



Meeting Name: Town Council Meeting
Meeting Date: September 13, 2023
Prepared By: Len Rubin/Michael Ventura
Item Title: Resolution No. 2023-14 – Creation of Building Code Restricted Reserve Account

DISCUSSION:

Staff has found that fluctuations in building permits have caused highs and lows in the revenue collection to fund the expenses related to the Town’s building permitting, plan review, and building official functions. Section 553.80(7)(a), Florida Statutes restricts the use of such revenue to the Town’s responsibilities in enforcing the Building Code and provides that any unexpended balances must be carried forward to future years for allowable activities or refunded. It further prohibits the Town from carrying forward any amount exceeding the average of its operating budget for enforcement the Florida Building Code for the previous four years, excluding any reserve amounts.

Currently, the Town does not have an official reserve fund dedicated to the Town’s Building Code enforcement function. The creation of a reserve account will ensure compliance with Florida law and both provide for the future capital needs of the Building Department and assist with rate stabilization throughout the years. With the creation of the Building Code Restricted Reserve Account, the undedicated balance of revenue collections during the fiscal year will be placed in reserve as of September 30, 2023. At the year-end for each subsequent year, excess revenue will be added to Reserve Account or taken from the Reserve Account to fund Town Council approved expenses if there is a shortfall in revenue.

RECOMMENDATION:

Recommend approval of Resolution 2023-14