



**Town of Surfside  
Special Town Commission Meeting  
First Budget Hearing  
AGENDA  
September 15, 2020  
7:00 p.m.**

Town Hall Commission Chambers - 9293 Harding Ave, 2<sup>nd</sup> Floor  
Surfside, FL 33154

1. **Opening**
  - A. **Call to Order**
  - B. **Roll Call of Members**
2. **Discussion Regarding Millage Rate and Budget** – Jason Greene, Interim Town Manager
3. **Millage Rate Adoption Resolution** - Jason Greene, Interim Town Manager

**A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA, ADOPTING A PROPOSED MILLAGE RATE OF 4.4000 MILLS FOR THE FISCAL YEAR 2020-2021, WHICH IS GREATER THAN THE ROLLED BACK RATE OF 4.3499 MILLS COMPUTED PURSUANT TO STATE LAW BY 1.15%; CONFIRMING THE DATE OF THE SECOND BUDGET PUBLIC HEARING; AND PROVIDING FOR AN EFFECTIVE DATE.**

4. **Public Comment**
5. **Budget Adoption Resolution** - Jason Greene, Interim 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, 2020 AND ENDING SEPTEMBER 30, 2021; CONFIRMING THE DATE OF THE SECOND PUBLIC HEARING; PROVIDING FOR INCORPORATION OF RECITALS; AND PROVIDING FOR AN EFFECTIVE DATE.**

6. **Public Comment**

**7. Solid Waste Services Special Assessment Final Rate Resolution – Jason Greene, Interim Town Manager**

**A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA, RELATING TO SOLID WASTE MANAGEMENT SERVICES, INCLUDING COLLECTION, DISPOSAL AND RECYCLING OF RESIDENTIAL SOLID WASTE IN THE TOWN OF SURFSIDE, FLORIDA; REIMPOSING SOLID WASTE SERVICE ASSESSMENTS AGAINST ASSESSED RESIDENTIAL PROPERTY LOCATED WITHIN THE TOWN OF SURFSIDE, FLORIDA, FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2020; APPROVING THE RATE OF ASSESSMENT; APPROVING THE ASSESSMENT ROLL; AND PROVIDING FOR AN EFFECTIVE DATE.**

**8. Adjournment**

Respectfully submitted,

Jason Greene  
Interim Town Manager

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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](http://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:** Jason D. Greene, Interim Town Manager  
**Date:** September 15, 2020  
**Subject:** Millage Rate Adoption Resolution

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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 4.4000 mills, or \$4.40 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 4.3499 mills, which is less than the current millage rate. The overall taxable value in the Town increased by 0.3%. Existing property values decreased 1.4% and new construction added 1.7% to the taxable value of the Town. With the growth in taxable property values leveling off over the last two fiscal years and coupled with the financial uncertainty related to the COVID-19 crisis thus maintaining the millage rate at 4.4000 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 the 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 operation millage rate. The proposed millage rate of 4.4000 mills is higher than the rolled-back rate of 4.3499 mills by 1.15%.

If the Commission fails to adopt a millage rate, the law will require the tax collector to use the rolled-back rate of 4.3499 mills instead of the proposed 4.4000 mills.

The Town's Administration recommends approval of the resolution that would tentatively adopt the FY 2021 millage rate.

Reviewed by LA/AM

Prepared by JDG

**RESOLUTION NO. 2020-\_\_\_\_\_**

**A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA, ADOPTING A PROPOSED MILLAGE RATE OF 4.4000 MILLS FOR THE FISCAL YEAR 2020-2021, WHICH IS GREATER THAN THE ROLLED BACK RATE OF 4.3499 MILLS COMPUTED PURSUANT TO STATE LAW BY 1.15%; 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 2020 which includes all real property within the Town; and

**WHEREAS**, on July 21, 2020, the Town Commission held a budget meeting on the proposed millage rate and budget for the fiscal year commencing October 1, 2020 and ending September 30, 2021, and further scheduled public hearings on the millage rate as required by Section 200.065, Florida Statutes, with the first hearing on September 15, 2020 at 7:00 P.M. and the second hearing on September 22, 2020 at 7:00 P.M., which hearings will take place virtually utilizing communications media technology as permitted by Executive Order No. 20-69, as amended, issued by the Governor of the State of Florida due to the COVID-19 health pandemic; and

**WHEREAS**, the Town Commission and the Town Manager have reviewed the Town’s proposed Fiscal Year 2020/21 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 4.4000 mills is hereby adopted as the proposed millage rate for the Town of Surfside.

**Section 3. Announcing Percentage Increase.** The proposed millage rate of 4.4000 mills is greater than the rolled-back rate of 4.3499 mills by 1.15%.

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

**PASSED AND ADOPTED** on this 15<sup>th</sup> day of September, 2020.

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:** Jason D. Greene, Interim Town Manager  
**Date:** September 15, 2020  
**Subject:** FY 2021 Budget Adoption Resolution

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The Town is legally obliged to adopt an annual budget. The Town has had previous workshops and meetings regarding the FY 2021 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 operation millage rate.

The FY 2021 General Fund operating budget is proposed at \$16,610,906. The Capital Projects budget is proposed at \$0. The Tourist Resort budget is proposed at \$2,939,353. The Police Forfeiture budget is proposed at \$2,000. The Municipal Transportation budget is proposed at \$235,706. The Building fund budget is proposed at \$1,068,035. The Water and Sewer fund budget is proposed at \$4,309,700. The Municipal Parking budget is proposed at \$1,288,140. The Solid Waste fund budget is proposed at \$1,917,932. The Stormwater fund budget is proposed at \$840,000. The Fleet Management fund is proposed at \$863,307.

In accordance with the Town Commission's direction, the recommended program modifications and budgetary adjustments have been included in the tentative FY 2021 budget. A summary of the recommended changes is provided in the attached Supplement to Tentative FY 2021 Budget Commission Communication.

The Town's Administration recommends approval of the resolution that would tentatively adopt the FY 2021 budget.

Reviewed by LA

Prepared by JDG/AM

**RESOLUTION NO. 2020-\_\_\_\_\_**

**A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA, ADOPTING A TENTATIVE BUDGET FOR THE FISCAL YEAR COMMENCING OCTOBER 1, 2020 AND ENDING SEPTEMBER 30, 2021; 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 2020 which includes all real property within the Town; and

**WHEREAS**, on July 21, 2020, the Town Commission held a budget meeting on the proposed budget and operating millage rate for the fiscal year commencing October 1, 2020 and ending September 30, 2021, and further scheduled public hearings on the millage rate as required by Section 200.065, Florida Statutes, with the first hearing on September 15, 2020 at 7:00 P.M. and the second hearing on September 22, 2019 at 7:00 P.M., which hearings will take place virtually utilizing communications media technology as permitted by Executive Order No. 20-69, as amended, issued by the Governor of the State of Florida due to the COVID-19 health pandemic; and

**WHEREAS**, the Town Manager has submitted to the Town Commission a budget and an explanatory budget message for Fiscal Year 2020-2021 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 2020-2021 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, 2020 and ending September 30, 2021, 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 2020-2021 on September 22, 2020 at 7:00 P.M., which hearing will take place virtually utilizing communications media technology as permitted by Executive Order No. 20-69, as amended, issued by the Governor of the State of Florida due to the COVID-19 health pandemic, with instructions as indicated on the Town's Notice of Final Budget Hearing Due to COVID-19 Virtual First Health Emergency.

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

**PASSED AND ADOPTED** on this 15<sup>th</sup> day of September, 2020.

**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 2020-2021

**TOWN OF SURFSIDE, FL**  
**SUPPLEMENT TO TENTATIVE FY2021 BUDGET COMMISSION COMMUNICATION**  
**Summary of Recommended Changes to the FY2021 Proposed Budget**

**GOVERNMENTAL FUNDS**

**GENERAL FUND:**

**General Fund Revenues**

	<b>Explanation</b>	<b>Increase</b>	<b>Decrease</b>
First Local Option Fuel Tax	State estimate @ 95%		\$4,919
Second Local Option Fuel Tax	State estimate @ 95%		\$2,598
Communications Services Tax	State estimate @ 95%		\$26,487
State - Municipal Revenue Sharing	State estimate @ 95%	\$3,715	
Half Cent Sales Tax	State estimate @ 95%		\$9,243
Disposition of Assets	Firearms estimated trade-in	\$7,000	
<b>Total General Fund Revenue Adjustments</b>		<b>\$10,715</b>	<b>\$43,247</b>
Net Revenue Change		( <b>\$32,532</b> )	

**General Fund Expenditures**

	<b>Explanation</b>	<b>Increase</b>	<b>Decrease</b>
Code Compliance - Salaries	Code Compliance Clerk Position eliminated		\$16,892
Code Compliance - Payroll Taxes	Code Compliance Clerk Position eliminated		\$1,292
Code Compliance - Life & Health Insurance	Code Compliance Clerk Position eliminated		\$9,487
Code Compliance - Workers Compensation	Code Compliance Clerk Position eliminated		\$489
Finance - Salaries	Procurement Coordinator Position to Part Time		\$24,159
Finance - Payroll Taxes	Procurement Coordinator Position to Part Time		\$1,849
Finance - Life & Health Insurance	Procurement Coordinator Position to Part Time Reduction in cost of employee health insurance plan		\$18,934
Various - Health Insurance			\$88,971
Public Safety - Maintenance/Service Repair Contracts	Body Camera reclassified to Operational	\$24,124	
Public Safety - Debt Service	Expenses		\$24,124
Community Services & Public Communications	Reduction to Public Information Officer - contractual		\$12,020
Community Services & Public Communications	Allocation of 50% to Resort Tax Fund - Public Information Officer - contractual		\$39,000
<b>Total General Fund Expenditure Adjustments</b>		<b>\$24,124</b>	<b>\$237,217</b>
Net Expenditure Change		( <b>\$213,093</b> )	

**SPECIAL REVENUE FUNDS**

<b>TOURIST RESORT FUND:</b>			
<b>Tourist Resort Fund Expenditures</b>	<b>Explanation</b>	<b>Increase</b>	<b>Decrease</b>
Tourist Bureau - Health Insurance	Reduction in cost of employee health insurance plan		\$2,362
Tourist Bureau - Other Contractual Services	Allocation of 50% to Resort Tax Fund - Public Information Officer - contractual	\$39,000	
Tourist Bureau - Other Contractual Services	Public Information Officer - videography & other	\$3,000	
Community Center - Other Salaries	Code Compliance Officer/Beach Patrol - Part time position transferred from Code Compliance	\$30,800	
Community Center - Payroll Taxes	Code Compliance Officer/Beach Patrol - Part time position transferred from Code Compliance	\$2,357	
Community Center - Life & Health Insurance	Code Compliance Officer/Beach Patrol - Part time position transferred from Code Compliance	\$352	
Community Center - Workers Compensation	Code Compliance Officer/Beach Patrol - Part time position transferred from Code Compliance	\$891	
Community Center - Health Insurance	Reduction in cost of employee health insurance plan		\$14,843
<b>Total Tourist Resort Fund Expenditure Adjustments</b>		<b>\$76,400</b>	<b>\$17,205</b>
		<b>Net Expenditure Change</b>	<b>\$59,195</b>

<b>MUNICIPAL TRANSPORTATION FUND:</b>			
<b>CITT / PTP / Municipal Transportation Fund Revenues</b>			
	<b>Explanation</b>	<b>Increase</b>	<b>Decrease</b>
Use of Restricted Fund Balance	Increase in use of fund balance for expenditure adjustment	\$13,000	
<b>Total CITT Fund Revenue Adjustments</b>		<b>\$13,000</b>	<b>\$0</b>
		<b>Net Revenue Change</b>	<b>\$13,000</b>
<b>CITT / PTP / Municipal Transportation Fund Expenditures</b>			
	<b>Explanation</b>		
Professional Services	Transportation studies	\$13,000	
<b>Totals CITT Fund Expenditure Adjustments</b>		<b>\$13,000</b>	<b>\$0</b>
		<b>Net Expenditure Change</b>	<b>\$13,000</b>

## SPECIAL REVENUE FUNDS (cont)

<b>BUILDING FUND:</b>			
<b>Building Fund Revenues</b>			
	<b>Explanation</b>	<b>Increase</b>	<b>Decrease</b>
Appropriated Fund Balance	Decrease in use of fund balance from expenditure adjustment		\$7,479
	<b>Total Building Fund Revenue Adjustments</b>	<b>\$0</b>	<b>\$7,479</b>
	Net Revenue Change	<b>(\$7,479)</b>	
<b>Building Fund Expenditures</b>			
	<b>Explanation</b>	<b>Increase</b>	<b>Decrease</b>
Health Insurance	Reduction in cost of employee health insurance plan		\$7,479
	<b>Total Building Fund Expenditure Adjustments</b>	<b>\$0</b>	<b>\$7,479</b>
	Net Expenditure Change	<b>(\$7,479)</b>	

## ENTERPRISE FUNDS

<b>WATER AND SEWER FUND:</b>			
<b>Water and Sewer Fund Expenses</b>			
	<b>Explanation</b>	<b>Increase</b>	<b>Decrease</b>
Health Insurance	Reduction in cost of employee health insurance plan		\$6,401
	<b>Total Water and Sewer Fund Expense Adjustments</b>	<b>\$0</b>	<b>\$6,401</b>
	Net Expense Change	<b>(\$6,401)</b>	

<b>MUNICIPAL PARKING FUND:</b>			
<b>Municipal Parking Fund Expenses</b>			
	<b>Explanation</b>	<b>Increase</b>	<b>Decrease</b>
Salaries	Code Compliance Clerk Position eliminated		\$16,892
Payroll Taxes	Code Compliance Clerk Position eliminated		\$1,292
Life & Health Insurance	Code Compliance Clerk Position eliminated		\$9,487
Workers Compensation	Code Compliance Clerk Position eliminated		\$489
Health Insurance	Reduction in cost of employee health insurance plan		\$10,395
	<b>Total Municipal Parking Fund Expense Adjustments</b>	<b>\$0</b>	<b>\$38,555</b>
	Net Expense Change	<b>(\$38,555)</b>	

## ENTERPRISE FUNDS (cont)

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

	Explanation	Increase	Decrease
Health Insurance	Reduction in cost of employee health insurance plan		\$16,005
	<b>Total Solid Waste Fund Expense Adjustments</b>	<b>\$0</b>	<b>\$16,005</b>
	Net Expense Change	<b>(\$16,005)</b>	

**STORMWATER FUND:****Stormwater Fund Expenses**

	Explanation	Increase	Decrease
Health Insurance	Reduction in cost of employee health insurance plan		\$1,694
	<b>Total Stormwater Fund Expense Adjustments</b>	<b>\$0</b>	<b>\$1,694</b>
	Net Expense Change	<b>(\$1,694)</b>	

**INTERNAL SERVICE FUND****FLEET MANAGEMENT FUND:****Fleet Management Fund Expenses**

	Explanation	Increase	Decrease
Health Insurance	Reduction in cost of employee health insurance plan		\$2,565
	<b>Total Fleet Management Fund Expense Adjustment</b>	<b>\$0</b>	<b>\$2,565</b>
	Net Expense Change	<b>(\$2,565)</b>	

**BUDGET SUMMARY**  
**TOWN OF SURFSIDE, FLORIDA**  
**FISCAL YEAR 2021**

**THE PROPOSED OPERATING BUDGET EXPENDITURES OF THE TOWN OF SURFSIDE, FLORIDA ARE 7.1% MORE THAN LAST YEARS TOTAL OPERATING EXPENDITURES.**

General Fund      4.4000  
Voted Debt        0.0000

	GENERAL FUND	SPECIAL REVENUE FUNDS	CAPITAL PROJECTS FUND	ENTERPRISE FUNDS	INTERNAL SERVICE FUNDS	TOTAL ALL FUNDS BUDGET
<b>ESTIMATED REVENUES:</b>						
TAXES:                      Millage per \$1,000						
<b>Ad Valorem Taxes              4.4000</b>						
<b>Ad Valorem Taxes              0.0000 (voted debt)</b>	\$ 13,066,835	\$ -	\$ -	\$ -	\$ -	\$ 13,066,835
Franchise /Utility Taxes	1,489,813	-	-	-	-	1,489,813
Sales & Use Taxes	86,983	2,928,853	-	-	-	3,015,836
Licenses/Permits	10,000	494,500	-	-	-	504,500
Intergovernmental	589,547	214,110	-	-	-	803,657
Charges for Services	457,600	-	-	8,301,622	859,807	9,619,029
Fines & Forfeitures	170,000	-	-	-	-	170,000
Miscellaneous Revenues	166,600	14,500	-	33,150	3,500	217,750
Capital Contributions/Developer Contributions	-	-	-	21,000	-	21,000
<b>TOTAL SOURCES</b>	<b>\$ 16,037,378</b>	<b>\$ 3,651,963</b>	<b>\$ -</b>	<b>\$ 8,355,772</b>	<b>\$ 863,307</b>	<b>\$ 28,908,420</b>
Interfund Transfers - In	573,528	-	-	-	-	573,528
Fund Balance/Reserves/Net Assets	15,633,476	3,899,750	1,079,087	4,479,571	998,556	26,090,440
<b>TOTAL REVENUES, TRANSFERS &amp; FUND BALANCE</b>	<b>\$ 32,244,382</b>	<b>\$ 7,551,713</b>	<b>\$ 1,079,087</b>	<b>\$ 12,835,343</b>	<b>\$ 1,861,863</b>	<b>\$ 55,572,388</b>
<b>EXPENDITURES/EXPENSES</b>						
General Government	\$ 4,657,736	\$ -	\$ -	\$ -	\$ -	\$ 4,657,736
Building Services	-	930,373	-	-	-	930,373
Public Safety	6,459,866	2,000	-	-	-	6,461,866
Streets	233,842	-	-	-	-	233,842
Recreation, Culture, and Tourism	555,364	2,653,592	-	-	-	3,208,956
Physical Environment	1,362,989	-	-	4,940,922	-	6,303,911
Municipal Transportation	-	225,000	-	1,106,885	-	1,331,885
Debt Service	-	-	-	1,643,150	-	1,643,150
Internal Services	-	-	-	-	602,940	602,940
<b>TOTAL EXPENDITURES/EXPENSES</b>	<b>\$ 13,269,797</b>	<b>\$ 3,810,965</b>	<b>\$ -</b>	<b>\$ 7,690,957</b>	<b>\$ 602,940</b>	<b>\$ 25,374,659</b>
Interfund Transfers - Out	-	205,727	-	367,801	-	573,528
Fund Balance/Reserves/Net Assets	18,974,585	3,535,021	1,079,087	4,776,585	1,258,923	29,624,201
<b>TOTAL EXPENDITURES, TRANSFERS, &amp; FUND BALANCE</b>	<b>\$ 32,244,382</b>	<b>\$ 7,551,713</b>	<b>\$ 1,079,087</b>	<b>\$ 12,835,343</b>	<b>\$ 1,861,863</b>	<b>\$ 55,572,388</b>

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.



# MEMORANDUM

ITEM NO. 7

**To:** Honorable Mayor, Vice-Mayor, and Members of the Town Commission  
**From:** Jason Greene, Interim Town Manager  
**Date:** September 15, 2020  
**Subject:** Solid Waste Services Special Assessment Final Rate Resolution

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Ordinance No. 2018-1687 ("Assessment Ordinance") authorized the imposition and collection of annual Solid Waste Service Assessments for Solid Waste collection, disposal, and recycling services against residential Assessed Property within the Town. The Town annually specially assesses residential properties of four (4) units or less per parcel for the cost of solid waste services received during the fiscal year. This assessment process uses the property tax bill as the billing and collection method for the revenue needed to pay for the services the residents receive. The Town could elect to bill and collect for these services instead of using the property tax method, but the cost would be more to do so and the collection of money would likely not be as great. Residents are accustomed to this process. The Town bills other properties, including residential parcels that have more than four (4) units, for commercial solid waste services. This billing is done by the Town's Finance Department.

On July 14, 2020, the Town adopted Preliminary Rate Resolution No. 2020-2701 initiating the annual process for updating of the Solid Waste Assessment roll and directing the re-imposition of assessments for the Fiscal Year beginning October 1, 2020. Resolution No. 2020-2701 also set a public hearing date of September 15, 2020. A notice of this public hearing was published on August 31, 2020.

Pursuant to the Assessment Ordinance, the Town is required to adopt a final Annual Rate Resolution for Fiscal Year 2021. The attached Annual Rate Resolution confirms the Preliminary Rate Resolution, sets the rate of assessments, approves the assessment roll, and directs and authorizes the method of collection. In accordance with the Assessment Ordinance, this public hearing is being held to allow citizen comments prior to the adoption of the final Annual Rate Resolution and assessment roll.

The proposed Annual Rate Resolution for Fiscal Year 2021 establishes an assessment rate of \$318.67 per residential dwelling unit. The rate represents a 0% increase from the prior year's solid waste assessment. The Annual Rate Resolution contains the same rate as that adopted in the Preliminary Rate Resolution, which is \$318.67 per residential



dwelling unit. The projected total revenue from this assessment for Fiscal Year 2021 is \$350,000.00. In addition to establishing a rate of \$318.67 per residential dwelling units for the coming fiscal year, the Resolution also establishes a maximum or not to exceed assessment rate of \$400.00 per residential dwelling units for future fiscal years, if needed, without the requirement to mail first class notices to all properties.

Once the Annual Rate Resolution is approved, the assessment roll will be provided to the property appraiser and tax collector for billing and collection on the property tax bills that typically are mailed out in November. Property owners that fail to pay any part of their property tax bill, including this assessment, could lose title to their property.

The Town Administration recommend that the Commission adopt the Annual Rate Resolution for Fiscal Year 2021 in order to re-impose and collect the annual solid waste assessment.

Reviewed by: JDG

Prepared by LA

RESOLUTION NO. 20- \_\_\_\_\_

**A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA, RELATING TO SOLID WASTE MANAGEMENT SERVICES, INCLUDING COLLECTION, DISPOSAL AND RECYCLING OF RESIDENTIAL SOLID WASTE IN THE TOWN OF SURFSIDE, FLORIDA; REIMPOSING SOLID WASTE SERVICE ASSESSMENTS AGAINST ASSESSED RESIDENTIAL PROPERTY LOCATED WITHIN THE TOWN OF SURFSIDE, FLORIDA, FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2020; APPROVING THE RATE OF ASSESSMENT; APPROVING THE ASSESSMENT ROLL; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Town Commission (the "Commission") of Town of Surfside, Florida (the "Town"), has enacted Ordinance No. 2018-1687 (the "Ordinance"), which authorizes the imposition of annual Solid Waste Service Assessments for Solid Waste management services, including collection, disposal and recycling services, against certain residential Assessed Property within the Town;

**WHEREAS**, the imposition of a Solid Waste Service Assessment for Solid Waste management services, including collection, disposal and recycling services, for each Fiscal Year is an equitable and efficient method of allocating and apportioning the Solid Waste Cost among parcels of Assessed Property;

**WHEREAS**, the Commission desires to reimpose an assessment program for Solid Waste management services, including collection, disposal and recycling services or programs, within the Town using the tax bill collection method for the Fiscal Year beginning on October 1, 2020;

**WHEREAS**, the Commission, on July 14, 2020, adopted Resolution No. 2020-2603 (the "Preliminary Rate Resolution"), containing a brief and general description of the Solid Waste management services, including collection, disposal and recycling services, to be provided to Assessed Property, describing the method of apportioning the Solid Waste Cost to compute the Solid Waste Service Assessment for Solid Waste management services,

including collection, disposal and recycling services or programs against Residential Property, designating a rate of assessment, and directing preparation of the Assessment Roll and provision of the notice required by the Ordinance;

**WHEREAS**, in order to reimpose Solid Waste Service Assessments for the Fiscal Year beginning October 1, 2020, the Ordinance requires the Town to adopt an Annual Rate Resolution during its budget adoption process for each Fiscal Year, which establishes the rate of assessment and approves the Assessment Roll for the upcoming Year, with such amendments as the Commission deems appropriate, after hearing comments and objections of all interested parties;

**WHEREAS**, the updated Assessment Roll has heretofore been made available for inspection by the public, as required by the Ordinance;

**WHEREAS**, notice of a public hearing has been published and, as required by the terms of the Ordinance, mailed to each Owner of Residential Property (if any and as required by Florida law) proposed to be assessed notifying such Owners of their opportunity to be heard, an affidavit regarding the form of notice mailed to each Owner of Residential Property being attached hereto as Appendix A and the proof of publication being attached hereto as Appendix B; and

**WHEREAS**, a public hearing was held on September 15, 2020, and comments and objections of all interested persons have been heard and considered as required by the terms of the Ordinance.

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

**SECTION 1. AUTHORITY.** This Resolution is adopted pursuant to the provisions of the Solid Waste Management Services Assessment Ordinance (Ordination No. 2018-1687), the Initial Assessment Resolution (Resolution No. 2018-2524), the Final Assessment

Resolution (Resolution No. 2018-2534), Sections 166.021 and 166.041, Florida Statutes; and other applicable provisions of law.

**SECTION 2. DEFINITIONS AND INTERPRETATION.** This Resolution constitutes the Annual Rate Resolution as defined in the Ordinance. All capitalized terms in this Resolution shall have the meanings defined in the Ordinance, the Initial Assessment Resolution, the Final Assessment Resolution and the Preliminary Rate Resolution.

**SECTION 3. REIMPOSITION OF SOLID WASTE COLLECTION AND DISPOSAL ASSESSMENTS.**

(A) The parcels of Assessed Property described in the Assessment Roll, which is hereby approved, are hereby found to be specially benefited by the provision of Solid Waste management services, including collection, disposal and recycling services, described in the Preliminary Rate Resolution in the amount of the Solid Waste Service Assessment set forth in the updated Assessment Roll, a copy of which was present at the above referenced public hearing and is incorporated herein by reference. It is hereby ascertained, determined and declared that each parcel of Assessed Property within the Town will be benefited by the Town's provision of Solid Waste management services, including collection, disposal and recycling services or programs, in an amount not less than the Solid Waste Service Assessment for such parcel, computed in the manner set forth in the Preliminary Rate Resolution. Adoption of this Annual Rate Resolution constitutes a legislative determination that all parcels assessed derive a special benefit, as set forth in the Ordinance, the Initial Assessment Resolution, the Final Assessment Resolution, and the Preliminary Rate Resolution, from the Solid Waste management services, including collection, disposal and recycling services, to be provided and a legislative determination that the Solid Waste Service Assessments are fairly and reasonably apportioned among the Residential Properties that receive the special benefit as set forth in the Preliminary Rate Resolution.

(B) The method for computing Solid Waste Service Assessments described in the Preliminary Rate Resolution is hereby approved.

(C) For the Fiscal Year beginning October 1, 2020, the Solid Waste Cost as set out in the Preliminary Rate Resolution is \$350,282.00 and shall be allocated among all parcels of Assessed Property, based upon each parcels' classification as Residential Property and the number of Dwelling Units for such parcels. An annual rate of assessment equal to \$318.67 for solid waste collection, disposal and recycling services is hereby imposed for each Dwelling Unit. Solid Waste Service Assessments for Solid Waste management services, including collection, disposal and recycling services, in the amounts set forth in the Assessment Roll, as herein approved, are hereby levied and imposed on all parcels of Assessed Property described in the Assessment Roll.

(D) For future fiscal years, as authorized in Section 2.08 of the Ordinance, a maximum assessment rate of \$400.00 per Dwelling Unit for solid waste management services, including collection, disposal and recycling services, is hereby approved. This amount can be imposed in future fiscal years without additional notice, but is not required to be imposed.

(E) Any shortfall in the expected Solid Waste Service Assessment proceeds due to any reduction or exemption from payment of the Solid Waste Service Assessments required by law or authorized by the Town shall be supplemented by any legally available funds, or combination of such funds, and shall not be paid for by proceeds or funds derived from the Solid Waste Service Assessments.

(F) Such Solid Waste Service Assessments shall constitute a lien upon the Assessed Property so assessed equal in rank and dignity with the liens of all state, county, district or municipal taxes and other non-ad valorem assessments. Except as otherwise provided by law, such lien shall be superior in dignity to all other liens, titles and claims, until paid. The lien for Solid Waste Service Assessments shall be deemed perfected upon

adoption by the Town Commission of this Annual Rate Resolution. Upon perfection, the lien for Solid Waste Service Assessments collected under the Uniform Assessment Collection Act shall attach to the property included on the roll as of the prior January 1, the lien date for ad valorem taxes.

(G) The Assessment Roll, as herein approved, shall be delivered to the Tax Collector for collection using the tax bill collection method in the manner prescribed by the Ordinance. The Assessment Roll, as delivered to the Tax Collector, shall be accompanied by a Certificate to Non-Ad Valorem Assessment Roll in substantially the form attached hereto as Appendix C.

**SECTION 4. CONFIRMATION OF PRELIMINARY RATE RESOLUTION.** The Preliminary Rate Resolution is hereby confirmed.

**SECTION 5. EFFECT OF ADOPTION OF RESOLUTION.** The adoption of this Annual Rate Resolution shall be the final adjudication of the issues presented herein (including, but not limited to, the method of apportionment, the rate of assessment, the Assessment Roll and the levy and lien of the Solid Waste Service Assessments for Solid Waste collection and disposal services, facilities or programs) unless proper steps shall be initiated in a court of competent jurisdiction to secure relief within 20 days from the date of this Annual Rate Resolution.

**SECTION 6. EFFECTIVE DATE.** This Resolution shall take effect immediately upon its passage and adoption.

**PASSED AND ADOPTED** this 15<sup>TH</sup> day of September, 2020.

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 N. McCready, MMC  
Town Clerk

**APPROVED AS TO FORM AND LEGAL SUFFICIENCY:**

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

**APPENDIX A**

**AFFIDAVIT REGARDING NOTICE MAILED TO PROPERTY OWNERS**



## **AFFIDAVIT OF MAILING**

BEFORE ME, the undersigned authority, personally appeared Guillermo Olmedillo, who, after being duly sworn, depose and say:

1. Jason Greene, as Interim Town Manager of Town of Surfside, Florida (the "Town"), pursuant to the authority and direction received from the Town Commission, timely directed the preparation of the Assessment Roll and the preparation, mailing, and publication of notices (if any as required by Florida Law) in accordance with the Solid Waste Service Assessment Ordinance No. 2018-1687 adopted by the Town Commission (the "Assessment Ordinance") and in conformance with the Preliminary Rate Resolution No. 2020-2701 adopted by the Town Commission on July 14, 2020 (the "Preliminary Rate Resolution").

2. The Town's Interim Town Manager, Jason Greene, has caused the any notices required by the Assessment Ordinance (if any and as required by Florida Law) to be prepared in conformance with the Preliminary Rate Resolution. An exemplary form of such notice is attached hereto. Jason Greene has caused such individual notices for each affected property owner to be prepared and each notice included the following information: the purpose of the assessment; the total amount proposed to be levied against each parcel; the unit of measurement to be applied against each parcel to determine the assessment; the number of such units contained within each parcel; the total revenue the Town expects to collect by the assessment; a statement that failure to pay the assessment will cause a tax certificate to be issued against the property which may result in a loss of title; a statement that all affected property owners have a right to appear at the hearing and to file written objections with the local governing board within 20 days of the notice; and the date, time, and place of the hearing.

3. On or before August 20, 2020, delivered and directed the mailing of the above-referenced notices in accordance with the Assessment Ordinance and the Preliminary Rate Resolution by First Class Mail to each affected owner, at the addresses then shown on the real property assessment tax roll database maintained by the Miami-Dade County Property Appraiser for the purpose of the levy and collection of ad valorem taxes.

FURTHER AFFIANT SAYETH NOT.

---

Jason Greene, Affiant

STATE OF FLORIDA  
COUNTY OF MIAMI-DADE

The foregoing Affidavit of Mailing was sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 2020 by Jason Greene, Interim Town Manager, Town of Surfside, Florida. He is personally known to me or has produced \_\_\_\_\_ as identification and did take an oath.

\_\_\_\_\_  
Printed Name: \_\_\_\_\_  
Notary Public, State of Florida  
At Large  
My Commission Expires: \_\_\_\_\_  
Commission No.: \_\_\_\_\_

**APPENDIX B**  
**PROOF OF PUBLICATION**

**MIAMI DAILY BUSINESS REVIEW**

Published Daily except Saturday, Sunday and  
Legal Holidays  
Miami, Miami-Dade County, Florida

STATE OF FLORIDA  
COUNTY OF MIAMI-DADE:

Before the undersigned authority personally appeared MARIA MESA, who on oath says that he or she is the LEGAL CLERK, Legal Notices of the Miami Daily Business Review f/k/ a Miami Review, a daily (except Saturday, Sunday and Legal Holidays) newspaper, published at Miami in Miami-Dade County, Florida; that the attached copy of advertisement, being a Legal Advertisement of Notice in the matter of

TOWN OF SURFSIDE - CORRECTED NOTICE OF HEARING TO REIMPOSE AND PROVIDE FOR COLLECTION OF SOLID WASTE SERVICE SPECIAL ASSESSMENTS - SEPT. 15, 2020

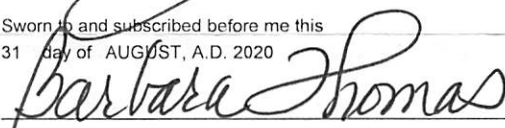
in the XXXX Court,  
was published in said newspaper in the issues of

08/31/2020

Affiant further says that the said Miami Daily Business Review is a newspaper published at Miami, in said Miami-Dade County, Florida and that the said newspaper has heretofore been continuously published in said Miami-Dade County, Florida each day (except Saturday, Sunday and Legal Holidays) and has been entered as second class mail matter at the post office in Miami in said Miami-Dade County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he or she has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

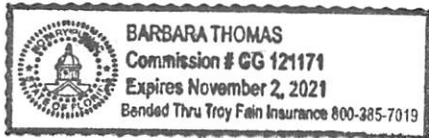


Sworn to and subscribed before me this  
31 day of AUGUST, A.D. 2020



(SEAL)

MARIA MESA personally known to me



**CORRECTED NOTICE OF HEARING  
TO REIMPOSE AND PROVIDE FOR  
COLLECTION OF SOLID WASTE SERVICE  
SPECIAL ASSESSMENTS**

Notice is hereby given that the Town Commission of the Town of Surfside, Florida will conduct a public hearing to consider reimposing solid waste service assessments for the Fiscal Year beginning October 1, 2020, against certain improved residential properties located within the incorporated area of the Town, to fund the cost of solid waste collection, disposal and recycling services provided to such properties and to authorize collection of such assessments on the tax bill.

The public hearing will be held at 7:00 p.m. on September 15, 2020, utilizing communication media technology due to COVID-19 health emergency, for the purpose of receiving public comment on the proposed assessments. All affected property owners have a right to appear at the hearing and to file written objections with the Town Commission within 20 calendar days of the date of this notice. If a person decides to appeal any decision made by the Town Commission with respect to any matter considered at the hearing, such person will need a record of the proceedings and may need to ensure that a verbatim record is made, including the testimony and evidence upon which the appeal is to be made. In accordance with the Americans with Disabilities Act, persons needing a special accommodation or an interpreter to participate in this proceeding should contact the Town Clerk at (305) 861-4863, Ext. 226, at least 7 days prior to the date of the hearing.

The total annual solid waste assessment revenue to be collected within the Town of Surfside for the upcoming fiscal year is estimated to be \$350,000. The rate of assessment for the upcoming fiscal year shall be \$318.67 per Dwelling Unit. The maximum rate of assessment that can be imposed in the fiscal year commencing October 1, 2019 and future fiscal years shall be \$400.00 per Dwelling Unit. Copies of the Solid Waste Management Services Assessment Ordinance (Ordinance No. 2018-1687), the Initial Assessment Resolution (Resolution No. 2018-2524), the Final Assessment Resolution (Resolution No. 2018-2534), the Preliminary Rate Resolution initiating the annual process of updating the Assessment Roll and reimposing the Solid Waste Service Assessments, and the updated Assessment Roll for the upcoming fiscal year are available for inspection at the Town Clerk's office, located at 9293 Harding Avenue, Surfside, Florida 33154.

If you have any questions, please contact the Town at (305) 861-4863, Ext. 226, Monday through Friday between 9:00 a.m. and 5:00 p.m.

The assessments will be collected on the ad valorem tax bill to be mailed in November 2020, as authorized by section 197.3632, Florida Statutes. Failure to pay the assessments will cause a tax certificate to be issued against the property which may result in a loss of title.

Sandra N. McCready, Town Clerk  
TOWN COMMISSION OF  
TOWN OF SURFSIDE, FLORIDA  
20-57/0000485540M

**APPENDIX C**

**FORM OF CERTIFICATE TO  
NON-AD VALOREM ASSESSMENT ROLL**

**CERTIFICATE  
TO  
NON-AD VALOREM ASSESSMENT ROLL**

I HEREBY CERTIFY that, I am the Mayor of Town of Surfside, Florida or the authorized agent of Town of Surfside, Florida (the "Town"); as such I have satisfied myself that all property included or includable on the non-ad valorem assessment roll for solid waste management services (the "Non-Ad Valorem Assessment Roll") for the Town is properly assessed so far as I have been able to ascertain; and that all required extensions on the above described roll to show the non-ad valorem assessments attributable to the property listed therein have been made pursuant to law.

I FURTHER CERTIFY that, in accordance with the Uniform Assessment Collection Act, this certificate and the herein described Non-Ad Valorem Assessment Roll will be delivered to the Miami-Dade County Tax Collector on or about September 15, 2020.

IN WITNESS WHEREOF, I have subscribed this certificate and directed the same to be delivered to the Miami-Dade County Tax Collector and made part of the above described Non-Ad Valorem Assessment Roll this \_\_\_\_ day of \_\_\_\_\_, 2020.

TOWN OF SURFSIDE, FLORIDA

By: \_\_\_\_\_  
Charles W. Burkett, Mayor

**[to be delivered to Tax Collector on or about September 15, 2020]**