

MEMORANDUM

DATE: MARCH 11, 2022

TO: TOWN COMMISSION

FROM: CHRISTOPHER CARMAN, TAX OVERSIGHT COMMITTEE

SUBJECT: ANNUAL COMMITTEE REPORT

The Citizens Tax Oversight Committee held its annual meeting on March 11, 2022 9:00 am in a public meeting and reviewed the following:

1. Audited Results

The Budget Manager reviewed the 2021 audited results of operations with the Citizens' Tax Oversight Committee which showed that the fund balance increased \$640,339 for a total fund balance of \$1,053,776 as follows:

	Audited Actual FY2021
Revenue:	
Infrastructure Surtax	\$814,929
Proceeds from Sale of Fixed Assets	0
Net Investment Income	536
Total Revenue	\$815,465
Expenditures:	
Public Facilities – HVAC Replacements	\$9,409
Public Facilities – Office Furniture Replacement	34,242
Parks and Recreation– Tennis Courts Resurfacing	17,310
Parks and Recreation – Tennis Center Monument Sign	10,590
Parks and Recreation– Tennis Court Underground Watering System Replacement (Partial)	35,766
Public Safety- Police; Outfit Patrol Cars (Vehicles purchased with Manatee County Infrastructure Surtax)	10,082
Public Safety- Fire; Communication Equipment	57,727
Total Expenditures	\$175,126
Revenues over expenditures	\$640,339
Fund Balance, Beginning	\$413,437
Fund Balance, Ending	\$1,053,776

2. Town Process Compliance

The Citizen Tax Oversight Committee's role is to ensure the Town is complying with proper procedures with regards to the infrastructure surtax budget process.

The Committee has determined, based on the materials provided, that the Town has complied with the proper process regarding infrastructure surtax approvals.

The Town Commission passed Resolution 2021 with reallocated the functional categories (Project List). The current budget covering Phase III allocation of funds for the period FY2009-FY2024 is presented below:

<u>Project List</u>	PHASE III <u>ALLOCATION</u>
Beach Nourishment	\$300,000
Streets & Drainage	0
Park& Recreation Improvements	2,202,494
Canal Dredging	900,000
Public Safety	5,366,773
Public Facility Improvements	<u>1,160,601</u>
	<u><u>\$9,929,868</u></u>

3. Project Commitments (Budget)

There have been no expenditures of Infrastructure Surtax funds except for items on the approved project list. The approved project list was developed as part of the five-year capital plan during the budget process and are shown below for both FY21 and FY22.

	<u>Public Safety Improvements</u>	<u>Facility Improvements</u>	<u>Parks Improvements</u>	<u>Canal Dredging</u>
<u>FY 2020-21 BUDGET</u>				
Crime Scene/Evidence Van	\$30,000			
Defibrillator	\$35,000			
Boat Motors-Police (Boston Whaler)	\$20,000			
Gear Extractor-Fire	\$25,000			
HVAC Upgrades		\$25,000		
Tennis Watering System			\$178,831	
Tennis Center Monument Sign/Landscape			\$15,000	
Tennis Court Resurfacing			\$12,000	

	<u>Public Safety Improvements</u>	<u>Facility Improvements</u>	<u>Parks Improvements</u>	<u>Canal Dredging</u>
<u>FY 2021-22 BUDGET</u>				
Fire Battalion Vehicles	\$116,000			
Fire ATV and Trailer	\$22,000			
Fire Defibrillators	\$35,000			
Fire Video Airway	\$6,000			
Fire Extrication Equipment (Jaws of Life)	\$15,000			
Police Tasers	\$53,200			
Police In Car Cameras	\$60,000			
Police ATV	\$22,000			
HVAC Upgrades/Replacement		\$25,000		
Tennis Center Canopies			\$15,000	
Tennis Center Fencing			\$10,000	

The Current budget is shown below with respective balances after FY2022 budgeted expenses have been paid, providing for a remaining budget of \$2,447,674 for future use.

<u>Project List</u>	PHASE III	AMOUNT EXPENDED OR COMMITTED	<u>BALANCE</u>
	<u>ALLOCATION</u>	<u>THROUGH FY22</u>	
Beach Nourishment	\$300,000	\$300,000	\$0
Streets & Drainage	0	0	0
Park& Recreation Improvements	2,202,494	1,797,495	404,999
Canal Dredging	900,000	900,000	0
Public Safety	5,366,773	3,617,168	1,749,605
Public Facility Improvements	1,160,601	281,001	67,399
	<u>\$9,929,868</u>	<u>\$6,895,063</u>	<u>\$2,447,674</u>

4. Conclusion

The Citizens' Tax Oversight Committee has reviewed, but has not verified actual, expenditures, subject to the final audit report to be issued, to ensure they are in accordance with the scope of the project budget and we have no findings to report to you at this time.

Christopher Carman
Citizens' Tax Oversight Committee