# AGENDA



First Budget Hearing Tuesday, September 6<sup>th</sup>, 2022 5:01 p.m.

#### FIRST BUDGET HEARING

#### TUESDAY, SEPTEMBER 06, 2022

#### 5:01 P.M.

#### 1. CALL TO ORDER/ROLL CALL OF MEMBERS

- 2. **PUBLIC COMMENTS:** Any person wishing to address the Council, should state their name, and address, prior to making the statement, for the record.
- **3. BUDGET ITEMS**

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**B**.

TAB 1

**TAB3** 

A RESOLUTION OF INDIAN CREEK VILLAGE, FLORIDA, ADOPTING THE PROPOSED MILLAGE RATE OF THE VILLAGE FOR THE FISCAL YEAR COMMENCING OCTOBER 1, 2022 THROUGH SEPTEMBER 30, 2023, PURSUANT TO FLORIDA STATUTE 200.065 (TRIM BILL); SETTING A DATE FOR A FINAL PUBLIC HEARING TO ADOPT THE MILLAGE RATE; PROVIDING FOR AN EFFECTIVE DATE. (Resolution # 842)

#### ORDINANCE

FIRST READING: TAB 2 AN ORDINANCE OF THE VILLAGE OF INDIAN CREEK FLORIDA ADOPTING THE BUDGET FOR THE FISCAL YEAR COMMENCING OCTOBER 1, 2022 THROUGH SEPTEMBER 30, 2023, PURSUANT TO FLORIDA STATUTE 200.065 (TRIM BILL); PROVIDING FOR AN EFFECTIVE DATE. (Ordinance # 231) (SECOND READING SCHEDULED ON SEPTEMBER 22, 2022)

SERVE

- 4. **RESOLUTIONS:** 
  - A. A RESOLUTION OF THE VILLAGE COUNCIL OF INDIAN CREEK VILLAGE, FLORIDA, ADOPTING A PAY PLAN FOR THE 2023 FISCAL YEAR COMMENCING OCTOBER 1, 2022, AND ENDING SEPTEMBER 30, 2023; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. (Resolution # 843)
- 5. SCHEDULE OF FUTURE MEETINGS:
  - A. <u>SECOND BUDGET HEARING</u> Scheduled for Thursday, September 22, 2022.
- 6. ADJOURNMENT

# **TAB 1**

#### **RESOLUTION NO. 2022-842**

A RESOLUTION OF INDIAN CREEK VILLAGE, FLORIDA, ADOPTING THE PROPOSED MILLAGE RATE OF THE VILLAGE FOR THE FISCAL YEAR COMMENCING OCTOBER 1, 2022 THROUGH SEPTEMBER 30, 2023, PURSUANT TO FLORIDA STATUTE 200.065 (TRIM BILL); SETTING A DATE FOR A FINAL PUBLIC HEARING TO ADOPT THE MILLAGE RATE; PROVIDING FOR AN EFFECTIVE DATE.

**WHEREAS,** on July 13, 2022, the Village determined the "Proposed Millage Rate" for the fiscal year commencing October 1, 2022, and further scheduled the first public hearing required by Section 200.065 of the Florida Statutes to be held on September 06, 2022, at 5:01 p.m.; and

WHEREAS, the Property Appraiser has properly noticed the first public hearing scheduled for September 06, 2022, at 5:01 p.m. to be held using communications media technology as required by Chapter 200 of the Florida Statutes.

WHEREAS, the first public hearing, as required by Section 200.065(2)(c), was held by the Village Council on September 06, 2022, commencing at 5:01 p.m., as previously noticed, and the public and all interested parties had the opportunity to address their comments to the Village Council and the Village Council has considered the comments of the public regarding the proposed millage rate and has complied with the "TRIM" requirements of the Florida Statutes.

# NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF INDIAN CREEK VILLAGE:

Section 1. <u>Recitals Adopted.</u> That the above-stated recitals are hereby adopted and confirmed.

Section 2. Adoption of Tentative Millage Rate. That the tentative millage rate for Indian Creek Village for the fiscal year commencing October 1, 2022, through September 30, 2023, be and is hereby fixed at the rate of 6.3000 mills, which is \$6.300 dollars per \$1,000.00 of assessed property value within Indian Creek Village, and which is 14.64% greater than the rolledback rate of 5.4955 mills.

Section 3. <u>Announcement of Final Public Hearing.</u> That a second public hearing to finalize the budget and adopt a millage rate for the fiscal year commencing October 1, 2022 through September 30, 2023, be and is hereby set for Thursday, September 22, 2022, at 5:01 p.m.

Section 4. Directions to Clerk. That the Village Clerk be and is hereby directed to advertise said public hearing as required by law.

Section 5. Effective Date. That this Resolution shall be effective immediately upon adoption.

PASSED and ADOPTED this 6<sup>th</sup> day of September, 2022.

BERNARD KLEPACH, MAYOR

ATTEST:

ROSEANN PRADO, VILLAGE CLERK

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

WEISS SEROTA HELFMAN COLE & BIERMAN, P.L. VILLAGE ATTORNEY

# **TAB 2**

# Memorandum

To:	Guillermo	Olmedillo,	Village Manager

From: Beatrice Good, Finance Director

Date: 08/22/22

Re: FY2023 Proposed Budget

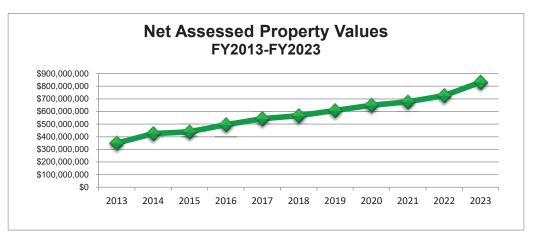


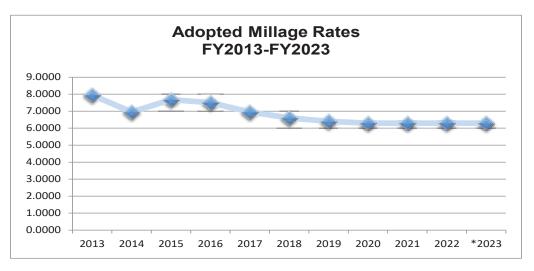
The proposed village-wide budget for fiscal year 2023 totals \$7,563,585. A 35% increase over the current budget. Below are the contributing factors:

#### General Fund, \$6,092,968

#### Revenues

- Certified taxable property values totaled \$831,971,445, the highest in Village history. This one-year increase amounts to \$108,810,207 when compared to the previous years' final values.
- Consequently, adopted millage rates have been reduced and stabilized at a rate of 6.3000 mills per \$1,000 of taxable value for the fourth consecutive year. The charts below reflect the historic progression:





- Ad valorem taxes, the main revenue source within the General Fund, generate \$4,979,349, when calculated at the current millage rate of 6.3000. *This rate is 14.64% over the roll back rate of 5.4955 mills.*
- A Roadway Improvement Special Assessment in the amount of \$942,894 has been budgeted to service the annual principal and interest on the corresponding15-year loan.
- State and local tax revenue was adjusted per estimates provided by the Department of Revenue. Combined electric franchise fees, an annual inter-fund transfer and miscellaneous revenue sources total \$170,725.
- Budgeted revenues exceed expenditures by \$839,973. These excess funds are in addition to the current unassigned fund balance of \$4,416,601 and are available for future Village needs.

#### Expenditures – by function

- Personnel costs increased by 10% and total \$3,133,200 (Administration \$408,895, and Public Safety \$2,724,305 respectively). Staffing consists of the following 19-fulltime positions: Manager, Clerk, Facilities Coordinator, Chief of Police, Captains (2), Sergeants (2), Officers (7), and Public Service Aides (4). Based on the 11% Consumer Price Index reported by the Bureau of Labor Statistics for the Miami/Fort Lauderdale/West Palm Beach area for June 2022, a 5% Cost of Living increase has been incorporated for staff as well as a 5% Step increase for five (5) eligible members. Additionally, officers and public service aides are being provided a monthly fuel/toll stipend of \$300 per officer and \$200 per aide. Employee benefits were adjusted to include a 10% increase in insurance premiums.
- <u>Operations & Maintenance</u> expense were increased by 15% and total \$1,134,035. Included are three additional vehicle leases totaling \$43,500. This specific cost is completely offset with the use of restricted law enforcement reserve funds. Service contracts, vehicle fuel, utilities, operating supplies and education and training have been adjusted to capture current inflationary costs.
- <u>Debt Service</u> is budgeted at **\$954,260** as required to service the semi-annual interest and principal payment due for the roadway improvement loan. This is offset by the previously mentioned special assessment revenue.
- <u>Contingency</u> funds budgeted total **\$75,000** and are earmarked for disaster recovery within the public safety department.

#### Federal Forfeiture, \$473,635

- Federal Seizure Proceeds are the only revenue source in this fund and have been estimated based on unreleased seizure fund data.
- Expenditures include a \$427,500 repayment of the revolving promissory note obtained to complete the perimeter project. The note matures in January 2024.

#### Building Fund, \$190,150

- Building Permit fees are the only revenue source in this fund and have been adjusted based on current and projected activity levels.
- Expenditures include one (1) fulltime administrative salary (Permit/Deputy Clerk) plus benefits, three (3) part-time inspectors, contractual building official and structural inspection services and related document and plan scanning and storage fees.

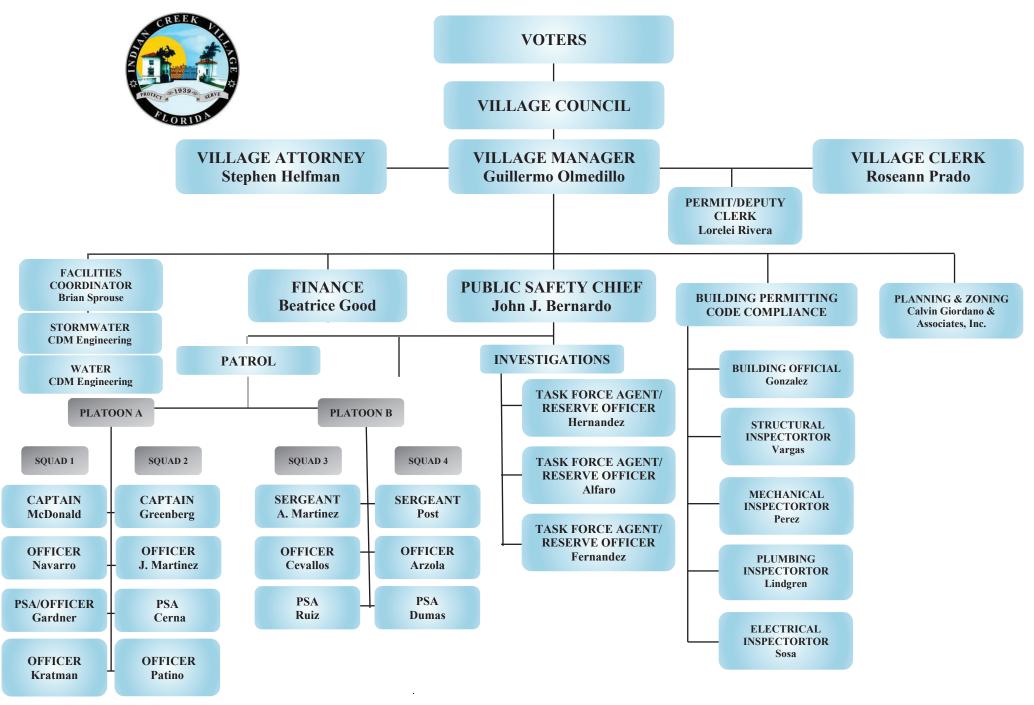
#### Stormwater Fund, \$186,050

- Proposed rates remain the same.
- Expenditures include engineering fees, repairs and maintenance and an annual operating transfer to the General Fund.
- Budgeted revenues exceed expenditures, generating a surplus of \$76,650 which will be reserved for the future needs of the stormwater utility.

#### Water Utility Fund, \$577,282

- Water utility rates have been increased by 6.98% to capture current Miami-Dade wholesale rates.
- Expenditures include engineering fees, bulk water purchase from Miami-Dade, water quality monitoring, repairs and maintenance and an annual operating transfer to the General Fund.
- Budgeted revenues exceed expenditures, generating a surplus of \$90,632 which will be reserved for the future needs of the water utility.

### **Organizational Chart**



#### **ORDINANCE NO. 231**

#### AN ORDINANCE OF THE VILLAGE OF INDIAN CREEK FLORIDA, APPROVING AND ADOPTING THE BUDGET FOR THE FISCAL YEAR COMMENCING OCTOBER 1, 2022, THROUGH SEPTEMBER 30, 2023; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

**WHEREAS** the Village Manager presented to the Village Council a "Tentative General Fund Operating Budget" for the fiscal year commencing October 1, 2022, and ending September 30, 2023, and the Village Council scheduled the first public hearing required by Section 200.065(2)(c) of the Florida Statutes to be held on September 06, 2022; and

WHEREAS, the Property Appraiser has properly noticed the public hearing scheduled for September 06, 2022, at 5:01 p.m., to be held using communications media technology as required by Chapter 200 of the Florida Statutes.

WHEREAS, after being duly noticed in accordance with Florida law, on September 06, 2022, the Village Council held a public hearing on the tentative budget and proposed millage rate, and a second public hearing on September 22, 2022, to finalize the budget for the Fiscal Year beginning October 1, 2022, and ending September 30, 2023 and adopt a millage rate; and

**WHEREAS** all interested parties have had the opportunity to address their comments to the Village Council and the Village Council has had an opportunity to amend the tentative budget and has complied with the "TRIM" requirements of the Florida Statutes.

# NOW, THEREFORE, BE IT ORDAINED BY THE VILLAGE COUNCIL OF INDIAN CREEK VILLAGE:

Section 1. Recitals Adopted. That the above-stated recitals are hereby adopted and confirmed.

Section 2. <u>Adopting Final Budget.</u> That the Village's Budget for the fiscal year commencing October 1, 2022, and ending September 30, 2023, attached hereto, and incorporated herein as Exhibit "A," is hereby approved and adopted as Indian Creek Village's final budget for the Fiscal Year 2022-2023 (the "Budget").

<u>Section 3.</u> <u>Severability.</u> That the provisions of this Ordinance are declared to be severable and if any section, sentence, clause or phrase of this Ordinance shall for any reason be held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining sections, sentences, clauses, and phrases of this Ordinance but they shall remain in effect, it being the legislative intent that this Ordinance shall stand notwithstanding the invalidity of any part.

Section 4. Effective Date. That this Ordinance shall be effective immediately upon adoption on second reading and shall be applicable from and after October 1, 2022, for fiscal year 2022-2023.

PASSED on first reading on the  $6^{th}$  day of September 2022.

PASSED AND ADOPTED on second reading on the 22<sup>nd</sup> day of September 2022.

BERNARD KLEPACH MAYOR

ATTEST:

#### ROSEANN PRADO, VILLAGE CLERK

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

WEISS SEROTA HELFMAN COLE & BIERMAN, P.L. VILLAGE ATTORNEY



# **Indian Creek Village**



Proposed Budget Fiscal Year 2022-2023

# Indian Creek Village Proposed Budget - Fiscal Year 2023 General Fund Summary

	FY2020	FY2021	FY2022	FY2023	variance	
Description	Actuals	Actuals	Adopted	Proposed	%	Amount
AD-VALOREM TAXES	\$3,974,613	\$4,150,204	\$4,328,120	\$4,979,349	15%	\$651,229
SPECIAL ASSESSMENT	\$0	\$0	\$0	\$942,894	100%	\$942,894
STATE AND LOCAL TAXES	\$16,172	\$18,832	\$19,079	\$20,675	8%	\$1,596
FRANCHISE FEES	\$56,395	\$49,290	\$50,000	\$50,000	0%	\$0
FEDERAL GRANTS	\$11,691	\$24,056	\$44,576	\$0	-100%	(\$44,576)
COUNTY GRANTS	\$0	\$20,524	\$0	\$0	0%	\$0
STATE & LOCAL FINES/FORFEITURES	\$156,772	\$67,005	\$550	\$550	0%	\$0
CHARGES FOR SERVICES	\$8,862	\$16,576	\$16,850	\$7,000	-58%	(\$9,850)
OTHER REVENUE	\$478,818	\$53,542	\$10,500	\$7,500	-29%	(\$3,000)
OPERATING TRANSFERS - IN	\$85,000	\$85,000	\$85,000	\$85,000	0%	\$0
LOAN PROCEEDS	\$0	\$1,020,000	\$0	\$0	0%	\$0
Total Revenues	\$4,843,900	\$5,505,029	\$4,554,675	\$6,092,968	34%	\$1,538,293
PERSONNEL	\$2,438,188	\$2,627,558	\$2,844,404	\$3,133,200	10%	\$288,796
<b>OPERATIONS &amp; MAINTENANCE</b>	\$882,391	\$911,646	\$982,936	\$1,134,035	15%	\$151,099
CAPITAL OUTLAY	\$347,164	\$351,139	\$5,000	\$0	-100%	(\$5,000)
DEBT SERVICE	\$0	\$496	\$440,331	\$954,260	117%	\$513,929
CONTINGENCY	\$67,174	\$186,478	\$75,000	\$75,000	0%	\$0
Total Expenditures	\$3,734,918	\$4,077,317	\$4,347,671	\$5,296,495	22%	\$948,824
OTHER SOURCES/(USES):						
RESTRICTED Building Permit Funds	(\$116,472)	\$131,726	(\$118,762)	\$0		
RESTRICTED Law Enforcement Funds	\$0	\$0	\$0	(\$43,500)		
UNASSIGNED Available Funds	\$1,225,454	\$1,295,986	\$325,765	\$839,973		
Total Other Sources/(Uses)	\$1,108,982	\$1,427,712	\$207,004	\$796,473		
Excess Revenue/Expenditures	\$0	\$0	\$0	\$0		

### Indian Creek Village Proposed Budget - Fiscal Year 2023 Federal Forfeiture Fund

	FY2020	FY2021	FY2022	FY2023	
General Ledger Code/Description	Actual	Actual	Adopted	Proposed	variance
358 - FEDERAL SEIZURE PROCEEDS	\$184,915	\$177,529	\$125,000	\$472,635	74%
361 - INTEREST INCOME	\$340	\$732	\$100	\$1,000	90%
Total Revenues	\$185,255	\$178,261	\$125,100	\$473,635	74%
31 - PROFESSIONAL SERVICES	\$11,053	\$19,840	\$0	\$0	0%
32 - ACCOUNTING & AUDITING	\$8,755	\$8,756	\$10,500	\$7,000	-33%
44 - RENTALS & LEASES	\$28,823	\$46,755	\$46,752	\$39,135	-16%
48 - SPONSORSHIPS & INITIATIVES	\$1,750	\$0	\$8,050	\$0	-100%
54 - MEMBERSHIPS & TRAINING	\$0	\$0	\$7,000	\$0	-100%
64 - CAPITAL OUTLAY	\$10,000	\$1,804	\$5,000	\$0	0%
71 - DEBT SERVICE - PERIMETER PROJECT	\$0	\$0	\$0	\$427,500	100%
Total Expenditures	\$60,381	\$77,154	\$77,302	\$473,635	84%
OTHER SOURCES/(USES):					
*RESTRICTED FUND BALANCE	\$124,874	\$101,107	\$47,798	\$0	
Excess Revenue/Expenditures	\$0	\$0	\$0	\$0	

\* fund balance @ 09/30/21 = \$256,938

### Indian Creek Village Proposed Budget - Fiscal Year 2023 Building Fund

	FY2020	FY2021	FY2022	FY2023	
General Ledger Code/Description	Actual	Actual	Adopted	Proposed	variance
322 - BUILDING PERMITS	\$55,576	\$307,162	\$150,000	\$190,000	27%
361 - INTEREST INCOME	\$0	\$54	\$75	\$150	100%
Total Revenues	\$55,576	\$307,216	\$150,075	\$190,150	27%
12 - CLERK	\$85,004	\$64,489	\$68,711	\$65,000	-5%
12 - INSPECTORS	\$60,500	\$27,815	\$27,815	\$29,206	5%
21 - PAYROLL TAXES	\$8,819	\$7,061	\$7,384	\$7,208	-2%
22 - RETIREMENT CONTRIBUTIONS	\$7,637	\$7,739	\$8,245	\$7,800	-5%
23 - LIFE/HEALTH/DISABILITY INSURANCE	\$9,730	\$9,776	\$9,821	\$14,865	51%
24 - WORKERS COMPENSATION	\$3,466	\$3,207	\$4,850	\$3,540	-27%
31 - PROFESSIONAL SERVICES	\$16,705	\$36,564	\$40,500	\$37,000	-9%
32 - ACCOUNTING & AUDITING	\$4,515	\$4,494	\$7,500	\$7,500	0%
41 - COMMUNICATIONS & POSTAGE	\$839	\$1,931	\$3,790	\$3,790	0%
43 - UTILITIES	\$683	\$643	\$700	\$840	20%
44 - DOCUMENT STORAGE	\$1,520	\$6,489	\$10,000	\$6,500	-35%
47 - PRINTING & SCANNING	\$992	\$2,402	\$3,000	\$4,000	33%
51 - OFFICE SUPPLIES	\$1,855	\$2,880	\$1,500	\$2,902	93%
64 - CAPITAL OUTLAY - EQUIPMENT	\$0	\$0	\$2,500	\$0	-100%
Total Expenditures	\$202,265	\$175,490	\$196,316	\$190,150	-3%
Other Sources/(Uses):					
*Restricted Fund Balance	(\$146,688)	\$131,726	(\$46,241)	\$0	
Excess Revenue/Expenditures	\$0	\$0	\$0	\$0	

\*balance @ 09/30/21 = \$419326

## Indian Creek Village Proposed Budget - Fiscal Year 2023 Stormwater Fund

	FY2020	FY2021	FY2022	FY2023	
General Ledger Code/Description	Actuals	Actuals	Adopted	Proposed	variance
343 - STORMWATER FEES	\$181,909	\$186,117	\$183,550	\$183,550	0.00%
361 - INTEREST INCOME	\$6,519	\$5,209	\$2,500	\$2,500	0.00%
Total Revenues	\$188,428	\$191,326	\$186,050	\$186,050	0.00%
31 - PROFESSIONAL FEES	\$15,805	\$21,589	\$65,000	\$45,000	-44.44%
46 - REPAIRS & MAINTENANCE	\$18,180	\$15,120	\$21,800	\$22,000	0.91%
49 - LICENSES & PERMITS	\$130	\$1,359	\$1,100	\$1,400	21.43%
59 - DEPRECIATION	\$5,894	\$5,895	\$6,000	\$6,000	0.00%
91 - OPERATING TRANSFERS OUT	\$35,000	\$35,000	\$35,000	\$35,000	0.00%
Total Expenditures	\$75,010	\$78,963	\$128,900	\$109,400	-17.82%
OTHER SOURCES/(USES):					
NET POSITION	\$113,418	\$112,363	\$57,150	\$76,650	
Excess Revenue/Expenditures	\$0	\$0	\$0	\$0	

## Indian Creek Village Proposed Budget - Fiscal Year 2023 Water Utility Fund

	FY2020	FY2021	FY2022	FY2023	
General Ledger Code/Description	Actuals	Actuals	Adopted	Proposed	variance
343 - WATER SERVICE CHARGE	\$538,236	\$527,755	\$503,100	\$540,833	6.98%
341 - DERM SERVICE CHARGE	\$33,815	\$32,432	\$30,186	\$32,450	6.98%
361 - INTEREST INCOME	\$4,424	\$4,013	\$4,000	\$4,000	0.00%
Total Revenues	\$576,475	\$564,200	\$537,286	\$577,282	6.93%
31 - PROFESSIONAL FEES	\$16,998	\$20,109	\$57,500	\$34,000	-69.12%
34 - CONTRACTUAL SERVICES	\$283,066	\$287,427	\$281,200	\$281,200	0.00%
46 - REPAIRS & MAINTENANCE	\$9,777	\$32,004	\$25,000	\$55,000	54.55%
49 - DERM SERVICE CHARGE	\$33,815	\$32,434	\$30,186	\$32,450	6.98%
59 - DEPRECIATION	\$22,449	(\$10,079)	\$24,000	\$24,000	0.00%
64 - CAPITAL OUTLAY	\$0	\$0	\$10,000	\$10,000	0.00%
91 - OPERATING TRANSFER - OUT	\$50,000	\$50,000	\$50,000	\$50,000	0.00%
Total Expenditures	\$416,104	\$411,896	\$477,886	\$486,650	1.80%
OTHER SOURCES/(USES):					
NET POSITION	\$160,371	\$152,305	\$59,400	\$90,632	
Excess Revenue/Expenditures	\$0	\$0	\$0	\$0	

# **TAB 3**

#### **RESOLUTION NO. 2022-843**

#### A RESOLUTION OF THE VILLAGE COUNCIL OF INDIAN CREEK VILLAGE, FLORIDA, ADOPTING A PAY PLAN FOR FISCAL YEAR 2022 COMMENCING OCTOBER 1, 2022, AND ENDING SEPTEMBER 30, 2023; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Village Council has reviewed and desires to adopt the Pay Plan attached hereto as Exhibit "A" for the fiscal year 2023 (the "Plan") to establish graded service pay plans for certain classified positions and identify educational stipends for those employed by Indian Creek Village; and

**WHEREAS** the Village Council finds that this Resolution is in the best interest and welfare of the residents of the Village.

NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF INDIAN CREEK VILLAGE, FLORIDA, AS FOLLOWS:

<u>Section I.</u> <u>Recitals Adopted.</u> That each of the above stated recitals are hereby adopted, confirmed, and incorporated herein.

Section 2. Pay Plan Adopted. That the Village Council hereby adopts the Plan for the fiscal year 2023 attached as Exhibit "A" to this Resolution.

Section 3. Severability. That the provisions of this Resolution are declared to be severable and if any section, sentence, clause, or phrase of this Resolution shall for any reason be held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining sections, sentences, clauses, and phrases of this Resolution but they shall remain in effect, it being the legislative intent that this Resolution shall stand notwithstanding the invalidity of any part.

Section 4. Effective Date. That this Resolution shall become effective October 1, 2022.

PASSED and ADOPTED this 6<sup>th</sup> day of September 2022.

ATTEST:

BERNARD KLEPACH, MAYOR

ROSEANN PRADO, VILLAGE CLERK

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

WEISS SEROTA HELFMAN COLE & BIERMAN, P.L. VILLAGE ATTORNEY