



MEETING OF THE SUNRISE CITY COMMISSION

Special Commission Meeting will be held at City Hall Commission Chambers located at 10770 West Oakland Park Blvd., Sunrise, Florida 33351, The City of Sunrise City Commission Meeting will be hosted both an in-person format and a virtual format. Telephone call in number: 954-395-2401 Access Code: 368262 Attendees can press 5* on their phone keypad to make a comment during public hearings or during open discussion. Attendees will be called upon to speak, one at a time, by the meeting organizer. For technical difficulties please call 954-578-4792. Contact the City Manager's Office for additional information via mail to City Manager's Office, 10770 West Oakland Park Boulevard, Sunrise, FL 33351, via email to CityManager@sunrisefl.gov or via phone 954-746-3430.

SPECIAL CITY COMMISSION MEETING AGENDA Wednesday, September 10, 2025 - 5:05 PM

- (1) Call To Order
- (2) Roll Call
- (3) Moment of Silence and Pledge of Allegiance
- (4) Open Discussion
- (5) Public Hearings

(A) Tentative Millage Rates

C25204

A Resolution of the City of Sunrise, Florida adopting a Tentative Millage Rate; authorizing the levy of 6.0543 mills ad valorem tax (\$6.0543 per \$1,000 of assessed value) on all taxable real and personal property within the city; authorizing the levy of .3019 mills ad valorem tax (\$.3019 per \$1,000 of assessed value) on all taxable real and personal property within the city, for funds for the annual debt service of the city of Sunrise, Florida, general obligation bonds for Fiscal Year 2025/2026; and providing for an effective date. City Manager Mark Lubelski. Susan Nabors, Director of Finance and Administrative Services.

(B) Budget FY 2025/2026

C25212

Commission discussion and/or action re: First Reading of an Ordinance of the City of Sunrise, Florida, making appropriations for the General Fund, Water, Wastewater, Gas, Stormwater and other Enterprise Funds, and various other City Funds, for the Fiscal Year 2025/2026 based upon the estimate of revenues and requested appropriations as submitted by the City Manager; adopting a Personnel Summary for Fiscal Year 2025/2026; reducing the Economic Development Fund balance established by Resolution No. 11-122; providing for conflict; providing for severability; and providing an effective date. City Manager Mark Lubelski. Susan Nabors, Director of Finance and Administrative Services.

Adjournment

If a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based F.S.S. 286.0105

The City does not tolerate discrimination in any of its programs, services or activities, and will not exclude participation in, deny the benefits of, or subject to discrimination anyone on the grounds of real or perceived race, color, national origin, sex, gender identity, sexual orientation, age, disability/handicap, religion, family or income status. **In compliance with the ADA and F.S.S. 286.26, any individual with a disability requesting a reasonable accommodation in order to participate in a public meeting should contact the City's ADA Coordinator at least 48 hours in advance of the scheduled meeting. Requests can be directed via e-mail to hr@sunrisefl.gov or via telephone to (954) 838-4522; Florida Relay: 711; Florida Relay (TIY/VCO): 1-800-955-8771; Florida Relay (Voice): 1-800-955-8770. Every reasonable effort will be made to allow for meeting participation.**

If you plan to distribute written documents at the meeting, you must provide 10 copies to the City Clerk prior to the start of the meeting.



AGENDA ITEM REQUEST

Originating Department: Finance and Administrative Services

Item Title: Tentative Millage Rates

Item Number: 5A

Meeting Date: 9/10/2025

City Reference Number (C#): C25204

Item Description:

A Resolution of the City of Sunrise, Florida adopting a Tentative Millage Rate; authorizing the levy of 6.0543 mills ad valorem tax (\$6.0543 per \$1,000 of assessed value) on all taxable real and personal property within the city; authorizing the levy of .3019 mills ad valorem tax (\$.3019 per \$1,000 of assessed value) on all taxable real and personal property within the city, for funds for the annual debt service of the city of Sunrise, Florida, general obligation bonds for Fiscal Year 2025/2026; and providing for an effective date. City Manager Mark Lubelski. Susan Nabors, Director of Finance and Administrative Services.

Funding:

N/A

Amount:

N/A

ATTACHMENTS:

ATY Resolution - C25204

DR-420 - Millage

DR-420DEBT - Form

Background:

The current FY 2024/2025 adopted millage rate is 6.0543 mills. On July 8, 2025, the City Commission authorized a tentative millage rate of 6.0543 mills for FY 2025/2026. This rate is the same as the current adopted millage rate and is 7.23% more than the roll-back rate of 5.6463 mills. The gross taxable value of property in the City, to be utilized for the next fiscal year's budget, including new construction, is \$11,584,204,638. The proposed Resolution adopts the tentative ad valorem tax levy necessary to fund the FY 2025/2026 budget for the City.

In November 2014, residents voted and approved funding for the General Obligation Bonds for development, design, acquisition, and construction for certain parks, recreation and leisure projects within the City. On July 8, 2025, the City Commission authorized a tentative millage rate of .3019 mills for the annual debt service for FY 2025/2026. The proposed Resolution adopts the voter approved debt service tax levy necessary to fund the FY 2025/2026 budget for the debt service necessary to pay principal and interest on the General Obligation Bonds. It should be noted that this debt service millage is lower than the prior year millage of .3188 mills.

It is requested that the City Commission adopt this resolution to adopt the tentative millage rates for the City's operating budget and the debt service.

Department Head Recommendation:

Approval

Person With Additional Information:

Name: Kareyann Ashworth

Phone: 954-746-3220

Department Head Name and Title:

Susan Nabors, Director of Finance and Administrative Services

City Manager:

Authorized for agenda placement

SUNRISE, FLORIDA

RESOLUTION NO. _____

A RESOLUTION OF THE CITY OF SUNRISE, FLORIDA, ADOPTING A TENTATIVE MILLAGE RATE; AUTHORIZING THE LEVY OF 6.0543 MILLS AD VALOREM TAX (\$6.0543 PER \$1,000 OF ASSESSED VALUE) ON ALL TAXABLE REAL AND PERSONAL PROPERTY WITHIN THE CITY; AUTHORIZING THE LEVY OF .3019 MILLS AD VALOREM TAX (\$.3019 PER \$1,000 OF ASSESSED VALUE) ON ALL TAXABLE REAL AND PERSONAL PROPERTY WITHIN THE CITY, FOR FUNDS FOR THE ANNUAL DEBT SERVICE OF THE CITY OF SUNRISE, FLORIDA, GENERAL OBLIGATION BONDS FOR FISCAL YEAR 2025/2026; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, pursuant to the authority vested in the City by law to levy ad valorem real and personal property taxes, the City Commission has determined the necessity for the levy of an ad valorem tax to appropriate funds for the general revenue needs of the City for the fiscal year 2025/2026; and

WHEREAS, pursuant to the authority vested in the City by law to levy ad valorem real and personal property taxes, the City Commission has determined the necessity for the levy of an ad valorem tax to appropriate funds for the annual debt service for the General Obligation Bonds of the City for the fiscal year 2025/2026; and

WHEREAS, the City has complied with the legal requirements for noticing and conducting public hearings for adoption of these tax levies; and

WHEREAS, the gross taxable value for operating purposes not exempt from taxation within the City of Sunrise has been certified by the Broward County Property Appraiser to the City of Sunrise as \$11,584,204,638; and

WHEREAS, the City Commission, by Resolution No. 25-112, accepted a proposed millage rate of 6.0543 mills (\$6.0543 per \$1,000 of assessed value) on July 8, 2025; and

WHEREAS, the City Commission, by Resolution No. 25-112, accepted a proposed millage rate of .3019 mills (\$.3019 per \$1,000 of assessed value) on July 8, 2025.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF SUNRISE, FLORIDA:

Section 1. Tentative Millage Rate. There is hereby levied against all taxable real property and all taxable personal property situated within the City an ad valorem tax in the amount of 6.0543 mills (\$6.0543 per \$1,000 assessed value) effective for the fiscal year 2025/2026, said taxes to be collected as provided by law. This millage rate is 7.23% MORE than the “rolled-back rate” of 5.6463.

Section 2. Tentative Millage Rate. There is hereby levied against all taxable real property and all taxable personal property situated within the City an ad valorem tax in the amount of .3019 mills (\$.3019 per \$1,000 assessed value) which shall be used for annual debt service for the City’s General Obligation Bonds and effective for the fiscal year 2025/2026, said taxes to be collected as provided by law.

Section 3. Effective Date. This Resolution shall be effective immediately upon its passage.

PASSED AND ADOPTED this _____ DAY of _____, 2025.

Mayor Michael J. Ryan

Authentication:

Felicia M. Bravo
City Clerk

MOTION: _____
SECOND: _____

CLARKE: _____
GUZMAN: _____
KERCH: _____
SCUOTTO: _____
RYAN: _____

Approved by the City Attorney
as to Form and Legal Sufficiency

Thomas P. Moss



CERTIFICATION OF TAXABLE VALUE

DR-420
R. 5/12
Rule 12D-16.002
Florida Administrative Code
Effective 11/12

Year : 2025	County : Broward
Principal Authority : City of Sunrise	Taxing Authority : City of Sunrise - Operating

SECTION I : COMPLETED BY PROPERTY APPRAISER

1.	Current year taxable value of real property for operating purposes	\$ 11,150,463,014	(1)
2.	Current year taxable value of personal property for operating purposes	\$ 433,741,624	(2)
3.	Current year taxable value of centrally assessed property for operating purposes	\$ 0	(3)
4.	Current year gross taxable value for operating purposes <i>(Line 1 plus Line 2 plus Line 3)</i>	\$ 11,584,204,638	(4)
5.	Current year net new taxable value (Add new construction, additions, rehabilitative improvements increasing assessed value by at least 100%, annexations, and tangible personal property value over 115% of the previous year's value. Subtract deletions.)	\$ -89,370	(5)
6.	Current year adjusted taxable value <i>(Line 4 minus Line 5)</i>	\$ 11,584,294,008	(6)
7.	Prior year FINAL gross taxable value from prior year applicable Form DR-403 series	\$ 10,803,698,351	(7)
8.	Does the taxing authority include tax increment financing areas? If yes, enter number of worksheets (DR-420TIF) attached. If none, enter 0	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	Number 0 (8)
9.	Does the taxing authority levy a voted debt service millage or a millage voted for 2 years or less under s. 9(b), Article VII, State Constitution? If yes, enter the number of DR-420DEBT, <i>Certification of Voted Debt Millage</i> forms attached. If none, enter 0	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	Number 1 (9)
SIGN HERE	<div style="display: flex; justify-content: space-between; border-bottom: 1px solid black; padding-bottom: 5px;"> <div style="width: 40%;"> Property Appraiser Certification </div> <div style="width: 60%;"> I certify the taxable values above are correct to the best of my knowledge. </div> </div> <div style="display: flex; justify-content: space-between; border-top: 1px solid black; padding-top: 5px;"> <div style="width: 65%;"> Signature of Property Appraiser: Electronically Certified by Property Appraiser </div> <div style="width: 30%;"> Date : 6/27/2025 3:10:01 PM </div> </div>		

SECTION II : COMPLETED BY TAXING AUTHORITY

If this portion of the form is not completed in FULL your taxing authority will be denied TRIM certification and possibly lose its millage levy privilege for the tax year. If any line is not applicable, enter -0-.			
10.	Prior year operating millage levy <i>(If prior year millage was adjusted then use adjusted millage from Form DR-422)</i>	6.0543 per \$1,000	(10)
11.	Prior year ad valorem proceeds <i>(Line 7 multiplied by Line 10, divided by 1,000)</i>	\$ 65,408,831	(11)
12.	Amount, if any, paid or applied in prior year as a consequence of an obligation measured by a dedicated increment value <i>(Sum of either Lines 6c or Line 7a for all DR-420TIF forms)</i>	\$ -0-	(12)
13.	Adjusted prior year ad valorem proceeds <i>(Line 11 minus Line 12)</i>	\$ 65,408,831	(13)
14.	Dedicated increment value, if any <i>(Sum of either Line 6b or Line 7e for all DR-420TIF forms)</i>	\$ -0-	(14)
15.	Adjusted current year taxable value <i>(Line 6 minus Line 14)</i>	\$ 11,584,294,008	(15)
16.	Current year rolled-back rate <i>(Line 13 divided by Line 15, multiplied by 1,000)</i>	5.6463 per \$1000	(16)
17.	Current year proposed operating millage rate	6.0543 per \$1000	(17)
18.	Total taxes to be levied at proposed millage rate <i>(Line 17 multiplied by Line 4, divided by 1,000)</i>	\$ 70,134,250	(18)

19.	TYPE of principal authority (check one)	<input type="checkbox"/> County	<input type="checkbox"/> Independent Special District	(19)
		<input checked="" type="checkbox"/> Municipality	<input type="checkbox"/> Water Management District	
20.	Applicable taxing authority (check one)	<input checked="" type="checkbox"/> Principal Authority	<input type="checkbox"/> Dependent Special District	(20)
		<input type="checkbox"/> MSTU	<input type="checkbox"/> Water Management District Basin	
21.	Is millage levied in more than one county? (check one)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	(21)


DEPENDENT SPECIAL DISTRICTS AND MSTUs



STOP HERE - SIGN AND SUBMIT

22.	Enter the total adjusted prior year ad valorem proceeds of the principal authority, all dependent special districts, and MSTUs levying a millage. (The sum of Line 13 from all DR-420 forms)	\$	65,408,831	(22)
23.	Current year aggregate rolled-back rate (Line 22 divided by Line 15, multiplied by 1,000)		5.6463 per \$1,000	(23)
24.	Current year aggregate rolled-back taxes (Line 4 multiplied by Line 23, divided by 1,000)	\$	65,407,895	(24)
25.	Enter total of all operating ad valorem taxes proposed to be levied by the principal taxing authority, all dependent districts, and MSTUs, if any. (The sum of Line 18 from all DR-420 forms)	\$	70,134,250	(25)
26.	Current year proposed aggregate millage rate (Line 25 divided by Line 4, multiplied by 1,000)		6.0543 per \$1,000	(26)
27.	Current year proposed rate as a percent change of rolled-back rate (Line 26 divided by Line 23, minus 1 , multiplied by 100)		7.23 %	(27)

First public budget hearing	Date : 9/10/2025	Time : 5:05 PM EST	Place : 10770 West Oakland Park Boulevard Sunrise 33351
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S I G N H E R E	Taxing Authority Certification		I certify the millages and rates are correct to the best of my knowledge. The millages comply with the provisions of s. 200.065 and the provisions of either s. 200.071 or s. 200.081, F.S.		
	Signature of Chief Administrative Officer : 			Date : 7/20/2025	
	Title :		Contact Name and Contact Title :		
	Mailing Address :		Physical Address :		
	City, State, Zip :		Phone Number :		Fax Number :



CERTIFICATION OF VOTED DEBT MILLAGE

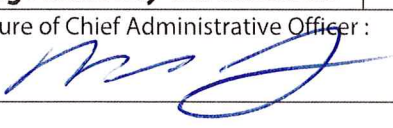
DR-420DEBT
R. 6/10
Rule 12D-16.002
Florida Administrative Code
Effective 11/12

Year : 2025	County : Broward
Principal Authority : City of Sunrise	Taxing Authority : General Obligation Bonds (Series 2015) - Debt
Levy Description : General Obligation Bonds (Series 2015) - Debt	

SECTION I: COMPLETED BY PROPERTY APPRAISER

1.	Current year taxable value of real property for operating purposes	\$	11,150,463,014	(1)
2.	Current year taxable value of personal property for operating purposes	\$	433,741,624	(2)
3.	Current year taxable value of centrally assessed property for operating purposes	\$	0	(3)
4.	Current year gross taxable value for operating purposes (Line 1 plus Line 2 plus Line 3)	\$	11,584,204,638	(4)
SIGN HERE	Property Appraiser Certification		I certify the taxable values above are correct to the best of my knowledge.	
	Signature of Property Appraiser : Electronically Certified by Property Appraiser		Date : 6/27/2025 3:10:01 PM	

SECTION II: COMPLETED BY TAXING AUTHORITY

5.	Current year proposed voted debt millage rate	0.3019 per \$1,000	(5)	
6.	Current year proposed millage voted for 2 years or less under s. 9(b) Article VII, State Constitution	per \$1,000	(6)	
SIGN HERE	Taxing Authority Certification		I certify the proposed millages and rates are correct to the best of my knowledge.	
	Signature of Chief Administrative Officer : 		Date : 7/20/2025	
	Title :	Contact Name and Contact Title :		
	Mailing Address :	Physical Address :		
	City, State, Zip :	Phone Number :	Fax Number :	

INSTRUCTIONS

Property appraisers must complete and sign Section I of this form with the DR-420, *Certification of Taxable Value*, and DR-420S, *Certification of School Taxable Value*, and provide it to all taxing authorities levying a

- Voted debt service millage levied under Section 12, Article VII of the State Constitution or
- Millage voted for two years or less under s. 9(b), Article VII of the State Constitution

Section I: Property Appraiser

Use a separate DR-420DEBT for each voted debt service millage that's levied by a taxing authority. The property appraiser should check the Yes box on Line 9 of DR-420, *Certification of Taxable Value*, or Line 8 of DR-420S, *Certification of School Taxable Value*. The property appraiser should provide the levy description and complete Section I, Lines 1 through 4 of this form, for each voted debt service millage levied.

Enter only taxable values that apply to the voted debt service millage indicated.

Sign, date, and forward the form to the taxing authority with the DR-420.

Section II: Taxing Authority

Each taxing authority levying a voted debt service millage requiring this form must provide the proposed voted debt millage rate on Line 5.

If a DR-420DEBT wasn't received for any

- Voted debt service millages or
- Millages voted for two years or less

contact the property appraiser as soon as possible and request a DR-420DEBT.

Sign, date, and return the form to your property appraiser with the DR-420 or DR-420S.

All TRIM forms for taxing authorities are available on our website at <http://floridarevenue.com/property/Pages/TRIM.aspx>





AGENDA ITEM REQUEST

Originating Department: Finance and Administrative Services

Item Title: Budget FY 2025/2026

Item Number: 5B

Meeting Date: 9/10/2025

City Reference Number (C#): C25212

Item Description:

Commission discussion and/or action re: First Reading of an Ordinance of the City of Sunrise, Florida, making appropriations for the General Fund, Water, Wastewater, Gas, Stormwater and other Enterprise Funds, and various other City Funds, for the Fiscal Year 2025/2026 based upon the estimate of revenues and requested appropriations as submitted by the City Manager; adopting a Personnel Summary for Fiscal Year 2025/2026; reducing the Economic Development Fund balance established by Resolution No. 11-122; providing for conflict; providing for severability; and providing an effective date. City Manager Mark Lubelski. Susan Nabors, Director of Finance and Administrative Services.

Funding:

N/A

Amount:

N/A

ATTACHMENTS:

ATY Ordinance - C25212
1st Public Hearing - Budget Presentation
Alternative Work Schedule - Pilot Program
Internship Program Report
Charitable Donations Requests

Background:

The Ordinance (First Reading) adopts the FY 2025/2026 Operating and the Capital Improvement Plan (CIP) Budget of the City.

Exhibit 1 is the Proposed Budget Document which can be found on the City's Website at the following link:

<https://www.sunrisefl.gov/departments-services/finance-administrative-services/budget-office/2025-2026-proposed-budget>

Also attached to the agenda item is a summary of the Alternative Work Schedule Pilot Program and a Report on the success of our Internship Program.

Department Head Recommendation:

Approval

Person With Additional Information:

Name: Kareyann Ashworth

Phone: 954-746-3220

Department Head Name and Title:

Susan Nabors, Director of Finance and Administrative Services

City Manager:

Authorized for agenda placement

SUNRISE, FLORIDA

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF SUNRISE, FLORIDA, MAKING APPROPRIATIONS FOR THE GENERAL FUND, WATER, WASTEWATER, GAS, STORMWATER AND OTHER ENTERPRISE FUNDS, AND VARIOUS OTHER CITY FUNDS FOR THE FISCAL YEAR 2025/2026 BASED UPON THE ESTIMATES OF REVENUES AND REQUESTED APPROPRIATIONS AS SUBMITTED BY THE CITY MANAGER; ADOPTING A PERSONNEL SUMMARY FOR FISCAL YEAR 2025/2026; REDUCING THE ECONOMIC DEVELOPMENT FUND BALANCE ESTABLISHED BY RESOLUTION NO. 11-122; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the estimates of revenues and requested appropriations for various City Funds for the fiscal year commencing on October 1, 2025, and ending September 30, 2026, have been prepared by the City Manager and submitted to the City Commission as required by the City Charter; and

WHEREAS, public hearings on the fiscal year 2025/2026 budget have been advertised and conducted pursuant to Section 200.065, Florida Statutes.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF SUNRISE, FLORIDA:

Section 1. Budget Adoption. The estimates of revenues and requested appropriations for the fiscal year 2025/2026 for all funds as set forth in the Annual Budget which is attached to and made a part of this Ordinance as Exhibit 1 are hereby adopted.

Section 2. Personnel Summary Adoption. The Personnel Summary for all funds, which is contained in Exhibit 1, is hereby adopted for the fiscal year 2025/2026. Changes in the Personnel Summary may be made pursuant to Section 10-1 of the City Code.

Section 3. Intern Hiring Procedure. The Director of Human Resources will have the authority to hire interns provided the funds are appropriated.

Section 4. Hiring of Additional Temporary Part-time Positions for Special Projects. The City Manager, or designee, will have the authority to hire up to three (3) temporary part-time employees in addition to the budgeted positions for special projects, as needed, provided the funds are appropriated.

Section 5. Authority to Underfill Positions. Notwithstanding Section 10-1 of the City Code, the City Manager, or designee, will have the authority to fill an authorized position with a position in a lower classification to provide flexibility for the recruitment of personnel, and the training required to bring an employee to the minimum requirements of the higher classification that is an authorized position.

Section 6. Budget Transfer Procedures. Section 5.05 of the City Charter authorizes the City Manager to transfer unencumbered appropriations within departments and funds. Transfers from one department to another and transfers from one fund to another shall be approved by City Commission. The City Manager may also create accounts needed for proper budgeting purposes, provided that the funds for that account are appropriated through budget transfers in accordance with Section 5.05 of the City's Charter and Section 6 of this Ordinance.

Section 7. Funding for Outstanding Encumbrances. Supplemental appropriations necessary to fund outstanding encumbrances remaining at the end of fiscal year 2024/2025 shall be made pursuant to Ordinance No. 533-X-B (1990), as amended.

Section 8. Rollover of Available Funds for Capital Improvement Projects and Capital Outlay. Except for encumbrances under Ordinance No. 533-X-B (1990), as amended, and appropriations for capital improvement project or capital outlay, every appropriation shall lapse at the close of the fiscal year to the extent that it has not been expended or encumbered. An appropriation for a capital improvement projects and/or capital outlay shall continue to roll over to the following fiscal year until the purpose for which it was made has been accomplished or abandoned.

Section 9. Economic Development Fund Balance. The Economic Development Fund Balance is estimated to be \$6,200,504 prior to October 1, 2025. Pursuant to Resolution No. 11-122-18-A, the fiscal year 2025/2026 Budget recognizes an appropriation of \$497,400 from the Economic Development Fund Balance for annual expenditures and reduces the estimated balance from \$6,200,504 to \$5,703,104.

Section 10. Conflict. All ordinances or parts of ordinances, all City Code sections or parts of City Code sections, and all resolutions or parts of resolutions in conflict with this Ordinance are hereby repealed to the extent of such conflict.

Section 11. Severability. Should any provision of this Ordinance be declared by a court of competent jurisdiction to be invalid, the same shall not affect the validity of the ordinance as a whole, or any part thereof, other than the part declared to be invalid.

Section 12. Effective Date. This Ordinance shall be effective October 1, 2025.

PASSED AND ADOPTED upon this first reading this _____ DAY
OF _____, 2025.

PASSED AND ADOPTED upon this second reading this _____ DAY
OF _____, 2025.

Mayor Michael J. Ryan

Authentication:

Felicia M. Bravo
City Clerk

FIRST READING

MOTION: _____
SECOND: _____

CLARKE: _____
GUZMAN: _____
KERCH: _____
SCUOTTO: _____
RYAN: _____

Approved by the City Attorney
as to Form and Legal Sufficiency

SECOND READING

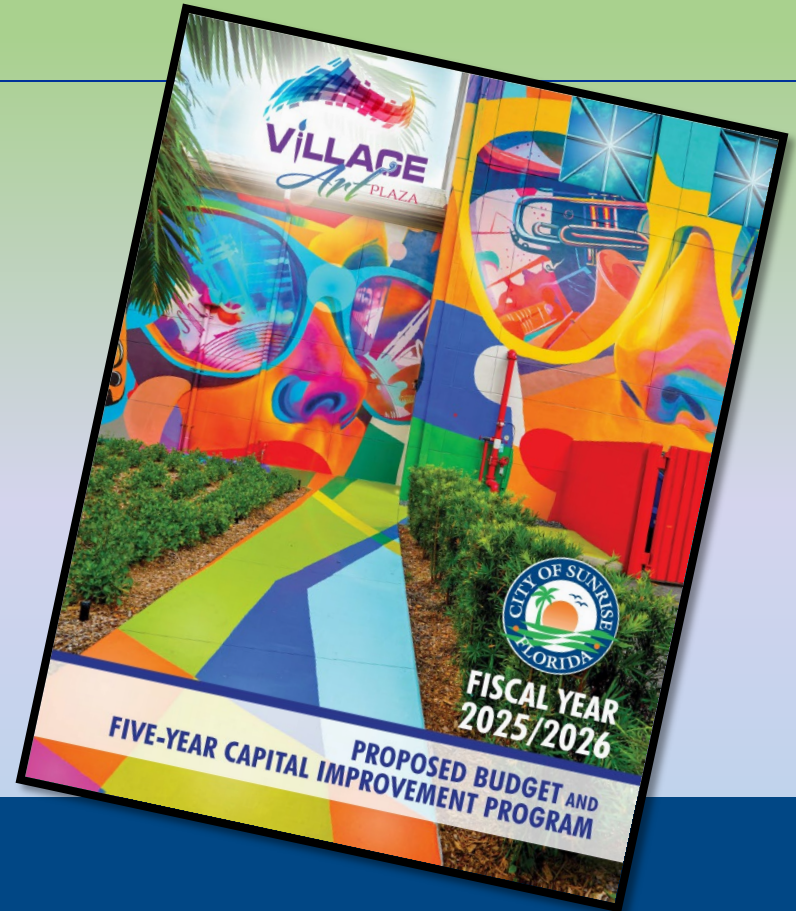
MOTION: _____
SECOND: _____

CLARKE: _____
GUZMAN: _____
KERCH: _____
SCUOTTO: _____
RYAN: _____

Thomas P. Moss

City of Sunrise FY 2025/2026 Proposed Budget

1st Public Hearing
September 10, 2025



FY 2025/2026 Budget Highlights

Total Budget (all funds) - \$596.1 million

- General Fund - \$186.8 million
- Water & Wastewater Operating - \$139.7 million
- Water & Wastewater Capital Improvement Projects - \$43.4 million
- Self-Insured Health - \$22.2 million
- Stormwater - \$19.2 million
- Sanitation - \$18.6 million
- Gas Operating - \$11.6 million
- IT & Communications - \$11.4 million
- Fleet Management - \$10.0 million
- Building - \$9.0 million
- Fuel and Roadway - \$4.8 million
- Springtree Golf Club - \$2.9 million



General Fund Summary

Proposed Millage Rate - 6.0543 Mills (17th Consecutive Year)

- 7.23% over roll-back rate of 5.6463 mills

Taxable Property Values Increased by 7.22%

- Includes new construction

Sunrise Residential Fire Assessment Fee - \$309.50

- Increase of \$30 for the Year
- Proposed Fire Assessment Fee covers 75% of allowable costs
- Current County Average is \$369.87
- We are currently the 5th lowest out of 27 cities, including unincorporated Broward County



General Fund Summary (Continued)

Structurally Balanced Budget for the 11th Consecutive Year

- No proposed use of General Fund fund balance

FY 2025/2026 General Fund Budget

- \$186.8 million Proposed Budget is only slightly higher than Current Budget of \$184.7 million

Personnel Costs = 72.7% of total budget

General Fund Position Changes

- Add 14 New Full-time Positions
- Add 1 New Part-time Position
- Convert 5 PT Positions to 3 FT Positions



Department Highlights

City Commission Office

- **Position Change**
 - Reclassify - Commission Administrative Aide to Administrative Services Manager

City Manager's Office

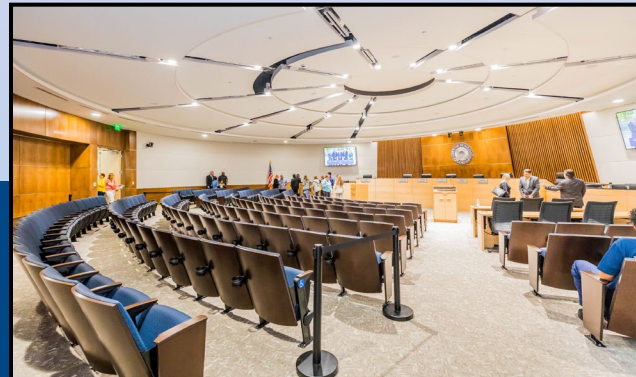
- **New Programs and Position Changes**
 - Small Business Education Summit
 - Business Spotlight Awards
 - Annual Teen Leadership Summit
 - New Position - Community Permit Support Manager
 - New Position - Communications Specialist
 - Convert PT Graphic Designer to FT position
 - Retitle - Admin Officer II to Admin Services Manager
 - Continuation of Intern Program

City Clerk's Office

- **New Programs**
 - Software - Streamline Public Records Requests
 - Duplication of Historical Documents

City Attorney's Office

- **Position Changes**
 - Reclassify - Deputy City Attorney
 - Reclassify - Assistant City Attorneys



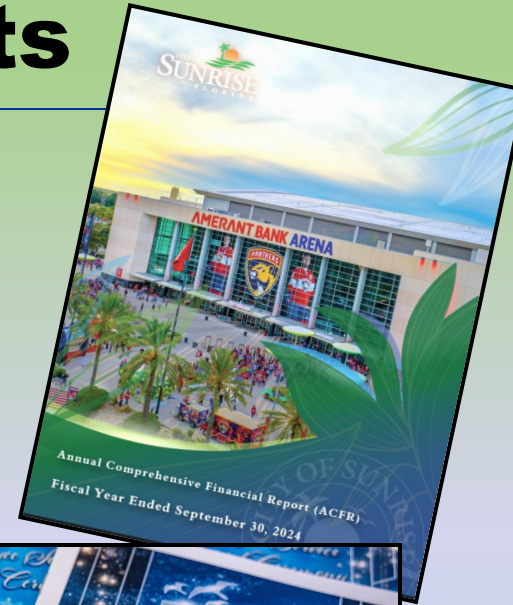
Department Highlights

Finance and Administrative Services Department

- **New Program and Position Change**
 - Contract Management Software
 - New Position - Intern

Human Resources Department

- **New Program and Position Changes**
 - Convert - 1 HR Manager to 2 HR Generalist Positions
 - Retitle - HR Coordinator to HR Generalist
 - Continuation of Intern Program



Department Highlights

Human Resources Department

- **Alternative Work Schedule - Pilot Program**

- Compressed Work Schedule to 9-days in a Pay Period
- Alternating Fridays Off
- Optional for Employees
- Expanded City Hall Hours
 - Monday through Thursday from 8 am to 5 pm
- Enhance Employee Wellness and Morale
- Excellent for Recruitment and Retention of Employees
- Less Commuting To and From Work and Less Gas Usage
- 15 out of 31 Broward Cities Have an Alternate Work Schedule

The screenshot shows the 'Schedules' application interface. At the top, there is a navigation bar with 'Schedules' and 'GJX' tabs. Below the navigation bar is a toolbar with icons for 'Calendar', 'Visibility Filter', 'Select all', 'Guest view', 'Sorting', 'Tools', and 'Engines'. The main area displays a weekly shift schedule for the week of 8/25-8/31. The columns represent days: Mon 9/01, Tue 9/02, Wed 9/03, Thu 9/04, and Fri 9/05. Each cell in the grid lists shifts such as 7:00AM-3:00PM, 6:30AM-2:30PM, 2:30PM-10:30PM, 9:00AM-5:00PM, and 8:30AM-4:30PM. Some cells are marked as 'EXFLOATING HOLIDAY [8.0]' or 'ANNUAL LEAVE [8.0]'.



Department Highlights

Police Department

• Position Changes

- New Position - Crime Scene Supervisor (Civilian)
- Retitle - ID Technician to Crime Scene Investigator
- Convert - 2 PT Public Service Aides to 1 FT Public Service Aide
- Reclassify - Administrative Assistant I to Administrative Assistant II
- Reclassify - Technical Support Analyst I to Systems Administrator I
- Reclassify - Public Service Aide to Accounting Technician
- Reclassify - Asst to Chief of Police to SR Asst to Chief of Police
- Reclassify - Administrative Asst II to Asst to Deputy Chief of Police

• Replacement Capital Outlay

- 24 Radios
- Canine
- Message Board
- 5 Emergency Lighting Packages

• New Capital Outlay

- Sprinter Van (SWAT)
- Rolling Shield (SWAT)



Department Highlights

Fire Rescue Department

• New Programs and Position Changes

- New Positions - 3 Firefighter/Paramedics
- New Position - Fire Inspector
- Reclassify - Fire Captain to Battalion Chief
- Refurbish Fire Engine - Public Education & Community Engagement
- Fire Apparatus Routers
- Continuation of Intern Program

• Replacement Capital Outlay

- 2 Smart TVs
- 10 Drysuits
- 9 Rope Harnesses
- 6 Training Manikins
- Fire Extinguisher Training Prop
- Electric Hydraulic Vehicle Extrication Kit

• New Capital Outlay

- Multibeam Sonar Device
- Kits for Chest Tube Training
- Forcible Entry Door System



Department Highlights

Community Development Department

- **New Programs and Position Changes**

- Plan Review Software
- Expedited Engineering Plan Review
- Reclassify - Administrative Officer I to Administrative Officer II
- Continuation of Intern Program



Department Highlights

Leisure Services Department

• New Programs

- Park Shade Improvements
- Renovation of Civic Center Restrooms
- Village Beach Club Pool Pump Room Renovation
- Oak Hammock Boardwalk Structural Repairs
- Flamingo Park Parking Lot Improvements
- Host Site for Vietnam Veterans Memorial Wall
- Enhanced Holiday Decorations
- Caribbean American Heritage Festival
- Enhanced July 4th Event - To Honor 250th Anniversary
- Tunes 'N Trucks Expansion
- Outdoor Basketball Tournament

• New Capital Outlay

- Floor Scrubber
- Village Art Plaza Outdoor Furniture

• Replacement Capital Outlay

- 2 Utility Vehicles
- Exercise Bikes and Equipment
- 2 Exterior Doors at various facilities
- 2 Roll-Up Garage Doors at Sunrise Athletic Complex

• Position Changes

- 5 New Positions - Village Center
- 1 New Position - Recreation Attendant
- 1 New Position - PT Administrative Support III
- Conversion - 2 PT Recreation Specialist to 1 FT



IT STARTS IN
PARKS

HEALTH • COMMUNITY • ECONOMY • ENVIRONMENT



Springtree Golf Club Fund Highlights

Total Operating Budget - \$2.9 million

- **New Funding**

- Painting Golf Facilities, including Clubhouse
- Clubhouse Flooring Replacement, including Restaurant

- **Replacement Capital Outlay**

- Irrigation Pump Station
- Fairway Mower
- Ice Machine
- Tractor



Department Highlights

Utilities Department

Public Works/Facilities Maintenance

• New Programs

- Public Safety Fountain Repurposing
- City Hall Historical Museum
- ADA Facilities Enhancements
- Remodel Office Space - 4th Floor Fire Rescue

• Replacement Capital Outlay

- Fire Station 83 Roof
- Switchgear Panel
- Irrigation Pump at Oscar Wind Park

Non-Departmental

• Programs

- Continued Funding for Public Art Program
- Continuation of On-Demand Transportation Services



Other Fund Highlights

Fuel and Roadway Fund - Total Operating Budget - \$4.8 Million

- **New Programs**
 - Bus Shelter Maintenance Program
 - North New River Circle Median Opening for Emergency Access
 - Continuation of the Neighborhood Traffic Calming Program
- **New Capital Outlay**
 - Skid Steer
 - Arrow Board



Other Fund Highlights

Police Confiscation Fund - Total Operating Budget \$822,870

- **New Program**
 - Police Software Solution
- **New Capital Outlay**
 - Glock Pistol Package for Police Officers
 - Laser Engraving Machine
 - 2 - 3D Printers



Building Fund Highlights

Building Division - Total Operating Budget - \$9.0 million

- Automatic CPI for Single Discipline Fees
- Proposed Fee Adjustment for Percentage Based Permits
- No General Fund Subsidy for 2026
- **New Program and Position Changes**
 - Plan Review Software
 - 2 New Positions - Permit Service Specialist
 - 2 New Positions - PT Building Inspectors
- **Capital Outlay**
 - Computer Replacements



Water and Wastewater Fund Highlights

Utilities Department - Total Operating Budget - \$139.7 million

• New Programs

- Springtree Lagoon Access and Drainage Improvements
- Sawgrass WTP Clean in Place System Piping Replacement Phase II
- Sawgrass WTP Arena Wellfield Well Rehab and Investigation
- Sawgrass WTP Laboratory Room Improvements
- Sawgrass WWTP Control Room Improvements

• Position Changes

- New Position - Utility Operator
- Reclassify - Administrative Assistant II to Administrative Assistant III
- Reclassify - Utility Billing Supervisor
- Reclassify - Utility Systems Supp Analyst to Applications Support Analyst I
- Continuation of Intern Program



Water and Wastewater Fund Highlights

- **New Capital Outlay**

- Lime Slurry Pump
- Road Crossing Pipes
- Hydro Excavation Truck

- **Replacement Capital Outlay**

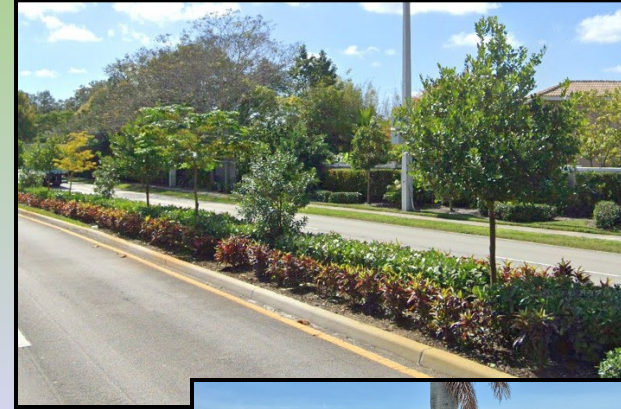
- Fuel Tank
- Actuators
- Grinder Cartridge
- Gravity Belt Thickener
- Generator Tank Control Panels
- Roof at Sawgrass WWTP Buildings 12 and 14
- Transfer Pump at Springtree WTP
- Clarifier Gates at Springtree WTP



Capital Improvement Project Highlights

General Capital Projects Fund

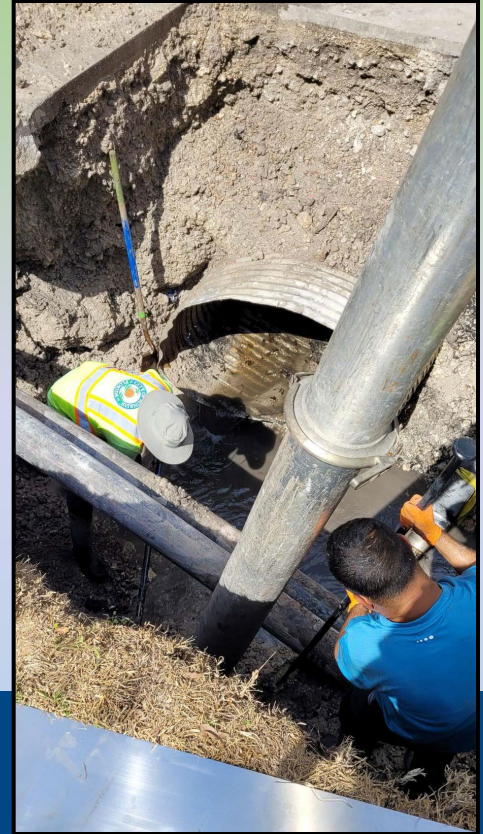
- Civic Center Improvements - \$650,000
- Oscar Wind Park Expansion - \$10,500,000
- Hardscape Improvements - Library Square - \$75,000
- Commercial Blvd Landscape and Irrigation - \$100,000
- Municipal Campus Parking Lot Expansion - \$1,550,000
- Construction Build Out - Library Square Units 8 & 9 - \$275,000
- Median Modifications - Sunset Strip at University Drive - \$325,000
- Streetscape Improvements - Sunrise Blvd & NW 136th Ave. - \$1,100,000
- Bulk Trash Collection Enhancements - NW 60th Terr./NW 60th Ave. - \$1,100,000



Capital Improvement Project Highlights

Other Funds Capital Improvement Projects

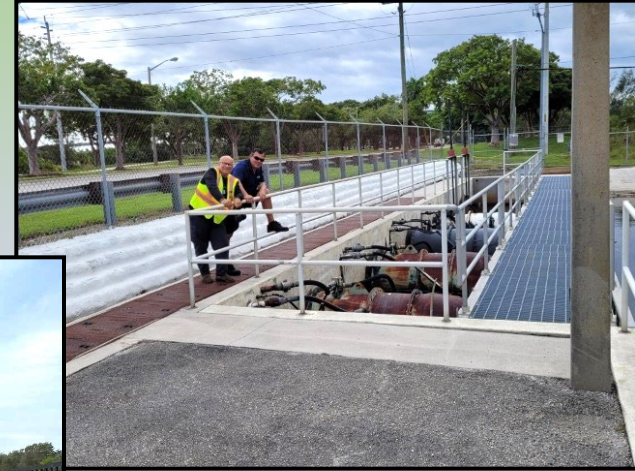
- Stormwater Pump Station #5 - \$2,500,000
- Basin Improvements - Lift Station #127 - \$4,275,000
- Drainage Improvements - Basin #15 - \$6,000,000
- Drainage Improvements - NW 50th Street - \$3,000,000
- Drainage Improvements Design - Basin #4 South Area - \$100,000
- WW System Rehab-Lateral and Manhole Improvements - \$1,000,000
- Odor Control Improvements - Sawgrass WWTP Biosolids - \$4,650,710
- Springtree Water Treatment Plant Improvements - Phase II - \$5,500,000
- Clarifier Mechanism Replacement - Sawgrass WWTP Train A - \$8,000,000
- Deep Injection Well - Southwest Wastewater Treatment Plant - \$6,949,510
- Mixing & Aeration Improvements - Springtree WWTP Holding Tank - \$4,550,000
- Gas Main & Service Replacement - East Sunrise - \$660,770



Stormwater Fund Highlights

Stormwater Division - Total Operating Budget - \$19.2 million

- **New Program and Position Change**
 - Expansion of the Clean Team Program
 - Reclassify - Work Control Clerk to Maintenance Planner
- **New Capital Outlay**
 - Aerial Lift
- **Replacement Capital Outlay**
 - Backhoe
 - Boat, Trailer, Spray Rig
 - Arrow Board
 - 2 Replacement Vehicles
 - Grapple Truck
 - Crane Truck with Liftgate



Gas Operating Fund Highlights

Gas Division - Total Operating Budget - \$11.6 million

- **New Capital Outlay**
 - Coiled Pipe Trailer
 - Methane Leak Detector
 - GPS Unit
 - 4 iPad Tablets
- **Replacement Capital Outlay**
 - Rugged Laptop
 - 2 Combustible Gas Indicators
 - 1 Special Operations Vehicle



Fleet Management Fund Highlights

Fleet Management Division - Total Operating Budget - \$10.0 million

- **Replacement Vehicles**

- 27 Police Vehicles
 - Includes Marked and Unmarked Vehicles
- 4 Fire Rescue Vehicles
 - Includes 1 Fire Rescue Unit and 1 Ladder Truck
- 3 Leisure Services Trucks



IT & Communications Fund Highlights

IT Department - Total Operating Budget - \$11.4 million

- **New Programs and Position Changes**
 - Network Segmentation Enhancements
 - Disaster Recovery Site
 - Print Management Software
 - Continuation of Intern Program
- **Replacement Capital Outlay**
 - Citywide Computer Replacements



Self-Insured Health Fund Highlights

Self-Insured Health Fund - Total Operating Budget - \$22.2 million

- City and Employees Benefitted from 7 Consecutive Years of No Premium Increases
 - Actuary has Recommended a 13% Increase to Premiums
 - Recommending to Use the Self-Insured Health Fund Surplus Reserves to Offset Half (6.5%) of the Recommended Increase
 - Employees and City Will Have a 6.5% Increase in Premiums for 2026
 - Employees Electing Single Coverage Remain \$0 Cost
- **New Program and Position Change**
 - Employee Preventative Screening Wellness Initiative
 - Supports Employees Through One-Time Wellness Screening for Body
 - New Position - Employee Benefits and Wellness Administrator



Long-Term Fiscal Strategy

We are committed to:

- Long-term budget sustainability and financial planning
- Developing structurally balanced budgets: Recurring revenue sources must be sufficient to cover recurring expenditures and capital requirements
- Controlling costs through technology, productivity enhancement, vigilance, analysis, and benchmarking
- Promoting transparency, collaboration, customer service, accountability, and sound use of public resources

Special Thanks

Thank you to the City Commission for your continuous engagement and input into this document. While the City Commission understands that preparing the Budget is a year-round process, it is equally important to understand that the City Commission provides staff with the priorities and concerns that drive the development of the Budget throughout the year.

Q&A

Decision Point - Donation Funding Requests

Donation Funding Requests Total - \$445,307

Applications Received

- Areawide Council on Aging - \$83,702 (\$50,000)
- Autism Speaks - \$10,000 (\$10,000)
- Early Learning Coalition - \$66,855 (\$60,000)
- Farm Share - \$50,000 (No Prior Funding)
- Feeding South Florida - \$50,000 (No Prior Funding)
- 40+ Double Dutch Club - \$4,000 (\$4,000)
- Goodman Family Services - \$10,000 (\$5,000)
- Heartsflow - \$60,000 (No Prior Funding)
- JAFCO Adoption & Family Care - \$10,000 (\$10,000)
- JAFCO Children's Ability Center - \$10,000 (\$10,000)
- National Scholastic Chess Foundation - \$35,000 (\$35,000)
- Special Olympics Florida, Inc. - \$20,000 (\$13,900)
- The Dan Marino Foundation, Inc. - \$10,000 (No Prior Funding)
- Sunrise Chamber of Commerce - \$9,750 (\$9,750)
- Voices for Children - \$6,000 (\$5,000)
- Youth Empowerment Village, Inc. - \$10,000 (No Prior Funding)

Total Budget Allocated - \$238,840



Employee Alternative Work Schedule Pilot Program

I. Overview

To support employee well-being, increase productivity, strengthen retention, and remain competitive with evolving public sector workforce trends, an Alternative Work Schedule Pilot Program is recommended. This initiative introduces an option for employees to choose to work their typical 10 days in a two-week pay period or they can extend their workday slightly to only work 9 days in a two-week period. This practice to compress schedules to allow employees to work fewer days is very common among employers and the Sunrise Police Department already has some general employees working four 10-hour workdays per week. Most Police and Fire Rescue Department employees already work an alternate schedule, so those employees are excluded from this Pilot Program.

The Alternative Work Schedule will allow City Hall to be open an extra hour Monday through Thursday of each week. City Hall will remain open for 8 hours on Friday and employees will work alternating Fridays to ensure sufficient customer service coverage each week.

Our survey of other Broward cities revealed that 15 have alternative schedules and 10 neighboring cities are only open four days per week with City Hall closed every Friday.

II. Alternative Work Schedule Model

The City of Sunrise generously provides employees with a paid lunch break every regular workday. With the paid lunch break, under the proposed 9-day model, employees would work 71 hours per pay period and they would receive 9 paid lunch breaks to equal 80 hours in a pay period. This schedule provides employees with alternate Fridays off while preserving full-time hours, pay, and benefits. Employees working the 9-day pay period will alternate Friday's off with their coworkers on A/B schedules to ensure customer service coverage on all Fridays.

The proposed 9-day/80-hour pay period schedule structure consists of the following:

- **Week 1:** Four 9-hour days (Monday - Thursday) and one 8-hour day (Friday), with 5 paid lunch breaks = **44 hours**
- **Week 2:** Four 9-hour days (Monday - Thursday), with 4 paid lunch breaks = **36 hours**. Employees would be off on Friday.

III. Benefits of the Alternative Work Schedule

- **Recruitment and Retention:** Improves appeal to job seekers and strengthens retention of high-performing employees through job satisfaction
- **Morale and Engagement:** Empowers employees to better manage work and life responsibilities resulting in enhanced employee morale and engagement
- **Reduced Absenteeism:** Supports employee mental wellness and minimizes unplanned time off
- **Greater Flexibility for Employees:** Allows for an extra day off for medical and/or personal appointments
- **Service Enhancement for Residents:** Increases public access to City Hall through extended weekday hours, Monday through Thursday
- **Employee Benefits Modernization:** Aligns the City with the current best practices in local governments for work week schedules
- **Reduced Employee Time and Cost:** Less commuting to and from work and gas savings for employees
- **Optional Schedule for Employees:** Employees can opt-out of the Alternate Work Schedule if they prefer to maintain their current work schedule. This will be managed by supervisors to ensure operational coverage

IV. Implementation Elements

Stakeholder Engagement

- Consult with Unions to ensure contractual compliance with collective bargaining agreements and obtain feedback
- Analyze impact on operations and overtime and identify potential savings
- Engage with employees and gather feedback to educate, answer questions, gauge readiness, and ensure operational alignment

Systems Configuration and Integration

- Collaboration between IT, HR, Payroll, and Kronos' technical support partners related to:
 - Updating of Pay Rules and Work Rules in the UKG Timekeeping System
 - Managing Accruals and Time Off
 - Scheduling of Employees on A or B Shift
 - Employee Self Service / User Experience
 - Reporting and Labor Compliance Rules
 - Integrating the new work schedules into Tyler Munis

Departmental Coordination

- Work closely with departments to establish schedules to ensure full coverage for operations. The 9-day work schedule may not work for all employees or workgroups, depending on operational needs.

Service Continuity

- Extended weekday hours will improve access to City services for customers
- No reduction in service to residents or businesses
- Departments will stagger schedules to ensure coverage during business hours

Communication Roll-Out Plan

Our communications plan will include employee messaging and departmental meetings to discuss the Pilot Program. The meetings will help to clarify work schedule changes, confirm individual work schedule assignments, address nuances, and resolve any issues.

External communications will include signage, social media posts, Sunrise Source, communications to vendors, emails to neighborhood associations, utility bill inserts, and information included in the Horizons quarterly magazine to announce the launch of extended hours for City services, which is expected in the first quarter of 2026.

Evaluation and Success Measures

Pilot Program outcomes will be evaluated based on:

- Stakeholder feedback
- Operational performance and service-level metrics
- Community satisfaction indicators

V. Alternative Work Schedule - Survey of Other Broward Cities

A comprehensive survey of 27 neighboring municipalities revealed that 15 cities have already adopted alternative work schedules in a successful manner.

The following 12 cities reported that they do not have any form of alternative schedule and similar to Sunrise, their employees follow a typical 5-day a week work schedule:

Cooper City	Lauderdale Lakes	Parkland
Deerfield Beach	Lighthouse Point	Pembroke Park
Hillsboro Beach	Margate	Plantation
Lauderdale by-the-Sea	Oakland Park	West Park

No information was available for Lazy Lake or Sea Ranch Lakes. Fort Lauderdale is considering alternative work schedules; however, their Parks and Recreation Department already offers a 4-day workweek. The City of Tamarac has been on the 9-day schedule since 2007; however, Tamarac City Management recently expressed the desire to change to a 4 day/10-hour workweek, with City Hall closed on Fridays. It's important to note that Police, Fire, Code Enforcement, Social Services, and Parks and Recreation operations continue to operate without interruption. The survey results for cities that adopted an alternative work schedule are included on the next two pages:

Survey of Broward Cities Employee Alternative Work Schedules

Municipality	Population	Hours of Operation
Coconut Creek <i>Implemented 2005</i>	57,348	Monday - Thursday 7:00 am - 6:00 pm Closed on Friday <i>Unpaid lunch</i>
Coral Springs	133,369	Monday - Thursday 8:00 am - 5:30 pm Every Friday 8:00 am to 3:00 pm <i>Unpaid lunch</i>
Dania Beach	31,658	Monday - Friday 8:30 am - 5:00 pm On Friday, some City Hall employees work from home
Davie <i>Implemented 2023</i>	106,513	Monday - Thursday 7:30 am - 5:30 pm Closed on Friday
Hallandale Beach	41,202	Monday - Thursday 7:30 am - 6:00 pm Closed on Friday
Hollywood <i>Implemented 2016</i>	152,650	Monday - Thursday 7:00 am - 6:00 pm Closed on Friday <i>Unpaid lunch</i>
Lauderhill <i>Implemented 2009</i>	73,633	Monday - Thursday 7:30 am - 6:00 am Closed on Friday
Miramar <i>Implemented 2009</i>	137,228	Monday - Thursday 7:00 am - 6:00 pm Closed on Friday <i>Unpaid lunch</i>
North Lauderdale	44,541	Monday - Thursday 7:00 am - 6:00 pm Closed on Friday <i>Unpaid lunch</i>

Municipality	Population	Hours of Operation
Pembroke Pines <i>Implemented 2008</i>	169,876	Monday - Thursday 7:00 am - 6:00 pm Closed on Friday <i>Unpaid lunch</i>
Pompano Beach	112,302	Monday - Thursday 7:00 am - 6:00 pm Closed on Friday <i>Unpaid lunch</i>
Southwest Ranches	7,827	Monday - Thursday 8:00 am - 5:30 pm Every other Friday 8:00 am - 4:00 pm/Off
Tamarac <i>Implemented 2007</i>	71,912	Monday - Thursday 8:00 am - 5:30 pm Every other Friday 8:00 am - 5:00 pm/Off
Weston	67,677	Monday - Thursday 8:00 am - 5:30 pm Every Friday 8:00 am - 3:00 pm <i>Unpaid lunch</i>
Wilton Manors <i>Implemented 2009</i>	11,342	Monday - Thursday 7:00 am - 6:00 pm Closed on Friday <i>Unpaid lunch</i>

Survey Reported Information

The survey revealed several key areas of focus to consider during implementation of the Pilot Program including:

- Schedules for field employees, especially for maintaining extended or evening service hours or supporting field operations, will require additional review
- Operational hurdles when changing schedules requires adjustment to staffing patterns, workflows, and public-facing service coordination
- Updating electronic timekeeping systems to reflect new work schedules, including the recalibration of accruals, overtime, and holiday calculations
- Ensuring sufficient coverage on Fridays as employees will be on alternating schedules

Several cities used part-time employees to support new scheduling models. They played a role in bridging shift transitions, ensuring coverage during critical times, and enabling

departments to successfully stagger schedules without service disruption. While we do not believe that we will require the assistance of part-time employees in Sunrise, we will evaluate the efficacy of the Pilot Program on a continuous basis to ensure adequate resources to support our commitment to full coverage and outstanding customer service.

None of the cities indicated any significant disruptions to city services due to the alternative schedules. The availability of more services online and extended service hours has provided residents with additional convenience and access to their desired city services.

Cost Impacts

None of the cities reported any significant cost increases or fiscal impacts other than assistance with updating timekeeping technology and the hiring of part-time employees where needed. Cities reported decreased operational costs and increased energy and fuel savings for those who close on Friday, along with reduced sick time usage, decreased absenteeism, and savings from reduced employee overtime.

Employee Satisfaction

Several municipalities reported increases in employee morale and satisfaction as a result of adopting alternative work schedules. Many agencies also noted that fewer workdays contributed to improved productivity, stronger engagement, and enhanced work-life balance for employees. Notably, cities reported that the compressed work schedule has become a valuable recruitment and retention tool, with new hires often identifying the schedule as a key factor in choosing to join or remain with their organization.

VI. Summary

The Human Resources Department will continue to analyze trends and share additional findings as they emerge. Embracing an alternative work schedule would position the City of Sunrise as a forward-thinking, employee-centered organization, aligned with modern workforce expectations. Prioritizing flexibility and department-level customization, while maintaining service excellence, is a thoughtful and strategic step toward shaping the future of work in municipal government.



City of Sunrise Internship Program Report

I. Overview

The City of Sunrise Internship Program continues to provide meaningful career-building experiences for college students and recent graduates. Interns are immersed in a variety of City departments, where they take on real projects and responsibilities that strengthen both their technical abilities and interpersonal skills. By working alongside seasoned professionals, interns gain practical exposure to the inner workings of local government and the diverse opportunities available in public service.

The program connects classroom learning with hands-on application, encouraging interns to contribute to research, community engagement initiatives, and sustainability projects. Participants benefit from direct mentorship, guidance, and opportunities to grow their leadership, communication, and problem-solving skills while learning about ethical standards in public administration.

Many former interns have commended the program for equipping them with valuable work experience and professional connections, helping launch careers in municipal government and beyond. Each year, the City remains committed to developing emerging talent and expanding pathways for future public service leaders.

II. Departmental Internship Programs

During FY 2024/2025, the City of Sunrise's Internship Program supported a variety of departments, each playing an active role in the success of this program. The Human Resources Department oversees this citywide initiative and partners closely with all departments to provide meaningful opportunities that help develop the next generation of public service professionals.

The sections that follow highlight several unique contributions and the valuable learning experiences gained by our interns, underscoring the program's impact on both the organization and our community.

- **City Manager's Office Internship**

This internship offers participants the chance to collaborate directly with City leadership and gain firsthand experience in the day-to-day operations of local government. It builds on their Public Administration studies while expanding their exposure to related areas such as economic development, marketing, and employee and community engagement.

- **Human Resources Department Internship**

The City's Human Resources Internship provides meaningful, hands-on experience in key areas such as compensation and classification, recruitment, employee and labor relations, and organizational development. Interns actively contribute by performing critical administrative support, conducting research to inform pay and position structures, and assisting with recruitment efforts through job fairs and outreach events. This internship not only helps the department meet ongoing operational needs but also cultivates a pipeline of skilled candidates for future HR roles within the City. Continued investment in this program strengthens our ability to attract, develop, and retain talented professionals committed to public service. Three former interns have been hired into regular positions within the City.

- **Information Technology (IT) Department Internship**

The IT Department continues to run one of the City's most sought-after internship opportunities, selecting top candidates from a competitive applicant pool. Interns play a vital role in providing technical assistance and front-line customer support, handling help-desk operations, logging work orders, testing equipment, and troubleshooting hardware issues. They also help develop knowledge base resources and gain hands-on exposure to key areas such as cybersecurity and network infrastructure, expanding their practical skills. Two former interns have been hired by the City into entry-level IT positions, helping to build a strong internal talent pipeline for future growth.

- **Utilities Department Internship**

Interns in the Utilities Department gain valuable year-round experience across several divisions within one of the City's largest departments. This internship offers practical exposure to the daily operations and regulatory responsibilities of managing a major municipal water utility. Participants develop knowledge in compliance reporting, regulatory calculations, plant operations, sampling and testing, budgeting, cost estimating, and preparing technical drawings and specifications. Interns actively support the department by handling administrative tasks, completing regulatory forms and submittals, assisting with engineering plan and field reviews, and working on special projects such as CAD drawings, shop drawing reviews, and technical calculations. In addition to technical training, interns help advance the City's Utilities Policy & Action Plan by engaging and educating residents on critical water initiatives. One former intern has been hired into a regular position within the City and has since been promoted.

- **Sustainability Internship**

This professional internship supports the City's Sustainability Officer within the Utilities Department and offers a unique opportunity for hands-on involvement in the City's cross-departmental sustainability initiatives. Interns assist with key municipal planning functions, conduct research, and help develop strategies to make City operations, projects, and programs more sustainable and efficient. In addition to internal planning, interns play an active role in expanding community engagement by helping design

and implement outreach efforts that connect residents, schools, and local businesses to the City's sustainability goals. Investing in this internship strengthens the City's capacity to advance its sustainability priorities while cultivating future professionals dedicated to environmental stewardship and community partnership.

- **Fire Rescue Department Internships**

The Fire Rescue internship provides interactive, hands-on learning experiences for individuals interested in careers in fire-rescue, emergency management, fire prevention, community risk reduction, and public education. Interns support the department through a range of administrative and operational activities, including research, data collection, public outreach, recruitment initiatives, and community paramedicine efforts. This experience offers interns meaningful exposure to the daily functions and responsibilities of the City's Fire Rescue operations. Together with the Fire Explorer youth program, this internship demonstrates the City's strong commitment to attracting, developing, and preparing the next generation of first responders to serve our community. One former intern has been hired into a regular position within the Fire Rescue Department.

III. Internship Program Statistics (2014 – Present)

The City has maintained records of intern utilization since 2014. Historical data reflects the following:

- **Intern Utilization Citywide:** Since 2022, the City has employed an average of six interns per year across multiple departments.
- **Education Levels:** Interns have represented a wide range of educational attainment, from undergraduate students to graduate-level candidates.
- **Program Outcomes:** Outcomes include full-time employment within the City, continued studies in public administration and related fields, and expanded professional readiness for careers in public service and in the private sector.
- **Departmental Distribution:** Most City departments have hosted interns, with Human Resources, IT, Utilities, and Fire Rescue among the most consistent participants.

To ensure oversight and control, departments may request intern positions only through the annual budget process. All requests are reviewed by the Human Resources Department, require City Manager approval, and must be approved by the City Commission before implementation.

For **FY 2025/2026**, 13 temporary part-time intern positions have been advanced to the Commission for consideration as part of the Proposed Budget, consistent with the number approved last fiscal year.

IV. Conclusion

The City of Sunrise Internship Program is a meaningful workforce development initiative that equips students and recent graduates with practical skills and real-world experience in public administration and other key municipal functions. In FY 2024/2025 alone, interns contributed over 5,235 hours of service supporting City operations. Notably, nine former interns were hired into regular positions with the City of Sunrise and six are still employed and are thriving in their roles, demonstrating the program's success in developing future talent for careers in public service and municipal management.

- Maximo Bravo, Engineer II, Utilities Department
- Joseph Martarello, Budget Analyst, Finance & Administrative Services Department
- Sarahlee Morgan, Tech Support Analyst I, IT Department
- Isabella Montiel, Tech Support Analyst I, IT Department
- Sydney Mohammed, PT Public Service Aide, Police Department
- Morganne Marshall, Firefighter, Fire Rescue Department

These outcomes reflect the program's impact in strengthening the City's talent pipeline while providing valuable hands-on learning opportunities.

The table below provides key information for the City of Sunrise Intern Program for the last 12 years, along with the departmental requests for the upcoming fiscal year.

Total Internship Program Utilization by Department FY 2014 to FY 2026														
Department/Division	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025 Budgeted	FY 2025 Actual	FY 2026 Requested
City Manager's Office	-	-	-	-	-	-	-	-	-	1	1	1	1	1
Community Development - Planning & Engineering	-	-	-	-	-	1	-	-	-	-	-	1	1	1
Finance and Administrative Services - Accounting	-	-	-	-	-	-	1	-	-	-	-	-	-	1
Fire Rescue	1	1	-	-	-	-	-	-	-	1	-	2	-	2
Human Resources	-	-	-	-	1	1	1	2	-	2	2	2	2	2
Information Technology	-	-	-	1	1	1	1	-	1	2	-	2	1	2
Leisure Services	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Police	-	-	-	-	-	-	-	-	-	-	-	1	-	-
Utilities - Administration	-	1	1	-	1	-	1	-	1	1	1	1	1	1
Utilities - Plant Operations	1	1	1	-	-	-	-	-	1	-	1	1	-	1
Utilities - Field Operations	1	-	1	-	-	-	-	-	1	-	-	1	1	1
Utilities - Engineering	2	-	1	-	1	-	-	-	-	-	1	1	1	1
Total	5	3	4	1	4	3	4	2	4	7	6	13	8	13

FY 2025/2026 DONATION APPLICATIONS

SUMMARY OF REQUESTS

The following charitable organizations have requested funding from the City of Sunrise for FY 2025/2026:

Organization Name	Nonprofit Status	Funding Purpose/Justification	FY 2024/2025 Award	FY 2025/2026 Request	FY 2025/2026 Commission Discussion
Miscellaneous Donations Account	N/A	Funding based on Ordinance 452-20-A, approved by the City Commission on June 23, 2020. The availability of funding for FY 2025/2026 is .14% of the FY 2024/2025 Adopted General Fund Expenditure Budget.	N/A	N/A	\$238,840
Areawide Council on Aging of Broward County, Inc.	501(c)(3)	**Match for Federal Older Americans Act and State Community Care for the Elderly Services** The Areawide Council on Aging of Broward County, Inc. exists to improve the quality of life for all seniors living in Broward County. The funds requested will be used to address the needs of elders both independent and frail to remain in their homes receiving services and avoid costly premature institutionalization. In 2024, ADRC provided 942 Sunrise residents with services related to adult day care, in-facility and in-home respite, meals, information, referrals, home improvements, personal care, legal assistance, etc.	\$50,000	\$83,702	
Autism Speaks LLC	501(c)(3)	Autism Speaks is dedicated to promoting solutions, across the spectrum and throughout the life span, for the needs of individuals with autism and their families. Funding would increase understanding and acceptance of people with autism by supporting the Broward County Autism Speaks 5K.	\$10,000	\$10,000	
Early Learning Coalition of Broward County, Inc.	501(c)(3)	**Match for the School Readiness Match Program** The ELC provides high-quality learning programs that support children's development. They help prepare children for kindergarten, offer quality childcare for working parents, ensure inclusive programming for children with special needs, and provide early developmental screening. The School Readiness Match Program offers childcare subsidies to households, enabling parents to work or attend school while ensuring their child's safety and well-being. In FY 23/24 supported 640 Sunrise households and provided safe, nurturing childcare for 1,351 children.	\$60,000	\$66,855	
Farm Share, Inc.	501(c)(3)	Farm Share's mission is to provide nutritious food to families, children, seniors, and individuals in need across the City of Sunrise. Aim to encourage healthy eating habits to promote long-term health benefits. The goal is to impact the lives of 2,000 residents through 4 food distribution events.	\$0	\$50,000	

FY 2025/2026 DONATION APPLICATIONS

SUMMARY OF REQUESTS

The following charitable organizations have requested funding from the City of Sunrise for FY 2025/2026:

Organization Name	Nonprofit Status	Funding Purpose/Justification	FY 2024/2025 Award	FY 2025/2026 Request	FY 2025/2026 Commission Discussion
Feeding South Florida	501(c)(3)	Feeding South Florida aims to end hunger in South Florida by providing immediate access to nutritious food, advocating for policy changes to combat hunger, and empowering individuals through education and workforce development. The Senior Meal Home Delivery program will directly impact 26 seniors in the City of Sunrise by delivering nutritionally balanced meals twice per month (10 meals per delivery) to those that are food insecure and homebound.	\$0	\$50,000	
40+ Double Dutch Club	501(c)(3)	A worldwide sisterhood whose mission is to empower women in mental health and physical fitness, all while inspiring them in friendship, fitness, fun, and fellowship. Aims to improve both physical and mental well-being. The 40+ Double Dutch South Florida Club is looking to directly impact 500+ Sunrise resident women that will participate in the vendor events.	\$4,000	\$4,000	
Freedom Flight South Florida	501(c)(3)	**Did not submit an application**	\$5,000	\$0	N/A
Goodman Jewish Family Services	501(c)(3)	Goodman JFS is committed to providing person-centered, wrap-around social services to individuals and families of all ages, faiths, and backgrounds through basic needs services, older adult and Holocaust survivor assistance, and crisis trauma support. The Financial Assistance Program focused on Shelter and Housing can assist 20 Sunrise residents.	\$5,000	\$10,000	
Heartsflow Inc.	501(c)(3)	HeartsFlow supports individuals and families struggling with poverty, food insecurity, and homelessness by providing essential services and resources to help them achieve stability, self-sufficiency, and a better quality of life. HeartsFlow would redirect individuals towards useful life-journeys, reduce crime rates, and improve economic stability within the City. Would help the homeless in Sunrise.	\$0	\$60,000	
JAFCO (Jewish Adoption and Family Care Options)	501(c)(3)	JAFCO provides care, safety, and support to children and their families who are impacted by abuse, neglect, trauma, or developmental disabilities. JAFCO provides emergency housing and comprehensive support services such as shelter, food, clothing, education, medical care, and therapy. Typically serves between 75 - 100 children per year which all reside in Sunrise during their placement at the JAFCO facilities.	\$10,000	\$10,000	

FY 2025/2026 DONATION APPLICATIONS

SUMMARY OF REQUESTS

The following charitable organizations have requested funding from the City of Sunrise for FY 2025/2026:

Organization Name	Nonprofit Status	Funding Purpose/Justification	FY 2024/2025 Award	FY 2025/2026 Request	FY 2025/2026 Commission Discussion
JAFCO Children's Ability Center	501(c)(3)	The JAFCO Children's Ability Center provides family enrichment, resources, and respite services to families raising children with autism and other developmental disabilities. The program teaches work and life skills to young adults with developmental disabilities with the goal of reducing unemployment and allowing young adults with special needs to be productive members of the community. The program serves approximately 25 individuals per year.	\$10,000	\$10,000	
National Scholastic Chess Foundation, Inc.	501(c)(3)	The NSCF provides the benefits of chess education to students of all ages. They work with Leisure Services staff to offer chess as a scholastic, community, and social engagement tool. The NSCF strives to improve academic performance in Sunrise schools, increase family engagement in schools and the community in Sunrise, contribute to a reduction in juvenile crime by providing alternative activities to reduce risky and negative behaviors among at-risk youth, and create stronger community social and cultural bonding in Sunrise. The funds will benefit over 2,500 Sunrise students each year.	\$35,000	\$35,000	
Special Olympics Florida, Inc.	501(c)(3)	The mission is to provide year-round sports training and competition in a variety of Olympic-type sports for people with intellectual disabilities who wish to participate, giving them continuing opportunities to develop physical fitness, demonstrate courage, experience joy, and participate in the sharing of gifts, skills, and friendship with their families, other Special Olympic athletes, and the community. Will directly impact 516 Sunrise residents.	\$13,900	\$20,000	
The Book Don't Match the Cover Inc.	501(c)(3)	**Did not submit an application**	\$1,600	\$0	N/A
The Dan Marino Foundation, Inc.	501(c)(3)	The Dan Marino Foundation aims to empower individuals with autism and other developmental disabilities to contribute to society through work, service, and social participation. They will connect autistic adults to structured volunteer roles that fill local service gaps and provide training to prepare businesses and organizations to engage more effectively. A portion of activities will be scheduled within Sunrise to capture a portion of 150 participants.	\$0	\$10,000	

FY 2025/2026 DONATION APPLICATIONS

SUMMARY OF REQUESTS

The following charitable organizations have requested funding from the City of Sunrise for FY 2025/2026:

Organization Name	Nonprofit Status	Funding Purpose/Justification	FY 2024/2025 Award	FY 2025/2026 Request	FY 2025/2026 Commission Discussion
The Greater Sunrise Chamber of Commerce	501(c)(6)	Dedicated to the mission of helping businesses grow, thrive, and survive in a competitive business environment. Purpose is to provide business networking opportunities, education and information for growing businesses, involvement in charitable work for the community, and creating valuable businesses. Membership includes close to 250 Chamber companies. In addition to the donation requested, the City pays \$2,500 annually for membership.	\$9,750	\$9,750	
Voices for Children of Broward County	501(c)(3)	Voices envisions a community where all children impacted by abuse, neglect, or abandonment are empowered to achieve stability, well-being, and lasting success by ensuring that every child in foster care has access to the resources, support, and opportunities they need to thrive. Support will allow the School Break Food Program to serve 25 children, who are in the foster care system that reside in the City of Sunrise. Voices helps make sure that children receive essential nutrients and support outside of school hours.	\$5,000	\$6,000	
Youth Empowerment Village, Inc.	501(c)(3)	Youth Empowerment Village looks to arm children ages 10-17 with the life skills, social skills, and tools to propel them to a brighter future by teaching public speaking, etiquette training, professionalism, and financial literacy. At least 20 residents of Sunrise are anticipated to be impacted.	\$0	\$10,000	
GRAND TOTAL			\$219,250	\$445,307	