Memorandum

 DATE: April 10, 2023

TO: Town Commission

FROM: paul levine, Tax oversight Committee

SUBJECT: ANNUAL Committee Report

The Citizen Tax Oversight Committee held its annual meeting on April 10, 2023 9:00 am in a public meeting and reviewed the following:

1. **Audited Results**

The Budget Manager reviewed the 2022 audited results of operations with the Citizen Tax Oversight Committee which showed that the fund balance increased $534,246 for a total fund balance of $1,588,022 as follows:

|  |  |  |
| --- | --- | --- |
|  |  | **Audited** |
|  |  | **Actual** |
|  |  | **FY2022** |
| **Revenue:** |  |
|  | Infrastructure Surtax | $975,070  |
|  | Proceeds from Sale of Fixed Assets | 7,000 |
|  | Net Investment Income \* | (19,754)  |
|  |  **Total Revenue** | $962,316  |
|  |  |  |
| **Expenditures:** |  |
|  | Public Facilities – HVAC Replacements | 4,396 |
|  | Parks and Recreation– Transfer to Town Center | 85,381 |
|  | Parks and Recreation– Tennis Court Underground Watering  System Replacement  | 143,065 |
|  | Public Safety- Police ATV and Tasers | 75,055 |
|  | Public Safety- Fire ATV, Defibrillators, Pool car; Communication Equipment and Video Airway Equipment | 120,172 |
|  |  **Total Expenditures** | $428,069 |
|  |  |  |
| Revenues over expenditures | $534,246 |
|  |  |  |
| **Fund Balance, Beginning** | $1,053,776  |
|  |  |  |
| **Fund Balance, Ending** | $1,588,022 |
|  |  |
| \* Investment Income is net of $287 of Investment Expenses |  |

1. **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 2021-13 on July 2, 2021. No other amendments were required in FY2022. The current budget covering Phase III allocation of funds, as amended by Resolution 2021-13 for the period FY2009-FY2025 is presented below:

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  | **PHASE III** |
| Project List |  |  | **ALLOCATION** |
| 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 |  |  | 1,160,601 |
|  |  |  | $9,929,868 |

1. **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 both FY22 and FY23.

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Public Safety** | **Facility** | **Parks** |
|  | **Improvements** | **Improvements** | **Improvements** |
| **FY 2021-22 PROJECTS** |  |  |  |
| 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 (\*) |  |  | $120,000 |
| Totals | $329,200 | $25,000 | $135,000 |

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| --- | --- | --- | --- |
|  | **Public Safety** | **Facility** | **Parks** |
|  | **Improvements** | **Improvements** | **Improvements** |
| **FY 2022-23 PROJECTS** |  |  |  |
| Fire-Ambulance | $315,000 |  |  |
| Fire-Stretchers | $75,000 |  |  |
| Fire-Hybrid Vehicle (Fire Marshall) | $30,000 |  |  |
| Fire-Express Cargo Trailer | $5,000 |  |  |
| Fire-Jetski and Trailer | $20,000 |  |  |
| Fire-Portable Radios | $10,000 |  |  |
| Fire-Hose | $10,000 |  |  |
| Police-License Plate Recognition | $65,000 |  |  |
| Facilities-Recreation-Roof |  | $35,000 |  |
| Facilities-HVAC |  | $25,000 |  |
| Tennis Center Fencing (\*) |  |  | $220,000 |
| Totals | $530,000 | $60,000 | $220,000 |

\* Tennis Center Fencing was amended in January 2022, to add an additional $110,000, to move up the project in lieu of doing sections over time. A second budget amendment passed in March 2023 of $80,000 was added to the project due to inflationary costs. A $40,000 reimbursement is expected from Insurance Proceeds related to Hurricane Ian.

The current budget is shown below with respective balances after FY2023 budgeted expenses have been paid, providing for a remaining budget of $1,532,800 for future use.

|  |  |  |  |
| --- | --- | --- | --- |
|  | **PHASE III** | **AMOUNT EXPENDED OR COMMITTED** |  |
| **Project List** | **ALLOCATION** | **THROUGH FY23** | **BALANCE** |
| Beach Nourishment | $300,000  | $300,000  | $0  |
| Streets & Drainage | 0  | 0  | 0  |
| Park& Recreation Improvements | 2,202,494  | 2,172,875  | 29,619  |
| Canal Dredging | 900,000  | 900,000  | 0  |
| Public Safety | 5,366,773 | 4,084,751  | 1,282,022 |
| Public Facility Improvements | 1,160,601  | 939,442  | 221,159 |
|  | $9,929,868 | $8,397,068 | $1,532,800 |

1. **Conclusion**

The Citizen 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.

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Paul Levine

Citizen Tax Oversight Committee