

Proposed Operating and Capital Budget FY 2012-13



Table of Contents




Budget Message
Introduction
Functional Organizational and Staffing Positions by Department Charts
General Fund
Special Revenue and Stormwater Utility Fund
Capital Projects Fund
Electric Utility Tax Revenue and Government Center Construction Fund
Notes



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 2012-13

Date: September 11, 2012

Recommendation

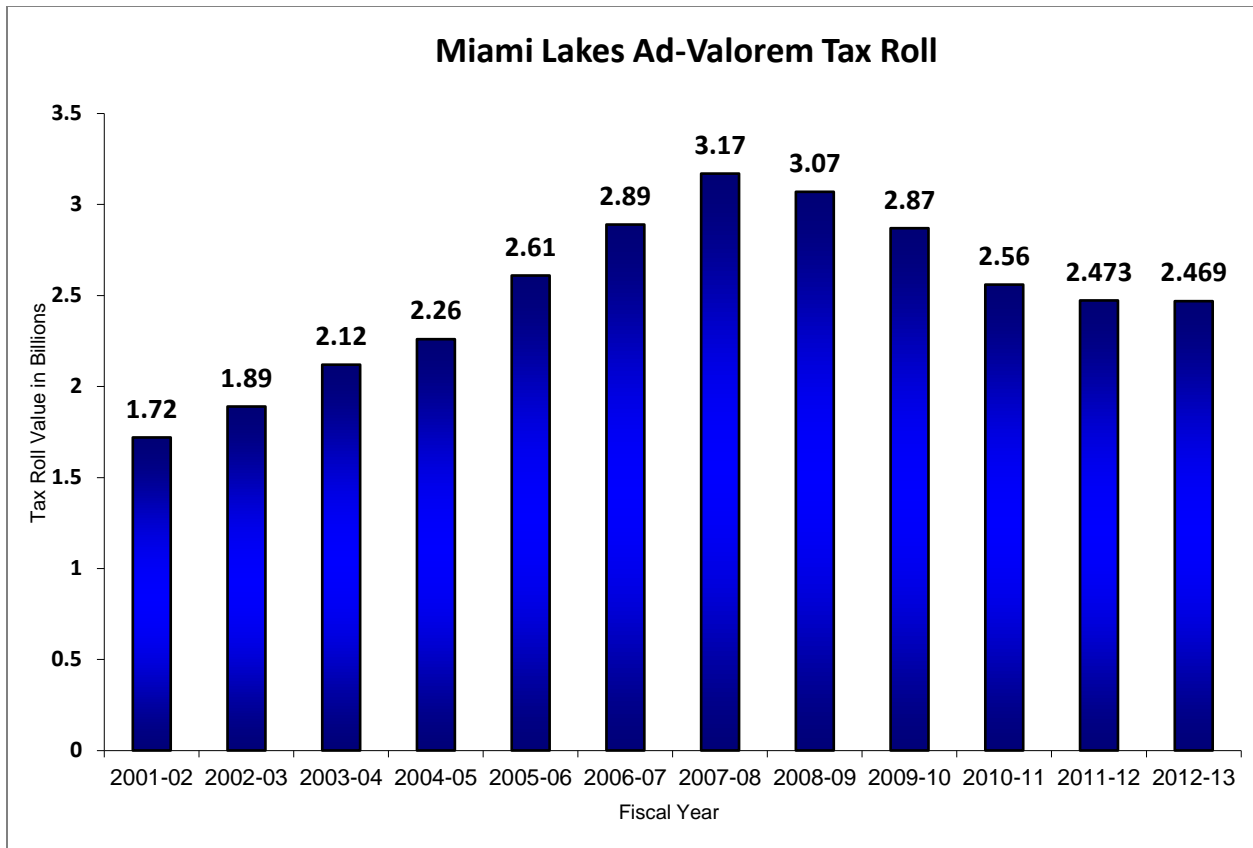
It is recommended that Town Council approve the proposed millage rate for Fiscal Year 2012-13 at 2.3518 mills, which is \$2.3518 per \$1,000 of assessed property value. This is a reduction from the pre-incorporation millage rate of 2.447. The proposed millage is equal to the current year's adopted millage rate and the 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.

The Mayor and Council have made public safety, beautification, infrastructure improvements and economic development a priority for the Town. Over the last year we have funded capital investments in parks, drainage, and transportation improvements, developed a brand for the Town, and have directed staff to prepare a beautification plan for the Town. This unified vision has allowed us to prioritize resources and undertake an unprecedented number of projects at one time, while maintaining low taxes.

The Proposed Budget builds on this vision for the Town's future while remaining committed to providing core municipal government functions.

Background

The tax roll certified by the Property Appraiser on July 1, 2012 reflects a gross taxable value of \$2,469,202,655, which includes an increase of \$5,403,726 in new construction and improvements. As compared to the budgeted taxable value for the previous year, the **July 1, 2012 figures reflect a gross reduction in taxable value of \$3,843,382 from the previous year budgeted roll value**; at the current millage rate of 2.3158 and calculated at the 95% used for budget purposes, the impact represents a reduction of approximately \$14,900 in ad valorem revenue for FY 2011-12.

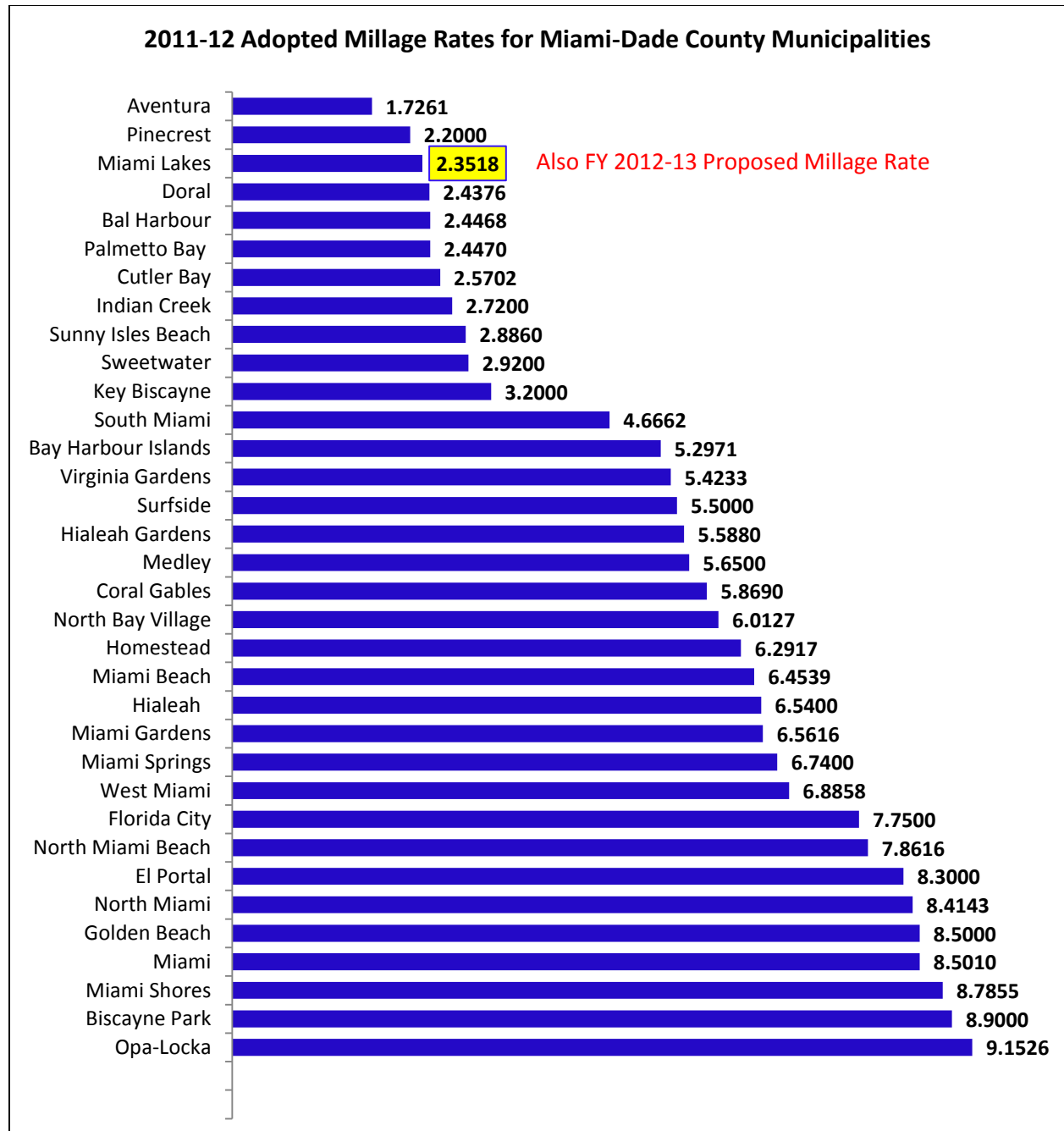


As seen in the table above, tax roll value has decreased since fiscal year 2007-08; this year’s value is essentially flat from the prior year, which indicates we are starting to see stabilization in property values.

I. TAXES

Millage Rate

The FY 2011-12 adopted millage rate for the Town of Miami Lakes is the third lowest millage rate in Miami-Dade County as compared to other 2011 municipal rates (See table below). In spite of declining tax roll values in the last five fiscal years, resulting in a millage rate reduction from 3.057 to 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.



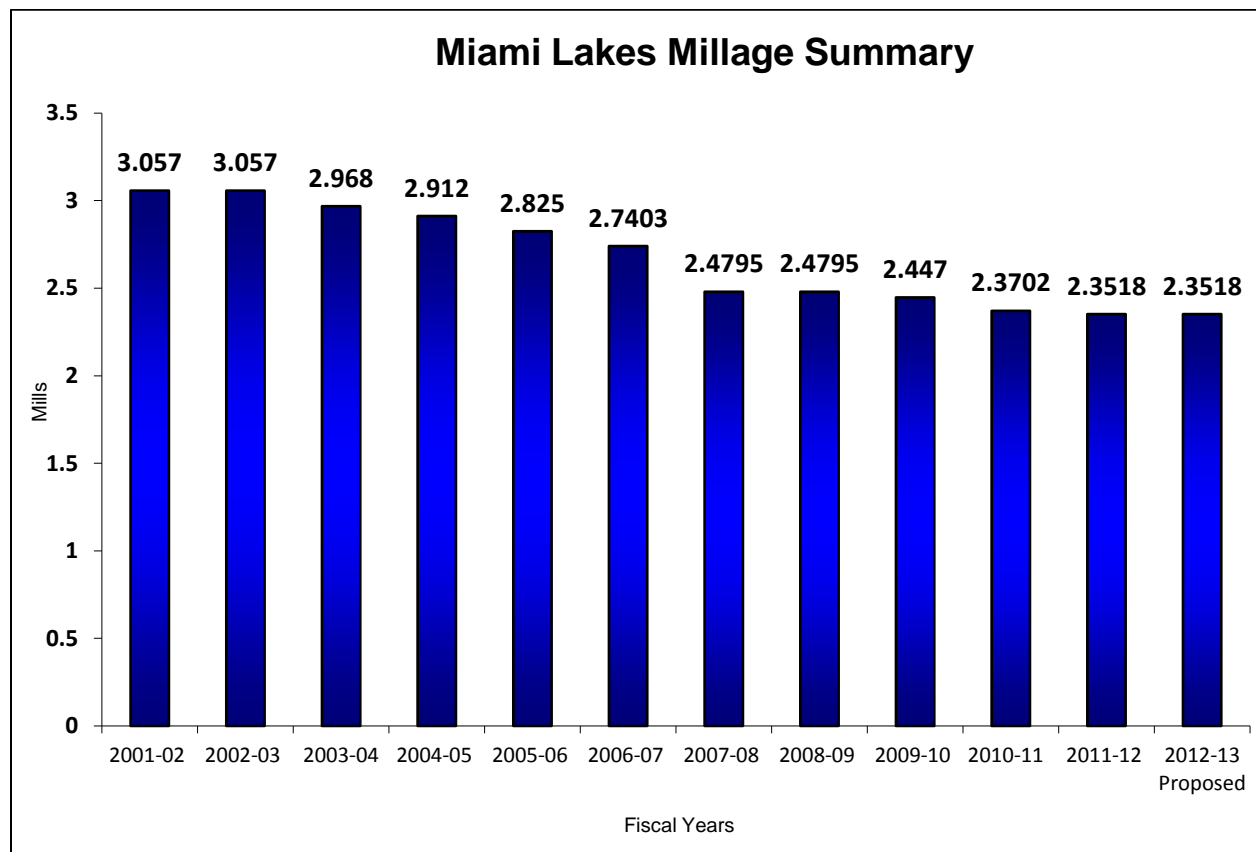
Rolled Back Rate

The rolled-back rate for FY 2012-13 is 2.2549. This rate, calculated as required by the State Department of Revenue will provide the same ad valorem tax revenue as levied during the prior year exclusive of new construction and improvements. The proposed millage rate is 4.30% change of the current year aggregate roll-back rate, but this does not factor the reductions to millage over the last recent years. The state required methodology for calculating the rolled back

Budget Message
Proposed Millage and Budget for Fiscal Year 2012-13
September 11, 2012
Page 4 of 12

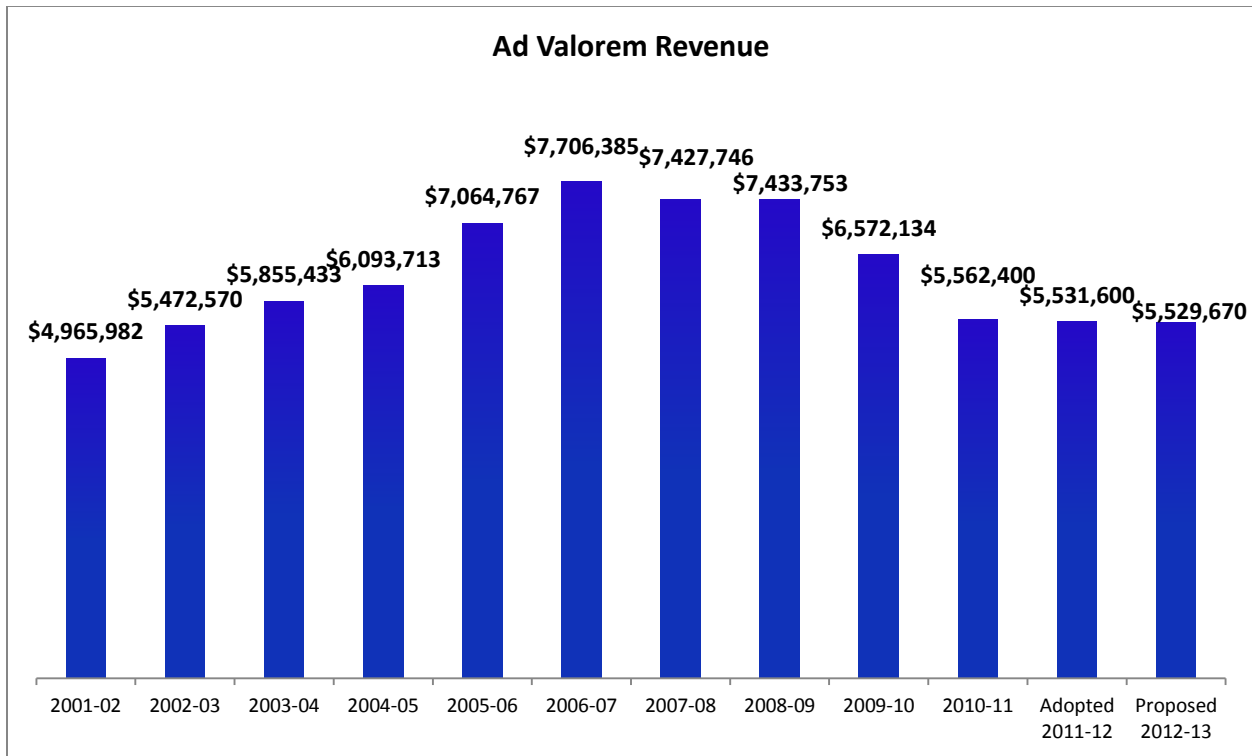
rate requires the use of the roll value after the Value Adjustment Board action, for the Town. The final gross taxable value is \$2,362,284,745, which is \$77,579,541 less than the original \$2,439,864,286 base roll figure.

It is worth noting that the calculation of the rolled back rate does not take into account the current rate of change to the Consumer Price Index (CPI) for all goods which is 2.5% from May 2011 to May 2012. Additionally, the calculation does not take into account the normal increase in operating costs driven by the CPI.



Ad Valorem Revenue

As a result of decreases in both the Ad Valorem Roll Value and the millage rate for the Town, Ad Valorem Revenue over the last six fiscal years has decreased substantially from a high of \$7.7 million in 2006-07 to this year's \$5.5 million, a 29% decrease. Hence the Town is doing more with considerably less. At the proposed millage rate, Ad Valorem Revenue is further reduced to \$5,529,670, nearly a \$2.2 million reduction from the 2006-07 revenue.



II. REVENUES

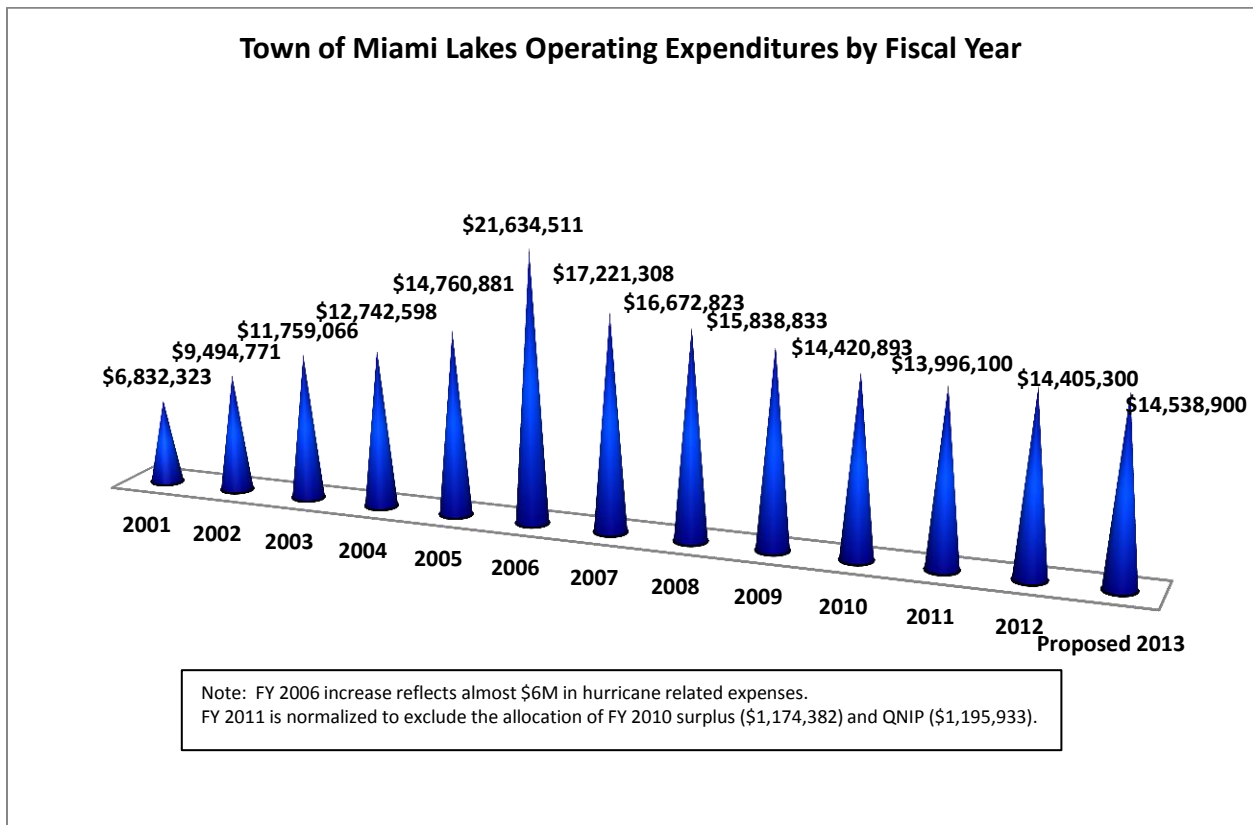
Revenues have steadily declined in recent years forcing us to do more with less. The property taxes remain the primary source of funding for all Town services, as discussed above; these revenues will be essentially flat year over year. Revenues are also derived from franchise and utility taxes, business license and permit fees, State Revenue Sharing, Half-Cent Sales Tax and user fees for services, fines, and interest income. Some of these revenues are beginning to show positive trends, such as franchise fees are projected to increase by \$75,000, utility service taxes by \$160,000, and state half cent sales tax \$144,400.

Additionally, Building permit activity is up, which translates into additional projected revenues for this proprietary function of almost \$100,000; however, due to the nature of this service, this requires an equivalent increase in the cost of providing the service.

The Stormwater Utility revenues and gas tax revenues are projected to be at the same level as the current year’s budget. We are projecting a minor increase in the transit surtax revenues for both capital and operations.

III. EXPENSES

The Town has significantly reduced expenses over the last five years from a high of \$21,634,500, to a Proposed Budget of \$14,538,900.



IV. SIGNIFICANT BUDGET EXPENSES/ISSUES FOR FY 2012-13

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 2012-13. This will be the third year without any increase in compensation; however, as per our practice 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 (\$0)
- **Tree Planting** The Town has 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 am recommending an allocation of \$87,500 in next year’s budget to plant 350 new trees per year (\$87,500)
- **Black Olive Removal Program** TheTown has recently completed its first tree inventory, and we have identified over 3,600 black olives. To completely replace all of these trees is estimated to cost about \$1.3 million. It is recommended that this be done over a 10 to 15 years span as to have minimal impact to our canopy. I recommend that staff develops

Budget Message
Proposed Millage and Budget for Fiscal Year 2012-13
September 11, 2012
Page 7 of 12

a prioritization criterion for the implementation of the plan, and allocates \$50,000 for the removal of about 100 black olives next year. This funding can be supplemented from carry-over later on into next year, once the final amounts are determined (\$50,000)

- **Branding and Economic Development** In FY 2012, the Council adopted the Town's first branding and economic development initiative, resulting in a new logo and the tagline "Growing Beautifully". We have initiated efforts to convert all of our materials, electronic and paper, consistent with the new brand. This should only be considered the beginning of our efforts, and we need to leverage the brand as an economic development tool. Toward this effort, \$25,000 is provided toward the development and printing of marketing materials targeted to build the brand and promote the consumption of the remaining vacant inventory of commercial and industrial properties within the Town in support of our existing businesses, and to enhance our outreach efforts to the corporate community (\$50,000)
- **Develop a Town Beautification Master Plan, and provide funding for its implementation** Throughout the branding process, there was a recurring theme which focused on the trees, landscaping, and overall appearance of the Town as the items which set it apart from other communities. In recognition of this, the Council has prioritized enhancing the aesthetics of the communal areas and had directed me to explore the development of a Beautification Master Plan. Funding in the amount of \$50,000 is allocated next FY for the completion of this comprehensive endeavor, and once the plan is adopted by the Council, I recommend that funding for the plan implementation be allocated from the FY 11-12 carry-over once the amount available is determined (\$50,000)
- **Customer Service Training** In government we are in the customer service business, as with all businesses the way we treat our customers is key to our overall performance and it helps to be reminded of the proper way to engage with a customer. To that end, I recommend allocating \$15,000 for customer service training (\$15,000)
- **Strategic Planning** The Town's Strategic Plan covers the period from 2007 to 2011, to date; many of its objectives have been achieved. The plan serves to establish a clearly defined roadmap to the future through the establishment of measurable goals and objectives. Staff meets quarterly to discuss our efforts in implementing the objectives set-up under the current strategic plan; however, this like all plans requires periodic updates 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 (\$15,000)
- **Positions converted from Independent Contractor to Employees** Miami Lakes continuous to have one of the lowest staffing rations per capita. The Proposed Budget reflects the conversion of four positions previously serving as Independent Contractor Agreements to full time status. These included an Accountant in the Administrative

Budget Message
Proposed Millage and Budget for Fiscal Year 2012-13
September 11, 2012
Page 8 of 12

Division, one Permit Clerk and one Record Management Specialist in the Building Department, one Planning Technician in the Community Development Department for a total of four additional full-time employees.

Additionally, several part-time employees in Community and Leisure Services (Class Instructors & Maintenance Workers) and Building (Plans Processors and Reviewers) were converted to Town employees. The Town will be bidding out this work to convert these functions back to contracts whenever it is financially advantageous. We will not budget specific positions but a block of hours to be purchased from a variety of employees.

A part-time sound engineer is also added until we move to our new Government Center (approximately April 2013), one Permit Clerk in the Building Department (1) and the interns in Community and Leisure Services (2) and Information Technology (1) will be treated as Town Part-time employees.

- **Government Center** The Proposed Budget anticipates moving to the new Government Center in the Spring of 2013. We are budgeting for moving expenses, miscellaneous small furniture, audio-visual system for the Council Chamber. The Government Center is expected to generate significant savings over the life of the facility (\$62,500)
- **Facilities Maintenance** This year the Town embarked on a unprecedented effort to construct new and improved facilities Townwide. In order to maintain these facilities and the associated warranties, it is necessary to have resources dedicated to their proper maintenance. To that end, I recommend adding one Facilities Maintenance Coordinator position during the second quarter of FY 2012-13. This position will be responsible for maintenance of the facilities and management of the maintenance related contracts (\$22,250)
- **Annual Funding Allocation for the Completion of Optimist Park Master Plan Improvements** The complete implementation of the Miami Lakes Optimist Park Master Plan Improvements requires a disciplined approach by the Town. As we did for the construction of our other major park capital projects, I recommend the Town create a savings plan and we implement the field reconfiguration and concession /bathroom facility as the first phase of the project, once that funding is available.

The Town will approach the Miami-Dade County School System to determine if a funding partnership is possible for the construction of the gymnasium as a joint-use facility.

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** This year, the Town has spent over \$320,000 fixing sidewalks. This represents close to 25% of the sidewalks in the Town some of them replaced and some others grinded down to eliminate tripping hazards. The Town has also spent over \$130,000, correcting potholes and has also identified the areas where resurfacing is needed and avoid repetitive potholes repairs in the same areas. In FY 2012-13 will be Proposing approximately \$175,000 for these activities, since we expect to resurface the remaining of the “fair condition” (most in need of resurfacing) roads during this Fiscal Year
- **Transit Program** The Town Council adopted the Commute Trip Reduction Program in November 2011, which includes enhanced transit services and the implementation of transportation demand management (TDM) strategies to reduce peak congestion in Town. This time last year, the Town operated only one bus for on-demand services, today the Town has added two additional buses providing circulator services to both residents and commuters, with a soft launch date of July 2012. The official service launch is planned for October. These services will tie resident commuters to regional transportation hubs such as Metrorail, and Tri-Rail. By mid-year circulator services will be provided by new Town owned buses through funding 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. Consistent with the Town’s adopted program, part-time promotional support, the development of marketing materials and signage are also funded by surtax revenue dedicated to transit service implementation. MPO has provided the Town a grant to complete an Origin and Destination Study evaluating Town commuter patterns for Transit and TDM planning purposes. (\$1,592,600)
- **ADA Improvements** Many of our parks and facilities are 20+ years old and are in need of upgrades to comply with ADA accessibility standards, fortunately a large amount of the ADA deficiencies have been included in the design of the new parks and buildings. The proposed funding will allow the Town assess in comprehensive fashion the required sidewalk and street upgrades to achieve 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.

- **Vacuum Truck** Last year, we evaluated the recurring expenses for stormwater maintenance; and we determined that we could improve service and reduce the cost over time by purchasing a vacuum truck for storm drain maintenance. The truck was purchased and will begin operation in August 2012.

Budget Message
Proposed Millage and Budget for Fiscal Year 2012-13
September 11, 2012
Page 10 of 12

- **Community Rating System** In October 2011, the Council was awarded a rating of **5** from the FEMA, which represents about \$600,000 in savings in flood insurance payments to our residents and businesses. The Town is working towards achieving a rate of **4** over the next few years.
- **Canal Maintenance Agreement with Miami-Dade County** The Town entered into a canal maintenance agreement with Miami-Dade County that clearly delineates the each organization's responsibilities. As a result, the Town has entered into an agreement with South Florida Maintenance to maintain the slope of the canals. We are exploring alternatives to improve the visual appearance of the canals.

Capital Projects Fund

Public Works

- **Re-surfacing the Remaining Roadway Assessment Report Priority** This project includes areas identified as 'fair' condition by the Roadway Assessment Report, which have yet to be resurfaced. These areas include Alamanda, Jacaranda, Holly, Laurel, Miami Lakes Drive, Dade Pine, Queen Palm, Palmetto Palm, Willow, Mahogany, Orchid, Eagan Lane, and Pent Place. The total expense is \$1,406,000 over two years.
- **Downtown I and II Roadway and Drainage Improvements:** With a total estimated project cost of \$1,470,400, this project includes both drainage and roadway resurfacing components for the downtown area, inclusive of the following 3 subprojects:
 - Bull Run, Main Street, and Meadow Walk
 - Miami Lakes Drive from Miami Lakeway North to Cowpen
 - Miami Lakeway North West of Ludlum

The Downtown Project was awarded to GPE Engineering & General Contractors Corp. Construction began July 30th, 2012 on Main Street, with an anticipated completion date of the spring of 2013. The construction value of the project is \$1.1 million.

- **Lake Patricia** The total project cost of \$698,800 includes both drainage and roadway resurfacing components and 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 area was prioritized due to the ranking of 'fair' in the Town's Roadway Assessment Report and requires minor drainage improvements identified by the Stormwater Master Plan.

Project was awarded to Magna Construction on June 19, 2012. Construction is expected to begin early September 2012 and will be completed in the Spring of 2013.

Budget Message
Proposed Millage and Budget for Fiscal Year 2012-13
September 11, 2012
Page 11 of 12

- **Lake Martha** the paving components for Lake Martha are \$92,000. Completion is anticipated during the first Quarter of FY 2012-13 (\$92,000)
- **Lake Sarah** the paving components for Lake Sarah are \$112,000. Completion is anticipated the first Quarter of FY 2012-13 (\$112,000)
- **Construction of 154th Street between 84th and 89th Avenue** Miami-Dade County is proceeding with the design and construction 87th Avenue, and by Interlocal Agreement is completing the design of NW 154th Street Right-of-Way for the Town.

For the Town to complete this project prior to the Developer completing the roadway we will need to obtain a bank loan or Sunshine State Bank loan in the amount of \$1,733,300. The Town will be reimbursed for all related costs by the property owner inclusive of interest and closing costs. The County is expected to break ground on the construction of 87th Avenue in the fall of 2012 (\$1,733,300)

- **West Lakes Area** The Stormwater Master Plan identified the West Lakes area as a priority for stormwater improvements, to this end hydrologic analysis and design work is being completed in 2012. This information will become the basis for the Town's FEMA Grant proposal to obtain funding for the completion of the \$2,932,000 project in FY 2013-14
- **Public Works Storage yard** Funding a Public Works and Parks storage yard is not the most exciting project on the list, it is a need for the Town to have an appropriate area to store equipment and materials. It is anticipated that an agreement with FDOT can be negotiated for the location of this facility on one of their underutilized parcels on the periphery of Town (440,000)

Community and Leisure Services

- **NW 170 ST Greenway Development** Phase I of the 170th Street Greenway was completed and open to the public March 17th, 2012, plans for Phase II are in process and a grant award of \$77,500 from the State is already in hand. Staff is currently seeking additional funding sources to complete the next phase of the project.
- **Youth Center Construction** The Miami Lakes Youth Center will be approximately 4,000 square feet, with multipurpose activity rooms and classrooms for after school educational programs and tutoring, a half basketball-court and additional parking. Additionally, there are two pavilion/picnic areas that can also be used to host small events and functions (\$1,200,000)
- **Community Center West Renovations** Miami Lakes Community Center West renovation and expansion will provide a much needed 1,000 square feet storage area,

Budget Message
Proposed Millage and Budget for Fiscal Year 2012-13
September 11, 2012
Page 12 of 12

internal renovations/upgrade of existing facilities, path resurfacing and lighting, and half basketball-court, an open exercise court, one additional picnic pavilion, renovation of the existing picnic pavilion and bathrooms and additional parking. These improvements will increase programming opportunities and improved amenities for Town residents (\$1,144,000)

- **Miami Lakes Optimist Park**

This phase of improvements in Miami Lakes Park is fully funded and schedule to begin construction in the fall of 2012, it includes the following:

- **Clubhouse** The Miami Lakes Optimist Park Clubhouse/Concession Stand will be demolished and replaced with an approximately 5,000 square foot multi-purpose facility that will consist of a clubhouse and concession stand, administrative offices, multi-purpose rooms for all ages and abilities of the community to enjoy, and additional parking. This will be the first phase of the planned renovations to the park which includes both a gymnasium and field renovations (\$1,375,000)
- **Water and Sewer Connection** Presently, the water/wastewater systems at the Miami Lakes Optimist Park are on septic tanks. Plans for these improvements have been completed and permitting is in process (\$460,000)
- **Miami Lakes Park Improvements – Basketball and Tennis Courts** The Town is planning to refurbish the existing basketball and tennis court. Permits from Dade County Public Schools have been obtained and these project components will be added to the Clubhouse construction project (\$271,000)

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. After the spend-down of bond proceeds the Town will proceed to spend General Obligation Bond Proceeds, and Impact Fees programmed for the construction of the Government Center.



Introduction

Town of Miami Lakes FY 2012-13 Proposed Budget

Guide for Readers

The Fiscal Year 2012-13 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 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, 2012 through September 30, 2013.

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 all capital projects within the Town.

The Budget as a Financial Plan

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 for FY 2012-13.

The Budget Message is designed to provide the reader with 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
Ceasar Mestre, Vice Mayor
Mary Collins, Councilmember
Tim Daubert, Councilmember
Nelson Hernandez, Councilmember
Nick Perdomo, Councilmember
Richard Pulido, Councilmember

Appointed Officials

Alex Rey, Town Manager
Marjorie Tejeda, Town Clerk
Joseph S. Geller, Greenspoon Marder, Town Attorney

Senior Personnel

Amber Riviere, Budget and Administration Director
Vacant, Community Development Director
Eliezer Palacio, Building Official
Hiram Siaba, Public Works and Capital Improvements Director
Jaren Gonzalez-Barreto, Special Projects Coordinator
Richard Amion, Town Police Major - Miami-Dade Police Department
Tony Lopez, Community and Leisure Services Director

Mayor - Council - Manager Form of Government

Town of Miami Lakes FY 2012-13 Proposed Budget

Introduction

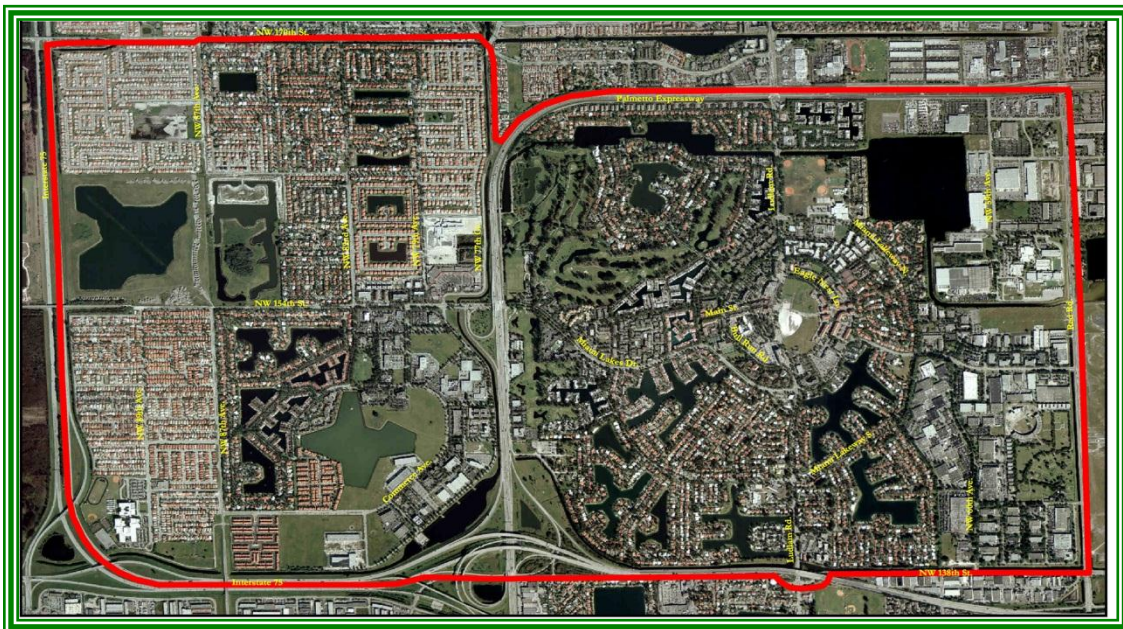
Miami Lakes incorporated on December 5, 2000 and is one of thirty-five municipalities in Miami-Dade County, Florida. Conveniently located just 16 miles north of Downtown Miami and 10 miles from Miami International Airport, our Town is home to approximately 29,000 residents. Encompassing about 6.8 square 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, Administration, Finance, Building, Community Development, Leisure and Community 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

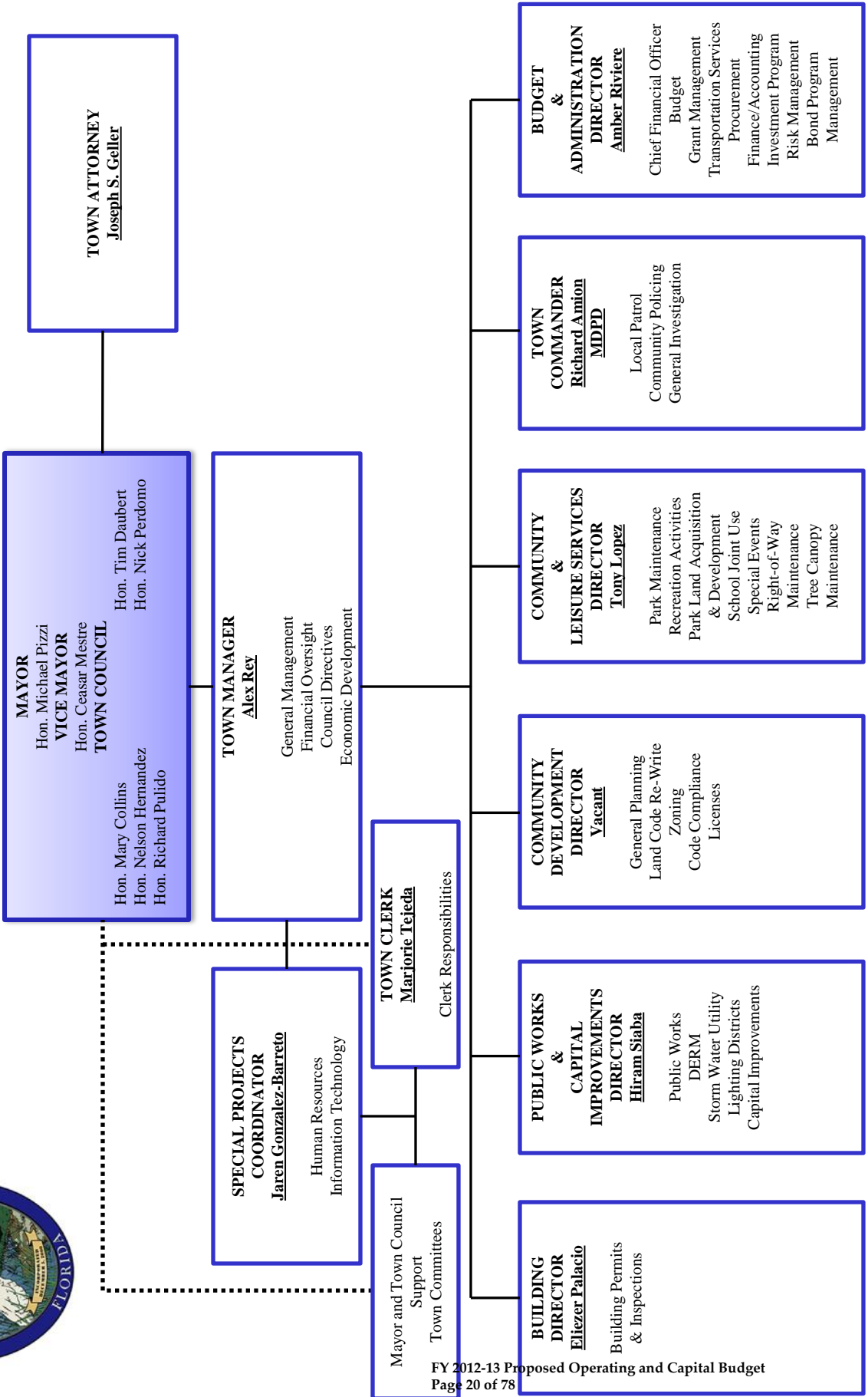




Functional Organizational and Staffing Positions by Department Charts

Town of Miami Lakes

FUNCTIONAL ORGANIZATIONAL CHART FY 2012-13



TOWN OF MIAMI LAKES

Positions by Department

	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	Proposed FY 2012-13	Comments
Mayor and Town Council							
<i>Full Time</i>							
Assistant to the Mayor	1.0	1.0	1.0	1.0	1.0	1.0	
Assistant to the Council	1.0	1.0	1.0	1.0	1.0	1.0	
Committee and Special Events Coordinator	1.0	1.0	1.0	1.0	1.0	1.0	
FT Sub-Total	3.0	3.0	3.0	3.0	3.0	3.0	
Town Clerk							
<i>Full Time</i>							
Town Clerk	1.0	1.0	1.0	1.0	1.0	1.0	
Deputy Town Clerk	1.0	1.0	1.0	1.0	0.0	0.0	
FT Sub-Total	2.0	2.0	2.0	2.0	1.0	1.0	
<i>Part-Time</i>							
Sound Engineer	0.0	0.0	0.0	0.0	0.0	1.0	Due to conversion from independent contractor. Position needed until move to permanent town hall.
TOWN ADMINISTRATION							
<i>Full Time</i>							
Town Manager	1.0	1.0	1.0	1.0	1.0	1.0	
Assistant Town Manager	1.0	1.0	1.0	0.0	0.0	0.0	
Finance Director	1.0	1.0	1.0	1.0	0.0	0.0	
Controller	0.0	1.0	0.0	0.0	0.0	0.0	
Budget and Administration Director	0.0	0.0	0.0	0.0	1.0	1.0	
Senior Accountant	1.0	1.0	1.0	1.0	1.0	1.0	
Account Clerk	0.0	0.0	0.0	0.0	0.0	1.0	Due to conversion from independent contractor
Receptionist	1.0	1.0	1.0	1.0	1.0	1.0	
Procurement Manager	1.0	1.0	0.0	1.0	1.0	1.0	
Assistant to the Town Manager	1.0	1.0	1.0	1.0	1.0	1.0	
Special Projects Assistant	0.0	0.0	1.0	1.0	0.0	0.0	
IT Systems Administrator	1.0	1.0	1.0	0.0	1.0	1.0	Conversion to In-house services per Council
Information Tech Intern	0.0	0.0	0.0	0.0	1.0	1.0	Conversion to In-house services per Council
Grantswriter	0.0	0.0	1.0	1.0	1.0	1.0	
Communications Director	0.0	0.0	1.0	0.0	0.0	0.0	
FT Sub-Total	8.0	9.0	10.0	8.0	9.0	10.0	
<i>* Transition to Building Dept Permit Clerk</i>							
<i>Part Time</i>							
HR Specialist	1.0	1.0	1.0	1.0	1.0	1.0	
Senior Accountant	1.0	1.0	1.0	1.0	1.0	1.0	
Finance Manager/Controller	0.0	0.0	0.0	0.0	1.0	1.0	Downgraded from Finance Director
PT Sub-Total	2.0	2.0	2.0	2.0	3.0	3.0	
BUILDING							
<i>Full Time</i>							
Building Official	1.0	1.0	1.0	1.0	1.0	1.0	
Building Administrator	1.0	0.0	0.0	0.0	0.0	0.0	
Chief Building Inspector	0.0	1.0	1.0	1.0	1.0	1.0	
Permit Clerk Supervisor	0.0	1.0	1.0	1.0	1.0	1.0	
Permit Clerk	2.0	2.0	2.0	1.0	1.0	2.0	additional position due to conversion from Independent Contractot
Records Management - Scanning	0.0	0.0	0.0	0.0	0.0	1.0	due to conversion from independent contractor
Receptionist - Building	1.0	1.0	1.0	0.0	0.0	0.0	
FT Sub-Total	5.0	6.0	6.0	4.0	4.0	6.0	
<i>Part Time</i>							
Permit Clerk	0.0	0.0	0.0	0.0	1.0	1.0	due to conversion from independent contractor
Building Inspectors and Plan Reviewers							Due to conversion from independent contractor. We will explore contracting options. Estimate based on hours of work.

TOWN OF MIAMI LAKES

Positions by Department

	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	Proposed FY 2012-13	Comments
PLANNING ZONING AND CODE							
<i>Full Time</i>							
Community Development Director	1.0	1.0	1.0	1.0	1.0	1.0	
Senior Planner	1.0	1.0	1.0	1.0	1.0	1.0	
Planning Technician	0.0	0.0	0.0	0.0	0.0	1.0	due to conversion from independent contractor
Code Compliance Manager	1.0	1.0	1.0	1.0	1.0	1.0	
FT Sub-Total	3.0	3.0	3.0	3.0	3.0	4.0	
<i>Part Time</i>							
Zoning Official	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	
COMMUNITY AND LEISURE SERVICES							
<i>Full Time</i>							
Parks and Recreation Director	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	
Landscape Supervisor	0.0	1.0	1.0	1.0	1.0	1.0	
Greenspace Maintenance Supervisor	0.0	0.0	0.0	0.0	1.0	1.0	
Park Maintenance Coordinator	1.0	1.0	1.0	1.0	1.0	1.0	
FT Sub-Total	3.0	4.0	4.0	4.0	5.0	5.0	
<i>Part Time</i>							
Recreation Aide	3.0	3.0	3.0	3.0	4.0	4.0	Addition of marina rec aid
<i>Seasonal</i>							
Class Instructors							Due to conversion from independent contractor. We will explore contracting options. Estimate based on hours of work.
Interns						2.0	
PUBLIC WORKS AND CAPITAL IMPROVEMENTS							
<i>Full Time</i>							
Public Works Director	1.0	1.0	1.0	1.0	1.0	1.0	
Facilities Maintenance Coordinator	0.0	0.0	0.0	0.0	0.0	1.0	To be added mid-year as new facilities come on-line
Quality Assurance Inspector	1.0	1.0	1.0	1.0	0.0	0.0	
FT Sub-Total	2.0	2.0	2.0	2.0	1.0	2.0	
GENERAL FUND SUMMARY							Proposed
Full time	26.0	29.0	30.0	26.0	26.0	31.0	
Part time	6.0	6.0	6.0	6.0	8.0	8.0	
STORMWATER UTILITY							
<i>Full Time</i>							
Utilities Coordinator	0.0	1.0	1.0	1.0	1.0	1.0	
Vacuum Truck Driveer	0.0	0.0	0.0	0.0	0.0	1.0	To operate new vacuum truck
Vacuum Truck Driver Assistant	0.0	0.0	0.0	0.0	0.0	1.0	To operate new vacuum truck
Full time	0.0	1.0	1.0	1.0	1.0	3.0	
SPECIAL REVENUE FUND - TRANSPORTATION							
Part-time Transit	0.0	0.0	0.0	0.0	1.0	1.0	



General Fund

Town of Miami Lakes

General Fund Summary

	Actual Ending Balance FY 08-09	Actual Ending Balance FY 09-10	Actual Ending Balance FY 10-11	Amended Budget FY 11-12	Projected FY 11-12	Proposed Budget FY 12-13	Proposed Change FY 12-13
Revenues							
Ad Valorem Taxes	\$7,433,753	\$6,572,133	\$5,660,800	\$5,531,600	\$5,400,000	\$5,529,670	(\$1,930)
Franchise Fees	\$1,967,915	\$2,008,171	\$1,444,200	\$1,600,000	\$1,600,000	\$1,675,000	\$75,000
Utility Taxes	\$2,560,677	\$2,730,389	\$2,790,900	\$2,462,300	\$2,480,950	\$2,522,550	\$60,250
Intergovernmental Revenue	\$3,936,546	\$3,642,211	\$3,725,300	\$3,884,200	\$4,007,998	\$4,017,800	\$133,600
Gas Tax Revenues	\$0	\$0					\$0
Licenses & Permits	\$797,722	\$1,078,644	\$1,053,000	\$939,300	\$1,035,000	\$1,037,500	\$98,200
Fines and Forfeitures	\$305,396	\$258,427	\$276,200	\$262,900	\$226,500	\$226,800	(\$36,100)
Miscellaneous Revenues	\$228,250	\$92,348	\$54,500	\$83,100	\$101,081	\$90,100	\$7,000
Subtotal Recurring Revenues	\$17,230,259	\$16,382,323	\$15,004,900	\$14,763,400	\$14,851,529	\$15,099,420	\$336,020
Hurricane Reimbursement	\$1,258,235	\$204,522	\$7,700	\$0	\$0	\$0	\$0
Transfers In			\$153,400	\$279,800	\$279,800	\$0	
Prior-Year Carry-Over Funds	\$0	\$0	\$2,748,100	\$702,900	\$1,142,900	\$0	(\$702,900)
Total Revenues	\$18,488,494	\$16,586,845	\$17,914,100	\$15,746,100	\$16,274,229	\$15,099,420	(\$366,880)
Expenses							
Town Council	\$218,441	\$191,878	\$339,400	\$392,938	\$386,080	\$409,571	\$16,633
Administration & Finance	\$1,814,072	\$1,734,327	\$1,858,700	\$2,229,871	\$2,206,045	\$2,045,707	(\$184,164)
Town Clerk	\$332,767	\$275,621	\$229,400	\$135,400	\$135,823	\$147,763	\$12,363
Town Attorney	\$669,680	\$460,775	\$365,000	\$426,600	\$413,600	\$352,000	(\$74,600)
Police	\$6,661,648	\$6,692,823	\$6,697,200	\$6,819,800	\$6,365,242	\$6,322,369	(\$497,431)
Community & Leisure Services	\$2,375,110	\$2,304,678	\$2,030,700	\$2,357,690	\$2,296,078	\$2,262,568	(\$95,122)
Public Works	\$1,674,337	\$909,469	\$1,006,700	\$1,250,026	\$1,526,376	\$1,393,568	\$143,542
Building	\$948,267	\$907,110	\$775,300	\$914,435	\$863,462	\$898,696	(\$15,739)
Zoning, Enforcement, Planning and Development	\$855,127	\$729,202	\$693,700	\$659,840	\$655,572	\$707,679	\$47,839
Total Expenses	\$15,549,450	\$14,205,884	\$13,996,100	\$15,186,600	\$14,848,277	\$14,539,920	(\$646,680)
Excess (Deficiency) of Revenues over Expenditures	\$2,939,044	\$2,380,961	\$3,918,000	\$559,500	\$1,425,952	\$559,500	\$0
Transfers In- from Fund Balance			\$	-	\$ 4,000,000	\$ 4,000,000	\$ -
Transfers Out and Non-Governmental							
Special Projects Fund	\$0	\$0	\$525,000	\$0	\$0	\$0	
Capital Projects Fund	\$0	\$853,158	\$957,700	\$4,098,600	\$4,638,100	\$405,500	
Construction Fund			\$96,500	\$0	\$0	\$0	
Payment for QNIP	\$0		\$1,195,900	\$154,000	\$154,000	\$154,000	
Approved Reserve			\$0	\$0	\$0	\$0	
Total Other Financing Sources (Uses)	\$0	\$853,158	\$2,775,100	\$4,252,600	\$4,792,100	\$559,500	\$0
Excess (Deficiency) of Revenues over Expenditures	\$2,939,044	\$1,527,803	\$1,142,900	\$306,900	\$633,852	(\$0)	
Fund Balance Reconciliation							
Beginning Fund Balance		8,256,811	9,784,614	\$10,927,513	\$10,927,513	\$3,561,365	
Transfer to General Fund		0		-\$4,000,000	-\$4,000,000	\$0	
Transfer to Capital				\$4,000,000	\$4,000,000	\$0	
Fund Balance Ending		9,784,614	10,927,513	3,234,413	3,561,365	3,561,364	
Fund Balance Allocation							
15% General Fund Reserve		2,130,883	2,099,415	\$2,277,990	\$2,227,242	\$2,180,988	
QNIP Payment Reserve		1,195,933	0	\$0	\$0	\$0	
Hurricane Audit Reserve		500,000	500,000	\$500,000	\$500,000	\$500,000	
Un-programmed Reserve		5,957,798	8,328,098	\$456,423	\$834,123	\$880,376	

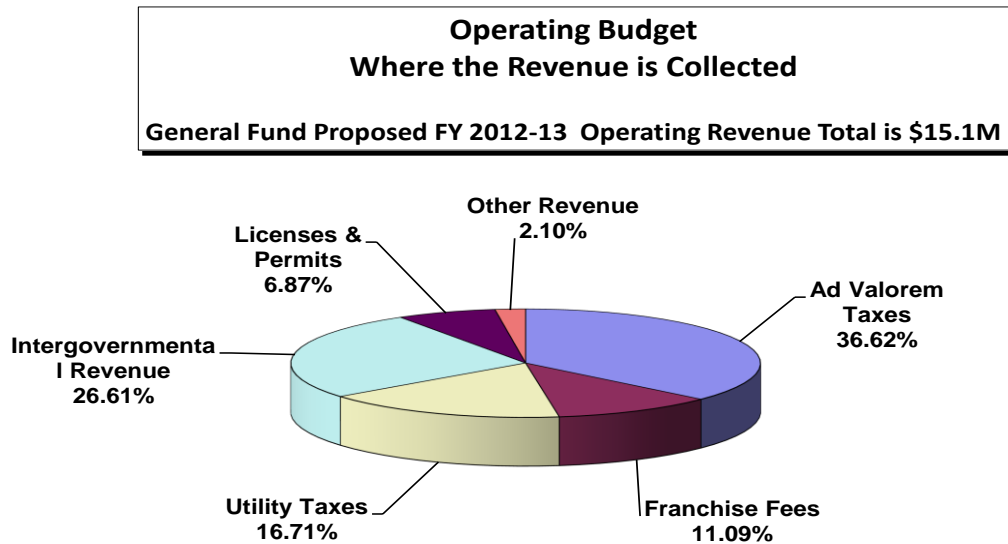


General Fund Revenue Detail

Town of Miami Lakes FY 2012-13 Proposed Budget

Revenue Detail

The total estimated operating revenue for Fiscal Year 2012-13 is approximately \$15,099,420. As depicted in the graph below, the largest revenue source for the Town comes from Ad-Valorem Taxes, followed by Intergovernmental Revenue.



FY 2012-13 General Fund Revenue		
Revenue Source	Proposed Budget FY 2011-12	Percentage of Proposed Budget
Ad Valorem Taxes	\$5,529,670	36.62%
Franchise Fees	\$1,675,000	11.09%
Utility Taxes	\$2,522,550	16.71%
Intergovernmental Revenue	\$4,017,800	26.61%
Licenses & Permits	\$1,037,500	6.87%
Other Revenue	\$316,900	2.10%
TOTAL	\$15,099,420	100.00%

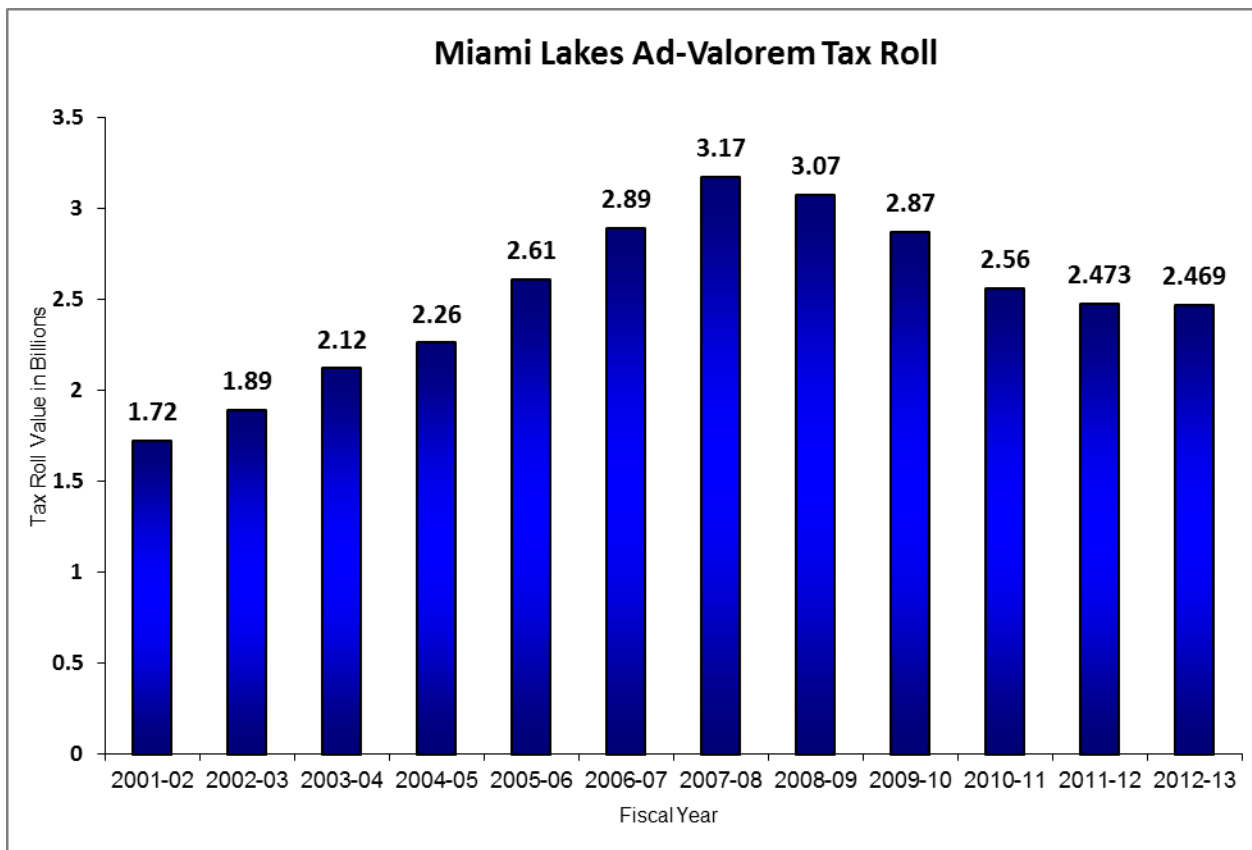
Town of Miami Lakes FY 2012-13 Proposed Budget

Ad-Valorem Taxes

maximum levy of 10 mills.

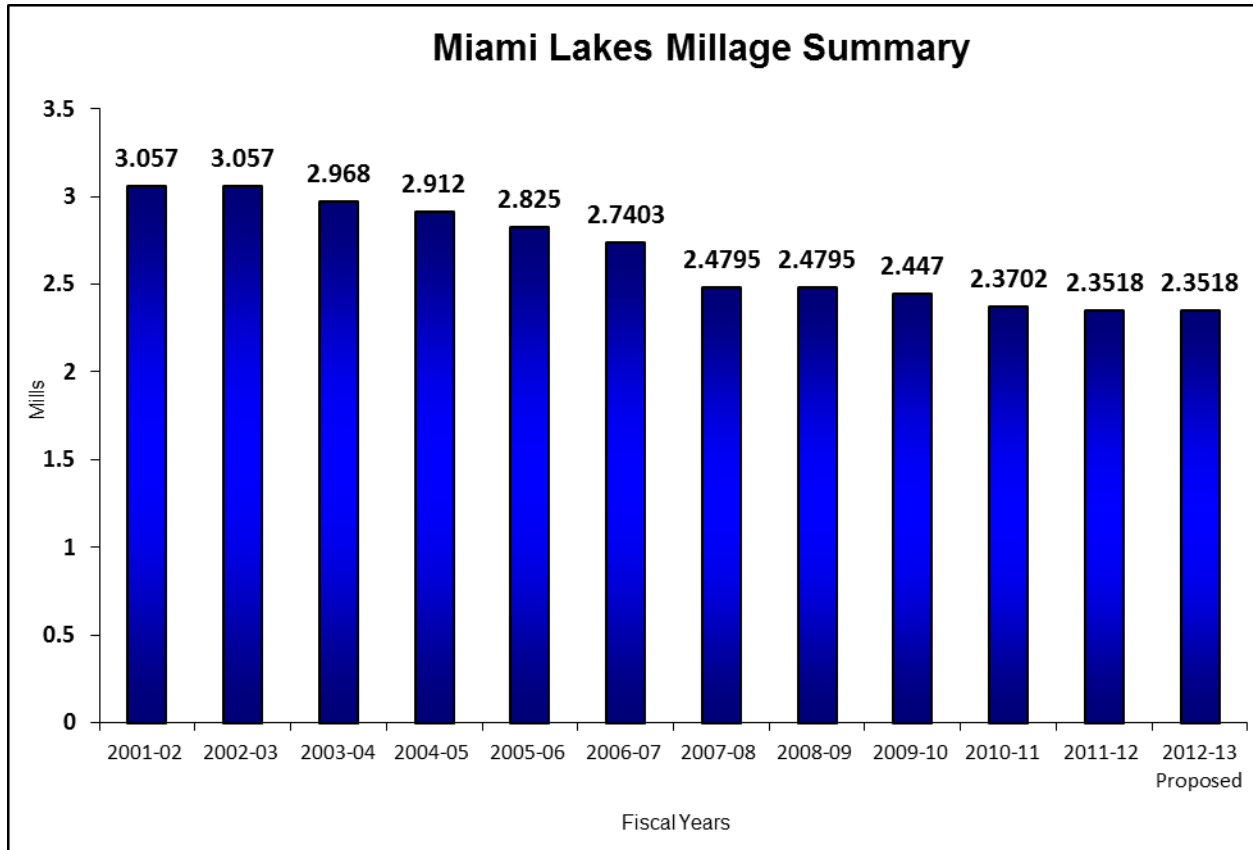
Chapter 166 of Florida Statutes authorizes Ad-Valorem Property Taxes. The Florida Constitution limits local governments to a

The tax roll certified by the Property Appraiser on July 1, 2012 reflects a gross taxable value of \$2,469,202,655, which includes an increase of \$5,403,726 in new construction and improvements. As compared to the budgeted taxable value for the previous year, the July 1, 2012 figures reflect a gross reduction in taxable value of \$3,843,382 from the previous year budgeted roll value.



As seen in the table above, tax roll value has decreased since fiscal year 2007-08; this year's value is essentially flat from the prior year, which indicates we are starting to see stabilization in property values.

Town of Miami Lakes FY 2012-13 Proposed Budget



The FY 2011-12 adopted millage rate for the Town of Miami Lakes is the third lowest millage rate in Miami-Dade County as compared to other 2011 municipal rates. In spite of declining tax roll values in the last five fiscal years, the millage rate reduction from 3.057mills to 2.3518 mills has resulted in an overall reduction of 0.7052 mills or 23%.

The Proposed Millage Rate for FY 2012-13 is 2.3518 mills. The proposed millage is equal to the current year's adopted millage rate and the millage rate approved by the Town Council as the preliminary millage in July.

The proposed millage will generate \$5,529,670 of Ad Valorem revenue budgeted at a 95% collection rate.

Franchise Fees - 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 \$1,675,000 per year based on this year's revenues. The payment is received once a year in August.

Town of Miami Lakes FY 2012-13 Proposed Budget

Utility Tax - Electricity

Section 166.231(A), Florida Statutes authorizes the Town to collect Utility Taxes. The total Utility Tax revenue on electricity is estimated to be \$2,522,550, which reflects an increase of \$60,250 from the current year Adopted Budget. This Revenue is derived from a 10% tax levied on each customer's electric bill.

Utility Tax - Water

This Water Utility Tax is derived from a 10% tax levied upon each customer's water bill generating estimated revenue of \$300,000. It represents an increase of \$21,600 from the FY 2011-12 Adopted Budget.

Utility Tax - Gas

The Gas Utility Tax is derived from a 10% tax levied on each customer's gas bill generating an estimated \$50,000 in utility tax revenue.

Simplified Communication

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 anticipates \$1,400,000 in revenues from this source based on current year actual revenues and an estimate from 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 is anticipates receiving \$700,000 for FY 2012-13 based on the Florida Department of Revenue estimate, which represents an increase of \$25,000 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.

Town of Miami Lakes FY 2012-13 Proposed Budget

The Town anticipates receiving approximately \$14,000 per year for the current year and next Fiscal Year.

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 approximately \$1,900,000 in revenues from this source for FY 2012-13 based on the Florida Department of Revenue estimates.

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 \$120,000 based on the invoice amount for next 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 the FY 2012-13 Proposed Budget is approximately \$780,000, this reflects an increase of \$77,500 from the current year's Adopted Budget.

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 \$70,000, this reflects an increase of \$20,000 from the current year's Adopted Budget.

Development Approval Fees

The Town estimates \$50,500 of revenues in FY 2012-13 for applications for variances, site plan reviews, plats, rezoning and any other development approvals.

Town of Miami Lakes FY 2012-13 Proposed Budget

Public Works Permit

The Town estimates \$5,000 of revenues of in FY 2012-13 for Public Works Permits based on the current year's experience.

Alarm Registration Fees

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

Code Violation Fines

The Code Violation Fines are for violations of the zoning code. The Town began assessing fines in FY 2003-04 and process cases through the Special Master. The Town anticipates receiving \$80,000 for FY 2012-13.

Police – Traffic

The Traffic Fines/Forfeitures revenue is a statutory share of traffic and parking collections. The Town receives a share for Traffic fines, Parking fines, Misdemeanor fines and Law Enforcement Training Fund (L.E.T.T.F.). Based on the increased effort to reduce speeding, the Town anticipates receiving \$111,800 in revenues in FY 2012-13.

School Crossing Guards

The Town is entitled to receive a special parking ticket surcharge earmarked to support the cost of the school crossing guard program. The Town anticipates receiving \$35,000 based on historical data. This is the same level as the current year budget.

Lien Inquiry Letters

Lien letters are requested by title insurance companies to verify that there are no open permits or enforcement issues on the property at time of purchase. There has been a significant reduction in the number of request for lien letters. The Town anticipates receiving \$8,000 for FY 2012-13 which is less than half of the prior year's levels.

Park Facility Rental Fees

The Town anticipates receiving \$6,000 for FY 2012-13 based on this current year's revenue.

**FY 2012-13
Proposed Budget
General Fund**

FY 2010-11 Actual	Adopted Budget FY 2011-12	Amended Budget July 2012 FY 2011-12	FY 2011-12 Projection FY 2011-12	Proposed Budget FY 2012-13	Variance from Current Budget to Proposed	Comments
-------------------	---------------------------	-------------------------------------	----------------------------------	----------------------------	--	----------

Rounded to 00's

Revenue

3110000 · AD-VALOREM TAXES						
3110010 · AD-VALOREM TAXES - CURRENT	\$5,562,400	\$5,531,600	5,400,000	5,529,670	-\$1,930.25	Assumption for FY 13 Millage: 2.3518 @ 95% at a tax roll of \$2,475,000,000+ Assumption for FY 12 based on actuals thru Jul and historical collections for Aug & Sep
3110020 · AD-VALOREM TAXES - DELINQUENT	\$98,400	\$0	\$0	\$0	\$0	Taxes paid from prior year's assessments, funds are not budgeted as they compensate tax assessment appeals
3110000 · AD VALOREM TAXES - TOTALS - Other	\$0	\$0	\$0	\$0	\$0	
Total 3110000 · AD-VALOREM TAXES - TOTALS	\$5,660,800	\$5,531,600	\$5,400,000	\$5,529,670	-\$1,930	
Total 3130000 · FRANCHISE FEES - TOTAL	\$1,444,200	\$1,600,000	\$1,600,000	\$1,675,000	\$75,000	Payment from County received once a year in July/August
3140000 · UTILITY SERVICES TAX	\$2,202,900	\$0	\$0	\$0	\$0	
TRANSFER IN FROM ELECTRIC UTILITY TAX REVENUE						
3140010 · UTILITY SERVICES TAX - ELECTRICITY	\$236,400	\$2,136,700	\$2,112,950	\$2,172,550	-\$27,450	Adjusted for Debt service payment deduction of \$356,525 in FY 13; growth based on trends gross revenues are estimated at \$2,570,000
3140030 · UTILITY SERVICES TAX - WATER	\$303,100	\$278,400	\$318,000	\$300,000	\$0	Based on trends, and slight increase next year
3140040 · UTILITY SERVICES TAX - GAS	\$48,500	\$47,200	\$50,000	\$50,000	\$0	Based on trends
Total 3140000 · UTILITY SERVICES TAX - TOTALS	\$2,790,900	\$2,462,300	\$2,480,950	\$2,522,550	-\$27,450	
3150010 · COMMUNICATIONS SERVICES TAX	\$1,422,500	\$1,406,400	\$1,356,400	\$1,400,000	\$43,600	Based on State DOR estimates. Downward trend over the last three years expected to continue. Local share of sales and motor fuel taxes distributed by the State
Total 3350012 · STATE REVENUE SHARING	\$618,500	\$675,000	\$675,000	\$700,000	\$25,000	Estimate based on current revenue
3350015 · ALCOHOLIC BEVERAGE LICENSES	\$10,300	\$14,000	\$14,000	\$14,000	\$0	
3370000 · POLICE GRANTS	\$6,600	\$4,200	\$4,200	\$3,800	-\$400	Grant for School Resource Officer
3372010 · GRANT - BYRNE GRANT						Grant for Anti-drug related Overtime Operations; No match
FDLE JAG GRANT						Multi-year grant for Explorer Program \$37,906; will draw down in 2012; ARRA Funding
3370000 · POLICE GRANTS - Other						
Total 3370000 · POLICE GRANTS	\$6,600	\$23,200	\$47,794	\$3,800	-\$25,094	
3313910 · GRANT/FEDERAL - DIVISION OF FORESTRY TREE	\$13,200	\$10,000	\$10,000	\$0	-\$10,000	New Grant Award for Tree Inventory requires \$10,000 match; Expires Jan 31, 2013
TROPICAL STORM FAY 3288						
3350018 · HALF CENT SALES TAX	\$1,654,200	\$1,755,600	\$1,900,000	\$1,900,000	\$44,400	Based on State DOR at 97.5%
Total INTERGOVERNMENTAL REVENUE	\$3,725,300	\$3,884,200	\$4,007,998	\$4,017,800	\$73,102	
3220000 · PERMITS AND LICENSES	\$0	\$0	\$0	\$0	\$0	
3220010 · BUILDING PERMITS						
3220011 · BUILDING PERMITS - TECHNOLOGY FEE	\$72,500	\$50,000	\$70,000	\$70,000	\$0	Based on current year estimates; revenue restricted for Building Department use
3220012 · BUILDING PERMITS - LOST PLANS	\$2,600	\$2,500	\$5,000	\$5,000	\$2,500	Based on current year estimates; revenue restricted for Building Department use
3220010 · BUILDING PERMITS	\$775,400	\$700,000	\$775,000	\$775,000	\$0	Based on current year estimates; revenue restricted for Building Department use
TOTAL BUILDING DEPARTMENT REVENUES	\$850,500	\$752,500	\$850,000	\$850,000	\$2,500	

**FY 2012-13
Proposed Budget
General Fund**

	FY 2010-11 Actual	Adopted Budget FY 2011-12	Amended Budget July 2012 FY 2011-12	FY 2011-12 Projection FY 2011-12	Proposed Budget FY 2012-13	Variance from Current Budget to Proposed	Comments
	\$1,200	\$0	\$0	\$800	\$0	\$0	Recognized as they are received
3690000 · OTHER MISCELLANEOUS REVENUES		\$0	\$0	\$0	\$0	\$0	
3600000 · MISCELLANEOUS REVENUES - Other		\$0	\$0	\$0	\$0	\$0	
Total 3600000 · MISCELLANEOUS REVENUES	\$54,500	\$83,100	\$89,400	\$101,081	\$90,100	\$700	
GENERAL FUND OPERATING REVENUES	\$15,012,600	\$14,763,400	\$14,997,898	\$14,851,529	\$15,099,420	\$101,522	
PRIOR YEAR CARRY - OVER FUNDS	\$1,552,200	\$0	\$1,142,900	\$1,142,900	\$0	-\$1,142,900	
FUND BALANCE REVENUE		\$4,000,000	\$4,000,000	\$4,000,000	\$0	-\$4,000,000	
ENCUMBERED RESERVE REVENUE FOR QNIP	\$1,195,900	\$0	\$0	\$0	\$0	\$0	
Total Revenue	\$17,760,700	\$18,763,400	\$20,140,798	\$19,994,429	\$15,099,420	-\$5,041,378	



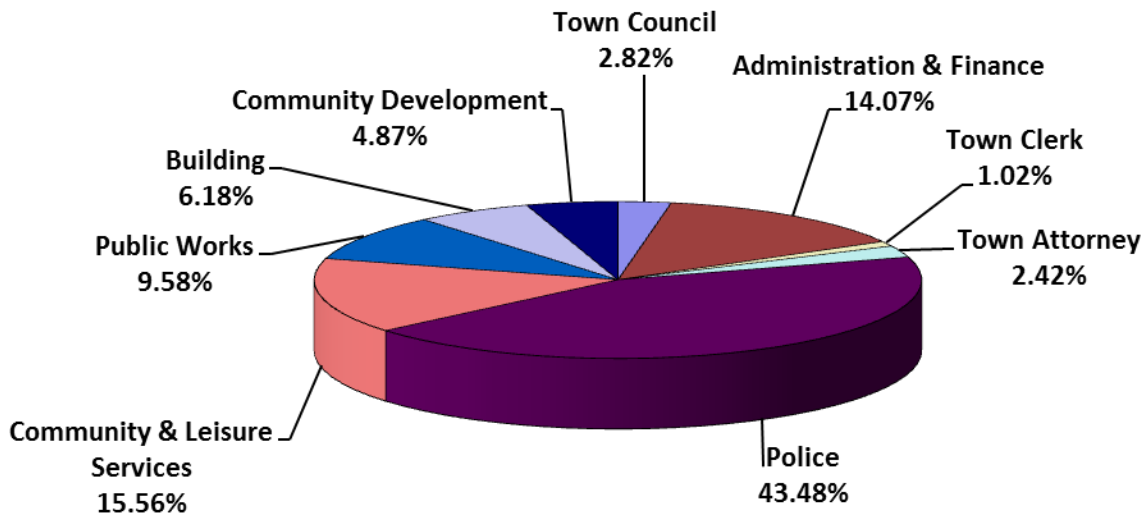
General Fund Expense Detail

Town of Miami Lakes FY 2012-13 Proposed Budget

Expense Detail

General

The Town's Proposed Operating and Capital Budget for FY 2012-13 is \$15,099,420 with a total of \$14,539,920 in departmental operating expenses. This represents a net decrease of \$1,193,120 in departmental operating expenses from FY 2011-12 Budget.



Operating Budget Where the Money Goes

General Fund FY 2012-13 Proposed Operating Expense Total is \$14.5M

Mayor and Town Council

The FY 2012-13 Proposed Budget for the Town Council is \$409,571, which represents a net increase of approximately \$16,633 from the FY 2011-12 Adopted Budget. This increase is mainly driven by the increased cost of health coverage (\$12,553), and the inclusion of funding for Council membership dues for local Chamber of Commerce and League of Cities organizations.

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 does assume a CPI adjustment for Councilmember's reimbursements. 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 of Miami Lakes FY 2012-13 Proposed Budget

Office of the Town Manager, Budget, Administration, and Finance Department

Administration includes the Office of the Town Manager, Budget, Administration, and Finance. The FY 2012-13 Proposed Budget is \$2,045,707 which represents a net decrease of approximately \$254,164 from FY 2011-12 Budget.

The decrease is primarily driven by the elimination of Town Hall rent for half of the year (\$149,080), and the completion of IT system implementation projects in FY 2011-12, allowing for funding reductions to the related line items.

Office of the Town Clerk

The FY 2012-13 Proposed Budget for the Office of the Town Clerk is \$147,763 represents a net increase of approximately \$10,613 from FY 2011-12 Budget. The increase is mainly driven by the inclusion of election expenses (\$13,000) for the November Primary Election. Other recurring expenses are essentially at the same level as prior years.

Town Attorney

The FY 2012-13 Proposed Budget for the Town Attorney is \$352,000 represents a net decrease of approximately \$74,600 from FY 2011-12 Budget. The decrease is mainly driven by the reduction elimination of the expense for Special Counsel for ADA (\$66,000) and for legal support for the Land Development Code Rewrite (\$10,000).

Police Department – Miami- Dade County Police

The FY 2012-13 Proposed Budget for the Police Department is \$6,322,369; this represents a net decrease of approximately \$492,431 from FY 2011-12 Budget. The reduction is primarily due to the payoff of vehicle loans and related purchases (\$357,500), and the elimination of Town Hall rent for half the year (\$51,180), and the programming of Law Enforcement Trust Fund Revenue for special initiatives (\$32,500).

Town of Miami Lakes FY 2012-13 Proposed Budget



The Proposed Budget reflects the same staffing level as the current fiscal year, and \$423,000 of Budgeted overtime for enhanced enforcement initiatives.

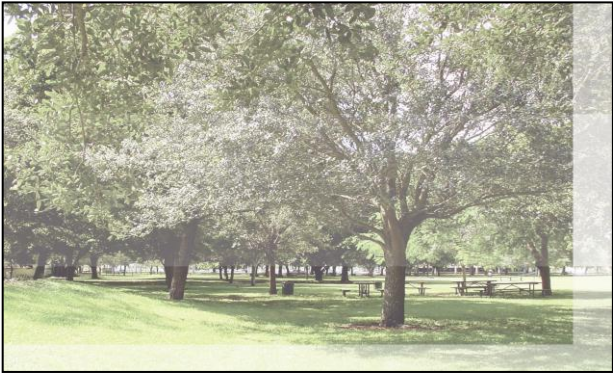
POLICE PERSONNEL	Proposed
Town Commander - Major	1
Executive Officer - Captain	0
Lieutenant	1
Sergeants	5
Police Officers	
Uniform Officer	25
Detective	5
Bike	4
Motorcycle	4
Community Service (CSO)	1
Administrative Support	2
Police Service Aid (PSA)	1
TOTAL	49

Community and Leisure Services Department

The FY 2012-13 Proposed Budget for the Community and Leisure Services Department is \$2,233,857; this represents a net decrease of \$234,622 from the FY 2011-12 Budget. The decrease is mainly driven

by reductions to improvement and general repair line items within the parks, which are possible due to the completion of projects in the current FY in the mini parks and the ongoing capital projects within three parks.

The Town has significantly enhanced the quality of our facilities and the quality and quantity of recreational programming offered to residents. During FY 2012-13 the Town will issue a solicitation for a vendor to provide park programming in all of our Town facilities.



Town Committees are funded at the same level as the Adopted Budget in the current fiscal year, with the exception of the Education Committee that is budgeted at \$25,000.

Town of Miami Lakes FY 2012-13 Proposed Budget

Public Works Department

The Public Works Proposed Budget for FY 2012-13 of \$1,393,568 represents a net decrease of \$96,648 from FY 2011-12 Budget.

The decrease is mainly driven by reductions to the Right of Way Maintenance line item (\$116,690) due to the acceleration of irrigation improvements in the current fiscal year. Also completed in the current fiscal year was the completion of the Town's tree inventory (\$59,200), and the one-time engine replacement of the Town bus (\$15,500).

A cost reimbursement of \$150,000, from the Special Projects Fund is included in Propose Budget, in order to utilize some of the Six Cent Local Gas Option Tax money for maintenance and improvements, consistent with prior years. A reimbursement of \$30,000 from the Stormwater Utility is included in the Proposed Budget since the Public Works Director also serves as the Director of the Stormwater Utility.

The Proposed Budget for FY 2012-13 maintains the desired level of tree trimming (\$120,000) which will commence a three year Townwide trimming cycle under the new performance based contracts.

Building Department

The FY 2012-13 Proposed Budget for the Building Department is \$898,696, which represents a net decrease of approximately \$110,739 from FY 2011-12 Budget. The decrease is mainly driven by the elimination of Town Hall rent for half the year (\$27,500), and the completion of the building and permitting system project implementation during Fiscal Year 2011-12 (\$56,500).

The Proposed budget maintains the funding for the completion of electronic records storage program, and provides for the conversion of two Permit Clerks from Independent Contractors to employees.

Community Development Department

The FY 2012-13 Proposed Budget for the Community Development Department is \$707,679, which represents a net increase of approximately \$10,979 from the FY 201-12 Adopted Budget. The increase is mainly driven by increased cost of health care coverage (\$17,600). Other recurring expenses are essentially at the same level as the prior year.

Town of Miami Lakes FY 2012-13 Proposed Budget

Transfers and Reserve

Transfers and Reserves for FY 2012-13 Proposed Budget are as follows:

Transfers from the General Fund are \$405,500 to the Capital Projects Fund, for Phase II of the 170th Street Greenway Project to provide the required grant match (\$77,500), for the next phase of Miami Lakes Park Redevelopment Project (\$300,000), and for the Neighborhood Matching Grant Program (\$28,000).

The beginning Fund Balance in the FY 2012-13 Proposed Budget for the General Fund is \$3,561,364. Of this amount a reserve of 15% of the General Fund Operating Budget is required to remain as a Reserve, this amount is \$2,180,988, we continue to reserve \$500,000 for possible 2006 hurricane disallowances once the FEMA audit occurs, which leave the Town with an un-programmed reserve of \$880,376.

**FY 2012-13
Proposed Budget
General Fund**

	FY 2010-11 Actual	Adopted Budget FY 2011-12	Amended Budget July 2012 FY 2011-12	FY 2011-12 Projection FY 2011-12	Proposed Budget FY 2012-13	Variance from Current Budget to Proposed	Comments
<i>Rounded to 00's</i>							
Expense							
5100000 · CLERK							
5101210 · SALARIES AND WAGES	\$107,700	\$66,300	\$66,300	\$66,300	\$66,300	\$0	<u>Current Salary and Wages</u>
5102110 · CLERK - PAYROLL TAXES	\$9,200	\$5,200	\$5,200	\$6,100	\$5,072	-\$128	Calculated based on salaries
5102312 · CLERK - FRINGE BENEFITS			\$0			\$0	
5102210 · CLERK - RETIREMENT CONTRIBUTIONS	\$9,700	\$3,600	\$3,600	\$3,500	\$3,434	-\$166	Based on FRS rates
5102310 · CLERK - HEALTH/LIFE INSURANCE			\$0			\$0	
5102311 · CLERK - HEALTH INSURANCE ALLOWANCE	\$11,600		\$0			\$0	Based on Health Coverage of approximately \$11,750 each
5102310 · CLERK - HEALTH/LIFE INSURANCE - Other	\$9,600	\$11,500	\$13,250	\$13,250	\$13,384	\$134	Staff stipend allowance of \$40/month in lieu of phone at savigns to Town
5102313 · CLERK - WIRELESS STIPEND	\$300	\$500	\$500	\$480	\$480	-\$20	Annual software license agreement & support (\$4,000), audio streaming of Council Meetings w Swagit (\$1,620), hosting fee (\$1,500)
5103110 · CLERK - AGENDA MANAGEMENT SYSTEM	\$5,300	\$6,900	\$6,900	\$6,110	\$7,120	\$220	Two storage units for Town's historical records
5103111 · CLERK-RECORDS MANAGEMENT STORAGE		\$0	\$0		\$3,072	\$3,072	Expense eliminated due to cell phone stipend
5104130 · CLERK - TELEPHONE CELLULAR	\$900	\$0	\$0	\$152	\$0	\$0	
5104710 · CLERK - CODIFICATION	\$3,800	\$10,000	\$15,200	\$15,200	\$8,700	-\$6,500	Codification of Land Development Code (\$7,500), new ordinances (\$1,000), regular maintenance fee (\$200)
5104811 · CLERK - FRAMING PROCLAMATION		\$1,000	\$1,000	\$1,000	\$1,000	\$0	Certificates of Recognition
5104910 · CLERK - LEGAL ADVERTISING	\$27,200	\$25,000	\$25,000	\$22,500	\$25,000	\$0	Adevertisement of ordinances, budget hearing and land development code issues; majority of expense during budget cycle
5104920 · CLERK - ELECTION COSTS	\$38,600	\$0	\$0	\$1,031	\$13,000	\$13,000	Estimate from Miami-Dade for November 2012 election; reflects savings due to staging with national election
5105420 · CLERK - EDUCATION AND TRAINING	\$4,200	\$200	\$200	\$200	\$200	\$0	Florida Association of City Clerks & International Institute of Municipal Clerks memberships required to maintain certification
5104990 · CLERK - MISCELLANEOUS EXPENSE		\$0	\$0		\$1,000	\$1,000	Sign Language/TDD Interpreter Services as needed
Total 5100000 · CLERK	\$229,400	\$130,200	\$135,400	\$135,823	\$147,763	\$10,613	

**FY 2012-13
Proposed Budget
General Fund**

	FY 2010-11 Actual	Adopted Budget FY 2011-12	Amended Budget July 2012 FY 2011-12	FY 2011-12 Projection FY 2011-12	Proposed Budget FY 2012-13	Variance from Current Budget to Proposed	Comments
5110000 - COUNCIL							
							<i>Rounded to 00's</i>
SALARY AND WAGES	\$115,000	\$165,300	\$150,265	\$150,265	\$150,000	-\$265	Reflects additional expense for PT Sound Engineer in 2012 converted from independent contractor per IRS guidance; position will no longer be necessary in new Government Center
5112110 - PAYROLL TAXES	\$8,700	\$12,600	\$17,507	\$17,507	\$20,040	\$2,533	Regular employees calculated based on salaries, plus FICA and MICA for Councilmembers
5112222 - FRINGE BENEFITS							
5112210 - MAYOR/COUNCIL - RETIREMENT CONTRIBUTION	\$10,200	\$8,900	\$7,133	\$7,133	\$7,900	\$767	Based on FRS rates
5112324 - HEALTH/LIFE INSURANCE			\$0		\$0	\$0	
5112309 - ASSISTANT TO MAYOR AND COUNCIL HEALTH/LIFE INS	\$20,300	\$30,000	\$22,697	\$22,697	\$35,250	\$12,553	
5112310 - MAYOR - HEALTH/LIFE INSURANCE	\$10,000	\$9,900	\$11,786	\$11,786	\$11,750	-\$36	Based on Health Coverage of approximately \$11,750 each
5112320 - COUNCIL - HEALTH/LEGAL INSURANCE	\$48,700	\$49,500	\$58,750	\$58,750	\$58,750	\$0	
5112324 - HEALTH/LIFE INSURANCE - Other		\$0	\$0		\$0	\$0	
5113111 - COUNCIL - STATE OF TOWN ADDRESS		\$0	\$0		\$0	\$0	Funded thru private donations
5113112 - COUNCIL - ANNUAL PRAYER BREAKFAST		\$0	\$0		\$0	\$0	Funded thru private donations
5114010 - COUNCIL - REIMBURSEMENTS	\$45,000	\$49,400	\$49,400	\$46,092	\$47,013	-\$2,387	Adjusted by CPI (2%) as per Charter
5114020 - COUNCIL - TRAVEL EXPENSES	\$10,600	\$12,000	\$12,000	\$5,000	\$12,000	\$0	Lobbying and educational travel; assumes elimination of travel to Dade Days
5114032 - MAYOR/COUNCIL CAR ALLOWANCE			\$0		\$0	\$0	
5114030 - MAYOR - CAR ALLOWANCE	\$7,200	\$7,200	\$7,200	\$7,200	\$7,200	\$0	Allowance of \$600 per month
5114031 - COUNCIL - CAR ALLOWANCE	\$36,400	\$36,000	\$36,000	\$36,000	\$36,000	\$0	Allowance of \$500 per month
5114110 - COUNCIL - CELLULAR TELEPHONES	\$5,600	\$6,600	\$6,600	\$6,600	\$6,300	-\$300	iPads \$45/ month; cell phones \$30/month
WIRELESS STIPEND			\$0	\$1,000	\$1,440	\$1,440	Staff stipend allowance of \$40/month in lieu of phone
5114910 - COUNCIL - DISCRETIONARY FUND	\$1,500	\$900	\$900	\$600	\$900	\$0	Reflects elimination of discretionary fund for use other than packages to Veterans @ \$75 per month
5114920 - COUNCIL - ADMINISTRATIVE EXPENSES			\$0		\$0	\$0	
900 - MEETINGS - REFRESHMENTS	\$5,200	\$0	\$0	\$0	\$0	\$0	Continues to reflect no meeting refreshments
901 - MEETINGS - SET UP	\$4,100	\$5,600	\$5,600	\$5,600	\$4,300	-\$1,300	Assumes savings from no set-up cost at new government center for half the year
902 - MEETINGS - SOUND ENGINEER	\$4,800	\$6,200	\$3,600	\$5,000	\$0	-\$3,600	Converted to part-time per IRS guidance
903 - COUNCIL - PRINTING	\$1,300	\$1,000	\$1,000	\$1,400	\$1,000	\$0	New business cards for 10 people (\$500) and new stationary (\$500)
904 - NAMES PLATES, AWARDS, KEYS, UNIFORMS	\$300	\$500	\$500	\$500	\$1,000	\$500	New shirts for 10 people, two for council and one for staff (\$30 times 23 = \$690); plates, frames & keys (\$310)
905 - COUNCIL - DUES	\$1,500	\$0	\$0	\$500	\$6,728	\$6,728	Funding for Chamber of Commerce (\$200), Florida League (\$2,857), Miami-Dade League (\$2,671), Conference of Mayor's, plus meal charges (\$1,000)
DIVIDENDS			\$0	\$450	\$0	\$0	
5114920 - COUNCIL - ADMINISTRATIVE EXPENSES - Other	\$400	\$0	\$0	\$0	\$0	\$0	Reflects elimination of Council administrative expenses
5115410 - COUNCIL - EDUCATION AND TRAINING	\$1,600	\$0	\$2,000	\$2,000	\$2,000	\$0	Allowance for Council educational programs
5116500 - CAPITAL OUTLAY	\$1,000	\$0	\$0	\$0	\$0	\$0	
Total 5110000 - COUNCIL	\$339,400	\$401,600	\$392,938	\$386,080	\$409,571	\$16,633	

**FY 2012-13
Proposed Budget
General Fund**

	FY 2010-11 Actual	Adopted Budget FY 2011-12	Amended Budget July 2012 FY 2011-12	FY 2011-12 Projection FY 2011-12	Proposed Budget FY 2012-13	Variance from Current Budget to Proposed	Comments
5120000 · ADMINISTRATION							
<i>Rounded to 00's</i>							
5121210 · ADM - SALARIES AND WAGES	\$691,400	\$687,100	\$847,678	\$847,678	\$883,300	\$35,622	<u>Current Salary and Wages</u> \$188,000
200 · TOWN MANAGER					\$0	\$0	
201 · ASST. TOWN MANAGER					\$0	\$0	
202 · FINANCE MANAGER					\$0	\$0	base of 80,000; partially off-set by reimbursement for SWU mgt (6,000)
203 · HR					\$0	\$0	\$35,778
204 · PROCUREMENT/PUBLIC RELATIONS					\$0	\$0	\$82,500
205 · RECEPTIONIST					\$0	\$0	\$32,000
206 · SR. ACCOUNTANT					\$0	\$0	Base of 73,100; partially off-set by reimbursement for SWU mgt (6,000)
207 · SR. ACCOUNTANT (Part-Time)					\$0	\$0	Base of 76,150; partially off-set by reimbursement for SWU mgt (6,000)
208 · IT ANALYST					\$0	\$0	\$72,500
IT INTERN							\$23,400; converted from independent contractor per IRS guidance
209 · MANAGER'S ASSISTANT					\$0	\$0	\$61,972
210 · GRANT WRITER					\$0	\$0	\$67,500
211 · COMMUNICATIONS DIRECTOR					\$0	\$0	\$0
ACCOUNTING CLERK							\$32,000; converted from independent contractor per IRS guidance
BUDGET AND ADMINISTRATION DIRECTOR							Base of 110,000, partially off-set by reimbursement for CITT program mgmt (46,100)
212 · COLA					\$0	\$0	No COLA in FY 12-13
213 · MERIT					\$0	\$0	No Merit in FY 12-13
214 · EMPLOYEE BONUSES			\$8,466	\$8,466	\$0	-\$8,466	Allocated based on merit and available savings
5121210 · ADM - SALARIES AND WAGES - Other							Reimbursement from SW & CITT for Administrative support \$82,100; reflected above
5121410 · ADM - OVERTIME			\$12,000	\$12,000	\$0	-\$12,000	Calculated based on salaries
5122110 · ADM - PAYROLL TAXES	\$54,900	\$53,900	\$70,280	\$70,280	\$85,100	\$14,820	
5122222 · RETIREMENT							
5122111 · ADM - UNEMPLOYMENT TAX	\$20,400	\$21,000	\$21,000	\$0	\$0	-\$21,000	Reflected if expense is incurred
5122210 · ADM - RETIREMENT CONTRIBUTIONS	\$60,200	\$41,600	\$41,862	\$41,862	\$42,750	\$888	Based on FRS rates and increase due to employees converted from independent contractors due to IRS guidance
5122220 · ADM - DEFERRED COMPENSATION PLAN	\$9,500	\$4,500	\$6,308	\$6,308	\$6,450	\$142	Town Manager \$2,500 per contract; Senior Accountant in lieu of FRS of FRS benefits 457 & 401 plans
5122311 · ADM - HEALTH INSURANCE ALLOWANCE	\$37,900	\$93,800	\$117,510	\$117,510	\$155,100	\$37,590	Based on Health Coverage of approximately \$1,750 per employee per year; increase also due to employees converted from independent contractors; split based on employee option to get health insurance or a health allowance
5122310 · ADM - HEALTH/LIFE INSURANCE - Other	\$56,100	\$0	\$0	\$0	\$0	\$0	
5124010 · ADM - CAR ALLOWANCE	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$0	Per Town Manager's Contract at \$500.00 per month
5124011 · WIRELESS STIPEND	\$200	\$1,000	\$1,000	\$1,000	\$1,440	\$440	Staff stipend allowance of \$40/month in lieu of phone
5133120 · ADM - INTERGOVERNMENTAL RELATIONS	\$61,600	\$25,000	\$10,000	\$16,000	\$25,000	\$15,000	Reflects State lobbying services as needed based on hourly contractual rate
5133130 · ADM - GRANT DEVELOPMENT	\$4,000	\$0	\$0	\$0	\$0	\$0	Eliminated due to addition of in-house grant staff

**FY 2012-13
Proposed Budget
General Fund**

	FY 2010-11 Actual	Adopted Budget FY 2011-12	Amended Budget July 2012 FY 2011-12	FY 2011-12 Projection	Proposed Budget FY 2012-13	Variance from Current Budget to Proposed	Comments
5140000 · TOWN ATTORNEY							
							<i>Rounded to 00's</i>
5143110 · LEGAL - GENERAL LEGAL	\$242,400	\$222,000	\$239,629	\$232,000	\$234,000	-\$5,629	Assumes contract at a rate of \$18,500 per month for \$222,000 per year plus \$12,000 in allowance and special services
5143120 · LEGAL - CODE COMPLIANCE	\$2,900	\$3,000	\$3,000	\$0	\$3,000	\$0	Support included in base rate enforcement, appeals, lien foreclosure
5143130 · LEGAL - LAND DEVELOPMENT APPLICATIONS	\$22,300	\$20,000	\$2,371	\$0	\$10,000	\$7,629	Legal support for review and approval of major developments
· LEGAL - SPECIAL COUNSEL FOR ADA	\$13,400	\$0	\$66,600	\$66,600	\$0	-\$66,600	Matter closed
514XXXX · LEGAL - REWRITE OF LAND DEVELOPMENT CODE	\$400	\$25,000	\$25,000	\$25,000	\$15,000	-\$10,000	Completed in calendar 2012, includes legal and technical support for rewrite of the commercial & industrial portions of the Code
5143140 · LEGAL - COMPREHENSIVE PLAN		\$0	\$0	\$0	\$0	\$0	No expenses expected in FY 13
5143150 · LEGAL - REAL PROPERTY		\$5,000	\$5,000	\$5,000	\$5,000	\$0	For real estate transactions such as those for the FDOT parcels
5143161 · LEGAL - LITIGATION - FIXED RATE	\$83,600	\$85,000	\$85,000	\$85,000	\$85,000	\$0	Assumes contract at \$80,000 per year plus \$5,000 in allowances
Total 5140000 · TOWN ATTORNEY	\$365,000	\$360,000	\$426,600	\$413,600	\$352,000	-\$74,600	
5150000 · BUILDING							
5151412 · SALARIES							
5151210 · BUILDING - SALARIES AND WAGES	\$298,400	\$289,100	\$499,872	\$499,872	\$347,227	-\$152,645	<u>Current Salary and Wages</u> \$116,709
400 · BUILDING OFFICIAL		\$0	\$0	\$0	\$0	\$0	\$71,440 Assumes 32 hrs./wk., with 8 hours per week to building code enforcement
401 · CHIEF BUILDING INSPECTOR		\$0	\$0	\$0	\$0	\$0	\$52,000
402 · LEAD PERMIT CLERK		\$0	\$0	\$0	\$0	\$0	\$49,078
403 · PERMIT CLERK - 1		\$0	\$0	\$0	\$0	\$0	\$26,000; converted from independent contractor for scanning per IRS guidance
403 · PERMIT CLERK - 1		\$0	\$0	\$0	\$0	\$0	\$32,000; converted from independent contractor for scanning per IRS guidance
404 · PERMIT CLERK - 2		\$0	\$0	\$0	\$0	\$0	No COLA in 11-12
406 · COLA		\$0	\$0	\$0	\$0	\$0	No Merit in 11-12
407 · MERIT		\$0	\$0	\$0	\$0	\$0	Reflects part-time building staff converted from independent contractors per IRS guidance
5151210 · BUILDING - SALARIES AND WAGES - Other		\$0	\$0	\$0	\$224,000	\$224,000	Based on salaries
5151410 · BUILDING - OVERTIME	\$400	\$0	\$0	\$0	\$0	\$0	
5152110 · BUILDING - PAYROLL TAXES	\$23,800	\$23,000	\$41,403	\$41,403	\$51,500	\$10,097	
5152312 · BUILDING - FRINGE BENEFITS		\$0	\$0	\$0	\$0	\$0	
5152210 · BUILDING - RETIREMENT CONTRIBUTION	\$28,300	\$16,500	\$22,336	\$22,336	\$30,500	\$8,164	Based on current FRS rates
5152311 · BUILDING - HEALTH INSURANCE ALLOWANCE	\$1,500	\$0	\$0	\$0	\$0	\$0	\$0 Based on Health Coverage of approximately \$1,750 per year per employee; split based on employee option to get health insurance or a health allowance
5152310 · BUILDING - HEALTH/LIFE INSURANCE - Other	\$38,400	\$41,600	\$49,123	\$49,123	\$72,000	\$22,877	Director and Inspector car stipend, gas, insurance, and maintenance
5154611 · BUILDING - CAR ALLOWANCE	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000	\$0	
Total 5152312 · FRINGE BENEFITS							
5153412 · BUILDING - JANITORIAL SERVICES	\$3,800	\$0	\$0	\$0	\$0	\$0	Incorporated into Rent for current location, budgeted in Administration for new Government Center
5153427 · BUILDING - CONTRACTUAL SERVICES		\$216,001	\$55,996	\$74,640	\$74,640	-\$141,361	Remaining corporate contractors for structural services and plan review
5154110 · BUILDING - TELEPHONE AND FAX	\$1,600	\$1,200	\$1,200	\$1,200	\$1,200	\$0	Same as current year

**FY 2012-13
Proposed Budget
General Fund**

	FY 2010-11 Actual	Adopted Budget FY 2011-12	Amended Budget July 2012 FY 2011-12	FY 2011-12 Projection FY 2011-12	Proposed Budget FY 2012-13	Variance from Current Budget to Proposed	Comments
							Planning support for review and approval of major developments
5163000 · GENERAL PLANNING CONSULTANTS	\$11,000		\$10,000	\$30,000	\$20,000	\$10,000	
5163001 · CONTRACTUAL CODE COMPLIANCE SERVICES	\$237,900	\$260,000	\$196,571	\$196,571	\$220,360	\$23,789	3 full-time Code Enforcement officers, 20% of Building Code Inspection Officer. Budget incorporates additional funding for part-time code enforcement on weekends
5163120 · PLANNING - COMPREHENSIVE MASTER PLAN		\$0	\$500	\$500	\$500	\$0	
ECONOMIC DEVELOPMENT STRATEGY IMPLEMENTATION		\$25,000	\$25,000	\$25,000	\$25,000	\$0	Funding for economic development strategy for Town
5163150 · PLANNING - CONCURRENCY MANAGEMENT	\$18,600	\$20,000	\$0	\$0	\$15,000	\$15,000	Transportation data collection
5163XXX · PLANNING - GEOGRAPHICAL INFO SYSTEM	\$7,000	\$7,500	\$11,000	\$14,180	\$0	-\$11,000	Reflected in Administration software licensing
5163400 · PRINTING/ELECTRONIC RECORDS							
5164710 · PLANNING - PRINTING EXPENSE	\$2,900		\$500	\$500	\$500	\$0	Specialize printing for Code Enforcement forms
5163400 · PRINTING/ELECTRONIC RECORDS - Other	\$2,300	\$0	\$0	\$0	\$0	\$0	
5163420 · PLANNING - SITE PLAN REVIEWS		\$1,000	\$1,000	\$1,000	\$1,000	\$0	Outside engineering support for cost recovery
STIPEND							
5164130 · CELLULAR TELEPHONES							Sipend for Director in lieu of cellular phone
550 · CELLULAR TELEPHONES - PLANNING	\$800	\$700	\$700	\$271	\$0	-\$700	
551 · CELLULAR TELEPHONES - CODE COMPLIANCE	\$800	\$1,200	\$1,200	\$1,200	\$1,200	\$0	Four regular cell phones @ \$25/mo
5164900 · SPECIAL MASTER	\$900	\$1,000	\$1,000	\$1,000	\$1,200	\$200	Based on a contract at \$100 per hour
5164911 · CODE COMPLIANCE - REIMBURSEMENT EXPENSE	\$200	\$1,000	\$500	\$1,000	\$1,000	\$500	Clean-up of abandoned properties as cost recovery; new contract to be issued in 2013
5164912 · CODE COMPLIANCE - UNIFORMS/BADGES		\$300	\$300	\$300	\$300	\$0	Uniforms for Code Enforcement Officers
5164909 · PLANNING - DEVELOPMENT AGREEMENT	\$1,200	\$0	\$0	\$0	\$0	\$0	Legal expense with Town Attorney
5164910 · PLANNING - RECORD VARIANCE RES		\$500	\$100	\$100	\$100	\$0	Cost of recording variances; cost is paid by the applicant
5164913 · CODE COMPLIANCE - LIEN RECORDING	\$3,700	\$4,000	\$4,000	\$4,000	\$4,000	\$0	Cost of recording code enforcement liens
Total 5160000 · PLANNING AND DEVELOPMENT	\$693,700	\$696,700	\$659,840	\$655,572	\$707,679	\$47,839	
5210000 · POLICE							
5213410 · POL - PATROL SERVICES	\$5,958,800	\$6,019,400	\$5,750,900	\$5,464,370	\$5,741,000	-\$9,900	County estimates at \$5.741 million
5213411 · POL - OVERTIME	\$414,000	\$432,000	\$482,000	\$482,000	\$432,000	-\$50,000	Overtime funding to conduct initiatives to address Targeted Crimes
POLICE OVERTIME REIMBURSEMENT FROM LETF							
5213420 · POL - SCHOOL CROSSING GUARDS	\$80,700	\$122,000	\$100,940	-\$6,100	-\$32,500	-\$32,500	Reflect accrued revenue as a reimbursement for overtime initiatives
5213470 · POL - JANITORIAL SERVICES	\$3,900	\$0	\$0	\$101,000	\$98,000	-\$2,940	Assumes continuation of the school crossing guard program at the current level
5214110 · POL - TELEPHONE-CELL	\$2,100	\$2,100	\$2,100	\$2,100	\$2,880	\$780	To be allocated at time of contract issuance
5214111 · POL - TELEPHONES - TOWN HALL	\$2,900	\$2,500	\$2,500	\$2,500	\$2,500	\$0	Eight regular phones @ \$30/month w texting
5214310 · POL - TOWN HALL - UTILITIES (ELECTRIC)	\$2,100	\$6,200	\$0	\$0	\$5,800	\$5,800	Allocated based on cost of the service
5214410 · POL - TOWN HALL - RENT	\$78,500	\$75,100	\$102,360	\$102,360	\$51,180	-\$51,180	Estimate of \$11,500 per year. Assumes six months of electrical cost in new Government Center
5214420 · POL - COPIER LEASE/PER COPY FEE	\$1,100	\$500	\$500	\$2,400	\$2,025	\$1,525	Assumes rent for six months @ \$8,530 per month
5214610 · POL - REPAIR AND MAINTENANCE	\$1,100	\$1,500	\$1,500	\$500	\$500	-\$1,000	Combined lines monthly rental and copy expense
5214710 · POL - PRINTING EXPENSE		\$0	\$0	\$0	\$0	\$0	Based on current trends

Rounded to 00's

**FY 2012-13
Proposed Budget
General Fund**

	FY 2010-11 Actual	Adopted Budget FY 2011-12	Amended Budget July 2012 FY 2011-12	FY 2011-12 Projection	Proposed Budget FY 2012-13	Variance from Current Budget to Proposed	Comments
5414322 · UTILITIES EXPENSE							
5414320 · PW - RIGHT OF WAY - ELECTRICITY	\$5,800	\$10,000	\$10,000	\$6,500	\$6,500	-\$3,500	Based on historical usage
5414321 · PW - RIGHT OF WAY - WATER	\$28,300	\$25,000	\$27,000	\$27,000	\$25,000	-\$2,000	Based on 30 accounts (water) \$25,000
5414330 · PW - UNDERGROUND UTILITY LOCATION	\$15,700	\$18,000	\$18,000	\$15,000	\$23,000	\$5,000	Based on \$1,500/month for electric only; additional funding to identify SW locations
5414610 · PW - STREETLIGHTING REPAIRS AND MAINTENANCE	\$97,600	\$105,000	\$120,000	\$105,000	\$120,000	\$0	Continuation of repair efforts; Street lighting repair contract NTE \$105,000
5414620 · PW - RIGHT OF WAY MAINTENANCE	\$437,400	\$452,400	\$514,090	\$520,830	\$397,400	-\$116,690	Reflects grounds maintenance expense for ROW & funding for pressure cleaning, litter pick-up, & irrigation improvements
760 PW - ENTRY FEATURE WATER MAINTENANCE		\$3,100	\$4,600	\$4,600	\$5,000	\$400	Maintenance of entry feature fountains and installation of tile for reduction of future maintenance funding allocated
761 EXTERMINATION SERVICES		\$5,000	\$5,000	\$3,500	\$5,000	\$0	Rodent, Bee, Duck, & Dead Animal Removal, previously included in ROW Maintenance line item
5414625 · PW - TREE TRIMMING		\$0	\$125,000	\$125,000	\$120,000	-\$5,000	Based on a three year trimming cycle (\$110,000) and a \$10,000 allocation for unscheduled work
5414626 · PW - NEW TREES/PLANTS/SUPPLIES	\$31,100	\$87,500	\$87,500	\$63,000	\$87,500	\$0	Continue tree planting program at the current year's level
PW - TREE REPLACEMENT PROGRAM							
5414627 · PW - TREE CUTTING (STUMP & DEAD TREE REMOVAL)		\$8,000	\$8,000	\$11,000	\$12,000	\$4,000	Funding for removal of about 100 black olive trees and replanting a different species at those locations.
5414710 · PW - PRINTING EXPENSE	\$200	\$0	\$0	\$0	\$0	\$0	Tree & stump removal and removal permits
5414900 · HURRICANE COSTS	\$66,300	\$0	\$0	\$0	\$0	\$0	Disallowance from 2006 hurricanes (\$500,000 are in reserve as contingency for additional disallowance)
5414905 · PW - HURRICANE FAIR	\$1,200	\$1,500	\$1,500	\$1,500	\$1,500	\$0	
5414911 · PW - TOWN BEAUTIFICATION	\$500	\$0	\$75,000	\$0	\$50,000	-\$25,000	Funding for Beautification Master Plan Development
5414913 · PW - MISCELLANEOUS EXPENSE (GENERAL REPAIRS AND I	\$1,500	\$1,000	\$1,000	\$1,000	\$3,000	\$2,000	Need uniforms, magnets for cars, and IDs (for 5 staff, \$50 ea for 5 = \$1,250) 3 on each car \$250
5414931 · PW - REIMBURSEMENT FROM SRF 6¢ LOCAL GAS	-\$200,000	-\$200,000	-\$200,000	\$0	-\$150,000	\$50,000	Reimbursement of ROW maintenance expenses from Special Revenue Fund
5415212 · VEHICLE OPERATION AND MAINTENANCE	\$4,200	\$4,000	\$4,000	\$3,000	\$3,500	-\$500	Currently includes CLS staff who do PW work
5415210 · PW - VEHICLE OPERATION FUEL/OIL							
5415212 · VEHICLE OPERATION AND MAINTENANCE - Other	\$1,900	\$1,500	\$3,500	\$3,500	\$3,500	\$0	Currently includes CLS staff who do PW work
5416000 · PW - FURNITURE & EQUIP	\$2,700	\$3,000	\$500	\$500	\$3,000	\$2,500	Need to repair pressure cleaning tank
5416210 · PW - LEASEHOLD IMP/EMERGENCY GENERATOR		\$0	\$0	\$0	\$0	\$0	
5493410 · PW - DEMAND SERVICES - CONTRACTUAL	\$75,100	\$64,500	\$64,500	\$64,500	\$65,000	\$500	Contractual expense for on-demand transit services
5495210 PW - DEMAND SERVICES - FUEL			\$0				Included in contractual expense
5493410 PW - DEMAND SERVICES - CONTRACTUAL - Other		\$15,500	\$15,500	\$15,500	\$0	-\$15,500	New engine (\$13,000) and new transmission (\$2,500) for Town bus in 2012
Total 5493410 PW - DEMAND SERVICES - CONTRACTUAL			\$0				
Total 5410000 · PUBLIC WORK	\$1,006,700	\$1,132,600	\$1,440,216	\$1,526,376	\$1,393,568	-\$96,648	

Rounded to 00's

**FY 2012-13
Proposed Budget
General Fund**

	FY 2010-11 Actual	Adopted Budget FY 2011-12	Amended Budget July 2012 FY 2011-12	FY 2011-12 Projection FY 2011-12	Proposed Budget FY 2012-13	Variance from Current Budget to Proposed	Comments
5720000 - COMMUNITY AND LEISURE SERVICES			\$0				
<i>Rounded to 00's</i>							
5721210 - CLS - SALARIES AND WAGES	\$371,900	\$321,800	\$360,268	\$360,268	\$334,800	-\$25,468	<u>Current Salary and Wages</u>
600 - COMMUNITY AND LEISURE SERVICES DIRECTOR			\$0			\$0	\$92,100
601 - REC AID - 1			\$0			\$0	\$19,000
602 - REC AID - 2			\$0			\$0	\$24,000
603 - GREEN SPACE MAINTENANCE SUPERVISOR			\$0			\$0	\$54,000
604 - LEISURE SERVICES MANAGER			\$0			\$0	\$54,400
605 - COMMITTEES AND SPECIAL EVENTS COORDINATOR			\$0			\$0	Transferred to Mayor and Town Council
606 - ATHLETIC FACILITIES SUPERVISOR			\$0			\$0	\$34,700
CLS MAINTENANCE COORDINATOR							\$45,600
607 - REC AID - 3			\$0			\$0	\$0
. REC AID - 3 MARINA OPERATIONS (Part-Time)			\$0			\$0	\$11,000
608 - COLA			\$0			\$0	No COLA in 11-12
609 - MERIT			\$0			\$0	No Merit in 11-12
5721210 - CLS - SALARIES AND WAGES - Other			\$0			\$0	
Total 5721210 - PARKS - SALARIES & WAGES			\$0		\$63,400	\$63,400	Reflects part-time instructor converted from contractors per IRS; will award competitive contract to provide services during Q1
5721410 - CLS - OVERTIME	\$900	\$1,000	\$1,000		\$1,000	\$0	To support weekend tournaments and events
5722110 - CLS - PAYROLL TAXES	\$28,500	\$24,700	\$28,150	\$28,150	\$37,000	\$8,850	Based on salaries
5722310 - FRINGE BENEFITS							
5722210 - CLS - RETIREMENT CONTRIBUTION	\$33,900	\$17,200	\$17,055	\$17,055	\$21,000	\$3,945	Based on FRS rates
5722311 - CLS - HEALTH INSURANCE ALLOWANCE	\$1,500	\$61,400	\$61,400	\$60,741	\$84,000	\$22,600	Based on Health Coverage of approximately \$11,750 per year per employee; split based on employee option to get health insurance or a health allowance
5722312 - CLS - HEALTH INSURANCE	\$50,600		\$0			\$0	
5723110 - CLS - CONSULTANT SERVICES	\$15,700		\$0	\$500		\$0	Funding was needed to pursue national accreditation for the Department. Goal will be delayed
5723160 - CLS - TEMPORARY ADMINISTRATIVE SUPPORT	\$7,800	\$7,500	\$7,500	\$5,000	\$10,000	\$2,500	Community & Leisure Services College Internship Program
5724010 - CLS - OPERATING MILEAGE REIMBURSEMENT	\$2,100	\$2,500	\$2,500	\$2,000	\$2,000	-\$500	Reflects increased IRS reimbursement rates
5724110 - CLS - CELLULAR TELEPHONES	\$2,200	\$1,600	\$1,600	\$800	\$600	-\$1,000	One phone with data @ \$55/month and three @ \$25/month
WIRELESS STIPEND			\$0	\$1,590	\$2,400	\$2,400	\$40/ month for 5 employees
5723400 - CLS - MINI/PICNIC PARKS - GENERAL REPAIRS	\$58,100	\$50,000	\$209,000	\$175,000	\$50,000	-\$159,000	Repair of facilities, plumbing, sidewalks, sod, tot lots, pavilions, amenities
5723410 - CLS - MINI/PICNIC PARKS - JANITORIAL	\$11,900	\$19,500	\$19,500	\$10,000	\$20,000	\$500	Depends on contractual award for new facility maintenance
5724310 - CLS - MINI/PICNIC PARKS - UTILITIES	\$65,800	\$56,000	\$56,000	\$56,000	\$66,000	\$10,000	Reflects summertime peak usage; new facilities likely on line mid-year at best
5724611 - CLS - MINI/PICNIC PARKS - IMPROVEMENTS NON-CAPITAL		\$12,000	\$2,500	\$2,500	\$2,500	\$0	Includes minor plumbing, electrical, & lock repairs
5724612 - CLS - MINI PARKS - DAILY MAINTENANCE			\$0			\$0	
MINI PARKS TREE TRIMMING			\$25,000	\$25,000	\$60,000	\$35,000	Based on a three year trimming cycle (\$55,000) and a \$5,000 allocation for unscheduled work
5724610 - CLS - MINI/PICNIC PARKS MAINTENANCE	\$246,300	\$250,000	\$225,000	\$107,200	\$250,000	\$25,000	Ground Maintenance Contractual expense
5726310 - CLS - CAPITAL OUTL MINI/PICNIC	\$4,500	\$52,000	\$72,500	\$167,816	\$104,168	\$31,668	Includes irrigation improvements estimated at \$189,000 necessary for achieving performance standards in new contracts

**FY 2012-13
Proposed Budget
General Fund**

	FY 2010-11 Actual	Adopted Budget FY 2011-12	Amended Budget July 2012 FY 2011-12	FY 2011-12 Projection FY 2011-12	Proposed Budget FY 2012-13	Variance from Current Budget to Proposed	Comments
ADDITIONAL EXPENSE			\$0				
TRANSFERS IN							
FACILITIES AND EQUIPMENT DEVELOPMENT CPF		\$0	\$279,800	\$279,800	\$0	-\$279,800	
RECOVERY OF CLOSING COSTS FROM CPF	\$96,100		\$0		\$0	\$0	
DIVIDEND BALANCE FROM SRF	\$57,300		\$0		\$0	\$0	
Total Other Income			\$279,800		\$0	-\$279,800	
TRANSFER TO CAPITAL PROJECTS FUND							
PUBLIC WORKS							
PUBLIC WORKS STORAGE YARD		\$440,000	\$440,000	\$440,000	\$0	-\$440,000	
COMMUNITY AND LEISURE SERVICES							
BOUNDLESS PAYGROUND		\$0	\$0	\$0	\$0	\$0	
ROYAL OAKS PARK		\$60,000	\$60,000	\$60,000	\$0	-\$60,000	
NW 170TH STREET BIKEWAY		\$0	\$35,000	\$35,000	\$77,500	\$42,500	
SEVILLA ESTATES		\$100,000	\$100,000	\$100,000	\$0	-\$100,000	
MIAMI LAKES OPTIMIST CLUBHOUSE		\$1,000,000	\$1,007,308	\$1,142,000	\$0	-\$1,007,308	
MIAMI LAKES OPTIMIST PARK WATER & SEWER		\$600,000	\$600,000	\$600,000	\$0	-\$600,000	
MIAMI LAKES OPTIMIST PARK REDEVELOPMENT					\$300,000		Recommend allocating to complete park redevelopment plan for field reconfiguration and new gym; Estimated cost \$5 million
COMMUNITY CENTER WEST		\$700,000	\$787,000	\$1,012,000	\$0	-\$787,000	
TOT-LOT REHABILITATION PROGRAM		\$21,100	\$21,100	\$21,100		-\$21,100	\$1,972,100
NEIGHBORHOOD MATCHING GRANT PROGRAM			\$28,000	\$28,000	\$28,000	\$0	\$130,000
COMMUNITY CENTER EAST		\$1,200,000	\$1,200,000	\$1,200,000		-\$1,200,000	\$257,692
TOTAL TRANSFER TO CAPITAL		\$4,204,700	\$4,278,408	\$4,638,100	\$405,500	-\$4,172,908	
TRANSFER TO CONSTRUCTION FUND FOR ISSUANCE COST		\$96,500	\$0	\$0	\$0		
TRANSFER TO SPECIAL REVENUE FUND		\$525,000	\$0	\$0	\$0		
FRS JUL 2011 ADJUSTMENT		\$0	\$0	\$0			
NON DEPARTMENTAL RESERVE		\$0	-\$600	\$326,352	\$0	\$600	
IRS SETTLEMENT for 2010 & 2011			\$180,000	\$180,000		-\$180,000	
ADA SETTLEMENT			\$127,500	\$67,500		-\$127,500	
FRS CONTINGENCY			\$0	\$60,000	\$0	\$0	
QNP PAYMENT TO COUNTY		\$154,000	\$154,000	\$154,000	\$154,000	\$0	
TOTAL ADDITIONAL EXPENSES		\$2,621,700	\$4,358,100	\$5,425,952	\$559,500	-\$4,479,808	
Total Expense		\$16,617,800	\$18,763,400	\$20,274,229	\$15,099,420	-\$5,672,928	\$146,369
Excess Revenue over Expenditure		\$1,142,900	\$0	\$0	\$0	\$351,750	



**Special Revenue
and
Stormwater Utility Fund**

Town of Miami Lakes FY 2012-13 Proposed Budget

Special Revenue Fund Detail

Local Option Gas Tax Communication Tax

Local Option Gas tax is derived from the six (6) cents which is imposed on Motor and Diesel Fuels. For FY 2012-13, the Town anticipates receiving a total of \$375,000. Additionally, the estimated carry-over funds are budgeted at \$50,700 for a total budget of \$425,700.

This funding is limited to transportation related activities. The activities funded for FY 2012-13 include: road system maintenance (\$95,700), pot-hole repair (\$75,000), general public works activities (\$150,000), and trip hazard sidewalk replacement (\$100,000). There is no transfer to the Capital Projects Fund in the FY 2012-13 Budget.

Transit Sales Tax

The Town is anticipating revenues of \$1,592,604 for FY 2012-13, which include \$190,000 from the 20% of Transportation Sales Tax dedicated to transit operations, \$384,174 in prior year carryover funds, a \$570,000 for a federal earmark, a \$294,000 state grant for buses ordered in the current FY, a \$238,900 state grant for Circulator Operations, and a \$20,000 grant from the Metropolitan Planning Organization (MPO) to complete an Origin and Destination Study to evaluate Town commuter patterns for Transit and TDM planning purposes.

A soft launch of circulator operations began in July 2012, and is currently operating on both and East and West Routes during morning and evening peak periods. An official launch for services in planned for November of this year.

Police Impact Fees

Impact fees are paid based on new construction. The Police Impact Fees are budgeted under the Special Project fund to ensure that they are not commingled with routine operating expenses; the Town is anticipates receiving about \$11,800 for the FY 2012-13, this revenue and \$298,811 of prior year carryover revenue are being earmarked for construction of the Police Station within the Government Center, and \$301,611 will be transferred to the Construction Fund after the drawdown of bond funds for the project.

**FY 2012-13
Proposed Budget
Special Revenue Fund**

Rounded to 00's

FY 2010-11 Actual Expense	Adopted Budget	Amended Budget June 2012	FY 2011-12 Projection	Proposed Budget	Comments
FY 2010-11	FY 2011-12	FY 2011-12	FY 2011-12	FY 2012-13	

TRANSPORTATION

Revenue

Local Option Gas Tax - 6 cents							
3120010	Current Year Revenue	377,600	\$371,200	\$371,200	\$381,500	\$375,000	Estimate provided by DOR
	Disaster Relief Funding - Hurricane Reimb.			\$0			
	Expense Reimbursements			\$0			
	Prior-Year Carry-Over Funds	573,900	\$491,900	\$511,700	\$511,700	\$50,700	
	Total Revenue	951,500	\$863,100	\$882,900	\$893,200	\$425,700	

Local Option Gas Tax - 6 cents							
5413400	Road System Maintenance	111,300	\$54,000	\$150,000	\$150,000	\$95,700	Safety improvements, beautification, irrigation
3819102	Transfer to Public Works Gen Fund	200,000	\$200,000	\$200,000	\$0	\$150,000	Reimbursement to the Public Works Department
5413411	Pothole Repairs		\$70,000	\$130,000	\$130,000	\$75,000	Reflects more aggressive approach
	Sidewalk Replacement						Continue to replace trip-hazard sidewalks with Precision contract \$40,000 and campaign to repair sidewalks throughout the Town
5413412	Hurricane cost	89,200	\$200,000	\$322,500	\$322,500	\$100,000	
				\$0	\$0	\$0	
5413413	Stripping and signs	14,600	\$40,000	\$65,400	\$40,000	\$5,000	Neighborhood stripping, sign replacement, and crosswalk improvements
	Transfer to Capital		\$0	\$0	\$200,000	\$0	No Transfer to Capital Budget in 2013
5420020	ADA Improvements		\$50,000	\$15,000	\$0	\$0	For Americans with Disability Act improvements
	Reserve for Road System		\$249,100	\$0	\$0	\$0	
	Total Expense	415,100	\$863,100	\$882,900	\$842,500	\$425,700	
	Balance	536,400	\$0	\$0	\$50,700	\$0	
		511,350					

TRANSIT

Revenue

3350019	Transit Revenue 20% share of PTP	159,900	\$183,100	\$183,100	\$190,000	\$190,000	20% of County Half Cent Sales Tax for transit uses only
	Transfer from General Fund			\$0	\$0	\$0	
3315050	State Grant for bus purchase		\$294,000	\$294,000	\$0	\$294,000	Diesel Bus ordered in Feb. anticipated delivery in 12-14 months; grant extension to accommodate delivery date; Funds will be match using soft match dollars (non-cash) from State Toll Revenues
3315053	FTA Grant for Bus Shelters		\$271,800	\$271,800	\$0	\$0	Federal Transit Authority Grant; No match requirement; Contract with MDT for work so Revenue and Expense stays with County
3315054	Federal Earmark for Trolley Purchase		\$570,000	\$570,000	\$0	\$570,000	Hybrid Bus ordered in Feb. anticipated delivery in 12-14 months; grant extension to accommodate delivery date; No Match
3315051	State Grant for Bus purchase		\$0	\$0			This is a portion of the \$294,000 grant and is reflected above
3315055	State Grant for Circulator Operations		\$238,900	\$238,900	\$44,810	\$134,430	Operational funding for Town Circulator; match is \$238,875 from Transit Surtax Funds; Grant Expires June 30, 2013
	MPO Grant for Origin & Destination Study					\$20,000	Awarded in 2012
	Administration Revenue 5% of PTP		\$0	\$0			Moved to expenditure line
	Prior-Year Carry-Over Funds	174,300	\$230,800	298,700	298,700	384,174	
	Total Revenue	334,200	\$1,788,600	\$1,856,500	\$533,510	\$1,592,604	

Transit Improvements

FTA Grant for Bus Shelter							
5444512	Shelters		\$258,200	\$258,200	\$0		Federal Transit Authority Grant; No match requirement; Contract with Miami-Dade Transit for work so Revenue and Expense stay with County
5444513	Administration Expense		\$13,600	\$13,600	\$0		
	Subtotal		\$271,800	\$271,800	\$0		
	FTA Grant for Trolley			\$0			
5444514	Bus Purchase		\$204,600	\$204,600	\$0	\$204,600	Diesel Bus ordered in Feb. anticipated delivery in 12-14 months; grant extension to accommodate delivery date; Funds will be match using soft match dollars (non-cash) from State Toll Revenues
5444515	Bus Signage		\$60,000	\$60,000	\$0	\$0	
5444516	Operations and Maintenance		\$0	\$0	\$0	\$0	
5444517	Administration Expense		\$29,400	\$29,400	\$0	\$29,400	
	Subtotal		\$294,000	\$294,000	\$0	\$294,000	
5444514	Trolley Purchase		\$513,000	\$513,000	\$0	\$513,000	Hybrid Bus ordered in Feb. anticipated delivery in 12-14 months; grant extension to accommodate delivery date; No Match
	Administration Expense		\$57,000	\$57,000	\$0	\$57,000	
	Subtotal		\$570,000	\$570,000	\$0	\$570,000	
	Origin and Destination Study (MPO Grant)					\$20,000	2012 Award by MPO for O&D Study; match provided by surtax funds \$10,000
5445210	Circulator Operations		\$238,900	\$238,900	\$44,810	\$134,430	Expense as needed for operation of circulator service and establishment of park and ride locations to alleviate peak hour traffic congestion
	Subtotal Grant Related Transit Expense		\$1,374,700	\$1,374,700	\$44,810	\$998,430	

Transit Surtax Related Expense

	Salary and Wages				\$6,400	\$16,676	
	Payroll Taxes				\$490	\$1,276	
	Retirement				\$326	\$864	
	Bus Shelters - New						
5444610	Bus Shelters - Repairs & Maintenance	\$25,000	\$25,000	\$25,000	\$25,000	\$30,000	Separate contract to be awarded
5444510	Bus Shelters/Bus - Property Insurance	\$13,000	\$13,000	\$13,000	\$13,000	\$13,000	Maintenance contract for cleaning
5446320	Bus Benches	\$6,500	\$6,500	\$0	\$0	\$0	Includes Ins. For bus and bus shelters
	Marketing & Promotional Support		\$0	\$0	\$5,000	\$80,000	Includes the productin of marketing materials, signage, & promotional support for Transit & TDM Programs in support of the Town's Commute Trip Reduction Program
	Bus Acquisition		\$0	\$0	\$0	\$22,500	Funding to complete purchase of Diesel Bus; total bus expense \$286,950

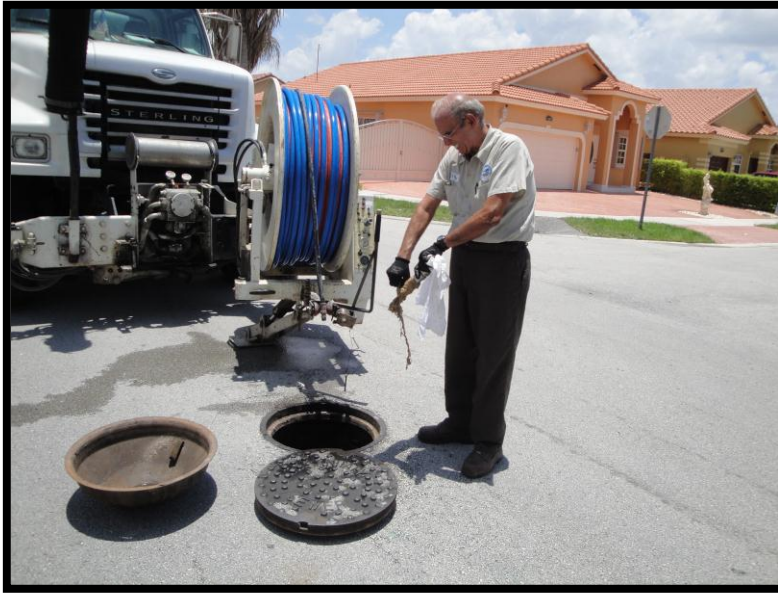
**FY 2012-13
Proposed Budget
Special Revenue Fund**

		FY 2010-11 Actual Expense	Adopted Budget	Amended Budget June 2012	FY 2011-12 Projection	Proposed Budget	Comments	
		FY 2010-11	FY 2011-12	FY 2011-12	FY 2011-12	FY 2012-13		
		<i>Rounded to 00's</i>						
5443410	Bus Circulator Expenses		\$238,900	\$238,900	\$44,810	\$134,430	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	Bus Circulator Insurance			\$0			Included in contractual expense	
5444910	Administration Expense	8,000	\$9,200	\$9,200	\$9,500	\$9,500	Administration 5% of PTP 20% for Transit	
5443110	Transit Professional Fees	10,000		\$0	\$0	\$0	Work completed in-house	
5443109	Traffic Studies	4,500	\$10,000	\$10,000	\$0	\$0	Required by Miami Dade County for approval of traffic calming devices; reflected in Transportation Capital	
5443108	Traffic Calming	13,000	\$20,000	\$20,000	\$0	\$0	Reflected in Transportation Capital	
5443107	Crosswalks		\$50,000	\$50,000	\$0	\$50,000	Crosswalk improvements connecting to transit routes	
5444611	Transit Equipment Non-Capital		\$0	\$0				
	Origin & Destination Study					\$30,000	2012 Award by MPO for O&D Study; match provided by surtax funds \$10,000	
	Reserved for Transit		\$41,300	\$109,200		\$205,929		
	Subtotal Transit Surtax Related Expense	35,500	\$413,900	\$481,800	\$104,526	\$594,174		
	Transit Expense	35,500	\$1,788,600	\$1,856,500	\$149,336	\$1,592,604		
	Transit Balance	298,700	\$0	\$0	\$384,174	\$0		
	Impact Fees - Police							
	Current Year Revenue	1,100	\$1,000	\$1,000	\$1,611	\$11,800	Revenues collected as per Police Impact Fee Ordinance	
	Prior-Year Carry-Over Funds	287,100	\$288,100	\$288,200	\$288,200	\$289,811		
	Total Revenue	288,200	\$289,100	\$289,200	\$289,811	\$301,611		
	Police Impact Fees -Transfer to Capital Project -Town Hall	0	\$288,100	\$289,200	\$0	\$301,611	Allocated for construction of police station within new Town Hall; transferred after drawdown of bond funds	
	Balance	288,200	\$1,000	\$0	\$289,811	\$0		
	RESERVED FOR HOMEOWNERS DIVIDEND FUND							
	Prior Year Carry-over Non-Ad Valorem Funds	525,000	\$0	\$0		\$0		
		467,700						
	Dividend Expense		\$0	\$0		\$0	Balance transferred back to GF at end of year 10-11	
	Subtotal			\$0				
	Balance	0		\$0				
	Total Fund Revenue	1,925,200	\$2,940,800	\$3,028,600	\$1,716,521	\$2,319,915	294703	
				\$0				
	Total Fund Expenditures	918,300	\$2,940,800	\$3,028,600	\$991,836	\$2,319,915	294704	

Stormwater Utility Fund Detail

Stormwater Utility

The Town is anticipates receiving \$1,000,000, in FY 2012-13 based on a rate of \$4.50 per Equivalent Residential Unit (ERU). This rate has remained unchanged since the implementation of the Stormwater Utility. Budgeted revenue also includes \$319,345 of prior year carryover funds.



The FY 2012-13 Proposed Budget includes all of the cost of operating the utility as well as street sweeping, canal maintenance (\$168,500), drainage cleaning provided by in-house support and the Town's own vacuum truck, and a transfer to the Capital Projects Fund for Stormwater Projects (\$277,495).

In October 2011, the Town was awarded a rating of 5 from the FEMA, which represents about \$600,000 in savings in flood insurance payments to our residents and businesses. The Town is working towards achieving a rating of 4 over the next few years.

**FY 2012-12
Proposed Budget
Stormwater Fund**

	FY 2010-11 Actual Expense	Adopted Budget FY 2011-12	Amended Budget June 2012 FY 2011-12	FY 2011-12 Projection	Proposed Budget FY 12-13	Comments
<i>Rounded to 00's</i>						
Revenue						
3430090 · STORMWATER UTILITY REVENUE	\$1,011,800	\$1,001,100	\$1,001,100	\$1,000,000	\$1,000,000	Based on current trends
3610010 · INTEREST INCOME	\$5,500	\$7,000	\$7,000	\$7,000	\$7,000	Based on available balances and rates
· PRIOR YEAR CARRY - OVER FUNDS	\$1,998,100	\$692,300	\$899,600	\$899,600	\$319,345	
TOTAL REVENUES & OTHER RESOURCES	\$3,015,400	\$1,700,400	\$1,907,700	\$1,906,600	\$1,326,345	
Expense						
5819131 · TRANSFER TO CAPITAL FOR RENOVATIONS	\$1,600,000	\$700,000	\$700,000	\$700,000	\$277,495	Stormwater field inspector & Vacuum truck operator; 3 full-time employees, 1 PT
5381210 · SALARIES AND WAGES		\$79,200	\$79,200	\$60,600	\$121,300	Based on new FRS rates
5382312 · RETIREMENT CONTRIBUTIONS		\$3,900	\$3,900	\$2,400	\$6,300	Based on salaries
5382110 · PAYROLL TAXES		\$5,500	\$5,500	\$4,700	\$9,300	Based on Health Coverage of approximately \$10,000 per year per employee
5382312 · HEALTH/LIFE INSURANCE		\$20,000	\$20,000	\$11,750	\$35,250	Reflects a savings resulting from the purchase & operation of vacuum truck.
5383415 · SYSTEM MAINTENANCE	\$191,900	\$83,400	\$83,400	\$50,000	\$0	Issue new contract for service in 2013
5383440 · STREET SWEEPING AND LITTER COLLECTION	\$42,000	\$70,700	\$70,700	\$50,000	\$70,000	Vacuum truck operations and maintenance
5383421 · VACUUM TRUCK OPERATIONS AND MAINTENANCE		\$62,700	\$62,700	\$0	\$62,700	Payment to County for herbicide, obstruction removal, mechanical harvesting, culvert cleaning and canal cleaning; and to vendor for mowing of slope & contingency
5383441 · CANAL MAINTENANCE		\$0	\$0	\$0	\$0	Not budgeted
5384990 · HURRICANE COSTS		\$0	\$0	\$0	\$0	
5383432 · NPDES - MS4 PERMIT MONITORING FEE TO DERM	\$24,700	\$25,000	\$25,000	\$24,905	\$25,000	Annual payment to DERM for monitoring
5383130 · NPDES - COMPUTER DISCHARGE MODEL		\$15,000	\$15,000	\$15,000	\$15,000	Engineering review of model
5383120 · INSPECTION SERVICES	\$4,900	\$30,000	\$55,000	\$45,000	\$55,000	Increase reflects acceleration of capital/stormwater projects & inspection needs of swale and private systems
5383120 · MASTER PLAN UPDATE	\$21,100	\$0	\$53,900	\$53,900	\$0	Completed in FY 11
5383450 · WASD FEE COLLECTION	\$28,800	\$32,000	\$32,000	\$32,000	\$32,000	WASD fee to collect Stormwater charges
5383110 · PROFESSIONAL SERVICES - ENGINEERING		\$10,000	\$10,000	\$1,000	\$50,000	Engineering fee for SW work; reduced due to increase in-house capabilities and support
5383110 · PROFESSIONAL SERVICES - INTERLOCAL WITH MIAMI GARDENS		\$10,000	\$10,000	\$10,000	\$10,000	Technical support for CRS application
5383110 · PROFESSIONAL SERVICES - LEGAL		\$5,000	\$5,000	\$0	\$0	Legal fee for SW work

FY 2012-12

Proposed Budget

Stormwater Fund

	FY 2010-11 Actual Expense	Adopted Budget FY 2011-12	Amended Budget June 2012 FY 2011-12	FY 2011-12 Projection	Proposed Budget FY 12-13 FY 2012-13	Comments
<i>Rounded to 00's</i>						
5381010 STORMWATER - UTILITY DIRECTOR	\$35,500	\$30,000	\$30,000	\$30,000	\$30,000	Reimburse a portion of PW Director salary
5383460 · STORMWATER - UTILITY ADMINISTRATION	\$22,000	\$32,000	\$32,000	\$32,000	\$32,000	Overhead charges for support of utility
5383420 · REPAIRS AND IMPROVEMENTS	\$9,800	\$100,000	\$220,200	\$220,000	\$220,000	Per stormwater management master plan
5810001 · CONTINGENCY		\$0	\$0	\$0	\$0	
5385410 · BOOKS / PUBLICATIONS / SUBSCRIPTIONS / MEMBERSHIPS	\$600	\$6,000	\$6,000	\$2,000	\$6,000	Required for CRS: the American Association of Flood Plain Managers, FL SW Association, & FL Flood Management Association
5385420 · EDUCATION, TRAINING AND TRAVEL	\$1,200	\$1,000	\$1,000	\$500	\$500	Mandated training for CRS certifications
5383430 · COMMUNITY RATING SYSTEM - FEMA PROGRAM	\$2,000	\$20,000	\$20,000	\$2,000	\$20,000	Flood management program - target to reduce from 5 to 4; bi-annual evaluation
5385430 · PUBLIC OUTREACH AND WORKSHOPS FOR MS4 PERMIT	\$8,500	\$10,000	\$10,000	\$1,000	\$10,000	Required for NPDES and CRS annual certifications; efforts ramped up for 2013
5177010 · STORMWATER - DEBT SERVICE PAYMENT	\$69,700	\$70,000	\$70,000	\$70,000	\$70,000	QNIP Debt service payments
5810001 · STORMWATER - RESERVE		\$110,500	\$118,700		\$0	Contingency for SW project needs
TOTAL STORMWATER EXPENSES	\$2,115,800	\$1,700,400	\$1,907,700	\$1,587,255	\$1,326,345	
Excess Revenue over Expenditure	\$899,600	\$0	\$0	\$319,345	\$0	



Capital Projects Fund

Town of Miami Lakes FY 2012-13 Proposed Budget

Capital Projects Fund Detail

The Capital Budget consists primarily of four programs: Parks Development, Transportation Improvements, and Stormwater Improvements. The FY 2012-13 Proposed Capital Budget for all four areas is \$9,033,617.

The Transportation Improvement Program is based on the results of the Roadway Assessment Report that was completed in 2011, and the Stormwater Improvement Program is based on the results of the Stormwater Master Plan Update completed in 2012. The program has been developed to ensure that road resurfacing projects are coordinated with Stormwater improvements.

Capital Program Allocation for FY 2012-13

The primary transportation and Stormwater capital projects programmed in the Proposed Budget for FY 2012-13 are as follows:

Transportation & Stormwater Improvements

- **Re-surfacing the Remaining Roadway Assessment Report Priority** This project includes areas identified as 'fair' condition by the Roadway Assessment Report, which have yet to be resurfaced. These areas include Alamanda, Jacaranda, Holly, Laurel, Miami Lakes Drive, Dade Pine, Queen Palm, Palmetto Palm, Willow, Mahogany, Orchid, Eagan Lane, and Pent Place. The total expense is \$1,406,000 over two years.
- **Downtown I and II Roadway and Drainage Improvements:** With a total estimated project cost of \$1,470,400, this project includes both drainage and roadway resurfacing components for the downtown area, inclusive of the following 3 subprojects:
 - Bull Run, Main Street, and Meadow Walk
 - Miami Lakes Drive from Miami Lakeway North to Cowpen
 - Miami Lakeway North West of Ludlum

Town of Miami Lakes FY 2012-13 Proposed Budget

The Downtown Project was awarded to GPE Engineering & General Contractors Corp. Construction began July 30th, 2012 on Main Street, with an anticipated completion date of the spring of 2013. The construction value of the project is \$1.1 million.

- **Lake Patricia** The total project cost of \$698,800 includes both drainage and roadway resurfacing components and 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 area was prioritized due to the ranking of 'fair' in the Town's Roadway Assessment Report and requires minor drainage improvements identified by the Stormwater Master Plan.

Project was awarded to Magna Construction on June 19, 2012. Construction is expected to begin early September 2012 and will be completed in the Spring of 2013.

- **Lake Martha** the paving components for Lake Martha are \$92,000. Completion is anticipated during the first Quarter of FY 2012-13 (\$92,000)
- **Lake Sarah** the paving components for Lake Sarah are \$112,000. Completion is anticipated the first Quarter of FY 2012-13 (\$112,000)
- **Construction of 154th Street between 84th and 89th Avenue** Miami-Dade County is proceeding with the design and construction 87th Avenue, and by Interlocal Agreement is completing the design of NW 154th Street Right-of-Way for the Town.

For the Town to complete this project prior to the Developer completing the roadway we will need to obtain a bank loan or Sunshine State Bank loan in the amount of \$1,733,300. The Town will be reimbursed for all related costs by the property owner inclusive of interest and closing costs. The County is expected to break ground on the construction of 87th Avenue in the fall of 2012 (\$1,733,300)

- **West Lakes Area** The Stormwater Master Plan identified the West Lakes area as a priority for stormwater improvements, to this end hydrologic analysis and design work is being completed in 2012. This information will become the basis for the Town's FEMA Grant proposal to obtain funding for the completion of the \$2,932,000 project in FY 2013-14

Town of Miami Lakes FY 2012-13 Proposed Budget

- **Public Works Storage yard** Funding a Public Works and Parks storage yard is not the most exciting project on the list, it is a need for the Town to have an appropriate area to store equipment and materials. It is anticipated that an agreement with FDOT can be negotiated for the location of this facility on one of their underutilized parcels on the periphery of Town (440,000)

Parks Development

- **NW 170 ST Greenway Development** Phase I of the 170th Street Greenway was completed and open to the public March 17th, 2012, plans for Phase II are in process and a grant award of \$77,500 from the State is already in hand. Staff is currently seeking additional funding sources to complete the next phase of the project.
- **Youth Center Construction** The Miami Lakes Youth Center will be approximately 4,000 square feet, with multipurpose activity rooms and classrooms for after school educational programs and tutoring, a half basketball-court and additional parking. Additionally, there are two pavilion/picnic areas that can also be used to host small events and functions (\$1,200,000)
- **Community Center West Renovations** Miami Lakes Community Center West renovation and expansion will provide a much needed 1,000 square feet storage area, internal renovations/upgrade of existing facilities, path resurfacing and lighting, and half basketball-court, an open exercise court, one additional picnic pavilion, renovation of the existing picnic pavilion and bathrooms and additional parking. These improvements will increase programming opportunities and improved amenities for Town residents (\$1,144,000)
- **Miami Lakes Optimist Park** Phase I of improvements in Miami Lakes Optimist Park is fully funded and scheduled to begin construction in the fall of 2012. The overall development of the park is planned to be completed in three phases and we are proposing to fund and complete Phases II and III over the next eight years.

Town of Miami Lakes FY 2012-13 Proposed Budget

PHASE I

- **Clubhouse** The Miami Lakes Optimist Park Clubhouse/Concession Stand will be demolished and replaced with an approximately 5,000 square foot multi-purpose facility that will consist of a clubhouse and concession stand, administrative offices, multi-purpose rooms for all ages and abilities of the community to enjoy, and additional parking. This will be the first phase of the planned renovations to the park which includes both a gymnasium and field renovations (\$1,375,000)

- **Water and Sewer Connection** Presently, the water/wastewater systems at the Miami Lakes Optimist Park are on septic tanks. Plans for these improvements have been completed and permitting is in process. (\$460,000)

- **Miami Lakes Park Improvements – Basketball and Tennis Courts** The Town is planning to refurbish the existing basketball and tennis court. Permits from Dade County Public Schools have been obtained and these project components will be added to the Clubhouse construction project (\$271,000)

PHASE II

- **Field Renovations** - The baseball fields at the park will be renovated to a “cloverleaf” alignment that conserves space and maximizes use. This renovation will include replacing all turf areas with turf grasses that require less fertilization and irrigation, a new irrigation system, spectator seating areas, and the installation of a new sports field lighting system. (\$1,250,000)

- **Bathroom /Concession Stand** - This will include the development of a concession stand and restroom facility in the center of the field alignment. (\$500,000)

PHASE III

- **Gymnasium** - An initiative in the Town’s strategic plan, the Miami Lakes Optimist Park gymnasium is planned to be a multi-sport facility with basketball/volleyball courts, locker rooms, exercise space, and an additional parking lot area. (\$2,500,000)

**FY 2012-13
Proposed Budget
Capital Projects Fund**

	FY 2010-11 Actual Expense	Adopted Budget FY 2011-12	Amended Budget July 2012 FY 2011-12	FY 2011-12 Projection	Proposed Budget FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	Comments	
	FY 2010-11	FY 2011-12	FY 2011-12	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17		
<i>Rounded to 00's</i>											
Park Improvements Revenue											
Park Impact Fees- Transfer from Operating Budget											
Park Impact Fees Collected	7,600	\$10,000	10,000		\$10,000					Based on historical collections Requires \$100,000 match provided by SNP	
State Land and Water Grant Sevilla Estates		\$100,000	100,000	0	\$100,000					Closed in 10-11	
State Grants - Florida Land and Water Grant - Miami Lakes Park			0							Will close out Phase I Grant in June 2012; Phase II is being programmed to match available funding; Requires 1 to 1 match	
State Grants-Florida Land and Water Grant NW 170ST Greenway- Bike Path		\$100,000	100,000	100,000	\$77,500		\$121,850			Closed in 10-11	
State Grants-Florida Recreational and Development Grant- Boundless Playground-MLP			0							Closed in 10-11	
State Grants-Florida Recreational and Development Grant- Florinda Estates	67,100		0							Not Funded by State in 11-12; applying again in 12-13 for other projects	
FDRAP grants for Community Centers East and West		\$400,000	400,000	0						Fundraising requirement of Playful City Grant for Sevilla Estates	
Donations for Sevilla Estate Playground			1,378	1,378							
Playful City USA Grant (Sevilla Estates Playground)			20,000	20,000						Requires a minimum \$10,000 match	
Donations Family Tree Program			0	580						Recognized as they are received	
County SNP Funds (Sevilla Estates)				0	100,000					Close out of SNP funding with County; Requires 1 to 1 match	
County SNP Funds (Tot Lots, Boundless Playground, & ROP Playground Surface)		\$146,100	246,100	170,162	\$75,938					Close out of SNP funding with County; Requires 1 to 1 match	
GOB Revenues		\$0	0		\$0					Parks related GOB funding closed out with ROP in 2011	
Transfer in from Transportation Capital					\$132,356					Transfer in to CC West Project for PW Storage Component	
Transfer from General Fund Balance		\$3,560,000	3,560,000	4,014,000						11-12 transfer for parks projects @ MLOP, CC West, & CC East	
Transfer from General Fund - Match for FRDAP for Boundless Playground			0								
Supplemental Transfer from General Fund for Boundless Playground			0								
Transfer from General Fund - Match for FRDAP for 169 Terr - Sevilla Estates		\$100,000	100,000	100,000						Required GF match to Sevilla Estates Grants; project completed in 11-12	
Transfer from General Fund - Match for Florida L & W NW 170 St Greenway Project	100,000		35,000	35,000	\$77,500		\$57,893			Funding for Phase II of Greenway; match required by State Grant	
Transfer from General Fund - Match for Florinda Estates	30,000		0								
Transfer from General Fund - to complete Royal Oaks Park Community Center	45,800		0								
Transfer from General Fund - Royal Oaks Park Playground Resurfacing	40,000		0								
Transfer from General Fund - M Lks Park	192,100		135,000		\$300,000					\$134,692 to complete funding for Concession Area, Clubhouse, & Parking	

I Fund

FY 2012-13

Proposed Budget

Capital Projects Fund

	FY 2010-11 Actual Expense	Adopted Budget	Amended Budget July 2012	FY 2011-12 Projection	Proposed Budget	Comments		
	FY 2010-11	FY 2011-12	FY 2011-12	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16

Rounded to 00's

Transfer from General Fund for Beautification Matching Grant		28,000	28,000	28,000	\$28,000				
Transfer from General Fund for Community Center West		87,000	87,000						\$225,000 to complete project funding
Transfer from General Fund Tot Lot Renovations	125,000	\$21,100	21,100	21,100					
Sub-total Transfer from General Fund/ Fund Balance	532,900	3,681,100	3,966,100	4,198,100	405,500	0	57,893	0	0
Sub-total Revenues	607,600	4,437,200	4,843,578	4,490,220	768,938	0	179,743	0	0
Prior-Year Carry-over Funds	(104,000)	\$648,400	381,600	381,600	\$3,443,605	\$196,237	\$66,237		
Park Improvements Total Revenue	503,600	5,085,600	5,225,178	4,871,820	4,212,543	196,237	245,980	0	0

Park Improvement Expenses

Royal Oaks Park

Playground Surfacing		\$40,323	40,323	40,323					SNP Funding from County
Half Court Basketball/Multi Purpose Court		\$60,000	60,000	60,000					
Total		0	0	0					
Contingency		0	0	0					

Grand Total for Royal Oaks Park 23,900 100,323 100,323 100,323

Acquisition & Development of Tot-Lots/Mini-Parks

Rehab existing tot-lots	1,000	\$292,000	292,000	292,000					SNP and GF \$146,000 x 2
Rehab tot-lots irrigation		\$0	0	0					Will require future funding
Park Development - Florida Estates	77,200		0	0					Project completed in FY 11
Park Development at 169 Terr and 89 Court - Sevilla Estates	3,800	\$200,000	321,378	281,378					Project complete 9-2012; funding provided by 3 grant sources and GF; Total project cost \$321,380
NW 170 St Greenway Phase I Development - Bike Path	16,200	\$176,000	233,364	233,364					Phase I of project complete in 11-12
NW 170 St Greenway Phase II Development - Bike Path									Phase II of project commencing in 12-13; project programmed to match available funding
Funding for Beautification; matching grant			28,000	28,000	\$28,000		\$243,700		Neighborhood Beautification matching grant program funding

Community Center East

		\$1,400,000	1,200,000	41,500	\$1,158,500				Project includes Youth Center & park improvements completion in 12-13; total project cost \$1,200,000
Community Center West		\$900,000	987,000	269,150	\$875,206				Project includes community center improvements, 1/2 basketball court, picnic shelter improvements, walking path with lighting & storage space: total project cost \$1,145,000

Miami Lakes Park - General Improvements

Kimley Horn Marina and FRDAP grant improvements

FY 2012-13

Proposed Budget

Capital Projects Fund

	FY 2010-11 Actual Expense	Adopted Budget	Amended Budget July 2012	FY 2011-12 Projection	Proposed Budget	Comments					
	FY 2010-11	FY 2011-12	FY 2011-12	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17		
<i>Rounded to 00's</i>											
Concession Area, Clubhouse, Parking		\$1,000,000	1,125,000	52,500	\$1,321,750						Clubhouse, Concession Area, & Parking improvement completion in 12-13; project component total \$1,375,000
Water and Sewer Connection into the Park		\$600,000	600,000	66,000	\$390,850						Water & Sewer improvements necessary for further park improvements completion 12-13; project component approx. \$500,000
Park Re-development program		\$192,100	230,100	54,000	\$87,000	\$130,000					Phased park redevelopment includes fencing and lighting of basketball & tennis courts for 12-13; total programmed funding \$271,000
Grand Total for Miami Lakes Park		1,792,100	1,955,100	172,500	1,799,600	130,000	0	0	0	0	
Reserve for Parks		\$325,500	108,013		\$0						
Park Improvement Expenses Total	122,100	5,085,600	5,225,178	1,428,215	4,016,306	130,000	243,700	0	0	0	
Balance	381,500	0	0	3,443,605	196,237	66,237	2,280	0	0	0	
Transportation Improvement Revenue											
Half Cent Sales Transportation Tax	638,300	\$732,200	732,200	732,200	\$732,200	\$732,200	\$732,200	\$732,200	\$732,200	\$732,200	Based on historical remittance
Interest Income	1,400	0	0	7,800							
Transfer from General Funds		0	0								
Transfer from Special Project Fund - Local Option Six Cent Gas Tax		\$0	0	200,000	\$0	\$0	\$0	\$0	\$0	\$0	Transfer from SRF to supplement transportation capital improvements
Private Funding Loan					\$1,733,300						To construct 154th Street improvements a private loan will be obtained to provide funding, developer will reimburse Town for expense per development agreement
State Grant Safe Routes to Schools					\$200,000						State Grant in partnership with DCPSS for improvements along MLN; funding available in 13-14; match \$264,000
Local Option Gas Tax - Three Cents	146,800	\$141,900	141,900	141,900	\$141,900	\$141,900	\$141,900	\$141,900	\$141,900	\$141,900	Gas tax funds remitted through County via agreement; based on population
Transfer from General Fund Balance		\$440,000	440,000	440,000							For PW Storage Yard
Sub-total Revenues	786,500	1,314,100	1,314,100	1,521,900	2,607,400	1,074,100	874,100	874,100	874,100	874,100	
Prior-Year Carry-over Funds	1,331,500	\$2,177,400	2,358,800	2,358,800	\$1,151,489	\$117,222	\$182,722	\$529,622	\$978,722	\$978,722	
Inception to date additional fund balance	652,000		0	0							
Transportation Improvement Revenue Total	2,770,000	3,491,500	3,672,900	3,880,700	3,758,889	1,191,322	1,056,822	1,403,722	1,852,822	1,852,822	

FY 2012-13

Proposed Budget

Capital Projects Fund

	FY 2010-11 Actual Expense	Adopted Budget FY 2011-12	Amended Budget July 2012 FY 2011-12	FY 2011-12 Projection	Proposed Budget FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	Comments
<i>Rounded to 00's</i>										
Transportation Improvement Expense										
NW 87th Ave - Landscaping, Irrigation, & Lighting			0							Funding will be required when the County completes road segment. Developer will reimburse 154th to 162 St segment
Landscaping and Irrigation Improvements on 87th Avenue between 154 Street to 170th Street		\$0	0							
Improvements Based on Road Assessment Report										
Downtown Improvements Phases I and II	128,900	\$184,000	339,100	305,588	\$207,240					Project encompasses much of downtown area & includes drainage & resurfacing improvements completion in 12-13; total project cost \$1,477,400
Lake Patricia (D)	13,500	\$80,200	166,700	49,223	\$141,127					Project includes drainage & resurfacing improvements completion in 12-13; total project cost \$699,000
NW 59 Ave & 165 Terr, 60th Avenue (138th to Miami Lakes Dr), NE Industrial Area	13,000	\$115,000	252,000	252,000						Project completed in 11-12, includes drainage & resurfacing improvements; total cost \$360,000
Lake Carol, Lake Sandra and Lake Elizabeth Section (D)			0							
Lake Martha (D) Intersection Improvements		\$92,000	138,000		138,000					Intersection resurfacing, anticipated completion in 12-13
Lake Sarah Intersection Improvements		\$112,000	112,000	35,000	\$77,000					Intersection resurfacing, anticipated completion in 12-13
Loch Ness(D) Dedicated Right Turn Lane			60,000	60,000						Loch Ness turn lane complete in 11-12
Resurfacing of Rdwy Assessment Report Priority Areas					\$1,000,000	\$406,000				Includes reurfacing of: Alameda, Jacaranda, Holly, Laurel, MLD, Dade Pine, Queen Palm, Palmetto Palm, Willow, Mohogany, Orchid, Egan, Pent, 79 Ave (166-167), & 167 Terr; Total expense \$1,406,000
Street Lighting Assessment and Updating			61,300	61,300	\$15,000					Street lighting assessment & labeling, & new light poles @ Twin Sabal Culdesac; new lights are approx. \$6,000 each
Traffic Calming		\$65,000	65,000	35,200	\$0					Average of \$7,500 for each installation; installation locations to be determined
Various Projects (mainly resurfacing + New Median)	7,100		42,900	20,000	\$40,000					To assist with additional resurfacing locations necessary throughout the year
New Sidewalks/Curbing/Parallel		\$0	30,000	15,000	\$0					To continue sidewalk, curb, repairs & Installation efforts
Replace Street Name Signs	1,600		0							
154 Street Roadway Construction (84th to 89th)		\$93,300	93,300	93,300	\$1,546,700					Design complete in 11-12; project completion 12-13; total project cost \$1,733,000, funding from private loan
Public Works Storage Yard		\$440,000	440,000	0	\$307,644					Project complete in 12-13 with the granting of property from FDOT

FY 2012-13

Proposed Budget

Capital Projects Fund

	FY 2010-11 Actual Expense	Adopted Budget FY 2011-12	Amended Budget July 2012 FY 2011-12	FY 2011-12 Projection	Proposed Budget FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	Comments
Stormwater Improvement Expense										
and Drainage Improvements- Design Build. Total contract \$639,717	412,300		0	0						Combined with Downtown Improvement Project in 11-12 Adopted Budget
Miami Lakeway N - Road and Drainage Improvements- CEI (Per Fed Mandate)	59,100		0	0						
Downtown Improvements Phases I and II		\$907,000	907,000	458,382	\$310,860					Project encompasses much of downtown area & includes drainage & resurfacing improvements completion in 12-13; total project cost \$1,477,400
NW 59 Ave & 165 Terr, 60th Avenue (138th to Miami Lakes Dr), NE Industrial Area		\$95,000	95,000	95,000						Project completed in 11-12, includes drainage & resurfacing improvements; total cost \$360,000
Lake Patricia	50,800	\$417,000	467,800	114,854	\$329,296					Project includes drainage & resurfacing improvements completion in 12-13; total project cost \$699,000
Future Project 1 (TBD)			0			\$0		\$630,000		Future projects prioritized by Stormwater Master Plan; grant funding sought
Future Project 2 (TBD)			0						\$710,000	Future projects prioritized by Stormwater Master Plan; grant funding sought
Various Localized Drainage Improvements		\$30,000	24,000	24,000						Funding to provide for unanticipated drainage improvements throughout the year
FEMA Funded Project - Local Match			0							FEMA Grants require a 30% project total match; programmed in the year funding allocated
Vacuum Truck Purchase		\$260,000	285,000	0						Expense incurred in Transportation
NW 79th Avenue & 163rd Street outfall		124,500	124,500	124,500						Project complete in 2012
NW 79th Avenue - North of 154th street		\$100,000	145,000	160,000						Project complete in 2012
NW 166 Street - 79th to 82nd			20,000	0	\$20,000					Conducted field review in 11-12
Hydrolic Analysis all of West Lakes West Lakes A			116,000	36,000	\$96,800	\$449,050	\$449,050			Project is in 3 phases, overall hydrolic analysis, West Lakes A, & West Lakes B, C, D, & E; Total project cost \$2.9million; commenced when funding awarded
West Lakes B, C, D, & E			137,900	35,375	\$100,684	\$474,950	\$474,950			
Reserve for Stormwater		\$392,700	0		\$0					
Stormwater Improvement Expense Total	535,300	2,201,700	2,322,200	1,071,311	857,640	924,000	924,000	630,000	710,000	
Balance	1,194,300	0	123,600	849,369	469,224	-8,276	110,724	5,724	145,724	

FY 2012-13

Proposed Budget

Capital Projects Fund

FY 2010-11 Actual Expense	Adopted Budget FY 2011-12	Amended Budget July 2012 FY 2011-12	FY 2011-12 Projection FY 2011-12	Proposed Budget FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	Comments
---------------------------	------------------------------	--	-------------------------------------	-------------------------------	------------	------------	------------	------------	----------

Rounded to 00's

Facilities and Equipment Development Revenue

County's General Obligation Bond Program	0	0	0	0	0	0	0	0	
State Grant	0	0	0	0	0	0	0	0	
Transfer from General Fund for Closing Costs	0	0	0	0	0	0	0	0	
Transfer from General Fund IT Software Acquisition	250,000	0	0	0	0	0	0	0	
Transfer from General Fund Moving Cost	5,000	0	0	0	0	0	0	0	
Transfer from General Fund Computer Equipment	110,000	\$83,600	0	0	0	0	0	0	
Transfer from General Fund New Building Realstate Cost	25,000	0	0	0	0	0	0	0	
Real Estate Acquisition FY 2010-11	0	0	0	0	0	0	0	0	
Furniture Allocation in FY 2009-10	0	0	0	0	0	0	0	0	
Council Allocation from CPF (dividend balance)	0	0	0	0	0	0	0	0	
Carry-over Funds	537,250	\$2,700	750,200	4,800	0	0	0	0	
Facilities and Equipment Development Revenue Total	927,250	\$86,300	750,200	4,800	0	0	0	0	

Facilities and Equipment Development Expense

Accounting Software	0	0	0	0	0	0	0	0	
Permitting System Software	0	0	0	0	0	0	0	0	
Furniture Purchase	0	\$0	0	0	0	0	0	0	
Moving Expenses	0	\$2,700	4,800	0	\$4,800	0	0	0	Funds remaining after 11-12 audit adjustments transferred other programmed revenue & expense to GF
Legal cost of real estate acquisition	81,000	\$0	0	0	0	0	0	0	
Acquisition of vehicles	0	\$0	0	0	0	0	0	0	

Information Technology

Transfer to General Fund	96,095	\$0	745,400	\$0	0	0	0	0	
RESERVE (for allocation by Council)	0	\$0	0	0	0	0	0	0	
Transfer to General Fund	0	0	0	\$0	0	0	0	0	
Reserve for Facilities and Equipment	0	\$0	0	\$0	0	0	0	0	
Facilities and Equipment Development Expense	177,095	\$86,300	745,400	4,800	0	0	0	0	
Balance	750,155	0	4,800	0	0	0	0	0	

FY 2012-13

Proposed Budget

Capital Projects Fund

FY 2010-11 Actual Expense	Adopted Budget FY 2011-12	Amended Budget July 2012 FY 2011-12	FY 2011-12 Projection FY 2011-12	Proposed Budget FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	Comments
---------------------------	------------------------------	--	-------------------------------------	-------------------------------	------------	------------	------------	------------	----------

Rounded to 00's

Town Hall Development Revenue

Bond Issue	0	0	0						
GOB Police Facility - Land Acquisition	0	0	0						
Police Impact Fee Revenue transfer from SRF				\$301,000					Funds to be transferred to Construction Fund for Construction of Police Station after spend down of bond funds
Bond Finance Allocation from FY 2009-10 C/O	0	0	0						
Real Estate Acquisition FY 2010-11	0	0	0						
Furniture Allocation in FY 2009-10	\$0	0	0						
Town Hall Other	0	0	0						
General Fund Reserve Allocation	0	0	0						
Carry-over Funds	\$213,900	213,900	213,900	211,611					
Town Hall Development Revenue Total	\$213,900	213,900	213,900	512,611	0	0	0	0	

Town Hall Development Expense

Land Acquisition & Building Construction				301,000					Transfer Police Impact Fees to Construction Fund
Fixtures, Furniture, & Equipment Acquisition	\$98,300	98,300	0	98,300					Available for new cubicles
Bond Financing Cost	0	0	0						To Construction Fund
Radio Station Equipment	\$75,000	75,000	0	75,000					To Construction Fund
Town Hall Other Expense	\$40,600	40,600	2,289	38,311					To Construction Fund
Reserve and Acquisition Cost	0	0	0						To Construction Fund
Town Hall Development Expense Total	\$213,900	213,900	2,289	512,611	0	0	0	0	
			211,611	0					

Total Revenues - Capital Budget

	5,660,700	11,079,000	12,307,978	9,815,707	2,303,283	2,337,526	2,039,446	2,708,546	
Total Expenses - Capital Budget	1,760,900	11,079,000	12,184,378	9,033,024	2,062,600	1,694,900	1,055,000	1,460,000	



**Electric Utility Tax Revenue
and
Government Center
Construction Fund**

*Electric Utility Tax Revenue, Government
Center Construction and Debt Service Funds
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. 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. After the spend-down of bond proceeds the Town will proceed to spend General Obligation Bond Proceeds, and Impact Fees programmed for the construction of the Government Center.

Debt Service

The bond covenants require that all debt service related revenue and expenditures are tracked in a separate fund. This fund includes the Federal Direct Payment (interest reimbursement) (\$191,975) and Bond Holder Interest Payments (\$548,499). The Town's debt service payment is the difference between these two figures \$356,524.

FY 2012-13
Proposed Budget
Series 2010 Debt Service Fund

	Adopted Budget FY 2011-12	Budget Adjustments including Carryover Allocation	Amended Budget February 2012 FY 2011-12	FY 2011-12 Projection	Proposed Budget FY 2012-13
<i>Rounded to 00's</i>					
Revenue					
361100 - INTEREST REVENUE		\$ 5,000	\$ 5,000	\$ 4,500	\$ 3,000
361200 - FEDERAL DIRECT PAYMENT (interest)		192,000	192,000	191,975	191,975
361300 - UNREALIZED CAPITAL GAIN/LOSS		0	0		
380001 - PROCEEDS FROM ISSUANCE OF BONDS		180,000	180,000	180,000	180,000
38021 - TRANSF IN FROM ELECTRIC UTILITY		293,900	293,900	293,900	293,900
Total Revenue		670,900	670,900	670,375	668,875
Expense					
RESERVE FOR DEBT SERVICE FY 2011-12		3,500	3,500	3,550	3,550
5137210 - BONDHOLDERS INTEREST PAYMENTS		548,500	548,500	548,499	548,499
Total Expense		552,000	552,000	552,049	552,049

Debt Service Reserve 118,900 118,900 118,326 116,826

FY 2012-13

Proposed Budget

Series 2010 Construction Fund

	Adopted Budget		Budget Adjustments including Carryover Allocation		Amended Budget February 2012		FY 2011-12 Projection		Proposed Budget		Comments
	FY 2011-12	FY 2011-12	FY 2011-12	FY 2011-12	FY 2011-12	FY 2011-12	FY 2011-12	FY 2011-12	FY 2012-13		
<i>Rounded to 00's</i>											
Revenue											
	CARRYOVER PRIOR YEAR BALANCE	3,646,300	19,200	3,665,500		440,400					
361100 -	INTEREST STATE BOARD OF ADMIN	4,900		4,900	7,800	1,100					
600010-	TRANSFER FROM CAPITAL -TOWN HAL	0		0	0	0					
600020-	TRANSFER FROM ELECTRIC UTIL TAX REV FD	0		0							
362000-	TRANSFER GOB FUNDS	0		0		500,000					General Obligation Bond Funds for Constructoin of mini police station
	ISSUANCE OF BONDS	0		0							
	TRANSFER POLICE IMPACT FEES	0		0		301,611					Impact fees remain in Capital Fund until bond proceeds are spent down
361200 -	INTEREST WELLS FARGO	0		0		0					
	Total Revenue	3,651,200	19,200	3,670,400		1,243,111					

Expense											
BUILDING CONSTRUCTION COSTS											
ISSUANCE COSTS											
513001 -	FINANCIAL ADVISOR FEES	0		0							
5133100 -	UNDERWRITERS DISCOUNT	0		0							
5133110 -	ORIGINAL BOND DISCOUNT	0		0							
5133120 -	PAYING AGENT FEES	0		0							
5133130 -	DISSEMINATION AGENT FEE	0		0							
5133140 -	RATING AGENCY FEES	0		0							
5133154 -	BOND COUNSEL FEES	0		0							
5134010 -	TRAVEL EXPENSES	0		0							
5134710 -	PRINTING EXPENSE	0		0							
5134910	LEGAL ADVERTISING										
PROJECT DEVELOPMENT, ENGINEERING, AND CONSTRUCTION COSTS											
5143110 -	LEGAL FEES	0		0							
5166109 -	GEO-TECHNICAL EXPLORATION	0		0							
5166110 -	PROF SERVICES - TOWN HALL DESIGN	0		0							
5166111 -	SITE ASSESSMENT	0		0							
5166190 -	LAND (ACQUISITION & CLOSING)	0		0							
5134810-	PROJECT MANAGEMENT COSTS	30,000		30,000		20,000					
	RESERVE FOR OTHER COSTS	0		0		0					
5166105 - Insurance/Performance Bond											
5819110 - Transfer to Electric Utility											
	Reserve for Construction FY 2011-12			0		113,011					
5166103-	CONSTRUCTION COSTS - CONTRACT	3,200,000		3,200,000		1,110,100					
	Art in Public Places										
	Total Expense	3,230,000	0	3,230,000		1,243,111					
	Balance	421,200		440,400		0					