

**VILLAGE OF NORTH PALM BEACH
FINANCE DEPARTMENT**

TO: Honorable Mayor and Council
THRU: Andy Lukasik, Village Manager
FROM: Samia Janjua, Director of Finance
DATE: September 10, 2020
SUBJECT: **ORDINANCES – 1st Reading of Final Ad Valorem Tax Millage Rate; and 1st Reading of Approved Fiscal Year 2020-2021 Village Budget**

The attached Ad Valorem Tax Ordinance and Annual Budget Ordinance have been prepared for Council's use in setting the Village's Ad Valorem Tax Millage Rate and Annual Budget for the upcoming 2020-21 fiscal year. Council's budget and millage rate adjustments will be incorporated into Budget Summary and Notice of Proposed Tax Increase advertisements that will be published in the Palm Beach Post prior to the Village's final Ad Valorem Tax Millage Rate and Annual Budget hearing on September 24, 2020.

The attached Ordinances establish and adopt the Village's Fiscal Year 2020-2021 budget and set its annual millage rate at **\$7.5000 mils. This millage rate is 3.81% above the Village's Fiscal Year 2020-2021 Rolled-Back Rate of \$7.2247 mils.**

This year's Budget Ordinance provides for an appropriation of \$510,000 to be transferred to the Capital Projects Fund to finance the General Fund's Capital Improvement Plan and an appropriation of \$274,000 to be transferred to the Country Club Fund to finance the Pool & Tennis operations.

The attached Ordinances have been prepared and/or reviewed by the Village Attorney for legal sufficiency.

Recommendation:

The Administration recommends Council actions as outlined below:

1. Attorney reads title of Ordinance establishing and adopting an Ad Valorem tax millage rate for the fiscal year commencing 10/1/20 and ending 09/30/21.
2. Attorney reads title of Ordinance adopting a budget for the fiscal year commencing 10/01/20 and ending 09/30/21.
3. Motion to adopt an Ordinance establishing the Ad Valorem Tax Millage Rate as required by Statute.
4. Motion to adopt an Ordinance adopting the Budget for Fiscal Year 2020-2021.
5. Staff presentation on BOTH Ad Valorem Tax Millage Rate and Budget.

6. Mayor Opens Public Hearing on BOTH Ad Valorem Tax Millage Rate and Budget.
7. Public Comment.
8. Mayor closes public hearing on BOTH Ad Valorem Tax Millage Rate and Budget.
9. Council discussion on BOTH Ad Valorem Tax Millage Rate and Budget.
10. Motion to Establish Ad Valorem Tax Millage Rate and Council vote on Ad Valorem Tax Millage Rate.
11. Mayor publicly announces: (1) rolled back rate; (2) percentage increase over rolled back rate; (3) millage rate to be levied.
12. Council vote on Motion to Adopt Ordinance establishing the Ad Valorem Tax Millage Rate on 1st reading.
13. Council vote on Motion to Adopt Ordinance adopting the Budget on 1st reading.

1 **ORDINANCE NO. 2020-_____**
2

3 AN ORDINANCE OF THE VILLAGE COUNCIL OF THE VILLAGE OF
4 NORTH PALM BEACH, FLORIDA, ESTABLISHING AND ADOPTING THE
5 FINAL LEVY OF AD VALOREM TAXES FOR THE FISCAL YEAR
6 COMMENCING OCTOBER 1, 2020 AND ENDING SEPTEMBER 30, 2021;
7 PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE
8 DATE.
9

10 WHEREAS, the Village Council and Village Administration of the Village of North Palm Beach,
11 having reviewed the budget for the fiscal year commencing October 1, 2020 and ending September
12 30, 2021 (“Fiscal Year 2020/2021”), have established a millage rate to finance said budget and
13 meet the needs and requirements of the Village and its residents.
14

15 NOW, THEREFORE, BE IT ORDAINED BY THE VILLAGE COUNCIL OF THE VILLAGE
16 OF NORTH PALM BEACH, FLORIDA as follows:
17

18 Section 1. The Village Council hereby establishes and adopts an ad valorem tax operating
19 millage rate of 7.5000 mils for Fiscal Year 2020/2021 and an ad valorem debt service millage rate
20 of 0.000 mils for a total ad valorem tax millage rate of 7.5000 mils or \$7.50 per one thousand
21 dollars of taxable assessed property value. This millage rate is 3.81% greater than the rolled back
22 rate of 7.2247 mils.
23

24 Section 2. All ordinances or parts of ordinances and resolutions or parts of resolutions in
25 conflict herewith are hereby repealed to the extent of such conflict.
26

27 Section 3. This Ordinance shall be effective immediately upon adoption and implemented as
28 of October 1, 2020.
29

30 PLACED ON FIRST READING THIS 10TH DAY OF SEPTEMBER, 2020.
31

32 PLACED ON SECOND, FINAL READING AND PASSED THIS 24TH DAY OF
33 SEPTEMBER, 2020.
34

35
36
37 (Village Seal)

MAYOR

38
39
40 ATTEST:

41
42 _____
43 VILLAGE CLERK
44

45 APPROVED AS TO FORM AND
46 LEGAL SUFFICIENCY:
47

48 _____
49 VILLAGE ATTORNEY

1 **ORDINANCE NO. 2020-_____**

2
3 AN ORDINANCE OF THE VILLAGE COUNCIL OF THE VILLAGE OF
4 NORTH PALM BEACH, FLORIDA, ADOPTING THE ANNUAL BUDGET OF
5 THE VILLAGE OF NORTH PALM BEACH FOR THE FISCAL YEAR
6 COMMENCING OCTOBER 1, 2020 AND ENDING SEPTEMBER 30, 2021
7 AND AUTHORIZING ALLOCATIONS, APPROPRIATIONS AND
8 EXPENDITURES IN ACCORDANCE WITH THE BUDGET AND AS
9 AUTHORIZED BY LAW; APPROVING A COMPREHENSIVE PAY PLAN
10 AND AUTHORIZING THE VILLAGE MANAGER TO MAKE TEMPORARY
11 APPOINTMENTS TO BUDGETED POSITIONS; APPROVING A MASTER
12 FEE SCHEDULE; PROVIDING FOR THE CREATION OF GOVERNMENTAL
13 FUNDS WHEN NECESSARY; PROVIDING FOR THE RECEIPT OF GRANTS
14 OR GIFTS; PROVIDING PROCEDURES FOR BUDGET AMENDMENTS;
15 PROVIDING FOR THE LAPSE OF OUTSTANDING ENCUMBRANCES AND
16 THE RE-APPROPRIATION OF UNEXPENDED APPROPRIATIONS FOR THE
17 PRIOR FISCAL YEAR; PROVIDING FOR CONFLICTS; PROVIDING FOR
18 SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.
19

20 WHEREAS, on September 10, 2020 and September 24, 2020, the Village Council conducted duly
21 advertised public hearings to review the proposed Annual Budget for the fiscal year commencing
22 October 1, 2020 and ending September 30, 2021 (“Fiscal Year 2020/2021”) and has adopted a
23 final Annual Budget to meet the needs and requirements of the Village and its residents for the
24 upcoming fiscal year.
25

26 NOW, THEREFORE, BE IT ORDAINED BY THE VILLAGE COUNCIL OF THE VILLAGE
27 OF NORTH PALM BEACH, FLORIDA as follows:
28

29 Section 1. The proposed Annual Budget for Fiscal Year 2020/2021 attached hereto as Exhibit
30 “A” and incorporated herein by this reference is hereby adopted and established as the Village of
31 North Palm Beach’s Annual Budget for Fiscal Year 2020/2021.
32

33 Section 2. The amounts allocated in the Annual Budget for expenditure effective October 1,
34 2020 are authorized in accordance with the purposes as set forth in the Annual Budget.
35

36 Section 3. The Annual Budget includes an appropriation in the amount of \$510,000 to be
37 transferred to the Capital Projects Fund to finance the General Fund’s Capital Improvement Plan
38 and an appropriation of \$274,000 to be transferred to the Country Club Fund to finance pool and
39 tennis operations.
40

41 Section 4. Except as otherwise provided herein, the Annual Budget establishes limitations on
42 expenditures by fund, and the total appropriation of each fund may not be increased or decreased
43 without specific authorization by a duly enacted Ordinance effecting such amendment or transfer.
44

45 Section 5. The Comprehensive Pay Plan, as set forth in the Annual Budget, is hereby
46 approved. In the event that an authorized position is vacant and monies are available within a

1 department's salary appropriation to fund a temporary appointment to the vacant position, the
2 Village Manager may appoint a temporary employee to fill said vacant position for a period not to
3 exceed 90 days. Said temporary appointment may be renewable for an additional 90-day period
4 and may only be made for the period pending the filling of the authorized position by a permanent
5 employee. The pay for a temporary employee shall be within the pay scale of an approved Village
6 Pay Plan position. The Village Council may revise the Comprehensive Pay Plan by Resolution
7 during the Fiscal Year without need to amend this Ordinance.
8

9 Section 6. The Master Fee Schedule for Fiscal Year 2020/2021, as set forth in the Annual
10 Budget, is hereby approved and adopted. The Village Council may revise the Master Fee Schedule
11 by Resolution during the Fiscal Year without need to amend this Ordinance.
12

13 Section 7. When the Village receives monies from any private or governmental source by gift,
14 grant, contribution or revenue share, to which there is attached as a condition of acceptance any
15 limitation regarding the use or expenditure of the monies received, the funds so received need not
16 be shown in the Annual Budget nor shall the Budget be subject to amendment or expenditure as a
17 result of the receipt of said monies. Said monies shall only be disbursed and applied toward the
18 purposes for which said funds were received. All monies received as contemplated by this section
19 shall be segregated and accounted for based on Generally Accepted Accounting Principles
20 (GAAP) and where appropriate, placed into separate and individual Governmental Fund accounts
21 from which monies are disbursed and applied in accordance with the terms and conditions of the
22 gift, grant or contribution.
23

24 Section 8. The omnibus appropriation and expenditure authorization set forth herein may be
25 temporarily or permanently suspended by Resolution of the Village Council if at any time it
26 appears that the projected revenue supporting the above-described budget is below anticipated
27 levels or may be temporarily or permanently suspended by Resolution of the Village Council for
28 any other reason or purpose deemed proper by the Village Council.
29

30 Section 9. Except as otherwise provided herein, in the event a variation from the total budget
31 appropriation is or becomes necessary, such variation shall only become legally effective upon the
32 adoption of an amending Ordinance consistent with Florida Statutes, the Village Charter and the
33 Village Code of Ordinances.
34

35 Section 10. All outstanding encumbrances for Non-Capital and Capital Expenditures on
36 September 30, 2020 shall lapse at that time, and all unexpended Capital Expenditure encumbrances
37 and appropriations and other encumbrances specifically designated to be carried over to the
38 subsequent year may be added to the corresponding approved 2020/2021 available budget balances
39 and be simultaneously re-appropriated for expenditure, as previously approved in the 2019/2020
40 Fiscal Year.
41

42 Section 11. If any section, paragraph, sentence, clause, phrase or word of this Ordinance is for
43 any reason held by a court of competent jurisdiction to be unconstitutional, inoperative or void,
44 such holding shall not affect the remainder of this Ordinance.
45

1 Section 12. All ordinances or parts of ordinances and resolutions or parts of resolutions in
2 conflict herewith are hereby repealed to the extent of such conflict.

3
4 Section 13. This Ordinance shall be effective immediately upon adoption and shall be
5 implemented October 1, 2019.

6
7 PLACED ON FIRST READING THIS 10TH DAY OF SEPTEMBER, 2020.

8
9 PLACED ON SECOND, FINAL READING AND PASSED THIS 24TH DAY OF
10 SEPTEMBER, 2020.

11
12
13
14 (Village Seal)

MAYOR

15
16
17 ATTEST:

18
19 _____
20 VILLAGE CLERK

21
22 APPROVED AS TO FORM AND
23 LEGAL SUFFICIENCY:

24
25 _____
26 VILLAGE ATTORNEY

Combined Budget Summary (General Fund & Country Club)

FY 2021

The Village adopts an annual budget for two funds: General Fund and Country Club. The combined budget summary for both funds is presented below.

Combined Budget Summary		FY 2021 Tentative Budget	FY 2020 Adopted Budget	% increase / (decrease)	\$ increase / (decrease)
Millage Rate (<i>General Fund Only</i>)		\$7.50	\$7.50	No Change	No Change
Budgeted Positions	Full-Time	152	153	-1	N/A
	Part-Time	104	102	+2	
Revenues					
Ad-Valorem Taxes		\$17,367,422	\$ 16,736,574	3.8%	\$630,848
Utility Service Taxes		2,408,078	2,424,292	-0.7%	(16,214)
Franchise Fees		1,137,000	1,315,000	-13.5%	(178,000)
Sales & Use Taxes		267,461	308,655	-13.3%	(41,194)
Licenses & Permits		1,102,200	1,110,200	-0.7%	(8,000)
Intergovernmental		1,260,736	1,507,239	-16.4%	(246,503)
Charges for Services		1,814,910	2,516,812	-27.9%	(701,902)
Fines & Forfeitures		99,400	82,175	21.0%	17,225
Greens fee/cart rentals/membership fees		3,149,116	2,610,854	20.6%	538,262
Golf shop revenues		359,000	406,000	-11.6%	(47,000)
Driving range revenues		335,000	360,000	-6.9%	(25,000)
Restaurant revenues		305,150	329,500	0.0%	(24,350)
Pool & Tennis Revenues		802,365	w/ charges for svcs	100.0%	802,365
Interest revenues		218,710	95,530	128.9%	123,180
Transfer In (Pool & Tennis)		274,000	0	100.0%	274,000
Miscellaneous revenues		246,880	304,734	7.8%	(57,854)
Total Revenues		\$ 31,147,428	\$ 30,107,565	3.5%	\$1,039,863
Expenses					
General Government		\$3,363,932	\$3,257,617	3.3%	\$106,315
Public Safety		10,569,018	10,290,842	2.7%	278,176
Public Works		5,714,792	5,540,658	3.1%	174,134
Community Development		1,658,019	1,773,946	-6.5%	(115,927)
Leisure Services		1,974,036	3,058,612	-35.5%	(1,084,576)
Contingency / Other		0	231,795	-100.0%	(231,795)
Debt Service		2,073,689	1,987,046	4.4%	86,643
Transfer Out		784,000	417,150	87.9%	366,850
Golf course maintenance		1,764,100	1,430,000	23.4%	334,100
Clubhouse grounds		440,836	470,858	-6.4%	(30,022)
Golf Shop		1,366,924	1,316,185	3.9%	50,739
Pool & Tennis		1,075,486	w/ leisure svcs	100.0%	1,075,486
Country Club Admin and F&B		362,596	332,856	8.9%	29,740
Total Expenses		\$31,147,428	\$30,107,565	3.5%	\$1,039,863
Net		\$0	\$0		\$0

General Fund Budget Summary

FY 2021

The General Fund is used to account for most of the day-to-day operations of the Village, which are financed from property taxes, fees, licenses, permits, fines and forfeitures, intergovernmental and other general revenue.

Note: The Tennis & Pool operations were transferred from the General Fund operating budget to the Country Club operating budget as part of the Fiscal Year 2021 budgetary process.

	FY 2021 Tentative Budget	FY 2020 Adopted Budget	% increase / (decrease)	\$ increase / (decrease)	Actual 09/30/19	Actual 09/30/18
Millage Rate	\$7.5000	\$7.5000			\$7.5000	\$7.3300
Revenues						
Ad-Valorem Taxes	\$17,367,422	\$16,736,574	3.77%	\$630,848	\$16,185,283	\$15,003,141
Utility Service Taxes	2,408,078	2,424,292	-0.67%	(16,214)	2,521,955	2,511,876
Franchise Fees	1,137,000	1,315,000	-13.54%	(178,000)	1,352,464	1,294,280
Sales & Use Taxes	267,461	308,655	-13.35%	(41,194)	307,130	302,207
Licenses & Permits	1,102,200	1,110,200	-0.72%	(8,000)	1,522,912	1,222,594
Intergovernmental	1,260,736	1,507,239	-16.35%	(246,503)	1,582,512	1,482,113
Charges for Services	1,814,910	2,516,812	-27.89%	(701,902)	2,410,113	2,210,437
Fines & Forfeitures	99,400	82,175	20.96%	17,225	89,247	90,559
Interest	218,710	95,530	128.94%	123,180	573,095	112,809
Debt Proceeds	0	0	0.00%	0	343,299	0
Miscellaneous	27,880	27,500	1.38%	380	510,688	412,519
Total Revenues	\$25,703,797	\$26,123,977	-1.61%	(\$420,180)	\$27,398,697	\$24,642,535
Expenditures						
General Government	\$3,363,932	\$3,257,617	3.26%	\$106,315	\$3,265,558	\$3,053,627
Police & Fire	10,569,018	10,290,842	2.70%	278,176	10,055,573	9,431,609
Public Works	5,714,792	5,540,658	3.14%	174,134	5,041,643	5,065,186
Community Development	1,658,019	1,773,946	-6.53%	(115,927)	1,542,421	1,435,769
Library	849,389	836,815	1.50%	12,574	815,951	835,984
Parks & Recreation	1,124,647	2,221,797	-49.38%	(1,097,150)	1,848,733	1,777,676
Debt service / Capital Lease	1,640,000	1,553,357	5.58%	86,643	1,714,862	1,293,101
Contingency / Other	0	231,795	-100.00%	(231,795)	341,547	635,579
Transfers Out	784,000	417,150	87.94%	366,850	405,000	4,963,307
Total Expenditures	\$25,703,797	\$26,123,977	-1.61%	(\$420,180)	\$25,031,288	\$28,491,836
Net Revenue Over Expense	\$0	\$0		\$0	\$2,367,409	(\$3,849,302)

Country Club Budget Summary

FY 2021

The Country Club is an Enterprise Fund used to account for operations of the Village's Golf & Country Club, where the costs of providing goods and services to the general public on a continuing basis are financed or recovered through user charges. The Country Club can be divided into five operations: Administration & Grounds, Golf, Pool, Tennis and Food & Beverage.

Note: The Tennis & Pool operations were transferred from the General Fund operating budget to the Country Club operating budget as part of the Fiscal Year 2021 budgetary process.

	FY 2021 Tentative Budget	FY 2020 Adopted Budget	% increase/ (decrease)	\$ increase / (decrease)	Actual 9/30/19	Actual 9/30/18
Revenue						
Greens fee/cart rentals/membership fees	\$3,149,116	\$2,610,854	20.62%	\$538,262	\$1,011,119	\$1,743,760
Golf Shop revenues	359,000	406,000	-11.58%	(47,000)	109,562	217,148
Driving range revenues	335,000	360,000	-6.94%	(25,000)	164,020	276,244
Restaurant revenues	305,150	329,500	-7.39%	(24,350)	4,611	0
Tennis revenues	685,365	0	0.00%	685,365	0	0
Pool revenues	117,000	0	0.00%	117,000	0	0
Interest revenues	0	0	0.00%	0	804	13,874
Sale of Surplus	0	0	0.00%	0	0	19,448
Transfer from General Fund	274,000	0	0.00%	274,000	0	0
Appropriated Retained Earnings	200,000	261,234	-23.44%	(61,234)	0	0
Miscellaneous	19,000	16,000	18.75%	3,000	116,999	17,487
Total Revenues	\$5,443,631	\$3,983,588	36.65%	\$1,460,043	\$1,407,113	\$2,287,962
Expenses						
Personnel Costs	\$1,850,013	\$1,006,219	83.86%	\$843,794	\$546,089	\$568,794
Operating Costs						
Golf Course Maintenance	1,721,600	1,430,000	20.39%	291,600	1,340,158	1,159,940
Golf Shop & Range	555,919	600,925	-7.49%	(45,006)	438,926	310,952
Food & Beverage	20,000	50,000	-60.00%	(30,000)	23,943	46,201
Country Club Administration	29,390	13,700	114.53%	15,690	15,619	17,192
Clubhouse & Grounds	370,200	392,500	-5.68%	(22,300)	75,859	68,350
Tennis	155,900	0	0.00%	155,900	0	0
Pool	157,420	0	0.00%	157,420	0	0
Insurance & General Liability	40,000	46,555	-14.08%	(6,555)	27,035	42,711
Attorney Fees	10,000	10,000	0.00%	0	5,402	13,772
Capital Outlay						
Capital Outlay	99,500	0	0.00%	99,500	370,003	1,363,664
Debt Service						
Debt Service	433,689	433,689	0.00%	0	430,850	405,942
Total Expenses	\$5,443,631	\$3,983,588	36.65%	\$1,460,043	\$3,273,883	\$3,997,519
Revenues over (under) expenses	\$0	\$0		\$0	(\$1,866,770)	(\$1,709,557)

Capital Improvement Plan Summary

FY 2021

Fiscal Year 2021-2025 Five-Year CIP Summary

Totals	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
Category						
Vehicles	\$0	\$181,000	\$43,000	\$88,000	\$135,000	\$447,000
Equipment	217,500	363,500	320,000	326,000	0	1,227,000
Technology	0	0	43,900	0	0	43,900
Village Facilities	71,450	241,450	210,000	250,000	110,000	882,900
Recreational Facilities	0	100,000	0	750,000	0	850,000
Park Development	477,500	470,000	224,000	0	0	1,171,500
Streets & Roads	605,000	710,000	1,210,000	810,000	1,510,000	4,845,000
Storm-water	0	150,000	550,000	550,000	550,000	1,800,000
Total (Category)	\$1,371,450	\$2,215,950	\$2,600,900	\$2,774,000	\$2,305,000	\$11,267,300
Funding Source						
General Revenues	\$418,950	\$854,450	\$268,900	\$807,000	\$205,000	\$2,554,300
Country Club	72,500	219,500	0	0	0	292,000
Infrastructure Surtax	580,000	545,000	600,000	500,000	500,000	2,725,000
Grant Funding	300,000	552,500	1,182,000	917,000	1,025,000	3,976,500
Other	-	44,500	550,000	550,000	575,000	1,719,500
Total (Funding Source)	\$1,371,450	\$2,215,950	\$2,600,900	\$2,774,000	\$2,305,000	\$11,267,300

Fiscal Year 2021 Capital Outlay Summary

Project	General Revenue	Country Club	Infrastructure Surtax	Grants	Total
Anchorage Park Dry Storage	\$200,000			\$200,000	\$400,000
Asphalt Resurfacing - Streets			310,000		310,000
Battery Extrication Tool	19,500				19,500
Breathing Air Compressor & Fill Station	68,000				68,000
Bridge Improvement – Prosperity Farms			170,000		170,000
Clock for Golf Course		15,000			15,000
Community Center Playground				50,000	50,000
Driving Range Mat Replacement		27,500			27,500
Lakeside Park Playground	35,000				35,000
Library Air Handler Replacement	71,450				71,450
Osborne Park Basketball Courts				50,000	50,000
Poolside Cabanas		30,000			30,000
Sidewalk Repairs			100,000		100,000
US 1 Study	25,000				25,000
Total	\$418,950	\$72,500	\$580,000	\$300,000	\$1,371,450



Village of North Palm Beach
FY 2021 Annual Budget
September 10, 2020

FY 2021 Annual Budget Summary

Note: The Tennis & Pool Operations are now included in the Country Club Budget

Category	General Fund	Country Club	Total
Millage Rate	\$7.50	N/A	\$7.50
Personnel	\$17,083,228	\$ 1,850,013	\$18,933,241
Operating	6,186,569	3,060,429	9,246,998
Debt Service	1,640,000	433,689	2,073,689
Capital Outlay	10,000	99,500	109,500
CIP Transfer	510,000	0	510,000
Contingency	0	0	0
Transfer to Other Funds	274,000	0	274,000
Total	\$25,703,797	\$5,443,631	\$31,147,428

Position Type	General Fund	Country Club	Total
Full-Time	142	10	152
Part-Time	49	55	104

FY 2021 General Fund Highlights

- Decline in several revenue categories due to COVID
- Personnel Costs
 - Generally flat in terms of staffing levels. Delaying new hires and filling open positions when possible.
 - Health – increase 0.3% or \$6,900
 - Pension – slight reduction for PD/FR due to State and Employee contributions.
- Vehicle financing summary:
 - Two Rear Load Sanitation Trucks and three police vehicles

FY 2021 General Fund Highlights

- Clubhouse Debt Service
- Major Strategic Initiatives:
 - Master Plan implementation
 - US1 Lane Repurposing Study
 - Redevelopment Code Implementation
 - Residential Code Update
 - US1 and Prosperity Farms Road Bridge Project Planning
 - Undergrounding Overhead Lines
 - Anchorage Park Dry Storage

Strategic Initiatives and Projects

- Commercial Business Initiatives
- Annexation Action Plan
- NPBCC generator
- Green/Sustainable Policy
- Stormwater Utility Study: fee development
- West Alleyway Pavement Rehabilitation
- LED Street & Pedestrian Lighting
- East Alleyway Wall Replacement

Strategic Initiatives and Projects

- Finalization of Boat/RV Ordinance: October
- Twin City Mall Redevelopment
 - Collaborating with Lake Park
 - Market Analysis and Financial Feasibility with Treasure Coast Regional Planning Council
 - Complete Code Rewrite with Dover Kohl
- Administer Parks & Recreation Needs Assessment: policy decision per Recreation Advisory Board Request
- Anchorage Park South Marina: evaluation of floating vs fixed docks
- Increasing availability of open gym at Community Center, including weekends

FY 2021 General Fund Budget Summary

	FY 2021 Budget	FY 2020 Budget	% increase / (decrease)	\$ increase / (decrease)	Status as of June 30, 2020
Millage Rate	\$7.5000	\$7.5000			
Revenues					
Ad-Valorem Taxes	\$17,367,422	\$16,736,574	3.77%	\$630,848	\$16,627,828
Utility Service Taxes	2,408,078	2,424,292	-0.67%	(16,214)	1,881,863
Franchise Fees	1,137,000	1,315,000	-13.54%	(178,000)	896,144
Sales & Use Taxes	267,461	308,655	-13.35%	(41,194)	207,242
Licenses & Permits	1,102,200	1,110,200	-0.72%	(8,000)	1,038,907
Intergovernmental	1,260,736	1,507,239	-16.35%	(246,503)	1,150,134
Charges for Services	1,814,910	2,516,812	-27.89%	(701,902)	1,811,396
Fines & Forfeitures	99,400	82,175	20.96%	17,225	104,824
Interest	218,710	95,530	128.94%	123,180	429,991
Debt Proceeds	0	0	0.00%	0	1,092,915
Miscellaneous	27,880	27,500	1.38%	380	116,943
Total Revenues	\$25,703,797	\$26,123,977	-1.61%	(\$420,180)	\$25,358,154
Expenditures					
General Government	\$3,363,932	\$3,257,617	3.26%	\$106,315	\$2,562,403
Police & Fire	10,569,018	10,290,842	2.70%	278,176	7,765,577
Public Works	5,714,792	5,540,658	3.14%	174,134	4,151,168
Community Development	1,658,019	1,773,946	-6.53%	(115,927)	1,056,909
Library	849,389	836,815	1.50%	12,574	601,136
Parks & Recreation	1,124,647	2,221,797	-49.38%	(1,097,150)	1,229,404
Debt service / Capital Lease	1,640,000	1,553,357	5.58%	86,643	2,519,927
Contingency / Other	0	231,795	-100.00%	(231,795)	95,249
Transfers Out	784,000	417,150	87.94%	366,850	417,150
Total Expenditures	\$25,703,797	\$26,123,977	-1.61%	(\$420,180)	\$20,398,925
Net Revenue Over Expense	\$0	\$0		\$0	\$4,959,230

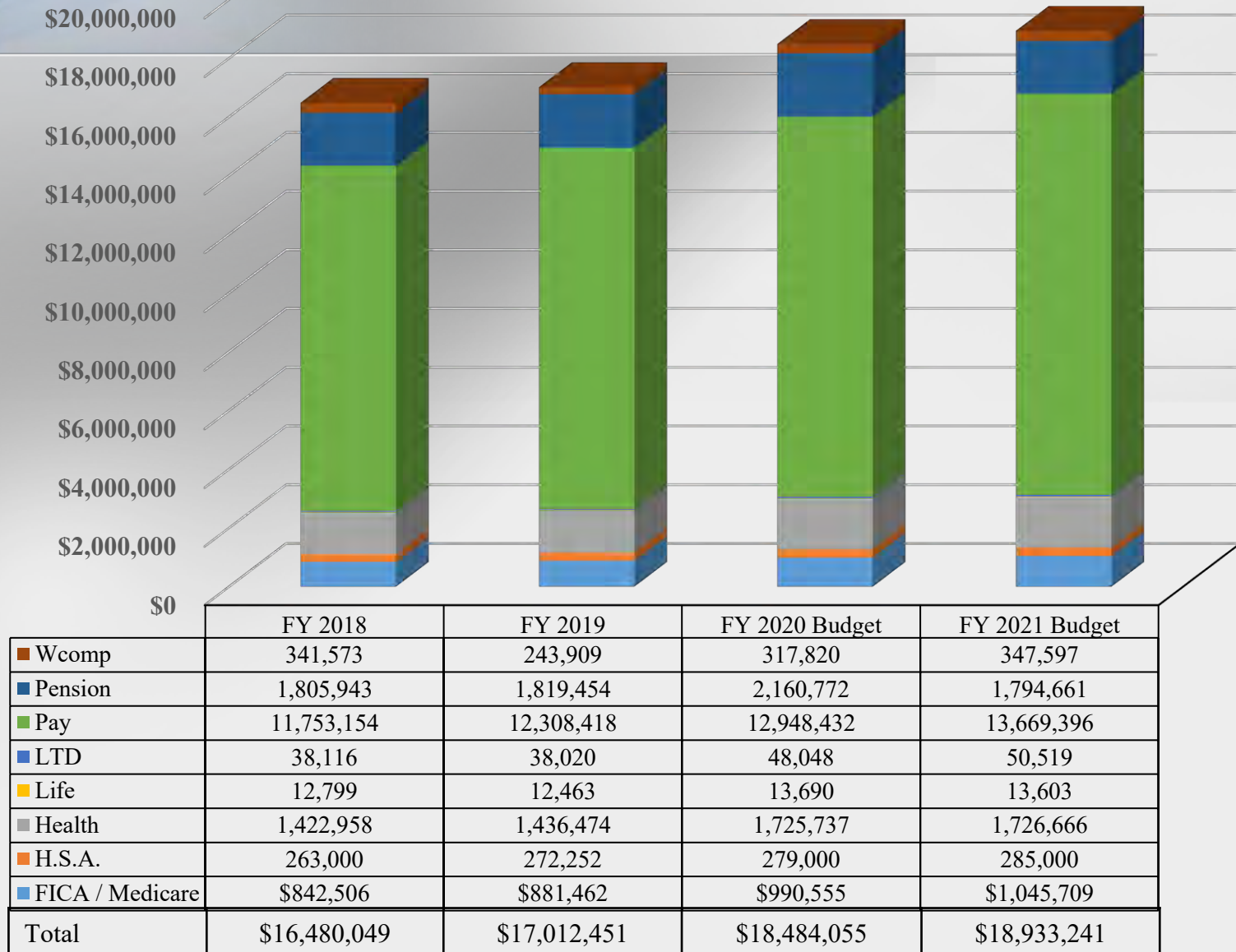
FY 2021 Personnel Cost Assumptions & Total Positions

Description	Budgetary Assumption			
	Non-Union	PBA	IAFF	FPE
Salary Range Adjustment	N/A	6% (10/1/2020)	3% (10/1/2020)	N/A
Merit Increase	4% (anniversary date)	3% (anniversary date)	4% (4/1/2021)	4% (4/1/2021)
Wage Adjustment	N/A	6% (anniversary date)	3% (10/1/2020)	\$750 bonus (10/1/2020)
Health Insurance	No Increase			
Workers' Compensation Insurance	10% increase			
Pension Contribution	ICMA	Police & Fire Pension		General Employees Pension
	15%	16%		12%

	FY 2021	FY 2020	Change
Full-Time	152	153	-1 FT
Part-Time	104	102	+2 PT

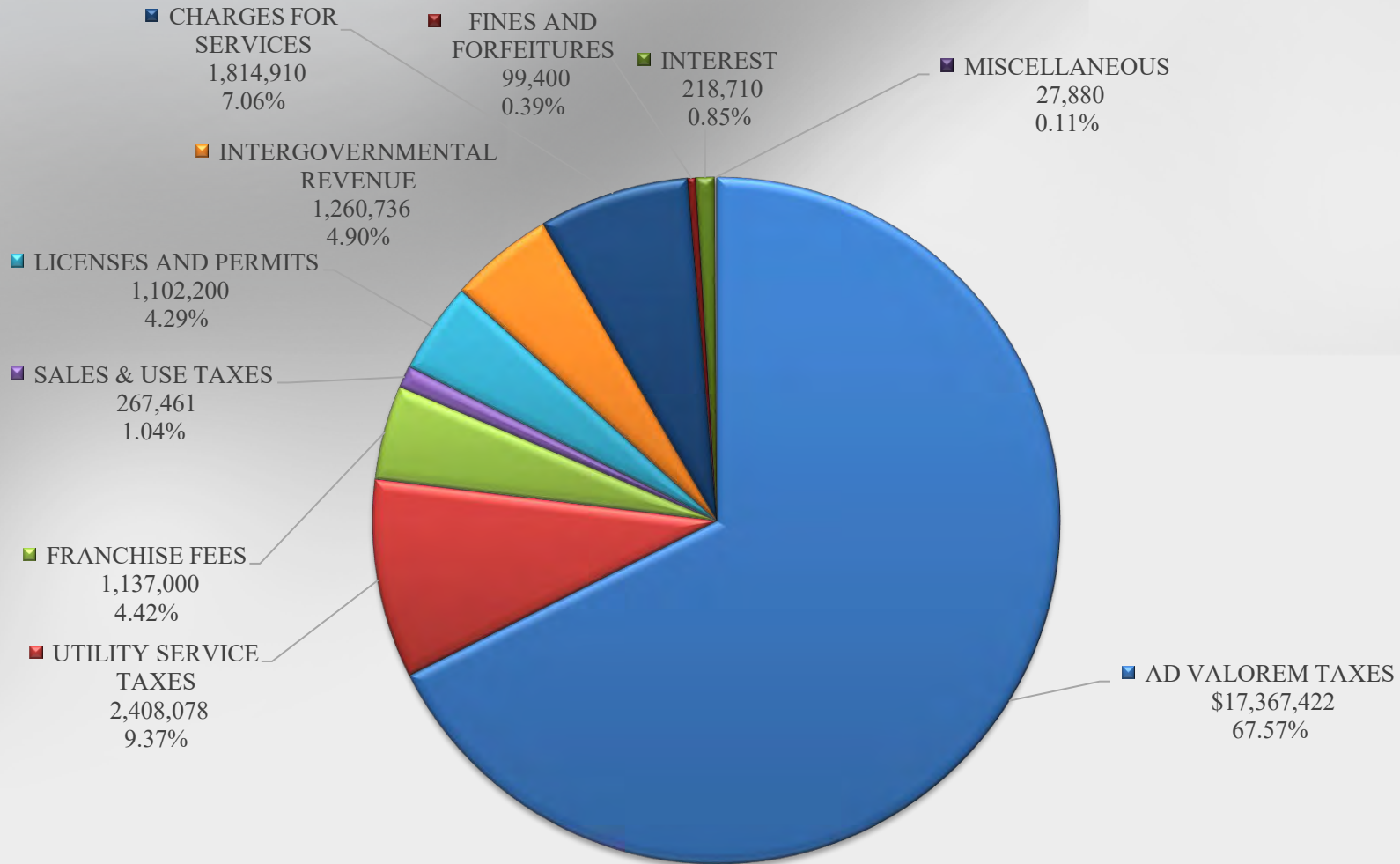
Total Personnel Costs

General Fund & Country Club combined



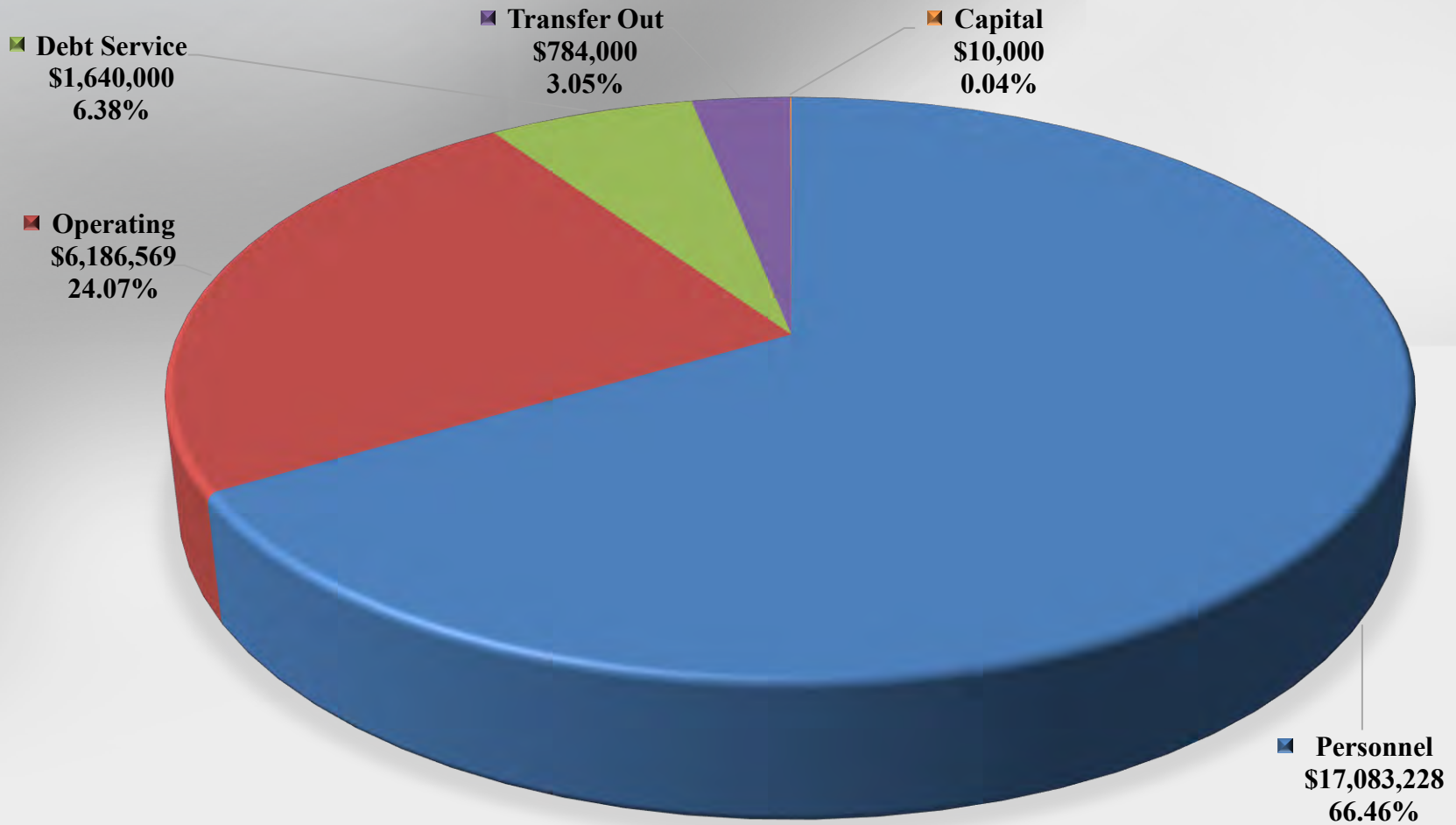
FY 2021 General Fund Revenues

Total Revenues = \$25,703,797



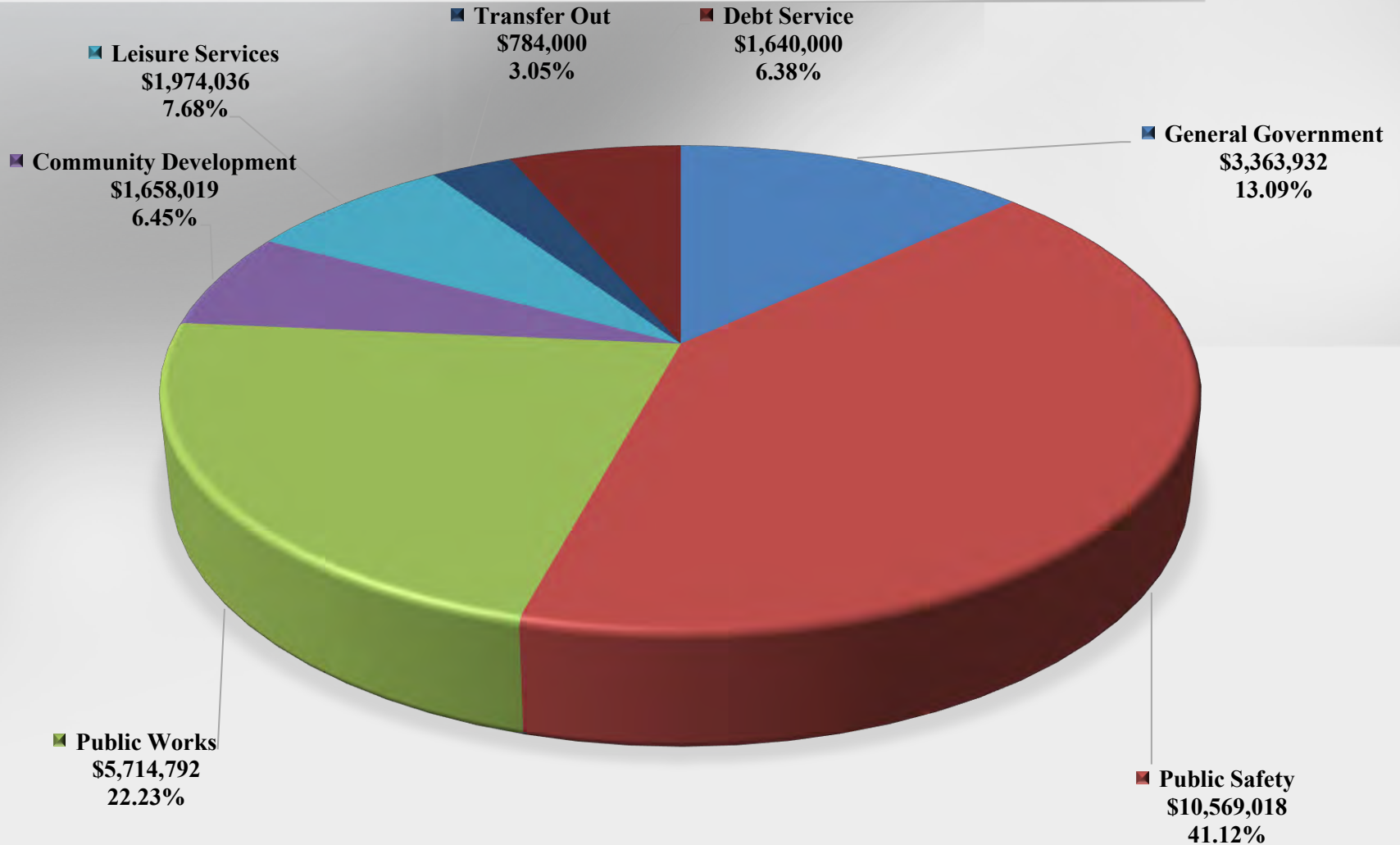
FY 2021 General Fund Expenses (by Function)

Total Expenses = \$25,703,797



FY 2021 General Fund Expenses (by Department)

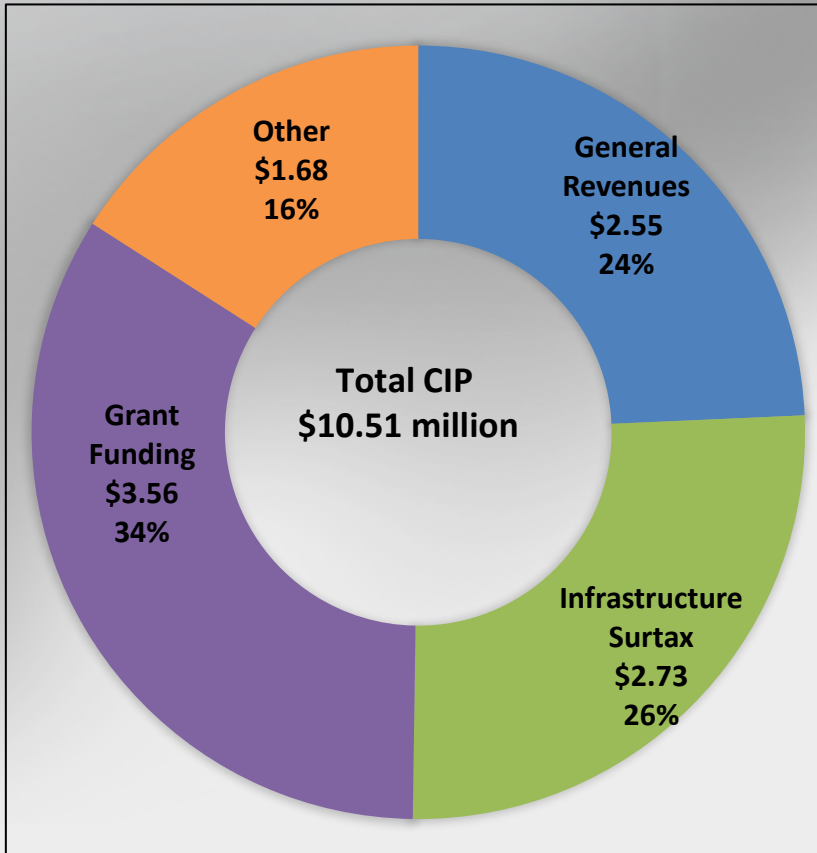
Total Expenses = \$25,703,797



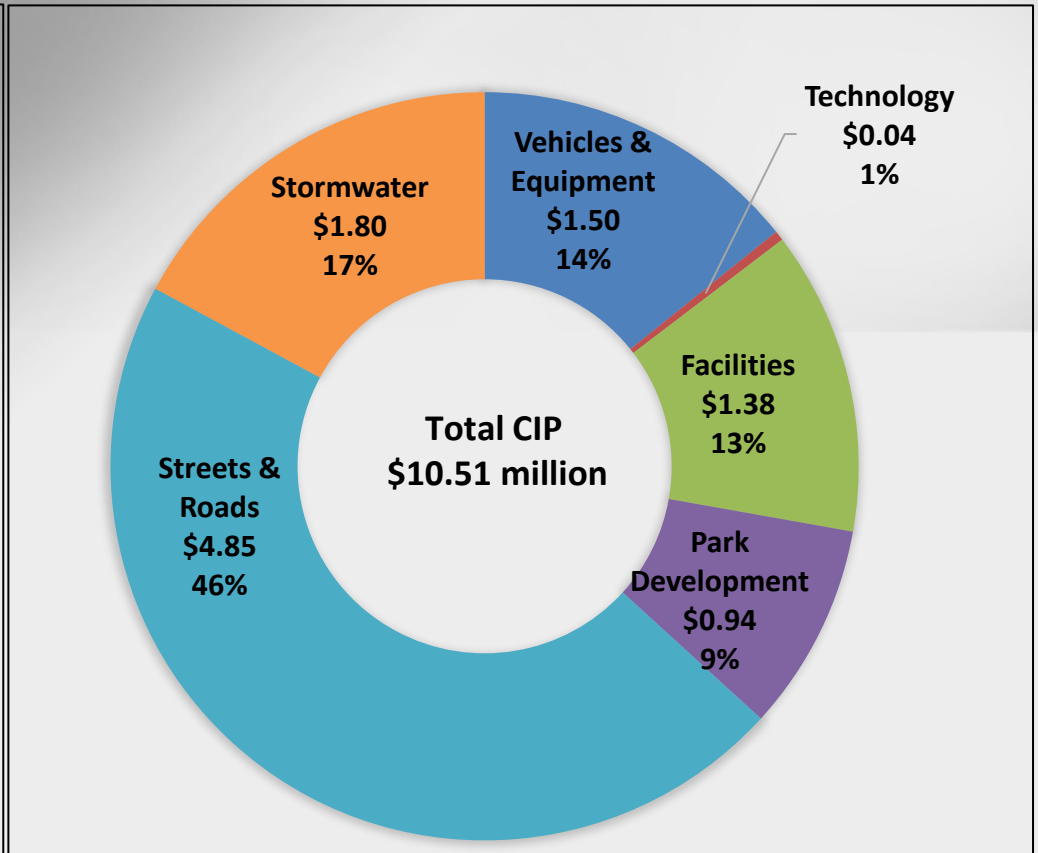
FY 2021 – FY 2025 Five-Year CIP Plan (Governmental)

Total 5 Year CIP = \$10,510,800

By Funding Source



By Category



Capital Improvement Plan (Governmental)

Cash Flow Summary FY 2021 - 2025

FUNDING SOURCES :	2021	2022	2023	2024	2025	Total
Beginning Balance	\$200,000	\$311,050	\$36,900	\$309,059	\$159,350	
General Revenue - Ad Valorem ①	510,000	525,300	541,059	557,291	574,009	2,707,659
Infrastructure Surtax	600,000	600,000	600,000	600,000	600,000	3,200,000
Grants	300,000	382,500	1,182,000	667,000	1,025,000	3,556,500
Other	0	0	550,000	550,000	575,000	1,675,000
TOTAL FUNDING SOURCES:	1,610,000	1,818,850	2,909,959	2,683,350	2,933,359	11,139,159
PROJECTS :						
Vehicles	0	181,000	43,000	88,000	135,000	447,000
Equipment	172,500	229,500	320,000	326,000	0	1,048,000
Technology	0	0	43,900	0	0	43,900
Village Facilities	71,450	241,450	210,000	250,000	110,000	882,900
Recreational Facilities	0	0	0	500,000	0	500,000
Park Development	450,000	270,000	224,000	0	0	944,000
Streets, Sidewalks, Bridges	605,000	710,000	1,210,000	810,000	1,510,000	4,845,000
Stormwater	0	150,000	550,000	550,000	550,000	1,800,000
TOTAL PROJECT COSTS :	1,298,950	1,781,950	2,600,900	2,524,000	2,305,000	10,510,800
ESTIMATED ENDING BALANCE	\$311,050	\$36,900	\$309,059	\$159,350	\$628,359	\$628,359

① CIP Transfer assumes 3% annual increase

FY 2021 Capital Outlay

Description	General Revenues	Infrastructure Surtax	Grant	Total
FYE 2020 Balance (Estimate)	\$0	\$200,000	\$0	\$200,000
FY 2021 Budget	510,000	600,000	300,000	1,410,000
Available Balance	\$510,000	\$800,000	\$300,000	\$1,610,000
FY 2021 Projects				
Anchorage Park Dry Storage	\$200,000		\$200,000	\$400,000
Asphalt Resurfacing-Streets		310,000		310,000
Battery Extrication Tool	19,500			19,500
Breathing Air Compressor & Fill Station	68,000			68,000
Bridge Improvement - Prosperity Farms		170,000		170,000
Community Center Playground Replacement			50,000	50,000
Lakeside Park Playground Renovation	35,000			35,000
Library Air Handler Replacement	71,450			71,450
Osborne Park Basketball Courts			50,000	50,000
Sidewalk Repairs		100,000		100,000
US1 Study – Phase II	25,000			25,000
Grand Total	\$418,950	\$580,000	\$300,000	\$1,298,950
Net	\$91,050	\$220,000	\$0	\$311,050

FY 2021 Taxable Value & Millage Selection

	FY 2021	FY 2020	% Increase / (Decrease)	\$ Increase / (Decrease)
Millage Rate	\$7.50 mils	\$7.50 mils	0%	\$0
Gross Taxable Value	\$2,437,532,823	\$2,344,581,746	3.96%	92,951,077
Budgeted Ad-Valorem	\$17,367,421	\$16,736,574	3.81%	630,847

Millage Selection Options

Description	Millage Rate	Budgetary Ad-Valorem	\$ Increase / (Decrease) over 2020 Ad-Valorem	% increase / (decrease) over FY 2021 RBR
Retain FY 2020 Millage Rate	\$7.5000	\$17,367,421	\$630,847	3.81%
FY 2021 Rolled Back Rate (RBR)	\$7.2247	\$16,729,921	\$ (6,653)	0.00%
FY 2021 Majority Vote Rate	\$7.4573	\$17,268,543	\$531,969	3.22%
FY 2021 Two-Thirds Vote Rate	\$8.2030	\$18,995,328	\$2,258,754	13.54%

Tentative Millage Rate is \$7.50 mils...This sets the maximum millage rate allowed for the Village. Council may reduce this rate for the FINAL Adopted Budget but may not increase it.

FY 2021 Country Club Highlights

- Recover from COVID shutdown and cautious optimism for upcoming year.
- Golf is performing well financially; exceeding last year's performance.
 - Continues to be the main revenue driver for the Clubhouse in both daily sales and membership dues.
 - Propose a 3% membership dues increase this year.
 - Increase walk-in rates up to \$5/round based on day, time and season
 - Addition of a Full-Time Assistant Golf Professional in order to provide adequate managerial coverage.
 - Course maintenance has increased 15% to include funding for the bunker and pond improvements.

FY 2021 Country Club Highlights

- Restaurant financial performance was excellent pre-COVID; met the \$2m gross revenue threshold.
 - Volume decreased after reopening but is showing positive signs of recovery.
 - Budget assumes \$100,000 in rent and reaching \$5m in gross sales (\$150,000 in revenue).
- Reintroducing Tennis and Pool operations into the Country Club Budget
 - Continue to make a transfer from the General Fund to the Country Club Budget to offset some of its costs.
 - General Fund contribution is similar to years past with goal to reduce overall transfer requirement.
 - Costs have increased due to maintenance at the pool and costs for the tennis pros.

FY 2021 Country Club Highlights

- Tennis & Pool Membership Increases
 - 3% increase in tennis & pool membership dues
 - 3% increase in Tennis League Fee
- Pool is increasing revenue
 - Programming for events on the deck, private party rentals and increased membership can enhance funding.
 - Developing low- to no-cost community events.
 - Extending hours of operations on Fridays and Saturdays.
- Tennis close to operating at break-even; excluding capital investments.
 - Restructuring fee schedule and enhanced caliber of instruction ensure lesson revenues offset tennis pro payroll.
 - More programming to be developed with higher rate of return and increase total membership to close the funding gap.

FY 2021 Country Club Highlights

- Strategic Initiatives
 - Develop a plan for the establishment of CC R&R Fund
 - Develop strategic plan to secure financial sustainability

FY 2021 Country Club Budget Summary

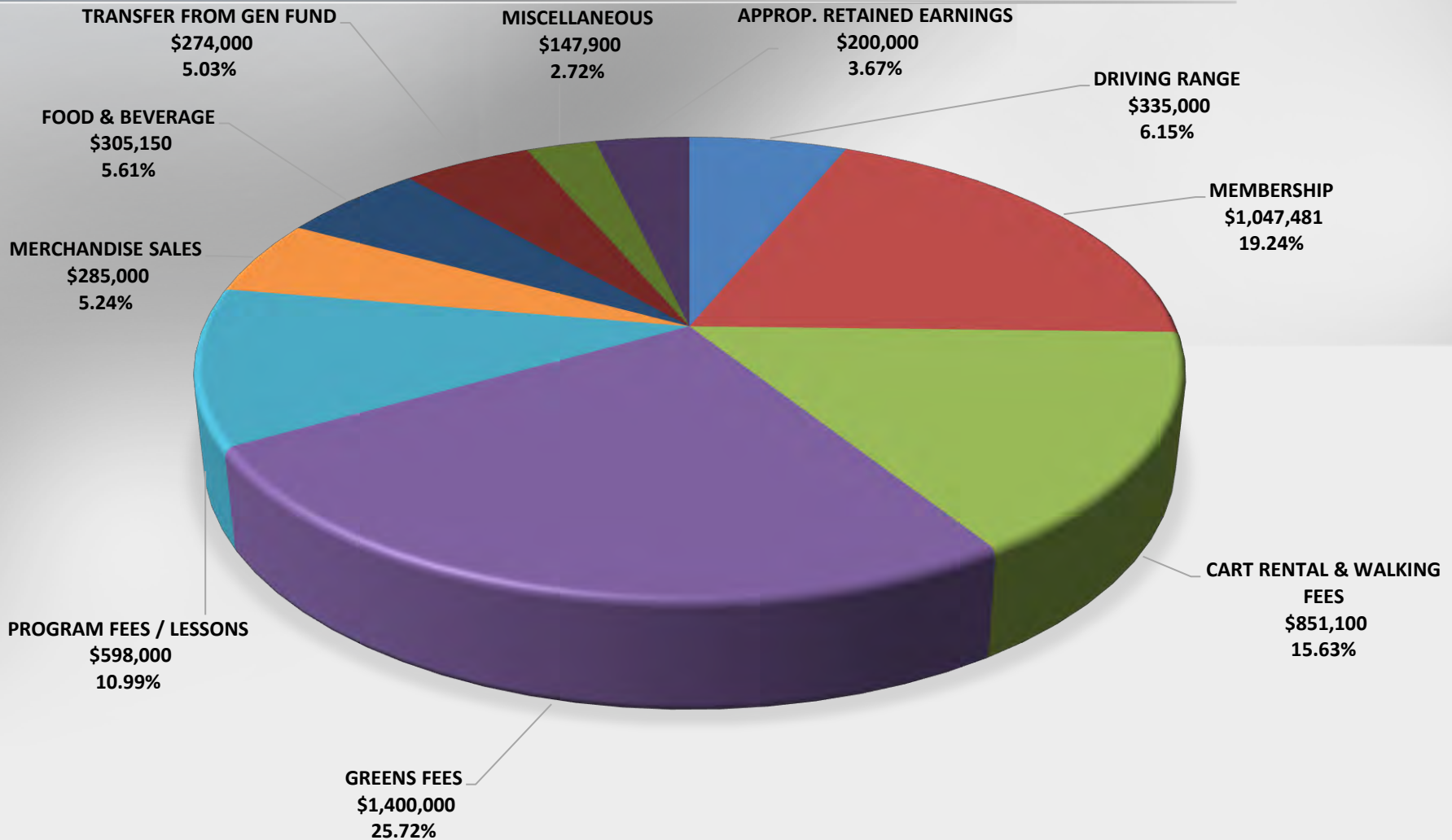
Revenue	FY 2021 Budget	FY 2020 Adopted Budget	% increase / (decrease)	\$ increase / (decrease)	Status as of June, 30 2020
Greens fee/cart rentals/membership fees	\$3,149,116	\$2,610,854	20.62%	\$538,262	\$2,549,468
Golf Shop revenues	359,000	406,000	-11.58%	(47,000)	259,396
Driving range revenues	335,000	360,000	-6.94%	(25,000)	229,693
Restaurant revenues	305,150	329,500	-7.39%	(24,350)	29,460
Tennis revenues	685,365	0	0.00%	685,365	0
Pool revenues	117,000	0	0.00%	117,000	0
Interest revenues	0	0	0.00%	0	0
Sale of Surplus	0	0	0.00%	0	1,458
Transfer from General Fund for Pool & Tennis	274,000	0	0.00%	274,000	0
Appropriated Retained Earnings	200,000	261,234	-23.44%	(61,234)	0
Miscellaneous	19,000	16,000	18.75%	3,000	29,109
Total Revenues	\$5,443,631	\$3,983,588	36.65%	\$1,460,043	\$3,098,584
Expenses					
Personnel Costs	\$1,850,013	\$1,006,219	83.86%	\$843,794	\$719,068
Operating Costs					
Golf Course Maintenance	1,721,600	1,430,000	20.39%	291,600	1,097,381
Golf Shop & Range	555,919	600,925	-7.49%	(45,006)	473,990
Food & Beverage	20,000	50,000	-60.00%	(30,000)	31,318
Country Club Administration	29,390	13,700	114.53%	15,690	19,808
Clubhouse & Grounds	370,200	392,500	-5.68%	(22,300)	217,558
Tennis	155,900	0	0.00%	155,900	0
Pool	157,420	0	0.00%	157,420	0
Insurance & General Liability	40,000	46,555	-14.08%	(6,555)	21,104
Attorney Fees	10,000	10,000	0.00%	0	3,517
Capital Outlay				0	
Capital Outlay	99,500	0	0.00%	99,500	18,331
Debt Service				0	
Debt Service	433,689	433,689	0.00%	0	199,079
Reserves				0	
Contingency	0	0	0.00%	0	0
Total Expenses	\$5,443,631	\$3,983,588	36.65%	\$1,460,043	\$2,801,156
Revenues over (under) expenses	\$0	\$0		\$0	\$297,428
# Rounds	47,500	42,500		5,000	25,296

FY 2021 Country Club Budget Summary

Description	Golf	Tennis	Pool	F&B	Admin & Grounds	Total
Total Revenue	\$3,843,116	\$777,365	\$299,000	\$305,150	\$219,000	\$5,443,631
<u>Expenses</u>						
Personnel	\$801,005	\$604,092	\$110,074	\$0	\$333,842	\$1,850,013
Operating	2,277,519	155,900	157,420	20,000	449,590	3,060,429
Capital	52,500	17,000	30,000	0	0	99,500
Debt Svc	433,689	0	0	0	0	433,689
Total Expenses	\$3,564,713	\$776,992	\$298,494	\$20,000	\$783,432	\$5,443,631
Net	\$278,403	\$373	\$506	\$285,150	(\$564,432)	\$0

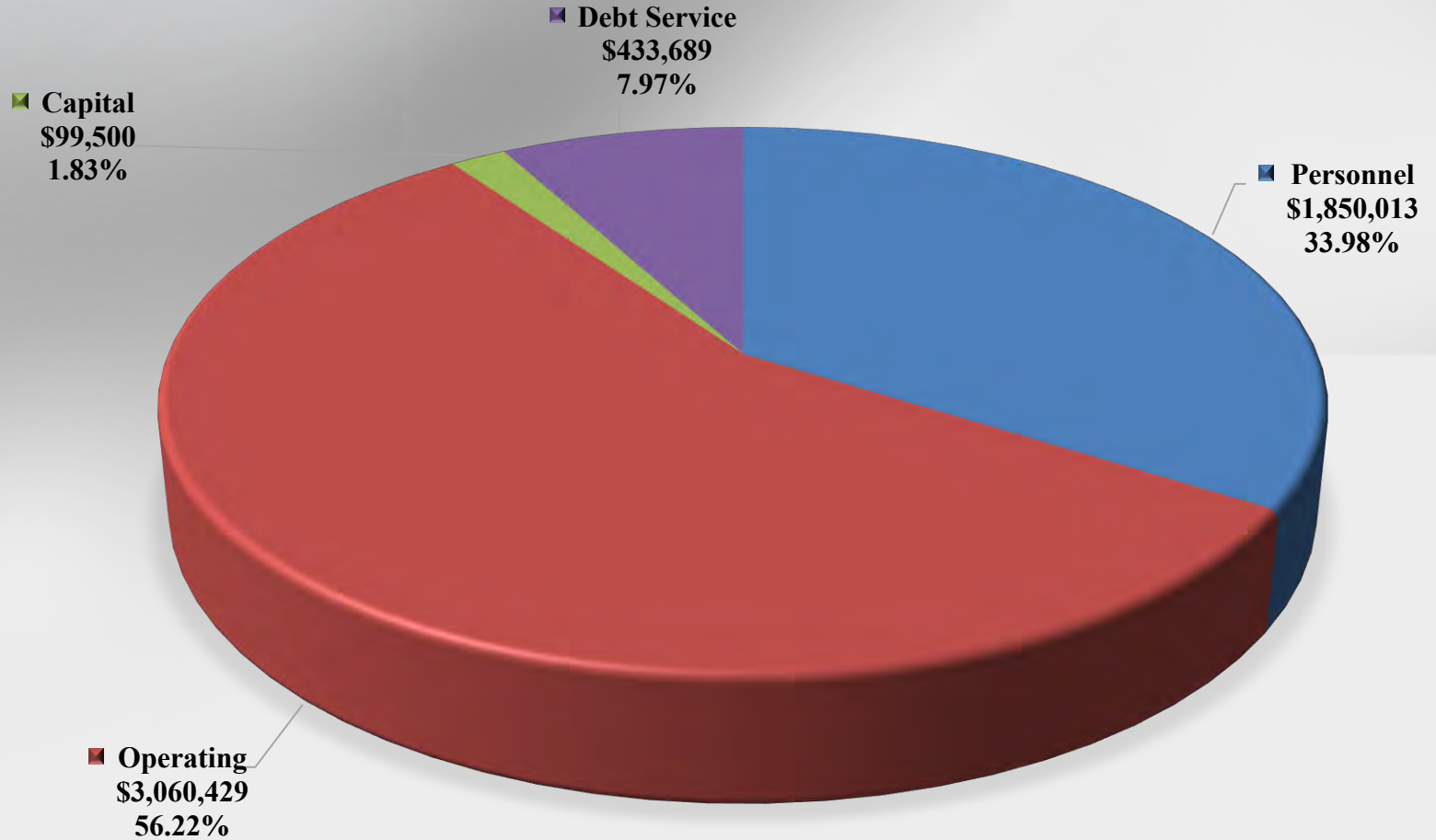
Country Club Revenues

Total Revenues = \$5,443,631



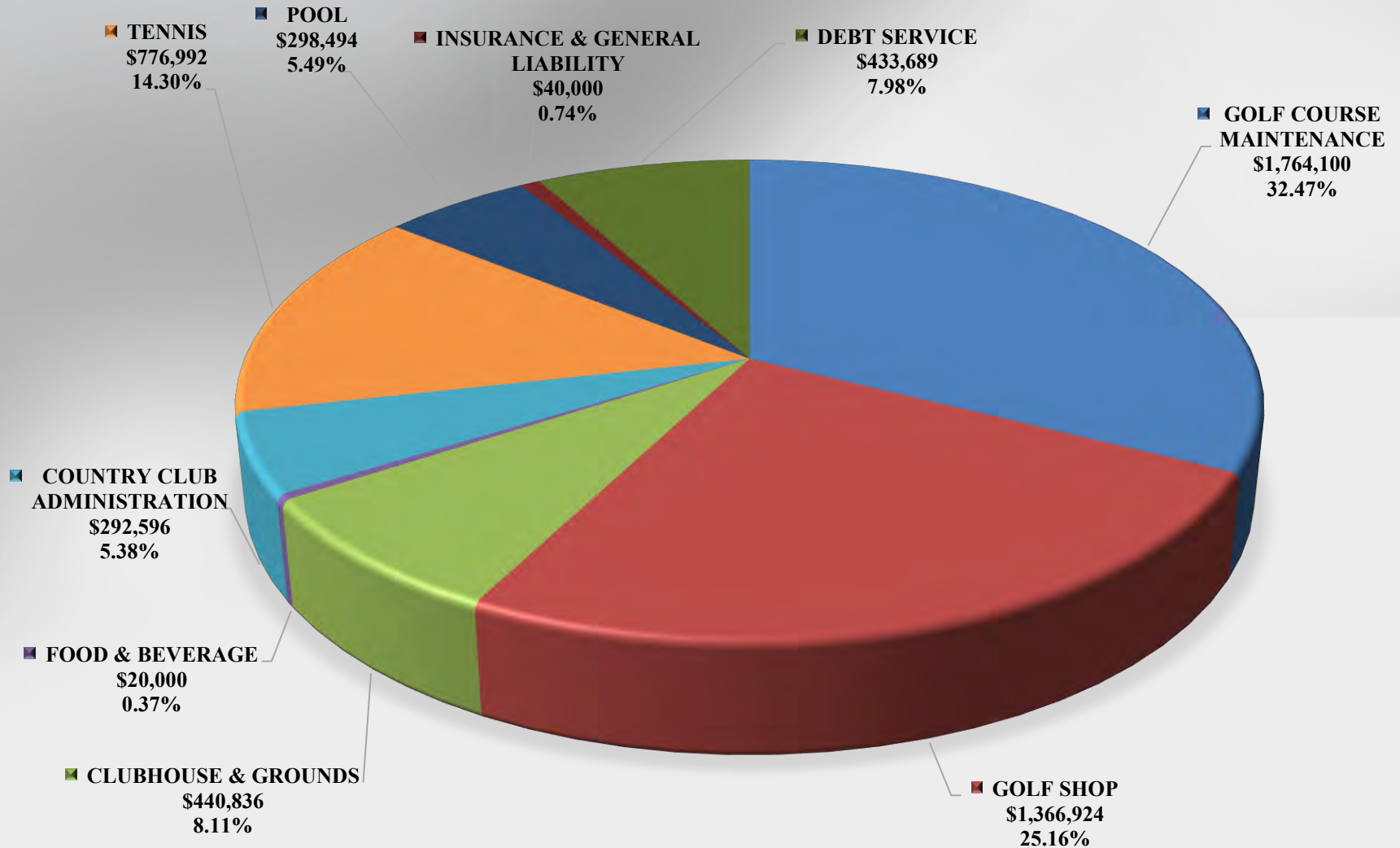
Country Club Expenses (by Function)

Total Expenses = \$5,443,631



Country Club Expenses (by Department)

Total Expenses = \$5,443,631



Country Club Highlights

Debt Service - Golf

FY	Golf Course (\$4.89m)	Golf Course (\$1.7m)	Total Country Club
2021	\$398,159	\$35,530	\$433,689
2022	398,159	35,530	433,689
2023	398,159	35,530	433,689
2024	199,080	35,530	234,610
2025		447,436	447,436
2026		447,436	447,436
2027		447,436	447,436
2028		447,436	447,436
Total	\$1,393,557	\$1,931,864	\$3,325,421

Clubhouse Debt Discussion

- Currently paid by General Fund
- Share between Country Club & General Fund generally based upon area allocation

FY	Clubhouse (\$8.9m)	Clubhouse (\$6.1m)	Total General Fund
2021	\$283,910	\$1,007,884	\$1,291,794
2022	283,910	1,010,187	1,294,097
2023	283,910	1,011,167	1,295,077
2024	283,910	1,010,824	1,294,734
2025	1,178,910	114,158	1,293,068
2026	1,295,360		1,295,360
2027	1,292,184		1,292,184
2028	1,293,051		1,293,051
2029	1,292,801		1,292,801
2030	1,296,435		1,296,435
2031	1,293,793		1,293,793
2032	1,295,035		1,295,035
Total	\$11,373,207	\$4,154,220	\$15,527,427

FY 2020-2021 Budget Workshop Schedule

<input checked="" type="checkbox"/>	Thursday	May 7, 2020	7 – 10 pm	Council Strategic Planning Workshop # 1
<input checked="" type="checkbox"/>	Tuesday	June 9, 2020	8 – 1 pm	Council Strategic Planning Workshop # 2
<input checked="" type="checkbox"/>	Thursday	July 9, 2020	7:30 pm	Council Meeting Council Strategic Planning Workshop # 3
<input checked="" type="checkbox"/>	Thursday	July 16, 2020	7 – 10 pm	Manager’s Proposed Budget Overview
<input checked="" type="checkbox"/>	Thursday	July 23, 2020	7:30 pm	Council Meeting Public Hearing to set Tentative Millage Rate
<input checked="" type="checkbox"/>	Saturday	August 15, 2020	9 – 3 pm	Council Budget Workshop with Departments
	Thursday	September 10, 2020	7:30 pm	Council Meeting – 1 st Public Hearing Adopt FY2021 Budget & Final Millage on 1 st Reading
	Thursday	September 24, 2020	7:30 pm	Council Meeting – 2 nd Public Hearing Adopt FY2021 Budget & Final Millage on 2 nd Reading