

**Proposed Operating  
and  
Capital Budget  
FY 2018-19**



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## **Budget Message**

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# ***TOWN OF MIAMI LAKES***

## ***MEMORANDUM***

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**To:** Honorable Mayor and Town Councilmembers

**From:** Alex Rey, Town Manager

**Subject:** FY 2018-19 Budget Message

**Date:** September 4, 2018

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### **Recommendation**

It is recommended that Town Council approve the millage rate for Fiscal Year 2018-19 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 it remains one of the lowest millage rates in Miami-Dade County. The proposed millage rate is expected to yield \$7,130,200 in ad valorem revenue at 95% of value based on the July 1, 2018 estimated Property Tax Roll, as provided by Miami-Dade County Property Appraiser.

It is also recommended that Town Council adopt Fiscal Year 2018-19 Budget on First Reading of Ordinance, as proposed.

### **Background**

As the Town enters a sixth year of economic 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, beautification projects and improved response times to requests for service through new technologies and process improvement.

The Town's economic development goal is to reinforce, strengthen and promote the livability and sustainability of our neighborhoods, commercial and industrial areas in the face of the current economic climate and changing needs of the population. As such, maintaining the Town's credit rating remains an important part of the Town's plan for sustainable recovery and prosperity. On May 15, 2018, Moody's Investor Service upgraded the Town's bond rating from 'Aa3' to 'Aa2'. Moody's, in commenting on the basis for upgrading the ratings noted that the Town benefits from low debt and pension burdens and a strong stable financial position. Additionally, in 2017, Fitch Ratings upgraded the special obligation bonds rating from 'AA' to 'AA+'. The upgrade focused on the Town's solid revenue framework and expenditure flexibility, nominal fixed carrying costs

and low long-term liability burden. The Town's financial position will continue to remain strong with continued development, and as property values increase and generate more property tax revenues.

While the current and projected development projects bode well for the Town's future economic stability, a new challenge facing Florida municipalities is the proposed constitutional amendment (House Joint Resolution) HJR 7105 which will be placed on the November 8, 2018 ballot which, if approved, would create an additional \$25,000 exemption for homestead properties with assessed values over \$125,000. The estimated revenue loss to the Town of Miami Lakes would be approximately \$350,000 in the first year. However, it is anticipated that property values will increase, and with the addition of new construction to the Tax Roll, ad valorem revenues will also increase thus offsetting the loss from the additional homestead exemption, if passed.

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 15<sup>th</sup> Budget Workshop are a part of the Fiscal Year 2018-19 Business Plan and included in the Proposed Budget; however, several of these initiatives are currently unfunded due to the lack of available resources, which will be discussed later in this memorandum.

## **FY 2018-19 PROPOSED BUDGET**

The proposed budget is a deliberate balance of revenues and expenditures prepared in accordance with the State of Florida's Truth in Millage process and best serves the Town's prioritization for provision of core services and the Council's Strategic Plan Initiatives. It balances the Town's financial resources with current programming and service levels while maintaining a solid financial position. We were able to balance this fiscal year's 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.

The total Budget for Fiscal Year 2018-19 including all Funds is \$50,246,679 as shown in the table below. This represents an increase of \$8,730,579 or 21% as compared to Fiscal Year 2017-18 Adopted Budget, which is primarily attributed to several new grant awards of approximately \$3,828,000, loan proceeds in the amount of \$2,511,743 for MLOP Master Plan, non-ad valorem revenues totaling \$1,668,617 from the newly acquired Special Taxing Districts, increase in ad valorem taxes of \$436,100, and the remaining \$286,119 across the various funds. The details of the increase are discussed later in this memorandum.

<b>BUDGET SUMMARY</b>								
<b>Town of Miami Lakes - FY2018-19</b>								
THE PROPOSED OPERATING BUDGET EXPENDITURES OF THE TOWN OF MIAMI LAKES ARE 21.0% MORE THAN LAST YEAR'S TOTAL OPERATING EXPENDITURES								
<b>Millage per \$1,000</b>								
<b>General Fund Millage: 2.3353</b>								
<i>The General Fund Millage is 5.24 percent higher than the State defined Rolled Back Rate</i>								
<b>ESTIMATED REVENUES</b>	<b>General Fund</b>	<b>Special Revenue Funds</b>	<b>Electric Utility Tax Revenue Fund</b>	<b>Debt Service Fund</b>	<b>Capital Projects Fund</b>	<b>Stormwater Utility Fund</b>	<b>Internal Service Fund</b>	<b>Total All Funds</b>
Ad Valorem Taxes: Millage per \$1,000 = 2.3353	7,130,200	-	-	-	-	-	-	7,130,200
Non-Ad Valorem Assessment	-	1,668,617	-	0	-	-	-	1,668,617
Franchise Fees	1,275,000	-	-	-	-	-	-	1,275,000
Charges for Services	-	-	-	-	-	1,100,000	-	1,100,000
Utility Service Taxes	3,287,476	-	372,745	-	-	-	-	3,660,221
Intergovernmental Revenue	4,522,810	1,610,000	-	179,304	6,416,638	-	-	12,728,752
Licenses and Permits	433,500	4,634,434	-	-	-	-	-	5,067,934
Fines & Forfeitures	195,000	50,000	-	-	-	-	-	245,000
Loan Proceeds	-	-	-	-	2,511,773	-	-	2,511,773
Miscellaneous Revenue	349,190	225,000	-	-	16,000	40,000	-	630,190
<b>TOTAL SOURCES</b>	<b>17,193,176</b>	<b>8,188,051</b>	<b>372,745</b>	<b>179,304</b>	<b>8,944,411</b>	<b>1,140,000</b>	<b>-</b>	<b>36,017,687</b>
Transfers In	59,824	-	-	370,745	3,135,177	-	344,429	3,910,175
Fund Balances/Reserves/Net Assets	4,403,908	4,419,132	-	-	1,314,426	181,351	-	10,318,817
<b>TOTAL REVENUES, TRANSFERS &amp; BALANCES</b>	<b>21,656,908</b>	<b>12,607,183</b>	<b>372,745</b>	<b>550,049</b>	<b>13,394,014</b>	<b>1,321,351</b>	<b>344,429</b>	<b>50,246,679</b>
<b>ESTIMATED EXPENDITURES</b>								
General Government	2,751,017	-	2,000	-	-	-	206,657	2,959,674
Transportation	1,261,843	1,223,770	-	-	5,172,647	-	-	7,658,260
Public Safety	8,616,691	1,739,761	-	-	-	-	92,996	10,449,448
Parks, Recreation & Culture	3,389,712	30,727	-	-	4,169,398	-	-	7,589,837
Physical Environment	-	-	-	-	3,837,500	886,346	-	4,723,846
Building, Zoning, Planning & Dev.	558,798	2,194,210	-	-	-	-	44,776	2,797,784
Debt Services	48,855	-	-	550,049	-	85,005	-	683,909
<b>TOTAL EXPENDITURES</b>	<b>16,626,917</b>	<b>5,188,467</b>	<b>2,000</b>	<b>550,049</b>	<b>13,179,545</b>	<b>971,351</b>	<b>344,429</b>	<b>36,862,758</b>
Transfers Out	499,653	2,539,777	370,745	-	-	350,000	-	3,760,175
Fund Balances/Reserves/Net Assets	4,530,338	4,878,939	-	-	214,469	-	-	9,623,746
<b>TOTAL APPROPRIATE EXPENDITURES, TRANSFERS, RESERVE AND BALANCES</b>	<b>21,656,908</b>	<b>12,607,183</b>	<b>372,745</b>	<b>550,049</b>	<b>13,394,014</b>	<b>1,321,351</b>	<b>344,429</b>	<b>50,246,679</b>

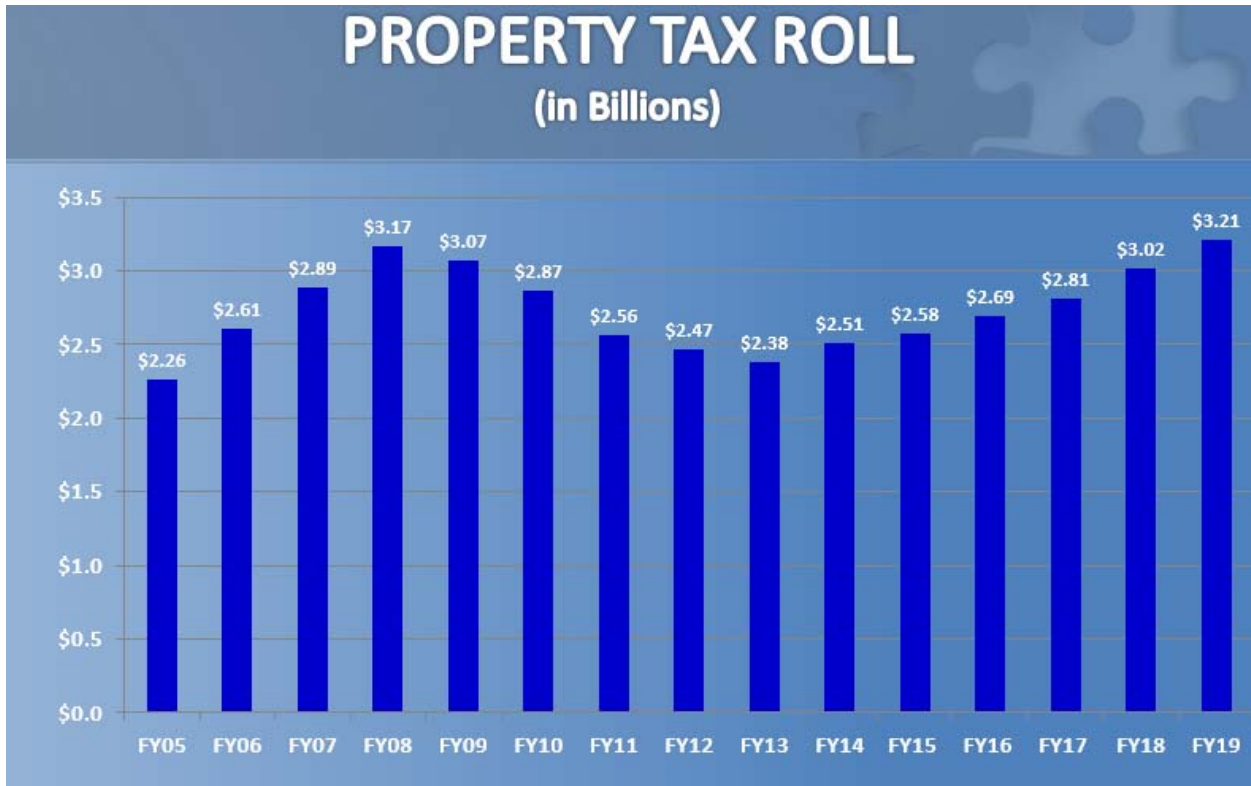
THE TENTATIVE, ADOPTED, AND/OR FINAL BUDGETS ARE ON FILE IN THE OFFICE OF THE TOWN CLERK, 8801 MAIN STREET, MIAMI LAKES, FLORIDA 33014 AS A PUBLIC RECORD.

**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, 2018 reflects a gross taxable value of \$3,213,878,488, which includes an increase of \$66,873,140 in new construction and improvements. As compared to the certified taxable value for the previous year of \$3,017,332,354, the July 1, 2018 figures shows an increase of \$196.5 million or 6.5%, a positive economic indicator of the continued increase in both residential and commercial property developments.

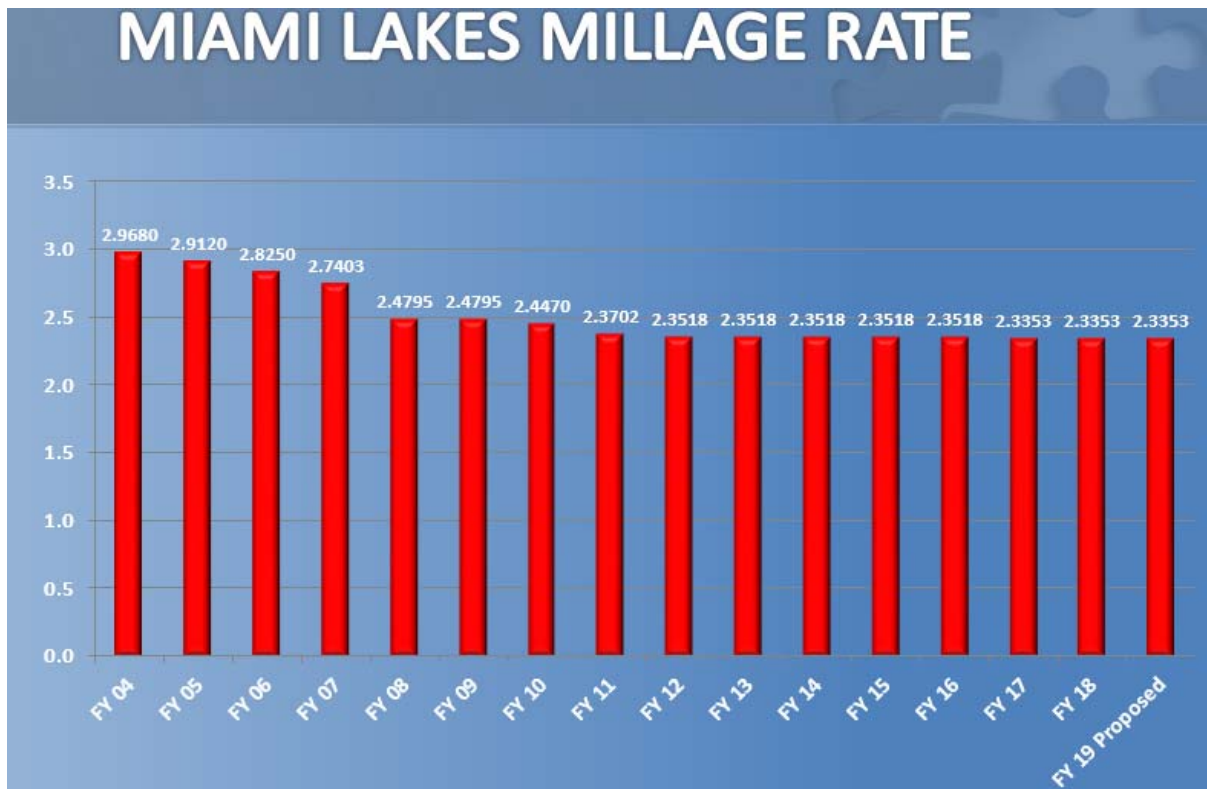
As seen in the graph below, Property Tax Roll value has been steadily on the rise since FY 2014 reflecting continuous economic recovery and growth and we have finally surpassed the FY 2008 Property Tax Roll.



### Millage Rate

At the July 17, 2018 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. 18-1557. This is the same rate as the prior fiscal year, and is the seventh lowest millage rate among the thirty-five municipalities in Miami-Dade County, and well below the statutory limit of 10.0 mills. Since its first year of incorporation, the Town has steadily reduced the millage rate, and maintained the same low rate since 2012 for five consecutive years. In 2017, the millage rate was further reduced to an all-time low of 2.3353 mills, the same as the current year's rate. For FY 2019, the Proposed Budget provides for no increase to the millage rate, remaining unchanged at 2.3353 mills for the third consecutive year.

Given the Town's strategic goals to invest in the Town's future and the expected impact of the additional homestead exemption, I believe it is prudent to retain the millage at the current rate. 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 FY 2019 is 2.2190. The rolled-back rate would provide the same ad valorem tax revenue as was levied during the prior year exclusive of new construction and improvements. The proposed millage rate of 2.3353 is 5.24% higher than the current year aggregate rolled-back rate. The State Department of Revenue required methodology for calculating the rolled-back rate uses the roll value after the Value Adjustment Board action. The Town's prior year final gross taxable value is \$2,990,214,426 which is \$27.1 million less than the preliminary July 1 base roll figure of \$3,017,332,354. The rolled-back rate would generate \$355,085 less in ad valorem revenue as compared to the proposed rate of 2.3353.

### Ad Valorem Revenue

The FY 2018-19 Budget was developed using the proposed millage rate of 2.3353. This millage rate will generate property tax revenues or ad valorem (calculated at 95% for budget purposes) in the amount of \$7,130,200. The impact is approximately \$436,000 or 6.5% increase in ad valorem revenue for the General Fund.



## **II. FY 2018-19 BUDGET HIGHLIGHTS – BY FUND**

### **GENERAL FUND**

The FY 2018-19 Proposed General Fund Operating Budget totals \$21,658,908 and includes \$3,921,908 in unassigned fund balance which is discussed later in this memorandum. The General Fund Operating Budget is 17,735,000, an overall increase of approximately \$692,676 or 4.1% as compared to the prior year's Amended Budget. The Budget includes \$482,000 carry-over from the prior year which is allocated for litigation reserves (\$400,000), parks system and strategic plan software investment (\$45,000), social media plan (\$27,000) as approved by Town Council earlier this year, and balance from not holding special elections in August (\$10,000) due to Seat 3 went unopposed.

In addition to the core services, this year's budget provides funding for enhanced public safety in schools, increased level of service for tree trimming to provide aesthetics tree pruning along the Town's major corridors, additional mowing cycles on Palmetto Circle, parks grounds improvements, software upgrades and new platform acquisition, funding for general elections, a transfer for capital improvements towards MLOP Master Plan, infrastructure renewal and replacement sinking fund, and reserves for litigation and committees' donations. The budget also accommodates increases to health insurance cost, as well as the increased cost of base police patrol services passed through our contract with Miami-Dade County.

Given that this budget will be a transition to the new Town Manager, the following actions have been incorporated into the budget:

- The Town Manager's position is budgeted for the full year at the current rate to provide more flexibility to the Town Council.
- The Deputy Town Manager position, recently vacated, will not be filled for the first three months of the year. The position is funded as of January 1, 2019, in the event the Town Council wants to bring the new Town Manager earlier than my schedule departure date of March 31, 2019.
- The Assistant to the Town Manager will be handling the Special Taxing Districts and School Crossing Guard as part of her duties. A new vacant position will be available to the new Town Manager to re-assign duties as he or she sees fit.

A summary of the General Fund Budget is presented below comparing FY 2018-19 Proposed Budget to the FY 2017-18 Year-end Projection.

**TOWN OF MIAMI LAKES  
GENERAL FUND SUMMARY**

ACCOUNT NAME/DEPARTMENT	FY2016-17 ACTUALS	FY2017-18 AMENDED BUDGET	FY2017-18 YEAR-END PROJECTION	FY2018-19 PROPOSED BUDGET	VARIANCE FY19 PROPOSED VS. FY18 PROJ. \$ CHANGE	% CHANGE
<b>Revenues</b>						
Ad Valorem Taxes	6,267,176	6,694,100	6,792,622	7,130,200	337,578	5.0%
Franchise Fees	925,699	925,000	1,272,507	1,275,000	2,493	0.2%
Utility Service Tax	3,033,033	3,309,213	3,189,242	3,287,476	98,234	3.1%
Intergovernmental Revenues	4,815,291	4,511,100	4,452,182	4,522,810	70,628	1.6%
Permits & Fees (Non-Building Dept.)	547,118	597,835	444,468	433,500	(10,968)	-2.5%
Fines & Forfeitures	224,887	200,000	185,660	195,000	9,340	5.0%
Miscellaneous Revenues	784,637	259,634	334,427	349,190	14,763	4.4%
<b>Sub-total Recurring Revenues</b>	<b>16,597,841</b>	<b>16,496,882</b>	<b>16,671,108</b>	<b>17,193,176</b>	<b>522,068</b>	<b>3.2%</b>
Interfund Transfers	286,522	0	16,950	59,824	42,874	0.0%
Prior Year Carry-Over Funds	0	545,442	545,442	482,000	(63,442)	-11.6%
<b>Sub-total Other Revenues</b>	<b>286,522</b>	<b>545,442</b>	<b>562,392</b>	<b>541,824</b>	<b>(20,568)</b>	<b>-3.7%</b>
<b>Total Revenues</b>	<b>16,884,363</b>	<b>17,042,324</b>	<b>17,233,500</b>	<b>17,735,000</b>	<b>501,500</b>	<b>2.9%</b>
<b>Expenditures</b>						
Town Mayor & Council	327,469	369,979	363,711	387,870	24,159	6.6%
Town Clerk	209,212	167,620	155,996	255,315	99,319	63.7%
Town Attorney	559,651	330,000	320,000	230,000	(90,000)	-28.1%
Administration	3,151,934	1,988,670	1,956,557	1,917,833	(38,724)	-2.0%
Police and School Crossing Guards	7,701,732	8,246,227	8,200,605	8,616,691	416,085	5.1%
Planning and Code Compliance	473,011	502,523	478,435	443,688	(34,746)	-7.3%
Zoning	383,720	120,532	114,229	115,110	881	0.8%
Parks & Community Services	2,260,213	2,496,966	2,484,105	2,560,751	76,646	3.1%
Community Engagement & Outreach	542,888	600,878	554,123	601,111	46,988	8.5%
Special Events - Committees	219,714	253,425	230,815	227,850	(2,965)	-1.3%
Public Works	1,041,234	1,105,185	1,026,088	1,261,843	235,756	23.0%
QNIP	153,423	153,423	153,423	48,855	(104,568)	-68.2%
Non-Departmental	87,243	400,000	0	568,430	568,430	100.0%
<b>Sub-total Expenditures</b>	<b>17,111,445</b>	<b>16,735,427</b>	<b>16,038,087</b>	<b>17,235,347</b>	<b>1,197,259</b>	<b>7.5%</b>
Transfers Out	0	306,897	304,561	499,653	195,093	64.1%
<b>Total Expenditures</b>	<b>17,111,445</b>	<b>17,042,324</b>	<b>16,342,648</b>	<b>17,735,000</b>	<b>1,392,352</b>	<b>8.5%</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ (227,082)</b>	<b>\$ 0</b>	<b>\$ 890,852</b>	<b>\$ 0</b>	<b>\$ (890,852)</b>	<b>-100.0%</b>

## **FACTORS AFFECTING FY 2017-18 PROPOSED BUDGET**

### **I. REVENUES**

General Fund Revenues are primarily unrestricted in nature and fund a variety of services including town administration, police patrol, general public works, community outreach and parks services. Property Taxes remain the Town's largest revenue source, comprising 41% of 2019 budgeted General Fund revenues, followed by Intergovernmental Revenues (i.e. Half-Cent Sales Tax, Communications Services Tax and State Revenue Sharing) at 26%, followed by Utility Services Taxes 19%, FPL Franchise Fees 8%, Permits and Fees 3% and the remainder from Fines and Forfeitures and other miscellaneous revenues.

The total revenues available for allocation in FY19 General Fund Budget is \$17,735,000 including carryovers. As compared to the prior year's projections and as indicated in the chart above, this represents an increase of approximately \$501,500 or 2.9%. The increase is primarily the net result of a 5% increase in Ad Valorem taxes (\$337,578), a modest increase in Utility Services Taxes (\$98,234 or 3.1%) and Intergovernmental Revenues (\$70,628 or 1.6%) which is the State estimated pass-through revenues. It should be noted that FPL Franchise Fee payment received in 2018 was \$347,507 or 38% more than the Amended Budget. All other revenue categories remain static.

### **II. EXPENSES/SIGNIFICANT BUDGET CHANGES**

The FY 2018-19 Proposed Expense Budget is \$1.39 million or 8.5% more than the prior year's projected expenses. This is a result of the carryover of funds from the prior year that was earmarked for litigation reserves (\$400,000) and specific one-time expense (\$82,000), plus the increase in revenues as mentioned above. This allows the Budget to provide for the increase in base police patrol services that is passed through the Town's contract with Miami-Dade County, as well as increases in the cost of providing services and maintenance of our infrastructure.

The significant changes affecting the Proposed Budget are described below:

- **Staffing** – The General Fund Budget includes 32.5 full-time equivalent positions, five part-time, eight seasonal and seven part-time seasonal positions. As compared to the prior year, we have transferred the Office Specialist and 50% of the cost of the Public Works Manager position that were previously funded by Stormwater Utility Fund to the General Fund to accurately reflect the duties of these positions. In addition, a new position was created, Special Projects Manager, to administer the contracts of the 6 Special Taxing Districts, School Crossing Guards and special projects, as assigned. The net effect of these changes to the General Fund is an increase of 2.5 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 7.92% to 8.26% for regular employees as of July 1, 2018. The rate increase has no significant impact to the Budget.
- **Group Health Insurance** – Based on prior years’ trend, we are anticipating a 15% 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 employee morale. (\$74,840)
- **Election Cost** – Funds have been allocated for the cost of piggy-backing on Miami-Dade County’s general election for 3 Seats on the Council (\$25,000) and mail-in ballot (\$25,000) for a debt service referendum.
- **Police Services** – The Police Department’s Budget of \$8,709,686 includes contracted police patrol services and the school crossing guards, and represents 49% of the General Fund operating budget, and an overall increase of approximately \$363,000 or 4.4% as compared to prior year Amended Budget. 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 funding for enhanced police presence in schools (\$130,000). The increased cost of the base police patrol services contract for FY 2019 is \$227,000.

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

POLICE PATROL SERVICES	FY 2017-18 ADOPTED BUDGET	FY 2018-19 PROPOSED BUDGET	NET CHANGE	
- Police Salaries	\$4,462,451	\$4,590,986	\$128,535	3%
- Overtime	320,000	320,000	0	0%
- School Security	0	130,000	130,000	100%
- Social Security	275,252	313,661	38,409	14%
- Retirement	1,053,719	1,118,361	64,642	6%
- Group Health Insurance	637,500	714,002	76,502	12%
- Other fringe benefits	137,949	96,647	(41,302)	-30%
<b>Total Personnel Services</b>	<b>6,886,871</b>	<b>7,283,657</b>	<b>396,786</b>	<b>6%</b>
<b>Fleet Maintenance &amp; Operations</b>	<b>539,878</b>	<b>473,350</b>	<b>(66,528)</b>	<b>-12%</b>
<b>Insurance</b>	<b>282,900</b>	<b>266,300</b>	<b>(16,600)</b>	<b>-6%</b>
<b>County Overhead Cost</b>	<b>436,351</b>	<b>479,693</b>	<b>43,342</b>	<b>10%</b>
<b>TOTAL PATROL SERVICES</b>	<b>\$8,146,000</b>	<b>\$8,503,000</b>	<b>\$357,000</b>	<b>4.4%</b>

- **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 Non-Departmental. This amount is the balance carried over from the prior year’s reserve for legal fees (\$400,000).
- **Inter-fund Reimbursements** – During the normal course of business, the General Fund provides administrative, legal, accounting and technical support to the proprietary and special revenue funds. As such, these Funds reimburse the General Fund a percentage of total cost for services provided, which is shown as a reimbursement to salaries in Administration Department for transparency purposes. These include the Building Department (\$235,682), Stormwater Utility (\$105,000), CITT Peoples Transportation Plan (\$60,750) and the six Special Taxing Districts (\$127,428).
- **Committees** – The FY 2019 Budget provides for a total allocation of \$227,850 to the Committees, which is at the same level as the prior year. However, the following committees have requested increases totaling \$44,550 in their budgets, justifications of which were presented to Council at the 2<sup>nd</sup> Budget Workshop held on July 10, 2018 as follows: Cultural Affairs - \$8,200, Economic Development - \$2,800, Elderly Affairs - \$7,400, Neighborhood Improvement - \$700, Public Safety - \$1,900, Veterans - \$6,300, and Youth Activity Task Force - \$17,250. Consequently, the Budget provides \$44,000 which will be held in reserves in the event donations are received to offset the requested increases.
- **Facilities Renewal and Replacement Plan** – With the construction of the new facilities and improvements to parks facilities and structures, staff has developed a work plan to fund a long-term renewal and replacement schedule for major repairs and enhancements. To implement this program, a sinking fund will be required for an annual contribution of \$150,000. The FY19 Budget provides funds for the first annual payment.
- **Transfers** - The Budget provides for the transfer of funds to the Capital Projects Fund (\$200,000) for MLOP Master Plan project, and to the Facilities Maintenance Fund (\$299,653) for the General Fund’s portion of Government Center facility maintenance.

### III. FUND BALANCE

In accordance with the Town’s audited financials as reported in the FY 2016-17 Comprehensive Annual Financial Report (CAFR), the General Fund unassigned fund balance at the beginning of FY 2017-18 is \$4,349,056. During the year, Council earmarked/assigned \$836,000 for Hurricane Irma expenses that are not expected to be reimbursed by FEMA, and at the end of the year, FY 2018 operations are estimated to result in a surplus of approximately \$890,852. This increases the General Fund’s unassigned fund balance to \$4,403,908.

The estimated surplus at the end of FY 2017-18 (\$890,852) is mostly from not spending the full amount of litigation reserves, the increase in FPL Franchise Fees. As such, the FY 2018-19 Budget includes \$482,000 carry-over from the prior year fund balance to re-program the litigation reserves (\$400,000), invest in parks system and strategic plan software (\$45,000), social media plan (\$27,000) and election cost (\$10,000). This reduces the unassigned fund balance to \$3,921,908.

The Town's reserve policy ordinance requires that we maintain 15% of budgeted general fund expenditures on hand as a reserve whenever possible. Given that, \$2,660,250 from the fund balance is required to remain as Reserves, which leaves the Town with an undesignated or unrestricted reserve of \$1,261,658.

#### IV. UNFUNDED NEEDS/UNADDRESSED ITEMS

The FY 2018-19 Proposed General Fund Budget does not include funding for various projects and initiatives identified as priorities or are necessary for operational purposes. These include:

- **Merit/Cost of Living Increases \$52,000** – As a result of salary surveys conducted in 2017, an employee retention plan was developed which provided for a 2% cost of living adjustment in 2017 and 2018. This year's budget does not include an across the board adjustment for additional compensation or cost of living increase.
- **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. The goal is to enhance the visual appearance of the neighborhood by removing invasive swale trees and installing native trees consistent with the Town's Tree Management Plan. This project was funded for 2 consecutive years in FY17 and FY18 from general funds (\$166,500) and grant awards (\$33,500) for the removal and replacement of 2/5 of the canopy. Additional funding is required at \$100,000 each year over the next 3 years to complete the program.
- **New Virtual Town Hall (website) \$60,000** – Funding is required to develop and brand Miamilakes-fl.gov as a technology hub for all digital services available to key stakeholders including businesses, residents, visitors, employees and government. This will encourage citizenship engagement, web traffic, social media engagement, reduce walk-in, phone calls and customer service hours.
- **Sustainability Action Plan \$15,000** – A sustainable city is one that builds economic, environmental, and social prosperity while ensuring it has essential resources for future generations. The goal is to reduce energy consumption, conserve resources, support economic growth and enhance quality of life. Funds are required to contract with a consultant to perform a sustainability study to taking steps towards a greener, more resilient and sustainable Miami Lakes.

- **Healthy Miami Lakes Master Plan \$10,000** - 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, use of technology, and safety. 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.

**The total unfunded projects in FY 2018-19 for the General Fund is \$262,000.**

### **SPECIAL REVENUE FUNDS**

**Building Department Fund** – The Building Department’s FY19 Proposed Budget is \$4,814,366. This budget reflects a decrease in revenues of approximately \$518,000 or 18% as the new residential construction and development that began in FY 2016 has begun to taper off. Notwithstanding, construction and development continues to be steady and robust, and as such, we are anticipating \$2.3 million in revenues from building permit activities. The operating cost of the Building Department including staffing and inspections services is \$2,238,986, and the Fund reflects a healthy fund balance of \$2,575,380.

**Impact Fees Fund** – This Fund includes parks, public safety and a contribution in lieu of road impact fees from new developments including Senior Village, Lucida, Royal Oaks Island and the Alari Office Building. Revenues from these developments including carry-over from prior year and interest income are estimated at \$2,391,995 from parks impact fees, \$430,597 from public safety impact fees, and \$641,934 contribution from developer in lieu of road impact fees. The total FY 2018-19 Proposed Budget is \$3,464,523 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 Senior Center Interior Buildout (\$500,000), MLOP Master Plan Implementation (\$328,743), license plate recognition software and mobile speed radar (\$245,000), widening of NW67th Avenue (\$489,934) and the adaptive signalization project (\$152,000). This Fund has a reserve of \$1,748,846.

**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 \$335,000 from Lucida, Royal Oaks Island, 77<sup>th</sup> Court Office Building Alari Office Building Garage development. Funds are appropriated for an update on the alternative to concurrency

system (\$20,500) and a transfer to Capital Projects Fund for construction of Business Park East (NW 60<sup>th</sup> Avenue). This Fund has no reserves.

**People's Transportation Plan** – The total proposed budget for FY 2018-19 is \$1,102,122 and includes 80% share of revenues from the half-cent discretionary sales surtax (\$975,000), prior year carry-over funds (\$122,122) and interest income (\$5,000). 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 (\$324,400), funds for traffic studies as needed and other transportation related activities. A transfer of \$650,000 to the Capital Projects Fund is budgeted for NW 59 Avenue extension project (\$500,000) and the roadway portion of Royal Oaks drainage and roadway improvement (\$150,000). This fund has no reserves.

**Transit** – The budget includes the 20% share of revenues from the half-cent discretionary sales surtax (\$240,000) and prior year carry-over funds (\$144,888) for a total budget of \$384,888. These funds are restricted for transit operations and cover the full cost of operating the on-demand/flex route circulator service, and maintenance of 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 \$28,741.

**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 \$506,940, the Town will maintain the same level of service as the prior year with a reserve of \$111,940.

**Special Taxing Districts** – In 2014, Town residents who were living within special taxing districts in the Town of Miami Lakes expressed interest in transferring these services to the Town with the goal of receiving hometown services. On November 8, 2016, Miami-Dade County voters approved a Charter Amendment authorizing a municipality to act as the governing body for special taxing districts within their municipalities. Once the amendment was approved, the residents of six special taxing districts within the Town presented a petition to be transferred from the County, and the Town Council approved the request on September 5, 2017. On January 21, 2018, elections within the districts' boundaries were conducted via mail-in ballot. All six districts received a majority vote ratifying the transfer to the Town.

The Town organized public meetings with the resident of each district to discuss preferred level of services and the preliminary rates. Their recommendations are included in the Proposed Budget for Fiscal Year 2018-19.



### **DEBT SERVICE FUND**

The Debt Service Fund for FY 2018-19 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 \$370,745 and Federal Direct Payment subsidy (interest reimbursement) estimated at \$179,304.

### **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. For FY 2018-19, investment in transportation projects represent 40% of the Capital Improvement Program, followed by 31% investment in parks and facilities improvements, and 29% investment in stormwater improvements. The Capital Projects Budget totals \$13,394,014 and projects are grouped into the three categories as summarized below:

- **Parks and Facilities Improvements** - Parks capital improvements for FY 2018-19 total \$4,169,398 and include funds to begin construction on MLOP Master Plan (\$3,159,398), for the Senior Center Interior Build-out (\$500,000); ROP LED Light Retrofit of two sports fields (\$250,000); replace roof and air condition unit at MLOP Storage Facility (80,000); Par 3 Park design (\$150,000) and to redevelop the SW vacant parcel at Royal Oaks Park for passive community use (\$30,000). Funds are available from loan proceeds, grant award, Parks Impact Fees and developer's contribution for parks improvements.
- **Transportation Improvements** – Revenue sources for transportation improvements include Local Option Gas Tax, FDOT Grants, County Investment Grant Program, Peoples' Transportation Plan (PTP 80%), Mobility Fees, Developer's Contribution in lieu of Road Impact Fees, Interest Income for a total of \$5,360,149. This amount is appropriated among various projects including NW 59<sup>th</sup> Avenue Extension that includes the Public Works Storage Yard and the Boat Yard (\$2,340,500), complete street implementation at Business Park East on NW 60<sup>th</sup> Avenue (\$1,115,000), construction of Safe Routes to School (\$685,400), Palmetto and NW 67<sup>th</sup> Avenue Widening (\$441,747) in conjunction with Windmill Gate Road improvements (\$190,000), milling and resurfacing of Miami Lakeway South between NE 67<sup>th</sup> Avenue and Lake Candlewood Court (\$200,000), and a study of SMART ideas to improve transportation within the Town (\$50,000).
- **Stormwater Improvements** – Three major projects are budgeted for FY 2018-19: West Lake Drainage and Roadway Improvement- Phase III (\$1,962,500); Royal Oaks Drainage and Roadway Improvement – Phase 1 (\$1,000,000) as well as Phase II of the Canal Bank Stabilization project (\$875,000) on NW 170<sup>th</sup> Street, from the eastern property line of 7831 NW 169 Terrace continuing westbound for approximately 3,200 linear feet. Revenue

sources for these projects include a DHA/FEMA Grant, FDEP Grant, State of Florida legislative appropriation, Stormwater Utility Fees and PTP 80% funds.

### **STORMWATER UTILITY FUND**

Stormwater Utility fees for FY 2018-19 are essentially at the same level as the prior year. The Budget totals \$1,321,351 and includes an appropriation to acquire an asset management software (\$44,000) and a transfer to the Capital Projects Fund (\$350,000) towards funding Royal Oaks Drainage and Roadway Improvement project.

### **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 Department Fund. The FY 2018-19 Budget totals \$344,429.

### **Conclusion**

We are pleased to present a structurally balanced budget that provides a responsible allocation of public resources that maintains the Town of Miami Lakes as a safe, attractive and vibrant community. This budget 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, and the Town's capital infrastructure must be maintained and improved. 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 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.



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

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*Town of Miami Lakes FY 2018-19 Proposed Budget*

*Town of Miami Lakes*

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**Mayor and Town Council**

Manny Cid, Mayor

Frank Mingo, Vice Mayor

Luis Collazo, Councilmember

Tim Daubert, Councilmember

Cesar Mestre, Councilmember

Nelson Rodriguez, Councilmember

Marilyn Ruano, Councilmember

**Appointed Officials**

Alex Rey, Town Manager

Gina Inguanzo, Town Clerk

Raul Gastesi, Esq., Town Attorney

**Senior Personnel**

Carlos Acosta, Public Works Director

Clarisell de Cardenas, Community Outreach Director

Ismael Diaz, Chief Financial Officer

Tony Lopez, Chief of Operations

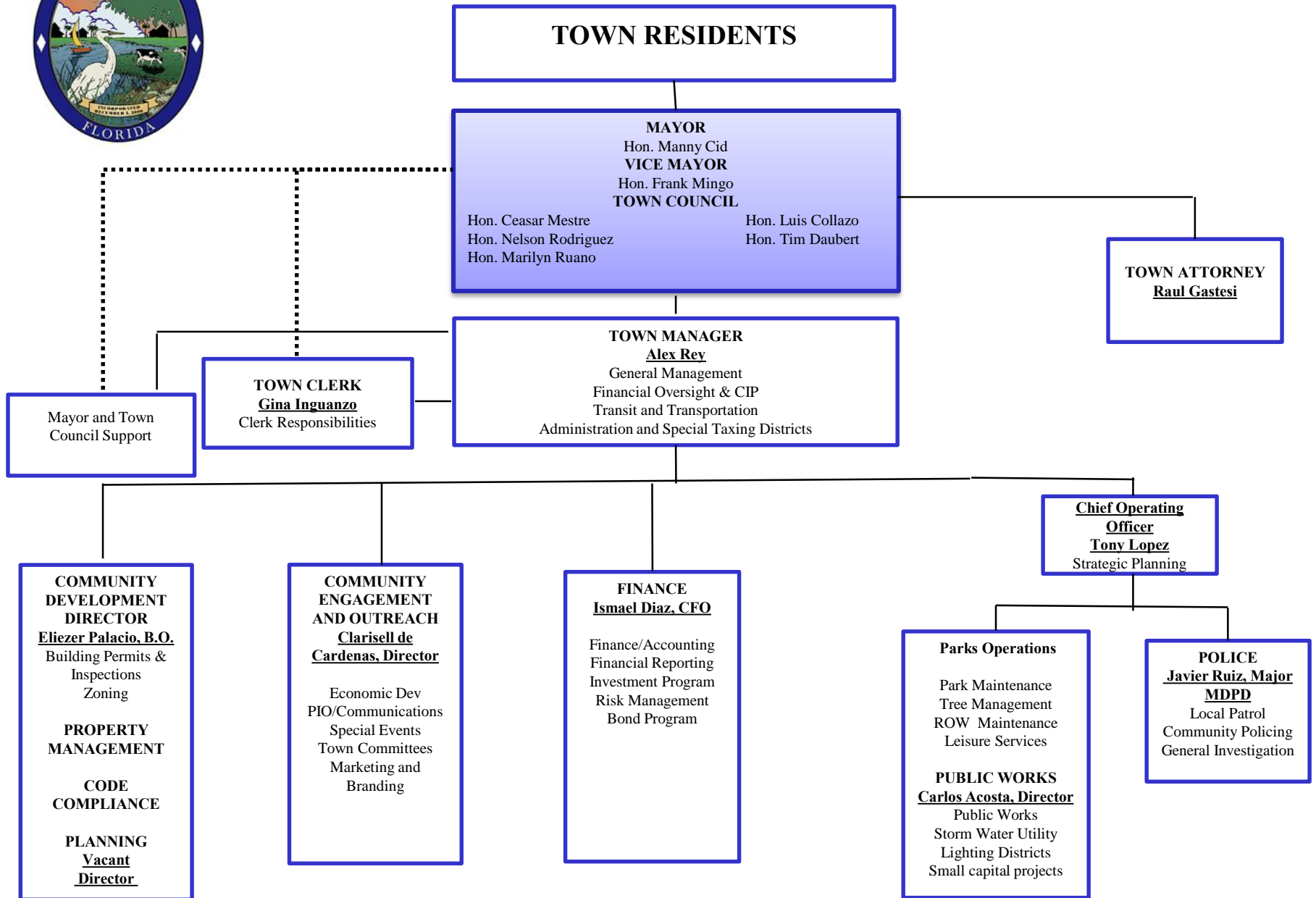
Javier Ruiz, Major – Miami-Dade Police Department

Eliezer Palacio, Building Official

*Mayor - Council - Manager Form of Government*

*Town of Miami Lakes*

**FUNCTIONAL ORGANIZATIONAL CHART**



# TOWN OF MIAMI LAKES

## Positions by Department

	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Comments
<b>Mayor and Town Council</b>						
<i>Full Time</i>						
Assistant to the Mayor	1	1	1	1	1	
Assistant to the Council/Deputy Town Clerk	1	1	1	1	1	
<b>FT Sub-Total</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	
<b>Town Clerk</b>						
<i>Full Time</i>						
Town Clerk	1	1	1	1	1	
<b>FT Sub-Total</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	
<i>Part Time</i>						
Deputy Town Clerk	1	0	0	0	0	
<b>PT Sub-Total</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Town Administration</b>						
<i>Full Time</i>						
Town Manager	1	1	1	1	1	
Deputy Town Manager	0.5	1	1	1	1	
Chief Financial Officer	1	1	1	1	1	
Administration Services Manager	1	1	1	1	1	
Strategic & Performance Improvement Manager	0	0	0	0	1	
Comptroller/Senior Accountant	1	1	1	1	1	
Budget Manager	1	1	1	1	1	
Accountant	1	1	1	1	1	
Procurement Specialist/Secretary	2	1	1	1	1	
Procurement Manager	1	1	1	1	0	
Assistant to the Town Manager	1	1	1	1	1	
Special Projects Manager	0	0	0	0	1	New position for Special Taxing Districts
Accounting Technician	0	0	1	1	1	
Grantswriter	1	1	1	1	1	
<b>FT Sub-Total</b>	<b>11.5</b>	<b>11</b>	<b>12</b>	<b>12</b>	<b>13</b>	
<i>Part Time</i>						
HR Specialist	1	1	1	1	1	
Receptionist	0	0	1	1	1	
<b>PT Sub-Total</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	
<b>Building and Zoning</b>						
<i>Full Time</i>						
Building Official	1	1	0	0	0	
Chief Building Inspector	1	1	0	0	0	
Senior Building Inspector	1	1	0	0	0	
Permit Clerk Supervisor	1	1	0	0	0	
Permit Clerk	3	3	0	0	0	
Facilities Maintenance Coordinator	1	1	0	0	0	
Records Management - Scanning	1	1	0	0	0	
<b>FT Sub-Total</b>	<b>9</b>	<b>9</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<i>Part Time</i>						
Zoning Official	1	1	2	2	2	
Permit Clerk	1	0	0	0	0	
<b>PT Sub-Total</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>2</b>	
<b>Code Compliance</b>						
<i>Full Time</i>						
Director of Administration	0.5	0	0	0	0	
Code Compliance Manager	1	1	1	0.5	0.5	Partially funded in Building Department
Code Compliance Supervisor	0	0	0	1	1	
<b>FT Sub-Total</b>	<b>1.5</b>	<b>1</b>	<b>1</b>	<b>1.5</b>	<b>1.5</b>	



# TOWN OF MIAMI LAKES

## Positions by Department

	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Comments
<b>SPECIAL REVENUE FUND - TRANSPORTATION</b>						
<i>Full Time</i>						
Senior Transportation Manager	0	0	1	1	1	
Transit Coordinator	1	1	0	0	0	
<b>FT Sub-Total</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	
<b>BUILDING FUND</b>						
<i>Full Time</i>						
Building Official	0	0	1	1	1	
Chief Building Inspector	0	0	1	1	1	
Senior Building Inspector	0	0	1	1	1	
Building Inspector 1	0	0	0	1	1	
Permit Clerk Supervisor	0	0	1	1	1	
Code Compliance Manager	0	0	0	0.5	0.5	Partially funded in Code Compliance
Permit Clerk	0	0	3	4	4	
Records Management - Scanning	0	0	1	1	1	
Receptionist	0	0	0	0	1	
Office Specialist	0	0	0	1	1	
<b>FT Sub-Total</b>	<b>0</b>	<b>0</b>	<b>8</b>	<b>11.5</b>	<b>12.5</b>	
Part Time Building Inspectors and Plan Reviewers	based on hours	based on hours	based on hours	based on hours	based on hours	
<b>STORMWATER UTILITY FUND</b>						
<i>Full Time</i>						
Public Works Director	0	0.5	0.5	0.5	0.5	Partially funded in Public Works
Public Works Manager	1	0	0	1	0.5	Partially funded in Public Works
Stormwater Analyst/Office Specialist	0	1	1	1	0	Transferred to Public Works
Vacuum Truck Driver	1	1	1	1	1	
Vacuum Truck Driver Assistant	1	1	1	1	1	
<b>FT Sub-Total</b>	<b>3</b>	<b>3.5</b>	<b>3.5</b>	<b>4.5</b>	<b>3</b>	
<b>FACILITY MAINTENANCE FUND</b>						
<i>Full Time</i>						
Facility Maintenance Coordinator	0	0	1	1	1	
<b>FT Sub-Total</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>1</b>	





## **General Fund**

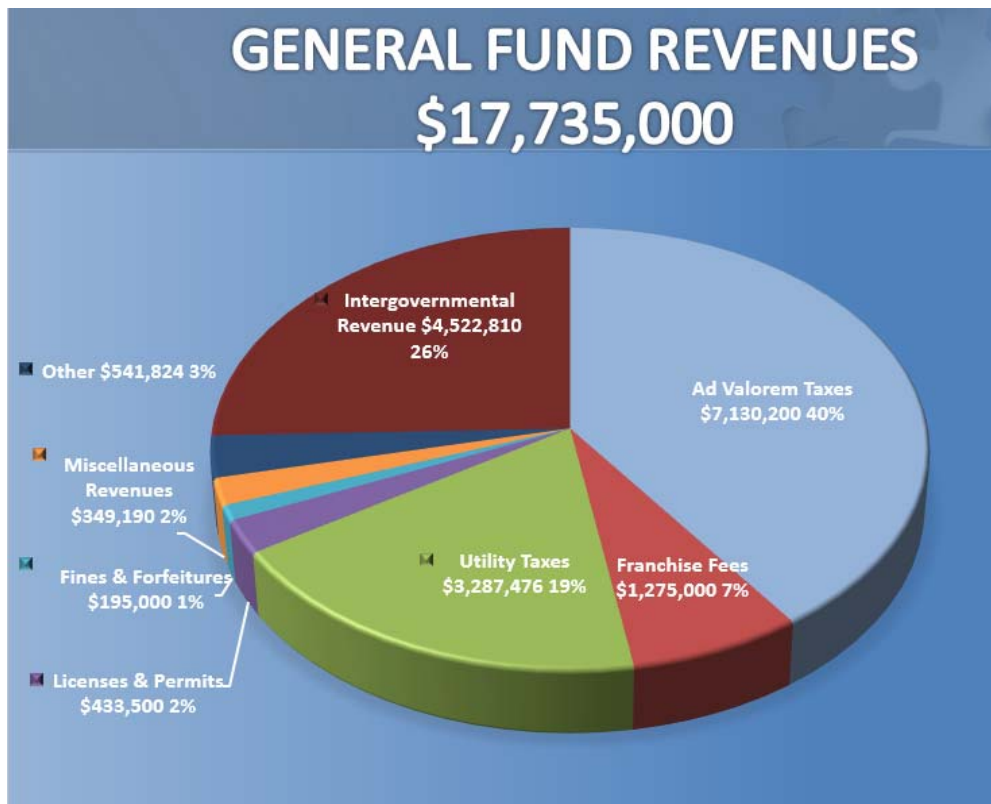
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# Town of Miami Lakes FY 2018-19 Proposed Budget

## General Fund Revenue Detail

The Proposed General Fund Operating Revenue Budget for Fiscal Year 2018-19 is \$17,735,000, an increase of \$692,676 or 4.1% as compared to the prior year's Amended Budget. The Budget includes \$482,000 carry-over funds from the prior year which is allocated for litigation reserves (\$400,000), parks system and strategic plan software investment (\$45,000), social media plan (\$27,000), and balance from not holding special elections in August due to Seat 3 went unopposed. This excludes the remaining unassigned fund balance \$3,921,908. The increase in the General Fund Proposed Operating Budget as compared to the prior year Amended Budget is a net result of taxable value increase effect on Ad Valorem (\$436,100 or 6.4%) and FPL Franchise Fees (\$350,000 or 27.5%), offset by a decrease in Planning and Zoning Fees and staff cost recovery credits due to most new developments have passed the planning stage and are now in the construction phase.

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



# Town of Miami Lakes FY 2018-19 Proposed Budget

## 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 2017 Comprehensive Annual Financial Report shown below, the Town historically collects between 93% and 95% of Ad Valorem taxes levied. In FY 2017, the Town collected a record high of 99.84% in 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 could potentially overestimate the expected Ad Valorem revenue; however, per Florida Statute, the Town is required to budget no less than 95%.

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

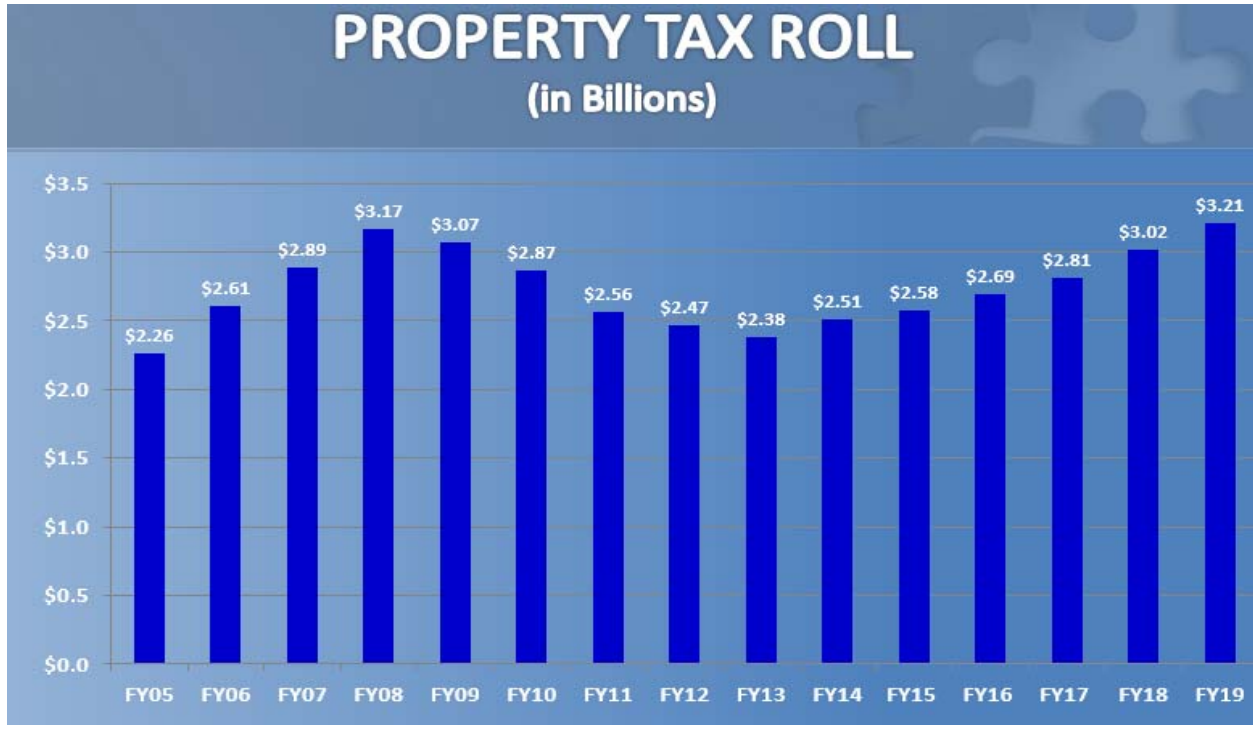
Fiscal Year ended September 30,	Taxes Levied for the Fiscal Year	Collected within the Fiscal Year of the Levy		Collections in Subsequent Years	Total Collections To Date	
		Net Amount Levied	Percentage of Levy		Amount	Percentage of Levy
2008	7,840	7,348	93.72%	80	7,428	94.74%
2009	7,840	7,384	94.19%	50	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	5,872	92.78%	95	5,967	94.28%
2017	6,277	6,164	98.20%	103	6,267	99.84%

Source: Miami-Dade County Property Tax Collector

### Property Tax Roll Value

The tax roll for Town of Miami Lakes as certified by the Property Appraiser on July 1, 2018 reflects a gross taxable value of \$3,213,878,488, which includes an increase of \$66,873,140 in new construction, additions, deletions and rehabilitative improvements. As compared to the certified taxable value for the previous year of \$3,017,332,354, this amount reflects an increase in gross taxable value of \$196,546,134 or 6.5%. As seen in the chart below, property values have been steadily climbing which is indicative of continuous economic recovery and growth.

## Town of Miami Lakes FY 2018-19 Proposed Budget

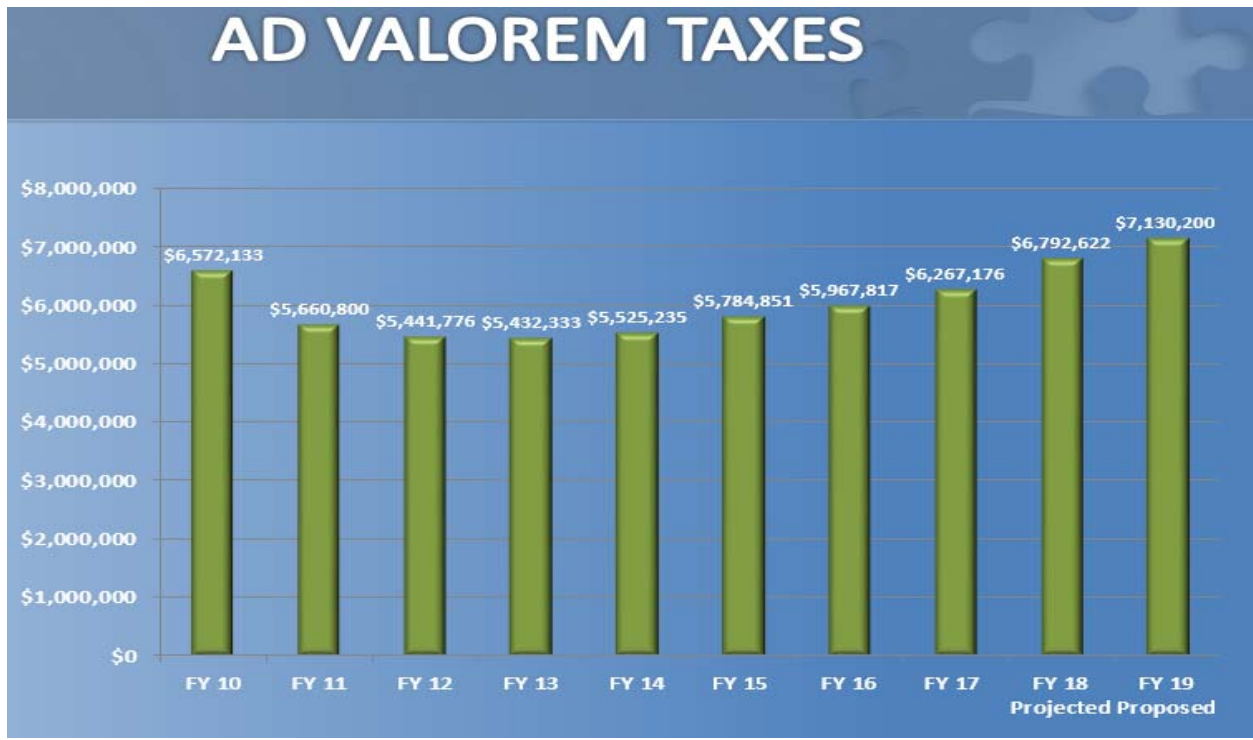
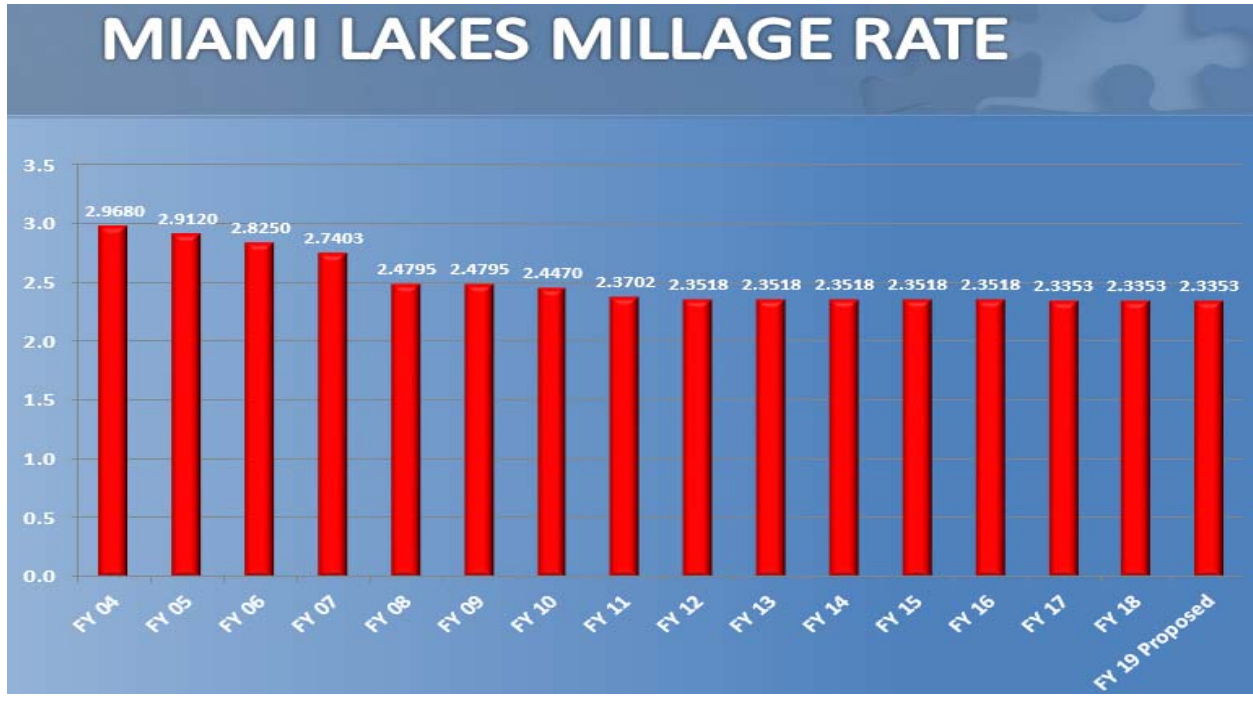


### Millage Rate

The millage rate proposed for FY 2018-19 is 2.3353 mills, which is \$2.3353 per \$1,000 of assessed property value. This is the same rate as the prior year's adopted millage rate, and the seventh lowest rate in Miami-Dade County as compared to the other municipal rates. This rate will generate approximately \$7,130,200 of ad valorem revenue budgeted at 95% collection rate.

The proposed millage rate is 5.24% higher than the rolled-back rate of 2.2190. 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 2.2190 would generate \$355,085 less in ad valorem revenue than the proposed millage rate of 2.3353.

## Town of Miami Lakes FY 2018-19 Proposed Budget



# Town of Miami Lakes FY 2018-19 Proposed Budget

## Franchise Fees - Electricity

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.

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 2014, 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%, and further decreased another \$220,000 or 20% in FY 2017. Based on the prior year's revenue, FY 2018-19 Franchise Fee is budgeted at the same rate of \$1,275,000 which is primarily due to the FPL's rate increase effective January 2017.

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.





# *Town of Miami Lakes FY 2018-19 Proposed Budget*

## ***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 \$3,287,476.

### **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 2018-19 estimated net revenue is \$2,812,476, a 3.3% increase as compared to the prior year's projection, resulting from the Public Service Commission's approval of FPL's rate-hike settlement effective January 2017 over a period of 3 years.

### **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 2018-19 revenue is estimated at \$410,000 or a 1.5% increase over the prior year's projection.

### **Utility Service Tax - Gas**

The Gas Utility Tax is also derived from a 10% tax levied on each customer's gas bill that receives metered or bottled gas service within the boundaries of the Town and is expected to generate \$65,000 in revenues for FY 2017-18, approximately the same level as the prior year's projection.

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

## Town of Miami Lakes FY 2018-19 Proposed Budget



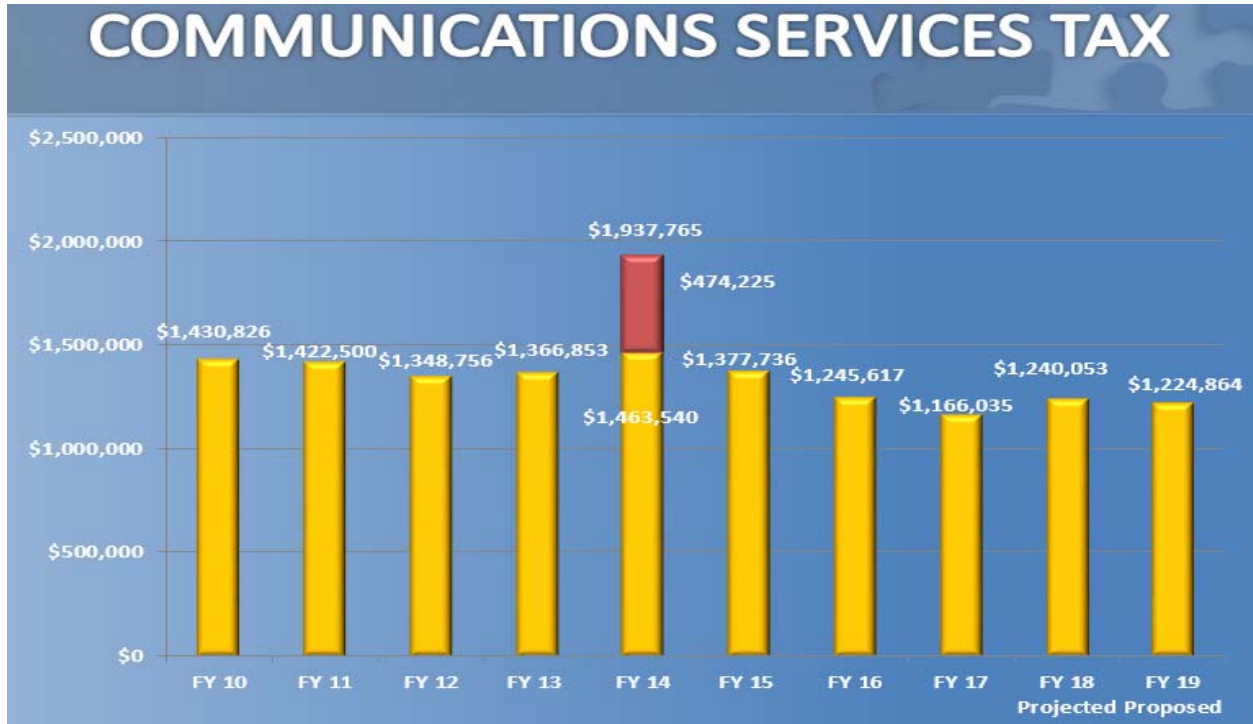
### Communications Services Tax

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 7% 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 2018-19 the Town anticipates gross revenues in the amount of \$1,224,864.



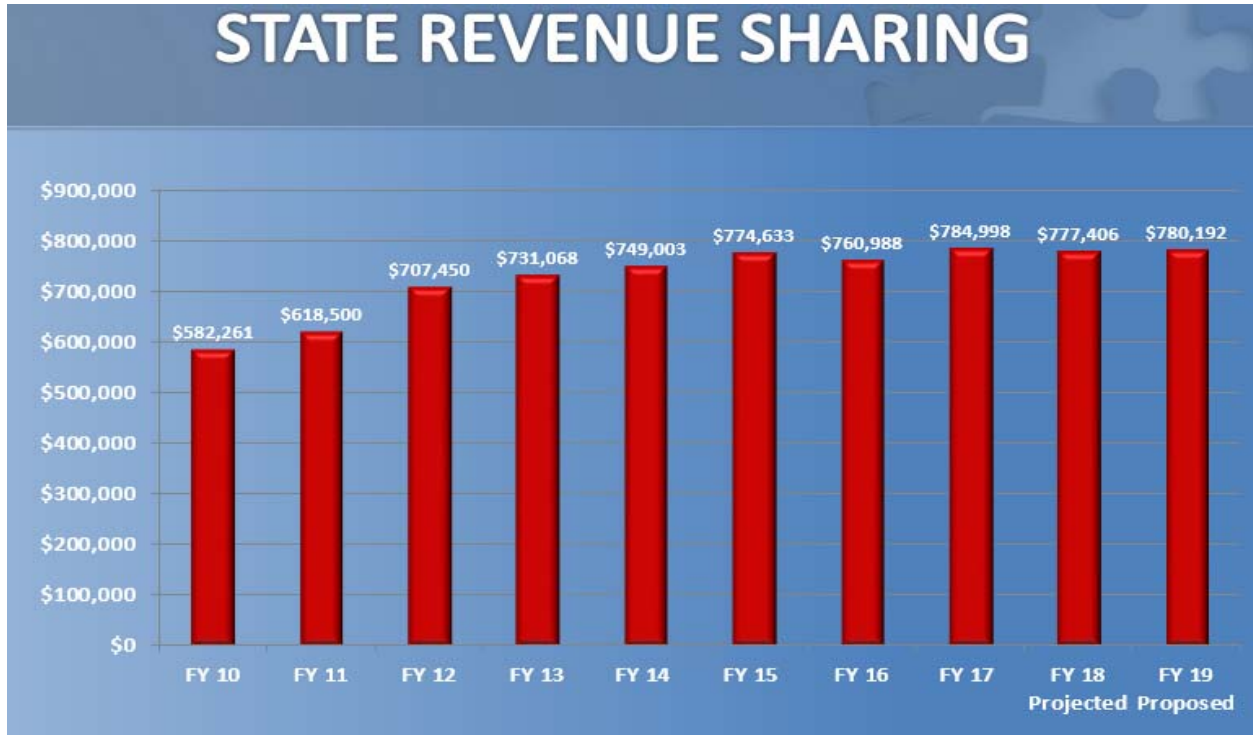
## Town of Miami Lakes FY 2018-19 Proposed Budget



### State Sharing Revenue

The State Revenue Sharing program was created by the State Legislature to ensure a minimum level of revenue parity across units of local government. It includes a percentage of sales tax and the Special Fuel and Motor Fuel Use Tax. The Town anticipates receiving \$790,190 in FY 2018-19 based on the Florida Department of Revenue estimate, a very slight increase from prior year's projection.

## Town of Miami Lakes FY 2018-19 Proposed Budget



### *Alcoholic Beverage Tax*

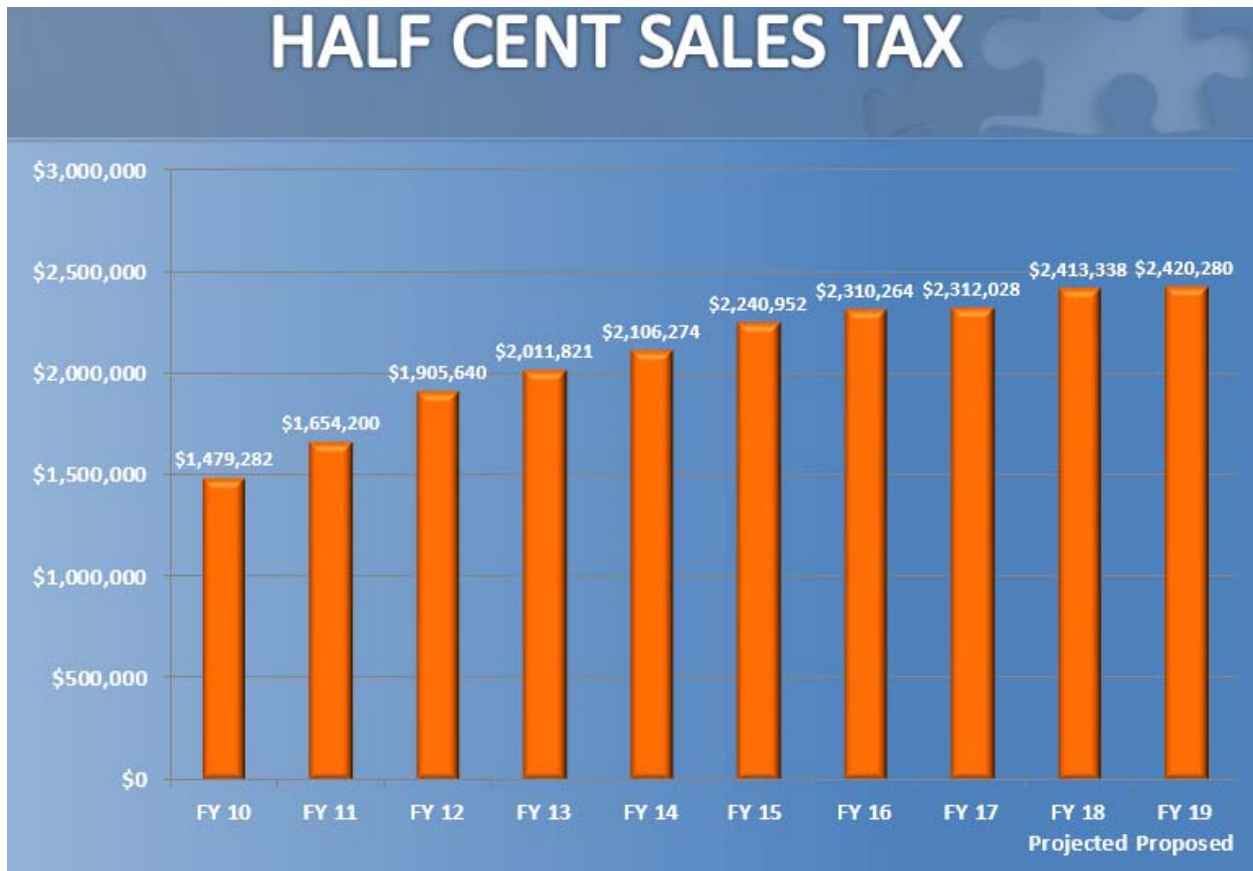
The Alcoholic Beverage Tax represents a portion of the annual state license tax levied on manufacturers, distributors, vendors, brokers, sales agents, and importers of alcoholic beverages and collected within a municipality in Florida. The taxes imposed under FS 561.14(6), 563.02, 564.02, 565.02(1), (4), and (5), and 565.03, are subject to having a portion redistributed to eligible municipalities. The Town anticipates receiving approximately \$20,000 in FY 2018-19, approximately the same as the prior year's projections.

## Town of Miami Lakes FY 2018-19 Proposed Budget

### 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 2018-19 Budget is \$2,420,280, a slight 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 2018-19. 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.

## *Town of Miami Lakes FY 2018-19 Proposed Budget*

### *Zoning Permits and Fees*

The estimated revenue for FY 2018-19 includes zoning fees, hearings, verification letters, site plan review fees, fine violations and staff cost for a total of \$176,500. The fee structure for zoning permits is designed to off-set the cost of providing these zoning services.

### *Public Works Permit*

With the implementation of review fees for public works permits, the Town estimates collecting \$35,000 in revenues based on the prior year's trend.

### *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 2018-19 are anticipated at \$62,000 which accounts for the cost of administering the program.

With the implementation of the false alarm program, over the past two years the Town continues to experience reductions 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 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

## *Town of Miami Lakes FY 2018-19 Proposed Budget*

Traffic fines, Parking fines, Misdemeanor fines and Law Enforcement Training Fund (L.E.T.F.). Revenues for FY 2018-19 are estimated at \$35,000.

### *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 for FY 2018-19.

### *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 \$32,000, approximately the same amount as the prior year's projections.

### *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 in FY 2019. Revenues are budgeted at \$133,000.

**TOWN OF MIAMI LAKES  
FY 2018-19 PROPOSED BUDGET  
GENERAL FUND REVENUE**

ACCOUNT NAME/DESCRIPTION	FY2015-16 ACTUALS	FY2016-17 ACTUALS	FY2017-18 ADOPTED BUDGET	FY2017-18 REVISED BUDGET	FY2017-18 YEAR-END PROJECTION	FY2018-19 PROPOSED BUDGET	BUDGET COMMENTS
<b>Ad Valorem Taxes</b>							
Current Ad Valorem Taxes	\$ 5,510,783	\$ 5,767,274	\$ 6,694,100	\$ 6,694,100	\$ 6,285,092	\$ 7,130,200	Based on estimated tax roll of \$3.2 billion at the current tax rate of 2.3353 @95%
Current Ad Valorem Taxes - Pers. Prop.	361,816	397,043	-	-	381,356	-	
Delinquent Ad Valorem Taxes	95,217	102,860	-	-	126,175	-	
<b>Sub-total: Taxes</b>	<b>\$ 5,967,817</b>	<b>\$ 6,267,176</b>	<b>\$ 6,694,100</b>	<b>\$ 6,694,100</b>	<b>\$ 6,792,622</b>	<b>\$ 7,130,200</b>	
<b>Franchise Fees</b>							
Franchise Fees - Electricity	\$ 1,179,362	\$ 925,699	\$ 925,000	\$ 925,000	\$ 1,272,507	\$ 1,275,000	Based on FY 18 Projected Revenues
<b>Sub-total: Franchise Fees</b>	<b>\$ 1,179,362</b>	<b>\$ 925,699</b>	<b>\$ 925,000</b>	<b>\$ 925,000</b>	<b>\$ 1,272,507</b>	<b>\$ 1,275,000</b>	
<b>Utility Service Tax</b>							
Utility Service Tax - Electricity	\$ 2,492,707	\$ 2,548,480	\$ 2,809,213	\$ 2,809,213	\$ 2,721,482	\$ 2,812,476	Net of Debt Service Payment of \$372,745
Utility Service Tax - Water	384,834	416,688	425,000	425,000	404,112	410,000	Based on prior year's trends
Utility Service Tax - Gas	79,781	67,864	75,000	75,000	63,648	65,000	Based on prior year's trends
<b>Sub-total: Utility Services Tax</b>	<b>\$ 2,957,322</b>	<b>\$ 3,033,033</b>	<b>\$ 3,309,213</b>	<b>\$ 3,309,213</b>	<b>\$ 3,189,242</b>	<b>\$ 3,287,476</b>	
<b>Intergovernmental Revenues</b>							
Communications Service Tax	\$ 1,245,617	\$ 1,166,035	\$ 1,294,000	\$ 1,294,000	\$ 1,240,053	\$ 1,224,864	Based on state revenue estimates
State Revenue Sharing	760,988	784,998	810,000	810,000	777,406	780,190	Based on state revenue estimates
Alcoholic Beverage License	17,701	14,470	18,000	18,000	20,486	20,000	Based on prior year's trends
Disaster - Hurricane Irma	-	528,635	-	-	-	-	
Grants - Byrne Grant	8,431	9,125	3,600	3,600	900	1,800	Pending grant agreement with County
Grants - VARIOUS	38,500	-	5,500	5,500	-	5,500	Potential grant funding from US Conference of Mayors to offset membership and conference
School Board Contribution for Public Safety						70,176	Pass through Grant for School Resource Officers - 2 Schools @ \$35,088 each
Half-cent Sales Tax	2,310,264	2,312,028	2,380,000	2,380,000	2,413,338	2,420,280	Based on state revenue estimates
<b>Sub-total: Intergovernmental</b>	<b>\$ 4,381,501</b>	<b>\$ 4,815,291</b>	<b>\$ 4,511,100</b>	<b>\$ 4,511,100</b>	<b>\$ 4,452,182</b>	<b>\$ 4,522,810</b>	

**TOWN OF MIAMI LAKES  
FY 2018-19 PROPOSED BUDGET  
GENERAL FUND REVENUE**

ACCOUNT NAME/DESCRIPTION	FY2015-16 ACTUALS	FY2016-17 ACTUALS	FY2017-18 ADOPTED BUDGET	FY2017-18 REVISED BUDGET	FY2017-18 YEAR-END PROJECTION	FY2018-19 PROPOSED BUDGET	BUDGET COMMENTS
<b>Permits &amp; Fees</b>							
Building Permits - Technology Fee	\$ 159,583	\$ -	\$ -	\$ -			Moved to Building Fund
Building Permits - Lost Plans	9,739	-	-	-			Moved to Building Fund
Building Permits	1,207,873	-	-	-			Moved to Building Fund
Building Permits - Violation Fee	65,225	-	-	-			Moved to Building Fund
<b><u>Building Department Revenues:</u></b>	<b>1,442,419</b>	<b>-</b>	<b>-</b>				
Local Business Licenses: TOML	109,769	100,576	120,000	120,000	113,334	120,000	Based on prior year's trends
Local Business Licenses: County	37,219	39,301	40,000	40,000	37,411	40,000	Based on prior year's trends
False Alarm Fees	82,567	63,281	65,000	65,000	52,090	62,000	Based on prior year's trends
Zoning Hearings	16,779	9,200	14,000	14,000	7,833	9,500	Based on prior year's trends
Administrative Site Plan Review	1,050	500	1,000	1,000	950	1,000	Based on prior year's trends
Zoning Letters	4,950	6,050	5,000	5,000	10,283	11,000	Based on prior year's trends
Zoning Fees	116,957	161,380	125,000	125,000	142,000	120,000	Based on prior year's trends
Staff Costs	5,486	16,499	5,000	132,835	13,000	5,000	Based on prior year's trends
Fine Violation Interest	23,328	46,847	30,000	30,000	30,000	30,000	Based on prior year's trends
Administrative Variances	350	-	-	-			Based on prior year's trends
<b><u>Planning Department Revenues:</u></b>	<b>398,456</b>	<b>443,634</b>	<b>405,000</b>	<b>532,835</b>	<b>406,901</b>	<b>398,500</b>	
Public Works Permits	38,384	103,484	65,000	65,000	37,567	35,000	Based on prior year's trends
<b>Sub-total: Permits &amp; Fees</b>	<b>\$ 1,879,259</b>	<b>\$ 547,118</b>	<b>\$ 470,000</b>	<b>\$ 597,835</b>	<b>\$ 444,468</b>	<b>\$ 433,500</b>	
<b>Fines &amp; Forfeitures</b>							
Police Traffic Fines	25,892	25,305	25,000	25,000	27,428	25,000	Based on prior year's trends
Police - L.E.T.F.	-	2,897	-	-	2,075	2,000	Based on prior year's trends
Public School Crossing Guards	36,278	37,477	35,000	35,000	35,209	35,000	Based on prior year's trends
Code Violation Fines	142,184	153,884	125,000	125,000	114,610	125,000	Based on prior year's trends

**TOWN OF MIAMI LAKES  
FY 2018-19 PROPOSED BUDGET  
GENERAL FUND REVENUE**

ACCOUNT NAME/DESCRIPTION	FY2015-16 ACTUALS	FY2016-17 ACTUALS	FY2017-18 ADOPTED BUDGET	FY2017-18 REVISED BUDGET	FY2017-18 YEAR-END PROJECTION	FY2018-19 PROPOSED BUDGET	BUDGET COMMENTS
Lien Amnesty	67,329	-	-	-			Program terminated
Police Parking Fines	12,371	5,324	15,000	15,000	6,337	8,000	Based on prior year's trends
<b>Sub-total: Fines &amp; Forfeitures</b>	<b>\$ 284,054</b>	<b>\$ 224,887</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>	<b>\$ 185,660</b>	<b>\$ 195,000</b>	
<b>Miscellaneous Revenues</b>							
Interest Income	\$ 22,703	\$ 41,214	\$ 32,000	\$ 32,000	\$ 40,000	\$ 50,000	Interest earnings allocated by Fund type, expected total \$150,000
Other Charges & Fees - Clerk's	8,954	3,804	3,000	3,000	2,390	2,390	Based on prior year's trends
Lobbyist Registration	4,125	7,875	2,000	2,000	7,250	7,000	Based on prior year's trends
Park - Services & Rental Fees	83,696	92,089	118,000	118,000	118,000	118,000	Based on first year estimate
Revenue Sharing Programs	40,668	35,513	35,000	35,000	15,000	15,000	Per revenue sharing agreement with provider
Lien Inquiry Letters	38,300	35,977	36,000	36,000	32,320	32,000	Based on prior year's trends
FDOT - Landscape Maintenance	5,784	5,786	5,784	5,784	5,788	5,800	Pursuant to State agreement
Contributions and Donations	1,885,499	50,249	16,000	26,850	53,017	46,000	Anticipated Donations for Committees (\$40,000), State of the Town Address (\$5,000) and Toy Drive (\$1,000)
Insurance Claims	-	509,352	-	-	60,221	72,000	Calculated based on 30% of payments of \$400,000, minus 40% for attorney
Miscellaneous Revenues - Other	7,761	2,778	1,000	1,000	441	1,000	Based on prior year's trends
<b>Sub-total: Miscellaneous Revenues</b>	<b>\$ 2,097,490</b>	<b>\$ 784,637</b>	<b>\$ 248,784</b>	<b>\$ 259,634</b>	<b>\$ 334,427</b>	<b>\$ 349,190</b>	
<b>Interfund &amp; Equity Transfers</b>							
Prior Year Carry Over Funds	-	-	500,000	545,442	545,442	482,000	FY19 Litigation Reserve (\$400,000), Election (\$10,000), Social Media Plan (\$27,000), Park System Software (\$30,000) and Strategic Plan Software (\$15,000). FY18 includes carryover funds for Legal Fees (\$500,000), annual leave cash-out (\$15,000), phone system upgrade (\$20,442) and committee donations (\$10,000)
Interfund transfers from Special Revenue Fund	-	175,106	-	-	-	59,824	Developer's Contribution for educational purposes to offset SRO's additional overtime in schools. FY17 Transfer from PTP 20% Transit as per 2016 CITT Audit



**TOWN OF MIAMI LAKES  
FY 2018-19 PROPOSED BUDGET  
GENERAL FUND REVENUE**

ACCOUNT NAME/DESCRIPTION	FY2015-16 ACTUALS	FY2016-17 ACTUALS	FY2017-18 ADOPTED BUDGET	FY2017-18 REVISED BUDGET	FY2017-18 YEAR-END PROJECTION	FY2018-19 PROPOSED BUDGET	BUDGET COMMENTS
Interfund transfers from Capital Projects	-	111,416	-	-	-	-	FY17 Reversal of carryforward funding for generator and enclosure back to the General Fund.
Interfund transfers from Disaster Fund			-		16,950		
<b>Sub-total: Contributions</b>	\$ -	\$ 286,522	\$ 500,000	\$ 545,442	\$ 562,392	\$ 541,824	
<b>Total Income: General Fund</b>	<b>\$ 18,746,804</b>	<b>\$ 16,884,363</b>	<b>\$ 16,858,197</b>	<b>\$ 17,042,324</b>	<b>\$ 17,233,500</b>	<b>\$ 17,735,000</b>	

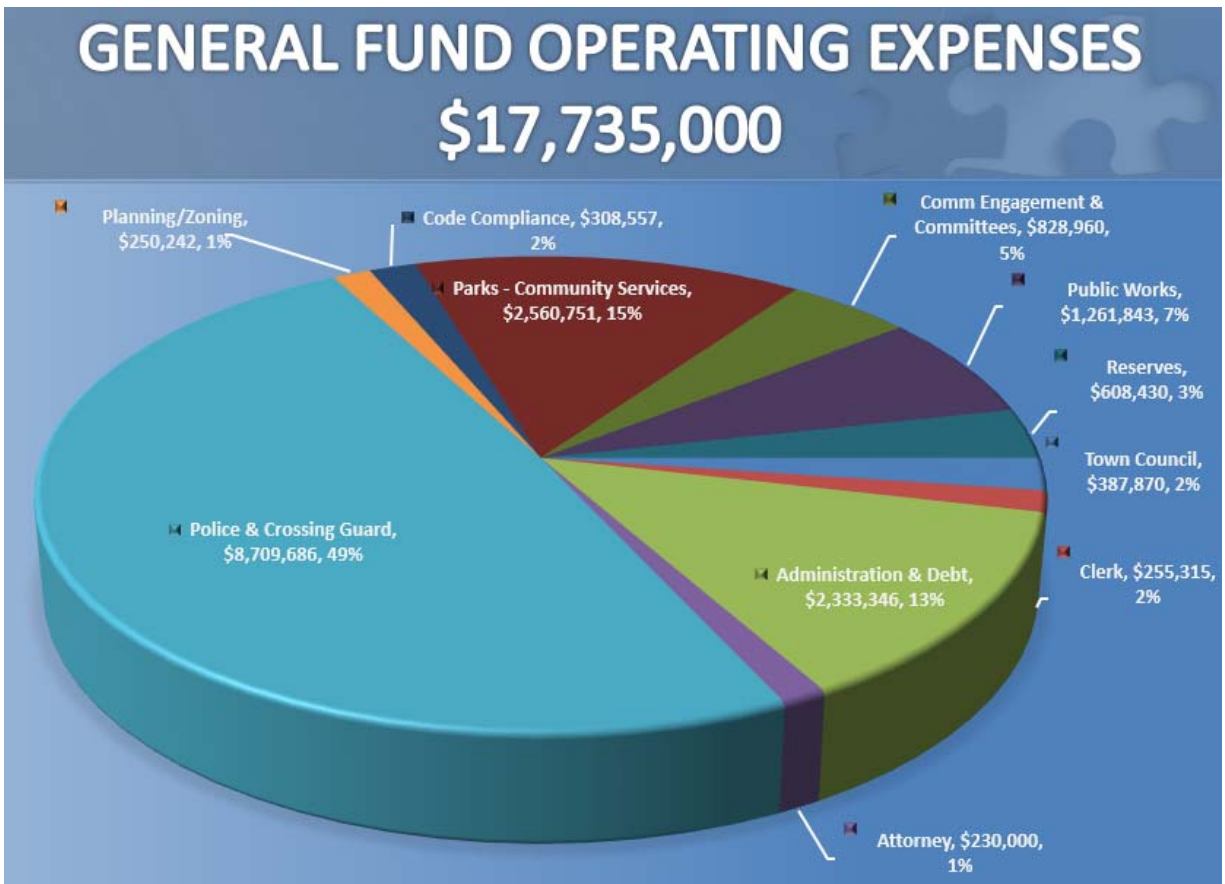
# Town of Miami Lakes FY 2018-19 Proposed Budget

## General Fund Expenditure Detail

### General Fund

The FY 2018-19 Proposed General Fund Operating Expenditure Budget is \$17,735,000, an increase of \$692,676 or 4.1% from FY 2017-18 Amended Budget. As compared to the prior year's expenditure projections, the FY 2018-19 reflects an increase of \$1,392,352 or 8.6%. This is attributed to the increase in public safety services (\$435,515), reprogramming the reserves for litigation (\$400,000), allocation of sinking fund for renewal and replacement (\$150,000), an allocation for MLOP Master Plan capital improvement (\$200,000), reclassifying 1.5 FTE positions to Public Works Administration Department (\$110,910), reinstatement of tree trimming services (\$125,000), and a reduction in QNIP debt service (\$104,568). All other General Fund Departments reflect a net increase of \$75,495 in FY 2018-19.

The Chart below depicts the General Fund Operating Expenses by Department.



## *Town of Miami Lakes FY 2018-19 Proposed Budget*

### *Mayor and Town Council*

The FY 2018-19 Proposed Budget for the Town Council is \$387,870, which represents a net increase of \$24,159 or 6.6% from FY 2018 year-end projection. This is primarily a result of an anticipated 15% increase in health insurance (\$15,165), and 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. Other recurring expenses are essentially at the same level as prior years. The Budget assumes a Consumer Price Index (CPI) adjustment of 2.3% for Councilmember's stipends.

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### *Office of the Town Clerk*

The Proposed Budget for the Office of the Town Clerk is \$255,315, which represents a net increase of \$99,319 or 64% from the FY 2018 year-end projection. This is primarily due to the cost for General elections for 3 seats on the Council (\$25,000), and mail-in ballot for bond approval (\$25,000), as well as the upgrade of the Agenda Manager software to include video capture directing, live streaming, indexing and closed captioning for ADA compliance (\$65,228). Other recurring expenses are essentially at the same level as prior years.

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### *Town Attorney*

The FY 2017-18 Proposed Budget for the Town Attorney is \$230,000 which represents a net decrease of \$90,000 or 28% as compared to the prior year's projection. 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 \$400,000 to Litigation Reserves in Non-Departmental is included in the FY 2019 Budget for the potential settlement of legal fees in the case of Michael Pizzi vs Town of Miami Lakes.

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### *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 2018-19 Budget for Administration including transfers is \$2,324,491. This represents a 7.3% or \$157,892 increase in expenses as compared to the prior year's projection mainly

## *Town of Miami Lakes FY 2018-19 Proposed Budget*

due to an allocation of \$200,000 for MLOP Master Plan project, described in the Capital Projects Fund section of the Budget.

Other significant changes to the FY 2018-19 Administration Budget include: 1) the addition of one new full-time position whose role will include management of the newly acquired six (6) Special Taxing Districts, offset by the Districts' overhead expenses for administrative support; 2) 9 months allocation of salary and benefits for the currently vacant Deputy Town Manager position, a savings of approximately \$39,000; 3) 15% increase in group health insurance (\$36,909); 4) a modest increase in FRS contribution from 7.92% to 8.26%; and 5) decrease in travel, education and training (\$18,854) for FY 2019.

The Proposed Budget for Information Technology, a subsection of Administration, is \$344,888 which is \$19,148 or 6% more than the FY 2018 year-end projection. Per the Town's IT Master Plan, investments in information technology hardware and software for redundancy and security includes an upgrade to our parks system and strategic plan software (\$45,000), as well as replacement servers, laptops, workstations and network storage peripherals (\$45,000). The Budget also includes funds for the annual cost of the various network warranties, software and security licenses (\$108,168), phone system, internet, website and mobile support (\$32,060). Contractual services for core IT service and support is also included in the Budget.

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 (\$206,657). In addition, the Town maintains a reserve for committees' future donations in Administration (\$40,000).

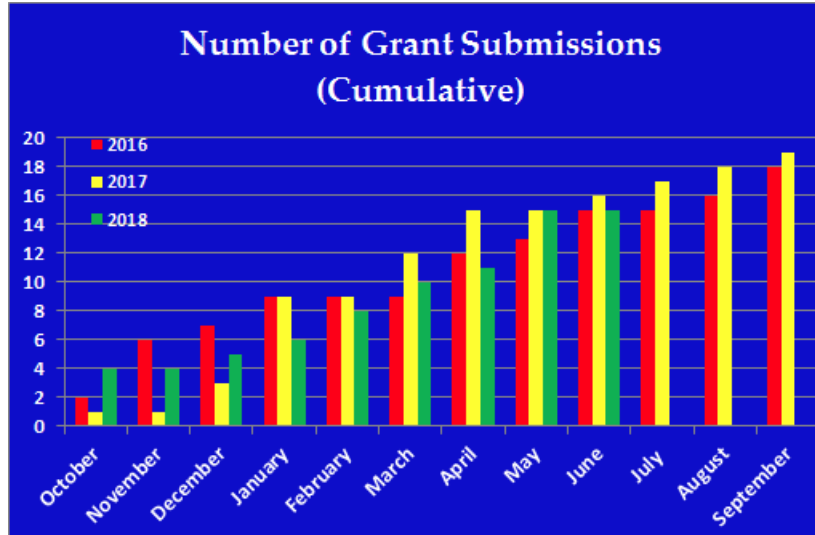
Other recurring expenses are essentially at the same level as prior years.

### *Performance Measures*

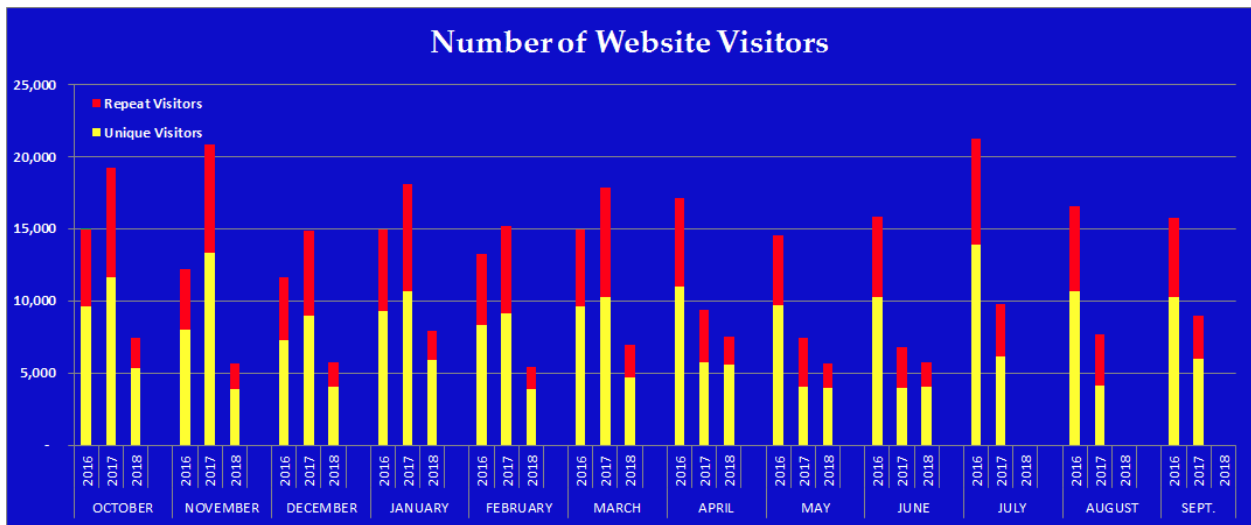
to the Town's website.

Workload metrics for Administration include, but are not limited to, the number of grant submissions as well as the numbers of visitors

# Town of Miami Lakes FY 2018-19 Proposed Budget



**Fig.1:** Total grant pursued and submitted from FY2016 to FY2018 YTD. A historical record-high level of \$6,430,838 in grants have been awarded in FY18 YTD. These include FDOT County Incentive Grant Program (\$3,614,500) for NW 59<sup>th</sup> Avenue extension, DHS/FEMA Award for West Lakes Drainage Improvement (\$1,462,500), State Legislative Award for West Lakes Drainage Improvement (\$500,000) and Royal Oaks Drainage Improvement (\$500,000), Supplemental award from FDOT for Safe Routes to Schools (\$280,338), TPO SMART Moves Program for Smart Mobility and Future Technology Transportation Study (\$40,000), MDC Neat Street for West Lake Reforestation (\$18,500) Office of Emergency Management Satellite Phones (value \$15,000)



**Fig.2:** Total number of website visitors since the revamping of the Miami Lakes website in June 2013. During 3<sup>rd</sup> quarter of FY18 website views reached 18,992 total visits. The number of visitors accessing the website from their mobile devices (48%) has grown to nearly that of visitors from their desktops (52%).

## *Town of Miami Lakes FY 2018-19 Proposed Budget*

### *Police Department*

The Police Department's Budget include both police patrol services and school crossing guards and totals \$8,709,686 for FY 2018-19 which represents 50% of the Town's total General Fund Budget and an overall increase of \$414,562 or 5% as compared to FY 2018 year-end projection.

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 \$8,373,000, approximately \$227,000 or 3% increase over FY 2018 Amended Budget, and \$288,622 or 3.7% increase over FY 2018 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. Increases to police patrol services include salaries and fringes (\$266,786) and county overhead cost (\$43,342), offset by decreases to fleet maintenance and operations (\$66,528), and insurance cost (\$16,600).

The FY 2018-19 Budget also provide funding to supplement overtime for additional security coverage at Miami Lakes two (2) Public Schools. Funding sources include Miami Dade County School Board contribution of \$35,088 for each school, and \$59,824 from the Lennar Development contribution for educational purposes, for a total of \$130,000.

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 special services such as watch orders, fingerprints, background checks, police reports, public records requests, crime analysis, off duty permits and for general public safety questions.

Building expenses and miscellaneous supplies for the Police Department as well as the School Crossing Guards are essentially budgeted at the same level as the prior year.

### *Performance Measures*

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

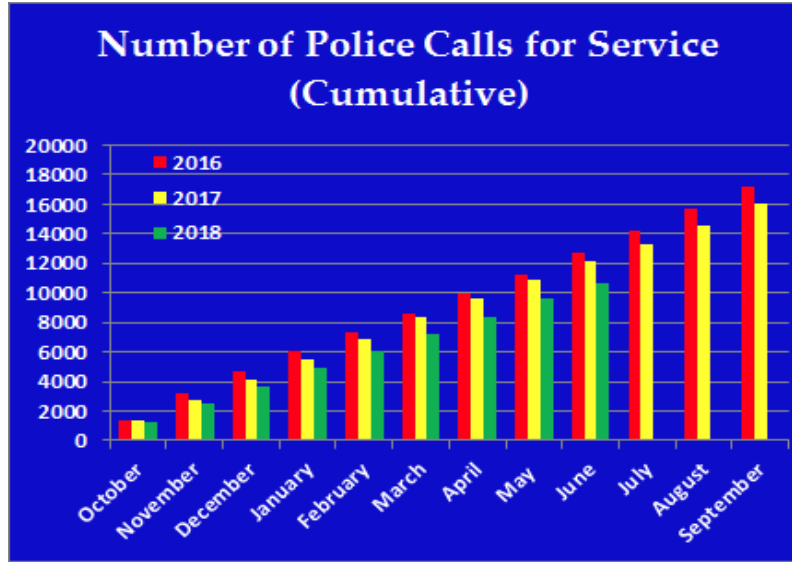
## *Town of Miami Lakes FY 2018-19 Proposed Budget*

<b>POLICE PERSONNEL</b>	<b>FY 2018-19</b>
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
<b>TOTAL</b>	<b>51</b>

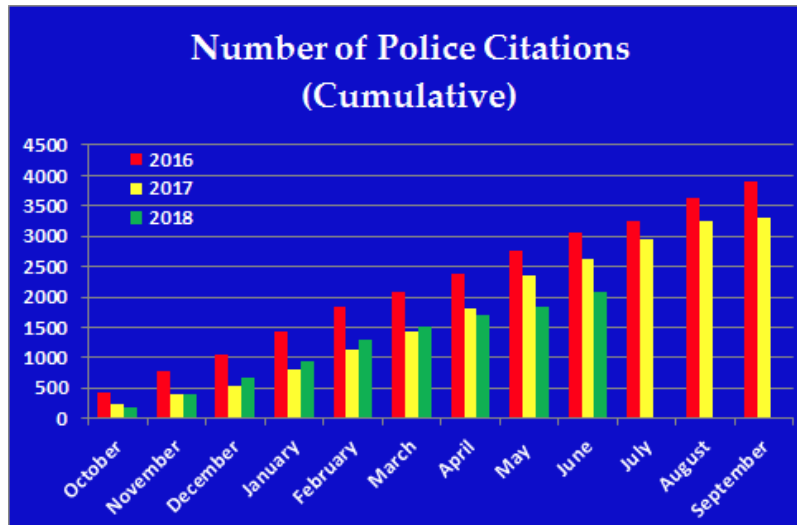


**Fig.3:** Cumulative number of police targeted crimes over the past three years. Targeted crimes are crimes singled out to be tracked and targeted with police Manpower.

# Town of Miami Lakes FY 2018-19 Proposed Budget



**Fig.4:** The number of Police calls for service has continued to decrease over the years which is an indication of overall increase in public safety for our residents. The Department strives to attend to every phone call received to ensure that each resident is assisted.



**Fig.5:** Police citations issued have dropped significantly due to an increase in driver compliance. The Neighborhood Traffic Unit (NTU) is responsible for conducting traffic initiatives at designated critical intersections, anti-speed campaigns and enforcement operations while incorporating traffic enforcement best practices.



## Town of Miami Lakes FY 2018-19 Proposed Budget

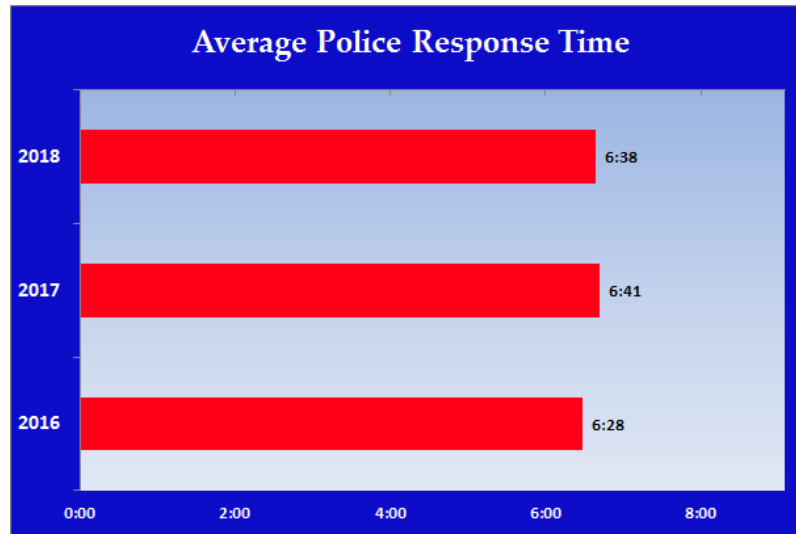


Fig.6: The FY18 average response time of 6:38 is well under our contractual goal, which states that the average response time must remain under 8 minutes.

### Planning & Zoning and Code Compliance

The Planning and Zoning Department 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 2018-19 total Budget for Planning and Zoning is \$250,242 and consists of a Principal Planner, two part-time Zoning Officials and contractual support for review and approval of major developments, special projects or planning studies. Operating expenses are essentially at the same level as the prior year.

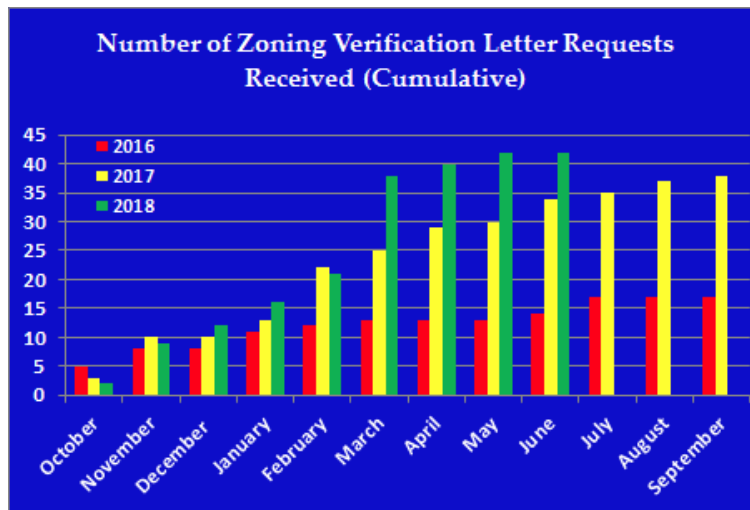
The Code Compliance division is budgeted at \$308,557 and reflects a 7% increase from the prior year projections due to a contract Code Officer position converted to a full time Code Compliance Supervisor and the full cost reflected in 2019. The division also consists of a Code Compliance Manager budgeted at 50% of cost (other 50% in Building Department Fund), and two contracted Code Compliance Officers. Operating expenses are essentially at the same level as the prior year.

### Performance Measures

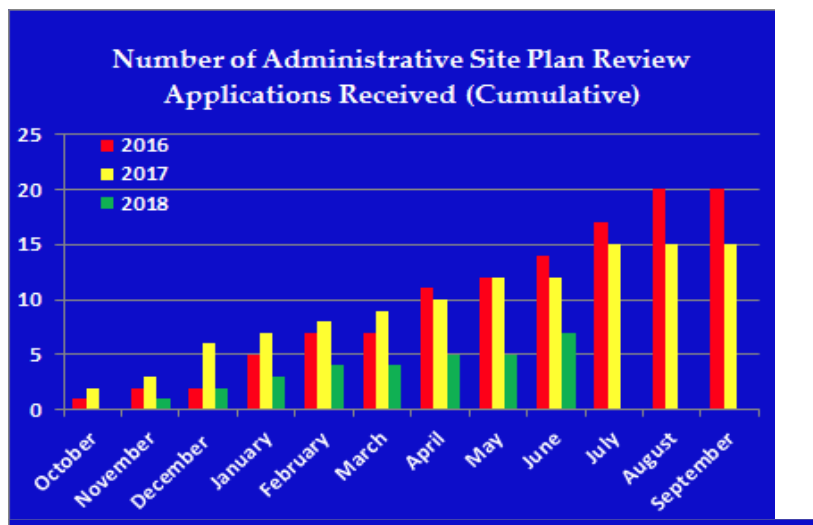
The charts below represent some of the key activities handled by this unit: zoning verification letter requests, site plan review and public hearing applications, the number of days for review of site plan applications, the

## *Town of Miami Lakes FY 2018-19 Proposed Budget*

number of Code cases filed 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.

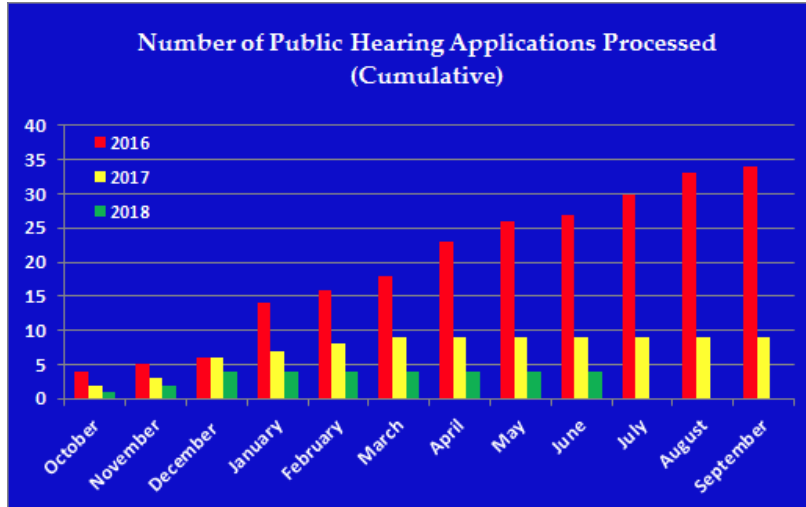


**Fig.7:** Cumulative number of zoning verification letter requests received totals 44 for FY18. A verification letter is a written confirmation of the Town’s current zoning designation of the subject property and/or whether a specific use is permitted on the subject property

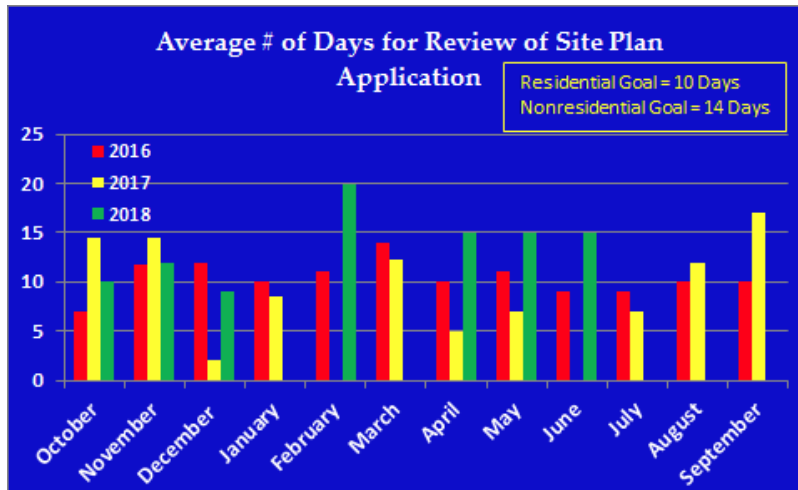


**Fig.8:** Cumulative number of administrative site plan review applications received over the past three years. Site plan applications are required for all new developments or changes to existing developments.

# Town of Miami Lakes FY 2018-19 Proposed Budget

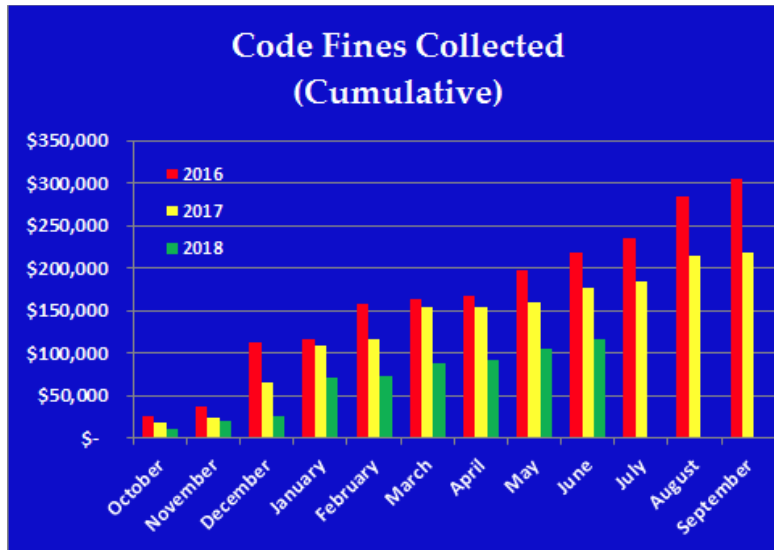


**Fig.9:** Cumulative number of public hearing applications processed over the past three years. Public hearing applications are required for zoning requests of substantial nature.

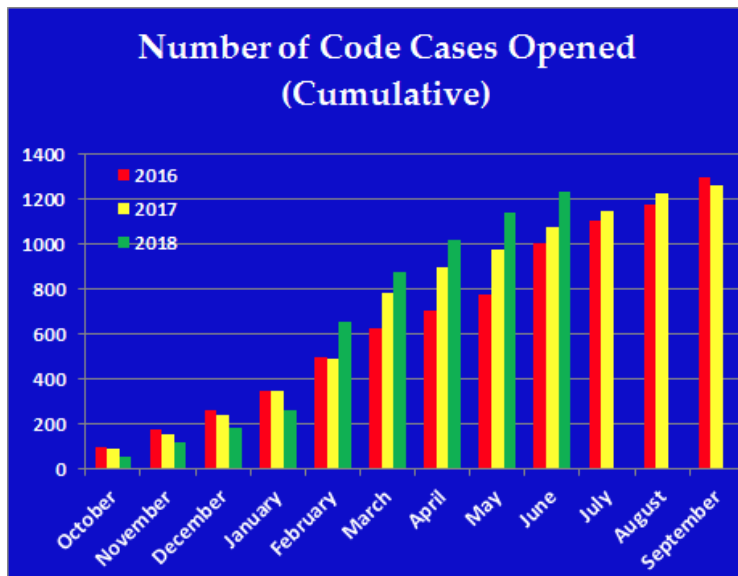


**Fig.10:** Average number of days the Planning & Zoning Department takes to review site plan applications is within 14 business days for FY18.

## Town of Miami Lakes FY 2018-19 Proposed Budget



**Fig.11:** Cumulative number of code fines collected over the past three years. The significant increase in FY2016 is a result of the implementation of the Lien Amnesty Program which terminated at the end of FY 2016. The Town continues to experience more voluntary code compliance from residents and businesses.



**Fig.12:** Cumulative number of code cases opened over the past three years. The Department has maintained its level of proactive monitoring and notification.

## *Town of Miami Lakes FY 2018-19 Proposed Budget*

### *On-Demand Transit*

In May 2018, the Miami-Dade County Board of Commissioners passed an amendment to the (CITT) Citizens' Independent Transportation Trust ordinance that governs the expenditure of surtax funds, allowing the use of Peoples Transportation Plan (PTP) funds for limited on-demand service for seniors and mobility impaired persons effective November 11, 2018. See Special Revenue Funds.

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### *Parks - Community Services Department*

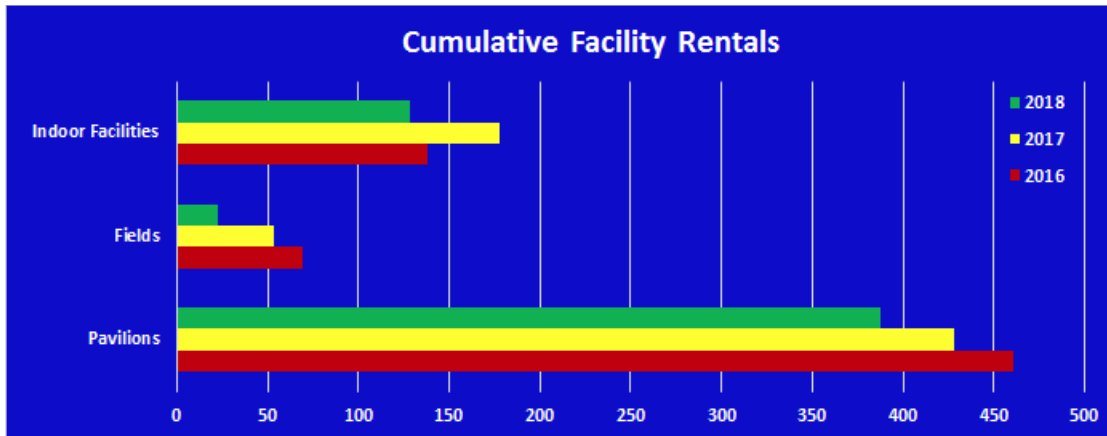
The Parks – Community and Services Department FY 2018-19 Proposed Budget totals \$2,560,751 and represents 15% of the General Fund's Expenditure Budget. The Department oversees the operation and maintenance of the Town's 101 parks and 120 acres of park land, six lakefront beaches, arbor management, greenways and trails, beautification and athletic programming.

As compared to the prior year projections, the Parks Department's budget increased \$76,646 or 3.1% mainly due to enhanced services in the grounds maintenance contracts to include engineered wood fiber mulch replenishment for our pocket parks with playground amenities, beach park bi-annual sand refurbishment, as well as repairs to pathway, concrete flags and field fences at Royal Oaks Park and a new pump station at Park West. 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 and Roberto Alonso Community Center (\$576,130), Park East and the Youth Center (\$138,902), Mary Collins Community Center at Park West (\$167,850), Miami Lakes Optimist Park & Clubhouse (\$687,600) and the 101 mini parks (\$410,110).

### *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.

## Town of Miami Lakes FY 2018-19 Proposed Budget



**Fig.13:** Total number of facilities, field and pavilion rentals for the 3<sup>rd</sup> quarter of FY18 has been consistent with previous years' third quarters. There were 170 rentals, consisting of 125 pavilion and 45 indoor facility rentals.

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### *Community Outreach and Engagement Department*

The Community Outreach and Engagement Department consists of Leisure Services, Economic Development, Communications, Special Events and eight Committees for a total budget of \$828,961.

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

The Town provides funding for the Veterans Day Parade (\$6,000) and 4<sup>th</sup> of July fireworks show (\$30,000) annually and seeks donations from the business community and individuals to supplement these events. The Budget also provides for media strategy implementation (\$27,000) including hardware, software and advertisements, as well as funding for pop-up events (\$10,000) to promote economic development.

The Committees total FY 2018-19 Proposed Budget is provided for at \$227,850, which is the same level as the prior year. In addition, the Budget allocates \$40,000 in reserves to offset potential donations and sponsorships to fund specific events and enhance certain programs and activities.

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## *Town of Miami Lakes FY 2018-19 Proposed Budget*

### *Public Works Department and Green Space*

The Department is responsible for the operations, maintenance and improvements of the Town's infrastructure. This includes canal cleaning, street sweeping, litter debris pick up, sign repairs and replacement, sidewalk repairs, roadway repairs, storm drains, street lights, and curbs. Additionally, 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 (\$431,738) and Green Space (\$830,105) for a total Departmental Budget of \$1,261,843 or almost 7% of the General Fund.

The Public Works Administration General Fund Budget of \$431,738 for FY 2018-19 represents a net increase of \$168,778 or 84% from the prior year's projection. The increase is primarily the result of reclassifying 1.5 full time equivalent (FTE) positions including the Public Works Manager at 50% of cost of salary and benefits, and the Office Specialist position from Stormwater Utility Fund to the General Fund to accurately reflect the duties of these positions. This budget also provides for 50% funding for the Chief of Operations and the Public Works Director, contractual services for plan reviews and inspections, operating supplies and vehicle maintenance. The public works permit fee revenue offsets the cost of the plans reviewer.

Public Works – Green Space General Fund Budget of \$830,105 is approximately \$181,728 or 28% more than the prior year's projection. This increase is attributed to full reinstatement of tree trimming services and the addition of six (6) mowing cycles (27,000) on Palmetto Circle to comply with FDOT Joint Participation Agreement.

The Town's tree trimming service contract is based on a three-year cycle and includes aesthetic pruning along the major corridors. Partial service was suspended in FY18 due to the cost of removing the hangers resulting from Hurricane Irma, that will not be funded by FEMA. The FY 2018-19 budget provides for the full reinstatement of tree trimming service (\$200,000), new tree plantings (\$55,000), and supplemental funding for the removal of invasive, hazardous, or dead trees (\$22,000).

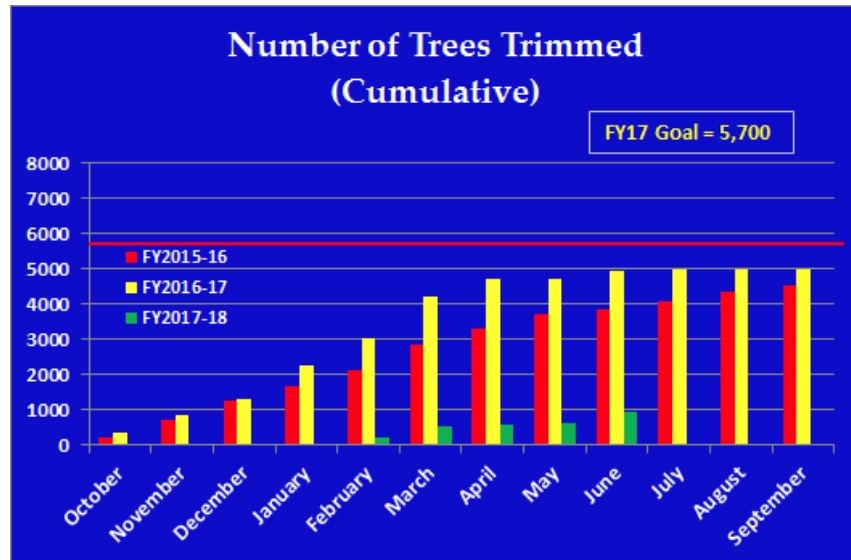
With the exception of the above, the Budget provides for the same level of service as in the prior year for our right-of-way grounds maintenance contractual service (\$248,235), FDOT ROW maintenance (\$14,884), flowers/landscape beds and cul-de-sac (\$81,624), litter and debris/doggie stations (\$98,700), miscellaneous repairs including plumbing,

## Town of Miami Lakes FY 2018-19 Proposed Budget

electrical and handyman services (\$15,000), ROW utilities (\$55,000), entrance feature maintenance and ROW extermination (\$7,700).

### 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.14:** Cumulative number of trees trimmed on a monthly basis over the past three years. The decrease in routine tree trimming in FY18 is due to Hurricane Irma, where resources were reallocated to hurricane debris pick up and other recovery efforts.

### Transfers, Reserves and Fund Balance

**Transfers:** The FY 2018-19 General Fund Budget has a one-time transfer of \$200,000 to the Capital Projects Fund – Parks Improvements, for the Miami Lakes Optimist Park Master Plan project. Additionally, the General Fund transfers \$299,653 to the Facilities Maintenance Fund for Administration (\$206,657) and the Police Department’s (\$92,996) portion of Government Center building expenses.

**Reserves:** The General Fund Operating Budget includes \$568,430 in reserves in Non-Departmental for the following: litigation/legal fee settlement (\$400,000), a sinking fund



## *Town of Miami Lakes FY 2018-19 Proposed Budget*

for facility, equipment and infrastructure renewal and replacement (\$150,000), and private school security assistance (\$18,430).

**Fund Balance:** In accordance with the Town's audited financials as reported in the FY 2016-17 Comprehensive Annual Financial Report (CAFR), the General Fund unassigned fund balance at the beginning of FY 2017-18 is \$4,349,056. During the year, Council earmarked/assigned \$836,000 for Hurricane Irma allowances, and at the end of the year, FY 2018 operations are estimated to result in a surplus of approximately \$890,852. This increases the General Fund's unassigned fund balance to an estimated \$4,403,908.

The estimated surplus at the end of FY 2017-18 (\$890,852) is mostly from not spending the full amount of litigation reserves (\$400,000), the increase in FPL Franchise Fees (\$350,000), and the difference of excess revenues over expenditures of operations (\$190,852). As such, the FY 2018-19 Budget includes \$482,000 carry-over from the prior year fund balance to re-program the litigation reserves (\$400,000), invest in parks system and strategic plan software (\$45,000) and social media plan (\$27,000) as approved by Town Council. This reduces the unassigned fund balance to \$3,921,908.

From the unassigned fund balance, \$2,660,250 or 15% of the General Fund Operating Budget is required to remain as reserves, which leaves the General Fund with an estimated undesignated or unrestricted reserve of \$1,261,658.

**TOWN OF MIAMI LAKES**  
**FY 2018-19 PROPOSED BUDGET**  
**GENERAL FUND**

Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2015-16 ACTUALS	FY2016-17 ACTUALS	FY2017-18 ADOPTED BUDGET	FY2017-18 REVISED BUDGET	FY2017-18 YEAR-END PROJECTION	FY2018-19 PROPOSED BUDGET	BUDGET COMMENTS
<b>GENERAL FUND EXPENDITURES</b>							
<b>TOWN COUNCIL AND MAYOR</b>							
EXECUTIVE SALARIES- MAYOR	\$18,139	\$16,846	\$18,000	\$18,000	\$18,175	\$18,838	Current Salary and Wages
REGULAR SALARIES	\$73,385	\$76,287	\$80,000	\$80,000	\$82,131	\$81,600	Includes Administrative Assistant to Mayor and Administrative Assistant to Town Council
OVERTIME	\$0	\$4,990	\$3,000	\$3,000	\$4,000	\$4,000	Overtime as needed
PAYROLL TAXES	\$13,052	\$13,507	\$14,668	\$14,668	\$14,844	\$14,866	Calculated based on 7.65% of salary
FRS CONTRIBUTIONS	\$8,249	\$7,461	\$7,762	\$7,762	\$8,023	\$8,296	Rate increase from 7.92% to 8.26% thru Jul '19
HEALTH & LIFE INSURANCE	\$73,804	\$67,876	\$82,894	\$82,894	\$78,136	\$89,887	Includes medical, dental, vision and life for Town Council, Assistant to Mayor and Assistant to Council
HEALTH INSURANCE MAYOR	\$1,987	\$5,677	\$19,273	\$19,273	\$18,578	\$21,992	Includes medical, dental, vision for Mayor
WIRELESS STIPEND	\$963	\$836	\$960	\$960	\$960	\$960	Stipend for Mayor's assistant and Council assistant (\$40/month, each)
TRAVEL & PER DIEM	\$9,146	\$13,378	\$13,000	\$13,000	\$13,000	\$15,000	Transportation, hotel accommodation and meals for Mayor (\$3,000) and Council (\$2,000 each) attendance to conferences.
CAR ALLOWANCE -MAYOR	\$7,255	\$7,061	\$7,200	\$7,200	\$7,200	\$7,200	Allowance of \$600/mo
CAR ALLOWANCE -COUNCIL	\$36,277	\$36,000	\$36,000	\$36,000	\$36,000	\$36,000	Allowance of \$500/mo each
EXP ALLOWANCE MAYOR & COUNCIL	\$49,143	\$49,417	\$50,544	\$50,544	\$50,544	\$50,693	Adjusted by CPI (estimated 2.3%) as per Charter
REMOTE ACCESS DEVICE DATA PLAN		\$5,543	\$3,360	\$3,360	\$3,254	\$3,648	Data plan 7 iPads and Facebook Live at avg. \$38/mth
CELL PHONES	\$5,472	\$406	\$2,100	\$2,100	\$3,648	\$3,672	6 cell phones avg \$51/mth
PRINTING & BINDING	\$253	\$1,804	\$1,000	\$1,000	\$1,000	\$1,000	Business cards for Mayor & Councilmembers
STATE OF TOWN ADDRESS	\$5,058	\$0	\$5,000	\$5,000	\$0	\$5,000	Expenses offset by donations
TOY DRIVE	\$1,025	\$997	\$1,000	\$1,000	\$0	\$1,000	Expenses offset by donations
VOLUNTEER APPRECIATION	\$0	\$1,505	\$0	\$0	\$0	\$0	FY17 Appreciation recognition to committees
COUNCIL DISCRETIONARY FUND	\$0	\$55	\$700	\$700	\$700	\$700	Misc discretionary activities as approved by Council
MISCELLANEOUS EXPENSE	\$476	\$427	\$0	\$0	\$0	\$0	Miscellaneous expense
COUNCIL UNIFORMS	\$299	\$417	\$360	\$360	\$360	\$360	Includes 1 each shirt @ \$40 each for Mayor and Council
MEETING SET UP	\$90	\$0	\$300	\$300	\$300	\$300	Miscellaneous set-up costs for meetings
COUNCIL AWARDS	\$1,143	\$1,591	\$1,250	\$1,250	\$1,250	\$1,250	Includes awards, proclamations and framing

**TOWN OF MIAMI LAKES  
FY 2018-19 PROPOSED BUDGET  
GENERAL FUND**

**Expenditure Detail by Line Item**

ACCOUNT NAME/DESCRIPTION	FY2015-16 ACTUALS	FY2016-17 ACTUALS	FY2017-18 ADOPTED BUDGET	FY2017-18 REVISED BUDGET	FY2017-18 YEAR-END PROJECTION	FY2018-19 PROPOSED BUDGET	BUDGET COMMENTS
MEMBERSHIPS SUBSCRIPTIONS	\$14,415	\$8,737	\$14,808	\$14,808	\$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	\$2,920	\$5,245	\$6,800	\$6,800	\$6,800	\$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	\$1,380	\$1,405	\$0	\$0	\$0	\$0	FY17 IpadS for Councilmembers
<b>TOTAL TOWN COUNCIL EXPENDITURES:</b>	<b>\$323,930</b>	<b>\$327,469</b>	<b>\$369,979</b>	<b>\$369,979</b>	<b>\$363,711</b>	<b>\$387,870</b>	

**TOWN CLERK**

REGULAR SALARIES	\$70,539	\$70,754	\$71,400	\$71,400	\$78,485	\$81,600	Current Salary and Wages
PAYROLL TAXES	\$6,029	\$6,058	\$5,462	\$5,462	\$6,004	\$6,242	Calculated based on 7.65% of salary
FRS CONTRIBUTIONS	\$5,124	\$5,383	\$5,655	\$5,655	\$6,278	\$6,740	Rate increase from 7.92% to 8.26% thru Jul '19
HEALTH & LIFE INSURANCE	\$9,024	\$8,718	\$8,588	\$8,588	\$9,669	\$9,949	Includes medical, dental, vision and life
WIRELESS STIPEND	\$484	\$480	\$480	\$480	\$480	\$480	Cell phone allowance for Clerk
TOWN CLERK AGENDA MANAGER	\$19,640	\$19,658	\$25,165	\$25,165	\$21,000	\$65,228	Software acquisition and implementation of Agenda support for Council Meetings, to include video capture directing, live streaming, indexing and closed captioning (\$62,328) and Interpreter services (\$2,900)
TOWN CLERK DATA SERVICE	\$433	\$433	\$480	\$480	\$480	\$480	iPad data plan for Town Clerk (\$40/month)
RENTALS AND LEASES	\$1,852	\$2,164	\$2,220	\$2,220	\$2,220	\$2,436	Outside storage facility for Town Clerk
TOWN CLERK CODIFICATION	\$5,826	\$2,881	\$11,000	\$11,000	\$8,000	\$11,000	Assumes codification of one ordinance per meeting (\$1,000/ordinance)
TOWN CLERK LEGAL ADVERTISING	\$13,540	\$20,713	\$18,040	\$18,040	\$18,040	\$18,040	Advertisement of ordinances, budget hearings, land development code issues, and committee meetings
ADMINISTRATIVE SUPPORT	\$0	\$0	\$1,000	\$1,000	\$0	\$0	To cover for vacations
TOWN CLERK ELECTION COSTS	\$46,992	\$68,872	\$15,000	\$15,000	\$2,500	\$50,000	General Election for 3 Seats (\$25,000) and mail-in ballot for bond approval (\$25,000). FY18 Special Election for 1 seat. FY17 includes General
OPERATING SUPPLIES	\$0	\$0	\$0	\$0	\$0	\$0	Special department supplies

**TOWN OF MIAMI LAKES**  
**FY 2018-19 PROPOSED BUDGET**  
**GENERAL FUND**

Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2015-16 ACTUALS	FY2016-17 ACTUALS	FY2017-18 ADOPTED BUDGET	FY2017-18 REVISED BUDGET	FY2017-18 YEAR-END PROJECTION	FY2018-19 PROPOSED BUDGET	BUDGET COMMENTS
CLERK EDUCATION AND TRAINING	\$297	\$1,179	\$800	\$800	\$800	\$650	Florida Association of City Clerks & International Institute of Municipal Clerks memberships required to maintain certification (\$450). Notary public license for Deputy Clerk to be renewed in 2021 (\$0) and Ethics Training (\$200).
SOFTWARE LICENSES	\$1,860	\$1,920	\$2,330	\$2,330	\$2,040	\$2,470	License renewal for Public Records Request (\$2,040) and Candidate Financing Reporting (\$430)
<b>TOTAL TOWN CLERK EXPENDITURES:</b>	<b>\$195,678</b>	<b>\$209,212</b>	<b>\$167,620</b>	<b>\$167,620</b>	<b>\$155,996</b>	<b>\$255,315</b>	
<b>TOWN ATTORNEY</b>							
GENERAL LEGAL	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	Based on monthly rate \$12,500
ROUTINE LITIGATION RESERVE	\$26,322	\$36,008	\$80,000	\$80,000	\$50,000	\$80,000	All litigation expenses by Town Attorney
M. PIZZI LITIGATION/INSURANCE RECOVERY	\$207,863	\$373,643	\$0	\$100,000	\$100,000	\$0	FY18 includes Town's defense for M. Pizzi reimbursement claims
MANAGER SELECTION COMMITTEE	\$0	\$0	\$0	\$0	\$20,000	\$0	
CHARTER REVIEW COMMISSION	\$26,360	\$0	\$0	\$0	\$0	\$0	
<b>TOTAL TOWN ATTORNEY EXPENDITURES:</b>	<b>\$410,545</b>	<b>\$559,651</b>	<b>\$230,000</b>	<b>\$330,000</b>	<b>\$320,000</b>	<b>\$230,000</b>	
<b>TOWN ADMINISTRATION</b>							
REGULAR SALARIES	\$995,502	\$1,042,265	\$716,945	\$721,945	\$724,143	\$1,137,020	Salaries for administrative staff
XFER SRF TRANSIT 5% ADM	-\$12,093	-\$15,784	\$0	\$0	\$0	-\$12,000	Allocation for administrative support
XFER CPF TRANSP 5% ADM	-\$48,373	-\$44,798	\$0	\$0	\$0	-\$48,750	Allocation for administrative support
ADM SUPPORT TO SWF	\$0	-\$32,000	\$0	\$0	\$0	-\$105,000	Allocation for administrative support
ADM SUPPORT TO BUILDING	\$0	-\$123,643	\$0	\$0	\$0	-\$235,682	Allocation for administrative support
ADM SUPPORT TO SPECIAL TAXING DISTRICTS	\$0	\$0	\$0	\$0	\$0	-\$127,428	Allocation for administrative support
COMPENSATED ABSENCES	-\$29,257	\$0	\$0	\$0	\$82,700	\$0	FY18 Sick/vacation payout for Town Manager (\$55,000) and Comptroller (\$27,700)
EMPLOYEE BONUSES/COLA	\$0	\$0	\$52,328	\$52,328	\$0	\$0	FY18 includes 2% COLA effective March 2018 for all General Fund employees. Actual expense accounted for in salaries.
ADM OVERTIME	\$3,511	\$2,420	\$3,000	\$3,000	\$3,000	\$3,000	Overtime as needed
PAYROLL TAXES	\$72,908	\$75,036	\$77,874	\$77,874	\$78,493	\$83,011	Calculated based on 7.65% of salaries
FRS CONTRIBUTIONS	\$86,580	\$93,417	\$99,036	\$99,036	\$101,275	\$97,383	Rate increase from 7.92% to 8.26% thru Jul '19
ICMA 457 PL	\$18,973	\$19,507	\$21,512	\$21,512	\$21,512	\$26,704	Town Manager's benefits per agreement and Drop Plan
HEALTH & LIFE INSURANCE	\$115,788	\$129,550	\$145,760	\$145,760	\$136,281	\$177,917	Includes medical, dental, vision and life

**TOWN OF MIAMI LAKES  
FY 2018-19 PROPOSED BUDGET  
GENERAL FUND**

**Expenditure Detail by Line Item**

ACCOUNT NAME/DESCRIPTION	FY2015-16 ACTUALS	FY2016-17 ACTUALS	FY2017-18 ADOPTED BUDGET	FY2017-18 REVISED BUDGET	FY2017-18 YEAR-END PROJECTION	FY2018-19 PROPOSED BUDGET	BUDGET COMMENTS
WIRELESS STIPEND	\$857	\$1,198	\$1,440	\$1,440	\$1,440	\$1,440	Allowance for Asst to Town Manager, Admin Services Manager and Special Projects
ADM UNEMPLOYMENT CLAIMS	\$1,066	\$0	\$0	\$0	\$0	\$0	Anticipated unemployment filings
PROFESSIONAL SERVICES	\$38,010	\$35,132	\$37,000	\$47,000	\$81,645	\$81,000	Funding for professional consulting services for Special Projects Administration, Financial Analyst and Procurement Consultation
INTERGOVERNMENTAL (LOBBYIST)	\$48,000	\$48,000	\$48,000	\$48,000	\$48,000	\$48,000	Lobbyist services
ACCOUNTING & PAYROLL	\$22,083	\$24,299	\$23,664	\$23,664	\$25,115	\$25,500	Based on contract with ADP - includes upgrades for employee self service and time and attendance tracking
INDEPENDENT AUDIT	\$47,700	\$42,000	\$51,000	\$51,000	\$52,500	\$53,500	Regular audit including Single Audit for grant funds, and OPEB
ADM HEALTH SPENDING ACCT/WELLN	\$9,343	\$11,194	\$10,000	\$10,000	\$10,000	\$10,000	Wellness activities to reduce health care premium cost
ADM BACKGROUND CHECKS	\$1,053	\$1,100	\$1,500	\$1,500	\$1,200	\$1,500	Assumes same level of background checks and drug screening for new employees
ADM - TRAVEL & PER DIEM	\$11,283	\$6,881	\$10,000	\$10,000	\$17,944	\$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	\$11,424	\$0	\$0	\$0	\$0	\$680	Deputy Town Manager cellular service
REMOTE ACCESS DEVICE DATA PLAN	\$886	\$784	\$580	\$580	\$916	\$680	iPad data service for Town Manager (\$580) and emergency data phones (\$100)
ADM - POSTAGE & DELIVERY	\$11,143	\$12,912	\$19,000	\$19,000	\$15,631	\$17,650	Includes rental of postage machine & supplies (\$2,650), courier services (\$1,000) and postage (\$14,000)
ADM - UTILITIES	\$30,445	\$628	\$0	\$0	\$0	\$0	-
RENTALS AND LEASES	\$0	\$30	\$0	\$0	\$0	\$0	-
ADM - COPIER LEASE	\$15,741	\$15,826	\$16,270	\$16,270	\$17,495	\$16,270	Rental of Toshiba copy machines and supplies
ADM - INSURANCE	\$226,775	\$220,239	\$218,235	\$218,235	\$210,000	\$210,000	Policy for property insurance and workers compensation.
REPAIR AND MAINT CONTRACTS	\$80,660	-\$681	\$0	\$0	\$0	\$0	-
ADM - PRINTING & BINDING	\$1,754	\$1,791	\$1,500	\$1,500	\$1,500	\$1,500	Business cards, flyers, Town maps, etc.
ADM TOWN BRANDING & STRATEGIC PLAN	\$8,084	\$57,657	\$9,500	\$9,500	\$9,500	\$8,000	Ongoing branding initiatives including Town Guide (\$2,000) and new banner on street poles and street signs (\$6,000)
ADM ADVERTISEMENT RECRUITMENT	\$605	\$1,050	\$1,500	\$1,500	\$1,500	\$1,000	Advertsing of Town employment and internship opportunities
CLERICAL/ADMINISTRATIVE SUPPORT	\$3,490	\$7,415	\$5,000	\$5,000	\$5,000	\$3,000	Temporary support to cover vacations.

**TOWN OF MIAMI LAKES**  
**FY 2018-19 PROPOSED BUDGET**  
**GENERAL FUND**

Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2015-16 ACTUALS	FY2016-17 ACTUALS	FY2017-18 ADOPTED BUDGET	FY2017-18 REVISED BUDGET	FY2017-18 YEAR-END PROJECTION	FY2018-19 PROPOSED BUDGET	BUDGET COMMENTS
INVESTMENT ADVISORY SERVICE	\$5,737	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	Investment Advisory services
FINANCIAL INSTITUTION FEES	\$8,169	\$9,174	\$10,000	\$10,000	\$10,042	\$10,000	Bank transaction fees
CREDIT CARD FEES	\$455	\$0	\$0	\$0	\$0	\$0	Administration's portion of credit card fees.
HURRICANE EXPENSES	\$16,774	\$4,352	\$2,500	\$2,500	\$2,500	\$2,500	Supplies for hurricane preparedness
ADMIN LICENSES AND PERMITS	\$201	\$777	\$0	\$0	\$0	\$0	-
ADM - OFFICE SUPPLIES	\$22,628	\$23,246	\$30,000	\$0	\$0	\$0	Office supplies including holiday decorations. Moved to Facilities Maintenance Fund
UNIFORMS	\$617	\$505	\$2,600	\$2,600	\$2,600	\$2,600	1 shirt @ \$40 each for all General Fund
ADM-BOOKS/PUBLIC/SUBSCRIP/MEM	\$5,716	\$10,025	\$6,100	\$6,100	\$7,590	\$7,950	Includes MDCCMA, NIGP, SEFL NIGP, GASB, FGFOA, Costco, PWDA, CQ, ICMA Retirement \$1,000 and other memberships/publications.
EDUCATION & TRAINING	\$13,595	\$34,431	\$10,000	\$20,000	\$20,910	\$10,000	Includes regular training and ADA & Safety Training for staff. FY17 includes Media strategy implementation and training
ADM-FURNITURE/EQUIP NON-CAP	\$805	\$0	\$1,000	\$1,000	\$0	\$1,000	Miscellaneous non-capital equipment, as needed
<b>TOTAL ADMINISTRATION EXPENDITURES</b>	<b>\$1,854,637</b>	<b>\$1,728,936</b>	<b>\$1,645,844</b>	<b>\$1,640,845</b>	<b>\$1,703,432</b>	<b>\$1,532,945</b>	
<b>INFORMATION SYSTEMS</b>							
IT CORE SERVICE SUPPORT	\$109,200	\$119,700	\$114,660	\$114,660	\$109,200	\$114,660	Contract with Gomez Technology
WEB SUPPORT	\$7,290	\$7,535	\$14,800	\$14,800	\$10,400	\$8,400	Contract with Xomatech for hosting (\$2,400), ongoing website enhancements (\$6,000)
VOICE SUPPORT	\$27,114	\$4,558	\$25,000	\$15,000	\$1,800	\$6,200	Phone PBX annual maintenance (\$2,600), CISCO support (\$2,000) and VOIP backup phones (\$1,600)
INTERNET SERVICES	\$18,872	\$14,424	\$14,460	\$14,460	\$14,460	\$17,460	Primary and back up Internet service for Government Center
IT SUPPLIES		\$11,374	\$0	\$13,000	\$13,000	\$13,000	IT operating supplies including accessories, network storage, peripherals, cabling, and battery back up.
SOFTWARE, SMALL EQUIPMENT		\$413	\$0	\$0	\$0	\$0	-
MACHINERY & EQUIPMENT	\$9,261	\$21,170	\$0	\$41,242	\$41,242	\$32,000	Per IT Replacement Plan: Hardware Annual Refreshment Plan: \$17k (1/3) + One (1) server \$13K + Network equipment \$2k
TECHNOLOGY ENHANCEMENTS/SOFTWARE	\$7,500	\$0	\$7,500	\$19,950	\$19,950	\$45,000	Strategic Plan Software (\$15,000) and E-Trak Software (\$30,000). FY18 Munis upgrade - Transparency module

**TOWN OF MIAMI LAKES  
FY 2018-19 PROPOSED BUDGET  
GENERAL FUND**

**Expenditure Detail by Line Item**

ACCOUNT NAME/DESCRIPTION	FY2015-16 ACTUALS	FY2016-17 ACTUALS	FY2017-18 ADOPTED BUDGET	FY2017-18 REVISED BUDGET	FY2017-18 YEAR-END PROJECTION	FY2018-19 PROPOSED BUDGET	BUDGET COMMENTS
COMPUTER SOFTWARE LICENSES	\$69,383	\$117,603	\$115,688	\$114,438	\$115,688	\$108,168	Annual licenses: Dell server warranty (\$14,510), financial management system (\$25,163), park reservation (\$0), GIS (\$8,300), Document Management System (\$7,120), Citizen Response System (\$11,570), Microsoft licensing (\$21,200), and various other network and security licenses.
<b>JB-TOTAL INFORMATION SYSTEMS:</b>	<b>\$261,797</b>	<b>\$296,777</b>	<b>\$337,108</b>	<b>\$347,550</b>	<b>\$325,740</b>	<b>\$344,888</b>	
<b>ADMINISTRATION - TRANSFERS</b>							
CLASS A & B - FORCE ACCOUNT	\$0	-\$93,638	\$0	\$0	-\$77,065	\$0	
RESERVE FOR COMMITTEES FUTURE DONAT	\$0	\$0	\$10,000	\$275	\$0	\$40,000	Reserves offset by donations/contributions
TRANSFER OUT - CIP PARKS	\$0	\$484,172	\$0	\$0	\$0	\$200,000	Transfer for MLOP Master Plan. 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)
TRANSF -CPF/FACILITIES & EQUIP/ELEC UTIL	\$1,500	\$0	\$0	\$0	\$4,450	\$0	
TRANSFER TO SPECIAL REVENUE FUND	\$176,384	\$11,416	\$0	\$0	\$0	\$0	FY17 Transfer for Black Olive removal program.
TRANSFER TO FACILITIES MAINTENANCE FUN	\$0	\$195,637	\$188,550	\$218,550	\$210,042	\$206,657	Administration's portion of Town Hall building expenses @ 60% of total cost
TRANSFER TO DISASTER FUND	\$0	\$528,635	\$0	\$0	\$0	\$0	
<b>JB-TOTAL ADMINISTRATIONTRANSFERS:</b>	<b>\$1,727,223</b>	<b>\$1,126,222</b>	<b>\$198,550</b>	<b>\$218,825</b>	<b>\$137,427</b>	<b>\$446,657</b>	
<b>OTAL ADMINISTRATION EXPENDITURES:</b>	<b>\$3,843,657</b>	<b>\$3,151,934</b>	<b>\$2,181,502</b>	<b>\$2,207,220</b>	<b>\$2,166,599</b>	<b>\$2,324,491</b>	
<b>POLICE</b>							
POL - PATROL SERVICES	\$6,455,800	\$7,226,806	\$7,826,000	\$7,826,000	\$7,764,378	\$8,053,000	Overall 2.9% increase in police contractual services which includes personnel services (\$267K) and county overhead cost (43K) offset by decreases in vehicle maintenance and operations (\$66K) and insurance (\$17K).
POLICE OVERTIME	\$278,778	\$281,824	\$320,000	\$320,000	\$320,000	\$320,000	Overtime as requested.
OFF DUTY DETAIL	\$0	\$0	\$0	\$0	\$0	\$130,000	Additional security coverage at schools
PROSECUTION-CRIMINAL VIOLATION	\$0	\$33	\$200	\$200	\$100	\$100	Ordinance violation review
TELEPHONE- DEDICATED LINES	\$1,636	\$1,839	\$2,400	\$2,400	\$3,536	\$5,600	Includes 8 phones for command officers and undercover operations

**TOWN OF MIAMI LAKES  
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**Expenditure Detail by Line Item**

ACCOUNT NAME/DESCRIPTION	FY2015-16 ACTUALS	FY2016-17 ACTUALS	FY2017-18 ADOPTED BUDGET	FY2017-18 REVISED BUDGET	FY2017-18 YEAR-END PROJECTION	FY2018-19 PROPOSED BUDGET	BUDGET COMMENTS
POLICE UTILITIES	\$13,700	\$283	\$0	\$0	\$0	\$0	Moved to Facilities Maintenance Fund in FY17
POLICE COPIER COSTS	\$1,630	\$1,662	\$2,500	\$2,500	\$2,000	\$2,000	Toshiba copier lease
POLICE REPAIR & MAINTENANCE	\$36,795	\$252	\$0	\$0	\$0	\$0	Police's portion of Government Center: custodial
VEHICLE REPAIR AND MAINTENANCE	\$12,803	\$3,879	\$3,000	\$3,000	\$2,000	\$2,500	Smart sign maintenance
POLICE - MISC. EXPENSE	\$566	\$711	\$500	\$500	\$500	\$800	Auto tag renewal and miscellaneous items as needed for public safety
POLICE OFFICE SUPPLIES	\$5,023	\$3,485	\$3,500	\$0	\$0	\$0	Office Supplies including business cards. Moved to Facilities Maintenance Fund
OPERATING SUPPLIES	\$1,579	\$3,756	\$3,000	\$3,000	\$10,500	\$3,000	Special Department supplies including bicycles, repair parts, cameras
POLICE UNIFORMS	\$2,602	\$0	\$4,000	\$4,000	\$2,000	\$3,000	Patches, motor wings, etc
POLICE - FUEL COSTS	\$345	\$32	\$1,000	\$1,000	\$500	\$1,000	Fuel as needed for transport of smart signs
MEMBERSHIPS AND SUBSCRIPTIONS	\$0	\$0	\$225	\$225	\$225	\$225	MDC Association of Police Chiefs membership
POLICE CRIME PREVENT TRAIN	\$200	\$1,689	\$3,000	\$3,000	\$2,400	\$3,000	Crime prevention training - estimated registration, per diem and hotel (\$2,400) and attendance to annual Law Enforcement Awards Gala - 6 tickets @ \$100 ea.
TRANSFER TO FACILITIES MAINTENANCE FUN	\$0	\$88,037	\$84,847	\$88,347	\$94,519	\$92,996	Police Department portion of Town Hall building expenses @ 27% of total cost
<b>SUB-TOTAL POLICE EXPENDITURES:</b>	<b>\$6,813,691</b>	<b>\$7,614,288</b>	<b>\$8,254,172</b>	<b>\$8,254,172</b>	<b>\$8,202,658</b>	<b>\$8,617,221</b>	
<b>SCHOOL CROSSING GUARDS</b>							
REGULAR SALARIES	\$73,494	\$72,342	\$65,785	\$65,785	\$76,384	\$76,000	Salaries include 7 crossing guards, 1 back-up guard and a supervisor
PAYROLL TAXES	\$5,353	\$5,238	\$5,033	\$5,033	\$5,843	\$5,814	Calculated based on 7.65% of salaries
FRS CONTRIBUTIONS	\$3,862	\$5,425	\$5,210	\$5,210	\$6,110	\$6,278	Rate increase from 7.92% to 8.26% thru Jul '19
OPERATING SUPPLIES	\$0	\$274	\$750	\$750	\$350	\$750	Includes stop signs, whistles and lanyards
UNIFORMS	\$3,417	\$3,000	\$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	\$1,165	\$624	\$624	\$780	\$624	Intrepreter services to assist with training
<b>SUB-TOTAL SCHOOL CROSSING GUARDS:</b>	<b>\$86,126</b>	<b>\$87,444</b>	<b>\$80,402</b>	<b>\$80,402</b>	<b>\$92,466</b>	<b>\$92,466</b>	
<b>TOTAL POLICE EXPENDITURES:</b>	<b>\$6,899,817</b>	<b>\$7,701,732</b>	<b>\$8,334,574</b>	<b>\$8,334,574</b>	<b>\$8,295,124</b>	<b>\$8,709,686</b>	
<b>PLANNING</b>							
REGULAR SALARIES	\$262,090	\$109,800	\$116,000	\$116,000	\$105,292	\$85,000	Salaries for Planning Director.
PAYROLL TAXES	\$17,944	\$9,587	\$8,874	\$8,874	\$8,055	\$6,503	Calculated based on 7.65% of salaries
FRS CONTRIBUTIONS	\$19,244	\$5,333	\$9,187	\$9,187	\$8,422	\$7,021	Rate increase from 7.92% to 8.26% thru Jul '19



**TOWN OF MIAMI LAKES  
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GENERAL FUND**

**Expenditure Detail by Line Item**

ACCOUNT NAME/DESCRIPTION	FY2015-16 ACTUALS	FY2016-17 ACTUALS	FY2017-18 ADOPTED BUDGET	FY2017-18 REVISED BUDGET	FY2017-18 YEAR-END PROJECTION	FY2018-19 PROPOSED BUDGET	BUDGET COMMENTS
HEALTH & LIFE INSURANCE	\$33,870	\$10,123	\$10,729	\$10,729	\$11,352	\$14,628	Includes medical, dental, vision and life
WIRELESS STIPEND	\$557	\$443	\$480	\$480	\$480	\$480	Wireless stipend for Planning Director
PLANNING CONSULTING	\$0	\$54,195	\$55,200	\$55,200	\$55,200	\$20,000	Support for review and approval of major developments, special projects or planning studies
PLANNING & DEVELOPMENT CDM	\$0	\$0	-\$127,835	\$0	\$0	\$0	Cost recovery credits
PLANNING-SITE PLAN REVIEW	\$0	\$0	\$500	\$500	\$0	\$500	Outside engineering support as required
PLANNING PRINTING COSTS	-\$524	\$1,667	\$500	\$500	\$1,000	\$1,000	Printing of large plans
<b>SUB-TOTAL PLANNING:</b>	<b>\$333,181</b>	<b>\$191,148</b>	<b>\$73,635</b>	<b>\$201,470</b>	<b>\$189,801</b>	<b>\$135,132</b>	
<b>CODE COMPLIANCE</b>							
REGULAR SALARIES	\$0	\$72,418	\$95,486	\$95,486	\$86,083	\$102,496	Salaries for Code Compliance Manager at 50%, and Code Compliance Supervisor
PAYROLL TAXES	\$0	\$4,299	\$7,305	\$7,305	\$6,585	\$7,841	Calculated based on 7.65% of salaries
FRS CONTRIBUTIONS	\$0	\$5,350	\$7,563	\$7,563	\$6,885	\$8,466	Rate increase from 7.92% to 8.26% thru Jul '19
HEALTH & LIFE INSURANCE	\$0	\$14,002	\$20,459	\$20,459	\$15,273	\$21,042	Includes medical, dental, vision and life
WIRELESS STIPEND	\$0	\$0	\$0	\$0	\$369	\$480	Cell phone stipend for Code Compliance Supervisor
SPECIAL MASTER	\$2,913	\$3,000	\$3,600	\$3,600	\$3,600	\$3,600	Assumes \$300 per hearing, 12 hearings/year for
CONTRACT CODE ENF SER	\$153,133	\$147,056	\$129,280	\$129,280	\$129,280	\$121,812	One full-time and two part-time contracted Code Officers
CAR ALLOWANCE		\$0	\$0	\$0	\$3,923	\$6,000	Car allowance for Code Compliance Supervisor
REMOTE ACCESS DEVICE DATA PLAN	\$866	\$144	\$1,000	\$1,000	\$900	\$960	Data plans for Code Officers field services
PLANNING MOBILE PHONES	\$257	\$988	\$360	\$360	\$300	\$360	Cell phones for 3 Code Officers
ABANDONED PROPERTY MAINT	\$1,071	\$250	\$1,500	\$1,500	\$500	\$1,000	Boarding up of windows, lawn mowing and clearing of abandoned property
CODE ENF LIEN RECORDING	\$8,228	\$5,706	\$8,000	\$8,000	\$7,000	\$8,000	Recording of liens
ALARM MONITORING PROGRAM	\$31,501	\$26,269	\$25,000	\$25,000	\$26,434	\$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	\$372	\$434	\$0	\$0	\$0	\$0	Uniforms for field personnel
EDUCATION & TRAINING	\$0	\$1,947	\$1,500	\$1,500	\$1,500	\$1,500	FACE training, GIS training and other
<b>SUB-TOTAL CODE COMPLIANCE:</b>	<b>\$198,341</b>	<b>\$281,863</b>	<b>\$301,053</b>	<b>\$301,053</b>	<b>\$288,634</b>	<b>\$308,557</b>	

**TOWN OF MIAMI LAKES  
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GENERAL FUND**

Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2015-16 ACTUALS	FY2016-17 ACTUALS	FY2017-18 ADOPTED BUDGET	FY2017-18 REVISED BUDGET	FY2017-18 YEAR-END PROJECTION	FY2018-19 PROPOSED BUDGET	BUDGET COMMENTS
<b>TRANSIT</b>							
DEMAND SERVICES - CONTRACT	\$85,389	\$77,249	\$0	\$117,250	\$114,750	\$0	Funded in SRF - Transportation PTP 80%. FY17
<b>SUB-TOTAL TRANSIT:</b>	<b>\$85,389</b>	<b>\$77,249</b>	<b>\$0</b>	<b>\$117,250</b>	<b>\$114,750</b>	<b>\$0</b>	
<b>TOTAL PLANNING, CODE COMPLIANCE &amp; TRANSIT EXPENDITURES:</b>	<b>\$616,911</b>	<b>\$550,260</b>	<b>\$374,688</b>	<b>\$619,773</b>	<b>\$593,185</b>	<b>\$443,688</b>	
<b>QNIP</b>							
QNIP DEBT SERVICE	\$153,423	\$0	\$0	\$0	\$0	\$0	
QNIP DEBT SERVICE - PRINCIPAL		\$104,980	\$110,345	\$110,345	\$110,345	\$46,607	
QNIP DEBT SERVICE - INTEREST		\$48,443	\$43,078	\$43,078	\$43,078	\$2,248	
<b>TOTAL QNIP EXPENDITURES:</b>	<b>\$153,423</b>	<b>\$153,423</b>	<b>\$153,423</b>	<b>\$153,423</b>	<b>\$153,423</b>	<b>\$48,855</b>	
<b>BUILDING</b>							
TRANSFER OUT TO BUILDING FUND	\$0	\$269,616	\$0	\$0	\$0	\$0	
<b>SUB-TOTAL BUILDING EXPENDITURES:</b>	<b>\$1,016,766</b>	<b>\$269,616</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	See Building Department Fund
<b>ZONING</b>							
REGULAR SALARIES	\$0	\$98,667	\$104,294	\$104,294	\$98,772	\$99,310	Salaries for Zoning staff for 2 part-time Zoning Officials
PAYROLL TAXES	\$0	\$5,966	\$7,978	\$7,978	\$7,556	\$7,597	Calculated based on 7.65% of salaries.
FRS CONTRIBUTIONS	\$0	\$9,921	\$8,260	\$8,260	\$7,900	\$8,203	Rate increase from 7.92% to 8.26% thru Jul '19
CONTRACTUAL SERVICES	\$0	-\$450	\$0	\$0	\$0	\$0	
<b>SUB-TOTAL ZONING EXPENDITURES</b>	<b>\$0</b>	<b>\$114,104</b>	<b>\$120,532</b>	<b>\$120,532</b>	<b>\$114,229</b>	<b>\$115,110</b>	
<b>AL BUILDING &amp; ZONING EXPENDITURES:</b>	<b>\$1,016,766</b>	<b>\$383,720</b>	<b>\$120,532</b>	<b>\$120,532</b>	<b>\$114,229</b>	<b>\$115,110</b>	
<b>PARKS - COMMUNITY SERVICES</b>							
REGULAR SALARIES	\$637,035	\$294,352	\$302,675	\$302,675	\$326,020	\$337,645	Current Salary and Wages for Parks staff
OVERTIME	\$108	\$873	\$500	\$500	\$1,000	\$1,000	For hourly employee overtime required to support events and activities
PAYROLL TAXES	\$48,303	\$24,345	\$23,155	\$23,155	\$24,941	\$25,830	Calculated based on 7.65% of salaries
FRS CONTRIBUTIONS	\$51,227	\$24,754	\$23,972	\$23,972	\$26,077	\$27,889	Rate increase from 7.92% to 8.26% thru Jul '19
HEALTH & LIFE INSURANCE	\$108,339	\$57,652	\$42,916	\$42,916	\$64,456	\$75,032	Includes medical, dental, vision and life

**TOWN OF MIAMI LAKES  
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GENERAL FUND**

**Expenditure Detail by Line Item**

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WIRELESS STIPEND	\$4,357	\$2,511	\$2,400	\$2,400	\$2,400	\$2,400	Stipend for Chief Operations Director, Greenspace Superintendent, Arborist, and 2 field operations employees
PROFESSIONAL SERVICES	\$78,000	\$78,780	\$79,560	\$79,560	\$81,661	\$82,742	Contract services for Business Operations Supervisor
MILEAGE REIMB	\$0	\$744	\$0	\$0	\$1,560	\$1,560	Savings due to availability of Town vehicles for staff to use
VEHICLE REPAIR & MAINTENANCE	\$2,542	\$2,838	\$3,500	\$3,500	\$10,000	\$5,000	Maintenance and repairs of 4 vehicles
PRINTING EXPENSE	\$263	\$0	\$1,000	\$1,000	\$1,700	\$2,500	Printing of program flyers for spring, summer and fall
ADMINISTRATIVE SUPPORT	\$0	\$9,648	\$0	\$0	\$0	\$0	Temporary staff to cover vacations, etc.
CREDIT CARD FEES	\$4,205	\$240	\$3,500	\$3,500	\$3,500	\$1,860	Includes credit card transaction fees for Parks
MISCELLANEOUS	\$543	\$612	\$700	\$700	\$700	\$700	Property taxes for Palm Springs N, Sec A (\$200) and Royal Oaks Security Guard Gate (\$500)
COACHES BACKGROUND CK	\$4,095	\$3,675	\$5,600	\$5,600	\$5,200	\$5,000	Background checks for all program coaches, instructors and volunteers
CHECK CERTIFICATION CLINIC	\$1,434	\$3,129	\$2,500	\$2,500	\$2,000	\$2,500	Certification provided by National Alliance of Youth Coaches
VEHICLE FUEL	\$3,930	\$3,592	\$5,000	\$5,000	\$3,692	\$4,500	Fuel, oil for 4 CLS vehicles
<b>SUB-TOTAL COMMUNITY SERVICES:</b>	<b>\$945,661</b>	<b>\$507,745</b>	<b>\$496,977</b>	<b>\$496,977</b>	<b>\$554,906</b>	<b>\$576,159</b>	
<b>ROYAL OAKS PARK</b>							
JANITORIAL	\$0	\$0	\$66,550	\$66,550	\$62,488	\$60,880	Janitorial contract
ROYAL OAKS PARK TELECOMMUNICATIONS	\$9,134	\$9,784	\$9,600	\$9,600	\$11,728	\$11,000	Phones (\$9,600)
ROYAL OAKS PARK UTILITIES	\$82,372	\$95,429	\$98,100	\$98,100	\$96,890	\$100,000	FPL (\$80,000), water and sewer (\$3,000) and waste removal (\$15,100)
ROP MAINTENANCE CONTRACT	\$304,561	\$330,942	\$291,500	\$291,500	\$285,846	\$285,000	Grounds Maintenance Contract (\$285,000)
ROP REPAIRS & MAINTENANCE (GROUNDS)	\$35,499	\$20,243	\$60,000	\$50,000	\$60,000	\$83,000	General grounds repairs including irrigation, sod, electrical, plumbing and field equipment (\$53,000), handyman services (\$7,000). Repair pathway and concrete flags (\$15,000) and field fences (\$8,000)
ROP OPERATING COSTS (FACILITY)	\$24,757	\$49,317	\$31,250	\$41,250	\$41,250	\$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).

**TOWN OF MIAMI LAKES**  
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**GENERAL FUND**

Expenditure Detail by Line Item

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ROP-FUR & EQUIP / NON CAP	\$0	\$5,050	\$5,000	\$5,000	\$5,000	\$5,000	Non-capital equipment replacement
MACHINERY AND EQUIPMENT	\$0	\$2,899	\$0	\$35,000	\$35,000	\$0	FY18 AC unit replacement
<b>SUB-TOTAL ROYAL OAKS PARK:</b>	<b>\$465,961</b>	<b>\$513,663</b>	<b>\$562,000</b>	<b>\$597,000</b>	<b>\$598,202</b>	<b>\$576,130</b>	
<b>PARK EAST YOUTH CENTER</b>							
SALARIES	\$0	\$46,561	\$44,872	\$44,872	\$29,522	\$35,000	Current salary and wages
PAYROLL TAXES	\$0	\$2,915	\$3,433	\$3,433	\$2,258	\$2,678	Calculated based on 7.65% of salary
FRS RETIREMENT CONTRIBUTION	\$0	\$3,193	\$5,493	\$5,493	\$2,338	\$2,891	Rate increase from 7.92% to 8.26% thru Jul '19
HEALTH & LIFE INSURANCE	\$0	\$4,683	\$19,461	\$19,461	\$10,729	\$11,744	Includes medical, dental, vision and life
WIRELESS STIPEND	\$0	\$480	\$480	\$480	\$480	\$480	Stipend for Recreation Specialist
JANITORIAL	\$24,786	\$30,577	\$30,600	\$30,600	\$30,600	\$27,040	Janitorial service
TELECOMMUNICATIONS	\$2,344	\$5,341	\$4,500	\$4,500	\$4,666	\$4,500	Phones, fire and burglar alarm
UTILITIES	\$9,668	\$9,756	\$14,070	\$14,070	\$12,133	\$14,070	FPL (\$6,250), water and sewer (\$4,000) and waste removal (\$3,420)
MAINTENANCE CONTRACT	\$3,537	\$9,511	\$12,500	\$12,500	\$9,600	\$12,500	Base grounds contract (\$12,500) including additional mows
REPAIRS & MAINTENANCE (GROUNDS)	\$2,302	\$3,930	\$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)	\$7,549	\$13,903	\$15,360	\$15,360	\$15,360	\$18,000	Operating costs for facility handyman/general repairs (\$7,640), Electrical (\$3,000), Plumbing (\$3,000), ac maintenance (\$1,500), pest control (\$360), and Art in Public Places maintenance (\$2,500).
MISCELLANEOUS EXPENSE	\$2,664	\$494	\$0	\$0	\$0	\$0	-
PARKS IMPROVEMENT / NON CAP	\$1,667	\$811	\$5,000	\$5,000	\$5,000	\$5,000	Non-capital equipment replacement
INFRASTRUCTURE	\$0	\$8,040	\$0	\$0	\$0	\$0	
MACHINERY AND EQUIPMENT	\$0	\$4,064	\$0	\$0	\$0	\$0	-
<b>SUB-TOTAL PARK EAST YOUTH CENTER:</b>	<b>\$54,518</b>	<b>\$144,258</b>	<b>\$160,769</b>	<b>\$160,769</b>	<b>\$127,687</b>	<b>\$138,902</b>	
<b>PARK WEST - MARY COLLINS COMMUNITY CENTER</b>							
JANITORIAL	\$39,024	\$39,857	\$40,880	\$40,880	\$39,880	\$48,880	Contract for janitorial services
TELECOMMUNICATIONS	\$1,673	\$2,287	\$2,400	\$2,400	\$4,603	\$4,920	Phones fire and burglar alarm
UTILITIES	\$19,340	\$22,812	\$22,700	\$22,700	\$22,890	\$22,700	FPL, waste, water and sewer
REPAIR & MAINTENANCE CONTRACT	\$22,803	\$19,300	\$30,850	\$30,850	\$24,484	\$30,850	Base grounds contract (\$24,994), 12 additional
REPAIR AND MAINTENANCE (GROUNDS)	\$7,630	\$6,848	\$7,500	\$7,500	\$7,500	\$7,500	General grounds repair, irrigation, sod,

**TOWN OF MIAMI LAKES  
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ACCOUNT NAME/DESCRIPTION	FY2015-16 ACTUALS	FY2016-17 ACTUALS	FY2017-18 ADOPTED BUDGET	FY2017-18 REVISED BUDGET	FY2017-18 YEAR-END PROJECTION	FY2018-19 PROPOSED BUDGET	BUDGET COMMENTS
REPAIR AND MAINTENANCE (FACILITY)	\$16,984	\$24,094	\$27,000	\$27,000	\$25,000	\$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	\$4,640	\$3,512	\$20,000	\$10,315	\$10,315	\$5,000	Non-capital equipment replacement
INFRASTRUCTURE	\$12,984	\$12,566	\$0	\$0	\$0	\$0	FY17 include fire alarm equipment
MACHINERY AND EQUIPMENT	\$0	\$4,064	\$0	\$9,685	\$9,685	\$21,000	Install new pump station
PARKS - CAP OUTLAY	\$0	\$0	\$0	\$0	\$0	\$0	FY17 include park signs
<b>SUB-TOTAL MINI PARK - WEST:</b>	<b>\$125,078</b>	<b>\$135,340</b>	<b>\$151,330</b>	<b>\$151,330</b>	<b>\$144,357</b>	<b>\$167,850</b>	
<b>MIAMI LAKES OPTIMIST PARK</b>							
JANITORIAL		\$0	\$0	\$0	\$0	\$26,200	Contract for janitorial services
MIAMI LAKES OPTIMIST TELECOMMUNICATI	\$7,935	\$9,693	\$11,025	\$11,025	\$11,823	\$12,000	Phones fire and burglar alarm
MIAMI LAKES OPTIMIST UTILITIES	\$100,261	\$99,632	\$121,080	\$121,080	\$108,054	\$112,000	FPL, waste, water and sewer.
MIAMI LAKES OPTIMIST PARK MAINTENANC	\$496,123	\$494,310	\$549,890	\$514,890	\$496,863	\$456,000	Contract with Brightview including pressure cleaning of dock (\$456,000).
REPAIRS AND MAINTENANCE (GROUNDS)	\$33,649	\$38,295	\$36,000	\$36,000	\$36,000	\$40,000	General grounds repairs including irrigation (\$10,000), sod (\$10,000), electrical and plumbing (15,000) and handyman services (\$5,000).
REPAIRS AND MAINTENANCE (FACILITY)	\$4,292	\$8,556	\$18,285	\$18,285	\$20,000	\$20,000	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)
SPORTS HALL OF FAME		\$0	\$0	\$0	\$400	\$400	Annual Sports Hall of Fame ceremony
MIAMI LAKES PARK MARINA OPERATIONS	\$4,360	\$70	\$1,500	\$1,500	\$600	\$1,000	Bait & tackle
MIAMI LAKES PARK/IMPROVEMENTS	\$21,283	\$18,033	\$20,000	\$15,000	\$15,000	\$20,000	Park and facility improvements including athletic equipment
MACHINERY & EQUIPMENT/CAPITAL OUTLA'	\$0	\$0	\$0	\$5,000	\$5,000	\$0	FY18 Lightning detection equipment
<b>TOTAL MIAMI LAKES OPTIMIST PARK:</b>	<b>\$667,903</b>	<b>\$668,589</b>	<b>\$757,780</b>	<b>\$722,780</b>	<b>\$693,740</b>	<b>\$687,600</b>	

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<b>MINI PARKS</b>							
UTILITIES	\$18,744	\$24,747	\$24,000	\$24,000	\$32,448	\$24,000	FPL (\$18,000), water and sewer (\$6,000)
MAINTENANCE CONTRACT	\$234,375	\$186,964	\$244,000	\$244,000	\$234,082	\$290,000	Grounds maintenance contract with Superior (\$192,000), annual wood fiber playground mulch replenishment (\$45,000). Beach Park maintenance contract with SFM (\$53,000) includes bi-annual sand refurbishment
REPAIRS & MAINTENANCE (GROUNDS)	\$31,601	\$35,698	\$63,610	\$63,610	\$62,183	\$63,610	General grounds repairs including irrigation, sod, debris removal and K-9 Cove maintenance (\$43,000), lake maintenance (12,000), playground cleaning (\$7,960) and pest control (\$650)
MINI PARKS-TREE TRIMMING	\$14,460	\$27,060	\$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	\$4,850	\$12,148	\$5,000	\$5,000	\$5,000	\$5,000	Pocket parks and playground amenities replacement as needed
<b>SUB-TOTAL MINI PARKS:</b>	<b>\$306,970</b>	<b>\$286,617</b>	<b>\$364,110</b>	<b>\$364,110</b>	<b>\$361,213</b>	<b>\$410,110</b>	
<b>BARBARA GOLEMAN</b>							
BARBARA GOLEMAN MAINT	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	Per agreement
<b>UB-TOTAL BARBARA GOLEMAN :</b>	<b>\$4,000</b>	<b>\$4,000</b>	<b>\$4,000</b>	<b>\$4,000</b>	<b>\$4,000</b>	<b>\$4,000</b>	
<b>TOTAL PARKS - COMMUNITY SERVICES</b>	<b>\$2,570,091</b>	<b>\$2,260,213</b>	<b>\$2,496,966</b>	<b>\$2,496,966</b>	<b>\$2,484,105</b>	<b>\$2,560,751</b>	

**COMMUNITY OUTREACH AND ENGAGEMENT**

**LEISURE SERVICES**

SALARIES	\$30,161	\$302,228	\$287,282	\$287,282	\$212,433	\$186,447	Current Salary and Wages
OVERTIME		\$124	\$0	\$0	\$0	\$0	
COMPENSATED ABSENCES - CURRENT		\$109	\$0	\$0	\$0	\$0	
PAYROLL TAXES	\$2,197	\$21,663	\$21,977	\$21,977	\$16,251	\$14,263	Calculated based on 7.65% of salaries
FRS RETIREMENT CONTRIBUTION	\$2,080	\$22,565	\$22,753	\$22,753	\$15,950	\$15,400	Rate increase from 7.92% to 8.26% thru Jul '19
HEALTH & LIFE INSURANCE	\$4,219	\$28,819	\$42,916	\$42,916	\$24,866	\$35,231	Includes medical, dental, vision and life
WIRELESS STIPEND	\$0	\$1,301	\$1,440	\$1,440	\$1,000	\$1,440	Stipend for Director, 1 Leisure Services Manager and 2 Programs Coordinator

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YOUTH CENTER COMMUNITY PROGRAMS	\$5,301	\$11,212	\$10,100	\$10,100	\$10,100	\$10,055	Bus transportation for educational and community service opportunity field trips (\$2,880), equipment and supplies for workshops and theme nights, monthly punch card prizes, movie licensing, entry fees, etc. (\$5,200), t-shirts (\$200), Open House (\$1775)
CREDIT CARD FEES		\$125	\$0	\$0	\$0	\$0	-
TOWN COMMUNITY PROGRAMS	\$13,495	\$14,683	\$14,795	\$14,795	\$14,795	\$14,890	Annual recitals (\$2990), supplies for table tennis, archery, painting showcase & other (\$7,600), arts & craft and fitness for special needs adults (\$2,300), SAFEE Flight Program (\$2,000)
SOCIAL MEDIA TECH SUMMIT	\$0	\$0	\$0	\$0	\$0	\$0	Smart and Connected Community Master Plan
UNIFORMS	\$1,110	\$78	\$0	\$0	\$0	\$0	Includes all parks staff uniforms
<b>SUB-TOTAL LEISURE SERVICES:</b>	<b>\$58,563</b>	<b>\$402,907</b>	<b>\$401,262</b>	<b>\$401,262</b>	<b>\$295,395</b>	<b>\$277,727</b>	
<b>ECONOMIC DEVELOPMENT</b>							
SALARIES	\$0	\$0	\$22,700	\$22,700	\$70,954	\$55,000	Communications and Economic Development Manager Salary and Wages
PAYROLL TAXES	\$0	\$0	\$1,737	\$1,737	\$5,428	\$4,208	Calculated based on 7.65% of salary
FRS RETIREMENT CONTRIBUTION	\$0	\$0	\$1,798	\$1,798	\$5,675	\$4,543	Rate increase from 7.92% to 8.26% thru Jul '19
HEALTH & LIFE INSURANCE	\$0	\$0	\$0	\$0	\$6,810	\$10,280	Includes medical, dental, vision and life
WIRELESS STIPEND	\$0	\$0	\$240	\$240	\$0	\$480	cell phone allowance
PROFESSIONAL SERVICES	\$0	\$0	\$0	\$0	\$0	\$28,350	Contractual services for economic development committee (\$24,750) and Special Needs Advisory Board Liasion (\$3,600)
SOCIAL MEDIA PLAN	\$0	\$0	\$0	\$0	\$0	\$27,000	Media strategy implementation include Social Media software (\$14,000), hardware (\$2,700), advertisement (\$10,000) and misc (\$300)
<b>SUB-TOTAL ECONOMIC DEVELOPMENT:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$26,474</b>	<b>\$26,474</b>	<b>\$88,867</b>	<b>\$129,861</b>	
<b>COMMUNICATIONS</b>							
SALARIES	\$0	\$17,065	\$22,700	\$22,700	\$26,373	\$26,520	Part-time Information Specialist
PAYROLL TAXES	\$0	\$1,305	\$1,737	\$1,737	\$2,018	\$2,029	Calculated based on 7.65% of salary
FRS RETIREMENT CONTRIBUTION	\$0	\$1,299	\$1,798	\$1,798	\$2,028	\$2,191	Rate increase from 7.92% to 8.26% thru Jul '19
WIRELESS STIPEND	\$0	\$0	\$240	\$240	\$0	\$0	cell phone allowance
<b>SUB-TOTAL COMMUNICATIONS:</b>	<b>\$0</b>	<b>\$19,670</b>	<b>\$26,474</b>	<b>\$26,474</b>	<b>\$30,419</b>	<b>\$30,739</b>	

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<b>SPECIAL EVENTS</b>							
SALARIES	\$0	\$67,993	\$69,360	\$69,360	\$80,460	\$87,720	Director's Salary and Wages
PAYROLL TAXES	\$0	\$4,412	\$5,306	\$5,306	\$6,155	\$6,711	Calculated based on 7.65% of salary
FRS RETIREMENT CONTRIBUTION	\$0	\$5,145	\$5,493	\$5,493	\$6,436	\$7,246	Rate increase from 7.92% to 8.26% thru Jul '19
HEALTH & LIFE INSURANCE	\$0	\$11,532	\$19,461	\$19,461	\$12,412	\$14,628	Includes medical, dental, vision and life
WIRELESS STIPEND	\$0	\$443	\$480	\$480	\$480	\$480	cell phone allowance
SPEC EVENTS VETERANS DAY	\$6,863	\$5,786	\$6,000	\$8,500	\$8,500	\$6,000	Veterans Day Parade supplies.
SPEC EVENTS 4TH JULY	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$30,000	Fireworks contract
OTHER EVENTS	\$0	\$0	\$13,067	\$13,067	\$0	\$10,000	Pop up events to promote economic development.
<b>SUB-TOTAL SPECIAL EVENTS:</b>	<b>\$56,635</b>	<b>\$120,311</b>	<b>\$144,167</b>	<b>\$146,667</b>	<b>\$139,442</b>	<b>\$162,784</b>	
<b>COMMITTEES</b>							
<b>IGHBORHOOD IMPROVEMENT COMMITTEE</b>							
BEAUTIFICATION COMMITTEE AWARDS	\$0	\$0	\$2,000	\$2,000	\$2,000	\$2,000	
PEDES PEDESTRIAN & BIKE INITIATIVES	\$0	\$0	\$6,000	\$6,000	\$6,000	\$6,000	
HOA QUARTERLY HOA PROJECTS	\$0	\$0	\$500	\$500	\$100	\$500	
PROJ COMM PROJECTS/HOME IMPROVEMEI	\$0	\$0	\$500	\$500	\$500	\$500	
<b>TOTAL NEIGHBORHOOD IMP COMMITTEE:</b>	<b>\$2,568</b>	<b>\$0</b>	<b>\$9,000</b>	<b>\$9,000</b>	<b>\$8,600</b>	<b>\$9,000</b>	
<b>CULTURAL AFFAIRS COMMITTEE</b>							
BASEL ART BASEL MIAMI LAKES	\$0	\$836	\$1,500	\$1,500	\$1,500	\$1,500	
BLACK BLACK HISTORY MONTH CONCERT	\$0	\$3,351	\$3,750	\$3,750	\$3,750	\$3,750	
FILM CLASSIC FILM IN THE PARK	\$0	\$635	\$0	\$0	\$0	\$0	
BOOK BOOK READING	\$582	\$492	\$750	\$750	\$500	\$750	
COF CONCERT ON THE FAIRWAY	\$10,901	\$7,759	\$10,500	\$10,500	\$10,000	\$10,500	
CON CONCERTS	\$14,645	\$4,744	\$4,500	\$4,500	\$4,500	\$4,500	
CULTURAL AFFAIRS	\$0	\$412	\$0	\$0	\$0	\$0	
EARTH DAY	\$0	\$0	\$0	\$0	\$0	\$0	
FT FISHING	\$0	\$479	\$500	\$500	\$500	\$500	
FOUR FOURTH OF JULY	\$13,213	\$16,657	\$11,500	\$15,300	\$11,500	\$11,500	
HISP HISPANIC HERITAGE	\$318	\$9,951	\$10,500	\$10,450	\$9,500	\$10,500	
MLK MARTIN LUTHER KING EVENT	\$0	\$0	\$0	\$0	\$550	\$0	
WOMEN WOMEN HISTORY MONTH	\$0	\$989	\$2,250	\$2,250	\$2,250	\$2,250	
SCOT SCOTTISH AMERICAN HERITAGE MONT	\$0	\$600	\$1,000	\$1,700	\$1,300	\$1,000	
S FLI SPRING FLING(PAINT A PICTURE)	\$878	\$537	\$600	\$600	\$600	\$600	
<b>TOTAL CULTURAL AFFAIRS COMMITTEE:</b>	<b>\$40,536</b>	<b>\$47,442</b>	<b>\$47,350</b>	<b>\$51,800</b>	<b>\$46,450</b>	<b>\$47,350</b>	



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<b>ECONOMIC DEVELOPMENT COMMITTEE</b>							
MARKE MARKETING MATERIALS	\$1,415	\$10,601	\$11,000	\$11,000	\$11,000	\$11,000	
ML CH MISC EXPENSES	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	
REALT REALTOR EVENTS	\$3,000	\$1,801	\$5,200	\$5,200	\$3,105	\$5,200	
SHOWS MISC EXPENSES	\$4,965	\$6,756	\$3,000	\$3,000	\$3,000	\$3,000	
<b>TOTAL ECONOMIC DEVELOPMENT COMI</b>	<b>\$17,727</b>	<b>\$26,158</b>	<b>\$26,200</b>	<b>\$26,200</b>	<b>\$24,105</b>	<b>\$26,200</b>	
<b>EDUCATIONAL ADVISORY BOARD</b>							
AP LANGUAGE ARTS PROGRAM	\$17,147	\$26,000	\$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	\$2,823	\$2,541	\$4,000	\$4,000	\$4,000	\$4,000	
MISC. MISC. EXPENSES	\$585	\$995	\$300	\$300	\$300	\$300	
SAT/ SAT/ACT PREP COURSES	\$4,502	\$1,325	\$12,000	\$12,000	\$0	\$12,000	
STEM ELECTIVE COURSES	\$9,347	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	
EVENT TOWN EVENTS	\$0	\$0	\$2,000	\$2,000	\$1,000	\$2,000	
TEST STANDARDIZED TESTING SUPPORT	\$0	\$9,300	\$0	\$0	\$0	\$0	
<b>TOTAL EDUCATIONAL ADVISORY BOARD:</b>	<b>\$40,070</b>	<b>\$54,161</b>	<b>\$58,300</b>	<b>\$58,300</b>	<b>\$45,300</b>	<b>\$58,300</b>	
<b>ELDERLY AFFAIRS COMMITTEE</b>							
FORU COMMUNITY FORUMS	\$2,183	\$1,168	\$2,500	\$3,000	\$1,700	\$2,500	
HF EAC - HEALTH FAIR	\$2,071	\$1,226	\$500	\$2,400	\$1,000	\$500	
METET MEET & EAT	\$5,626	\$5,299	\$7,800	\$12,700	\$10,700	\$7,800	
MISC MISC EXPENSE/SUPPLIES	\$268	\$2,597	\$2,500	\$0	\$2,500	\$2,500	
SENIO SENIOR FIELD TRIP	\$6,353	\$5,806	\$6,000	\$6,500	\$6,500	\$6,000	
SG SR. GAMES	\$2,355	\$2,276	\$2,500	\$3,500	\$2,400	\$2,500	
SRSO SENIOR SOCIAL	\$20,769	\$14,492	\$15,200	\$14,300	\$12,800	\$15,200	
<b>TOTAL ELDERLY AFFAIRS COMMITTEE:</b>	<b>\$39,625</b>	<b>\$32,864</b>	<b>\$37,000</b>	<b>\$42,400</b>	<b>\$37,600</b>	<b>\$37,000</b>	
<b>YOUTH ACTIVITIES TASK FORCE</b>							
YOUTH ACTIVITIES TASK FORCE	\$0	\$545	\$0	\$0	\$0	\$0	
BR BICYCLE RODEO	\$997	\$5,626	\$6,000	\$5,300	\$4,700	\$6,000	
HHH HALLOWEEN HAUNTED HOUSE	\$8,019	\$12,092	\$10,000	\$16,364	\$16,500	\$10,000	
ICE ICE CREAM SOCIAL	\$0	\$3,789	\$0	\$950	\$4,700	\$0	
JUST JUST RUN	\$636	\$844	\$2,000	\$2,000	\$1,500	\$2,000	
MP MOVIES IN THE PARK	\$19,571	\$22,529	\$11,000	\$19,000	\$19,000	\$11,000	
RELAY RELAY FOR LIFE	\$0	\$113	\$250	\$0	\$0	\$250	
SPRIN SPRING FLING	\$4,356	\$7,540	\$7,000	\$9,375	\$10,000	\$7,000	
SPORT SPORTS PALOOZA/PRO SPORTS DAY	\$0	\$3,683	\$2,000	\$2,000	\$2,000	\$2,000	
SUMMER YOUTH EMPL INITIATIVE	\$0	\$320	\$300	\$300	\$150	\$300	

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WINTERFEST	\$7,500	\$0	\$6,450	\$4,936	\$4,860	\$6,450	
<b>TOTAL YOUTH ACTIVITIES TASK FORCE:</b>	<b>\$45,613</b>	<b>\$57,081</b>	<b>\$45,000</b>	<b>\$60,225</b>	<b>\$63,410</b>	<b>\$45,000</b>	
<b>PUBLIC SAFETY COMMITTEE</b>							
PUBLIC SAFETY IDENTITY THEFT PREVENTION	\$0	\$0	\$600	\$600	\$600	\$600	
BRKF POLICE APPRECIATION EVENT/BREAKF/	\$1,529	\$1,628	\$1,000	\$1,500	\$1,500	\$1,000	
CERT C.E.R.T TRAINING	\$0	\$0	\$250	\$250	\$250	\$250	
EDUCATIONAL MATERIALS	\$581	\$300	\$750	\$750	\$600	\$750	
<b>TOTAL PUBLIC SAFETY COMMITTEE:</b>	<b>\$2,110</b>	<b>\$1,928</b>	<b>\$2,600</b>	<b>\$3,100</b>	<b>\$2,950</b>	<b>\$2,600</b>	
<b>VETERANS AFFAIRS COMMITTEE</b>							
CARE PACKAGE DRIVE	\$1,000	\$0	\$1,000	\$1,000	\$1,000	\$1,000	
FLAG FLAG RETIREMENT CEREMONY	\$100	\$9	\$0	\$0	\$0	\$0	
MEMORIAL HONOR FUND	\$0	\$37	\$500	\$500	\$500	\$500	
PLAQU PURCH TREES W/PLAQUES	\$57	\$34	\$900	\$900	\$900	\$900	
<b>TOTAL VETERANS AFFAIRS COMMITTEE:</b>	<b>\$1,208</b>	<b>\$80</b>	<b>\$2,400</b>	<b>\$2,400</b>	<b>\$2,400</b>	<b>\$2,400</b>	
<b>TOTAL COMMITTEES EXPENDITURES:</b>	<b>\$189,458</b>	<b>\$219,714</b>	<b>\$227,850</b>	<b>\$253,425</b>	<b>\$230,815</b>	<b>\$227,850</b>	
<b>TOTAL COMMUNITY OUTREACH AND ENGAGEMENT EXPENDITURES</b>	<b>\$304,656</b>	<b>\$762,602</b>	<b>\$826,228</b>	<b>\$854,303</b>	<b>\$784,938</b>	<b>\$828,961</b>	
<b>PUBLIC WORKS</b>							
<b>PUBLIC WORKS ADMINISTRATION</b>							
REGULAR SALARIES	\$114,497	\$104,136	\$114,975	\$114,975	\$117,812	\$198,158	Salaries and wages for Office Specialist, and 50% funding for Chief of Operations, PW Director and PW Manager
PAYROLL TAXES	\$7,969	\$8,524	\$8,796	\$8,796	\$9,013	\$15,159	Calculated based on 7.65% of salaries
FRS CONTRIBUTIONS	\$5,619	\$7,552	\$9,106	\$9,106	\$9,423	\$16,368	Rate increase from 7.92% to 8.26% thru Jul '19
HEALTH & LIFE INSURANCE	\$9,931	\$7,031	\$11,751	\$11,751	\$11,701	\$29,203	Includes medical, dental, vision and life
WIRELESS STIPEND	\$242	\$447	\$720	\$720	\$720	\$480	50% Stipend for Chief of Operations, and PW Director
PROFESSIONAL SERVICES	\$0	\$14,067	\$0	\$0	\$0	\$0	Funding for professional consulting services as needed. FY17 includes services for Public Works Director vacancy
TOWN ENGINEER	\$48,037	\$14,843	\$25,000	\$25,000	\$16,000	\$0	Townwide projects, misc drainage and other inspections support (KHA - \$10,000)

**TOWN OF MIAMI LAKES  
FY 2018-19 PROPOSED BUDGET  
GENERAL FUND**

**Expenditure Detail by Line Item**

ACCOUNT NAME/DESCRIPTION	FY2015-16 ACTUALS	FY2016-17 ACTUALS	FY2017-18 ADOPTED BUDGET	FY2017-18 REVISED BUDGET	FY2017-18 YEAR-END PROJECTION	FY2018-19 PROPOSED BUDGET	BUDGET COMMENTS
PERMITS PLAN REVIEW	\$35,793	\$44,045	\$45,840	\$45,840	\$45,840	\$45,840	Independent Contractor for plans review and inspections. Offset by PW Permit revenues
VEHICLE REPAIR & MAINTENANCE	\$4,891	\$555	\$4,000	\$4,000	\$2,500	\$4,000	Maintenance for 2 PW vehicles
UNDERGROUND UTILITY LOCATION	\$34,880	\$48,383	\$31,054	\$31,054	\$37,049	\$41,530	Underground utility markings: High Tech (\$39,514), Sunshine state one call (\$2,016)
PW MISCELLANEOUS	\$4,732	\$2,697	\$5,000	\$5,000	\$5,000	\$3,000	Removal of holiday banners
OPERATING SUPPLIES	\$1,680	\$2,638	\$3,000	\$3,000	\$3,000	\$3,000	banners, chlorine, tools, materials for field work
UNIFORMS	\$127	\$40	\$0	\$0	\$0	\$0	Staff shirts - moved to Administration
VEH OPERATING & MAINT	\$3,711	\$2,640	\$3,000	\$3,000	\$2,903	\$3,000	Fuel and lubricants for 2 PW vehicles
FURN & EQUIP NON CAPITAL	\$802	\$1,141	\$2,000	\$2,000	\$2,000	\$2,000	Signage, barricades and other PW equipment.
<b>TAL PUBLIC WORKS ADMINISTRATION:</b>	<b>\$276,534</b>	<b>\$258,740</b>	<b>\$264,242</b>	<b>\$264,242</b>	<b>\$262,961</b>	<b>\$431,738</b>	
<b>PW - GREEN SPACE</b>							
RIGHT OF WAY ELECTRICITY	\$8,508	\$8,253	\$11,000	\$11,000	\$8,406	\$10,000	Electricity for entrance features, fountains and pumps
WATER REPAIR & MAINTENANCE	\$60,905	\$44,006	\$60,000	\$45,000	\$42,290	\$45,000	Water and sewer
	\$420,260	\$384,781	\$453,743	\$438,743	\$405,481	\$490,405	Grounds (\$248,235), FDOT ROW (\$14,884), Flowers/landscape beds and cul-de-sac (\$81,624), litter and debris/doggie stations (\$98,700), misc repairs including plumbing, electrical and handyman services (\$15,000). Enhanced services - FDOT 6 supplemental cycles (\$4,962) and FDOT 18 cycles on Palmetto Circle (\$27,000)
PUBLIC WORK ENTRY MAINT	\$2,428	\$5,257	\$4,700	\$4,700	\$8,200	\$4,700	Includes maintenance (\$2,700) and painting of 3 entrance features at 67th, 154th and 87th Avenues (\$2,000). FY18 includes tile installation at 154th Street fountain (\$3,500)
EXTERMINATION SERVICES	\$4,969	\$1,980	\$3,000	\$3,000	\$2,000	\$3,000	Extermination of rodents, bees, dead animals, etc
PW TREE REMOVAL	\$19,945	\$18,788	\$22,000	\$52,000	\$52,000	\$22,000	Removal of invasive, hazardous or dead trees
TREE TRIMMING	\$135,662	\$192,667	\$229,000	\$114,250	\$75,000	\$200,000	Per contract based on three year cycle; 7061 trees per cycle; Phase 2 includes annual cycle for aesthetic pruning along the major corridors and annual palm pruning
NEW TREE PLANTING	\$56,273	\$49,514	\$55,000	\$55,000	\$55,000	\$55,000	Tree planting
<b>SUB-TOTAL PW-GREEN SPACE:</b>	<b>\$717,938</b>	<b>\$705,245</b>	<b>\$838,443</b>	<b>\$723,693</b>	<b>\$648,377</b>	<b>\$830,105</b>	
<b>TOTAL PUBLIC WORKS EXPENDITURES:</b>	<b>\$994,472</b>	<b>\$963,985</b>	<b>\$1,102,685</b>	<b>\$987,935</b>	<b>\$911,338</b>	<b>\$1,261,843</b>	

**TOWN OF MIAMI LAKES  
FY 2018-19 PROPOSED BUDGET  
GENERAL FUND**

Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2015-16 ACTUALS	FY2016-17 ACTUALS	FY2017-18 ADOPTED BUDGET	FY2017-18 REVISED BUDGET	FY2017-18 YEAR-END PROJECTION	FY2018-19 PROPOSED BUDGET	BUDGET COMMENTS
<b>NON-DEPARTMENTAL</b>							
BAD DEBT EXPENSE- EMPLOY TAX 1	\$0	\$2,205	\$0	\$0	\$0	\$0	
BAD DEBT EXPENSE- ALARMS	\$0	\$85,038	\$0	\$0	\$0	\$0	FY17 Write off Alarm Debt
OPERATING SURPLUS	\$0	\$0	\$0	\$0	\$0	\$18,430	Reserve for private school security assistance
RESERVE FOR RENEWAL AND REPLACEMENT - SINKING FUND		\$0	\$0	\$0	\$0	\$150,000	Reserve for facility, equipment and infrastructure renewal and replacement
RESERVE FOR LITIGATION/SETTLEMENT	\$0	\$0	\$500,000	\$400,000	\$0	\$400,000	Reserve for Pizzi vs Town of Miami Lakes legal fee settlement
<b>AL NON-DEPARTMENTAL EXPENDITURES</b>	<b>\$1,206,705</b>	<b>\$87,243</b>	<b>\$500,000</b>	<b>\$400,000</b>	<b>\$0</b>	<b>\$568,430</b>	
<b>TOTAL GENERAL FUND EXPENDITURES</b>							
	<b>\$18,536,650</b>	<b>\$17,111,445</b>	<b>\$16,858,197</b>	<b>\$17,042,324</b>	<b>\$16,342,648</b>	<b>\$17,735,000</b>	



## **Special Revenue Funds**

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

# Town of Miami Lakes FY 2018-19 Proposed Budget

## Special Revenue Fund Detail

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

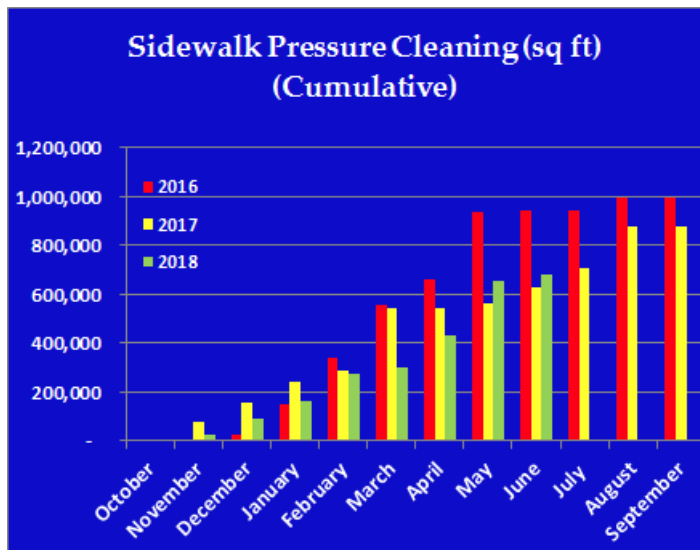
### Local Option Gas Tax

Pursuant to Florida Statute 336.025(1)(a), the Local Option Gas tax is derived from the six (6) cents tax imposed by Miami-Dade County on every gallon of motor and diesel fuel sold in the county. For FY 2018-19, the Town anticipates receiving approximately \$395,000 with a carryforward fund balance of \$111,940, for a total budget of \$506,940.

The funds are restricted for transportation related activities which includes sidewalk replacement (\$170,000) and pressure cleaning (\$80,000), road system maintenance (\$80,000), ADA compliance of our public rights-of-way (\$25,000), pothole repairs (\$20,000), signage replacement and striping of crosswalks (\$20,000). This budget has \$111,940 in reserves.

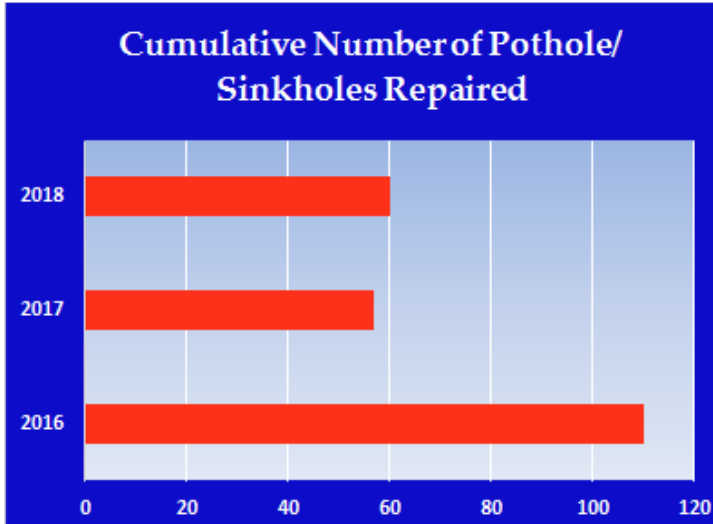
### Performance Measures

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 in FY18 as of the 3<sup>rd</sup> quarter was 684,169 sq. ft. Areas cleaned include the Town's major corridors such as Miami Lakeway N and S, NW 82<sup>nd</sup> Avenue, Fairway Drive, Main Street, the underpass at NW 154<sup>th</sup> Street and sidewalks adjacent to all schools.

# Town of Miami Lakes FY 2018-19 Proposed Budget



**Fig.2:** The number of pothole/sinkholes repaired at the end of the 3<sup>rd</sup> quarter of FY18 was 60. Potholes typically develop in wet and mucky conditions. This measure has decreased significantly from 2016 due to the completion of roadway resurfacing and drainage projects, and the department’s proactive inspections.



**Fig.3:** Signs are repaired when damaged or fading. The increase in FY18 is due to the effects of Hurricane Irma. A total of 70 street signs have been repaired as at the end of the 3<sup>rd</sup> quarter.

## 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 2018-19, approximately the same amount as the prior year. People’s Transportation Plan funds are allocated and restricted to 80% transportation activities and 20% transit activities.

## Town of Miami Lakes FY 2018-19 Proposed Budget

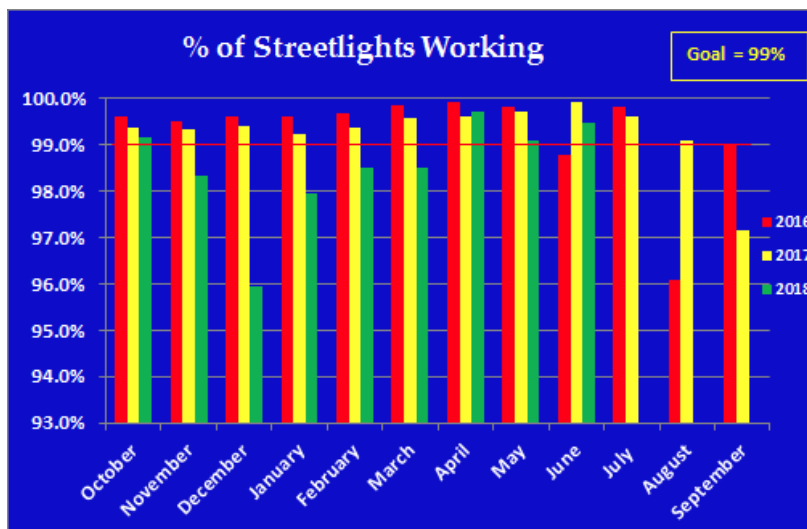
The People's Transportation Plan (PTP 80%) total budget for FY 2018-19 is \$1,102,122; this includes the 80% share of revenues (\$975,000), interest income (\$5,000) and prior year carry-over funds (\$122,122).

Funds are allocated for street lighting utilities (\$254,400) 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. The project was completed in late FY18, and it is expected that 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 2018-19 budget allocation reflects a decrease of \$65,000.

Additionally, funds are allocated for traffic studies related to the implementation of projects identified at the Transportation Summit (\$20,000), maintenance of our greenway bike paths (\$6,925), transfer to Capital Projects Fund for transportation related improvement projects including NW 59<sup>th</sup> Avenue extension (\$500,000) and Royal Oaks Roadway and Drainage (\$150,000), and staffing at 50% of cost to manage the program. This Fund has no 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 Miami Lakes of which 915 are owned by the Town. Over the 3<sup>rd</sup> quarter of FY18, approximately 99.49% 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.



# Town of Miami Lakes FY 2018-19 Proposed Budget

## Transit

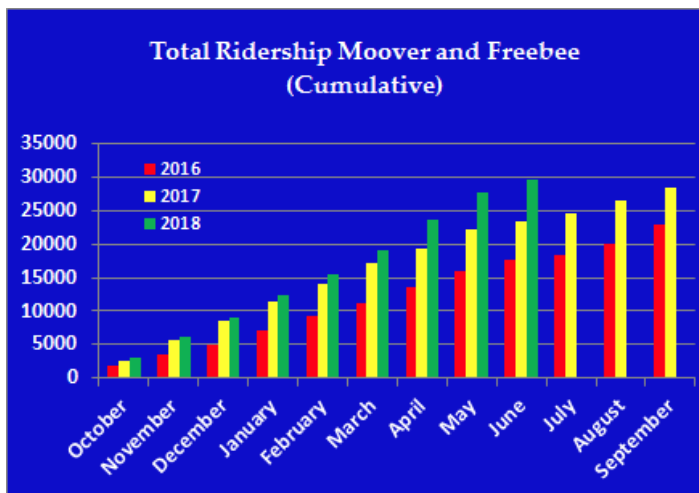
As mentioned above, at least 20% of the half-cent sales discretionary surtax proceeds are to be used specifically for transit related operations. The total budget for FY 2018-19 is \$384,888 which includes the 20% PTP share of \$240,000 and \$144,888 in prior year carry-over funds.

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 public via a fixed route system. The Moovers currently operates five (5) days per week on fixed routes during morning and evening peak periods. In May 2018, the Miami-Dade County Board of Commissioner's passed an amendment to the Citizens Independent Transportation Trust (CITT) ordinance to allow the use of on-demand transportation services as a PTP eligible expense effective November 2018. This will allow the Town to convert the current Moover circulator service to an on-demand/flex route to provide point to point public transportation through the Town of Miami Lakes. This service will operate three (3) vehicles running 5 days per week for 9.5 hours and is funded at \$228,000 for FY2019.

The budget also provides for traffic studies as needed (\$20,000), repair, maintenance and insurance of 23 bus shelters and bus stop signs (\$36,600), the production of marketing materials to support the transit program (\$5,000), and administrative expenses and staffing at 50% of cost to manage the program (\$66,547). This Fund has \$28,741 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 29,639 at the end of 3<sup>rd</sup> quarter, with 25,080 on the Moover route and 3,495 from Freebee service. Chart reflects an increase in ridership as compared to the prior years.

## *Town of Miami Lakes FY 2018-19 Proposed Budget*

### *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. 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 those 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.

In FY19, revenues from the program are estimated at \$7,500 with a carryforward fund balance of \$23,227, for a total budget of \$30,727 to offset the cost of removing and replacing those trees. 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 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 and 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 calculated as outlined in the Mobility Fee Ordinance, paid directly to the Town, and deposited to a Mobility Fee Trust Account Fund.

For FY 2018-19 revenues are estimated at \$335,000 from Lucida, Royal Oaks Island, 77<sup>th</sup> Court Office Building and Alari Office Building developments. Funds are allocated for an update assessment to the Alternative to Concurrency System (\$20,500), and a transfer to the Capital Projects Fund for design services to include bicycle lanes, sidewalk and crosswalk improvements at NW 60<sup>th</sup> Avenue (Business Park East - \$314,500).

This Fund has no reserves.

## *Town of Miami Lakes FY 2018-19 Proposed Budget*

### *Special Revenues - Other*

This sub-fund includes a one-time contribution of \$300,000 from the Lennar Development that was received in FY 2016 and restricted for educational projects and programs, per agreement. Approval was granted for the allocation of funds to supplement Miami-Dade County School Board contribution for enhanced security in the two K-8 public schools of the Town of Miami Lakes. The FY 2018-19 Budget includes a transfer of \$59,824 to the General Fund to supplement police overtime costs. The difference of \$240,176 remains as reserves for future educational projects and programs.

### *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. Two types of Impact Fees, Parks and Public Safety, 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.

**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 2018-19 are estimated at \$670,000 from new developments including Lennar Townhomes, Lucida, Senior Village Apartments, and Royal Oaks Island, and a carryforward fund balance of \$893,249, totaling \$1,563,249. There is no appropriation this fiscal year, therefore the total amount will remain as reserves and the funds earmarked for construction of Par 3 Park in FY2020.
- 2) Improvements – Revenues for FY 2018-19 are estimated at \$670,000 from new developments including Lennar Townhomes, Lucida, Senior Village Apartments, and Royal Oaks Island, and a carryforward fund balance of \$158,743, totaling \$828,743. This amount is transferred to the Capital Projects Fund for interior construction of the Senior Center (\$500,000) and funding for MLOP Master Plan (\$328,743).

**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

## *Town of Miami Lakes FY 2018-19 Proposed Budget*

for FY 2018-19 are estimated at \$310,000 from new developments including Lennar Townhomes, Lucida Apartments, Senior Village, and Town Center, and a carryforward fund balance of \$120,597 for a total budget of \$430,597. The budget provides for the purchase and implementation of a license plate recognition software (\$200,000) and mobile speed radar equipment (\$45,000). These items are effective public safety tools used to enhance law enforcement and investigative capabilities while promoting a safe and secure environment for our residents. The Fund has a Reserve of \$185,597 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 67<sup>th</sup> 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 which are currently underway.

### *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 2018-19 Proposed Budget for the Building Department Fund totals \$4,814,366, an overall increase of \$199,282 or 4.4% over FY18 year-end projections. Revenues, however, have decreased by approximately \$518,000 or 18% as the two new residential developments which began in FY 2016 have begun to taper off. Revenues include \$2,000,000 in building permit fees, technology fee of \$200,000, building permit violation

## Town of Miami Lakes FY 2018-19 Proposed Budget

fee, lost plans, and interest income \$70,000 and a carryforward fund balance of \$2,544,366.

The operating cost for FY 2018-19 is \$2,238,986 and includes 12.5 FTEs, contractual services for building inspection and plans review in support of new residential construction, 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 \$235,682 for administrative support provided by the General Fund. This fund has a reserve of \$2,575,380 and is expected to decrease as the new 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.

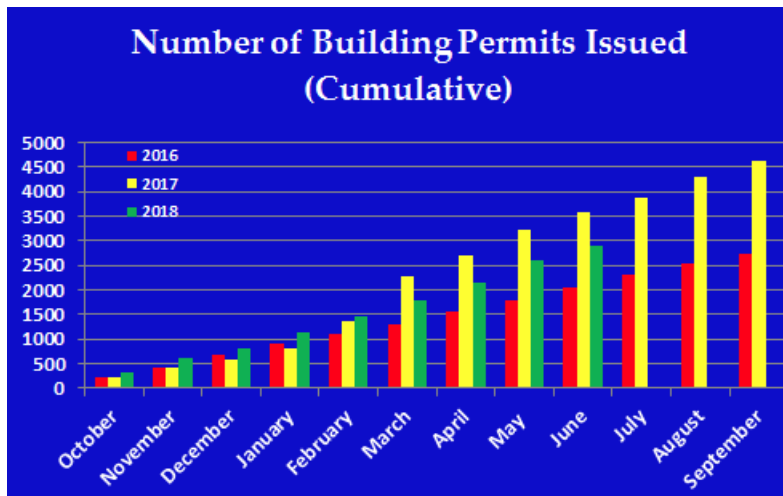
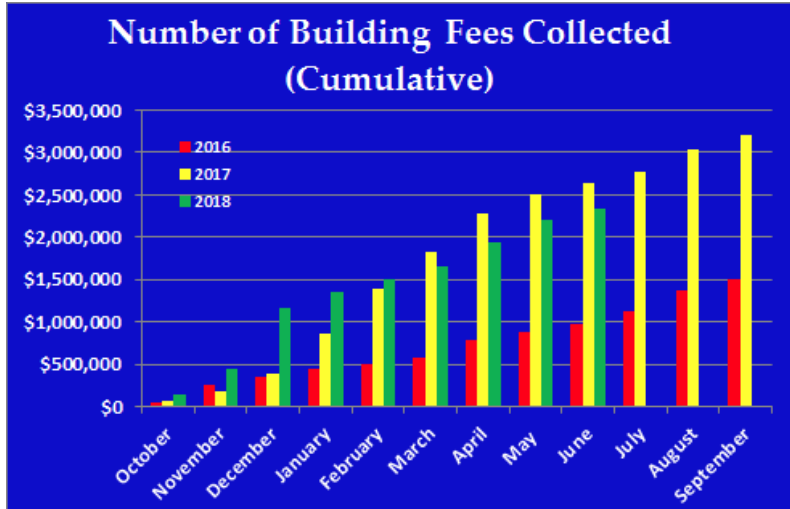


Fig.6: Cumulative number of Building Permits issued in FY18 at end of 3<sup>rd</sup> quarter has reached 2,914, primarily due to two new major residential developments.

# Town of Miami Lakes FY 2018-19 Proposed Budget



**Fig.7:** Cumulative amount of Building Permit Fees collected totals \$2,332,862 in FY18 as at 3<sup>rd</sup> quarter, which is significantly higher than FY16, but slightly lower than FY17. The increase is due to larger permits associated with Lennar and Town Center developments.



**Fig.8:** The cumulative number of Building Inspections performed in FY18 as at 3<sup>rd</sup> quarter has doubled as compared to FY16, and slightly higher than FY17. A total of 8,688 inspections was conducted thus far, and the Building Department continues to work diligently to provide excellent service while keeping up with the increased number of requests.

## Special Taxing Districts

In 2014, Town residents who were living within special taxing districts in the Town of Miami Lakes expressed interest in transferring these services to the Town with the goal of receiving hometown services. On November 8, 2016, Miami-Dade County voters approved a Charter Amendment authorizing a municipality to act as the governing body for special taxing districts within their municipalities. Once the amendment was approved, the residents of six special taxing districts within the Town presented a petition to be transferred from the County, and the Town Council approved

## *Town of Miami Lakes FY 2018-19 Proposed Budget*

the request on September 5, 2017. On January 21, 2018, elections within the districts' boundaries were conducted via mail-in ballot. All six districts received a majority vote ratifying the transfer to the Town. The Town organized public meetings with the resident of each district to discuss preferred level of services and the preliminary rates.

The Special Taxing Districts sub-fund of the Special Revenue Fund was created to account for the cost to provide public improvements and special services through a non-ad valorem assessment. Non-ad valorem assessments represent a cost share assigned to a group of properties to pay all or part of the cost associated with a specific public service or improvement, such as security guard services, lighting, lake, and landscape maintenance, primarily benefitting those properties. The Town of Miami Lakes will provide security guard services to four Districts, and lake maintenance to two Districts.

The FY 2018-19 Proposed Budget for all Districts total \$1,668,617 and includes the following rates for each District:

- Loch Lomond Security Guards - \$2,726.40
- Royal Oaks East Security Guards - \$977.73
- Royal Oaks Section 1 Security Guards - \$800.14
- Miami Lakes Section 1 Security Guards - \$285.37
- Lake Hilda Lake Maintenance - \$157.92
- Lake Patricia Lake Maintenance - \$231.46

**TOWN OF MIAMI LAKES**  
**FY 2018-19 PROPOSED BUDGET**  
**SPECIAL REVENUE FUNDS**  
Revenue and Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2015-16 ACTUALS	FY2016-17 ACTUALS	FY2017-18 ADOPTED BUDGET	FY2017-18 REVISED BUDGET	FY2017-18 YEAR-END PROJECTION	FY2018-19 PROPOSED BUDGET	BUDGET COMMENTS
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**SPECIAL REVENUE FUND**

**TRANSPORTATION GAS TAX**

**REVENUE**

1ST LOCAL OPT GAS TAXES - 6¢	\$400,889	\$415,546	\$373,572	\$373,572	\$393,245	\$395,000	Based on Dept of Revenue estimate
SR TRANSP BUDGET CARRYFORWARD	\$0	\$0	\$16,764	\$16,764	\$108,695	\$111,940	Prior year fund balance carryforward
<b>TOTAL REVENUES</b>	<b>\$400,889</b>	<b>\$415,546</b>	<b>\$390,336</b>	<b>\$390,336</b>	<b>\$501,940</b>	<b>\$506,940</b>	

**EXPENDITURE**

TRANSP- ADA COMPLIANCE	\$24,617	\$27,272	\$25,000	\$25,000	\$25,000	\$25,000	Sidewalk repairs for ADA compliance
ROADS - POTHOLE REPAIRS	\$12,803	\$9,356	\$20,000	\$20,000	\$20,000	\$20,000	Continuation of town-wide pothole repairs
SIDEWALK PRESSURE CLEANING	\$78,284	\$82,545	\$80,000	\$80,000	\$80,000	\$80,000	Sidewalks throughout Town and main roads
ROADS - SIDEWALK REPLACEMENT	\$164,518	\$138,367	\$170,000	\$170,000	\$170,000	\$170,000	Complete replacement of trip hazard and sidewalks Townwide, as necessary
ROADS - STRIPING & SIGNS	\$19,224	\$12,326	\$15,336	\$15,336	\$15,000	\$20,000	Sign replacement and roadway striping improvement
ROADS - CONTINGENCY	\$0	\$0	\$0	\$0	\$0	\$111,940	Contingency for transportation project needs
TRANSP - ROAD SYSTEM MAINT	\$89,226	\$85,677	\$80,000	\$80,000	\$80,000	\$80,000	60% roadway repairs and 40% median repairs (Irrigation and non-capital beautification improvements)
<b>TOTAL EXPENDITURES</b>	<b>\$388,673</b>	<b>\$355,543</b>	<b>\$390,336</b>	<b>\$390,336</b>	<b>\$390,000</b>	<b>\$506,940</b>	

**TRANSIT**

**REVENUE**

TRANSPORTATION 20% SALES TAX	\$241,864	\$242,327	\$240,000	\$240,000	\$245,031	\$240,000	20% of Half Cent Surtax for transit use only
SR TRANSIT BUDGET CARRYFORWARD	\$0	\$0	\$258,877	\$258,877	\$285,563	\$144,888	Prior year fund balance carryforward
<b>TOTAL REVENUES</b>	<b>\$241,864</b>	<b>\$242,327</b>	<b>\$498,877</b>	<b>\$498,877</b>	<b>\$530,594</b>	<b>\$384,888</b>	

**EXPENDITURE**

REGULAR SALARIES	\$42,058	\$27,360	\$38,500	\$38,500	\$39,385	\$39,270	Salary and wages for full-time employee to manage transit and traffic issues at 50% of cost.
BONUS/COST OF LIVING ADJUSTMENT	\$0	\$0	\$770	\$770	\$0	\$0	FY18 includes 2% COLA effective March 2018. Actual expense accounted for in salaries
PAYROLL TAXES	\$3,095	\$2,432	\$2,946	\$2,946	\$3,013	\$3,004	Calculated based on 7.65% of salaries
FRS CONTRIBUTIONS	\$3,083	\$2,418	\$3,049	\$3,049	\$3,150	\$3,244	Rate increase from 7.92% to 8.26% thru Jul '19
HEALTH AND LIFE INSURANCE	\$7,116	\$4,202	\$5,969	\$5,969	\$4,256	\$6,529	Includes medical, dental, vision and life
PROFESSIONAL SERVICES	\$0	\$1,933	\$0	\$0	\$0	\$0	No FY19 budget



**TOWN OF MIAMI LAKES**  
**FY 2018-19 PROPOSED BUDGET**  
**SPECIAL REVENUE FUNDS**  
Revenue and Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2015-16 ACTUALS	FY2016-17 ACTUALS	FY2017-18 ADOPTED BUDGET	FY2017-18 REVISED BUDGET	FY2017-18 YEAR-END PROJECTION	FY2018-19 PROPOSED BUDGET	BUDGET COMMENTS
TRAFFIC STUDIES	\$8,366	\$0	\$125,000	\$125,000	\$65,000	\$20,000	Traffic studies as needed. FY18 includes Park and Ride Feasibility Study
TRANSIT BUS CIRCULATOR with Freebee	\$114,675	\$121,336	\$124,950	\$124,950	\$128,771	\$228,000	Two regular Freebee and large vehicle operation
TRANSIT BUS/BUS SHELTER INS	\$22,950	\$25,665	\$25,665	\$25,665	\$26,584	\$26,600	Insurance for buses and bus shelters
TRAVEL & PER DIEM	\$255	\$475	\$1,500	\$1,500	\$1,500	\$1,500	Tolls, mileage, airfare to meetings & conferences
TRANSIT BUS SHELTERS REPAIRS & MAINT	\$21,068	\$6,242	\$16,000	\$16,000	\$16,000	\$10,000	Repair and maintenance of 23 bus shelters and bus stop signs
GPS REPAIR AND MAINTENANCE	\$4,339	\$4,967	\$8,600	\$8,600	\$6,700	\$0	No FY19 budget. FY18 includes annual maintenance on GPS tracking and repairs to cameras
TRANSIT BUS REPAIR AND MAINTENANCE	\$52,129	\$43,532	\$61,000	\$61,000	\$42,879	\$0	No FY19 budget. FY18 includes maintenance and repair service including parts and labor (\$38,000), storage fee (\$8,000), vehicle washes (\$2,400)
CONTINGENCY	\$0	\$0	\$26,928	\$26,928	\$0	\$28,741	Contingency for transit project needs
MARKETING PROMOTIONAL SUPPORT	\$7,298	\$194	\$20,000	\$20,000	\$5,000	\$5,000	Production of marketing materials and promotional support for Transit Program
TRANSIT ADMIN PROG EXP5%	\$12,093	\$12,116	\$12,000	\$12,000	\$11,500	\$12,000	Administrative expense
CAR CHARGING STATION	\$0	\$0	\$0	\$0	\$1,259	\$0	No FY19 budget.
FUEL, GAS, OIL	\$21,148	\$25,410	\$25,000	\$25,000	\$29,208	\$0	No FY19 budget. FY 18 includes fuel for 2 transit buses
EDUCATION & TRAINING	\$2,369	\$120	\$1,000	\$1,000	\$1,500	\$1,000	Registration for training and conferences
TRANSFER OUT TO GENERAL FUND	\$0	\$174,490	\$0	\$0	\$0	\$0	FY17 reflects transfer per CITT 2016 Audit
<b>TOTAL EXPENDITURES</b>	<b>\$395,301</b>	<b>\$452,892</b>	<b>\$498,877</b>	<b>\$498,877</b>	<b>\$385,706</b>	<b>\$384,888</b>	

**TREE ORDINANCE - BLACK OLIVE REMOVAL PROGRAM**

**REVENUE**

BLACK OLIVE PROGRAM - ANALYSIS	\$0						
BLACK OLIVE PROGRAM - FEE	\$9,618	\$423	\$0	\$0	\$5,500	\$2,500	Program fee
TREE REMOVAL PROGRAM - FEE	\$5,878	\$3,694	\$0	\$0	\$20,000	\$5,000	Program fee
TRANSF IN FROM GENERAL FUND	\$0	\$11,416	\$0	\$0	\$0	\$0	FY17 includes funding to expedite removal of Black Olive and other trees.
BUDGET CARRYFORWARD	\$0	\$0	\$0	\$0	-\$2,273	\$23,227	
<b>TOTAL REVENUES</b>	<b>\$15,496</b>	<b>\$15,533</b>	<b>\$0</b>	<b>\$0</b>	<b>\$23,227</b>	<b>\$30,727</b>	

**TOWN OF MIAMI LAKES**  
**FY 2018-19 PROPOSED BUDGET**  
**SPECIAL REVENUE FUNDS**  
Revenue and Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2015-16 ACTUALS	FY2016-17 ACTUALS	FY2017-18 ADOPTED BUDGET	FY2017-18 REVISED BUDGET	FY2017-18 YEAR-END PROJECTION	FY2018-19 PROPOSED BUDGET	BUDGET COMMENTS
<b>EXPENDITURE</b>							
BLACK OLIVE TREE PROGRAM	\$10,890	\$27,450	\$0	\$0	\$0	\$30,727	Tree removal and replacement expense
TRANSFER OUT - GEN FUND	\$0	\$0	\$0	\$0	\$0	\$0	
<b>TOTAL EXPENDITURES</b>	<b>\$10,890</b>	<b>\$27,450</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$30,727</b>	

**PEOPLE'S TRANSPORTATION PLAN (PTP 80%)**

<b>REVENUE</b>							
FTA-SRTA DIESEL BUS	\$0						
TRANSPORTATION 80% PTP	\$967,455	\$969,308	\$975,000	\$975,000	\$991,620	\$975,000	80% of Half Cent Surtax allocation
INSURANCE SETTLEMENT	\$0	\$8,060	\$0	\$0	\$7,984	\$0	FY18 Claims for light pole accidents
INTEREST EARNINGS	\$4,547	\$7,052	\$4,500	\$4,500	\$5,000	\$5,000	Interest income from Investment Portfolio
TRANSPORTATION BUDGET CARRYFORWARD	\$0	\$0	\$429,281	\$546,001	\$591,608	\$122,122	Prior year fund balance carryforward
<b>TOTAL REVENUES</b>	<b>\$1,148,386</b>	<b>\$984,420</b>	<b>\$1,408,781</b>	<b>\$1,525,501</b>	<b>\$1,596,212</b>	<b>\$1,102,122</b>	
<b>EXPENDITURE</b>							
REGULAR SALARIES		\$26,887	\$38,500	\$38,500	\$39,385	\$39,270	Salary and wages for full- time employee to
BONUS/COST OF LIVING ADJUSTMENT	\$0	\$0	\$770	\$770	\$0	\$0	FY18 includes 2% COLA effective March 2018. Actual expense accounted for in salaries
PAYROLL TAXES		\$994	\$2,945	\$2,945	\$3,013	\$3,004	Calculated based on 7.65% of salaries
FRS CONTRIBUTIONS		\$901	\$3,049	\$3,049	\$3,150	\$3,244	Rate increase from 7.92% to 8.26% thru Jul '19
HEALTH AND LIFE INSURANCE		\$0	\$5,969	\$5,969	\$4,256	\$6,529	Includes medical, dental, vision and life
PROFESSIONAL SERVICES	\$16,896	\$18,281	\$0	\$4,695	\$4,079	\$0	FY18 LED Lights Retrofit implementation completed
TRANSPORTATION STUDIES	\$43,596	\$23,816	\$50,000	\$50,000	\$70,000	\$20,000	Traffic studies related to Transportation Summit implementation. FY18 include I75 Bridge opening at NW 154/170 Streets (\$18,850) and reduce speed limit on 67 Avenue (\$12,000), Underpasses Impact Study (\$25,000) and Egan Lane Traffic Study (\$12,000)
DEMAND SERVICES - CONTRACT	\$0	\$0	\$79,500	\$79,500	\$0	\$0	No FY19 budget. Freebee on demand service offset by sponsorships
STREET LIGHTING UTILITIES	\$253,712	\$284,673	\$262,000	\$262,000	\$259,433	\$254,400	Street lighting utility expense. Reduction anticipated due to conversion of Town owned street lights to LED
STREET LIGHTING REPAIRS AND MAINT	\$72,483	\$67,640	\$70,000	\$70,000	\$100,000	\$70,000	Maintenance and repairs of street lights not owned by FPL
BIKEPATH/GREENWAY REPAIR & MAINT	\$16,050	\$13,502	\$12,268	\$12,268	\$5,000	\$6,925	Repair and maintenance of greenway bike path
CONTINGENCY	\$0	\$0	\$10,029	\$10,029	\$0	\$0	Contingency for Transportation project needs

**TOWN OF MIAMI LAKES**  
**FY 2018-19 PROPOSED BUDGET**  
**SPECIAL REVENUE FUNDS**  
Revenue and Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2015-16 ACTUALS	FY2016-17 ACTUALS	FY2017-18 ADOPTED BUDGET	FY2017-18 REVISED BUDGET	FY2017-18 YEAR-END PROJECTION	FY2018-19 PROPOSED BUDGET	BUDGET COMMENTS
ADMIN PTP EXP 5%	\$48,373	\$48,465	\$48,750	\$48,750	\$48,750	\$48,750	Administrative expense
LED LIGHT RETROFIT	\$0	\$258,382	\$0	\$112,025	\$112,024	\$0	FY18 Street Light retrofit program completed
MACHINERY AND EQUIPMENT	\$4,335	\$16,120	\$0	\$0	\$0	\$0	
TRANSFER CAPITAL-TRANSPORTATION	\$130,000	\$26,276	\$825,000	\$825,000	\$825,000	\$650,000	FY19 transfer for 59th Ave extension (\$500,000) and Stormwater Drainage Projects(\$150,000). FY18 includes transfer to Capital Projects Fund for bike path striping at 89th Avenue and Commerce Way (\$50,000) and 59th Avenue extension (\$775,000)
<b>TOTAL EXPENDITURES</b>	<b>\$1,014,781</b>	<b>\$785,937</b>	<b>\$1,408,781</b>	<b>\$1,525,501</b>	<b>\$1,474,091</b>	<b>\$1,102,122</b>	

**MOBILITY FEE TRUST ACCOUNT FUND**

**REVENUE**

MOBILITY FEE	\$660,194	\$3,462	\$382,252	\$382,252	\$94,154	\$335,000	Fees from Lucida Apts, Royal Oaks Island SFH, 77th Court Office Building and Alari Office Building
BUDGET CARRYFORWARD	\$0	\$0	\$195,656	\$195,656	\$195,656	\$0	
<b>TOTAL REVENUES</b>	<b>\$660,194</b>	<b>\$3,462</b>	<b>\$577,908</b>	<b>\$577,908</b>	<b>\$289,810</b>	<b>\$335,000</b>	

**EXPENDITURE**

CONTINGENCY RESERVES	\$0	\$0	\$277,908	\$174,860	\$0	\$0	Reserve for future projects
PROFESSIONAL SERVICES						\$20,500	Alternatives to Concurrency System update
TRAFFIC STUDIES	\$0	\$0	\$0	\$80,940	\$80,940	\$0	FY18 includes impact study of opening bridges at NW 154th Street and NW 170th Street over I-75
TRANSFER TO CAPITAL-TRANSPORTATION	\$0	\$468,000	\$300,000	\$322,108	\$208,870	\$314,500	FY19 Transfer to Capital for Business Park East (NW60th Avenue) project. FY18 Transfer to Capital include balance on design services of Underpasses (\$175,000) and balance on prior year projects. 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).
<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$468,000</b>	<b>\$577,908</b>	<b>\$577,908</b>	<b>\$289,810</b>	<b>\$335,000</b>	

**TOWN OF MIAMI LAKES**  
**FY 2018-19 PROPOSED BUDGET**  
**SPECIAL REVENUE FUNDS**  
Revenue and Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2015-16 ACTUALS	FY2016-17 ACTUALS	FY2017-18 ADOPTED BUDGET	FY2017-18 REVISED BUDGET	FY2017-18 YEAR-END PROJECTION	FY2018-19 PROPOSED BUDGET	BUDGET COMMENTS
<b>SPECIAL REVENUES - OTHER</b>							
<b>REVENUE</b>							
CONTRIBUTION FROM DEVELOPER	\$0	\$300,000	\$0	\$0	\$0	\$0	
BUDGET CARRYFORWARD	\$0	\$0	\$300,000	\$300,000	\$300,000	\$300,000	Contribution for educational purposes
<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$300,000</b>	
<b>EXPENDITURE</b>							
TRANSFER TO GENERAL FUND		\$0	\$0	\$0	\$0	\$59,824	To supplement public schools security - overtime assistance
CONTINGENCY FOR EDUCATION	\$0	\$0	\$300,000	\$300,000	\$0	\$240,176	Reserve for future educational projects and programs
<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$0</b>	<b>\$300,000</b>	
<b>TOTAL SPECIAL REVENUE FUND REVENUES:</b>	<b>\$2,466,828</b>	<b>\$1,924,814</b>	<b>\$3,175,902</b>	<b>\$3,292,622</b>	<b>\$3,241,783</b>	<b>\$2,659,677</b>	
<b>AL SPECIAL REVENUE FUND EXPENDITURES:</b>	<b>\$1,809,644</b>	<b>\$2,089,822</b>	<b>\$3,175,902</b>	<b>\$3,292,622</b>	<b>\$2,539,607</b>	<b>\$2,659,677</b>	

**TOWN OF MIAMI LAKES**  
**FY 2018-19 PROPOSED BUDGET**  
**IMPACT FEES FUNDS**  
Revenue and Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2015-16 ACTUALS	FY2016-17 ACTUALS	FY2017-18 ADOPTED BUDGET	FY2017-18 REVISED BUDGET	FY2017-18 YEAR-END PROJECTION	FY2018-19 PROPOSED BUDGET	BUDGET COMMENTS
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**IMPACT FEES FUND**

**PARKS IMPROVEMENT**

<u>REVENUES</u>							
PARKS IMPACT FEES - IMPROVEMENTS	\$3,486	\$491,916	\$854,170	\$1,193,184	\$510,000	\$670,000	Impact fees from Lucida, Senior Village Apartments, Royal Oaks Island, and other developments
INTEREST INCOME	\$32	\$1,929	\$5,000	\$5,000	\$2,500	\$0	Interest income from Investment Portfolio
PARKS BUDGET CARRYFORWARD	\$0	\$0	\$155,257	-\$183,757	-\$183,757	\$158,743	Prior year fund balance carryforward
<b>TOTAL REVENUES</b>	<b>\$3,517</b>	<b>\$493,845</b>	<b>\$1,014,427</b>	<b>\$1,014,427</b>	<b>\$328,743</b>	<b>\$828,743</b>	

<u>EXPENDITURES</u>							
TRANSFER TO CPF - PARKS (PIMP)	\$0	\$684,900	\$995,000	\$995,000	\$170,000	\$828,743	FY19 for Senior Center Buildout (\$500,000) and MLOP Master Plan (\$328,743). FY18 includes Transfer for Phase 2 of 3 of Pocket Parks signage, benches, etc (\$65,000), allocation for MLOP Master Plan design and partial construction (\$75,000) 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
CONTINGENCY - IMPROVEMENTS	\$0	\$0	\$19,427	\$19,427	\$0	\$0	Reserve for future projects
<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$684,900</b>	<b>\$1,014,427</b>	<b>\$1,014,427</b>	<b>\$170,000</b>	<b>\$828,743</b>	

**PARKS OPEN SPACE**

<u>REVENUES</u>							
PARKS IMPACT FEES - OPEN SPACE	\$3,781	\$526,871	\$820,031	\$1,145,638	\$500,000	\$670,000	Impact fees from Lucida, Senior Village Apartments, Royal Oaks Island, and other developments
PARKS BUDGET CARRYFORWARD	\$0	\$0	\$802,478	\$476,871	\$476,871	\$893,249	Prior year fund balance carryforward
<b>TOTAL REVENUES</b>	<b>\$3,781</b>	<b>\$526,871</b>	<b>\$1,622,509</b>	<b>\$1,622,509</b>	<b>\$976,871</b>	<b>\$1,563,249</b>	

**TOWN OF MIAMI LAKES**  
**FY 2018-19 PROPOSED BUDGET**  
**IMPACT FEES FUNDS**  
Revenue and Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2015-16 ACTUALS	FY2016-17 ACTUALS	FY2017-18 ADOPTED BUDGET	FY2017-18 REVISED BUDGET	FY2017-18 YEAR-END PROJECTION	FY2018-19 PROPOSED BUDGET	BUDGET COMMENTS
<b><u>EXPENDITURES</u></b>							
TRANSFER TO CPF - PARKS (POS)	\$0	\$50,000	\$30,000	\$68,000	\$83,622	\$0	FY18 Transfer for redevelopment of SW parcel of ROP for passive use and Madden's Hammock biodiversity study (\$15,622). FY17 transfer includes fully funding Dog Park (\$50,000 +
CONTINGENCY - OPEN SPACE	\$0	\$0	\$1,592,509	\$1,554,509	\$0	\$1,563,249	Reserve for future projects
<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$50,000</b>	<b>\$1,622,509</b>	<b>\$1,622,509</b>	<b>\$83,622</b>	<b>\$1,563,249</b>	

**PUBLIC SAFETY IMPACT FEES**

<b><u>REVENUES</u></b>							
PUBLIC SAFETY IMPACT FEES	\$62,826	\$182,642	\$470,054	\$470,054	\$230,000	\$310,000	Impact fees from Lucida, Senior Village Apartments, Alari Office Building, and other developments
INTEREST INCOME		\$867	\$0	\$0	\$500	\$0	
PUBLIC SAFETY BUDGET CARRYFORWARD	\$0	\$0	\$15,284	\$15,284	\$58,150	\$120,597	
<b>TOTAL REVENUES</b>	<b>\$62,826</b>	<b>\$183,509</b>	<b>\$485,338</b>	<b>\$485,338</b>	<b>\$288,650</b>	<b>\$430,597</b>	

<b><u>EXPENDITURES</u></b>							
LICENSE PLATE RECOGNITION SOFTWARE	\$7,080	\$9,897	\$200,000	\$200,000	-\$9,897	\$200,000	FY18 includes purchase and installation of license plate recognition software.
MOBILE SPEED RADAR	\$0	\$0	\$0	\$0	\$0	\$45,000	
CONTINGENCY	\$0	\$0	\$254,473	\$107,388	\$0	\$185,597	Reserve for public safety improvement projects
TRANSFER TO CPF - FACILITIES	\$24,765	\$0	\$0	\$0	\$0	\$0	
TRANSFER TO SRF	\$0	\$36,475	\$0	\$0	\$0	\$0	FY17 Transfer to zero out SRF
TRANSFER TO CPF - FACILITIES	\$0	\$110,000	\$30,865	\$177,950	\$177,950	\$0	FY18 includes transfer for Town Hall Emergency Generator and enclosure
<b>TOTAL EXPENDITURES</b>	<b>\$31,845</b>	<b>\$156,372</b>	<b>\$485,338</b>	<b>\$485,338</b>	<b>\$168,053</b>	<b>\$430,597</b>	

**ROAD IMPACT FEES (IN LIEU OF)**

<b><u>REVENUES</u></b>							
CONTRIBUTION IN LIEU OF ROAD IMPACT FE	\$0	\$0	\$408,069	\$489,934	\$0	\$641,934	Contribution from Town Center developments
BUDGET CARRYFORWARD	\$0	\$0	\$0	\$0	\$0	\$0	
<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$408,069</b>	<b>\$489,934</b>	<b>\$0</b>	<b>\$641,934</b>	

<b><u>EXPENDITURES</u></b>							
CONTINGENCY	\$0	\$0	\$0	\$0	\$0	\$0	Reserve for road impact fee improvement

**TOWN OF MIAMI LAKES**  
**FY 2018-19 PROPOSED BUDGET**  
**IMPACT FEES FUNDS**  
Revenue and Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2015-16 ACTUALS	FY2016-17 ACTUALS	FY2017-18 ADOPTED BUDGET	FY2017-18 REVISED BUDGET	FY2017-18 YEAR-END PROJECTION	FY2018-19 PROPOSED BUDGET	BUDGET COMMENTS
TRANSFER TO CPF - TRANSPORTATION IMPR	\$0	\$0	\$408,069	\$489,934	\$0	\$641,934	Transfer for 67th Avenue Widening Project and Adaptive Signalization
	\$0	\$0	\$0	\$0	\$0	\$0	
<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$408,069</b>	<b>\$489,934</b>	<b>\$0</b>	<b>\$641,934</b>	
<b>TOTAL IMPACT FEE FUND REVENUES:</b>	<b>\$70,125</b>	<b>\$1,204,225</b>	<b>\$3,530,343</b>	<b>\$3,612,208</b>	<b>\$1,594,264</b>	<b>\$3,464,523</b>	
<b>TOTAL IMPACT FEE FUND EXPENDITURES:</b>	<b>\$31,845</b>	<b>\$891,272</b>	<b>\$3,530,343</b>	<b>\$3,612,208</b>	<b>\$421,675</b>	<b>\$3,464,523</b>	

**TOWN OF MIAMI LAKES**  
**FY 2018-19 PROPOSED BUDGET**  
**BUILDING DEPARTMENT FUND**  
Revenue and Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2015-16 ACTUALS	FY2016-17 ACTUALS	FY2017-18 ADOPTED BUDGET	FY2017-18 REVISED BUDGET	FY2017-18 YEAR-END PROJECTION	FY2018-19 PROPOSED BUDGET	BUDGET COMMENTS
<b>BUILDING DEPARTMENT FUND</b>							
<b>REVENUE</b>							
BUILDING PERMITS - TECHNOLOGY FEE	\$0	\$290,825	\$260,000	\$260,000	\$247,032	\$200,000	Based on 10% of permit revenues
BUILDING PERMITS - LOST PLANS	\$0	\$7,132	\$7,700	\$7,700	\$10,849	\$10,000	Based on prior year's trend
BUILDING PERMITS	\$0	\$2,757,844	\$2,564,000	\$2,564,000	\$2,470,324	\$2,000,000	Includes \$1.56M from new development: Lennar, Lucida, Senior Village and other
BUILDING PERMITS - VIOLATION FEE	\$0	\$61,637	\$65,000	\$65,000	\$50,000	\$50,000	Based on trend
CODE COMPLIANCE PD EARLY	\$0	\$561	\$0	\$0	\$0	\$0	
INTEREST INCOME	\$0	\$9,389	\$15,000	\$15,000	\$10,000	\$10,000	Interest income from Investment Portfolio
FUND BALANCE CARRYFORWARD	\$0	\$0	\$1,565,743	\$1,565,743	\$1,826,879	\$2,544,366	Prior year fund balance carryforward
MISCELLANEOUS INCOME	\$0	\$84	\$0	\$0	\$0	\$0	
TRANSFER FROM GENERAL FUND	\$0	\$269,616	\$0	\$0	\$0	\$0	
<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$3,397,088</b>	<b>\$4,477,443</b>	<b>\$4,477,443</b>	<b>\$4,615,084</b>	<b>\$4,814,366</b>	
<b>EXPENDITURE</b>							
REGULAR SALARIES	\$0	\$865,896	\$1,044,789	\$1,044,789	\$1,095,277	\$1,201,717	Salaries for Building staff and Inspectors.
OVERTIME	\$0	\$2,118	\$0	\$0	\$1,000	\$0	Overtime as needed
EMPLOYEE BONUS/COLA	\$0	\$0	\$20,896	\$20,896	\$0	\$0	FY18 includes 2% COLA effective March 2018. Actual expense accounted for in salaries
PAYROLL TAXES	\$0	\$66,446	\$53,707	\$53,707	\$84,331	\$92,292	Calculated based on 7.65% of salaries
FRS CONTRIBUTIONS	\$0	\$64,500	\$55,236	\$55,236	\$87,530	\$99,178	Rate increase from 7.92% to 8.26% thru Jul '19
HEALTH & LIFE INSURANCE	\$0	\$90,607	\$123,611	\$123,611	\$118,543	\$154,690	Includes medical, dental, vision and life
WIRELESS STIPEND	\$0	\$1,936	\$2,400	\$2,400	\$2,400	\$2,400	Wireless stipend for Building Official, Chief Building Inspector and Senior Building Inspector, Supervisor and Permit Clerk
PROFESSIONAL SERVICES	\$0	\$176,007	\$225,000	\$225,000	\$170,170	\$225,000	Contractual services under ICA required due to increase in permit inspections. Expense offset by increase in revenues.
BUILDING CONTRACTUAL SERVICE	\$0	\$3,375	\$7,500	\$7,500	\$7,500	\$7,500	Landscaping Plans Reviewer (100 hrs @ \$75/hr)
BUILDING TRAVEL & PER DIEM	\$0	\$0	\$2,500	\$2,500	\$2,000	\$2,500	Travel to user conference for permitting system
CAR ALLOWANCE	\$0	\$18,000	\$18,000	\$18,000	\$18,000	\$24,000	Includes car allowance for Building Official, Chief, Senior and Building Inspectors (4)
BUILDING CELL PHONES	\$0	\$6,867	\$0	\$0	\$0	\$0	-
BUILDING COPIER LEASE	\$0	\$1,767	\$2,220	\$2,220	\$1,887	\$2,220	Building's copier rental and usage
INSURANCE	\$0	\$0	\$0	\$42,875	\$42,873	\$42,900	Property and liability insurance, workers compensation



**TOWN OF MIAMI LAKES**  
**FY 2018-19 PROPOSED BUDGET**  
**BUILDING DEPARTMENT FUND**  
Revenue and Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2015-16 ACTUALS	FY2016-17 ACTUALS	FY2017-18 ADOPTED BUDGET	FY2017-18 REVISED BUDGET	FY2017-18 YEAR-END PROJECTION	FY2018-19 PROPOSED BUDGET	BUDGET COMMENTS
REPAIR AND MAINTENANCE CONTRACTS	\$0	\$120	\$0	\$0	\$0	\$0	
CONTINGENCY	\$0	\$0	\$2,544,335	\$2,501,460	\$0	\$2,575,380	Reserve for additional expenses related to increase in permit activity
PRINTING & BINDING	\$0	\$0	\$600	\$600	\$600	\$600	Business cards and printed materials
BUILDING ADMIN SUPPORT	\$0	\$123,643	\$175,047	\$175,047	\$175,047	\$235,682	Overhead charges for administrative support of Building activities
BUILDING - CREDIT CARD FEES	\$0	\$49,466	\$46,975	\$46,975	\$45,051	\$46,975	Credit card transaction fees for Building Department - TRAKIT - web and counter
BUILDING OFFICE SUPPLIES	\$0	\$2,640	\$3,000	\$0	\$0	\$0	Office supplies transferred to Facilities Maintenance Fund
BUILDING UNIFORMS & BADGES	\$0	\$3,939	\$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	\$989	\$1,000	\$1,000	\$1,580	\$1,280	South Florida Building Officials membership (4 @ \$120); ASFPM (5@ \$160);
EDUCATION AND TRAINING		\$0	\$0	\$0	\$2,500	\$2,500	Registration and training at conferences
MACH & EQUIP	\$0	\$6,805	\$0	\$0	\$0	\$0	FY17 IPADS for new Building Inspectors (4 @ \$625 each) due to increased building activity
TRANSFER TO FACILITIES MAINTENANCE FUND	\$0	\$42,388	\$40,852	\$43,852	\$45,509	\$44,776	Building Department's portion of Town Hall building expenses @ 13% of total cost
TRANSFER TO GENERAL FUND	\$0	\$616	\$0	\$0	\$0	\$0	
	\$0	\$1,528,124	\$4,371,667	\$4,371,667	\$1,905,798	\$4,765,590	
SOFTWARE MAINTENANCE	\$0	\$38,294	\$34,036	\$34,036	\$39,270	\$34,036	Includes annual license & support for ITRAKit permitting system (\$33,336) and AutoCAD system (\$700).
ELECT RECORDS STORAGE/DIGITAL IMAGING	\$0	\$3,143	\$3,000	\$3,000	\$6,000	\$6,000	Digitization and printing of large plans
REMOTE ACCESS DEVICE DATA PLAN	\$0	\$649	\$8,740	\$8,740	\$8,000	\$8,740	Cell phones and data plans for inspector field devices. Floater Ipad (\$480) data plan used for credit card payments.
MACHINERY AND EQUIPMENT		\$0	\$0	\$0	\$6,650	\$0	FY18 Computer and peripherals - scanner and printer
SOFTWARE		\$0	\$60,000	\$60,000	\$105,000	\$0	FY18 Upgrade of ITRAKit permitting software
	\$0	\$42,086	\$105,776	\$105,776	\$164,920	\$48,776	
<b>TOTAL BUILDING DEPARTMENT REVENUE</b>	<b>\$0</b>	<b>\$3,397,088</b>	<b>\$4,477,443</b>	<b>\$4,477,443</b>	<b>\$4,615,084</b>	<b>\$4,814,366</b>	
<b>TOTAL BUILDING DEPARTMENT EXPENSES</b>	<b>\$0</b>	<b>\$1,570,210</b>	<b>\$4,477,443</b>	<b>\$4,477,443</b>	<b>\$2,070,718</b>	<b>\$4,814,366</b>	

SPTX DISTRICTS ASSESSMENT BUDGET  
LOCH LOMOND SECURITY GUARDS

MIAMI LAKES LOCH LOMOND - G157

188.00	FY2016	FY2017	FY2018	FY2019
SUBJECT AND TITLE	ACTUAL	ACTUAL	PROJECTED	PROPOSED BUDGET (Kent Security)
<b>ASSESSMENT RATE/UNITS</b>	<b>2,241.61</b>	<b>2,226.41</b>	<b>2,726.41</b>	2,726.40
TOTAL GUARDS SERVICES HOURS		-		17,520
TOTAL VEHICLE HOURS				8,760
TOTAL HOLIDAY HOURS				288
GUARD HOURLY RATE				21
VEHICLE HOURLY RATE				2
INTEREST EARNINGS	233	573		-
SPECIAL ASSESSMENTS	403,979	394,289	508,475	
OTHER MISCELLANEOUS REVENUES	12,053	-		
OTHER NON REVENUE(CARRYOVER)-BUDGET ONLY		-	(107,778)	-
<b>SUBTOTAL</b>	<b>416,264</b>	<b>394,862</b>	<b>400,697</b>	
REVENUES AT 100%				512,563
5% REVENUE ADJUSTMENT FOR DISCOUNTS AND DELAYED PAYMENTS				(25,628)
CARRYOVER	115,624	87,572		(20,000)
<b>REVENUE TOTAL</b>	<b>531,888</b>	<b>482,433</b>	<b>400,697</b>	<b>466,935</b>
<b>EXPENSES:</b>				
SECURITY SERVICES -GUARD	(421,522)	(396,287)	(329,697)	(370,022)
SECURITY GUARD HOLIDAY COST				(3,041)
POLICE OFF DUTY FOR HALLOWEEN				(300)
SECURITY SERVICES VEHICLE				(13,140)
<b>DIRECT COST SUBTOTAL</b>	<b>(372,318)</b>	<b>(343,179)</b>	<b>(401,902)</b>	<b>(370,022)</b>
OTHER GENERAL ADM. CHARGES (COUNTY)	(49,940)	(10,727)	(10,600)	
INDIRECT COST DIST (DEPT. PROS)		(3,578)	(9,400)	
OTHER CHARGES FOR COUNTY PROVIDED SERV. (SPTX)		(13,871)	(27,300)	
<b>INDIRECT COST SUBTOTAL</b>	<b>(49,940)</b>	<b>(28,176)</b>	<b>(47,300)</b>	<b>(37,840.00)</b>
ELECTRICAL SERVICES	(1,051)	(882)	(1,200)	(1,200)
WATER & SEWER SERVICE	(450)	-	(500)	
EXTERMINATOR SERV	(168)	(172)	(200)	(200)
JANITORIAL SERVICES	(844)	(918)	(1,000)	(1,000)
OTHER OUTSIDE CONTRACTUAL SERVICES	(17,914)	-	(300)	
VEHICLE AUCTION SERVICES	(77)	-		
OTHER OUTSIDE MAINTENANCE	(608)	-	(300)	(3,500)
GATE EQUIPMENT SERVICE, REPAIRS, ACCESS CARDS				(1,500)
GSA PRINTING & REPRODUCTION	(212)	(189)	(200)	(200)
APPLICATION SERVICES- SLA AGREEMENTS		(633)		
IT FIELD SERVICES-TIME & MATERIALS		(76)		
P&R PROJ. DIVISION INDIRECT		(16)		
P&R PROJ. FRINGE COSTS		(15)		
P&R PROJ. LABOR COSTS		(26)		
P&R PROJ. MATERIAL COSTS		(8)		
TELEPHONE-REGULAR	(252)	(198)	(200)	
TELEPHONE-LONG DISTANCE	(78)	(12)	(100)	
OTHER COMMUNICATION CHARGES		(0)		
NEWSPAPER ADVERTISING-LEGAL PUBLIC NOTIC		(250)		(250)
GRAPHIC SERVICES	(57)	-		
SPECIAL TAX DIST ELECT		-		(1,700)
PAINT-BUILDING	(8)	-		
EXPENDABLE TOOLS	(7)	(1)		
FIRE EQUIP MAINT & SUPPLIES	(3)	(9)		
OTHER REPAIR & MAINTENANCE SUPPLIES	(39)	-	(300)	(35,852)
BUILDING MATERIALS	(60)	(695)	-	(700)
ELECTRICAL FIXTURES	(13)	-		
HIGHWAY CONSTRUCTION SUPPLIES	(19)	-		
PAPER GOODS	(154)	-		
CLEANING SUPPLIES	(43)	(104)		(100)
SAFETY EQUIPMENT AND SUPPLIES		(110)		(100)
<b>OPERATING EXPENSES</b>	<b>(22,058)</b>	<b>(4,316)</b>	<b>(4,300)</b>	<b>(46,302)</b>
CONTINGENCY RESERVE			(19,400)	(5,000)
<b>SUBTOTAL EXPENSE (w/ reserves)</b>	<b>(444,316)</b>	<b>(375,671)</b>	<b>(472,902)</b>	<b>(459,164)</b>
<b>TOTAL EXPENSE</b>				
EST. CARRYFORWARD				
<b>PROJECT BALANCE</b>	<b>87,572</b>	<b>106,762</b>	<b>(72,205)</b>	<b>7,771</b>

Town Of Miami Lakes  
SECURITY GUARDS  
PROJECT: Miami Lakes Section One

MIAMI LAKES SECTION 1 - G216

841.00	FY2016	FY2017	FY2018	FY 2019
SUBJECT AND TITLE	ACTUAL	FAMIS* (FM12)	BUDGET	Alternate
<b>ASSESSMENT RATE/UNITS</b>	<b>361.17</b>	<b>328.36</b>	<b>285.86</b>	<b>285.37</b>
TOTAL GUARDS SERVICES HOURS				8,760
TOTAL VEHICLE HOURS				-
TOTAL HOLIDAY HOURS				192
GUARD HOURLY RATE				\$ 14.35
VEHICLE HOURLY RATE				
OTHER GENERAL GOVERN. CHG & FEES	275			
INTEREST EARNINGS	78	382		
SPECIAL ASSESSMENTS	268,412	240,103	246,374	
OTHER MISCELLANEOUS REVENUES	9,825			
OTHER NON REVENUE(CARRYOVER)-BUDGET ONLY		-	14,626	
<b>SUBTOTAL</b>	<b>278,589</b>	<b>240,485</b>	<b>261,000</b>	<b>-</b>
REVENUES AT 100%				239,996
5% REVENUE ADJUSTMENT FOR DISCOUNTS AND DELAYED PAYMENTS				(12,000)
CARRYOVER	(65,746)	(22,565)		
<b>REVENUE TOTAL</b>	<b>212,843</b>	<b>217,919</b>	<b>261,000</b>	<b>227,996</b>
<b>EXPENSES:</b>				
SECURITY SERVICES - GUARD	(200,712)	(194,924)	(196,300)	(125,706)
SECURITY GUARD HOLIDAY COST				(1,378)
POLICE OFF DUTY FOR EVENTS				
SECURITY SERVICES - VEHICLE				
<b>DIRECT COST SUBTOTAL</b>	<b>(200,712)</b>	<b>(194,924)</b>	<b>(196,300)</b>	<b>(127,084)</b>
OTHER GENERAL ADM. CHARGES (COUNTY)	(233)	(3,479)	(5,400)	
INDIRECT COST DIST (DEPT. PROS)		(2,777)	(6,200)	
OTHER CHARGES FOR COUNTY PROVIDED SERV. (SPTX)		(9,247)	(18,200)	
<b>INDIRECT COST SUBTOTAL</b>	<b>(233)</b>	<b>(15,504)</b>	<b>(29,800)</b>	<b>(23,840)</b>
ELECTRICAL SERVICES	(1,050)	(696)	(1,200)	(1,200)
WATER & SEWER SERVICE	(562)	(116)	(600)	(600)
EXTERMINATOR SERV	(168)	(172)	(200)	(200)
JANITORIAL SERVICES	(844)	(918)	(1,000)	(1,000)
OTHER OUTSIDE CONTRACTUAL SERVICES	(23,520)			
VEHICLE AUCTION SERVICES	(77)			
PAYOUTS GENERAL LIAB CLAIM		8,577		
OTHER OUTSIDE MAINTENANCE	(1,541)	(3,835)	(3,000)	(2,500)
GATE EQUIPMENT SERVICE, REPAIRS, ACCESS CARDS				(1,500)
GSA SERVICE TICKET CHARGES	(138)		(100)	
GSA PRINTING & REPRODUCTION	(212)	(161)	(100)	(200)
GSA CENTRAL SERVICES		(46)		
APPLICATION SERVICES- SLA AGREEMENTS		(356)		
IT FIELD SERVICES-TIME & MATERIALS		(43)		
P&R PROJ. DIVISION INDIRECT	(471)	(1,733)		
P&R PROJ. FRINGE COSTS	(406)	(1,632)		
P&R PROJ. LABOR COSTS	(787)	(3,190)		
P&R PROJ. EQUIP COSTS	(38)			
P&R PROJ. MATERIAL COSTS	(325)	(136)		
TELEPHONE-REGULAR -PROPOSED CANCELLING	(483)	(351)	(400)	
TELEPHONE-LONG DISTANCE	(21)	(0)		
OTHER COMMUNICATION CHARGES- CEL PHONE AT \$40/MONTH	(3,036)	(3,036)	(3,000)	(500)
NEWSPAPER ADVERTISING				(250)
GRAPHIC SERVICES	(57)		(100)	
REIMBURSEMENT FOR OTHER OPER EXP		200		
REPAIR PARTS-AUTO	(3)			
PAINT-BUILDING	(8)			
EXPENDABLE TOOLS	(7)	(3)		
FIRE EQUIP MAINT & SUPPLIES	(3)	(9)		
MAJOR REPAIR & MAINTENANCE SUPPLIES	(39)		(800)	(1,500)
BUILDING MATERIALS	(73)	(167)		
ELECTRICAL FIXTURES	(13)			
OTHER CONSTRUCTION MATERIALS & SUPPLIES	(364)	(402)		
HIGHWAY CONSTRUCTION SUPPLIES	(19)			
OFFICE SUPPLIES/OUTSIDE VENDORS		(9)		
PAPER GOODS	(154)			
CLEANING SUPPLIES	(43)	(93)		
SAFETY EQUIPMENT AND SUPPLIES		(117)		
<b>OTHER MAINTENANCE COST SUBTOTAL</b>	<b>(235,408)</b>	<b>(218,873)</b>	<b>(236,600)</b>	<b>(9,450)</b>
CONTINGENCY RESERVE			(24,400)	(5,613)
<b>TOTAL EXPENSE W/RESERVES</b>	<b>(235,408)</b>	<b>(218,873)</b>	<b>(261,000)</b>	<b>(165,987)</b>
EST. CARRYFORWARD				
<b>PROJECT BALANCE</b>	<b>(22,565)</b>	<b>(954)</b>		<b>62,010</b>

Town of Miami Lakes  
SECURITY GUARDS  
PROJECT : Royal Oaks East  
ROYAL OAKS EAST - G249

533.50	FY2017*	FY2018	FY 2019
SUBJECT AND TITLE	FM12	BUDGET	FINAL with commitment from HOA for supervision
<b>ASSESSMENT RATE PER UNITS</b>	<b>917.82</b>	<b>977.73</b>	<b>977.73</b>
TOTAL GUARDS SERVICES HOURS			17,520
TOTAL VEHICLE HOURS			-
TOTAL HOLIDAY HOURS			384
GUARD HOURLY RATE			\$ 21.12
VEHICLE HOURLY RATE			
OTHER 6% REVENUE REDUCTION	-		
INTEREST EARNINGS	528		
SPECIAL ASSESSMENTS	465,265	517,221	
OTHER MISCELLANEOUS REVENUES	-		
OTHER NON REVENUE(CARRYOVER)-BUDGET ONLY	-	(76,221)	
<b>SUBTOTAL</b>	<b>465,793</b>	<b>441,000</b>	
REVENUES AT 100%			521,619
5% REVENUE ADJUSTMENT FOR DISCOUNTS AND DELAYED PAYMENTS			(26,081)
CARRYOVER	(132,891)		
<b>REVENUE TOTAL</b>	<b>332,902</b>	<b>441,000</b>	<b>495,538</b>
<b>EXPENSES:</b>			
SECURITY SERVICES	(332,699)	(353,900)	(370,022)
SECURITY GUARD HOLIDAY COST			(4,055)
POLICE OFF DUTY FOR EVENTS			
SECURITY SERVICES - VEHICLE			
<b>DIRECT COST SUBTOTAL</b>	<b>(332,699)</b>	<b>(353,900)</b>	<b>(374,077)</b>
OTHER GENERAL ADM. CHARGES	(9,907)	(9,700)	
DIRECT COST OF MANAGEMENT AND MONITORING			(5,709)
INDIRECT COST DIST	(4,770)	(12,500)	
OTHER CHARGES (OVERHEAD FOR TOML 11.8%)	(18,494)	(36,400)	(25,900)
<b>INDIRECT COST SUBTOTAL</b>	<b>(33,172)</b>	<b>(58,600)</b>	<b>(31,609)</b>
ELECTRICAL SERVICES	(2,856)	(3,100)	(3,100)
WATER & SEWER SERVICE	(1,068)	(1,500)	(1,500)
EXTERMINATOR SERV	(344)	(400)	(400)
JANITORIAL SERVICES	(1,836)	(1,900)	(1,800)
OTHER OUTSIDE CONTRACTUAL SERVICES	-	(300)	-
VEHICLE AUCTION SERVICES	-		
OTHER OUTSIDE MAINTENANCE	(1,765)	(300)	(3,000)
GATE EQUIPMENT SERVICE, REPAIRS, ACCESS CARDS			(3,000)
GSA SERVICE TICKET CHARGES	(1,339)	(100)	
GSA PRINTING & REPRODUCTION	(400)	(300)	(200)
GSA POSTAGE	(252)		
GSA CENTRAL SERVICES	(92)		
APPLICATION SERVICES- SLA AGREEMENTS	(603)		
IT FIELD SERVICES-TIME & MATERIALS	(72)		
P&R PROJ. DIVISION INDIRECT	(76)		
P&R PROJ. FRINGE COSTS	(70)		
P&R PROJ. LABOR COSTS	(123)		
P&R PROJ. MATERIAL COSTS	(8)		
TELEPHONE-REGULAR - PROPOSED CANCELLING	(232)	(200)	-
TELEPHONE-LONG DISTANCE	(0)		
CELLULAR COMMUNICATION CHARGES \$40/MONTH	(1,518)	(1,500)	(960)
NEWSPAPER ADVERTISING-LEGAL PUBLIC NOTIC	(694)		(250)
GRAPHIC SERVICES	-	(100)	-
POSTAGE-REGULAR MAIL	-	(200)	-
REIMBURSEMENT FOR OTHER OPER EXP	180		
REPAIR PARTS-AUTO	-		
BATTERIES	-		
PAINT-BUILDING	-		
EXPENDABLE TOOLS	(3)		
FIRE EQUIP MAINT & SUPPLIES	(18)		
OTHER REPAIR & MAINTENANCE SUPPLIES	-	(800)	(5,000)
BUILDING MATERIALS	(376)		-
ELECTRICAL FIXTURES	-		
HIGHWAY CONSTRUCTION SUPPLIES	-		
GSA CENTRAL SERVICE SUPPLIES	-		
FURNITURE LESS THAN \$1,000	-		
PAPER GOODS	-		
CLEANING SUPPLIES	(185)		
SAFETY EQUIPMENT AND SUPPLIES	(300)		
REFRIGERATORS LESS THAN \$500	(159)		
OFFICE FURNITURE & EQUIPMENT	(322)		
Telephone and other			
<b>OTHER MAINTENANCE COST SUBTOTAL</b>	<b>(14,533)</b>	<b>(10,700)</b>	<b>(19,210)</b>
OPERATIONAL RESERVE AT 5% OF COST		(17,800)	(21,245)
<b>TOTAL EXPENSE W/RESERVES</b>	<b>(380,404)</b>	<b>(441,000)</b>	<b>(446,142)</b>
EST. CARRYFORWARD			
<b>CONTINGENCY RESERVE</b>	<b>(47,502)</b>	<b>-</b>	<b>49,396</b>

Town of Miami Lakes  
 ROYAL OAKS SECTION 1 SECURITY GUARDS

ROYAL OAKS SECT 1 - WEST

	589.00	FY2017*	FY2018	FY2019
SUBJECT AND TITLE	FM12	BUDGET		FINAL (no rover, setting aside \$5k for AC replacement and reducing administrative if RO-West will be performing supervision)
<b>ASSESSMENT RATE/UNITS</b>	<b>748.70</b>	<b>802.17</b>		<b>800.14</b>
TOTAL GUARDS SERVICES HOURS				17,520
TOTAL VEHICLE HOURS				-
TOTAL HOLIDAY HOURS				384
GUARD HOURLY RATE				\$ 21.12
VEHICLE HOURLY RATE				
OTHER GENERAL GOVERN. CHG & FEES				
INTEREST EARNINGS	634			
SPECIAL ASSESSMENTS	419,115	468,870		
OTHER MISCELLANEOUS REVENUES				
OTHER NON REVENUE(CARRYOVER)-BUDGET ONLY		(23,870)		
<b>SUBTOTAL</b>	<b>419,749</b>	<b>445,000</b>		
REVENUES AT 100%				471,280
5% REVENUE ADJUSTMENT FOR DISCOUNTS AND DELAYED PAYMENTS				(23,564)
CARRYOVER	(31,315)			
<b>REVENUE TOTAL</b>	<b>388,434</b>	<b>445,000</b>		<b>447,716</b>
<b>EXPENSES:</b>				
SECURITY SERVICES	(343,179)	(353,900)		(370,022)
SECURITY GUARD HOLIDAY COST				(4,055)
POLICE OFF DUTY FOR EVENTS				
SECURITY SERVICES - VEHICLE				
<b>DIRECT COST SUBTOTAL</b>	<b>(343,179)</b>	<b>(353,900)</b>		<b>(374,077)</b>
DIRECT COST OF MANAGEMENT AND MONITORING				(5,709)
OTHER GENERAL ADM. CHARGES	(8,640)	(9,800)		-
DIRECT COST OF MANAGEMENT AND MONITORING				
INDIRECT COST DIST	(4,770)	(12,500)		(25,900)
OTHER CHARGES FOR COUNTY (OVERHEAD RATE FOR TOML 11.8%)	(18,494)	(36,400)		-
<b>INDIRECT COST SUBTOTAL</b>	<b>(31,905)</b>	<b>(58,700)</b>		<b>(31,609)</b>
ELECTRICAL SERVICES	(2,312)	(3,200)		(3,100)
WATER & SEWER SERVICE	(3,405)	(3,000)		(3,000)
EXTERMINATOR SERV	(344)	(400)		(400)
JANITORIAL SERVICES	(1,836)	(1,900)		(1,800)
OTHER OUTSIDE CONTRACTUAL SERVICES		(700)		
VEHICLE AUCTION SERVICES				
OTHER OUTSIDE MAINTENANCE	(1,868)			(3,000)
GATE EQUIPMENT SERVICE, REPAIRS, ACCESS CARDS				(3,000)
GSA SERVICE TICKET CHARGES	(315)	(100)		
GSA PRINTING & REPRODUCTION	(412)	(300)		(200)
GSA POSTAGE	(291)			
GSA CENTRAL SERVICES	(92)			
APPLICATION SERVICES- SLA AGREEMENTS	(602)			
IT FIELD SERVICES-TIME & MATERIALS	(72)			
NETWORK SERVICES	(2,580)	(2,600)		
P&R PROJ. DIVISION INDIRECT	(528)			
P&R PROJ. FRINGE COSTS	(489)			
P&R PROJ. LABOR COSTS	(861)			
P&R PROJ. MATERIAL COSTS	(8)			
TELEPHONE-REGULAR - PROPOSED CANCELLING	(431)	(600)		
TELEPHONE-LONG DISTANCE	(4)	-		
CELL ULAR COMMUNICATION CHARGES - 2 AT \$40/MONTH	(1,518)	(1,500)		(960)
NEWSPAPER ADVERTISING-LEGAL PUBLIC NOTIC	(801)			(250)
GRAPHIC SERVICES	-	(100)		
REIMBURSEMENT FOR OTHER OPER EXP	130	-		
REPAIR PARTS-AUTO	-			
PAINT-BUILDING	-			
EXPENDABLE TOOLS	(3)			
FIRE EQUIP MAINT & SUPPLIES	(18)			
MAJOR REPAIR & MAINTENANCE SUPPLIES	-	(600)		(5,000)
BUILDING MATERIALS	(484)			
ELECTRICAL FIXTURES	-	-		
OTHER CONSTRUCTION MATERIALS & SUPPLIES	(87)			
HIGHWAY CONSTRUCTION SUPPLIES	-			
PAPER GOODS	-			
CLEANING SUPPLIES	(185)			
SAFETY EQUIPMENT AND SUPPLIES	(224)			
OFFICE FURNITURE & EQUIPMENT	(322)			
<b>OTHER MAINTENANCE COST SUBTOTAL</b>	<b>(19,964)</b>	<b>(15,000)</b>		<b>(20,710)</b>
CONTINGENCY- OPERATIONAL RESERVE		(17,400)		(21,320)
<b>TOTAL EXPENSE W/RESERVES</b>	<b>(395,047)</b>	<b>(445,000)</b>		<b>(447,716)</b>
EST. CARRYFORWARD				
<b>CONTINGENCY</b>	<b>(6,613)</b>	-		-

**TOWN OF MIAMI LAKES**  
**SPECIAL TAXING DISTRICTS ASSESSMENT BUDGET**  
**Lake Patricia - M751**

TITLE	FY 16-17	FY 17-18		FY 18-19
	ACTUAL	BUDGET	END OF YEAR PROJECTION	FINAL
Number of Units	74	74	72	72.5
Assesment rate	\$296.00	\$149.42	\$149.42	\$231.46
Bacterial Testing				0
Fish Stocking & Permit				1,100
Number of cycles				12
Number of summer cycles				6
<b>Revenues</b>				
ASSESSMENT	20,880	11,057	10,414	16,781
5% REVENUE ADJUSTMENT FOR DISCOUNTS AND DELAYED PAYMENTS				(839)
INTEREST	-		-	-
CARRYOVER (PROJECT BALANCE)		4,943	8,827	-
<b>Total Revenues</b>	<b>20,880</b>	<b>16,000</b>	<b>19,241</b>	<b>15,942</b>
<b>EXPENDITURES</b>				
CROSS INDEX SALARIES	916	1,000	900	-
CROSS INDEX FRINGE	478		500	-
WATER TREATMENT SE	7,315	8,900	8,900	11,900
GSA POSTAGE				200
APPLICATION SERVICES	31		-	-
IT FIELD SERVICES	4		-	-
OTHER GENERAL ADM.	614	600	600	-
OTHER GENERAL ADM.	1,510	2,700	1,600	1,342
OTHER CHARGES FOR	280	400	300	1,500
P&R PROJ. DIVISION	905	200	900	
CLERK OTHER CHARGES		300	300	
ELECTIONS		-	1,790	
NEWSPAPER ADVERTIS.			-	200
<b>SUBTOTAL (OPERATING)</b>	<b>12,053</b>	<b>14,100</b>	<b>15,790</b>	<b>15,142</b>
OPERATING RESERVES		1,900		800
<b>TOTAL EXPENDITURES</b>	<b>12,053</b>	<b>16,000</b>	<b>15,790</b>	<b>15,942</b>
<b>CARRYOVER</b>	<b>8,827</b>	<b>0</b>	<b>3,451</b>	<b>-</b>

**TOWN OF MIAMI LAKES**  
**SPECIAL TAXING DISTRICTS ASSESSMENT BUDGET**  
**Lake Hilda - M752**

TITLE	FY 16-17	FY 17-18		FY 18-19
	ACTUAL	BUDGET	END OF YEAR PROJECTION	FINAL
Number of Units		112	112	111
Assesment rate		\$296.00	\$296.00	\$157.92
Number of cycles				12
Number of summer cycles				6
<b>Revenues</b>	-			
ASSESSMENT	-	32,592	29,913	17,529
5% REVENUE ADJUSTMENT FOR DISCOUNTS AND DELAYED PAYMENTS				(876)
INTEREST	-			
CARRYOVER (PROJECT BALANCE)		0	(15,920)	(2,165)
<b>Total Revenues</b>	<b>772</b>	<b>32,592</b>	<b>13,993</b>	<b>14,488</b>
<b>EXPENDITURES</b>				
CROSS INDEX SALARIES	507	1,000	500	
CROSS INDEX FRINGE	265		300	
WATER TREATMENT SE	6,925	8,400	8,400	10,800
GSA PRINTING & REP	16			
GSA POSTAGE	52		100	100
APPLICATION SERVICES	33			
IT FIELD SERVICES	4			
OTHER GENERAL ADM.	656	600	600	
OTHER GENERAL ADM.	1,620	2,900	2,900	1,188
OTHER CHARGES FOR	301	500	500	1,500
P&R PROJ. DIVISION	857	200	900	
CLERK OTHER CHARGES		500	-	-
ELECTIONS			1,858	
NEWSPAPER ADVERTIS.	144		100	200
<b>SUBTOTAL (OPERATING)</b>	<b>11,380</b>	<b>14,100</b>	<b>16,158</b>	<b>13,788</b>
OPERATING RESERVES		1,400		700
<b>TOTAL EXPENDITURES</b>	<b>11,380</b>	<b>15,500</b>	<b>16,158</b>	<b>14,488</b>
<b>CARRYOVER</b>	<b>(10,608)</b>	<b>17,092</b>	<b>(2,165)</b>	<b>-</b>



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

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*Town of Miami Lakes FY 2018-19 Proposed Budget*

*Electric Utility Tax Revenue  
and  
Debt Service Fund*

*Electric Utility Tax Revenue*

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

Electric Utility Tax Revenue Fund was therefore created to ensure the appropriate capture of the revenue and the fees associated with the maintenance of the debt. All unused funds are transferred to the General Fund for general operations.

The Total Electric Utility Tax revenue for FY 2018-19 is budgeted at \$3,185,221, an increase of \$95,198 or 3% over the current year projections, following the state Public Service Commission's approval of a negotiated rate-hike settlement. The first increase was effective January 2017, another in January 2018 and another increase is due in June 2019, before declining slightly in January 2020. A transfer to the Debt Service Fund in the amount of \$370,745 is budgeted, and \$2,812,476 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 2018-19 includes the Series 2010 Special Obligation Bond for construction of Government Center.

The Series 2010 Bond Holder interest payment for FY 2018-19 is \$548,499 and the Federal Direct Payment (interest reimbursement) is estimated at \$179,304. The difference between these two amounts (\$369,195) represents the Town's portion of the debt service which is paid using the Electric Utility Tax revenues. Payment on the principal will begin in FY 2020 (\$380,000).

**TOWN OF MIAMI LAKES**  
**FY 2018-19 PROPOSED BUDGET**  
**ELECTRIC UTILITY TAX REVENUE**  
Revenue and Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2015-16 ACTUALS	FY2016-17 ACTUALS	FY2017-18 ADOPTED BUDGET	FY2017-18 REVISED BUDGET	FY2017-18 YEAR-END PROJECTION	FY2018-19 PROPOSED BUDGET	BUDGET COMMENTS
<b>ELECTRIC UTILITY TAX REVENUE</b>							
<b>REVENUES</b>							
ELECTRIC UTILITY SERVICE TAX	\$2,833,279	\$2,924,957	\$3,200,000	\$3,200,000	\$3,090,023	\$3,185,221	Utility tax levied on customer's electric bill
ELECTRIC UTILITY SERVICE TAX TO GF	-\$2,492,707	-\$2,550,480	-\$2,826,679	-\$2,826,679	-\$2,721,482	-\$2,812,476	Net of debt service to General Fund
ELEC UTIL BUDGET CARRYFORWARD	\$0	\$0	\$0	\$0	\$0	\$0	
TRANS GF ELEC UTIL	\$1,500	\$0	\$0	\$0	\$4,450	\$0	
<b>TOTAL REVENUES</b>	<b>\$343,622</b>	<b>\$374,477</b>	<b>\$373,321</b>	<b>\$373,321</b>	<b>\$372,991</b>	<b>\$372,745</b>	
<b>EXPENDITURES</b>							
PROFESSIONAL SERVICES		\$0	\$0	\$0	\$2,450	\$0	
CONTINGENCY	\$0	\$0	\$0	\$0	\$0	\$0	
FINANCIAL INSTITUTION FEES	\$1,350	\$0	\$0	\$0	\$0	\$0	
ANNUAL DISSEMINATION AGENT FEE	\$1,500	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	
TRANSFER TO DEBT SERV FUND	\$369,726	\$372,223	\$371,321	\$371,321	\$368,541	\$370,745	Transfer to pay debt service on Bond, Series 2010
<b>TOTAL EXPENDITURES</b>	<b>\$374,326</b>	<b>\$374,223</b>	<b>\$373,321</b>	<b>\$373,321</b>	<b>\$372,991</b>	<b>\$372,745</b>	

**TOWN OF MIAMI LAKES**  
**FY 2018-19 PROPOSED BUDGET**  
**DEBT SERVICE FUND**  
Revenue and Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2015-16 ACTUALS	FY2016-17 ACTUALS	FY2017-18 ADOPTED BUDGET	FY2017-18 REVISED BUDGET	FY2017-18 YEAR-END PROJECTION	FY2018-19 PROPOSED BUDGET	BUDGET COMMENTS
<b>DEBT SERVICE FUND</b>							
<b>REVENUES</b>							
INTEREST INCOME	-\$656	\$13,598	\$0	\$0	\$12,000	\$0	
TRANSFER IN FROM ELEC UTIL FD	\$371,276	\$372,223	\$371,321	\$371,321	\$368,541	\$370,745	
FEDERAL DIRECT PAYMENT	\$178,920	\$178,728	\$178,728	\$178,728	\$179,304	\$179,304	
<b>TOTAL REVENUES</b>	<b>\$2,228,218</b>	<b>\$564,549</b>	<b>\$550,049</b>	<b>\$550,049</b>	<b>\$559,845</b>	<b>\$550,049</b>	
<b>EXPENDITURES</b>							
FINANCIAL INSTITUTION FEES	\$0	\$2,700	\$1,350	\$1,350	\$1,350	\$1,350	
8038 CP PREPARATION FEES	\$0	\$400	\$200	\$200	\$200	\$200	
SERIES 2010 INTEREST	\$548,499	\$548,499	\$548,499	\$548,499	\$548,499	\$548,499	
TRANSFER OUT - ELECTRIC UTILITY REVENUE	\$1,550	\$0	\$0	\$0	\$0	\$0	
<b>TOTAL EXPENDITURES</b>	<b>\$2,253,175</b>	<b>\$551,599</b>	<b>\$550,049</b>	<b>\$550,049</b>	<b>\$550,049</b>	<b>\$550,049</b>	



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

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## *Capital Projects Fund Detail*

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The Capital Improvement Program aligns with the Town's 2015-2025 Strategic Plan where mobility remains the Town's #1 strategic goal. The FY 2018-19 Capital Projects Fund Budget includes many of these initiatives with investment in transportation projects representing 40% of the Capital Improvement Program, followed by 31% in parks and facilities improvements, and 29% investment in stormwater improvements.

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 2018-19 totals \$13,394,014; projects are grouped according to the four categories as summarized below:

### *Facilities and Equipment*

In the prior year, funding was allocated for an emergency generator with enclosure for Government Center, the Town's Emergency Operations Center. The purchase of the generator and the construction of the enclosure was completed 2018. The amount in this sub-fund category (\$26,967) represents a balance carry-forward from the prior year, which is reserved for future facilities and equipment improvement.

### *Parks Development*

- **Senior Center Interior Build-Out**

Total Estimated Project Cost and FY 2018-19 Budget is \$500,000.

The creation of a senior village/senior center and improving the health and vitality of residents of all ages are both part of the Town's 2015-2025 strategic plan. The Senior Community Center 6,000 square feet Interior Build Project will enhance the Town's ability to provide vital resources, programs and services to its growing senior population.

## *Town of Miami Lakes FY 2018-19 Proposed Budget*

The project is positioned on approximately 1.3 acres, located on the west side of Commerce Way and NW 146th Street. The facility shell, estimated at \$1.2 million, is being donated to the Town by The Graham Companies. Surrounding accommodations proposed for this space include 9.4 acres 220 units senior living apartments and a 4.2 acre assisted living facility. The FY 2018-19 allocation will fund buildout of the interior facility shell to include furniture, fixtures and equipment. The facility will be equipped with a catering room to host healthy cooking demos, multipurpose room for health programs and educational classes, art room, and an open play room.

- **Royal Oaks Park Field Lighting Retrofit**

Total Project Cost and FY 2018-19 Budget is \$250,000.

The Town was awarded a grant from the Florida Department of Agriculture and Consumer Services, Office of Energy in the amount of \$225,000 with Town match of \$25,000 for retrofitting the sports field lighting of two fields at Royal Oaks Park with Light Emitting Diode (LED) lights. The Park's present lighting system is over thirteen (13) years old and uses a metal halide lighting system that has an estimated \$38,000 annual electrical cost. Retrofitting the two fields to LED technology will reduce total energy use, increase energy efficiency, and reduce energy costs through the replacement of inefficient lighting with energy efficient lighting. It is expected that the project will generate a projected savings of \$12,000 annually which would allow the Town to recover its grant matching dollars in two to three years.

- **Miami Lakes Optimist Park Master Plan**

Total Estimated Project Cost is \$4.5 million; FY 2018-19 Budget is \$3,159,398

The Town Council adopted the Miami Lakes Optimist Park Master Plan in 2003; while many of the proposed improvements have been completed, the Plan also 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 (\$230,000), optional airnasium (\$500,000) and a contingency for construction (\$300,000).

In FY2018, a contract for field design work was awarded for \$470,000 which is approximately 38% complete. FY2019 budget provides funding for the completion of

## *Town of Miami Lakes FY 2018-19 Proposed Budget*

the field design work, construction documents, and commence construction to implement the Plan.

- **Optimist Park Storage Facility**

Total Project Cost and FY 2018-19 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.

- **Par 3 Park**

Total Estimated Project Cost is \$4.7 million, FY 2018-19 Budget is \$150,000.

Funded from developer contribution, the budget allocation is for design work to turn a Par 3 Golf Course into a multi-use central park with areas for kids to play, fitness activities, and a transit park-and-ride.

- **Vacant Parcel at Royal Oaks Park**

Total Estimated Project Cost and FY 2018-19 Budget is \$30,000.

Funded from Parks Impact Fees – Open Space, the budget allocation is for the development of the southwest vacant parcel of land at Royal Oaks Parks for passive community use.

### *Transportation and 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 2018-19, 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 typically split between the Transportation and Stormwater

## *Town of Miami Lakes FY 2018-19 Proposed Budget*

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 2018-19 Budget include:

- **Canal Bank Stabilization – Phase II**

Total Estimated Project Cost is \$1.0 million; FY 2018-19 Budget is \$875,000.

The Town received a \$1 million grant through the Florida Legislature (via the Florida Department of Environmental Protection, (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. Phase 1 was completed in FY2017.

Through the FY2018 Legislative Appropriation via FDEP, another \$1 million grant was awarded to the Town for Phase II of the Canal Bank Stabilization Project. The boundaries are along the residential, southern bank of NW 170<sup>th</sup> Street, from the eastern property line of 7831 NW 169<sup>th</sup> Terrace, continuing west bound to 3,200 linear feet to approximately NW 89<sup>rd</sup> 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 prior to the grant contract end of June 2020.

- **West Lake Roadway and Drainage Improvement – Phase III**

Total Estimated Project Cost is \$1.96 million; FY 2018-19 Budget is \$1,962,500.

The Stormwater Master Plan identified the West Lakes area as a priority for stormwater improvements. The project consists of a complete drainage system retrofit and installation of drainage pipes in residential arterial roads and exfiltration trenches (French Drains) connecting to existing underground infrastructure, leading to an outfall. New structures and inlets will increase capacity.

The project has been designed and permitted. The Town received \$600,000 in State Legislative funding towards Phases 1 and II which were completed in FY2016 and FY2017, respectively. The underground infrastructure installed during Phase I and Phase II is the main system which West Lakes Drainage Improvements Phase III new structures and inlets will intersect, completing this drainage system. In FY2018, the Town received \$1,462,499.95 in grant funding from the U.S. Department of Homeland



## *Town of Miami Lakes FY 2018-19 Proposed Budget*

Security's Federal Emergency Management Agency (FEMA) through the State of Florida, and \$500,000 in State Legislative funds for West Lake Drainage Improvement Phase III. This total amount of \$1,962,500 as budgeted will fully complete the project which will commence in FY2019.

- **Royal Oaks Roadway and Drainage Improvement – Phase I**

Total Estimated Project Cost is \$1.8 million; FY 2018-19 Budget is \$1,000,000

The Royal Oaks community in the northwestern portion of the Town continues to be adversely impacted by flooding events, and therefore, is addressed as a priority project in the Stormwater Master Plan. The project includes construction of the drainage system which consists of installation of stormwater pipes, exfiltration trenches (French Drains) and catch basins, creating a new outfall and restoration and resurfacing of the existing roadway surfaces. The project areas encompass over 24 acres of residential property as follows: Area 1 - NW 164<sup>th</sup> Street to NW 165<sup>th</sup> Terrace from NW 87<sup>th</sup> Avenue to NW 84<sup>th</sup> Court, and Area 2 – NW 167<sup>th</sup> Terrace to NW 169<sup>th</sup> Terrace from 81<sup>st</sup> Avenue to NW 79<sup>th</sup> Avenue.

In FY2018 the Town received \$500,000 in State Legislative funds and is matched by Stormwater Utility funds \$350,000 and Transportation funds \$150,000, for a total of \$1,000,000 to commence Phase 1 of the project in FY2019.

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

Total Estimated Project Cost is \$5.8 million; FY 2018-19 Budget is \$2,340,500.

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 59<sup>th</sup> Avenue over the C-8 Canal south to NW 154<sup>th</sup> 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.

In FY2018 the Town was awarded a \$3.6 million competitive grant from FDOT for the construction of the NW 59<sup>th</sup> Avenue project. Per the award letter, design (\$240,000) and land acquisition (900,000) to commence in FY2019, and construction (\$2,401,500) and construction engineering and inspection (\$72,500) in FY2020. Additionally, the budget allocation includes \$1,200,000 from PTP (80%), for a total FY 2018-19 budget of \$2,340,500.

## *Town of Miami Lakes FY 2018-19 Proposed Budget*

The Town is in the process of securing approval from the Florida Aviation Administration and South Florida Water Management District to be able to use the property for the above-mentioned intended uses.

- **Safe Routes to School**

Total Estimated Project Cost is \$860,000; FY 2018-19 Budget is \$685,400.

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 \$121,500 for a greenway trail along the east side of Miami Lakeway North/South between Miami Lakes K-8 and Miami Lakes Middle Schools. In FY2017 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.

In FY2018 FDOT awarded another \$302,484 towards construction, and \$49,154 for construction engineering inspections. These amounts along with the Town's match is expected to fully fund construction and complete the project in FY2019.

- **Windmill Gate Road**

Estimated Project Cost is \$215,000; FY 2018-19 Budget is \$190,000.

As part of the Transportation Improvement Initiative outlined in the Town's Strategic Plan, improvements on Windmill Gate Road at the entrance from NW 67<sup>th</sup> Ave will reduce traffic congestion on 67<sup>th</sup> Avenue and improve the vehicular movement in and out of the Windmill Gate Community, the Miami Lakes Library and adjacent shopping center. Plans were developed in FY2017 to widen Windmill Gate Road to accommodate an extra lane of traffic. FY 2018-19 budget allocation provides the funding for construction.

- **Palmetto and NW 67<sup>th</sup> Avenue Widening Project**

Total Estimated Project Cost is \$516,765; FY 2018-19 Budget is \$441,747.

As part of the Transportation Improvement Initiative outlined in the Town's Strategic Plan, widening the roadway at NW 67<sup>th</sup> 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.

## *Town of Miami Lakes FY 2018-19 Proposed Budget*

- **Business Park East (NW 60<sup>th</sup> Avenue)**

Total Estimated project cost is \$1.4 million; FY 2018-19 Budget is \$1,115,000.

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 which covers the area along NW 60<sup>th</sup> Avenue from NW 139<sup>th</sup> Street to Miami Lakes Drive. Planning, assessment, survey and approximately 30% of design work was completed in FY2018, and construction will commence in FY2019.

- **Miami Lakeway South Roadway Resurfacing**

Estimated Project Cost is \$235,000; FY 2018-19 Budget is \$200,000.

Funds are budgeted for pavement repairs on a section of the roadway on Miami Lakeway South between NW 67<sup>th</sup> Avenue and Lake Candlewood Court to include milling and resurfacing the full width pavement, as well as installation of pavement markings and reflective markers. Topographic survey and design were completed in FY2018, and the FY2019 Budget allocation provides the funding for construction.

**TOWN OF MIAMI LAKES**  
**FY 2018-19 PROPOSED BUDGET**  
**CAPITAL PROJECTS FUND**  
Revenue and Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2015-16 ACTUALS	FY2016-17 ACTUALS	FY2017-18 ADOPTED BUDGET	FY2017-18 REVISED BUDGET	FY2017-18 YEAR-END PROJECTION	FY2018-19 PROPOSED BUDGET	BUDGET COMMENTS
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**CAPITAL PROJECTS FUND**

**FACILITIES AND EQUIPMENT IMPROVEMENT**

**REVENUES**

INTEREST INCOME	\$0	\$15,993	\$0	\$0	\$0	\$0	
TRANSFER FROM IMPACT FEE FUND - POLICE	\$24,765	\$110,000	\$30,865	\$177,950	\$177,950	\$0	FY18 Transfer for Town Hall Emergency Generator and enclosure
CAP PROJ BUDGET CARRYFORWARD	\$0	\$0	\$144,135	\$107,885	\$123,878	\$26,967	Prior year carryforward fund balance
<b>TOTAL REVENUES</b>	<b>\$24,765</b>	<b>\$125,993</b>	<b>\$175,000</b>	<b>\$285,835</b>	<b>\$301,828</b>	<b>\$26,967</b>	

**EXPENDITURES**

RESERVE FOR FACILITIES & EQUIP IMPROV		\$0	\$0	\$0	\$0	\$26,967	Reserve for Facilities and Equipment Improvement projects
MACHINERY & EQUIPMENT	\$59,700	\$14,280	\$175,000	\$285,835	\$274,861	\$0	FY18 Purchase of Town Hall Emergency Generator and construction of enclosure.
TRANSFER TO GENERAL FUND	\$0	\$111,416	\$0	\$0	\$0	\$0	FY17 Reversal of funds from General Fund for generator and enclosure.
<b>TOTAL EXPENDITURES</b>	<b>\$59,700</b>	<b>\$125,696</b>	<b>\$175,000</b>	<b>\$285,835</b>	<b>\$274,861</b>	<b>\$26,967</b>	

**PARKS IMPROVEMENTS**

**REVENUES**

FDOT - 2017 HIGHWAY BEAUTIFICATION GR/	\$0	\$0	\$0	\$100,000	\$0	\$0	FY18 FDOT Highway Beautification Council Grant awarded but project postponed until 2026
FLORIDA DEPT OF AGRICULTURE & CONSUMER SERVICES		\$0	\$0	\$0	\$0	\$225,000	Royal Oaks Park Sports Fields LED Retrofit grant (\$225,000). Town to match \$25,000
SHORT TERM LOAN PROGRAM	\$0	\$0	\$0	\$0	\$0	\$2,511,773	Loan Program for MLOP Master Plan. Total project cost \$4.5M offset by savings from LED conversion (\$600,000) and cell phone tower revenues (\$300,000), Parks Improvement Impact Fees (\$809,602), and General Fund contribution (\$200,000) and carryover fund balance (\$78,625)
SETTLEMENTS/INSURANCE CLAIMS	\$0	\$21,749	\$0	\$0	\$0	\$0	FY17 claim for MLOP ballfield lights
NEAT STREETS GRANT				\$0	\$33,500	\$0	FY18 Grant reimbursement for West Lake Reforestation Phase 1 (\$15,000) and Phase 2 (\$18,500)

**TOWN OF MIAMI LAKES**  
**FY 2018-19 PROPOSED BUDGET**  
**CAPITAL PROJECTS FUND**  
Revenue and Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2015-16 ACTUALS	FY2016-17 ACTUALS	FY2017-18 ADOPTED BUDGET	FY2017-18 REVISED BUDGET	FY2017-18 YEAR-END PROJECTION	FY2018-19 PROPOSED BUDGET	BUDGET COMMENTS
CAP PARKS BUDGET CARRYFORWARD	\$0	\$0	\$405,000	\$822,769	\$822,770	\$403,882	Prior year carryforward fund balance
TRANS FR GENERAL FUND - PARKS	\$0	\$484,172	\$0	\$0	\$0	\$200,000	Transfer in for MLOP Master Plan (\$200,000). 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 SPA	\$0	\$50,000	\$30,000	\$68,000	\$83,622	\$0	FY18 include transfer for ROP passive park redevelopment (\$30,000), completion of dog park (\$38,000), and Madden's Hammock biodiversity study (\$15,622)
TRANS FR PARKS IMPACT FEE FD - IMPROV	\$0	\$684,900	\$995,000	\$995,000	\$170,000	\$828,743	Senior Center Buildout (\$500,000) and MLOP Master Plan (\$328,743). FY18 includes Design and Phase 1 construction of MLOP Master Plan design (\$75,000), 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)
<b>TOTAL REVENUES:</b>	<b>\$200,000</b>	<b>\$1,240,821</b>	<b>\$1,430,000</b>	<b>\$1,985,769</b>	<b>\$1,109,892</b>	<b>\$4,169,398</b>	
<b>EXPENDITURES</b>							
DOG PARK	\$76,073	\$154,572	\$0	\$5,355	\$0	\$0	FY17 completion of dog park for a total project cost of \$253,500 (design \$15,500, construction \$238,000)
CIP RESERVE FOR PARKS	\$0	\$0	\$0	\$44,568	\$0	\$0	Reserve for future parks improvement projects
SENIOR CENTER BUILDOUT		\$0	\$0	\$0	\$0	\$500,000	Design of Senior Center interior buildout

**TOWN OF MIAMI LAKES**  
**FY 2018-19 PROPOSED BUDGET**  
**CAPITAL PROJECTS FUND**  
Revenue and Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2015-16 ACTUALS	FY2016-17 ACTUALS	FY2017-18 ADOPTED BUDGET	FY2017-18 REVISED BUDGET	FY2017-18 YEAR-END PROJECTION	FY2018-19 PROPOSED BUDGET	BUDGET COMMENTS
IT INFRASTRUCTURE	\$13,934	\$0	\$0	\$14,400	\$14,400	\$0	FY18 includes completion of IT Enhancement of WiFi installation and upgrades at all Parks facilities
WEST LAKE NEIGHBORHOOD REFORESTATIO	\$0	\$5,237	\$0	\$175,763	\$175,730	\$0	FY18 and FY17 include Phases 1 and 2 removal and replacement of 1/5 of tree canopy in West Lake neighborhood each year for 5 years
<b>TOTAL ADMINISTRATIVE PROJECTS:</b>	<b>\$95,006</b>	<b>\$159,809</b>	<b>\$0</b>	<b>\$240,086</b>	<b>\$190,130</b>	<b>\$500,000</b>	
FDOT HIGHWAY BEAUTIFICATION	\$0	\$3,523	\$0	\$133,977	\$0	\$0	FY18 FDOT grant extended due to postponement of project until 2026. Matching funds transferred to Westlake Neighborhood Reforestation Phase 2.
<b>TOTAL GREENWAY AND TRAILS:</b>	<b>\$0</b>	<b>\$3,523</b>	<b>\$0</b>	<b>\$133,977</b>	<b>\$0</b>	<b>\$0</b>	
ROP BALLFIELDS IMPROVEMENTS	\$0	\$46,165	\$0	\$5,200	\$5,200	\$0	FY17 include soccer goal and windscreen replacement (\$25,000), and water fountain (\$20,000), and installation in FY18.
ROP SPORTS FIELDS LED RETROFIT		\$0	\$0	\$0	\$0	\$250,000	Retrofit lighting at two sports fields
<b>TOTAL ROYAL OAKS PARK PROJECTS:</b>	<b>\$0</b>	<b>\$46,165</b>	<b>\$0</b>	<b>\$5,200</b>	<b>\$5,200</b>	<b>\$250,000</b>	
PLAY PLAYGROUND RENOVATION	\$138,302	\$0	\$0	\$0	\$0	\$0	
MINI PARKS COMM CENT EAST	\$393,683	\$17,150	\$0	\$0	\$5,950	\$0	FY18 Art in Public Places program
<b>TOTAL PARK -EAST (YOUTH CENTER):</b>	<b>\$531,985</b>	<b>\$17,150</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,950</b>	<b>\$0</b>	
MINI PARKS COMM CENT WEST	\$0	\$74,394	\$75,000	\$80,606	\$50,738	\$0	FY18 include completion of MCCC Improvements: impact resistant windows and doors. FY17 includes roof replacement (\$59,600) and air condition (\$14,794)
<b>TOTAL PARK - WEST (MARY COLLINS):</b>	<b>\$0</b>	<b>\$74,394</b>	<b>\$75,000</b>	<b>\$80,606</b>	<b>\$50,738</b>	<b>\$0</b>	

**TOWN OF MIAMI LAKES**  
**FY 2018-19 PROPOSED BUDGET**  
**CAPITAL PROJECTS FUND**  
Revenue and Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2015-16 ACTUALS	FY2016-17 ACTUALS	FY2017-18 ADOPTED BUDGET	FY2017-18 REVISED BUDGET	FY2017-18 YEAR-END PROJECTION	FY2018-19 PROPOSED BUDGET	BUDGET COMMENTS
MLOP CLUBHOUSE/FURNITURE & FIXTURES	\$653,705	\$542,676	\$0	\$0	\$12,770	\$0	FY18 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	\$59,038	\$0	\$0	\$0	\$0	FY17 Light rack replacement at MLOP. Offset by insurance claims \$21,749
MLOP MARINA	\$0	\$9,171	\$0	\$0	\$0	\$0	FY17 Replace roof, extend and upgrade marina for ADA compliance
MLOP STORAGE FACILITY	\$0	\$48,024	\$80,000	\$80,000	\$0	\$80,000	Rebudget funds to replace roof, A/C unit, renovate bathrooms and refurbish interior
MLOP WORKS OF ART/COLLECTIONS	\$0	\$1,500	\$30,000	\$30,000	\$30,000	\$0	Art in Public Places
MLOP MASTER PLAN	\$0	\$0	\$1,000,000	\$1,000,000	\$175,000	\$3,159,398	Funding to begin construction phase at Optimist Park. FY18 includes design work for MLOP Master Plan
<b>TOTAL MIAMI LAKES OPTIMIST PARK</b>	<b>\$653,705</b>	<b>\$660,409</b>	<b>\$1,110,000</b>	<b>\$1,110,000</b>	<b>\$217,770</b>	<b>\$3,239,398</b>	
RESODDING POCKET PARK	\$0	\$0	\$0	\$115,000	\$115,000	\$0	FY18 includes re-sodding of pocket parks
MINI PARKS IMPROVEMENTS	\$0	\$119,114	\$65,000	\$105,600	\$105,600	\$0	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.
<b>TOTAL MINI PARKS</b>	<b>\$0</b>	<b>\$119,114</b>	<b>\$65,000</b>	<b>\$220,600</b>	<b>\$220,600</b>	<b>\$0</b>	
BRIDGE PARK	\$28,620	\$0	\$0	\$0	\$0	\$0	Develop interlocal agreement between Miami Lakes and City of Hialeah
PAR 3 PARK	\$12,500	\$0	\$150,000	\$150,000	\$0	\$150,000	Rebudget funds for design of Par 3 Park
PASSIVE PARK DEVELOPMENT	\$0	\$0	\$30,000	\$30,000	\$0	\$30,000	Rebudget funds for redevelopment of SW vacant parcel of ROP for passive community use
MADDEN'S HAMMOCK PARK/PROF SERVICES			\$0	\$15,300	\$15,622	\$0	FY18 include Biodiversity Study at Madden's Hammock
<b>TOTAL PASSIVE PARK DEVELOPMENT</b>	<b>\$41,120</b>	<b>\$0</b>	<b>\$180,000</b>	<b>\$195,300</b>	<b>\$15,622</b>	<b>\$180,000</b>	
<b>TAL PARKS IMPROVEMENTS EXPENDITURES</b>	<b>\$1,321,816</b>	<b>\$1,080,564</b>	<b>\$1,430,000</b>	<b>\$1,985,769</b>	<b>\$706,010</b>	<b>\$4,169,398</b>	

**TOWN OF MIAMI LAKES**  
**FY 2018-19 PROPOSED BUDGET**  
**CAPITAL PROJECTS FUND**  
Revenue and Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2015-16 ACTUALS	FY2016-17 ACTUALS	FY2017-18 ADOPTED BUDGET	FY2017-18 REVISED BUDGET	FY2017-18 YEAR-END PROJECTION	FY2018-19 PROPOSED BUDGET	BUDGET COMMENTS
<b>TRANSPORTATION IMPROVEMENTS</b>							
<b>REVENUES</b>							
SECOND LOC OPT GAS TAXE 3 cent	\$155,020	\$161,504	\$144,833	\$144,833	\$155,945	\$152,000	1 to 5 cent tax per Florida Statute 336.025
MPO/TPO GRANT		\$22,275	\$0	\$17,725	\$17,725	\$40,000	TPO Grant for Miami Lakes Smart Mobility and Future Technology Transportation Study. FY18 Complete Streets Grant Award from MPO
FEDERAL GRANT - TRANSPORTATION ALTERNATIVE PROGRAM (TAP)	\$0	\$0	\$1,000,000	\$1,000,000	\$0	\$1,000,000	Tap Grant Award for Complete Streets Business Park East project to include townwide bicycle and pedestrian improvements
SAFE ROUTES TO SCHOOL	\$20,000	\$28,073	\$389,300	\$559,300	\$0	\$521,638	LAP grant funding for Safe Routes to School project including construction and CEI costs
STATE GRANT	\$0	\$0	\$0	\$100,000	\$38,563	\$0	FY18 reflects reimbursement of FDOT Grant for 154 Street and Palmetto beautification.
COUNTY GRANT - CIGP	\$0	\$0	\$0	\$0	\$0	\$1,140,500	County Incentive Grant Program for NW 59 Avenue Roadway extension and redevelopment project. Total grant award \$3,614,500. FY19 Budget for design and land acquisition. Construction and CEI (\$2.474M) to be budgeted in FY20
INTEREST INCOME	\$27,725	\$0	\$25,000	\$25,000	\$16,000	\$16,000	Interest income from Investment Portfolio
TRANSF F/SRF PTP	\$130,000	\$26,276	\$825,000	\$825,000	\$825,000	\$650,000	FY19 includes Transfer from PTP 80% towards 59 Ave Extension Project (\$500,000) and roadway portion of Royal Oaks Roadway and Drainage Project
TRANSF FROM DEVELOPER CONTRIBUTION IN LIEU OF ROAD IMPACT FEE FUND	\$0	\$0	\$408,069	\$641,934	\$0	\$641,934	Funds rebudgeted for design and construction of 67th Avenue Widening Project (\$489,934) and Adaptive Signalization (\$152,000)
TRANSF FROM MOBILITY FEE FUND	\$0	\$468,000	\$300,000	\$322,108	\$208,870	\$314,500	FY19 Transfer to Capital for Business Park East (NW60th Avenue) project. FY18 Transfer to Capital include balance on design services of Underpasses (\$175,000) and balance on prior year projects. FY17 include funds for Adaptive Signalization Program (58,000) and design of Underpass Bridges at 146th Street (\$170,000)
CAPTRANSP BUDGET CARRYFORWARD	\$0	\$0	\$1,160,079	\$1,390,290	\$1,374,296	\$883,577	Prior year carryforward fund balance
<b>TOTAL REVENUES</b>	<b>\$362,082</b>	<b>\$706,128</b>	<b>\$4,252,281</b>	<b>\$5,026,190</b>	<b>\$2,636,399</b>	<b>\$5,360,149</b>	



**TOWN OF MIAMI LAKES**  
**FY 2018-19 PROPOSED BUDGET**  
**CAPITAL PROJECTS FUND**  
Revenue and Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2015-16 ACTUALS	FY2016-17 ACTUALS	FY2017-18 ADOPTED BUDGET	FY2017-18 REVISED BUDGET	FY2017-18 YEAR-END PROJECTION	FY2018-19 PROPOSED BUDGET	BUDGET COMMENTS
<b>EXPENDITURES</b>							
TRAFFIC CALMING	\$1,914	\$9,029	\$25,000	\$25,000	\$20,000	\$0	Speed humps
SMART MOBILITY AND FUTURE TECHNOLOGY TRANSPORTATION STUDY		\$0	\$0	\$0	\$0	\$50,000	Potential TPO grant award for Smart Mobility and Future Technology Transp Study (\$40,000) with Town match (\$10,000) to perform study of SMART ideas to improve transportation within the Town.
CIP RESERVE FOR TRANSPORT	\$0	\$0	\$0	\$0	\$0	\$187,502	Contingency for Transportation project needs.
59TH AVENUE EXTENSION, PUBLIC WORKS STORAGE YARD AND BOAT YARD	\$7,800	\$14,760	\$775,000	\$775,000	\$75,000	\$2,340,500	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	\$1,189,841	\$6,111	\$0	\$0	\$0	\$0	-
TRANSP LAKE SARAH IMPROV	\$20,893	\$7,479	\$590,960	\$593,481	\$593,427	\$0	Total project cost is estimated at \$2.3 million. FDEP grant awarded for \$300,000. Design completed in FY14; bidding and construction of Phases 1 and 2 to commence in FY17 and expected to be completed in FY18. Cost split between Transportation and Stormwater
SAFE ROUTES TO SCHOOL ALONG MLS	\$88,019	\$28,303	\$580,000	\$649,550	\$50,000	\$685,400	Construction of Safe Routes to School project to commence in FY19. Design completed in FY17.
HUTCHINSON ROADWAY & DRAINAGE IMPR 64th AVENUE MILLING AND RESURFACING	\$0	\$52,753 \$32,408	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	FY17 completion of project FY17 include milling, resurfacing and pavement markings on NW 64th Avenue between Miami Lakeway North and 162nd Street
BEAUTIFICATION- Entrance Feature	\$117,946	\$136,582	\$0	\$0	\$0	\$0	FY17 includes 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	\$17,403	\$138,914	\$0	\$0	\$0	\$0	FY17 includes completion of beautification project at Palmetto and 154th Street. Grant funding of \$100,00 from FDOT with Town match of \$100,000

**TOWN OF MIAMI LAKES**  
**FY 2018-19 PROPOSED BUDGET**  
**CAPITAL PROJECTS FUND**  
Revenue and Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2015-16 ACTUALS	FY2016-17 ACTUALS	FY2017-18 ADOPTED BUDGET	FY2017-18 REVISED BUDGET	FY2017-18 YEAR-END PROJECTION	FY2018-19 PROPOSED BUDGET	BUDGET COMMENTS
WINDMILL GATE ROAD IMPROVEMENTS	\$4,585	\$11,356	\$0	\$199,059	\$10,059	\$190,000	FY18 includes intersection improvement at Windmill Gate and the Palmetto.
PALMETTO & NW 67TH AVENUE WIDENING	\$14,000	\$48,187	\$408,069	\$441,747	\$0	\$441,747	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	\$9,857	\$4,224	\$50,000	\$50,000	\$0	\$0	FY18 Striping on 89th Avenue
COMPLETE STREETS IMPLEMENTATION PLAN	\$0	\$46,959	\$0	\$10,651	\$10,652	\$0	FY18 includes completion of design work for improvements to pedestrian connections and bike lanes at Town Center. Complete Streets Grant awarded for \$40,000 with Town match of \$10,000.
COMPLETE STREET IMPLEMENTATION : BUSINESS PARK EAST (NW 60TH AVE)	\$0	\$79,738	\$650,000	\$673,250	\$205,262	\$1,115,000	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 for construction to commence in FY19. Project 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	\$650,000	\$650,000	\$0	\$0	FY18 Funding for construction 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. Project postponed until FY20
MIAMI LAKEWAY SOUTH RESURFACE	\$0	\$0	\$193,252	\$193,252	\$35,446	\$200,000	FY19 rebudget milling and resurfacing Miami Lakeway South between NW 67 Ave and Lake Candlewood Court.
NW 146/159 STREET UNDERPASSES	\$0	\$4,238	\$165,000	\$515,000	\$515,000	\$0	LFA with FDOT for design of underpasses \$412,000; traffic signal warrant analysis \$43,000 and 50% design for NW77th Avenue bridge widening for shared use path \$60,000
160TH STREET UNDERPASS BRIDGE	\$0	\$4,239	\$165,000	\$0	\$0	\$0	See above
ADAPTIVE SIGNALIZATION PROGRAM	\$0	\$35,133	\$0	\$174,867	\$165,164	\$0	FY18 Implementation of adaptive hardware and software at 5 main intersections of the Town along 154th Street between 82nd Avenue and Palmetto Expressway

**TOWN OF MIAMI LAKES**  
**FY 2018-19 PROPOSED BUDGET**  
**CAPITAL PROJECTS FUND**  
Revenue and Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2015-16 ACTUALS	FY2016-17 ACTUALS	FY2017-18 ADOPTED BUDGET	FY2017-18 REVISED BUDGET	FY2017-18 YEAR-END PROJECTION	FY2018-19 PROPOSED BUDGET	BUDGET COMMENTS
82ND AVENUE & OAK LANE RECONFIGURATION		\$16,775	\$0	\$75,333	\$72,812	\$0	FY18 include design, permitting and construction for reconfiguration of 82nd Avenue and Oak Lane
TRANSF TO STORMWATER CIP	\$0	\$0	\$0	\$0	\$0	\$150,000	Transfer to CIP Stormwater for Royal Oaks Drainage project
<b>TOTAL EXPENDITURES:</b>	<b>\$1,619,651</b>	<b>\$689,068</b>	<b>\$4,252,281</b>	<b>\$5,026,190</b>	<b>\$1,752,822</b>	<b>\$5,360,149</b>	

**STORMWATER IMPROVEMENTS**

<b>REVENUES</b>							
STORMWATER GRANTS	\$300,000	\$0	\$0	\$425,000	\$425,000	\$0	FY18 include FDEP Grant (\$300,000) and SFWMD Grant (\$125,000) for Lake Sarah/Hilda.
STORMWATER GRANTS FEMA - WEST LAKE PHASE 3	\$156,467	\$756,709	\$1,000,000	\$1,000,000	\$125,000	\$875,000 \$1,462,500	FY18 Canal Bank Stabilization grant FEMA Funding through the State of Florida for West Lake Phase 3
STATE LEGISLATIVE GRANT - WEST LAKE PHASE 3						\$500,000	Legislative Award for West Lakes Drainage Phase 3
STATE LEGISLATIVE GRANT - ROYAL OAKS DRAINAGE						\$500,000	Legislative Award for Royal Oaks Drainage Phase 1
CAPITAL SW BUDGET CARRYFORWD	\$0	\$0	\$924,360	\$783,485	\$783,485	\$0	Prior year fund balance carryforward
TRANSF IN-PEOPLES TRANSPORTATION PRGI	\$300,000	\$0	\$0	\$0	\$0	\$150,000	Transfer from PTP towards drainage portion of budgeted projects - Royal Oaks Drainage
TRANSF IN-STORMWATER	\$0	\$468,967	\$150,000	\$150,000	\$150,000	\$350,000	Transfer from Stormwater Utility Fund towards Royal Oaks Drainage. FY18 Transfer in for the drainage portion of Lake Sarah/Hilda
<b>TOTAL REVENUES:</b>	<b>\$756,467</b>	<b>\$1,225,676</b>	<b>\$2,074,360</b>	<b>\$2,358,485</b>	<b>\$1,483,485</b>	<b>\$3,837,500</b>	

<b>EXPENDITURES</b>							
WEST LAKE ROADWAY & DRAINAGE - NW 148TH TERRACE/ NW 148TH STREET/ NW 149TH TERRACE	\$3,732	\$0	\$0	\$21,500	\$21,500	\$1,962,500	Total project cost is estimated at \$1.96M. Design was completed in FY14 as part of West Lake Phase 1 Project. Bidding and construction to commence in FY19

**TOWN OF MIAMI LAKES**  
**FY 2018-19 PROPOSED BUDGET**  
**CAPITAL PROJECTS FUND**  
Revenue and Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2015-16 ACTUALS	FY2016-17 ACTUALS	FY2017-18 ADOPTED BUDGET	FY2017-18 REVISED BUDGET	FY2017-18 YEAR-END PROJECTION	FY2018-19 PROPOSED BUDGET	BUDGET COMMENTS
ROYAL OAKS DRAINAGE & ROADWAY IMPRO	\$288	\$0	\$0	\$6,000	\$6,000	\$1,000,000	Total project cost estimated at \$2 million. Design completed in FY14 (\$120,000); bidding and construction of Phase 1 to commence in FY19 and Phase 2 in FY20 (construction cost \$1.8M, administration \$60,000).
CANAL BANK STABILIZATION - PHASE 1	\$154,428	\$768,976	\$0	\$0	\$0	\$0	Phase 1 Stabilization of canal banks along NW 170 Street and 77 Court completed in FY17.
CANAL BANK STABILIZATION - PHASE 2	\$0	\$29,174	\$868,000	\$971,450	\$95,826	\$875,000	Phase 2 Stabilization of canal banks through NW 87th Avenue. Construction to commence in FY19
LAKE MARTHA DRAINAGE IMPROVEMENT	\$813,226	\$4,074	\$0	\$0	\$0	\$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	\$4,195	\$222,986	\$1,107,440	\$1,359,454	\$1,360,159	\$0	Total project cost is estimated at \$2.3 million. FDEP grant awarded for \$300,000. Design completed in FY14; bidding and construction of Phases 1 and 2 to commence in FY17 and expected to be completed in FY18. Cost split between Transportation and Stormwater
HUTCHINSON ROADWAY & DRAINAGE IMPRO	\$0	\$29,697	\$0	\$0	\$0	\$0	FY17 includes Hutchinson Roadway & Drainage Improvement - 35% allocation for a total project cost of \$115,000
OPERATING CONTINGENCY- STORM	\$0	\$0	\$98,920	\$82	\$0	\$0	Contingency for Stormwater capital project needs.
<b>TOTAL EXPENDITURES:</b>	<b>\$1,268,042</b>	<b>\$1,054,907</b>	<b>\$2,074,360</b>	<b>\$2,358,485</b>	<b>\$1,483,485</b>	<b>\$3,837,500</b>	
<b>TOTAL CAPITAL FUND PROJECTS REVENUES</b>	<b>\$1,343,314</b>	<b>\$3,298,618</b>	<b>\$7,931,641</b>	<b>\$9,656,279</b>	<b>\$5,531,604</b>	<b>\$13,394,014</b>	
<b>TOTAL CAPITAL FUND PROJECTS EXPENDITURES</b>	<b>\$4,269,209</b>	<b>\$2,950,235</b>	<b>\$7,931,641</b>	<b>\$9,656,279</b>	<b>\$4,217,178</b>	<b>\$13,394,014</b>	



# **Five-Year Capital Improvement Plan FY 2019 – FY 2023**

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**TOWN OF MIAMI LAKES**  
**FY 2018-19 PROPOSED BUDGET**  
**FIVE-YEAR CAPITAL IMPROVEMENT PLAN**  
Revenue and Expenditure by Line Item

ACCOUNT NAME/DESCRIPTION	FY2018-19	FY2019-20	FY2020-21	FY2021-22	FY2022-23	COMMENTS
<b>FACILITIES AND EQUIPMENT IMPROVEMENT</b>						
<b>REVENUES</b>						
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
CAP PROJ BUDGET CARRYFORWARD	\$26,967	\$0	\$0	\$0	\$0	Prior year carryforward sub-fund balance
<b>TOTAL REVENUES</b>	<b>\$26,967</b>	<b>\$150,000</b>	<b>\$150,000</b>	<b>\$150,000</b>	<b>\$150,000</b>	
<b>EXPENDITURES</b>						
RESERVE FOR FACILITIES AND EQUIPMENT IMPROV	\$26,967	\$0	\$0	\$0	\$0	
FACILITY RENEWAL AND REPLACEMENT	\$0	\$150,000	\$150,000	\$150,000	\$150,000	Outgoing years reflect cost of maintenance requirements for all Town facilities.
<b>TOTAL EXPENDITURES</b>	<b>\$26,967</b>	<b>\$150,000</b>	<b>\$150,000</b>	<b>\$150,000</b>	<b>\$150,000</b>	
<b>PARKS IMPROVEMENT</b>						
<b>REVENUES</b>						
FLORIDA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES	\$225,000	\$0	\$0	\$0	\$0	Royal Oaks Park Sports Fields LED Retrofit grant (\$225,000). Town to match \$25,000
SHORT TERM LOAN PROGRAM	\$2,511,773	\$0	\$0	\$0	\$0	MLOP Master Plan total project cost \$4.5M offset by savings from LED conversion (\$600,000) and cell phone tower revenues (\$300,000) and Parks Improvement Impact Fees (\$175,000)
LOAN	\$0	\$0	\$0	\$5,000,000	\$0	Issuance of Loan for construction of Madden's Hammock Park
TRANSF IN - GENERAL FUND FOR PARKS PROJECTS	\$200,000	\$0	\$0	\$0	\$0	Transfer in from General Fund 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	\$0	\$1,075,000	\$2,000,000	\$0	\$0	Transfers from Parks Impact Fee Fund - Open Space for Par 3 Park design FY20 and construction in FY21
TRANSF IN- PARKS IMPACT FEE FUND - IMPROVEMENTS	\$828,743	\$0	\$0	\$0	\$0	Transfer from Parks Improvement Impact Fee Fund for build-up of Senior Center interior (\$500,000) and MLOP Master Plan (\$328,743)
CAP PARKS BUDGET CARRYFORWARD	\$403,882	\$0	\$0	\$0	\$0	Prior year carryforward sub-fund balance
<b>TOTAL REVENUES:</b>	<b>\$4,169,398</b>	<b>\$1,085,000</b>	<b>\$2,010,000</b>	<b>\$5,010,000</b>	<b>\$10,000</b>	

**TOWN OF MIAMI LAKES**  
**FY 2018-19 PROPOSED BUDGET**  
**FIVE-YEAR CAPITAL IMPROVEMENT PLAN**  
Revenue and Expenditure by Line Item

ACCOUNT NAME/DESCRIPTION	FY2018-19	FY2019-20	FY2020-21	FY2021-22	FY2022-23	COMMENTS
<b>EXPENDITURES</b>						
CIP RESERVE FOR PARKS	\$0	\$0	\$0	\$0	\$0	Reserve for future parks improvement projects
SENIOR CENTER INTERIOR BUILDUP	\$500,000		\$0	\$0	\$0	Interior build up of a 6,000 square foot shell building for a senior community/activity center
NIC BEAUTIFICATION MATCHING GRANT PROGRAM	\$0	\$10,000	\$10,000	\$10,000	\$10,000	Grant match funding for neighborhood improvement
<b>TOTAL CLS ADMINISTRATIVE PROJECTS:</b>	<b>\$500,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	
ROP SPORTS FIELDS LED RETROFIT	\$250,000	\$0	\$0	\$0	\$0	Retrofit lighting at two sports fields
<b>TOTAL ROYAL OAK PARK:</b>	<b>\$250,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
MLOP MASTER PLAN	\$2,659,398	\$0	\$0	\$0	\$0	Funding to complete MLOP Master Plan design and construction.
AIRNASIUM (MLOP MASTER PLAN OPTION)	\$500,000	\$0	\$0	\$0	\$0	Option for MLOP Master Plan
MLOP STORAGE FACILITY	\$80,000	\$0	\$0	\$0	\$0	Replace roof, air condition and refurbish interior
<b>TOTAL MIAMI LAKES OPTIMIST PARK:</b>	<b>\$3,239,398</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
PAR 3 PARK	\$150,000	\$1,000,000	\$2,000,000	\$0	\$0	Funding for design in FY19 from developer's contribution. Construction to commence in FY20 and completed by FY21 from Open Space Impact Fee Funds. Total estimated project cost \$3M.
PASSIVE PARK (ROYAL OAKS PARK)	\$30,000	\$0	\$0	\$0	\$0	Redevelopment of SW vacant parcel of Royal Oaks Park for passive community use
MADDEN'S HAMMOCK PARK	\$0	\$75,000	\$0	\$5,000,000	\$0	Design services for Madden's Hammock with construction to commence in FY22. Total estimated project cost \$5.075M.
<b>TOTAL PASSIVE PARK</b>	<b>\$180,000</b>	<b>\$1,075,000</b>	<b>\$2,000,000</b>	<b>\$5,000,000</b>	<b>\$0</b>	
<b>TOTAL PARKS IMPROVEMENTS EXPENDITURES</b>	<b>\$4,169,398</b>	<b>\$1,085,000</b>	<b>\$2,010,000</b>	<b>\$5,010,000</b>	<b>\$10,000</b>	

**TOWN OF MIAMI LAKES**  
**FY 2018-19 PROPOSED BUDGET**  
**FIVE-YEAR CAPITAL IMPROVEMENT PLAN**  
Revenue and Expenditure by Line Item

ACCOUNT NAME/DESCRIPTION	FY2018-19	FY2019-20	FY2020-21	FY2021-22	FY2022-23	COMMENTS
<b>TRANSPORTATION IMPROVEMENT</b>						
<b>REVENUES</b>						
SECOND LOCAL OPTION GAS TAX 3 cent	\$152,000	\$150,000	\$150,000	\$150,000	\$150,000	1 to 5 cent tax per Florida Statute 336.025
MPO/TPO GRANT	\$40,000	\$0	\$0	\$0	\$0	
FEDERAL GRANT - TRANSPORTATION ALTERNATIVE PROGRAM (TAP)	\$1,000,000	\$0	\$0	\$0	\$1,541,544	FY19 FDOT TAP grant for Complete Streets Business Park East project that includes bicycle, sidewalk and crosswalk improvements. FY23 FDOT TAP Grant for Business Park West project at 79th Court (\$1,000,000) and Greenway 2.0 (\$541,544)
SAFE ROUTES TO SCHOOL	\$521,638	\$0	\$0	\$0	\$0	Additional grant award from FDOT to complete construction. \$200,000 was previously awarded.
STATE GRANT - TIGER/INFRA	\$0	\$7,875,000	\$0	\$0	\$0	TIGER OR INFRA Grant for Underpass Bridges at 146th Street/160th Street and Palmetto and pedestrian bridge
STATE GRANT - FLORIDA JOB GROWTH	\$0	\$5,300,000	\$0	\$0	\$0	Grant for for construction at Main Street East (NW 151st and 153 Street)
COUNTY GRANT (CIGP)	\$1,140,500	\$2,474,000	\$0	\$0	\$0	County Incentive Grant Program for NW 59 Avenue Roadway extension and redevelopment project. Total grant award \$3,614,500. FY19 Budget for design and land acquisition. Construction and CEI (\$2.474M) to be budgeted in FY20
INTEREST INCOME	\$16,000	\$25,000	\$25,000	\$25,000	\$25,000	Interest income from Investment Portfolio
TRANSFER FROM GENERAL FUND	\$0	\$100,000	\$100,000	\$0	\$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	\$650,000	\$500,000	\$500,000	\$500,000	\$500,000	Transfers from Special Revenue Fund PTP 80% (half-cent discretionary sales surtax) for transportation related and roadway improvement capital projects
CONTRIBUTION IN LIEU OF ROAD IMPACT FEE	\$641,934	\$200,000	\$1,600,000	\$0	\$0	Funding Park and Ride Design in FY20 and Construction in FY21
TRANSFER IN- MOBILITY FEE FUND	\$314,500	\$0	\$0	\$0	\$0	Transfers from Mobility Fee Trust Account Fund for projects as identified
CAPTRANSP BUDGET CARRYFORWARD	\$883,577	\$187,502	\$262,502	\$937,502	\$1,140,796	Prior year carryforward sub-fund balance
<b>TOTAL REVENUES</b>	<b>\$5,360,149</b>	<b>\$16,811,502</b>	<b>\$2,637,502</b>	<b>\$1,612,502</b>	<b>\$3,357,340</b>	



**TOWN OF MIAMI LAKES**  
**FY 2018-19 PROPOSED BUDGET**  
**FIVE-YEAR CAPITAL IMPROVEMENT PLAN**  
Revenue and Expenditure by Line Item

ACCOUNT NAME/DESCRIPTION	FY2018-19	FY2019-20	FY2020-21	FY2021-22	FY2022-23	COMMENTS
<b>EXPENDITURES</b>						
CIP RESERVE FOR TRANSPORT	\$187,502	\$262,502	\$937,502	\$1,140,796	\$516,796	Contingency for transportation project needs
SMART MOBILITY AND FUTURE TECHNOLOGY TRANSPORTATION STUDY	\$50,000	\$0	\$0	\$0	\$0	Potential TPO grant award for Smart Mobility and Future Technology Transp Study (\$40,000) with Town match (\$10,000) to perform study of SMART ideas to improve transportation within the Town.
WEST LAKE REFORESTATION PROGRAM	\$0	\$100,000	\$100,000	\$0	\$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. FY19 to be funded through carryover
59TH AVENUE EXTENSION, PUBLIC WORKS STORAGE YARD AND BOAT YARD	\$2,340,500	\$2,974,000	\$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
SAFE ROUTES TO SCHOOL	\$685,400	\$0	\$0	\$0	\$0	Design and construction of Safe Routes to School
WINDMILL GATE ROAD IMPRV	\$190,000	\$0	\$0	\$0	\$0	Intersection improvement at Windmill Gate and Palmetto. FY17 funding for construction. FY16 includes survey, design and land transfer cost. Total project cost \$400,000
PALMETTO AND NW 67 AVE WIDENING	\$441,747	\$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	\$0	\$0	\$0	\$0	\$0	FY18 includes on-road striping of of bike path throughout Town limits
PARK AND RIDE	\$0	\$200,000	\$1,600,000	\$0	\$0	Design and construction of Park and Ride project
COMPLETE STREET IMPLEMENTATION : BUSINESS PARK EAST (NW 60TH AVE)	\$1,115,000	\$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 STREETS IMPLEMENTATION : BUSINESS PARK WEST (NW 79TH COURT TO NW 146TH STREET)	\$0	\$0	\$0	\$205,000	\$1,689,000	FY22 funding completes the design, planning, assessment and survey phase, and FY23 commence construction of project at Business Park West which includes bicycle lanes, sidewalk and crosswalk improvements along NW 79th Court to NW 146th Street

**TOWN OF MIAMI LAKES**  
**FY 2018-19 PROPOSED BUDGET**  
**FIVE-YEAR CAPITAL IMPROVEMENT PLAN**  
Revenue and Expenditure by Line Item

ACCOUNT NAME/DESCRIPTION	FY2018-19	FY2019-20	FY2020-21	FY2021-22	FY2022-23	COMMENTS
COMPLETE STREETS IMPLEMENTATION: 59TH AVENUE TRANSPORTATION IMPROVEMENTS PROJECT	\$0	\$0	\$0	\$0	\$610,000	Funding completes the design, planning, assessment and survey phase of project which includes bicycle lanes, sidewalk and crosswalk improvements along NW 59th Avenue from NW 167th Street to NW 154th Street. FDOT Grant funding (\$1M) for construction to be programmed in FY24
COMPLETE STREET IMPLEMENTATION: MAIN STREET EAST (NW 151 AND 153 STREETS)	\$0	\$5,300,000	\$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	\$200,000	\$0	\$0	\$0	\$0	Mill & Resurface Miami Lakeway South between NW 67 Ave and Lake Candlewood Court
146TH STREET UNDERPASS BRIDGE	\$0	\$3,900,000	\$0	\$0	\$0	Design of Underpass bridge at 146th Street and Palmetto in FY18 and construction to commence in FY20
160TH STREET UNDERPASS BRIDGE	\$0	\$3,975,000	\$0	\$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)
MIAMI LAKES GREEN 2.0 - 146TH STREET GREENWAY	\$0	\$0	\$0	\$266,706	\$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 FY23 (\$541,544) and Town match (\$266,656)
TRANSFER TO STORMWATER - CIP	\$150,000	\$100,000	\$0	\$0	\$0	Funding towards roadway portion of Royal Oaks Drainage and Roadway projects
<b>TOTAL EXPENDITURES:</b>	<b>\$5,360,149</b>	<b>\$16,811,502</b>	<b>\$2,637,502</b>	<b>\$1,612,502</b>	<b>\$3,357,340</b>	

**STORMWATER IMPROVEMENT**

<b>REVENUES</b>						
FEDERAL STIMULUS GRANT - (WEST LAKE PHASE 3)	\$1,462,500	\$0	\$0	\$0	\$0	FEMA Funding through the State of Florida for West Lake Phase 3
LEGISLATIVE GRANTS (WEST LAKE PHASE 3)	\$500,000	\$0	\$0	\$0	\$0	Legislative Award for West Lakes Drainage Phase 3
LEGISLATIVE GRANTS (ROYAL OAKS)	\$500,000	\$350,000	\$0	\$0	\$0	Legislative Award for Royal Oaks Drainage Phase 1. Anticipated legislative grants in outgoing years to fund Phase 2

**TOWN OF MIAMI LAKES**  
**FY 2018-19 PROPOSED BUDGET**  
**FIVE-YEAR CAPITAL IMPROVEMENT PLAN**  
Revenue and Expenditure by Line Item

ACCOUNT NAME/DESCRIPTION	FY2018-19	FY2019-20	FY2020-21	FY2021-22	FY2022-23	COMMENTS
STORMWATER GRANTS	\$875,000	\$250,000	\$250,000	\$250,000	\$250,000	Canal Bank Stabilization Phase II grant
TRANSFER IN FR CPF-TRANSPORTATION	\$150,000	\$100,000	\$0	\$0	\$0	Transfer in from PTP 80%
TRANSF IN-STORMWATER	\$350,000	\$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.
CAPITAL SW BUDGET CARRYFORWD	\$0	\$0	\$0	\$550,000	\$1,100,000	Prior year carryforward sub-fund balance
<b>TOTAL REVENUES:</b>	<b>\$3,837,500</b>	<b>\$1,000,000</b>	<b>\$550,000</b>	<b>\$1,100,000</b>	<b>\$1,650,000</b>	
<b>EXPENDITURES</b>						
WEST LAKE ROADWAY & DRAINAGE - NW 148TH TERRACE/ NW 148TH STREET/ NW 149TH TERRACE	\$1,962,500	\$0	\$0	\$0	\$0	Total project cost is estimated at \$1.96M. Design was completed in FY14 as part of West Lake Phase 1 Project. Bidding and construction to commence in FY19
ROYAL OAKS DRAINAGE & ROADWAY IMPROVS	\$1,000,000	\$1,000,000	\$0	\$0	\$0	Total project cost estimated at \$2 million. Design completed in FY14 (\$120,000); bidding and construction of Phase 1 to commence in FY19 and Phase 2 in FY20 (construction cost \$1.8M, administration \$60,000).
CANAL BANK STABILIZATION - PHASE II	\$875,000	\$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.
OPERATING CONTINGENCY- STORM	\$0	\$0	\$550,000	\$1,100,000	\$1,650,000	Contingency for Stormwater capital project needs
<b>TOTAL EXPENDITURES:</b>	<b>\$3,837,500</b>	<b>\$1,000,000</b>	<b>\$550,000</b>	<b>\$1,100,000</b>	<b>\$1,650,000</b>	
<b>TOTAL CAPITAL FUND PROJECTS REVENUES</b>	<b>\$13,394,014</b>	<b>\$19,046,502</b>	<b>\$5,347,502</b>	<b>\$7,872,502</b>	<b>\$5,167,340</b>	
<b>TOTAL CAPITAL FUND PROJECTS EXPENDITURES</b>	<b>\$13,394,014</b>	<b>\$19,046,502</b>	<b>\$5,347,502</b>	<b>\$7,872,502</b>	<b>\$5,167,340</b>	



**Stormwater Utility Fund  
and  
Facilities Maintenance Fund**

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# *Town of Miami Lakes FY 2018-19 Proposed Budget*

## *Stormwater Utility Fund Detail*

### *Stormwater Utility*

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

The Stormwater rate is \$4.50 per Equivalent Residential Unit (ERU) and has remained unchanged since the creation of the Utility. The Town anticipates receiving \$1,100,000 in stormwater utility fees for FY 2018-19 which is approximately 4% higher than 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 also include \$40,000 in interest earnings and \$181,351 of carryforward fund balance, for a total budget of \$1,321,351.

The FY 2018-19 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, inspection services, 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 (\$69,326) for drainage projects, and a FEMA-funded canal dredging project at NW 57<sup>th</sup> Avenue (\$15,679). Debt service will terminate in 2024 and 2026, respectively. Funds are also appropriated to purchase an asset management software (\$44,000), and a transfer to the Capital Projects Fund (\$350,000) for Royal Oaks Drainage roadway and drainage improvement. The Fund has no reserves in this year's budget.

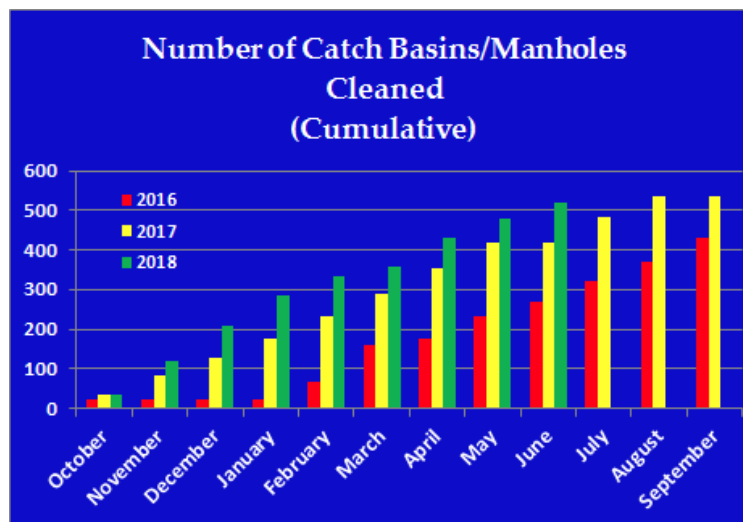
The Town was awarded a rating of 6 in 2017 from the Insurance Services Organization (ISO) for the Community Rating System (CRS). This rating affords Town resident and businesses a discount on their flood insurance premium due to the Town's flood mitigation efforts. This represents about \$600,000 in savings of flood insurance payments made by our residents and businesses. In addition, the mitigation efforts spearheaded by the Building and Public Works Departments reduce flood events

## Town of Miami Lakes FY 2018-19 Proposed Budget

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

### Performance Measures

A key activity of the Stormwater Utility Fund is the cleaning of catch basins and manholes. Catch basins and manhole cleaning mainly takes place during the 'dry season' from November to April.



**Fig.1:** Cumulative number of catch basins/manholes cleaned in FY2018 as of the 3<sup>rd</sup> quarter was 520, averaging approximately 58 manholes per month.

**TOWN OF MIAMI LAKES**  
**FY 2018-19 PROPOSED BUDGET**  
**STORMWATER UTILITY FUND**  
Revenue and Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2015-16 ACTUALS	FY2016-17 ACTUALS	FY2017-18 ADOPTED BUDGET	FY2017-18 REVISED BUDGET	FY2017-18 YEAR-END PROJECTION	FY2018-19 PROPOSED BUDGET	BUDGET COMMENTS
<b>STORMWATER UTILITY FUND</b>							
<b><u>REVENUES</u></b>							
STORMWATER UTILITY FEES	\$953,982	\$1,034,314	\$1,100,000	\$1,100,000	\$1,060,657	\$1,100,000	Based on rate of \$4.50 per ERU.
INTEREST EARNINGS	\$39,092	\$47,104	\$32,000	\$32,000	\$40,000	\$40,000	Interest earnings based on percentage of Stormwater Investment Portfolio
STORMWATER BUDGET CARRYFORWD	\$0	\$0	\$288,148	\$465,685	\$420,691	\$181,351	Prior year fund balance carryforward
INTER-FUND TRANSFERS	\$1,267,755	\$1,052,142	\$0	\$0	\$0	\$0	
<b>TOTAL REVENUES:</b>	<b>\$2,260,828</b>	<b>\$2,133,560</b>	<b>\$1,420,148</b>	<b>\$1,597,685</b>	<b>\$1,521,348</b>	<b>\$1,321,351</b>	
<b><u>EXPENDITURES</u></b>							
ADMINISTRATIVE SUPP TO STORMWATER	\$0	\$0	\$0				
WASAD FEE COLLECTION	\$28,325	\$30,759	\$32,500	\$32,500	\$32,565	\$36,220	WASD fee to collect stormwater charges (approx 33,850 bills @ \$1.07)
STORMWATER ADMINISTRATION	\$0	\$32,000	\$123,142	\$123,142	\$123,142	\$105,000	Overhead charges for support of Utility
PUBLIC OUTREACH/WORKSHOPS	\$2,800	\$400	\$5,000	\$5,000	\$2,000	\$3,000	Required for NPDES and CRS annual certifications
BOOKS PUBLICATIONS	\$370	\$339	\$1,000	\$1,000	\$1,000	\$1,000	Required for CRS: American Association of Flood Plain Managers, FL SW Association & FL Flood Management Association
TRAINING AND EDUCATION	\$4,315	\$3,760	\$5,000	\$5,000	\$3,500	\$3,205	Mandated training to maintain certification
DEPR EQUIP & FURNIT	\$29,907	\$31,011	\$0	\$0	\$0	\$0	-
DEPRECIATION INFRASTRUCTURE	\$173,341	\$203,893	\$0	\$0	\$0	\$0	-
S/W UTIL REVENUE BOND DEBT	\$66,966	\$0	\$68,452	\$68,452	\$68,451	\$69,326	QNIP Debt service payments
FEMA FUNDED CANAL DREDGING PAYMENT	\$0	\$15,279	\$15,390	\$15,390	\$15,390	\$15,679	Payment for FEMA-funded canal dredging project - Year 3 of 10
TRANSFER TO CAP PROJECTS FD	\$0	\$468,967	\$150,000	\$150,000	\$150,000	\$350,000	Transfer for capital improvement projects
<b>TOTAL STORMWATER UTILITY EXPENSES</b>	<b>\$306,024</b>	<b>\$786,409</b>	<b>\$400,484</b>	<b>\$400,484</b>	<b>\$396,048</b>	<b>\$583,430</b>	
NPDES COMPUT. DISCHARGE MOD	\$805	\$805	\$1,000	\$1,000	\$805	\$1,000	Annual regulatory program and surveillance fees
NPDES PERMIT FEES	\$0	\$25,813	\$16,545	\$16,545	\$16,545	\$16,545	Annual payment to DERM for Water Quality Monitoring, Best Management Practices and Basin Management Action Plan per Interlocal Agreement
<b>TOTAL NPDES COSTS</b>	<b>\$805</b>	<b>\$26,618</b>	<b>\$17,545</b>	<b>\$17,545</b>	<b>\$17,350</b>	<b>\$17,545</b>	

**TOWN OF MIAMI LAKES**  
**FY 2018-19 PROPOSED BUDGET**  
**STORMWATER UTILITY FUND**  
Revenue and Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2015-16 ACTUALS	FY2016-17 ACTUALS	FY2017-18 ADOPTED BUDGET	FY2017-18 REVISED BUDGET	FY2017-18 YEAR-END PROJECTION	FY2018-19 PROPOSED BUDGET	BUDGET COMMENTS
REGULAR SALARIES	\$140,385	\$177,257	\$231,552	\$231,552	\$235,263	\$164,138	Salary for PW Director and PW Manager (50%), and 2 Vacuum Truck Operators
EMPLOYEE BONUS/COLA	\$0	\$0	\$4,631	\$4,631	\$0	\$0	FY18 includes 2% COLA effective March 2018. Actual expense accounted for in salaries
STORMWATER OVERTIME	\$0	\$4,456	\$1,000	\$1,000	\$3,200	\$1,000	Additional hours as needed for vac truck operations
COMPENSATED ABSENCES - CURRENT		\$5,625	\$0	\$0	\$0	\$0	Sick and vacation payout
PAYROLL TAXES	\$11,030	\$15,022	\$17,714	\$17,714	\$17,998	\$12,557	Calculated based on 7.65% of salaries
FRS CONTRIBUTIONS	\$7,873	\$19,002	\$18,339	\$18,339	\$18,248	\$13,558	Rate increase from 7.92% to 8.26% thru Jul '19
HEALTH & LIFE INSURANCE	\$21,547	\$25,819	\$45,531	\$45,531	\$44,352	\$36,307	Includes medical, dental, vision and life
WIRELESS STIPEND	\$725	\$609	\$1,200	\$1,200	\$960	\$1,200	Cell phone stipend for PW Director (50%), Manager and 1 Vacuum Truck Operator
LAKE QUALITY ASSESSMENT	\$0	\$1,062	\$50,000	\$50,000	\$50,000	\$0	FY18 Lake quality assessment completed
PROF SERV -ENGINEERING/LEGAL	\$0	\$14,098	\$0	\$0	\$0	\$0	FY17 include Consulting Services for Public Director vacancy
MASTER PLAN UPDATE	\$0	\$0	\$30,000	\$60,345	\$60,345	\$0	FY18 Stormwater Master Plan completed to include West Lakes, Lake Martha and Lake Sarah roadway and drainage improvements.
STORMWATER INSPECTOR	\$27,631	\$47,179	\$65,000	\$65,000	\$52,188	\$50,000	Inspection services for stormwater operations
MISC EXPENSES/REMOTE ACCESS DEVICE	\$852	\$866	\$960	\$960	\$900	\$960	Data plan for field personnel devices
INSURANCE	\$0	\$0	\$0	\$10,200	\$10,200	\$10,200	Property and liability insurance and workers compensation
CLEAN BASINS PIPES TRENCHES	\$42,870	\$19,017	\$42,000	\$42,000	\$42,000	\$49,500	Tipping/dumping fee to MDC for vac truck solid waste (\$27,000); annual cleaning of 92 outfalls (\$12,500), on call cleaning services for drainage system (\$10,000)
MINOR REPAIRS & IMPROVEMENTS	\$88,956	\$37,499	\$93,949	\$93,949	\$70,000	\$20,000	Roadway and drainage restoration per Stormwater Management Master Plan
COMMUNITY RATING SYSTEM	\$0	\$0	\$2,000	\$2,000	\$2,000	\$2,000	Flood management program to reduce resident flood insurance premiums
STREET SWEEPING	\$17,433	\$22,423	\$31,875	\$31,875	\$24,085	\$32,000	Contract street sweeping 62.5 lane miles of roadway bi-weekly
REPAIR AND MAINTENANCE	\$14,316	\$10,011	\$15,000	\$15,000	\$10,000	\$15,000	Vac truck and GPS system repair and maintenance



**TOWN OF MIAMI LAKES**  
**FY 2018-19 PROPOSED BUDGET**  
**STORMWATER UTILITY FUND**  
Revenue and Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2015-16 ACTUALS	FY2016-17 ACTUALS	FY2017-18 ADOPTED BUDGET	FY2017-18 REVISED BUDGET	FY2017-18 YEAR-END PROJECTION	FY2018-19 PROPOSED BUDGET	BUDGET COMMENTS
CANAL MAINTENANCE	\$152,177	\$161,631	\$255,456	\$255,456	\$255,956	\$252,956	Miami-Dade County contract chemical treatment of canals (\$158,918). Monthly maintenance of canals including above surfacing cleaning (\$55,728), slope mowing- 9 cycles (\$28,730), vegetation, algae and herbicidal treatment (\$7,095), rodent control (\$864) and HOAs maintenance fee (\$1,620)
STORMWATER CONTINGENCY	\$0	\$0	\$20,902	\$157,894	\$0	\$0	Contingency for SW project needs.
UNIFORMS	\$905	\$423	\$1,410	\$1,410	\$1,200	\$1,400	Uniforms for 2 Vac truck operators (\$1,250) and shirts for Director and Inspectors (\$150)
GAS, OIL, LUBRICANTS	\$6,199	\$12,000	\$13,000	\$13,000	\$11,704	\$13,000	Gas, oil and lubricants for Vac truck and pressure cleaning equipment
MACHINERY AND EQUIPMENT	\$0	\$1,825	\$0	\$0	\$0	\$0	FY17 includes pressure cleaning equipment
COMPUTER SOFTWARE LICENSES	\$0	\$0	\$60,600	\$60,600	\$16,000	\$44,600	Purchase of asset management software (\$44,000) and AutoCad licenses renewal (\$600). FY18 includes update of the GIS database
<b>TOTAL STORMWATER OPERATING</b>	<b>\$533,399</b>	<b>\$575,824</b>	<b>\$1,002,119</b>	<b>\$1,179,656</b>	<b>\$926,599</b>	<b>\$720,376</b>	
<b>TOTAL STORMWATER UTILITY REVENUES</b>	<b>\$2,260,828</b>	<b>\$2,133,560</b>	<b>\$1,420,148</b>	<b>\$1,597,685</b>	<b>\$1,521,348</b>	<b>\$1,321,351</b>	
<b>TOTAL STORMWATER UTILITY EXPENDITURE</b>	<b>\$840,227</b>	<b>\$1,388,850</b>	<b>\$1,420,148</b>	<b>\$1,597,685</b>	<b>\$1,339,997</b>	<b>\$1,321,351</b>	

*Town of Miami Lakes FY 2018-19 Proposed Budget*

*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 FY 2018-19 Budget is \$344,428.

**TOWN OF MIAMI LAKES**  
**FY 2018-19 PROPOSED BUDGET**  
**FACILITIES MAINTENANCE FUND**  
Revenue and Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2015-16 ACTUALS	FY2016-17 ACTUALS	FY2017-18 ADOPTED BUDGET	FY2017-18 REVISED BUDGET	FY2017-18 YEAR-END PROJECTION	FY2018-19 PROPOSED BUDGET	BUDGET COMMENTS
<b>FACILITY MAINTENANCE FUND</b>							
<b>REVENUES</b>							
TRANS FROM GENERAL FUND - ADMINISTRA	\$0	\$195,637	\$188,550	\$218,550	\$210,042	\$206,657	Administration's portion of building expenses
TRANS FROM GENERAL FUND - POLICE	\$0	\$88,037	\$84,847	\$88,347	\$94,519	\$92,996	Police Dept's portion of building expenses
TRANS FROM BUILDING FUND	\$0	\$42,388	\$40,852	\$43,852	\$45,509	\$44,776	Building Dept's portion of building expenses
<b>TOTAL FACILITY MAINTENANCE REVENUES:</b>	<b>\$0</b>	<b>\$326,062</b>	<b>\$314,249</b>	<b>\$350,749</b>	<b>\$350,070</b>	<b>\$344,429</b>	
<b>EXPENDITURES</b>							
SALARIES	\$0	\$49,471	\$58,000	\$58,000	\$58,777	\$59,160	Salary for Facility Maintenance Coordinator
BONUS/COST OF LIVING ADJUSTMENT	\$0	\$0	\$1,160	\$1,160	\$0	\$0	FY18 includes 2% COLA effective March 2018. Actual expense accounted for in salaries
PAYROLL TAXES	\$0	\$3,560	\$4,437	\$4,437	\$4,496	\$4,526	Calculated based on 7.65% of salaries
FRS CONTRIBUTIONS	\$0	\$3,739	\$4,594	\$4,594	\$4,701	\$4,887	Rate increase from 7.92% to 8.26% thru Jul '19
HEALTH & LIFE INSURANCE	\$0	\$8,374	\$10,729	\$10,729	\$10,108	\$11,744	Includes medical, dental, vision and life
WIRELESS STIPEND	\$0	\$443	\$480	\$480	\$480	\$480	Cell phone stipend
JANITORIAL	\$0	\$0	\$65,000	\$65,000	\$61,560	\$58,000	Government Center custodial service
TELEPHONE SERVICES	\$0	\$14,558	\$16,140	\$16,140	\$14,328	\$15,240	Includes allocation for AT&T fax line and fire alarm (\$7,800), Suncom phone service (\$7,200) for Town Hall, emergency phones (\$240)
REMOTE ACCESS DEVICE	\$0	\$0	\$960	\$960	\$960	\$960	Data Plan for handyman crew devices
UTILITIES	\$0	\$63,134	\$62,400	\$62,400	\$65,894	\$66,740	Includes Administration's allocation of Government Center expenses: FP&L (\$45,000), water and sewer (\$20,000) and waste removal (\$1,740)
REPAIR AND MAINT CONTRACTS	\$0	\$143,930	\$81,000	\$81,000	\$82,668	\$76,500	Government Center contractual expenses for landscaping (\$14,520), A/C maintenance (\$8,520) and monitoring (\$2,400), fire alarm monitoring (\$3,000), plumbing and electrical (\$9,000), handyman service (\$25,000); elevator services (\$5,000), recycling (\$1,080), and other maintenance (\$7,980)
VEHICLE REPAIR AND MAINTENANCE	\$0	\$0	\$0	\$0	\$0	\$500	Vehicle maintenance
HURRICANE EXPENSES	\$0	\$21,372	\$4,800	\$4,800	\$4,800	\$1,500	Generator filter, startup and maintenance. Prior years include cost for generator rental

**TOWN OF MIAMI LAKES**  
**FY 2018-19 PROPOSED BUDGET**  
**FACILITIES MAINTENANCE FUND**  
Revenue and Expenditure Detail by Line Item

ACCOUNT NAME/DESCRIPTION	FY2015-16 ACTUALS	FY2016-17 ACTUALS	FY2017-18 ADOPTED BUDGET	FY2017-18 REVISED BUDGET	FY2017-18 YEAR-END PROJECTION	FY2018-19 PROPOSED BUDGET	BUDGET COMMENTS
OFFICE SUPPLIES	\$0	\$148	\$0	\$36,500	\$36,500	\$36,500	Office supplies for all departments including holiday decorations
OPERATING SUPPLIES	\$0	\$1,113	\$0	\$0	\$0	\$0	FY17 include iPad Minis for handyman crew
GAS, OIL LUBRICANTS	\$0	\$1,008	\$1,200	\$1,200	\$1,447	\$4,000	Fuel for vehicle (\$1,500) and generator (\$2,500)
BOOKS/PUBLIC/SUBSCRIP/MEMBERSHIPS	\$0	\$0	\$0	\$0	\$0	\$342	Memberships for Facility Management Professional (\$210) and Amazon Prime for delivery of supplies (\$132)
EDUCATION AND TRAINING	\$0	\$4,798	\$2,000	\$2,000	\$2,000	\$2,000	Master Cleaning Certification: registration (\$1,300) and travel (\$700)
INFRASTRUCTURE	\$0	\$101	\$0	\$0	\$0	\$0	
COMPUTER SOFTWARE LICENSES	\$0	\$1,331	\$1,350	\$1,350	\$1,350	\$1,350	Facility Dude License
<b>TOTAL FACILITY MAINTENANCE EXPENDITURE</b>	<b>\$0</b>	<b>\$317,079</b>	<b>\$314,249</b>	<b>\$350,749</b>	<b>\$350,070</b>	<b>\$344,429</b>	