Adopted Operating
and
Capital Budget
FY 2017-18

MIAMI LAKES
Growing Beautifully

Table of Contents

Budget Message

Functional Organizational
and
Staffing Positions by Department
Charts

General Fund

Special Revenue Funds
and
Building Department Fund

Electric Utility Tax Revenue
and
Debt Service Fund

Capital Projects Fund
and
Five-Year Capital Improvement Plan

Stormwater Utility Fund
and
Facility Maintenance Fund

Notes

MIAMI LAKES

Growing Beautifully

Budget Message

TOWN OF MIAMI LAKES MEMORANDUM

To: Honorable Mayor and Town Councilmembers

From: Alex Rey, Town Manager

Subject: FY 2017-18 Budget Message

Date: September 5, 2017

Recommendation

It is recommended that Town Council adopt the millage rate for Fiscal Year 2017-18 at 2.3353 mills, which is $2.3353 per $1,000 of assessed property value. This is the same millage rate as adopted for the prior year, and remains one of the lowest millage rates in Miami-Dade County. The proposed millage rate is expected to yield $6,694,100 in ad valorem revenue at 95% of value based on the July 1, 2017 estimated Property Tax Roll, as provided by Miami-Dade County Property Appraiser.

It is also recommended that Town Council adopt the Fiscal Year 2017-18 Budget as proposed on First Reading.

Background

As the Town enters a fifth year of economic recovery and growth attributed to increasing property values and new development, the positive effects of prudent financial decisions over the last few years have allowed us to invest in new community facilities, stormwater infrastructure improvements, enhanced communication and transparency, police resources to accommodate a growing population, reduce traffic at troubled spots, beautification projects and improved response times to requests for service through new technologies and process improvement.

In November 2015, the Town adopted a 2025 Strategic Plan that outlines six goal areas including enhanced mobility, beautification, economic development, sustainability, communication and innovation/technology. Each goal area is supported by Objectives as adopted by the Town Council. Staff has developed specific Initiatives with supporting work plans to accomplish the Goals and Objectives provided for in the 2025 Strategic Plan. Several components of the plan require funding from the General Fund, including beautification and communication initiatives.

Specific initiatives discussed at the May 16 workshop are a part of the Fiscal Year 2017-18 Business Plan and included in the Fiscal Year 2017-18 Proposed Budget; however, several of these initiatives are currently un-funded to accommodate the impact of the police budget increase.

While the current and projected development projects bode well for the Town's future economic stability, the expanding service areas and population increase will place greater demand on services provided by the Town, and accordingly, will have a significant impact on personnel, contract services, operational, and infrastructure costs.

FY 2017-18 PROPOSED BUDGET

The total Proposed Budget for Fiscal Year 2017-18 including all funds is $41,516,100, as shown in the table below. This represents an increase of $2,948,395 or 7.6% as compared to Fiscal Year 2016-17 Amended Budget, of which approximately $1,832,000 relates to increase in building permitting activities, $954,000 in impact fees, and the remaining $162,395 across the various funds. The details of the difference are discussed later in this memorandum.

BUDGET SUMMARY
Town of Miami Lakes - FY2017-18

Millage per $1,000
General Fund Millage: 2.3353
The General Fund Millage is 8.07 percent higher than the State defined Rolled Back Rate

ESTIMATED REVENUES	General Fund	Special Revenue Funds	Electric Utility Tax Revenue Fund	Debt Service Fund	Capital Projects Fund	Stormwater Utility Fund	Internal Service Fund	Total All Funds
Ad Valorem Taxes: Millage per $1,000 = 2.3353	6,694,100	-	-	-	-	-	-	6,694,100
Franchise Fees	925,000	-	-	-	-	-	-	925,000
Charges for Services	-	-	-	-	-	1,100,000	-	1,100,000
Utility Service Tax	3,309,213	-	373,321	-	-	-	-	3,682,534
Intergovernmental Revenue	4,511,100	1,588,572	-	178,728	2,534,133	-	-	8,812,533
Licenses and Permits	470,000	5,498,576	-	-	-	-	-	5,968,576
Fines & Forfeitures	200,000	65,000	-	-	-	-	-	265,000
Miscellaneous Revenue	248,784	292,200	-	-	25,000	32,000	-	597,984
TOTAL SOURCES	**16,358,197**	**7,444,348**	**373,321**	**178,728**	**2,559,133**	**1,132,000**	**-**	**28,045,727**
Transfers In	-	-	-	371,321	2,738,934	-	314,249	3,424,504
Fund Balances/Reserves/Net Assets	3,384,807	3,739,340	-	-	2,633,573	288,148	-	10,045,868
TOTAL REVENUES, TRANSFERS & BALANCES	**19,743,004**	**11,183,688**	**373,321**	**550,049**	**7,931,640**	**1,420,148**	**314,249**	**41,516,100**
ESTIMATED EXPENDITURES								-
General Government	2,750,552	-	2,000	-	175,000	-	188,550	3,116,101
Transportation	1,102,685	1,436,037	-	-	4,252,281	-	-	6,791,003
Public Safety	8,249,727	-	-	-	-	-	84,847	8,334,574
Parks, Recreation & Culture	3,323,194	-	-	-	1,430,000	-	-	4,753,194
Physical Environment	-	-	-	-	1,975,440	1,165,404	-	3,140,844
Building, Zoning, Planning & Dev.	495,220	1,892,256	-	-	-	-	40,852	2,428,328
Debt Services	153,423	-	-	550,049	-	83,842	-	787,314
TOTAL EXPENDITURES	**16,074,800**	**3,328,293**	**2,000**	**550,049**	**7,832,721**	**1,249,246**	**314,249**	**29,351,358**
Transfers Out	273,397	2,629,786	371,321	-	-	150,000	-	3,424,504
Fund Balances/Reserves/Net Assets	3,394,807	5,225,609	-	-	98,919	20,902	-	8,740,237
TOTAL APPROPRIATED EXPENDITURES, TRANSFERS, RESERVES AND BALANCES	**19,743,004**	**11,183,688**	**373,321**	**550,049**	**7,931,640**	**1,420,148**	**314,249**	**41,516,100**

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 patrol, facility maintenance and group health insurance costs, offset by minimal increases in revenues. We were able to balance the budget with recurring revenues and expense savings which allow us to maintain the current level of services expected by our residents and the

business community. This, however, eliminated much of the flexibility we were hoping to accomplish with the implementation of our 2025 Strategic Plan Goals and Initiatives. As a result, there are several items that are currently not funded that will be discussed later in this memorandum.

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

Property Tax Roll Value

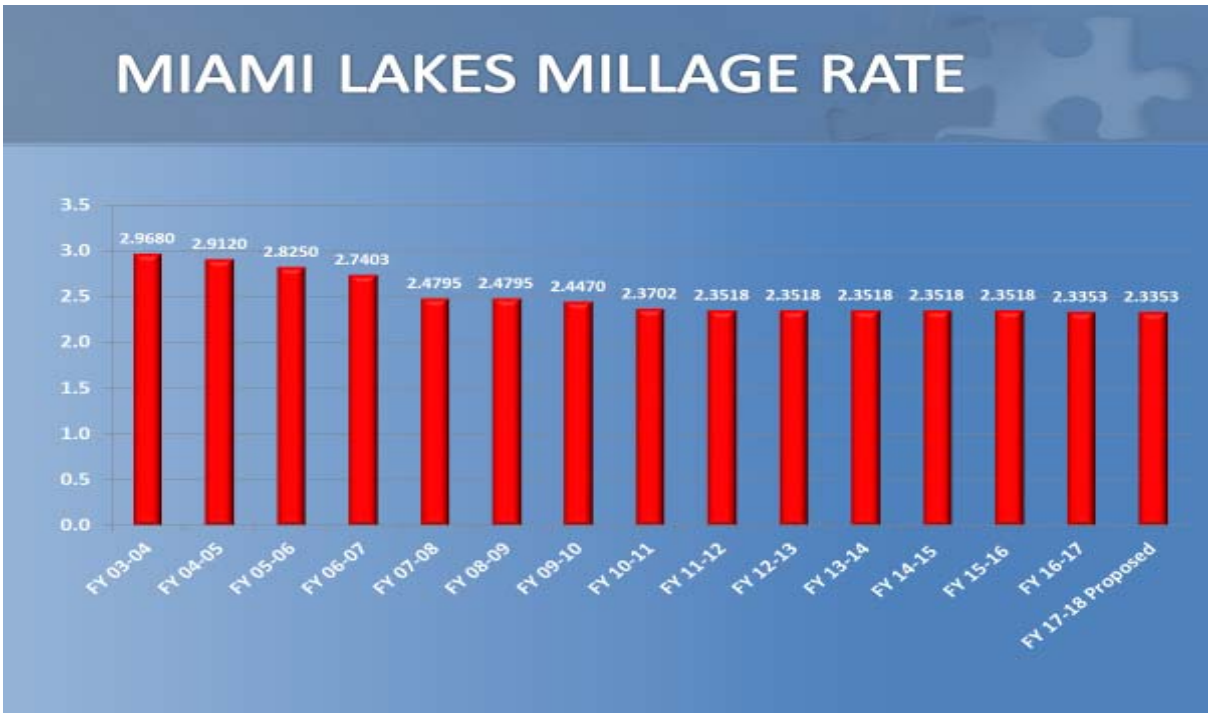
The estimated roll value from Miami-Dade County Property Appraiser on July 1, 2017 reflects a gross taxable value of $3,017,332,354, which includes an increase of $13,870,920 in new construction and improvements. As compared to the certified taxable value for the previous year of $2,809,602,232, the July 1, 2017 figures shows an increase of $207.7 million or 7.4%. While the increase in roll value is healthy, it shows that over the last five years the Town has been able to hold its value but we are still below the peak level in 2008.

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 25, 2017 Town Council Meeting, the Council established the proposed millage rate "cap" at 2.3353 mills, which is $2.3353 per $1,000 of assessed property value, via Resolution No. 17-1464. This is the same rate as the prior fiscal year and is the sixth lowest millage rate among the thirty-four municipalities in Miami-Dade County. The Town has steadily reduced its millage since its first year of incorporation. Since 2012, the Town maintained the same low rate for five consecutive years, to an all-time low rate of 2.3353 for the current year and as proposed for FY 18.

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



Rolled-Back Rate

Based on the proposed millage rate of 2.3353, the rolled-back rate for FY18 is 2.1610. 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 2.3353 is 8.07% higher than the current year aggregate rolled-back rate. The state required methodology for calculating the rolled-back rate uses the roll value after the Value Adjustment Board action. The Town's final gross taxable value is $2,779,313,541 which is

$30.3 million less than the preliminary July 1 base roll figure of $2,809,602,232. The rolled-back rate would generate $499,625 less in ad valorem revenue as compared to the proposed rate of 2.3353.

Ad Valorem Revenue

The FY 2017-18 Budget was developed using the proposed millage rate of 2.3353. This millage rate will generate property tax revenue or ad valorem (calculated at 95% for budget purposes) in the amount of $6,694,100. The impact is approximately $460,000 increase in ad valorem revenue for the General Fund.

II. FY 2017-18 BUDGET HIGHLIGHTS – BY FUND

GENERAL FUND

Within the last five years the economy has continued to improve. The Town is experiencing the impact of the increased taxable values, some increases in revenue streams offset by other major revenue decreases and the increasing cost of operations.

The operating revenues available for allocation in the General Fund for FY 2017-18 is $16,358,197, an increase of $666,715 or 4.3% as compared to the prior year's Amended Budget. The Budget includes $500,000 carry-over from the prior year which is allocated for litigation reserves, for a total General Fund Operating Budget of $16,858,197. This excludes the remaining unassigned fund balance which is discussed later in this memorandum. A summary of the General Fund's operating revenues and expenditures is presented in the chart below.

The increase to the FY18 Operating Revenue Budget is primarily due to taxable value increase effect on Ad Valorem Property Tax ($460,000) and Utility Services Tax ($359,000), offset by a decrease in FPL Franchise Fees (-$275,000). The estimates for Intergovernmental revenues including State Revenue Sharing, Half-Cent Sales Tax, Communications Services Tax and the various other revenue sources also reflect a slight increase for FY18.

TOWN OF MIAMI LAKES

GENERAL FUND SUMMARY

ACCOUNT NAME/DEPARTMENT	FY2015-16 ACTUALS	FY2016-17 ADOPTED BUDGET	FY2016-17 AMENDED BUDGET	FY2017-18 PROPOSED BUDGET	$ CHANGE INCR/(DECR)	% CHANGE
Revenues						
Ad Valorem Taxes	$ 5,967,817	$ 6,234,000	$ 6,234,000	$ 6,694,100	$ 460,101	7.4%
Franchise Fees	1,179,362	1,200,000	1,200,000	925,000	(275,000)	-22.9%
Utility Service Tax	2,957,322	2,950,000	2,950,000	3,309,213	359,213	12.2%
Intergovernmental Revenues	4,381,501	4,498,151	4,498,151	4,511,100	12,949	0.3%
Permits & Fees (Non-Building Dept.)	1,879,259	418,750	418,750	470,000	51,250	12.2%
Fines & Forfeitures	284,054	173,500	173,500	200,000	26,500	15.3%
Miscellaneous Revenues	2,097,490	201,784	217,082	248,784	31,702	14.6%
Sub-total Recurring Revenues	**18,746,804**	**15,676,185**	**15,691,483**	**16,358,197**	**666,715**	4.3%
Interfund Transfers	-	111,416	111,416	-	(111,416)	-100.0%
Prior Year Carry-Over Funds	-	-	1,399,523	500,000	(899,523)	-64.3%
Sub-total Other Revenues	**-**	**111,416**	**1,510,939**	**500,000**	**(1,010,939)**	-66.9%
Total Revenues	**18,746,804**	**15,787,601**	**17,202,422**	**16,858,197**	**(344,224)**	-2.0%
Expenditures						
Town Mayor & Council	323,930	326,326	345,626	369,979	24,353	7.5%
Town Clerk	195,678	223,597	221,297	167,620	(53,677)	-24.0%
Town Attorney	410,545	235,000	669,000	230,000	(439,000)	-186.8%
Administration	3,843,657	1,971,279	2,146,851	1,992,953	(153,898)	-7.8%
Police and School Crossing Guards	6,899,817	7,712,869	7,688,344	8,249,727	561,383	7.3%
Planning and Code Compliance	616,911	489,761	496,437	374,688	(121,748)	-24.9%
Zoning	1,016,766	117,905	118,455	120,532	2,078	1.8%
Parks & Community Services	-	2,402,795	2,451,787	2,496,966	45,179	1.9%
Community Engagement & Outreach	-	560,084	566,883	598,378	31,495	5.6%
Special Events - Committees	189,458	211,750	235,778	227,850	(7,928)	-3.7%
Public Works	994,472	1,104,317	1,134,430	1,102,685	(31,745)	-2.9%
QNIP	153,423	153,423	153,423	153,423	-	0.0%
Non-Departmental	1,206,705	-	311,443	500,000	188,557	0.0%
Sub-total Expenditures	**18,536,650**	**15,509,104**	**16,539,753**	**16,584,800**	**45,047**	0.3%
Transfers Out	-	278,497	662,669	273,397	(389,272)	-139.8%
Total Expenditures	**18,536,650**	**15,787,601**	**17,202,422**	**16,858,197**	**(344,225)**	-2.2%
Excess (Deficiency) of Revenues over Expenditures	**$ 210,155**	**$ (0)**	**$ (0)**	**$ 0**	**$ 0**	0.0%

EXPENSES/SIGNIFICANT BUDGET CHANGES

As compared to FY 2016-17 Amended Budget **excluding** $1.4 million in carryover funds for litigation fees and reserve ($624,000), beautification projects and parks improvements ($362,300), employee retention and training ($158,300), miscellaneous projects ($134,000) and reserves ($121,400), FY 2017-18 Proposed Expense Budget reflects an increase of approximately $1,055,298

or 7% of which $555,298 is attributed to operating expenses (police) and $500,000 for litigation reserves. The significant changes affecting the Proposed Budget are described below:

- **Merit and Cost of Living Increases** - Salary surveys indicate that we are not staying competitive with our peers. As a result, an Employee Retention Plan was developed, elements of which includes a 2% bonus or across the board cost of living adjustment effective March 2018 for approximately $52,328.

- **Staffing** - The General Fund Budget includes thirty full-time, five part-time, eight seasonal and seven part-time seasonal positions. As compared to the current year's staff complement, we have converted a part-time contractual (ICA) Code Officer position to a full-time employee Code Supervisor; partially fund the Code Manager position in the Building Department Fund; and converted the Business Operations Supervisor and Planning Technician positions to independent contractors (ICA). The net effect of these changes to the General Fund is a decrease of 1.5 full time equivalency.

  In keeping with the business model of the Town, we continue to maintain a small professional staff with core competencies in specialized areas and contract out many of the service delivery functions when it provides long-term savings to do so.

- **FRS Contribution** – The Florida Retirement System employer contribution rate increased slightly from 7.52% to 7.92% for regular employees as of July 1, 2017. The rate increase has no significant impact to the Budget. ($15,300)

- **Group Health Insurance** – Based on prior years' trend, we are anticipating a 12% increase in group health insurance premium. In keeping with the Employee Retention Program, the Town has implemented various wellness activities with the goal of reducing health care premium cost and improving morale. ($37,250)

- **Election Cost**– Funding is provided for the cost of piggy-backing on the County's general election for Seat 3. ($15,000)

- **Police Services** – The Police Department's Budget which includes contracted police patrol services and the school crossing guards represents 51% of the Town's total General Fund Budget, and an overall increase of approximately $646,230 or 8.4%. This is primarily a result of the union negotiated agreement for Miami Dade Police Department that are passed through to the Town, as well as full funding of two additional officers that were approved for hire in the latter part of FY 2017. The increased cost of the base police patrol services contract is approximately $390,000 and the increase due to the two additional officers added in the FY 17 budget is approximately $250,000.

The chart below is a summary of net change for Police Patrol Services:

POLICE PATROL SERVICES	FY 2016-17 ADOPTED BUDGET	FY 2017-18 PROPOSED BUDGET	NET CHANGE	
Police Salaries	$4,167,216	$4,462,451	$295,235	7%
Overtime	350,000	320,000	(30,000)	-9%
Social Security	258,367	275,252	16,885	7%
Retirement	946,034	1,053,719	107,685	11%
Group Health Insurance	567,817	637,500	69,683	12%
Other fringe benefits	91,660	137,949	46,289	51%
Total Personnel Services	***6,381,095***	***6,886,871***	***505,776***	*8%*
Fleet Maintenance and Operations	***474,820***	***541,036***	***66,216***	*14%*
Insurance	***226,035***	***282,900***	***56,865***	*25%*
County Overhead Cost	***422,792***	***435,193***	***12,401***	*3%*
TOTAL PATROL SERVICES	***$7,504,742***	***$8,146,000***	***$641,258***	***9%***

- **Legal Fee Settlement/Reserves** – A reserve for the potential settlement of legal fees in the case of Michael Pizzi vs Town of Miami Lakes is included in the budget in Non-Departmental ($500,000).

- **Tree Trimming Contractual Services** – The budget provides for the anticipated increase in tree trimming contract to increase the level of service to provide aesthetics tree pruning along the major corridors on an annual basis. This will result in an increase of approximately $65,000.

- **Inter-fund Reimbursements** – During the normal course of business, the General Fund provides administrative, legal, accounting and technical support to the Building Department and Stormwater Utility. As such, these proprietary funds will reimburse the General Fund at 10% of total cost for services provided. (Building Department $175,000 and Stormwater Utility $123,000)

- **Committees -** The Committees' total budgets are proposed at $227,850, an increase of $16,100 as requested by the following Committees: Cultural Affairs -$250; Economic Development $4,000; Elderly Affairs $1,000; Neighborhood Improvement $6,350; Public

Safety $600; Veterans' Committee $400 and Youth Activity Task Force $4,000. Justification for their budgets were presented at the 2nd Budget Workshop on July 11, 2017.

- **Transfers** - The Proposed General Fund Budget does not include any transfers for one-time expenses or capital projects.

- **Fund Balance -** In accordance with the Town's audited financials as reported in the FY 2015-16 Comprehensive Annual Financial Report (CAFR), the General Fund unassigned fund balance at the beginning of FY 2016-17 was $4,553,946. Of this amount, $269,616 represents the opening balance for the Building Department Fund which was created at the beginning of the year. During the year, Council approved transfers from the General Fund balance totaling $1,399,523: these include a reserve for Legal Fees ($624,000), Parks improvements and beautification projects ($362,300); employee retention plan and training ($158,300), projects that were not completed in the prior year ($133,480) and an unassigned surplus ($121,443). This reduced the fund balance to $2,884,807.

  At the end of the current year, operations are estimated to result in a surplus of approximately $500,000 mostly from not spending the litigation reserve and the settlement with the insurance company for reimbursement of Pizzi-related costs and settlement expenses, we are recommending that the litigation reserve be reprogrammed in FY 2017-18. This increases the Fund Balance to $3,384,807. Of this amount, $2,453,730 or 15% of the FY 2017-18 Proposed General Fund Operating Budget is required to remain as reserves, and $500,000 allocated for litigation reserves. This leaves the Town with an undesignated or unrestricted reserve of $431,077.

UNFUNDED NEEDS/UNADDRESSED ITEMS - $275,000

The FY 2017-18 Proposed General Fund Budget does not include funding for various projects and initiatives identified as priorities or are necessary for operational purposes.

- **West Lakes Neighborhood Reforestation Program $100,000** – The Beautification Master Plan has identified trees per street for reforestation in the West Lakes neighborhood for a total of $500,000 phased over a 5-year period. Funds were appropriated in FY17 for the removal and replacement of 1/5 of the canopy. Additional funding is required at $100,000 each year over the next 4 years to complete the program.

- **Healthy Miami Lakes Master Plan $25,000 -** One of the goals of the 2025- Strategic Master Plan is to improve the health and vitality of residents of all ages through sports and wellness. Funding is required to contract with a consultant to develop a master plan for the entire community to include seniors, special needs and young adults.

- **Smart Cities Strategic Road Map $25,000** – A goal of the 2025 Strategic Master Plan is for the Town to achieve national recognition as a model town for creativity, education, innovation and use of technology. The Town Council agrees by way of Resolution 17-1441 approved in May 2017 that it is in the best interest of the Town to pursue and develop a Smart Cities Strategic Road Map that will allow the Town to develop policy, and identify potential public and private funding opportunities for these initiatives. Funds are required to contract with a consultant to develop this road map.

- **Facilities Renewal and Replacement Plan $125,000 (annually)** – With the construction of the new facilities and improvements to parks facilities and structures, staff has developed a renewal and replacement work plan to fund a long-term renewal and replacement schedule for major repairs and enhancements. If we implement this program, funding will be required annually.

SPECIAL REVENUE FUNDS

Building Department Fund – The Building Department's FY18 Proposed Budget is $4,477,443. 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 annual operating cost of the Building Department is $1,933,108, and $2,544,335 remains in contingency.

Impact Fees Fund – This Fund includes parks, public safety and a contribution in lieu of road impact fees from new developments including Senior Village, Town Center, Lucida and Loch Ness Gardens. Revenues from these developments including carry-over from prior year and interest income are estimated at $2,636,936 from parks impact fees, $485,338 from public safety impact fees, and $408,069 contribution from developer in lieu of road impact fees. The total FY 2017-18 Proposed Budget is $3,530,343 and can only be used to fund the cost of additional capital resources required to maintain and accommodate projected population growth due to new development. Funds are allocated for MLOP Master Plan Implementation ($900,000), widening of NW 67 Avenue ($408,069), purchase Pocket Parks furniture ($65,000), Optimist Clubhouse art in Public Spaces ($30,000), additional funding for emergency generator ($30,865), and redevelop the SW parcel of Royal Oaks Park ($30,000). This Fund has a reserve of $2,066,409.

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 $382,252 from Lucida, Loch Ness and Chrysler Garage developments, a carryforward fund balance of $195,656, totaling $577,908 for FY 2017-18. Funds are transferred to the Capital Projects

Fund for the design services for Business Park East and Main Street East improvements. This Fund has a reserve of $277,908.

People's Transportation Plan – The total proposed budget for FY 2017-18 is $1,408,781 and includes 80% share of revenues from the half-cent discretionary sales surtax ($975,000), prior year carry-over funds ($429,281) and interest income ($4,500). 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 ($332,000), the on-demand Moover service ($79,500), funds for traffic studies as needed and other transportation related activities. A transfer of $825,000 to the Capital Projects Fund is budgeted for NW 59 Avenue extension project ($775,000) and bike path striping at NW 89 Avenue and Commerce Way ($50,000). This fund has $10,029 in reserves.

Transit – The total proposed budget for FY 2017-18 is $498,977 and includes 20% share of revenues from the half-cent discretionary sales surtax ($240,000) and prior year carry-over funds ($258,877). These funds are restricted for transit operations, and cover the full cost of operations, maintenance and marketing of the Town's Moover services, bus shelters and bus stop signs. Staffing is funded at 50% of cost to manage the program, transit and traffic issues. This fund has a reserve of $26,928.

Transportation Gas Tax Fund – Funding is restricted for transportation related activities that include sidewalk replacement, pothole repairs, pressure cleaning of the rights of ways, road striping and signs, etc. At the proposed budget of $390,336, the Town will maintain the same level of service as the prior year. This fund has no reserves.

DEBT SERVICE FUND

The Debt Service Fund for FY 2017-18 now only includes the Series 2010, Special Obligation Bond interest payment ($548,499) and fees ($1,550) for Government Center, which is funded by the Electric Utility Tax revenues of $371,321 and Federal Direct Payment (interest reimbursement) estimated at $178,728.

CAPITAL PROJECTS FUND

The Five-Year Capital Improvement Program aligns with the Town's 2025 Strategic Plan. Mobility remains the Town's #1 strategic goal. In the FY 2017-18 Proposed Budget, investment in transportation projects represent 54% of the Capital Improvement Program, followed by 26% investment in stormwater improvements, 18% in parks and beautification, and 2% for the

emergency generator at Government Center. The Capital Projects Budget for FY 2017-18 totals $7,931,640 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 a portable emergency generator at Government Center ($175,000).

- **Parks Improvements** - Parks capital improvements for FY 2017-18 total $1,430,000 and include funds to complete the design and begin implementation of MLOP Master Plan ($1,000,000); replace roof and air condition unit at MLOP Storage Facility (80,000); impact resistance windows and doors at Mary Collins Community Center ($75,000); year 2 of 3 funding for new park furniture throughout the Town's pocket parks ($65,000) and Art in Public Spaces for the new constructed Optimist Clubhouse ($30,000). Funds are also allocated for Par 3 Park design ($150,000) and to redevelop the SW vacant parcel at Royal Oaks Park for passive community use ($30,000).

- **Transportation Improvements** – Revenue sources for transportation improvements include Local Option Gas Tax, FDOT Grants, Peoples' Transportation Plan (PTP 80%), Mobility Fees, Developer's Contribution in lieu of Road Impact Fees, Interest Income and a carryforward fund balance for transportation improvements, totaling $4,252,281. This amount is appropriated among various projects including NW 59th Avenue Extension that includes the Public Works Storage Yard and the Boat Yard ($775,000), the roadway component of the roadway and drainage improvements at Lake Sarah ($590,960), construction of Safe Routes to School ($580,000), milling and resurfacing of Miami Lakeway South between NE 67 Avenue and Lake Candlewood Court ($193,252), on-road bike path striping at NW 89 Avenue and the school ($50,000) and traffic calming devices ($25,000).

  The Mobility Fee is specifically being utilized for the design of the underpass bridges at NW 146th Street and the Palmetto, and NW 160th Street and the Palmetto (330,000). Also, Mobility Fees in the amount of $300,000 in conjunction with $1.0M FDOT TAP Grant awarded to the Town is allocated for design and construction of Business Park East ($650,000) and Main Street East ($650,000) complete streets implementation projects.

  Palmetto and NW 67 Avenue Widening Project is funded by Town Center Developer's Contribution in lieu of Road Impact Fees ($408,069).

- **Stormwater Improvements** – Two major projects are budgeted for FY 2017-18: the drainage portion of the roadway and drainage project at Lake Sarah ($1,107,440), and Phase II of the Canal Bank Stabilization project ($868,000) on NW 170th Street, from the eastern property line of 7831 NW 169 Terrace continuing westbound for approximately

3,200 linear feet. Both projects commenced in the prior year and is expected to be completed in FY18. 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. The sub-fund has a contingency of $98,920.

STORMWATER UTILITY FUND

Stormwater Utility fees for FY 2017-18 are essentially at the same level as the prior year. The Budget totals $1,420,148 and includes an appropriation to conduct lake quality assessments ($50,000), update the Stormwater Master Plan ($30,000), acquire an asset management software ($60,000). A transfer to the Capital Projects Fund ($150,000) is budgeted for partial funding of the drainage portion of Lake Sarah improvements.

FACILITY MAINTENANCE FUND

This 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 FY 18 Budget totals $314,249.

Conclusion

We are pleased to present a structurally balanced budget that adequately provides for the operational needs of the Town with no increase to the millage rate, notwithstanding the cost of doing business continues to increase, public safety, healthcare, construction and maintenance services continue to rise.

Various projects and initiatives identified as priorities are unfunded ($275,000) in the Proposed Budget. There are challenges expected in the coming years and we will need to foster a climate that promotes economic development as well as explore new innovative business practices and revenue initiatives beyond ad valorem to be able to accomplish the goals set forth by the 2025 Strategic Plan. As such, we remain committed to managing our resources in a financially stable manner and continue to offer exceptional quality of service to our residents.

Town of Miami Lakes
Memorandum

To: Honorable Mayor and Councilmembers
From: Alex Rey, Town Manager
Subject: Adoption of Budget for Fiscal Year 2017-18
Date: 9/20/2017

Recommendation:

It is recommended that the Town Council adopt Fiscal Year 2017-18 Budget as amended on second reading and presented in Exhibit A to the Ordinance.

Background:

The Town Manager's FY 2017-18 Budget Message presented at the first Budget Hearing on September 5, 2017 is attached for reference.

CHANGES FROM FIRST READING

There are two modifications made to FY 2017-18 Proposed Budget after the first Budget Hearing held on September 5, 2017. These modifications include increasing the Councilmembers (excluding the Town Mayor) annual travel and per diem allocation from $1,500 to $2,000, and allocating funds for the purchase of a license plate recognition (LPR) software. These adjustments have no impact to the FY 2017-18 total budget. See summary of changes in Attachment 1 to this memorandum.

Per Administrative Order #10-01.03 effective November 12, 2013, the Mayor and Town Council is authorized to travel with a $1,500 cap limit per fiscal year. At the FY 2017-18 first Budget Hearing, the Town Council approved increasing the travel allocation (excluding the Mayor) from $1,500 to $2,000 each for a total increase of $3,000. This increase is offset by Councilmember Collazo's waiver of his travel and per diem allocation ($2,000), as well as a reduction to the appropriation for registration at conferences ($1,000) as a result of Councilmember Collazo's waiver.

At the September 5, 2017 Council Meeting, staff was directed to update the study and allocate funds for the purchase and implementation of a license plate recognition software. LPR is a technology that uses optical character recognition to automatically read license plate characters. It is an effective public safety tool used to enhance law enforcement and investigative capabilities while promoting a safe and secure environment for our residents. Funds are allocated from the Police Impact Fees reserves ($200,000).

ATTACHMENTS:

Description

FY 2017-18 Budget Message
Attachment 1 - Summary of Changes
Budget Ordinance (Second Reading)
Exhibit A - FY2017-18 Proposed Budget Line Item Detail

TOWN OF MIAMI LAKES
FY 2017-18 PROPOSED BUDGET
GENERAL FUND - SUMMARY OF CHANGES
Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2017-18 PROPOSED BUDGET 9/05/17	CHANGES as at FIRST HEARING	FY2017-18 PROPOSED BUDGET 9/20/17	BUDGET COMMENTS
GENERAL FUND EXPENDITURES				
TOWN COUNCIL AND MAYOR				
EXECUTIVE SALARIES- MAYOR	$18,000		$18,000	Current Salary and Wages
REGULAR SALARIES	$80,000		$80,000	Includes Administrative Assistant to Mayor and Administrative Assistant to Town Council
OVERTIME	$3,000		$3,000	Overtime as needed
PAYROLL TAXES	$14,668		$14,668	Calculated based on 7.65% of salary
FRS CONTRIBUTIONS	$7,762		$7,762	Rate increase from 7.52% to 7.92% thru Jul '18
HEALTH & LIFE INSURANCE	$82,894		$82,894	Includes medical, dental, vision and life for Town Council, Assistant to Mayor and Assistant to Council
HEALTH INSURANCE MAYOR	$19,273		$19,273	Includes medical, dental, vision for Mayor
WIRELESS STIPEND	$960		$960	Stipend for Mayor's assistant and Council assistant ($40/month, each)
TRAVEL & PER DIEM	$12,000	$1,000	$13,000	Transportation, hotel accommodation and meals for Mayor and Council attendance to conferences.
CAR ALLOWANCE -MAYOR	$7,200		$7,200	Allowance of $600/mo
CAR ALLOWANCE -COUNCIL	$36,000		$36,000	Allowance of $500/mo each
EXP ALLOWANCE MAYOR & COUNCIL	$50,544		$50,544	Adjusted by CPI (estimated 2.0%) as per Charter
CELL PHONES	$5,460		$5,460	Data plan 7 iPads $40/mth, 7 cell phones avg
PRINTING & BINDING	$1,000		$1,000	Business cards for Mayor & Councilmembers
STATE OF TOWN ADDRESS	$5,000		$5,000	Donations anticipated to offset State of the Town Address expenses.
TOY DRIVE	$1,000		$1,000	Expenses offset by donations
COUNCIL DISCRETIONARY FUND	$700		$700	Misc discretionary activities as approved by Council
COUNCIL UNIFORMS	$360		$360	Includes 1 each shirt @ $40
MEETING SET UP	$300		$300	Miscellaneous set-up costs for meetings
COUNCIL AWARDS	$1,250		$1,250	Includes awards, proclamations and framing
MEMBERSHIPS SUBSCRIPTIONS	$14,808		$14,808	Florida League of Cities ($3,608), MDC League of Cities ($3,000), National League of Cities ($2,000), MDC Monthly Meetings ($600), Int'l Council of Shopping Center ($100). US Conference of Mayors membership and conference offset by potential grant funding opportunities ($5,500).
EDUCATION & TRAINING	$7,800	-$1,000	$6,800	Registration at conferences and training including Florida League of Cities Conference, National League of Cities Leadership Summit and Congressional City Conference, MDC League of Cities Best Practices Meeting, etc.
SMALL EQUIPMENT	$0		$0	FY17 Ipads for Councilmembers
TOTAL TOWN COUNCIL EXPENDITURES:	**$369,979**	**$0**	**$369,979**	

TOWN OF MIAMI LAKES
FY 2017-18 PROPOSED BUDGET
PUBLIC SAFETY IMPACT FEE - SUMMARY OF CHANGES
Revenue and Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2017-18 PROPOSED BUDGET 9/05/17	CHANGES as at FIRST HEARING	FY2017-18 PROPOSED BUDGET 9/20/17	BUDGET COMMENTS
PUBLIC SAFETY IMPACT FEES				
REVENUES				
PUBLIC SAFETY IMPACT FEES	$470,054		$470,054	Impact fees from Snr Village, Town Center, Lucida, and other developments
PUBLIC SAFETY BUDGET CARRYFORWARD	$15,284		$15,284	
TOTAL REVENUES	**$485,338**	**$0**	**$485,338**	
EXPENDITURES				
POLICE IMPACT FEE EXP	$0	$200,000	$200,000	Purchase and installation of license plate recognition software. FY17 Purchase of 2 Police vehicles, and purchase and installation of 3 radar speed signs
CONTINGENCY	$454,473	-$200,000	$254,473	Reserve for public safety improvement projects
TRANSFER TO CPF - FACILITIES	$0		$0	
TRANSFER TO SRF	$0		$0	FY17 Transfer to zero out SRF
TRANSFER TO CPF - FACILITIES	$30,865		$30,865	Transfer for Town Hall Emergency Generator
TOTAL EXPENDITURES	**$485,338**	**$0**	**$485,338**	

Functional Organizational and Staffing Positions by Department Charts

Town of Miami Lakes

FUNCTIONAL ORGANIZATIONAL CHART

TOWN RESIDENTS

MAYOR
Hon. Manny Cid
VICE MAYOR
Hon. Nelson Rodriguez
TOWN COUNCIL
Hon. Luis Collazo
Hon. Tim Daubert
Hon. Ceasar Mestre
Hon. Frank Mingo
Hon. Marilyn Ruano

TOWN ATTORNEY
Raul Gastesi

TOWN MANAGER
Alex Rey
General Management
Financial Oversight
Capital Improvements
Transportation

TOWN CLERK
Gina Inguanzo
Clerk Responsibilities

Mayor and Town Council Support

OPERATIONS
Tony Lopez

Park Maintenance
Tree Management
ROW Maintenance

PUBLIC WORKS
Carlos Acosta
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
Darby Delsalle

General Planning
LDC
Variances
Site Plan Reviews

BUILDING
Eliezer Palacio

Building Permits & Inspections
Zoning
Real Estate and Property Management
Business Tax
Code Compliance

POLICE
Javier Ruiz
MDPD

Local Patrol
Community Policing
General Investigation

ADMINISTRATION
Andrea Agha

Budget
Human Resources
Information Technology
Procurement
Grants

TOWN OF MIAMI LAKES

Positions by Department

	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	Comments
Mayor and Town Council						
Full Time						
Assistant to the Mayor	1	1	1	1	1	
Assistant to the Council/Deputy Town Clerk	1	1	1	1	1	
FT Sub-Total	**2**	**2**	**2**	**2**	**2**	
Town Clerk						
Full Time						
Town Clerk	1	1	1	1	1	
FT Sub-Total	**1**	**1**	**1**	**1**	**1**	
Part Time						
Sound Engineer	0	0	0	0	0	
Deputy Town Clerk	0	1	0	0	0	
PT Sub-Total	**0**	**1**	**0**	**0**	**0**	
Town Administration						
Full Time						
Town Manager	1	1	1	1	1	
Director of Administration	0.5	0.5	1	1	1	
Finance Director	1	1	1	1	1	
Administration Services Manager	1	1	1	1	1	Position reclassified from Procurement Specialist
Comptroller/Senior Accountant	1	1	1	1	1	
Budget Manager	1	1	1	1	1	
Accountant	1	1	1	1	1	
Secretary/Receptionist	2	2	1	1	1	
Procurement Manager	1	1	1	1	1	
Procurement Specialist	0	0	0	0	0	
Assistant to the Town Manager	1	1	1	1	1	
IT Systems Administrator	0	0	0	0	0	
Information Technician	0	0	0	0	0	
Accounting Technician	0	0	0	1	1	
Grantswriter	1	1	1	1	1	
FT Sub-Total	**11.5**	**11.5**	**11**	**12**	**12**	
Part Time						
HR Specialist	1	1	1	1	1	
Senior Accountant	1	0	0	0	0	
Accounting Technician	0	0	1	0	0	
Receptionist	0	0	0	1	1	
PT Sub-Total	**2**	**1**	**2**	**2**	**2**	
Seasonal						
Interns	2	1	1	1	1	
Seasonal Sub-Total	**2**	**1**	**1**	**1**	**1**	
Building and Zoning						
Full Time						
Building Official	1	1	1	0	0	
Building Administrator	0	0	0	0	0	
Chief Building Inspector	1	1	1	0	0	
Senior Building Inspector	0	1	1	0	0	
Permit Clerk Supervisor	1	1	1	0	0	
Permit Clerk	3	3	3	0	0	
Facilities Maintenance Coordinator	1	1	1	0	0	
Records Management - Scanning	1	1	1	0	0	
FT Sub-Total	**8**	**9**	**9**	**0**	**0**	

TOWN OF MIAMI LAKES

Positions by Department

	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	Comments
Part Time						
Zoning Official	1	1	1	2	2	
Permit Clerk	0	1	0	0	0	
PT Sub-Total	**1**	**2**	**1**	**2**	**2**	
Neighborhood Services/Code Compliance						
Full Time						
Director of Administration	0.5	0.5	0	0	0	
Code Compliance Manager	1	1	1	1	0.5	Partially funded in Building Department
Code Compliance Supervisor	0	0	0	0	1	Part-time ICA converted to full-time employee
FT Sub-Total	**1.5**	**1.5**	**1**	**1**	**1.5**	
Planning						
Full Time						
Planning Director	1	1	1	1	1	
Planning Technician	1	1	1	1	0	Position converted to ICA
FT Sub-Total	**2**	**2**	**2**	**2**	**1**	
Parks - Community Services						
Full Time						
Chief of Operations	1	1	0.5	0.5	0.5	Partially funded in Public Works
Landscape Supervisor	0	0	0	0	0	
Greenspace Maintenance Supervisor	1	1	1	1	1	
Arborist/Field Inspector	0	0	1	1	1	
Community & Leisure Services Coordinator	1	1	0	0	0	
Business Operations Supervisor	0	0	1	1	0	Position converted to ICA
Parks & Athletics Manager	1	1	1	1	1	
Leisure Services Specialist	1	1	1	1	1	
Leisure Services Specialist/Office Specialist	1	1	1	1	1	
FT Sub-Total	**6**	**6**	**6.5**	**6.5**	**5.5**	
Part Time						
Leisure Services Specialist	2	2	2	0	0	
PT Sub-Total	**2**	**2**	**2**	**0**	**0**	
Part Time/Seasonal						
Crossing Guards	0	7	7	7	7	
PT/Seasonal Sub-Total	**0**	**7**	**7**	**7**	**7**	
Community Engagement and Outreach						
Community Engagement & Outreach Director	0	0	1	1	1	
Leisure Services Manager	1	1	1	1	1	
Community Engagement & Outreach Manager	0	0	1	1	1	
Committee and Special Events Coordinator	1	1	1	1	0	Reclassified to Part-time Information Specialist
Programs Coordinator	1	1	2	2	2	
Recreation Specialist	0	0	0	1	1	
FT Sub-Total	**3**	**3**	**6**	**7**	**6**	
Part-time						
Information Specialist	0	0	0	0	1	
PT Sub-Total	**0**	**0**	**0**	**0**	**1**	
Seasonal						
Class Instructors	6	6	8	8	8	
Interns	2	1	0	0	0	
Seasonal Sub-Total	**8**	**7**	**8**	**8**	**8**	

TOWN OF MIAMI LAKES

Positions by Department

	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	Comments
Public Works and Capital Improvements						
Full Time						
Chief of Operations	0	0	0.5	0.5	0.5	Position partially funded in Parks - Community Services
Public Works Director	1	1	0.5	0.5	0.5	Position partially funded in Stormwater
Landscape Supervisor	1	0	0	0	0	
FT Sub-Total	**2**	**1**	**1**	**1**	**1**	
Part Time						
Public Works Senior Designer	1	0	0	0	0	
PT Sub-Total	**1**	**0**	**0**	**0**	**0**	
GENERAL FUND SUMMARY	**FY 2013-14**	**FY 2014-15**	**FY 2015-16**	**FY 2016-17**	**FY 2017-18**	
Full time	**37**	**37**	**40**	**32.5**	**30**	
Part time	**6**	**6**	**5**	**4**	**5**	
Seasonal	**8**	**7**	**8**	**8**	**8**	
Part Time/Seasonal	**0**	**7**	**7**	**7**	**7**	
SPECIAL REVENUE FUND - TRANSPORTATION						
Full Time						
Senior Transportation Manager	0	0	0	1	1	Title reclassifed from Senior Planner
Transit Coordinator	0	1	1	0	0	
FT Sub-Total	**0**	**1**	**1**	**1**	**1**	
Part Time						
Transit Coordinator	1	0	0	0	0	
PT Sub-Total	**1**	**0**	**0**	**0**	**0**	
BUILDING FUND						
Full Time						
Building Official	0	0	0	1	1	
Building Administrator	0	0	0	0	0	
Chief Building Inspector	0	0	0	1	1	
Senior Building Inspector	0	0	0	1	1	
Building Inspector 1	0	0	0	0	1	
Permit Clerk Supervisor	0	0	0	1	1	
Code Compliance Manager	0	0	0	0	0.5	Partially funded in General Fund
Permit Clerk	0	0	0	3	4	
Records Management - Scanning	0	0	0	1	1	
Office Specialist	0	0	0	0	1	
FT Sub-Total	**0**	**0**	**0**	**8**	**11.5**	
Part Time Building Inspectors and Plan Reviewers	based on hours	based on hours	based on hours	based on hours	based on hours	
STORMWATER UTILITY FUND						
Full Time						
Public Works Director	0	0	0.5	0.5	0.5	Position partially funded in Public Works
Public Works Manager	1	1	0	0	1	
Stormwater Analyst/Office Specialist	0	0	1	1	1	
Vacuum Truck Driver	1	1	1	1	1	
Vacuum Truck Driver Assistant	1	1	1	1	1	
FT Sub-Total	**3**	**3**	**3.5**	**3.5**	**4.5**	
FACILITY MAINTENANCE FUND						
Full Time						
Facility Maintenance Coordinator	0	0	0	1	1	
FT Sub-Total	**0**	**0**	**0**	**1**	**1**	

MIAMI LAKES

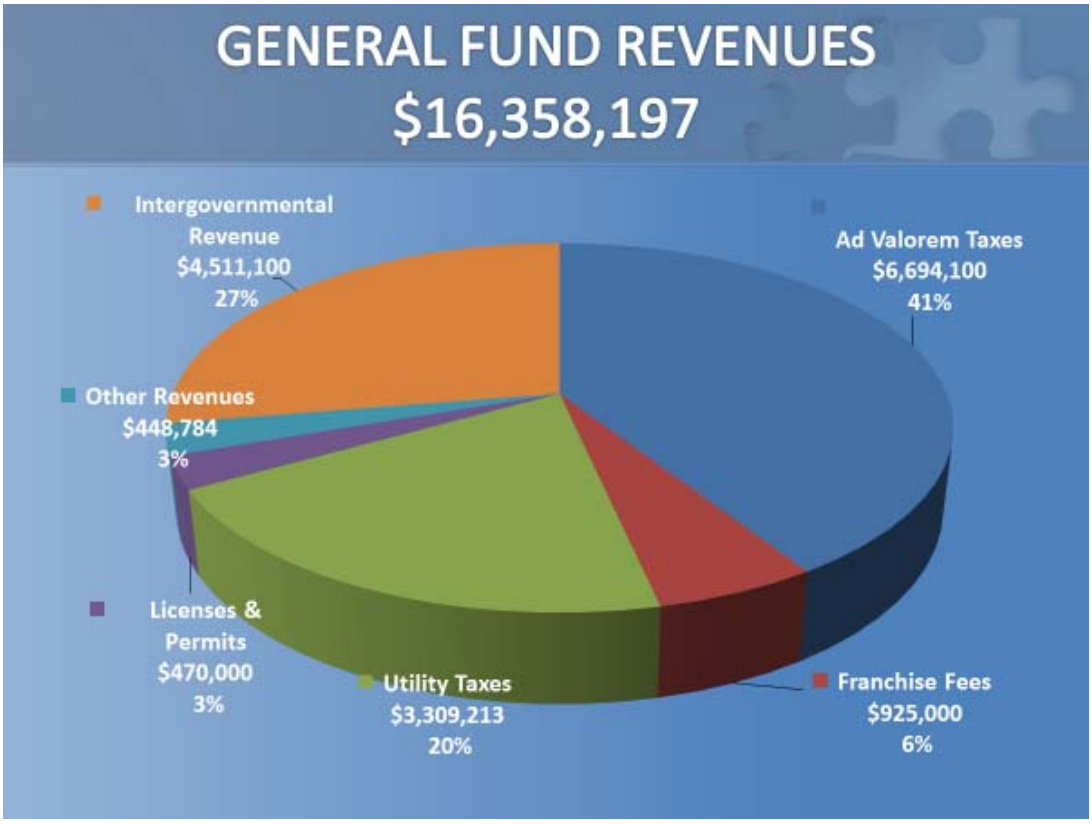
Growing Beautifully

General Fund

General Fund Revenue Detail

The Adopted General Fund Operating Revenue Budget for Fiscal Year 2017-18 is $16,358,197, an increase of $666,615 or 4.3% as compared to the prior year's Amended Budget. In addition, the Budget includes $500,000 carry-over funds from the prior year which is allocated for litigation reserves, for a total General Fund Budget of $16,858,197. This excludes the remaining unassigned fund balance $3,384,807. This increase is primarily due to taxable value increase effect on Ad Valorem ($460,000) and Utility Services Tax ($359,000), offset by a decrease in FPL Franchise Fees ($-275,000). The estimates for Intergovernmental revenues including State Revenue Sharing, Half Cent Sales Tax, Communications Services Tax and the various other revenue sources also reflect a light increase for FY 2018.

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.



Ad Valorem Taxes

Chapter 166 of the 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 revenue is 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 2016 Comprehensive Annual Financial Report shown below, the Town historically collects between 93% and 95% of Ad Valorem taxes levied. Tax payers who pay prior to February of 2018 may receive up to a 4% discount. Therefore, the Town's 95% budgeted amount potentially overestimates the expected Ad Valorem revenue; however, per Florida Statue, the Town is required to budget no less than 95%.

TOWN OF MIAMI LAKES, FLORIDA
REVENUE CAPACITY
PROPERTY TAX LEVIES AND COLLECTIONS
LAST TEN FISCAL YEARS
(IN THOUSANDS)

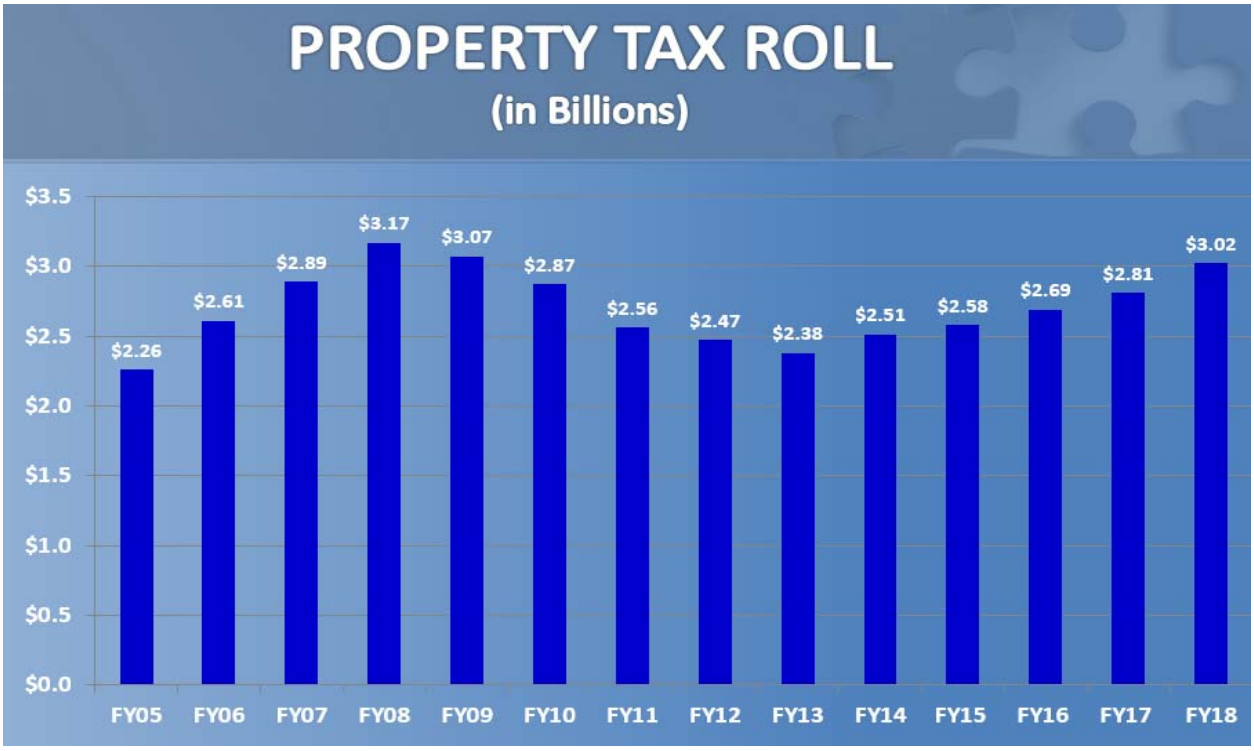
		Collected within the Fiscal Year of the Levy			Total Collections To Date	
Fiscal Year ended September 30, (1)	Taxes Levied for the Fiscal Year	Net Amount Levied	Percentage of Levy	Collections in Subsequent Years	Amount	Percentage of Levy
2007	8,268	7,609	92.02%	97	7,706	93.20%
2008	7,840	7,348	93.72%	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	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	5,785	95.53%	85	5,870	96.93%
2016	6,329	5,968	94.30%	95	6,063	95.80%

source: Miami-Dade County Property Tax Collector

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

Property Tax Roll Value

The tax roll for Town of Miami Lakes as certified by the Property Appraiser on July 1, 2017 reflects a gross taxable value of $3,017,332,354, which includes an increase of $13,870,920 in new construction, additions, deletions and rehabilitative improvements. As compared to the certified taxable value for the previous year of $2,809,602,232, this amount reflects an increase in gross taxable value of $207,730,122 or 7.4%.

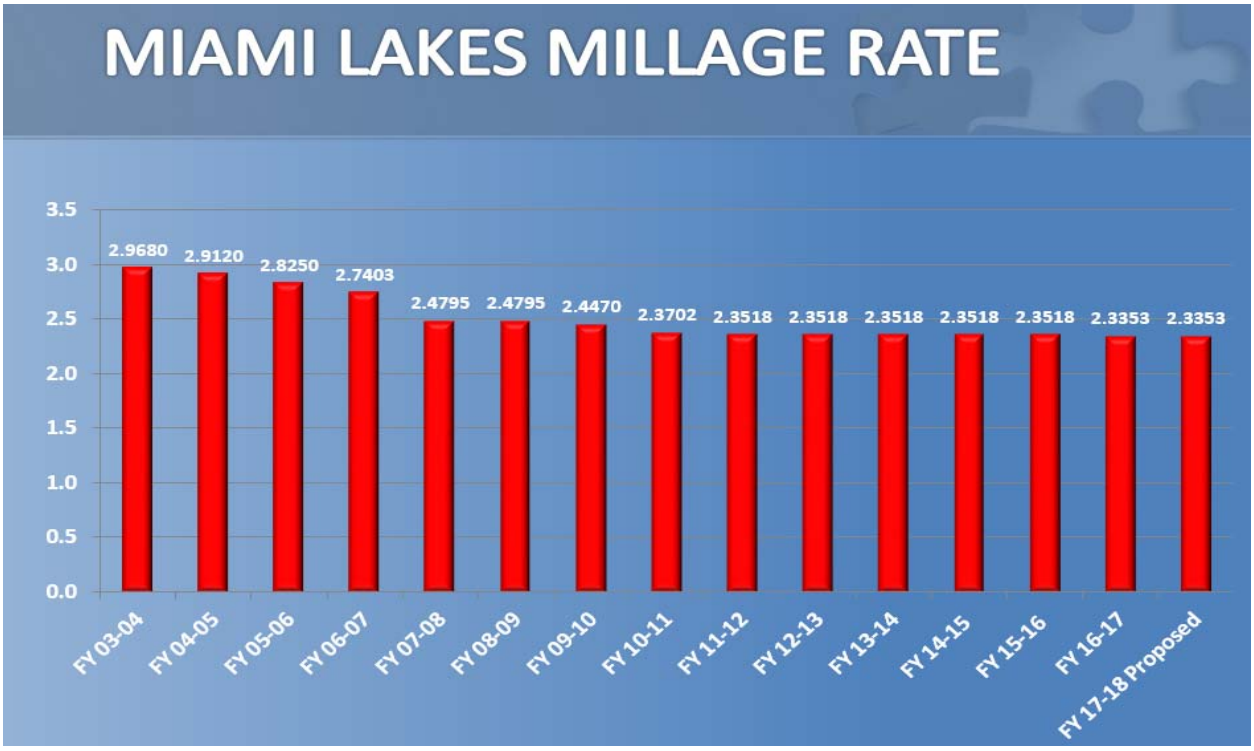


As seen in the chart above, property tax roll value has been steadily on the rise since FY 2012-13, thus reflecting signs of continuous economic recovery and growth.

Millage Rate

The adopted millage rate for FY 2017-18 is 2.3353 mills, which is $2.3353 per $1,000 of assessed property value. This rate was approved by Town Council in July 2017, and is the same rate as the prior year's adopted millage rate. It is the sixth lowest rate in Miami-Dade County as compared to the other municipal rates. This rate will generate approximately $6,694,100 of ad valorem revenue budgeted at 95% collection rate.

The adopted millage rate is 8.07% higher than the rolled-back rate of 2.1610. 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 2.1610 would generate $499,625 less in ad valorem revenue than the adopted millage rate of 2.3353.



Franchise Fees

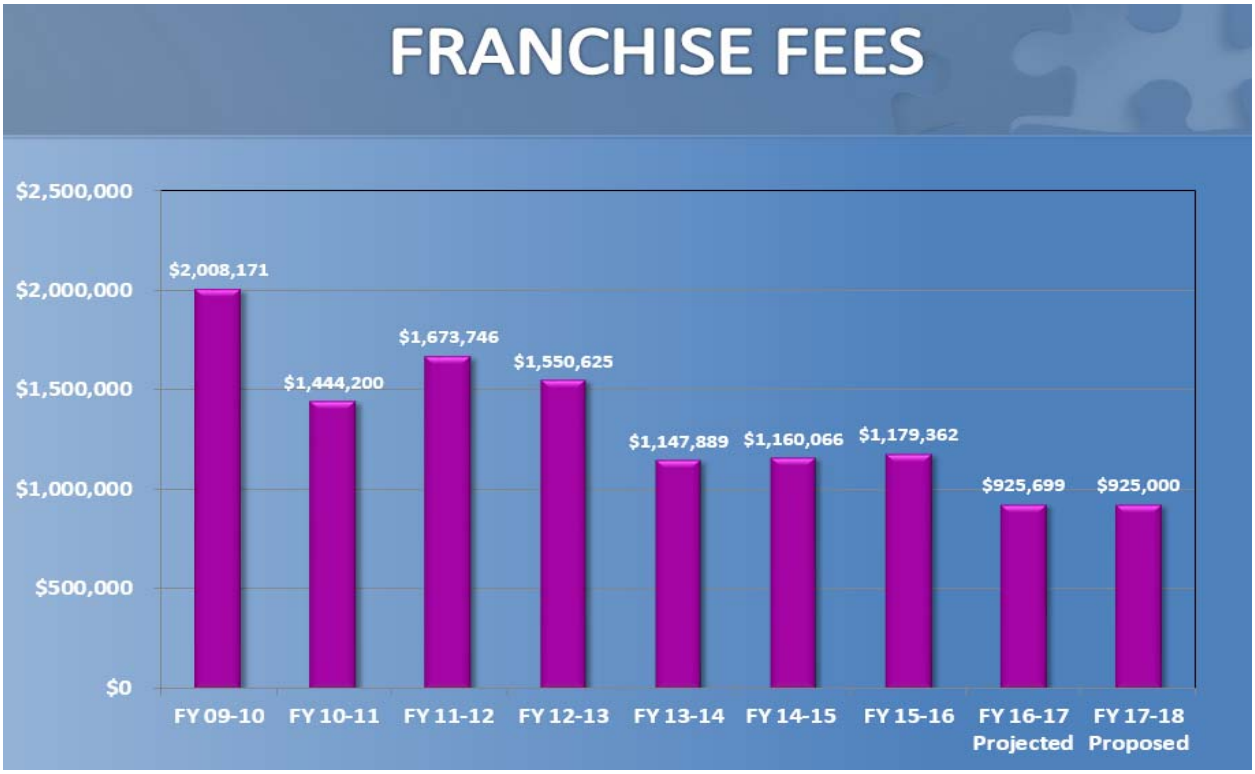
Franchise Fees are established by franchise agreements between a municipality and private service providers. Franchise Fees are negotiated with the utility company for the use of municipal rights-of-ways.

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%. Based on the current year's revenue, FY 2017-18 Franchise Fee is budgeted at $925,000, a further reduction of $226,000 or 20%.

The Town of Miami Lakes is currently negotiating its own franchise agreement with FPL which will become effective when the current agreement expires or when the County terminates in 2019, whichever occurs first.

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 $3,309,213.

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 2017-18 estimated net revenue is $2,809,213, a 7% increase as compared to the current year's projection, resulting from the Public Service Commission's approval of FPL's rate-hike settlement effective January 2017.

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

water rates and consumption increases. FY 2017-18 revenue is estimated at $425,000 or a 7.5% increase over the current 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 $75,000 in revenues for FY 2017-18, approximately the same level as the current year's projection.

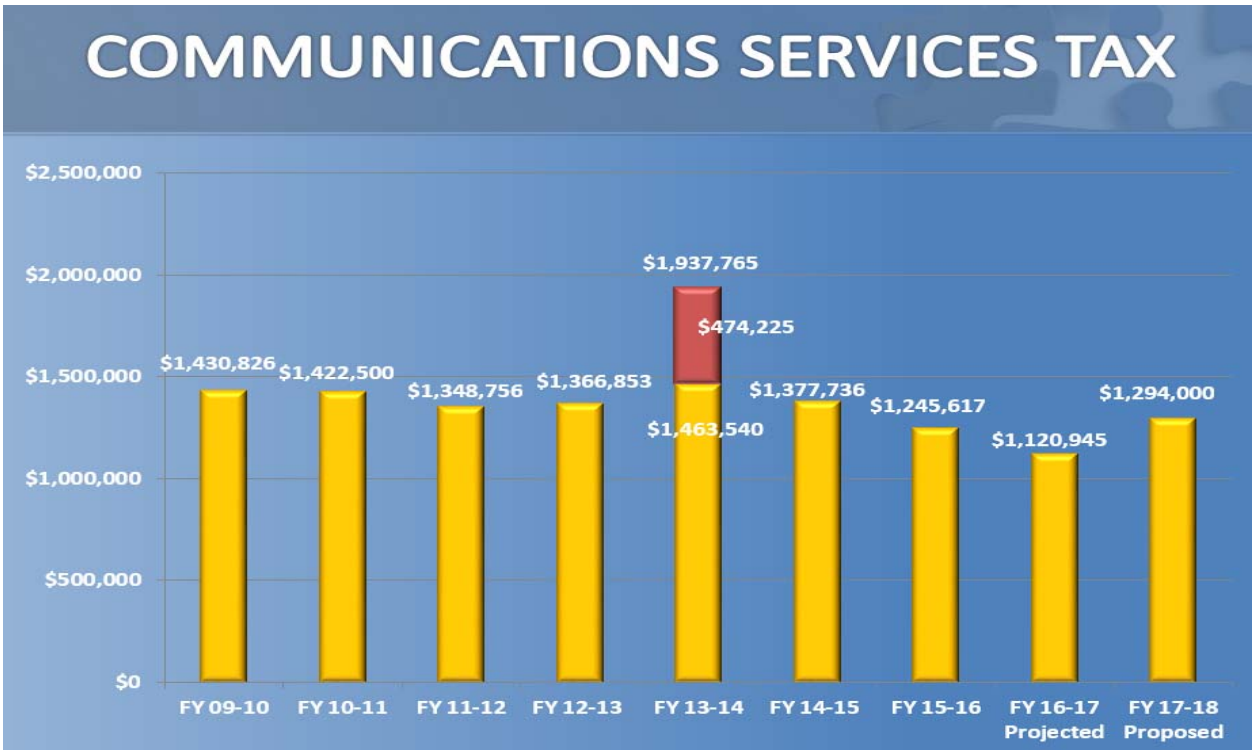
The chart below illustrates the total revenue collections for the three sources of Utility Services Tax.

Communications Services Tax

Communication 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

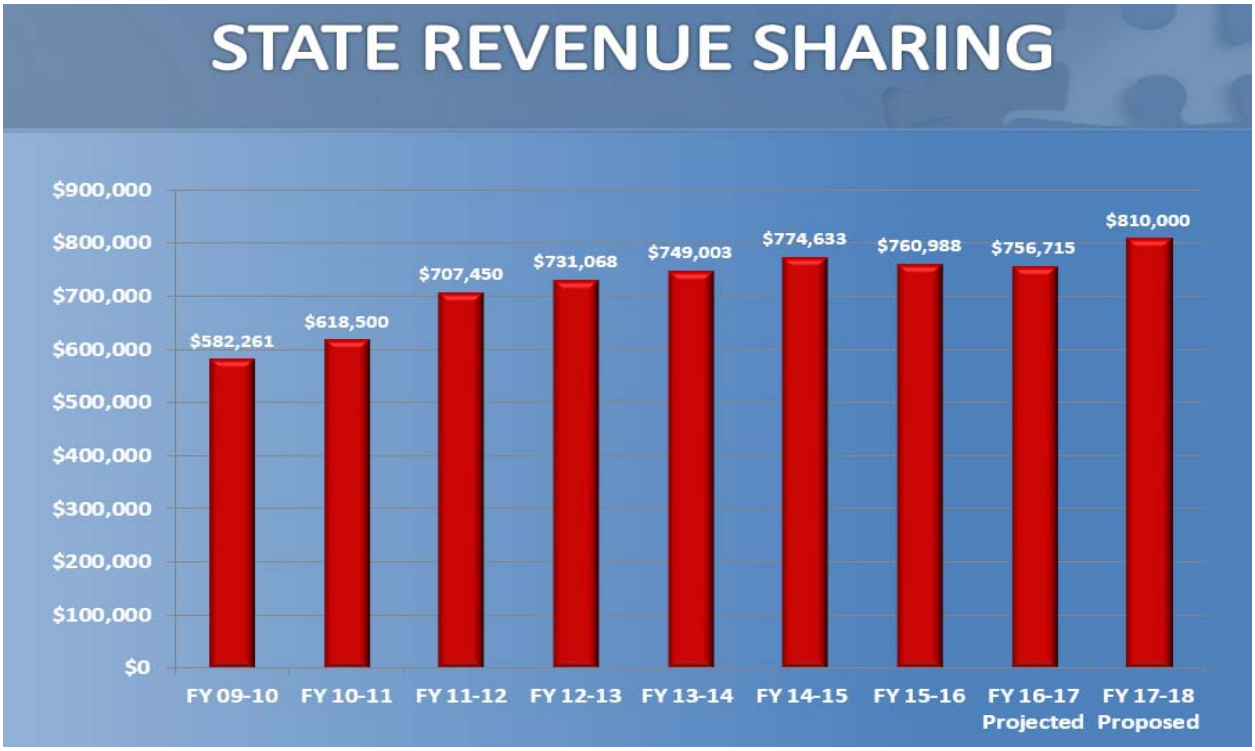
of Miami Lakes communication services tax rate is 5.22%. CST is collected and distributed by the State of Florida.

Communications 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 gradual 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. In FY 2017, a refund claim from AT&T Mobility for internet access charges further reduced revenues by approximately $125,000 or 10%. For FY 2017-18 the Town anticipates gross revenues in the amount of $1,294,000.



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 $810,000 in FY 2017-18 based on the Florida Department of Revenue estimate, representing an increase of $53,285 or 7% from the current year's projection.

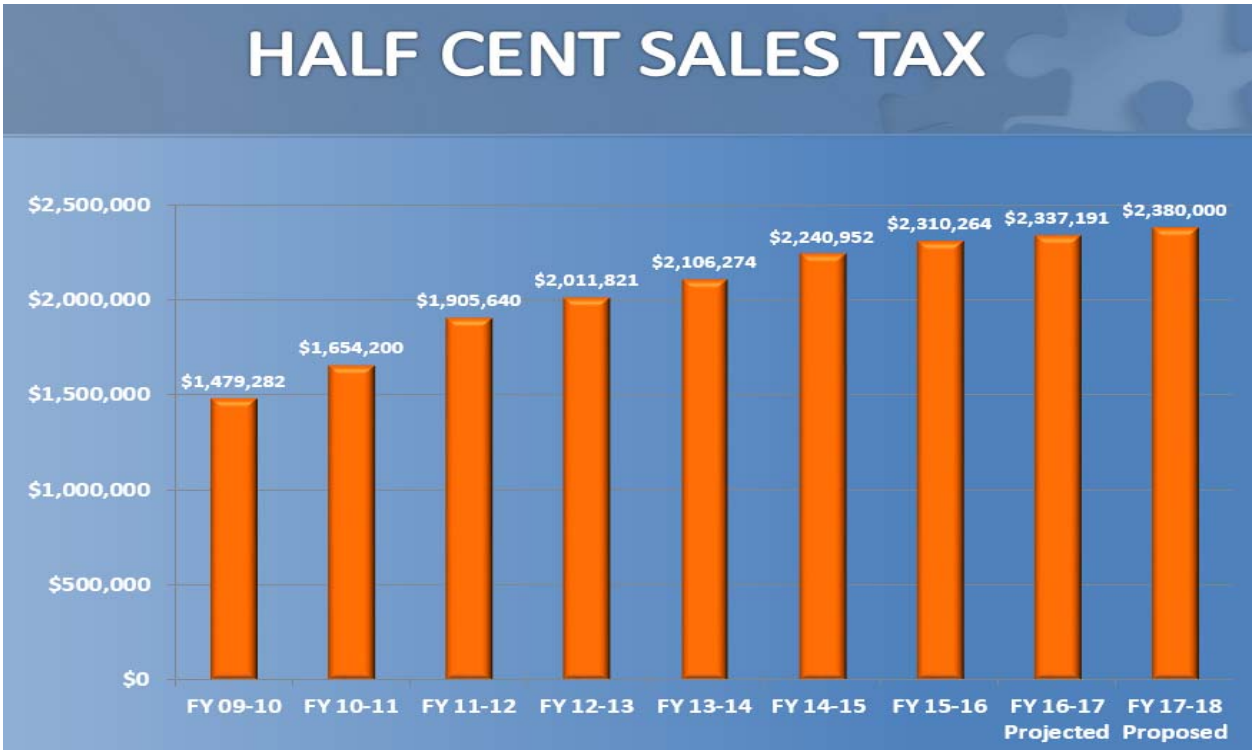


Alcoholic Beverage Tax

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 2017-18, same as the current year's projections.

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 2017-18 Budget is $2,380,000, a 2% increase over the current year's projections.



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 $160,000 in revenues FY 2017-18. 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 2017-18 includes zoning fees, hearings, site plan review fees, zoning verification letters and fine violations ($180,000). 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 in the Town's right of way. The Town estimates collecting $65,000 in revenues in FY 2017-18.

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 for FY 2017-18 are anticipated at $65,000 which accounts for the cost of administering the program.

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 $125,000 based on prior years trend. It should be noted in that the Town implemented a Lien Amnesty Program in FY 2015 which terminated in the first quarter of FY 2016. This Program 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.

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 2017-18 are budgeted at $40,000.

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 2017-18.

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 2017-18.

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 and the Clubhouse at Miami Lakes Optimist Park being fully operational. Revenues are budgeted at $153,000.

TOWN OF MIAMI LAKES
FY 2017-18 ADOPTED BUDGET
GENERAL FUND
Revenue by Line Item

ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 ACTUALS	FY2016-17 ADOPTED BUDGET	FY2016-17 AMENDED BUDGET	FY2016-17 YEAR-END PROJECTION	FY2017-18 ADOPTED BUDGET	COMMENTS
Ad Valorem Taxes							
Current Ad Valorem Taxes	$ 5,316,371	$ 5,510,783	$ 6,234,000	$ 6,234,000	$ 5,769,839	$ 6,694,100	Based on estimated tax roll of $2.9 billion at the current tax rate of 2.3353 @95%
Current Ad Valorem Taxes - Pers. Prop.	381,413	361,816	-	-	397,043	-	Included in estimate above
Delinquent Ad Valorem Taxes	87,067	95,217	-	-	95,754	-	
Sub-total: Taxes	**$ 5,784,851**	**$ 5,967,817**	**$ 6,234,000**	**$ 6,234,000**	**$ 6,262,636**	**$ 6,694,100**	
Franchise Fees							
Franchise Fees - Electricity	$ 1,160,066	$ 1,179,362	$ 1,200,000	$ 1,200,000	$ 925,699	$ 925,000	Based on FY 17 Projected Revenues
Sub-total: Franchise Fees	**$ 1,160,066**	**$ 1,179,362**	**$ 1,200,000**	**$ 1,200,000**	**$ 925,699**	**$ 925,000**	
Utility Service Tax							
Utility Service Tax - Electricity	$ 2,428,555	$ 2,492,707	$ 2,480,000	$ 2,480,000	$ 2,625,129	$ 2,809,213	Net of Debt Service Payment of $370,000
Utility Service Tax - Water	376,328	384,834	400,000	400,000	395,000	425,000	Based on prior year's trends
Utility Service Tax - Gas	51,853	79,781	70,000	70,000	71,280	75,000	Based on prior year's trends
Sub-total: Utility Servcies Tax	**$ 2,856,736**	**$ 2,957,322**	**$ 2,950,000**	**$ 2,950,000**	**$ 3,091,409**	**$ 3,309,213**	
Intergovernmental Revenues							
Communications Service Tax	$ 1,377,736	$ 1,245,617	$ 1,251,551	$ 1,251,551	$ 1,120,945	$ 1,294,000	Based on state revenue estimates. Increase due to completion of refund settlement with ATT.
State Revenue Sharing	774,633	760,988	825,000	825,000	756,715	810,000	Based on state revenue estimates
Alcoholic Beverage License	13,101	17,701	18,000	18,000	18,000	18,000	Based on prior year's trends
Grants - Byrne Grant	-	8,431	3,600	3,600	9,257	3,600	Pending grant agreement with County
Grants - VARIOUS	9,216	38,500	-	-	-	5,500	Potential grant funding from US Conference of Mayors to offset membership and conference
Half-cent Sales Tax	2,240,592	2,310,264	2,400,000	2,400,000	2,337,191	2,380,000	Based on state revenue estimates
Sub-total: Intergovernmental	**$ 4,415,277**	**$ 4,381,501**	**$ 4,498,151**	**$ 4,498,151**	**$ 4,242,108**	**$ 4,511,100**	

TOWN OF MIAMI LAKES
FY 2017-18 ADOPTED BUDGET
GENERAL FUND
Revenue by Line Item

ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 ACTUALS	FY2016-17 ADOPTED BUDGET	FY2016-17 AMENDED BUDGET	FY2016-17 YEAR-END PROJECTION	FY2017-18 ADOPTED BUDGET	COMMENTS
Permits & Fees							
Building Permits - Technology Fee	$ 97,547	$ 159,583	$ -	$ -	$ -	$ -	Moved to Building Fund
Building Permits - Lost Plans	7,916	9,739	-	-	-	-	Moved to Building Fund
Building Permits	772,659	1,207,873	-	-	-	-	Moved to Building Fund
Building Permits - Violation Fee	39,457	65,225	-	-	-	-	Moved to Building Fund
Building Department Revenues:	**917,580**	**1,442,419**	**-**	**-**	**-**	**-**	
Local Business Licenses: TOML	119,153	109,769	110,000	110,000	94,118	120,000	Based on prior year's trends
Local Business Licenses: County	33,472	37,219	37,000	37,000	38,583	40,000	Based on prior year's trends
False Alarm Fees	63,445	82,567	65,000	65,000	64,006	65,000	Based on prior year's trends
Zoning Hearings	15,900	16,779	16,000	16,000	11,350	14,000	Based on prior year's trends
Administrative Site Plan Review	700	1,050	1,500	1,500	500	1,000	Based on prior year's trends
Zoning Letters	1,900	4,950	3,000	3,000	5,750	5,000	Based on prior year's trends
Zoning Fees	111,351	116,957	134,750	134,750	120,315	125,000	Based on prior year's trends
Staff Costs	6,503	5,486	1,500	1,500	16,977	5,000	Based on prior year's trends
Fine Violation Interest	13,359	23,328	15,000	15,000	44,459	30,000	Based on prior year's trends
Administrative Variances	25	350	-	-	-	-	Based on prior year's trends
Planning Department Revenues:	**369,293**	**398,456**	**383,750**	**383,750**	**396,058**	**405,000**	
Public Works Permits	25,148	38,384	35,000	35,000	95,000	65,000	Based on prior year's trends
Sub-total: Permits & Fees	**$ 1,312,020**	**$ 1,879,259**	**$ 418,750**	**$ 418,750**	**$ 491,058**	**$ 470,000**	

TOWN OF MIAMI LAKES
FY 2017-18 ADOPTED BUDGET
GENERAL FUND
Revenue by Line Item

ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 ACTUALS	FY2016-17 ADOPTED BUDGET	FY2016-17 AMENDED BUDGET	FY2016-17 YEAR-END PROJECTION	FY2017-18 ADOPTED BUDGET	COMMENTS
Fines & Forfeitures							
Police Traffic Fines	35,499	25,892	40,000	40,000	26,001	25,000	Based on prior year's trends
Police - L.E.T.F.	-	-	3,500	3,500	3,043	-	Based on prior year's trends
Public School Crossing Guards	35,938	36,278	35,000	35,000	35,591	35,000	Based on prior year's trends
Code Violation Fines	75,447	142,184	75,000	75,000	135,949	125,000	Based on prior year's trends
Lien Amnesty	145,811	67,329	-	-	-	-	Program terminated
Police Parking Fines	19,770	12,371	20,000	20,000	9,316	15,000	Based on prior year's trends
Sub-total: Fines & Forfeitures	**$ 312,465**	**$ 284,054**	**$ 173,500**	**$ 173,500**	**$ 209,900**	**$ 200,000**	
Miscellaneous Revenues							
Interest Income	$ 34,453	$ 22,703	$ 35,000	$ 35,000	$ 28,000	$ 32,000	Interest earnings allocated by Fund type, expected total $150,000
Other Charges & Fees - Clerk's	3,243	8,954	2,000	2,000	4,881	3,000	Based on prior year's trends
Lobbyist Registration	875	4,125	2,000	2,000	6,000	2,000	Based on prior year's trends
Park - Services & Rental Fees	83,422	83,696	60,000	60,000	105,000	118,000	Based on first year estimate
Revenue Sharing Programs	1,602	40,668	40,000	40,000	35,000	35,000	Per revenue sharing agreement with provider
Lien Inquiry Letters	38,020	38,300	36,000	36,000	34,477	36,000	Based on prior year's trends
FDOT - Landscape Maintenance	5,784	5,784	5,784	5,784	5,784	5,784	Pursuant to State agreement
Contributions and Donations	24,309	1,885,499	16,000	31,298	34,659	16,000	Anticipated Donations for Committees ($10,000), State of the Town Address ($5,000) and Toy Drive ($1,000)
Insurance Claims	56,925	-	-	-	500,000	-	
Miscellaneous Revenues - Other	4,397	7,761	5,000	5,000	113	1,000	Based on prior year's trends
Sub-total: Miscellaneous Revenues	**$ 253,029**	**$ 2,097,490**	**$ 201,784**	**$ 217,082**	**$ 753,914**	**$ 248,784**	

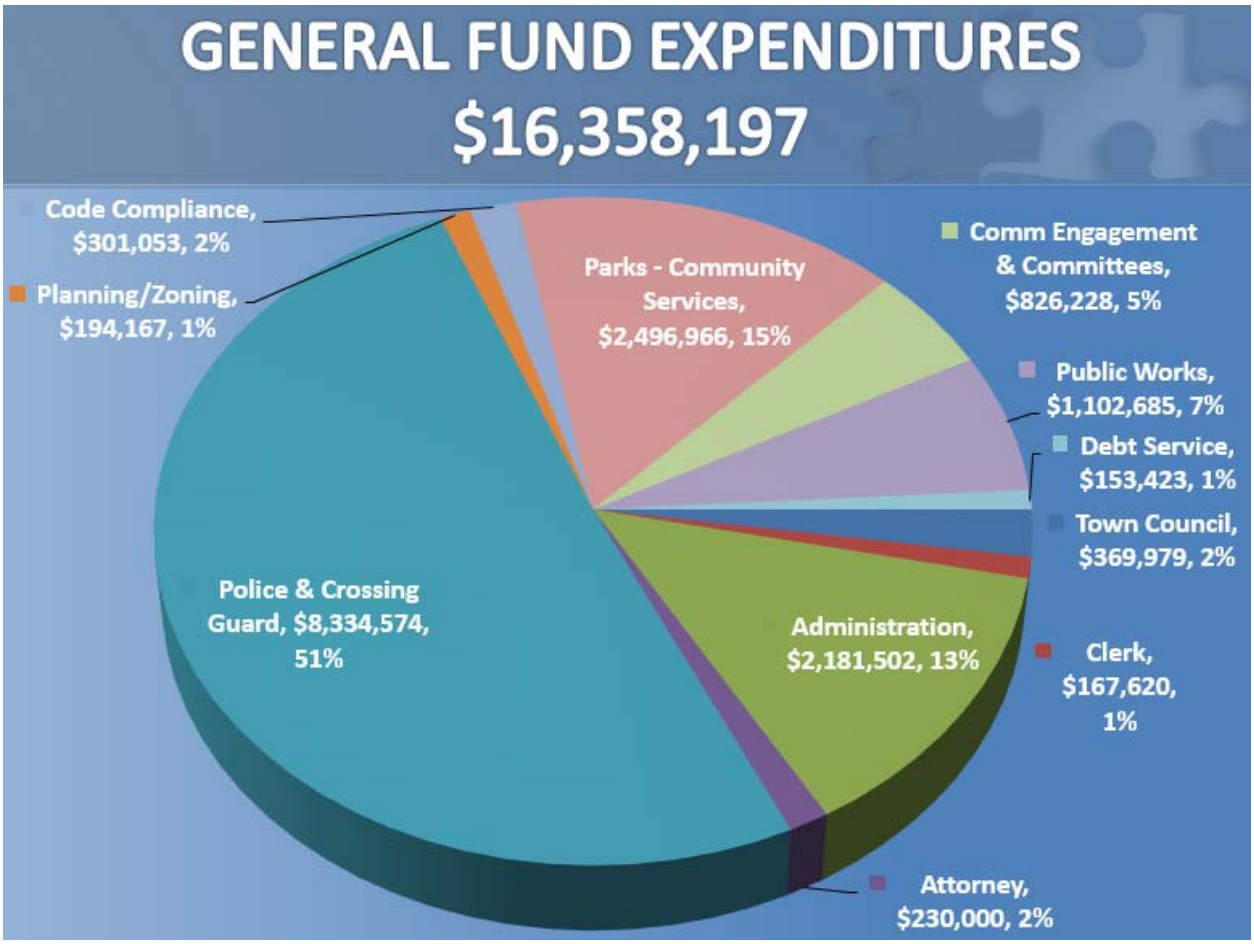
TOWN OF MIAMI LAKES
FY 2017-18 ADOPTED BUDGET
GENERAL FUND
Revenue by Line Item

ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 ACTUALS	FY2016-17 ADOPTED BUDGET	FY2016-17 AMENDED BUDGET	FY2016-17 YEAR-END PROJECTION	FY2017-18 ADOPTED BUDGET	COMMENTS
Interfund & Equity Transfers							
Prior Year Carry Over Funds	-	-	-	1,399,523	1,399,523	500,000	FY18 Litigation Reserve. FY17 includes carryover funds for Legal Fees ($624,000), Beautification projects ($200,000), Parks improvements ($162,300), Employee retention ($100,000), Educational Travel and Media Training ($58,300), miscellaneous projects ($133,480) and unassigned surplus ($121,443)
Interfund transfers from Special Revenue Fund	-	-	-	-	174,490	-	FY17 Transfer from PTP 20% Transit as per 2016 CITT Audit
Interfund transfers from Capital Projects	-	-	111,416	111,416	111,416	-	FY17 Reversal of carryforward funding for generator and enclosure back to the General Fund.
Sub-total: Contributions	**$ 15,161**	**$ -**	**$ 111,416**	**$ 1,510,939**	**$ 1,685,429**	**$ 500,000**	
Total Income: General Fund	**$ 16,109,606**	**$ 18,746,804**	**$ 15,787,601**	**$ 17,202,422**	**$ 17,662,153**	**$ 16,858,197**	

General Fund Expenditure Detail

General

The FY 2017-18 Adopted General Fund Operating Expenditure Budget is $16,358,197 and a litigation reserve of $500,000 for a total Expenditure Budget of $16,858,197. As compared to the FY 2016-17 Amended Budget excluding $1.4 million in carryover funds, the FY 2017-18 Expense Budget reflects an increase of approximately $1,055,298 or 7%. This is attributed to $641,258 increase in cost of police patrol services, a net decrease of $85,960 among all other General Fund Departments, and $500,000 in litigation reserves for FY 2017-18.



Mayor and Town Council

The FY 2017-18 Adopted Budget for the Town Council is $369,979, which represents a net increase of $24,649 or 7% from FY 2017 year-end projection. This is primarily a result of increases in health insurance and FRS contribution ($10,210), and membership and attendance at the US Conference of Mayors ($5,500) to be offset by potential grant funding opportunities. Other recurring expenses are essentially at the same level as prior years. The Budget assumes a Consumer Price Index (CPI) adjustment of 2.0% for Councilmember's stipends. As in the past years, the State of the Town Address and Toy Drive are assumed to be funded by private donations based on the direction of the Town Council and as such, budgeted at $5,000 and $1,000 respectively, with offsetting revenues.

Office of the Town Clerk

The Adopted Budget for the Office of the Town Clerk is $167,620, which represents a net decrease of $46,480 or 22% from the FY 2017 year-end projection, primarily due to the elimination of funds for a Run-Off Election ($46,000). This budget allocates funds for General Elections for Seat 3. Other recurring expenses are essentially at the same level as prior years.

Town Attorney

The FY 2017-18 Adopted Budget for the Town Attorney is $230,000 which represents a net decrease of $380,000 or 62% 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. It should be noted that an allocation of $500,000 to Litigation Reserves in Non-Departmental is included in the FY 2018 Budget for the potential settlement of legal fees in the case of Michael Pizzi vs Town of Miami Lakes.

Administration

Administration includes expenditures for the Office of the Town Manager, Budget, Grants, Finance, Procurement, Human Resources, Information Technology, Communications and Strategic Planning. The FY 2017-18 Adopted Budget for Administration including transfers and reserves is $2,181,502. This represents a 21.4% or $593,272 decrease in expenses as compared to the

prior year's projection mainly due to no funding available for capital projects or one-time expenditures for FY 18 ($495,588).

Other significant changes to the FY 2017-18 Administration Budget include a decrease in expenditure for Town branding and marketing ($50,000), media strategy implementation ($20,000), 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 ($105,454). These reductions are offset by a modest increase in FRS contribution from 7.52% to 7.92% ($4,980), health insurance ($14,242), and a 2% bonus or cost of living adjustment (COLA) effective March 2018 ($52,328). Other miscellaneous line items account for the remaining net reduction.

The Adopted Budget for Information Technology, a subsection of Administration, is $337,108 which is $4,262 or 1.3% more than the FY 2017 year-end projection. Per the Town's IT Master Plan, investments in information technology hardware and software for redundancy and security include a disaster and data recovery system, replacement servers, laptops, workstations and network storage peripherals ($45,000). The Budget also includes funds for upgrading our Financial Management System (MUNIS) with a transparency module ($7,500), and the annual cost of the various network warranties, software and security licenses ($115,688), phone system, internet, website and mobile support ($54,260).

Administration's allocation of Town Hall facility operations and maintenance expenses are now accounted for in a single line item transfer to the Facilities Maintenance Fund ($188,550). In addition, the Town maintains a reserve 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.

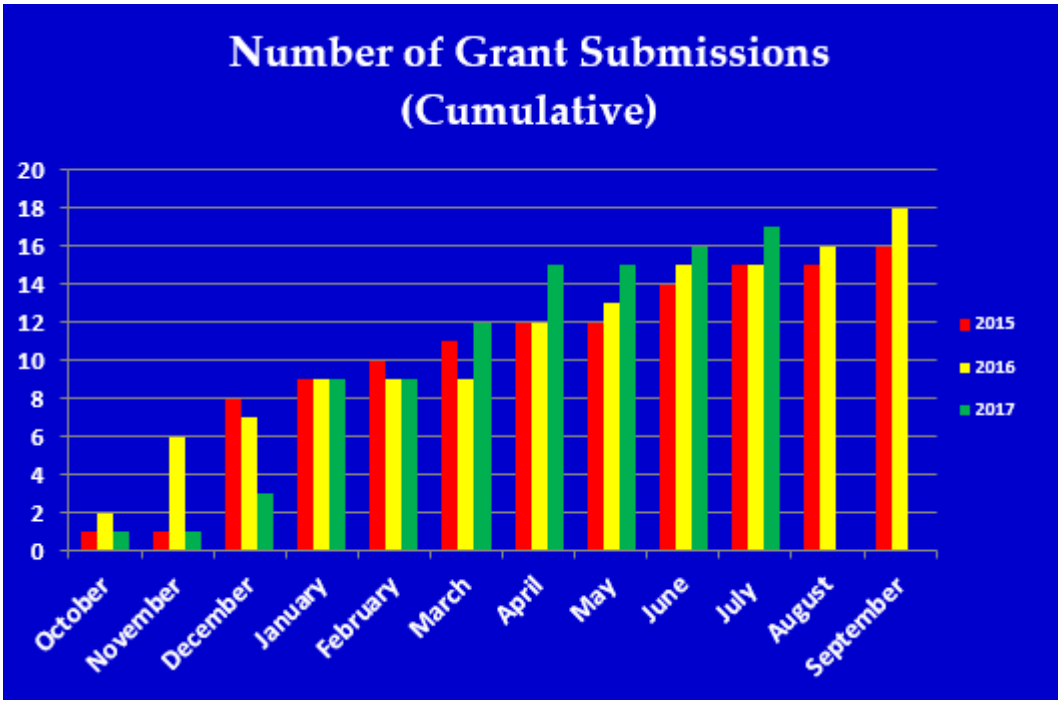


Fig.1: Total grant pursued and submitted from FY 2015 to FY 2017 YTD

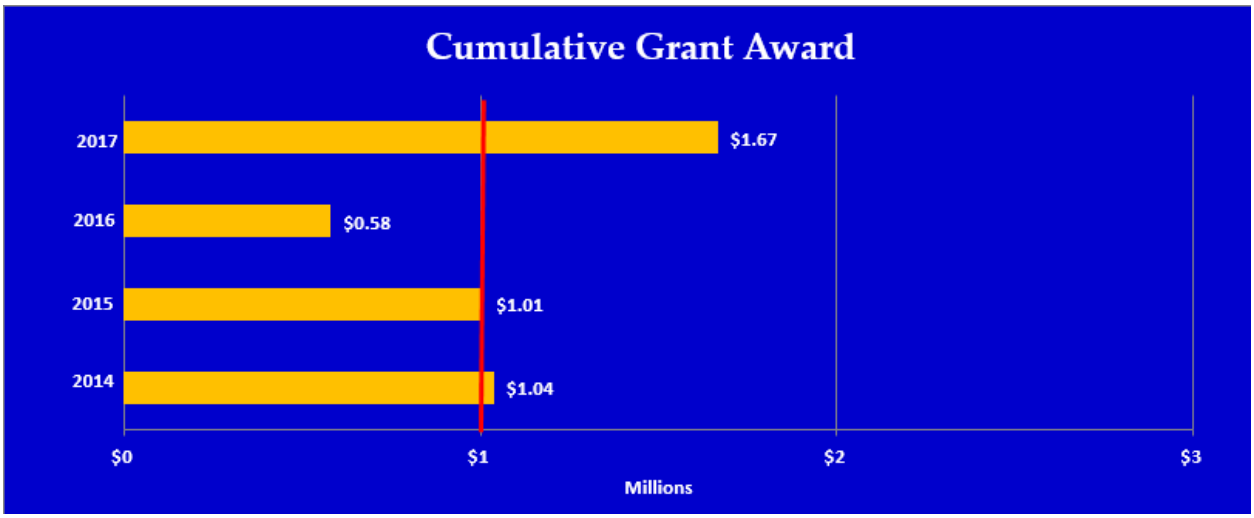


Fig.2: Total grant amount awarded from FY 2014 to FY 2017. The objective is to receive at least 1.5 times the cost of the grant administrator's annual compensation. For FY17 YTD grant funding has been secured for Canal Bank Stabilization ($1,000,000), TAP for greenways and trails Master Plan ($541,494), FDOT Highway Beautification ($100,000), Neat Streets for West Lakes Reforestation Project ($15,000), School Resource Officer for police operations ($4,419) and JAGD School Resource Officer Truancy project ($4,838).

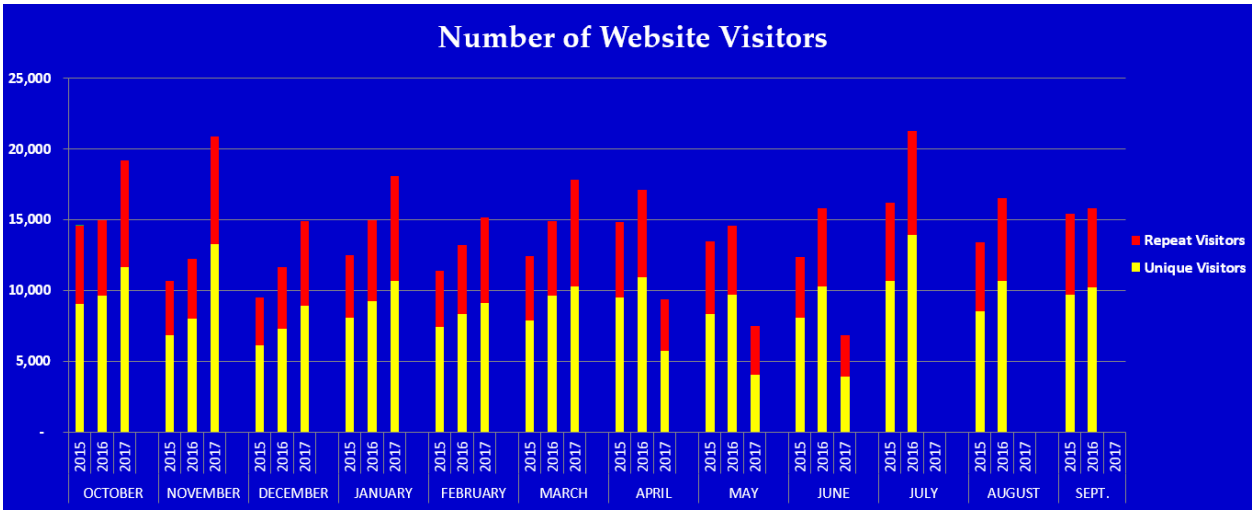


Fig.3: Total number of website visitors since the revamping of the Miami Lakes website in June 2013

Police Department

The Police Department's Budget include both police patrol services and school crossing guards and totals $8,334,574 for FY 2017-18 which represents 51% of the Town's total General Fund Budget and an overall increase of $646,230 or 8.4% as compared to the prior year's Amended Budget.

Police services are provided through a contract with Miami Dade County. The budget for police patrol services excluding miscellaneous supplies and building operating expenses is $8,146,000, approximately $641,258 or 9% increase over FY17 Amended Budget, and $502,000 or 7% increase over FY17 year-end projection. This increase is primarily a result of the union negotiated agreement for Miami Dade Police Department effective October 2016 that are passed through to the Town, as well as the full funding of two additional police officers that were approved for hire in August 2017 which allows for the reduction of overtime expenses ($30,000) in FY18. Increases to police patrol services include salaries and fringes ($535,776), workers compensation insurance ($56,865), fleet maintenance and operations ($66,216), and county overhead cost ($12,401).

Miami Lakes Police Department is staffed by 47 sworn personnel and four civilians. 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.

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 and continues work diligently to ensure the safety of our residents. The charts below present some of the key performance measures of the department.

POLICE PERSONNEL	**FY 2017-18**
Town Commander - Major	1
Lieutenant	1
Sergeants	5
Police Officers:	
Uniform Officer	26
Detective	5
Bike	4
Motorcycle	4
Community Service	1
Administrative Support	2
Police Service Aide (PSA)	2
TOTAL	**51**

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.

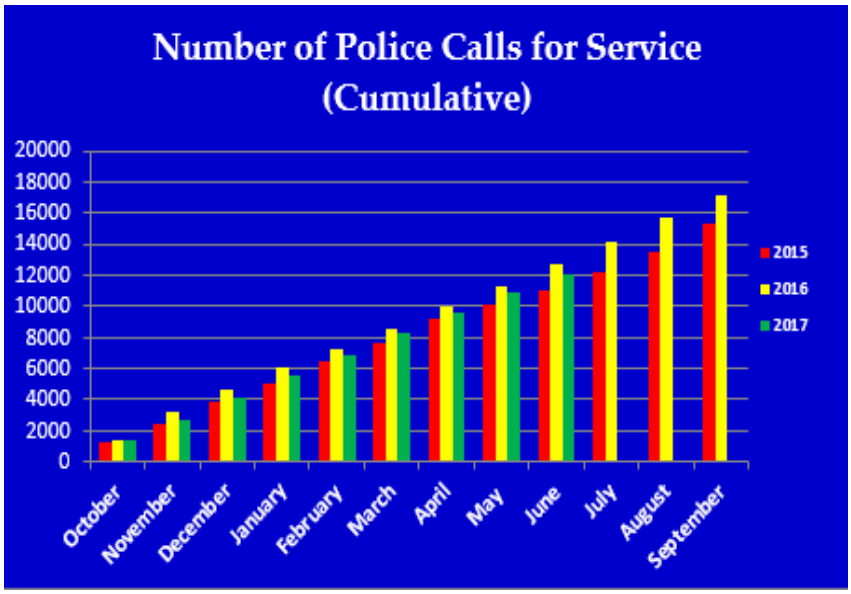


Fig.4: The number of Police calls for service has continued to increase over the years as our population has risen. The Department strives to attend to every phone call received to ensure that each resident is assisted.

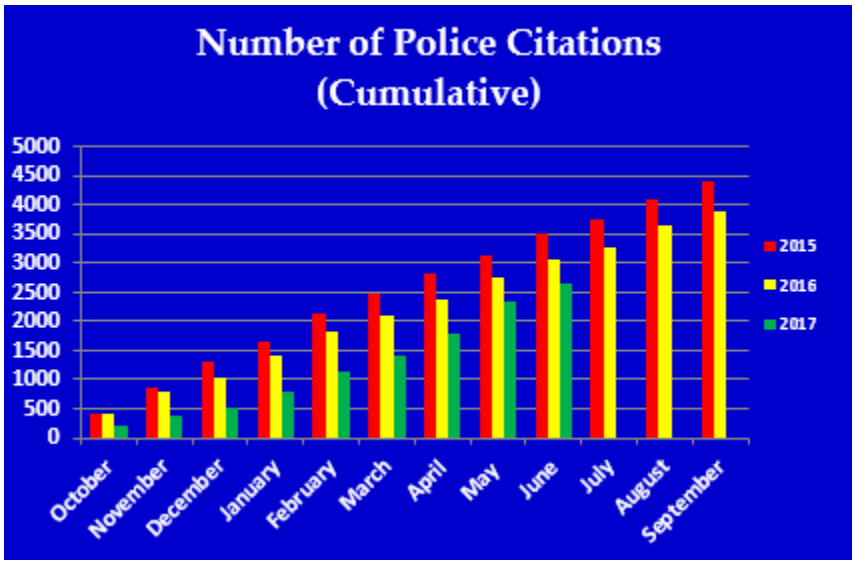


Fig.5: Police citations issued have significantly dropped as compared to the previous two years

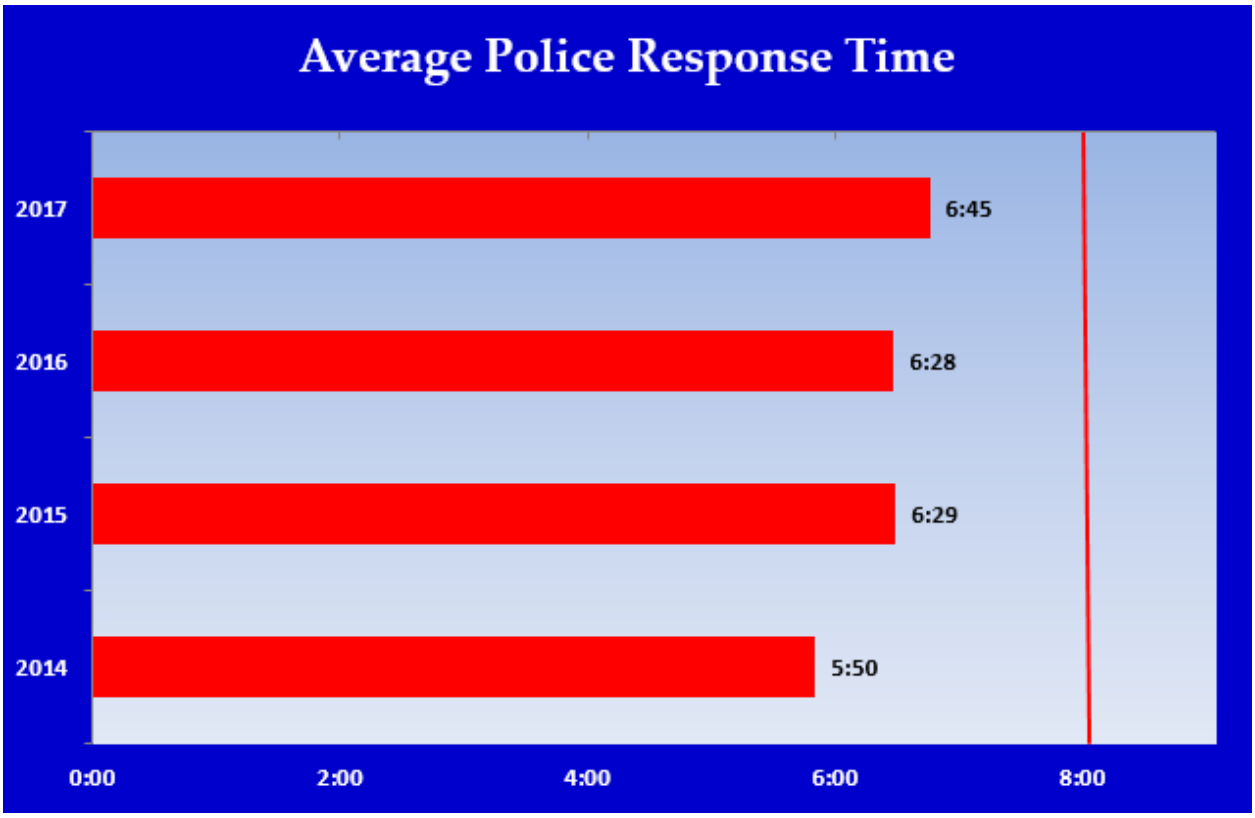


Fig.6: The FY16 average response time of 6:45 is well under our contractual goal with the Police Major, which states that the average response time must remain under 8 minutes.

Planning & Zoning and Code Compliance

The Planning and Zoning is responsible for preparing plans and regulatory tools to provide for the growth and enhancement of Miami Lakes, as well as gathering, updating and analyzing demographic, environmental, transportation and infrastructure data needed by other Town departments. Code Compliance is responsible for assuring that all commercial, industrial and residential properties comply with the Town's Code.

FY 2017-18 total Budget for Planning and Zoning is $194,167 and consists of a Planning Director, contract Senior Planner, and two part-time Zoning Officials with cost recovery credits (-$127,835) for the Director and Senior Planner at 50% and 100%, respectively. Operating expenses are essentially at the same level as the prior year.

The Code Compliance division is budgeted at $301,053 and reflects a 4.3% increase from the prior year projections due to a contract Code Officer position converted to a full time Code Compliance Supervisor. The division consists of a Code Compliance Manager budgeted at 50% of cost (other 50% in Building Department Fund), a supervisor and two contracted Code Compliance Officers. Operating expenses are essentially at the same level as the prior year

Due to increased focus on enhancing mobility and alleviating traffic congestion throughout the Town, a Transportation Senior Planner position was added in the prior year to concentrate on transportation and transit projects. This position is funded by PTP funds, 50% in Transportation (PTP 80%) and 50% Transit (PTP 20%)).

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.

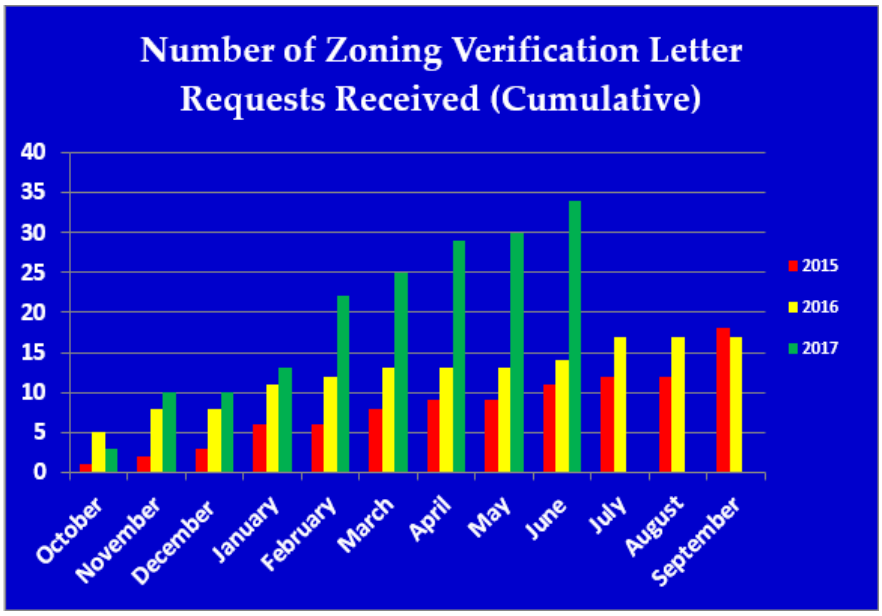


Fig.7: Cumulative number of zoning verification letter requests received totals 34 for the 3rd quarter of FY17

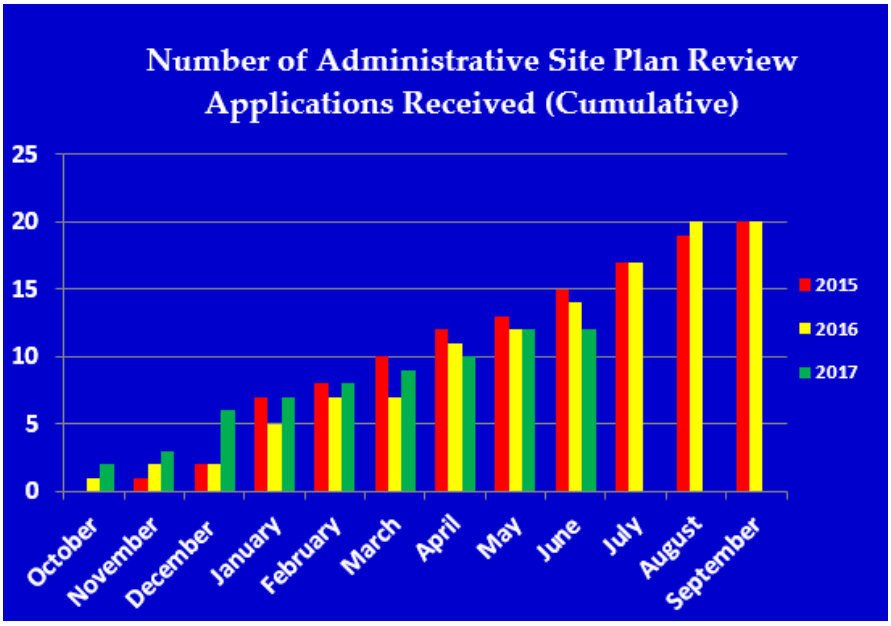


Fig.8: Cumulative number of administrative site plan review applications received over the past three years. Site plan applications are required for all new developments or changes to existing developments.

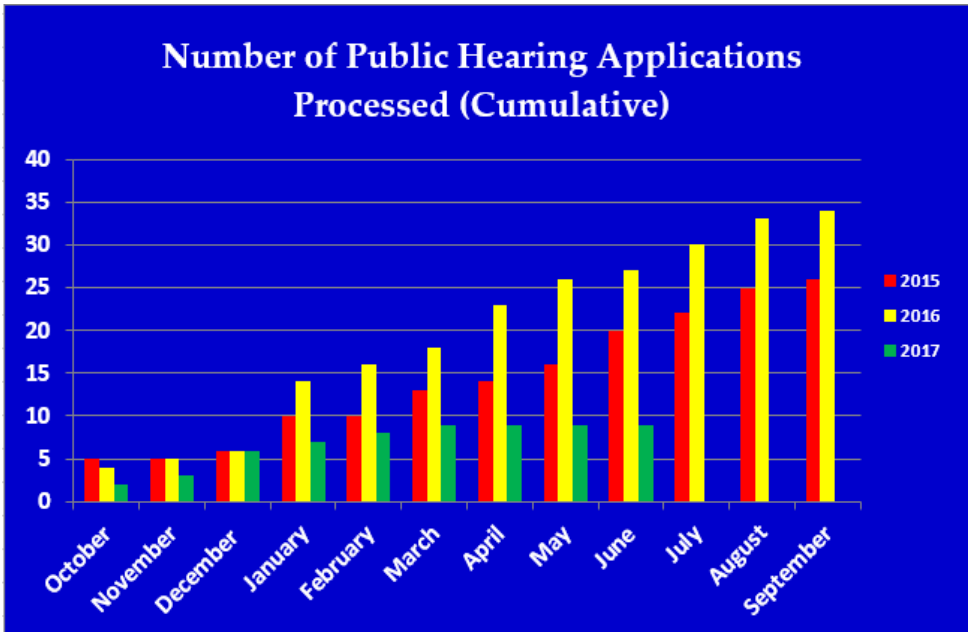


Fig.9: Cumulative number of public hearing applications processed over the past three years. Public hearing applications are required for zoning requests of substantial nature.

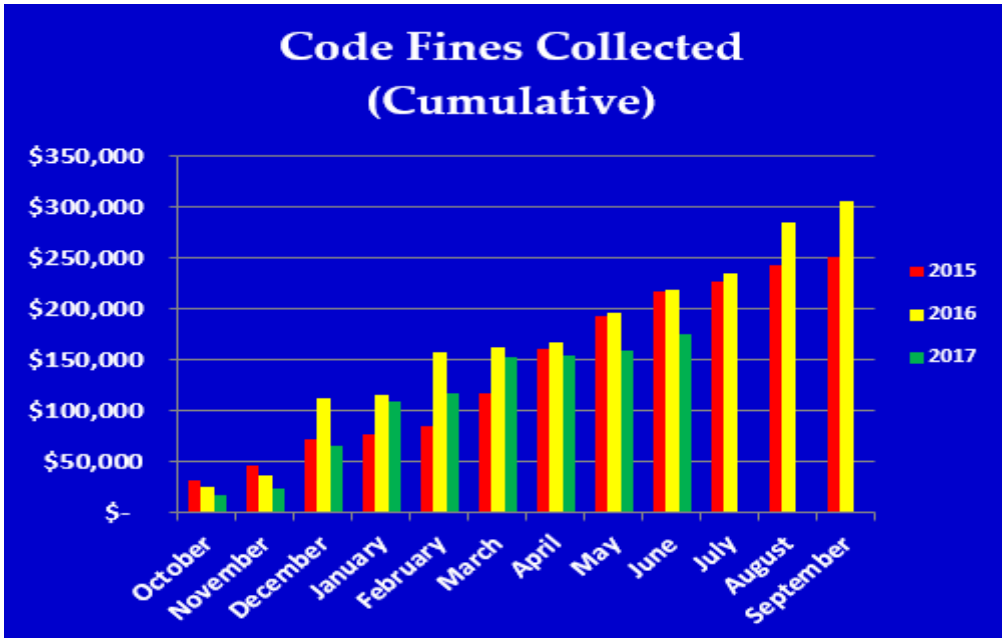


Fig.10: Cumulative number of code fines collected over the past three years. The significant increase in FY 2015 and FY 2016 is a result of the implementation of the Lien Amnesty Program which terminated at the end of FY 2016

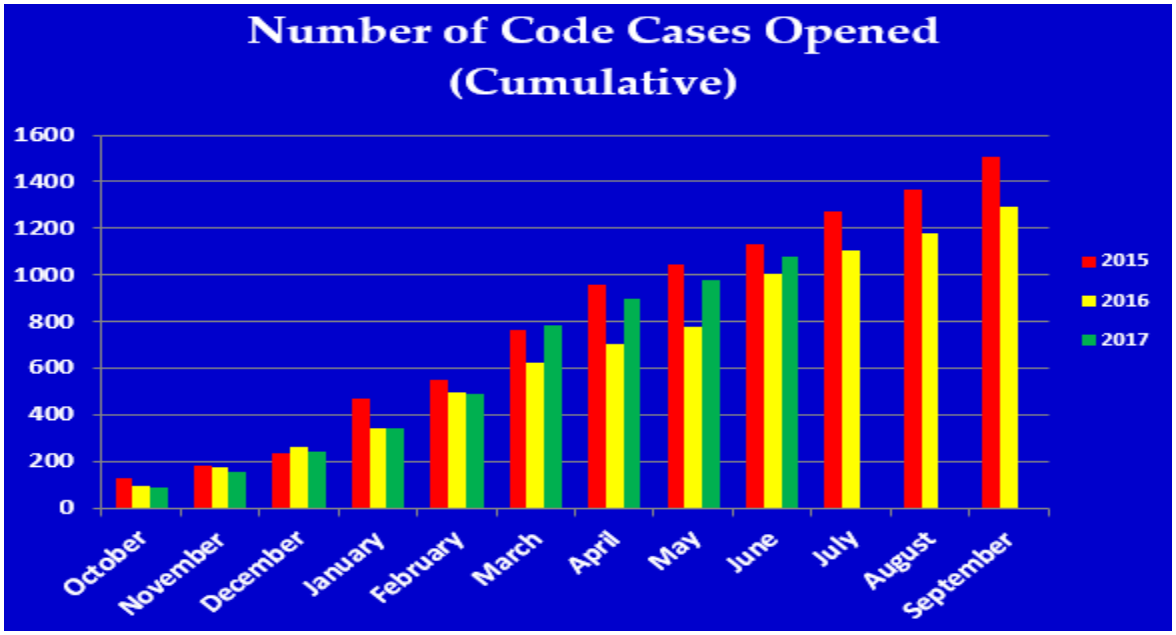


Fig.11: Cumulative number of code cases opened over the past three years. The Department has maintained its level of proactive monitoring and notification.

On-Demand Transit

In 2017, the Citizens' Independent Transportation Trust (CITT) amended the Ordinance that governs the expenditure of surtax funds, allowing for limited on-demand service for seniors and mobility impaired persons. The CITT code amendment also provides for funds to be used for the last mile. The budget for the on-demand bus service is funded from the People's Transportation Plan (PTP 80%) in FY 2017-18. See Special Revenue Funds.

Parks - Community Services Department

The former Community and Leisure Services Department was restructured in FY17 into 2 departments: Parks – Community Services Department and Community Engagement and Outreach Department.

The Parks – Community and Services Department Adopted Budget totals $2,496,966 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.

As compared to the prior year projections, the Parks Department's budget increased $79,781 or 3.3% mainly due to the full funding of the operations and maintenance of the new Optimist Clubhouse which was completed in the 3rd quarter of FY17, as well as increased maintenance of Royal Oaks Park. 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 ($562,000), Park East and the Youth Center ($160,769), Mary Collins Community Center at Park West ($151,330), Miami Lakes Optimist Park & Clubhouse ($775,780) and the 101 mini parks ($364,110).

Performance Measures

A key performance measure for the Parks - Community Services Department is the number of facility rentals. With the opening of Park East Youth Center, the Town now offers two indoor facilities to rent on weekends.

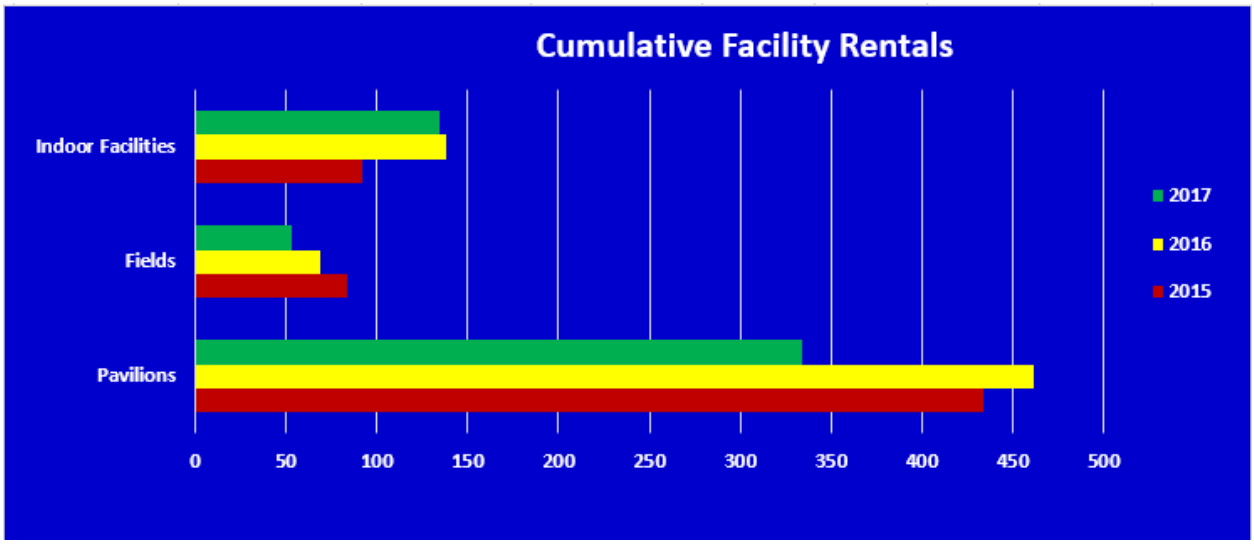


Fig.12: Total number of facility, field and pavilion rentals has greatly increase, and may be attributed to the implementation of our online reservation system (Etrack) in addition to the availability of the new Park East Youth Center.

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 $826,228.

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 4th of July fireworks show ($25,000) annually and seeks donations from the business community and individuals to supplement these events.

The Committees Budgets increased $16,100 mainly for new activities and program enhancements as follows: Cultural Affairs -$250; Economic Development $4,000; Elderly Affairs $1,000; Neighborhood Improvement $6,350; Public Safety $600; Veterans' Committee $400 and Youth Activity Task Force $4,000. Educational Advisory Board is at the same amount as the prior year. The Committees total adopted Budget is $227,850.

Public Works Department and Green Space

The Department is responsible for the operations, maintenance and improvements of the Towns 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 small 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 ($264,242) and Green Space ($838,443) for a total Departmental Budget of $1,102,685 or almost 7% of the General Fund.

The Public Works Administration General Fund Budget of $264,242 for FY 2017-18 represents a net decrease of $14,051 or 5% from the prior year's projection. The decrease is mainly attributable to the completion of underground utility markings that were required for AT&T's underground fiber optic cable upgrade throughout the Town. 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 plans reviewer and inspector.

Public Works – Green Space General Fund Budget of $838,443 is approximately $30,150 or 2% more than the prior year's projection. This is primarily due to the increase in level of service for tree trimming which includes aesthetic pruning along the major corridors, ($65,000) offset by a reduction in contract pricing for rights-of-way grounds maintenance.

The Budget provides for the same level of service as in the prior year for our right-of-way grounds maintenance contractual service ($248,235), FDOT ROW maintenance ($14,884), flowers/landscape beds and cul-de-sac ($81,624), litter and debris/doggie stations ($94,000), miscellaneous repairs including plumbing, electrical and handyman services ($15,000), ROW utilities ($71,000), entrance feature maintenance and ROW extermination ($7,700).

A new contract was negotiated in FY17 for a three-year Town-wide tree trimming cycle ($229,000) under the Town's performance based contract approach, new tree plantings ($55,000), and supplemental funding for the removal of invasive, hazardous, or dead trees ($22,000).

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.

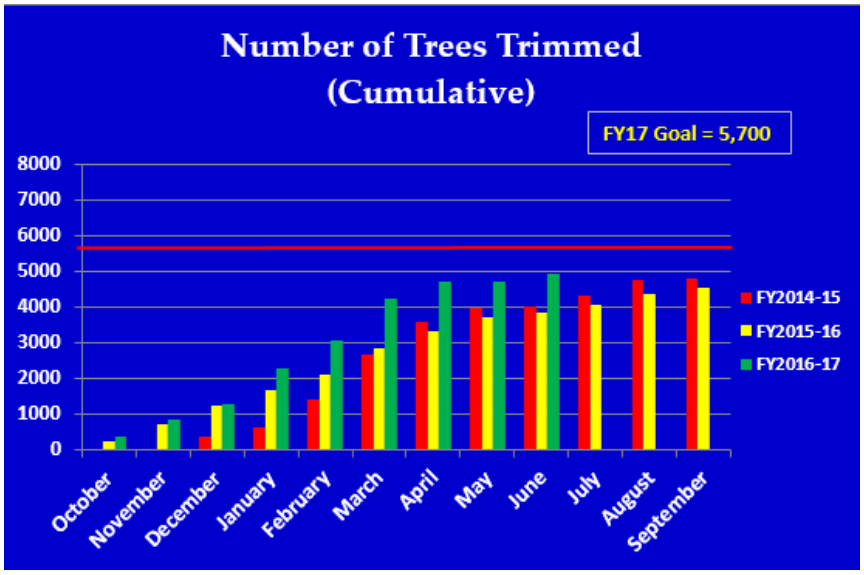


Fig.13: Cumulative number of trees trimmed on a monthly basis over the past three years.

Transfers and Reserve

Transfers: The FY 2017-18 General Fund Budget has no transfers or appropriations for one-time expenses or capital projects.

Reserves: In accordance with the Town's audited financials as reported in the FY 2015-16 Comprehensive Annual Financial Report (CAFR), the General Fund unassigned fund balance at the beginning of FY 2016-17 was $4,553,946. Of this amount, $269,616 represents the opening balance for the Building Department Fund which was created at the beginning of the year. During the year, Council approved transfers from the General Fund balance totaling $1,399,523: these include a reserve for Legal Fees ($624,000), Parks improvements and beautification projects ($362,300), Employee retention plan and training ($158,300), projects that were not completed in the prior year (133,480) and an unassigned surplus ($121,443). This reduced the fund balance to $2,884,807.

At the end of FY 2016-17, operations are estimated to result in a surplus of approximately $500,000 mostly from not spending the litigation reserve and the settlement with the insurance company for reimbursement of Pizzi-related costs and settlement expenses; we are recommending that the litigation reserve be reprogrammed in FY 2017-18. This increases the Fund Balance to $3,384,807. Of this amount, $2,453,730 or 15% of the General Fund Operating Budget is required to remain as reserves, and $500,000 allocated for litigation reserves. This leaves the Town with an estimated undesignated or unrestricted reserve of $431,077.

TOWN OF MIAMI LAKES
FY 2017-18 ADOPTED BUDGET
GENERAL FUND
Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 ACTUALS	FY2016-17 ADOPTED BUDGET	FY2016-17 AMENDED BUDGET	FY2016-17 YEAR END PROJECTION	FY2017-18 ADOPTED BUDGET	BUDGET COMMENTS
GENERAL FUND EXPENDITURES							
TOWN COUNCIL AND MAYOR							
EXECUTIVE SALARIES- MAYOR	$45,916	$18,139	$18,000	$18,000	$18,000	$18,000	Current Salary and Wages
REGULAR SALARIES	$103,245	$73,385	$80,000	$80,000	$74,918	$80,000	Includes Administrative Assistant to Mayor and Administrative Assistant to Town Council
OVERTIME	$0	$0	$0	$0	$4,000	$3,000	Overtime as needed
PAYROLL TAXES	$19,502	$13,052	$13,500	$13,500	$14,225	$14,668	Calculated based on 7.65% of salary
FRS CONTRIBUTIONS	$8,154	$8,249	$7,370	$7,370	$7,065	$7,762	Rate increase from 7.52% to 7.92% thru Jul '18
HEALTH & LIFE INSURANCE	$62,855	$73,804	$77,843	$77,843	$76,080	$82,894	Includes medical, dental, vision and life for Town Council, Assistant to Mayor and Assistant to Council
HEALTH INSURANCE MAYOR	$7,590	$1,987	$10,023	$10,023	$16,574	$19,273	Includes medical, dental, vision for Mayor
WIRELESS STIPEND	$957	$963	$960	$960	$960	$960	Stipend for Mayor's assistant and Council assistant ($40/month, each)
TRAVEL & PER DIEM	$13,853	$9,146	$0	$14,500	$14,500	$13,000	Transportation, hotel accommodation and meals for Mayor and Council attendance to conferences.
CAR ALLOWANCE -MAYOR	$20,322	$7,255	$7,200	$7,200	$7,200	$7,200	Allowance of $600/mo
CAR ALLOWANCE -COUNCIL	$36,139	$36,277	$36,000	$36,000	$36,000	$36,000	Allowance of $500/mo each
EXP ALLOWANCE MAYOR & COUNCIL	$60,314	$49,143	$50,000	$50,000	$49,556	$50,544	Adjusted by CPI (estimated 2.0%) as per Charter
REMOTE ACCESS DEVICE PLAN			$0	$0	$0	$2,100	Data plan 7 iPads $40/mth
CELL PHONES	$5,998	$5,472	$6,720	$6,720	$5,084	$3,360	7 cell phones avg $25/mth
PRINTING & BINDING	$115	$253	$1,000	$200	$200	$1,000	Business cards for Mayor & Councilmembers
STATE OF TOWN ADDRESS	$0	$5,058	$6,000	$6,000	$1,805	$5,000	Donations anticipated to offset State of the Town Address expenses.
TOY DRIVE	$0	$1,025	$0	$1,000	$1,000	$1,000	Expenses offset by donations
COUNCIL DISCRETIONARY FUND	$164	$0	$700	$0	$0	$700	Misc discretionary activities as approved by Council
COUNCIL UNIFORMS	$345	$299	$360	$360	$418	$360	Includes 1 each shirt @ $40
MEETING SET UP	$212	$90	$300	$300	$300	$300	Miscellaneous set-up costs for meetings
COUNCIL AWARDS	$2,604	$1,143	$1,250	$1,250	$1,335	$1,250	Includes awards, proclamations and framing
MEMBERSHIPS SUBSCRIPTIONS	$14,591	$14,415	$9,100	$9,100	$9,100	$14,808	Florida League of Cities ($3,608), MDC League of Cities ($3,000), National League of Cities ($2,000), MDC Monthly Meetings ($600), Int'l Council of Shopping Center ($100). US Conference of Mayors membership and conference offset by potential grant funding opportunities ($5,500).
EDUCATION & TRAINING	$9,845	$2,920	$0	$3,800	$3,800	$6,800	Registration at conferences and training including Florida League of Cities Conference, National League of Cities Leadership Summit and Congressional City Conference, MDC League of Cities Best Practices Meeting, etc.
SMALL EQUIPMENT	$0	$1,380	$0	$0	$1,706	$0	FY17 Ipads for Councilmembers
TOTAL TOWN COUNCIL EXPENDITURES:	**$412,723**	**$323,930**	**$326,326**	**$345,626**	**$345,330**	**$369,979**	

TOWN OF MIAMI LAKES
FY 2017-18 ADOPTED BUDGET
GENERAL FUND
Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 ACTUALS	FY2016-17 ADOPTED BUDGET	FY2016-17 AMENDED BUDGET	FY2016-17 YEAR END PROJECTION	FY2017-18 ADOPTED BUDGET	BUDGET COMMENTS
TOWN CLERK							
REGULAR SALARIES	$109,332	$70,539	$70,000	$70,700	$70,754	$71,400	Current Salary and Wages
PAYROLL TAXES	$8,236	$6,029	$5,355	$5,355	$5,413	$5,462	Calculated based on 7.65% of salary
FRS CONTRIBUTIONS	$7,105	$5,124	$5,264	$5,264	$5,386	$5,655	Rate increase from 7.52% to 7.92% thru Jul '18
HEALTH & LIFE INSURANCE	$20,073	$9,024	$10,148	$10,148	$8,400	$8,588	Includes medical, dental, vision and life
WIRELESS STIPEND	$52	$484	$480	$480	$480	$480	Cell phone allowance for Clerk
PROFESSIONAL SERVICES	$3,414	$13,990	$5,000	$5,000	$0	$0	Consulting services as needed
TOWN CLERK AGENDA MANAGER	$21,641	$19,640	$30,000	$20,200	$20,135	$25,165	Novus Agenda support for Council Meetings ($5,300), Webcasting ($10,740), On demand captioning ($3,600), additional meetings ($2,625), Interpreter services ($2,900)
TOWN CLERK DATA SERVICE	$487	$433	$480	$480	$480	$480	iPad data plan for Town Clerk ($40/month)
RENTALS AND LEASES	$1,865	$1,852	$2,100	$2,100	$2,142	$2,220	Outside storage facility for Town Clerk
TOWN CLERK CODIFICATION	$5,338	$5,826	$11,000	$11,000	$7,500	$11,000	Assumes codification of one ordinance per meeting ($1,000/ordinance)
TOWN CLERK LEGAL ADVERTISING	$14,596	$13,540	$20,000	$20,000	$22,280	$18,040	Advertisement of ordinances, budget hearings, land development code issues, and committee meetings
ADMINISTRATIVE SUPPORT	$1,613	$0	$1,000	$1,000	$0	$1,000	To cover for vacations
TOWN CLERK ELECTION COSTS	$21,919	$46,992	$60,000	$66,800	$68,400	$15,000	FY18 - General Election for Seat 3. FY17 includes General elections for 4 seats and Run-Off Elections.
UNIFORMS	$34	$50	$50	$50	$50	$0	Assumes one shirt per year. Moved to Administration
SOFTWARE LICENSES	$0	$1,860	$1,920	$1,920	$1,920	$2,330	License renewal for Public Records Request ($1,920) and Candidate Financing Reporting ($410)
CLERK EDUCATION AND TRAINING	$565	$297	$800	$800	$760	$800	Florida Association of City Clerks & International Institute of Municipal Clerks memberships required to maintain certification ($350). Notary public license for Deputy Clerk ($250) and Ethics Training ($200).
TOTAL TOWN CLERK EXPENDITURES:	**$216,272**	**$195,678**	**$223,597**	**$221,297**	**$214,099**	**$167,620**	
TOWN ATTORNEY							
GENERAL LEGAL	$150,000	$150,000	$150,000	$150,000	$150,000	$150,000	Based on monthly rate $12,500
ROUTINE LITIGATION RESERVE	$489,965	$26,322	$85,000	$109,000	$50,000	$80,000	All litigation expenses by Town Attorney ($80,000)
M. PIZZI LITIGATION/INSURANCE RECOVERY	$0	$207,863	$0	$410,000	$410,000	$0	FY17 includes Town's defense for M. Pizzi reimbursement claims
CHARTER REVIEW COMMISSION	$0	$26,360	$0	$0	$0	$0	
TOTAL TOWN ATTORNEY EXPENDITURES:	**$639,965**	**$410,545**	**$235,000**	**$669,000**	**$610,000**	**$230,000**	

TOWN OF MIAMI LAKES
FY 2017-18 ADOPTED BUDGET
GENERAL FUND
Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 ACTUALS	FY2016-17 ADOPTED BUDGET	FY2016-17 AMENDED BUDGET	FY2016-17 YEAR END PROJECTION	FY2017-18 ADOPTED BUDGET	BUDGET COMMENTS
TOWN ADMINISTRATION							
REGULAR SALARIES	$807,017	$995,502	$791,126	$851,324	$822,399	$716,945	Salaries for administrative staff
COMPENSATED ABSENCES	$7,601	-$29,257	$0	$0	$0	$0	No FY18 budget
XFER SRF TRANSIT 5% ADM	-$11,722	-$12,093	$0	$0	$0	$0	Accounted for in salaries
XFER CPF TRANSP 5% ADM	-$46,888	-$48,373	$0	$0	$0	$0	Accounted for in salaries
EMPLOYEE BONUSES/COLA	$57,029	$0	$25,000	$0	$0	$52,328	2% COLA effective March 2018 for all General Fund employees
ADM OVERTIME	$2,321	$3,511	$2,000	$2,000	$2,500	$3,000	Overtime as needed
PAYROLL TAXES	$57,081	$72,908	$70,796	$70,796	$72,831	$77,874	Calculated based on 7.65% of salaries
FRS CONTRIBUTIONS	$71,117	$86,580	$90,728	$90,728	$94,056	$99,036	Rate increase from 7.52% to 7.92% thru Jul '18
ICMA 457 PL	$21,120	$18,973	$21,512	$21,512	$19,507	$21,512	Town Manager's benefits per agreement and Drop
HEALTH & LIFE INSURANCE	$69,775	$115,788	$149,783	$149,783	$133,523	$145,760	Includes medical, dental, vision and life
WIRELESS STIPEND	$622	$857	$960	$960	$1,206	$1,440	Allowance for Asst Town Manager, Asst to Town Manager and Admin Services Manager
ADM UNEMPLOYMENT CLAIMS	$7,781	$1,066	$2,000	$2,000	$0	$0	Anticipated unemployment filings
PROFESSIONAL SERVICES	$21,513	$38,010	$10,000	$40,400	$42,900	$37,000	Funding for professional consulting services as
INTERGOVERNMENTAL (LOBBYIST)	$48,000	$48,000	$48,000	$48,000	$48,000	$48,000	Lobbyist services
ACCOUNTING & PAYROLL	$15,907	$22,083	$23,665	$23,665	$23,160	$23,664	Based on contract with ADP - includes upgrades for employee self service and time and attendance
INDEPENDENT AUDIT	$46,325	$47,700	$52,175	$42,175	$42,000	$51,000	Regular audit including Single Audit for grant funds
ADM HEALTH SPENDING ACCT/WELLN	$7,329	$9,343	$10,000	$15,500	$10,000	$10,000	Wellness activities to reduce health care premium
ADM BACKGROUND CHECKS	$1,187	$1,053	$1,500	$1,500	$1,200	$1,500	Assumes same level of background checks and drug screening for new employees
ADM - TRAVEL & PER DIEM	$2,856	$11,283	$0	$10,000	$10,000	$10,000	Educational travel for staff development
CAR ALLOWANCE	$6,000	$6,000	$6,000	$6,000	$6,000	$6,000	Per Town Manager's contract
TELEPHONE SERVICES	$10,420	$11,424	$0	$0	$0	$0	-
REMOTE ACCESS DEVICE PLAN	$1,774	$886	$580	$580	$580	$580	iPad data service for Town Manager
ADM - POSTAGE & DELIVERY	$16,512	$11,143	$19,000	$19,000	$17,600	$19,000	Includes rental of postage machine & supplies ($2,000), courier services ($1,000) and postage
ADM - UTILITIES	$40,500	$30,445	$0	$0	$0	$0	-
RENTALS AND LEASES	$94	$0	$0	$0	$30	$0	-
ADM - COPIER LEASE	$10,734	$15,741	$16,500	$16,500	$15,791	$16,270	Rental of Toshiba copy machines and supplies
RENT- TOWN HALL	$0	$0	$0	$0	$0	$0	-
ADM - INSURANCE	$179,835	$226,775	$215,326	$215,326	$216,288	$218,235	Policy for property insurance and workers compensation.
REPAIR AND MAINT CONTRACTS	$87,040	$80,660	$0	$0	$0	$0	-
ADM - PRINTING & BINDING	$435	$1,754	$1,500	$1,500	$1,500	$1,500	Business cards, flyers, Town maps, etc.
ADM TOWN BRANDING & STRATEGIC PLAN	$12,606	$8,084	$10,000	$67,105	$60,605	$9,500	Ongoing branding initiatives including Town Guide ($2,000), and Facebook Promo Campaign ($1,500), new banner on street poles and street signs ($6,000)

TOWN OF MIAMI LAKES
FY 2017-18 ADOPTED BUDGET
GENERAL FUND
Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 ACTUALS	FY2016-17 ADOPTED BUDGET	FY2016-17 AMENDED BUDGET	FY2016-17 YEAR END PROJECTION	FY2017-18 ADOPTED BUDGET	BUDGET COMMENTS
ADM ADVERTISEMENT RECRUITMENT	$485	$605	$1,000	$1,000	$1,000	$1,500	Advertsing of Town employment and internship opportunities
CLERICAL/ADMINISTRATIVE SUPPORT	$68,240	$3,490	$5,000	$5,000	$7,415	$5,000	Temporary support to cover vacations.
INVESTMENT ADVISORY SERVICE	$5,737	$5,737	$7,000	$7,000	$7,000	$7,000	Investment Advisory services
FINANCIAL INSTITUTION FEES	$28,461	$8,169	$9,000	$9,000	$9,904	$10,000	Bank transaction fees
CREDIT CARD FEES	$130	$455	$0	$0	$0	$0	Administration's portion of credit card fees.
HURRICANE EXPENSES	$13,266	$16,774	$9,160	$9,160	$3,997	$2,500	Supplies for hurricane preparedness
ADMIN LICENSES AND PERMITS	$0	$201	$0	$0	$0	$0	-
ADM - OFFICE SUPPLIES	$28,714	$22,628	$30,000	$29,600	$25,000	$30,000	Office supplies including holiday decorations
OPERATING SUPPLIES	$0	$0	$0	$0	$0	$0	-
UNIFORMS	$0	$617	$600	$600	$600	$2,600	1 shirt @ $40 each for all General Fund employees
ADM-BOOKS/PUBLIC/SUBSCRIP/MEM	$4,936	$5,716	$5,500	$5,500	$10,669	$6,100	Includes MDCCMA, NIGP, SEFL NIGP, GASB, FGFOA, Costco, PWDA, CQ, ICMA Retirement $1,000 and other memberships/publications.
EDUCATION & TRAINING	$3,699	$13,595	$0	$50,000	$40,000	$10,000	Includes regular training and ADA & Safety Training for staff. FY17 includes Media strategy implementation and training
ADM-FURNITURE/EQUIP NON-CAP	$0	$805	$1,000	$1,000	$1,000	$1,000	Miscellaneous non-capital equipment, as needed
3-TOTAL ADMINISTRATION EXPENDITURES	**$1,673,955**	**$1,854,637**	**$1,636,412**	**$1,814,215**	**$1,748,262**	**$1,645,844**	
INFORMATION SYSTEMS							
IT CORE SERVICE SUPPORT	$111,300	$109,200	$110,000	$120,500	$121,200	$114,660	Contract with Gomez Technology
WEB SUPPORT	$7,924	$7,290	$8,400	$8,400	$8,400	$14,800	Contract with Xomatech for hosting ($2,400), ongoing website enhancements and mobile and ADA compliance ($12,400)
VOICE SUPPORT	$25,040	$27,114	$25,000	$25,000	$24,923	$25,000	Phone (VoIP) and network security contract with AIP. (New phone system monthly expense)
INTERNET SERVICES	$15,956	$18,872	$15,600	$15,600	$14,460	$14,460	Primary and back up Internet service for Government Center
RENTALS AND LEASES	$0	$0	$3,000	$0	$0	$0	Co-Lo offsite storage space, bandwidth and power
TRAINING	$0	$0	$5,000	$5,000	$5,000	$0	Cyber security awareness training
INFRASTRUCTURE - IT	$12,151	$13,177	$40,000	$40,000	$40,000	$45,000	Per IT Replacement Plan - disastery and data recovery system ($16,000) replace servers ($16,000) and laptops, workstations, network storage, peripherals, cabling, battery back up and accessories
MACHINERY & EQUIPMENT	$0	$9,261	$0	$0	$0	$0	-
TECHNOLOGY ENHANCEMENTS/SOFTWARE	$10,750	$7,500	$0	$0	$5,000	$7,500	Munis upgrade - Transparency module

TOWN OF MIAMI LAKES
FY 2017-18 ADOPTED BUDGET
GENERAL FUND
Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 ACTUALS	FY2016-17 ADOPTED BUDGET	FY2016-17 AMENDED BUDGET	FY2016-17 YEAR END PROJECTION	FY2017-18 ADOPTED BUDGET	BUDGET COMMENTS
COMPUTER SOFTWARE LICENSES	$109,017	$69,383	$117,866	$117,866	$113,863	$115,688	Annual licenses: Dell server warranty ($14,510), financial management system ($25,163), park reservation ($8,000), GIS ($8,300), Document Management System ($7,120), Citizen Response System ($11,570), Microsoft licensing ($21,200), and various network and security licenses.
SUB-TOTAL INFORMATION SYSTEMS:	**$292,138**	**$261,797**	**$324,866**	**$332,366**	**$332,846**	**$337,108**	
ADMINISTRATION - TRANSFERS							
RESERVE FOR FUTURE DONATIONS	$0	$0	$10,000	$270	$0	$10,000	Reserves
TRANSFER OUT - CIP PARKS	$170,000	$0	$100,000	$484,172	$484,172	$0	FY17 Transfer from carry-over funds for West Lakes reforestation Phase II of V ($100,000)Transfer to CPF for Parks Beautification Projects ($100,000), FDOT Beautification Grant match ($100,000), Parks improvements ($162,300), and replace safety surface at ROP Tot Lot ($21,872)
TRANSFER OUT - CIP FUND	$28,000	$0	$0	$0	$0		Neighborhood Improvement Committee grant
TRANSFER OUT - CIP FUND	$425,000	$0	$0	$0	$0		-
TRANSF -CPF/FACILITIES & EQUIP/ELEC UTIL	$0	$1,500	$0	$0	$0		-
TRANSFER TO DEBT SERVICE FUND	$0	$1,549,340	$0	$0	$0		FY16 Transfer to Debt Service Fund to pay off Series
TRANSFER TO SPECIAL REVENUE FUND	$0	$176,384	$11,416	$11,416	$11,416	$0	FY17 Transfer for Black Olive removal program.
TRANSFER TO FACILITIES MAINTENANCE FUND	$0	$0	$167,081	$167,081	$198,079	$188,550	Administration's portion of Town Hall building expenses @ 60% of total cost
SUB-TOTAL ADMINISTRATIONTRANSFERS:	**$623,000**	**$1,727,223**	**$288,497**	**$662,939**	**$693,667**	**$198,550**	
TOTAL ADMINISTRATION EXPENDITURES:	**$2,589,093**	**$3,843,657**	**$2,249,776**	**$2,809,520**	**$2,774,774**	**$2,181,502**	
POLICE							
POL - PATROL SERVICES	$6,484,499	$6,455,800	$6,977,852	$6,977,852	$7,306,992	$7,826,000	Increase primarily due to fully funding 2 additional officers that were partially funded in FY17 ($140,000), 5% increase in total salaries ($155,000), social security ($17,000), retirement ($108,000), group health ($70,000), fringe ($46,000), vehicle operations ($66,000), total insurance cost ($57,000) and overhead ($12,000)
POLICE OVERTIME	$250,557	$278,778	$350,000	$350,000	$337,415	$320,000	Overtime as required.
RETRO ACTIVE SALARY & BENEFITS	$0	$0	$176,890	$176,890	$0	$0	FY17 PBA Settlement of 4% COLA
PROSECUTION-CRIMINAL VIOLATION	$100	$0	$200	$200	$100	$200	Ordinance violation review
POLICE TELEPHONE SVC	$2,429	$2,235	$0	$0	$0	$0	Police allocation of Suncom ($1,950) and AT&T fire alarm monitoring ($500) moved to Facilities Maintenance Fund in FY17

TOWN OF MIAMI LAKES
FY 2017-18 ADOPTED BUDGET
GENERAL FUND
Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 ACTUALS	FY2016-17 ADOPTED BUDGET	FY2016-17 AMENDED BUDGET	FY2016-17 YEAR END PROJECTION	FY2017-18 ADOPTED BUDGET	BUDGET COMMENTS
TELEPHONE- DEDICATED LINES	$1,927	$1,636	$2,400	$2,400	$2,243	$2,400	Includes 8 phones for command officers and undercover operations
POLICE UTILITIES	$18,225	$13,700	$0	$0	$0	$0	Includes Police allocation of FPL ($14,040) and
POLICE COPIER COSTS	$2,571	$1,630	$2,500	$2,500	$1,891	$2,500	Toshiba copier lease
POLICE REPAIR & MAINTENANCE	$40,887	$36,795	$0	$0	$0	$0	Police's portion of Government Center: custodial
VEHICLE REPAIR AND MAINTENANCE	$819	$12,803	$3,000	$3,000	$3,000	$3,000	Smart sign maintenance
POLICE - MISC. EXPENSE	$1,281	$566	$500	$500	$500	$500	Auto tag renewal and miscellaneous items as needed for public safety
POLICE OFFICE SUPPLIES	$1,056	$5,023	$3,500	$3,500	$3,500	$3,500	Office Supplies including business cards
OPERATING SUPPLIES	$1,206	$1,579	$3,000	$3,000	$3,682	$3,000	Special Department supplies including bicycles, repair parts, cameras
POLICE UNIFORMS	$3,700	$2,602	$4,000	$4,000	$3,000	$4,000	Patches, motor wings, etc
POLICE - FUEL COSTS	$1,237	$345	$1,000	$1,000	$500	$1,000	Fuel as needed for transport of smart signs
MEMBERSHIPS AND SUBSCRIPTIONS	$0	$0	$0	$0	$225	$225	MDC Association of Police Chiefs membership
POLICE CRIME PREVENT TRAIN	$0	$200	$3,000	$3,000	$3,000	$3,000	Crime prevention training - estimated registration, per diem and hotel ($2,400) and attendance to annual Law Enforcement Awards Gala - 6 tickets @
TRANSFER TO FACILITIES MAINTENANCE FUND	$0	$0	$75,187	$75,187	$89,135	$84,847	Police Department portion of Town Hall building expenses @ 27% of total cost
SUB-TOTAL POLICE EXPENDITURES:	**$6,810,495**	**$6,813,691**	**$7,603,028**	**$7,603,028**	**$7,755,184**	**$8,254,172**	
SCHOOL CROSSING GUARDS							
REGULAR SALARIES	$76,514	$73,494	$89,495	$64,970	$74,063	$65,785	Salaries include 7 crossing guards, 1 back-up guard and a supervisor
PAYROLL TAXES	$4,634	$5,353	$6,846	$6,846	$5,666	$5,033	Calculated based on 7.65% of salaries
FRS CONTRIBUTIONS	$3,950	$3,862	$6,730	$6,730	$5,638	$5,210	Rate increase from 7.52% to 7.92% thru Jul '18
WORKMAN'S COMPENSATION	$0	$0	$3,019	$3,019	$0	$0	-
OPERATING SUPPLIES	$0	$0	$750	$750	$300	$750	Includes stop signs, whistles and lanyards
UNIFORMS	$2,870	$3,417	$3,000	$3,000	$3,000	$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
EDUCATION & TRAINING		$0		$0	$536	$624	Intrepreter services to assist with training
SUB-TOTAL SCHOOL CROSSING GUARDS:	**$87,967**	**$86,126**	**$109,841**	**$85,316**	**$89,203**	**$80,402**	
TOTAL POLICE EXPENDITURES:	**$6,898,462**	**$6,899,817**	**$7,712,869**	**$7,688,344**	**$7,844,387**	**$8,334,574**	
PLANNING							
REGULAR SALARIES	$318,946	$262,090	$95,000	$95,000	$107,825	$116,000	Salaries for Planning Director.
PAYROLL TAXES	$27,466	$17,944	$7,268	$7,268	$8,249	$8,874	Calculated based on 7.65% of salaries
FRS CONTRIBUTIONS	$25,212	$19,244	$7,144	$7,144	$8,187	$9,187	Rate increase from 7.52% to 7.92% thru Jul '18
HEALTH & LIFE INSURANCE	$40,034	$33,870	$10,191	$10,191	$8,659	$10,729	Includes medical, dental, vision and life
WIRELESS STIPEND	$838	$557	$480	$480	$462	$480	Wireless stipend for Planning Director

TOWN OF MIAMI LAKES
FY 2017-18 ADOPTED BUDGET
GENERAL FUND
Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 ACTUALS	FY2016-17 ADOPTED BUDGET	FY2016-17 AMENDED BUDGET	FY2016-17 YEAR END PROJECTION	FY2017-18 ADOPTED BUDGET	BUDGET COMMENTS
PLANNING CONSULTING	$2,000	$0	$8,000	$8,000	$55,200	$55,200	Support for review and approval of major developments, special projects or planning studies
PLANNING & DEVELOPMENT CDMP	$0	$0	$0	$0	$0	-$127,835	Cost recovery credits
PLANNING-SITE PLAN REVIEW	$0	$0	$500	$500	$0	$500	Outside engineering support as required
PLANNING PRINTING COSTS	$153	-$524	$500	$500	$500	$500	Printing of large plans
SUB-TOTAL PLANNING:	**$419,635**	**$333,181**	**$129,082**	**$129,082**	**$189,081**	**$73,635**	
CODE COMPLIANCE							
REGULAR SALARIES	$0	$0	$69,581	$70,277	$72,418	$95,486	Salaries for Code Compliance Manager at 50%, and Code Compliance Supervisor
PAYROLL TAXES	$0	$0	$5,323	$5,323	$5,540	$7,305	Calculated based on 7.65% of salaries
FRS CONTRIBUTIONS	$0	$0	$5,233	$5,233	$5,446	$7,563	Rate increase from 7.52% to 7.92% thru Jul '18
HEALTH & LIFE INSURANCE	$0	$0	$17,582	$17,582	$17,026	$20,459	Includes medical, dental, vision and life
SPECIAL MASTER	$1,500	$2,913	$3,000	$3,000	$3,250	$3,600	Assumes $300 per hearing, 12 hearings/year for Special Master
CONTRACT CODE ENF SER	$170,873	$153,133	$148,000	$149,480	$147,357	$129,280	Two full-time contracted Code Officers
REMOTE ACCESS DEVICE PLAN	$390	$866	$1,000	$1,000	$916	$1,000	Data plans for Code Officers field services
PLANNING MOBILE PHONES	$940	$257	$360	$360	$302	$360	Cell phones for 3 Code Officers
ABANDONED PROPERTY MAINT	$6,154	$1,071	$2,000	$2,000	$1,500	$1,500	Boarding up of windows, lawn mowing and clearing of abandoned property
CODE ENF LIEN RECORDING	$7,030	$8,228	$7,000	$7,000	$7,000	$8,000	Recording of liens
ALARM MONITORING PROGRAM	$26,877	$31,501	$25,000	$25,000	$26,042	$25,000	Cost of third party administration of False Alarm Reduction Program and Collection Agency to recover cost; fully offset by revenues
CODE ENFORCEMENT UNIFORMS	$260	$372	$600	$600	$400	$0	Uniforms for field personnel
EDUCATION & TRAINING	$0	$0	$1,000	$1,000	$1,500	$1,500	FACE training, GIS training and other
SUB-TOTAL CODE COMPLIANCE:	**$220,007**	**$198,341**	**$285,678**	**$287,854**	**$288,696**	**$301,053**	
TRANSIT							
DEMAND SERVICES - CONTRACT	$85,043	$85,389	$75,000	$79,500	$82,643	$0	Funded in SRF - Transportation PTP 80%. FY17 includes bus service ($58,800), fuel ($5,600) vehicle repair & maintenance ($6,600) and storage ($4,000) and Sunday service.
SUB-TOTAL TRANSIT:	**$85,043**	**$85,389**	**$75,000**	**$79,500**	**$82,643**	**$0**	
TOTAL PLANNING, CODE COMPLIANCE & TRANSIT EXPENDITURES:	**$724,685**	**$616,911**	**$489,761**	**$496,437**	**$560,419**	**$374,688**	
QNIP							
QNIP DEBT SERVICE	$153,423	$153,423	$153,423	$153,423	$0	$0	
QNIP DEBT SERVICE - PRINCIPAL			$0	$0	$104,980	$110,345	
QNIP DEBT SERVICE - INTEREST			$0	$0	$48,443	$43,078	
TOTAL QNIP EXPENDITURES:	**$153,423**	**$153,423**	**$153,423**	**$153,423**	**$153,423**	**$153,423**	

TOWN OF MIAMI LAKES
FY 2017-18 ADOPTED BUDGET
GENERAL FUND
Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 ACTUALS	FY2016-17 ADOPTED BUDGET	FY2016-17 AMENDED BUDGET	FY2016-17 YEAR END PROJECTION	FY2017-18 ADOPTED BUDGET	BUDGET COMMENTS
BUILDING							
TRANSFER OUT TO BUILDING FUND	$0	$0	$0	$0	$0	$0	
SUB-TOTAL BUILDING EXPENDITURES:	**$1,073,750**	**$1,016,766**	**$0**	**$0**	**$0**	**$0**	See Building Department Fund
ZONING							
REGULAR SALARIES	$0	$0	$93,380	$93,930	$104,905	$104,294	Salaries for Zoning staff for 2 part-time Zoning Officials
PAYROLL TAXES	$0	$0	$7,144	$7,144	$8,025	$7,978	Calculated based on 7.65% of salaries.
FRS CONTRIBUTIONS	$0	$0	$7,022	$7,022	$7,981	$8,260	Rate increase from 7.52% to 7.92% thru Jul '18
HEALTH & LIFE INSURANCE	$0	$0	$10,359	$10,359	$0	$0	Includes medical, dental, vision and life
SUB-TOTAL ZONING EXPENDITURES	**$0**	**$0**	**$117,905**	**$118,455**	**$120,912**	**$120,532**	
OTAL BUILDING & ZONING EXPENDITURES:	**$1,073,750**	**$1,016,766**	**$117,905**	**$118,455**	**$120,912**	**$120,532**	
PARKS - COMMUNITY SERVICES							
REGULAR SALARIES	$507,223	$637,035	$339,950	$293,719	$292,064	$302,675	Department restructured in FY17 to separate Parks and Community Engagement and Outreach functions
OVERTIME	$152	$108	$1,000	$1,000	$1,000	$500	For hourly employee overtime required to support events and activities
PAYROLL TAXES	$41,847	$48,303	$25,796	$25,796	$22,343	$23,155	Calculated based on 7.65% of salaries
FRS CONTRIBUTIONS	$38,550	$51,227	$25,564	$25,564	$22,233	$23,972	Rate increase from 7.52% to 7.92% thru Jul '18
HEALTH & LIFE INSURANCE	$76,771	$108,339	$68,333	$68,333	$56,174	$42,916	Includes medical, dental, vision and life
WIRELESS STIPEND	$3,308	$4,357	$2,400	$2,400	$2,400	$2,400	Stipend for Chief Operations Director, Arborist, and 3 field operations employees
PROFESSIONAL SERVICES	$141,511	$78,000	$0	$78,780	$78,780	$79,560	Contract services for Business Operations Supervisor
MILEAGE REIMB	$367	$0	$0	$0	$0	$0	Savings due to availability of Town vehicles for staff to use
VEHICLE REPAIR & MAINTENANCE	$1,774	$2,542	$4,000	$4,000	$3,000	$3,500	Maintenance and repairs of 4 vehicles
PRINTING EXPENSE	$70	$263	$1,500	$1,500	$1,000	$1,000	Savings due to digital marketing campaigns
ADMINISTRATIVE SUPPORT	$0	$0	$0	$0	$10,500	$0	Temporary staff to cover vacations, etc.
CREDIT CARD FEES	$0	$4,205	$3,500	$3,500	$400	$3,500	Includes credit card transaction fees for Parks
MISCELLANEOUS	$169	$543	$600	$600	$613	$700	Property taxes for Palm Springs N, Sec A ($200) and Royal Oaks Security Guard Gate ($500)
PARKS - PERMIT FEES	-$125	$1,281	$500	$500	$500	$0	Permits from MDC as needed
COACHES BACKGROUND CK	$4,035	$4,095	$5,600	$5,600	$5,600	$5,600	Background checks for all program coaches, instructors and volunteers
CHECK CERTIFICATION CLINIC	$2,460	$1,434	$2,500	$2,500	$2,500	$2,500	Certification provided by National Alliance of Youth Coaches
VEHICLE FUEL	$3,641	$3,930	$5,000	$5,000	$4,127	$5,000	Fuel, oil for 4 CLS vehicles
SUB-TOTAL COMMUNITY SERVICES:	**$821,752**	**$945,661**	**$486,243**	**$518,792**	**$503,234**	**$496,977**	

TOWN OF MIAMI LAKES
FY 2017-18 ADOPTED BUDGET
GENERAL FUND
Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 ACTUALS	FY2016-17 ADOPTED BUDGET	FY2016-17 AMENDED BUDGET	FY2016-17 YEAR END PROJECTION	FY2017-18 ADOPTED BUDGET	BUDGET COMMENTS
ROYAL OAKS PARK							
JANITORIAL		$0	$0	$0	$0	$66,550	Janitorial contract
ROYAL OAKS PARK TELECOMMUNICATIONS	$0	$9,134	$11,400	$11,400	$9,523	$9,600	Phones ($9,600)
ROYAL OAKS PARK UTILITIES	$101,186	$82,372	$90,880	$90,880	$96,624	$98,100	FPL ($80,000), water and sewer ($3,000) and waste removal ($15,100)
ROP MAINTENANCE CONTRACT	$356,292	$304,561	$358,050	$353,550	$331,399	$291,500	Grounds Maintenance Contract ($291,500); Janitorial contract reclassed to separate account #534010
ROP REPAIRS & MAINTENANCE (GROUNDS)	$43,637	$35,499	$65,000	$65,000	$35,000	$60,000	General grounds repairs including irrigation, sod, electrical, plumbing and field equipment ($53,000), handyman services ($7,000)
ROP OPERATING COSTS (FACILITY)	$52,210	$24,757	$36,500	$41,498	$45,000	$31,250	Facility repairs including electrical and plumbing ($11,500), pest control($400), air condition ($2,000), handyman services ($12,000), fire and burglar alarm signals ($2,950), AC and light monitoring ($2,400)
ROP-FUR & EQUIP / NON CAP	$0	$0	$5,000	$5,000	$5,000	$5,000	Non-capital outlay replacement
MACHINERY AND EQUIPMENT		$0	$0	$0	$2,900	$0	FY 17 ice machine
SUB-TOTAL ROYAL OAKS PARK:	**$578,113**	**$465,961**	**$566,830**	**$567,328**	**$525,446**	**$562,000**	
PARK EAST YOUTH CENTER							
SALARIES	$0	$0	$30,000	$30,440	$48,564	$44,872	Current salary and wages
PAYROLL TAXES	$0	$0	$2,295	$2,295	$3,715	$3,433	Calculated based on 7.65% of salary
FRS RETIREMENT CONTRIBUTION	$0	$0	$2,256	$2,256	$3,451	$5,493	Rate increase from 7.52% to 7.92% thru Jul '18
HEALTH & LIFE INSURANCE	$0	$0	$10,191	$10,191	$7,980	$19,461	Includes medical, dental, vision and life
WIRELESS STIPEND	$0	$0	$0	$0	$480	$480	Stipend for Recreation Specialist
JANITORIAL	$0	$24,786	$30,600	$30,600	$30,600	$30,600	Janitorial service
TELECOMMUNICATIONS	$0	$2,344	$2,960	$2,960	$5,814	$4,500	Phones, fire and burglar alarm
UTILITIES	$0	$9,668	$18,000	$18,000	$14,260	$14,070	FPL ($6,250), water and sewer ($4,000) and waste removal ($3,420)
MAINTENANCE CONTRACT	$0	$3,537	$16,485	$16,485	$15,960	$12,500	Base grounds contract ($12,500)
REPAIRS & MAINTENANCE (GROUNDS)	$0	$2,302	$5,000	$5,000	$5,000	$5,000	General grounds repairs including irrigation, sod and landscape repairs including handyman services ($3,000)
OPERATING COSTS (FACILITY)	$6	$7,549	$12,500	$12,500	$14,500	$15,360	Operating costs for facility handyman/general repairs ($6,500), Electrical ($2,500), Plumbing ($2,500), ac maintenance ($1,000), pest control ($360), and Art in Public Places maintenance ($2,500)
MISCELLANEOUS EXPENSE	$0	$2,664	$0	$0	$500	$0	-
PARKS IMPROVEMENT / NON CAP	$0	$1,667	$5,000	$5,000	$2,500	$5,000	Facility and Grounds improvements
INFRASTRUCTURE	$0	$0	$0	$0	$8,500	$0	FY17 replacement exit doors
MACHINERY AND EQUIPMENT	$0	$0	$0	$0	$4,065	$0	FY17 Park signs
SUB-TOTAL PARK EAST YOUTH CENTER:	**$6**	**$54,518**	**$135,287**	**$135,727**	**$165,889**	**$160,769**	

TOWN OF MIAMI LAKES
FY 2017-18 ADOPTED BUDGET
GENERAL FUND
Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 ACTUALS	FY2016-17 ADOPTED BUDGET	FY2016-17 AMENDED BUDGET	FY2016-17 YEAR END PROJECTION	FY2017-18 ADOPTED BUDGET	BUDGET COMMENTS
PARK WEST - MARY COLLINS COMMUNITY CENTER							
JANITORIAL	$39,180	$39,024	$42,768	$42,768	$40,880	$40,880	Contract for janitorial services
TELECOMMUNICATIONS	$0	$1,673	$2,000	$2,000	$2,654	$2,400	Phones fire and burglar alarm
UTILITIES	$48,158	$19,340	$22,100	$22,100	$23,119	$22,700	FPL, waste, water and sewer
REPAIR & MAINTENANCE CONTRACT	$53,400	$22,803	$21,195	$21,195	$21,195	$30,850	Base grounds contract ($24,994), 12 additional mows for event support ($5,646)and pest control ($210)
REPAIR AND MAINTENANCE (GROUNDS)	$256,897	$7,630	$7,500	$7,500	$7,500	$7,500	General grounds repair, irrigation, sod, landscaping and maintenance, including handyman services ($4,000)
REPAIR AND MAINTENANCE (FACILITY)	$212	$16,984	$27,000	$27,000	$27,000	$27,000	General facility repairs and maintenance including plumbing and electrical ($5,700), handyman services ($14,000), fire alarm monitoring ($2,100), pest control ($400), a/c maintenance and monitoring ($4,800).
PARKS IMP - OPERATING	$54,525	$4,640	$20,000	$20,000	$10,000	$20,000	Grounds improvement including irrigation, landscaping and sod
INFRASTRUCTURE	$0	$12,984	$0	$15,505	$12,566	$0	FY17 include fire alarm equipment
PARKS - CAP OUTLAY	$7,146	$0	$0	$0	$4,065	$0	FY17 include park signs
SUB-TOTAL MINI PARK - WEST:	**$459,518**	**$125,078**	**$142,563**	**$158,068**	**$148,979**	**$151,330**	
MIAMI LAKES OPTIMIST PARK							
MIAMI LAKES OPTIMIST TELECOMMUNICATION	$0	$7,935	$11,025	$11,025	$9,873	$11,025	Phones fire and burglar alarm
MIAMI LAKES OPTIMIST UTILITIES	$117,636	$100,261	$132,300	$132,300	$114,197	$121,080	FPL, waste, water and sewer.
MIAMI LAKES OPTIMIST PARK MAINTENANCE	$497,777	$496,123	$499,900	$499,900	$516,485	$549,890	Contract with Brightview including janitorial and pressure cleaning of dock
REPAIRS AND MAINTENANCE (GROUNDS)	$0	$33,649	$36,000	$36,000	$36,000	$36,000	General grounds repairs including, irrigation, sod, electrical, plumbing including handyman services ($5,000)
REPAIRS AND MAINTENANCE (FACILITY)	$30	$4,292	$16,000	$16,000	$16,000	$18,285	General facility repairs including handyman services ($10,000), fire alarm monitoring ($3,000), a/c maintenance ($2,400), Art in Public Places maintenance ($2,585), pest control ($300)
MIAMI LAKES PARK MARINA OPERATIONS	$264	$4,360	$1,500	$1,500	$1,500	$1,500	Bait & tackle
MIAMI LAKES PARK/IMPROVEMENTS	$37,185	$21,283	$20,000	$20,000	$20,000	$20,000	Park and facility improvements including athletic
3 -TOTAL MIAMI LAKES OPTIMIST PARK:	**$652,893**	**$667,903**	**$716,725**	**$716,725**	**$714,055**	**$757,780**	

TOWN OF MIAMI LAKES
FY 2017-18 ADOPTED BUDGET
GENERAL FUND
Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 ACTUALS	FY2016-17 ADOPTED BUDGET	FY2016-17 AMENDED BUDGET	FY2016-17 YEAR END PROJECTION	FY2017-18 ADOPTED BUDGET	BUDGET COMMENTS
MINI PARKS							
UTILITIES	$0	$18,744	$22,000	$22,000	$25,597	$24,000	FPL ($16,000), water and sewer ($6,000)
MAINTENANCE CONTRACT	$84	$234,375	$252,317	$252,317	$255,356	$244,000	Grounds maintenance contract with Superior ($244,000) Annual wood fiber playground mulch replenishment; Red mulch applications for tree trunks & landscape beds 1x/year
REPAIRS & MAINTENANCE (GROUNDS)	$1	$31,601	$44,330	$44,330	$42,127	$63,610	General grounds repairs including irrigation, sod, debris removal ($30,000), K-9 Cove maintenance ($13,000), lake maintenance (12,000), playground cleaning ($7,960) and pest control ($650)
MINI PARKS-TREE TRIMMING	$34,564	$14,460	$27,500	$27,500	$27,500	$27,500	Various contracts to supplement off year of three year trimming cycle, includes annual cycle for palms
FURNITURE & NON CAPITAL OUTLAY	$0	$4,850	$5,000	$5,000	$5,000	$5,000	Pocket parks and playground amenities replacement
SUB-TOTAL MINI PARKS:	**$34,649**	**$306,970**	**$351,147**	**$351,147**	**$355,581**	**$364,110**	
BARBARA GOLEMAN							
BARBARA GOLEMAN MAINT	$4,000	$4,000	$4,000	$4,000	$4,000	$4,000	Per agreement
SUB-TOTAL BARBARA GOLEMAN :	**$4,000**	**$4,000**	**$4,000**	**$4,000**	**$4,000**	**$4,000**	
TOTAL PARKS - COMMUNITY SERVICES	**$2,550,930**	**$2,570,091**	**$2,402,795**	**$2,451,787**	**$2,417,185**	**$2,496,966**	
COMMUNITY ENGAGEMENT AND OUTREACH							
LEISURE SERVICES							
SALARIES	$3,069	$30,161	$289,224	$295,344	$288,537	$287,282	Department restructured in FY17 to separate Parks and Community Engagement and Outreach
PAYROLL TAXES	$235	$2,197	$22,126	$22,126	$22,073	$21,977	Calculated based on 7.65% of salaries
FRS RETIREMENT CONTRIBUTION	$0	$2,080	$21,750	$21,750	$21,961	$22,753	Rate increase from 7.52% to 7.92% thru Jul '18
HEALTH & LIFE INSURANCE	$0	$4,219	$30,572	$30,572	$30,766	$42,916	Includes medical, dental, vision and life
WIRELESS STIPEND	$0	$0	$1,440	$1,440	$1,440	$1,440	Stipend for Director, 1 Leisure Services Manager and 1 Leisure Services Coordinator
YOUTH CENTER COMMUNITY PROGRAMS	$0	$5,301	$10,100	$10,100	$10,100	$10,100	Bus transportation for educational and community service opportunity field trips ($2,760), equipment and supplies for workshops and theme nights, monthly punch card prizes, movie licensing, entry fees, etc. ($4,700), t-shirts ($200) and high top chairs for study room ($2,440)
TOWN COMMUNITY PROGRAMS	$18,600	$13,495	$14,795	$14,795	$14,795	$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), SAFEE Flight Program ($2,000)
UNIFORMS	$29	$1,110	$1,040	$1,040	$1,040	$0	Includes all parks staff uniforms
SUB-TOTAL LEISURE SERVICES:	**$21,933**	**$58,563**	**$391,047**	**$397,166**	**$390,712**	**$401,262**	

TOWN OF MIAMI LAKES
FY 2017-18 ADOPTED BUDGET
GENERAL FUND
Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 ACTUALS	FY2016-17 ADOPTED BUDGET	FY2016-17 AMENDED BUDGET	FY2016-17 YEAR END PROJECTION	FY2017-18 ADOPTED BUDGET	BUDGET COMMENTS
ECONOMIC DEVELOPMENT							
SALARIES	$0	$0	$22,700	$22,700	$0	$22,700	Portion of Director's salary
PAYROLL TAXES	$0	$0	$1,737	$1,737	$0	$1,737	Calculated based on 7.65% of salary
FRS RETIREMENT CONTRIBUTION	$0	$0	$1,690	$1,690	$0	$1,798	Rate increase from 7.52% to 7.92% thru Jul '18
HEALTH & LIFE INSURANCE	$0	$0	$0	$0	$0	$0	Includes medical, dental, vision and life
WIRELESS STIPEND	$0	$0	$240	$240	$0	$240	cell phone allowance
SUB-TOTAL ECONOMIC DEVELOPMENT:	**$0**	**$0**	**$26,367**	**$26,367**	**$0**	**$26,474**	
COMMUNICATIONS							
SALARIES	$0	$0	$22,700	$22,700	$17,065	$22,700	Part-time Information Officer
PAYROLL TAXES	$0	$0	$1,737	$1,737	$1,305	$1,737	Calculated based on 7.65% of salary
FRS RETIREMENT CONTRIBUTION	$0	$0	$1,690	$1,690	$1,299	$1,798	Rate increase from 7.52% to 7.92% thru Jul '18
HEALTH & LIFE INSURANCE	$0	$0	$0	$0	$0	$0	Includes medical, dental, vision and life
WIRELESS STIPEND	$0	$0	$240	$240	$0	$240	cell phone allowance
SUB-TOTAL COMMUNICATIONS:	**$0**	**$0**	**$26,367**	**$26,367**	**$19,670**	**$26,474**	
SPECIAL EVENTS							
SALARIES	$0	$0	$58,384	$59,064	$67,992	$69,360	Current Salary and Wages
PAYROLL TAXES	$0	$0	$4,466	$4,466	$5,201	$5,306	Calculated based on 7.65% of salary
FRS RETIREMENT CONTRIBUTION	$0	$0	$4,390	$4,390	$5,176	$5,493	Rate increase from 7.52% to 7.92% thru Jul '18
HEALTH & LIFE INSURANCE	$0	$0	$17,582	$17,582	$12,134	$19,461	Includes medical, dental, vision and life
WIRELESS STIPEND	$0	$0	$480	$480	$480	$480	cell phone allowance
SPEC EVENTS VETERANS DAY	$6,870	$6,863	$6,000	$6,000	$6,000	$6,000	Veterans Day Parade supplies.
SPEC EVENTS 4TH JULY	$25,000	$25,000	$25,000	$25,000	$25,000	$25,000	Fireworks contract
TOWN ANNIVERSARY	$0	$24,772	$0	$0	$0	$0	-
OTHER EVENTS	$0	$0	$0	$0	$0	$13,067	Pop up events to promote economic development.
SUB-TOTAL SPECIAL EVENTS:	**$31,870**	**$56,635**	**$116,303**	**$116,983**	**$121,983**	**$144,167**	
COMMITTEES							
EIGHBORHOOD IMPROVEMENT COMMITTEE							
BEAUTIFICATION COMMITTEE AWARDS	$0	$0	$0	$0	$0	$2,000	
LAKE LAKE AWARENESS MONTH	$0	$223	$200	$200	$200	$0	
PEDES PEDESTRIAN & BIKE INITIATIVES	$0	$0	$0	$2,350	$2,350	$6,000	
LAKE TESTING	$0	$850	$850	$0	$0	$0	
HOA QUARTERLY HOA PROJECTS	$117	$0	$100	$100	$100	$500	
LITT ANTI LITTER CAMPAIGN	$0	$1,495	$1,500	$0	$0	$0	
PROJ COMM PROJECTS/HOME IMPROVEMENT	$0	$0		$0	$0	$500	
THE HOUSE/BUSINESS MONTH CONTEST	-$52	$0	$0	$0	$0	$0	
TOTAL NEIGHBORHOOD IMP COMMITTEE:	**$64**	**$2,568**	**$2,650**	**$2,650**	**$2,650**	**$9,000**	

TOWN OF MIAMI LAKES
FY 2017-18 ADOPTED BUDGET
GENERAL FUND
Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 ACTUALS	FY2016-17 ADOPTED BUDGET	FY2016-17 AMENDED BUDGET	FY2016-17 YEAR END PROJECTION	FY2017-18 ADOPTED BUDGET	BUDGET COMMENTS
CULTURAL AFFAIRS COMMITTEE							
BASEL ART BASEL MIAMI LAKES	$0	$0	$1,500	$1,500	$1,500	$1,500	
BLACK BLACK HISTORY MONTH CONCERT	$0	$0	$2,750	$3,450	$2,750	$3,750	
FILM CLASSIC FILM IN THE PARK	$0	$0	$2,650	$2,650	$2,650	$0	
WOMEN WOMEN HISTORY MONTH	$0	$0	$1,250	$1,250	$1,250	$2,250	
SCOT SCOTTISH AMERICAN HERITAGE MONTH	$0	$0	$600	$600	$600	$1,000	
BOOK BOOK READING	$591	$582	$750	$750	$750	$750	
COF CONCERT ON THE FAIRWAY	$12,144	$10,901	$10,500	$9,800	$10,425	$10,500	
CON CONCERTS	$4,504	$14,645	$4,500	$4,500	$4,500	$4,500	
FT FISHING	$0	$0	$500	$500	$500	$500	
FOUR FOURTH OF JULY	$12,385	$13,213	$11,500	$14,250	$11,500	$11,500	
HISP HISPANIC HERITAGE	$0	$318	$10,500	$10,200	$10,500	$10,500	
S FLI SPRING FLING(PAINT A PICTURE)	$492	$878	$600	$600	$600	$600	
TOTAL CULTURAL AFFAIRS COMMITTEE:	**$30,116**	**$40,536**	**$47,600**	**$50,050**	**$47,525**	**$47,350**	
ECONOMIC DEVELOPMENT COMMITTEE							
MARKE MARKETING MATERIALS	$18,337	$1,415	$7,000	$7,000	$7,000	$11,000	
ML CH MISC EXPENSES	$0	$7,000	$7,000	$7,000	$7,000	$7,000	
REALT REALTOR EVENTS	$0	$3,000	$5,200	$5,200	$5,200	$5,200	
TRADE SHOW - BIO FLORIDA	$0	$1,347	$0	$0	$0	$0	
SHOWS MISC EXPENSES	$100	$4,965	$3,000	$3,000	$3,000	$3,000	
L ECONOMIC DEVELOPMENT COMMITTEE:	**$18,437**	**$17,727**	**$22,200**	**$22,200**	**$22,200**	**$26,200**	
EDUCATIONAL ADVISORY BOARD							
AP LANGUAGE ARTS PROGRAM	$16,653	$17,147	$26,000	$26,000	$26,000	$26,000	
FRIEN FRIENDS OF THE LIBRARY	$4,000	$4,000	$4,000	$4,000	$4,000	$4,000	
IMAG IMAGINATION LIBRARY	$1,760	$2,823	$2,000	$2,700	$2,000	$4,000	
MISC. MISC. EXPENSES	$661	$585	$300	$300	$300	$300	
SAT/ SAT/ACT PREP COURSES	$4,021	$4,502	$4,000	$4,080	$4,000	$12,000	
STEM ELECTIVE COURSES	$0	$9,347	$10,000	$10,000	$10,000	$10,000	
EVENT TOWN EVENTS	$0	$0	$2,000	$2,000	$2,000	$2,000	
TEST STANDARDIZED TESTING SUPPORT	$0	$0	$10,000	$9,300	$10,000	$0	
TOTAL EDUCATIONAL ADVISORY BOARD:	**$46,095**	**$40,070**	**$58,300**	**$58,380**	**$58,300**	**$58,300**	
ELDERLY AFFAIRS COMMITTEE							
FORU COMMUNITY FORUMS	$1,840	$2,183	$1,500	$1,500	$1,500	$2,500	
HF EAC - HEALTH FAIR	$2,491	$2,071	$500	$4,900	$500	$500	
METET MEET & EAT	$4,419	$5,626	$4,000	$4,500	$4,000	$7,800	
MISC MISC EXPENSE/SUPPLIES	$0	$268	$2,500	$2,500	$2,500	$2,500	
SENIO SENIOR FIELD TRIP	$4,722	$6,353	$6,000	$6,000	$6,000	$6,000	
SG SR. GAMES	$2,488	$2,355	$2,500	$3,000	$2,500	$2,500	
SRSO SENIOR SOCIAL	$14,232	$20,769	$19,000	$19,000	$19,000	$15,200	
TOTAL ELDERLY AFFAIRS COMMITTEE:	**$30,258**	**$39,625**	**$36,000**	**$41,400**	**$36,000**	**$37,000**	

TOWN OF MIAMI LAKES
FY 2017-18 ADOPTED BUDGET
GENERAL FUND
Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 ACTUALS	FY2016-17 ADOPTED BUDGET	FY2016-17 AMENDED BUDGET	FY2016-17 YEAR END PROJECTION	FY2017-18 ADOPTED BUDGET	BUDGET COMMENTS
YOUTH ACTIVITIES TASK FORCE							
BR BICYCLE RODEO	$2,996	$997	$2,500	$5,800	$6,500	$6,000	
HHH HALLOWEEN HAUNTED HOUSE	$4,661	$8,019	$8,500	$12,307	$12,325	$10,000	
ICE ICE CREAM SOCIAL	$0	$0	$0	$2,500	$0	$0	
JUST JUST RUN	$1,590	$636	$1,000	$1,000	$1,000	$2,000	
MISC EXP	$0	$391	$0	$0	$0	$0	
MLR MIAMI LAKES ROCKS	$8,219	$4,143	$0	$0	$0	$0	
MP MOVIES IN THE PARK	$14,367	$19,571	$21,000	$24,041	$25,223	$11,000	
RELAY RELAY FOR LIFE	$0	$0	$0	$250	$250	$250	
SPRIN SPRING FLING	$3,793	$4,356	$6,000	$7,700	$7,000	$7,000	
SPORT SPORTS PALOOZA/PRO SPORTS DAY	$0	$0	$1,000	$2,000	$2,000	$2,000	
SUMMER YOUTH EMPL INITIATIVE	$0	$0	$1,000	$1,000	$1,000	$300	
WINTERFEST	$0	$7,500	$0	$0	$0	$6,450	
TOTAL YOUTH ACTIVITIES TASK FORCE:	**$41,257**	**$45,613**	**$41,000**	**$56,598**	**$55,298**	**$45,000**	
PUBLIC SAFETY COMMITTEE							
PUBLIC SAFETY IDENTITY THEFT PREVENTION	$125	$0	$0	$0	$0	$600	
BRKF POLICE APPRECIATION EVENT/BREAKFAST	$1,485	$1,529	$1,000	$1,500	$1,000	$1,000	
CERT C.E.R.T TRAINING	$0	$0	$250	$250	$250	$250	
EDUCATIONAL MATERIALS	$0	$581	$750	$750	$750	$750	
TOTAL PUBLIC SAFETY COMMITTEE:	**$1,610**	**$2,110**	**$2,000**	**$2,500**	**$2,000**	**$2,600**	
VETERANS AFFAIRS COMMITTEE							
CARE PACKAGE DRIVE	$0	$1,000	$1,000	$1,000	$1,000	$1,000	
DED C DEDICATION CEREMONY-VETS MEM	$162	$0	$0	$0	$0	$0	
FLAG FLAG RETIREMENT CEREMONY	$134	$100	$100	$100	$100	$0	
MEMORIAL HONOR FUND	$0	$0	$0	$0	$0	$500	
MM MARLINS FIELD TRIP-MILITARY MONDAY	$0	$51	$0	$0	$0	$0	
PLAQU PURCH TREES W/PLAQUES	$798	$57	$900	$900	$900	$900	
TOTAL VERTERANS AFFAIRS COMMITTEE:	**$1,381**	**$1,208**	**$2,000**	**$2,000**	**$2,000**	**$2,400**	
TOTAL COMMITTEES EXPENDITURES:	**$169,219**	**$189,458**	**$211,750**	**$235,778**	**$225,973**	**$227,850**	
TOTAL COMMUNITY ENGAGEMENT AND OUTREACH EXPENDITURES	**$223,021**	**$304,656**	**$771,834**	**$802,661**	**$758,338**	**$826,228**	

TOWN OF MIAMI LAKES
FY 2017-18 ADOPTED BUDGET
GENERAL FUND
Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 ACTUALS	FY2016-17 ADOPTED BUDGET	FY2016-17 AMENDED BUDGET	FY2016-17 YEAR END PROJECTION	FY2017-18 ADOPTED BUDGET	BUDGET COMMENTS
PUBLIC WORKS							
PUBLIC WORKS ADMINISTRATION							
REGULAR SALARIES	$102,413	$114,497	$119,500	$106,045	$102,148	$114,975	50% funding for Chief of Operations and 50% PW Director salaries
COMPENSATED ABSENCES	$0	$3,622	$0	$0	$0	$0	-
PAYROLL TAXES	$7,946	$7,969	$8,931	$8,931	$7,814	$8,796	Calculated based on 7.65% of salaries
FRS CONTRIBUTIONS	$7,279	$5,619	$8,234	$8,234	$7,770	$9,106	Rate increase from 7.52% to 7.92% thru Jul '18
HEALTH & LIFE INSURANCE	$10,783	$9,931	$10,945	$10,945	$8,369	$11,751	Includes medical, dental, vision and life
WIRELESS STIPEND	$515	$242	$480	$480	$388	$720	50% Stipend for Chief of Operations, PW Director and Manager
PROFESSIONAL SERVICES	$0	$0	$0	$14,068	$14,068	$0	Funding for professional consulting services as needed. FY17 includes services for Public Works Director vacancy
TOWN ENGINEER	$29,695	$48,037	$25,000	$25,000	$20,000	$25,000	EA Perez for townwide projects and misc drainage ($10,000); KHA ($15,000) for other inspections support
PERMITS PLAN REVIEW	$25,403	$35,793	$38,000	$38,000	$55,810	$45,840	Independent Contractor for plans review and inspections. Offset by PW Permit revenues
VEHICLE REPAIR & MAINTENANCE	$3,232	$4,891	$4,000	$4,000	$4,000	$4,000	Maintenance for 2 PW vehicles
UNDERGROUND UTILITY LOCATION	$22,438	$34,880	$27,240	$45,740	$44,529	$31,054	Underground utility markings: High Tech ($29,457), Sunshine state one call ($1,597)
PW MISCELLANEOUS	$3,830	$4,732	$5,000	$5,000	$5,000	$5,000	Removal of holiday banners
OPERATING SUPPLIES	$3,084	$1,680	$3,000	$3,000	$3,000	$3,000	banners, chlorine, tools, materials for field work
UNIFORMS	$40	$127	$40	$40	$40	$0	Staff shirts for PW Director and PW Manager
VEH OPERATING & MAINT	$2,357	$3,711	$3,000	$3,000	$2,855	$3,000	Fuel and lubricants for 2 PW vehicles
FURN & EQUIP NON CAPITAL	$3,999	$802	$4,000	$4,000	$2,500	$2,000	Signage, barricades and other PW equipment.
TOTAL PUBLIC WORKS ADMINISTRATION:	**$193,013**	**$276,534**	**$257,370**	**$276,483**	**$278,293**	**$264,242**	
PW - GREEN SPACE							
RIGHT OF WAY ELECTRICITY	$9,514	$8,508	$11,000	$11,000	$8,385	$11,000	Electricity for entrance features, fountains and pumps
WATER	$44,072	$60,905	$65,000	$65,000	$52,030	$60,000	Water and sewer
REPAIR & MAINTENANCE	$502,166	$420,260	$523,247	$464,747	$451,137	$453,743	Grounds ($248,235), FDOT ROW ($14,884), Flowers/landscape beds and cul-de-sac ($81,624), litter and debris/doggie stations ($94,000), misc repairs including plumbing, electrical and handyman services ($15,000)
PUBLIC WORK ENTRY MAINT	$2,280	$2,428	$4,700	$4,700	$5,238	$4,700	Includes maintenance ($2,700) and painting ($2,000) of 3 entrance features at 67th, 154th and 87th Avenues
EXTERMINATION SERVICES	$1,250	$4,969	$3,000	$3,000	$3,000	$3,000	Extermination of rodents, bees, dead animals, etc

TOWN OF MIAMI LAKES
FY 2017-18 ADOPTED BUDGET
GENERAL FUND
Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 ACTUALS	FY2016-17 ADOPTED BUDGET	FY2016-17 AMENDED BUDGET	FY2016-17 YEAR END PROJECTION	FY2017-18 ADOPTED BUDGET	BUDGET COMMENTS
PW TREE REMOVAL	$16,950	$19,945	$20,000	$28,500	$28,500	$22,000	Removal of invasive, hazardous or dead trees
TREE TRIMMING	$130,916	$135,662	$170,000	$210,000	$210,000	$229,000	Per contract based on three year cycle; 5700 trees per cycle; includes annual cycle for aesthetic pruning along the major corridors
NEW TREE PLANTING	$15,340	$56,273	$50,000	$50,000	$50,000	$55,000	Tree planting
BEAUTIFICATION PLAN	$25,989	$8,989	$0	$21,000	$0	$0	FY17 Landscape and ground cover at SE corner of NW 154th Street and Palmetto
SUB-TOTAL PW-GREEN SPACE:	**$763,656**	**$717,938**	**$846,947**	**$857,947**	**$808,290**	**$838,443**	
TOTAL PUBLIC WORKS EXPENDITURES:	**$956,670**	**$994,472**	**$1,104,317**	**$1,134,430**	**$1,086,583**	**$1,102,685**	
NON-DEPARTMENTAL							
BAD DEBT EXPENSE- EMPLOY TAX 1	$0	$0	$0	$0	$1,664	$0	
BAD DEBT EXPENSE- ALARMS	$0	$0	$0	$0	$85,038	$0	FY17 Write off Alarm Debt
EX ORD ITEM, PUBLIC OFFICIALS LEGAL REIMB	$0	$460,000	$0	$0	$0	$0	
SPECIAL ITEM, FEMA REIMB	$0	$746,705	$0	$0	$0	$0	
OPERATING SURPLUS	$0	$0	$0	$121,443	$0	$0	
RESERVE FOR LITIGATION/SETTLEMENT	$0	$0	$0	$190,000	$190,000	$500,000	Reserve for Pizzi vs Town of Miami Lakes legal fee settlement
TAL NON-DEPARTMENTAL EXPENDITURES	**$0**	**$1,206,705**	**$0**	**$311,443**	**$276,702**	**$500,000**	
TOTAL GENERAL FUND EXPENDITURES	**$16,438,995**	**$18,536,650**	**$15,787,601**	**$17,202,422**	**$17,162,153**	**$16,858,197**	

Special Revenue Funds

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

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 2017-18, the Town anticipates receiving approximately $373,572 and a carryforward fund balance of $16,764 totaling $390,336.

The funds are restricted for transportation related activities which includes sidewalk replacement ($170,000), road system maintenance ($80,000), pressure cleaning ($80,000), ADA compliance of our public rights-of-way ($25,000), pothole repairs ($20,000), signage replacement and striping of crosswalks ($15,336). 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.

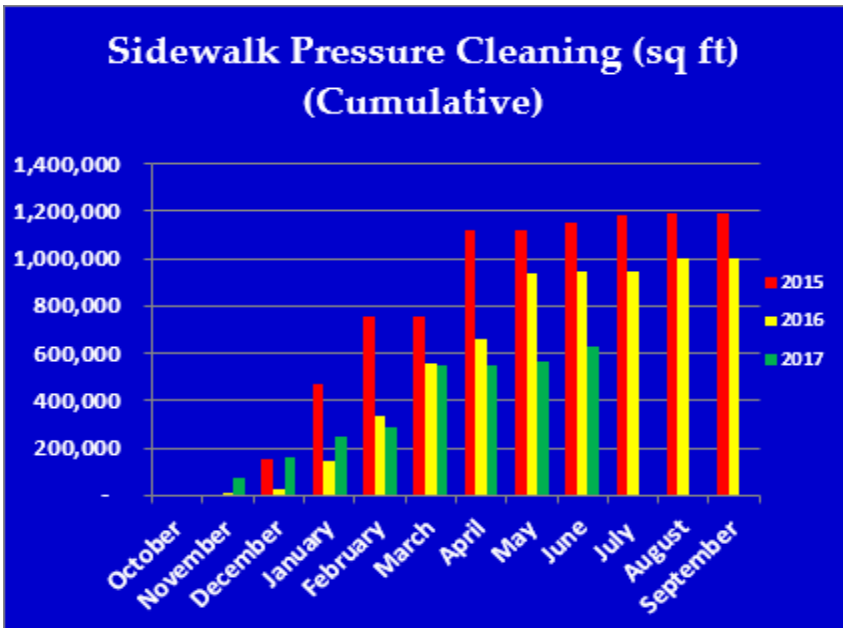


Fig.1: Cumulative number of sidewalks pressure cleaned reported in square feet. Areas cleaned in FY17 include the Town's major corridors such as NW 154th Street, Miami Lakeway N and S, NW 82nd Avenue and Fairway Drive, as well as the Downtown streets.

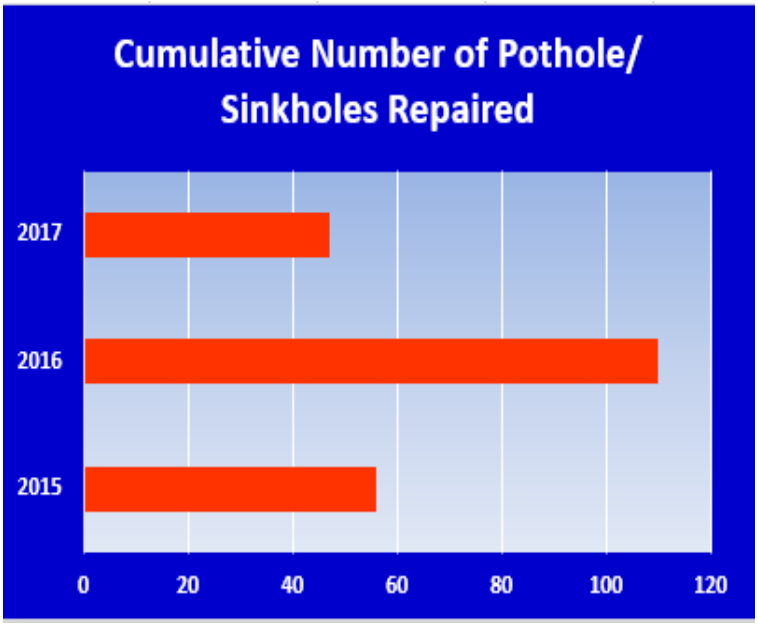


Fig.2: The number of pothole/sinkholes repaired at the end of the 3rd quarter of FY17 was 47. Potholes typically develop in wet and mucky conditions. This measure has decreased significantly from the previous fiscal year due to the completion of roadway resurfacing and drainage projects, and the department's proactive inspections.

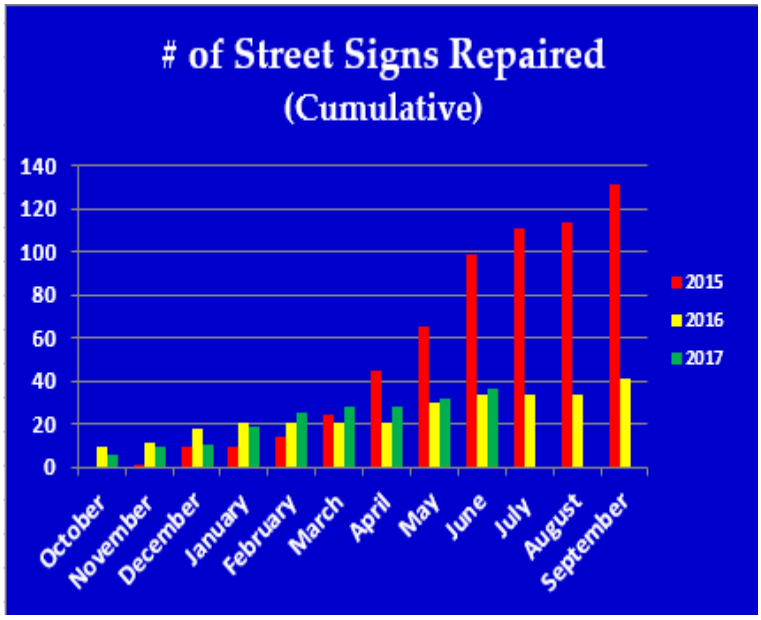


Fig.3: The number of street signs repaired is a relatively new measure for the Public Works Department. Signs are repaired when damaged or fading. A total of 36 street signs have been repaired as at the end of the 3rd quarter of FY17.

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 $1,215,000 for FY 2017-18. People's Transportation Plan funds are allocated and restricted to 80% transportation activities and 20% transit activities.

The People's Transportation Plan (PTP 80%) total budget for FY 2017-18 is $1,408,781 and includes the 80% share of revenues ($975,000), interest income ($4,500) and prior year carry-over funds ($429,281).

Funds are allocated for street lighting utilities ($262,000) and the repairs and maintenance of street lights not owned by FPL ($70,000). In FY17, the Town commenced converting approximately 915 Town-owned street lights from High Pressure Sodium (HPS) cobra head to Light Emitting Diode (LED) lights. It is expected that once completed, the LED streetlight conversion will reduce energy cost by approximately 10% or $26,000, maintenance cost by at least 45% or $45,000 on Town owned streetlights, and staff monitoring cost of $2,000, for a total savings of $73,000 annually. The FY 2017-18 budget allocation reflects a decrease of $58,000.

Additionally, funds are allocated for traffic studies related to the implementation of projects identified at the Transportation Summit ($50,000), maintenance of our greenway bike paths ($12,268), transfer to Capital Projects Fund for transportation related improvement projects including NW 59th Avenue extension ($775,000) and bike path striping at 89th Avenue and Commerce Way ($50,000), and staffing at 50% of cost to manage the program.

In 2017, the Citizens' Independent Transportation Trust (CITT) amended the Ordinance that governs the expenditure of surtax funds, allowing for limited on-demand service for seniors and mobility impaired persons and for the last mile of a transit trip. The Town's on-demand bus service was previously funded by the General Fund and is now funded at $79,500 from the People's Transportation Plan (PTP 80%) in FY 2017-18.

This Fund has $10,029 in reserves.

Performance Measures

The principal measure of performance for PTP 80% funded activities is the percentage of street lights working.

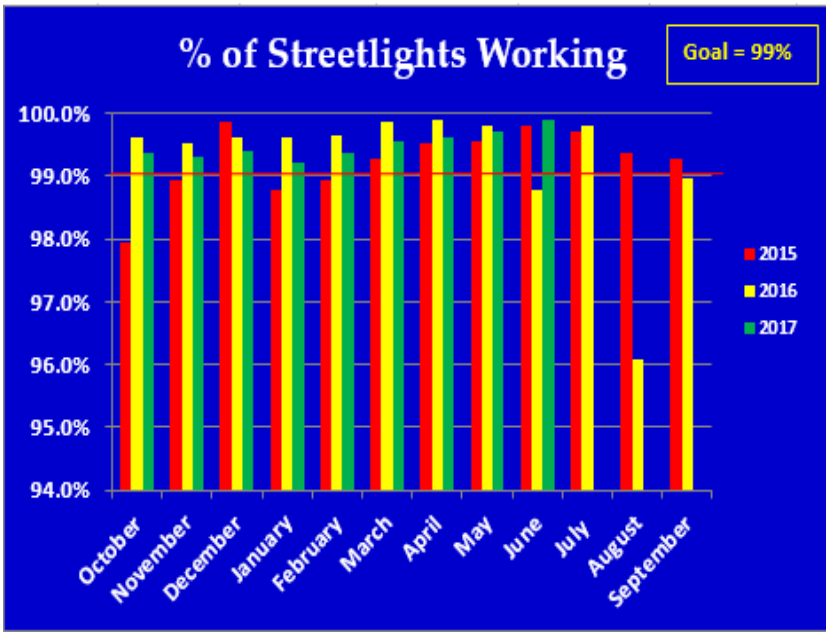


Fig.4: There are currently 2,047 street lights in the Town of Miami Lakes. Over the 3rd quarter of FY17, approximately 99.9% of street lights were working (an average of only 2 street lights not working per month). The Town continues to work with FPL to enhance the quality of service being provided to 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 operations. The total budget for FY 2017-18 is $498,876 which includes the 20% PTP share of $240,000 and $258,876 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 $219,550 and currently operates 5 days per week on fixed routes during morning and evening peak periods. The buses have been 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 a Park and Ride Feasibility Study as well as other traffic studies as needed ($125,000), repair, maintenance and insurance of 23 bus shelters and bus stop signs ($41,665), the production of marketing materials to support the transit program ($20,000), and administrative expenses and staffing at 50% of cost to manage the program ($65,734). This Fund has $26,927 in reserves.

Performance Measures

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

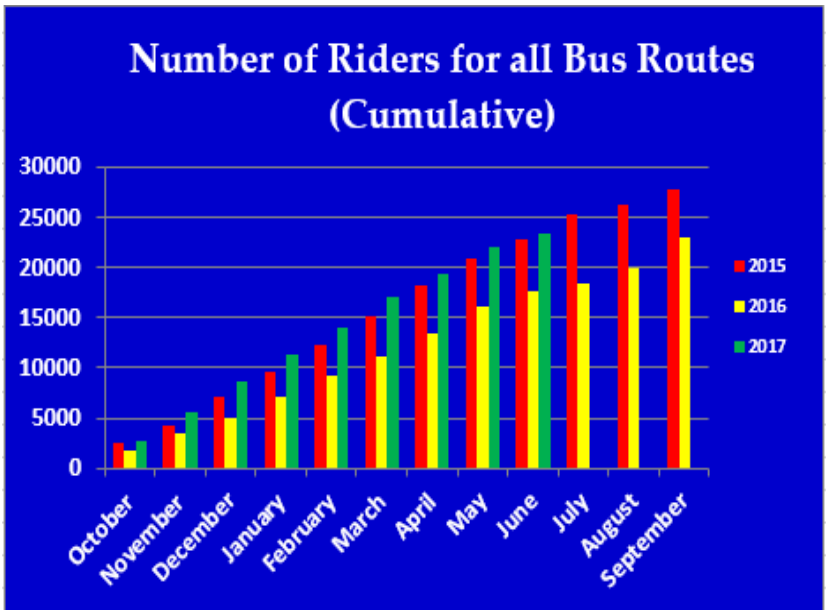


Fig.5: Cumulative number of riders for all bus routes is 23,495 for FY17 year to date. Chart reflects an increase in ridership as compared to the prior years.

Tree Removal Program

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. This program is not funded in FY 2017-18. 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 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. The fee is applied to land development projects for the establishment of a land use or change of a land use, that apply for a building permit and/or certificate of use. The fee is calculated as outlined in the Mobility Fee Ordinance, paid directly to the Town, and deposited to a Mobility Fee Trust Account Fund.

For FY 2017-18 revenues are estimated at $382,252 from Lucida, Loch Ness and Chrysler Garage developments, and a carryforward fund balance of $195,656 for a total budget of $577,908. Funds are transferred to the Capital Projects Fund for design services to include bicycle lanes, sidewalk and crosswalk improvements at Business Park East ($150,000) and Main Street East ($150,000). This Fund has a reserve of $277,908 for future transportation-related projects.

Impact Fees 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 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.

1) Open Space - Revenues for FY 2017-18 are estimated at $820,031 and a carryforward fund balance of $802,478, totaling $1,622,509. A transfer of $30,000 in the Capital Projects Fund is appropriated for the redevelopment of the SW vacant parcel of Royal Oaks Park for passive community use, leaving a reserve of $1,592,509 for future parks open space projects.

2) Improvements – Revenues for FY 2017-18 are estimated at $854,170, interest income $5,000 and a carryforward fund balance of $155,257, totaling $1,014,427. A transfer of $995,000 is budgeted in the Capital Projects Fund for design and partial construction of MLOP Master Plan ($900,000), Art in Public Places at Optimist Clubhouse ($30,000) and parks furniture ($65,000). There remains a reserve of $19,427 for future parks improvement 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 FY 2017-18 are estimated at $470,054 and a carryforward fund balance of $15,284 for a total budget of $485,338. A transfer of $30,865 to the Capital Projects Fund is budgeted to complete the purchase and installation of an emergency portable generator 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. At the 2nd Budget Hearing, Council approved $200,000 for the purchase and installation of a license plate recognition software. The Fund has a Reserve of $254,473 for future public safety improvement projects.

In lieu of payment of Road Impact Fees, Miami-Dade County approved for Town Center Developer to contribute towards the widening of NW 67th Avenue at the Palmetto ($489,934) and the Adaptive Signalization Program ($152,000) within the Town of Miami Lakes. A sub-fund **Road Impact Fees (Contribution in Lieu of)** was created in FY17 to account for the contribution with a transfer to the Capital Projects Fund to record the expenses of these two projects.

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. In FY 2016-17, the Building department activities were separated 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 2017-18 Adopted Budget for the Building Department Fund totals $4,477,443, an increase of $1,831,935 over FY17 Amended Budget primarily 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 $2,564,000 in building permit fees, technology fee of $260,000, building permit violation fee and lost plans $72,700, interest income $15,000 and a carryforward fund balance of $1,565,743.

The operating cost for FY 2017-18 is $1,933,108 and includes eleven full-time employees, 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 $175,047 for administrative support provided by the General Fund. This fund has a reserve of $2,544,335 and is expected to decrease as the two major developments progress through the permitting process over the next several years.

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.

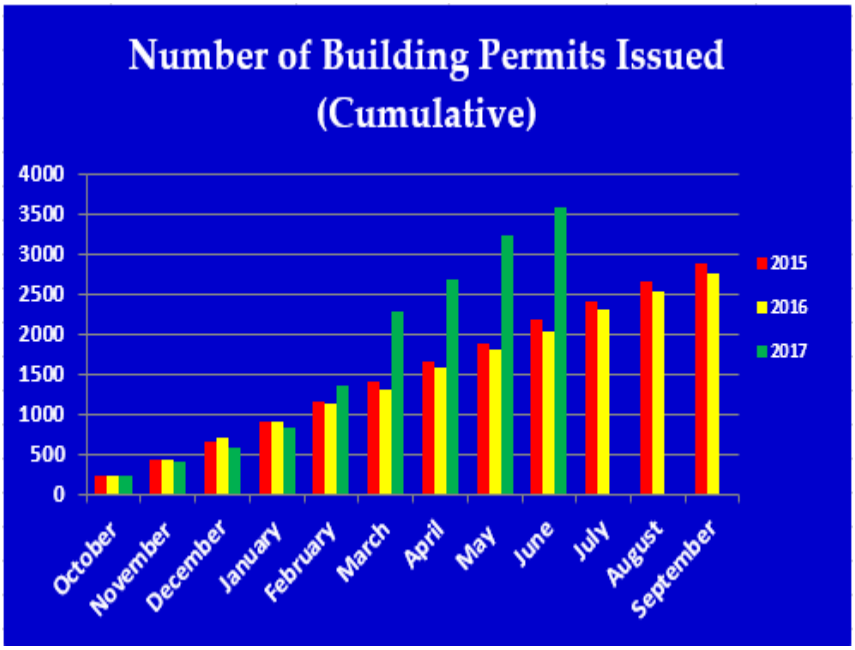


Fig.6: Cumulative number of Building Permits issued in FY17 have increased significantly primarily due to two new major residential developments. The total number of permits issued in FY17 year-to-date is 3,587 as compared to 2,041 in FY16.

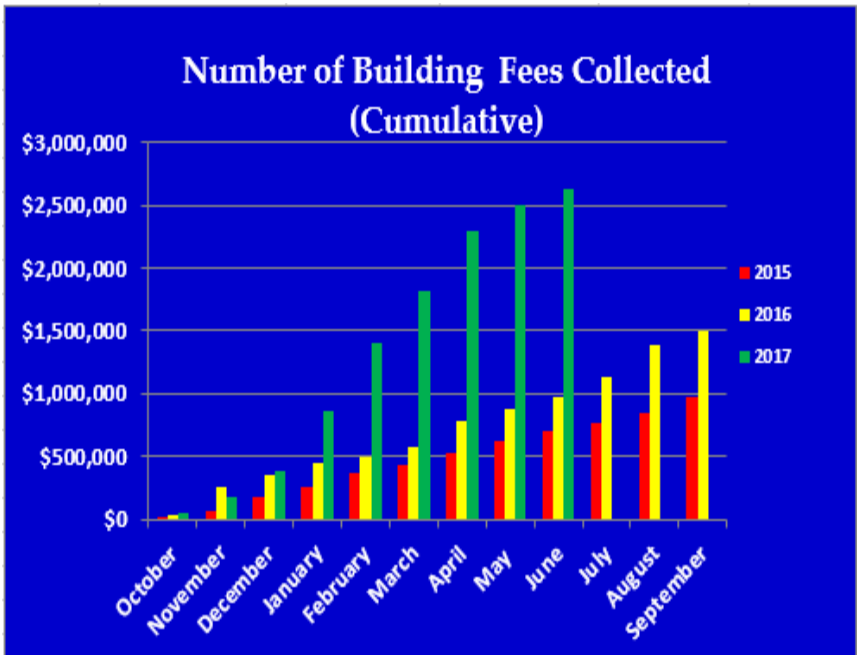


Fig.7: Cumulative amount of Building Permit Fees collected totals $2,631,875 in FY17 year-to-date, of which $2,251,668 was collected from January to June 2017. The increase is due to larger permits associated with Lennar and Town Center developments. This is a great indication of the Town's economic growth.

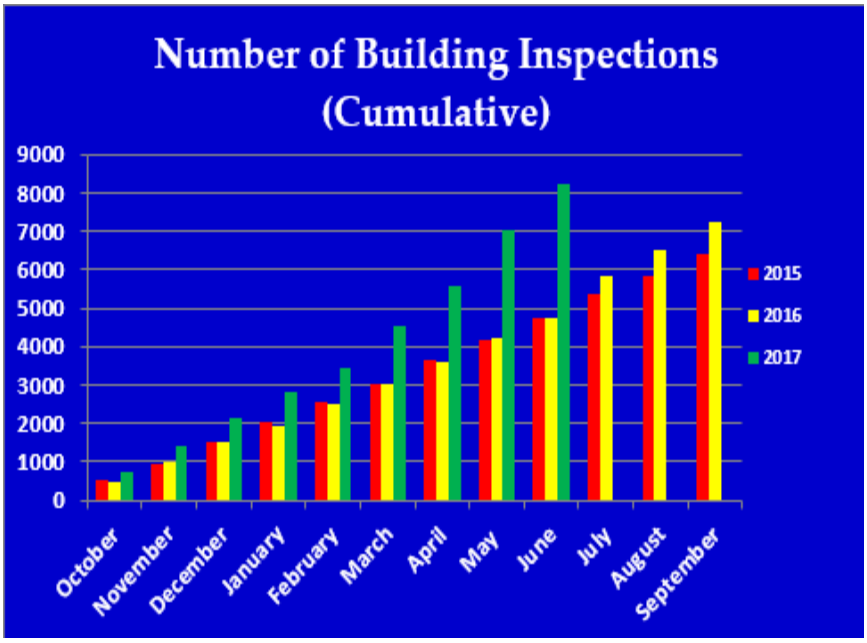


Fig.8: The cumulative number of Building Inspections performed in FY17 has doubled as compared to the prior year and is consistent with number of permits issued. A total of 8,245 inspections were conducted in FY17 year-to-date and the Building Department is diligently working harder than ever to continue to provide excellent service, while keeping up with the increased number of requests.

TOWN OF MIAMI LAKES
FY 2017-18 ADOPTED BUDGET
SPECIAL REVENUE FUND
Revenue and Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 ACTUALS	FY2016-17 ADOPTED BUDGET	FY2016-17 AMENDED BUDGET	FY2016-17 YEAR END PROJECTION	FY2017-18 ADOPTED BUDGET	BUDGET COMMENTS
SPECIAL REVENUE FUND							
TRANSPORTATION GAS TAX							
REVENUE							
1ST LOCAL OPT GAS TAXES - 6¢	$405,223	$400,889	$425,500	$425,500	$415,048	$373,572	Based on Dept of Revenue estimate
SR TRANSP BUDGET CARRYFORWARD	$0	$0	$0	$0	$12,216	$16,764	
TOTAL REVENUES	**$405,223**	**$400,889**	**$425,500**	**$425,500**	**$427,264**	**$390,336**	
EXPENDITURE							
TRANSP- ADA COMPLIANCE	$24,500	$24,617	$30,000	$30,000	$30,000	$25,000	Sidewalk repairs for ADA compliance
ROADS - POTHOLE REPAIRS	$18,563	$12,803	$20,000	$20,000	$20,000	$20,000	Continuation of town-wide pothole repairs
SIDEWALK PRESSURE CLEANING	$89,893	$78,284	$85,000	$85,000	$85,000	$80,000	Sidewalks throughout Town and main roads
ROADS - SIDEWALK REPLACEMENT	$214,308	$164,518	$175,000	$175,000	$170,000	$170,000	Complete replacement of trip hazard and sidewalks
ROADS - STRIPING & SIGNS	$24,392	$19,224	$15,500	$15,500	$15,500	$15,336	Sign replacement and crosswalk improvement
TRANSP - ROAD SYSTEM MAINT	$130,985	$89,226	$100,000	$100,000	$90,000	$80,000	60% roadway repairs and 40% median repairs (Irrigation and non-capital beautification improvements)
TOTAL EXPENDITURES	**$502,641**	**$388,673**	**$425,500**	**$425,500**	**$410,500**	**$390,336**	
TRANSIT							
REVENUE							
TRANSPORTATION 20% SALES TAX	$234,441	$241,864	$230,000	$230,000	$232,508	$240,000	20% of Half Cent Surtax for transit use only
STATE GRANT BUS OPERATING	$30,044	$0	$0	$0	$0	$0	-
SR TRANSIT BUDGET CARRYFORWARD	$0	$0	$517,853	$517,853	$496,128	$258,877	Prior year fund balance carryforward
TOTAL REVENUES	**$297,991**	**$241,864**	**$747,853**	**$747,853**	**$728,636**	**$498,877**	
EXPENDITURE							
REGULAR SALARIES	$36,474	$42,058	$50,750	$50,750	$27,360	$38,500	Salary and wages for full- time employee to manage transit and traffic issues (Senior Planner and Junior
BONUS/COST OF LIVING ADJUSTMENT	$0	$0	$0	$0	$0	$770	2% COLA effective March 2018
PAYROLL TAXES	$2,689	$3,095	$3,882	$3,882	$2,093	$2,946	Calculated based on 7.65% of salaries
FRS CONTRIBUTIONS	$2,572	$3,083	$3,816	$3,816	$2,082	$3,049	Rate increase from 7.52% to 7.92% thru Jul '18
HEALTH AND LIFE INSURANCE	$3,945	$7,116	$20,382	$20,382	$2,394	$5,969	Includes medical, dental, vision and life
PROFESSIONAL SERVICES	$0	$0	$0	$0	$2,000	$0	
TRAFFIC STUDIES	$41,245	$8,366	$25,000	$25,000	$0	$125,000	Traffic studies as needed, including Park and Ride Feasibility Study ($100,000)
TRANSIT BUS CIRCULATOR CO	$203,606	$114,675	$124,950	$124,950	$120,875	$124,950	Operation for Moover service
TRANSIT BUS SHELTER INS	$20,662	$22,950	$22,950	$22,950	$25,665	$25,665	Insurance for buses and bus shelters
TRAVEL & PER DIEM	$439	$255	$1,500	$1,500	$500	$1,500	Tolls, mileage, airfare to meetings & conferences
TRANSIT BUS SHELTERS REPAIRS & MAINT	$8,415	$21,068	$16,000	$16,000	$10,000	$16,000	Repair and maintenance of 23 bus shelters ($10,000) and bus stop signs ($6,000)

TOWN OF MIAMI LAKES
FY 2017-18 ADOPTED BUDGET
SPECIAL REVENUE FUND
Revenue and Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 ACTUALS	FY2016-17 ADOPTED BUDGET	FY2016-17 AMENDED BUDGET	FY2016-17 YEAR END PROJECTION	FY2017-18 ADOPTED BUDGET	BUDGET COMMENTS
GPS REPAIR AND MAINTENANCE	$0	$4,339	$8,600	$8,600	$6,470	$8,600	Annual maintenance on GPS ($1,700), monthly tracking ($5,400) and repairs to cameras ($1,500)
TRANSIT BUS REPAIR AND MAINTENANCE	$0	$52,129	$35,000	$54,000	$52,864	$61,000	Maintenance and repair service including parts and labor ($48,000), storage fee ($8,000), vehicle wash ($5,000)
CONTINGENCY	$0	$0	$377,523	$358,523	$0	$26,928	Contingency for transit project needs
MARKETING PROMOTIONAL SUPPORT	$9,599	$7,298	$20,000	$20,000	$5,000	$20,000	Production of marketing materials and promotional support for Transit Program
TRANSIT ADMIN PROG EXP5%	$11,722	$12,093	$11,500	$11,500	$11,486	$12,000	Administrative expense
FUEL, GAS, OIL	$0	$21,148	$25,000	$25,000	$25,482	$25,000	Fuel for 2 transit buses
EDUCATION & TRAINING	$165	$2,369	$1,000	$1,000	$1,000	$1,000	Training
BUS STOP SIGNS	$0	$64,701	$0	$0	$0	$0	-
GLOBAL POSITIONING SYSTEM	$2,040	$8,558	$0	$0	$0	$0	Internal/external cameras for circulators
TRANSFER OUT TO GENERAL FUND	$0	$0	$0	$0	$174,490	$0	FY17 reflects transfer per CITT 2016 Audit
TOTAL EXPENDITURES	**$343,571**	**$395,301**	**$747,853**	**$747,853**	**$469,760**	**$498,877**	
IMPACT FEES - POLICE							
REVENUE							
IMPACT FEES - PUBLIC SAFETY	$20,474	$0	$0	$0	$0	$0	
TRANSF FROM POLICE IMPACT FEES - FD105		$0	$0	$0	-$36,475	$0	
SPEC REV POLICE BUD CARRYFWD	$0	$0	-$138,536	-$138,536	$0	$0	
TOTAL REVENUES	**$20,474**	**$0**	**-$138,536**	**-$138,536**	**-$36,475**	**$0**	**CLOSE OUT TO IMPACT FEE FUND**
EXPENDITURE							
POLICE IMPACT FEE EXP	$0	$0	-$138,536	-$138,536	$0	$0	
TRANSFER OUT - CIP FUND	$0	$0	$0	$0	$0	$0	
TOTAL EXPENDITURES	**$0**	**$0**	**-$138,536**	**-$138,536**	**$0**	**$0**	**CLOSE OUT TO IMPACT FEE FUND**
TREE ORDINANCE - BLACK OLIVE REMOVAL PROGRAM							
REVENUE							
BLACK OLIVE PROGRAM - FEE	$0	$9,618	$5,000	$5,000	$423	$0	
TREE REMOVAL PROGRAM - FEE	$672	$5,878	$5,000	$5,000	$1,268	$0	
TRANSF IN FROM GENERAL FUND	$0	$0	$11,416	$11,416	$11,416	$0	Funding to expedite removal of Black Olive and other
BUDGET CARRYFORWARD	$0	$0	$7,391	$7,391	$10,074	$0	
TOTAL REVENUES	**$672**	**$15,496**	**$28,807**	**$28,807**	**$23,181**	**$0**	
EXPENDITURE							
BLACK OLIVE TREE PROGRAM	$0	$10,890	$28,807	$28,807	$23,181	$0	
TRANSFER OUT - GEN FUND	$0	$0	$0	$0	$0	$0	
TOTAL EXPENDITURES	**$0**	**$10,890**	**$28,807**	**$28,807**	**$23,181**	**$0**	

TOWN OF MIAMI LAKES
FY 2017-18 ADOPTED BUDGET
SPECIAL REVENUE FUND
Revenue and Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 ACTUALS	FY2016-17 ADOPTED BUDGET	FY2016-17 AMENDED BUDGET	FY2016-17 YEAR END PROJECTION	FY2017-18 ADOPTED BUDGET	BUDGET COMMENTS
PEOPLE'S TRANSPORTATION PLAN (PTP 80%)							
REVENUE							
TRANSPORTATION 80% PTP	$937,764	$967,455	$925,000	$925,000	$940,419	$975,000	80% of Half Cent Surtax allocation
INSURANCE SETTLEMENT	$0	$0	$0	$0	$16,120	$0	Claims for light pole accidents
INTEREST EARNINGS	$3,226	$4,547	$0	$0	$4,500	$4,500	Interest income from Investment Portfolio
TRANSFER IN FROM GENERAL FUND	$0	$176,384	$0	$0	$0	$0	FY16 Reimbursement for Series 2010 Debt service
SR TRANSPORTATION BUDGET CARRYFORWARD	$0	$0	$165,216	$165,216	$429,600	$429,281	Prior year fund balance carryforward
TOTAL REVENUES	**$940,990**	**$1,148,386**	**$1,090,216**	**$1,090,216**	**$1,390,639**	**$1,408,781**	
EXPENDITURE							
REGULAR SALARIES	$0		$50,750	$50,750	$26,990	$38,500	Salary and wages for full- time employee to manage transit and traffic issues (Transportation Planner at 50%)
BONUS/COST OF LIVING ADJUSTMENT	$0	$0	$0	$0	$0	$770	2% COLA effective March 2018
PAYROLL TAXES	$0		$3,882	$3,882	$2,065	$2,945	Calculated based on 7.65% of salaries
FRS CONTRIBUTIONS	$0		$3,817	$3,817	$2,055	$3,049	Rate increase from 7.52% to 7.92% thru Jul '18
HEALTH AND LIFE INSURANCE	$0		$20,382	$20,382	$2,394	$5,969	Includes medical, dental, vision and life
PROFESSIONAL SERVICES	$0	$16,896	$20,000	$20,000	$20,000	$0	LED Lights Implementation
TRANSPORTATION STUDIES	$0	$43,596	$50,000	$50,000	$50,000	$50,000	Traffic studies related to Transportation Summit implementation
DEMAND SERVICES - CONTRACT		$0	$0	$0	$0	$79,500	Bus service ($58,800), fuel ($5,600) vehicle repair & maintenance ($6,600) and storage ($4,000) and Sunday service.
STREET LIGHTING UTILITIES	$272,241	$253,712	$280,000	$280,000	$288,469	$262,000	Street lighting utility expense. Reduction due to conversion of Town owned street light to LED
STREET LIGHTING REPAIRS AND MAINT	$102,429	$72,483	$110,000	$110,000	$95,000	$70,000	Maintenance and repairs of street lights not owned
BIKEPATH/GREENWAY REPAIR & MAINT	$0	$16,050	$25,000	$25,000	$15,000	$12,268	Repair and maintenance of greenway bike path
CONTINGENCY	$0	$0	$88,859	$72,739	$0	$10,029	Contingency for Transportation project needs
ADMIN PTP EXP 5%	$46,888	$48,373	$46,250	$46,250	$46,583	$48,750	Administrative expense
LED LIGHT RETROFIT	$0	$0	$365,000	$365,000	$370,406	$0	Street Light retrofit program
MACHINERY AND EQUIPMENT	$0	$4,335	$0	$16,120	$16,120	$0	
TRANSFER OUT- CIP PARKS	$121,500	$0	$0	$0	$0	$0	-
TRANSFER CAPITAL-TRANSPORTATION	$178,500	$130,000	$26,276	$26,276	$26,276	$825,000	Transfer to Capital Projects Fund for transportation projects including bike path striping at 89th Avenue and Commerce Way ($50,000) and 59th Avenue extension ($775,000)
TRANSFER CAPITAL-STORMWATER	$0	$300,000	$0	$0	$0	$0	Transfer to Capital Fund for drainage/roadway
TRANSFER TO SERIES 2013	$47,046	$129,338	$0	$0	$0	$0	-
TOTAL EXPENDITURES	**$768,604**	**$1,014,781**	**$1,090,216**	**$1,090,216**	**$961,358**	**$1,408,781**	

TOWN OF MIAMI LAKES
FY 2017-18 ADOPTED BUDGET
SPECIAL REVENUE FUND
Revenue and Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 ACTUALS	FY2016-17 ADOPTED BUDGET	FY2016-17 AMENDED BUDGET	FY2016-17 YEAR END PROJECTION	FY2017-18 ADOPTED BUDGET	BUDGET COMMENTS
MOBILITY FEE TRUST ACCOUNT FUND							
REVENUE							
MOBILITY FEE	$0	$660,194	$50,000	$50,000	$3,462	$382,252	Lucida Apartments, Chrysler Garage, Loch Ness
BUDGET CARRYFORWARD	$0	$0	$650,000	$650,000	$660,194	$195,656	
TOTAL REVENUES	**$0**	**$660,194**	**$700,000**	**$700,000**	**$663,656**	**$577,908**	
EXPENDITURE							
CONTINGENCY RESERVES	$0	$0	$0	$0	$0	$277,908	Reserve for future projects
TRANSFER TO CAPITAL-TRANSPORTATION	$0	$0	$700,000	$700,000	$468,000	$300,000	Transfer for design services at Business Park East ($150,000) and Main Street East ($150,000). FY17 include transfer to Capital for Adaptive Signalization Program ($58,000) and design of Underpass Bridges at 146 Street ($170,000) and 159th Street ($170,000) and 82nd Ave & Oak Lane reconfiguration ($70,000).
TOTAL EXPENDITURES	**$0**	**$0**	**$700,000**	**$700,000**	**$468,000**	**$577,908**	
SPECIAL REVENUES - OTHER							
REVENUE							
CONTRIBUTION FROM DEVELOPER	$0	$0	$0	$0	$300,000	$0	
BUDGET CARRYFORWARD	$0	$0	$300,000	$300,000	$0	$300,000	Contribution for educational purposes
TOTAL REVENUES	**$0**	**$0**	**$300,000**	**$300,000**	**$300,000**	**$300,000**	
EXPENDITURE							
CONTINGENCY FOR EDUCATION	$0	$0	$300,000	$300,000	$0	$300,000	Reserve for future educational projects/programs
TOTAL EXPENDITURES	**$0**	**$0**	**$300,000**	**$300,000**	**$0**	**$300,000**	
TOTAL SPECIAL REVENUE FUND REVENUES:	**$1,665,350**	**$2,466,828**	**$3,153,840**	**$3,153,840**	**$3,496,901**	**$3,175,902**	
OTAL SPECIAL REVENUE FUND EXPENDITURES:	**$1,614,817**	**$1,809,644**	**$3,153,840**	**$3,153,840**	**$2,332,798**	**$3,175,902**	

TOWN OF MIAMI LAKES
FY 2017-18 ADOPTED BUDGET
IMPACT FEES FUNDS
Revenue and Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 ACTUALS	FY2016-17 ADOPTED BUDGET	FY2016-17 AMENDED BUDGET	FY2016-17 YEAR END PROJECTION	FY2017-18 ADOPTED BUDGET	BUDGET COMMENTS
IMPACT FEES FUND							
PARKS IMPACT FEES							
REVENUES							
PARKS IMPACT FEES - IMPROVEMENTS	$0	$3,486	$10,000	$10,000	$832,484	$854,170	Fees from Senior Village, Town Center, Lucida and Loch Ness Gardens development
PARKS IMPACT FEES - OPEN SPACE	$0	$3,781	$10,000	$10,000	$890,478	$820,031	Fees from Senior Village, Town Center, Lucida and Loch Ness Gardens development
INTEREST INCOME		$32	$0	$0	$375	$5,000	Interest income from Investment Portfolio
PARKS BUDGET CARRYFORWARD	$0	$0	$2,119,457	$2,119,457	$7,298	$957,735	Prior year fund balance carryforward
TOTAL REVENUES	**$0**	**$7,298**	**$2,139,457**	**$2,139,457**	**$1,730,635**	**$2,636,936**	
EXPENDITURES							
TRANSFER TO CPF - PARKS (PIMP)	$0	$0	$370,000	$684,900	$684,900	$995,000	Transfer for Phase 2 of 3 of Pocket Parks signage, benches, etc ($65,000), allocation for MLOP Master Plan design and partial construction ($900,000) and MLOP Art in Public Places ($30,000). FY17 transfer includes partial funding for design of MLOP Masterplan ($100,000), MLOP Marina and Storage Facility Upgrade ($220,000), parks furniture ($50,000), Art in Public Places Program at Youth Center ($14,400), MCCC Improvements ($155,000), to fully fund Optimist Clubhouse ($65,000), and Parks IT Infrastructure Improvements ($65,000).
TRANSFER TO CPF - PARKS (POS)		$0	$0	$50,000	$88,000	$30,000	Transfer for redevelopment of SW parcel of ROP for passive use. FY17 transfer includes fully funding Dog Park ($50,000 + $38,000)
CONTINGENCY - OPEN SPACE	$0	$0	$1,230,895	$1,230,895	$0	$1,592,509	Reserve for future projects
CONTINGENCY - IMPROVEMENTS	$0	$0	$538,562	$173,662	$0	$19,427	Reserve for future projects
TOTAL EXPENDITURES	**$0**	**$0**	**$2,139,457**	**$2,139,457**	**$772,900**	**$2,636,936**	
PUBLIC SAFETY IMPACT FEES							
REVENUES							
PUBLIC SAFETY IMPACT FEES	$0	$62,826	$16,000	$16,000	$260,777	$470,054	Impact fees from Snr Village, Town Center, Lucida, and other developments
PUBLIC SAFETY BUDGET CARRYFORWARD	$0	$0	$420,955	$420,955	$30,981	$15,284	
TOTAL REVENUES	**$0**	**$62,826**	**$436,955**	**$436,955**	**$291,758**	**$485,338**	

TOWN OF MIAMI LAKES
FY 2017-18 ADOPTED BUDGET
IMPACT FEES FUNDS
Revenue and Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 ACTUALS	FY2016-17 ADOPTED BUDGET	FY2016-17 AMENDED BUDGET	FY2016-17 YEAR END PROJECTION	FY2017-18 ADOPTED BUDGET	BUDGET COMMENTS
EXPENDITURES							
POLICE IMPACT FEE EXP	$0	$7,080	$0	$90,000	$90,000	$200,000	Purchase and installation of license plate recognition software. FY17 Purchase of 2 Police vehicles, and purchase and installation of 3 radar speed signs
CONTINGENCY	$0	$0	$286,955	$196,955	$0	$254,473	Reserve for public safety improvement projects
TRANSFER TO CPF - FACILITIES	$0	$24,765	$150,000	$0	$0	$0	
TRANSFER TO SRF		$0	$0	$0	$36,475	$0	FY17 Transfer to zero out SRF
TRANSFER TO CPF - FACILITIES	$0	$0	$0	$150,000	$150,000	$30,865	Transfer for Town Hall Emergency Generator
TOTAL EXPENDITURES	**$0**	**$31,845**	**$436,955**	**$436,955**	**$276,475**	**$485,338**	
ROAD IMPACT FEES (IN LIEU OF)							
REVENUES							
CONTRIBUTION IN LIEU OF ROAD IMPACT FEES	$0	$0	$0	$0	$233,865	$408,069	Contribution from Town Center developments
BUDGET CARRYFORWARD	$0	$0	$0	$0	$0	$0	
TOTAL REVENUES	**$0**	**$0**	**$0**	**$0**	**$233,865**	**$408,069**	
EXPENDITURES							
CONTINGENCY	$0	$0	$0	$0	$0	$0	Reserve for road impact fee improvement projects
TRANSFER TO CPF - TRANSPORTATION IMPRV	$0	$0	$0	$0	$233,865	$408,069	Transfer for 67th Avenue Widening Project. FY17 Transfer for Adaptive Signalization (152,000) and 67th Ave ($81,865)
	$0	$0	$0	$0	$0	$0	
TOTAL EXPENDITURES	**$0**	**$0**	**$0**	**$0**	**$233,865**	**$408,069**	
TOTAL IMPACT FEE FUND REVENUES:	**$0**	**$70,125**	**$2,576,412**	**$2,576,412**	**$2,256,259**	**$3,530,343**	
TOTAL IMPACT FEE FUND EXPENDITURES:	**$0**	**$31,845**	**$2,576,412**	**$2,576,412**	**$1,283,240**	**$3,530,343**	

TOWN OF MIAMI LAKES
FY 2017-18 ADOPTED BUDGET
BUILDING DEPARTMENT FUND
Revenue and Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 ACTUALS	FY2016-17 ADOPTED BUDGET	FY2016-17 AMENDED BUDGET	FY2016-17 YEAR END PROJECTION	FY2017-18 ADOPTED BUDGET	BUDGET COMMENTS
BUILDING DEPARTMENT FUND							
REVENUE							
BUILDING PERMITS - TECHNOLOGY FEE	$0	$0	$120,000	$120,000	$258,569	$260,000	
BUILDING PERMITS - LOST PLANS	$0	$0	$10,000	$10,000	$6,043	$7,700	Based on prior year's trend
BUILDING PERMITS	$0	$0	$2,480,000	$2,480,000	$2,597,367	$2,564,000	Includes $1.56M from new development: Town Center, Lucida Apartment and Lennar Project.
BUILDING PERMITS - VIOLATION FEE	$0	$0	$45,000	$45,000	$65,769	$65,000	Based on prior year's trend
INTEREST INCOME	$0	$0	$0	$0	$0	$15,000	Interest income from Investment Portfolio
FUND BALANCE CARRYFORWARD	$0	$0	-$9,492	-$9,492	$0	$1,565,743	Prior year fund balance carryforward
MISCELLANEOUS INCOME	$0	$0	$0	$0	$40	$0	
TRANSFER FROM GENERAL FUND	$0	$0	$0	$0	$269,616	$0	
TOTAL REVENUES	**$0**	**$0**	**$2,645,508**	**$2,645,508**	**$3,197,404**	**$4,477,443**	
EXPENDITURE							
REGULAR SALARIES	$0	$0	$876,621	$886,121	$859,692	$1,044,789	Salaries for Building staff and Inspectors. Increase
OVERTIME	$0	$0	$0	$0	$1,000	$0	
EMPLOYEE BONUS/COLA	$0	$0	$9,500	$0	$0	$20,896	2% COLA effective March 2018
PAYROLL TAXES	$0	$0	$67,368	$67,368	$65,334	$53,707	Calculated based on 7.65% of salaries
FRS CONTRIBUTIONS	$0	$0	$65,922	$65,922	$65,442	$55,236	Rate increase from 7.52% to 7.92% thru Jul '18
HEALTH & LIFE INSURANCE	$0	$0	$100,608	$100,608	$100,010	$123,611	Includes medical, dental, vision and life
WIRELESS STIPEND	$0	$0	$1,920	$1,920	$1,920	$2,400	Wireless stipend for Building Official, Chief Building Inspector and Senior Building Inspector, Supervisor and Permit Clerk
PROFESSIONAL SERVICES	$0	$0	$0	$215,000	$215,000	$225,000	Contractual services under ICA required due to increase in permit inspections. Expense offset by increase in revenues.
BLDG ELECT RECORDS STORAGE	$0	$0	$3,000	$3,000	$3,000	$3,000	Digitization and printing of large plans
CONTRACTUAL SERVICES	$0	$0	$1,000	$1,000	$0	$0	Document destruction services
BUILDING CONTRACTUAL SERVICE	$0	$0	$7,500	$7,500	$6,113	$7,500	Landscaping Plans Reviewer (100 hrs @ $75/hr)
BUILDING TRAVEL & PER DIEM	$0	$0	$2,500	$2,500	$2,500	$2,500	Travel to user conference for permitting system
CAR ALLOWANCE	$0	$0	$18,000	$18,000	$18,000	$18,000	Includes car allowance for Building Official, Chief and Senior Building Inspectors
BUILDING COPIER LEASE	$0	$0	$2,220	$2,220	$1,887	$2,220	Building's copier rental and usage
CONTINGENCY	$0	$0	$1,257,008	$995,008	$0	$2,544,335	Reserve for additional expenses related to increase in permit activity
PRINTING & BINDING	$0	$0	$600	$600	$600	$600	Business cards
BUILDING ADMIN SUPPORT	$0	$0	$125,364	$125,364	$125,364	$175,047	Overhead charges for administrative support of Building activities

TOWN OF MIAMI LAKES
FY 2017-18 ADOPTED BUDGET
BUILDING DEPARTMENT FUND
Revenue and Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 ACTUALS	FY2016-17 ADOPTED BUDGET	FY2016-17 AMENDED BUDGET	FY2016-17 YEAR END PROJECTION	FY2017-18 ADOPTED BUDGET	BUDGET COMMENTS
BUILDING - CREDIT CARD FEES	$0	$0	$18,000	$65,000	$65,000	$46,975	Credit card transaction fees for Building Department - TRAKIT - web and counter
BUILDING OFFICE SUPPLIES	$0	$0	$2,500	$2,500	$2,500	$3,000	Office supplies
BUILDING UNIFORMS & BADGES	$0	$0	$4,000	$4,000	$4,000	$4,000	Includes 1 shirt for office staff and 5 shirts for field staff with name and Town logo, raincoats
BOOKS/PUBLIC/SUBSCRIP/MEM	$0	$0	$400	$400	$1,000	$1,000	South Florida Building Officials memberships (4
MACH & EQUIP	$0	$0	$2,500	$2,500	$7,500	$0	IPADS for new Building Inspectors (4 @ $625 each) due to increased building activity
TRANSFER TO FACILITIES MAINTENANCE FUND	$0	$0	$36,201	$36,201	$42,917	$40,852	Building Department's portion of Town Hall building expenses @ 13% of total cost
TRANSFER TO GENERAL FUND	$0	$0	$0	$0	$616	$0	Building Department's portion of Town Hall building expenses @ 13% of total cost
	$0	$0	$2,602,732	$2,602,732	$1,589,395	$4,374,667	
SOFTWARE MAINTENANCE	$0	$0	$34,036	$34,036	$34,036	$34,036	Includes annual license & support for ITRAKit permitting system ($33,336) and AutoCAD system ($700).
BUILDING - REMOTE ACCESS DEVIC	$0	$0	$8,740	$8,740	$8,230	$8,740	Cell phones and data plans for inspector field devices. Floater Ipad ($480) data plan used for credit card payments.
SOFTWARE			$0	$0	$0	$60,000	Upgrade of permitting software
		$0	$42,776	$42,776	$42,266	$102,776	
TOTAL BUILDING DEPARTMENT REVENUES	**$0**	**$0**	**$2,645,508**	**$2,645,508**	**$3,197,404**	**$4,477,443**	
TOTAL BUILDING DEPARTMENT EXPENSES	**$0**	**$0**	**$2,645,508**	**$2,645,508**	**$1,631,661**	**$4,477,443**	

Electric Utility Tax Revenue
and
Debt Service Fund

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 and the fees associated with the maintenance of the debt. All unused funds are transferred back to the General Fund for general operations.

The Total Electric Utility Tax revenue for FY 2017-18 is budgeted at $3,200,000, an increase of $200,000 or 6% over the current fiscal year, following the state Public Service Commission's approval of a negotiated rate-hike settlement. The first increase was effective January 2017 and another increase is due in January 2018 and June 2019, before declining slightly in January 2020. A transfer to the Debt Service Fund in the amount of $371,321 is budgeted, and $2,826,679 transfer to the General Fund. The annual dissemination service fee is estimated at $2,000.

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 for FY 2017-18 includes the Series 2010 Special Obligation Bond for construction of Government Center.

The Series 2010 Bond Holder interest payment for FY 2017-18 is $548,499 and the Federal Direct Payment (interest reimbursement) is estimated at $178,728. The difference between these two amounts ($369,771) represents the Town's portion of the debt service which is paid using the Electric Utility Tax revenues. Principal payment will begin in FY 2019.

TOWN OF MIAMI LAKES
FY 2017-18 ADOPTED BUDGET
ELECTRIC UTILITY TAX REVENUE
Revenue and Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 ACTUALS	FY2016-17 ADOPTED BUDGET	FY2016-17 AMENDED BUDGET	FY2016-17 YEAR END PROJECTION	FY2017-18 ADOPTED BUDGET	BUDGET COMMENTS
ELECTRIC UTILITY TAX REVENUE							
REVENUES							
ELECTRIC UTILITY SERVICE TAX	$2,805,937	$2,833,279	$2,850,000	$2,850,000	$3,000,000	$3,200,000	Utility tax levied on customer's electric bill
ELECTRIC UTILITY SERVICE TAX TO GF	-$2,432,555	-$2,492,707	-$2,480,000	-$2,480,000	-$2,625,129	-$2,826,679	Net of debt service to General Fund
ELEC UTIL BUDGET CARRYFORWARD	$0	$0	$61,692	$61,692	$0	$0	
TRANS GF ELEC UTIL	$0	$1,500	$0	$0	$0	$0	
TRANS FR DEBT SERVICE 2010	$0	$1,550	$0	$0	$0	$0	
TOTAL REVENUES	**$373,382**	**$343,622**	**$431,692**	**$431,692**	**$374,871**	**$373,321**	
EXPENDITURES							
CONTINGENCY	$0	$0	$58,563	$58,563	$0	$0	
FINANCIAL INSTITUTION FEES	$0	$1,350	$1,350	$1,350	$0	$0	
ANNUAL DISSEMINATION AGENT FEE	$2,000	$1,500	$2,000	$2,000	$2,000	$2,000	
8038 CP FILING FEE	$0	$200	$200	$200	$0	$0	
TRANSFER OUT	$1,550	$1,550	$0	$0	$0	$0	
TRANSFER TO DEBT SERV FUND	$369,450	$369,726	$369,579	$369,579	$372,871	$371,321	Transfer to pay debt service on Bond, Series 2010
TOTAL EXPENDITURES	**$373,000**	**$374,326**	**$431,692**	**$431,692**	**$374,871**	**$373,321**	

TOWN OF MIAMI LAKES
FY 2017-18 ADOPTED BUDGET
DEBT SERVICE FUND
Revenue and Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 ACTUALS	FY2016-17 ADOPTED BUDGET	FY2016-17 AMENDED BUDGET	FY2016-17 YEAR END PROJECTION	FY2017-18 ADOPTED BUDGET	BUDGET COMMENTS
DEBT SERVICE FUND							
REVENUES							
INTEREST INCOME	$5,721	-$656	$0	$0	$0	$0	
TRANSF FR SRF PTP	$47,046	$129,338	$0	$0	$0	$0	
TRANSFER IN FROM ELEC UTIL FD	$371,000	$371,276	$369,579	$369,579	$372,871	$371,321	
TRANSFER IN FROM GENERAL FUND	$0	$1,549,340	$0	$0	$0	$0	
FEDERAL DIRECT PAYMENT	$177,960	$178,920	$178,920	$178,920	$178,728	$178,728	
TOTAL REVENUES	**$710,018**	**$2,228,218**	**$548,499**	**$548,499**	**$551,599**	**$550,049**	
EXPENDITURES							
FINANCIAL INSTITUTION FEES		$0	$0	$0	$2,700	$1,350	
8038 CP PREPARATION FEES		$0	$0	$0	$400	$200	
SERIES 2013 PRINCIPAL	$105,000	$1,650,000	$0	$0	$0	$0	
SERIES 2013 INTEREST	$51,748	$53,126	$0	$0	$0	$0	
SERIES 2010 INTEREST	$548,499	$548,499	$548,499	$548,499	$548,499	$548,499	
TRANSFER OUT - ELECTRIC UTILITY REVENUE FU	$0	$1,550	$0	$0	$0	$0	
TOTAL EXPENDITURES	**$720,408**	**$2,253,175**	**$548,499**	**$548,499**	**$551,599**	**$550,049**	

Capital Projects Fund
and
Five-Year Capital Improvement Plan

Capital Projects Fund Detail

The Capital Improvement Program aligns with the Town's 2015-2025 Strategic Plan where mobility remains the Town's #1 strategic goal. The FY 2017-18 Capital Projects Fund Budget includes many of these initiatives with investment in transportation projects representing 54% of the Capital Improvement Program, followed by 26% investment in stormwater improvements, 18% in parks and beautification and 2% for Town Hall equipment.

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 projects. The Budget for FY 2017-18 totals $7,931,640; projects are grouped according to the four categories as summarized below:

Facilities and Equipment

- **Emergency Generator**

Funding is allocated for an emergency portable generator at Government Center, the Town's Emergency Operations Center. The generator is needed in the event of a hurricane and is expected to be purchased and installed prior to the 2018 hurricane season ($175,000).

Parks Development

- **Mary Collins Community Center Improvements**

The Mary Collins Community Center was built in 1990 and in need of extensive repairs. The exterior bathrooms and pavilions were renovated in 2014 and the roof and air condition unit replaced in 2017 which will help to lower the energy usage at the facility. Funds are allocated in FY 2018 to replace the existing windows and doors with impact resistant materials which will help lower the wind policy for the building ($75,000).

- **Optimist Park Storage Facility**

Total Project Cost and FY 2017-18 Budget is $80,000.

Funding will replace the roof and the AC unit, renovate the bathrooms, replace doors, ice machine, and water fountain, and interior and exterior painting.

- **Art in Public Places**

Total Estimated Cost and FY 2017-18 Budget is $30,000.

Funds are allocated for the commission of artwork at the newly constructed Optimist Clubhouse in agreement with Miami-Dade County Art in Public Places program.

- **Miami Lakes Optimist Master Plan**

Total Estimated Project Cost is $4.0 million; FY 2017-18 Budget is $1,000,000

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 new sports field lighting ($1.5 million), rebuilding the tennis and basketball courts ($500,000), a new concession stand and bathroom facility ($400,000), field and fencing reconfiguration ($300,000), a walking trail throughout the park ($300,000), additional parking spaces ($200,000), optional airnasium ($500,000) and a contingency for construction ($300,000). The FY 2018 Budget appropriation is for field design, construction documents, and commence construction to implement the Plan.

- **Mini Parks Furniture**

Total Estimated Project Cost is $180,000; FY 2017-18 Budget is $65,000.

Consistent with the Beautification Master Plan, funding will provide uniform furniture including benches and receptacles throughout the pocket parks over the next three years. FY 2018 allocation represents year 2 of 3 funding.

- **Par 3 Park**

Total Estimated Project Cost is $4.7 million, FY 2017-18 Budget is $150,000.

Funded from developer contribution, the budget allocation is for design work.

Transportation & Stormwater Improvements

The Transportation Improvement Program is based on the results of the Roadway Assessment Report that was completed in 2011, as well as the 2015 Transportation Summit recommendations; 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. For FY 2017-18, these projects are funded from State grants, Infrastructure Gas Tax funds, Transportation Sales Tax, Stormwater Utility, Mobility fees and contribution from developer in lieu of Road Impact 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 FY 2017-18 Budget include:

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

Total Estimated Project Cost is $2.2 million; FY 2017-18 Budget is $1,698,400.
The project is split between Stormwater and Transportation Improvement funds, and divided into three phases with Phase I to be completed in FY 2017 and Phases II and III to commence in FY 2018. The project is located between Miami Lakeway South, Palmetto Expressway, and NW 67th Avenue. It includes Big Cypress Drive, Twin Sable Drive, Bamboo Street, Bamboo Court, Cypress Court, Alamanda Avenue, Silver Oaks Drive, Sea Grape Terrace and White Oak Drive in the southeast residential area of the Town. The Town was awarded two grants in FY 2017: $300,000 from Florida Department of Environmental Protection (FDEP) and $125,000 from South Florida Water Management District (SFWMD) to partially cover the cost of the drainage improvements.

- **Canal Bank Stabilization**

Total Estimated Project Cost is $3.0 million; FY 2017-18 Budget is $868,000.
The Town received 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 which completed the geotechnical and survey of the entire 10,000

linear feet of the canal bank, and constructed 2,840 linear feet of the most unstable portions of the bank, on the residential side of Golden Glades and Peter's Pike canal along the northern boundary of the Town in FY2017.

Through the FY2018 Legislative Appropriation via FDEP, another $1 million grant was awarded to the Town for Phase II of the Canal Stabilization Project. The boundaries are along the residential, southern bank of NW 170th Street, from the eastern property line of 7831 NW 169th Terrace, continuing west bound to 3,200 linear feet to approximately NW 89rd place. The project will improve canal appearance and performance, reduce sediment accumulation, increase flood protection, prevent erosion and protect private property and minimize the potential safety hazards created by steep canal banks. Phase II is expected to be completed in 2018.

- **59th Avenue Extension, Public Works Storage Yard and Boat Yard**

Total Estimated Project Cost is $5.8 million; FY 2017-18 Budget is $775,000.
The project includes the purchase of a 5.86-acre parcel from Miami-Dade Aviation Department to design and construct a bridge and roadway improvement, extending from NW 59th Avenue over the C-8 Canal south to NW 154th Street, thereby providing public access that will facilitate increased economic opportunities, commerce and local jobs. The project will also include a storage yard for Public Works materials and equipment, and a boat storage facility for the nautical public to be operated by the private sector through a revenue sharing agreement with the Town.

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 the above-mentioned intended uses.

- **Safe Routes to School**

Total Estimated Project Cost is $780,000; FY 2017-18 Budget is 580,000.
The Town was initially awarded a grant from FDOT through the Local Agency Program in 2014 in the amount of $200,000 with a Town match of $121,000 for a greenway trail along the east side of Miami Lakeway North/South between Miami Lakes K-8 and Miami Lakes Middle Schools. In FY17 FDOT awarded an additional $18,073 towards the design and a bat survey which was completed. The design includes a meandering trail for bicyclists and pedestrians with high emphasis crosswalks and bollards to provide additional caution and limit access to motorized vehicles, as well as landscaping.

Bidding and construction of the project is budgeted in FY2018 pending additional grant funding of $389,300 from FDOT.

- **NW 67th Avenue Widening Project**

Total Estimated Project Cost is $516,765; FY 2017-18 Budget is $408,069.
As part of the Transportation Improvement Initiative outlined in the Town's Strategic Plan, widening the roadway at NW 67th Avenue and SR 826/Palmetto by incorporating an additional thru lane for northbound traffic flow will reduce traffic congestion and improve vehicular movement. This project is funded by a contribution in lieu of road impact fees ($489,935) from Town Center Developer and covers the cost of design and construction. Construction administration is funded by the Town at approximately $26,830.

- **Greenway and Trails Striping**

Estimated Project Cost and FY 2017-18 Budget is $50,000.
On-road striping of bike path along NW 89th Avenue between 154 Street and Barbara Goleman Senior High School.

- **Business Park East and Main Street East**

Total Estimated project cost is $1,400,000; FY 2017-18 Budget is $1,300,000.
The Town received a grant award for $1,000,000 from FDOT through the Transportation Alternative Program (TAP) and requires a Town match of $400,000 for bicycle and pedestrian improvements. The grant is to fund the construction of bicycle lanes, sidewalks, crosswalks and ADA compliant intersections with curb ramps at Business Park East and Main Street East.

Business Park East covers the area along NW 60th Avenue from NW 139th Street to Miami Lakes Drive. Main Street East covers the area at NW 151st and 153rd Street from Miami Lakeway North to Miami Lakes Drive.

FY18 funding is to complete design plans, survey, engineering and permitting and commence construction of the project.

- **Miami Lakeway South Roadway Resurfacing**

Estimated Project Cost and FY 2017-18 Budget is $193,252.
Funds are budgeted for pavement repairs on a section of the roadway on Miami Lakeway South between NW 67th Avenue and Lake Candlewood Court to include milling and resurfacing the full width pavement, as well as installation of pavement markings and reflective markers.

- **Underpass Bridge at 146th Street and Palmetto**

Total Estimated Project Cost is $3.9 million; FY 2017-18 Budget is $165,000.
Funding is for the design of a new underpass below the Palmetto Expressway at NW 146th Street. The Town will supplement FDOT's design consultant cost to accommodate the Town's request for the new underpass.

- **Underpass Bridge at 160th Street and Palmetto**

Total Estimated Project Cost is $3.8 million; FY 2017-18 Budget is $165,000.
Funding is for the design of a new underpass below the Palmetto Expressway at 159th Street. The Town will supplement FDOT's design consultant cost to accommodate the Town's request for the new underpass.

TOWN OF MIAMI LAKES
FY 2017-18 ADOPTED BUDGET
CAPITAL PROJECTS FUND
Revenue and Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 ACTUALS	FY2016-17 ADOPTED BUDGET	FY2016-17 AMENDED BUDGET	FY2016-17 YEAR END PROJECTION	FY2017-18 ADOPTED BUDGET	BUDGET COMMENTS
CAPITAL PROJECTS FUND							
FACILITIES AND EQUIPMENT IMPROVEMENT							
REVENUES							
TRANSFER FROM IMPACT FEE FUND - POLICE	$0	$24,765	$150,000	$150,000	$150,000	$30,865	Transfer for Town Hall Emergency Generator
CAP PROJBUDGET CARRYFORWARD	$0	$0	$136,181	$123,581	$123,581	$144,135	Prior year carryforward fund balance
TOTAL REVENUES	**$9,875**	**$24,765**	**$286,181**	**$273,581**	**$273,581**	**$175,000**	
EXPENDITURES							
MACHINERY & EQUIPMENT	$21,392	$59,700	$174,765	$162,165	$18,030	$175,000	Purchase of Town Hall Emergency Generator and construction of enclosure.
TRANSFER TO GENERAL FUND	$0	$0	$111,416	$111,416	$111,416	$0	FY17 Transfer/Reversal of funds from General Fund for generator and enclosure.
TOTAL EXPENDITURES	**$41,065**	**$59,700**	**$286,181**	**$273,581**	**$129,446**	**$175,000**	
PARKS IMPROVEMENTS							
REVENUES							
FDOT - 2017 HIGHWAY BEAUTIFICATION GRANT	$0	$0	$0	$100,000	$100,000	$0	FY17 for FDOT - Highway Beautification Council Grant awarded
CONTRIBUTION FROM DEVELOPER	$0	$200,000	$0	$0	$0	$0	FY16 Developer contribution for Passive Park
SETTLEMENTS/INSURANCE CLAIMS	$0	$0	$0	$0	$21,749		FY17 claim for MLOP ballfield lights
CAP PARKS BUDGET CARRYFORWARD	$0	$0	$308,588	$662,513	$662,513	$405,000	Prior year carryforward fund balance
GF TRANS PARKS OTHER	$595,000	$0	$100,000	$484,172	$484,172	$0	No FY18 budget. FY17 include transfer for Westlake Neighborhood Reforestation (Year 1 of 5), Highway Beautification for FDOT Grant match ($100,000), Mini Parks Improvements ($117,300), Royal Oaks Parks water fountains and soccer goals ($45,000), NW 154th Street and Palmetto Beautification ($100,000) and safety surface at ROP (21,872)
TRANS FR PARKS IMPACT FEE FD - OPEN		$0	$0	$50,000	$88,000	$30,000	ROP passive park redevelopment. FY17 transfer for dog park construction

TOWN OF MIAMI LAKES
FY 2017-18 ADOPTED BUDGET
CAPITAL PROJECTS FUND
Revenue and Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 ACTUALS	FY2016-17 ADOPTED BUDGET	FY2016-17 AMENDED BUDGET	FY2016-17 YEAR END PROJECTION	FY2017-18 ADOPTED BUDGET	BUDGET COMMENTS
TRANS FR PARKS IMPACT FEE FD - IMPROV	$0	$0	$370,000	$684,900	$684,900	$995,000	Design and Phase 1 construction of MLOP Master Plan design ($900,000), Phase 2 of 3 funding for pocket park furniture ($65,000), and MLOP Art In Public Places ($30,000). 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), MCCC Improvements ($155,000), Parks IT Enhancement $65,000), add'l funding for Optimist Building ($65,000), Dog Park ($50,000), Art in Public Places ($14,400) and other $15,500)
TRANSF IN-SPEC REVENUE	$121,500	$0	$0	$0	$0	$0	-
TOTAL REVENUES:	**$822,000**	**$200,000**	**$778,588**	**$1,981,585**	**$2,041,334**	**$1,430,000**	
EXPENDITURES							
DOG PARK	$2,017	$76,073	$0	$159,927	$160,000	$0	FY17 completion of dog park for a total project cost of $253,500 (design $15,500, contruction $238,000)
CIP RESERVE FOR PARKS	$0	$0	$128,588	$125,702	$0	$0	Reserve for future parks improvement projects
IT INFRASTRUCTURE	$0	$13,934	$0	$51,067	$56,000	$0	FY17 IT Enhancement at all Parks facilities
WEST LAKE NEIGHBORHOOD REFORESTATION P	$0	$0	$100,000	$100,000	$100,000	$0	FY17 Remove and replace 1/5 of tree canopy in West Lake neighborhood each year for 5 years
TOTAL ADMINISTRATIVE PROJECTS:	**$12,728**	**$95,006**	**$228,588**	**$436,696**	**$316,000**	**$0**	
FDOT HIGHWAY BEAUTIFICATION	$0	$0	$0	$200,000	$200,000	$0	FY17 FDOT Grant and Match for gateway at NW 154th Street and Palmetto - Southside
BMP - 154TH STREET AND PALMETTO	$0	$0	$0	$100,000	$100,000	$0	FY17 BMP - Tree and landscape installation and irrigation enhancement at 154th Street between Palmetto expressway and NW 67th Avenue
TOTAL GREENWAY AND TRAILS:	**$75,277**	**$0**	**$0**	**$300,000**	**$300,000**	**$0**	
ROP COMM CTR PLAYGROUND	$0	$0	$0	$21,872	$21,873	$0	FY17 Safety surface replacement
ROP BALLFIELDS IMPROVEMENTS	$0	$0	$0	$45,000	$45,000	$0	FY17 Water fountain ($20,000) and soccer goal and windscreen replacement ($25,000)
TOTAL ROYAL OAKS PARK PROJECTS:	**$62,053**	**$0**	**$0**	**$66,872**	**$66,873**	**$0**	

TOWN OF MIAMI LAKES
FY 2017-18 ADOPTED BUDGET
CAPITAL PROJECTS FUND
Revenue and Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 ACTUALS	FY2016-17 ADOPTED BUDGET	FY2016-17 AMENDED BUDGET	FY2016-17 YEAR END PROJECTION	FY2017-18 ADOPTED BUDGET	BUDGET COMMENTS
PLAY PLAYGROUND RENOVATION	$0	$138,302	$0	$0	$0	$0	
MINI PARKS COMM CENT EAST	$818,575	$393,683	$0	$20,315	$20,315	$0	FY 17 Carryover project balance ($5,715) and Art in Public Places program ($14,400)
TOTAL PARK -EAST (YOUTH CENTER):	**$818,575**	**$531,985**	**$0**	**$20,315**	**$20,315**	**$0**	
MINI PARKS COMM CENT WEST	$89,443	$0	$155,000	$155,000	$80,000	$75,000	Mary Collins Community Center Improvements - impact resistant windows and doors ($75,000). FY17 includes roof replacement ($50,000) and air condition ($30,000)
TOTAL PARK - WEST (MARY COLLINS):	**$89,443**	**$0**	**$155,000**	**$155,000**	**$80,000**	**$75,000**	
MLOP CLUBHOUSE/FURNITURE & FIXTURES	$775,003	$653,705	$0	$648,402	$650,235	$0	FY17 Completion of Clubhouse . 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.
MACHINERY AND EQUIPMENT		$0	$0	$0	$24,250	$0	FY17 Light rack replacement at MLOP. Offset by insurance claims $21,749
MLOP MARINA	$0	$0	$140,000	$20,000	$9,171	$0	Replace roof, extend and upgrade marina for ADA compliance
MLOP STORAGE FACILITY	$0	$0	$80,000	$42,000	$0	$80,000	Replace roof and A/C unit
MLOP WORKS OF ART/COLLECTIONS		$0	$0	$0	$1,500	$30,000	Art in Public Places
MLOP MASTER PLAN	$0	$0	$100,000	$100,000	$0	$1,000,000	Additional funding to complete design for MLOP Master Plan
TOTAL MIAMI LAKES OPTIMIST PARK	**$773,853**	**$653,705**	**$320,000**	**$810,402**	**$685,156**	**$1,110,000**	
MINI PARKS IMPROVEMENTS	$0	$0	$50,000	$167,300	$167,300	$65,000	New furniture including benches, waste bins at pocket parks for (Year 2 of 3). FY17 include pocket park furniture Year 1 of 3, new playground, safety surface, drainage and irrigation, swale curbing, sod restoration, and rule signs.
TOTAL MINI PARKS	**$0**	**$0**	**$50,000**	**$167,300**	**$167,300**	**$65,000**	

TOWN OF MIAMI LAKES
FY 2017-18 ADOPTED BUDGET
CAPITAL PROJECTS FUND
Revenue and Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 ACTUALS	FY2016-17 ADOPTED BUDGET	FY2016-17 AMENDED BUDGET	FY2016-17 YEAR END PROJECTION	FY2017-18 ADOPTED BUDGET	BUDGET COMMENTS
BRIDGE PARK	$0	$28,620	$25,000	$25,000	$690	$0	Develop interlocal agreement between Miami Lakes and City of Hialeah
PAR 3 PARK	$0	$12,500	$0	$0	$0	$150,000	Funds for design work
PASSIVE PARK DEVELOPMENT	$0	$0	$0	$0	$0	$30,000	Redevelopment of SW vacant parcel of ROP for passive community use
TOTAL PASSIVE PARK DEVELOPMENT	**$0**	**$41,120**	**$25,000**	**$25,000**	**$690**	**$180,000**	
TOTAL PARKS IMPROVEMENTS EXPENDITURES	**$1,831,928**	**$1,321,816**	**$778,588**	**$1,981,585**	**$1,636,334**	**$1,430,000**	
TRANSPORTATION IMPROVEMENTS							
REVENUES							
SECOND LOC OPT GAS TAXE 3 cent	$155,672	$155,020	$164,080	$164,080	$160,772	$144,833	1 to 5 cent tax per Florida Statute 336.025
MPO GRANT	$0		$40,000	$40,000	$40,000	$0	Complete Streets Grant Award from MPO with $10,000 Town match.
TAP GRANT	$0	$0	$0	$0	$0	$1,000,000	FY18 Tap Grant Award for Complete Streets Business Park East project to include townwide bicycle and pedestrian improvements
SAFE ROUTES TO SCHOOL	$0	$20,000	$0	$111,981	$198,073	$389,300	Additional grant funding for construction. FY17 includes balance of initial grant ($180,000) and additional grant funding for design ($18,073).
STATE GRANT	$61,437		$0	$100,000	$100,000	$0	FY16 FDOT Grant for 154 Street and Palmetto beautification.
INTEREST INCOME	$27,034	$27,725	$0	$0	$25,000	$25,000	Interest income from Investment Portfolio
INSURANCE CLAIMS	$0	$29,337	$0	$0	$0	$0	-
TRANSF F/SRF PTP	$178,500	$130,000	$26,276	$26,276	$26,276	$825,000	Transfer from PTP 80% for bike striping along 89th Ave & Commerce Way ($50,000) and 59th Ave extension ($775,000)
TRANSFER FROM ROAD IMPACT FEE FUND		$0	$0	$0	$233,865	$408,069	Funding for design and construction of 67th Avenue Widening Project and Adaptive Signalization
TRANSF FROM MOBILITY FEE FUND	$0	$0	$700,000	$700,000	$468,000	$300,000	Transfer from Mobility Fee for design services at Business Park East ($150,000) and Main Street East ($150,000). FY 17 include funds for Adaptive Signalization Program (58,000) and design of Underpass Bridges at 146th Street ($170,000) and at 160th Street ($170,000)
CAPTRANSP BUDGET CARRYFORWARD	$0	$0	$944,888	$1,286,342	$1,218,324	$1,160,079	Prior year carryforward fund balance
TOTAL REVENUES	**$444,378**	**$362,082**	**$1,875,244**	**$2,428,679**	**$2,470,310**	**$4,252,281**	

TOWN OF MIAMI LAKES
FY 2017-18 ADOPTED BUDGET
CAPITAL PROJECTS FUND
Revenue and Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 ACTUALS	FY2016-17 ADOPTED BUDGET	FY2016-17 AMENDED BUDGET	FY2016-17 YEAR END PROJECTION	FY2017-18 ADOPTED BUDGET	BUDGET COMMENTS
EXPENDITURES							
TRAFFIC CALMING	$36,503	$1,914	$0	$0	$9,000	$25,000	Speed humps
CIP RESERVE FOR TRANSPORT	$0	$0		$18,910	$0	$0	Contingency for Transportation project needs.
BUS SHELTER ACQUISITION	$141,120	$20,691	$0	$0	$11,880	$0	FY17 include removing and replacing bus shelter
59TH AVENUE EXTENSION, PUBLIC WORKS STORAGE YARD AND BOAT YARD	$0	$7,800	$191,334	$191,334	$17,950	$775,000	Secure approval from FAA and South Florida Water Management District to extend 59th Avenue south to Miami Lakes Drive to include construction of PW Yard and Boat Storage facility. Total project cost $5.8M
TRANSP LAKE MARTHA IMPROV	$344,089	$1,189,841	$0	$0	$6,111	$0	-
TRANSP LAKE SARAH IMPROV	$5,486	$20,893	$170,660	$170,660	$10,000	$590,960	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 (65%/35%)
SAFE ROUTES TO SCHOOL ALONG MLS	$15,373	$88,019	$0	$233,481	$97,854	$580,000	Construction of Safe Routes to School project. Design completed in FY17
HUTCHINSON ROADWAY & DRAINAGE IMPR	$0	$0	$74,750	$74,750	$61,783	$0	FY17 completion of project
64th AVENUE MILLING AND RESURFACING				$35,000	$35,000	$0	FY17 include milling, resurfacing and pavement markings on NW 64th Avenue between Miami Lakeway North and 162nd Street
BEAUTIFICATION- Entrance Feature	$61,437	$117,946	$0	$48,592	$360	$0	NW 87 Avenue and 138 Street streetscape and landscape. FY17 include completion project under the Beautification Master Plan - gateway improvements at NW 154 & Palmetto, underpass improvements at Miami Lakes Dr & Palmetto, and roadway improvements at 77th Court to Miami Lakeway N&S.
BEAUTIFICATION FDOT	$0	$17,403	$0	$147,597	$138,914	$0	Completion of Beautification Project at Palmetto and 154th Street. Grant funding of $100,00 from FDOT with Town match of $100,000
WINDMILL GATE ROAD IMPROVEMENTS	$0	$4,585	$350,000	$395,415	$395,415	$0	Intersection improvement at Windmill Gate and Palmetto. FY17 include intersection improvement at Windmill Gate and Palmetto funding for construction.
PALMETTO & NW 67TH AVENUE WIDENING	$0	$14,000	$0	$164,000	$81,865	$408,069	67th Avenue Widening Project to include design, permitting and construction administration to add an additional through lane at NW 67th Avenue and Palmetto
GREENWAY AND TRAILS STRIPING	$0	$9,857	$0	$5,143	$5,143	$50,000	On-road striping of of bike path along 89th Ave between 154 Street and the school.

TOWN OF MIAMI LAKES
FY 2017-18 ADOPTED BUDGET
CAPITAL PROJECTS FUND
Revenue and Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 ACTUALS	FY2016-17 ADOPTED BUDGET	FY2016-17 AMENDED BUDGET	FY2016-17 YEAR END PROJECTION	FY2017-18 ADOPTED BUDGET	BUDGET COMMENTS
PEDESTRIAN CROSSWALKS	$0	$109,641	$0	$20,358	$0	$0	FY17 includes completion of pedestrian crosswalks at Main Street & Bull Run, 154 Street & Palmetto, and 67th Ave and 138 Street
164TH STREET & NW 87TH AVENUE	$0	$17,061	$18,500	$1,439	$0	$0	-
MIAMI LAKES GREEN (NW 77TH CT GREENWAY SOUTH)	$0	$0	$140,000	$72,000	$0		Project postponed until FY2019 per FDOT's recommendation. TAP grant ($600K) awarded in FY18 for construction between dog park and 154th Street.
154TH STREET & 77TH COURT	$0	$0	$130,000	$0	$0	$0	Traffic Analysis was conducted for FDOT's review to design and construct a northbound right turn lane. FDOT will complete as a push-button project
COMPLETE STREETS IMPLEMENTATION PLAN	$0	$0	$50,000	$50,000	$48,956	$0	FY17 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
COMPLETE STREET IMPLEMENTATION : BUSINESS PARK EAST (NW 60TH AVE)	$0	$0	$50,000	$100,000	$100,000	$650,000	FY17 include planning, assessment, survey and approx 30% of design of project at Business Park East and Main Street East. FY18 funding completes the design and commence construction of the project which includes bicycle lanes, sidewalk and crosswalk improvements along NW 60th Avenue from NW 139th Street to Miami Lakes Drive.
COMPLETE STREET IMPLEMENTATION: MAIN STREET EAST (NW 151 AND 153 STREETS)	$0	$0	$0	$0	$0	$650,000	Construction of project at Main Street East to include bicycle lanes, sidewalk and crosswalk improvements at NW 151st and 153 Street from Miami Lakeway N. to Miami Lakes Drive.
MIAMI LAKEWAY SOUTH RESURFACE	$0	$0	$0	$0	$0	$193,252	Mill & Resurface Miami Lakeway South between NW 67 Ave and Lake Candlewood Court.
146TH STREET UNDERPASS BRIDGE	$0	$0	$170,000	$170,000	$5,000	$165,000	Develop agreement with FDOT for design of Underpass bridge at 146th Street and Palmetto
160TH STREET UNDERPASS BRIDGE	$0	$0	$170,000	$170,000	$5,000	$165,000	Develop agreement with FDOT for design of Underpass bridge at 160th Street and Palmetto
ADAPTIVE SIGNALIZATION PROGRAM	$0	$0	$360,000	$290,000	$210,000	$0	FY17 Implementation of adaptive hardware and software at 5 main intersections of the Town along 154th Street between 82nd Avenue and Palmetto
82ND AVENUE & OAK LANE RECONFIGURATION				$70,000	$70,000	$0	FY17 include design, permitting and construction for reconfiguration of 82nd Avenue and Oak Lane
TOTAL EXPENDITURES:	**$604,009**	**$1,619,651**	**$1,875,244**	**$2,428,679**	**$1,310,231**	**$4,252,281**	

TOWN OF MIAMI LAKES
FY 2017-18 ADOPTED BUDGET
CAPITAL PROJECTS FUND
Revenue and Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 ACTUALS	FY2016-17 ADOPTED BUDGET	FY2016-17 AMENDED BUDGET	FY2016-17 YEAR END PROJECTION	FY2017-18 ADOPTED BUDGET	BUDGET COMMENTS
STORMWATER IMPROVEMENTS							
REVENUES							
STORMWATER GRANTS	$0	$300,000	$300,000	$425,000	$425,000	$0	FY17 FDEP Grant for Lake Sarah/Hilda.
STORMWATER GRANTS	$120,601	$156,467	$678,500	$724,072	$756,709	$1,000,000	Canal Bank Stabilization grant
CAPITAL SW BUDGET CARRYFORWD	$0	$0	$422,023	$646,492	$612,717	$924,360	Prior year fund balance carryforward
TRANSF IN-PEOPLES TRANSPORTATION PRGM	$0	$300,000	$0	$0	$0	$0	Transfer from PTP towards drainage portion of
TRANSF IN-STORMWATER	$500,000	$0	$468,967	$468,967	$468,967	$150,000	Transfer from Stormwater Utility Fund towards the
TOTAL REVENUES:	**$620,601**	**$756,467**	**$1,869,490**	**$2,264,531**	**$2,263,393**	**$2,074,360**	
EXPENDITURES							
WEST LAKE A	$399,371	$292,173	$0	$0	$0	$0	West Lakes A-Phase I completed in FY14 at a total cost of $903,000; Phase 2 completed in FY16 at $689,000
WEST LAKES B, C, D and E	$2,636	$3,732	$0	$0	$0	$0	Total cost of project estimated at $1.28M. Design completed in FY14. FY16 includes CIP management services. Bidding and construction to commence in FY18.
ROYAL OAKS DRAINAGE & ROADWAY IMPROVS	$0	$288	$0	$0	$0	$0	FY16 includes capital improvement management
CANAL BANK STABILIZATION - PHASE 1	$120,601	$154,428	$678,500	$769,072	$769,692	$0	Phase 1 along 170 Street and 77 Court was completed in FY17.
CANAL BANK STABILIZATION - PHASE 2		$0	$0	$132,000	$132,000	$868,000	Phase 2 Stabilization of canal banks through 87th Avenue.
LAKE MARTHA DRAINAGE IMPROVEMENT	$229,392	$813,226	$0	$0	$4,074	$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.
LAKE SARAH IMPROVEMENT	$0	$4,195	$1,150,740	$1,275,740	$400,000	$1,107,440	Total project cost is estimated at $2 million. FDEP grant awarded for $300,000. Design completed in FY14; bidding and construction of Phases 1 and 2 to commence in FY17 for a total of $1,321,400 (construction $1.19M, construction admin $71,400; permitting and other fees $60,000). Cost split between Transportation and Stormwater
HUTCHINSON ROADWAY & DRAINAGE IMPR	$0	$0	$40,250	$40,250	$33,268	$0	Hutchinson Roadway & Drainage Improvement - 35% allocation for a total project cost of $115,000
OPERATING CONTINGENCY- STORM	$0	$0	$0	$47,469	$0	$98,920	Contingency for Stormwater capital project needs.
TOTAL EXPENDITURES:	**$752,000**	**$1,268,042**	**$1,869,490**	**$2,264,531**	**$1,339,033**	**$2,074,360**	
TOTAL CAPITAL FUND PROJECTS REVENUES	**$1,896,853**	**$1,343,314**	**$4,809,503**	**$6,948,376**	**$7,048,618**	**$7,931,640**	
OTAL CAPITAL FUND PROJECTS EXPENDITURES	**$3,229,003**	**$4,269,209**	**$4,809,503**	**$6,948,376**	**$4,415,045**	**$7,931,640**	

Five-Year Capital Improvement Plan
FY 2018 – FY 2022

TOWN OF MIAMI LAKES
FY 2017-18 !5ht¢ED BUDGET
FIVE-YEAR CAPITAL IMPROVEMENT PLAN
Revenue and Expenditure by Line Item

ACCOUNT NAME/DESCRIPTION	FY2017-18	FY2018-19	FY2019-20	FY2020-21	FY2021-22	COMMENTS
FACILITIES AND EQUIPMENT IMPROVEMENT						
REVENUES						
TRANSFER FROM GENERAL FUND	$0	$150,000	$150,000	$150,000	$150,000	Transfer from General Fund for long term maintenance requirements on all Town facilities
TRANSFER FROM POLICE IMPACT FEES FUND	$30,865	$0	$0	$0	$0	Transfer from Police Impact Fees Fund for public safety capital improvement as identified
CAP PROJ BUDGET CARRYFORWARD	$144,135	$0	$0	$0	$0	Prior year carryforward sub-fund balance
TOTAL REVENUES	**$175,000**	**$150,000**	**$150,000**	**$150,000**	**$150,000**	
EXPENDITURES						
MACHINERY & EQUIPMENT	$175,000	$150,000	$150,000	$150,000	$150,000	FY18 Purchase of generator and construction of an enclosure at Town Hall, the Town's command center for the Police Department in the event of a hurricane. Outgoing years reflect cost of maintenance requirements for all Town facilities.
TOTAL EXPENDITURES	**$175,000**	**$150,000**	**$150,000**	**$150,000**	**$150,000**	
PARKS IMPROVEMENT						
REVENUES						
CAP PARKS BUDGET CARRYFORWARD	$405,000	$0	$0	$0	$0	Prior year carryforward sub-fund balance
LOAN	$0	$0	$0	$0	$5,000,000	Issuance of Loan Madden's Hammock Park
CELL PHONE TOWER REVENUES	$0	$300,000	$0	$0	$0	MLOP Master Plan
SHORT TERM LOAN PROGRAM	$0	$1,000,000	$0	$0	$0	MLOP Master Plan ($500,000) and Air Nation Gymnasium ($500,000)
GF TRANSF PARKS OTHER	$0	$1,200,000	$0	$0	$0	Transfers from General Fund balance ($600,000)and savings from LED conversion ($600,000) for MLOP Master Plan
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	$30,000	$75,000	$1,000,000	$2,000,000	$0	Transfers from Parks Impact Fee Fund - Open Space for Par 3 Park
TRANSF IN- PARKS IMPACT FEE FUND - IMPROVEMENTS	$995,000	$1,165,000	$0	$0	$0	Transfers from Parks Impact Fee Fund - Parks Improvements for improvements to Parks facilities including MLOP Master Plan in FY18 ($900,000) and FY19 ($500,000), and build up of Senior Center interior ($600,000)
TOTAL REVENUES:	**$1,430,000**	**$3,750,000**	**$1,010,000**	**$2,010,000**	**$5,010,000**	

TOWN OF MIAMI LAKES
FY 2017-18 !5ht¢ED BUDGET
FIVE-YEAR CAPITAL IMPROVEMENT PLAN
Revenue and Expenditure by Line Item

ACCOUNT NAME/DESCRIPTION	FY2017-18	FY2018-19	FY2019-20	FY2020-21	FY2021-22	COMMENTS
EXPENDITURES						
CIP RESERVE FOR PARKS	$0	$0	$0	$0	$0	Reserve for future parks improvement projects
NIC BEAUTIFICATION MATCHING GRANT PROGRAM	$0	$10,000	$10,000	$10,000	$10,000	Grant match funding for neighborhood improvement
TOTAL CLS ADMINISTRATIVE PROJECTS:	**$0**	**$10,000**	**$10,000**	**$10,000**	**$10,000**	
PARKS WEST COMM CENTERT	$75,000	$0	$0	$0	$0	Mary Collins Community Center Improvements to include Roof Replacement ($50,000), impact resistant windows & doors ($75,000) and air condition ($30,000)
TOTAL MCCC - PARK WEST	**$75,000**	**$0**	**$0**	**$0**	**$0**	
MLOP STORAGE FACILITY	$80,000	$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	$1,000,000	$2,500,000	$0	$0	$0	FY18 Funding to complete design of MLOP Master Plan and commence construction. FY19 continuation of
AIRNASIUM (MLOP MASTER PLAN OPTION)	$0	$500,000	$0	$0	$0	Option for MLOP Master Plan
MLOP WORKS OF ART/COLLECTIONS	$30,000	$0	$0	$0	$0	Art in Public Places Program at Optimist Clubhouse
TOTAL MIAMI LAKES OPTIMIST PARK	**$1,110,000**	**$3,000,000**	**$0**	**$0**	**$0**	
MINI PARKS IMPROVEMENTS	$65,000	$65,000	$0	$0	$0	New furniture throughout pocket parks including signage, benches and waste bins. Replacement commenced in FY17 and is estimated at $180,000 over 3 years.
TOTAL MINI PARKS	$65,000	$65,000	$0	$0	$0	
SENIOR CENTER INTERIOR BUILDUP	$0	$600,000	$0	$0	$0	Interior build up of a 6,000 square foot shell building for a senior community/activity center
PAR 3 PARK	$150,000	$0	$1,000,000	$2,000,000		Funding for design. Construction to commence in FY20. Total estimated project cost $3M.

ACCOUNT NAME/DESCRIPTION	FY2017-18	FY2018-19	FY2019-20	FY2020-21	FY2021-22	COMMENTS
MADDEN'S HAMMOCK PARK	$0	$75,000	$0	$0	$5,000,000	Design services for Madden's Hammock with construction to commence in FY22. Total estimated project cost $5M.
PASSIVE PARK (ROYAL OAKS PARK)	$30,000	$0	$0	$0	$0	Redevelopment of SW vacant parcel of Royal Oaks Park for passive community use
TOTAL PASSIVE PARK	**$180,000**	**$675,000**	**$1,000,000**	**$2,000,000**	**$5,000,000**	
TOTAL PARKS IMPROVEMENTS EXPENDITURES	**$1,430,000**	**$3,750,000**	**$1,010,000**	**$2,010,000**	**$5,010,000**	
TRANSPORTATION IMPROVEMENT						
REVENUES						
SECOND LOCAL OPTION GAS TAX 3 cent	$144,833	$170,000	$170,000	$180,000	$180,000	1 to 5 cent tax per Florida Statute 336.025
SAFE ROUTES TO SCHOOL	$389,300	$0	$0	$0	$0	Additional grant award from FDOT to complete construction. $200,000 was previously awarded.
154TH AND PALMETTO GRANT	$0	$0	$0	$0	$0	FY16 FDOT Grant for 154 Street and Palmetto beautification.
STATE GRANT - TAP	$1,000,000	$0	$0	$0	$1,341,544	FY18 FDOT grant for Complete Streets Business Park East project that includes bicycle, sidewalk and crosswalk improvements. FY22 - FDOT & MPO Grant for Transportation Alternative Program (TAP) - Sidewalk Improvements ($600,000) Miami Lakes Green ($200,000) and Greenway 2.0 ($541,544)
OTHER GRANTS	$0		$7,875,000	$0	$0	TIGER OR INFRA Grant for Underpass Bridges at 146th Street/160th Street and Palmetto and pedestrian bridge
CONTRIBUTION IN LIEU OF ROAD IMPACT FEE	$408,069	$0	$100,000	$0	$0	Funding for 67th Avenue Widening Project in FY18 and Park n Ride Feasiblity Study in FY20
INTEREST INCOME	$25,000	$25,000	$25,000	$25,000	$25,000	Interest income from Investment Portfolio
TRANSFER FROM GENERAL FUND	$0	$100,000	$100,000	$100,000	$0	Total project is estimated at $500,000. Commencing in FY17, funds programmed to remove and replace 1/5 of tree canopy in West Lake neighborhood each year. Funding for FY18 to be done through carryover.
TRANSFER IN- SRF PTP	$825,000	$400,000	$400,000	$400,000	$400,000	Transfers from Special Revenue Fund PTP 80% (half-cent discretionary sales surtax) for transportation related and roadway improvement capital projects

TOWN OF MIAMI LAKES
FY 2017-18 !5ht¢ED BUDGET
FIVE-YEAR CAPITAL IMPROVEMENT PLAN
Revenue and Expenditure by Line Item

ACCOUNT NAME/DESCRIPTION	FY2017-18	FY2018-19	FY2019-20	FY2020-21	FY2021-22	COMMENTS
TRANSFER IN- MOBILITY FEE FUND	$300,000	$0	$0	$266,656	$0	Transfers from Mobility Fee Trust Account Fund for projects as identified
BOND ISSUANCE	$0	$4,000,000		$0	$0	Bond Issuance for 59th Ave Extension collateralized by Peoples Transportation Plan (PTP) revenues
CAPTRANSP BUDGET CARRYFORWARD	$1,160,079	$0	$130,000	$57,807	$212,228	Prior year carryforward sub-fund balance
TOTAL REVENUES	**$4,252,281**	**$4,695,000**	**$8,800,000**	**$1,029,463**	**$2,158,772**	
EXPENDITURES						
CIP RESERVE FOR TRANSPORT	$0	$130,000	$57,807	$212,228	$292,228	Contingency for transportation project needs
TRAFFIC CALMING DEVICES	$25,000	$25,000	$25,000	$25,000	$25,000	
WEST LAKE REFORESTATION PROGRAM	$0	$100,000	$100,000	$100,000	$0	Total project is estimated at $500,000. Commencing in FY17, funds programmed to remove and replace 1/5 of tree canopy in West Lake neighborhood each year. FY18 to be funded through carryover
59TH AVENUE EXTENSION, PUBLIC WORKS STORAGE YARD AND BOAT YARD	$775,000	$4,000,000	$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 IMPI	$590,960	$0	$0	$0	$0	Total project cost is estimated at $2.2 million: design $107,575, construction $2M, construction administration $65,000, CIP management and permits $48,000. FDEP grant awarded for $425,000. Design completed in FY14; bidding and construction of Phases 1 and 2 commenced in FY17, and Phase 3 budgeted in FY18. Cost is split between Transportation and Stormwater.
SAFE ROUTES TO SCHOOL	$580,000	$0	$0	$0	$0	Design and construction of Safe Routes to School
WEST LAKE ROADWAY & DRAINAGE - NW 148TH TERRACE/ NW 148TH STREET/ NW 149TH TERRACE	$0	$440,000	$390,000	$0	$0	Total project cost is estimated at $1.95M and allocated between Transportation and Stormwater. Project is divided into 3 Phases. Design was completed in FY14 as part of West Lake Phase 1 Project. Bidding and construction of Phases 1 and 2 to commence in FY19 and Phase 3 completed in FY20
PALMETTO AND NW 67 AVE WIDENING	$408,069	$0	$0	$0	$0	NW 67th Avenue Widening Project to add an additional through lane at NW 67th Avenue and Palmetto.
GREENWAY AND TRAILS STRIPING	$50,000	$0	$0	$0	$0	FY18 includes on-road striping of of bike path throughout Town limits

TOWN OF MIAMI LAKES
FY 2017-18 !5ht¢ED BUDGET
FIVE-YEAR CAPITAL IMPROVEMENT PLAN
Revenue and Expenditure by Line Item

ACCOUNT NAME/DESCRIPTION	FY2017-18	FY2018-19	FY2019-20	FY2020-21	FY2021-22	COMMENTS
PARK AND RIDE	$0	$0	$100,000	$0	$0	Feasibility Study
MIAMI LAKES GREEN/NW 77TH CT GREENWAY SOUTH	$0	$0	$0	$0	$900,000	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	$0	$0	$400,000	TAP Grant awarded ($200,000) withTown match ($200,000) for construction of a multi-purpose greenway trail from NW 77th Court, north from NW 154th Street to NW 163rd Street.
COMPLETE STREET IMPLEMENTATION : BUSINESS PARK EAST (NW 60TH AVE)	$650,000	$0	$0	$0	$0	Funding completes the design, planning, assessment and survey phase, and commence construction of project at Business Park East and Main Street East which includes bicycle lanes, sidewalk and crosswalk improvements along NW 60th Avenue from NW 139th Street to Miami Lakes Drive.
COMPLETE STREET IMPLEMENTATION: MAIN STREET EAST (NW 151 AND 153 STREETS)	$650,000	$0	$0	$0	$0	Construction of project at Main Street East to include bicycle lanes, sidewalk and crosswalk improvements at NW 151st and 153 Street from Miami Lakeway N. to Miami Lakes Drive.
MIAMI LAKEWAY SOUTH RESURFACE	$193,252	$0	$0	$0	$0	Mill & Resurface Miami Lakeway South between NW 67 Ave and Lake Candlewood Court.
146TH STREET UNDERPASS BRIDGE	$165,000	$0	$3,900,000	$0	$0	Design of Underpass bridge at 146th Street and Palmetto in FY18 and construction to commence in FY20
160TH STREET UNDERPASS BRIDGE	$165,000	$0	$3,975,000	$0	$0	Design of Underpass bridge at 160th Street and Palmetto in FY18. Construction of underpass ($3.9M) to commence in FY20 and include a pedestrian bridge ($75,000)
146TH STREET GREENWAY	$0	$0	$0	$266,656	$541,544	Reconstruction of NW 146th Street between NW 89th Avenue and NW 87th Avenue to two lanes with bike lanes and landscaped paths. Grant awarded for FY22 ($541,544) and Town match ($266,656)
ROYAL OAKS ROADWAY AND DRAINAGE	$0	$0	$252,193	$425,579	$0	Total project cost estimated at $2 million. Design completed in FY2014 ($120,000); bidding and construction to commence in FY20 and completed by FY21 (construction cost $1.8M, administration $60,000). Cost is split between Transportation 35% and Stormwater 65%
TOTAL EXPENDITURES:	**$4,252,281**	**$4,695,000**	**$8,800,000**	**$1,029,463**	**$2,158,772**	

TOWN OF MIAMI LAKES
FY 2017-18 !5ht¢ED BUDGET
FIVE-YEAR CAPITAL IMPROVEMENT PLAN
Revenue and Expenditure by Line Item

ACCOUNT NAME/DESCRIPTION	FY2017-18	FY2018-19	FY2019-20	FY2020-21	FY2021-22	COMMENTS
STORMWATER IMPROVEMENT						
REVENUES						
LEGISLATIVE GRANTS	$1,000,000	$250,000	$250,000	$250,000	$250,000	FY18 Grant awarded for Canal Bank Stabilization Phase 2. Anticipated legislative grants in outgoing years to fund drainage improvement projects including West Lakes and Royal Oaks Park
STORMWATER GRANTS	$0	$250,000	$250,000	$250,000	$250,000	Other Stormwater Grants
CAPITAL SW BUDGET CARRYFORWD	$924,360	$98,920	$38,920	$110,562	$120,201	Prior year carryforward sub-fund balance
TRANSF IN-PTP	$0	$0	$0	$0	$0	Transfer from PTP towards drainage portion of budgeted projects
TRANSF IN-STORMWATER	$150,000	$300,000	$300,000	$300,000	$300,000	Transfer from Stormwater Utility Fund towards the drainage portion of projects as identified. Funding assumes increase in Stormwater Utility revenues.
TOTAL REVENUES:	**$2,074,360**	**$898,920**	**$838,920**	**$910,562**	**$920,201**	
EXPENDITURES						
WEST LAKE ROADWAY & DRAINAGE - NW 148TH TERRACE/ NW 148TH STREET/ NW 149TH TERRACE	$0	$860,000	$260,000	$0	$0	Total project cost is estimated at $1.95M and allocated between Transportation and Stormwater. Project is divided into 3 Phases. Design was completed in FY14 as part of West Lake Phase 1 Project. Bidding and construction of Phases 1 and 2 to commence in FY19 and Phase 3 completed in FY20
ROYAL OAKS DRAINAGE & ROADWAY IMPROVS	$0	$0	$468,358	$790,361	$0	Total project cost estimated at $2 million. Design completed in FY2014 ($120,000); bidding and construction to commence in FY20 and completed by FY21 (construction cost $1.8M, administration $60,000). Cost is split between Transportation 35% and Stormwater 65%
CANAL BANK STABILIZATION - PHASE II	$868,000	$0	$0	$0	$0	Phase 2 stabilization of canal banks along NW 170 Street between NW 78th Avenue and NW 87th Avenue; Design and Engineering fees $150,000, construction $795,000, permits and CIP management $55,000.

TOWN OF MIAMI LAKES
FY 2017-18 !5ht¢ED BUDGET
FIVE-YEAR CAPITAL IMPROVEMENT PLAN
Revenue and Expenditure by Line Item

ACCOUNT NAME/DESCRIPTION	FY2017-18	FY2018-19	FY2019-20	FY2020-21	FY2021-22	COMMENTS
LAKE SARAH/HILDA IMPROVEMENT	$1,107,440	$0	$0	$0	$0	Total project cost is estimated at $2.2 million: design $107,575, construction $2M, construction administration $65,000, CIP management and permits $48,000. FDEP grant awarded for $425,000. Design completed in FY14; bidding and construction of Phases 1 and 2 commenced in FY17, and Phase 3 budgeted in FY18. Cost is split between Transportation and Stormwater.
OPERATING CONTINGENCY- STORM	$98,920	$38,920	$110,562	$120,201	$920,201	Contingency for Stormwater capital project needs
TOTAL EXPENDITURES:	**$2,074,360**	**$898,920**	**$838,920**	**$910,562**	**$920,201**	
TOTAL CAPITAL FUND PROJECTS REVENUES	**$7,931,640**	**$9,493,919**	**$10,798,919**	**$4,100,025**	**$8,238,973**	
TOTAL CAPITAL FUND PROJECTS EXPENDITURES	**$7,931,640**	**$9,493,919**	**$10,798,919**	**$4,100,025**	**$8,238,973**	

Stormwater Utility Fund
and
Facilities Maintenance Fund

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 $1,100,000 in revenues for FY 2017-18 which is approximately the same as the prior year's projected revenues. In FY17 we completed an internal audit on residential properties which added 1,986 unbilled residential dwellings. We are currently in the process of performing audit on commercial properties for which numbers are unknown at this time. Revenues include $32,000 in interest earnings and $288,148 of carryforward fund balance for a total budget of $1,420,148.

The FY 2017-18 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 57th Avenue (approx. $15,000 per year). Debt service will terminate in 2024 and 2026, respectively. Funds are also appropriated to conduct lake quality assessment ($50,000), update the Stormwater Master Plan ($30,000) and a transfer to the Capital Projects Fund ($150,000) for Lake Sarah roadway and drainage improvement. The Stormwater Utility Fund has a reserve of $20,902.

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

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 during the 'dry season' from November to April.

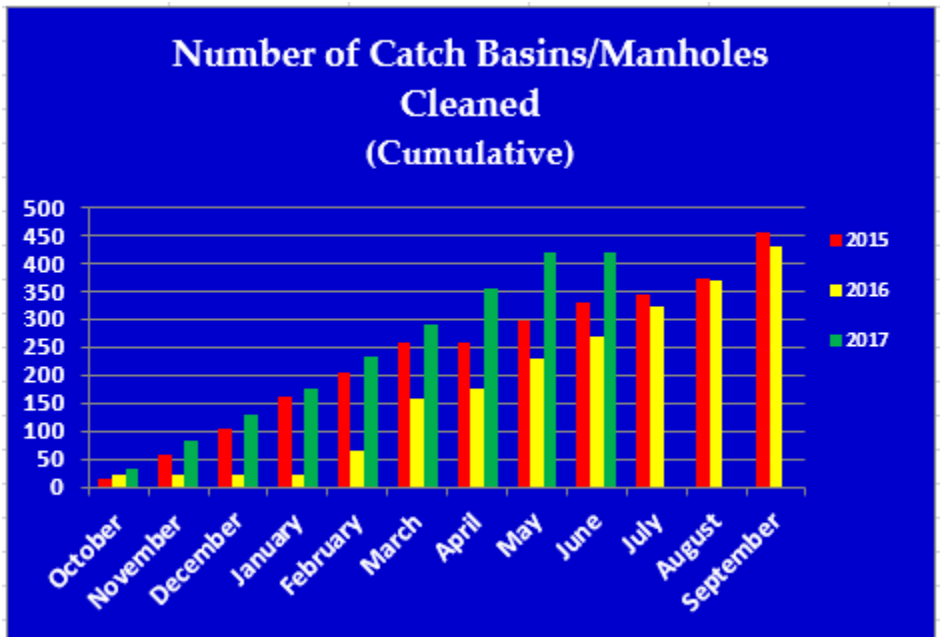


Fig.1: Cumulative number of catch basins/manholes cleaned in FY2017 year to date is 420, averaging approximately 47 manholes per month.

TOWN OF MIAMI LAKES
FY 2017-18 ADOPTED BUDGET
STORMWATER UTILITY FUND
Revenue and Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 ACTUALS	FY2016-17 ADOPTED BUDGET	FY2016-17 AMENDED BUDGET	FY2016-17 YEAR END PROJECTION	FY2017-18 ADOPTED BUDGET	BUDGET COMMENTS
STORMWATER UTILITY FUND							
REVENUES							
STORMWATER UTILITY FEES	$942,089	$953,982	$1,050,000	$1,050,000	$1,090,374	$1,100,000	Based on rate of $4.50 per ERU.
INTEREST EARNINGS	$32,138	$39,092	$32,000	$32,000	$32,000	$32,000	Interest earnings based on percentage of Stormwater Investment Portfolio
STORMWATER BUDGET CARRYFORWD	$0	$0	$546,065	$546,065	$571,384	$288,148	Prior year fund balance carryforward
INTER-FUND TRANSFERS	$751,946	$1,267,755	$0	$0	$0	$0	
TOTAL REVENUES:	**$1,726,173**	**$2,260,828**	**$1,628,065**	**$1,628,065**	**$1,693,758**	**$1,420,148**	
EXPENDITURES							
WASAD FEE COLLECTION	$27,522	$28,325	$31,500	$31,500	$30,668	$32,500	WASD fee to collect stormwater charges (approx 33,500 bills @$0.97)
STORMWATER ADMINISTRATION	$32,000	$0	$32,000	$32,000	$32,000	$123,142	Overhead charges for support of utility
PUBLIC OUTREACH/WORKSHOPS	$535	$2,800	$5,000	$5,000	$2,500	$5,000	Required for NPDES and CRS annual certifications
BOOKS PUBLICATIONS	$0	$370	$1,000	$1,000	$500	$1,000	Required for CRS: American Association of Flood Plain Managers, FL SW Association & FL Flood Management Association
TRAINING AND EDUCATION	$2,754	$4,315	$5,000	$5,000	$5,000	$5,000	Mandated training to maintain certification
DEPR EQUIP & FURNIT	$29,806	$29,907	$0	$0	$0	$0	-
DEPRECIATION INFRASTRUCTURE	$173,341	$173,341	$0	$0	$0	$0	-
S/W UTIL REVENUE BOND DEBT	$72,791	$66,966	$68,000	$68,000	$67,751	$68,452	QNIP Debt service payments
FEMA FUNDED CANAL DREDGING PAYMENT	$0	$0	$15,000	$15,000	$15,279	$15,390	Payment for FEMA-funded canal dredging project - Year 2 of 10
TRANSFER TO CAP PROJECTS FD	$500,000	$0	$468,967	$468,967	$468,967	$150,000	Transfer for capital improvement projects
TOTAL STORMWATER UTILITY EXPENSES	**$868,750**	**$306,024**	**$626,467**	**$626,467**	**$622,665**	**$400,484**	
NPDES COMPUT. DISCHARGE MOD	$805	$805	$1,000	$1,000	$805	$1,000	Annual regulatory program and surveillance fees
NPDES PERMIT FEES	$24,522	$0	$15,000	$25,000	$25,850	$16,545	Annual payment to DERM for Water Quality Monitoring, Best Management Practices and Basin Management Action Plan per Interlocal Agreement
TOTAL NPDES COSTS	**$25,327**	**$805**	**$16,000**	**$26,000**	**$26,655**	**$17,545**	
REGULAR SALARIES	$111,948	$140,385	$148,653	$150,253	$184,126	$231,552	Salary for PW Director (50%), PW Manager, Office Specialist and 2 Vacuum Truck Operators
EMPLOYEE BONUS/COLA	$0	$0	$1,600	$0	$0	$4,631	Two percent COLA effective March 2018
STORMWATER OVERTIME	$1,424	$0	$1,000	$1,000	$1,000	$1,000	Additional hours as needed for vac truck operators
PAYROLL TAXES	$7,003	$11,030	$11,372	$11,372	$14,086	$17,714	Calculated based on 7.65% of salaries
FRS CONTRIBUTIONS	$3,542	$7,873	$11,179	$11,179	$13,790	$18,339	Rate increase from 7.52% to 7.92% thru Jul '18
HEALTH & LIFE INSURANCE	$20,436	$21,547	$36,421	$36,421	$32,292	$45,531	Includes medical, dental, vision and life

TOWN OF MIAMI LAKES
FY 2017-18 ADOPTED BUDGET
STORMWATER UTILITY FUND
Revenue and Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 ACTUALS	FY2016-17 ADOPTED BUDGET	FY2016-17 AMENDED BUDGET	FY2016-17 YEAR END PROJECTION	FY2017-18 ADOPTED BUDGET	BUDGET COMMENTS
WIRELESS STIPEND	$677	$725	$750	$750	$665	$1,200	Stipend for PW Director (50%), Manager and Vacuum Truck Operator
LAKE QUALITY ASSESSMENT	$0	$0	$50,000	$50,000	$0	$50,000	Conduct lake quality assessment
PROF SERV -ENGINEERING/LEGAL	$0	$0	$0	$14,100	$14,100	$0	FY17 include Consulting Services for Public Director vacancy
MASTER PLAN UPDATE	$0	$0	$30,000	$30,000	$0	$30,000	Stormwater Master Plan to be updated to include West Lakes, Lake Martha and Lake Sarah roadway and drainage improvements.
STORMWATER INSPECTOR	$55,598	$27,631	$65,000	$65,000	$60,000	$65,000	Inspection services for stormwater operations
MISC EXPENSES/REMOTE ACCESS DEVICE	$0	$852	$960	$960	$960	$960	Data plan for field personnel devices
CLEAN BASINS PIPES TRENCHES	$49,336	$42,870	$42,000	$42,000	$42,000	$42,000	Tipping/dumping fee to MDC for vac truck solid waste ($27,000); annual cleaning of 92 outfalls ($15,000)
MINOR REPAIRS & IMPROVEMENTS	$81,373	$88,956	$100,000	$100,000	$90,000	$93,949	Roadway and drainage restoration per Stormwater Management Master Plan
COMMUNITY RATING SYSTEM	$250	$0	$2,000	$2,000	$0	$2,000	Flood management program to reduce resident flood insurance premiums
STREET SWEEPING	$24,289	$17,433	$31,875	$31,875	$26,130	$31,875	Contract street sweeping 62.5 lane miles of roadway bi-weekly
REPAIR AND MAINTENANCE	$10,114	$14,316	$15,000	$15,000	$10,000	$15,000	Vac truck and GPS system repair and maintenance
CANAL MAINTENANCE	$261,410	$152,177	$218,125	$266,075	$255,456	$255,456	Miami-Dade County contract chemical treatment of canals ($160,000). Monthly maintenance of canals including above surfacing cleaning ($55,728), slope mowing- 9 cycles ($26,235), vegetation, algae and herbicidal treatment ($5,000), rodent control ($1,000) and HOAs maintenance fee ($1,620)
STORMWATER CONTINGENCY	$0	$0	$205,652	$133,602	$0	$20,902	Contingency for SW project needs.
UNIFORMS	$0	$905	$1,410	$1,410	$1,000	$1,410	Uniforms for 2 Vac truck operators ($1,250) and 4 shirts for Director and Inspectors ($160)
GAS, OIL, LUBRICANTS	$11,324	$6,199	$12,000	$12,000	$8,261	$13,000	Gas, oil and lubricants for Vac truck and pressure cleaning equipment
EDUCATION & TRAINING	$1,070	$502	$0	$0	$0	$0	
MACHINERY AND EQUIPMENT	$0	$0	$0	$0	$1,825	$0	FY17 include pressure cleaning equipment
COMPUTER SOFTWARE LICENSES	$0	$0	$600	$600	$600	$60,600	Acquire asset management system ($60,000) and Annual renewal of AutoCad licenses ($600)
TOTAL STORMWATER OPERATING	**$639,795**	**$533,399**	**$985,598**	**$975,598**	**$756,290**	**$1,002,119**	
TOTAL STORMWATER UTILITY REVENUES	**$1,726,173**	**$2,260,828**	**$1,628,065**	**$1,628,065**	**$1,693,758**	**$1,420,148**	
TOTAL STORMWATER UTILITY EXPENDITURES	**$1,533,871**	**$840,227**	**$1,628,065**	**$1,628,065**	**$1,405,610**	**$1,420,148**	

Facilities Maintenance Fund Detail

Facilities Maintenance Fund

Internal Service Funds are used to account for operations that provide services to other departments on a cost-reimbursement basis. The 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 between the General Fund (Administration 60% and Police Department 27%) and the Building Department Fund (13%). This includes salary and benefits for one full time position, utilities, custodial and contractual maintenance services. The FY2017-18 Budget is $314,249.

TOWN OF MIAMI LAKES
FY 2017-18 ADOPTED BUDGET
FACILITIES MAINTENANCE FUND
Revenue and Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2014-15 ACTUALS	FY2015-16 ACTUALS	FY2016-17 ADOPTED BUDGET	FY2016-17 AMENDED BUDGET	FY2016-17 YEAR END PROJECTION	FY2017-18 ADOPTED BUDGET	BUDGET COMMENTS
FACILITY MAINTENANCE FUND							
REVENUES							
TRANS FROM GENERAL FUND - ADMINISTRATIC	$0	$0	$167,081	$167,081	$198,079	$188,550	Transfer in to fund Administration's portion of building expenses
TRANS FROM GENERAL FUND - POLICE	$0	$0	$75,187	$75,187	$89,135	$84,847	Transfer In to fund Police's portion of building expenses
TRANS FROM BUILDING FUND	$0	$0	$36,201	$36,201	$42,917	$40,852	Transfer In to fund Building Dept's portion of building expenses
TOTAL FACILITY MAINTENANCE REVENUES:	**$0**	**$0**	**$278,469**	**$278,469**	**$330,131**	**$314,249**	
EXPENDITURES							
SALARIES	$0	$0	$40,000	$40,000	$49,471	$58,000	Salary for Facility Maintenance Coordinator
BONUS/COST OF LIVING ADJUSTMENT	$0	$0	$0	$0	$0	$1,160	Two percent COLA effective March 2018
PAYROLL TAXES	$0	$0	$3,060	$3,060	$3,785	$4,437	Calculated based on 7.65% of salaries
FRS CONTRIBUTIONS	$0	$0	$3,008	$3,008	$3,766	$4,594	Rate increase from 7.52% to 7.92% thru Jul '18
HEALTH & LIFE INSURANCE	$0	$0	$10,191	$10,191	$9,457	$10,729	Includes medical, dental, vision and life
WIRELESS STIPEND	$0	$0	$0	$0	$480	$480	Cell phone stipend
JANITORIAL	$0	$0	$0	$0	$0	$65,000	Government Center custodial service
TELEPHONE SERVICES	$0	$0	$16,140	$16,140	$15,246	$16,140	Includes allocation for AT&T fax line and fire alarm ($8,700), Suncom phone service ($7,200) for Town Hall, emergency phones ($240)
UTILITIES	$0	$0	$57,860	$57,860	$61,975	$62,400	Includes Administration's allocation of Government Center expenses: FP&L ($45,200), water and sewer ($15,500) and waste removal ($1,700)
REPAIR AND MAINT CONTRACTS	$0	$0	$146,000	$146,000	$145,849	$81,000	Government Center contractual expenses for custodial services (reclassed to separate account), pest control ($750), landscaping ($14,500), A/C maintenance ($7,800) and monitoring ($2,400), fire alarm monitoring ($3,000), plumbing and electrical ($5,000), handyman service ($20,000); elevator services ($5,000), recycling ($1,200), and other
REMOTE ACCESS DEVICE	$0	$0	$960	$960	$960	$960	Data Plan for handyman crew devices
HURRICANE EXPENSES			$0	$0	$23,545	$4,800	Generator rental for one month
OPERATING SUPPLIES	$0	$0	$1,250	$1,250	$1,250	$0	FY17 include 2 iPad Minis for handyman crew
GAS, OIL LUBRICANTS	$0	$0	$0	$0	$1,020	$1,200	Fuel
EDUCATION AND TRAINING	$0	$0	$0	$0	$2,912	$2,000	Expenses for certification
INFRASTRUCTURE		$0	$0	$0	$9,085	$0	FY17 include purchase of doors for Town Hall
COMPUTER SOFTWARE LICENSES		$0	$0	$0	$1,331	$1,350	Facility Dude License
TOTAL FACILITY MAINTENANCE EXPENDITURES	**$0**	**$0**	**$278,469**	**$278,469**	**$330,131**	**$314,249**	