

AGENDA AND PUBLIC NOTICE CITIZEN TAX OVERSIGHT COMMITTEE

THERE WILL BE A PUBLIC MEETING OF THE
CITIZEN TAX OVERSIGHT
AT 501 BAY ISLES RD, LONGBOAT KEY FLORIDA
ON APRIL 8, 2024 AT 9:00 am

1. Call to Order, Roll Call.
2. Opportunity for Public to be heard.
3. Approve Minutes (April 10, 2023).
4. Finance Presentation and Discussion
5. Review Draft of Memo to Town Commission
6. Committee Comments
7. Adjourn

No verbatim record by a certified court reporter is made of these proceedings. Accordingly, any person who may seek to appeal any decision involving the matters noticed herein will be responsible for making a verbatim record of the testimony and evidence at these proceedings upon which any appeal is to be based (see Section 286.0105, Fla. Stat.).

In accordance with the Americans with Disabilities Act and Section 286.26, F.S., persons needing a special accommodation to participate in this proceeding should contact the Town Clerk's office at 941-316-1999 forty-eight (48) hours in advance of this proceeding. If you are hearing impaired, please call 941-316-8719.

CITIZEN TAX OVERSIGHT COMMITTEE

Commission Chambers
April 10, 2023 AT 9:00 AM

MINUTES

1. Call to Order, Roll Call

Chairman Paul Levine called the meeting to order at 9:00 a.m. Sandi Henley called the Roll.

Present: Margaret Nuzzo, Kevin Magnus, Paul Levine, Ken Gorman, John Rayis, Jack Brill

Not Present: Christopher Carman

Also Present: Sandi Henley, Budget Manager; Susan Smith, Finance Director.

2. Swearing in New Committee Member

Savannah Cobb, Assistant Town Clerk, performed the swearing in of new member John Rayis.

3. Opportunity for Public to be heard.

No public present.

4. Approve Minutes (March 11, 2022).

A motion to approve the minutes of March 11 2022 was made by Jack Brill and seconded by Margaret Nuzzo. Minutes approved unanimously.

5. Finance Presentation and Discussion

Sandi Henley, Budget Manager provided overview of the Powerpoint presentation. Highlights included history of Infrastructure Surtax ("IST") renewal and recent approval of Phase IV, Committee Oversight capacity and role, a review of Phase III Categories and a history of Budget amendments since inception.

John Rayis inquired about the Beach Management Plan and Canal Dredging. The Beach Management Plan is available at Public Works and has several other funding sources besides IST funds. The last major dredge was in 2003 and an assessment program is currently under development. IST Funds will likely be used for the shared common public canals and benefit assessments will be assessed to homeowners on private canals.

Sue Smith, Finance Director explained the Capital Improvement Process. All capital requests are analyzed for eligibility under the IST program and flagged as such. Then it is determined if enough revenue is available. If not, other funding sources are looked into, such as General Fund revenue.

Committee was updated on fiscal year 2023 use of funds and Phase IV values in the 15 Year Plan.

6. Review Draft of Memo to Town Commission

Paul Levine asked that Section 3 of the memo be changed next year to provide subtotals for FY22 and FY23 project lists so they can tie the numbers to what was presented. It was also asked that the Amount Expended or Committed only be shown through the year they are approving instead of the current year budget.

Jack Brill made a motion to approve the annual report. Paul Levine seconded. Motion passed unanimously.

7. Committee Comments

Committee thanked the Finance Department for their hard work.

8. Adjourn

Meeting adjourned at 9:47 a.m.

Minutes were taken by Sue Smith, Finance Director

End of Agenda Item



TOWN OF LONGBOAT KEY

Citizen Tax Oversight Committee and Infrastructure Surtax

April 8, 2024 9AM



TOWN OF LONGBOAT KEY

Infrastructure Surtax



Overview

- The infrastructure surtax is a one-cent sales tax that funds many capital improvement projects.
- Expenditures shall comply with Florida Statutes Section 212.055 (2)
- It's imposed by most Florida counties, is also called local option county sales tax
- The rate varies in each county
 - Sarasota County 1%
 - Manatee County .5% (Effective Jan 1, 2017)
- Proceeds are distributed to municipalities based on population



Background

- Sarasota County established the 1% Tax by Referendum
 - Ordinance 89-040 – Term of 10 years (Fiscal Year 1989-1998)
 - Ordinance 97-083 – 10 Year Renewal (Fiscal Year 1999-2009)
 - Ordinance 2007-087 – 15 Year Renewal (Fiscal Year 2010-2025)
 - Ordinance 2022-001 – 15 Year Renewal (Fiscal Year 2025-2039)
- Sarasota County Ordinances provide an estimate of revenues and proposed Project Lists for the County and all municipalities in a 15 year budget
- Longboat Key's Project List is shown as "Exhibit F" in Ordinance
- Any Amendments to "Exhibit F" are approved through Town Resolutions
- Manatee County established .5% Tax by Referendum
 - Ordinance 16-35 – Term of 15 years (Jan 1, 2017-Dec 31, 2031)



Citizens Tax Oversight Committee

- Formed in 1998 (Resolution 98-04 and renewed Resolution 2010-13) in accordance with requirements of Sarasota County Ordinance
- Committee shall act solely in an oversight capacity to conduct:
 1. Annual Review of expenditures from sales tax proceeds to ensure they are in accordance with the project list and any changes thereto;
 2. Review any changes made by the Town to the project list or to the allocation of the sales tax proceeds, to ensure all procedural requirements have been followed;
 3. Report the Committee's findings to the Town Commission by May Regular Workshop

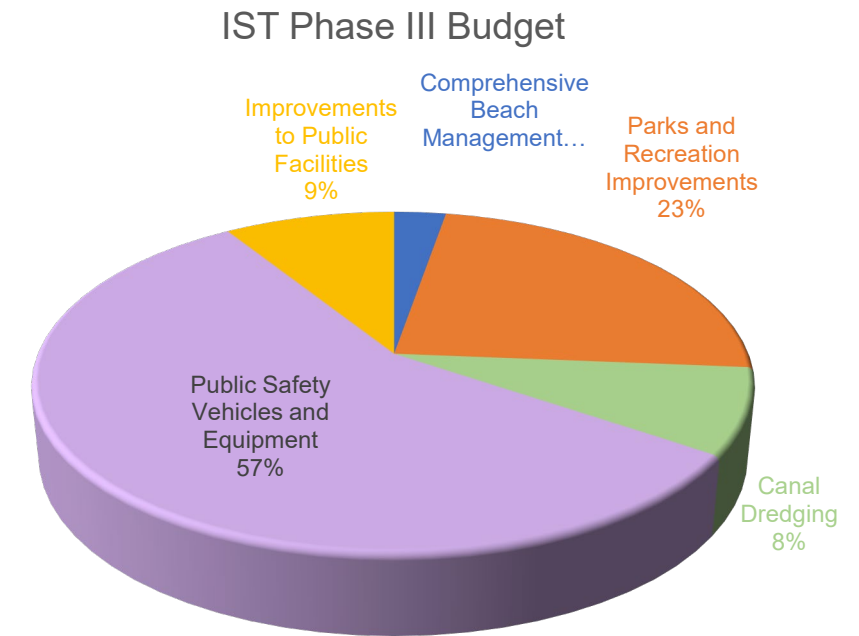


Infrastructure Surtax III Categories and Current Budget (as Amended)

Functional categories

Current 15 Year Budget for functional areas-Phase III:

1. Comprehensive Beach Management	\$ 300,000
2. Parks and Recreation Improvements	\$ 2,592,875
3. Canal Dredging	\$ 900,000
4. Public Safety Vehicles and Equipment	\$ 6,225,468
5. Improvements to Public Facilities	<u>\$ 989,442</u>
Total	\$ 11,007,785



Phase III began September 2009 and ends December 31, 2024

Updated Projected Revenue is estimated at \$11 million by Dec 31, 2024 (Revised Exhibit F with Resolution 2023-24).



TOWN OF LONGBOAT KEY

Infrastructure Surtax Phase III History of Budget Amendments

EXHIBIT F HISTORY		ORIGINAL	FY2012		FY2014		FY2014		FY2016		FY2018		FY2021		FY2023	
CATEGORIES	PROJECT TITLE	SURTAX FUNDING	Recession Budgetary Adjustment RES RES 2012-13	SURTAX FUNDING	Reallocation between projects RES 2013-31	SURTAX FUNDING	Adjusted revenues investment income RES 2014-21	SURTAX FUNDING	Reallocation between projects RES2016-17	SURTAX FUNDING	Revised based on Growth in Sales tax RES 2018-20	SURTAX FUNDING	Revised Revenue and Reallocation between projects RES 2021-13	SURTAX FUNDING	Revised Revenue and Reallocation between projects RES 2023-24	SURTAX FUNDING
COMPREHENSIVE BEACH MANAGEMENT	Longboat Key Beach Nourishment Project 2014 and Erosion Control Structures	\$3,529,636	\$ (1,699,067)	\$1,830,569	\$ (100,000)	\$1,730,569		\$1,730,569	\$ (715,000)	\$1,015,569		\$1,015,569	\$ (715,569)	\$300,000		\$300,000
	Comprehensive Beach Management Total	\$3,529,636		\$1,830,569		\$1,730,569		\$1,730,569		\$1,015,569		\$1,015,569		\$300,000		\$300,000
STREETS and DRAINAGE	Street Resurfacing and Drainage Improvements	\$1,000,000	\$ (1,000,000)	\$0	\$ -	\$0		\$0		\$0		\$0		\$0		\$0
	Streets & Drainage Total	\$1,000,000		\$0		\$0		\$0		\$0		\$0		\$0		\$0
PARKS and RECREATION IMPROVEMENTS	Parks & Recreation Improvements	\$3,000,000	\$ -	\$3,000,000	\$ (78,000)	\$2,922,000		\$2,922,000		\$2,922,000		\$2,922,000	\$ (719,506)	\$2,202,494	\$ 390,381	\$2,592,875
	Parks & Recreation Total	\$3,000,000		\$3,000,000		\$2,922,000		\$2,922,000		\$2,922,000		\$2,922,000		\$2,202,494		\$2,592,875
CANAL DREDGING	Dredging maintenance	\$2,000,000	\$ (1,000,000)	\$1,000,000	\$ (100,000)	\$900,000		\$900,000		\$900,000		\$900,000		\$900,000		\$900,000
	Canal Dredging Total	\$2,000,000		\$1,000,000		\$900,000		\$900,000		\$900,000		\$900,000		\$900,000		\$900,000
PUBLIC SAFETY	Fire and Rescue Capital Vehicle Acquisitions	\$2,000,000	\$ (1,065,000)	\$935,000	\$ 356,000	\$1,291,000	\$ 297,168	\$1,588,168	\$ 715,000	\$2,303,168	\$ 1,500,000	\$3,803,168	\$ 1,563,605	\$5,366,773	\$ 858,695	\$6,225,468
	Public Safety Total	\$2,000,000		\$935,000		\$1,291,000		\$1,588,168		\$2,303,168		\$3,803,168		\$5,366,773		\$6,225,468
IMPROVEMENTS TO PUBLIC FACILITIES	Facilities Maintenance	\$1,000,000		\$1,000,000	\$ (78,000)	\$922,000		\$922,000		\$922,000		\$922,000	\$ 238,601	\$1,160,601	\$ (171,159)	\$989,442
	Public Facilities Improvements Total	\$1,000,000		\$1,000,000		\$922,000		\$922,000		\$922,000		\$922,000		\$1,160,601		\$989,442
	Town of Longboat Key Infrastructure Surtax Project Grand Total	\$12,529,636	\$ (4,764,067)	\$7,765,569	\$ -	\$7,765,569	\$ 297,168	\$8,062,737	\$ -	\$8,062,737	\$ 1,500,000	\$9,562,737	\$ 367,131	\$9,929,868	\$ 1,077,917	\$11,007,785
	Town of Longboat Key Infrastructure Surtax Revenue FY2010-FY2024	\$12,529,636		\$7,765,569		\$7,765,569		\$8,062,737		\$8,062,737		\$9,562,737		\$9,929,868		\$11,007,785



TOWN OF LONGBOAT KEY

Infrastructure Surtax Fund Audited Expenditures Last Five Years (FY2019-FY2023)

	AUDITED ACTUAL FY 2018-2019	AUDITED ACTUAL FY 2019-2020	AUDITED ACTUAL FY 2020-2021	AUDITED ACTUAL FY 2021-2022	AUDITED ACTUAL FY 2022-2023
Fiscal Year 2019-2023					
Revenues					
Infrastructure Surtax / Sarasota	\$ 725,745	\$ 707,970	\$ 814,929	\$ 975,070	\$ 1,045,759
Sale Of Fixed Assets		26,350		7,000	15,000
Insurance Proceeds					39,268
Net Investment Income	22,554	9,826	536	(19,754)	63,206
Total Revenues:	\$ 748,299	\$ 744,146	\$ 815,465	\$ 962,316	\$ 1,163,233
Expenditures					
Public Facilities: Roof Windows Replacement		53,539			
Public Facilities: HVAC	14,057		9,409	4,396	10,909
Public Facilities: PD Light Poles					10,816
Public Facilities: Office Furniture			34,242		
Public Facilities: Chamber Audio	34,000				
Public Facilities: Police Space Reno	2,624				
Public Facilities: Rec Ctr Roof					25,375
Public Safety: Crime Scene Vehicle					36,757
Public Safety: Marine Patrol Pickup		44,000			
Public Safety: Police Patrol Cars			10,082		442,531
Public Safety: Police Atv				21,855	
Public Safety: Pd Car Cradles					19,515
Public Safety: License Plate Reader System					49,130
Public Safety: Police Mdts					18,316
Public Safety: Police Radios	3,291				
Public Safety: Tasers				53,200	
Public Safety: Ambulance		277,644			
Public Safety: Fire Battalion Vehicle					57,918
Public Safety: Fire Dept Pool Car				46,938	
Public Safety: Fire Truck		850,000		-	
Public Safety: Fire Marshal Hybrid				-	25,128
Public Safety: Fire Atv And Trailer				21,482	
Public Safety: Defibrillators				35,517	
Public Safety: Fire Equipment			57,727	5,092	
Public Safety: Fitness Equipment At Fire Dept	8,203				
Public Safety: Fire Radios	4,755	44,902		11,144	
Public Safety: Stretchers					61,024
Public Safety: Jet Ski And Trailer					18,769
Parks/Rec: Transfer to Town Ctr				85,381	
Parks/Rec: Pickle Ball Courts	7,515	43,939			
Parks/Rec: Tennis Center Canopies					7,985
Parks/Rec: Fencing At Tennis Center		1,800			297,281
Parks/Rec: Tennis Center Monument Sign			10,590		
Parks/Rec: Tennis Court Resurfacing-Clay		4,500	16,910		
Parks/Rec: Tennis Teaching Court		2,800	400		
Parks/Rec: Underground Tennis Court Water	137,023	16,717	35,766	143,065	
Total Expenditures	\$ 211,468	\$ 1,339,841	\$ 175,126	\$ 428,070	\$ 1,081,454
Net of Revenues & Expenditures	\$ 536,831	\$ (595,695)	\$ 640,339	\$ 534,246	\$ 81,779



General Permitted Uses of Funds

F.S. Section 212.055

- To acquire land for public recreation, land conservation or for the protection of natural resources
- To finance, plan and construct capital assets and infrastructure with a life expectancy of 5 or more years.
- A fire department vehicle, an emergency medical service vehicle, a sheriff's office vehicle, a police department vehicle, or any other vehicle, and the equipment necessary to outfit the vehicle for its official use or equipment that has a life expectancy of at least 5 years.
- Energy efficiency improvements including insulation, energy efficient heating cooling or ventilation systems, replacement windows, EV charging equipment

“Infrastructure” means: Any fixed capital expenditure or fixed capital outlay associated with the construction, reconstruction, or improvement of public facilities that have a life expectancy of 5 or more years, any related land acquisition, land improvement, design, and engineering costs, and all other professional and related costs required to bring the public facilities into service.



FY24 Budgeted Use of Funds (As Amended)

Sarasota Infrastructure Surtax Projects for FY24 Budget

	<u>FY23 Carryover</u>	<u>FY24 New Spend</u>	<u>Total</u>
Public Facilities:			
Recreation Center Roof	9,625	-	9,625
HVAC Upgrades	86,919	25,000	111,919
	96,544	25,000	121,544
Parks and Recreation:			
Tennis Fencing	42,719	-	42,719
Quick Point Park Connectivity Study		50,000	50,000
Dog Park - Artificial Turf		175,000	175,000
Transfer to Parks Fund-Recreation Center Planning		100,000	100,000
Tennis Center Improvements		35,000	35,000
Tennis Canopies	7,015	-	7,015
	49,734	360,000	409,734



FY24 Budgeted Use of Funds (As Amended)

Public Safety:

	<u>FY23 Carryover</u>	<u>FY24 New Spend</u>	<u>Total</u>
Fire-Fire Truck		950,000	950,000
Fire-Defibrillator Replacement		40,000	40,000
Fire-Extrication Equipment	15,000	10,000	25,000
Fire-Fire Command Vehicle	-		-
Fire-Ambulance	350,000	18,000	368,000
Fire-Portable Radios	10,000	26,000	36,000
Fire-Hose	10,000		10,000
Police-Police Patrol Cars	19,631	124,000	143,631
Police-Police Patrol Car MDTs	71,684		71,684
Police - In Car Cameras	63,000		63,000
Police - In Car Cradles	5,485		5,485
	544,800	1,168,000	1,712,800
Total Infrastructure Fund	\$ 691,078	\$ 1,553,000	\$2,244,078



Future Phase IV

- **Voters approved by Referendum Nov 8, 2022, Phase IV extending the surtax to 2039**
- **Resolution 2023-11 was passed by the Town Commission on May 1, 2023 providing for the Continuance of the Citizen Tax Oversight Committee, Providing for Appointments and Terms; Providing for Annual Meetings and Reports**



Infrastructure Surtax (Phase IV 2025-2039)

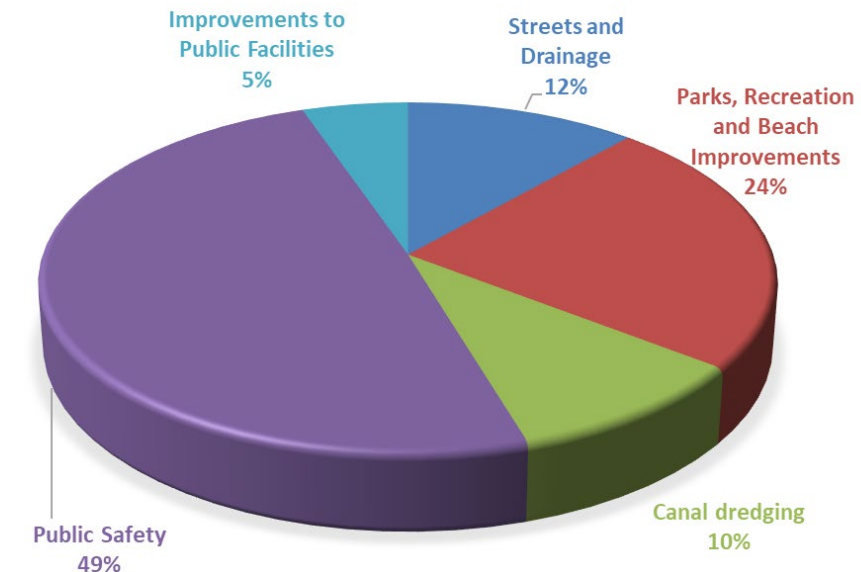
Functional categories

Proposed 15 Year Budget for functional areas-Phase IV:

1. Streets and Drainage	\$1,750,000
2. Parks, Recreation and Beach Improvements	\$3,608,000
3. Canal dredging	\$1,500,000
4. Public Safety Vehicles and Equipment	\$7,469,000
5. Improvements to Public Facilities	<u>\$ 800,000</u>
Total	\$15,127,000

Adopted

IST PHASE IV BUDGET



Due to inflation and revised estimates, Phase IV will be reviewed during Budget Process.



TOWN OF LONGBOAT KEY

Questions?

M E M O R A N D U M

To: Town Commission

From: Howard Tipton, Town Manager
Sue Smith, Finance Director

Report date: August 30, 2023

Meeting date: September 11, 2023

Subject: Resolution 2023-24, Reallocation and Amendment of Revenues for Sarasota County Infrastructure Surtax (IST) Phase III FY10-FY24 Budget

Recommended Action

Pass Resolution 2023-24.

Background

The IST is a 1% sales tax collected on the first \$5,000 of the sale, use, lease, rental, or license to use any item of tangible personal property. The IST was originally approved by referendum and effective on September 1, 1989, for a ten-year period. It was renewed, (known as IST Phase II) on September 1, 1999, for another ten-year period. The Sarasota County Phase III Infrastructure Surtax referendum was passed in November of 2007 for revenue collection beginning in September 1, 2009, and continuing through December 31, 2024, a fifteen-year plus 3-month period. The Sarasota County Phase IV Infrastructure Surtax referendum was passed in November of 2022 for revenue collection beginning in January 1, 2025, and continuing through December 31, 2040, a fifteen-year period.

The Town provided the County with a list of areas to be funded with the anticipated Infrastructure Surtax revenue, as well as Project Titles, and probable amounts to be allocated to each as reflected in Exhibit "F" of the County Ordinance.

During the June 20, 2023, Special Workshop Meeting for the FY24 Budget, Town staff provided estimated projections of remaining Infrastructure Surtax Funds available for Infrastructure Surtax Phase III through December 2024. In addition, staff also reviewed requested projects in the five-year (FY24 through FY28) Capital Improvement Plan (CIP), for eligibility under the IST program and presented a five-year capital project list schedule with applicable IST Functional Categories (Parks and Recreation, Public Facilities, and Public Safety).

The amounts requested for Public Safety and Parks and Recreation in future years exceed the projected balances remaining in these categories in the IST 2010-2024 Budget by \$858,695 and \$390,381, respectively.

Sarasota County Ordinance 2007-087, Section 5.H. addresses the authorization of the local governing body to adopt changes to the local funding allocations. Each Local Governing Body shall have authority, after a public hearing, to adopt by Resolution

changes to the infrastructure projects to be funded and to reallocate its share of the Sales Tax proceeds.

The Town has previously made six amendments to Exhibit “F” of the Original Ordinance 2007-087, through the adoption of Resolution 2012-13, Resolution 2013-31, Resolution 2014-21, Resolution 2016-17, Resolution 2018-20, and Resolution 2021-13.

A revised calculation of actual revenue received and projected through the end of December 31, 2024, including actual sales tax, accumulated investment earnings, sales of capital assets, and other revenue sources will provide additional income to the Infrastructure Surtax III Fund, estimated at \$1,077,917. We recommend increasing the total 15-Year Budget by this amount to \$11,007,785.

Proposed Reallocation of Funds:

CATEGORIES	15 YEAR SURTAX FUNDING BUDGET	PROPOSED ADJUSTMENTS	REVISED BUDGET
Beach Management	\$300,000	-	\$300,000
Parks and Recreation	2,202,494	390,381	2,592,875
Canal Dredging	900,000	-	900,000
Public Safety	5,366,773	858,695	6,225,468
Public Facilities	1,160,601	(171,159)	989,442
Total	\$9,929,868	\$1,077,917	\$11,007,785

The seventh amendment to the IST 2010-2024 budget, shown above, is being proposed to add the additional revenue of \$1,077,917 and reallocate a balance of \$171,159 remaining in the Public Facilities to Public Safety in the amount of \$858,695 and Parks and Recreation Improvements of \$390,381 in order to fund the requested projects contained in the CIP.

Proposed Spend Down of Funds:

CATEGORIES	REVISED BUDGET	CUMULATIVE EXPENDITURES through FY22	FY23-FY25 CAPITAL PROGRAM	BALANCE
Beach Management	\$300,000	(\$300,000)	-	-
Parks and Recreation	2,592,875	(1,857,875)	(735,000)	-
Canal Dredging	900,000	(900,000)	-	-
Public Safety	6,225,468	(3,441,005)	(2,784,463)	-
Public Facilities	989,442	(795,644)	(193,798)	-
Total	\$11,007,785	(\$7,294,524)	(\$3,713,261)	-

The Town has expended \$7,294,524 through the FY22 audit. The current budget for FY23 and capital program for FY24 and FY25 for IST Phase III is \$3,713,261. A list of projects included in the FY23–FY25 Capital Program, applicable to Phase III Revenue sources, is available in the attached PowerPoint presentation. Any eligible Infrastructure projects exceeding this amount will be allocated to the Phase IV IST Program which begins January 1 2025.

Resolution 2023-24 is being presented at the September 11, 2023 Regular Meeting for public hearing and formal action.

Staff Recommendation

Pass Resolution 2023-24.

Attachments

- A. Resolution 2023-24
- B. Exhibit F
- C. PowerPoint presentation

RESOLUTION 2023-24

A RESOLUTION OF THE TOWN OF LONGBOAT KEY, FLORIDA, INCREASING THE SARASOTA COUNTY PHASE III LOCAL GOVERNMENT INFRASTRUCTURE SURTAX 15-YEAR BUDGET, AMENDING THE PHASE III FUNCTIONAL PROJECT CATEGORIES INCLUDED ON EXHIBIT F IN SARASOTA COUNTY ORDINANCE 2007-087, REALLOCATING FUNDS FROM THE PUBLIC FACILITIES TO PUBLIC SAFETY AND PARKS AND RECREATION IMPROVEMENTS FUNCTIONAL AREAS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, in 1997, Sarasota County enacted Ordinance 97-083 (the "County Ordinance") which provided for a one percent local government Infrastructure Sales Tax for the construction of infrastructure projects subject to referendum approval; and

WHEREAS, the voters within Sarasota County subsequently approved the Infrastructure Sales Tax (also known as Infrastructure Surtax); and

WHEREAS, pursuant to Section 212.055(2), Florida Statutes, Sarasota County voters approved the extension of Phase II of the Sales Tax to be continued commencing September 1, 2009 through December 31, 2024, with the extension known as Phase III; and

WHEREAS, at the request of Sarasota County, the Town of Longboat Key provided the County with a list of areas to be funded with the anticipated Infrastructure Surtax revenue, as well as Project Titles, and probable amounts to be allocated to each as reflected in Exhibit "F" of the County Ordinance; and

WHEREAS, in accordance with Sarasota County Ordinance 2007-087, Section 5.H., each Local Governing Body shall have the authority, after a public hearing, to designate changes to the infrastructure projects to be funded and to reallocate its share of the sales tax; and

WHEREAS, the Town has previously made changes to Exhibit "F" through the adoption of Resolution 2012-13, Resolution 2013-31, Resolution 2014-21, Resolution 2016-17, Resolution 2018-20 and Resolution 2021-13; and

WHEREAS, during the fiscal year 2024 ("FY24") budget process, the Departments reviewed scheduled capital requests and adjusted estimated costs for supply chain issues and inflation, and certain projects were moved up in the schedule due to longer lead times for fleet replacement orders; and

WHEREAS, the revised capital projects requests for Public Safety and Parks and Recreation Improvements through fiscal year 2025, provided for in the FY24-FY28 Capital Improvement Plan, exceed the budgeted revenue sources allocated for these functional areas; and

WHEREAS, a revised calculation of actual revenue received and projected through the end of December 31, 2024, including actual sales tax, accumulated investment earnings, sale of capital assets and other revenue sources will provide additional income to the Infrastructure Surtax III Fund, estimated at \$1,077,917; and

WHEREAS, the Town Commission wishes to amend Exhibit “F” - “Functional Area” Improvements to Public Facilities, decreasing “Facilities Maintenance” from \$1,160,601 to \$989,442 a reduction of \$171,159; and

WHEREAS, the Town Commission wishes to amend Exhibit “F” - “Functional Area” for Parks and Recreation Improvements, increasing “Park and Recreation Improvements” from \$2,202,494 to \$2,592,875, an increase of \$390,381; and

WHEREAS, the Town Commission wishes to amend Exhibit “F” - “Functional Area” for Public Safety, increasing “Fire and Police Vehicles and Equipment” from \$5,366,773 to \$6,225,468, an increase of \$858,695; and

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF LONGBOAT KEY, FLORIDA, THAT:

SECTION 1. The above Whereas clauses are true and correct and are hereby ratified, confirmed and fully incorporated by reference.

SECTION 2. The Town Commission hereby amends Exhibit “F” of the Phase III Infrastructure Surtax program as reflected in Exhibit “A” attached to this Resolution by increasing the funding allocation for the Functional Area of Public Safety by \$858,695, increasing the Functional Area of Improvements to Parks and Recreation Improvements by \$390,381, and decreasing the Functional Area of Improvements to Public Facilities by \$171,159. Exhibit A is incorporated herein fully by reference.

SECTION 3. If any section, subsection, sentence, clause, or provision of this Resolution is held invalid, the remainder of the Resolution shall not be affected.

SECTION 4. This Resolution shall become effective immediately upon adoption.

Passed, following public hearing, by the Town Commission of the Town of Longboat Key, Florida, on the 11th day of September, 2023.

Kenneth Schneier, Mayor

ATTEST:

Trish Shinkle, Town Clerk

Exhibit A – Exhibit “F” of Sarasota County Ordinance 2007-087

EXHIBIT "A"

EXHIBIT "F"
TOWN OF LONGBOAT KEY PROJECTS LIST
FOR INFRASTRUCTURE SURTAX FY 2010 - FY 2024

CATEGORIES	PROJECT TITLE	CURRENT SURTAX FUNDING	SURTAX FUNDING REVISED	PROJECT IMPLEMENTATION DATE
COMPREHENSIVE BEACH MANAGEMENT	Longboat Key Beach Nourishment Project and Erosion Control Structures	\$300,000	\$300,000	2010 - 2025
	Comprehensive Beach Management Total	\$300,000	\$300,000	
STREETS and DRAINAGE	Street Resurfacing and Drainage Improvements	\$0	\$0	2010 - 2025
	Streets & Drainage Total	\$0	\$0	
PARKS and RECREATION IMPROVEMENTS	Parks & Recreation Improvements	\$2,202,494	\$2,592,875	2010 - 2025
	Parks & Recreation Total	\$2,202,494	\$2,592,875	
CANAL DREDGING	Dredging maintenance	\$900,000	\$900,000	2010 - 2025
	Canal Dredging Total	\$900,000	\$900,000	
PUBLIC SAFETY	Fire and Police Vehicles and Equipment	\$5,366,773	\$6,225,468	2010 - 2025
	Public Safety Total	\$5,366,773	\$6,225,468	
IMPROVEMENTS TO PUBLIC FACILITIES	Facilities Maintenance	\$1,160,601	\$989,442	2010 - 2025
	Public Facilities Improvements Total	\$1,160,601	\$989,442	
	Town of Longboat Key Infrastructure Surtax Project Grand Total	\$9,929,868	\$11,007,785	
	Town of Longboat Key Estimated Infrastructure Surtax Revenue FY 2010-FY 2024	\$9,929,868	\$11,007,785	

End of Agenda Item

MEMORANDUM

DATE: APRIL 8, 2024

TO: TOWN COMMISSION

FROM: CHAIRPERSON, TAX OVERSIGHT COMMITTEE

SUBJECT: ANNUAL COMMITTEE REPORT

The Citizen Tax Oversight Committee held its annual meeting on April 8, 2024 9:00 am in a public meeting and reviewed the following:

1. Audited Results

The Budget Manager reviewed the 2023 audited results of operations with the Citizen Tax Oversight Committee which showed that the fund balance increased \$81,779 for a total fund balance of \$1,669,801 as follows:

	Audited Actual FY2023
Revenue:	
Infrastructure Surtax	\$1,045,759
Proceeds from Sale of Fixed Assets	15,000
Miscellaneous Revenues	39,268
Net Investment Income *	63,206
Total Revenue	\$1,163,233
Expenditures:	
Public Facilities – HVAC Replacements and Light Poles at PD	21,725
Parks and Recreation– Bayfront Park Recreation Center Roof	25,375
Parks and Recreation– Tennis Court Canopies	7,985
Parks and Recreation– Tennis Center Fencing	297,281
Public Safety- Police Patrol Cars and Equipment	498,803
Public Safety- Police Mobile Data Terminals	18,316
Public Safety- Police License Plate Reader System Replacement	49,130
Public Safety- Fire Battalion Vehicle, Fire Marshal Hybrid Vehicle	83,045
Public Safety- Fire Stretchers, Jet Ski/Trailer	79,793
Total Expenditures	\$1,081,454
Revenues over expenditures	\$81,779
Fund Balance, Beginning	\$1,588,022
Fund Balance, Ending	\$1,669,801

* Investment Income is net of \$479 of Investment Expenses

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 last amendment to "Exhibit F" of Sarasota County Ordinance 2007-087 was presented and passed by the Commission in Resolution 2023-24 on September 11, 2023. The current budget covering Phase III allocation of funds, as amended by Resolution 2023-24 for the period FY2009-FY2025 is presented below:

<u>Project List</u>	PHASE III <u>ALLOCATION</u>
Beach Nourishment	\$300,000
Streets & Drainage	0
Park& Recreation Improvements	2,592,875
Canal Dredging	900,000
Public Safety	6,225,468
Public Facility Improvements	989,442
	<u>\$11,007,785</u>

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3. Project Commitments (From 5 YR Capital Plan)

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 FY23 and, FY24

<u>Sarasota Infrastructure Surtax Phase III Projects FY23 - FY24</u>		
	<u>FY23 Projects</u>	<u>FY 24 Projects</u>
Public Facilities:		
Police Light Poles	\$ 10,970	\$ -
Recreation Center Roof	35,000	-
HVAC Upgrades	97,829	25,000
	<u>143,799</u>	<u>25,000</u>
Parks and Recreation:		
Tennis Fencing	297,281	-
Tennis Canopies	7,985	
Quick Point Park Connectivity Study		50,000
Dog Park - Artificial Turf		175,000
Transfer to Parks Fund-Recreation Center Planning		100,000
Tennis Center Improvements		35,000
	<u>305,266</u>	<u>360,000</u>
Public Safety:		
Fire-Fire Truck *		950,000
Fire-Defibrillator Replacement		40,000
Fire-Extrication Equipment	15,909	10,000
Fire-Jetski and Trailer	19,717	
Fire-Fire Command Vehicle	57,918	
Fire-Ambulance *	350,000	18,000
Fire-Portable Radios	10,000	26,000
Fire-Hose	10,000	
Fire-Communication Equipment		
Fire-Stretchers	61,024	
Fire-Express Cargo Trailer	5,000	
Fire-Fire Marshal Hybrid Vehicle	25,128	
Fire-Powerlift for Stretchers		
Police-Police Patrol Cars	459,000	124,000
Police-Police Patrol Car MDTs	90,000	
Police-Patrol Car Equipment	3,161	
Police-License Plate Recognition System	49,130	
Police - In Car Cameras	63,000	
Police - In Car Cradles	25,000	
Police-Crime Scene Van	36,757	
	<u>1,280,744</u>	<u>1,168,000</u>
Total Infrastructure Fund	<u>\$ 1,729,809</u>	<u>\$ 1,553,000</u>

* Resolution 2024-04 Amended the Fire Truck and Ambulance by adding \$118,000 which will be recovered from \$150,000 in sale of fixed assets

The current budget is shown below with respective balances after FY2024 budgeted expenses have been paid, providing for a remaining budget of \$480,718 for use in the FY2025 Budget.

<u>Project List</u>	PHASE III	AMOUNT EXPENDED OR COMMITTED	<u>BALANCE</u>
	<u>ALLOCATION</u>	<u>THROUGH FY24</u>	
Beach Nourishment	\$300,000	\$300,000	\$0
Streets & Drainage	0	0	0
Park& Recreation Improvements	2,592,875	2,572,875	20,000
Canal Dredging	900,000	900,000	0
Public Safety	6,225,468	5,889,750	335,718
Public Facility Improvements	989,442	964,442	25,000
	<u>\$11,007,785</u>	<u>\$10,509,067</u>	<u>\$480,718</u>

4. Conclusion

The Citizens' Tax Oversight Committee has reviewed expenditures 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.

Chairperson
Citizen Tax Oversight Committee

End of Agenda Item