

ORDINANCE NO. 2003-27

AN ORDINANCE OF THE TOWN OF MIAMI LAKES, FLORIDA, AMENDING ORDINANCE NO. 2001-11; AMENDING THE TOWN'S BUDGET FOR THE 2001-2002 FISCAL YEAR; AUTHORIZING THE TOWN MANAGER TO TAKE ALL ACTIONS NECESSARY TO IMPLEMENT THE TERMS AND CONDITIONS OF THIS ORDINANCE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, in accordance with Section 200.065, Florida Statutes, and Section 8.7 of the Town of Miami Lakes (the "Town") Charter, the Town Council adopted the Budget for Fiscal Year 2001-2002 (the "Budget") by Ordinance No. 2001-11;

WHEREAS, Fiscal Year 2001-2002 ended on September 30, 2002 and thereafter, in accordance with Section 166.241, Florida Statutes, the Town's auditors and Finance Director completed their review of the actual expenditures and revenues against those adopted in the Budget; and

WHEREAS, the Town Council has determined that it is necessary to amend the Budget, as set forth in Exhibit "A," based upon the review and analysis by the auditors and the Finance Director and further based upon the recommendations of the Town Manager.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF MIAMI LAKES, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The recitals are true and correct and are incorporated herein by this reference.

Section 2. Budget Amendment. The Town Council authorizes and approves the amendment of Ordinance No. 2001-11, which adopted the Budget for Fiscal Year 2001-2002. The

Budget adopted by Ordinance 2001-11 is hereby amended and replaced with the final budget attached as Exhibit "A."

Section 3. Authorization of Town Manager. The Town Manger is hereby authorized to take all actions necessary to implement the terms and conditions of this Ordinance.

Section 4. Effective Date. This Ordinance shall become effective immediately upon adoption on second reading.

The foregoing Ordinance was offered by Councilmember Collins, who moved its adoption on first reading. The motion was seconded by Vice Mayor Alonso and upon being put to a vote, the vote was as follows:

Councilmember Mary Collins	<u>Yes</u>
Councilmember Robert Meador, II	<u>Absent</u>
Councilmember Michael Pizzi	<u>Yes</u>
Councilmember Nancy Simon	<u>Yes</u>
Councilmember Peter Thomson	<u>Yes</u>
Vice Mayor Roberto Alonso	<u>Yes</u>
Mayor Wayne Slaton	<u>Yes</u>

PASSED AND ADOPTED on first reading this 10th day of June, 2003.

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

Councilmember Mary Collins	<u>Yes</u>
Councilmember Robert Meador, II	<u>Yes</u>
Councilmember Michael Pizzi	<u>Yes</u>

Councilmember Nancy Simon
Councilmember Peter Thomson
Vice Mayor Roberto Alonso
Mayor Wayne Slaton

Yes
Yes
Yes
Yes

PASSED AND ADOPTED on second reading this 8th day of July, 2003.

Wayne Slaton
Wayne Slaton
MAYOR

ATTEST:

Beatris M. Arguelles
Beatris M. Arguelles, CMC
TOWN CLERK

Approved as to form and legality for the use
and benefit of the Town of Miami Lakes only:

WTBO
Weiss, Serota, Helfman, Pastoriza, Guedes,
Cole & Boniske, P.A.
TOWN ATTORNEY

702001/Ordinance/Amending Budget 2001-2002

Ordinance No. 03-38

**TOWN OF MIAMI LAKES
BUDGET AMENDMENT SUMMARY
FISCAL YEAR 2001-02**

As per budget categories in Ordinance No. 2001-11

Description	ORIGINAL BUDGET	INCREASE (DECREASE)	AMENDED BUDGET	ACTUAL FY 2002	POSITIVE VARIANCE
Police Services	\$ 4,000,238	\$ -	\$ 4,000,238	\$ 3,864,966	\$ 135,272
Parks and Recreation	366,720	71,906	438,626	438,626	-
Parks Maintenance	1,255,602	45,527	1,301,129	1,301,129	-
Public Works	1,096,452	(363,713)	732,739	216,850	515,889
Street Lighting	376,213	(320,000)	56,213	53,716	2,497
County Overhead, Planning, Team Metro, Code Enforcement, Building & Zoning	400,000	175,185	575,185	575,185	-
Town Council	132,869	-	132,869	81,920	50,949
Advisory Board's Recommendations & Special Events	110,000	-	110,000	38,561	71,439
Town Administration	445,864	-	445,864	379,529	66,335
Contracted Professional Services	532,000	389,661	921,661	921,661	-
Operating Expenses	188,878	-	188,878	186,568	2,310
Capital Equipment	78,400	-	78,400	62,337	16,063
Contingency Reserve	623,787	-	623,787	-	623,787
Mitigation Payment	1,493,500	1,434	1,494,934	1,494,934	-
TOTAL	\$ 11,100,523	\$ 0	\$ 11,100,523	\$ 9,615,982	\$ 1,484,541

**TOWN OF MIAMI LAKES
BUDGET AMENDMENT DETAIL
FISCAL YEAR 2001-02**

As per budget categories in Ordinance No. 2001-11

Description	ORIGINAL BUDGET	INCREASE (DECREASE)	AMENDED BUDGET	ACTUAL FY 2002	POSITIVE VARIANCE
<u>Police Services:</u>					
Patrol Services	3,582,574	68,676	3,651,250	3,651,250	-
School Crossing Guards	44,000	-	44,000	-	44,000
Increased Service Level Contingency	373,664	(282,392)	91,272	-	91,272
Specialized Services Contract	-	213,179	213,179	213,179	-
Telephone Dedicated Lines	-	537	537	537	-
	4,000,238	0	4,000,238	3,864,966	135,272
<u>Parks and Recreation:</u>					
Royal Oaks Park	14,420	4,297	18,717	18,717	-
Miami Lakes Park	227,300	161,760	389,060	389,060	-
Increased Service Level Contingency	125,000	(125,000)	-	-	-
Contractual Services	-	2,235	2,235	2,235	-
Consulting Service	-	2,500	2,500	2,500	-
Special Events/ Programs	-	26,114	26,114	26,114	-
	366,720	71,906	438,626	438,626	-
<u>Parks Maintenance</u>					
	1,255,602	45,527	1,301,129	1,301,129	-
<u>Public Works:</u>					
Roadway Maintenance	70,602	-	70,602	-	70,602
Road Resurfacing Program	409,000	(363,713)	45,287	-	45,287
Public Works Town Maintenance	350,000	-	350,000	-	350,000
QNIP Debt Service	216,850	-	216,850	216,850	-
Metropolitan Planning Organization Grant	20,000	-	20,000	-	20,000
Co-Permittee Fees - NPDES	30,000	-	30,000	-	30,000
	1,096,452	(363,713)	732,739	216,850	515,889

**TOWN OF MIAMI LAKES
BUDGET AMENDMENT DETAIL
FISCAL YEAR 2001-02**

As per budget categories in Ordinance No. 2001-11

Description	ORIGINAL BUDGET	INCREASE (DECREASE)	AMENDED BUDGET	ACTUAL FY 2002	POSITIVE VARIANCE
<u>Street Lighting</u>	376,213	(320,000)	56,213	53,716	2,497
<u>County Overhead, Planning, Team Metro, Code Enforcement, Building & Zoning:</u>					
Code Enforcement Contingency	200,000	(99,363)	100,637	100,637	-
Building, Zoning & Planning Contingency	200,000	272,034	472,034	472,034	-
Repairs & Maintenance	-	542	542	542	-
Miscellaneous	-	157	157	157	-
ID Badges	-	1,815	1,815	1,815	-
	400,000	175,185	575,185	575,185	-
<u>Town Council:</u>					
Town Council Meeting Costs	5,000				
Workshop Costs	9,900				
Advertising - Legal Meeting Notices	15,500				
Total Council Meeting & Workshop Expenses	30,400	-	30,400	5,150	25,250
Council Stipend	33,600		33,600	33,600	-
Council travel Expenses	17,713	(1,460)	16,253	4,015	12,238
Education & Training	-	1,460	1,460	1,460	-
Mayor's Salary & Fringe	23,616		23,616	21,612	2,004
Mayor's Car Allowance	7,200		7,200	7,200	-
Mayor's Health Insurance	4,800		4,800	4,109	691
Council Fax & Mobile Phone Lines	15,540		15,540	4,774	10,766
	132,869	0	132,869	81,920	50,949
<u>Advisory Board's Recom. & Special Events</u>	110,000	0	110,000	38,561	71,439

**TOWN OF MIAMI LAKES
BUDGET AMENDMENT DETAIL
FISCAL YEAR 2001-02**

As per budget categories in Ordinance No. 2001-11

Description	ORIGINAL BUDGET	INCREASE (DECREASE)	AMENDED BUDGET	ACTUAL FY 2002	POSITIVE VARIANCE
Town Administration:					
<i>Personnel - Salary</i>					
Town Manager	120,000	56,207	176,207	176,207	-
Town Clerk	54,000	208	54,208	54,208	-
Receptionist/Clerical	29,000	224	29,224	29,224	-
Part Time Office Manager	<u>34,320</u>	<u>264</u>	<u>34,584</u>	<u>34,584</u>	-
Subtotal: Personnel - Gross Salary	<u>237,320</u>	<u>56,903</u>	<u>294,223</u>	<u>294,223</u>	-
<i>Personnel - Fringes</i>					
Withholding Tax (FICA)	32,157				
Social Security	14,714				
Medicare (MICA)	3,441				
Payroll Adjustment	<u>(6,500)</u>				
Subtotal: Personnel - Fringes	<u>43,812</u>	<u>(25,775)</u>	<u>18,037</u>	<u>18,037</u>	-
<i>Employee Related Benefits</i>					
Retirement Contribution	11,866	(3,672)	8,194	8,194	-
Deferred Compensation Match	11,866	6,101	17,967	17,967	-
Health Insurance - Employees	<u>21,000</u>	<u>3,327</u>	<u>24,327</u>	<u>24,327</u>	-
Subtotal: Benefits	<u>44,732</u>	<u>5,756</u>	<u>50,488</u>	<u>50,488</u>	-
Total Town Personnel	325,864	36,884	362,748	362,748	-
Legal Advertising	-	16,781	16,781	16,781	-
Administration Contingency	120,000	<u>(53,665)</u>	66,335	-	66,335
	445,864	0	445,864	379,529	66,335

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BUDGET AMENDMENT DETAIL
FISCAL YEAR 2001-02**

As per budget categories in Ordinance No. 2001-11

Description	ORIGINAL BUDGET	INCREASE (DECREASE)	AMENDED BUDGET	ACTUAL FY 2002	POSITIVE VARIANCE
Contracted Professional Services:					
Legal Services - Town Attorney	250,000	(11,112)	238,888	238,888	-
Reserve for Litigation	20,000	13,059	33,059	33,059	-
Legal Services - Cont. Matters	-	32,683	32,683	32,683	-
Legislative Assistance	15,000	(15,000)	-	-	-
Accounting & Audit Services	20,000	(12,000)	8,000	8,000	-
Financial Services	37,000	53,150	90,150	90,150	-
Computer Systems & Development	20,000	169,429	189,429	189,429	-
Comprehensive Master Development Plan	50,000	139,382	189,382	189,382	-
Engineering/Roadway Studies	20,000	(20,000)	-	-	-
Contingency for Consultant Studies	100,000	40,070	140,070	140,070	-
	532,000	389,661	921,661	921,661	-

**TOWN OF MIAMI LAKES
BUDGET AMENDMENT DETAIL
FISCAL YEAR 2001-02**

As per budget categories in Ordinance No. 2001-11

Description	ORIGINAL BUDGET	INCREASE (DECREASE)	AMENDED BUDGET	ACTUAL FY 2002	POSITIVE VARIANCE
Operating Expenses:					
Advertising - Recruitment	3,500	(3,500)	-	-	-
Bank Charges	154	369	523	523	-
Computer Systems	18,000	(15,690)	2,310	-	2,310
Contractual Expense	-	4,915	4,915	4,915	-
Copy & Printing Charges:					
Monthly Lease & Per Copy Charges	3,872	4,092	7,964	7,964	-
Per Copy Charges	4,320	(3,268)	1,052	1,052	-
Outside Printing	3,332	4,551	7,883	7,883	-
Electricity	2,400	(1,557)	843	843	-
Equipment Maintenance Contracts	200	(180)	20	20	-
Repairs & Maintenance	-	1,268	1,268	1,268	-
Insurance - Town	20,500	29,031	49,531	49,531	-
Janitorial Services	2,160	-	2,160	2,160	-
Mailing Expenses:					
Postage Meter Lease	2,160	(407)	1,753	1,753	-
Postage & Delivery	200	2,702	2,902	2,902	-
Mailing & Delivery	600	683	1,283	1,283	-
Office Supplies	36,000	(26,004)	9,996	9,996	-
Rent - Town Hall	37,200	15,528	52,728	52,728	-
Rent - Reserve	20,000	(20,000)	-	-	-
Phone & Fax Line Charges	5,000	760	5,760	5,760	-
Mobile Telephone Charges	2,400	2,993	5,393	5,393	-
Other	-	16,830	16,830	16,830	-
Internet Provider	480	(480)	-	-	-
Training & Education:					
Registration	4,000	(3,775)	225	225	-
Memberships, Dues & Publications	8,400	(4,483)	3,917	3,917	-
Travel & Per Diem	8,000	(2,993)	5,007	5,007	-
Vehicle Expenses	6,000	(1,385)	4,615	4,615	-
	188,878	0	188,878	186,568	2,310

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BUDGET AMENDMENT DETAIL
FISCAL YEAR 2001-02**

As per budget categories in Ordinance No. 2001-11

Description	ORIGINAL BUDGET	INCREASE (DECREASE)	AMENDED BUDGET	ACTUAL FY 2002	POSITIVE VARIANCE
<u>Capital Equipment:</u>					
Office Phones	8,000	-	8,000	220	7,780
Mobile Phones/Pager Purchases	200	487	687	687	-
Computer & Computer System	15,000	(6,707)	8,293	210	8,083
Fax Machines	200	-	200	-	200
Furniture	5,000	2,999	7,999	7,999	-
Equipment Reserve	50,000	(49,744)	256	256	-
West Lake Tot Lot	-	52,965	52,965	52,965	-
	78,400	0	78,400	62,337	16,063
<u>Contingency Reserve</u>	623,787	-	623,787	-	623,787
<u>Mitigation Payment</u>	1,493,500	1,434	1,494,934	1,494,934	-
TOTAL	11,100,523	0	11,100,523	9,615,982	1,484,541