



**VILLAGE OF INDIANTOWN
AGENDA
SPECIAL VILLAGE COUNCIL MEETING**

September 13, 2018
6:00 PM
at the INDIANTOWN CIVIC CENTER
15675 SW Osceola Street, Indiantown, FL 34956

VILLAGE COUNCIL
SUSAN GIBBS THOMAS, MAYOR
GUYTON STONE, VICE MAYOR
JACKIE GARY CLARKE
ANTHONY D. DOWLING
JANET HERNÁNDEZ

ADMINISTRATION
TERESA LAMAR-SARNO, VILLAGE MANAGER
WADE C. VOSE, VILLAGE ATTORNEY
CHERIE WHITE, VILLAGE CLERK

Civility: Being "civil" is not a restraint on the First Amendment right to speak out, but it is more than just being polite. Civility is stating your opinions and beliefs, without degrading someone else in the process. Civility requires a person to respect other people's opinions and beliefs even if he or she strongly disagrees. It is finding a common ground for dialogue with others. It is being patient, graceful, and having a strong character. That's why we say "Character Counts" in Indiantown. Civility is practiced at all Village meetings.

Special Needs: If anyone attending this meeting requires a reasonable accommodation, please contact Cheryl White, Village Clerk, by telephone at (772) 597-9900 or by email at cwhite@indiantown.org. at least 48 hours in advance.

Quasi-Judicial Hearings: Some of the matters on the Agenda may be "quasi-judicial" in nature. Village Council Members are required to disclose all ex-parte communications regarding these items and are subject to voir dire by any affected party regarding those communications. All witnesses testifying will be "sworn" prior to their testimony. However, the public is permitted to comment, without being sworn. Unsworn comment will be given its appropriate weight by the Village Council.

Appeal of Decision: If a person decides to appeal any decision made by the Village Council with

respect to any matter considered at this meeting, he or she will need a record of the proceeding, and for that purpose, may need to ensure that a verbatim record of the proceeding is made, which record includes any testimony and evidence upon which the appeal will be based.

Consent Calendar: Those matters included under the Consent Calendar are typically self-explanatory, non-controversial, and are not expected to require review or discussion. All items will be enacted by a single motion. If discussion on an item is desired, any Village Council Member, without a motion, may "pull" or remove the item to be considered separately. If any item is quasi-judicial, it may be removed from the Consent Calendar to be heard separately, by a Village Council Member, or by any member of the public desiring it to be heard, without a motion.

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE

PROCLAMATIONS, AWARDS AND SPECIAL PRESENTATIONS

PUBLIC COMMENT

*-The public is invited to comment for up to 3 minutes **on any item not on the Agenda.** Questions are typically deferred to staff, and if civility is not practiced, the Mayor may rule the person out of order, and may require the person be removed from the meeting.*

COMMENTS BY VILLAGE COUNCIL MEMBERS

COMMENTS BY VILLAGE MANAGER

APPROVAL OF AGENDA

-A motion is adopted to approve the Agenda as it appears, or as modified by motion of the village council.

Motion:	Second:	Discussion by Council:	Public Comment	Vote:
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CONSENT AGENDA

REGULAR AGENDA

1. RESOLUTION No. 039-2018 - A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF INDIANTOWN, FLORIDA, ADOPTING A TENTATIVE MILLAGE FOR FISCAL YEAR 2018-19; AND PROVIDING FOR AN EFFECTIVE DATE.

Motion:	Second:	Discussion by Council:	Public Comment	Vote:
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2. RESOLUTION No. 040-2018 - A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF INDIANTOWN, FLORIDA, ADOPTING A TENTATIVE BUDGET FOR FISCAL YEAR 2018-19; AND PROVIDING FOR AN EFFECTIVE DATE.

Motion:	Second:	Discussion by Council:	Public Comment	Vote:
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DISCUSSION ITEMS

ANNOUNCEMENTS

NEXT REGULAR MEETING

ADJOURNMENT

**VILLAGE OF INDIANTOWN, FLORIDA
AGENDA MEMORANDUM**

MEETINGDATE: September 13, 2018

MEETING TYPE: Regular Village Council Meeting

AGENDA ITEM TITLE: RESOLUTION No. 039-2018 - A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF INDIANTOWN, FLORIDA, ADOPTING A TENTATIVE MILLAGE FOR FISCAL YEAR 2018-19; AND PROVIDING FOR AN EFFECTIVE DATE.

SUMMARY OF ITEM: This item is First Reading of the millage, as required by the Truth in Millage (TRIM) laws of the State of Florida.

This is STEP 1 in finalizing the Millage levy for the Village. There is a second and final reading of this millage set for August 27, 2018 at 6:15 PM

RECOMMENDATION: Adopt Resolution No. 39-2018, as presented.

PREPARED BY: P. Nicoletti DATE: 8/30/2018

REVIEWED BY: Wade Vose, Village Attorney DATE: 9/7/2018

APPROVED BY: Teresa Lamar-Sarno DATE: 9/7/2018

ATTACHMENTS:

Description

Res. No.39-2018 Adopting a Tentative Millage for FY19



RESOLUTION No. 039-2018

A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF INDIANTOWN, FLORIDA, ADOPTING A TENTATIVE MILLAGE FOR FISCAL YEAR 2018-19; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Village of Indiantown is a newly established municipality in Martin County, Florida and has commenced business on March 21, 2018; and

WHEREAS, the Village Council has set forth the appropriations and revenue estimates for the Fiscal Year 2018-19, including revenues and expenditures. Based upon those estimates, the Village Council has determined the need for an ad valorem tax levy of 4.2623 mills, which is \$4.2623 per \$1,000 of assessed valuation.

NOW, THEREFORE BE IT RESOLVED, by the Village Council of the Village of Indiantown, Florida, as follows:

SECTION 1. The Village Council of the Village of Indiantown, Florida hereby adopts a Tentative Millage for Fiscal Year 2018-19 of **4.2623 mills**.

SECTION 2. EFFECTIVE DATE. This resolution shall take effect immediately upon its adoption.

Council Member _____ offered the foregoing resolution and moved its adoption. The motion was seconded by Council Member _____, and upon being put to a vote, the vote was as follows:

VILLAGE COUNCIL	YES	NO	ABSENT	ABSTAIN
SUSAN GIBBS THOMAS, MAYOR				
GUYTON STONE, VICE MAYOR				
JACKIE GARY CLARKE, COUNCIL MEMBER				
ANTHONY J. DOWLING, COUNCIL MEMBER				
JANET HERNANDEZ, COUNCIL MEMBER				

RES. 039-2018 ADOPTING A TENTATIVE MILLAGE for FY 2018-19

ADOPTED this 13th day of September, 2018.

ATTEST:

VILLAGE OF INDIANTOWN, FLORIDA

CHERYL WHITE
VILLAGE CLERK

SUSAN GIBBS THOMAS
MAYOR

REVIEWED FOR FORM AND
CORRECTNESS:

WADE C. VOSE
VILLAGE ATTORNEY

VILLAGE OF INDIANTOWN, FLORIDA AGENDA MEMORANDUM

MEETINGDATE: September 13, 2018

MEETING TYPE: Regular Village Council Meeting

AGENDA ITEM TITLE: RESOLUTION No. 040-2018 - A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF INDIANTOWN, FLORIDA, ADOPTING A TENTATIVE BUDGET FOR FISCAL YEAR 2018-19; AND PROVIDING FOR AN EFFECTIVE DATE.

SUMMARY OF ITEM: This item is STEP 1 in adopting the Annual Budget for the Village for Fiscal Year 2019, beginning on October 1, 2018.

There will be a Second Hearing and Adoption on September 23, 2018 at 6:15 PM.

Budget Highlights:

The Village is collecting the four County Municipal Service Taxing Units (MSTUs); Fire Rescue, Parks, Roads and Stormwater as part of the total millage the Village is levying.

Fire Rescue: 2.6319 mills

Roads: 0.3038 mills

Stormwater Maintenance: 0.2641 mills

Parks and Recreation: 0.1615 mills

The Village of Indiantown will "pass thru" the Fire Rescue and Parks and Recreation MSTUs. The Village of Indiantown will retain the Roads and Stormwater Maintenance MSTUs in order to maintain, plan and provide additional capital improvements to those facilities to the residents of Indiantown. The FY 2018/2019 Budget reflects the anticipated initial short year budget deficit, which can now be estimated to be approximately \$180,000. The Village covered the deficit with the CenterState Bank line of credit.

This is this first time the budget identifies the Local Option Fuel Taxes of \$304,324. The Department of Revenue recently provided their FY18-19 projections and the Village's Financial Consultant, CRI, have been able to estimate the Communications Services Tax (CST) revenues for FY18-19 to be \$112,500.

A portion of this total will be a pass-thru from Martin County for the 2018 year and the balance will be direct to the Village for the 2019 CST year.

Intergovernmental Revenues have increased since the last budget workshop; the Department of Revenue have provided the Village with the estimated FY18-19 revenues for State Shared Revenue Sharing to be \$159,000 and Half Cent Sales Tax to be \$752,000 for a total of \$911,000.

This budget also reflects estimated Interest and Other Earnings of \$50,000.
Expenditures have increased by approximately \$50,000 for the following items:
Comprehensive Planning Legal Advertisements: \$10,000
Website Redesign: \$20,000
Insurance: \$12,000
Interest: \$8,000

Additionally, in the Expenditure Budget Detail, new categories have been included to reflect the budgeted expenditures for Fire Rescue, Stormwater, Roads and Parks and Recreation MSTUs. Through an Interlocal Agreement with Martin County, the Village will remit (pass-thru) the total revenues received for Fire Rescue and Parks and Recreation MSTUs.

Surplus has shown an increase of \$104,239. The usage of this surplus are identified for Operational Reserves, Emergency Reserves, Capital Reserves, and Debt Service.

RECOMMENDATION: Adopt Resolution No. 40-2018, as presented.

PREPARED BY: P. Nicoletti DATE: 8/30/2018

REVIEWED BY: Wade Vose, Village Attorney DATE: 9/7/2018

APPROVED BY: Teresa Lamar-Sarno DATE: 9/7/2018

ATTACHMENTS:

Description

Res. 040-2018 Adopting Tentative FY 2019 Budget

FY 2018/2019 BUDGET SUMMARY

FY 2018/2019 Budget Revenues

FY 2018/2019 Budget Expenditures



**RESOLUTION No. 040-2018
(First Reading)**

**A RESOLUTION OF THE VILLAGE COUNCIL OF THE
VILLAGE OF INDIANTOWN, FLORIDA, ADOPTING A
TENTATIVE BUDGET FOR FISCAL YEAR 2018-19; AND
PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, the Village of Indiantown is a newly established municipality in Martin County, Florida and has commenced business on March 21, 2018; and

WHEREAS, the Village Council has set forth the appropriations and revenue estimates for the Fiscal Year 2018-19, including revenues and expenditures

NOW, THEREFORE BE IT RESOLVED, by the Village Council of the Village of Indiantown, Florida, as follows:

SECTION 1. The Village Council of the Village of Indiantown, Florida hereby adopts a Tentative Annual Budget for Fiscal Year 2018-19, which in its entirety consists of both ad valorem tax revenues and non-ad valorem sources:

General Fund Revenues: \$ 11,400,796.00

General Fund Expenditures: \$ 11,400,796.00

SECTION 2. EFFECTIVE DATE. This resolution shall take effect immediately upon its adoption.

- ALL SIGNATURES ON THE NEXT PAGE -

RES. 040-2018 ADOPTING A TENTATIVE VILLAGE BUDGET for FY 2018-19

Council Member _____ offered the foregoing resolution and moved its adoption. The motion was seconded by Council Member _____, and upon being put to a vote, the vote was as follows:

VILLAGE COUNCIL	YES	NO	ABSENT	ABSTAIN
SUSAN GIBBS THOMAS, MAYOR				
GUYTON STONE, VICE MAYOR				
JACKIE GARY CLARKE, COUNCIL MEMBER				
ANTHONY J. DOWLING, COUNCIL MEMBER				
JANET HERNÁNDEZ, COUNCIL MEMBER				

ADOPTED this 13th day of September, 2018.

ATTEST:

VILLAGE OF INDIANTOWN, FLORIDA

CHERYL WHITE
VILLAGE CLERK

SUSAN GIBBS THOMAS
MAYOR

REVIEWED FOR FORM AND
CORRECTNESS:

WADE C. VOSE
VILLAGE ATTORNEY

**BUDGET SUMMARY
VILLAGE OF INDIANTOWN
FISCAL YEAR 2018/2019**

	<u>GENERAL FUND</u>
<u>BALANCE BROUGHT FORWARD</u>	<u>\$ (180,000)</u>
<u>ESTIMATED REVENUES:</u>	
TAXES:	
AD VALOREM TAXES (Millage per \$1,000 equals 4.2623)	9,641,972
LOCAL OPTION FUEL TAXES	304,324
COMMUNICATIONS SERVICES TAXES	112,500
PERMITS, FEES AND LICENSES	561,000
INTERGOVERNMENTAL REVENUES	911,000
INTEREST AND OTHER EARNINGS	<u>50,000</u>
TOTAL REVENUES AND OTHER FINANCING SOURCES	<u>11,580,796</u>
TOTAL ESTIMATED REVENUES AND BALANCES	<u><u>\$ 11,400,796</u></u>
 <u>EXPENDITURES/EXPENSES:</u>	
GENERAL GOVERNMENT	\$ 951,782
PUBLIC SAFETY	6,053,759
PHYSICAL ENVIRONMENT	597,434
TRANSPORTATION	1,028,448
CULTURE/RECREATION	<u>365,338</u>
TOTAL EXPENDITURES/EXPENSES	8,996,761
RESERVES AND DEBT SERVICE	<u>2,404,035</u>
TOTAL APPROPRIATED EXPENDITURES/EXPENSES AND RESERVES	<u><u>\$ 11,400,796</u></u>

THE TENTATIVE, ADOPTED, AND/OR FINAL BUDGETS ARE ON FILE IN THE
OFFICE OF THE ABOVE MENTIONED TAXING AUTHORITY AS A PUBLIC RECORD.

**VILLAGE OF INDIANTOWN
REVENUE BUDGET DETAIL
FISCAL YEAR 2018/2019**

	GENERAL FUND
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PERMITS, FEES AND LICENSES:	
PERMITS:	
BUILDING PERMITS	\$ 100,000
TOTAL PERMITS	<u>100,000</u>
FRANCHISE FEES:	
ELECTRICITY	461,000
TOTAL FRANCHISE FEES	<u>461,000</u>
TOTAL PERMITS, FEES AND LICENSES	<u>\$ 561,000</u>
 INTERGOVERNMENTAL REVENUES:	
GENERAL GOVERNMENT:	
STATE REVENUE SHARING - PROCEEDS	\$ 159,000
HALF CENT SALES TAX	752,000
TOTAL GENERAL GOVERNMENT	<u>911,000</u>
TOTAL INTERGOVERNMENTAL REVENUES	<u>\$ 911,000</u>

**VILLAGE OF INDIANTOWN
EXPENDITURE BUDGET DETAIL
FISCAL YEAR 2018/2019**

	GENERAL FUND
GENERAL GOVERNMENT:	
LEGISLATIVE:	
EXECUTIVE SALARIES	\$ 55,000
TOTAL LEGISLATIVE	<u>55,000</u>
FINANCIAL AND ADMINISTRATIVE:	
PROFESSIONAL SERVICES - ADMINISTRATIVE (village mgr./village clerk)	230,000
PROFESSIONAL SERVICES - LEGAL	159,166
PROFESSIONAL SERVICES - FINANCIAL	87,304
PROFESSIONAL SERVICES - GROWTH MANAGEMENT	108,000
PROFESSIONAL SERVICES - OTHER (code enforce/office asst./bldg.tech)	95,000
ACCOUNTING AND AUDITING	25,000
OTHER SERVICES	18,000
TRAVEL AND PER DIEM	10,000
COMMUNICATIONS/INTERNET SERVICES	38,000
FREIGHT AND POSTAGE	2,000
UTILITIES	4,000
RENT AND LEASES	12,900
INSURANCE	17,412
REPAIR AND MAINTENANCE	10,000
PRINTING AND BINDING	10,000
PROMOTIONAL	15,000
OFFICE SUPPLIES	4,000
BOOKS/PUBLICATIONS/SUBSCRIPTIONS	7,000
TRAINING	6,000
PROFESSIONAL SERVICES CONTINGENCY	30,000
TOTAL FINANCIAL AND ADMINISTRATIVE	<u>888,782</u>
DEBT SERVICE PAYMENTS:	
INTEREST	8,000
TOTAL DEBT SERVICE PAYMENTS	<u>8,000</u>
TOTAL GENERAL GOVERNMENT	<u>\$ 951,782</u>
PUBLIC SAFETY:	
PROTECTIVE INSPECTIONS (PERMIT SERVICES)	\$ 100,000
FIRE RESCUE	5,953,759
TOTAL PUBLIC SAFETY	<u>\$ 6,053,759</u>
PHYSICAL ENVIRONMENT:	
STORMWATER MANAGEMENT	\$ 597,434
TOTAL PHYSICAL ENVIRONMENT	<u>\$ 597,434</u>
TRANSPORTATION:	
ROAD AND STREET	\$ 1,028,448
TOTAL TRANSPORTATION	<u>\$ 1,028,448</u>
CULTURE/RECREATION:	
PARKS AND RECREATION	\$ 365,338
TOTAL CULTURE/RECREATION	<u>\$ 365,338</u>