

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

First Reading Date: June 17, 2025

Second Reading Date: July 9, 2025

Presenter's Name and Title: Yenevin Capote, Assistant Director, Management & Budget

Prepared By: Yenevin Capote, Assistant Director, Management & Budget

Temp. Ord. Number: 1849

Item Description: **FIRST READING** of Temp. Ord. #O1849 APPROVING THE SECOND AMENDMENT TO THE FISCAL YEAR 2025 OPERATING AND CAPITAL IMPROVEMENT PROGRAM BUDGET; AND PROVIDING FOR AN EFFECTIVE DATE. (Management & Budget Assistant Director Yenevin Capote)

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 ☐

Exempt from Business Impact Estimate: Yes ☒ No ☐

REMARKS: Fire & EMS CIP Fund 381, adjusted as provided in the Memo.

Content:

- Agenda Item Memo from the City Manager to City Commission
- Ordinance TO1849
 - Exhibit A: Fire & EMS CIP Fund (381)

Business Impact Estimate

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City of Miramar's website by the time notice of the proposed ordinance is published.

Proposed ordinance's title/reference:

This Business Impact Estimate is provided in accordance with section 166.041(4), Florida Statutes. If one or more boxes are checked below, this means the City of Miramar is of the view that a business impact estimate is not required by state law¹ for the proposed ordinance, but the City of Miramar is, nevertheless, providing this Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance. This Business Impact Estimate may be revised following its initial posting.

- ☐ The proposed ordinance is required for compliance with Federal or State law or regulation;
- ☐ The proposed ordinance relates to the issuance or refinancing of debt;
- ☐ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- ☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant or other financial assistance accepted by the municipal government;
- ☐ The proposed ordinance is an emergency ordinance;
- ☐ The ordinance relates to procurement; or
- ☐ The proposed ordinance is enacted to implement the following:
 - a. Part II of Chapter 163, Florida Statutes, relating to growth policy, county and municipal planning, and land development regulation, including zoning, development orders, development agreements and development permits;
 - b. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
 - c. Section 553.73, Florida Statutes, relating to the Florida Building Code; or
 - d. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

In accordance with the provisions of controlling law, even notwithstanding the fact that an exemption noted above may apply, the City of Miramar hereby publishes the following information:

¹ See Section 166.041(4)(c), Florida Statutes.

1. Summary of the proposed ordinance (must include a statement of the public purpose, such as serving the public health, safety, morals and welfare):

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2. An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the City of Miramar, if any:

- (a) An estimate of direct compliance costs that businesses may reasonably incur;
- (b) Any new charge or fee imposed by the proposed ordinance or for which businesses will be financially responsible; and
- (c) An estimate of the City of Miramar's regulatory costs, including estimated revenues from any new charges or fees to cover such costs.

3. Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance:

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4. Additional information the governing body deems useful (if any):

[You may wish to include in this section the methodology or data used to prepare the Business Impact Estimate. For example: City of Miramar staff solicited comments from businesses in the City of Miramar as to the potential impact of the proposed ordinance by contacting the chamber of commerce, social media posting, direct mail or direct email, posting on City of Miramar's website, public workshop, etc. You may also wish to include efforts made to reduce the potential fiscal impact on businesses. You may also wish to state here that the proposed ordinance is a generally applicable ordinance that applies to all persons similarly situated (individuals as well as businesses) and, therefore, the proposed ordinance does not affect only businesses].

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**CITY OF MIRAMAR
INTEROFFICE MEMORANDUM**

TO: Mayor, Vice Mayor, & City Commissioners

FROM: Dr. Roy L. Virgin, City Manager 

BY: Yenevin Capote, Assistant Director, Management & Budget

DATE: June 11, 2025

RE: FIRST READING of Temp. Ord. No. 1849 Budget Amendment for FY25

RECOMMENDATION: The City Manager recommends approval of Temp. Ord. No. 1849, providing for the second budget amendment of the Fiscal Year 2025 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 2025 Operating and Capital Improvement Program Budgets only via ordinance.

DISCUSSION:

Fire & EMS CIP Fund (381):

- Fire Station #19 (CIP Project #53020) This project is partially funded by the FEMA Hazard Mitigation Grant Program (HMGP) at 75% with a 25% City's matching contribution. The scope of work for this project includes the replacement of the bay door with a wind-resistant door, and the installation of a manual transfer switch. Due to a cost increase, the initial funding allocation was quickly depleted by the purchase and installation of the bay door. City's staff requested additional support from FEMA to complete the project. FEMA granted additional funding with a 25% match requirement. We are requesting additional funding allocation from fund balance in the amount of \$9,381.92.

- Fire Station #84 (CIP Project #53022) This project is partially funded by the FEMA Hazard Mitigation Grant Program (HMGP) at 75% with a 25% City's matching contribution. The scope of work for this project includes the replacement of the bay door with wind-resistant door, installation of a new permanent generator, and the installation of a manual transfer switch. Due to a cost increase, the initial funding allocation was quickly depleted by the purchase and installation of the bay door. City's staff requested additional support from FEMA to complete the project. FEMA granted additional funding with a 25% match requirement. We are requesting additional funding allocation from fund balance in the amount of \$20,262.92.
- Fire Station #100 (CIP Project #53023) This project is partially funded by the FEMA Hazard Mitigation Grant Program (HMGP) at 75% with a 25% City's matching contribution. The scope of work for this project includes the replacement of the bay door with a wind-resistant door, and the installation of a manual transfer switch. Due to a cost increase, the initial funding allocation was quickly depleted by the purchase and installation of the bay door. City's staff requested additional support from FEMA to complete the project. FEMA granted additional funding with a 25% match requirement. We are requesting additional funding allocation from fund balance in the amount of \$13,908.99.

ANALYSIS: The following items are included in the first Fiscal Year 2025 budget amendment:

Fire & EMS CIP Fund (381) – Exhibit A

Revenues (\$43,553.07 adjustment)

- Appropriation of Fund Balance: Increase \$43,553.07 from the Fire & EMS Fund Balance to appropriate funding for the completion of the three Fire Station's Project (CIP Project #53020, #53022 & #53023) as shown below.

Expenses (\$43,553.07 adjustment)

- Fire Station #19 Project (CIP Project #53020): Increase the construction account by \$9,381.92.
- Fire Station #84 Project (CIP Project #53022): Increase the construction account by \$20,262.16
- Fire Station #100 Project (CIP Project #53023): Increase the construction account by \$13,908.99

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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 2025 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 2025 Operating and Capital Improvement Program Budget; and

WHEREAS, the proposed amendment to the Fiscal Year 2025 Operating and Capital Improvement Program Budget is set forth in Exhibit "A," 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

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

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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 2025 operating and capital improvement budget.

NOW, THEREFORE, BE IT RESOLVED 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 2025 Operating and Capital Improvement Program Budget as set forth in Exhibit “A,” 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, 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.

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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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6/10/25

PASSED FIRST READING: _____

PASSED AND ADOPTED ON SECOND READING: _____

Mayor, Wayne M. Messam

Vice Mayor, Yvette Colbourne

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 Maxwell B. Chambers	_____
Commissioner Avril Cherasard	_____
Vice Mayor Yvette Colbourne	_____
Commissioner Carson Edwards	_____
Mayor Wayne M. Messam	_____

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Exhibit A

CITY OF MIRAMAR
EXHIBIT "A"
BUDGET REVISION
FIRE & EMS CIP FUND (381)

REVENUE/EXPENSE TYPE	ACCOUNT DESCRIPTION	BUDGET LINE ITEM	BUDGET CODE NO.	AMOUNT
SOURCE OF FUNDS				
APPROPRIATION OF FUND BALANCE	APPROPRIATION OF FUND BALANCE	381-00-000-000-000-	399999-	\$ 43,553
	TOTAL SOURCE OF FUNDS			\$ 43,553
USE OF FUNDS				
CAPITAL IMPROVEMENT PROGRAM				
F.S. #19 Replace Bay Door & Install Transfer Switch (CIP Project #53020)				
	CIP-CONSTRUCTION	381-50-800-522-000-	606510-53020	\$ 9,382
	TOTAL F.S.#19 PROJECT			\$ 9,382
F.S. #84 Replace Bay Door & Install Transfer Switch (CIP Project #53022)				
	CIP-CONSTRUCTION	381-50-800-522-000-	606510-53022	\$ 20,262
	TOTAL F.S.#84 PROJECT			\$ 20,262
F.S. #100 Replace Bay Door & Install Transfer Switch (CIP Project #53023)				
	CIP-CONSTRUCTION	381-50-800-522-000-	606510-53023	\$ 13,909
	TOTAL F.S.#100 PROJECT			\$ 13,909
	TOTAL USE OF FUNDS			\$ 43,553