



**Town of Surfside
Special Town Commission Meeting
First Budget Hearing
AGENDA
September 13, 2021
5:01 p.m.**

Town Hall Commission Chambers - 9293 Harding Ave, 2nd Floor
Surfside, FL 33154

1. Opening

A. Call to Order

B. Roll Call of Members

2. Discussion Regarding Millage Rate and Budget – Andrew Hyatt, Town Manager

3. Millage Rate Adoption Resolution - Andrew Hyatt, Town Manager

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA, ADOPTING A PROPOSED MILLAGE RATE OF 4.3499 MILLS FOR THE FISCAL YEAR 2022, WHICH IS GREATER THAN THE ROLLED BACK RATE OF 4.1046 MILLS COMPUTED PURSUANT TO STATE LAW BY 5.98%; CONFIRMING THE DATE OF THE SECOND BUDGET PUBLIC HEARING; AND PROVIDING FOR AN EFFECTIVE DATE.

4. Public Comment

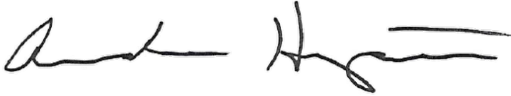
5. Budget Adoption Resolution - Andrew Hyatt, Town Manager

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA, ADOPTING A TENTATIVE BUDGET FOR THE FISCAL YEAR COMMENCING OCTOBER 1, 2021 AND ENDING SEPTEMBER 30, 2022; CONFIRMING THE DATE OF THE SECOND PUBLIC HEARING; PROVIDING FOR INCORPORATION OF RECITALS; AND PROVIDING FOR AN EFFECTIVE DATE.

6. Public Comment

7. Adjournment

Respectfully submitted,



Andrew Hyatt
Town Manager

THIS MEETING IS OPEN TO THE PUBLIC. IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT OF 1990, ALL PERSONS THAT ARE DISABLED; WHO NEED SPECIAL ACCOMMODATIONS TO PARTICIPATE IN THIS MEETING BECAUSE OF THAT DISABILITY SHOULD CONTACT THE OFFICE OF THE TOWN CLERK AT 305-861-4863 EXT. 226 NO LATER THAN FOUR DAYS PRIOR TO SUCH PROCEEDING.

IN ACCORDANCE WITH THE PROVISIONS OF SECTION 286.0105, FLORIDA STATUTES, ANYONE WISHING TO APPEAL ANY DECISION MADE BY THE TOWN OF SURFSIDE COMMISSION, WITH RESPECT TO ANY MATTER CONSIDERED AT THIS MEETING OR HEARING, WILL NEED A RECORD OF THE PROCEEDINGS AND FOR SUCH PURPOSE, MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE WHICH RECORD SHALL INCLUDE THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED.

AGENDA ITEMS MAY BE VIEWED AT THE OFFICE OF THE TOWN CLERK, TOWN OF SURFSIDE TOWN HALL, 9293 HARDING AVENUE. ANYONE WISHING TO OBTAIN A COPY OF ANY AGENDA ITEM SHOULD CONTACT THE TOWN CLERK AT 305-861-4863. A COMPLETE AGENDA PACKET IS ALSO AVAILABLE ON THE TOWN WEBSITE AT www.townofsurfsidefl.gov.

TWO OR MORE MEMBERS OF OTHER TOWN BOARDS MAY ATTEND THIS MEETING.

THESE MEETINGS MAY BE CONDUCTED BY MEANS OF OR IN CONJUNCTION WITH COMMUNICATIONS MEDIA TECHNOLOGY, SPECIFICALLY, A TELEPHONE CONFERENCE CALL. THE LOCATION 9293 HARDING AVENUE, SURFSIDE, FL 33154, WHICH IS OPEN TO THE PUBLIC, SHALL SERVE AS AN ACCESS POINT FOR SUCH COMMUNICATION.



MEMORANDUM

ITEM NO. 3

To: Honorable Mayor, Vice-Mayor and Members of the Town Commission
From: Andrew Hyatt, Town Manager
Date: September 13, 2021
Subject: Millage Rate Adoption Resolution

The Town is legally obliged to adopt an annual operating millage rate. The Town does not have a voted debt service millage rate. Last year, the Town's operating millage rate was 4.3499 mills, or \$4.35 per \$1,000 of taxable value. The "rolled-back" millage rate (the millage rate that would generate the same property tax revenue as the Town received last year, but based upon the current year's taxable value on properties that existed last fiscal year) is 4.1046 mills, which is less than the current millage rate. The overall taxable value in the Town increased by 5.3%. Existing property values increased 5.3% and new construction added 0.05% to the taxable value of the Town. Maintaining the millage rate at 4.3499 mills is proposed.

This will be the first of two public hearings regarding the millage rate. The Commission may make modifications downward to the millage at this meeting, but it may not increase the rate that was noticed to property owners. After tentatively adopting the budget and millage rate, the Town will be required to publish two display advertisements. One will summarize the total budgets of each of the Town's funds, together with fund balances or reserves available for appropriation. The other advertisement will be a notice of a proposed tax increase and second public hearing on the budget and tentatively adopted millage rate. The adoption of the budget is inseparable from the adoption of the Town's operating millage rate. The proposed millage rate of 4.3499 mills is higher than the rolled-back rate of 4.1046 mills by 5.98%.

If the Commission fails to adopt a millage rate, the law will require the tax collector to use the rolled-back rate of 4.1046 mills instead of the proposed 4.3499 mills.

The Town's Administration recommends approval of the resolution that would tentatively adopt the FY 2022 millage rate.

Reviewed by LA/JG

Prepared by: AM

RESOLUTION NO. 2021-_____

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA, ADOPTING A PROPOSED MILLAGE RATE OF 4.3499 MILLS FOR THE FISCAL YEAR 2022, WHICH IS GREATER THAN THE ROLLED BACK RATE OF 4.1046 MILLS COMPUTED PURSUANT TO STATE LAW BY 5.98%; CONFIRMING THE DATE OF THE SECOND BUDGET PUBLIC HEARING; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, pursuant to Section 200.065, Florida Statutes, the Miami-Dade County Property Appraiser (“Property Appraiser”) has certified the taxable value within the Town of Surfside (the “Town”) for the year 2021 which includes all real property within the Town; and

WHEREAS, on July 22, 2021, the Town Commission held a budget meeting on the proposed millage rate and budget for the fiscal year commencing October 1, 2021 and ending September 30, 2022, and further scheduled public hearings on the millage rate as required by Section 200.065, Florida Statutes, with the first hearing on September 13, 2021 at 5:01 P.M., and the second hearing scheduled for September 23, 2021 at 5:01 P.M., both at Town of Surfside Town Hall, Commission Chambers, 9293 Harding Avenue, Surfside, Florida 33154; and

WHEREAS, the Town Commission and the Town Manager have reviewed the Town’s proposed Fiscal Year 2022 Budget, considered an estimate of the necessary expenditures contemplated for in the Budget, and have determined that the proposed millage rate levy set forth herein provides the necessary funds for such expenditures.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA, AS FOLLOWS:

Section 1. Recitals Adopted. That the above-stated recitals are hereby adopted and confirmed.

Section 2. Adopting Proposed Millage Rate. The millage rate of 4.3499 mills is hereby adopted as the proposed millage rate for the Town of Surfside.

Section 3. Announcing Percentage Increase. The proposed millage rate of 4.3499 mills is greater than the rolled-back rate of 4.1046 mills by 5.98%.

Section 4. Effective Date. That this Resolution shall become effective immediately upon adoption.

PASSED AND ADOPTED on this 13th day of September, 2021.

Motion By: _____

Second By: _____

FINAL VOTE ON ADOPTION:

Commissioner Charles Kesl _____

Commissioner Eliana R. Salzhauer _____

Commissioner Nelly Velasquez _____

Vice Mayor Tina Paul _____

Mayor Charles W. Burkett _____

Charles W. Burkett, Mayor

ATTEST:

Sandra McCready, MMC
Town Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

Weiss Serota Helfman Cole & Bierman, P.L.
Town Attorney



MEMORANDUM

ITEM NO. 5

To: Honorable Mayor, Vice-Mayor and Members of the Town Commission
From: Andrew Hyatt, Town Manager
Date: September 13, 2021
Subject: FY 2022 Budget Adoption Resolution

The Town is legally obliged to adopt an annual budget. The Town has had previous workshops and meetings regarding the FY 2022 proposed budget in anticipation of the public hearing. Since the last meeting on the budget, staff has incorporated the changes requested by the Commission. Property owners have received their annual Truth-in-Millage (TRIM) notices advising them of their proposed property taxes and the date, time, and place of the hearing. The full budget has been made available for public inspection.

This will be the first of two public hearings regarding the budget. The Commission may make modifications to the budget at this meeting and at the final meeting. The adoption of the budget is inseparable from the adoption of the Town's operating millage rate.

The FY 2022 General Fund operating budget is proposed at \$17,061,774. The Capital Projects budget is proposed at \$332,500. The Tourist Resort budget is proposed at \$3,517,323. The Police Forfeiture budget is proposed at \$107,159. The Municipal Transportation budget is proposed at \$287,097. The Building fund budget is proposed at \$1,125,469. The Water and Sewer fund budget is proposed at \$4,473,190. The Municipal Parking budget is proposed at \$1,264,180. The Solid Waste fund budget is proposed at \$1,811,003. The Stormwater fund budget is proposed at \$889,000. The Fleet Management fund is proposed at \$780,044.

In accordance with the Town Commission's direction at the July 22, 2021 Special Town Commission Meeting, the recommended program modifications and capital improvement projects have been included in the tentative FY 2022 budget. A summary of the recommended changes is provided in the attached Supplement to Tentative FY 2022 Budget Commission Communication.

The Town's Administration recommends approval of the resolution that would tentatively adopt the FY 2022 budget.

Reviewed by LA/JG

Prepared by: AM

RESOLUTION NO. 2021-_____

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA, ADOPTING A TENTATIVE BUDGET FOR THE FISCAL YEAR COMMENCING OCTOBER 1, 2021 AND ENDING SEPTEMBER 30, 2022; CONFIRMING THE DATE OF THE SECOND PUBLIC HEARING; PROVIDING FOR INCORPORATION OF RECITALS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, pursuant to Section 200.065, Florida Statutes, the Miami-Dade County Property Appraiser (“Property Appraiser”) has certified the taxable value within the Town of Surfside (the “Town”) for the year 2021 which includes all real property within the Town; and

WHEREAS, on July 22, 2021, the Town Commission held a budget meeting on the proposed budget and operating millage rate for the fiscal year commencing October 1, 2021 and ending September 30, 2022, and further scheduled public hearings on the budget and millage rate as required by Section 200.065, Florida Statutes, with the first hearing on September 13, 2021 at 5:01 P.M. and the second hearing on September 23, 2021 at 5:01 P.M., both at Town of Surfside Town Hall, Commission Chambers, 9293 Harding Avenue, Surfside, Florida 33154; and

WHEREAS, the Town Manager has submitted to the Town Commission a budget and an explanatory budget message for Fiscal Year 2022 showing estimates of revenues and expenditures, together with the character and object of expenditures and an estimate of all municipal projects pending or to be undertaken; and

WHEREAS, the Town Commission and the Town Manager have reviewed the Town’s proposed Fiscal Year 2022 Budget, considered an estimate of the necessary expenditures contemplated for in the Budget, and determined the proposed millage rate levy to provide the necessary funds for such expenditures.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA, AS FOLLOWS:

Section 1. Recitals Adopted. That the above-stated recitals are hereby adopted and confirmed.

Section 2. Adopting Tentative Budget. The Town’s Tentative Budget for the fiscal year commencing October 1, 2021 and ending September 30, 2022, is hereby approved and adopted as set forth in Exhibit “A” attached hereto and incorporated herein (“Tentative Budget”).

Section 3. Confirming Date of Second Public Hearing. The Town confirms that it will hold a second public hearing to finally adopt the millage rate and budget for fiscal year 2021/2022 on September 23, 2021 at 5:01 P.M., at Town of Surfside Town Hall, Commission Chambers, 9293 Harding Avenue, Surfside, Florida, 33154.

Section 4. Effective Date. That this Resolution shall become effective immediately upon adoption.

PASSED AND ADOPTED on this 13th day of September, 2021.

Moved By: _____
Second By: _____

FINAL VOTE ON ADOPTION

Commissioner Charles Kesl _____
Commissioner Eliana R. Salzhauer _____
Commissioner Nelly Velasquez _____
Vice Mayor Tina Paul _____
Mayor Charles W. Burkett _____

Charles W. Burkett, Mayor

ATTEST:

Sandra McCready, MMC
Town Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

Weiss Serota Helfman Cole & Bierman, P.L.
Town Attorney

EXHIBIT A

TENTATIVE BUDGET

FISCAL YEAR 2021-2022

TOWN OF SURFSIDE, FL
SUPPLEMENT TO TENTATIVE FY 2022 BUDGET COMMISSION COMMUNICATION
Summary of Recommended Changes to the FY 2022 Proposed Budget

GOVERNMENTAL FUNDS

GENERAL FUND:

General Fund Revenues

	Explanation	Increase	Decrease
First Local Option Fuel Tax	State estimate @ 95%	\$100	
Communications Services Tax	State estimate @ 95%		\$8,701
State - Municipal Revenue Sharing	State estimate @ 95%	\$11,689	
Half Cent Sales Tax	State estimate @ 95%	\$5,884	
Interfund Transfer: Municipal Transportation	Allowable transfer	\$1,017	
Total General Fund Revenue Adjustments		\$18,690	\$8,701
Net Revenue Change		\$9,989	

General Fund Expenditures

	Explanation	Increase	Decrease
Various - Health Insurance	Reduction in cost of employee health insurance plan		\$105,273
Total General Fund Expenditure Adjustments		\$0	\$105,273
Net Expenditure Change		(\$105,273)	

SPECIAL REVENUE FUNDS

TOURIST RESORT FUND:

Tourist Resort Fund Expenditures

	Explanation	Increase	Decrease
Tourist Bureau - Health Insurance	Reduction in cost of employee health insurance plan		\$3,325
Community Center - Health Insurance	Reduction in cost of employee health insurance plan		\$21,668
Total Tourist Resort Fund Expenditure Adjustments		\$0	\$24,993
Net Expenditure Change		(\$24,993)	

SPECIAL REVENUE FUNDS (cont)

**MUNICIPAL TRANSPORTATION FUND:
CITT / PTP / Municipal Transportation
Fund Revenues**

	Explanation	Increase	Decrease
Transportation Surtax Proceeds	Municipal Transportation Surtax adjusted to MDC estimate @95%	\$20,322	
Use of Restricted Fund Balance	Use of fund balance for expenditure adjustment		\$19,305
Total CITT Fund Revenue Adjustments		\$20,322	\$19,305
Net Revenue Change		\$1,017	

**CITT / PTP / Municipal Transportation
Fund Expenditures**

	Explanation	Increase	Decrease
Transfer to General Fund	Transfer increase from revenue estimate revision	\$1,017	
Total CITT Fund Expenditure Adjustments		\$1,017	\$0
Net Expenditure Change		\$1,017	

BUILDING FUND:

Building Fund Revenues

	Explanation	Increase	Decrease
Appropriated Fund Balance	Increase in use of fund balance from expenditure adjustments	\$17,439	
Total Building Fund Revenue Adjustments		\$17,439	\$0
Net Revenue Change		\$17,439	

Building Fund Expenditures

	Explanation	Increase	Decrease
Health Insurance	Reduction in cost of employee health insurance plan		\$7,761
Equipment Leasing	Sungard FY 2022 annual license	\$25,200	
Total Building Fund Expenditure Adjustments		\$25,200	\$7,761
Net Expenditure Change		\$17,439	

ENTERPRISE FUNDS**WATER AND SEWER FUND:****Water and Sewer Fund Expenses**

	Explanation	Increase	Decrease
Health Insurance	Reduction in cost of employee health insurance plan		\$9,332
	Total Water and Sewer Fund Expense Adjustments	\$0	\$9,332
	Net Expense Change	(\$9,332)	

MUNICIPAL PARKING FUND:**Municipal Parking Fund Expenses**

	Explanation	Increase	Decrease
Health Insurance	Reduction in cost of employee health insurance plan		\$11,738
	Total Municipal Parking Fund Expense Adjustments	\$0	\$11,738
	Net Expense Change	(\$11,738)	

SOLID WASTE FUND:**Solid Waste Fund Expenses**

	Explanation	Increase	Decrease
Health Insurance	Reduction in cost of employee health insurance plan		\$15,479
	Total Solid Waste Fund Expense Adjustments	\$0	\$15,479
	Net Expense Change	(\$15,479)	

STORMWATER FUND:**Stormwater Fund Expenses**

	Explanation	Increase	Decrease
Health Insurance	Reduction in cost of employee health insurance plan		\$1,980
	Total Stormwater Fund Expense Adjustments	\$0	\$1,980
	Net Expense Change	(\$1,980)	

INTERNAL SERVICE FUND

FLEET MANAGEMENT FUND:

Fleet Management Fund Expenses

	Explanation	Increase	Decrease
Health Insurance	Reduction in cost of employee health insurance plan		\$2,999
	Total Fleet Management Fund Expense Adjustment	\$0	\$2,999
	Net Expense Change	(\$2,999)	

BUDGET SUMMARY
TOWN OF SURFSIDE, FLORIDA
FISCAL YEAR 2022

THE PROPOSED OPERATING BUDGET EXPENDITURES OF THE TOWN OF SURFSIDE, FLORIDA, ARE 10% MORE THAN LAST YEAR'S TOTAL ADOPTED OPERATING EXPENDITURES.

General Fund 4.3499
Voted Debt 0.0000

	GENERAL FUND	SPECIAL REVENUE FUNDS	CAPITAL PROJECTS FUND	ENTERPRISE FUNDS	INTERNAL SERVICE FUNDS	TOTAL BUDGET ALL FUNDS
ESTIMATED REVENUES						
TAXES:	Millage per \$1,000					
Ad Valorem Taxes 4.3499	\$ 13,604,950	\$ -	\$ -	\$ -	\$ -	\$ 13,604,950
Ad Valorem Taxes 0.0000 (voted debt)	-	-	-	-	-	-
Franchise /Utility Taxes	1,464,249	-	-	-	-	1,464,249
Sales & Use Taxes	93,404	3,503,823	-	-	-	3,597,227
Licenses/Permits	5,000	508,500	-	-	-	513,500
Intergovernmental	634,573	241,922	-	182,990	-	1,059,485
Charges for Services	457,600	-	-	8,225,443	763,044	9,446,087
Fines & Forfeitures	165,000	-	-	-	-	165,000
Miscellaneous Revenues	97,500	8,075	3,000	7,940	1,000	117,515
Capital Contributions/Developer Contributions	-	-	-	21,000	-	21,000
TOTAL SOURCES	\$ 16,522,276	\$ 4,262,320	\$ 3,000	\$ 8,437,373	\$ 764,044	\$ 29,989,013
Interfund Transfers - In	539,498	-	-	-	16,000	555,498
Fund Balance/Reserves/Net Position	18,186,248	4,361,033	1,893,679	4,727,151	1,091,799	30,259,910
TOTAL REVENUES, TRANSFERS & BALANCES	\$ 35,248,022	\$ 8,623,353	\$ 1,896,679	\$ 13,164,524	\$ 1,871,843	\$ 60,804,421
EXPENDITURES/EXPENSES						
General Government	\$ 5,564,116	\$ -	\$ -	\$ -	\$ -	\$ 5,564,116
Building Services	-	998,893	-	-	-	998,893
Public Safety	6,356,799	107,159	-	-	-	6,463,958
Streets	146,623	-	-	-	-	146,623
Recreation, Culture, and Tourism	525,788	3,303,309	-	-	-	3,829,097
Physical Environment	1,352,987	-	332,500	5,031,319	-	6,716,806
Municipal Transportation	-	275,000	-	1,055,513	-	1,330,513
Debt Service	-	-	-	1,643,150	-	1,643,150
Internal Services	-	-	-	-	687,109	687,109
TOTAL EXPENDITURES/EXPENSES	\$ 13,946,313	\$ 4,684,361	\$ 332,500	\$ 7,729,982	\$ 687,109	\$ 27,380,265
Interfund Transfers - Out	-	207,414	-	348,084	-	555,498
Fund Balance/Reserves/Net Position	21,301,709	3,731,578	1,564,179	5,086,458	1,184,734	32,868,658
TOTAL APPROPRIATED EXPENDITURES, TRANSFERS, RESERVES & BALANCES	\$ 35,248,022	\$ 8,623,353	\$ 1,896,679	\$ 13,164,524	\$ 1,871,843	\$ 60,804,421

The tentative, adopted, and /or final budgets are on file in the Town Clerk's office (9293 Harding Ave., Surfside, FL 33154) as a public record.