



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

June 28, 2018
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 HERNANDEZ

ADMINISTRATION
TERESA LAMAR-SARNO, VILLAGE MANAGER
PAUL J. NICOLETTI, VILLAGE ATTORNEY

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 special accommodation, please contact Cheryl White, Village Clerk, by telephone at (772) 597-9900 or by email at cwhite@indiantown.org. If you are hearing impaired, please contact the Florida Relay Service, Dial 711, or call 800-682-8706 (English); 800-682-8786 (Espanol); 800-855-2886 (TTY).

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

1. INTRODUCTION TO MUNICIPAL BUDGET PREPARATION
2. VILLAGE OF INDIANTOWN DRAFT 2019 BUDGET

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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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.*

CONSENT AGENDA

REGULAR AGENDA

DISCUSSION ITEMS

COMMENTS FROM THE PUBLIC

ANNOUNCEMENTS

NEXT REGULAR MEETING

ADJOURNMENT

1.

**VILLAGE OF INDIANTOWN, FLORIDA
AGENDA MEMORANDUM**

MEETINGDATE: June 28, 2018

MEETING TYPE:

AGENDA ITEM TITLE: INTRODUCTION TO MUNICIPAL BUDGET PREPARATION

SUMMARY OF ITEM: The Financial Consultant for the Village of Indiantown, CRI, will make a presentation on municipal budget preparation, introduction to statutory requirements and a preview of FY 2019 Budget.
PRESENTATION IS NOT ATTACHED

RECOMMENDATION: n/a

PREPARED BY: Teresa Lamar-Sarno, Village Manager

DATE: 6/13/2018

REVIEWED BY: P. Nicoletti

DATE: 6/22/2018

APPROVED BY:

DATE:

**VILLAGE OF INDIANTOWN, FLORIDA
AGENDA MEMORANDUM**

MEETING DATE: June 28, 2018

MEETING TYPE:

AGENDA ITEM TITLE: VILLAGE OF INDIANTOWN DRAFT 2019 BUDGET

SUMMARY OF ITEM: The attached proposed Village of Indiantown draft budget shows a millage rate of 1.25. Preliminary taxable property values are estimated at \$2,122,099,603. With this proposed millage rate at 1.25 mills, the ad valorem taxes would be \$2,519,993.

Other sources of revenues include franchise fees, state shared revenues and permit fees that total \$1,263,589.

The budget includes general government operational costs, stormwater management and reserves.

The notable item of 2019 Budget is the stormwater management expenditure of \$400,000. The intent of this budgeted item is for the Village of Indiantown to discontinue contributing to the Stormwater Municipal Service Taxing Unit, at the current rate of .2542 mills, and begin to manage the current stormwater infrastructure. This would include an initial study performed by an experience consultant, to analyze the current stormwater infrastructure for deficiencies and provide the Village with current data on current conditions. This would allow for appropriate planning on behalf of the Village to appropriately maintain and improve upon the current stormwater infrastructure. In tandem with the study, staff will prepare a Request for Proposal for maintenance of the current stormwater system.

The Village Manager is proposing that interlocal agreements be negotiated, for a one-year term, with Martin County, to continue to collect the Parks and Recreation and Roads MSTU. With Village Council approval, staff intends to initiate an analysis of the current conditions of both public parks and roads that would be maintained by the Village after the expiration of the one-year interlocal. The analysis would provide current conditions and update data on the parks and road that they Village would be required to maintain and operate once transferred over by the County.

Fire Rescue Operations and Capital MSTU is recommended to be collected by the County at the FY 2019 rate. The Village at this time is not positioned to address this with a viable alternative to the residents of Indiantown. Staff will provide a presentation at the meeting highlighting the FY 2019 Budget.

RECOMMENDATION: Provide staff with direction on the draft Village of Indiantown FY 2019 Budget.

PREPARED BY: Teresa Lamar-Sarno, Village Manager

DATE: 6/22/2018

REVIEWED BY:

DATE:

APPROVED BY:

DATE:

ATTACHMENTS:

Description

FY 2019 Summary Sheet

FY 2019 Revenue Sheet

FY 2019 Detail Sheet

BUDGET SUMMARY VILLAGE OF INDIANTOWN FISCAL YEAR 2018/2019	
	GENERAL FUND
<u>BALANCE BROUGHT FORWARD</u>	-
<u>ESTIMATED REVENUES:</u>	
AD VALOREM TAXES (Millage per \$1,000 equals 1.2500)	2,519,993
PERMITS, FEES AND LICENSES	561,000
STATE SHARED	702,589
TOTAL REVENUES AND OTHER	
FINANCING SOURCES	3,783,582
TOTAL ESTIMATED REVENUES AND BALANCES	3,783,582
<u>EXPENDITURES/EXPENSES:</u>	
GENERAL GOVERNMENT	901,992
PUBLIC SAFETY (BUILDING PERMIT SERVICES)	100,000
PHYSICAL ENVIRONMENT	400,000
TOTAL EXPENDITURES/EXPENSES	1,401,992
RESERVES	2,381,590
TOTAL APPROPRIATED EXPENDITURES AND RESERVES	3,783,582
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
PERMITS, FEES AND LICENSES:		
PERMITS:		
BUILDING PERMITS		100,000
TOTAL PERMITS		100,000
FRANCHISE FEES:		
ELECTRICITY		461,000
TOTAL FRANCHISE FEES		461,000
TOTAL PERMITS, FEES AND LICENSES		561,000
STATE SHARED:		
GENERAL GOVERNMENT:		
STATE REVENUE SHARING		92,991
HALF CENT SALES TAX		609,598
TOTAL GENERAL GOVERNMENT		702,589
TOTAL STATE SHARED		702,589

VILLAGE OF INDIANTOWN EXPENDITURE BUDGET DETAIL FISCAL YEAR 2018/2019		
		FY 19 GENERAL FUND
GENERAL GOVERNMENT:		
LEGISLATIVE:		
EXECUTIVE SALARIES		55,000
TOTAL LEGISLATIVE		55,000
FINANCIAL AND ADMINISTRATIVE:		
PROFESSIONAL SERVICES - ADMINISTRATIVE		230,000
PROFESSIONAL SERVICES - LEGAL		159,166
PROFESSIONAL SERVICES - FINANCIAL		87,304
PROFESSIONAL SERVICES - GROWTH MANAGEMENT		108,000
PROFESSIONAL SERVICES - OTHER		95,000
ACCOUNTING AND AUDITING		25,000
OTHER SERVICES		8,000
TRAVEL AND PER DIEM		10,000
COMMUNICATIONS/INTERNET SERVICES		18,000
FREIGHT AND POSTAGE		2,000
UTILITIES		4,000
RENT AND LEASES		12,900
INSURANCE		5,622
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		846,992
TOTAL GENERAL GOVERNMENT		901,992
PUBLIC SAFETY:		
PROTECTIVE INSPECTIONS (PERMIT SERVICES)		100,000
TOTAL PUBLIC SAFETY		100,000
PHYSICAL ENVIRONMENT:		
STORMWATER MANAGEMENT		400,000
TOTAL PHYSICAL ENVIRONMENT		400,000