

# CITY OF MIAMI SPRINGS, FLORIDA

Mayor Zavier 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
Monday, September 16, 2013 – 6:00 p.m.
Council Chambers – City Hall
201 Westward Drive – Miami Springs

- 1. Call to Order/Roll Call
- 2. Invocation: Councilman Bain Salute to the Flag
- 3. Fiscal Year 2013-2014 Budget Review and Update
  - A) Fiscal Year 2013-2014 Maximum Millage Levy Calculation
  - B) CMI Fiscal Year 2013-2014 Budget Questions Responses
  - C) Miami Springs Fiscal Year 2013-2014 Budget Discussion
- 4. Adjourn

City Council Meeting of:



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

Phone: (305) 805-5014 Fax: (305) 805-5018 9-16-2013

To: Ron Gorland, City Manager

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

Date: September 12, 2013

RE: FY2013-14 Maximum Millage Levy Calculation

As part of the final budget process, we are required after the first budget meeting to calculate the maximum millage levy calculation for the Florida Department of revenue-TRIM Division (See attachment A pages 1-3).

This is required under Florida State Statute 200.065 (attachment B pages 1-2).

As you can see on attachment A page 1 line 16, the current proposed millage of 7.6995 will require a 2/3 vote of Council or at least a 4-1 vote in order to pass this rate. As you can see on lines 13 and 14, the rate on line 13 of 7.2601 is the rate that requires a simple majority vote of 3-2, anything above that rate up to 7.8950 (the cap we set in July) will require a 2/3 vote or 4-1. In order to set a millage rate of 7.2601, we would need to reduce the budget by approx. \$380,000.

Attachment B pages 1 thru 2 show the calculation the state uses to arrive at these maximum millage levy requirements. These changes came into effect in 2007 in an effort by the Legislature to provide limits and guidelines on municipalities and how they set millage rates (attachment C). A millage rate above the line 14 millage of 7.9861 would require a unanimous vote of the Council.

Because our final public hearing on the FY2013-14 budget is September 23, 2013, we must adopt a budget during that meeting. We can stay as late as necessary or adjourn the meeting and continue it the following night or nights until a budget is adopted.

Please let me know if there are any questions or concerns regarding this memo.

# A Horlant A

DEPARTMENT OF REVENUE

**MAXIMUM MILLAGE LEVY CALCULATION** 

FINAL DISCLOSURE

For municipal governments, counties, and special districts

Reset Form

Print Form

DR-420MM R. 5/12 Rule 12D-16.002 Florida Administrative Code Effective 11/12

Ye	ar: 2013	County:	MIAMI-DAD	E			
	Principal Authority: Taxing Authority: CITY OF MIAMI SPRINGS CITY OF MIAMI SPRINGS						
1.	ls your taxing authority a municipality or independent special distr valorem taxes for less than 5 years?	ict that has levied	d ad Y	es No	(1)		
	IF YES, STOP HERE. SIGN AND SUBMIT. You are not subject to a millage limitation.						
2.	Current year rolled-back rate from Current Year Form DR-420, Line	16	6.56	533 per \$1,000	(2)		
3.	Prior year maximum millage rate with a majority vote from 2012, Form DR	420MM, Line 13	7.60	090 per \$1,000	(3)		
4.	Prior year operating millage rate from Current Year Form DR-420, Line 10		6.99	950 per \$1,000	(4)		
	If Line 4 is equal to or greater than Line 3, ski	p to Line 11.	If less, con	ntinue to Line 5.			
	Adjust rolled-back rate based on prior year	majority-vote	maximum mill	lage rate	100		
5.	Prior year final gross taxable value from Current Year Form DR-420,	Line 7	\$	850,332,982	(5)		
6.	Prior year maximum ad valorem proceeds with majority vote (Line 3 multiplied by Line 5 divided by 1,000)		\$	6,470,184	(6)		
7.	Amount, if any, paid or applied in prior year as a consequence of ar measured by a dedicated increment value from Current Year Form		\$	0	(7)		
8.	Adjusted prior year ad valorem proceeds with majority vote (Line 6	minus Line 7)	\$	6,470,184	(8)		
9.	Adjusted current year taxable value from Current Year form DR-42	0 Line 15	\$	906,260,900	(9)		
10.	Adjusted current year rolled-back rate (Line 8 divided by Line 9, mult	iplied by 1,000)	7.13	94 per \$1,000	(10)		
-	Calculate maximum millage levy						
11.	Rolled-back rate to be used for maximum millage levy calculation (Enter Line 10 if adjusted or else enter Line 2)		7.13	94 per \$1,000	(11)		
12.	Adjustment for change in per capita Florida personal income (See L	ine 12 Instruction	ns)	1.0169	(12)		
13.	Majority vote maximum millage rate allowed (Line 11 multiplied by	Line 12)	7.26	01 per \$1,000	(13)		
14.	Two-thirds vote maximum millage rate allowed (Multiply Line 13 by	1.10)	7.98	861 per \$1,000	(14)		
15.	Current year adopted millage rate		7.69	995 per \$1,000	(15)		
16.	Minimum vote required to levy adopted millage: (Check one)		-		(16)		
	a. Majority vote of the governing body: Check here if Line 15 is less than or equal to Line 13. The maximum millage rate is equal to the majority vote maximum rate. Enter Line 13 on Line 17.						
<b>√</b>	b. Two-thirds yote of governing body: Check here if Line 15 is less than or equal to Line 14 but greater than Line 13. The						
	c. Unanimous vote of the governing body, or 3/4 vote if nine members or more: Check here if Line 15 is greater than Line 14.  The maximum millage rate is equal to the adopted rate. Enter Line 15 on Line 17.						
	d. Referendum: The maximum millage rate is equal to the adopted rate. Enter Line 15 on Line 17.						
17.	The selection on Line 16 allows a maximum millage rate of (Enter rate indicated by choice on Line 16)		7.69	95 per \$1,000	(17)		
18.	Current year gross taxable value from Current Year Form DR-420, Li	ne 4	\$	910,262,509	(18)		



AHAMMENTA

Tax	king Authority:					DR-420MM R. 5/12 Page 2
19.	Current year adopted taxes (Line 15 multiplied	Current year adopted taxes (Line 15 multiplied by Line 18, divided by 1,000)		\$	7,008,5	66 (19)
20.	Total taxes levied at the maximum millage rate (Line 17 multiplied by Line 18, divided by 1,000)		\$	7,008,566 (2		
	DEPENDENT SPECIAL DISTRICTS	AND MSTUS	OP STOR	HER	E. SIGN AND SUI	BMIT.
21.	Enter the current year adopted taxes of all de a millage. (The sum of all Lines 19 from each di			\$		0 (21)
22.	Total current year adopted taxes (Line 19 plus	Line 21)		\$	7,008,5	66 (22)
	Total Maximum Taxes					
23.	Enter the taxes at the maximum millage of all dependent special districts & MSTUs levying a millage (The sum of all Lines 20 from each district's Form DR-420MM)			\$		0 (23)
24.	Total taxes at maximum millage rate (Line 20 p	plus Line 23)		\$	7,008,5	66 (24)
	Total Maximum Versus Total Taxes L	Levied				
25.	Are total current year adopted taxes on Line 2 maximum millage rate on Line 24? (Check one	Are total current year adopted taxes on Line 22 equal to or less than total taxes at the maximum millage rate on Line 24? (Check one)		✓ YES	□ NO	(25)
	Taxing Authority Certification	I certify the millages and rates are correct to the comply with the provisions of s. 200.065 and the 200.081, F.S.				
9			Date :			
N F	Title: RON GORLAND, CITY MANAGER	Contact Name and C WILLIAM ALONSO, C MANAGER/FINANCE		CPA, CGFO, ASSISTANT CITY		
E F	Mailing Address: 201 WESTWARD DRIVE Physical Address: 201 WESTWARD DR		VE			
5,55	City, State, Zip: MIAMI SPRINGS, FL 33166		Phone Number : 305/805-5014		Fax Number : 305/805-5037	

Complete and submit this form to the Department of Revenue with the completed DR-487, Certification of Compliance, within 30 days of the final hearing.

AHARMET A

# MAXIMUM MILLAGE LEVY CALCULATION FINAL DISCLOSURE INSTRUCTIONS

DR-420MM R. 5/12 Page 3

#### **General Instructions**

Each of the following taxing authorities must complete a DR-420MM.

- County
- Municipality
- Special district dependent to a county or municipality
- County MSTU
- Independent special district, including water management districts
- Water management district basin

Voting requirements for millages adopted by a two-thirds or a unanimous vote are based on the full membership of the governing body, not on the number of members present at the time of the vote.

This form calculates the maximum tax levy for 2013 allowed under s. 200.065(5), F.S. Counties and municipalities, including dependent special districts and MSTUs, which adopt a tax levy at the final hearing higher than allowed under s. 200.065, F.S., may be subject to the loss of their half-cent sales tax distribution.

DR-420MM shows the maximum millages and taxes levied based on your adoption vote. Each taxing authority must complete, sign, and submit this form to the Department of Revenue with their completed DR-487, *Certification of Compliance*, within 30 days of their final hearing.

Taxing authorities must also submit DR-487V, Vote Record for Final Adoption of Millage Levy. This form certifies to the Department of Revenue the vote on the resolution or ordinance stating the millage rate adopted at the final hearing.

Specific tax year references in this form are updated each year by the Department.

## **Line Instructions**

#### **Lines 5-10**

Only taxing authorities that levied a 2012 millage rate less than their maximum majority vote rate must complete these lines. The adjusted rolled-back rate on Line 10 is the rate that would have been levied if the maximum vote rate for 2012 had been adopted. If these lines are completed, enter the adjusted rate on Line 11.

#### Line 12

This line is entered by the Department of Revenue. The same adjustment factor is used statewide by all taxing authorities. It is based on the change in per capita Florida personal income (s. 200.001(8)(i), F.S.), which Florida Law requires the Office of Economic and Demographic Research to report each year.

#### Lines 13 and 14

Millage rates are the maximum that could be levied with a majority or two-thirds vote of the full membership of the governing body. With a unanimous vote of the full membership (three-fourths vote of the full membership if the governing body has nine or more members) or a referendum, the maximum millage rate that can be levied is the taxing authority's statutory or constitutional cap.

### Line 16

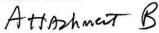
Check the box for the minimum vote necessary at the final hearing to levy your adopted millage rate.

# Line 17

Enter the millage rate indicated by the box checked in Line 16. If the adopted millage rate is equal to or less than the majority vote maximum millage rate, enter the majority vote maximum. If a two-thirds vote, a unanimous vote, or a referendum is required, enter the adopted millage rate. For a millage requiring more than a majority vote, the adopted millage rate must be entered on Line 17, rather than the maximum rate, so that the comparisons on Lines 21 through 25 are accurate.

All TRIM forms for taxing authorities are available on our website at <a href="http://dor.myflorida.com/dor/property/trim/trimmax.html">http://dor.myflorida.com/dor/property/trim/trimmax.html</a>





- (k) Any taxing authority which will levy an ad valorem tax for an upcoming budget year but does not levy an ad valorem tax currently shall, in the advertisement specified in paragraph (a), paragraph (c), paragraph (d), or paragraph (g), replace the phrase "increase its property tax levy by <u>(percentage of increase over rolled-back rate)</u> percent" with the phrase "impose a new property tax levy of \$ (amount) per \$1,000 value."
- (l) Any advertisement required pursuant to this section shall be accompanied by an adjacent notice meeting the budget summary requirements of s. 129.03(3)(b). Except for those taxing authorities proposing to levy ad valorem taxes for the first time, the following statement shall appear in the budget summary in boldfaced type immediately following the heading, if the applicable percentage is greater than zero:

THE PROPOSED OPERATING BUDGET EXPENDITURES OF <u>(name of taxing authority)</u> ARE <u>(percent rounded to one decimal place)</u> MORE THAN LAST YEAR'S TOTAL OPERATING EXPENDITURES.

For purposes of this paragraph, "proposed operating budget expenditures" or "operating expenditures" means all moneys of the local government, including dependent special districts, that:

- 1. Were or could be expended during the applicable fiscal year, or
- 2. Were or could be retained as a balance for future spending in the fiscal year.

Provided, however, those moneys held in or used in trust, agency, or internal service funds, and expenditures of bond proceeds for capital outlay or for advanced refunded debt principal, shall be excluded.

- (4) The resolution or ordinance approved in the manner provided for in this section shall be forwarded to the property appraiser and the tax collector within 3 days after the adoption of such resolution or ordinance. No millage other than that approved by referendum may be levied until the resolution or ordinance to levy required in subsection (2) is approved by the governing board of the taxing authority and submitted to the property appraiser and the tax collector. The receipt of the resolution or ordinance by the property appraiser shall be considered official notice of the millage rate approved by the taxing authority, and that millage rate shall be the rate applied by the property appraiser in extending the rolls pursuant to s. 193.122, subject to the provisions of subsection (6). These submissions shall be made within 101 days of certification of value pursuant to subsection (1).
  - (5) In each fiscal year:
- (a) The maximum millage rate that a county, municipality, special district dependent to a county or municipality, municipal service taxing unit, or independent special district may levy is a rolled-back rate based on the amount of taxes which would have been levied in the prior year if the maximum millage rate had been applied, adjusted for change in per capita Florida personal income, unless a higher rate was adopted, in which case the maximum is the adopted rate. The maximum millage rate applicable to a county authorized to levy a county public hospital surtax under s. 212.055 and which did so in fiscal year 2007 shall exclude the revenues required to be contributed to the county public general hospital in the current fiscal year for the purposes of making the maximum millage rate calculation, but shall be added back to the maximum millage rate allowed after the roll back has been applied, the total of which shall be considered the maximum millage rate for such a county for purposes of this subsection. The revenue required to be contributed to the county public general hospital for the upcoming fiscal year shall be calculated as 11.873 percent times the millage rate levied for countywide purposes in fiscal year 2007 times 95 percent of the preliminary tax roll for the upcoming fiscal year. A higher rate may be adopted only under the following conditions:
- A rate of not more than 110 percent of the rolled-back rate based on the previous year's maximum millage
  rate, adjusted for change in per capita Florida personal income, may be adopted if approved by a two-thirds vote
  of the membership of the governing body of the county, municipality, or independent district; or
- 2. A rate in excess of 110 percent may be adopted if approved by a unanimous vote of the membership of the governing body of the county, municipality, or independent district or by a three-fourths vote of the membership

# Attachnet B

of the governing body if the governing body has nine or more members, or if the rate is approved by a referendum.

(b) The millage rate of a county or municipality, municipal service taxing unit of that county, and any special district dependent to that county or municipality may exceed the maximum millage rate calculated pursuant to this subsection if the total county ad valorem taxes levied or total municipal ad valorem taxes levied do not exceed the maximum total county ad valorem taxes levied or maximum total municipal ad valorem taxes levied respectively. Voted millage and taxes levied by a municipality or independent special district that has levied ad valorem taxes for less than 5 years are not subject to this limitation. The millage rate of a county authorized to levy a county public hospital surtax under s. 212.055 may exceed the maximum millage rate calculated pursuant to this subsection to the extent necessary to account for the revenues required to be contributed to the county public hospital. Total taxes levied may exceed the maximum calculated pursuant to subsection (6) as a result of an increase in taxable value above that certified in subsection (1) if such increase is less than the percentage amounts contained in subsection (6) or if the administrative adjustment cannot be made because the value adjustment board is still in session at the time the tax roll is extended; otherwise, millage rates subject to this subsection, s. 200.185, or s. 200.186 may be reduced so that total taxes levied do not exceed the maximum.

Any unit of government operating under a home rule charter adopted pursuant to ss. 10, 11, and 24, Art. VIII of the State Constitution of 1885, as preserved by s. 6(e), Art. VIII of the State Constitution of 1968, which is granted the authority in the State Constitution to exercise all the powers conferred now or hereafter by general law upon municipalities and which exercises such powers in the unincorporated area shall be recognized as a municipality under this subsection. For a downtown development authority established before the effective date of the 1968 State Constitution which has a millage that must be approved by a municipality, the governing body of that municipality shall be considered the governing body of the downtown development authority for purposes of this subsection.

- (6) Prior to extension of the rolls pursuant to s. 193.122, the property appraiser shall notify each taxing authority of the aggregate change in the assessment roll, if any, from that certified pursuant to subsection (1), including, but not limited to, those changes which result from actions by the value adjustment board or from corrections of errors in the assessment roll. Municipalities, counties, school boards, and water management districts may adjust administratively their adopted millage rate without a public hearing if the taxable value within the jurisdiction of the taxing authority as certified pursuant to subsection (1) is at variance by more than 1 percent with the taxable value shown on the roll to be extended. Any other taxing authority may adjust administratively its adopted millage rate without a public hearing if the taxable value within the jurisdiction of the taxing authority as certified pursuant to subsection (1) is at variance by more than 3 percent with the taxable value shown on the roll to be extended. The adjustment shall be such that the taxes computed by applying the adopted rate against the certified taxable value are equal to the taxes computed by applying the adjusted adopted rate to the taxable value on the roll to be extended. However, no adjustment shall be made to levies required by law to be a specific millage amount. Not later than 3 days after receipt of notification pursuant to this subsection, each affected taxing authority shall certify to the property appraiser its adjusted adopted rate. Failure to so certify shall constitute waiver of the adjustment privilege.
- (7) Nothing contained in this section shall serve to extend or authorize any millage in excess of the maximum millage permitted by law or prevent the reduction of millage.
- (8) The property appraiser shall deliver to the presiding officer of each taxing authority within the county, on June 1, an estimate of the total assessed value of nonexempt property for the current year for budget planning purposes.
- (9) Multicounty taxing authorities are subject to the provisions of this section. The term "taxable value" means the taxable value of all property subject to taxation by the authority. If a multicounty taxing authority has



Attachet C

DR-428B R. 05/11 Rule 12D-16.002 Florida Administrative Code Effective 11/12

# MAXIMUM MILLAGE CALCULATION General Information for Fiscal Year 2009-10 and Thereafter

In addition to the TRIM requirements, local governments must also conform to the maximum millage limitation requirements first imposed by the Legislature in 2007. The requirements for 2009 and thereafter are found in s. 200.065(5), Florida Statutes.

### PROVISIONS FOR THE 2009-10 AND THEREAFTER

Maximum millage requirements for operating millages for all local governments except school districts:

# By Majority Vote

Taxing authorities may levy a maximum millage equal to a rolled-back rate calculated using the prior year taxes that would have been levied if the maximum majority vote millage rate had been adopted. HOWEVER, if a higher rate was adopted, the rolled-back rate would be based on the adopted rate. This millage rate is then adjusted for the change in per capita Florida personal income to calculate the current year's maximum majority vote millage.

The above adjustments to the rolled-back rate are only for determining the maximum millage. They do not affect the rolled-back rate used for TRIM purposes.



# By Two-Thirds Vote

Taxing authorities may levy a millage not more than 110% of the majority vote maximum millage rate.

# By a Unanimous Vote or a Referendum

Taxing authorities may levy any millage not more than their constitutional or statutory maximum millage.

For taxing authorities with dependent special districts or MSTUs, the millage caps above are determined based on the taxes levied by the principal authority and all its dependent special districts and MSTUs. The total taxes levied at the tax rate adopted by each component district cannot exceed the total taxes that could be levied at the maximum millage rate if each component taxing authority levied its maximum millage as determined by the vote it took. This provision has the effect of allowing some members of a group to levy above their maximum as long as other members levy sufficiently below their maximums so that the total taxes levied by all members don't exceed the aggregate maximum.

# City Council Meeting of:

ity Councii ...
9-16,2013

To:

Miami Springs City Clerk

Date:

September 13, 2013

From:

Richard L. Wheeler

Subject: City Council questions regarding CMI budget request

This summary is to answer specific questions posed by the City Council at the September 9 Council meeting. Attached to this summary is the CMI Annual Report provided to Council as part of the initial budget request, a follow up memo to the City Manager dated August 16th to answer City Council questions posed at the August 12th Council Meeting and an August 21st email to the City Manager providing further detail on the budget request following the August 19th Budget Workshop.

# A general overview of CMI finances

CMI had the following income and expense for fiscal year July1, 2012 to June 30, 2013:

Total Income

\$186,900 (Includes \$108,000 from Tax Credit proceeds)

Total Expense

\$158,000

Net

\$28,900

# Projected 2013-2014 Budget

Total Income

\$ 80,000 (Does not include \$35,000 City/County requests)

Total Expense

\$168,000

Net

(\$ 88,000) (Will be partially offset by 2012-13 carry over)

# \$35,000 budget request detail per Mr. Bain's questions:

- \$5,500 for repair of cypress log features that have deteriorated on the exterior of the building.
- \$4,500 for marketing brochure/enhanced advertising Mansion venue for events
- \$25,000 for operational expenses

0	Utilities – FPL average of \$1,600 per month for 6 months	\$9,600
0	Insurance - \$8,200 per year	\$8,200

o Insurance - \$8,200 per year o Grounds/Bldg Maintenance - \$1,200 per month for 6 months \$7,200

# Break down of event rental income per Mr. Petrolanda's question:

Wedding/Bridal Events	\$24,500
Birthdays	\$14,500
Corporate Events	\$11,700
Miscellaneous	<u>\$ 2,500</u>
Total revenue from rentals	\$53,200

# Update on FDOT grant and parking lot status

Plans have been completed and approved through Miami-Dade County and the City of Miami Springs for the full scope of the site improvements of the Mansion Grounds (\$1.3 million). Tax Credit proceeds of \$240,000 are retained by the City for the core element of a parking lot. An FDOT grant of \$145,000 primarily for landscape scope has been approved for this fiscal year, LAP agreement pending. Further funding from FDOT has been requested through the efforts of Mayor Garcia. When further funding (if any) is approved and the LAP agreement completed, CMI will move forward with going out to bid for as much of the above scope as funding allows.

Review of construction proposals, contractor selection and City Council approval is expected to take 60 days followed by a 120 day construction schedule (depending on scope assigned).

# Curtiss Mansion, Inc. Annual Report 2012-2013

Curtiss Mansion, Inc. (CMI) began a transition in 2012 from fourteen years of difficult fund raising, hard volunteer work and complicated construction tasks into a small start up organization charged with conducting multiple programs as a self sufficient entity. This change resulted from the completion of building construction (Temporary Certificate of Occupancy) and final building construction funding through the use of a Historic Tax Credit Agreement.

Funds provided by that Agreement allowed the City of Miami Springs a total recovery of its previous Mansion related loans and expenses and CMI with funding for a number of construction elements and working capital for its first year of operations. It is important to note that this step maintained the "zero investment" format for the City which first received the Mansion property via a hotel chain land donation and subsequently the complete restoration of the building through various grants and volunteer efforts.

The additional tasks planned with use of CMI working capital have been completed (floor sealing, gutters, refrigerator, door closers, etc). All expenses for the Mansion operation – insurance, utilities, facility and grounds maintenance, marketing and management have also been paid in full through the first year of operation July 1, 2012 through June 30, 2013.

Revenue from operations – primarily rental of the Mansion for weddings, meetings and birthday events allowed for the above expenses with help from individual donations and continued fund raising. CMI closed its first year with a positive but diminishing bank balance. A financial summary is provided at the end of this report in advance of the audit now being arranged.

CMI targeted not only revenue generating events in 2012-13 but also the social, cultural, historical and governmental obligations of its agreement with the City of Miami Springs. The variety included a lecture series (ongoing), jazz and chorale performances through our relationship with Florida Memorial University and a youth educational element as required in our agreement with Experience Aviation. Furnishings and displays for the Mansion itself have been the result of generous residents and aviation groups with minimal expense to CMI.

The year has not been without its issues as any start up would encounter. Event bookings have been sporadic — some due to the delayed completion of the building, fence and interior and others now due to the delay in completing the parking lot and landscaping. The decision to delay was to coordinate the use of FDOT grant funds (originally committed in a later fiscal cycle but advanced at the City's and CMI's request) with the final Historic Tax Credit funds. CMI can now complete more elements of the site work concurrently with the parking lot construction. Unfortunately, concern over construction

overlapping with special events sent potential clients to other venues. In spite of these limiting factors, CMI generated over \$78,000 from rentals, fundraising and donations during its first year – an excellent start and a forecast of better things to come.

Coordinating construction warranty items with the contractor and sorting out the numerous licenses and annual testing that an ongoing business encounters kept our Executive Director and volunteer staff busy.

At the close of business for 2012 CMI fund balances have been reduced substantially creating a concern with the approach of 3-4 months of parking lot and site construction (September – December) that is restricting event bookings severely. It is unclear at this time how CMI will bridge the gap until full event rentals can fully fund all expenses. The Board has authorized the Director to make requests of three sources:

- City of Miami Springs the request is that the City provide for funding of the CMI operational expenses in the minimum amount of \$25,000 in the coming fiscal year and contribute from the current fiscal year budget \$10,000.
- Miami Dade County The Director will be seeking the same levels of funding from cultural budgets of the County.
- Board donations and donation requests. CMI Board members are being asked to
  contribute financially in addition to their donations of time and professional
  service. They have also been tasked with approaching friends, family and
  business associates for direct donations or sponsorships of various CMI activities.

This financial concern has not stopped the planning for multiple activities in the coming year – musical activities with Florida Memorial University, Humanitarian Round Tables with a variety of non profit organizations, a potential jazz festival and of course continued efforts for event rentals – with an expanded marketing approach to business groups, airline associations and hotels.

The CMI Executive Director, President and the Board are available as needed to provide further information as needed.

# Financial Summary for July 1, 2012 to June 30, 2013

Income from Operations \$ 78,400 (Event rentals, donations, fundraising)
Historic Tax Credit funding \$108,500 (Initial working capital funding)

Improvements to Property \$ 35,000 (One time expenses)

Property Maintenance/Operations \$ 51,000 (Grounds, utilities, repairs, insurance)

Management \$ 50,000 Marketing \$ 22,000

# Curtiss Mansion, Inc. 500 Deer Run Miami Springs, FL 33166

To:

City of Miami Springs, Ron Gorland

Date:

August 16, 2013

From:

Richard L. Wheeler

Subject: Details requested by Council

# As requested by Councilman Petrolanda:

Revenue from venue rentals (weddings, birthdays, etc)	\$53,200
Other rentals (yoga, etc)	\$ 7,800
Donations (Bricks, personal, lectures)	<u>\$17,400</u>

Total Operational Revenue for CMI fiscal year 12-13

\$78,400

# As requested by Councilman Bain

# Details for current budget request:

Repair/replacement of beams at rear of courtyard Advertising/Marketing for Mansion rentals	\$ 5,500* \$ 4,500
Total	\$10,000

\*CMI agreed that if negotiations with contractor for warranty of this item result in recovery of this amount it will be reimbursed to the City of Miami Springs.

As was indicated during the meeting, the independent financial audit required by the City of Miami Springs - CMI agreement is being arranged at this time for submission by the end of September.

## **Richard Wheeler**

From: Richard Wheeler

Sent: Wednesday, August 21, 2013 9:21 AM

To: Ron Gorland

Cc: William Alonso; JoEllen Phillips

Subject: Mansion Funding

Mr. Gorland,

I must acknowledge that the analysis that I provided to council Monday night concerning the previous funding of the Mansion and funds was in error. That was my mistake and I apologize for the incorrect information. To clarify, the City provided previous funding of \$475,000 for the completion of the interior construction last year. That amount was paid to various vendors for the final tasks after grant funding paid for the early stages. The cooperation of Public Works over the years is also noteworthy.

My review of Mr. Alonso's closeout report of the Historic Tax Credit transaction and my own notes from last year's budget discussions verified that no Tax Credit funds offset the above investment by the City of Miami Springs. Additionally, the 2006 funding of \$9,900 in relation to a State grant was not recovered. I do not often misinterpret financial transactions so this occurrence has me talking to myself this morning.

Based on Council comments, it is apparent that they would like to handle any funding of the Mansion operation as part of the 2013-2014 budget workshops and not as a current item. For that reason, CMI asks that the two requests for funding listed in our Annual Report be combined and considered during your current workshops. The description for the initial \$10,000 remains the same. The detail for the \$25,000 would be assistance in meeting expense obligations for building and grounds maintenance, utilities and insurance. CMI anticipates severe shortfalls in revenue resulting in a deficit for operations over the next six months, partially due to start up and partially due to upcoming site construction.

I thank you for your assistance and again apologize for the inaccuracy of the report provided.

Thank You, Richard L. Wheeler President Florida Turnpike Services, LLC. 800-927-7718

# FOR AGENDA ITEM 3C PLEASE BRING YOUR COPY OF THE 2013-2014 TENTATIVE BUDGET

THE BUDGET IS ALSO ON THE
HOME PAGE OF THE CITY'S
WEBSITE
AT WWW.MIAMISPRINGS-FL.GOV