



**CITY OF MIAMI SPRINGS, FLORIDA**

**Mayor Xavier M. Garcia**

**Vice Mayor Roslyn Buckner  
Councilman Billy Bain**

**Councilman Bob Best  
Councilman Jaime Petralanda**

*Decorum: "Any person making impertinent or slanderous remarks or who becomes boisterous while addressing the City Council, shall be barred from further audience before the City Council by the Mayor, unless permission to continue or again address the City Council is granted by the majority vote of the City Council members present. In accordance with the foregoing, the City Council has determined that racial or ethnic slurs, personal attacks and comments unrelated to City matters or issues constitute prohibited comments from the podium."*

**CITY COUNCIL SPECIAL MEETING AGENDA  
Thursday, July 28, 2015 – 5:01 p.m.  
City Hall, Council Chambers, 201 Westward Drive**

**1. Call to Order/Roll Call**

**2. Invocation: Councilman Best**

**Salute to the Flag: Audience participation**

**3. Resolution – A Resolution Of The City Council Of The City Of Miami Springs Setting The Tentative Operating Millage Levy For Fiscal Year 2016-2017; Setting Time, Date And Place For Public Hearings On The Proposed 2016-2017 Budget And Tentative Millage Rate**

**4. Consent Agenda –**

A) Approval of City Attorney's Invoice for June 2016 in the Amount of \$13,729.50

**5. Adjourn**

Please visit [www.miamisprings-fl.gov](http://www.miamisprings-fl.gov) for current meeting schedule or follow us on  Twitter @MIAMISPRINGSFL

Live streaming video of this meeting is available at <http://www.miamisprings-fl.gov/webcast>.

Anyone wishing to obtain a copy of an agenda item may contact the City Clerk at (305) 805-5006, download the complete agenda packet from [www.miamisprings-fl.gov](http://www.miamisprings-fl.gov) or view the materials at City Hall during regular business hours.

Pursuant to Florida Statute 286.0114, the City Council provides the public with a reasonable opportunity to be heard on all matters.

If any person decides to appeal any decision of this Board with respect to any matter considered, s/he will need a record of the proceedings and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is made (F. S. 286.0105), all of which the City does not provide.

In accordance with the Americans with Disabilities Act, persons needing a special accommodation to participate in this proceeding should contact the City Clerk, 201 Westward Drive, Miami Springs, Florida 33166. Telephone: (305) 805-5006, no later than (7) days prior to the proceeding.

Pursuant to Sec. 2-11.1 (S) of the Miami-Dade County Code and Miami Springs Code of Ordinances Chapter 33 - §33-20, all persons, firms or corporations employed or retained by a principal who seeks to encourage the passage, defeat, or modifications of (1) ordinance, resolution, action or decision of the City Council; (2) any action, decision, recommendation of any City Board or Committee; or (3) any action, decision or recommendation of City personnel during the time period of the entire decision-making process on such action, decision or recommendation which will be heard or reviewed by the City Council, or a City Board or Committee shall register with the City before engaging in any lobbying activities on forms prepared for this purpose and shall state under oath his or her name, business address, the name and business address of each person or entity which has employed said registrant to lobby, and the specific issue on which he or she has been employed to lobby. A copy of the lobbyist registration form is available from the Office of the City Clerk.



# AGENDA MEMORANDUM

**Meeting Date:** 7/18/2016  
**To:** Mayor and Council  
**From:** Ron Gorland, City Manager  
William Alonso, Assistant City Manager/ Finance Director  
**Subject:** FY2016-17 Millage Setting Meeting

The July 1 property value assessment was 1,050,756,136 or over \$1.7 million higher than the June 1<sup>st</sup> assessment and almost \$78 million higher than the prior year's assessment. This represents approx. \$463,000 in net additional ad valorem revenues for next year at the current millage rate.

In order to prepare for this millage setting meeting, we have prepared a budget analysis (see pages 3-5) which shows the following:

1. At the current millage rate of 7.5000, the budget will provide a surplus of \$69,254. This scenario also includes the funding requirements detailed below.
2. At a millage of 7.4307, the budget would be balanced but will generate no surplus.
3. At the "rollback" rate of 7.0458, the budget would show a deficit of \$384,137. This budget would require cost reductions in order to balance it.

**The Administration recommends setting the millage cap at 7.5000 in order to provide Council the flexibility to make budget decisions during our upcoming workshops.**

The total **General fund** budget is \$15,965,158 of which \$9,980,361 or 62.5% represents employee salary and benefits. This leaves \$5,984,796 to cover all other city needs.

**Following are the more significant budget assumptions:**

1. The initial Proposed Budget maintains the millage at the current 7.5000, provides a surplus, and assumes no new outsourcing of services as well as no reduction in current services.
2. The health insurance renewal for next year is 8% higher.
3. The FY16-17 budget includes a 3% COLA for all General employees (except the City Manager) total cost of this is approx. \$102,496. The Police budget includes a 2% pay increase for all uniformed officers in accordance with the current contract terms.

4. The Police budget continues the 1% reduction in police pension contribution until September 30, 2017 which has an additional cost of \$10,000..
5. The Police budget includes retirement payouts in an amount of approx. \$68,870 for three Officers while the Public Works budget includes \$27,530 in retirement payouts for two employees.
6. Budget assumes a 1.5% cost of living increase for all operating expenditures (e.g.: fuel, utilities, supplies, etc.)
7. This General Fund budget request also contains approximately \$262,794 in police vehicles, city-wide infrastructure including city hall air conditioner chiller replacement and duct work(see Page 8).
8. Budget includes \$45,000 for the City's lobbyist.
9. The Police budget includes \$20,000 in lease fees for the upcoming contract negotiations with the Police Union, the Finance budget includes \$25,000 for anticipated legal and Actuary costs also related to the contract negotiations.
10. The projected loss at the golf course is approx. \$356,821.
11. The Public Works budget includes \$50,000 for citywide tree planting.
12. Council budget includes a \$35,000 funding request from CMI for next fiscal year, and \$4,800 request from the Historic Museum for storage costs.

Page 6 lists some departmental budget wish list considerations that are not included in the base budget discussed above but are presented for Council discussion and consideration. I have also included Page 7 to this memo which shows that at present there is \$563,913 in designated fund balance which includes \$500,000 for an additional Hurricane Contingency.

## ATTACHMENT A

**CITY OF MIAMI SPRINGS  
BUDGET WORKSHEET  
FY2016-17 PROPOSED BUDGET**

| <b>FUND:</b>                           | <b>Proposed Budget<br/>Based on Current Millage<br/>FY16-17</b> |                   |
|--|---|-------------------|
| <b>General Fund:</b>                   | <b>Current Millage</b>  | <b>7.5000</b>     |
|  | <b>REVENUES</b>   | <b>16,034,412</b> |
| Mayor & City Council                   | 136,112   | 136,112           |
| Office of the City Manager             | 325,623   | 325,623           |
| Office of the City Clerk               |   |                   |
| Operations                             | 280,888   |                   |
| Capital Outlay                         | -   | 280,888           |
| Office of the City Attorney            | 166,000   | 166,000           |
| Human Resource Department              |   |                   |
| Operations                             | 227,588   |                   |
| Capital Outlay                         | 8,000   | 235,588           |
| Finance Department                     | 420,385   | 420,385           |
| Finance-Professional Services          |   |                   |
| Operating Expenses                     | 205,179   |                   |
| Capital Outlay                         | -   | 205,179           |
| IT Department                          |   |                   |
| Operating Expenses                     | 337,921   |                   |
| Capital Outlay                         | 6,000   | 343,921           |
| Planning Department                    |   |                   |
| Operating Expenses                     | 74,237  |                   |
| Capital Outlay                         | -   | 74,237            |
| Police:                                |   |                   |
| Police-Operations                      | 6,249,422   |                   |
| Police-Capital Outlay                  | 180,208   | 6,429,630         |
| Police-Crossing Guards                 | 24,423  | 24,423            |
| Code Compliance                        |   |                   |
| Operating Expenses                     | 191,496   |                   |
| Capital Outlay                         | -   | 191,496           |
| Public Works - Administration          |   |                   |
| Operating Expenses                     | 387,301   |                   |
| Capital Outlay                         | -   | 387,301           |
| Public Works - Streets                 |   |                   |
| Operating Expenses                     | 437,256   |                   |
| Capital Outlay                         | -   | 437,256           |
| Public Works - Properties              |   |                   |
| Operating Expenses                     | 648,181   |                   |
| Capital Outlay                         | -   | 648,181           |
| Public Works - Building Maintenance    |   |                   |
| Operating Expenses                     | 224,888   |                   |
| Capital Outlay                         | 63,486  | 288,374           |
| Public Works - Fleet Maintenance       | 39,000  | 39,000            |
| Recreation                             | 1,372,750   | 1,372,750         |
| Aquatics                               | 606,033   | 606,033           |
| Tennis                                 | 25,813  | 25,813            |
| Park Maintenance                       |   |                   |
| Maintenance Operations                 | 195,779   |                   |
| Maintenance Capital Outlay             | -   | 195,779           |
| Golf- Admin                            | 16,122  | 16,122            |
| Golf-Pro Shop                          | 591,394   | 591,394           |
| Golf-Maintenance                       |   |                   |
| Maintenance Operations                 | 1,216,100   |                   |
| Maintenance Capital Outlay             | -   | 1,216,100         |
| Transfers to other funds:              |   |                   |
| Senior Center Fund                     | 177,646   | 177,646           |
| Debt Service Fund                      | 1,129,928   | 1,129,928         |
| <b>TOTAL GENERAL FUND EXPENDITURES</b> |   | <b>15,965,158</b> |
| <b>SURPLUS AT CURRENT MILLAGE</b>      |   | <b>69,254</b>     |

# ATTACHMENT A

## CITY OF MIAMI SPRINGS BUDGET WORKSHEET FY2016-17 PROPOSED BUDGET

| FUND:                                  | Proposed Budget<br>Based on Millage To Balance<br>FY16-17 |                   |
|--|---|-------------------|
| <b>General Fund:</b>                   | <b>Millage to Balance</b>                                 | <b>7.4307</b>     |
|  | <b>REVENUES</b>   | <b>15,965,235</b> |
| Mayor & City Council                   | 136,112   | 136,112           |
| Office of the City Manager             | 325,623   | 325,623           |
| Office of the City Clerk               |   |                   |
| Operations                             | 280,888   |                   |
| Capital Outlay                         | -   | 280,888           |
| Office of the City Attorney            | 166,000   | 166,000           |
| Human Resource Department              |   |                   |
| Operations                             | 227,588   |                   |
| Capital Outlay                         | 8,000   | 235,588           |
| Finance Department                     | 420,385   | 420,385           |
| Finance-Professional Services          |   |                   |
| Operating Expenses                     | 205,179   |                   |
| Capital Outlay                         | -   | 205,179           |
| IT Department                          |   |                   |
| Operating Expenses                     | 337,921   |                   |
| Capital Outlay                         | 6,000   | 343,921           |
| Planning Department                    |   |                   |
| Operating Expenses                     | 74,237  |                   |
| Capital Outlay                         | -   | 74,237            |
| Police:                                |   |                   |
| Police-Operations                      | 6,249,422   |                   |
| Police-Capital Outlay                  | 180,208   | 6,429,630         |
| Police-Crossing Guards                 | 24,423  | 24,423            |
| Code Compliance                        |   |                   |
| Operating Expenses                     | 191,496   |                   |
| Capital Outlay                         | -   | 191,496           |
| Public Works - Administration          |   |                   |
| Operating Expenses                     | 387,301   |                   |
| Capital Outlay                         | -   | 387,301           |
| Public Works - Streets                 |   |                   |
| Operating Expenses                     | 437,256   |                   |
| Capital Outlay                         | -   | 437,256           |
| Public Works - Properties              |   |                   |
| Operating Expenses                     | 648,181   |                   |
| Capital Outlay                         | -   | 648,181           |
| Public Works - Building Maintenance    |   |                   |
| Operating Expenses                     | 224,888   |                   |
| Capital Outlay                         | 63,486  | 288,374           |
| Public Works - Fleet Maintenance       | 39,000  | 39,000            |
| Recreation                             | 1,372,750   | 1,372,750         |
| Aquatics                               | 606,033   | 606,033           |
| Tennis                                 | 25,813  | 25,813            |
| Park Maintenance                       |   |                   |
| Maintenance Operations                 | 195,779   |                   |
| Maintenance Capital Outlay             | -   | 195,779           |
| Golf- Admin                            | 16,122  | 16,122            |
| Golf-Pro Shop                          | 591,394   | 591,394           |
| Golf-Maintenance                       |   |                   |
| Maintenance Operations                 | 1,216,100   |                   |
| Maintenance Capital Outlay             | -   | 1,216,100         |
| Transfers to other funds:              |   |                   |
| Senior Center Fund                     | 177,646   | 177,646           |
| Debt Service Fund                      | 1,129,928   | 1,129,928         |
| <b>TOTAL GENERAL FUND EXPENDITURES</b> |   | <b>15,965,158</b> |
| <b>SURPLUS AT CURRENT MILLAGE</b>      |   | <b>78</b>         |

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# ATTACHMENT A

## CITY OF MIAMI SPRINGS BUDGET WORKSHEET FY2016-17 PROPOSED BUDGET

| FUND:                                  | Proposed Budget<br>Based on Rollback Millage<br>FY16-17 |                   |
|--|---|-------------------|
| <b>General Fund:</b>                   | <b>Rollback Millage</b>                                 | <b>7.0458</b>     |
|  | <b>REVENUES</b>   | <b>15,581,021</b> |
| Mayor & City Council                   | 136,112   | 136,112           |
| Office of the City Manager             | 325,623   | 325,623           |
| Office of the City Clerk               |   |                   |
| Operations                             | 280,888   |                   |
| Capital Outlay                         | -   | 280,888           |
| Office of the City Attorney            | 166,000   | 166,000           |
| Human Resource Department              |   |                   |
| Operations                             | 227,588   |                   |
| Capital Outlay                         | 8,000   | 235,588           |
| Finance Department                     | 420,385   | 420,385           |
| Finance-Professional Services          |   |                   |
| Operating Expenses                     | 205,179   |                   |
| Capital Outlay                         | -   | 205,179           |
| IT Department                          |   |                   |
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| Planning Department                    |   |                   |
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| Police:                                |   |                   |
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| Recreation                             | 1,372,750   | 1,372,750         |
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| Maintenance Operations                 | 195,779   |                   |
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| Senior Center Fund                     | 177,646   | 177,646           |
| Debt Service Fund                      | 1,129,928   | 1,129,928         |
| <b>TOTAL GENERAL FUND EXPENDITURES</b> |   | <b>15,965,158</b> |
| <b>SURPLUS AT CURRENT MILLAGE</b>      |   | <b>(384,137)</b>  |

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# FISCAL YEAR 2016-17 WISH LIST ITEMS

| Department                             | Item   | Cost                    |
|--|--|-------------------------|
| Police                                 | IT Consultant or P/T IT employee for Police            | \$30,000                |
|  | Independent Email Server for Police Dept.              | <u>\$30,000</u>         |
|  | Total for Police                                       | <u>\$60,000</u>         |
| Professional Services                  | Digital marque sign for Circle                         | \$50,000                |
| Golf                                   | 2016 Pick Up Truck                                     | \$24,000                |
|  | 10 new sets of golf rental clubs                       | <u>\$10,013</u>         |
|  | Total for Golf   | \$34,013                |
| Recreation                             | Ford ranger small p/u to replace old chevy p/u         | \$15,000                |
|  | Midsize SUV for administrative staff use               | \$20,000                |
|  | Artificial turf for new tot lot                        | \$100,000               |
|  | Re-sod Prince Athletic Field                           | \$60,000                |
|  | Sound panels in gymnasium                              | \$85,000                |
|  | Replace shade structure at Stafford Park               | \$15,000                |
|  | Replace old sand pro maintenance equipment             | <u>\$15,000</u>         |
|  | <u>\$310,000</u>                                       |                         |
| City Clerk                             | Wall Council Pictures                                  | \$10,000                |
|  | Concrete for Lobby Fill-in by stairs                   | \$5,000                 |
|  | Mural for 2nd floor                                    | \$6,000                 |
|  | Signage for Cuty Hall Departments and Office Directory | \$3,000                 |
|  | Window for City Clerk's office                         | <u>\$5,000</u>          |
|  | Total for City Clerk                                   | <u>\$29,000</u>         |
| <b>Total all General fund requests</b> |  | <b><u>\$483,013</u></b> |
| Sanitation                             | 2 new F750 Diesel Open Body Trash Dump Trucks          | <u>\$192,600</u>        |

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**CITY OF MIAMI SPRINGS**  
**FY 2015-2016 Budget**  
**CAPITAL EXPENDITURE SUMMARY-ALL FUNDS**

| Department                    | Total Budgeted    | Description of expenditure   |                   |
|-------------------------------|-------------------|--|-------------------|
| <b>Information technology</b> | \$ 6,000          | HP Server-DL series  | 6,000             |
|                               |                   |  | <u>6,000</u>      |
| <b>Elderly Services</b>       | \$ 5,100          | Ice machine  | 2,600             |
|                               |                   | Stand up commercial freezer  | 2,500             |
|                               |                   |  | <u>5,100</u>      |
| <b>Police</b>                 | \$ 180,208        | Four (4) 2016 Ford Taurus Unmarked Vehicles for Detectives @ \$25,000/ea           | 100,000           |
|                               |                   | Vehicle emergency equipment & installation @ \$4,000/ea (inc boxes)                | 16,000            |
|                               |                   | Two (2) speed detection devices (radars) @ \$2,500/ea                              | 5,000             |
|                               |                   | Stationary Portable Two-Camera Automated License Plate Reader system               | 22,294            |
|                               |                   | K-9 Bite Suit  | 1,500             |
|                               |                   | Four (4) laptop computers w/software and accessories for Detectives                | 5,000             |
|                               |                   | Two (2) Heartsmart Automated External Defibrillator Machines                       | 2,820             |
|                               |                   | Stalker Portable Pole-Mounted Radar Speed Sign w/data recording                    | 3,600             |
|                               |                   | Four(4) mobile tablet writers for Motorcycle Officers                              | 4,000             |
|                               |                   | Ductless Split A/C system for Police Communications/Dispatch area                  | 7,994             |
|                               |                   | Remodel cubicles in Detective Bureau   | 12,000            |
|                               |                   |  | <u>\$ 180,208</u> |
| <b>Public Works</b>           | \$ 63,486         | Trane A/C Chiller Compressor Overhaul City Hall                                    | 38,248            |
|                               |                   | Install multiple ductless split A/C system for Fire Dept. common areas             | 25,238            |
|                               |                   |  | <u>63,486</u>     |
| <b>Human Resources</b>        | \$ 8,000          | Mini fingerprint scanner and software for creating FBI/FDLE applicant transactions | 8,000             |
|                               |                   |  | <u>8,000</u>      |
| <b>Total</b>                  | <b>\$ 262,794</b> | <b>Total</b>   | <b>\$ 262,794</b> |

**RESOLUTION NO. 2016 –**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MIAMI SPRINGS SETTING THE TENTATIVE OPERATING MILLAGE LEVY FOR FISCAL YEAR 2016-2017; SETTING TIME, DATE AND PLACE FOR PUBLIC HEARINGS ON THE PROPOSED 2016-2017 BUDGET AND TENTATIVE MILLAGE RATE**

**WHEREAS**, the City Council of the City of Miami Springs is required to establish a tentative millage rate as per Florida Statute 200.065; and,

**WHEREAS**, in accordance with provisions of the City Charter and State law, the City Council is presenting the tentative millage levy and budget to formally notify all interested persons and to allow all interested persons to be heard at the public hearings specified herein in regard to any proposed item thereof,

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MIAMI SPRINGS, FLORIDA:**

**Section 1:** That a tentative millage levy for the City of Miami Springs of \_\_\_\_\_ mills be and the same is hereby tentatively adopted as the City's official general operating Ad Valorem millage levy for the period October 1, 2016 through September 30, 2017.

**Section 2:** That the City of Miami Springs City Council will conduct its first public hearing on the proposed 2015-2016 budget and tentative millage rate on Monday, September 12, 2016, at 7:00 p.m., and the second and final public hearing on Monday, September 26, 2015, at 7:00 p.m. in the City Hall Council Chambers.

**PASSED AND ADOPTED** by the City Council of the City of Miami Springs, Florida, this \_\_\_ day of \_\_\_\_\_, 2016, on a motion by \_\_\_\_\_ and seconded by \_\_\_\_\_.

Vice Mayor Buckner \_\_\_\_\_  
Councilman Best \_\_\_\_\_  
Councilman Bain \_\_\_\_\_  
Councilman Petralanda \_\_\_\_\_  
Mayor Garcia \_\_\_\_\_

\_\_\_\_\_  
Zavier M. Garcia, Mayor

**ATTEST:**

\_\_\_\_\_  
Erika Gonzalez-Santamaria, MMC, City Clerk

**APPROVED AS TO LEGALITY AND FORM:**

\_\_\_\_\_  
Jan K. Seiden, City Attorney

The City of Miami Springs  
Summary of Monthly Attorney Invoice  
Orshan, Lithman, Seiden, Ramos, Hatton & Huesmann, LLP

July 15 for June

| <u>General Fund Departments</u>                  | <u>Cost</u>        | <u>Hours</u>  |
|--|--------------------|---------------|
| Office of the City Clerk                         | 3,130.65           | 23.19         |
| Human Resources Department                       | 1,147.50           | 8.50          |
| Risk Management                                  | 317.25             | 2.35          |
| Finance Department                               | 168.75             | 1.25          |
| Professional Services                            | 135.00             | 1.00          |
| Building,Zoning & Planning Department            | 2,358.45           | 17.47         |
| Code Enforcement                                 | 438.75             | 3.25          |
| Police Department                                | 324.00             | 2.40          |
| Public Works Department                          | 371.25             | 2.75          |
| Recreation Department                            | 229.50             | 1.70          |
| IT Department                                    |                    | 0.00          |
| Golf   | 533.25             | 3.95          |
| Senior   |                    | 0.00          |
| General - Administrative Work                    | <u>4,575.15</u>    | <u>33.89</u>  |
| <b>Sub-total - General Fund</b>                  | <b>\$13,729.50</b> | <b>101.70</b> |
| <br>   |                    |               |
| <u>Special Revenue, Trust &amp; Agency Funds</u> |                    |               |
| Golf Course Operations                           |                    | 0.00          |
| L.E.T.F.   |                    | 0.00          |
| Due from Pension Funds                           |                    | <u>0.00</u>   |
| <b>Sub-total - Special Funds</b>                 | <b>\$0.00</b>      | <b>0.00</b>   |
| <br>   |                    |               |
| <b>GRAND TOTAL: ALL FUNDS</b>                    | <b>\$13,729.50</b> | <b>101.70</b> |