

**CITY OF MIRAMAR
PROPOSED CITY COMMISSION AGENDA ITEM**

First Reading Date: January 24, 2024

Second Reading Date: February 21, 2024

Presenter's Name and Title: Carmen Dominguez, Assistant Director, Management & Budget Director

Temp. Ord. Number: #O1823

Item Description: (FIRST READING) Temp. Ord. #O1823 APPROVING THE SECOND AMENDMENT TO THE FISCAL YEAR 2024 OPERATING AND CAPITAL IMPROVEMENT PROGRAM BUDGET; AND PROVIDING FOR AN EFFECTIVE DATE. (Management & Budget Assistant Director Carmen Dominguez)

Consent Resolution Ordinance Quasi-Judicial Public Hearing

Instructions for the Office of the City Clerk: NONE

Public Notice – As required by the Sec. ____ of the City Code and/or Sec. ____, Florida Statutes, public notice for this item was provided as follows: on ____ in a ____ ad in the ____; by the posting the property on ____ and/or by sending mailed notice to property owners within ____ feet of the property on ____ (fill in all that apply)

Special Voting Requirement – As required by Sec. ____, of the City Code and/or Sec. ____, Florida Statutes, approval of this item requires a ____ (unanimous, 4/5ths etc.) vote by the City Commission.

Fiscal Impact: Yes No

REMARKS: General Fund 001, Capital Projects Fund 395 and Contribution in Aid of Construction (CIAC) Fund 414 adjusted as provided in the Memo.

Content:

- Agenda Item Memo from the City Manager to City Commission
- Ordinance TO 1823
 - Exhibit A: GENERAL FUND (001)
 - Exhibit B: CAPITAL PROJECTS FUND (395)
 - Exhibit C: CONTRIBUTION IN AID OF CONSTRUCTION FUND (414)
 - Attachment 1: Capital Improvement Program Project Request Forms



**CITY OF MIRAMAR
INTEROFFICE MEMORANDUM**

TO: Mayor, Vice Mayor, & City Commissioners

FROM: Dr. Roy L. Virgin, City Manager

BY: Carmen Dominguez, Assistant Director, Management & Budget

DATE: January 18, 2024

RE: FIRST READING of Temp. Ord. No. 1823 budget amendment for FY24

RECOMMENDATION: The City Manager recommends approval of Temp. Ord. No. 1823, providing for the second budget amendment of the Fiscal Year 2024 Operating and Capital Improvement Program Budgets.

ISSUE: Pursuant to Section 2-203(a), City Commission approval is required to amend the budget by passage of an ordinance.

BACKGROUND: Per F.S. 166.241(5), the governing body can amend the Fiscal Year 2024 Operating and Capital Improvement Program Budgets only via ordinance.

DISCUSSION:

General Fund (001): Funding in the amount of \$1,466,500 is requested for required additional expenses in the Building Division in the areas of personnel for a Planner and Building Code Compliance Coordinator, technology services needed for printers, laptops, EnerGov software and consulting, professional and contractual services for a zoning study, Broward inspectors, flood plain program, digital scanning and training, and capital equipment for office improvements. Funding for these items comes from the restricted fund balance designated to the Building Division as outlined in the 2021 Annual Comprehensive Financial Report (ACFR) as per Florida Statute 553.80.

Capital Projects Fund (395): Shirley Branca Park Canopy Addition (CIP Project #51032) is being placed on hold. We are requesting that the available funds in the amount of \$220,000 be reallocated to the following two projects: new Multi-Service Complex Security Fencing (CIP Project #52114) \$130,000, and Park Improvements-Variou (CIP

Project #51003) \$90,000 for the conversion of Lakeshore Park Tennis Courts to Pickleball courts.

Vizcaya Park–Running Track (CIP Project #51036) has been withdrawn from the CIP, and we are requesting that the available funds in the amount of \$100,000 be reallocated to the new Town Center Colonnade (CIP Project #52115) to design a covered pedestrian walkway connecting the parking garage to the 2200 Building breezeway at Town Center.

Historic Miramar Aquatic Pool Renovation (CIP Project #51030) has been completed and closed. We are requesting that the remaining funds in the amount of \$2,373 be reallocated to Park Improvements-Variou (CIP Project #51003) to replace the pump equipment at the Historic Miramar Aquatic Complex.

Contribution in Aid of Construction (CIAC) Fund (414): We are requesting additional funding in the amount of \$70,241 for the Sustainable Renewable Energy & Conservation Initiatives (CIP Project #52085). A moisture content test revealed elevated levels of moisture in buildings 12 and 13. The additional funding serves to cover the cost of removal of roofing material needed to apply new roof covering. Available fund balance will be used to offset the cost of this capital improvement project.

ANALYSIS: The following items are included in the second Fiscal Year 2024 budget amendment:

General Fund (001) – Exhibit A

Revenues (\$1,466,500 adjustment)

- Appropriation of Fund Balance: Increase \$1,466,500 from the restricted fund balance designated to the Building Division.

Expenses (\$1,466,500 adjustment)

- Personnel Services: Increase \$145,000 to hire a Planner and Building Code Compliance Coordinator.
- Operating Expense: Increase \$1,046,500 for technology, professional and contractual services.
- Capital Outlay: Increase \$275,000 for office improvements.

Capital Projects Fund (395) – Exhibit B

Expenses (\$0 adjustment)

- Shirley Branca Park Canopy Addition (CIP Project #51032): Decrease \$220,000 from plan/design/engineering (\$10,000), permits (\$15,000), construction (\$175,000), landscaping (\$10,000), and contingency (\$10,000) as the project is

being placed on hold, and reallocate funding to the new Multi-Service Complex Security Fencing (CIP Project #52114) \$130,000 and Park Improvements-Variou (CIP Project #51003) \$90,000.

- Multi-Service Complex Security Fencing (CIP Project #52114): Increase \$30,000 in plan/design/engineering and \$100,000 in construction for this new project.
- Park Improvements–Various (CIP Project #51003): Increase \$90,000 in construction for the conversion of Lakeshore Park Tennis Courts to Pickleball courts.
- Vizcaya Park – Running Track (CIP Project #51036): Decrease \$100,000 from pre-construction (\$5,000), plan/design/engineering (\$80,000), permits (\$5,000), and contingency (\$10,000) as this project has been withdrawn from the CIP, and reallocate funding to the new Town Center Colonnade (CIP Project #52115).
- Town Center Colonnade (CIP Project #52115): Increase \$100,000 in construction to design a covered pedestrian walkway connecting the parking garage to the 2200 building breezeway at Town Center.
- Historic Miramar Aquatic Pool Renovation (CIP Project #51030): Decrease \$2,373 from furniture/fixtures/equipment (\$373) and contingency (\$2,000) as this project has been completed and closed, and reallocate funding to Park Improvements-Variou (CIP Project #51003).
- Park Improvements-Variou (CIP Project #51003): Increase \$2,373 in construction to replace the pump equipment at the Historic Miramar Aquatic Complex.

Contribution in Aid of Construction (CIAC) Fund (414) – Exhibit C

Revenues (\$70,241 adjustment)

- Appropriation of Fund Balance: Increase of \$70,241 use of fund balance to offset the cost of the Sustainable Renewable Energy & Conservation Initiatives (CIP Project #52085) as shown below.

Expenses (\$70,241 adjustment)

- Sustainable Renewable Energy & Conservation Initiatives (CIP Project #52085): Increase \$70,241 in plan/design/engineering to cover the cost of removal of roofing material needed to apply new roof covering.

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**CITY OF MIRAMAR
MIRAMAR, FLORIDA**

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF
MIRAMAR, FLORIDA, APPROVING THE SECOND AMENDMENT
OF THE FISCAL YEAR 2024 OPERATING AND CAPITAL
IMPROVEMENT PROGRAM BUDGET; AND PROVIDING FOR AN
EFFECTIVE DATE.**

WHEREAS, based upon the periodic review and analysis of current budgetary commitments and obligations, the projected needs and requirements of the City and the recommendations of the City Manager, and with the concurrence of the Finance Director as to Accounting Principles, it is deemed necessary to adjust, amend, and implement the Fiscal Year 2024 Operating and Capital Improvement Program Budget; and

WHEREAS, the proposed amendment to the Fiscal Year 2024 Operating and Capital Improvement Program Budget is set forth in Exhibits "A-C", attached hereto and made a part hereof; and

WHEREAS, Section 2-203(a) of the City Code provides that "if during the fiscal year, revenues in excess of those estimated in the budget are available for appropriation, the City Commission may make supplemental appropriations for the year up to the amount of such excess"; and

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WHEREAS, this Ordinance will provide funds for additional new projects and unanticipated expenses, as well as for projects that have been previously approved; and

WHEREAS, the City Manager and the Management & Budget Director recommend approval of this Ordinance, providing funds for additional new projects and unanticipated expenses, as well as for projects that have been previously approved; and

WHEREAS, the City Commission deems it to be in the best interest of the citizens and residents of the City of Miramar to amend to approve the second amendment of the Fiscal Year 2024 operating and capital improvement budget.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF MIRAMAR, FLORIDA, AS FOLLOWS:

Section 1: That the foregoing “**WHEREAS**” clauses are ratified and confirmed as being true and correct and are made a specific part of this Ordinance.

Section 2: That it approves the amendment of the Fiscal Year 2024 Operating and Capital Improvement Program Budget as set forth in Exhibits “A-C”, attached hereto and made a part hereof.

Section 3: If any clause, section, or other part or application of this Ordinance shall be held by any court of competent jurisdiction to be unconstitutional or invalid,

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such unconstitutional or invalid part or application shall be considered as eliminated and shall not affect the validity of the remaining portions or applications, which shall remain in full force and effect.

Section 4: That the appropriate City officials are authorized to do all things necessary and expedient to carry out the intent and purpose of this Ordinance.

Section 5: That this Ordinance shall take effect immediately upon its adoption on second reading.

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PASSED FIRST READING: _____

PASSED AND ADOPTED ON SECOND READING: _____

Mayor, Wayne M. Messam

Vice Mayor, Alexandra P. Davis

ATTEST:

City Clerk, Denise A. Gibbs

I HEREBY CERTIFY that I have approved
this ORDINANCE as to form:

City Attorney,
Austin Pamies Norris Weeks Powell, PLLC

<u>Requested by Administration</u>	<u>Voted</u>
Commissioner Winston F. Barnes	_____
Commissioner Maxwell B. Chambers	_____
Commissioner Yvette Colbourne	_____
Vice Mayor Alexandra P. Davis	_____
Mayor Wayne M. Messam	_____

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