



Town of Surfside Commission Communication

Agenda Item #: 2
Date: September 12, 2017
Subject: Proposed Budget for Fiscal Year 2017-2018

Background: Each municipality within the State of Florida is required by State Statute to adopt a balanced budget through a statutorily prescribed deadline and Truth in Millage (TRIM) process which requires two public hearings in advance of the effective date of the budget on October 1, 2017.

The first public hearing on the Town of Surfside Fiscal Year 2017-2018 Budget is September 12, 2017 to adopt the proposed budget and related tentative millage rate for the upcoming year.

The second required public hearing has been scheduled for September 26, 2017 at 5:01 pm.

Analysis: The Town of Surfside's budget process began in June, 2017, and included one budget workshop held on June 15, 2017, and one special meeting held on July 11, 2017.

Attachment A is a summary of significant features in the proposed budget including the Commission action on the Proposed Budget Modifications and New Capital Outlay. These summaries reflect the results from guidance received from the Town Commission Budget Workshop and the Special Meeting. The Proposed Budget Modifications and New Capital items listed in Attachment A are for budgeted items that the Commission indicated were to be included.

At the Special Meeting of July 11, 2017, the Town Commission set the proposed operating millage rate of not to exceed 4.8000 mills.

There have been three (3) changes to the Proposed Budget included in the Budget Summary as follows: (1) the annual contribution by the Town to the Pension Plan changed from an estimated budgeted amount of \$892,261 to \$917,274 that was received from the Independent Actuary after the Proposed Budget of July 1, 2017 was completed; (2) the Capital Projects Fund includes additional funding of \$100,000 for the Town's shared cost with Bal Harbour Village for improvements to the 96th Street End; (3) the Tourist Resort Fund includes additional funding of \$65,000 for the Harding Avenue Holiday Lights.

The Budget Summary, Attachment B for your consideration, presents a balanced budget with the three (3) changes to the Proposed Budget, a final property tax millage rate of 4.8000, and most significantly, the addition of \$811,561 to General Fund Reserves.

General Fund: The Town of Surfside total property value increased \$461,019,154 to a new Certified Taxable Value of \$2,150,458,492 on July 1, 2017 compared to \$1,689,439,338 on July 1, 2016. This property value increase generated \$1,696,772 of additional ad valorem tax revenues that provides the funding to purchase equipment, fund capital projects, maintain general operations expenditures and increase the General Fund Reserves \$811,561 available for unknown contingencies and natural disasters.


Capital Project Fund: The Capital Project Fund includes \$100,000 of funding for the third phase of financing a new Enterprise Resource Planning (ERP) system to replace the existing computer software, \$27,911 for a Town Hall Security Access System, \$150,000 for Town Hall Building interior office space reconfiguration, \$750,000 for Harding Avenue Downtown Street Lighting, \$50,000 for 91st Street Improvement Project , \$100,000 for the shared cost of improvements to the 96th Street End and \$50,000 for Westside Street End Improvements.

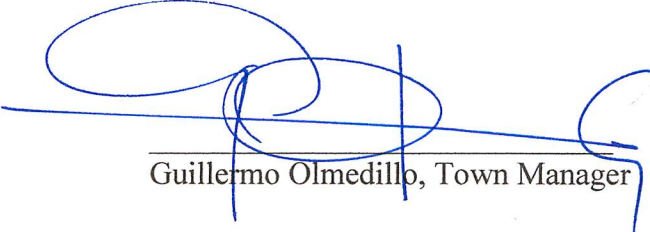
Tourist Resort Fund: The Tourist Resort Fund includes additional funding of \$65,000 for the Harding Avenue Holiday Lights.

Enterprise Funds: The Enterprise Funds include the Municipal Parking, Solid Waste Collection, Water and Sewer and Stormwater Funds. Municipal Parking Fund and Solid Waste services rates during FY 2017-2018 are projected to generate sufficient revenues to meet current operating expenditures. A Solid Waste Rate Study should be conducted to review the residential and commercial solid waste rates. The current water and sewer rates include a rate adjustment for FY 2017-2018 to ensure sufficient revenues are received to meet operating and debt service ratio coverage.

The State of Florida Truth in Millage (TRIM) requires that a Notice of Proposed Tax Increase be advertised in the newspaper after the first Public Budget Hearing when the proposed tax millage rate is greater than the rolled-back rate.

Recommendation: It is recommended that the attached Resolution adopting a tentative millage rate and a Resolution adopting the Proposed Annual Budget for Fiscal Year 2017-2018 be approved.


Donald Nelson, Finance Director


Guillermo Olmedillo, Town Manager

Attachments

DN/drh

SUMMARY OF NEW PROGRAM MODIFICATIONS FY 2017-18				
Department/Division	Description of Program Modifications	Type	Fund	Funded
GENERAL FUND				
Executive / Planning & Code Compliance	Code Compliance Officer to full-time position	PM	001	\$41,054
Public Safety	Lieutenant of Police new position	PM	001	\$133,991
TEDACS	Public Information Representative	PM	001	\$40,000
TOTAL	GENERAL FUND			\$215,045
SPECIAL REVENUE FUNDS: POLICE FORFEITURE FUND				
Public Safety	Professional Services - RFP development for CAD/RM/MC system	PM	105	\$10,000
TOTAL	POLICE FORFEITURE FUND			\$10,000
SOLID WASTE FUND				
Waste	Maintenance Worker II	PM	403	\$42,550
TOTAL	SOLID WASTE FUND			\$42,550
TOTAL ALL FUNDS				\$267,595

**SUMMARY OF NEW CAPITAL EXPENDITURES
FY 2017-18**

Department/Division	Description of New Capital Expenditures	Type	Fund	Funded
Legislative	High Definition (HD) Network Managed System	CO	001	\$12,440
Legislative	Serial Digital Interface (SDI)	CO	001	\$5,885
Finance	Replacement of Town desktop computers -Funded Year 1 of annual lease (3-year lease)	CO	001	\$26,900
Public Safety	Police Vehicles - 3	CO	001	\$120,000
Public Works	Bucket Truck (Replacement Vehicle)	CO	001	\$120,000
Parks & Recreation	A/C Unit - Community Center Lifeguard Office/Concession Building	CO	001	\$12,000
TOTAL	GENERAL FUND			\$297,225
CAPITAL IMPROVEMENT FUND				
Finance / IT & Public Works	Town Hall Security Card Reader Access Control System	CIP	301	\$27,911
Finance	Enterprise Resource Planning System ERP	CIP	301	\$100,000
Public Works	Town Hall Improvements	CIP	301	\$150,000
Public Works	Harding Avenue Downtown Street Lighting	CIP	301	\$750,000
Public Works	96th Street End Improvements	CIP	301	\$100,000
Public Works	91st Street Improvement Project - Initial Planning	CIP	301	\$50,000
Public Works	Beach End Upgrades - Showers	CIP	301	\$50,000
Public Works/ Parks & Recreation	Westside Street End Improvements	CIP	301	\$50,000
Parks & Recreation	96th Street Park Renovation - Design	CIP	301	\$75,000
TOTAL	CAPITAL IMPROVEMENT FUND			\$1,352,911
SPECIAL REVENUE FUNDS: POLICE FORFEITURE FUND				
Public Safety	Forensic Evidence Drying Cabinet	CO	105	\$5,000
TOTAL	POLICE FORFEITURE FUND			\$5,000
BUILDING FUND				
Building Services	Town Hall Renovations - Building Services	CIP	150	\$90,000
TOTAL	BUILDING FUND			\$90,000
TRANSPORTATION FUND				
Public Works	Traffic Signal Loop Detectors (estimated)	CIP	107	\$50,000
TOTAL	TRANSPORTATION FUND			\$50,000
ENTERPRISE FUNDS: MUNICIPAL PARKING FUND				
Public Safety	Video Recording Camera System	CIP	402	\$43,000
Public Safety	Parking Enforcement Vehicle	CO	402	\$28,000
Public Safety	Parking Pay Stations (2)	CO	402	\$22,120
TOTAL	MUNICIPAL PARKING FUND			\$93,120
TOTAL ALL FUNDS				\$1,888,256

RESOLUTION NO. 2017-_____

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA, ADOPTING A PROPOSED MILLAGE RATE FOR THE FISCAL YEAR COMMENCING OCTOBER 1, 2017 AND ENDING SEPTEMBER 30, 2018; ANNOUNCING THE PERCENTAGE INCREASE IN PROPERTY TAXES; CONFIRMING DATE OF 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 2017 which includes all real property within the Town; and

WHEREAS, on July 11, 2017, the Town Commission adopted Resolution No. 2017-2438 determining the proposed millage rate for the fiscal year commencing October 1, 2017 and further scheduled public hearings on the millage rate as required by Section 200.065, Florida Statutes, the first hearing to be held on Tuesday, September 12, 2017 at 5:01 P.M. and the second to be held on Tuesday, September 26, 2017 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 2017-2018 Budget, considered an estimate of the necessary expenditures contemplated for in the Budget, and have determined that the proposed millage rate levy set forth below 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 4.800 mills is hereby adopted as the proposed millage rate for the Town of Surfside.

Section 3. Announcing Percentage Increase. The proposed millage rate of 4.800 mills exceeds the rolled-back rate computed pursuant to Section 200.065, Florida Statutes of __4.6913 mills by 2.32%, which is the percentage increase in property taxes tentatively adopted by the Town.

Section 4. Confirming Date of Second Public Hearing. The Town confirms that it will hold a public hearing to finally adopt the millage rate and budget for fiscal year 2017-2018 on Tuesday, September 26, 2017 at 5:01 P.M. at Town of Surfside Town Hall, Commission Chambers, 9293 Harding Avenue, Surfside, Florida 33154.

Section 5. Effective Date. That this Resolution shall become effective immediately upon adoption.

PASSED AND ADOPTED on this 12th day of September, 2017.

Motion By: _____

Second By: _____

FINAL VOTE ON ADOPTION

Commissioner Daniel Gielchinsky _____
Commissioner Michael Karukin _____
Commissioner Tina Paul _____
Vice Mayor Barry Cohen _____
Mayor Daniel Dietch _____

Attest:

Daniel Dietch, Mayor

Sandra Novoa, MMC
Town Clerk

Approved as to Form and Legal Sufficiency:

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

RESOLUTION NO. 2017-_____

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA, ADOPTING A TENTATIVE BUDGET FOR THE FISCAL YEAR COMMENCING OCTOBER 1, 2017 AND ENDING SEPTEMBER 30, 2018; CONFIRMING DATE OF 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 2017 which includes all real property within the Town; and

WHEREAS, on July 11, 2017, the Town Commission adopted Resolution No. 2017-2438 determining the proposed millage rate for the fiscal year commencing October 1, 2017 and further scheduled public hearings on the millage rate as required by Section 200.065, Florida Statutes, the first hearing to be held on Tuesday, September 12, 2017 at 5:01 P.M. and the second to be held on Tuesday, September 26, 2017 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 2017-2018 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 2017-2018 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, 2017 and ending September 30, 2018, is hereby approved and adopted as set 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 public hearing to finally adopt the millage rate and budget for fiscal year 2017-2018 on Tuesday, September 26, 2017 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 12th day of September, 2017.

Motion By: _____

Second By: _____

FINAL VOTE ON ADOPTION

Commissioner Daniel Gielchinsky _____
Commissioner Michael Karukin _____
Commissioner Tina Paul _____
Vice Mayor Barry Cohen _____
Mayor Daniel Dietch _____

Attest:

Daniel Dietch, Mayor

Sandra Novoa, MMC
Town Clerk

Approved as to Form and Legal Sufficiency:

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

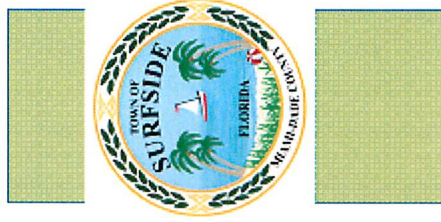
BUDGET SUMMARY
TOWN OF SURFSIDE, FLORIDA
FISCAL YEAR 2017 - 2018

THE PROPOSED OPERATING BUDGET EXPENDITURES OF THE TOWN OF SURFSIDE, FLORIDA ARE 9.7% MORE THAN LAST YEAR'S TOTAL ADOPTED OPERATING EXPENDITURES

General Fund 4.8000
Voted Debt 0.0000

	GENERAL FUND	CAPITAL PROJECTS FUND	SPECIAL REVENUE FUNDS	ENTERPRISE FUNDS	TOTAL ALL FUNDS BUDGET
ESTIMATED REVENUES:					
TAXES:	Millage per \$1,000				
Ad Valorem Taxes 4.8000			0	0	0
Ad Valorem Taxes 0.0000 (voted debt)	9,806,091		0	0	9,806,091
Franchise /Utility Taxes	1,328,059		0	0	1,328,059
Sales & Use Taxes	1,706,861		829,617	0	2,536,478
Licenses/Permits	5,000		1,656,500	0	1,661,500
Intergovernmental	581,854		223,000	0	804,854
Charges for Services	459,125		0	7,086,043	7,545,168
Fines & Forfeitures	184,000		0	0	184,000
Miscellaneous Revenues	56,700		11,000	0	67,700
Capital Contributions/Developer Contributions	0		0	21,000	21,000
TOTAL SOURCES	14,127,690	0	2,720,117	7,107,043	23,954,850
Interfund Transfers - In	470,406	1,227,911	0	0	1,698,317
Fund Balance/Reserves/Net Assets	0	325,000	530,878	232,488	1,088,366
TOTAL REVENUES, TRANSFERS & BALANCES	14,598,096	1,552,911	3,250,995	7,339,531	26,741,533
EXPENDITURES/EXPENSES					
General Government	3,667,696	1,552,911	0	0	5,220,607
Building Services	0		1,081,537	0	1,081,537
Public Safety	5,531,739		78,192	0	5,609,931
Streets	181,126		0	0	181,126
Recreation, Culture, and Tourism	2,066,445		901,553	0	2,967,997
Physical Environment	1,391,618		0	4,089,005	5,480,624
Municipal Transportation			323,000	1,088,928	1,411,928
Debt Service			0	1,656,504	1,656,504
TOTAL EXPENDITURES/EXPENSES	12,838,624	1,552,911	2,384,281	6,834,438	23,610,254
Interfund Transfers - Out	947,911		406,156	344,250	1,698,317
Fund Balance/Reserves/Net Assets	811,561		460,557	160,844	1,432,962
TOTAL APPROPRIATED EXPENDITURES					
TRANSFERS, RESERVES & BALANCES	14,598,096	1,552,911	3,250,994	7,339,532	26,741,533

THE TENTATIVE, ADOPTED, AND/OR FINAL BUDGETS ARE ON FILE IN THE TOWN CLERK'S OFFICE (9293 HARDING AVENUE, SURFSIDE, FL 33154) AS A PUBLIC RECORD.



TOWN OF SURFSIDE PROPOSED BUDGET

2017 - 2018



PROPERTY VALUES AND MILLAGE VALUES

2017 - 2018

2017/2018 PROPOSED BUDGET PROPERTY VALUES

Fiscal Year	Millage Rate	Taxable Property Value	Value Increase	% Increase
2012-2013	Certified Value July 1, 2012	\$1,062,214,226	\$44,555,952	4.38%
2013-2014	Certified Value July 1, 2013	\$1,144,071,250	\$81,857,024	7.71%
2014-2015	Certified Value July 1, 2014	\$1,336,876,007	\$192,804,757	16.85%
2015-2016	Certified Value July 1, 2015	\$1,502,755,220	\$165,878,993	12.41%
2016-2017	Certified Value July 1, 2016	\$1,689,439,338	\$186,684,118	12.42%
2017-2018	Certified Value July 1, 2017	\$2,150,458,492	\$461,019,154	27.20%

FISCAL YEAR 2017 - 2018

Proposed Millage

2016 Millage Rate	5.0144 Mills
2017 Millage Rate (Proposed)	4.8000 Mills

IMPACT TO PROPERTY OWNERS

A Homestead property with an average assessed value of \$335,103 in 2016 will be increased by 2.1% for 2017 if the property's assessed value is less than market value as determined by the Property Appraiser. The 2017 Save Our Homes increase is the lessor of the CPI (2.1% for 2017) or three percent of the assessed value of the property for the prior year.

ASSESSMENT INFORMATION

	<u>2016</u>	<u>2017</u>
Assessed Value	\$335,103	\$342,140
Homestead Exemption	<u>(50,000)</u>	<u>(50,000)</u>
Taxable Value	\$285,103	\$292,140

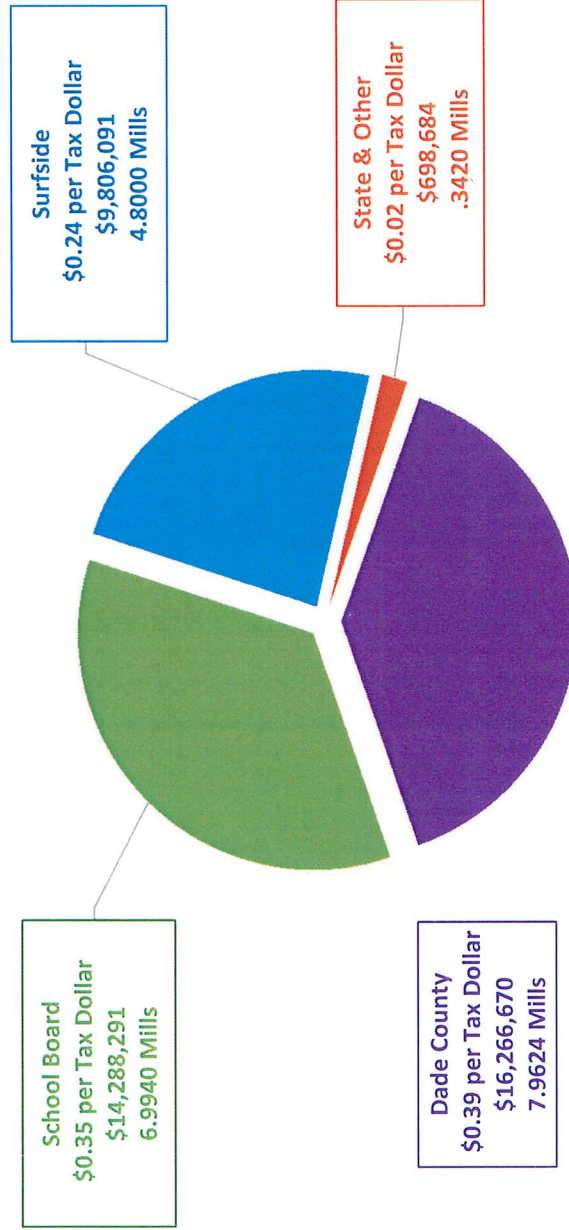
TOWN AD VALOREM TAXES

Taxable Value	\$285,103	\$292,140
Millage Rate	5.0144	4.8000
Property Tax	\$1,430	\$1,402
Increase		(\$28)

Comparison

The decrease in the Town Ad Valorem taxes would be **\$28.00** per year.

PROPERTY TAX DISTRIBUTION 2017 PROPOSED MILLAGE RATE OF 4.8000



Proposed Tax Based on Certified Taxable Values on July 1, 2017 \$2,150,458,492
at 95 percent collection

RANKING OF MIAMI-DADE/MUNICIPALITY 2016 FINAL MILLAGE RATES
COMPARED TO SURFSIDE 2017 PROPOSED MILLAGE RATE

RANK	MUNICIPALITY	COUNTY	MUNICIPALITY	SCHOOL	STATE	TOTAL
1	Opa-Locka	8.2791	10.0000	7.3220	0.3627	25.9638
2	Biscayne Park	8.2791	10.0000	7.3220	0.3627	25.9638
3	Golden Beach	8.2791	8.4000	7.3220	0.3627	24.3638
4	El Portal	8.2791	8.3000	7.3220	0.3627	24.2638
5	Miami Shores	7.9951	8.4054	7.3220	0.3627	24.0852
6	Miami Gardens	8.2791	8.0934	7.3220	0.3627	24.0572
7	Miami Springs	8.2791	7.5000	7.3220	0.3627	23.4638
8	North Miami	7.9951	7.5000	7.3220	0.3627	23.1798
9	Florida City	8.2791	6.9500	7.3220	0.3627	22.9138
10	North Miami Beach	7.9951	7.3360	7.3220	0.3627	23.0158
11	Indian Creek	8.2791	6.9500	7.3220	0.3627	22.9138
12	West Miami	8.2791	6.8858	7.3220	0.3627	22.8496
13	Homestead	8.2791	6.5149	7.3220	0.3627	22.4787
14	Miami	5.8509	8.0000	7.3220	0.3627	21.5556
15	North Bay Village	8.2791	5.5400	7.3220	0.3627	21.5038
16	Medley	8.2791	5.5000	7.3220	0.3627	21.4638
17	Hialeah Gardens	8.2791	5.1613	7.3220	0.3627	21.1251
18	Virginia Gardens	8.2791	5.1500	7.3220	0.3627	21.1138
19	Surfside	7.9951	4.8000	7.3220	0.3627	20.4798
20	Sweetwater	8.2791	4.5000	7.3220	0.3627	20.4638
21	Bay Harbor Islands	8.2791	4.4000	7.3220	0.3627	20.3638
22	South Miami	8.2791	4.5000	7.3220	0.3627	20.4638
23	Hialeah	5.5669	4.3000	7.3220	0.3627	17.5516
24	Miami Beach	5.8509	5.8888	7.3220	0.3627	19.4244
25	Coral Gables	5.8509	5.8888	7.3220	0.3627	19.4244
26	Sunny Isles Beach	8.2791	2.4000	7.3220	0.3627	18.3638
27	Cutler Bay	8.2791	2.3353	7.3220	0.3627	18.2991
28	Miami Lakes	8.2791	2.3353	7.3220	0.3627	18.2991
29	Palmetto Bay	8.2791	2.3292	7.3220	0.3627	18.2930
30	Pincrest	8.2791	2.3000	7.3220	0.3627	18.2638
31	Uninc County	8.2791	1.9283	7.3220	0.3627	17.8921
32	Doral	8.2791	1.9000	7.3220	0.3627	17.8638
33	Aventura	8.2791	1.7261	7.3220	0.3627	17.6899
34	Bal Harbour	7.9951	1.9654	7.3220	0.3627	17.6452
35	Key Biscayne	5.8509	3.0000	7.3220	0.3627	16.5356



TOWN OF SURFSIDE BUDGET CALENDAR

2017 - 2018

BUDGET CALENDAR

Special Town Commission Budget Meeting July 11, 2017
and Preliminary Millage Rate Adoption Tuesday 5:00 PM

Notice for first Public Hearing through TRIM
notice sent by Property Appraisers' Office August 4, 2017

First Public Hearing setting Proposed Millage
and Proposed Budget September 12, 2017
Tuesday 5:01 PM

Public hearing to set Final Millage and Adopt
Budget September 26, 2017
Tuesday 5:01 PM

*Florida Statute precludes the Town of Surfside to conduct its budget
hearings on the same date as Miami-Dade County and the Dade County
School Board.

PROGRAM MODIFICATIONS/
CAPITAL OUTLAY

2017 - 2018



PROGRAM MODIFICATIONS SUMMARY

Department/Division	Description of Program Modifications	Funded
GENERAL FUND		
Executive / Planning & Code Compliance	Code Compliance Officer to full-time position	\$41,054
Public Safety	Lieutenant of Police new position	\$133,991
TEDACS	Public Information Representative	\$40,000
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SOLID WASTE FUND		
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TOTAL ALL FUNDS		\$267,595

NEW CAPITAL OUTLAY SUMMARY

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Parks & Recreation	96th Street Park Renovation - Design	\$75,000
TOTAL	CAPITAL IMPROVEMENT FUND	\$1,352,911

NEW CAPITAL OUTLAY SUMMARY

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SPECIAL REVENUE FUNDS:		
POLICE FORFEITURE FUND		
Public Safety	Forensic Evidence Drying Cabinet	\$5,000
TOTAL	POLICE FORFEITURE FUND	\$5,000
BUILDING FUND		
Building Services	Town Hall Renovations - Building Services	\$90,000
TOTAL	BUILDING FUND	\$90,000
TRANSPORTATION FUND		
Public Works	Traffic Signal Loop Detectors (estimated)	\$50,000
TOTAL	TRANSPORTATION FUND	\$50,000
ENTERPRISE FUNDS:		
MUNICIPAL PARKING FUND		
Public Safety	Video Recording Camera System	\$43,000
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TOTAL	MUNICIPAL PARKING FUND	\$93,120