



City of Miami Beach, 1700 Convention Center Drive, Miami Beach, Florida 33139, [www.miamibeachfl.gov](http://www.miamibeachfl.gov)

## COMMISSION MEMORANDUM

TO: Honorable Mayor Dan Gelber and Members of the City Commission

FROM: Alina T. Hudak, City Manager

DATE: November 30, 2022

SUBJECT: **A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, ADOPTING THE FOURTH AMENDMENT TO THE GENERAL FUND, ENTERPRISE FUNDS, INTERNAL SERVICE FUNDS, AND SPECIAL REVENUE FUNDS BUDGETS FOR FISCAL YEAR 2022 AS SET FORTH IN THIS RESOLUTION AND IN THE ATTACHED EXHIBIT "A."**

### **ADMINISTRATION RECOMMENDATION**

Adopt the Resolution.

### **STRATEGIC PLAN SUPPORTED**

Organizational Innovation – Ensure strong fiscal stewardship

### **BACKGROUND**

The budgets for the General Fund, Enterprise Funds, Internal Service Funds, and Special Revenue Funds for Fiscal Year 2022 were adopted by the Mayor and City Commission on September 30, 2021, through Resolution No. 2021-31872.

The First Amendment to the General Fund, Enterprise Funds, Internal Service Funds, and Special Revenue Funds budgets for FY 2022 was adopted by the Mayor and City Commission on October 13, 2021, through Resolution No. 2021-31894.

The Second Amendment to the General Fund, Enterprise Funds, Internal Service Funds, and Special Revenue Funds budgets for FY 2022 was adopted by the Mayor and City Commission on November 22, 2021, through Resolution No. 2021-31925.

The Third Amendment to the General Fund, Enterprise Funds, Internal Service Funds, and Special Revenue Funds budgets for FY 2022 was adopted by the Mayor and City Commission on March 9, 2022, through Resolution No. 2022-32086.

### **SUMMARY**

Since the FY 2022 budget was adopted in 2021 while the COVID-19 virus was still having a significant impact on the economy, the City assumed a conservative rebound in operations and revenues collected. As presented in the previous quarterly projections during FY 2022, the revenue collections and planned use of funding have changed significantly from what was originally anticipated when the FY 2022 budget was adopted.

The net impact of recommended reappropriations and transfers fully funds the City's reserve targets for the General Fund and Resort Tax Fund and contributes an additional \$5.2 million to help fund capital project funding gaps.

### **GENERAL FUND RECONCILIATION ANALYSIS**

Should the recommendations proposed by the Administration below be approved, the projected General Fund reserve would total approximately \$95.6 million, or 25.0%, which is the equivalent to 3 months of reserves based on the City's current General Fund reserve target. The current reserve policy for the General Fund is a minimum of 2 months, with a goal of 3 months, which totals \$95.6 million based on the current adopted FY 2023 General Fund budget of \$382.6 million.

The table below shows changes in the reconciliation of reserves since the third quarter projections. Additional details and prior quarterly projections are shown in exhibit B.

It is important to note that approximately half of the additional surplus of \$30.4 million from the third to fourth quarter projections primarily resulted from delays in receipt of goods and/or services that were budgeted in FY 2022, but were not received by year-end. These are being recommended to be carried forward into the respective FY 2023 operating budgets. A significant portion of the surplus was also discussed during the budget development process.

<b>Change in Projected FY 2022 General Fund Reserve from Q3 to Year-end</b>	
<b>FY 2022 Q3 Projected General Fund</b>	<b>90.2</b>
Additional Projected Surplus (Q3 to Q4)	30.4
<b>Recommended Uses:</b>	
Additional Transfer to PayGo for Capital Project Gaps	(1.7)
Additional Transfer to PayGo based on Vacation of Right-of-Way (Seagull)	(4.0)
Recommended FY 2022 to FY 2023 Encumbered Carryforwards	(4.0)
Recommended FY 2022 to FY 2023 Unencumbered Carryforwards	(9.3)
Set Aside for FY 2023 CIP Department Shortfall	(0.6)
Additional Transfer to PayGo/Capital Reserves for Capital Project Gaps	(5.2)
<b>FY 2022 Year-End Projected General Fund Reserve</b>	<b>95.7</b>
FY 2023 General Fund Reserve Policy (3 months)**	(95.7)
<b>Above/(Below) Policy Goal</b>	<b>0.0</b>
**FY 2023 General Fund Reserve (\$382.6 million/3 months)	
	95.7

1. Transfer of an additional \$1.7 million of the FY 2022 General Fund surplus to the Capital Pay-As-You-Go (PayGo) Fund to fund anticipated Capital Project gaps, for a total of \$26.4 million
2. Transfer \$4.0 million in revenues received during FY 2022 from the Seagull Hotel street vacation to the Capital Pay-As-You-Go (PayGo) Fund to fund Capital Project gaps
3. Carryforward approximately \$4.0 million of encumbrances in the General Fund for FY 2022 goods and/or services that were procured, but not received, that are recommended to be carried forward into the respective FY 2023 operating budgets
4. Carryforward approximately \$9.3 million of appropriations into FY 2023 for projects that were originally budgeted in FY 2022 that have not been completed
5. Set-aside \$600,000 in the General Fund to address any potential shortfalls in the CIP department's chargebacks to capital projects, which may result from the updated cost allocation methodology to be applied to allocate the department's expenditures to capital projects
6. Additional \$5.2 million transfer to capital project funding, as further detailed below

### **Capital Project Gaps**

The following table shows a summary of the funding and approved appropriations for key capital funding gaps to date. Prior to year-end, the running total of available capital funding was \$11.5 million, as noted below. The year-end analysis shows that an additional \$5.2 million contribution is available for capital project gaps for a new total of \$16.7 million.

It is important to note that bids were recently received for the Bayshore Park project. The most recent estimated funding gap for the project was \$7 million. Based on bids received recently, the funding gap is in the range of \$13 to \$16 million. Approximately \$7 million of this gap may be able to be addressed by realigning stormwater funds from the Central Bayshore capital project. A specific funding proposal to address the funding gap will be provided as part of a capital budget amendment scheduled for the December 14<sup>th</sup> City Commission meeting.

<b>Projects</b>	<b>Amount</b>
<b>Available Capital Funding</b>	<b>\$25.3 million</b>
Marine Patrol Facility	(\$3.4 million)
Collins Park Arts Force Housing	(\$2.9 million)
Fire Station #1 50% Grant Match	(\$2.5 million)
Fire Station #1 Daycare Relocation	(\$1.8 million)
Marine Patrol Transition	(\$0.5 million)
Indian Creek Landscaping	(\$0.2 million)
Maurice Gibb Park	(\$1.5 million)
Homeless Trust	(\$1.0 million)
<b>Sub-Total</b>	<b>\$11.5 million</b>
Year-End Contribution for Capital Project Gaps	\$5.2 million
<b>Total Remaining Available</b>	<b>\$16.7 million</b>

### **PROPOSED AMENDMENTS TO THE GENERAL FUND**

Preliminary FY 2022 year-end expenditures reveal that all General Fund departments are projected to have savings at year-end; however, the following amendments are being proposed for the FY 2022 General Fund budget.

#### **Amendment for Capital Transfers**

The \$5.2 million additional contribution to capital, together with \$30.4 million (\$26.4 million transfer to capital projects + \$4 million transfer of Seagull payment to capital projects) previously identified and approved by the City Commission as year-end available funding for FY 2023 budget appropriations, results in a total of \$35.6 million to be appropriated to capital project funding in FY 2022 to help fund capital project gaps.

Per Resolution 2002-24764, when there exists an excess of General Fund revenues over expenditures, 50% of funds remaining, after funding the increase in the emergency reserve, should be deposited in the Capital Reserve Fund. The City Administration, as in recent prior years, is recommending waiving this policy for FY 2022, as capital transfers were appropriated to the PayGO Fund, instead of Capital Reserve Fund. However, with the proposed appropriation of \$35.6 million to capital funds, the intent of this resolution is more than satisfied.

For detail regarding the net \$5.2 million of additional funding available to address key capital funding gaps, please see the table below.

FY 2022 Budget					
General Fund	Adopted Budget	Amended Budget	Projected	Difference	% Over / (Under)
Revenues	\$ 354,106,000	\$ 366,276,000	\$ 391,908,000	\$ 25,632,000	7.0%
Expenditures	\$ 354,106,000	\$ 366,276,000	\$ 344,762,000	\$ (21,514,000)	-5.9%
<b>Excess of Revenues Over/(Under) Expenditures</b>			<b>\$ 47,146,000</b>	<b>12.9%</b>	
Transfer to Capital PayGo for Capital Project Gaps			9,318,000		
Transfer to Capital PayGo based on Seagull Hotel Street Vacation			4,000,000		
One-Time Enhancements Adopted for FY 2023			1,593,000		
Recommended FY 2022 to FY 2023 Encumbered Carryforwards			4,026,100		
Recommended FY 2022 to FY 2023 Unencumbered Carryforwards			9,344,900		
Set-aside for FY 2023 CIP Department Shortfall			600,000		
Contribution to General Fund Reserves			13,067,000		
<b>Excess of Revenues Over/(Under) Expenditures</b>			<b>\$ 5,197,000</b>	<b>1.4%</b>	

After accounting for the General Fund items recommended above, the remaining projected surplus of \$13.1 million is recommended to be added to the General Fund reserve to achieve the City's General Fund reserve target goal of 25%, or 3 months, of \$95.6 million based on the adopted FY 2023 2% Resort Tax budget of \$382.6 million. This reserve is legislatively mandated via Resolution No. 2019-30954.

### **Accounting Change for Reallocation of Budgeted Expenditures for Leave Payouts**

During FY 2022 an accounting change was implemented regarding how the costs for employee leave payouts for General Fund employees should be treated. This proposed amendment, which is a "clean-up" item, is to realign the budget of \$1.5 million for employee leave payouts originally adopted in the General Fund Citywide Accounts budget for FY 2022 to the departments' General Fund operating budgets for FY 2022 based on the payouts that have been processed. It is important to note that there is no impact overall to the FY 2022 General Fund budget since the amount already budgeted in FY 2022 of \$1.5 million is solely being realigned between the departments' budgets as reflected in the attached Exhibit "A."

### **RESORT TAX FUND ANALYSIS**

The net impact of recommended reappropriations and transfers fully funds the City's reserve targets for the Resort Tax Fund at 50%, or 6 months. This reserve is legislatively mandated via Resolution No. 2019-30664.

Similar to the General Fund, revenue collections and planned use of funding have changed significantly from when the FY 2022 budget was adopted. Resort Tax revenues rebounded significantly faster than the City's conservative projections, resulting in increased revenues. Expenditures, which are percentage driven from revenues, thereby increased as well.

RESORT TAX FUND							
	FY 2022 Adopted Budget	FY 2022 Amended Budget	Preliminary Actuals as of 09/30/22	% Actual of Amended Budget	FY 2022 Year End Projections	Over/(Under) Amended Budget	% Over/(Under) Amended Budget
<b>Revenues</b>							
2% Resort Tax	50,920,000	53,166,000	78,713,103	148.1%	78,713,000	25,547,000	48.1%
Miscellaneous Revenues	368,000	368,000	688,362	187.1%	708,000	340,000	92.4%
Fund Balance/Retained Earnings	5,910,000	6,766,000	0	0.0%	6,766,000	0	0.0%
1% Resort Tax (QOL)	12,184,000	12,184,000	19,297,157	158.4%	19,298,000	7,114,000	58.4%
Additional 1% Resort Tax for Convention Center	12,456,000	12,456,000	19,297,157	154.9%	19,298,000	6,842,000	54.9%
<b>Total Revenues</b>	<b>81,838,000</b>	<b>84,940,000</b>	<b>117,995,779</b>	<b>138.9%</b>	<b>124,783,000</b>	<b>39,843,000</b>	<b>46.9%</b>
<b>Expenditures</b>							
General Fund Contribution	24,866,000	24,866,000	24,866,000	100.0%	24,866,000	0	0.0%
Sanitation Fund Contribution	3,040,000	3,040,000	3,040,000	100.0%	3,040,000	0	0.0%
Contribution to GMCVB	6,889,000	6,889,000	7,486,108	108.7%	7,899,000	1,010,000	14.7%
Contribution to VCA	2,445,000	2,445,000	3,565,080	145.8%	3,772,000	1,327,000	54.3%
Contribution to Mt. Sinai	1,000,000	1,000,000	1,000,000	100.0%	1,000,000	0	0.0%
Other Operating/Other Uses	18,758,000	21,820,000	17,123,334	78.5%	18,379,000	(3,441,000)	-15.8%
Marketing	200,000	240,000	125,632	52.3%	126,000	(114,000)	-47.5%
Transfer to NB, MB, SB Capital, Transp. and Arts (QOL)	12,184,000	12,184,000	19,297,157	158.4%	19,298,000	7,114,000	58.4%
Addtl 1% Conv. Center Debt Service & Cap. Ren & Repl.	12,456,000	12,456,000	12,997,748	104.3%	19,298,000	6,842,000	54.9%
<b>Total Expenditures</b>	<b>81,838,000</b>	<b>84,940,000</b>	<b>89,501,059</b>	<b>105.4%</b>	<b>97,678,000</b>	<b>12,738,000</b>	<b>15.0%</b>
<b>Excess of Revenues Over/(Under) Expenditures</b>	<b>0</b>	<b>0</b>	<b>28,494,720</b>		<b>27,105,000</b>	<b>27,105,000</b>	

As a result, the City needs to:

1. Appropriate approximately \$2.3 million of additional 2% Resort Tax revenues collected for an increase in the contributions to the Miami Beach Visitor and Convention Authority (VCA) and Greater Miami Convention & Visitors Bureau (GMCVB) of \$1.0 million and \$1.3 million, respectively, since the contributions to both the VCA and GMCVB are based on a percentage of two percent Resort Tax collections that are projected to exceed the current amended budget for FY 2022.
2. Appropriate approximately \$7.1 million of additional 1% Resort Tax (Quality of Life) revenues collected, which are to be allocated and transferred, as adopted by Resolution No. 2018-30512 and continuing in future fiscal years unless otherwise amended by the City Commission, as follows: 60% allocated for Transportation initiatives in tourist-related areas; 10% allocated equally among North Beach, Middle Beach and South Beach for capital projects that enhance Miami Beach's tourist related areas; and 10% allocated to various arts and cultural programs.
3. Appropriate approximately \$6.8 million of additional 1% Resort Tax (Convention Center) revenues collected, which are to be allocated solely for the purposes of expanding, enlarging, renovating, and/or improving the Miami Beach Convention Center, including debt service related thereto, and any excess proceeds allocated and transferred to provide Capital Renewal and Replacement funding for the Miami Beach Convention Center.

It is important to note that the 1% Resort Tax (Quality of Life) budget is different from the 1% Resort Tax (Convention Center) budget due to the impact of COVID-19 on Resort Tax revenues and the City's cautiously optimistic rebound in revenues, which required the FY 2022 1% Resort Tax (Convention Center) budget to include a \$272,000 subsidy from the 2% Resort Tax to fund the required annual debt service for FY 2022. As noted above, since the FY 2022 1% Resort Tax revenues are projected to exceed the budget, it is anticipated that the transfer/subsidy from the 2% Resort Tax will not be necessary.

The following items were previously identified and approved by the City Commission as year-end available funding for FY 2023 budget appropriations:

1. Set-aside \$3.2 million for FY 2023 Spring Break Programming approved by the City Commission in the FY 2023 Resort Tax budget

2. Set-aside \$755,000 to fund the one-time expenditure enhancements approved by the City Commission in the FY 2023 Resort Tax budget

In addition, the Administration is recommending that the remaining Resort Tax funds be appropriated as follows:

1. Transfer an additional \$13.6 million of additional 2% Resort Tax revenues collected in FY 2022 to the General Fund for Tourism-Eligible expenditures in the General Fund, which includes \$5.9 million, identified during the FY 2023 budget process for funding the 72<sup>nd</sup> Street project. This \$13.6 million is \$2.7 million less than in prior quarterly projections, due to Resort Tax reserves funding need. This \$2.7 million difference was funded through the General Fund, as shown in the General Fund analysis above
2. Carryforward \$20,000 of encumbrances in the Resort Tax Fund for FY 2022 goods and/or services that were procured, but not received, that are recommended to be carried forward into the respective FY 2023 Resort Tax operating budgets
3. Carryforward \$719,000 of appropriations into FY 2023 for projects that were originally budgeted in FY 2022 that have not been completed

After accounting for the Resort Tax items recommended above, the remaining projected surplus of \$14.7 million is recommended to be added to the Resort Tax reserve to achieve the City's Resort Tax reserve target goal of 50%, or 6 months, of \$37.8 million based on the adopted FY 2023 2% Resort Tax budget of \$75.7 million.

### **2% Resort Tax Fund Reconciliation**

The following table shows changes in the reconciliation of reserves since the third quarter projections. Additional details and prior quarterly projections are shown in exhibit C.

<b>Change in Projected FY 2022 Resort Tax Reserve from Q3 to Year-end</b>	
<b>FY 2022 Q3 Projected Resort Tax</b>	<b>28.5</b>
Additional Projected Surplus (Q3 to Q4)	7.3
<b>Recommended Uses:</b>	
Reduction in Transfer to the General Fund for Tourism-Eligible Expenditures	2.7
Recommended FY 2022 to FY 2023 Encumbered Carryforwards	(0.02)
Recommended FY 2022 to FY 2023 Unencumbered Carryforwards	(0.7)
<b>FY 2022 Year-End Projected Resort Tax Reserve</b>	<b>37.8</b>
FY 2023 Resort Tax Reserve Policy (3 months)**	(37.9)
<b>Above/(Below) Policy Goal</b>	<b>0.0</b>
**FY 2023 Resort Tax Reserve (\$75.7 million/6 months)	37.9

**PROPOSED AMENDMENTS – RESORT TAX**

The following table summarizes the recommended amendments described above.

<b><u>Proposed Resort Tax Amendment</u></b>	<b><u>Amount</u></b>
<b><u>2% Resort Tax Fund:</u></b>	
Additional Transfer to General Fund for Tourism-Eligible Expenditures (based on increase in 2% Resort Tax collections)	13,582,000
Additional Contribution to GMCVB (based on increase in 2% Resort Tax collections) – Contractually mandated	1,010,000
Additional Contribution to Miami Beach VCA (based on increase in 2% Resort Tax collections) – Per City Code Section 102-251	1,327,000
<b>Sub-Total (2% Resort Tax)</b>	<b>\$15,919,000</b>
<b><u>1% Resort Tax (Quality of Life):</u></b>	
Additional Transfers to Quality of Life , Arts & Transportation Fund (based on increase in 1% Resort Tax collections) per Resolution No. 2018-30512	7,114,000
<b>Sub-Total (1% Resort Tax)</b>	<b>\$7,114,000</b>
<b><u>1% Resort Tax (Convention Center):</u></b>	
Additional Transfers to Convention Center Debt Service and Convention Center Renewal and Replacement (based on increase in 1% Resort Tax collections) – Voter mandated	6,842,000
<b>Sub-Total (1% Resort Tax)</b>	<b>\$6,842,000</b>
<b>Total Resort Tax</b>	<b>\$29,875,000</b>

**ENTERPRISE, INTERNAL SERVICES, AND SPECIAL REVENUE FUNDS ANALYSIS**

The City accounts for those goods and services provided by a department to external users for which a fee is charged as Enterprise Funds. The City’s Sanitation, Sewer, Storm Water, Water, Parking, Convention Center, and Building operations comprise this category of Proprietary Funds.

Similarly, the City accounts for goods and services provided by one department to other departments citywide on a cost reimbursement basis as Internal Service Funds. Central Services, Fleet Management, Information Technology, Property Management, Risk Management (Self Insurance), Inspector General, and Medical and Dental comprise this category of Proprietary Funds.

Lastly, Special Revenue Funds consist of revenues and expenditures which are legally restricted or committed for specific purposes, other than debt service and/or capital projects. Special Revenue Funds include Resort Tax, as well as Transportation and People’s Transportation Plan (PTP) Fund operations, 7<sup>th</sup> Street Garage operations, 5<sup>th</sup> & Alton Garage operations, the Tourism and Hospitality Scholarship Program, Information and Communications Technology Fund, Education Compact Fund, Franchise Waste Haulers and Sustainability Contributions, the Residential Housing Program, Red Light Camera Program operations, Emergency 911 Fund, Miami Beach Cultural Arts Council, Normandy Shores and the City’s three Security Guard Special Taxing Districts (Biscayne Point, Biscayne Beach, and Allison Island), Miami City Ballet, Art in Public Places (AIPP) operations, Tree Preservation and Commemorative Tree Trust Fund,

Beachfront Concession Initiatives Program, the Beach Renourishment Fund, Police Unclaimed Property and Crash Report Sales Funds, Police Confiscation Trust Funds (Federal and State), Police Training and School Resources Fund, the Adopt-a-Bench Program, and the Off-Duty Services Fund.

All Enterprise, Internal Services, and Special Revenue Funds budgets are projected to be at or below their current FY 2022 amended budgets as of year-end, except for specific Enterprise, Internal Services, and Special Revenue Funds, which have been detailed further in the following section and proposed to be amended as part of this item.

The preliminary year-end analysis for FY 2022 shows that there are approximately \$2.5 million of encumbrances in the Enterprise Funds, \$7.3 million in Internal Services Funds encumbrances, and \$1.7 million in Special Revenue Funds encumbrances (not including the Resort Tax Fund) for FY 2022 goods and/or services that were procured, but not received, that are recommended to be carried forward into the respective FY 2023 operating budgets.

Similarly, it is recommended that appropriations of approximately \$5.6 million in the Enterprise Funds, \$3.0 million in the Internal Services Funds, and \$4.9 million in the Special Revenue Funds (not including the Resort Tax Fund) be carried forward into FY 2023 for projects originally budgeted in FY 2022 that have not been completed.

**PROPOSED AMENDMENTS TO THE ENTERPRISE, INTERNAL SERVICES, AND SPECIAL REVENUE FUNDS**

**Enterprise Funds**

**Convention Center** – The Convention Center Fund budget is projected to be above the current budget by approximately \$2.1 million, or 7.3%, primarily due to an increase in the number of events held this fiscal year at the Convention Center, as well as increased activity during these events. Although expenditures are projected to exceed the current budget, projected revenues are projected to exceed budgeted revenues by \$20.9 million, resulting in a projected surplus of approximately \$18.8 million, which will be available to be set aside for renewal and replacement of Convention Center assets and/or future operating and other expenditure obligations should these projections be realized at year-end. This projected surplus is primarily attributed to a Convention Development Tax (CDT) bonus of \$15.5 million anticipated to be received by the City for FY 2022 based on increased Convention Development Tax receipts collected by Miami-Dade County in the current fiscal year from which a portion is remitted to the City in accordance with the Amended Interlocal Cooperation Agreement that was approved by the City Commission on November 19, 2014 through Resolution No. 2014-28836.

<b>Convention Center</b>				
	FY 2022 Amended Budget	FY 2022 Projected	Projected vs Amended Budget Variance	% Over / (Under)
Revenues	\$ 28,560,000	\$ 49,500,000	\$ 20,940,000	73.3%
Expenditures	\$ 28,560,000	\$ 30,648,000	\$ 2,088,000	7.3%
Surplus/(Shortfall)	\$ 0	\$ 18,852,000	\$ 18,852,000	

**Sanitation** – Although the Sanitation Fund budget is not projected to exceed the current amended budget for FY 2022, the projected savings in the Sanitation Fund’s operating budget is mainly attributed to delays in the receipt of vehicles and equipment that were scheduled for replacement in FY 2022 due to supply chain issues. A portion of these savings were realigned by Sanitation during FY 2022 to provide increased levels of sanitation and cleaning services,



including those provided to the Parking Department that were reduced in previous years due to the impact of COVID-19 on the City's operations and not budgeted in FY 2022. Since there are approximately \$961,000 in carryforwards for equipment and vehicles that were budgeted and scheduled for replacement in FY 2022, it is recommended that \$478,000 in Sanitation fund balance be appropriated to fully fund Sanitation's carryforward requests for equipment and vehicles that are still needed, but not anticipated to be received in FY 2022.

Sanitation				
	FY 2022 Amended Budget	FY 2022 Projected	Projected vs Amended Budget Variance	% Over / (Under)
Revenues	\$ 23,300,000	\$ 22,378,000	\$ (922,000)	-4.0%
Expenditures	\$ 23,300,000	\$ 22,817,000	\$ (483,000)	-2.1%
Surplus/(Shortfall)	\$ 0	\$ (439,000)	\$ (439,000)	

### Internal Services Funds

**Fleet Management** – Although the Fleet Management Fund budget is not projected to exceed the current amended budget for FY 2022, the projected savings in Fleet Management's operating budget is mainly attributed to delays in the receipt of numerous vehicles, machinery, and equipment that were scheduled for replacement in FY 2022 due to supply chain issues. A portion of these savings were realigned by Fleet Management during FY 2022 to fund the increased costs of gasoline and diesel fuel needed to fuel the City's fleet of vehicles, machinery, and equipment. Since there are approximately \$7.2 million in carryforwards for equipment, machinery, and vehicles that were budgeted and scheduled for replacement in FY 2022 it is recommended that \$62,000 in Fleet Management's fund balance be appropriated to fully fund Fleet Management's carryforward requests for equipment, machinery, and vehicles that are still needed, but not anticipated to be received in FY 2022.

Fleet Management				
	FY 2022 Amended Budget	FY 2022 Projected	Projected vs Amended Budget Variance	% Over / (Under)
Revenues	\$ 20,571,000	\$ 16,708,000	\$ (3,863,000)	-18.8%
Expenditures	\$ 20,571,000	\$ 13,466,000	\$ (7,105,000)	-34.5%
Surplus/(Shortfall)	\$ 0	\$ 3,242,000	\$ 3,242,000	

**Medical and Dental** – Expenditures for the Medical and Dental Fund are projected to be above the amended budget by \$613,000, or 1.5%, due to medical claims trending higher than budget during FY 2022 due to numerous large claims. As a result, this proposed amendment is to appropriate available Medical and Dental fund balance to absorb this year's claims experience.

Medical and Dental				
	FY 2022 Amended Budget	FY 2022 Projected	Projected vs Amended Budget Variance	% Over / (Under)
Revenues	\$ 41,543,000	\$ 41,258,000	\$ (285,000)	-0.7%
Expenditures	\$ 41,543,000	\$ 42,156,000	\$ 613,000	1.5%
Surplus/(Shortfall)	\$ 0	\$ (898,000)	\$ (898,000)	

**Special Revenue Funds**

**Normandy Shores** – The Normandy Shores budget is projected to be 5.2%, or \$13,000, above the current amended budget due to unforeseen gate repairs during FY 2022. Although this fund is projected to exceed the current amended budget, the additional expenditures are projected to be offset using available Normandy Shores fund balance, which is proposed to be appropriated to fund these unforeseen expenditures.

<b>Normandy Shores</b>				
	FY 2022 Amended Budget	FY 2022 Projected	Projected vs Amended Budget Variance	% Over / (Under)
Revenues	\$ 252,000	\$ 256,000	\$ 4,000	1.6%
Expenditures	\$ 252,000	\$ 265,000	\$ 13,000	5.2%
Surplus/(Shortfall)	\$ 0	\$ (9,000)	\$ (9,000)	

**Biscayne Point Special Taxing District** – The Biscayne Point Special Taxing District is projected to be 5.7%, or \$13,000, above the current amended budget. This is primarily attributed to increases in the costs for utilities, as well as unforeseen repairs made in the guardhouse. Although this District is projected to exceed the current amended budget, the additional expenditures are projected to be offset using available fund balance, which is proposed to be appropriated to fund these unbudgeted expenditures.

<b>Biscayne Point Special Taxing District</b>				
	FY 2022 Amended Budget	FY 2022 Projected	Projected vs Amended Budget Variance	% Over / (Under)
Revenues	\$ 229,000	\$ 217,000	\$ (12,000)	-5.2%
Expenditures	\$ 229,000	\$ 242,000	\$ 13,000	5.7%
Surplus/(Shortfall)	\$ 0	\$ (25,000)	\$ (25,000)	

**Biscayne Beach Special Taxing District** – The Biscayne Beach Special Taxing District is projected to be 17.2%, or \$40,000, above the current amended budget. This is primarily attributed to unforeseen repairs made in the guardhouse totaling \$4,000, as well as a one-time reimbursement of \$36,000 to be processed for the installation of security cameras and license plate readers that was advanced by the General Fund during FY 2020 while the District was in the transition process from Miami-Dade County to the City. Although this District is projected to exceed the current amended budget, the additional expenditures are projected to be offset using available fund balance, which is proposed to be appropriated to fund these unbudgeted expenditures.

<b>Biscayne Beach Special Taxing District</b>				
	FY 2022 Amended Budget	FY 2022 Projected	Projected vs Amended Budget Variance	% Over / (Under)
Revenues	\$ 232,000	\$ 214,000	\$ (18,000)	-7.8%
Expenditures	\$ 232,000	\$ 272,000	\$ 40,000	17.2%
Surplus/(Shortfall)	\$ 0	\$ (58,000)	\$ (58,000)	

**5<sup>th</sup> & Alton Garage Fund** – This fund is projected to be 17.2%, or \$116,000, above its current amended budget. This is primarily attributed to an increase in the level of operations taking place at this garage from what was originally anticipated for the current fiscal year due to COVID-19. Since this fund is projected to exceed the current amended budget, the additional expenditures are projected to be offset by additional revenues proposed to be appropriated from available fund balance, as well as a contribution from the Parking Enterprise Fund, if

necessary, to fund these additional operating expenditures.

5th & Alton Garage				
	FY 2022 Amended Budget	FY 2022 Projected	Projected vs Amended Budget Variance	% Over / (Under)
Revenues	\$ 676,000	\$ 792,000	\$ 116,000	17.2%
Expenditures	\$ 676,000	\$ 792,000	\$ 116,000	17.2%
Surplus/(Shortfall)	\$ 0	\$ 0	\$ 0	

**People’s Transportation Plan (PTP) Fund** – The City’s allocation of Half-Cent Sales Tax Surtax revenues from Miami-Dade County is based on population and the City’s FY 2022 revenues are projected to exceed the FY 2022 amended budget. As a result of the increased revenues projected for FY 2022, this proposed amendment would appropriate an additional \$1.6 million in PTP revenues received during FY 2022, which in-turn, will be utilized to fund additional allowable costs associated with operations of the City’s trolleys.

People's Transportation Plan (PTP)				
	FY 2022 Amended Budget	FY 2022 Projected	Projected vs Amended Budget Variance	% Over / (Under)
Revenues	\$ 3,560,000	\$ 5,213,000	\$ 1,653,000	46.4%
Expenditures	\$ 3,560,000	\$ 5,213,000	\$ 1,653,000	46.4%
Surplus/(Shortfall)	\$ 0	\$ 0	\$ 0	

**E-911 Fund** – The City’s allocation of E-911 tax revenues from Miami-Dade County are primarily based on call volume. As a result of an increase in call volume and the resulting additional revenues collected by Miami-Dade County that are disbursed to local municipalities based on the determined allocation, the City’s projected FY 2022 E-911 revenues for wireless, non-wireless, and wireless prepaid services are projected to exceed the current FY 2022 amended budget. As a result of the increased revenues for FY 2022, this proposed amendment would appropriate an additional \$411,000 in E-911 revenues received during FY 2022, which in-turn, are proposed to be utilized to fund additional allowable costs associated with the operations of the Fire Department’s E-911 call center.

E-911				
	FY 2022 Amended Budget	FY 2022 Projected	Projected vs Amended Budget Variance	% Over / (Under)
Revenues	\$ 591,000	\$ 1,002,000	\$ 411,000	69.5%
Expenditures	\$ 591,000	\$ 1,002,000	\$ 411,000	69.5%
Surplus/(Shortfall)	\$ 0	\$ 0	\$ 0	

**CONCLUSION**

The Administration recommends that the Mayor and City Commission adopt the Fourth Amendment to the General Fund, Enterprise Fund, Internal Services Fund, and Special Revenue Fund budgets for FY 2022 as previously detailed and reflected in the attached Exhibit “A,” which is necessary to comply with Florida Statute, Section 166.241, that mandates that the City has 60 days following the end of the fiscal year to amend a budget for that year.

ATH/JW/TOS

## Exhibit "A"

GENERAL FUND	FY 2022 Amended Budget	4th Budget Amendment	FY 2022 Revised Budget
<b>REVENUES</b>			
<b>Operating Revenues</b>			
Ad Valorem Taxes	\$ 196,201,000		\$ 196,201,000
Ad Valorem- Capital Renewal & Repl.	\$ 815,000		\$ 815,000
Ad Valorem- Pay-As-You-Capital	\$ 2,616,000		\$ 2,616,000
Ad Valorem- Normandy Shores	\$ 252,000		\$ 252,000
Other Taxes	\$ 23,986,000	1,500,000	\$ 25,486,000
Licenses and Permits	\$ 15,888,000	5,000,000	\$ 20,888,000
Intergovernmental	\$ 12,066,000	1,500,000	\$ 13,566,000
Charges for Services	\$ 13,192,000	2,515,000	\$ 15,707,000
Fines & Forfeits	\$ 966,000	1,000,000	\$ 1,966,000
Interest Earnings	\$ 3,024,000	1,000,000	\$ 4,024,000
Rents & Leases	\$ 6,288,000	1,000,000	\$ 7,288,000
Miscellaneous	\$ 14,702,000	5,000,000	\$ 19,702,000
Resort Tax Contribution	\$ 24,866,000	13,582,000	\$ 38,448,000
Other Non-Operating Revenue	\$ 14,214,000		\$ 14,214,000
American Rescue Plan Act (ARPA) Funds	\$ 23,600,000		\$ 23,600,000
Use of General Fund Reserves	\$ 13,600,000	3,500,000	\$ 17,100,000
<b>Total General Fund</b>	<b>\$ 366,276,000</b>	<b>\$ 35,597,000</b>	<b>\$ 401,873,000</b>
<b>APPROPRIATIONS</b>			
<b>Department</b>			
Mayor & Commission	\$ 2,644,000	34,000	\$ 2,678,000
City Manager	\$ 5,078,000	37,000	\$ 5,115,000
Marketing and Communications	\$ 2,356,000	33,000	\$ 2,389,000
Office of Management and Budget (prev. OBPI)	\$ 1,528,000	25,000	\$ 1,553,000
Org. Dev Performance Initiatives	\$ 2,118,000	1,000	\$ 2,119,000
Finance	\$ 6,537,000	37,000	\$ 6,574,000
Procurement	\$ 2,857,000	27,000	\$ 2,884,000
Human Resources/Labor Relations	\$ 2,954,000	109,000	\$ 3,063,000
City Clerk	\$ 1,860,000	25,000	\$ 1,885,000
City Attorney	\$ 6,603,000	107,000	\$ 6,710,000
Housing & Community Services	\$ 4,075,000	121,000	\$ 4,196,000
Planning	\$ 6,085,000	33,000	\$ 6,118,000
Environment & Sustainability	\$ 1,349,000	107,000	\$ 1,456,000
Tourism and Culture	\$ 3,467,000	6,000	\$ 3,473,000
Economic Development	\$ 1,652,000		\$ 1,652,000
Code Compliance	\$ 6,585,000	15,000	\$ 6,600,000
Parks & Recreation (including Golf courses)	\$ 39,057,000	48,000	\$ 39,105,000
Property Management	\$ 2,518,000	5,000	\$ 2,523,000
Public Works	\$ 15,222,000	160,000	\$ 15,382,000
Capital Improvement Projects	\$ 5,840,000	19,000	\$ 5,859,000
Police	\$ 124,836,000	408,000	\$ 125,244,000
Fire	\$ 97,557,000	143,000	\$ 97,700,000
Citywide (incl. Operating Contingency)	\$ 18,390,000	(1,500,000)	\$ 16,890,000
<b>Subtotal General Fund</b>	<b>\$ 361,168,000</b>	<b>\$ 0</b>	<b>\$ 361,168,000</b>
<b>TRANSFERS</b>			
Normandy Shores	\$ 252,000		\$ 252,000
Capital Renewal & Replacement	\$ 815,000		\$ 815,000
Info & Comm Technology Fund	\$ 300,000		\$ 300,000
Capital Reserve Fund	\$ 0	5,197,000	\$ 5,197,000
Pay-As-You-Go Capital Fund	\$ 3,741,000	30,400,000	\$ 34,141,000
<b>Subtotal Transfers</b>	<b>\$ 5,108,000</b>	<b>\$ 35,597,000</b>	<b>\$ 40,705,000</b>
<b>Total General Fund</b>	<b>\$ 366,276,000</b>	<b>\$ 35,597,000</b>	<b>\$ 401,873,000</b>

## Exhibit "A"

ENTERPRISE FUNDS	FY 2022 Amended Budget	4th Budget Amendment	FY 2022 Revised Budget
<b>REVENUE/APPROPRIATIONS</b>			
Building	\$ 17,456,000		\$ 17,456,000
Convention Center	\$ 28,560,000	2,088,000	\$ 30,648,000
Water	\$ 38,526,000		\$ 38,526,000
Sewer	\$ 55,237,000		\$ 55,237,000
Stormwater	\$ 33,863,000		\$ 33,863,000
Sanitation	\$ 23,300,000	478,000	\$ 23,778,000
Parking	\$ 44,158,000		\$ 44,158,000
<b>Total Enterprise Funds</b>	<b>\$ 241,100,000</b>	<b>\$ 2,566,000</b>	<b>\$ 243,666,000</b>

INTERNAL SERVICE FUNDS	FY 2022 Amended Budget	4th Budget Amendment	FY 2022 Revised Budget
<b>REVENUE/APPROPRIATIONS</b>			
Information Technology	\$ 20,757,000		\$ 20,757,000
Risk Management	\$ 23,820,000		\$ 23,820,000
Central Services	\$ 1,041,000		\$ 1,041,000
Office of Inspector General	\$ 2,066,000		\$ 2,066,000
Property Management	\$ 12,245,000		\$ 12,245,000
Fleet Management	\$ 20,571,000	62,000	\$ 20,633,000
Medical and Dental Insurance	\$ 41,543,000	613,000	\$ 42,156,000
<b>Total Internal Service Funds</b>	<b>\$ 122,043,000</b>	<b>\$ 675,000</b>	<b>\$ 122,718,000</b>

SPECIAL REVENUE FUNDS	FY 2022 Amended Budget	4th Budget Amendment	FY 2022 Revised Budget
<b>REVENUE/APPROPRIATIONS</b>			
Education Compact	\$ 171,000		\$ 171,000
IT Technology Fund	\$ 772,000		\$ 772,000
Residential Housing	\$ 976,000		\$ 976,000
Sustainability	\$ 944,000		\$ 944,000
Tree Preservation Fund	\$ 240,000		\$ 240,000
Commemorative Tree Trust Fund	\$ 4,000		\$ 4,000
Resort Tax	\$ 84,940,000	29,875,000	\$ 114,815,000
Tourism & Hospitality Scholarships	\$ 80,000		\$ 80,000
Cultural Arts Council	\$ 3,087,000		\$ 3,087,000
Waste Haulers	\$ 151,000		\$ 151,000
Normandy Shores	\$ 252,000	13,000	\$ 265,000
Biscayne Point Special Taxing District	\$ 229,000	13,000	\$ 242,000
Allison Island Special Taxing District	\$ 226,000		\$ 226,000
Biscayne Beach Special Taxing District	\$ 232,000	40,000	\$ 272,000
5th & Alton Garage	\$ 676,000	116,000	\$ 792,000
7th Street Garage	\$ 2,470,000		\$ 2,470,000
Transportation Fund	\$ 9,023,000		\$ 9,023,000
People's Transportation Plan	\$ 3,560,000	1,653,000	\$ 5,213,000
Police Confiscation Fund - Federal	\$ 130,000		\$ 130,000
Police Confiscation Fund - State	\$ 57,000		\$ 57,000
Police Unclaimed Property	\$ 29,000		\$ 29,000
Police Crash Report Sales	\$ 146,000		\$ 146,000
Police Training Fund	\$ 25,000		\$ 25,000
Red Light Camera Fund	\$ 1,423,000		\$ 1,423,000
E-911 Fund	\$ 591,000	411,000	\$ 1,002,000
Art in Public Places (AIPP)	\$ 121,000		\$ 121,000
Beachfront Concession Initiatives	\$ 132,000		\$ 132,000
Beach Renourishment	\$ 1,575,000		\$ 1,575,000
Resiliency Fund	\$ 1,332,000		\$ 1,332,000
Sustainability and Resiliency	\$ 193,000		\$ 193,000
Biscayne Bay Protection Trust Fund	\$ 85,000		\$ 85,000
Adopt-A-Bench Program	\$ 20,000		\$ 20,000
Parks and Recreation Grants Fund	\$ 25,000		\$ 25,000
<b>Total Special Revenue Funds</b>	<b>\$ 113,917,000</b>	<b>\$ 32,121,000</b>	<b>\$ 146,038,000</b>

**Exhibit “B”**

<b>GENERAL FUND</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>
<b>Reserve as of 9/30/2021</b>	<b>\$87.5 million</b>	<b>\$94.8 million</b>	<b>\$94.8 million</b>	<b>\$94.8 million</b>
FY 2022 Budget Amendments (1 <sup>st</sup> and 2 <sup>nd</sup> Operating)	(\$9.9 million)	(\$9.9 million)	(\$9.9 million)	(\$9.9 million)
72nd Street Project Contribution	(\$3.5 million)	(\$3.5 million)	(\$3.5 million)	(\$3.5 million)
Additional FEMA Reimbursement for Hurricane Irma	\$1.0 million	\$1.2 million	\$1.2 million	\$1.2 million
General Fund Surplus Revenues Projected	\$5.1 million	\$15.8 million	\$22.1 million	\$47.1 million
Parking Contribution for 500 Alton Road Project	(\$0.6 million)	(\$0.6 million)	(\$0.6 million)	Incl. in Q4 Proj
Parking Contribution for Ocean Terrace Project	(\$0.3 million)	(\$0.3 million)	(\$0.3 million)	Incl. in Q4 Proj
Matrix Staffing Report (3 Positions in Police)	(\$0.2 million)	(\$0.2 million)	(\$0.2 million)	Incl. in Q4 Proj
Additional Police Positions (2 New + 1 Reclass)	(\$0.2 million)	(\$0.2 million)	(\$0.2 million)	Incl. in Q4 Proj
Resilient Florida Funding Grant Match	(\$0.1 million)	(\$0.1 million)	(\$0.1 million)	Incl. in Q4 Proj
Housing Relocation from 555 Building to 1701 Meridian		(\$0.3 million)	(\$0.3 million)	Incl. in Q4 Proj
Lighting on Meridian Avenue in Flamingo Park District		(\$0.2 million)	(\$0.2 million)	Incl. in Q4 Proj
Municipal Prosecution Program		(\$0.2 million)	(\$0.2 million)	Incl. in Q4 Proj
Justice Advocate Program		(\$0.1 million)	(\$0.1 million)	Incl. in Q4 Proj
Diversity Program		(\$0.1 million)	(\$0.1 million)	Incl. in Q4 Proj
Transfer to PayGo for Capital Project Gaps		(\$7.6 million)	(\$7.6 million)	(\$9.3 million)
COLA (2% Recurring effective April 2022)			(\$1.3 million)	Incl. in Q4 Proj
Furlough Repayment			(\$1.7 million)	Incl. in Q4 Proj
One-Time Enhancements Approved for FY 2023			(\$1.6 million)	(\$1.6 million)
Seagull Hotel street vacation Transfer to PayGo				(\$4.0 million)
Recommended FY 2022 to FY 2023 Encumbrances				(\$4.0 million)
Recommended FY 2022 to FY 2023 Carryforwards				(\$9.3 million)
Set-aside for FY 2023 CIP Department Shortfall				(\$0.6 million)
Transfer to Capital Reserve Fund				(\$5.2 million)
<b>Projected FY 2022 Reserve</b>	<b>\$78.8 million</b>	<b>\$88.5 million</b>	<b>\$90.2 million</b>	<b>\$95.7 million</b>

**Exhibit “C”**

<b>2% RESORT TAX FUND</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>
<b>Reserve as of 9/30/2021</b>	<b>\$29.9 million</b>	<b>\$29.9 million</b>	<b>\$29.9 million</b>	<b>\$29.9 million</b>
FY 2022 Budget Amendments (1 <sup>st</sup> and 2 <sup>nd</sup> Operating)	(\$0.9 million)	(\$0.9 million)	(\$0.9 million)	(\$0.9 million)
72nd Street Project Contribution	(\$5.9 million)	(\$5.9 million)	(\$5.9 million)	(\$5.9 million)
Resort Tax Surplus Revenues Projected	\$6.5 million	\$19.1 million	\$23.6 million	\$27.1 million
Washington Avenue Milling and Resurfacing Project	(\$1.6 million)	(\$1.6 million)	(\$1.6 million)	Incl. in Q4 Proj
Additional Police High Impact - Spring Break	(\$0.7 million)	(\$0.7 million)	(\$0.7 million)	Incl. in Q4 Proj
Ocean Drive Reconfiguration	(\$0.6 million)	(\$0.6 million)	(\$0.6 million)	Incl. in Q4 Proj
Holiday Lighting Expansion in North Beach	(\$0.3 million)	(\$0.3 million)	(\$0.3 million)	Incl. in Q4 Proj
SOBE WFF Cash Sponsorship for City Services	(\$0.2 million)	(\$0.2 million)	(\$0.2 million)	Incl. in Q4 Proj
Washington Avenue Restriping	(\$0.1 million)	(\$0.1 million)	(\$0.1 million)	Incl. in Q4 Proj
Miami Beach Live - Spring Break	(\$0.1 million)	(\$0.1 million)	(\$0.1 million)	Incl. in Q4 Proj
FTX Sponsorship		(\$0.2 million)	(\$0.2 million)	Incl. in Q4 Proj
Set Aside for FY 2023 Spring Break Programming		(\$3.2 million)	(\$3.2 million)	(\$3.2 million)
Add'l Transfer to Gen Fund for Tourism-Eligible Exp.		(\$6.6 million)	(\$10.4 million)	(\$7.7 million)
One-Time Enhancements Approved for FY 2023			(\$0.8 million)	(\$0.8 million)
Recommended FY 2022 to FY 2023 Encumbrances				(\$0.02 million)
Recommended FY 2022 to FY 2023 Carryforwards				(\$0.7 million)
<b>Projected FY 2022 Reserve</b>	<b>\$26.0 million</b>	<b>\$28.6 million</b>	<b>\$28.5 million</b>	<b>\$37.9 million</b>