



City of Hallandale Beach City Commission Agenda Cover Memo

Meeting Date:	File No.:	Item Type:		1 st Reading	2 nd Reading
5/21/2025	25-167	<input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Other	Ordinance Reading	N/A	N/A
			Public Hearing	<input type="checkbox"/>	<input type="checkbox"/>
			Advertising Required	<input type="checkbox"/>	<input type="checkbox"/>
			Quasi-Judicial:	<input type="checkbox"/>	<input type="checkbox"/>
Fiscal Impact (\$):	Account Balance (\$):	Funding Source:	Project Number:		
N/A	N/A	N/A	N/A		
Contract/P.O. Required	RFP/RFQ/Bid Number:	Sponsor Name:	Department:		
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	N/A	Geovanne Neste, Finance Director	Finance		
Strategic Plan Focus Areas:					
<input checked="" type="checkbox"/> Fiscal Stability	<input checked="" type="checkbox"/> Resident Services	<input checked="" type="checkbox"/> Public Safety	<input checked="" type="checkbox"/> Infrastructure & Mobility	<input type="checkbox"/> Economic Development & Affordable Housing	
Implementation Timeline:					
Estimated Start Date: 6/18/2025			Estimated End Date: N/A		

SHORT TITLE:

A RESOLUTION OF THE CITY OF HALLANDALE BEACH, FLORIDA, RELATING TO THE IMPOSITION AND COLLECTION OF NON-AD VALOREM SPECIAL ASSESSMENTS TO FUND ROAD, CURB, CROSSWALK, LANDSCAPING, GUARDHOUSE AND OTHER TRAFFIC AND SAFETY IMPROVEMENTS IN THE THREE ISLANDS NEIGHBORHOOD; DESCRIBING THE PROPOSED THREE ISLANDS ASSESSMENT AREA; ESTIMATING THE COST OF THE IMPROVEMENTS; DESCRIBING THE METHOD OF ASSESSING THE COSTS AND BENEFITS OF THE IMPROVEMENTS AGAINST REAL PROPERTY THAT WILL BE SPECIALLY BENEFITTED THEREBY; DIRECTING PREPARATION OF A PRELIMINARY ASSESSMENT ROLL; ESTABLISHING A PUBLIC HEARING TO CONSIDER IMPOSITION OF THE ASSESSMENTS; DIRECTING THE PROVISION OF NOTICE AND CERTAIN OTHER MATTERS IN

**CONNECTION THEREWITH; AND PROVIDING AN
EFFECTIVE DATE.**

STAFF SUMMARY:

Summary:

This resolution initiates the statutory process for implementing a special assessment to fund the Three Islands Guardhouses & Traffic-Calming Capital Improvement Project. It establishes the proposed assessment area, cost apportionment methodology, maximum rates, and the form of notice. It also sets a public hearing for June 18, 2025.

Background:

On May 7, 2025, the City Commission approved the first reading of the citywide Assessment Procedure Ordinance. This ordinance establishes the City's authority to impose and administer non-ad valorem special assessments for capital improvements that provide a direct benefit to specific properties. The ordinance was drafted with outside counsel and is designed to be flexible enough to support future neighborhood-focused projects beyond Three Islands, including Golden Isles.

The Three Islands Guardhouses & Traffic-Calming Project is the first project scheduled to proceed under this new ordinance. The project was prioritized in the 2023 update to the Three Islands Safe Neighborhood Improvement Plan, following years of input from the Advisory Board and City Commission regarding deteriorating roadway conditions, aging infrastructure, and safety concerns.

Throughout 2024 and early 2025, the City worked with engineers and financial advisors to finalize the project's scope, methodology, and funding strategy. The Commission was presented with these recommendations during the May 7, 2025 meeting, along with a proposed timeline to ensure that the first year of assessments can be collected beginning in November 2025.

Current Situation:

To stay on track for the June 18, 2025, public hearing and enable timely implementation, the next required step is adoption of the Initial Assessment Resolution. This resolution formally initiates the assessment process for the Three Islands project by confirming the affected area, describing how the assessment will be allocated among properties, and setting the maximum annual rate. It also triggers the mailing and publication of statutory notices, which must occur no later than May 29, 2025.

In addition, the attached resolution includes a maximum "not-to-exceed" assessment amount of \$1,361.25, based on the \$4.6 million total estimated project cost, a 4% annual cost of capital, and 7% for pro rata share of the annual collection costs (inclusive of 2% BCPA administrative charge, 4% BCPA discount charge, and 1% City administrative charge). This figure reflects the highest possible amount that any property would be assessed under the adopted methodology. While this cap must be established at this

stage to comply with statutory notice requirements under Section 197.3632, Florida Statutes, the actual assessment may be adjusted downward prior to the final roll adoption should the City receive financial contributions from the Safe Neighborhood District or other sources, subject to future Commission action. Establishing this maximum amount now ensures legal compliance and provides transparency to property owners as the assessment process moves forward.

This Initial Assessment Resolution:

- Describes the assessment area boundaries and parcels to be assessed.
- Establishes the cost-apportionment methodology (equal-share per taxable folio, with limited exemptions).
- Sets the maximum assessment rate to recover up to \$4.6 million in project costs and related expenses.
- Directs staff to prepare the initial assessment roll.
- Schedules the public hearing for June 18, 2025.
- Authorizes the mailing and newspaper publication of notices on or before May 29, 2025.

Why Action is Necessary:

To comply with Florida Statutes and the adopted procedural ordinance, the City must adopt an Initial Assessment Resolution before noticing the public hearing. The timely adoption of this item will help keep the implementation timeline aligned with previously presented milestones, including the June 18, 2025, Final Assessment Ordinance and the start of first-year billing in November 2025. Adhering to this schedule will ensure that the assessment is integrated with the City's other recurring tax and assessment billing cycles, minimizing confusion and promoting administrative efficiency.

Cost Benefit:

The proposed assessment structure provides several fiscal and administrative advantages for both the City and property owners:

- Allows capital improvements to proceed immediately without waiting for external financing.
- Establishes a repayment mechanism that is equitable and legally defensible.
- Preserves flexibility to reimburse the General Fund or pursue a bank loan.
- Ensures residents' repayment obligation remains stable regardless of financing method.
- Enables potential investment earnings for the General Fund at an approximate 4% pooled rate, enhancing financial sustainability.

PROPOSED ACTION:

The City Commission considers the attached Resolution.

ATTACHMENT(S):

Exhibit 1 - Initial Assessment Resolution

Exhibit 2 - Three Islands Guardhouses & Traffic-Calming Project Special Assessment
Update

Prepared By: *Geovanne Neste*
Geovanne Neste
Finance Director

Reviewed By: *Noemy Sandoval*
Noemy Sandoval
Assistant City Manager