



TOWN OF SURFSIDE, FLORIDA
FIRST BUDGET HEARING
TOWN HALL COMMISSION CHAMBERS
9293 HARDING AVENUE

SEPTEMBER 14, 2010
5:01 PM

1. Opening

- A. Call to Order**
- B. Roll Call of Members**
- C. Pledge of Allegiance**
- D. Agenda and Order of Business (Additions, Deletions)**

2. Discussion Regarding Millage Rate and Budget

3. Millage Rate

A RESOLUTION OF THE TOWN OF SURFSIDE, MIAMI-DADE COUNTY, FLORIDA, ADOPTING THE TENTATIVE LEVYING OF A MILLAGE RATE AGAINST ALL TAXABLE REAL AND PERSONAL PROPERTY IN THE TOWN OF SURFSIDE, FLORIDA FOR THE FISCAL YEAR 2010-2011; AND REAFFIRMING SEPTEMBER 22, 2010 AS THE DATE OF ADOPTION OF THE FINAL MILLAGE RATE.

4. 2010-2011 Proposed Budget

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA, APPROVING AND ADOPTING THE TENTATIVE ANNUAL BUDGET AND MAKING APPROPRIATIONS FOR THE FISCAL YEAR 2010-2011; ATTACHING A SUMMARY COPY OF SAID BUDGET MARKED EXHIBIT "A"; PROVIDING FOR AN EFFECTIVE DATE.

5. Adjournment

Respectfully submitted,

Gary L. Word,
Town Manager

THIS MEETING IS OPEN TO THE PUBLIC. IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT OF 1990, ALL PERSONS ARE DISABLED; WHO NEED SPECIAL ACCOMMODATIONS TO PARTICIPATE IN THIS MEETING BECAUSE OF THAT DISABILITY SHOULD CONTACT THE OFFICE OF THE TOWN CLERK AT 305-893-6511 EXT. 226 NO LATER THAN FOUR DAYS PRIOR TO SUCH PROCEEDING. HEARING IMPAIRED PERSONS MAY CONTACT THE TDD LINE AT 305-893-7936.

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.



Commission Communication

Date: September 14, 2010

Subject: To establish a Fiscal Year 2010-2011 Tentative Millage Rate

Background: To generate revenues sufficient for the financing of municipal government operations, municipalities are permitted to establish a millage rate which, when applied to the assessed valuation of properties, creates a taxable levy against real and personal property within the Town. This item provides for the adoption of a tentative millage rate to assist with funding the Fiscal Year 2010–2011 budget.

Recommendation: It is recommended that the Surfside Town Commission adopt a tentative millage rate resolution adopting a preliminary millage rate of 5.6671 mils (representing an 11.76% tax levy increase) for the Fiscal Year 2010–2011 budget and establish a final public hearing date of Wednesday, September, 22, 2010 at 5:01p.m..

Analysis: In June of 2010, the Town Manager transmitted a proposed budget document as required by Town Charter utilizing preliminary assessment information. That document proposed a preliminary millage rate of 5.2532 mils (please refer to page 23 of the Proposed Budget Book) and identified the effect that adoption of other rates were projected to have upon Town revenues. Upon receiving the certified property assessment valuation on July 1, 2010 the new rate required to match the proposed budget book changed to 5.2372 (Attachment A)

On July 14, 2010, after careful consideration, the Mayor and Town Commission adopted a proposed ("not-to-exceed") rate of 5.9499 mils. This amount represents a millage rate which could be levied through a simple majority vote. Then, upon receiving additional external information (State of Florida projections, etc.) and after substantive discussions with the Mayor and Town Commission regarding the value of retaining certain unfunded projects / programs during two budget workshops, the proposed millage rate has been reduced to 5.6671 (Attachment B). This is the rate which is currently proposed to fund Town of Surfside services for the forthcoming budget fiscal year.


 Finance Support Services Dept. Head


 Town Manager

ATTACHMENT A

Fiscal Year 2011 Millage Maximums and Related Information (Based on Certified Assessment Information)					
Millage Name	Votes Required	Maximum Millage	Total Resulting Net Revenues	Net Revenue Change (from Proposed Budget Book)	FY 2011 levy increase from FY 2010 on \$250,000 taxable value
FY 2010 Rate	3	4.7332	\$4,810,062	(\$512,184)	(\$84)
Aggregate Roll-up Rate	3	5.0710	\$5,153,348	(\$168,899)	\$0
New Rate Needed to Match Proposed Budget Book (including personal property)	3	5.2372	\$5,322,247	\$0	\$42
Town of Surfside Historic Rate	3	5.6030	\$5,693,987	\$371,740	\$133
Maximum Majority Vote (Adjusted Roll-up)	3	5.9499	\$6,046,520	\$724,274	\$220
Maximum Super Majority Rate	4	6.5449	\$6,651,183	\$1,328,936	\$368
Unanimous	5	10.0000	\$10,162,390	\$4,840,143	\$1,232

TOWN OF SURFSIDE, FLORIDA

Fiscal Year 2010-2011 input received after Second Commission Budget Workshop held on August 9, 2010

Proposed Budget Book page reference number	Department	Description	Proposed Adjustment	Project Millage Equivalent	Cumulative Projected Millage	Project Cost on \$250,000 taxable (est.)	Cumulative Cost on \$250,000 taxable (est.)
General Fund							
Millage Required to match Proposed Budget Book							
		Community Center / Aquatics Facility Operations, as revised (-\$6,000)	\$213,438	0.2101	5.2372	\$41.57	\$41.57
83	Leisure Services	Reduction - Elimination of SPC Position	(\$63,000)	(0.0620)	5.4473	\$52.54	\$94.11
N/A	Executive	Reduction - Revenue Revisions to State & Local Estimates	(\$11,924)	(0.0117)	5.3853	(\$15.51)	\$78.60
N/A	Revenues	Reduction - Increased Revenue Red Light Program	(\$30,000)	(0.0295)	5.3736	(\$2.93)	\$75.66
N/A	Revenues	Reduction - Elimination of Zoning Code Permitted Uses	(\$7,500)	(0.0074)	5.3440	(\$7.38)	\$68.28
N/A	Building (P&Z)	Lien Recovery Outside Counsel, as revised (-\$10,000)	\$40,000	0.0394	5.3367	(\$1.85)	\$66.43
46	Legal	Document Imaging - Scanners & Software	\$26,500	0.0261	5.3760	\$9.85	\$76.28
60	Town Clerk	Restoration of General Employee Pay Reductions (1%/2%)	\$24,500	0.0241	5.4021	\$6.52	\$82.80
N/A	Town Wide	General Employee Across the Board Pay Adjustment (2%)	\$58,590	0.0577	5.4262	\$6.03	\$88.83
N/A	Town Wide	Phones System Upgrade	\$54,000	0.0532	5.4839	\$14.42	\$103.25
98	Finance	Re-painting of Town Hall	\$18,000	0.0177	5.5371	\$13.29	\$116.54
76	Public Works	Vehicle Replacement	\$58,000	0.0571	5.5548	\$4.43	\$120.97
103	Public Safety	Tourist Resort Tax Auditor-GF portion (50%)	\$4,000	0.0039	5.6119	\$14.28	\$135.25
86	Leisure Services	Addition - Restoration (less 1%) of 3 Front Office to 40 hours	\$17,969	0.0177	5.6159	\$0.98	\$136.24
N/A	Building/Executive	Increase to Code Enforcement FT, 40 Hours (less 2%)	\$34,072	0.0335	5.6336	\$4.42	\$140.66
68	Building				5.6671	\$8.39	\$149.04
Municipal Parking Fund Projects - Not Funded							
151	Public Works	Parking Lot Landscaping	\$8,000				
152	Public Works	Parking Lot Litter and Recycling Receptacles	\$6,840				
150	Building (P&Z)	Parking Study	\$50,000				

ATTACHMENT B

RESOLUTION No. _____

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, MIAMI-DADE COUNTY, FLORIDA, ADOPTING THE TENTATIVE LEVYING OF A MILLAGE RATE AGAINST ALL TAXABLE REAL AND PERSONAL PROPERTY IN THE TOWN OF SURFSIDE, FLORIDA FOR THE FISCAL YEAR 2010-2011; AND REAFFIRMING SEPTEMBER 22, 2010 AS THE DATE OF ADOPTION OF THE FINAL MILLAGE RATE.

WHEREAS, the Mayor and Town Commission of Surfside, Florida of Miami-Dade County finds it necessary to levy an ad valorem millage rate in the Town of Surfside, and

WHEREAS, on September 14, 2010 at 5:01 p.m., the Town Commission held a Public Hearing regarding such ad valorem millage rate as required by Florida Statute 200.65.

NOW, THEREFORE, THE COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA HEREBY RESOLVES AS FOLLOWS:

Section 1. Recitals. The above and foregoing recitals are true and correct.

Section 2. Adoption of Tentative Millage. The millage rate of 5.6671 mills is hereby adopted as the tentative millage rate for the Town of Surfside.

Section 3. Comparative. The tentative millage rate of 5.6671 mills is greater than the rolled-back rate of 5.0710 mills by 11.76%

Section 4. Finalization of Millage. A final public hearing shall be held on September 22, 2010 at 5:01 p.m. to adopt the final millage rate.

PASSED and ADOPTED this 14th day of September, 2010.

Motion by Commissioner _____, second by Commissioner _____.

FINAL VOTE ON ADOPTION

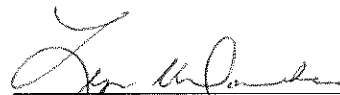
Commissioner Michael Karukin _____
Commissioner Edward Kopelman _____
Commissioner Marta Olchyk _____
Vice Mayor Joseph Graubart _____
Mayor Daniel Dietch _____

Daniel Dietch, Mayor

ATTEST:

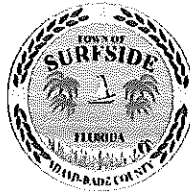
Debra E. Eastman, MMC
Town Clerk

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



Lynn M. Dannheisser, Town Attorney

Resolution No. _____



Commission Communication

Agenda Item #: 4

Date: September 14, 2010

Subject: To establish a Fiscal Year 2010-2011 Tentative Budget

Background: Each municipality within the State of Florida is required by State Statute to adopt a balanced budget through a statutorily prescribed deadline and process of two public hearings in advance of the effective date of the budget. This item provides for the first public hearing on the Town of Surfside's proposed Fiscal Year 2010–2011 budget and for adoption of the tentative budget for that year. A second hearing is required and has been scheduled for Wednesday, September 22, 2010 at 5:01p.m.

Recommendation: It is recommended that the Surfside Town Commission adopt the attached tentative budget resolution adopting the Fiscal Year 2010–2011 tentative budget.

Analysis: The Town of Surfside's budget process began in March and has included numerous revisions and discussions with Staff as well as the Mayor and Town Commission. At the end of June, staff complied with and distributed a balanced proposed budget as required by Town Charter. The charter requirement to provide documents earlier than usual requires the establishment of funding recommendations by Staff without the benefit of important information (e.g. State Revenue Estimates and, most importantly, Certified Property Valuations) resulting in several revisions required.

The initial budget was proposed at what was then estimated as the "aggregate roll-back" rate; this is the amount required to generate the same tax levy as the prior year. In July, the Mayor and Town Commission gave direction to balance the budget with a millage rate no higher than 5.9499 mils (the maximum majority vote millage). Throughout two budget workshops additional direction was provided regarding key services and service levels.

The budget proposed for consideration tonight is balanced at 5.6671 mils. To achieve this rate two and one-half positions were reduced. This budget does, however, incorporate the

restoration of wage reductions required in the current year and provides for a two percent (2%) salary adjustment for all general employees.

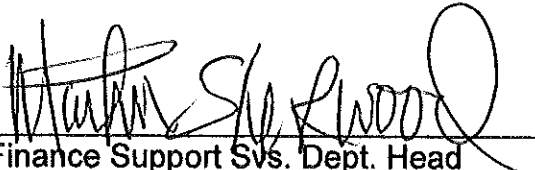
Budget workshops were held in July 2010 and again in August 2010. During those workshops several Commissioners spoke about key projects which they would like to see preserved, restored, and/or otherwise modified. As a result of those discussions additional amendments have been made to the proposed document. The item presented tonight substantially meets all service areas where there appears to be Commission consensus.

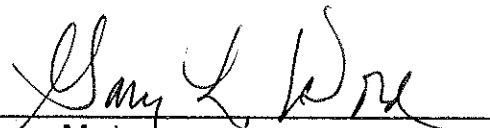
General Fund: Materials have been presented throughout this process to keep the Commission informed of major changes to funds requiring updates. Minor modifications have been required for all funds to accommodate the wage adjustments, but the vast majority of work has been devoted to the General Fund. The current agenda also focuses on the General Fund.

Capital Projects Fund: Recognizing the funding limitations and need to be responsible to the electorate, a couple of projects for this fund have been postponed to future years. Others have been removed altogether. This budget does, however, include the final funding needed to complete the Community Center / Aquatics Facility construction and provides for the replacement of two police vehicles.

Special Revenue Funds: Special Revenue Funds include the Tourism, Police Forfeiture, and Citizen's Initiative Transportation Tax (CITT) funds. Presentations regarding modifications to the Police Forfeiture Fund have been previously presented. Specifically, the Tourist Resort Fund will be reduced by a part-time position.

Enterprise Funds: Enterprise funds include the Stormwater, Parking, Solid Waste Collection, and Water & Sewer funds. No substantial adjustments have been made regarding enterprise funds since the proposed budget book was submitted with one notable exception. The initial book anticipated increases to water and sewer rates of nearly forty percent (40%). Having received the results of the water and sewer rate study, a new structure is proposed which will cut the total percentage increase nearly in half to approximately twenty percent (20%) aggregated. The actual adjustment for individual properties, it should be noted, may be less or noticeably more depending on consumption levels.


Finance Support Svs. Dept. Head


Town Manager

RESOLUTION No. _____

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA, APPROVING AND ADOPTING THE TENTATIVE ANNUAL BUDGET AND MAKING APPROPRIATIONS FOR THE FISCAL YEAR 2010-2011; ATTACHING A SUMMARY COPY OF SAID BUDGET MARKED EXHIBIT "A"; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town Manager has submitted to the Town Commission a budget and an explanatory budget message for the fiscal year 2010-2011, showing estimates of revenues and expenditures by organization entity, together with character and object of expenditure and an estimate of all municipal projects pending or to be undertaken; and

WHEREAS, on September 14, 2010 at 5:01 p.m., the Town Commission held a Public Hearing on said budget after posting a notice of the time and place of said hearing,

WHEREAS, prior to consideration of the Tentative budget and at the same meeting, the Town Commission discussed the millage rate as required by Florida Statute,

NOW, THEREFORE, THE COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA HEREBY RESOLVES AS FOLLOWS:

Section 1. Recitals. The above and foregoing recitals are true and correct.

Section 2. Adoption of Tentative Budget. The Tentative Budget for the fiscal year commencing October 1, 2010 and ending September 30, 2011, be and the same is hereby approved and adopted in the amounts and in the form detailed in the budget attached hereto, marked Exhibit "A" and by reference thereto made a part hereof.

Section 3. Expenditure of Funds Appropriated in the Budget Authorized. Funds appropriated in the Budget may be expended by and with the approval of the Town Manager in accordance with the provisions of the Town Charter and applicable law. Funds of the Town shall be expended in accordance with the appropriations provided in the Budget adopted by this Resolution and shall constitute an appropriation of the amounts specified therein. Supplemental appropriations or the reduction of appropriations, if any, shall be made in accordance with the Town Charter.

Section 4. Budgetary Control. The 2010/2011 Operating and Capital Outlay Budget establishes a limitation on expenditures by fund total. Said limitation requires that the total sum

allocated to each fund for operating and capital expenses may not be increased or decreased without specific authorization by a duly-enacted Resolution affecting such amendment or transfer. Therefore, the Town Manager may authorize transfers from one individual line item account to another, and from one department to another so long as the line item and department accounts are within the same fund.

Section 5. Grants and Gifts. When the Town of Surfside receives monies from any source, be it private or governmental, by Grant, Gift, or otherwise, to which there is attached as a condition of acceptance any limitation regarding the use or expenditures of the monies received, the funds so received need not be shown in the Operating Budget nor shall said budget be subject to amendment of expenditures as a result of the receipt of said monies, but said monies shall only be disbursed and applied toward the purposes for which the said funds were received. To ensure the integrity of the Operating Budget, and the integrity of the monies received by the Town under Grants or Gifts, all monies received as contemplated above must, upon receipt, be segregated and accounted for based upon generally accepted accounting principles and where appropriate, placed into separate and individual trust and/or escrow accounts from which any money drawn may only be disbursed and applied within the limitations placed upon same.

Section 6. Amendments. Upon the passage and adoption of the Final 2010-2011 fiscal year Budget for the Town of Surfside, if the Town Manager determines that an Operating or a Capital Outlay fund total will exceed its original appropriation, the Town Manager is hereby authorized and directed to prepare such Resolutions as may be necessary and proper to modify the Budget hereby.

Section 7. Encumbrances. All outstanding encumbrances at September 30, 2010 shall lapse at that time; and all lapsed capital outlay encumbrances shall be re-appropriated in the 2010/2011 fiscal year.

Section 8. This Resolution shall take effect immediately upon adoption and a second hearing will be held on September 22, 2010 at 5:01 pm to adopt the Final Annual Budget for Fiscal Year 2010 / 2011.

PASSED and ADOPTED this 14th day of September, 2010.

Resolution No. _____

Motion by Commissioner _____, second by Commissioner _____.

FINAL VOTE ON ADOPTION


Commissioner Michael Karukin _____
Commissioner Edward Kopelman _____
Commissioner Marta Olchyk _____
Vice Mayor Joseph Graubart _____
Mayor Daniel Dietch _____

Daniel Dietch, Mayor

ATTEST:

Debra E. Eastman, MMC
Town Clerk

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



Lynn M. Dannheisser, Town Attorney

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EXHIBIT A