

TOWN OF MIAMI LAKES



PROPOSED OPERATING AND CAPITAL BUDGET FY 2011-12

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BUDGET MESSAGE



TOWN OF MIAMI LAKES

MEMORANDUM

To: Honorable Mayor and Town Council

From: Alex Rey, Town Manager 

Subject: Budget Message - Proposed Millage and Budget for Fiscal Year 2011-12

Date: September 13, 2011

Recommendation

It is recommended that Town Council approve the proposed millage rate for Fiscal Year 2011-12 at 2.3518 mills, which is \$2.3518 per \$1,000 of assessed property value. The proposed millage is equal to the rolled back rate, it is .0184 mills lower than the current year adopted rate of 2.3702, and is below the 2.36 millage rate approved by the Town Council as the preliminary millage in July. The proposed millage rate can be adopted by a single majority vote.

Over the last year, the Mayor and Council have made it clear that reducing taxes is a high priority. As a result, the budget development process became a more delicate balancing act, requiring the prioritization of resources exclusively on the core municipal government functions of public safety, code enforcement, parks, road maintenance and drainage improvements, and beautification of the Town's right of ways while maintaining strong internal controls. As you will see later on, this budget maintains or enhances those essential services.

While reducing the millage is easy, it must be accompanied by concurrent reductions, these are difficult but necessary sacrifices to balance the budget. The Proposed Budget concentrates reductions on programs that though nice to have, are not core municipal services, and are necessary to meet the mandate of the Council.

It is my professional opinion that this budget accomplishes the above stated objectives.

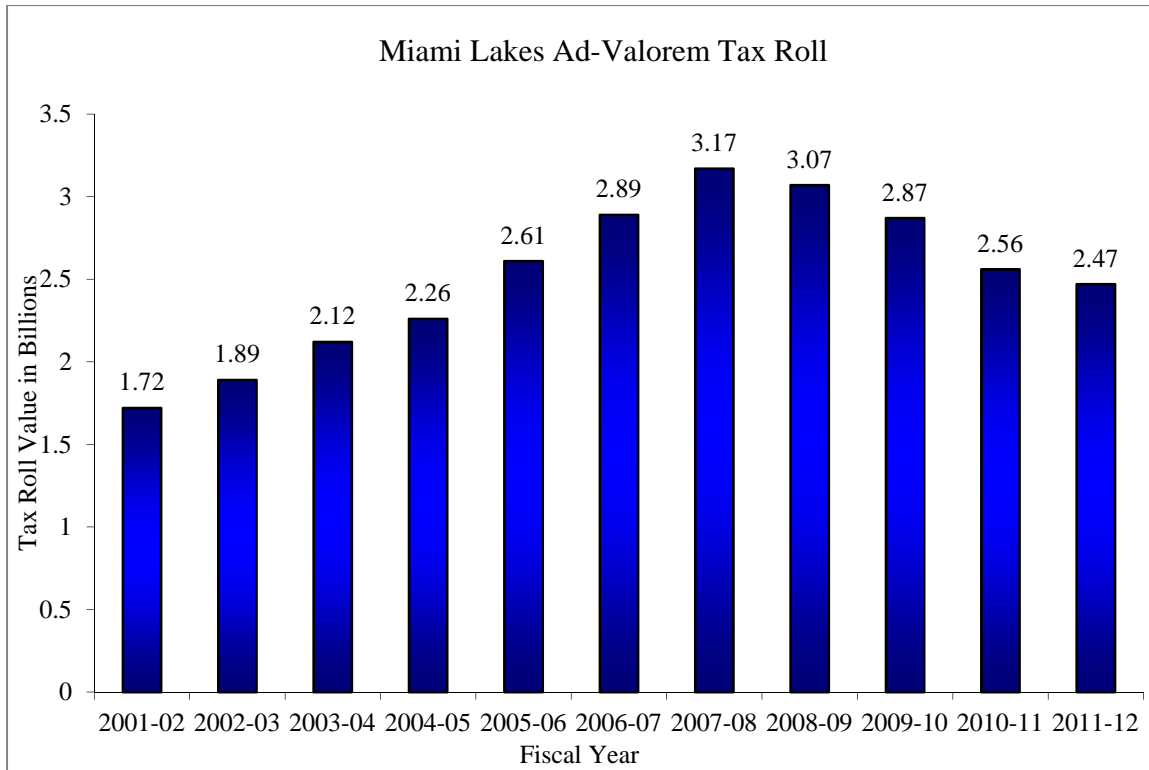
In addition to the public hearings, I am planning an executive presentation of the Proposed Budget to Council Members in addition to being available for individual meetings with Council Members. The presentation and individual meetings will be scheduled prior to the first public hearing on September 13, 2011.

Background

The tax roll certified by the Property Appraiser as of July 1, 2011 reflects a gross taxable value of \$2,475,843,932, which includes an increase of \$16,889,704 in new construction and improvements. As compared to the previous year, the July 1, 2011 figures reflect a gross

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reduction in taxable value of \$80,964,452 from the previous year budgeted roll value. At the current millage rate of 2.3702 and calculated at the 95% used for budget purposes, the impact is a reduction of approximately \$182,307 in ad valorem revenue for FY 2011-12. At the proposed millage rate of 2.3518 mills, the ad valorem revenue reduction is \$225,585.



As seen in the table above, this is the fourth year in a row that the tax roll value is less than in the preceding year. The reduction from the FY 2010-11 budgeted roll value is approximately 3.17%; this places the Town in the middle of the curve for municipal roll reductions, with some municipalities continuing to experience near double digit percentage decreases.

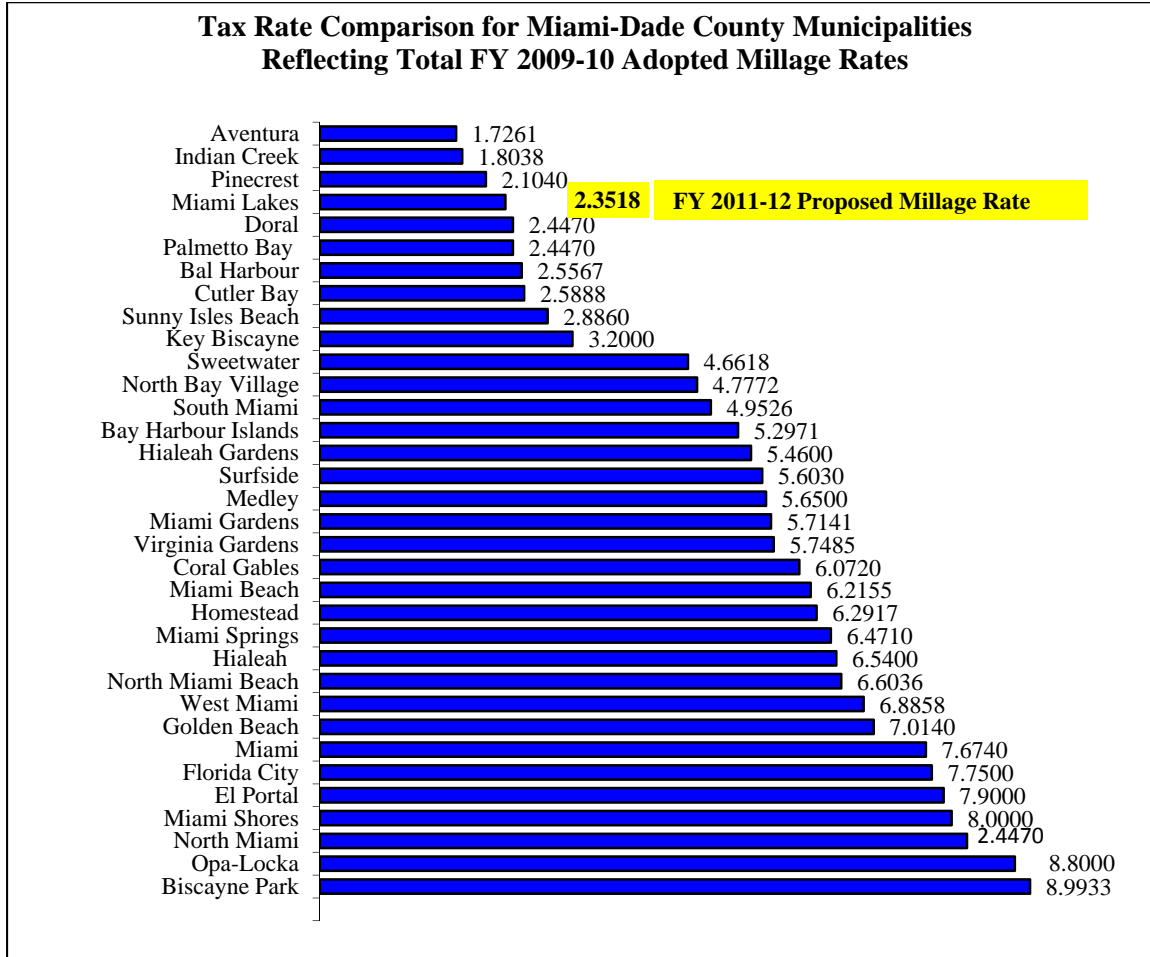
Millage Rate

The Town of Miami Lakes has the fourth lowest millage rate in Miami-Dade County and has steadily reduced its millage since its first year of incorporation, in spite of declining tax roll values in the last four fiscal years. This steady decline has resulted in a millage rate reduction from 3.057 to FY 2011-12’s proposed rate of 2.3518, for an overall reduction of 0.7052 mills or 23%. At the same time, the quality and quantity of the services provided by the Town have increased.

The table below shows the FY 2009-10 adopted millage rates for Miami-Dade County municipalities, they range from a high of 8.9933 mills in Biscayne Park to a low of 1.7261 mills

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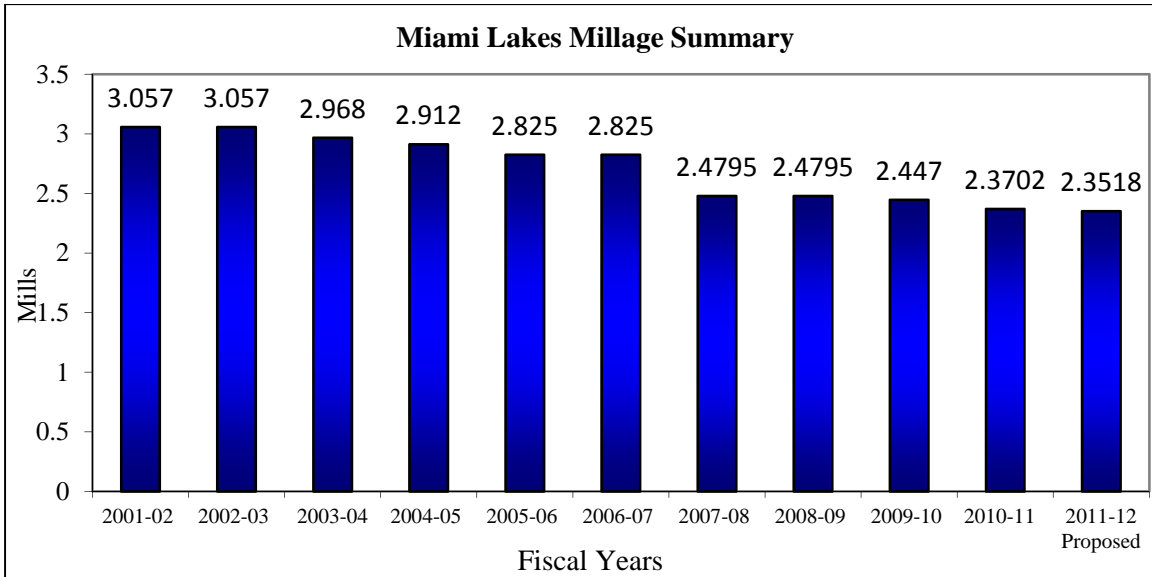
in Aventura. The average millage rate for municipalities with populations comparable to the Miami Lakes is 3.5771; the proposed millage rate of 2.3518 is 34% below the average.



Rolled Back Rate

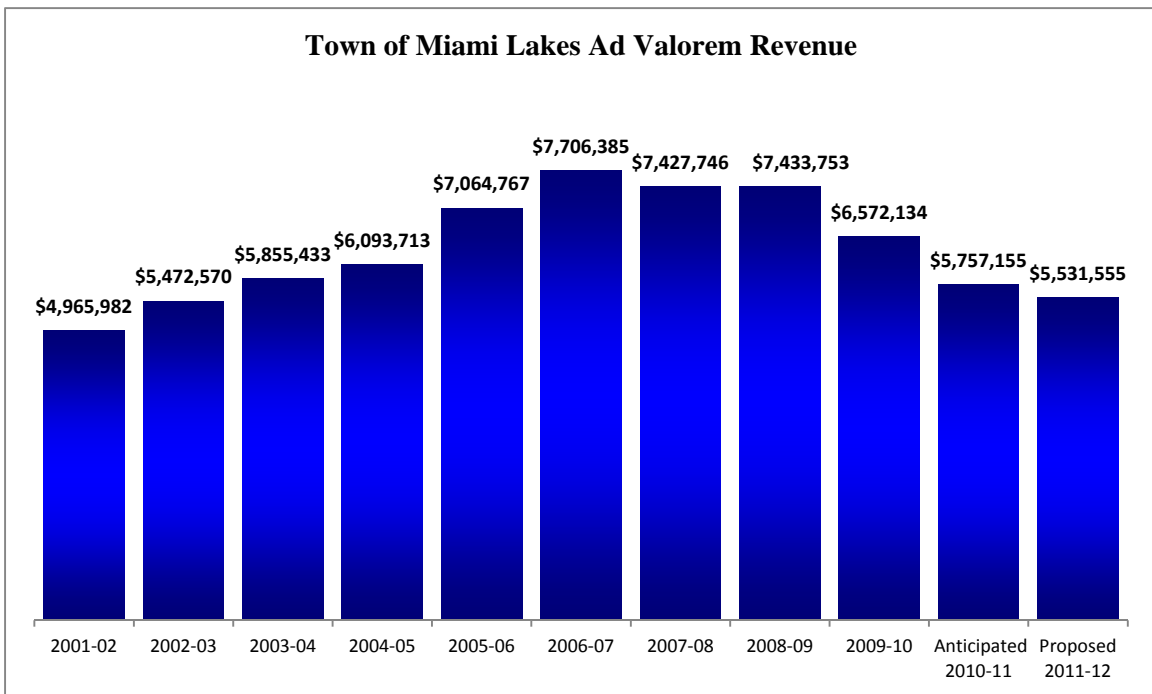
The proposed millage rate of 2.3518 is the rolled-back rate for FY 2011-12. This rate, calculated as required by the State Department of Revenue, will provide the same Ad Valorem tax revenue as levied during the prior year exclusive of new construction and improvements. The state-required methodology for calculating the rolled back rate requires the use of the roll value after the Value Adjustment Board action. For the Town, the final gross taxable value is \$2,439,864,286, which is \$116,944,098 less than the original \$2,556,808,384 base roll figure.

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Ad Valorem Revenue

Decreases in the Ad Valorem Roll Value and the millage rate for the Town, Ad Valorem Revenue over the last five fiscal years has decreased substantially from a high of \$7.7 million to this year's \$5.7 million, a 26% decrease. Hence the Town is doing more with considerably less. At the proposed millage rate, Ad Valorem Revenue is further reduced to \$5,531,555, bringing the reduction to 28% less than the FY 06-07 value.



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Other Revenue Adjustments

In addition to Ad Valorem reductions, the Town is facing reductions to Electric Franchise Fees, Communications Service Tax, and Interest Income totaling \$565,500 for FY 2011-12.

The Electric Franchise Fee revenue impact is by far the largest for the Town, affecting both FY 2010-11 with a \$650,000 revenue reduction and FY 2011-12 with a \$400,000 impact. This impact, generated by the Florida Public Service Commission's ruling FPL must issue rebates to customers for overbilling a fuel surcharge, is anticipated to become the new baseline for Electric Utility Tax revenue generation in the near future.

Communications Service Tax reductions are reflective of the current consumer market as projected by the Florida Department of Revenue; the Communication Services Tax has been on a downward trend for the past few years and it is likely to continue in the coming year. The Proposed Budget FY 2011-12 reflects a reduction of \$121,500 and since FY 2008-09, this revenue has decreased by over \$370,000 per year.

Due to a reduction in overall interest rates, the Town will earn less on our funds during FY 2011-12; this reflects a reduction of \$20,000 in revenue.

Sales tax is the only revenue that is experiencing growth; this impacts the State Revenue Sharing and the Half-Cent Sales Tax. The State Department of Revenue estimated a 15% growth over the current year collections for the Half-Cent Sales Tax, however, due to the uncertainty in the recovery a more conservative growth rate of 10% was included in the Proposed Budget.

The net reduction in revenues for FY 11-12 is estimated to be approximately \$474,000.

General Fund

As highlighted above, many Town revenues have been negatively impacted, which necessitates parallel reductions on the expenditure side. Of the primary revenue reductions highlighted, all are likely to be recurring reductions, meaning we do not anticipate increased growth or a rebound in the near future. For this reason, I strongly believe the proposed millage rate of 2.3518 is the minimum level that should be approved. Any additional millage reduction at this time would jeopardize the long term financial stability of the Town. Most economists still have different opinions as to how long the economic slowdown will continue and whether we will enter a double dip recession in the near future.

To close the budget gap at the proposed millage rate, the following major reductions and efficiencies were identified to balance the General Fund budget:

- Elimination of Special Project Assistant position in the Planning Department (\$66,536)
- Elimination of Deputy Clerk position in the Office of the Town Clerk (\$60,846)

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- Reduction in Florida Retirement System benefits and staff's contribution of 3% towards the retirement program (\$65,000)
- Savings due to the fact that no elections will be held in FY 2011-12 (\$65,000)
- Acquisition of new copiers has allowed us to save monies in outside printing and reduce \$4,400 in outside printing expenses (\$4,400)
- The number of cellular phones provided to employees was reduced and a stipend program was instituted in lieu of a phone; this combined effort will save approximately \$17,330 next year. Additional savings will be incurred as the Town navigates away from Blackberry devices to other smartphone options that do not require an in-house server or additional charges. The Town's current Blackberry server will require replacement next fiscal year; avoidance of this expense by navigating away from these devices will result in overall savings of an additional \$12,000 (\$17,330)
- Deferral of all travel, education, and training for one year (\$30,325)
- Elimination of refreshments at Town Council meetings (\$6,000)
- Purchase of Hurricane Equipment completed in FY 2010-11 (\$30,000)
- Completion of leasehold improvement due to move to interim town hall (\$16,650)
- Reduction of Town Attorney retainer cost (\$48,000)
- Purchase of scanner for Building Department completed in FY 2010-11 (\$15,000)
- Elimination of outside assistance in the Planning Department for updates to the Comprehensive Development Master Plan facilitated by the change in State Law (\$18,500)
- Reduction in police overtime by scaling down staffing during special events (\$52,000)
- Elimination of funding for Town banners (\$4,317)
- Reduction of allocation to Town's Committees by 15%, with the exception of the Education Advisory Committee for which no funding is being proposed and a reduction of \$20,000 for the Beautification Committee; this generates an overall savings of (\$92,665)
- Elimination of the funding for the Black Box Theater (\$12,000)
- Elimination of Community and Leisure Services consultant support for the accreditation program; this will need to be pursued with existing staff resources (\$20,000)
- Reduction of memberships and publications to only memberships that are required as an essential component of the job, this includes membership to the Miami-Dade League of Cities (\$12,073)
- One-time funding for 10th year anniversary, address verification program, and summer educational programs will not be carried over into FY 2011-12 (\$50,000)
- Federal and State Lobbying - Based on my discussion with the Mayor, who is in charge of the Intergovernmental Affairs responsibilities under the Charter, it is recommended

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that we do not fund the provision of outside lobbying services for the next Fiscal Year. This responsibility will be handled by the Mayor with my assistance (\$49,480)

Proposed FY 2011-12 Expenditure Reductions			
Special Project Assistant Position	66,536	Town Attorney Retainer	48,000
Deputy Clerk Position	60,846	Building Plans Scanner	15,000
Staff 3% Contribution to FRS	65,000	Planning Consultant Support	18,500
No Elections During FY	65,000	Police Overtime	52,000
Outside Printing	4,400	Town Banners	4,317
Cellular Phones and Stipend	17,330	Committees	92,665
Deferral of Travel, Ed, & Training	30,325	Black Box Theater	12,000
Elimination of Food at Council Meetings	6,000	Park Consultant Support	20,000
Hurricane Equipment	30,000	Memberships & Publications	12,073
Leaseholder Improvements	16,650	10th Anniversary	50,000
Federal and State Lobbying	49,480		
		TOTAL	736,122

The Proposed expenditure reductions exceed the net revenue reduction by approximately \$246,000. These funds were allocated to address significant budget issues, as outlined below.

SIGNIFICANT BUDGET ISSUES FOR FY 2011-12

General Fund

- **Merit and Cost of Living Increases** The Proposed Budget does not include any adjustments for additional compensation and cost of living increases for FY 2011-12. This will be the second year without any increase in compensation; however, as per my budget message from last year, I believe that employees should be eligible for bonuses if at the end of the fiscal year we have saved money in the various departments and our overall fiscal condition permits. While the required 3% FRS contribution provides savings to the Town as a whole, it has a negative fiscal impact to the earnings of staff at a time when the Consumer Price Index for all goods has increased by 3.6%
- **Facility Rental Program** I am proposing that we implement rental rates for the use of Town assets such as the Community Centers for the use of private events when not in conflict with a public use. All revenues derived from this program will be earmarked to make improvements at these facilities. Neither the revenues nor the expenses will be included in the budget as we have no experience on how desirable these facilities would be

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- **Code Enforcement** The augmentation of contractual code enforcement staffing by \$20,000 for a part-time officer to work on weekends would allow for more efficient scheduling of code enforcement officers and increase patrol coverage and follow-up throughout the entire week (\$20,000)
- **Police Contract** Negotiations between the Police Benevolent Association and Miami-Dade County are on-going. The budget assumes that all existing cost of living increases will remain unchanged. As a result, the salaries for the Police Department reflect an increase of approximately \$225,000 over the current year. If the County is able to negotiate reductions, the Town Council will have the opportunity to reallocate those savings (\$225,000)
- **Tree Planting** The Town has just recently re-initiated its tree planting program to ensure we continue to preserve our community identity by filling in gaps where tree canopy is lacking. I believe that this is an area where we need to increase funding over the current year allocation; therefore, I am recommending an increase of \$52,500 in next year's budget that will allow us to plant approximately 500 new trees next year (\$52,500)
- **Grants** Grants comprise \$2.6 million in revenue and 12.52% of the total General, Special Revenue, and Capital Funds' revenue for FY 2011-12. This reflects funding programmed to be drawn down within the fiscal year; many of these funds were in jeopardy of being recaptured however, due to our active efforts we were able to preserve of all these monies
- **Information Technology** I found our Information Technology (IT) capabilities lacking upon my return, and a lot of effort was placed last year and expected to continue next year to bring our capabilities to industry standards. This year the Town has progressed from a system of outdated and unlicensed equipment lacking appropriate back-up and memory capacity to a security-enabled network running up-to-date Microsoft and antivirus software. This provided a foundation for next year's implementation of the new Building and Permitting, Financial Management, and Agenda Management Systems. These systems will allow for greater efficiency in operations, and the provision of customer service.

Additional capital-related IT funding of approximately \$84,000 is necessary to purchase six more servers and related back-up components and install another T1 internet line. The additional capacity is needed to run and house the new systems (\$84,000)

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- **Town's website** The Town website capabilities has been diminished over time due to lack of maintenance of our content and links to other systems that would allow residents to be able to go to the Town website and find much of the information they would seek just a click away. I am proposing that we budget \$26,000 to reconstruct the website. This would entail contracting with a third party vendor to work with staff on content development and website design; this is a specific discipline within the IT world and could not be completed by a single staff member (\$26,000)
- **IT In-house Services** As directed by Council, the Proposed Budget includes the expense for one staff IT Analyst position with a base salary of \$60,000, with benefits of \$16,800, and \$25,000 is added to supplement the skills of the staff analyst in the areas of programming, network and server maintenance, in areas where additional expertise may be needed (\$101,800)

In addition, the Town received free support from the network security and VOIP telephone system vendor as part of their contract with Miami Gardens; by contracting out directly, the Town will have an incremental cost of \$35,000 for both of these services. The continuation of these services is essential for us to maintain our existing systems (\$35,000)

- **Red Light Camera and License Plate Reader System** The approval of a contract to implement a red light camera system is on the Council's regular September Agenda. In spite of the negative publicity recently highlighted in the media, data demonstrates that implementation of such a system leads to a 40% reduction in crashes at the intersections in which they are installed. The fact remains that running red lights is illegal and is a dangerous practice. Many people feel that the objective of this program is to generate revenue for the municipality; therefore I am proposing that any revenue generated from red light runners would be applied to implement a license plate reader program to assist law enforcement in monitoring the entrances and exits of the Town
- **Street Lighting Repairs and Assessment** Street lights through the Town are either obsolete or non-compliant with code and sometimes even safety standards. For this reason, expenditures for Town Engineering Services remain at current levels in order to conduct an overall lighting assessment and electrical compliance review of streetlights.

The majority of streetlights throughout Town were largely transferred in 2005. The transfer of the remaining streetlights for us to maintain in the coming year will allow the Town to consolidate billing, ensure we are not charged for lights on private roads, and modify the billing to exclude monthly re-lamping expenses FPL currently charges us for.

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This will result in a savings to the Town, the amount of which I will report to Council at mid-year

- **Strategic Planning** The Town's Strategic Plan covers the period from 2007 to 2011, and many of its objectives have been achieved. The plan serves to establish a clear identity, goals, and the ability to measure progress toward effective achievement of those goals. Staff meets quarterly to discuss our efforts in implementing the objectives set-up under the current strategic plan; however, this plan needs to be periodically updated to ensure that it reflects the public's priorities. Though we plan to perform a lot of work in-house, funding is allocated for consultant support of the community workshops, and preparation of the final document (\$40,000)
- **Branding and Economic Development** While the Strategic Plan is a blueprint for the Town's continued progress in achieving a collective vision, Branding is how we define and market that vision and value to others in an effort to foster investment within the Town through businesses, residents, and tourists. To refresh the Town's Vision and to develop a branding strategy for the Town, \$40,000 was provided in FY 2010-11 and we anticipate carrying-over any unused funds for that purpose. Upon completion of the branding initiative, we are anticipating that funds will be needed to market the brand as an economic development tool. Toward this effort, \$25,000 is provided to promote the consumption of the remaining vacant inventory of commercial and industrial buildings within the Town and to support our existing businesses through promotional activities (\$25,000)
- **Line Item Budget Limits** Over the last year, more than 800 budgeted line item adjustments have been made; they have appeared before the Town Council as budget agenda items ordinances, resolutions and in contract award memoranda, or both, at each and every Council meeting. The sheer volume of adjustments shows this exercise has become more mechanical in nature and holds less meaning than setting higher level expenditure authority for the year.

I am recommending to the Council that the budget expenditure control be expanded to the departmental level. This modification will allow for the prioritization of resource allocation within approved expenditure authority throughout the fiscal year. This will require an ordinance change removing expenditure authority to individual line items and will permit those responsible for budget implementation to develop alternative savings plans throughout the fiscal year, consistent with my proposed merit evaluation proposal.

The proposed change to the budget approval process will result in efficiencies for administration and the Town Council, by reducing the volume of resolutions reallocating individual line items, the completion of annual financial statements, and in some cases,

resulting in delayed payments to vendors. The recommended modification is consistent with best practices throughout the State and Country, adoption of the modification would signify the Council's trust in me to fulfill my duties as the Town Manager.

Special Revenue Fund

The Special Revenue Fund is comprised of restricted revenue sources, meaning it can only be used for discrete purposes such as Gas Tax funding for transportation, and Transit Surtax and grant funding for Transit.

- **Pothole and Sidewalk Repair Program** I am proposing that we enhance funding by an additional \$130,000 for pothole and sidewalk repairs throughout the Town; this reflects our dedication to quality of life issues and a concerted effort to eliminate trip hazards, unsightly disruptions in the pavement, and sunken sidewalks (\$130,000)
- **Construction of Bus Shelters** The Town is working on the installation of nine new and the relocation of two bus shelters within the Town. The contract is being awarded through Miami-Dade County and the project is expected to be completed in late 2011. The \$271,765 in funding is provided by a Federal Transit Authority Grant (\$271,765)
- **Transit Program** Currently, the Town operates a single bus providing on-demand transportation services to residents through daily reservations. The provision of both on-demand and circulator transportation services and the purchase of additional transit vehicles are going out to bid in order to implement circulator services within the Town. The funding for the vehicle purchases are from a State Grant of \$294,000 and a Federal Earmark for \$570,000; the operation of circulator services are funded by a State Grant for \$238,875 with matching funds provided by transit surtax revenue. During FY 2011-12, the Town will begin the operation of circulator services that will tie resident commuters to regional transportation hubs such as the closest Metrorail Station. To feed this service, the Town is working to identify appropriate park and ride locations where residents can leave their cars and ride to area transit hubs (\$1,341,750)
- **Dividend** Of the \$525,000 in dividend funding, there is approximately \$70,000 of uncollected funds at this time. The end-of-year budget amendment would recommend the transfer of these funds back to the General Fund, however, consistent with the current year's budget message it is recommended that these funds are allocated to grant a bonus to all employees. This performance bonus would average 3%, but the specific amounts will range from 1% to 5% based on an individual's performance throughout the year (\$70,000)

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- **ADA Improvements** Many of our parks and facilities are 20+ years old and are in need of upgrades to comply with ADA accessibility standards. This funding will allow the Town to make some required upgrades and ensure compliance with today's ADA accessibility standards (\$50,000)

Stormwater Fund

The Stormwater Fund is comprised of stormwater utility related revenue and expense, and can only be used for stormwater related purposes.

We have evaluated the recurring expenses for stormwater maintenance; in doing so, we found we could improve service and reduce the cost over time by contracting with Miami Gardens for street sweeping services and by purchasing a vacuum truck for storm drain maintenance.

- **Acquisition of Vacuum Truck** The one-time expense for the vacuum truck is \$260,000; assuming a 15 year life, therefore, amortized annual cost will be \$17,500 plus recurring expenses \$106,000 for a total of \$123,500 for an annual savings of \$76,500

The recurring expenses include fuel (\$7,500), maintenance (\$18,000), dump fees (\$7,000), a driver assistant contracted staff person (\$30,240), and a vacuum truck driver who for insurance purposes will be a Town employee (\$47,600) for salary and fringe

- **Street Sweeping** The street sweeping agreement with Miami Gardens will allow us to significantly increase the number of sweeps from 30 to 52 per year at slightly lower annual cost than the prior contractor
- **Community Rating System** The Community Rating System (CRS) process historically has cost the Town up to \$52,000 in contracted service fees; through an interlocal agreement with Miami Gardens, we are reducing that expense to less than \$10,000 a year and are gaining the expertise of the foremost South Florida expert on the CRS process at a savings of approximately \$40,000 per year.
- **Canal Maintenance Agreement with Miami-Dade County** The Town is negotiating an agreement with Miami-Dade County for the provision of canal maintenance including herbicide, obstruction removal, mechanical harvesting, and culvert cleaning for \$55,000, and canal cleaning for \$35,000 per year. This contract was not in effect previously and will reduce the cost of herbicide treatment and will also provide mechanical harvesting, if needed. The lowest proposal submitted to perform the herbicide service alone was \$95,492 per year, with the savings the Town can engage a vendor to mow the slopes of

the canals and increase the level of service for residents. The contract is scheduled to be presented to the Town Council in the fall of 2011

Capital Projects Fund

Public Works

- **Downtown I and II Roadway and Drainage Improvements:** With a total estimated project cost of \$1,537,000, \$630,000 is for roadways, and \$907,000 is for drainage. This includes the following 4 subprojects:
 - **Miami Lakeway North East of Ludlum** The resurfacing improvements included the portion of Miami Lakeway North between Celebration Point and Miami Lakes Drive and NW 153rd Street from Miami Lakeway North to NW 60th Avenue. The project also included drainage system improvements such as new storm water inlets, a new outfall connection, and an exfiltration trench for water quantity and quality treatment. New pavement markings and signage was included as well. This project has been completed.
 - **Bull Run, Main Street, and Meadow Walk** This project is located west of Ludlum Road, in the west section of the Miami Lakes downtown area. Bull Run provides access to the Town Center area, the Fountain House Development, the Meadow Walk Development, and a 2.2-acre Town Park. The project will consist of resurfacing and drainage system improvements such as new storm water inlets and exfiltration trench for water quantity and quality treatment. New pavement markings and signage will be included as well. This project will address resurfacing projects classified as Fair 5 in the Roadway Assessment Report. This project is currently under design, with completion anticipated for the middle of FY 2011-12
 - **Miami Lakes Drive from Miami Lakeway North to Cowpen** This project will include resurfacing, localized drainage improvements, pavement markings, and signage included in the Storm Water Capital Budget. This project will address resurfacing projects classified as Fair 5 in the Roadway Assessment Report. Currently under design, this project has an expected completion date for the middle of FY 2011-12
 - **Miami Lakeway North West of Ludlum** The resurfacing improvements will include the portion of Miami Lakeway North between Miami Lakes Drive and Ludlum Road west of Ludlum. This project will include resurfacing, localized drainage improvements, pavement markings, and signage included in the Storm Water Capital Budget. This project will

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complete resurfacing projects classified as Fair 5 in the Roadway Assessment Report. The project is currently under design, with an expected completion date in the middle of FY 2011-12

- **Lake Patricia** Of the total estimated project cost, \$82,000 is for roads and \$470,000 is for drainage. This project will allow the Town to resurface roadways in the Lake Patricia neighborhood. The project is generally located east of Ludlum Road and south of Miami Lakeway South, in the southeast residential section of Town. This project represents the roadways classified as Fair 6 in the Town's Roadway Assessment Report that only require minor drainage improvements included in the Storm Water Capital Improvement budget. The project is currently under design with anticipated completion in early 2012 (\$552,000)
- **Lake Martha** the paving components for Lake Martha are \$92,000. Drainage improvements may be needed and will be budgeted based on the results of the Stormwater Master Plan Update (\$92,000)
- **Lake Sarah** the paving components for Lake Sarah are \$112,000. Drainage improvements may be needed and will be budgeted based on the results of the Stormwater Master Plan Update (\$112,000)
- **Traffic Calming** Traffic calming installations include implementation of new speed tables in ten locations throughout Town at a cost of approximately \$6,000 each. Four of the locations are identified as follows: 139 Street between 87th Avenue and 89th Avenue, 162nd Street between 84th Place and 86th Court, 82nd Avenue between 154th street and 170th Street, and 168th Street between 87th Court and 89th Place. Six additional locations are to be determined. The proposed funding is indicative of our desire to conduct traffic studies and address traffic calming issues aggressively (\$65,000)
- **Construction of 154th Street between 84th and 89th Avenue** Miami-Dade County is proceeding with the design and construction 87th Avenue, and the Town may wish to construct NW 154th Street Right-of-Way prior to the Developer completing the road. If we were to do that, the Town will be reimbursed for all related costs by the property owner.

An inter-local agreement has been drafted by the County and will be presented to the Town Council for approval in September; the interlocal is for the design and construction from 84th Avenue through 200' west of 87th avenue for \$1,750,000.

Town Council direction is sought as to whether we go forward with this initial phase of the project and how the expense should be funded. I recommend that we develop this segment concurrent with the County's 87th Avenue project and that we access the Sunshine State Loan program to borrow the initial project funding; alternatively, we can

upfront the funds from the Capital Transportation Fund balance, currently at \$2,100,000 (\$1,750,000)

- **Stormwater Master Plan Completion** On December 14, 2010, the Town Council approved a contract to complete an update of the Town's Stormwater Master Plan, due to the lack of rain required for analysis of the stormwater system, the final plan is still a work in progress. We anticipate submission of revised plan by the Town Engineer, by the end of August, prior to the second budget hearing. At that time we will have additional Stormwater related Capital projects to incorporate into the multi-year section of the Proposed Budget, these will be based on the needs assessment and priorities set by the plan update

Community and Leisure Services

- **NW 170 ST Greenway Development** Town staff is in the process of finalizing preliminary design of a greenway which will include a multi-use trail, observation and picnic areas using the public right-of-way (ROW) on the south side of NW 170th Street between NW 89th Avenue and NW 77th Court. The development of this section of ROW would provide much needed aesthetic improvements to the property while also providing for safe bicycle and pedestrian access.

The Greenway will be completed in phases as funding is made available. The first phase will consist of the development of a multi-use trail for pedestrian and bicycle access, signage, rest areas, water fountain and amenities such as benches and waste containers, and the installation of a boardwalk-style perimeter fence from NW 89 Avenue east to NW 82 Avenue. Presently, the Town is slated to begin Phase I construction this fall, with a completion date of spring 2012. The Town was awarded a \$100,000 Land and Water Conservation Fund grant to assist in the development of this area (\$176,000)

- **Miami Lakes Parks Water and Sewer Connection** Presently, the water/wastewater systems at the Miami Lakes Optimist Park on septic tanks. As part of the permitting requirements for the 2008 marina/canal restroom development project, the County's Department of Environmental Resource Management (DERM) required the Town to connect its facilities to the County's sewer system as septic tank systems are not permitted for facilities on non-residential lands. Because the required water/sewer connection was cost prohibitive at the time and the Town was planning future facility upgrades at the park, the Town requested a five-year extension to the permit requirements. The request was approved with a construction deadline date of April 2013.

With the construction deadline of April 2013, the time extension requires the Town to have contracts and permits in place for the construction of the water/sewer connection at

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the park on or before April 10, 2012; furthermore, this project is required prior to implementing any future improvements at this park. I am recommending that we allocate \$600,000 from the Town's fund balance for this project. (\$600,000)

- **Miami Lakes Park Improvements – Basketball and Tennis Courts** The Town is planning to construct new basketball courts and refurbish and add lighting to the existing tennis courts. This project is slated to begin in the winter of 2011 and be completed in the Spring of 2012 (\$192,083)
- **Tot-Lot Equipment Replacement Program** In an ongoing effort to renovate elements of the Town's Park infrastructure, twelve pocket parks will be renovated this year and receive new play equipment, the installation of new safety surfacing, and improved connections to the existing sidewalk with new sidewalks. The completion of this tot lot replacement phase will complete our tot lot renovation program which began in 2005. Construction is set to begin the fall of 2011 with a completion date of the summer of 2012. The Town will utilize funds acquired from the County's Safe Neighborhood Parks Grant program (\$146,100) with a Town match of \$146,100 to complete the project (\$292,000)
- **Sevilla Estates Park** Located at 8901 NW 169 Terrace. Project elements include a playground, swing set, sports court, fishing area, sidewalks, fencing, landscaping, and irrigation. This project was submitted as part of the County's Safe Neighborhood Parks Grant Program. Now that the grant is awarded, the County will contribute \$100,000 and the Town will match \$100,000 for a total project amount of \$200,000. Presently, the Town is slated to begin construction this Fall with a completion date of Summer 2012 (\$200,000)
- **Swimming Pool** One of the Town's Strategic Plan initiatives is the construction of a community swimming pool. A white paper to be presented at the September Council meeting will outline the operational requirements, costs, potential locations, and overall feasibility of a pool. If the Council would like to move forward with the construction of the pool, funding will have to be placed in the Town's capital budget for its construction. Potential funding options include accessing a Sunshine State Loan or providing an allocation from fund balance; however, no funding is included in the Proposed Budget

Electrical Utility Tax Revenue Fund

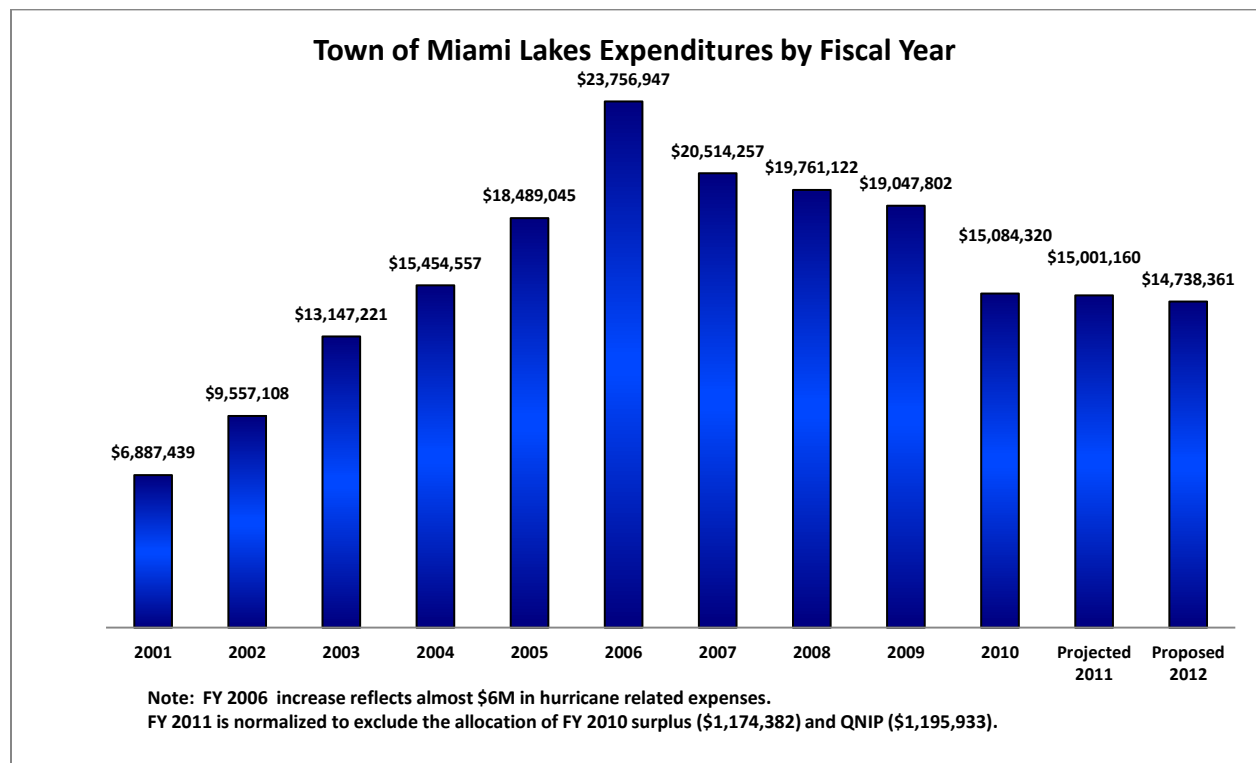
The bond covenants require that the electrical utility tax revenue is first utilized to make debt service payments; therefore, the Electric Utility Tax Revenue Fund was created to ensure the appropriate capture of the revenue. All unused funds are then transferred back to the General Fund for any purpose.

Government Center Construction Fund

The bond covenants require that all bond-related expenditures are captured and tracked in a separate fund, therefore the Government Center Construction Fund was created to ensure the appropriate capture of all bond-related expenditures in compliance with IRS regulations.

Expenditures and Positions Through Time

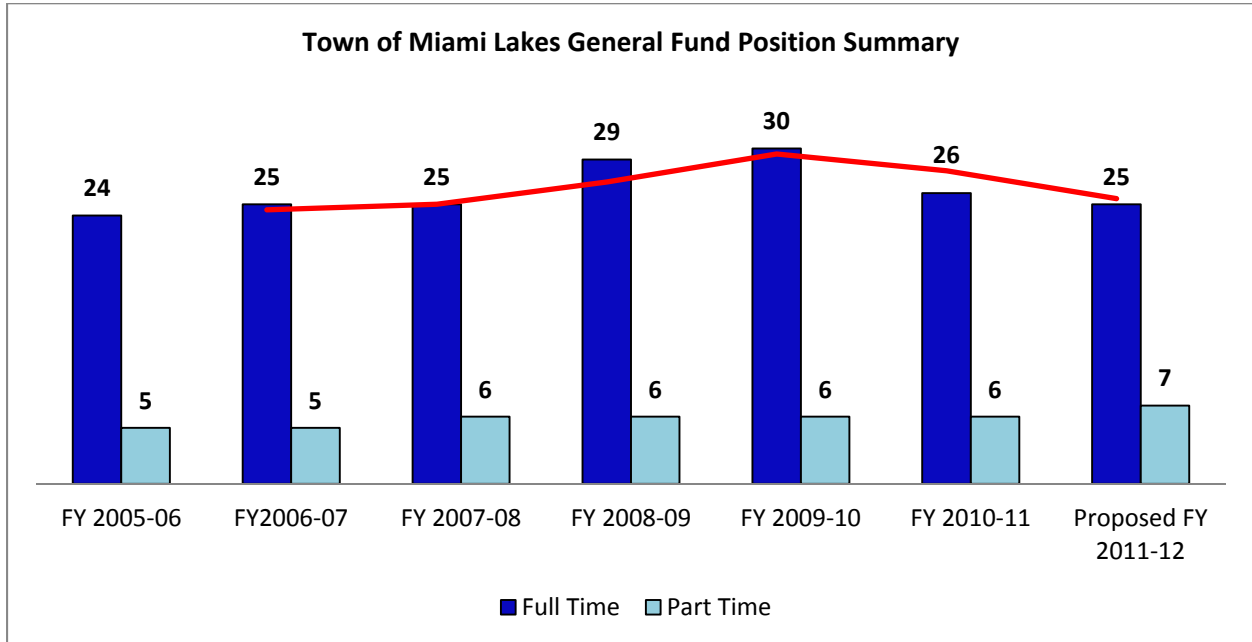
As indicated below, the proposed expenditure level for FY 2011-12 at \$14,738,361, is less than that of FY 2003-04 at \$15,454,557.



Likewise, the proposed budget holds the line with the number of full and part-time General Fund positions by including twenty-five full-time and seven part-time positions as depicted below.

Budget Message
Proposed Millage and Budget for Fiscal Year 2011-12
September 13, 2011
Page 18 of 18

This is a reduction of six full-time positions over the peak position count in FY 2009-10 of 30 full-time Town employees.



In keeping with the business model of the Town, we continue to maintain a small contingency of 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.

Fund Balance

As proposed, the FY 2011-12 Budgets has a beginning fund balance of \$7,076,836. Fifteen percent of the General Fund Budget, \$2,154,699 is required to remain in reserve; and an additional \$500,000 is in reserve for possible hurricane related disallowance throughout the coming fiscal year. The Proposed Budget includes a recommended allocation of \$600,000 of fund balance in order to complete the required water and sewer upgrades at Miami Lakes Park, leaving a balance of \$3,819,887 available for other uses such as the construction of a community swimming pool.



INTRODUCTION

GUIDE FOR READERS

The Fiscal Year 2011-12 Annual Operating and Capital Budget for the Town of Miami Lakes, Florida are intended to serve three purposes:

***THE BUDGET AS A
POLICY GUIDE***

As a policy document, the budget serves to inform the reader about the organization-wide financial and programmatic policies and goals that address long-term concerns and issues, as well as short-term financial and operational policies that guide the development of the budget for the upcoming year. This budget document details the services the Town will provide during the twelve-month period from October 1, 2011 through September 30, 2012.

***THE BUDGET AS A
FINANCIAL PLAN***

As a financial plan, the budget details the costs associated with providing municipal services and shows how the services will be funded. The General Fund section includes a summary and detailed description of all revenues and expenditures. The budget document explains the underlying assumption for the revenue estimates and discusses significant revenue trends. The Special Revenue and Stormwater Utility Fund section underlines the revenue and expenses for transportation, transit, police impact fees, and stormwater. The Capital Projects Fund section details a five year plan for all capital projects within the Town.

***THE BUDGET AS A
COMMUNICATION
DEVICE***

As a communication device, the budget provides summary information to aid the reader in interpreting the document. Text is included for better understanding of the revenue sources and the explanation of changes in the Proposed Operating and Capital Budget FY 2011-12.

The Budget Message is designed to provide the reader a clear and concise picture of the improvements and reductions that the Town will undertake in the next fiscal year and the cost associated with each.

TOWN OF MIAMI LAKES

MAYOR AND TOWN COUNCIL

MICHAEL PIZZI, MAYOR
NICK PERDOMO, VICE MAYOR
MARY COLLINS, COUNCILMEMBER
TIM DAUBERT, COUNCILMEMBER
NELSON HERNANDEZ, COUNCILMEMBER
CEASAR MESTRE, COUNCILMEMBER
RICHARD PULIDO, COUNCILMEMBER

APPOINTED OFFICIALS

ALEX REY
TOWN MANAGER

MARJORIE TEJEDA
TOWN CLERK

JOSEPH S. GELLER
GREENSPOON MARDER
INTERIM TOWN ATTORNEY

SENIOR PERSONNEL

AMBER RIVIERE
BUDGET AND ADMINISTRATION DIRECTOR

DAVID OFSTEIN
PLANNING, ZONING AND CODE COMPLIANCE DIRECTOR

DIANE CAMACHO
FINANCE DIRECTOR

ELIEZER PALACIO
BUILDING OFFICIAL/DIRECTOR

HIRAM SIABA
PUBLIC WORKS DIRECTOR

JAREN GONZALEZ-BARRETO
SPECIAL PROJECTS COORDINATOR

RICHARD AMION
TOWN POLICE COMMANDER
MIAMI-DADE POLICE DEPARTMENT

TONY LOPEZ
COMMUNITY AND LEISURE SERVICES DIRECTOR

Mayor - Council - Manager Form of Government

INTRODUCTION

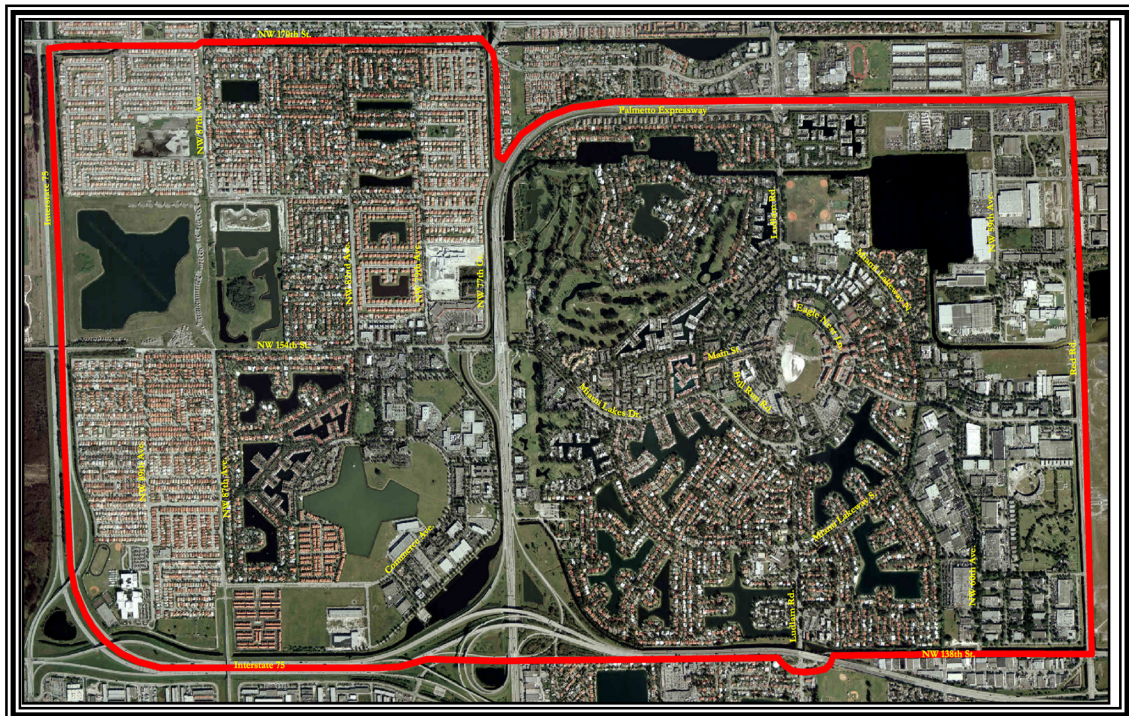
Miami Lakes incorporated on December 5, 2000 and is one of thirty-five municipalities in Miami-Dade County, Florida. Conveniently located just 16 miles north of Downtown Miami and 10 miles from Miami International Airport, our Town is home to approximately 29,000 residents. Encompassing about 6.8 square miles, our boundaries are NW 170th Street and the Palmetto Expressway (SR 826) to the north, NW 138th Street to the south, NW 57th Avenue (Red Road) to the east, and Interstate 75 to the west. The Town is governed by a seven-member Council and operates under the Mayor-Council-Manager form of government.

Miami Lakes is known as one of the most beautiful residential areas in South Florida for its tree lined streets, large estate lots, and extremely low crime rate.

We provide our residents with friendly and helpful service through our departments, including the Office of the Town Manager, Office of the Town Clerk, Budget and Administration, Finance, Building, Planning, Zoning and Code Compliance, Community and Leisure Services, Public Works and Police Departments.

The Town of Miami Lakes is described by residents as a peaceful and tranquil town. Our many assets provide for a superior quality of life in a unique hometown atmosphere while enjoying the amenities of urban Miami.

TOWN OF MIAMI LAKES BOUNDARIES

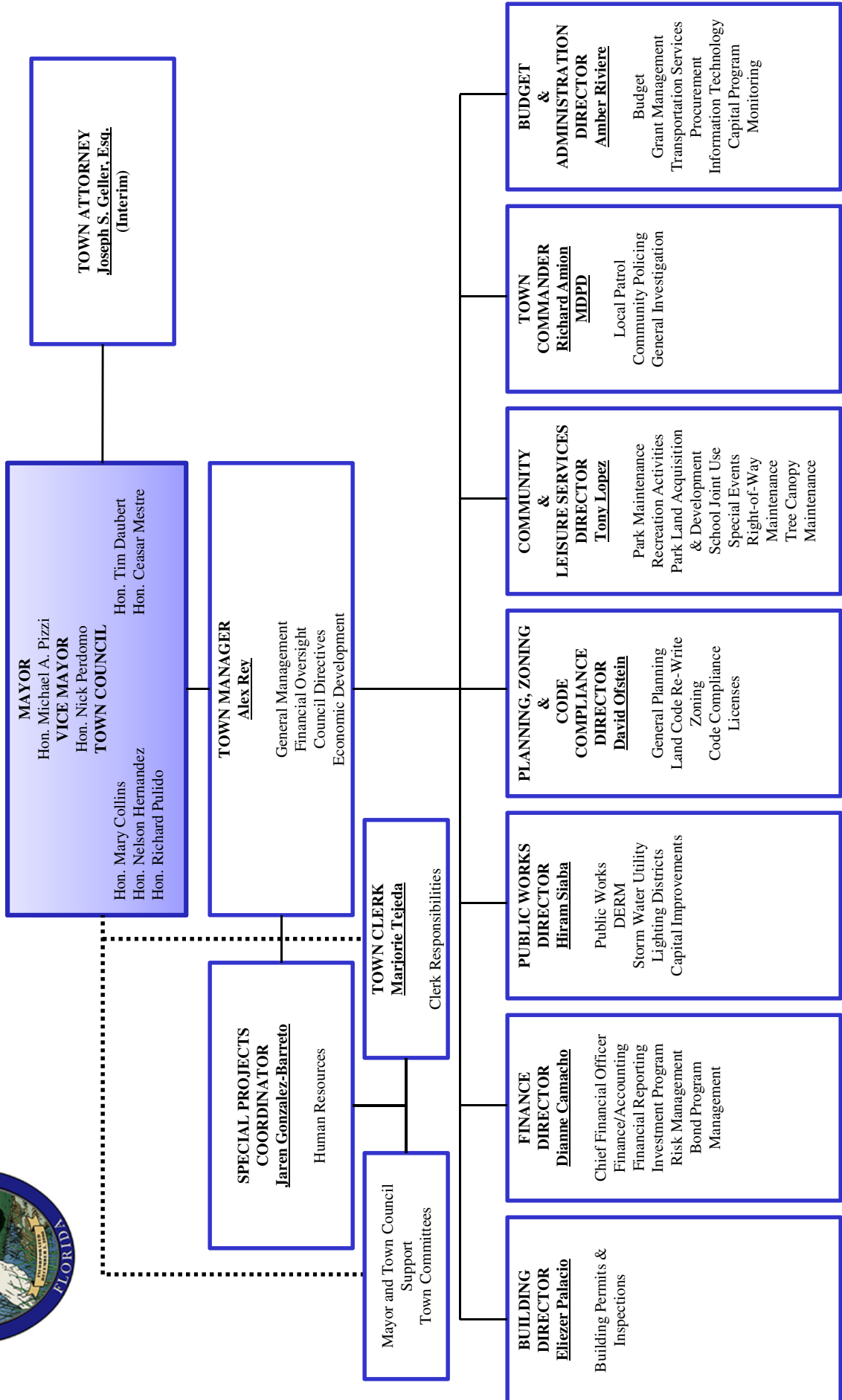
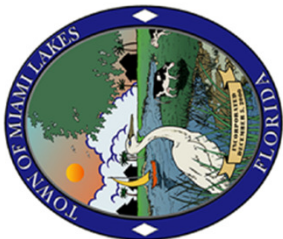




**FUNCTIONAL ORGANIZATIONAL
AND
STAFFING POSITIONS BY DEPARTMENT
CHARTS**

Town of Miami Lakes

FUNCTIONAL ORGANIZATIONAL CHART FY 2011-12



TOWN OF MIAMI LAKES

Staffing Positions by Department

	FY 2005-06	FY2006-07	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	Proposed FY 2011-12
OFFICE OF THE TOWN CLERK/MAYOR AND COUNCIL SUPPORT							
<i>Full Time</i>							
Town Clerk	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Deputy Town Clerk	0.0	0.0	1.0	1.0	1.0	1.0	0.0
Administrative Assistant to the Mayor and Council Committee and Event Coordinator (*)	2.0	2.0	1.0	1.0	2.0	2.0	2.0
Committee and Event Coordinator (*)	1.0	1.0	1.0	1.0	1.0	1.0	1.0
*Transition from Community and Leisure Services Department							
<i>FT Sub-Total</i>	4.0	4.0	4.0	4.0	5.0	5.0	4.0
TOWN ADMINISTRATION							
<i>Full Time</i>							
Town Manager	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Assistant Town Manager	1.0	1.0	1.0	1.0	1.0	0.0	0.0
Finance Director	1.0	1.0	1.0	1.0	1.0	1.0	0.0
Controller	0.0	0.0	0.0	1.0	0.0	0.0	0.0
Budget and Administration Director	0.0	0.0	0.0	0.0	0.0	0.0	1.0
Senior Accountant	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Receptionist	1.0	1.0	1.0	1.0	1.0	1.0	1.0
License Clerk (*)	1.0	1.0	0.0	0.0	0.0	0.0	0.0
Procurement Officer	1.0	1.0	1.0	1.0	0.0	1.0	1.0
Administrative Assistant to the Town Manager	1.0	1.0	1.0	1.0	1.0	1.0	1.0
IT Analyst	1.0	1.0	1.0	1.0	1.0	0.0	1.0
Grantswriter	0.0	0.0	0.0	0.0	1.0	1.0	1.0
Communications Director	0.0	0.0	0.0	0.0	1.0	0.0	0.0
*Transition to Building Department							
<i>FT Sub-Total</i>	9.0	9.0	8.0	9.0	9.0	7.0	8.0
<i>Part Time</i>							
HR Specialist	0.0	0.0	1.0	1.0	1.0	1.0	1.0
Senior Accountant	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Finance Director	0.0	0.0	0.0	0.0	0.0	0.0	1.0
<i>PT Sub-Total</i>	1.0	1.0	2.0	2.0	2.0	2.0	3.0
BUILDING DEPARTMENT							
<i>Full Time</i>							
Building Official	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Building Administrator	1.0	1.0	1.0	0.0	0.0	0.0	0.0
Chief Building Inspector	0.0	0.0	0.0	1.0	1.0	1.0	1.0
Permit Clerk Supervisor (*)	0.0	0.0	0.0	1.0	1.0	1.0	1.0
Permit Clerk	1.0	1.0	2.0	2.0	2.0	1.0	1.0
Receptionist - Building	1.0	1.0	1.0	1.0	1.0	0.0	0.0
<i>FT Sub-Total</i>	4.0	4.0	5.0	6.0	6.0	4.0	4.0
* Transition from Contracted to In-House							

TOWN OF MIAMI LAKES

Staffing Positions by Department

	FY 2005-06	FY2006-07	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	Proposed FY 2011-12
PLANNING, ZONING AND CODE COMPLIANCE DEPARTMENT							
<i>Full Time</i>							
Planning, Zoning and Code Compliance Director	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Senior Planner	0.0	1.0	1.0	1.0	1.0	1.0	1.0
Code Compliance Manager	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Special Projects Assistant	0.0	0.0	0.0	0.0	1.0	1.0	0.0
FT Sub-Total	2.0	3.0	3.0	3.0	4.0	4.0	3.0
<i>Part Time</i>							
Zoning Official	1.0	1.0	1.0	1.0	1.0	1.0	1.0
PT Sub-Total	1.0	1.0	1.0	1.0	1.0	1.0	1.0
COMMUNITY AND LEISURE SERVICES DEPARTMENT							
<i>Full Time</i>							
Community and Leisure Services Director	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Leisure Services Manager	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Community Services Manager	0.0	0.0	0.0	1.0	1.0	1.0	1.0
Community and Leisure Services Maintenance Coordinator	1.0	1.0	1.0	1.0	1.0	1.0	1.0
FT Sub-Total	3.0	3.0	3.0	4.0	4.0	4.0	4.0
<i>Part Time</i>							
Recreation Aide	3.0	3.0	3.0	3.0	3.0	3.0	3.0
PT Sub-Total	3.0	3.0	3.0	3.0	3.0	3.0	3.0
PUBLIC WORKS DEPARTMENT							
<i>Full Time</i>							
Public Works Director	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Landscape Supervisor (f/k/a Quality Assurance Inspector)	1.0	1.0	1.0	1.0	1.0	1.0	1.0
FT Sub-Total	2.0	2.0	2.0	2.0	2.0	2.0	2.0
ZONING AND ENFORCEMENT DEPARTMENT							
<i>Full Time</i>							
Zoning and Enforcement Director/Assistant Town Manager	0.0	0.0	0.0	1.0	0.0	0.0	0.0
FT Sub-Total	0.0	0.0	0.0	1.0	0.0	0.0	0.0
GENERAL FUND SUMMARY							
Full Time	24.0	25.0	25.0	29.0	30.0	26.0	25.0
Part Time	5.0	5.0	6.0	6.0	6.0	6.0	7.0
SPECIAL PROJECT FUND/STORMWATER UTILITY							
<i>Full Time</i>							
Utilities Coordinator	0.0	0.0	0.0	1.0	1.0	1.0	1.0
Vacuum Truck Operator	0.0	0.0	0.0	0.0	0.0	0.0	1.0



GENERAL FUND

Town of Miami Lakes

General Fund Summary

	Actual Ending Balance FY 08-09	Actual Ending Balance FY 09-10	Amended Budget FY 10-11	Projected FY 10-11	Proposed Budget FY 11-12	Proposed Change FY 11-12
Revenues						
Ad Valorem Taxes	\$7,433,753	\$6,572,133	\$5,757,155	\$5,757,155	\$5,531,555	(\$225,600)
Franchise Fees	\$1,967,915	\$2,008,171	\$2,000,000	\$1,350,000	\$1,600,000	(\$400,000)
Utility Taxes	\$2,560,677	\$2,730,389	\$2,530,000	\$2,631,650	\$2,462,292	(\$67,708)
Intergovernmental Revenue	\$3,936,546	\$3,642,211	\$3,662,375	\$3,682,179	\$3,884,185	\$221,810
Licenses & Permits	\$797,722	\$1,078,644	\$910,270	\$915,133	\$939,300	\$29,030
Fines and Forfeitures	\$305,396	\$258,427	\$282,000	\$273,493	\$262,932	(\$19,068)
Miscellaneous Revenues	\$228,250	\$92,348	\$70,700	\$45,788	\$58,097	(\$12,603)
Hurricane Reimbursement	\$1,258,235	\$204,522	\$0	\$8,299	\$0	\$0
Prior-Year Carry-Over Funds	\$0	\$0	\$1,552,185	\$1,527,803	\$0	(\$1,552,185)
Total Revenues	\$18,488,494	\$16,586,845	\$16,764,685	\$16,191,500	\$14,738,361	(\$2,026,324)
Expenses						
Town Council	\$218,441	\$191,878	\$357,434	\$345,858	\$401,647	\$44,213
Administration & Finance	\$1,814,072	\$1,734,327	\$1,958,496	\$1,899,328	\$1,837,072	(\$121,424)
Town Clerk	\$332,767	\$275,621	\$266,480	\$236,573	\$130,149	(\$136,331)
Town Attorney	\$669,680	\$460,775	\$422,500	\$407,157	\$360,000	(\$62,500)
Police	\$6,661,648	\$6,692,823	\$6,646,862	\$6,648,667	\$6,819,839	\$172,977
Community & Leisure Services	\$2,375,110	\$2,304,678	\$2,517,768	\$2,466,598	\$2,233,857	(\$283,911)
Public Works	\$1,674,337	\$909,469	\$1,103,961	\$1,111,537	\$1,132,465	\$28,504
Building	\$948,267	\$907,110	\$811,841	\$765,671	\$768,112	(\$43,729)
Zoning, Enforcement, Planning and Development	\$855,127	\$729,202	\$796,604	\$739,011	\$696,518	(\$100,086)
Total Expenses	\$15,549,450	\$14,205,884	\$14,881,946	\$14,620,400	\$14,379,659	(\$502,287)
Excess (Deficiency) of Revenues over Expenditures	\$2,939,044	\$2,380,961	\$1,882,739	\$1,571,100	\$358,702	\$1,524,037
Transfers In- from Fund Balance			\$ 1,195,933	\$ 1,195,933	\$ -	
Transfers Out and Non-Governmental						
Special Projects Fund	\$0	\$0	\$525,000	\$525,000	\$0	
Capital Projects Fund	\$0	\$853,158	\$957,710	\$1,030,142	\$204,702	
Payment for QNIP	\$0		\$1,195,933	\$1,195,933	\$154,000	
Approved Reserve			\$400,029	\$0	\$0	
Total Other Financing Sources (Uses)	\$0	\$853,158	\$3,078,672	\$2,751,075	\$358,702	\$0
Excess (Deficiency) of Revenues over Expenditures	\$2,939,044	\$1,527,803	\$0	\$15,958	(\$0)	
Fund Balance Reconciliation						
Beginning Fund Balance		\$8,256,811	\$9,784,614	\$9,784,614	\$7,076,836	
Transfer to General Fund		\$0	-\$2,748,118	-\$2,723,736	\$0	
Transfer to Capital					\$600,000	Miami Lakes Park
Fund Balance Ending		\$9,784,614	\$7,036,496	\$7,076,836	\$6,476,835	
Fund Balance Allocation						
15% General Fund Reserve		\$2,130,883	\$2,232,292	\$2,193,060	\$2,156,949	
QNIP Payment Reserve		\$1,195,933	\$0	\$0	\$0	
Hurricane Audit Reserve		\$500,000	\$500,000	\$500,000	\$500,000	
Un-programmed Reserve		\$5,957,798	\$4,304,204	\$4,383,776	\$3,819,887	

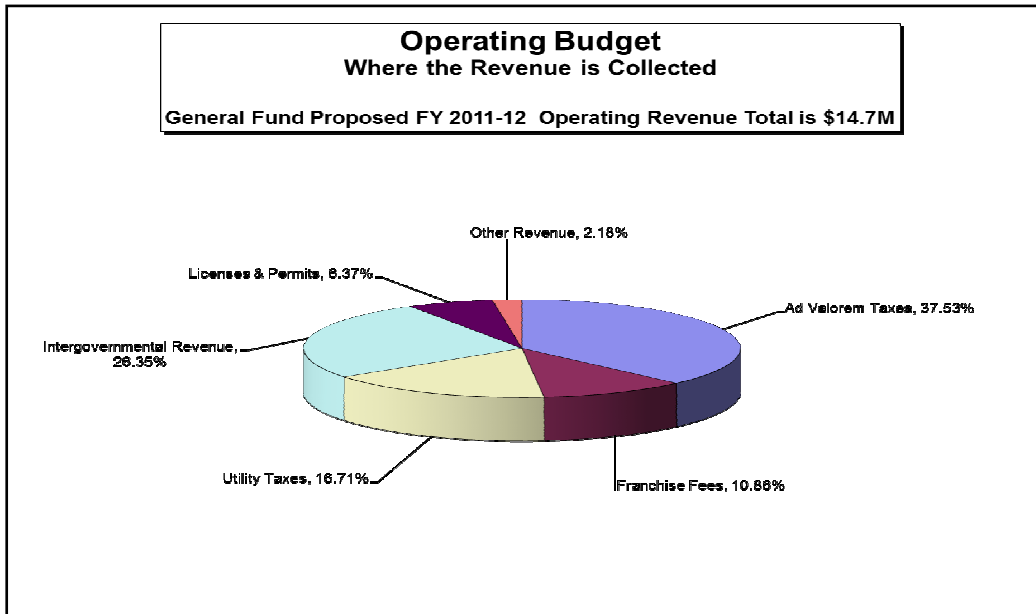


GENERAL FUND REVENUE DETAIL

REVENUE DETAIL

General

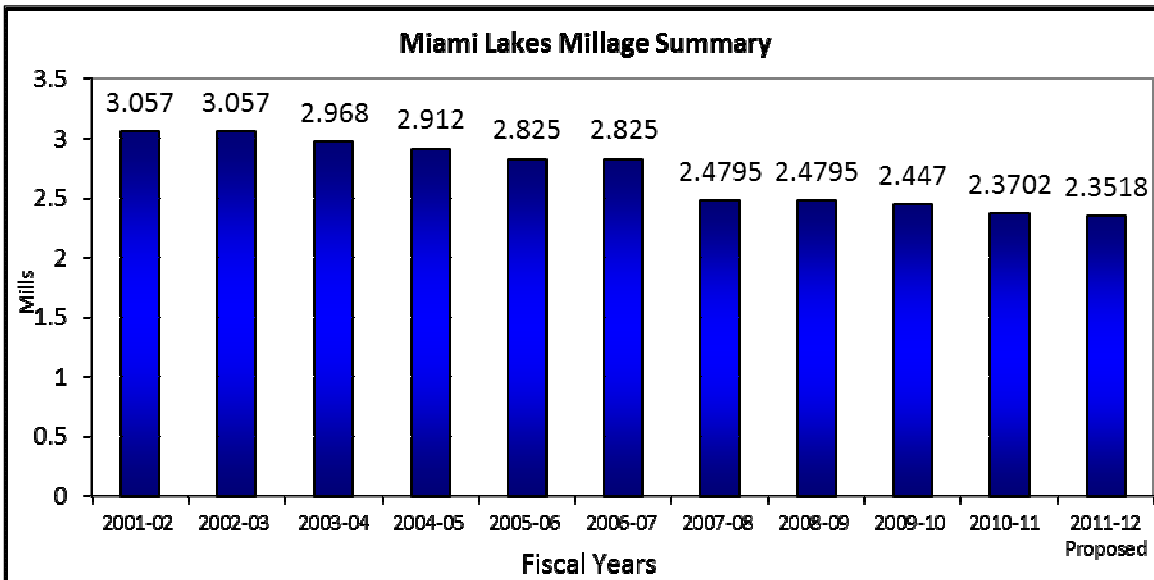
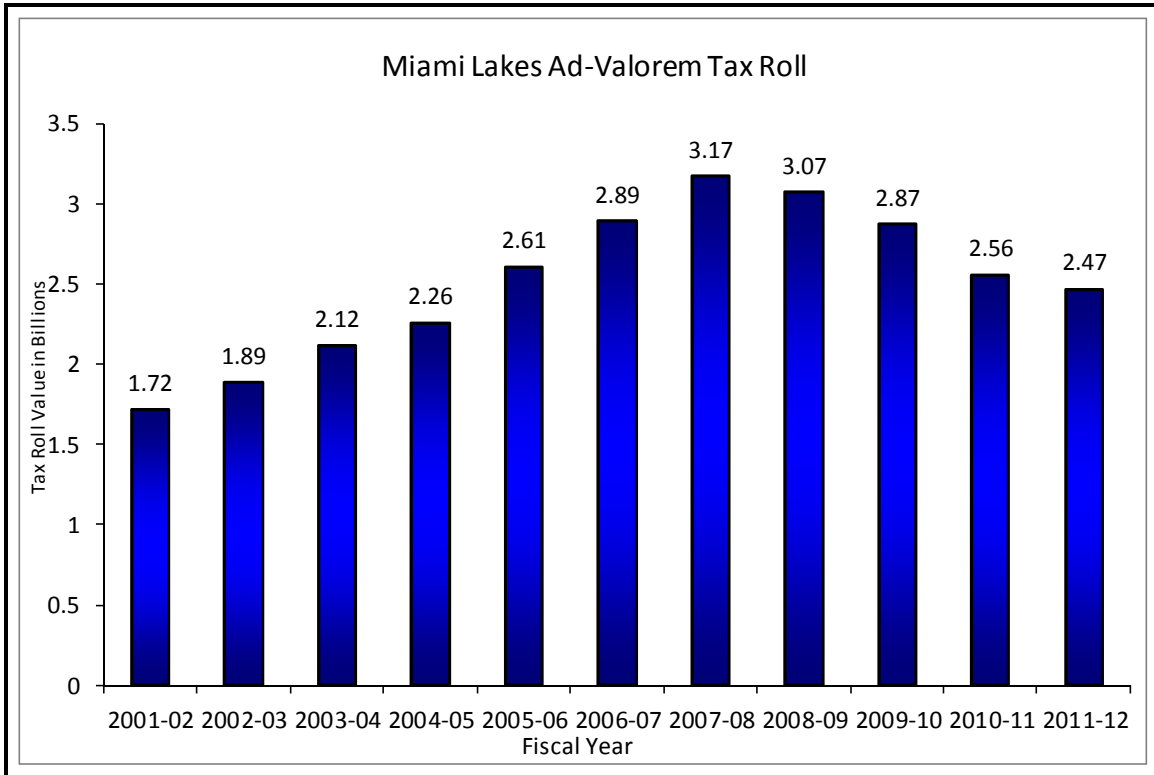
The total revenues estimated for Fiscal Year 2011-12 are approximately \$14,738,361 million. As depicted in the graph below, the largest revenue source for the Town comes from Ad Valorem Taxes.



FY 2011-12 General Fund Revenue		
Revenue Source	Proposed Budget FY 2011-12	Percentage of Proposed Budget
Ad Valorem Taxes	\$5,531,555	37.53%
Franchise Fees	\$1,600,000	10.86%
Utility Taxes	\$2,462,292	16.71%
Intergovernmental Revenue	\$3,884,185	26.35%
Licenses & Permits	\$939,300	6.37%
Other Revenue	\$321,029	2.18%
TOTAL	\$14,738,361	100.00%

Ad-Valorem Taxes

Chapter 166, Florida Statutes authorizes Ad-Valorem or Property Taxes. The Florida Constitution limits local governments to a maximum of 10 mills. The July 1, 2011 estimated Certified Taxable Value for the Town is approximately \$2,475,843,932 which represents a decrease of \$80,964,452 from the previous year's estimate.



The Town has been reducing its millage rate over the last ten years; the overall millage reduction is approximately 23% for that period. For the fourth year in a roll, there is a negative growth in the tax roll.

The Proposed Millage Rate for FY 2011-12 is 2.3518 mills, which is lower than the previous years. This represents approximately \$225,585 less than the revenue budgeted last year.

The proposed millage will generate \$5,531,555 of Ad-Valorem revenue budgeted at a 95% collection rate.

Franchise Fee - Electricity

The Franchise Fee revenue for Electricity is generated from electricity sales within the Town of Miami Lakes. Through an inter-local agreement with Miami-Dade County, the Town will receive 100% of the revenues generated within the Town by Florida Power and Light Franchise Fees totaling approximately \$1,600,000 per year based on this year's revenues. The payment is received once a year in July/August. This revenue represents a decrease of approximately \$400,000 over the current year budget

Franchise Fee – Solid Waste

The Town Council suspended the collection of franchise fees based on 15% of the total gross receipts. The Town has currently opted to waive the collection of Solid Waste Franchise Fees. It is estimated that the Town could generate \$150,000 to \$200,000 in Solid Waste Franchise Fees.

Utility Tax – Electricity, Water and Gas

Section 166.231(A), Florida Statutes authorizes the Town to collect Utility Taxes. The total Utility Tax revenue is estimated to be \$2,462,292, which reflects a total net decrease of \$67,708 from the FY 2010-11 Budget. The electric utility tax is derived from a 10% tax levied on each customer's electric bill generating estimated revenues of \$2,136,704 a decrease of \$83,296 from FY 2010-11. The Water Utility Tax is derived from a 10% tax levied upon each customer's water bill generating estimated revenue of \$278,371. The Gas Utility Tax is derived from a 10% tax levied on each customer's gas bill generating an estimated \$47,216 in utility tax revenue with a decrease of \$2,784 from the FY 2010-11 Budget.

Simplified Communication Tax

This Simplified Communication Tax combines State and local communications services taxes consolidating the Franchise Fees for Telecommunications, Franchise Fees for Cable Television and the Utility Tax for Telecommunication. The Tax is applied to all communications services bills issued to customers on and after October 1, 2001. The Town is anticipating receiving \$1,406,417 in revenues with a decrease of \$121,583 from the FY 2010-11 Budget. This is based on current year actual revenues estimated by the Florida Department of Revenue.

State Sharing Revenue

The State Sharing Revenue 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 \$675,036 for FY 2011-12 based on the Florida Department of Revenue estimate, which represents an increase of \$71,786 from the current year 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 SS 561.14(6), 563.02, 564.02, 565.02(1), (4), and (5), and 565.03, F.S., are subject to having a portion redistributed to eligible municipalities. The Town anticipates receiving approximately \$14,000 per year for FY 2011-12.

Half-Cent Sales Tax

This Half-Cent Sales Tax is 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. The Town anticipates receiving approximately \$1,755,554 in revenues from this source for FY 2011-12 based on 95% of the Florida Department of Revenue estimate, which represents an increase of \$280,554 from the current year budget.

Business Tax Receipt

A Business Tax Receipt (formerly known as an Occupational License), is required for any business performing services or selling goods, advertising goods for sale, or advertising the performance of services for a fee. It is expected that Business Tax Receipts will generate \$130,000 based on the invoice amount for the current Fiscal Year. This amount includes a share of the County's Business Tax Receipts.

Building and Zoning Permits

The Building and Zoning Permit revenues have been combined for tracking purposes. Permit fees are adjusted annually based on changes in the Consumer Price Index (CPI). The objective of this revenue source is to off-set the cost of providing the related services. The estimated revenue for FY 2011-12 is approximately \$702,500.

Building – Technology Fee

The Town adopted the Technology Surcharge as part of its Fee Schedule in order to cover the cost of Information Technology improvements. It is expected that this fee will generate approximately \$50,000 in FY 2011-12 based on the current year's projection.

Development Approval Fees

plats, rezoning and any other development approvals.

The Town is estimating revenues of \$41,800 in FY 2011-12 for applications for zoning hearing variances, administrative site plan reviews,

Public Works Permit Reviews

The Town is estimating revenues of \$3,000 in FY 2011-12 for Public Works Permits based on the current year's experience.

Alarm Registration Fees

fee. The registration period is July 1st through June 30th of each calendar year. The Town anticipates receiving \$12,000 based on current alarm registration levels.

Per Ordinance 02-16, the Town of Miami Lakes requires registration of burglar alarm systems and payment of an annual registration

Code Violation Fines

anticipates receiving \$100,000 for FY 2011-12.

The Code Violation Fines are for violations of the zoning code. The Town began assessing fines in FY 2003-04 and processes cases through the Special Master. The Town

***Police - Traffic Fines /
Forfeitures***

(L.E.T.T.F.). The Town anticipates receiving \$128, 500 in revenues in FY 2011-12.

The Traffic Fines/Forfeitures revenue is a statutory share of traffic and parking collections. The Town receives a share for Traffic fines, Parking fines, Misdemeanor fines and Law Enforcement Training Fund

School Crossing Guards

on historical data.

The Town is entitled to receive a special parking ticket surcharge earmarked to support the cost of the school crossing guard program. The Town anticipates receiving \$34,432 based

Lien Inquiry Letters

The Town anticipates receiving \$8,000 for FY 2011-12 based on historical data.

Miscellaneous Revenues

The Town anticipates receiving \$1,000 in miscellaneous revenue for FY 2011-12.

Donations

This source will not be budgeted; the Town will recognize the revenue as it occurs.

TOWN OF MIAMI LAKES
GENERAL FUND
Proposed Budget
FY 2011-12

	Actual Ending Balance FY 2008-09	Actual Ending Balance FY 2009-10	Projected to End of Year FY 2010-11	Amended Budget July 2011 FY 2010-11	Proposed Budget FY 2011-12	Deviation Proposed 2012 to Amended 2011 Budget	Comments
Revenue							
3110000 - AD-VALOREM TAXES							
3110010 - AD-VALOREM TAXES - CURRENT	7,929,887	6,414,048	5,862,223	5,757,155	5,531,555	(225,600)	Assumption for FY 12 Millage: 2.3518 @ 95% at a tax roll of \$2,475,843,952- Assumption for FY 11 based on actuals thru July and historical collections for Aug & Sep. Tax revenue for FY 11 based on actuals thru July not budgeted as they compensate tax assessment appeals
3110020 - AD-VALOREM TAXES - DELINQUENT	109,866	158,085	94,922	0	0	0	
Total 3110000 - AD-VALOREM TAXES - TOTALS	7,433,753	6,572,133	5,757,155	5,757,155	5,531,555	(225,600)	
3130000 - FRANCHISE FEES							
3130010 - FRANCHISE FEES - ELECTRICITY	1,967,915	2,008,171	1,350,000	2,000,000	1,600,000	(400,000)	Payment from County. Reduced due to FPL overbilling in prior years. Payment received once a year in July/August.
3130070 - FRANCHISE FEES - SOLID WASTE	0	0	0	0	0	0	No franchise fees budgeted
Total 3130000 - FRANCHISE FEES - TOTAL	1,967,915	2,008,171	1,350,000	2,000,000	1,600,000	(400,000)	
3140000 - UTILITY SERVICES TAX							
3140010 - UTILITY SERVICES TAX - ELECTRICITY	2,255,833	2,403,604	2,299,400	2,220,000	2,136,704	(83,296)	Adjusted for Debt service payment; based on trends
3140030 - UTILITY SERVICES TAX - WATER	259,397	276,583	290,250	260,000	278,371	18,371	Based on trends, and slight increase next year
3140040 - UTILITY SERVICES TAX - GAS	45,446	50,222	42,000	50,000	47,216	(2,784)	Based on trends
Total 3140000 - UTILITY SERVICES TAX - TOTALS	2,560,677	2,730,389	2,631,650	2,530,000	2,462,292	(67,088)	
3150010 - COMMUNICATIONS SERVICES TAX	1,776,558	1,560,902	1,447,000	1,528,000	1,406,417	(121,583)	Based on State DOR estimates. Downward trend over the last three years expected to continue.
Total 3350012 - STATE REVENUE SHARING	592,822	592,261	591,000	603,250	675,036	71,786	Local share of sales and motor fuel taxes distributed by the State
3350015 - ALCOHOLIC BEVERAGE LICENSES	14,182	18,897	14,000	14,000	14,000	0	Estimate based on current revenue
3370000 - POLICE GRANTS							
3372010 - GRANT - BYRNE GRANT	3,205	869	6,226	4,225	4,225	0	Grant for School Resource Officer position
3370000 - POLICE GRANTS - Other	0	0	18,953	37,900	18,953	(18,947)	Multi-year grant for Explorer Program \$37,900; drawn over a two year period
Total 3370000 - POLICE GRANTS	3,205	869	25,179	42,125	23,178	(18,947)	
3313910 - GRANT/FEDERAL - DIVISION OF FORESTRY TREE	12,571	0	5,000	0	10,000	10,000	New Grant Award for Tree Inventory requires \$10,000 match
3350018 - HALF CENT SALES TAX	1,537,208	1,479,282	1,600,000	1,475,000	1,755,554	280,554	Based on State DOR estimates 15% growth, assumes only 10% growth to be more conservative
Total INTERGOVERNMENTAL REVENUE	3,936,546	3,642,211	3,682,179	3,682,375	3,884,185	221,810	
3220000 - PERMITS AND LICENSES							
3220010 - BUILDING PERMITS							
3220011 - BUILDING PERMITS - TECHNOLOGY FEE	43,514	91,760	50,000	50,000	50,000	0	Based on current year estimates
3220012 - BUILDING PERMITS - LOST PLANS	5,058	2,500	2,500	2,000	2,500	500	lost plans
3220010 - BUILDING PERMITS	578,693	784,231	675,000	700,000	700,000	0	Based on current year estimates
TOTAL BUILDING DEPARTMENT REVENUES	617,207	881,049	727,500	752,000	752,500	500	
3160000 - LOCAL BUSINESS TAX	119,377	129,067	126,033	100,000	130,000	30,000	Based on trends, assuming slight rebound in economy
3290014 - BOAT REGISTRATIONS	1,150	0	0	0	0	0	Grandfathering process completed in FY 09
3290040 - ALARM REGISTRATION FEES	14,935	15,160	12,000	12,000	12,000	0	Based on current registration levels
3290001 - DEVELOPMENTAL APPROVALS							
3290010 - ZONING HEARINGS	8,679	9,650	9,000	9,000	9,000	0	Charges for variances and conditional use approvals
3290011 - ADMINISTRATIVE SITE PLAN REVIEW	3,500	900	1,700	900	1,700	800	Based on activity over the last three years

TOWN OF MIAMI LAKES
GENERAL FUND
Proposed Budget
FY 2011-12

	Actual Ending Balance	Actual Ending Balance	Projected to End of Year	Amended Budget July 2011	Proposed Budget	Deviation Proposed 2012 to Amended 2011 Budget	Comments
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2010-11	FY 2011-12		
3290012 - ZONING LETTERS	4,100	5,200	4,000	5,000	4,700	(300)	Based on activity over the last three years
3290017 - ZONING MAP	0	10	0	20	0	(20)	Too small to budget
3290001 - DEVELOPMENTAL APPROVALS - Other	0	0	0	2,000	0	(2,000)	Revenues reflected in staff cost and administrative variance line items
3290013 - CONCURRENCY REVIEW	0	0	0	350	0	(350)	Planning and Development Concurrence reviews
3220020 - ZONING FEES	26,824	28,932	27,000	25,000	25,000	0	Zoning component of Building permit process
3290018 - STAFF COSTS	0	0	1,400	0	1,400	1,400	Developer's reimbursement for staff review time
3290030 - ADMINISTRATIVE VARIANCES	178,585	188,919	184,633	154,270	183,800	29,530	As required by the Land Development Code
Total 3290001 - PLANNING DEPARTMENT REVENUES	1,950	8,675	3,000	4,000	3,000	(1,000)	
3290020 - PUBLIC WORKS PERMITS	797,722	1,078,644	915,133	910,270	939,300	29,030	Based on current year activity
Total 3220000 - PERMITS AND LICENSES							
3315010 - GRANT/FEDERAL - HURRICANE REIMBURSEMENT							
5011 - HURRICANE WILMA							
3315012 - HURRICANE WILMA - PW 4432/CLUB HOUSE REPAIR	78,391	0	0	0	0	0	
3315014 - HURRICANE WILMA - ADMINISTRATION FEE	24,632	975	0	0	0	0	
3315015 - HURRICANE WILMA - PW 79 & 1483 DEBRIS REMOVAL	854,826	0	0	0	0	0	
3315027 - HURRICANE WILMA - PARK BLEACHERS ETC PW 5790	(16,565)	0	0	0	0	0	
3315028 - HURRICANE WILMA - EMERGENCY PROTECT MEASURES PW 7191	6,190	6,190	0	0	0	0	
Total 5011 - HURRICANE WILMA TOTALS	941,283	7,165	0	0	0	0	
5012 - HURRICANE REIMBURSEMENT - FHWA							
3315013 - HURRICANE REIMBURSEMENT - FHWA	309,278	0	0	0	0	0	
Total 5012 - HURRICANE REIMBURSEMENT - FHWA	309,278	0	0	0	0	0	
5014 - HURRICANE FRANCES	7,675	0	8,299	0	0	0	
3315010 - GRANT/FEDERAL - HURRICANE REIMBURSEMENT - Other	0	0	0	0	0	0	
Total 3315010 - GRANT/FEDERAL - HURRICANE REIMBURSEMENT	1,258,235	7,165	8,299	0	0	0	
5013 - TROPICAL STORM FAY							
3315016 - TROPICAL STORM FAY	0	12,232	0	0	0	0	
3345010 - GRANT/STATE - HURRICANE REIMBURSEMENT - DCA	0	0	0	0	0	0	
5017 - HURRICANE WILMA - STATE REIMBURSEMENT	0	185,125	0	0	0	0	
Total FEDERAL AND STATE HURRICANE REIMBURSEMENT GRANTS TOTALS	1,258,235	204,522	8,299	0	0	0	All reimbursements for the expenses incurred in Wilma, Frances, and Fay have been received. Pending Federal and State audit of all funds received.
3500000 - FINES & FORFEITS							
3510020 - POLICE - TRAFFIC FINES	113,189	112,961	112,000	100,000	112,000	12,000	Projected based on historical levels.
POLICE - RED LIGHT CAMERAS	0	0	0	50,000	0	(50,000)	Any revenue will be earmarked for license plate reader system
3510030 - POLICE - L.E.T.F.F.	4,803	4,386	4,000	0	4,500	4,500	Based on current year trend
3510040 - POLICE - SCHOOL CROSSING GUARDS	44,205	29,991	32,000	32,000	34,432	2,432	Percentage of parking fines allocated to school safety. Partially off-set expense of \$122,000.
3540010 - POLICE - CODE VIOLATION FINES	143,198	102,496	113,193	100,000	100,000	0	Payments for violations of the Building Code and the Land Development Code.
3590020 - POLICE - PARKING FINES	6,093	12,300	0	0	12,000	12,000	Parking fees issued by the Police Department.
3290016 - PLANNING FINES	500	500	0	0	0	0	Previously included in traffic fines.
Total 3500000 - FINES & FORFEITS	305,396	258,427	273,493	282,000	262,932	(19,068)	
3600000 - MISCELLANEOUS REVENUES							
3610010 - INTEREST INCOME	73,632	63,571	25,000	60,000	40,000	(20,000)	Adjusted due to lower interest rates on deposits.
3700001 - ADMINISTRATIVE FEES	138,009	950	0	0	0	0	Recognized as they are received
3610030 - INSURANCE CLAIMS	0	0	0	0	0	0	Recognized as they are received
3660000 - CONTRIBUTIONS & DONATIONS	5,729	5,729	0	0	0	0	Recognized as they are received
3410090 - OTHER CHARGES AND FEES - CLERK	1,824	2,425	1,800	1,000	1,000	1,000	Based on lobbyist registration ordinance
3410091 - LOBBYIST REGISTRATION	155	2,376	4,250	0	3,313	3,313	Average of last two years
3470020 - COMMUNITY AND LEISURE SERVICES - SERVICES & RENTAL FEES	0	0	0	0	0	0	Any revenue will be earmarked for community center improvements
3410092 - ELECTION QUALIFYING FEES	600	600	0	0	0	0	Revenues to be recognize as they occur
3490010 - LIEN INQUIRY LETTERS	8,789	10,000	10,000	8,000	8,000	0	Recurring Revenue
3490020 - FDOT - LANDSCAPE MAINT	5,078	4,232	3,738	1,700	5,784	4,084	Based on updated agreement with FDOT
3690000 - OTHER MISCELLANEOUS REVENUES	750	858	1,000	1,000	0	(1,000)	Recognized as they are received
3600000 - MISCELLANEOUS REVENUES - Other	14	327	0	0	0	0	
Total 3600000 - MISCELLANEOUS REVENUES	228,250	92,348	45,788	70,700	58,097	(12,603)	
GENERAL FUND OPERATING REVENUES	18,488,494	16,586,845	14,863,697	15,212,500	14,738,361	(474,139)	
PRIOR YEAR CARRY - OVER FUNDS			1,527,803	1,552,185	0	(1,552,185)	
ENCUMBERED RESERVE REVENUE FOR ONP			1,195,933	1,195,933	0	(1,195,933)	
Total Revenue	18,488,508	16,586,845	17,387,433	17,960,618	14,738,361	(3,222,257)	



GENERAL FUND EXPENSE DETAIL

EXPENSE DETAIL

General

The Town’s Proposed Operating and Capital Budget for FY 2011-12 is \$14,723,361 with a total of \$14,379,659 in departmental operating expenses. This represents a decrease of \$474,139, excluding prior year carryover from the current year’s Adopted Budget Revenues and a decrease of \$502,287 in departmental operating expenses.

Departmental Expenses FY 2011-12		
Department	Proposed Budget FY 2011-12	Percentage of Proposed Budget
Town Council	\$401,647	2.79%
Administration and Finance	\$1,837,072	12.78%
Town Clerk	\$130,149	0.91%
Town Attorney	\$360,000	2.50%
Police	\$6,819,839	47.43%
Community and Leisure Services	\$2,233,857	15.53%
Public Works	\$1,132,465	7.88%
Building	\$768,112	5.34%
Planning, Zoning, Code Compliance and Development	\$696,518	4.84%
TOTAL	\$14,379,659	100.00%

Mayor and Town Council

The Town Council’s Proposed Budget for FY 2011-12 of \$401,607 represents an increase of approximately \$44,213 from FY 2010-11 Adopted Budget. This increase is mainly driven by the reflection of the Committee and Special Events Coordinator position within the Department.

Further, the Budget also assumes the elimination of the refreshments at Town Council meetings at a savings to the Town of \$6,000. Other recurring expenses are essentially at the same level as last year. There is no escalation or adjustment to the Mayor’s salary. The Budget assumes a CPI adjustment for Council Member’s reimbursements as required by the Town Charter. As in past years, the State of the Town Address is assumed to be funded by private donations based on the direction by the Town Council.

Town Administration

The Town Administration's Proposed Budget for FY 2011-12 of \$1,837,072 represents a decrease of approximately \$121,424 from FY

2010-11 Adopted Budget.

The decrease is driven by a reduction of memberships and publications to those memberships that are required as an essential component of the job with a savings to the Town of \$12,073. The Budget also assumes the elimination of Federal and State Lobbying services as under the Town's Charter, the responsibility of Intergovernmental Affairs are handled by the Mayor with the Town Manager's assistance at a savings to the Town of \$48,480.

The Budget assumes the deferral of all of all travel and education training for one year at a savings to the Town of \$12,000. Additionally, the review and consolidation of the number of cellular telephones given to staff and an instituted stipend program in lieu of a cellular telephone; this combined effort will save approximately \$17,300 next year. Also, the acquisition of new copiers has allowed us to save monies in outside printing and maintenance cost for an overall savings of \$4,400. Further, the completion of leasehold improvements for the recent relocation of Town Hall to our interim facility at a savings of \$16,650 and the purchase of Hurricane equipment in FY 2010-11 at a savings of \$30,000.

Office of the Town Clerk

The Office of the Town Clerk's Proposed Budget for FY 2011-12 of \$130,149 represents a decrease of approximately \$136,331 from FY

2010-11 Adopted Budget. The decrease is mainly driven by the elimination of the Deputy Town Clerk position at a savings to the Town of \$60,846. The Budget also assumes that no elections will be held in FY 2011-12 at a savings to the Town of \$65,000. The Budget includes the cost for codification, agenda management system, and legal advertisement.

Town Attorney

The Town Attorney's Proposed Budget for FY 2011-12 of \$360,000 represents a decrease of approximately \$62,500 from FY 2010-11

Adopted Budget. The decrease is mainly driven by the reduction on the legal fee fixed rate by \$48,000 that includes code appeals, lien foreclosures, the reductions of Hurricane related issues and legal support for review and approval of major developments. Legal litigation is presently covered in the fixed rate agreement with Gonzalo Dorta, P.A. for 85,000.

Police Department – Miami-Dade County Police Department

The Police Department's Proposed Budget for FY 2011-12 of \$6,819,839 represents an increase of approximately \$172,977 from FY 2010-11 Adopted Budget. The Police Department is one of the few departments

where an increase allocation is being recommended. The increase is mainly driven by the cost of living increases as well as merit increases for police officers, as negotiated through their collective bargaining agreement with Miami-Dade County.



The Proposed Budget FY 2011-12 reflects a savings \$52,000 previously allocated for overtime to cover for staffing at special events. The Proposed Budget assumes the same personnel level.

POLICE PERSONNEL	Proposed
Town Commander - Major	1
Executive Officer - Captain	0
Lieutenant	1
Sergeants	5
Police Officers	
Uniform Officer	24
Detective	5
Bike	4
Motorcycle	4
Administrative Officer	1
Community Service (CSO)	1
Administrative Support	2
Police Service Aid (PSA)	1
TOTAL	49

Community and Leisure Services Department

The Community and Leisure Services Department’s Proposed Budget for FY 2011-12 of \$2,233,857 represents a decrease of \$283,911 from FY 2010-11 Adopted Budget.

The decrease is mainly driven by the 15% reduction to Town Committees, with the exception of the Education Advisory Committee for which no funding is being proposed. This includes the elimination of funding for the Black Box Theatre for a savings to the Town of \$12,000; elimination of the Community and Leisure Services consultant support for the accreditation program; which will need to be pursued with existing staff resources for a savings of \$20,000; elimination of canvas repair at the Royal Oaks Park was completed in FY 2010-11 for a savings to the Town of \$6,907; and, reduction of \$5,000 for Royal Oaks Park utilities based on current usage.



A reduction of \$9,200 for Royal Oaks Park maintenance; reduction of \$50,000 for facility, plumbing, playground, pavilion and amenity repairs, sidewalks and sod repairs/replacement; the elimination of capital outlay by \$15,000.

The Town has significantly enhanced the quality and quantity of recreational programming. The recreation programming includes tai-chi, arts and crafts, martial arts, acting, painting for seniors, and painting for toddlers, Spanish and ballet/jazz dance classes at the Miami Lakes Community Center West and at the community center at Royal Oaks Park. The Budget at the proposed millage level does not assume the institution of any

park fees for recreation activities.

Public Works Department

The Public Works Proposed budget for FY 2011-12 of \$1,132,465 represents a net increase of approximately \$28,500 from FY 2010-11 Adopted Budget. The increase is mainly driven by an increase in funds available to plant new trees of \$52,500, and an increase to On-Demand Contractual Services of \$22,500.

A cost reimbursement of \$200,000 from the Special Projects Fund is included in next year's budget, to utilize some of the Six Cent Local Gas Option Tax money for maintenance consistent with prior years. A reimbursement of \$30,000 from the Stormwater Utility for administrative expenses is also included in the FY 2011-12 budget.

Building Department

The Building Department's Proposed budget for FY 2011-12 of \$768,112 represents a decrease of approximately \$43,729 from FY 2010-11 Adopted Budget.

The decrease is mainly driven by the purchase of a plans scanner of \$15,000 in FY 2010-11 and, decreased rent at a savings of \$6,260. The proposed budget maintains the funding for the completion of electronic records storage program, as well as enhancements for the computer system in the Building Department.

Planning, Zoning and Code Compliance Department

The Planning, Zoning and Code Compliance Department's Proposed budget for FY 2011-12 of \$696,518 represents a decrease of approximately \$100,086 from FY 2011-12

Adopted Budget.

The decrease is mainly driven by the reduction of the Special Projects Assistant position at a savings of \$66,536, the reduction to the Comprehensive Master Plan expense of \$18,500 due to State requirement changes and the use of in-house staff. The Proposed Budget does include an additional \$20,000 for part-time weekend Code Enforcement.

Reserve and Transfers

The Reserve and Transfers for FY 2011-12 have been budgeted as follows:

Transfers

Total General Fund Transfers are \$358,702, which includes \$204,702 to the Capital Projects Fund and \$154,000 for the annual QNIP payment to the County.

Fund Balance

The beginning Fund Balance is \$7,076,836. The Proposed Budget includes an allocation from Fund Balance to the Capital Projects Fund for water and sewer improvements at Miami Lakes Park of \$600,000.

The Reserved Fund Balance includes \$2,156,949 or 15% of the General Fund Expenditures as required by Ordinance, and \$500,000 for the possible future 2006 hurricane related disallowance. This leaves an un-programmed reserve of \$3,819,887.

TOWN OF MIAMI LAKES
GENERAL FUND
Proposed Budget
FY 2011-12

	FY 2008-09	FY 2009-10	FY 2010-11	FY 2010-11	FY 2010-11	FY 2011-12	Deviation Proposed 2012 to Amended 2011 Budget	Comments
	Actual Ending Balance	Actual Ending Balance	Projected to End of Year	Amended Budget July 2011	Proposed Budget			
Expense								
5100000 - CLERK								
5101210 - SALARIES AND WAGES			111,300	111,300	86,300	(45,000)	Current Salary and Wages \$86,300	
100 - CLERK	820	67,179					Position recommended for elimination	
101 - DEPUTY CLERK	37,904						Moved to Council	
102 - ASSISTANT TO MAYOR	553	35,415					Moved to Council	
103 - ASSISTANT TO COUNCIL		48,419					No COLA in FY 11-12	
104 - COLA		0					No Merit in FY 11-12	
105 - MERIT		3,891						
5101210 - SALARIES AND WAGES - Other	203,326	0						
5102110 - CLERK - PAYROLL TAXES	15,689	14,753	9,326	8,514	5,187	(6,327)	Calculated based on salaries	
5102312 - CLERK - FRINGE BENEFITS								
5102210 - CLERK - RETIREMENT CONTRIBUTIONS	20,195	18,942	10,397	10,444	3,553	(6,891)	Based on new FRS rates	
5102311 - CLERK - HEALTH INSURANCE	554	6,280						
5102310 - CLERK - HEALTH/LIFE INSURANCE - Other	15,593	19,388	21,471	21,526	11,534	(9,992)	Based on health plan option	
5102313 - CLERK - WIRELESS STIPEND			120	0	480	480	Stipend offered in lieu of phone at a savings to Town	
5102312 - FRINGE BENEFITS - Other	0	0	0	276	0	(276)		
5103110 - CLERK - AGENDA MANAGEMENT SYSTEM	0	500	5,935	6,000	6,920	920	Annual software license agreement with Novusolutions \$3,800, training for senior staff \$1,500, and streaming of audio \$1,620	
5104130 - CLERK - TELEPHONE CELLULAR	2,153	2,985	3,120	3,120	0	(3,120)	Expense eliminated due to cell phone stipend	
5104431 - CLERK - RENTAL STORAGE	1,665		0	0	0	0	Paid from Administration budget	
5104710 - CLERK - CODIFICATION	0	5,576	8,000	9,000	10,000	1,000	Charges to complete integration of the Town Code onto MunCode	
5104810 - CLERK - PRINTING AND BINDING	385	836	800	800	0	(800)	Expense eliminated due to copier contract	
5104811 - CLERK - FRAMING PROCLAMATION		1,028			1,000	0	Certificates of Recognition	
5104910 - CLERK - LEGAL ADVERTISING	20,610	6,517	25,000	25,000	25,000	0	Major expense during budget cycle	
5104920 - CLERK - ELECTION COSTS	51,209	0	38,603	65,000	0	(65,000)	No elections during FY 12	
5105420 - CLERK - EDUCATION AND TRAINING							Florida Association of City Clerks & International Institute of Municipal Clerks memberships required to maintain certification	
5104990 - CLERK - MISCELLANEOUS EXPENSE	35	6,028	2,500	4,500	175	(4,325)	No expenses anticipated	
Total 5100000 - CLERK	332,767	275,621	236,573	266,490	130,149	(136,331)		

TOWN OF MIAMI LAKES
GENERAL FUND
Proposed Budget
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	Actual Ending Balance	Actual Ending Balance	Projected to End of Year	Amended Budget July 2011	Proposed Budget FY 2011-12	Deviation Proposed 2012 to Amended 2011 Budget	Comments
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2010-11	FY 2011-12		
5110000 - COUNCIL							
SALARY AND WAGES			113,535	113,535	165,309	51,774	Current Salary and Wages
ASSISTANT TO MAYOR AND COUNCIL							
102 - ASSISTANT TO MAYOR							47,295
103 - ASSISTANT TO COUNCIL							48,240
COMMITTEE AND SPECIAL EVENTS COORDINATOR							51,774
511110 - MAYOR - SALARY	18,111	18,000	8,685	8,685	12,646	3,961	Calculated based on salaries
512110 - PAYROLL TAXES	1,374	1,382					
5112222 - FRINGE BENEFITS			1,818	1,818	8,860	(4,551)	Based on new FRS rates
5112222 - FRINGE BENEFITS							Increase already in base
MAYOR/COUNCIL - RETIREMENT CONTRIBUTION	1,194		0	833	0	(833)	
MAYOR/COUNCIL - FRS INCREASE CONTINGENCY							
5112324 - HEALTHLIFE INSURANCE							
5112309 - ASSISTANT TO MAYOR AND COUNCIL HEALTHLIFE INSURANCE			20,421	20,421	29,999	9,578	Based on Health Coverage of approximately \$10,000 per year per employee
5112310 - MAYOR - HEALTHLIFE INSURANCE	9,034	7,831	10,094	10,094	9,936	(158)	Based on Mayor's Health Coverage
5112320 - COUNCIL - HEALTHLIFE INSURANCE	23,041	25,006	49,500	48,916	49,500	584	Reflects insurance for 5 Council Members
5112324 - HEALTHLIFE INSURANCE - Other			0	0	0	0	
5113111 - COUNCIL - STATE OF TOWN ADDRESS	884	-223	0	0	0	0	Funded thru private donations
5113112 - COUNCIL - ANNUAL PRAYER BREAKFAST	(60)	-21	0	0	0	0	Funded thru private donations
5113113 - ALL AMERICAN CITY		-7,400	0	0	0	0	Funded thru private donations
3114 - DONATION ALL AMERICAN CITY		19,409	0	0	0	0	
3115 - EXPENSES ALL AMERICAN CITY		44,100	47,690	47,690	49,407	1,717	Adjusted by CPI (3.6%) as per Charter
5114010 - COUNCIL - REIMBURSEMENTS							
5114020 - COUNCIL - TRAVEL EXPENSES	8,922	10,325	11,000	14,000	12,000	(2,000)	Lobbying work only, assumes travel for Mayor and Manager. Assumes elimination of travel to Dade Days.
5114032 - MAYOR/COUNCIL CAR ALLOWANCE							
5114030 - MAYOR - CAR ALLOWANCE	7,200	7,200	7,200	7,200	7,200	0	Allowance of \$600 per month
5114031 - COUNCIL - CAR ALLOWANCE	36,000	36,000	36,000	36,000	36,000	0	Allowance of \$500 per month
5114110 - COUNCIL - CELLULAR TELEPHONES	11,780	6,850	5,000	5,000	6,600	1,600	Based on ten phones @ \$55 per month per phone
5114910 - COUNCIL - DISCRETIONARY FUND	8,079	3,787	2,000	5,000	900	(4,100)	Reflects elimination of discretionary fund for use other than packages to Veterans @ \$75 per month
5114920 - COUNCIL - ADMINISTRATIVE EXPENSES							
900 - MEETINGS - REFRESHMENTS	8,029	2,144	6,000	6,000	0	(6,000)	Reflects elimination of meeting refreshments
901 - MEETINGS - SET UP	5,343	4,232	5,590	5,590	5,590	0	31+12 Zoning x \$130
902 - MEETINGS - SOUND ENGINEER	5,865	5,264	6,200	6,200	6,200	0	31 x \$200
903 - COUNCIL - PRINTING	7,546	631	1,258	940	1,000	60	Business Cards
904 - NAMES PLATES, AWARDS, KEYS, UNIFORMS	1,558	274	300	670	500	(170)	For presentation plaques & certificates
905 - COUNCIL - DUES	5,028	1,710	1,500	2,200	0	(2,200)	Reflects elimination including funds for Chamber & League of Cities luncheon meetings
5114920 - COUNCIL - ADMINISTRATIVE EXPENSES - Other	0	660	392	50	0	(50)	Reflects elimination of Council administrative expenses
5115410 - COUNCIL - EDUCATION AND TRAINING	2,210	1,424	1,800	2,000	0	(2,000)	Optional education and training deferred for one year
5116500 - CAPITAL OUTLAY	13,204	0	1,000	3,000	0	(3,000)	
Total 5110000 - COUNCIL	218,441	191,878	345,858	357,434	401,647	44,213	

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		FY 2008-09	FY 2009-10	FY 2010-11	FY 2010-11	FY 2011-12		
5120000 - ADMINISTRATION				688,086	688,086	687,050	(1,036)	Current Salary and Wages
5121210 - ADM - SALARIES AND WAGES			183,049					188,000
200 - TOWN MANAGER		1,931						0
201 - ASST. TOWN MANAGER		1,170	95,494					62,400 based on 24 hrs. a wk.
202 - FINANCE DIRECTOR (Part-Time)		956	63,076					35,778
203 - HR			36,440					72,500
204 - PROCUREMENT/PUBLIC RELATIONS			0					32,000
205 - RECEPTIONIST		410	38,830					76,500
206 - SR. ACCOUNTANT		878	76,782					62,400 based on 24 hrs. a wk.
207 - SR. ACCOUNTANT (Part-Time)		913	79,853					Paid from IT line item
208 - IT ANALYST		679	28,093					61,972
209 - MANAGER'S ASSISTANT		574	50,394					67,500
210 - GRANT WRITER			0					0
211 - COMMUNICATIONS DIRECTOR		592	50,403					base salary of 95,000, partially off-set by reimbursement for CITT program mgmt (35,000)
BUDGET AND ADMINISTRATION DIRECTOR			0					No COLA in FY 11-12
212 - COLA			0					No Merit in FY 11-12
213 - MERIT			0					
214 - EMPLOYEE BONUSES								Reimbursement from Stormwater for Administrative support \$32,000
5121210 - ADM - SALARIES AND WAGES - Other		587,874	-2644.38					
5121290 - ADM - EMPLOYEE BONUSES		2,500						
5121410 - ADM - OVERTIME		252						
5122110 - ADM - PAYROLL TAXES		45,758	51,403	55,805	49,655	53,929	4,274	Calculated based on salaries
5122222 - RETIREMENT			272					
5122111 - ADM - UNEMPLOYMENT TAX				21,000	21,000	21,000	0	Based on personnel that left employment last year
5122210 - ADM - RETIREMENT CONTRIBUTIONS		61,312	64,800	63,199	84,247	41,593	(42,654)	Town Manager \$2,500 per contract. Senior Accountant in lieu of FRS of FRS benefits 457 & 401 plans \$2,000. benefits reduced consistent with FRS impact on the other employees
5122220 - ADM - DEFERRED COMPENSATION PLAN		8,319	9,023	6,019	7,340	4,500	(2,840)	
5122311 - ADM - HEALTH INSURANCE ALLOWANCE		34,292	34,369	88,240	85,000	93,761	8,761	Based on Health Coverage of approximately \$10,000 per year per employee; split based on employee option to get health insurance or a health allowance
5122310 - ADM - HEALTH/LIFE INSURANCE - Other		51,724	48,603			0	0	Per Town Manager's Contract at \$500.00 per month
5124010 - ADM - CAR ALLOWANCE		5,778	6,417	6,000	6,000	6,000	960	Slipend offered in lieu of phone at a savings to Town
5124011 - WIRELESS STIPEND				157		960	960	Not included in current contract
5124020 - ADM - MANAGER'S STIPEND		3,200	3,200	0	0	0	0	Cost included in Clerk's Budget
5124710 - ADM - CODIFICATION		2,850				0		Reflects elimination of lobbying services
5133120 - ADM - INTERGOVERNMENTAL RELATIONS		97,742	53,344	49,840	49,840	0	(49,840)	Reduce due to addition of in-house grants staff
5133130 - ADM - GRANT DEVELOPMENT		43	3,900	4,000	5,000	0	(5,000)	Contract with ADP for payroll processing
5133210 - ADM - FINANCIAL AND ACCOUNTING SERVICES		33,730	5,843	5,563	6,000	6,000	0	Base contractual terms, Single Audit & Special audits required. Contract is out for bid
5133220 - ADM - INDEPENDENT AUDIT		43,700	29,000	40,000	40,000	40,000	0	Incorporated into Rent
5133410 - ADM - JANITORIAL SERVICES		18,547	19,319	8,792	7,184	0	(7,184)	Expense for vendor to prepare FEMA documents; from reserve fund balance if needed
5133153 - ADM - DOCUMENT PREPARATION & SCANNING - HURRICANE WILMA AND TRC			12,506	0	0	0	0	For assistance in developing an investment policy
5133154 - FINANCIAL CONS. BOND COUNCIL		37,700	26,238	20,000	20,000	15,000	(6,000)	One Account Clerk and One Clerical
5133420 - ADM - TEMPORARY ADM SUPPORT		62,835	57,209	57,460	57,460	57,460	0	Eliminated other than lobbying
5134010 - ADM - TRAVEL AND PER DIEM		8,291	6,622	2,000	12,000	0	(12,000)	Assumes the same level as prior FYs
5134110 - ADM - POSTAGE AND DELIVERY		25,062	20,451	21,726	25,000	25,000	0	

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	FY 2008-09	FY 2009-10	FY 2010-11	FY 2010-11	FY 2011-12		
5134111 - ADM - BACKGROUND CHECKS		15	0	0	0	0	Conducted internally
5134120 - ADM - TELEPHONES - TOWN HALL	12,424	12,941	13,500	13,500	13,500	0	Based on existing contract
5134130 - ADM - CELLULAR TELEPHONES	9,600	5,972	3,200	7,000	480	(6,520)	Data plan for Ipad. Savings due to conversion to stipend in lieu of phones
5134310 - ADM - UTILITIES - TOWN HALL	19,420	15,433	6,394	6,368	0	(6,368)	Incorporated into Rent
5134410 - ADM - COPPER LEASE	14,003	0	0	0	5,503	5,503	Copiers for Public Works, Community and Leisure Services, Administration
5134420 - ADM - COPPER - PER COPY FEE	5,315	4,686	4,750	4,750	1,397	(3,353)	Based on current activity
5134421 - ADM - ADT SECURITY MONITORING FEE	4,447	3,880	2,629	2,629	0	(2,629)	Incorporated into Rent
5134430 - ADM - RENT - TOWN HALL	202,117	205,182	242,814	244,020	292,296	48,276	Rent at current facility at \$24,358 per month Space for Town Clerk and Finance. Scanning project will reduce need for space
5134431 - ADM - RENTAL STORAGE SPACE	5,858	6,295	6,295	10,000	4,092	(6,908)	General liability, Personal Property & Workers Compensation, reflects additional coverage for new parks. Contract currently out for bid
5134510 - ADM - INSURANCE	165,294	126,270	127,633	144,607	130,000	(14,607)	Based on current trends
5134610 - ADM - REPAIRS AND MAINTENANCE	8,779	4,792	4,000	5,000	4,000	(1,000)	Reduced due to reliable copiers
5134710 - ADM - PRINTING AND BINDING	6,953	3,789	3,500	3,500	500	(3,000)	Advertisement of Town positions & pre-employment screening
5134810 - ADM - ADVERTISEMENT RECRUITMENT	3,914	2,334	2,500	5,000	2,500	(2,500)	Publish Police tips and general Town information
5134820 - ADM - GENERAL ADVERTISEMENT	7,014	11,397	5,000	7,500	5,000	(2,500)	Includes credit card transaction fees for payments to Building Department and Planning Department, also includes check verification system
5134920 - ADM - FINANCIAL INSTITUTION FEES	6,997	9,777	10,000	10,000	10,000	0	Based on historical expense
5134990 - ADM - MISCELLANEOUS	6,511	0	0	0	0	0	
5135110 - ADM - OFFICE SUPPLIES	36,263	35,689	32,000	32,000	36,000	4,000	
5135111 - ADM - LICENSES AND PERMITS	123						
5135221 - COMPUTER AND TECHNOLOGY							
5133110 - ADM - COMP/TECH ON-GOING SUPPORT	47,328	48,839	108,277	109,117	0	(109,117)	Assumes elimination of contract with Miami Gardens As directed by Town Council. Base salary \$60,000 and 25% benefits
INFORMATION TECHNOLOGY STAFF ANALYST					76,800	76,800	
OUTSIDE TECHNICAL SUPPORT FOR STAFF ANALYST					25,000	25,000	To supplement technical skills of staff analyst - programming, network and server maintenance
5133111 - ADM - WEB DEVELOPMENT AND MAINTENANCE	42,416	11,383	5,000	6,500	31,000	24,500	Reconstruction of Web site (\$26,000) needed to support on-line services Web hosting & Audio uploads (\$5,000)
5133114 - ADM - COMP/TECH DATABASE SUPPORT	305	3,000	0	0	35,000	35,000	Network Security and VOIP support previously provided as a part of MG contract for free
5133115 - ADM - DIGITAL/COMPUTERIZED FILES	34,500	37,886	39,000	34,000	39,000	5,000	Includes yearly maintenance for equipment & ongoing scanning contract for electronic file mgmt.
5135220 - ADM - COMPUTER SOFTWARE LICENSES					30,356	(4,496)	Annual software Licensing for: MS \$15,600 base with an est \$9,000 additional expense for additional servers and users added, Web OA \$1,900, Laserfiche \$2,500, Antivirus \$1,256, Quickbooks \$400
5135410 - ADM - BOOKS/PUBLICATIONS/SUBSCRIPTIONS/MEMBERSHIPS	13,468	14,782	10,000	13,468	1,395	(12,073)	Includes only membership required for job duties others eliminated (GFOA \$300, BOA \$60, CO \$500, PWDA \$145, ICMA Retirement Corp \$250, Constant Contact \$20, Costco \$100) eliminates the membership to the Miami-Dade League of Cities \$2,700
5135420 - ADM - EDUCATION AND TRAINING	16,614	6,885	8,404	10,000	0	(10,000)	Deferred for one year
5136099 - ADM - FURNITURE/EQUIPMENT NON-CAPITAL	4,802	5,016	1,050	1,050	1,000	(50)	Small equipment purchases such as projectors & cameras
5136310 - ADM - HURRICANE EQUIPMENT			30,000	30,000	0	(30,000)	Purchases during the current year
5136210 - ADM - LEASEHOLD IMPROVEMENTS			16,650	16,650	0	(16,650)	No expenses expected in FY 12
TOWN BRANDING			40,000	40,000	40,000	0	Funding for Town Branding & Strategic Planning efforts
5136410 - ADM - CAPITAL OUTLAY FURNITURE/EQUIPMENT		4,777	4,002	3,173	0	(3,173)	No capital equipment budgeted
Total 5120000 - ADMINISTRATION	1,814,072	1,734,327	1,895,328	1,958,496	1,837,072	(121,424)	

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	Actual Ending Balance FY 2008-09	Actual Ending Balance FY 2009-10	Projected to End of Year FY 2010-11	Amended Budget July 2011 FY 2010-11	Proposed Budget FY 2011-12	Deviation Proposed 2012 to Amended 2011 Budget	Comments
5140000 - TOWN ATTORNEY							
5143110 - LEGAL - GENERAL LEGAL	397,894	411,771	270,000	270,000	222,000	(48,000)	Based on \$18,500 per month
5143111 - LEGAL - HURRICANE - RELATED ISSUES	12,562	0	1,157	1,157	0	(1,157)	No expenses expected in FY 12
5143112 - LEGAL - CHARTER REVISION	218	9,672	0	0	0	0	No expenses expected in FY 12
5143113 - LEGAL - TELECOMMUNICATIONS	456	0	0	0	0	0	No expenses expected in FY 12
5143120 - LEGAL - CODE COMPLIANCE	64,348	0	3,000	7,500	3,000	(4,500)	Support included in base rate enforcement, appeals, lien foreclosure
5143130 - LEGAL - LAND DEVELOPMENT APPLICATIONS	94,714	5,847	20,000	30,000	20,000	(10,000)	Legal support for review and approval of major developments
514XXX - LEGAL - SPECIAL COUNSEL FOR ADA	0	0	25,000	0	0	0	Estimate based on current litigation
5143140 - LEGAL - REWRITE OF LAND DEVELOPMENT CODE	0	0	0	23,843	25,000	1,157	Rewrite Commercial, Industrial and Business Code
5143140 - LEGAL - COMPREHENSIVE PLAN	14,407	0	0	0	0	0	No expenses expected in FY 12
5143150 - LEGAL - REAL PROPERTY	4,080	79	3,000	5,000	5,000	0	For real estate transactions
5143161 - LEGAL - LITIGATION - FIXED RATE	81,001	33,400	85,000	85,000	85,000	0	Base amount and incidentals as per contract
Total 5140000 - TOWN ATTORNEY	669,680	460,775	407,157	422,500	360,000	(62,500)	

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5150000 - BUILDING							
5151412 - SALARIES							
5151210 - BUILDING - SALARIES AND WAGES			294,536	299,895	289,088	(10,807)	Current Salary and Wages \$116,709.00
400 - BUILDING OFFICIAL	1,339	117,140		0			\$71,300 Assumes 32 hrs./wk., with 8 hours per week to building code enforcement
401 - CHIEF BUILDING INSPECTOR	1,024	89,630		0			\$52,000.00
402 - LEAD PERMIT CLERK	627	54,833		0			\$49,078.00
403 - PERMIT CLERK - 1	557	49,246		0			Position eliminated
404 - PERMIT CLERK - 2	557	49,449		0			Position eliminated
405 - RECEPTIONIST	439	38,635		0			No COLA in 11-12
406 - COLA		6,535		0			No Merit in 11-12
407 - MERIT		0		0			
5151210 - BUILDING - SALARIES AND WAGES - Other	391,001	0		0			
5151410 - BUILDING - OVERTIME	2,815	0	407	0	0	0	
5152110 - BUILDING - PAYROLL TAXES	30,117	29,467	21,451	22,978	22,993	15	Based on salaries
5152312 - BUILDING - FRINGE BENEFITS							
5152210 - BUILDING - RETIREMENT CONTRIBUTION	40,608	40,122	29,143	31,433	16,459	(14,974)	Based on new FRS rates
FRS INCREASE CONTINGENCY				0	10,701	0	
5152311 - BUILDING - HEALTH INSURANCE ALLOWANCE	1,506	1,506	1,500	0	0	0	
5152310 - BUILDING - HEALTHLIFE INSURANCE - Other	46,083	46,525	37,892	34,244	41,617	7,373	Based on Health Coverage of approximately \$10,000 per year per employee; split based on employee option to get health insurance or a health allowance
5154611 - BUILDING - CAR ALLOWANCE	12,009	12,046	12,000	12,000	12,000	0	Director and Inspector car stipend, gas, insurance, and maintenance
5153412 - BUILDING - JANITORIAL SERVICES	6,422	6,106	3,785	3,134	0	(3,134)	Incorporated into Rent
5153427 - BUILDING - CONTRACTUAL SERVICES							
5153160 - BUILDING - ADMINISTRATIVE SUPPORT	41,151	38,024	43,870	43,870	43,870	0	Contract for permit clerks and inspectors \$28 per Hour
5153419 - BUILDING - STRUCTURAL SERVICES	47,313	36,901	48,030	48,030	48,030	0	\$76 per Hour
5153426 - BUILDING - PLAN REVIEW	217,002	195,690	188,100	188,100	188,100	0	\$55 per Hour
5153427 - BUILDING - CONTRACTUAL SERVICES - Other	0	0	0	0	0	0	
5154110 - BUILDING - TELEPHONE AND FAX	1,123	744	1,200	700	1,200	500	
5154130 - BUILDING - CELLULAR TELEPHONES	9,645	5,844	3,600	6,200	1,560	(4,840)	Two phones w/data access (Building Official and Chief Building Inspector) @ \$55/mo and one nextel radio @ \$20/mo
5154131 - BUILDING - REMOTE ACCESS DEVICES		0	3,000	3,000	2,880	(120)	Six connection cars for inspector @ \$40/mo
5154310 - BUILDING - ELECTRICITY	3,730	2,611	866	866	0	(866)	Incorporated into Rent
5154412 - ELECTRONIC RECORDS STORAGE			0	15,000	0	(15,000)	Purchased in current year
5154413 - RENT AND STORAGE							
5154410 - BUILDING - RENT		53,824	55,741	60,140	53,880	(6,260)	12.75% of rent payment
5154413 - RENT AND STORAGE - Other	53,019	2,148		0	0	0	
5154420 - BUILDING - COPIER LEASE/MAINTENANCE	675	1,322	1,200	1,200	720	(480)	Copier lease
5154610 - BUILDING - REPAIRS AND MAINTENANCE		366	0	500	486	(93)	Based on historical expense
5154710 - BUILDING - PRINTING AND BINDING	1,630	446	100	600	0	(600)	
5155110 - BUILDING - OFFICE SUPPLIES	8,178	5,882	3,500	3,500	3,500	0	Paper and supplies for office personnel
5155210 - BUILDING - UNIFORMS AND BADGES	0	0	750	750	750	0	
5155222 - BUILDING - VEHICLE OPERATION AND MAINTENANCE							
5156099 - BUILDING - FURNITURE/EQUIPMENT NON-CAPITAL	1,112	1,337		0	0	0	
5156410 - BUILDING - CAPITAL OUTLAY	0	1,485		0	0	0	
5156411 - BUILDING - COMPUTER AUTOMATION							
5153132 - BUILDING - SOFTWARE CONSULTANT	28,584	4,160		0	25,000	25,000	Support system implementation
5156411 - BUILDING - AUTOMATION - SOFTWARE LICENSE MAINTENANCE	0	15,108	15,000	25,000	16,000	(9,000)	Annual maintenance for Cityview software \$16,000. It will increase to \$20K per year on second year of CRW
Total 5150000 - BUILDING	948,267	907,110	765,671	811,841	768,112	(43,729)	

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	FY 2009-10	FY 2009-10	FY 2010-11	FY 2010-11	FY 2011-12		
5160000 - PLANNING AND DEVELOPMENT	0	0	0	365,731	303,759	(61,972)	Current Salary and Wages
5161210 - PLANNING - SALARIES AND WAGES	1,287	112,614	352,860	365,731	303,759	(61,972)	Current Salary and Wages \$112,200
500 - PLANNING, ZONING & CODE COMPLIANCE DIRECTOR		39,261	0	0	0		\$86,000
501 - SENIOR PLANNER	711	60,974	0	0	0		Position eliminated
502 - CONSTITUENT AND ADMINISTRATIVE SERVICES	730	69,146	0	0	0		\$68,892
503 - CODE COMPLIANCE MANAGER	637	52,734	0	0	0		\$56,667
504 - ZONING OFFICIAL		0	0	0	0		No COLA in 11-12
505 - COLA		0	0	0	0		No Merit in 11-12
506 - MERIT		0	0	0	0		
5161210 - PLANNING - SALARIES AND WAGES - Other	114,156	8,521	3,882	0	0	0	
5162110 - PLANNING - PAYROLL TAXES	8,886	25,187	23,495	27,978	22,950	(6,028)	Based on salaries
5162310 - FRINGE BENEFITS	12,936	35,099	30,290	40,571	16,132	(24,439)	Based on new FRS rates
5162210 - PLANNING - RETIREMENT CONTRIBUTION		0	0	13,328	0	(13,328)	
5162510 - PLANNING - RETIREMENT CONTRIBUTION		0	0	0	0	0	
5162311 - PLANNING - HEALTH INSURANCE ALLOWANCE	6,294	9,556	36,306	33,496	31,567	(1,929)	Based on Health Coverage of approximately \$10,000 per year per employee
5162312 - PLANNING - HEALTHLIFE INSURANCE		18,100	0	0	0		
5162310 - FRINGE BENEFITS - Other	9,605	0	0	0	0		
5163000 - GENERAL PLANNING CONSULTANTS	10,726	9,933	0	0	0		Not required due to full staffing
5163001 - CONTRACTUAL CODE COMPLIANCE SERVICES	52,100	225,135	240,000	240,000	260,000	20,000	3 full-time code enforcement officer, 20% of funding Code Inspection Officer, and planning interns. Budget incorporates additional funding for part-time code enforcement on weekends.
5163120 - PLANNING - COMPREHENSIVE MASTER PLAN		14,900	1,331	18,500	0	(18,500)	Reflects reduction in State requirements and use of in-house staff
ECONOMIC DEVELOPMENT STRATEGY IMPLEMENTATION							
5163121 - CONTRACTUAL - PLANNING SERVICES	8,849	0	0	0	25,000	25,000	Funding for economic development strategy for Town
5163122 - PLANNING - CODE RE-WRITE LEGAL	70,416	39,893	0	0	0		Work performed by in-house staff
5163133 - PLANNING - GREEN BUILDING GRANT PROGRAM	0	0	0	2,500	0	(2,500)	Reflected in legal department's budget
							No funding has been requested
5163150 - PLANNING - CONCURRENCY MANAGEMENT	6,528	0	25,000	25,000	20,000	(6,000)	Modification of trans concurrency ord. required to reduce recurring data collection requirements in lieu of reviewing data on a case by case basis for each new development
5163XXX - PLANNING - GEOGRAPHICAL INFO SYSTEM		11,500	11,500	11,500	7,500	(4,000)	GIS implementation with new permitting system
5163400 - PRINTING/ELECTRONIC RECORDS	7,424	222	0	0	0		
5164710 - PLANNING - PRINTING EXPENSE		0	3,002	5,000	0	(6,000)	Eliminated based on capabilities of new copiers
5163400 - PRINTING/ELECTRONIC RECORDS - Other		0	1,000	1,000	1,000	0	
5163420 - PLANNING - SITE PLAN REVIEWS	2,472	0	0	0	0		Based on site plan request-cost recovery
5164130 - CELLULAR TELEPHONES	144	2,046	1,250	1,250	660	(590)	One cell phone w/data @ \$55/mo
550 - CELLULAR TELEPHONES - PLANNING		1,608	2,000	2,000	1,200	(800)	Four regular cell phones @ \$25/mo
551 - CELLULAR TELEPHONES - CODE COMPLIANCE		410	1,000	1,000	1,000	0	
Total 5164130 - CELLULAR TELEPHONES		-350	1,000	1,000	1,000	0	Based on a contract at \$100 per hour
5164900 - SPECIAL MASTER	458	0	250	250	250	0	Clean-up of abandoned properties
5164911 - CODE COMPLIANCE - REIMBURSEMENT EXPENSE		0	0	0	0		Provided to field personnel
5164912 - CODE COMPLIANCE - UNIFORMS/BADGES		0	0	0	0		
5164914 - RECORDING		1,557	0	0	0		One-time recording fee for 87th Avenue Development Agreement
5164909 - PLANNING - DEVELOPMENT AGREEMENT		0	500	500	500	0	Cost of recording variances. Cost is paid by the applicant
5164910 - PLANNING - RECORD VARIANCE RES		4,215	2,744	6,000	4,000	(2,000)	Cost of recording code enforcement liens
5164913 - CODE COMPLIANCE - LIEN RECORDING		0	44	0	0		Demo Permit cost for old town hall
5164916 - PLANNING - PERMITS		0	0	0	0		
Total 5160000 - PLANNING AND DEVELOPMENT	314,418	729,202	739,011	796,604	696,518	(100,086)	
Total 5180000 - ZONING AND COMPLIANCE	540,709						

TOWN OF MIAMI LAKES
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		FY 2008-09 Actual Ending Balance	FY 2009-10 Actual Ending Balance	FY 2010-11 Projected to End of Year	FY 2010-11 Amended Budget July 2011	FY 2011-12 Proposed Budget	Deviation Proposed 2012 to Amended 2011 Budget	Comments
5210000 - POLICE								
		5,940,516	5,815,491	5,886,156	5,794,250	6,019,396	225,146	Assumes 3% COLA in July 2011, 5% COLA in September 2011 and new FRS adopted by the State effective July 1, 2011. Estimates are subject to ongoing collective bargaining negotiations
	5213410 - POL - PATROL SERVICES	385,490	522,198	412,000	484,000	432,000	(52,000)	Overtime reflects reduction in staffing at special events already implemented in the current year
	5213411 - POL - OVERTIME	83,652	106,123	122,000	122,000	122,000	0	Assumes continuation of the school crossing guard program at the current level
	5213470 - POL - JANITORIAL SERVICES	6,920	5,596	3,919	957	0	(6,920)	Moved to rent
	5214110 - POL - TELEPHONE-CELL	5,045	2,967	3,000	3,000	2,100	(900)	One phone with data @ \$55/month and four regular phones @ \$50/month
	5214111 - POL - TELEPHONES - TOWN HALL	4,687	3,086	2,500	2,500	2,500	0	Allocated based on cost of the service
	5214310 - POL - TOWN HALL - UTILITIES (ELECTRIC)	5,943	3,919	2,113	2,113	6,200	4,087	Air conditioning during night and weekends
	5214410 - POL - TOWN HALL - RENT	66,194	67,198	78,887	78,887	75,060	(3,827)	17.82% of rent payment based on space
	5214420 - POL - COPIER LEASE/PER COPY FEE	1,045	866	700	700	535	(165)	Reduction due to lower copier cost
	5214610 - POL - REPAIR AND MAINTENANCE	3,093	638	1,500	2,500	1,500	(1,000)	Based on current level
	5214710 - POL - PRINTING EXPENSE	844	709	0	400	0	(400)	New copiers can handle printing in-house
	5215110 - POL - OFFICE SUPPLIES	4,010	2,687	734	2,555	1,000	(1,555)	Based on current levels
	5215210 - POL - EXPLORER PROGRAM/UNIFORMS/SUPPLIES	2,187	1,878	1,081	2,000	1,500	(500)	Uniforms and supplies
	5215222 - MISCELLANEOUS EXPENSES	417	200	211	0	400	400	Required by State Attorney's office
	5213460 - POL - STATE ATTORNEY - PROSECUTION	177	9,133	250	6,000	4,500	(1,500)	Training expense funded by LETTF revenue
	5214430 - POL - CRIME PREVENTION TRAINING	144	3,737	1,848	0	1,848	1,848	Based on storage area at \$154 per month
	5214431 - POL - RENTAL STORAGE SPACE	2,910	1,576	3,500	0	3,500	3,500	Based on current level
	5214432 - POL - GAS CARD	1,487	0	784	0	800	800	Cover for mutual aid brunch, lost car keys, paint for smart sign, etc.
	5214990 - POL - MISC. EXPENSE	0	0	0	0	0	0	
	5215222 - MISCELLANEOUS EXPENSES - Other	8,192	8,127	4,586	6,000	6,000	0	Includes patches for officers, police bikes, license plate renewal for town owned vehicles, repairs for smart machine and laser calibration
	5216099 - POL - UNIFORMS/FURNITURE/EQUIPMENT NON-CAP	0	0	1,917	0	0	0	No additional purchases programmed for next year
	5216410 - POL - CAPITAL OUTLAY FURNITURE/EQUIPMENT	0	0	0	0	0	0	
	5217212 - VEHICLE LOAN PAYMENT	119,238	123,724	0	0	0	0	Loan payment is \$139,000 per year, the split between principal and interest varies as the principal is paid down
	5217110 - POL - VEHICLE LOAN PRINCIPAL	19,456	14,971	0	139,000	139,000	0	
	5217210 - POL - VEHICLE LOAN INTEREST	0	0	0	0	0	0	
	5217212 - VEHICLE LOAN PAYMENT - Other	6,661,648	6,692,823	6,646,667	6,646,862	6,819,839	172,977	
	Total 5210000 - POLICE							

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		FY 2008-09 Actual Ending Balance	FY 2009-10 Actual Ending Balance	Projected to End of Year	Amended Budget July 2011	Proposed Budget FY 2011-12	Deviation Proposed 2012 to Amended 2011 Budget	Comments
5410000 - PUBLIC WORK						0		
5411210 - PW - SALARIES AND WAGES			160,663	151,663	150,663	(1,000)	Current Salary and Wages	
300 - PW DIRECTOR		72,809					99,000	
301 - LANDSCAPE SUPERVISOR		593					51,663	
302 - COLA		1,870					No COLA in 11-12	
303 - MERIT							No Merit in 11-12	
5411210 - PW - SALARIES AND WAGES - Other		120,638						
Total 5411210 - PW - SALARIES AND WAGES		0					Reimbursement from Stormwater Utility for a share of PW Director's salary	
5411941 - PW - REIMBURSEMENT SAL BEN - STORMWATER UTIL		0	-30,000	5,681	-30,000	(35,681)	Based on salaries	
5412110 - PW - PAYROLL TAXES		10,261	9,330	9,940	10,837	1,561		
5412310 - FRINGE BENEFITS								
5412210 - PW - RETIREMENT CONTRIBUTIONS		13,584	12,578	13,637	13,831	8,075	Based on new FRS rates	
5412311 - PW - HEALTH INSURANCE ALLOWANCE		6,949	16,432	18,632	18,632	2,973	Based on Health Coverage of approximately \$10,000 per year per employee; split based on employee option to get health insurance or a health allowance	
5154611 - PW - CAR ALLOWANCE			3,000	3,000	6,000	0	For Building Official and Chief Building Inspector	
5412310 - FRINGE BENEFITS - Other		8,584						
5413110 - PW - TOWN ENGINEER		62,000	8,711	100,000	100,000	0	Engineering assistance for small projects and Street Lighting Assessment and Repair	
5413115 - PW - PERMITS PLAN REVIEW		35,841	16,732	8,000	20,000	14,000	Consultant to perform plans review and obtain Public Works permit	
5413430 - PW - TREE INVENTORY			0	1,000	15,000	15,000	Tree & Street Light Data Collection - Inventory Sys	
5414130 - PW - CELLULAR TELEPHONES		5,788	2,543	1,500	3,500	1,280	One phone w/data @ \$35 and two phones @ \$25/month	
5414320 - PW - RIGHT OF WAY - ELECTRICITY		232,586	249,413	250,000	270,000	250,000	Based on historical usage	
5414321 - PW - RIGHT OF WAY - WATER		16,638	8,088	10,000	10,000	0	Based on current activity - electrical \$10,000	
5414321 - PW - RIGHT OF WAY - WATER		23,138	19,261	25,000	25,000	0	Based on 30 accounts (water) \$25,000	
5414330 - PW - UNDERGROUND UTILITY LOCATION		18,653	7,295	18,000	18,000	0	Based on \$1,500/month	
5414610 - PW - STREETLIGHTING REPAIRS AND MAINTENANCE		74,238	79,902	105,000	105,000	0	Street lighting repair contract NTE \$105,000 - Working with PPL to transition maintenance of lights to the town	
5414620 - PW - RIGHT OF WAY MAINTENANCE		743,570	412,488	437,500	437,500	452,404	FL Turr contract \$437,404, additional exp to Turr by end of year \$10,000. & materials \$5,000	
PW - ENTRY FEATURE WATER MAINTENANCE						3,060	Pool Cleaning for entry feature included in ROW expense for water pump, previously included in ROW	
EXTERMINATION SERVICES						5,000	Maintenance line item	
5414625 - PW - TREE TRIMMING		128,570					Rodent Bait, Duck, & Dead Animal Removal	
5414626 - PW - NEW TREES/PLANTS/SUPPLIES		800	0	35,000	35,000	87,500	previously included in ROW Maintenance line item	
5414627 - PW - TREE CUTTING (STUMP & DEAD TREE REMOVAL)		10,700				8,000	Funding to be reallocated once new contract is issued in April 2011	
5414710 - PW - PRINTING EXPENSE		59		344	0	0	New tree purchases and plantings, just starting plantings now. 200 trees = \$35,000; 500 localons remaining @ \$175/tree = \$87,500	
5414900 - HURRICANE COSTS		64,866		66,320	0	0	Tree & stump removal and removal permits	
5414905 - PW - HURRICANE FAIR			1,000	1,500	2,500	1,500	Not required due to new copiers	
5414911 - PW - TOWN BEAUTIFICATION - BANNERS			0	1,000	4,317	0	Disallowance from 2006 hurricanes (\$500,000 are in reserve as contingency for additional disallowance)	
5414913 - PW - MISCELLANEOUS EXPENSE (GENERAL REPAIRS AND MAINT)		1,186	329	1,000	1,000	0	Public Educational Program required for Flood Preparedness Commission	
5414931 - PW - REIMBURSEMENT FROM SRP 66 LOCAL GAS			-100,000	-200,000	-200,000	0	Town Banners installed at various locations. Banners are eliminated to balance budget	
5415212 - VEHICLE OPERATION AND MAINTENANCE		2,795	4,449	4,000	2,500	4,000	Reimbursement of ROW maintenance expense from Special Revenue Fund	
5415210 - PW - VEHICLE OPERATION FUEL/OIL						1,500	Reflects fuel expense at a rate of \$167 per month	
5415212 - VEHICLE OPERATION AND MAINTENANCE - Other		845	28	3,000	3,000	1,500	Includes tire replacement and regular vehicle service for two trucks	
5416000 - PW - FURNITURE & EQUIP		1,049	0	3,000	3,000	0	Purchase of auto-cad to view and re-design plans	
5416210 - PW - LEASEHOLD IMP/EMERGENCY GENERATOR		38,715				0	Generator is available at Royal Oaks Park	
5493410 - PW - DEMAND SERVICES - CONTRACTUAL		51,732	64,500	42,000	64,500	22,500	On-demand bus services contract going out to bid	
5493410 - PW - DEMAND SERVICES - CONTRACTUAL - Other			0				Expected to qualify a few riders for reimbursement by PTP	
Total 5493410 PW - DEMAND SERVICES - CONTRACTUAL								
Total 5410000 - PUBLIC WORK		1,674,337	909,469	1,111,537	1,103,961	1,132,465	28,504	

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	FY 2008-09	FY 2009-10	FY 2010-11	FY 2010-11	FY 2011-12		
5720000 - COMMUNITY AND LEISURE SERVICES				0			
5721210 - CLS - SALARIES AND WAGES			371,329	379,790	321,841	(57,949)	Current Salary and Wages
600 - COMMUNITY AND LEISURE SERVICES DIRECTOR	1,056	92,382					\$92,043
601 - REC AID - 1	181	21,921					\$24,840
602 - REC AID - 2	275	29,120					\$25,000
603 - COMMUNITY AND LEISURE SERVICES MAINTENANCE COORDINATOR	523	45,724					\$45,556
604 - LEISURE SERVICES MANAGER	609	54,529					\$62,577
605 - COMMITTEES AND SPECIAL EVENTS COORDINATOR	593	51,963					Transferred to Mayor and Town Council
606 - COMMUNITY SERVICES MANAGER	718	62,808					\$55,000
607 - REC AID - 3	351	17,910					\$23,000
- REC AID - 3 MARINA OPERATIONS (Part-Time)							Paid from Marina line item
608 - COLA		0					No COLA in 11-12
609 - MERIT		6,209					No Merit in 11-12
5721210 - CLS - SALARIES AND WAGES - Other	316,394	0					
5721410 - CLS - OVERTIME	217	473	1,000	1,000	1,000	0	To support weekend tournaments and events
5722110 - CLS - PAYROLL TAXES	24,031	28,594	28,407	29,054	24,736	(4,318)	Based on salaries
5722310 - FRINGE BENEFITS							
5722210 - CLS - RETIREMENT CONTRIBUTION	31,683	37,901	34,062	41,893	17,249	(24,644)	Based on new FRS rates
FRS INCREASE CONTINGENCY			0	0	0	(4,410)	
5722311 - CLS - HEALTH INSURANCE ALLOWANCE	34,133	40,318	51,621	51,621	61,416	9,795	Based on Health Coverage of approximately \$10,000 per year per employee; split based on employee option to get health insurance or a health allowance
5722312 - CLS - HEALTH INSURANCE							Funding was needed to pursue national accreditation for the Department. Goal will be delayed
5723110 - CLS - CONSULTANT SERVICES	16,799	4,975	15,000	20,000	0	(20,000)	Community & Leisure Services College Internship Program
5723160 - CLS - TEMPORARY ADMINISTRATIVE SUPPORT	8,403	5,253	7,500	7,500	7,500	0	Reflects increased IRS reimbursement rates
5724010 - CLS - OPERATING MILEAGE REIMBURSEMENT	1,680	985	2,500	2,500	2,500	0	One phone with data @ \$55/month and three @ \$25/month
5724110 - CLS - CELLULAR TELEPHONES	3,920	4,441	3,000	3,000	1,560	1,560	Facility repairs, plumbing repairs, sidewalk repairs/replacement, sod repairs/replacement, lot lots repairs, pavilion repairs, amenity repairs, misc. repairs. Funding is needed to improve the appearance of the community centers
5723400 - CLS - MINI/PICNIC PARKS - GENERAL REPAIRS	1,149	19,634	50,000	50,000	50,000	0	Based on current rates
5723410 - CLS - MINI/PICNIC PARKS - JANITORIAL	19,643	12,088	10,000	15,000	19,500	4,500	Based on current rates
5724310 - CLS - MINI/PICNIC PARKS - UTILITIES	66,883	62,596	56,000	56,000	56,000	0	Based on current rates
5724611 - CLS - MINI/PICNIC PARKS - IMPROVEMENTS NON-CAPITAL	88,452	6,045	12,000	7,500	12,000	4,500	Includes minor plumbing, electrical, & lock repairs
5724612 - CLS - MINI PARKS - DAILY MAINTENANCE							
5724610 - CLS - MINI/PICNIC PARKS MAINTENANCE	279,698	256,464	250,000	250,000	250,000	0	Groundskeepers Contract \$245,000 + \$5,000 for contingency
5726310 - CLS - CAPITAL OUTL MINI/PICNIC	17,493	2,901	10,000	25,000	52,000	27,000	Re-roof of pavilion & bathroom remodel of Comm Park West, P-7 Bridge, Pocket Park
5724920 - CLS - MIAMI LAKES PARK - SECURITY							irrigation/Refurbishment
5724920 - CLS - MIAMI LAKES PARK - UTILITIES	116,099	111,347	126,000	126,000	126,000	0	Based on current rates
5724620 - CLS - MIAMI LAKES PARK - MAINTENANCE	450,552	426,872	445,000	445,000	470,308	25,308	Valley Crest contract \$445,308 has \$25,000 performance bonus options each 6 months, assumes a total bonus of \$25,000 in the budget
5724621 - CLS - MIAMI LAKES PARK - IMPROVEMENTS NON-CAPITAL	85,150	70,169	65,000	65,000	65,000	0	Facility, plumbing, playground, pavilion, & amenity repairs; sidewalk & sod repairs/replacement
572XXXX - CLS - MIAMI LAKES PARK - MARINA OPERATIONS			10,000	18,093	10,712	(7,381)	Rec Aid 3 for Marina Ops \$10,300/hr, 200 hrs. wk.
5724991 - CLS - HURRICANE KATRINA		8,034				0	Disallowance from 2006 hurricane (\$90,000 are in reserve as contingency for additional disallowance)
5724992 - CLS - HURRICANE WILMA	28,333	6,907	6,907	6,907	0	(6,907)	Repair of canvas at Royal Oaks Park
5726099 - CLS - FURNITURE/EQUIPMENT NON-CAPITAL		1,689	500	1,500	0	(1,500)	For park dedication signs and office equipment
5726320 - CLS - MIAMI LAKES PARK - CAPITAL OUTLAY	24,994	4,590	30,000	50,000	50,000	0	\$20,000 Dock Mitigation area; \$30,000 amenities replacement tables/benches/waste receptacles
5724230 - CLS - ROYAL OAKS PARK TOTALS	43,988	79,410	85,000	85,000	80,000	(5,000)	Based on current usage
5724330 - CLS - ROYAL OAKS PARK - UTILITIES	5,998	43,330	15,000	15,000	15,000	0	Facility Repairs and Operation Costs
5724629 - CLS - ROYAL OAKS PARK - COMMUNITY CENTER - OPERAT	331,869	300,649	235,000	235,000	225,800	(9,200)	Groundskeepers \$225,800
5724630 - CLS - ROYAL OAKS PARK - MAINTENANCE	43,290	34,639	95,000	95,000	45,000	(50,000)	Facility, plumbing, playground, pavilion, & amenity repairs; sidewalk & sod repairs/replacement
5724631 - CLS - ROYAL OAKS PARK - REPAIRS AND IMPROVEMENTS		3,071	0	0	0	0	
5726330 - CLS - ROYAL OAKS PARK - CAPITAL OUTLAY		4,277	0	0	0	0	
5724633 - CLS - ROYAL OAKS PARK - SENIOR NET PROGRAM		5,234	1,500	1,500	1,500	0	
5726098 - CLS - ROYAL OAKS PARK - FURNITURE AND EQUIPMENT NON-CAPITAL	2,922	0	0	0	0	0	Included in Administration
5724410 - CLS - RENTAL STORAGE SPACE							
5724650 - CLS - INCREASED SERVICE LEVEL	(2,480)						

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	FY 2008-09	FY 2009-10	FY 2010-11	FY 2010-11	FY 2011-12		
5724652 - CLS - BARBARA GOLEMAN - MAINTENANCE	0	12,000	12,000	0	4,000	4,000	Based on joint use agreement with School Board \$4,000/yr. Current year reflects 3 years of catch-up
5724653 - CLS - TREE PLANTING (TREE GRANT)	7,631	5,000	5,000	5,000	5,000	0	Tree plantings at various parks
5724655 - CLS - FAMILY TREE PROGRAM	60	0	0	0	0	0	Donations given for tree plantings
5724710 - CLS - PRINTING EXPENSE	317	0	0	0	5,000	5,000	Recreator quarterly news letter
5724811 - CLS - TOWN COMMUNITY PROGRAMS	79,395	64,706	75,000	75,000	75,000	0	Agreements for Yoga, Line Dancing, Martial Arts, Ballet, Jazz, Spanish, Tai Chi, Arts and Crafts, New programs: Funding for Community Recital
5724820 - CLS - PERMIT/RECORDING FEES	425	731	800	800	800	0	Permit fees paid by the Department to DERW, TONIL DEP and other regulatory agencies
5724821 - CLS - COACHES	6,464	8,870	8,000	7,000	9,800	0	Background checks and certification for coaches
5724822 - CLS - COACHES CERTIFICATION	1,600	1,560	2,500	2,500	2,500	0	Provides support to the YMCA program and creative arts programming
5724940 - CLS - YOUTH CENTER PROGRAMS	15,839	22,034	19,000	20,000	20,000	0	Uniforms for departmental employees
5725210 - CLS - UNIFORMS	784	989	1,500	1,500	1,500	0	Assumes \$100 per month in fuel cost
5725220 - CLS - VEHICLE OPERATION (FUEL)	705	937	1,200	600	1,200	600	Replacement for shade canopy at Community Center
5726412 - CLS - CAPITAL OUTLAY	0	15,681	4,504	0	0	0	West park and purchase of new ID Kit printer
5726410 - CLS - CAP OUTLAY/FURNITURE/EQUIPMENT	0	15,681	0	15,000	0	(15,000)	None programmed
5726412 - CLS - CAPITAL OUTLAY - Other	2,411	0	10,000	0	0	(15,000)	
5744912 - SPECIAL EVENTS - CULTURAL AFFAIRS COMMITTEE							Funding reduced by 15% for farmers market - Paint a Picture for Mom, "Our Town" Painting Competition posters and awards, Fishing Tournament posters and awards, Concert music, Holiday book reading, 4th of July entertainment, Car shows, d's, Concert on the Fairway Music Concert Series
5744910 - SPECIAL EVENTS - CULTURAL AFFAIRS COMMITTEE	28,565	32,837	39,850	39,850	33,873	(6,978)	
5744915 - SPECIAL EVENTS - BLACK BOX THEATER	12,000	12,000	12,000	12,000	0	(12,000)	Funding eliminated to balance budget
5744920 - SPECIAL EVENTS - YOUTH ACTIVITIES TASK FORCE	28,125	29,518	40,000	40,000	34,000	(6,000)	Funding reduced by 15% for Movies in Park, Essay Writing Contest, Halloween Haunted House, Break dancing Competition, Special Need Children Activities, Miami Lakes Rocks, Easter Egg Hunt, Sweetheart Dance, Bike Rideo
5744930 - SPECIAL EVENTS - ELDERLY AFFAIRS	5,942	4,133	0	0	0	0	Event is funded from Donations
5744934 - SPECIAL EVENTS - SENIOR GAMES	10,706	11,749	30,000	30,000	25,500	(4,500)	Funding reduced by 15% for Sr. Socials, Health & Wellness, Sr. Games, Sr. Common Assess, Sr. Lectures, Sr. Transp Bus Serv
5744930 - SPECIAL EVENTS - ELDERLY AFFAIRS COMMITTEE	0	0	26,000	26,000	6,000	(20,000)	Funding eliminated for Neighborhood Matching Grant, Earth day, Public Outreach, Landscape
5744940 - SPECIAL EVENTS - BEAUTIFICATION COMMITTEE	23,686	11,286	21,250	21,250	18,063	(3,188)	Funding reduced by 15% for Mailings and refreshments for two Business Seminars: Miami Lakes Chamber Showcase, Jingle Down Main Street \$7,500 donation and \$2,500 for barricades, Business Visitation Plaques; Welcome Packet, TML Business Promotion
5744950 - SPECIAL EVENTS - ECONOMIC DEVELOPMENT COMMITTEE	85,272	75,750	53,000	53,000	0	(53,000)	Funding Eliminated for SAT Prep Classes, School Site Enhancement/Educational Programs, Kids ID Cards, Youth Internship Funding, Imagination Library as part of budget balancing process
5744960 - SPECIAL EVENTS - EDUCATIONAL ADVISORY COMMITTEE	2,475	4,960	5,000	5,000	5,000	0	Veteran's Day Parade
5744992 - SPECIAL EVENTS	4,593	2,897	5,000	5,000	0	(5,000)	Proposed for elimination
5744990 - SPECIAL EVENTS - VETERAN'S DAY	20,000	20,935	20,000	20,000	20,000	0	Annual Contract for Fireworks
5744993 - SPECIAL EVENTS - EARTH DAY	20,000	20,935	20,000	20,000	20,000	0	10th year celebration was completed
5744994 - SPECIAL EVENTS - 4TH OF JULY	23,104	9,097	10,000	10,000	0	(10,000)	One-time funding during the current year
5744996 - SPECIAL EVENTS - 10TH YEAR ANNIVERSARY	3,218	3,218	20,000	20,000	0	(20,000)	One-time funding during the current year
5744997 - SPECIAL EVENTS - BACK TO SCHOOL			20,000	20,000	0	(20,000)	One-time funding during the current year
SPECIAL EVENTS - SUMMER EDUCATIONAL PROGRAMS			20,000	20,000	0	(20,000)	
SPECIAL EVENTS - ADDRESS VERIFICATION PROGRAM			0	0	0	0	Included in Administration
5725110 - CLS - OFFICE SUPPLIES	351						
Total 5720000 - COMMUNITY AND LEISURE SERVICES	2,375,110	2,304,678	2,466,598	2,517,768	2,233,857	(283,911)	

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TOTAL DEPARTMENTAL EXPENSE	15,549,450	14,205,883	14,820,400	14,881,946	14,379,659	(502,287)	
ADDITIONAL EXPENSE		-24,381					
COMPENSATED ABSENCES	22,389						
TRANSFER TO CAPITAL BUDGET							
FACILITIES							
IT SOFTWARE ACQUISITION		100,000	350,000	250,000	0	(250,000)	Additional transfer to complete the purchase of Financial Management Software as approved by Council in July 2011
MOVING COST			5,000	5,000	0	(5,000)	Move to new Town Hall expected in FY 13
BUILDING FURNITURE		250,000				0	Funds transferred to capital budget
COMPUTER EQUIPMENT			110,000	110,000	83,602	0	Purchase of power supplies, servers, and computers
NEW BUILDING LEGAL AND REAL ESTATE COST		196,200	25,000	25,000	0	(25,000)	Transaction cost for bond issue and real estate acquisition expenses
PUBLIC WORKS			34,800	34,800	0	(34,800)	Lighting improvement along OakCommerce/Boy Scout Road and 154th Street
COMMUNITY AND LEISURE SERVICES							
BOUNDLESS PLAYGROUND		65,986			0	0	
ROYAL OAKS PARK		240,972	85,828	85,828	0	(85,828)	Final transfer to close project \$45,828 & playground resurfacing \$ 40,000
FLORINDA ESTATES			2,431	30,000	0	(30,000)	Additional general fund match to complete project
NW 170TH STREET BIKEWAY			100,000	100,000	0	(100,000)	
SEVILLA ESTATES					100,000	0	Local match required for SNP grant
TRANSFER TO CAP RESERVE for allocation by Counsel							
MIAMI LAKES OPTIMIST PARK IMPROVEMENTS			192,083	192,083	0	(192,083)	
TOT-LOT REHABILITATION PROGRAM			125,000	125,000	21,100	(103,900)	FY 11 and FY 12 funding to match \$146,100 in SNP funds. This will complete all remaining parks
TRANSFER TO CAPITAL	0	853,158	1,030,142	957,710	204,702	(826,611)	
TRANSFER TO SPECIAL REVENUE FUND			525,000	525,000	0	(525,000)	Funding for Dividend payment
NON DEPARTMENTAL RESERVE				400,029	0	(400,029)	
ONIP PAYMENT TO COUNTY		0	1,195,933	1,195,933	154,000	(1,041,933)	Payments required thru 2023
TOTAL ADDITIONAL EXPENSES	22,389	853,158	2,751,075	3,078,672	356,702	(2,716,970)	
Total Expense	15,571,839	15,059,041	17,371,475	17,960,618	14,738,361	(3,222,257)	
Excess Revenue over Expenditure	2,916,669	1,527,804	15,958	0	0		



**SPECIAL REVENUE
AND
STORMWATER UTILITY FUND**

SPECIAL REVENUE FUND DETAIL

Local Option Gas Tax

Local Option Gas tax is derived from the six (6) cents which is imposed on Motor and Diesel Fuels. For Fiscal Year 2011-12, the Town anticipates receiving a total of \$371,162.

Additionally, the estimated carry-over funds are budgeted at \$491,943 for a total budget of \$863,105.

This funding is limited to transportation related activities. The activities funded for FY 2011-12 include: road system maintenance with \$200,000 for pot-hole repair, signage repair and general public works activities, \$200,000 for sidewalk repair and replacement of trip hazard sidewalks and \$40,000 allocated for stripping and signs.

Transit Revenue

The Town is anticipating revenues of \$1,788,468 for Fiscal Year 2011-12, which includes \$183,053 from the Public Transportation (PTP) Sales Tax dedicated to

transit operations, \$271,765 from a Federal Grant for bus shelters, and \$230,775 in prior year carry-over funds, a \$570,000 Federal Earmark for Trolley purchase, \$294,000 State Grant for Bus purchase and \$238,875 State Grant for Circulator Operations.

Police Impact Fees

Impact fees are paid based on new construction. The Police Impact Fees are budgeted under the Special Projects Fund to ensure that they are not comingled with routine

operating expenses. The Town anticipates only \$1,000 in FY 2011-12; however, \$300,000 are being earmarked for construction of the Police Station within the Government Center; \$288,130 will be transferred this year.

Town of Miami Lakes
Special Revenue Fund

Proposed Budget FY 2011-12

	Actual Ending Balance FY 2008-09	Actual Ending Balance FY 2009-10	Projected to End of Year FY 2010-11	Amended Budget June 2011 FY 2010-11	Proposed Budget FY 2011-12	Comments
TRANSPORTATION						
Revenue						
Local Option Gas Tax - 6 cents						
3120010	Current Year Revenue	\$372,582	\$358,469	\$382,000	\$371,162	Estimate provided by DOR
	Disaster Relief Funding - Hurricane Reimb.	\$0	\$0	\$0	\$0	
	Prior-Year Carry-Over Funds	\$0	\$392,423	\$573,943	\$491,943	
	Total Revenue	\$372,582	\$750,892	\$955,943	\$863,105	
Local Option Gas Tax - 6 cents						
5413400	Road System Maintenance	\$26,821	\$26,821	\$54,000	\$54,000	Safety improvements, beautification, irrigation
3819102	Transfer to Public Works Gen Fund	\$100,000	\$100,000	\$200,000	\$200,000	Reimbursement to the Public Works Department
5413411	Pothole Repairs	\$19,610	\$0	\$90,000	\$70,000	Reificis more aggressive approach
5413412	Sidewalk Replacement	\$101,660	\$49,308	\$100,000	\$200,000	Continue to replace trip-hazard sidewalks with Precision contract \$40,000 and campaign to repair sidewalks throughout the Town
5413412	Stripping and signs	\$30,048	\$820	\$20,000	\$40,000	Neighborhood stripping, sign replacement, and crosswalk improvements
5420020	Transfer to Capital ADA Improvements	\$0	\$820	\$0	\$0	No Transfer to Capital Budget
	Reserve for Road System	\$151,318	\$176,949	\$521,943	\$249,105	For Americans with Disability Act Improvements
	Total Expense	\$151,318	\$176,949	\$464,000	\$863,105	
	Balance	\$221,234	\$573,943	\$491,943	\$0	
TRANSIT						
Revenue						
3350019	Transit Revenue 20% share of PTP	\$152,035	\$154,601	\$167,375	\$183,053	20% of County Half Cent Sales Tax for transit uses only
3315050	State Grant for bus purchase	\$294,000	\$0	\$0	\$294,000	Purchase of bus for circulator service during Q1 of FY 2012 - Funds will be match using soft match dollars (non-cash) from State Toll Revenues
3315053	FTA Grant for Bus Shelters	\$0	\$0	\$271,765	\$271,765	No match requirement
3315054	Federal Earmark for Trolley Purchase	\$63,000	\$0	\$0	\$570,000	Federal Transit Authority Grant; No match requirement
3315051	State Grant for Bus purchase	\$0	\$0	\$52,000	\$0	Sponsorship required looking to MPO for 2011
3315055	State Grant for Circulator Operations	\$119,187	\$0	\$0	\$238,875	This is a portion of the \$294,000 grant and is reflected above
	Administration Revenue 5% of PTP	\$42,721	\$0	\$34,479	\$0	Operational funding for Town Circulator, match is \$238,875 from Transit Surtax Funds
	Prior-Year Carry-Over Funds	\$59,280	\$105,665	\$174,269	\$230,775	Moved to expenditure line
	Total Revenue	\$730,223	\$260,266	\$993,888	\$1,788,468	

**Town of Miami Lakes
Special Revenue Fund
Proposed Budget FY 2011-12**

	Actual Ending Balance FY 2008-09	Actual Ending Balance FY 2009-10	Projected to End of Year FY 2010-11	Amended Budget June 2011 FY 2010-11	Proposed Budget FY 2011-12	Comments
Transit Improvements						
FIA Grant for Bus Shelter						
5444512			\$0	\$258,176	\$258,176	Shelters expected to be installed in fall 2011
5444513			\$0	\$13,589	\$13,589	Program is being managed by Miami-Dade County
			\$0	\$271,765	\$271,765	
FIA Grant for Trolley						
5444514			\$0	\$150,600	\$204,600	
5444515			\$0	\$6,000	\$60,000	
5444516			\$0	\$54,000	\$0	
5444517			\$0	\$29,400	\$29,400	
			\$0	\$240,000	\$294,000	
5444514			\$0		\$570,000	Federal Earmark for Trolley Purchase; Sponsorship required looking to MPO for 2011 purchase
5445210			\$0		\$238,875	Expense as needed for operation of circulator service and establishment of park and ride locations to alleviate peak hour traffic congestion
			\$0		\$1,374,640	
Subtotal Grant Related Transit Expense						
Transit Surtax Related Expense						
5444610	\$12,886	\$102	\$13,000	\$0	\$25,000	Separate contract to be awarded
5444510	\$4,102	\$1,016	\$6,500	\$13,000	\$13,000	Maintenance contract for cleaning
5446320	\$68,400		\$0	\$6,500	\$6,500	Includes Ins. For bus and bus shelters
	\$0		\$0	\$0	\$0	
	\$0		\$0	\$0	\$0	
5443410	\$29,694		\$0	\$0	\$238,875	Expense as needed for operation of circulator service and establishment of park and ride locations to alleviate peak hour traffic congestion; Required match to State Grant for Circulator
5444511	\$1,322		\$0	\$0	\$0	
5444910	\$38,009	\$3,129	\$8,369	\$34,479	\$9,153	Administration 5% of PTP 20% for Transit
5443110	\$7,720		\$10,000	\$0	\$0	Preliminary work on Transit Master Plan
5443109	\$14,220			\$0	\$10,000	Required by Miami Dade County for approval of traffic calming devices
5443108	\$27,281		\$13,000	\$10,000	\$20,000	Speed tables have been requested in various locations
5443107		\$450	\$50,000	\$50,000	\$50,000	Based on recommendation from Transportation Master Plan
5444611	\$0	\$1,980	\$10,000	\$10,000	\$0	
		\$6,500	\$0	\$306,144	\$41,301	
	\$203,635	\$25,000	\$110,869	\$941,888	\$413,829	
			\$110,869	\$941,888	\$1,788,469	
	\$526,588		\$230,775	\$52,000	(\$0)	
Transit Expense						
Transit Balance						

Town of Miami Lakes
Special Revenue Fund

Proposed Budget FY 2011-12

	Actual Ending Balance FY 2008-09	Actual Ending Balance FY 2009-10	Projected to End of Year FY 2010-11	Amended Budget June 2011 FY 2010-11	Proposed Budget FY 2011-12	Comments
Impact Fees - Police						
Current Year Revenue		\$467	\$1,066	\$1,066	\$1,000	
Prior-Year Carry-Over Funds		\$286,597	\$287,064	\$287,064	\$288,130	Revenues collected as per Police Impact Fee Ordinance
Total Revenue		\$287,064	\$288,130	\$288,130	\$289,130	
Police Impact Fees - Transfer to Capital Project -Town Hall		\$0	\$288,130	\$288,130	\$288,130	Allocated for construction of police station within new Town Hall
Balance	\$286,597	\$287,064	\$0	\$0	\$1,000	
RESERVED FOR HOMEOWNERS DIVIDEND FUND						
Prior Year Carry-over Non-Ad Valorem Funds			\$525,000	\$525,000	\$0	
Dividend Expense						
			\$465,613	\$454,468	\$0	
Subtotal			\$467,188	\$454,468		
Balance			\$57,812	\$70,532		Transfer balance back to GF carryover @ end of year, could be used for employee bonuses
Other						
Interest Income	\$2,000	\$383	\$525,000	\$525,000	\$0	
Total Fund Revenue	\$1,104,775	\$1,298,605	\$2,111,217	\$2,763,461	\$2,940,703	
Total Fund Expenditure	\$354,953	\$176,949	\$1,387,999	\$2,710,961	\$2,940,704	
Excess Revenue over Expenditure	\$749,822	\$1,121,656	\$723,218	\$52,500	(\$0)	

STORMWATER UTILITY FUND DETAIL

Stormwater Utility Fund

The Stormwater Utility Fund is comprised of stormwater utility related revenue and expense, and can only be used for stormwater related purposes. The Stormwater Utility Fund revenue is estimated at \$1,001,062 for FY 2011-12, with \$692,348 of prior year carry-over revenues. Primary expenses include a \$700,000 transfer to the Capital Projects Fund for Stormwater Projects and \$168,500 for canal maintenance and others as listed below:

- **Acquisition of Vacuum Truck** The one-time expense for the vacuum truck is \$260,000; assuming a 15 year life, therefore, amortized annual cost will be \$17,500 plus recurring expenses \$106,000 for a total of \$123,500 for an annual savings of \$76,500

The recurring expenses include fuel (\$7,500), maintenance (\$18,000), dump fees (\$7,000), a driver assistant contracted staff person (\$30,240), and a vacuum truck driver who for insurance purposes will be a Town employee (\$47,600) for salary and fringe

- **Street Sweeping** The street sweeping agreement with Miami Gardens will allow us to significantly increase the number of sweeps from 30 to 52 per year at slightly lower annual cost than the prior contractor
- **Community Rating System** The Community Rating System (CRS) process historically has cost the Town up to \$52,000 in contracted service fees; through an interlocal agreement with Miami Gardens, we are reducing that expense to less than \$10,000 a year and are gaining the expertise of the foremost South Florida expert on the CRS process at a savings of approximately \$40,000 per year.
- **Canal Maintenance Agreement with Miami-Dade County** The Town is negotiating an agreement with Miami-Dade County for the provision of canal maintenance including herbicide, obstruction removal, mechanical harvesting, and culvert cleaning for \$55,000, and canal cleaning for \$35,000 per year. This contract was not in effect previously and will reduce the cost of herbicide treatment and will also provide mechanical harvesting, if needed. The lowest proposal submitted to perform the herbicide service alone was \$95,492 per year, with the savings the Town can engage a vendor to mow the slopes of the canals and increase the level of service for residents. The contract is scheduled to be presented to the Town Council in the fall of 2011

**TOWN OF MIAMI LAKES
STORMWATER UTILITY FUND
Proposed Budget
FY 2011-12**

	Actual Ending Balance		Actual Ending Balance FY 2009-10	Projected to End of Year FY 2010-11	Amended Budget June/July 2011 FY 2010-11	Proposed Budget FY 2011-12	Comments
	FY 2008-09	FY 2009-10					
Revenue							
3430090 · STORMWATER UTILITY REVENUE	\$975,833	\$983,278	\$1,015,236	\$1,015,236	\$1,015,236	\$1,001,062	Based on current trends
3315010 · RETRO-BILLING ADJUSTMENT (10/2003 to 09/2005)							
3610010 · DISASTER RELIEF FUNDING - HURRICANE REIMBURSEMENT	\$25,174	\$13,668	\$8,000	\$8,000	\$11,500	\$7,000	Reduced due to lower interest rates
· INTEREST INCOME	\$1,343,801	\$1,574,094	\$1,998,080	\$1,998,080	\$1,998,080	\$692,348	
· PRIOR YEAR CARRY - OVER FUNDS							
TOTAL REVENUES & OTHER RESOURCES	\$2,344,808	\$2,571,040	\$3,021,316	\$3,021,316	\$3,024,816	\$1,700,410	
Expense							
5819131 · TRANSFER TO CAPITAL FOR RENOVATIONS	\$0		\$1,600,000	\$1,600,000	\$1,600,000	\$700,000	Stormwater field inspector & Vacuum truck operator; 2 employees
5381210 · SALARIES AND WAGES	\$0		\$0	\$0	\$0	\$79,200	Based on new FRS rates
5382312 · RETIREMENT CONTRIBUTIONS	\$0		\$0	\$0	\$0	\$3,852	Based on salaries
5382110 · PAYROLL TAXES	\$0		\$0	\$0	\$0	\$5,508	Based on Health Coverage of approximately \$10,000 per year per employee
5382312 · HEALTH/LIFE INSURANCE	\$0		\$0	\$0	\$0	\$20,008	Reflects a savings resulting from the purchase & operation of vacuum truck.
5383415 · SYSTEM MAINTENANCE	\$268,142	\$200,852	\$200,000	\$200,000	\$200,000	\$83,440	52 sweeping cycles per year \$1,360/ea. This is an increase in the level of service from 28 sweeps per year due to the lower price received from Miami Gardens
5383440 · STREET SWEEPING AND LITTER COLLECTION	\$63,494	\$76,073	\$75,000	\$75,000	\$75,000	\$70,720	Vacuum truck operations and maintenance
5383421 · VACUUM TRUCK OPERATIONS AND MAINTENANCE						\$62,740	Payment to County for herbicide, obstruction removal, mechanical harvesting & culvert cleaning (\$55,000); Mowing of slope (\$50,000), Canal cleaning (\$35,000), for contingency (\$28,500)
5383441 · CANAL MAINTENANCE						\$0	Not budgeted
5384990 · HURRICANE COSTS	(\$1,572)		\$0	\$0	\$0	\$0	Annual payment to DERM for monitoring
5383432 · NPDES - MS4 PERMIT MONITORING FEE TO DERM	\$23,850	\$23,850	\$24,655	\$24,655	\$23,850	\$25,000	Engineering review of model
5383130 · NPDES - COMPUTER DISCHARGE MODEL	\$17,908	\$9,500	\$10,000	\$10,000	\$15,000	\$15,000	Increase reflects acceleration of capital/stormwater projects & inspection needs of swale and private systems.
5383120 · INSPECTION SERVICES	\$39,292	\$52,725	\$52,000	\$52,000	\$52,000	\$30,000	Reduction due to stormwater field analyst
· MASTER PLAN UPDATE	\$0		\$75,000	\$75,000	\$75,000	\$0	To be completed in FY 11

**TOWN OF MIAMI LAKES
STORMWATER UTILITY FUND
Proposed Budget
FY 2011-12**

5383450	· WASD FEE COLLECTION	\$30,836	\$27,561	\$32,000	\$32,000	\$32,000	WASD fee to collect Stormwater charges
5383110	· PROFESSIONAL SERVICES - ENGINEERING			\$38,000	\$38,000	\$10,000	Engineering fee for SW work, reduced due to increase in-house capabilities and support from Miami Gardens
5383110	· PROFESSIONAL SERVICES - INTERLOCAL WITH MIAMI GARDENS	\$16,489	\$5,413	\$0	\$10,000	\$5,000	Technical support for CRS application
5383110	PROFESSIONAL SERVICES - LEGAL			\$30,000	\$20,000	\$30,000	Legal fee for SW work
5381010	STORMWATER - UTILITY DIRECTOR	\$0		\$20,000	\$0	\$32,000	Reimburse a portion of PW Director salary
5383460	· STORMWATER - UTILITY ADMINISTRATION	\$100,000		\$40,000	\$100,000	\$100,000	Overhead charges for support of utility
5383420	· REPAIRS AND IMPROVEMENTS	\$39,455	\$11,396	\$0	\$50,000	\$0	Per stormwater management master plan
5810001	· CONTINGENCY	\$0		\$1,000	\$1,000	\$6,000	Required for CRS: the American Association of Flood Plain Managers, FL SW Association, & FL Flood Management Association
5385410	· BOOKS / PUBLICATIONS / SUBSCRIPTIONS / MEMBERSHIPS	\$0	\$530	\$500	\$2,000	\$1,000	Mandated training for CRS certifications
5385420	· EDUCATION, TRAINING AND TRAVEL	\$99	\$1,493	\$1,950	\$65,000	\$20,000	Flood management program - target to reduce from 6 to 5
5383430	· COMMUNITY RATING SYSTEM - FEMA PROGRAM	\$16,686	\$12,450	(\$137)	\$25,000	\$10,000	Required for NPDES and CRS annual certifications
5385430	· PUBLIC OUTREACH AND WORKSHOPS FOR MS4 PERMIT	\$0	\$7,810	\$70,000	\$70,000	\$70,000	GNIP Debt service payments
5177010	· STORMWATER - DEBT SERVICE PAYMENT	\$69,620	\$69,570	\$0	\$368,161	\$110,442	Contingency for SW project needs
5810001	· STORMWATER - RESERVE			\$2,328,968	\$2,622,350	\$1,700,410	
	TOTAL STORMWATER EXPENSES	\$770,715	\$572,960	\$2,328,968	\$2,622,350	\$1,700,410	
	Excess Revenue over Expenditure	\$1,574,093	\$1,998,080	\$692,348	\$402,466	(\$0)	



CAPITAL PROJECTS FUND

CAPITAL PROJECTS FUND DETAIL

General

The Proposed Capital Budget consists primarily of four programs: Community and Leisure Services, Transportation Improvements, Stormwater Improvements and a Facility Development program. The total budgeted expense for all four areas is \$7,278,986 for FY 2011-12.

The Transportation Improvement program is based on the Road Improvement Report that was updated in 2011. This program has been modified to ensure that road resurfacing projects are coordinated with Stormwater improvements. This will allow for prioritization of Stormwater related drainage projects.

Capital Program Allocation for FY 2011-12

The primary Transportation and Stormwater capital projects schedule for FY 2011-12 are as follows:

Public Works Improvements

- **Downtown I and II Roadway and Drainage Improvements:** With a total estimated project cost of \$1,537,000, \$630,000 is for roadways, and \$907,000 is for drainage. This includes the following 4 subprojects:
 - Miami Lakeway North East of Ludlum The resurfacing improvements included the portion of Miami Lakeway North between Celebration Point and Miami Lakes Drive and NW 153rd Street from Miami Lakeway North to NW 60th Avenue. The project also included drainage system improvements such as new storm water inlets, a new outfall connection, and an exfiltration trench for water quantity and quality treatment. New pavement markings and signage was included as well. This project has been completed.
 - Bull Run, Main Street, and Meadow Walk This project is located west of Ludlum Road, in the west section of the Miami Lakes downtown area. Bull Run provides access to the Town Center area, the Fountain House Development, the Meadow Walk Development, and a 2.2-acre Town Park. The project will consist of resurfacing and drainage system improvements such as new storm water inlets and exfiltration trench for water quantity and quality treatment. New pavement markings and signage will be included as well. This project will address resurfacing projects classified as Fair 5 in the Roadway Assessment Report. This project is currently under design, with completion anticipated for the middle of FY 2011-12

- Miami Lakes Drive from Miami Lakeway North to Cowpen This project will include resurfacing, localized drainage improvements, pavement markings, and signage included in the Storm Water Capital Budget. This project will address resurfacing projects classified as Fair 5 in the Roadway Assessment Report. Currently under design, this project has an expected completion date for the middle of FY 2011-12
- Miami Lakeway North West of Ludlum The resurfacing improvements will include the portion of Miami Lakeway North between Miami Lakes Drive and Ludlum Road west of Ludlum. This project will include resurfacing, localized drainage improvements, pavement markings, and signage included in the Storm Water Capital Budget. This project will complete resurfacing projects classified as Fair 5 in the Roadway Assessment Report. The project is currently under design, with an expected completion date in the middle of FY 2011-12
- **Lake Patricia** Of the total estimated project cost, \$82,000 is for roads and \$470,000 is for drainage. This project will allow the Town to resurface roadways in the Lake Patricia neighborhood. The project is generally located east of Ludlum Road and south of Miami Lakeway South, in the southeast residential section of Town. This project represents the roadways classified as Fair 6 in the Town's Roadway Assessment Report that only require minor drainage improvements included in the Storm Water Capital Improvement budget. The project is currently under design with anticipated completion in early 2012 (\$552,000)
- **Lake Martha** the paving components for Lake Martha are \$92,000. Drainage improvements may be needed and will be budgeted based on the results of the Stormwater Master Plan Update (\$92,000)
- **Lake Sarah** the paving components for Lake Sarah are \$112,000. Drainage improvements may be needed and will be budgeted based on the results of the Stormwater Master Plan Update (\$112,000)
- **Traffic Calming** Traffic calming installations include implementation of new speed tables in ten locations throughout Town at a cost of approximately \$6,000 each. Four of the locations are identified as follows: 139 Street between 87th Avenue and 89th Avenue, 162nd Street between 84th Place and 86th Court, 82nd Avenue between 154th street and 170th Street, and 168th Street between 87th Court and 89th Place. Six additional locations are to be determined. The proposed funding is indicative of our desire to conduct traffic studies and address traffic calming issues aggressively (\$65,000)
- **Construction of 154th Street between 84th and 89th Avenue** Miami-Dade County is proceeding with the design and construction 87th Avenue, and the Town may wish to construct NW 154th Street Right-of-Way prior to the Developer completing the road. If we were to do that, the Town will be reimbursed for all related costs by the property owner.

An inter-local agreement has been drafted by the County and will be presented to the Town Council for approval in September; the interlocal is for the design and construction from 84th Avenue through 200' west of 87th avenue for \$1,750,000.

Town Council direction is sought as to whether we go forward with this initial phase of the project and how the expense should be funded. I recommend that we develop this segment concurrent with the County's 87th Avenue project and that we access the Sunshine State Loan program to borrow the initial project funding; alternatively, we can upfront the funds from the Capital Transportation Fund balance, currently at \$2,100,000 (\$1,750,000)

- **Stormwater Master Plan Completion** On December 14, 2010, the Town Council approved a contract to complete an update of the Town's Stormwater Master Plan, due to the lack of rain required for analysis of the stormwater system, the final plan is still a work in progress. We anticipate submission of revised plans by the Town Engineer prior to the second budget hearing. At that time we will have additional Stormwater related Capital projects to incorporate into the multi-year section of the Proposed Budget, these will be based on the needs assessment and priorities set by the plan update

Community and Leisure Services Improvements

- **NW 170 ST Greenway Development** Town staff is in the process of finalizing preliminary design of a greenway which will include a multi-use trail, observation and picnic areas using the public right-of-way (ROW) on the south side of NW 170th Street between NW 89th Avenue and NW 77th Court. The development of this section of ROW would provide much needed aesthetic improvements to the property while also providing for safe bicycle and pedestrian access.

The Greenway will be completed in phases as funding is made available. The first phase will consist of the development of a multi-use trail for pedestrian and bicycle access, signage, rest areas, water fountain and amenities such as benches and waste containers, and the installation of a boardwalk-style perimeter fence from NW 89 Avenue east to NW 82 Avenue. Presently, the Town is slated to begin Phase I construction this fall, with a completion date of spring 2012. The Town was awarded a \$100,000 Land and Water Conservation Fund grant to assist in the development of this area (\$176,000)

- **Miami Lakes Parks Water and Sewer Connection** Presently, the water/wastewater systems at the Miami Lakes Optimist Park on septic tanks. As part of the permitting requirements for the 2008 marina/canal restroom development project, the County's Department of Environmental Resource Management (DERM) required the Town to connect its facilities to the County's sewer system as septic tank systems are not permitted for facilities on non-residential lands. Because the required water/sewer connection was cost prohibitive at the time and the Town was planning future facility upgrades at the park, the Town requested a five-year extension to the permit

requirements. The request was approved with a construction deadline date of April 2013.

With the construction deadline of April 2013, the time extension requires the Town to have contracts and permits in place for the construction of the water/sewer connection at the park on or before April 10, 2012; furthermore, this project is required prior to implementing any future improvements at this park. I am recommending that we allocate \$600,000 from the Town's fund balance for this project. (\$600,000)

- **Miami Lakes Park Improvements – Basketball and Tennis Courts** The Town is planning to construct new basketball courts and refurbish and add lighting to the existing tennis courts. This project is slated to begin in the winter of 2011 and be completed in the Spring of 2012 (\$192,083)
- **Tot-Lot Equipment Replacement Program** In an ongoing effort to renovate elements of the Town's Park infrastructure, twelve pocket parks will be renovated this year and receive new play equipment, the installation of new safety surfacing, and improved connections to the existing sidewalk with new sidewalks. The completion of this tot lot replacement phase will complete our tot lot renovation program which began in 2005. Construction is set to begin the fall of 2011 with a completion date of the summer of 2012. The Town will utilize funds acquired from the County's Safe Neighborhood Parks Grant program (\$146,100) with a Town match of \$146,100 to complete the project (\$292,000)
- **Sevilla Estates Park** Located at 8901 NW 169 Terrace. Project elements include a playground, swing set, sports court, fishing area, sidewalks, fencing, landscaping, and irrigation. This project was submitted as part of the County's Safe Neighborhood Parks Grant Program. Now that the grant is awarded, the County will contribute \$100,000 and the Town will match \$100,000 for a total project amount of \$200,000. Presently, the Town is slated to begin construction this Fall with a completion date of Summer 2012 (\$200,000)
- **Swimming Pool** One of the Town's Strategic Plan initiatives is the construction of a community swimming pool. A white paper to be presented at the September Council meeting will outline the operational requirements, costs, potential locations, and overall feasibility of a pool. If the Council would like to move forward with the construction of the pool, funding will have to be placed in the Town's capital budget for its construction. Potential funding options include accessing a Sunshine State Loan or providing an allocation from fund balance; however, no funding is included in the Proposed Budget

**Town of Miami Lakes
Capital Project Fund
Proposed Budget FY 2011-12**

		Actual Ending Balance FY 2008-09	Actual Ending Balance FY 2009-10	Projected to End of Year FY 2010-11	Amended Budget June 2011 FY 2010-11	Proposed Budget FY 2011-12	Comments
	Park Improvements Revenue						
	Park Impact Fees- Transfer from Operating Budget	\$0					
3630027	Park Impact Fees Collected	\$3,271	\$3,323	\$7,595	\$0	\$10,000	
3819101	SNP for 169th Terrace - Sevilla Estates	\$0	\$0	\$0	\$0	\$100,000	Requires \$100,000 GF match Closed in 10-11
	Slate Grants - Florida Land and Water Grant - Miami Lakes Park		\$200,000				
3340008	Slate Grants-Florida Land and Water Grant NW 170ST Greenway- Bike Path				\$100,000	\$100,000	Extension request granted through FY 2012; requires \$100,000 GF match
	Slate Grants-Florida Recreational and Development Grant- Boundless Playground-MLP	\$0	\$112,500				Closed in 10-11
3347012	Slate Grants-Florida Recreational and Development Grant- Florida Estates			\$67,127	\$67,127		Closed out with final report issued FY 2011; Required match of land value \$30,000
	Florida Estate Land In-Kind Contribution			\$0	\$0		
	County's General Obligation Bond Program for ROP	\$1,298,299		\$206,000	\$0		
	Interest	\$1,944			\$0		
	Donations for Boundless Playground		\$29,136		\$0		Project Completed
3377011-3377012	County SNP Funds (for Lots & other park approvals)			\$100,000	\$246,100	\$146,100	Requires GF Match 1 to 1
3819101	Transfer from Fund Balance				\$0	\$600,000	
	GOB Revenues funding pending to be received				\$0		
	Transfer from General Fund - Match for FRDAP for Boundless Playground	\$0		\$0	\$0		
	Supplemental Transfer from General Fund for Boundless Playground		\$65,986		\$0		
3819101	Transfer from General Fund - Match for FRDAP for 169 Terr - Sevilla Estates				\$0	\$100,000	
	Transfer from General Fund - Match for Florida L & W NW 170 St Greenway Project			\$100,000	\$100,000		
	Transfer from General Fund - Match for Florida Estates			\$2,431	\$30,000		
	Transfer from General Fund - to complete Royal Oaks Park Community Center		\$240,972	\$45,828	\$45,828		
	Transfer from General Fund - Royal Oaks Park Playground Resurfacing			\$40,000	\$40,000		
	Transfer from General Fund - M Lks Park			\$192,083	\$192,083		
3819101	Transfer from General Fund Tot Lot Renovations	\$0		\$125,000	\$125,000	\$21,100	
	Sub-total Revenues	\$0		\$505,342	\$533,631	\$121,100	
	Prior-Year Carry-over Funds	\$1,303,514	\$651,917	\$886,064	\$946,858	\$1,077,200	
		\$623,207	\$445,512	\$103,979	\$103,979	\$648,432	
	Park Improvements Total Revenue	\$1,926,721	\$206,405	\$782,085	\$842,879	\$1,725,632	

**Town of Miami Lakes
Capital Project Fund
Proposed Budget FY 2011-12**

		Actual Ending Balance FY 2008-09	Actual Ending Balance FY 2009-10	Projected to End of Year FY 2010-11	Amended Budget June 2011 FY 2010-11	Proposed Budget FY 2011-12	Comments
	Park Improvement Expenses						
	1 Royal Oaks Park						
	Art in Public Places for Community Center				\$15,000		
	Permit Fees				\$0		
	Construction of Phase III - Community Center			\$40,000	\$16,378		
	Playground Surfacing				\$40,000		
	Total				\$71,378		
	Contingency	\$0			\$0		
	Grand Total for Royal Oaks Park	\$2,165,970	\$33,281		\$71,378		
	2 Acquisition & Development of Tot-Lots/Mini-Parks	\$5,780	\$25,537	\$0	\$125,000	\$292,000	SNP and GF \$146,000 x 2
5726120	Rehab existing tot-lots	\$0	\$0		\$0	\$0	Will require future funding
	Rehab tot-lots Irrigation	\$0	\$0	\$77,153	\$80,000	\$200,000	Project completed in FY 11
5726310/5723	Park Development - Florida Estates				\$0	\$0	
5726310/5720	Park Development at 169 Terr and 89 Court - Sevilla Estates	\$0		\$16,500	\$192,500	\$176,000	
	3 NW 170 St Greenway Development - Bike Path				\$0	\$0	
	4 Miami Lakes Pool				\$0	\$0	
	5 Miami Lakes Youth Center	\$1,741	\$5,000		\$0	\$0	
	6 Funding for Beautification; matching grant				\$0	\$0	
	Miami Lakes Park - General Improvements				\$0	\$0	
	Boundless Playground		\$247,169		\$0	\$600,000	
5720003/5001	Miami Lakes Community Center				\$0	\$0	
	Water and Sewer Connection into the Park				\$0	\$0	
5720003/5002	Park Re-development program	\$200,067	\$247,169		\$192,083	\$192,083	Renovation, fencing and lighting of basketball and tennis courts
	Grand Total for Miami Lakes Park	\$200,067	\$247,169		\$192,083	\$292,083	
	Reserver for Parks	\$2,373,559	\$310,987	\$133,653	\$42,879	\$1,725,632	
	Park Improvement Expenses Total	\$4,446,838	\$104,562	\$648,432	\$0	\$0	
	Balance						

**Town of Miami Lakes
Capital Project Fund
Proposed Budget FY 2011-12**

		Actual Ending Balance		Projected to End of Year	Amended Budget June 2011	Proposed Budget	Comments
		FY 2008-09	FY 2009-10				
Transportation Improvement Revenue							
3350019	Half Cent Sales Transportation Tax	\$570,131	\$618,403	\$669,500	\$669,500	\$732,210	
	Interest Income				\$0	\$0	
	Transfer from General Funds	\$0	\$603		\$0	\$0	
	Transfer from Special Project Fund - Local Option Six Cent Gas Tax	\$143,310			\$152,038	\$141,887	
3120042	Local Option Gas Tax - Three Cents	\$713,441	\$137,137		\$821,638		
	Sub-total Revenues	\$1,361,641	\$756,143	\$1,331,456	\$1,331,456	\$2,177,420	
	Prior-Year Carry-over Funds			\$651,969	\$651,969		
	Inception to date additional fund balance	\$2,075,082	\$2,087,599	\$2,652,925	\$2,804,963	\$3,051,517	
Transportation Improvement Revenue Total							
Transportation Improvement Expense							
	1 NW 87th Ave - Landscaping, Irrigation, & Lighting						
	1 Landscaping and Irrigation Improvements on 87th Avenue between 154 Street to 170th Street	\$0			\$0	\$0	Funding will be required when the County completes road segment. Developer will reimburse 154th to 162 St segment
Improvements Based on Road Assessment Report							
5416310/5403	2 Downtown Improvements Phases I and II			\$75,000	\$284,000	\$184,000	Total project cost is estimated to be \$1,337,000 of which \$630,000 is for roads and \$907,000 is for drainage
5416310/5404	3 Lake Patricia (D)			\$1,780	\$100,000	\$80,220	Total project cost is estimated to be \$552,000 of which \$82,000 is for roads and \$470,000 is for drainage
5416357	4 NW 59 Ave & 165 Terr, 60th Avenue (138th to Miami Lakes Dr), NE Industrial Area			\$90,000	\$150,000	\$115,000	Total project cost is estimated to be \$300,000 of which \$205,000 is for roads and \$95,000 is for drainage
5416351	5 Lake Martha (D)				\$0	\$92,000	Combined with Project # 5
	Loch Ness(D)				\$0	\$0	Combined with Project # 2
	Lakes Suzy, Sarah, Hilda areas				\$0	\$0	Combined with Project # 2
	Main Street				\$0	\$0	Combined with Project # 2
	Family Tree Program				\$0	\$0	Combined with Project # 2
	Business-Park-East				\$0	\$0	
	Replace-Street-Name Signs	\$184,970			\$0	\$0	
	7 Entrance Features at seven locations (3 completed)	\$27,196			\$0	\$0	
	7 Contingency sidewalks/curbing		\$4,730		\$30,000	\$30,000	Combined with Project # 14
5414807	6 Street Lighting Assessment and Updating			\$0	\$34,800	\$65,000	Approx \$6,000 for each installation
	7 Traffic Calming				\$0	\$0	
	8 Commerce Way	\$178,761			\$0	\$0	
	9 Eagle Nest	\$100,176	\$39,769		\$0	\$0	
	10 Various Projects (mainly resurfacing + New Median)	\$52,522			\$50,000	\$50,000	
	11 New Sidewalks/Curbing/Parallel		\$53,197		\$30,000	\$30,000	
	12 Replace Street Name Signs		\$7,025		\$0	\$0	
	12 Crooked Palm Neighborhood Resurfacing			\$25,250	\$0	\$0	To be completed in FY 11
5416355	13 154 Street Roadway Construction (84th to 89th)						Direction from Council on funding mechanism needed
	14 Lake Sarah				\$0	\$112,000	
3350019	Administration Revenue 5% of PTP	\$543,625	\$3,580	\$33,475	\$713,800	\$36,611	
5413410	Transfer to Stormwater Capital Account	\$200,000		\$250,000	\$250,000	\$250,000	
	Reserve for Transportation Improvement Expense Total	\$1,287,250	\$108,301	\$475,505	\$1,841,163	\$2,116,887	
	Balance	\$787,832	\$1,979,298	\$2,177,420	\$743,800	\$0	
	(D) Denotes project will be part of a drainage improvement						

**Town of Miami Lakes
Capital Project Fund
Proposed Budget FY 2011-12**

	Actual Ending Balance	Actual Ending Balance	Projected to End of Year	Amended Budget June 2011	Proposed Budget	Comments
Stormwater Improvement Revenue						
3819141	\$0	\$0	\$1,600,000	\$1,600,000	\$700,000	
						Transfer from Stormwater Operating Acct.
						Transfer from Parks - Miami Lakes Parking Lot
						Transfer from Transportation Funds- Miami Lakeway North
						County's General Obligation Bond Program
						Interlocal from MD School Board
3330000			\$567,717	\$611,900		Federal Stimulus Funding
						Likely draw down in 11-12; Requires match of \$1,123,830
3340038	\$0	\$0	\$0	\$200,000	\$200,000	State Grants for Bull Run Roadway Improvements
3384931	\$200,000	\$200,000	\$250,000	\$250,000	\$250,000	Transfer from Transportation Funds
	\$200,000	\$200,000	\$2,417,717	\$2,661,900	\$1,150,000	Sub-total Revenues
						Prior-Year Carry-over Funds
	-\$479,688	-\$471,762	-\$688,125	-\$688,125	\$1,051,653	
	\$(279,688)	\$(471,762)	\$1,729,592	\$1,973,775	\$2,201,654	
						Stormwater Improvement Revenue Total
Stormwater Improvement Expense						
						Miami Lakeway North - South of Celebration Point Road and Drainage Improvements:
	\$50,000	\$188,813	\$481,989	\$481,989		1 Design Build, Total contract \$639,717
		\$25,000	\$112,950	\$112,950		2 Miami Lakeway N - Road and Drainage Improvements- CEI (Per Fed Mandate)
						3 Downtown Improvements Phases I and II
5386310/5351			\$0	\$900,000	\$907,000	4 Lake Elizabeth 1 & 3, Lake Carol 2,3 and Lake Sandra Design
						5 Lake Elizabeth 1 & 3, Lake Carol 2,3 and Lake Sandra Permit
						6 Lake Elizabeth 1 & 3, Lake Carol 2,3 and Lake Sandra Construction
						7 Minor drainage associated with Cowpen Rd, Gage Pl
						4 Drainage associated with Miami Lakeway North from MLD to Ludlam
						Total project cost is estimated to be \$1,537,000 of which \$630,000 is for roads and \$907,000 is for drainage
5386310/5360			\$0	\$0	\$95,000	5 NW 59 Ave & 165 Terr, 60th Avenue (138th to Miami Lakes Dr.), NE Industrial Area
						6 Lake Patricia
5386310/5381			\$53,000	\$310,000	\$417,000	10 Business Park East
						7 Lake Martha
	\$98,335					8 Cowpen, Gage, Meadow walk
	\$3,200					13 Loomness
	\$5,533					9 Lake Elizabeth
5386310/5386	\$35,007		\$30,000	\$30,000	\$30,000	10 Various Localized Drainage Improvements
						11 FEMA Funded Project - Local Match
5386310/5364		\$2,550		\$0	\$0	12 Vacuum Truck Purchase
5386310/5362						13 NW 79th Avenue - North of 154th street
						NW 60th Avenue between 138th and Miami Lakes Drive
			\$0			Reserve for Stormwater
	\$192,074	\$216,363	\$677,939	\$138,836	\$392,654	
	-\$471,762	-\$688,125	\$1,051,653	\$0	\$0	Stormwater Improvement Expense Total
						Fund Balance
						Combined with Project # 8

Town of Miami Lakes
Capital Project Fund
Proposed Budget FY 2011-12

		Actual Ending Balance	Actual Ending Balance	Projected to End of Year	Amended Budget June 2011	Proposed Budget	
		FY 2008-09	FY 2009-10	FY 2010-11	FY 2010-11	FY 2011-12	Comments
	Facilities and Equipment Development Revenue						
	County's General Obligation Bond Program	\$0	\$0		\$0		
	Slate Grant	\$0	\$0		\$0		
	Transfer from General Fund	\$0	\$8,950		0		
	Transfer from General Fund IT Software Acquisition		\$100,000		\$250,000		
	Transfer from General Fund Moving Cost		\$5,000		\$5,000		
3819104/507	Transfer from General Fund Computer Equipment			\$110,000	\$110,000	\$83,602	
	Transfer from General Fund New Building Realstate Cost						
	Council Allocation from CPF (dividend balance)						
	Carry-over Funds	\$0	\$108,950	\$100,000	\$267,501	\$2,659	
	Facilities and Equipment Development Revenue Total	\$0	\$108,950	\$565,000	\$632,501	\$86,261	
	Facilities and Equipment Development Expense						
	Accounting Software			\$200,000	\$100,000		
	Permitting System Software			\$250,000	\$250,000		
	Furniture Purchase			\$0	\$0	\$0	
5134915	Moving Expenses			\$2,341	\$5,000	\$2,659	
	Legal cost of real estate acquisition		\$8,950		\$0	\$0	
	Acquisition of vehicles				\$0	\$0	
	Information Technology						Servers, power supply and computers needed for new system implementation
5136420	Transfer to General Fund per Council Allocation			\$110,000	\$110,000	\$83,602	
	RESERVE (for allocation by Council)			\$0	\$0	\$0	
	Reserve for Facilities and Equipment	\$0			\$0	\$0	
	Facilities and Equipment Development Expense	\$0	\$8,950	\$562,341	\$465,000	\$86,261	
	Balance		\$100,000		\$167,501	\$0	

**Town of Miami Lakes
Capital Project Fund
Proposed Budget FY 2011-12**

	Actual Ending Balance FY 2008-09	Actual Ending Balance FY 2009-10	Projected to End of Year FY 2010-11	Amended Budget June 2011 FY 2010-11	Proposed Budget FY 2011-12	Comments
Town Hall Development Revenue						
Bond Issue				\$6,102,830		
GOB Police Facility - Land Acquisition				\$500,000		A construction fund was created as required by the Bond Ordinance to track all funding, acquisition, and construction expense. This information is reflected there in FY
Police Impact Fee Revenue				\$300,000		
Bond Finance Allocation from FY 2009-10 C/O		\$187,050		\$96,095		
Real Estate Acquisition FY 2010-11			\$25,000	\$25,000		
Furniture Allocation in FY 2009-10		0	\$0	\$250,000	\$0	
General Fund Reserve Allocation			\$0	\$0		
Carry-over Funds		\$0	\$437,050	\$0	\$213,922	
Town Hall Development Revenue Total	\$0	\$437,050	\$462,050	\$7,273,925	\$213,922	
Town Hall Development Expense						
Land Acquisition & Building Construction				\$6,489,000		To Construction Fund
Fixtures, Furniture, & Equipment Acquisition			\$151,641	\$363,830	\$98,359	Available for new curbsides
Bond Financing Cost			\$96,487	\$86,095		To Construction Fund
Radio Station Equipment			\$0	\$100,000	\$75,000	To Construction Fund
Reserve and Acquisition Cost				\$225,000	\$40,563	To Construction Fund
Town Hall Development Expense Total	\$0	\$0	\$248,128	\$7,273,925	\$213,922	
Balance	\$0	\$437,050	\$213,922	\$0	\$0	
Total Revenues - Capital Budget	\$1,931,192	\$1,931,192		\$13,528,043	\$7,278,986	
Total Expenses - Capital Budget	\$644,601	\$644,601		\$14,104,342	\$7,278,986	
Revenue Less Exp	\$1,286,591	\$1,286,591		-\$576,299	\$0	



**ELECTRIC UTILITY TAX REVENUE
AND
GOVERNMENT CENTER
CONSTRUCTION FUND**

ELECTRIC UTILITY TAX REVENUE FUND
AND
GOVERNMENT CENTER CONSTRUCTION FUND
DETAIL

Electric Utility Tax Revenue

The bond covenants require that the electrical utility tax revenue is first utilized to make debt service payments; therefore, the Electric Utility Tax Revenue Fund was created to ensure the appropriate capture of the revenue. The FY 2011-12 Proposed Budget includes \$2,825,378 in revenue and \$688,673 in expense. All unused funds are then transferred back to the General Fund for any purpose.

Government Center Construction

The bond covenants require that all bond-related expenditures are captured and tracked in a separate fund, therefore, the Government Center Construction Fund was created to ensure the appropriate capture of all bond-related expenditures in compliance with IRS regulations. The FY 2011-12 Proposed Budget includes \$3,651,501 in revenue and \$3,230,000 for construction related expenses.

Town of Miami Lakes
 Electric Utility Tax Revenue Fund
 Proposed Budget FY 2011-12

	Amended Budget FY 2010-11	Proposed Budget FY 2011-12
Revenue		
3140010 - UTILITY TAX SERVICE ELECTRICITY	2,300,000	2,359,227
CARRYOVER - INTEREST WITH PAYING AGENT		269,176
361100 - CAPITALIZED INTEREST	420,516	
361200 - INTEREST REVENUE	3,437	5,000
INTEREST IRS REBATE	84,256	191,975
Total Revenue	2,808,208	2,825,378
Expense		
5133210 - ANNUAL DAC FEE	500	1,500
5133220 - 8030 CP FILINGS FEES	100	200
5134920 - REGISTRAR AND PAYING AGENT FEES	0	1,350
INTEREST EXPENSE WITH PAYING AGENT	137,125	137,124
BONDHOLDER INTEREST PAYMENT	240,730	548,499
Total Expense	378,455	688,673
BALANCE BEFORE TRANSFERS	2,429,753	2,136,705
600011 - TRANSFER NET TO GENERAL FUND	2,299,400	2,136,705
BALANCE	130,353	0

**Town of Miami Lakes
Government Center Construction Fund
Proposed Budget FY 2011-12**

	Amended Budget FY 2010-11	Proposed Budget FY 2011-12	2012-13	Comments
Revenue				
361100 - CARRYOVER PRIOR YEAR BALANCE		3,646,318	421,525	
600010 - INTEREST STATE BOARD OF ADMIN	6,891	5,208	1,125	
600020 - TRANSFER FROM CAPITAL -TOWN HALL PROJECT	96,487	0	0	
	6,248,603	0	0	
		0	500,000	Impact fees remain in Capital Fund until bond proceeds are spent down
361200 - TRANSFER POLICE IMPACT FEES	254	0	300,000	
		0	0	
Total Revenue	6,352,234	3,651,525	1,222,650	
Expense				
BUILDING CONSTRUCTION COSTS				
513001 - ISSUANCE COSTS				
5133100 - FINANCIAL ADVISOR FEES	32,471			
5133110 - UNDERWRITERS DISCOUNT	125,318			
5133120 - PAYING AGENT FEES	1,850			
5133130 - DISSEMINATION AGENT FEE	1,500			
5133140 - RATING AGENCY FEES	27,600			
5133154 - BOND COUNSEL FEES	50,000			
5134010 - TRAVEL EXPENSES	979			
5134710 - PRINTING EXPENSE	2,542			
SUBTOTAL ISSUANCE COSTS	242,260	0		
PROJECT DEVELOPMENT, ENGINEERING, AND CONSTRUCTION COSTS				
5143110 - LEGAL FEES	4,465			
5166109 - GEO-TECHNICAL EXPLORATION	8,210			
5166110 - PROF SERVICES - TOWN HALL DESIGN	9,900			
5166111 - SITE ASSESSMENT	1,200			
5166190 - LAND (ACQUISITION & CLOSING)	2,261,882			
5134810 - PROJECT MANAGEMENT COSTS	10,000	30,000	20,000	
			337,398	
CONSTRUCTION COSTS - CONTRACT	168,000	3,200,000	865,252	KVC Contract value is \$4,233,204; GMP \$4,088,204 + fixed furniture \$145,000
Total Expense	2,705,917	3,230,000	1,222,650	
BALANCE	3,646,318	421,525	0	



NOTES