



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

## COMMISSION MEMORANDUM

TO: Mayor Philip Levine and Members of the City Commission

FROM: Jimmy L. Morales, City Manager

DATE: February 8, 2017

SUBJECT: **A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, ADOPTING THE SECOND AMENDMENT TO THE GENERAL FUND, ENTERPRISE FUND, INTERNAL SERVICE FUND AND SPECIAL REVENUE FUND BUDGETS FOR FISCAL YEAR (FY) 2016/17**

### **ADMINISTRATION RECOMMENDATION**

Adopt the resolution amending the FY 2016/17 General Fund, Enterprise Funds, Internal Service Funds, and Special Revenue Funds budgets.

### **KEY INTENDED OUTCOME SUPPORTED**

Ensure expenditure trends are sustainable over the long term.

### **ANALYSIS**

The budgets for the General Fund, Enterprise Funds, Internal Service Funds, and Special Revenue Funds for Fiscal Year 2016/17 were approved on September 27, 2016, with the adoption of Resolution No. 2016-29579.

The First Amendment to the General Fund, Enterprise Funds, Internal Service Funds, and Special Revenue Funds budgets for FY 2016/17 was approved on November 18, 2016, by Resolution No. 2016-29654. Section 166.241(4)(c.), Florida Statutes, requires that a municipality's budget amendment must be adopted in the same manner as the original budget.

The Second Amendment appropriates \$445,740 from other sources to the General Fund, \$733,260 from General Fund Balance, realigns \$491,000 within the General Fund and appropriates \$1,218,000 to Special Revenue Funds.

### **Additional Rollovers**

The First Budget Amendment identified roll-over funds to cover purchase orders that were encumbered, but not spent during FY 2015/16 due to timing issues between fiscal years.

Additionally, funds were rolled-over for projects that were budgeted, but not completed during FY 2015/16. Additional purchase orders and projects have been identified since that date and are recommended for funding through this budget amendment as listed below; the total General Fund Balance impact is \$594,260.18 and total Special Revenue Fund impact is \$55,000.

Department	Project/PO	Description	Amount	Fund
Mayor & Commission	2066 Miami Beach Rising Above and Time Capsule	The project would focus on bringing world-wide awareness and highlight Miami Beach's efforts in dealing with climate change and sea level rise.	\$190,000	General
Planning	Renovations	Ongoing department renovations.	\$126,000	General
Environmental & Sustainability	Construction Inspection Services	Funds to hire permanent inspector to assist with improving regulatory compliance of construction sites.	\$70,000	General (Building)
Environmental & Sustainability	GIS Tree Inventory	The final phase of the GIS Inventory was required to go out to bid rather than using the rotational list due to the cost. The procurement timeline for the bid process did not allow for the project to be initiated in FY15/16.	\$55,000	Special Revenue – Tree Preservation Trust
Public Works – Greenspace	5th Street (PO 20160429)	5th Street is a major gateway into the City of Miami Beach as one exit off of MacArthur Causeway. This project is intended to enhance this corridor and improve the experience of residents and guests alike through the installation of various flowering varieties of Crape Myrtles and ornamental shrubs within the 5th Street median, from Alton Road to Ocean Drive.	\$36,000	General
Police	Outer Carrier Vest Covers	Items ordered during FY16 but received in FY17.	\$33,000	General
Environmental & Sustainability	Part-time temporary employee	Temporary employee to help the department with compiling and analyzing the greenhouse gas inventory and fleet and water conservation data assessment database to support the resiliency program and analyze the City's energy assessment in order to set up targets and feasible actions to improve our municipal building's energy efficiencies.	\$30,000	General
Finance	Munis	The Finance Department will 'go-live' with the Munis Payroll Module in April 2017. Finance staff will require additional training and on-site trouble shooting services to ensure the success of this module after 'go-live'.	\$25,000	General
Police	Bean Bag Rounds	Rounds to support new less-lethal Bean Bag Shotgun.	\$23,000	General
Property Management	Art Deco Welcome Center Railing	Welcome Center railing replacement.	\$22,260.18	General (Citywide)
Police	Vest Carriers	To purchase additional outer carrier vest covers.	\$20,000	General
Public Works – Greenspace	Julia Tuttle/Alton Road (PO 20160406)	The Julia Tuttle/Alton Road interchange is a focal point for many who visit the City of Miami Beach. This area has, over time, lost much of its vegetation due to tidal flooding,	\$12,000	General

		vehicular damage, and plants reaching the end of their natural life-cycles. This project is intended to refresh and enhance this entrance to the City through the installation of sod and a variety of ornamental and flowering shrubs.		
Police	Simmunition Kits	Non-lethal training kits made up of marking cartridges, weapon conversion kits, and personal protective equipment that the department utilizes during different types of training exercises.	\$7,000	General

**Appropriate \$370,000 for funding for Security Guard Expenses in the South Pointe area to the Department of Emergency Management – South Pointe RDA**

The Parks and Recreation department is currently providing unbudgeted security guard services to the South Point Park and Pier. Funds from the South Pointe RDA will be transferred to the General Fund to continue funding these expenses through the rest of the fiscal year.

**Realign \$861,000 of funding for Security Guard Expenses to the Department of Emergency Management – General Fund**

The adopted budget has Security Guard expenses shared between the Police, Emergency Management and Building departments. This proposed amendment consolidates all General funded security guard expenses within the Department of Emergency Management in order to improve management of the security guard program and track expenses related to these services.

**Appropriate \$60,000 for Continuation of Digitalization of Miami Beach Archives – General Fund**

The Office of the City Clerk, in conjunction with Florida International University, will begin its third year of digitalizing Miami Beach Archives. By the end of 2016, approximately 85,000 pages have been completed. By the end of Year III, it is expected to have scanned and catalogued over 60,000 pages, representing some 3,000 separate archival items. These figures continue to run above original projections of 15,000 pages per year in Years I and II. Completing the project will greatly enhance the value of the digital archive, as well as assure the preservation for future generations of the Miami Beach historical materials.

**Appropriate \$50,000 for a Grant to the UNIDAD Senior Center - General Fund**

This amendment requests a \$50,000 grant for the UNIDAD Senior Center to assist with electricity costs, loss of rental revenues, etc. Electricity costs have increased with City programming at the facility, and the lighting from the Center also provides lighting for the Park. Rental revenues will be impacted with the Air Conditioning replacement at the facility. While the requested funds are a one-time request on behalf of UNIDAD of Miami Beach, the Administration will pursue providing ongoing support through the budget process inclusive of the potential use of grant resources, i.e. Community Development Block Grant (CDBG) funds, from future allocations.

**Appropriate \$19,000 for Common Threads – General Fund**

Common Threads is a national non-profit organization whose mission is to educate children on the importance of nutrition and physical well-being, empowering them to be agents of change for



healthier families, schools, and communities. Through hands-on cooking programs and nutrition education, Common Threads provides a preventative health program solution in urban schools to children, families, and teachers in under-served communities. The City's contribution of \$19,000 includes funding for five sets of cooking equipment. This partnership was approved at the December 14<sup>th</sup>, 2016 Commission meeting and was approved for funding at the January 20<sup>th</sup>, 2017 Finance and Citywide Projects Committee meeting.

**Appropriate \$10,000 for 2017 Miami Beach Gay Pride Parade – General Fund**

This amendment requests \$10,000 to assist Miami Beach Gay Pride in offsetting parade cost overruns for the 2017 parade which includes safety barricades, ADA matting requirements and security services.

**Appropriate \$68,000 for Light Towers and \$30,000 for Ballistic Vests – Federal Forfeiture Funds**

As part of the comprehensive effort to improve police services and reduce crime and quality-of-life offenses in the Ocean Drive/Lummus Park corridor and throughout the newly formed police area command known as the "Entertainment District," the Police Department seeks to double the number of portable light towers used to illuminate darkened areas. These extremely valuable towers can also be deployed anywhere else in the city they are needed, to address new crime complaints, for special events, for weather and other emergencies, and for traffic conditions. The six new light towers are estimated to cost \$68,000.

The Department provides ballistic vests for wear by police officers at their option. Prior to 2016, too few officers were wearing these vests because the only style available required that the vest be worn underneath the uniform shirt, which is very uncomfortable. In 2016, the Department adopted a new, more comfortable outer carrier, worn above the uniform shirt. As a result, many more officers ordered ballistic vests for the first time, resulting in a significant extra expenditure for this body armor. Pursuant to the CBA, the Department must reimburse each officer for the cost of a new vest. This request is for \$30,000 in additional funding to cover the one-time cost above budget for purchasing an unusually large number of ballistic vests in the current fiscal year.

**Appropriate \$75,739.82 for Carpet Replacement at Colony Theater – Proceeds from Segafredo Colony Café Lease**

Under Resolution No. 99-23228, the City Commission approved the appropriation of \$220,000 from the CAC budget to provide matching funds in the form of a non-interest bearing loan to fund a portion of the Colony Theatre Improvements. Since the City was able to obtain the maximum grant award from the State's Cultural Arts Facilities Grant Program, the loan was subsequently reduced to \$165,000. The City was to repay the loan to the CAC from the 70% recapture of the Colony Theatre Café/Segafredo rental revenues.

Monies received from the rental revenues were placed into the Colony Theatre Trust Account 601-7000-229220 through 09/30/05 as the balance grew to \$143,139.82. However, no additional monies were put into this trust account during the 2006/07, 2007/08, 2008/09 and 2009/10 fiscal years despite continuing to collect rental revenues and not yet reaching the \$165,000 desired balance. In FY2011, the Internal Audit division conducted an audit that concluded that the City could not locate any evidence that the City (CAC) loaned \$165,000 to the Colony Theatre Café. Consequently, it was recommended that the monies should not be held in a trust account to pay back a loan that was not made and were recommended to be transferred to the City.

Since the initial purpose of the loan was to assist in the funding of the renovation of the Colony Theatre this amendment recommends the funds be transferred to the General Fund to pay for carpet replacements at the theater.

**Update 1% Convention Center Debt Service Collection Revenue Estimate - Resort Tax**

This amendment updates the 1% Convention Center Debt Service Collection estimate from \$13 million to \$14,065,000. The debt service expense will be adjusted accordingly. All revenues collected from this dedicated tax are earmarked for Convention Center debt service payments.

**CONCLUSION**

The Administration recommends that the Mayor and City Commission adopt the Second Amendment to the General Fund, Enterprise Fund, Internal Service Fund, and Special Revenue Fund Budgets for Fiscal Year (FY) 2016/17.

JLM/CGR

A handwritten signature in blue ink, appearing to be 'CGR', is written below the typed name 'JLM/CGR'.