

**CITY OF ATLANTIC BEACH  
CITY COMMISSION MEETING  
STAFF REPORT**

**AGENDA ITEM:** Setting Preliminary Millage Rate for Fiscal Year 2021 Budget

**SUBMITTED BY:** Melissa Burns, Director of Finance

**TODAY'S DATE:** July 15, 2020

**MEETING DATE:** July 27, 2020

**BACKGROUND:** Every year, part of the budget process is to set the millage rate that property owners within the City of Atlantic Beach will pay in property taxes. Once the millage set, it is sent to the Property Appraiser as part of the Truth In Millage (TRIM) process; this rate cannot be increased from this point on but can be lowered. A budget calendar has been created in an effort to illustrate both the budget and the TRIM process.

The current millage rate is 3.2285 or \$3.2285 for every \$1,000 in property taxable value. This has remained the same for a number of years. The Fiscal Year 2021 is being developed utilizing this same millage rate in large part due to the budget policies adopted by Resolution 04-10 which states that the millage rate shall remain the same.

The final millage rate will be adopted by Resolution during the final budget hearing in late September. As noted above, once the preliminary millage rate is set and sent to the Property Appraiser, it can be lowered but cannot go higher. Although at this point in time, it is not recommended that the millage rate be lowered due to the uncertainty of the City's other revenue sources.

**BUDGET:** None

**RECOMMENDATION:** Commission set the preliminary millage rate at the current rate of 3.2285

**ATTACHMENT(S):** Budget Calendar

**REVIEWED BY CITY MANAGER:**

  
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## **Budget Calendar Fiscal Year 2020/2021**

March – May	Department prepare departmental budgets
June - July	City Manager meets with Departments to provide final direction and finalize department budgets
June 1	Receipt of early “Estimate of Taxable Values” from Duval County
July 1	Receipt of Preliminary Taxable Values from Duval County (these figures are used in budget). TRIM Calendar begins.
<b>July 23</b>	<b>First Budget Workshop held with City Commission</b>
<b>July 27</b>	<b>City Commission sets preliminary millage rate</b>
<b>July 30</b>	<b>Second Budget Workshop held with City Commission</b>
August 4	Certified forms DR420 and DR420 MMP which identifies preliminary millage rate, sent back to Property Appraiser
August 24	Last day Property Appraiser can send our TRIM notices to property owners
<b>August 6</b>	<b>Third Budget Workshop held with City Commission (if needed)</b>
<b>September 14</b>	<b>First public hearing on Operating Budget</b>
September 24	Required Advertisements prior to second public hearing
<b>September 28</b>	<b>Final public hearing on Annual Budget and Resolution to Millage Rate</b>
October 1	Fiscal Year 2021 begins
Prior to October 27	TRIM Compliance Package due to the Department of Revenue