

THE CITY OF MADEIRA BEACH, FLORIDA
PUBLIC NOTICE

BOARD OF COMMISSIONERS
BUDGET WORKSHOP MEETING

The Board of Commissioners of the City of Madeira Beach, Florida will meet at City Hall, located at 300 Municipal Drive, Madeira Beach, Florida to discuss the agenda items of City Business listed at the time indicated below.

6:00 P.M.

TUESDAY, AUGUST 01, 2017

COMMISSION CHAMBERS

- A. CALL TO ORDER
- B. ROLL CALL
- C. TOPICS

1. FY 2018 BUDGET COMMENTS FROM ACTING CITY MANAGER DERRYL O'NEAL

Chief Derryl O'Neal

2. FY 2018 PROPOSED BUDGET OVERVIEW AND FY2018 TENTATIVE BUDGET

Walt Pierce, Finance Director

3. STATUS OF CAPITAL PROJECTS

Walt Pierce & Dave Marsicano

- *Presentation from Steve Tarte from CPWG – Gulf Boulevard Undergrounding Project*
- *Presentation from AL Carrier from Deuel & Associates – Stormwater Projects*

4. EXPLANATION ON HOW NEW HAND-HELD DEVICE WILL WORK WITH NEW CALE PARKING MACHINES

Chris Tarkenton

5. TRUTH IN MILLAGE (TRIM) PROCESS

Walt Pierce, Finance Director

ADJOURNMENT

Any person who decides to appeal any decision of the City Commission with respect to any matter considered at this meeting will need a record of the proceedings and for such purposes may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The law does not require the City Clerk to transcribe verbatim minutes; therefore, the applicant must make the necessary arrangements with a private reporter or private reporting firm and bear the resulting expense. In accordance with the Americans with Disability Act and F.S. 286.26; any person with a disability requiring reasonable accommodation in order to participate in this meeting should call 727-391-9951 or fax a written request to 727-399-1131.

Posted June 23, 2017





**City of Madeira Beach
300 Municipal Drive
Madeira Beach, FL 33708**

**City Manager's Budget Message
June 30, 2017**

Madam Mayor, Honorable members of the City of Madeira Beach Board of Commissioners and Citizens of Madeira Beach:

As the Acting City Manager, it is my privilege to present the City of Madeira Beach Proposed Budget for Fiscal Year 2017-2018. It is important to note that this budget allows our citizens and visitors to enjoy all the services and amenities of the previous year while continuing to maintain one of the lowest millage rates of any full-service city within Pinellas County! At 2.2 mills, last year the next lowest full-service City's millage rate was Saint Pete Beach with a rate of 3.15 mills.

Our priorities this year will include, but are not limited to: roads, storm water, public safety and parks/recreation.

Under Roads & Storm water, we have several capital projects that are on-going that we will complete during this next year (ie, Boca Ciega). These are funded and being completed in cooperation with Pinellas County and the Southwest Florida Water Management District. New initiatives include: Rex Place Undergrounding Project, 137th Ave., and the purchase of a Vacon truck. Rex Place will eliminate our drainage issue and eliminate a City drainage pipe on private property. The Vacon truck will allow us to be more efficient by minimizing storm water drainage in a timely fashion. This will decrease the manpower hours utilized in our current operation. The Vacon Truck will also allow us to maintain our new pervious paving project on Boca Ciega and comply with the terms of the grant that we received, which partially funded this project.

Under Public Safety, our Fire Service will become more efficient and cost effective. By the adoption of this budget, our newly purchased ladder truck will be in-service. Reaching a height of 78', homes and businesses that were previously not accessible are now better protected in the event of a hostile fire. Also included in this budget is a Fire Marshal position. This position was budgeted and filled back in 2003 and helped us to achieve our current Insurance Service Organization (ISO) rating. The ISO is the basis for most property insurance policies. This position was eliminated back in 2009 and our fire prevention program must be maintained to ensure public safety and maintain our ISO rating which is currently a 2. We will continue to maintain our current level of service through our contractual service with Pinellas County Sheriff's Office.

Our Parks and Recreation programs are vital to our Community. With a significant amount of revenue and recognition being generated due to our parks, beaches, and recreation programs, each must be maintained, improved and monitored. With an aging inventory of parking meters, new machines are being budgeted to ensure consistent operation and to be more convenient for our visitors. The

Recreation Center has drastically improved over the past few years. Since 2010, revenue has more than doubled and public recognition has soared. One example of this would be the last NCAA softball tournament which brought 25 Division 1 teams from across the County to our Community. The Madeira Beach Little League program has more than doubled in size.

Overall, the City of Madeira Beach is fiscally sound and is providing an exceptional place to live and work. Residents and visitors alike enjoy a beautiful, and well-maintained City that offers all the benefits of a larger community with a small-town atmosphere.

In closing, I would like to thank the Department Heads for providing me with realistic budget requests and obtainable goals. The hard work and diligent pursuit of excellence that is shown by every City employee should be commended. Again, as your Acting City Manager, it is my pleasure to present to you a proposed budget that maintains and improves our City, while keeping our millage rate at the lowest in Pinellas County.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Derryl B. O'Neal". The signature is fluid and cursive, with a large initial "D" and "O".

Derryl B. O'Neal, MPA

Acting City Manager



FY 2018 PROPOSED BUDGET

BUDGET OVERVIEW

August 1, 2017

On July 11, 2017, the FY 2018 Proposed Budget Book was provided to Council for their review. At this same meeting, a Resolution was approved by Council setting the **Millage rate at 2.2000 mills**. Further, this Resolution specified the time and dates for two Public Hearings relating to the FY 2018 budget adoption process which are as follows: **1st Public Hearing is Tuesday, September 5, 2017 at 6:00 p.m.** and **2nd Public Hearing is Tuesday, September 19, 2017 at 6:00 p.m.**

At this July 11th meeting, a budget summary of changes since the previous budget workshops reflected in the FY 2018 Proposed Budget was presented by Walt Pierce the Director of Finance. The summary of changes consisted of the following:

On the Revenue Side –

- On July 1, 2017 we were notified by the Property Appraiser that our Taxable values had been adjusted downward slightly from 8.54% on 05/30/17 to **8.19%** (a decrease of \$7,499.00). Total Taxable Values (used for budgeting purposes) for the City of Madeira Beach is finalized by the Property Appraiser to be \$1,170,186,416
- The amount that we get reimbursed for Fire/EMS was adjusted. The **EMS Coordinator reimbursement** was changed from 25% to **50%** which resulted in a new figure of \$432,600 resulting in an increase of \$19,109

On the Expenditure side –

- Council provided direction during one of the budget workshops to allocate \$200,000 for new more technologically advanced Parking machines. Along with Cale Trade-in credits (old machines) this allocation should be enough to cover replacing all City machines.
- Management decided to extend out the \$100,000 allocated for Capital road sign replacement to free up \$93,100 to go toward the general fund balance. **Our Debt Plan, for the City Centre Debt (2013 Series) after a presentation from our Financial Advisor:** is to build up the Unassigned Fund Balance over the next six years so to provide more options on the 2013 Series debt call date which will be around FY 2023/2024.

So, for the FY 2017/2018 budget year: if the City maintains the current **millage rate of 2.2000 mills**, which is recommended, it will generate **\$179,000 more in taxes than last year**. With this additional revenue along with the additional general fund increases like Parking (Parking revenues are expected to increase 5.61% to \$1,746,500) the total general fund budget at this point in time is \$9,959,400. The total FY 2018 Proposed Budget for **ALL Funds is \$17,977,700 at this point in time**.

Notable Capital Projects include: The Stormwater Boca Ciega project which is planned to be completed in early FY 2018; Rex Place which will be starting in FY 2017 and extending into FY 2018; and the second phase of the Undergrounding project. New vehicles are budgeted from Capital as well which includes \$291,000 for a new Vac-Con Truck for Stormwater.

At the July 11, 2017 meeting, Derryl O'Neal, Acting City Manager, indicated to Council that he wanted to **delete the one new Firefighter position** that was included in the Proposed Budget. This savings will pretty much offset increased adjustments needed to Personnel account budgets. Other than this, there were no other changes. Going forward, there may be some minor revenue adjustments as we continue to receive updated Intergovernmental revenue numbers from the state (i.e. state revenue sharing). These adjustments will be reflected in the FY 2018 Tentative Budget.

UNDERGROUNDING OF UTILITIES ON GULF BOULEVARD

The City borrowed \$3M in FY 2014 (Bond, Series 2014) for Undergrounding of all Madeira Utilities on Gulf Boulevard.

This Project was planned to be done in two Phases with the Madeira North or Phase I and then Madeira South or Phase II. The Contractor awarded this Project was Cribb Philbeck Weaver Group, Inc. (CPWG)

Phase I North is just about completed with approximately \$48,000.00 to be paid. Currently, there is an estimated balance of \$1,058,502 remaining from the \$3M to do Phase II South. The breakdown of this is as follows:

Original Budget Allocation (net of Legal/Loan Costs of Bond)		\$2,940,200
Less: Phase I Expenses		
Expenses for 2015	(\$183,130)	
Expenses for 2016	(\$1,588,338)	
Expenses for 2017	(\$62,230)	
Est. Final Expense	<u>(48,000)</u>	
Total Cost for Phase I (North)		<u>(\$1,881,698)</u>
Total Remaining for Phase II (South)		<u><u>\$1,058,502</u></u>

CPWG will be submitting work orders and documentation indicating the cost to complete all of Phase II south. This will be submitted to City Council for approval. Management may recommend to take a cautious approach particularly if all of Phase II can not be completed with the remaining funds available. Consideration needs to be given in reference to General Fund Unassigned Fund Balance and DOT Gulf Boulevard resurfacing.

STORMWATER DRAINAGE AND ROADWAY IMPROVEMENTS

The City borrowed \$6.2M in FY 2015 (Bond, Series 2015) for Stormwater and roadway improvements.

137th Avenue Circle represents a new project for FY 2017. It was initially scheduled for FY 2019 at a total cost of \$900,000 but has since been revised due to tentative funding available from the Southwest Florida Water Management District (SWFWMD). During 2017 it was decided not to continue with both American Legion and Municipal Drive projects. Budgeted funds for these projects were moved back into the Stormwater Fund. Below are Capital outlay Stormwater projects:

Improvement area	FY 2017	FY 2017	Costs To date
	Original Capital outlay	Revised Capital outlay	
Boca Ciega Drive	3,927,000	4,935,736	3,524,532
137th Ave. Circle	935,000	935,000	36,412
Rex Place	600,000	850,000	50,000
American Legion	600,000	-	47,748
Municipal Drive	100,000	-	-
	<u>\$6,162,000</u>	<u>\$6,720,736</u>	<u>\$3,658,692</u>

Note 1: While \$600,000 was originally allocated for FY 2017 for Rex Place, the actual Grant reflects \$850,000 (executed 01/20/2016) with \$425,000 reimbursed by SWFWMD.

Note 2: The increase of \$1M reflected in the above FY 2017 revised column for Boca Ciega is due to funds received from an FDEP Grant and reimbursement from Pinellas County for a joint water line project.

To date, approximately \$1.6M has been reimbursed to the City from SWFWMD, Pinellas County, and Florida Department of Environmental Protection (FDEP) for the Boca Ciega Drive Project. If things remained the same, there is a potential return of approximately \$3.5M upon completion of all these projects. However, as the Rex Place project proceeds as planned, close attention should be given to increased construction costs of 15 to 20% as indicated by our engineering firm. Due to this, Management may want to take another look at 137th Ave. and its projected costs and possibly push this more toward FY 2019 as initially planned.

Explanation on How New Hand-Held Device Will Work With New Cale Parking Machines

Current Method of Paying to Park:

Currently, visitors are required to approach a pay station, pay for the amount of time they want to stay, and place a receipt of payment on the dashboard of their car. Parking enforcement personnel will physically check to see if the receipt of payment is displayed and also if they are within the time limit they have paid for, if not in either case, we issue a parking violation.

If we see a resident sticker on the windshield, we do not issue a violation.

Current Method of Parking Ticket Issuance:

Currently, parking enforcement personnel walk in front of parked cars to view the receipts that visitors display on their dashboards. If there is no receipt present, we walk to the back of the vehicle and input the license plate and other details of the vehicle into our hand-held device. Then, we walk back to the front of the vehicle to place the violation under the windshield wiper of the vehicle.

New Method of Paying to Park:

Visitors under this new method will now have two choices of how they would prefer to make payment.

The first method is to approach the pay station and enter their license plate and select how much time they would like to purchase. At that point the transaction is done and a message will appear asking if they would like a paper receipt for their transaction. This paper receipt is completely optional and has nothing to do with how parking personnel keep track of visitors that have paid to park.

The second method is visitors can pay right from their cell phones using the Way-to-Park application without even having to approach the pay station. By using the mobile app to pay on their cell phone, they can also add more time to their vehicle no matter where they are at the time.

Visitors can either physically approach the pay stations to make payment, or they can use the application and either way will work. The cell phone application is simply an added convenience feature. If visitors don't want to use the application feature, they don't have to, they can make payment at the pay station instead.

Both methods of payment will interact with the real time application and the new handheld device. As soon as a visitor pays to park at the pay station or by the cell phone application, their license plate will automatically appear on our end as "paid until X o'clock."

New Method of Parking Ticket Issuance:

By using the "Pay-by-Plate" method we will be able to simply scan the license plates and the status of the vehicle will appear on screen. If the license plate reads "unpaid" then we will issue a violation.

Residents:

City staff will input the license plates of residents into an excel document and send that document to Cale America where they will input the license plates into the software of the application. No action from residents is required.

For example, when we scan the license plate of a resident a message will appear indicating the vehicle belongs to a resident and no payment is required.





Reset Form

Print Form

CERTIFICATION OF TAXABLE VALUE

DR-420
R. 5/12
Rule 12D-16.002
Florida Administrative Code
Effective 11/12

Year: 2017	County: PINELLAS
Principal Authority: CITY OF MADEIRA BEACH	Taxing Authority: CITY OF MADEIRA BEACH

SECTION I : COMPLETED BY PROPERTY APPRAISER

1.	Current year taxable value of real property for operating purposes	\$	1,155,191,635	(1)
2.	Current year taxable value of personal property for operating purposes	\$	14,994,781	(2)
3.	Current year taxable value of centrally assessed property for operating purposes	\$	0	(3)
4.	Current year gross taxable value for operating purposes <i>(Line 1 plus Line 2 plus Line 3)</i>	\$	1,170,186,416	(4)
5.	Current year net new taxable value (Add new construction, additions, rehabilitative improvements increasing assessed value by at least 100%, annexations, and tangible personal property value over 115% of the previous year's value. Subtract deletions.)	\$	5,782,483	(5)
6.	Current year adjusted taxable value <i>(Line 4 minus Line 5)</i>	\$	1,164,403,933	(6)
7.	Prior year FINAL gross taxable value from prior year applicable Form DR-403 series	\$	1,081,572,633	(7)
8.	Does the taxing authority include tax increment financing areas? If yes, enter number of worksheets (DR-420TIF) attached. If none, enter 0	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	Number 0 (8)
9.	Does the taxing authority levy a voted debt service millage or a millage voted for 2 years or less under s. 9(b), Article VII, State Constitution? If yes, enter the number of DR-420DEBT, <i>Certification of Voted Debt Millage</i> forms attached. If none, enter 0	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	Number 0 (9)

Property Appraiser Certification	I certify the taxable values above are correct to the best of my knowledge.		
SIGN HERE	Signature of Property Appraiser:	Date:	
	Electronically Certified by Property Appraiser	6/29/2017 11:06 AM	

SECTION II : COMPLETED BY TAXING AUTHORITY

If this portion of the form is not completed in FULL your taxing authority will be denied TRIM certification and possibly lose its millage levy privilege for the tax year. If any line is not applicable, enter -0-.

10.	Prior year operating millage levy <i>(If prior year millage was adjusted then use adjusted millage from Form DR-422)</i>		2.2000	per \$1,000 (10)
11.	Prior year ad valorem proceeds <i>(Line 7 multiplied by Line 10, divided by 1,000)</i>	\$	2,379,460	(11)
12.	Amount, if any, paid or applied in prior year as a consequence of an obligation measured by a dedicated increment value <i>(Sum of either Lines 6c or Line 7a for all DR-420TIF forms)</i>	\$	0	(12)
13.	Adjusted prior year ad valorem proceeds <i>(Line 11 minus Line 12)</i>	\$	2,379,460	(13)
14.	Dedicated increment value, if any <i>(Sum of either Line 6b or Line 7e for all DR-420TIF forms)</i>	\$	0	(14)
15.	Adjusted current year taxable value <i>(Line 6 minus Line 14)</i>	\$	1,164,403,933	(15)
16.	Current year rolled-back rate <i>(Line 13 divided by Line 15, multiplied by 1,000)</i>		2.0435	per \$1000 (16)
17.	Current year proposed operating millage rate		2.2000	per \$1000 (17)
18.	Total taxes to be levied at proposed millage rate <i>(Line 17 multiplied by Line 4, divided by 1,000)</i>	\$	2,574,410	(18)

19.	TYPE of principal authority (check one)	<input type="checkbox"/> County	<input type="checkbox"/> Independent Special District	(19)
		<input checked="" type="checkbox"/> Municipality	<input type="checkbox"/> Water Management District	
20.	Applicable taxing authority (check one)	<input checked="" type="checkbox"/> Principal Authority	<input type="checkbox"/> Dependent Special District	(20)
		<input type="checkbox"/> MSTU	<input type="checkbox"/> Water Management District Basin	
21.	Is millage levied in more than one county? (check one)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	(21)

DEPENDENT SPECIAL DISTRICTS AND MSTUs



STOP HERE - SIGN AND SUBMIT

22.	Enter the total adjusted prior year ad valorem proceeds of the principal authority, all dependent special districts, and MSTUs levying a millage. (The sum of Line 13 from all DR-420 forms)	\$	2,379,460	(22)
23.	Current year aggregate rolled-back rate (Line 22 divided by Line 15, multiplied by 1,000)		2.0435 per \$1,000	(23)
24.	Current year aggregate rolled-back taxes (Line 4 multiplied by Line 23, divided by 1,000)	\$	2,391,276	(24)
25.	Enter total of all operating ad valorem taxes proposed to be levied by the principal taxing authority, all dependent districts, and MSTUs, if any. (The sum of Line 18 from all DR-420 forms)	\$	2,574,410	(25)
26.	Current year proposed aggregate millage rate (Line 25 divided by Line 4, multiplied by 1,000)		2.2000 per \$1,000	(26)
27.	Current year proposed rate as a percent change of rolled-back rate (Line 26 divided by Line 23, minus 1 , multiplied by 100)		7.66 %	(27)

First public budget hearing	Date : 9/5/2017	Time : 6:00 PM EST	Place : 300 MUNICIPAL DRIVE MADEIRA BEACH, FL 33708
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S I G N H E R E	Taxing Authority Certification	I certify the millages and rates are correct to the best of my knowledge. The millages comply with the provisions of s. 200.065 and the provisions of either s. 200.071 or s. 200.081, F.S.		
	Signature of Chief Administrative Officer :	Electronically Certified by Taxing Authority		Date : 7/26/2017 9:10 AM
	Title :	Contact Name and Contact Title :		
	Walter Pierce, Director of Finance	Walter Pierce, Director of Finance		
	Mailing Address :	Physical Address :		
	300 MUNICIPAL DRIVE	300 MUNICIPAL DRIVE		
City, State, Zip :	Phone Number :	Fax Number :		
MADERIA BEACH, FL 33708	7273919951	7273959361		

CERTIFICATION OF TAXABLE VALUE INSTRUCTIONS

"Principal Authority" is a county, municipality, or independent special district (including water management districts).

"Taxing Authority" is the entity levying the millage. This includes the principal authority, any special district dependent to the principal authority, any county municipal service taxing unit (MSTU), and water management district basins.

Each taxing authority must submit to their property appraiser a DR-420 and the following forms, as applicable:

- DR-420TIF, Tax Increment Adjustment Worksheet
- DR-420DEBT, Certification of Voted Debt Millage
- DR-420MM-P, Maximum Millage Levy Calculation - Preliminary Disclosure

Section I: Property Appraiser

Use this DR-420 form for all taxing authorities except school districts. Complete Section I, Lines 1 through 9, for each county, municipality, independent special district, dependent special district, MSTU, and multicounty taxing authority. Enter only taxable values that apply to the taxing authority indicated. Use a separate form for the principal authority and each dependent district, MSTU and water management district basin.

Line 8

Complete a DR-420TIF for each taxing authority making payments to a redevelopment trust fund under Section 163.387 (2)(a), Florida Statutes or by an ordinance, resolution or agreement to fund a project or to finance essential infrastructure.

Check "Yes" if the taxing authority makes payments to a redevelopment trust fund. Enter the number of DR-420TIF forms attached for the taxing authority on Line 8. Enter 0 if none.

Line 9

Complete a DR-420DEBT for each taxing authority levying either a voted debt service millage (s.12, Article VII, State Constitution) or a levy voted for two years or less (s. 9(b), Article VII, State Constitution).

Check "Yes" if the taxing authority levies either a voted debt service millage or a levy voted for 2 years or less (s. 9(b), Article VII, State Constitution). These levies do not include levies approved by a voter referendum not required by the State Constitution. Complete and attach DR-420DEBT. Do not complete a separate DR-420 for these levies.

Send a copy to each taxing authority and keep a copy. When the taxing authority returns the DR-420 and the accompanying forms, immediately send the original to:

Florida Department of Revenue
Property Tax Oversight - TRIM Section
P. O. Box 3000
Tallahassee, Florida 32315-3000

Section II: Taxing Authority

Complete Section II. Keep one copy, return the original and one copy to your property appraiser with the applicable DR-420TIF, DR-420DEBT, and DR-420MM-P within 35 days of certification. Send one copy to the tax collector. "Dependent special district" (ss. 200.001(8)(d) and 189.403(2), F.S.) means a special district that meets at least one of the following criteria:

- The membership of its governing body is identical to that of the governing body of a single county or a single municipality.
- All members of its governing body are appointed by the governing body of a single county or a single municipality.
- During their unexpired terms, members of the special district's governing body are subject to removal at will by the governing body of a single county or a single municipality.
- The district has a budget that requires approval through an affirmative vote or can be vetoed by the governing body of a single county or a single municipality.

"Independent special district" (ss. 200.001(8)(e) and 189.403 (3), F.S.) means a special district that is not a dependent special district as defined above. A district that includes more than one county is an independent special district unless the district lies wholly within the boundaries of a single municipality.

"Non-voted millage" is any millage not defined as a "voted millage" in s. 200.001(8)(f), F.S.

Lines 12 and 14

Adjust the calculation of the rolled-back rate for tax increment values and payment amounts. See the instructions for DR-420TIF. On Lines 12 and 14, carry forward values from the DR-420TIF forms.

Line 24

Include only those levies derived from millage rates.