



CITY OF MIAMI SPRINGS, FLORIDA

Mayor Maria Puente Mitchell

Vice Mayor Jorge Santin
Councilman Walter Fajet, Ph. D.

Councilwoman Jacky Bravo
Councilman Victor Vazquez, Ph.D.

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 20, 2023 – 5:01 p.m.

Rebeca Sosa Theater, 1401 Westward Drive, 2nd Floor, Miami Springs, Florida
(In-person and virtually. See pages 3-4 for additional information)

- 1. Call to Order/Roll Call**
- 2. Invocation:** Vice Mayor Jorge Santin
Pledge of Allegiance: Audience will lead the Pledge of Allegiance and Salute to the Flag
- 3. Public Comments**
- 4. A) Resolution** - A Resolution Of The Mayor And City Council Of The City Of Miami Springs, Florida, Declaring, As Required By Section 200.065, Florida Statutes, The City's Proposed Millage Rate, Rolled-Back Rate Computed Pursuant To Section 200.065(1), Florida Statutes, And The Date, Time And Place At Which The First And Second Public Budget Hearings Will Be Held To Consider The Proposed Millage Rate And The Tentative Budget For Fiscal Year 2023-2024; Directing The City Clerk And Interim City Manager To File This Resolution With The Miami-Dade County Property Appraiser; Authorizing The Interim City Manager To Change Budget Hearing Dates, If Needed; And Providing For An Effective Date

B) Resolution - A Resolution Of The Mayor And City Council Of The City Of Miami Springs, Florida, Authorizing The Mayor, With The Assistance Of The City Attorney, To Negotiate An Employment Agreement On Behalf Of The City With [Insert Name] As The Top-Ranked Candidate For City Manager; And Providing For An Effective Date.
- 5. Adjourn**



CITY OF MIAMI SPRINGS PUBLIC MEETING NOTICE

The City of Miami Springs will hold a Special Council meeting on:
Thursday, July 20, 2023 at 5:01 p.m. at
Rebeca Sosa Theater, 1401 Westward Drive, 2nd Floor, Miami Springs, Florida
(Physical Meeting Location)

The meeting agenda is available online at: <https://www.miamisprings-fl.gov/meetings>

Elected officials and City staff will participate from the physical meeting location. Members of the public may attend the meeting in person at the physical meeting location, or, alternatively, may watch or call in to the meeting by following these instructions:

ATTEND THE MEETING IN PERSON AT THE PHYSICAL MEETING LOCATION

The meeting will be held in person at the physical meeting location stated above. Admission to the physical meeting location is on a first-come, first-serve basis and space is limited. Doors will open 30 minutes prior to the meeting start time. The City highly encourages those in attendance to wear facial coverings and abide by social distancing as recommended by the CDC.

WATCH AND/OR PARTICIPATE IN THE MEETING

- **ZOOM:** Meeting ID 863-9512-4146
- **YouTube:** <https://www.youtube.com/channel/UC2at9KNngUxZRSw1UkhdHLQ/featured>
- **From your computer/mobile device:** <https://www.miamisprings-fl.gov/meetings>

CALL IN TO THE PUBLIC MEETING

Dial 305-805-5151 or 305-805-5152

(Alternatively, you may also dial the phone numbers below to join the meeting:
1 (646) 558 8656, 1 (301) 715 8592, 1 (312) 626 6799, 1 (669) 900 9128, 1 (253) 215 8782,
1 (346) 248 7799) **then input the Meeting ID: 863-9512-4146, followed by #.**
There is no participant ID. Press # again.

Any person requiring special accommodations to access this proceeding is asked to advise the City at least 2 days before the proceeding by contacting the City Clerk at cityclerk@miamisprings-fl.gov

PUBLIC COMMENTS WILL BE ACCEPTED BY THE FOLLOWING MEANS:

EMAILED COMMENTS: Members of the public may email their public comments to the City in advance of the meeting. Please email the City at cityclerk@miamisprings-fl.gov by 12:00 p.m. on the day of the meeting with the subject line "PUBLIC COMMENT" and the following information in the body of the email: Your Name, Address, if you are a hired Consultant or City Employee, and/or if you are engaged in Lobbying Activities and/or representing an organization. Please limit your comments to no more than 350 words. Public comments received via email may be read into the record during the public comment portion of the agenda, if any.

IN-PERSON COMMENTS: Members of the public may attend the meeting at the physical meeting location stated above and deliver their public comments in person during the public comment portion of the agenda.

VIRTUAL COMMENTS: *Public comments will also be accepted during the meeting using the virtual meeting platform as follows:*

By telephone: To ask to speak during the meeting, call in to the meeting using the instructions above. Please press *9 from your telephone and you will be called on to speak during public comments and identified by the last 4-digits of your telephone number.

During the meeting, when your name or the last 4-digits of your telephone number is called, you will be unmuted and you may deliver your comments.

Please be sure to be in a quiet area to avoid unnecessary noise. Please provide the following information before delivering your comments: Your Name, Address, if you are a hired Consultant or City Employee, and/or if you are engaged in Lobbying Activities and/or representing an organization.

A time limit may be imposed for each speaker during public comment.
Your cooperation is appreciated in observing the time limit.

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 when addressing the Council during public comments.

PUBLIC RECORDS

The meeting will be recorded for later viewing and is a public record. The virtual chat, if any, will be saved and is a public record. Minutes of the meeting will be taken and will be made available.

NOTICE PURSUANT TO §286.0105, FLORIDA STATUTES

IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE BOARD, AGENCY, OR COMMISSION WITH RESPECT TO ANY MATTER CONSIDERED AT THIS MEETING OR HEARING, HE OR SHE WILL NEED A RECORD OF THE PROCEEDINGS, AND FOR SUCH PURPOSE, HE OR SHE 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 TO BE BASED.

AMERICANS WITH DISABILITIES ACT

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this proceeding is asked to advise the City at least 2 days before the proceeding by contacting the City Clerk's Office at 305-805-5006.

LOBBYING ACTIVITIES

In accordance with Section 33-01 of the City Code, adopting Section 2-11.1(s) of the Miami-Dade County Code, any person engaging in lobbying activities, as defined therein, must register at the City Clerk's Office before addressing the City Council on the agenda items or engaging in lobbying activities. Specifically, 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 and online at: <https://www.miamisprings-fl.gov/cityclerk/lobbyist-registration-form-0>.

Have questions or need additional information?

Write: cityclerk@miamisprings-fl.gov

Call: 305-805-5006

Mail: 201 Westward Drive, Miami Springs, FL 33166



AGENDA MEMORANDUM

Meeting Date: July 20, 2023

To: The Honorable Mayor Maria Puente Mitchell and Members of the City Council

Via: Tammy Romero, Interim City Manager

From: Chris Chiocca, Finance Director

Subject: FY 2023-24 Millage Setting Meeting

The Administration recommends setting the millage cap at 6.9900 in order to provide Council the flexibility to make budget decisions during our upcoming workshops, and use available reserves to fund the \$411,869 deficit.

We are currently projecting to have an increase in fund balance of approximately \$175,000 at the end of FY 22-23, the Council could use a portion of the excess to fund some of the wish list items or any other items Council may be considering for the next budget year.

As you are aware, the millage rate you set tonight will be the “cap” for the upcoming budget year, Council may lower the rate after all budget meetings are completed but it may not set a rate higher than the cap approved tonight.

The July 1 property value assessment was \$1,605,558,349 or approximately \$155.8 million or 10.7% higher than the prior year’s assessment of \$1,449,806,131. This represents approximately \$1,094,000 in net additional ad valorem revenues for next year at the proposed millage rate of 6.9900.

Each reduction of .10 in millage is equivalent to \$152,528 for FY 23-24.

In order to prepare for this millage setting meeting, we have prepared various millage scenarios as follows:

- 1. At the current millage rate of 6.9100, the budget will create a deficit of \$533,891. This scenario also includes the budget assumptions detailed below and does not include any items on the wish list.**
2. At a millage of 7.2600, the budget would be balanced.
- 3. At the recommended millage of 6.9900, the budget would show a deficit of \$411,869 that may be funded from available fund balance.**
4. At a millage of 6.9500, the budget would show a deficit of \$422,703 that may be funded from available fund balance.
5. At the “rollback” rate of 6.2370, the budget would show a deficit of \$1,560,405. This budget would require cost reductions or use of available fund balance to balance it.

The total **General fund** budget is \$22,928,742 of which \$14,760,966 or 64.3% represents employee salaries and benefits. The remainder of \$8,167,776 is to cover all other City needs.

The following are the more significant budget funding requirements:

- For FY 23-24 we have capital expenditures of approximately \$168,700 in the General fund, which includes the following; Parks and recreation has \$20,000 to renovate tennis courts, Information technology has \$5,600 for a server replacement, Finance has \$1,500 for an electronic check signing program, Golf has \$4,000 for refreshing the shop and driving range ball machine areas, Police has \$3,000 for two admin laptops, \$1,100 for one router, \$20,000 for seven Toughbook laptops, \$8,000 for five AED Defibrillators, \$49,500 for ten radios, \$16,000 for cameras and license (grant funded), \$30,000 for storage array (grant funded) and \$10,000 for fingerprint scanners.

The following are other funds that do not affect the general fund: The Sanitation department, which is an Enterprise fund, included \$34,383 for a new Ford F-1 Regular Cab XL 4x2.

- The FY 23-24 budget includes a 4% COLA for all general employees, total General fund cost of this is approximately \$363,000.
- For FY 23-24 we will be adding an additional part time code compliance officer.
- Health insurance costs will increase by 8.5% for FY 23-24. Total cost of this increase in General fund is approximately \$223,000.
- The City is currently in union negotiations with the FOP.
- The Police budget includes retirement payouts in the amount of approximately \$159,000.
- Budget includes an approximate annual increase in the City Manager budget of \$155,000.
- The City Manager budget includes \$45,000 for the City's lobbyist, as well as \$36,000 for grant writer services.
- Increase in Senior Center funding of approximately \$131,000.
- The Public Works budget includes \$50,000 for citywide tree planting, and \$100,000 for tree trimming.
- Council budget includes a \$35,000 funding request from CMI for next fiscal year, \$14,000 for the River Cities Festival, and \$6,000 request from the Historic Museum for storage costs. We are currently pending the budget request from Pelican Theatre (not yet included).

RESOLUTION NO. 2023 – _____

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF MIAMI SPRINGS, FLORIDA, DECLARING, AS REQUIRED BY SECTION 200.065, FLORIDA STATUTES, THE CITY’S PROPOSED MILLAGE RATE, ROLLED-BACK RATE COMPUTED PURSUANT TO SECTION 200.065(1), FLORIDA STATUTES, AND THE DATE, TIME AND PLACE AT WHICH THE FIRST AND SECOND PUBLIC BUDGET HEARINGS WILL BE HELD TO CONSIDER THE PROPOSED MILLAGE RATE AND THE TENTATIVE BUDGET FOR FISCAL YEAR 2023-2024; DIRECTING THE CITY CLERK AND INTERIM CITY MANAGER TO FILE THIS RESOLUTION WITH THE MIAMI-DADE COUNTY PROPERTY APPRAISER; AUTHORIZING THE INTERIM CITY MANAGER TO CHANGE BUDGET HEARING DATES, IF NEEDED; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, Chapter 200, Florida Statutes provides a procedure for the adoption of ad valorem tax and millage rates associated therewith; and

WHEREAS, Section 200.065, Florida Statutes provides for the adoption of a proposed millage rate, together with the establishment of a rolled-back millage rate computed pursuant to Section 200.065(1), Florida Statutes; and

WHEREAS, on July 1, 2023, the Honorable Pedro J. Garcia, Miami-Dade County, Property Appraiser (the “Property Appraiser”) served upon the City of Miami Springs, Florida (the “City”) a “Certification of Taxable Value” certifying to the City its 2023 taxable value; and

WHEREAS, the Interim City Manager and Staff have prepared a tentative budget and have computed a proposed millage rate necessary to fund the tentative budget other than the portion of the budget to be funded from sources other than ad valorem taxes; and

WHEREAS, the provisions of Section 200.065, Florida Statutes, require that the City, within thirty-five (35) days of service of the Certification of Taxable Value, advise the Property Appraiser of the City’s proposed millage rate, the City’s rolled-back rate, and the date, time, and place at which public hearings will be held to consider the proposed millage rate and the tentative budget; and

WHEREAS, in accordance with the provisions of the City’s Charter and Florida law, the City Council is presenting the proposed millage rate and budget to formally

notify and 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 MAYOR AND CITY COUNCIL OF THE CITY OF MIAMI SPRINGS, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The above recitals are true and correct and are incorporated herein by this reference.

Section 2. Declaration of Proposed Millage Rate. The proposed millage rate for the City of Miami Springs for fiscal year 2023-2024 is declared to be 6.9900 mills, which is \$6.9900 per \$1,000.00 of assessed property within the City.

Section 3. Declaration of Rolled-Back Rate. The rolled-back rate, as computed pursuant to Section 200.065, Florida Statutes, is 6.2370 mills, which is \$6.2370 per \$1,000.00 of assessed property within the City. The proposed millage rate is 12.1% higher than the rolled-back rate.

Section 4. Schedule of Budget Hearings. The date, time, and place of the first and second public hearings for the City to consider the proposed millage rate and the tentative budget and to adopt a millage rate and adopt the budget, respectively, are hereby scheduled by the City Council as follows:

DATE	TIME	PLACE
1 st Budget Hearing September 11, 2023 (Monday) <i>(To consider the proposed millage rate and tentative budget)</i>	7:00 PM	Miami Springs Council Chambers 201 Westward Drive Miami Springs, FL 33166
2 nd Budget Hearing September 25, 2023 (Monday) <i>(To adopt a millage rate and finalize the budget)</i>	7:00 PM	Miami Springs Council Chambers 201 Westward Drive Miami Springs, FL 33166

Section 5. Transmittal. The City Clerk and Interim City Manager are directed to take all necessary steps to submit the City's 2023 Certification of Taxable Valuable (DR-420) Form and provide a certified copy of this resolution to the Honorable Pedro Garcia, Property Appraiser of Miami-Dade County, on or before Monday, August 1, 2023.

Section 6. Authorization. In the event that the Miami-Dade County Board of County Commissioners or the Miami-Dade County School Board schedule or reschedule a budget hearing on a date scheduled for a City of Miami Springs budget hearing, the Interim City Manager is authorized to change the date of either or both City budget hearings.

Section 7. Effective Date. This Resolution shall take effect immediately upon adoption.

The foregoing Resolution was offered by _____ who moved its adoption. The motion was seconded by _____ and upon being put to a vote, the vote was as follows:

Vice Mayor Jorge Santin	_____
Councilmember Jacky Bravo	_____
Councilmember Dr. Victor Vazquez, Ph.D.	_____
Councilmember Dr. Walter Fajet, Ph.D.	_____
Mayor Maria Puente Mitchell	_____

PASSED AND ADOPTED this 20th day of July, 2023.

ATTEST:

MARIA PUENTE MITCHELL
MAYOR

ERIKA GONZALEZ, MMC
CITY CLERK

APPROVED AS TO FORM AND LEGAL SUFFICIENCY
FOR THE USE AND RELIANCE OF THE CITY OF MIAMI SPRINGS ONLY:

WEISS SEROTA HELFMAN COLE & BIERMAN, P.L.
CITY ATTORNEY

RESOLUTION NO. 2023-____

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF MIAMI SPRINGS, FLORIDA, AUTHORIZING THE MAYOR, WITH THE ASSISTANCE OF THE CITY ATTORNEY, TO NEGOTIATE AN EMPLOYMENT AGREEMENT ON BEHALF OF THE CITY WITH [INSERT NAME] AS THE TOP-RANKED CANDIDATE FOR CITY MANAGER; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on February 14, 2023, City Manager William Alonso announced his retirement and resignation from the position of City Manager effective May 31, 2023; and

WHEREAS, on February 27, 2023, the City Council expressed its interest in utilizing the services of an executive search firm to assist the City in selecting a new City Manager and subsequently selected and entered into an agreement with Mercer Group Florida, LLC to perform the executive search services; and

WHEREAS, the City received numerous resumes from qualified individuals for the City Manager position; and

WHEREAS, the City Council conducted public interviews of candidates for the position of City Manager at its Regular City Council Meeting on June 29, 2023; and

WHEREAS, after review and consideration, the City Council wishes to authorize the Mayor, with the assistance of the City Attorney, to negotiate an Employment Agreement on behalf of the City with [Insert Name of Intended CM] as the top-ranked candidate to serve as City Manager; and

WHEREAS, the City Council finds that this Resolution is in the best interest and welfare of the residents of the City.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF MIAMI SPRINGS, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The above recitals are confirmed, adopted, and incorporated herein and made a part hereof by reference.

Section 2. Authorization. That the City Council hereby authorizes the Mayor, with the assistance of the City Attorney, to negotiate an Employment Agreement on behalf of the City with [Insert Name of Intended CM] as the top-ranked candidate to serve as City Manager. At a subsequent Council meeting, the City Council will adopt a resolution appointing the new City Manager and approving the negotiated Employment Agreement.

Section 3. Effective Date. That this Resolution shall be effective immediately upon adoption.

The foregoing Resolution was offered by _____ who moved its adoption. The motion was seconded by _____ and upon being put to a vote, the vote was as follows:

Vice Mayor Jorge Santin	_____
Councilmember Jacky Bravo	_____
Councilmember Dr. Victor Vazquez, Ph.D.	_____
Councilmember Dr. Walter Fajet, Ph.D.	_____
Mayor Maria Puente Mitchell	_____

PASSED AND ADOPTED this 20th day of July, 2023.

ATTEST:

MARIA PUENTE MITCHELL
MAYOR

ERIKA GONZALEZ, MMC
CITY CLERK

APPROVED AS TO FORM AND LEGAL SUFFICIENCY
FOR THE USE AND RELIANCE OF THE CITY OF MIAMI SPRINGS ONLY:

WEISS SEROTA HELFMAN COLE & BIERMAN, P.L.
CITY ATTORNEY