



***CITY OF MIAMI SPRINGS, FLORIDA***

**Mayor Xavier M. Garcia**

**Vice Mayor Michael Windrem  
Councilman George V. Lob**

**Councilman Billy Bain  
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".

**AGENDA**

**SPECIAL MEETING**

**Thursday, July 25, 2013 – 6:00 p.m.**

**Council Chambers – City Hall**

**201 Westward Drive – Miami Springs**

1. Call to Order/Roll Call
2. Invocation: Councilman Petralanda  
  
Salute to the Flag: Audience participation
3. Presentation of Certificates of Completion to Vice Mayor Windrem and Councilman Petralanda for Completion of the 2013 Institute for Elected Municipal Officials.
4. Resolution No. 2013-3584 – A Resolution of the City Council of the City of Miami Springs Setting the Tentative Operating Millage Levy for Fiscal Year 2013-2014; Setting Time, Date and Place for Public Hearings on the Proposed 2012-2014 Budget and Tentative Millage Rate
5. Adjourn

\*\*\*\*\*  
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 Item No.

City Council Meeting of:

7-25-2013

301 South Bronough Street • Suite 300 • P.O. Box 1757 • Tallahassee, FL 32302-1757 • (850) 222-9684 • Fax (850) 222-3806 • [www.floridaleagueofcities.com](http://www.floridaleagueofcities.com)

July 15, 2013

Ms. Magali Valls  
City Clerk, City of Miami Springs  
Miami Springs, FL 33166

Dear Ms. Valls:

Enclosed is a Certificate or Certificates of Completion to be awarded to the elected officials of the City of Miami Springs for completion of the 2013 Institute for Elected Municipal Officials held June 21-23 in Palm Beach Gardens, Florida.

We ask that the Certificate be presented as an agenda item for your next council meeting and be formally recorded in the minutes. We believe the importance of completing the Institute for Elected Municipal Officials training should be known to key officials and your community.

Thank you so much for your cooperation on this. If you have any questions, please don't hesitate to call me at (850) 701-3619.

Sincerely,

Gail Dennard  
Membership Development  
Florida League of Cities

Enclosure

President **Manny Maroño**, Mayor, Sweetwater

First Vice President **P.C. Wu**, Council President, Pensacola • Second Vice President **Lori C. Moseley**, Mayor, Miramar

Executive Director **Michael Sittig** • General Counsel **Harry Morrison, Jr.**



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July 15, 2013

The Honorable Michael Windrem  
Vice Mayor, City of Miami Springs  
201 Westward Drive  
Miami Springs, FL 33166

Dear Vice Mayor Windrem:

On behalf of the John Scott Dailey Florida Institute of Government and the Florida League of Cities, I am pleased to award this certificate to you for the completion of eighteen hours of instruction at the Institute for Elected Municipal Officials in Palm Beach Gardens, Florida on June 21-23, 2013.

It is our sincere hope that you found the program challenging, informative, and rewarding. Now that you have taken the basic IEMO, we encourage you to attend the Advanced Institute as well as other FLC University and IOG programs. You can find the dates and locations on both the IOG and FLC websites at [www.iog-fsu.edu](http://www.iog-fsu.edu) and [www.flcities.com](http://www.flcities.com).

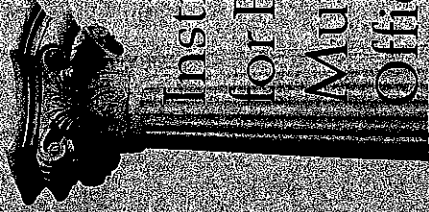
We strongly believe that your willingness to complete this program of study is indicative of your commitment to improving the quality of municipal government in Florida. We commend you for this and sincerely thank you.

We hope to see you at future IOG and FLC events!

Sincerely,

Lynn S. Tipton  
Director of Membership Development

Enclosure



Institute  
for Elected  
Municipal  
Officials

# Certificate of Completion

June 21-23, 2013 • Palm Beach Gardens, Florida

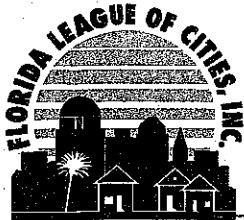
Awarded to

**Vice Mayor Michael Windrem**  
*City of Miami Springs*

Sponsored by

Executive Director  
Florida League of Cities

Executive Director  
Florida Institute of Government



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July 15, 2013

The Honorable Jaime A. Petralanda  
Councilman, City of Miami Springs  
201 Westward Drive  
Miami Springs, FL 33166

Dear Councilman Petralanda:

On behalf of the John Scott Dailey Florida Institute of Government and the Florida League of Cities, I am pleased to award this certificate to you for the completion of eighteen hours of instruction at the Institute for Elected Municipal Officials in Palm Beach Gardens, Florida on June 21-23, 2013.

It is our sincere hope that you found the program challenging, informative, and rewarding. Now that you have taken the basic IEMO, we encourage you to attend the Advanced Institute as well as other FLC University and IOG programs. You can find the dates and locations on both the IOG and FLC websites at [www.iog-fsu.edu](http://www.iog-fsu.edu) and [www.flcities.com](http://www.flcities.com).

We strongly believe that your willingness to complete this program of study is indicative of your commitment to improving the quality of municipal government in Florida. We commend you for this and sincerely thank you.

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Sincerely,

Lynn S. Tipton  
Director of Membership Development

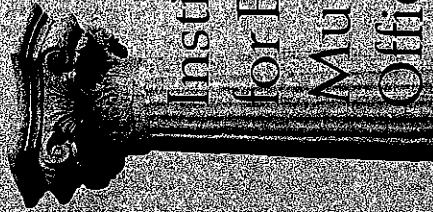
Enclosure

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President **Manny Maroño**, Mayor, Sweetwater

First Vice President **P.C. Wu**, Council President, Pensacola • Second Vice President **Lori C. Moseley**, Mayor, Miramar

Executive Director **Michael Sittig** • General Counsel **Harry Morrison, Jr.**



Institute  
for Elected  
Municipal  
Officials

# Certificate of Completion

June 21-23, 2013 • Palm Beach Gardens, Florida

Awarded to

**Councilman Jaime A. Petralanda**  
*City of Miami Springs*

Sponsored by

Executive Director  
Florida League of Cities

Executive Director  
Florida Institute of Government



**CITY OF MIAMI SPRINGS**  
Finance Department  
201 Westward Drive  
Miami Springs, FL 33166-5259  
Phone: (305) 805-5014  
Fax: (305) 805-5018

Agenda Item No. 4

City Council Meeting of:

7-25-2013

**To:** Mayor and City Council

**FR:** Ron Gorland, City Manager  
William Alonso, CPA, CGFO, Asst. City Manager/Finance Director

**Date:** July 25, 2013

**RE:** FY2013-14 Budget Analysis and Preliminary Estimates-Update

Since our June 24 meeting whereby we presented a preliminary budget showing a projected deficit of \$587,484 under the current millage of 6.9950, we have received updated health insurance figures as well as other adjustments which have reduced our deficit to approximately **\$468,472** using the current millage of 6.9950 (as shown on attachment A). The millage required to balance the budget without any reductions would be **7.5392 (attachment A-1)**. The rollback rate is 6.5633 and would result in a deficit of \$840,143 (attachment A-2). The millage rate would need to be 7.8597 in order to balance the budget if the revised golf budget discussed in #11 below were adopted.

As mentioned above there were two significant issues that reduced our original deficit of \$587,484 to the current \$468,472. Aetna Health informed us that the increase for next year will be 9.9% which is lower than the 15% we originally used in our budget analysis, and second the July 1 final assessed valuation was approx. \$11 million higher than the \$895 million number we received on June 1.

In order to assist you in setting the millage cap for next fiscal year, we have prepared attachment F which shows the history of our reserves for the past ten years.

**Please note that we have not added to our reserves since FY2009, our reserves have actually declined during the past three years from \$8,421,317 at the end of FY2009 to \$4,394,465 at the end of FY2012. This is why the Administration recommends setting the millage cap today at 7.8950 so the Council may have the flexibility needed during the workshops to address the City's needs.**



The following are some basic budget assumptions used for this budget:

1. Millage used is the current rate of 6.9950.
2. The initial Proposed Budget assumes no further outsourcing of services, no reduction in staff and no reduction in services.
3. There is no funding budgeted for the new pool/golf course project other than the \$86K already in designated fund balance for the shoring up of the pool building. At the present time the City does not have an actual cost of the shoring project so it is not known if the \$86K available will be sufficient to complete the project, nor are there any funds available or budgeted to explore the alternatives to the Golf/Recreation/Pool alternatives. The estimates for the shoring project should be available within the next two weeks.
4. Budget assumes a 2% cost of living increase for all operating expenditures (eg: fuel, utilities, supplies, etc.)
5. This General Fund budget request also contains approximately \$335,910 in infrastructure and equipment expenditures (see attachment B), \$100,000 for sidewalk repairs not eligible to be paid with CITT funds, and \$46,550 for unexpected emergency repairs to the City's facilities. No funds have been budgeted for preventative maintenance of city infrastructure (ex. Buildings, IT systems, A/C systems, etc.). Please note that Golf has requested \$579,590 in new equipment however the cost to the city for next fiscal year will be approx. \$122,741 since we will lease the equipment under a four year lease agreement. At the end of the four years the City will return the equipment and either purchase or lease any needed equipment at that time.
6. Budget includes \$90,000 in actuary and legal costs related to the PBA/Pension negotiations planned for FY2014, \$45,000 for the City's lobbyist and \$10,000 for annexation costs.
7. The General Fund budget includes approx. \$51,090 for a 4% one-time COLA for those General Employees earning under \$50,000. The General Fund impact is \$51,090, while \$23,716 will impact the city's two Enterprise Funds. **The General Employees pension contribution for FY2014 is scheduled to increase 1.23% this means that the net increase will actually be 2.77% for those eligible for the one-time COLA discussed above. Those not eligible (those earning over \$50K) will see their earnings decrease by 1.23%.**

8. Budget assumes there will be no further deterioration of the national/local economy, no annexation, and assumes no funding for a replacement aquatic facility. If plans are developed and approved during the year for such a project, a budget amendment would be required. The Proposed Budget also does not provide any funding for economic redevelopment (ex. 36<sup>th</sup> Street, Neighborhood Business District).
9. Due to the limitation on part time workers of 59 hours per biweekly pay period by the new health care law, the Recreation budget includes an additional \$20,000 for additional part time staff.
10. Pension costs will increase approximately \$75,000 or 7.7% for FY2014, while workmen's compensation insurance is budgeted to increase \$28,000 or 10%. The total pension contribution for FY2014 for both General Employees and Police personnel is approximately \$1,057,000.
11. The originally projected loss at the golf course is \$451,306, which includes approx. \$122,741 in lease payments for the purchase of \$579,590 in equipment. The golf course budget includes an additional full time position for a "Pro Shop/Outside Services Manager", this is in addition to the Director and another full time customer service clerk. This change results in an increase of \$23,662 in the Golf budget for personnel costs (salary plus benefits).

Subsequent to the submission of the original golf budget with a projected loss of \$451,306, Mr. Paul O'Dell, Golf Director, revised the budget with input from the new Golf Course Superintendent. The revised budget would show a loss of \$727,302 or approximately \$275,996 higher than the original budget request. The increase was mainly due to an additional request of \$62,000 in contractual labor, \$147,000 in fertilizer, chemicals, sand and other operating supplies, \$46,000 in repairs and maintenance, \$8,000 in professional services, and \$13,000 in other miscellaneous costs. We have used the original budget in our proposed budget to Council and will discuss the additional requests during our workshops.

**The following are Developmental Costs in order to plan for the transition costs of replacing employees currently in the DROP Plan:**

12. The City Clerk's budget includes a salary of \$75,000 for the new City Clerk and an additional \$1,000 for training of the new Administrative Assistant. The personnel costs increased by \$4,772 in the current budget.
13. Finance had been providing 0.3 FTE's to IT in prior years. Beginning in FY2014 the Golf operation will assume this 0.3 FTE's to cover the administrative work done by Finance for the Golf operation. IT will hire an additional part-time employee to help with the increasing demands of this Department. This increases the Golf budget by approximately \$26,000.

14. The Human Resources Director is also in the DROP plan. As part of the developmental process the HR budget provides for a Human Resources Specialist II upgrade of the current HR Specialist I. This upgrade increases total personnel costs by approximately \$4,000.

There are also 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 \$451,306 under the original budget as discussed in #11 above, or \$727,302 if the revised budget is adopted.
2. The projected revenues from red light cameras of \$600,000

Attachment C provides a listing of possible budget reduction expenditures that Council may consider in order to balance the FY2014 budget.

Attachment D is a listing of infrastructure and other capital expenditures that will be required within the next 5 years.

I have also included Attachment E to this memo. This attachment shows that at present there is \$586,316 in designated fund balance. We are planning on using the \$86,316 for the shoring up of the pool. This would leave a balance of \$500,000 for the Hurricane Contingency.

**ATTACHMENT A**

CITY OF MIAMI SPRINGS  
BUDGET WORKSHEET  
FY2013-14 PROPOSED BUDGET

| FUND:                                  | Proposed Budget<br>Based on Current Millage<br>FY13-14 |                     | Proposed Budget<br>Required Millage to Balance<br>FY13-14 |                     |
|--|--|---------------------|---|---------------------|
|  | Current Millage  | 6.9950              | Current Millage   | 7.5392              |
|  | REVENUES   | 14,338,014          | REVENUES  | 14,806,542          |
| <b>General Fund:</b>                   |  |                     |   |                     |
| Mayor & City Council                   |  | (114,765)           |   |                     |
| Office of the City Manager             |  | (349,583)           |   |                     |
| Office of the City Clerk               |  |                     |   |                     |
| Operations                             | (274,673)  |                     |   |                     |
| Capital Outlay                         | (2,500)  | (277,173)           |   |                     |
| Office of the City Attorney            |  | (171,000)           |   |                     |
| Human Resource Department              |  | (189,503)           |   |                     |
| Finance Department                     |  | (535,456)           |   |                     |
| Finance-Professional Services          |  |                     |   |                     |
| Operating Expenses                     | (270,476)  |                     |   |                     |
| Capital Outlay                         | (5,000)  | (275,476)           |   |                     |
| IT Department                          |  |                     |   |                     |
| Operating Expenses                     | (329,822)  |                     |   |                     |
| Capital Outlay                         | (4,065)  | (333,887)           | -   | -                   |
| Planning Department                    |  |                     |   |                     |
| Operating Expenses                     | (117,539)  |                     |   |                     |
| Capital Outlay                         | (13,500)   | (131,039)           |   |                     |
| Police:                                |  |                     |   |                     |
| Police-Operations                      | (5,909,855)  |                     |   |                     |
| Police-Capital Outlay                  | (100,304)  | (6,010,159)         | -   | -                   |
| Police-Crossing Guards                 |  | (23,376)            |   |                     |
| Building & Code Enforcement            |  |                     |   |                     |
| Operating Expenses                     | (603,629)  |                     |   |                     |
| Capital Outlay                         | -  | (603,629)           |   |                     |
| Public Works - Administration          |  |                     |   |                     |
| Operating Expenses                     | (359,576)  |                     |   |                     |
| Capital Outlay                         | -  | (359,576)           |   |                     |
| Public Works - Streets                 |  |                     |   |                     |
| Operating Expenses                     | (463,267)  |                     |   |                     |
| Capital Outlay                         | (15,000)   | (478,267)           |   |                     |
| Public Works - Properties              |  |                     |   |                     |
| Operating Expenses                     | (589,910)  |                     |   |                     |
| Capital Outlay                         | -  | (589,910)           |   |                     |
| Public Works - Building Maintenance    |  |                     |   |                     |
| Operating Expenses                     | (219,442)  |                     |   |                     |
| Capital Outlay                         | (70,000)   | (289,442)           |   |                     |
| Public Works - Fleet Maintenance       |  |                     |   |                     |
| Recreation                             |  | (1,548,586)         | -   | -                   |
| Aquatics                               |  | (265,563)           | -   | -                   |
| Tennis                                 |  | (20,467)            |   |                     |
| Park Maintenance                       |  |                     |   |                     |
| Maintenance Operations                 | (123,939)  |                     |   |                     |
| Maintenance Capital Outlay             | -  | (123,939)           |   |                     |
| Golf- Admin                            |  | (21,968)            |   |                     |
| Golf-Pro Shop                          |  | (568,416)           |   |                     |
| Golf-Maintenance                       |  | (1,000,777)         |   |                     |
| Maintenance Operations                 | (878,036)  |                     |   |                     |
| Maintenance Capital Outlay             | (122,741)  |                     |   |                     |
| Transfers to other funds:              |  |                     |   |                     |
| Senior Center Fund                     |  | (139,323)           |   |                     |
| Debt Service Fund                      |  | (363,205)           | -   | -                   |
| <b>TOTAL GENERAL FUND EXPENDITURES</b> |  | <b>(14,806,486)</b> | <b>-</b>  | <b>(14,806,486)</b> |
| <b>DEFICIT AT CURRENT MILLAGE</b>      |  | <b>(468,472)</b>    |   | <b>56</b>           |

CITY OF MIAMI SPRINGS  
BUDGET WORKSHEET  
FY2013-14 PROPOSED BUDGET

## MILLAGE NECESSARY TO BALANCE BUDGET

| FUND:                                  | Proposed Budget<br>FY13-14 |                     |
|--|----------------------------|---------------------|
| <b>General Fund:</b>                   | <b>Current Millage</b>     | <b>7.5392</b>       |
|  | <b>REVENUES</b>            | <b>14,806,542</b>   |
| Mayor & City Council                   | (114,765)                  | -                   |
| Office of the City Manager             | (349,583)                  | -                   |
| Office of the City Clerk               |                            |                     |
| Operations                             | (274,673)                  |                     |
| Capital Outlay                         | (2,500)                    | (277,173)           |
| Office of the City Attorney            |                            | (171,000)           |
| Human Resource Department              |                            | (189,503)           |
| Finance Department                     |                            | (535,456)           |
| Finance-Professional Services          |                            |                     |
| Operating Expenses                     | (270,476)                  |                     |
| Capital Outlay                         | (5,000)                    | (275,476)           |
| IT Department                          |                            |                     |
| Operating Expenses                     | (329,822)                  |                     |
| Capital Outlay                         | (4,065)                    | (333,887)           |
| Planning Department                    |                            | -                   |
| Operating Expenses                     | (117,539)                  |                     |
| Capital Outlay                         | (13,500)                   | (131,039)           |
| Police:                                |                            |                     |
| Police-Operations                      | (5,909,855)                |                     |
| Police-Capital Outlay                  | (100,304)                  | (6,010,159)         |
| Police-Crossing Guards                 |                            | (23,376)            |
| Building & Code Enforcement            |                            |                     |
| Operating Expenses                     | (603,629)                  |                     |
| Capital Outlay                         | -                          | (603,629)           |
| Public Works - Administration          |                            |                     |
| Operating Expenses                     | (359,576)                  |                     |
| Capital Outlay                         | -                          | (359,576)           |
| Public Works - Streets                 |                            |                     |
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| Capital Outlay                         | (15,000)                   | (478,267)           |
| Public Works - Properties              |                            |                     |
| Operating Expenses                     | (589,910)                  |                     |
| Capital Outlay                         | -                          | (589,910)           |
| Public Works - Building Maintenance    |                            |                     |
| Operating Expenses                     | (219,442)                  |                     |
| Capital Outlay                         | (70,000)                   | (289,442)           |
| Public Works - Fleet Maintenance       |                            | (22,000)            |
| Recreation                             |                            | (1,548,586)         |
| Aquatics                               |                            | (265,563)           |
| Tennis                                 |                            | (20,467)            |
| Park Maintenance                       |                            |                     |
| Maintenance Operations                 | (123,939)                  |                     |
| Maintenance Capital Outlay             | -                          | (123,939)           |
| Golf- Admin                            |                            | (21,968)            |
| Golf-Pro Shop                          |                            | (568,416)           |
| Golf-Maintenance                       |                            | (1,000,777)         |
| Maintenance Operations                 | (878,036)                  |                     |
| Maintenance Capital Outlay             | (122,741)                  |                     |
| Transfers to other funds:              |                            |                     |
| Senior Center Fund                     |                            | (139,323)           |
| Debt Service Fund                      |                            | (363,205)           |
| <b>TOTAL GENERAL FUND EXPENDITURES</b> |                            | <b>(14,806,486)</b> |
| <b>BUDGET DEFICIT</b>                  |                            | <b>56</b>           |
| <b>USE OF AVAILABLE RESERVES</b>       |                            | <b>-</b>            |

CITY OF MIAMI SPRINGS  
BUDGET WORKSHEET  
FY2013-14 PROPOSED BUDGET

ROLLBACK MILLAGE

| FUND:                                  | Proposed Budget<br>FY13-14 |                     |
|--|----------------------------|---------------------|
| <b>General Fund:</b>                   | <b>Current Millage</b>     | <b>6.5633</b>       |
|  | <b>REVENUES</b>            | <b>13,966,343</b>   |
| Mayor & City Council                   | (114,765)                  | -                   |
| Office of the City Manager             | (349,583)                  | -                   |
| Office of the City Clerk               |                            |                     |
| Operations                             | (274,673)                  |                     |
| Capital Outlay                         | (2,500)                    | (277,173)           |
| Office of the City Attorney            | (171,000)                  |                     |
| Human Resource Department              | (189,503)                  |                     |
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| Capital Outlay                         | -                          | (603,629)           |
| Public Works - Administration          |                            |                     |
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| Recreation                             |                            | (1,548,586)         |
| Aquatics                               |                            | (265,563)           |
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| Park Maintenance                       |                            |                     |
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| Maintenance Capital Outlay             | -                          | (123,939)           |
| Golf- Admin                            |                            | (21,968)            |
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| Maintenance Operations                 | (878,036)                  |                     |
| Maintenance Capital Outlay             | (122,741)                  |                     |
| Transfers to other funds:              |                            |                     |
| Senior Center Fund                     |                            | (139,323)           |
| Debt Service Fund                      |                            | (363,205)           |
| <b>TOTAL GENERAL FUND EXPENDITURES</b> |                            | <b>(14,806,486)</b> |
| <b>BUDGET DEFICIT</b>                  |                            | <b>(840,143)</b>    |
| <b>USE OF AVAILABLE RESERVES</b>       |                            | <b>-</b>            |

**ATTACHMENT B**

**CITY OF MIAMI SPRINGS  
FY 2013-2014 Budget  
CAPITAL EXPENDITURE SUMMARY-ALL FUNDS**

| Department                           | Total Budgeted    | Description of expenditure  |                   |
|--------------------------------------|-------------------|---|-------------------|
| City Clerk                           | \$ 2,500          | New Color printer   | 2,500             |
|                                      |                   |   | -                 |
|                                      |                   |   | <u>2,500</u>      |
| <b>Planning</b>                      | <b>\$ 13,500</b>  | <b>GIS System</b>   | <b>13,500</b>     |
|                                      |                   |   | <u>13,500</u>     |
| <b>Golf Course</b>                   | <b>\$ 579,590</b> | <b>Groundsmaster 4700-D</b>   | <b>1 65,363</b>   |
|                                      |                   | <b>Greensmaster 3150-Q</b>  | <b>4 110,285</b>  |
|                                      |                   | <b>Grooming Accessories 3150-Q</b>  | <b>1 12,087</b>   |
|                                      |                   | <b>Reelmaster 7000-D</b>  | <b>2 133,623</b>  |
|                                      |                   | <b>Sand Pro 3040</b>  | <b>1 16,824</b>   |
|                                      |                   | <b>Multi Pro 1200</b>   | <b>1 26,358</b>   |
|                                      |                   | <b>Multi Pro 5800</b>   | <b>1 44,069</b>   |
|                                      |                   | <b>Workman HDX</b>  | <b>3 64,196</b>   |
|                                      |                   | <b>Rake-O-Vac</b>   | <b>1 29,736</b>   |
|                                      |                   | <b>Pro Force Turbine Blowers</b>  | <b>2 13,355</b>   |
|                                      |                   | <b>Debris Blower 600</b>  | <b>1 5,013</b>    |
|                                      |                   | <b>Lely Spreader</b>  | <b>1 5,875</b>    |
|                                      |                   | <b>Lely Accessories</b>   | <b>1 6,450</b>    |
|                                      |                   | <b>Greens Groomer Brushes</b>   | <b>1 3,695</b>    |
|                                      |                   | <b>Salsco Rollers</b>   | <b>2 26,910</b>   |
|                                      |                   | <b>Dakota Turf Tender 410 Pull Behind</b>                                   | <b>1 15,750</b>   |
|                                      |                   |   | <u>579,590</u>    |
| <b>Police</b>                        | <b>\$ 100,304</b> | <b>Three marked cars @ 26,250 each</b>                                      | <b>78,750</b>     |
|                                      |                   | <b>Three sets of light bars, deck lights, strobes, cages @\$552.50 each</b> | <b>15,750</b>     |
|                                      |                   | <b>Four Taser w/Taser Cams and 4 yr extended warranty</b>                   | <b>5,804</b>      |
|                                      |                   |   | <u>100,304</u>    |
| <b>Public Works</b>                  | <b>\$ 85,000</b>  | <b>Interior Lighting On Main Circle 15 Poles</b>                            | <b>15,000</b>     |
|                                      |                   | <b>Re-Pipe Water Services In City Hall</b>                                  | <b>-</b>          |
|                                      |                   | <b>Re-Construction Of Walls And Areas Affected By Work</b>                  | <b>70,000</b>     |
|                                      |                   |   | <u>85,000</u>     |
| <b>Finance-Professional Services</b> | <b>\$ 5,000</b>   | <b>Two new computers to run photoshop</b>                                   | <b>3,000</b>      |
|                                      |                   | <b>Photoshop software and upgrades</b>                                      | <b>2,000</b>      |
|                                      |                   |   | <u>5,000</u>      |
| <b>Information Technology</b>        | <b>\$ 4,065</b>   | <b>Acronis Server Imaging software</b>                                      | <b>1,675</b>      |
|                                      |                   | <b>Sonicwall NSA250M Firewall and security appliance</b>                    | <b>1,645</b>      |
|                                      |                   | <b>Sonicwall 1 year comprehensive security suite</b>                        | <b>745</b>        |
|                                      |                   |   | <u>4,065</u>      |
| <b>Elderly Services</b>              | <b>\$ 2,800</b>   | <b>Electric steamtable, 5 well w/ accessories</b>                           | <b>2,800</b>      |
|                                      |                   |   | <u>2,800</u>      |
| <b>Total</b>                         | <b>\$ 792,759</b> | <b>Total</b>  | <b>\$ 792,759</b> |

*Lease*

*579,590* *GLF*  
*213,169*  
*122,741*  
*335,910*

**ATTACHMENT C**

**CITY OF MIAMI SPRINGS  
FY2013-14 PROPOSED BUDGET ANALYSIS**

The following is the City Manager's Proposed Budget for FY2014, the budget is based on an operating millage of 6.9950 millage rate (which is the current year rate), at this millage the deficit was approx. \$468,472 and may be balanced with combination of the following reductions:

**Millage  
Impact  
add (reduce)**

Original deficit based on a 6.9950 millage rate, millage would need to be 7.7.5392 in order to balance budget. \$ (468,472)

**1) Annual event subsidies:**

|  |                  |          |
|--|------------------|----------|
| Circle Events                              | \$ 10,000        | (0.0116) |
| Stafford Golf Tournament                   | \$ 2,000         | (0.0023) |
| Optimist Fishing Tournament                | \$ 2,000         | (0.0023) |
| Optimist BBQ                               | \$ 2,000         | (0.0023) |
| Police Appreciation Dinner                 | \$ 2,000         | (0.0023) |
| Gazette directory                          | \$ 6,000         | (0.0070) |
| FLA League ad                              | \$ 1,000         | (0.0012) |
| Misc events                                | \$ 1,000         | (0.0012) |
| Employee Luncheon                          | \$ 3,000         | (0.0035) |
| Two annual car shows                       | \$ 5,300         | (0.0062) |
| Rent support for historical society museum | \$ 11,000        | (0.0128) |
| Tennis program                             | \$ 15,000        | (0.0174) |
| Subsidy to Pelican Playhouse               | \$ 18,000        | (0.0209) |
| <b>Total all annual events</b>             | <b>\$ 78,300</b> |          |

**2) Eliminate all capital expenditures:  
(see attachment C for details)**

|   |                   |          |
|---|-------------------|----------|
| Planning  | \$ 13,500         | (0.0157) |
| Finance-Professional Services   | \$ 5,000          | (0.0058) |
| PW (\$70K for city hall plumbing and \$15K for circle light fixtures) | \$ 85,000         | (0.0987) |
| Elderly Services  | \$ 2,800          | (0.0033) |
| IT  | \$ 4,065          | (0.0047) |
| City Clerk  | \$ 2,500          | (0.0029) |
| Police (vehicles)   | \$ 100,304        | (0.1165) |
| Golf Course Maintenance Equipment Lease                               | \$ 122,741        | (0.1426) |
| Citywide sidewalk repairs   | \$ 100,000        | (0.1162) |
| Contingency for citywide facility emergency repairs                   | \$ 46,550         | (0.0541) |
| <b>Total all cap ex reductions</b>                                    | <b>\$ 482,460</b> |          |

**3) Personnel Related reductions:**

|   |           |           |          |
|---|-----------|-----------|----------|
| One year elimination of longevity payments to all General Employees(excluding PBA)                                    | \$ 40,250 | \$ 40,250 | (0.0468) |
| Eliminate the City's contribution to dependent health care coverage for General Employees (excluding PBA)             | \$ 46,265 | \$ 46,265 | (0.0537) |
| Reduce the City's contribution to dependent health care coverage for General Employees from 50% to 33%(excluding PBA) | \$ 22,417 | \$ 22,417 | (0.0260) |
| Employees to pay 5% of their health insurance costs(excluding PBA)  | \$ 18,312 | \$ 18,312 | (0.0213) |
| Defer hiring of City Clerk with Deputy City Clerk assumiong duties  | \$ 90,000 | \$ 90,000 | (0.1045) |
| Eliminate 4% one-time COLA for employees earning over \$50K   | \$ 51,090 | \$ 51,090 | (0.0593) |

**4) Other reductions**

|                    |           |           |          |
|--------------------|-----------|-----------|----------|
| Eliminate lobbyist | \$ 45,000 | \$ 45,000 | (0.0523) |
|--------------------|-----------|-----------|----------|

Use of availabe reserves (over the 25% requirement), currently approx. \$500,000 designated for Hurricane Contingency ???

**ADDITIONAL INFORMATION:**

Each 0.1 increase in Millage is equivalent to \$ 86,095

The Golf Course operation will require a subsidy of approx. \$451,306 for next year



Attachment D

CITY OF MIAMI SPRINGS  
 CAPITAL IMPROVEMENT PLAN (5-10 YEARS)  
 MAJOR COST ITEMS REQUIRING DESIGNATION OF RESERVES  
 (DOES NOT INCLUDE ANNEXATION AREAS)

|  | Items In<br>FY14 Budget | Must Do Items<br>Not in Budget | Future<br>Wish List Items |
|--|-------------------------|--------------------------------|---------------------------|
| <b>GOLF COURSE</b>   |                         |                                |                           |
| Cart Barn  |                         | 300,000 Within next 5 years    |                           |
| T-Boxes  |                         |                                | 180,000                   |
| Renovate sand bunkers                                      |                         |                                | 30,000                    |
| New Maintenance Building                                   |                         |                                | 500,000                   |
| New restrooms  |                         |                                | 40,000                    |
| Fairway grass replacement                                  |                         | 250,000 Within next 5 years    |                           |
| <b>Police</b>  |                         |                                |                           |
| New Local Frequency Radio repeater                         |                         | 50,000 Within next 5 years     |                           |
| New PSA Light Pickup Truck                                 |                         | 25,000 Within next 5 years     |                           |
| New PSA Hybrid Vehicle                                     |                         | 30,000 Within next 5 years     |                           |
| New Police Building  |                         |                                | 2,500,000                 |
| <b>Professional Services</b>                               |                         |                                |                           |
| Electronic Message Board-Circle                            |                         | -                              | 50,000                    |
| <b>Planning</b>  |                         |                                |                           |
| GIS System   | 13,500                  | -                              | -                         |
| <b>Information Technology</b>                              |                         |                                |                           |
| Exchange SVR Redundancy                                    |                         | 6,000 Within next 5 years      |                           |
| API Storage Server replacement - Optiview document imaging |                         | 10,000 Within next 5 years     |                           |
| <b>RECREATION</b>  |                         |                                |                           |
| Tennis Courts at the Golf Course                           |                         |                                | 550,000                   |
| New Water Park   |                         |                                | 3,500,000                 |
| Stafford Field Lighting Project                            |                         | 185,000 Within next 5 years    |                           |
| Prince Field Lighting Project                              |                         | 130,000 Within next 5 years    |                           |
| New truck  |                         | 20,000 Within next 5 years     |                           |
| Perimeter Fence at Prince Field                            |                         | 30,000 Within next 5 years     |                           |
| Replace Playground Surface at Prince/Pdove                 |                         | 10,000 Within next 5 years     |                           |
| Replace Bleacher at Prince with Shade Structure            |                         |                                | -                         |
| Replace Mounds at Prince Field                             |                         |                                | 3,400                     |
| Replace Vita Course at Stafford Park                       |                         |                                | 100,000                   |
| Repave Vita Course Track                                   |                         | 40,000 Within next 5 years     |                           |
| Laser Grade and Clay to Ballfields                         |                         | 30,000 Within next 5 years     |                           |
| New Park Benches, Trash Receptacles and Picnic             |                         |                                | 20,000                    |
| Community Center paint                                     |                         | 50,000 Within next 5 years     |                           |
| Re-sod Prince and Stafford Fields                          |                         |                                | 300,000                   |
| Re-Paint Concession Stands at Stafford and PD              |                         |                                | 30,000                    |
| Replace Playground at Prince Field                         |                         | 175,000 Within next 5 years    |                           |
| Resurface and Repaint Gym Floor w/ City Logo               |                         |                                | 20,000                    |
| Resurface Gym Floor  |                         |                                | 25,000                    |
| Replace Playground at Peavy Dove                           |                         | 50,000 Within next 5 years     |                           |
| Tables/Trash Receptacles at Dog Park and Tennis            |                         |                                | 35,000                    |
| 10 Neighborhood Pocket Parks                               |                         |                                | 125,000                   |
| Dog Park Canopy  |                         |                                | 20,000                    |
| Seniors Exercise Zone                                      |                         |                                | 40,000                    |
| Drainage Issue at Stafford Park                            |                         | 100,000 Within next 5 years    |                           |
| Fitness Room Equipment                                     |                         |                                | 25,000                    |
| New dugouts at Peavy Dove                                  |                         |                                | 25,000                    |
| Ballfield Scoreboard                                       |                         |                                | 25,000                    |
| Replace Irrigation on Ballfields                           |                         | 30,000 Within next 5 years     |                           |
| <b>PUBLIC WORKS</b>  |                         |                                |                           |
| Replace 10 Interior Lamps On Main Circle                   | 15,000                  | -                              |                           |
| Re-piping of galvanized water lines at City Hall           | 70,000                  | -                              |                           |
| Re-building the gazebo on the Circle possibly in concrete  |                         | 15,000 WAIT 1-5 YEARS          |                           |
| Curbing around the Circle                                  |                         | 35,000 WAIT 1-3 YEARS          |                           |
| Re-roofing main building at Public Works                   |                         | 40,000 WAIT 4 YEARS            |                           |
| Re-roof City Hall  |                         | 40,000 WAIT 4 YEARS            |                           |
| Replace three A/C units at the Country Club                |                         | 25,000 WITHIN 24 MONTHS        |                           |
| Decorative street lights-Westward-Esplanade                |                         |                                | 225,000                   |
| Decorative street lights-Circle-Hook Square area           |                         |                                | 190,000                   |
| Electrical for Circle (underground wiring)                 |                         |                                | 55,000                    |
| Curtiss Parkway Circle Parking Lot                         |                         |                                | 500,000                   |
| <b>ELDERLY SERVICES</b>                                    |                         |                                |                           |
| Building replacement/Addition                              |                         |                                | 500,000                   |
| New Bus  |                         | 40,000 Within next 5 years     |                           |
| <b>TOTAL</b>   | <b>98,500</b>           | <b>1,716,000</b>               | <b>9,613,400</b>          |

ATTACHMENT E

CITY OF MIAMI SPRINGS  
 PROPOSED GENERAL FUND BALANCE DESIGNATIONS  
 PROJECTED FISCAL YEAR 2012-2013

| <u>DESIGNATION</u>                           | Actual               | FY2012-13 |  | Projected            |
|--|----------------------|-----------|--|----------------------|
|  | Balance<br>9/30/2012 | Additions | Reductions   | Balance<br>9/30/2013 |
| Country Club Roof                            | 60,120               | -         | 60,120   | -                    |
| Storage Tank-DERM project at the golf course | 25,760               | -         | 25,760   | -                    |
| Westward Median                              | 3,000                | -         | 3,000  | -                    |
| Contingency-Hurricane Costs                  | 500,000              | -         | -  | 500,000              |
| Pool improvements                            | 258,542              | -         | 172,226  | 86,316               |
| Total proposed designations                  | \$ 847,422           | \$ -      | \$ -   | \$ 586,316           |
| Encumbrances appropriated FY2013             | \$ 86,325            | \$ -      | -  | \$ 86,325            |
| Total Available Fund Balance                 | 4,394,465            | -         | 261,106  | 4,133,359            |
| Unrestricted, Undesignated fund Balance      | <u>3,460,718</u>     |           |  | <u>3,460,718</u>     |
|  |                      |           | 25% of FY12-13 Budgeted expenditures.....              | \$ 3,460,718         |
|  |                      |           | <b>Excess(deficit) funds available for designation</b> | <u>\$ (0)</u>        |

-  
 Approved by Council at the November 19, 2012 meeting.

## Attachment F

CITY OF MIAMI SPRINGS  
HISTORY OF RESERVES  
PAST TEN FISCAL YEARS

|  | FY2003       | FY2004     | FY2005       | FY2006       | FY2007       | FY2008       | FY2009       | FY2010       | FY2011       | FY2012       |
|--|--------------|------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
| Beginning Balance                              | \$ (300,176) | \$ 853,643 | \$ 2,889,407 | \$ 3,015,292 | \$ 4,218,574 | \$ 5,611,002 | \$ 6,664,392 | \$ 8,421,317 | \$ 6,299,906 | \$ 4,903,778 |
| <b>Additions(subtractions):</b>                |              |            |              |              |              |              |              |              |              |              |
| Water and Sewer Surplus                        |              |            |              |              |              |              | 760,000      |              |              |              |
| Additional FEMA Reimbursement                  |              |            |              |              |              |              | 593,037      |              |              |              |
| Increase in Fund Balance                       | 1,153,819    | 2,035,764  | 125,885      | 1,203,282    | 1,392,428    | 1,053,390    | 403,888      |              |              | -            |
| <b>Uses:</b>                                   |              |            |              |              |              |              |              |              |              |              |
| Curtis Mansion                                 |              |            |              |              |              |              |              |              | (475,000)    |              |
| Appropriated to balance budget                 |              |            |              |              |              |              |              |              | (496,000)    | (287,405)    |
| Golf Course Irrigation                         |              |            |              |              |              |              |              | (1,100,000)  |              |              |
| Use Water and Sewer surplus to lower millage   |              |            |              |              |              |              |              | (760,000)    |              |              |
| Misc Uses                                      |              |            |              |              |              |              |              | (106,210)    | (59,232)     | (15,958)     |
| Calvin Giordano                                |              |            |              |              |              |              |              | (155,201)    |              | (3,500)      |
| Recreation Improvements/other costs            |              |            |              |              |              |              |              |              | (231,785)    | (70,802)     |
| City Hall Elevator                             |              |            |              |              |              |              |              |              | (52,276)     |              |
| Building and Code Staff Additions              |              |            |              |              |              |              |              |              | (46,530)     |              |
| City Hall Fire Alarm System                    |              |            |              |              |              |              |              |              | (35,305)     |              |
| August 2012 Election                           |              |            |              |              |              |              |              |              |              | (25,000)     |
| Legal Trademark Work                           |              |            |              |              |              |              |              |              |              | (10,000)     |
| Legal-Adult regulation                         |              |            |              |              |              |              |              |              |              | (15,000)     |
| PBA Attorney                                   |              |            |              |              |              |              |              |              |              | (20,000)     |
| Pension attorney                               |              |            |              |              |              |              |              |              |              | (40,000)     |
| Monthly Newsletters                            |              |            |              |              |              |              |              |              |              | (21,648)     |
| Total additions and uses                       | 1,153,819    | 2,035,764  | 125,885      | 1,203,282    | 1,392,428    | 1,053,390    | 1,756,925    | (2,121,411)  | (1,396,128)  | (509,313)    |
| Reserved Fund Balance(25% policy)              | n/a          | 2,583,581  | 2,970,119    | 3,227,943    | 3,128,596    | 3,106,162    | 3,539,463    | 3,447,673    | 3,500,000    | 3,500,000    |
| Ending Designated (Discretionary) Fund Balance | \$ 853,643   | \$ 305,826 | \$ 45,173    | \$ 990,631   | \$ 2,482,406 | \$ 3,558,230 | \$ 4,881,854 | \$ 2,852,233 | \$ 1,403,778 | \$ 894,465   |

RESOLUTION NO. 2013-3584

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MIAMI SPRINGS SETTING THE TENTATIVE OPERATING MILLAGE LEVY FOR FISCAL YEAR 2013-2014; SETTING TIME, DATE AND PLACE FOR PUBLIC HEARINGS ON THE PROPOSED 2013-2014 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, 2013 through September 30, 2014.

Section 2: That the City of Miami Springs City Council will conduct its first public hearing on the proposed 2013-2014 budget and tentative millage rate on Monday, September 9, 2013, at 7:00 p.m., and the second and final public hearing on Monday, September 23, 2013, 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 25<sup>th</sup> day of July, 2013.

The motion to adopt the foregoing resolution was offered by \_\_\_\_\_, seconded by \_\_\_\_\_, and on roll call the following vote ensued:

|                       |           |
|-----------------------|-----------|
| Vice Mayor Windrem    | “ _____ ” |
| Councilman Bain       | “ _____ ” |
| Councilman Lob        | “ _____ ” |
| Councilman Petralanda | “ _____ ” |
| Mayor Garcia          | “ _____ ” |

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

ATTEST:

\_\_\_\_\_  
Magalí Valls, CMC  
City Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY



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