**Memorandum**

 **DATE: APRIL 28, 2015**

 **TO: Town Commission**

 **FROM: Beverly Shapiro, Tax oversight Committee**

**SUBJECT: ANNUAL Committee Report**

The Citizens Tax Oversight Committee held its annual meeting on April 28, 2015 at 1 P.M. in the Commission Chambers and reviewed the following:

1. **Audited Results**

The Finance Director reviewed the 2014 audited results of operations with the Citizens’ Tax Oversight Committee which showed that the fund balance increased $259,827 for a total fund balance of $1,351,805 as follows:

|  |  |  |  |
| --- | --- | --- | --- |
|     |  |  **Audited** |  |
|   |  |  **Actual**  |  |
|   |  |  **FY 2013-14**  |  |
|  **Revenues:**  |   |   |   |
|      Infrastructure Surtax  |   | $567,068  |   |
|      Interest Income  |   | 4,869 |   |
|  **Total Revenue** |   | 571,927 |   |
|  **Expenditures:**  |   |   |   |
|   |   |   |   |
|     Public Facilities- Interior Painting |   | 7,426 |   |
|     Public Safety- Police Vehicles |   | 214,916 |   |
|     Public Facilities-Floor Coverings |   | 3,851 |   |
|     Public Facilities Server Replacement |   | 85,907 |   |
|  **Total Expenditures** |   | 312,100  |   |
| Revenues over expenditures |   | 259,827  |   |
|  |   |   |   |
| **Fund Balance, Oct. 1 2013** |   |        1,091,978 |   |
| **Fund Balance, Sept. 30 2014** |  | 1,351,.805  |  |

During Fiscal Year 2014, the Town Commission approved an accounting practice change so that the infrastructure fund will solely be accountable for all transactions, which are reflected in the audited financial statements shown above.

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 Town has complied with the proper process regarding infrastructure surtax approvals as follows:

  An amended budget was submitted to the Commission as Proposed Resolution 2014-21, which was presented at your June 16, 2014 Regular Workshop Meeting followed by adoption at the July 7, 2014 meeting.

The current budget covering Phase III Allocation of Funds for the period FY2009-FY2024 is presented below:

|  |  |  |  |
| --- | --- | --- | --- |
|   |   |  | **PHASE III**  |
| **Project List** |   |  | **ALLOCATION** |
| Beach Nourishment |   |   | $1,730,569 |
| Streets & Drainage |   |   | 0 |
| Park& Recreation Improvements |   |   | 2,922,000 |
| Canal Dredging |   |   | 900,000 |
| Public Safety |   |   | 1,588,168 |
| Public Facility Improvements |   |   | 922,000 |
|   |   |   | $8,062,737 |

1. **Project Commitments**

There have been no expenditures of Infrastructure Surtax funds except for items on the approved project list. The project List for FY2014 and FY2015 is shown below:

        Public Safety       Facility    Improvements      Improvements

**FY 2013-14**

Patrol Cars/SUV   144,000

Radio Equipment   104,000

Server Replacement $   96,000

Telephone System     85,000

Interior Painting     10,000

Floor Covering Replacement     10,000

**FY 2014-15**

Technology Upgrade $   70,000

Police Generator               55,000

Fire Station Improvements                       110,000

Fire-Self Contained Breathing Apparatus  $180,000

The Current budget is shown below with respective balances after FY2014-15 expenses have been paid, leaving remaining commitments of $6,119,964.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|   |   | **PHASE III** |  | **AMOUNT EXPENDED OR COMMITTED** |  |
| **Project List** |   | **ALLOCATION** |  | **THROUGH FY15** | **BALANCE** |
| Beach Nourishment |   | $1,730,569  |   | $300,000 | $1,430,569 |
| Streets & Drainage |   | 0 |   | 0 | 0 |
| Park& Recreation Improvements |   | 2,922,000 |   | 34,040 | 2,887,960 |
| Canal Dredging |   | 900,000 |   | 0 | 900,000 |
| Public Safety |   | 1,588,168 |   | 1,421,464 | 166,704 |
| Public Facility Improvements |   | 922,000 |   | 535,655 | 386,345 |
|   |   |   |   |   |   |
|   |   | $8,062,737  |   | $2,291,159 | $5,771,578 |

1. **Conclusion**

The Citizens’ Tax Oversight Committee has reviewed expenditures to insure 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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Beverly Shapiro

Citizens’ Tax Oversight Committee