



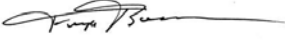
Budget Message



TOWN OF MIAMI LAKES

MEMORANDUM

To: Honorable Mayor and Town Council

From: Frank C. Bocanegra, Esq. 
Town Manager

Subject: Second Budget Hearing for FY 2009-10

Date: September 28, 2009

GENERAL FUND

At the First Budget Hearing held on September 10, 2009, the Town Council approved a proposed millage of 2.447, which is a reduction of 0.0325 mills from the FY2008-09 millage rate of 2.4795. This will result in \$6,679,877 in revenue being collected. The millage reduction and decrease in the assessed property values represented a reduction of \$768,293 in ad valorem tax revenues in the General Fund from the FY2008-09 Budget. Therefore, the citizens of Miami Lakes will realize a tax cut in the amount of \$768,293. The focus of the Mayor and Council as well as staff has been and will continue to be to decrease expenses through renegotiating contracts while increasing the level of services provided to the citizens. Further, at the Special Council meeting held on September 23, 2009 the Mayor and Council voted to not pay the County QNIP (\$169,538 annually). These reductions coupled with not having to pay the mitigation payment to the county have enabled the Town to pass along savings to the citizens of Miami Lakes.

The reductions adopted by the Town Council on first reading are summarized below:

Town Council Expenses	2008-09 Budget	2009-10 Budget
Mobile Telephone Charges	10,400	5,500
Council Discretionary Fund	10,000	5,000
Education and Training	4,000	2,000
Administrative Expenses		
Salaries	800,000	751,894
Cola	40,000	14,743
Merit	24,000	0
Retirement Benefits	95,000	74,062
Life/Health Insurance	109,400	83,740
Mobile Telephone Charges	9,400	7,000
Membership, Dues, Publications	22,400	19,000
Education and Training	20,000	0
Grant Writing	20,000	5,000
Develop & Maintain Online Applications	60,000	12,000

Administrative Exp. Continued	2008-09 Budget	2009-10 Budget
Database Support	20,000	5,000
Copier Lease	16,800	0
Insurance	190,000	132,544
Repairs and Maintenance	15,000	10,000
Printing	15,000	10,000
Office Supplies	40,000	32,000
Equipment purchase and Rental	18,000	7,500
Town Clerk		
Salaries	198,400	184,406
Cola	9,920	3,616
Merit	5,952	0
Election Costs	70,000	0
Town Attorney		
Code Enforcement	70,000	50,000
Police		
Salaries and Overtime	6,710,000	6,482,783
Parks, Recreation and Culture		
Cola	18,010	4,940
Merit	10,806	0
Picnic/Mini Parks – General Repairs	150,000	125,000
Picnic/Mini Parks – Utilities	60,000	56,000
ROP Repairs and Improvements	50,000	35,000
Barbara Goleman Maintenance	4,000	0
Public Works		
Salaries	145,000	139,174
Cola	7,250	983
Merit	4,350	0
Right of Way Maintenance	852,000	400,204
Street Light Maintenance	130,000	115,000
Tree Trimming	125,000	0
Tree Cutting	12,000	0
Building		
Cola	14,960	7,794
Merit	8,976	0
Contractual Services	501,000	280,000
Computer Automation	75,000	25,000
Electronic Records Storage	14,500	0
Office Supplies	15,000	6,500
Capital Outlay	2,500	0
Planning and Development		
Cola	18,745	7,260
Merit	11,247	0
Site Plan Reviews	20,000	10,000

The preceding reductions have yielded \$14,998,445 in total expenses, which is \$1,087,683 less than the FY 2008-09 budgeted expenses. The significant savings have been a combined effort by the Mayor, Council and Town Staff. This effort will continue into the new fiscal year in order to make up for another anticipated decrease in ad valorem revenue in FY 2010-11. Although the development of a balance budget this year has again been challenging through fiscal prudence and good leadership the Proposed FY 2009-10 budget is balanced and enables the Town of Miami Lakes to continue delivering outstanding enhanced services to our residents, businesses and visitors while maintaining the lowest tax rate in the County.

ACKNOWLEDGEMENT

The development of this year's Proposed Operating Budget has taken a great deal of time, energy and hard work. I would like to thank the Mayor, Vice Mayor, and the entire Council for their valuable input, continued guidance, support and above all leadership with the budget process and in helping to accomplish so much on behalf of our town residents.

I would also like to thank all our employees for their continued dedication to the Town's mission of providing excellent public services and working so hard to help accomplish so many positive results during very difficult economic times that benefit the entire community.

Finally, I would like to thank my entire senior staff who worked so hard to ensure that this year's process resulted in a fiscally prudent and balanced budget. I would particularly like to thank Mike Appleton, Finance Director, for his hard work and dedication. Mike I commend your achievement!

I appreciate the teamwork demonstrated to accomplish our goals!



TOWN OF MIAMI LAKES

Council Memorandum

To: Honorable Mayor and Town Council

From: Frank C. Bocanegra, Esq. - Town Manager

Subject: Proposed Millage Rate and Budgets for Fiscal Year 2009-10

Date: September 10, 2009

Recommendation

It is recommended that the Town Council approve the attached ordinances establishing the property tax millage rate at 2.4795 and the operating, special revenue, and capital budgets Fiscal Year 2009-10.

Background

Attached are the updated proposed General Fund, Special Revenue, Stormwater Utility and Capital Projects budgets for fiscal year 2009-10. These budgets have been adjusted to reflect changes in revenues and expenses incurred after the July approval of the preliminary millage rate. Further, adjustments have been made in order to incorporate the amended 07-08 Budget approved at the September 8, 2009 Council Meeting. These recommendations came from Rodriguez, Trueba & Co. (hereinafter "CPA"), which is the Certified Public Accounting firm previously retained by the Town to amend the 2007-08 FY budget and actual figures. The original proposed Managers' budget provided to the Mayor and Council at the end of August reflected the recommendations by CPA in the 2008-09 budget; however, since the Mayor and Council have not approved an amendment to the 2008-09 budget, the 2008-09 Final Mayor and Council approved budget numbers will not reflect the CPA's recommendations at this time. The 2008-09 budget numbers will mirror the numbers approved by Mayor and the Council. The budget will be amended in the future to reflect the suggestions of the CPA firm for 2008-09.

The General Fund Budget reflects a decrease of revenues and expenses in the amounts of \$32,085 and \$210,362 respectively from the previous Manager's budget provided to Council. All of these changes, result in an estimated surplus of approximately \$293,543 in the General Fund Budget. Each of the changes are highlighted in yellow in the budget provided.

This budget surplus will allow the Council to implement many of the initiatives the Councilmembers proposed at the Budget Workshop held on September 2, 2009.

The following changes have been made:

- Franchise Fees: changed per actual payment received and confirmation letter dated 8/15/09.
- Salaries, Merits, COLA: All are now in a line item
- Retirement Benefits and Life Insurance: separated into separate line item
- Insurance: reduced per contract awarded to Brown and Brown at September 8, 2009 Council meeting.
- Election Costs: will be invoiced in FY 2009-10; however, payment is not due until FY 2010=11. Town will realize cost when payment is due.
- Police Rent: modified to reflect 20% of total rent currently due under present contract.
- Right of Way Maintenance: reduced per contract awarded to Florida Turf and Landscaping at September 8, 2009 Council meeting.
- Administration Fees in Special Revenue Fund: have been eliminated since they were off setting entries with no budget impact.

Conclusion

The budget preparation this year was centered on trying to minimize the impact of the significant reduction in all revenue sources. I believe that the proposed millage rate of 2.4795 approved in July should be maintained for next year. It is anticipated that the economic slowdown shall begin to turn around at some point in the next year.