



City Commission

George "Bud" Scholl July 7, 2017
Mayor

Dana Goldman
Vice Mayor

Isaac Aelion
Commissioner

Jeanette Gatto
Commissioner

Larisa Svechin
Commissioner

Cathy Jackson
Miami-Dade County
Audit and Management Services Department
701 NW 1st Court – Suite 8-175
Miami, FL 33136

Re: Written Response to Charter County Transportation System Surtax Review

Christopher J. Russo
City Manager

Dear Ms. Jackson,

Hans Ottinot
City Attorney

We are in receipt of our Charter County Transportation System Surtax Review report dated June 16, 2017. The purpose of this letter is to provide a written response to the audit findings within thirty days, as required.

Jane A. Hines
City Clerk, MMC

Finding 1 – Use of Surtax Proceeds:

The City had \$188,756 of unspent Transportation Surtax Proceeds as of September 30, 2016.

Audit Recommendation:

Pursuant to CITT Resolution No. 09-055, The City should submit a revised Five-Year Transportation Plan to demonstrate how the \$188,756 will be used.

City Response:

Attached please find a revised Five-Year Transportation Plan demonstrating how the unspent funds of \$188,756 will be utilized during the 2017-18 Fiscal Year. Please note the City's original submission included a carryforward of \$166,479 (a portion of the \$188,756 noted by the auditors, resulting in an increase of only \$22,277 in unspent funds resulting from this review of 2009-2016).

Finding 2 – Accounting for Surtax-Related Expenditures:

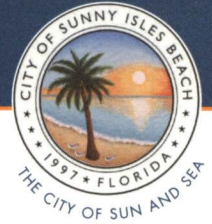
Documents supporting claimed expenditures (e.g. invoices) did not specify the funding source.

Audit Recommendation:

The City should specify the funding source to enhance accountability.

City Response:

The City has amended its accounting procedures for Transportation (capital projects-related expenditures) of surtax funds for Fiscal Year 2016-17 to specify the funding source as recommended. This has been accomplished by including a project-specific transfer from CITT (Streets and Transportation Fund) to the Capital Projects Fund for claimed expenditures. Funding source is readily available/visible on invoices paid for Transit (operating) expenditures.



Miami-Dade County
Audit and Management Services Department
Written Response to Charter County Transportation System Surtax Review
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Finding 3 – Shuttle Bus Maintenance Vendor:

From October 2008 through June 2012, contractor John Churchill was used by the City to maintain the SIB shuttle bus fleet, for an annual average fee of \$15,000, without a formal contract. It was not until July 2012 that Mr. Churchill was contracted to provide heating and air-conditioning services, and the Goodyear Tire and Rubber Co. for other maintenance services, in amounts not to exceed \$30,000 and \$60,000 annually. The Agreement with John Churchill was terminated in July 2016.

Audit Recommendation:

Prospectively, the City should endeavor to competitively solicit vendors, and formalize the Professional Service Agreements in writing.

City Response:

In July 2012, the City formalized its contracts with both shuttle bus fleet maintenance vendors, as noted above, self-correcting the noted deficiency. Under the oversight of the current Finance Director (hired July 2013), the City endeavors to follow its Purchasing Code (Chapter 62) as written, including following thorough competitive solicitation requirements. In 2016, after evaluation of shuttle bus fleet maintenance sources in our geographic area, and analysis of drug testing and background check requirements placed upon such vendors for their employees, the City contracted with another experienced governmental entity (the City of Hialeah, who operates and maintains a full service fleet maintenance facility) in order to provide proper and complete maintenance services on our shuttle bus fleet, by highly qualified personnel at the most reasonable price. This was formalized by Resolution 2016-2545 adopted by the City Commission on April 21, 2016 and Interlocal Agreement between the City of Sunny Isles Beach and the City of Hialeah dated May 10, 2016.

Finding 4 – Reporting Requirements:

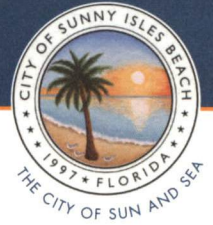
The City submitted most of the required reports, albeit some were received late. In addition, two Annual Certification Letters (FYs 2009 and 2010) and the 3rd Quarterly Report for 2009 were unavailable for review. Further, Quarterly Reports did not always agree to the General Ledger.

Audit Recommendation:

Prospectively, the City should submit Reports timely and accurately.

City Response:

The City shall endeavor to submit Reports timely and accurately. Current internal processes, including electronic/paperless document retention (implemented 2012-2013) and a new accounting system (implemented 10/1/2014), have enhanced our data storage



Miami-Dade County
Audit and Management Services Department
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and reporting capabilities. Each quarterly report submission is electronically stored with the corresponding General Ledger reports and other backup materials used to generate it. Invoices and other source documents are readily available in electronic form as far back as 2012-13.

We appreciate the professionalism and flexibility of the audit staff assigned to our review. If there is anything else we may provide in the future, please do not hesitate to contact us.

Sincerely,

Audra K. Curts-Whann
Finance Director

Cc: Christopher J. Russo, City Manager
Susan Simpson, CCS Director
Mauricio Betancur, Acting City Clerk

**PTP/TRANSIT
FIVE-YEAR MUNICIPAL TRANSIT IMPROVEMENT PROGRAM
& QUARTERLY REPORTING**

REVISED 07/07/2017

**Instructions: Please complete un-shaded portions of this spreadsheet.
Unhide rows at end of spreadsheet as needed.**

MUNICIPALITY:	City of Sunny Isles Beach
CONTACT NAME:	Audra K Curtis-Whann
TITLE / POSITION:	Finance Director
TELEPHONE:	305-792-1775
E-MAIL:	acurts@sibfl.net
REPORT DATE:	

Five Year Plan Revised due to County Review Findings and Current Year Budget Amendments 2016-2017

MOE: \$ 129,926

FY 2016-2017		FY 2017-2018		FY 2018-2019		FY 2019-2020		FY 2020-2021	
Current PTP Allocation	\$ 636,006	Current PTP Allocation	\$ 904,356	Current PTP Allocation	\$ 812,519	Current PTP Allocation	\$ 830,657	Current PTP Allocation	\$ 849,159
Prior Yr Unexpended	\$ 188,756	Prior Yr Unexpended	\$ -	Prior Yr Unexpended	\$ 0	Prior Yr Unexpended	\$ 0	Prior Yr Unexpended	\$ 0
Total Start	\$ 824,762	Total Start	\$ 904,356	Total Start	\$ 812,519	Total Start	\$ 830,658	Total Start	\$ 849,159

Project Name and Description	Project Location	Estimated Start/End Date	Total Project Cost (1)	Phase (2)	Funding Source	Amount	Phase (2)	Funding Source	Amount	Phase (2)	Funding Source	Amount	Phase (2)	Funding Source	Amount	Phase (2)	Funding Source	Amount
Operation of the Community Shuttle Bus Program which operates 12 hours per day, 7 days per week. Costs include staffing, fuel, repair & maintenance of buses, insurance, etc.	City-Wide	Start mm/yy	652,481		PTP	562,555		PTP	614,716		PTP	628,809		PTP	643,184		PTP	657,846
		10/01/2016			MOE	89,926		MOE	89,926		MOE	89,926		MOE	89,926		MOE	89,926
		End mm/yy																
		Ongoing																
Bus Replacement (Carryover from FY 15-16 - bus ordered but not delivered nor expensed.)	City-Wide	Start mm/yy	138,333		PTP	138,333		PTP	142,175		PTP	145,019		PTP	147,919		PTP	150,877
		09/16																
		End mm/yy																
		02/17																
Bus Shelter Improvements	City-Wide	Start mm/yy	84,600		PTP	84,600		PTP	104,400		PTP			PTP			PTP	
		11/16																
		End mm/yy																
		09/18																
Allowable administrative costs at 5% of total transit costs		Start mm/yy			PTP	39,274		PTP	43,065		PTP	38,691		PTP	39,555		PTP	40,436
		End mm/yy																
		Start mm/yy			PTP			PTP			PTP			PTP			PTP	
		End mm/yy																
		Start mm/yy			PTP			PTP			PTP			PTP			PTP	
		End mm/yy																

(1) FOR CAPITAL PROJECTS ONLY
(2) PHASE CODES:

CST: Construction
ROW: Right of Way Acquisition

PE: Preliminary Engineering
FS: Feasibility Study
PP: Procurement Process
SP: Service Planning
IP: Implementation Process
ON: On-Going
OTH: Other

FY 2016-2017		FY 2017-2018		FY 2018-2019		FY 2019-2020		FY 2020-2021	
TOTAL Projected Expenditure	\$ 914,688	TOTAL Projected Expenditure	\$ 994,282	TOTAL Projected Expenditure	\$ 902,445	TOTAL Projected Expenditure	\$ 920,584	TOTAL Projected Expenditure	\$ 939,085
PTP Projected Start	\$ 824,762	PTP Projected Start	\$ 904,356	PTP Projected Start	\$ 812,519	PTP Projected Start	\$ 830,658	PTP Projected Start	\$ 849,159
Less PTP Projected Expenditures	\$ 824,762	Less PTP Projected Expenditures	\$ 904,356	Less PTP Projected Expenditures	\$ 812,519	Less PTP Projected Expenditures	\$ 830,658	Less PTP Projected Expenditures	\$ 849,159
= PTP Projected Unexpended	\$ -	= PTP Projected Unexpended	\$ 0	= PTP Projected Unexpended	\$ 0	= PTP Projected Unexpended	\$ 0	= PTP Projected Unexpended	\$ 0

**PTP/TRANSPORTATION
FIVE-YEAR MUNICIPAL TRANSPORTATION IMPROVEMENT PROGRAM
& QUARTERLY REPORTING**

REVISED 07/07/2017

Instructions: Please complete un-shaded portions of this spreadsheet. Un-hide rows at the end of spreadsheet as needed.

MUNICIPALITY:	City of Sunny Isles Beach
CONTACT NAME:	Audra K Curtis-Whann
TITLE / POSITION:	Finance Director
TELEPHONE:	305-792-1775
E-MAIL:	acurts@sibfl.net
REPORT DATE:	

Five Year Plan Revised due to County Review Findings and Current Year Budget Amendments 2016-2017

FY 2016-2017			FY 2017-2018			FY 2018-2019			FY 2019-2020			FY 2020-2021		
Current PTP Allocation	\$	250,618	Current PTP Allocation	\$	-	Current PTP Allocation	\$	109,925	Current PTP Allocation	\$	110,235	Current PTP Allocation	\$	110,551
Prior Yr Unexpended	\$	-	Prior Yr Unexpended	\$	-	Prior Yr Unexpended	\$	-	Prior Yr Unexpended	\$	-	Prior Yr Unexpended	\$	-
Total Start	\$	250,618	Total Start	\$	-	Total Start	\$	109,925	Total Start	\$	110,235	Total Start	\$	110,551

MOE: \$ 129,926

Project Name and Description	Project Location	Estimated Start/End Date	Total Project Cost (1)	Phase (2)	Funding Source	Amount	Phase (2)	Funding Source	Amount	Phase (2)	Funding Source	Amount	Phase (2)	Funding Source	Amount	Phase (2)	Funding Source	Amount
Street Lighting and Maintenance	City-Wide	Start mm/yy			PTP	0		PTP			PTP			PTP			PTP	
		10/01/2016			MOE	40,000		MOE	40,000		MOE	40,000		MOE	40,000		MOE	40,000
		End mm/yy																
		09/30/2017																
Road Repairs	City-Wide	Start mm/yy			PTP			PTP			PTP			PTP			PTP	
		10/01/2016			Streets Fund	45,000												
		End mm/yy																
		09/30/2017																
Pedestrian Bridges	Collins Avenue Pedestrian Bridge at 174 Street / 180 Street	Start mm/yy			PTP			PTP			PTP	109,925		PTP	110,235		PTP	110,551
		11/19									Capital	2,100,000		Capital	4,350,000		Capital	2,250,000
		End mm/yy																
		11/21																
Pedestrian Emergency Bridge - Design, permitting and construction of a pedestrian emergency bridge where currently is inaccessible.	Connecting 172 Street on the south to 174 Street to the north	Start mm/yy			PTP	250,618		PTP			PTP			PTP			PTP	
		08/2015			Capital	5,051,612												
		End mm/yy																
		09/2017																
Collins Avenue Sidewalk Improvements - removing old damaged concrete and replacing it with pavers	Collins Avenue Sidewalk Improvements (east and west)	Start mm/yy			PTP			PTP			PTP			PTP			PTP	
		02/2019									Capital	500,000		Capital	1,000,000			
		End mm/yy																
		02/2020																
Roadway Resurfacing - milling and paving	Collins Avenue from south border at 158 Street to the William Lehman Causeway to the north	Start mm/yy			PTP			PTP			PTP			PTP			PTP	
		12/19									Capital	250,000		Capital	250,000		Capital	250,000
		End mm/yy																
		12/22																
Sunny Isles Blvd Street Improvements - repaving Sunny Isles Blvd inclusive of restriping and the crosswalk painting.	Sunny Isles Blvd from Collins Avenue to the east and the Intracoastal Waterway to the west	Start mm/yy			PTP			PTP			PTP			PTP			PTP	
		11/18						Capital	100,000									
		End mm/yy																
		05/19																
		Start mm/yy			PTP			PTP			PTP			PTP			PTP	
		End mm/yy																

(1) FOR CAPITAL PROJECTS ONLY

(2) PHASE CODES:

CST: Construction
ROW: Right of Way Acquisition
PE: Preliminary Engineering
FS: Feasibility Study
PP: Procurement Process
SP: Service Planning
IP: Implementation Process
ON: On-Going
OTH: Other

FY 2016-2017			FY 2017-2018			FY 2018-2019			FY 2019-2020			FY 2020-2021		
TOTAL Projected Expenditure	\$	5,387,230	TOTAL Projected Expenditure	\$	140,000	TOTAL Projected Expenditure	\$	2,999,925	TOTAL Projected Expenditure	\$	5,750,235	TOTAL Projected Expenditure	\$	2,650,551
PTP Projected Start	\$	250,618	PTP Projected Start	\$	-	PTP Projected Start	\$	109,925	PTP Projected Start	\$	110,235	PTP Projected Start	\$	110,551
Less PTP Projected Expenditures	\$	250,618	Less PTP Projected Expenditures	\$	-	Less PTP Projected Expenditures	\$	109,925	Less PTP Projected Expenditures	\$	110,235	Less PTP Projected Expenditures	\$	110,551
= PTP Projected Unexpended	\$	-	= PTP Projected Unexpended	\$	-	= PTP Projected Unexpended	\$	-	= PTP Projected Unexpended	\$	-	= PTP Projected Unexpended	\$	-



AUDIT AND MANAGEMENT SERVICES DEPARTMENT
OVERTOWN TRANSIT VILLAGE
701 NW 1st COURT – SUITE 8-175
MIAMI, FLORIDA 33136
TELEPHONE: 786-469-5900
FAX: 786-469-5933

June 16, 2017

Mr. Christopher J. Russo, City Manager
City of Sunny Isles Beach
18070 Collins Avenue
Sunny Isles Beach, Florida 33160

Re: Charter County Transportation System Surtax Review – City of Sunny Isles Beach

Dear Mr. Russo:

Enclosed is the above-captioned Audit Report that was previously discussed with your Staff. Although the Office of the Citizens' Independent Transportation Trust will be contacting you to resolve the audit findings, a written response is requested within 30 days.

We appreciate the courtesies and assistance provided to our staff during the audit process. Please contact Jacqueline Williams, Audit Manager, at 786-469-5900, if you have any questions or require further information.

Sincerely,

A handwritten signature in blue ink that reads "Cathy Jackson".

Cathy Jackson
Director

CJ:ag

Attachment


c: Charles D. Scurr, Executive Director, Office of the Citizens' Independent Transportation Trust
Audra K. Curts-Whann, Finance Director, City of Sunny Isles Beach

Memorandum



Date: June 16, 2017

To: Charles D. Scurr, Executive Director
Office of the Citizens' Independent Transportation Trust (OCITT)


From: Cathy Jackson, Director
Audit and Management Services Department

Subject: Audit Report – Charter County Transportation System Surtax Review –
City of Sunny Isles Beach

PURPOSE AND SCOPE

We performed a review of the City of Sunny Isles Beach's use of Charter County Transportation System Surtax (Surtax) Proceeds remitted by Miami-Dade County (County) for the eight years ended September 30, 2016. The primary objective was to ensure Surtax Proceeds were used in compliance with the *Interlocal Agreement for Distribution, Use and Reporting of Charter County Transit System Surtax Proceeds Levied by Miami-Dade County* (Interlocal Agreement) executed on July 10, 2007. Additionally, we assessed resolution of prior audit findings referenced in our Report dated September 10, 2009 (Exhibit I).

BACKGROUND

County Ordinance (Ordinance) No. 02-116, enacted on July 9, 2002, imposed a one-half of one percent Surtax on eligible sales transactions for Transportation-related projects. However, at least 20% of the Surtax Proceeds received by the County must be distributed to municipalities incorporated as of November 5, 2002, on a pro-rata basis using population statistics. The Surtax Program is administered by the Citizens' Independent Transportation Trust (CITT), a group comprised of 15 members appointed by the Board of County Commissioners, County Mayor, and Miami-Dade League of Cities.

Pursuant to the Interlocal Agreement, the City of Sunny Isles Beach (the City) must annually continue the same level of General Fund support for Transportation projects appropriated in its Fiscal Year (FY) 2002 Budget (Maintenance of Effort), which totaled \$129,926 (Table I). Surtax monies may be used to develop, construct, equip, maintain, operate, or expand County-wide bus systems, fixed guideway rapid transit systems, roads and bridges, as well as secure such bonds or pay debt service. Further, the City must apply at least 20% of the Surtax Proceeds to Transit-related projects, such as circulator buses, bus shelters, bus pullout bays, or other related infrastructure. *CITT Resolution No. 09-055*, adopted July 30, 2009, allows for the rollover of unspent Surtax funds for up to five years, provided the municipality's Five-Year Transportation Plan demonstrates how the funds will be used. Additionally, *CITT Resolution No. 15-027*, adopted May 20, 2015, allows for carryover credits in the event amounts expended are in excess of annual Surtax allocations. See Schedule I for summary financial information.

SUMMARY RESULTS

For the eight years ended September 30, 2016, the City received \$5.7 million in Surtax Proceeds and claimed Transit and Transportation-related expenditures totaling \$6.1 million (Table I and Schedule II). After adjusting claimed expenditures for the Maintenance of Effort (MOE) and other minor disallowances, the City has \$188,756 in unspent Transportation-related Surtax Proceeds as of September 30, 2016 (Schedule III).

Table I
Surtax Statistics

Description	Fiscal Year Ended September 30,								All Years
	2009	2010	2011	2012	2013	2014	2015	2016	
Maintenance of Effort (MOE)	\$ 129,926	\$ 129,926	\$ 129,926	\$ 129,926	\$ 129,926	\$ 129,926	\$ 129,926	\$ 129,926	\$ 1,039,408
Surtax Proceeds (Schedule IV)	\$ 547,355	\$ 593,184	\$ 613,819	\$ 706,920	\$ 752,852	\$ 795,768	\$ 834,090	\$ 869,990	\$ 5,713,978
Claimed Expenditures (Schedule II):									
Transit	\$ 435,022	\$ 555,911	\$ 648,836	\$ 574,313	\$ 674,617	\$ 562,178	\$ 563,719	\$ 782,562	\$ 4,797,158
Transportation	174,183	136,399	127,481	348,071	112,602	198,135	186,695	47,586	1,331,152
	\$ 609,205	\$ 692,310	\$ 776,317	\$ 922,384	\$ 787,219	\$ 760,313	\$ 750,414	\$ 830,148	\$ 6,128,310
Unspent Transportation-Related Surtax Proceeds ¹	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,988	\$ 188,756	
Key Account Balances (Schedule I): ^{1,2}									
Cash and Cash Equivalents				\$ 110,480	\$ 19,276	\$ 156,396	\$ 388,853	\$ 729,131	
Fund Balance				\$ 204,624	\$ 77,424	\$ 377,648	\$ 932,749	\$ 1,211,722	

Source: OCITT, and City Comprehensive Annual Financial Reports and General Ledgers

¹ As of September 30th.

² Fund was created in FY 2012 to record certain Surtax Program expenditures.

These and other findings are more fully discussed in the remainder of this document. We appreciate the courtesies and assistance extended to our staff during the audit process. A copy of this Report has been submitted to the City, with a written response requested within 30 days in accordance with *County Administrative Order No. 3-7*. Please contact Jacqueline Williams, Audit Manager, at (786) 469-5900, if you have any questions.

FINDINGS AND RECOMMENDATIONS

Use of Surtax Proceeds

The City claimed \$4.8 million in Transit expenditures that exceeded its 20% minimum spending threshold of \$1.1 million. These expenditures were for the operation of the *SIBshuttle* along three routes daily, excluding major holidays, at varying times from 7:45 am to 7:50 pm. The average combined monthly ridership is 12,542, or 151,000 annually (Table II).

As of October 31, 2016, the fleet was comprised of six shuttle buses, including two acquired through the County with American Recovery and Reinvestment Act (ARRA) funds (Table III). Weekly, three of the six buses are placed in service on a rotational basis. In FY 2014, the City realized \$37,561 from the sale of three buses that had been in service approximately ten years.

Table II
SIBshuttle Ridership

Month	For the Fiscal Year Ended September 30,							
	2009	2010	2011	2012	2013	2014	2015	2016
October	8,315	11,170	12,949	13,779	13,532	15,239	15,354	14,164
November	7,834	9,711	11,996	15,583	13,088	13,695	12,910	13,573
December	8,969	10,544	12,293	13,410	12,726	13,316	14,345	13,227
January	9,865	10,322	12,560	15,247	13,580	14,924	15,188	13,516
February	10,048	9,895	12,903	14,717	13,357	14,996	14,877	13,508
March	10,522	11,722	14,965	16,012	13,398	15,209	15,741	13,433
April	9,082	11,146	13,899	13,198	13,011	15,085	14,259	11,693
May	9,126	12,142	13,037	14,878	13,081	14,158	13,475	11,733
June	9,350	10,870	11,984	12,531	11,291	11,859	12,328	10,682
July	9,954	11,106	12,001	11,989	11,432	12,822	12,445	10,663
August	9,601	12,929	13,463	13,146	13,497	13,737	12,647	11,206
September	9,751	11,766	13,606	10,459	12,588	13,115	12,830	11,199
	<u>112,417</u>	<u>133,323</u>	<u>155,656</u>	<u>164,949</u>	<u>154,581</u>	<u>168,155</u>	<u>166,399</u>	<u>148,597</u>

Source: City Bus Ridership Reports

To meet its Transportation spending targets, the City claimed \$1.3 million primarily for the Pedestrian/Vehicular Bridge project and street lighting costs. After adjusting claimed amounts for the MOE, proceeds from bus sales, and minor disallowances, the City had \$188,756 in unspent Transportation Surtax Proceeds as of September 30, 2016 (Schedule III).

Table III
City Bus Fleet as of October 31, 2016

Bus Number	Description	Dimensions/ Passenger Capacity	Cost	Mileage Information		No. of Years In Service
				No. of Miles ¹	As of	
Inactive, and Pending Auction						
0620	2006 Ford E450	23'/21 passengers	\$ 79,450	127,044	05/15/15	10
Active/In-Service						
0830	2007 Ford E450	23'/21 passengers	75,411	133,205	10/23/16	9
1030	2010 Chevrolet C5550	33'/28 passengers	93,289	144,617	10/31/16	7
1224	2012 Ford F550	33'/28 passengers	101,398 ²	70,871	10/31/16	4
1225	2012 Ford F550	33'/28 passengers	101,398 ²	82,423	10/31/16	4
1226	2012 Ford F550	33'/28 passengers	108,884	90,953	10/31/16	4
1609	2016 Glaval Legacy	35'/32 passengers	167,426	10,911	10/31/16	1

Source: City Invoices and AMS Observations

¹ Pursuant to FTA guidelines, the average useful life for these buses is 7 or 10 years, or 200,000 or 350,000 miles, respectively.

² Acquired through an Interlocal Agreement with the County.

Recommendation

Pursuant to *CITT Resolution No. 09-055*, the City should submit a revised Five-Year Transportation Plan to demonstrate how the \$188,756 will be used.

Accounting for Surtax-Related Expenditures

Documents supporting claimed expenditures (e.g., invoices) did not specify the funding source.

Recommendation

The City should specify the funding source to enhance accountability.

Shuttle Bus Maintenance Vendor

From October 2008 through June 2012, contractor John Churchill was used by the City to maintain the *SIBshuttle* bus fleet, for an annual average fee of \$15,000, without a formal contract. It was not until July 2012 that Mr. Churchill was contracted to provide heating and air-conditioning services, and The Goodyear Tire and Rubber Co. for other maintenance services, in amounts not to exceed \$30,000 and \$60,000, respectively. The Agreement with John Churchill was terminated in July 2016.

Recommendation

Prospectively, the City should endeavor to competitively solicit vendors, and formalize Professional Service Agreements in writing.

Reporting Requirements

The City submitted most of the required reports, albeit some were received late. In addition, two Annual Certification letters (FYs 2009 and 2010) and the 3rd Quarterly Report for FY 2009 were unavailable for review. Further, Quarterly Reports did not always agree to the General Ledger.

Recommendation

Prospectively, the City should submit Reports timely and accurately.

CJ:ag

Attachments

c: Honorable Harvey A. Ruvin, Clerk of the Courts
Abigail Price-Williams, County Attorney
Edward Marquez, Deputy Mayor
Alina T. Hudak, Deputy Mayor
Jennifer Moon, Director, Office of Management and Budget
Neil R. Singh, Acting Commission Auditor
Christopher J. Russo, City Manager, City of Sunny Isles Beach

Charter County Transportation System Surtax Review - City of Sunny Isles Beach
Street Maintenance and Construction Fund ¹

Description	Fiscal Year Ended September 30,				
	2012	2013	2014	2015	2016
Balance Sheets					
Assets:					
Cash and Cash Equivalents	\$ 110,480	\$ 19,276	\$ 156,396	\$ 388,853	\$ 729,131
Investments	13,720	22,757	153,724	463,565	379,229
Receivables, Net	177,781	188,964	192,750	213,420	301,028
Interest Receivable	77	120	800	1,980	-
Inventory	1,717	3,722	2,514	3,720	1,246
Total Assets	\$ 303,775	\$ 234,839	\$ 506,184	\$ 1,071,538	\$ 1,410,634
Liabilities, Deferred Inflows of Resources, and Fund Balance:					
Liabilities:					
Accounts Payable	\$ 21,315	\$ 68,422	\$ 43,652	\$ 34,336	\$ 29,494
Accrued Liabilities	22,071	24,352	26,867	35,711	30,780
Deferred Revenues	55,765	-	-	-	-
Total Liabilities	99,151	92,774	70,519	70,047	60,274
Deferred Inflows of Resources	-	64,641	58,017	68,742	138,638
Fund Balance:					
Nonspendable Inventory	1,717	3,722	2,514	3,720	1,246
Restricted for Transportation	202,907	-	375,134	929,029	1,210,476
Assigned to Subsequent Year's Budget	-	73,702	-	-	-
Total Fund Balance	204,624	77,424	377,648	932,749	1,211,722
Total Liabilities and Fund Balance	\$ 303,775	\$ 234,839	\$ 506,184	\$ 1,071,538	\$ 1,410,634
Statements of Revenues, Expenditures and Changes in Fund Balance					
Revenues:					
Intergovernmental:					
Surtax Proceeds	\$ 699,469	\$ 744,952	\$ 792,983	\$ 831,491	\$ 803,426
Local Option Gas Tax	212,475	208,915	213,564	222,474	220,108
State Revenue Sharing	103,256	114,651	123,728	131,692	132,685
Miscellaneous	-	-	623	(623)	697
Licenses and Permits	-	-	-	7,300	23,656
Investment Income (Loss)	280	(459)	233	10,203	15,242
	1,015,480	1,068,059	1,131,131	1,202,537	1,195,814
Expenditures:					
Transportation	1,110,020	1,431,878	1,537,928	1,521,925	1,570,058
Capital Outlay	27,176	156,651	14,508	6,615	190,113
	1,137,196	1,588,529	1,552,436	1,528,540	1,760,171
Deficiency of Revenues over Expenditures	(121,716)	(520,470)	(421,305)	(326,003)	(564,357)
Other Financing Sources:					
Transfers-In	326,340	393,270	721,529	881,104	843,330
Net Change in Fund Balance	204,624	(127,200)	300,224	555,101	278,973
Fund Balance, Beginning of Year	-	204,624	77,424	377,648	932,749
Fund Balance, End of Year	\$ 204,624	\$ 77,424	\$ 377,648	\$ 932,749	\$ 1,211,722

Source: City of Sunny Isles Beach Comprehensive Annual Financial Reports and General Ledgers

¹ The *Street Maintenance and Construction Fund* was created in Fiscal Year 2012, and combines Surtax Proceeds, Local Option Gas Tax, State Revenue Sharing, and Other Revenues.

These Financial Statements are not complete without the accompanying Independent Auditor's Report and Notes.

Charter County Transportation System Surtax Review - City of Sunny Isles Beach
Summary of Claimed Expenditures, As Adjusted

Description	Fiscal Year Ended September 30,										All Years
	2009	2010	2011	2012	2013	2014	2015	2016			
Transit Expenditures: ¹											
Personnel Cost	\$ 302,084	\$ 387,807	\$ 393,940	\$ 339,738	\$ 366,076	\$ 380,756	\$ 378,224	\$ 408,050	\$ 2,956,675		
Shuttle Bus Maintenance and Repairs	52,129	64,654	55,709	94,772	48,974	40,040	68,527	91,351	516,156		
Gasoline	42,391	52,924	65,840	78,758	76,658	74,343	56,443	43,624	490,981		
Purchase of Shuttle Bus	21,860	30,908	93,289	-	108,884	-	-	167,426	369,599		
Administration Expense	4,077	6,330	30,685	26,232	35,540	36,470	40,485	43,207	265,387		
Tires	-	2,500	6,873	13,547	19,159	7,234	10,180	8,648	60,179		
Bus Shelter Maintenance and Repairs	-	2,500	2,500	2,576	15,001	4,866	-	2,705	34,306		
Shuttle Bus Equipment	-	-	-	9,809	7,550	2,739	1,990	1,800	29,539		
Promotions and Printing	9,975	-	-	7,550	15,001	4,549	2,990	1,800	26,864		
Uniforms and Accessories	2,506	6,209	-	1,331	958	4,410	3,478	3,325	22,217		
Shuttle Bus Insurance	-	4,571	-	-	-	6,771	-	5,377	16,719		
Education and Training	-	-	-	-	-	-	1,027	1,384	2,411		
Other	-	8	-	-	77	-	375	5,665	6,125		
Total Claimed Transit Expenditures	435,022	555,911	648,836	574,313	674,617	562,178	563,719	782,562	4,797,158		
Less AMS Adjustments:											
Proceeds from the Sale of Shuttle Buses	-	-	-	-	-	(37,561)	-	-	(37,561)		
Unsupported Charges:											
Promotions	(6,576)	-	-	-	-	-	-	-	(6,576)		
Shuttle Bus Maintenance and Repairs	(286)	-	(1,100)	-	-	-	-	-	(1,100)		
Tires	-	(1,249)	-	-	-	-	-	-	(286)		
Administrative Cost in Excess of 5% Maximum Allowance	-	-	-	-	-	-	-	-	(1,249)		
Total Claimed Transit Expenditures, As Adjusted	\$ 428,160	\$ 554,662	\$ 647,736	\$ 574,313	\$ 674,617	\$ 524,617	\$ 563,719	\$ 782,562	\$ 4,750,386		
Transportation Expenditures: ²											
Pedestrian/Vehicular Bridge at North Bay Road	79,630	-	-	291,371	27,150	136,000	36,939	-	571,090		
Street Lighting ¹	20,203	16,539	42,481	39,333	38,142	40,581	41,052	39,458	277,789		
Atlantic Isles Project - Atlantic Avenue Street Improvements	-	50,000	50,000	-	-	-	100,000	-	100,000		
174th Street Drainage	-	-	-	-	-	-	-	-	59,255		
Addition of Street Signage - Collins Avenue	9,255	50,000	-	17,367	40,352	-	-	-	57,719		
182nd Street, 183rd Street, and Collins Avenue Improvements ¹	-	-	30,000	-	-	-	-	-	30,000		
Heritage Park and Garage Roadway Entrance	-	-	-	-	6,958	13,602	8,704	8,128	37,392		
Street Maintenance and Repairs	20,000	-	-	-	-	-	-	-	20,000		
Collins Avenue Streetscape	20,000	-	-	-	-	-	-	-	20,000		
Atlantic Isle Roadway Improvements	-	-	-	-	-	-	-	-	19,860		
182nd Street and Collins Avenue Traffic Signal	-	19,860	-	-	-	-	-	-	14,095		
172nd Street Roadway Improvements	14,095	-	-	-	-	-	-	-	11,000		
Professional Services	11,000	-	-	-	-	7,952	-	-	7,952		
Collins Avenue Crosswalk Improvements	-	-	5,000	-	-	-	-	-	5,000		
North Bay Drainage - 17900 North Bay Road	-	-	127,481	348,071	112,602	198,135	186,695	47,586	1,331,152		
Total Claimed Transportation Expenditures	174,183	136,399	127,481	348,071	112,602	198,135	186,695	47,586	\$ 1,319,362		
Less AMS Adjustments:											
Ineligible Crossing Guard Services	(11,000)	-	-	-	-	-	-	-	(11,000)		
Unsupported Charges:											
Landscaping - Atlantic Isles Project	-	(646)	-	-	-	-	-	-	(646)		
Street Lighting	-	(144)	-	-	-	-	-	-	(144)		
Total Claimed Transportation Expenditures, As Adjusted	(11,000)	(790)	-	-	-	-	-	-	\$ 1,319,362		
	\$ 163,183	\$ 135,609	\$ 127,481	\$ 348,071	\$ 112,602	\$ 198,135	\$ 186,695	\$ 47,586	\$ 1,319,362		

Source: City of Sunny Isles Beach (City) General Ledgers and Comprehensive Annual Financial Reports

¹ For Fiscal Years (FYs) 2009 through 2011, expenditures were recorded in the *General Fund* and afterwards in the *Street Maintenance and Construction Fund*.

² Expenditures are from the *General Capital Projects Fund* except as noted.

Charter County Transportation System Surtax Review - City of Sunny Isles Beach
Surtax Proceeds Usage Analysis

Description	Fiscal Year Ended September 30,										All Years
	2009	2010	2011	2012	2013	2014	2015	2016			
Surtax Proceeds (Schedule IV) ¹	\$ 547,355	\$ 593,184	\$ 613,819	\$ 706,920	\$ 752,852	\$ 795,768	\$ 834,090	\$ 869,990	\$ 5,713,978		
Surtax Uses:											
Eligible Transit Expenditures (Schedule II)	\$ 428,160	\$ 554,662	\$ 647,736	\$ 574,313	\$ 674,617	\$ 524,617	\$ 563,719	\$ 782,562	\$ 4,750,386		
Less Amounts Used to Meet the Maintenance of Effort (MOE) Requirement	-	-	(2,445)	-	(17,324)	-	-	(82,340)	(102,109)		
Expenditures Available for Surtax Use	\$ 428,160	\$ 554,662	\$ 645,291	\$ 574,313	\$ 657,293	\$ 524,617	\$ 563,719	\$ 700,222	\$ 4,648,277		
Eligible Transportation Expenditures (Schedule II)	\$ 163,183	\$ 135,609	\$ 127,481	\$ 348,071	\$ 112,602	\$ 198,135	\$ 186,695	\$ 47,586	\$ 1,319,362		
Transit Expenditures Applied to Meet the MOE	-	-	2,445	-	17,324	-	-	82,340	102,109		
Less MOE	(129,926)	(129,926)	(129,926)	(129,926)	(129,926)	(129,926)	(129,926)	(129,926)	(1,039,408)		
Expenditures Available for Surtax Use	\$ 33,257	\$ 5,683	\$ -	\$ 218,145	\$ -	\$ 68,209	\$ 56,769	\$ -	\$ 382,063		
AMS Analysis:											
Transit-Related Expenditures:											
Expenditures Available for Surtax Use	\$ 428,160	\$ 554,662	\$ 645,291	\$ 574,313	\$ 657,293	\$ 524,617	\$ 563,719	\$ 700,222	\$ 4,648,277		
Less 20% Minimum Amount ²	(109,471)	(118,637)	(122,764)	(141,384)	(150,570)	(159,154)	(166,818)	(173,998)	(1,142,796)		
Excess Expenditures	\$ 318,689	\$ 436,025	\$ 522,527	\$ 432,929	\$ 506,723	\$ 365,463	\$ 396,901	\$ 526,224	\$ 3,505,481		
Analysis of Excess Expenditures Rollover Amounts:											
Beginning Carry-Forward Balance, As Restated (Schedule III-A)	\$ (494,882)	\$ (408,944)	\$ (376,105)	\$ (407,577)	\$ (493,115)	\$ (397,556)	\$ (194,614)	\$ -	\$ (494,882)		
Excess Expenditures Applied	(318,689)	(436,025)	(522,527)	(432,929)	(506,723)	(365,463)	(396,901)	(526,224)	(3,505,481)		
Excess Expenditures Applied to Reduce Unspent Transportation-Related Surtax Proceeds	404,627	468,864	491,055	347,391	602,282	568,405	591,515	526,224	4,000,363		
Remaining Carry-Forward Credit	\$ (408,944)	\$ (376,105)	\$ (407,577)	\$ (493,115)	\$ (397,556)	\$ (194,614)	\$ -	\$ -	\$ -		
Transportation-Related Expenditures:											
Expenditures Available for Surtax Use	\$ 33,257	\$ 5,683	\$ -	\$ 218,145	\$ -	\$ 68,209	\$ 56,769	\$ -	\$ 382,063		
Less Remaining 80% Amount ²	(437,884)	(474,547)	(491,055)	(565,536)	(602,282)	(636,614)	(667,272)	(695,992)	(4,571,182)		
Increase In Unspent Funds	(404,627)	(468,864)	(491,055)	(347,391)	(602,282)	(568,405)	(610,503)	(695,992)	(4,189,119)		
Analysis of Unspent Rollover:											
Beginning Balance, As Restated (Schedule III-A)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,988	\$ -		
Increase In Unspent Amounts	404,627	468,864	491,055	347,391	602,282	568,405	610,503	695,992	4,189,119		
Excess Transit Expenditures Applied	(404,627)	(468,864)	(491,055)	(347,391)	(602,282)	(568,405)	(591,515)	(526,224)	(4,000,363)		
Remaining Unspent Amount	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,988	\$ 188,756	\$ 188,756		

¹ Amounts differ from those reported by the City of Sunny Isles Beach due to timing differences.

² At least 20% of the Surtax Proceeds must be used on Transit-related projects, such as circulator buses, and the remaining funds (80%) are earmarked for eligible Transportation projects.

Charter County Transportation System Surtax Review - City of Sunny Isles Beach

Surtax Proceeds Usage Analysis, as Restated ¹

Description	Fiscal Year Ended September 30,					All Years
	2003	2004	2005	2006	2007	2008
Surtax Proceeds (Schedule IV)	\$ 293,299	\$ 449,411	\$ 486,866	\$ 548,772	\$ 555,020	\$ 582,250
Surtax Uses:						
Eligible Transit Expenditures ²	\$ 143,818	\$ 497,739	\$ 184,687	\$ 422,668	\$ 455,817	\$ 470,263
Eligible Transportation Expenditures ²	\$ 147,944	\$ 348,321	\$ 557,126	\$ 258,325	\$ 339,989	\$ 363,359
Less Maintenance of Effort	(129,926)	(129,926)	(129,926)	(129,926)	(129,926)	(129,926)
Expenditures Available for Surtax Use	\$ 18,018	\$ 218,395	\$ 427,200	\$ 128,399	\$ 210,063	\$ 233,433
AMIS Analysis:						
Transit-Related Expenditures:						
Expenditures Available for Surtax Use	\$ 143,818	\$ 497,739	\$ 184,687	\$ 422,668	\$ 455,817	\$ 470,263
Less 20% Minimum Amount ³	(58,660)	(89,882)	(97,373)	(109,754)	(111,004)	(116,450)
Excess Expenditures	\$ 85,158	\$ 407,857	\$ 87,314	\$ 312,914	\$ 344,813	\$ 353,813
Analysis of Excess Expenditures Rollover Amounts:						
Beginning Balance	\$ -	\$ -	\$ (135,260)	\$ (222,574)	\$ (262,576)	\$ (373,436)
Excess Expenditures Applied	(85,158)	(407,857)	(87,314)	(312,914)	(344,813)	(353,813)
Excess Expenditures Applied to Reduce Unspent Transportation-Related Surtax Proceeds	85,158	272,597	-	272,912	233,953	232,367
Remaining Carry-Forward Credit	\$ -	\$ (135,260)	\$ (222,574)	\$ (262,576)	\$ (373,436)	\$ (494,882)
Transportation-Related Expenditures:						
Expenditures Available for Surtax Use	\$ 18,018	\$ 218,395	\$ 427,200	\$ 128,399	\$ 210,063	\$ 233,433
Less Remaining 80% Amount ³	(234,639)	(359,529)	(389,493)	(439,018)	(444,016)	(465,800)
(Increase) Decrease in Unspent Amounts	\$ (216,621)	\$ (141,134)	\$ 37,707	\$ (310,619)	\$ (233,953)	\$ (232,367)
Analysis of Unspent Rollover:						
Beginning Balance	\$ -	\$ 131,463	\$ -	\$ (37,707)	\$ -	\$ -
Increase (Decrease) In Unspent Amounts	216,621	141,134	(37,707)	310,619	233,953	232,367
Excess Transit Expenditures Applied	(85,158)	(272,597)	-	(272,912)	(233,953)	(232,367)
Remaining Unspent Amount	\$ 131,463	\$ -	\$ (37,707)	\$ -	\$ -	\$ -

¹ Amounts have been restated to reflect the impact of CITT Resolution Nos. 09-035 and 15-027, that allows for the rollover of unspent Surtax funds and carry-forward credits, respectively.

² See the September 10, 2009 Audit Report for additional details.

³ At least 20% of the Surtax Proceeds must be used on Transit-related projects, such as circulator buses, and the remaining funds (80%) are earmarked for eligible Transportation projects.

**Charter County Transportation System Surtax Review
Summary of Payments to Municipalities**

Municipality	Fiscal Year Ended September 30,											All Years			
	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013		2014	2015	2016
City of Miami ¹	\$ 6,905,410	\$ 10,580,915	\$ 11,208,930	\$ 12,562,541	\$ 12,855,629	\$ 12,574,719	\$ 11,545,439	\$ 11,946,673	\$ 13,113,576	\$ 13,555,331	\$ 14,564,114	\$ 15,424,405	\$ 16,414,208	\$ 16,889,133	\$ 180,141,023
City of Hialeah	4,382,718	6,715,483	7,014,990	7,730,686	7,656,151	7,336,976	6,672,306	6,709,589	7,117,975	7,623,497	8,118,432	8,457,199	8,983,772	9,243,159	103,762,933
City of Miami Beach	1,686,079	2,583,517	2,719,756	3,029,839	3,108,056	2,960,734	2,736,361	2,765,507	2,916,205	2,978,728	3,166,271	3,351,080	3,552,358	3,670,335	41,224,826
City of North Miami	1,136,965	1,742,129	1,805,505	1,989,253	2,004,095	1,919,328	1,759,840	1,755,291	1,836,714	1,994,866	2,107,503	2,212,494	2,328,969	2,454,241	27,047,193
City of Miami Gardens ²	-	-	-	-	-	-	-	-	-	10,352,937	3,837,951	3,985,238	4,199,539	4,336,722	26,712,387
City of Homestead	621,791	952,745	1,051,671	1,208,129	1,275,853	1,387,011	1,681,886	1,747,262	1,809,949	2,053,440	2,204,159	2,354,015	2,519,902	2,669,792	23,537,605
City of Coral Gables	810,009	1,241,148	1,298,953	1,467,752	1,480,710	1,426,754	1,302,297	1,346,817	1,429,343	1,587,452	1,685,507	1,781,041	1,897,394	1,955,854	20,711,031
City of North Miami Beach	799,300	1,224,740	1,267,423	1,402,019	1,366,735	1,307,355	1,195,378	1,202,159	1,260,998	1,409,058	1,493,737	1,566,354	1,659,574	1,733,203	18,888,033
City of Aventura	495,408	759,096	818,788	933,612	947,021	946,296	887,089	912,935	977,774	1,213,562	1,280,248	1,385,071	1,436,028	1,494,036	14,486,964
Town of Miami Lakes ¹	460,331	705,348	737,093	822,002	822,114	876,926	760,175	774,921	810,925	996,347	1,052,533	1,095,293	1,172,205	1,209,319	12,295,532
City of Doral ²	-	-	-	-	-	-	-	-	-	3,642,653	1,667,049	1,767,800	1,925,900	2,120,606	11,124,008
Village of Palmetto Bay	459,612	704,246	745,086	824,252	823,908	807,842	734,476	740,194	789,514	794,405	841,373	879,379	930,008	952,951	11,027,246
Town of Cutler Bay ^{2,3}	-	-	-	-	-	-	-	-	-	3,886,873	1,453,608	1,541,361	1,643,660	1,721,858	10,247,360
City of Hialeah Gardens	373,801	572,763	604,331	676,565	681,956	657,921	598,273	615,769	659,652	737,631	780,808	816,410	859,975	904,713	9,540,568
City of Sunny Isles Beach	293,299	449,411	486,866	548,772	555,020	582,250	547,355	593,184	613,819	706,920	752,852	795,768	834,090	869,990	8,629,596
Village of Pinecrest ⁴	361,540	553,977	579,684	639,364	646,631	627,523	14,305	572,099	612,279	618,387	1,205,816	686,122	723,235	737,876	8,578,838
City of Opa-locka ¹	291,102	446,045	468,652	533,416	513,020	497,615	448,435	445,408	480,123	516,448	552,018	580,600	556,122	550,052	6,419,327
City of Miami Springs	259,738	397,985	412,534	456,196	459,533	440,937	398,334	398,681	421,632	468,600	496,146	522,095	550,052	562,418	6,244,701
City of Sweetwater ¹	270,238	414,075	429,218	472,215	477,595	458,867	418,273	419,090	350,048	368,080	390,842	326,534	275,281	273,778	5,344,134
City of South Miami	203,889	312,415	323,655	360,476	351,494	338,279	308,347	328,868	357,423	395,573	443,069	504,946	538,750	546,219	5,313,403
Village of Key Biscayne	202,733	310,644	333,638	369,378	379,639	368,354	333,808	339,806	358,459	418,886	443,069	461,282	489,679	502,197	5,311,572
Miami Shores Village	197,655	302,860	313,826	346,278	348,437	335,963	301,400	313,310	340,930	345,317	368,810	384,663	408,970	419,557	4,727,976
City of Florida City	153,748	235,582	254,464	288,454	291,983	295,447	272,056	299,755	320,951	381,591	419,450	440,752	477,906	498,385	4,630,524
North Bay Village	126,762	194,231	198,770	218,913	215,921	186,169	167,474	200,385	214,742	242,190	263,374	279,848	299,797	314,789	3,123,365
City of West Miami	113,307	173,613	185,212	202,961	194,190	184,561	167,123	167,329	180,093	202,418	214,600	224,057	235,786	241,053	2,686,303
Town of Surfside	95,908	146,959	157,799	184,160	144,185	223,419	168,610	170,243	180,473	194,919	206,033	214,832	226,558	229,428	2,543,526
Town of Bay Harbor Islands	96,989	148,613	155,936	172,145	173,190	167,339	150,306	151,009	160,052	190,982	201,912	214,053	227,105	231,953	2,441,584
Village of Biscayne Park	62,045	95,070	104,750	117,666	110,586	106,676	97,167	96,222	100,460	103,670	110,094	115,264	122,506	125,900	1,468,076
Bal Harbour Village	44,592	68,325	70,576	77,979	78,619	76,184	68,729	67,579	71,151	80,594	89,667	110,690	113,983	114,472	1,377,217
Village of Virginia Gardens	47,795	73,232	76,045	84,400	84,367	82,000	73,663	73,579	77,875	78,896	83,900	87,815	88,880	96,229	1,069,609
Village of El Portal ¹	21,186	32,464	33,963	37,170	37,616	41,385	33,052	33,111	35,277	28,436	29,889	31,913	33,823	34,442	463,727
Town of Medley	17,511	26,830	27,952	32,999	24,732	7,016	37,226	27,846	29,686	31,187	33,042	34,366	35,427	36,766	402,586
Town of Golden Beach ¹	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Indian Creek Village ⁵	625	955	931	1,093	-	-	-	-	-	58,285,152	\$ 50,643,530	\$ 52,721,784	\$ 55,855,796	\$ 57,288,164	\$ 582,545,291

Source: Office of the Citizens' Independent Transportation Trust (OCITT) and the County's Financial Accounting Management Information System

¹ Amounts are net of withholdings of \$76,553 from the Town of Miami Lakes, \$983,000 from the Town of Golden Beach, \$658,577 from the City of Opa-locka, \$276,000 from the City of Miami, and \$84,069 from the Village of El Portal, due to specific instances of noncompliance.² Pursuant to the respective Interlocal and/or Settlement Agreements, these Municipalities, which were incorporated after November 2002, are receiving a share of the County's Surtax Proceeds consistent with the other Municipal distributions.³ As per OCITT, Municipality received \$3,000 in excess of amounts due for Fiscal Year (FY) 2012, which was corrected in FY 2013.⁴ Amount in 2009 is net of \$551,589 returned by the Village of Pinecrest for their unspent Transit portion of funding as of September 30, 2007. In FY 2013, OCITT returned the monies to the Village.⁵ A total of \$25,648 has been withheld from Indian Creek Village, at their request, since FY 2007.

Charter County Transportation System Surtax Review – City of Sunny Isles Beach (City)
Status of Prior Audit Findings¹

Finding	Recommendation	Auditee Response	Current Status
General Fund Support			
The City reported \$92,000 as its Maintenance of Effort (MOE), however, we identified an additional \$37,926 related to the existing Community Shuttle Bus operation, as well as street lighting projects.	Require the City to certify the corrected MOE of \$129,926 within 30 days.	The City will certify the correct MOE.	<u>Resolved</u> The City certified the correct MOE amount of \$129,926.
Use of Surtax Proceeds			
The City was unable to expend \$139,075 in Surtax Proceeds.	Recapture the \$139,075 or allow rollover in subsequent periods in accordance with recently approved Citizens' Independent Transportation Trust (CITT) guidelines.	CITT Resolution No. 09-055 will allow us to roll over these funds and avoid any recapture.	<u>Resolved</u> After applying the changes permitted pursuant to CITT Resolution Nos. 09-055 and 15-027, the previously reported unspent amount was fully eliminated as of September 30, 2008.
Certification and Reporting Requirements			
The City could not provide our auditors certain annual reports. Moreover, the Fiscal Year 2008 Certification letter omitted the required affirmation that Transit Surtax funds had been used in accordance with the Interlocal Agreement, as Amended.	Prospectively, the City should submit all required reports to OCITT.	It was our understanding that submittal of the approved budget, transportation plan, and a copy of the annual independent audit was all that was required.	<u>Partially Resolved</u> The City submitted most of the required reports, although some were received late. See Page 4 of the Audit Report.
Signage			
The City had no evidence of required signage on the existing Community Shuttle Buses.	Instruct the City to post the signage as required.	We will provide the signage once a sample is provided.	<u>Resolved</u>

¹ For the full text, see the Audit Report dated September 10, 2009 and the City's September 25, 2009 Response.