaries of Miami Lakes. Through an inter-local agreement with the County, the Town of Miami Lakes receives 100% of the revenues generated within the Town minus its proportional share of the taxes paid by FPL for power generating facilities. The payment is received once a year in August. In FY 2013-14, a new reactor in Turkey Point was added to the tax roll requiring FPL to pay additional taxes, and thereby reducing the franchise fee payment. As a result, revenues decreased by approximately \$400,000 or 26%. FY 2016-17 Franchise Fee is budgeted at \$1,200,000. The County may terminate their franchise agreement with FPL prior to the expiration of the agreement in 2020. The Town of Miami Lakes is currently negotiating its own FPL Franchise Agreement which will become effective when the current agreement expires, or when the County terminates, whichever occurs first.

# Town of Miami Lakes FY 2016-17 Adopted Budget

The chart below illustrates revenue collections for FPL Franchise Fees.



## Utility Services Taxes

Section 166.231(A) of the Florida Statutes provides that a municipality may levy a tax, not to exceed 10 percent, on the purchase of electricity, water and natural gas services.

The current year combined Utility Services Tax is \$2,950,000.

### Utility Service Tax – Electricity

The Town collects utility tax for the use of electricity. Revenues are derived from a 10% tax levied on each customer's electric bill charged by Florida Power & Light (FPL) within the boundaries of the Town. A portion of the revenue is pledged against the Series 2010 Special Obligation Bond which matures in 2040. The bond covenant requires that the electric utility tax revenue is first utilized to make the debt service payments. The FY 2016-17 estimated net revenue is \$2,480,000 which is approximately the same level as the prior year's projection.

### Utility Service Tax - Water

The Town charges a 10% utility tax on water consumption on each customer's water bill that receives service within the boundaries of the Town. Miami Dade County bills, collects, and remits the revenue to the Town of Miami Lakes. Revenues increase as

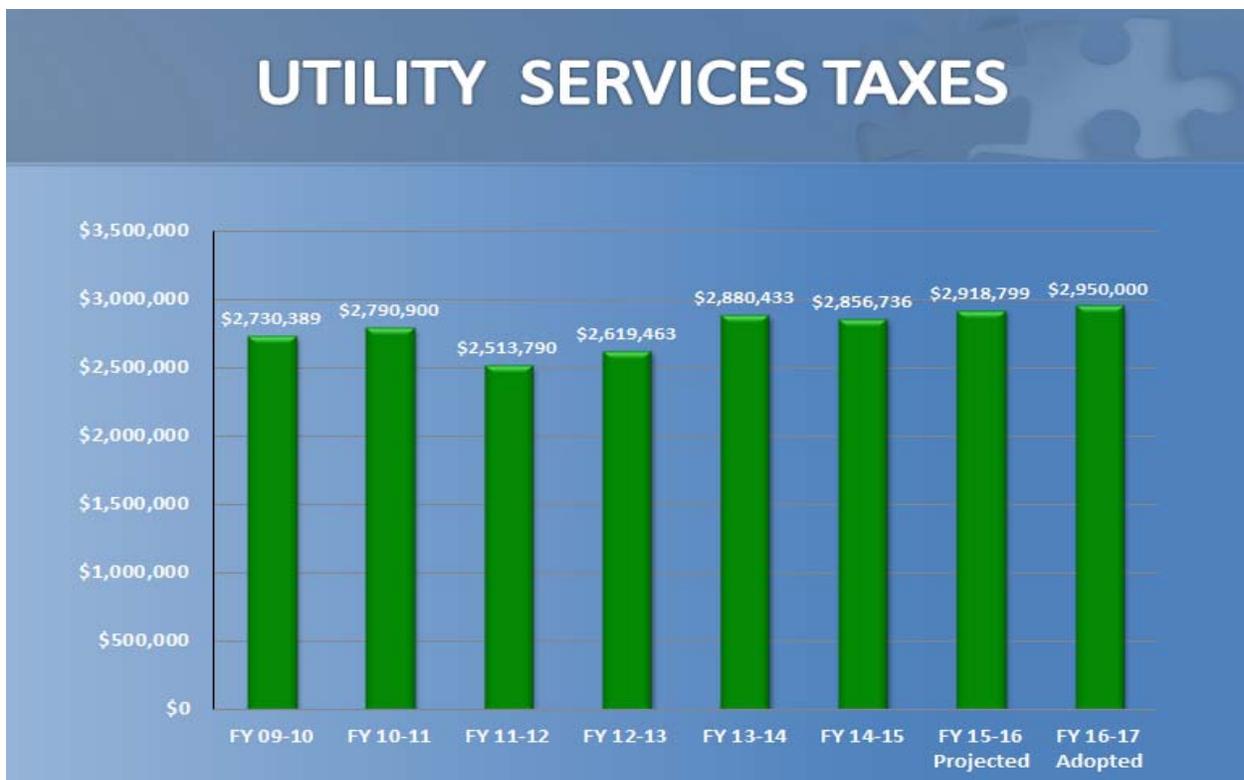
## Town of Miami Lakes FY 2016-17 Adopted Budget

water rates and consumption increases. FY 2016-17 revenue is estimated at \$400,000 or a 5% increase over the prior year's projection.

### Utility Service Tax - Gas

The Gas Utility Tax is also derived from a 10% tax levied on each customer's gas bill that receives metered or bottled gas service within the boundaries of the Town and is expected to generate \$70,000 in revenues for FY 2016-17, approximately the same level as the prior year's projection.

The chart below illustrates the total revenue collections for the three sources of Utility Services Tax.



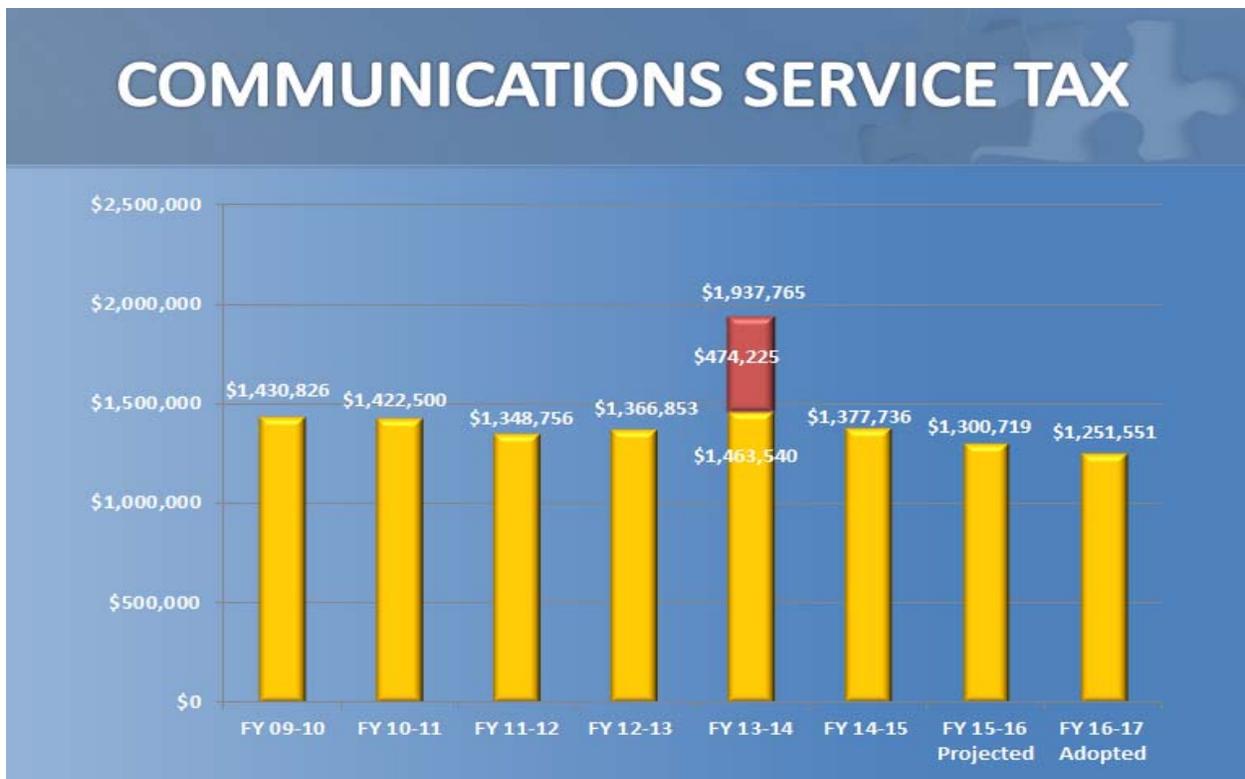
### **Communication Service Tax**

Communications Services Tax (CST) became effective on October 1, 2001 and applies to the transmission of voice, data, audio, video or other information services, including cable services. The tax is imposed on retail sales of communications services which originate or terminate in Florida and which are billed to an address within the Town's boundaries. Chapter 202, Florida Statutes (2001) permits each jurisdiction to adopt its local communications service tax rate, and in accordance with this authority, the Town of Miami Lakes communication services tax rate is 5.22%. CST is collected and distributed by the State of Florida.

## *Town of Miami Lakes FY 2016-17 Adopted Budget*

Communication Services Tax accounts for approximately 8% of General Fund revenues. Despite an audit which recovered approximately \$475,000 in FY 2014, this revenue source has continued to experience a decrease since its peak in FY 2009. This is due to competition in the wireless market, decreased demand for residential telephone and cable, and changes by the State legislature. For FY 2016-17 the Town anticipates \$1,251,551 in revenues which is 4% less than the prior year's projections.

Subsequent to the July 11, 2016 Budget Workshop, the State posted estimated Communication Services Tax revenues for Miami Lakes to be approximately \$100,000 less than the Town's Adopted Budget assumes. The reduction is attributed to a refund claim from ATT Mobility for internet access charges; most jurisdictions will be affected by this expected reduction in revenue. The formal, written notification 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 FY17 Adopted Budget.

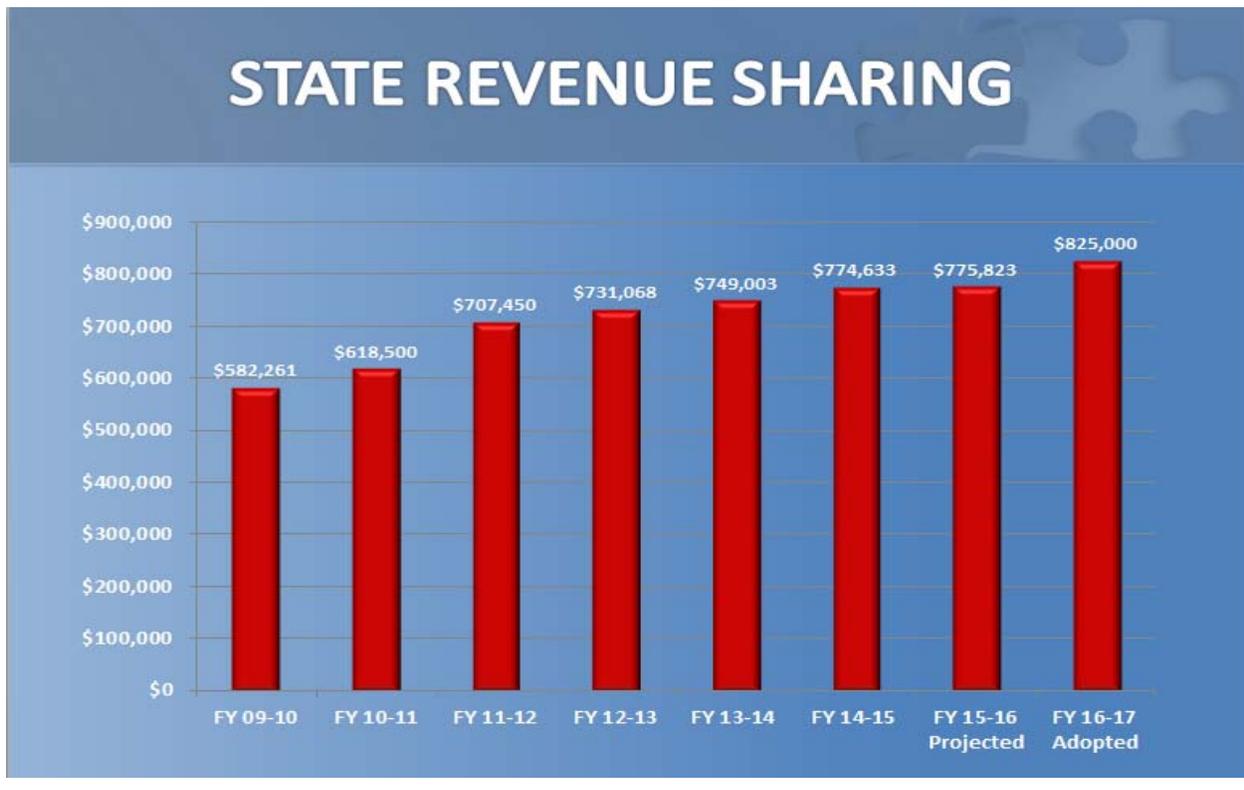


### *State Sharing Revenue*

The State Revenue Sharing program was created by the State Legislature to ensure a minimum level of revenue parity across units of local government. It includes a percentage of sales tax and the Special Fuel and Motor Fuel Use Tax. The Town anticipates receiving \$825,000 in FY 2016-17 based on

## Town of Miami Lakes FY 2016-17 Adopted Budget

the Florida Department of Revenue estimate, representing an increase of \$49,000 or 6% from the prior year's projection.



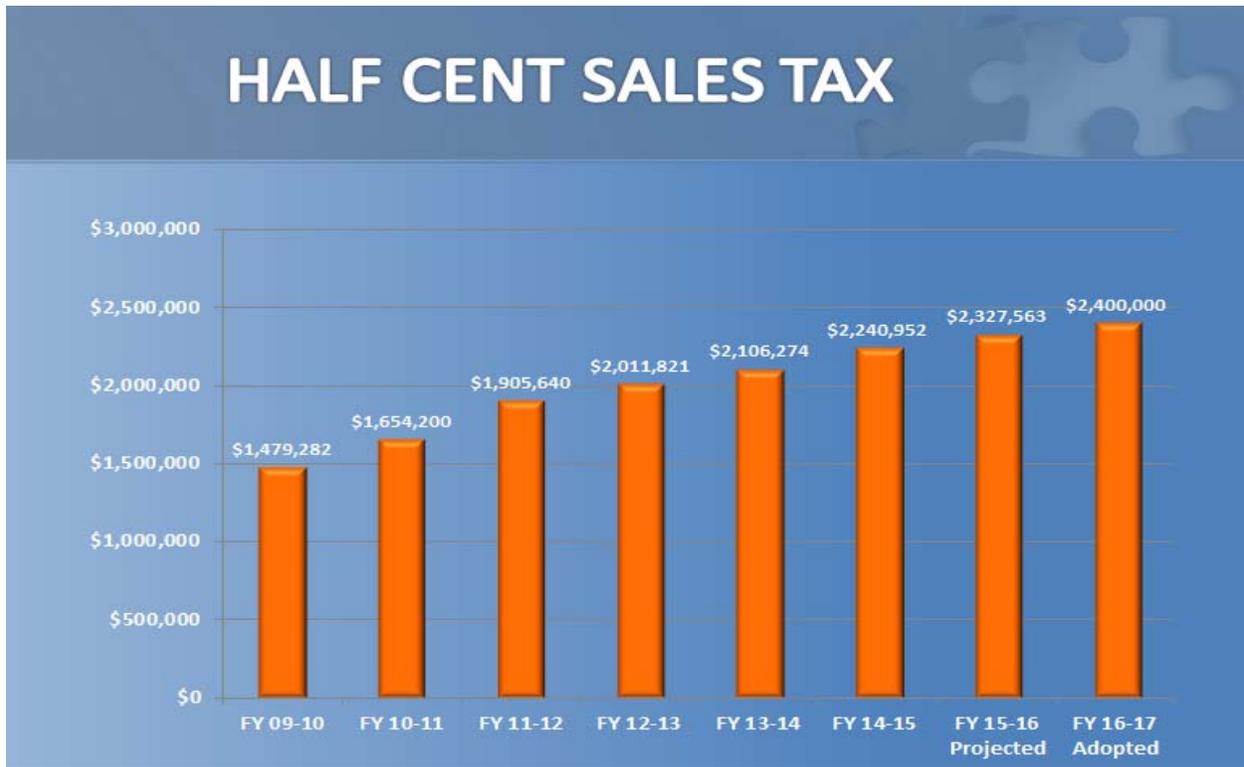
### Alcoholic Beverage Tax

The Alcoholic Beverage Tax represents a portion of the annual state license tax levied on manufacturers, distributors, vendors, brokers, sales agents, and importers of alcoholic beverages and collected within a municipality in Florida. The taxes imposed under FS 561.14(6), 563.02, 564.02, 565.02(1), (4), and (5), and 565.03, are subject to having a portion redistributed to eligible municipalities. The Town anticipates receiving approximately \$18,000 in FY 2016-17.

### Half-Cent Sales Tax

Authorized in 1982 under Sections 202.18(2), 212.20(6), and 218.60-.67 of the Florida Statutes, the Local Government Half-Cent Sales Tax generates the largest amount of revenue for local governments among the state-shared revenue sources currently authorized by the Legislature. The program's primary purpose is to provide relief from ad valorem and utility taxes in addition to providing municipalities with revenues for local programs. Based on the Florida Department of Revenue estimates, FY 2016-17 Adopted Budget is \$2,400,000, a 3% increase over the prior year's projections.

# Town of Miami Lakes FY 2016-17 Adopted Budget



### ***Business Tax Receipt***

A Business Tax Receipt (BTR) is required for any business performing services or selling goods, advertising goods for sale, or advertising the performance of services for a fee within Town boundaries. It is expected that Business Tax Receipts will generate \$147,000 in revenues FY 2016-17. This amount includes a share of the County's Business Tax Receipts. Revenues generated from BTRs are reinvested in the business community through the Economic Development Committee, marketing initiatives and promotional support including the Town's business app, Miami Lakes Marketplace.

### ***Zoning Permits and Fees***

The estimated revenue for FY 2016-17 includes zoning fees, hearings, site plan review fees, zoning verification letters and fine violations (\$171,750). The fee structure for zoning permits is designed to off-set the cost of providing these zoning services.

### ***Public Works Permit***

The Town recently began more assertive enforcement of utility companies obtaining public works permits when conducting work

## *Town of Miami Lakes FY 2016-17 Adopted Budget*

in the Town's right of way. The Town estimates collecting \$35,000 in revenues in FY2017.

### *False Alarm Fees*

Per Ordinance 14-179, the Town of Miami Lakes False Alarm Reduction Program (FARP) requires registration of burglar alarm systems for a one-time fee of \$10. There is no annual renewal fee, however alarm users must update their contact information when relocating or moving, and when changing alarm service providers. Fines are imposed for false alarm incidents to offset the cost of deployed Police resources. The false alarm fine for unregistered alarms is \$50 on the first instance. A tiered fine schedule is imposed on the third and subsequent false alarm instances for registered alarm users. Revenues are anticipated at \$65,000 which accounts for the cost of administering the program for FY 2016-17.

With the implementation of the false alarm program, over the past two years the Town has experienced a reduction in Police calls for service for false alarms.

### *Code Violation Fines*

The Code Violation Fines are for violations of the zoning code. Revenues are budgeted at \$75,000, a decrease of 30% as compared to FY 2016 projections. The reduction in code violation fines is due to the termination of the Lien Amnesty Program at the end of the first quarter of FY 2016. This Program was implemented in FY 2015 and provided for an amnesty period where liens for violations that have been cured were settled at reduced rates. The program had great results, and almost 30% of existing liens were eliminated and properties brought in to compliance. As a result, we expect a much lower collection rate for next year, hence the decrease in fines.

### *Police – Traffic*

The Traffic Fines/Forfeitures revenue is a statutory share of traffic and parking collections. The Town receives a share for Traffic fines, Parking fines, Misdemeanor fines and Law Enforcement Training Fund (L.E.T.F.). Revenues for FY 2016-17 are budgeted at \$63,500.

### *School Crossing Guards*

The Town is entitled to receive a special parking ticket surcharge earmarked to support the cost of the school crossing guard program. Revenues are estimated at \$35,000 in FY 2016-17.

## *Town of Miami Lakes FY 2016-17 Adopted Budget*

### *Lien Inquiry Letters*

Lien letters are requested by title insurance companies or individuals to verify that there are no open or expired permits, open violations or liens on a property. The service is typically requested at time of purchase or refinance of a property. Revenues are estimated at \$36,000 for FY 2016-17.

### *Park Rental Fees & Revenue Sharing Program*

The Town anticipates a 30% increase in facility rental revenue and program revenue sharing due to the newly constructed Youth Center at Park East being fully operational. Construction of the Clubhouse at Miami Lakes Optimist Park is expected to be completed in FY 2017 at which point the Town will begin to realize program revenue generated from this facility. Revenues are budgeted at \$100,000.

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

ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 ADOPTED BUDGET	Comments
<b><u>Ad Valorem Taxes</u></b>					
Current Ad Valorem Taxes	\$ 5,316,371	\$ 6,013,000	\$ 5,558,034	\$ 6,234,000	Based on tax roll of \$2.810 billion at the current tax rate of 2.3353 @95%
Current Ad Valorem Taxes - Pers. Prop.	381,413	-	361,816	-	Included in estimate above
Delinquent Ad Valorem Taxes	87,067	-	18,920	-	
<b>Sub-total: Taxes</b>	<b>\$ 5,784,851</b>	<b>\$ 6,013,000</b>	<b>\$ 5,938,769</b>	<b>\$ 6,234,000</b>	
<b><u>Franchise Fees</u></b>					
Franchise Fees - Electricity	\$ 1,160,066	\$ 1,250,000	\$ 1,179,362	\$ 1,200,000	Based on FY 16 Projected Revenues
<b>Sub-total: Franchise Fees</b>	<b>\$ 1,160,066</b>	<b>\$ 1,250,000</b>	<b>\$ 1,179,362</b>	<b>\$ 1,200,000</b>	
<b><u>Utility Service Tax</u></b>					
Utility Service Tax - Electricity	\$ 2,428,555	\$ 2,375,000	\$ 2,468,101	\$ 2,480,000	Net of Debt Service Payment of \$370,000
Utility Service Tax - Water	376,328	360,000	381,247	400,000	Based on prior year's trends
Utility Service Tax - Gas	51,853	45,000	69,450	70,000	Based on prior year's trends
<b>Sub-total: Utility Services Tax</b>	<b>\$ 2,856,736</b>	<b>\$ 2,780,000</b>	<b>\$ 2,918,799</b>	<b>\$ 2,950,000</b>	
<b><u>Intergovernmental Revenues</u></b>					
Communications Service Tax	\$ 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	774,633	851,642	775,823	825,000	Pending state revenue estimates
Alcoholic Beverage License	13,101	12,500	18,804	18,000	Based on prior year's trends
Grants - Byrne Grant	-	7,909	7,909	3,600	Pending grant agreement with County
Grants - VARIOUS	9,216	40,500	40,500	-	FY16 MDC Grant for Senior Classes (\$28,000) and Neat Streets (\$12,500)
Half-cent Sales Tax	2,240,592	2,318,550	2,327,563	2,400,000	Based on state revenue estimates
<b>Sub-total: Intergovernmental</b>	<b>\$ 4,415,277</b>	<b>\$ 4,606,101</b>	<b>\$ 4,471,318</b>	<b>\$ 4,498,151</b>	

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

ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 ADOPTED BUDGET	Comments
<b>Permits &amp; Fees</b>					
Building Permits - Technology Fee	\$ 97,547	\$ 85,000	\$ 138,658	\$ -	Moved to Building Fund
Building Permits - Lost Plans	7,916	5,500	8,000	-	Moved to Building Fund
Building Permits	772,659	1,000,000	1,000,000	-	Moved to Building Fund
Building Permits - Violation Fee	39,457	65,000	60,000	-	Moved to Building Fund
<b><u>Building Department Revenues:</u></b>	<b>917,580</b>	<b>1,155,500</b>	<b>1,206,658</b>	<b>-</b>	
Local Business Licenses: TOML	119,153	110,000	106,187	110,000	Based on prior year's trends
Local Business Licenses: County	33,472	20,000	36,881	37,000	Based on prior year's trends
Alarm Registration Fee	3,485	-	-	-	Renewal was eliminated
False Alarm Fees	63,445	60,000	82,748	65,000	Based on prior year's trends
Zoning Hearings	15,900	11,000	18,050	16,000	Based on prior year's trends
Administrative Site Plan Review	700	1,700	1,375	1,500	Based on prior year's trends
Zoning Letters	1,900	4,500	3,875	3,000	Based on prior year's trends
Zoning Fees	111,351	56,000	76,458	134,750	Expected increase in activity due to Development
Staff Costs	6,503	1,500	1,783	1,500	Based on prior year's trends
Fine Violation Interest	13,359	6,000	16,723	15,000	Based on prior year's trends
Administrative Variances	25	-	350	-	Based on prior year's trends
<b><u>Planning Department Revenues:</u></b>	<b>369,293</b>	<b>270,700</b>	<b>344,431</b>	<b>383,750</b>	
Public Works Permits	25,148	25,000	32,268	35,000	Based on prior year's trends
<b>Sub-total: Permits &amp; Fees</b>	<b>\$ 1,312,020</b>	<b>\$ 1,451,200</b>	<b>\$ 1,583,357</b>	<b>\$ 418,750</b>	

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

ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 ADOPTED BUDGET	Comments
<b>Fines &amp; Forfeitures</b>					
Police Traffic Fines	35,499	60,000	38,163	40,000	Based on prior year's trends
Police - L.E.T.F.	-	4,800	3,684	3,500	Based on prior year's trends
Public School Crossing Guards	35,938	32,000	35,391	35,000	Based on prior year's trends
Code Violation Fines	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	19,770	20,000	16,365	20,000	Based on prior year's trends
<b>Sub-total: Fines &amp; Forfeitures</b>	<b>\$ 312,465</b>	<b>\$ 203,709</b>	<b>\$ 268,002</b>	<b>\$ 173,500</b>	
<b>Miscellaneous Revenues</b>					
Interest Income	\$ 34,453	\$ 50,000	\$ 55,236	\$ 35,000	Interest earnings allocated by fund type, expected total \$100,000
Other Charges & Fees - Clerk's	3,243	2,000	2,719	2,000	Based on prior year's trends
Lobbyist Registration	875	2,000	2,875	2,000	Based on prior year's trends
Park - Services & Rental Fees	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	38,020	36,000	26,900	36,000	Reduction due to termination of Lien Amnesty Program at the end of FY16 first quarter.
FDOT - Landscape Maintenance	5,784	6,000	5,784	5,784	Pursuant to State agreement
Contributions and Donations	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	56,925	-	862	-	FY2015 insurance reimbursement
Miscellaneous Revenues - Other	4,397	12,000	10,285	5,000	Based on prior year's trends
<b>Sub-total: Miscellaneous Revenues</b>	<b>\$ 253,029</b>	<b>\$ 2,078,777</b>	<b>\$ 2,060,485</b>	<b>\$ 201,784</b>	

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

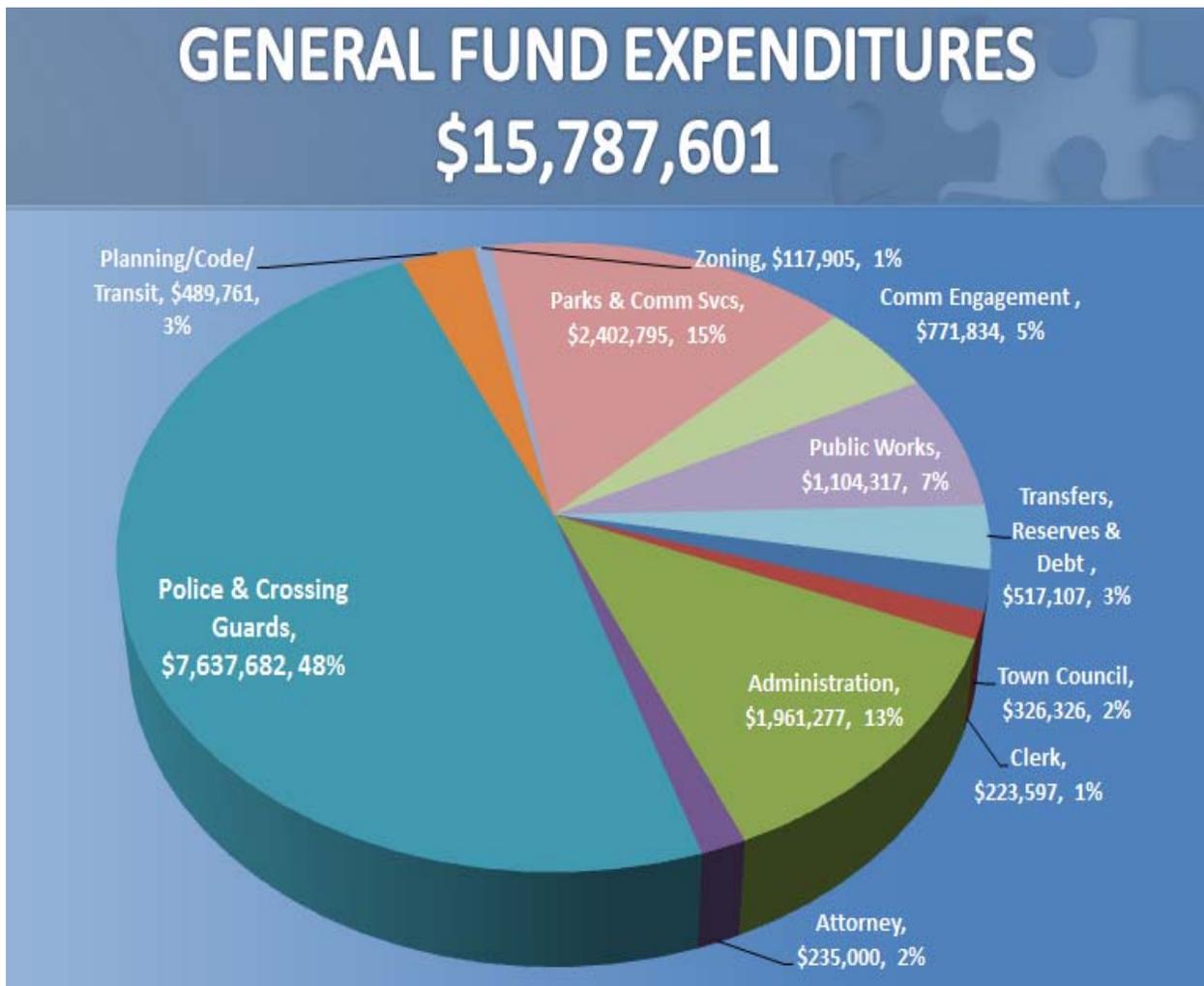
ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 ADOPTED BUDGET	Comments
<b>Interfund &amp; Equity Transfers</b>					
Interfund transfer from Road 13 to Debt	\$ 15,161	\$ -	\$ -	\$ -	
Prior Year Carry Over Funds	-	1,204,340	1,204,340	-	FY16 includes 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	-	-		-	
Interfund transfers from Capital Projects	-	-		111,416	Reversal of carryforward funding for generator and enclosure back to the General Fund.
Appropriation from RESERVED Fund Balance	-	300,000	300,000	-	Litigation reserves
<b>Sub-total: Contributions</b>	<b>\$ 15,161</b>	<b>\$ 1,504,340</b>	<b>\$ 1,504,340</b>	<b>\$ 111,416</b>	
<b>Total Income: General Fund</b>	<b>\$ 16,109,606</b>	<b>\$ 19,887,127</b>	<b>\$ 19,924,432</b>	<b>\$ 15,787,601</b>	

# Town of Miami Lakes FY 2016-17 Adopted Budget

## General Fund Expenditure Detail

### General

The FY 2016-17 Adopted Operating General Fund Budget totals \$15,787,601. This represents a net decrease of \$584,600 or 3.6% from the FY 2015-16 Adopted Budget, and a \$4,099,516 or 21% decrease from the FY 2015-16 Amended Budget. This decrease is primarily due to a one-time payment from the Dunnwoody Lake developers for reimbursement of 154th Street roadway expansion project, carryforward amounts for one time expenditures, and the separation of all building permit activity from the General Fund.



## *Town of Miami Lakes FY 2016-17 Adopted Budget*

### *Mayor and Town Council*

The FY 2016-17 Adopted Budget for the Town Council is \$326,326, which represents a net decrease of \$8,671 or 2.6% from FY 2015-16 year end projection. This is as a result of increases in health insurance and FRS contribution offset by the elimination of all travel (\$10,500), education and training (\$7,800), and memberships to the following organizations: US Conference of Mayors (\$3,500), Florida League of Mayors (\$700), Miami Dade County League of Cities Gala (\$2,000) and a reduction to the Miami Dade County monthly meetings (\$600). Other recurring expenses are essentially at the same level as prior years. The Budget does assume a CPI adjustment of 1.6% for Councilmember's stipends. As in the past years, the State of the Town Address is assumed to be funded by private donations based on the direction of the Town Council and as such budgeted at \$6,000 with offsetting revenues.

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### *Office of the Town Clerk*

The FY 2016-17 Adopted Budget for the Office of the Town Clerk is \$223,597, which represents a net increase of \$9,997 or 4.7% from the FY 2015-16 year end projection. This budget includes the cost for General Elections for 4 seats (mayoral, seats 1, 3 and 5 at \$15,000) to be held in November 2017, a Run-Off Election (\$45,000), if needed and a reduction in outside consulting services (\$15,000). Other recurring expenses are essentially at the same level as prior years.

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### *Town Attorney*

The FY 2016-17 Adopted Budget for the Town Attorney is \$235,000 which represents a net decrease of \$172,730 or 42% as compared with the prior year's projections. This decrease is due to the exclusion of funds for the Town's defense of Public Official's claims to legal fees and case costs, and the legal cost associated with the Charter Revision Commission. An allocation to Litigation Reserves will be presented to Council for approval at the time of the Carryforward Budget Amendment.

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### *Administration*

Administration includes expenditures for the Office of the Town Manager, Budget, Grants, Finance, Procurement, Human Resources and Information Technology. The FY 2016-17 Adopted Budget for

## *Town of Miami Lakes FY 2016-17 Adopted Budget*

Administration is \$2,249,776 including transfers which is \$9,253 less than the FY 2015-16 year end projection excluding the one-time transfer in FY 2015-16 to pay off the Series 2013 Construction Loan for the widening of NW 154<sup>th</sup> Street and associated financial transactions.

Significant changes to the FY 2016-17 Administration Budget include a reduction in expenditure for Town branding and marketing (\$57,395), a reduction in professional consulting services (\$30,000), and a net reduction in salaries due to reimbursements from the Building Fund, Special Revenue Funds and Stormwater Utility Fund for administrative support provided by the General Fund staff (\$108,240). These reductions are offset by a 15% increase in the cost of health insurance (\$35,333), a modest increase in FRS contribution from 7.26% to 7.52% (\$4,883), and a 2% cost of living adjustment (COLA) effective April 2017 (\$25,000). Other miscellaneous line items account for the remaining net reduction.

The FY 2016-17 Adopted Budget for Information Technology, a subsection of Administration, is \$324,866 which is \$5,463 or 1.7% more than the FY 2015-16 year end projection. FY 2015-16 investments in information technology hardware for redundancy and security included two Network Attached Storage devices, one for a local back-up and one to place at a co-location facility in Broward County, and next generation firewalls to connect Town Facilities to a centrally controlled network at Town Hall. As a result, there may be an opportunity to reduce the allocation for IT Infrastructure currently budgeted at \$40,000. The FY 2016-17 IT Budget includes a primary and secondary internet service provider for fail over and cyber security awareness training.

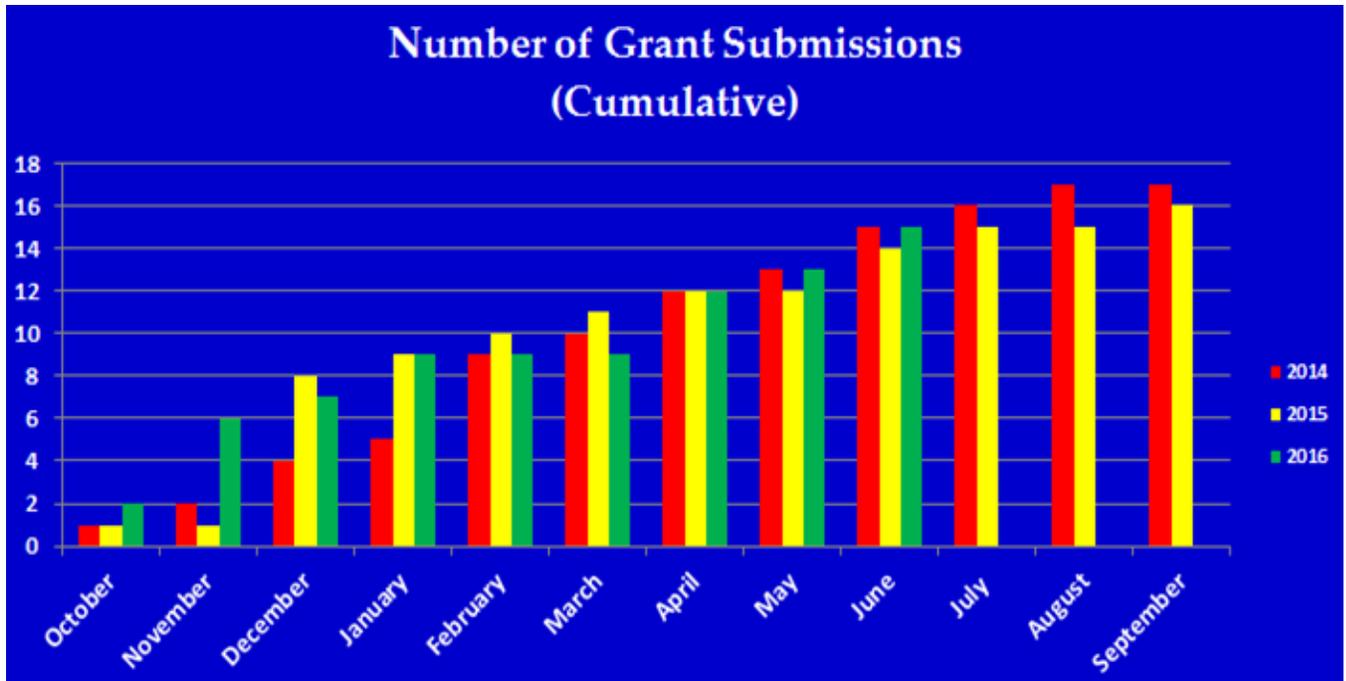
Transfers from Administration fund the West Lakes Reforestation Program (\$100,000) and the Black Olive Removal Program (\$11,416) which are described in more detail in the Capital Projects Fund – Parks Improvement and the Special Revenue Fund, respectively. Administration's allocation of Town Hall facility operations and maintenance expenses are now accounted for in a single line item transfer to the newly established Facilities Maintenance Fund (\$167,081). In addition, the Town reserves for future donations in Administration (\$10,000).

Other recurring expenses are essentially at the same level as prior years.

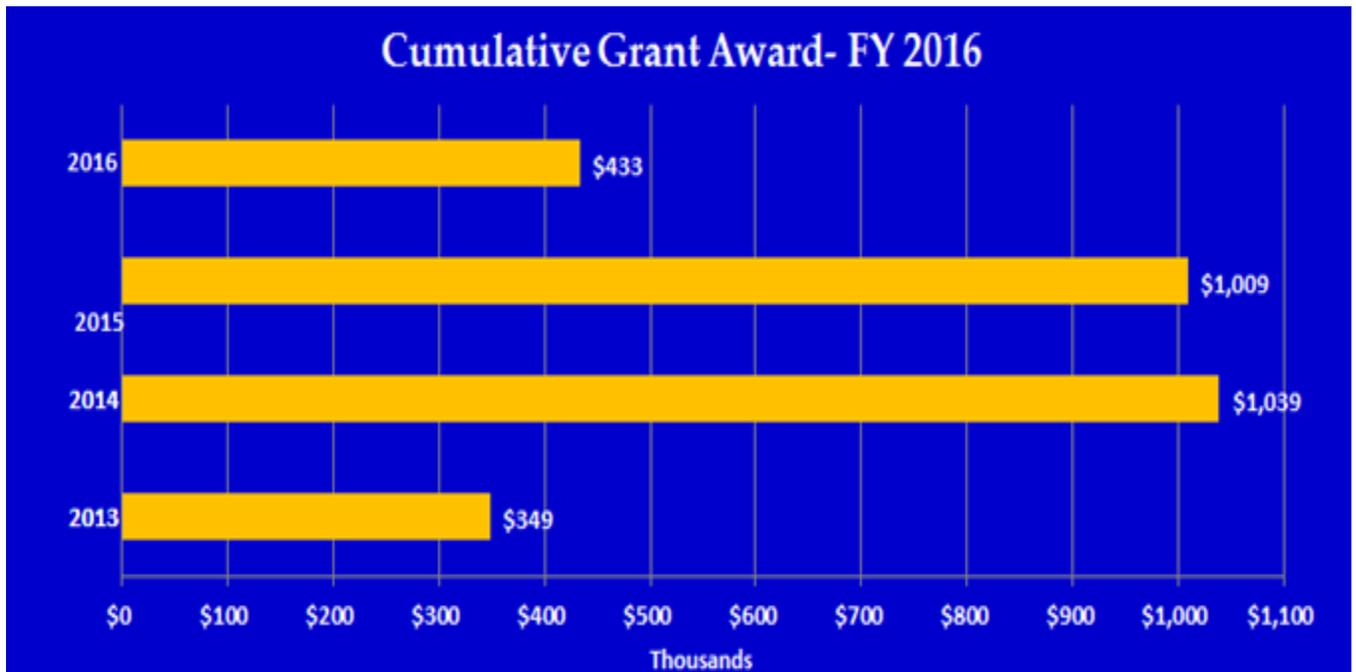
### *Performance Measures*

Workload metrics for Administration include, but are not limited to, the number of grant submissions and the grant funds awarded over the last year as well as the numbers of visitors to the Town's website.

## Town of Miami Lakes FY 2016-17 Adopted Budget

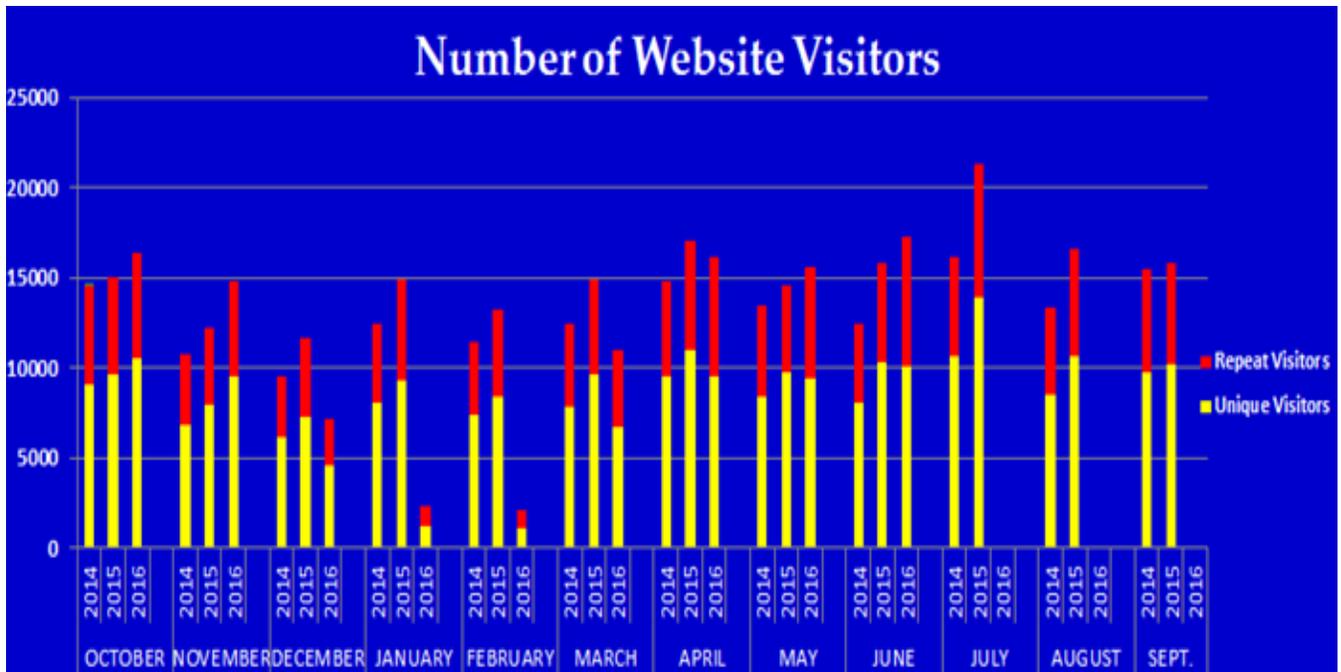


**Fig.1:** Total grant pursued and submitted from FY 2014 to FY 2016.



**Fig.2:** Total grant amount awarded from FY 2013 to FY 2016. The objective is to receive at least 1.5 times the cost of the grant administrator’s annual compensation. For FY16 YTD grant funding has been secured for Lake Sarah Roadway and Drainage Improvement (\$300,000), TAP for greenways and trails Master Plan (\$85,000), MPO Program for Complete Streets (\$40,000), School Resource Officer for police operations (\$4,122) and JAGD School Resource Officer Truancy project (\$4,309).

## *Town of Miami Lakes FY 2016-17 Adopted Budget*



**Fig.3:** Total number of website visitors since the revamping of the Miami Lakes website in June 2013

### *Police Department*

The FY 2016-17 Adopted Budget for the Police Department is \$7,603,028, approximately \$570,802 or 8.2% increase from the FY 2015-16 year end projection and almost 48% of the General Fund Budget.

Police services are provided through a contract with Miami Dade County. Miami Lakes Police Department is staffed by 45 sworn personnel and four civilians. Funding for two additional police officers is partially funded at \$40,600 effective August, 2017. The Department provides Uniform Patrol Services 24/7, has a Neighborhood Resource Unit comprised of motorcycle units, bicycle units, community service offices and a criminal intelligence officer, a General Investigations Unit who conduct follow-up investigations on larceny, burglaries, assaults and auto thefts.

Citizens can access the Police Station at Town Hall Monday through Friday from 8:00 am to 5:00 pm for the following special services: watch orders, fingerprints, background checks, police reports, public records requests, crime analysis, off duty permits and for general public safety questions.

Contractual police services have increased by \$551,360 or 7.9% as a result of the settlement agreement between the County and the Police Benevolent Association that

## *Town of Miami Lakes FY 2016-17 Adopted Budget*

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).

The FY 2016-17 Adopted Budget addresses the Town's number one strategic plan goal, to improve mobility and traffic congestion by allocating an additional \$65,110 in overtime and fringe to mitigate traffic issues.

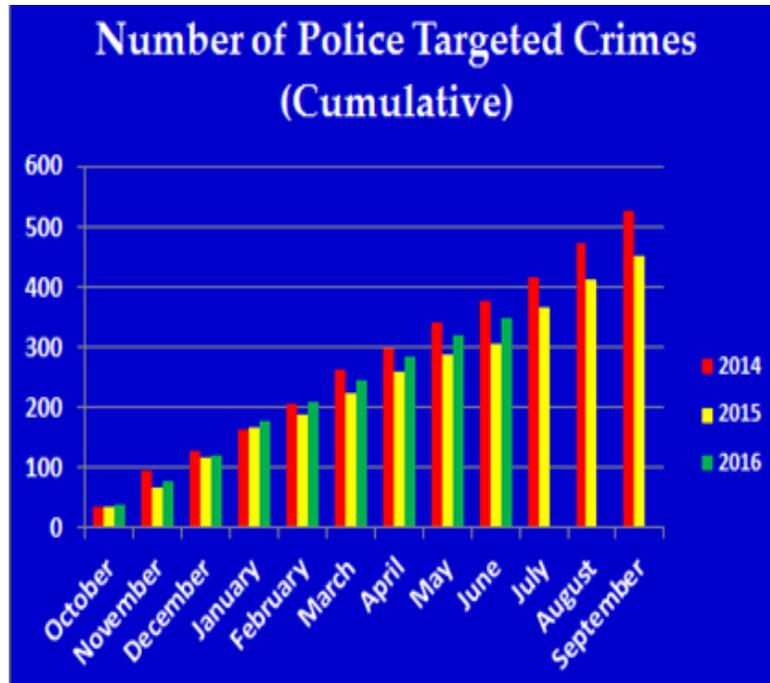
The School Crossing Guards are essentially budgeted at the same level as the prior year.

### *Performance Measures*

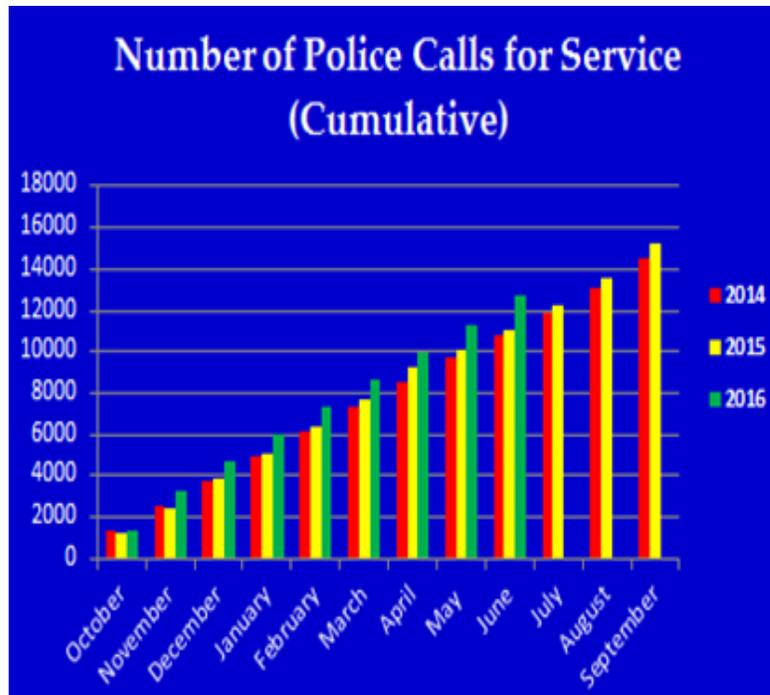
The Police Department has continued providing exceptional performance this fiscal year. The average response time in FY 2016 is less than 6 minutes. The number of targeted crimes is significantly less than the previous Fiscal Year, and the number of calls for service is consistent to that of FY 14.

<b>POLICE PERSONNEL</b>	<b>Adopted</b>
Town Commander - Major	1
Lieutenant	1
Sergeants	5
Police Officers:	
Uniform Officer	24
Detective	5
Bike	4
Motorcycle	4
Community Service	1
COPS funded (eff Aug 2017)	2
Administrative Support	2
Police Service Aid (PSA)	2
<b>TOTAL</b>	<b>51</b>

## Town of Miami Lakes FY 2016-17 Adopted Budget



**Fig.3:** Cumulative number of police targeted crimes over the past three fiscal years with the 2015 trend being significantly less than the previous and current fiscal years.



**Fig.4:** The number of Police calls for service has continued to increase over the years as our population has risen.

# Town of Miami Lakes FY 2016-17 Adopted Budget

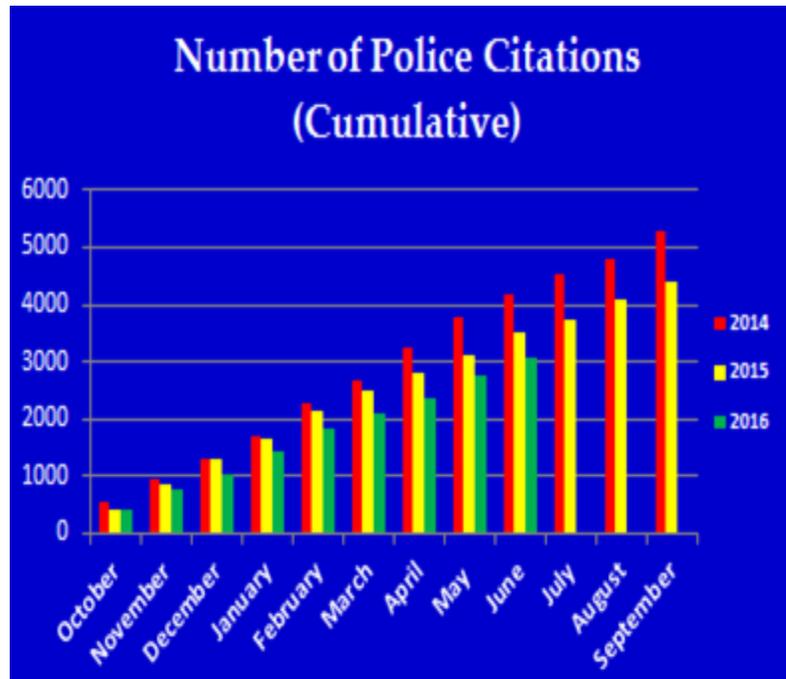


Fig.5: Police citations issued have significantly dropped as compared to the previous two years

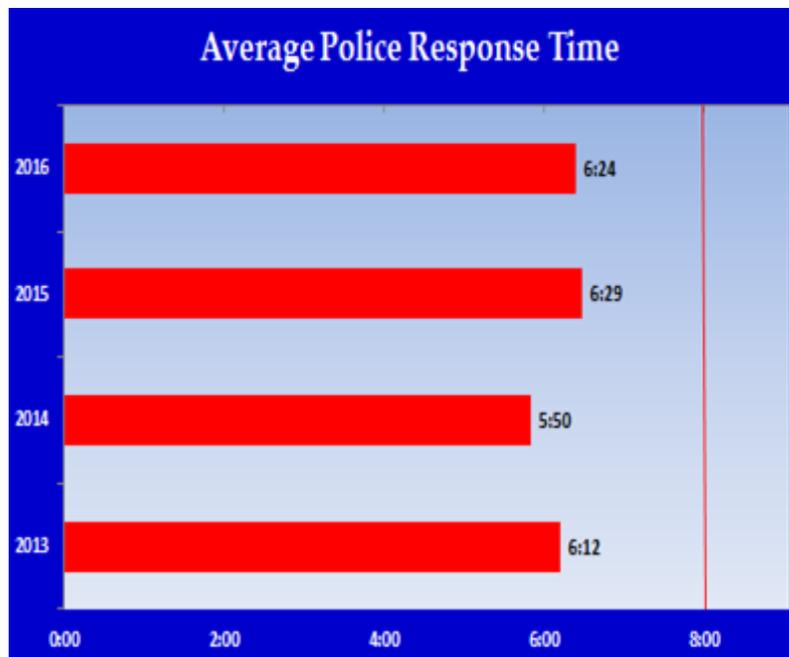


Fig.6: The FY16 average response time of 6:24 is well under our contractual goal with the Police Major, which states that the average response time must remain under 8 minutes.

## *Town of Miami Lakes FY 2016-17 Adopted Budget*

### *Planning & Code Compliance*

The Planning Department in the General Fund provides general planning activities, code compliance and transit service management. FY 2016-17 Planning and Code Compliance Budget totals \$414,760, a decrease of \$133,666 or 23% from the FY 2015-16 year end projections. This decrease is primarily as a result of restructuring the Department to separate the Zoning activity.

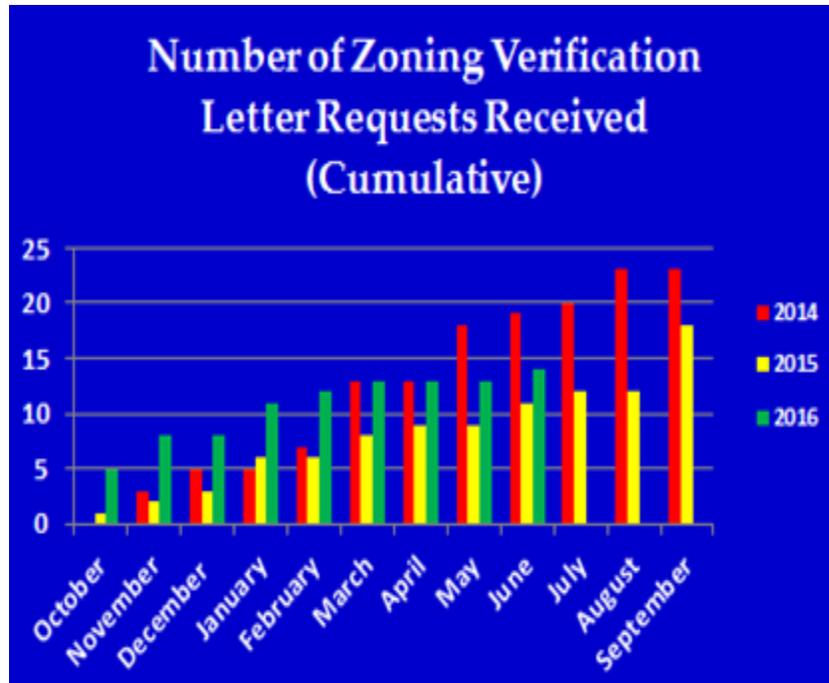
Zoning consists of a Zoning Official and Planning Technician at total budget of \$117,905. Operating expenses are at the same level as the prior year.

The Planning Department consists of a Planning Director, Junior Planner, Code Compliance Manager, and two full-time and one-part time contracted Code Compliance Officers. Due to increased focus on enhancing mobility and alleviating traffic congestion throughout the Town, a Senior Planner position was added to the FY 2016-17 Budget to concentrate on transportation and transit projects. (The Senior Planner and Junior Planner positions are funded by PTP funds, 50% in Transportation (PTP 80%) and 50% Transit (PTP 20%)). They are responsible for providing comprehensive planning for the Town, processing variances and site plan applications, provide continued protection and enhancement of Miami Lakes' quality of life and property values through code enforcement, lien recordings and managing transit services.

### *Performance Measures*

The charts below represent some of the key activities handled by this unit: zoning verification letter requests, site plan review and public hearing applications, the number of codes cases opened and the amount collected in fines. The number of zoning verification letter requests received is an indication of the customer service oriented approach the Town cherishes where applicants are encouraged to meet with staff from our permitting departments to plan development opportunities early in the process. The trends below are due to code interpretations that no longer require formal approval of public hearings.

## *Town of Miami Lakes FY 2016-17 Adopted Budget*

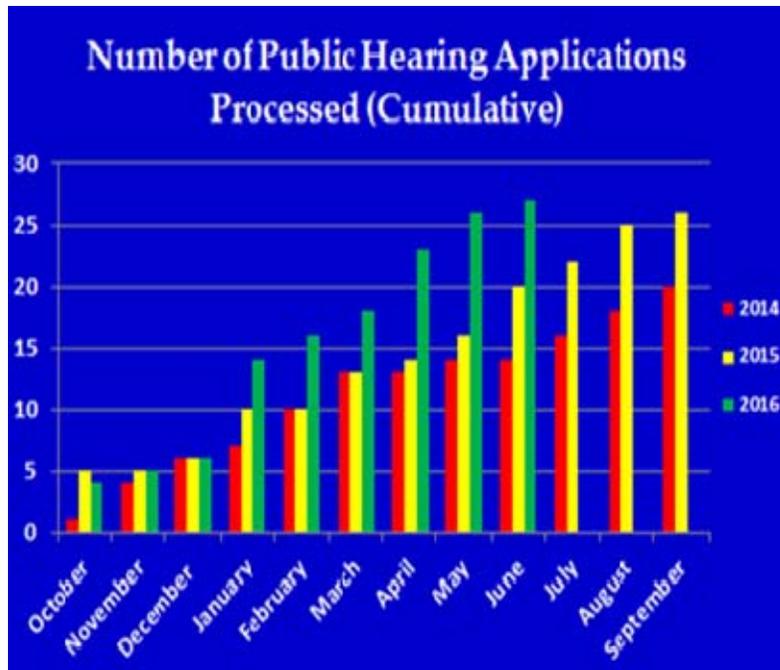


**Fig.7:** Cumulative number of zoning verification letter requests received over the past two years with the trend being far less than FY 14, but consistent to that of FY 13

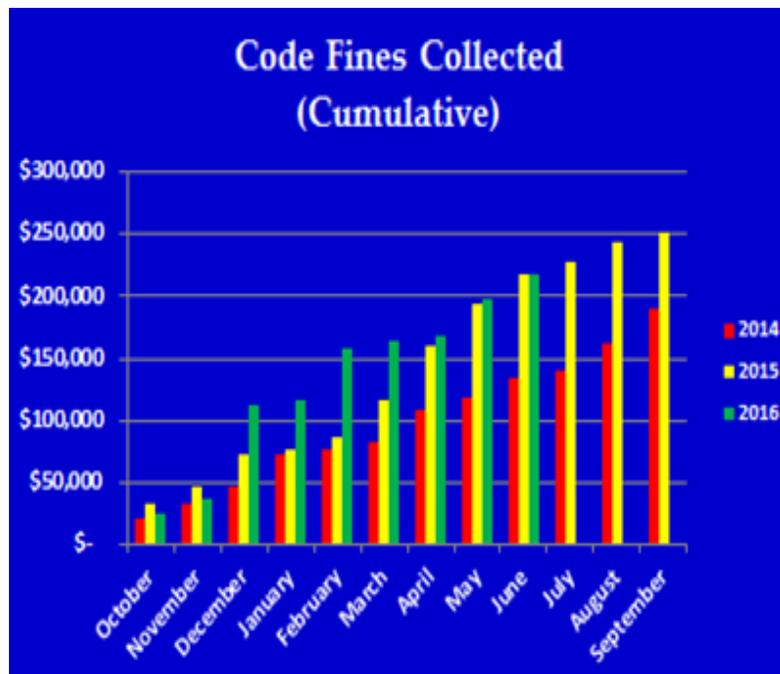


**Fig.8:** Cumulative number of administrative site plan review applications received over the past three years. It is expected to increase due to increased economic activity.

## *Town of Miami Lakes FY 2016-17 Adopted Budget*

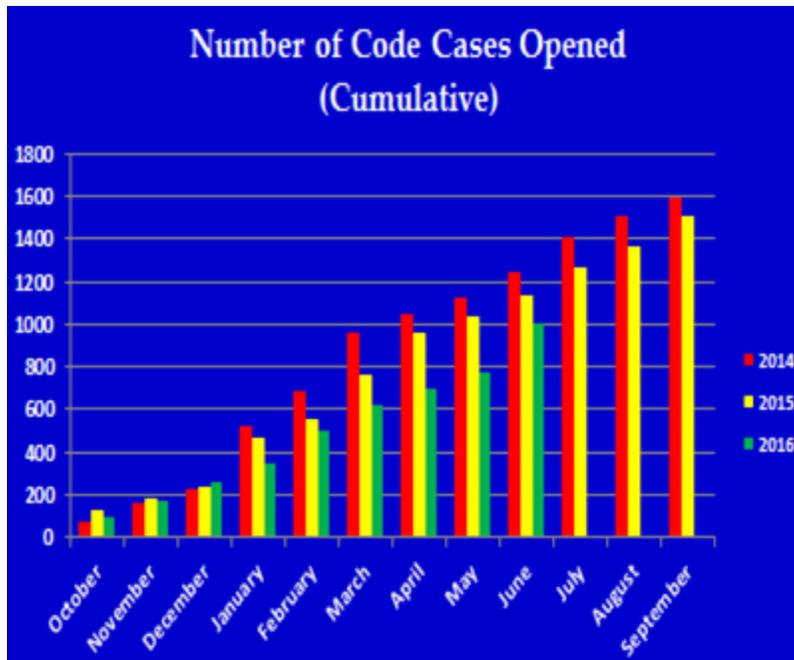


**Fig.9:** Cumulative number of public hearing applications processed over the past three years has significantly increased in FY 2016 as a result of an increase in development activity and an improving economy.



**Fig.10:** Cumulative number of code fines collected over the past three years. The significant increase in FY 2015 and FY 2016 is as a result of the implementation of the Lien Amnesty Program

# Town of Miami Lakes FY 2016-17 Adopted Budget



**Fig.11:** Cumulative number of code cases opened over the past three years with the trend consistently declining from FY 2013. The decrease in code enforcement is mostly attributed to the reduction in BTR violations as a result of a more customer friendly approach to businesses that had failed to renew on a timely basis.

## On-Demand Transit

The Fiscal Year 2016-17 Adopted Budget funds the on-demand bus service from approximately 8:00 am to 3:00 pm Monday through Friday. The door to door service is utilized at capacity, serving approximately 15 to 20 individuals daily. Most routine riders rely on the service because they are elderly or disabled and cannot drive. This budget includes contractual bus driver service (\$58,800), fuel (\$5,600) vehicle repair & maintenance (\$6,600) and storage (\$4,000). The on-demand Sunday bus service costs approximately \$12,000 per year and is not funded in the FY 2016-17 Adopted Budget.

## Parks - Community Services Department

The former Community and Leisure Services Department was restructured for FY 2016-17 into 2 departments: Parks – Community Services Department and Community Engagement and Outreach

# *Town of Miami Lakes FY 2016-17 Adopted Budget*

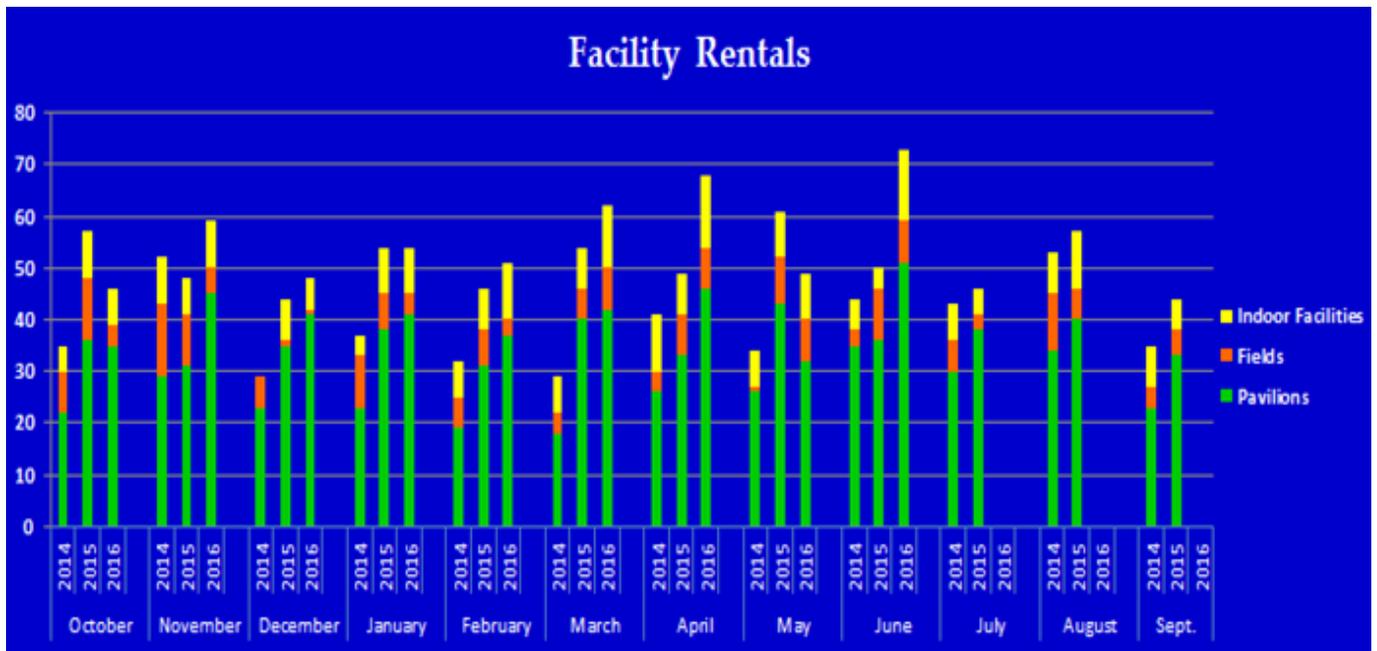
Department.

The Parks – Community and Services Department Adopted Budget totals \$2,402,795 and represents 15% of the General Fund’s Expenditure Budget. The Department oversees the operation and maintenance of the Town’s 101 parks and 120 acres of parkland, six lakefront beaches, arbor management, greenways and trails, beautification and athletic programming.

The Community Services budget of \$486,243 is a \$470,124 reduction or 49% from the prior year projection primarily due to the restructuring of the CLS Department.

The budgeted allocations for the three community centers, 2 active/community parks and mini parks includes telephone service, utilities, grounds maintenance, facility maintenance and repairs as follows: Royal Oaks Park & Roberto Alonso Community Center (\$566,830), Park East and the Youth Center (\$136,082), Mary Collins Community Center at Park West (\$143,358), Miami Lakes Optimist Park & Clubhouse (\$716,725) and the 101 mini parks (\$357,330).

## Performance Measures



**Fig.12:** Total number of monthly facility, field and pavilion rentals has greatly increase, and may be attributed to the implementation of our online reservation system (Etrack) in addition to the availability of the new Park East Youth Center.

## *Town of Miami Lakes FY 2016-17 Adopted Budget*

### *Community Engagement and Outreach Department*

The Community Engagement and Outreach Department consists of Leisure Services, Economic Development, Communications, Special Events and eight Committees

for a total budget of \$788,834.

This Department works with the community at large to create a sustained level of openness and accountability between the Town and its residents to achieve better communication, transparency, and public participation on all issues. It manages the recreation programs for all ages and is the point of contact for the residents and business community.

The Town provides funding for the Veterans Day Parade (\$6,000) and 4<sup>th</sup> of July fireworks show (\$25,000) annually and seeks donations from the business community and individuals to supplement these events.

The Committees are essentially funded at the same level as the prior year's adopted budget with two changes: an increase of \$7,700 to the Cultural Affairs Committee and \$3,900 to the Youth Activities Task Force for new activities and program enhancement. The Committees total Adopted Budget is \$211,750.

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### *Public Works Department*

The Department is responsible for the operations, maintenance and improvements of the Town's infrastructure. This includes canal cleaning, street sweeping, litter debris pick up, sign repairs and replacement, sidewalk repairs, roadway repairs, storm drains, street lights, and curbs. In addition, the Department is responsible for regulating and permitting construction within the Town's Public Right of Way (PROW) and managing Capital Improvement Projects. Many of these activities are funded through the Special Revenue Fund and Stormwater Utility Fund and discussed in those sections of the Budget. The Public Works General Fund Budget includes Administration (\$257,370) and Green Space (\$846,947) for a total Departmental Budget of \$1,104,317 or almost 7% of the General Fund.

The Public Works Administration Adopted General Fund Budget of \$257,370 for FY2016-17 represents a net decrease of \$16,448 or 6% from the prior year's projection. The decrease is mainly attributable to a reduction in contracted Town Engineer services.

## *Town of Miami Lakes FY 2016-17 Adopted Budget*

This budget provides for 50% funding for the Chief of Operations and the Public Works Director, contractual services for engineering, plan reviews and inspections, and miscellaneous operating supplies and vehicle maintenance. The public works permit fee revenue offsets the cost of the plan reviewer and inspector.

Public Works – Green Space Adopted General Fund Budget of \$848,700 is approximately \$16,600 or 2% less than the prior year’s projection. The decrease is due to the elimination of funding for a reserve for non-capital beautification repairs and replacements, offset by a slight anticipated increase in rights-of-way grounds maintenance contractual expenditures. The rights-of-way grounds maintenance contract will expire and need to be rebid in FY 2016-17.

The Budget provides for the same level of service as in the prior year for our right-of-way grounds maintenance contractual service (\$334,000), FDOT ROW maintenance (\$14,884), Flowers/landscape beds and cul-de-sac (\$70,000), litter and debris/doggie stations (\$94,000), miscellaneous repairs including plumbing, electrical and handyman services (\$12,116), ROW utilities (\$76,000), entrance feature maintenance and ROW extermination (\$7,700)

The Public Works Green Space Budget includes the second year of a three-year Town-wide tree trimming cycle (\$170,000) under the Town’s performance based contract approach, new tree plantings (\$50,000), and supplemental funding for the removal of invasive, hazardous, or dead trees (\$20,000).

### *Performance Measures*

A key performance measure tracked on our Green Space rights-of-ways is the number of trees trimmed. The Town has a total of 17,832 trees which are all trimmed over a period of three years.

## *Town of Miami Lakes FY 2016-17 Adopted Budget*

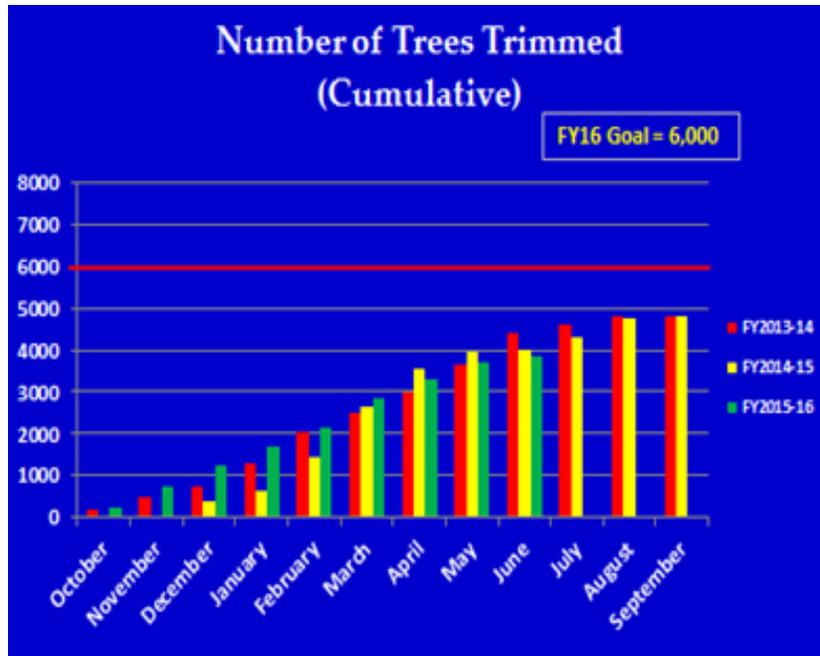


Fig.13: Cumulative number of trees trimmed on a monthly basis over the past three years.

### *Transfers and Reserve*

**Transfers:** The FY 2016-17 Adopted General Fund Budget has transfers for one-time expenses or capital projects totaling \$353,684. This includes \$100,000 to Capital Projects Fund Parks Improvement for West Lake Neighborhood Reforestation; \$11,416 to Special Revenue Fund Tree Removal Program for removal of black olive trees; and \$242,268 to the Facilities Maintenance Fund for Administration’s (\$167,081) and the Police Department’s (\$75,187) portion of Town Hall building expenses.

**Reserves:** 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.

## *Town of Miami Lakes FY 2016-17 Adopted Budget*

At the end of FY 2015-16, operations are estimated to result in a surplus of approximately \$602,826, thus increasing the Fund Balance to \$3,664,983. Of this amount, \$2,368,140 or 15% of the General Fund Operating Budget is required to remain as a Reserve which leaves the Town with an estimated undesignated or unrestricted reserve of \$1,296,843.

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

ACCOUNT NUMBER	ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 ADOPTED BUDGET	COMMENTS
<b>GENERAL FUND EXPENDITURES</b>						
<b>TOWN COUNCIL AND MAYOR</b>						
0011101-511000	EXECUTIVE SALARIES- MAYOR	\$45,916	\$18,000	\$18,000	\$18,000	Current Salary and Wages
0011101-512000	REGULAR SALARIES	\$103,245	\$92,500	\$76,260	\$80,000	Includes Administrative Assistant to Mayor, Administrative Assistant to Town Council
0011101-521000	PAYROLL TAXES	\$19,502	\$15,441	\$13,214	\$13,500	Calculated based on 7.65% of salary
0011101-522000	FRS CONTRIBUTIONS	\$8,154	\$6,049	\$6,370	\$7,370	Rate increase from 7.26% to 7.52% thru Jul '17
0011101-523000	HEALTH & LIFE INSURANCE	\$62,855	\$82,554	\$64,788	\$77,843	Includes medical, dental, vision and life for Town Council, Assistant to Mayor and Assistant to Council
0011101-523001	HEALTH INSURANCE MAYOR	\$7,590	\$8,741	\$8,715	\$10,023	Includes medical, dental, vision for Mayor
0011101-523100	WIRELESS STIPEND	\$957	\$960	\$960	\$960	Stipend for Mayor's assistant and Council assistant (\$40/month, each)
0011101-540000	TRAVEL & PER DIEM	\$13,853	\$12,000	\$12,000	\$0	FY17 \$0. Transportation, hotel accommodation and meals for Mayor/Council attendance to conferences
0011101-540010	CAR ALLOWANCE -MAYOR	\$20,322	\$7,200	\$7,200	\$7,200	Allowance of \$600/mo
0011101-540011	CAR ALLOWANCE -COUNCIL	\$36,139	\$36,000	\$36,000	\$36,000	Allowance of \$500/mo each
0011101-540020	EXP ALLOWANCE MAYOR & COUNCIL	\$60,314	\$48,146	\$48,772	\$50,000	Adjusted by CPI (1.3%) as per Charter
0011101-541010	CELL PHONES	\$5,998	\$6,720	\$6,278	\$6,720	Data plan 7 iPads \$40/mth, 7 cell phones \$40/mth
0011101-547000	PRINTING & BINDING	\$115	\$1,000	\$1,000	\$1,000	Business cards for Mayor & Councilmembers
0011101-548100	STATE OF TOWN ADDRESS	\$0	\$5,500	\$5,500	\$6,000	Donations anticipated to offset State of the Town Address expenses.
0011101-548107	TOY DRIVE	\$0	\$1,000	\$1,025	\$0	FY16 Expenses offset by donations
0011101-549010	COUNCIL DISCRETIONARY FUND	\$164	\$2,000	\$2,000	\$700	Misc discretionary activities as approved by Council
0011101-549200	CHARTER COMMITTEE SUPP MISC EXP	\$0	\$2,500	\$1,750	\$0	FY16 Misc expenses for Charter Review
0011101-552010	COUNCIL UNIFORMS	\$345	\$360	\$476	\$360	Includes 1 shirt @ \$40 each
0011101-552042	MEETING SET UP	\$212	\$300	\$360	\$300	Miscellaneous set-up costs for meetings
0011101-552044	COUNCIL AWARDS	\$2,604	\$1,250	\$300	\$1,250	Includes awards, proclamations and framing
0011101-554000	MEMBERSHIPS SUBSCRIPTIONS	\$14,591	\$15,200	\$15,402	\$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)
0011101-554010	EDUCATION & TRAINING	\$9,845	\$7,800	\$7,800	\$0	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
0011101-564004	SMALL EQUIPMENT	\$0	\$0	\$827	\$0	FY16 iPads for Mayor & Council
<b>TOTAL TOWN COUNCIL EXPENDITURES:</b>		<b>\$412,723</b>	<b>\$371,220</b>	<b>\$334,997</b>	<b>\$326,326</b>	

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

ACCOUNT NUMBER	ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 ADOPTED BUDGET	COMMENTS
<b>TOWN CLERK</b>						
0011201-512000	REGULAR SALARIES	\$109,332	\$70,000	\$70,000	\$70,000	Current Salary and Wages
0011201-521000	PAYROLL TAXES	\$8,236	\$5,355	\$5,355	\$5,355	Calculated based on 7.65% of salary
0011201-522000	FRS CONTRIBUTIONS	\$7,105	\$3,818	\$5,131	\$5,264	Rate increase from 7.26% to 7.52% thru Jul '17
0011201-523000	HEALTH & LIFE INSURANCE	\$20,073	\$7,179	\$8,824	\$10,148	Includes medical, dental, vision and life
0011201-523100	WIRELESS STIPEND	\$52	\$0	\$480	\$480	Cell phone allowance for Clerk
0011201-531000	PROFESSIONAL SERVICES	\$3,414	\$10,000	\$20,000	\$5,000	Election consulting services as needed
0011201-531020	TOWN CLERK AGENDA MANAGER	\$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)
0011201-541010	TOWN CLERK DATA SERVICE	\$487	\$480	\$483	\$480	iPad data plan for Town Clerk (\$40/month)
0011201-544000	RENTALS AND LEASES	\$1,865	\$2,025	\$2,057	\$2,100	Outside storage facility for Town Clerk
0011201-547010	TOWN CLERK CODIFICATION	\$5,338	\$11,000	\$11,000	\$11,000	Assumes codification of one ordinance per meeting (\$1,000/ordinance)
0011201-549030	TOWN CLERK LEGAL ADVERTISING	\$14,596	\$25,000	\$18,480	\$20,000	Advertisement of ordinances, budget hearings, land development code issues, and committee meetings
0011201-549070	ADMINISTRATIVE SUPPORT	\$1,613	\$1,000	\$1,000	\$1,000	To cover for vacations
0011201-549080	TOWN CLERK ELECTION COSTS	\$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)
0011201-552010	UNIFORMS	\$34	\$40	\$40	\$50	Assumes one shirt per year
0011201-566002	SOFTWARE LICENSES	\$0	\$0	\$1,860	\$1,920	License renewal for Public Records Request software
0011201-554010	CLERK EDUCATION AND TRAINING	\$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).
<b>TOTAL TOWN CLERK EXPENDITURES:</b>		<b>\$216,272</b>	<b>\$252,827</b>	<b>\$213,600</b>	<b>\$223,597</b>	
<b>TOWN ATTORNEY</b>						
0011401-531140	GENERAL LEGAL	\$150,000	\$150,000	\$150,000	\$150,000	Based on monthly rate \$12,500
0011401-531230	ROUTINE LITIGATION RESERVE	\$489,965	\$85,000	\$85,000	\$85,000	All litigation expenses by Town Attorney
0011401-531230	M. PIZZI LITIGATION	\$0	\$148,000	\$148,000	\$0	FY16 includes Town's defense for M. Pizzi reimbursement claims
0011401-531230	CHARTER REVIEW COMMISSION	\$0	\$50,000	\$24,730	\$0	FY16 includes legal support for Charter Review Commission
<b>TOTAL TOWN ATTORNEY EXPENDITURES:</b>		<b>\$639,965</b>	<b>\$433,000</b>	<b>\$407,730</b>	<b>\$235,000</b>	

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

ACCOUNT NUMBER	ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 ADOPTED BUDGET	COMMENTS
<b>TOWN ADMINISTRATION</b>						
0011311-512000	REGULAR SALARIES	\$807,017	\$912,130	\$899,366	\$791,126	Salaries for administrative staff
0011311-516000	COMPENSATED ABSENCES	\$7,601	\$0	\$0	\$0	No FY17 budget
0011311-512002	XFER SRF TRANSIT 5% ADM	-\$11,722	\$0	\$0	\$0	Accounted for in salaries
0011311-512003	XFER CPF TRANSP 5% ADM	-\$46,888	\$0	\$0	\$0	Accounted for in salaries
0011311-512006	ADM SUPPORT TO SWF	-\$32,000	\$0	\$0	\$0	Accounted for in salaries
0011311-512XXX	ADM SUPPORT TO BUILDING	\$0	\$0	\$0	\$0	Accounted for in salaries
0011311-512999	EMPLOYEE BONUS/COLA	\$57,029	\$0	\$0	\$25,000	Two percent COLA effective April 2017
0011311-514000	ADM OVERTIME	\$2,321	\$0	\$3,800	\$2,000	Overtime as needed
0011311-521000	PAYROLL TAXES	\$57,081	\$70,180	\$68,622	\$70,796	Calculated based on 7.65% of salaries
0011311-522000	FRS CONTRIBUTIONS	\$71,117	\$65,533	\$85,845	\$90,728	Rate increase from 7.26% to 7.52% thru Jul '17
0011311-522010	ICMA 457 PL	\$21,120	\$18,728	\$21,512	\$21,512	Town Manager's benefits per agreement and drop plan
0011311-523000	HEALTH & LIFE INSURANCE	\$69,775	\$137,870	\$114,450	\$149,783	Includes medical, dental, vision and life
0011311-523100	WIRELESS STIPEND	\$622	\$960	\$820	\$960	Includes stipends of \$480 for 2 staff members
0011311-525000	ADM UNEMPLOYMENT CLAIMS	\$7,781	\$2,000	\$10,931	\$2,000	Anticipated unemployment filings
0011311-531000	PROFESSIONAL SERVICES	\$21,513	\$0	\$40,000	\$10,000	Funding for professional consulting services as needed
0011311-531090	INTERGOVERNMENTAL (LOBBYIST)	\$48,000	\$48,150	\$48,150	\$48,000	Lobbyist services
0011311-532000	ACCOUNTING & PAYROLL	\$15,907	\$17,000	\$21,454	\$23,665	Based on contract with ADP - includes upgrades for employee self service and time and attendance tracking
0011311-532001	INDEPENDENT AUDIT	\$46,325	\$49,900	\$52,100	\$52,175	Regular audit including Single Audit for grant funds
0011311-532002	ADM HEALTH SPENDING ACCT/WELLN	\$7,329	\$8,000	\$10,140	\$10,000	Wellness activities to reduce health care premium cost
0011311-533001	ADM BACKGROUND CHECKS	\$1,187	\$1,500	\$1,200	\$1,500	Assumes same level of background checks and drug screening for new employees
0011311-540000	ADM - TRAVEL & PER DIEM	\$2,856	\$10,000	\$7,500	\$0	FY17 \$0. Educational travel for staff development
0011311-540010	CAR ALLOWANCE	\$6,000	\$6,000	\$6,000	\$6,000	Per Town Manager's contract
0011311-541000	TELEPHONE SERVICES	\$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
0011311-541010	TELEPHONE - CELLULAR	\$1,774	\$1,060	\$966	\$580	iPad data service for Town Manager
0011311-542000	ADM - POSTAGE & DELIVERY	\$16,512	\$19,000	\$19,000	\$19,000	Includes rental of postage machine & supplies (\$2,000), courier services (\$1,000) and postage (\$16,000)

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

ACCOUNT NUMBER	ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 ADOPTED BUDGET	COMMENTS
0011311-543000	ADM - UTILITIES	\$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
0011311-544000	RENTALS AND LEASES	\$94	\$0	\$0	\$0	Storage space for finance records eliminated
0011311-544010	ADM - COPIER LEASE	\$10,734	\$15,293	\$16,271	\$16,500	Rental of Toshiba copy machines and supplies
0011311-545000	ADM - INSURANCE	\$179,835	\$230,000	\$226,239	\$215,326	Policy for property insurance and workers compensation.
0011311-546000	REPAIR AND MAINT CONTRACTS	\$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
0011311-547000	ADM - PRINTING & BINDING	\$435	\$1,000	\$1,500	\$1,500	Business cards, flyers, Town maps, etc.
0011311-548000	ADM TOWN BRANDING & STRATEGIC PLAN	\$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
0011311-548010	ADM ADVERTISEMENT RECRUITMENT	\$485	\$2,000	\$2,000	\$1,000	Advertsing of Town employment and internship opportunities
0011311-549001	HEALTH WELLNESS/549000 OTHER CURR CHARGES	\$368	\$0	\$0	\$0	-
0011311-549070	CLERICAL/ADMINISTRATIVE SUPPORT	\$68,240	\$5,000	\$5,000	\$5,000	Temporary support to cover vacations.
0011311-549071	INVESTMENT ADVISORY SERVICE	\$5,737	\$5,800	\$5,800	\$7,000	Investment Advisory services
0011311-549090	FINANCIAL INSTITUTION FEES	\$28,461	\$7,600	\$8,728	\$9,000	Bank transaction fees
0011311-549093	CREDIT CARD FEES	\$130	\$0	\$1,465	\$0	Administration's portion of credit card fees. Allocation to Admin, Building and Parks.
0011311-549260	HURRICANE EXPENSES	\$13,266	\$2,500	\$17,570	\$9,160	Supplies for hurricane preparedness and generator rental for Town Hall
0011311-549290	ADMIN LICENSES AND PERMITS	\$0	\$0	\$300	\$0	-
0011311-551000	ADM - OFFICE SUPPLIES	\$28,714	\$30,000	\$30,000	\$30,000	Office supplies including holiday decorations
0011311-552010	UNIFORMS	\$0	\$0	\$500	\$600	1 shirt @ \$40/employee
0011311-554000	ADM-BOOKS/PUBLIC/SUBSCRIP/MEM	\$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.
0011311-554010	EDUCATION & TRAINING	\$3,699	\$10,000	\$10,000	\$0	FY17 \$0. Includes regular training and ADA & Safety Training for staff
0011311-555500	ADM-FURNITURE/EQUIP NON-CAP	\$0	\$1,000	\$1,000	\$1,000	Miscellaneous furniture/non-capital equipment that
	<b>SUB-TOTAL ADMINISTRATION EXPENDITURES</b>	<b>\$1,673,955</b>	<b>\$1,897,539</b>	<b>\$1,938,126</b>	<b>\$1,636,412</b>	

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

ACCOUNT NUMBER	ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 ADOPTED BUDGET	COMMENTS
<b>INFORMATION SYSTEMS</b>						
0011341-531030	IT CORE SERVICE SUPPORT	\$111,300	\$110,000	\$109,200	\$110,000	Contract with Gomez Technology
0011341-531040	WEB SUPPORT	\$7,924	\$8,400	\$8,400	\$8,400	Contract with Xomatech for hosting (\$2,400), ongoing website enhancements (\$6,000)
0011341-531060	VOICE SUPPORT	\$25,040	\$25,000	\$29,756	\$25,000	Phone (VoIP) and network security contract with AIP.
0011341-541030	INTERNET SERVICES	\$15,956	\$17,400	\$18,355	\$15,600	Primary and back up Internet service for Government Center
0011341-544000	RENTALS AND LEASES	\$0	\$0	\$0	\$3,000	Co-Lo offsite storage space, bandwidth and power
0011341-555001	TRAINING	\$0	\$5,000	\$0	\$5,000	Cyber security awareness training
0011341-563001	INFRASTRUCTURE - IT	\$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
0011341-564000	MACHINERY & EQUIPMENT	\$0	\$0	\$9,325	\$0	IT Master Plan Implementation - new voice PBX with video conferencing collaboration (IF-15)
0011341-566000	TECHNOLOGY ENHANCEMENTS/SOFTWARE	\$10,750	\$22,500	\$13,175	\$0	FY16 restructuring of the General Ledger to meet State reporting requirements
0011341-566002	COMPUTER SOFTWARE LICENSES	\$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.
	<b>SUB-TOTAL INFORMATION SYSTEMS:</b>	<b>\$292,138</b>	<b>\$319,493</b>	<b>\$319,403</b>	<b>\$324,866</b>	
<b>ADMINISTRATION - TRANSFERS</b>						
0011361-581000	OPERATING CONTINGENCY	\$0	\$103,263	\$0	\$0	FY16 reimbursement of administrative cost to service Series 2013 Construction Loan
0011361-580002	RESERVE FOR FUTURE DONATIONS	\$0	\$10,000	\$0	\$10,000	Reserve for donations
0011361-591020	TRANSFER OUT - CIP PARKS	\$170,000	\$0	\$0	\$100,000	Transfer to CPF-Parks for West Lake Neighborhood Reforestation
0011361-591050	TRANSFER OUT - CIP FUND	\$28,000	\$0	\$0	\$0	Neighborhood Improvement Committee grant
0011361-591050	TRANSFER OUT - CIP FUND	\$425,000	\$0	\$0	\$0	-
0011361-591052/059	TRANSF - CPF/FACILITIES & EQUIP/ELEC UTIL	\$0	\$0	\$1,500	\$0	-
0011361-591061	TRANSFER TO DEBT SERVICE FUND	\$0	\$1,548,580	\$1,549,340	\$0	FY16 Transfer to Debt Service Fund to pay off Series 2013 Construction Loan
0011361-591010	TRANSFER TO SPECIAL REVENUE FUND	\$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**  
**FY 2016-17 ADOPTED BUDGET**  
**GENERAL FUND**  
**Expenditure by Line Item**

ACCOUNT NUMBER	ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 ADOPTED BUDGET	COMMENTS
0011361-591013	TRANSFER TO FACILITIES MAINTENANCE FUND	\$0	\$0	\$0	\$167,081	Administration's portion of Town Hall building expenses @ 60% of total cost
	<b>SUB-TOTAL ADMINISTRATION TRANSFERS:</b>	<b>\$623,000</b>	<b>\$1,838,227</b>	<b>\$1,727,223</b>	<b>\$288,497</b>	
	<b>TOTAL ADMINISTRATION EXPENDITURES:</b>	<b>\$2,589,093</b>	<b>\$4,055,259</b>	<b>\$3,984,753</b>	<b>\$2,249,776</b>	
<b>POLICE</b>						
0012102-534030	POL - PATROL SERVICES	\$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
0012102-534030	POL - PATROL SERVICES	\$0	\$0	\$0	\$40,600	Assumes funding for two additional Police Officer positions effective August 1, 2017 or as funding allows
0012102-534035	POLICE OVERTIME	\$250,557	\$304,309	\$347,222	\$350,000	Overtime as required. Increase in FY16 for traffic detail.
0012102-534030	RETRO ACTIVE SALARY & BENEFITS	\$0	\$0	\$0	\$176,890	PBA Settlement of 4% COLA
0012102-534080	PROSECUTION-CRIMINAL VIOLATION	\$100	\$400	\$400	\$200	Ordinance violation review
0012102-541000	POLICE TELEPHONE SVC	\$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
0012102-541010	TELEPHONE- DEDICATED LINES	\$1,927	\$2,400	\$2,243	\$2,400	Includes 8 phones for command officers and undercover operations
0012102-543010	POLICE UTILITIES	\$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
0012102-544020	POLICE COPIER COSTS	\$2,571	\$2,500	\$1,927	\$2,500	Toshiba copier lease
0012102-546000	POLICE REPAIR & MAINTENANCE	\$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
0012102-546010	VEHICLE REPAIR AND MAINTENANCE	\$819	\$1,000	\$6,500	\$3,000	Smart sign maintenance
0012102-549200	POLICE - MISC. EXPENSE	\$1,281	\$500	\$500	\$500	Auto tag renewal and miscellaneous items as needed for public safety
0012102-551000	POLICE OFFICE SUPPLIES	\$1,056	\$3,500	\$3,500	\$3,500	Office Supplies including business cards
0012102-552000	OPERATING SUPPLIES	\$1,206	\$4,000	\$3,000	\$3,000	Special Department supplies including bicycles, repair parts, cameras

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

ACCOUNT NUMBER	ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 ADOPTED BUDGET	COMMENTS
0012102-552010	POLICE UNIFORMS	\$3,700	\$5,000	\$4,000	\$4,000	Patches, motor wings, etc
0012102-552020	POLICE - FUEL COSTS	\$1,237	\$2,000	\$800	\$1,000	Fuel as needed for transport of smart signs
0012102-554010	POLICE CRIME PREVENT TRAIN	\$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.
0012102-591013	TRANSFER TO FACILITIES MAINTENANCE FUND	\$0	\$0	\$0	\$75,187	Police Department portion of Town Hall building expenses @ 27% of total cost
<b>SUB-TOTAL POLICE EXPENDITURES:</b>		<b>\$6,810,495</b>	<b>\$7,253,471</b>	<b>\$7,032,226</b>	<b>\$7,603,028</b>	
<b>SCHOOL CROSSING GUARDS</b>						
0012112-512000	REGULAR SALARIES	\$76,514	\$78,257	\$74,166	\$89,495	Salaries include 7 crossing guards, 1 back-up guard and a part-time supervisor
0012112-521000	PAYROLL TAXES	\$4,634	\$5,987	\$5,674	\$6,846	Calculated based on 7.65% of salaries
0012112-522000	FRS CONTRIBUTIONS	\$3,950	\$4,269	\$5,180	\$6,730	Rate increase from 7.26% to 7.52% thru Jul '17
0012112-522000	WORKMAN'S COMPENSATION	\$0	\$3,019	\$2,736	\$3,019	Calculated based on 4.97% of salaries
0012112-552000	OPERATING SUPPLIES	\$0	\$750	\$750	\$750	Includes stop signs, whistles and lanyards
0012112-552010	UNIFORMS	\$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
<b>SUB-TOTAL SCHOOL CROSSING GUARDS:</b>		<b>\$87,967</b>	<b>\$95,342</b>	<b>\$91,456</b>	<b>\$109,841</b>	
<b>TOTAL POLICE EXPENDITURES:</b>		<b>\$6,898,462</b>	<b>\$7,348,813</b>	<b>\$7,123,682</b>	<b>\$7,712,869</b>	
<b>PLANNING</b>						
0011501-512000	REGULAR SALARIES	\$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.
0011501-521000	PAYROLL TAXES	\$27,466	\$19,734	\$19,807	\$7,268	Calculated based on 7.65% of salaries
0011501-522000	FRS CONTRIBUTIONS	\$25,212	\$14,072	\$18,979	\$7,144	Rate increase from 7.26% to 7.52% thru Jul '17
0011501-523000	HEALTH & LIFE INSURANCE	\$40,034	\$41,451	\$33,159	\$10,191	Includes medical, dental, vision and life
0011501-523100	WIRELESS STIPEND	\$838	\$480	\$480	\$480	Wireless stipend for Town Planner
0011521-531000	PLANNING CONSULTING	\$2,000	\$5,000	\$5,000	\$8,000	Support for review and approval of major developments, special projects or planning studies
0011521-534110	PLANNING-SITE PLAN REVIEW	\$0	\$500	\$500	\$500	Outside engineering support as required
0011521-547000	PLANNING PRINTING COSTS	\$153	\$500	\$500	\$500	Printing of large plans
<b>SUB-TOTAL PLANNING:</b>		<b>\$419,635</b>	<b>\$339,698</b>	<b>\$337,347</b>	<b>\$129,082</b>	

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

ACCOUNT NUMBER	ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 ADOPTED BUDGET	COMMENTS
<b>CODE COMPLIANCE</b>						
0011532-512000	REGULAR SALARIES	\$0	\$0	\$0	\$69,581	Salaries for Code Compliance Manager, previously accounted for in Planning
0011532-521000	PAYROLL TAXES	\$0	\$0	\$0	\$5,323	Calculated based on 7.65% of salaries
0011532-522000	FRS CONTRIBUTIONS	\$0	\$0	\$0	\$5,233	Rate increase from 7.26% to 7.52% thru Jul '17
0011532-523000	HEALTH & LIFE INSURANCE	\$0	\$0	\$0	\$17,582	Includes medical, dental, vision and life
0011532-531260	SPECIAL MASTER	\$1,500	\$1,500	\$3,000	\$3,000	Assumes \$125 per hour/hearing, 12 hearings/year for Special Master
0011532-534130	CONTRACT CODE ENF SER	\$170,873	\$148,000	\$148,000	\$148,000	Two full-time and one part-time contracted Code
0011532-541010	PLANNING MOBILE PHONES	\$940	\$360	\$352	\$360	Cell phones for 3 Code Officers
0011532-546400	ABANDONED PROPERTY MAINT	\$6,154	\$4,000	\$4,000	\$2,000	Boarding up of windows, lawn mowing and clearing of abandoned property
0011532-547003	CODE ENF-DOCUMENT SCANNING	\$5,984	\$0	\$0	\$0	-
0011532-549094	ALARM MONITORING PROGRAM	\$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
0011532-549041	CODE ENF LIEN RECORDING	\$7,030	\$7,000	\$7,000	\$7,000	Recording of liens
0011532-549200	REMOTE ACCESS DEVICE	\$390	\$1,980	\$966	\$1,000	Data plans for Code Officers field services
0011532-552010	CODE ENFORCEMENT UNIFORMS	\$260	\$600	\$600	\$600	Uniforms for field personnel
0011532-554010	EDUCATION & TRAINING	\$0	\$4,000	\$4,000	\$1,000	FACE training, GIS training and other
	<b>SUB-TOTAL CODE COMPLIANCE:</b>	<b>\$220,007</b>	<b>\$191,960</b>	<b>\$201,079</b>	<b>\$285,678</b>	
<b>TRANSIT</b>						
0014404-534150	DEMAND SERVICES - CONTRACT	\$85,043	\$75,000	\$86,975	\$75,000	Bus service (\$58,800), fuel (\$5,600) vehicle repair & maintenance (\$6,600) and storage (\$4,000)
	<b>SUB-TOTAL TRANSIT:</b>	<b>\$85,043</b>	<b>\$75,000</b>	<b>\$86,975</b>	<b>\$75,000</b>	
	<b>TOTAL PLANNING, CODE COMPLIANCE &amp; TRANSIT EXPENDITURES:</b>	<b>\$724,685</b>	<b>\$606,658</b>	<b>\$625,400</b>	<b>\$489,761</b>	
<b>QNIP</b>						
0011701-570020	QNIP DEBT SERVICE	\$153,423	\$153,423	\$153,423	\$153,423	
	<b>TOTAL QNIP EXPENDITURES:</b>	<b>\$153,423</b>	<b>\$153,423</b>	<b>\$153,423</b>	<b>\$153,423</b>	

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

ACCOUNT NUMBER	ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 ADOPTED BUDGET	COMMENTS
<b>BUILDING</b>						
0012402-512000	REGULAR SALARIES	\$734,502	\$836,564	\$745,969	\$0	Salaries for Building staff and Inspectors. Increase due to increase in permit activity
0012402-521000	PAYROLL TAXES	\$55,538	\$64,303	\$57,373	\$0	Calculated based on 7.65% of salaries. Related payroll taxes increase
0012402-522000	FRS CONTRIBUTIONS	\$53,307	\$47,455	\$50,133	\$0	Rate increase from 7.26% to 7.52% thru Jul '17
0012402-523000	HEALTH & LIFE INSURANCE	\$79,159	\$85,960	\$88,748	\$0	Includes medical, dental, vision and life
0012402-523100	WIRELESS STIPEND	\$1,442	\$1,440	\$1,920	\$0	Wireless stipend for Building Official, Chief Building Inspector and Senior Building Inspector, & Facilities Coordinator
0012402-531080	BLDG ELECT RECORDS STO	\$15,532	\$0	\$2,150	\$0	Digitization and printing of large plans
0012402-534000	CONTRACTUAL SERVICES	\$0	\$420	\$420	\$0	Document destruction services
0012402-534110	BUILDING CONTRACTUAL SERVICE	\$2,944	\$0	\$2,500	\$0	Landscaping Plans Reviewer (66 hrs @ \$75/hr)
0012402-540000	BUILDING TRAVEL & PER DIEM	\$0	\$2,500	\$2,500	\$0	Travel to user conference for permitting system
0012402-540010	CAR ALLOWANCE	\$18,021	\$18,000	\$18,000	\$0	Includes car allowance for Building Official, Chief and Senior Building Inspectors
0012402-541000	BUILDING - TELEPHONE & FAX	\$2,708	\$2,028	\$1,965	\$0	Includes Building allocation of Suncom (\$960) and AT&T fire alarm (\$240) and fax (\$1,500)
0012402-543010	BUILDING UTILITIES	\$8,775	\$12,250	\$7,665	\$0	Includes Building allocation of FPL (\$6,760), water & sewer (\$1,430) and waste removal (\$325)
0012402-544010	BUILDING COPIER LEASE	\$1,148	\$1,345	\$1,627	\$0	Building's copier rental and usage
0012402-546000	REPAIR AND MAINTENANCE CONTRACTS	\$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
0012402-546230	CONTINGENCY	\$0	\$34,419	\$0	\$0	Reserve for additional expenses related to increase in permit activity
0012402-546500	SOFTWARE MAINTENANCE	\$57,799	\$28,924	\$30,924	\$0	Includes annual license & support for ITRAKit permitting system (\$33,336) and AutoCAD system (\$700)
0012402-547000	PRINTING & BINDING	\$0	\$600	\$600	\$0	Business cards
0012402-549090	FINANCIAL INSTITUTION FEES	\$0	\$19,800	\$23,712	\$0	Includes bank transaction fees
0012402-549200	BUILDING - REMOTE ACCESS DEVIC	\$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.
0012402-551000	BUILDING OFFICE SUPPLIES	\$654	\$1,080	\$2,500	\$0	Office supplies including copy paper
0012402-552010	BUILDING UNIFORMS & BADGES	\$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

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

ACCOUNT NUMBER	ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 ADOPTED BUDGET	COMMENTS
0012402-555500	NON CAP	\$16,448	\$0	\$0	\$0	-
0012402-564000	MACH & EQUIP	\$0	\$0	\$1,430	\$0	IPADS for new Building Inspectors (4 @ \$625 each) due to increased building activity
<b>SUB-TOTAL BUILDING EXPENDITURES:</b>		<b>\$1,073,750</b>	<b>\$1,185,568</b>	<b>\$1,066,062</b>	<b>\$0</b>	
<b>ZONING</b>						
0012402-512000	REGULAR SALARIES	\$0	\$0	\$0	\$93,380	Salaries for Zoning staff - Planning Technician and Zoning Official. Previously accounted for in Planning in FY16.
0012402-521000	PAYROLL TAXES	\$0	\$0	\$0	\$7,144	Calculated based on 7.65% of salaries.
0012402-522000	FRS CONTRIBUTIONS	\$0	\$0	\$0	\$7,022	Rate increase from 7.26% to 7.52% thru Jul '17
0012402-523000	HEALTH & LIFE INSURANCE	\$0	\$0	\$0	\$10,359	Includes medical, dental, vision and life
<b>SUB-TOTAL ZONING EXPENDITURES</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$117,905</b>	
<b>TOTAL BUILDING &amp; ZONING EXPENDITURES:</b>		<b>\$1,073,750</b>	<b>\$1,185,568</b>	<b>\$1,066,062</b>	<b>\$117,905</b>	
<b>PARKS - COMMUNITY SERVICES</b>						
0017207-512000	REGULAR SALARIES	\$507,223	\$605,148	\$648,390	\$339,950	Department restructured in FY17 to separate Parks and Community Engagement and Outreach
0017207-514000	OVERTIME	\$152	\$1,000	\$1,000	\$1,000	For hourly employee overtime required to support events and activities
0017207-521000	PAYROLL TAXES	\$41,847	\$42,584	\$49,391	\$25,796	Calculated based on 7.65% of salaries
0017207-522000	FRS CONTRIBUTIONS	\$38,550	\$30,511	\$47,006	\$25,564	Rate increase from 7.26% to 7.52% thru Jul '17
0017207-523000	HEALTH & LIFE INSURANCE	\$76,771	\$94,536	\$109,126	\$68,333	Includes medical, dental, vision and life
0017207-523100	WIRELESS STIPEND	\$3,308	\$3,840	\$4,541	\$2,400	Stipend for Chief Operations Director, Arborist, and 3 field operations employees
0017207-531000	PROFESSIONAL SERVICES	\$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
0017207-531080	DIGITAL IMAGING	\$0	\$250	\$0	\$0	eReader replacement units
0017207-540000	MILEAGE REIMB	\$367	\$0	\$0	\$0	Savings due to availability of Town vehicles for staff to use
0017207-546010	VEHICLE REPAIR & MAINTENANCE	\$1,774	\$3,000	\$3,000	\$4,000	Maintenance and repairs of 4 vehicles
0017207-547000	PRINTING EXPENSE	\$70	\$1,500	\$0	\$1,500	Savings due to digital marketing campaigns
0017207-549090	FINANCIAL INSTITUTION FEES	\$0	\$2,600	\$3,190	\$0	Includes credit card transaction fees and bank fees for Parks
0017207-549093	CREDIT CARD FEES	\$0	\$0	\$0	\$3,500	Includes credit card transaction fees for Parks
0017207-549200	MISCELLANEOUS	\$169	\$200	\$543	\$600	Property taxes for Palm Springs N, Sec A (\$200) and Royal Oaks Security Guard Gate (\$400)

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

ACCOUNT NUMBER	ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 ADOPTED BUDGET	COMMENTS
0017207-549290	PARKS - PERMIT FEES	-\$125	\$800	\$0	\$500	Permits from MDC as needed
0017907-549300	COACHES BACKGROUND CK	\$4,035	\$5,600	\$5,600	\$5,600	Background checks for all program coaches, instructors and volunteers
0017907-549310	CHECK CERTIFICATION CLINIC	\$2,460	\$2,500	\$2,500	\$2,500	Certification provided by National Alliance of Youth Coaches
0017207-552020	VEHICLE FUEL	\$3,641	\$5,000	\$4,079	\$5,000	Fuel, oil for 4 CLS vehicles
	<b>SUB-TOTAL COMMUNITY SERVICES:</b>	<b>\$821,752</b>	<b>\$877,069</b>	<b>\$956,367</b>	<b>\$486,243</b>	
<b>ROYAL OAKS PARK</b>						
0017217-541000	ROYAL OAKS PARK TELECOMMUNICATIONS	\$0	\$11,400	\$9,158	\$11,400	Phones (\$9,000), fire and burglar alarm (\$2,400)
0017217-543000	ROYAL OAKS PARK UTILITIES	\$101,186	\$93,880	\$87,936	\$90,880	FPL (\$73,000), water and sewer (\$3,000) and waste removal (\$14,880)
0017217-546000	ROP MAINTENANCE CONTRACT	\$356,292	\$325,500	\$324,846	\$358,050	Grounds Maintenance Contract (\$291,500); Janitorial pending contract (\$66,550)
0017217-546003	ROP REPAIRS & MAINTENANCE (GROUNDS)	\$43,637	\$65,000	\$56,800	\$65,000	General grounds repairs including irrigation, sod, electrical, plumbing and field equipment
0017217-546300	ROP OPERATING COSTS (FACILITY)	\$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)
0017217-555500	ROP-FUR & EQUIP / NON CAP	\$0	\$0	\$0	\$5,000	Non-capital outlay replacement
0017217-563000	INFRASTRUCTURE	\$0	\$0	\$8,200	\$0	FY16 include park signage
0017217-569000	ROYAL OAKS PARK IMPROV	\$24,788	\$0	\$0	\$0	Facility and Grounds improvements
	<b>SUB-TOTAL ROYAL OAKS PARK:</b>	<b>\$578,113</b>	<b>\$519,280</b>	<b>\$510,440</b>	<b>\$566,830</b>	
<b>PARK EAST YOUTH CENTER</b>						
0017227-512000	SALARIES	\$0	\$0	\$0	\$30,000	Current salary and wages
0017227-521000	PAYROLL TAXES	\$0	\$0	\$0	\$2,295	Calculated based on 7.65% of salary
0017227-522000	FRS RETIREMENT CONTRIBUTION	\$0	\$0	\$0	\$2,256	Rate increase from 7.26% to 7.52% thru Jul '17
0017227-523000	HEALTH & LIFE INSURANCE	\$0	\$0	\$0	\$10,191	Includes medical, dental, vision and life
0017227-534010	JANITORIAL	\$0	\$38,880	\$31,228	\$30,600	Janitorial service
0017227-541000	TELECOMMUNICATIONS	\$0	\$1,632	\$2,661	\$2,960	Phones, fire and burglar alarm
0017227-543000	UTILITIES	\$0	\$42,600	\$14,911	\$18,000	FPL (\$9,200), water and sewer (\$4,000) and waste removal (\$4,800)
0017227-546000	MAINTENANCE CONTRACT	\$0	\$7,120	\$13,120	\$16,485	Base grounds contract (\$16,365) and Orange Pest Control (\$120)
0017227-546003	REPAIRS & MAINTENANCE (GROUNDS)	\$0	\$5,000	\$5,000	\$5,000	General grounds repairs including irrigation, sod and landscape repairs

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ACCOUNT NUMBER	ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 ADOPTED BUDGET	COMMENTS
0017227-546300	OPERATING COSTS (FACILITY)	\$6	\$12,500	\$12,500	\$12,500	Operating costs for facility handyman/general repairs (\$7,500), Electrical (\$2,500), Plumbing (\$2,500)
0017227-549200	MISCELLANEOUS EXPENSE	\$0	\$0	\$2,664	\$0	-
0017227-553090	PARKS IMPROVEMENT / NON CAP	\$0	\$5,000	\$5,000	\$5,000	Facility and Grounds improvements
	<b>SUB-TOTAL PARK EAST YOUTH CENTER:</b>	<b>\$6</b>	<b>\$112,732</b>	<b>\$87,083</b>	<b>\$135,287</b>	
<b>PARK WEST - MARY COLLINS COMMUNITY CENTER</b>						
0017237-534010	JANITORIAL	\$39,180	\$38,880	\$38,880	\$42,768	Contract for janitorial services
0017237-541000	TELECOMMUNICATIONS	\$0	\$1,632	\$1,926	\$2,000	Phones fire and burglar alarm
0017237-543000	UTILITIES	\$48,158	\$22,100	\$21,970	\$22,100	FPL, waste, water and sewer
0017237-546000	REPAIR & MAINTENANCE CONTRACT	\$53,400	\$20,100	\$20,100	\$21,195	Base grounds contract (\$20,985) and Orange Pest control (\$210)
0017237-546003	REPAIR AND MAINTENANCE (GROUNDS)	\$256,897	\$7,500	\$7,500	\$7,500	General grounds repair, irrigation, sod, landscaping and maintenance, handyman services
0017237-546300	REPAIR AND MAINTENANCE (FACILITY)	\$212	\$27,000	\$27,000	\$27,000	General facility, MEPs, HVAC repairs, Electrical, handyman services
0017237-553090	PARKS IMP - OPERATING	\$54,525	\$20,000	\$20,000	\$20,000	Grounds improvement including irrigation, landscaping and sod
0017237-563000	INFRASTRUCTURE	\$0	\$0	\$16,000	\$0	FY16 include park signage
0017237-569000	PARKS - CAP OUTLAY	\$7,146	\$20,000	\$4,000	\$0	-
	<b>SUB-TOTAL MINI PARK - WEST:</b>	<b>\$459,518</b>	<b>\$157,212</b>	<b>\$157,376</b>	<b>\$142,563</b>	
<b>MIAMI LAKES OPTIMIST PARK</b>						
0017247-541000	MIAMI LAKES OPTIMIST TELECOMMUNICATIONS	\$0	\$11,025	\$8,300	\$11,025	Phones fire and burglar alarm
0017247-543000	MIAMI LAKES OPTIMIST UTILITIES	\$117,636	\$132,300	\$112,897	\$132,300	FPL, waste, water and sewer.
0017247-546000	MIAMI LAKES OPTIMIST PARK MAINTENANCE	\$497,777	\$499,000	\$496,504	\$499,900	Contract with Brightview (\$499,900) including janitorial and pressure cleaning of dock
0017247-546003	REPAIRS AND MAINTENANCE (GROUNDS)	\$0	\$32,000	\$32,000	\$36,000	General grounds repairs including, irrigation, sod, electrical, plumbing and handyman services
0017247-546300	REPAIRS AND MAINTENANCE (FACILITY)	\$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)
0017247-553055	MIAMI LAKES PARK MARINA OPERATIONS	\$264	\$1,500	\$5,000	\$1,500	Bait & tackle
0017247-553090	MIAMI LAKES PARK/IMPROVEMENTS	\$37,185	\$20,000	\$20,000	\$20,000	Park and facility improvements including athletic equipment
	<b>SUB -TOTAL MIAMI LAKES OPTIMIST PARK:</b>	<b>\$652,893</b>	<b>\$707,825</b>	<b>\$686,701</b>	<b>\$716,725</b>	

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

ACCOUNT NUMBER	ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 ADOPTED BUDGET	COMMENTS
<b>MINI PARKS</b>						
0017257-543000	UTILITIES	\$0	\$20,000	\$17,859	\$22,000	FPL (\$16,000), water and sewer (\$6,000)
0017257-546000	MAINTENANCE CONTRACT	\$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
0017257-546003	REPAIRS & MAINTENANCE (GROUNDS)	\$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)
0017257-546025	MINI PARKS-TREE TRIMMING	\$34,564	\$25,000	\$25,000	\$27,500	Various contracts to supplement off year of three year trimming cycle
0017257-555500	FURNITURE & NON CAPITAL OUTLAY	\$0	\$5,000	\$2,060	\$5,000	Pocket parks and playground amenities replacement as needed
0017257-555500	PARK IMPROVEMENT - INFRASTRUCTURE	\$0	\$0	\$2,940	\$0	-
	<b>SUB-TOTAL MINI PARKS:</b>	<b>\$34,649</b>	<b>\$327,000</b>	<b>\$332,922</b>	<b>\$351,147</b>	
<b>BARBARA GOLEMAN</b>						
0017267-546080	BARBARA GOLEMAN MAINT	\$4,000	\$4,000	\$4,000	\$4,000	Per agreement
	<b>SUB-TOTAL BARBARA GOLEMAN :</b>	<b>\$4,000</b>	<b>\$4,000</b>	<b>\$4,000</b>	<b>\$4,000</b>	
	<b>TOTAL PARKS - COMMUNITY SERVICES</b>	<b>\$2,550,930</b>	<b>\$2,705,118</b>	<b>\$2,734,888</b>	<b>\$2,402,795</b>	
<b>COMMUNITY ENGAGEMENT AND OUTREACH</b>						
<b>LEISURE SERVICES</b>						
0017907-512000	SALARIES	\$3,069	\$40,000	\$33,833	\$289,224	Department restructured in FY17 to separate Parks and Community Engagement and Outreach
0017907-521000	PAYROLL TAXES	\$235	\$0	\$2,588	\$22,126	Calculated based on 7.65% of salaries
0017907-522000	FRS RETIREMENT CONTRIBUTION	\$0	\$0	\$2,480	\$21,750	Rate increase from 7.26% to 7.52% thru Jul '17
0017907-523000	HEALTH & LIFE INSURANCE	\$0	\$0	\$0	\$30,572	Includes medical, dental, vision and life
0017907-523100	WIRELESS STIPEND	\$0	\$0	\$0	\$1,440	Stipend for Director, 1 Leisure Services Manager and 1 Events Coordinator
0017907-548202	YOUTH CENTER COMMUNITY PROGRAMS	\$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)

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

ACCOUNT NUMBER	ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 ADOPTED BUDGET	COMMENTS
0017907-549403	TOWN COMMUNITY PROGRAMS	\$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)
0017907-552010	UNIFORMS	\$29	\$1,040	\$1,040	\$1,040	Includes all parks staff uniforms
	<b>SUB-TOTAL LEISURE SERVICES:</b>	<b>\$21,933</b>	<b>\$61,796</b>	<b>\$60,697</b>	<b>\$391,047</b>	
<b>ECONOMIC DEVELOPMENT</b>						
0017937-512000	SALARIES	\$0	\$0	\$0	\$22,700	Salary and Wages allocated @ 50% for Communications and 50% Economic Development
0017937-549300	PAYROLL TAXES	\$0	\$0	\$0	\$1,737	Calculated based on 7.65% of salary
0017937-522000	FRS RETIREMENT CONTRIBUTION	\$0	\$0	\$0	\$1,690	Rate increase from 7.26% to 7.52% thru Jul '17
0017937-523000	HEALTH & LIFE INSURANCE	\$0	\$0	\$0	\$0	Includes medical, dental, vision and life
0017937-523100	WIRELESS STIPEND	\$0	\$0	\$0	\$240	-
	<b>SUB-TOTAL ECONOMIC DEVELOPMENT:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$26,367</b>	
<b>COMMUNICATIONS</b>						
0017947-512000	SALARIES	\$0	\$0	\$0	\$22,700	Salary and Wages allocated @ 50% for Communications and 50% Economic Development
0017947-549300	PAYROLL TAXES	\$0	\$0	\$0	\$1,737	Calculated based on 7.65% of salary
0017947-522000	FRS RETIREMENT CONTRIBUTION	\$0	\$0	\$0	\$1,690	Rate increase from 7.26% to 7.52% thru Jul '17
0017947-523000	HEALTH & LIFE INSURANCE	\$0	\$0	\$0	\$0	Includes medical, dental, vision and life
0017947-523100	WIRELESS STIPEND	\$0	\$0	\$0	\$240	-
	<b>SUB-TOTAL COMMUNICATIONS:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$26,367</b>	
<b>SPECIAL EVENTS</b>						
0017957-512000	SALARIES	\$0	\$0	\$0	\$58,384	Current Salary and Wages
0017957-549300	PAYROLL TAXES	\$0	\$0	\$0	\$4,466	Calculated based on 7.65% of salary
0017957-522000	FRS RETIREMENT CONTRIBUTION	\$0	\$0	\$0	\$4,390	Rate increase from 7.26% to 7.52% thru Jul '17
0017957-523000	HEALTH & LIFE INSURANCE	\$0	\$0	\$0	\$17,582	Includes medical, dental, vision and life
0017957-523100	WIRELESS STIPEND	\$0	\$0	\$0	\$480	cell phone allowance
0017957-549418	SPEC EVENTS VETERANS DAY	\$6,870	\$7,150	\$7,150	\$6,000	Veterans Day Parade supplies. FY16 Donations received to offset expenses
0017957-549421	SPEC EVENTS 4TH JULY	\$25,000	\$25,000	\$25,000	\$25,000	Fireworks contract
0017957-549422	OTHER EVENTS - 15 YEAR TOWN ANNIV	\$0	\$23,750	\$24,640	\$0	FY16 Donations received for the Town's 15-yr anniversary celebration
	<b>SUB-TOTAL SPECIAL EVENTS:</b>	<b>\$31,870</b>	<b>\$55,900</b>	<b>\$56,790</b>	<b>\$116,303</b>	

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

ACCOUNT NUMBER	ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 ADOPTED BUDGET	COMMENTS
<b>COMMITTEES</b>						
<b>NEIGHBORHOOD IMPROVEMENT COMMITTEE</b>						
0011551-548159	LAKE LAKE AWARENESS MONTH	\$0	\$200		\$200	
0011551-548159	LAKE TESTING	\$0	\$850		\$850	
0011551-548159	HOA QUARTERLY HOA PROJECTS	\$117	\$100		\$100	
0011551-548159	LITT ANTI LITTER CAMPAIGN	\$0	\$1,500		\$1,500	
0011551-548159	THE HOUSE/BUSINESS MONTH CONTEST	-\$52	\$0		\$0	
	<b>TOTAL NEIGHBORHOOD IMP COMMITTEE:</b>	<b>\$64</b>	<b>\$2,650</b>	<b>\$2,650</b>	<b>\$2,650</b>	
<b>CULTURAL AFFAIRS COMMITTEE</b>						
0017307-548151	ARTPA ART IN THE PARKS	\$0	\$4,197		\$0	
0017307-548151	BASEL ART BASEL MIAMI LAKES	\$0	\$0		\$1,500	
0017307-548151	BLACK BLACK HISTORY MONTH CONCERT	\$0	\$0		\$2,750	
0017307-548151	FILM CLASSIC FILM IN THE PARK	\$0	\$0		\$2,650	
0017307-548151	WOMEN WOMEN HISTORY MONTH	\$0	\$0		\$1,250	
0017307-548151	SCOT SCOTTISH AMERICAN HERITAGE MONTH	\$0	\$0		\$600	
0017307-548151	BOOK BOOK READING	\$591	\$553		\$750	
0017307-548151	CAROL CHRISTMAS CAROLING	\$0	\$0		\$0	
0017307-548151	COF CONCERT ON THE FAIRWAY	\$12,144	\$12,700		\$10,500	
0017307-548151	CON CONCERTS	\$4,504	\$7,500		\$4,500	
0017307-548151	CAR SHOW	\$0	\$0		\$0	
0017307-548151	DANCE COUNTRY WESTERN/SQUARE DANCE	\$0	\$1,900		\$0	
0017307-548151	EARTH DAY	\$0	\$0		\$0	
0017307-548151	FT FISHING	\$0	\$0		\$500	
0017307-548151	FOUR FOURTH OF JULY	\$12,385	\$12,000		\$11,500	
0017307-548151	HISP HISPANIC HERITAGE	\$0	\$450		\$10,500	
0017307-548151	MISC MISCELLANEOUS EXPENSES	\$0	\$0		\$0	
0017307-548151	PC PAINTING COMPETITION	\$0	\$0		\$0	
0017307-548151	S FLI SPRING FLING(PAINT A PICTURE)	\$492	\$600		\$600	
	<b>TOTAL CULTURAL AFFAIRS COMMITTEE:</b>	<b>\$30,116</b>	<b>\$39,900</b>	<b>\$39,900</b>	<b>\$47,600</b>	
<b>ECONOMIC DEVELOPMENT COMMITTEE</b>						
0011571-549200	MARKET MARKETING MATERIALS	\$18,337	\$5,400		\$7,000	
0011571-549200	ML CH MISC EXPENSES	\$0	\$7,000		\$7,000	
0011571-549200	REALT REALTOR EVENTS	\$0	\$5,200		\$5,200	
0011571-549200	TRADE SHOW - BIO FLORIDA	\$0	\$1,600		\$0	
0011571-549200	SHOWS MISC EXPENSES	\$100	\$3,000		\$3,000	
	<b>TOTAL ECONOMIC DEVELOPMENT COMMITTEE:</b>	<b>\$18,437</b>	<b>\$22,200</b>	<b>\$22,200</b>	<b>\$22,200</b>	

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

ACCOUNT NUMBER	ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 ADOPTED BUDGET	COMMENTS
<b>EDUCATIONAL ADVISORY BOARD</b>						
0017407-548156	AP LANGUAGE ARTS PROGRAM	\$16,653	\$26,000		\$26,000	
0017407-548156	DIREC DIRECT INSTRUCTION TUTORING	\$19,000	\$5,000		\$0	
0017407-548156	FRIEN FRIENDS OF THE LIBRARY	\$4,000	\$4,000		\$4,000	
0017407-548156	IMAG IMAGINATION LIBRARY	\$1,760	\$2,000		\$2,000	
0017407-548156	MISC. MISC. EXPENSES	\$661	\$300		\$300	
0017407-548156	SAT/ SAT/ACT PREP COURSES	\$4,021	\$4,000		\$4,000	
0017407-548156	STEM ELECTIVE COURSES	\$0	\$17,000		\$10,000	
0017407-548156	EVENT TOWN EVENTS	\$0	\$0		\$2,000	
0017407-548156	TEST STANDARDIZED TESTING SUPPORT	\$0	\$0		\$10,000	
	<b>TOTAL EDUCATIONAL ADVISORY BOARD:</b>	<b>\$46,095</b>	<b>\$58,300</b>	<b>\$58,300</b>	<b>\$58,300</b>	
<b>ELDERLY AFFAIRS COMMITTEE</b>						
0017417-548150	FORU COMMUNITY FORUMS	\$1,840	\$3,500		\$1,500	
0017417-548150	HF EAC - HEALTH FAIR	\$2,491	\$1,000		\$500	
0017417-548150	MEET MEETING EXPENSES	\$67	\$0		\$0	
0017417-548150	METET MEET & EAT	\$4,419	\$5,000		\$4,000	
0017417-548150	MISC MISC EXPENSE	\$0	\$0		\$2,500	
0017417-548150	SENIO SENIOR FIELD TRIP	\$4,722	\$6,500		\$6,000	
0017417-548150	SRSOF SENIOR SOFTBAL	\$0	\$0		\$0	
0017417-548150	SRSO SENIOR SOCIAL	\$14,232	\$20,500		\$19,000	
	<b>TOTAL ELDERLY AFFAIRS COMMITTEE:</b>	<b>\$30,258</b>	<b>\$40,000</b>	<b>\$40,000</b>	<b>\$36,000</b>	
<b>YOUTH ACTIVITIES TASK FORCE</b>						
0017427-548154	BR BICYCLE RODEO	\$2,996	\$1,000		\$2,500	
0017427-548154	BOARD BOARD GAME NIGHTS	\$2,984	\$0		\$0	
0017427-548154	FIT FAIR	\$321	\$0		\$0	
0017427-548154	FISHI FISHING CLINIC	\$299	\$0		\$0	
0017427-548154	HHH HALLOWEEN HAUNTED HOUSE	\$4,661	\$8,650		\$8,500	
0017427-548154	HIST HISTORICAL SCAVENG	\$1,561	\$0		\$0	
0017427-548154	JUST JUST RUN	\$1,590	\$1,000		\$1,000	
0017427-548154	KITE GO FLY A KITE	\$467	\$0		\$0	
0017427-548154	MLR MIAMI LAKES ROCKS	\$8,219	\$3,962		\$0	
0017427-548154	MP MOVIES IN THE PARK	\$14,367	\$19,149		\$21,000	
0017427-548154	SPRIN SPRING FLING	\$3,793	\$4,834		\$6,000	
0017427-548154	SPORT SPORTS PALOOZA/PRO SPORTS DAY	\$0	\$0		\$1,000	
0017427-548154	SUMMER YOUTH EMPL INITIATIVE	\$0	\$250		\$1,000	
0017427-548154	WINTERFEST	\$0	\$7,500		\$0	
	<b>TOTAL YOUTH ACTIVITIES TASK FORCE:</b>	<b>\$41,257</b>	<b>\$46,345</b>	<b>\$46,345</b>	<b>\$41,000</b>	

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

ACCOUNT NUMBER	ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 ADOPTED BUDGET	COMMENTS
<b>PUBLIC SAFETY COMMITTEE</b>						
0012122-548157	PUBLIC SAFETY COMMITTEE	\$125	\$250		\$0	
0012122-548157	BRKF POLICE APPRECIATION BREAKFAST	\$1,485	\$1,000		\$1,000	
0012122-548157	CERT C.E.R.T TRAINING	\$0	\$0		\$250	
0012122-548157	EDUCATIONAL MATERIALS	\$0	\$750		\$750	
	<b>TOTAL PUBLIC SAFETY COMMITTEE:</b>	<b>\$1,610</b>	<b>\$2,000</b>	<b>\$2,000</b>	<b>\$2,000</b>	
<b>VETERANS AFFAIRS COMMITTEE</b>						
0017437-548158	CARE PACKAGE DRIVE	\$0	\$850		\$1,000	
0017437-548158	DED C DEDICATION CEREMONY-VETS MEM	\$162	\$0		\$0	
0017437-548158	FLAG FLAG RETIREMENT CEREMONY	\$134	\$100		\$100	
0017437-548158	MM MARLINS FIELD TRIP-MILITARY MONDAY	\$0	\$500		\$0	
0017437-548158	PLAQU PURCH TREES W/PLAQUES	\$798	\$900		\$900	
0017437-548158	V COM VETERANS COMMITTEE SHIRTS	\$204	\$0		\$0	
0017437-548158	VET J VETERANS JOB FAIR	\$83	\$0		\$0	
	<b>TOTAL VERTERANS AFFAIRS COMMITTEE:</b>	<b>\$1,381</b>	<b>\$2,350</b>	<b>\$2,350</b>	<b>\$2,000</b>	
	<b>TOTAL COMMITTEES EXPENDITURES:</b>	<b>\$169,219</b>	<b>\$213,745</b>	<b>\$213,745</b>	<b>\$211,750</b>	
	<b>TOTAL COMMUNITY ENGAGEMENT AND OUTREACH EXPENDITURES</b>	<b>\$223,021</b>	<b>\$331,441</b>	<b>\$331,232</b>	<b>\$771,834</b>	
<b>PUBLIC WORKS</b>						
<b>PUBLIC WORKS ADMINISTRATION</b>						
0014104-512000	REGULAR SALARIES	\$102,413	\$109,500	\$113,807	\$119,500	50% funding for Chief of Operations and 50% Public Works Director salaries
0014104-512006	ADMINISTRATIVE SUPP TO STORMWA	-\$30,000	\$0	\$0	\$0	Director support of Stormwater Program
0014104-521000	PAYROLL TAXES	\$7,946	\$8,166	\$8,496	\$8,931	Calculated based on 7.65% of salaries
0014104-522000	FRS CONTRIBUTIONS	\$7,279	\$5,969	\$8,026	\$8,234	Rate increase from 7.26% to 7.52% thru Jul '17
0014104-523000	HEALTH & LIFE INSURANCE	\$10,783	\$8,504	\$9,517	\$10,945	Includes medical, dental, vision and life
0014104-523100	WIRELESS STIPEND	\$515	\$480	\$480	\$480	Stipend for PW Director
0014104-531300	TOWN ENGINEER	\$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
0014104-534110	PERMITS PLAN REVIEW	\$25,403	\$38,000	\$38,000	\$38,000	Independent Contractor for plans review and inspections
0014104-546010	VEHICLE REPAIR & MAINTENANCE	\$3,232	\$4,000	\$4,000	\$4,000	Maintenance for 2 PW vehicles

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

ACCOUNT NUMBER	ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 ADOPTED BUDGET	COMMENTS
0014104-549141	UNDERGROUND UTILITY LOCATION	\$22,438	\$27,240	\$24,549	\$27,240	High Tech (\$25,920), Sunshine state one call (\$1,320)
0014104-549200	PW MISCELLANEOUS	\$3,830	\$0	\$5,000	\$5,000	Removal of holiday banners
0014104-552000	OPERATING SUPPLIES	\$3,084	\$3,000	\$3,000	\$3,000	banners, chlorine, tools, materials for field work
0014104-552010	UNIFORMS	\$40	\$40	\$125	\$40	Includes 1 shirt for PW Director
0014104-552020	VEH OPERATING & MAINT	\$2,357	\$3,000	\$3,619	\$3,000	Fuel and lubricants for 2 PW vehicles
0014104-555500	FURN & EQUIP NON CAPITAL	\$3,999	\$4,000	\$4,000	\$4,000	FY17 Signage, barricades and other PW equipment. New trailer purchased in FY16
<b>SUB-TOTAL PUBLIC WORKS ADMINISTRATION:</b>		<b>\$193,013</b>	<b>\$247,099</b>	<b>\$273,819</b>	<b>\$257,370</b>	
<b>PW - GREEN SPACE</b>						
0014124-543010	RIGHT OF WAY ELECTRICITY	\$9,514	\$11,000	\$9,942	\$11,000	Electricity for entrance features, fountains and pumps
0014124-543020	WATER	\$44,072	\$51,000	\$71,518	\$65,000	water and sewer
0014124-546000	REPAIR & MAINTENANCE	\$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)
0014124-546001	PUBLIC WORK ENTRY MAINT	\$2,280	\$4,700	\$4,700	\$4,700	Includes maintenance (\$2,700) and painting (\$2,000) of 3 features: 67th, 154th and 87th
0014124-546002	EXTERMINATION SERVICES	\$1,250	\$3,000	\$3,000	\$3,000	Extermination of rodents, bees, dead animals, etc
0014124-546020	PW TREE REMOVAL	\$16,950	\$20,000	\$20,000	\$20,000	Removal of invasive, hazardous or dead trees
0014124-546025	TREE TRIMMING	\$130,916	\$170,000	\$170,000	\$170,000	Per contract based on three year cycle; 5700 trees per cycle
0014124-546030	NEW TREE PLANTING	\$15,340	\$62,500	\$50,000	\$50,000	Tree planting
0014124-546035	TREE REPLACEMENT PROG-BLACK OL	\$15,180	\$0	\$0	\$0	Remove black olive trees and replace with a variety of other species
0014124-549170	BEAUTIFICATION PLAN	\$25,989	\$30,000	\$30,000	\$0	Non capital beautification of major corridor and swales (irrigation/sod)
<b>SUB-TOTAL PW-GREEN SPACE:</b>		<b>\$763,656</b>	<b>\$862,200</b>	<b>\$865,314</b>	<b>\$846,947</b>	
<b>TOTAL PUBLIC WORKS EXPENDITURES:</b>		<b>\$956,670</b>	<b>\$1,109,299</b>	<b>\$1,139,133</b>	<b>\$1,104,317</b>	

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

ACCOUNT NUMBER	ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 ADOPTED BUDGET	COMMENTS
<b>NON-DEPARTMENTAL</b>						
0011371-592490	EX ORD ITEM, PUBLIC OFFICIALS LEGAL REIMB	\$0	\$460,000	\$460,000	\$0	FY16 Settlement of Mayor's legal fees (\$460,000)
0011371-593490	SPECIAL ITEM, FEMA REIMB	\$0	\$747,000	\$746,705	\$0	FY16 Reimbursement of Wilma hurricane expenses to FEMA due to disallowances
0011371-581001	RESERVE FOR LITIGATION/SETTLEMENT	\$0	\$127,500	\$0	\$0	-
	<b>TOTAL NON-DEPARTMENTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$1,334,500</b>	<b>\$1,206,705</b>	<b>\$0</b>	
<b>TOTAL GENERAL FUND EXPENDITURES</b>		<b>\$16,438,995</b>	<b>\$19,887,127</b>	<b>\$19,321,605</b>	<b>\$15,787,601</b>	



## **Special Revenue Funds**

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Transportation Gas Tax  
Transit – (PTP 20%)  
Tree Ordinance – Black Olive Removal  
Peoples’ Transportation Plan (PTP 80%)  
Mobility Fee Trust Account  
Impact Fees Fund  
Building Department Fund  
Special Revenues - Other

# Town of Miami Lakes FY 2016-17 Adopted Budget

## Special Revenue Fund Detail

Special Revenue Funds are established to account for revenues that are restricted by statute or ordinance for a specific purpose.

### Local Option Gas Tax

Pursuant to Florida Statute 336.025(1)(a), the Local Option Gas tax is derived from the six (6) cents tax imposed by Miami-Dade County on every gallon of motor and diesel fuel sold in the county. For FY 2016-17, the Town anticipates receiving approximately \$425,500 in revenues.

This funding is restricted for transportation related activities which includes sidewalk replacement (\$175,000), road system maintenance (\$100,000), pressure cleaning (\$85,000), ADA compliance of our public rights-of-way (\$30,000), pothole repairs (\$20,000), signage replacement and striping of crosswalks (\$15,500). This budget has no reserves.

### Performance Measures

The principal measures of performance for Gas Tax funding are the square footage of sidewalks pressure cleaned, and the cumulative number of potholes/sinkholes and street signs repaired.

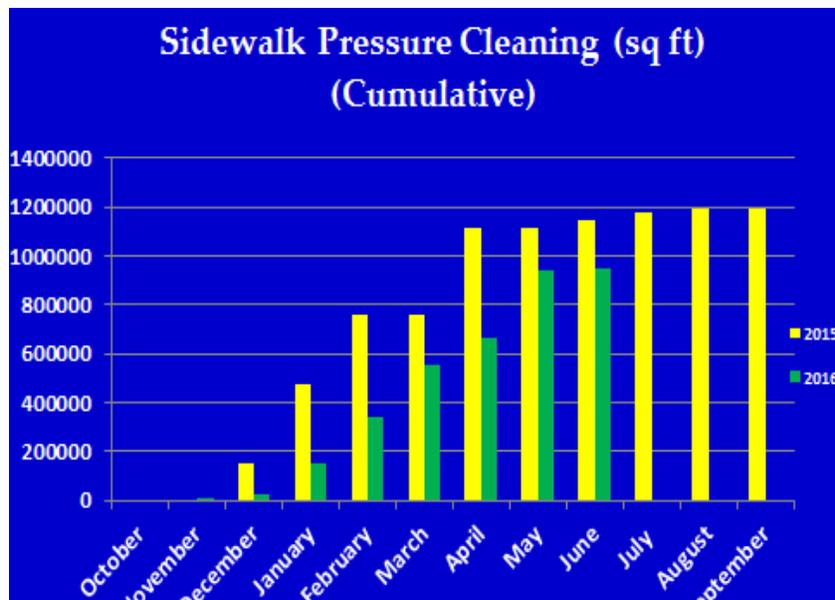
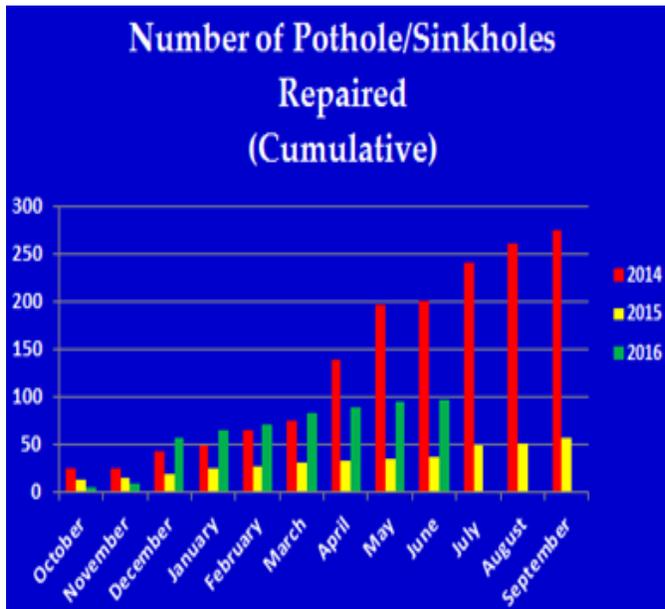
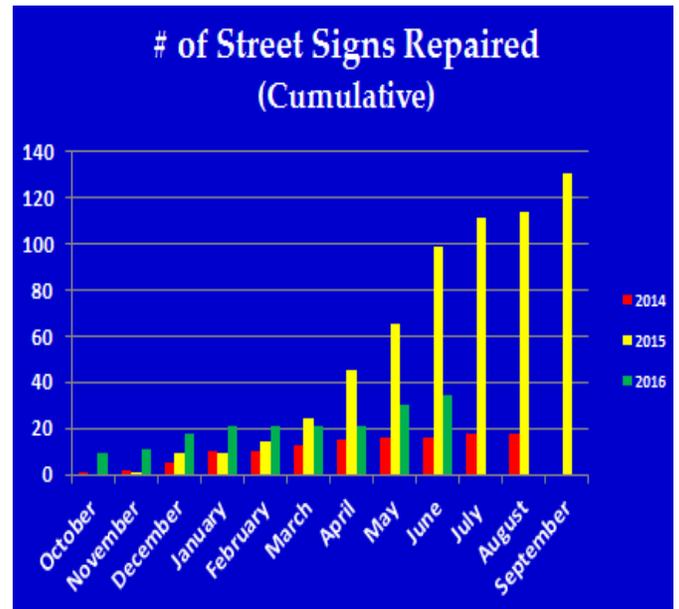


Fig.1: Cumulative number of sidewalks pressure cleaned reported in square feet. Areas cleaned in FY16 include the Town's major corridors such as NW 154<sup>th</sup> Street, Miami Lakeway N and S, NW 82<sup>nd</sup> Avenue and Fairway Drive, as well as the Downtown streets.

## *Town of Miami Lakes FY 2016-17 Adopted Budget*



**Fig.2:** The number of pothole/sinkholes repaired at the end of the 3<sup>rd</sup> quarter of FY16 was 96. Potholes typically develop in wet and mucky conditions. This measure has increased from the previous fiscal year due to the completion of significant roadway and drainage projects which include resurfacing of roadways.



**Fig.3:** The number of street signs repaired is a relatively new measure for the Public Works Department. A total of 34 street signs have been repaired as at the end of the 3<sup>rd</sup> quarter of FY16.

### *People's Transportation Plan*

Pursuant to Florida Statute 212.055 (1) Miami-Dade County levies a half-cent discretionary sales surtax on sales, use, rentals, admissions and other transactions as specified in the Statute. The Citizen's Independent Transportation Trust (CITT) administers, collects and distributes the surtax proceeds to the municipalities. The Town anticipates receiving \$1,155,000 for FY2016-17. PTP funds are allocated and restricted to 80% transportation activities and 20% transit activities.

The People's Transportation Plan total Adopted budget for FY2016-17 is \$1,090,216 and includes the 80% share of revenues (\$925,000) and prior year carry-over funds of \$165,216. This is used to fund street lighting utilities (\$280,000), repairs and maintenance of street lights not owned by FPL (\$110,000), and the conversion of approximately 915 Town-owned High Pressure Sodium (HPS) cobra head street lights to Light Emitting Diode (LED) lights (\$385,000). It is expected that the LED streetlight conversion program will reduce energy cost by approximately 65% or \$26,000,

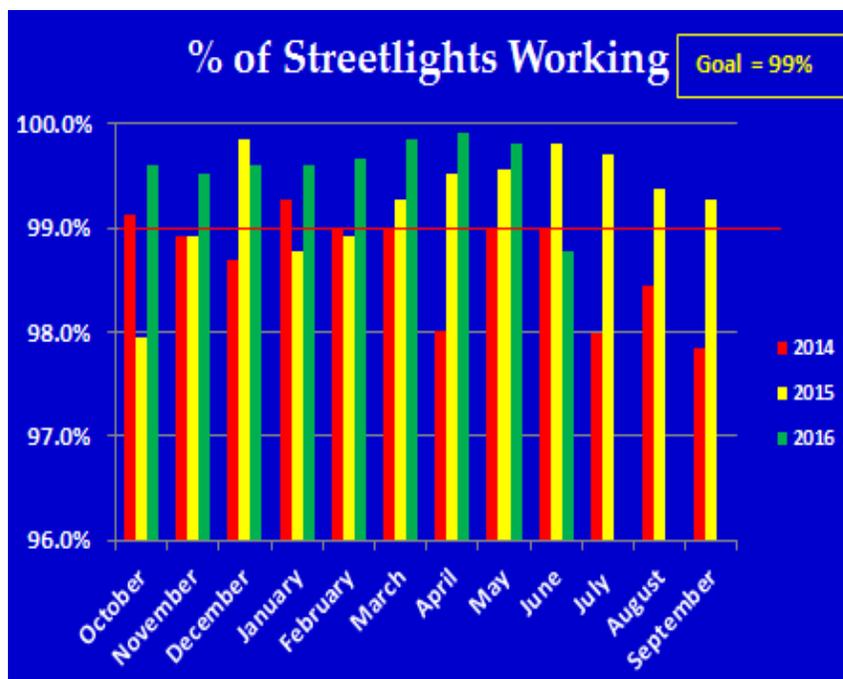
## Town of Miami Lakes FY 2016-17 Adopted Budget

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.

Funding is also allocated for traffic studies related to the implementation of projects identified at the Transportation Summit (\$50,000), maintenance of our greenway bike paths (\$25,000), transfer to the Capital Projects Fund for transportation related improvement projects (\$26,276), and staffing at 50% of cost to manage the program. This fund has a reserve of \$88,859.

### Performance Measures

The principal measure of performance for PTP funded activities is the percentage of street lights working.



**Fig.4:** There are currently 2,046 street lights in the Town of Miami Lakes. Over the 3<sup>rd</sup> quarter of FY16, approximately 99.5% of street lights were working (an average of only 7 street lights not working per month). The Town continues to work with FPL to enhance the quality of service being provided to our residents.

### Transit

As mentioned above, at least 20% of the half-cent sales discretionary surtax proceeds are to be used specifically for transit related

## Town of Miami Lakes FY 2016-17 Adopted Budget

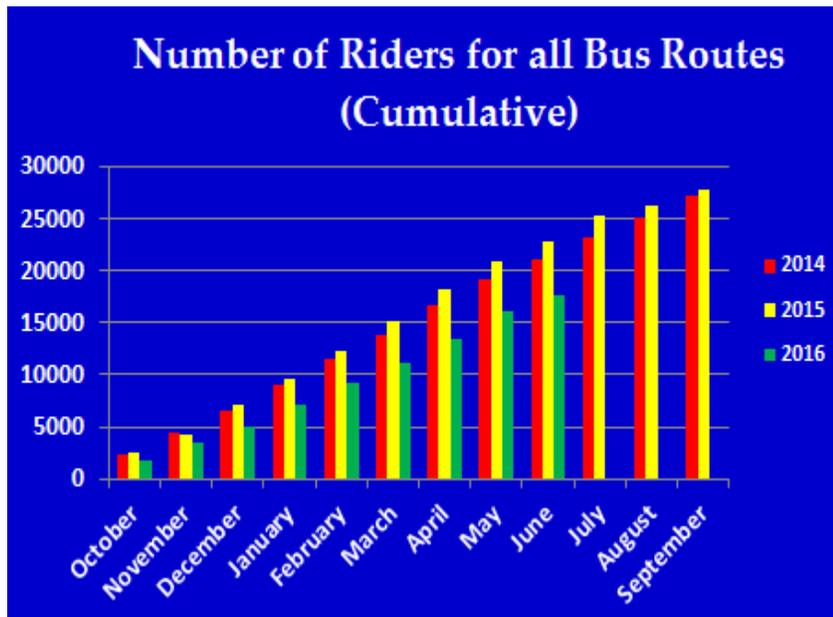
operations. The total budget for FY2016-17 is \$747,853 which includes the 20% PTP share of \$230,000 and \$517,853 in prior year carry-over funds.

The Town's two circulator buses (the 'Moover') were launched in July 2012 to provide safe and efficient transportation service to the community and to ensure the availability of public transportation service to the general public via a fixed route system. The Moovers are fully funded by transit sales tax at approximately \$193,550 and currently operates 5 days per week on fixed routes during morning and evening peak periods. The buses were recently installed with a GPS and video camera surveillance system which will increase passenger safety and ensure that best practices and security standards are being met.

The budget also provides for traffic studies as needed, (\$25,000), repair, maintenance and insurance of 23 bus shelters and bus stop signs (\$38,950), the production of marketing materials to support the transit program (\$20,000), administrative expenses and for staffing at 50% of costing to manage the program as well as transit and traffic issues and other expenses (\$92,830). This fund has \$377,523 in reserves.

### Performance Measures

The principal measure of performance for Transit Surtax (PTP 20%) funded function is ridership.



**Fig.5:** Cumulative number of riders for all bus routes. The chart reflects a decrease in ridership for FY2016 as a result of a more accurate passenger tracking.

## *Town of Miami Lakes FY 2016-17 Adopted Budget*

### *Tree Removal Program*

In an effort to conserve, promote, protect, restore and improve the tree canopy of the Town, Ordinance No. 12-151 requires a permit for tree removals. In addition, black olive trees in the Town are a nuisance and the Town has a 15-year replacement program for the removal of these trees in phases to mitigate the impact to the tree canopy. The approach is to remove trees designated to be dead, critical or in poor condition first, and then proceed to the majority of trees that are in fair condition. Residents can expedite the removal of a tree that is in fair condition by opting for the Expedited Tree Removal Program. Revenues from the program are estimated at \$10,000 which will offset the cost of removing and replacing those trees. In addition, the Town has allocated \$11,416 and a carryforward fund balance of \$7,391 for a total budget of \$28,807 for tree removal. To fully fund the 15-year replacement plan, the program would need to be funded at approximately \$85,000 per year.

### *Mobility Fee Trust Account Fund*

Ordinance #16-192 establishes a mobility fee that will fund multi-modal transportation improvements and encourage development that better mitigate impacts on the transportation system, in lieu of the traditional transportation concurrency fee. The Mobility Fee is applied to all development projects that apply for a building permit and/or certificate of use and is paid directly to the Town prior to the issuance of the building permit or certificate of use. The fee is calculated as outlined in the Mobility Fee Ordinance and deposited to a Mobility Fee Trust Account Fund. The funds are restricted for infrastructure capital improvements and improving the multimodal network as identified in the Town's Capital Improvement Element (CIE) of the Comprehensive Plan.

For FY 2016-17 revenues are estimated at \$50,000 and a carryforward fund balance of \$650,000 for a total budget of \$700,000. This amount is earmarked to fund the Adaptive Signalization Program (\$360,000) and design of two underpass bridges at 146<sup>th</sup> Street and 159<sup>th</sup> Street (\$340,000) that are budgeted in the Capital Projects Fund.

### *Impact Fee Fund*

Pursuant to Section 163.31801 of the Florida Statute, impact fees are an important source of revenue for a local government to use in funding the infrastructure necessitated by new growth. Impact fees are paid by developers to offset

## *Town of Miami Lakes FY 2016-17 Adopted Budget*

the cost to adequately serve the impacts and demands of new development. Fees are collected by Miami-Dade County on behalf of the Town and the revenues are captured in the Impact Fee Fund to fund capital improvements, capital facility and capital equipment attributable to new developments.

Two types of Parks impact fees are collected: 1) to offset the impact of residential development on park open space, and 2) to address the need for improvements to local park property. Revenues for FY2017 are estimated at \$10,000 for each type and a carryforward fund balance of \$2,119,457 for a total budget of \$2,139,457. A transfer of \$370,000 is budgeted in the Capital Projects Fund for improvements to MLOP Marina and Storage Facility (\$220,000), Implementation of MLOP Masterplan (\$100,000) and parks furniture (\$50,000). The Fund has a Reserve of \$1,769,459 for future parks projects.

Public Safety (Police) impact fees are intended to offset the cost of additional capital resources required to maintain adequate police protection for the existing population and to accommodate projected population growth due to new development. Revenues for FY2017 are estimated at \$16,000 and a carryforward fund balance of \$420,955 for a total budget of \$436,955. \$150,000 will be transferred to the Capital Projects Fund for the purchase and installation of an emergency generator and the construction of a generator room at Government Center. A generator is needed in the event of a hurricane, as the Council Chamber is hardened and able to withstand Category 5 hurricane winds and is the Town's Emergency Operations Center in the event of a storm. The Fund has a Reserve of \$286,955 for future public safety improvement projects.

# *Town of Miami Lakes FY 2016-17 Adopted Budget*

## *Building Department Fund Detail*

### *Building Department Fund*

The Building Department safeguards public health, safety and general welfare through the administration and enforcement of the Florida Building Code

to ensure the highest level of building code compliance. The Department performs plan review for all commercial and residential construction, mandatory inspections for all phases of construction to ensure compliance with building safety regulations, collects permit fees and issues permits for residential and commercial construction, issues Certificates of Completion, Certificates of Occupancy and Business Tax Receipts.

Per State Statute, fees generated by the Building Department are restricted for building permitting and inspection activities. The Adopted Budget for FY2016-17 separates the Building department activities from the General Fund, and a new Building Department Fund created to more accurately account for the receipts of building permit fees, related revenues and expenditures. Zoning function revenues and expenses, as well as Business Tax Receipt revenues and expenditures remain in the General Fund as these functions are not regulated by the Florida Building Code.

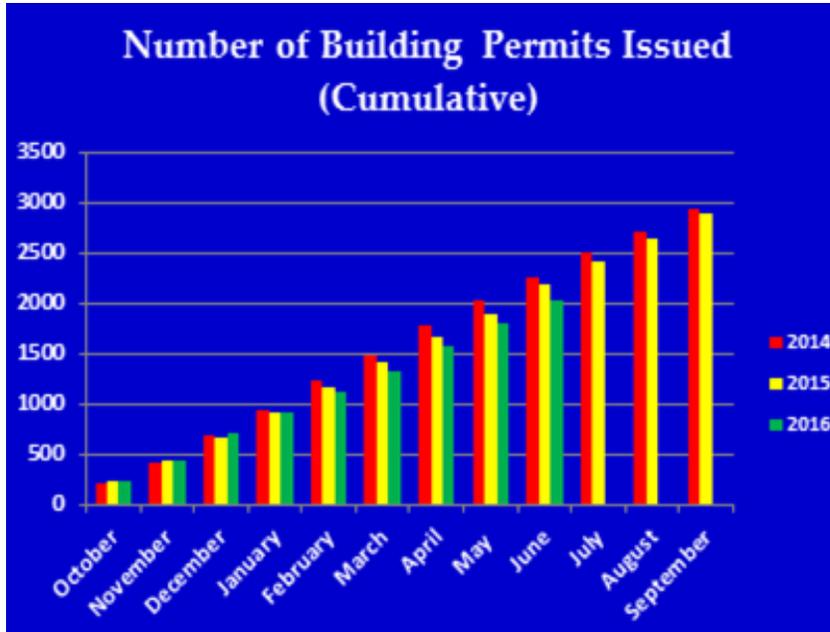
The FY 2016-17 Proposed Budget for the Building Department Fund totals \$2,645,508 which is a net increase of \$1,459,940 over FY16 Amended Budget due to two new residential developments which began in FY 2016 and are expected to continue through at least FY 2018. Revenues include an estimated \$2,480,000 in building permit fees, technology fee of \$120,000, building permit violation fee and lost plans \$55,000 and a deficit in carryforward fund balance of \$9,492.

The operating cost for FY 2016-17 is \$1,388,499 and includes eight full-time employees, an increase in contractual services for building inspection and plans review in support of the new residential construction as mentioned above, licensing and support of the Building permitting software TRAKiT, credit card transaction fees, and other miscellaneous expenses. In addition, the Building Fund reimburses the General Fund \$125,364 for administrative support provided by the General Fund. This fund has a reserve of \$1,257,009. The reserve will be drawn down as the two major developments progress through the permitting process over the next several years.

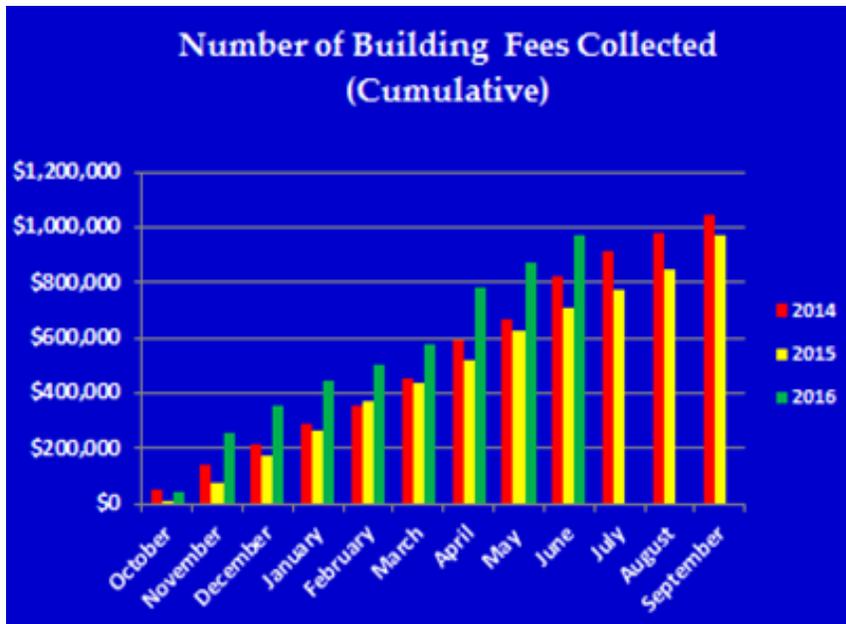
# Town of Miami Lakes FY 2016-17 Adopted Budget

## Performance Measures

The principal measures of performance for the Building Department Fund are the number of building permits issued, the amount of fees collected and the number of inspections conducted. There are other key measures that the Town monitors internally, such as the turn-around time for permit review to ensure that all inspections are performed within 24 hours of being requested.

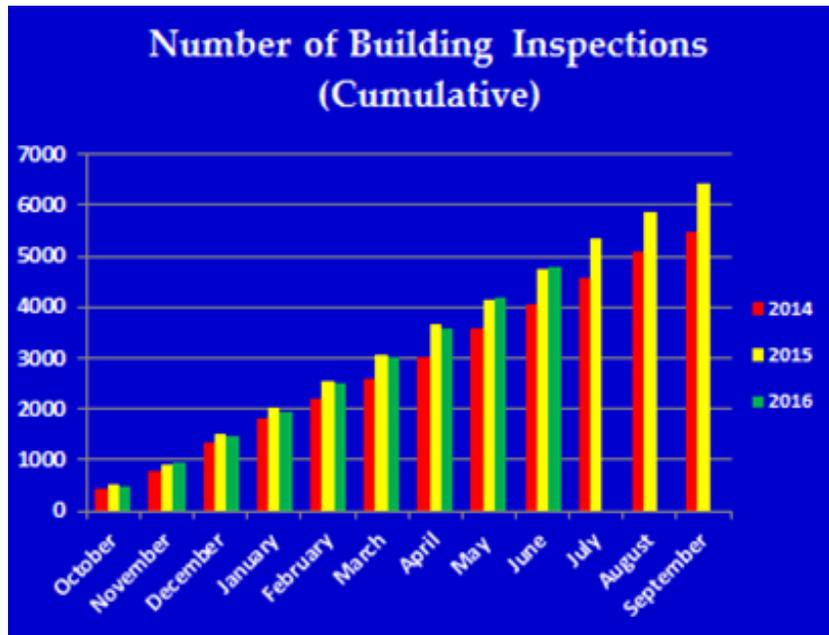


**Fig.6:** Cumulative number of Building Permits issued over the last three years has decreased in comparison to previous fiscal years. The total number of permits issued in FY16 year-to-date totals 2,041, of which 729 were issued in the third quarter. It is expected to increase with the two new residential developments coming online.



**Fig.7:** Cumulative amount of Building Permit Fees collected totals \$969,628 in FY16 year-to-date, of which \$272,363 was collected in the 3<sup>rd</sup> quarter only. The increase is due to larger permits associated with large developments such as the Ana G. Mendez University and the Cypress Village development. This is a great indication of the Town's economic growth.

## Town of Miami Lakes FY 2016-17 Adopted Budget



**Fig.8:** The cumulative number of Building Inspections performed in FY16 has been consistent with the prior year, and has increased in comparison to FY 2014. A total of 4,767 inspections were conducted in FY16 year-to-date and the Building Department is diligently working harder than ever to continue to provide excellent service, while keeping up with the increased number of requests.

**TOWN OF MIAMI LAKES**  
**FY 2016-17 ADOPTED BUDGET**  
**SPECIAL REVENUE FUNDS**  
Revenue and Expenditure by Line Item

ACCOUNT NUMBER	ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 ADOPTED BUDGET	COMMENTS
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**SPECIAL REVENUE FUND**

**TRANSPORTATION GAS TAX**

REVENUE

1014134-312410	1ST LOCAL OPT GAS TAXES - 6c	\$405,223	\$389,440	\$391,341	\$425,500	Based on Dept of Revenue estimate
1014134-370003	SR TRANSP BUDGET CARRYFORWARD	\$0	\$9,464	\$9,464	\$0	
<b>TOTAL REVENUES</b>		<b>\$405,223</b>	<b>\$398,904</b>	<b>\$400,805</b>	<b>\$425,500</b>	

EXPENDITURE

1014134-531355	TRANSP- ADA COMPLIANCE	\$24,500	\$30,000	\$30,000	\$30,000	Sidewalk repairs for ADA compliance
1014134-546190	ROADS - POTHOLE REPAIRS	\$18,563	\$15,000	\$15,000	\$20,000	Continuation of town-wide pothole repairs
1014134-546191	SIDEWALK PRESSURE CLEANING	\$89,893	\$75,000	\$76,901	\$85,000	Sidewalks throughout Town and main roads
1014134-546200	ROADS - SIDEWALK REPLACEMENT	\$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
1014134-546210	ROADS - STRIPING & SIGNS	\$24,392	\$10,000	\$16,000	\$15,500	Sign replacement and crosswalk improvement
1014134-546230	ROADS - CONTINGENCY	\$0	\$0	\$0	\$0	Contingency for transportation project needs
1014134-553400	TRANSP - ROAD SYSTEM MAINT	\$130,985	\$98,904	\$98,904	\$100,000	60% roadway repairs and 40% median repairs (Irrigation and non-capital beautification improvements)
<b>TOTAL EXPENDITURES</b>		<b>\$502,641</b>	<b>\$398,904</b>	<b>\$400,805</b>	<b>\$425,500</b>	

**TRANSIT**

REVENUE

101-331490	FTA-SRTA HYBRID BUS	\$1,506	\$0	\$0	\$0	-
1014414-335180	TRANSPORTATION 20% SALES TAX	\$234,441	\$215,000	\$224,911	\$230,000	20% of Half Cent Surtax for transit use only
101-334402	STATE GRANT BUS OPERATING	\$30,044	\$0	\$0	\$0	-
101-334127	TRAFFIC STUDY GRANT	\$32,000	\$0	\$3,761	\$0	-
1014414-370006	SR TRANSIT BUDGET CARRYFORWARD	\$0	\$677,804	\$677,804	\$517,853	Prior year fund balance carryforward
<b>TOTAL REVENUES</b>		<b>\$297,991</b>	<b>\$892,804</b>	<b>\$906,477</b>	<b>\$747,853</b>	

EXPENDITURE

1014414-512000	REGULAR SALARIES	\$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%)
1014414-521000	PAYROLL TAXES	\$2,689	\$3,175	\$2,931	\$3,882	Calculated based on 7.65% of salaries
1014414-522000	FRS CONTRIBUTIONS	\$2,572	\$2,264	\$2,808	\$3,816	Rate increase from 7.26% to 7.52% thru Jul '17
1014414-523000	HEALTH AND LIFE INSURANCE	\$3,945	\$8,888	\$7,409	\$20,382	Includes medical, dental, vision and life
1014414-531390	TRAFFIC STUDIES	\$41,245	\$25,000	\$10,000	\$25,000	Traffic studies as needed

**TOWN OF MIAMI LAKES**  
**FY 2016-17 ADOPTED BUDGET**  
**SPECIAL REVENUE FUNDS**  
Revenue and Expenditure by Line Item

ACCOUNT NUMBER	ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 ADOPTED BUDGET	COMMENTS
1014414-534141	TRANSIT BUS CIRCULATOR CO	\$203,606	\$117,351	\$118,938	\$124,950	Operation for Moover service
1014414-534142	TRANSIT BUS SHELTER INS	\$20,662	\$22,950	\$22,950	\$22,950	Insurance for buses and bus shelters
1014414-540000	TRAVEL & PER DIEM	\$439	\$1,500	\$500	\$1,500	Tolls, mileage, airfare to meetings & conferences
1014414-546000	TRANSIT BUS SHELTERS REPAIRS & MAINT	\$8,415	\$15,000	\$22,000	\$16,000	Repair and maintenance of 23 bus shelters (\$10,000) and bus stop signs (\$6,000)
1014414-546007	GPS REPAIR AND MAINTENANCE	\$0	\$3,700	\$3,500	\$8,600	Annual maintenance on GPS (\$1,700), monthly tracking (\$5,400) and repairs to cameras (\$1,500)
1014414-546010	TRANSIT BUS REPAIR AND MAINTENANCE	\$0	\$44,320	\$40,371	\$35,000	Maintenance and repair service including parts, labor and storage fee
1014414-546230	CONTINGENCY	\$0	\$461,166	\$0	\$377,523	Contingency for transit project needs
1014414-548000	MARKETING PROMOTIONAL SUPPORT	\$9,599	\$20,000	\$10,000	\$20,000	Production of marketing materials and promotional support for Transit Program
1014414-549350	TRANSIT ADMIN PROG EXP5%	\$11,722	\$10,750	\$11,000	\$11,500	Administrative expense
1014414-552020	FUEL, GAS, OIL	\$0	\$45,240	\$23,351	\$25,000	Fuel for 2 transit buses
1014414-554010	EDUCATION & TRAINING	\$165	\$1,000	\$2,000	\$1,000	Training
1014414-564025	BUS STOP SIGNS	\$0	\$64,000	\$64,000	\$0	-
1014414-564026	GLOBAL POSITIONING SYSTEM	\$2,040	\$5,000	\$8,558	\$0	Internal/external cameras for circulators
<b>TOTAL EXPENDITURES</b>		<b>\$343,571</b>	<b>\$892,804</b>	<b>\$388,624</b>	<b>\$747,853</b>	

**IMPACT FEES - POLICE**

<b>REVENUE</b>						
1012102-324220	IMPACT FEES - PUBLIC SAFETY	\$20,474	\$0	\$0	\$0	
1012102-370005	SPEC REV POLICE BUD CARRYFWD	\$0	-\$138,536	-\$138,536	-\$138,536	
<b>TOTAL REVENUES</b>		<b>\$20,474</b>	<b>-\$138,536</b>	<b>-\$138,536</b>	<b>-\$138,536</b>	<b>CLOSE OUT TO IMPACT FEE FUND</b>
<b>EXPENDITURE</b>						
1012102-580001	POLICE IMPACT FEE EXP	\$0	-\$138,536	\$0	-\$138,536	
1012102-591050	TRANSFER OUT - CIP FUND	\$0	\$0	\$0	\$0	
<b>TOTAL EXPENDITURES</b>		<b>\$0</b>	<b>-\$138,536</b>	<b>\$0</b>	<b>-\$138,536</b>	<b>CLOSE OUT TO IMPACT FEE FUND</b>

**TREE ORDINANCE - BLACK OLIVE REMOVAL PROGRAM**

<b>REVENUE</b>						
1012412-329401	BLACK OLIVE PROGRAM - FEE	\$0	\$0	\$7,518	\$5,000	
1012412-329402	TREE REMOVAL PROGRAM - FEE	\$672	\$0	\$5,733	\$5,000	
1012412-381119	TRANSF IN FROM GENERAL FUND	\$0	\$0	\$0	\$11,416	Funding to expedite removal of Black Olive and other trees.
1012412-370007	BUDGET CARRYFORWARD	\$0	\$6,140	\$6,140	\$7,391	
<b>TOTAL REVENUES</b>		<b>\$672</b>	<b>\$6,140</b>	<b>\$19,391</b>	<b>\$28,807</b>	

**TOWN OF MIAMI LAKES**  
**FY 2016-17 ADOPTED BUDGET**  
**SPECIAL REVENUE FUNDS**  
Revenue and Expenditure by Line Item

ACCOUNT NUMBER	ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 ADOPTED BUDGET	COMMENTS
<b>EXPENDITURE</b>						
1012412-531205	BLACK OLIVE TREE PROGRAM	\$0	\$6,140	\$12,000	\$28,807	
1018108-591040	TRANSFER OUT - GEN FUND	\$0	\$0	\$0	\$0	
	<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$6,140</b>	<b>\$12,000</b>	<b>\$28,807</b>	
<b>PEOPLE'S TRANSPORTATION PLAN (PTP 80%)</b>						
<b>REVENUE</b>						
1014114-335185	TRANSPORTATION 80% PTP	\$937,764	\$850,000	\$893,690	\$925,000	80% of Half Cent Surtax allocation
1014114-361100	INTEREST EARNINGS	\$3,226	\$500	\$0	\$0	Interest income from Investment Portfolio
1014114-381300	TRANSFER IN FROM GENERAL FUND	\$0	\$176,384	\$176,384	\$0	FY16 Reimbursement for Series 2010 Debt service payment
1014114-370002	SR TRANSPORTATION BUDGET CARRYFORWARD	\$0	\$355,921	\$255,922	\$165,216	Prior year fund balance carryforward
	<b>TOTAL REVENUES</b>	<b>\$940,990</b>	<b>\$1,382,805</b>	<b>\$1,325,996</b>	<b>\$1,090,216</b>	
<b>EXPENDITURE</b>						
1014114-512000	REGULAR SALARIES	\$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%)
1014114-521000	PAYROLL TAXES	\$0	\$0	\$0	\$3,882	Calculated based on 7.65% of salaries
1014114-522000	FRS CONTRIBUTIONS	\$0	\$0	\$0	\$3,817	Rate increase from 7.26% to 7.52% thru Jul '17
1014114-523000	HEALTH AND LIFE INSURANCE	\$0	\$0	\$0	\$20,382	Includes medical, dental, vision and life
1014114-531000	PROFESSIONAL SERVICES	\$0	\$0	\$17,000	\$20,000	LED Lights Implementation
1014114-531391	TRANSPORTATION STUDIES	\$0	\$137,780	\$137,780	\$50,000	Traffic studies related to Transportation Summit implementation
1014114-543010	STREET LIGHTING UTILITIES	\$272,241	\$270,000	\$268,162	\$280,000	Street lighting utility expense
1014114-546000	STREET LIGHTING REPAIRS AND MAINT	\$102,429	\$110,000	\$110,000	\$110,000	Maintenance and repairs of street lights not owned by FPL
1014114-546008	BIKEPATH/GREENWAY REPAIR & MAINT	\$0	\$15,000	\$26,000	\$25,000	Repair and maintenance of greenway bike path
1014114-546230	CONTINGENCY	\$0	\$223,850	\$0	\$88,859	Contingency for Transportation project needs and bike path repair & maintenance.
1014114-549350	ADMIN PTP EXP 5%	\$46,888	\$42,500	\$42,500	\$46,250	Administrative expense
1014114-563612	LED LIGHT RETROFIT	\$0	\$0	\$0	\$365,000	Street light retrofit program
1014114-591020	TRANSFER OUT- CIP PARKS	\$121,500	\$0	\$0	\$0	-
1014114-591020	TRANSFER CAPITAL-TRANSPORTATION	\$178,500	\$130,000	\$130,000	\$26,276	Transfer to Capital Projects Fund for transportation projects. FY16 transfer for pedestrian crosswalks
1014114-591036	TRANSFER CAPITAL-STORMWATER	\$0	\$300,000	\$300,000	\$0	Transfer to Capital Fund for drainage/roadway
1014114-591061	TRANSFER TO SERIES 2013	\$47,046	\$153,675	\$129,338	\$0	-
	<b>TOTAL EXPENDITURES</b>	<b>\$768,604</b>	<b>\$1,382,805</b>	<b>\$1,160,780</b>	<b>\$1,090,216</b>	

**TOWN OF MIAMI LAKES**  
**FY 2016-17 ADOPTED BUDGET**  
**SPECIAL REVENUE FUNDS**  
Revenue and Expenditure by Line Item

ACCOUNT NUMBER	ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 ADOPTED BUDGET	COMMENTS
<b>MOBILITY FEE TRUST ACCOUNT FUND</b>						
<b>REVENUE</b>						
1014184-329002	MOBILITY FEE	\$0	\$650,000	\$650,000	\$50,000	
101 370008	BUDGET CARRYFORWARD	\$0	\$0	\$0	\$650,000	
	<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$650,000</b>	<b>\$650,000</b>	<b>\$700,000</b>	
<b>EXPENDITURE</b>						
1014184 546230	CONTINGENCY RESERVES	\$0	\$650,000	\$0	\$0	-
1014184 591041	TRANSFER TO CAPITAL-TRANSPORTATION	\$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)
	<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$650,000</b>	<b>\$0</b>	<b>\$700,000</b>	
<b>SPECIAL REVENUES - OTHER</b>						
<b>REVENUE</b>						
101 329003	CONTRIBUTION FROM DEVELOPER	\$0	\$300,000	\$300,000	\$0	Contribution for educational purposes
101 370009	BUDGET CARRYFORWARD	\$0	\$0	\$0	\$300,000	
	<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$300,000</b>	
<b>EXPENDITURE</b>						
1011361 581040	TRANSFER TO GENERAL FUND	\$0	\$0	\$0	\$0	Transfer to Education Advisory Board Committee for Barbara Goleman and Bob Graham Elementary school activities
1011361 546230	CONTINGENCY FOR EDUCATION	\$0	\$300,000	\$0	\$300,000	-
	<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$300,000</b>	<b>\$0</b>	<b>\$300,000</b>	
<b>TOTAL SPECIAL REVENUE FUND REVENUES:</b>		<b>\$1,665,350</b>	<b>\$3,492,117</b>	<b>\$3,464,133</b>	<b>\$3,153,840</b>	
<b>TOTAL SPECIAL REVENUE FUND EXPENDITURES:</b>		<b>\$1,614,817</b>	<b>\$3,492,117</b>	<b>\$1,962,208</b>	<b>\$3,153,840</b>	

**TOWN OF MIAMI LAKES**  
**FY 2016-17 ADOPTED BUDGET**  
**IMPACT FEES FUND**  
Revenue and Expenditure by Line Item

ACCOUNT NUMBER	ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 ADOPTED BUDGET	COMMENTS
<b>IMPACT FEES FUND</b>						
<b>PARKS IMPACT FEES</b>						
<b>REVENUES</b>						
105-324270 POS	PARKS IMPACT FEES - OPEN SPACE	\$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)
105-324270 PIMP	PARKS IMPACT FEES - IMPROVEMENTS	\$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)
1057207-370001	PARKS BUDGET CARRYFORWARD	\$0	\$0	\$0	\$2,119,457	Prior year fund balance carryforward
	<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$2,469,957</b>	<b>\$2,469,957</b>	<b>\$2,139,457</b>	
<b>EXPENDITURES</b>						
1057207-591035	TRANSFER TO CPF - PARKS	\$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)
1057207-581000 POS	CONTINGENCY - OPEN SPACE	\$0	\$1,220,895	\$0	\$1,230,895	Reserve for future projects
1057207-581000 PIMP	CONTINGENCY - IMPROVEMENTS	\$0	\$898,562	\$0	\$538,562	Reserve for future projects
	<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$2,469,957</b>	<b>\$350,500</b>	<b>\$2,139,457</b>	
<b>PUBLIC SAFETY IMPACT FEES</b>						
<b>REVENUES</b>						
1052102-324220	PUBLIC SAFETY IMPACT FEES	\$0	\$452,800	\$452,800	\$16,000	FY16 Police impact fees from Dunnwoody Lakes Project (\$258,964) and Graham's Downtown Development (\$177,836)
1052102-370015	PUBLIC SAFETY BUDGET CARRYFORWARD	\$0	\$0	\$0	\$420,955	
	<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$452,800</b>	<b>\$452,800</b>	<b>\$436,955</b>	
<b>EXPENDITURES</b>						
1052102-564000	POLICE IMPACT FEE EXP	\$0	\$10,000	\$7,080	\$0	FY16 security camera.
1052102-546230	CONTINGENCY	\$0	\$418,035	\$0	\$286,955	Reserve for public safety improvement projects
1052102-591022	TRANSFER TO CPF - FACILITIES	\$0	\$24,765	\$24,765	\$150,000	Transfer for Town Hall Emergency Generator
	<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$452,800</b>	<b>\$31,845</b>	<b>\$436,955</b>	
	<b>TOTAL IMPACT FEE FUND REVENUES:</b>	<b>\$0</b>	<b>\$2,922,757</b>	<b>\$2,922,757</b>	<b>\$2,576,412</b>	
	<b>TOTAL IMPACT FEE FUND EXPENDITURES:</b>	<b>\$0</b>	<b>\$2,922,757</b>	<b>\$382,345</b>	<b>\$2,576,412</b>	

**TOWN OF MIAMI LAKES**  
**FY 2016-17 ADOPTED BUDGET**  
**BUILDING DEPARTMENT FUND**  
Revenue and Expenditure by Line Item

ACCOUNT NUMBER	ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 ADOPTED BUDGET	COMMENTS
<b>BUILDING DEPARTMENT FUND</b>						
<b>REVENUE</b>						
107 322110	BUILDING PERMITS - TECHNOLOGY FEE	\$0	\$0	\$0	\$120,000	
107 322111	BUILDING PERMITS - LOST PLANS	\$0	\$0	\$0	\$10,000	
107 322113	BUILDING PERMITS	\$0	\$0	\$0	\$2,480,000	
107 322114	BUILDING PERMITS - VIOLATION FEE	\$0	\$0	\$0	\$45,000	
107 361100	INTEREST INCOME	\$0	\$0	\$0	\$0	
107 370000	FUND BALANCE CARRYFORWARD	\$0	\$0	\$0	-\$9,492	
<b>TOTAL BUILDING DEPARTMENT REVENUES</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,645,508</b>	
<b>EXPENDITURE</b>						
1072402-512000	REGULAR SALARIES	\$0	\$0	\$0	\$876,621	Salaries for Building staff and Inspectors. Increase due to increase in permit activity
1072402-512999	EMPLOYEE BONUS/COLA	\$0	\$0	\$0	\$9,500	2% COLA effective April 2017
1072402-521000	PAYROLL TAXES	\$0	\$0	\$0	\$67,368	Calculated based on 7.65% of salaries
1072402-522000	FRS CONTRIBUTIONS	\$0	\$0	\$0	\$65,922	Rate increase from 7.26% to 7.52% thru Jul '17
1072402-523000	HEALTH & LIFE INSURANCE	\$0	\$0	\$0	\$100,608	Includes medical, dental, vision and life
1072402-523100	WIRELESS STIPEND	\$0	\$0	\$0	\$1,920	Wireless stipend for Building Official, Chief Building Inspector and Senior Building Inspector, & Facilities Coordinator
1072402-531080	BLDG ELECT RECORDS STORAGE	\$0	\$0	\$0	\$3,000	Digitization and printing of large plans
1072402-534000	CONTRACTUAL SERVICES	\$0	\$0	\$0	\$1,000	Document destruction services
1072402-534110	BUILDING CONTRACTUAL SERVICE	\$0	\$0	\$0	\$7,500	Landscaping Plans Reviewer (100 hrs @ \$75/hr)
1072402-540000	BUILDING TRAVEL & PER DIEM	\$0	\$0	\$0	\$2,500	Travel to user conference for permitting system
1072402-540010	CAR ALLOWANCE	\$0	\$0	\$0	\$18,000	Includes car allowance for Building Official, Chief and Senior Building Inspectors
1072402-541000	BUILDING - TELEPHONE & FAX	\$0	\$0	\$0	\$0	Building's allocation of Suncom (\$936), Phone and fax lines (\$1,734) moved to Facilities Maintenance Fund
1072402-543010	BUILDING UTILITIES	\$0	\$0	\$0	\$0	Building's allocation of FPL (\$5,980), water & sewer (\$1,300) and waste removal (\$242) moved to Facilities Maintenance Fund
1072402-544010	BUILDING COPIER LEASE	\$0	\$0	\$0	\$2,220	Building's copier rental and usage
1072402-546000	REPAIR AND MAINTENANCE CONTRACTS	\$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  
FY 2016-17 ADOPTED BUDGET  
BUILDING DEPARTMENT FUND  
Revenue and Expenditure by Line Item**

ACCOUNT NUMBER	ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 ADOPTED BUDGET	COMMENTS
1072402-546230	CONTINGENCY	\$0	\$0	\$0	\$1,257,008	Reserve for additional expenses related to increase in permit activity
1072432-546500	SOFTWARE MAINTENANCE	\$0	\$0	\$0	\$34,036	Includes annual license & support for ITRAKit permitting system (\$33,336) and AutoCAD system (\$700)
1072402-547000	PRINTING & BINDING	\$0	\$0	\$0	\$600	Business cards
1072402-549070	BUILDING ADMIN SUPPORT	\$0	\$0	\$0	\$125,364	Overhead charges for administrative support of
1072402-549090	FINANCIAL INSTITUTION FEES	\$0	\$0	\$0	\$0	Includes bank transaction fees
1072402-549093	BUILDING - CREDIT CARD FEES	\$0	\$0	\$0	\$18,000	Credit card transaction fees for Building Department - TRAKIT - web and counter
1072432-549200	BUILDING - REMOTE ACCESS DEVIC	\$0	\$0	\$0	\$8,740	Cell phones and data plans for inspector field devices. Floater Ipad (\$480) data plan used for credit card payments.
1072402-551000	BUILDING OFFICE SUPPLIES	\$0	\$0	\$0	\$2,500	Office supplies
1072402-552010	BUILDING UNIFORMS & BADGES	\$0	\$0	\$0	\$4,000	Includes 1 shirt for office staff and 5 shirts for field staff with name and Town logo, raincoats
1072402-554000	BOOKS/PUBLIC/SUBSCRIP/MEM	\$0	\$0	\$0	\$400	South Florida Building Officials memberships (4 Officials @ \$100)
1072402-564000	MACH & EQUIP	\$0	\$0	\$0	\$2,500	IPADS for new Building Inspectors (4 @ \$625 each) due to increased building activity
1072402-591013	TRANSFER TO FACILITIES MAINTENANCE FUND	\$0	\$0	\$0	\$36,201	Building Department's portion of Town Hall building expenses @ 13% of total cost
<b>TOTAL BUILDING DEPARTMENT EXPENDITURES:</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,645,508</b>	



**Electric Utility Tax Revenue  
and  
Debt Service Fund**

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*Town of Miami Lakes FY 2016-17 Adopted Budget*

*Electric Utility Tax Revenue  
and  
Debt Service Fund*

*Electric Utility Tax Revenue*

The Series 2010, Special Obligation Bond Covenant requires that the electrical utility tax revenue is first utilized to make the debt service payment, and

therefore, the Electric Utility Tax Revenue Fund was created to ensure the appropriate capture of the revenue. The Revenue Fund maintains a small contingency for the fees associated with the maintenance of the debt (\$58,563). All unused funds are then transferred back to the General Fund for general operations.

The Total Electric Utility Tax revenue for FY 2016-17 is budgeted at \$2,850,000 of which \$369,579 is transferred to the Debt Service Fund and \$2,480,000 to the General Fund. Financial institution fees and report filing fees are estimated at \$3,550.

*Debt Service Fund*

The Bond and Notes covenants require that all debt service related revenues and expenditures are tracked in a separate fund. This Fund accounts for the servicing of all outstanding long-

term obligations except those payable from Enterprise Funds. The Debt Service Fund includes the Series 2010 Special Obligation Bond for construction of Government Center. The Series 2013 Special Obligation Note for the 154<sup>th</sup> Street Roadway Expansion which was paid in full in May 2016.

The Series 2010 Bond Holder interest payment for FY2016-17 is \$548,499 and the Federal Direct Payment (interest reimbursement) is estimated at \$178,920. The difference between these two amounts (\$369,579) represents the Town's portion of the debt service which is paid using the Electric Utility Tax revenues.

The Special Obligation Note, Series 2013 for 154<sup>th</sup> Street roadway expansion was secured by a lien and pledged funds as provided by the Dunn Development Agreement. As part of the Agreement for the Dunnwoody Lake Property, the developer was obligated to widen 154<sup>th</sup> Street from 87<sup>th</sup> Avenue to 89<sup>th</sup> Avenue from

## *Town of Miami Lakes FY 2016-17 Adopted Budget*

two lanes to four lanes. The agreement also provided the option for the Town to construct the road and then be reimbursed for the expense. On April 23, 2013, in order to expedite the roadway expansion, the Town passed Ordinance 2013-157 authorizing the issuance of Special Obligation Notes, Series 2013 in an aggregate principal amount not to exceed \$2 million to finance the cost of acquisition, construction and equipping of the 154<sup>th</sup> Street roadway project. The developer was required to reimburse the Town for the road construction and for expenses incurred for the issuance and administration of the debt.

In May 2016 the developer reimbursed the Town \$1,828,733.70 for the total cost of the construction including design, construction, engineering services, landscaping, loan issuance, interest, permits and management. The Town in turn paid the Note in full prior to its maturity date. The Special Obligation Note, Series 2013 is paid off.

**TOWN OF MIAMI LAKES**  
**FY 2016-17 ADOPTED BUDGET**  
**ELECTRIC UTILITY TAX REVENUE**  
Revenue and Expenditure by Line Item

ACCOUNT NUMBER	ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 ADOPTED BUDGET	COMMENTS
<b>ELECTRIC UTILITY TAX REVENUE</b>						
<b>REVENUES</b>						
103-314100	ELECTRIC UTILITY SERVICE TAX	\$2,805,937	\$2,745,539	\$2,839,401	\$2,850,000	Utility tax levied on customer's electric bill
103-314101	ELECTRIC UTILITY SERVICE TAX TO GF	-\$2,432,555	-\$2,375,000	-\$2,468,101	-\$2,480,000	Net of debt service to General Fund
103-370000	ELEC UTIL BUDGET CARRYFORWARD	\$0	\$63,242	\$63,242	\$61,692	
103-381210	TRANS GF ELEC UTIL	\$0	\$0	\$1,500	\$0	
103-381215	TRANS FR DEBT SERVICE 2010	\$0	\$0	\$1,550	\$0	
<b>TOTAL REVENUES</b>		<b>\$373,382</b>	<b>\$433,781</b>	<b>\$437,592</b>	<b>\$431,692</b>	
<b>EXPENDITURES</b>						
1038108-546230	CONTINGENCY	\$0	\$64,192	\$0	\$58,563	
1038108-549090	FINANCIAL INSTITUTION FEES	\$0	\$1,350	\$1,350	\$1,350	
1038108-549091	ANNUAL DISSEMINATION AGENT FEE	\$2,000	\$2,000	\$1,500	\$2,000	
1038108-549092	8038 CP FILING FEE	\$0	\$200	\$200	\$200	
1038108-591040	TRANSFER OUT	\$1,550	\$0	\$1,550	\$0	
1038108-591070	TRANSFER TO DEBT SERV FUND	\$369,450	\$366,039	\$371,300	\$369,579	Transfer to pay debt service on Bond, Series 2010
<b>TOTAL EXPENDITURES</b>		<b>\$373,000</b>	<b>\$433,781</b>	<b>\$375,900</b>	<b>\$431,692</b>	

**TOWN OF MIAMI LAKES**  
**FY 2016-17 ADOPTED BUDGET**  
**DEBT SERVICE FUND**  
Revenue and Expenditure by Line Item

ACCOUNT NUMBER	ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 ADOPTED BUDGET	COMMENTS
<b>DEBT SERVICE FUND</b>						
<b>REVENUES</b>						
200-361100	INTEREST INCOME	\$5,721	\$4,500	\$0	\$0	
200-381111	TRANSF FR SRF PTP	\$47,046	\$153,675	\$129,338	\$0	
200-381212	TRANSFER IN FROM ELEC UTIL FD	\$371,000	\$366,039	\$371,300	\$369,579	
200-381213	TRANSF ROAD 13 TO DEBT	\$108,289	\$0	\$0	\$0	
200-381216	TRANSFER IN FROM GENERAL FUND	\$0	\$1,548,580	\$1,549,340	\$0	Transfer to pay off Series 2013 Loan
200-384001	UNREALIZED CAP GAIN/LOSS	\$0	\$0	\$0	\$0	
200-384002	FEDERAL DIRECT PAYMENT	\$177,960	\$177,960	\$178,920	\$178,920	
<b>TOTAL REVENUES</b>		<b>\$710,018</b>	<b>\$2,250,754</b>	<b>\$2,228,898</b>	<b>\$548,499</b>	
<b>EXPENDITURES</b>						
2001721-571000	SERIES 2013 PRINCIPAL	\$105,000	\$1,650,000	\$1,650,000	\$0	Loan principal paid off
2001721-572000	SERIES 2013 INTEREST	\$51,748	\$52,255	\$53,126	\$0	Loan interest paid off
2001731-572000	SERIES 2010 INTEREST	\$548,499	\$548,499	\$548,499	\$548,499	
2001731-591040	TRANSFER OUT - GENERAL FUND	\$15,161	\$0	\$0	\$0	
201731-591071	TRANSFER OUT - ELECTRIC UTILITY REVENUE FUND	\$0	\$0	\$1,550	\$0	
<b>TOTAL EXPENDITURES</b>		<b>\$720,408</b>	<b>\$2,250,754</b>	<b>\$2,253,175</b>	<b>\$548,499</b>	



**Capital Projects Fund  
and  
Five-Year Capital Improvement Plan**

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# *Town of Miami Lakes FY 2016-17 Adopted Budget*

## *Capital Projects Fund Detail*

The Capital Projects Fund is established to account for all resources used for the acquisition of fixed assets or construction of major capital projects. Money is typically transferred to this fund from other funds for these capital projects.

The Capital Projects Budget consists primarily of four programs: Facilities and Equipment, Parks Development, Transportation Improvements and Stormwater Improvements. The FY 2016-17 Capital Projects Budget totals \$4,809,503. The capital projects programmed for FY 2016-17 are as follows:

### *Facilities and Equipment*

- **Emergency Generator**

Funding is allocated for an emergency generator at Government Center (\$174,765); this includes the purchase of the generator and construction of a generator room to be completed prior to the FY 2017 hurricane season. The purchase of the generator was approved in FY16 and the design for the generator room is in progress.

### *Parks Development*

- **Mary Collins Community Center Improvements**

The Mary Collins Community Center was built in 1990 and the exterior bathroom and pavilions were renovated in 2014. The facility is in need of a roof replacement (\$50,000), replacement of existing windows and doors with impact resistant products which will help lower the wind policy for the building (\$75,000), and a new air condition unit that will help lower the energy usage at the facility (\$30,000). The total cost of these improvements is budgeted in FY 2017 at \$155,000.

## *Town of Miami Lakes FY 2016-17 Adopted Budget*

- **Miami Lakes Optimist Park Master Plan**

The Town Council adopted the Miami Lakes Optimist Park Master Plan in 2003; while many of the proposed improvements have been completed, the Plan includes field reconfiguration and a new concession stand and bathroom facility (\$1.5 million), the completion of new sports field lighting (\$1.2 million), rebuilding tennis and basketball courts (\$450,000), and a walking path throughout the park (\$100,000). The total estimated project cost is \$3.2 million depending on site conditions. The FY2017 Budget allocates funds for field design and construction documents to implement the Plan. (\$100,000)

- **West Lake Neighborhood Reforestation**

Total estimated project cost - \$500,000; FY 2017 Budget - \$100,000. The Beautification Master Plan identifies trees per street for reforestation of the West Lakes Neighborhood. The goal is to replace 1/5 of canopy over the next five years with trees that complement the characteristics of each street and are compatible with the available swale areas. The reforestation program will establish a more uniform tree canopy by street in the West Lakes area.

- **Optimist Park Marina and Storage Facility**

Total estimated project cost and FY 2017 Budget - \$220,000. Funding will replace the roof on both the marina and the storage facility, renovate the bathrooms in the storage facility, replace the AC unit for the storage facility office, and replace doors, ice machine, and water fountain, and interior and exterior painting.

- **Mini Parks Furniture**

Total estimated project cost - \$155,000; FY2017 Budget - \$50,000. Consistent with the Beautification Master Plan, funding will replace benches and receptacles with new uniform furniture throughout the pocket parks over the next three years.

## *Town of Miami Lakes FY 2016-17 Adopted Budget*

- **Bridge Park**

Total estimated project cost - \$5.0M; FY2017 Budget - \$25,000. The Town is exploring the potential development of the Miami Lakes Bridge Park located on the I-75 Highway overpass at the western boundary of NW 154<sup>th</sup> Street. The project would extend west from the Town's boundary into the City of Hialeah along NW 154<sup>th</sup> Street and connect to a planned large regional park in Hialeah. The Park will include bike lanes, walking paths and greenery and provide public green and recreational space to benefit existing residents and the adjacent new homes and commercial development.

The FY 2017 funding is to develop an inter-local agreement between the Town and City of Hialeah opposing opening the overpass for vehicular access on NW 154<sup>th</sup> Street over I-75 and supporting the development of the passive bridge park.

### *Transportation & Stormwater Improvements*

The Transportation Improvement Program is based on the results of the Roadway Assessment Report that was completed in 2011; the Stormwater Improvement Program is based on the results of the Stormwater Master Plan Update completed in 2012. These programs were developed to ensure that road resurfacing projects are coordinated with drainage improvements. These projects are funded from State grants, Infrastructure Gas Tax funds, Transportation Sales Tax, Stormwater Utility and Mobility fees.

As part of its Stormwater Master Plan, over the last few years the Town of Miami Lakes has undertaken a series of projects to protect surface water quality and reduce flooding within the Town. These projects are comprised of both roadway and drainage components and the cost is split between the Transportation and Stormwater sub-funds. Drainage projects are completed by resurfacing the roadway, pavement markings, signage and when applicable, landscaping and irrigation. Stormwater improvements typically include the addition of catch basins, French drains, and manholes to provide water quality and quantity treatment. Projects funded in the Adopted FY17 Budget include:

## *Town of Miami Lakes FY 2016-17 Adopted Budget*

- **Lake Sarah/Hilda Roadway and Drainage Improvement**

Total estimated project cost is \$2.0 million; FY 2017 Budget is \$1,321,400 split between Transportation and Stormwater Improvement funds. The project is divided into three phases, with Phases I and II expected to be completed in FY 2017 and Phase III in FY 2018. Phases I and II of the project include the area south of Miami Lakeway South to the 138<sup>th</sup> Street canal and west of 67<sup>th</sup> Avenue to Leaning Pine Drive. The Town was awarded a grant for \$300,000 from Florida Department of Environmental Protection (FDEP) to partially cover the cost of the drainage improvements.

- **Canal Bank Stabilization**

Total Estimated Project Cost is \$3,000,000. FY2017 Budget is \$678,500. The Town obtained a \$1 million grant through the Florida Legislature (via the Florida Department of Environmental Projection, FDEP) to fund Phase I of the Canal Stabilization Project. Phase I of this project stabilizes approximately 3,000 linear feet of the Golden Glades and Peter's Pike canals along the residential side of the canal along NW 170<sup>th</sup> Street from approximately NW 78<sup>th</sup> Avenue to just south of NW 170<sup>th</sup> Street on NW 77<sup>th</sup> Court. Subsequent phases of project would address stabilization of the residential side of the canal along NW 170<sup>th</sup> Street from NW 78<sup>th</sup> Avenue to I-75 and is subject to obtaining State funding. The survey and geotechnical work was completed in FY16 and the project is out to bid for construction. We expect to complete construction of Phase 1 in 2017.

- **Hutchinson Roadway and Drainage Improvement**

Total Project Cost and FY 2017 Budget is \$115,000. This is a minor drainage project.

- **59<sup>th</sup> Avenue Extension, Public Works Storage Yard and Boat Yard**

Estimated Project Cost is \$5.8M. FY 2017 Budget is \$191,334. The Town is in the process of securing approval from the Florida Aviation Administration and South Florida Water Management District to be able to use the property for our intended uses if we were to purchase property from the Miami-Dade Aviation Department. The project will extend 59<sup>th</sup> Avenue over the canal south to Miami Lakes Drive which will include a storage yard for Public Works equipment and materials as well as a boat storage facility for Town residents.

## *Town of Miami Lakes FY 2016-17 Adopted Budget*

- **Windmill Gate Road**

Estimated Project Cost and FY 2017 Budget is \$350,000. As part of the Transportation Improvement Initiative outlined in the Town's Strategic Plan, improvements on Windmill Gate Road at the entrance from NW 67<sup>th</sup> Ave will reduce traffic congestion on 67<sup>th</sup> Avenue and improve the vehicular movement in and out of the Windmill Gate Community, the Miami Lakes Library and adjacent shopping center. Plans were developed in FY 2016 to widen Windmill Gate Road to accommodate an extra lane at approximately \$50,000. FY 2017 allocation provides the funding for construction.

- **NW 77<sup>TH</sup> Court Greenway South of NW 154<sup>th</sup> Street**

Total estimated project cost is \$1,040,000; FY 2017 Budget is \$140,000. FY17 funding is to provide design plans, survey, geotechnical and rights-of way reviews. Construction will be funded by a TAP Grant and will commence in FY 2018 to include greenway, sidewalks, bicycle infrastructure, crosswalks, curb ramp and ADA improvements along 77<sup>th</sup> Court between NW154th Street to the Dog Friendly Recreation Area.

- **NW 154<sup>th</sup> Street and 77<sup>th</sup> Court**

Estimated Project Cost and FY 2017 Budget is \$130,000. As part of the Transportation Improvement Initiative for mobility enhancement, funding is to provide design plans and construct an added 150 feet to the northbound right turn lane at 154<sup>th</sup> Street and 77<sup>th</sup> Court which will allow for additional capacity for turn lane and reduction of traffic congestion.

- **Complete Streets Policy and Implementation Plan**

Estimated Project Cost is TBD; FY 2017 Budget is \$50,000. The first step towards implementing Complete Streets throughout Town is a policy statement and implementation plan funded by a MPO grant \$40,000 with a \$10,000 Town match. Once the Plan is developed, a total project cost estimate will be provided.

- **TAP Grant Projects Design**

Total estimated project cost is \$1,050,000; FY 2017 Budget is \$50,000. The Town was awarded a TAP grant (\$1,000,000) for bicycle and pedestrian improvements. This grant is to fund the construction phase only which will commence in FY 2018 and include sidewalks, bicycle paths, crosswalks, and ADA compliant intersections with curb ramps throughout the Town. FY17 funding is to provide for design plans, survey, engineering and permitting.

## *Town of Miami Lakes FY 2016-17 Adopted Budget*

- **Underpass Bridge at 146<sup>th</sup> Street and Palmetto**

Estimated Project Cost is \$3.9M; FY 2017 Budget is \$170,000. Funding is for the design of a new underpass below the Palmetto Expressway at NW 146<sup>th</sup> Street. The Town will supplement FDOT's design consultant cost to accommodate the Town's request for the new underpass.

- **Underpass Bridge at 160<sup>th</sup> Street and Palmetto**

Estimated Project Cost is \$3.8M; FY 2017 Budget is \$170,000. Funding is for the design of a new underpass below the Palmetto Expressway at 159<sup>th</sup> Street. The Town will supplement FDOT's design consultant cost to accommodate the Town's request for the new underpass.

- **Adaptive Signalization Program**

Total estimated project cost and FY 2017 Budget is \$360,000. The project includes the implementation of a new state-of-the-art traffic light adaptive signalization program to improve traffic flow and roadway congestion on NW 154<sup>th</sup> Street. Funding is for the purchase and installation of adaptive hardware and software at five main intersections of the Town along 154<sup>th</sup> Street between NW 82<sup>nd</sup> Avenue and the Palmetto Expressway. The program allows for synchronization of traffic signals, provides real time surveillance of the signalized intersections, allows adjustment to signal timing and reduces side-street delays.

**TOWN OF MIAMI LAKES**  
**FY 2016-17 ADOPTED BUDGET**  
**CAPITAL PROJECTS FUND**  
Revenue and Expenditure by Line Item

ACCOUNT NUMBER	ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 ADOPTED BUDGET	COMMENTS
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**CAPITAL PROJECTS FUND**

**FACILITIES AND EQUIPMENT IMPROVEMENT**

**REVENUES**

3013903-381114	TRANSFER FROM IMPACT FEE FUND - POLICE	\$0	\$24,765	\$24,765	\$150,000	Transfer for Town Hall Emergency Generator
301-381215	TRANSFER FROM CONSTRUCTION FUND	\$9,875	\$0	\$0	\$0	
3013903-370000 FAC	CAP PROJ BUDGET CARRYFORWARD	\$0	\$158,516	\$158,516	\$136,181	Prior year carryforward fund balance
<b>TOTAL REVENUES</b>		<b>\$9,875</b>	<b>\$183,281</b>	<b>\$183,281</b>	<b>\$286,181</b>	

**EXPENDITURES**

3013903-546004	ART IN PUBLIC PLACES	\$2,406	\$0	\$0	\$0	-
3013903-563000	INFRASTRUCTURE	\$17,268	\$0	\$0	\$0	-
3013903-564000	MACHINERY & EQUIPMENT	\$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
3013903-581040	TRANSFER TO GENERAL FUND	\$0	\$0	\$0	\$111,416	Transfer/Reversal of carryforward funding for generator and enclosure back to the General Fund.
<b>TOTAL EXPENDITURES</b>		<b>\$41,065</b>	<b>\$183,281</b>	<b>\$47,100</b>	<b>\$286,181</b>	

**PARKS IMPROVEMENTS**

**REVENUES**

301-334726	PARKS GRANTS BIKE PATH	\$77,500	\$0	\$0	\$0	-
301-329003	CONTRIBUTION FROM DEVELOPER	\$0	\$200,000	\$200,000	\$0	FY16 Developer contribution for Passive Park development
301-370001	CAP PARKS BUDGET CARRYFORWARD	\$0	\$1,783,996	\$1,783,996	\$308,588	Prior year carryforward fund balance
301-381106	GF TRANS PARKS OTHER	\$595,000	\$0	\$0	\$100,000	Transfer in from General Fund for West Lake Neighborhood Reforestation
301-381107	GF TRANS BEAUTIFCATION GRANT MATCH	\$28,000	\$0	\$0	\$0	
301-381115	TRANS FR PARKS IMPACT FEE FUND	\$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)
301-381302	TRANSF IN-SPEC REVENUE	\$121,500	\$0	\$0	\$0	-
<b>TOTAL REVENUES:</b>		<b>\$822,000</b>	<b>\$2,334,496</b>	<b>\$2,334,496</b>	<b>\$778,588</b>	

**TOWN OF MIAMI LAKES**  
**FY 2016-17 ADOPTED BUDGET**  
**CAPITAL PROJECTS FUND**  
Revenue and Expenditure by Line Item

ACCOUNT NUMBER	ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 ADOPTED BUDGET	COMMENTS
<b>EXPENDITURES</b>						
3017207-563505	DOG PARK	\$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)
3017237-563510	MINI PARKS REHAB TOT LOTS	\$1,200	\$0	\$0	\$0	-
3017207-546230	CIP RESERVE FOR PARKS	\$0	\$0	\$0	\$128,588	Reserve for future parks improvement projects earmarked for FDOT FY17 Beautification Grant match
3017247-563001	IT INFRASTRUCTURE	\$0	\$65,000	\$65,000	\$0	FY16 IT Enhancement at all Parks facilities
3017207-563610	NIC BEAUTIFICATION MATCHING GRANT PROGRAM	\$9,511	\$18,489	\$0	\$0	-
3017207-563003	WEST LAKE NEIGHBORHOOD REFORESTATION PRG	\$0	\$0	\$0	\$100,000	Remove and replace 1/5 of tree canopy in West Lake neighborhood
<b>TOTAL CLS ADMINISTRATIVE PROJECTS:</b>		<b>\$12,728</b>	<b>\$281,489</b>	<b>\$263,000</b>	<b>\$228,588</b>	
3017237-563515	MINI PARKS GREENWAY BIKE PATH	\$75,277	\$0	\$0	\$0	-
3014134-563065	SAFE ROUTES TO SCHOOL	\$0	\$0	\$0	\$0	-
<b>TOTAL GREENWAY AND TRAILS:</b>		<b>\$75,277</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
3017217-562005	ROP BASKETBALL COURT	\$0	\$0	\$0	\$0	-
3017217-562005	ROP PLAYGROUND CANOPY	\$62,053	\$0	\$0	\$0	-
<b>TOTAL ROYAL OAKS PARK PROJECTS:</b>		<b>\$62,053</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
3017227-563536	PLAY PLAYGROUND RENOVATION	\$0	\$138,302	\$138,302	\$0	FY16 Playground Renovation at Park East
3017227-563536	MINI PARKS COMM CENT EAST	\$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.
<b>TOTAL PARK -EAST (YOUTH CENTER):</b>		<b>\$818,575</b>	<b>\$515,900</b>	<b>\$538,302</b>	<b>\$0</b>	
3017237-563537	MINI PARKS COMM CENT WEST	\$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)
<b>TOTAL PARK - WEST (MARY COLLINS):</b>		<b>\$89,443</b>	<b>\$155,000</b>	<b>\$0</b>	<b>\$155,000</b>	

**TOWN OF MIAMI LAKES**  
**FY 2016-17 ADOPTED BUDGET**  
**CAPITAL PROJECTS FUND**  
Revenue and Expenditure by Line Item

ACCOUNT NUMBER	ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 ADOPTED BUDGET	COMMENTS
3017247-562000	MLOP CLUBHOUSE	\$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.
3017247-562060	MLOP MARINA	\$0	\$0	\$0	\$140,000	Replace roof, extend and upgrade marina for ADA compliance
3017247-563001	MLOP STORAGE FACILITY	\$0	\$0	\$0	\$80,000	Replace roof, A/C unit, and renovate bathrooms
3017247-531212	MLOP MASTER PLAN	\$0	\$0	\$0	\$100,000	Funding to complete design for implementation of MLOP Master Plan
3017247-563603	MLOP W&S CONNECT -CURR CONST	-\$1,150	\$0	\$0	\$0	-
	<b>TOTAL MIAMI LAKES OPTIMIST PARK</b>	<b>\$773,853</b>	<b>\$1,182,107</b>	<b>\$1,182,107</b>	<b>\$320,000</b>	
3017257-564000	MINI PARKS IMPROVEMENTS	\$0	\$0	\$0	\$50,000	New furniture throughout pocket parks including signage, benches and waste bins
	<b>TOTAL MINI PARKS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$50,000</b>	
3017277-563538	BRIDGE PARK	\$0	\$0	\$30,000	\$25,000	Develop interlocal agreement between Miami Lakes and City of Hialeah
3017287-563540	PAR 3 PARK	\$0	\$0	\$12,500	\$0	-
3017297-563539	PASSIVE PARK DEVELOPMENT	\$0	\$200,000	\$0	\$0	Development of passive parks
	<b>TOTAL PASSIVE PARK DEVELOPMENT</b>	<b>\$0</b>	<b>\$200,000</b>	<b>\$42,500</b>	<b>\$25,000</b>	
	<b>TOTAL PARKS IMPROVEMENTS EXPENDITURES</b>	<b>\$1,831,928</b>	<b>\$2,334,496</b>	<b>\$2,025,909</b>	<b>\$778,588</b>	

**TRANSPORTATION IMPROVEMENTS**

**REVENUES**

3014134-312420	SECOND LOC OPT GAS TAXE 3 cent	\$155,672	\$145,000	\$151,471	\$164,080	1 to 5 cent tax per Florida Statute 336.025
301-324270	IMPACT FEES	\$21,735	\$0	\$0	\$0	Based on historical collections from Dade County
3014134-331903	MPO GRANT	\$0	\$0	\$0	\$40,000	Complete Streets Grant Award from MPO with \$10,000 Town match.
301-334202	SAFE ROUTES TO SCHOOL	\$0	\$200,000	\$200,000	\$0	FY16 includes grant with Town match of \$121,500

**TOWN OF MIAMI LAKES**  
**FY 2016-17 ADOPTED BUDGET**  
**CAPITAL PROJECTS FUND**  
Revenue and Expenditure by Line Item

ACCOUNT NUMBER	ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 ADOPTED BUDGET	COMMENTS
301-334203	STATE GRANT	\$61,437	\$100,000	\$100,000	\$0	FY16 FDOT Grant for 154 Street and Palmetto beautification.
301-361100	INTEREST INCOME	\$27,034	\$0	\$0	\$0	Interest income from Investment Portfolio
3014134-381111	TRANSF F/SRF PTP	\$178,500	\$130,000	\$130,000	\$26,276	Transfer from Special Revenue Fund - PTP 80% for budgeted projects
3014134-381120	TRANSF FROM MOBILITY FEE FUND	\$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
3014134-370003	CAPTRANSP BUDGET CARRYFORWARD	\$0	\$2,414,455	\$2,414,455	\$944,888	Prior year carryforward fund balance
<b>TOTAL REVENUES</b>		<b>\$444,378</b>	<b>\$2,989,455</b>	<b>\$2,995,926</b>	<b>\$1,875,244</b>	
<b>EXPENDITURES</b>						
3014134-534200	TRAFFIC CALMING	\$36,503	\$50,000	\$2,000	\$0	No FY17 budget
3014134-546230	CIP RESERVE FOR TRANSPORT	\$0	\$19,867	\$0	\$0	Contingency for Transportation project needs.
3014134-563011	BUS SHELTER ACQUISITION	\$141,120	\$0	\$0	\$0	-
3014134-563029	59TH AVENUE EXTENSION, PUBLIC WORKS STORAGE YARD AND BOAT YARD	\$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
3014134-563059	TRANSP LAKE MARTHA IMPROV	\$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.
3014134-563060	TRANSP LAKE SARAH IMPROV	\$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.
3014134-563065	SAFE ROUTES TO SCHOOL ALONG MLS	\$15,373	\$321,500	\$321,500	\$0	Design and construction of Safe Routes to School

**TOWN OF MIAMI LAKES**  
**FY 2016-17 ADOPTED BUDGET**  
**CAPITAL PROJECTS FUND**  
Revenue and Expenditure by Line Item

ACCOUNT NUMBER	ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 ADOPTED BUDGET	COMMENTS
3014134-563066	HUTCHINSON ROADWAY & DRAINAGE IMPR	\$0	\$74,750	\$0	\$74,750	Hutchinson Roadway & Drainage Improvement - 65% allocation for a total project cost of \$115,000
3014134-563201	BEAUTIFICATION	\$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.
3014134-563201	FDOT BEAUTIFICATION FDOT	\$0	\$200,000	\$200,000	\$0	Beautification Project at Palmetto and 154th Street. Grant funding of \$100,00 with Town match of \$100,000
3014134-563202	WINDMILL GATE ROAD IMPROVEMENTS	\$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
3014134-563203	PALMETTO & NW 67TH AVENUE	\$0	\$30,000	\$30,000	\$0	FY16 widening of 67th Avenue to add an additional through lane.
3014134-563204	GREENWAY AND TRAILS STRIPING	\$0	\$15,000	\$15,000	\$0	FY16 includes on-road striping of of bike path throughout Town limits
3014134-563205	PEDESTRIAN CROSSWALKS	\$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)
3014134-563014	164TH STREET & NW 87TH AVENUE	\$0	\$0	\$0	\$18,500	Widening of 164th Street and 87th Avenue. Signalling implementation to be funded by the County
3014134-563605	MIAMI LAKES GREEN (NW 77TH CT GREENWAY SOUTH)	\$0	\$0	\$0	\$140,000	Funding for design of project. TAP grant (\$600K) awarded in FY18 for construction between dog park and 154th street.
3014134-563606	154TH STREET & 77TH COURT	\$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.
3014134-563607	COMPLETE STREETS IMPLEMENTATION PLAN	\$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

**TOWN OF MIAMI LAKES**  
**FY 2016-17 ADOPTED BUDGET**  
**CAPITAL PROJECTS FUND**  
Revenue and Expenditure by Line Item

ACCOUNT NUMBER	ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 ADOPTED BUDGET	COMMENTS
3014134-563608	BICYCLE/PEDESTRIAN IMPROVEMENTS	\$0	\$0	\$0	\$50,000	Design of projects funded by TAP Grant (\$1M) awarded in FY18
3014134-563609	146TH STREET UNDERPASS BRIDGE	\$0	\$0	\$0	\$170,000	Design of Underpass bridge at 146th Street and Palmetto
3014134-563613	160TH STREET UNDERPASS BRIDGE	\$0	\$0	\$0	\$170,000	Design of Underpass bridge at 160th Street and Palmetto
3014134-563614	ADAPTIVE SIGNALIZATION PROGRAM	\$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
<b>TOTAL EXPENDITURES:</b>		<b>\$604,009</b>	<b>\$2,989,455</b>	<b>\$2,051,038</b>	<b>\$1,875,244</b>	

**STORMWATER IMPROVEMENTS**

**REVENUES**

3013803-334360	LKSAR STORMWATER GRANTS	\$0	\$300,000	\$300,000	\$300,000	FY17 FDEP Grant for Lake Sarah/Hilda. FY16 FDEP Grant for West Lake Phase 2
3013803-334361	STORMWATER GRANTS	\$120,601	\$878,500	\$200,000	\$678,500	Canal Bank Stabilization grant
3013803-370004	CAPITAL SW BUDGET CARRYFORWD	\$0	\$1,114,830	\$1,114,830	\$422,023	Prior year fund balance carryforward
301-381111	TRANSF IN-PEOPLES TRANSPORTATION PRGM	\$0	\$300,000	\$300,000	\$0	Transfer from PTP towards drainage portion of budgeted projects
3013803-381400	TRANSF IN-STORMWATER	\$500,000	\$0	\$0	\$468,967	Transfer from Stormwater Utility Fund towards the drainage portion of Lake Sarah/Hilda
<b>TOTAL REVENUES:</b>		<b>\$620,601</b>	<b>\$2,593,330</b>	<b>\$1,914,830</b>	<b>\$1,869,490</b>	

**EXPENDITURES**

3013803-563038	WEST LAKE A	\$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
3013803-563039	WEST LAKES B, C, D and E	\$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.
3013803-563041	ROYAL OAKS DRAINAGE & ROADWAY IMPROVS	\$0	\$9,370	\$9,370	\$0	FY16 includes capital improvement management services cost
3013803-563042	CANAL BANK STABILIZATION	\$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

**TOWN OF MIAMI LAKES**  
**FY 2016-17 ADOPTED BUDGET**  
**CAPITAL PROJECTS FUND**  
Revenue and Expenditure by Line Item

ACCOUNT NUMBER	ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 ADOPTED BUDGET	COMMENTS
3013803-563059	LAKE MARTHA DRAINAGE IMPROVEMENT	\$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.
3013803-563060	LAKE SARAH IMPROVEMENT	\$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.
3013803-563066	HUTCHINSON ROADWAY & DRAINAGE IMPR	\$0	\$40,250	\$0	\$40,250	Hutchinson Roadway & Drainage Improvement - 35% allocation for a total project cost of \$115,000
3013803-581000	OPERATING CONTINGENCY- STORM	\$0	\$85,968	\$0	\$0	Contingency for Stormwater capital project needs.
<b>TOTAL EXPENDITURES:</b>		<b>\$752,000</b>	<b>\$2,593,330</b>	<b>\$1,492,807</b>	<b>\$1,869,490</b>	
<b>TOTAL CAPITAL FUND PROJECTS REVENUES</b>		<b>\$1,896,853</b>	<b>\$8,105,562</b>	<b>\$7,428,533</b>	<b>\$4,809,503</b>	
<b>TOTAL CAPITAL FUND PROJECTS EXPENDITURES</b>		<b>\$3,229,003</b>	<b>\$8,105,562</b>	<b>\$5,616,854</b>	<b>\$4,809,503</b>	



# **Five-Year Capital Improvement Plan FY 2017 – FY 2021**

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**TOWN OF MIAMI LAKES**  
**FY 2016-17 ADOPTED BUDGET**  
**FIVE-YEAR CAPITAL IMPROVEMENT PLAN**  
Revenue and Expenditure by Line Item

	FY2016-17	FY2017-18	FY2018-19	FY2019-20	FY2020-21	COMMENTS
<b>FACILITIES AND EQUIPMENT IMPROVEMENT</b>						
<b>REVENUES</b>						
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
<b>TOTAL REVENUES</b>	<b>\$286,181</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>EXPENDITURES</b>						
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
<b>TOTAL EXPENDITURES</b>	<b>\$286,181</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>PARKS IMPROVEMENT</b>						
<b>REVENUES</b>						
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
<b>TOTAL REVENUES:</b>	<b>\$778,588</b>	<b>\$1,085,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	
<b>EXPENDITURES</b>						
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 2016-17 ADOPTED 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.
<b>TOTAL CLS ADMINISTRATIVE PROJECTS:</b>	<b>\$228,588</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	
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)
<b>TOTAL MCCC - PARK WEST</b>	<b>\$155,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
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.
<b>TOTAL MIAMI LAKES OPTIMIST PARK</b>	<b>\$320,000</b>	<b>\$1,000,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
MINI PARKS IMPROVEMENTS	\$50,000	\$0	\$0	\$0	\$0	\$0 New furniture throughout pocket parks including signage, benches and waste bins
<b>TOTAL MINI PARKS</b>	<b>\$50,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
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
<b>TOTAL PASSIVE PARK</b>	<b>\$25,000</b>	<b>\$75,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>TOTAL PARKS IMPROVEMENTS EXPENDITURES</b>	<b>\$778,588</b>	<b>\$1,085,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	

**TOWN OF MIAMI LAKES**  
**FY 2016-17 ADOPTED BUDGET**  
**FIVE-YEAR CAPITAL IMPROVEMENT PLAN**  
Revenue and Expenditure by Line Item

	FY2016-17	FY2017-18	FY2018-19	FY2019-20	FY2020-21	COMMENTS
<b>TRANSPORTATION IMPROVEMENT</b>						
<b>REVENUES</b>						
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
<b>TOTAL REVENUES</b>	<b>\$1,875,244</b>	<b>\$2,115,000</b>	<b>\$605,000</b>	<b>\$520,000</b>	<b>\$650,000</b>	
<b>EXPENDITURES</b>						
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 2016-17 ADOPTED 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
<b>TOTAL EXPENDITURES:</b>	<b>\$1,875,244</b>	<b>\$2,115,000</b>	<b>\$605,000</b>	<b>\$520,000</b>	<b>\$650,000</b>	

**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 2016-17 ADOPTED 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
<b>TOTAL REVENUES:</b>	<b>\$1,869,490</b>	<b>\$600,000</b>	<b>\$739,960</b>	<b>\$1,079,960</b>	<b>\$1,419,960</b>	
<b>EXPENDITURES</b>						
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
<b>TOTAL EXPENDITURES:</b>	<b>\$1,869,490</b>	<b>\$600,000</b>	<b>\$739,960</b>	<b>\$1,079,960</b>	<b>\$1,419,960</b>	
<b>TOTAL CAPITAL FUND PROJECTS REVENUES</b>	<b>\$4,809,503</b>	<b>\$3,800,000</b>	<b>\$1,354,960</b>	<b>\$1,609,960</b>	<b>\$2,079,960</b>	
<b>TOTAL CAPITAL FUND PROJECTS EXPENDITURES</b>	<b>\$4,809,503</b>	<b>\$3,800,000</b>	<b>\$1,354,960</b>	<b>\$1,609,960</b>	<b>\$2,079,960</b>	



**Stormwater Utility Fund  
and  
Facilities Maintenance Fund**

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# *Town of Miami Lakes FY 2016-17 Adopted Budget*

## *Stormwater Utility Fund Detail*

### *Stormwater Utility*

Enterprise Funds are used to finance and account for the acquisition, operation, and maintenance of facilities and services that are intended to be entirely or predominantly self-supporting through the collection of charges from external customers. The Stormwater Utility Fund is an enterprise fund that was established to account for the operation, maintenance and capital improvement costs of a storm water collection system providing services to all residents of the Town and all commercial properties.

The Stormwater rate is \$4.50 per Equivalent Residential Unit (ERU) and has remained unchanged since the creation of the Utility. The Town anticipates receiving \$1,050,000 in revenues for FY 2016-17 which is approximately \$100,000 more than the prior year. The additional revenue is due to an ongoing internal audit which added 1,986 unbilled dwellings and it is estimated that additional findings will yield another \$60,000. Once the residential audit is completed, we will begin our commercial audit for which numbers are unknown at this time. Total revenues also include interest earnings of \$32,000 and \$546,065 of carryforward fund balance for a total budget of \$1,628,065.

The FY 2016-17 Budget includes all costs for operating the utility: street sweeping, drainage cleaning provided by in-house support and the Town's own vacuum truck, chemical treatment and maintenance of canals, as well as drainage repairs and improvements per the Stormwater Master Plan. In addition, the Fund pays the proportionate share of annual debt service to Miami Dade County on Stormwater Utility Revenue Bond, Series 2013 (approx. \$68,000 per year) for drainage projects, and a FEMA-funded canal dredging project at NW 57<sup>th</sup> Avenue (approx. \$15,000 per year). Debt service will terminate in 2024 and 2026, respectively. Funds are also appropriated in the Fiscal Year 2016-2017 Budget to conduct a lake quality assessment (\$50,000) and to update the Stormwater Master Plan (\$30,000). The fund has a reserve of \$205,652.

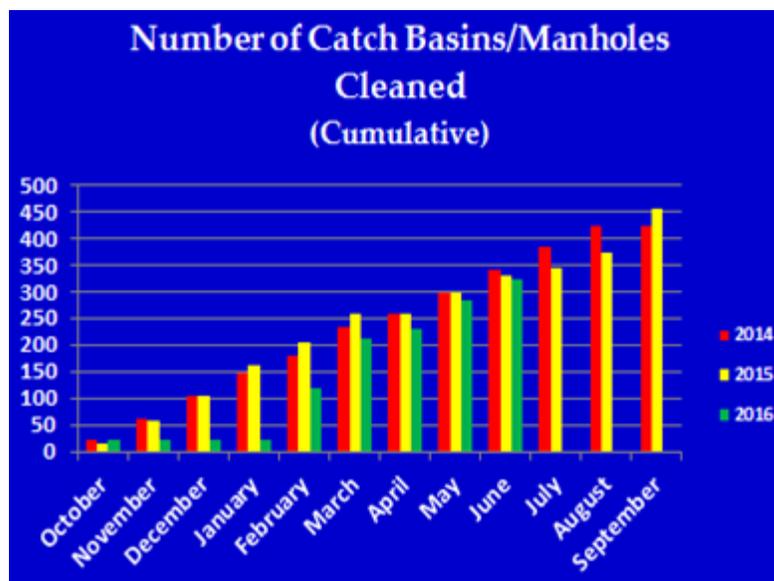
The Town was awarded a rating of 6 in 2016 from the Insurance Services Organization (ISO) for the Community Rating System (CRS). This rating affords Town resident and businesses a discount on their flood insurance premium due to the Town's flood mitigation efforts. This represents about \$600,000 in savings of flood insurance payments made by our residents and businesses. In addition, the mitigation efforts spearheaded by the Building and Public Works Departments reduce flood events

## Town of Miami Lakes FY 2016-17 Adopted Budget

throughout town. The Town continues to work towards achieving a lower (better) rating over the next few years.

### Performance Measures

A key activity of the Stormwater Utility Fund is the cleaning of catch basins and manholes. The majority of catch basins and manhole cleaning takes place from November to April since those months are considered “dry season”. At the current level of service, it will take approximately 3.5 years for all catch basins to be cleaned.



**Fig.1:** Cumulative number of catch basins/manholes cleaned in FY2016 year to date is 323, averaging approximately 36 manholes per month.

**TOWN OF MIAMI LAKES**  
**FY 2016-17 ADOPTED BUDGET**  
**STORMWATER UTILITY FUND**  
Revenue and Expenditure by Line Item

ACCOUNT NUMBER	ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 ADOPTED BUDGET	COMMENTS
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**STORMWATER UTILITY FUND**

**REVENUES**

401-343900	STORMWATER UTILITY FEES	\$942,089	\$950,000	\$956,124	\$1,050,000	Based on rate of \$4.50 per ERU.
401-361100	INTEREST EARNINGS	\$32,138	\$400	\$32,000	\$32,000	Interest earnings based on percentage of Stormwater Investment Portfolio
401-370004	STORMWATER BUDGET CARRYFORWD	\$0	\$288,388	\$288,388	\$546,065	Prior year fund balance carryforward
401-381000	INTER-FUND TRANSFERS	\$751,946	\$0	\$0	\$0	
<b>TOTAL REVENUES:</b>		<b>\$1,726,173</b>	<b>\$1,238,788</b>	<b>\$1,276,512</b>	<b>\$1,628,065</b>	

**EXPENDITURES**

4013803-512006	ADMINISTRATIVE SUPP TO STORMWATER	\$30,000	\$0	\$0	\$0	
4013803-546180	WASAD FEE COLLECTION	\$27,522	\$27,000	\$28,475	\$31,500	WASD fee to collect stormwater charges (approx 35,000 bills @\$0.90)
4013803-549060	STORMWATER ADMINISTRATION	\$32,000	\$32,000	\$32,000	\$32,000	Overhead charges for support of utility
4013803-549100	PUBLIC OUTREACH/WORKSHOPS	\$535	\$5,000	\$3,000	\$5,000	Required for NPDES and CRS annual certifications
4013803-554000	BOOKS PUBLICATIONS	\$0	\$1,000	\$1,000	\$1,000	Required for CRS: American Association of Flood Plain Managers, FL SW Association & FL Flood
4013803-554010	TRAINING AND EDUCATION	\$2,754	\$5,000	\$3,500	\$5,000	Mandated training to maintain certification
4013803-570000	S/W UTIL REVENUE BOND DEBT	\$72,791	\$66,100	\$66,966	\$68,000	QNIP Debt service payments
4013803-570011	FEMA FUNDED CANAL DREDGING PAYMENT	\$0	\$0	\$0	\$15,000	Payment for FEMA-funded canal dredging project
4013803-591030	TRANSFER TO CAP PROJECTS FD	\$500,000	\$0	\$0	\$468,967	Transfer for capital improvement projects
<b>TOTAL STORMWATER UTILITY EXPENSES</b>		<b>\$665,602</b>	<b>\$136,100</b>	<b>\$134,941</b>	<b>\$626,467</b>	
4013813-531370	NPDES COMPUT. DISCHARGE MOD	\$805	\$1,000	\$1,000	\$1,000	Annual regulatory program and surveillance fees
4013813-546150	NPDES PERMIT FEES	\$24,522	\$24,000	\$13,000	\$15,000	Annual payment to DERM for permit for water sampling and monitoring
<b>TOTAL NPDES COSTS</b>		<b>\$25,327</b>	<b>\$25,000</b>	<b>\$14,000</b>	<b>\$16,000</b>	

4013823-512000	REGULAR SALARIES	\$112,241	\$111,253	\$134,888	\$148,653	Salary for PW Director (50%), Office Specialist and 2 Vacuum Truck Operators
4013823-512999	EMPLOYEE BONUS/COLA	\$0	\$0	\$0	\$1,600	Two percent COLA effective April 2017
4013823-514000	STORMWATER OVERTIME	\$1,424	\$5,000	\$0	\$1,000	Additional hours as needed for vac truck operators
4013823-521000	PAYROLL TAXES	\$7,003	\$8,511	\$10,319	\$11,372	Calculated based on 7.65% of salaries
4013823-522000	FRS CONTRIBUTIONS	\$7,525	\$6,069	\$9,887	\$11,179	Rate increase from 7.26% to 7.52% thru Jul '17
4013823-523000	HEALTH & LIFE INSURANCE	\$20,436	\$22,221	\$28,001	\$36,421	Includes medical, dental, vision and life
4013823-523100	WIRELESS STIPEND	\$677	\$480	\$750	\$750	Stipend for PW Director (50%) and Vacuum Truck Operator
4013823-531000	LAKE QUALITY ASSESSMENT	\$0	\$0	\$0	\$50,000	Conduct lake quality assessment

**TOWN OF MIAMI LAKES  
FY 2016-17 ADOPTED BUDGET  
STORMWATER UTILITY FUND  
Revenue and Expenditure by Line Item**

ACCOUNT NUMBER	ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 ADOPTED BUDGET	COMMENTS
4013823-531212	MASTER PLAN UPDATE	\$0	\$0	\$0	\$30,000	Stormwater Master Plan to be updated to include West Lakes, Lake Martha and Lake Sarah roadway and drainage improvements.
4013823-531331	STORMWATER INSPECTOR	\$55,598	\$57,400	\$42,000	\$65,000	Inspection services for stormwater operations
4013823-546000	CLEAN BASINS PIPES TRENCHES	\$49,336	\$42,000	\$42,000	\$42,000	Tipping/dumping fee to vac truck solid waste (\$27,000); annual cleaning of 92 outfalls (\$15,000)
4013823-546120	MINOR REPAIRS & IMPROVEMENTS	\$81,373	\$100,000	\$100,000	\$100,000	Roadway and drainage restoration per Stormwater Management Master Plan
4013823-546130	COMMUNITY RATING SYSTEM	\$0	\$2,000	\$2,000	\$2,000	Flood management program to reduce resident flood insurance premiums
4013823-546160	STREET SWEEPING	\$24,289	\$40,000	\$33,285	\$31,875	Contract street sweeping 62.5 lane miles of roadway bi-weekly
4013823-546161	REPAIR AND MAINTENANCE	\$10,114	\$15,000	\$15,000	\$15,000	Vac truck and GPS system repair and maintenance
4013823-546170	CANAL MAINTENANCE	\$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)
4013823-546230	STORMWATER CONTINGENCY	\$0	\$488,881	\$0	\$205,652	Contingency for SW project needs.
4013823-549200	MISC EXPENSES/REMOTE ACCESS DEVICE	\$0	\$1,080	\$916	\$960	Data plan for field personnel devices
4013823-552010	UNIFORMS	\$0	\$1,410	\$1,000	\$1,410	Uniforms for 2 Vac truck operators (\$1,250) and 4 shirts for Director and Inspectors (\$160)
4013823-552020	GAS, OIL, LUBRICANTS	\$11,324	\$15,840	\$7,977	\$12,000	Gas, oil and lubricants for Vac truck
4013823-554010	EDUCATION & TRAINING	\$1,070	\$0	\$0	\$0	
4013823-564000	MACHINERY AND EQUIPMENT	\$0	\$2,300	\$4,300	\$0	FY16 Tablet for field personnel (\$800) and laptop for inspector (\$1,500)
4013823-566002	COMPUTER SOFTWARE LICENSES	\$0	\$0	\$600	\$600	Annual renewal of 2 AutoCad licenses
	<b>TOTAL STORMWATER OPERATING</b>	<b>\$545,340</b>	<b>\$1,077,688</b>	<b>\$582,923</b>	<b>\$985,598</b>	
	<b>TOTAL STORMWATER UTILITY REVENUES</b>	<b>\$1,726,173</b>	<b>\$1,238,788</b>	<b>\$1,276,512</b>	<b>\$1,628,065</b>	
	<b>TOTAL STORMWATER UTILITY EXPENDITURES</b>	<b>\$1,236,270</b>	<b>\$1,238,788</b>	<b>\$731,864</b>	<b>\$1,628,065</b>	

*Town of Miami Lakes FY 2016-17 Adopted Budget*

*Facilities Maintenance Fund Detail*

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***Facilities Maintenance Fund***

Internal Service Funds are used to account for operations that provide services to other departments on a cost-reimbursement

basis. This newly created Facilities Maintenance 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 (Administration 60% and Police Department 27%) and the Building Fund (13%). This includes salary and benefits for one full time position, utilities, custodial and contractual maintenance services. The FY2016-17 Budget is \$278,469.

**TOWN OF MIAMI LAKES**  
**FY 2016-17 ADOPTED BUDGET**  
**FACILITIES MAINTENANCE FUND**  
Revenue and Expenditure by Line Item

ACCOUNT NUMBER	ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 AMENDED BUDGET	FY2015-16 YEAR END PROJECTION	FY2016-17 ADOPTED BUDGET	COMMENTS
<b>FACILITY MAINTENANCE FUND</b>						
<b>REVENUES</b>						
501-381116	TRANS FROM GENERAL FUND - ADMINISTRATION	\$0	\$0	\$0	\$167,081	Transfer in to fund Administration's portion of building expenses
501-381117	TRANS FROM GENERAL FUND - POLICE	\$0	\$0	\$0	\$75,187	Transfer In to fund Police's portion of building expenses
501-381118	TRANS FROM BUILDING FUND	\$0	\$0	\$0	\$36,201	Transfer In to fund Building Dept's portion of building expenses
<b>TOTAL FACILITY MAINTENANCE REVENUES:</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$278,469</b>	
<b>EXPENDITURES</b>						
5011901-512000	SALARIES	\$0	\$0	\$0	\$40,000	Salary for Facility Maintenance Coordinator
5011901-521000	PAYROLL TAXES	\$0	\$0	\$0	\$3,060	Calculated based on 7.65% of salaries
5011901-522000	FRS CONTRIBUTIONS	\$0	\$0	\$0	\$3,008	Rate increase from 7.26% to 7.52% thru Jul '17
5011901-523000	HEALTH & LIFE INSURANCE	\$0	\$0	\$0	\$10,191	Includes medical, dental, vision and life
5011901-541000	TELEPHONE SERVICES	\$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)
5011901-543000	UTILITIES	\$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)
5011901-546000	REPAIR AND MAINT CONTRACTS	\$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
5011901-549200	REMOTE ACCESS DEVICE	\$0	\$0	\$0	\$960	Data Plan for handyman crew devices
5011901-552000	OPERATING SUPPLIES	\$0	\$0	\$0	\$1,250	2 iPad Minis for handyman crew
<b>TOTAL FACILITY MAINTENANCE EXPENDITURES:</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$278,469</b>	

**ORDINANCE NO. 2016-196**

**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 of 2.3518 mills 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 hearing 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**, on Tuesday, September 6, 2016 at 5:01 P.M., at Miami Lakes Government Center, 6601 Main Street, Miami Lakes, Florida 33014 after first hearing, the Town Council passed a proposed millage rate of 2.3518 mills; and

**WHEREAS**, on Tuesday, September 20, 2016 at 6:00 P.M., at Miami Lakes Government Center, 6601 Main Street, Miami Lakes, Florida 33014 after second hearing, the Town Council adopted the millage rate of 2.3353 mills, a reduction from the proposed rate; 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.

22 Sept. 2016  
Town of Miami Lakes  
Created by  
Page 102 of 109

**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 2.3353 mills, which is \$2.3353 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 2.3353 mills is 5.22% 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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22 day of Sept, 20 14  
Town of Miami Lakes  
Certified Copy  


**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 6<sup>th</sup> day of September, 2016.

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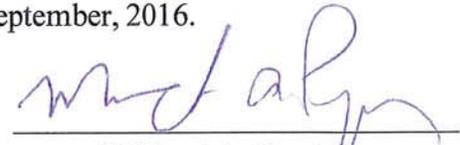
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Town of Miami Lakes  
Certified Copy  

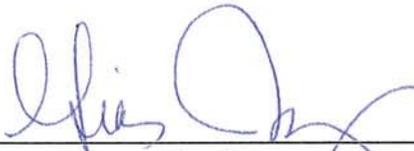

**SECOND READING**

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

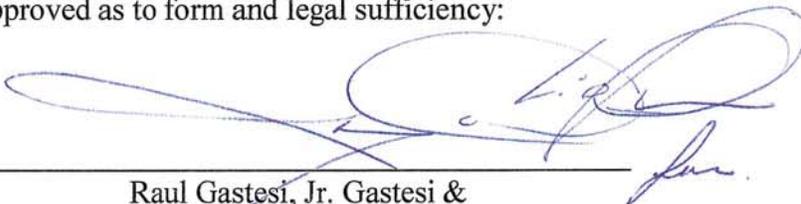
Mayor Michael A. Pizzi, Jr.	Yes
Vice Mayor Tim Daubert	Yes
Councilmember Manny Cid	Yes
Councilmember Tony Lama	Yes
Councilmember Ceasar Mestre	No
Councilmember Frank Mingo	Yes
Councilmember Nelson Rodriguez	Yes

Passed and adopted on second reading this 20<sup>th</sup> day of September, 2016.

  
Michael A. Pizzi, Jr.  
MAYOR

  
Gina Inguanzo  
TOWN CLERK

Approved as to form and legal sufficiency:

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

22 day of Sept, 2016  
Town of Miami Lakes  
Certified Copy  


**ORDINANCE NO. 2016-197**

**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 6<sup>th</sup> day of September, 2016.

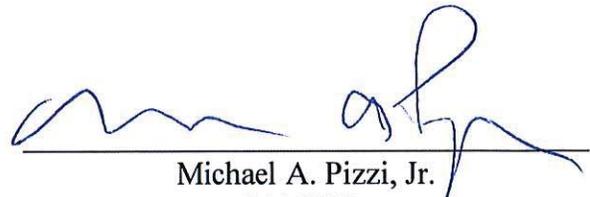
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**SECOND READING**

The foregoing ordinance was offered by Mayor Pizzi who moved its adoption on second reading. The motion was seconded by Councilmember Mingo 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 second reading this 20<sup>th</sup> day of September, 2016.



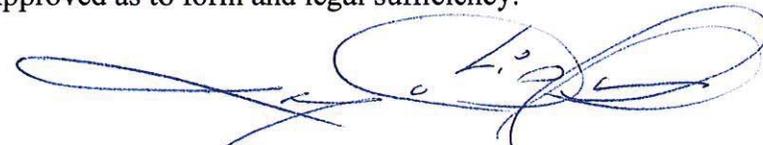
Michael A. Pizzi, Jr.  
MAYOR

Attest:



Gina Inguanzo  
TOWN CLERK

Approved as to form and legal sufficiency:



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

14 day of Oct. 2016  
Town of Miami  
Certified Copy  
GINA M. INGUANZO  
COMMISSION # EE 881865  
EXPIRES: MAR. 07, 2017  
Page 109 of 109