NOTICE OF PUBLIC MEETING
CITY COUNCIL
CITY OF BONITA SPRINGS
FINAL MILLAGE AND BUDGET HEARING
OFFICIAL AGENDA
SEPTEMBER 16, 2020
5:05 P.M.

BONITA SPRINGS FIRE CONTROL AND RESCUE DISTRICT
27701 BONITA GRANDE DRIVE
BONITA SPRINGS, FL 34135

PUBLIC COMMENT AVAILABLE VIA EMAIL, PHONE AND IN PERSON IN ACCORDANCE WITH SOCIAL DISTANCING GUIDELINES

Due to social distancing guidelines, please email the City at **CITYMEETINGS@CITYOFBONITASPRINGS.ORG** in order to:

1. Submit your comment in writing prior to the meeting; or

2. Provide your name and telephone number to participate by phone during the meeting. A member of staff will contact you prior to the meeting with call-in instructions. Also, please indicate in your email which meeting you would like to participate by phone.

PLEASE INCLUDE THE MEETING DATE IN THE SUBJECT LINE OF YOUR EMAIL. ALL EMAILS FOR PUBLIC COMMENT MUST BE RECEIVED BY NOON ON SEPTEMBER 16, 2020.

CLICK HERE to watch the meeting online, or visit the City's website at WWW.CITYOFBONITASPRINGS.ORG and click "How do I?" and then click "Watch a meeting live" to access the live stream.

Interested parties may also attend the public hearing in person to provide comments in accordance with the City's code or as those provisions may be modified by the City Council. Social distancing and other centers for disease control (CDC) and Florida Department of Health (FDOH) guidelines pertaining to COVID-19 will be followed and observed.

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I. CALL TO ORDER.

II. PLEDGE OF ALLEGIANCE.

III. ROLL CALL.

IV. OVERVIEW OF THE FINAL MILLAGE AND BUDGET PUBLIC HEARING. (GREENSHEET NO. 20-09-273)

V. PUBLIC COMMENT.

VI. COUNCIL DISCUSSION OF THE FINAL BUDGET.

VII. PUBLIC HEARINGS

A. A RESOLUTION OF THE CITY OF BONITA SPRINGS, LEE COUNTY, FLORIDA, ADOPTING THE FINAL LEVYING OF AD VALOREM TAXES FOR THE CITY OF BONITA SPRINGS, LEE COUNTY, FLORIDA, FOR FISCAL YEAR 2020-2021; (GREENSHEET NO. 20-09-274)

B. A RESOLUTION OF THE CITY OF BONITA SPRINGS, LEE COUNTY, FLORIDA, ADOPTING THE FINAL BUDGET FOR FISCAL YEAR 2020-2021 AND PROVIDING AN EFFECTIVE DATE. (GREENSHEET NO. 20-09-275)

The City Manager's Draft Budget as of August 3, 2020 is available on the City's website at www.cityofbonitasprings.org

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VIII. PUBLIC COMMENT.

IX. ADJOURNMENT.

ANY PERSON REQUIRING SPECIAL ACCOMMODATIONS AT ANY OF THE MEETINGS BECAUSE OF A DISABILITY OR PHYSICAL IMPAIRMENT SHOULD CONTACT MEG WEISS, DIRECTOR OF ADMINISTRATIVE SERVICES, AT 239-949-6262, AT LEAST 48 HOURS PRIOR TO THE MEETING. IF A PERSON DECIDES TO APPEAL A DECISION MADE BY THE COUNCIL IN ANY MATTER CONSIDERED AT THIS MEETING/HEARING, SUCH PERSON MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDING IS TO BE MADE, TO INCLUDE THE TESTIMONY AND EVIDENCE UPON WHICH ANY SUCH APPEAL IS TO BE BASED.

NOTE: AGENDAS ARE AVAILABLE FOR VIEW, AND THE MEETING CAN BE VIEWED AT http://www.cityofbonitasprings.org/cms/one.aspx?pageId=13788697 THIS MEETING IS TELEVISED ON COMCAST CHANNEL 98. YOU MAY ALSO VIEW THE MEETING ON HOTWIRE CHANNEL 398; CENTURY LINK/PRISM TV CHANNEL 87; AND SUMMIT BROADBAND CHANNEL 96.

BONITA SPRINGS CITY COUNCIL	**GREEN SHEET:**	20-09-273 **BUDGET**

AGENDA ITEM SUMMARY

REQUESTED MOTION: Overview of the Public Hearing on the Final Millage and Final Budget for FY 2020-2021

MEETING DATE: 9/16/2020

AGENDA:		**REQUIREMENT/PURPOSE: (Specify)**		**REQUESTOR OF INFORMATION:**
☒	BUDGET MEETING	☒	STATUTE 200.065 Method of fixing millage	Anne K. Wright, CPA, CGFO Finance Director
☐	CONSENT	☐	ORDINANCE	
☒	PUBLIC HEARING	☐	ADMIN. CODE	
☐	MAYOR AND COUNCIL MEMBER ITEMS	☐	OTHER	
☐	MAYOR AND COUNCIL MEMBER'S REPORTS			
☐	CITY ATTORNEY ITEMS			
☐	CITY MANAGER ITEMS			

BACKGROUND:

This meeting is the Public Hearing on the Final Millage Rate and the Final Budget for the City of Bonita Springs for Fiscal Year 2020-2021. The Statutes require that this public hearing be preceded by notice of the hearing. Such notice is scheduled for advertisement in the News-Press on September 14, 2020. The statutes require that we publicly read the following: the proposed millage is .8173 mills per thousand of taxable value, compared to the rolled-back rate of .8015 mills per thousand of taxable value. The proposed millage is a 1.97% increase from the rolled-back rate. This proposed millage is established to pay for the Fiscal Year 2020-2021 budgeted expenditures.

The proposed millage of .8173 has been the adopted millage of the City since FY 2012-2013.

IS THIS RELATED TO A STRATEGIC PLAN OBJECTIVE? ☒ **YES** ☐ **NO**

IF YES, WHICH STRATEGIC OBJECTIVE? #7 Government Transparency

STAFF RECOMMENDATIONS: Council to conduct Public Hearing.

REVIEWED BY:

City Manager: **Arleen Hunter**

City Attorney: **Derek Rooney**

City Clerk: **Debra Filipek**

Department Director: **Anne Wright**

COUNCIL ACTION:

☐ **APPROVED**

☐ **DENIED**

☐ **DEFERRED**

☐ **OTHER**

BONITA SPRINGS CITY COUNCIL	GREEN SHEET:	20-09-274 **BUDGET**

AGENDA ITEM SUMMARY

REQUESTED MOTION: Motion to approve the Resolution adopting the Final Millage rate of .8173 mills for FY 2020-2021.

MEETING DATE: 9/16/2020

	AGENDA:		**REQUIREMENT/PURPOSE: (Specify)**	**REQUESTOR OF INFORMATION:**
☒	BUDGET MEETING	☒	STATUTE 200.065 Method of fixing millage	Anne K. Wright, CPA, CGFO Finance Director
☐	CONSENT	☐	ORDINANCE	
☒	PUBLIC HEARING	☐	ADMIN. CODE	
☐	MAYOR AND COUNCIL MEMBER ITEMS	☐	OTHER	
☐	MAYOR AND COUNCIL MEMBER'S REPORTS			
☐	CITY ATTORNEY ITEMS			
☐	CITY MANAGER ITEMS			

BACKGROUND:
In compliance with Florida Statutes this Public Hearing is being held on September 16, 2020 for the purpose of the adoption of the City of Bonita Springs Final Millage rate for FY 2020-2021.

The proposed millage is .8173 mills per thousand of taxable value, compared to the rolled-back rate of .8015 mills per thousand of taxable value. The proposed millage is a 1.97% increase from the rolled-back rate.
Attachment: Resolution adopting the Final Millage rate of .8173 mills for FY 2020-2021.

IS THIS RELATED TO A STRATEGIC PLAN OBJECTIVE? ☒ **YES** ☐ **NO**
IF YES, WHICH STRATEGIC OBJECTIVE? #7 Government Transparency

STAFF RECOMMENDATIONS: Approval of the Resolution adopting the Final Millage rate of .8173 mills for FY 2020-2021.

REVIEWED BY:

City Manager: **Arleen Hunter**
City Attorney: **Derek Rooney**
City Clerk: **Debra Filipek**
Department Director: **Anne Wright**

COUNCIL ACTION:

☐ **APPROVED**
☐ **DENIED**
☐ **DEFERRED**
☐ **OTHER**

CITY OF BONITA SPRINGS, FLORIDA

RESOLUTION NO.

A RESOLUTION OF THE CITY OF BONITA SPRINGS, LEE COUNTY, FLORIDA, ADOPTING THE FINAL LEVYING OF AD VALOREM TAXES FOR THE CITY OF BONITA SPRINGS, LEE COUNTY, FLORIDA, FOR FISCAL YEAR 2020-2021; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Bonita Springs, Lee County, Florida, on September 16, 2020, adopted Fiscal Year 2020-2021 Final Millage Rate following a public hearing as required by Florida Statutes 200.065; and

WHEREAS, the City of Bonita Springs, Lee County, Florida, held a public hearing as required by Florida Statutes 200.065; and

WHEREAS, the gross taxable value for operating purposes not exempt from taxation within the City of Bonita Springs, Lee County, Florida has been certified by the Lee County Property Appraiser to the City of Bonita Springs as $11,788,144,518;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Bonita Springs, Lee County, Florida:

Section 1. The fiscal year 2020-2021 final ad valorem operating millage rate for tax (calendar) year 2020 is hereby adopted at .8173 mills. This final operating millage rate is greater than the rolled-back rate of .8015 mills by 1.97%.

Section 2. Effective date.
This resolution shall take effect immediately upon adoption by the Bonita Springs City Council.

DULY PASSED AND ENACTED by the City Council of the City of Bonita Springs, Lee County, Florida, at a public hearing this 16th day of September, 2020.

AUTHENTICATION:

__________________________ ___________________________
Mayor City Clerk

APPROVED AS TO FORM:_________________________
City Attorney

Vote:

Carr	Purdon
Corrie	Quaremba
Forbes	Simmons
Gibson	

Date filed with City Clerk: ______________________

BONITA SPRINGS CITY COUNCIL	GREEN SHEET:	20-09-275 **BUDGET**

AGENDA ITEM SUMMARY

REQUESTED MOTION: Motion to approve the Resolution adopting the Final Budget for FY 2020-2021.

MEETING DATE: 9/16/2020

AGENDA:		**REQUIREMENT/PURPOSE: (Specify)**		**REQUESTOR OF INFORMATION:**
☒	BUDGET MEETING	☒	STATUTE 200.065 Method of fixing millage	Anne K. Wright, CPA, CGFO Finance Director
☐	CONSENT	☐	ORDINANCE	
☒	PUBLIC HEARING	☐	ADMIN. CODE	
☐	MAYOR AND COUNCIL MEMBER ITEMS	☐	OTHER	
☐	MAYOR AND COUNCIL MEMBER'S REPORTS			
☐	CITY ATTORNEY ITEMS			
☐	CITY MANAGER ITEMS			

BACKGROUND:

The FY 2020-2021 tentative budget for expenditures by fund, compared to the Original Adopted Budget for FY 2019-2020 is shown below:

	FY 2020-2021 Proposed Budget	**FY 2019-2020 Adopted Budget**	**Variance Over(Under)**	**Percent Change**
General Fund…………………………………………	$ 14,555,111	$ 14,646,489	$ (91,378)	(.62)%
Gas Tax Fund………………………………………	1,197,000	1,090,495	106,505	9.77
Grant Fund…………………………………………	80,000	80,000	-	-
Impact Fee Funds…………………………………	-	-	-	-
Stormwater Fund………………………………...	1,512,100	1,716,555	(204,455)	(11.91)
Downtown Area Revenue Sharing Fund…………	-	-	-	-
Building Fee Fund…………………………………..	2,809,000	2,733,911	75,089	2.75
Capital Projects Debt Service Fund……………….	2,554,196	2,555,225	(1,029)	(.04)
Downtown Redevelopment Debt Service Fund….	1,073,650	1,078,100	(4,450)	(.41)
2020 Debt Service Fund……………………………	116,900	-	116,900	-
Capital Projects Fund………………………………	17,902,965	28,691,977	(10,789,012)	(37.60)
Total Appropriation for Budgeted Expenditures…	$ 41,800,922	$ 52,592,752	$(10,791,830)	(20.52)

Additionally, the following Fund Balance amounts are included in the Budget Resolution as appropriated reserves in the event circumstances arise that would require their use. Attached is an excerpt from the Financial Policy adopted by City Council addressing the use of reserves.

Appropriation for Budgeted Reserves:	**FY 2020-2021 Proposed Budget for Reserves**	**FY 2019-2020 Adopted Budget for Reserves**	**Variance Over(Under)**	**Percent Change**
General Fund……………………………………....$	9,855,578	$ 14,221,262	$ (4,365,684)	(30.70)%
Gas Tax Fund………………………………………	217,716	1,522,904	(1,305,188)	(85.70)
Road Impact Fee Fund…………………………....	2,860,354	3,385,765	(525,411)	(15.52)
Park Impact Fee Fund……………………………..	859,227	742,067	117,160	15.79
Stormwater Fund……………………...................	734,238	-	734,238	-
Downtown Area Revenue Sharing………………	623,691	130,539	493,152	377.78
Total Appropriation for Budgeted Reserves…….	$ 15,150,804	$ 20,002,537	$ (4,851,733)	(24.26)
Total Budget Resolution	$ 56,951,726	$ 72,595,289	$(15,643,563)	(21.55)

Attachments: Resolution adopting the Final Budget for FY 2020-2021; Summary of Changes to the FY 2021 City Manager's Draft Budget.

The City Manager's Draft Budget as of August 3, 2020 is available on the City's website at www.cityofbonitasprings.org

IS THIS RELATED TO A STRATEGIC PLAN OBJECTIVE? ☒ **YES** ☐ **NO**

IF YES, WHICH STRATEGIC OBJECTIVE? #7 Government Transparency

STAFF RECOMMENDATIONS: Approval of the Resolution adopting the Final Budget for FY 2020-2021.

REVIEWED BY:

City Manager: __Arleen Hunter__________________
City Attorney: __Derek Rooney__________________
City Clerk: __Debra Filipek___________________
Department Director: __Anne Wright______________

COUNCIL ACTION:

☐ **APPROVED**
☐ **DENIED**
☐ **DEFERRED**
☐ **OTHER**

EXCERPT FROM FINANCIAL POLICY

(1) Fund Balance Management. Fund Balance amounts, as indicated below and as authorized through the budget process, are designated as "Reserves".

(a) Disaster Reserves will be maintained to meet the City's needs in the event of an emergency that affects the health or safety of the residents of Bonita Springs. The disaster reserve is established at one million dollars ($1,000,000) and will be maintained at that level. The disaster reserve will be used only in the case of emergencies that cause disruption to normal day to day living in the City. The City may be faced with natural disasters that are weather related and cause disruption to daily activities that threaten the health safety and welfare of the community. In the event of a tropical storm or category one hurricane, the City Manager may authorize up to $200,000 of the fund to be expended without City Council approval to restore normal operations within the city. Additional funds, if needed, will require City Council approval for expenditure. In the case of a category two or greater storm, the City Manager, with the approval of the Mayor and or Deputy Mayor, may expend whatever funds are needed to restore the City to normal operation. Other types of emergencies can also occur that could significantly affect the health, safety and welfare of the community. In instances where normal communications exist, the City Manager, with the concurrence of the Mayor and or Deputy Mayor, may expend up to $200,000 to restore adequate operations. Any additional funds will require approval of the full City Council. In an emergency where normal communications are disrupted, the City Manager is authorized to expend whatever funds are available to restore adequate operations within the City. In this case, the City Manager will make every effort to notify the Mayor, Deputy Mayor and any other members of City Council. In the event those funds are utilized from the emergency reserve, the City Council will develop a plan to restore the initial reserve amount in the next or ensuing fiscal years. The City Council can also expend these emergency reserve funds for any legal governmental purpose with a 5/7 vote of the council but only after all contingency and the other appropriated reserves have been expended.

(b) Operating Reserves will be maintained at a level equal to four (4) months of average general fund operating expenditures for the prior two (2) fiscal years. These funds are in addition to any contingency funds budgeted in the General Fund. These funds shall not be expended while available budget remains in a contingency line item. The City Council could appropriate these funds if required to meet revenue shortfalls caused by unforeseen circumstances. These appropriations would be at the request of the City Manager and require approval of the City Council. If funds should be required in any fiscal year, the City Council will budget the necessary funds to bring the reserve back up to the level outlined above in the ensuing fiscal year.

CITY OF BONITA SPRINGS, FLORIDA

RESOLUTION NO. 20-__

A RESOLUTION OF THE CITY OF BONITA SPRINGS, LEE COUNTY, FLORIDA, ADOPTING THE FINAL BUDGET FOR FISCAL YEAR 2020-2021; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Bonita Springs, Lee County, Florida, held a public hearing as required by Florida Statute 200.065; and

WHEREAS, the City of Bonita Springs, Lee County, Florida, set forth the appropriations and revenue estimate for the Budget for Fiscal Year 2020-2021, including expenditures, as follows:

Appropriated Expenditures	$ 14,555,111	
Appropriated Reserves	9,855,578	
Total General Fund		$ 24,410,689
Special Revenue Funds:		
Gas Tax Fund Appropriated Expenditures	1,197,000	
Gas Tax Appropriated Reserves	217,716	
Impact Fee Funds Appropriated Expenditures	-	
Impact Fee Funds Appropriated Reserves	3,719,581	
Grant Fund Appropriated Expenditures	80,000	
Downtown Area Revenue Sharing Approp. Expenditures	-	
Downtown Area Revenue Sharing Approp. Reserves	623,691	
Building Fee Fund Appropriated Expenditures	2,809,000	
Stormwater Fund Appropriated Expenditures	1,512,100	
Stormwater Fund Appropriated Reserves	734,238	
Total Special Revenue Funds		10,893,326
Debt Service Funds Appropriated Expenditures		3,744,746
Capital Projects Funds Appropriated Expenditures		17,902,965
Total Appropriated Expenditures and Reserves		$ 56,951,726

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Bonita Springs, Lee County, Florida:

Section 1. The fiscal year 2020-2021 final budget is hereby adopted.

Section 2. Effective date.

This resolution shall take effect immediately upon adoption by the Bonita Springs City Council.

DULY PASSED AND ENACTED by the City Council of the City of Bonita Springs, Lee County, Florida, at a public hearing this 16th day of September, 2020.

AUTHENTICATION:

____________________________ ____________________________

Mayor City Clerk

APPROVED AS TO FORM:__________________________

City Attorney

Vote:

Carr	Purdon
Corrie	Quaremba
Forbes	Simmons
Gibson	

Date filed with City Clerk: ________________________

SUMMARY OF CHANGES TO THE FY 2021 CITY MANAGER'S DRAFT BUDGET

	General Fund	Gas Tax Fund	Grant Fund	Road Impact Fee	Park Impact Fee	Building Fee	Downtown Area Revenue Sharing	Stormwater Fund	Capital Projects Debt Service	2020 Debt Service	Downtown Redevelopment Debt Service	Capital Projects Fund	TOTAL
Estimated Beginning Restricted, Assigned for Disaster & Operating Reserves and Unassigned Fund Balance	$ 9,836,340	$ 1,405,582	$ -	$ 4,571,187	$ 769,517	$ 6,821,838	$ 174,807	$ 1,529,680	$ 450,641	$ -	$ -	$ -	$ 25,559,592
Updated for increase in FY 2020 expected expenditures								(795,442)					$ (795,442)
UPDATED Estimated Beginning Restricted, Assigned for Disaster & Operating Reserves and Unassigned Fund Balance	9,836,340	1,405,582	-	4,571,187	769,517	6,821,838	174,807	734,238	450,641	-	-	$ -	$ 24,764,150
City Manager Draft Revenue Request:	19,403,847	1,790,000	8,722,238	2,610,585	289,710	2,278,000	1,522,534	1,512,100	2,000	-	-	$ -	$ 38,131,014
Approved Changes:													
Adjust State revenue budgets by the below amounts to agree with the State Estimates:													
Local Government Half-Cent Sales Tax	253,433	-	-	-	-	-	-	-	-	-	-	-	253,433
State Shared Revenues	155,881	36,478	-	-	-	-	-	-	-	-	-	-	192,359
Local Communications Services Tax	(54,173)	-	-	-	-	-	-	-	-	-	-	-	(54,173)
6 Cent Local Option Fuel Tax	-	4,035	-	-	-	-	-	-	-	-	-	-	4,035
5 Cent Local Option Fuel Tax	-	6,258	-	-	-	-	-	-	-	-	-	-	6,258
Total Revenues	19,758,988	1,836,771	8,722,238	2,610,585	289,710	2,278,000	1,522,534	1,512,100	2,000	-	-	-	38,532,926
Transfers in from Other Funds	15,000	-	40,000	-	-	-	-	-	2,171,067	116,900	1,073,650	17,902,965	21,319,582
Total Revenue and Transfers in	19,773,988	1,836,771	8,762,238	2,610,585	289,710	2,278,000	1,522,534	1,512,100	2,173,067	116,900	1,073,650	17,902,965	59,852,508
Total Sources of Funds	**$ 29,610,328**	**$ 3,242,353**	**$ 8,762,238**	**$ 7,181,772**	**$ 1,059,227**	**$ 9,099,838**	**$ 1,697,341**	**$ 2,246,338**	**$ 2,623,708**	**$ 116,900**	**$ 1,073,650**	**$ 17,902,965**	**$ 84,616,658**
City Manager Draft Expenditure Request:	$ 14,427,111	$ 1,197,000	$ 80,000	$ -	$ -	$ 2,809,000	$ -	$ 1,512,100	$ 2,554,196	$ -	$ 1,073,650	$ 17,902,965	$ 41,556,022
Approved Changes:													
Increase in Pay for Performance	10,000	-	-	-	-	-	-	-	-	-	-	-	10,000
Increase in COVID-19 expense	20,000	-	-	-	-	-	-	-	-	-	-	-	20,000
Increase in interest expense	-	-	-	-	-	-	-	-	-	116,900	-	-	116,900
Increase in City Manager compensation/deferred comp	33,000	-	-	-	-	-	-	-	-	-	-	-	33,000
Increase in Public Safety	65,000	-	-	-	-	-	-	-	-	-	-	-	65,000
Total Expenditures	14,555,111	1,197,000	80,000	-	-	2,809,000	-	1,512,100	2,554,196	116,900	1,073,650	17,902,965	41,800,922
Transfers out to Other Funds	5,082,739	1,827,637	8,682,238	4,321,418	200,000	15,000	1,073,650	-	-	-	-	-	21,202,682
Approved Changes:													
Transfer to 2020 Debt Service Fund	116,900	-	-	-	-	-	-	-	-	-	-	-	116,900
Total Expenditures and Transfers out	19,754,750	3,024,637	8,762,238	4,321,418	200,000	2,824,000	1,073,650	1,512,100	2,554,196	116,900	1,073,650	17,902,965	63,120,504
Total Restricted, Assigned for Disaster & Operating Reserves	5,500,000	-	-	-	-	-	-	-	-	-	-	-	5,500,000
Total Projected Unassigned Fund Balance	**$ 4,355,578**	**$ 217,716**	**$ -**	**$ 2,860,354**	**$ 859,227**	**$ 6,275,838**	**$ 623,691**	**$ 734,238**	**$ 69,512**	**$ -**	**$ -**	**$ -**	**$ 15,996,154**