



**CITY OF MIAMI SPRINGS, FLORIDA**

**Mayor Xavier M. Garcia**


**Vice Mayor George V. Lob  
Councilman Billy Bain**

**Councilman Michael Windrem  
Councilman Jaime A. 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 24, 2014 – 5:01 p.m.  
City Hall, Council Chambers, 201 Westward Drive**

- 1. Call to Order/Roll Call**
- 2. Invocation: Councilman Petralanda**  
  
**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 2014-2015; Setting Time, Date And Place For Public Hearings On The Proposed 2014-2015 Budget And Tentative Millage Rate**
- 4. 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:** 7/24/2014

**To:** Mayor and Council

**From:** Ron Gorland, City Manager *Ron*  
William Alonso, Assistant City Manager/ Finance Director *W*

**Subject:** FY2014-15 Millage Setting Meeting

---

In order to prepare for this millage setting meeting, we have prepared the following budget scenarios for Council to consider:

1. Attachment A shows a budget at the current millage rate of 7.6710 which provides for a surplus of \$148,192 after taking into account the required debt service for the pool project as well as the pool being operational until April 2015 at which time it will closed down.. This scenario also includes the funding requirements detailed below.
2. Attachment B is a balanced budget at a millage of 7.5063 which provides for all expenditures included in Attachment A above except that it does not provide for an increase in reserves.
3. Attachment C is a budget at 7.9995 which provides for all expenditures included in Attachment A and increases the surplus to \$443,572.
4. Attachment D is a budget at the rollback rate of 6.8457 and shows a deficit of \$593,901. This scenario would require significant cuts.

**The Administration recommends setting the millage cap at 7.9995 (Attachment C) in order to provide Council the flexibility to make budget decisions during our upcoming workshops.**

The total general fund budget is \$15,305,355 of which \$9,286,052 or 61% represents employee salary and benefits. This leaves \$6,019,303 to cover all other city needs.

**Following are the more important base case budget assumptions:**

1. The initial Proposed Budget assumes no new outsourcing of services, a slight reduction in net staff (due to retirements), and no reduction in services.
2. The Aetna renewal for next year which was originally at 29.5% due in part to high claims experience has been negotiated down to 26.5%. After discussions with our Consultant, we have decided to issue an RFP for health insurance benefits. This process will take a few

**weeks and we expect to have a recommendation in late August. We will keep you informed in the next few weeks. As mentioned previously this 26.5% represents an increase of about \$113,000 from last year. This also represents an increase of \$62 per pay period for those employees with family dependent coverage.**

3. **The July 1 assessment was 946,504,898 or over \$4 million higher than the June 1<sup>st</sup> assessment. This represents approx. \$33,000 in additional ad valorem revenues.**
4. The FY14-15 includes approx. \$ 493,000 debt service for the new aquatic facility and the Stafford Park re-grassing.
5. There is one request for funding a vacant in the Building and Code Department. The Finance budget is based on the Controller position being part time after Dec 31, 2014 since the current employee is retiring. These two personnel adjustments nullify each other resulting in zero increase to the FY14-15 budget.
6. The Police budget includes a retirement payout in an amount of approx. \$65,000.
7. Budget assumes a 2% cost of living increase for all operating expenditures (e.g.: fuel, utilities, supplies, etc.)
8. This General Fund budget request also contains approximately \$281,176 in police vehicles, city-wide infrastructure including city hall roof replacement, boat ramp, Curtiss Parkway electrical improvements and other misc. capital needs. (see attachment E).
9. Budget includes \$45,000 for the City's lobbyist.
10. The General Fund budget includes approx. \$51,670 for a 4% one-time COLA for the 32 General Employees earning under \$50,000. The General Fund impact is \$51,670, while \$23,940 will impact the city's two Enterprise Funds. **The General Employees pension contribution for FY2014-15 is scheduled to increase 1.17% this means that the net increase will actually be 2.83% for those eligible for the one-time COLA discussed above. Those not eligible (those earning over \$50K) will see their earnings decrease by 1.17%.**
11. The projected loss at the golf course is approx. \$333,978 (compared to the \$700,000+ loss budgeted for the current year), which includes approx. \$3,000 in capital expenditures for equipment.
12. The Public Works budget includes \$45,000 for unforeseen contingencies during the year.
13. The Planning budget includes \$20,000 required for a traffic study being required by FDOT for funding of the Westward Drive Bike Path project.
14. Council budget includes a \$5,000 request for the River Cities Festival next year.
15. Council budget also includes a \$35,000 funding request from CMI for next fiscal year.

**The following is a list of some assumptions that are deemed “soft” in that the numbers could change significantly up or down:**

1. The projected loss at the golf course of \$333,978 (compared to the \$700,000+ loss budgeted for the current year)
2. The projected revenues from red light cameras of \$300,000 (YTD this fiscal year we have received approx. \$200K)
3. Pending FOP negotiations may also have an effect on these amounts.

**There are some significant needs that are not included in the base budget discussed above but are presented for Council discussion and consideration. Please refer to attachment F which provides a listing of these items including DERM requirements, golf course restroom renovations, pay raises for city staff, and other recreation needs.**

I have also included Attachment G to this memo. This attachment shows that at present there is \$243,341 in designated fund balance. We have used \$49,000 for pool shoring and have \$28,316 remaining for future inspections and any necessary work related to the shoring. This would leave a balance of \$215,025 for the Hurricane Contingency.

## ATTACHMENT A

CITY OF MIAMI SPRINGS  
BUDGET WORKSHEET  
FY2014-15 PROPOSED BUDGET

FUND:	Proposed Budget Based on Current Millage FY14-15		
<b>General Fund:</b>		Current Millage	<u>7.6710</u>
		<b>REVENUES</b>	<u>15,453,547</u>
Mayor & City Council	129,735	129,735	-
Office of the City Manager	352,394	352,394	
Office of the City Clerk			
Operations	304,716		
Capital Outlay	<u>6,100</u>	310,816	
Office of the City Attorney	171,000	171,000	
Human Resource Department	209,094	209,094	
Finance Department	481,943	481,943	
Finance-Professional Services			
Operating Expenses	271,733		
Capital Outlay	<u>-</u>	271,733	
IT Department			
Operating Expenses	334,575		
Capital Outlay	<u>-</u>	334,575	-
Planning Department			
Operating Expenses	101,931		
Capital Outlay	<u>-</u>	101,931	
Police:			
Police-Operations	5,875,904		
Police-Capital Outlay	<u>116,280</u>	5,992,184	-
Police-Crossing Guards	23,576	23,576	
Building & Code Enforcement			
Operating Expenses	630,183		
Capital Outlay	<u>2,000</u>	632,183	
Public Works - Administration			
Operating Expenses	371,458		
Capital Outlay	<u>9,375</u>	380,833	
Public Works - Streets			
Operating Expenses	354,441		
Capital Outlay	<u>34,334</u>	388,775	
Public Works - Properties			
Operating Expenses	572,407		
Capital Outlay	<u>-</u>	572,407	
Public Works - Building Maintenance			
Operating Expenses	166,034		
Capital Outlay	<u>90,000</u>	256,034	
Public Works - Fleet Maintenance	42,320	42,320	
Recreation	2,040,049	2,040,049	
Aquatics	105,811	105,811	
Tennis	19,851	19,851	
Park Maintenance			
Maintenance Operations	204,816		
Maintenance Capital Outlay	<u>-</u>	204,816	
Golf- Admin	20,057	20,057	
Golf-Pro Shop	525,613	525,613	
Golf-Maintenance			
Maintenance Operations	1,170,190		
Maintenance Capital Outlay	<u>-</u>	1,170,190	
Transfers to other funds:			
Senior Center Fund	135,988	135,988	
Debt Service Fund	431,449	431,449	-
<b>TOTAL GENERAL FUND EXPENDITURES</b>			<u>15,305,355</u> -
<b>SURPLUS AT CURRENT MILLAGE</b>			<u>148,192</u>

# ATTACHMENT B

CITY OF MIAMI SPRINGS  
BUDGET WORKSHEET  
FY2014-15 PROPOSED BUDGET

FUND:	Proposed Budget Based on Current Millage FY14-15		
<b>General Fund:</b>		<b>Current Millage</b>	<b>7.5063</b>
		<b>REVENUES</b>	<b>15,305,452</b>
Mayor & City Council	129,735	129,735	-
Office of the City Manager	352,394	352,394	
Office of the City Clerk			
Operations	304,716		
Capital Outlay	6,100	310,816	
Office of the City Attorney	171,000	171,000	
Human Resource Department	209,094	209,094	
Finance Department	481,943	481,943	
Finance-Professional Services			
Operating Expenses	271,733		
Capital Outlay	-	271,733	
IT Department			
Operating Expenses	334,575		
Capital Outlay	-	334,575	-
Planning Department			
Operating Expenses	101,931		
Capital Outlay	-	101,931	
Police:			
Police-Operations	5,875,904		
Police-Capital Outlay	116,280	5,992,184	-
Police-Crossing Guards	23,576	23,576	
Building & Code Enforcement			
Operating Expenses	630,183		
Capital Outlay	2,000	632,183	
Public Works - Administration			
Operating Expenses	371,458		
Capital Outlay	9,375	380,833	
Public Works - Streets			
Operating Expenses	354,441		
Capital Outlay	34,334	388,775	
Public Works - Properties			
Operating Expenses	572,407		
Capital Outlay	-	572,407	
Public Works - Building Maintenance			
Operating Expenses	166,034		
Capital Outlay	90,000	256,034	
Public Works - Fleet Maintenance	42,320	42,320	
Recreation	2,040,049	2,040,049	
Aquatics	105,811	105,811	
Tennis	19,851	19,851	
Park Maintenance			
Maintenance Operations	204,816		
Maintenance Capital Outlay	-	204,816	
Golf- Admin	20,057	20,057	
Golf-Pro Shop	525,613	525,613	
Golf-Maintenance			
Maintenance Operations	1,170,190		
Maintenance Capital Outlay	-	1,170,190	
Transfers to other funds:			
Senior Center Fund	135,988	135,988	
Debt Service Fund	431,449	431,449	-
<b>TOTAL GENERAL FUND EXPENDITURES</b>		<b>15,305,355</b>	<b>-</b>
<b>SURPLUS (DEFICIT) AT CURRENT MILLAGE</b>			<b>97</b>

# ATTACHMENT

## CITY OF MIAMI SPRINGS BUDGET WORKSHEET FY2014-15 PROPOSED BUDGET

FUND:	Proposed Budget Based on Current Millage FY14-15		
<b>General Fund:</b>			
	<b>Current Millage</b>	<b>7.9995</b>	
	<b>REVENUES</b>	<b>15,748,927</b>	
Mayor & City Council	129,735	129,735	-
Office of the City Manager	352,394	352,394	
Office of the City Clerk			
Operations	304,716		
Capital Outlay	6,100	310,816	
Office of the City Attorney	171,000	171,000	
Human Resource Department	209,094	209,094	
Finance Department	481,943	481,943	
Finance-Professional Services			
Operating Expenses	271,733		
Capital Outlay	-	271,733	
IT Department			
Operating Expenses	334,575		
Capital Outlay	-	334,575	-
Planning Department			
Operating Expenses	101,931		
Capital Outlay	-	101,931	
Police:			
Police-Operations	5,875,904		
Police-Capital Outlay	116,280	5,992,184	-
Police-Crossing Guards	23,576	23,576	
Building & Code Enforcement			
Operating Expenses	630,183		
Capital Outlay	2,000	632,183	
Public Works - Administration			
Operating Expenses	371,458		
Capital Outlay	9,375	380,833	
Public Works - Streets			
Operating Expenses	354,441		
Capital Outlay	34,334	388,775	
Public Works - Properties			
Operating Expenses	572,407		
Capital Outlay	-	572,407	
Public Works - Building Maintenance			
Operating Expenses	166,034		
Capital Outlay	90,000	256,034	
Public Works - Fleet Maintenance			
Operating Expenses	42,320	42,320	
Recreation	2,040,049	2,040,049	
Aquatics	105,811	105,811	
Tennis	19,851	19,851	
Park Maintenance			
Maintenance Operations	204,816		
Maintenance Capital Outlay	-	204,816	
Golf- Admin	20,057	20,057	
Golf-Pro Shop	525,613	525,613	
Golf-Maintenance			
Maintenance Operations	1,170,190		
Maintenance Capital Outlay	-	1,170,190	
Transfers to other funds:			
Senior Center Fund	135,988	135,988	
Debt Service Fund	431,449	431,449	-
<b>TOTAL GENERAL FUND EXPENDITURES</b>		<b>15,305,355</b>	<b>-</b>
<b>SURPLUS (DEFICIT) AT CURRENT MILLAGE</b>		<b>443,572</b>	<b>-</b>

# ATTACHMENT

## CITY OF MIAMI SPRINGS BUDGET WORKSHEET FY2014-15 PROPOSED BUDGET

FUND:	Proposed Budget Based on Current Millage FY14-15		
<b>General Fund:</b>		Current Millage	<u>6.8457</u>
		<b>REVENUES</b>	<b>14,711,454</b>
Mayor & City Council	129,735	129,735	-
Office of the City Manager	352,394	352,394	
Office of the City Clerk			
Operations	304,716		
Capital Outlay	<u>6,100</u>	310,816	
Office of the City Attorney	171,000	171,000	
Human Resource Department	209,094	209,094	
Finance Department	481,943	481,943	
Finance-Professional Services			
Operating Expenses	271,733		
Capital Outlay	<u>-</u>	271,733	
IT Department			
Operating Expenses	334,575		
Capital Outlay	<u>-</u>	334,575	-
Planning Department			
Operating Expenses	101,931		
Capital Outlay	<u>-</u>	101,931	
Police:			
Police-Operations	5,875,904		
Police-Capital Outlay	<u>116,280</u>	5,992,184	-
Police-Crossing Guards	23,576	23,576	
Building & Code Enforcement			
Operating Expenses	630,183		
Capital Outlay	<u>2,000</u>	632,183	
Public Works - Administration			
Operating Expenses	371,458		
Capital Outlay	<u>9,375</u>	380,833	
Public Works - Streets			
Operating Expenses	354,441		
Capital Outlay	<u>34,334</u>	388,775	
Public Works - Properties			
Operating Expenses	572,407		
Capital Outlay	<u>-</u>	572,407	
Public Works - Building Maintenance			
Operating Expenses	166,034		
Capital Outlay	<u>90,000</u>	256,034	
Public Works - Fleet Maintenance	42,320	42,320	
Recreation	2,040,049	2,040,049	
Aquatics	105,811	105,811	
Tennis	19,851	19,851	
Park Maintenance			
Maintenance Operations	204,816		
Maintenance Capital Outlay	<u>-</u>	204,816	
Golf- Admin	20,057	20,057	
Golf-Pro Shop	525,613	525,613	
Golf-Maintenance			
Maintenance Operations	1,170,190		
Maintenance Capital Outlay	<u>-</u>	1,170,190	
Transfers to other funds:			
Senior Center Fund	135,988	135,988	
Debt Service Fund	431,449	431,449	-
<b>TOTAL GENERAL FUND EXPENDITURES</b>			<b><u>15,305,355</u></b>
<b>SURPLUS (DEFICIT) AT CURRENT MILLAGE</b>			<b><u>(593,901)</u></b>



Attachment E

**CITY OF MIAMI SPRINGS  
FY 2014-2015 Budget  
CAPITAL EXPENDITURE SUMMARY-ALL FUNDS**

Department	Total Budgeted	Description of expenditure	
<b>City Clerk</b>	\$ 6,100		-
		Lazerfiche software	6,100
			<u>6,100</u>
<b>B&amp;Z</b>	\$ 2,000		
		Perforator machine	2,000
			<u>2,000</u>
<b>Golf Course</b>	\$ 3,000		
		Range picker	3,000
			<u>3,000</u>
<b>Police</b>	\$ 116,280		
		Three marked cars @ 26,250 each	73,428
		Three sets of light bars, deck lights, strobes, cages @\$5250 each	15,000
		Two new Harley FLHP motorcycles	22,852
		Computers for Police Dept	5,000
			<u>116,280</u>
<b>Public Works</b>	\$ 152,028		
		Upgrade existing pump system with vehicle tag system	18,319
		City Hall roof replacement	90,000
		Restoration Of Existing Boat Ramp On North Royal Poinciana Blvd.	9,375
		Instalation of additional electrical service points-1st block Curtiss Pkwy	4,963
		Instalation of additional electrical service points-2nd block Curtiss Pkwy	9,871
		Re-stripe public parking lot behind Farm Stores	3,000
		Re-location of 3 light poles on NRP and Rio Vista Dr required by SFWM	16,500
			<u>152,028</u>
<b>Elderly Services</b>	\$ 1,768		
		HP Computer	1,768
			<u>1,768</u>
<b>Total</b>	\$ 281,176	<b>Total</b>	\$ 281,176

## ATTACHMENT F

### CITY OF MIAMI SPRINGS FY2014-15 BUDGET ISSUES FOR CONSIDERATION

<u>A) GOLF COURSE</u>	<u>Dollar Cost</u>	<u>Millage Impact</u>
1) Required paving & sealing by epoxy sealant of the Golf Course Maintenance yard.	\$38,000	0.0425
2) Golf Cart wash down area paved and pump installed to send waste water into sanitary sewer line at clubhouse.	\$50,000	0.0559
3) Repair & renovate on course restrooms & shelters.	\$30,000	0.0335
4) Install sand holders for topdressing and bunker sand.	<u>\$3,500</u>	0.0039
<b>TOTAL GOLF COURSE</b>	<b>\$121,500</b>	
 <u>B) RECREATION</u>		
1) Pavillion for Stafford Park for rentals (payback in 7 years)	\$ 45,000	0.0503
2) Pocket Parks	\$ 25,000	0.0279
3) Vita Course	\$165,000	0.1844
4) New Programs Flag Football/Get Fit Camp Program (Year Round)	\$15,000	0.0168
<b>TOTAL RECREATION</b>	<b>\$250,000</b>	
 <u>C) PERSONNEL RELATED</u>		
1) Providing a pay raise to all General Employees(excluding uniformed police, City Manager, Assistant City Manager)	\$ 43,929 Per 1% raise	0.0491
2) Providing a pay raise to all General Employees(excluding uniformed police, City Manager, Assistant City Manager and and all Directors and Assistants)	\$ 36,130 Per 1% raise	0.0404

Attachment G

CITY OF MIAMI SPRINGS  
PROPOSED GENERAL FUND BALANCE DESIGNATIONS  
PROJECTED FISCAL YEAR 2013-2014

<u>DESIGNATION</u>	Actual	FY2013-14		Projected
	Balance 9/30/2013	Additions	Reductions	Balance 9/30/2014
Contingency-Hurricane Costs	<u>215,025</u>	-	-	<u>215,025</u>
Pool improvements	<u>77,316</u>	-	49,000	<u>28,316</u>
Total proposed designations	\$ 292,341	\$ -	\$ -	\$ 243,341
Total Available Fund Balance	<u>3,692,341</u>	-	49,000	<u>3,643,341</u>
Unrestricted, Undesignated fund Balance	<u>3,400,000</u>			<u>3,400,000</u>
25% of FY13-14 Operating expenditures.....				\$ 3,400,000
Excess(deficit) funds available for designation				\$ -

**RESOLUTION NO. 2014 –**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MIAMI SPRINGS SETTING THE TENTATIVE OPERATING MILLAGE LEVY FOR FISCAL YEAR 2014-2015; SETTING TIME, DATE AND PLACE FOR PUBLIC HEARINGS ON THE PROPOSED 2014-2015 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, 2014 through September 30, 2015.

**Section 2:** That the City of Miami Springs City Council will conduct its first public hearing on the proposed 2014-2015 budget and tentative millage rate on Monday, September 8, 2014, at 7:00 p.m., and the second and final public hearing on Monday, September 22, 2014, 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 \_\_\_\_\_, 2014, on a motion by \_\_\_\_\_ and seconded by \_\_\_\_\_.

Vice Mayor Lob \_\_\_\_\_  
Councilman Windrem \_\_\_\_\_  
Councilman Bain \_\_\_\_\_  
Councilman Petralanda \_\_\_\_\_  
Mayor Garcia \_\_\_\_\_

---

Zavier M. Garcia, Mayor

**ATTEST:**

---

Erika Gonzalez-Santamaria, CMC, City Clerk

**APPROVED AS TO LEGALITY AND FORM:**

---

Jan K. Seiden, City Attorney